

**City of Salmon Arm
Regular Council Meeting**

Monday, March 11, 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)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; 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 26, 2024 6 - 16
 Motion for Consideration
 THAT: the Regular Council Meeting Minutes of February 26, 2024 be adopted as circulated.
- 7. COMMITTEE REPORTS**
 - 7.1 Development and Planning Services Committee Meeting Minutes of March 4, 2024 17 - 19
 - 7.2 Downtown Parking Commission Meeting Minutes of February 27, 2024 20 - 23
 - 7.3 Environmental Advisory Committee Meeting Minutes of March 5, 2024 24 - 27
- 8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
- 9. STAFF REPORTS**
 - 9.1 Operations Manager, Shuswap Recreation Society - Shaw Centre Name Change 28 - 28
 - 9.2 Manager of Planning & Building - Agricultural Advisory Committee Member Appointment 29 - 30

Motion for Consideration

THAT: Council appoint two (2) members to the City of Salmon Arm Agricultural Advisory Committee for a term ending September, 2026.

- 9.3 City Engineer – GPS Unit Replacement 31 - 32

Motion for Consideration

THAT: The 2024 Budget contained within the 2024 – 2028 Financial Plan Bylaw be amended to reflect funding for the purchase of a replacement GPS unit in the amount of \$45,000, to be funded from the GPS Reserve;

AND THAT: Council approve the purchase of a replacement GPS unit to Spatial Technologies in the amount of \$40,066.00 plus GST and PST;

AND FURTHER THAT: The City’s Purchasing Policy No. 7.13 be waived in the procurement of the new GS 18 GPS Unit to authorize sole sourcing of same to Spatial Technologies (2017) Inc.

- 9.4 City Engineer – Storm Main Replacement – Canoe Beach Drive (East of 51 St NE) 33 - 35

Motion for Consideration

THAT: The 2024 Budget contained in the 2024-2028 Financial Plan Bylaw be amended to reflect funding for Storm Main Replacement – Canoe Beach Drive (east of 51 St NE) project in the amount of \$80,000 to be funded from the Drainage Reserve.

- 9.5 Director of Engineering & Public Works - 10 Avenue SE & 30 Street/20 Avenue SE Watermain Upgrade Budget Amendment and Construction Tender Award 36 - 39

Motion for Consideration

THAT: Council approve the award of the 10 Avenue SE and 30 Street/20 Avenue SE Watermain upgrade projects to D Webb Contracting Ltd., in accordance with the terms and conditions of the tender in the amount of \$946,540.00 plus taxes as applicable;

AND THAT: the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$40,000.00 additional funding to the 10 Avenue SE (30-33 Street SE) Watermain upgrade project, funded from 97B Watermain Upgrade.

- 9.6 City Engineer - 16 Street & 11 Avenue NE Multi-Use Path - Design & Engineering Services - RFP Award 40 - 41

Motion for Consideration

THAT: Council approve the award of the 16 Street & 11 Avenue NE Multi-Use-Path design and engineering services project to Lawson Engineering Ltd., in accordance with the terms and conditions of the proposal in the amount of \$56,510.00 plus taxes as applicable.

- 9.7 City Engineer – Rural Sewer Connection 3740 20 Street NE 42 - 44

Motion for Consideration

THAT: Council authorize the extension of a sanitary service into the Rural area for the property located at 3740 20 Street NE subject to payment of an equivalent Development Cost Charge for Sanitary of \$2,890.04 by the owner.

10. INTRODUCTION OF BYLAWS

- 10.1 Curbside Collection Amendment Bylaw No. 4629 45 - 48

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4629 be read a first, second and third time.

10.2 Fee for Service Amendment Bylaw No. 4635 49 - 66

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4635 be read a first, second and third time.

10.3 Ticket Information Utilization Amendment Bylaw No. 4628 67 - 73

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4628 be read a first, second and third time.

10.4 Zoning Amendment Bylaw No. 4545 (ZON-1248) 74 - 94

1890 10 Avenue SW
Owner: DARB Holdings (1981) Ltd.
Agent: A. Brown
R-1 and C-3 to C-3

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4545 be read a first and second time;

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

1. the installation of appropriate screening and buffers as per the Agricultural Land Commission (ALC) guidelines for non-residential development adjacent to the ALR; and
2. Ministry of Transportation and Infrastructure approval.

11. RECONSIDERATION OF BYLAWS

11.1 Records Management Bylaw No. 4634 95 - 97

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Records Management Bylaw No. 4634 be read a final time.

11.2 Freedom of Information Bylaw No. 4541 98 - 99

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Freedom of Information Bylaw No. 4541 be read a final time.

11.3 Official Community Plan Amendment Bylaw No. 4624 100 - 102

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 final time.

11.4 Zoning Amendment Bylaw No. 4625 103 - 106
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 final time.

- 11.5 Zoning Amendment Bylaw No. 4626 107 - 110
1821 and 1881 9 Avenue NE
Owners: 1026082 BC Ltd./Lakeside Bowling Ltd.
Agent: IBA Architecture Inc.
R-1 and C-3 to CD-21

Motion for Consideration

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

12. CORRESPONDENCE

- 12.1 Informational Correspondence
- 12.1.1 Calendar of Events 111 - 111
 - 12.1.2 Building Department - Statistics (February 2024) and Permits (Yearly) 112 - 113
 - 12.1.3 K. Raynor, Shuswap Naturalist Club - Email dated March 5, 2024 - Request to Host a MOTUS Receiving Station 114 - 122
 - 12.1.4 C. Miller - Email dated February 21, 2024 - Over Crowding 123 - 123
 - 12.1.5 M. Nelson - Email dated March 3, 2024 - Proposed 10 Avenue SE Multi-Use Pathway 124 - 124
 - 12.1.6 K. Flynn, Board Chair, CSRD - Letter dated February 29, 2024 - Call to Immediate Action to Prevent Invasive Mussels in BC 125 - 126
 - 12.1.7 D. Gonella, Salmon Arm Folk Music Society - Letter dated February 23, 2024 - Invitation to the 2nd Annual Pellsqeps Spring Winds Festival 127 - 128
 - 12.1.8 BC Association of Farmers' Markets - Letter dated February 22, 2024 Update on Coupon Program in Salmon Arm 129 - 129
 - 12.1.9 Petition for Salmon Arm City Council - Peace in Gaza 130 - 131

13. NEW BUSINESS

14. PRESENTATIONS

- 14.1 Presentation 4:00-4:15 (approximately) 132 - 140
Caitlin Thompson, Project Coordinator, Salmon Arm Economic Development Society
Bus Shelter Wrapping Project

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

There are no Hearings, Statutory Public Hearings or Reconsideration of Bylaws scheduled for the evening portion of the agenda.

21. ADJOURNMENT

REGULAR COUNCIL

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

February 26, 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 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
Deputy Corporate Officer R. West

Other Staff Present: City Engineer J. Wilson; 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 Wallace Richmond

Seconded by: Councillor Lindgren

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.

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 Wallace Richmond
Seconded by: Councillor Flynn

THAT: the Agenda be adopted as presented with the addition of Late Item 23.3 - Letter from Aspen Grove Strata Council - Zoning Amendment Application No. ZON-1275.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

6.1 Regular Council Meeting Minutes of February 12, 2024

Moved by: Councillor Gonella
Seconded by: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of February 12, 2024 be adopted as circulated.

Carried Unanimously

7. COMMITTEE REPORTS

7.1 Development and Planning Services Committee Meeting Minutes of February 20, 2024

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

For information.

8.1 CSRD Budget Round 2

Councillor Wallace Richmond declared a conflict with respect to the discussion regarding Shuswap Tourism as her company has business relations with Shuswap Tourism and left the meeting at 2:42 p.m.

Moved by: Councillor Cannon
Seconded by: Councillor Lindgren

THAT: Council directs Councillor Lavery, Councillor Cannon and the CAO to research options regarding the City's future participation in Shuswap Tourism and report back by June 10, 2024.

Carried Unanimously

9. STAFF REPORTS

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

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

Moved by: Councillor Lavery
Seconded by: Councillor Flynn

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.

Carried Unanimously

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

10 Avenue SE (Lane) at 11 Avenue SE
(Referred from February 12, 2024 Regular Council Meeting)

The motion from the February 12, 2024 Regular Council Meeting was considered.

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.

Opposed (4): Councillor Flynn, Councillor Wallace Richmond, Councillor Cannon, and Councillor Gonella

Defeated

9.3 Director of Planning & Community Services - Collaborative Public Safety Program

Ministry of Public Safety & Solicitor General
Situation Table Grant Application

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Lindgren

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.

Carried Unanimously

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

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

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.

Carried Unanimously

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

Moved by: Councillor Wallace Richmond
Seconded by: Councillor Lavery

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).

Carried Unanimously

- 9.6 Director of Engineering & Public Works - Multistage Water Restrictions Update
For information.

14. PRESENTATIONS

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

Sarah Zuidhof, Project Coordinator
Annual Report - Building Safer Communities

The meeting recessed at 4:02 p.m. and reconvened at 4:14 p.m. Sarah Zuidhof, Project Coordinator, Tanya Harrington, District Vice-Principal of Student Wellness, and Jackie Mai, Grade 11 student at Salmon Arm Secondary School, provided an overview of the annual report for Building Safer Communities and were available to answer questions from Council.

9. STAFF REPORTS

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

For information.

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

Moved by: Councillor Lindgren
Seconded by: Councillor Flynn

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.

Carried Unanimously

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

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Gonella

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.

Carried Unanimously

10. INTRODUCTION OF BYLAWS

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

70 and 210 11 Street SE, 1270 Okanagan Avenue SE

Owner: 604895 BC Ltd.

Applicant: Franklin Engineering

R-1 and R-4 to R-5

Moved by: Councillor Flynn

Seconded by: Councillor Cannon

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.

Carried Unanimously

10.2 Records Management Bylaw No. 4634

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

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

Carried Unanimously

10.3 Freedom of Information Bylaw No. 4541

Moved by: Councillor Lavery

Seconded by: Councillor Lindgren

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

Carried Unanimously

11. RECONSIDERATION OF BYLAWS

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

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Cannon

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

Carried Unanimously

12. CORRESPONDENCE

12.1 Informational Correspondence

12.1.2 K. Leinweber, Director, Salty Dog Enduro - Email dated February 19, 2024 - Request for Two Food Trucks - 2024 Salty Dog Enduro

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

THAT: Council authorize the Shuswap Cycling Club to include two food trucks in South Canoe for the duration of the Salty Dog Enduro on Sunday, May 12, 2024 from 8:00 a.m. to 5:00 p.m., subject to the provision of adequate liability insurance.

Carried Unanimously

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

Moved by: Councillor Flynn

Seconded by: Councillor Gonella

THAT: Council authorize the Mayor to write a letter to the Federal and Provincial Governments to provide more funding for watercraft inspection to prevent the spread of invasive mussels.

Carried Unanimously

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Cannon

THAT: Council direct Staff to prepare a resolution, urging the Federal and Provincial Governments to provide more funding for watercraft inspections to prevent the spread of invasive mussels, for submission at the 2024 SILGA Convention.

Carried Unanimously

13. NEW BUSINESS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

20.1 7:00 P.M. SPECIAL PRESENTATION: Heritage Conservation Award Presentation

Councillor Gonella, Deb Chapman and Mary Landers of the Community Heritage Committee presented the Heritage Conservation Awards to:

- Lois McLeod - MacLeod House on Edgemont Farms
- Salmar Community Association - Salmar Classic Theatre
- William and Arlene Olson - Presbyterian Manse

The recipients were thanked for their commitment to heritage in the City.

21. DISCLOSURE OF INTEREST

22. HEARINGS

22.1 Development Variance Permit Application No. VP-595

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

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

J. Wilkins, the applicant, provided an overview of the project and was available to answer questions from Council.

Submissions were called for at this time.

- The applicant provided two letters from neighbours that indicated their support for the variance permit application.

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

Moved by: Councillor Gonella
Seconded by: Councillor Wallace Richmond

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

23. STATUTORY PUBLIC HEARINGS

23.1 Official Community Plan Amendment Application No. OCP4000-56

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

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

R. Bestoon, IBA Architecture Inc., the agent, provided an overview of the project and was available to answer questions from Council.

Submissions were called for at this time.

- J. Stacer expressed concerns about the increased density, the height of the building and increased traffic congestion;
- N. Kenny expressed concerns regarding the fit within the existing neighbourhood, the increased density, increased traffic congestion and the development will impede their view;

- L. Norrie expressed concerns regarding the parking congestion that currently occurs at the bowling alley and with the development it would increase further. Other concerns were the height of the building and the increased density. He also expressed concerns about future development in the area that will potentially increase the density even further;
- K. Smith expressed concerns regarding the height of the building and the impact on their view, the increase traffic and that the road expansion will eliminate trees on their property;
- R. Stacer expressed concerns regarding maintaining the look and feel of the neighbourhood, the lack of infrastructure including sidewalks, storm sewer, parking capacity and the traffic congestion on 9 Avenue which creates difficulty with snow removal;
- W. Bristol expressed concerns that the proposed CD-21 zone is not a fit for the area, parking will not be adequate on the proposed development and an increase in traffic at 9 Avenue and 20 Street intersection is a safety issue;
- D. Larsen reiterated the concerns expressed in the letter submitted by the Aspen Grove Strata Council. The increase in density and the scale of the project are concerning as well as pedestrian safety and suggested that traffic calming measures be considered;
- A. Norrie expressed concerns with the safety of the neighborhood currently and with an increase in density should an emergency occur it is more concerning;
- K. Smith, as a fire smart representative for the neighborhood, had concerns with the dead end road for evacuation purposes and this would be a greater safety issue with the the proposed development;
- R. Stacer expressed concerns with fire safety as the neighborhood only has 1 exit and there is no cul de sac at the end of the road to turn around. This is a greater safety issue with the proposed development.

Following three calls for submissions and questions from Council, the Hearing closed at 8:01 p.m.

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

The Planning Official explained the proposed Zoning Amendment Application.

R. Bestoon, IBA Architecture Inc., the agent, provided an overview of the project and was available to answer questions from Council.

Submissions were called for at this time.

- N. Kenny inquired about the necessity of a zoning change and whether change from C-6 to CD-21 allowed for an increase in the maximum height of the development;
- W. Bristol asked for clarification of the change in uses for the CD-21 zone;
- J. Chahal, the applicant, explained that adding additional units will assist in the rental housing market;
- J. Stacer expressed concerns that the area is predominantly residential zoning and should remain a residential zone.

The Planning Official explained that the change from C-6 to CD-21 did not increase the maximum height, it was only a change to the uses allowed in the zone.

Following three calls for submissions and questions from Council, the Hearing closed at 8:13 p.m.

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

The Planning Official explained the proposed Zoning Amendment Application.

R. Bestoon, IBA Architecture Inc., the agent, provided an overview of the project and was available to answer questions from Council.

Submissions were called for at this time.

- Letter from Aspen Grove Strata Council expressing safety concerns about increased traffic;
- J. Chahal, the applicant, indicated that a reduction of the number of units may be considered if a feasibility study does not support the proposed number of units. They may also consider underground parking.

Following three calls for submissions and questions from Council, the Hearing closed at 8:24 p.m.

24. RECONSIDERATION OF BYLAWS

24.1 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 Cannon

Seconded by: Councillor Flynn

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

Opposed (1): Councillor Gonella

Carried

24.2 Zoning Amendment Bylaw No. 4625

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

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Cannon

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

Opposed (1): Councillor Gonella

Carried

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

Moved by: Councillor Flynn

Seconded by: Councillor Cannon

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

Opposed (1): Councillor Gonella

Carried

25. QUESTION AND ANSWER PERIOD

26. ADJOURNMENT

The meeting adjourned at 9:07 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

March 4, 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
Executive Assistant B. Puddifant
Manager of Planning & Building, M. Smyrl
Planner, M. Paiement

1. CALL TO ORDER

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

Councillor Lavery entered the meeting 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 Cannon

Seconded by: Councillor Gonella

THAT: the Agenda be adopted as presented.

Carried Unanimously

4. APPROVAL OF MINUTES

4.1 Development and Planning Services Committee Meeting Minutes of February 20, 2024

Moved by: Councillor Lindgren
Seconded by: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of February 20, 2024 be approved.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. REPORTS

6.1 Zoning Amendment Application No. 1248

1890 10 Avenue SW
Owner: DARB Holdings (1981) Ltd.
Agent: A. Brown
R-1 and C-3 to C-3

D. Wiebe, the tenant of the property, spoke regarding the application. A. Brown, the applicant, was available to answer questions from the Committee.

Moved by: Councillor Lindgren
Seconded by: Councillor Cannon

THAT: the Development and Planning Services Committee recommend to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 10, Township 20, Range 10, W6M, KDYD, Plan 5001, Except Parcel A (DD 143254F and Plan B6688) from R-1 (Single Family Residential Zone) and C-3 (Service Commercial Zone) to C-3 (Service Commercial Zone).

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

1. the installation of appropriate screening and buffers as per the Agricultural Land Commission (ALC) guidelines for non-residential development adjacent to the ALR; and
2. Ministry of Transportation and Infrastructure approval.

Carried Unanimously

6.2 Zoning Amendment Application No. 1280

1280 7 Avenue SE
Owner/Applicant: S. McLeod Custom Homes Ltd.
R-1 to R-8

S. McLeod, the applicant, was available to answer questions from the Committee.

Moved by: Councillor Gonella
Seconded by: Councillor Flynn

THAT: the Development and Planning Services Committee recommend to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 11, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP79114 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Carried Unanimously

7. FOR INFORMATION

7.1 Official Community Plan Review - Community Survey #1

Received for information.

8. IN-CAMERA

9. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 8:29 a.m.

MAYOR, A. HARRISON

CITY OF SALMON ARM

Minutes of the **Downtown Parking Commission** Meeting held in Room 100 at City Hall and by electronic means on **Tuesday, February 27, 2024.**

PRESENT:

Tim Lavery	Councillor, City of Salmon Arm
Bill Laird	Member at Large
Vic Hamilton	Member at Large, Chair
Regan Ready	Member at Large
Gerald Foreman	DSA Representative
Claire Askew	DSA Representative
Morgen Matheson	DSA Representative
Rob Niewenhuizen	Resource Personnel, Director of Engineering & Public Works
Travis Bartsch	Resource Personnel, City Bylaw Officer

ABSENT:

Cathy Ingebrigston	Member at Large
Jacquie Gaudreau	DSA Representative
Jenn Wilson	Resource Personnel, Civil Engineer

GUEST:

The meeting was called to order at 08:04 a.m. by Chair, Vic Hamilton.

1. INTRODUCTIONS AND WELCOME

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. PRESENTATIONS:

No presentations.

4. **APPROVAL / CHANGES / ADDITIONS TO AGENDA**

Moved: Reagan Ready

Seconded: Gerald Foreman

THAT: the Downtown Parking Commission Meeting Agenda of February 27, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

5. **APPROVAL OF MINUTES FROM JANUARY 16, 2024**

Moved: Reagan Ready

Seconded: Gerald Foreman

THAT: the Downtown Parking Commission Meeting Minutes of January 16, 2024 be adopted.

CARRIED UNANIMOUSLY

6. **OLD BUSINESS ARISING FROM MINUTES**

a) Downtown Ticket Dispensers

Rob Niewenhuizen provided an update on the parking meters:

- Reviewed locations of current parking meters.
- All parking meters have received an upgrade to accept Debit and Credit cards, in addition to coins.
- Identified the locations of the next three new parking meters:
 1. 2nd Ave NE & 4 St NE (North West corner).
 2. 2nd Ave NE & Alexander St (South East corner).
 3. Okanagan Ave near 1st St SE (North side of Okanagan and East of 1st St).
- The old parking meter on 2 Ave NE, across from City Hall, is non-functional and will be removed.

Group discussion:

- Paid parking on outskirts of the Downtown core may result in Downtown employees utilizing the free timed street and Ross Street plaza parking.
- When parking rates increased to \$1/hour, more enforcement was recommended to monitor compliance. However, priority for enforcement was required to be focused toward the unhoused population challenges.
- The additional summer student dedicated to parking in 2023 made a noticeable positive impact on Downtown parking.

- All Downtown parking is being abused;
 - free timed street and Ross St Plaza parking,
 - paid time street parking, and
 - paid off street parking.
- DSA have identified parking as their #1 issue and have encouraged businesses to have their employee's park elsewhere than the free timed street parking.
- Until strong parking enforcement is implemented, such as towing violators, discussion on how to improve Downtown parking is a moot point.

7. **NEW BUSINESS**

a) Downtown Salmon Arm Appointment Request

The following individuals have been appointed to the Downtown Parking Commission for a two year term each:

Claire Askew, Broadview Holdings

Gerald Foreman, Shuswap Clothing & Shoes

Morgen Matheson, Shuswap Tourism

Candice Benner, Work BC

b) BC Hydro EV Charge Hub and Hudson Avenue Public Parking area

Rob Niewenhuizen provided an update:

- Project has been postponed until spring of 2024.
- Level 2 EV charging stations (slower charging rate) may also be an option to install beside the Level 1 EV charging stations (faster charging rate).

Group discussion:

- Private companies should not be permitted to utilize public property to conduct their business.
- Question was asked. Will the City will receive a portion of the money generated from the EV charging stations?
 - Rob Niewenhuizen replied:
 - No, the City will not.
 - BC Hydro will invest all the money to install these charging stations.
 - Charging station customers will be required to purchase a City parking time ticket while they use the charging station.

Downtown Parking Commission Meeting of February 27, 2024

- Hudson Avenue Parking Lot is a good choice for EV charging stations, as it experiences less use and would have less of a parking impact for people.
- Ross Street Plaza currently has EV charging stations as well as a few other private business locations in the City.

c) Email from C. Askew – February 20, 2024 – Downtown Parking Plan Final Report

The Master Plan is a large document and should be divided into topics that can be discussed individually for about thirty minutes at future meetings.

- The first topic which shall be added for discussion to the March meeting agenda, will be Parking Enforcement and the effectiveness of towing vehicles.

8. **OTHER BUSINESS - Correspondence (for information)**

No correspondence.

9. **NEXT MEETING - Tuesday, March 19, 2024**

The next meeting of the Downtown Parking Commission will be Tuesday, March 19, 2024. The Chairperson will be Regan Ready.

10. **ADJOURNMENT**

Moved: Morgen Matheson

Seconded: Gerald Foreman

THAT: the Downtown Parking Commission Meeting of February 27, 2024 be adjourned.

CARRIED UNANIMOUSLY

The meeting was adjourned at 08:48 a.m.

Travis Bartsch

Minutes received as information by Council at their Regular Meeting of

, 2024.

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Council Chambers at City Hall and by virtual means on Tuesday, **March 5, 2024** at 2:30 p.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Judith Benson	Salmon Arm Bay Nature Enhancement Society (SABNES)
Sarah Johnson	Citizen at Large
Carmen Fennell	Citizen at Large
Ceran Caner	Alternate Citizen at Large
Jennifer Wilson	City of Salmon Arm, City Engineer
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Christina Thomas	Adams Lake Indian Band
Ken Whitehead	Neskonlith Indian Band
Luke Gubbles	Citizen at Large
Pauline Waelti	Canoe Forest Products
Travis Elwood	Shuswap Environment Action Society (SEAS)
Hermann Bruns	School District No. 83
	Agricultural Industry

GUESTS:

1. Call to Order

The meeting was called to order at 2:36 p.m.

2. Introductions and Welcome

3. Acknowledgement of Traditional Territory

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

4. Approval/changes/additions to Agenda

Addition of Item 8 c) – RDNO’s referendum on mosquito control program in Area F

Moved: Julia Beatty

Seconded: Carmen Fennell

THAT: the Environmental Advisory Committee Meeting Agenda of March 5, 2024 be approved with addition.

CARRIED UNANIMOUSLY

5. Approval of Minutes from February 6, 2024

Moved: Ceran Caner

Seconded: Carmen Fennell

THAT: the Minutes of the Environmental Advisory Committee Meeting of February 6, 2024 be approved.

CARRIED UNANIMOUSLY

6. Presentations

7. Old Business/Arising from Minutes

a) Education Plan for 2024 - working group update

The working group consisting of Julia Beatty, Janet Pattinson, Judith Benson, Travis Elwood and Luke Gubbels has had a meeting and Judith Benson presented notes and ideas regarding a possible education campaign for anti-idling, tree protection and water conservation. The group will schedule an additional meeting and present ideas and materials to the Committee for discussion at the next Committee meeting. Councillor Lindgren will present this material to staff for input. Mayor Harrison, Councillor Lindgren and Gary Buxton will be participating in a video for the public regarding the Tree Protection Bylaw.

b) 2024 Budget - questions

c) Tree Protection Bylaw Information session - update

Councillor Lindgren outlined the results of the public information session held at City Hall regarding the proposed Tree Protection Bylaw.

8. New Business

a) Disaster Risk Reduction - Climate Action grant opportunity - Funding categories:

1. Risk Mapping, Risk Assessments and Mitigation Planning
2. Non-Structural Activities: land use planning, community education and purchase of eligible equipment
3. Small-scale Structural projects

Jenn Wilson discussed the grant opportunities with the Committee.

8. New Business - continued

Moved: Janet Pattinson

Seconded: Ceran Caner

THAT: the City pursue an application for Disaster Risk Reduction - Climate Adaptation Grant for:

1. Risk Mapping, Risk Assessments and Mitigation Planning
2. Non-Structural Activities: land use planning, community education and purchase of eligible equipment

CARRIED UNANIMOUSLY

The Committee discussed having youth involved for feedback on the RFP process for the Climate Action Plan. Councillor Lindgren will contact the high school to determine if this can be arranged.

Jenn Wilson discussed the Risk Assessment Plan that is in progress.

b) Sprinkling Restrictions - update

Jenn Wilson outlined the revisions to the restrictions for 2024 based on information compiled from 2023 restrictions. The adjustments to the restrictions facilitate changes to watering of food producing plants and trees as well as commercial businesses.

c) RDNO's referendum on mosquito control program in Area F

Julia Beatty discussed the results of the Referendum in the North Okanagan Regional District regarding a mosquito control program.

9. Other Business & / or Roundtable Updates

10. Next Meeting - April 2, 2024

11. Adjournment

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

The Meeting was adjourned at 3:54 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2024.



TO: His Worship, Mayor Harrison and members of Council
PREPARED BY: David Knight, Operation Manager - Shuswap Recreation Society
DATE: February 21, 2024
SUBJECT: **Shaw Centre Name Change**

For information

In September of 2018, the Shuswap Recreation Society, City of Salmon Arm, and Shaw Cablesystems extended the agreement for the naming rights of the Salmon Arm Arena – Shaw Centre, until August 31st, 2035. The total of the agreement will see a contribution of \$787,486 from Shaw to the Society and City in exchange for recognition throughout the facility, specifically in facility signage.

On March 15, 2021, Rogers Communications Inc. (“Rogers”) announced an agreement with Shaw Communications Inc. (“Shaw”) to acquire all of the issued and outstanding common shares of Shaw through a court-approved plan of arrangement (the “Arrangement”).

On April 3, 2023, Rogers announced completion of the Arrangement.

In accordance with the existing agreement and through the exchange of ownership, Rogers has requested for a change of name to reflect the new ownership. The purposed name is “Rogers Rink”. This name falls within their approved naming conventions and does not conflict with other facilities that Rogers is involved with for naming rights. Through the discussions that have happened between the Society and Rogers – Rogers Rink is the name that is supported by both organizations.

Respectfully submitted,

David Knight
Operations Manager
Shuswap Recreation Society



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Planning & Building - Agricultural Advisory Committee Member Appointment

Date: March 11, 2024

Motion for Consideration:

THAT: Council appoint two (2) members to the City of Salmon Arm Agricultural Advisory Committee for a term ending September 2026.

Background:

The City advertised for new members for the Agricultural Advisory Committee (AAC) from February 14, 2024 to February 21, 2024. The City received two applications for the AAC – one from Mike Schroeder and a second from Scott Syme.

As an advisory committee, the Terms of Reference (TOR) for the committee outlines that the AAC will review applications for development within the ALR and on lands zoned for agricultural uses, provide input on submissions related to agriculture, review initiatives related to the agricultural economy, increase public awareness, education and support for the role that agriculture plays in regional food security, promote agri-business and agri-tourism opportunities and review and comment on any other matters referred to them by Council.

In the TOR the AAC is to be comprised of eight (8) members of the agricultural community and one (1) member of Council. Currently there are five (5) members appointed to the AAC.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
	Community Charter/LGA	x	Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

N/A

Alternatives & Implications: (alternatives written in motion form)

N/A

Communication:

Prepared by: Manager of Planning and Building
Reviewed by: Director of Planning and Community Services
Approved by: Chief Administrative Officer

Attachments:

- N/A



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: City Engineer – GPS Unit Replacement

Date: March 11, 2024

Motion for Consideration:

THAT: The 2024 Budget contained within the 2024 – 2028 Financial Plan Bylaw be amended to reflect funding for the purchase of a replacement GPS unit in the amount of \$45,000, to be funded from the GPS Reserve;

AND THAT: Council approve the purchase of a replacement GPS unit to Spatial Technologies in the amount of \$40,066.00 plus GST and PST;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the new GS 18 GPS Unit to authorize sole sourcing of same to Spatial Technologies (2017) Inc.

Background:

The City originally purchased a GPS unit in 2010 for the purpose of capturing spatial and elevation data on assets and areas undergoing development. The GPS unit works in conjunction with a base station located on the roof of City hall. The base station communicates the GPS unit's locations to provided consistent spatial data for all connected GPS units; local engineering firms regularly use the City's base station to calibrate their surveys. The unit has been used regularly over the fourteen year lifespan of the asset. Unfortunately, the GPS unit no longer is supported and the technology has become redundant while the base station is in excellent condition having been replaced in 2023.

Due to the proprietary nature of the base station software, only Leica GPS units will 'talk' to the base station. The City approached the provider of Leica GPS units to provide a quote for the replacement of the GPS unit. The quote provided was \$40,066.00 plus taxes as applicable which included a \$4,000.00 credit for trading in the old unit. Staff have reviewed the quote and are confident the pricing is reasonable.

Legislative authority / plans / reports:

The GPS unit is an essential support tool for the City's Service Delivery Management objectives of knowledge and information management as outlined in the City's Service Delivery Management Policy No. 1.13.

Financial Considerations:

The City has been putting money aside into a General Reserve – GPS for the eventual replacement of the GPS unit. The reserve currently has sufficient funds to cover the purchase of the replacement GPS unit as proposed.

Alternatives & Implications:

If the City does not replace the unit, the data collection and minor surveys will need to be contracted out which will cost the City substantially more over the anticipated lifespan of the asset and will result in a lowered service level due to increased timelines for contractor response.

Communication:

Prepared by: City Engineer
Reviewed by: Director of Engineering and Public Works
Approved by: Chief Administrative Officer

Attachments: None



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: City Engineer – Storm Main Replacement – Canoe Beach Drive (east of 51 St NE)

Date: March 11, 2024

Motion for Consideration:

THAT: The 2024 Budget contained in the 2024-2028 Financial Plan Bylaw be amended to reflect funding for Storm Main Replacement – Canoe Beach Drive (east of 51 St NE) project in the amount of \$80,000 to be funded from the Drainage Reserve

Background:

The Canoe Beach Drive Sanitary Replacement project was funded in the 2024 budget and included replacing and upsizing the portion of sanitary main between 51 and 53 Street NE. The project was awarded to Mounce Construction Ltd. through public tender, who commenced construction last week. During initial site investigations, it was determined that the existing storm main was not in the location noted in the record drawings and would require relocation in order to complete the sanitary replacement project as designed. The consultant reviewed alternative design options to determine the most cost effective solution which included shifting the alignment of the sanitary replacement, however, upon inspection of the storm main it was noted that a portion of the main had collapsed and needed immediate repair work.

Since the storm main requires immediate repair, relocation of the storm main to allow the proper sanitary upgrade to occur is the best long-term value solution.

As the repair and relocation work for the storm main was not anticipated and is funded from General Revenue (sanitary project is funded from the utility), a new project is required to be created and funded in order to complete the work.

Legislative authority / plans / reports:

While the project is not supported by any asset management or master planning, it is necessary in order to provide adequate storm water drainage service levels and to prevent further damage to City assets.

Financial Considerations:

The work is estimated to cost between \$60,000 and \$80,000 depending on the final design of the repair/relocation. Staff recommend \$80,000 of funding be allocated from the Drainage Reserve which has adequate budget to fund the work.

The work will be awarded by a Change Order to the existing contract; most portions of the work can be covered under existing contract unit pricing acquired through competitive bid.

Alternatives & Implications:

Since the Canoe Beach Drive Sanitary Replacement project is currently under contract (anticipated early Spring 2024 completion), if the storm main improvement is not completed the sanitary improvement project will not proceed this year and there is significant risk to City infrastructure from the collapsed storm main (specifically the road and any mains within the prism of failure may be subject to settlement or collapse).

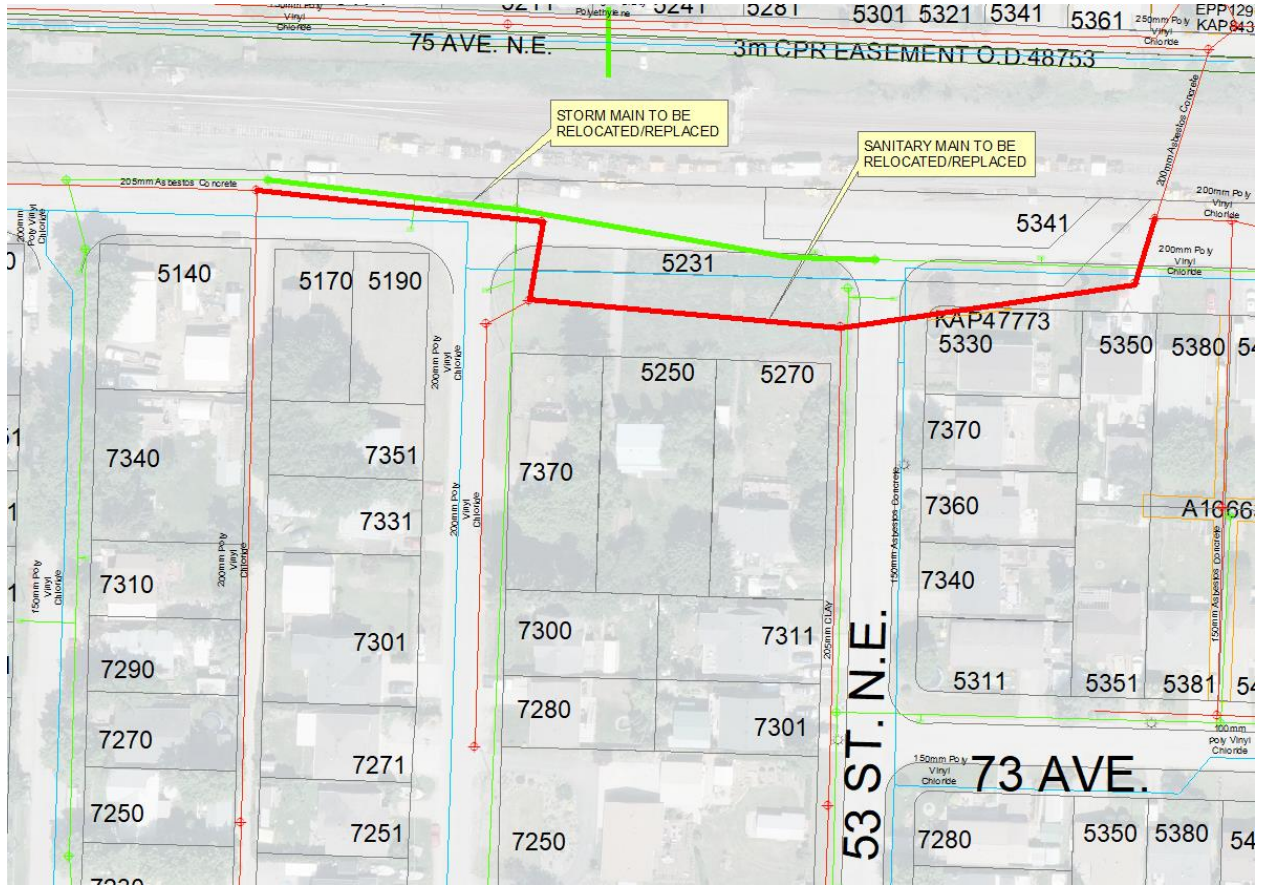
Communication:

Prepared by: City Engineer
Reviewed by: Director of Engineering and Public Works
Approved by: Chief Administrative Officer

Attachments:

- Appendix A: Project Location

APPENDIX A: SITE LOCATION



TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 DATE: March 11, 2024
 SUBJECT: **10 AVENUE SE & 30 STREET/20 AVENUE SE WATERMAIN UPGRADE –
 BUDGET AMENDMENT AND CONSTRUCTION TENDER AWARD**

STAFF RECOMMENDATION

THAT: Council approve the award of the 10 Avenue SE and 30 Street/20 Avenue SE Watermain upgrade projects to D Webb Contracting Ltd., in accordance with the terms and conditions of the tender in the amount of \$946,540.00 plus taxes as applicable.

AND THAT: The 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$40,000.00 additional funding to the 10 Avenue SE (30-33 St SE) Watermain upgrade project, funded from 97B Watermain Upgrade.

BACKGROUND

In 2023, the City issued a tender for construction of the 10 Avenue SE watermain upgrade. Tender amounts exceeded the project budget at the time, therefore no award was made. In the Fall of 2023, the City awarded engineering design, tender and construction services to Lawson Engineering Ltd. for an additional watermain upgrade at the intersection of 30 Street & 20 Avenue SE. The two projects, 10 Avenue SE Watermain and 30 Street & 20 Avenue SE Watermain, were combined to increase the project scope to potentially get better pricing through economies of scale (see Appendix A&B for locations).

An invitation to tender was publically issued on January 11, 2024 and closed on February 22, 2024, at which time the City received six (6) submissions, with results as follows:

Company	Tender Amount (excluding applicable taxes)
D Webb Contracting Ltd.	\$ 946,540.00
General Assembly Excavating Ltd.	\$ 967,972.45
Utilex Contracting Ltd.	\$ 1,018,159.49
Double T Dirtworx	\$ 1,163,477.50
Tybo contracting Ltd.	\$ 1,345,000.00
Hanna Infrastructure Ltd.	\$ 1,561,590.00
<i>Lawson Engineering Estimate</i>	<i>\$ 926,571.70</i>

D Webb Contracting Ltd. total tender submission pricing of \$946,540.00 is broken down between the two projects as follows:

- 10 Ave SE (30-33 St) Watermain Upgrade \$556,330.00
- 30 Street & 20 Avenue SE Watermain Upgrade \$390,210.00

Lawson Engineering Ltd., have reviewed the tender submissions, confirmed that D Webb Contracting Ltd. were the lowest bid, and therefore recommend award pending available budget.

The construction schedule for the project is be substantially complete by June 15, 2024.

STAFF COMMENTS

Funding for the project from two projects were included in the financial plan

- 10 Ave SE (30-33 St SE) Upgrade \$525,000
- 30 St SE (20 Ave SE) Watermain Upgrade \$405,000
- Total funds available = \$930,000

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

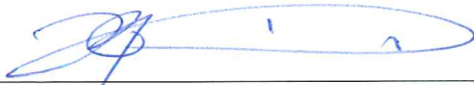
Including engineering fees (approx. \$23,500) with the lowest bid, the total projected cost of \$970,000.00 is over the total available funding (\$40,000.00 shortfall).

Staff have identified a source for the additional funds required to permit the project to proceed, and propose funding from the 97B Watermain Upgrade (2024 Budget \$900,000) which is a water project that was planned for 2024; however, construction is now anticipated to be postponed until next year, upon completion of BChydro transmission works in the work area.

Staff recommend that Council approve the award of the 10 Avenue SE & 30 Street/20 Avenue SE Watermain upgrade projects to D Webb Contracting Ltd. in accordance with the terms and conditions of the tender in the amount of \$946,540.00 plus taxes as applicable.

Staff recommend that the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$40,000.00 of additional funding to the 10 Avenue SE (30-33 St SE) Watermain upgrade project funded from 97B Watermain Upgrade.

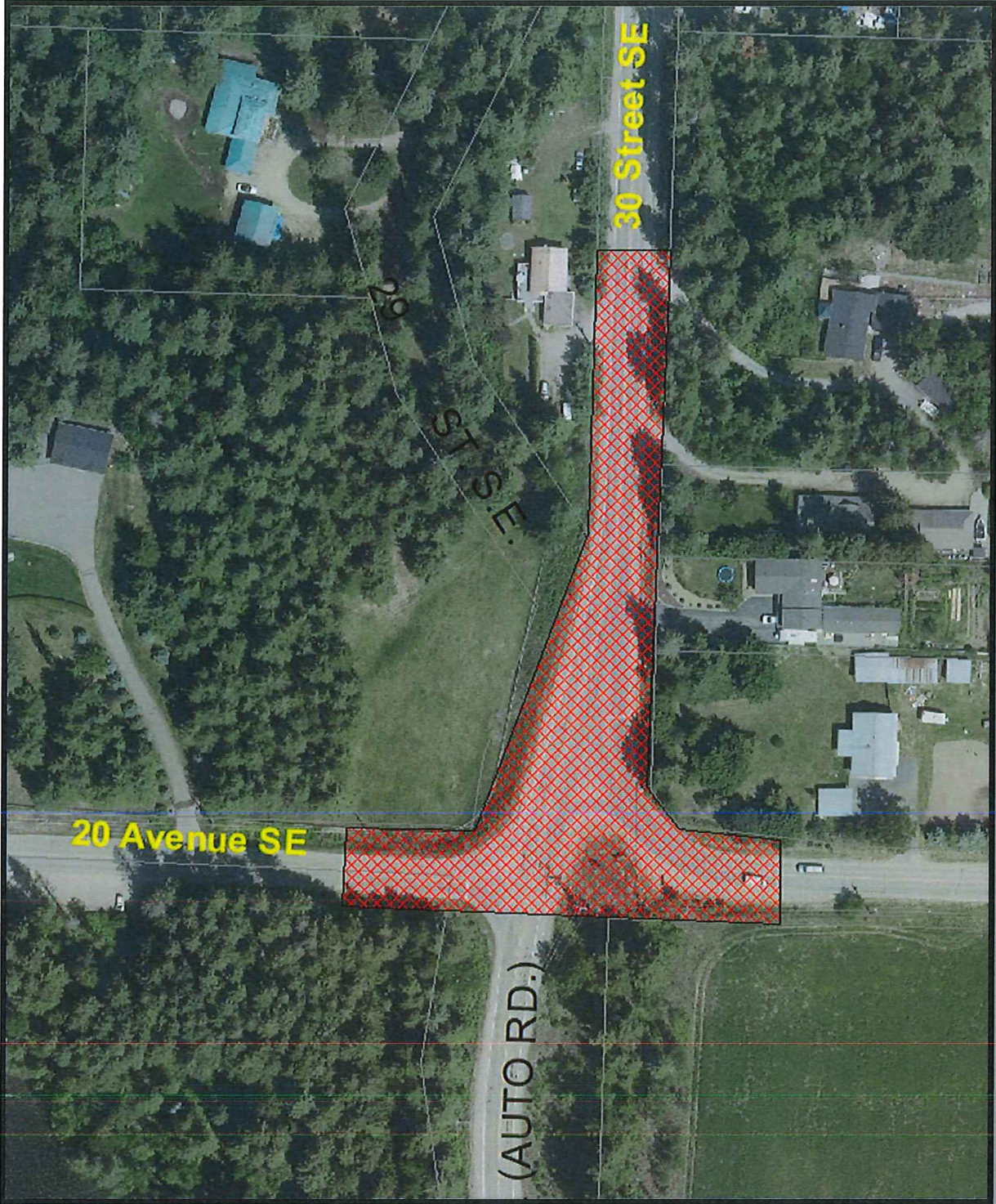
Respectfully submitted,



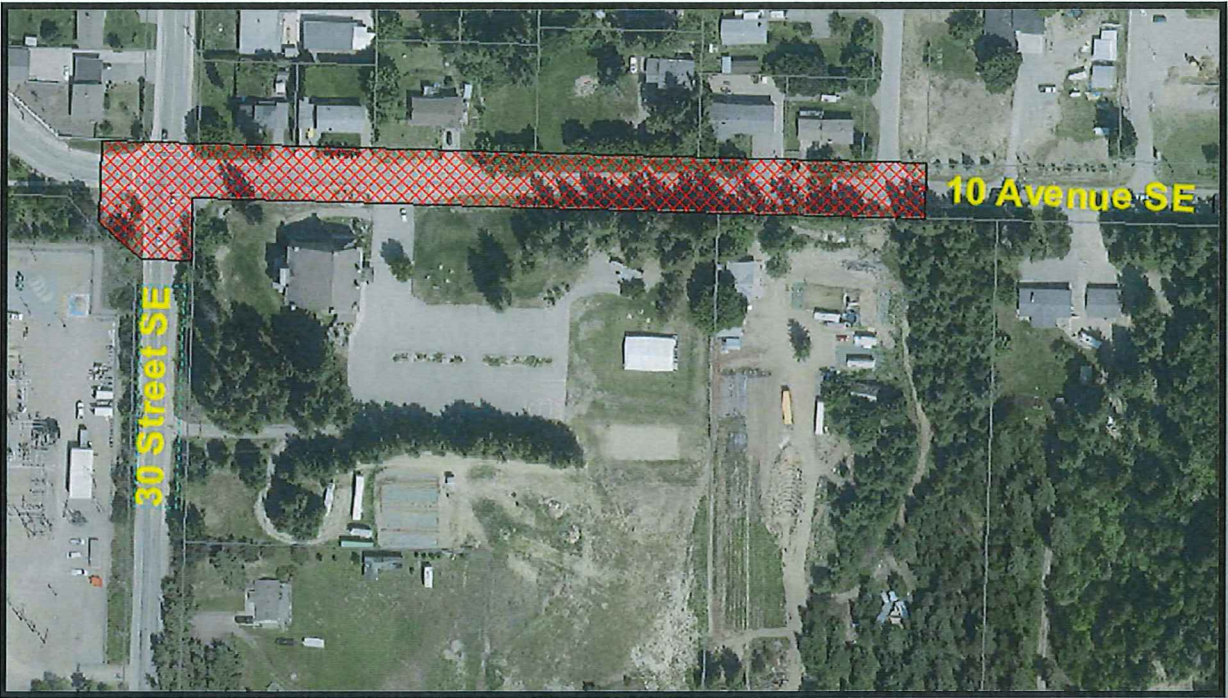
Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

X:\Operations Dept\Engineering Services\5220-CAPITAL\2023\2023-44 30 ST SE Watermain Upgrade (20 AVE SE, north 150m)\7.0 Finance\HWM - 2023-44 10 Ave SE Watermain Upgrade - Construction Award.docx

Appendix A – 30 Street SE Watermain



Appendix B – 10 Avenue SE Watermain



TO: His Worship Mayor Harrison and Members of Council
 FROM: City Engineer
 DATE: March 11, 2024
 SUBJECT: **16 STREET & 11 AVENUE NE MULTI-USE-PATH – DESIGN & ENGINEERING SERVICES - RFP AWARD**

STAFF RECOMMENDATION

THAT: Council approve the award of the 16 Street & 11 Avenue NE Multi-Use-Path design & engineering services project to Lawson Engineering Ltd., in accordance with the terms and conditions of the proposal in the amount of \$56,510.00 plus taxes as applicable.

BACKGROUND

The City of Salmon Arm intends to undertake detailed design and construction of the curb & gutter and sidewalk infrastructure on 16 Street and 11 Avenue NE, from 6 Avenue to 20 Street, incorporating a new Multi-Use-Path. The City reached out to qualified and experienced civil engineering firms seeking proposals to prepare detailed design drawings, prepare construction tender documents, provide project management services, and submit record documents.

The City received three (3) responses for the design and engineering services needed for the project. The proposals received were ranked using our evaluation matrix, in accordance with the criteria listed in the RFP. The following is a summary:

Company	Quote (w/o GST)	Evaluation
Lawson Engineering Ltd	\$56,510.00	1
Onsite Engineering Ltd	\$53,640.00	2
McElhanney Ltd	\$57,958.00	3

The highest ranked proposal, taking into account project methodology, team and costs, was the Lawson Engineering Ltd. proposal of \$56,510.00. The proposal is within the budget allocated in the 2024 Approved Budget.

STAFF COMMENTS

The City's Purchasing Policy No. 7.13 requires council approval where purchases are not awarded to the lowest price and highest evaluated proposal. Staff are recommending awarding to the highest evaluated proposal based on the proposal rankings, which was not the lowest price, however, price was considered in the evaluation of the overall best value.

We are recommending award to Lawson Engineering Ltd. for \$56,510.00 plus taxes as applicable, in accordance with their submitted proposal.

Respectfully submitted,

Jennifer Wilson, P.Eng.
City Engineer

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REQUEST FOR DECISION

To: Mayor & Members of Council

Title: City Engineer – Rural Sewer Connection 3740 20 Street NE

Date: March 11, 2024

Motion for Consideration:

THAT: Council authorize the extension of a sanitary service into the Rural area for the property located at 3740 20 Street NE subject to payment of an equivalent Development Cost Charge for Sanitary of \$2,890.04 by the owner.

Background:

When “The Rock Bluff” was subdivided and developed in 2018, this subdivision was within the Urban Containment Boundary (UCB) and connected to City sanitary sewer; however the remainder parcel (3740 20 Street NE) is located outside of the UCB and remained on septic. The owner of 3740 20 Street NE is now requesting permission to connect to the City sanitary sewer system located to the west of the subject parcel (refer to attachment).

As the service complies with the Official Community Plan, there are no known capacity concerns in the area and minimizing private onsite disposal systems is good engineering practice, staff recommend that Council approve the service connection, subject to payment of an equivalent Development Cost Charge for sanitary of \$2,890.04.

Legislative authority / plans / reports:

Provision 13.3.22 of the Official Community Plan, as quoted below, provides for properties outside of the Urban Containment Boundary to connect where extension of the sewer is not required.

“13.3.22 Do not support the extension of the sanitary sewer system outside the UCB. Private sanitary sewer connections outside the UCB may be considered where main extensions are not required, subject to Council approval.”

Development Cost Charges (DCC) are required through Bylaw No. 3600 for all applicable development within the municipality. The intent of the DCC’s are for development to fund necessary system upgrades due to increased demand on the system such as sewer and treatment plant upgrades. The subject property is located outside of the urban area and as such outside of the DCC Sanitary boundary. Since the DCC Bylaw does not apply, the past practice has been to request payment of an equivalent amount as a condition of connection to the City Sanitary System with such payment required prior to the issuance of a plumbing permit.

Financial Considerations:

Adding users to the sanitary system without the requirement of extending the main provides more funding for the utility through frontage tax and user fees. It is fiscally responsible to maximize the number of users on the existing infrastructure, assuming the infrastructure has adequate capacity.

Alternatives & Implications:

Should the motion for consideration not be approved, the property owner will be required to use an alternative sanitary system subject to Interior Health Authority approval.

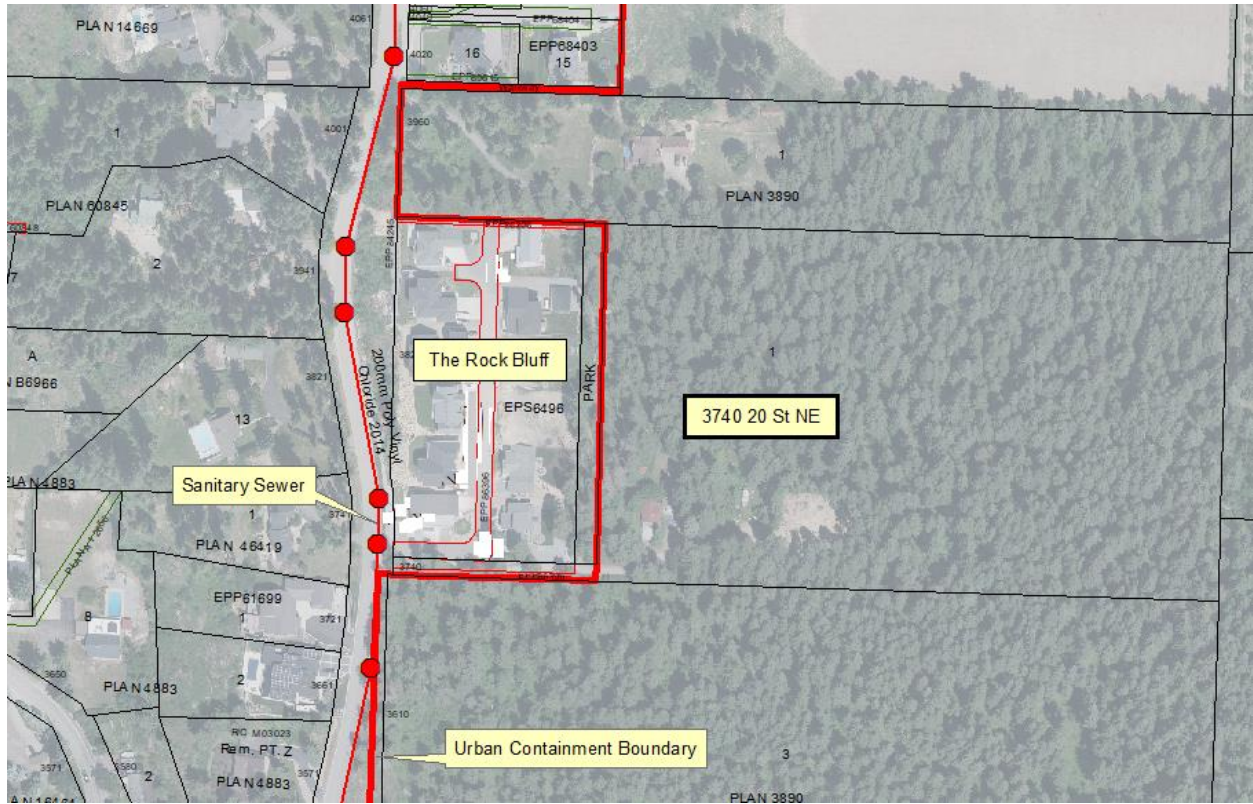
Communication:

Prepared by: City Engineer
Reviewed by: Director of Engineering and Public Works
Approved by: Chief Administrative Officer

Attachments:

- Appendix A – Property Location

Appendix A: Site Location Plan



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: Amendments to Bylaw 4281 - Curbside Collection

Recommendation:

THAT: Bylaw No. 4629 cited as the “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4629”, be read a first, second and third time.

BACKGROUND

Bylaw 4281 – Curbside Collection, was adopted by Council on June 10, 2019. The following amendments are required to address the appropriate storage of containers and bags to reduce wildlife attractants in the city and to clarify billing and payments for the service.

Reducing Wildlife Attractants

Based on data from WildSafeBC, there has been an increase in the number of black bear reports in the City in the last two years, with 2022 seeing a 68% increase over the previous six-year average and 2023 being only slightly lower. This has coincided in an increasing number of reports from residents about black bears damaging their curbside collection food waste bins. In 2023, the City enlisted the services of a WildSafeBC Community Coordinator to assist with educating residents on how to reduce wildlife attractants on their properties with a key objective of properly managing curbside collection materials.

The primary mechanism for reducing wildlife attractants related to curbside collection is that the bylaw requires residents to put their containers and bags out for collection on the morning of their collection day, not the night before. To further strengthen the bylaw, staff are proposing an amendment to require residents to store their containers and bags in a location or manner on their property that is inaccessible to wildlife, when not out for collection.

This will require an amendment to Section 20 of the bylaw, pertaining to the placement of collection bags and containers. This section also needs to be amended to apply to both owners and occupiers of a parcel, not just the owner of a parcel.

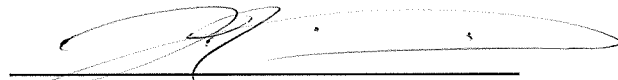
Billing and Payments

Section 22 of the bylaw, under "Billing and Payment of Charges" addresses when the fee for the curbside collection service is to be paid as it pertains to the construction of a new curbside household. As this requirement is already addressed in Bylaw 2498 - Fee for Services Bylaw (Section 9 of Schedule B, Appendix 10), it is preferable to only have these details in the Fee for Services bylaw to avoid any inconsistencies between the two bylaws that may occur by the amendment of one and not the other.

STAFF COMMENTS

In consideration of the above, Staff recommend that Council adopt the City of Salmon Arm Curbside Collection Amendment Bylaw No. 4629.

Respectfully,



Rob Niewenhuizen, AScT
Director of Engineering & Public Works

Cc Sue Wood, Director of Corporate Services

CITY OF SALMON ARM
BYLAW NO. 4629

A bylaw to amend "City of Salmon Arm Curbside Collection Bylaw No. 4281"

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Curbside Collection Bylaw No. 4281 be amended as follows:

1. That Section 20, PLACEMENT OF COLLECTION BAGS AND CONTAINERS, be amended by:

- a) Deleting "Owner of a Parcel" in the first sentence of Section 20

And replacing it with "Owner and Occupier of a Parcel".

- b) Deleting Section 20(h) in its entirety that reads:

"Shall remove all Collection Containers from the street or lane allowance within a period of twelve (12) hours immediately following collection by the City and store such cans in a location other than outside the front of the dwelling."

And replacing Section 20(h) as follows:

"Shall remove all Containers from the street or lane allowance within a period of twelve (12) hours immediately following collection by the City and store such Containers in a location on the Parcel other than outside the front of the dwelling and in a location or manner that ensures they are inaccessible to wildlife."

2. That Section 22, BILLING AND PAYMENT OF CHARGES, be deleted in its entirety that reads:

"Upon application for a Building Permit to construct a Curbside Household, the applicant shall prepay the pro-rated Curbside Collection Service for the remaining portion of the year, calculated from the first (1st) day of the fourth (4th) month following the date of the Building Permit issuance or from the date of Occupancy Permit issuance."

3. 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.

4. 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.

5. EFFECTIVE DATE

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

6. CITATION

This bylaw may be cited as "City of Salmon Arm Curbside Collection Amendment Bylaw No. 4629."

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 – Fee for Service Amendment Bylaw No. 4635

Date: March 11, 2024

Motion for Consideration:

THAT: the Bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4635 be read a first, second and third time.

Background:

Following a review of the Fee for Service bylaw there are a number of housekeeping items required. Removal of various fee schedules that are no longer in use, referenced by other bylaws or legislation or handled in a different format. An explanation of the changes are as follows:

Schedule “A”, Statutory Fee Schedule – deletion

The City does not provide a List of Electors, minutes are provided online, there are no longer requests for copies of the minutes, and there is no subscription rates for minutes and agendas.

Schedule “B”, Appendix 1, Miscellaneous Fee Schedule – Development Services – change

Many of the mapping products are dated and no longer requested or are available online. There are 3 mapping products that will remain as these are requested occasionally.

Schedule “B”, Appendix 3, Miscellaneous Schedule – deletion

There are no longer requests from the public to provide faxing, the Canoe Beach leases no longer exist, Park User Fees are established through the Shuswap Recreation Society, there is no charge for Commissioner of Oath Services, and lease fees are documented within the individual lease agreements.

Schedule “B”, Appendix 3, Miscellaneous Schedule: General File Search – change

This common request from realtors is renamed to a Property File Search with a flat fee. This flat fee will reduce administration time as time tracking and invoicing will no longer be required. These routine searches are separate from a formal records request through *Freedom of Information and Protection of Privacy* legislation.

Schedule “B”, Appendix 7, Freedom of Information

The fees for this service are provided through the *Freedom of Information and Protection of Privacy* legislation.

Schedule “B”, Appendix 10, Solid Waste/Recycling Fee – change

The following amendments are required to:

- clarify the Curbside Collection Fee payment terms for a new curbside household
- clarify the terms for retroactively charging the Curbside Collection Fee
- clarify the payment terms for the Additional Food Waste Collection Fee
- consistently use the term “Curbside Collection Fee” to describe the fee for the service being provided.

Schedule “E” Leisure Services Rates

These rates are established by the Shuswap Recreation Society.

All of the above changes are identified in the attached Amendment Bylaw No. 4635.

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:

The Fee for Service Bylaw will be consolidated for convenience purposes only and posted on the City’s website.

Prepared by: Director of Corporate Services & Director of Engineering & Public Works

Reviewed by: Chief Financial Officer

Approved by: Chief Administrative Officer

Attachments: Fee for Service Amendment Bylaw No. 4635.

CITY OF SALMON ARM

BYLAW NO. 4635

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 "A", Statutory Fee Schedule

1.	List of Electors (Candidates for Elected Office only) (First Copy-n/c)	\$20.00 & GST
2.	Minutes of Council Proceedings As provided under Section 235(2) of the Local Government Act, the fee for copies of Minutes of Council proceedings shall be 25¢ per page. Council Minutes - Subscription Rate Council Meeting Agenda - Subscription Rate Council Meeting Agenda and Development and Planning Services Committee Meeting Agenda - Subscription Rate	\$0.25 per page & GST per quarter: \$25.00 & GST annual: \$100.00 & GST per quarter: \$37.50 & GST annual: \$150.00 & GST per quarter: \$45.00 & GST annual: \$180.00 & GST

Be deleted in its entirety

2. Schedule "B" Appendix 1, Miscellaneous Fee Schedule - Development Services

5.	Maps	SCALE IN METRES	PRICE	PST	GST	TOTAL
	Section Maps - each	1:2500	\$6.00	\$0.45	\$0.42	\$6.87
	Section Maps - set	1:2500	\$210.00	\$15.75	\$14.70	\$240.45
	District Composite Maps (1"=5000')	1:1800	\$12.00	\$0.90	\$0.84	\$13.74
	Downtown Map - showing buildings with addresses	1:100	\$13.00	\$0.98	\$0.91	\$14.89
	Zoning Maps (11" x 17")	1:4000	\$1.00	\$0.08	\$0.07	\$1.15
	OCP Wall Maps	1:18000	\$9.00	\$0.68	\$0.63	\$10.31
	OCP Wall Map - Coloured		\$25.00	\$1.88	\$1.75	\$28.63
	Topographical Maps - each	1:2500	\$6.00	\$0.45	\$0.42	\$6.87
	• with overlay	1:2500	\$7.00	\$0.53	\$0.49	\$8.02

Fee for Service Amendment Bylaw No. 4635

	Large Street Map - Tourist		\$9.00	\$0.68	\$0.63	\$10.31
	Utilities	1:2500	\$7.00	\$0.53	\$0.49	\$8.02
	Reduced Scale - each	1:5000	\$3.00	\$0.23	\$0.21	\$3.44
	• set		\$57.00	\$4.28	\$3.99	\$65.27
	DSA Owned Land	1:18000	\$9.00	\$0.68	\$0.63	\$10.31
	Major Street Plan	1:18000	\$9.00	\$0.68	\$0.63	\$10.31
	Consolidated Development Permit Areas	1:18000	\$9.00	\$0.63	\$0.63	\$10.31
	Flood Plain	1:18000	\$9.00	\$0.68	\$0.63	\$10.31
	Agricultural Land Reserve	1:18000	\$9.00	\$0.68	\$0.63	\$10.31
	Industrial Park	1:2500	N/C			
	Small Tourist Map	1:2500	N/C			
	Dedicated and Private Parks	1:18000	\$20.00	\$1.50	\$1.40	\$22.90
	Map Updating Service (annual fee)		\$42.00	\$3.15	\$2.94	\$48.09
	Subdivision Names Map		\$9.00	\$0.68	\$0.63	\$10.31
	Digital Data (per Mega Byte, not including medium)		\$50.00	\$3.75	\$3.50	\$57.25

Be replaced with:

5.	Maps					
	OCP Wall Maps	1:18000	\$9.00	\$0.68	\$0.63	\$10.31
	Large Street Map - Tourist		\$9.00	\$0.68	\$0.63	\$10.31
	Copies of Engineering Drawings - per blue- print size page		\$5.00	\$0.38	\$0.35	\$5.73

3. Schedule "B" Appendix 3, Miscellaneous Schedule

1.	Fax Charges (applies to long distance only)	
	• First Page	\$2.00
	• Each Additional Page	\$1.50
2.	Canoe Beach Lease (Bylaw No.3609)	3% of current year's land assessment
7.	Park User Fees Adults (per team/per year) Adults (per day for tournaments) Minors (per team/per year) Minors (per day for tournaments)	\$93.46 plus GST \$93.46 plus GST \$23.36 plus GST \$46.73 plus GST
11.	Commissioner of Oaths Service	\$25.00
12.	Lease Fees Tennis Club, Fish & Game Club, Curling Club, per year (2002 - 2006)	\$1.00

Be deleted in its entirety

4. Schedule "B" Appendix 3, Miscellaneous Schedule

8.	General File Search - misc (include property taxes) <ul style="list-style-type: none"> • first half hour (minimum charge) • per hour after first half hour 	\$15.00 plus GST \$25.00 plus GST
9.	Priority File Search - misc (include property taxes)	\$100.00 plus GST

Be replaced with:

8.	Property File Search	\$50.00 plus GST
9.	Property File Search Expedited	\$100.00 plus GST

5. Schedule "B", Appendix 7, Freedom of Information

1. Applicants other than commercial.

(a)	for locating and retrieving a record	\$7.50 per 1/4 hour after the first 3 hours
(b)	for producing a record manually	\$7.50 per 1/4 hour
(c)	for producing a record from a machine readable record from a server or computer	\$7.50 per 1/4 hour for developing a computer program to produce the record
(d)	for preparing a record for disclosure and handling a record	\$7.50 per 1/4 hour
(e)	for shipping copies	actual costs of shipping method chosen by applicant
(f)	for copying records	
	(i) floppy disks	\$2 per disk
	(ii) CDs and DVDs, recordable or rewritable	\$4 per disk
	(iii) computer tapes	\$40 per tape, up to 2 400 feet
	(iv) microfiche	\$3 per fiche
	(v) microfilm duplication	\$25 per roll for 16 mm microfilm, \$40 per roll for 35 mm microfilm
	(vi) microfiche or microfilm to paper duplication	\$0.50 per page (8.5" x 11")
	(vii) photographs, colour or black and white	\$5 to produce a negative \$12 each for 16" x 20" photograph \$9 each for 11" x 14" photograph \$4 each for 8" x 10" photograph \$3 each for 5" x 7" photograph

(viii)	photographic print of textual, graphic or cartographic record, black and white	\$12.50 each (8" x 10")
(ix)	dot matrix, ink jet, laser print or photocopy, black and white	\$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
(x)	dot matrix, ink jet, laser print or photocopy, colour	\$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
(xi)	scanned electronic copy of a paper record	\$0.10 per page
(xii)	photomechanical reproduction of 105 mm cartographic record/plan	\$3 each
(xiii)	slide duplication	\$0.95 each
(xiv)	audio cassette tape (90 minutes or fewer) duplication	\$5 per cassette plus \$7 per 1/4 hour of recording
(xv)	video cassette recorder (VHS) tape (120 minutes or fewer) duplication	\$5 per cassette plus \$7 per 1/4 hour of recording

2. Commercial applicants each service listed in item #1 - actual cost to the public body of providing that service.

Be deleted in its entirety

6. Schedule "B", Appendix 10, Solid Waste/Recycling Fee

3. The Curbside Collection Fee shall be as follows:

Curbside Household	\$101.00 per year
Additional Food Waste Container	\$30.00 plus GST and PST per container
Additional Food Waste Collection	\$60.00 per year per additional container
Extra Food Waste Tag	\$3.00 per tag
Extra Refuse Tag	\$3.00 per tag

Be replaced with:

Schedule of Curbside Collection Service Fees

Curbside Collection Fee	\$101.00 per year per Curbside Household
Additional Food Waste Container	\$30.00 plus GST and PST per container
Additional Food Waste Collection	\$60.00 per year per additional container
Extra Food Waste Tag	\$3.00 per tag
Extra Refuse Tag	\$3.00 per tag

6. Additional Food Waste Containers and Additional Food Waste Collections are available in accordance with the rates set forth in Section 3 of Schedule B – Appendix 10 of this Bylaw for property owners or occupiers of a Curbside Household who wish to have more than one (1) Food Waste Container Collected each week. Upon the purchase of the Additional Food Waste Container, the property owner/occupier shall be billed on an annual basis on their property tax bill for the Additional Food Waste Collection , in addition to the Curbside Collection fee as per Section 11 of Schedule B – Appendix 10 of this Bylaw.

Be deleted in its entirety and replaced with:

6. Additional Food Waste Containers and Additional Food Waste Collections are available in accordance with the rates set forth in Section 3 of Schedule B – Appendix 10 of this Bylaw for property owners or occupiers of a Curbside Household who wish to have more than one (1) Food Waste Container Collected each week. Upon the completion of the Additional Food Waste Collection application and purchase of the Additional Food Waste Container, the property owner shall be billed the pro-rated Additional Food Waste Collection fee for the remaining portion of the year, calculated from the first (1st) day of the month following the application, and thereafter shall be billed on an annual basis on their property tax bill for the Additional Food Waste Collection. This will be billed in addition to the Curbside Collection fee as per Section 11 of Schedule B – Appendix 10 of this Bylaw.

9. Upon application for a building permit to construct a Curbside Household, the applicant shall prepay the pro-rated Curbside Collection Fee for the remaining portion of the year, calculated from the first (1st) day of the fourth (4th) month following the date of the building permit issuance or from the date of occupancy permit issuance.

Be deleted in its entirety and replaced with:

9. Upon application for a building permit to construct a Curbside Household, the property owner shall be billed the pro-rated Curbside Collection Fee for the remaining portion of the year, calculated from the first (1st) day of the fourth (4th) month following the date of the building permit issuance or from the date of occupancy permit issuance, whichever is earlier.

10. Any property owner may be charged retroactively for the Curbside Collection service for a period of up to one (1) year.

Be deleted in its entirety and replaced with:

10. Any property owner found to have been receiving the Curbside Collection service and/or the Additional Food Waste Collection service, but not being billed, may be charged retroactively for the service(s) for a period of up to one (1) year.

Schedule B - Appendix 10 that reads SOLID WASTE/RECYCLING FEE (Bylaw 4339)

Be deleted in its entirety and replaced with:

CURBSIDE COLLECTION SERVICE FEES

7. Schedule "E" Leisure Services Rates

GENERAL

The District of Salmon Arm shall charge fees for leisure services offered by Salmon Arm Leisure Services and rental fees shall be charged for the use of facilities as outlined in the annual Fees and Charges policy report. Fees shall be subject to change without notice and shall be approved by Council on a yearly basis.

Program and facility users are expected to pay all or part of the costs to provide programs, facilities and services. The fees charged will assist in offsetting the cost of maintenance, bookings; and where applicable, set-ups and takedowns of functions.

1. Definitions:

Community Non-Profit: A non-profit, non-restricted membership group or organization whose activities are consistent with the goals, objectives and standards of the District of Salmon Arm. This includes the District of Salmon Arm.

Community Use: Any function, conducted by a local non-profit group or registered non-profit society, which is open to the public (i.e. concerts, dances, banquets, etc.).

Private Use: Any function that is private in nature, not open to the public. (i.e. weddings, receptions , training sessions, meetings and conventions).

Resident: Any individual who resides within the boundaries of the District of Salmon Arm or within the boundaries of Electoral areas "C", "D" and "F" of the Columbia Shuswap Regional District.

Commercial: Any individual, company or organization engaged in the pursuit of business for profit with a current Salmon Arm business licence and a local mailing address.

Age Classifications:

Infants	Non-walking
Child	5 years and under
Student	6 - 18 years of age
Adult	19 to 59 years of age, inclusive
Senior	60 years of age and over
Family	1 to 2 adults of the same household and their children

2. Criteria for the Establishment of Fees and Charges

- a) The fees and/or charges to be established for each service offered by Leisure Services shall be based upon one or more of the following factors:
- The costs of providing services, including:
 - direct personnel costs,
 - direct material and supplies costs,
 - direct maintenance and repair costs,
 - facility operation costs,
 - cost recovery ratios established for the facilities.
 - comparable market rates charged for similar services offered by commercial outlets and other municipal organizations;
 - the financial ability of the user or group of users to pay for leisure services.

Within the constraints of the established fees and charges approved by Council, Leisure Services may adjust those fees and charges relating to general recreation programs in order to reflect the increase or reductions in the cost of such services as they occur.

It should be noted that the Fees and Charges do not include the cost of capital debt reduction.

LEISURE PROGRAMS AND LESSON SETS

1. Program Fees and Charges

- a) Standard fees and charges for all recreation program services are established on the basis that the fees from an optimum number of program registrants will offset the direct cost of the program. Direct costs are costs that would not be incurred unless the program was provided (i.e. instructor, program supplies, bus rental, food, etc.).
- b) Where feasible and during select times, a limited number of programs may be bundled with other services for a special fee.

2. Refund Policy

Refunds of fees and charges for leisure programs shall be made according to the following conditions and guidelines.

For all refunds, a Refund Request Form (RRF) must be filled out by the party requesting a refund, unless otherwise noted.

REFUNDS SHALL NOT BE ISSUED EXCEPT UNDER THE FOLLOWING CIRCUMSTANCES:

- a) **Cancellations by Leisure & Parks Services (No RRF required)**
A full refund shall be issued if a program or lesson set is cancelled by Leisure Services, if a program participant is withdrawn from the program at the discretion of the Instructor, or if Leisure Services changes the dates and time of a program or lesson set to a date that is unsatisfactory to the participant.
- b) **Customer Dissatisfaction**
A full refund shall be issued to a dissatisfied participant in a program/lesson set if the Refund Request Form is received prior to start of the third class. If a Refund Request Form is received after the third class, a \$5.00 administration fee will be charged and the refund amount pro-rated.
- c) **Medical Reasons or the Client is Moving**
The refund shall be pro-rated to include only those classes the participant will not be able to attend.
- d) **Method of payment**
All refunds shall be by means of a cheque issued by the District of Salmon Arm.
All purchases made by Visa or MasterCard shall be credited to the customer's Visa or MasterCard.
- e) **Credits**
Clients may choose to credit their refund amount towards another program offered by Salmon Arm Leisure Services. Receptionists will type a letter of credit, which will be kept on file at the Salmon Arm Community Centre for future use by the client. Credits must be used within six (6) months of the date issued. After 6 months, credit amounts will be refunded to the customer.

SCHEDULE "E"

LEISURE SERVICE RATES

COMMUNITY CENTRE

SCHEDULE "E"

AUDITORIUM RENTAL

Note: All fees are subject to GST unless otherwise stated
Includes the use of the built in PA system, kitchen, cloakroom and the lobby.

1.	Community Non-Profit	
	Single Day Flat Rate	526.82
	Hourly - 5 hr max.	52.76
2.	Private Function	
	Single Day Flat Rate	552.01
	Hourly - 5 hr max.	55.23
3	Commercial	
	Single Day Flat Rate	704.11
	Hourly - 5 hr max.	70.42

10% Discount for full day rentals booked for more than 2 consecutive days.

AUDITORIUM RENTAL AS GYMNASIUM

		Per Hour
1.	Under age 19	21.12
2.	Over age 19	38.46
3.	Private	52.01

LEISURE SERVICES DROP-IN ACTIVITY ADMISSION

		Gym
1.	Child (1 - 5 years)	1.68
2.	Student (6 - 18)	2.15
3.	Adult	3.04
4.	Senior	2.52
5.	Family	6.92

MEETING ROOM RENTAL

Note: All fees are subject to GST unless otherwise stated

Room #1: (minimum 2 hours)

Time	Type of Rental	Per Hour
8:00 a.m. - 6:00 p.m.	Community Non-profit	12.03
8:00 a.m. - 6:00 p.m.	Private Function	14.44
8:00 p.m. - 6:00 p.m.	Commercial	16.94
6:00 p.m. - 10:00 p.m.	Community Non-profit	12.03
6:00 p.m. - 10:00 p.m.	Private Function	14.44
6:00 p.m. - 10:00 p.m.	Commercial	16.94

Room #2 (minimum 2 hours)

Time	Type of Rental	Per Hour
8:00 a.m. - 6:00 p.m.	Community Non-profit	12.03
8:00 a.m. - 6:00 p.m.	Private Function	14.44
8:00 a.m. - 6:00 p.m.	Commercial	16.94
6:00 p.m. - 10:00 p.m.	Community Non-profit	12.03
6:00 p.m. - 10:00 p.m.	Private Function	14.44
6:00 p.m. - 10:00 p.m.	Commercial	16.94

Room #3 (minimum 2 hours)

Time	Type of Rental	Per Hour
8:00 a.m. - 6:00 p.m.	Community Non-profit	5.92
8:00 a.m. - 6:00 p.m.	Private Function	7.08
8:00 a.m. - 6:00 p.m.	Commercial	8.28
6:00 p.m. - 10:00 p.m.	Community Non-profit	5.92
6:00 p.m. - 10:00 p.m.	Private Function	7.08
6:00 p.m. - 10:00 p.m.	Commercial	8.28
Spinners & Weavers	per month	61.51

AUDITORIUM/MEETING ROOM ADDITIONAL CHARGES

Note: All fees are subject to GST unless otherwise stated

1.	Auditorium Theatre Lighting	Per Hour
	Usage	43.51
	Adjustments	43.51
	Resetting to house set	43.51
2.	Auditorium Set-up or Break down	Flat Rate
	Theatre Style Set-up	
	under 200 people	33.78
	200 to 450 people	50.63
	Theatre Style Break Down	
	under 200 people	33.78
	200 to 450 people	50.63
	Banquet/Dance Set-up	
	under 200 people	42.16
	200 to 450 people	69.36
	Banquet/Dance Break Down	
	under 200 people	52.71
	200 to 450 people	85.24
3.	Meeting Room Set-up or Break Down	33.78
	Event clean up/Garbage Removal (per hour 1 hour minimum) unable to locate in existing	33.78
4.	Pre-mix Pop - per tank	33.02
5.	Audio Visual Equipment: TV, VCR and Overhead Projector, each, per event	10.93
6.	Refundable Damage Deposit	265.25
7.	Additional premium for bookings on statutory holidays, based on salary of staff attending	
8.	SOCAN Fees (For live or recorded music)	70.09

Note: 10% Discount for full day bookings (8 hours) booked for more than 2 consecutive days.

SWIMMING POOL RENTAL

Note: All fees are subject to GST unless otherwise stated

1.	Swim Club	Per Hour
	Training (Lifeguards not included)	36.58
	Swim Meets (includes 1 lifeguard)	60.65
	Extra Lifeguards (if required)	23.44
2.	Masters Swim Club	
	Training (Lifeguards not included)	39.52
	Swim Meets (includes 1 lifeguard)	61.84
	Extra Lifeguards (if required)	23.44
3.	Schools	
	Rental for Lessons	23.44
	Instructional guard (1 per 10 children)	23.44
	Recreational (Includes 2 guards for 70 people)	82.06
	Extra guard per additional 35 children	23.44
4.	Private Rental	
	Private Pool Rental (Includes 2 guards for 70 people)	104.35
	Extra guard per additional 35 people	23.44
5.	Commercial	
	Recreational (Includes 2 guards for 70 people)	116.76
	Extra guard per additional 35 people	23.44

MISC. POOL RELATED SERVICES

1.	Showers Only	2.52
2.	Weight Room	
	Adults	4.16
	Students 16 - 18 years	2.66

AQUATIC PROGRAMS

Note: All fees are subject to GST unless otherwise stated

1.	Aqua Fit Class Admission	
	Adult - Drop in	4.63
	Adult - Book of 10 tickets	41.67
	Adult - Punch Card (30 times)	111.12
	Adult - 6 month (based on 72 admissions-30% discount)	233.35
	Adult - 1 year	Discontinued
	Students - Drop in	3.18
	Students - book of 10 tickets (10% discount)	28.62
	Students - 30 time punch card (20% discount)	76.32
	Students - 6 month (based on 72 admissions-30% discount)	160.27
	Students - 1 year	Discontinued
	Seniors - Drop in	3.27
	Seniors - Book of 10 tickets	29.43
	Seniors - Punch Card (30 times)	78.48
	Seniors - 6 month (based on 72 admissions-30% discount)	164.81
	Seniors - 1 year	Discontinued
2.	Birthday Parties	
	Package # 1 Panago Party Zone (includes rental of the Party Zone only)	16.04
	with decorations, additional	10.70
	with games leader, additional	23.67
	Package #2 Preschool Party (includes Party Zone rental and pool admission for 2 adults and 6 children)	
	with food for 6 kids, additional	32.13
	with ½ hour games leader, additional	19.29
		12.88
	Package #3 Panago Party (includes food for 10 children, decorations and 2 adult swim admissions Plus each child swim admission)	64.25
	with 1 hour games leader, additional	0.97
		23.67
3.	Private Rentals & Parties	
	Refer to Section on public pool rental rates	

POOL GENERAL ADMISSION

Note: All fees are subject to GST unless otherwise stated

1.	Single Tickets	
	Infants (Under 1 year)	Free
	Child (1 to 5 years)	1.03
	Student (with student card) (6 to 18 years)	2.66
	Adult (19 years plus)	4.16
	Senior (60 years plus)	3.04
	Family (Immediate family)	8.88
	Leisure pool only (1 adult & 1 child under 6 years)	2.80
2.	Book of 10 Tickets (10% Discount included)	
	Child	9.27
	Student	23.94
	Adult	37.44
	Senior	27.36
	Family	79.92
3.	30 Time Punch Card (20% Discount included)	
	Child	24.72
	Student	63.84
	Adult	99.84
	Senior	72.96
	Family	213.12
4.	Six Month Pass (Based on 72 admissions 30% discount included)	
	Child	51.91
	Student	134.06
	Adult	209.66
	Senior	153.21
	Family	447.55
5.	One Year Pass	
	Child	Discontinued
	Student	Discontinued
	Adult	Discontinued
	Senior	Discontinued
	Family	Discontinued

Note: Swim admission tickets, punch cards and passes cannot be used for Aqua Fit Classes.

PLAYFIELDS

“A” Fields ie: Little Mountain Sports Complex

1.	League Play - Rates apply to all teams who originate from communities within the boundaries of the Electoral areas “C”, “D” and “F” of the Columbia Shuswap Regional District	Per Hour
	Minor Sport Groups	2.50
	Adult Sport Groups	10.00
2.	Tournaments	
	Minor Sport Groups	29.14
	Adult Sport Groups	58.27

“B” Fields ie: Blackburn and Canoe Ball Park.

1.	League Play - Rates apply to all teams who originate from communities within the boundaries of the Electoral areas “C”, “D” and “F” of the Columbia Shuswap Regional District	Per Hour
	Minor Sport Groups	1.62
	Adult Sport Groups	6.50
2.	Tournaments	
	Minor Sport Groups	18.76
	Adult Sport Groups	37.51

50% discount for all additional tournaments hosted by a Salmon Arm non-profit group involving 60% or more out-of-town teams

EVENT ADMINISTRATIVE SERVICES

1.	Outdoor Special Events	Per Event
	Simple (Staff approval only. No site visits or consultation meetings required)	21.88
	Complex (Events requiring Council approval or for high risk activities requiring special insurance, site meetings or consultation)	60.30
2.	Beer Garden Functions	60.30
3.	For-Profit Functions & Performances	To be negotiated
4.	SOCAN Fees (For live or recorded music)	70.09

Be deleted in its entirety.

SEVERABILITY

- 8. 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

- 9. 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

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

CITATION

- 11. This Bylaw may be cited as the "**City of Salmon Arm Fee for Service Amendment Bylaw No. 4635**".

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

MAYOR

CORPORATE OFFICER

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: March 11, 2024
SUBJECT: Amendments to the Ticket Information Utilization Bylaw 2760

RECOMMENDATION:

THAT: **Bylaw No. 4628 cited as the “City of Salmon Arm Ticket Information Utilization Amendment Bylaw No. 4628”, be read a first, second and third time.**

BACKGROUND

Section 194 of the Community Charter allows municipalities to impose fees to ‘regulate, prohibit or otherwise impose requirements’. The City’s Ticket Information Utilization Bylaw 2760 imposes fees for infractions of City bylaws. The following amendments to the Ticket Information Utilization Bylaw 2760 are being proposed to enable the City to better enforce the requirements of the:

1. Water Rates and Waterworks Bylaw 1274 pertaining to water conservation
2. Traffic Bylaw 1971 pertaining to snow removal
3. Curbside Collection Bylaw 4281 pertaining to storage of containers and bags

In addition to the above, a housekeeping amendment is required to correct the schedule numbers in accordance with additions to the bylaw.

PROPOSED AMENDMENTS

1. Water Rates and Waterworks Bylaw 1274

Below are the proposed amendments and additions to Schedule 10 of the Ticket Information Utilization Bylaw related to the Water Rates and Waterworks Bylaw.

- **Multistage Water Restrictions**

Section 20 of the Water Rates and Waterworks Bylaw permits the implementation of water restrictions. Prior to the implementation of multistage restrictions there was a single restriction level that allowed irrigation two days per week between May 15th and Sept 15th. Accordingly, there is currently a single fine of \$50.00 in the Ticket Information Utilization Bylaw that pertains to watering contrary to a restriction.

To better address the increasing severity of impact to the City's water supply as restriction stages are increased, staff are recommending that the current fine be replaced with an escalating fine structure corresponding to the restriction stage. The proposed structure is as follows:

- Stage 1: \$50
- Stage 2: \$100
- Stage 3: \$250
- Stage 4: \$500

- **Irrigation of a Parcel in Excess of ½ Acre**

Section 12 of the Water Rates and Waterworks Bylaw specifies that "*The domestic water supply shall not be used for irrigating of parcels of land in excess of ½ acre*", however there is currently no fine for contravening this restriction. Considering the impact that irrigating large parcels of land can have on the City's water supply, staff are recommending a fine of \$500 be imposed for contravention of this restriction.

- **Wasting or Inappropriate Use of Water**

Section 5 of the Water Rates and Waterworks Bylaw specifies that "*Every consumer who uses an unnecessary quantity of water or allows water to run to waste either by permitting leaky pipes to remain unrepaired, or by any other means, or who shall vend, give or dispose of any water to others than the persons of his household or who shall allow any other person to vend, give or dispose of water from the works in such manner or to practice any deception upon the Council or its agent with a view to obtaining a supply of water greater than he should be reasonably expected to have according to the terms of his application, or who should by any device, use a greater amount of water than can normally and reasonably be expected, shall be guilty of a breach of this bylaw.*".

As there are currently no fines for contravening this section of the bylaw, staff are recommending the following:

- Allowing water to run to waste: \$100
- Failure to repair leaking pipes: \$100
- Provision, sale or disposal of water: \$100

- **Fines to Address Other Sections of Bylaw 1274**

The following sections pertain to inspections, alterations, modifications, additions or interference with waterworks connected to the City water supply. As there are currently no fines for contravention of these sections, staff are recommending the following:

Section 15: Inspections

- Failure to permit entry to premises at reasonable times by persons authorized by the City for the inspection of water pipes, connections, fixtures, taps, meters and any other apparatus used in connection with the City water supply: \$100

Section 16: Alterations, additions, extensions

- Making alterations, additions, extensions or new branches to an existing water service on a premise without first obtaining a permit from the City: \$100
- Covering-up alterations, additions, extensions or new branches to an existing water service on a premise prior to inspection by a duly authorized employee of the City: \$100

Section 17: Interference

- Interfering with hydrants, valves, stop cocks, pipes or other waterworks appliances outside of a premise: \$100
- Interfering with a water meter or pipe leading to such meter, whether inside or outside of a premises: \$100
- Making an addition or alteration to the water service in a road or City right-of-way: \$100
- Making a connection with water mains or turning off / turning on any City water valve: \$100

2. Traffic Bylaw 1971

Amend Schedule 13 of the Ticket Information Utilization Bylaw with the following fines to address snow clearing infractions pertaining to the removal of snow from private property:

- Section 602(4) - Placing, throwing, depositing or discarding snow on a highway that impedes the normal flow of traffic: \$75
- Section 602(5) - Placing, throwing, depositing or discarding snow on a highway without permission: \$75

3. Curbside Collection Bylaw 4281

Amend Schedule 19 of the Ticket Information Utilization Bylaw with respect to the storage of curbside collection containers and bags in a location or manner that is inaccessible to wildlife (adoption of Bylaw 4629 is required to implement this update).

- Section 20(h) - Failure to keep all Collection Bags and Containers on the Parcel in a location or manner that is inaccessible to wildlife: \$150

4. Housekeeping Amendment

An amendment is required to Bylaw 2760 to correct the schedule numbers in Section 3 and Section 4 so that they correctly indicate the current schedules in the bylaw.

- In both Section 3 and Section 4 replace the words "Schedules 2 through to 16" with the words "Schedules 2 through to 23"

STAFF COMMENTS

The following are some examples of what has been done thus far and the plan moving forward to communicate and educate the bylaw changes.

Curbside Collection program:

- On going education with distribution of new food waste bins,
- City web page special notice regarding proper bin placement and storage,
- Information in Curbside Collection program guide,
- Wildsafe BC bin tagging and education,
- Recycle Coach Notifications, these notifications are going out to 3900 users at this point,
- Social media posts,
- Infraction warning letter will advise of new fine structure.

Water Restrictions:

- Information sheet will include the new fine structure for each stage,
- City Water Restrictions web page will also have this information,
- Update water conservation guide,
- Social media posts,
- Infraction warning letters will advise of new fine structure.

In consideration of the above information, staff recommend that Council adopt the City of Salmon Arm Municipal Ticket Information Utilization Amendment Bylaw No. 4628.

Respectfully,



Rob Niewenhuizen, ASCT
Director of Engineering & Public Works

Cc Sue Wood, Director of Corporate Services

CITY OF SALMON ARM
BYLAW NO. 4628

A bylaw to amend "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760"

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Curbside Collection Bylaw No. 2760 be amended as follows:

1. That Section 3 be amended by:

Deleting "Schedules 2 through to 16"

And replacing it with "Schedules 2 through to 23".

2. That Section 4 be amended by:

Deleting "Schedules 2 through to 16"

And replacing it with "Schedules 2 through to 23".

3. That SCHEDULE 10 be deleted in its entirety that reads:

BYLAW	SECTION	FINE
Water Rates and Waterworks Regulation Bylaw No. 1274		
Watering contrary to restriction	20	\$50.0

And replacing it with a new SCHEDULE 10 that reads:

BYLAW	SECTION	FINE
Water Rates and Waterworks Regulation Bylaw No. 1274		
Allowing water to run to waste	5	\$100
Failure to repair leaking pipes	5	\$100
Provision, sale or disposal of water	5	\$100
Irrigation of a Parcel in Excess of ½ Acre	12	\$500

Failure to permit entry to premises at reasonable times by persons authorized by the City for the inspection of water pipes, connections, fixtures, taps, meters and any other apparatus used in connection with the City water supply	15	\$100
Making alterations, additions, extensions or new branches to an existing water service on a premise without first obtaining a permit from the City	16	\$100
Covering-up alterations, additions, extensions or new branches to an existing water service on a premise prior to inspection by a duly authorized employee of the City	16	\$100
Interfering with hydrants, valves, stop cocks, pipes or other waterworks appliances outside of a premise	17	\$100
Interfering with a water meter or pipe leading to such meter, whether inside or outside of a premises	17	\$100
Making an addition or alteration to the water service in the road or City right-of-way	17	\$100
Making a connection with water mains or turning off or turning on any City water valve	17	\$100
Watering contrary to restriction	20	
- Stage 1 restrictions		\$50.00
- Stage 2 restrictions		\$100.00
- Stage 3 restrictions		\$250.00
- Stage 4 restrictions		\$500.00

4. That Schedule 13 be amended by adding: *(insert sequentially after 602 (3))*

BYLAW	SECTION	FINE
Traffic Regulation Bylaw No. 1971		
Placing, throwing, depositing or discarding snow on a highway that impedes the normal flow of traffic	602 (4)	\$75
Placing, throwing, depositing or discarding snow on a highway without permission	602 (5)	\$75

5. That Schedule 19 be amended by adding:

BYLAW	SECTION	FINE
Curbside Collection Bylaw No. 4281		
Failure to keep all Collection Bags and Containers on the parcel in a location or manner that is inaccessible to wildlife	20 (h)	\$150

6. SEVERABILITY

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

7. ENACTMENT

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

8. EFFECTIVE DATE

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

9. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4628.”

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: Development & Planning Services Committee

From: Planner II

Title: Zoning Bylaw Amendment Application No. 1248

Legal: Lot 3, Section 10, Township 20, Range 10, W6M, KDYD, Plan 5001, Except Parcel A (DD 143254F and Plan B6688)

Civic: 1890 – 10 Avenue SW

Owner: Darb Holdings (1981) Ltd.

Agent: A. Brown

Date: March 4, 2024

Executive Summary/Purpose:

To rezone the entire subject property from R-1 (Single Family Residential Zone) and C-3 (Service Commercial Zone) to C-3 (Service Commercial Zone).

Motion for Consideration:

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 10, Township 20, Range 10, W6M, KDYD, Plan 5001, Except Parcel A (DD 143254F and Plan B6688) from R-1 (Single Family Residential Zone) and C-3 (Service Commercial Zone) to C-3 (Service Commercial Zone).

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

1. the installation of appropriate screening and buffers as per the Agricultural Land Commission (ALC) guidelines for non-residential development adjacent to the ALR; and
2. Ministry of Transportation and Infrastructure approval.

Staff Recommendation:

THAT: The Motion for Consideration be adopted.

Proposal:

To rezone the entire subject property from R-1 (Single Family Residential Zone) and C-3 (Service Commercial Zone) to C-3 (Service Commercial Zone).

Background:

The subject property is located at 1890 10 Avenue SW, south of Buckerfield’s and west of The Mall at Piccadilly (Appendices 1 & 2). The subject property is designated Highway Service/Tourist Commercial (HC) in the City’s Official Community Plan (OCP) and is split-zoned R-1 (Single Family Residential) and C-3 (Service Commercial) in the Zoning Bylaw (Appendices 3 & 4). City records do not indicate the purpose of the split-zoning, or related historic uses of the land.

As seen in Appendix 2, the commercial use has migrated onto the R-1 portion of the property in the period from 2016 to 2023. The applicant is seeking to rezone the parcel to a single commercial zone to be consistent with existing uses. In addition, since there is outside storage of equipment (and as per section 17.10 of Zoning Bylaw No. 2303), outside storage shall be screened as per Appendix III of Zoning Bylaw No. 2303 (Appendix 5) and as shown in Appendix 6. The subject property is adjacent to the Agricultural Land Reserve (ALR) boundary (Appendix 7).

Screening as per the Agricultural Land Commission (ALC) guidelines for development adjacent to ALR lands is required as per Appendices 5 & 6. The guidelines indicate that an 8 m landscape buffer and fence along that boundary is required, as well as a 15 m setback. The installation of appropriate screening and buffers will be required before final reading of the zoning amendment bylaw.

Adjacent land uses include the following:

North: Single family dwelling and accessory buildings / Buckerfield’s	Zoned R-1 / C-3
South: Agriculture (hay field)	Zoned A-1 (ALR)
East: Home Comfort Centre / Stemmer Construction Ltd.	Zoned C-3
West: Vacant lot / single family dwelling and accessory buildings	Zoned R-1

The subject property is approximately 1.04 ha (2.57 ac) in area. A site plan was not provided at this time, as the owner/applicant wishes to rezone the entire property and has not indicated any intent to construct any additional buildings or structures. Parking will continue to be provided onsite. The owner has indicated that there are currently 4-5 parking stalls on the property, which is compliant with the Zoning Bylaw. Site photos are attached as Appendix 8.

Relevant Policies:

Rezoning the property to C-3 is supported by the OCP based on the property’s current Highway Service/Tourist Commercial (HC) OCP Designation.

This rezoning proposal is consistent with the following OCP policies:

- a. “Work to minimize conflicts between agricultural and other land uses (residential/recreational/industrial) through buffer and fencing requirements for developments adjoining agricultural areas, including consideration of the Agricultural Land Commission’s “Landscape Buffer Specifications” (7.3.14 b) – provided a buffer is installed.
- b. “Encourage land uses in the Highway Service/Tourist Commercial area which are distinguished by an orientation toward access by vehicular traffic. Uses included are automotive services, tourist accommodation, entertainment and recreational tourist services, minor repair, retail commercial warehousing, retail and food outlets, and upper floor dwelling units” (9.3.15).

- c. “Commercial Corridor West of City Centre to 30 Street SW – The Highway Service/Tourist Commercial area on the west side of the City Centre is oriented toward vehicle service and retail warehousing uses. Activities have relatively low site coverage (e.g. automotive and recreation vehicle sales, large buildings and associated parking lots). This area serves the needs of the community and region” (9.3.18 a).

Referral Comments:

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Engineering Department

No Engineering concerns.

Ministry of Transportation and Infrastructure

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the Transportation Act.

Planning Department

The purpose of the C-3 Zone is to accommodate commercial uses which are oriented towards vehicular traffic and require large areas of land for storage and/or display purposes and/or to accommodate large buildings. Some of the permitted uses in this zone include auto parts and accessories (new) sales, automotive repair shop (excluding fuel service stations), farm equipment sales and rental, and rental and repair of tools, small equipment (see Appendix 9). The existing building on the site is within the portion of the site which is already zoned C-3 and therefore no setback or height requirements will change.

The applicant has not indicated the desire to add any new buildings or structures to the site and it is expected that the rezoning will be the extent of development at this stage for the present owner. However, any future site (re)development would require the issuance of a Development Permit, at which time siting and building, massing, landscape and screening, as well as access, circulation and parking requirements would be addressed in more detail.

Staff support the rezoning of the subject property from R-1 (Single Family Residential Zone) and C-3 (Service Commercial Zone) to C-3 (Service Commercial Zone), provided the owner installs appropriate screening and buffers as per Appendix 5 and at the approximate locations shown in Appendix 6.

Financial Considerations:

None.

Committee Recommendations:

N/A

Public Consultation:

Pursuant to the Local Government Act and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30 m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advise those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. All rezoning applications (excluding R-8 rezonings <0.4 ha) require the posting of a Notice of Development sign. It is expected that the Hearing for this application will be held on March 25, 2024.

Alternatives & Implications:

Should the applicant not proceed with the conditions of the rezoning, all commercial uses would have to be removed from the R-1 portion of the site to be compliant with the existing zoning.

Prepared by: Planner II

Reviewed by: Manager of Planning and Building

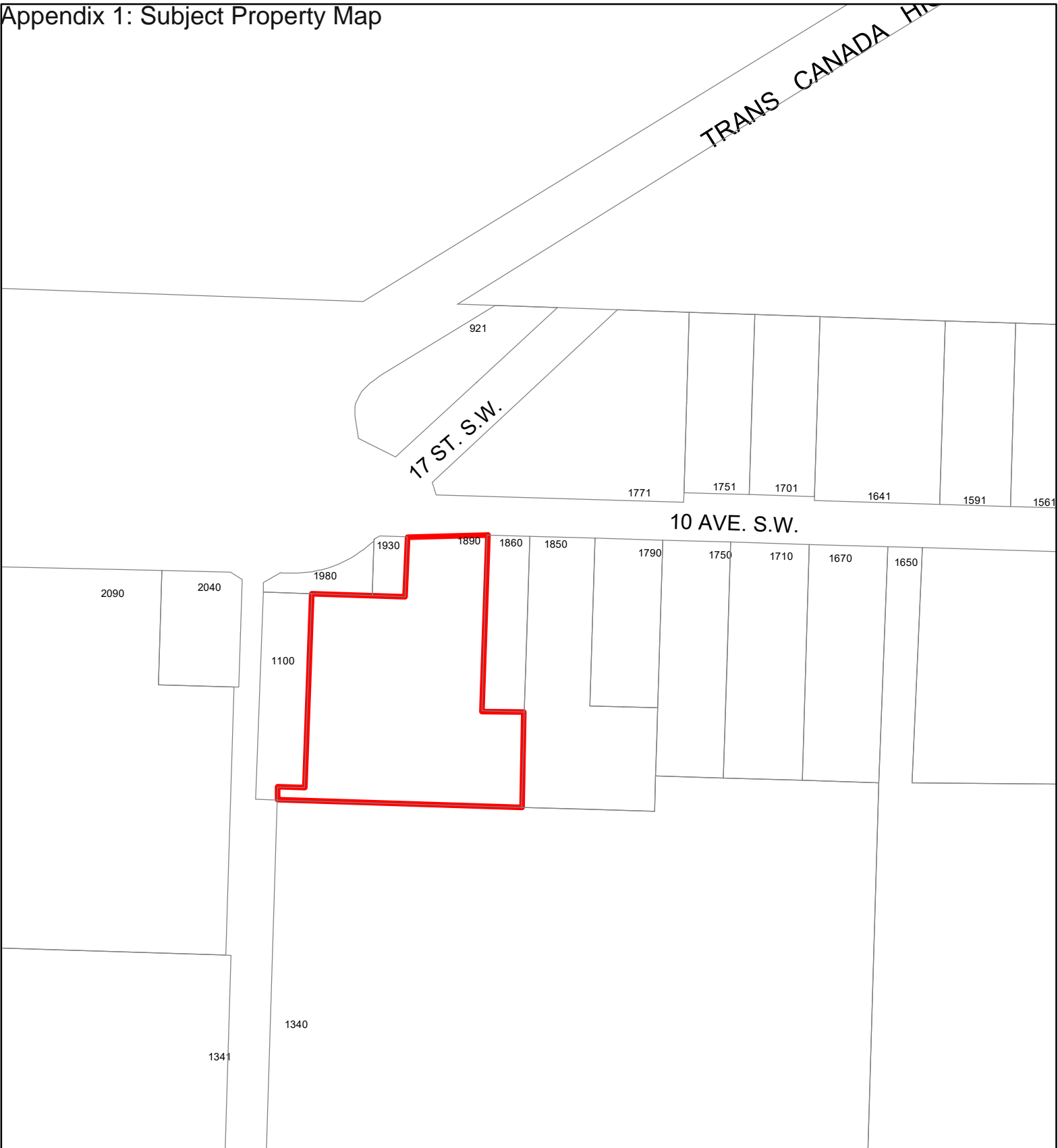
Reviewed by: Director of Planning and Community Services



Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Subject Property Map
- Appendix 2 – Ortho Maps 2016-2023
- Appendix 3 – OCP Map
- Appendix 4 – Zoning Map
- Appendix 5 – Zoning Bylaw No. 2303 Appendix III & ALR Buffer Guidelines
- Appendix 6 – Landscaping, Screening, & Buffer Locations
- Appendix 7 – ALR Boundary Map
- Appendix 8 – Site Photos
- Appendix 9 – C-3 Zone

Appendix 1: Subject Property Map



-  Parcels
-  Subject Property



Parcels



Subject Property

2016



0 12.5 25 50
Meters



- 2021
- Parcels
- Subject Property

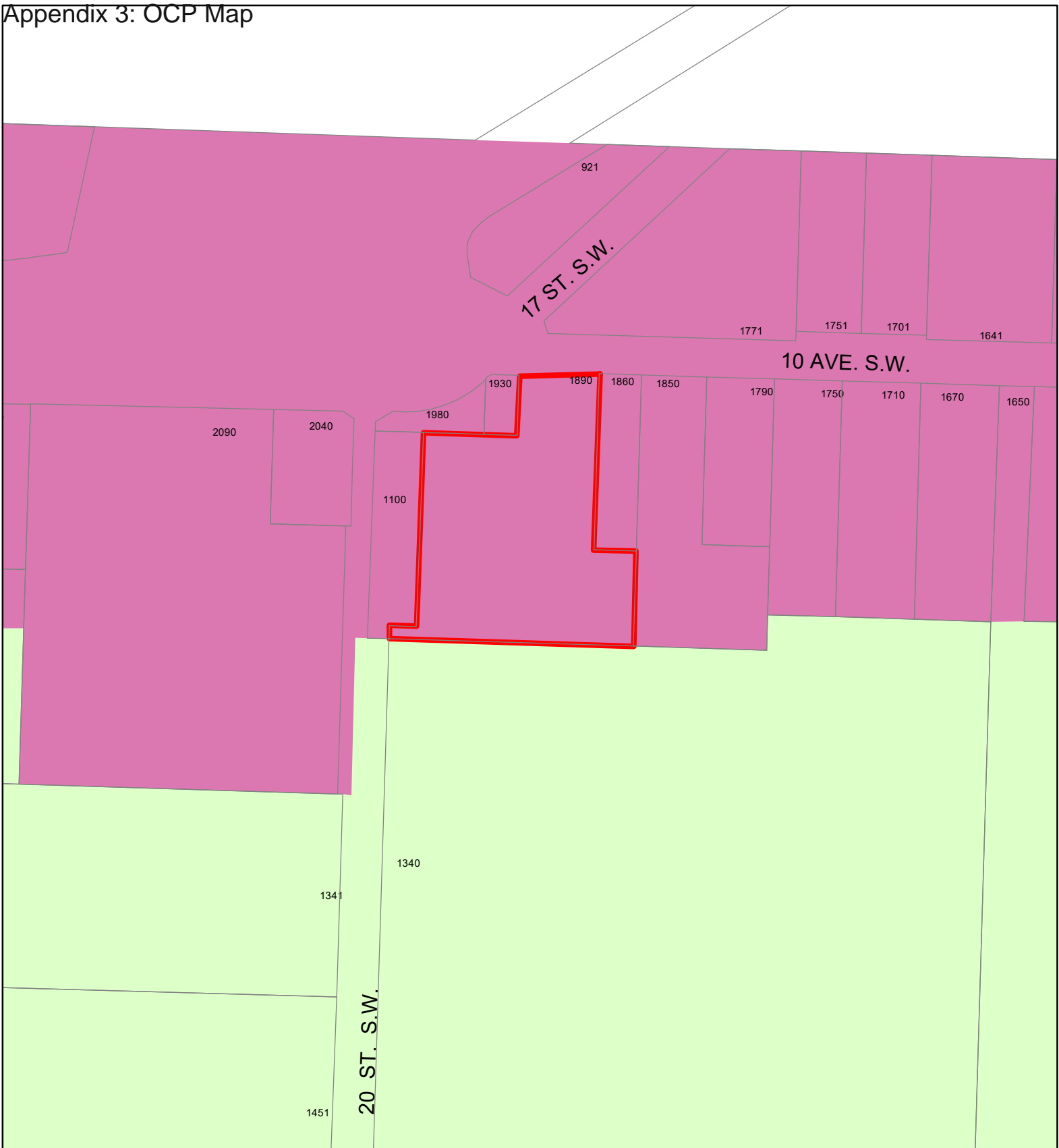


0 12.5 25 50
Meters



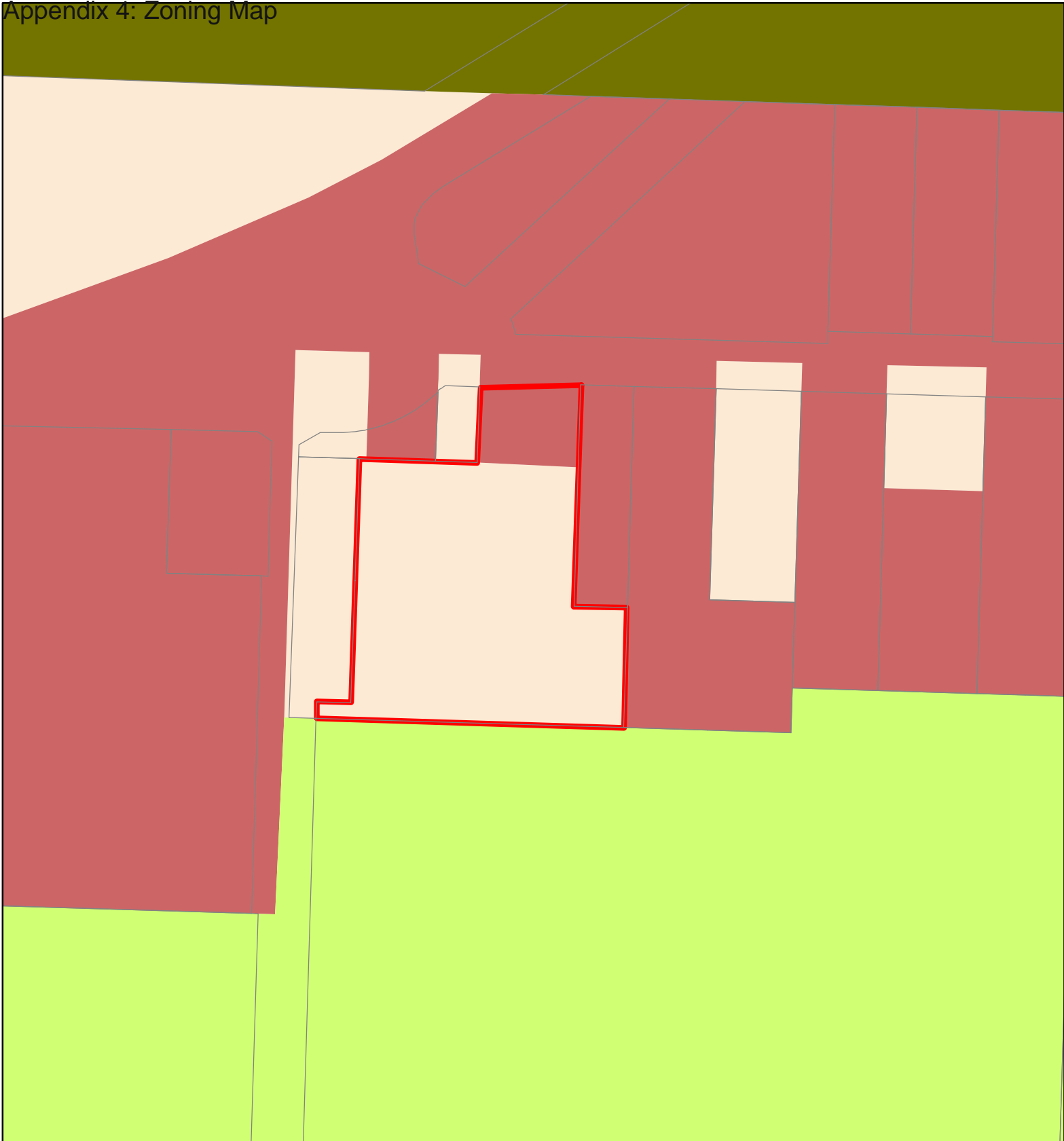
2023
Parcels
Subject Property







Appendix 3: OCP Map



-  Parcels
-  Subject Property
-  Salmon Valley Agriculture
-  Commercial - Highway Service / Tourist

Appendix 4: Zoning Map



-  Parcels
-  Subject Property
-  A-1
-  C-3
-  IR
-  R-1

APPENDIX III - SCREENING AND LANDSCAPING REQUIREMENTS

1. Screening

All storage yards shall be completely screened from public view and adjacent properties. Screening fence heights shall be not less than 2.0 metres (6.5 feet) nor greater than 2.4 metres (8.0 feet).

Forms of acceptable screening are as follows:

- .1 A uniformly painted solid wall fence of uniform height;
- .2 Walls of concrete block, masonry custom units, or buildings located adjacent to a property line.
- .3 Chain link fencing with mature evergreen tree hedge planted on-site adjacent to fencing to block view of the top of the chain link fence.

2. Landscaping

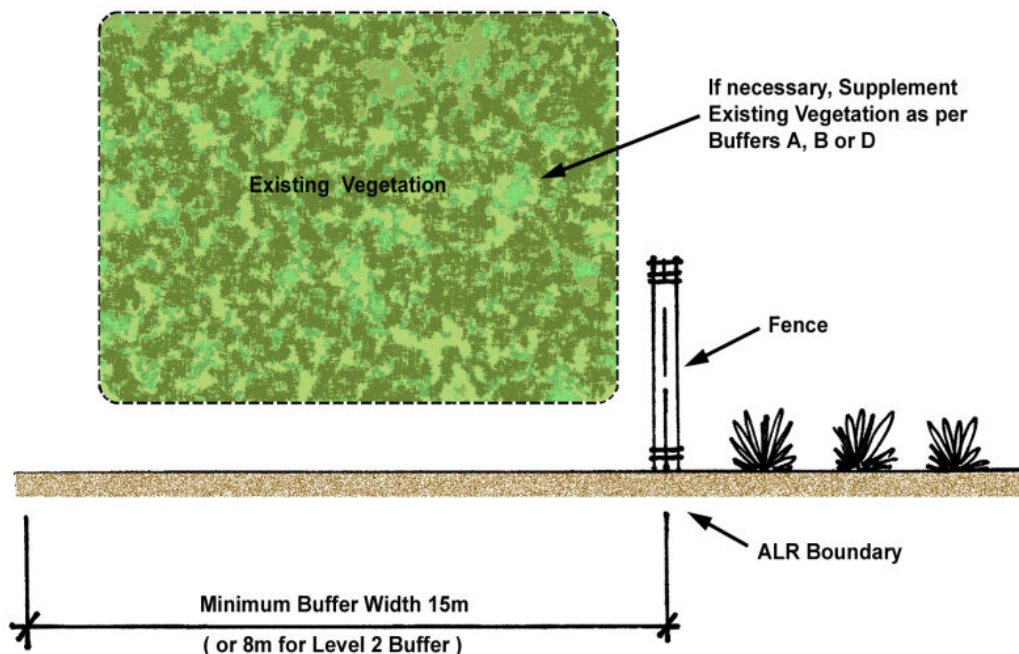
In conjunction with the provision of screening, continuous landscaping shall be provided, except that chain link fencing with solid evergreen hedge, shall satisfy the landscaping requirement.

- .1 Where solid wall fencing is used fronting a highway, such fencing is to be set back a minimum of 1.5 metres (4.9 feet) to accommodate landscaping.
- .2 Landscaping shall comprise any of the following combinations: trees, trees and ground cover; raised earth berms with trees and ground cover.
- .3 Minimum calliper of trees shall be 6.5 cm (2.5 inches).
- .4 To assist with control of the codling moth, the planting of codling moth host trees, including all apples and crab apples (*Malus* spp.), all pears (*Pyrus* spp.), quince (*Cydonia oblonga*) and flowering quince or japonica (*Chaenomeles japonica*) is discouraged on all developments, excluding commercial orchards. #2843

ALR Buffer Guidelines: Buffer "C" - Guide to Edge Planning (2015) - BC Ministry of Agriculture

3.8.c Urban Side Buffer C (Existing Vegetation) - Design Specifications & Layout

Urban-side **Buffer C** should retain existing vegetation and use either a solid wood or chain-link fence with a height of 6 feet (1.8 metres), built as per Appendix C or as per the local government's fencing specifications.



3.8 Urban-side buffer design specifications

Below are the setback distances for principal buildings and design criteria for installing an urban-side buffer along the agriculture-urban boundary. Four examples of design specifications and layouts follow.

Urban-Side Setback & Buffer Design Criteria for Urban-Agriculture EPAs

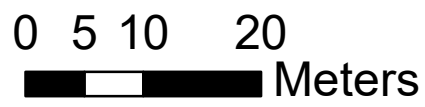
	Setback Distance and Buffer Size	Buffer Height	Buffer Design Features
Level 1 Urban-side Residential Setback & Buffer*	Setback 30 m from agricultural area boundary Buffer Width 15 m – buffer is located within the 30 m setback	6 m ** (finished height)	<ul style="list-style-type: none"> Mixed planting of fast growing tree and shrub species with foliage from base to crown – long thin foliage desirable. Include at least 60% evergreen conifers to collect dust & spray drift. No gaps in buffer and no tightly packed hedges; crown density of 50-75%. Design as wedge shaped if odour dilution desired. Design specifications and layout will be as per urban-side Buffer A or B (p.24); or existing vegetation may be retained as part of buffer (Buffer C, p.26). Leave 2 m of low growing or no vegetation from agricultural area boundary. If paths and passive recreational uses (e.g. picnic areas) are part of the landscaped buffer, the recreational features will not take up more than 1/3 the width of the buffer and they will be located away from the agricultural area boundary. If community forest/gardens are an included use of the buffer then the uses should be located away from the agricultural area boundary and protected with vegetation.
Level 2 Urban-side Non-Residential Setback & Buffer (e.g. passive recreation, industrial, or commercial)	Setback 15 m from agricultural area boundary Buffer Width 8 m – buffer is located within the 15 m setback	6 m** (finished height) **See Note 2 below	<ul style="list-style-type: none"> Either a double row of mixed deciduous/coniferous (with at least 60% evergreen conifers) or just coniferous, and hedging/screening shrub species with foliage from base to crown. Design specifications and layout will be as per urban-side Buffer D (p.27); or retain existing vegetation (Buffer C, p.26). Leave 2 m of low growing or no vegetation from ALR boundary.

* Exception to Level 1 Residential Urban-side Buffer requirements:

Residential parcels that are separated from the agricultural area by a road allowance can reduce the size of the Level 1 buffer, provided new driveway accesses from these parcels onto the subject road allowance are avoided. The siting of the residence should still be 30 m but the vegetative buffer can be reduced to 7.5 metre width and located as near and parallel to the agricultural area boundary as possible.

** If spray drift is a concern, tree height should be 1.5 times the spray release height or target height, whichever is higher.




Appendix 6: Landscaping, Screening & Buffer Locations



- Parcels
- Subject Parcel
- Approximate Screening Location
- Approximate ALR Buffer Location
- x - x - x Approximate Fence Location
- Approximate Setback Location

*Move all equipment/
storage behind screening*



-  Subject Parcel
-  Parcels
-  ALR

Appendix 8: Site Photos
View of subject property looking Southwest from 10 Avenue SW.



View of subject property looking South from 10 Avenue SW.

View of subject property looking Northeast from 20 Street SW.



View of subject property looking East from 20 Street SW.

Purpose

17.1 The C-3 Zone is intended to accommodate commercial uses which are oriented towards vehicular traffic and require large areas of land for storage and/or display purposes and/or to accommodate large *buildings*. New *developments* zoned C-3 may be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*.

Regulations

17.2 On a *parcel* zoned C-3, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-3 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

17.3 The following uses and no others are permitted in the C-3 Zone:

- .1 auto parts and accessories (new) sales;
- .2 automotive repair shop, excluding *fuel service stations*;
- .3 automotive sales and rental lots and showroom (new and used);
- .4 boat and trailer sales and rental showrooms, including minor repairs;
- .5 *building* supply establishment;
- .6 *cafe*; #2736
- .7 car wash;
- .8 *commercial daycare facility*;
- .9 *craft distillery and brewery*
- .10 electrical appliance repair shop;
- .11 farm equipment sales and rental;
- .12 frozen food lockers, including retail sales;
- .13 funeral home including accessory crematorium;
- .14 greenhouses and nurseries, including retail sales;
- .15 *high technology research and development*; #4368
- .16 *home occupation*; #2782
- .17 laboratory, scientific and research;
- .18 laundromat;
- .19 locksmith shop;
- .20 *licensee retail store*; #3223
- .21 *mini warehousing*;
- .22 *mobile food vending*; #4240
- .23 *mobile home sales*; #2736
- .24 moving and storage establishment;
- .25 *neighbourhood pub*; #3223
- .26 *offices*;
- .27 *outside vending*; #2837
- .28 *personal service establishment*; #4049
- .29 print shop;
- .30 *public use*;
- .31 *public utility*;
- .32 radiator repair shop;
- .33 *recreation facility-indoor*;
- .34 recreation vehicle sales, repair, rental and assembly on parcels greater than 1.0 hectare with maximum 25% of gross floor area to be used for *parts assembly*. #2596
- .35 rental and repair of tools, small equipment; #2736
- .36 *restaurant*;
- .37 *retail store*; #4049
- .38 tire sales and repair establishment;

SECTION 17 - C-3 - SERVICE COMMERCIAL ZONE – CONTINUED

Permitted Uses con't

17.3 The following uses and no others are permitted in the C-3 Zone:

- .39 transportation use;
- .40 truck sales and rental lots and showroom;
- .41 upholstery shop;
- .42 upper floor dwelling units;
- .43 veterinary hospital;
- .44 accessory use;

Maximum Height of Principal Buildings

17.4 The maximum *height* of the *principal buildings* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Buildings

17.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.68 feet).

Minimum Parcel Size or Site Area

17.6 The minimum *parcel* size or *site* area shall be 465.0 square meters (5,005.4 square feet).

Minimum Parcel or Site Width

17.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal Buildings

17.8 The minimum *setback* of the *principal buildings* from the:

- | | | |
|----|--|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> | |
| | - adjacent to a residential <i>zone</i> shall be | 3.0 metres (9.8 feet) |
| | - all other cases shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a residential <i>zone</i> shall be | 3.0 metres (9.8 feet) |
| | - all other cases shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

Minimum Setback of Accessory Buildings

17.9 The minimum *setback* of *accessory buildings* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

Outside Storage

17.10 Outside storage shall be screened as per Appendix III.

Parking and Loading

17.11 Parking and loading shall be required as per Appendix I.

CITY OF SALMON ARM

BYLAW NO. 4545

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 March 25, 2024 at the hour of 7:00 p.m. was published in the and , 2024 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 3, Section 10, Township 20, Range 10, W6M, KDYD, Plan 5001 Except Parcel A (DD 143254F) and Plan B6688 from R-1 (Single Family Residential) to C-3 (Service Commercial 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. 4545**”

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"



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	26	DAY OF	FEBRUARY	2024
READ A SECOND TIME THIS	26	DAY OF	FEBRUARY	2024
READ A THIRD TIME THIS	26	DAY OF	FEBRUARY	2024
ADOPTED BY COUNCIL THIS		DAY OF		2024

MAYOR

CORPORATE OFFICER

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	26	DAY OF	FEBRUARY	2024
READ A SECOND TIME THIS	26	DAY OF	FEBRUARY	2024
READ A THIRD TIME THIS	26	DAY OF	FEBRUARY	2024
ADOPTED BY COUNCIL THIS		DAY OF		2024

MAYOR

CORPORATE OFFICER

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.

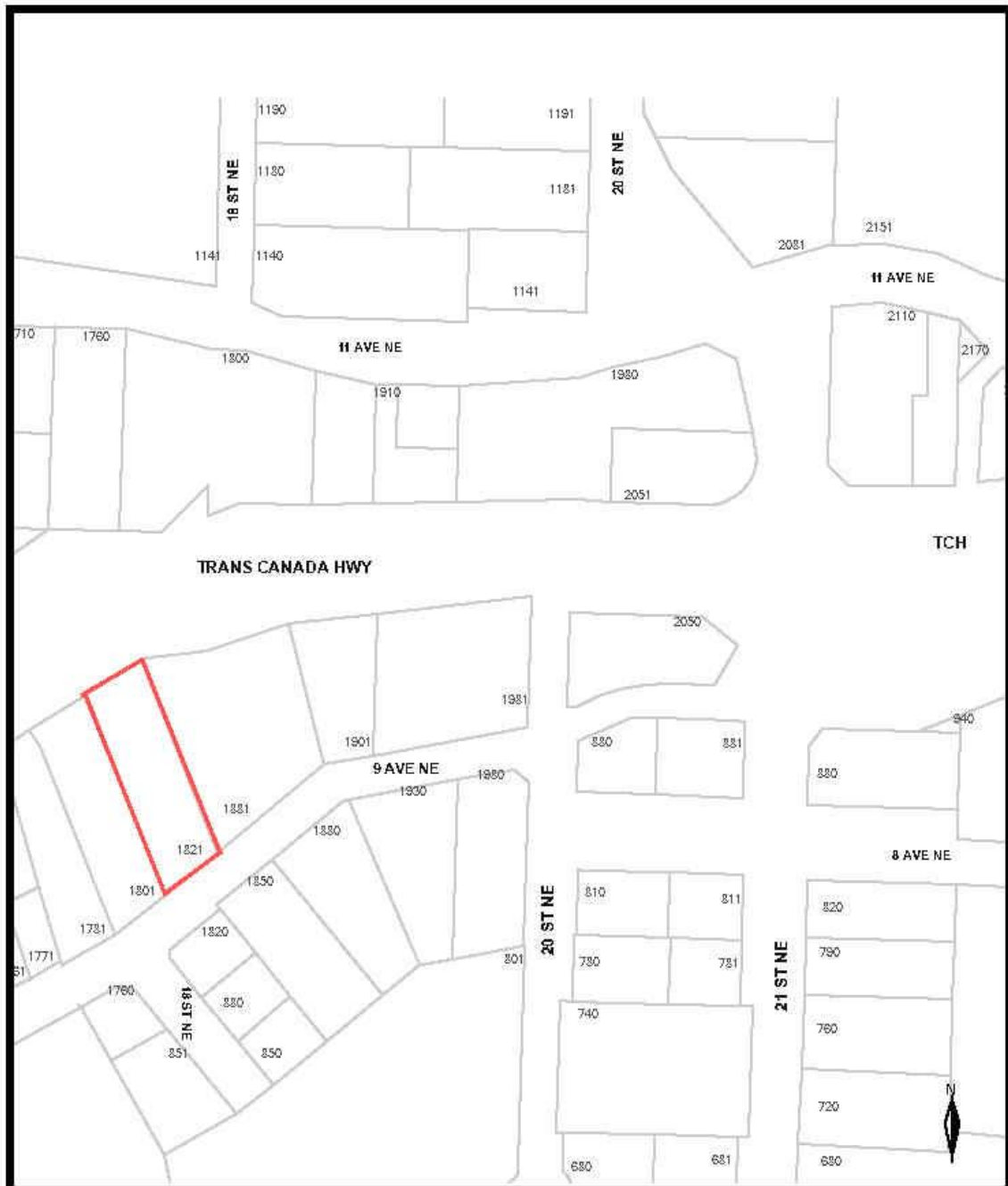
5. CITATION

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	26	DAY OF	FEBRUARY	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 Feb. 14 and 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. "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. 4525"

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 6th DAY OF March, 2024


Beth Bahm
Development Officer
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 Feb.14 , 2024 and Feb. 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. "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 26 DAY OF FEBRUARY 2024

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 29th DAY OF Feb., 2024

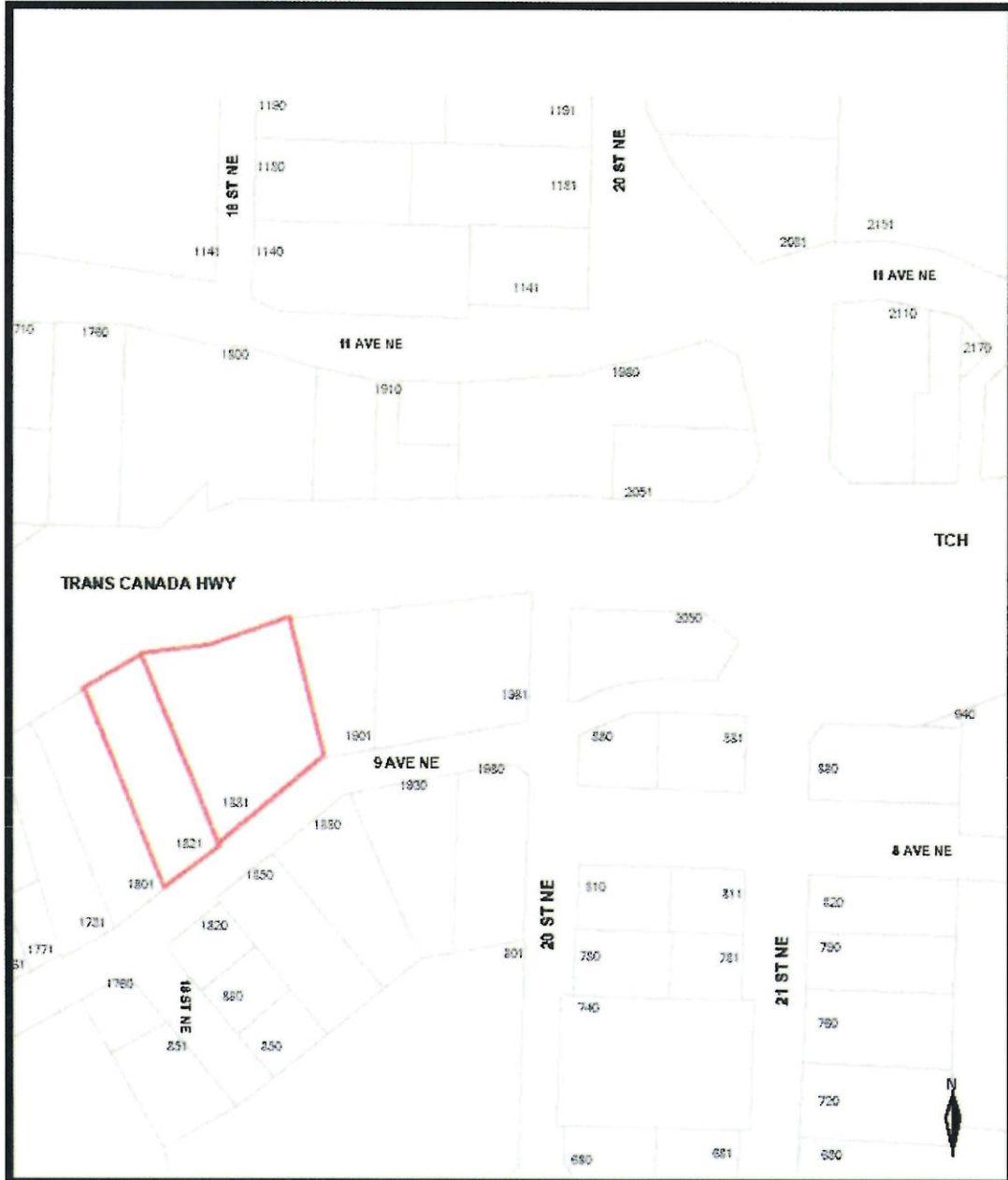

Beth Bahr
Development Officer
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2024

MAYOR

CORPORATE OFFICER

Schedule "A"



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 March 13-17 U15 Tier 2 Hockey Provincials	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

**CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
FEBRUARY 2024**

	LAST YEAR (2023)		CURRENT YEAR (2024)
	CURRENT MONTH	YEAR-TO-DATE	CURRENT MONTH
			YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	-	-	2	875,000	1	600,000	1	600,000
2	Misc. Additions etc. to SFD's	2	323,200	4	548,200	2	68,000	4	268,000
3	New Single Family Dwellings with suites	-	-	1	385,000	-	-	1	1,300,000
4	New Secondary/Detached Suites	-	-	3	82,000	1	70,000	3	650,000
5	New Modulares/MH's (Factory Built)	-	-	1	320,000	2	380,000	2	380,000
6	Misc. Additions etc. to Modulares/MH's	-	-	-	-	-	-	-	-
7	MFD's (# Units)	1 (3)	750,000	2 (5)	1,478,000	1 (4)	1,000,000	1 (4)	1,000,000
8	Misc. Additions etc. to MFD's	-	-	-	-	-	-	-	-
9	New Commercial	-	-	-	-	1 (140)	21,000,000	1 (140)	21,000,000
10	Misc. Additions etc. to Commercial	1	180,000	4	805,000	1	20,000	1	20,000
11	New Industrial	-	-	1	85,000	-	-	-	-
12	Misc. Additions etc. to Industrial	-	-	-	-	1	35,000	1	35,000
13	New Institutional	-	-	1	492,000	1	55,000	1	55,000
14	Misc. Additions etc. to Institutional	-	-	1	124,282	-	-	-	-
15	Signs	1	2,000	2	3,300	-	-	1	4,444
16	Swimming Pools, Pool Buildings	-	-	1	8,000	-	-	-	-
17	Demolitions	-	-	-	-	-	-	1	-
18	Temporary Trailers, A & B Permits	-	-	-	-	-	-	-	-
19	Misc. Special Inspections, etc.	3	-	9	-	-	-	6	-
TOTAL PERMITS ISSUED		7	1,255,200	32	5,205,782	11 (144)	23,228,000	24 (144)	25,312,444

MFD's - Apartment, Row, Duplex, Strata (# of dwelling units created)
Farm building values not included

BUILDING PERMITS - YEARLY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2001	585,500	11,938,550	12,265,250	12,842,790	13,534,790	14,712,550	16,330,650	17,717,625	19,031,075	19,895,255	21,318,855	21,458,195
2002	585,500	1,952,500	3,340,850	3,821,240	5,455,840	6,411,690	8,844,690	10,932,510	15,780,890	16,705,600	17,738,200	17,923,700
2003	130,110	920,780	2,974,020	4,486,120	5,993,320	13,294,120	15,555,250	17,937,005	20,318,920	22,000,340	24,005,740	24,782,360
2004	430,700	1,506,500	5,903,780	8,379,104	10,122,768	12,086,319	14,779,343	21,598,763	30,371,023	33,614,173	34,957,458	35,881,343
2005	1,072,000	2,269,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527
2021	3,180,132	5,500,747	9,538,939	14,603,678	21,402,310	29,030,210	33,528,039	37,494,801	41,729,005	46,006,620	50,263,120	53,739,370
2022	2,742,700	4,614,700	11,785,510	15,199,184	19,664,691	26,059,056	29,452,833	40,073,183	43,982,753	51,601,717	56,752,469	60,172,009
2023	3,950,582	5,205,782	8,532,882	12,340,016	16,985,808	23,285,030	40,678,657	46,388,414	50,736,914	59,507,376	62,245,626	62,906,026
2024	2,084,444	25,312,444										

Rhonda West

From: Rhonda West
Sent: Tuesday, March 5, 2024 11:33 AM
To: Rhonda West
Subject: FW: [External] Request to host a MOTUS receiving station
Attachments: MOTUS Wildlife Tracking System.pdf

From: Ken <ken.r.sa.bc@gmail.com>
Sent: March 5, 2024 10:23 AM
To: Rob Niewenhuizen <rniewenhuizen@salmonarm.ca>
Subject: [External] Request to host a MOTUS receiving station

Hello Mr.Niewenhuizen,

I am writing on behalf of the Shuswap Naturalist Club to request the Council's approval for the club to install a MOTUS receiving station on city property.

A MOTUS station is deceptively simple looking. It will just be four antennas – looking like the old-fashioned TV antennas – and a small electrical box enclosing a tiny computer and radio receivers. However, it represents the leading-edge of wildlife research.

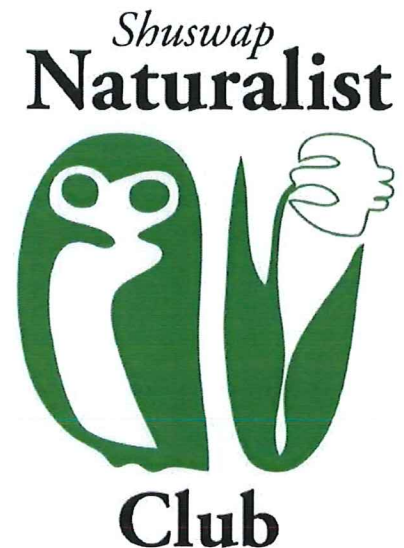
Around 200 years ago John James Audubon tied ribbons around the legs of Phoebes and proved the very same birds that had nested near his home returned the following year.

Now researchers can attach radio tags and see every time their subject is within range of a receiver. The newest radio tags are small enough that even dragonflies and bumblebees can be tracked.

The MOTUS network was started by Birds Canada and has evolved into a collaborative effort supported by Environment and Climate Change Canada, the US Fish and Wildlife Service and numerous Universities. The MOTUS network has grown from 430 receiving stations in 2016 to over 1500 in 34 countries today. While MOTUS provides the data collection and processing resources for the network, most of the receiving stations have been deployed and paid for as part of specific research projects. It is only recently that private groups (citizen scientists) have started to sponsor stations to extend the coverage of the network.

Anyone with a computer can log onto the MOTUS system to see what birds have been picked up by the receivers, and where those birds have traveled from. This information is important for researchers, but also of interest to bird watchers, teachers and their students and the general public. Recent research has proven that birds travel far more than anyone would ever have guessed.

Our part of the province has a huge gap in the monitoring system, the closest stations are Kamloops to the west, Vaseux Lake to the south, Williams Lake to the north and Invermere to the east.



Our club would like permission to set up a station - possibly at the wharf. The receivers can detect a bird up to sixteen kilometers away as long as nothing is in the way. Thus our primary requirement is for a location with an unobstructed view of the mud flats around the mouth of the Salmon River, also somewhere that vandals would have difficulty reaching. If we can access 120V power it would save the expense of using a solar panel and batteries to power the receiver. Not that the unit needs much power, it uses a standard USB charging cable just like a cell phone. The perfect location would also have a nearby internet connection. However, the unit can have a cellular modem installed if necessary.

Our club has been successful at raising the funds required for the project. We now just need to find a home for it. We are very appreciative that the city is funding half of the project costs through a Shuswap Community Foundation grant to our organization. This donation clearly reflects your support for the work, and we are now asking for an in-kind contribution of infrastructure to give us the best possible location for our equipment.

As you know, Salmon Arm is a destination for bird watchers around the world and information from the MOTUS system will raise the profile of our bay and encourage more visits from bird watchers.

Regards,

Ken Raynor

Hosting a Motus Wildlife Tracking System Station

Motus

**The Motus Wildlife Tracking System:
a collaborative research network to
track wildlife movement**

Motus is a collaborative global network of projects using automated radio telemetry to track small flying organisms (birds, bats, and insects). Motus collaborators primarily undertake research and education related to the ecology and conservation of migratory animals. The system enables the tracking of the smallest animals possible with high spatiotemporal precision at local, regional, and even hemispheric scales. This coordinated, altruistic coalition expands the scale and amplifies the impact of everyone's work, and optimizes the value for research and conservation.

Small radio tags are safely deployed on birds, bats, and insects.

Stations collect information from the tags.

All data are processed centrally and returned to collaborators and made visible to the public.

Tags: Battery Size Figure for the scale

A. Ontario

- Lake Huron
- Lake Ontario
- Lake Erie
- Silver-haired Bat
- Monarch Butterfly
- Black-capped Warbler

B. Europe

- Northern Wheatear
- Nathusius pipistrelle

Red Knot

Silver-haired Bat

Dancer

Northern Wheatear

BIRDS CANADA OISEAUX CANADA @BirdsCanada

For more information, go to <https://motus.org>

The Motus Wildlife Tracking System. Read the research paper at <http://www.ace-eco.org/vol12/iss1/art8/>.

Understanding the movement patterns of animals is an essential part of developing conservation strategies and implementing conservation actions where they are most needed. Migration ecology helps us determine where to direct limited resources, and the natural phenomenon of migration inspires and connects us across communities and continents in conservation and education. The Motus Wildlife Tracking System (*Motus* is Latin for movement) is a collaborative research network dedicated to studying the movement and behaviour of small flying animals. Motus is a program of Birds Canada, a non-profit organization dedicated to bird and habitat conservation, in partnership with many collaborating researchers and organizations. Motus uses coordinated automated radio-telemetry arrays with receiver stations distributed across the landscape that detect animals marked with uniquely coded radio-transmitters by various researchers.



A Red Knot is released carrying a radio-transmitter. The transmitter antenna can be seen extending from the back and over the tail of the bird. Photo: Yves Aubry

The biggest strength of Motus is its collaborative nature. Currently, it comprises over 1500 stations in 34 countries managed by over 1500 partners and collaborators. Over 37 000 animals have been tracked—mostly birds, but also bats and insects—and Motus data have been used in over 150 publications. The data are housed in Birds Canada's National Data Centre and presented to the public via the Motus website (www.motus.org).

Birds Canada collaborates with many partners who host Motus stations. Generally, Motus stations include antennas connected to receiver hardware, plus the infrastructure needed to elevate antennas and power the station. Stations that build off existing infrastructure and can access standard electric supply tend to be less expensive than freestanding towers that rely on solar power. The beauty of hosting a Motus station is that you can support many projects simultaneously, sometimes without even knowing, because the stations are designed to detect tagged animals across all projects that use Motus. One station could contribute to both a study of local movements of overwintering sparrows and a study of hemispheric shorebird migration, among others. Recent research using Motus has revealed the importance of stopover habitat in northern Colombia for migrating Gray-cheeked Thrushes and the negative impacts of neonicotinoid insecticides on White-crowned Sparrow body weight and migration.



Motus station antennas mounted on a tower bracketed to a building. Photo: Northeast Motus Collaboration

The Motus Wildlife Tracking System is one of the largest migratory animal conservation science initiatives in the world. Through its collaborative efforts and use of resources, Motus is well positioned to translate science into conservation action that maximizes benefits to highly mobile animals.

Hosting a Motus station

A Motus station can provide opportunities to be part of an international network studying the ecology and conservation of migratory animals. Motus can also offer educational opportunities for students from elementary to university. The structure of a Motus station can be flexible and adapted to meet the needs of the host and site, from temporary mini stations to long-term standalone pop-up towers to long-term building co-locations.

Parts specifications

Antennas: A mini-Motus station includes a single omnidirectional antenna (Maple Leaf J166R) that is a 1.39 m rod mounted vertically. A long-term Motus station can include two 5-element or 9-element Yagi antennas (Maple Leaf 5E166/Maple Leaf 9E166) and one or two 6-element Yagi antennas (Laird YS4306). The 5-element antennas are 1.91 m long, the 9-element antennas are

3.46 m long, and the 6-element antennas are 1.12 m long. These antennas will not transmit signals at any frequencies—they will simply monitor for animals in the area carrying tags that emit uniquely coded pulses. The omnidirectional, 5-element and 9-element antennas detect Lotek nanotags that transmit at 166.38 MHz and the 6-element antennas detect Cellular Tracking Technologies LifeTags that transmit at 434 MHz (approved frequencies).

Mounting structure: For temporary mini-Motus stations, the antenna is mounted on a painter's pole. For long-term stations, it could be a building co-location (preferred) where antennas are mounted on a mast attached to the side of a building or a railing, on a flat roof, or on other existing infrastructure at the site, or a standalone pop-up tower stabilized with guy lines. See below for photos of example Motus stations.

Receiver: Detections of tagged animals will be logged using a SensorStation receiver ([Cellular Tracking Technologies](#)). Antennas are connected to the receiver with coaxial cables. The receiver could be mounted outdoors on the mounting structure in a waterproof case or indoors. The SensorStation receiver plugs into standard 120V AC power supply and power consumption is approximately 5-10 W. Solar power is also an option. SensorStation receivers can connect to the 4G cell network or wifi to enable real-time data download to the Motus server, so that any data collected by the Motus station is then uploaded to the Motus website automatically and relatively quickly. If cell service or wifi is not available, data can be manually downloaded periodically.

Contact information

Amie MacDonald
Motus Coordinator, British Columbia
(506) 232-1219
amacdonald@birdscanada.org
<https://motus.org/>

Example photos of stations



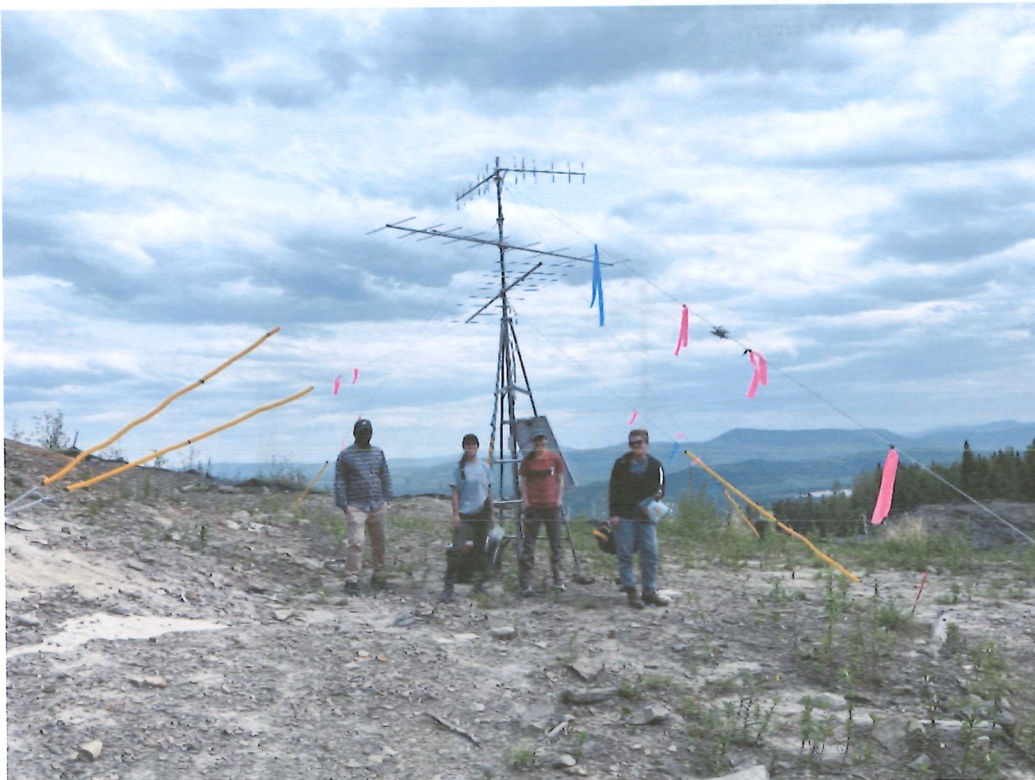
Temporary mini-Motus station along a river.



Motus station on the roof of the University of Northern British Columbia, Prince George, BC.



Motus station at Moberly Lake Elementary, Moberly Lake, BC.



Solar-powered pop-up tower Motus station at Portage Mountain, BC.



Motus station using a repurposed utility pole in the Pine Pass, BC.



Motus station at Mackenzie sewage lagoons, BC.

Rhonda West

From: Rhonda West
Sent: Wednesday, February 28, 2024 10:29 AM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: February 21, 2024 1:07 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 Corey

Last Name Miller

Address:

Return email address:

Subject: Over crowding

Body
The population of salmon arm is growing way to fast the homeless are becoming a problem when I moved here it was not like this please address this problem before it gets out of hand keep this town small and beautiful

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: Barb Puddifant
Sent: Monday, March 4, 2024 8:36 AM
To: Rhonda West
Subject: FW: [External] Proposed 10th Ave SE multi-use pathway

From: Mark Nelson [REDACTED]
Sent: Sunday, March 3, 2024 11:07 PM
To: Barb Puddifant <bpuddifant@salmonarm.ca>
Subject: [External] Proposed 10th Ave SE multi-use pathway

Dear Salmon Arm City Council

March 3, 2024

I am writing in regards to the planned active transportation multi-use pathway along 10th Avenue South East. I strongly approve of this project. For some years, I have often walked along the road shoulder of 10th Ave SE, between the intersection with 30th Street South East, and the Little Mountain Parking Lot on 10th Ave. It can be, depending on the level of traffic, a very enjoyable section of longer walks, given the plentiful tree cover, views of Fly Hills and Larch Hills, and the rural ambiance.

Unfortunately, it can also be somewhat stressful to walk there. That section of 10th Ave SE is rather hilly, ascending and descending significant elevations within short distances, which reduces visibility for both pedestrians and drivers, who frequently exceed the speed limit there. When walking there, I depend mostly on hearing to remain aware of traffic. This is particularly inconvenient as the road is bordered by steep slopes one side or the other for parts of this section. I have also noticed that there is relatively high pedestrian traffic along that section of 10th Ave, higher even than most nearby areas with sidewalks. The demand for a pathway is already there, especially with a connection to Little Mountain Park. These pedestrians, I have noticed, include less children, seniors, or dog-walkers than other sidewalks, indicating that it is not as safe as it should be. As such, I believe the addition of a multi-use pathway would help to significantly improve upon the presently lacking safety condition, and allow access to a wider amount of people who would be likely to walk there if a pathway was present.

Thank you for your consideration,

Mark Nelson
[REDACTED] Salmon Arm



COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
T: 250-832-8194 | F: 250-832-3375 | TF: 1-888-248-2773 | www.csr.d.bc.ca

February 29, 2024

Sent by email: justin.trudeau@parl.gc.ca

The Right Honourable Justin Trudeau, P.C., M.P.
Prime Minister of Canada

Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister:

Re: Call to Immediate Action to Prevent Invasive Mussels in BC

On behalf of the CSR D Board of Directors, I am writing to convey our concern over a matter that our Board has frequently discussed - a potential invasion of zebra or quagga mussels. The Okanagan Basin Water Board (OBWB) brought our attention to a recent federal government announcement indicating a potential reduction or cancellation of long-term funding that supports invasive mussel prevention strategies.

The absence of direct long-term federal funding designated to protect freshwater ecosystems from the threat of invasive mussels in Western Canada is a huge issue for our region. Coupled with the fact that other funding partners, such as BC Hydro and Fortis BC, are reducing their support adds to the devastating impact on the challenges to keep our freshwater bodies healthy and safe. The Province of BC's program requires this funding to fulfill its responsibility to monitor and prevent the threat of invasive mussels.

The CSR D Board strongly supports the OBWB in their call for immediate action which urges the federal government to provide immediate, long-term federal funding assistance for the Province of BC to support efforts to prevent invasive mussels. While some communities and agencies are pushing for an out of province moratorium on boats and watercraft, the CSR D Board feels this measure would have a negative impact on the regional tourism economy.

This request comes on the heels of our December 4, 2023 letter requesting federal and provincial support to have all crossings into BC monitored to proactively prevent the spread of mussels in BC, without unfavourable and significant impact to the tourism industry or local infrastructure. Not only is it important to monitor, but federal funding also allows the opportunity for inspection, education, and lake monitoring.

The Board recognizes the spread of mussels in BC would have a devastating and irreversible impact on BC's economy; prevention is viewed as the best and most cost-effective option. Given the confirmed finding that quagga mussels have been found in Idaho's Snake River, which feeds into the Columbia River in BC, it is important to accelerate the implementation of preventative measures before the consequences become disastrous and costly.

ELECTORAL AREAS

- A GOLDEN-COLUMBIA
- B REVELSTOKE-COLUMBIA

- C EAGLE BAY-WHITE LAKE-TAPPEN
- D FALKLAND-SALMON VALLEY

- E SICAMOUS-MALAKWA
- F NORTH SHUSWAP-SEYMOUR ARM
- G BLIND BAY-SORRENTO-NOTCH HILL

MUNICIPALITIES

- GOLDEN
- REVELSTOKE
- SALMON ARM
- SICAMOUS

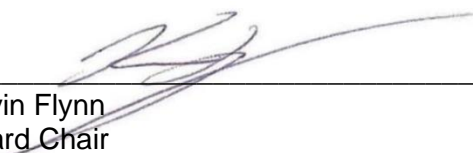
Meaningful federal involvement is necessary to supplement the involvement of provincial staff with decision-making, compliance, and enforcement authorities. Given the urgency of the situation, the CSRD trusts our request for funding is seriously considered; we also want to ensure continuous coordinated action between the federal and provincial governments, regional districts, and municipalities in BC to address the issues which impact the health of Canada's water systems.

We urgently request your Ministry's call-to-action and collaborative leadership in protecting and safeguarding the water resources in our region and invest in funding to support continued provincial work and protect BC's waters from invasive mussels.

Yours truly,

COLUMBIA SHUSWAP REGIONAL DISTRICT

Per:



Kevin Flynn
Board Chair

cc: Shuswap MLA Greg Kylo
North Okanagan Shuswap MP Mel Arnold
Adams Lake Indian Band
Skwlāx te Secwepemcúłecw
Neskonlith Indian Band
Splatsin
City of Salmon Arm
District of Sicamous
Shuswap Watershed Council
Okanagan Basin Water Board
Columbia Basin Trust
Columbia Shuswap Invasive Species Society
Thompson-Nicola Regional District
Regional District North Okanagan
Regional District of Okanagan-Similkameen
Regional District Central Okanagan
Thompson Okanagan Tourism Association
Shuswap Chambers of Commerce: Salmon Arm, Sicamous, South Shuswap, North Shuswap

February 23, 2024

City of Salmon Arm
Box 40
100 - 30 Street SE
Salmon Arm, BC V1E 4N2

RE: Invitation to the 2nd Annual Pellsqeqts Spring Winds Festival

Dear Mayor and Council,

On behalf of the Salmon Arm Folk Music Society, I would like to extend an invitation to you and the members of the council to join us at the Splatsin Community Centre for the 2nd Annual Pellsqeqts Spring Winds Festival on March 23, 2024, from 1:00 PM to 9:00 PM. This event promises to be a vibrant celebration of Indigenous culture, featuring Indigenous artists, food vendors and artisans.

The Pellsqeqts Spring Winds Festival is a unique and culturally rich event that highlights the diversity of Indigenous heritage in the Shuswap region. The festival was created by the talented Indigenous storyteller and knowledge keeper Kenthen Thomas who serves as a platform to highlight the beauty of Indigenous music, art, and culinary traditions.

In keeping with the spirit of diversity and community engagement, the Pellsqeqts Spring Winds Festival changes its venue each year, allowing us to explore different locations within the Shuswap. This not only creates a dynamic and ever-changing experience for attendees but also highlights the richness of our region's cultural tapestry. This year, we are excited to bring the festival to the Splatsin Community Centre, providing a beautiful venue for music enthusiasts and community members to come together.

Please let us know if you will be able to join us. We look forward to sharing this meaningful celebration of Indigenous culture with you and the Council.

Sincerely,

David Gonella

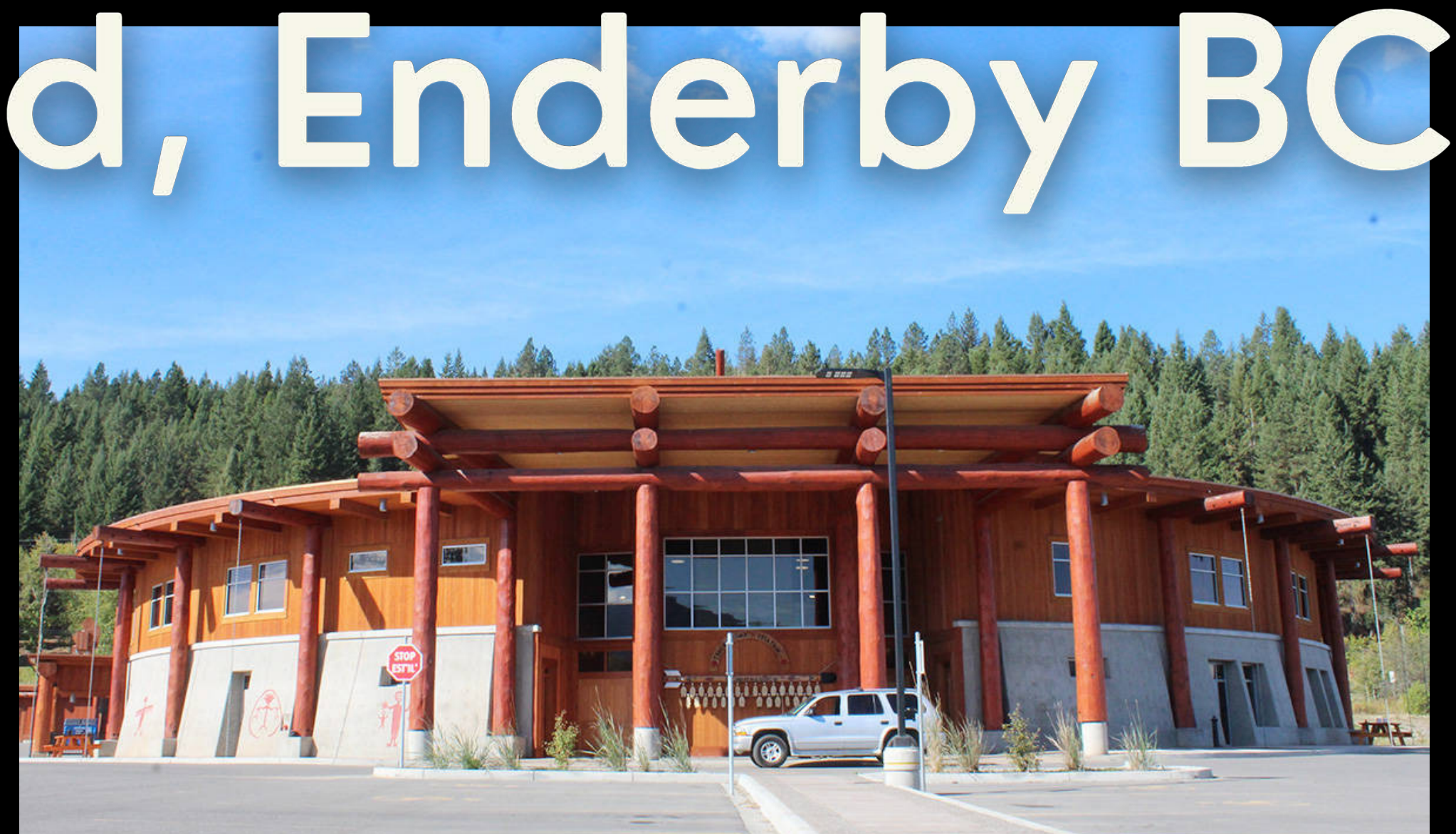
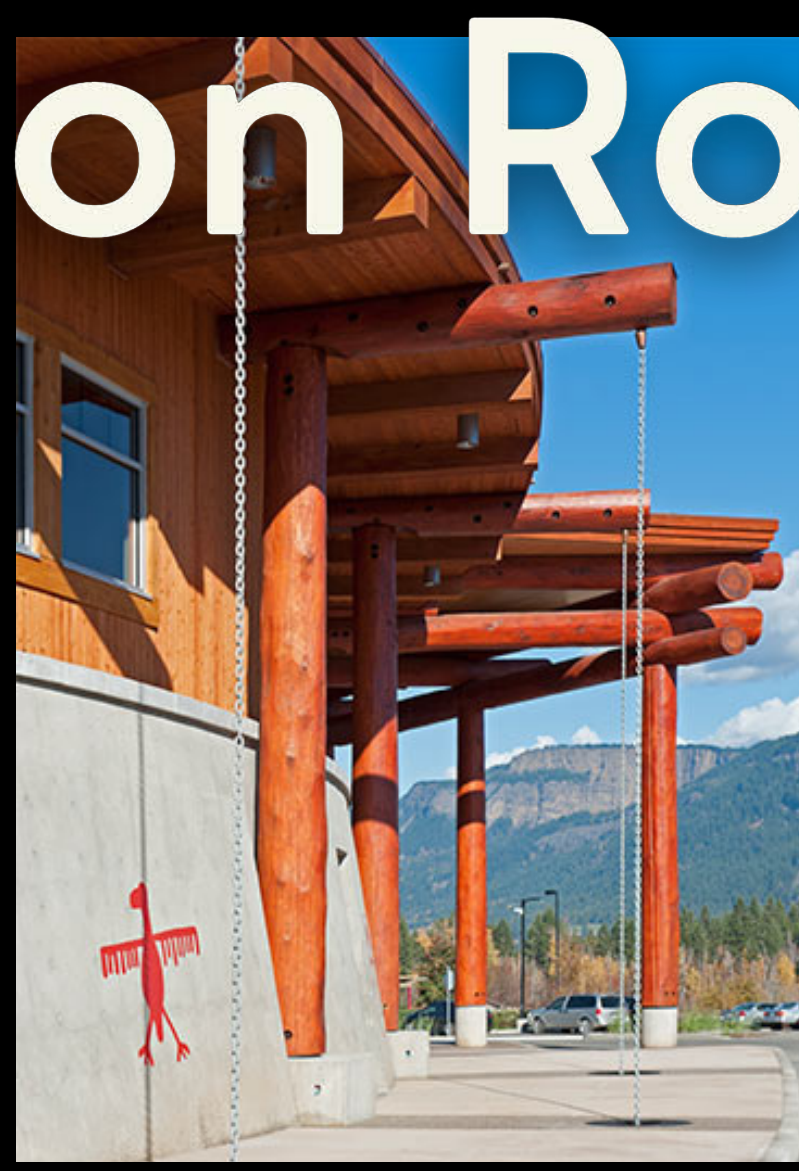


Salmon Arm Folk Music Society presents

PELLSQUESTS SPRING Winds 2024

Splatsin Centre

5767 Old Vernon Road, Enderby BC



SATURDAY MARCH 23, 2024 | 1 PM

EVERYONE INVITED | FREE ADMISSION
MUSIC | ARTISANS | FOOD TRUCKS | OPEN STICK GAMES

Local Talent from the Secwepmec and Sylix Nations

Donations to Splatsins Youth Group Encouraged



BEING DEADLY
CONWAY KOOTENAY

THE MELAWMEN
COLLECTIVE



ALL MY RELATIONS
POW WOW DANCE GROUP

DALLAS ARCAND



SABINA DENNIS

and many more!!!





February 22, 2024

Dear Mayor Alan Harrison and Council,

We have a wonderful update to share about the BC Farmers' Market Nutrition Coupon Program in Salmon Arm. This beloved program is truly making a difference in your community, along with over 100 others across BC. As you may know, this program exists through funding from the Province of British Columbia. For over a decade, BC Association of Farmers' Markets is proud to deliver the BC Farmers' Market Nutrition Coupon Program across the province.

In Salmon Arm

During the 2023 season **Shuswap Family Centre** provided lower-income pregnant persons, families, and seniors with coupons to purchase fresh fruits, vegetables, cheese, eggs, nuts, fish, meat, herbs, and honey directly from farmers at your local farmers' market.

These local residents redeemed **\$44,808** with local farmers at the **Downtown Salmon Arm's Farmer's Market**.

In fact, in **Salmon Arm** over **105** lower-income residents benefited from better access to local, fresh foods while connecting to their community.

At the same time, farmers in your community benefited from this additional income to sustain their farms. Our local food system is stronger.

Our Request To You

We encourage you to send a letter of gratitude and support to the BC Minister of Health, The Honourable Adrian Dix. Your support and feedback bolsters our goal of securing ongoing and expanded funding for the BC Farmers' Market Nutrition Coupon Program.

We look forward to working with your community again in 2024!

With gratitude,

Heather O'Hara
BCAFM Executive Director

Wylie Bystedt
Chair, BCAFM Board of Directors

BC Association of Farmers' Markets

208 - 1089 West Broadway Vancouver, BC V6H 1E5
604-734-9797 | bcfarmersmarkets.org | bcfarmersmarkettrail.com

RECEIVED

FEB 28 2024

CITY OF
SALMON ARM

Petition for Salmon Arm City Council

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 it's funding to UNRWA* in order to decrease the humanitarian suffering in Gaza and the West Bank.

PETITIONER'S FULL NAME (please PRINT)	RESIDENTIAL ADDRESS (incl POSTAL CODE)	PHONE NUMBER
GAYLE SUTHERLAND	1941 18 th AVE SE VIE 1N6 ^{SALMON ARM}	
Vi Anderson - Dragatz	Box 518 Sorrento BC V0E 2W8	
KIRSTEN BARL	2611 Auto Rd SE, Salmon Arm BC ^{V1E 2H5}	
DAVID LOTHBARDIS	1451 OKANAGAN, SALMON ARM	
Anne Waters	1351 16 th St. NE Salmon Arm	
Karen Beggs	2861-70 th St S.E. S.A.	
Erin Ruxton	719 Russell Ave, Fredericton V0E 1N1	
Erin Stodola	102-160 Lakeshore Dr. NE	
R Thomas Preston		
Sue Ghattas (Karios)	13920 Ponderosa Way	
Julie Bond	2390 4a Ave SE	
Miranda Melius	2830 16th Ave NE	
Nom Dickie		
Heidi Collins	4390 Lakeshore Rd NE	
Alex Wimmer	206-250-5 St SE	
Pat Anderson	47-111 HARONVIEW N.W. Salma	
J Madlung	#7-1611-10 Ave 2. SA. Arm	
Alex Breda		
Alyson Stone	2291 1 Ave SE Salma Ar	
Linna Zonkala	1951-12 St. S.E. ^{V1E 2R6} Salmon Arm	
Diane Johnson	201-720 3 St SW V1E 1V4	
KAT BRABY	7 350 HUDSON ^{Page 130 of 140}	
Bill & Hovvani Ellens	5100 14 th St NE Salmon Arm BC	

4/19

Petition for Salmon Arm City Council

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4. Urge the government of Canada to immediately reinstate and increase it's funding to UNRWA* in order to decrease the humanitarian suffering in Gaza and the West Bank.

PETITIONER'S FULL NAME (please PRINT)	RESIDENTIAL ADDRESS (incl POSTAL CODE)	PHONE NUMBER
Doreen Muir	24912 Powdermill Rd. Armstrong	
Andrea Lucrecia Martinez	Lakeshore Road NE 1390, Salmon Arm	
Carol McAndrew	661 10 Ave SE Salmon Arm	
DONALD L. RICHARDSON	2580 5 TH NE SALMON ARM	
Cathy Meakes	551 25 ST SE, Salmon Arm	
Eden Meakes	" " " "	
Amy Huppel	1261 4 th Ave SE Salmon Arm	
Brude Weicker	661-10 th AVE. SE, Salmon Arm	8971
Juanita Lynn Austin	790-9 th Ave. NE. Salmon Arm	
JAMES EDGAR MCCONNELL	790 9 AVE NE SALMON ARM	

SMALL CITY

SALMON ARM

SMALL CITY, BIG IDEAS

Bus Shelter Project Update

March 11, 2024

Project Summary

Over the past year, in consultation with Senior City Staff and the Public Works Staff, we have identified 18 glass bus shelters in Salmon Arm to create brand placemaking, prevent vandalism and provide relevant resources for those who use public transit. This project is a continuation of other signage related efforts to create vibrancy in the community. Today, we wish to share a project update!

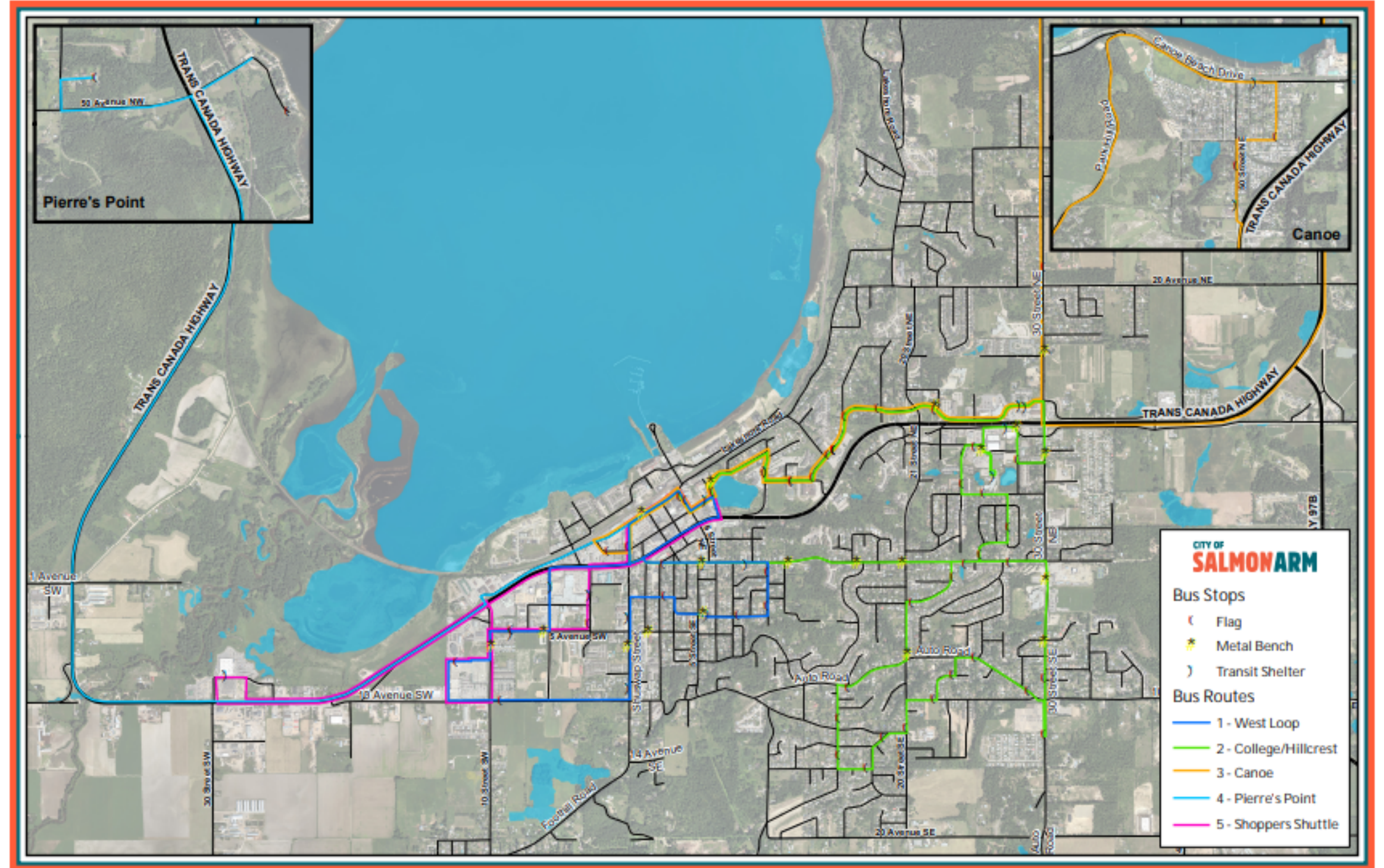


Design Considerations

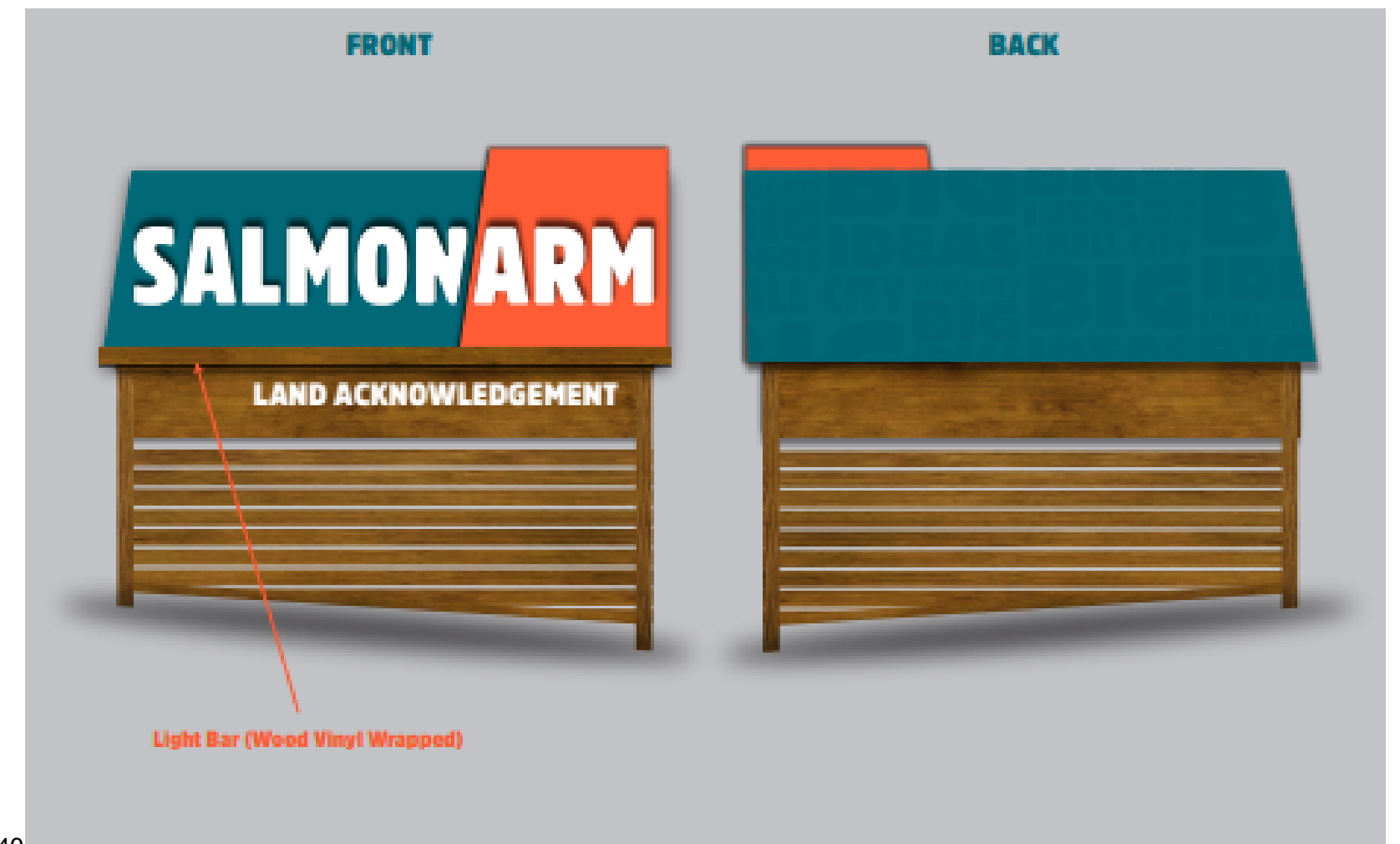
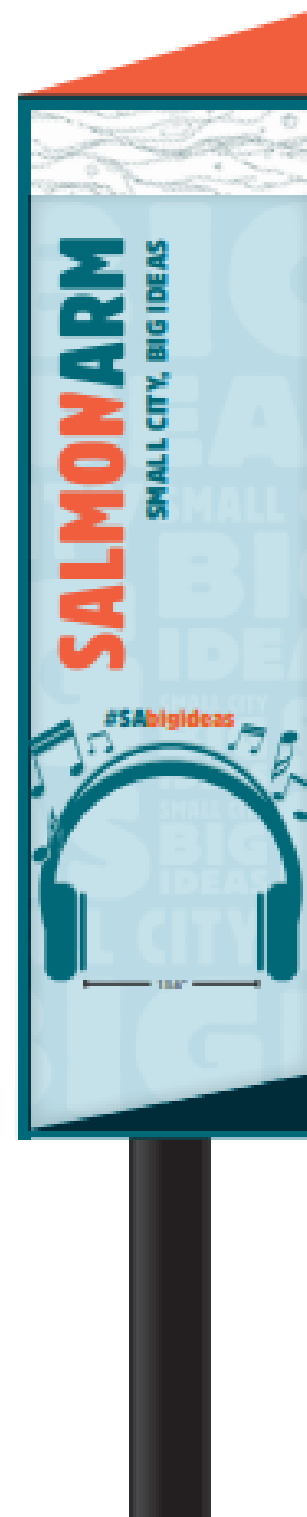
- 18 glass bus shelters
- Salmon Arm brand (incorporation of SCBI brand guidelines, fonts, colors, etc.)
- Include creative safety features such as “dots” in brand colors
- Vandalism proof materials or protective coating, placement of graphic wrapping to prevent vandalism
- No maintenance
- Priority to driver & user safety, minimal distraction, as signage will be alongside active roads and/or highways
- Use of durable materials/weatherproof
- Project to be completed in alignment with CERIP Grant
- Aligns with past signage projects
- Design is functional and attractive
- Priority to utilize local signage companies for project
- Ability to install by March 31, 2024
- No advertising

Bus Shelter Locations

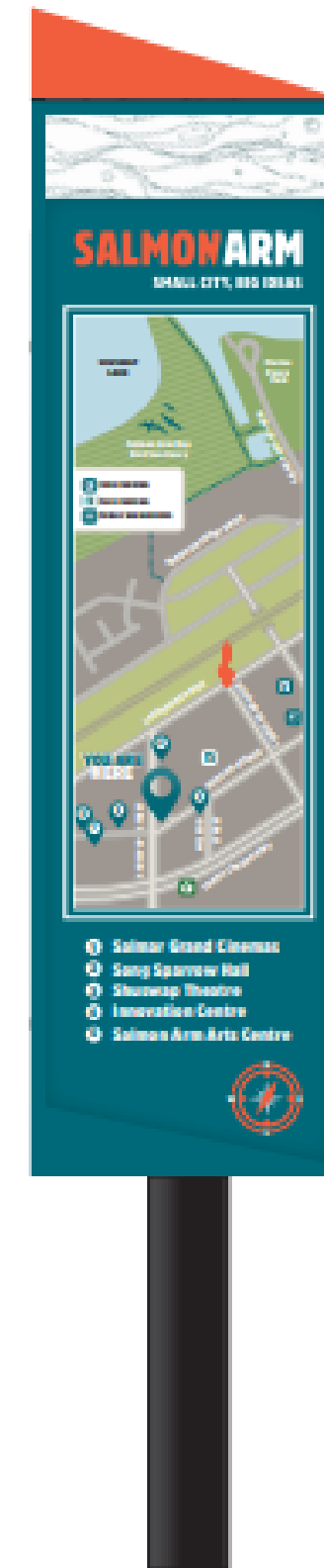
Using the bus shelter map, SAEDS staff took a “bus shelter tour” and visited all 18 glass shelters to better understand the backdrops, vegetation and location specifics.



Wordmark Design Alignment - Examples



Wordmark Design Alignment - Examples



Bus Shelter Graphic

SMALL CITY

SMALL CITY

SMALL CITY

SMALL CITY

BIG

BIG

BIG

BIG

IDEAS

IDEAS

IDEAS

IDEAS

L L C I T Y

Bus Shelter Graphic - Design Example

After many options & iterations of the design, we landed on the two best options.

Placing the wordmark on the back upper glass area only.

Scannable QR code resource for bus schedule (across from paper map).

Safety dots wrapping around front & sides.



Thank You!

Contact us if you have any questions!

250.833.0608

projects@saeds.ca