

City of Salmon Arm
Regular Council Meeting

Monday, February 26, 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)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; (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.
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**
6. **CONFIRMATION OF MINUTES**
 - 6.1 Regular Council Meeting Minutes of February 12, 2024 7 - 19
Motion for Consideration
THAT: the Regular Council Meeting Minutes of February 12, 2024 be adopted as circulated.
7. **COMMITTEE REPORTS**
 - 7.1 Development and Planning Services Committee Meeting Minutes of February 20, 2024 20 - 22
8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE** 23 - 26
 - 8.1 CSRD Budget Round 2 27 - 28
9. **STAFF REPORTS**
 - 9.1 Director of Engineering & Public Works - Downtown Parking Commission – Downtown Salmon Arm Member Appointments 29 - 31
Motion for Consideration

THAT: Council appoint the following four (4) Downtown Salmon Arm representatives Gerald Foreman, Morgen Matheson, Claire Askew and Candice Benner to serve on the Downtown Parking Commission for the two (2) year term from February 28, 2024 to February 27, 2026.

9.2 Director of Planning & Community Services - Road Status / Road Closure 32 - 35
 10 Avenue SE (Lane) at 11 Avenue SE
 (Referred from February 12, 2024 Regular Council Meeting)

9.3 Director of Planning & Community Services - Collaborative Public Safety 36 - 38
 Program
 Ministry of Public Safety & Solicitor General
 Situation Table Grant Application

Motion for Consideration

THAT: Council authorize staff to submit an application to the Minister of Public Safety to provide funding to establish a Situation Table in Salmon Arm.

9.4 Director of Corporate Services – Licence for Use and Occupation for storage 39 - 40
 container, Salmon Arm Minor Football, Little Mountain Park

Motion for Consideration

THAT: Council authorize the Mayor and Corporate Officer to execute an Agreement with Salmon Arm Minor Football for the continued use of an 8’ by 20’ portion of the field at Little Mountain Park for a storage container from March 1, 2024 to February 28, 2026.

9.5 Director of Planning & Community Services – Development Cost Charge (DCC) 41 - 42
 Review RFP Award

Motion for Consideration

THAT: Council approve the award of RFP 2024-18 for the Development Cost Charge Model and Bylaw Update to Urban Systems in the amount of \$99,800 (plus applicable taxes).

9.6 Director of Engineering & Public Works - Multistage Water Restrictions Update 43 - 48

9.7 Director of Engineering & Public Works - Response to Letter from D. Barnard to 49 - 52
 Council re Water/Sewer Bylaws

9.8 Director of Engineering & Public Works – Replacement UV Bulbs Purchase - 53 - 54
 WPCC

Motion for Consideration

THAT: Council approve the purchase of 80 new UV bulbs and 8 bulb sleeves for the Trojan UV 3000 Plus™ from Ramtech Environmental Products, for the quoted total price of \$41,048.40 including shipping and handling plus applicable taxes;

AND THAT: The City’s Purchasing Policy No. 7.13 be waived in the procurement of 120 new UV bulbs to authorize sole sourcing of same to Ramtech Environmental Products.

9.9 Chief Administrative Officer – Public Art Policy No. 1.16 55 - 61

Motion for Consideration

THAT: Council approve Policy No. 1.16, Public Art;

AND THAT: Staff be directed to prepare a Terms of Reference for a Salmon Arm Public Art Advisory Committee.

10. INTRODUCTION OF BYLAWS

10.1 Zoning Amendment Bylaw No. 4631 (ZON-1249) 62 - 85
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

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4631 be read a first, second and third time;

AND THAT: final reading of Zoning Amendment Bylaw No. 4631 be withheld 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 Zoning Amendment Bylaw No. 4631 be withheld subject to Ministry of Transportation and Infrastructure approval.

10.2 Records Management Bylaw No. 4634 86 - 90
Motion for Consideration
THAT: the Bylaw entitled City of Salmon Arm Records Management Bylaw No. 4634 be read a first, second and third time.

10.3 Freedom of Information Bylaw No. 4541 91 - 93
Motion for Consideration
THAT: the Bylaw entitled City of Salmon Arm Freedom of Information Bylaw No. 4541 be read a first, second and third time.

11. RECONSIDERATION OF BYLAWS

11.1 Fee for Service Amendment Bylaw No. 4633 (Water and Sewer) 94 - 101

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4633 be read a final time.

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.1	Calendar of Events	102 - 102
12.1.2	K. Leinweber, Director, Salty Dog Enduro - Email dated February 19, 2024 - Request for Two Food Trucks - 2024 Salty Dog Enduro	103 - 104
12.1.3	R. Everett - Email dated February 20, 2024 - BC Land Act Changes	105 - 106
12.1.4	Rev. J. Austin - Email dated February 21, 2024 - Proposed Petition to Salmon Arm City Council	107 - 109
12.1.5	M. Levine, Director, Technical Services Center, Government Finance Officers Association Notice of Qualification for Canadian Award for Financial Reporting (CAnFR)	110 - 111
12.1.6	Honourable R. Fleming, Minister of Transportation and Infrastructure - Letter dated February 12, 2024 R.W. Bruhn Bridge Replacement Project Response	112 - 112
12.1.7	K. Dahl, Mayor, City of Campbell River - Letter dated February 2, 2024 to Honourable Minister Farnworth Community Safety Act and Community Safety Amendment Act	113 - 114
12.1.8	C. Anderson, Mayor, District of Sicamous - Letter dated January 26, 2024 to Premier David Eby - Support for Bill-34	115 - 116
12.1.9	Y. Yavari, Regional Radiation Specialist, Environmental Health Program, Health Canada - Email dated February 7, 2025 - Radon Action Plan	117 - 118
12.1.10	Shuswap Watershed Council - Media Release - February 22, 2024 Shuswap Watershed Council urging Federal Government to provide more funding for watercraft inspection to prevent spread of invasive mussels	119 - 120

13. NEW BUSINESS

14. PRESENTATIONS

14.1	Presentation 4:00-4:15 (approximately) Sarah Zuidhof, Project Coordinator Annual Report - Building Safer Communities	121 - 139
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15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

20.1	7:00 P.M. SPECIAL PRESENTATION: Heritage Conservation Award Presentation	
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21. DISCLOSURE OF INTEREST

22. HEARINGS

- 22.1 Development Variance Permit Application No. VP-595 140 - 151
1621 13 Street SE
Owner/Applicant: B. & J. Wilkins
Setback requirements

Motion for Consideration

THAT: Development Variance Permit No. VP-595 be authorized for issuance for Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 29299 to vary the provisions of Zoning Bylaw No. 2303 as follows:

Section 6.10.2 - R-1 Single Family Residential Zone - reduce the minimum setback to a rear parcel line from 6.0m (19.7 ft) to 3.3m (10.9 ft) to allow for the siting of a balcony subject to receipt of Building Location Certificate provided by a BC Land Surveyor.

23. STATUTORY PUBLIC HEARINGS

- 23.1 Official Community Plan Amendment Application No. OCP4000-56 152 - 179
1821 9 Avenue NE
Owners: 1026082 BC Ltd./Lakeside Bowling Ltd.
Agent: IBA Architecture Inc.
MR to HC
- 23.2 Zoning Amendment Bylaw No. 4625
(see Item 23.1 for Staff Report)
City of Salmon Arm
Text Amendment
Addition of CD-21 Zone
- 23.3 Zoning Amendment Application No. ZON-1275
(see Item 23.1 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

24. RECONSIDERATION OF BYLAWS

- 24.1 Official Community Plan Amendment Bylaw No. 4624 180 - 182
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 third time.

- 24.2 Zoning Amendment Bylaw No. 4625 183 - 185
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 third time.

- 24.3 Zoning Amendment Bylaw No. 4626
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

186 - 188

Motion for Consideration

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

25. **QUESTION AND ANSWER PERIOD**
26. **ADJOURNMENT**

REGULAR COUNCIL

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

February 12, 2024, 1:30 p.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 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: City Engineer J. Wilson; Manager of Parks & Roads/General Manager,
Shuswap Recreation Society D. Gerow; Manager of Planning &
Building M. Smyrl

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

Moved by: Councillor Gonella
Seconded by: Councillor Flynn

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; 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 Lindgren

THAT: the Agenda be adopted with the addition of late item 9.18 - Chief Financial Officer - Parcel Tax Roll Review Panel.

Carried Unanimously

5. DISCLOSURE OF INTEREST

5.1 Councillor Flynn - Item 9.5 - Ross Street Storm Extension - Construction Tender Award

One of the applicants (General Assembly Excavating Ltd.) is a client of his firm.

5.2 Councillor Gonella - Item 9.10 - Memorial Arena Structural Assessment and Lifecycle Analysis - RFP Award and Budget Amendment

One of the applicants has a member that is on the Board of Directors for the Salmon Arm Folk Music Society.

5.3 Councillor Gonella - Item 9.12 - Ricochet Brewing Taphouse - 310 Hudson Avenue NE

The applicant is a sponsor of the Roots and Blues Festival.

5.4 Councillor Wallace Richmond - Item 12.1.13 - Salmon Arm Economic Development Society - Festivals & Fairs Grant

Councillor Wallace Richmond's company is doing work for the Salmon Arm Economic Development Society.

6. CONFIRMATION OF MINUTES

6.1 Regular Council Meeting Minutes of January 22, 2024

Moved by: Councillor Lindgren
Seconded by: Councillor Lavery

THAT: the Regular Council Meeting Minutes of January 22, 2024 be adopted as circulated.

Carried Unanimously

7. COMMITTEE REPORTS

7.1 Development and Planning Services Committee Meeting Minutes of February 5, 2024

7.2 Greenways Liaison Committee Meeting Minutes of December 7, 2023

7.3 Social Impact Advisory Committee Meeting Minutes of January 19, 2024

7.4 Community Heritage Commission Meeting Minutes of January 15, 2024 and February 5, 2024

7.5 Agricultural Advisory Committee Meeting Minutes of January 10, 2024

7.6 Active Transportation Advisory Committee Meeting Minutes of February 5, 2024

7.7 Environmental Advisory Committee Meeting Minutes of February 6, 2024

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

For information.

9. STAFF REPORTS

9.1 Director of Engineering & Public Works - Neptune Large Water Meter Replacements & R900 Belt Clip Transceiver Purchase

Moved by: Councillor Flynn

Seconded by: Councillor Wallace Richmond

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.

Carried Unanimously

9.2 City Engineer - Brightly Software Canada Inc. (ESRI) Contract - Work Order Software

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Lindgren

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.

Carried Unanimously

9.3 Director of Engineering & Public Works - Memorial Walkway Agreement with Shuswap Community Foundation

Moved by: Councillor Lindgren

Seconded by: Councillor Gonella

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.

Carried Unanimously

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)

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

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 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.

Carried Unanimously

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

Councillor Flynn declared a conflict and left the meeting at 2:52 p.m.

Moved by: Councillor Lavery

Seconded by: Councillor Lindgren

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.

Carried Unanimously

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

Councillor Flynn returned to the meeting at 2:55 p.m.

Moved by: Councillor Lindgren

Seconded by: Councillor Wallace Richmond

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. for a 5-year term (November 1, 2023 to October 31, 2028), option to renew for three additional 5-year terms, and an annual rent of \$15,000 in 2024, plus increases equal to 10% for each renewal term thereafter, subject to any required public notification.

Carried Unanimously

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

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

Moved by: Councillor Lavery

Seconded by: Councillor Flynn

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.

Carried Unanimously

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

Moved by: Councillor Lindgren

Seconded by: Councillor Gonella

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.

Carried Unanimously

- 9.10 Director of Engineering & Public Works - Memorial Arena Structural Assessment and Lifecycle Analysis

RFP Award and Budget Amendment

Councillor Gonella declared a conflict and left the meeting at 3:19 p.m.

Moved by: Councillor Lavery
Seconded by: Councillor Lindgren

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.

Carried Unanimously

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

Councillor Gonella returned to the meeting at 3:26 p.m.

Moved by: Councillor Lindgren
Seconded by: Councillor Lavery

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

Carried Unanimously

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

Councillor Gonella declared a conflict and left the meeting at 3:34 p.m.

Moved by: Councillor Lindgren
Seconded by: Councillor Flynn

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.

Carried Unanimously

9.13 Development Permit Application No. DP-452

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

Councillor Gonella returned to the meeting at 3:41 p.m.

Moved by: Councillor Flynn
Seconded by: Councillor Lindgren

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

9.14 Director of Planning & Community Services - Road Status / Road Closure

10 Avenue SE (Lane) at 11 Avenue SE

For information.

Moved by: Councillor Lavery

Seconded by: Councillor Lindgren

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

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

THAT: Item 9.14 - Director of Planning & Community Services - Road Status / Road Closure be deferred to the Regular Council Meeting of February 26, 2024.

Opposed (1): Councillor Lavery

Carried

9.15 Manager of Planning & Building - Agricultural Land Commission Application No. 422

(Subdivision - Road Dedication)

Moved by: Councillor Gonella

Seconded by: Councillor Lindgren

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

Carried Unanimously

9.16 Manager of Planning & Building - Local Government Act Bill 44 Housing Statutes (Residential Development)

Summary of Upcoming Bylaw Amendments

The meeting recessed at 4:27 p.m.

The meeting reconvened at 4:37 p.m.

For information.

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

For information.

- 9.18 Chief Financial Officer - Parcel Tax Roll Review Panel

Moved by: Councillor Lindgren

Seconded by: Councillor Gonella

THAT: a Parcel Tax Roll Review Panel be held in Council Chambers of City Hall on Monday, March 11, 2024 at 7:00 p.m., with a virtual attendance option, to review and authenticate the 2024 Water and Sanitary Sewer Frontage Parcel Tax, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Rolls.

Carried Unanimously

10. INTRODUCTION OF BYLAWS

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

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

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

Carried Unanimously

11. RECONSIDERATION OF BYLAWS

- 11.1 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 Lavery

Seconded by: Councillor Wallace Richmond

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.

Carried Unanimously

11.2 Zoning Amendment Bylaw No. 4625

(see Item 11.1 for Staff Report)

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

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Flynn

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

Carried Unanimously

11.3 Zoning Amendment Bylaw No. 4626

(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

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Gonella

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

Carried Unanimously

11.4 Official Community Plan Amendment Bylaw No. 4601

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

Moved by: Councillor Lindgren

Seconded by: Councillor Flynn

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

Carried Unanimously

11.5 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 final time.

Carried Unanimously

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.9 G. Ritchie, on behalf of the Culture and Events Directorate, 2024 Salmon Arm BC 55+ Games - Request for Road Closures

Councillor Gonella declared a conflict of interest as he sits on the Culture and Events Directorate, 2024 Salmon Arm BC 55+ Games and left the meeting at 5:30 p.m.

Moved by: Councillor Flynn
Seconded by: Councillor Wallace Richmond

THAT: Council authorize the following road closures to accommodate the Special Events being considered for the 2024 Salmon Arm BC 55+ Games:

Alexander Street - September 12, 2024 - 12:00 noon to 9:00 p.m. - Community Activation

Alexander Street - September 12, 2024 - 6:00 p.m. to 9:00 p.m. - Community Dance Event

Alexander Street - September 13, 2024 - 9:00 a.m. to 6:00 p.m. - Community Activation

Alexander Street - September 13, 2024 - 6:00 p.m. to 9:00 p.m. - Concert & Passing the Flag

Alexander Street - September 14, 2024 - 9:00 a.m. to 6:00 p.m. - Community Activation

Alexander Street - September 14, 2024 - 6:00 p.m. to 9:00 p.m. - Volunteer Appreciation

subject to the provision of adequate liability insurance.

Carried Unanimously

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

Councillor Gonella returned to the meeting at 5:32 p.m.

Moved by: Councillor Gonella
Seconded by: Councillor Lindgren

THAT: Council authorize the installation of a temporary storage building including power and water to the pickleball courts at Klahani Park and the wind screens and SASCU logo as outlined in the letter of request;

AND THAT: Council authorize the Mayor and Corporate Officer to execute a License for Use Agreement with the Salmon Arm Pickleball Club for use of a temporary storage building at Klahani Park for a 2-year term including the requirement to apply for a building permit if applicable.

Carried Unanimously

12.1.13 L. Fitt, Executive Director, Salmon Arm Economic Development Society - Festivals & Fairs Grant

Councillor Wallace Richmond declared a conflict and left the meeting at 5:36 p.m.

Moved by: Councillor Flynn
Seconded by: Councillor Gonella

THAT: Council authorize the Mayor to provide a written testimonial in support of the Salmon Arm Economic Development Society's grant application for the Fairs, Festivals and Events funding for the 55+ BC Games.

Carried Unanimously

13. NEW BUSINESS

Councillor Wallace Richmond returned to the meeting 5:38 p.m.

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

Moved by: Councillor Lavery
Seconded by: Councillor Gonella

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.

Carried Unanimously

19. OTHER BUSINESS

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

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

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.

Carried Unanimously

20. QUESTION AND ANSWER PERIOD

The meeting recessed at 6:04 p.m.

21. DISCLOSURE OF INTEREST

The meeting resumed at 7:00 p.m.

22. HEARINGS

- 22.1 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

Following a motion from the floor, the Planning Official explained the proposed Development Variance Permit Application.

M. Kuster, the applicant, provided an overview of the project 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 7:12 p.m. and the Motion was:

Councillor Lindgren left the meeting at 7:30 p.m. and returned at 7:34 p.m.

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

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): Councillor Lavery, and Councillor Lindgren

Carried

Amendment:

Moved by: Councillor Flynn

Seconded by: Councillor Wallace Richmond

THAT: the City retain the deposit in the amount of \$16,500.00 for future works.

Opposed (2): Councillor Lavery, and Councillor Lindgren

Carried

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

The meeting adjourned at 8:01 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 20, 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 D. Cannon
Councillor S. Lindgren
Councillor D. Gonella

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Director of Planning and Community Services G. Buxton
Executive Assistant B. Puddifant
Senior Planner C. Larson
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

4.1 Development and Planning Services Committee Meeting Minutes of February 5, 2024

Moved by: Councillor Lindgren
Seconded by: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of February 5, 2024 be approved.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. REPORTS

6.1 Development Variance Permit Application No. VP-595

1621 13 Street SE
Owner/Applicant: B. & J. Wilkins
Setback requirements

J. Wilkins, the applicant, outlined the application and was available to answer questions from the Committee.

Moved by: Councillor Cannon
Seconded by: Councillor Flynn

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-595 be authorized for issuance for Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 29299 to vary the provisions of Zoning Bylaw No. 2303 as follows:

Section 6.10.2 - R-1 Single Family Residential Zone - reduce the minimum setback to a rear parcel line from 6.0m (19.7 ft) to 3.3m (10.9 ft) to allow for the siting of a balcony subject to receipt of Building Location Certificate provided by a BC Land Surveyor.

Carried Unanimously

7. FOR INFORMATION

7.1 Manager of Planning & Building

BC Housing Statutes Amendment
for small scale multi-unit housing

Councillor Wallace Richmond left the meeting at 8:39 a.m. and returned at 8:40 a.m.

Councillor Flynn left the meeting at 9:04 a.m.

Councillor Lavery left the meeting at 9:14 a.m.

8. IN-CAMERA

9. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 9:28 a.m.

MAYOR, A. HARRISON

Rhonda West

From: Columbia Shuswap Regional District <listserv@civicplus.com>
Sent: Thursday, February 22, 2024 10:36 AM
To: Rhonda West
Subject: [External] CSRD Connect - Meeting Highlights - February 2024



February 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 #2

The CSRD Board met on February 14, 2024 to discuss the second draft of the [Five Year Financial Plan for 2024 to 2028](#).

Board directors reviewed each section of the budget document after the first draft was presented on January 17, 2024. The budget must be given final approval by the Board at the March Regular CSRD Meeting.



Shuswap Watershed Council tax removed

Budget changes for Draft 2 included the removal of funding for the Shuswap Watershed Council (SWC) following the results of the referendum, in which citizens voted against supporting annual funding for that service any longer. The SWC has a surplus of funds to continue its work until the end of its term in 2024.

Shuswap Tourism

The Board debated a motion made at the first budget meeting to reduce the tax increase for Shuswap Tourism to nine per cent. Staff presented a report indicating this would result in reduced funding for event sponsorships, and a reduction in reserve funds for future strategic plans and vacation guide production. Ultimately, a majority of the Board voted against the proposed Shuswap Tourism service cuts.

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 endorsed a reduction in the proposed the 2024 contribution from \$500,000 to \$300,000. Additional options for increasing the landfill closure reserve will be considered as part of the ongoing [Solid Waste Management Plan Review](#).

The budget will now undergo another set of revisions before the final budget is presented for Board approval at the March 21, 2024 Regular Meeting.

[View the meeting video.](#)



Regular Board Meeting Highlights - February 15, 2024

Correspondence

The CSRD Board endorsed sending a letter to the Federal Government calling for immediate action to prevent invasive mussel introduction to the province. The CSRD letter was prompted by a similar letter from the Okanagan Water Basin Board which expressed concerns that B.C.'s Invasive Mussels Defence Program was facing a funding reduction or cancellation.





Business General

Board on the Road

The [May 2024 CSRD Regular Board meeting](#) will be held in Golden and Electoral Area A. This is a continuation of a program that began in 2001. Once a year, Board directors hold a meeting in various community locations in the region. The meeting also offers directors a chance to learn more about other areas of the regional district. The public is welcome to attend. More information about the event will be provided by the CSRD closer to the

meeting date.

Columbia Shuswap Invasive Species Society

The CSRD Board approved a [five-year agreement with the Columbia Shuswap Invasive Species Society \(CSISS\)](#) to provide services related to invasive species monitoring, treatment and reporting in the CSRD for a total cost of \$340,000.

Business by Area

Electoral Area G: Cedar Heights UV Water Upgrade

The Board approved funding up to \$110,000 for the cost of upgrading the Cedar Heights Water System's UV treatment to maintain water quality. The current system is aging and parts are becoming difficult to replace. The upgrade will also allow for future growth. The system is scheduled to be replaced before the end of the year.

Electoral Area A: Kicking Horse Mountain Resort Fire Service Establishment

The [CSRD Board approved moving forward](#) with a [bylaw](#) to create a fire suppression area serving the Kicking Horse Mountain Resort. Since 2006, the CSRD has worked with staff from the Resorts of the Canadian Rockies (RCR), owners of the Kicking Horse Mountain Resort, as well as the Town of Golden, to create a potential partnership for a fire department to serve property owners in the resort. A previous petition on this issue was unsuccessful.

Now, with the Board's approval of third reading, the proposal for this fire service will now move to the formal assent petition process. A petition process requires approval, signed by owners of at least 50 per cent of the parcels that would be required to [pay for the proposed service](#). They must also represent at least 50 per cent of the assessed value of land and improvements in the proposed service area. The petition process began the week of February 19 with affected residents to receive a petition by mail.

Should assent be achieved, the service will start January 1, 2025. The Kicking Horse Mountain Resort will begin construction of a fire hall and volunteer recruitment will begin in early 2025.

Development Services

Secondary Dwelling Units & Accessory Buildings

The Board gave second reading to amending nine zoning bylaws to increase the opportunities for [secondary dwelling units](#) and expand the requirements for [accessory buildings](#). The two projects involves different bylaws but are linked, specifically in that the accessory building bylaw amendments will allow detached secondary dwelling units in an accessory building. As such, they are being presented to the board concurrently.



Providing [more options for secondary dwelling units](#) creates the potential to increase the supply of long-term rental housing units and assist in addressing some housing affordability challenges by providing the opportunity for owners to have a mortgage helper. [Amendments to accessory buildings](#) include creating consistent floor area definitions and maximum building height and floor area regulations based on property size for rural and residential properties.

Plans are for the Board to reconsider the bylaws for third reading at the Regular Board Meeting on April 18, 2024. The amendments must be completed June 2024 to meet the deadline set by the Province of BC's Bill 44 - Housing Statues Amendments Act.

Next Board Meeting

Thursday, March 21, 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

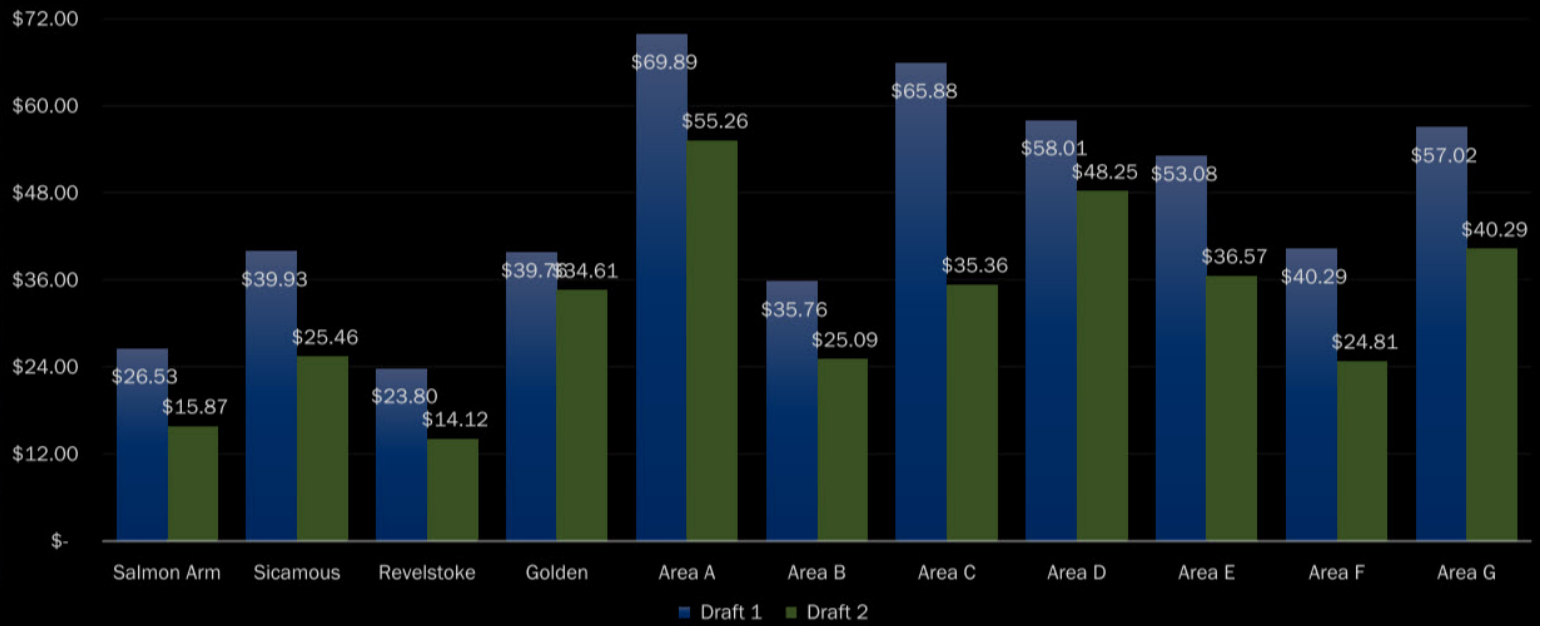
Recordings of CSRD Board Meetings will be available until the date of the next Regular Board meeting, at which point they will expire. [View the meeting video.](#)

 Share on Facebook

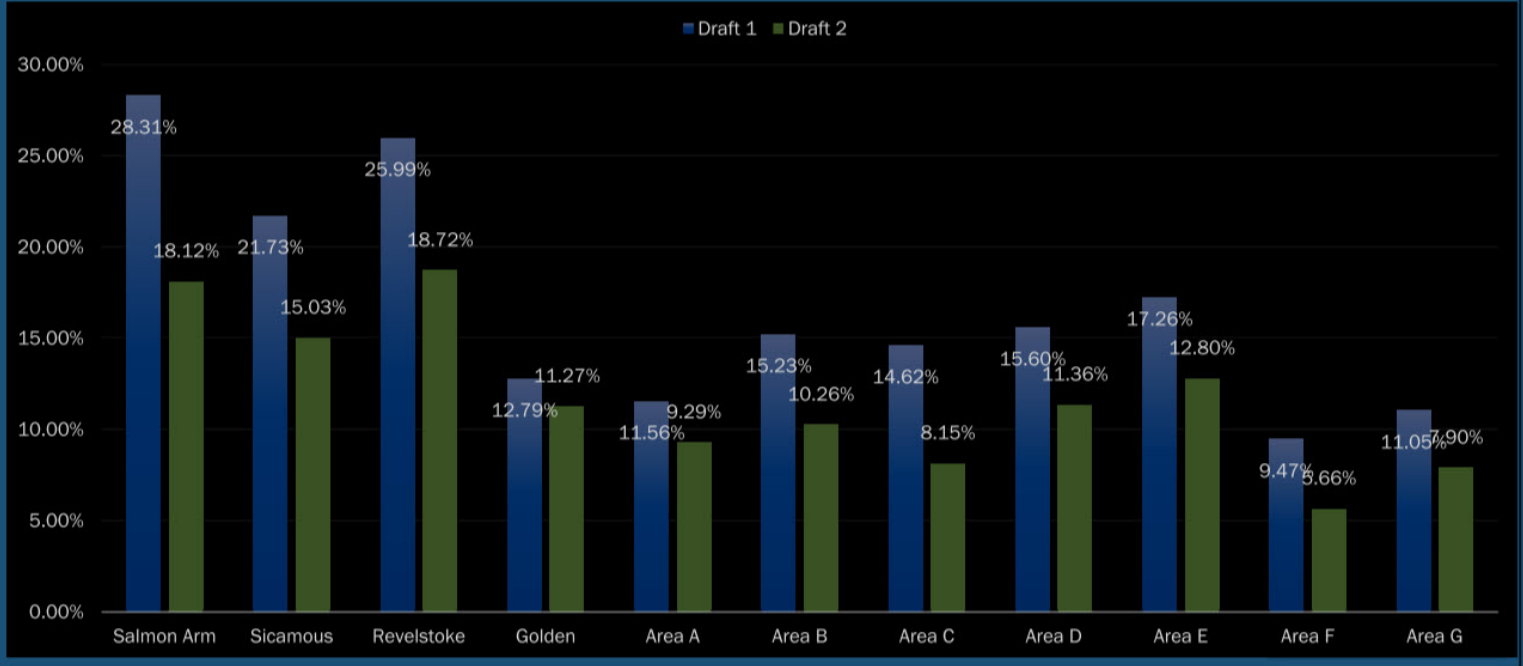
 Share on Twitter

 Share via Email

Change to Average Residential Taxpayer by Area



Changes in Tax Rates by Area





REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Engineering & Public Works - Downtown Parking Commission – Downtown Salmon Arm Member Appointments

Date: February 26, 2024

Motion for Consideration:

THAT: Council appoint the following four (4) Downtown Salmon Arm representatives Gerald Foreman, Morgen Matheson, Claire Askew and Candice Benner to serve on the Downtown Parking Commission for the two (2) year term from February 28, 2024 to February 27, 2026.

Background:

Pursuant to Downtown Parking Commission (DPC) Bylaw No. 1844, the four (4) positions nominated by the Downtown Improvement Association, Downtown Salmon Arm (DSA) will expire on February 28, 2024.

The DSA has put forward the following four (4) representatives: Gerald Foreman (Shuswap Clothing & Shoes), Morgen Matheson (Shuswap Tourism), Claire Askew (Askew Foods) and Candice Benner (WorkBC) for the two (2) year term, from February 28, 2024 to February 27, 2026.

Gerald Foreman has been on the commission since 2014, Morgen Matheson started 2021, last year Claire Askew replaced Vera Chomyshen and Candice Benner is replacing Jacquie Gaudreau who has served on the commission since 2016.

Staff are in support of the members being nominated by DSA.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2023-2027 Financial Plan
			Long Term Financial Plan

Financial Considerations: N/A

Alternatives & Implications: (alternatives written in motion form) N/A

Communication:

Prepared by: Director of Engineering & Public Works

Reviewed by: Position

Approved by: Chief Administrative Officer

Attachments:

- Downtown Salmon Arm Request Letter



Mayor and Council
c/o Rob Niewenhuizen
City of Salmon Arm
PO Box 40
Salmon Arm, BC V1E 4N2

January 22, 2024

Dear Rob Niewenhuizen

Re: Downtown Parking Commission

The Salmon Arm Downtown Improvement Association Board of Directors would like to appoint the following individuals as representatives to the Downtown Parking Commission for a term of 2 years each:

- Claire Askew, Askew Foods
- Gerald Foreman, Shuswap Clothing & Shoes
- Morgen Matthison, Shuswap Tourism
- Candic Benner, WorkBC

Please let me know if we can provide any additional information. We appreciate the opportunity to be an integral part of this Commission.

With respect,
Jennifer Broadwell
Manager

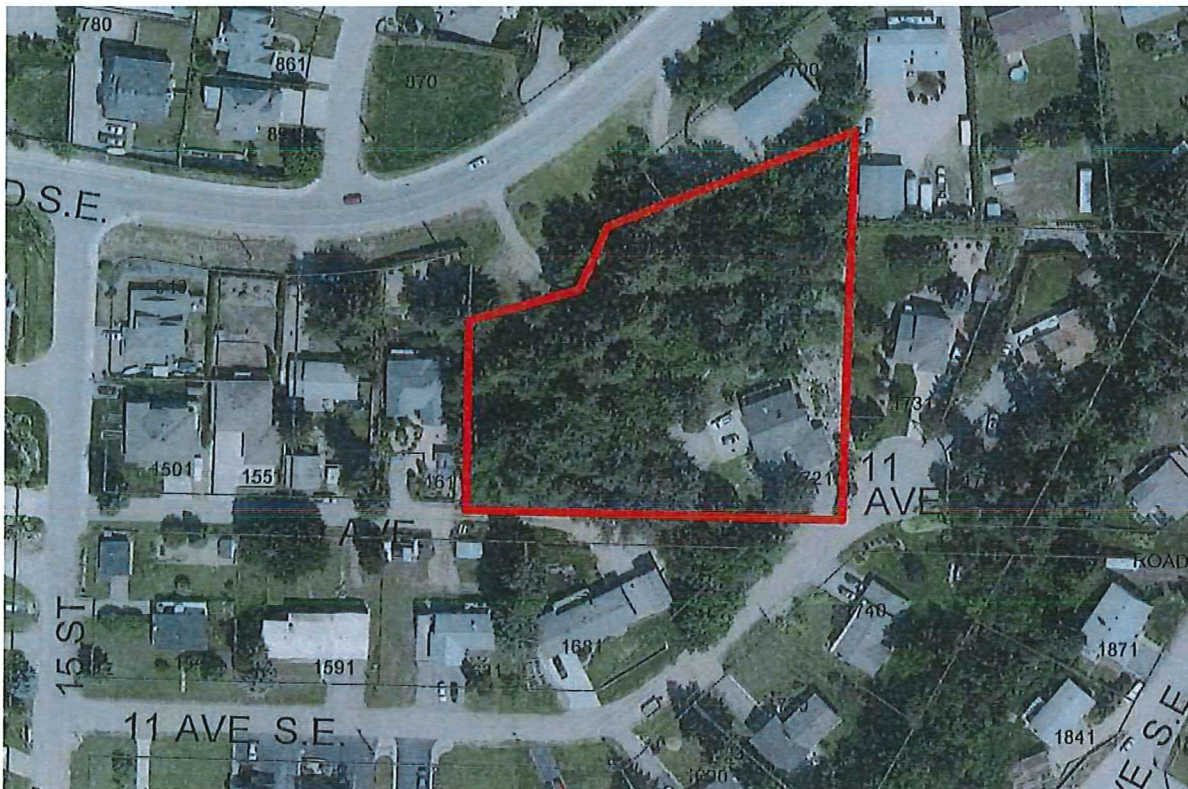
To: His Worship Mayor Harrison and Council
Date: February 6, 2024
Subject: Road Status / Road Closure
10 Avenue S.E. (Lane) at 11 Avenue S.E.

MOTION FOR CONSIDERATION:

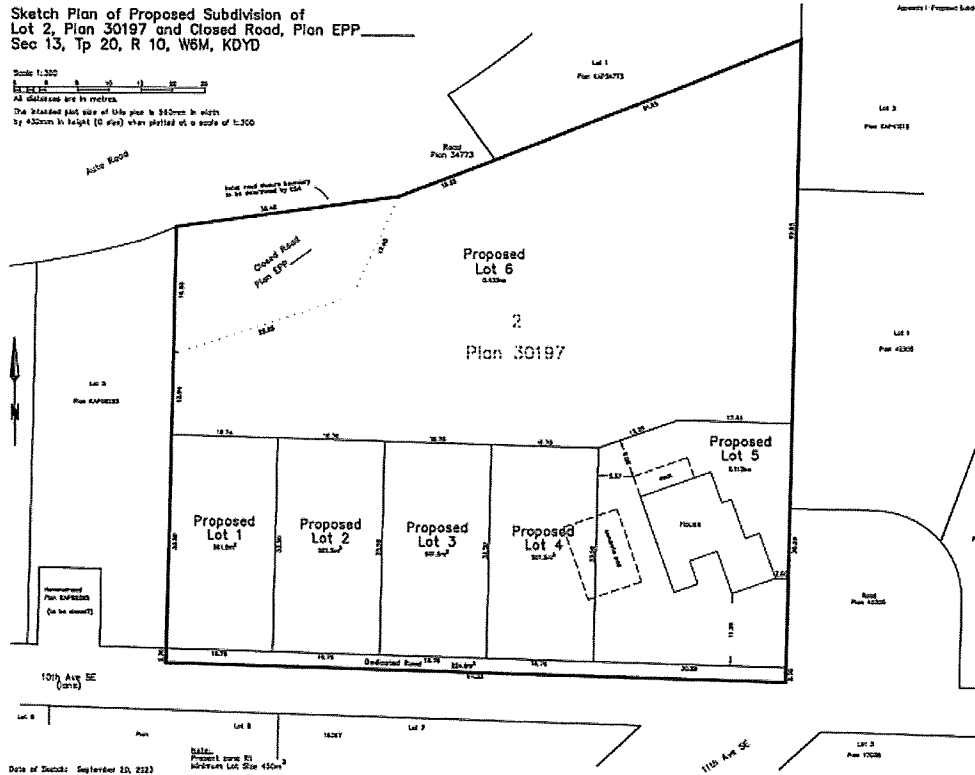
For Information.

BACKGROUND:

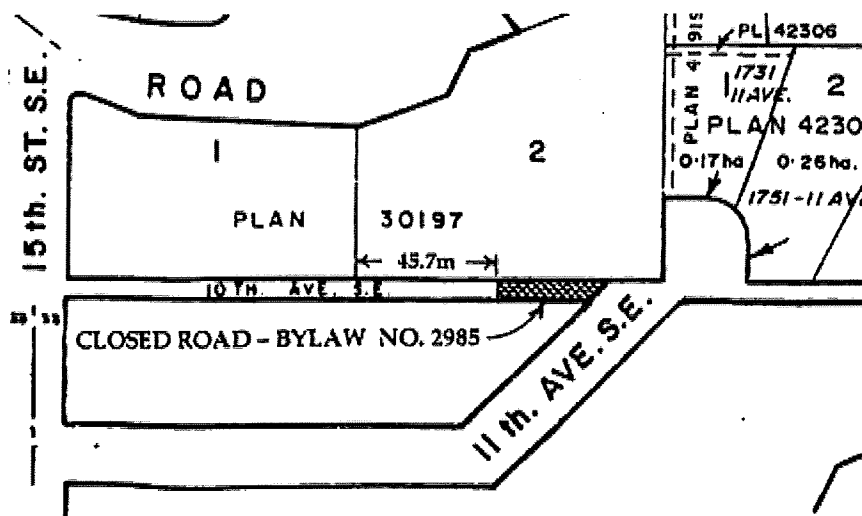
On January 22, 2024, Council held a public hearing and considered rezoning application (ZON-1278 / Bylaw No. 4612) to amend the Zoning Bylaw at 1721 11 Avenue S.E. from the R-1 zone to the R-8 zone (area shown below).



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.

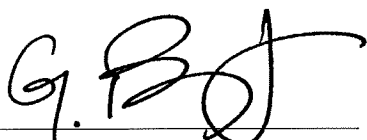
Currently 10 Avenue S.E. does not meet any road of the width standards for residential access contained in the Subdivision and Development Servicing Bylaw. The subdivision would widen the right of way across the frontage of the subdivision, but if the road was closed, then the remainder of the roadway (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 Council
Date: February 2, 2024
Subject: Collaborative Public Safety Program – Ministry of Public Safety & Solicitor General
Situation Table Grant application

MOTION FOR CONSIDERATION:

THAT: Council authorize staff to submit an application to the Minister of Public Safety to provide funding to establish a Situation Table in Salmon Arm.

BACKGROUND:

In November 2023, staff from the Ministry of Public Safety and the Solicitor General approached City staff to determine if there was interest in establishing a “Situation Table” in Salmon Arm.

The Collaborative Public Safety Programs (CPSP) team supports community-based efforts to enhance wellbeing and safety, community safety initiatives, prioritizing issues and conducting research that informs evidence-based decision making. The CPSP is providing one-time grants to support the creation or enhancement of Situation Tables.

Situation Tables are frontline, multi-sector collaborations that enable public safety, health, and social service agencies to proactively identify and rapidly mitigate the underlying risks associated with criminal offending, victimization, and personal crisis or trauma (e.g., overdose, eviction, etc.) by connecting vulnerable people to the services they need. Situation Tables focus on vulnerable people who, due to a clustering of risk factors that cross the mandates of multiple agencies and the nature of their recent interactions with participating agencies, are considered to be living with acutely elevated risk.

A Situation Table in Salmon Arm would create a forum for inter-agency active case management of vulnerable individuals and connect them to the services that they need. Appendix #1 provides a one page summary of what a Situation Table is and what it could do.

There currently are a number of groups that already operate in this area and provide services similar to a Situation Table:

- ICAT - connecting individuals at high risk of domestic violence to needed services (lead by SAFE Society);
- Coordinated Access Table to connect those unhoused and precariously housed to supportive housing (Lead by CMHA);
- Vulnerable Population Emergency Response Group (a large informal inter-agency group lead by BC Housing, but also including the RCMP, City staff and a Councillor, CMHA,

SAFE Society, Interior Health, Ministry of Social Development and Poverty Reduction, Salvation Army and others)

The Vulnerable Population group would lend itself to the creation of a more formal Situation Table. A formalized Situation Table would allow the members to discuss individual case management, with the relevant agencies to that case then meeting following identification of the case at the Situation Table meeting. A Situation Table would also allow for the collection of community based data on issues related to vulnerable people. Currently the Vulnerable Population group serves mainly to exchange information between agencies.

The program application would allow the City to access funds for the necessary training and facilitation of a Situation Table. The existing community groups would likely continue to function as they currently do, although the Vulnerable Population group may meet less often. City staff have already presented this concept to the ICAT and Vulnerable Population group.

As part of the grant application, letters of support would be sought from all relevant agencies, as well as identifying all those agencies that should participate in a Situation Table (e.g. the Vulnerable Population group has identified gaps in their current membership from the school division and from the Ministry of Mental Health and Addictions).

The application would also identify the agency that would chair and lead a Situation Table. A successful grant application would provide additional resources for the facilitation role. Through the "social Well-Being Roles and Responsibilities" document accepted by Council in 2022, the City has decided to assume the role of a convenor. There are other agencies that have much greater depth of experience in this field and would better fit the chair / leader role. It is possible that if the City was successful, funds could be flowed through to another agency. As part of the application process, a chair and leadership would be determined.

At this time, staff are simply seeking Council consent to proceed with the grant application. Once the application has been formalized, staff can report back to Council.



Gail Buxton
Director of Planning & Community Services

What is a Situation Table?

- The Situation Table is a risk-based, collaborative, rapid triage model
- It focuses upstream to connect individuals/families facing situations of acutely elevated levels of risk (AER) – as seen across multiple agency lenses – to the services they need, immediately
- It is neither a new entity nor a formally structured organization. Rather, it is a carefully disciplined conversation, and a new tool for human service professionals as they perform their existing roles
- The Table is guided by the Four Filter Approach, which is a structured process designed in consultation with privacy officials in multiple jurisdictions
- The only data it records is risk-based data to track risk factors in the community, and the agencies involved

How Does it Work?

- Front-Line Human Service and Justice professionals come together once a week for 90 minutes to address situations of AER in a collaborative setting – while using the Four Filter Approach to properly and safely navigate privacy implications – in order to identify which agencies need to be involved in a supportive intervention
- The group of agencies determined to have a role will ultimately mobilize immediate (ideally within 24-48 hrs) and multi-agency supports, leading to a connection to all essential services required to mitigate the evident AER factors and ensure improved pathways to care and support
- Following the intervention, the ongoing work is carried on by the agencies involved, in a typical collaborative care manner, but away from the Table

What are the Benefits?

- Offers a new way for Human Service and Justice professionals to improve service delivery, reduce barriers, and connect individuals to the services they need
- Uses a multi-lens cross-sector approach to viewing risk factors and their cumulative impacts
- Risk-driven as opposed to incident-driven, allowing the Table to focus upstream and provide an opportunity to address situations of AER before incidents occur
- Takes collaboration to a new level, building increased trust and strengthening inter-agency relationships
- Risk-based data can help inform local decision making and policy development related to community safety and well-being
- Mobilizes the system in a new way

What Agencies are Involved in a Situation Table?



Understanding AER

Acutely Elevated Risk (AER) refers to situations where individuals and/or families are facing a composite level of risks factors, spanning across multiple human service and justice disciplines, and where there is a high probability of harm occurring soon.

The Four Filter Approach is essentially the triage process that the Table participants follow in order to determine if AER is present, and if so, move to the intervention.



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Corporate Services – Licence for Use and Occupation for storage container, Salmon Arm Minor Football, Little Mountain Park

Date: February 26, 2024

Motion for Consideration:

THAT: Council authorize the Mayor and Corporate Officer to execute an Agreement with Salmon Arm Minor Football for the continued use of an 8’ by 20’ portion of the field at Little Mountain Park for a storage container from March 1, 2024 to February 28, 2026.

Background:

In February 2022, Salmon Arm Minor Football requested permission to temporarily place a storage container at Little Mountain Park for the purpose of storing equipment. At the February 28, 2022 Regular Council Meeting, Council authorized the placement of a storage container at the field and authorized staff to enter into an agreement with Salmon Arm Minor Football. The location was determined by City staff and the Licence for Use and Occupation was prepared and signed by the parties in 2022 for a two (2) year term expiring February 29, 2024.

Salmon Arm Minor Football would like to continue the use of the storage container that has been in place since 2022. It is recommended that the Mayor and Corporate Officer be authorized to execute a two (2) year agreement with this organization.

The City has no expected need for the use of this land over the next two year period. Should this change, there is a one month notice period within the agreement.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
x	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2023-2027 Financial Plan
			Long Term Financial Plan

Financial Considerations:

There are no rental fees applied to this license for use and occupation agreement.

Alternatives & Implications:

1. Reduce the length of the agreement to a one year term.
2. Not approve the request.

Communication:

If approved as presented, staff will prepare the required advertisements followed by the agreement for signature.

Prepared by: Barb Puddifant, Executive Assistant
Reviewed by: Sue Wood, Director of Corporate Services
Approved by: Erin Jackson, Chief Administrative Officer



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Planning & Community Services – DCC Review RFP Award

Date: Date of Council Meeting

Motion for Consideration:

THAT: Council approve the award of RFP 2024-18 for the DCC Model and Bylaw Update to Urban Systems in the amount of \$99,800 (plus applicable taxes);

Background:

A review of the Development Cost Charge (DCC) Bylaw (and related rate model) is a Short Term Priority in the 2022 Corporate Strategic Plan. In order to move this project along, City staff issued an RFP on January 9, 2024, seeking consulting services to perform the review. The RFP closed on Friday February 9, and the City received 2 submissions from:

- Urban Systems
- Watson & Associates

A team of three staff reviewed the submission and there was clear unanimity in the selection of Urban Systems as the preferred consultant. Urban Systems has significant expertise in the preparation of DCC models and bylaws in the province, and has some familiarity with the City’s infrastructure systems.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
	Community Charter/LGA		Other
X	Bylaw/Policy	X	Corporate Strategic Plan
	Zoning Bylaw	X	2023-2027 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The 2024 operating budget includes \$100,000 to fund the review of the DCC Bylaw and rate model. The prices quote in the submissions were:

- Urban Systems - \$99,800
- Watson & Associates – \$91,500

The weighting criteria for the review was:

Criterion		Weight
A. PROGRAM OUTLINE		15
Narrative of planned activities and timeline (demonstrable understanding of the work to be performed)	Score	0-15
B. PROPONENT PROFILE		55
Qualifications and corporate experience	Score	0-15
Examples of similar work performed by the Consultant	Score	0-15
Proposed proponent team & relevant experience	Score	0-10
3 relevant references	Score	0-5
A link or copy of a comprehensive package for preliminary review of draft DCC program by Inspector of Municipalities prepared by them previously	Score	0-10
C. INNOVATION		20
Outline of new elements that the Consultant can bring to the Project	Score	0-20
D. PRICE PROPOSAL		10
Overall Program Budget	Score	0-10
D. GRAND TOTAL = (A + B + C + D)		100

The Urban Systems submission is within the budgeted amount, and their submission was scored higher than the Watson & Associates submission by all reviewers.

Alternatives & Implications: (alternatives written in motion form)

Council could direct staff to reconsider the review. This is not recommended as the preferred proponent was unanimously selected, and a further review or re-issue of the RFP would significantly delay the project.

Communication:

No public consultation or engagement is proposed at this time, other than notification to those organizations that submitted proposals. The review of the DCC Bylaw will include a component of stakeholder and public consultation, at which point the public and affected parties will be able to provide comments and suggestions to both staff and Council.

Prepared by: Gary Buxton, Director of Planning & Community Services
 Reviewed by: Position
 Approved by: Chief Administrative Officer

Attachments:
 • None.

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY: Jon Mills, Engineering Assistant
DATE: February 26, 2024
SUBJECT: Multistage Water Restrictions Update

FOR INFORMATION

The intention of this report is to present an update on the City's Multistage Water Restrictions implementation in 2023 and adjustments to the restrictions planned for 2024.

BACKGROUND

In August 2022, Council approved the implementation of a multistage water restriction system to better manage water demand, reduce strain on water supply infrastructure and ensure sufficient supply during summer months and more severe drought conditions.

This system involves four (4) stages of increasing restrictions on outdoor water use. Stage 1 permits the greatest amount of water use at 3 days per week, whereas Stage 4 does not permit any outdoor water use. Staff have prepared detailed restrictions that indicate the days and durations for each type and method of outdoor water use, permitted under each stage. These detailed restrictions can be adjusted periodically, if required, based on staff observations and public feedback.

Multistage water restrictions are in effect throughout the year and replace the previous system which restricted outdoor water use to two (2) days per week between May 15th and Sept 15th. The implementation of water restrictions is permitted under Section 20 of the Water Rates and Waterworks Bylaw 1274.

Stage changes are implemented by staff as warranted by environmental conditions, water supply system capacity and demand on the system.

2023 IMPLEMENTATION

Communications about the multistage water restriction system began in May with newspaper ads, radio ads and social media posts. In early June, twelve (12) water restriction signs were installed in key locations around the City, as well as near the customer service counter at City Hall.

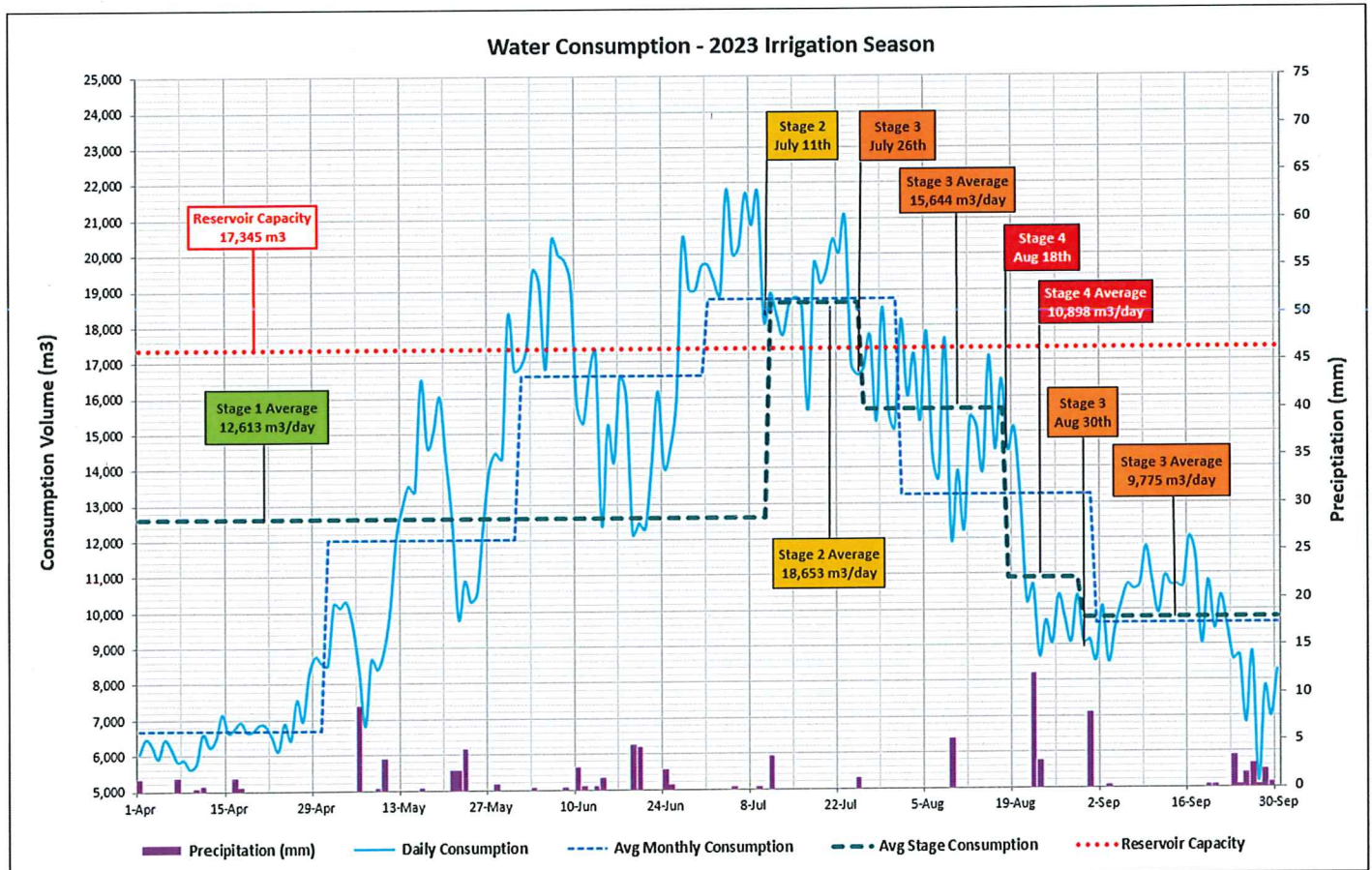
Severe drought and wildfire conditions required the City to implement all four stages in 2023. Although these conditions were not desirable, it did provide the opportunity to fully test the

implementation of each stage, which included the communication of stage changes to the public, assessment of public response and compliance, and receipt of feedback from the public pertaining to the types and amounts of irrigation that were permitted in each stage.

System capacity is the key factor in determining water restriction stages. If consumption is consistently at or above capacity the system has to run continuously to keep reservoirs at a level to meet fire flow requirements. This puts significant strain on the water supply infrastructure, leading to higher operations and maintenance costs and potentially shortening the anticipated useful life of the infrastructure.

Figure 1 shows the 2023 water consumption history from April 1st to Sept 30th and how this changed with each stage change. There was minimal change in demand after the implementation of Stage 2 which necessitated Stage 3 restrictions to be implemented within two weeks. Stage 3 achieved greater reductions, slowly bringing the daily demand below reservoir capacity; however, it was the implementation of Stage 4 restrictions that ultimately achieved the greatest reductions. The proximity of the Adam’s Lake wildfire complex and the extremely low Shuswap Lake level at that time were likely factors in achieving this level of public compliance with the Stage 4 restrictions.

Figure 1: Water Consumption - 2023 Irrigation Season



1000 m3 = 1 Megalitre (ML)

EDUCATION AND ENFORCEMENT

The focus for the first year of multistage restrictions was to build public awareness of the new system. The following approaches were taken:

- As in previous years, Public Works utilities crews provided water restriction information notices to properties that were not conforming to the current restriction stage.
- Engineering and Bylaw staff received many calls and emails from residents reporting others who were contravening the restrictions. Staff contacted the property owner where the infraction was occurring via phone, email, written letter or visit to the property by a bylaw officer. In the majority of cases, property owners or residents complied with the restrictions after being contacted by City staff.
- During Stage 4, bylaw officers proactively checked for infractions on a daily basis and visited properties when complaints were received. Bylaw officers provided water restriction information sheets to property owners and in some cases issued warnings.
- Bylaw officers reported a total of thirty-seven (37) infractions during the 2023 season for which five (5) warnings were issued. They did not issue any fines.

One of the main challenges encountered was with commercial properties not adjusting their automated irrigation systems as stage changes occurred. City staff received several complaints from the public about boulevards being irrigated regularly, believing it to be City property. In many cases these properties are owned and maintained by organizations headquartered outside of Salmon Arm and it was difficult to reach the appropriate person who could address the problem. Staff followed the same process of making phone calls or sending emails and letters to the property owners until action was taken. This will likely continue to be a challenge in 2024, however, compliance should be achieved with continued staff efforts and greater public awareness of the multistage restrictions.

PUBLIC FEEDBACK AND MODIFICATIONS FOR 2024

Despite the impacts that the higher stage water restrictions imposed, it was beneficial to have implemented all four stages in 2023 as staff received valuable feedback from the public in each stage. Staff reviewed the suggested changes to the program against the ability to restrict summer peak usage. Most of the public concerns were able to be addressed, as lawn irrigation forms the largest demand on the water supply.

The main concerns expressed and the resulting staff recommended modifications to the watering restrictions are as follows:

Food Security

Concern was expressed that the watering restrictions were too restrictive to keep food producing plants, trees and shrubs alive and thriving. Staff reviewed the competing community objectives of food security and reducing peak summer usage and determined food security to be akin to an essential service. Accordingly, the watering restrictions have been amended to allow irrigation of food producing plants, trees and shrubs seven (7) days per week for a maximum of two (2) hours per day between 7 pm and 10 am in Stages 1 through 4. However, parcels over a ½ acre in size will continue to be restricted from using City water for irrigation in accordance with the Water Rates and Waterworks Bylaw 1274.

Impact to Business

Businesses involved in landscaping, and property maintenance services and car detailing expressed concern about the water restrictions in Stages 3 and 4 when outdoor water use is severely restricted and will prevent or severely limit the work they can perform.

While the actual usage of water for commercial purposes is unknown, staff estimate that there is minimal impact to the overall summer peak usage in comparison to irrigation use, however, none of the impacted business usages brought forward would be considered an essential service. Accordingly, Stage 3 restrictions pertaining to the washing of vehicles, boats and property infrastructure, and filling of pools, hot tubs and ponds will be relaxed for commercial businesses to allow those involved in these types of activities to continue operating. Stage 4 restrictions will remain as-is, whereby they are only permitted for health and safety reasons.

Restrictions on the use of drip irrigation for landscaping trees, shrubs, plants and flowers will be relaxed in Stage 3 to provide more flexibility for landscapers to continue planting. Stage 4 restrictions will be left as-is, whereby outdoor water use will be not be permitted for lawns or landscaping trees, shrubs, plants and flowers. Exemptions to water restrictions for the purpose of establishing new lawns may be granted in Stages 1 and 2.

Generally speaking, the restrictions on water use for landscaping purposes, especially lawns, presents an opportunity for landscaping companies to promote and implement xeriscaping for their customers as a means of mitigating the impact the restrictions have on their business and to increase water conservation.

City Water Use

Public feedback on the City's water usage included that the City should be planting more drought-tolerant plants in hanging baskets and planters, implementing more xeriscaping on City property and following the water restrictions on all public property.

The City's Parks Department prepared a schedule in 2023 outlining the irrigation systems, fountains and splash parks that are shut-off in each stage to maintain compliance with the intent of the water restrictions. In Stage 1 and Stage 2, 100% remain active, in Stage 3, 35% remain active and in Stage 4, 11% remain active (six key sports fields and the two splash parks). Staff reviewed reducing usage further in Stage 4, however, are not recommending any changes to this schedule in 2024 for two key reasons:

- Public spaces such as splash parks and fields are provided as a community amenity to avoid the need for each resident to supply the service individually (their own green lawn and sprinkler running for the kids); these services reduce the overall consumption of water significantly.
- The financial impact to the community of allowing the sports fields to go dormant is substantial, requiring years of additional maintenance and repair and while un-watered, the fields would have to be closed to avoid additional damage. Providing the community amenity as noted above, and avoiding additional costs to the community, in staff's perspective, outweighs the minimal water savings achieved in these few locations.

Other Initiatives

Public feedback included recommendations for City programming (including funding) to encourage property owners to xeriscape or install rain capture systems such as rain barrels, and policy changes such as regulating the maximum area of a property that can have a lawn. Building a

demonstration xeriscape garden for community education was also suggested and this initiative is included in the 2024 budget for a landscaping renewal project at Public Works.

See Appendix A for the revised detailed restrictions sheet for 2024. Appendix B contains the previous version used in 2023.

STAFF COMMENTS

The implementation of multistage water restrictions in 2023 was very timely considering the severe drought and wildfire situation in the Shuswap and BC as a whole. Although these circumstances were not favourable, they did provide the City with the opportunity to implement all four stages and for the public to quickly learn about this new system and what types of outdoor water use are permitted in each stage. It also provided the opportunity for the City to receive valuable feedback from the public as each stage was implemented, and subsequently make adjustments to provide a higher level of service to the community while still ensuring water conservation.


Staff are very appreciative of the responsiveness of the community in adjusting to this new system and adhering to the restrictions imposed by each stage.

Respectfully,



Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

APPENDIX A: 2024 Water Usage Restrictions Sheet



MULTISTAGE WATER RESTRICTIONS


www.salmonarm.ca/water-restrictions

February 2024

IMPORTANT: City water must not be used for irrigating parcels of land in excess of 1/2 acre (incl. those with Farm status)

See bottom of page for schedules and other information	STAGE 1	STAGE 2	STAGE 3	STAGE 4
	NORMAL	MODERATE	ACUTE	SEVERE
LAWNS → Lawns only need 1" to 1.5" of water per week to promote deep root growth and improve drought-tolerance. One good weekly watering or rainfall is sufficient. Install a rain sensor so your system doesn't come on when it rains and use a rain gauge to measure watering depth.				
Sprinkler or soaker hose (manual or automatic) <i>(including sprinkler use for cooling or children's play)</i>	3 days/week Max 2 hrs/day ¹	2 days/week Max 2 hrs/day ¹	1 day/week Max 2 hrs/day ¹	NOT PERMITTED
Drip irrigation (manual or automatic) Hand watering (self-closing nozzle or watering can)	In accordance with City permit	In accordance with City permit	NOT PERMITTED	NOT PERMITTED
New lawns (sod or seed) <i>(permit required from the City for additional watering)</i>	In accordance with City permit	In accordance with City permit	NOT PERMITTED	NOT PERMITTED
LANDSCAPING PLANTS, TREES, SHRUBS, FLOWERS				
Sprinkler or soaker hose (manual or automatic)	3 days/week Max 2 hrs/day ¹	2 days/week Max 2 hrs/day ¹	1 day/week Max 2 hrs/day ¹	NOT PERMITTED
Drip irrigation (manual or automatic) Hand watering (hose w/ self-closing nozzle or watering can)	7 days/week Max 2 hrs/day ¹	7 days/week Max 2 hrs/day ¹	7 days/week Max 2 hrs/day ¹	NOT PERMITTED
FOOD-PRODUCING PLANTS, TREES, SHRUBS → Restrictions apply to residential and commercial properties. Irrigation must be contained to food producing areas and conform to 1/2 acre restriction above.				
Sprinkler or soaker hose (manual or automatic)	7 days/week Max 2 hrs/day ¹	7 days/week Max 2 hrs/day ¹	7 days/week Max 2 hrs/day ¹	7 days / week Max 2 hrs/day ¹
Drip irrigation (manual or automatic) Hand watering (hose w/ self-closing nozzle or watering can)	As Needed ²	As Needed ²	As Needed ²	As Needed ²
OTHER OUTDOOR WATER USE				
Hand washing vehicles or boats <i>(hose w/ self-closing nozzle or pressure washer)</i>	As Needed ³	As Needed ³	As Needed ³	Permitted for health and safety & invasive species control only
Cleaning walkways, driveways, windows, fences, exterior building surfaces etc. <i>(hose w/ self-closing nozzle or pressure washer)</i>	As Needed ³	As Needed ³	As Needed ³	Permitted for health and safety only
Filling swimming pools, hot tubs, garden ponds, fountains	As Needed ³	As Needed ³	As Needed ³	Permitted for health and safety only
Commercial businesses providing services that require outdoor water use (non-irrigation)	As Needed ³	As Needed ³	As Needed ³	Permitted for health and safety only
Public sports fields, common spaces and fountains	Restricted per Public Works schedule	Restricted per Public Works schedule	Restricted per Public Works schedule	Restricted per Public Works schedule

Water Use Schedules	3 days/week	2 days/week	1 day/week
Group A: Addresses ending in 00 – 33	Sun, Tue, Fri	Tue, Fri	Tue
Group B: Addresses ending in 34 – 66	Mon, Wed, Sat	Wed, Sat	Sat
Group C: Addresses ending in 67 – 99	Sun, Tue, Thurs	Sun, Thurs	Thurs



WATCH FOR THESE WATER RESTRICTION SIGNS IN THE CITY

Changes to stages will be communicated with these signs and through the City's website, Notify Me alerts, social media, local newspapers and radio

NOTE: Stratas and mobile home parks (MHP) are to use the street address NOT the unit address. (i.e. the entire strata or MHP will share watering days)

- On designated days irrigation is permitted for a MAXIMUM of 2 HOURS with the following conditions:
 - No irrigation between 10 AM and 7 PM to minimize evaporation.
 - Preferred time for automatic systems is between 12 AM and 7 AM to reduce peak demand.
- Avoid watering of food producing plants/trees/shrubs between 10 AM and 7 PM to minimize evaporation.
- The use of water for non-irrigation purposes is discretionary and can be done when required, per the chart above. We ask residents and businesses to minimize the frequency and conserve water to the full extent possible.

Use of an open pipe or hose for irrigation or washing of vehicles, boats or property is prohibited.

Contact the City for further info: 250.803.4000 / info@salmonarm.ca

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
DATE: February 20, 2024
SUBJECT: Response to letter from D. Barnard to Council re: Water/Sewer Bylaws

FOR INFORMATION

Further to Mr. Barnard's letter to Mayor and Council dated December 4, 2023 regarding water and sewer billing concerns, the Engineering Department has reviewed and prepared the following response.

BACKGROUND:

Estimated Metered billing

With regard to the approximate cost for metered billing provided to Mr. Barnard, this calculation included both water and sewer costs, as per current bylaws, and varied greatly depending on the monthly average used and extrapolated over the course of a year. The average monthly consumption from spring 2021 to fall 2022 was 82 m³, or 2.1 times the flat rate, which in 2023 for water and sewer was \$657. The estimated bi-monthly metered billing rate based on 82 m³/month was \$280, or \$1680 per year (this is higher than 2.1 x \$657 due to the 2023 tiered rate structure). At its highest point, consumption averaged 182 m³/month, resulting in an extrapolated annual bill of approximately \$3,000, but this is not representative of actual annual usage as this peak usage month is unlikely to continue in winter months. While staff provide calculations for illustrative purposes, users on metered billing will always be billed based on actual usage per our bylaw rates.

Water and Flat Rate Billing Quantity (39 m³)

Using the 2021 census average of 2.3 persons per household for Salmon Arm, 39 m³/month translates to 557 litres per capita per day (lpcd). The data cited by the Okanagan Basin Water Board referenced in Mr. Barnard's letter indicates that the BC average is 490 lpcd and the Okanagan average is 675 lpcd. Salmon Arm's billing quantity therefore seems to be within an appropriate range based on these statistics.

Water/Sewer

Mr. Barnard's points about the complexity of applying a fairness principle to water and sewer billing are legitimate. The water and sewer systems are self-funded utilities and rates are set based on a number of principles to capture the operation and maintenance costs as well as capital expenditures for replacement and capacity upgrades. While there are other sources of funding

for the utilities (developer cost contributions, grants, etc.) the costs for the system must ultimately be distributed between the users and the method of distribution can be set to accommodate any guiding principles of the municipality be it fairness, environmental sustainability, minimizing operational costs, etc.

Using flat sewer fees, but metered water rates is an option (or alternatively a percentage of the water usage) but the outcomes of implementing this billing structure must be weighed against the organization objectives. Charging metered rates for sewer use related to irrigation, while not accurate, may meet the organizational objective of water conservation, for instance.

Staff note that there is a user rate study in the 2024 budget to review the existing and anticipated system costs and user rate distribution options.

Credit Meters:

Currently only strata and commercial properties are permitted credit meters and staff do not support the use of them on single family dwelling properties. Ubiquitous use of credit meters would require double the meter infrastructure to be owned, maintained and read by the City and complicates the process of billing.

STAFF COMMENTS:

Staff appreciate the perspective Mr. Barnard has expressed regarding the distribution of water and sewer rates amongst users and will ensure the points are brought up for discussion while completing the 2024 rate study.

Respectfully,



Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

Attachments: Mr. Barnard's letter to Mayor and Council dated December 4, 2023

X:\Operations Dept\Engineering Services\5600-WATER SUPPLY\5600.03 Water Meters\EXCESSIVE USERS\2022\Fall 2022 – Excessive Users\Excessive Use Letters\Letters sent June 2023\5290 11 St NE

Dave Barnard

December 4, 2023

Salmon Arm, B.C. V0E 1N3

Mayor and Council

Re: Water/Sewer Bylaws

Please note that my comments apply **only** to domestic users and **not** to commercial users.

On June 23, 2023 I received a letter stating that I was using water in excess of what I was paying for under the flat rate billing system. This did not surprise me as I have quite a large lawn and try to keep it healthy. I discussed the options via both email and telephone with City staff and asked for a grace period to figure out the split between my household and irrigation usage. To gather this information, I took daily and weekly meter readings to better understand when and how much water I was using. Based on my calculations, I use approximately 2.38 times the 39 M3 monthly allocation under the flat rate billing system. My household water use of 22.9 M3 from October 1 to March 31 is well below the 39 M3.

As the discussions with City staff continued, it was mentioned multiple times, that I should be on metered water because I was using more water than I was paying for. I fully agreed to this as it is only fair and completely logical that each homeowner pay for what they use. City staff calculated several billing cost estimates for me with some as high as \$3000 and \$4000. Given that the flat rate for water is approximately \$325 per year and that I use 2.38 times more than the 39 M3, logically the billing should be approximately ($\$325 \times 2.38$) or \$773.5. I reviewed the Water Rate Bylaw, recalculated my cost based on the rate schedule and calculated that my water billing should be \$728 which is materially different than the CSA staff calculation.

Upon further investigation, it turns out, if you elect metered billing for water you have to go to metered billing for sewer. Given that there are no meters in place to calculate sewer volumes, the volume used to calculate sewer usage is taken from the water meter. This results in metered users being charged for sewer volumes that never enter the sewer system but rather are used for washing cars, cleaning your driveway, watering vegetable gardens, lawns and shrubs. If the guiding principle is that home owners should pay for what they use then the Bylaws clearly do not accomplish this. So, what can be done to achieve a better result?

The existing Bylaw is quite old and perhaps a review and amendments designed to reflect the current needs of the community is in order. A few random thoughts for your consideration:

39 M3.

The 39 M3 is used as a baseline for monthly household use. This volume is not unreasonable based on the Canadian average of 329 liters per person per day. High density housing in the major urban area however skews that average downward. Published average usage for Okanagan residents is 675 liters per

day. For a family of four that translates to 83.7 M3 per month. Is the 39 M3 we use to set flat rates the appropriate volume for residents in the Salmon Arm?

Water

Properties with meters who historically use more than the 39 M3 monthly can easily be switched to metered water billings. Properties using less than 39 M3 could stay on the flat rate for simplicity, or go to metered billing if they wish. Both billing systems are already in place.

Properties without a meter present another set of challenges. Currently they are paying the flat rate for water. As there is no way to measure their consumption, flat rate billing is currently the only option. This does however raise the issue of fairness. Grandfathering these residences by having a building permit application or a change of ownership trigger a metering requirement would eventually deal with this issue.

Sewer

Currently there is no ability to measure the volume of sewer outfall for individual domestic residences and accordingly nearly every residence pays the same flat rate. If we follow the stated principle that each homeowner should pay for what they use, then this practice is flawed. For example, a single senior with a small property pays the same as an active family of five. While this may not be entirely fair, we may be stuck with the flat rate system given the difficulty in measuring the sewer discharge at individual residences.


Credit meters

CCSA staff suggested that I could instal a credit meter. This involves the purchase of a second water meter, and having a plumber instal the device in your home for a cost of approximately \$1000. The credit meter measures the water going out of your irrigation line and gives you a sewer credit for that volume. This may work if you have a dedicated line feeding an underground irrigation system but it won't if you water using hoses attached to your exterior hose bibs. In my opinion forcing all households using more than 39 M3 to incur this expense due to the inability to measure sewage outfall is just wrong. Average sewer volumes can easily be calculated by using water volumes during the winter months when irrigation does not occur.

If our goal is to keep things fair and simple, why not give those on metered water the option to use the flat rate for sewer. Common sense tells us that water used inside goes into the sewer system and water used outside does not. Residents should not be paying sewer rates on their outside usage because it does not go into the sewage system.

If Mayor or any Councillor has questions or would like to discuss any of these comments, please contact me. I have collected a lot of data over the last six month that may be of interest.

Yours truly,



Dave Barnard





REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Engineering & Public Works – Replacement UV Bulbs Purchase - WPC

Date: February 26, 2024

Motion for Consideration:

THAT: Council approve the purchase of 80 new UV bulbs and 8 bulb sleeves for the Trojan UV 3000 Plus™ from Ramtech Environmental Products, for the quoted total price of \$41,048.40 including shipping and handling plus applicable taxes;

AND THAT: The City’s Purchasing Policy No. 7.13 be waived in the procurement of 120 new UV bulbs to authorize sole sourcing of same to Ramtech Environmental Products.

Background:

The Trojan Ultra Violet 3000 Plus™ disinfection system was installed in late 2018. The system utilizes 4 banks of UV lights with each bank containing 30 bulbs. The life span of a bulb is approximately 12,000 hours and as a result a large percentage of the bulbs require replacement this year. The system normally runs on 2 banks but will automatically vary intensity and the number of banks running based on demand to meet dosage requirements.

Although generic bulbs are available at a discount of approximately 15%, they come with an uncertainty as to the quality and durability. Additionally, the Trojan UV OEM bulbs come with warranty coverage and a free recycling program. For this reason, staff recommends the purchase of OEM bulbs from the Trojan UV Western Canada representative company Ramtech Environmental Products. As such, staff views this as a sole source project under Policy No. 7.13 Section 3 whereby, not awarding to lowest quote due to City objectives and operational requirements.

The 2024 major maintenance budget for this purchase was approved at \$50,000.00.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2023-2027 Financial Plan
			Long Term Financial Plan

Financial Considerations:

Alternatives & Implications:

Communication:

Prepared by: Manager of Utilities
Reviewed by: Director of Engineering & Public Work
 Chief Financial Officer
Approved by: Chief Administrative Officer



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Chief Administrative Officer – Public Art Policy No. 1.16

Date: February 26, 2024

Motion for Consideration:

THAT: Council approve Policy No. 1.16, Public Art;

AND THAT: Staff be directed to prepare a Terms of Reference for a Salmon Arm Public Art Advisory Committee.

Background:

‘Alive with the Arts’, the City’s first Cultural Master Plan, was approved by Council in November 2020. In 2021, in support of Objective 1.1 (sustainable support and investment in culture as part of Salmon Arm’s economic strategy and community planning initiatives), a tripartite agreement between the Shuswap District Arts Council (SDAC), Salmon Arm Economic Development Society (SAEDS) and the City was signed. The agreement affirms the continued commitment of the three organizations to working together to implement recommendations from the plan.

Since that time, the three parties have been meeting annually to review the recommendations, and engage the public in ongoing discussions. One such recommendation is the development of a Public Art Policy (supporting action to Objective 3.1 - transform spaces by intentionally leveraging artistic and creative activity to serve the community and build character and quality of place). Tracey Kutschker, SDAC, provided the initial draft policy, which staff have utilized in crafting the document attached for Council’s consideration.

Legislative authority / plans / reports:

	Official Community Plan	X	Cultural Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2023-2027 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The financial implications for the City in respect of this policy are limited to staff time for committee meetings, unless Council decides to allocate funds in future budgets and/ or commission or purchase public art.

Council established a Cultural Amenities Reserve through the 2024 budget process by repurposing the funds that had been set aside for, and subsequently carried over from, Canada 150. The balance of this reserve is currently \$8,200.00.

Alternatives & Implications:

If Council chooses not to move forward with a public art policy and committee at this time, the City will continue to manage public art on an ad hoc basis. To date, several requests have come forward and there is no formal mechanism for approval. As public art has the potential not only to enhance its surroundings, but also detract from them, not having a policy brings with it some risk.

Communication:

The policy will be placed on the City's website and a social media post will be created and shared. Once the Terms of Reference has been drafted by staff and endorsed by Council, the committee will be advertised and a report will be brought back to Council for selection of committee members.

This information will also be shared at the annual open house for the Cultural Master Plan.

Prepared by: Chief Administrative Officer
Reviewed by: Director of Corporate Services

Attachments:

- Policy 1.16 – Public Art

TOPIC: Public Art

Introduction:

Public art is essential to the healthy growth of a community. It creates a vibrant sense of place and contributes to a community's reputation and identity for both residents and visitors. It provides citizens with opportunities for the exchange of ideas and expression through their involvement in the public art process and creates a sense of ownership and belonging. Public art involves artists in the building of community and its ongoing cultural evolution, and can include the creation of public gathering places, which are important in contributing to the vitality of a community.

Purpose of Public Art Policy:

- Enrich the public environment and promote awareness, understanding, access and enjoyment of art as part of everyday life for Salmon Arm locals and visitors;
- Promote and encourage the development and public awareness of fine arts;
- Enhance the beauty of the Salmon Arm community by placing quality visual art in highly accessible and visible public places for residents and visitors to enjoy;
- Identify and enhance the sense of community identity unique to Salmon Arm, and to encourage artworks that reflect community and regional diversity, values, history, nature and culture;
- Create opportunities, challenges and encouragement for all types of artists and artistic expression, and for the creation of site-specific works that promote relationships between the artwork and the public;
- Create a visually and functionally superior environment for Salmon Arm's residents and visitors; and
- The individual pieces of public art are recognized as one body of public art in the community.

Statement of Intent:

This policy provides guidelines for Salmon Arm City Council for the development, planning, acquisition, maintenance, and deaccessioning of public art within the City of Salmon Arm's jurisdiction.

Scope:

The Public Art Policy applies to all of the City of Salmon Arm's current and future buildings and public spaces within the City's jurisdiction.

The City of Salmon Arm will seek to partner with the Shuswap District Arts Council, Columbia Shuswap Regional District and other governing bodies, when appropriate, in order to successfully manage all public art projects, whether short-term or ongoing.

Context:

The City of Salmon Arm recognizes that public art is as diverse as the landscape in which it is presented. It is inspired and informed by a multitude of environments – the cultural, physical, political, emotional and spiritual.

In this policy, PUBLIC ART refers to contemporary artwork occurring on public property owned by the City of Salmon Arm. It can involve highly diverse works that integrate art, design and architecture into the public realm. It can be temporary or permanent. It can involve highly experienced public artists, young and emerging artists, and art produced by a community initiative.

Public art within the City of Salmon Arm should enhance local character and sense of place, through a variety of mediums. Such works include but are not limited to:

- Sculpture, in any material or combination of materials, whether in the round, bas relief, high relief, mobile, fountain, kinetic or electronic
- Murals, mosaics, fibre works, glass works, photography, paintings, or other art forms in any material or combination of materials
- Tableaux, vignettes or creative displays of an artistic/informational nature, which interpret the heritage significance of a building or site
- Aesthetic enhancements of City infrastructure, such as railings, bridges, street furniture, buildings, equipment, street lights, manhole covers and waste receptacles
- Performance or event-based works

Installations, whether temporary or long-term, should be durable and involve low maintenance costs to the City.

Role of City:

The City of Salmon Arm will facilitate the growth of public art through a variety of means, beginning with the fundamental belief that artistic creations are a part of Salmon Arm's culture and need to be considered for inclusion in both the built and natural landscape whenever appropriate. These artworks may include:

- 1) Commission, i.e. purchasing an artwork
- 2) Integrated art, i.e. planning from the inception of Council's capital works programs for the integration of art works into the project;
- 3) Public art in a community setting
- 4) Public art that is stand-alone; and
- 5) Public art that is curated, themed or part of an overall collection.

The City of Salmon Arm, through a Public Art Advisory Committee, will consider all other relevant City policies and by-laws in terms of art and culture related endeavors prior to embarking on any new project.

Appointment of Salmon Arm Public Art Advisory Committee (SAPAAC):

The Salmon Arm City Council will maintain a Public Art Advisory Committee consisting of one City Councillor, one representative from Shuswap District Arts Council, and appointed community members who are knowledgeably engaged with public art in the context of Salmon Arm.

Role of SAPAAC:

SAPAAC will provide advice and recommendations to Council on issues associated with public art in the City of Salmon Arm, which will include:

- Promoting awareness and understanding of the benefits of public art;
- Encouraging appropriate sponsorship of public art projects;
- Supporting community initiatives in the creation and provision of public art within the City of Salmon Arm;
- Developing criteria and processes for the selection of art for Council's approval, and refining these criteria and processes as the need arises;
- Assisting in the selection process of public art and making recommendations to Council in commissions and/or competitions (open or by invitation) for public art;
- Working with staff to identify potential sites and projects for future public art installations; and
- Ensuring that recommendations are compatible with the surrounding environment and character of the City of Salmon Arm.

Funding:

The City of Salmon Arm has established a Cultural Amenities Reserve that may be used, at Council's discretion, for public art projects that align with this policy.

SAPAAC will work with Council, via staff, to determine a variety of options for funding public art projects within the City of Salmon Arm's jurisdiction.

Jointly funded and managed public art projects:

The City will seek to partner with the Columbia Shuswap Regional District, the provincial and federal governments and other public and private funders as opportunities arise.

Temporary Donations of Art:

Temporary donations of artwork from touring arts organizations or other sources contribute short-term gain to a community's art inventory and will be considered where appropriate.

Donations and Gifts:

Donations and gifts can help fund or provide for public art in the City. Donations of art will be considered under the terms of this policy.

Liability:

Liability insurance will be the responsibility of the artist/group until completion of the installation of the piece. After this time, the City of Salmon Arm will retain responsibility for liability coverage if the artwork has become part of the permanent collection and is owned by the City. This will be set out in the terms and conditions of any project contract signed between the City of Salmon Arm and any artist, group or business entering into an agreement with the City of Salmon Arm, determined on a case by case basis.

Maintenance of projects acquired by the City of Salmon Arm:

The development of a maintenance plan is the responsibility of the artist and must be submitted with the proposal for review and consideration of SAPAAC as part of the selection process. Key information such as maintenance specifications and budgets, engineers' specifications and contact information must be provided.

The City of Salmon Arm will be responsible for the care and maintenance of the work it has acquired for the collection.

Maintenance of temporary public art installations:

For work which is leased or loaned to the City of Salmon Arm for a specified time period, a maintenance plan must be submitted by the artist for review by SAPAAC. Maintenance of temporary artwork will be the shared responsibility of the City of Salmon Arm and the artist.

Deaccessioning artwork:

Deaccessioning will only occur after an assessment is undertaken by the SAPAAC and a report justifying the recommendation, including recommended method of disposal, is provided for Council's consideration and approved. Public art can be deaccessioned under any of the following conditions:

- The work of art is deteriorating and restoration is not feasible;
- The work of art is no longer appropriate for the City's collection; or
- The work of art is discovered to be stolen, fraudulent, or hazardous.

If the work of art is to be deaccessioned, it may be sold and the income put back into the City's Cultural Amenities Reserve Fund.

In the event of accidental loss, theft or vandalism, the City of Salmon Arm retains the right to determine whether repair, replacement or deaccessioning is appropriate.

Community Public Art Proposal Guidelines:

Proposals arising from local businesses, organizations and individuals must address the following items within the proposal:

1. Location of the proposed public art;
2. The current purpose of the space and how the proposed public art aligns with that;
3. Description of how the artwork will activate and expand on the purpose of the space, or, how will this artwork shift the use of this space;
4. The relevant issues that this artwork addresses, i.e. Indigenous history, environmental awareness.
5. Whether the neighbouring community/residents/businesses have been consulted about this proposed artwork;
6. The artist and their connection to the community; and
7. Any supports that are already in place for the artwork to be completed.

Prepared by: Chief Administrative Officer	Date: February 26, 2024
Approved by Council:	Date:
Amended or Replaced:	Date:

To: His Worship Mayor Harrison and Members of Council

Date: January 25, 2024

Subject: Zoning Bylaw Amendment Application No. 1249

Legal: 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
Civic: 70 and 210 11 Street SE and 1270 Okanagan Avenue SE
Owner: 604895 BC Ltd. (Right Avenue Development Corporation)
Applicant: Franklin Engineering (Samantha Mitchell/Jayne Franklin)

MOTION FOR CONSIDERATION

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 R1 (Single Family Residential) and R4 (Medium Density Residential) to R5 (High Density Residential) subject to:

- 1) Consolidation 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) 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 in 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 Permit 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 FUTHER THAT: Final reading of the zoning amendment bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.

STAFF RECOMMENDATION: That the motion for consideration be adopted.

PROPOSAL

To rezone the above noted properties from R1 (Single Family Residential Zone) and R4 (Medium Density Residential Zone) to R5 (High Density Residential Zone) in order to accommodate the development of a multi-family development of up to 420 units.

BACKGROUND

The subject property is the combined parcels located at 70 - 11 Street SE (Parcel A) and 210 - 11 Street SE (Parcel B) and 1270 Okanagan Avenue SE (Parcel C) just south of Okanagan Avenue (Appendices 1 to 3). The subject property is approximately 4.0 ha in area. In the Official Community Plan (OCP) the subject property is designated High Density Residential (Appendix 4), within the Urban Containment Boundary, and within Residential Development Area A (that area deemed the highest priority for development). As shown on Appendix 5 (zoning) the subject property is split zoned R1 – Single Family Residential and R4 – Medium Density Residential. Site photos are included as Appendix 6.

Land uses and zoning adjacent to the subject property include the following:

North: Okanagan Avenue / Single-Family Residential (R1) parcels
South: Single-Family Residential (R1) parcels
East: Dedicated pedestrian trail - 3.0 m wide (Plan KAP 53467) and
Bayview townhouse development (R4)
West: 11 Street SE / Single-Family Residential (R1) parcels

The subject property has been the focus of development proposals in the past, including a rezoning and OCP application in 2020 to develop a multi-family comprehensive development complex. The proposed bylaws to amend the OCP and zoning bylaw were given third reading; however, that developer did not follow through on the conditions required to adopt the bylaws.

The (re)development of the subject property poses several competing factors including – the presence of a watercourse that bisects the southern portion of the site (Appendix 7), steep topography (Appendix 8), and aging road infrastructure and utility networks. The applicant has provided a conceptual plan that shows potential building areas (Appendix 9). The conceptual site plan does not illustrate the location of a community storm pond discussed later in this report. As more detailed work is completed it is expected that the conceptual site plan would change and a more complete site plan would be provided at the Development Permit stage.

COMMENTS

Engineering Department

The Engineering Department comments regarding the application are enclosed as Appendix 10. The increased density requires a number of improvements to the City's road, water, storm and sewer infrastructure, including – road dedication and trails.

Engineering staff note that the south portion of 210 11 Street SE is affected by the future alignment of 3 and 4 Avenue SE. This road alignment is shown in Appendix 11. Adoption of the rezoning is subject to a covenant securing the road reserve and future dedication for that portion over 210 11 Street SE. The City has been working toward this road connection for over 10 years, including the establishment of a "4 Avenue SE Reserve Fund" to pursue the construction of the connection. At this time staff is recommending the registration of a Road Reserve Covenant to secure the City's interest in obtaining the road dedication and construction in the future.

In addition to the comments provided by the Engineering Department the following reports have been provided to the City in consideration of the application:

Traffic Impact Assessment (TIA)

The proposed increase in density brings about a number of necessary improvements to adjacent City infrastructure in order to safely accommodate the proposed number of dwelling units. Prior to considering the road improvements the applicant commissioned a TIA in 2023. As shown in Appendix 9, the proposed access/egress for the development is located at 11 Avenue SE at the south portion of the subject property and a single access at Okanagan Avenue SE at the north portion of the subject property. The TIA is to be finalized to identify the (developer provided) road infrastructure upgrades required to accommodate the increase in proposed units.

Community Storm Pond Facility

In the City's Stormwater Master Plan (2022) a high-level analysis was completed that identified the need for a community storm facility in the vicinity of the subject property in order to mitigate storm flows downstream toward the Fletcher Park and downtown area. With the submission of the subject rezoning application, the City commissioned a refined report by a consultant. The consultant's report identified potential location and size options for a community storm facility on the subject property. While the report refined information from the City's Stormwater Master Plan, staff and the applicant recognize that in order to finalize the location and size of a community storm facility on the subject property, further detailed design work is needed. To this end, staff are recommending that a Section 219 covenant be registered that would have the effect of restricting Development Permit approval for the area north of the riparian area until a location and detailed design work is completed and final construction costs are provided.

The registration of Section 219 covenants as noted in the Motion for Consideration address the future development of the site with regard to the outcomes of those reports. The responsibility for any infrastructure improvements resulting from those reports would be embedded within the covenants, and the subject of future Council decisions.

Building Department

No concerns with the rezoning.

Fire Department

No concerns.

Planning Department

The maximum density in the R5 zone is 100 units per hectare when no community amenity is provided. The maximum building height is 12.0 m. If amenities are provided at the Development Permit stage the height maybe increased to 15.0 m and the density up to 130 per hectare depending on the amenity provided (e.g. accessible units, commercial daycare, below or parkade, rental units, or affordable dwelling units). A residential building 12.0m in height would be a 4 storey building and a 15.0 m building would be a 5 storey building. Given the topography of the subject property, the impact of the building height to surrounding properties is unknown but it is likely that the scale of the building height would be reduced and the buildings positioned into the hillside rather than the use of retaining walls to construct higher buildings. These elements are to be detailed through the Development Permit process. The existing and proposed zoning setbacks are compared in Table 1 below.

Table 1. R1, R4, R5 – Comparing Zones

	Parcel Coverage	Maximum Building Height	Interior Parcel Line Setback	Exterior Parcel Line Setback	Front Yard Setback	Rear Yard Setback
R1	45%	10m	1.5m	6.0m	6.0m	6.0
R4	55%	10m, may be increased to 13m if amenities are provided	1.2m	5.0m	5.0m	5.0m
R5	55%, 70% if parking is provided underground	12.0m, may be increased to 15.0m if amenities are provided	2.4m	5.0m	5.0m	5.0m

Official Community Plan (OCP)

In addition to the High Density Residential Development Guidelines and identifying Area A as a priority area for development in the OCP, in 2020 Council adopted the *Salmon Arm Community Housing Strategy*. Specifically, the OCP strongly encourages multi-family development along corridors where public transit, pedestrian access routes and the availability of servicing are in close proximity. The proposed rezoning aligns with this policy.

Salmon Arm Community Housing Strategy

In encouraging more housing and housing diversity, the *Salmon Arm Community Housing Strategy* encourages the City to facilitate the development of multi-family housing, and considers the importance of density and housing diversity in easing housing supply issues in the community.

Both the OCP and the *Community Housing Strategy* offer guidelines and policies for incorporating higher density housing options in the community.

Development Permit (DP)

Should the rezoning be adopted, the issuance of a Residential Development Permit for any multi-family building would be required. Through the DP process building massing, elevations, landscaping, internal traffic circulation, along with access and egress are matters that would be reviewed and addressed in more detail with that permit application.

Riparian Area Protection Regulation (RAPR)

As shown in Appendices 7 and 9, a watercourse bisects the southern portion of the subject property. Pursuant the *Riparian Area Protection Regulation*, the applicant has submitted a report to the Province for approval. The details of the report, including development setbacks from the watercourse and mitigation are to be addressed in more detail by the applicant at the Development Permit stage. The rezoning application does not trigger Provincial approval of the report; however, approval prior to the issuance of a Development Permit is required by legislation.

Public Consultation

Pursuant to the *Local Government Act* bylaw amendment notices are mailed and hand delivered to occupiers and land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper. The notices advise of the date that Council is to consider first reading of the bylaw. Given that the subject property is within the Urban Containment Boundary, the OCP designation is consistent with the proposed zoning and the purpose of the rezoning is to provide residential units, Council is prohibited from holding a Public Hearing on the bylaw.

Conclusion

Given that the OCP supports rezoning the subject property to R5 (High Density Residential Zone), staff are supportive of the rezoning. Since 2010, there have been twenty-two zoning amendments from low (R1, R8) or medium density (R4) residential zones to high density residential zoning (R5). The City's *Housing Needs Assessment* and *Housing Strategy* highlight the ongoing need for higher density development and multi-family housing formats in order to provide more variety within the City's housing spectrum. The proposed rezoning would align with these goals.

Staff are recommending that the rezoning application be supported with covenants registered to secure the completion of work to ensure a more detailed or refined site plan. The covenants restrict development or subdivision until those items are addressed prior to advancing the more detailed work of the Development Permit process.

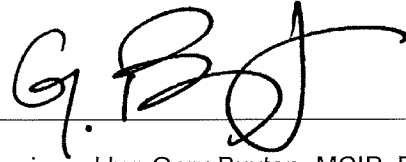
Allowing the development to move forward on this basis would allow the applicant to engage in more detailed building massing, site planning and design work that would be required for a Development Permit application. Despite the constraints posed by the various site challenges (steep slopes, Riparian Areas, servicing), R5 development could still proceed on the subject property.

Prior to the construction of any buildings, the developer would be required to obtain a Residential Development Permit. At that time specific site conditions such as building massing, traffic circulation details,

landscaping and the integration of trail networks would be addressed and the matters related to the before mentioned covenants could be removed provided that conditions are properly addressed.



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

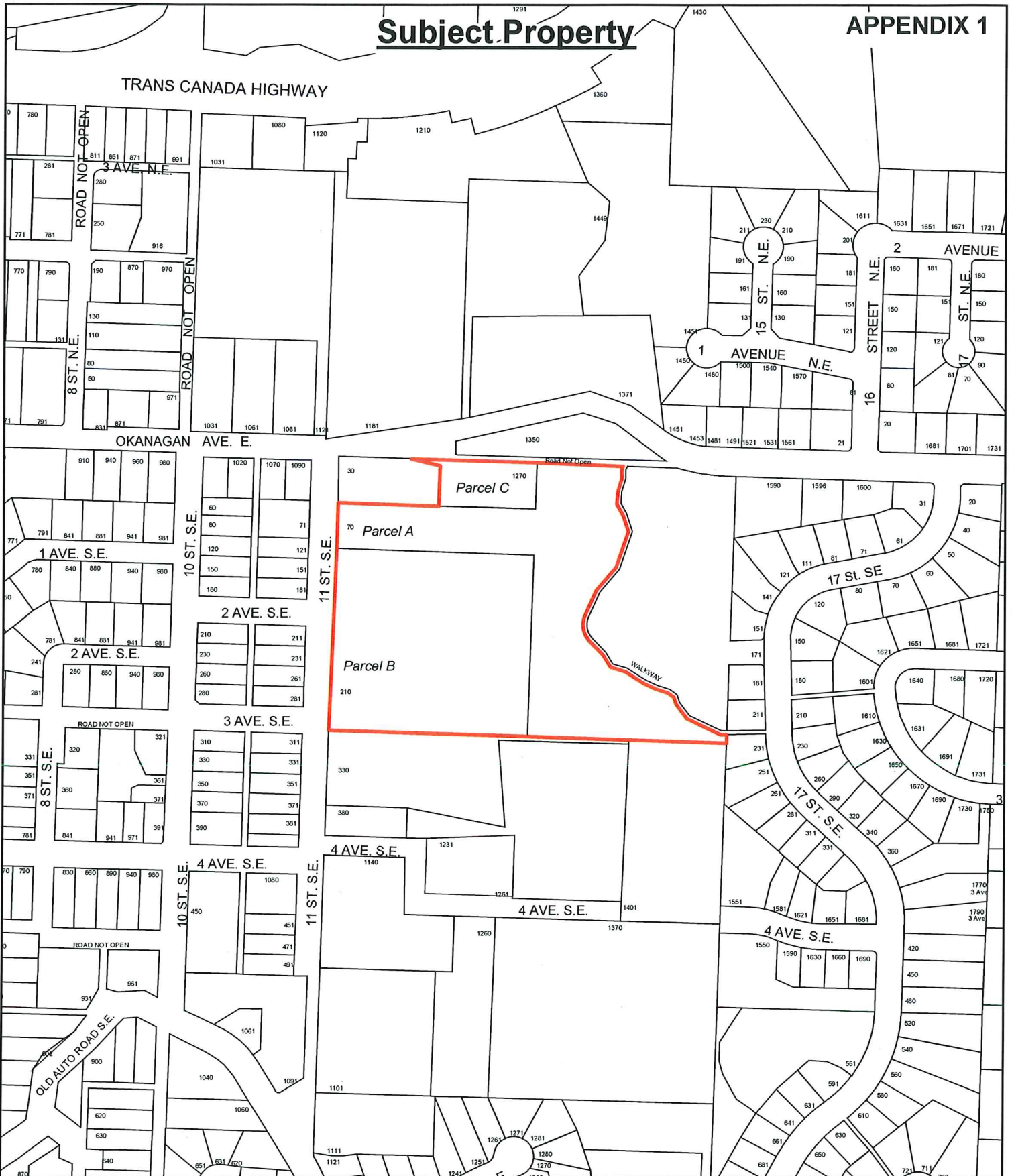


Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning and Community Services

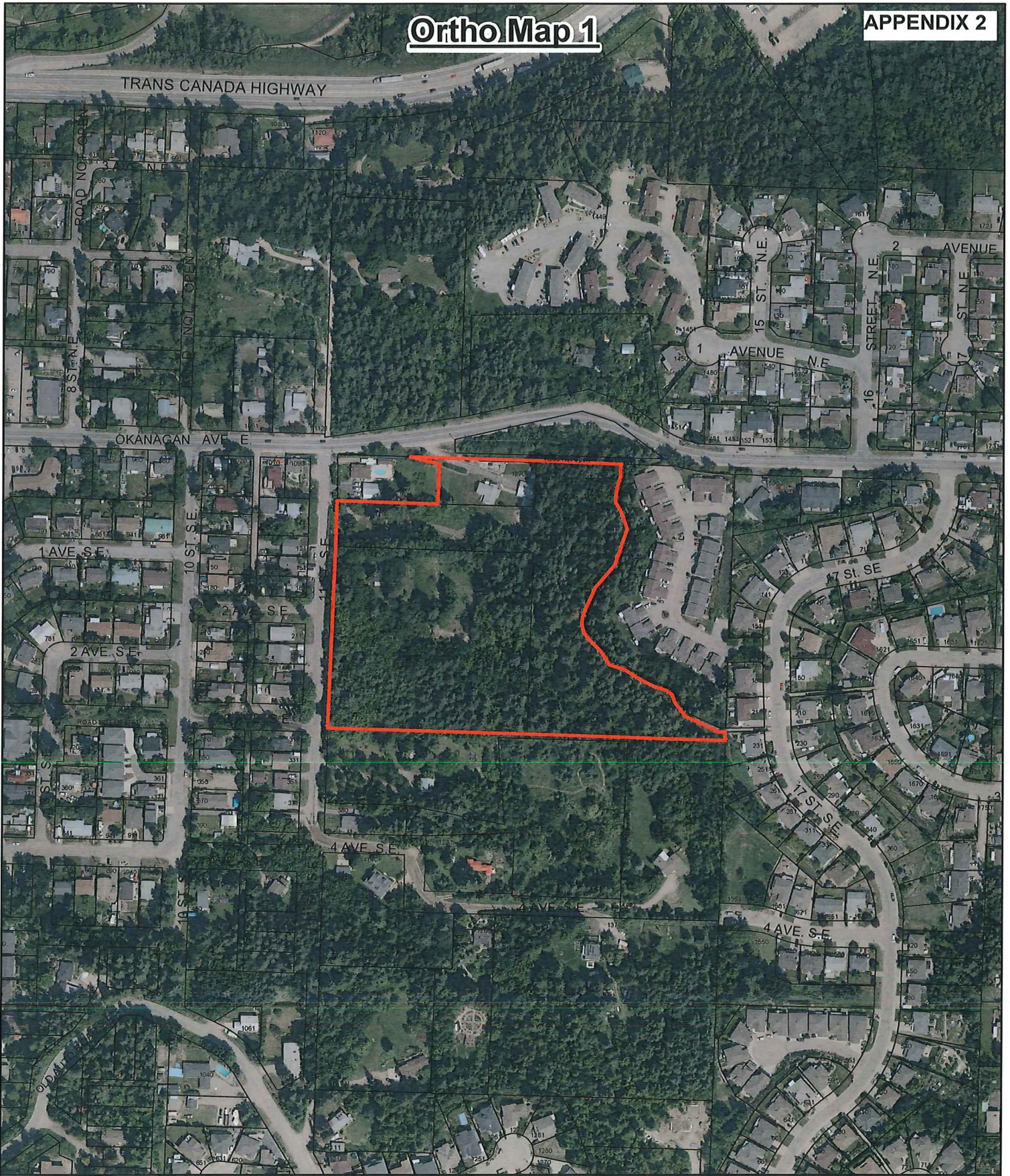
- Appendix 1: Subject Property Map
- Appendix 2: Ortho Map 1 (Large Scale)
- Appendix 3: Ortho Map 2 (Small Scale)
- Appendix 4: OCP Map
- Appendix 5: Zoning Map
- Appendix 6: Site Photos
- Appendix 7: Watercourse Map (Approximate Location of Riparian Area)
- Appendix 8: Steep Slopes Map
- Appendix 9: Conceptual Site Plan
- Appendix 10: Engineering Report, dated July 28, 2023
- Appendix 11: 4 Avenue SE Connection Realignment, dated December 19, 2023

Subject Property

APPENDIX 1



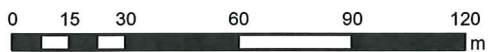
-  Subject Property
-  Parcels



-  Subject Property
-  Parcels

Ortho Map 2

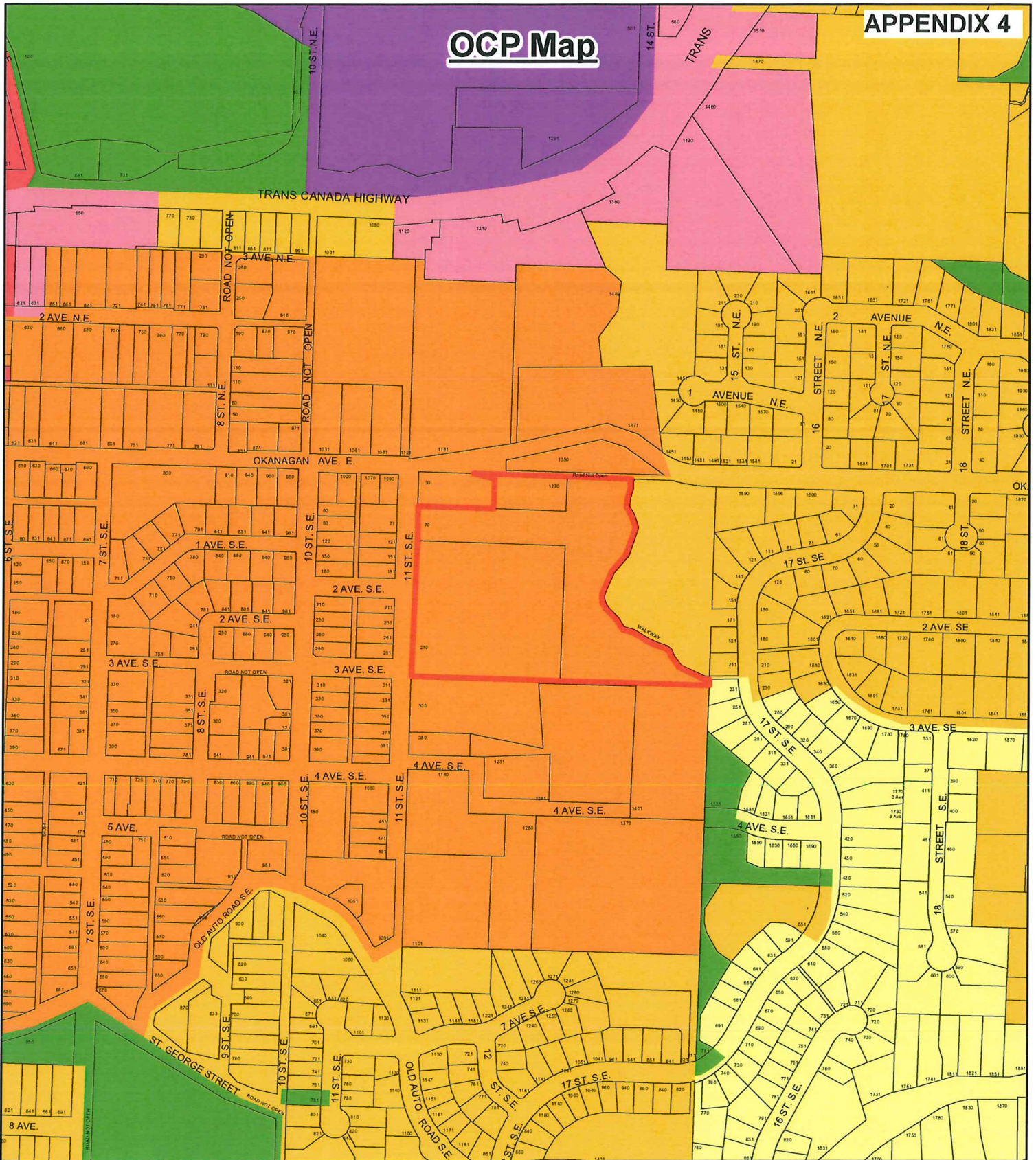
APPENDIX 3



-  Subject Property
-  Parcels

OCP Map

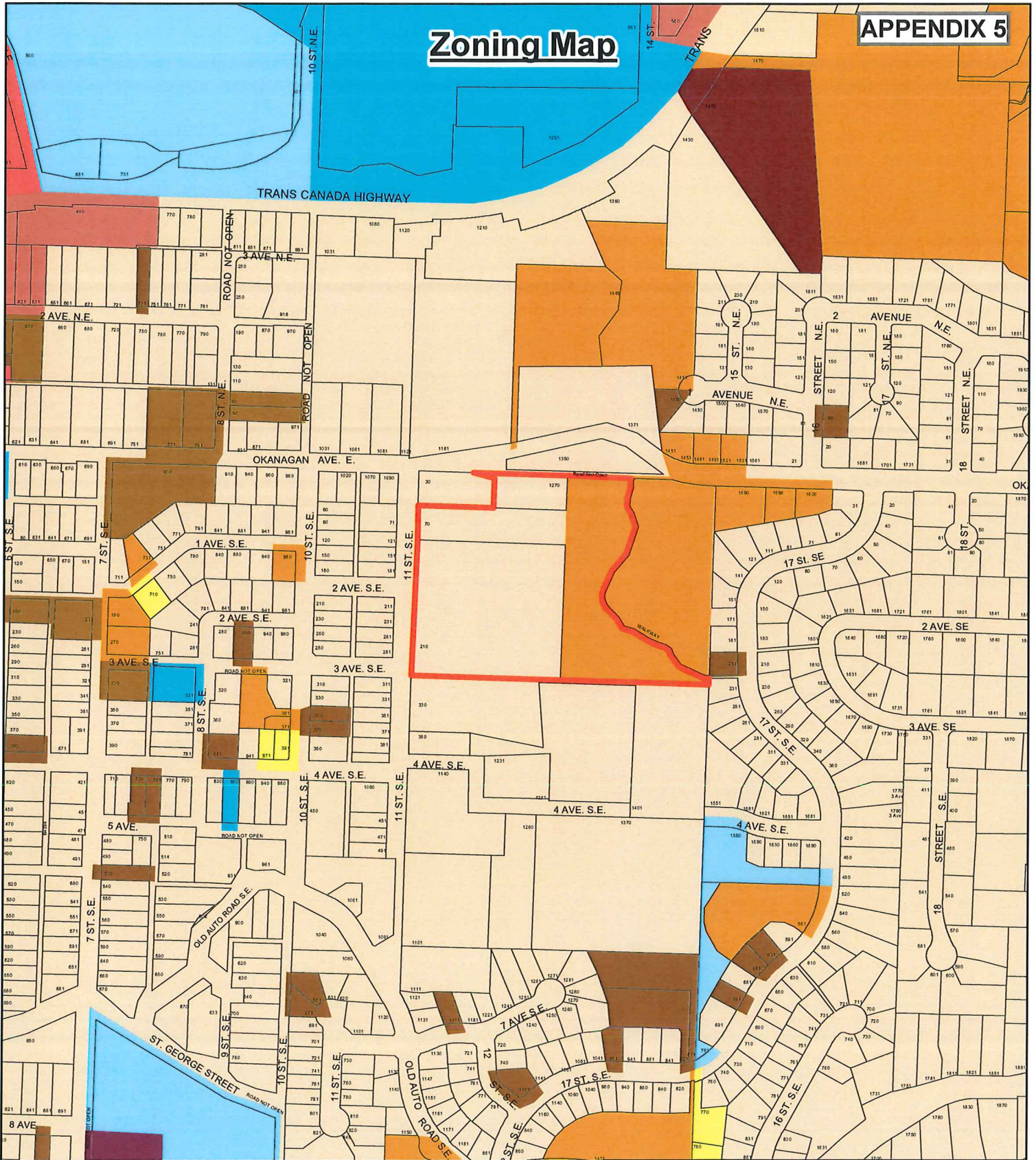
APPENDIX 4



- Subject Property
- Park
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Residential - High Density
- Commercial - City Centre
- Commercial - Highway Service / Tourist
- Parcels

Zoning Map

APPENDIX 5



	Subject Property		C-2		P-1		R-4
	Parcels		C-3		P-3		R-5
			C-6		R-1		R-6
			C-9		R-2		R-7
							R-8

11 Street SE

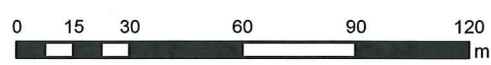
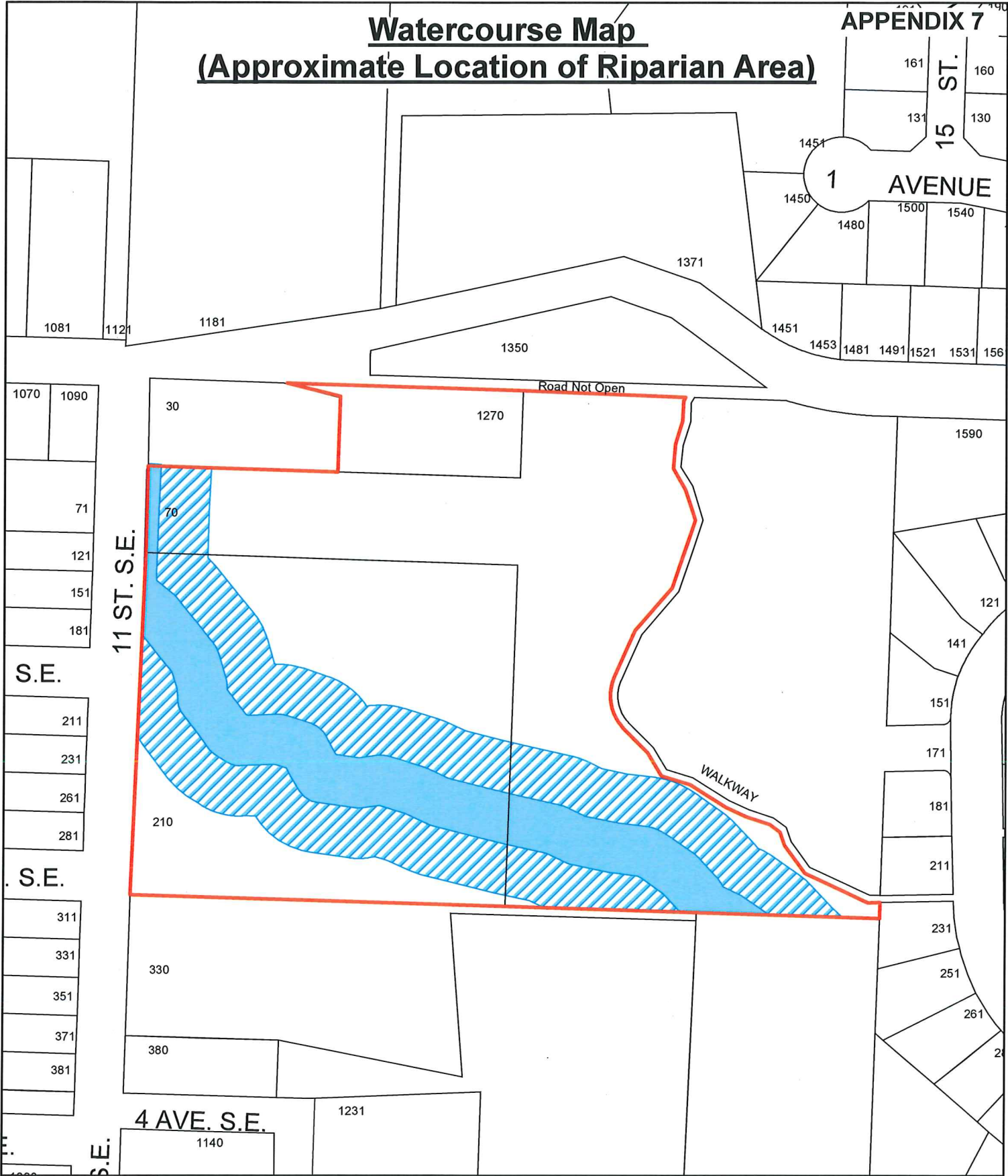


1270 Okanagan Avenue SE



Watercourse Map (Approximate Location of Riparian Area)

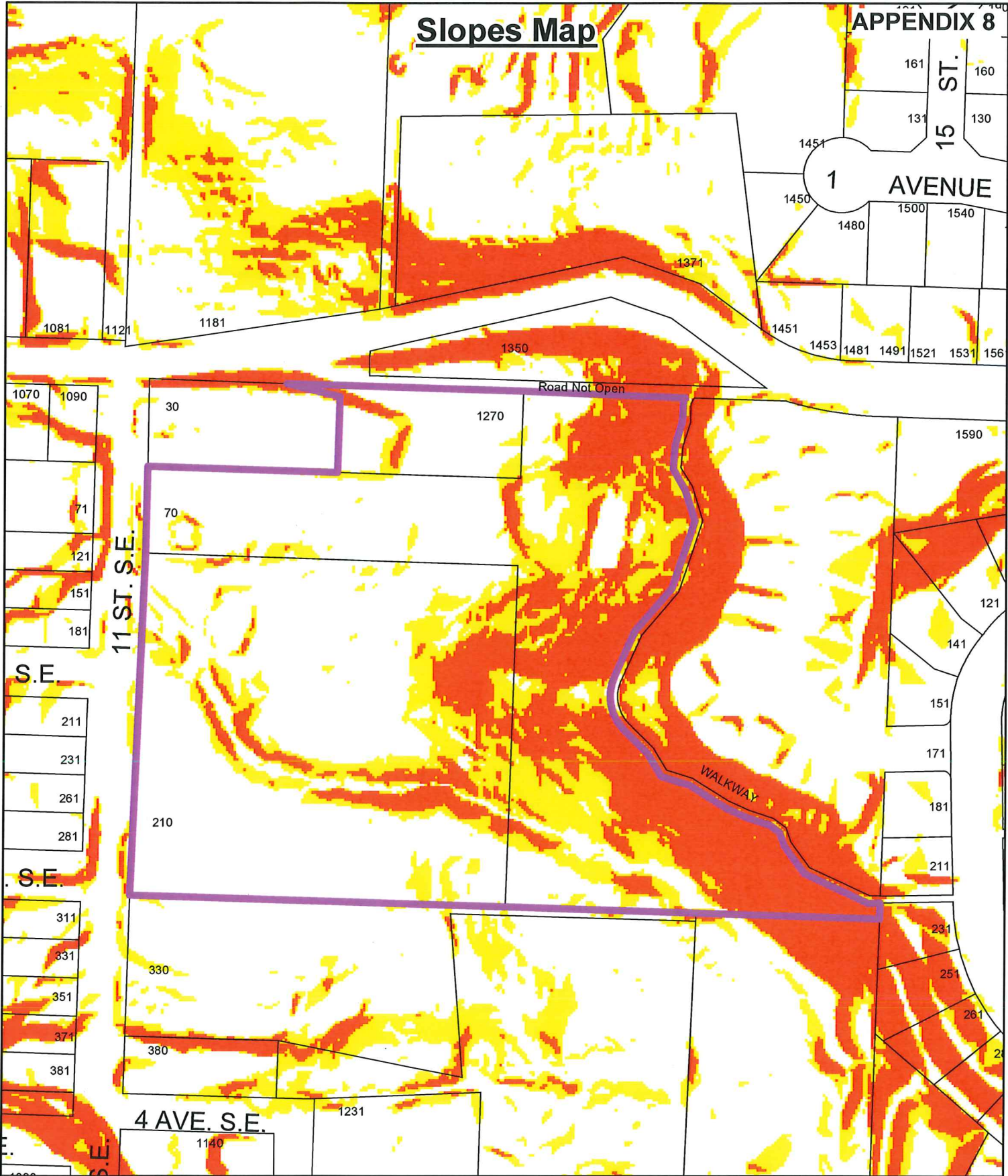
APPENDIX 7



- Subject Property
- Parcels
- 10m Buffer
- 30m Buffer

Slopes Map

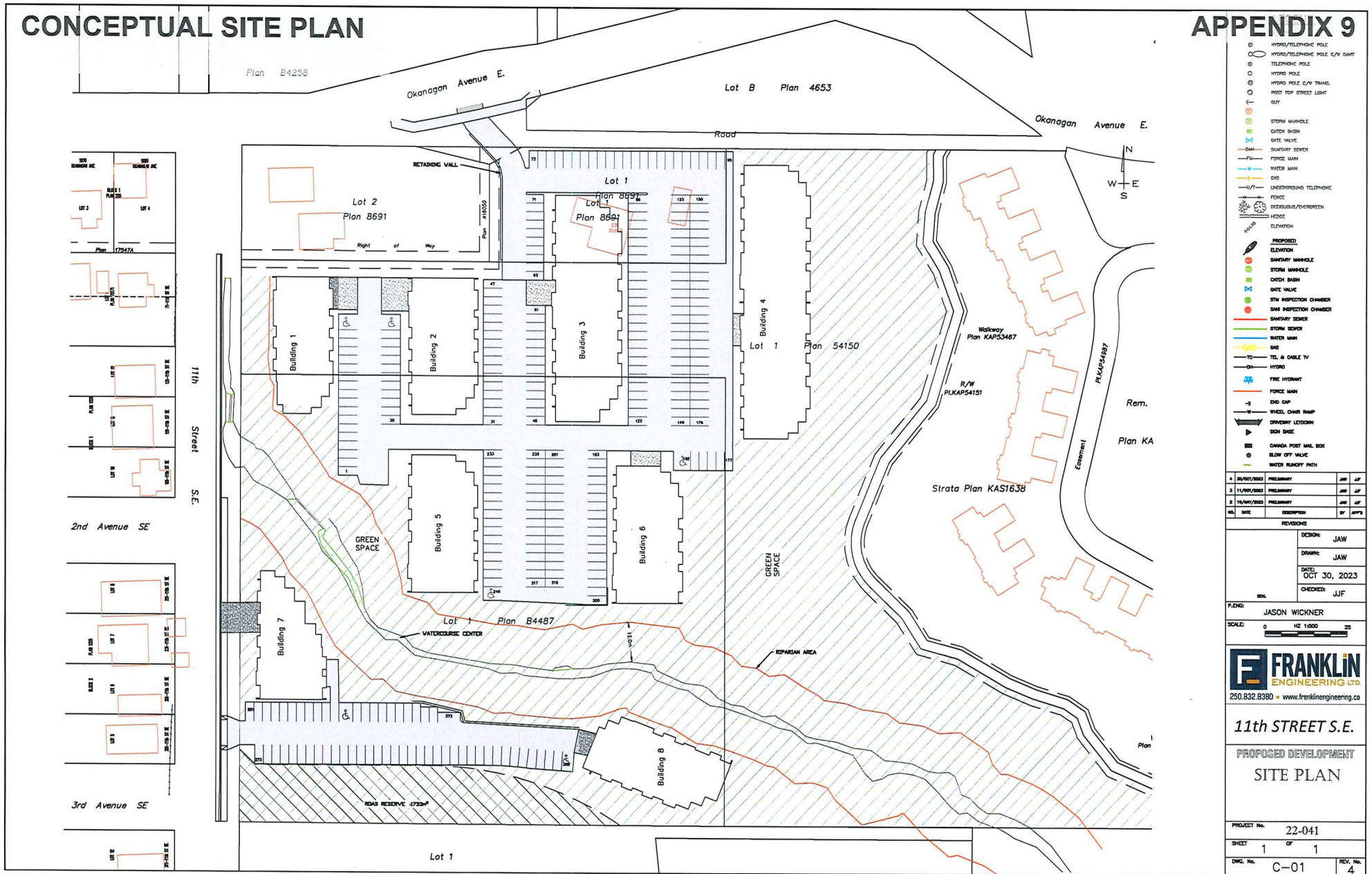
APPENDIX 8



- Subject Property
- Parcels
- 0 - 20
- 20 - 30
- 30 +

CONCEPTUAL SITE PLAN

APPENDIX 9



- HYDRO/TELEPHONE POLE
- HYDRO/TELEPHONE POLE C/W D/W
- TELEPHONE POLE
- HYDRO POLE
- HYDRO POLE C/W TRAIL
- HYDRO POLE C/W TRAIL
- POST TOP STREET LIGHT
- SUT
- STORM MANHOLE
- CATCH BASIN
- GATE VALVE
- SANITARY SEWER
- FORCE MAIN
- WATER MAIN
- GAS
- UNDERGROUND TELEPHONE
- FENCE
- DEED/DRAWN/ENCRUSTION
- HEDGE
- ELEVATION
- PROPOSED ELEVATION
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- GATE VALVE
- STM INSPECTION CHAMBER
- SANI INSPECTION CHAMBER
- SANITARY SEWER
- STORM SEWER
- WATER MAIN
- GAS
- TEL & CABLE TV
- HYDRO
- FIRE HYDRANT
- FORCE MAIN
- DHD C/P
- WALK OVER TRAP
- DRAINAGE LEEDDOWN
- SIGN BASE
- CANADA POST MAIL BOX
- SLOW OFF VALVE
- WATER BLUFFY PATH

NO.	DATE	DESCRIPTION	BY	APP.
4	20/05/2022	PRELIMINARY	JWF	JWF
3	11/09/2022	PRELIMINARY	JWF	JWF
2	18/09/2022	PRELIMINARY	JWF	JWF
1	08/09/2022	PRELIMINARY	JWF	JWF

REVISIONS	
DESIGN	JAW
DRAWING	JAW
DATE	OCT 30, 2023
CHECKED	JJF

P.L.S.: JASON WICKNER
 SCALE: 0 HZ 1:500 VS 25

FRANKLIN ENGINEERING LTD.
 250.832.8380 • www.franklinengineering.ca

11th STREET S.E.
 PROPOSED DEVELOPMENT
 SITE PLAN

PROJECT No.	22-041
SHEET	1 OF 1
DRG. No.	C-01
REV. No.	4



*Memorandum from the
Engineering and Public
Works Department*

TO: Gary Buxton, Director of Development Services
 DATE: 28 July 2023
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: **604895 BC Ltd., (via Agent)**
 AGENT: **Franklin Engineering Ltd. PO Box 2590 Salmon Arm, BC V1E 1R4**
 SUBJECT: **ZONING AMENDMENT APPLICATION FILE NO. ZON- 1249**
 LEGAL: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150
 and That Part of Lot 1 Shown on Plan B4487; Section 13, Township 20,
 Range 10, W6M, KDYD, Plan 1521 and Lot 1 PL KAP8691 Sec 13 TP 20 R
 10 MLD 25
 CIVIC: **70 & 210 – 11 Street SE & 1270 Okanagan Ave SE**

Further to your referral dated July 19, 2022, we provide the following servicing information.

The following requirements are to be addressed at rezoning stage:

1. **The Owner shall provide the City with a Road Reserve for 3 Avenue SE, on the subject property's southern boundary. The Road Reserve will be up to 20m in width, aligning with existing 3 Avenue SE (extent to be confirmed by a BCLS).**
2. **A covenant shall be registered on title specifying that the requirements of the applicant's Traffic Impact Assessment (TIA) are to be fulfilled, prior to any further development. Furthermore, since the TIA predicts that 33-40% of traffic flows from the development will use 3 Avenue SE the owner shall also be required to pay a cash in lieu payment equal to the cost of upgrading 3 Avenue SE from 10 Street SE to 11 Street SE to the Urban Local standard (RD-2). The TIA assumed that all proposed dwellings would have direct access onto Okanagan Avenue SE at a proposed new location. Since receipt of the TIA the applicant has submitted a revised Site Plan which includes 90 dwellings with no direct access to Okanagan Avenue. The TIA shall be amended to take into account this change, prior to approval.**
3. **A covenant shall be registered on title specifying that the requirements for a Storm Water Storage Pond shall be met, prior to any further development. The Owner shall provide the City with land in a suitable location for the construction of a Storm Water Storage Pond. The City has identified the size and approximate location of the necessary pond and it is willing to work with the Developer on the layout to minimize the impact on the Developer's property while addressing the requirements as described in the City's Storm Water Master Plan and to the approval of the City Engineer.**

The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

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 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 subdivision / building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, 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 on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Services Bylaw No 4293. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
9. For the off-site improvements at the time of subdivision / building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. The applicant has undertaken a Traffic Impact Assessment (TIA) which will require further amendment prior to City approval. Recommendations from the updated TIA may result in additional road improvement requirements.
2. 11 Street SE, on the subject property's western 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 no additional road dedication is required (to be confirmed by a BCLS).
3. 11 Street SE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and underground hydro and telecommunications. Owner / Developer is responsible for all associated costs.
4. An undeveloped portion of Okanagan Avenue SE, on the subject property's northern boundary is designated as an Urban 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).
5. Okanagan Avenue SE is currently constructed to an Interim Collector Road standard. Upgrading to an Urban Collector Road standard is required, in accordance with Specification Drawing No. RD-3. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multiuse path, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
6. Subject to approval of sight lines, a single access from the subject property onto Okanagan Avenue SE will be accepted.
7. 3 / 4 Avenue SE, 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). The extension of 3 / 4 Avenue SE straddles the southern property line and approximately 16m of additional road dedication is required (to be confirmed by a BCLS).
8. 3 / 4 Avenue SE, on the subject property's southern boundary is not constructed. Construction to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Construction will 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. Since the road straddles the south property line, modification of the RD-2 cross section will be required to ensure that the road is constructed in its ultimate location, without compromising any of the related servicing requirements. Owner / Developer is responsible for all associated costs.
9. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway. Drainage course shall not be located within boulevard.

ZONING AMENDMENT APPLICATION FILE NO. ZON- 1249

28 July 2023

Page 4

10. A trail connection is required to be dedicated and constructed as shown in the OCP Bylaw No. 4000. Dedication shall be a minimum of 3.0m wide. Trails to be constructed as per Specification Drawings No's. CGS 8 -10.
11. 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 2 watermain on Okanagan Avenue SE and 150mm diameter Zone 2 watermain on 11 Street SE. Upgrading of the 150mm diameter watermain on 11 Avenue SE to 200mm along the subject property's frontage will be required. A stub has been previously been installed on the 200mm watermain on Okanagan Avenue SE for use by proposed development.
2. Since the section of watermain on 11 Avenue SE from the subject property to Okanagan Avenue will remain undersized, the Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrant to confirm that this existing watermain is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4293. If the existing watermain has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to complete any necessary water system upgrades to ensure adequate fire flows.
3. Records indicate that 70 & 210 11 Street SE are serviced from the 150mm diameter watermain on 11 Street SE by services of unknown size. 1270 Okanagan Avenue SE is serviced from the 200mm diameter watermain on Okanagan Avenue SE by a 19mm diameter service. Additionally, a stub has been previously been installed on the 200mm watermain on Okanagan Avenue SE to the property at 70 11 Street SE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The proposed development is to be serviced by a single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed development Water meters will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
5. Extension of a 200mm diameter watermain along the proposed 3 / 4 Avenue SE will be required. Owner / Developer is responsible for all associated costs.
6. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
7. Fire protection requirements to be confirmed with the Building Department and Fire Department.
8. Fire hydrant installation will be required. Owner / Developer's engineer shall review the site to ensure placement of fire hydrants meet the medium / high density spacing requirements of 90 meters.

Sanitary:

1. The subject property is at the easterly termination of a 200mm diameter sanitary main on 11 Street SE. No upgrades are anticipated at this time.
2. The proposed development is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. A second sanitary service may be accepted, since the property is bisected by the existing creek. Owner / Developer is responsible for all associated costs.
3. Records indicate that 70 & 210 11 Street SE are serviced by 100mm services from the sanitary sewer on 11 Street SE and that 1270 Okanagan Avenue SE is serviced by a 100mm service from the sanitary sewer on Okanagan Avenue SE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Extension of a 200mm diameter sanitary sewer along the proposed 3 / 4 Avenue SE will be required. Owner / Developer is responsible for all associated costs.
5. The City Sanitary Sewer Master Plan (2016) indicates that the downstream sanitary system has capacity concerns. Owner / Developer's engineer is required to prove that there is sufficient downstream capacity within the existing City Sanitary Sewer System to receive the proposed discharge from the development or external improvements may be required prior to development proceeding.

Drainage:

1. The Stormwater Master Plan (ISL Engineering & Land Services, 2020) identifies 70 & 210 – 11 Street SE as the required location for a stormwater storage facility. The City has appointed AllNorth Engineering to review the requirements for a pond in this location and their recommendation is that a 7000m³ pond will be required to overcome downstream flooding issues. The Owner / Developer's Engineer shall work with the City to agree the design and location of this pond within the development property.
2. The subject property fronts a 450mm diameter storm sewer on its northern interior boundary and the western boundary of 1270 Okanagan Ave, located within a 3m right-of-way. No upgrades are anticipated at this time; however, an additional 3m right-of-way shall be provided to increase total right-of-way width to 6m. There are capacity issues noted where the creek enters the storm sewer on 11 Street SE. There shall be no increase in flows to this location.
3. An Integrated stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4293 (SDSB), Schedule B, Part 1, Section 7 shall be provided.
4. If onsite disposal of stormwater is recommended by the ISMP, an "Alternative stormwater System" shall be provided in accordance with Section 7.2.
5. If discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The development shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing

ZONING AMENDMENT APPLICATION FILE NO. ZON- 1249

28 July 2023

Page 6

requirements of the development. There are known capacity issues downstream of the development. Owner / Developer's engineer is required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main.

6. Extension of the storm sewer along 11 Street SE will be required to provide street drainage to the frontage of the subject property and to the 3 / 4 Avenue SE connector and service upstream properties. Storm sewer shall be sized with capacity for external post development flows. Developer would be entitled to register a Latecomer's Agreement to recoup costs should any over sizing be required.
7. A safe overland flow route is required for storm water exceeding the onsite storage capacity the proposed development. The Owner / Developer's Engineer shall identify a viable route which shall be regraded as required to contain the 100 year storm and protected by right of way. If possible the existing storm water right of way from 11 St SE to 10 St SE shall be utilised. Owner / Developer is responsible for all associated costs.
8. The subject properties are crossed by a watercourse that is subject to Riparian Area Regulations. Subject to all necessary approvals including but not limited to the owners Qualified Environmental Professional and the Ministry of Land, Water, and Resource Stewardship, the Engineering Department would not object to the re-routing of the watercourse and piping of the stormwater within any City roadways.
9. Natural drainage course shall be subject to 7.16.6 of the Subdivision and Development Servicing bylaw No. 4293.

Geotechnical:

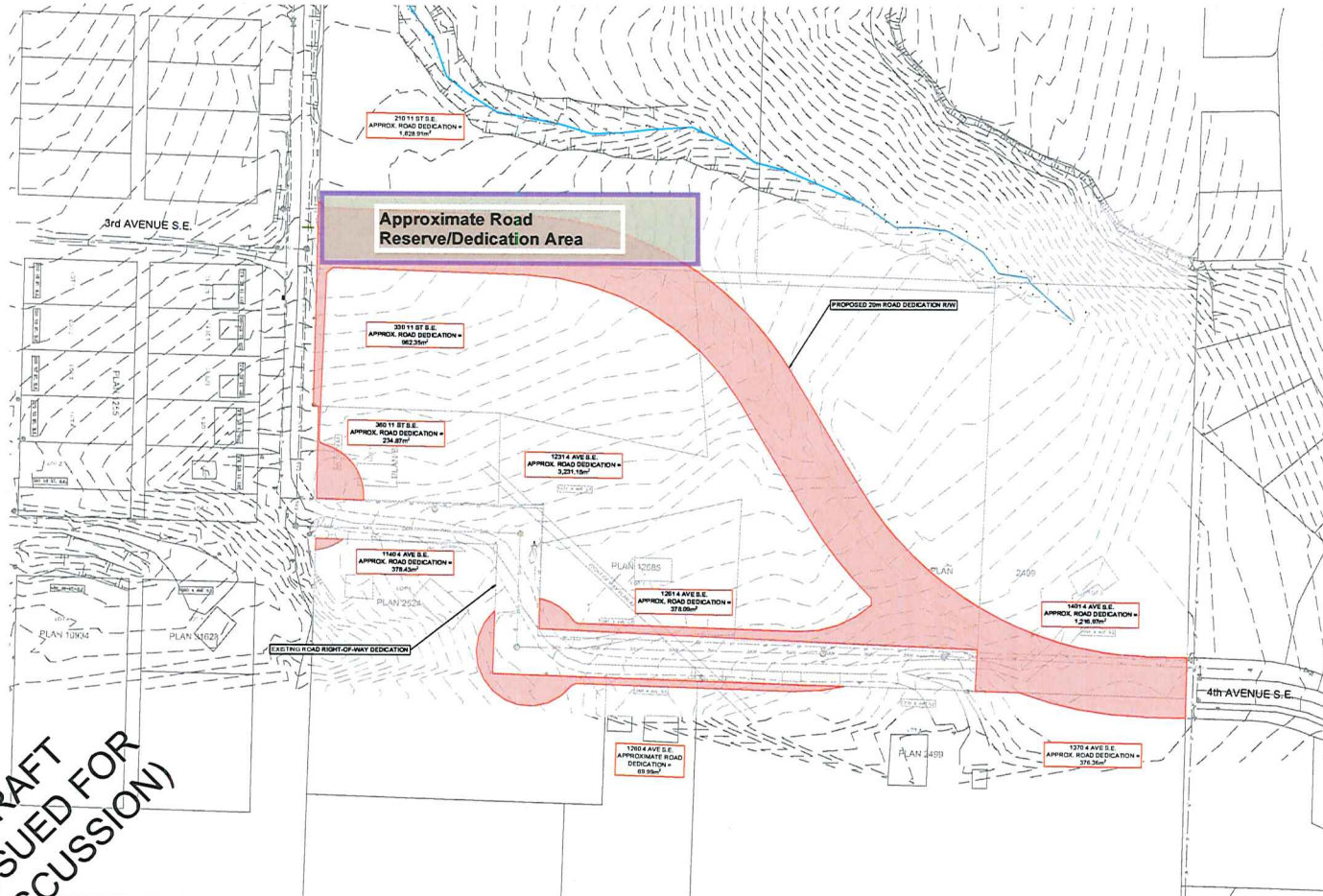
1. A geotechnical report in accordance with the Engineering Departments Geotechnical Study Terms of Reference for: Category A (Building Foundation Design), Category B (Pavement Structural Design), Category C (Landslide Assessment), is required.



Chris Moore
Engineering Assistant



Gabriel Bau P.Eng.
City Engineer



DRAFT
(ISSUED FOR
DISCUSSION)

LEGEND

UNDERGROUND PIPE
 UNDERGROUND PIPE COVER
 TELEPHONE PIPE
 UNDERGROUND TRUNK
 POLE TOP STREET LIGHT
 SIGN
 SANITARY MANHOLE
 STORM MANHOLE
 GATE VALVE
 FIRE HYDRANT
 GATE VALVE
 SANITARY SERVICE
 STORM SERVICE
 WATER MAIN
 GATE VALVE
 UNDERGROUND TELEPHONE
 FENCE
 DEED/ADJUTANT PROPERTY

UTILITIES

SANITARY MANHOLE
 STORM MANHOLE
 GATE VALVE
 FIRE HYDRANT
 SANITARY SERVICE
 STORM SERVICE
 WATER MAIN
 GATE VALVE
 UNDERGROUND TELEPHONE
 FENCE
 DEED/ADJUTANT PROPERTY

NOTES

1) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES WITH ALL UTILITY COMPANIES PRIOR TO DIGGING.
 2) CONTRACTOR TO CO-ORDINATE UTILITY RELOCATION WORKS WITH UTILITY COMPANIES AS REQUIRED.
 3) ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF SALMON ARM SUBDIVISION AND DEVELOPMENT SERVICES BY-LAW No. 4165.

NO.	DATE	DESCRIPTION	BY	APPROV.
1	18-12-19	ISSUED FOR DISCUSSION	AGW	BTL

REVISIONS

DESIGN	AGW
DRAWN	AGW
DATE	18-12-19
CHECKED	BTL

PENG
 SCALES
 HORIZ = 1:750

LAWSON
 ENGINEERING & DEVELOPMENT
 855C LAKE SHORE DRIVE W
 PO BOX 106 SALMON ARM BC V1E 4N2
 (250) 852-3220

CITY OF SALMON ARM

4 AVENUE CONNECTOR REALIGNMENT

OVERALL PROJECT LAYOUT - ROAD DEDICATION

PROJECT No.	11 - 45
SHEET	3 of 6
DWG No.	S-2
REV. No.	0

CITY OF SALMON ARM

BYLAW NO. 4631

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

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

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

Rezone Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150, located at 70 11 Street SE, Salmon Arm, BC from R-4 (Medium Density Residential Zone) to R-5 (High Density Residential Zone); and

That Part of Lot 1 shown on Plan B4487; Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521 located at 210 11 Street SE, Salmon Arm, BC and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 8691 located at 1270 Okanagan Avenue SE, Salmon Arm, BC from R-1 (Single Family Residential Zone) to R-5 (High 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. 4631**”

READ A FIRST TIME THIS DAY OF 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

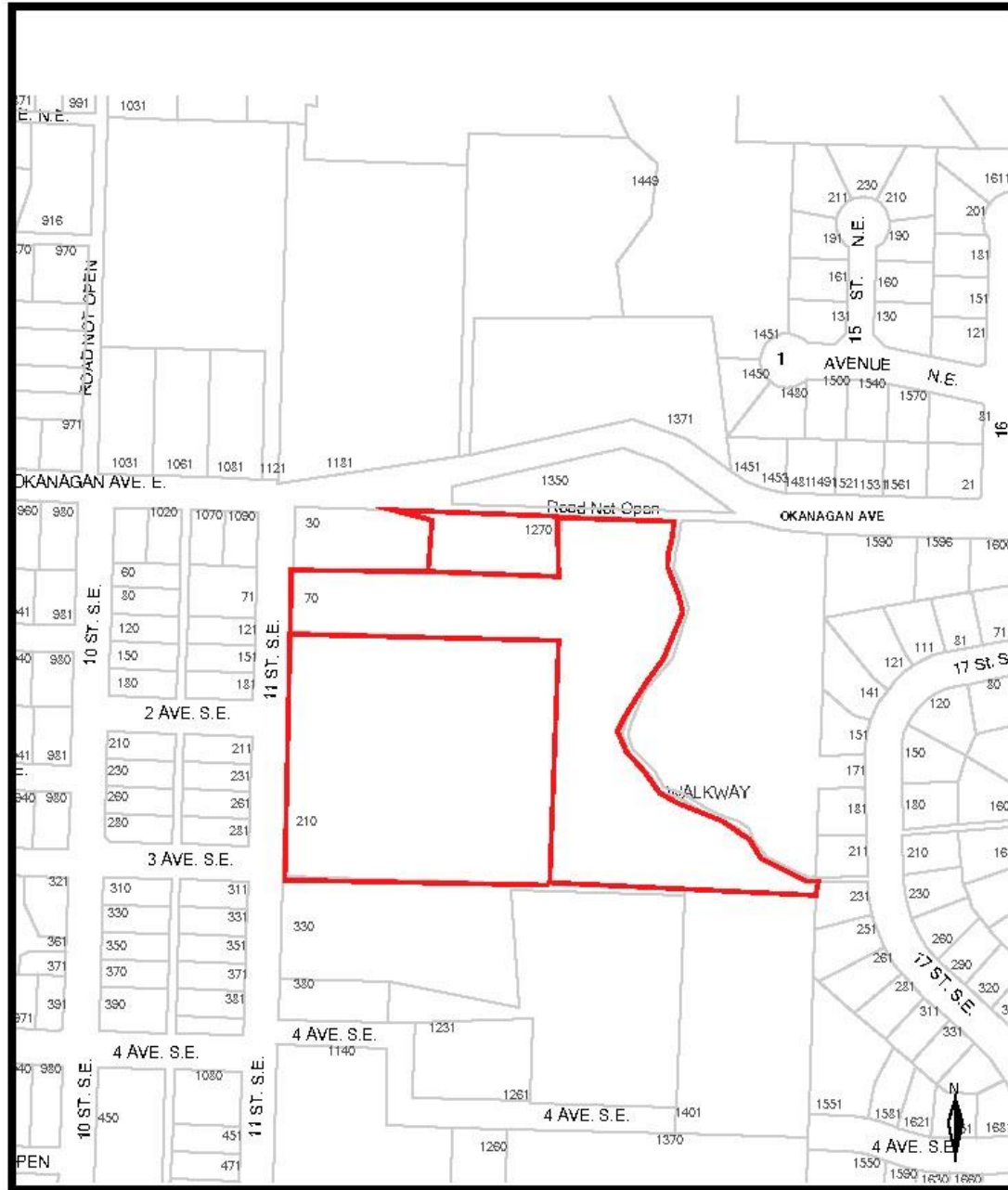
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER

Schedule "A"





REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Corporate Services – Records Management Bylaw No. 4634

Date: February 26, 2024

Motion for Consideration:

THAT: the Bylaw entitled City of Salmon Arm Records Management Bylaw No. 4634 be read a first, second and third time.

Background:

Municipalities are required to have a Bylaw that directs how records are handled. The City currently utilizes the retention framework established by the Local Government Management Association and will continue to do so. Bylaw 4634 creates the authority for a Records Management System allowing modifications as needed by the Corporate Officer.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
x	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2023-2027 Financial Plan
x	Freedom of Information & Protection of Privacy		Long Term Financial Plan

Financial Considerations:

Administration is considering implementation of an electronic data management system (EDRMS). This EDRMS project will be in the planning stages in 2024 with implementation considered in 2025. Funding requests will be done through the 2025 budget process.

Communication:

City staff will be trained on Records Management in conjunction with the Privacy Management Plan in 2024.

Prepared by: Sue Wood, Director of Corporate Services
Reviewed by: Rhonda West, Deputy Corporate Officer
Approved by: Erin Jackson, Chief Administrative Officer

Attachments:

- Records Management Bylaw No. 4634

CITY OF SALMON ARM

BYLAW NO. 4634

Records Management Bylaw

WHEREAS it is the desire of the City of Salmon Arm to provide specific regulations with respect to the retention and disposition of corporate records;

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

1. DEFINITIONS

"Corporate Officer" means the municipal employee appointed as the Corporate Officer or their Deputy under section 148 of the *Community Charter*;

"City" means the City of Salmon Arm;

"Record" is any recorded information, regardless of medium or characteristics, made or received and retained in pursuance of legal obligations or in the transaction of business. Examples include books, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by graphic, electronic, mechanical or other means, but does not include a computer program or any other mechanism that produces records;

"Record Management System" means the structure, including policies and procedures, to support the City's records management and may include software to manage same;

"Corporate Records Structure" identifies the classification, maintenance, retention and final disposition of all the City records and forms part of the Records Management System.

2. RECORDS MANAGEMENT SYSTEM

- a. The City's Records Management System is established under the direction of the Corporate Officer to provide systematic control of the creation, use, maintenance, storage, security, retrieval and disposition of records created or received by the City in the conduct of its operations.
- b. Records of the City are created, accessed, maintained and disposed of only as provided in the Corporate Records Structure;

- c. The Corporate Officer is authorized to create and maintain policies, procedures and systems that support the Records Management System and this includes those related to the Corporate Records Structure for:
 - Custody and Control of records;
 - Creation and Receipt of records;
 - Access to records;
 - Disclosure of records;
 - Retention, Security and Storage of records;
 - Disposition of records; and
 - Any other matter(s) the Corporate Officer authorizes to be included.

3. COMPLIANCE

- a. All records in the custody and control of the employees of the City, members of Council, and Committees of Council which are created or received in the context of their functional responsibilities are the property of the City.
- b. All departments of the City shall ensure that all records in the custody and control of their respective departments are classified and scheduled in accordance with the Corporate Records Structure.
- c. Any contract between an outside agency or contractor and the **City**, for the provision of goods or services, must specify the conditions for the custody and control of the records resulting from such contract.
- d. The Records Management System must comply with all applicable laws and any provincial, federal, national or international standards adopted for use and contained within its structure.

4. AMENDMENTS OF THE RECORDS MANAGEMENT SYSTEM

The Corporate Officer is authorized to review and amend the Records Management System as required and in accordance with 3.d.

5. 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.

6. ENACTMENT

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

7. EFFECTIVE DATE

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

8. CITATION

This bylaw may be cited as “**City of Salmon Arm Records Management Bylaw No. 4634**”

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 COUNCIL THIS	DAY OF	2024

MAYOR

CORPORATE OFFICER



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Corporate Services – Freedom of Information Bylaw No. 4541

Date: February 26, 2024

Motion for Consideration:

THAT: the Bylaw entitled City of Salmon Arm Freedom of Information Bylaw No. 4541 be read a first, second and third time.

Background:

The City’s current Freedom of Information Bylaw No. 3948 requires updating to provide for the Deputy Corporate Officer to be designated as the Coordinator and/or Head for the purpose of the *Freedom of Information and Privacy Act* Legislation.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
x	Community Charter/LGA		Other
x	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2023-2027 Financial Plan
x	Freedom of Information & Protection of Privacy Act		Long Term Financial Plan

Financial Considerations:

n/a

Alternatives & Implications: (alternatives written in motion form)

n/a

Communication:

n/a

Prepared by: Sue Wood, Director of Corporate Services
Reviewed by: Rhonda West, Deputy Corporate Officer
Approved by: Erin Jackson, Chief Administrative Officer

Attachments:

- Freedom of Information Bylaw No.4541

CITY OF SALMON ARM

BYLAW NO. 4541

A Bylaw for the Administration of the Freedom of Information and Protection of
Privacy Act

WHEREAS under Section 77 of the *Freedom of Information and Protection of Privacy Act*, the City of Salmon Arm must designate a person or group of persons as the head of the City for the purposes of *Freedom of Information and Protection of Privacy Act*; and

WHEREAS under Section 75 of the *Freedom of Information and Protection of Privacy Act*, the City of Salmon Arm may require an applicant to pay fees.

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

1. In this bylaw, "Act" means the *Freedom of Information and Protection of Privacy Act*, R.S.B.C., 1996 Chapter 165, as amended from time to time.
2. The definitions contained in Schedule 1 of the Act, shall apply to this bylaw except where the context requires otherwise.
3. The Corporate Officer is designated as the "Head" for the purposes of the Act.
4. The Deputy Corporate Officer is authorized to perform the duties and functions of the "Head".
5. The Schedule of Maximum Fees as established by British Columbia Regulation 155/2012, as amended from time to time, shall be the maximum fees charged by the City as permitted under the Act.

SEVERABILITY

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

ENACTMENT

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

EFFECTIVE DATE

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

REPEAL BYLAWS

Upon adoption of this bylaw, City of Salmon Arm Freedom of Information Bylaw 3948 is hereby repealed in its entirety.

CITATION

This bylaw may be cited as “**City of Salmon Arm Freedom of Information Bylaw No. 4541**”

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 COUNCIL THIS	DAY OF	2024

MAYOR

CORPORATE OFFICER

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

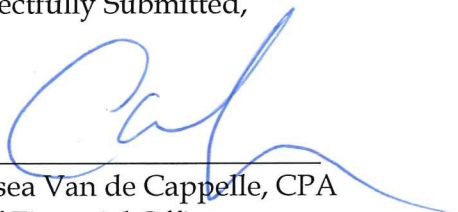
THAT: The bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4633 be read a first, second and third time.

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	12	DAY OF	FEBRUARY	2024
READ A SECOND TIME THIS	12	DAY OF	FEBRUARY	2024
READ A THIRD TIME THIS	12	DAY OF	FEBRUARY	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>MONTHLY</u>	<u>ANNUAL</u>	<u>MONTHLY</u>	<u>2024 ANNUAL</u>
		<u>GALLONAGE</u>	<u>CHARGE</u>	<u>CHARGE</u>	<u>CHARGE</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 Trailer Park, Mobile Home Park	2,900	\$ 8.48	\$ 101.80	\$ 11.00	\$ 132.00
c	Each occupiable permanent space	5,700	\$ 17.07	\$ 204.80	\$ 22.17	\$ 266.00
d	Each occupiable travel trailer space	1,400	\$ 4.29	\$ 51.45	\$ 5.58	\$ 67.00
e	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**

<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>
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	<u>Industrial Premises</u>					
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	<u>Public, Institutional and Non-Commercial Premises</u>					
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	<u>Schools and Hospitals</u>					
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)

	<u>2023</u>	<u>2024</u>
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)

	<u>2023</u>	<u>2024</u>
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 Trailer Park, Mobile Home Park	2,900	\$ 9.79	\$ 117.50	\$ 10.75	\$ 129.00
c	Each occupiable permanent space	5,700	\$ 19.49	\$ 233.90	\$ 21.42	\$ 257.00
d	Each occupiable travel trailer space	1,400	\$ 4.80	\$ 57.55	\$ 5.25	\$ 63.00
e	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**

<u>CLASSIFICATION OF PREMISES</u>	<u>EQUIVALENT MONTHLY GALLONAGE</u>	<u>2023</u>		<u>2024</u>	
		<u>MONTHLY CHARGE</u>	<u>ANNUAL CHARGE</u>	<u>MONTHLY CHARGE</u>	<u>ANNUAL CHARGE</u>
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 <u>Industrial Premises</u>					
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 <u>Public, Institutional and Non-Commercial Premises</u>					
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 <u>Schools and Hospitals</u>					
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:

- 1 Rates will be billed bi-monthly and are subject to the same penalty dates and provisions as the metered water billings.
- 2 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.
- 3 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

COMMUNITY EVENTS
City Parks & Spaces

March 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9 Downtown Winter Market 10:00 am – 1:00 pm
10	11	12	13	14	15	16
17	18	19	20	21	22	23 Downtown Winter Market 10:00 am – 1:00 pm
24	25	26	27	28	29	30

Rhonda West

From: Rhonda West
Sent: Tuesday, February 20, 2024 8:49 AM
To: Rhonda West
Subject: FW: Food Trucks - 2024 Salty Dog Enduro
Attachments: Food Truck Map

From: Kara Leinweber <saltydog@shuswapbike.com>
Sent: Monday, February 19, 2024 7:53 PM
To: Rob Niewenhuizen <rniewenhuizen@salmonarm.ca>
Cc: Rhonda West <rwest@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>; Rebecca Scott <rscott@salmonarmrecreation.ca>; Darin Gerow <dgerow@salmonarm.ca>
Subject: [External] Food Trucks - 2024 Salty Dog Enduro

Good evening,

Hope everyone had a great long weekend!

Shuswap Cycling Club would like to update permit request from City of Salmon Arm for the Salty Dog Enduro to include two food trucks (Arma Greek & Swichcraft) for Sunday, May 12 (onsite from 8am to 5pm).

Shuswap Cycling Club is requesting the confirmed two food trucks be allowed to park in the South Canoe location for the duration of the event. I understand City bylaw permits two food trucks in Klahani Park. This would be a different location for the event.

The proposed location allows for a safe event and emergency access & will also benefit local business owners as well as the event.

In the past, the Salty Dog Enduro BBQ has been provided and organized by the Larch Hills Ski Club. The Club does not have volunteer support to commit to the BBQ this year.

Attached is map of proposed location of the food trucks.

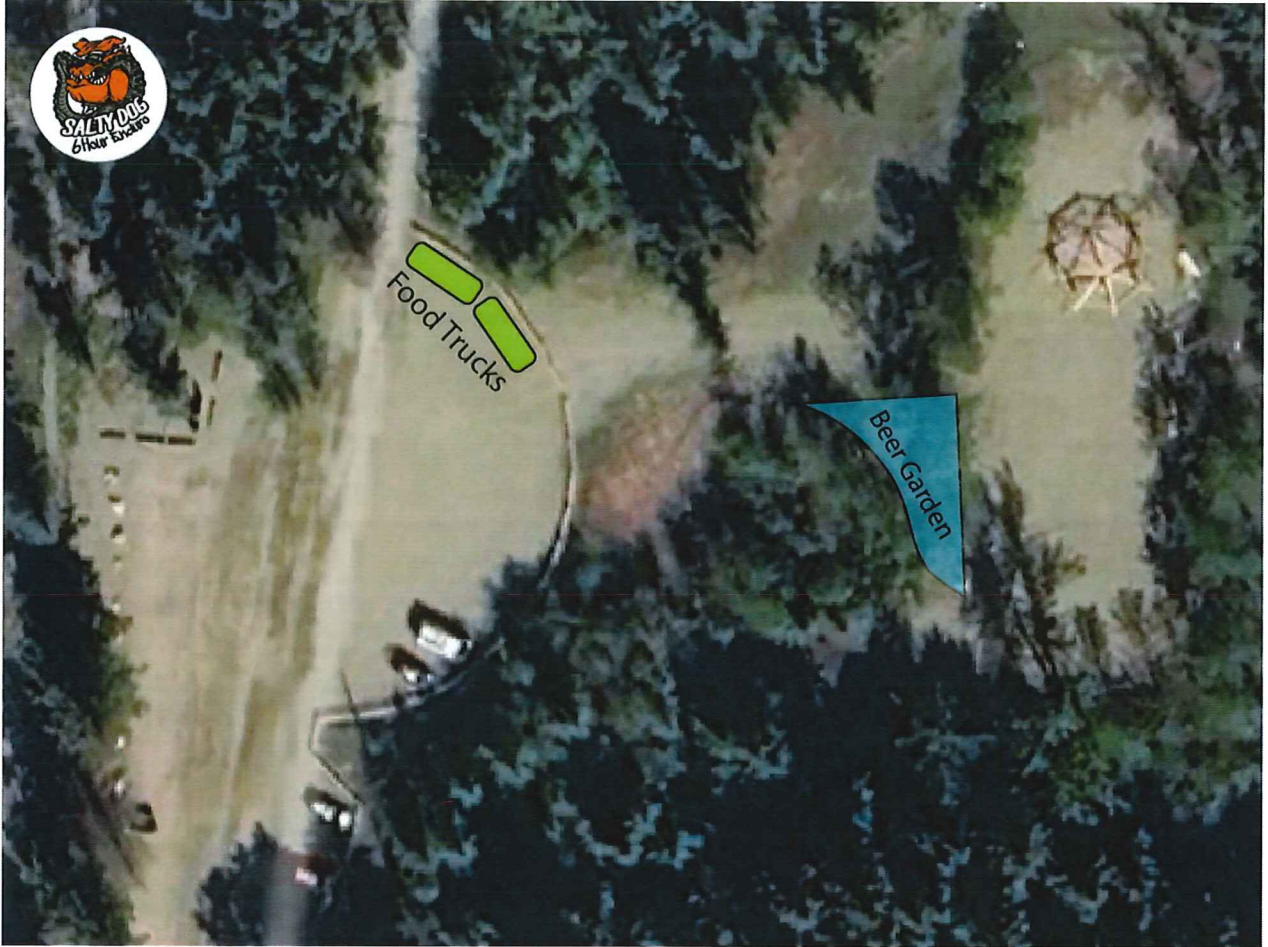
Please advise if further information is required.

Thanks for your help!

In community,

Kara Leinweber
Director, Salty Dog Enduro
saltydogenduro.com
(587) 899-7125

--



Rhonda West

From: Rhonda West
Sent: Wednesday, February 21, 2024 9:04 AM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, February 20, 2024 6:37 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 Rick
Last Name Everett
Address: [REDACTED] salmon arm bc
Return email address: [REDACTED]
Subject: Bc land act changes

Body
Mr Harrison , As a citizen of salmon arm I look to the leadership of this city to act on all things todo with our city as you have done so well and on what's going on in our province . Even if you can't get involved , please at least forward this letter to the premier of British Columbia , as he has blocked the citizens of bc to write to him of our concerns

BC Land Act Changes

It's been brought to our attention that the NDP government has been looking to make changes to the BC land act concerning public lands without full disclosure.

Our provinces land are for everyone's benefit - be it hiking , fishing , or farming . These lands are a shared treasure for over 5 million British Columbians , including First Nations Due to the secrecy and the rush to push this through I feel this could be detrimental to all British Columbians The NDP's hurried and close-door approach to significant land management changes disregards the need for public debate

and transparency consultation.

And as we know with the history of the NDP party and there many broken promises no matter or despite assurances , the NDPs land act amendments threaten to grant veto power over public lands misleading British Columbians the enjoyment or use for income via logging , mining , fishing , or farming . This threatens us all !

We are so tired of the government being " bullies " towards us and pushing through there agendas without regards for what British Columbians truly want for this beautiful province.

It's time the government started governing for the people and not for their own agendas . Clearly the NDP are not currently doing that . We want a governing party that works for the people and one that is trusted to do the work requested to continue this great province and country for all British Columbians

The proposed changes in the lands act must stop ! We need to know more and till we hear more I am apposed to this being pushed through

Sincerely
Rick Everett

Would you like a response:

Yes

Disclaimer

Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.

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

Rhonda West

From: Rhonda West
Sent: Thursday, February 22, 2024 2:19 PM
To: Rhonda West
Subject: FW: [External] Support Relief for the people of Gaza
Attachments: Proposed petition to Salmon Arm City Council.docx

On Wed, Feb 21, 2024 at 11:10 AM Juanita Austin <revjuanita@gmail.com> wrote:

Hello Rhonda,

In consultation with the planning team for our February 25th Gathering for Peace in Gaza event, to which I would strongly encourage all members of City Council to attend, we have made a few slight revisions regarding the letter we are asking Council to write. It is attached to this email. Also, since I filled out the form, Dr. Warren Bell has offered to co-present this letter to Council on March 11th. If the Council is willing, this could include a short A/V presentation.

Please let me know if I need to fill out the online request form again, or if this is sufficient.

Sincerely, Rev. Juanita Austin
250-515-0210

All communications with the City are considered City records and may be subject to disclosure through the Freedom of Information and Privacy Act. Please consider the environment before printing this e-mail.



Support relief for the people of Gaza

February 15th 2024

Dear Mayor Harrison and Salmon Arm City Councillors,

I am writing to you on behalf of KAIROS Salmon Arm – an ecumenical peace and justice group, and CJPME Okanagan – Canadians for Justice and Peace in the Middle East.

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 which has been in effect since 2007, Palestinians there have been living in desperate conditions with very little water, food, sanitation, employment, electricity etc. These restrictions are **all** controlled by Israel. The people of Gaza have endured repeated bombardments by Israeli forces since 2009. Israel refers to this as “mowing the lawn.”

Since October 7th, 2023 the State of Israel has responded to the Hamas attacks with an unprecedented degree of violence and destruction, which has led to the confirmed deaths of more than 29,000 Palestinians since the start of the war, around two-thirds of them women and children. (As of February 19th 2024)

The UN says that since the start of the war, about 100,000 people in Gaza have been killed, injured or are missing. Nearly two million 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.

We, the undersigned, believe that pressure from all levels of government, as well as by individuals, must be brought to bear on the government of Canada to do all within its power to stop this genocidal behaviour by the State of Israel.

Therefore, we ask you, our City Council, to send a letter to Canada's Minister of Foreign Affairs, the Hon. Mélanie Joly, and the Right Honourable Justin Trudeau, Prime Minister of Canada, urging the government of Canada to take the following measures:

1. Call for an immediate, permanent ceasefire of the military assault on Gaza to allow for humanitarian aid of food, water, power, medical services and shelter, in order to prevent further death and trauma.
2. Call on Israel to stop the collective punishment of the Palestinian people, which is a war crime under International Law. Furthermore, Israel as the occupying power must protect Palestinians from the weaponized settlers in the West Bank and East Jerusalem, and stop the removal of Palestinians from their homes and lands.
3. End any Canadian complicity in acts of genocide in Gaza by halting all arms trade with Israel until it ends its military occupation of Palestinian territories, dismantles its apartheid policies, and complies with international law;
4. Urge the government of Canada to immediately reinstate and increase its funding to UNRWA* in order to decrease the humanitarian suffering in Gaza and the West Bank.

**The United Nations Relief and Works Agency for Palestine Refugees in the Near East (UNRWA) was established as a subsidiary organ of the United Nations General Assembly on 8 December 1949 and became operational on 1 May 1950. It is one of the largest United Nations programmes.*

I, along with Dr. Warren Bell, would be grateful for the opportunity to present this letter and speak to it at the March 11th City Council meeting.

Sincerely,
Rev. Juanita Austin
790 – 9th Ave. N.E. Salmon Arm
Phone: 250-515-0210

(We will have a copy of this petition at the Gathering for Peace in Gaza event on February 25th for community members to sign.)



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

February 8, 2024

Ms. Chelsea Van de Cappelle
Chief Financial Officer
City of Salmon Arm
500 2 Avenue NE
Salmon Arm, British Columbia V1E 1H1

Dear Ms. Van de Cappelle:

We are pleased to notify you that your annual financial report for the fiscal year ended December 31, 2022, qualifies for a Canadian Award for Financial Reporting (CAnFR). The CAnFR recognizes excellence in governmental accounting and financial reporting and represents a significant accomplishment by a local government and its management. Congratulations on having met the high standards of the CAnFR Program. We hope that your example will encourage others in their efforts to achieve and maintain excellence in financial reporting.

Your award package contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Canadian Award for Financial Reporting Program policy requires that written responses to these comments and suggestions for improvement be included with your next report. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with Jim Phillips.
- **Canadian Award for Financial Reporting.** A Canadian Award for Financial Reporting is valid for a period of one year. A current holder of a Canadian Award may reproduce the Award in its immediately subsequent CAnFR. Please refer to the instructions for reproducing your Award in your next report.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.

Chelsea Van de Cappelle
Page 2

In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Award ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion).

To continue your participation in the program, it will be necessary for you to submit your next annual financial report to GFOA within six months of the end of your entity's fiscal year. A Canadian Award for Financial Reporting Award Program Application and other information about the CANFR Program can be found [here](#).

Over the course of the year, we are anticipating some changes to our application process. We will still be asking governments for the same documents we asked for in the past, but we are encouraging electronic submissions to canfr@gfoa.org and expect to be making other changes going forward. We will keep members informed of any changes via email, and application instructions will be updated on our website.

To help reduce the spread of COVID-19, GFOA staff have transitioned to a remote working environment, which requires temporary adjustments to our process. This means that for the foreseeable future, we will not be able to accept hard copy, CD or flash drive submissions for our award programs; only electronic submissions will be accepted. Once public health officials deem it safe to do so, we will resume our normal operations, but we will always encourage PDF submissions.

Your interest in and support of the Canadian Award for Financial Reporting Program is most appreciated. If we may be of any further assistance, please do not hesitate to contact the CANFR Program staff in the Technical Services Center at (312) 977-9700.

Sincerely,



Michele Mark Levine
Director, Technical Services Center

Enclosures



February 12, 2024

His Worship
Mayor Alan Harrison
City of Salmon Arm
500 2 Avenue East
PO Box 40
Salmon Arm BC V1E 4N2

Reference: 322896

Dear Mayor Harrison:

Re: R.W. Bruhn Bridge Replacement Project

Thank you for your letter of December 19, 2023, regarding the R.W. Bruhn Bridge replacement project.

Safety is the ministry's highest priority, and we remain committed to advancing the replacement of the R.W. Bruhn Bridge. As you know, on December 8, 2023, the ministry issued a Request for Qualifications (RFQ) on BC Bid so that we can identify suitable contractors for this critical and highly complex project:

bcbid.gov.bc.ca/page.aspx/en/bpm/process_manage_extranet/186987

The closing date for the RFQ was January 18, 2024. Now that the RFQ process is complete, the project will be issued for tender to all qualified contractors.

We will continue to ensure the City of Salmon Arm is kept up to date as work on the R.W. Bruhn Bridge replacement project progresses. If you have any questions in the meantime, please do not hesitate to contact Executive Director Jennifer Fraser at 250-318-7195 or Jennifer.Fraser@gov.bc.ca. She would be pleased to assist you.

Thank you again for taking the time to write.

Sincerely,

Rob Fleming
Minister

Copy to: Jennifer Fraser, Executive Director
Highway Reinstatement Program

Ministry of Transportation
and Infrastructure

Office of the Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4



City of Campbell River
From the Office of the Mayor

February 2, 2024

The Honourable Minister Farnworth
Minister of Public Safety and Solicitor General
Via email: PSSG.Minister@gov.bc.ca

Dear Minister Farnworth,

Re: Community Safety Act and Community Safety Amendment Act

You recently received a letter from the Mayor of Fort St. John, Lilia Hansen, highlighting crime-related challenges in their community stemming from specific properties. Mayor Hansen recounts a specific case where a much-loved community space has become the center of frightening and unsettling incidents and asks the Province to reconsider the *Community Safety Act and Community Safety Amendment Act* to help address challenges such as these.

Mayor Hansen's letter resonated with Campbell River City Council, as we tragically see similarities within our own community. Like Fort St. John, Campbell River has experienced a rise in criminal and illegal activity and associated threats to public safety from specific properties. These properties can be a hub for organized crime and drug trafficking, opioid use and sadly deaths, and weapons-related violence, and they serve to undermine the sense of safety and wellbeing of immediate neighbors and the wider community. Despite police, bylaw and fire services interventions, the challenges with these properties persist and escalate over time if left unchecked, as we have seen here in Campbell River. As Mayor Hansen relates, the compounding risks can lead to tragedy and leave local governments wondering why there aren't more tools available.

The province of BC previously drafted the *Community Safety Act and Community Safety Amendment Act*, similar to legislation which is in force in several Canadian provinces and the Yukon. The powers within this legislation are an effective and reasonable response from provincial authorities to chronic and illegal behavior from problem properties. To echo the words of Mayor Hansen, it is frustrating and disheartening that the tools set out in this Act are not available to local governments, and as a result, we are unable to address the community safety challenges we face today.

We feel compelled to add the City's voice to the call for stronger support from the Province to better meet persistent threats of crime and disorder within our local communities. We ask you to consider bringing into force the *Community Safety Act* and *Community Safety Amendment Act* along with the necessary law enforcement resources to effectively implement such legislation. If this is not possible, we request that the Province look at other effective tools and interventions which could help us respond to problem properties in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Dahl', with a stylized flourish at the end.

Kermit Dahl
Mayor

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
VOE 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



January 26, 2024

The Honourable David Eby, MLA
Premier of the Province of British Columbia
premier@gov.bc.ca

DELIVERED VIA EMAIL

Re: Support for Bill-34

Dear Premier,

District of Sicamous council would like to express its support for Bill 34 and the *Restricting Public Consumption of Illegal Substances Act*.

We are disappointed by the Supreme Court's decision to grant a temporary injunction against Bill-34, which would protect children and youth from being exposed to illicit drug use and impose fines on those who choose to use drugs openly in public parks, sports fields and beaches.

Council urges the Province to appeal the Supreme Court decision.

When decriminalization came into force, council saw that the pilot program lacked guardrails and undermined provincial legislation regulating the possession and consumption of alcohol, tobacco and cannabis in public spaces.

For Sicamous, it was important to ban drug use in our parks, aligning with existing prohibitions for smoking, alcohol and cannabis. We knew we had to keep parks safe and welcoming for families. Amending our parks regulation bylaw allowed the District to implement its own guardrails and we were pleased to see the Province taking a similar approach.

Public spaces should continue to be enjoyed and used for their intended purpose.

Decriminalization aims to reduce the stigma that prevents illicit drug users from accessing lifesaving supports and services. We fear decriminalization will not solve the toxic drug crisis. Many of us have either lost a friend or loved one from toxic drugs or know someone who has lost a friend or family member. The number of overdoses, the lives lost, in our Province is devastating.

Increased funding and immediate access to addiction supports and treatment beds are

needed to help individuals and families suffering from addiction.

When help is sought, and a glimmer of hope exists, it must be available at that moment for there to be healing and change.

Sincerely,

A handwritten signature in black ink that reads "Colleen Anderson". The signature is fluid and cursive, with the first name "Colleen" and the last name "Anderson" clearly legible.

Colleen Anderson, Mayor
DISTRICT OF SICAMOUS

cc. Mel Arnold, MP North-Okanagan Shuswap
Greg Kylo, MLA Shuswap
B.C. Municipalities and Regional Districts

Rhonda West

From: Barb Puddifant
Sent: Wednesday, February 7, 2024 12:58 PM
To: Rhonda West
Subject: FW: Radon Action Plan

Categories: FOLLOW UP

From: Yavari, Yalda (HC/SC) <yalda.yavari@hc-sc.gc.ca>
Sent: Wednesday, February 7, 2024 12:46 PM
Subject: [External] Radon Action Plan

Good afternoon,

My name is Yalda Yavari, Health Canada's Regional Radon Specialist in British Columbia. I'm reaching out on behalf of Health Canada to offer our support in establishing a radon action plan for your community.

As the leading cause of lung cancer in Canada after smoking, radon exposure can pose a serious health risk to people living in Canada. In fact, over 3,000 Canadians die from radon-induced lung cancer each year.

All buildings have radon gas; the question is – how much?

While we cannot eliminate radon, we can reduce risk through testing and mitigation. Health Canada recommends reducing radon levels in buildings and homes measuring over 200 Bq/m³ (the Canadian Radon Guideline). Data from the BC Centre of Disease Control (BCCDC) suggests:

- that about 33% of homes in the BC Interior have radon levels over this threshold.

How can your municipality take action on radon?

All levels of government can take action to help reduce the risk of radon exposure, from planning and policy to education and enforcement. In a local context, the benefits of sustained action are broad and integral: preventing lung cancer and saving lives, avoiding building liability, and strengthening healthy community strategies.

Here are a few ideas to kick start your municipality's 2024 radon action:

- Include radon information on your website.
- Run a regional awareness campaign.
- Test public buildings for radon gas.
- Participate in the 100 Radon Test Kit Challenge. Applications are currently open for participation in the fall 2024 campaign.

Health Canada's Regional Radon Specialists can support your municipality and can provide you with educational resources, testing data and planning guidance. Don't hesitate to get in touch (yalda.yavari@hc-sc.gc.ca) for more information or if you are interested in establishing a radon action plan in your community.

Regards,

Yalda Yavari, MPH

(she | elle)

Regional Radiation Specialist, Environmental Health Program
Regulatory Operations and Enforcement Branch
Health Canada / Government of Canada
yalda.yavari@hc-sc.gc.ca | Tel: 604-666-3351 | FAX: 604-666-3088

Spécialiste de rayonnement régional, Programmes de la santé environnementale
Direction générale des opérations réglementaires et de l'application de la loi
Santé Canada / Gouvernement du Canada
yalda.yavari@hc-sc.gc.ca | Tél: 604-666-3351 | FAX: 604-666-3088

MEDIA RELEASE

February 22nd, 2024
For immediate release

Shuswap Watershed Council urging federal government to provide more funding for watercraft inspection to prevent spread of invasive mussels

The Shuswap Watershed Council (SWC) is not satisfied with a recent announcement from the Federal Government regarding investments for invasive Zebra and Quagga mussel prevention in the west.

In the [February 14th announcement](#), the government is committing funding to the Habitat Conservation Trust Foundation – which will support water monitoring by stewardship groups on over 65 waterbodies in BC – and for two new decontamination trailers for the Province of BC. While the SWC acknowledges these are welcome and needed investments, more funding is still needed to establish additional watercraft inspection stations around BC’s perimeter. The SWC has sent a letter in response to Federal Ministers responsible for environment, water, fisheries, transportation, and public safety.

“Watercraft inspection stations are the most important prevention tool we have,” says Jay Simpson, Chair of the SWC. “Quagga mussels were confirmed in Idaho late last year, the closest known infestation to BC. The appropriate response would be to increase funding and ramp up watercraft inspections in BC.”

The [Province of BC’s website on invasive mussels](#) states that there were six watercraft inspection stations established around BC in the 2023 season in addition to two roving stations. Most watercraft inspection stations operated from April 1st – October 31st. In 2023, inspection stations intercepted 14 watercraft confirmed to have invasive mussels.

“We are very concerned about gaps in the watercraft inspection program,” says Erin Vieira, program manager for the SWC. “There are many routes into BC that don’t have an inspection station. Where there are inspection stations, they don’t operate 24 hours/day or year-round.”

In a February 22nd letter to four federal Ministers and copied to BC MPs, MLAs, First Nation Chiefs, chambers of commerce and stewardship groups, Chair Simpson calls for immediate, long-term federal funding to the Province of BC to support invasive mussel prevention through the operation of watercraft inspection stations at all entry-points to BC, 24 hours/day and 365 days/year to prevent the entry of unchecked watercraft into BC.



“Early detection monitoring has indicated that BC waters remain free of invasive mussels. However, that could change in a day or two if a traveller with infested watercraft or gear were to arrive in BC without having been inspected and launch into a lake, thus starting a new, irreversible infestation of mussels. This scenario is entirely plausible since watercraft inspection stations are not open 365 days a year nor are they located on all entry-points to BC, and invasive mussels are known to survive out-of-water for up to 30 days. An infested watercraft could depart Manitoba, Ontario, Idaho or another infested jurisdiction today and be in BC, unchecked, tomorrow”, the letter reads.

A [report published by the Province of BC in May](#) estimates an annual cost of \$64 - \$129 million to deal with the impacts of invasive mussels in BC. These costs would be borne by tax-payers, business and property owners for regular maintenance on hydro and water supply infrastructure, agriculture and golf course irrigation, maintenance to boats and marinas, lost revenues from the tourism industry, and loss in property values.

“If Zebra or Quagga mussels arrive in the Shuswap, the cost of dealing with them will impact everyone here,” says Erin Vieira, program manager for the SWC.

The SWC is encouraging Shuswap residents write their own letter to Ministers, requesting funding for watercraft inspection to prevent the spread of invasive mussels to BC.

The SWC’s letter is posted on their website, www.shuswapwater.ca.

-30-

About: The [Shuswap Watershed Council](#) is a watershed-based partnership that works on water quality and safe recreation in the Shuswap.

Contact: For more information, please contact Erin Vieira at the Shuswap Watershed Council c/o the Fraser Basin Council in Kamloops at 250 314-9660.



Building Safer Communities Annual Report

Youth Resilience Strategy 2023-2026



CITY OF
SALMON ARM



Sarah Zuidhof, BSCF Project Coordinator

Overview

Implement a collaborative, multi-sectoral strategy to reduce risk factors for vulnerable youth in the Shuswap through the lens of gun and gang prevention.



Objectives and Goals

The Youth Resilience Strategy focuses on building capacity among organizations and youth.

Goal # 1

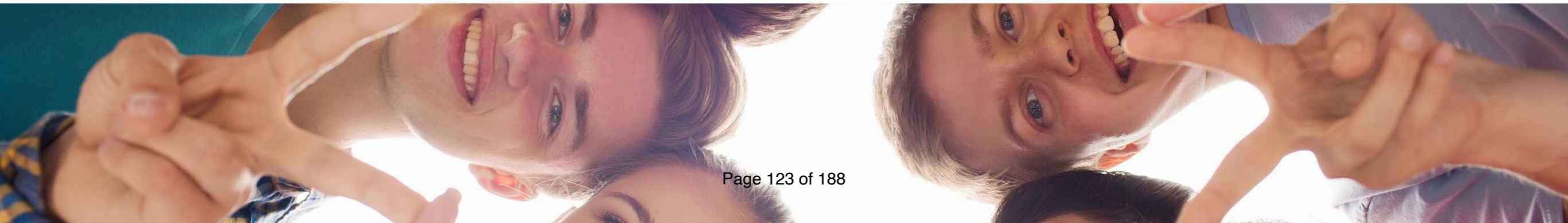
Increase collaboration through the creation and projects of the Shuswap Youth Service Collaborative (SYSC)

Goal # 2

Create sustainable, multi-sectoral programming that meets the identified gaps in services for Shuswap Youth.

Goal # 3

Develop capacity and further opportunities for innovation in local youth services.



Target Audience

Based on local risk factors and identified needs in the Shuswap



Target Audience #1

Newcomer Youth



Target Audience #2

Youth needing employment skills and not attending school.



Target Audience #3

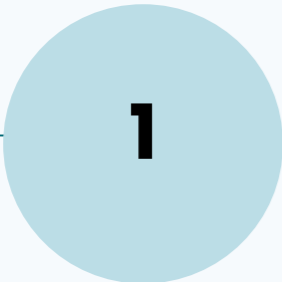
Indigenous Youth

Timeline

Youth Resilience Strategy



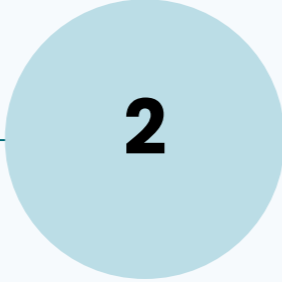
We are here!



STRATEGY DEVELOPMENT

Research, solicit community proposals. Five projects selected.

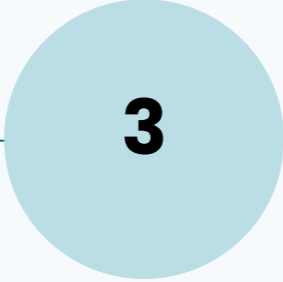
**Nov 2022–
March 2023**



PROJECT IMPLEMENTATION

Community partnerships, SYSC and all projects launched and maintained.

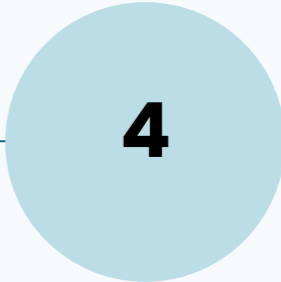
**April 2023–
March 2024**



STRENGTHENING THE STRUCTURES

Sustainability plans established. Evaluation frameworks strengthened.

**April 2024–
March 2025**



PROGRAM EVALUATION

Sustainability implemented. Collection and analysis of data.

**April 2025–
March 2026**

Local Youth Resilience Projects



5 Projects



01 Shuswap Youth Services Collaborative

02 The Hive

03 Secwépemc Strong #1
• Cultural Camps

04 Secwépemc Strong #2
• Positive Programming

05 Launch Youth

1

Shuswap Youth Services Collaborative



18 organizations that work directly with youth

Meetings

Bi-monthly meetings (min of 14 people at each meeting). SYSC Executive formed (4 organizations).

Collective Professional Development

Five workshops including Elaine Alec, grant workshops and Gun/Gang awareness training.

1 Year Strategy Created

Four key priorities outlined to support collective youth development.

Collaborative Projects

Four collaborative projects undertaken outside of BSCF projects (due to SYSC)

Wow!

*"We've become a family."
-Executive Director, Non profit organization*



*"Being part of this collaborative feels like an act of truth and reconciliation itself."
- Indigenous non profit organization*

Key SYSC Projects

"It's a wonderful shift to be so collaborative after we had to silo in the pandemic."

-Youth worker, Non profit organization

Interactive Youth Services Map

All youth resources collected to promote awareness of programs for service providers. Partnered with Pathways for further access to supporting youth resources.

Shuswap Youth Services Map

Shuswap Services Map | Emergency Contacts | Non-Emergency Contacts

If there are missing resources, you can submit them [here](#)

To use the filters, turn the toggle on and then choose the options available for searching various resources.

SYSC

Resource Category

- Addictions / Substance Abuse
- Disability Services
- Education Services
- Employment Services
- Family / Parenting Support

Map Labels: Gleneden, Shuswap Lake, Switsemalph 3, Salmon Arm, 410 Ave NE, Upper Violet Creek Provincial Park, Malibu (South Canoe), Mara Meadows Provincial Park, Mara, Highway 97A, Foothill Rd, Auto Rd SE, 50 St SW, 50 St NE.

Powered by Esri

Resource Cate...	Agency Name	Program	Physical Address	Email	Phone	Website	Description
Mental Health and Couns...	Shuswap Family Resource ...	Mental Health Support an...	681 Marine Park Dr	info@familyresource.bc.ca	250-804-6446	View	Supporting yo
Mental Health and Couns...	Canadian Mental Health A...	Bounce Back	433 Hudson Ave NE	info.sr@cmha.bc.ca	855-873-0013	View	A free mental h
Mental Health and Couns...	Canadian Mental Health A...	Living Life to the Full	433 Hudson Ave NE	info.sr@cmha.bc.ca	250-832-8477 ext 102	View	Mental Health

Sustainability Plan

- Applied for Foundry as a collaborative grant (190 page application) for \$2.5 million to start a Shuswap Foundry (Oct 2023)
- SYSC Visioning Session to outline collective priorities (Jan 2024)

Wow!



SHUSWAP YOUTH SERVICES

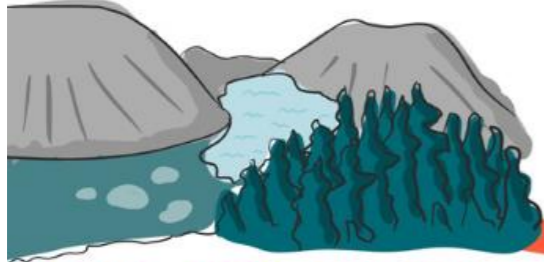
VISIONING SESSION

BETWEEN ALL OF US, WE FIND BETTER SOLUTIONS. WE NEED EACH OTHER.



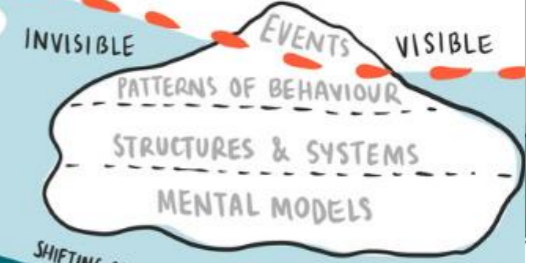
IF YOU WANT TO GO FAR, GO TOGETHER

THERE IS NO ONE "RIGHT WAY" TO DO YOUTH SERVICES



WE LIVE, WORK, AND PLAY ON THE LANDS OF THE SECWÉPEMC PEOPLE

IF YOU WANT TO GO FAST, GO ALONE



SHIFTING OUR COLLECTIVE FOCUS ON ROOT CAUSES INSTEAD OF PROGRAMS

youth services



EMERGING THEMES

CIRCLE OF CARE

• NETWORK OF PROFESSIONALS THAT WORK TOGETHER TO REDUCE BARRIERS FOR A SPECIFIC YOUTH

SYSTEM NAVIGATION SUPPORT PERSON

• HOW TO ACCESS FREE COUNSELLING
• WHERE TO ACCESS RESOURCES

TARGETED RECRUITMENT STRATEGY FOR INDIGENOUS YOUTH TO PROGRAMS

TRANSPORTATION NEEDS

• A CONTINUAL BARRIER FOR MANY YOUTH AND FAMILIES

STRENGTHS

- COMPREHENSIVE EMPLOYMENT SERVICES
- DEDICATED STAFF TO SUPPORT YOUTH
- SUMMER BUSES
- EMERGENCY HOUSING & SHELTER
- VIRTUAL & IN-PERSON OPTIONS
- SELF-REFERRAL
- LOW WAIT LISTS FOR SOME SERVICES
- EMERGENCY FOOD SECURITY
- OUTREACH IN SCHOOLS
- OUTREACH BASED
- REFERRALS MAY PROVIDE SUPPORT IN NAVIGATING SYSTEM
- CIRCLE OF CARE
- RESOURCE OPTIONS THAT CONNECT TO SERVICES
- MANY FREE SERVICES

COULD WE COLLABORATE WITH SENIORS GROUPS?

THE SYSTEM HAS TO BE FLEXIBLE

• HOW TO CONNECT WITH YOUTH - NOT IN SCHOOL OR PROGRAMS?

• PEER SUPPORTS

• EVENING SERVICES

• ADAPT WORKPLACES TO WELCOME INDIGENOUS YOUTH

• FUNDING & CAPACITY

• LIMITED CAPACITY & WAITING LISTS

GAPS

• COMMUNICATION MORE LANGUAGES

• DIGITAL

• AGE-OUTS

• ACCESS BARRIERS FOR NEURODIVERSE YOUTH

• HOLISTIC & DECOLONIZED MENTAL HEALTH

• TRANSPORTATION

• CLEAR AND COMPREHENSIVE PUBLIC TRANSIT

• MORE UNDERSTANDING

• SYSTEM NAVIGATION SUPPORTS

• SUPPORT FOR YOUTH WITH PEOPLE IN THEIR LIFE WHO HAVE MENTAL ILLNESS

• OUTREACH TO RURAL AREAS

• EDUCATION AROUND HOW PEOPLE CAN GET FUNDING FOR SERVICES



2

The Hive

Social and academic support for newcomer youth to enhance a sense of belonging.

The Program

Weekly afterschool program at South Broadview from 2:05-5:00pm.
Snacks, games, group activities, crafts and reading.

Powerful Collaboration

Four organizations working together for a common vision.

Sustainability Planning:

Wow!

- Applied and received an IRCC grant for a Settlement Worker in Schools (SWIS)
- Applied for four years of IRCC funding for the Hive and SWIS (Jan 2024).



SD 83



*"Can the Hive happen everyday?"
- 14 year old teen from Peru*



"I've seen shy kids become more outspoken. The Hive is a safe place for everyone."

- 17 year old volunteer

The Hive meets a growing need among Shuswap youth

- Continued growth in youth participants each month.
- Increased referrals from community partners and ELL teachers.
- Core group of teen and adult mentor volunteers (approx 10-13 each week)



Biggest barriers to attendance are lack of transportation for newcomer families.

**New Partnerships
being created with:**



Approx 25 youth attending each week from 5 different schools

3

Indigenous Cultural Camps

We are Sacred

Seven weeks of weekly afterschool sessions for Indigenous female youth and teens

Peaceful Warriors

Three weekend camps for Indigenous male youth and teens

Sustainability Planning

-Strategic Planning Workshop (May 2023) to create revenue streams to keep camps free

-Development of Truth and Reconciliation Workshops with SASCU Sponsorship (\$20,000)

-Development of "We are Sacred" curriculum to sell to other organizations

-Applied and received Racial Justice Grant through the Law Foundation (\$50,000)

Wow!

Wow!

It's so important to have cultural components woven into these camps."

-Indigenous parent of youth participant



"I'm learning new stories that I have never heard before."

-Indigenous youth participant



SD



CITY OF SALMON ARM

The Impact of Rise Up Camps

Approximately 40 Indigenous youth have participated in these camps this past year



4

Circle of Courage Youth Program

Wholistic, positive youth development (mentorship, physical and cultural opportunities)

Five Units:

- Mountain Biking (6 wks)
- Boxing Camp and unit (6 wks)
- Martial Arts (8 wks)
- Fishing and Trapping (2 wks)

Building Capacity at all Levels

- Each unit led by Indigenous facilitators
- Interested youth offered further training and professional development
- Elders/ parents in community invited to participate
- Strong working relationship between CSA and ALIB

Wow!



"I loved being part of the boxing camp and never knew I would enjoy this sport."

-15 yr old from ALIB Boxing Unit



"The kids were engaged and eager to learn. It was an honour to share how boxing has shaped my life."

-Boxing Facilitator, ALIB



Click below for a short video featuring two ALIB units:

Created by an ALIB youth



5

Launch Youth Employment Program



Pre-employment and employment training

Focus on Partnerships

- Built on multi-sectoral partnerships
- Weekly onsite visits with students at **Storefront School** and **Sullivan Highschool**
- Development of a **Drop In Youth Room** at the SFC (working towards evening and weekend hours)

Sustainability Planning

- Applied for YESS Grant for \$3 million dollars (Dec 2023)
- Applied for Shuswap Community Foundation Grant (Jan 2024)
- Partnered with Shuswap Innovation Center to create Incubator projects with revenue put back into wrap around supports.

Wow!

Community connections and employment for these participants are strong protective factors for life.



SD

the shuswap family centre



Canadian Mental Health Association
Mental health for all

CITY OF SALMON ARM

83

shuswap Children's association

Shuswap IMMIGRANT SERVICES SOCIETY

the SHUSWAP makerspace

"Youth appreciate the flexible and individualized support as each one's journey to employment is so unique."

-Launch Program Coordinator



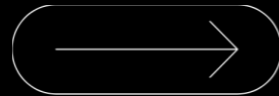
Impact of Launch

- Feedback from a participant’s teacher that incredible progress has been made in **motivation, self-confidence and task completion** as a result of Launch
- 1 participant now attending a mental health session (Jan 2024)
- 1 participant with secured position to be able to graduate highschool (Jan 2024)

28	Key supports provided (Jan)	26	Participant Meetings (Jan Hours)
3	Referrals to Com Partners (Jan)	4	New Employer/Community Connections (Jan)
16	Jobs Applied for (Jan)	7	New Intakes (Jan)
18	Outreach Hours (Oct-Dec)	43	Peer Support Hours (Oct-Dec)

2024/25

Looking Ahead with Anticipation!



Continued Truth and Reconciliation Work

Collective Prof Development to decolonize our youth services

Circle of Care Committee

Wrap Around Support Model

Launch

Entrepreneurship program

Expansion

for youth to accompany

Online Hive

Program

Academic support for newcomer youth in rural areas

Targeted

Recruitment

Enhancing partnerships to actively recruit Indigenous youth

SYSC

Monthly structures to share info about youth events

Newsletter

Service

Navigation

One organization identified to

Page 138 of 188

meet this important need

Role

Shuswap Foundry

Continued development of integrated youth services to reduce barriers for youth

CITY OF
SALMON ARM



**Thank you for your
support!**



Building Safer Communities Fund

To: His Worship Mayor Harrison and Members of Council

Date: February 12, 2024

Subject: Development Variance Permit Application No. VP-595

Legal: Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 29299

Civic: 1621 – 13 Street SE

Owner/Applicant: Wilkins, B & J

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-595 be authorized for issuance for Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 29299 (1621 13 Street SE) to vary the provisions of Zoning Bylaw No. 2303 as follows:

Section 6.10.2 – R-1 Single Family Residential Zone – reduce the minimum setback to a rear parcel line from 6.0 m (19.7 ft) to 3.3 m (10.9 ft) to allow for the siting of a balcony subject to receipt of a Building Location Certificate provided by a BC Land Surveyor.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The proposed variance has been requested to support a proposed balcony.

BACKGROUND

The subject parcel is located within the Hillcrest residential area at 1621 13 Street SE (Appendix 1 & 2) and is approximately 850 square metres in area. The semi-rectangular parcel contains a single family dwelling and accessory structures. The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The existing single family dwelling is sited close to the required rear parcel line setback, as the rectangular parcel is not particularly deep. The rear door of the house is accessed via a stairway with landing which is exempt from the setback regulations as per Zoning Bylaw Section 4.3.2. While a 17 square foot deck is permitted within the rear setback area, the proposed deck is approximately 8 feet by 18 feet plus stairs, or 192 square feet in area (Appendix 5).

The rear yard of the subject property has seen recent change with the subdivision of adjacent land to the west and the initial stages of development along the greenway corridor directly adjacent the rear yard of this parcel. Several of the parcels along this previously unused right-of-way had been utilizing this public space up until recent development activity. Greenway development is expected in 2024.

The proposed variance has been requested to support construction through the Building Permit process. The deck has not been constructed. Site photos (from November 2023) are attached as Appendix 6.

COMMENTSBuilding Department

General concern noted for structures in setback area. Confirmation of siting to be confirmed by a site plan prepared by a BCLS.

Fire Department

No concerns.

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 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 will be held on February 26, 2024.

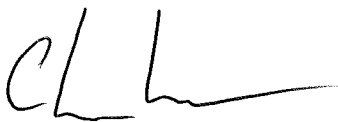
Planning Department

Staff are generally unsupportive of requests for rear-yard setback reductions as these can directly impact adjacent parcels and reduce the amount of impervious area in what is typically a green space. However, this proposal involves a unique parcel within an established residential area, screened by mature vegetation, adjacent to a greenway corridor. The parcel is relatively narrow, with the dwelling centrally positioned. Staff note that an older smaller deck structure has been at this approximate location for some time without any significant concern. While the proposed balcony is significantly larger than the existing deck structure, it is not a significantly large structure and it is positioned in the relative middle of the parcel, separated from the adjacent neighbouring parcels. With BC Building Code requirements met, it is the opinion of staff that the requested variance will not unreasonably or significantly impact existing development in the area.

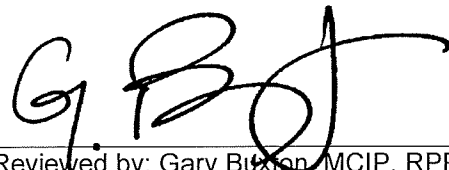
CONCLUSION

Considering the shape and development context of the parcel adjacent to the greenway corridor, staff have limited concerns with the requested variance. As with the majority of similar variance applications, while staff can provide technical comments, the perspective of potentially affected neighbours can be a factor. The applicant has been encouraged to consult with the immediate neighbours.

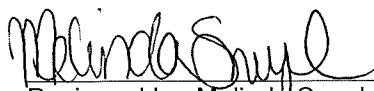
Staff note that the variance is only applicable to the siting of the balcony under consideration as shown in the attached plans (Appendix 5) and does not permit any new, additional, or future use other than what is permitted in the Zoning Bylaw under the current zone regulations.



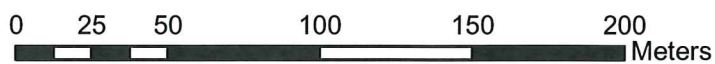
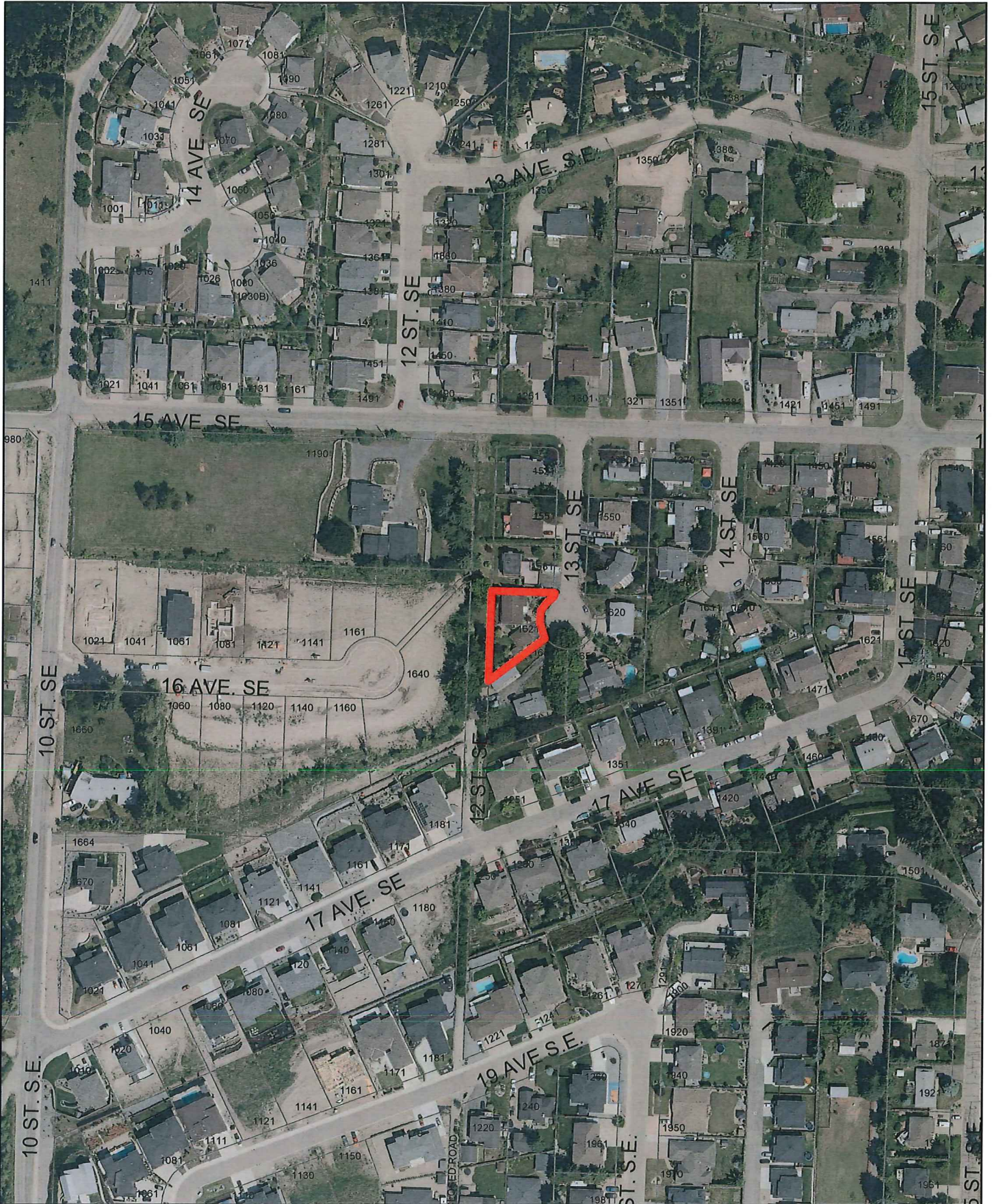
Prepared by: Chris Larson, MCIP, RPP
Senior Planner



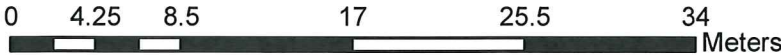
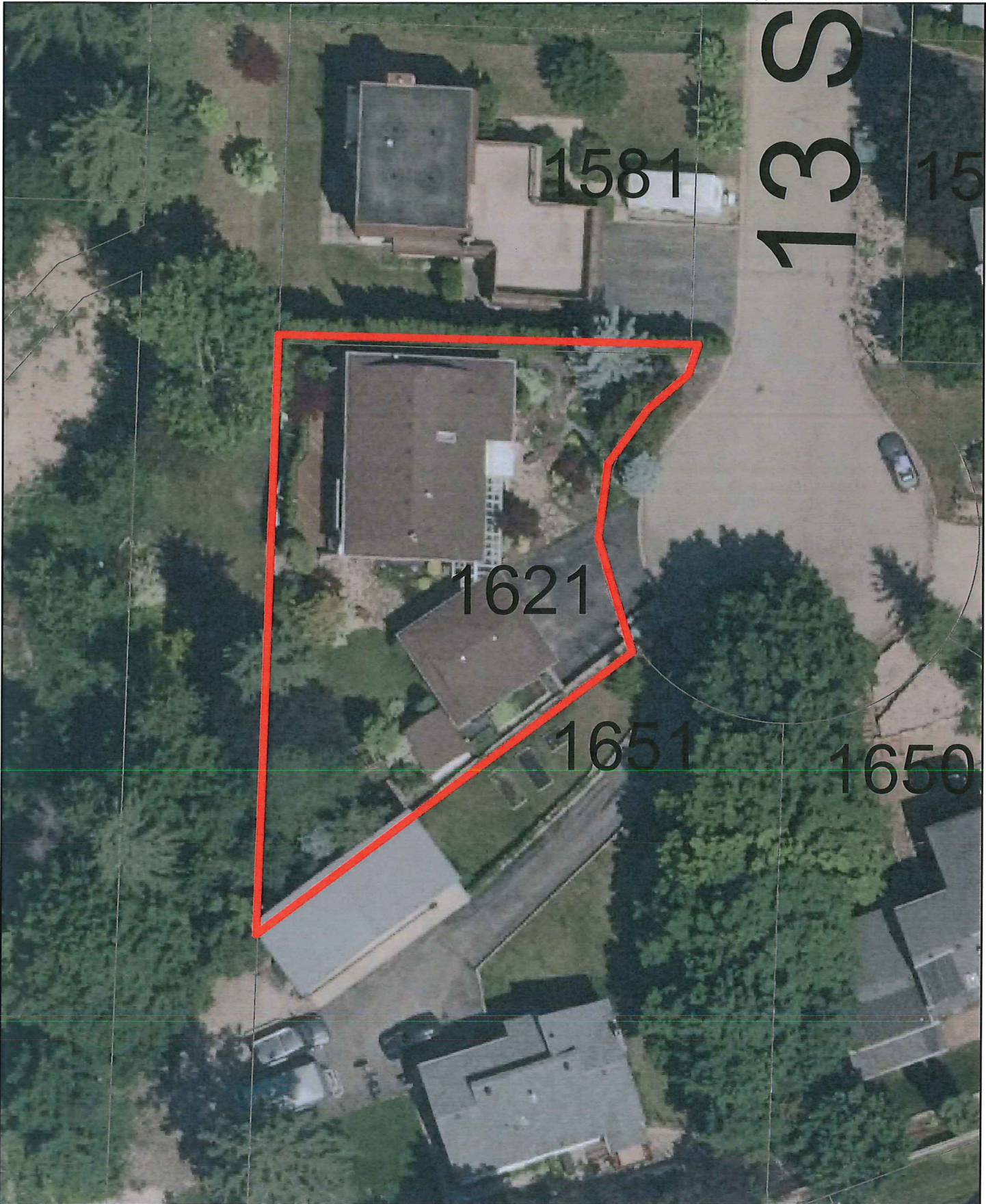
Reviewed by: Gary Buxton, MCIP, RPP
Director of Planning & Community Services



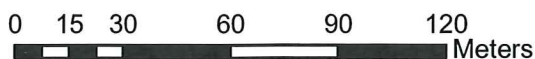
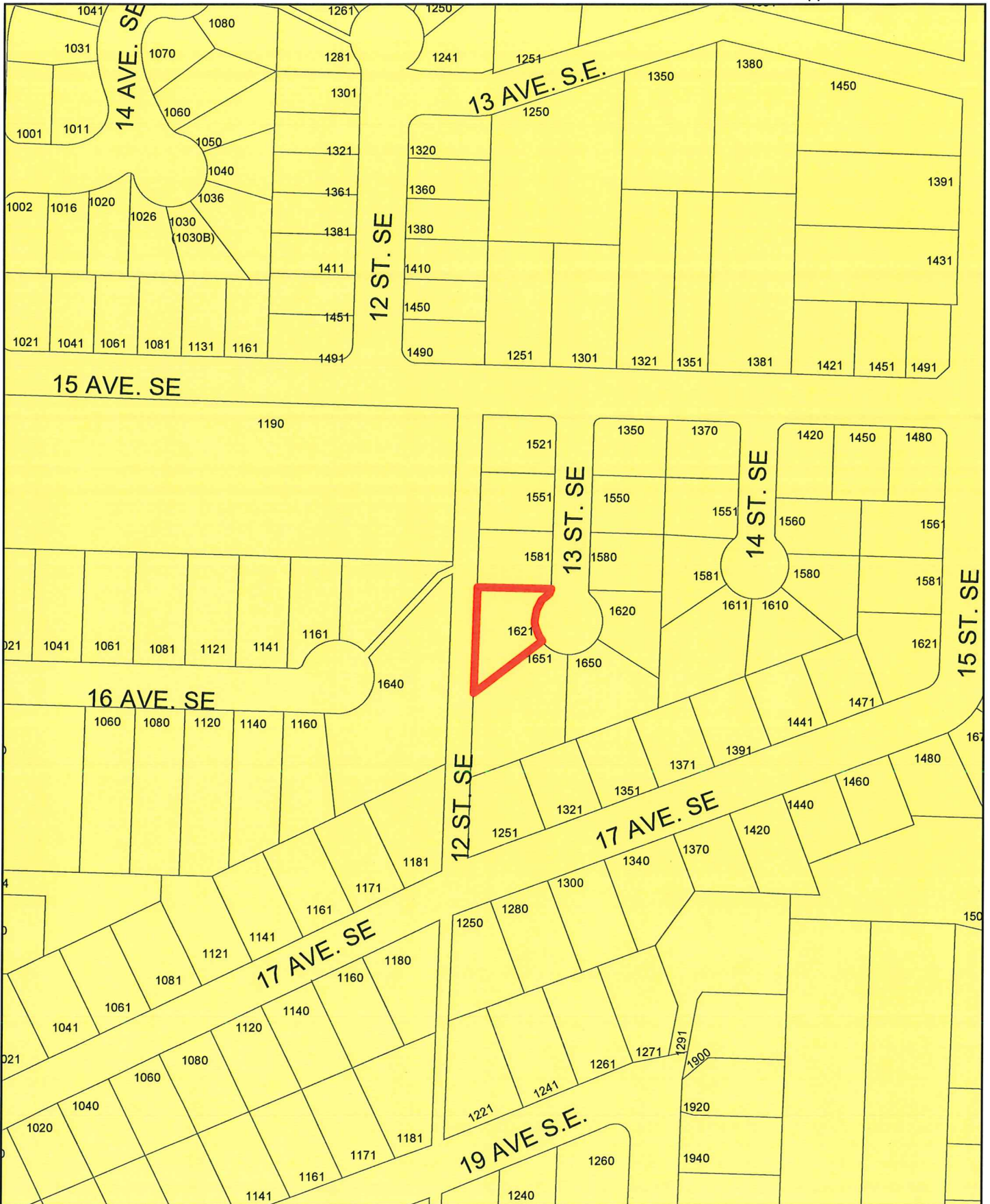
Reviewed by: Melinda Smyrl, MCIP, RPP
Manager of Planning & Building



 Subject Parcel



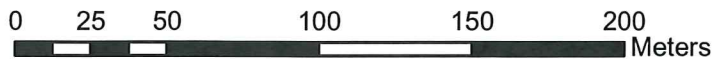
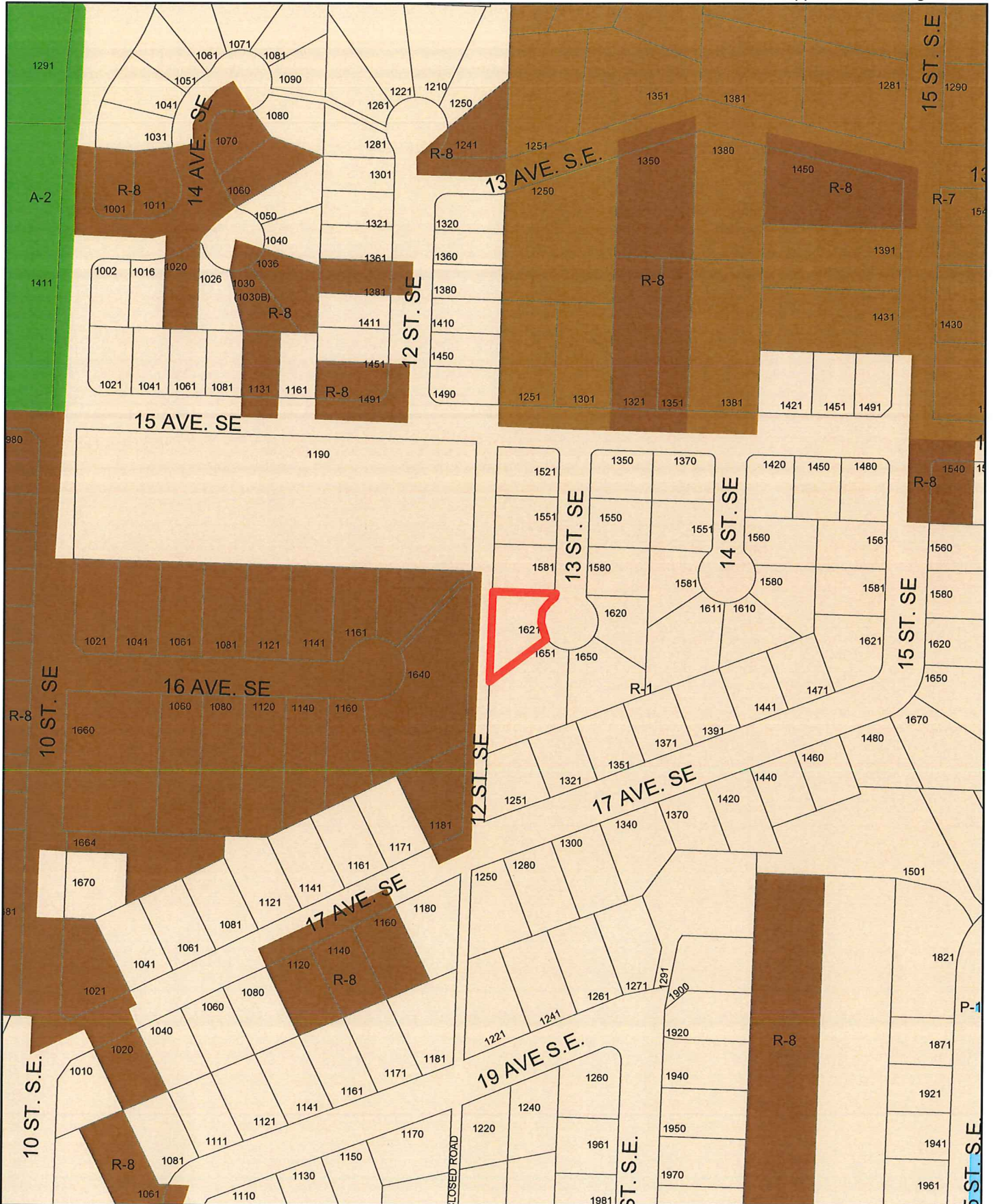
 Subject Parcel



Subject Parcel



Residential Low Density



 Subject Parcel

Variance Request for 1621 13th st SE Salmon Arm

My current stairwell/deck to my sliding back door is in need of repair. We would like to extend the 4 foot wide stairway and deck to an 8 foot width and to do so we would request a 2.5 meter variance to the rear of our property.

For the past 25 years we have had a forest for our view but now with development we would like to take advantage of the new view of the fly hills.

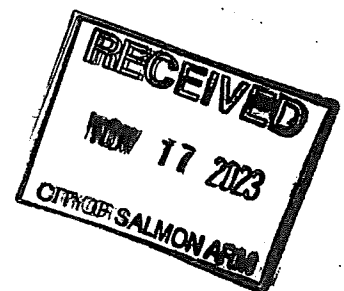
We still would have a 3.5 Meter set back which would still be inside our lower deck.

We also have a closed road (10 meters) between ourselves and the new development and a few deciduous trees so we feel we wouldn't be disturbing anyone.

Thank you for considering this proposal.

Yours truly

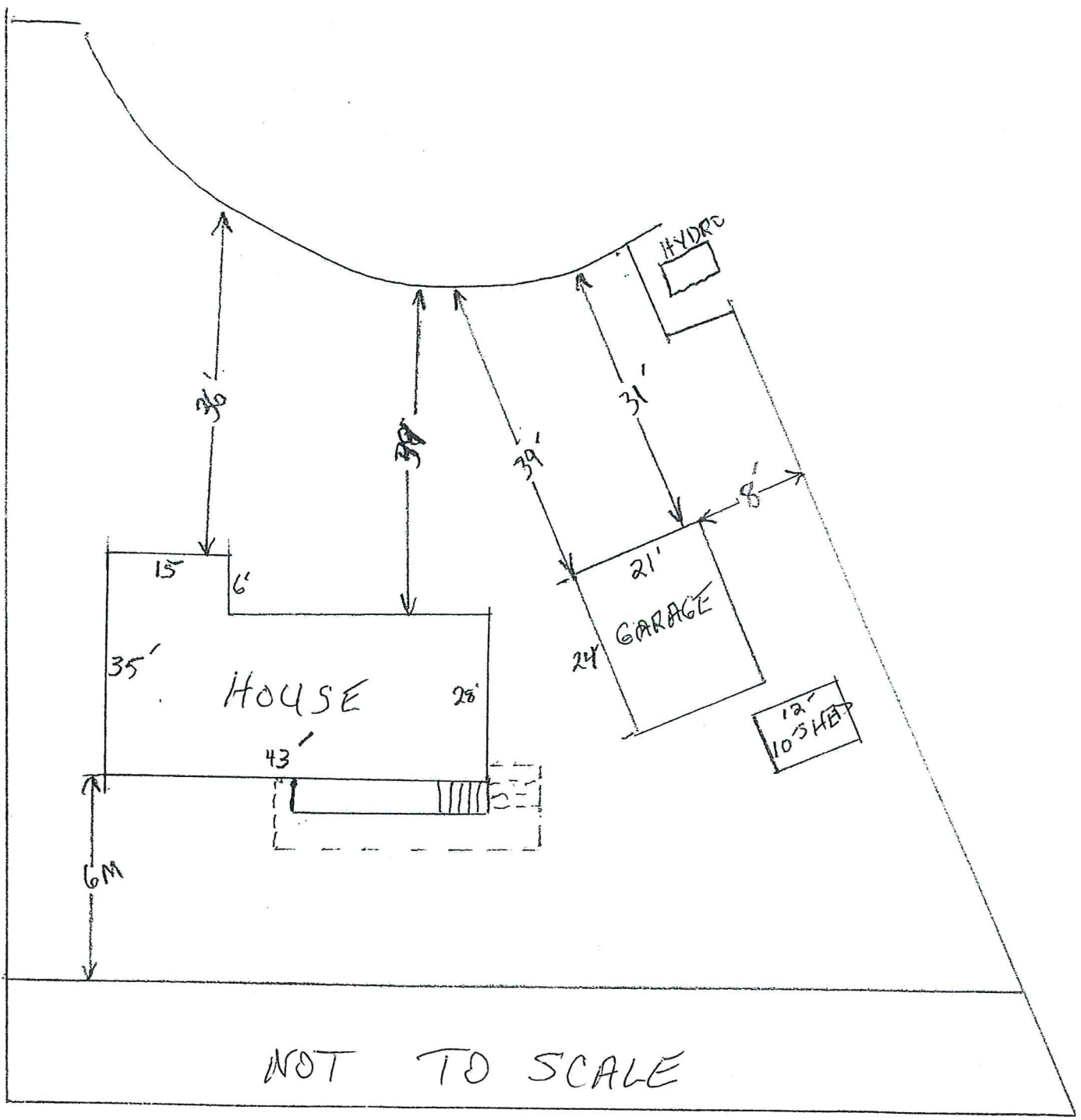
Bob and Jan Wilkins



Appendix 5 Proposal
RECEIVED
NOV 17 2023
CITY OF SALMON ARIZ

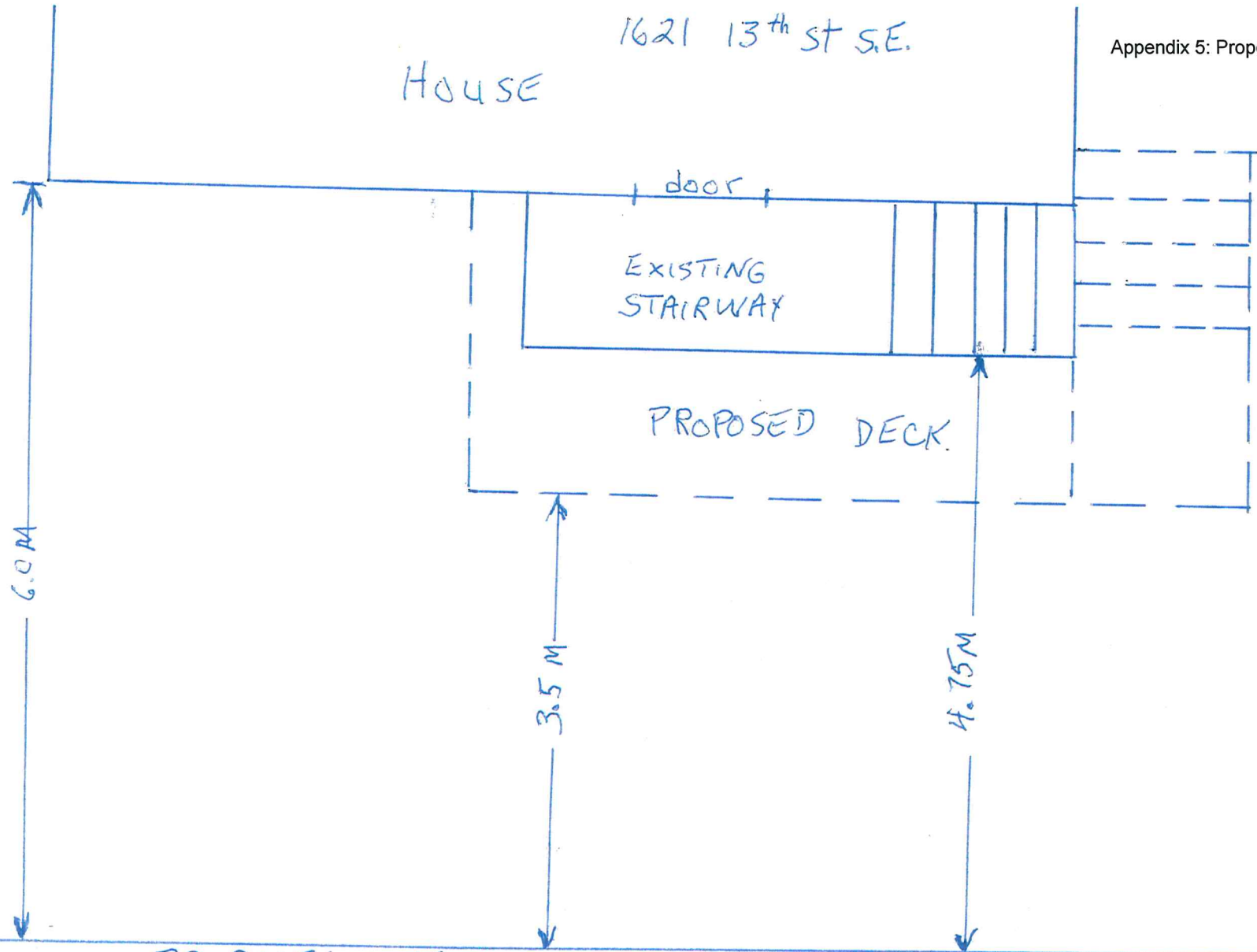


1621 13th ST S.E.



1621 13th ST S.E.

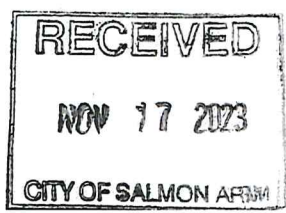
HOUSE

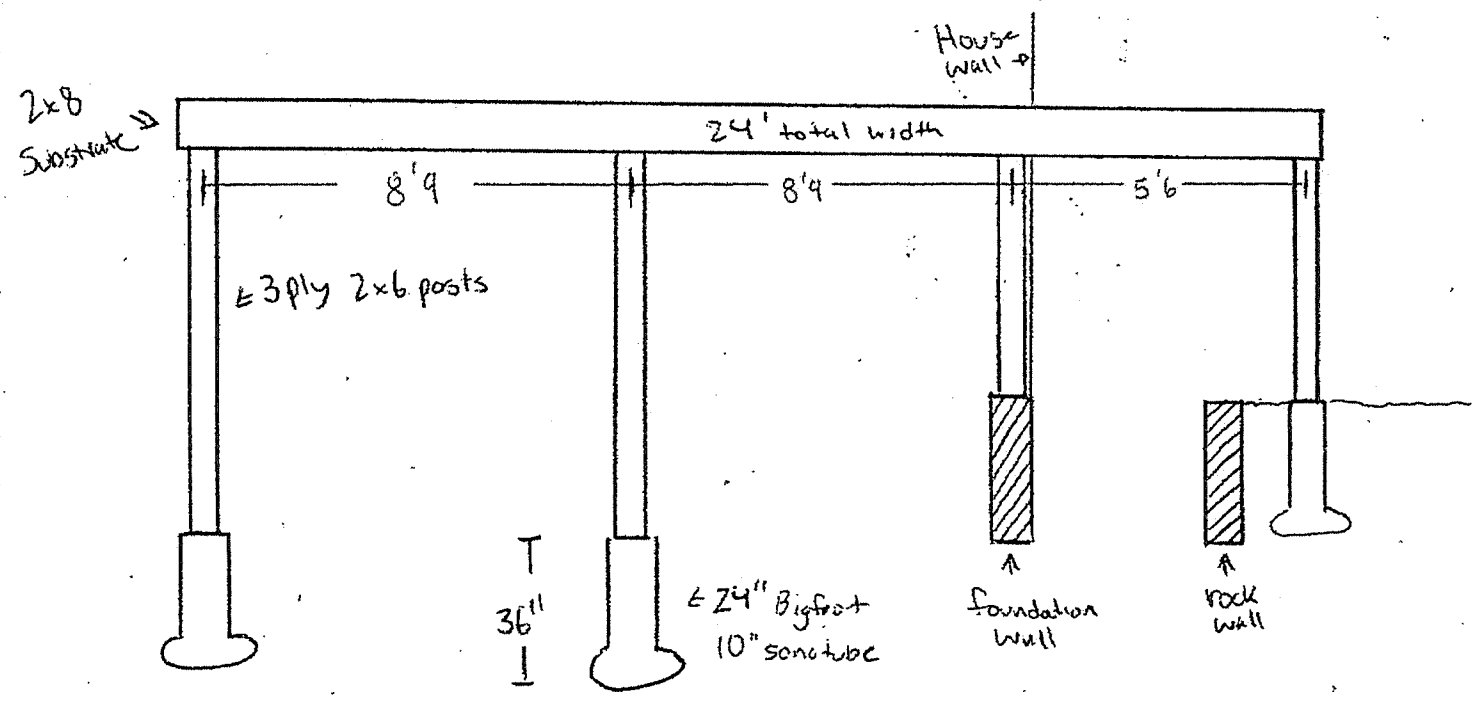
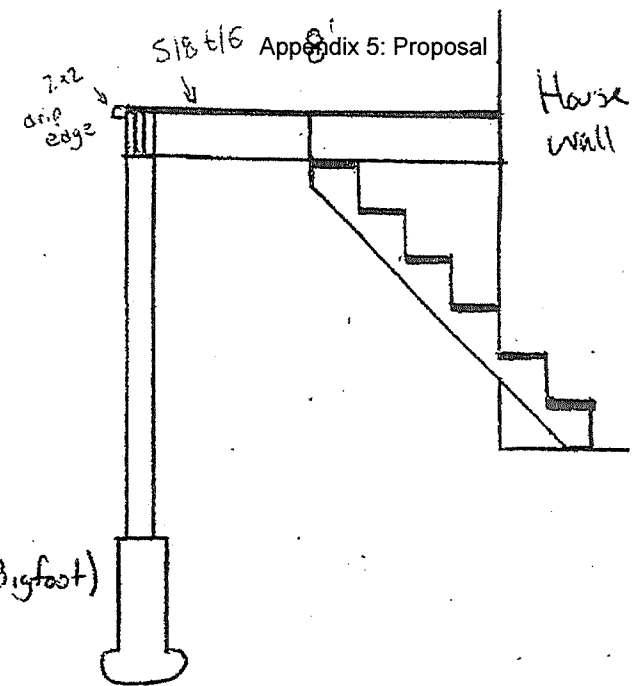
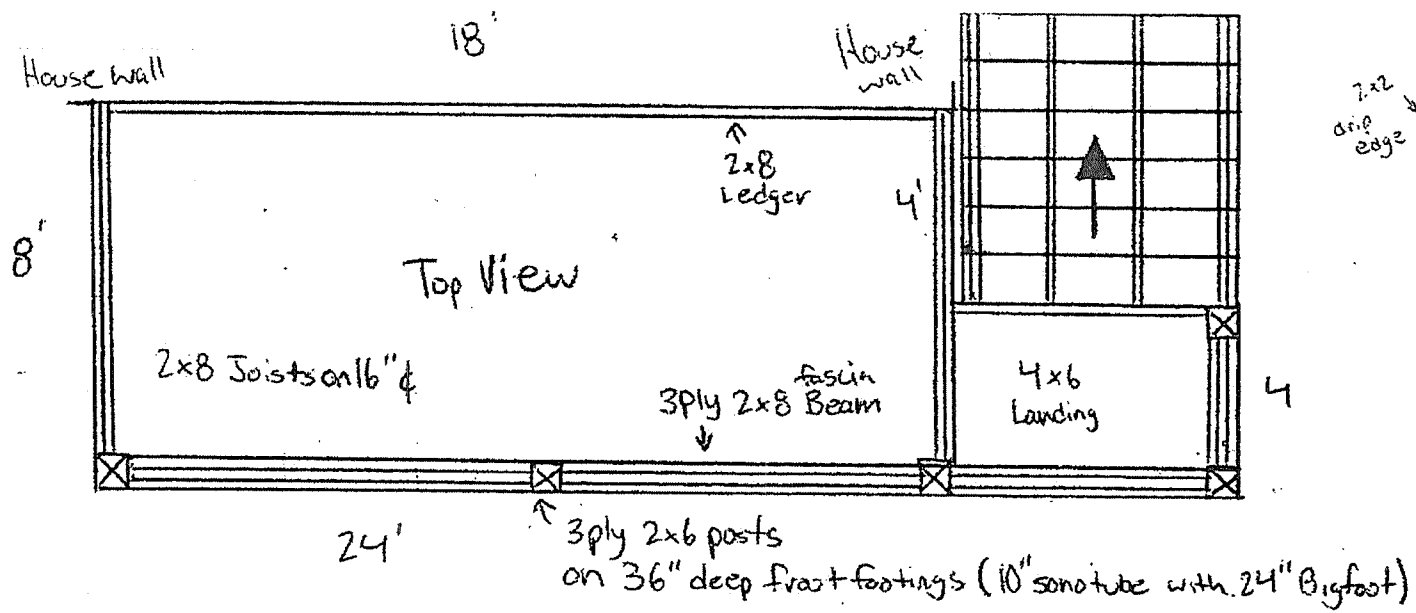


PROPERTY LINE

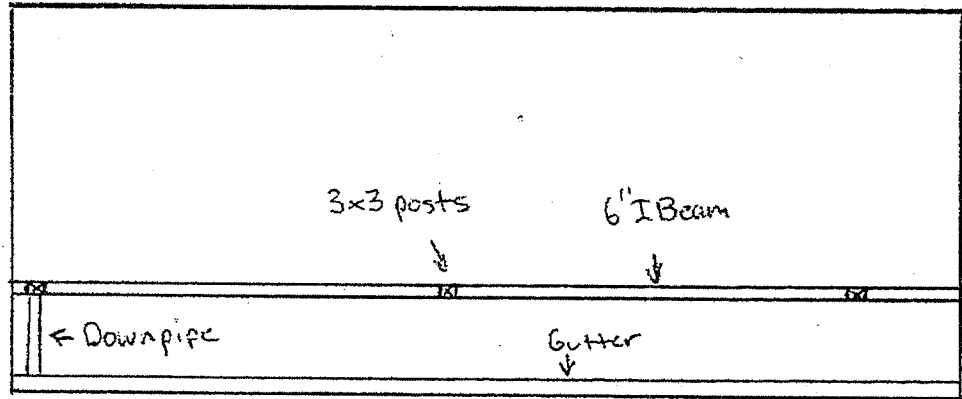
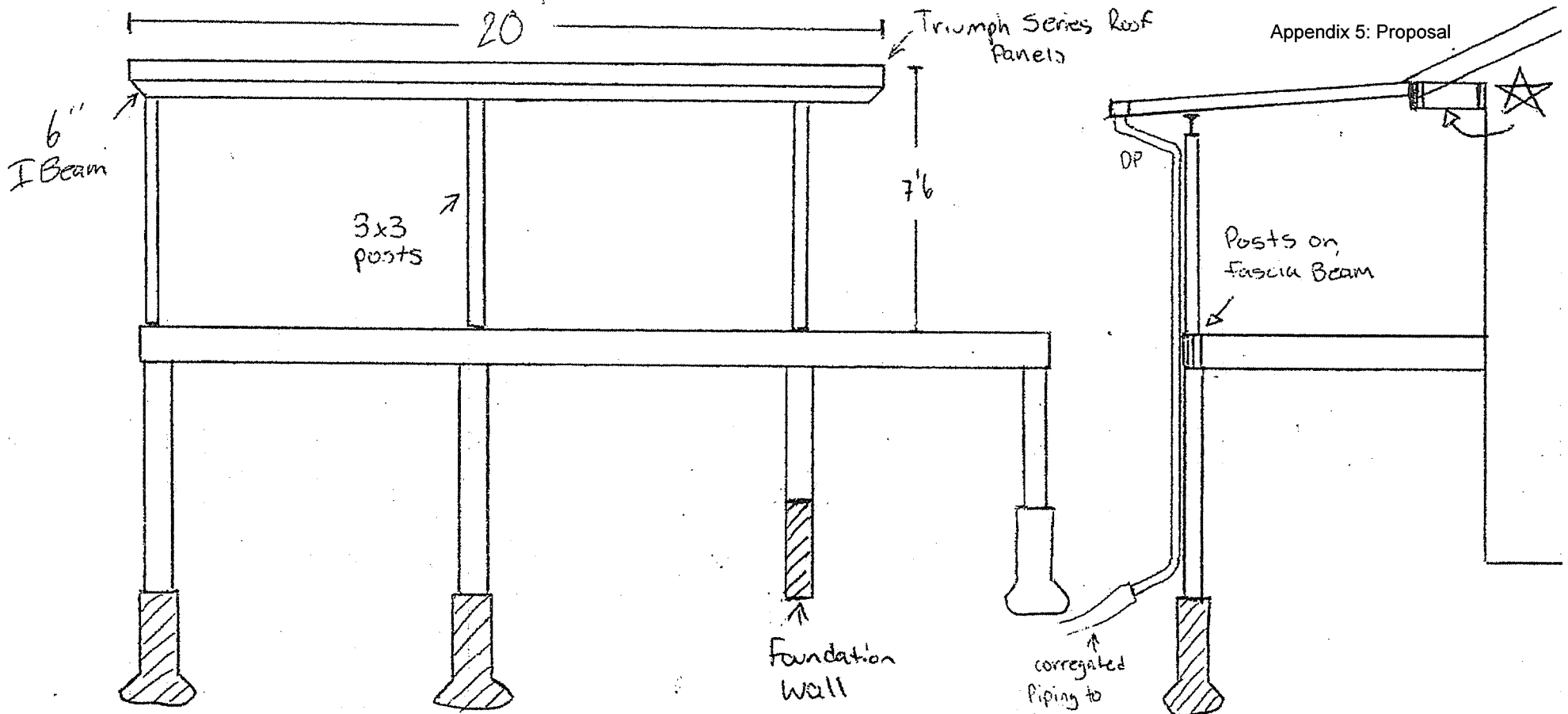
REQUESTED VARIANCE 2.5M

CLOSED ROAD
10 M





- 2x8 substrate
- 2x8 ledger with GRK attaching to house
- 3ply 2x6 posts
- 24" Bigfoots - 10" sonotube
- 18' x 8' deck with 4x6 landing + stairs
- 5/8 select + 1/6 plywood on deck
- 60 ML Dorradek Membrane on deck surface
- all fascia + Beams + posts cladde with smart + trim
- Stairs with 6 ply stringers and



- ★ Reinforced truss ends with 2x4's + simpson #A34 Hangers
- See engineering detail
- Direct load bearing from patio cover post to frost footing



View northeast from 16 Avenue SE, subject parcel on right.



View northeast, subject parcel on right.



View southeast from greenway corridor, existing deck/stairs visible.

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, February 26 at 7:00 p.m.**

1) Proposed Amendment to Official Community Plan Bylaw No. 4000:

Re-designate 1821 9 Avenue NE from MR (Medium Density Residential) to HC (Highway Service/Tourist Commercial).

2) Proposed Amendment to Zoning Bylaw No 2303:

Rezone 1821 9 Avenue NE from R-1 (Single Family Residential Zone) to CD-21 (Comprehensive Development Zone-21); and

Rezone 1881 9 Avenue NE from C-3 (Service Commercial Zone) to CD-21 (Comprehensive Development Zone-21).

Civic Address: 1821 and 1881 9 Avenue NE

Legal Description: 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

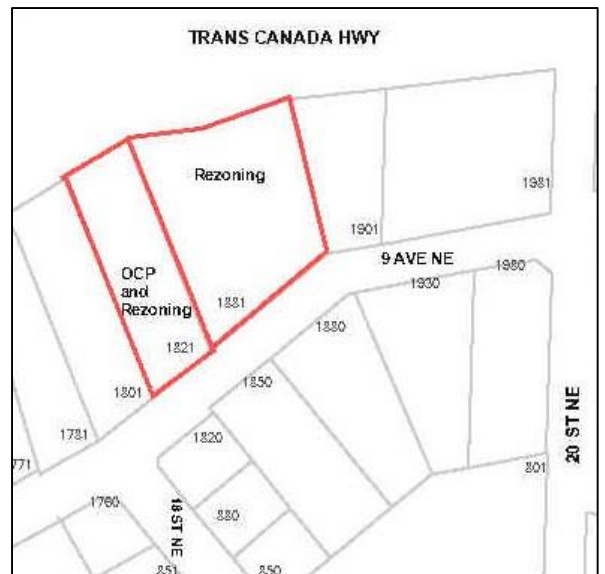
Location: South of Trans Canada Hwy and west of 20 Street NE on the North side of 9 Avenue NE

Present Use: Single Family Dwelling and Commercial Use

Proposed Use: Future commercial and residential use development

Owner/Applicant: 1026082 BC Ltd.

Reference: OCP4000-56/Bylaw No. 4624 and ZON-1275/ Bylaw No. 4626



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> from February 13 to February 26, 2024 inclusive. If you are interested or affected by the proposed bylaws and wish to review the additional information, contact the Planning Department at 250 803-4010 or planning@salmonarm.ca prior to the hearing.

Meetings are being held in person and virtually. If you wish to attend virtually, a link to the virtual meeting is available in the Agenda section on our website at www.salmonarm.ca.

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

Sue Wood, Director of Corporate Services

February 14 and 21

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.



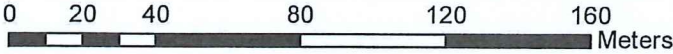
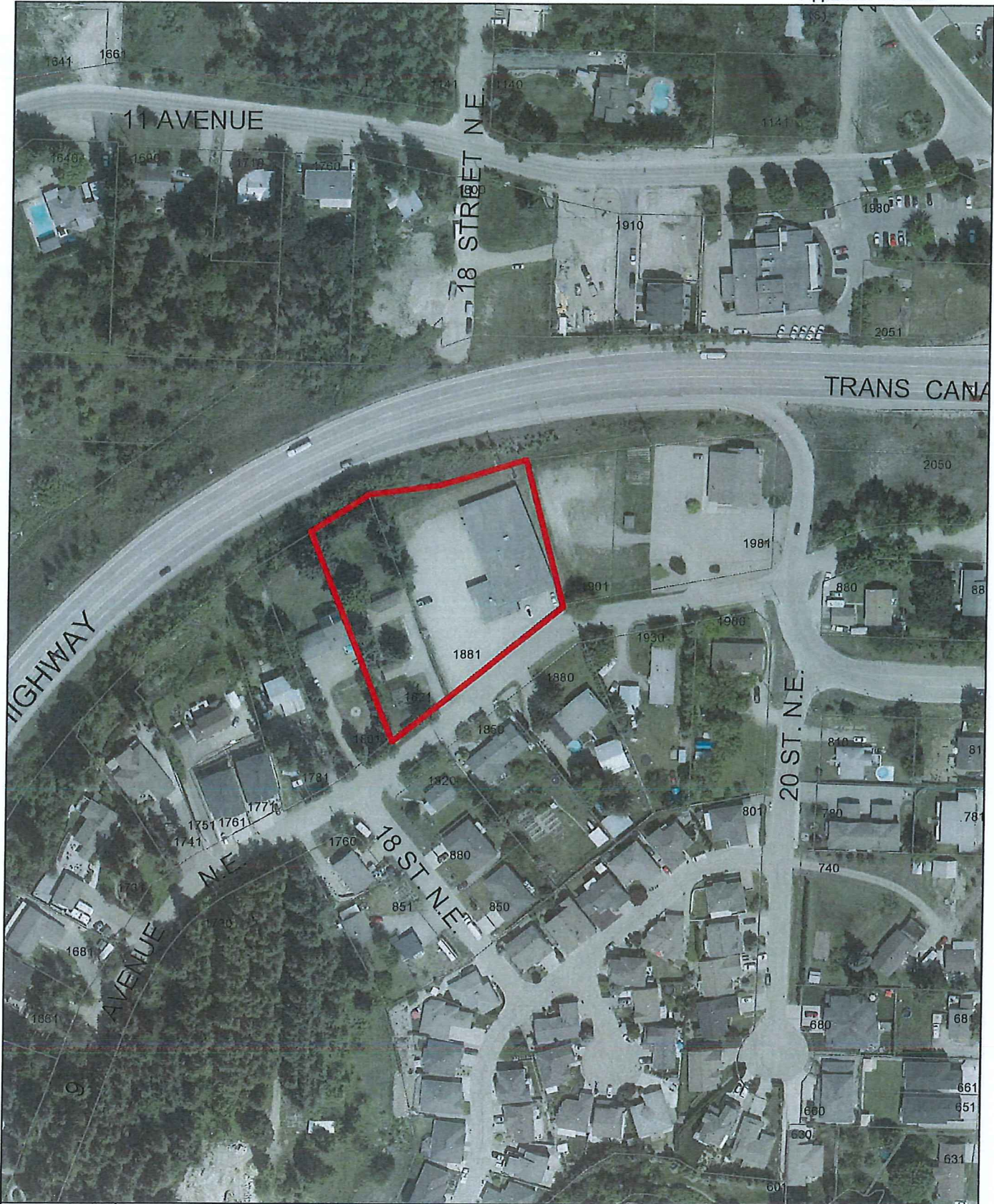
Prepared by: Chris Larson, MCIP, RPP
Senior Planner



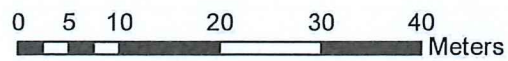
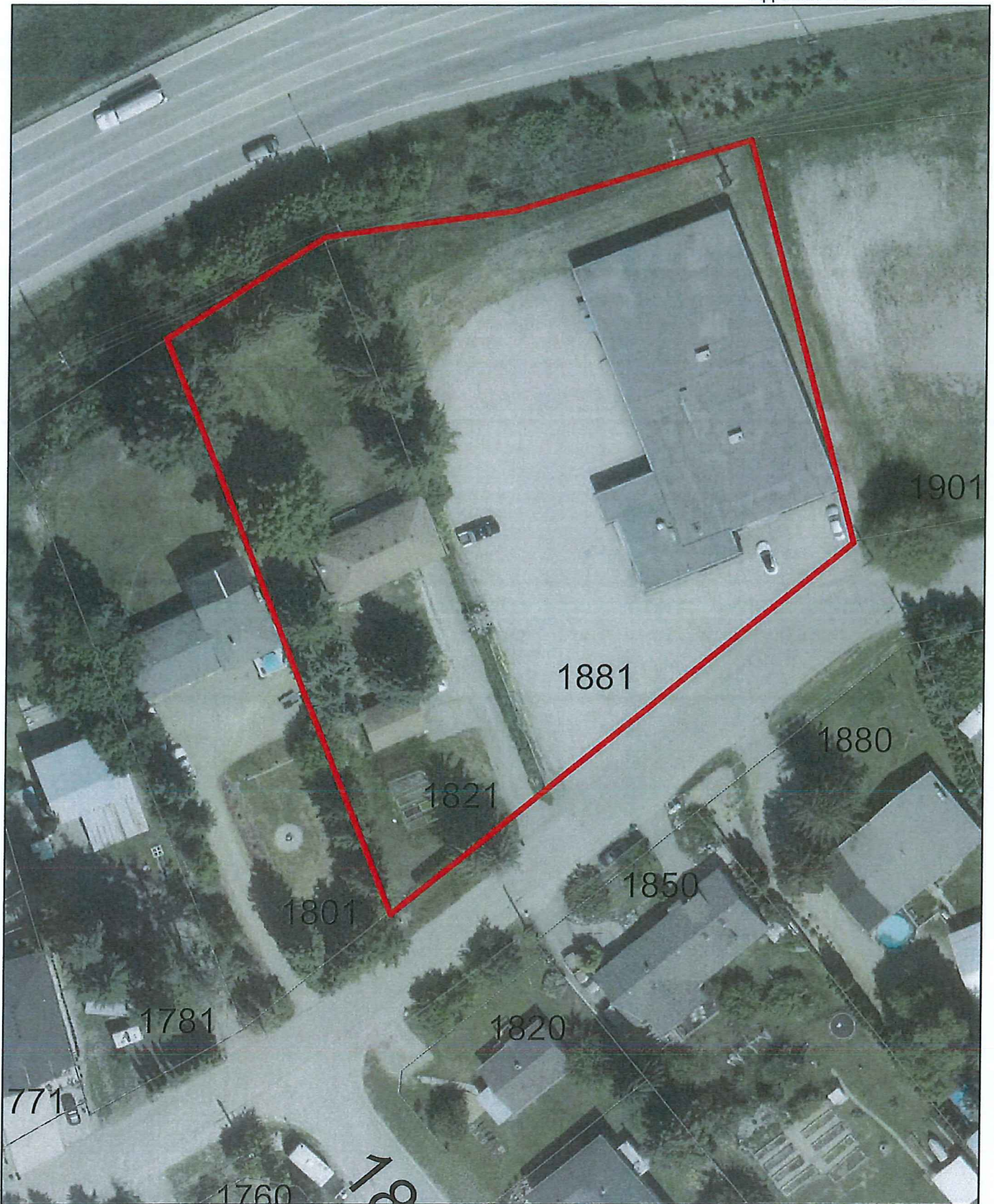
Reviewed by: Gary Burton, MCIP, RPP
Director of Planning & Community Services




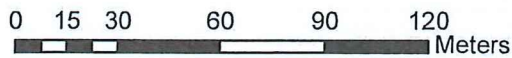
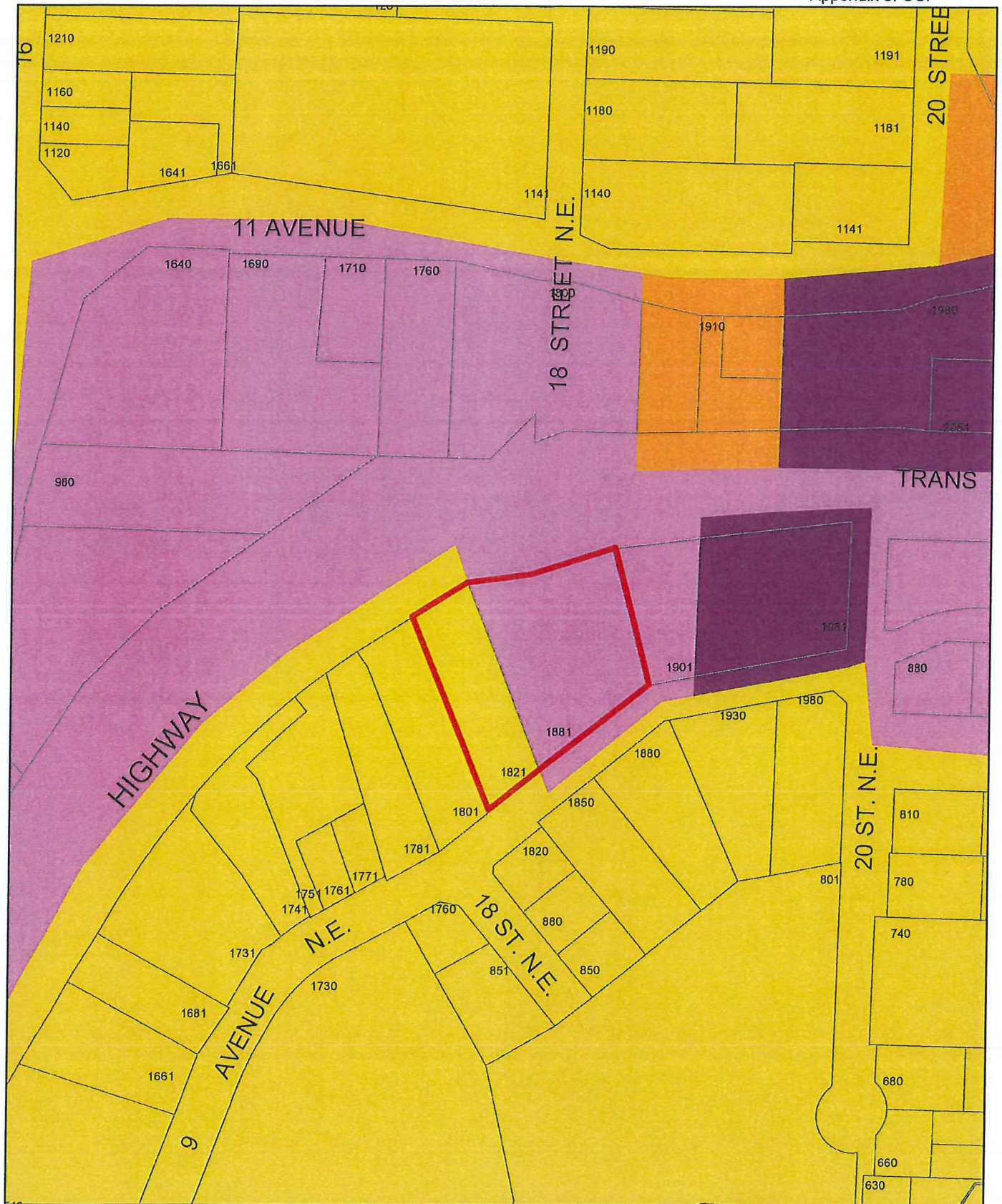
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Manager of Planning & Building








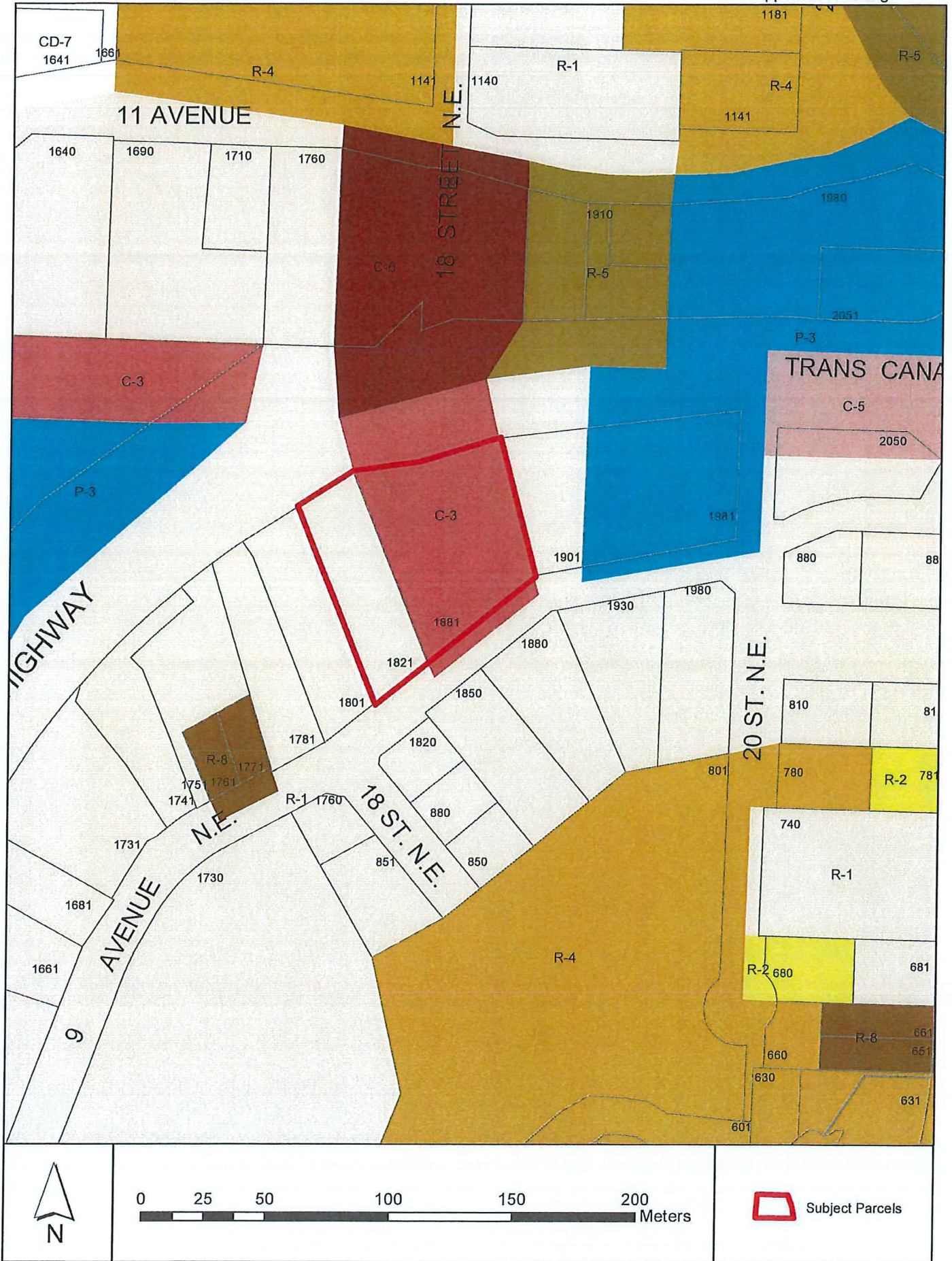
 Subject Parcels



 Subject Parcels

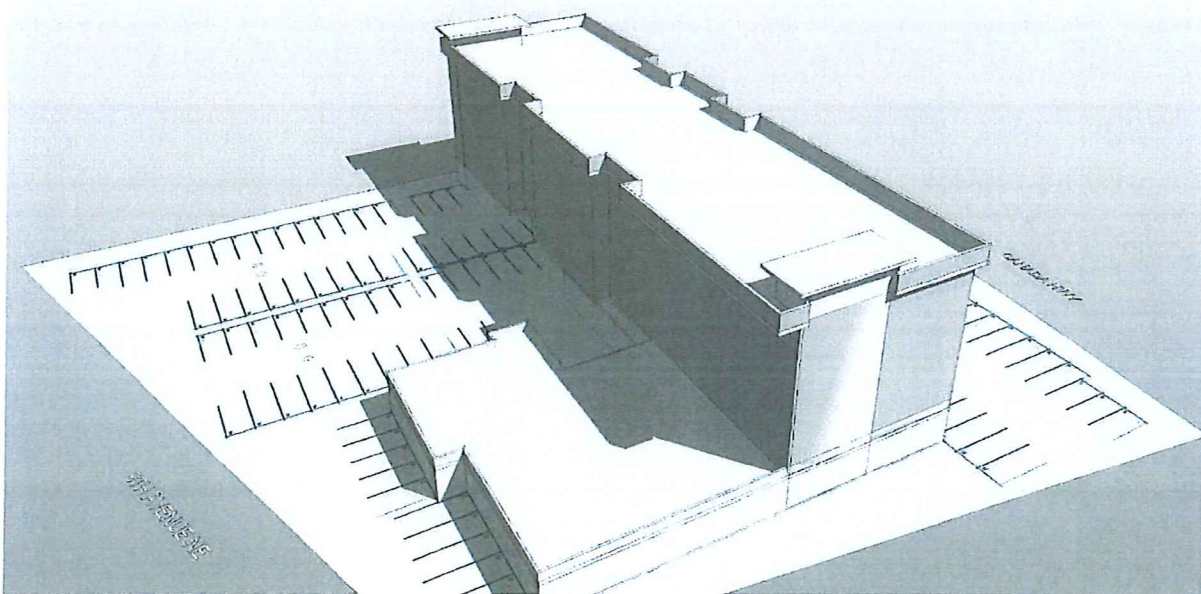


-  Subject Parcels
-  Commercial HWST
-  Residential High Density
-  Residential Medium Density
-  Institutional



**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



TABLE OF CONTENTS

- 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:

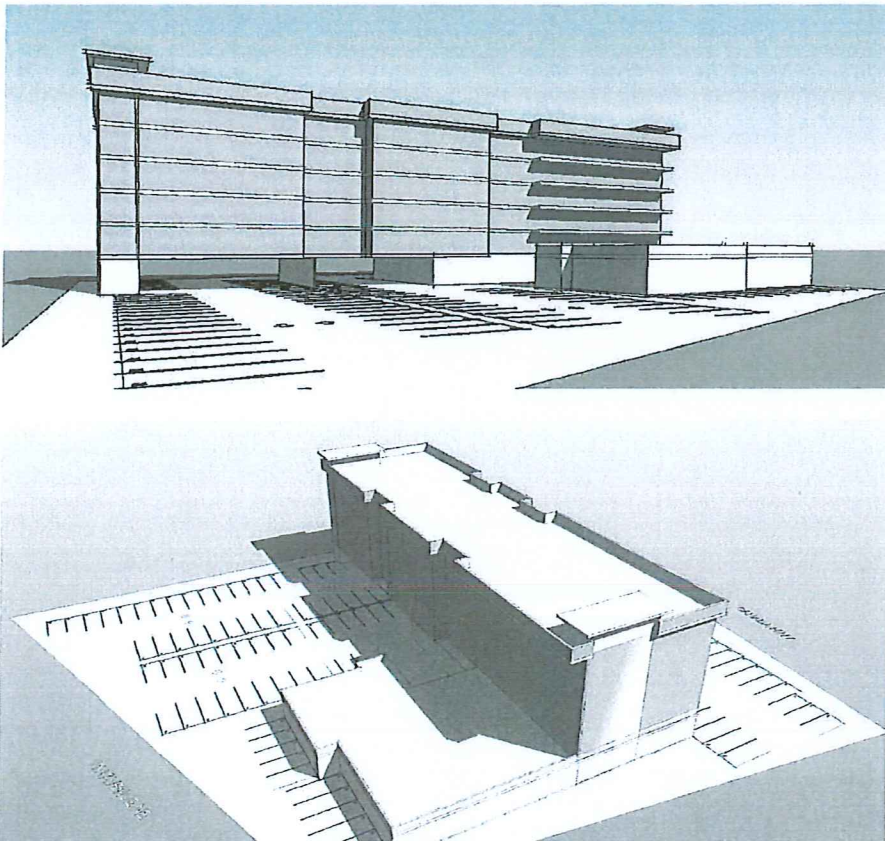
- The site will be more developable.
- The developer feels that an apartment project can be inspirational for other future developments nearby that benefit the neighbourhood.
- The proposed area of the units benefits the residents of the building. And satisfy the community's need for larger units with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

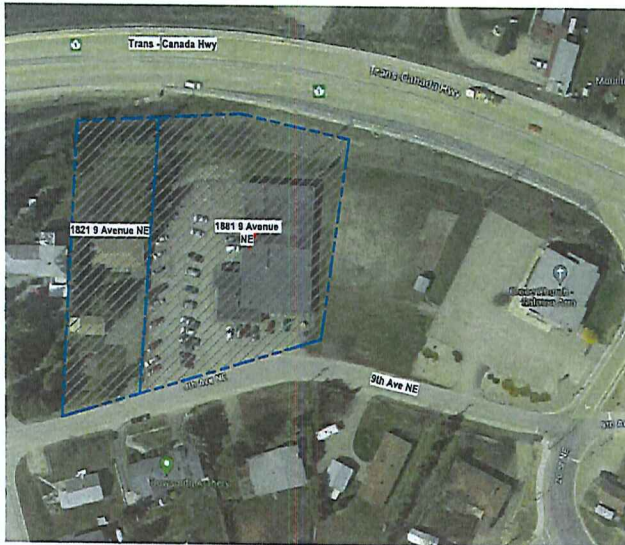
5.0 SUMMARY

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:

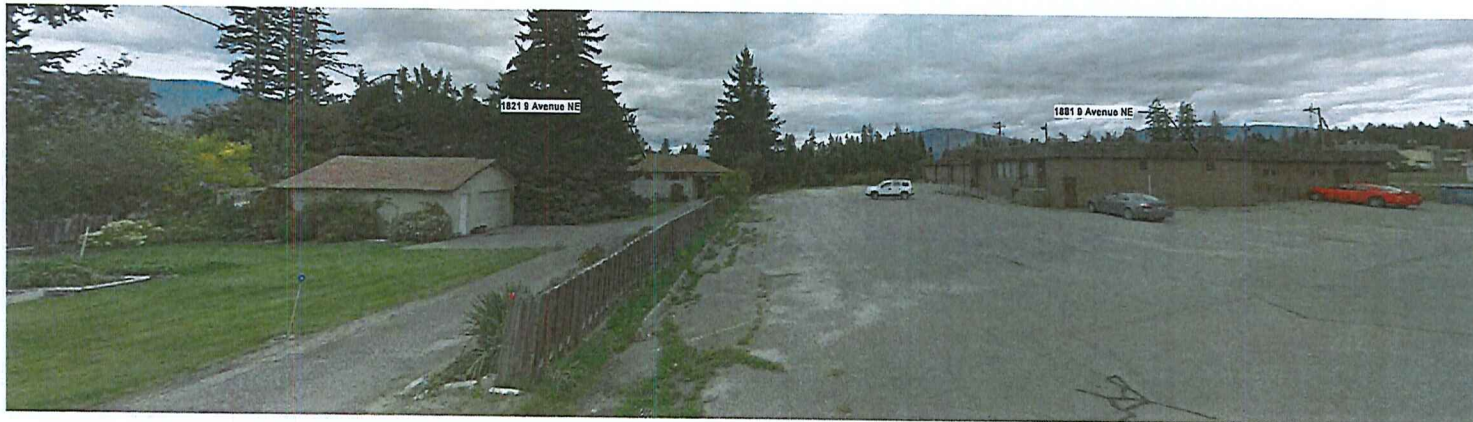




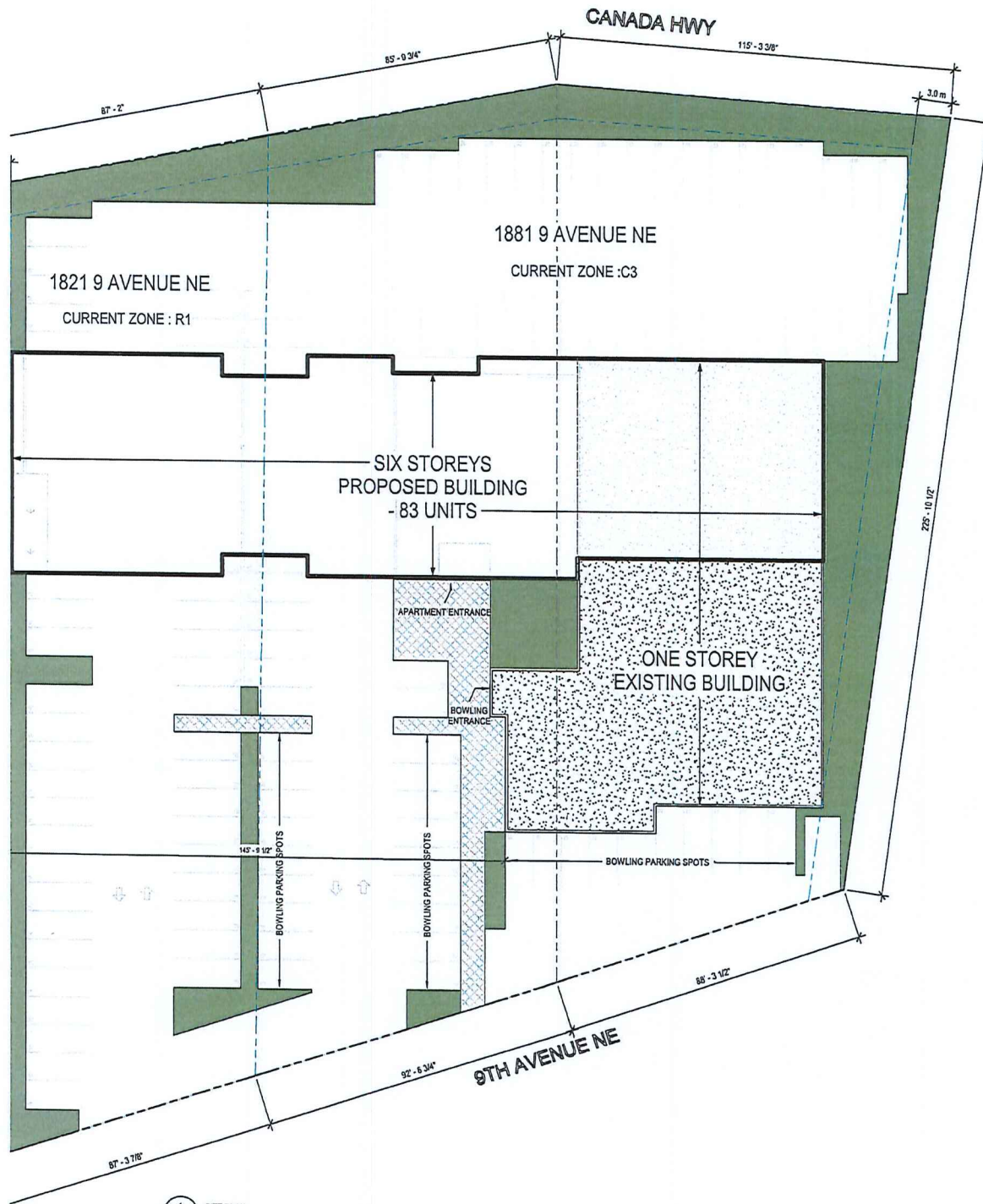
FROM TOP VIEW



VIEW FROM SOUTH



VIEW FROM 9TH AVENUE NE



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

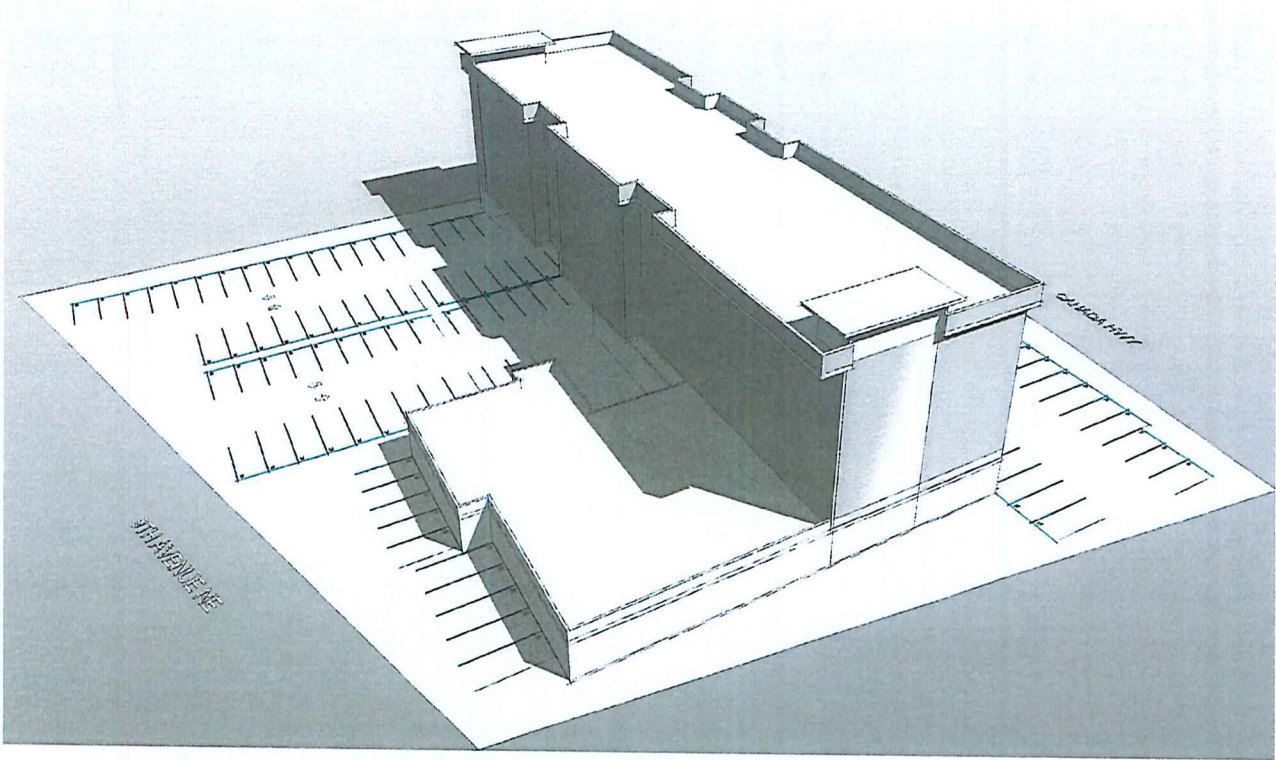
OCC LOAD FOR BOWLING BUILDING:

- 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

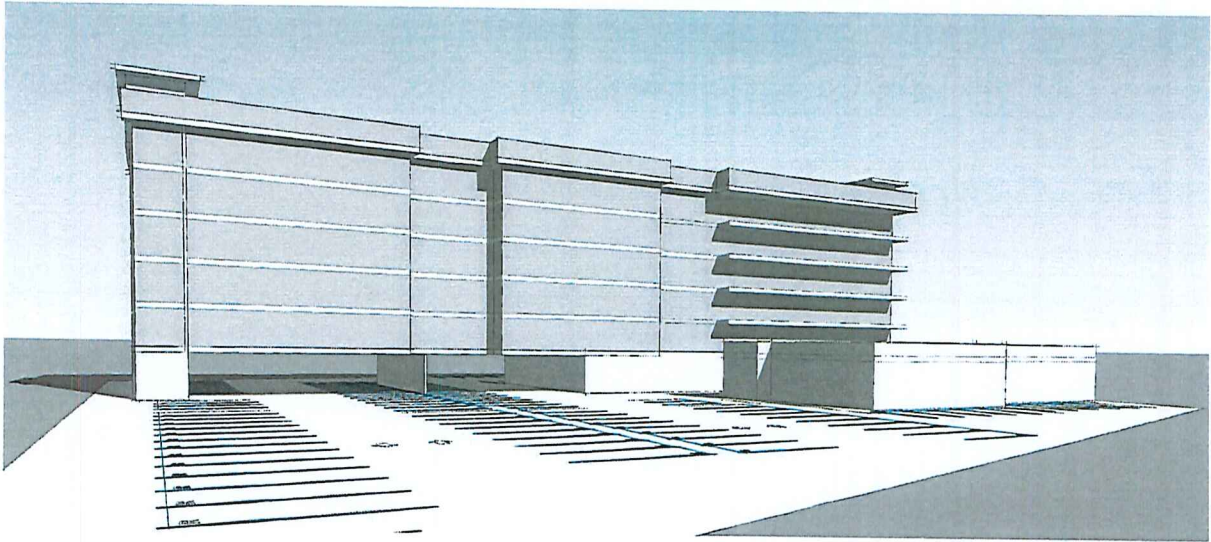
Note: This is the rough idea for the parking calculation of the existing building.

1 SITE PLAN
A1.01
1/16" = 1'-0"





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

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,

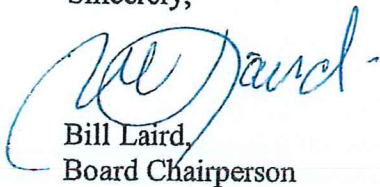
Re: OCP Amendment Application No OCP 4000-56

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, appearing to read "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

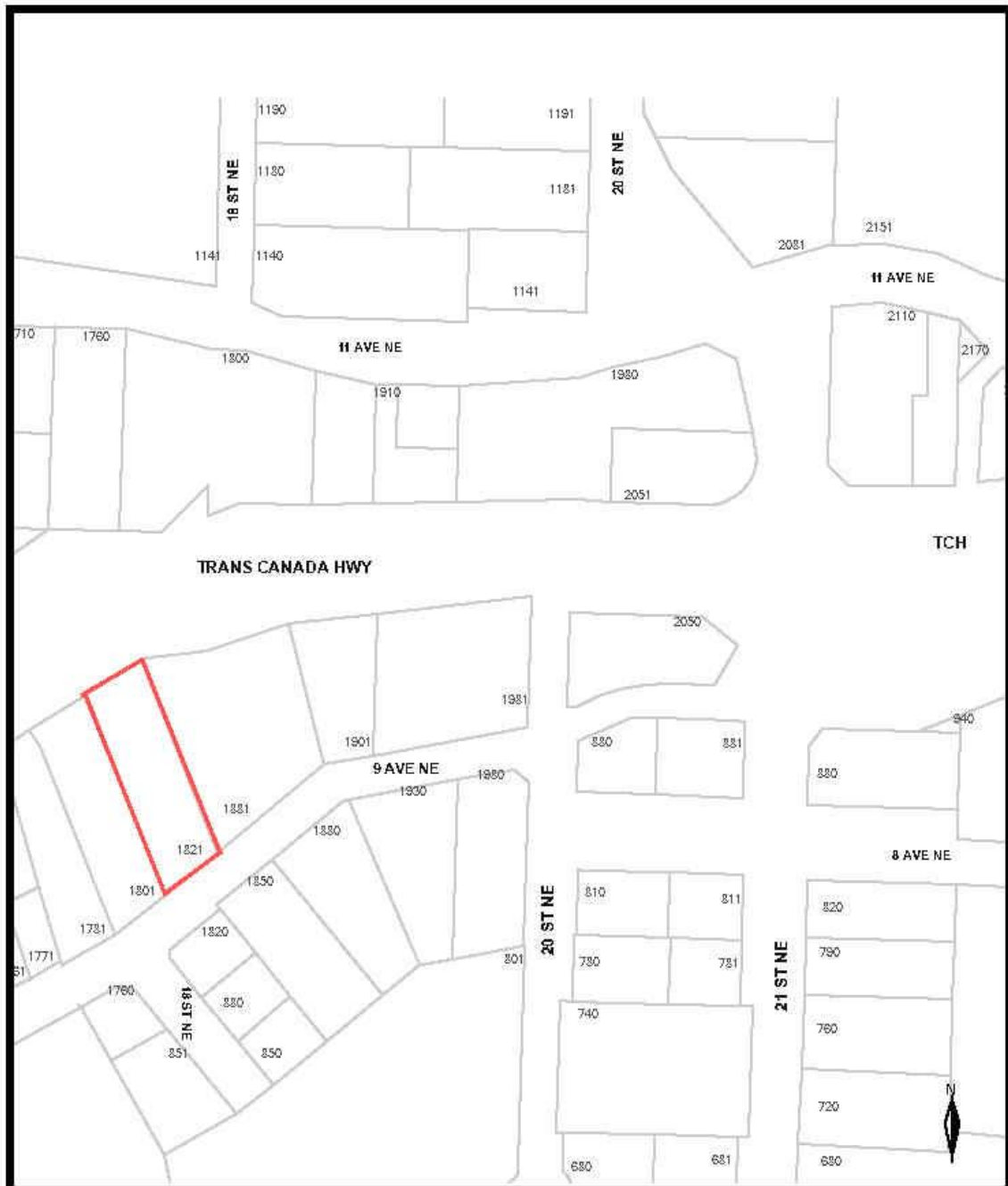
READ A SECOND TIME THIS 12 DAY OF FEBRUARY 2024

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.

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. 4625**”

READ A FIRST TIME THIS 22 DAY OF JANUARY 2024

READ A SECOND TIME THIS 12 DAY OF FEBRUARY 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

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 12 DAY OF FEBRUARY 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"

