

City of Salmon Arm
Regular Council Meeting
Public Session Starts at 2:30 p.m.

Monday, March 24, 2025, 1:30 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

Pages

1. **CALL TO ORDER**

2. **IN-CAMERA SESSION**

Motion for Consideration

THAT: pursuant to Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (c) labour relations or other employee relations; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the Community Charter, Council move In-Camera.

PUBLIC SESSION STARTS AT 2:30 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. **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 March 10, 2025

5 - 11

Motion for Consideration

THAT: the Regular Council Meeting Minutes of March 10, 2025 be adopted as circulated.

6.2 Parcel Tax Roll Review Panel Meeting Minutes of March 10, 2025

12 - 14

Motion for Consideration

THAT: the Parcel Tax Roll Review Panel Meeting Minutes of March 10, 2025, be adopted as circulated.

7. **COMMITTEE REPORTS**

15 - 17

- 7.1 Development and Planning Services Committee Meeting Minutes of March 17, 2025
- 7.2 Agricultural Advisory Committee Meeting Minutes of March 12, 2025 18 - 20

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

- 9.1 Development Permit Application No. 464 21 - 39
 Legal: Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896
 Civic: 621 10 Street SW
 Owner: Bartle & Gibson Co. Ltd.
 Agent: Angus Neufeld / Sash Developments Ltd.

Motion for Consideration

THAT: Development Permit No. 464 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896 (621 10 Street SW) in accordance with drawings attached as Appendix 7 in the staff report dated March 17, 2025;

AND THAT: Issuance of Development Permit No. 464 be withheld subject to receipt of an Irrevocable Letter of Credit in the amount of 125% of the Estimate for landscaping.

- 9.2 Director of Planning and Community Services – Climate Resiliency Plan Steering Committee Appointments 40 - 42

Motion for Consideration

THAT: Council appoint the following individuals to the Climate Resiliency Plan Steering Committee as representatives of their respective organizations and Committees of Council:

- Laura Gaster; Jess Booth (alternate)
- Janelle Rimmell; Evan Houle (alternate)
- Julia Beatty; Mike Boudreau (alternate)
- Scott Syme
- Liz Blakeway; Claire Askew (alternate)
- Frederik Vroom
- Janet Aitken
- Diane Wittner
- Adrian Bostock; Nicole Jeans-Williams (alternate)
- Ben Van Nostrand; Martin Birse (alternate)
- Christine Jonz-Barbour; Kyle Gowriluk (alternate)
- Tara Knight
- Reg Walters
- Chelsea Vetter; Jen Broadwell (alternate)

AND THAT: Council appoint three (3) citizens-at-large members to the Climate Resiliency Plan Steering Committee.

9.3	General Manager, Shuswap Recreation Society – Recreation Centre Postal Code Data	43 - 47
9.4	General Manager, Shuswap Recreation Society - Canada Day Celebration Festival Proposal	48 - 49
	<u>Motion for Consideration</u> THAT: Council authorize a contribution of up to \$10,000 to the Shuswap Recreation Society for hosting a Canada Day Festival at ROGERS Rink and SASCU Recreation Centre.	
10.	INTRODUCTION OF BYLAWS	
11.	RECONSIDERATION OF BYLAWS	
11.1	Zoning Amendment Bylaw No. 4692 Zoning Amendment Application ZON-1304 Legal: Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 Civic: 1400 12 Avenue SE Owner: F. & J. Noort Agent: P. Warburton	50 - 52
	<u>Motion for Consideration</u> THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4692 be read a final time.	
11.2	Subdivision and Development Servicing Amendment Bylaw No. 4698	53 - 56
	<u>Motion for Consideration</u> THAT: the bylaw entitled City of Salmon Arm Subdivision and Development Services Amendment Bylaw No. 4698 be read a final time.	
12.	CORRESPONDENCE	
12.1	Informational Correspondence	
12.1.1	Calendar of Events	57 - 57
12.1.2	D. Mills & D. Miede - letter dated March 14, 2025 - Request for Letter of Support for New Rowing Society	58 - 58
12.1.3	R. Siemens, Mayor, City of Abbotsford - letter dated February 28, 2025 - Support for Resolution	59 - 59
12.1.4	UBCM Canada Community-Building Fund (CCBF) Regional Workshops	60 - 60
13.	NEW BUSINESS	
14.	PRESENTATIONS	
14.1	Presentation 4:00-4:15 (approximately) D. Hubbard, CEO, Okanagan Regional Library Okanagan Regional Library 2025 Initiatives	61 - 72
15.	COUNCIL STATEMENTS	
16.	SALMON ARM SECONDARY YOUTH COUNCIL	
17.	NOTICE OF MOTION	
18.	UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS	
19.	OTHER BUSINESS	

There are no Hearings, Statutory Public Hearings or Reconsideration of Bylaws scheduled for the

evening session.

20. QUESTION AND ANSWER PERIOD
21. DISCLOSURE OF INTEREST
22. HEARINGS
23. STATUTORY PUBLIC HEARINGS
24. RECONSIDERATION OF BYLAWS
25. QUESTION AND ANSWER PERIOD
26. ADJOURNMENT

REGULAR COUNCIL

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

March 10, 2025, 1:30 p.m.
Council Chambers of City Hall
500 – 2 Avenue NE, Salmon Arm, BC

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

ABSENT: Councillor D. Cannon

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer P. Gramiak
Director of Planning and Community Services G. Buxton
Sr. Manager of HR & Communications H. Flinkman
Manager of Planning & Building M. Smyrl
Corporate Officer R. West
Deputy Corporate Officer B. Puddifant

Other Staff Present: Planner A. Jeffrey; Planner M. Paiement; City Engineer J. Wilson

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Lavery

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; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the *Community Charter*, Council move In-Camera.

Carried Unanimously

PUBLIC SESSION STARTS AT 2:30 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.

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 Lindgren
Seconded by: Councillor Gonella

THAT: the Agenda be adopted as presented.

Carried Unanimously

5. DISCLOSURE OF INTEREST

Councillor Gonella declared a conflict of interest relating to Item 9.2 - ALC Application ID: 101858 and Items 10.2 and 10.3 - Zoning Amendment Bylaws No. 4696 and 4697- as the agent/applicant is a sponsor of his employer Salmon Arm Folk Music Society.

Councillor Gonella declared a conflict of interest relating to Item 14.1 - Downtown Salmon Arm Year-End Presentation - as Downtown Salmon Arm is a sponsor and project partner with his employer, Salmon Arm Folk Music Society.

Councillor Flynn declared a conflict of interest relating to Item 9.2 - ALC Application ID: 101858 and Items 10.2 and 10.3 - Zoning Amendment Bylaws No. 4696 and 4697- as the agent/applicant is a client of his firm.

6. CONFIRMATION OF MINUTES

6.1 Regular Council Meeting Minutes of February 24, 2025

Moved by: Councillor Gonella
Seconded by: Councillor Flynn

THAT: the Regular Council Meeting Minutes of February 24, 2025 be adopted as circulated.

Carried Unanimously

7. COMMITTEE REPORTS

7.1 Development and Planning Services Committee Meeting Minutes of March 3, 2025

7.2 Community Heritage Commission Meeting Minutes of March 3, 2025

7.3 Active Transportation Advisory Committee Meeting Minutes of March 3, 2025

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

For information.

9. STAFF REPORTS

9.1 Development Permit Application No. DP-461

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023

Civic: 811 28 Street NE

Owner: 1514000 BC LTD.

Agent: Crowne Pacific Development Corp. (B. Giese)

Moved by: Councillor Lindgren

Seconded by: Councillor Flynn

THAT: Development Permit No. 461 be authorized for issuance for that part of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 (811 28 Street NE) in accordance with Appendix 7 attached to the Staff Report dated March 3, 2025;

AND THAT: issuance of Development Permit No. 461 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan.

Carried Unanimously

9.2 Agricultural Land Commission Non-Farm Use File No.427 / ALC Application ID: 101858

Legal: Lot 2, Section 19, Township 20, Range 9, W6M KDYD, Plan EPP95531

Civic: 3181 11 Avenue NE

Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu

Agent: Brad DeMille

Councillors Gonella and Flynn declared a conflict and left the meeting at 2:42 p.m.

Moved by: Councillor Lavery

Seconded by: Councillor Wallace Richmond

THAT: Council recommend that Agricultural Land Commission Application No. 427 be authorized for submission to the Agricultural Land Commission for consideration.

Amendment:

Moved by: Councillor Lavery

Seconded by: Councillor Lindgren

THAT: the motion be amended by stating that Council *strongly* recommends that Agricultural Land Commission Application No. 427 be authorized for submission to the Agricultural Land Commission for consideration.

Carried Unanimously

Moved by: Councillor Lavery

Seconded by: Councillor Wallace Richmond

THAT: Council strongly recommends that Agricultural Land Commission Application No. 427 be authorized for submission to the Agricultural Land Commission for consideration.

Carried Unanimously

9.3 City of Salmon Arm Community Heritage Register

Proposed Additions

Councillors Gonella and Flynn returned to the meeting at 2:48 p.m.

Moved by: Councillor Gonella

Seconded by: Councillor Wallace Richmond

THAT: Council authorize the addition of the following to the Community Heritage Register:

1. A.D. Meek Filling Station (751 Highway 97B NE);
2. Broadview School (751 Highway 97B NE);
3. Chinese Cook House (751 Highway 97B NE);
4. J. Pearson Shaw Log Cabin (751 Highway 97B NE);
5. Laitinen Log House (751 Highway 97B NE);
6. Old Enderby Road (751 Highway 97B NE);
7. Peterson Barn (751 Highway 97B NE);
8. Pidhirney House (751 Highway 97B NE);
9. Queest Lookout Tower (751 Highway 97B NE); and
10. Valley Methodist Church (751 Highway 97B NE).

Carried Unanimously

9.4 City Engineer – Subdivision and Development Servicing Bylaw Amendment No. 4698

Moved by: Councillor Wallace Richmond

Seconded by: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Subdivision and Development Services Amendment Bylaw No. 4698 be read a first, second and third time.

Opposed (2): Councillor Lavery, and Councillor Lindgren

Carried

10. INTRODUCTION OF BYLAWS

10.1 Zoning Amendment Bylaw No. 4692

Zoning Amendment Application ZON-1304
Legal: Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
Civic: 1400 12 Avenue SE
Owner: F. & J. Noort
Agent: P. Warburton

Moved by: Councillor Flynn
Seconded by: Councillor Gonella

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4692 be read a first, second and third time.

Carried Unanimously

10.2 Zoning Amendment Bylaw No. 4697

CD-24 - Comprehensive Development Zone 24
Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531
Civic: 3181 11 Avenue NE
Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu
Agent: Brad DeMille

Councillors Gonella and Flynn declared a conflict and left the meeting at 3:12 p.m.

Moved by: Councillor Lavery
Seconded by: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4697 be read a first and second time.

Carried Unanimously

10.3 Zoning Amendment Bylaw No. 4696

(see Item 10.2 for Staff Report)
A-2 (Rural Holding Zone) to CD-24 (Comprehensive Development Zone)
Legal: Lot 2, Section 19, Township 20, Range 9, W6M, KDYD, Plan EPP95531
Civic: 3181 11 Avenue NE
Owner: 1424762 BC Ltd./Brad DeMille and Harpal Sidhu
Agent: Brad DeMille

Moved by: Councillor Wallace Richmond
Seconded by: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4696 be read a first and second time;

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

- Approval of the Agricultural Land Commission Non-Farm Use application No.427/ID: 101858;
- Ministry of Transportation and Transit approval.

11. RECONSIDERATION OF BYLAWS

12. CORRESPONDENCE

12.1 Informational Correspondence

Councillor Flynn returned to the meeting at 3:18 p.m.

12.1.3 J. Bellhouse, Executive Director, Shuswap Trail Alliance - letter dated February 28, 2025

Request for Support - West Bay Connector Trail Detailed Design and Construction

Moved by: Councillor Lindgren

Seconded by: Councillor Wallace Richmond

THAT: Council provide a letter of support for the Shuswap Trail Alliance (in conjunction with the Adams Lake Band) and its application to the Federal Active Transportation Grant Infrastructure Indigenous Stream to secure funding for the West Bay Connector Trail detailed design and construction indicating that there are leverageable funds available from the City of Salmon Arm in the amount of \$500,000 that will be utilized in conjunction with the Active Transportation funds to complete the West Bay Trail final design and construction.

13. NEW BUSINESS

The meeting recessed at 3:34 p.m.

The meeting reconvened at 3:41 p.m.

14. PRESENTATIONS

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

J. Broadwell, Manager, Downtown Salmon Arm - Year End Presentation

J. Broadwell, Manager and J. Gaudreau, Chair, Downtown Salmon Arm, provided an overview of the 2024 Year End Report and 2025 Budget and were available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

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

20. QUESTION AND ANSWER PERIOD

Moved by: Councillor Flynn

Seconded by: Councillor Lavery

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; (d) the security of the property of the municipality; (g) litigation or potential litigation affecting the municipality; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the Community Charter, Council move In-Camera.

Carried Unanimously

21. DISCLOSURE OF INTEREST

22. HEARINGS

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 4:51 p.m.

CORPORATE OFFICER

MAYOR, A. HARRISON

REGULAR COUNCIL

Minutes of the City of Salmon Arm Parcel Tax Roll Review Panel

March 10, 2025, 5:00 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 S. Lindgren
Councillor D. Gonella

ABSENT: Councillor L. Wallace Richmond
Councillor D. Cannon

STAFF PRESENT: Chief Administrative Officer E. Jackson
Chief Financial Officer P. Gramiak
Corporate Officer R. West

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 5:01 p.m.

2. PARCEL TAX ROLL REVIEW PANEL FOR 73 AVENUE WATERMAIN EXTENSION PARCEL TAX - APPEALS

2.1 Authentication of 2025 73 Avenue Watermain Extension Parcel Tax Assessment Roll

The Chief Financial Officer addressed the Panel advising that no appeals had been received.

Mayor Harrison called for input from the public.

Moved by: Councillor Gonella

Seconded by: Councillor Lavery

THAT: this 73 Avenue Watermain Extension Parcel Tax Assessment Roll, comprised of 6 parcels, is hereby confirmed by the Parcel Tax Roll Review Panel of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the 73 Avenue Watermain Extension Parcel Tax Assessment Roll.

Carried Unanimously

3. ADJOURNMENT

The meeting adjourned at 5:03 p.m.

4. CALL TO ORDER

Mayor Harrison called the meeting to order at 5:03 p.m.

5. PARCEL TAX ROLL REVIEW PANEL FOR TRANSPORTATION PARCEL TAX - APPEALS

5.1 Authentication of 2025 Transportation Parcel Tax Assessment Roll

The Chief Financial Officer addressed the Panel advising that no appeals had been received.

Mayor Harrison called for input from the public.

Moved by: Councillor Lindgren

Seconded by: Councillor Flynn

THAT: this Transportation Parcel Tax Assessment Roll, comprised of 8,261 parcels, is hereby confirmed by the Parcel Tax Roll Review Panel of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the Transportation Parcel Tax Assessment Roll.

Carried Unanimously

6. ADJOURNMENT

The meeting adjourned at 5:04 p.m.

7. CALL TO ORDER

Mayor Harrison called the meeting to order at 5:04 p.m.

8. PARCEL TAX ROLL REVIEW PANEL FOR WATER AND SEWER - APPEALS

8.1 Authentication of 2025 Water and Sewer Frontage Tax Assessment Roll

The Chief Financial Officer addressed the Panel advising that no appeals had been received.

Mayor Harrison called for input from the public.

Moved by: Councillor Gonella

Seconded by: Councillor Lavery

THAT: this frontage tax assessment roll, comprised of 7,546 properties for water and 6,608 for sewer, and representing a total taxable frontage of 726,600 feet for water and 511,826 feet for sewer, is hereby confirmed by the Parcel Tax Roll Review Panel of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the frontage tax assessment roll for Water and Sewer.

Carried Unanimously

9. ADJOURNMENT

The meeting adjourned at 5:05 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

March 17, 2025, 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 D. Cannon
Councillor S. Lindgren
Councillor D. Gonella

ABSENT: Councillor L. Wallace Richmond

STAFF PRESENT: Chief Administrative Officer E. Jackson
Director of Planning & Community Services G. Buxton
Manager of Planning & Building M. Smyrl
Planner A. Jeffrey
Deputy Corporate Officer B. Puddifant
Corporate Officer R. West

Other Staff present: D. Gerow, Manager of Roads & Parks, H. Flinkman, Senior Manager of HR & Communications

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 Lindgren

THAT: the Agenda be adopted as presented.

Carried Unanimously

4. APPROVAL OF MINUTES

Moved by: Councillor Gonella

Seconded by: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of March 3, 2025 be approved.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. REPORTS

6.1 Development Permit Application No. 464

Legal: Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896

Civic: 621 10 Street SW

Owner: Bartle & Gibson Co. Ltd.

Agent: Angus Neufeld / Sash Developments Ltd.

A. Neufeld, Sash Developments Ltd., the agent, outlined the application and was available to answer questions from the Committee.

M. Lower, Bartle & Gibson Co. Ltd., was available to answer questions from the Committee.

Moved by: Councillor Flynn

Seconded by: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. 464 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896 (621 10 Street SW) in accordance with drawings attached as Appendix 7 in the staff report dated March 17, 2025;

AND THAT: Issuance of Development Permit No. 464 be withheld subject to receipt of an Irrevocable Letter of Credit in the amount of 125% of the Estimate for landscaping.

Carried Unanimously

7. FOR INFORMATION

7.1 Issuance of Development Permits - Procedure

For Information.

7.2 Official Community Plan Update (Phase 4)

For Information.

8. IN-CAMERA

9. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 9:20 a.m.

MAYOR, A. HARRISON

AGRICULTURAL ADVISORY COMMITTEE

Minutes of a Meeting of the Agricultural Advisory Committee

March 12, 2025, 3:30 p.m.
Room 100
500 2 Avenue NE, Salmon Arm, BC

MEMBERS PRESENT: Councillor David Gonella, Chair; S. Syme; S. Nicholls; M Schroeder; J. Hanna; M. Bennett;
Other Staff Present: Manager of Planning & Building M. Smyrl; Planner A. Jeffery; Director of Planning and Community Services G. Buxton

1. CALL TO ORDER

Chair Gonella called the meeting to order at 3:29 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. ADOPTION OF AGENDA

Moved by: J. Hanna

Seconded by: S. Syme

THAT: the Agenda be adopted as presented.

Carried Unanimously

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

6.1 Agricultural Advisory Committee Meeting Minutes of February 12, 2025

Moved by: S. Syme

Seconded by: S. Nicholls

THAT: the Agricultural Advisory Committee Meeting Minutes of February 12, 2025 be adopted as circulated.

Carried Unanimously

7. PRESENTATIONS

8. NEW BUSINESS

8.1 ALC Application - ALC-430

ALC ID:101309
4670 30 Avenue NE
Owner: den Biesen

Staff presented the application proposal. The applicant, B. den Biesen, presented the application details. Committee members discussed and asked questions of staff and the applicant. Concerns were raised with regard to development in Agricultural Areas and this type of infill is problematic. Committee members asked the applicant questions regarding possibilities to improving access to areas with bridges. They also asked for history of farming practices.

Moved by: J. Hanna
Seconded by: S. Syme

THAT: The AAC does not support application ALC-430.

Carried
(one opposed)

8.2 AAC - New Member

Advertising Mid March to April

Staff encouraged Committee Members to recruit.

8.3 Letter Referred by Council for comment

Committee Members discussed the letter and raised concerns about residential development on agricultural land and urban servicing in agricultural areas. Committee Members did not support increasing the number of residential units in ALR areas.

9. OTHER BUSINESS

9.1 Climate Resiliency Plan Steering Committee

Seeking Volunteer Member

S. Syme volunteered to apply for the AAC position on this Steering Committee.

10. ROUNDTABLE UPDATES

10.1 Ministry of Agriculture - Projects and Grants (staff)

No update provided.

10.2 ALC Application Update (staff)

No update provided.

10.3 Committee Member Update

Committee members provided an update. Mike Schroeder has been meeting with Salmon Arm Economic Development Society (SAEDS) in the formation of a Farmer's Institute, progress is being made.

11. NEXT MEETING

The next meeting of the Agricultural Advisory Committee is scheduled for April 9, 2025.

12. ADJOURNMENT

There being no further business on the agenda, the meeting adjourned at 4:30 p.m.

CHAIR



REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Development Permit Application No.464

Legal: Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896
Civic: 621 10 Street SW
Owner: Bartle & Gibson Co. Ltd.
Agent: Angus Neufeld / Sash Developments Ltd.

Date: March 17, 2025

Executive Summary/Purpose:

The proposal is for the construction of a one (1) story, 1,892.7m² (20,372.5ft²) commercial building subject to the Highway Service / Tourist Commercial Development Permit Guidelines of the Official Community Plan (OCP).

Motion for Consideration:

THAT: Development Permit No. 464 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP136896 (621 10 Street SW) in accordance with drawings attached as Appendix 7 in the staff report dated March 17, 2025;

AND THAT: Issuance of Development Permit No. 464 be withheld subject to receipt of an Irrevocable Letter of Credit in the amount of 125% of the Estimate for landscaping.

Staff Recommendation:

Staff recommend issuance of Development Permit No.464.

Proposal:

The proposal is for the construction of a one (1) story, 1,892.7m² (20,372.5ft²) commercial building.

Background:

The subject property is located at 621 10 Street SW (Appendix 1 & 2). The subject property is zoned C-3 (Service Commercial Zone), and is subject to the Highway Service / Tourist Commercial Development Permit area guidelines of the OCP. See attached Appendixes 3 & 4.

Adjacent land uses include the following:

North:	Commercial/ (Ashley Furniture)	Zoned C-3
South:	Commercial/ (Canadian Tire)	Zoned C-7

East:	Residential	Zoned R-14/R-10/R-5
West:	Commercial (Empty Lot)	Zoned C-3

The proposed commercial building is comprised of a 404.6m² of retail area, with the remaining 1,488.2 m² being warehousing, showroom, and wholesale area. The intended use of the building is wholesaling and retailing of building supplies for new construction and home improvement/maintenance projects (Appendix 5). Site photos taken February 28, 2025, of the subject property are attached as Appendix 6. There are no variances associated with this proposal.

Relevant Policy(ies):

The proposed development is subject to the guidelines of the Highway Service/Tourist Commercial 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 one (1) story building will be 9.8m (32.1 ft) in height with a total area of 1,892.7 m² (20,372.5 ft²). The floor area will be split into two separate uses. The retail area will comprise of 404.6 m², (4355 ft²) with the remaining 1,488.2 m² (16,018.9 ft²) being warehousing and wholesale area. The site plan and landscape plan are combined in Appendix 7.

The site and design of the new building being proposed is compatible with the form and character of the surrounding buildings (OCP Policy 9.6.9). While somewhat simple, the building design is reasonably featured and articulated including geometric triangular mountain graphics along the façade to provide visual interest (OCP 9.6.11).

The proposal addresses the safety and security of business and customers by providing lighting where necessary (OCP 9.6.12).

Landscape and Screening

The applicant has been working with staff to address the landscaping, adjusting their proposal to create additional landscaping in the north east corner of the site (OCP 9.6.22).

A total of 10 trees will be planted along 10 Street SW (front property line) (OCP 9.6.28). The storage yard is screened by the increased landscaping as well as a solid gate, maintaining a pleasant front view of the building (OCP 9.6.30). One tree along the north property line will also provide visual screening (OCP 9.6.31). The landscaping plan is attached as Appendix 7. Staff has received a landscaping estimate, and the applicant will be required to submit an Irrevocable Letter of Credit in the amount of 125% of the estimate.

Access, Circulation, and Parking Area

There are a total of 24 parking stalls proposed, meeting the requirement of 1 per 24 m² of retail floor area, and 1 per 2 employees of warehouse and wholesale uses. Parking stalls will be hard surfaced and are broken up by landscaping.

All exterior lights are dark sky compliant. Lighting is designed to minimize glare and overspill into adjacent properties and into the sky (OCP 9.6.41).

The subject property shares access from the municipal roadway with the adjacent parcels. This design limits points of access to municipal roadways and encourages shared parking with the adjacent commercial businesses. (OCP 9.6.38).

Referral Comments:

Fire Department

No concerns. The applicant has worked with the Fire Department to ensure that safety standards are met, specifically regarding gate width and the placement of garbage/recycling bins, to facilitate fire truck access to the west and north sides of the building.

Building Department

No concerns.

Engineering Department

No concerns. The property is fully serviced.

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, including parking lot design, underground utility locations, storm and sanitary drainage, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

Design Review Panel

The Design Review Panel supports the application as presented. The minutes from the Design Review Panel meeting are attached as Appendix 8.

Planning Department

In the opinion of staff, the proposal reasonably aligns with the Highway Service/Tourist Commercial 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 commercial rate (\$34.65/m² or 3.22/ft²).

Committee Recommendations:

N/A

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 that Council will be considering the issuance of the Development Permit. It is expected that Council will be considering the issuance of the Development Permit at the March 24, 2025 Regular Council Meeting beginning at 2:30 p.m.

Alternatives & Implications:

N/A

Prepared by: Planner I

Reviewed by: Manager of Planning & Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

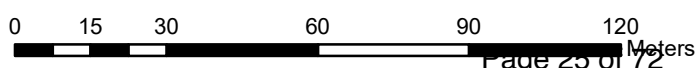
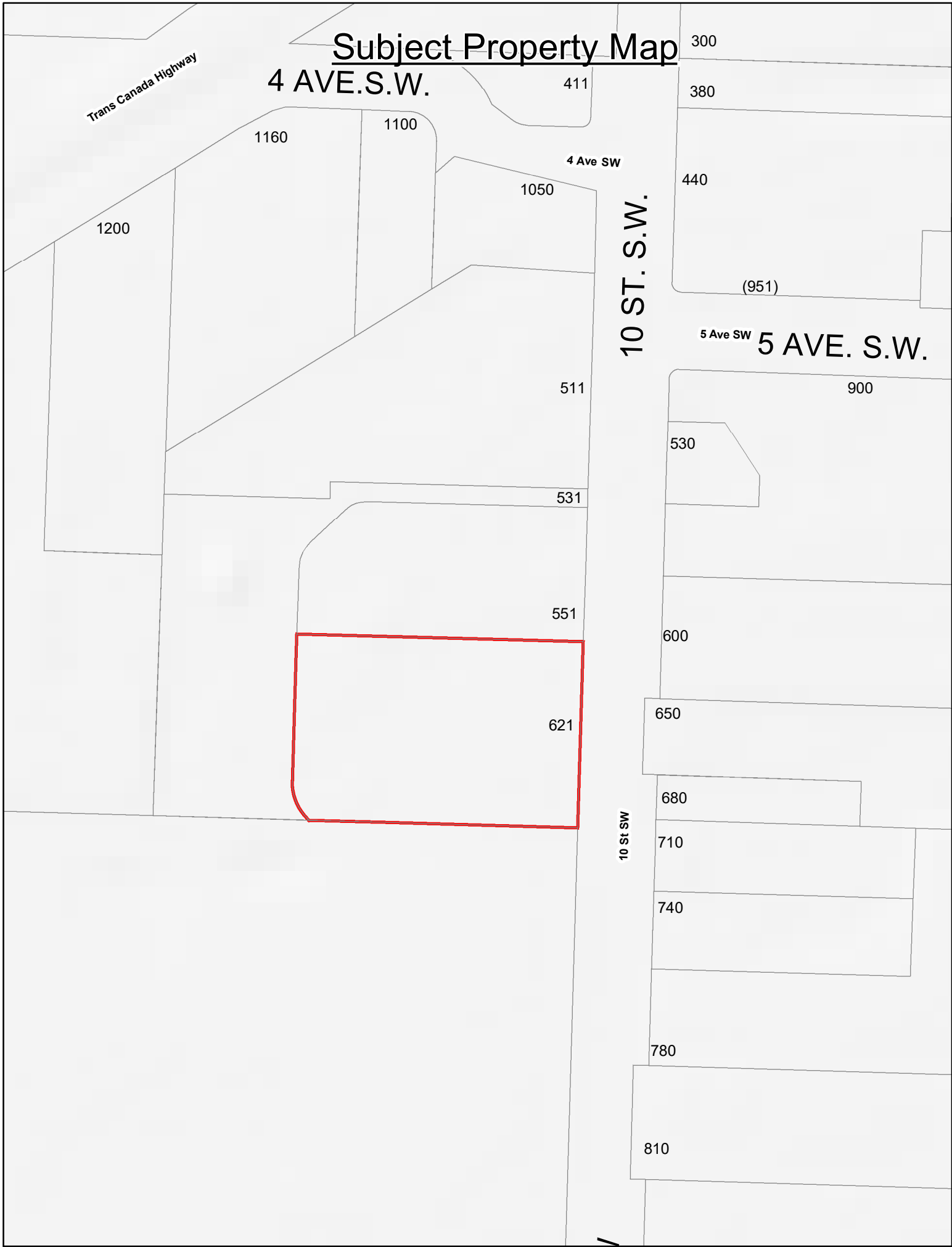
Attachments:

- Appendix 1 – Subject Property Map
- Appendix 2 – Ortho Maps
- Appendix 3 – OCP Map
- Appendix 4 – Zoning Map
- Appendix 5 – Letter of Intent
- Appendix 6 – Site Photos
- Appendix 7 – Site and Landscape Plans
- Appendix 8 – DRP minutes

Subject Property Map

4 AVE. S.W.

Trans Canada Highway



Legend

- Parcels
- Subject Property

Ortho Map

4 AVE. S.W.

Trans Canada Highway

4 Ave SW

10 ST. S.W.

5 Ave SW

5 AVE. S.W.



1200

1160

1100

411

300

380

1050

440

(951)

511

900

530

531

551

600

621

650

680

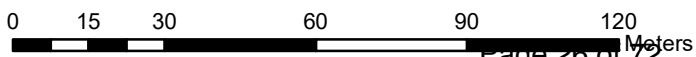
710

740

780

810

10 St SW



Legend



Parcels



Subject Property

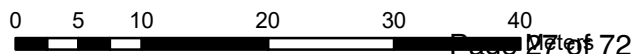
Ortho Map

531

551

621

10 St SW

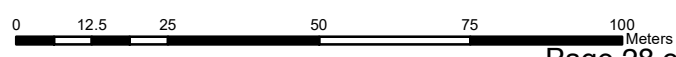
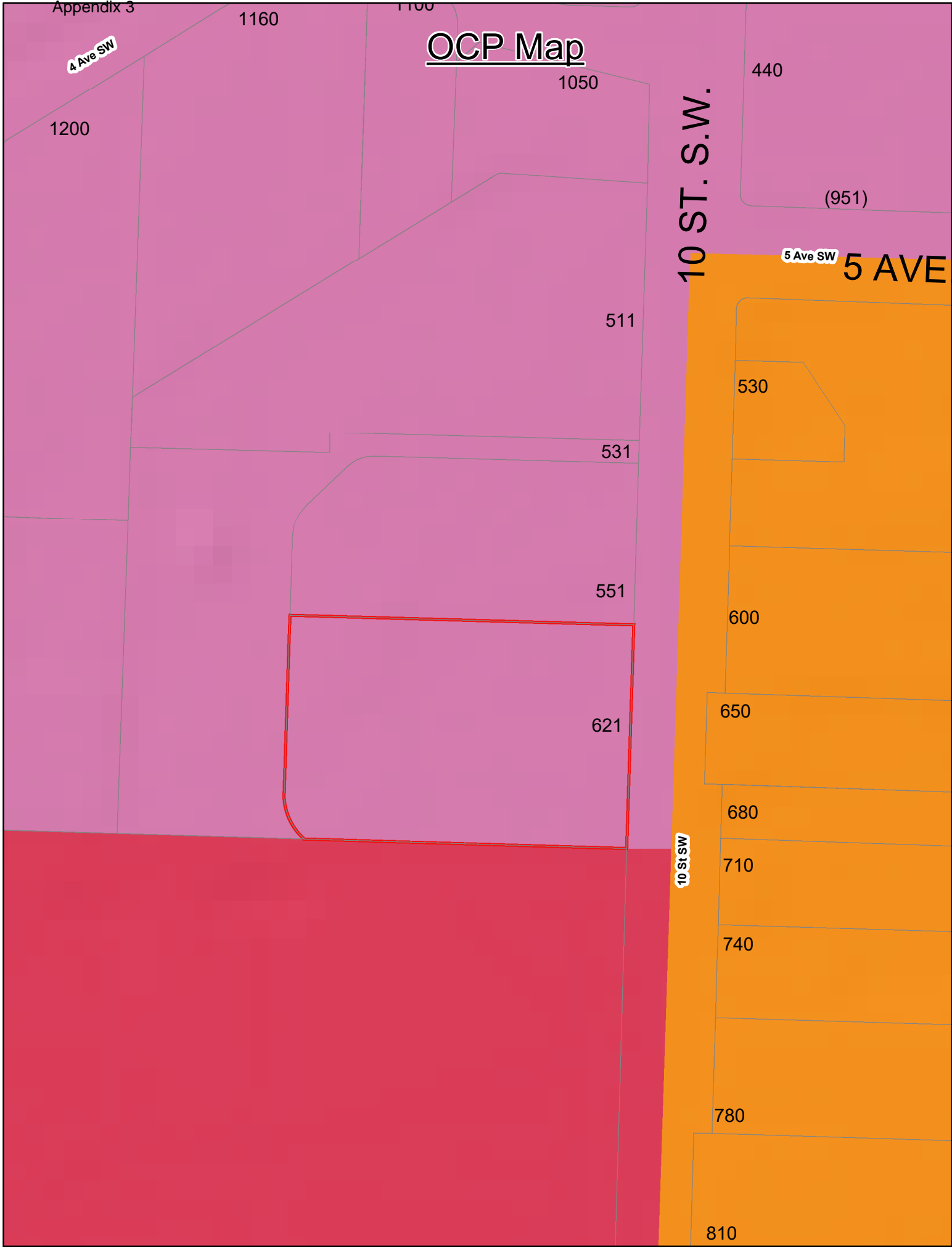


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Legend

- Parcels
- Subject Property

OCP Map



Legend	
	Parcels
	Subject Property
	Residential - High Density
	Commercial - Highway Service / Tourist
	Commercial - City Centre

1160

1100

Zoning Map

1050

440

(951)

1200

4 Ave SW

10 ST. S.W.

5 Ave SW

5 AVE

511

530

531

551

600

621

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680

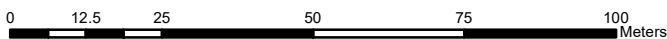
710

740

780

810

10 St SW



Legend

- Parcels
- Subject Property
- C-3
- C-7
- CD-1
- R-5
- R-10
- R-14

December 19, 2024

Mr. Chris Larson
Senior Planner
City of Salmon Arm
500 – 2nd Avenue NE
Salmon Arm BC V1E 4N2

**Re: Development Permit Letter of Intent for the
New Bartle & Gibson Building Supply Facility
621 10th Street SW
Salmon Arm, BC**

Dear Mr. Larson:

As per our discussion, we are pleased to submit our plans and documents for the new Bartle & Gibson Building Supply facility located at 621 10th Street SW in Salmon Arm.

After several calls and meetings with you and Melinda we feel that the proposed building complies with all of the criteria and requirements as described in the City of Salmon Arm land use bylaw.

Our building will supply plumbers, electricians and the general public with building supplies for their new construction projects. We have taken steps to present a building that works and fits with the neighboring buildings located on 10th Street SW. The graphics are intended to provide visual interest for customers and the general public. The landscaping along the East side of the project is tasteful and ties into the existing landscaping to the North of our site. Based upon initial feedback from the planning department we have increased the landscaping at the NE corner of the site. In conjunction with the increased landscaping, we have proposed a solid clad gate for the entrance to the storage area of the site. This gate will remain closed for the majority of the day, meaning that the North Eastern area of the site will be visually pleasing to look at when it is not servicing customers.

All lighting for the site will be dark sky compliant. It is our objective to provide lighting where it is necessary to insure that staff and visitors have a safe environment. Our lighting is intended to be kept close to the building and not to wash out of the property lines.

I would like to take this time to thank you for reviewing this letter and our application. If you have any questions, please do not hesitate to contact me on at **403-608-8107** or via email **angus@sashdevelopments.ca**.

Sincerely,

Angus Neufeld



1. View from the northeast corner of the subject property facing south. 10 Street SW on the left.



2. View from the southeast corner of the subject property, facing north. 10 Street SW on the right.



3. View from the southeast corner, facing west.



4. View from the northeast corner facing west.



5. View from the southwest corner, facing east, towards the front property line and 10 Street SW.



6. View from the southwest corner of the property, facing north.



7. View from the rear/west property line, facing east.

BYLAW REVIEW

ZONING INFORMATION:			
MUNICIPALITY:	SALMON ARM		
LAND USE PLAN:	WARE HOUSE AND SALES OFFICE		
BUILDING USE:	C-3 SERVICE COMMERCIAL ZONE		
LAND ZONING:	PERMITTED		
PERMITTED USE:	PERMITTED		

SITE SIZE AND COVERAGE: PART 17.6 - 17.7

REQUIREMENT	PROVIDED	RELAX.
MIN. PARCEL FRONTAGE (WIDTH)	15.0 M	59.9 M
MIN. PARCEL AREA	463.8 SqM	5479.2 SqM
MAX. SITE COVERAGE	AS PER DEV. AUTH.	35 %

BUILDING SIZE: PART 17.4

REQUIREMENT	PROVIDED	RELAX.
MAX. HEIGHT	10.0 M	9.8 M
MAX. NO. OF STOREYS	AS PER DEV. AUTH.	1

BUILDING LOCATION AND SETBACKS: PART 17.8

REQUIREMENT	PROVIDED	RELAX.
MIN. FRONT YARD (EAST)	6.0 M	23.3 M
MIN. REAR YARD (WEST)	3.0 M	9.3 M
SIDE YARD (EAST/SIDE) (NORTH)	1.0 M	17.8 M
SIDE YARD (EAST/SIDE) (SOUTH)	1.0 M	4.0 M

PARKING TABLE A1-1

REQUIREMENT	PROVIDED	RELAX.
WARDHOUSING AND WHOLESALE USES		
1.0 per 2 EMPLOYEES	5	-
NETAL STALLS		
90x6 SqM	16.0	-
1.5m F&S SEPT OF NETAL AREA		
TOTAL PARKING STALLS	21.0 (22)	24
0.5% WARDHOUSING (E) STALLS		
BARRIER-FREE STALLS	1	2
3.0 M (W) x 5.5 M (L)		

PARKING NOTES:

- MINIMUM PARKING STALL SIZE = 2.6 M (W) x 5.8 M (L)
- MINIMUM DRIVE LANE WIDTH = 2.0 M (2.4 M)

LOADING TABLE A1-2

REQUIREMENT	PROVIDED	RELAX.
LOADING ZONE (E) DISTRICT		
MIN. # (1) x 3.7 M (W) x 3.7 M (D)	2	2
1.5m SEP. ASH - 2000 SqM BUILDING		

LANDSCAPING: APP 10

REQUIREMENT	PROVIDED	RELAX.
% OF FRONT YARD	AS PER DEV. AUTH.	5.6 %
AREA OF SITE	AS PER DEV. AUTH.	307.4 SqM

NOTES:

- ALL EXTERIOR SITE WALL MOUNTED LIGHTING TO BE DARK SKY COMPLIANT.

LEGAL DESCRIPTION

LEGAL ADDRESS

LOT: A PLAN: EPP136896

CIVIC ADDRESS

ADDRESS: 621 - 10TH STREET SOUTHWEST

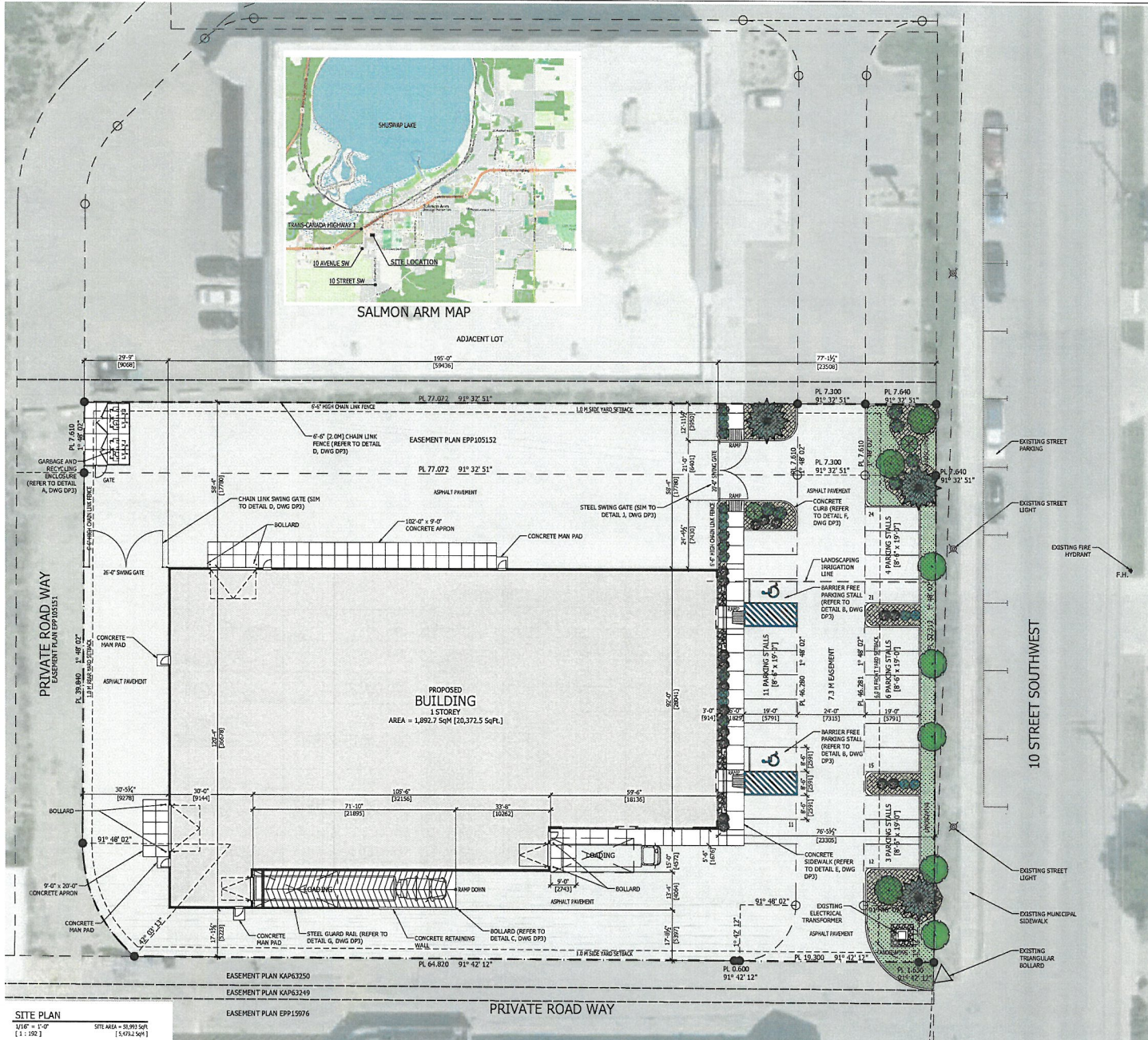
MUNICIPALITY: SALMON ARM

PROVINCE: BRITISH COLUMBIA

SEC. 15 TWP. 20 RGE. 10 W6M

DRAWING SHEET LIST

SHEET NO.	DESCRIPTION
DP1	SITE AND LANDSCAPING PLAN
DP2	LANDSCAPING AND VEHICLE PATHING PLAN
DP3	SITE DETAILS
DP4	MAIN FLOOR PLAN
DP5	BUILDING ELEVATIONS



SITE PLAN
 1/16" = 1'-0"
 1 : 192
 SITE AREA = 51,993 SqM
 1,547.2 SqM



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sash DEVELOPMENTS
 543 WILLOW BROOK DRIVE S.E.,
 CALGARY, ALBERTA, T2J 3J5. CH: 403.608.8107

NO.	REVISION	DATE
2	ISSUANCE (DATE FOR DEVELOPMENT PERMIT SUBMIT)	
3	ISSUANCE (DATE FOR DEVELOPMENT PERMIT SUBMIT)	
4	ISSUANCE (DATE FOR DEVELOPMENT PERMIT SUBMIT)	

NO REVISED REVISION / ISSUE

CLIENT
BARTLE & GIBSON SERVICE CENTRE

SALMON ARM
 BRITISH COLUMBIA
bartle & gibson

DRAWING TITLE
SITE AND LANDSCAPING PLAN

SCALE:	AS SHOWN	CHGD:	AN
DWN BY:	CH	APPR:	AN
DATE:	2024/1/12	FILE NO.:	

DP1 1 OF 5 PAGES



DESIGN REVIEW PANEL
February 13, 2025, 2:30 pm - Online, City Hall

Present: Aiden Poehnell (Panel Member)
Verna Burton (Panel Member)
Bill Laird (Panel Member - Chair)
Marc Lamerton (Panel Member)
Dennis Lowe (Panel Member)
Aubree Jeffrey (staff)
Chris Larson (staff)
Morgan Paiement (staff)

1. Development Permit Application No. DP-460
1231 1 Street SE – Robillard C. (BlueGreen Architecture)

The application was presented by staff and the applicant with their agent. The application was reviewed and discussed by the DRP. The DRP discussed the need for housing and snow clearing/storage. It was noted that the DRP had previously reviewed this proposal and had previously supported it.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-460.

2. Development Permit Application No. DP-461
811 28 Street NE – Crowne Pacific – B Giese (WA Architects)

The application was presented by staff and the applicant. The application was reviewed and discussed by the DRP. The DRP discussed the need for housing, snow clearing/storage and the amenity spaces. This location was noted as a gateway to the community and the design of the building is thought to offer a positive impression.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-461 as presented.

3. Development Permit Application No. DP-463
2991 9 Avenue SW – SmartCentres – B Savard (Aplin Martin)

The application was presented by staff and the applicant with their agents. The application was reviewed and discussed by the DRP. The DRP discussed the need for housing and the importance of this location

Design Review Panel – February 13, 2025 Meeting Minutes

as the west gateway to the community. Given the importance of this location as the west gateway to the community, the DRP discussed potential enhancements to the proposed design of the building to offer a more positive aesthetic impression. The DRP suggests consideration for some additional combination of features to enhance the proposed design such as:

additional building or roof features to create additional roofline articulation,
varied window treatments to further break up building massing,
enhanced or expanded entry areas to further break up building massing,
enhanced relief between balcony features to further break up building massing, or
additional use of exterior colours to further break up building massing.

The DRP is supportive of the concept subject to enhancement of the proposed building's form and character:

Panel Recommendation

THAT the DRP supports application DP-461 subject to additional enhancement to the proposed building exteriors, noting the size and scale of the proposed buildings and their location at a prominent gateway to the community.

**4. Development Permit Application No. DP-464
621 10 Street SW – Sash Developments – A Neufeld**

The application was presented by staff and the applicant. The application was reviewed and discussed by the DRP. The DRP positively noted the efforts to break up the commercial building mass with glass and exterior wall treatments, as well as landscape screening.

The DRP is supportive:

Panel Recommendation

THAT the DRP supports application DP-464 as presented.

Next meeting proposed March 13, 2025.



Endorsed on behalf of Design Review Panel



REQUEST FOR DECISION

To: Mayor Harrison & Members of Council

Title: Director of Planning and Community Services – Climate Resiliency Plan Steering Committee Appointments

Date: March 24, 2025

Motion for Consideration:

THAT: Council appoint the following individuals to the Climate Resiliency Plan Steering Committee as representatives of their respective organizations and Committees of Council:

- Laura Gaster; Jess Booth (alternate)
- Janelle Rimmell; Evan Houle (alternate)
- Julia Beatty; Mike Boudreau (alternate)
- Scott Syme
- Liz Blakeway; Claire Askew (alternate)
- Frederik Vroom
- Janet Aitken
- Diane Wittner
- Adrian Bostock; Nicole Jeans-Williams (alternate)
- Ben Van Nostrand; Martin Birse (alternate)
- Christine Jonz-Barbour; Kylv Gowriluk (alternate)
- Tara Knight
- Reg Walters
- Chelsea Vetter; Jen Broadwell (alternate)

AND THAT: Council appoint three (3) citizens-at-large members to the Climate Resiliency Plan Steering Committee.

Background:

The preparation of the Climate Resiliency Plan (CRP) requires the formation of a Steering Committee (SC) to provide expertise, guidance and strategic direction for its development and to support and influence its implementation within the community. At the February 10, 2025 Regular Council Meeting, Council approved the formation of the CRP SC and the Terms of Reference for the Committee.

The Terms of Reference identified the appointment of twenty-two (22) members from the following organizations, Committees of Council and citizens-at-large:

- One (1) member of Columbia Shuswap Invasive Species Society (CSISS)
- One (1) member from Interior Health
- One (1) member from Shuswap Climate Action Society
- One (1) member from the Environmental Advisory Committee
- One (1) member from the Agricultural Advisory Committee and/or a member representing the agricultural sector
- One (1) member from the Shuswap Food Action Society
- One (1) member from the Forestry Sector
- One (1) member from the Salmon Arm Bay Nature Enhancement Society (SABNES)
- One (1) member from the Shuswap Naturalists
- One (1) member from Shuswap Construction Industry Professionals (SCIP) or Realtor
- One (1) member from Shuswap Trail Alliance or AT Committee
- One (1) member from the Columbia Shuswap Regional District, Environmental Team
- One (1) member from the Chamber of Commerce
- One (1) member from SA Economic Development Society (SAEDS)
- One (1) member from Ministry of Transportation and Transit
- One (1) member from Shuswap Recreation Society
- One (1) member from Social Impact Advisory Committee
- One (1) member from Downtown Salmon Arm
- One (1) member from Shuswap District Arts Council
- Three (3) Citizens-At-Large; including one youth representative and one senior representative

The representative organizations and Committees have made the following nominations:

- | | |
|--|---|
| • CSISS | Laura Gaster; Jess Booth (alternate) |
| • Interior Health | Janelle Rimmell; Evan Houle (alternate) |
| • Shuswap Climate Action Society | Julia Beatty; Mike Boudreau (alternate) |
| • Agricultural Advisory Committee | Scott Syme |
| • Shuswap Food Action Society | Liz Blakeway; Claire Askew (alternate) |
| • Forestry Sector | Frederik Vroom |
| • SABNES | Janet Aitken |
| • Shuswap Naturalists | Diane Wittner |
| • Shuswap Trail Alliance | Adrian Bostock; Nicole Jeans-Williams (alternate) |
| • CSRD | Ben Van Nostrand; Martin Birse (alternate) |
| • Chamber of Commerce | Christine Jonz-Barbour; Kylv Gowriluk (alternate) |
| • Ministry of Transportation and Transit | Tara Knight (Development Officer) |
| • Shuswap Recreation Society | Reg Walters |
| • Downtown Salmon Arm | Chelsea Vetter; Jen Broadwell (alternate) |

The Environmental Advisory Committee, Social Impact Advisory Committee and Salmon Arm Economic Development Society (SAEDS) have not yet made nominations but are expected to do so.

The Shuswap Construction Industry Professionals have indicated that there are no members available to join the Committee at this time and the City has not received a response from the Shuswap District Arts Council.

Quorum for the SC can be met with the representatives already available to be appointed, so the remaining positions can be filled when the respective organizations provide their nominees. Staff will report back to Council as these nominees names are provided.

The City has received ten (10) applications for the three (3) citizen-at-large positions:

- Amy Vallarino
- Carly Foster
- Clea Roddick
- Lauren Williams
- Paul Whitfield
- Shenley Alkins
- Washington Maradza
- Jim Beckner
- Joanne Wittstock
- Evje Knutson

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
	Community Charter/LGA	X	Climate Resiliency Plan Steering Committee Terms of Reference
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

Financial Considerations:

N/A

Alternatives & Implications:

Council could refer any of the proposed appointments back to staff for more information, at its' discretion. Not appointing the proposed SC members would significantly delay the process for the CRP.

Communication:

Staff will contact the nominated members and selected citizens-at-large following Council approval to confirm appointment to the CRP SC. Those unsuccessful applicants will also be notified of Council's decision.

Prepared by: City Engineer
 Reviewed by: Director of Planning & Community Services
 Approved by: Chief Administrative Officer

Attachments: None



INFORMATION ONLY

To: Mayor & Members of Council

Title: General Manager, Shuswap Recreation Society – Recreation Centre Postal Code Data

Date: March 24, 2025

Background:

Salmon Arm Recreation has been collecting Postal Codes for the past year 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 of 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:

Facility	SASCU Recreation Centre	ROGERS Rink	Sports Fields & Courts
Activities	Public Swims, etc.	Drop-in (Public Skate, Stick & Puck, etc.)	Shuswap Youth Soccer
	Aquafit	Salmon Arm Minor Hockey	Salmon Arm Minor Baseball
	Swim Lessons	Adult Recreation Hockey	Shuswap Women’s Recreation Soccer
	Drop-in Sports (Auditorium)		Mixed Slo-Pitch
	Swim Clubs		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 sample size of postal codes was collected to deliver an accurate representation. In addition, it should be noted that collections have decreased in the past few months.

SASCU Recreation Centre:

The SASCU Recreation Centre location data from February 2024 to March 2025 is represented in **Figure 1**. This chart represents the regional distribution of 19,654 user postal codes.

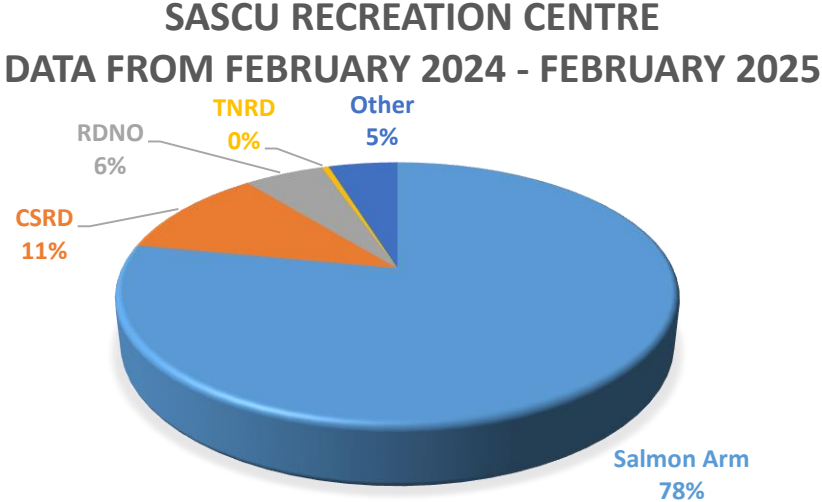


Figure 1: SASCU Rec Centre Users by Location (Feb '24 – March '25)

SASCU Recreation Centre user data is further broken down into each Area of the CSRD and other areas in **Figure 2**. This chart represents a total count of 4,323 postal codes.

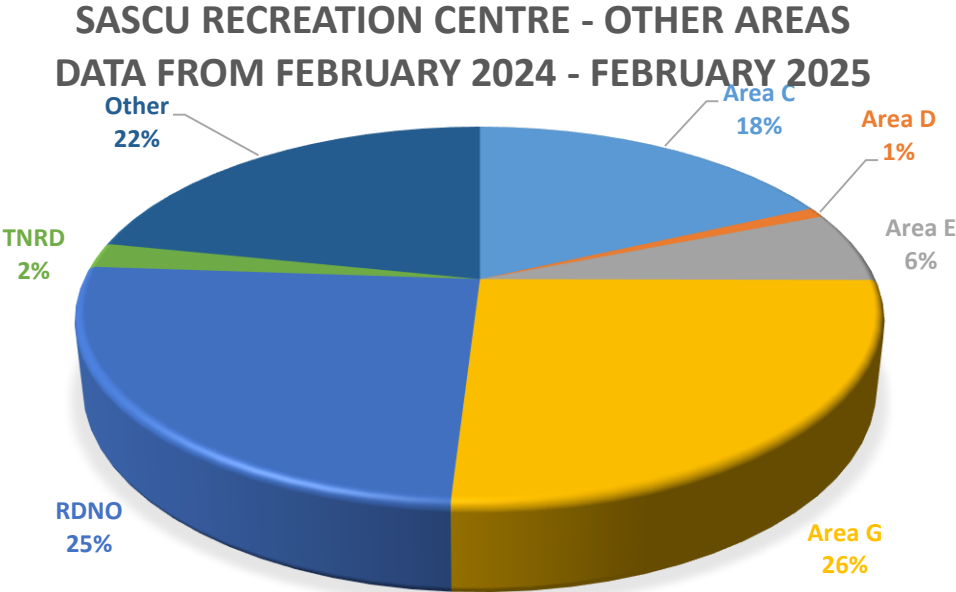


Figure 2: SASCU Rec Centre Users by Location with Regional Area breakdown (Feb '24 – March '25)

ROGERS Rink:

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

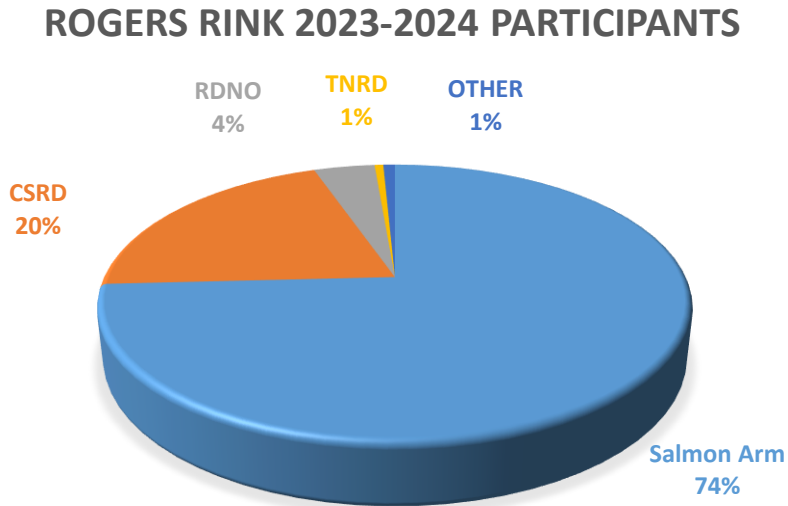


Figure 3: Rogers Rink – 2023/24 Users by location

ROGERS Rink user data is further broken down into each Area of the CSRD and others in **Figure 4**. This chart also represents a total count of 407 postal codes.

ROGERS RINK - 2023-24 PARTICIPANTS, OTHER AREAS

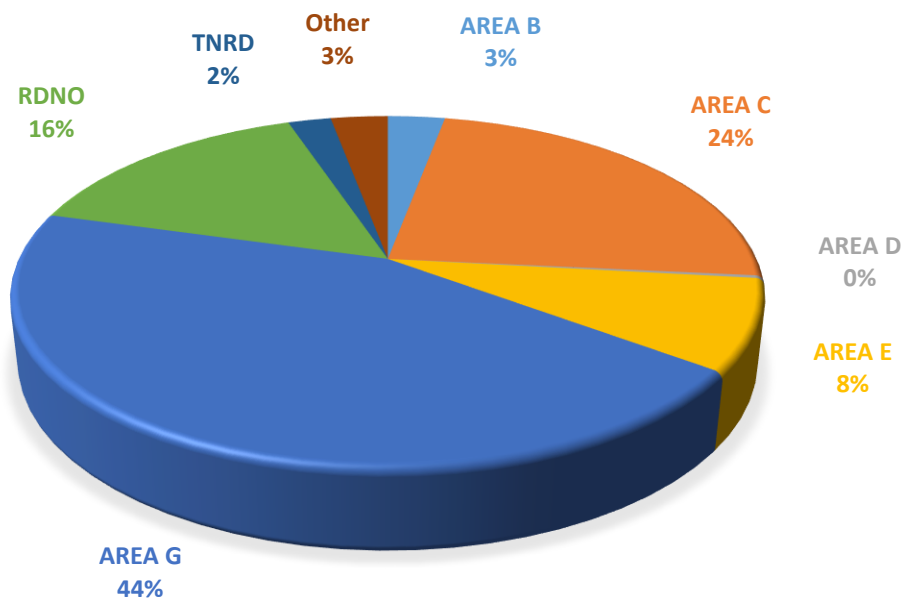


Figure 4: Rogers Rink – 2023/24 Users by location within Regional Area breakdown

Sports Fields & Court Users:

The sports fields and courts user postal code data include 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 5**. This figure represents a total count of 2,302 postal codes.

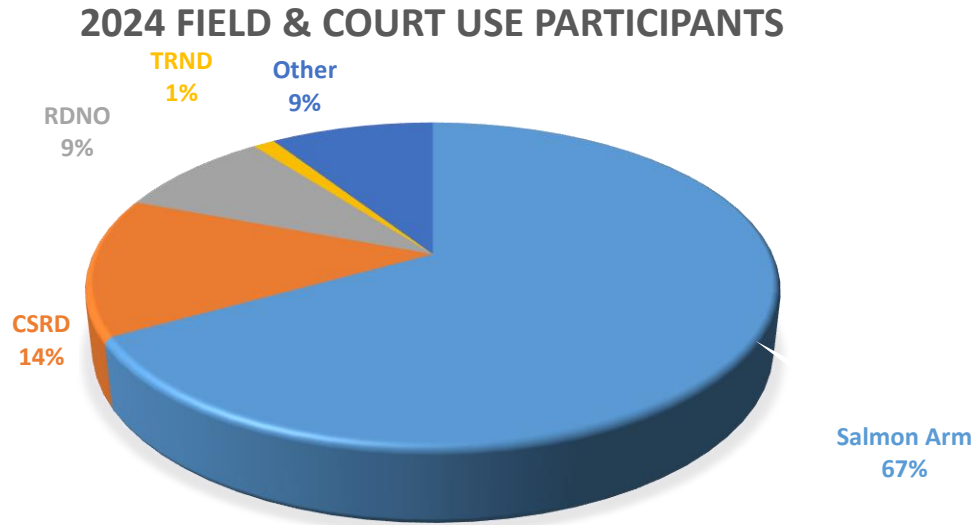


Figure 5: 2024 Field and Court Users by location

Sports fields and court user data is further broken down into each Area of the CSRD and others in **Figure 6**. This chart also represents a total count of 762 postal codes.

2024 FIELD & COURT USE PARTICIPANTS , CSRD AREA AND OTHERS

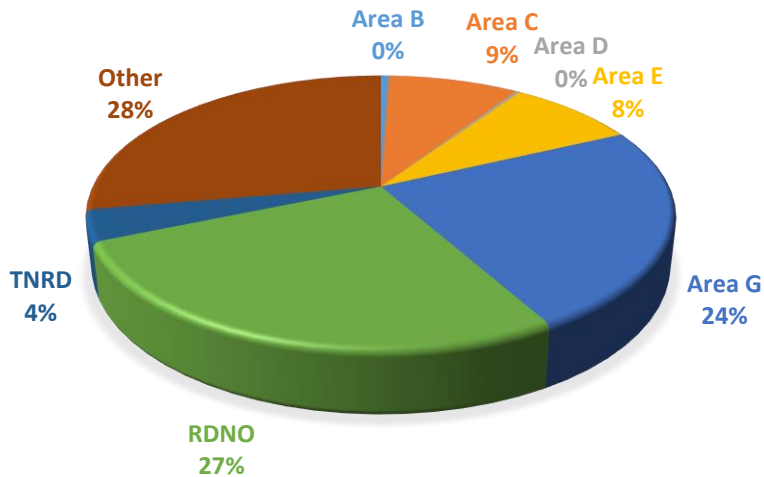


Figure 6: 2024 Field and Court Users by location within Regional Area breakdown

Financial Considerations:

None

Alternatives & Implications:

Information only – no motion required.

Communication:

As of the end of February, 2025, staff have ceased collections of postal codes.

Attachments:

- None



To: Mayor & Members of Council

Title: General Manager, Shuswap Recreation Society - Canada Day Celebration Festival Proposal

Date: March 24, 2025

Motion for Consideration:

THAT: Council authorize a contribution of up to \$10,000 to the Shuswap Recreation Society for hosting a Canada Day Festival at ROGERS Rink and SASCU Recreation Centre.

Background:

The Shuswap Recreation Society (SRS) recognizes the absence of a family-friendly Canada Day festival in the city, and with the five-year hiatus and the discontinuation of the Canada Day Children's Festival, we are eager to explore opportunities to reunite the community for this occasion. Our goal is to host an event that brings together citizens of all ages and backgrounds in a vibrant and inclusive celebration.

We would propose to host the event at the ROGERS Rink and SASCU Recreation Centre locations, utilizing both the facilities and sections of the parking lots. The initial plans proposed are as follows but as we are very early in planning are subject to change.

Activity	Time	Details
Ball Hockey Tournament (\$)	8:00am – 8:00pm	Pre-register team only Youth and Adult divisions Concession availability
Farmer/Artisan Market	10:00am – 4:00pm	40 local vendors RCMP K9 Unit SAFD BC Ambulance Salmon Arm Silverbacks
Family-Friendly Fun Zone	11:00am – 3:00pm	Bouncy Castles & Inflatables Face Painting Ball Hockey with Silverbacks Laser tag drop-in
Food Trucks (\$)	11:00am – 4:00pm	Designated eating area
Music/DJ	10:00am – 4:00pm	
Show & Shine	12:00pm – 2:00pm	

*(\$) – Additional costs to user

Financial Considerations:

A proposed budget has been received by staff, and without any sponsorship support at this time, we are anticipating costs between \$7,000 to \$10,000. With councils support we can start placing deposits and confirming activities.

The 2025 budget includes the amount of \$14,000 from the 'Canada Day Celebrations' reserve, for Canada Day celebration activities.

Alternatives & Implications:

A ball hockey tournament was held on Canada Day in 2024 and viewed as well attended for the initial attempt and short notice of planning. We would like to build on this tournament from last year, including a festival for everyone, with the hopes of it growing in future years.

Communication:

We would propose to advertise through social media and ask that the City assist with sharing and posting information.

Attachments:

None

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

CITY OF SALMON ARM

BYLAW NO. 4692

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

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

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

Rezone Lot 4, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 located at 1400 12 Avenue SE, Salmon Arm, BC from R-17 (Large Parcel Residential Zone) to R-10 (Residential Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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



INFORMATION ONLY

To: Mayor & Members of Council

Title: City Engineer – Subdivision and Development Servicing Bylaw Amendment No. 4698

Date: February 24, 2025

Background:

This report is provided further to Council's request for additional information regarding the Subdivision and Development Services Amendment Bylaw No. 4690 request for decision presented to Council on February 10, 2025.

In the past, frontage upgrades were not completed on City initiated projects on City owned land. Staff revisited this practice and as a result, applied for and received a variance for the Zone 2 Pump Station.

Upcoming projects that will trigger substantial frontage improvements include the Fire Hall #2 Expansion project commencing in March and the Water Pollution Control Centre (WPCC) Stage IV upgrades anticipated in 2027. The Building Permit for Fire Hall #2 will be issued with the frontage improvements as a condition of occupancy in order to allow the project to commence on schedule, but allow time to either amend the bylaw or apply for a variance permit.

Fire Hall #2 is located on 30 Street NE which is a short/medium term priority roadway for upgrade in the Active Transportation Network Plan (ATNP). The City will eventually be putting substantial funds into upgrading this roadway which will include the frontage of both the Public Works building and Fire Hall #2. Completing works piecemeal is not considered best practice due to the lack of scale savings that are realized when the City completes projects in their entirety and eliminates the option to apply for grants for the full-scale projects.

The WPCC Stage IV Upgrade project would require frontage upgrades of Narcisse Street including sidewalk, street lighting and cul-de-sac construction. While the City may include a portion of these works with the upgrade, the completion of the West Bay Connector Trail designs will likely include a trailhead at this location which may render any advanced frontage improvements redundant. Regardless, the City will be investing funds in upgrading the roadway in this area in the short to medium term and should do so at the most cost-effective time.

In staff's opinion, there is unlikely to be a situation where it is in the best interest of the taxpayers to require the City to complete frontage improvements where those works are not identified in a priority plan (funding is tight to accommodate even priority projects). If the works are identified in a priority plan, the City will be investing funds to upgrade the frontage, likely along with several adjacent frontages, within the short to medium term.

Variance permit applications, while a viable solution to the issue, will take four to six months to complete and would require staff to budget for the full frontage improvements since there would be no certainty on the outcome of the application. This would tie up scarce and valuable funding that could be used to advance other priority projects.

Legislative authority / plans / reports:

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

Financial Considerations:

Cost efficiencies for installing frontage improvements at the time of development would rarely be realized for building permit related projects as they are completed within a parcel of land as opposed to within the roadway and are often completed by two different specialties of contractors (water main and sidewalk upgrades vs. building professionals). When combined with building projects, frontage upgrades are mostly completed by a subcontractor and are subject to mark-up by the main contractor. Additionally, the City realizes significant cost efficiencies by completing large-scale projects which would be negated with small scale frontage improvements.

Alternatives & Implications: Information Only – No Motion Required.

Communication: N/A

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

Attachments: None

CITY OF SALMON ARM
BYLAW NO. 4698

A bylaw to amend “City of Salmon Arm Subdivision and Development Services Bylaw
No. 4293”

The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Subdivision and Development Services Bylaw No. 4293 be amended as follows:

1. That the following paragraph be added to Section 5.0 EXEMPTIONS:
 - 5.7 At the time of development properties are exempt from works and services where:
 - 5.7.1 The property is owned by the City of Salmon Arm; and
 - 5.7.2 Existing *Works and Services* have sufficient capacity for any demands directly attributable to the proposed *Development*.
2. That Item 5.7 be renumbered as 6.0 and Item 5.8 be renumbered as 7.0.
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 Subdivision and Development Services Amendment Bylaw No. 4698."

READ A FIRST TIME THIS	10	DAY OF	MARCH	2025
READ A SECOND TIME THIS	10	DAY OF	MARCH	2025
READ A THIRD TIME THIS	10	DAY OF	MARCH	2025
ADOPTED BY COUNCIL THIS		DAY OF		2025

MAYOR

CORPORATE OFFICER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5 <ul style="list-style-type: none"> Downtown Winter Market
6	7	8	9	10	11	12 <ul style="list-style-type: none"> Downtown Winter Market
13	14	15	16	17 <ul style="list-style-type: none"> Easter Egg Hunt – William Baker Park 	18 <ul style="list-style-type: none"> Good Friday Stat City Hall Closed 	19 <ul style="list-style-type: none"> Downtown Winter Market
20	21 <ul style="list-style-type: none"> Easter Monday Stat City Hall Closed 	22	23	24	25	26 <ul style="list-style-type: none"> Downtown Winter Market
27	28	29	30			

March 14, 2025

Dear Mayor Harrison and Council Members,

We are writing to formally request a letter of support from the City of Salmon Arm for the formation of a new Rowing Society—the Salmon Arm Rowing Club (SARC).

In the past, rowers and paddlers have operated under one society (Shuswap Association for Rowing and Paddling). As our respective disciplines have evolved, both the rowing and paddling communities have recognized the need to establish independent identities to better serve their distinct memberships and objectives. To that end, we are in the process of forming two separate non-profit societies.

To complete the registration of the new Rowing Society with Rowing Canada and Rowing BC, we require a letter of support from the City confirming its endorsement of the new club. Our current membership with Rowing BC and Rowing Canada expires on March 31, 2025, so we are working within a tight timeframe to ensure our rowers are registered for an April 1 start. Our program includes Juniors, Masters, and an inclusive program designed to support individuals with disabilities.

We greatly appreciate your time and consideration and value the City's ongoing partnership in fostering rowing activities at Canoe Beach. We look forward to continuing our positive collaboration with the City of Salmon Arm.

Sincerely,

Doris Mills 250-833-8573 doris@dorismills.com

David Miege 250-835-4314 david@bastionranch.com



Mayor
Ross Siemens

Councillors
Les Barkman
Kelly Chahal
Patricia Driessen
Simon Gibson
Dave Loewen
Patricia Ross
Dave Sidhu
Mark Warkentin

February 28, 2025

File: 0530-003/0400-60

Via Email

UBCM Member Municipalities

Dear UBCM Members:

Re: Support for Resolution

I am writing on behalf of Abbotsford City Council, requesting favourable consideration and resolutions of support for our proposed UBCM Resolution for Infrastructure Support for Specified Municipalities – Housing Supply Act at the upcoming LMLGA Convention, in advance of the UBCM Convention this fall.

At the February 25, 2025 Council Meeting, City Council approved the following resolution:

WHEREAS the Government of BC introduced the *Housing Supply Act* in 2023 and has since required multiple “specified” municipalities to review and update their zoning bylaws by December 31, 2025, to permit increased density in-line with government mandated housing targets;

AND WHEREAS the increased housing density requirements for these specified municipalities places undue financial pressure on those local governments due to the corresponding infrastructure upscaling requirements;

THEREFORE, BE IT RESOLVED that the Union of BC Municipalities work with the Government of BC to establish and provide long-term, stable and predictable infrastructure funding for municipalities to address these challenges.

We look forward to, and appreciate your support on this matter.

Sincerely,

Ross Siemens
Mayor

c. Council members
Peter Sparanese, City Manager



About the UBCM

- Who We Are >
- Member Directory >
- Area Associations
- Latest News
- Employment Opportunities

CCBF Regional Workshops 2025

Wed, May 14 2025, 9:30am - Tue, Jun 17 2025, 3:30pm



Canada Community-Building Fund BC

REGIONAL WORKSHOPS May - June 2025

UBCM is hosting a series of workshops for members to talk about the **Canada Community-Building Fund in BC**. This learning opportunity will be of particular interest to senior staff but could also be of interest to staff involved in grant program administration, delivery, and/or asset management. There is no cost to attend.

[Register here \(dates and locations listed\)](#)

Topics to be covered include updates to the Community Works Fund, the Strategic Priorities Fund

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Close

- Workshops will be held from 9:30 am – 3:30 pm
- Lunch will be provided
- There is no cost to attend
- Limited space is available at each location.
- Please **register** at least 14 days before the workshop.

Date	City	Venue*
May 14, 2025	Terrace	Best Western Terrace Inn
May 21, 2025	Parksville	Bayside Resort Parksville
May 22, 2025	Victoria	Hotel Grand Pacific
June 3, 2025	Kelowna	Hampton Inn & Suites by Hilton Kelowna Airport
June 4, 2025	Prince George	Courtyard Prince George
June 9, 2025	Abbotsford	Clarion Hotel & Conference Centre
June 10, 2025	Richmond	Fairmont Vancouver Airport
June 11, 2025	Cranbrook	St Eugene Gold Resort & Casino
June 17, 2025	Fort St. John	Pomeroy Hotel & Conference Centre Fort St John

Contact Details

Contact Name: Canada Community-Building Fund in BC
 Contact Email: ccbf@ubcm.ca
 Contact Phone: 250-356-5134

[Home](#) > [About the UBCM](#) > [Events](#) > CCBF Regional Workshops 2025

Richmond Office

10551 Shellbridge Way, Richmond, BC V6X 2W8
 Phone: (604) 270-8226
 Fax: (604) 270-9116
 Email: ubcm@ubcm.ca

Victoria Office

525 Government Street, Victoria, BC V8V 0A8
 Phone: (250) 356-5133
 Email: ubcm@ubcm.ca

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To receive UBCM's weekly newsletter, enter your email address

OKANAGAN REGIONAL
LIBRARY



Danielle Hubbard

CEO

Okanagan Regional Library

Summer Reading Club



Summer Reading Club

35%

Increase in participation since COVID

8,139

Kids registered in the Summer Reading Club

RECORD

28,713

Kids and parents attended programs

Free Electronic Resources



Free Electronic Resources

784,620

Digital Books Borrowed

8.6% increase from 2023

487,170

Audiobooks Listened

23% increase from 2023

232,365

Digital Magazines Read

61% increase from 2023

Library of Things Kits



22 Kits for all ages

1,912 Borrowed in 2024

Show & Tell with Danielle

Libraries: Community Hubs & Emergency Lifelines



LIBRARY

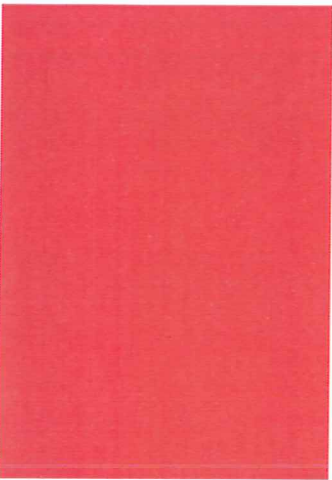
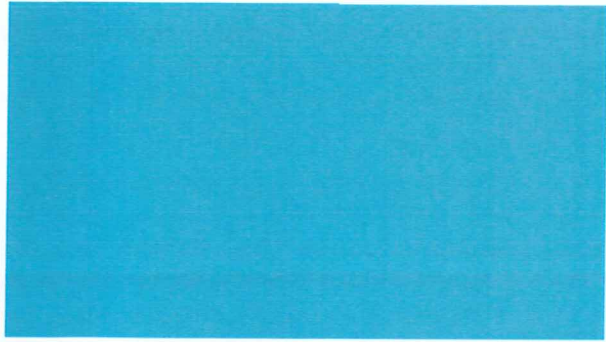


Come on in
the Library is
COOL



Provincial Enhancement Grant





Your Local Library



Questions?

Danielle Hubbard
Okanagan Regional Library
CEO

dhubbard@orl.bc.ca