

City of Salmon Arm  
Regular Council Meeting

Tuesday, October 15, 2024, 1:00 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; (c) labour relations or other employee relations; (d) the security of the property of the municipality; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; of the *Community Charter*, Council move In-Camera.
3. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**  
*We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.*
4. **ADOPTION OF AGENDA**  
Motion for Consideration  
THAT: the Agenda be adopted as presented.
5. **DISCLOSURE OF INTEREST**
6. **CONFIRMATION OF MINUTES**
  - 6.1 Regular Council Meeting Minutes of September 9, 2024 8 - 14  
Motion for Consideration  
THAT: the Regular Council Meeting Minutes of September 9, 2024 be adopted as circulated.
7. **COMMITTEE REPORTS**
  - 7.1 Development and Planning Services Committee Meeting Minutes of October 7, 2024 15 - 19
  - 7.2 Environmental Advisory Committee Meeting Minutes of September 10, 2024 20 - 22
  - 7.3 OCP Steering Committee Meeting Minutes of September 10, 2024 23 - 24
  - 7.4 Airport Operations Committee Meeting Minutes of September 18, 2024 25 - 27

7.5	Greenways Liaison Committee Meeting Minutes of September 26, 2024	28 - 41
7.6	Environmental Advisory Committee Meeting Minutes of October 1, 2024	42 - 45
7.7	Active Transportation Advisory Committee Meeting Minutes of October 7, 2024	46 - 60
7.8	Community Heritage Commission Meeting Minutes of September 16, 2024	61 - 71
<b>8.</b>	<b>COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE</b>	<b>72 - 74</b>
<b>9.</b>	<b>STAFF REPORTS</b>	
9.1	General Manager, Shuswap Recreation Society – Postal Code Collection	75 - 78
9.2	Development Permit Application No. 458 Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 42481, Except Plan EPP126392 Civic: 1160 4 Avenue SW Owner: SA Valley Tire Ltd. / W. Laird Agent: W. Laird  <u>Motion for Consideration</u> THAT: Development Permit No. 458 be authorized for issuance for Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 42481, Except Plan EPP126392 in accordance drawings attached as Appendix 7.	79 - 93
9.3	Director of Engineering and Public Works – Lining of the Foreshore Sanitary Main - Phase 2 Construction Tender Award  <u>Motion for Consideration</u> THAT: the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$122,000 of additional funding to the Foreshore Sanitary Main – Phase 2 Construction project to be funded from the 4 Ave SW (TCH to 10 St SW) Construction Project;  AND THAT: Council approve the award of the Lining of the Foreshore Sanitary Main – Phase 2 Construction to Michels Canada Co. in accordance with the terms and conditions of the tender in the amount of \$1,459,963.59 plus taxes as applicable;  AND FURTHER THAT: Council authorizes a pre-approved contingency in the amount of \$146,000 (approximately 10%) to support the project.	94 - 96
9.4	Community Heritage Commission – Commission Member Applications  <u>Motion for Consideration</u> THAT: Council appoint one (1) member at large to the City of Salmon Arm Community Heritage Commission for a term ending August, 2025.	97 - 98
9.5	Manager of Roads & Parks - McGuire Lake Walkway Lighting - Memorandum of Understanding - Salmon Arm Daybreak Rotary Club  <u>Motion for Consideration</u> THAT: Council authorize the Mayor and Corporate Officer to execute the Memorandum of Understanding with Salmon Arm Daybreak Rotary Club for the funding agreement in relation to the McGuire Lake Walkway Lighting Project.	99 - 103
9.6	Manager of Utilities – Purchase Recommendation – Water Treatment Plant Generator  <u>Motion for Consideration</u> THAT: Council approve the purchase of the Water Treatment Plant Generator from Canada Power Generator Inc. for the quoted amount of \$134,996.42 plus	104 - 105



taxes, as applicable.

- 9.7 Director of Engineering & Public Works - Airport Appreciation Day – June 29, 2025 106 - 109  
Motion for Consideration  
THAT: the 2025 Budget include \$28,975.00 for the 2025 Airport Appreciation Day funded from the Airport Marketing and Promotion Reserve; with 75% of the gate revenue going to the Salmon Arm Flying Club and 25% to the City to mitigate expenses, subject to the City procuring adequate liability insurance.
- 9.8 Deputy Fire Chief – Community and Emergency Preparedness Fund – Volunteer and Composite Fire Departments Equipment and Training Grant 2024 110 - 111  
Motion for Consideration  
THAT: the 2024 Budget contained in the 2024-2028 Financial Plan Bylaw be amended to include \$40,000.00 for firefighting equipment and training (\$8,000.00 – 2 Thermal Cameras, \$10,000.00 for 4” hose, \$4,000.00 for radios and \$18,000.00 for Hazardous Material Response Training), funded from the Community Emergency Preparedness Grant;  
  
AND THAT: Council authorize submission of a grant application under the Community Emergency Preparedness Fund – Volunteer and Composite Fire Departments Equipment and Training in the amount of \$40,000.00.
- 9.9 Fire Chief – Firehall No. 2 Expansion Funding Request and Award 112 - 113  
Motion for Consideration  
THAT: the 2024 Budget contained in the 2024-2028 Financial Plan be amended to reflect additional funding for the expansion of Fire Hall No. 2 in the amount of \$211,000 which includes additional funds required to award the tender, contingencies, building permit, and engineering costs; reallocated from the Canada Community Building Fund (Community Works Fund);  
  
AND THAT: Council award the Fire Hall No. 2 Expansion project to 478868 BC Ltd o/a McDiarmid Construction in accordance with the tendered price in the amount of \$582,081.00 plus taxes as applicable.
- 10. INTRODUCTION OF BYLAWS**
- 10.1 Fire Chief - Fire Prevention and Fire Department Amendment Bylaw No. 4672 114 - 117  
Motion for Consideration  
THAT: the Bylaw entitled City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4672 be read a first, second and third time.
- 10.2 Chief Financial Officer - Permissive Tax Exemptions – New Applications - 2025 118 - 125  
Motion for Consideration  
THAT: Bylaw entitled City of Salmon Arm 2025 Permissive Tax Exemption Bylaw No. 4671 be read a first and second time.
- 11. RECONSIDERATION OF BYLAWS**
- 11.1 Zoning Amendment Bylaw No. 4615 (ZON-1279) 126 - 128  
950 30 Street SW & 3101 9 Avenue SW  
Owner: 406900 BC Ltd.  
Agent: Browne Johnson BC Land Surveyors (Melanie Howard)  
A-3 and C-3 to A-3, C-3 and C-4

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4615 be read a final time.

**12. CORRESPONDENCE**

12.1 Informational Correspondence

12.1.1	Calendar of Events	129 - 130
12.1.2	Building Department - Statistics (September) and Permits (Yearly)	131 - 132
12.1.3	J. Pickard, President, Salmon Arm Fish and Game Club - Letter dated August 19, 2024 - Request for Covered Archery Area	133 - 135
12.1.4	A. Hilbrander - Letter dated September 5, 2024 - Handicapped Parking	136 - 136
12.1.5	W. Badley - Email dated September 27, 2024 - Green burials	137 - 137
12.1.6	C. Iker, President, Shuswap Hospice Society - Letter dated September 26, 2024 - Green burials	138 - 139
12.1.7	G. Ness, Shuswap Association for Community Living - Letter dated September 17, 2024 - Transit bus stop	140 - 140
12.1.8	M. Cooperman, Salmon Arm NatureKids Club - Letter dated October 2, 2024 - Bat Hotel	141 - 142
12.1.9	J. and N. Sawada - letter dated September 24, 2024 - Proposed Roundabout at 5 Avenue and 10 Street SW	143 - 143
12.1.10	C. Watson, Executive Director, Salmon Arm Arts Centre - Letter dated October 10, 2024 - Request for support for annual Pride activities	144 - 146
12.1.11	M. Piciacchia, Manager Indigenous Relations and Government Affairs, CPKC - Email dated October 7, 2024 - Holiday Train	147 - 149
12.1.12	M. Goetz, Mayor of the City of Merritt - Letter dated September 25, 2024 - Delinquent Taxes	150 - 151
12.1.13	Grand Chief S. Phillip, Chief D. Tom, Chief M. Slett, Union of BC Indian Chiefs - Letter dated August 12, 2024 - UBCIC Resolution	152 - 156
12.1.14	T. Collins, Deputy Minister, Ministry of Housing - Letter dated October 8, 2024 - UBCM Convention	157 - 158
12.1.15	N. Mayhew, Deputy Minister, Ministry of Tourism, Arts, Culture and Sport - Letter dated October 7, 2024 - UBCM Convention	159 - 159

**13. NEW BUSINESS**

**14. PRESENTATIONS**

14.1	Presentation 4:00-4:15 (approximately) Shuswap Sport and Recreation Council	160 - 169
14.2	Presentation 4:15-4:30 (approximately) Salmon Arm Folk Music Society	170 - 181

**15. COUNCIL STATEMENTS**

**16. SALMON ARM SECONDARY YOUTH COUNCIL**

**17. NOTICE OF MOTION**

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

**19. OTHER BUSINESS**

- 19.1 Release from In-Camera  
THAT: Council direct staff to conduct a review of the Downtown Parking Commission and report back with recommendations for update to City of Salmon Arm Downtown Parking Commission Bylaw, 1989, No. 1844 by October 28, 2024.

**20. QUESTION AND ANSWER PERIOD**

7:00 PM: MEETING RESUMES

**21. DISCLOSURE OF INTEREST**

**22. PUBLIC INPUT - 2025 BUDGET**

- |       |  |           |
|-------|--|-----------|
| 22.1  | Notice of Public Budget Meeting  | 182 - 182 |
| 22.2  | R.J. Haney Heritage Village and Museum<br>Presenter: Norma Harisch, President<br>Request: Funding for tree maintenance, removal and ongoing tree maintenance                               | 183 - 184 |
| 22.3  | TechCrete Processors Ltd.<br>Presenter: Bill Laird<br>Request: Sanitary sewer service to 13 Avenue SW - Industrial Area (7 properties)   | 185 - 188 |
| 22.4  | Ivan Idzan<br>Presenter: Ivan Idzan<br>Request: Continuation/completion of Auto Road Sidewalk  | 189 - 193 |
| 22.5  | Salmon Arm Folk Music Society<br>Presenter: Toni Starkell, Administrative Services Manager<br>Request: Multi-year Funding  | 194 - 199 |
| 22.6  | Salmon Arm Citizens Patrol Society<br>Presenter: Paula Weir, President<br>Request: Grant in Aid for 2025   | 200 - 204 |
| 22.7  | Amy Vallarino<br>Presenter: Amy Vallarino<br><br>Request: Funding for William Baker Park (Canoe Ball Fields) for tree removal, slope stabilization, and for stadium lighting on ball field | 205 - 207 |
| 22.8  | Cedar Crescent Mobile Home Park (0852494 BC Ltd)<br>Presenter: Joanne Rowell-Wong, Manager<br>Request: Sanitary Sewer to Cedar Crescent Mobile Home Park                                   | 208 - 211 |
| 22.9  | Shuswap Sports and Leisure Society<br>Presenter: Stephanie O'Connor, Secretary<br>Request: Grant in Aid for 2025   | 212 - 214 |
| 22.10 | Salmon Arm and Shuswap Lake Agricultural Association<br>Presenter: Jim McEwan<br>Request: Grant in Aid for 2025  | 215 - 217 |
| 22.11 | Salmon Arm Bay Nature Enhancement Society<br>Presenter: Janet Aitken<br>Request: Grant in Aid for 2025   | 218 - 223 |

22.12	BC SPCA Presenter: Mairin Pybus-Keane Request: Grant in Aid for 2025	224 - 229
22.13	The Shuswap Family Expo Presenter: Missy Morrison and Taylor Bean Request: Stage, Sound System and technical support including set up for the 2025 Shuswap Family Expo	230 - 236
22.14	C. Day Presenter: C. Day Request: Construct a fully serviced dog park	237 - 247
22.15	C. Day Presenter: C. Day Request: Planning document for dog parks in the City	248 - 251
22.16	Ravonne Foulger and Daryl Archuk Presenter: Ravonne Foulger and Daryl Archuk Request: Parklet at the corner of 16 Street NE and 11 Avenue NE, landscaping and bench	252 - 256
22.17	Salmon Arm Mens Shed Presenter: Richard Anderson Request: Use of 31 Hudson Street NE	257 - 259

**23. HEARINGS**

23.1	Development Permit Application No. 455 Legal: Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527 Civic: 231 - 7 Street SE Owner: 438198BC Ltd. Agent: J. Purewal	260 - 289
------	---	-----------

Motion for Consideration

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 455 be authorized for issuance for Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527 in accordance with the site plan and elevation drawings attached as Appendix 6, 7 & 8 in the staff report dated October 7, 2024.

AND THAT: the following variances to provisions of Zoning Bylaw No. 2303 be approved as follows:

Section 10.4 – Maximum Height of the Principal Building – increase the height of the principal building from 15 m (49.2 ft) to 16 m (52.5 ft).

Section 4.12.1 (a) – Fences and Retaining Walls – increase the height of the retaining wall from 2 m (6.5 ft) to 4 m (13.1 ft).

AND THAT: a bylaw be prepared for Council’s consideration, adoption of which would authorize the City to enter into a housing agreement for market rental housing for Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527.

AND THAT: issuance of Development Permit No. 455 be withheld subject to:

- i. the Registration of a Land Title Act Section 219 Covenant; and

- ii. the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscape estimate.

23.2 Development Variance Permit Application No. 605  
Legal: Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283  
Civic: 3361 16 Avenue NE  
Owner: Daniel Folkman  
Agent: Owner

290 - 313

Motion for Consideration

THAT: Development Variance Permit No. 605 be authorized for issuance for Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283 to facilitate the construction of an Accessory Dwelling Unit by varying Zoning Bylaw No. 2303, as follows:

- i) Section 6.12.2 reducing the rear parcel line setback from 3.0 m to 1.4 m; and
- ii) Section 6.12.4 reducing the interior side parcel line setback from 2.0 m to 1.4 m

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

## REGULAR COUNCIL

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

September 9, 2024, 1:00 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 Engineering & Public Works R. Niewenhuizen  
Chief Financial Officer C. Van de Cappelle  
Director of Planning and Community Services G. Buxton  
Corporate Officer R. West  
Deputy Corporate Officer B. Puddifant

Other Staff Present: Engineer J. Wilson; Manager of Planning & Building M. Smyrl; Senior Planner C. Larson

---

#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

**Moved by:** Councillor Cannon  
**Seconded by:** Councillor Flynn

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; (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; (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.*

The meeting returned to Regular Session at 2:25 p.m. and recessed until 2:30 p.m.

**4. ADOPTION OF AGENDA**

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Gonella

THAT: the Agenda be adopted as presented with the addition of Item 14.1 - C. Simms, Executive Director, Interior Health - Update on Salmon Arm Health Services.

Carried Unanimously

**5. DISCLOSURE OF INTEREST**

**6. CONFIRMATION OF MINUTES**

6.1 Regular Council Meeting Minutes of August 26, 2024

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Gonella

THAT: the Regular Council Meeting Minutes of August 26, 2024 be adopted as circulated.

Carried Unanimously

**7. COMMITTEE REPORTS**

7.1 Development and Planning Services Committee Meeting Minutes of September 3, 2024

**8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

**9. STAFF REPORTS**

9.1 Corporate Officer – 2025 Council Meeting and Development and Planning Services Committee Meeting Schedule

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

THAT: Council approve the 2025 Council Meeting Schedule and the 2025 Development and Planning Services Committee Meeting Schedule, as attached to the staff report dated September 9, 2024.

Carried Unanimously

9.2 Chief Financial Officer – Annual Financial Audit Services (2024-2026)

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Gonella

THAT: BDO Canada LLP, Chartered Accountants, be appointed as the Municipal Auditor for the City of Salmon Arm for the fiscal year's ending 2024, 2025 and 2026;

AND THAT: Council award the Annual Financial Audit Services Contract to BDO Canada LLP for the fiscal year ending December 31, 2024 to the fiscal year ending December 31, 2026 for the following quoted prices plus taxes as applicable:

- 2024 - \$ 35,000.00
- 2025 - \$ 36,500.00
- 2026 - \$ 38,000.00

AND FURTHER THAT: Council authorize the Mayor and Corporate Officer to execute the contract for same.

Carried Unanimously

9.3 Director of Planning & Community Services – OCP Update and Phase 3 Update  
Councillor Wallace Richmond left the meeting at 3:12 p.m. and returned at 3:16 p.m.

For information.

9.4 City Engineer – Canoe Sanitary Extension – Local Area Service Request

Mayor Harrison left the meeting at 3:33 p.m. Councillor Wallace Richmond assumed the Chair.

Mayor Harrison returned to the meeting at 3:35 p.m. and resumed the Chair.

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Gonella

THAT: Council authorize staff to proceed with investigation and formal petition of LAS (external resources) to complete background work and professional review to facilitate the petitioners in creating a formal petition pursuant to Section 212 of the *Community Charter*;

AND THAT: a budget of \$25,000 be put forward in the 2025 budget to hire a consultant.

Opposed (4): Mayor Harrison, Councillor Flynn, Councillor Lavery, and Councillor Cannon

Defeated

9.5 City Engineer – 13 Avenue SW Sanitary Sewer Extension Request

Councillor Lindgren left the meeting at 3:52 p.m. and returned at 3:54 p.m.

For information.



**10. INTRODUCTION OF BYLAWS**

**11. RECONSIDERATION OF BYLAWS**

11.1 Zoning Amendment Bylaw No. 4669 (ZON-1297)

Legal: Strata Lots 1 to 38, Section 13, Township 20, Range 10, W6M, Plan K171  
Civic: Units 503 – 599 24 Street NE and 2207 - 2299 5 Avenue NE (Orchard  
Grove Gardens)  
Applicant: City of Salmon Arm

**Moved by:** Councillor Cannon  
**Seconded by:** Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4669 be read a final time.

Carried Unanimously

11.2 Zoning Amendment Bylaw No. 4670 (ZON-1284)

Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328  
Except Plans EPP17085 and EPP18478  
Civic: 2991 - 9 Avenue SW  
Owner: Salmon Arm Shopping Centres Ltd. And Calloway REIT (Salmon Arm)  
Inc.  
Agent: SmartCentres Management Services Inc. (Savard, B.)

**Moved by:** Councillor Cannon  
**Seconded by:** Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4670 be read a final time.

Carried Unanimously

11.3 Zoning Amendment Bylaw No. 4545 (ZON-1248)

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

**Moved by:** Councillor Wallace Richmond  
**Seconded by:** Councillor Cannon

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4545 be read a final time.

Carried Unanimously

**14. PRESENTATIONS**

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

C. Simms, Executive Director  
Clinical Operations North Okanagan & Emergency Services Network  
Interior Health: North Okanagan / Salmon Arm Health Services

C. Simms, Executive Director, A. Ponich, Director, Clinical Operations, SLGH and Dr. A. Howatt, Chief of Staff, SLGH, Interior Health provided an overview of Salmon Arm Health Services and were available to answer questions from Council.

## 12. CORRESPONDENCE

### 12.1 Informational Correspondence

12.1.4 D. Gecse, Teacher, Shuswap Middle School - Letter requesting Placement of Sea Can Storage Unit - 8 Avenue NE and 24 Street NE

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Gonella

THAT: Council authorize staff to work with the Shuswap Middle School to find an appropriate temporary location for the placement of a 20 foot storage container to store hockey equipment for players in the School District #83 SMS Hockey Class from September 16, 2024 to May 5, 2025, subject to the provision of adequate liability insurance.

Carried Unanimously

12.1.6 K. Belcher - Letter dated August 16, 2024 - Request for Bench

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Gonella

THAT: Council direct staff to refer the requester to the Shuswap Community Foundation for information relating to the Memorial Walkway program.

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

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

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; (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; (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

7:00 p.m. Meeting Resumes

**21. DISCLOSURE OF INTEREST**

Councillor Gonella was not in attendance for the evening session.

Councillor Lavery was not in attendance for the evening session.

**22. HEARINGS**

22.1 Development Permit Application No. 457

Legal: Lot 1, Sections 13 and 14, Township 20, Range 10, W6M, KDYD, Plan EPP136050

Civic: 981 – 12 Street SE

Owner: Terra Civis Inc.

Agent: Browne Johnson Land Surveyors

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

M. Mason, Browne Johnson Land Surveyors, the agent for the owner, was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 7:05 p.m. and the Motion was

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Cannon

THAT: Development Permit No. 457 be authorized for issuance for Lot 1, Sections 13 and 14, Township 20, Range 10, W6M, KDYD, Plan EPP136050 in accordance with the drawings dated June 11, 2024 and attached to this memorandum;

AND THAT: Development Permit No. 457 include the following variance to Zoning Bylaw No. 2303:

Section 4.12.1a – increase the maximum height of a retaining wall and fence in an interior yard from 2.0 metres (6.5 feet) to 2.6 metres (8 feet) in accordance with the attached drawings; and

Section 4.12.1b – increase the maximum height of a retaining wall in an exterior yard from 1.2 metres (3.9 feet) to 3.7 metres (12.1 feet) in accordance with the drawings attached as Appendix 7.

Carried Unanimously

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

There being no further business on the agenda, the meeting adjourned at 7:06 p.m.

---

CORPORATE OFFICER

---

MAYOR, A. HARRISON

## DEVELOPMENT AND PLANNING SERVICES

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

October 7, 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

ABSENT: Councillor S. Lindgren  
Councillor D. Gonella

STAFF PRESENT: Chief Administrative Officer E. Jackson  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Planning & Community Services G. Buxton  
Deputy Corporate Officer B. Puddifant  
Corporate Officer R. West  
Senior Planner C. Larson  
Manager of Planning & Building M. Smyrl  
Planner, M. Paiement  
Executive Assistant M. Evans-Bunkis

---

#### 1. CALL TO ORDER

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

#### 2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

#### 3. ADOPTION OF AGENDA

**Moved by:** Councillor Cannon  
**Seconded by:** Councillor Flynn

THAT: the Agenda be adopted as presented.

Carried Unanimously

**4. APPROVAL OF MINUTES**

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of September 3, 2024 be approved.

Carried Unanimously

**5. DISCLOSURE OF INTEREST**

**6. REPORTS**

6.1 Development Permit Application No. 455

Legal: Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527

Civic: 231 - 7 Street SE

Owner: 438198BC Ltd.

Agent: J. Purewal

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 455 be authorized for issuance for Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527 in accordance with the site plan and elevation drawings attached as Appendix 6, 7 & 8 in the staff report dated October 7, 2024.

AND THAT: the following variances to provisions of Zoning Bylaw No. 2303 be approved as follows:

Section 10.4 – Maximum Height of the Principal Building – increase the height of the principal building from 15 m (49.2 ft) to 16 m (52.5 ft).

Section 4.12.1 (a) – Fences and Retaining Walls – increase the height of the retaining wall from 2 m (6.5 ft) to 4 m (13.1 ft).

AND THAT: a bylaw be prepared for Council’s consideration, adoption of which would authorize the City to enter into a housing agreement for market rental housing for Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527.

AND THAT: issuance of Development Permit No. 455 be withheld subject to:

- i. the Registration of a Land Title Act Section 219 Covenant; and
- ii. the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscape estimate.

Carried Unanimously

6.2 Development Permit Application No. 458

Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 42481, Except Plan EPP126392  
Civic: 1160 4 Avenue SW  
Owner: SA Valley Tire Ltd. / W. Laird  
Agent: W. Laird

W. Laird, the agent, was available to answer questions from the Committee.

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 458 be authorized for issuance for Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 42481, Except Plan EPP126392 in accordance drawings attached as Appendix 7.

Carried Unanimously

6.3 Development Variance Permit Application No. 605

Legal: Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283  
Civic: 3361 16 Avenue NE  
Owner: Daniel Folkman  
Agent: Owner

D. Folkman, the applicant, outlined the application and was available to answer questions from the Committee.

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. 605 be authorized for issuance for Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283 to facilitate the construction of an Accessory Dwelling Unit by varying Zoning Bylaw No. 2303, as follows:

- i) Section 6.12.2 reducing the rear parcel line setback from 3.0 m to 1.4 m; and
- ii) Section 6.12.4 reducing the interior side parcel line setback from 2.0 m to 1.4 m

Carried Unanimously

6.4 Zoning Bylaw Amendment Application No. 1300

Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005 and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198  
Civic: 821 & 861 - 28 Street NE  
Owner: Fireside Electric Ltd., J. Thompson  
Agent: Crowne Pacific Development Corp. / B. Giese

B. Giese, Crowne Pacific Development Corp., the agent, was available to answer questions from the Committee.

**Moved by:** Councillor Lavery  
**Seconded by:** Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council’s consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005 and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198 from C-3 (Service Commercial) to C-6 (Tourist / Recreational Commercial);

AND THAT: final Reading of the Zoning Amendment Bylaw be withheld subject to:

- a. The consolidation of the subject parcels;
- b. The Registration of a Land Title Act Section 219 Covenant on the Title of the subject parcel restricting residential use to Rental Housing; and
- c. Ministry of Transportation and Infrastructure approval.

Carried Unanimously

6.5 Development Variance Permit No. 606

**(see Item 6.4 for Staff Report)**

Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005 and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198  
Civic: 821 & 861 28 Street NE  
Owner: Fireside Electric Ltd., J. Thompson  
Agent: Crowne Pacific Development Corp./B. Giese

B. Giese, Crowne Pacific Development Corp., the agent, was available to answer questions from the Committee.

**Moved by:** Councillor Flynn  
**Seconded by:** Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. 606 be authorized for issuance for Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12005 and Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 12198 subject to the final approval of Zoning Amendment Application No. 1300 to vary the provisions of Zoning Bylaw No. 2303 as follows and as shown in Appendix 10 attached to the Staff Report dated October 7, 2024:

Section 4.12.1a - increase the maximum height of a retaining wall and fence in an interior yard from 2.0 metres (6.5 feet) to 3.8 metres (12.5 feet); and



Section 20.5 - increase the maximum height of a principle building from 19 metres (62.3 feet) to 20 metres (65.62 feet) in accordance with the drawings attached to the Staff Report dated October 7, 2024.

Carried Unanimously

**7. FOR INFORMATION**

**8. IN-CAMERA**

**9. ADJOURNMENT**

There being no further business on the agenda, the meeting adjourned at 8:51 a.m.

---

MAYOR, A. HARRISON

## CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Room 100, at City Hall, 500 2 Avenue NE, Salmon Arm, BC and by virtual means on Tuesday, **September 10, 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 (could not participate due to technical issue)
Judith Benson	Salmon Arm Bay Nature Enhancement Society (SABNES)
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Luke Gubbels	Canoe Forest Products
Richard Wale	Salmon Arm Fish & Game Club
Hermann Bruns	Agricultural Industry
Alex Johnny	Adams Lake Indian Band
Sarah Johnson	Citizen at Large
Travis Elwood	School District No. 83
Ken Whitehead	Citizen at Large
Jennifer Wilson	City of Salmon Arm, City Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder
Michelle Evans-Bunkis	City of Salmon

### ABSENT:

Christina Thomas	Neskonlith Indian Band
Carmen Fennell	Citizen at Large

### GUESTS:

Chelie Elsom	Canoe Forest Products
Emily Murphy	Shuswap Climate Action
Erin Stodola	

### 1. Call to Order

The meeting was called to order at 2:32 p.m.

### 2. Introductions and Welcome

Julia Beatty entered the meeting at 2:35 p.m.

### 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.f) – Pileated Woods update and Item 8.g) – Little Mountain update

Moved: Richard Wale

Seconded: Luke Gubbels

THAT: the Environmental Advisory Committee Meeting Agenda of September 10 2024 be approved with addition.

CARRIED UNANIMOUSLY

**5. Approval of Minutes from June 11, 2024**

Moved: Pauline Waelti

Seconded: Julia Beatty

THAT: the Minutes of the Environmental Advisory Committee Meeting of June 11, 2024 be approved.

CARRIED UNANIMOUSLY

**6. Presentations**

**7. Old Business/Arising from Minutes**

**a) Education Plan for 2024 - working group update**

The working group did not meet over the summer and moving forward will now be focusing on anti-idling and water conservation campaigns. The information brochures for the Tree Protection Bylaw No. 4637 initiated by the Committee are available at City Hall.

Janet Pattinson left the meeting at 2:55 p.m.

Travis Elwood left the meeting at 3:00 p.m.

**8. New Business**

**a) Community GHG Emission Reduction targets - OCP**

Chris Larson provided an update on the draft of the City's Official Community Plan and outlined the process moving forward for public engagement. The Committee discussed GHG Emission reduction requirements and targets and how community targets are to be determined. The Committee provided comments and City staff were available for questions.

**b) Draft RFP for the Climate Action Plan**

Jenn Wilson provided an overview of the draft Request for Proposals for the Climate Resiliency Plan contingent upon receiving the Disaster Risk Reduction grant. The grant announcement is expected on September 30, 2024. If the City is successful, the Request for Proposals will be available to qualified proponents in October. Jenn Wilson and Chris Larson were available for questions from the Committee.

**c) Public Works Xeriscaping project update**

Jenn Wilson provided an update on the xeriscaping project at the City's Public Works facility. The plan for this project will be brought back to the Committee for input and comment and planting will take place in spring of 2025.

**f) Pileated Woods - update**

Luke Gubbels spoke regarding his involvement in the professional working group established at Council’s direction. This working group is working toward a strategic plan for the removal of danger trees in Pileated Woods. A plan of action will be determined and provided to Council for consideration.

**g) Little Mountain Park - update**

Councillor Lindgren provided an update on tree removal at Little Mountain Park and that the contractor for the City will be removing debris.

**d) City lighting - Subdivision and Development Servicing Bylaw No. 4293 - Section 8**

Deferred to next meeting

**e) Licensing for domestic cats**

Deferred to next meeting

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

**10. Next Meeting - October 1, 2024**

**11. Adjournment**

There being no further business, the Environmental Advisory Committee meeting of September 10, 2024 was adjourned.

The Meeting was adjourned at 3:58 p.m.

---

Councillor Sylvia Lindgren, Chair

Received for information by Council the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

## CITY OF SALMON ARM

Minutes of the **Official Community Plan Steering Committee** Meeting held in person in Council Chambers at City Hall and by virtual means on **Tuesday September 24, 2024** at 2:30 p.m.

### PRESENT:

Nicolas Harrison  
Julia Beatty  
Craig Newnes  
Tracey Kutscher

Joe Johnson  
Bill Laird  
Shannon Hecker  
Thomas Vicars

Jen Bellhouse  
Louise Wallace Richmond  
Janelle Rimell  
Teri Meikle

Aubree Jeffrey  
Regina Sadilkova

Morgan Paiement  
Michael Meyer (Modus)

Melinda Smyrl  
Kiera Vandeborne (Modus)

### ABSENT:

Howard McMillan  
Martha Wickett  
Gary Buxton

Mike Melin  
Alan Harrison  
Chris Larson

Sarah Nicolls  
David Knight

### GUESTS:

#### 1. **Call to Order**

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

#### 2. **Introductions and Welcome**

#### 3. **Acknowledgement of Traditional Territory**

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

#### 4. **Approval/changes/additions to Agenda**

The Agenda was approved by a consensus of the Committee members.

#### 5. **Approval of Minutes from Tuesday July 9, 2024**

The minutes were accepted as presented.

#### 6. **Presentations**

#### 7. **Old Business/Arising from Minutes**

#### 8. **New Business**

##### **a) Initial OCP Draft Review**

City staff provided a summary report of the Draft OCP.

Members requested clarification on Indigenous engagement and if the 94 Calls to Action will be integrated into each chapter. Staff noted First Nations engagement is ongoing and how that will appear in the next version of the OCP will be determined through the building of those relationships. It may be a single chapter or threaded throughout each section, it will be dependent on the engagement process.

SSMUH and servicing costs were highlighted as a concern missing from the draft OCP. Staff noted that this information will be in the Subdivision and Development Servicing Bylaw which is currently under review. Staff explained that where the OCP may address this information would be through the prioritization of Development Area A.

Members raised concerns about the lack of land designated for Low Density Residential and whether this reflects what was heard in the engagement process. Through engagement in Phase 2 we heard a desire for diverse housing options.

Members asked about the timeline for Phase 3 engagement and when they should provide their comments on the draft by. Modus replied that Phase 3 engagement will take place over approximately 5 weeks and will wrap up in mid-November.

Members wanted to commend staff for including GHG emission targets in the OCP.

**b) Phase 3 Review**

Modus staff provided a brief outline of the updated Phase 3 activities.

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

**10. Next Meeting**

No meeting was scheduled. Staff will set up a meeting at a later date as needed.

**11. Adjournment**

There being no further business, the Official Community Plan Steering Committee meeting of Tuesday September 24, 2024 was adjourned.

The Meeting was adjourned at 3:13 p.m.

\_\_\_\_\_  
Chair

Received for information by Council the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

## CITY OF SALMON ARM

Minutes of the **Shuswap Regional Airport Operations Committee** Meeting held in Room 100 at City Hall, Salmon Arm, BC on **Wednesday, September 18, 2024** at 3:00 p.m.

### PRESENT:

Steve Genn  
John McDermott  
Doug Pearce  
Jeremy Neufeld  
Jayden Blower  
Rob Niewenhuizen

Salmon Arm Flying Club  
Lakeland Ultralights/Hangar Owner  
Salmon Arm Flying Club  
RAP Attack  
Airport Manager  
City staff, Director of Engineering & Public Works

### ABSENT:

Louise Wallace Richmond  
Rhona Martin  
Mark Olson  
Darin Gerow  
Gord Newnes

City Councillor  
CSRD  
Plot/Hangar Owner  
City staff, Manager of Roads & Parks  
Pilot/Hangar Owner

The meeting was called to order at 3:00 p.m. chaired by Rob Niewenhuizen.

#### 1. **Introductions and Welcome**

#### 2. **Acknowledgement of Traditional Territory**

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

#### 3. **Approval of Agenda and Additional Items**

Moved: Jayden Blower

Seconded: Doug Pearce

THAT: the Shuswap Regional Airport Operations Committee Meeting Agenda of September 18, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

#### 4. **Approval of Minutes of June 19, 2024 Shuswap Regional Airport Operations Committee Meeting**

Moved: Jayden Blower

Seconded: Doug Pearce

THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of June 19, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

**5. Approval of Minutes of September 10, 2024 Shuswap Regional Airport Safety Committee Meeting**

Moved: Doug Pearce

Seconded: Jayden Blower

THAT: the minutes of the Shuswap Regional Airport Safety Committee Meeting of September 10, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

**6. Airport Managers Update**

- Fire season, very busy over the last month, heavy air traffic and fuel sales
- AWAS & PAPI inspections are complete.
- RWY 14-32 line making and painting is complete.
- Wildlife management plan is complete; Phyla Biological Consulting will submitted the final plan to the City for approval.
- City staff completed perimeter-fencing repairs.
- City staff completed asphalt patching in parking area
- Homeless situation; issues with encampment under the terminal building deck. RCMP were involved. Will continue to monitor the situation.
- Some trailers were camping/boon docking in the field adjacent to the terminal building. City Bylaw may need to be contact if this continues.
- General light and sign repairs
- Getting ready for Winter Operations
- Incident Report C-GGHB, no corrective action required.

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

- a) Wildlife Management Plan - review
- b) 2024 May 16-20 Skydiving Boogie Event – review

**8. New Business**

- a) 2025 Draft Budget Review
  - Rob Niewenhuizen provided an overview of the proposed draft budget

Moved: Doug Pearce

Seconded: John McDermott

THAT: the Airport Operations Committee supports the proposed 2025 Shuswap Regional Airport Budget as presented.



**8. New Business - continued**

- b) 2025 Shuswap Regional Airport & Emergency Expo, June 28<sup>th</sup>, 2025

Moved: Doug Pearce

Seconded: Jayden Blower

THAT: the Airport Operations Committee supports the proposed 2025 Shuswap Regional Airport & Emergency Expo to be held on June 28<sup>th</sup>, 2025

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

**10. Next meeting - November 20, 2024**

**11. Adjournment**

Moved: Doug Pearce

Seconded: Steve Genn

THAT: the Shuswap Regional Airport Operations Committee Meeting of September 18, 2024 be adjourned.

The meeting adjourned at 3:50 p.m.

---

Rob Niewenhuizen  
Director of Engineering & Public Works

Minutes received as information by Council  
on the            day of            , 2024

## CITY OF SALMON ARM

Minutes of the Greenways Liaison Committee (GLC) Meeting held online and in City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, (GoTo Meeting) on **Thursday, September 26, 2024** at 3:30 p.m.

### PRESENT:

Wanda Atcheson, Citizen at Large  
Mark Mason, Citizen at Large  
Keith Cox, Shuswap Trail Alliance  
Tim Lavery, Chair  
Janelle Rimell, Interior Health Representative  
Brian Browning, Shuswap Trail Alliance

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

### REGRETS:

Alan Bates, Citizen at Large

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

#### 1. Acknowledgement of Traditional Territory

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

#### 2. Introductions

#### 3. Presentations

#### 4. Approval of Agenda and Additional Items

Moved: Mark Mason

Seconded: Keith Cox

THAT: the Agenda of the Greenways Liaison Committee Meeting of September 26, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

**5. Approval of Minutes of Previous Greenways Liaison Committee Meeting**

Moved: Keith Cox

Seconded: Mark Mason

THAT: the minutes of the Greenways Liaison Committee Meeting of June 13, 2024 be approved as circulated.

CARRIED UNANIMOUSLY

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

Raven to Canoe greenways – deferred to next meeting.

**7. New Business**

• **2025 Budget – Projects**

A number of projects were discussed, noting that many projects identified by the Greenways Strategy have been completed and those remaining are increasingly more challenging. A number of projects were discussed, with a full list of recommendations requested for the next meeting, suggested for October 24.

• **Fire Smart Projects & Forest Health**

Ongoing projects at Little Mountain and Pileated Woods were noted, as well as various neighbourhood level projects.

• **West Bay Update**

An RFP has been awarded to ISL Engineering and Land Services, with the study to be initiated shortly and ongoing through 2025.

**8. Other Business &/or Updates**

• **STA Updates - Planning and Projects (Appendix 1)**

Project updates were discussed including completed projects and maintenance.

• **South Canoe Update**

Proposal for Corb’s Trail was reviewed, noting this is proposed for provincial lands within the South Canoe network (Appendix 2).

Recent 55+ Games event was noted positively, bringing visitors to the area.

• **Park Hill Update**

Report notes trails in good shape, with a Fall Work Party date to be determined.

- **SD 83 Trails**  
Survey work is done for the Jackson campus. Advancement of this project is subject to SD83 review of the stat right-of-way document. Staff to follow up with SD83 and MOTI.
- **Sunset Ridge Trail**  
Construction within City right-of-way is complete.
- **Foreshore Trail**  
SABNES is currently working on bird platforms.

It is expected that future discussion around the Foreshore Trail boardwalk on Natures Trust lands regarding maintenance and rehabilitation will be on a future agenda.

- **ATAC Update**  
The active 16 Ave NE MUP project were noted. The implementation of this plan is highly anticipated and the GLC notes expected positive outcomes. Escoter discussion was noted and a potential extension of the corridor to the new Cemetery Trails was mentioned.

9. **Next meeting - October 24, 2024**

10. **Adjournment**

Moved: Wanda Atcheson

Seconded: Keith Cox

THAT: the Greenways Liaison Committee Meeting of September 26, 2024 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:50 p.m.

\_\_\_\_\_  
Councillor T. L, Chair

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

## Shuswap Hut and Trail Alliance Society

PROJECT LIST as of September 13, 2024

**FILTERS USED :**

**Client In :** The City of Salmon Arm  
and **Project Status In :** Active

**Pending City of Salmon Arm Greenway Projects: 2024**

PROJECT	CLIENT - COMPANY\NAME	PARTNER	STA FUNDED	IN-KIND	STATUS
		FUNDING			
2408 - SA Spring Maintenance 2024	The City of Salmon Arm - Darin Gerow	\$	15,984.80		In-progress
2419 - Turner Creek Upper Pond	The City of Salmon Arm - Darin Gerow	\$	3,676.02		In-progress
2425 - Global Sigm Maintenece	The City of Salmon Arm - Darin Gerow	\$	5,375.99		In-progress
2437 - Foreshore (Raven) Trail Dog Monitoring	The City of Salmon Arm -	\$	2,500.00		In-progress
<b>2024 Pending Project Total</b>			<b>\$27,536.81</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Combined Total</b>			<b>\$27,536.81</b>		

**Additional Pending Projects of Note for Salmon Arm: 2024**

PROJECT	CLIENT - COMPANY\NAME	PARTNER	STA FUNDED	IN-KIND	STATUS	
		FUNDING				
2130 - Secwepemc Landmark Legacy Funds - Splatsin	Splatsin Development Corporation - Gabe Nava PMP	\$	1,918.98		In-progress	
2148 - Secwepemc Landmarks Concept-Phase 2-CERIP	CSRD - The Columbia Shuswap Regional District	\$	9,301.75		In-progress	
2152 - Secwepemc Landmarks Concept - Phase 2 - TOTA	CSRD - The Columbia Shuswap Regional District	\$	85,660.07		In-progress	
2158 - Secwepemc Landmarks Trailhead Posts Install	SASCU	\$	618.90		In-progress	
2257 - ALIB (Adams Lake Indian Band) Legacy Fund	Adams Lake Indian Band - Dave Nordquist	\$	1,800.83		In-progress	
2258 - Secwepemc Landmarks-Little Shuswap Legacy funds	Little Shuswap - Diana Thomas	\$	6,109.06		In-progress	
2318 - Secwepemc Landmarks/BC Hydro	BC Hydro				In-progress	
2354 - Rubberhead Jump Line	BCDDF - BC Destination Development Fund	\$	55,262.28		In-progress	
2406 - Larch Hills Non-Winter Advisory & Plan	STA - The Shuswap Trail Alliance		\$ 277.55	\$ 150.85	In-progress	
2407 - City of Salmon Arm - Planning (General) 2024	STA - The Shuswap Trail Alliance		\$ 3,751.90	\$ 1,738.96	In-progress	
2416 - South Canoe Upgrades/Planning/Voly-General 2024	STA - The Shuswap Trail Alliance	\$	2,500.00	\$ 6,551.83	\$ 10,850.39	In-progress

2416a - South Canoe Winter Grooming	STA - The Shuswap Trail Alliance		\$	823.80	\$	1,820.91	In-progress
2420 - Shuswap Regional Trail Strategy Roundtable 2024	STA - The Shuswap Trail Alliance	\$	4,200.07	\$	2,557.04	\$	815.28 In-progress
2421 - Rubberhead-General 2024	STA - The Shuswap Trail Alliance			\$	754.39	\$	3,784.20 In-progress
2421a - Rubberhead-General 2024	SCC - Shuswap Cycling Club	\$	871.91				
2421b - Rubberhead-General 2024	SCC - Shuswap Cycling Club	\$	3,899.45				
2422 - Salmon Arm OCP Steering Committee	STA - The Shuswap Trail Alliance			\$	654.36	\$	187.14
2438 - Salmon Arm - West Bay	STA - The Shuswap Trail Alliance	\$	315,660.00	\$	190.34	\$	54.46
2466 - SA Active Transportation Advisory Committee	STA - The Shuswap Trail Alliance			\$	131.51	\$	39.85 In-progress
MRDT 2024 - Online App & Website Updates	MRDT	\$	5,500.00	\$	1,207.55	\$	2,855.72 In-progress
MRDT 2024 - Trail Signage Replacement & Improvements	MRDT	\$	5,000.00				In-progress
MRDT 2024 - East Canoe Creek Trail Expansion Overview	MRDT	\$	5,000.00				In-progress

**2024 Additional Projects of Note Total**      **\$ 503,303.30**    **\$ 16,900.27**    **\$ 22,297.76**  
**Combined Value**      **\$ 542,501.33**

**Completed City of Salmon Arm Greenway and Projects of Note: 2024**

PROJECT	CLIENT - COMPANYNAME	PARTNER Funding	STA FUNDED	IN-KIND	STATUS
2418 - Sunset Ridge	The City of Salmon Arm - Darin Gerow	\$ 11,998.86			Complete
2433 - South Canoe Power Project	Tolko Log Haulers	\$ 8,000.00	\$ 2,271.71	\$ 23.26	Complete
MRDT 2401 - Trail System Readiness	MRDT	\$ 15,000.00	\$ 1,582.79	\$ 4,945.65	Complete

**2024 Completed Projects Total**      **\$34,998.86**    **\$3,854.50**    **\$4,968.91**  
**Combined Value**      **\$43,822.27**

**Total 2024 Project Combined Value**      **\$613,860.41**

# Corbs Trail Plan

Prepared by: Adrian Bostock  
The Shuswap Trail Alliance

Updated Version: 2024 09 06

**Purpose:** Corbs trail aims to have an overall grade of 6%-8%, This gradient ensures a smooth flow as riders navigate through the trail, maintaining a good pace while still allowing them to handle the twists, turns, and features of the trail with confidence by creating a balance between speed and control.

Corbs Trail is designed to offer a dynamic and varied riding experience. It features a combination of banked turns, jumps, berms, and rollers strategically placed along the route to enhance the flow and excitement.

**Background:** It is proposed that this trail is constructed in memorial of Mark Corbett by the Wild Fire Rap Attack based out of Salmon Arm BC. Mark Corbett was a long time member of the Rap Attack team as well as an avid mountain biker and Ski Guide.

The South Canoe Trail System is a recreational trail system located in the Shuswap region of British Columbia, Canada. It is made up of a network of trails that surround the Medford Forest Service Road on the southeastern corner of Salmon Arm and the lower western slopes of the Larch Hills. The lower trails are on City property, while the upper trails are on Crown Land and are part of a Woodlot license. The trails are used for a variety of activities, including hiking, mountain biking, equestrian riding, snowshoeing, Nordic skiing in the winter, and off-road vehicle use (ATVs, motorcycles) Medford Rd to access the Larch Hills Nordic Area. The trails are maintained by users, with support from the Shuswap Trail Alliance. The use of the network has increased in popularity over the past 20 years.

The protection of the East Canoe Creek Watershed and water intake is a top priority. To address this, the City of Salmon Arm and Interior Health conducted a study and management review to identify ways to protect the watershed. As a result, a plan was developed that includes measures such as drainage optimization, salvage harvesting, wildfire control, controlled logging, controlled recreation, and hydrogeology and flow monitoring. Additionally, the plan aims to minimize recreation in the area surrounding the Medford Dam intake. This plan was developed through engagement with various stakeholders, including local authorities and community groups.

Authorization for the South Canoe Trail Network is under Partnership Agreement No. PA14-DCO-004 Section 56 of the Forest and Range Practices Act and maintained in partnership with the Shuswap Trail Alliance. The South Canoe trails are managed by volunteer trail stewards through a local [Advisory Committee](#) under the Shuswap Trail Alliance, in partnership with the City of Salmon Arm and Recreation Sites and Trails BC. The Advisory includes representation from local resident trail users (Runners/hikers/cyclists/ equestrian/ORV), Fish & Game Club members, the Shuswap Trail Alliance, and City staff. It guides maintenance, signage, and trail planning in the area, and acts as a meeting point for interest groups including collaborative planning with local forestry licensees.

## Proposed scope of work:

A flow trail is a type of mountain biking trail that crafted to optimize the flow and rhythm of the ride, allowing riders to maintain momentum and enjoy a smooth and fluid descent, designed to accommodate a wide range of riders, from beginners to experienced riders. Flow trails features well-shaped berms (banked turns), rollers, jumps, which are strategically placed to maintain a continuous flow and momentum throughout the trail.

The surface of a flow trail is typically smooth and packed, minimizing bumps and obstacles that could disrupt the flow of the ride. The trail may incorporate natural elements like rocks and roots to add some technical challenge and maintain a connection with the surrounding environment.

### **Construction Standards: Type 3 Trail natural surface tread.**

All work to the RSTBC Draft Trail Standards 2021.

Characteristics:

#### Type 3 Trail Characteristics

- designed for Mountain Bike use
- Beginner to advanced user group
- roots and rocks removed from tread

Finish:

- mineral soil tread surface
- 5-8° out slope preferred
- backslope 30-45°
- tread width 1m – 1.5m
- tread is compacted
- clear height - 2.4m
- clear width - 2 - 3m

**Environmental Adaptive Trail Plan:** South Canoe Environmental Assessment 2010

**Consultations/Review:** First Nations Referral Process, Section 57 RSTBC Application, South Canoe Trail Advisory.

This trail is identified in the [South Canoe Trail Development Plan](#).

**Approvals/Notifications:** Authorization for the South Canoe Trail Network trail system is under managed under Partnership Agreement # PA22-DCO-004 with Recreation sites and Trails BC. Trail construction will be approved under Section 57 of the Forest and Range Practices Act

### **Shuswap Trail Design Standards**

The Shuswap Trails Design Manual is designed to maintain a consistent level of trail quality while creating a variety of options based on trail user's needs.

### **RSTBC Trail Standards**

Mountain bike trail maintenance activities on Recreation Sites and Trails BC (RSTBC ) administered trails are directed by the 'Authorizing Recreational Mountain Bike Trails on Provincial Crown Land, Operational Policy' dated May 2013. The policy references the Whistler Trail Standards (2003), Chapter 10 of the Forest Recreation Manual (last updated in 2000) and the International Mountain Bike Association (IMBA) Trail Solutions Guide to Building Sweet Single Track (2004).

### **RSTBC Sign Standards**

Signs are an important element of the Province's framework for risk management, and are used by RSTBC on recreational mountain bike trails to communicate risk and influence the movements, activities, and behaviour of trail users.



**Project Details**

Trail Name	Use	Trail length (m)	Trail Type	Trail Rating	elevation gain / loss	Grade	Trail PoC Coordinates		Trail PoT Coordinates	
							Lat	Long	Lat	Long
Upper KC	MTB	875	3	more difficulty	70	0.08	50° 41.748'N	119° 10.108'W	50° 41.787'N	119° 10.374'W

**Notes:**

Type 3 Trail Characteristics

- designed for regular use
- beginner to advanced user group
- roots and rocks removed from tread

**Finish:**

- mineral soil tread surface
- 5-8° outslope preferred
- backslope 30-45°
- tread width 50cm - 1m
- tread is compacted
- clear height - 2.4m
- clear width - 1.1 - 1.3m

**TOP VIEW**

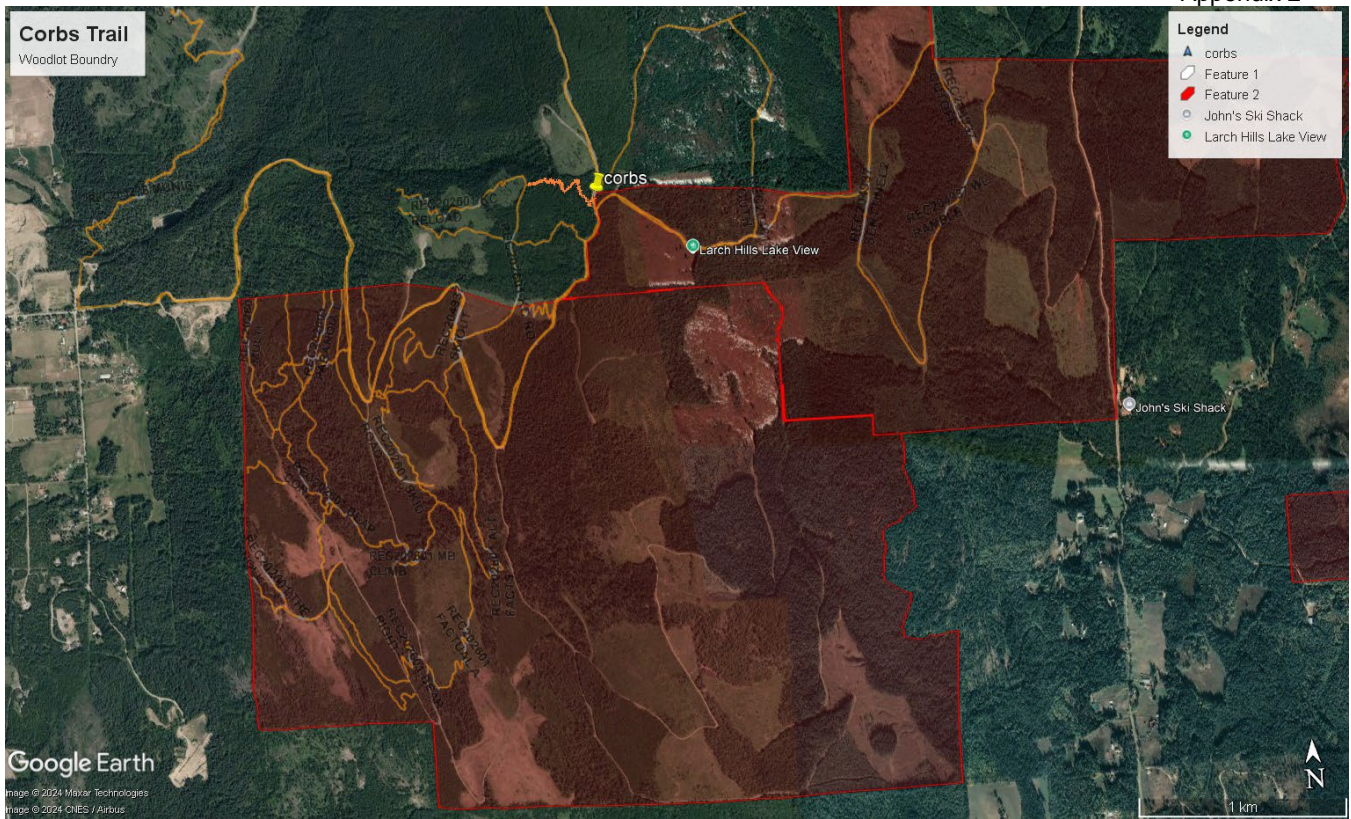
**SIDE VIEW**

**FRONT VIEW**

Off The Couch Events and Recreation for The Shuswap Hut and Trail Alliance	Drawn: JM	Type 3 Trail Design Standards
	Date: 02/13/08	
	A3	







Woodlot Boundary



Fresh Water Atlas





Old Growth Management



Ungulate Winter Range





Community Watershed

## Budget Estimates

<b>Corbs Hand Build</b>					
Project Costing Updated: 2024 09 19					
Item	Qty	Rate	per	Budget	Notes
<b>Project Management &amp; Technical</b>					
Project Coordination	19	\$61.20	hr	\$1,162.80	
<b>Project Management Total</b>	3%			<b>\$1,162.80</b>	
<b>Labour</b>					
Field Coordinator	175	\$46.74	hr	\$8,179.50	Feature Construction
Corridor Brushing	5	\$36.72	hr	\$183.60	inkind
Tread Construction	175	\$36.72	hr	\$6,426.00	inkind
Feature Constuction	350	\$36.72	hr	\$12,852.00	inkind
Sign Installation	2	\$36.72	hr	\$73.44	
<b>Labour Total</b>	83%			<b>\$27,714.54</b>	
<b>Administration</b>					
Bookkeeping		\$61.20	hr	\$0.00	
Insurance		\$20.00	day	\$0.00	
Other Expenses (Office) - GST PST Included				\$0.00	.2% x project budget
Workshop		\$72.00	day	\$0.00	
<b>Administration Total</b>	0%			<b>\$0.00</b>	
<b>Equipment</b>					
	<b>Build Out</b>	<b>19</b>	<b>days</b>		
Truck	380	\$0.68	km	\$258.40	
Power Tools (Chainsaw, brushsaw, hedge t	19	\$25.00	day	\$475.00	per saw (includes fuel)
Hand Tools - Daily	19	\$15.00	day	\$285.00	for hand tools (combined)
Safety - Daily	19	\$10.00	day	\$190.00	includes spill kit and PPEs
Field Phones (Cell) - Daily	38	\$3.50	day	\$133.00	per unit
<b>Equipment Total</b>	4%			<b>\$1,341.40</b>	
<b>Materials</b>					
Signs - Type 3 (6x6)	2	\$111.26	sign	\$222.52	based on one 6"x16" sign plate/post
<b>Materials Total</b>	1%			<b>\$222.52</b>	
<b>Additional Contracts</b>					
<b>Additional Contracts Total</b>	0%			<b>\$0.00</b>	
<b>Sub-Total</b>				<b>\$30,441.26</b>	
Contingency	10%			\$3,044.13	
MINUS GST - 50% rebate					MINUS GST - 50% rebate
<b>Project Total</b>				<b>\$33,485.39</b>	
	metres			budget cost/metre	
Overall Average cost/meter	875			\$38.27	

Corbs Machine Build					
Project Costing Updated: 2023 06 22					
Item	Qty	Rate	per	Budget	Notes
<b>Project Management &amp; Technical</b>					
Project Coordination	6	\$61.20	hr	\$367.20	
Sign Layout/Coordination: STA	1	\$61.20	hr	\$61.20	in-house layout and coordination
Travel - On Road	120	\$0.61	km	\$73.20	
<b>Project Management Total</b>	2%			<b>\$501.60</b>	MRDT SC master plan funding
<b>Labour</b>					
Field Coordinator	0	\$46.74	hr	\$0.00	
Corridor Brushing	5	\$36.72	hr	\$183.60	
Tread Construction	103	\$36.72	hr	\$3,782.16	inkind
Sign Installation	2	\$36.72	hr	\$73.44	
Labour: In-Kind Support		\$36.72	hr	\$0.00	
<b>Labour Total</b>	16%			<b>\$4,039.20</b>	
<b>Administration</b>					
Bookkeeping		\$61.20	hr	\$0.00	
Insurance		\$20.00	day	\$0.00	
Other Expenses (Office) - GST PST Included				\$0.00	.2% x project budget
Workshop		\$72.00	day	\$0.00	
<b>Administration Total</b>	0%			<b>\$0.00</b>	
<b>Equipment</b>					
	<b>Build Out</b>	<b>6</b>	<b>days</b>		
Truck	120	\$0.61	km	\$73.20	
Power Tools (Chainsaw, brushsaw, hedge t	6	\$25.00	day	\$150.00	per saw (includes fuel)
Hand Tools - Daily	6	\$15.00	day	\$90.00	for hand tools (combined)
Safety - Daily	6	\$10.00	day	\$60.00	includes spill kit and PPEs
Field Phones (Cell) - Daily	12	\$3.50	day	\$42.00	per unit
<b>Equipment Total</b>	2%			<b>\$415.20</b>	
<b>Materials</b>					
Signs - Type 3 (6x6)	2	\$111.26	sign	\$222.52	based on one 6"x16" sign plate/post
<b>Materials Total</b>	1%			<b>\$222.52</b>	
<b>Additional Contracts</b>					
Mini-Excavator (tread grubbing)	875	\$14.00	m	\$12,252.00	Estimates based on per meters costing. Funding needed
First Nations Review	1	\$5,000.00		\$5,000.00	If requested
<b>Additional Contracts Total</b>	70%			<b>\$17,252.00</b>	
<b>Sub-Total</b>				<b>\$22,430.52</b>	
Contingency	10%			\$2,243.05	
MINUS GST - 50% rebate					MINUS GST - 50% rebate
<b>Project Total</b>				<b>\$24,673.57</b>	
	metres			budget cost/metre	
Overall Average cost/meter	875			\$28.20	

## CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Room 100, at City Hall, 500 2 Avenue NE, Salmon Arm, BC and by virtual means on Tuesday, **October 1, 2024** at 2:30 p.m.

### PRESENT:

Councillor Tim Lavery	City of Salmon Arm
Julia Beatty	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Judith Benson	Salmon Arm Bay Nature Enhancement Society (SABNES)
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Richard Wale	Salmon Arm Fish & Game Club
Ken Whitehead	Citizen at Large
Emily Murphy	Canoe Forest Products
Carmen Fennell	Citizen at Large
Jen Wilson	City of Salmon Arm
Barb Puddifant	City of Salmon Arm
Michelle Evans-Bunkis	City of Salmon Arm, Recorder

### ABSENT:

Councillor Sylvia Lindgren	City of Salmon Arm
Hermann Bruns	Agricultural Industry
Alex Johnny	Adams Lake Indian Band
Sarah Johnson	Citizen at Large
Travis Elwood	School District No. 83
Christina Thomas	Neskonlith Indian Band

#### 4. **Appointment of Chairperson**

Councillor Tim Lavery nominated as meeting chairperson.

Moved: Julia Beatty

Seconded: Judith Benson

THAT: Councillor Tim Lavery shall act as Chairperson of the Environmental Advisory Committee Meeting on October 1, 2024.

CARRIED UNANIMOUSLY

#### 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.*



**5. Approval/changes/additions to Agenda**

Addition of item 7.b) Update on Pileated Woods

Addition of item 7.c) Climate Resiliency Plan Update

Moved: Janet Pattinson

Seconded: Carmen Fennell

THAT: the Environmental Advisory Committee Meeting Agenda of October 1, 2024 be approved with additions.

CARRIED UNANIMOUSLY

**5. Approval of Minutes from September 10, 2024**

Moved: Richard Wale

Seconded: Ken Whitehead

THAT: the Minutes of the Environmental Advisory Committee Meeting of September 10, 2024 be approved.

CARRIED UNANIMOUSLY

**6. Presentations**

No presentations

**7. Old Business/Arising from Minutes**

**a) Education Plan for 2024 - working group update**

No meetings have taken place for this working group as of yet. Janet Pattinson will work towards bringing an update to the next EAC meeting.

**b) Pileated Woods - update**

Jennifer Wilson confirmed that the request for quotes has now been closed and submissions are being reviewed – staff will award the contract, given the price point. An on-site walk-through will be scheduled with the successful contractor. An update will come forward to the next EAC meeting.

**c) Climate Resiliency Plan - update**

Jennifer Wilson announced that the grant application submitted for this project was approved. Staff are moving forward with a higher scope project plan now that funding has been confirmed. It is anticipated that the Request for Proposals will be posted in approximately 4 weeks. Staff will provide an update to Council. The Committee discussed sharing updates via social media.

A citizen advisory committee was suggested - Jennifer Wilson confirmed that there are plans to engage the community in a couple of different ways.

**8. New Business**

**a) City lighting - Subdivision and Development Servicing Bylaw No. 4293 - Section 8**

Concerns were raised about city lights causing light pollution, confusing migratory birds and affecting animals at night. Jennifer Wilson confirmed that all city street lights had recently been switched to “night-sky friendly” LED bulbs, and commented that while Subdivision and Development Services Bylaw No. 4293 applies to public lights, there are no bylaws for lights on private property. Suggestions included potentially adding timers or motion sensors to some lights in the city where appropriate.

The committee agreed to table this conversation until the next meeting.

**b) Licensing for domestic cats**

Janet Pattinson spoke about complaints she has heard from citizens and organizations in town. The City of Saskatoon’s bylaw 7860 was offered as an example of successful licensing for cats. Concerns were raised around resourcing and additional costs that could be incurred with an updated bylaw such as this, including efforts by City Hall staff and Bylaw Officer time.

Moved: Janet Pattinson

Seconded: Julia Beatty

THAT: the committee recommends to Council that the Pound and Animal Control Bylaw #2398 be revised to include cats and other domestic animals.

CARRIED UNANIMOUSLY

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

**10. Next Meeting** - November 5, 2024

**11. Adjournment**

Moved: Pauline Waelti

Seconded: Carmen Fennell

THAT: the Environmental Advocacy Committee meeting of October 1, 2024 adjourn.

CARRIED UNANIMOUSLY

The Meeting was adjourned at 3:37 p.m.

\_\_\_\_\_, Chair

Received for information by Council the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

## CITY OF SALMON ARM

Minutes of the Meeting of the **Active Transportation Advisory Committee** held by electronic means on Monday, **October 7, 2024** at 10:00 a.m.

### PRESENT:

Councillor Tim Lavery	City of Salmon Arm, Chair
Camilla Papadimitropoulos	Citizen at Large
Blake Lawson	Citizen at Large
Tim Kubash	Citizen at Large
Brian Browning	Citizen at Large
Jenn Bellhouse	Shuswap Tail Alliance
David Major	Shuswap Cycling Club
Marianne VanBuskirk	School District No. 83
Jenn Wilson	City of Salmon Arm, City Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Brian Browning	Citizen at Large
Barb Puddifant	City of Salmon Arm
Michelle Evans-Bunkis	City of Salmon Arm, Recorder

### ABSENT:

Craig Newnes	Downtown Salmon Arm
Lana Fitt	Salmon Arm Economic Development Society
Janelle Rimell	Interior Health

### GUESTS:

Adrian Bostock	Shuswap Cycling Club
Mayor Alan Harrison	City of Salmon Arm
Councillor Debbie Cannon	City of Salmon Arm
Cameron Noonan	City of Kelowna, Transportation Planner

The meeting was called to order at 10:00 a.m.

#### 1. **Call to Order, Introductions and Welcome**

Councillor Lavery introduced Michelle Evans-Bunkis, Executive Assistant. Michelle will serve as administrative support for this and other committees going forward.

#### 2. **Acknowledgement of Traditional Territory**

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

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

Moved: Camilla Papadimitropoulos

Seconded: Blake Lawson

THAT: the Agenda for the October 7, 2024 Active Transportation Advisory Committee was approved with addition.

CARRIED UNANIMOUSLY

**4. Approval of minutes**

Moved: David Major

Seconded: Camilla Papadimitropoulos

THAT: the Minutes of the May 13, 2024 Meeting of the Active Transportation Advisory Committee be approved as circulated.

CARRIED UNANIMOUSLY

**5. Presentations**

Cameron Noonan – Transportation Planner with Kelowna’s Shared bikes and e-scooters implementation

Kelowna rolled out their Micromobility Program, including privately owned and shared e-scooters, in Spring of 2021. Cameron Noonan shared a PowerPoint presentation and received questions from committee members. Conversations included statistics on their ridership demographic, safety, the RFP process and collaborating with the operator, staff resourcing and reductions in congestion/emissions.

Cameron Noonan left the meeting at 10:55.

Mayor Alan Harrison left the meeting at 10:55.

Councillor Debbie Cannon left the meeting at 10:57.

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

a) 20 Year AT Work Plan – Update

The committee agreed to defer this item to the first meeting in 2025.

b) E-Scooter Pilot Program – Next steps

The committee expressed interest in having another information session, similar to the presentation from Cameron Noonan today. It would be valuable to speak with others from cities that are similar to Salmon Arm, both in size and topography. Councillor Lavery will extend another invitation to the City of Vernon to join a future ATAC meeting to speak about their experience.

This item will be added to the first meeting in 2025 for further conversation.

**7. New Business**

a) Budget 2025

A budget 2025 working group was formed – members include Councillor Lavery, Brian Browning, Jenn Bellhouse and Adrian Bostock. Councillor Lavery will schedule a meeting for the working group over the next couple of weeks. The working group will bring suggestions back to the ATAC meeting on November 4, 2024, to prepare recommendations to Council.

b) Vision Zero

Jenn Wilson noted that the planning department staff are preparing to apply for Road Safety grants with some applications for the City already in mind.

More information on this grant will be brought forward to the meeting on November 4, 2024, to prepare a recommendation to Council.

c) MUP Completion (RCMP to JL Jackson): Ideas to celebrate completion?

The project is scheduled for completion in mid-November. Councillor Lavery suggested that a celebration is in order, given the amount of time and effort from city staff, committee members and other involved parties. Councillor Lavery will send out possible date options to invite others to join us as we use the completed trail together. Marianne VanBuskirk will liaise with the Principal and Vice Principal at Jackson to extend the invitation to their students and staff.

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

**9. Next Meeting**

The next meeting of the Active Transportation Advisory Committee will be November 4, 2024.

**11. Adjournment**

Moved: Camilla Papadimitropoulos

Seconded: Tim Kubash

THAT: the October 7, 2024 meeting of the Active Transportation Advisory Committee be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:22 a.m.

---

Councillor Tim Lavery, Chair

Received for information by Council the 8 day of October, 2024.



# Kelowna's Micromobility Program

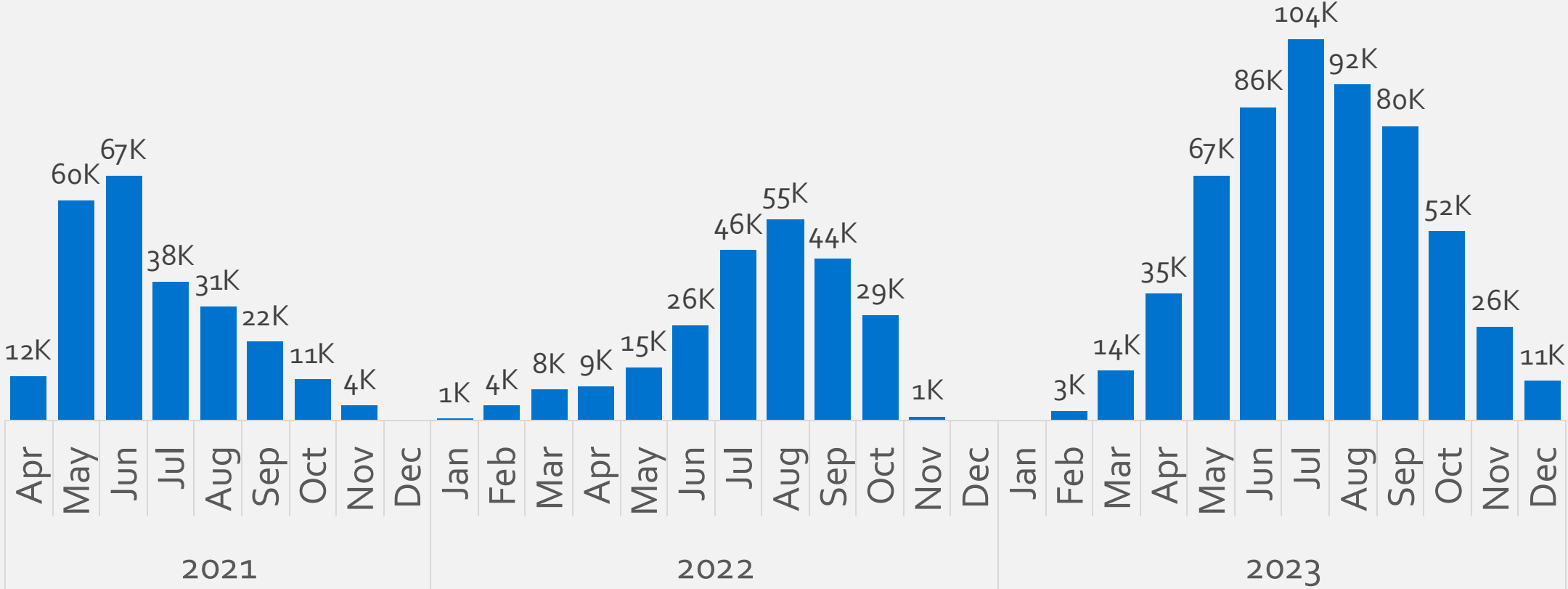
October 7<sup>th</sup>, 2024



# Ridership

Over one million trips have been made on shared micromobility in Kelowna

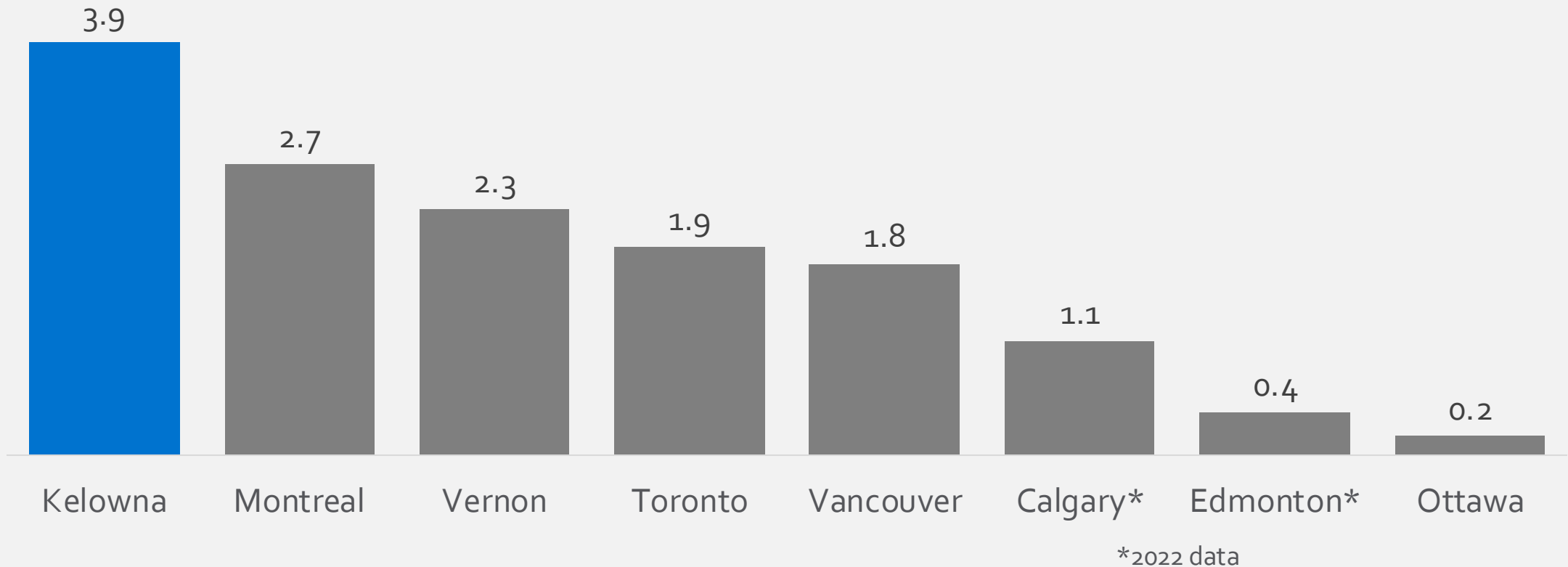
Monthly trips on shared e-scooters and e-bikes, in thousands



# Ridership

## Kelowna's per capita ridership is one of the highest in Canada

Per capita ridership of Canadian micromobility systems, based on municipal population



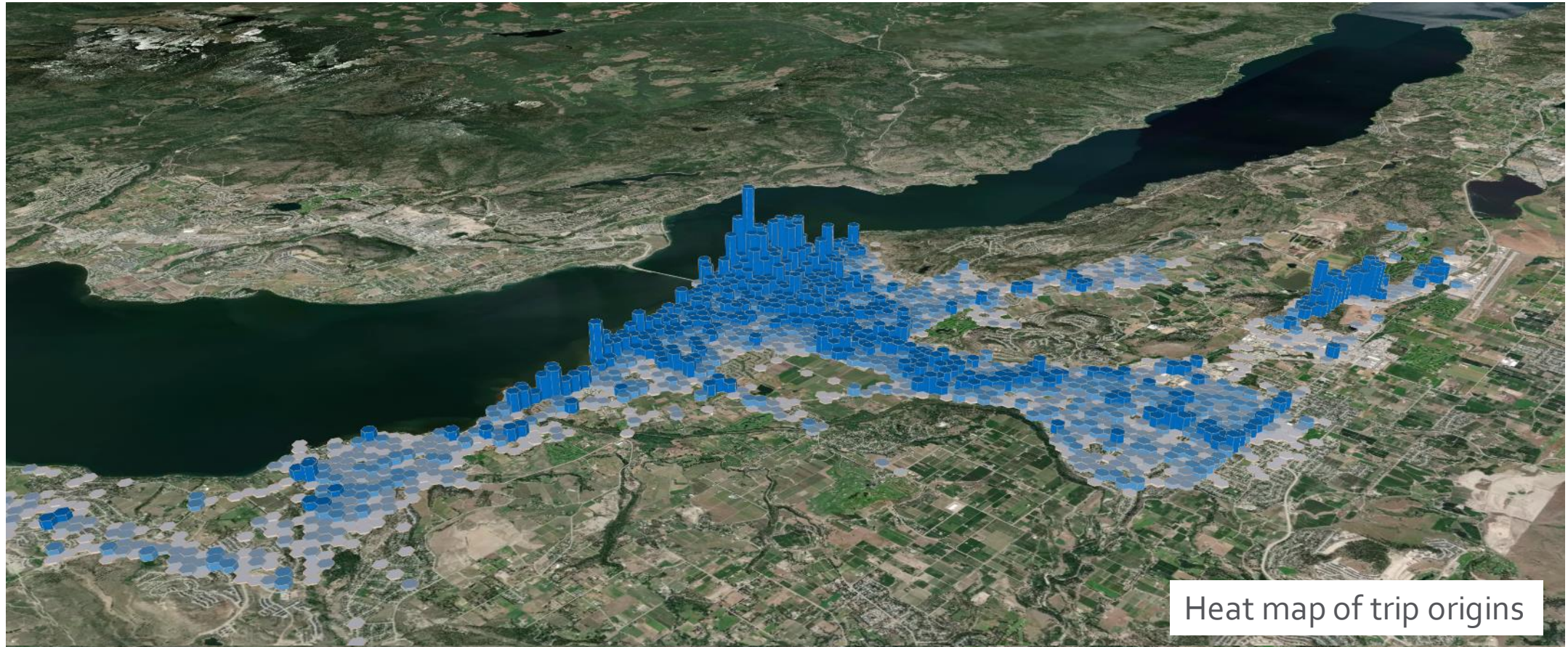
# Increasing transportation options



- ▶ Average trip is 2km
  - ▶ A lengthy walk
  - ▶ Too short for transit or ride-hail
- ▶ 60% of trips happen outside Downtown
- ▶ Ridership in Rutland up 400%



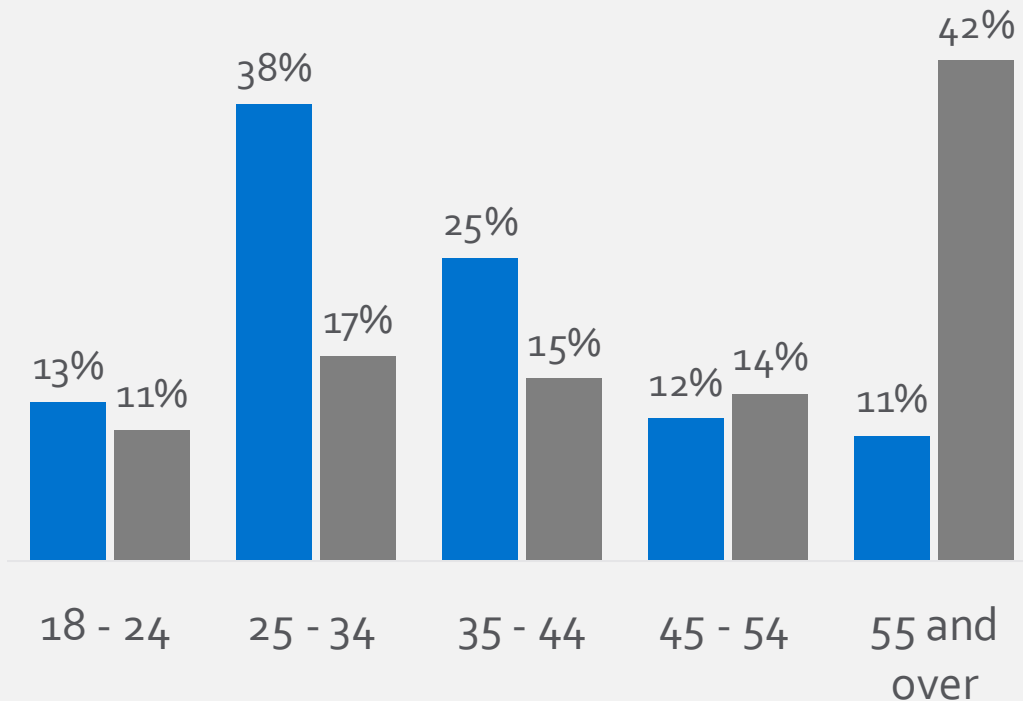
# More **trips** throughout the city



Heat map of trip origins

# Demographics

Younger residents use micromobility more often  
Age of **riders** compared to all residents



- ▶ 70% of riders are Central Okanagan residents

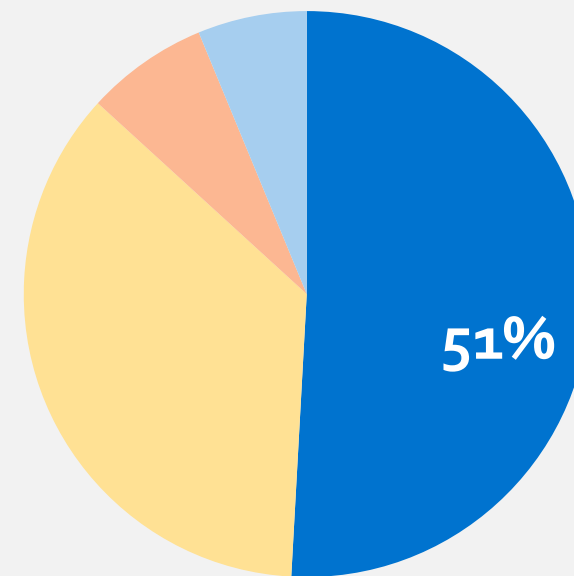
- ▶ 86% of people who have ridden e-scooters support continuing program
  - ▶ Consistent across demographic groups

# Reducing congestion and emissions

- ▶ 51% of trips replace driving
- ▶ Most popular in summer, when pressure on our road network is highest
- ▶ Prevented ~900,000 km of driving in Kelowna

"If e-bikes and e-scooters weren't available, how would you have gotten to your destination?"

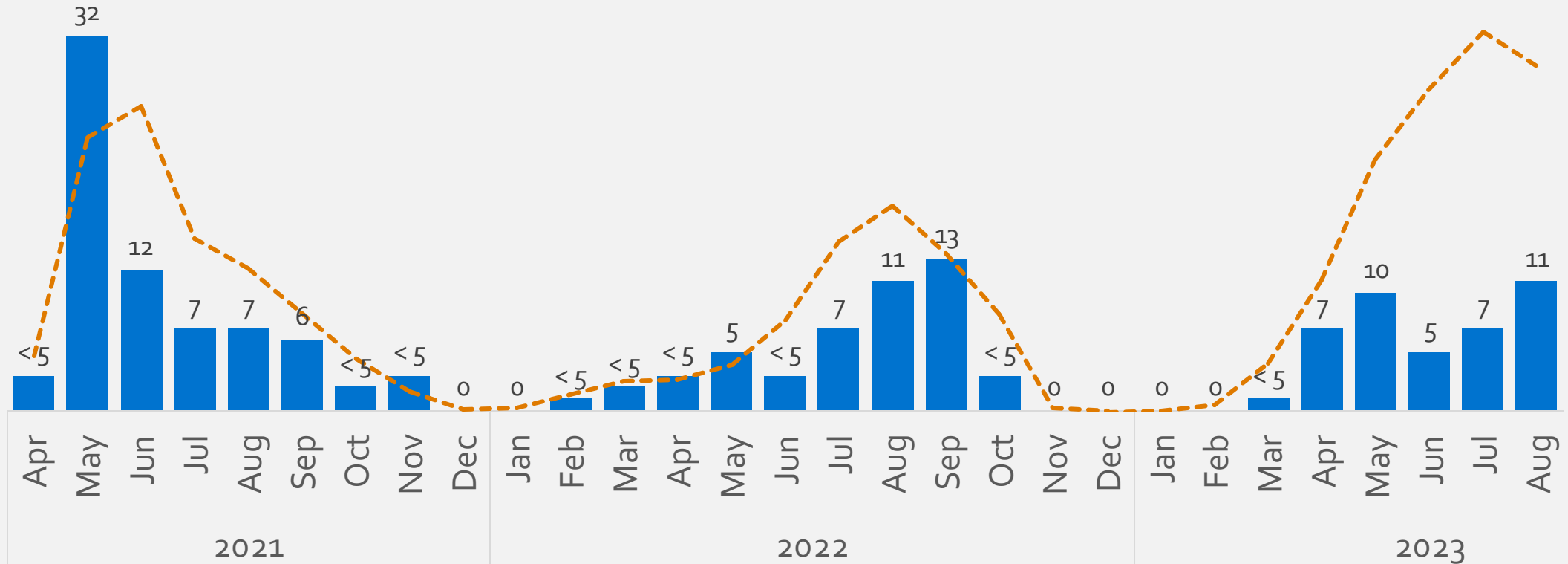
- Driving, taxi, or ridehail
- Walk or bike
- Transit
- I would not have made this trip



# Safety

The rate of ER visits has decreased significantly

Number of **trips** and **emergency room visits at KGH** by month





# Safety



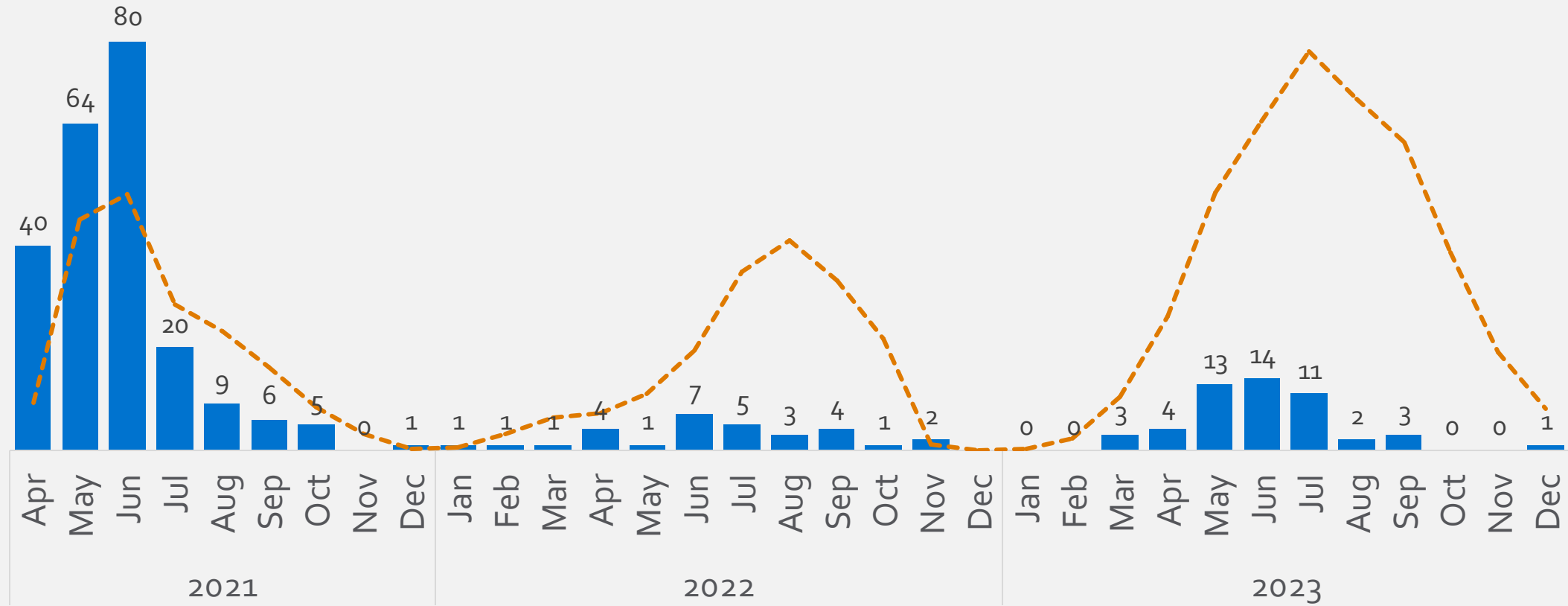
- ▶ Rate of ER visits down 55% since 2021
- ▶ Decreased most on weekends
- ▶ Highest rates are midweek



# Service requests

Complaints have decreased 99 per cent since the start of the pilot

Number of **trips** and **service requests and other correspondence** by month



# Conclusion

- ▶ Reducing congestion and emissions without impacting taxation
- ▶ Safety data shows e-scooters are not uniquely dangerous compared to other ways of getting around
- ▶ User behaviour requires ongoing education and management

## CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by in-person means on **Monday, September 16, 2024, at 2:00 p.m.**

### **PRESENT:**

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

### Guests:

Carolyn Black, Vintage Canoe  
Doreen Tobash, Vintage Canoe

### **ABSENT:**

Councillor David Gonella, Chair  
Linda Painchaud

The meeting was called to order at 2:01 p.m.

#### **1. Introductions and Welcome**

#### **2. Acknowledgement of Traditional Territory**

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

#### **3. Approval / changes / additions to Agenda**

Moved: Mary Landers

Seconded: Cindy Malinowski

THAT: the Agenda for the September 16, 2024, Community Heritage Commission Meeting be reordered by moving item 5. h) Wright/Lund Pond Update to the beginning of section 5.

**CARRIED UNANIMOUSLY**

#### **4. Approval of Minutes of June 17, 2024 Community Heritage Commission Meeting**

Moved: Cindy Malinowski

Seconded: Deborah Chapman

THAT: the minutes of the Community Heritage Commission Meeting of June 17, 2024, be approved.

**CARRIED UNANIMOUSLY**

#### **5. Old Business from Minutes**

##### **h) Wright/Lund Pond Update**

Guests from Canoe spoke to the history of the land and pond in Canoe (Appendix 2).

The Lunds were the first European settlers in Canoe, however the land in which the pond is located was originally owned by the Wrights. City Staff will see if they can find

any information about how it became City land. After staff reviewed the situation it was determined that no changes should be considered until a request is made by a member of one of the families. The guests provided a letter from a decedent of the Lund family (Appendix 3). Everyone agreed that it is best to keep the park named "John Lund Park" but to name the pond inside the park "Wright's Pond". Carolyn and Doreen said they would be happy to bring this request to Council in November.

Moved: Mary Landers

Seconded: Deborah Chapman

THAT: The Community Heritage Commission support the naming of the pond in John Lund Park as Wright's Pond as per the request of the delegates of Vintage Canoe.

**CARRIED UNANIMOUSLY**

Moved: Cindy Malinowski

Seconded: Deborah Chapman

THAT: Proper signage be installed at the park recognizing John Lund as the first European settler in Canoe and the Wright family as the original owners of the land where the park and pond are located.

**CARRIED UNANIMOUSLY**

The CHC discussed that a Statement of Significance should be done for the park and pond. City Staff also noted that the City's Naming Policy has been flagged for review.

Carolyn Black and Doreen Tobash left the meeting at 2:32 p.m.

#### **a) Historic Route Signs**

City Staff provided an update that they asked Public Works Staff if they recalled a Historic Route Sign being installed for Hedgman's Corner near the intersection of 30 Street SW and the Trans-Canada Highway. Public Works Staff thought they remember one at this location but it is no longer there. Commission members have the same memory. City Staff will contact the Supervisor of Roads and Transportation to get a replacement sign installed. Hedgman's Corner is located on 30 Street SW, formerly known as Harbell Road. The location where the sign should be installed is at the southwest corner of the intersection of 30 Street SW and 10 Avenue SW, the frontage road leading to DeMille's Farm Market.

#### **b) Heritage Register**

Deborah provided an update that she has finished the Statements of Significance for Old Enderby Road and the Chinese Cookhouse and will bring them to the R.J. Haney Heritage Board this week and then will bring them to the next CHC meeting.

**c) Heritage Conservation Awards and Heritage Week Procedure Documents**

Pat provided an update that she has finished the Heritage Conservation Awards and Heritage Week Procedures Document. She will circulate it to CHC members by email for any comments. It was mentioned that the Terms of Reference for the awards should be added to the document. The hard drive to back up files was discussed. Pat will bring the hard drive to City Staff who will then ensure all CHC documents are saved on both the hard drive and the City drive.

**d) Budget and Reserve Clarification**

City Staff provided an update. The 2024 Budget for Heritage Projects is \$5,000. So far \$353.24 has been spent. Unused budget would normally not be carried forward automatically unless there was a committed and confirmed project that started in the current year. The 2024 Heritage Related Activities Reserve Balance is \$2,722.81. A history of accounts document received from the Finance Department has now been saved in the CHC Heritage folder.

**e) Heritage Plaque Program**

The plaque sub-committee provide an update that they met twice since the last CHC meeting. They have done research on heritage plaques in other communities, specifically Vernon, Enderby, and Victoria. The CHC agreed that something similar to the plaques in Victoria (Appendix 1) would be best. They are small and simple. Quotes will be obtained as per the City's procurement policy. Depending on the cost per sign, the CHC would like to get a number of signs made with money from the 2024 budget. Once the plaques are approved, the CHC will ask owners of heritage buildings on the Heritage Register if they would be willing to display the plaque on their building.

Moved: Mary Landers

Seconded: Deborah Chapman

THAT: The Community Heritage Commission will contact institutional and public facilities to seek support for the installation of Heritage Plaques on their buildings.

AND THAT: The Community Heritage Commission approves the use of the remaining 2024 funds, and as per the City's procurement policy to source vendors and use the funds to design, make and install Heritage Plaques.

**f) On This Spot App**

At the next meeting the CHC will discuss whether they want to add more locations to the app this year or wait till next year.

**g) Membership Update**

Applications for the Citizen at Large vacancy are due by September 20<sup>th</sup>.

**i) OHS Letter of Support Update**

City Staff provided an update that a letter of support from Mayor and Council was sent to the Salmon Arm Branch of the Okanagan Historical Society for their application for funding under the Community Anniversaries Program, as per their request.

**6. New Business**

**a) 451 Shuswap Street Proposal**

CHC members had no concerns with the proposed renovations at 451 Shuswap Street. The CHC is happy that the building is being renovated and is not being demolished. The CHC is happy to have been consulted but noted that because the building is not protected by bylaw they have no say in the matter.

It was discussed that the public should be made more aware about what it means for a building to be on the Heritage Register as some people are scared to purchase homes on the Register because they think they will not be allowed to do any renovations or additions. CHC members want people to purchase, take care of, and live in these heritage homes. Ideas were discussed for material to hand out to owners or potential buyers of buildings on the Heritage Register. The CHC will revisit this at a later date.

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

**8. Next Meeting**

Monday October 21, 2024, at 2:00 p.m.

**9. Adjournment**

Moved: Cindy Malinowski

THAT: the Community Heritage Commission Meeting of September 16, 2024, adjourn at 3:22 p.m.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Pat Kassa, Acting Chair

Received for information by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2024







**CANOE PARK**

LIP worker Tim Nelson rakes the larger stones out of the area adjacent to 70th Avenue N.E. at the newly created Canoe park. The area is now seeded and will later be used as a picnic area.

**Canoe park a possibility**

District council is continuing its investigation of the possibilities of establishing a public park in the area of the little lake in Canoe.

First step was taken in the summer when the district transferred some of the swan population from McGuire Lake to the Canoe pond, situated about a block from the senior citizens' centre.

At the last meeting of council, Alderman Dan MacQuarrie reported on a recent meeting he and Alderman June Turner held with property owners around the lake.

Indications are, he said, most are willing to give up a sufficiently wide strip to permit establishment of a walkway all around the lake. In return, they would request the district erect fencing to protect their properties; possibly with gates so the owners will not be denied the direct access they now enjoy.

In addition to the walkway strip, MacQuarrie said, it is hoped the district could acquire a nicely treed, high ground area of land, owned by Syd and Betty Yates, where picnic tables could be installed.

MacQuarrie said the matter of price has not yet been discussed with the owners but, with the exception of the picnic area, little would likely be required as many properties extend out into the water and it could be possible to obtain sufficient walkway with a filling operation. In the meantime, MacQuarrie

Continued on Page 12

estimated expenditure some \$136,906 would be required to convert the building to ice use.

That figure includes the existing ice from the arena to the building so, in addition, would be necessary to the cost of a new ice plant the arena.

Further, the recreation commission reports indicate probable operating costs some \$16,800 for the month period the building would be in use as an ice face.

Prepared by Vernon Neering Ltd., the estimator cover such things as preparation, heating, slab insulation, draining 30-foot extension to the building and installation of the plant.

Alderman Al Bianco he was "shocked by costs." He said his idea had been to simply the area within the building "just like flooding an open field except it would be a roof."

Speaking for the recreation commission, Redford told council it is his body's opinion it would be too much to put the building into shape for ice and it is not worth it for the size and the amount it would be used.

Alderman Ed Bianco said it had been his idea council would simply provide the building, we can say to the point there it is. If you want it, you raise the matter through organization

No  
It's

It's still too early to say whether or not there's

**Park development is now under way**

The federally funded Local Initiatives Projects (LIP) responsible for the creation of both McLeod and Ruth Parks has started work on yet another two local parks; one in Canoe and one adjacent to Rotten Row.

The LIP grant provides employment for 18 area youths who are in turn under the supervision of Andy Jones.

Jones said that the youths are divided between the two parks, depending on what materials are at hand at the particular moment. He said that eight youths are currently working on the park at Canoe and the rest are employed at the Rotten Row project where two baseball diamonds are being constructed.

The Canoe park is adjacent to 70th Avenue and about one block west of Centre Street.

The park itself is centred on a large pond which can be easily seen from the 70th Avenue. The pond extends some 200 or more yards in from the road, and the park limits extend much further from the back edge of the pond.

The marshland surrounding the pond is valuable nesting grounds for a number of species of birds, as well as the habitat for turtles, ducks, swans, and other wildlife.

The Canoe park project, like the Ruth Park project, was undertaken to make the area more accessible to the general public, yet keep it in its natural state.

To this end the youths are creating a gravel path that will run around about half the perimeter of the pond. As well, the employees will be erecting a fence separating the parkland from privately owned land to the southeast, and seeding grass and planting willow trees along the side of the park parallel to 70th Avenue. Picnic tables and benches will then be installed in the grassy area near the road.

The path will be both to keep visitors off the marshy nesting sites of the birds and the private property bordering the park.

The whole back part of the

park will be left undeveloped, said Jones. He added that the municipality might want the path extended the whole way round the pond, but that would have to be done next year.

As for the baseball diamonds at the Rotten Row park, Jones said that one will be a softball diamond and one a hardball diamond. The workers have already raked the area free of large stones and will now proceed to erect fences, backstops, dugouts, and then seed the area.

The LIP grant terminates the first of July, but Jones said that he would not be surprised if the grant was prolonged.

**Park**

Continued from Page 1

suggested, council could proceed with necessary surveys.

Alderman Al Bianco, who will be leaving council at the end of this month, suggested if it is decided to proceed, next year's council could consider applying for a LIP grant for development of the park. He pointed out the project would qualify in that it would have considerable public benefit and, in addition, it would be a hand-labour oriented operation which could provide several jobs while avoiding the damage machinery could cause in the little lake environment.

server > 22 Dec 1976, Wed



Minutes of a Regular Meeting of the District Council held December 12, 1977.

COMMITTEE REPORTS

- Alderman Turner - Alderman Turner reported on her attendance at Library Board meetings on Tuesday and Thursday of the previous week and advised that the Kelowna Head Office building was being refinanced to allow for the purchase of a new computer. Alderman Turner also advised that Mr. James Markle had been retained to do an appraisal of all existing Library facilities to establish fair rental fees for all members.
- Alderman Blackburn - Alderman Blackburn reported on his attendance at a meeting in Chase the previous Thursday evening with Chief Harvey Jules and the Indian Band Secretary.
- Alderman Brunwald - Alderman Brunwald advised that ten fire calls had been answered in November; four regarding home heating and two of these resulted in damage, the recreation area in the Broadview Hall was now nearing completion, and the local Police detachment was stepping up patrols for drinking drivers.
- Alderman Ames - Alderman Ames reported that the Shuswap Housing Society application for 50 units of Senior Citizen housing was now approved and the government had approved a 1/3 grant for the project which would substantially alleviate the rental levels involved. Alderman Ames also reminded members that Provisional Budgets had been distributed for their consideration.
- Alderman MacQuarrie - Alderman MacQuarrie suggested that, with respect to the Name the Park Contest for the Park in Canoe, the "John Lund Park" would be appropriate in honour of the first resident of Canoe. Members agreed and this name was accepted for the Canoe Park. Alderman MacQuarrie appealed for public suggestions with regard to improving tourist facilities in the community and on a suggestion from Alderman Turner undertook to meet with the Parks and Recreation Commission in this regard. Alderman MacQuarrie also advised that a group of residents had expressed thanks for the new street lighting being installed throughout the community and suggested that the Council owed a vote of thanks to the 1977 Sewer Committee and the Works Superintendent Don Huntington for successful completion of the Sewer Program.
- Alderman Cave - Alderman Cave reported that the entire Works Crew had been occupied with snow removal and that it had been necessary to impound a number of vehicles that were impeding snow removal operations. Alderman Cave also reported that clean-up on the final stages of the Sewer Program had been postponed to next year and read a letter of appreciation received from Mr. & Mrs. Adams commending the Public Works Department on snow removal operations.
- Mayor Lund - Mayor Lund reported that the agreement with the Museum Society had now been signed and suggested that it should be well understood by all concerned that the Museum Society was still responsible for all artifacts, both owned and on loan.

For alderman

# Dan MacQuarrie

Seeking re-election as an alderman in Salmon Arm is Dan MacQuarrie, who was first elected in 1974.

Born in Nelson and raised in Kaslo, he attended Mount Royal College in Calgary and was, for 12 years, head of corrosion engineering in the pipeline field for a major oil company. In his mid-30's he returned to university in Edmonton, attaining a theology degree. During this same period he also trained as a cabinet maker.

MacQuarrie began 10 years' service as a United Church minister in Alberta. He came to First United Church in Salmon Arm in 1966 and remained until 1971; then left for two years' service at Renfrew United in Vancouver. He returned to Salmon Arm in 1973 and is now self-employed in home

improvements and cabinet making.

He and his wife, Edna, have three grown children.

During his first time here, MacQuarrie was a member of the chamber of commerce,

meetings with farmers, downtown merchants, the chamber of commerce, the taxpayers' association and with community groups such as those in Gleneden and Canoe, "to get input and to let the people help us decide how we're going on planning."

He has also been deeply involved in preparation of the new zoning bylaw and notes everything has been "down-zoned." In other words, "everything has been made single family residential as far as possible. This way, when there are any development proposals they have to be brought to council and then go to public hearing and this gives the people the chance to get involved and have their say."

He is also in charge of fire department liaison and says the community is well served, at reasonable cost, by its volunteers.



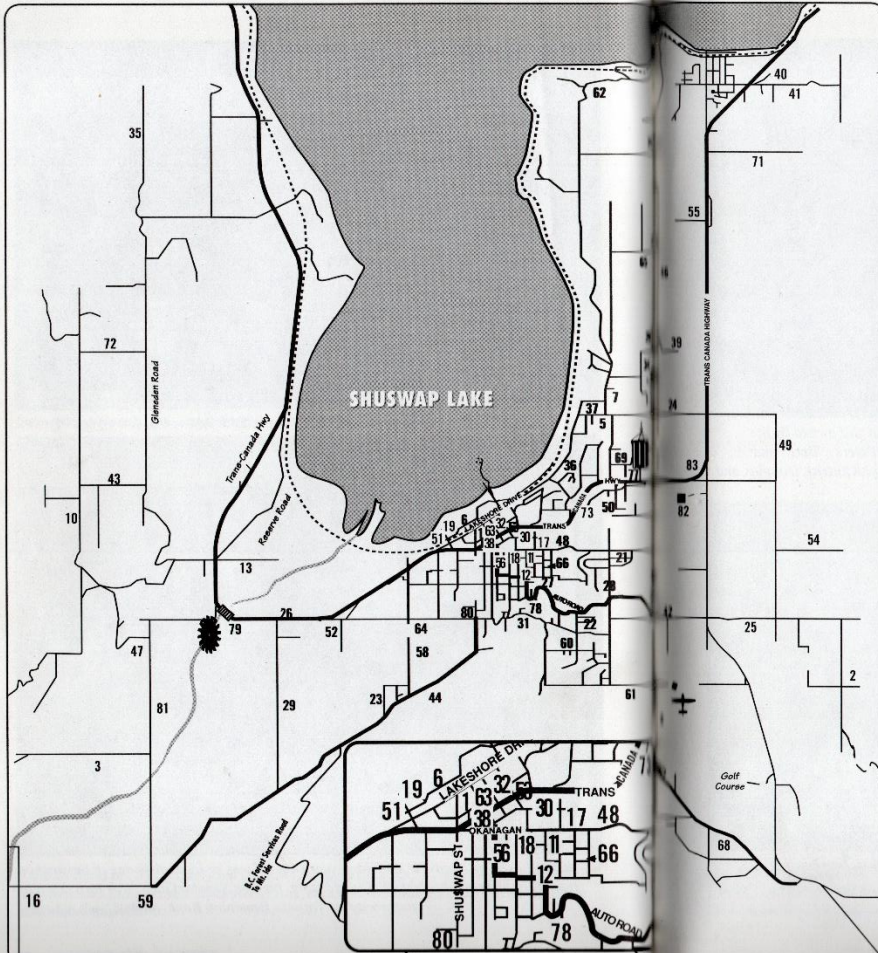
Salmon Arm Association for the Retarded, Mika Nika, and assisted with the Indian hockey tournament.

As a council member, he says, his major interest is in planning and he heads the district's planning committee. He has held numerous public meetings, as well as smaller

MacQuarrie's other major portfolio is public relations. He says his interest is to inform the public of "what we're doing before we make decisions and to encourage as much input as possible so the people get involved in what is happening."



76



- 1. Alexander Ave
- 2. Armitage Road
- 3. Arnold Road
- 4. Auto Road
- 5. Barkin Road
- 6. Beatty Street
- 7. Booth Road
- 8. Boutwell Road
- 9. Broadview Road
- 10. Christison Road
- 11. Colbee Crescent
- 12. Coronation Avenue
- 13. Dalton Road
- 14. Demmon Road
- 15. Darrell Road
- 16. Delan's Corner
- 17. Eckland Road
- 18. Pyrmont Street
- 19. Fraser Avenue
- 20. Dettelbach Road
- 21. Forgotten Road
- 22. Gorse Road
- 23. Green Road
- 24. Harper Road
- 25. Hart Road
- 26. Hedgman's Corner
- 27. High Street
- 28. Hillcrest Road
- 29. Harbell Road
- 30. Harris Street
- 31. Hornely Road
- 32. Hudson Street
- 33. Kalke Road
- 34. Kerr Road
- 35. Kusisto Road
- 36. Lakeshore Road
- 37. Leach Hill
- 38. Lein Avenue
- 39. Loring Road
- 40. Lundview Road
- 41. Lyman Road
- 42. Martin Road
- 43. McDonald Road
- 44. Foothill Road
- 45. McLeod Avenue (Downtown)
- 46. McLeod Road
- 47. McPhail Hill
- 48. Merton Hill
- 49. Metford Road
- 50. Murray Road
- 51. Narcisse Street
- 52. Owen's Corner
- 53. Palmer Street
- 54. Parker Road
- 55. Peachey Hill
- 56. Peters Street
- 57. Peterson Road
- 58. Piccadilly Road
- 59. Raby's Corner
- 60. Richmond Road
- 61. Rifle Range Road
- 62. Reinhard Hill
- 63. Ross Street
- 64. Rothen Row
- 65. Robichaud Road
- 66. Sackville Subdivision
- 67. Shady Lane
- 68. Shaw Road
- 69. Sinclair Road
- 70. Tanemura Road
- 71. Thompson Road
- 72. Trussler Road
- 73. Turner Hill
- 74. White Road
- 75. Whitehead Road
- 76. Yates Road
- 77. Water Tank
- 78. Devil's Elbow
- 79. Mill Bridge
- 80. Swamp
- 81. Donnelly Road
- 82. R.J. Honey Heritage Museum
- 83. Larch Hill Corner
- 84. Five Corners

## Sleigh Riding

Harris St., Fourth Avenue, and Second Avenue have been marked for sleigh riding and warnings posted.

Parents are asked to co-operate by instructing their children to coast on those streets only. Please help to avert accidents that may be fatal.

By Order of the Council  
R. LINGFORD, City Clerk.



# NAME-THE-PARK CONTEST

PRIZE IS \$50

## RULES:

1. **Name** the **Park** contest is open to any resident in the District of Salmon Arm.
2. The contest shall be judged on the originality and suitability of the name.
3. Contestants must submit their **name** for the **park** no later than 3:00 p.m. on Friday, September 23, 1977 to this address:  
**NAME THE PARK CONTEST**  
Parks and Recreation Commission  
Post Office Box 40  
Salmon Arm, B.C.
4. The Parks and Recreation Commission shall announce the winning name by Friday, September 30, 1977.
5. Judges' decision shall be final.

## LOCATION OF PARK: CANOE B.C.

Entrance — approximately 300' west of 50th Street at the south side of 70th Avenue N.E.

**NOTE:** *If there is more than one winner submitting the same name, then the prize money will be distributed accordingly.*

0272 36-1c

<

>

Salmon Arm Observer > 08 Sep 1977, Thu

• A request was received from Canoe residents to have an opportunity to name the new park in their area. The staff was asked to arrange a contest open to Canoe residents only for this purpose.

\* \* \*  
Alderman Dan MacQuarrie has proposed the name "John Lund Park" for the park and little lake area in Canoe. He said the name would follow a precedent set in honouring another area pioneer, Percy Ruth. Lund, he noted, was the first resident of Canoe.  
\* \* \*

\* \* \*  
The "Name the Park Contest" for Canoe has been extended to the end of November. So few entries were received by the first deadline that council decided to extend it and encourage more entries. The prize for the name chosen is only \$50 but we really would like to hear from you. We had expected a large number of entries from Canoe.

Response to the "Name the Park Contest" was termed disappointing. Only seven entries were received.

Please give it some more thought and submit your entries to Parks and Recreation Office, Box 40, Salmon Arm, B.C. V0E 2T0, and mark the envelope: "Name the Park Contest."

All entries will be judged on November 30, including those already submitted.

\* \* \*



March 17, 2024

To Whom It May Concern:

My name is Barbara Gray (ne'e Lund) and I am the great granddaughter of John Haaken Lund, the first homesteader in Canoe in 1888.

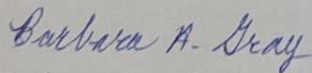
My sisters and I were raised in Canoe and lived on property that had been passed down to our father, Stanley Lund, from his grandfather, John Haaken Lund.

The Lund's owned many acres of land in the Canoe area, but were never in possession of the pond or any of the land around and near the pond. From the very early 1900s, this land belonged to the Wright family.

Several of the Wright children still live in the Salmon Arm area and over the past few months I have been in touch with the son, Jamie. He explained that at one time the pond extended into their field which is now a subdivision. Jamie's father graciously gave this part of the pond to the district in order that the road which now runs along the north end of the pond could be built. In return, he was to be given fill and top soil for the rest of his field.

I have always know this section of land, (the field, now a subdivision and the pond) to be Wright's pond and Wright's field. I was told this information from my father who was born in Canoe in 1917 and who always referred to both areas as belonging the Wright family.

Sincerely,



Barbara Gray (ne'e Lund)

## Rhonda West

---

**From:** Columbia Shuswap Regional District <listserv@civicplus.com>  
**Sent:** Tuesday, September 17, 2024 10:17 AM  
**To:** Rhonda West  
**Subject:** [External] CSRD Connect - Meeting Highlights - September 2024



### September 2024

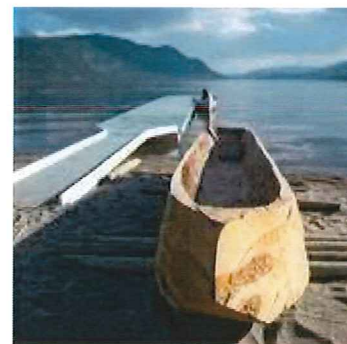
The Columbia Shuswap Regional District's E-newsletter is integrated directly with our website's [sign-up function](#). We hope you find the information useful. Please email [communications@csrd.bc.ca](mailto:communications@csrd.bc.ca) with any comments or suggestions.

## Delegations & Guest Speakers

### First Nation Engagement Report

Rob Hutton, of Clearview Consulting, presented the CSRD - Secwépemc Relationship Agreement Planning - Phase 1 Final Report to the Board.

The purpose of this ongoing planning initiative is to strengthen Indigenous awareness and cultural sensitivity of Board members, as well as strengthen relations between elected officials and staff within the CSRD and





Secwépemc. This initiative is a starting point within the CSRD and looks to be expanded to include additional Indigenous groups in the future.

Further discussion is planned for the CSRD's October Board Meeting. [View report.](#)



## Business General

### Regional Accessibility Advisory Committee Funding

The CSRD, along with its member municipalities, is taking steps to create connected, accessible and inclusive communities that promote well-being and belonging for all residents.

The CSRD is partnering with its member municipalities including the City of Salmon Arm, District of Sicamous, City of Revelstoke and the Town of Golden to create a shared vision and develop plans to remove barriers across the region.

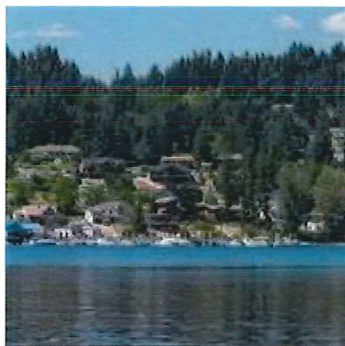
The CSRD Board approved signing the Regional Accessibility Advisory Committee funding agreement, which will allow the collaborative effort to move ahead. Coming soon will be recruitment for a Regional Accessibility Advisory Committee to assist and advise the regional participants on this topic. [View committee terms of reference.](#) [View funding agreement.](#) If you are interested in this initiative, please email [access@csrd.bc.ca](mailto:access@csrd.bc.ca)

### Public Question Period Guidelines Update

The Board approved some amendments to the Public Question Period Guidelines at CSRD Regular Board Meetings to streamline the process. A reminder that all residents with a question about a current agenda item, may pose it during question period, either in person or through the Zoom function. [View 2024 guidelines.](#)

### Structure Protection Unit Storage Building Project

The Board approved spending \$90,796 plus taxes from the Structure Protection Unit (SPU) deployment revenue reserves to cover the costs of an increased project scope for the SPU building. While the initial design called for an open, pole-barn style of structure, recent instances of vandalism led CSRD staff to conclude an enclosed building is required to protect this fire equipment from theft and damage. [View report.](#)



## Land-Use Matters

## **Electoral Area B: Official Community Plan Amendment Bylaw No. 850-21 and Zoning Amendment Bylaw No. 851-32**

The applicant is proposing to redesignate and rezone a portion of the subject property, located on Fish River Road in the Beaton area from RSC - Rural and Resource to SH - Small Holdings to permit a minimum lot size of four hectares for future subdivision. The Board approved second reading and the application will advance to a public hearing. [View report.](#)

*For information and background reports for the other Development Services items discussed at this meeting, please see the [September 12, 2024 Board meeting agenda](#). If you have questions about a specific application, contact the planning department at [plan@csrd.bc.ca](mailto:plan@csrd.bc.ca)*

## **Closed meeting releases**

*The resolutions released from the July 18, 2024 Board Meeting are as follows:*

### **Electoral Area A: Local Advisory Committee Appointment**

THAT: the Board appoint Derrick Murphy to the Electoral Area A Local Advisory Committee.

### **Electoral Area E: Alternate Director Resignation**

THAT: the Board accept the resignation of Brian Thurgood as the Alternate Director for Electoral Area E and send a letter of thanks to Mr. Thurgood for his years of service.

*The resolutions released from the September 12, 2024 Board Meeting are as follows:*

### **Electoral Area A Local Advisory Committee Appointment**

THAT: the Board appoint Francois Brissette to the Electoral Area A Local Advisory Committee.

## **Next Board Meeting**

**Thursday, October 17, 2024**

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



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



## INFORMATION ONLY

To: Mayor & Members of Council

Title: General Manager, Shuswap Recreation Society – Postal Code Collection

Date: October 15, 2024

---

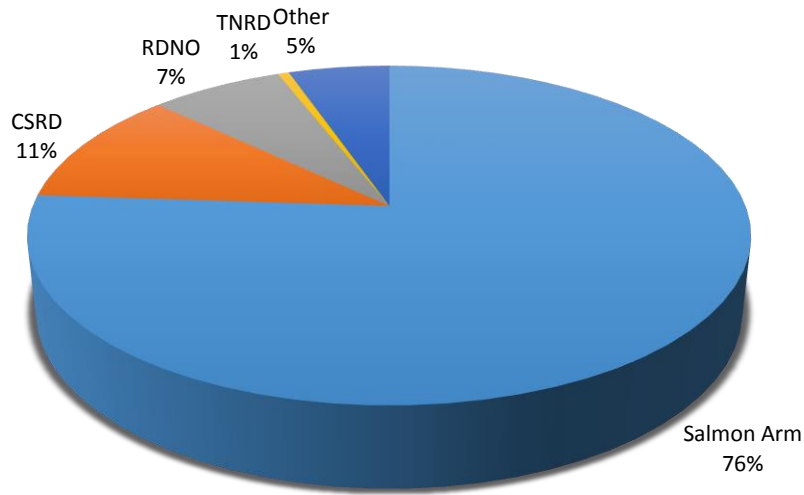
### Background:

Council requested that the Shuswap Recreation Society (SRS) collect postal code information from users of our facilities to create a profile of where our users live. This includes SASCU Recreation Centre, ROGERS Rink and City sports fields and courts. The postal codes were collected by email requests and responses from team/sports associations and by users providing their postal code while checking in at the front desk of the recreation centre. All postal codes were collected with the permission from the user or the sports associations' executive. Further to Council's request, we were able to compile a sample of postal codes from the following users and groups:

- SASCU Recreation Centre
  - Public Swims, etc.
  - Aquafit
  - Swim lessons
  - Drop-in Sports (Auditorium)
  - Swim Clubs
- ROGERS Rink
  - Drop-in (Public Skate, Stick & Puck, etc)
  - Salmon Arm Minor Hockey
  - Adult Recreation Hockey
- Sports Fields & Courts
  - Shuswap Youth Soccer
  - Salmon Arm Minor Baseball
  - Shuswap Women's Recreation Soccer
  - Mixed Slo-Pitch
  - Pickleball
  - North Okanagan Women's Soccer
  - Over 35 Soccer

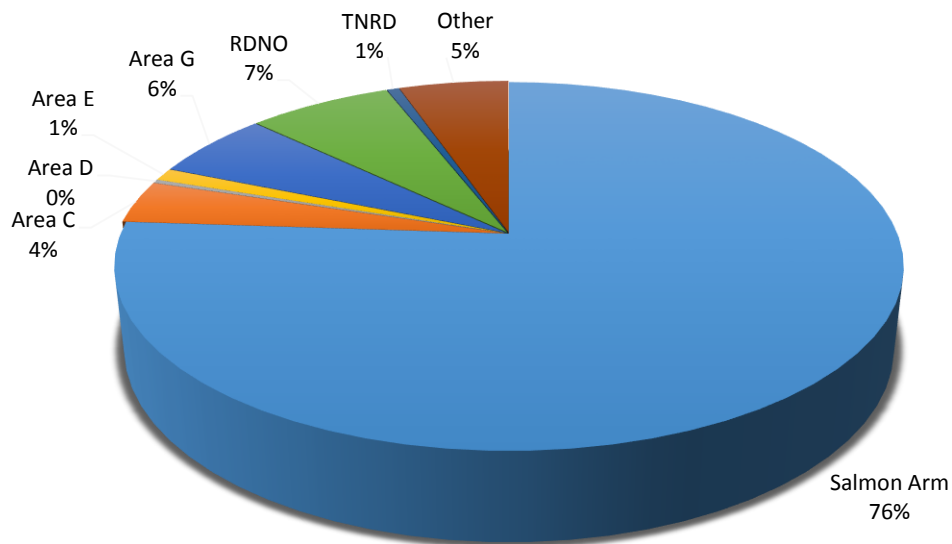
It should be noted that we were not successful in obtaining every group/user as multiple groups/users either did not respond or refused to provide the information, however we feel that a sufficient enough sample size of postal codes was collected to deliver an accurate representation.

The SASCU Recreation Centre location data from February 2024 to September 2024 is represented in **Figure 1**. This chart represents the regional distribution of 10,142 user postal codes.



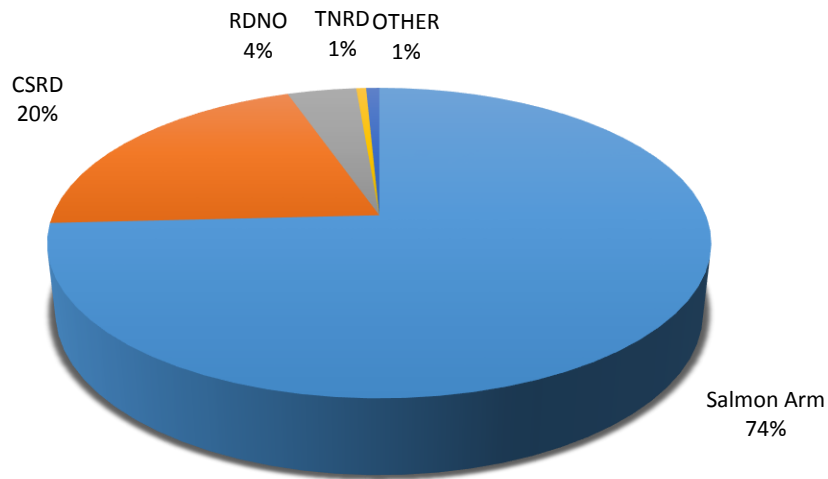
**Figure 1:** SASCU Rec Centre Users by Location (Feb – Sept 2024)

SASCU Recreation Centre user data is further broken down into each Area of the CSRD in **Figure 2**. This chart also represents a total count of 10,142 postal codes.



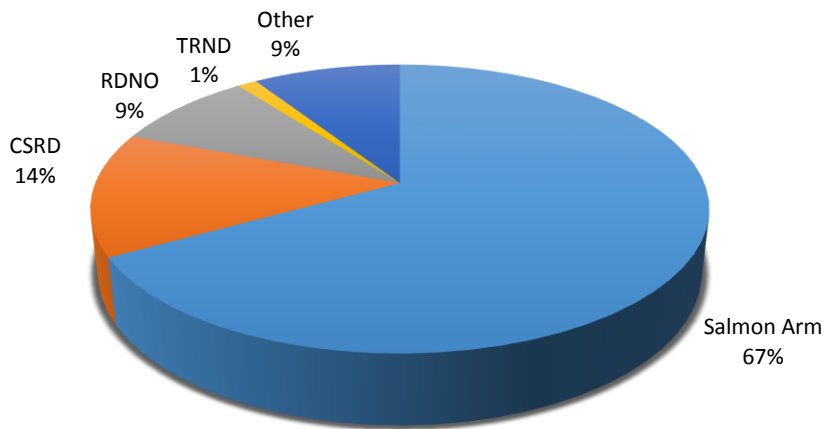
**Figure 2:** SASCU Rec Centre Users by Location with Regional Area breakdown (Feb – Sept 2024)

The ROGERS Rink postal code data is from the 2023/24 season. **Figure 3** represents the regional distribution of 1,577 user postal codes.



**Figure 3:** Rogers Rink – 2023/24 Users by location

The sports fields and courts user postal code data includes eight different sports associations located at Little Mountain Sports Complex, Blackburn Park, Klahani Park, Canoe Ball Diamonds, Elks Park and Memorial Indoor Arena and is shown in **Figure 4**. This figure represents a total count of 2,302 postal codes.



**Figure 4:** 2024 Field and Court Users by location

**Financial Considerations:**

None

**Alternatives & Implications:**

None

**Communication:**

Staff have provided the information gathered from February 2024 to September 2024. Recreation Staff will continue to collect Postal Codes and once a full year of data has been compiled staff can then bring this back to council for their additional information.

Prepared by: General Manager, Shuswap Recreation Society  
Reviewed by: Corporate Officer  
Approved by: Chief Administrative Officer

**Attachments:**

- None



## REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Development Permit Application No.458

Legal: Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 42481, Except Plan EPP126392  
Civic: 1160 4 Avenue SW  
Owner: SA Valley Tire Ltd. / W. Laird  
Agent: W. Laird

Date: October 7, 2024

---

### Executive Summary/Purpose:

The applicant is proposing to enclose a commercial storage area along the east side of the building. This development would be adding approximately 120.3m<sup>2</sup> of building area. A letter provided by the applicant is included as Appendix 6.

### Motion for Consideration:

THAT: Development Permit No. 458 be authorized for issuance for Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan 42481, Except Plan EPP126392 (1160 4 Avenue SW) in accordance drawings attached as Appendix 7.

### Staff Recommendation:

Staff recommend issuance of Development Permit No. 458.

### Proposal:

To review the Development Permit package attached as Appendix 7. The applicant is proposing to enclose a commercial storage area along the east side of the primary building. The area was previously used as an open vehicle storage bay. This development would be adding approximately 120.3m<sup>2</sup> of internal building area. A letter provided by the applicant is included as Appendix 6.

### Background:

The subject property is located at 1160 4 Avenue SW (Appendix 1 and 2), adjacent to Trans Canada Highway/ It is zoned C-3 (Service Commercial Zone), and is subject to the "Highway Service / Tourist Commercial Development Permit Area" guidelines. (Appendix 3 and 4).

Adjacent land uses include the following:

North:	Highway/ Adams Lake Band	Zoned IR
South:	Commercial (Kal Tire Ltd)	Zoned C-3

East:	Commercial (Shuswap Xtreme)	Zoned C-3
West:	Commercial (Braby Holdings Ltd.)	Zoned C-3

This application is to permit the development of an addition for storage to the existing commercial building, as shown in the site photos attached as Appendix 5. The subject property currently serves as a commercial retail store and commercial kitchen space. The attached site photos illustrate the area of the proposed addition, which currently features existing screening. This screening will be replaced with walls as shown in the Development Permit No. 458 drawings. The drawings submitted in support of the application are enclosed as Appendix 7.

There are no variances associated with this proposal.

**Relevant Policy(ies):**

Commercial Development Permits are required for additions greater than 100m<sup>2</sup>. Development Permits are not needed for exterior additions under 100 m<sup>2</sup> in Highway Service Tourist Commercial areas (OCP 9.6.45.a).

The Highway Service/Tourist Commercial Development Permit Area serves as a gateway to the community, playing a role in shaping a positive image for the area. Located on the west side of the City Centre, this area is intended to accommodate vehicle service and retail warehousing operations.

**Referral Comments:**

Fire Department

No concerns.

Building Department

No concerns.

Engineering Department

No concerns.

Planning Department

The proposal is for a relatively minor commercial addition to an existing structure which involves enclosing an open (without walls) roofed area. The addition measures 120 m<sup>2</sup>, slightly exceeding the exemption limit for a Development Permit application. Development Permits are not needed for exterior additions under 100 m<sup>2</sup> in Highway Service Tourist Commercial areas (OCP 9.6.45.a). However, since the proposed addition is 120 m<sup>2</sup>, a development permit is required.

*Siting and Building*

Site and design of the proposed development generally shares the same form and character of the surrounding neighbourhood. This is a relatively simple addition that reasonably aligns with the OCP land use designation/ Development Permit Area guidelines.

*Landscape and Screening*

There are no site changes proposed.



*Form and Character*

The design reflects the utilitarian construction and appearance typical of such storage buildings. From a form and character perspective, the design is reasonably consistent with the “Highway Service/Tourist Commercial” guidelines in the OCP.

The proposal aligns with the zoning bylaw regulations on screening storage areas, enhancing the uniformity of the building. In the opinion of staff, the proposal reasonably aligns with the Development Permit area guidelines. The proposal is supported by staff.

**Financial Considerations:**

N/A

**Committee Recommendations:**

With the proposed building exceeding 100 square metres, the application was referred to the Design Review Panel (DRP) for review. The proposal was supported as presented on September 9, 2024.

**Public Consultation:**

Pursuant to the *Local Government Act* and *City of Salmon Arm Development Permit Procedures Bylaw* notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on October 15, 2024.

**Alternatives & Implications:**

N/A

Prepared by: Planner I

Reviewed by: Manager of Planner and Building

Approved by: Chief Administrative Officer

Attachments:

Appendix 1 – Subject Property Map

Appendix 2 – Ortho Maps

Appendix 3 – OCP Map

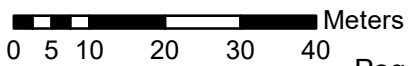
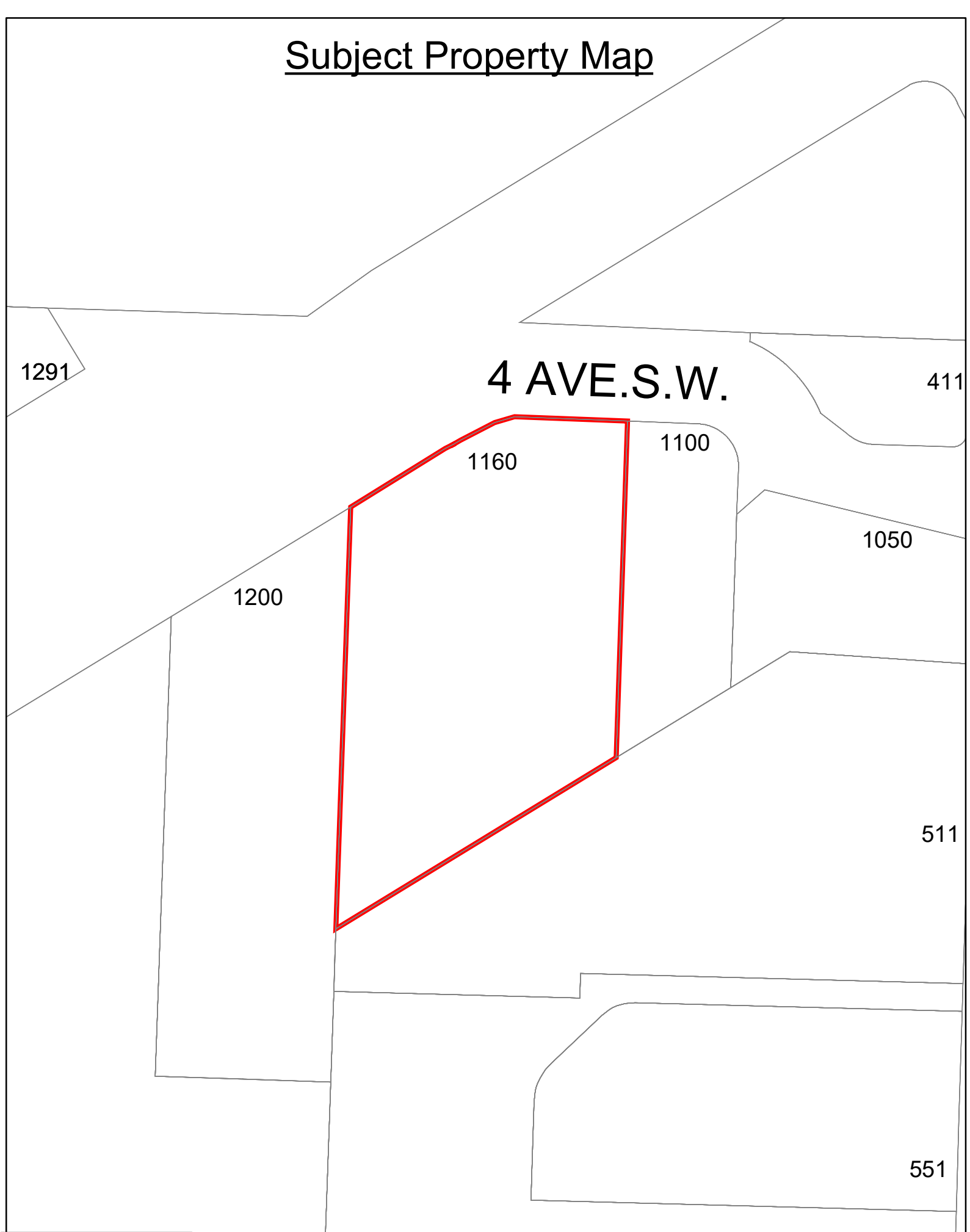
Appendix 4 – Zoning Map

Appendix 5 – Site Photos

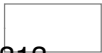

Appendix 6 – DP-458 Letter of Intent

Appendix 7 – Site Plan

# Subject Property Map



## Legend

-  Parcels
-  Subject Property



1291

4 AVE. S.W.

41

1160

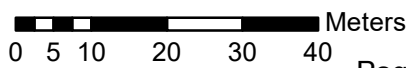
1100

1050

1200

51

551



### Legend

 Parcels

 Subject Property



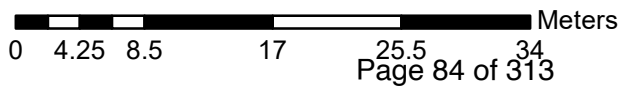
# 4 AVE. S.W.



1160

1100

200



## Legend

 Parcels

 Subject Property

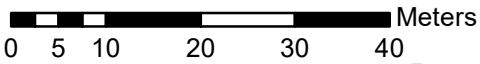
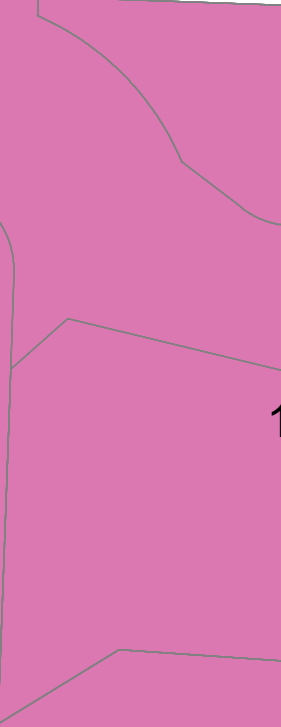
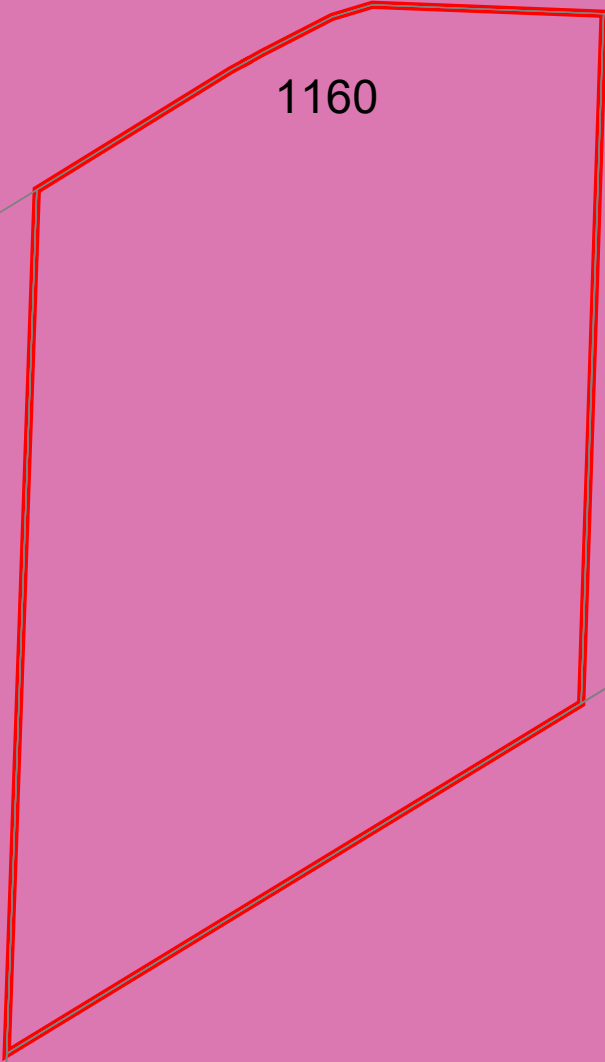
OCP Map

4 AVE.S.W.

1160


1100

1200




**Legend**

 Parcels

 Subject Property

 Commercial - Highway Service / Tourist

 Indian Reserve

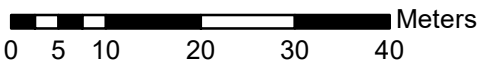
# Zoning Map

4 AVE. S.W.

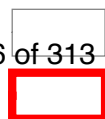
1160

1100

1200



## Legend



Parcels

Subject Property

C-3

R-10

IR





1. View of the open roofed area. Facing North West towards the front property line.



2. View of the open roofed area. Facing South.

Photos taken on September 13, 2024

SA Valley Tire Ltd.  
Box 1022  
Salmon Arm BC  
V1E4P2

Aug. 07, 2024

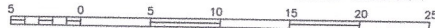
It is our intention to close in the existing "truck Canopy" on the east side of the building,  
Per attached plans.

We will apply vertical steel sheeting similar to the existing east wall and overhead doors per  
attached photos.

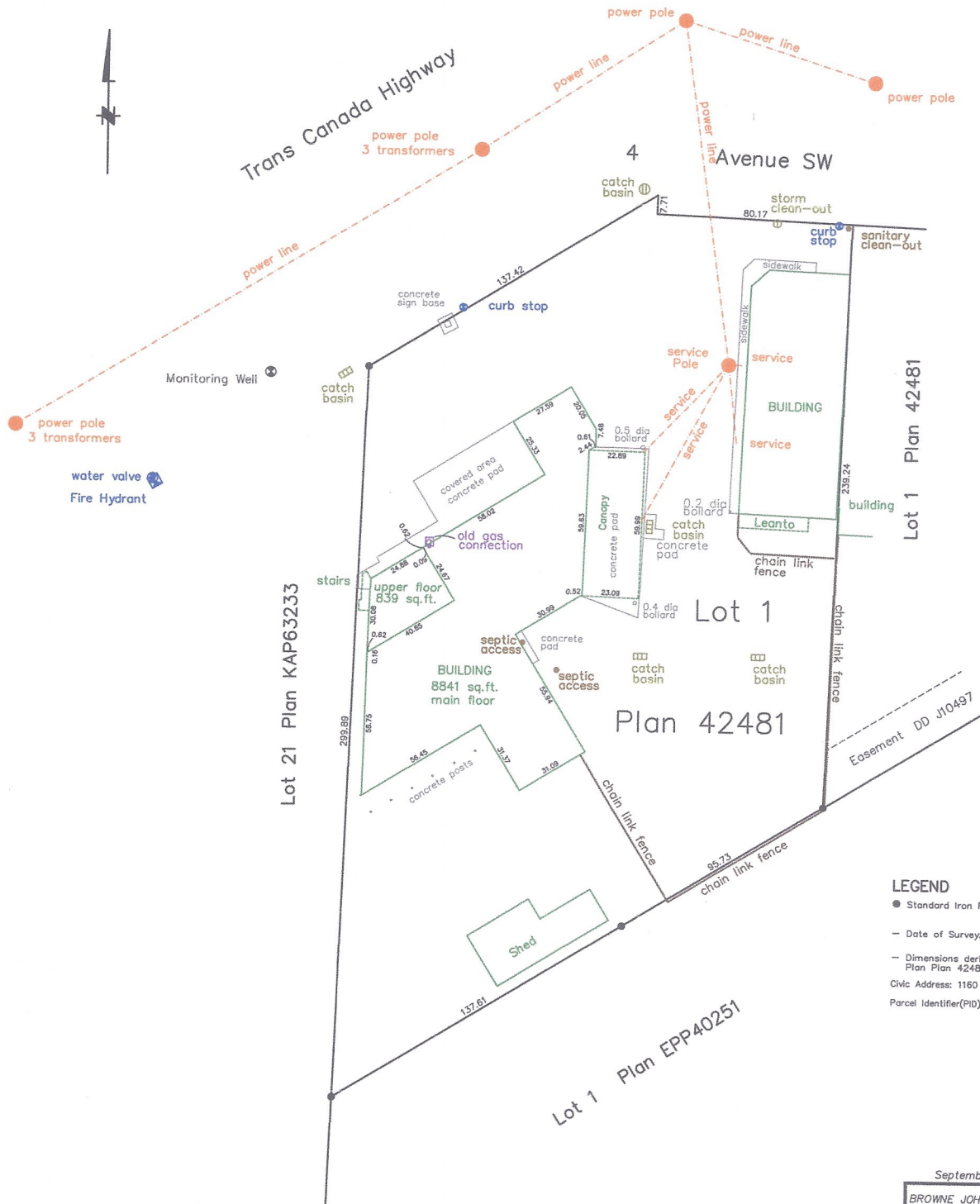
W. Laird.



# Site Plan of Lot 1, Sec 15, Tp 20, Rge 10, W6M, KDYD, Plan 42481

Scale 1in = 30ft BCGS 82L.064  
  
 All distances are in metres.

The intended plot size of this plan is 17" in width by 22" in height (C size) when plotted at a scale of 1" = 30'



**LEGEND**  
 ● Standard Iron Post Found  
 - Date of Survey: September 2nd, 2020  
 - Dimensions derived from Plan Plan 42481  
 Civic Address: 1160 4 Avenue SW, Salmon Arm  
 Parcel Identifier(PID): 015-645-304

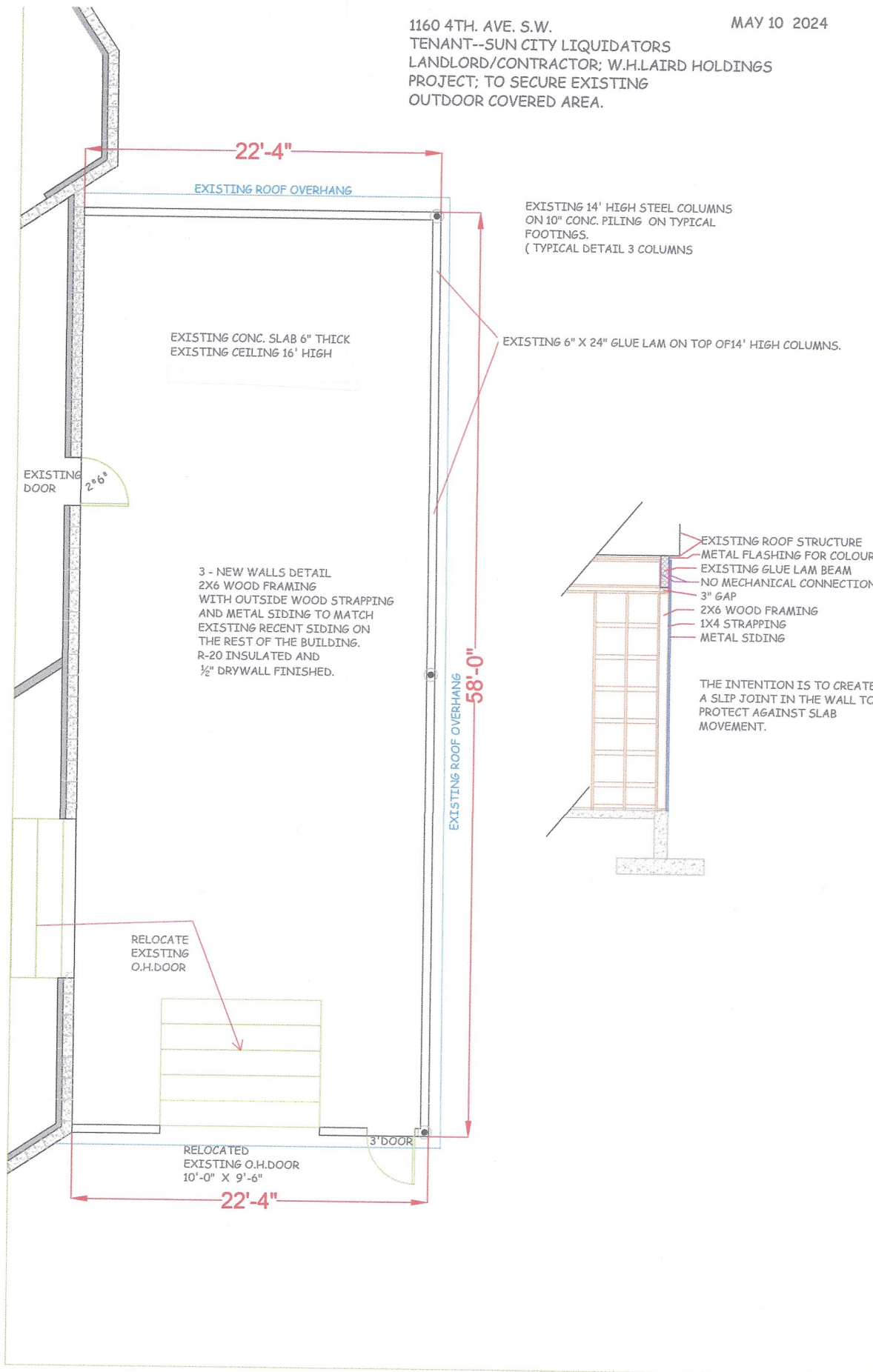
September 8, 2020  
**BROWNE JOHNSON LAND SURVEYORS**  
 B.C. AND CANADA LANDS  
 SALMON ARM, B.C. 250-832-9701  
 File: 321-20 321-20.raw





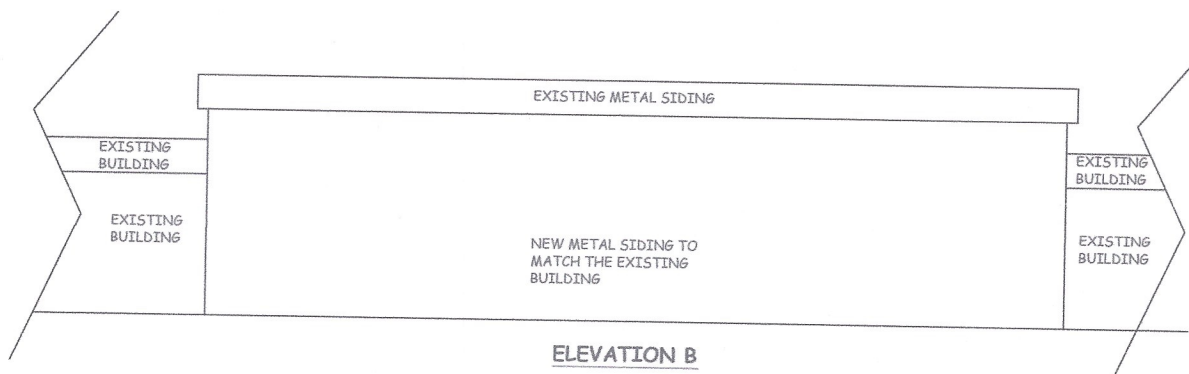
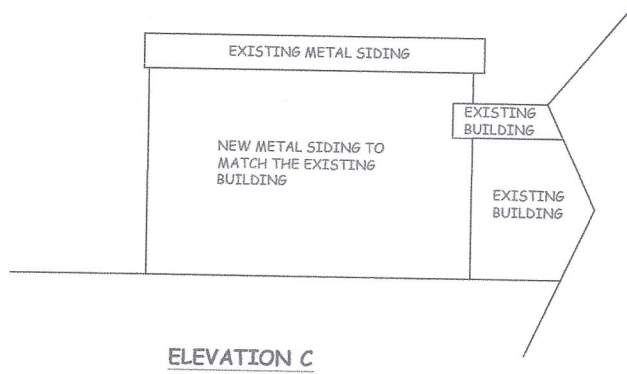
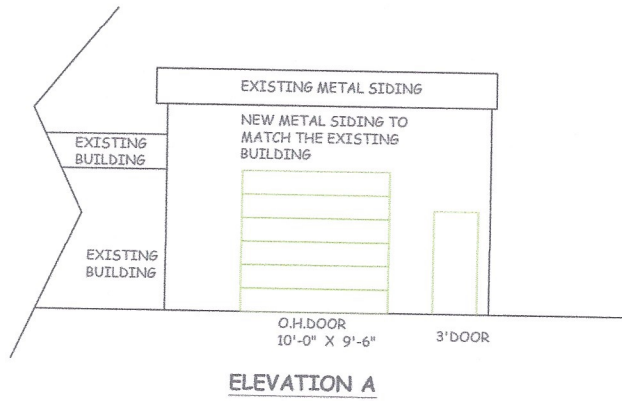
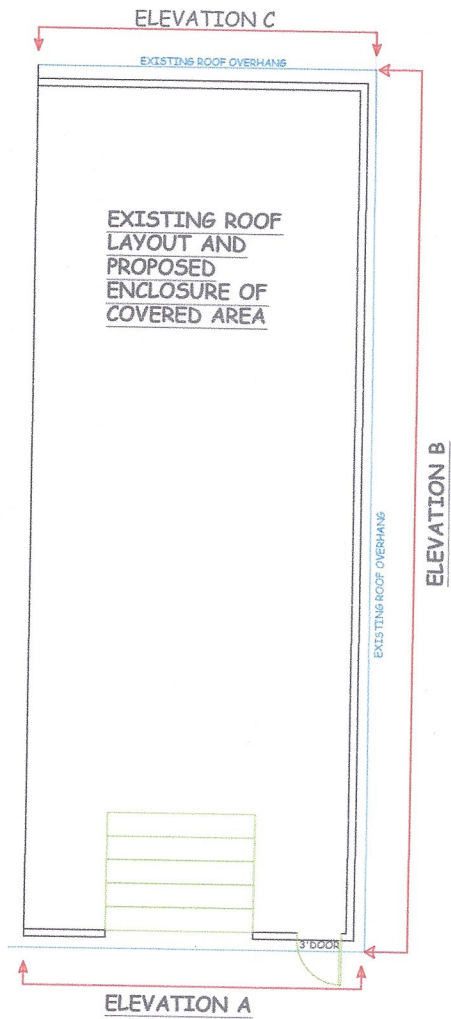
1160 4TH. AVE. S.W.  
 TENANT--SUN CITY LIQUIDATORS  
 LANDLORD/CONTRACTOR; W.H.LAIRD HOLDINGS  
 PROJECT; TO SECURE EXISTING  
 OUTDOOR COVERED AREA.

MAY 10 2024



JUNE 6 2024

1160 4TH. AVE. S.W.  
TENANT--SUN CITY LIQUIDATORS  
LANDLORD/CONTRACTOR;  
W.H.LAIRD HOLDINGS  
PROJECT; TO SECURE EXISTING  
OUTDOOR COVERED AREA.







**REQUEST FOR DECISION**

To: Mayor & Members of Council

Title: Director of Engineering and Public Works – Lining of the Foreshore Sanitary Main - Phase 2 Construction Tender Award

Date: October 15, 2024

---

**Motion for Consideration:**

THAT: the 2024 Budget contained in the 2024 to 2028 Financial Plan be amended to reallocate \$122,000 of additional funding to the Foreshore Sanitary Main – Phase 2 Construction project to be funded from the 4 Ave SW (TCH to 10 St SW) Construction Project;

AND THAT: Council approve the award of the Lining of the Foreshore Sanitary Main – Phase 2 Construction to Michels Canada Co. in accordance with the terms and conditions of the tender in the amount of \$1,459,963.59 plus taxes as applicable;

AND FURTHER THAT: Council authorizes a pre-approved contingency in the amount of \$146,000 (approximately 10%) to support the project.

**Background:**

In 2017 Phase 1 of the lining of the Foreshore Sanitary Main was completed, lining approximately 1,300m of sanitary sewer. In 2024, the City budgeted to complete Phase 2 of this project, lining an additional 775m of 500mm diameter sewer.

The Tender was issued July 2024 and closed August 15, 2024, at which time the City received four (4) submissions, with results as follows:

Company	Tender Amount (excluding applicable taxes)
Michels Canada Co.	\$1,459,963.59
PW Trenchless	\$1,777,702.68
SALOC, A Division of Colas Western Canada Inc.	\$1,895,846.00
D Webb Contracting Inc.	\$1,951,690.00

Associated Engineering Ltd. (AE) is the City’s appointed Engineer for design, tender and construction services on this project. AE have reviewed the tender submissions and confirmed that Michels Canada Co. were the lowest bid, and therefore recommend their award. AE also recommend carrying a contingency of 10% and therefore recommend that a total recommended budget of \$1,605,959.95 be allocated to this project for construction.

The 2024 Capital Budget includes the 4 Ave SW (TCH – 10 St SW) – Construction project. This project funding is reserved for the City portion of the improvements undertaken by the Ministry of Transportation and Infrastructure (MOTI) when widening the portion of Highway 1 between 10 Ave SW and 10 St SW. The budget includes funding for sanitary sewer, storm sewer, and roads improvements, and is linked to the MOTI project timing. The City has been informed that the MOTI project will not proceed in 2024 so the funds are available for redistribution. Staff are recommending allocating \$122,000 from the 4 Ave SW (TCH – 10 St SW) – Construction project, to this project ensuring that the full recommended budget, including 10% contingency is available for construction this winter.

This project is scheduled to be undertaken during the winter when lake levels are low and the ground is frozen for access. The project is scheduled to be completed by the end of February 2025.

**Legislative authority / plans / reports:**

	Official Community Plan		Active Transportation Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	x	2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

The current available allocated budget for this project is approximately \$1,485,000. Although this is sufficient to cover the Tender Award, an additional \$122,000 is required to provide the engineer’s recommended contingency.

**Alternatives & Implications:**

The City could choose to award the project without budgeting the additional 10% contingency, however this would be against the engineer’s recommendations and may require staff to request a budget allocation from Council when construction timelines are tight, risking successful project completion.

**Communication:**

Once the contract has been awarded, the Trail Alliance and SABNES will be notified that the trail will be closed for the duration of the project, from the east end of Harbourfront Drive to Christmas Island. Dates will be confirmed near to commencement as these are dependant on the contractor and weather.

Information on the project will be issued to the public through social media two weeks prior to commencement and then again immediately before commencement.

Prepared by: Engineering Assistant 2  
 Reviewed by: Director of Engineering and Public Works  
 Reviewed by: Chief Financial Officer  
 Approved by: Chief Administrative Officer

Attachments: Location Plan



RELINING OF FORESHORE SANITARY MAIN  
PHASE 2





**REQUEST FOR DECISION**

To: Mayor & Members of Council

Title: Community Heritage Commission – Commission Member Applications

Date: October 15, 2024

**Motion for Consideration:**

THAT: Council appoint one (1) member at large to the City of Salmon Arm Community Heritage Commission for a term ending August, 2025.

**Background:**

In seeking applicants for a Citizen at Large position on the Community Heritage Commission, the City advertised in the September 5 and September 12 editions of the Observer, posted on the City website and social media. In response to the advertisements, submissions were received from Barbara Raynor, Bryan Bance, Carolyn Black and Lorne Reimer.

The Terms of Reference (TOR) for the Commission outline that the CHC will advise the Council on heritage conservation matters and undertake and provide support for such activities as benefit and provide for the advancement of heritage conservation in the City.

In the TOR the CHC is to be comprised of three (3) members of R.J. Haney Heritage Village and Museum, three (3) Citizens at Large, and one (1) member of Council. Currently there are six (6) members appointed to the CHC. One Citizen at Large position needs to be filled.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
✓	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

Bylaw No. 3617 – A bylaw to establish a Community Heritage Commission

**Financial Considerations:**

None.

**Alternatives & Implications:**

N/A

**Communication:**

N/A

Prepared by: Planner II  
Reviewed by: Manager of Planning & Building  
Reviewed by: Director of Planning & Community Services  
Approved by: Chief Administrative Officer





**REQUEST FOR DECISION**

To: Mayor & Members of Council

Title: Manager of Roads & Parks - McGuire Lake Walkway Lighting - Memorandum of Understanding - Salmon Arm Daybreak Rotary Club

Date: October 15, 2024

**Motion for Consideration:**

THAT: Council authorize the Mayor and Corporate Officer to execute the Memorandum of Understanding with Salmon Arm Daybreak Rotary Club for the funding agreement in relation to the McGuire Lake Walkway Lighting Project.

**Background:**

At the Regular Council meeting of June 12, 2023 City of Salmon Arm Council authorized staff to proceed with the purchase and installation of 11 LED post top street light standards for the walkway lighting at McGuire Lake at an estimated cost of \$202,812.50, subject to financial partnership with the Salmon Arm Daybreak Rotary Club

In a meeting on September 12, 2024 it was confirmed that Rotary has the funding to move forward with this project. Attached is a copy of the proposed Memorandum of Understanding. Once executed by the Mayor and Corporate Officer, City staff will then proceed with a public procurement process and prepare a Request for Quotation to obtain a contractor to complete the works. The timing of the project is dependent on contractor availability and weather conditions which may delay installation of the works until spring 2025.

The project includes a City contribution of \$44,430, which was budgeted for a phased lighting approach before Rotary reached out with their proposed contribution. The City has contributed the design and cost estimates, prepared by Gentech Engineering in 2023.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

Additional operation and maintenance costs will be incurred through electrical use, pole and fixture maintenance. The addition of 11 LED post top street lights represents an approximate 1% increase to the City's inventory. The resulting impact to the operations and maintenance budget is approximately \$750 per year. The capital depreciation is estimated at \$650 per year. Therefore, the increase in street lighting inventory is anticipated to add an additional financial liability to the City of \$1,400 per year. Staff anticipate these increases can easily be addressed in the 2025 budget.

**Alternatives & Implications:**

The revised timelines may affect overall pricing, however, we will not be able to confirm until final quotations have been received. If contractor availability and weather do not cooperate, the works will be proposed for spring 2025.

**Communication:**

Prepared by:     Manager of Roads & Parks  
Reviewed by:     Director of Engineering & Public Works  
Reviewed by:     Chief Financial Officer  
Approved by:     Chief Administrative Officer

**Attachments:**

- Memorandum of Understanding – Funding Agreement

## **MEMORANDUM OF UNDERSTANDING**

**BETWEEN CITY OF SALMON ARM, AND  
SALMON ARM DAYBREAK ROTARY CLUB**

### **WHEREAS:**

- A. McGuire Lake Park, located at 500 - 6 Street NE, is routinely used by the public to walk for fitness, enjoyment and connection to downtown; and
- B. The community would benefit from the addition of lighting to provide a safe, accessible, comfortable route and trail/walkway connection all days of the year and all hours of the day.
- C. The City has obtained an Opinion of Probable Cost for the supply, construction and installation of the lighting from Gentech Engineering, dated May 2023, in the amount of \$202,812.50, plus taxes as applicable.

### **THEREFORE:**

1. The parties confirm their intention to work together cooperatively to develop and install lighting along the current McGuire Lake Park walkway.
2. The parties share the following objective in developing and installing walkway lighting:
  - a. To enhance the safety, accessibility, and trail/walkway connectivity to downtown for visitors and citizens.
3. In pursuit of their mutual goal to develop and install walkway lighting along the McGuire Lake Park walkway, at the earliest opportunity, the parties agree to commit resources towards the following milestones:
  - a. Design and Construction Administration and public procurement process has or will be provided by the City of Salmon Arm.

- b. Prior to Construction Award, the Salmon Arm Daybreak Rotary Club will provide to the City of Salmon Arm a cash contribution in the amount equal to the quoted amount received through a public procurement process in accordance with City of Salmon Arm Procurement Policy, less \$44,430 (City contribution), as outlined in the Council Resolution No. 0293-2023, dated June 13, 2023, with costs estimated at \$202,812.50;
  - c. The City will authorize the installation of lighting along the McGuire Lake Park walkway (500 – 6 Street NE) and commit \$44,430 towards the construction, as approved within the 2024 budget. The City will be responsible for all future operations, maintenance, repair and management of the lighting;
  - d. The City will arrange for the construction of the aforementioned lighting and ensure that the project is managed throughout and,
  - e. The City assumes no responsibility for project cost over-runs or funding shortfalls, however, we agree if the project faces cost over-runs or funding shortfalls at any time, the parties will convene to determine a best path forward.
4. The parties acknowledge their mutual intent that the design, development, construction and installation of the lighting system be a partnership between the parties, and each agree to work together to bring this project to successful completion.

WHEREFORE the parties have signed this Memorandum of Understanding  
this \_\_\_\_ day of \_\_\_\_ 2024.

**CITY OF SALMON ARM** by its  
authorized signatory(ies):

\_\_\_\_\_  
Mayor Alan Harrison

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Rhonda West, Corporate Officer

\_\_\_\_\_  
Date:

**SALMON ARM DAYBREAK  
ROTARY** by its authorized  
signatory(ies):

\_\_\_\_\_

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Date:





## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Utilities – Purchase Recommendation – Water Treatment Plant Generator

Date: October 15, 2024

---

### Motion for Consideration:

THAT: Council approve the purchase of the Water Treatment Plant Generator from Canada Power Generator Inc. for the quoted amount of \$134,996.42 plus taxes, as applicable.

### Background:

The City of Salmon Arm’s Water Treatment Plant was placed online in May, 2009 to treat raw water from Shuswap Lake to meet the parameters specified under the Drinking Water Protection Act. At the time of design a small stand-alone outdoor generator was determined to be sufficient to power a few minor appurtenances of the water plant including lights and computers. Over the last few years Interior Health has tightened their requirements such that if the Ultra Violet disinfection train is not running, which it does not when the power is off, the City would be required to issue a Water Advisory. The after effects of flushing and testing all of our network to remove the advisory would be time consuming and costly. Furthermore, with the increasing frequency of major weather events and nearby wildfires, the City has prioritized outdoor generator installations at critical sites to ensure operational viability.

A Request for Quotation was advertised on BC Bid for the supply and delivery of a generator. On September 25, 2024, four (4) companies submitted, as follows:

Company	Model	Sub-Total	Total Incl. Tax
Canada Power Generator Inc.	Perkins	\$134,996.42	\$151,195.99
Frontier Power Products ULC	Perkins	\$138,947.00	\$155,620.64
Total Power Ltd.	Generac	\$148,698.00	\$166,541.76
Cullen Diesel Power Ltd.	Rolls-Royce	\$182,063.00	\$203,910.56

Staff have reviewed submitted proposals and all submissions have satisfactorily met the specified requirements. Canada Power Generator Inc. is based out of Alberta and has not supplied equipment to the City of Salmon Arm. Staff checked references and do not have any concerns with the recommended purchase. The estimated delivery time is 18 – 20 weeks.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Equipment Replacement Reserve Fund
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
X	Other		Long Term Financial Plan

In accordance with Section 3(1) of the Purchasing Policy No. 7.13, purchases exceeding \$100,000 must be submitted to Council for approval.

**Financial Considerations:**

The approved funding for this purchase is \$280,000 from the water capital budget.

**Alternatives & Implications:**

In establishing the budget for the 2024 Capital program staff had initially proposed purchasing a portable generator that could be used at multiple sites as necessary; specifically Zone IV pump station. However after reviewing options and prices between an outdoor stationary generator and the portable version staff has determined the stationary option is the most prudent approach as the portable units are twice the expenditure. Furthermore, the large portable generators are very heavy and difficult to move requiring specific sized towable vehicles. The original Water Plant generator will then be relocated to Clares Cove sanitary lift station in Canoe for emergency backup and a new generator for Zone IV pump station will be proposed in the 2025 water capital budget.

**Communication:** N/A

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

Attachments: N/A



**REQUEST FOR DECISION**

To: Mayor & Members of Council

Title: Director of Engineering & Public Works - Airport Appreciation Day – June 29, 2025

Date: October 15, 2024

---

**Motion for Consideration:**

THAT: the 2025 Budget include \$28,975.00 for the 2025 Airport Appreciation Day funded from the Airport Marketing and Promotion Reserve; with 75% of the gate revenue going to the Salmon Arm Flying Club and 25% to the City to mitigate expenses, subject to the City procuring adequate liability insurance.

**Background:**

The Salmon Arm Flying Club holds a biannual Airport Appreciation Day at Shuswap Regional Airport to showcase the Airport facilities and services in addition to putting on an air show and static display of various aircraft. This event is held in conjunction with the Salmon Arm Fire Department and the Shuswap Emergency Preparedness program with representation from BC Ambulance Service, RCMP, and various other emergency responders.

The Airport Operations Committee reviewed the request from the Shuswap Flying Club on September 18, 2024 and unanimously supported the request as part of the 2025 Operation and Capital Budget review.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2025-2029 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

A budget request of \$29,975.00 has been put forward by the Salmon Arm Flying Club to organize and host the event. The Salmon Arm Flying Club would retain 75% of the gate receipts to cover the event costs and the remaining 25% would be payable to the City of Salmon Arm. The event funding would be taken from the Airport Marketing & Promotion Reserve and would be added to the 2025 budget for Council’s consideration.

**Alternatives & Implications:**

Not applicable

**Communication:**

The Shuswap Flying Club will be responsible for coordinating the event advertising and communications.

Prepared by: Director of Engineering & Public Works

Reviewed by: Chief Financial Officer

Approved by: Chief Administrative Officer

**Attachments:**

- Airport Appreciation Day 2025 Request Letter
- Airport Appreciation Day 2025 Budget



**Salmon Arm Flying Club**  
**4300B – 20<sup>th</sup> Ave. S.E.**  
**Salmon Arm, BC**  
**V1E 1X9**

24 September 2024

Mr. Rob Niewenhuizen  
Director of Engineering and Public Works  
City of Salmon Arm, Box 40  
500-2nd Ave NE  
Salmon Arm BC V1E 4N2

Dear Mr. Niewenhuizen

AIRPORT APPRECIATION DAY 2023

The Salmon Arm Flying Club is in the early stages of planning for an Airport Appreciation Day (AAD) to be tentatively held on Sunday, 29 June 2025.

We are hereby submitting a request for approval and support to host the event by allocating funding to cover anticipated expenses from the Airport Promotional reserve. Also, it is expected that the City of Salmon Arm will cover the additional liability insurance costs. As in the past, the city will receive 25% of the gate receipts and the return of any unused funding.

The AAD is expected to be held in partnership with the Salmon Arm Fire Department and Shuswap Emergency Preparedness. Their past participation and displays were responsible for making the event the huge success that it was. Our budget estimate is larger for 2025 as it is expected that costs for air show performers as well as all other costs will have gone up considerably.

It is hoped that our attached budget proposal, in the amount of \$28,975.00 be given favourable consideration. Should you require additional information, do not hesitate to contact the undersigned at any time.

Sincerely,

Steven Genn  
President  
W - 250-832-6911  
C – 250-804-3398  
Email: sgenn@telus.net



**AIRPORT APPRECIATION DAY 2025  
Budget Proposal**

AIR EVENT	Budget
Airshow Performers	\$ 14,000.00
Fuel for all aircraft	\$ 3,500.00
Smoke Oil for all aircraft	\$ 1,000.00
Accommodation	\$ 1,500.00
Rental Car	\$ 500.00
<b>ADVERTISING - PR</b>	
Radio	\$ 750.00
Posters	\$ 1,500.00
Newspaper Advertising	\$ 300.00
Programs	\$ 500.00
Videographer	\$ 700.00
<b>SECURITY AND CONTINGENCY</b>	
T-Shirts, Hats, Security Ident, etc.	\$ 1,200.00
<b>MISCELLANEOUS</b>	
Portable Toilets	\$ 1,500.00
PA System	\$ 175.00
Transport Canada Fee - Special Flight Operations	\$ 50.00
Garbage Bags, Cleaning Supplies,Flagging Tape, etc	\$ 150.00
Tent Rental (Included an extension to the main tent)	\$ 1,650.00
Totals	\$ 28,975.00



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Deputy Fire Chief – Community and Emergency Preparedness Fund – Volunteer and Composite Fire Departments Equipment and Training Grant 2024

Date: October 15, 2024

---

### **Motion for Consideration:**

THAT: the 2024 Budget contained in the 2024-2028 Financial Plan Bylaw be amended to include \$40,000.00 for firefighting equipment and training (\$8,000.00 – 2 Thermal Cameras, \$10,000.00 for 4” hose, \$4,000.00 for radios and \$18,000.00 for Hazardous Material Response Training), funded from the Community Emergency Preparedness Grant;

AND THAT: Council authorize submission of a grant application under the Community Emergency Preparedness Fund – Volunteer and Composite Fire Departments Equipment and Training in the amount of \$40,000.00.

### **Background:**

The Community Emergency Preparedness Fund (CEPF) is a suite of funding streams intended to support First Nations and local governments to better prepare for disasters and reduce risks from natural hazards in a changing climate. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities. The City was successful in securing this grant under the 2023 program.

The Volunteer and Composite Fire Departments Equipment and Training Grant is a maximum amount of \$40,000.00 and is designed to help fire departments with equipment and training to their level of service in regards to the BC Structure Firefighter Minimum Training Standards. The Salmon Arm Fire Department is currently a “Full Service” level, which is the highest level of training.

The application deadline is October 18, 2024.

The projects identified for this grant application are:

- 1) Two new Thermal Imaging Cameras for Fire Fighter Rescue (Rapid Intervention Team);
- 2) Replacement 4” Large Diameter Supply Hose to replace hose nearing the end of its service life;

- 3) Certified Hazardous Materials Operations Level Training (outside training provider) to bring our full membership up from Awareness Level to Operations Level, to complement the 15 members currently with the certification.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

The use of grant funding will allow us to have Fire Department members trained to the higher level sooner than using regular budgetary funding, as well as obtaining additional equipment that we may not be able to purchase otherwise. This will free up regular budgetary funding for other uses.

**Alternatives & Implications:**

The alternative to not applying for this grant, is using regular budget funding for our equipment and training. This will limit or delay the number of members who are able to achieve the higher level of training, as well as limit the amount of equipment we are able to purchase during this budget cycle.

**Communication:**

N/A

Prepared by: Deputy Fire Chief  
 Reviewed by: Fire Chief  
 Reviewed by: Chief Financial Officer  
 Approved by: Chief Administrative Officer

**Attachments:**

- None



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Fire Chief – Firehall No. 2 Expansion Funding Request and Award

Date: October 15, 2024

---

### Motion for Consideration:

THAT: the 2024 Budget contained in the 2024-2028 Financial Plan be amended to reflect additional funding for the expansion of Fire Hall No. 2 in the amount of \$211,000 which includes additional funds required to award the tender, contingencies, building permit, and engineering costs; reallocated from the Canada Community Building Fund (Community Works Fund);

AND THAT: Council award the Fire Hall No. 2 Expansion project to 478868 BC Ltd o/a McDiarmid Construction in accordance with the tendered price in the amount of \$582,081.00 plus taxes as applicable.

### Background:

Salmon Arm Fire Hall No. 2 is located at 200 – 30 St SE. It was built in 2002 and has served the Fire Department well. Over the years, the Fire Department has expanded, and currently requires additional space to house equipment and apparatus. Fire Hall No. 2 was determined to be the best place for an expansion, and preliminary drawings and budget figures were completed in 2023. At that time, the expansion was estimated to cost \$500,000, and actual engineering and architectural drawings were initiated.

Final plans and tender documents were completed in 2024 and a tender was issued and posted on BC Bid on July 22, 2024, closing on August 26, 2024. Six (6) tenders were received by the City, all of them over the 2024 Budget of \$500,000. A summary of the proposals are as follows:

Company	Cost
Ledcor Construction Limited	\$ 765,000.00 plus GST
Maddocks Construction Ltd.	\$ 686,915.20 plus GST
Sawchuck Developments Co Ltd.	\$ 812,971.00 plus GST
ICE Special Projects LTD.	\$ 1,109,361.00 plus GST
<b>478868 BC Ltd o/a McDiarmid Construction</b>	<b>\$ 582,081.00 plus GST</b>
Encan Construction Ltd.	\$ 660,188.09 plus GST

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw	X	2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

The 2024 budget for the Fire Hall No. 2 Expansion is \$500,000, funded from the Canada Community Building Fund (Community Work Fund) aka Gas Tax.

Revised total cost estimates for the project, utilizing the lowest tender submission, require an additional \$211,000. This is attributed to engineering, building permit and contingency estimated at 10% of project costs. The increased costs associated with this project are reflective of increased general construction costs, not changes to the scope of the project.

Earlier this year, Council authorized the signing of a renewed Community Works Fund Agreement for 2024 – 2034. The current estimated unallocated balance of the Community Works Reserve is \$367,885. It is, therefore recommended to amend the 2024 Budget and reallocate an additional \$211,000 towards the Fire Hall No. 2 Expansion project.

**Alternatives & Implications:**

Council could elect not to approve the award and the project could be either deferred and re-budgeted in 2025 or cancelled. Although it is anticipated that delays in the project will incur similar cost increases over time.

**Communication:**

N/A

Prepared by: Fire Chief  
Reviewed by: Chief Financial Officer  
Approved by: Chief Administrative Officer

Attachments:

- None



**REQUEST FOR DECISION**

To: Mayor & Members of Council

Title: Fire Chief - Fire Prevention and Fire Department Amendment Bylaw No. 4672

Date: October 15, 2024

---

**Motion for Consideration:**

THAT: the Bylaw entitled City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4672 be read a first, second and third time.

**Background:**

On August 1, 2024, the Government of BC replaced the *Fire Services Act* with the *Fire Safety Act*. This change requires the City of Salmon Arm to formally update the wording in City of Salmon Arm Fire Prevention and Fire Department Bylaw No. 3792 to reference the new *Fire Safety Act*.

Additional changes included in the new *Fire Safety Act* require local governments to:

- “designate in writing persons or a class of persons as fire inspectors to conduct fire safety inspections”. [Part 4, 8(1)];
- “designate in writing person or a class of persons as fire investigators to conduct fire investigations” [Part 7, 23(1)]

In consultation with a representative from the Office of the Fire Commissioner, staff were given direction that amending the current bylaw to include a paragraph whereby the Fire Chief will designate City of Salmon Arm Career fire department members responsibility for Fire Prevention and Fire Investigations, as defined in the Provincial *Fire Safety Act*, complies with the new legislation.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
X	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

None.



**Alternatives & Implications:**

None.

**Communication:**

Prepared by: Fire Chief  
Reviewed by: Corporate Officer  
Approved by: Chief Administrative Officer

**Attachments:**

- City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4672

CITY OF SALMON ARM  
BYLAW NO. 4672

A bylaw to amend "City of Salmon Arm Fire Prevention and Fire Department Bylaw No. 3792"

---

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Fire Prevention and Fire Department Bylaw No. 3792 be amended as follows:

1. That the words "Fire Services Act" be replaced with the words "Fire Safety Act" throughout the entirety of the bylaw.
2. That in Part 2 - FIRE DEPARTMENT - the following paragraph be inserted after paragraph 6.2:

6.3 The Fire Chief will designate City of Salmon Arm Career Fire Department members, responsibility for Fire Prevention and Fire Investigations, as defined in the Provincial *Fire Safety Act*.

SEVERABILITY

3. 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

4. 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

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

CITATION

6. This bylaw may be cited as "City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4672."

READ A FIRST TIME THIS DAY OF 2024

READ A SECOND TIME THIS DAY OF 2024

City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4672

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: Chief Financial Officer - Permissive Tax Exemptions – New Applications - 2025

Date: October 15, 2024

---

### **Motion for Consideration:**

THAT: Bylaw entitled City of Salmon Arm 2025 Permissive Tax Exemption Bylaw No. 4671 be read a first and second time.

### **Background:**

At the Regular Council Meetings held on October 11, 2022 and October 23, 2023, Council adopted Bylaws No. 4551 and 4604 granting various Organizations a Permissive Tax Exemption for a one to three (3) year period (2023, 2024 and 2025). This is the final year of the current three (3) year permissive tax exemption cycle and new applications will be required of all applicants next year for exemption in 2026.

As of July 31, 2024, two (2) new applications have been received requesting a Permissive Tax Exemption for the 2025 taxation year. Pursuant to Section 224 of the *Community Charter*, adoption of this bylaw will exempt the subject properties from not only general municipal tax estimated at \$27,131 but also taxes levied by other governments of \$20,319 (i.e. School, Regional District, Regional Hospital, Library, MFA and BCAA). The City is still responsible for payment of the exempted taxes levied by other governments and the remaining tax base must make up this difference.

It is important to note that statutory exemptions (legislated pursuant to Section 220 of the *Community Charter*) allow churches and the property they sit on, an automatic exemption. Council has historically granted a permissive tax exemption to churches for the remaining property, up to 2 acres. For societies, senior facilities and sports clubs, Council has historically permissively exempted all land and improvements, provided they are owned by a charitable, philanthropic or other not-for-profit organization and are used for the purpose that is directly related to the core activities of the organization.

The total general municipal tax exemption amount for 2025 is estimated at \$818,090 which represents approximately 3.65% of the City's general municipal tax levy as follows:

Group	Estimated Tax Exemption
Churches (* note)	\$ 44,506
Non-Profit Societies	459,170
Seniors Centres	12,716
Sports Clubs	<u>301,698</u>
Total	\$ 818,090

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

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
X	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

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

Pursuant to Section 227 of the *Community Charter*, the City of Salmon Arm is required to advertise all properties being considered for a permissive tax exemption and the value of said exemptions. As such, advertisements will be placed in the Salmon Arm Observer on October 17th and 24th, 2024.

This bylaw must be adopted by October 31, 2024 to be in effect for the 2025 tax year.

**Financial Considerations:**

All applications received have been provided to Council. Discussed below are the new applications:

1. Salmon Arm Elks Recreation Society  
Civic Address: 3690 30 Street NE  
Roll No. 04120.000

In 2022, Council approved a permissive tax exemption on the above noted property, except the portion of land and trailer used for a Caretaker Residence, for 2023 only. Prior to the submission of a new application, Council requested that the Salmon Arm Elks Recreation Society (Elks) present a summary of their community contributions. The Elks presented to Council at the 2023 Budget – Public Input meeting held on November 14, 2022. Council then approved a permissive tax exemption for 2024 only.

In April 2024, the City entered into a License to Occupy Agreement with the Elks to use a portion of the property to accommodate recreational programming. This agreement

expires October 31, 2028. The land and improvements are used for the purposes of providing recreational facilities and baseball fields, for the use and benefit of the community.

The estimated value of a permissive tax exemption for 2025 would be \$15,778 (General Municipal - \$9,674 and Other Governments \$6,104).

2. 0731010 BC Ltd.  
Occupier: Living Waters Community Church  
Civic Address: 391 Hudson Avenue NE  
Roll No. 06526.015

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

Council previously exempted a portion of the property located at 391 Hudson Avenue NE as the previous tenant also used the space for public worship.

The estimated value of a permissive tax exemption for 2025 would be \$4,615 (General Municipal - \$2,173 and Other Governments \$2,442).

Other proposed changes and administrative updates:

1. Shuswap Community Church  
Civic Address: 3151 6 Avenue NE  
Roll No. 01197.020

This property is 2.817 acres in total and qualifies for a statutory exemption under Section 220 (1)(h) for the building set apart for public worship and the land on which the building stands. Council previously approved a permissive exemption for the remainder of the property up to 2 acres under Section 224(2)(f). This section allows for an exemption in relation to property exempted under Section 220(1)(h) for the land surrounding the exempted building, a hall and the land it sits on that is necessary for the exempted building, and the area of land surrounding the hall.

A secondary office building is included on this property and has recently been confirmed by BC Assessment as being used exclusively for administrative purposes. As a result, the secondary building no longer qualifies under Section 224(2)(f) and must instead be exempted under Section 224(2)(a). This section allows for exemption of land or improvements that are owned by a charitable, philanthropic or other not for profit corporation, and that Council considers are used for a purpose that is directly related to the purposes of the corporation.

As a result, the proposed tax exemption Bylaw has been updated to reflect this administrative change and even though permissive exemptions are now considered under



2 different sections, the exempted area continues to be restricted to 2 acres as per Councils intent.

The estimated value of a permissive tax exemption for 2025 would be \$27,057 (General Municipal - \$15,284 and Other Governments \$11,773). No additional exemption is being granted as a result of this administrative change.

**Alternatives & Implications:**

Permissive tax exemptions are at the discretion of Council. There is no obligation to give an exemption. Council may, at its discretion, reject any or all applications brought forward for consideration in any given year.

**Communication:**

Following adoption, the bylaw will be forwarded to BC Assessment Authority prior to October 31, 2024. In addition, a letter will be provided to all applicants advising them of Council's decision.

Prepared by: Chief Financial Officer  
Approved by: Chief Administrative Officer

**Attachments:**

- Bylaw entitled City of Salmon Arm 2025 Permissive Tax Exemption Bylaw No. 4671

## CITY OF SALMON ARM

### BYLAW NO. 4671

#### **A bylaw to exempt from taxation certain lands and improvements for the 2025 year**

---

WHEREAS it is provided by Section 224 of the *Community Charter*, that the Council may, by bylaw, exempt from taxation under Section 197(1)(a) [*municipal property taxes*] certain lands, improvements or both;

AND WHEREAS Section 220 of the *Community Charter* statutorily exempts certain property from taxation;

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

#### 1. PLACES OF WORSHIP

Those public worship properties set out in Schedule "A" attached to and forming part of this bylaw, shall be exempted from taxation to the extent indicated in this bylaw and permitted by legislation, and:

- a) In addition to property that is exempt under Section 220(1)(h) of the *Community Charter*:
  - i. Pursuant to Section 224(2)(f)(ii), all public worship halls located on the same property or adjacent property owned by the religious organization or its trustees shall also be exempted, including the land upon which the halls stand; and
  - ii. Pursuant to Section 224(2)(f)(i) and (iii), the area of land surrounding the exempt building set apart for public worship and the area of land surrounding the exempt halls shall not exceed a combined exempt area of 2 acres.
- b) Where there is a residence located on the same public worship property, the residence and any ancillary buildings and the land upon which the residence and ancillary buildings actually stand, as well as any area of land deemed to be associated with the use and enjoyment of the residential and ancillary buildings, is not eligible for exemption and shall be assessed and taxed as residential property.

#### 2. NOT FOR PROFITS

Those non-profit properties set out in Schedule "B" attached to and forming part of this bylaw, shall be exempted from taxation to the extent indicated in this bylaw, and permitted by legislation.

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 2025 Permissive Tax Exemption Bylaw No. 4671"

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

**PLACES OF WORSHIP PROPERTIES**

[Pursuant to the *Community Charter*, Section 224(2)(f)]

P.I.D NO.	ROLL NO.	LEGAL DESCRIPTION	CIVIC ADDRESS	REGISTERED OWNER/LESSEE	FOR TAXATION YEARS	EXTENT OF EXEMPTION
018-686-249	01197.020	Lot A, Plan KAP51918, 18-20-9	3151 6 Avenue NE	Shuswap Community Church	2025	Area of land surrounding the exempt building, except the portion of land and improvements used for administrative purposes (see Schedule "B").

[Pursuant to the *Community Charter*, Section 224(2)(g)]

P.I.D NO.	ROLL NO.	LEGAL DESCRIPTION	CIVIC ADDRESS	REGISTERED OWNER/LESSEE	FOR TAXATION YEARS	EXTENT OF EXEMPTION
001-895-621 / 001-895-630 / 001-895-648	06526.015	Lot A&B, Plan KAP28751, Lot 3, Plan KAP6678, 14-20-10	391 Hudson Avenue NE	0731010 BC Ltd / Living Waters Community Church	2025	14.02% of land and improvements for public worship (per Lease Agreement).

**NON-PROFIT PROPERTIES**

[Pursuant to the *Community Charter*, Section 224(2)(a)]

P.I.D NO.	ROLL NO.	LEGAL DESCRIPTION	CIVIC ADDRESS	REGISTERED OWNER/LESSEE	FOR TAXATION YEARS	EXTENT OF EXEMPTION
018-686-249	01197.020	Lot A, Plan KAP51918, 18-20-9	3151 6 Avenue NE	Shuswap Community Church	2025	Land and improvements for the administrative building only (see Schedule "A").
010-544-364	04120.000	Lot 3, Plan KAP4469, 30-20-9	3690 30 Street NE	Salmon Arm Elks Recreation Society	2025	Land and improvements, except portion of land and mobile home used as a Caretaker Residence (MHR #98553)

# CITY OF SALMON ARM

## BYLAW NO. 4615

### 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 May 13, 2024 at the hour of 7:00 p.m. was published in the May 2, 2024 and May 9, 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 1, Section 16, Township 20, Range 10, W6M, KDYD, Plan KAP67152 Except Plans EPP61547 and EPP61548 and Lot 2, Section 16, Township 20, Range 10, W6M, KDYD, Plan 2340 Except Plans H401 and EPP61549 from A-3 (Small Holding Zone) and C-3 (Service Commercial Zone) to C-3 (Service Commercial Zone), C-4 (Fuel Service Station Commercial and A-3 (Small Holdings Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

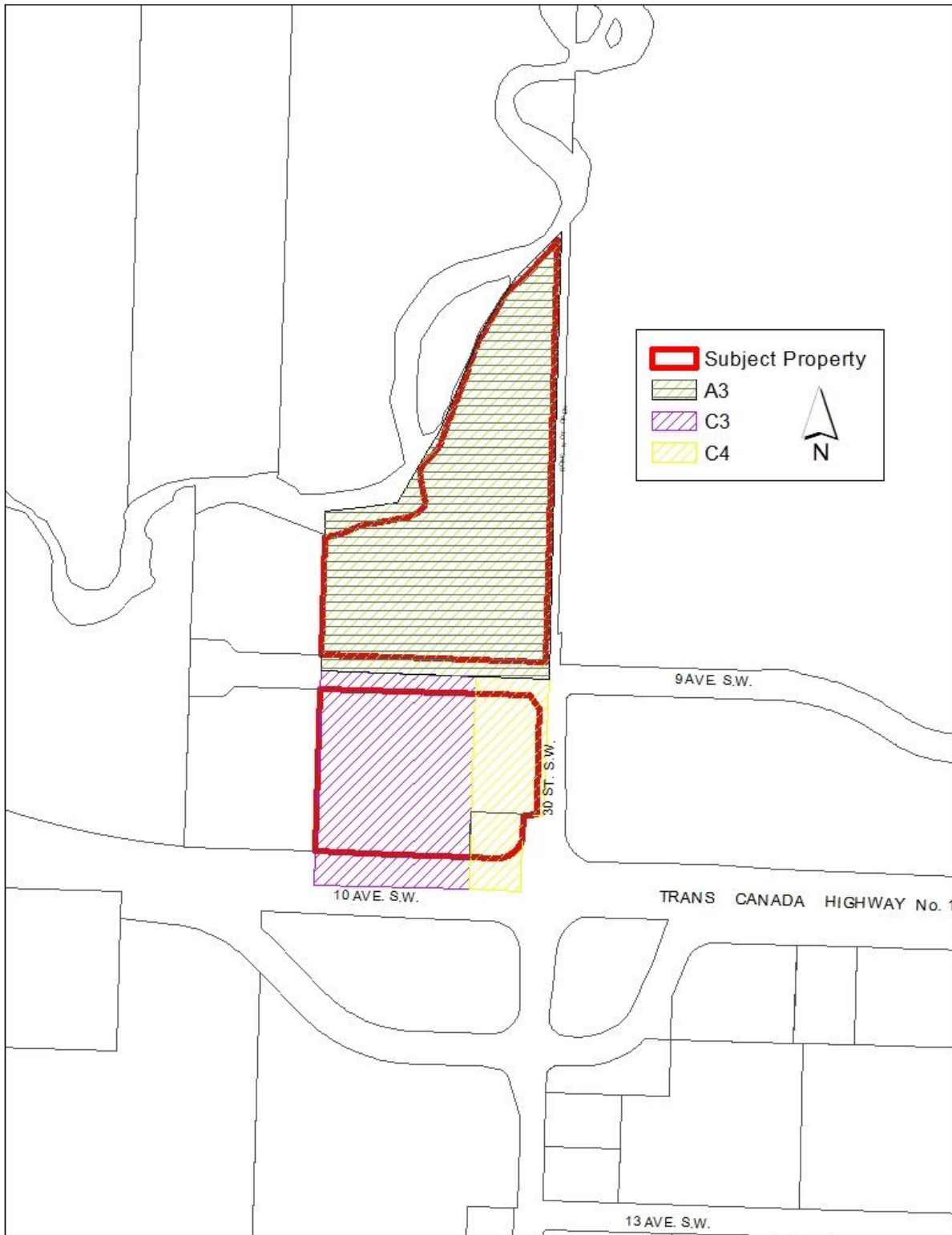
4. EFFECTIVE DATE

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





Schedule "A"



**COMMUNITY EVENTS**

City Parks & Spaces

# October

# 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30 Truth and Reconciliation Day City Hall Closed	1 Dress the Town Pink Campaign Junior Mountain Bike Rides 5:00pm	2 Dress the Town Pink Campaign	3 Dress the Town Pink Campaign	4 Dress the Town Pink Campaign	5 Dress the Town Pink Campaign Downtown Farmer's Market 9:00am to 1:00pm
6 Dress the Town Pink Campaign	7 Dress the Town Pink Campaign	8 Dress the Town Pink Campaign Junior Mountain Bike Rides 5:00pm	9 Dress the Town Pink Campaign	10 Dress the Town Pink Campaign	11 Dress the Town Pink Campaign	12 Dress the Town Pink Campaign Downtown Farmer's Market 9:00am to 1:00pm Apple Festival 9:00am to 1:00pm
13 Dress the Town Pink Campaign	14 Thanksgiving Day City Hall Closed Dress the Town Pink Campaign	15 Dress the Town Pink Campaign Junior Mountain Bike Rides 5:00pm	16	17	18	19 Downtown Farmer's Market 9:00am to 1:00pm
20	21	22 Junior Mountain Bike Rides 5:00pm	23	24	25	26
27	28	29 Junior Mountain Bike Rides 5:00pm	30	31 Hallowe'en Treat Trail 4:00pm to 7:00pm	1	2 Downtown Winter Market 10:00am to 1:00pm





## BUILDING PERMITS - YEARLY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
<b>2001</b>	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
<b>2002</b>	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
<b>2003</b>	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
<b>2004</b>	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
<b>2005</b>	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
<b>2006</b>	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
<b>2007</b>	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
<b>2008</b>	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
<b>2009</b>	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
<b>2010</b>	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
<b>2011</b>	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
<b>2012</b>	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
<b>2013</b>	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
<b>2014</b>	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
<b>2015</b>	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
<b>2016</b>	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
<b>2017</b>	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
<b>2018</b>	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
<b>2019</b>	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
<b>2020</b>	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
<b>2021</b>	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
<b>2022</b>	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
<b>2023</b>	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
<b>2024</b>	2,084,444	25,312,444	26,546,239	31,584,039	38,196,091	40,401,496	41,768,562	47,091,762	49,214,762			





August 19, 2024

City of Salmon Arm  
Box 40  
500 – 2 Avenue NE  
Salmon Arm, BC V1E 4N2

Attention: Mayor Allan Harrison & City Councilors

Dear Sir or Madam,

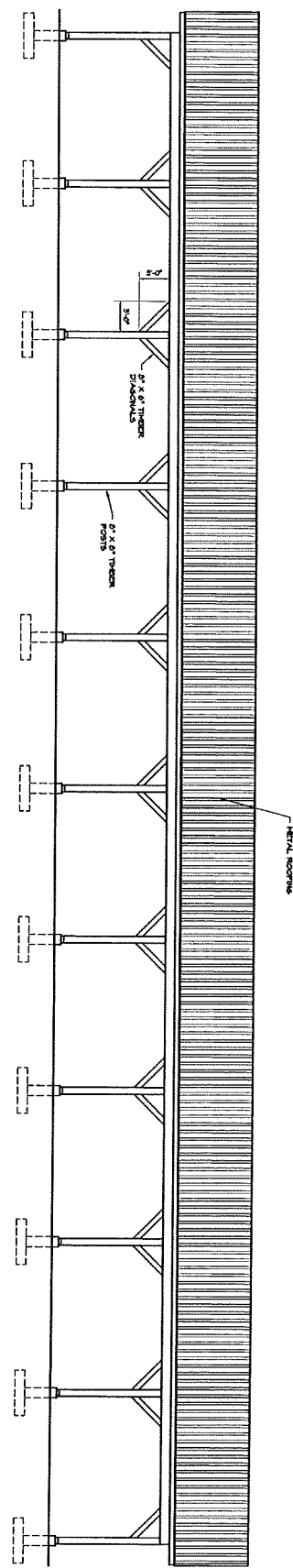
The Salmon Arm Fish and Game Club would like to build a covered area for archery. As we lease the land from the City, we understand the first step is to receive approval from City Council. This facility will be to replace our loss of usage of the indoor arena.

We hope this meets with your approval.

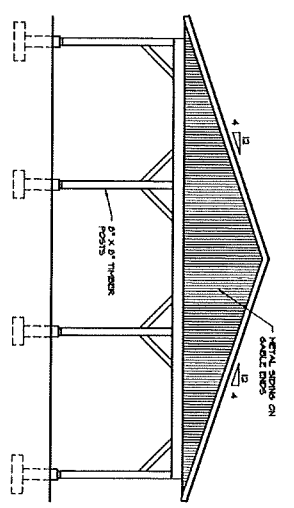
Kindest regards,

A handwritten signature in black ink, appearing to be "John Pickard".

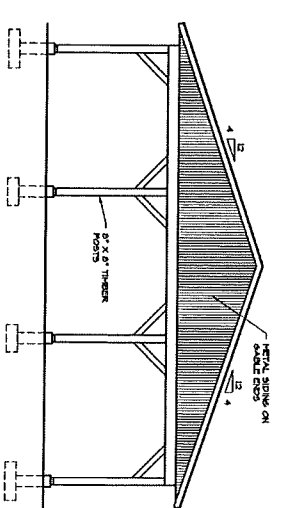
John Pickard  
President



**FRONT & REAR ELEVATION**  
 Scale: 1/4" = 1'-0"



**LEFT END ELEVATION**  
 Scale: 1/4" = 1'-0"



**RIGHT END ELEVATION**  
 Scale: 1/4" = 1'-0"

PROJECT NO.	DATE	DESCRIPTION	SCALE
<p>THIS DRAWING IS UNLESS OTHERWISE SPECIFIED TO BE IN ACCORDANCE WITH THE CURRENT CODES AND REGULATIONS OF THE CITY OF ANCHORAGE, ALASKA. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.</p>			
<p>DESIGNER: PEDERSON DRAWINGS &amp; DESIGN LTD. 2000 - 5TH AVE. S.E. ANCHORAGE, ALASKA 99503-3486 PH: 283-8334 FAX: 283-7894</p>			
<p>CLIENT: NEW ARCHERY POLE BARN 24-032-01</p>			
<p>DATE: AUG 11 2011</p>			



City of Salmon Arm  
Box 40  
500 2 Avenue NE  
Salmon Arm, BC  
V1E 4N2

Alida M. Hilbrander

September 5, 2024

Re: Handicapped Parking.

Dear Sir or Madam,

In trying to access my doctors office I have been frustrated every time with the one handicapped parking site being occupied. My request to Salmon Arm City Hall is to create an additional handicapped parking, so there would be in effect two handicapped sites.

The location is on Hudson Avenue in front of Wicketts Business Services to provide access to Dr. Warren Bell's office in that same building on the second floor. I have the required permit for handicapped parking as my mobility is with the aid of walking poles and am dependent on level entrance.

My E-mail is [REDACTED] Telephone: [REDACTED]

Thank you for giving this your attention.

Sincerely,



Alida M. Hilbrander

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>

**Sent:** Friday, September 27, 2024 2:51 PM

**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>; David Gonella <[dgonella@salmonarm.ca](mailto:dgonella@salmonarm.ca)>; Debbie Cannon <[dcannon@salmonarm.ca](mailto:dcannon@salmonarm.ca)>; Kevin Flynn <[kflynn@salmonarm.ca](mailto:kflynn@salmonarm.ca)>; Louise Wallace-Richmond <[lwallacerichmond@salmonarm.ca](mailto:lwallacerichmond@salmonarm.ca)>; Sylvia Lindgren <[slindgren@salmonarm.ca](mailto:slindgren@salmonarm.ca)>; Tim Lavery <[tlavery@salmonarm.ca](mailto:tlavery@salmonarm.ca)>; Erin Jackson <[ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)>; Rhonda West <[rwest@salmonarm.ca](mailto:rwest@salmonarm.ca)>

**Subject:** [External] Online Form Submittal: Mayor and Council

## Mayor and Council

First Name Wendy

---

Last Name Badley

---

Address:

[REDACTED]

---

Return email address:

[REDACTED]

---

Subject: Green Burial site in Salmon Arm

---

Body

Dear Mayor Harrison and City Council Members. I read with interest the letter Janet Pattinson submitted to the local newspapers regarding her questions about Green Burial in the Salmon Arm Cemetery. Like her, I am also interested in this form of burial when my time comes and like her I am dismayed that the City has not developed the section of the cemetery that is set aside for this burial option.

I am encouraging the city of Salmon Arm to be proactive for their citizens and those who wish this option and to therefore hasten the development of a green burial site.

I would appreciate this email to be forwarded to Erin Jackson, the city's Chief Administrator Office.

---

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.*

---



Suite 4, 781 Marine Park Drive,  
Salmon Arm, BC V1E 2W7  
P. 250.832.7099 E. [admin@shuswaphospice.ca](mailto:admin@shuswaphospice.ca)

[www.shuswaphospice.ca](http://www.shuswaphospice.ca)

September 26, 2024

Mayor Alan Harrison and Council  
Salmon Arm  
[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)

Dear Mayor and Councillors,

Last month, Janet Pattinson wrote a cogent article in the Salmon Arm Observer about the option of green burials in the Salmon Arm cemetery. The Shuswap Hospice Society wishes to endorse this article and formally request that council moves quickly to operationalize the area of the new cemetery that will permit this option for Salmon Arm residents.

Hospice work is with people who are considering these matters carefully and immediately and interest in green burials is increasing. Currently in the Shuswap, people who wish a green burial are choosing the Tappen Cemetery where green burials are permitted. The choice for a non-toxic, green burial option should not require a “three to five year development plan” as is currently indicated in documents.

There are changes happening in after death care and there is increasing interest in options such as Aquamation and Human Composting which are already occurring in other jurisdictions. Neither of those options are available near Salmon Arm so we would like to see the green burial option made available here in our community as soon as possible. Many are interested in the green option as being closest to nature in an attempt to take better care of Mother Earth. Opening of this area in our cemetery should be achievable quickly if the council sets its intention to make it available.

Since green burial is already in the plans for the Shuswap Memorial Cemetery, we encourage you to bring this option to our citizens as quickly as possible. It will be of comfort to people who are wanting green burial as their first choice.

We encourage you to expedite this request as quickly as possible in the interests of the best after death care possible.

Sincerely,

Carolyn Iker

Carolyn Iker, Board President and Trustees  
Shuswap Hospice Society







September 17, 2024

Salmon Arm Mayor and Councilors,

I would like to thank you for getting the transit bus to stop at Westgate shopping center.

This is so much easier for me:

I don't have to carry my boxing bag while walking.

It's safer for me because I don't have to walk along the side of the road anymore.

I no longer have to rely on staff to take me to and from boxing when the weather is bad.

I don't have to miss boxing if staff isn't available to take me when the weather is bad.

Sincere thank you,

Gary Ness

A handwritten signature in cursive script that reads "Gary Ness".



October 2, 2024

Dear City of Salmon Arm Mayor Harrison and Council,

I am writing on behalf of the Salmon Arm NatureKids club.

We would like to request that the city allow our club to install a Bat Hotel on a tree at the South Canoe trails on October 27<sup>th</sup> during our Bat Explorer day.

According to the BC community bats program website:

*“Half the bat species in BC are considered **species at risk** (vulnerable or threatened of becoming extirpated). With their important role in controlling nocturnal insect populations and cycling nutrients from wetlands to forests, bats are a critical part of our ecosystems.”*

***Bats need three things: food, clean water and a safe roosting spot. By offering any of these things, you are creating bat habitat.***

We would like to help our local bats by providing a bat hotel.

This Bat hotel will be purchased from the Shuswap Makerspace which has made them up to code.

We will have a representative from the BC Community bats program help us to choose the best location.

Please could you confirm if you support this project or have any questions or feedback by emailing me at [salmonarm@naturekidsbc.ca](mailto:salmonarm@naturekidsbc.ca)

Thank-you kindly,

Molly Cooperman, Volunteer leader

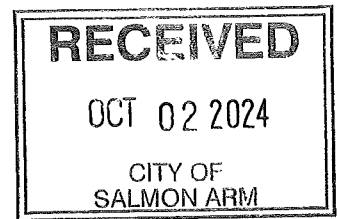
Home (250-832-4497) Cell (778-231-2515)

Salmon Arm NatureKids club

The Nature Exploration Club for Families

[www.naturekidsbc.ca](http://www.naturekidsbc.ca)





106-900 5 Ave SW  
Salmon Arm, BC  
V1E 1L2

Sept 24, 2024

Jenn Wilson , City Engineer  
City of Salmon Arm  
500 2 Ave NE. Box 40  
Salmon Arm, BC. V1E 4N2

Dear Ms Wilson,

Thank you for your letter in reply to our April 26, 2024 letter to Council. We appreciate your detailed response but unfortunately our concerns have not been alleviated.

- 1) You state that “vehicles will still be required to stop for the crosswalks” but pedestrians will not have the security of stop signs and must wait for a gap in traffic to cross. As this is predominately a seniors’ neighbourhood there is certainly reason to fear for pedestrian safety.
- 2) You state that 10 years ago a Traffic Impact Assessment was undertaken and that the City is obliged to act on those recommendations. Fortunately, the highway improvements that have been implemented over the past few years have provided several new exits off the highway and have therefore taken the pressure off the TCH/ 10 ST SW exit. The taxpayers of Salmon Arm should not be paying for new infrastructure that is based on a study from 2014. The City is in the process of reviewing its 10-year-old OCP and we note that “transportation” is one of the sections being addressed. It would seem absolutely essential that a new traffic study would be part of this review and that any projects promoted in 2014 be reassessed and updated. We urge that you do this without delay.
- 3) You state that some existing landscaping must be removed so that large vehicles can turn. This landscaping is on private property and large vehicles are already able to turn easily at this intersection! The City has stated publicly that it is committed to protecting trees and the tree canopy in the community. (Salmon Arm Observer) Removing mature trees needlessly is not honouring that commitment.
- 4) Stated simply, we ask that you leave things as they are. This (essentially) 3-way stop intersection continues to be efficient, effective and safe, and there is absolutely no need to “fix” what isn’t broken.

Yours truly,

A handwritten signature in black ink, appearing to read "Jim and Norma Sawada". The signature is fluid and cursive.

Jim and Norma Sawada  
Cc Alan Harrison



October 10, 2024

To the Mayor and Council of the City of Salmon Arm

I am writing to request financial support from the City of Salmon Arm towards the Salmon Arm Arts Centre's annual Pride Project activities.

Over the last five years, using the arts as our vehicle, the Salmon Arm Arts Centre has supported a more inclusive environment for 2SLGBTQIA+ people in Salmon Arm through the Salmon Arm Pride Project. Years of research and experimentation have grown a community that supports this annual offering which we are committed to continue presenting as the Loud and Proud Celebration.

We are grateful for the support we have received from The City of Salmon Arm in previous years, and we hope that we can continue this relationship this year as we present the Loud and Proud Celebration at Song Sparrow Hall this October 18, 19 and 20.

We are excited to once again partner with Downtown Salmon Arm and the Salmon Arm Economic Development Society to promote belonging and inclusion in our community and we look forward to working with the City of Salmon Arm again this year to bring this vital activity to our community.

We are requesting \$5000 from the City of Salmon Arm towards this year's activities.

Thank you for your consideration and ongoing support,

Sincerely,

A handwritten signature in black ink, appearing to be "Christie Watson", with a long horizontal line extending to the right.

Christie Watson  
Executive Director





## **Schedule of Events**

### **Friday October 18**

5pm

Food Trucks, Pop-Up Shop featuring local artisans.

7:30pm

Live music with Queer as Funk and Csetkwe

### **Saturday October 19**

12pm

Food Trucks, Pop-Up Shop

1-4pm

Community workshops including Book Tasting, Gnome and Mushroom Painting, Stitch and B\*tch

7:30pm

Dance Party with DJ Slade and Just for Kicks

### **Sunday October 20**

11am

Drag Brunch with Ella Lamoureux and Nathan Fadear featuring a pancake brunch and community Drag Open Mic

All ages welcome.

All tickets are pay-what-you-decide.

This is an alcohol-free event.

Salmon Arm  
Pride Project Presents

salmon arm  
arts  
centre

# LOUD and PROUD celebration



## Friday October 18

**5pm** Food Trucks, Pop-Up Shop  
**7:30pm** Queer as Funk & Csetkwe

## Saturday October 19

**12pm** Food Trucks, Pop-Up Shop  
**1-4pm** Book Tasting, Gnome &  
Mushroom Painting, Stitch & B\*tch  
**7:30pm** Dance Party with DJ Slade

## Sunday October 20

**10am** Doors Open  
**11am** Drag Brunch with Ella  
Lamoureux & Drag Open Mic

All events  
will be held at  
**Song Sparrow Hall**

180 Lakeshore Dr. NW Salmon Arm

Pay-What-You-Decide tickets are available  
at the Arts Centre or at the door.  
All ages welcome!

**From:** Mark Piciacchia <[Mark.Piciacchia@cpkcr.com](mailto:Mark.Piciacchia@cpkcr.com)>  
**Sent:** Monday, October 7, 2024 12:51 PM  
**To:** Louise Wallace-Richmond <[lwallacerichmond@salmonarm.ca](mailto:lwallacerichmond@salmonarm.ca)>  
**Subject:** [External] CPKC Holiday Train - 2024 Invitation



October 7, 2024

Councilor Louise Wallace-Richmond  
500 - 2nd Avenue NE  
PO Box 40  
Salmon Arm BC V1E 4N2  
Sent by email: [lwallacerichmond@salmonarm.ca](mailto:lwallacerichmond@salmonarm.ca)

Dear Councilor Wallace-Richmond:

The CPKC Holiday Train is returning to Canoe to celebrate its 26<sup>th</sup> season of visiting communities across the CPKC network and helping those in need.

Thanks to the generous support of great communities like yours, the Holiday Train has raised over \$24.3 million and over 5.3 million pounds of food since 1999 to help people struggling with food insecurity. With your help, we can continue to raise food, money and awareness for people facing hunger issues across North America.

#### EVENT INFORMATION

**Community:** Canoe  
**Location:** 50 St Railway Crossing along Canoe Beach Drive  
**Date:** Tuesday, December 17  
**Time:** 6:30pm

We will be in touch with you starting late October to discuss additional event information such as the exact stop location, promoting the event, riding the train and confirmation you will be able to join us on stage to help present a donation to your chosen charitable organization.

Your CPKC contacts for this year's Holiday Train are Christine Brown and Brenda Land. They can be reached at [holidaytrain@cpkcr.com](mailto:holidaytrain@cpkcr.com).

#### FOOD BANK/FOOD SHELF DONATION

## Rhonda West

---

**From:** Rhonda West  
**Sent:** Thursday, October 10, 2024 11:04 AM  
**To:** Rhonda West  
**Subject:** FW: [External] CPKC Holiday Train - 2024 Invitation

**From:** Mark Piciacchia <[Mark.Piciacchia@cpkcr.com](mailto:Mark.Piciacchia@cpkcr.com)>  
**Sent:** October 7, 2024 12:50 PM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>  
**Subject:** [External] CPKC Holiday Train - 2024 Invitation



October 7, 2024

Mayor Alan Harrison  
500 - 2nd Avenue NE  
PO Box 40  
Salmon Arm BC V1E 4N2

Sent by email: [aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)

Dear Mayor Harrison:

The CPKC Holiday Train is returning to Salmon Arm to celebrate its 26<sup>th</sup> season of visiting communities across the CPKC network and helping those in need.

Thanks to the generous support of great communities like yours, the Holiday Train has raised over \$24.3 million and over 5.3 million pounds of food since 1999 to help people struggling with food insecurity. With your help, we can continue to raise food, money and awareness for people facing hunger issues across North America.

### EVENT INFORMATION

**Community:** Salmon Arm  
**Location:** In the Lordco parking lot, 51 Lake Shore Drive N.E.  
**Date:** Tuesday, December 17  
**Time:** 7:45pm

We will be in touch with you starting late October to discuss additional event information such as the exact stop location, promoting the event, riding the train and confirmation you will be able to join us on stage to help present a donation to your chosen charitable organization.

Your CPKC contacts for this year's Holiday Train are Christine Brown and Brenda Land. They can be reached at [holidaytrain@cpkcr.com](mailto:holidaytrain@cpkcr.com).

### **FOOD BANK/FOOD SHELF DONATION**

CPKC will encourage community members to make donations to the local food bank of your choice in the lead up to and at the event. In the past, your chosen organization was **Salvation Army Care and Share Center**. If this has changed, **please let us know which organization you would like to support this year by Friday, October 11**. If we do not hear from you by this date, we will liaise with the recipient we donated to last time we visited.

### **HOSTING A SAFE AND FUN EVENT**

Safety is always our top priority, and our goal is to continue to make the Holiday Train event safe and fun for everyone. We ask your office to manage any road or crossing blockages related to this event, including marking a safe perimeter around the Holiday Train for the duration of the show.

We have found that something as simple as "Do Not Cross" tape works well for this purpose, although our preference, if possible, would be to erect barricades that clearly mark out the area. This offers a safe zone for lowering the stage door, provides a clear space for people to board and leave the train and helps to prevent people from trying to cross through the train. Additionally, police or security presence at the event and at nearby crossings is encouraged to help ensure safe passage for the train into and out of the event.

Members of the CPKC Police Service will be on hand to help manage crowds, but we do appreciate your continued support – including the involvement of your local enforcement officials – in keeping the Holiday Train event in your community a safe one.

### **CPKC HAS HEART**

CPKC Has Heart is our community investment program aimed at improving the heart health of men, women and children in communities across North America. Heart disease can affect anyone regardless of age or gender.

Prevention is key to eliminating the effects of heart disease, and one of the ways we hope to help is by spreading the message of the importance of quality nutrition. We encourage those attending Holiday Train events to make a monetary donation or donate heart healthy food items, because regardless of circumstance, we believe that everyone should have access to healthy, nutritious food.

### **SOCIAL MEDIA**

We use social media to inform and invite community members to the event and encourage food bank donations. Follow us on Facebook, Twitter and Instagram and share our message by using #CPKCHolidaytrain and #HealthyDonations.

I look forward to your community's participation in this year's CPKC Holiday Train.

Sincerely,



Mark Piciacchia  
Manager Indigenous Relations and Government Affairs  
Canadian Pacific Kansas City  
403 803-9166



September 25, 2024

Heather Wood  
Deputy Minister of Finance  
Secretary to Treasury Board  
PO Box 9417 Stn. Prov. Govt  
Victoria, BC V8W 9V1

Dear Deputy Minister Wood,

**RE: Burden of Delinquent Taxes**

On behalf of the City of Merritt Council I am writing to highlight the impact of the *Community Charter* allowance for taxpayers to become delinquent on their property taxes over a period of three years.

Property tax arrears significantly impact the operating capability of small municipalities, which are then forced to significantly increase taxes or limit essential services.

During our meeting with the Minister and staff at UBCM, it was expressed that the ministry was unaware that property owners use the strategy of paying off one year of arrears to remove the property from the tax sale and that they do this year after year to avoid paying the total outstanding amount. To help broaden the ministries understanding of this issue and the impact it has on communities, we have polled other communities and heard from over 20 municipalities across the province including, Burnaby, Prince Rupert, Township of Langley, Hope, Metchosin, Comox, Mission, Golden and Rossland. These communities all report a similar systemic issue of repeat offenders who carry balances owing on their property taxes to the detriment of the greater community. Small municipalities like the City of Merritt cannot continue to subsidize non-payment of property taxes. At year end 2023, the City of Merritt was owed \$893,711 in outstanding taxes and penalties, this equates to 8% on our tax levy. The cost to a community is compounded when you factor in the 100's of hours of staff time required to contact property owners, conduct follow up calls and serve notice of the tax sale by small Finance departments that are often operating with minimal staff and limited resources. This impact will increase significantly with the upcoming implementation of enhanced requirements for notice of tax sales that will require municipalities to bare the cost of bailiff services without the ability to recover full costs.

We request that the Provincial government review and revise the *Community Charter* to relieve this unfair burden. Following are three potential tactics:

1. Reduce the number of years a property can be in arrears on their property tax or allow municipalities to run a deficit.

2. Assign a dedicated contact for municipalities to assist in dealing with properties that have escheated to the Crown and help remove them from property tax rolls expeditiously. Currently they linger on the rolls, accumulating tax levies that will ultimately have to be written off by the Ministry.
3. Implement a province-wide, cost-effective solution for municipalities to recover taxes owed by mobile homes. While we place liens through the registry, the property still needs to be sold or moved legally. Uncertain timing and the costs of legal action make future net recovery uncertain and challenging

Kind regards,



Michael Goetz  
Mayor





# UNION OF BC INDIAN CHIEFS

OUR LAND IS OUR FUTURE

August 12, 2024

Powell River Council  
City of Powell River, B.C.  
Via Email Only

West Vancouver Council  
City of West Vancouver, B.C.  
Via Email Only

Sechelt Council  
City of Sechelt, B.C.  
Via Email Only

Kamloops Council  
City of Kamloops, B.C.  
Via Email Only

Quesnel Council  
City of Quesnel, B.C.  
Via Email Only

B.C. Municipalities  
Via Email Only

## **RE: UBCIC Resolution 2024-33 “Rejection of Residential School Denialism”**

Dear Powell River Council, Sechelt Council, Quesnel Council, West Vancouver Council, Kamloops Council and all B.C. Municipalities:

We are writing with respect to the Union of B.C. Indian Chiefs (UBCIC) Resolution 2024-33 “Rejection of Residential School Denialism” which was presented, affirmed, and endorsed unanimously at the UBCIC Chiefs Council on June 11, 2024 (enclosed).

By Resolution 2024-33, the UBCIC Chiefs Council calls for all levels of government and the public to:

- uphold the testimony of those with lived experience who survived and witnessed crimes and human rights violations at Residential Schools, along with the findings of experts, and the documentation of physical and archival evidence captured by the Truth and Reconciliation Commission and by subsequent investigations by First Nations and partners at former Residential Schools sites across Canada;
- implement the Truth and Reconciliation Commissions’ 94 Calls to Action;
- advance policies that acknowledge and take responsibility for the history and harmful legacy of Residential Schools; and
- support healing for survivors.

Further, the UBCIC Chiefs Council categorically rejects any and all Residential School racist denialism and ardent dissemination of racist misinformation put forward by the authors of *Grave Error – How the Media Misled Us* and perpetuated by members of the public and elected officials.

**Kamloops Office**  
209 - 345 Chief Alex Thomas Way  
Kamloops, BC, V2H-1H1  
Phone: 250-828-9746  
Fax: 250-828-0319

**Vancouver Office**  
Suite 401 - 312 Main Street  
Vancouver, BC, V6A-2T2  
Phone: 604-684-0231 or toll free: 800-793-9701  
Fax: 604-684-5726



# UNION OF BC INDIAN CHIEFS

OUR LAND IS OUR FUTURE

The UBCIC Chiefs Council stands with survivors and intergenerational survivors of Residential Schools and their families, as well as the children who never made it home and all those who are harmed by the actions of those involved with the production and distribution of the book *Grave Error – How the Media Misled Us* and the deeply troubling trend of Residential School racist denialism and any unwillingness to accept historical fact and the work of experts.

We look forward to your response.

**On behalf of the UNION OF BC INDIAN CHIEFS**

Grand Chief Stewart Phillip  
President

Chief Don Tom  
Vice-President

Chief Marilyn Slett  
Secretary-Treasurer

CC: UBCIC Chiefs Council

Encl: UBCIC Resolution 2024-33

**Kamloops Office**  
209 - 345 Chief Alex Thomas Way  
Kamloops, BC, V2H-1H1  
Phone: 250-828-9746  
Fax: 250-828-0319

**Vancouver Office**  
Suite 401 - 312 Main Street  
Vancouver, BC, V6A-2T2  
Phone: 604-684-0231 or toll free: 800-793-9701  
Fax: 604-684-5726

[www.ubcic.bc.ca](http://www.ubcic.bc.ca)

# OUR LAND IS OUR FUTURE

UNION OF BRITISH COLUMBIA INDIAN CHIEFS

FOUNDING HEAD OFFICE  
209 - 345 Chief Alex Thomas Way  
Kamloops, B.C. V2H 1H1  
Tel: 250-828-9746  
Fax: 250-828-0319



VANCOUVER OFFICE  
401 - 312 Main Street  
Vancouver, B.C. V6A 2T2  
Tel: 604-684-0231  
Fax: 604-684-5726  
1-800-793-9701  
Email: [ubcic@ubcic.bc.ca](mailto:ubcic@ubcic.bc.ca)  
Web: [www.ubcic.bc.ca](http://www.ubcic.bc.ca)

UNION OF B.C. INDIAN CHIEFS  
CHIEFS COUNCIL  
JUNE 10<sup>TH</sup> – 11<sup>TH</sup>, 2024  
SHXWHÁ:Y VILLAGE COMMUNITY CULTURAL CENTRE (STÓ:LŌ TERRITORY)

**Resolution no. 2024-33**

## **RE: Rejection of Residential School Racist Denialism**

**WHEREAS** Indigenous peoples in Canada who have been subjected to Canada's policies of forced assimilation, including through the forcible removal of children to Residential Schools to "kill the Indian in the child," have always known the truth of the crimes and atrocities committed at these institutions, including the loss of culture and language, emotional, spiritual, sexual, physical, and psychological abuse and other injustices that severely impacted entire communities and families for generations;

**WHEREAS** the ongoing investigations into the likely remains of children who were forced to attend former Residential Schools across Canada in unmarked graves have provided evidence of state-sanctioned genocide, human rights and humanitarian law violations, and further demonstrate an ongoing pattern of violence inflicted upon Indigenous peoples by the government of Canada and the churches through the Residential School system and colonial laws and policies;

**WHEREAS** increasingly, since the publicization of these investigative findings, there has been a troubling trend of Residential School denialism. Particularly concerning is the dissemination of misinformation and harmful denialism by individuals elected to public office;

**WHEREAS** in April 2024, this pernicious phenomenon came to light in B.C. in media reports against the Mayor of Quesnel and his wife for distributing a book entitled *Grave Error – How the Media Misled Us* that indicates genocide did not occur at Residential Schools and essentially questions their very existence and well-documented harms against Indigenous peoples. There have been concerns that materials such as these are being widely distributed amongst local government circles to perpetuate racist attitudes that uphold white supremacy and deny the realities of Canada and the Churches' roles in Residential Schools;



**WHEREAS** other examples of genocide denial such as Holocaust denialism have been widely documented and discredited as the work of individuals or groups who feel threatened or fear loss of power and instead choose to perpetuate stereotypes and hateful beliefs used to undermine the realities of history;

**WHEREAS** Canada's policies of forced assimilation of Indigenous children at Residential Schools was intentional and is widely documented. The pain of denialism is deeply offensive and compounds the suffering that generations of survivors have already endured and has no place in public discourse;

**WHEREAS** the *United Nations Declaration on the Rights of Indigenous Peoples*, which the government of Canada has adopted without qualification, and has, alongside the government of B.C., passed legislation committing to implement, affirms:

**Article 7(2):** Indigenous peoples have the collective right to live in freedom, peace and security as distinct peoples and shall not be subjected to any act of genocide or any other act of violence, including forcibly removing children of the group to another group.

**Article 8(1):** Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture.

**(2):** States shall provide effective mechanisms for prevention of, and redress for: (a) Any action which has the aim or effect of depriving them of their integrity as distinct peoples, or of their cultural values or ethnic identities; (b) Any action which has the aim or effect of dispossessing them of their lands, territories or resources; (c) Any form of forced population transfer which has the aim or effect of violating or undermining any of their rights; (d) Any form of forced assimilation or integration; (e) Any form of propaganda designed to promote or incite racial or ethnic discrimination directed against them;

**WHEREAS** the Truth and Reconciliation Commission of Canada (TRC) estimates that 150,000 children were forced to attend Residential Schools nationwide, identifying that more than 4,100 children died at these facilities –although survivors and families have maintained that that number is much higher. This number is likely to rise as Indigenous communities continue to document and identify missing children and unmarked graves through archival, archaeological and oral histories;

**WHEREAS** UBCIC Resolutions 2003-14, 2006-23, 2008-04, 2010-34, 2011-14, 2013-16, 2013-42, 2015-35, 2016-45, 2021-29, 2021-49, 2021-50, 2022-65 cite the numerous horrors of Residential Schools and the need for comprehensive healing supports for survivors, families and communities;

**WHEREAS** by UBCIC Resolution 2015-28 and 2021-29, the UBCIC Chiefs Council called upon the government of Canada to take immediate steps to develop a legal framework to fully implement all recommendations of the Truth and Reconciliation Commission of Canada and to provide immediate funding and supports to Tk'emlúps te Secwépemc, and other First Nations such as Cowessess First Nation as they develop and implement frameworks and processes to further identify, document, maintain, commemorate, and protect the remains of the children found buried at the Kamloops Indian Residential School and the site itself, and any additional supports required by the Tk'emlúps te Secwépemc in undertaking this difficult work as the First Nation to confirm the presence unmarked graves;

**WHEREAS** the ongoing recoveries of missing and unidentified Indigenous children at former Residential School sites have triggered and re-traumatized Residential School survivors, including intergenerational survivors, and have brought to public attention the immense trauma, violence, and abuse Indigenous peoples and communities continue to heal from with strength, courage, and resolve;

**WHEREAS** reconciliation requires accountability, compassion and action. The revelation and publicization of these dark realities of Canadian history require Canada and settler Canadians to do the uncomfortable work of examining their own histories, their relationships with First Nations and place, to learn and to take action to right historical and ongoing wrongs;

**WHEREAS** adequate, long-term funding is required from the government of Canada to complete the work commenced at former Residential School sites across Canada to address these wrongs. Without adequate funding, the missing children will never be returned home to their families and their home communities; and

**WHEREAS** Residential School denialism and any attitudes or actions which seek to undermine the reality of the horrors of Canada's Residential School policies, particularly for political gain, is deeply painful, harmful to survivors and their families and acts in direct opposition to the crown's commitments to reconciliation, the UN Declaration and the Calls to Action set out by the TRC.

**THEREFORE BE IT RESOLVED** the UBCIC Chiefs Council categorically rejects any and all Residential School racist denialism and ardent dissemination of racist misinformation put forward by the authors of *Grave Error – How the Media Misled Us*, and perpetuated by members of the public and elected officials;

**THEREFORE BE IT FURTHER RESOLVED** the UBCIC Chiefs Council stands with survivors and intergenerational survivors of Residential Schools and their families, as well as the children who never made it home and all those who are harmed by the actions of those involved with the production and distribution of the book *Grave Error – How the Media Misled Us* and the deeply troubling trend of Residential School racist denialism and any unwillingness to accept historical fact and the work of experts;

**THEREFORE BE IT FURTHER RESOLVED** the UBCIC Chiefs Council calls for all levels of government and the public to:

- uphold the testimony of those with lived experience who survived and witnessed crimes and human rights violations at Residential Schools, along with the findings of experts, and the documentation of physical and archival evidence captured by the Truth and Reconciliation Commission and by subsequent investigations by First Nations and partners at former Residential Schools sites across Canada;
- implement the Truth and Reconciliation Commissions' 94 Calls to Action;
- advance policies that acknowledge and take responsibility for the history and harmful legacy of Residential Schools; and
- support healing for survivors; and

**THEREFORE BE IT FINALLY RESOLVED** the UBCIC Chiefs Council reaffirms Resolution 2021-29 and calls on the government of Canada and B.C. to:

- commit to sustainable long-term funding to support continued work by *all affected First Nations* to locate and identify missing children and unmarked graves at former Residential School across Canada; and
- work in collaboration with First Nations to counter and address Residential School racist denialism in B.C., including by developing targeted education campaigns to counter denialism in the public and public sector.

**Moved:** Kukpi Lee Spahan, Coldwater Indian Band  
**Seconded:** Kukpi7 James Hobart, Spuzzum First Nation  
**Disposition:** Carried  
**Date:** June 11, 2024



October 8, 2024

Reference: 70027

His Worship Alan Harrison  
and Members of Council  
City of Salmon Arm  
Box 40, 500 - 2 Avenue NE  
Salmon Arm BC V1E 4N2  
Email: [aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)

Dear Mayor Harrison and Councillors:

I am writing to thank you and your delegation for taking the time to meet with Ministry of Housing representatives at this year's Union of BC Municipalities (UBCM) Annual Convention held in Vancouver on September 18, 2024. We appreciated the opportunity to connect in-person.

Since we met, a provincial election has been called and I am following up on behalf of the Ministry of Housing. I would like to acknowledge the topics discussed during our meeting, which included your City's progress with small-scale multi-unit housing implementation, grants for affordable housing, homelessness, shelters and support for long-term/permanent supportive housing, and tenants' rights in supportive housing.

I encourage you to continue your discussions with BC Housing regarding your City's housing needs.

As we are in the election period, and the BC Government is in caretaker mode, issues regarding future funding for programs and other policy and operational decisions will be deferred until after the election is complete and the incoming government is in place.

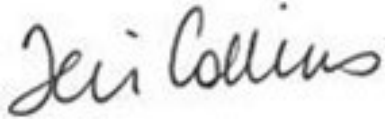
Page 1 of 2



Mayor Harrison and Councillors  
Page 2 of 2

Thank you to you and your delegation for taking the time to meet and bring forward issues that are important to the City of Salmon Arm, and the people of British Columbia.

Sincerely,

A handwritten signature in black ink that reads "Teri Collins". The signature is written in a cursive, flowing style.

Teri Collins  
Deputy Minister  
Ministry of Housing

cc: Erin Jackson, CAO, City of Salmon Arm  
Vincent Tong, CEO, BC Housing



Ref: 52197

October 7, 2024

Their Worship Mayor Alan Harrison  
City of Salmon Arm  
500 – 2 Avenue NE  
Salmon Arm, BC V1E 4N2  
Email: [aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)

Dear Mayor Harrison:

Thank you for meeting with the Ministry of Tourism, Arts, Culture and Sport (Ministry) on September 19, 2024, during the annual Union of British Columbia Municipalities (UBCM) Convention.

The UBCM Convention provides an opportunity for us to come together to discuss priority issues in your community. I appreciated the topics you raised during our meeting, including event hosting and tourism in Salmon Arm. I was pleased to hear that the support provided by the Ministry helped Salmon Arm to host several events including the 55+ BC Games this past summer.

I also appreciated you sharing some of the challenges your community has faced regarding canceled and rescheduled events and your efforts to mitigate. The Ministry understands the critical need for event support and will continue to explore opportunities and solutions moving forward.

I am grateful for the ongoing collaboration and partnerships between the Provincial Government and municipalities, as we continue to support British Columbians. With persistent dedication and collective effort, we continue to respond to the needs and changing circumstances in our communities.

Thank you again for your interest and engagement with us as part of the UBCM Annual Convention.

Sincerely,

Neilane Mayhew  
Deputy Minister

---

# ***SHUSWAP SPORTS AND LEISURE SOCIETY***

A non-profit volunteer directed organization serving & representing the Shuswap sport and leisure community.

Investing in community well-being

# WHO WE ARE

The Shuswap Sport and Leisure  
Society (SSLS)

Building a healthier community  
through sport and collaboration.



# Benefits of Community Sport and Recreation Councils



## Potential Services

- Event Bidding/Hosting
- Promotion
- Funding Coordination
- Partnership Building
- Information Coordination & Communication
- Advocacy
- Resource Identification & Development
- Education
- Athlete Development
- Recognition programs
- Sport Tourism
- Meeting space
- Come Try It
- Provincial Games
- Sport tourism
- more...

# – Bringing communities together

- **Participant Information**
- **Communication Centre**
- **Knowledge Hub**
- **Sport & Leisure Initiatives**



# **A Go-To Resource**

**SSLS offers a central hub for information, resources, and advice for local sport and leisure.**

# Leadership for action.

Partner collaboration

Leadership for priority initiatives

Business, sport, and youth programs

Junior Performance Centre



# Support and Development

**Funding assistance** - such as Gaming Grants

- Build better relationship with Pacific Sport
- Develop innovative ways to increase funding for sport and leisure groups.
- Advocate for sport and leisure funding.

**Facility development** - Coordinate and work with partners for a sport and leisure facilities inventory and lifespan analysis

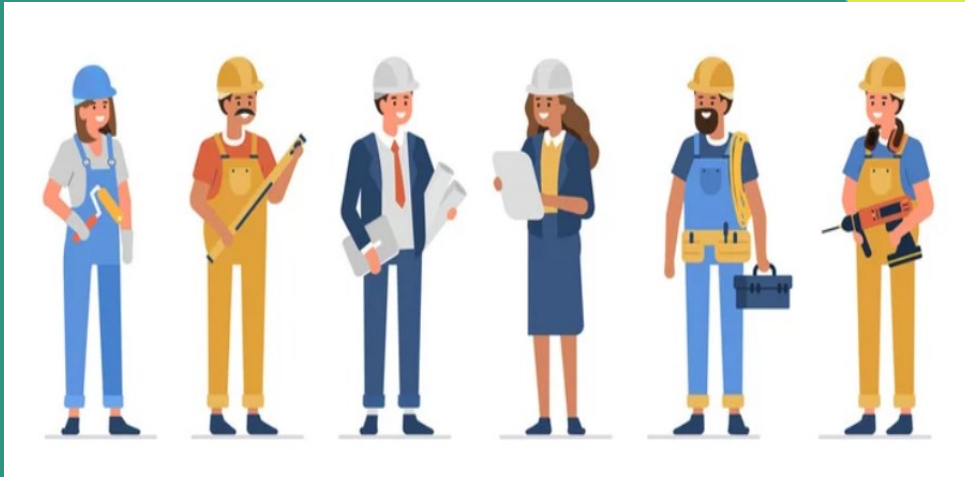
- Facility development and improvement plans



# Building a Healthy Future - Together

This is about inspiring ordinary people to get involved in making the place they call home better.

We have many world class, accessible places for outdoor recreation and social gathering...it is our indoor facilities that need addressing



# Collaborating for a Healthy Community

Together, we will set a new standard for sport and leisure engagement by building a better, healthier community.

Today we are calling on Salmon Arm Council for a referendum question in 2025, specifically asking the electorate whether they are in favour of a Multi-Sport Recreation Centre to replace the Memorial Arena and an indoor swimming pool facility .





**THANK YOU**







# SALMON ARM CITY COUNCIL

MOVING FORWARD

PRESENTED BY  
Toni Starkell, Admin Services  
Kevin Tobin, Artistic Director

WHERE MUSICIANS GO TO PLAY

# 2023 | A YEAR OF RESILIENCE



**THE FUTURE  
IS NOW!**

**WHERE MUSICIANS GO TO PLAY**



# 2023 | A YEAR OF RESILIENCE



**THE FUTURE  
IS NOW!**

**WHERE MUSICIANS GO TO PLAY**

# 2023 | A YEAR OF RESILIENCE



THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY



# 2023 | A YEAR OF RESILIENCE

## MEDIA HEADLINES

Salmon Arm festival cancellation 'definitely the right decision'

Wildfires in B.C. lead to the cancellation of 2 Sarah McLachlan shows

Salmon Arm Roots and Blues Festival cancelled because of area wildfires

Wildfire impacted Salmon Arm Roots and Blues festival suggests donating your refund

Roots and Blues Festival Canceled

Sarah McLachlan cancels shows in West Kelowna, Salmon Arm as wildfires burn in B.C.

Drought, wildfire concerns impact B.C. summer events

Salmon Arm Roots and Blues Festival moves up to July for 2024

THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY

# 2024 | MOVING FORWARD

SALMON ARM FOLK MUSIC SOCIETY AND CANOLIGANS' PRESENTS

## DIRTY CATFISH BRASS BAND

TUESDAY NOVEMBER 14

4940 CANOE BEACH DR NE CANOE, BC

DOORS: 6:00PM  
SHOW: 7:30PM  
\$10 COVER@DOOR

CANOLIGANS' LICENSED | ALL AGES | GENERAL ADMISSION | ROOTSANDBLUES.CA | CANOLIGANS.CA

Logos: Canada, SALMON ARM, BRITISH COLUMBIA MUSEUM & ARCHIVES, BRITISH CULTURAL, SHUSWAP, FOLK MUSIC SOCIETY, Canoligans'

Supported many community organizations and events including, SD83, Wednesday on the Wharf, 55+ Summer Games, Shuswap Trail Alliance Fundraiser

## DIGITAL CURRENTS LIVE!

FEATURING

Brass Camel  
Claire Coupland  
David Barber  
Heather Gemmell  
Rebecca Sichon

SATURDAY DECEMBER 2 2023

SONG SPARROW HALL, SALMON ARM

rootsandblues.ca

Logos: Canada, BRITISH COLUMBIA MUSEUM & ARCHIVES, BRITISH CULTURAL, SALMON ARM, FOLK MUSIC SOCIETY

THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY



Salmon Arm Folk Music Society presents

# PELLSQEPTS

## 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 Sylx Nations  
 Donations to Splatsins Youth Group Encouraged

-  **BEING DEADLY**  
CONWAY KOOTNAY
-  **THE MELAWMEN COLLECTIVE**
-  **ALL MY RELATIONS**  
POW WOW DANCE GROUP
-  **DALLAS ARCAND**
-  **SABINA DENNIS**  
and many more!!!

Canada | BRITISH COLUMBIA ARTS COUNCIL | BRITISH COLUMBIA | THE CITY OF SALMON ARM | FOLK MUSIC SOCIETY

# Shred Kellu

## SOLD OUT!

BLURRY VISION ALBUM RELEASE TOUR

With Special Guests **Hyaenas**  
 Live at Song Sparrow Hall

**Thursday, March 28, 2024**  
 Doors 6:30pm | Show 7:30pm | Tickets \$34.50 +tax  
 Licensed | All Ages | General Admission  
 Tickets + Information: [rootsandblues.ca](http://rootsandblues.ca)

BRITISH COLUMBIA ARTS COUNCIL | BRITISH COLUMBIA | THE CITY OF SALMON ARM | FOLK MUSIC SOCIETY

FREE! DONATIONS ARE APPRECIATED. BRING A FESTIVAL LAWN CHAIR OR PICNIC BLANKET

# WARM UP TO WEDNESDAY ON THE WHARF

**WEDNESDAY | JUNE 12 | 6:30PM**

FEATURING THE ★ AWARD WINNING ★ SDB3 CONCERT AND JAZZ BANDS  
 JACKSON SECONDARY GRADE 9/10S AND SAS SULLIVAN GRADE 11/12S

PLAYING IN THE GAZEBO AT MARINE PEACE PARK  
 IN THE EVENT OF RAIN ☁️ LOCATION WILL BE MOVED TO JACKSON SECONDARY GYM



**SDB3** IN PARTNERSHIP WITH **FOLK MUSIC SOCIETY**

FOR MORE INFO CALL 250.515.3885

THE FUTURE IS NOW!

WHERE MUSICIANS GO TO PLAY

# 2024 ROOTS and BLUES BY THE NUMBERS

The annual Festival was comprised of **75** performances across seven stages and sites:

- Performances: 41
- Workshops: 12
- Plulk'w Stage: 14
- Tuned Up Series: 7
- Kick Off Concerts: 1

- Number of Artists: 242
- BC Artists**: 54%
- Canadian Artists: 28%



**71%** of attendees travelled to Salmon Arm



**550** Camping Spots



**700+** Volunteers

**THE FUTURE IS NOW!**

**WHERE MUSICIANS GO TO PLAY**

**FUNDING  
NOISE EXTENSION  
STREET CLOSURE  
CAMPING  
SECURITY INVESTMENTS**



**THE FUTURE  
IS NOW!**

**WHERE MUSICIANS GO TO PLAY**

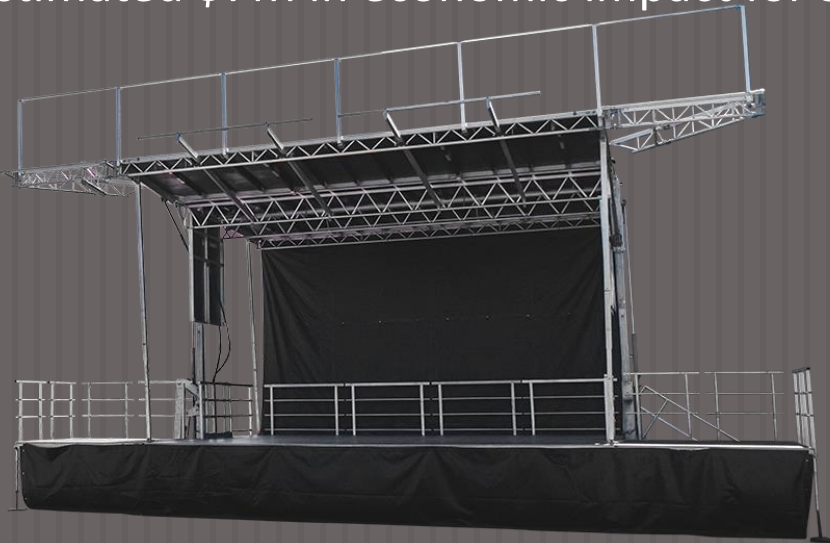


# 2025 | INVESTING IN OUR FUTURE

Office grounds expansion. Organization manages over 30 acres during various operations (Office, Fair Grounds, Camping)

1,000+ workforce (staff, volunteers and suppliers) to run ROOTSandBLUES

Estimated \$7M in economic impact for SA



PacifiCan Grant provided resources that were invested in:

- SL100 Stage
- Cargo Van (Purchased from SA business)

THE FUTURE  
IS NOW!

WHERE MUSICIANS GO TO PLAY

# THE FUTURE IS BRIGHT

- Engage and participate in local/regional meetings
- Marketing Campaign promoting SA cultural vibrancy
- Provide accessible mentorship support and opportunities
- Offering rental of our SL100 Stage, along with sound and lighting equipment and technical expertise, to support local organizations
- Continue developing and deepening relationships
- Support strategies and organizations that promote the Shuswap region as the Live Music Capital of BC
- Community engagement aimed to increase local engagement in SAFMS events
- Support and develop educational opportunities for local/regional audiences and musicians



**THE FUTURE IS NOW!**

**WHERE MUSICIANS GO TO PLAY**





# SALMON ARM CITY COUNCIL

THE FUTURE IS NOW!

PRESENTED BY  
Toni Starkell, Admin Services  
Kevin Tobin, Artistic Director

WHERE MUSICIANS GO TO PLAY



## NOTICE OF PUBLIC BUDGET MEETING

Members of the public are invited to participate in the City's budget planning process, which is part of the City's five year Financial Plan. This budget meeting is an opportunity for the public to present or provide written input regarding the City's 2025 annual budget.

When: Tuesday, October 15, 2024 at 7:00 pm

Location: Council Chambers of City Hall, 500 – 2 Ave NE, Salmon Arm or by electronic meeting

Please visit our website at [salmonarm.ca/454/Financial-Plan](https://salmonarm.ca/454/Financial-Plan) for more information and to access the Form. If you wish to attend the meeting electronically, a link to the virtual meeting will be available in the Agenda section of the City's website.



SALMON ARM MUSEUM & HERITAGE ASSOCIATION AT

## R.J. Haney Heritage Village & Museum

751 Hwy. 97B NE

P.O. Box 1642

Salmon Arm, BC V1E 4P7

July 18, 2024

Attention, Mayor and Council  
City of Salmon Arm

R.J. Haney Heritage Village & Museum has recently incurred significant tree maintenance and removal costs. In the fall of 2023 and spring of 2024, we spent over \$10,000 to remove dangerous and dead trees from the forest, primarily along the nature trail and the border perimeter with the Carriage Lane Development. Danger trees were also removed from the service and parking areas. We have received a report from Anthony Goertz of Goertz Tree Service outlining the scope of work still to be done to address dead or dying trees on the property. The estimate for this work is attached; you will see that the total is close to \$20,000.00. The drought last year and insect infestation have exacerbated the problem. The assessment conducted by the arborist this year covers only the current year's conditions. This work must be done in the near future to ensure public safety. We anticipate similar costs in the coming seasons.

When Carriage Lane was developed, the property was clear-cut, meaning the Haney forest is now on the perimeter instead of in the middle of the standing forest. This clear-cutting has exposed the area to wind damage that had not previously been seen. In 2017, a windstorm blew down 30 trees in the forest on the Haney property adjacent to the Carriage Lane Property development. This blowdown resulted from the clear-cutting for the development, which exposed the Haney property to this risk. Before the development of the Carriage Lane property, the annual tree maintenance in that area of the forest on the R.J. Haney Heritage Village property was minimal.

It should also be noted that R.J. Haney Heritage Village & Museum conducted a FireSmart assessment in 2022 and annually works towards implementing the recommendations in the report. The Carriage Lane residents consider the forest adjoining their property to be an ongoing issue. We have received a number of complaints from residents expressing concern about their FireSmart program as it relates to being a neighbour to the Haney forest.

Our Association has a forest maintenance program and undertakes annual inspections by an expert to assess the forest. Any areas of concern are addressed as soon as possible. Our annual budget for this program was approximately \$2,000.00 until the last couple of years. The recent increase in the cost of forest maintenance has become a significant concern and is more than we can reasonably afford to undertake.

### Real History - Hands-On Activities

♦ Ph: (250) 832-5243 ♦ [info@salmonarmmuseum.org](mailto:info@salmonarmmuseum.org) ♦ [facebook.com/Haneyheritage](https://facebook.com/Haneyheritage) ♦ [www.salmonarmmuseum.org](http://www.salmonarmmuseum.org)

We kindly request the council's assistance with funding for the necessary tree maintenance and removal. Additionally, we seek to discuss ongoing forest management support during our lease renewal in 2025.

We appreciate your attention to this matter and look forward to your positive response. Thank you for your continued support of RJ Haney Heritage Village & Museum.

Sincerely,

Norma Harisch  
President  
Salmon Arm Museum & Heritage Association



**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): TechCrete Processors Ltd. on behalf of all property owners on 13th Ave SW.

Mailing Address: 2930 13th Ave SW

City: Salmon Arm

Postal Code: V1E 3K1

Primary Contact & Title: W. Laird - owner

Email: [REDACTED]

Phone: [REDACTED]

**B. ORGANIZATION INFORMATION**  
(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

Yes

No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

Yes

No - If No, please explain:

[REDACTED]

3. Describe the goal(s) or purpose(s) of the organization:

There is no sanitary sewer on 13th. The existing septic fields are experiencing absorption challenges.  
Please see attached letter.

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.
- No       Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant
- No       Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?
- No       Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ \_\_\_\_\_

See attached letter.

10. Is your request operational or capital in nature?

Operational (i.e. covers day-to-day activities required to deliver services)

Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

No

Yes - If Yes, please indicate when: *each year since 2009*

**D. AUTHORIZATION**

Signature: *W. H. Laird*

Date: *Sept 03/2024*

Printed Name: *W. H. LAIRD*

Position (if applicable): *OWNER*

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).





Sept. 03, 2024

City of Salmon Arm  
Box 40  
Salmon Arm, BC.  
V1E 4N2

Attention: Mayor and Council.

Re Consideration of Sanitary Sewer service to 13<sup>th</sup> Ave. SW. Industrial area.

The undersigned hereby requests the above mentioned sewer extension be included for consideration on a Specific Referral basis during the budget deliberations for 2025.

This request is specific to 7 commercial properties located on 13<sup>th</sup> Ave. SW.

The above request is a follow up to the initial petition made in 2009,15,16,17,18,19,20,21,22,23 and now 2024. The existing infrastructure (septic tanks and fields) was fragile at that time, since then there has been a noticeable decline in the various septic fields ability to manage the liquid waste from septic tanks. Replacing these fields may not be an option for some properties as it is doubtful the health dept would be able to grant approvals based on current standards. We are not considering "Industrial" waste – simply effluent from toilets and washrooms.

Soon this problem will become more than a concern. We are not attempting to lever the usual points about the potential economic benefits, increased land use, the number of jobs affected etc. all these are well known, and have not changed over time. We are simply stating the fact that there is a pending problem which will have to be addressed.

The city may be upgrading the storm sewer on 13<sup>th</sup> in the near future. It would be prudent to install sanitary sewer at the same time as the road surface will be "open".

We understand the pressures of budgeting and appreciate your consideration of this project.

Yours Truly

W.H. Laird.

**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): **Ivan Idzan**

Mailing Address: **180 17 St NE**

City: **Salmon Arm**

Postal Code: **V1E 1P2**

Primary Contact & Title:

Email:

Phone:

**B. ORGANIZATION INFORMATION**

(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

- Yes  
 No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes  
 No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$139,000

Mayor Harrison, Salmon Arm Councillors, and city staff.

Per recent brief conversations I have had with Mayor Harrison and Councillor Lindgren, and after about 10+ years of occasionally mentioning this concern to Director of Engineering & Public Works Rob Niewenhuizen, I am again writing council to formally request an allocation of resources in the 2025 budget to make to build/complete a section of sidewalk on the north side of Auto Road SE between 20th St SE and 25th St SE. Per correspondence you will find below, my last effort to this effect was about 8 years ago.

Per the map image below, the east-west section highlighted in yellow needs to be completed sooner rather than later. The item circled in red is a transit stop without a connecting sidewalk. The section in green is sidewalk added in recent years (after my last queries to council in 2016) due to the adjacent housing development. A plan also is needed for a formal pedestrian crossing area from the area circled in yellow/orange to the transit stop and missing sidewalk.

[image cannot be uploaded via this form - please refer to e-mail previously sent to Mayor and Council]

I do not live immediately close to this section of Auto Road, but I frequently drive through it going to and from work. Since I first started driving this route around 2013, this section of the road has, at most, provided pedestrians a painted line separating where they walk from the road traffic. However, in winter, as much as the city clears the sidewalks in this area, the sidewalk plow does NOT keep this section clear as if it was an actual sidewalk, and the pedestrian area often then gets plowed in by the road clearing efforts.

Over the years, I have also seen the noted transit stop on 20th St SE buried in over 2 feet of snow from the road clearing measures for several days (with clearing of said transit stop apparently not being a priority or communication about the snow obstruction not being properly communicated to city staff).

Additionally, due to the obstruction in winter of the road shoulder walking area, I have encountered pedestrians, including children, walking eastbound (up the slope) in the middle of the Auto Road west bound lane's cleared road surface from 20th St SE to where the sidewalk now ends. Prior to the recent construction that added a section of sidewalk next to the new housing development, those pedestrians had to risk safety almost all the way to 25th St SE, where the sidewalk used to end just a couple houses west of the 25th intersection. Considering the slope of Auto Road in this area and slippery road conditions in winter, I am somewhat amazed that no one has been injured (to my knowledge) in a conflict between vehicle and pedestrian, and I would hope that statistical possibility will remain unfulfilled if the infill of the much needed sidewalk occurs.

Per my previous queries to Mayor, Council and city staff, I offer the following excerpts with the comment that nothing much has changed in the 8 years that have passed (as apparently my previous request to council fell off the radar without additional submissions on my part). As far as I can recall/find in my records, I never did receive a response from staff on my final point (in bold below) as of November 23, 2016. I will acknowledge that the transit stop was slightly adjusted, but nothing truly significant (especially relative to its condition and accessibility in winter).

----- Original message -----  
 From: Ivan Idzan  
 Date: 10-25-2016 3:31 PM (GMT-08:00)  
 To: Nancy Cooper  
 Cc: Rob Niewenhuizen, Carl Bannister  
 Subject: Re: Transit question

Mayor Cooper, Mr. Bannister, & Mr. Niewenhuizen,

I am hoping there will be some discussion of and budgeting for the completing of the sidewalk along Auto Road between 20th St SE and 25th St SE, and improvements to the transit stop waiting/bench area on 20th SE @ Auto Road (per this stop becoming almost unusable and unsafe for persons waiting once the snow comes).

Ivan Idzan

-----

On Wed, Nov 23, 2016 at 1:00 PM, Monica Dalziel wrote:  
 Thank you for your submission to the budget process. I received your request on October 27, 2016 (forwarded by Mayor Cooper for the budget process) and it was placed on the specific referral list for discussion during the 2017 Budget. I understand that you have been waiting for some time to hear back on your suggestions.

---

With respect to the sidewalk request for Auto Road between 20 St SE and 25 St SE, it is estimated to cost approximately \$139,000.00. As you know there are always more requests for sidewalks (and other projects) than there is funding and unfortunately this year was no exception.

I would encourage you to send in a request during the 2018 Budget process as the funding participation may have well change for the Province by then.

Thanks  
 Monica

-----  
 From: Ivan Idzan  
 Sent: November 23, 2016 2:22 PM  
 To: Monica Dalziel, Nancy Cooper, Rob Niewenhuizen

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature:

Date: 16-Sep-2024

Printed Name: Ivan Idzan

Position (if applicable):

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

**From:** Ivan Idzan [REDACTED]  
**Sent:** September 14, 2024 2:57 PM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>; Tim Lavery <[tlavery@salmonarm.ca](mailto:tlavery@salmonarm.ca)>; Debbie Cannon <[dcannon@salmonarm.ca](mailto:dcannon@salmonarm.ca)>; Kevin Flynn <[kflynn@salmonarm.ca](mailto:kflynn@salmonarm.ca)>; David Gonella <[dgonella@salmonarm.ca](mailto:dgonella@salmonarm.ca)>; Louise Wallace-Richmond <[lwallacerichmond@salmonarm.ca](mailto:lwallacerichmond@salmonarm.ca)>; Sylvia Lindgren <[slindgren@salmonarm.ca](mailto:slindgren@salmonarm.ca)>  
**Subject:** [External] Continuation/completion of Auto Road sidewalk

Mayor Harrison, Salmon Arm Councillors, and city staff:

Per recent brief conversations I have had with Mayor Harrison and Councillor Lindgren, and after about 10+ years of occasionally mentioning this concern to Director of Engineering & Public Works Rob Niewenhuizen, I am again writing council to formally request an allocation of resources in the 2025 budget is made to build/complete a section of sidewalk on the north side of Auto Road SE between 20th St SE and 25th St SE. Per correspondence you will find below, my last effort to this effect was about 8 years ago.

Per the map image below, the east-west section highlighted in yellow needs to be completed sooner rather than later. The item circled in red is a transit stop without a connecting sidewalk. The section in green is sidewalk added in recent years (after my last queries to council in 2016) due to the adjacent housing development. A plan also is needed for a formal pedestrian crossing area from the area circled in yellow/orange to the transit stop and missing sidewalk.



I do not live immediately close to this section of Auto Road, but I frequently drive through it going to and from work. Since I first started driving this route around 2013, this section of the road has, at most, provided pedestrians a painted line separating where they walk from the road traffic. However, in winter, as much as the city clears the sidewalks in this area, the sidewalk plow does NOT keep this section clear as if it was an actual sidewalk, and the pedestrian area often then gets plowed in by the road clearing efforts.

Over the years, I have also seen the noted transit stop on 20th St SE buried in over 2 feet of snow from the road clearing measures for several days (with clearing of said transit stop apparently not being a priority or communication about the snow obstruction not being properly communicated to city staff).

Additionally, due to the obstruction in winter of the road shoulder walking area, I have encountered pedestrians, including children, walking eastbound (up the slope) in the middle of the Auto Road west bound lane's cleared road surface from 20th St SE to where the sidewalk now ends. Prior to the recent construction that added a section of sidewalk next to the new housing development, those pedestrians had to risk safety almost all the way to 25th St SE, where the sidewalk used to end just a couple houses west of the 25th intersection. Considering the slope of Auto Road in this area and slippery road conditions in winter, I am somewhat amazed that no one has been injured (to my knowledge) in a conflict between vehicle and pedestrian, and I would hope that statistical possibility will remain unfilled if the infill of the much needed sidewalk occurs.

Per my previous queries to Mayor, Council and city staff, I offer the following excerpts with the comment that nothing much has changed in the 8 years that have passed (as apparently my previous request to council fell off the radar without additional submissions on my part). As far as I can recall/find in my records, I never did receive a response from staff on my final point (in bold below) as of November 23, 2016. I will acknowledge that the transit stop was slightly adjusted, but nothing truly significant (especially relative to its condition and accessibility in winter).





**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]



Name (or Organization): **Salmon Arm Folk Music Society**

Mailing Address: **Po Box 21**

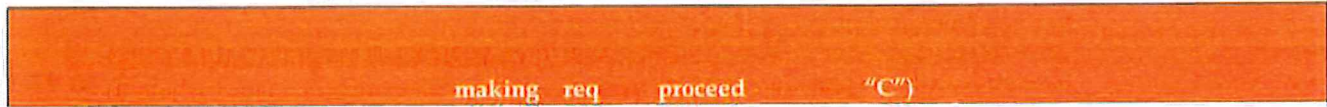
City: **Salmon Arm**

Postal Code: **V1E 4N2**

Primary Contact & Title: **Toni Starkell**

Email: **clerical@rootsandblues.ca**

Phone: **250.833.4096**



1. Is the organization a charitable or non-profit organization?

- Yes
- No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes
- No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

The organization's purpose is to enhance the cultural fabric of our community by presenting the Festival, off-season programming, and community outreach events in a region with limited access to arts and culture. SAFMS utilizes its venues to aid in cultural transmission, education and musical enrichment. The programming is intentionally quite diverse to draw an audience that represents children to seniors and includes people from all backgrounds and ethnic origins.

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

No

Yes - If Yes, please identify the agreement(s):

1. Lease of City Lands - Quonset Building located at 921 - 17 Street SW, Salmon Arm  
 2. Lease of City Lands - Land & Building located at 541 - 3 Street SW, Salmon Arm  
 3. Four-year operational funding agreement (ending 2024)

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

No

Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT
2024	Multi-year Funding	53,000
2023	Multi-year Funding	52,000
2022	Multi-year Funding	51,000

6. Has additional funding for the request been secured?

No

Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION
2025.2024 - Canadian Heritage	65,000	confirmed
2025.2024 - BC Arts Operational	36,000	confirmed
2025.2024 - Canadian Heritage Supplemental	36,000	confirmed

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget



requests)

9. Describe your budget request:

Value (if known): \$262,000

The Salmon Arm Folk Music Society is requesting a four-year grant renewal request of:

2025 - \$64,000

2026 - \$65,000

2027 - \$66,000

2028 - \$67,000

10. Is your request operational or capital in nature?

Operational (i.e. covers day-to-day activities required to deliver services)

Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

No

Yes - If Yes, please indicate when: *October, 2020.*



Signature: *Toni Starkell*

Date: *Sept. 27, 2024.*

Printed Name: *Toni Starkell*

Position (if applicable): *Administrative Services Manager*

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

## Salmon Arm Folk Music Society

## Net Profit / Loss Comparatives

	2024 Actuals	2024 Budget (Amended July 28, 2024)	
	Base Ops	Base Ops	Var
<b>Revenues</b>			
Grants, Donations & Memberships	402,282	404,782	2,500
In-kind Revenues	-	227,736	227,736
Ticket Revenue	955,171	954,363	(808)
Sponsors , Food & Artisan Vendors	131,791	132,791	1,000
Fundraising	14,450	14,450	-
Merchandise/Online Sales	403,404	403,404	-
Other Revenue	34,293	35,189	896
<b>Total Revenues w/o In-kind</b>	<b>\$ 1,941,391</b>	<b>\$ 2,172,715</b>	231,324
<b>Expenses</b>			
Venue & Equipment Total	490,850	530,664	39,814
Total Performer Expense	644,707	684,355	39,648
Total Bar & Merch Expense	117,900	117,975	75
Total Advertising / Promo	70,134	76,556	6,422
Total Event Expenses	49,622	62,650	13,028
Volunteer Expense	32,366	32,066	(300)
Total Payroll <b>[1]</b>	392,342	459,635	67,292
Office Expense Total	100,923	124,192	23,270
Total Banking Expense	45,204	48,218	3,014
Total Research, Training & Network	7,692	10,398	2,706
In-kind Expenses	-	227,736	227,736
Board Expenses	5,024	5,024	(0)
Donations	-	-	-
Depreciation net of Def. Contribution	-	6,814	6,814
<b>Total Expenses</b>	<b>\$ 1,956,763</b>	<b>\$ 2,386,282</b>	<b>\$ 429,519</b>
<b>Net Profit / (Loss)</b>	<b>\$ (15,372)</b>	<b>\$ (213,567)</b>	<b>\$ (198,195)</b>

September 11, 2024

His Worship Mayor Harrison,  
Members of Council,  
City of Salmon Arm,  
Salmon Arm, BC

**RE: Multi-year funding request (2025-2028)**

---

Dear Mayor and Council:

For over 30 years, the Salmon Arm Folk Music Society (SAFMS) has been the cornerstone live music presenter in the City of Salmon Arm and the Shuswap region. We have had the pleasure of programming high-quality music events while adjusting to increasing supplier expenses and the direct impacts caused by the climate crisis. The cancellation of the 31st Annual ROOTSandBLUES Festival last summer has motivated the organization to find solutions to adapt to the ever-changing environmental and financial landscape.

The plan is to invest in reducing annual rental obligations to balance the budget, increase the performer budget, and benefit the annual ROOTSandBLUES Festival and off-season concert season.

The organization has utilized reserve funds from revenues and grant monies for several key projects to reduce overhead and increase production value. These projects include completing the hydro kiosk project (2019-2022), purchasing sound and lighting equipment (2021 and 2022), and purchasing the STAGELINE 100 stage. The Hydro Project would not have been possible without the generous support of the City and the use of the Climate Action Fund. The community non-profit organizations that have benefited from these investments include events programmed by the Salmon Arm Arts Council, Salmon Arm and Shuswap Lake Agricultural Association, School District #83 Music Program, Music Heals, and the Shuswap Trail Alliance.

The SAFMS is committed to being a partner with the City and has demonstrated our willingness to be a team player when necessary with the most recent example when the SAFMS chose to forgo City grant support in 2020 when the in-person festival was cancelled. As you may remember, the SAFMS proceeded to lead the outdoor festival industry with an online version of the ROOTSandBLUES that was viewed by over 35,000 unique viewers. This initiative provided the public with a high-quality music tourism destination experience.

The social impact of the ROOTSandBLUES Festival cannot be underestimated. In the current ultra-energized partisan political environment, the event is one of the last bastions of pure togetherness. Politics are left at the gate, allowing people from all parts of the community to experience a clean,

safe, and inclusive environment for all ages to enjoy. It's a place for friends to reunite and families to build new memories together. The SAFMS has proven to be a bridge that unites the community.

The SAFMS has been working hard to reduce expenses and find efficiencies to cut costs. However, despite these efforts, the organization is finding it difficult to keep pace with inflation and the ever-increasing expenses related to program events. As a non-profit charity, the revenue we generated in 2024 will be utilized to fund programming in 2025.

Over the next five years, the SAFMS will need to recover from the loss of funding support previously provided by Shuswap Tourism, as the organization assumes the City's withdrawal from the tourism partnership. Shuswap Tourism will no longer sponsor the festival with a \$10,000 annual sponsorship. The organization cannot predict what other financial obstacles that may arise in the near future, but we believe we have proven to be a valuable partner that has directly increased the ROI, as well as a positive contributor to bringing the community together.

The Salmon Arm Folk Music Society is requesting a four-year grant renewal, the schedule shown below, and an increase in the City's commitment based on the details provided in this letter.

2025 - \$64,000  
2026 - \$65,000  
2027 - \$66,000  
2028 - \$67,000

We look forward to having the opportunity to discuss this in person at an upcoming regular council meeting for consideration of support in the 2025-2028 municipal budgets.

Please do not hesitate to contact us if you require further information.

Sincerely,



Toni Starkell  
Administrative Services Manager  
Salmon Arm Folk Music Society





### PUBLIC BUDGET REQUEST FORM

[Unless requested, the information on this document will be included on a public agenda]

#### A. CONTACT INFORMATION

Name (or Organization): **Salmon Arm Citizens Patrol Society**  
Mailing Address: **Salmon Arm RCMP, Citizens Patrol, PO Box 777**  
City: **Salmon Arm, BC** Postal Code: **V1E 4N8**  
Primary Contact & Title: **Paula Weir, President**  
Email: [Redacted] Phone: [Redacted]

#### B. ORGANIZATION INFORMATION (If you are not an organization making a request, proceed to section "C")

- 1. Is the organization a charitable or non-profit organization?  
 Yes  
 No
- 2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?  
 Yes  
 No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

- 1) provide 2 extra sets of eyes & ears on each shift for the RCMP.
- 2) Help prevent crime by being visible in vulnerable areas.
- 3) Use our uniform and signage as an obvious reminder of laws & bylaws.
- 4) Enhance the community's sense of security & well-being by another "sign" of law-enforcement presence.
- 5) Speed watch at schools and high-speed areas in the City of Salmon Arm.
- 6) Help with most Community Events, Coolest Night of The Year, Winter Fest, Fishing Derby, Canda Day, Fall Fair, Spooktacular, Treat Trail, Christmas parade, CP Holiday Train, BC 55 Games & more.

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

No

Yes - If Yes, please identify the agreement(s):

The City has let us use space in a small room at the Rec. Centre for our Office and equipment, thank you again.

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

No

Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT
2024	Grant-in-aid	\$3,000.00
2023	Grant-in-aid	\$5,000.00
2022	Grant-in-aid	\$2,000.00
2021	Grant-in-aid	\$3,500.00

6. Has additional funding for the request been secured?

No

Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ \_\_\_\_\_

I have already sent you my budget request.

10. Is your request operational or capital in nature?

Operational (i.e. covers day-to-day activities required to deliver services)

Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

No

Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: 

Date: 01-Oct-2024

Printed Name: Paula Weir

Position (if applicable): President

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

SALMON ARM CITIZENS PATROL

[www.salmonarmcitizenspatrol.ca](http://www.salmonarmcitizenspatrol.ca)

Salmon Arm R.C.M.P.

Citizens Patrol, PO Box 777,

Salmon Arm, B.C. V1E 4N8

Mayor Harrison & Council

September 24, 2024

City of Salmon Arm

500-2<sup>nd</sup> Ave. NE

Salmon Arm, BC, V1E 4N2

**SACP 2025 Grant-in-Aid Request**

We thank the Mayor and Council for the annual endorsement and respectfully request Salmon Arm City Council for the grant-in-aid of \$5,000.00 for the coming year 2025.

This will enable us to do some upgrading of our aging technology.

We are in our School Speed Watch programme now as long as the weather holds.

All our members were out helping with the 55+Games and so far, this year we have put in over 200 volunteer hours helping the City with Community Events.

We continue to do regular patrols weekly on various days and times.

We thank you in advance for your continued support.

Sincerely,

Paula Weir

SACP President







Royal Canadian  
Mounted Police

Gendarmerie Royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire  
Unclassified

NCO i/c Salmon Arm Detachment  
1980 11<sup>th</sup> Avenue N.E. Salmon Arm, BC  
V1E 2V5

Your File - Votre référence

Our File - Notre référence

City of Salmon Arm  
Box 40, 500 Second Ave N.E.  
Salmon Arm, BC  
V1E 4N2

Date:

September 25, 2024

**RE: Salmon Arm Citizen's Patrol Funding – Grant in Aid Request**

The Salmon Arm Citizen's Patrol continues to be an active volunteer group that supports a number of community events in the community of Salmon Arm. The group is made up entirely of volunteer members who donate their time in the community.

When fully active they provide proactive patrols within the community and it is through their efforts that programs like Speed Watch, Lock-Out Auto Crime, and the ICBC Stolen Auto Recovery program exist and are such a success. Additionally, when called upon they are a visible deterrent in targeted areas to prevent property crime and contribute to safer traffic flow. In instances of a civil emergency the community relies heavily on police and community resources. The Salmon Arm Citizens Patrol members are a community resource that can assist as part of the Shuswap Emergency Program.

In short, they are a dedicated volunteer group that supports the community, the RCMP and other critical programs. I would like to support the Salmon Arm Citizen's Patrol in their request for financial support for the upcoming fiscal year of 2025 as per their attached letter.

Sincerely,

Sgt Simon SCOTT  
NCO i/c Salmon Arm RCMP Detachment



RCMP GRC 2823 (2002-11) WPT

Παγε 1 οφ/δε 1

**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): Amy Vallarino

Mailing Address: 591 6 St Se

City: Salmon Arm

Postal Code: V1E4E5

Primary Contact & Title: Amy, Resident, Softball player, and mother

Email:

[REDACTED]

Phone:

[REDACTED]

**B. ORGANIZATION INFORMATION**

(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

- Yes  
 No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes  
 No - If No, please explain:

[REDACTED]

3. Describe the goal(s) or purpose(s) of the organization:

[REDACTED]

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$522.50

This request is for the City of Salmon Arm to consider 2 funding pieces for William Baker Park, also known as Canoe Ball Diamonds. One is required as an operational maintenance line item and the other is a capital input.

The operational maintenance item being requested is to ensure a long standing public health and safety risk is addressed. Behind ball diamond 1, on the forested side there is a well worn trail that is used by many children at the ball diamonds. Over the course of playing baseball there for the last 10 years, I have noticed the top of that trail becoming more and more undermined. So much now there are at least 5 dead standing trees on top of the undermined ledge. This trail although not linked to official trails does link into the Parkhill Trail system above. My recommendation is to immediately deal with the public health and safety risk before next spring ball season. The estimate cost for this work would be approximately \$5000 for an arborist to remove the 5 danger trees from the City Park, and have an excavator remove the undermined slope and regrade.

The capital request for this ball field is to meet the needs that the City of Salmon Arm inevitably will require, by installing stadium lights on at least 1 field. Both the minor league baseball and the adult Salmon Arm Slo-pitch use these fields for games both during the week and on weekends. By having stadium lights at the William Baker Park, alleviates any scheduling risk that occur, it also opens up more room for expanding needs for the City's current and future athletes. These stadium Floodlights are LED and should not be a large expense. My estimate for this capital cost would be:

- The Floodlights required per field are 4-6, and may range upward to ~\$1000 each,
- The poles (~\$1500 for 5),
- and the electrical install ~\$10,000

For a rough estimate of \$17,500 per field.

Thanks!

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: 

Date: 20-Apr-2010

Printed Name: Amy Vallarino

Position (if applicable):

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): Cedar Crescent Mobile Home Park (0852494 BC LTD)

Mailing Address: 45013 4326 Dunbar Street

City: Vancouver

Postal Code: V6S2M8

Primary Contact & Title: Joanne Rowell-Wong Management

Email: [REDACTED]

Phone: [REDACTED]

**B. ORGANIZATION INFORMATION**  
(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

- Yes
- No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes
- No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

Cedar Crescent Manufactured Home Park provides independent living for retired and semiretired persons allowing them to be involved in community events, maintain a garden have a pet and live out their years. Currently 31 units. Possible expansion 20 units. The park was built in 1972 and its infrastructure is aging out. The park is not high density with 31 units on 10 acres but has a creek valley and riparian zone in the middle severely limiting the ability to renew septic systems hence the need for city services. There is the adjacent Hidden Valley mobile home park that has similar age septic systems, at least one at end of life, also providing low income housing wanting to join the LAS to provide for current and future residents.

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes -- If Yes, please identify the agreement(s):

City water

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes -- If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

- No  
 Yes -- If Yes, please indicate the following:

	NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

	AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**

(for individual and organizational requests)

9. Describe your budget request:

Value (if known): \$225,000.00

Of the group of properties identified by the City of Salmon Arm for a possible LAS (11) plus 1 further property to the north of 5161 63rd avenue NE SA, 6 parties are interested in the LAS. This involves commercial property development which would increase taxes as well as preserving approximately 75 low income homes with the possibility of expanding the number of low income homes in already zoned manufactured home park land. The city has stipulated in the past that expansion must come with at least partial hook up to city services.

We are requesting 225000.00 to pursue further the details of feasibility of this LAS such as engineering, legal and financial due diligence.

This is considered a low priority issue by city of engineering, however, it involves existing low income housing retention and future development of low income housing. The consortium of land owners would like to know how many of the higher priority projects relate to low income housing, with the understanding that it is a priority in general of the City of Salmon Arm. The OCP did a review of the demographics of Salmon Arm determining that 22% are over 65yrs compared with 14% BC overall. Retaining and expanding low income housing for retired persons meets the OCP "Smart Growth" principles of a range of housing choices, promotion of strong sense of place and walkable communities, mix land use, preservation of environmental spaces such as canoe creek, and direct development towards existing developed spaces and zoning. The OCP also wants to support the efforts of the local economic development community which would include the 4 other businesses petitioning this application who wish to expand their businesses.(OCP 4.4.13.C)

Previous letters were sent to Counsel and reviewed: one from J Rowell Wong July 22, 2024 (although my letter has not been responded to directly) and a letter from Deanne Collinson of Bruce Coach reviewed Sept 9 20:24. A motion to provide funding for further outside LAS feasibility work because of City engineering/legal/finance commitments was voted down at that meeting by a close margin of 4-3. Counsel expressed confusion as to what is the makeup of the landowners petitioning and the potential stress on the sewer system.

There was a statement by Mayor Harrison that he wanted the land owners to have "skin in the game". I and others have been working with the city of SA engineering since 2019, travelling from Vancouver to meet with the city a number of times taking time away from my work. As a physician my interest is to continue providing a setting for elderly Salmon Arm residents that gives housing stability with mobile home ownership; social and self awareness and safety that the community offers; outdoor spaces for exercise and growing food for better diets and a positive outlook with animal companions. These provisions encompass 8/10 of the social determinants of health for older adults. I have been managing the park for 15 years and have seen many live out their lives well and independantly.

I would like to speak to the risks of not pursuing an LAS service and why it is necessary to consider sanitary services because of the environmental and geographical challenges. Because this is low income housing where rent is less than 500 dollars per month and adherent to the mobile home tenancy act, there is no ability to raise the capital for such a service up front for the mobile home parks.

I would like other property owners to briefly share their point of view in terms of opportunities for business with resulting increased tax base for all salmon arm residents.

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

- No
- Yes -- If Yes, please indicate when:

**D. AUTHORIZATION**

Signature:



Date: 07-Oct-2024

Printed Name: Joanne Rowell-Wong

Position (if applicable): Manager Cedar Crescent MHP

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



9 Describe your budget request

Value (if known): \$25,000

-----

Of the group of properties identified by the City of Salmon Arm for a possible LAS (11) plus 1 further property to the north of 5161 63rd avenue NE SA, 6 parties are interested in the LAS. This involves commercial property development which would increase taxes as well as preserving approximately 75 low income homes with the possibility of expanding the number of low income homes in already zoned manufactured home park land. The city has stipulated in the past that expansion must come with at least partial hook up to city services.

We are requesting \$25,000 to pursue further the details of feasibility of this LAS such as engineering, legal and financial due diligence.

This is considered a low priority issue by city of engineering, however, it involves existing low income housing retention and future development of low income housing. The consortium of land owners would like to know how many of the higher priority projects relate to low income housing, with the understanding that it is a priority in general of the City of Salmon Arm. The OCP did a review of the demographics of Salmon Arm determining that 22% are over 65yrs compared with 14% BC overall. Retaining and expanding low income housing for retired persons meets the OCP "Smart Growth" principles of a range of housing choices, promotion of strong sense of place and walkable communities, mix land use, preservation of environmental spaces such as canoe creek, and direct development towards existing developed spaces and zoning. The OCP also wants to support the efforts of the local economic development community which would include the 4 other businesses petitioning this application who wish to expand their businesses.(OCP 4.4.13.C)

Previous letters were sent to Counsel and reviewed: one from J Rowell Wong July 22, 2024 (although my letter has not been responded to directly) and a letter from Deanne Collinson of Bruce Coach reviewed Sept 9 2024. A motion to provide funding for further outside LAS feasibility work because of City engineering/legal/finance commitments was voted down at that meeting by a close margin of 4-3. Counsel expressed confusion as to what is the makeup of the landowners petitioning and the potential stress on the sewer system.

There was a statement by Mayor Harrison that he wanted the land owners to have "skin in the game". I and others have been working with the city of SA engineering since 2019, travelling from Vancouver to meet with the city a number of times taking time away from my work. As a physician my interest is to continue providing a setting for elderly Salmon Arm residents that gives housing stability with mobile home ownership; social and self awareness and safety that the community offers; outdoor spaces for exercise and growing food for better diets and a positive outlook with animal companions. These provisions encompass 8/10 of the social determinants of health for older adults. I have been managing the park for 15 years and have seen many live out their lives well and independently.

I would like to speak to the risks of not pursuing an LAS service and why it is necessary to consider sanitary services because of the environmental and geographical challenges. Because this is low income housing where rent is less than 500 dollars per month and adherent to the mobile home tenancy act, there is no ability to raise the capital for such a service up front for the mobile home parks.

I would like other property owners to briefly share their point of view in terms of opportunities for business with resulting increased tax base for all salmon arm residents.



**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): **Shuswap Sports and Leisure Society**  
Mailing Address: **101-40 Lakeshore Drive NE , PO BOX 1158**  
City: **Salmon Arm** Postal Code: **V1E4P3**  
Primary Contact & Title: **Stephanie O'Connor, Secretary**  
Email: [REDACTED] Phone: [REDACTED]

**B. ORGANIZATION INFORMATION**  
(If you are not an organization making a request, proceed to section "C")

- 1. Is the organization a charitable or non-profit organization?  
 Yes  
 No
  
- 2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?  
 Yes  
 No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

At the Shuswap Sports and Leisure Society, we believe that the strength of a community is reflected in the health, happiness, and opportunities available to its members. Our mission is to invest in the well-being of Salmon Arm by creating a welcoming and inclusive environment where everyone, regardless of age or ability, can participate in sport and leisure activities. We act as a central hub, connecting local sport groups, providing resources, hosting events that harvest economic benefits and fostering collaboration. Together, we are building a stronger, more vibrant community.

One of our most ambitious goals is the development of a new recreation center for the Shuswap region. This facility will not only provide a space for physical activity but will become a gathering place that inspires a sense of belonging and pride. In addition, we are committed to nurturing business growth, youth engagement, community pride and inclusive sports programs, all of which are essential for the vitality of Salmon Arm and the surrounding areas.

We believe in the transformative power of sport—how it brings people together, improves physical and mental health, and creates lifelong friendships. Our programs and partnerships aim to reflect these values, and with your support, we can continue to make a meaningful difference in the lives of our community members.

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$55,000.00

We are requesting \$5,000 in funding to help us lay the foundation for the Shuswap Sports and Leisure Society. As a newly formed organization, this grant would be instrumental in our start-up phase, allowing us to take the first meaningful steps toward our vision of creating a healthier, more connected community.

This initial funding would help us establish essential partnerships with local sport groups, launch key community outreach initiatives, and invest in the development of accessible resources for families, children, and seniors. The \$5,000 would also enable us to conduct feasibility studies and consultations to ensure that our new potential recreation center meets the diverse needs of the Shuswap community.

In the past, investments in sports and leisure in Salmon Arm have shown incredible benefits. The community has seen a surge in youth engagement through programs like minor hockey and swimming clubs, fostering teamwork, confidence, and lifelong friendships. The creation of accessible walking trails has made outdoor activity more inclusive for people of all ages, encouraging healthier lifestyles. Our vision builds on these successes, and with your support, we aim to further expand these opportunities, bringing even more benefits to the people of Salmon Arm.

This grant is more than just financial support—it's a vote of confidence in the future we are working to build. Together, we can ensure that the Shuswap Sports and Leisure Society becomes a cornerstone for well-being in our community, a place where people come together to thrive, regardless of age, ability, or background.

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: *Stephanie O'Connor*

Date: 28-Sep-2024

Printed Name: Stephanie O'Connor

Position (if applicable): Secretary

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).





**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): The Salmon Arm and Shuswap Lake Agricultural Association

Mailing Address: 351 3rd St SW,

City: Salmon Arm BC

Postal Code: V1E 1V4

Primary Contact & Title: Jim McEwan

Email: fair@salmonarmfair.com

Phone: 2508320442

**B. ORGANIZATION INFORMATION**  
(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

- Yes
- No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes
- No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

The purposes of the Association is to provide a venue for the promotion, development and education about agriculture; that people realize and understand how important agriculture is to the economy and to our health. To provide people with a glimpse of where food comes from through displays and activities. Provide a venue where farmers talk to the public and to maintain the assets of the Association.

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

Long term lease of south fair grounds

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT
2024	Grant in Aid	\$6,700.00
2023	Grant in Aid	\$6,086.00
2022	Grant in Aid	\$6,034.00

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ \$39,800.00

The association is planning to purchase 2 metal containers to store items used for the fair and to house our shop. With the current location of our storage and shop condemned, we must find a secure and reasonably inexpensive solution.  
We have sourced 5 door 40' metal containers at a landed cost of \$9600 each. They will need to be outfitted with electricity, spray foam insulation, concrete footings and shelving. We received a quote of \$5400 each for spray foam insulation.  
Working with a local electrician, we will require a sub panel for 100 amp service, electrical outlets in both containers, baseboard heat in the shop and lighting. Total estimated cost for both containers is \$8300.  
  
The cost per sonotube concrete footing is \$125 each or \$1500 for both containers.  
  
Total budget request is \$39,800.00

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: 

Date: 08-Oct-2024

Printed Name: Jim McEwan

Position (if applicable): Manager

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): **Salmon Arm Bay Nature Enhancement Society (SABNES)**

Mailing Address: **Box 27,**

City: **Salmon Arm,**

Postal Code: **V1E 4N2**

Primary Contact & Title: **Janet Aitken**

Email:

Phone:

**B. ORGANIZATION INFORMATION**

**(If you are not an organization making a request, proceed to section "C")**

1. Is the organization a charitable or non-profit organization?

- Yes  
 No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes  
 No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

**Goals of SABNES:**

1. To assist Nature Trust and the Ministry of the Environment (now FLNRO) with the development and operation of their Management plan for the Salmon Arm foreshore as a nature conservancy.
2. To develop, operate and promote a system of walkways, viewing areas and interpretive facilities.
3. To promote environmental awareness.

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

The City owns the raven trail. SABNES manages the Nature Trust property on the lakeside of the trail including the boardwalk and Christmas Island. The City, in conjunction with the Shuswap Trail Alliance and SABNES assists in the monitoring of by-law compliance for the dogs on the trail.  
 dogs

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT
2024	Grants in Aide- Student Interpreters- Nature Centre	\$4000.
2022	Grants in Aide - Student Interpreters	\$3000.

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT
Shuswap Rotary Club	\$10,000.
Shuswap Community Foundation	\$20,000.
Private Donors	On going

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION
BC Nature Trust	\$20,000	Pending (letter sent)
Shuswap Community Foundation 2025	\$20,000	Pending (waiting to apply)
BC Nature	\$5000	Pending (grant not yet done)

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request: Value (if known): \$ \_\_\_\_\_

SABNES is building a new bird viewing platform and boardwalk leading to it. Our total cost will be around \$266,829.

SABNES has raised \$30,000 as well as the grant from Shuswap Rotary and the Shuswap Community Foundation.

The foreshore trail is one of the highlights for many visitors to our area. The boardwalk leading around the beaver lodge was a special place to explore and observe wildlife. Our hope is to rebuild the boardwalk and create a large platform at the end that will serve as a quiet place to observe birds and other wildlife. It will serve as an outdoor classroom for children and adults, alike.

We would appreciate any financial support towards our community endeavour.

Budget Outline: See Attached

10. Is your request operational or capital in nature?  
 Operational (i.e. covers day-to-day activities required to deliver services)  
 Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?  
 No  
 Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature:

Date:

Printed Name: Janet Aitken October 7, 2024

Position (if applicable): President SABNES Oc

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).





## Barb Puddifant

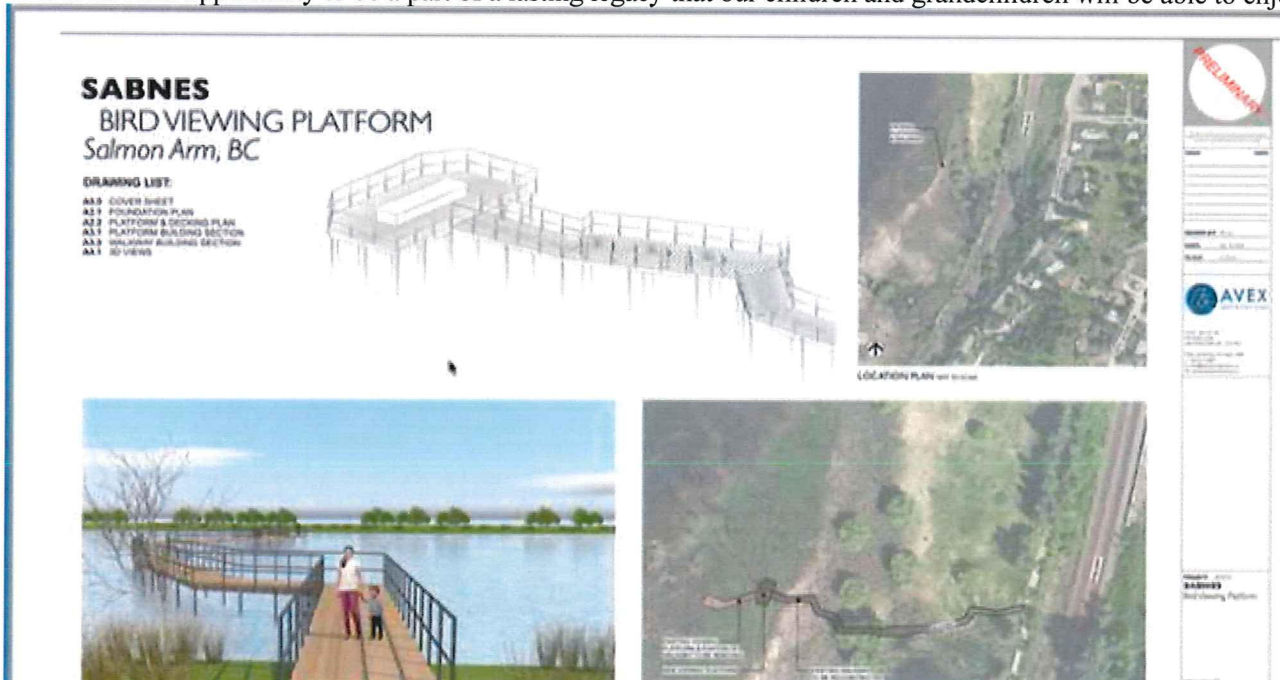
**From:** Janet Aitken [REDACTED]  
**Sent:** Tuesday, October 8, 2024 9:49 PM  
**To:** Barb Puddifant  
**Subject:** [External] Finance Department City of Salmon Arm Public Budget Request  
**Attachments:** 2025-Budget-Referral-Application copy.pdf; SABNES Budget for BVPlatform .pdf

### Salmon Arm Bay Nature Enhancement Society - SABNES Box 27, Salmon Arm, BC, V1E 4N2

Dear Mayor Harrison and Council Members,

Salmon Arm Bay Nature Enhancement Society (SABNES) is building a new board walk and a large platform to view wildlife.

This is an ideal opportunity to be a part of a lasting legacy that our children and grandchildren will be able to enjoy.



The condition of the current foreshore bird viewing platform has reached a critical point. Deteriorating and unsafe, it has been removed. The platform and boardwalk is not just a structure but a gateway allowing locals, bird watchers, photographers, nature enthusiasts, and tourists to immerse themselves in the delicate ecosystem of Salmon Arm Bay. Here, visitors can witness the breathtaking Trumpeter Swans, Western Grebes, American Pelicans, Great Blue Herons, and a myriad of other birds and wildlife that frequent the area.

The Salmon Arm foreshore trail is prominently highlighted on the BC Bird Trails, serving as a significant tourist attraction for our small city. It draws people from all corners of the world who revel in experiencing the raw beauty and diverse wildlife it offers.

Our plan is to build a new, larger platform with benches, capable of accommodating a class of children or a group of adults. Tucked away in the reeds and distant from train noise, this new platform will serve as an ideal teaching space and an undisturbed vantage point for observing the Western Grebes' enchanting mating dances.


To make this vision a reality, we seek your support. The estimated budget for this project is as follows: *(to be modified)*

The property, owned by Nature Trust, leased to the Ministry of Forests, is managed by our dedicated volunteers at SABNES. With an active board of ten members, each volunteering their time, we are committed to maintaining and enhancing this natural treasure for future generations.

SABNES has thrived for over 36 years, thanks to the commitment of countless volunteers who have poured time and energy into maintaining these spaces. The boardwalk has been a place of discovery and joy for both young and old, with daily e-bird accounts frequently updated by avid birders. We also recognize that our community partners have played a significant role.

Your support will leave a lasting legacy in Salmon Arm, ensuring that the board walk and viewing platform can be enjoyed by all for years to come.

Thank you for considering this opportunity to contribute to a project that celebrates and protects the very essence of our natural world.

If you have any questions or suggestions that may help us, please contact Janet Aitken at 

Janet Aitken  
SABNES President  
(See 2 other attachments below)



**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): BC SPCA - Shuswap Community Animal Centre

Mailing Address: 5850 Auto Road SE

City: Salmon Arm BC

Postal Code: V1E2X2

Primary Contact & Title: Mairin Pybus-Keane - Senior Officer, Foundations & Grants

Email: mpybuskeane@spca.bc.ca

Phone: [REDACTED]

**B. ORGANIZATION INFORMATION**

(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

Yes

No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

Yes

No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

Vision:  
Animals and people thriving together

Mission:  
Protecting vulnerable animals and mobilizing communities so animals and people thrive together

Values:  
- We are caring and compassionate  
- We work and learn with respect  
- We collaborate to amplify our impact  
- We are ethical, accountable and courageous

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT
2023	Government Grant	\$12,000.00
2022	Government Grant	\$12,000.00
2020	Government Grant	\$12,000.00
2019	Government Grant	\$12,000.00

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ \_\_\_\_\_

We are requesting \$15,000 to support our Shuswap Animal Centre in Salmon Arm. This funding is essential to address our growing budget needs as we expand our programs. In 2024, we cared for 1,063 animals, an increase from 971 in 2023. Additionally, our center managed 11 Large Scale Animal Intakes (LSAI) in 2024, and we are currently preparing for three more LSAs, involving over 30 cats from the area.

The rising costs associated with veterinary care, medical needs, and overall expenses, coupled with the increase in animal intake from strays and LSAs, necessitate this request for support.

We have just begun our Fiscal Year 2025, and our center budgets for the upcoming year are not yet finalized. Attached is our FY2024 budget for your review. Please note that these figures are subject to finalization, and our Fiscal 2025 budget is pending approval. While we anticipate that overall expenses will remain relatively stable, changes may occur due to fluctuations in capacity, veterinary costs, and the length of stay for animals in our care.

Our Salmon Arm Animal Care Centre continues to operate all its programs and services for the Shuswap region, including:

- Enforcement of animal protection laws through cruelty and neglect investigations;
- Sheltering and adoption of homeless, surrendered, and vulnerable animals;
- Emergency response for animals and their guardians affected by natural disasters such as wildfires and floods;
- Veterinary services, including low-cost spay/neuter programs to reduce pet overpopulation;
- Emergency medical treatment and rescue;
- Youth programs, including school initiatives, camps, and the Kids Club;
- Advocacy on animal welfare issues;
- Assistance through our provincial Animal Helpline;
- Support for local governments in establishing humane community bylaws;
- Cruelty prevention and education programs for adults;
- Pet food bank services;
- Reuniting lost pets with their owners;
- Protection and advocacy for farm animals;
- AnimalKind accreditation for humane wildlife and rodent control, as well as dog training businesses.

Thank you for considering our request. We appreciate your ongoing support for the vital work we do in the Shuswap region. Please reach out if you need further information.

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:



**D. AUTHORIZATION**

Signature: 

Date: 09-Oct-2024

Printed Name: Mairin Pybus-Keane

Position (if applicable): Senior Officer Foundations & Grants

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



**BC SPCA Shuswap Community Animal Centre  
Operations Budget Fiscal 2024**

<b>Revenue</b>	<b>2024 - subject to adjustment</b>	
<b>[-] BB - Adoption Fees</b>	\$	48,015.66
4110 (Adoption Fees)	\$	47,938.45
4660 (Sale of merchandise)	\$	77.21
<b>[-] FF - Service Fees</b>	\$	4,411.02
4120 (Service Fees)	\$	3,539.57
4130 (Dangerous Dog Boarding Fees)	\$	121.45
4180 (Community Spay/Neuter Service Fees)	\$	750.00
<b>[-] CC - Provincial Fundraising</b>	\$	107,137.55
4230 (Major Giving)	\$	26,958.84
4248 (Donations Transferred from Biscuit Fund)	\$	8,752.13
4290 (Interdepartment allocation of Fundraising)	\$	67,524.34
<b>[-] EE - Grants</b>	\$	-
4395 (Grants - non-government groups)	\$	-
<b>[-] HH - CAC Fundraising and Membership</b>	\$	42,762.70
4275 (Donations - Employee Groups)	\$	3,902.24
4040 (General Donations)	\$	38,760.46
4030 (Memberships)	\$	100.00
<b>[-] PP - Community Fundraising and Events</b>	\$	83,461.50
4010 (Peer to Peer)	\$	83,461.50
<b>[-] QQ - Legacies and Planned Giving</b>	\$	237,109.00
4245 (Legacies - restricted and recognized)	\$	-
4845 (Deferred contributions - Legacy)	\$	237,109.00
<b>[-] RR - Financial Income</b>	\$	-
4830 (Dividend & Interest Income)	\$	-
4836 (Deferred/(Recognized) Investment Income)	\$	-
<b>[-] SS - Other Income</b>	\$	-
4755 (Miscellaneous Income)	\$	-
<b>[-] YY - Provincial Office Support</b>	\$	-
4990 (Provincial Office Income Distribution)	\$	-
<b>Total Revenue</b>	<b>\$</b>	<b>522,897.43</b>

<b>Expenses</b>	<b>2024</b>	
<b>[-] W - Wages and Benefits</b>	\$	371,663.62
8510 (Compensation and Benefits - Salaried)	\$	72,020.38
8520 (Compensation and Benefits - Hourly)	\$	299,643.24
<b>[-] A - Spay/Neuter</b>	\$	58,166.41
6010 (Spay Neuter Expense - General)	\$	53,466.92
6030 (Community Spay/Neuter)	\$	528.47
6035 (Community Spay/Neuter - Grant funded)	\$	4,171.02

<b>[-] B - Medical</b>	<b>\$</b>	<b>53,742.04</b>
6110 (Euthanasia Expenses)	\$	4,057.88
6130 (Laboratory Expenses)	\$	3,621.89
6140 (Medical Supplies)	\$	6,623.28
6150 (Veterinary Services - General)	\$	29,474.71
6151 (Non-Spay Neuter expense - BC SPCA clinic discount)	-\$	5,051.16
6160 (Veterinary Services - Emergency)	\$	977.42
6170 (Vaccine Costs)	\$	4,732.89
6190 (Dental Expenses)	\$	9,305.13
<b>[-] C - Transport</b>	<b>\$</b>	<b>13,641.40</b>
6210 (Vehicle Repair)	\$	4,336.40
6220 (Vehicle Operation/Fuel)	\$	3,522.22
6230 (Vehicle Operating Lease Expense )	\$	3,797.23
6270 (Vehicle Insurance)	\$	1,395.16
6280 (Business Travel - transportation)	\$	590.39
<b>[-] D - Sheltering</b>	<b>\$</b>	<b>11,832.14</b>
6120 (Pathological Disposal)	\$	1,259.42
6310 (Equipment Maintenance)	\$	-
6330 (Food Supplies)	\$	1,109.87
6340 (Supplies - through central warehouse)	\$	9,357.46
6350 (Boarding Expense)	\$	-
6370 (Uniforms - clothing)	\$	105.39
<b>[-] E - Premises</b>	<b>\$</b>	<b>38,278.49</b>
6410 (Building Maintenance - Minor Repairs)	\$	35.87
6412 (Building Maintenance - Snow Removal)	\$	3,812.83
6414 (Building Maintenance - Rodent and Pest Control)	\$	2,480.40
6421 (Garbage - Recycling)		5127.03
6450 (Utilities - Water + Misc)	\$	7,100.83
6451 (Utilities - Natural Gas)	\$	209.18
6452 (Utilities - Electric)	\$	374.37
6453 (Utilites - Security Monitoring)	\$	823.36
6460 (Taxes & Licenses)	\$	3,613.89
6831 (Plumbing)	\$	1,025.00
6832 (Life Safety (incl. Fire Protection & Detection))	\$	256.25
6833 (Mechanical & HVAC)	\$	4,909.53
6837 (Security Infrastructure & Access Control)	\$	188.60
6835 (DDC & Electrical)	\$	3,088.06
6836 (Roofing)	\$	2,066.40
6841 (Finishes - Doors, Door locks & Hardware)	\$	2,783.65
6842 (Finishes - Furniture & Office Equipment)	\$	383.24
<b>[-] G - Communications</b>	<b>\$</b>	<b>19,612.30</b>
6610 (Telephone & Fax Landline)	\$	9,806.15
6640 (Postage (Non-Fundraising))	\$	120.74
6611 (Mobile Phone charges)	\$	9,685.41



<b>[-] H - Office</b>	<b>\$</b>	<b>10,952.12</b>
6730 (Office Supplies)	\$	5,558.06
6750 (Office Equipment Rental)	\$	1,017.00
6760 (Miscellaneous Expense)	\$	4,269.87
6765 (Staff Meetings - food & meals)	\$	32.19
6767 (Staff Appreciation)	\$	75.00
6768 (Volunteer Recognition)	\$	-
6790 (Dues & Subscriptions)	\$	-
<b>[-] K - IT Infrastructure</b>		
6660 (Internet Connectivity Expense)	\$	164.00
<b>[-] M2 - Fundraising Expense</b>	<b>\$</b>	<b>98.51</b>
7247 (Cash Over/Short)		
7285 (Community Fundraising & Special Events Expenses)	\$	0.74
7290 (Membership Campaign)	\$	97.77
<b>[-] S - Public Awareness and Education</b>	<b>\$</b>	<b>-</b>
7720 (Advertising & Promotion (non-fundraising))	\$	-
<b>[-] U - Interest and Bank Charges</b>	<b>\$</b>	<b>4,458.41</b>
7245 (Bad Debts & NSF)	\$	2,785.19
7930 (Bank & Credit Card Charges)	\$	-
7940 (Vehicle Long Term Lease Interest Charges)	\$	1,673.22
<b>Total Expenses</b>	<b>\$</b>	<b>582,445.44</b>

**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): **The Shuswap Family Expo**  
 Mailing Address: **391 Hudson Ave NE #201**  
 City: **Salmon Arm** Postal Code: **V1E 4N6**  
 Primary Contact & Title: **Missy Morrison Charko & Taylor Bean (Co-Directors)**  
 Email: **theshufamilyexpo@gmail.com** Phone: **[REDACTED]**

**B. ORGANIZATION INFORMATION**  
*(If you are not an organization making a request, proceed to section "C")*

1. Is the organization a charitable or non-profit organization?  
 Yes  
 No
2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?  
 Yes  
 No - If No, please explain:

We are an event with two co-directors: Taylor Bean and Missy Morrison Charko. Our event is The Shuswap Family Expo that is held in Salmon Arm. This year (2025) will be our 2nd annual event. We are in compliance with all municipal policies when it comes to what is required for putting on an expo. Outside of the expo, we are not doing any work within the community.

3. Describe the goal(s) or purpose(s) of the organization: *- see attached in larger print.*

Our website will remain a search engine for businesses/resources/programs that families are looking for in the community, as well as have a direct link to our YouTube channel with recordings of our expert parenting speakers.

Our goal of The Shuswap Family Expo is to reach all families within the Shuswap in some capacity. Be it by supporting a family run business/program or by educating families of what is available to them within the Shuswap. As an expo, we are bringing several businesses, nonprofits and programs together to exhibit who they are to the community within the full one day event.

The Shuswap Family Expo is a fun day for children, with bounce castles, juggler, face-paints, painting and balloon making, but it is also a day to capture teens and parents through education and demonstrations, with exhibitors that showcase finance, higher education, youth activities and more. Our demonstration area is a way to show children lots of things from sports to the arts lets opportunities in our community, without any commitment.

On Sept 28th we held our inaugural expo with 50+ vendors attending, 4 expert guest speakers (from around BC and Ontario), Rawup Williams holding their Truth and Reconciliation event with 3 speakers, several demonstrations, food trucks and raffles, with all proceeds going to The Shuswap Family Centre. We are booked for this upcoming 2025 at the North Salmon Arm Fairgrounds for Saturday, September 27th, 2025.

The volunteers for the Shuswap Family Expo were businesses/organizations that were or also to help us: Scouts, Curling and Nahandkic, St. John's Ambulance, and Salmon Arm Citizens Patrol.

Our Shuswap Family Expo has a place for every family in our community, from those who are thinking about getting pregnant (we have Doula's on site), to breastfeeding mothers (we have a lactation consultant with a Infant Feeding tent), to programs that support children (Wonder Years Play and Shuswap Children's Association) to resource centre (ThirdPoint Family Growth Centre) all the way to supporting teens (Career Counselling, sports organizations, Performing and Visual Arts programs, ARG Gaming, The Salmon Arm Rec. Center, Okanagan College). The Shuswap Family Expo provides families a chance to fill the gaps of what may be missing in their children's lives.

With expert parenting guest speakers, focusing on topics from nutrition deficiencies, addiction, cell phone use and safety, to mental health, the expo gives parents the opportunity to listen and learn, while their children play and interact. For example, our keynote speaker was originally to have spoken at Urplug and Play, but it was decided she would be better suited at our event so parents could really take advantage of the entire day and the opportunity to learn.

Our long term intent of the Shuswap Family Expo is to reach all corners of the province, bringing families into our region to learn about our programs that may be new to them or find the same type of support or programs in their own area for their family, while visiting for the weekend in our beautiful Shuswap area and Salmon Arm during the shoulder season.

We are thinking big with our event and looking forward to its growth and potential as the years come!

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget - Please see attached Estimated Budget.

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$10,000.00

The Shuswap Family Expo is submitting for three budget requests.  
Budget Requests: Stage, Sound System and technical support, including electrical setup for the 2025 Shuswap Family Expo.

The 2nd Annual Shuswap Family Expo will take place on Saturday, September 27, 2025 at the Salmon Arm Fairgrounds. We are seeking funding to secure a professional stage and sound system for the upcoming 2025 Shuswap Family Expo. The inclusion of a larger stage will allow for us to host our expert guest speakers, providing them with the platform to share valuable insights and resources for families in attendance. A high-quality sound system is essential to ensure all presentations and entertainment can be clearly heard, enhancing the overall experience for our guests and drawing in families from outside the fairgrounds. We anticipate the costs will include the rental of the stage, rental of the sound equipment, and the technical support for the setup, duration and the breakdown of the event. We are also including a budget request for the electrical setup of the fairgrounds to ensure that our sound system, food trucks, bouncy castles and exhibitors have the proper setup for the event.

The Shuswap Family Expo is a new and vital component of the Salmon Arm and Shuswap community, bringing families together with family-focused businesses and organizations, fostering connections that strengthen our social fabric. By showcasing local resources, services and activities for families, our one of a kind event not only enhances the quality of life for our children, parents and caregivers, but also attracts visitors from neighboring communities and beyond. This exposure is crucial, as it encourages families to explore what Salmon Arm has to offer, potentially leading to new residents who value the strong sense of community here. Supporting The Shuswap Family Expo, means the City of Salmon Arm investing in a brighter future for our families, as it provides essential resources, educational opportunities, and a platform for local businesses, non-profits and organizations. With the support of the City of Salmon Arm, we can ensure that the Shuswap Family Expo becomes a cherished event our community looks forward to for years to come.

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: *Missy Morrison Charko*

Date: 09-Oct-2024

Printed Name: Missy Morrison Charko

Position (if applicable): Co-Director

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

**Attaching due to small print on form:**

**Describe our purpose of the event:** Our website will remain a search engine for businesses/resources/programs that families are looking for in the community, as well as have a direct link to our YouTube channel with recordings of our expert parenting speakers.

Our goal of The Shuswap Family Expo, is to reach all families within the Shuswap in some capacity. Be it by supporting a family run business/program or by educating families of what is available to them within the Shuswap. As an expo, we are bringing several businesses, nonprofits and programs together to exhibit who they are to the community within this full one day event.

The Shuswap Family Expo is a fun day for children, with bouncy castles, juggler, face/henna painting and balloon making, but it is also a day to capture teens and parents through education and demonstrations, with exhibitors that showcase finance, higher education, youth activities and more. Our demonstration area is a way to show children/teens everything from sports to the arts arts opportunities in our community, without any commitment.

On Sept 28th we held our inaugural expo with close to 1000 visitors, 50+ vendors attending, 4 expert guest speakers (from around BC and Ontario), RiseUp Wellness holding their Truth and Reconciliation event with 3 speakers, several demonstrations, food trucks and raffles, with all proceeds going to The Shuswap Family Centre. We are booked for this upcoming 2025 at the North Salmon Arm Fairgrounds for Saturday, September 27th, 2025.

The volunteers for the Shuswap Family Expo were businesses/organizations that were on site to help us: Scouts, Curling and NatureKids, St. John's Ambulance, and Salmon Arm Citizens Patrol.

Our Shuswap Family Expo has a place for every family in our community, from those who are thinking about getting pregnant (we have Doulas on site), to breastfeeding mothers (we have a lactation consultant with a Infant Feeding tent), to programs that support children (Wonder Years Play and Shuswap Children's Association) to neurodiverse (PivotPoint Family Growth Centre) all the way to supporting teens (Current Counseling, sports organizations, Performing and Visual Arts programs, ARC Gaming, The Salmon Arm Rec Center,



Okanagan College) . The Shuswap Family Expo provides families a chance to fill the gaps of what may be missing in their children's lives.

With expert parenting guest speakers, touching on topics from nutrition deficiencies, athletics, cell phone use and safety to mental health, the expo gives parents the opportunity to listen and learn, while their children play and interact. For example, our keynote speaker was originally to have spoken at Unplug and Play, but it was decided she would be better suited at our event so parents could really take advantage of the entire day and the opportunity to learn.

Our long term intent of the Shuswap Family Expo is to reach all corners of the province, bringing families into our region to learn about our programs that may be new to them or find the same type of support or programs in their own area for their family, while visiting for the weekend in our beautiful Shuswap area and Salmon Arm during the shoulder season.

We are thinking big with our event and looking forward to its growth and potential as the years come!

# Estimated 2025 Budget for Shuswap Family Expo

ITEM	NOTES	BUDGET	ACTUAL PRICE	CONTRACT INFORMATION	CONTRACT SIGNED YR	SPONSORSHIP YR	SPONSORSHIP AMOUNT	DUE DATE	PAID YR
Salmon Arm Fair grounds		\$100 + 1000 deposit							
Website hosting		\$200							
Photography		\$500							
Stage		\$4,500							
Electrical		\$1,200							
Insurance		\$1,400							
Sound		\$2,000							
Keynote Speaker		\$8,000							
Media Table		\$1,000							
Design : Signage and Maps		\$500							
Signage		\$1,000							
Print: Flyers/Maps		\$200							
Bank Account		\$10							
T-Shirts		\$250							
Lanyards		\$50							
Sanitation Tablets		\$700							
Picnic Tables		\$200							
Bouncy Castles		\$3,000							
Advertisements: Paper		\$900							
Tent 20 x 20		\$600							
Garbage Recycling removal		\$50							
Water Station		\$200							
Security		\$800							
Bouncy Castle Volunteers		\$300							
Entertainment		\$800							
Technical Support		\$2,000							
Marketing Other		\$500							
<b>Total Estimated Budget 2025</b>		<b>\$38,580</b>							
2024 Budget		\$25,215							

## Barb Puddifant

---

**From:** The Shuswap Family Expo <theshufamilyexpo@gmail.com>  
**Sent:** Wednesday, October 9, 2024 1:02 PM  
**To:** Barb Puddifant  
**Subject:** [External] 2025 Public Budget Request Packet from The Shuswap Family Expo  
**Attachments:** 2025 Public Budget Request - City of Salmon Arm from The Shuswap Family Expo.pdf

To Whom It May Concern,

The Shuswap Family Expo 2025 is submitting the Public Budget Request for The City of Salmon Arm on this date, October 9, 2024 for your consideration. An inaugural event that brought in close to 1000 attendees in its first year, Dr. Taylor Bean and I are pleased to present you with our request for The City of Salmon Arm's support for this coming year's 2nd Annual Expo on Saturday, September 27, 2025 at the Salmon Arm Fairgrounds. We appreciate the support from the community for our first event and look forward to making the event bigger and better this coming year! Please see the attached package with the 2025 Public Budget Request. Thank you so much and please let us know if you have any questions or need further information.

Warm Regards,  
Missy Morrison Charko  
Co-Director

--

**The Shuswap Family Expo**  
*Co-directors Missy Morrison Charko and Dr. Taylor Bean, ND*

Check out our [website HERE](#)



Presented by TaylorMade Wellness and Say Yes to The Rest



Partnered with the [Shuswap Family Centre](#)



September 28 2024 at the Salmon Arm Fair Grounds

**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): C Day - all contact information requested withheld from public for safety/security

Mailing Address: [REDACTED]

City: salmon arm

Postal Code:

Primary Contact & Title:

Email: [REDACTED]

Phone:

**B. ORGANIZATION INFORMATION**  
(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

Yes

No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

Yes

No - If No, please explain:

[REDACTED]

3. Describe the goal(s) or purpose(s) of the organization:

[REDACTED]

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

No  Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

No  Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

No  Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

### C. BUDGET REQUEST

(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ **75000**

As per our petition submitted in 2024 (attached)

We, the undersigned, ask Salmon Arm Council to approve funding in the 2024 Budget for a minimum of \$75,000 to be used to construct a fully serviced dog park in the City. We ask Council to allocate a minimum of 3 acres of dedicated dog park space to ensure it is properly sized for all dogs to play and socialize in a healthy environment; fenced, with water (tap or fountain), shade (trees or manmade), for small and large breeds.

We suggest using the vacant lot west of the Recreation Centre.  
(it is vacant, lots of parking nearby, centrally located, close to amenities, already a community hub)

In addition, we ask for an additional funding commitment of \$50,000 per year dedicated to constructing and improving dog parks in our community (for at least 4 more years).

We know you support ball diamonds for organized games. We know you support soccer fields for people to play. We know you support splash parks and skate parks for our kids to enjoy.

We know you will show the same support for dog park facilities for us and our pets.

10. Is your request operational or capital in nature?

Operational (i.e. covers day-to-day activities required to deliver services)

Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

No  Yes - If Yes, please indicate when:

### D. AUTHORIZATION

Signature:  \_\_\_\_\_

Date: **Oct 8/24** \_\_\_\_\_

Printed Name: **c day** \_\_\_\_\_

Position (if applicable): \_\_\_\_\_

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).








## Bark Bark for Dog Parks Community Petition

We, the undersigned, ask Salmon Arm Council to approve funding in the 2024 Budget for a minimum of \$75,000 to be used to construct a fully serviced dog park in the City. We ask Council to allocate a minimum of 3 acres of dedicated dog park space to ensure it is properly sized for all dogs to play and socialize in a healthy environment; fenced, with water (tap or fountain), shade (trees or manmade), for small and large breeds.

We suggest using the vacant lot west of the Recreation Centre.  
 (it is vacant, lots of parking nearby, centrally located, close to amenities, already a community hub)

In addition, we ask for an additional funding commitment of \$50,000 per year dedicated to constructing and improving dog parks in our community (for at least 4 more years).

**We are dog owners, dog lovers. We know socialization is good for the dogs, and us.  
 We know dedicated and unique dog parks will promote tourism and support the economy.  
 We know our dogs need the space to run and play, and so do we.**

NAME	ADDRESS	EMAIL/PHONE	SIGN HERE
Kyke Dempster	3731 8th Ave	778-327-8187	
Luc Gagnon	3785 Sunnybriar Ave Pt. Rd.	780 777 2396	
MIKE DEFRANCE	30-11th ST SE - SA	250-832-7522	
LAVIE DEFRANCE	30-11th ST SE - SA	250-832-7522	
RSPINK	2050 72nd -	250 463-5850	
Marlene Mitchell	5464 Eagle Bay Rd EB	778 386 3787	
Leanne Kujot	1670 11 Ave SE	250-804-0378	

We know you support ball diamonds for organized games. We know you support soccer fields for people to play. We know you support splash parks and skate parks for our kids to enjoy.

**We know you will show the same support for dog park facilities for us and our pets.**

When form is complete please deliver to City Hall at 500 2 Ave NE, Salmon Arm, BC, V1E 4N2  
 Attn: Mayor & Council

## Bark Bark for Dog Parks Community Petition

We, the undersigned, ask Salmon Arm Council to approve funding in the 2024 Budget for a minimum of \$75,000 to be used to construct a fully serviced dog park in the City. We ask Council to allocate a minimum of 3 acres of dedicated dog park space to ensure it is properly sized for all dogs to play and socialize in a healthy environment; fenced, with water (tap or fountain), shade (trees or manmade), for small and large breeds.

We suggest using the vacant lot west of the Recreation Centre.  
 (it is vacant, lots of parking nearby, centrally located, close to amenities, already a community hub)

In addition, we ask for an additional funding commitment of \$50,000 per year dedicated to constructing and improving dog parks in our community (for at least 4 more years).

**We are dog owners, dog lovers. We know socialization is good for the dogs, and us.  
 We know dedicated and unique dog parks will promote tourism and support the economy.  
 We know our dogs need the space to run and play, and so do we.**

NAME	ADDRESS	EMAIL/PHONE	SIGN HERE
<del>Early</del>	<del>2041 30V SE SA</del>	<del>250 803-6115</del>	<del>[Signature]</del>
<del>Monori</del>	<del>[Signature]</del>	<del>804-2641</del>	<del>[Signature]</del>
EVELYN	#4 1791-		
Knsta	3260 2 Ave NE	778 981 0692	[Signature]
Jillian Blake	2613		[Signature]
Penny Pratt	1-51-8 AVE SW	250-515-4610	[Signature]
Inezelda Williams	TURKIE VALLEY	250 679 3334	[Signature]
Carol Gysler	Salmon Arm	250-510-7354	C.G.

We know you support ball diamonds for organized games. We know you support soccer fields for people to play. We know you support splash parks and skate parks for our kids to enjoy.

**We know you will show the same support for dog park facilities for us and our pets.**



When form is complete please deliver to City Hall at 500 2 Ave NE, Salmon Arm, BC, V1E 4N2  
Attn: Mayor & Council

## Bark Bark for Dog Parks Community Petition

We, the undersigned, ask Salmon Arm Council to approve funding in the 2024 Budget for a minimum of \$75,000 to be used to construct a fully serviced dog park in the City. We ask Council to allocate a minimum of 3 acres of dedicated dog park space to ensure it is properly sized for all dogs to play and socialize in a healthy environment; fenced, with water (tap or fountain), shade (trees or manmade), for small and large breeds.

We suggest using the vacant lot west of the Recreation Centre.  
(it is vacant, lots of parking nearby, centrally located, close to amenities, already a community hub)

In addition, we ask for an additional funding commitment of \$50,000 per year dedicated to constructing and improving dog parks in our community (for at least 4 more years).

**We are dog owners, dog lovers. We know socialization is good for the dogs, and us.  
We know dedicated and unique dog parks will promote tourism and support the economy.  
We know our dogs need the space to run and play, and so do we.**

NAME	ADDRESS	EMAIL/PHONE	SIGN HERE
Wayne Trethewey	2751 15 AVE NE #7	250 804 6939	<i>Wayne Trethewey</i>
Jade Oberst	2051 11 <sup>th</sup> Ave SE	250-803-1803	<i>Jade Oberst</i>
Kore Robertson	980 4 <sup>th</sup> AVE SE	250 833-2081	<i>Kore Robertson</i>
Marg Robertson	8017 SCHUBERT RD	250 832 8367	<i>Marg Robertson</i>
JAYNE GILMAR	1101 Salmon River Rd.	250-833-5227	<i>Jayne Gilmar</i>
Savona Lyon	541 18 <sup>th</sup> SE	250-300-0693	<i>Savona Lyon</i>
SANDRA WHALEN	#3-2850-7 <sup>th</sup> AVE N.E.	250-804-4855	<i>S. Whalen</i>
Natasha Gracie	24 Black Rd	780-394-6241	<i>N. Gracie</i>
Niko Bellows	24 Black rd.	250-253-6805	<i>Niko Bellows</i>
Charlotte Austin	1640-15 Ave SE	250-832-1984	<i>Charlotte Austin</i>
LES PAINCHAUD	32-4811 10 <sup>th</sup> AVE NE.	780-402-1194	<i>Les Painchaud</i>
B. Goodall	2721-20 Ave NE	250 832 8320	<i>B. Goodall</i>
R Grady	4270 20 <sup>th</sup> St NE	778-899-5024	<i>R. Grady</i>
R. Martin	1370 Yella Rd	403-614-9539	<i>R. Martin</i>

We know you support ball diamonds for organized games. We know you support soccer fields for people to play. We know you support splash parks and skate parks for our kids to enjoy.

**We know you will show the same support for dog park facilities for us and our pets.**



When form is complete please deliver to City Hall at 500 2 Ave NE, Salmon Arm, BC, V1E 4N2  
Attn: Mayor & Council

## Bark Bark for Dog Parks Community Petition

We, the undersigned, ask Salmon Arm Council to approve funding in the 2024 Budget for a minimum of \$75,000 to be used to construct a fully serviced dog park in the City. We ask Council to allocate a minimum of 3 acres of dedicated dog park space to ensure it is properly sized for all dogs to play and socialize in a healthy environment; fenced, with water (tap or fountain), shade (trees or manmade), for small and large breeds.

We suggest using the vacant lot west of the Recreation Centre.  
(it is vacant, lots of parking nearby, centrally located, close to amenities, already a community hub)

In addition, we ask for an additional funding commitment of \$50,000 per year dedicated to constructing and improving dog parks in our community (for at least 4 more years).

**We are dog owners, dog lovers. We know socialization is good for the dogs, and us.  
We know dedicated and unique dog parks will promote tourism and support the economy.  
We know our dogs need the space to run and play, and so do we.**

NAME	ADDRESS	EMAIL/PHONE	SIGN HERE
Sara W.	6721 51 <sup>st</sup> NE Canal	250-253-7272	
Hollie Stewart	4105 <sup>th</sup> ST. S.W.	250 803-2489	
Stephanie O'Connor	2561 30 <sup>th</sup> ST NE	500 541 7185	
Cheryl Allan	1202 Little Street	250-955-6357	
Sean O'Connor	2561 30 <sup>th</sup> ST NE	306 541 7185	
Laverne White	1020 24 <sup>th</sup> ST SE	250-833-6656	
Bernie Wine	4481-73rd Ave NE	778 828 4580	
William Macgregor	13-680 Shuswap St SE	250 463-2349	
Sabell Diederichs	40029 Somerville Hasted Rd	250 537 7800	
Richard Gage	300 27 <sup>th</sup> ST NE	250 463 2153	
Kichen Makhetue	250-253-5374		
Wendy Steward	250-253-4312		
Sabell Eldon	250 209 5877	2608 4 <sup>th</sup> Ave SE	
Hannan Tarz	<del>250 253 6127</del> #11 2550 Brown Road	250 253 6127	

We know you support ball diamonds for organized games. We know you support soccer fields for people to play. We know you support splash parks and skate parks for our kids to enjoy.



When form is complete please deliver to City Hall at 500 2 Ave NE, Salmon Arm, BC, V1E 4N2  
Attn: Mayor & Council

## Bark Bark for Dog Parks Community Petition

We, the undersigned, ask Salmon Arm Council to approve funding in the 2024 Budget for a minimum of \$75,000 to be used to construct a fully serviced dog park in the City. We ask Council to allocate a minimum of 3 acres of dedicated dog park space to ensure it is properly sized for all dogs to play and socialize in a healthy environment; fenced, with water (tap or fountain), shade (trees or manmade), for small and large breeds.

We suggest using the vacant lot west of the Recreation Centre.  
(It is vacant, lots of parking nearby, centrally located, close to amenities, already a community hub)

In addition, we ask for an additional funding commitment of \$50,000 per year dedicated to constructing and improving dog parks in our community (for at least 4 more years).

**We are dog owners, dog lovers. We know socialization is good for the dogs, and us.  
We know dedicated and unique dog parks will promote tourism and support the economy.  
We know our dogs need the space to run and play, and so do we.**

NAME	ADDRESS	EMAIL/PHONE	SIGN HERE
Debbie Jellicoe	2680 1st Ave NE	6047933843	
Kerri Ellison	2592 Highlands Dr. <sup>2nd Bay.</sup>	250-961-9353	
Christine Jackson	4921 94th NE	7809135860	
William P. Gray	2090-27th NE	250-565-5962	
Brian Green	1231-10th St SW	778-489-5421	
Sue Hunt	1630-13 Ave SFS.A.	250-804-6441	
JAN KEHL	311 27th NE	250 804 6977	
Dawn Rivara	Salmon Arm	dawnmarie@live.ca	
Janet Pattinson	Sorrento	stouse5@icloud.com	
Margaret Hardy	4653-14th NE	MAXMOMETELEUSA	
Anne Holman	41900 10 Ave SE SA	anneholmes74@gmail.com	
Kathryn Van der Grinte	2141 9 St SE	2505773190	
Shirley McNamee	19th 1920 St NE	250-713-5019	

We know you support ball diamonds for organized games. We know you support soccer fields for people to play. We know you support splash parks and skate parks for our kids to enjoy.

**We know you will show the same support for dog park facilities for us and our pets.**



## Bark Bark for Dog Parks Community Petition

NAME	ADDRESS	EMAIL/PHONE	SIGN HERE
Cori Holden	2077 Kelsey Rd	778 930 2674	Cori Holden
Sabell Dieckhoff	4009 Schommerille Histed Rd	252 814 7820	Sabell
Lindsay Wong	2190 6th Ave NE SA	250.306.6772	Lindsay
Erin Harbach	3143 White Lake Rd	250 832-5008	Erin Harbach
M. Scott	636 Hinson Pl Chase	250 679-7620	M. Scott
Steph Smardzich-Dale	3680 Badyln Road	250-517-8201	Steph
Vule Foster	1399 Vella Rd	252 236-526-5565	Vule Foster
Andrew Oliver	540 3rd St SW	250-318-0502	Andrew Oliver
Don FAULKNER	1511 NORTHERN AVE ENDERBY	250-517-8904	Don Faulkner
Rylie Hamre	#27,900 10th Ave SE Salmon Arm	(804) 621-2714	Rylie Hamre
Eva Pfeiffer	55 - Antoine Rd	647-889-6043	Eva Pfeiffer
Norbert Pfeiffer	55 - Antoine Rd	514-722-7021	Norbert Pfeiffer
Jacqui Nelson		604 967 2251	Jacqui Nelson
BRIAN SYME	16-171 17th SE	250-832-5458	Brian Syme
Evan Moxike	121 11 St SE	250 253 2594	Evan Moxike
Grace Clark	121 11st SE	403-999-0695	Grace Clark
Lorraine Belec	84 Krick Rd	250-832-1104	Lorraine Belec
Rich Belec	" " "	" "	Rich Belec
Joel Rooker	Box 10048 Salmon	250-444-9779	Joel Rooker
SANDY Little	1930 27th Ave NE	250-803-1740	Sandy Little







**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): C Day

Mailing Address: [REDACTED]

City: salmon arm

Postal Code:

Primary Contact & Title:

Email: [REDACTED]

Phone:

**B. ORGANIZATION INFORMATION**  
(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

Yes

No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

Yes

No - If No, please explain:

[REDACTED]

3. Describe the goal(s) or purpose(s) of the organization:

[REDACTED]

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

No  Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

No  Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

No  Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ **15000**

As the City obviously is supportive of our dog community, as evidenced by the specific City Pet Friendly website drawing attention to pet friendly accomodation, patios, stores etc.  
(<https://travelsalmonarm.ca/pet-friendly/>)

For 2025 we request a budget for a planning document for dog parks in the city including identifying land acquisition, park sizes, park design features, etc, and construction scheduling and budget. A similar document to the active transportation plan, and other planning documents to assist with growth.

As reference please see the City of Surrey Dog Off-leash Strategy as a model to follow for a strong Master Plan, including all the benefits of dog parks.  
<https://engage.surrey.ca/dog-off-leash-strategy>

In addition, a request for staff to send out a community survey to seek input from residents and businesses on their support for dog parks, including their views on the socialization at parks, exercise for dogs and people, financial impacts for bushiness (hotels, pet services, pet supplies), etc.

We are confident that if given the opportunity for specific feedback, our community will provide ample support for more dog parks in the community from a personal perspective, as well as from a financial perspective.

Please see the attached draft business letter as reference.

10. Is your request operational or capital in nature?

Operational (i.e. covers day-to-day activities required to deliver services)

Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

No  Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature:  \_\_\_\_\_

Date: **Oct 9/24** \_\_\_\_\_

Printed Name: **c day** \_\_\_\_\_

Position (if applicable): \_\_\_\_\_

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



Business Name:

Business Address:

Date:

**Re: Support for Community Petition - Bark Bark for Dog Parks**

As a business we support pet ownership, and via this letter, show our support for the community initiative to include funding for more dog parks in the 2025 City Budget process.

We have completed this form letter/questionnaire and we understand it will be provided to City Council (on our behalf)(directly from us) as part of the ongoing Community Petition for more dog parks in our community.

**Check All That Apply**

- Dog parks provide a space for exercise, promote a healthy lifestyle, encourage socialization, provide fun access to the outdoors.....including for their owners!
- Accommodating and embracing dog ownership is shifting to become a key tourism concept/driver, and Cities with dog parks, supportive business, pet friendly hotels, etc will stand out from others who do not provide these amenities.
- We understand a percentage of our aging population are small dog owners, and are hesitant in large/mixed dog park spaces, so we support the importance of dog parks that provide a safe location for their activity and social needs, close to where they live.
- We have staff/owners that are pet owners.
- The City is falling behind other communities in providing dedicated dog park spaces.
- Our business welcomes dogs and their owners into our buildings, may provide treats, and appreciates the value of opening our doors and being supportive of this demographic.
- Dog parks should be as common in Salmon Arm as ball diamonds, soccer fields, and playgrounds. Our dogs should have as much open off-leash space to play as we do.
- We believe the City's commitment to the branding campaign 'Small City - Big Ideas' supports embracing becoming a leader in per capita dog park space, as an economic driver. (Kamloops committed to the Tourism Capital of Canada)
- As a business, we do, and will continue to support members of our community who put forth the effort to gather community support for MORE DOG PARKS in Salmon Arm.

---

Name of Person Authorized to Sign on Behalf of Business

Signature

*If your business is completing this letter on your own, or intend to draft a letter of your own in support, please use the following to contact/convey your communication to City Council*

Email: [cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca)

Mail: Box 40, Salmon Arm, BC V1E 4N2

Deliver: 500 – 2 Avenue NE, Salmon Arm (8:30am - 4:00pm, M - F)



**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): **Ravonne Foulger and Daryl Archuk**

Mailing Address: **1181 16th St NE**

City: **Salmon Arm**

Postal Code: **V1E 2V2**

Primary Contact & Title: **Ravonne Foulger**

Email: **ravonnefoulger@gmail.com**

Phone: **250-803-8155**

**B. ORGANIZATION INFORMATION**

(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

- Yes  
 No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes  
 No - If No, please explain:

We don't have an official organization...just a neighbourhood group interested in making our neighbourhood better.

3. Describe the goal(s) or purpose(s) of the organization:

- To beautify the corner of 11th Ave NE and 16th St. NE
- To replace the invasive weeds that currently occupy this corner with a perennial pollinator friendly garden that is drought tolerant.
- To create a parklet that includes a park bench for pedestrians walking uptown to have a rest and enjoy a beautiful view
- To provide habitat protection for small birds

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

No

Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

No

Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

No

Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

Value (if known): \$ 2500.00  
\$2,500.00

9. Describe your budget request:

We are requesting:  
1. permission to develop a parklet on this piece of city owned property;  
2. city equipment and labour to dig up and remove the invasive weeds that currently occupy this space and prepare the ground for planting;  
3. a cement pad and bench to be installed (as per city guidelines) near the hydro box and next to the newly installed multi-use pathway. This would allow pedestrians walking uptown a place to stop and rest while enjoying a beautiful lake view;  
4. topsoil and large decorative rocks;  
5. possibly some spruce saplings to replace the trees that were cut down when the neighbouring lot was subdivided and new houses were built.

As for the flowers, we have many avid gardeners in our neighbourhood and will encourage our neighbours to donate plants, resulting in our neighbours to take pride and ownership of our parklet.

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)  
 Capital (i.e. long-term investments in infrastructure and facilities)

11. Have you submitted this request before?

- No  
 Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature:

Date: 06-Oct-2024

Printed Name: Ravonne Foulger

Position (if applicable):

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

1140-16<sup>th</sup> St NE  
Salmon Arm BC  
V1E 2V1

Sept 12, 2024

Attn: Salmon Arm City Council

This is a letter asking Salmon Arm Council for consideration to build a parklet on the corner of 16<sup>th</sup> Street NE and 11 Ave NE with some continuing up to the Fire Hydrant to the NE of that location.

We, (the residents of 16 St NE and 18 St NE), are aware of the ongoing construction of the multi-purpose walkway that is currently being undertaken and are asking for consideration to install a small pollinator-friendly parklet that could be built with contributions from the neighbourhood. We are interested in including pollinator friendly, drought tolerant perennial flowers, possibly a couple of small evergreens like Spruce, and decorative rocks. We have also considered possibly including a bench to be located between the Hydro vault and the Fire Hydrant.

The vacant lot that is on that corner of 11<sup>th</sup> Ave, has become filled with Tansy Weed and White Clover, along with other invasive weeds. To remove these invasive weeds and create a green space with a bench and a small lake view (from above the Hydro vault) would be a win for not only the people of the neighbourhood, but also for the many students and pedestrians walking up the hill to have a spot to sit down and rest for a moment. Furthermore, removing the invasive weeds and replacing them with pollinator friendly, drought tolerant flowers and small trees would improve not only the beauty of our neighbourhood but also beautify a busy corridor of our city.

We are hoping that with the ongoing construction maybe some prep work could be done to start the project (removing the weeds), with further work to take place in the springtime. Should this parklet be approved, we will look at obtaining some small grants to fund the purchase of the necessary soil and the bench. We

will ask our many wonderful neighbours to contribute perennial plants and to assist with labour.

Thank you for your consideration in this matter,

Daryl Arychuk

Ravonne Foulger

**PUBLIC BUDGET REQUEST FORM**

[Unless requested, the information on this document will be included on a public agenda]

**A. CONTACT INFORMATION**

Name (or Organization): **Salmon Arm Mens Shed**

Mailing Address: **109–326 Mara Lake Ln.**

City: **Sicamous**

Postal Code: **V0E 2V1**

Primary Contact & Title: **Secretary**

Email: **salmonarmshed@gmail.com**

Phone: **(778) 679-2225**

**B. ORGANIZATION INFORMATION**

*(If you are not an organization making a request, proceed to section "C")*

1. Is the organization a charitable or non-profit organization?

- Yes  
 No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes  
 No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

Men's Shed is an international organization dedicated to providing men with a sense of purpose, community, and belonging. Our Salmon Arm chapter focuses on supporting primarily older and retired men through meaningful activities, fostering mental wellness, and building connections. Our mission is: 'Men coming together for mental wellness, shared activities, cooperation, and community improvement.' We create opportunities for members to engage in projects that benefit themselves, their neighbors, and the broader community, emphasizing camaraderie, mutual support, and local development. Through these efforts, we aim to reduce social isolation, promote lifelong learning, and encourage active involvement in community life.

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.

- No  
 Yes - If Yes, please identify the agreement(s):

--

5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- No  
 Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?

- No  
 Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT
Age Canada Foundation. Mens Shed start up grant.	\$1000

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION
None at this time		

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).



8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.

Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request:

Value (if known): \$ \_\_\_\_\_

We are not seeking direct budgetary support but are instead inquiring about the availability of building space in Salmon Arm, specifically the old City Hall, which appears to be unused. A core objective of a Men's Shed is to secure a 'shed'—a space where members can come together for activities, community projects, and social interaction. Currently, we meet once a week for social gatherings at Wings Restaurant. During our time in this area, we have noticed that the old City Hall building remains locked and appears unused, with visible signs of disuse such as ivy overgrowing the entrances.

We have reached out to the Shuswap Senior Society, whose signs are still on the building, but have found that their contact information is no longer active, with disconnected phone lines and emails that bounce back. Online research suggests that the building has not been actively used since 2019. A contact at Salmon Arm suggested that this grant process could be a way to explore the possibility of using this space.

While we are open to other locations, we believe the old City Hall building is particularly well-suited for our needs due to its downtown location and proximity to the Innovation Centre and Makerspace. We see potential in transforming this historic building into a vibrant community hub where we could refurbish donated tools and either sell or lend them out, a 'tool library', providing benefits to both our members and the wider community. We are also prepared and qualified to engage in fundraising efforts and make necessary improvements to the building to support its use for our purposes.

10. Is your request operational or capital in nature?

- Operational (i.e. covers day-to-day activities required to deliver services)
- Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?

- No
- Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: 

Date: October 9, 2024

Printed Name: Richard Anderson

Position (if applicable): Secretary

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection and use of personal information, please contact the Director of Corporate Services (250-803-4000).

**REQUEST FOR DECISION**

To: Development & Planning Services Committee

Title: Development Permit Application No. 455

Legal: Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527  
Civic: 231 - 7 Street SE  
Owner: 438198BC Ltd.  
Agent: J. Purewal

Date: October 7, 2024

---

**Executive Summary/Purpose:**

The proposal is for the construction of a 4-storey apartment building with 19 units including the requested variances to increase the height of the principal building from 15 m (49.2 ft) to 16 m (52.5 ft) and to increase the height of the retaining wall from 2 m (6.5 ft) to 4 m (13.1 ft).

**Motion for Consideration:**

THAT: Development Permit No. 455 be authorized for issuance for Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527 (231 7 Street SE) in accordance with the site plan and elevation drawings attached as Appendix 6, 7 & 8 in the staff report dated October 7, 2024.

AND THAT: The following variances to provisions of Zoning Bylaw No. 2303 be approved as follows:

Section 10.4 – Maximum Height of the Principal Building – increase the height of the principal building from 15 m (49.2 ft) to 16 m (52.5 ft).

Section 4.12.1 (a) – Fences and Retaining Walls – increase the height of the retaining wall from 2 m (6.5 ft) to 4 m (13.1 ft).

AND THAT: A bylaw be prepared for Council’s consideration, adoption of which would authorize the City to enter into a housing agreement for market rental housing for Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527.

AND THAT: Issuance of Development Permit No. 455 be withheld subject to:  
i) the Registration of a Land Title Act Section 219 Covenant; and  
ii) the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscape estimate.

**Staff Recommendation:**

THAT: The Motion for Consideration be adopted.

**Proposal:**

The proposal is for the construction of a 4-storey apartment building with 19 units and includes variance requests to increase the height of the principal building from 15 m (49.2 ft) to 16 m (52.5 ft) and to increase the height of the retaining wall from 2 m (6.5 ft) to 4 m (13.1 ft).

**Background:**

The subject parcel is located at 231 7 Street SE (Appendices 1, 2, & 3). The subject parcel is approximately 0.1499 ha (0.3704 ac). The parcel is designated High Density Residential (HR) in the Official Community Plan (OCP) and zoned R-5 (High Density Residential) in the Zoning Bylaw (Appendices 4 & 5). The subject parcel is currently vacant and the topography slopes downward from the southeast corner toward the northwest corner. The proposed development is close to Downtown, parks, and transit.

A site plan is attached as Appendix 6, building elevations are attached as Appendix 7, and retaining wall elevations are attached as Appendix 8. A landscape plan is attached as Appendix 9 and site photos are attached as Appendix 10.

With the exception of the variance request for the building height and retaining wall height, the proposal meets the requirements of the R-5 Zone (Appendix 11).

Adjacent land uses include the following:

North:	Single-family dwellings	Zoned R-10
South:	Single-family dwelling	Zoned R-10
East:	Four-plexes	Zoned R-14
West:	Vacant parcel / Single-family dwelling	Zoned R-5 / R-10

**Relevant Policies:**

The proposed development is subject to the guidelines of the Residential Development Permit Area as described in the OCP, suggesting characteristics under the topics of siting and building, landscaping and screening, as well as access, circulation and parking area guidelines.

Siting and Building

The main pedestrian entrance to the building is oriented towards the street frontage of 7 Street SE, with a well defined entry and walkways to and from the street (OCP Policy 8.4.11). There is limited surface parking along the 7 Street SE frontage and includes visitor and accessible parking stalls. The parking garage faces and is accessed by the lane along the rear parcel line (OCP Policy 8.4.12). The design of the building takes advantage of the site topography and limits the amount of site grading by situating the parking garage access from the lane.

The façade is well designed with articulated roof lines and visual interest (OCP Policy 8.4.14). The entry points and balconies have roofs overhead for weather protection (OCP Policy 8.4.16).

Landscaping and Screening

Many landscaped areas have been identified in the landscape plan, allowing for natural infiltration of rain water (OCP Policy 8.4.20). Sod has been limited to highly visible areas along 7 Street SE with other vegetation and granular mulch identified for the rest of the landscaped areas (OCP

Policy 8.4.21). Trees are to be planted along 7 Street SE and along the northeast corner along the lane, as per the landscape plan (OCP Policy 8.4.28).

The refuse and recycling container area is accessible to residents and to container pick-up trucks. The refuse and recycling area is at the rear of the building along the lane and is not visible from public streets (OCP Policy 8.4.34).

#### Access, Circulation, and Parking Area

Parking areas will be hard surfaced (OCP Policy 8.4.37). The applicant has ensured that curb let-downs will be provided to accommodate universal accessibility from disabled parking spaces to the building (OCP Policy 8.4.40) and 19 secure parking spaces have been provided underground (OCP Policy 8.4.43).

#### **Referral Comments:**

##### Fire Department

The Fire Department has no concerns with the increase in building height and will address fire fighting capabilities to serve the development.

##### Building Department

No concerns.

##### Engineering Department

Engineering Department comments are attached as Appendix 12.

##### Design Review Panel

The Design Review Panel supports the application as presented. The minutes from the Design Review Panel meeting are attached as Appendix 13.

##### Planning Department

Variations are considered on a site by site basis and when evaluating variance requests the following factors are considered: the size of the variance requested, the form and character of the neighbourhood, and the characteristics of the site.

##### Building Height

The proposed building height exceeds the bonus height of 15 m permitted in the R-5 Zone. Building heights on adjacent properties are significantly shorter as they are single-family dwellings and four-plexes. The topography of the subject parcel slopes downward from the southeast corner toward lower ground in the northwest corner creating a greater height particularly from the north and west parcel lines. The applicant has worked with the existing topography of the site and provided parking underground rather than surface parking. Although the size of the variance requested is significant in relation to surrounding building heights, the north and west elevations are along lanes and therefore will have minimal impact on adjacent properties and on the streetscape.

##### Retaining Wall Height

The proposed retaining wall is located along the north and west parcel lines in the corner of the parcel where the topography slopes downward. The retaining wall is required to minimize site grading. Because of its location along the lanes, the retaining wall will have minimal visual impact on adjacent properties. The retaining wall only covers half of the north and west frontages and is

setback from neighbouring properties and 7 Street SE. Parts of the retaining wall are stepped back and landscaping surrounds the wall to minimize the visual impact.

#### Housing Agreement

The proposed purpose built rentals in a multi-family housing format is supported in the Housing Strategy. The Housing Agreement ensures that should Council support the issuance of the Development Permit the units constructed may not be stratified or become market units. As proposed, the time frame is in perpetuity. Purpose built rentals are supported in the OCP and Housing Strategy, the Housing Agreement is the tool used to enforce that the units remain in the rental pool. Details of the Housing Agreement would be considered by Council as the Housing Agreement advances through the bylaw process.

The proposal aligns with the Residential Development Permit Area guidelines as described in the OCP. The form and character proposed is consistent with these guidelines. Overall, staff are satisfied with the design and support the Development Permit as proposed.

#### **Financial Considerations:**

At the time of Building Permit Development Cost Charges would be charged at the High Density Residential rate (\$6,064.31 per dwelling unit).

#### **Committee Recommendations:**

N/A

#### **Public Consultation:**

Pursuant to the Local Government Act and Development Permit Procedures Bylaw, notices are mailed to land owners within a 30 m radius of the application. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on October 15, 2024.

#### **Alternatives & Implications:**

N/A

Prepared by: Planner II

Reviewed by: Manager of Planning & Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

#### Attachments:

- Appendix 1 – Location Map
- Appendix 2 – Ortho Map
- Appendix 3 – Subject Property
- Appendix 4 – OCP Map
- Appendix 5 – Zoning Map
- Appendix 6 – Site Plan
- Appendix 7 – Building Elevations
- Appendix 8 – Retaining Wall Elevations
- Appendix 9 – Landscape Plan
- Appendix 10 – Site Photos



- Appendix 11 – R-5 Zone
- Appendix 12 – Engineering Department Comments
- Appendix 13 – Design Review Panel Minutes

570 590

610 630 660 670 690

571 591

80 631 641 671 691

570 590

120 650 670 151  
150

201

190 230 260 290 310 330 350 370

231

251

261 291 321 341 361 391

7 ST. S.E.

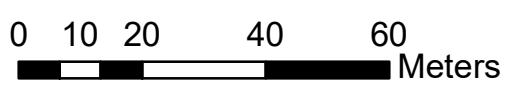
800 791 841 771 751 731 780 840 711 750 710 781 241 281 270 751



3 AVE. S.E.

330 350 370 331 351 371 360

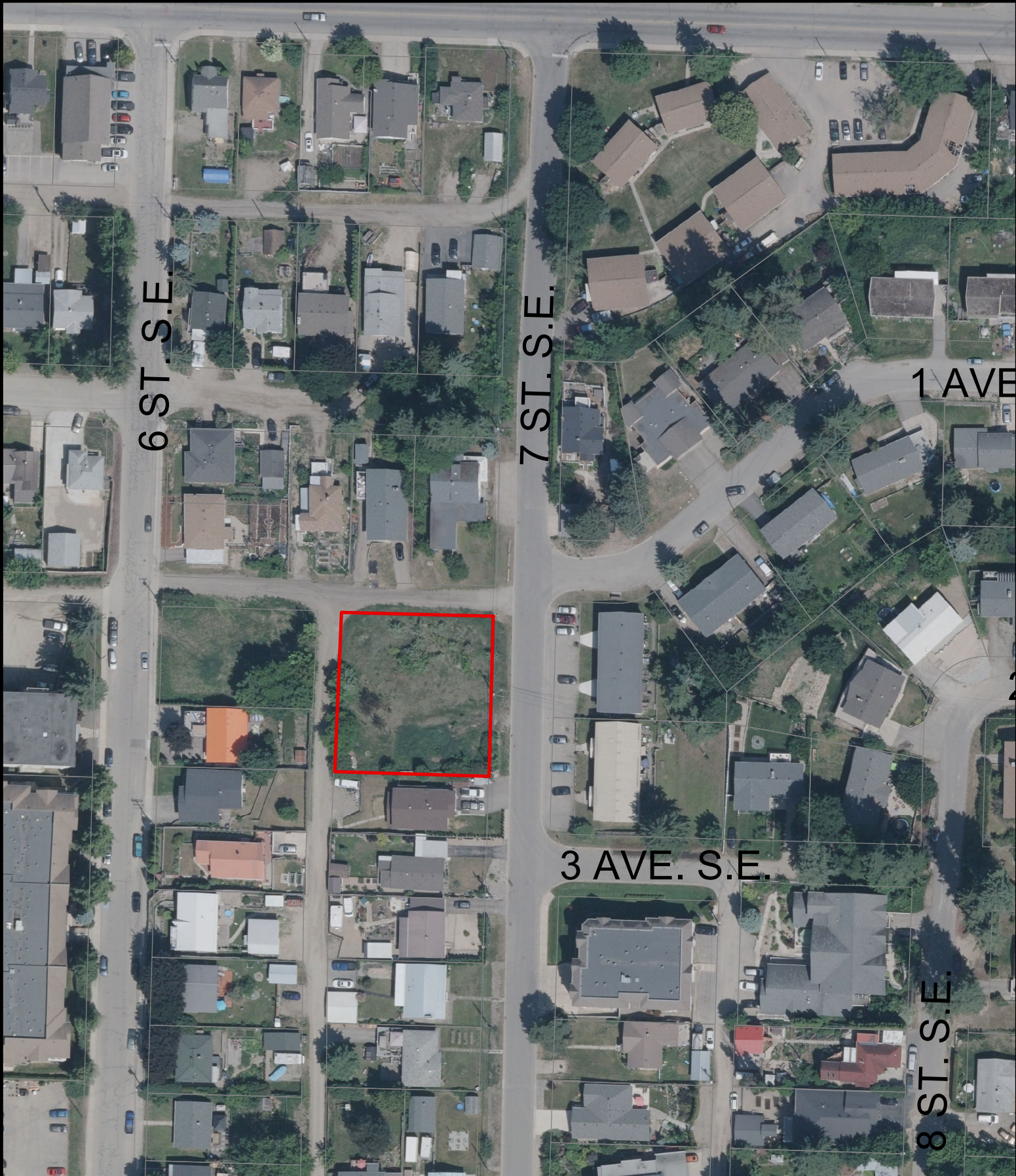
8 ST. S.E.

6 ST. S.E.



-  Parcels
-  Subject Parcel





N



0 10 20 40 60 Meters



Parcels



Subject Parcel

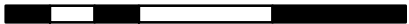




N



0 4.5 9 18 27 Meters



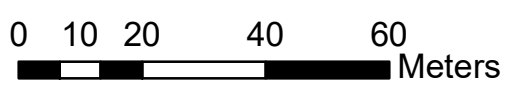
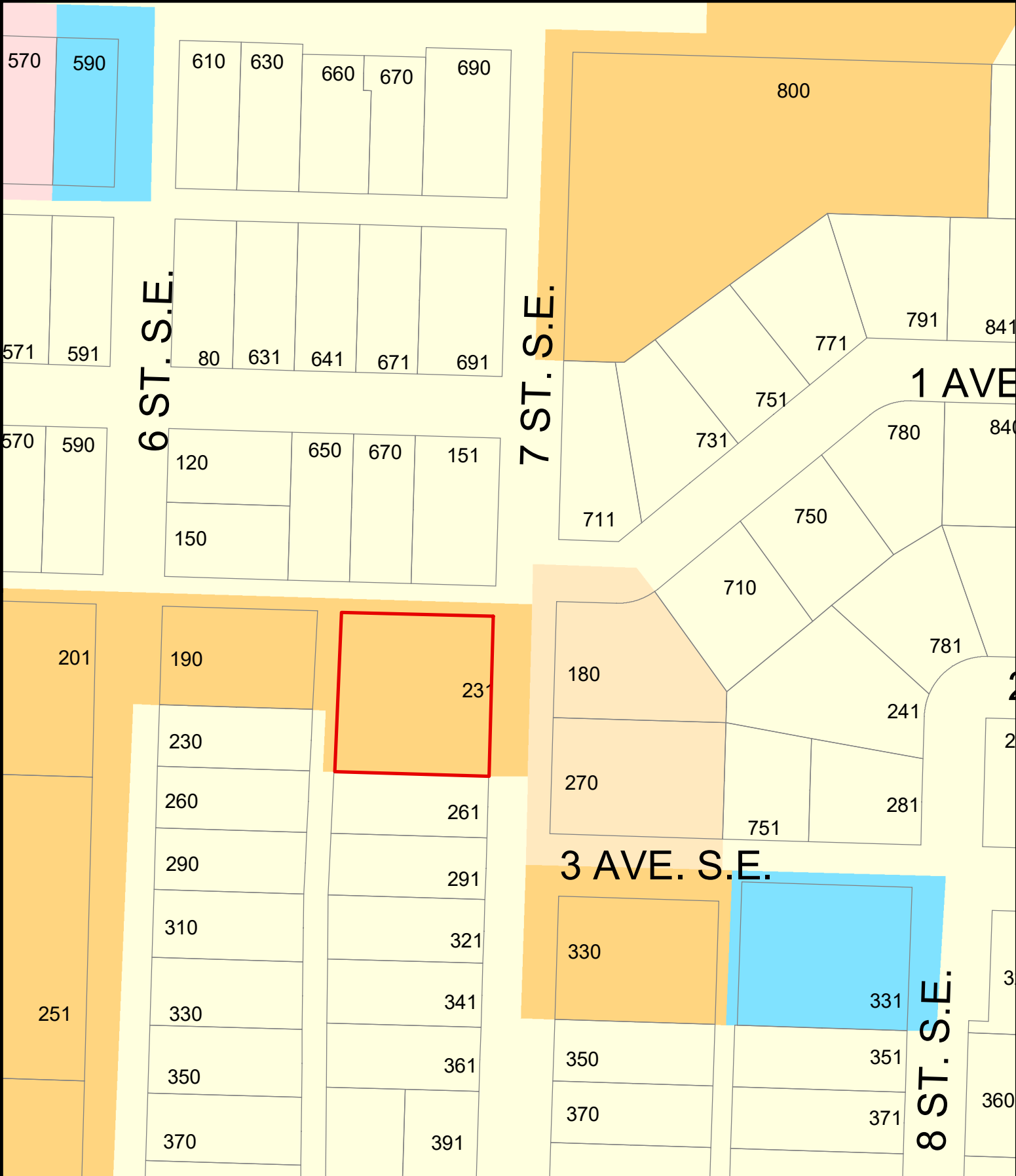
Parcels



Subject Parcel







- C-2
- R-10
- R-5
- P-3
- R-14
- Parcels
- Subject Parcel



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.  
DO NOT SCALE THIS DRAWING.  
REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR APPROVED IN WRITING BY THE CONSULTANT.  
THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

PROPOSED APARTMENTS  
J-P ESTATE

Project Address:  
231 7th STREET SE  
SALMON ARM, B.C.

Issued:  
01 - 04/22/2024 - ISSUED FOR GP  
02 - 08/27/2024 - REISSUED FOR GP

Project No. Version:  
EG1784 V2

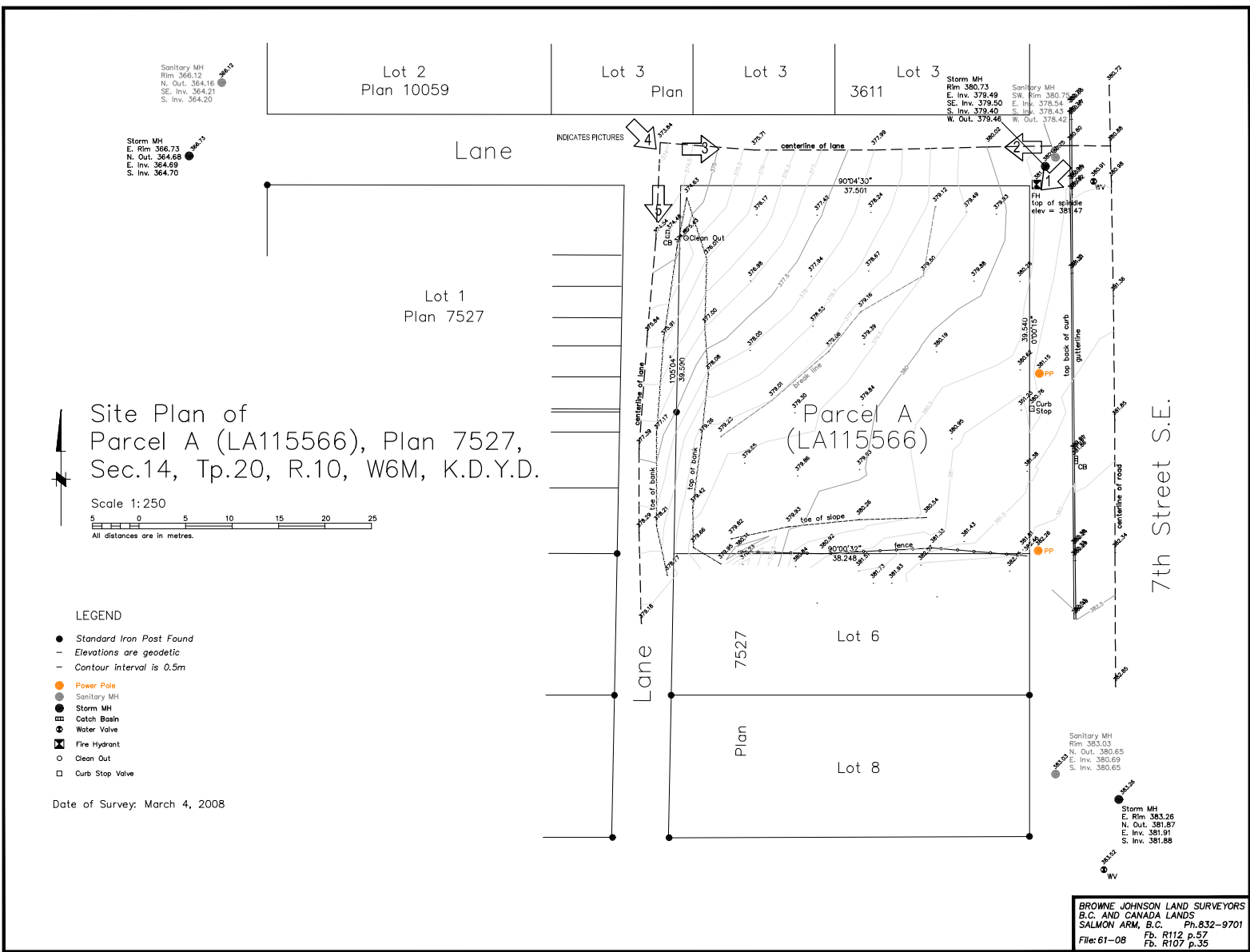
Date:  
08/27/2024

Drawing Title

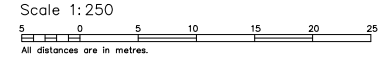
SURVEY PLAN

Drawing No.

DP1.1



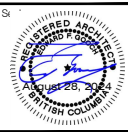
Site Plan of  
Parcel A (LA115566), Plan 7527,  
Sec.14, Tp.20, R.10, W6M, K.D.Y.D.



- LEGEND
- Standard Iron Post Found
  - Elevations are geodetic
  - Contour Interval is 0.5m
  - Power Pole
  - Sanitary MH
  - Storm MH
  - ▣ Catch Basin
  - ⊕ Water Valve
  - ⊕ Fire Hydrant
  - Clean Out
  - Curb Stop Valve

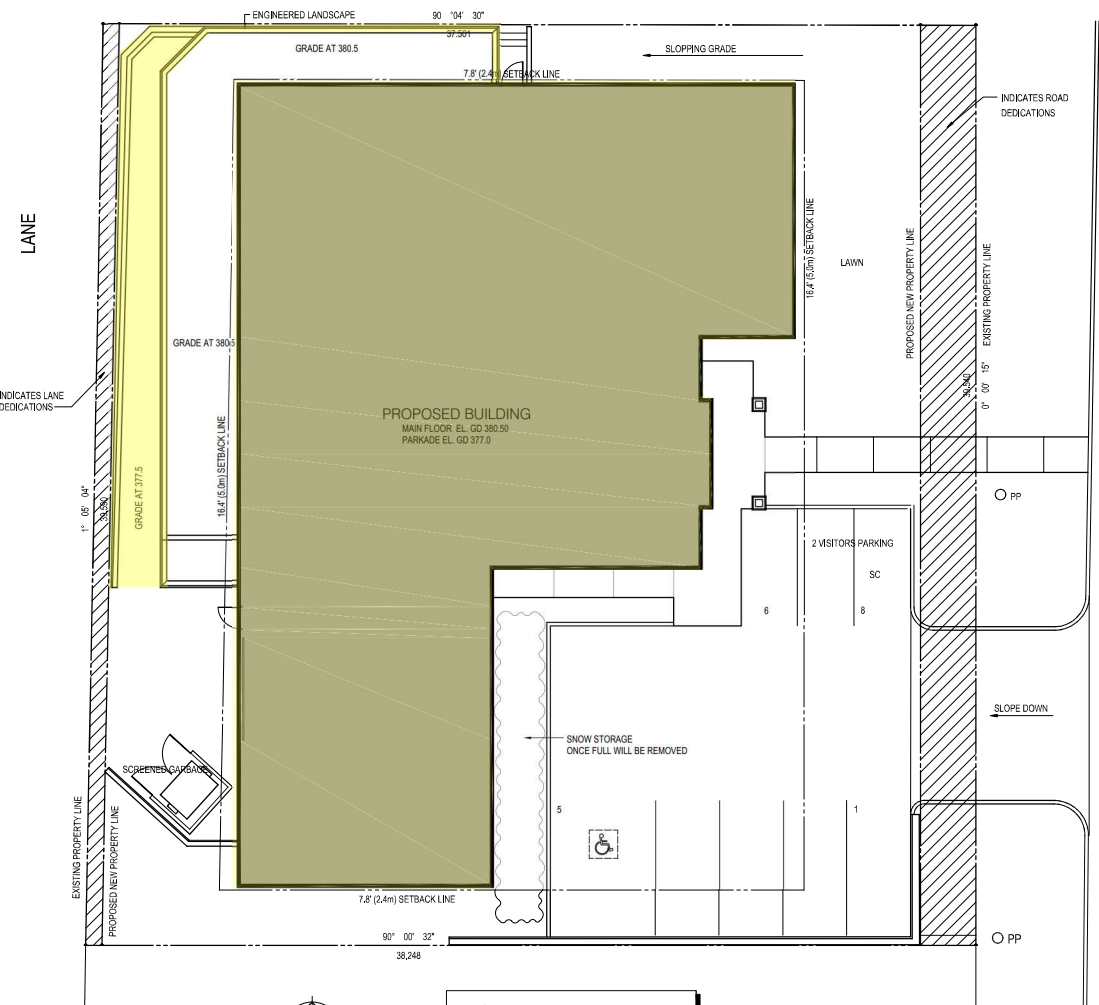
Date of Survey: March 4, 2008

**BROWNE JOHNSON LAND SURVEYORS**  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. Ph. 832-9701  
File: 61-08 Fb. R112 p.57  
Fb. R107 p.35



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, REPRODUCED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION. DO NOT SCALE THIS DRAWING. REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK. THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR APPROVED IN WRITING BY THE CONSULTANT. THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

LANE



PROJECT INFO:		BUILDING FOOT PRINT AREA (SF/SM)	
CIVIC ADDRESS:	231 - 7th STREET S.E.	MAIN FLOOR FOOTPRINT	6,563.5sf (606.8sm)
LEGAL DESCRIPTION:	PARCEL A (LA115566), PLAN 7527 SEC. 14, TP 20, R 10, W6W, K.D.Y.D.	BUILDING GFA (SF/SM):	
ZONING:	R5 - HIGH DENSITY RESIDENTIAL ZONE	PARKADE LEVEL	7,882.6sf (732.3sm)
SITE AREA:	16,138.0SF (1,499.2SM)	FIRST FLOOR	6,363.3sf (591.2sm)
		SECOND FLOOR	6,363.3sf (591.2sm)
		THIRD FLOOR	6,363.3sf (591.2sm)
		FOURTH FLOOR	6,363.3sf (591.2sm)
		TOTAL GROSS AREA	33,335.8sf (3,097.1sm)

CITY OF SALMON ARM ZONING BYLAW NO. 2303 (1995)

BYLAW	PROPOSED
R-5 HIGH DENSITY RESIDENTIAL ZONE	R-5 HIGH DENSITY RESIDENTIAL ZONE
10.1 PURPOSE HIGH DENSITY RESIDENTIAL	10.1 PURPOSE HIGH DENSITY RESIDENTIAL
10.2 REGULATIONS R-5 ZONE	10.2 REGULATIONS R-5 ZONE
10.3 PERMITTED USES MULTIPLE FAMILY DWELLINGS	10.3 PERMITTED USES MULTIPLE FAMILY DWELLINGS
10.4 MAX. HEIGHT PRINCIPLE BUILDING 15.0 M (49.2 FT.) VIA CP PROCESS	10.4 HEIGHT PRINCIPLE BUILDING 16.23 M (53.25 FT.) FROM MID GRADE
10.5 MAX. HEIGHT ACCESSORY BUILDING NA	10.5 MAX. HEIGHT ACCESSORY BUILDING NA
10.6 MAX. PARCEL COVERAGE 1, PRINCIPLE BUILDING 45% 2, NA	10.6 PARCEL COVERAGE 1, PRINCIPLE BUILDING 40.7% 2, NA
10.7 MIN. PARCEL AREA 775.0 SM (8,342,3.0 SF)	10.7 PARCEL AREA 1495.2 SM (16138.0 SF)
10.8 MIN. PARCEL WIDTH 39.4 M (129.27 FT.)	10.8 PARCEL WIDTH 39.4 M (129.27 FT.)
10.9 MIN. SETBACKS PRINCIPLE BUILDING FRONT 5.0 M (16.4 FT) REAR 5.0 M (16.4 FT) INTERIOR SIDE 2.4 M (7.8 FT) EXTERIOR SIDE NA	10.9 MIN. SETBACKS PRINCIPLE BUILDING FRONT 5.0 M (16.4 FT) REAR 5.0 M (16.4 FT) INTERIOR SIDE 2.4 M (7.8 FT) EXTERIOR SIDE NA
10.10 MIN. SETBACK ACCESSORY BUILDINGS NA	10.10 MIN. SETBACK ACCESSORY BUILDINGS NA
10.11 MAX. DENSITY 100 UNITS PER HA / 0.1489 HA = 14.89 UNITS 130 UNITS PER HA WITH SPECIAL AMENITIES / 0.148 HA = 19.3 UNITS	10.11 MAX. DENSITY 100 UNITS PER HA / 0.1489 HA = 14.89 UNITS 130 UNITS PER HA WITH SPECIAL AMENITIES / 0.148 HA = 19.3 UNITS
10.12 PARKING REQUIRED 1.25 STALLS PER UNIT 1.25 x 20 = 25 STALLS	10.12 PARKING PROVIDED 19 IN PARKADE 6 OUTSIDE 2 VISITORS 27 TOTAL

7th STREET S.E.

PROPOSED APARTMENTS  
J-P ESTATE

Project Address:  
231 7th STREET S.E.  
SALMON ARM, B.C.

Issued: 01 - 04/20/2024 - ISSUED FOR CP  
02 - 06/08/2024 - SNOW STORAGE ADDED

Project No. EG1784  
Version:  
Date

Drawing Title  
SITE PLAN

Drawing No.  
DP1.3

SITE PLAN  
SCALE: 1/8" = 1'-0"



NOTE  
FOR LANDSCAPING REFER TO L1.1



Edward F. Gooch Architect  
 9834-105 Street  
 Edmonton, AB T5K 1A6  
 Office: (780) 423-3424



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, REPRODUCED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.  
 DO NOT SCALE THIS DRAWING.  
 REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
 THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR REVISED IN WRITING BY THE CONSULTANT.  
 THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

**PROPOSED APARTMENTS  
 J-P ESTATE**

Project Address:  
 231 7th STREET SE  
 SALMON ARMA, B.C.

Issued:  
 01 - 04/25/2024 - ISSUED FOR DP  
 02 - 08/27/2024 - REVISION FOR DP

Project No. Version:  
 EG1784 V2

Date  
 08/27/2024

Drawing Title  
 RENDERING  
 FRONT

Drawing No.  
 DP0.1





Edward F. Gooch Architect  
 9834-105 Street  
 Edmonton, AB T5K 1A6  
 Office: (780) 423-3424



THE DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, REPRODUCED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.  
 DO NOT SCALE THIS DRAWING.  
 REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
 THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR APPROVED IN WRITING BY THE CONSULTANT.  
 THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

PROPOSED APARTMENTS  
 J-P ESTATE

Project Address:  
 231 7th STREET SE  
 SALMON ARMA, B.C.

Issued:  
 01 - 04/23/2024 - ISSUED FOR DP  
 02 - 08/27/2024 - ISSUED FOR DP

Project No. EG1784      Version: V2

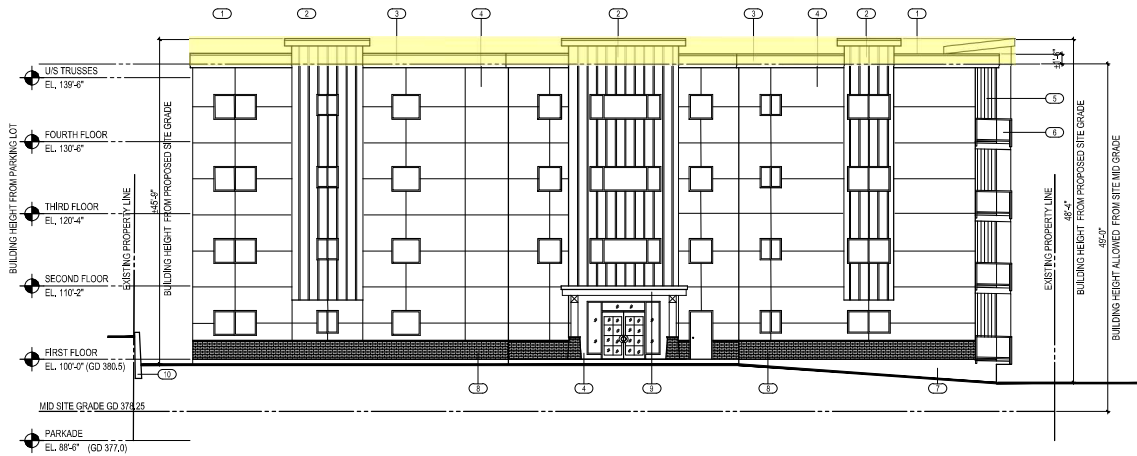
Date  
 08/27/2024

Drawing Title

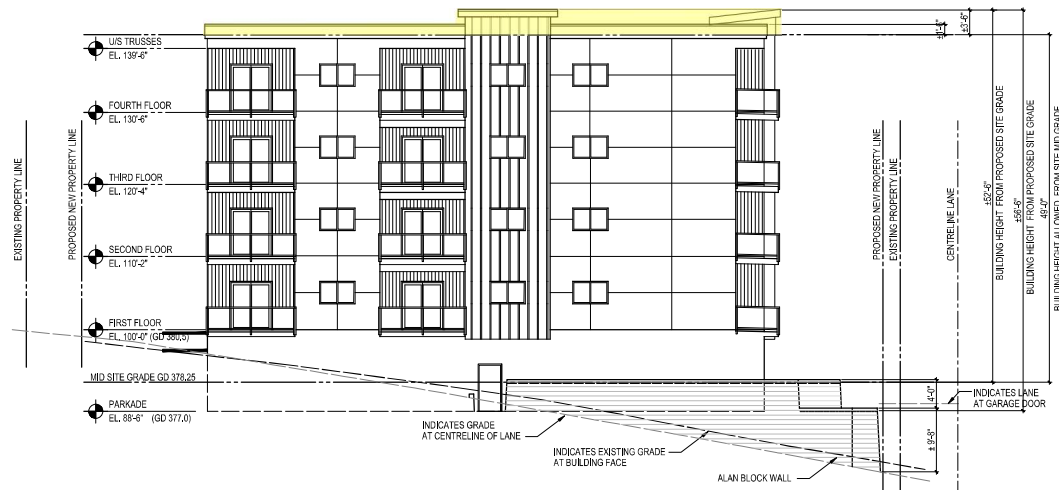
RENDERING  
 REAR

Drawing No.  
 DP0.2





**EAST ELEVATION**  
SCALE: 1/8" = 1'-0"



**NORTH ELEVATION**  
SCALE: 1/8" = 1'-0"

**MATERIAL LEGEND**

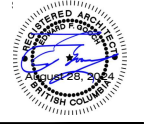
1. FLASHING
2. BOARD AND BATTEN HARDIE BOARD
3. SMART BOARD FASCIA
4. STUCCO BOARD
5. VERTICAL HARDIE BOARD
6. GLASS HANDRAIL
7. PARSED CONCRETE WALL
8. STONE VENEER
9. ENTRY ROOF
10. RETAINING WALL

**NOTE**  
THE SITE SLOPES DOWN 24.6' FROM THE SOUTHEAST CORNER TO THE NORTH WEST CORNER.

**NOTE**  
HIGH POINT GD 782.0  
LOW POINT GD 374.5  
MID POINT GD 378.25



Edward F. Gooch Architect  
9834-105 Street  
Edmonton, AB T5K 1A6  
Office: (780) 423-3424



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, OR OTHERWISE USED WITHOUT WRITTEN PERMISSION.  
DO NOT SCALE THIS DRAWING.  
REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR APPROVED IN WRITING BY THE CONSULTANT.  
THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

ISSUED FOR BUILDING PERMIT REVIEW

PROPOSED APARTMENTS  
J-P ESTATE

Project Address: 231 7th Street SE, SALMON ARM, B.C.

Project No. EG1784  
Version: V3  
Date: 08/27/2024

Drawing Title: ELEVATIONS

Drawing No.: DP3.1



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.  
DO NOT SCALE THIS DRAWING.  
REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR APPROVED IN WRITING BY THE CONSULTANT.  
THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

PROPOSED APARTMENTS  
J-P ESTATE

Project Address:  
231 7th Street SE  
SALMON ARM, BC

Issued:  
01 - 04/20/2024 - ISSUED FOR DP  
02 - 08/08/2024 - RETAINING WALL  
NOTES ADDED  
02 - 08/27/2024 - RESUBMITTED FOR DP

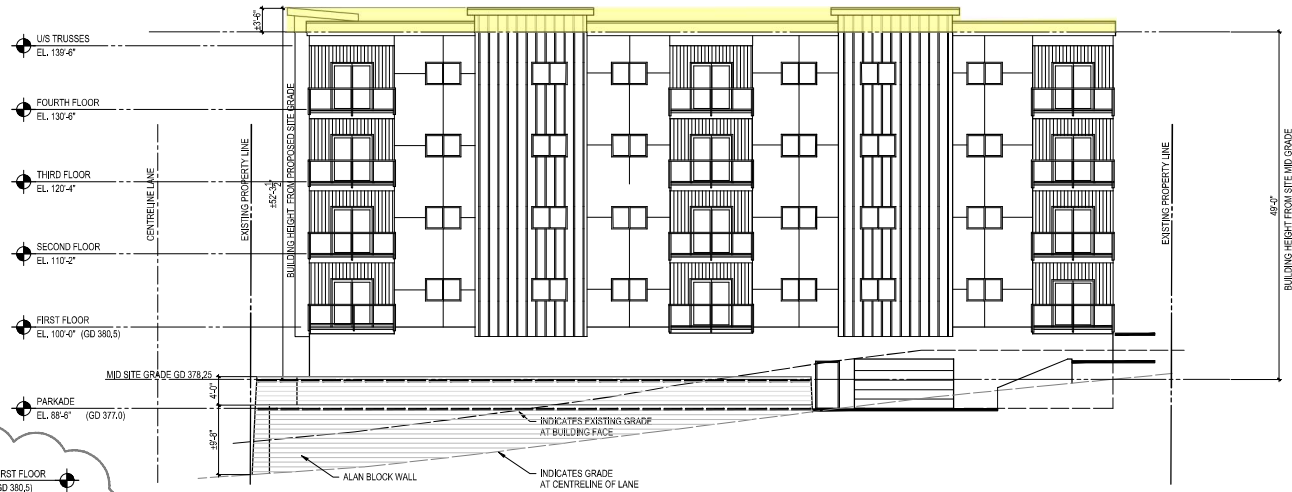
Project No. Version:  
EG1784 V3  
Date:  
08/27/2024

Drawing Title

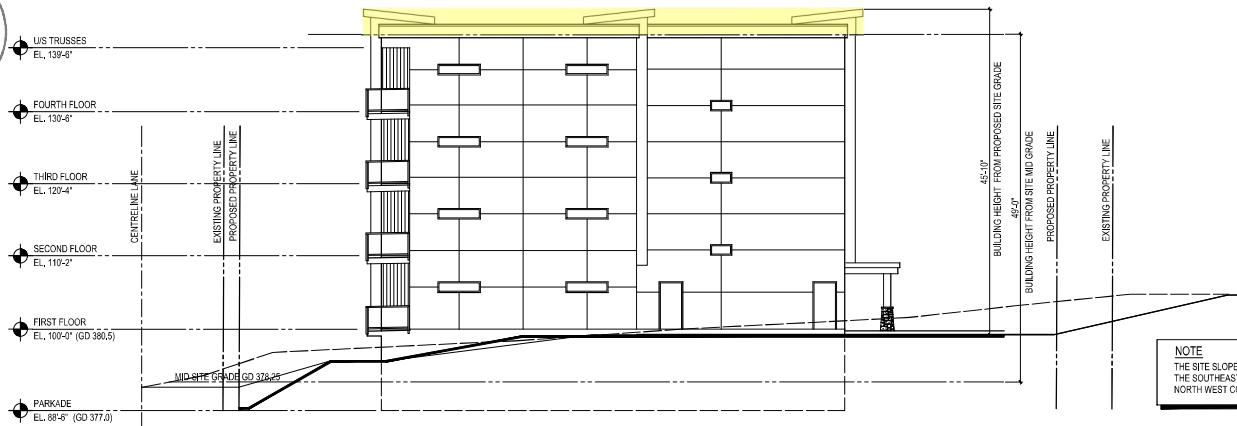
ELEVATIONS

Drawing No.

DP3.2



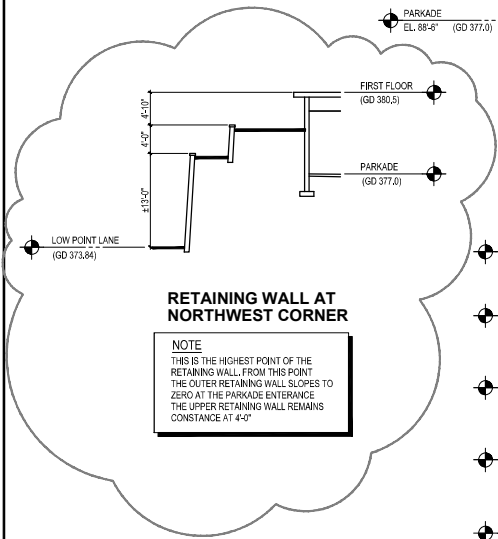
**WEST ELEVATION**  
SCALE: 1/8" = 1'-0"



**SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0"

NOTE  
THE SITE SLOPES DOWN 24.6' FROM THE SOUTHEAST CORNER TO THE NORTH WEST CORNER.

NOTE  
HIGH POINT GD 782.0  
LOW POINT GD 374.5  
MID POINT GD 378.25



**RETAINING WALL AT NORTHWEST CORNER**

NOTE  
THIS IS THE HIGHEST POINT OF THE RETAINING WALL. FROM THIS POINT THE OUTER RETAINING WALL SLOPES TO ZERO AT THE PARKADE ENTRANCE. THE UPPER RETAINING WALL REMAINS CONSTANT AT 4'-0"



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.  
 DO NOT SCALE THIS DRAWING.  
 REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
 THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS ISSUED OR REVISED IN WRITING BY THE CONSULTANT.  
 THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

PROPOSED APARTMENTS  
 J-P ESTATE

Project Address:  
 231 7th STREET SE  
 SALMON ARRA, EC

Issued:  
 01 - 04/22/2024 - ISSUED FOR GP  
 02 - 08/27/2024 - REVISED FOR DP

Project No. EG1784 Version: V2

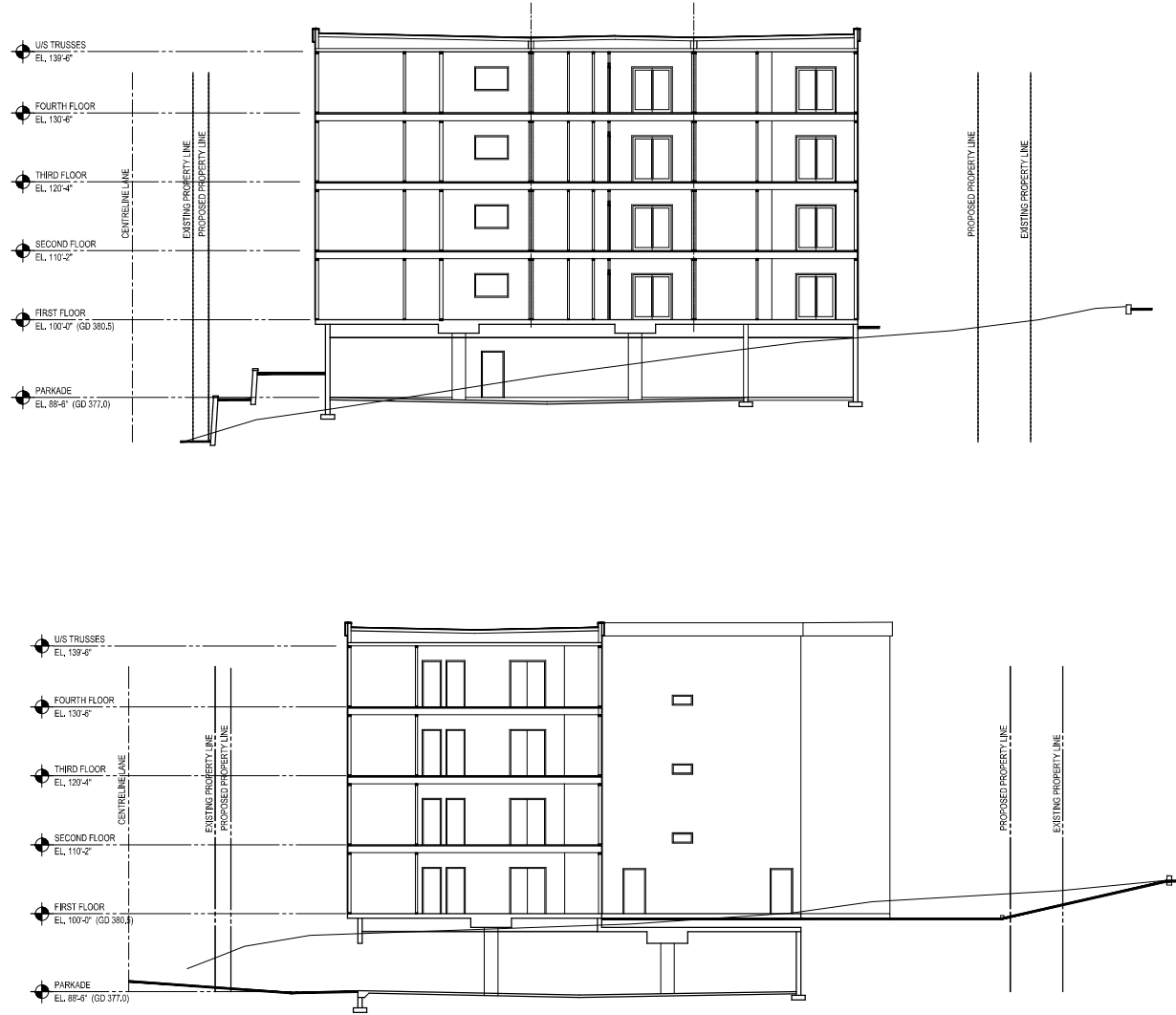
Date 08/27/2024

Drawing Title

BUILDING SECTIONS

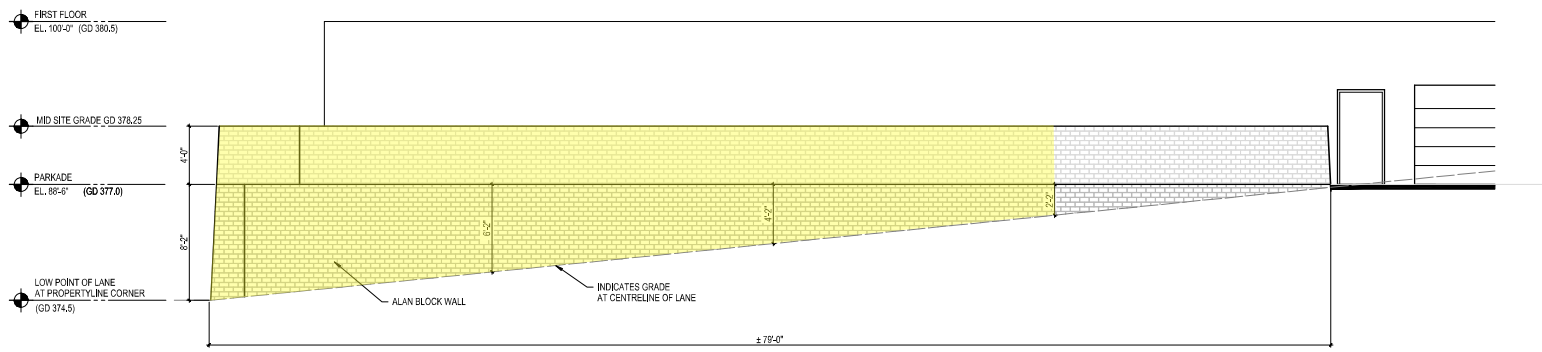
Drawing No.

DP4.1

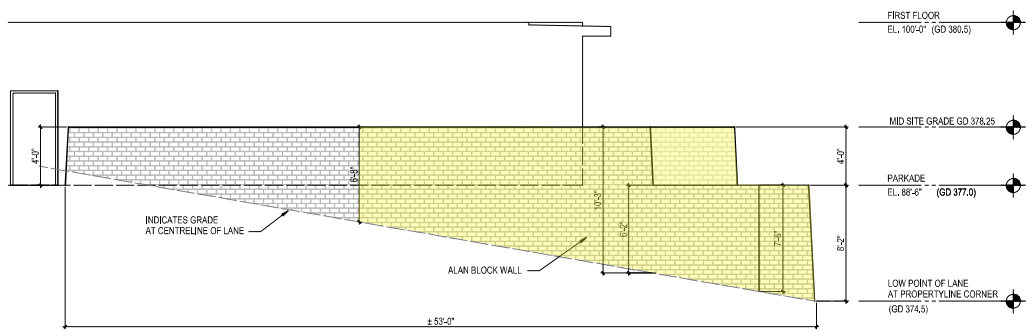


Seal

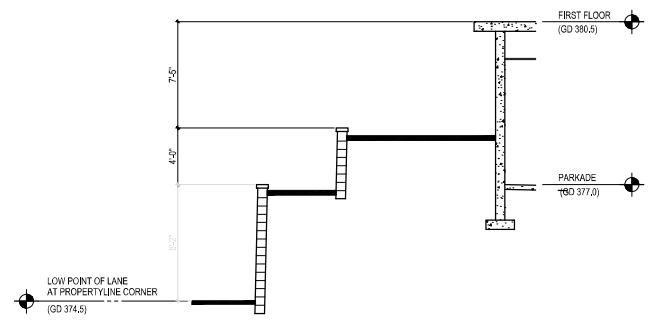
THIS DRAWING IS COPYRIGHTED AND MUST NOT BE USED, REPRODUCED, COPIED, EITHER WHOLLY OR IN PART, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT WRITTEN PERMISSION.  
 DO NOT SCALE THIS DRAWING.  
 REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
 THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS SEALED OR APPROVED IN WRITING BY THE CONSULTANT.  
 THIS DRAWING SUPERSEDES PREVIOUS ISSUES.



**RETAINING WALL WEST ELEVATION**  
 SCALE: 1/4" = 1'-0"



**RETAINING WALL NORTH ELEVATION**  
 SCALE: 1/4" = 1'-0"



**RETAINING WALL AT NORTHWEST CORNER**

PROPOSED APARTMENTS  
 J-P ESTATE

Project Address:  
 231 7th Street SE  
 SALMON ARM, B.C.

Issued: 01 - 09/03/2024 - ISSUED FOR DP

Project No. EG1784 Version: V1

Date: 09/03/2024

Drawing Title

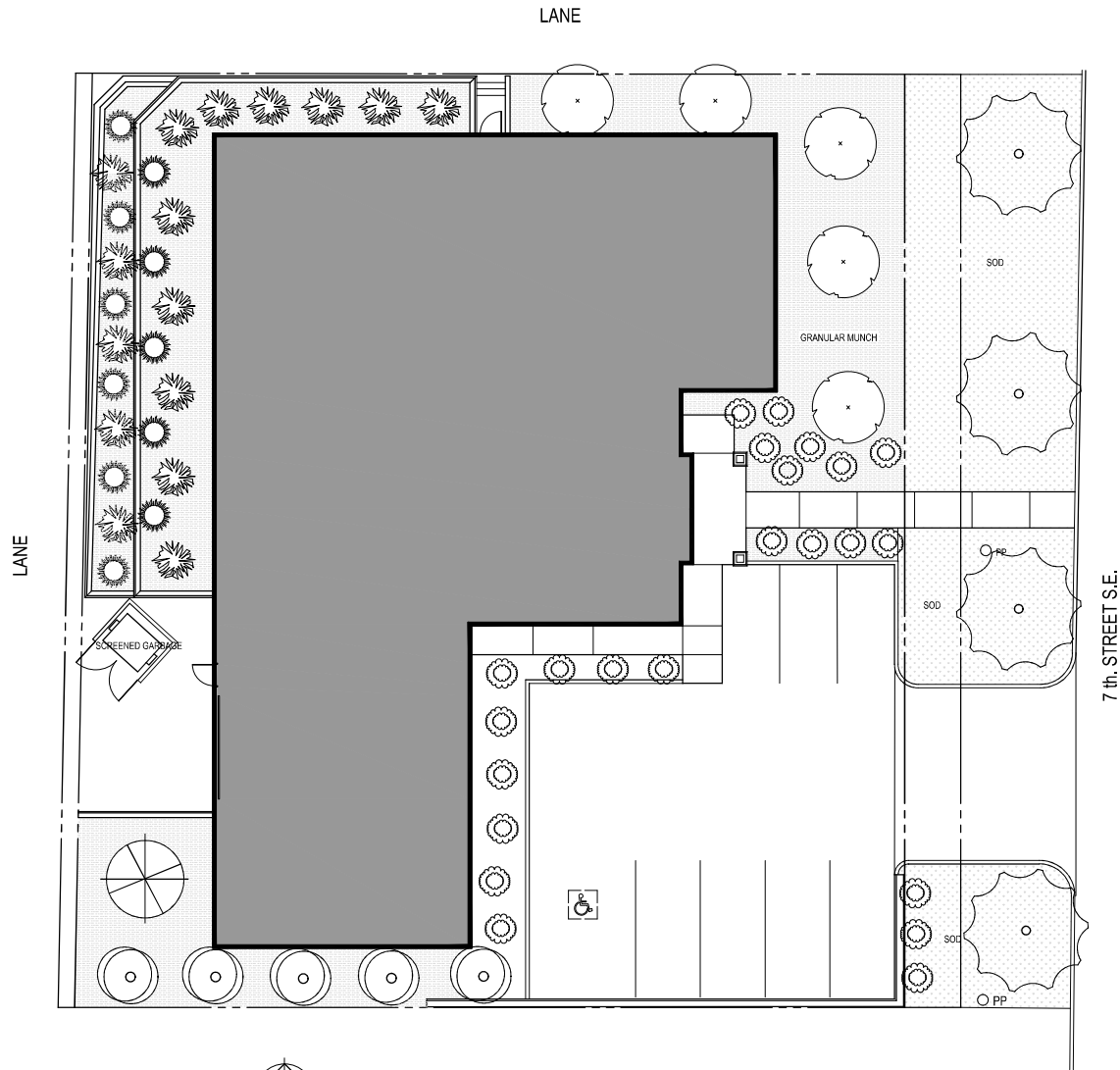
RETAINING WALL ELEVATIONS

Drawing No.








DPRW



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE USED, REPRODUCED, OR REVISED WITHOUT WRITTEN PERMISSION.  
 DO NOT SCALE THIS DRAWING. REPORT INCONSISTENCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
 THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS SEALED OR ADVISED IN WRITING BY THE CONSULTANT.  
 THIS DRAWING SUPERSEDES PREVIOUS ISSUES.



**PLANT LIST**

-  COLORADO SPRUCE
-  PAUL'S SCARLET HAWTHORN
-  PRINCESS KAY PLUM
-  LILAC
-  BUFFALO JUNIPER
-  VIRGINIA CREEPER
-  DIAMOND GRASS

**LANDSCAPE PLAN**  
 SCALE: 1/8" = 1'-0"



**PROPOSED APARTMENTS  
 J-P ESTATE**

Project Address:  
 231 7th STREET SE  
 SALMON ARM, B.C.

Issued:  
 01 - 04/22/2024 - ISSUED FOR DP

Project No. Version:  
 EG1784 V1

Date:  
 04/22/2024

Drawing Title

LANDSCAPE PLAN

Drawing No.

**DPL1.1**





View of the subject property facing southeast from the intersection of the two lanes.



View of the subject property and lane facing southwest from 7 Street SE.



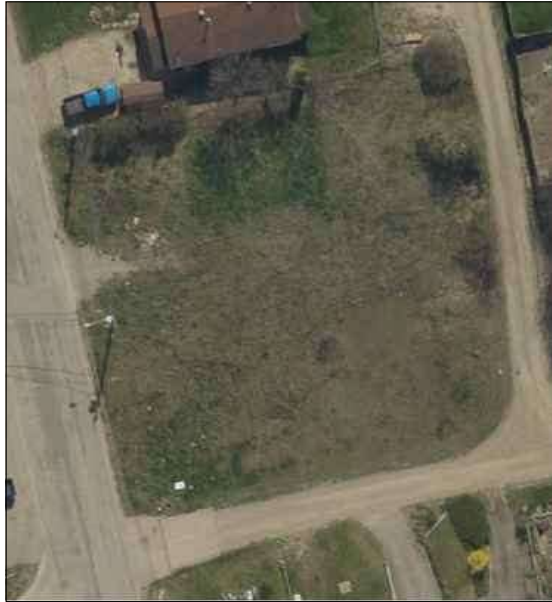


View of the subject property and lane facing east from the intersection of the two lanes.



View of the lane facing north from the west parcel line of the subject property.





**ARIAL VIEW OF SITE**



**PICTURE #1**



**PICTURE #2**



**PICTURE #3**



**PICTURE #4**



**PICTURE #5**



THIS DRAWING IS COPYRIGHTED AND MUST NOT BE USED, REPRODUCED, COPIED, OR REPRODUCED WITHOUT WRITTEN PERMISSION.  
DO NOT SCALE THIS DRAWING.  
REPORT ANY DISCREPANCIES AND OMISSIONS TO CONSULTANT BEFORE COMMENCING WORK.  
THESE DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNLESS SEALED OR AWARDED IN WRITING BY THE CONSULTANT.  
THIS DRAWING SUPERSEDES PREVIOUS ISSUES.

PROPOSED APARTMENTS  
J-P ESTATE

Project Address:  
231 7th STREET SE  
SALMON ARMA, B.C.

Issued:  
01 - 06/25/2024 - ISSUED FOR DP  
02 - 08/27/2024 - REISSUED FOR DP

Project No. Version:  
EG1784 V2

Date  
08/27/2024

Drawing Title

SITE PICTURES

Drawing No.

DP1.2

## **SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE**

### **Purpose**

10.1 The purpose of the R-5 Zone is to provide for high *density, multiple family residential development* in selected locations throughout the *Municipality*. New *developments* zoned R-5 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the ***Fire Services Act, British Columbia Building Code***, and other applicable legislation. #2789

### **Regulations**

10.2 On a *parcel zoned R-5*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the *R-5 Zone* or those regulations contained elsewhere in this Bylaw.

### **Permitted Uses**

10.3 The following uses and no others are permitted in the R-5 Zone:

- .1 *assisted living housing*; #4336
- .2 *boarders*, limited to two;
- .3 *boarding home*; #2789
- .4 *commercial daycare facility*;
- .5 *dining area*; #4336
- .6 *duplex*; #4421
- .7 *home occupation*; #2782
- .8 *multiple family dwellings*;
- .9 *public use*;
- .10 *public utility*;
- .11 *rooming house*; #2789
- .12 *triplex*; #3286
- .13 *secondary suite* #4579
- .14 *accessory use*.

### **Maximum Height of Principal Building**

10.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet). This may be increased to 15.0 metres (49.2 ft.), via the Development Permit process, if any of the special amenity(ies) in Table 3 are provided.

### **Maximum Height of Accessory Building**

10.5 The maximum *height* of an accessory *building* shall be 6.0 metres (19.7 feet).

### **Maximum Parcel Coverage**

10.6

- .1 The total maximum *parcel coverage* for *principal and accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*. #2811
- .2 The above *parcel coverage* may be increased to 70% of the *parcel area* if all requisite parking, except for visitors, is provided underground.

### **Minimum Parcel Area**

10.7 The minimum *parcel area* shall be 775.0 square metres (8,342.3 square feet).

### **Minimum Parcel Width**

10.8 The minimum *parcel width* shall be 30.0 metres (98.5 feet).

### **Minimum Setback of Principal Buildings**

10.9 The minimum *setback* of *buildings* from the:

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 5.0 metres (16.4 feet)
- .3 *Interior side parcel line* shall be 2.4 metres (7.8 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)
- .5 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

**SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED**

**Minimum Setback of Accessory Buildings**

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

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line* shall be 1.0 metre (3.3 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)
- .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. #2811

**Maximum Density**

Note: The following *density* provisions are based on the *gross parcel area*. Parking requirements, *setback* requirements, road dedication, etc. have not been taken into consideration.

10.11

- .1 The maximum *density* shall be a total of 100 *dwelling units* or *sleeping units* per hectare (40.5 *dwelling units* or *sleeping units* per acre). #2789
- .2 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increased to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) in accordance with Table 3. In Table 3, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for each amenity.
- .3 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increase to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) for the provision of *Assisted Living Housing*. #4336

**TABLE 3**

<b>COLUMN I SPECIAL AMENITY TO BE PROVIDED</b>	<b>COLUMN II ADDED DENSITY</b>
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	<input type="checkbox"/> 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	<input type="checkbox"/> 4 units per hectare(1.2 units per acre) <input type="checkbox"/> 6 units per hectare(1.6 units per acre) <input type="checkbox"/> 8 units per hectare(2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	<input type="checkbox"/> 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>welling unit</i>	<input type="checkbox"/> 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 #3218	<input type="checkbox"/> 5 units per hectare (2.0 units per acre)

**Parking**

10.12 Parking shall be required as per Appendix I.



---

TO: Gary Buxton, Director of Planning  
DATE: June 25, 2024  
PREPARED BY: Mustafa Zakreet, Engineering Assistant  
APPLICANT: JASBINDER PUREWAL/438198 BC LTD.  
SUBJECT: **DEVELOPMENT PERMIT No. DP-455**  
LEGAL: Parcel A (LA115566), Section 14, Township 20, Range 10, KDYD, Plan 7527  
CIVIC: **231 – 7 Street SE**

---

Further to your referral dated May 16, 2024, we provide the following servicing information.

**Engineering Department does not have any concerns related to the height variance request.**

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

**General:**

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4293. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control (ESC) measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of building permit the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

## **SUBDIVISION APPLICATION FILE: DP-455**

June 25, 2024

Page 2

---

9. For the off-site improvements at the time of building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

### **Roads / Access:**

1. 7 Street SE, on the subject property's eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 2.44m of additional road dedication is required (to be confirmed by a BCLS).
2. 7 Street SE is currently constructed to an Interim Local Road standard. Upgrading to the current Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, sidewalk, boulevard construction, street lighting and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. The subject property fronts onto a lane along the northern boundary. A lane requires a total dedication of 7.3m. Existing records indicates that no further dedication is required. (To be confirmed by BCLS).

The lane is currently an undeveloped gravel road used by local traffic only. The owner/developer will be required to develop and construct the lane frontage to the applicable standard (RD-12A). The owner/developer is responsible for all associated costs.

It is noted that the existing grade of the lane is steep. The applicant is to be advised that the lane grade can not be more than 12% and the maximum grade for the lot access shall be 15% in accordance with the Subdivision and Development Servicing Bylaw No 4293.

4. The subject property backs onto another lane, along the western boundary. This lane requires a total dedication of 7.3 meters. Current records indicate that an additional dedication of 0.65m is required (to be confirmed by BCLS).

The lane is currently an undeveloped gravel road used by local traffic only. The owner/developer will be required to develop and construct the lane frontage to the applicable standard (RD-12A). The owner/developer is responsible for all associated costs.

5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. The northern laneway intersects 7 Street SE creating a misaligned intersection with 1 Avenue SE. Owner/Developer to engage a qualified engineer to review the intersection safety. Owner/Developer is responsible for all necessary improvements and associated costs.
7. A 3.0m by 3.0m corner cut is required to be dedicated at the two intersections of:

## **SUBDIVISION APPLICATION FILE: DP-455**

June 25, 2024

Page 3

---

- 7 Street SE and the northern lane
- The northern lane and western lane

### **Water:**

1. The subject property fronts a 200mm diameter Zone 1 watermain on 7 Street SE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 12.5mm service from the 200mm diameter watermain on 7 Street SE. Due to size and / or age of the existing service, upgrading to a new metered service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs
3. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
4. Fire protection requirements to be confirmed with the Building Department and Fire Department.

### **Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 7 Street SE and a 200mm diameter sanitary sewer main on the north lane. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 7 Street SE. The subject property is to be serviced by a single sanitary service connection adequately sized to satisfy the servicing requirements of the development. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

### **Drainage:**

1. The subject property fronts a 250mm diameter storm sewer on 7 Street SE and a 200mm diameter main within the lane on the north property boundary. No upgrades will be required at this time.
2. Records indicate that the existing property is not serviced from the storm sewer mains.
3. The subject property is in an area with current storm capacity concerns according to the Stormwater Master Plan Study (April 2020). It is anticipated that stormwater will require control

**SUBDIVISION APPLICATION FILE: DP-455**

June 25, 2024

Page 4

---

to the 2-5 year pre-development flows. Owner / Developer's engineer shall review downstream capacity within the existing City Storm System to receive the proposed discharge from the development and upstream contributing drainage areas.

4. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4293, Schedule B, Part 1, Section 7 shall be provided.
5. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
6. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Geotechnical:**

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



---

**Mustafa Zakreet, EIT**  
Engineering Assistant



---

**Jenn Wilson P.Eng.**  
City Engineer

Present: Al Waters (Panel Member)  
Verna Burton (Panel Member)  
Bill Laird (Panel Member - Chair)  
M. Mason & M. McColl (Applicants – DP-457)  
E. Gooch (Applicant – DP-455)  
V. Topping & J. Kirkham (Applicants – DP-456)  
Chris Larson (Senior Planner)  
Aubree Jeffrey (Planner)

Absent: Trent Sismey (Panel Member)  
Dennis Lowe (Panel Member)  
Marc Lamerton (Panel Member)

---

**Application No. DP-457**  
**981 12 Street SE – Terra Civis / Browne Johnson (amendment and variance)**

Staff and the agents provided an overview of the proposal under current application, noting that this project has proceeded under a previous DP but that through development on the site the need for retaining walls has been clarified and the previously approved designs of two of the buildings requires change. Panel members asked questions to clarify and discussed the proposal, positively noting the proposed retaining wall's design and finishes at this key visible location. The DRP noted no concerns with the proposed buildings or the retaining wall variances. The DRP is supportive:

**Panel Recommendation**

THAT the DRP supports application DP-457 as presented.

**Application No. DP-456**  
**2401 9 Avenue SW – Travelodge Motel / MQN Architects**

Staff and the design team provided an overview of the proposal under current application. It was noted that the proposal site and landscape plan will be revised based on staff comments to incorporate pedestrian access and additional landscaping / street trees. Panel members discussed the proposal, including snow clearance, additional landscaping, and pedestrian circulation, noting their general support with these changes expected to be incorporated. There was discussion regarding enhancement of the street-facing south elevation potentially being enhanced, but it was noted that this proposed building is accessory to the existing building, is reasonably featured, and that the proposed landscaping contributes to interest in the building face. The height variance was considered minor. With this noted, the DRP is supportive:

**Panel Recommendation**

THAT the DRP supports application DP-456 as presented.



**Application No. DP-455**

**231 7 Street SE – Purewal, J. / 438198BC Ltd. (EFG Architect)**

Staff and the designer provided an overview of the proposal under current application. Panel members discussed the proposal, noting the need for housing, and the positive form and character proposed. The balcony features for each unit were noted. Clarification was requested regarding the retaining wall height and location of the garbage/recycling enclosure. Snow clearance and lane access was discussed. The height variance was considered minor. The DRP is supportive:

**Panel Recommendation**

THAT the DRP supports application DP-455 as presented.



Endorsed on behalf of Design Review Panel

**REQUEST FOR DECISION**

To: Development & Planning Services Committee

Title: Development Variance Permit Application No.605

Legal: Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283  
Civic: 3361 16 Avenue NE  
Owner: Daniel Folkman  
Agent: Owner

Date: October 7, 2024

---

**Executive Summary/Purpose:**

The subject parcel is located at 3361 16 Avenue NE (Appendices 1 and 2). The proposal is to reduce the rear parcel line setback from 3.0 m to 1.4 m and the side parcel line setback from 2.0 m to 1.4 m in order to construct an Accessory Dwelling Unit (ADU) in place of an existing 28 m<sup>2</sup> shed in the northeast corner of the property.

**Motion for Consideration:**

THAT: Council authorize the issuance of Development Variance Permit No.605 for Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283 (3361 16 Avenue NE) to facilitate the construction of an Accessory Dwelling Unit by varying Zoning Bylaw No. 2303, as follows:

- i) Section 6.12.2 - reducing the rear parcel line setback from 3.0 m to 1.4 m; and
- ii) Section 6.12.4 - reducing the interior side parcel line setback from 2.0 m to 1.4 m

**Staff Recommendation:**

That the motion for consideration be adopted.

**Proposal:**

The subject parcel is located at 3361 16 Avenue NE (Appendices 1 and 2). The proposal is to reduce the rear parcel line from 3.0 m to 1.4 m and the side parcel line from 2.0 m to 1.4 m in order to construct an Accessory Dwelling Unit (ADU) in place of an existing 28 m<sup>2</sup> shed in the northeast corner of the property.

**Background:**

The subject property is designated Low Density Residential (LR) in the Official Community Plan (OCP), and is zoned R-10 (Residential Zone) in the Zoning Bylaw (Appendices 3 and 4). The property is located close to Salmon Arm Secondary School. Land uses adjacent to the subject property include the following:

North:	P-1 (Park and Recreation Zone)	Park
South:	R-10 (Residential Zone)	Single Family Dwelling
East:	R-10 (Residential Zone)	Single Family Dwelling
West:	R-10 (Residential Zone)	Single Family Dwelling

The subject property is approximately 0.37 acres (1497.34 m<sup>2</sup>) in area and is comprised of a single family dwelling, attached garage, and a garden shed (to be demolished).

The property owner is proposing a 625 ft<sup>2</sup> (58 m<sup>2</sup>) ADU. The proposed location of the ADU is in the northeast corner of the property, where a garden shed is currently. The property owner intends to remove the garden shed and construct the ADU as shown in the site plan attached as Appendix 7. Removal of the garden shed would not require a demolition permit as it is less than 100ft<sup>2</sup> in area and is not on permanent foundation.

In the R-10 zone the minimum side parcel line setback is 2.0 m and the building may be no greater than 6.0 m in height and the rear parcel line setback is 3.0 m. The proposed ADU is 5.9 m in height, which would meet zoning regulations height. Following a site visit conducted on August 28, 2024, it has been confirmed that the parking requirements have been satisfactorily met. No further variances are being requested.

**Relevant Policy(ies):**

Development Permits are needed for proposals involving three (3) or four (4) detached dwelling units. Since only one (1) detached dwelling unit is being proposed, only a building permit is required.

The proposed ADU complies with the Infill Residential Development Permit Area requirements outlined in the Official Community Plan (OCP) by ensuring consistency with the local streetscape, including the height and scale of surrounding buildings (OCP 8.5.5). Additionally, the proposed ADU adheres to the Landscape and Site Plan Guidelines by preserving mature trees and garden areas through thoughtful positioning of the building (OCP 8.5.10).

**Referral Comments:**

Fire Department

No concerns.

Building Department

No concerns. Removal of the garden shed would not require a demolition permit as it is less than 100ft<sup>2</sup> in area and is not on permanent foundation.

Engineering Department

No concerns.

Other

N/A

Planning Department

Development Variance Permits are considered on a case-by-case basis and in doing so a number of factors are taken into consideration when reviewing a request. These factors include site-specific conditions such as lot configuration, existing structures, and potential impact(s) on adjacent properties. The proposed building location shown on the site plan (Appendix 7) is in the location of the existing shed structure and would pose no significant impact to the adjacent properties.

The proposed location for the ADU will enable the retention of the existing trees and garden. Additionally, the property to the north (along the rear parcel line) is zoned as P-1 (Park and Recreation Zone) and does not have any residential use. The park is currently un-programmed park space that is part of a greenway trail connection.

Minimum setback requirements in the Zoning Bylaw are in place to ensure minimum distances between buildings across parcel lines and to ensure continuity of development amongst multiple parcels in a given area of similar zoning. In considering the factors noted above, staff are in support of the variance request.

**Financial Considerations:**

N/A

**Committee Recommendations:**

N/A

**Public Consultation:**

Pursuant to the *Local Government Act* and Development Procedures Bylaw, notices are mailed to land owners within a 30m radius of the application. The notices outline the proposal and advise those with an interest in the proposal to provide written submission prior to the Hearing and information regarding attending the Hearing. It is expected that Council will consider issuance of this Development Variance Permit on October 15, 2024.

**Alternatives & Implications:**

Council may not support the issuance of the Development Variance Permit. The applicant would then be required to site the building compliant with the zoning regulations. This may impact mature landscaping and trees.

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

Attachments:

- Appendix 1 – Subject Property Map
- Appendix 2 – Ortho Maps
- Appendix 3 – OCP Map
- Appendix 4 – Zoning Map
- Appendix 5 – Site Photos
- Appendix 6 – Letter of purpose
- Appendix 7 – Site Plan
- Appendix 8 – R-10 (Residential Zone)



# Subject Property Map

32 STRE

33 ST. 1 E

35 ST

1830

1831

1820

1875

3211

3251

1811

1810

3451

1865

18 AVE N.E.

3190

3210

3250

3280

3300

3450

3456

1735

3271

3301

3331

3361

3391

3451

3455

16 AVE N.E.

3270

3300

3310

3350

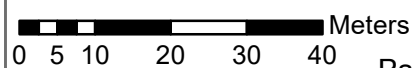
3390

3450

3456

3490

3500



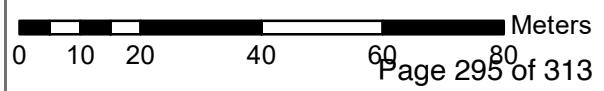
## Legend

 Parcels



 Subject Property



# Ortho Map



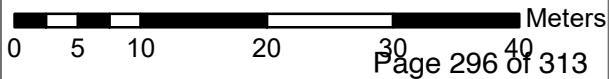
## Legend

-  Parcels
-  Subject Property





Ortho Map

AVE N.E.



**Legend**

-  Parcels
-  Subject Property

OCP Map

33 ST

3211

3251

1811

1810

3451

18 AVE N.E.

3210

3250

3280

3300

3450

34

17

71

3301

3331

3361

3391

3451

345

0

3300

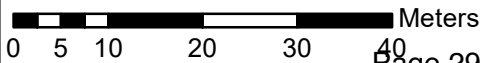
3310

3350

3390

3450

34



Legend

-  Parcels
-  Subject Property
-  Acreage Reserve
-  Park
-  Residential - Low Density

# Zoning Map

3211

3251

1011

333

1810

3451

## 18 AVE N.E.

3210

3250

3280

3300

3450

34

17

71

3301

3331

3361

3391

3451

345

0

3300

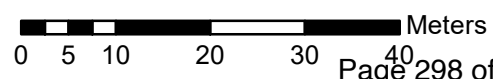
3310

3350

3390

3450

34



### Legend

 Parcels

 A-2

 R-10

 Subject Property





1. View of the rear (north) parcel line, facing east.



2. View of side/interior parcel line. Looking towards the rear (north) parcel line.





3. View of the back yard on the subject property.



4. View from the front property line. Looking north towards subject property.

Daniel Folkman



July 18, 2024

City of Salmon Arm  
Planning Department  
Salmon Arm, BC

Dear Members of the Planning Department,

I am writing to request a variance to the setback requirements for my property located at 3361 16 Ave NE, Salmon Arm. Specifically, I am seeking to reduce the regular setbacks from 2 meters on the side and 3 meters at the back to 1.4 meters on the side and 1.4 meters at the back. This adjustment aligns with the setback requirements for auxiliary buildings, which is appropriate given the intended use of the space for a garden guesthouse of similar size.

There are several reasons for this variance request:

1. **Preservation of Trees:** The reduced setbacks will allow me to preserve two large growth birch trees and a rare Northern Catalpa tree. These trees are significant not only for their aesthetic and environmental value but also for the biodiversity they support. I am in favor of preserving large trees whenever possible, and granting this variance would be consistent with that objective.
2. **Conformity with Existing Structures:** The existing legacy building on the property is positioned closer to the fence than the proposed new structure would be with the requested variance. Therefore, granting this variance would result in greater conformity with setback regulations compared to the current state.
3. **Adjacent Greenspace:** There is a greenspace behind my property that is designated as non-developable. This means that the reduced setback at the back will not impact any future developments or cause any encroachments on neighboring properties.

4. Housing Supply: This variance will facilitate the construction of a garden guesthouse, thereby contributing to the housing supply in Salmon Arm. Given the current demand for additional housing options, this would be a beneficial addition to the community.

I am committed to ensuring that the new structure will be built to high standards that Mark at Whitstone Developments provides and will enhance the aesthetic appeal of the neighborhood. I believe this variance is in the best interest of both my property and the broader community.

Thank you for considering my request. I am available to provide any additional information or to discuss this matter further at your convenience.

Sincerely,

Daniel Folkman







250.804.5403  
MRGDESIGN.CA



whitstone  
DEVELOPMENTS LTD.

250.832.2567  
WHITSTONE.CA



\*AI GENERATED RENDER FOR CONCEPTUAL PURPOSES ONLY AND MAY NOT ACCURATELY REPRESENT FINAL PRODUCT\*

CLIENT **FOLKMAN**

JOB **CARRIAGE**

336 1 16 AVE NE  
SALMON ARM, B.C.

JOB # **7904**

REVISIONS

CONCEPT	JUNE 25 2024
REVIEW	JUNE 29 2024
PERMIT	JUL 4 2024
REVISED SITE	JUL 30 2024

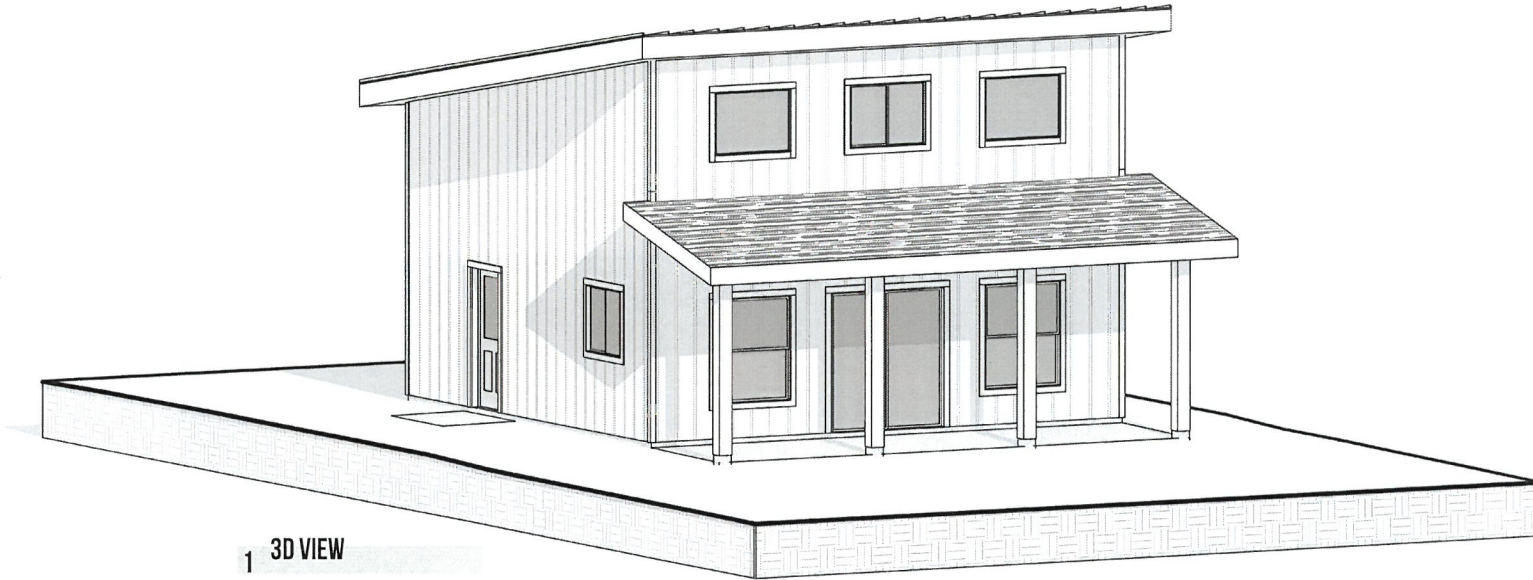
DATE **JULY 30 2024**

DRAWING **COVER**

SCALE

PAGE **AO**





1 3D VIEW

**GENERAL NOTES**

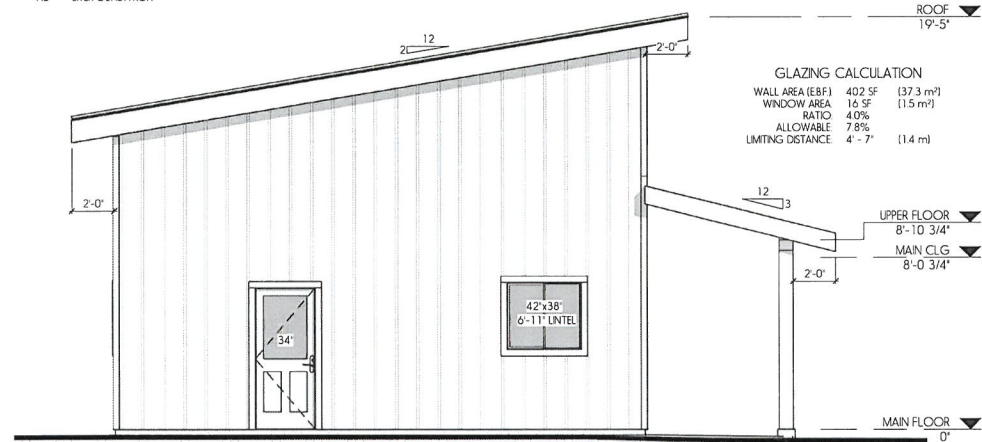
- 1 ALL CONSTRUCTION MATERIALS & WORKMANSHIP TO BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE B.C. BUILDING CODE, PLUMBING CODE, ELECTRICAL CODE & ALL OTHER CODES, ZONINGS AND BYLAWS THAT MAY APPLY.
- 2 THE CONTRACTOR AND ALL SUBTRADES ARE RESPONSIBLE FOR THE REVIEW OF ALL DRAWINGS AND SITE CONDITIONS PRIOR TO COMMENCING WORK OR ORDERING ANY MATERIAL AND SHALL REPORT ANY DISCREPANCIES THAT AFFECT DESIGN TO MRG IMMEDIATELY.
- 3 ALL FRAMING MATERIAL TO BE SPF#2 OR BETTER
- 4 CONCRETE FOOTINGS AND WALLS TO BE MINIMUM 28MPA @ 28 DAYS, FLOOR SLABS AND SIDEWALKS TO BE MINIMUM 32MPA @ 28 DAYS
- 5 ALL CONCRETE FOOTINGS TO BE PLACED ON ORIGINAL UNDISTURBED GROUND, FREE OF ALL ORGANIC, FROZEN OR FROSTY MATERIAL
- 6 DAMPPROOF FOUNDATION WALLS BELOW GRADE WITH 2 COATS OF BITUMINOUS MATERIAL
- 7 6 MIL ULTRAVIOLET RESISTANT POLY VAPOR BARRIER ON A) 4" OF GRANULAR COMPACTIBLE FILL UNDER EXTERIOR OR GARAGE SLABS OR B) 4" OF 3/4" DRAIN ROCK OR OTHER MATERIAL SUITABLE FOR MOVEMENT OF RADON GAS UNDER INTERIOR SLABS
- 8 ALL FOUNDATION DRAINS TO BE 4" PERFORATED P.V.C. WITH FILTER CLOTH AND MINIMUM 6" DRAIN ROCK, DRAINED TO MUNICIPAL SERVICES ACCORDING TO LOCAL STANDARDS
- 9 GRADE TO BE SLOPED AWAY FROM BUILDING AT ALL LOCATIONS ADJACENT TO BUILDING
- 10 ALL TRUSSES, I-JOISTS, BEAMS OR OTHER STRUCTURAL MEMBERS NOT COVERED IN B.C. BUILDING CODE TO BE DESIGNED AND ENGINEERED BY TRUSS MANUFACTURER OR STRUCTURAL ENGINEER PRIOR TO ANY FABRICATION
- 11 CONTRACTOR TO VERIFY ALL PROPERTY & FOUNDATION LINES WITH A LEGAL LAND SURVEYOR PRIOR TO PLACING FOOTINGS OR RUNNING SERVICES WITHIN BUILDING ENVELOPE
- 12 ALL ROOF SPACES TO BE VENTILATED WITH SOFFIT AND ROOF VENTS WITH A MINIMUM DISTRIBUTION AREA OF 1/300 A MINIMUM OF 25% OF VENTS TO BE LOCATED AT ROOF, AND MINIMUM 25% TO BE LOCATED AT SOFFIT
- 13 DOOR FRAMES AT ENTRANCES AND EXTERIOR SPACES TO DWELLING UNITS SHALL BE SOLIDLY BLOCKED BETWEEN DOOR FRAME AND STUDS AT THE HEIGHT OF THE DEADBOLT TO RESIST SPREADING
- 14 ALL GLASS IN DOORS, SIDELITES OR WINDOWS WITHIN 12" OF FINISHED FLOOR TO BE CONSTRUCTED OF SAFETY GLASS
- 15 RAINWATER LEADERS NOT SHOWN ON PLAN CONTRACTOR TO DETERMINE EXACT LOCATION SUITABLE TO SITE AND MUNICIPAL DRAINAGE
- 16 ELECTRICAL LOCATIONS TO BE DETERMINED BY ELECTRICAL CONTRACTOR WITH THE APPROVAL OF HOMEOWNER OR GENERAL CONTRACTOR AND IN ACCORDANCE WITH CURRENT ELECTRICAL CODE
- 17 APPROVED SMOKE ALARMS TO BE INSTALLED WITH LOCATION APPROVED BY APPROPRIATE LOCAL MUNICIPALITY
- 18 REFER TO LAYOUTS AND SPECIFICATIONS FROM STRUCTURAL ENGINEER, FLOOR JOIST SUPPLIER AND ROOF TRUSS MANUFACTURER FOR BEAM POST AND FOOTING LOCATIONS AND SIZES AND ENSURE PROPER BEARING IS PROVIDED FOR ALL POINT LOADS. ANY STRUCTURAL SPECIFICATIONS SHOWN ON MRG PLANS ARE ESTIMATES ONLY AND MAY NOT ACCURATELY REPRESENT LOADING AND SIZING OR MAY NOT INCLUDE POINT LOADS OR STRUCTURAL MEMBERS DESIGNED BY OTHERS.
- 19 MRG RESIDENTIAL DESIGN ACCEPTS NO LIABILITY AND SHALL NOT BE HELD RESPONSIBLE FOR ERRORS OR OMISSIONS WITH THIS SET OF DRAWINGS THAT MAY NEGATIVELY AFFECT CONSTRUCTION IF ERRORS ARE FOUND, PLEASE CONTACT MRG AT YOUR EARLIEST CONVENIENCE.

**SHEET LEGEND**

- A0 COVER
- A1 NOTES/3D
- A2 FLOORS
- A3 ELEVATIONS
- A4 SECTIONS
- A5 SITE/FOUNDATION

**FINISHED AREA**

MAIN FLOOR	625 SF
UPPER FLOOR	197 SF
TOTAL AREA	822 SF



3 LEFT ELEVATION  
1/4" = 1'-0"

CLIENT **FOLKMAN**

JOB **CARRIAGE**

3361 16 AVE NE  
SALMON ARM, B.C.

JOB # **7904**

REVISIONS

CONCEPT	JUNE 25 2024
REVIEW	JUNE 29 2024
PERMIT	JUL 4 2024
REVISED SITE	JUL 30 2024

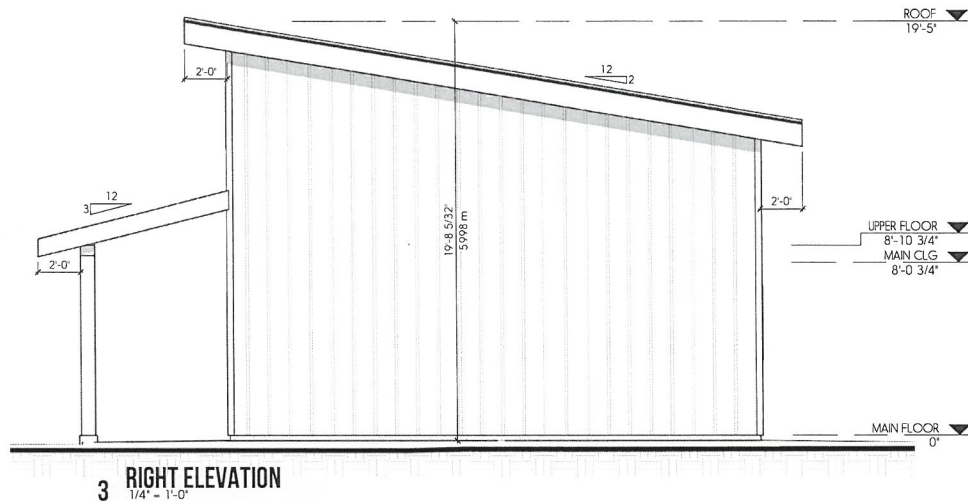
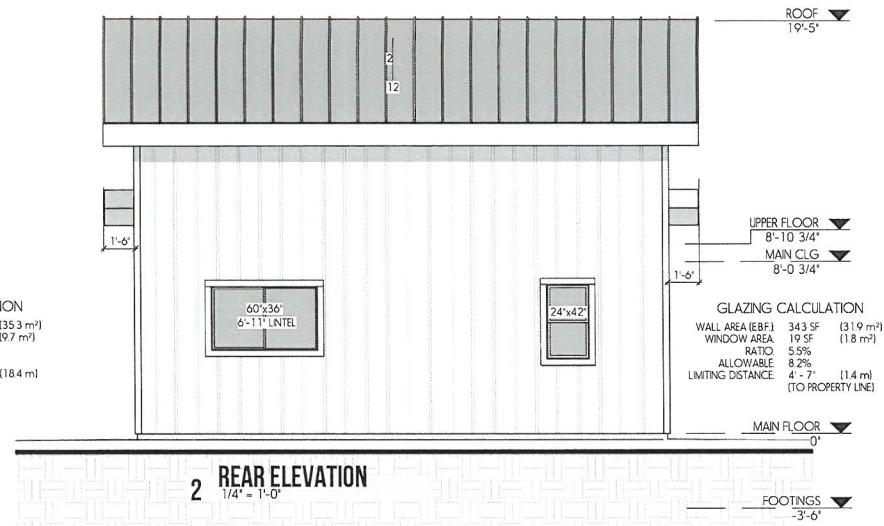
DATE **JULY 30 2024**

DRAWING **NOTES/3D**

SCALE **1/4" = 1'-0"**

PAGE

**A1**



CLIENT **FOLKMAN**  
JOB **CARRIAGE**  
3361 16 AVE NE  
SALMON ARM, B.C.  
JOB # **7904**

REVISIONS	
CONCEPT	JUNE 25 2024
REVIEW	JUNE 29 2024
PERMIT	JUL 4 2024
REVISED SITE	JUL 30 2024

DATE **JULY 30 2024**  
DRAWING **ELEVATIONS**  
SCALE **1/4" = 1'-0"**  
PAGE

**A3**





# CITY OF SALMON ARM

## BYLAW NO. 4653

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

---

WHEREAS pursuant to the December of 2023 amendments of the Local Government Act [RSBC 2015] Chapter 1, Council of the City of Salmon Arm is legislated to require enabling of small-scale multi-unit housing across serviced, primarily single family residential zoned lands within the Urban Containment Boundary;

AND WHEREAS as required by the Province of British Columbia no Public Hearing was held;

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

1. "District of Salmon Arm Zoning Bylaw No. 2303" is hereby amended as follows:
  - a) by deleting the definition of "detached suite" in Section 2 and adding the following in alphabetic order:

*ACCESSORY DWELLING UNIT* means a *dwelling unit* constructed in accordance with the BC Building Code that is contained within an accessory *building* or a part of a *building*, that is accessory to a *principal use dwelling*, and shall not include a *mobile home, manufactured home, travel trailer, recreational vehicle, or a storage container*;
  - b) by replacing the definition of "duplex" in Section 2 with the following:

*DUPLEX* means any *building* divided into two *dwelling units* sharing at least one heated wall or floor, whether strata titled or one real estate entity;
  - c) by replacing the definition of "detached suite" in Section 2 with the following:

*SECONDARY SUITE* means a self-contained *dwelling unit* within but accessory to a *principal use single family dwelling* or *duplex* sharing at least one heated wall or floor; comprising of one real estate entity with shared utility services; having a separate entrance to the exterior or a shared space; and having an Occupancy Certificate attesting compliance to the BC Building Code.
  - d) by replacing the definition of "dwelling unit" in Section 2 with the following:

*DWELLING UNIT* means accommodation in a *building* providing interconnected spaces that include bedroom(s), bathroom(s), and one kitchen all intended for the permanent or long term domestic residential use of one *family*.

- e) by adding the following to Section 2 in alphabetic order:
- *PERMEABLE SURFACE* means a porous material that enables stormwater to be absorbed and percolated into subsurface soils, such that it will not run-off, collect, or pool in the course of normal storm events.

- f) by deleting the definition of “suite;”

- g) by adding the following to Section 2 in alphabetic order:

*SHORT TERM RENTAL* means the rental of any *dwelling unit* or part thereof for periods of 29 days or less.

- h) by replacing all references to “detached suite” with “accessory dwelling unit;”

- i) by replacing Section 4.2 *Accessory Dwelling Unit* with the following:

**Accessory Dwelling Unit**

4.2

- .1 No accessory *building* or *structure* shall be used as a *dwelling unit* except for an approved *Accessory Dwelling Unit*.
- .2 An *Accessory Dwelling Unit* entrance shall be accessible via an unobstructed minimum 1.2 metre wide (4 feet) and 2.1 metre (7 feet) high illuminated, constructed pedestrian walkway from the public road and from the off-street parking space(s).
- .3 An *Accessory Dwelling Unit* address shall be identified and visible from the public road frontage.
- .4 An *Accessory Dwelling Unit* shall be oriented and appropriately screened with landscaping or solid fencing to provide privacy in relation to neighbouring properties.
- .5 An *Accessory Dwelling Unit* shall be appropriately serviced.
- .6 No *Accessory Dwelling Unit* shall be used for *short term rental* or *bed and breakfast*.
- .7 Subdivision and strata subdivision of an *Accessory Dwelling Unit* is prohibited.



- j) by adding the following as Section 4.14

**Permeable Lot Coverage**

4.14 For the purposes of this Bylaw and the calculation of minimum permeable lot coverage, measured horizontally, the following surfaces or finishes are not permeable:

- .1 buildings and roofed structures, with the exception of those with green roofs that reduce storm water discharge by more than 25% (by both rate and quantity);
- .2 asphalt, concrete, grouted pavers, and similar hard surfacing;
- .3 non-permeable artificial turf;
- .4 tongue in groove and vinyl or fibreglass decking;

And for clarity, structures designed to retain water such as swimming pools, reflecting pools and ornamental ponds, shall be considered permeable.

- k) by revising Section 5.1 to remove references to R1, R2 and R8 zones from Columns I and II;
- l) by adding to Section 5.1 R-10, under Column I, and Residential Zone, under Column II;
- m) by replacing Sections 6, 7 and 13 with Schedule "A," the R-10 - Residential Zone, attached hereto and forming a part of this Bylaw;
- n) revising Bylaw 2303 Scheduled Zoning Maps for all R-1, R-2 and R-8 Zone lands to become R-10 Zone;

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. 4653**”

READ A FIRST TIME THIS 22 DAY OF APRIL 2024

READ A SECOND TIME THIS 22 DAY OF APRIL 2024

READ A THIRD TIME THIS 10 DAY OF JUNE 2024

ADOPTED BY COUNCIL THIS DAY OF 2024

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## Schedule "A"

### **SECTION 6 – R-10 - RESIDENTIAL ZONE**

#### **Purpose**

- 6.1 The purpose of the R-10 Zone is to permit ground-oriented small scale residential use comprising of *single family dwellings* and *duplexes*, either with or without *secondary suites*, and detached *accessory dwelling units*, developed up to a maximum density that is based upon *parcel area*.

#### **Regulations**

- 6.2 On a *parcel zoned R-10*, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-10 Zone or those regulations contained elsewhere in this Bylaw.

#### **Permitted Uses**

- 6.3 The following uses and no others are permitted in the R-10 Zone:
- .1 *single family dwelling with or without secondary suite(s)*;
  - .2 *duplex with or without secondary suite(s)*;
  - .3 *accessory dwelling unit(s)* in compliance with s. 4.2 of this Bylaw;
  - .4 *accessory use*;
  - .5 *bed and breakfast* limited to two let rooms within a *principal single family dwelling only*;
  - .6 *boarders*, limited to a maximum of two;
  - .7 *family childcare facility* within a *principal single family dwelling only*;
  - .8 *group childcare* within a *principal single family dwelling only*;
  - .9 *home occupation*;

#### **Maximum Number of Buildings and Dwellings Units**

- 6.4 No more than two *dwelling units* are permitted on a *parcel* of area 4050 square metres (1 acre) or more, where the largest *building* is deemed the *principal building*; and
- No more than three *dwelling units* are permitted per *parcel* of area less than 280 square metres (3014 square feet), where the largest *building* is deemed the *principal building*; and
- No more than four *dwelling units* are permitted per *parcel* of area between 280 and 4050 square metres (3014 square feet and 1 acre), where the largest *building* is deemed the *principal building*.

#### **Maximum Height of Principal Building**

- 6.5 The maximum *height* of the *principal building* shall be 10.0 metres (32.8 feet).

#### **Maximum Height of Accessory Buildings**

- 6.6
- .1 The maximum *height* of an *accessory building* shall be 6.0 metres (19.7 feet).
  - .2 Subject to increased setbacks, the maximum *height* of an *accessory building* containing one or more *accessory dwelling units* shall be 7.5 metres (24.6 feet).

**Maximum Building Parcel Coverage**

6.7 The total maximum *parcel coverage* for all *buildings* shall be 45% of *parcel area*; whereby, within this cap, up to 20% of *parcel area* may comprise *accessory buildings* containing one or more *accessory dwelling units*; and up to 10% may comprise any and all other *accessory buildings*.

**Permeable Surface Parcel Coverage**

6.8 Water permeable surfaces, as regulated in Section 4 of this Bylaw, shall cover at minimum 40% of the *parcel area*.

**Minimum Parcel Area**

6.9 The minimum *parcel area* for the purposes of subdivision shall be 450 square metres (4,843.9 square feet).

**Minimum Parcel Width**

6.10 The minimum *parcel width* shall be 14 metres (45.9 feet).

**Minimum Setback of Principal Building**

6.11 The minimum *setback* of the *principal building* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 6.0 metres (19.7 feet)
- .3 *Interior side parcel line* shall be 1.5 metres (4.9 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
- .5 Notwithstanding the preceding a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and *interior side yards* shall be not less than 6.0 metres (19.7 feet).
- .6 Refer to Section 4.9 for "Special Building Setbacks" which may apply

**Minimum Setback of any Accessory Dwelling Unit**

6.12 The minimum *setback* of any building with one or more *accessory dwelling unit(s)* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 3.0 metres (9.8 feet) where 6.0 metres or less in *height*
- .3 *Rear parcel line* shall be 6.0 metres (9.8 feet) where 6.0 to 7.5 metres in *height*
- .4 *Interior side parcel line* shall be 2.0 metres (6.5 feet) where 6.0 metres or less in *height*
- .5 *Interior side parcel line* shall be 4.0 metres (6.5 feet) where 6.0 to 7.5 metres in *height*
- .6 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
- .7 *Parcel line* adjacent to a lane 1.2 metres (3.9 feet)

6.13 The minimum separation between buildings with dwelling units upon a parcel shall be 3.0 metres (9.8 feet).

**Minimum Setback of Accessory Buildings**

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

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line* shall be 1.0 metre (3.3 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
- .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply.

**Parking**

6.15 Required off-street parking shall be as prescribed in Appendix I.