

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

Monday, April 28, 2025, 1:30 p.m.  
Council Chambers of City Hall  
500 – 2 Avenue NE, Salmon Arm, BC

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Pages

1. **CALL TO ORDER**
2. **IN-CAMERA SESSION**  
Motion for Consideration  
THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 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 April 14, 2025 6 - 19  
Motion for Consideration  
THAT: the Regular Council Meeting Minutes of April 14, 2025 be adopted as circulated.
7. **COMMITTEE REPORTS**
  - 7.1 Development and Planning Services Committee Meeting Minutes of April 22, 2025 20 - 23
8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE** 24 - 27
9. **STAFF REPORTS**
  - 9.1 Director of Planning & Community Services – Noise Prevention Bylaw No. 2037 Survey 28 - 32
  - 9.2 Director of Planning & Community Services – 2025 Demolition Derby – Liquor Licence 33 - 34  
Motion for Consideration

THAT: Council authorize the use of City lands for the following LCRB Special Events License for the June 14 and 15, 2025 for the Salmon Arm Demolition Derby, Swap Meet plus Show 'N Shine at the Fall Fair Grounds located at 430-490 5 Avenue SW with the following hours of licensed operation:

- June 14, 2025 - 11:00 am to 4:30 pm
- June 15, 2025 - 11:00 am to 4:00 pm

- |     |  |         |
|-----|--|---------|
| 9.3 | Deputy Corporate Officer – Lease and Operating Agreements<br>SASCU Recreation Centre<br>Rogers Rink Twin Sheet Arena Complex<br>Little Mountain Sports Complex Field House | 35 - 36 |
|-----|--|---------|

Motion for Consideration

THAT: the Mayor and Corporate Officer be authorized to execute the Lease and Operating Agreements with the Shuswap Recreation Society for the Recreation Centre Facility, Twin Sheet Arena Complex and the Little Mountain Complex Field House, each for five (5) year terms commencing April 1, 2025, subject to *Community Charter* advertising requirements.

- |     |  |         |
|-----|--|---------|
| 9.4 | Director Engineering & Public Works – 2025 Paving Program – Tender Award | 37 - 41 |
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Motion for Consideration

THAT: Council award the 2025 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Form of Tender, (incorporating a 10% Variance Threshold Reduction), for a total amount of \$1,500,822.00 plus taxes as applicable.

- |     |   |         |
|-----|---|---------|
| 9.5 | Director Engineering & Public Works – 2025 Asphalt Patching Program - Award | 42 - 44 |
|-----|---|---------|

Motion for Consideration

THAT: Council award the 2025 Asphalt Patching Program to Pavement Solutions Inc., in accordance with the unit prices provided for consideration for year one (1) of the potential three (3) year total contract, estimated to be \$92,361.90 plus taxes as applicable.

## 10. INTRODUCTION OF BYLAWS

- |      |   |         |
|------|---|---------|
| 10.1 | Zoning Amendment Bylaw No. 4701 and 4703 (ZON-1306) | 45 - 65 |
|------|---|---------|

SSMUH Rezoning

Legal: 1) South portion of Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916

2) Strata Lots 1 to 30, Section 18, Township 20, Range 9, W6M, EPS2062 (Carriage Lane)

Civic: 1) 1231 1 Street SE

Civic 2) 481 Highway 97B NE

Owner: N/A

Agent: N/A

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4701 be read a first, second and third time;

AND THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4703 be read a first, second and third time.

- |      |  |         |
|------|--|---------|
| 10.2 | Zoning Amendment Bylaw No. 4693 (ZON-1305)<br>Legal: Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan | 66 - 90 |
|------|--|---------|



EPP99304  
Civic: 1490 10 Avenue SW  
Owner: W. Laird  
Agent: W. Laird

Motion for Consideration

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4693 be read a first and second time;

AND THAT: Final Reading of the Bylaw be withheld subject to Ministry of Transportation and Transit approval.

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| 10.3 | 2025 Amended Budget and Tax Rate Bylaw | 91 - 107 |
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Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm 2025 to 2029 Financial Plan Amendment Bylaw No. 4716 be read a first, second and third time;

AND THAT: the bylaw entitled City of Salmon Arm 2025 Annual Rate of Taxation Bylaw No. 4699 be read a first, second and third time.

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|------|--|-----------|
| 10.4 | Sterile Insect Release (SIR) Program Parcel Tax Amendment Bylaw No. 4700 | 108 - 111 |
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Motion for Consideration

THAT: The bylaw entitled City of Salmon Arm Sterile Insect Release (SIR) Program Parcel Tax Amendment Bylaw No. 4700 be read a first, second and third time.

**11. RECONSIDERATION OF BYLAWS**

- |      |  |           |
|------|--|-----------|
| 11.1 | Housing Agreement Bylaw No. 4688 (ZON-1300 / DP-461) | 112 - 122 |
|------|--|-----------|

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

Civic: 811 28 Street NE

Owner: 1514000 BC Ltd.

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

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Housing Agreement Bylaw No. 4688 be read a final time.

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|------|---|-----------|
| 11.2 | Fee For Service Amendment Bylaw No. 4702 (Water Meters) | 123 - 126 |
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Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4702 be read a final time.

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|------|--|-----------|
| 11.3 | Curbside Collection Amendment Bylaw No. 4682 | 127 - 142 |
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Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682 be read a final time.

- |      |  |           |
|------|--|-----------|
| 11.4 | Fee for Service Amendment Bylaw No. 4694 (Utilities) | 143 - 152 |
|------|--|-----------|

Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4694 be read a final time.

- |      |  |           |
|------|--|-----------|
| 11.5 | Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 | 153 - 157 |
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Motion for Consideration

THAT: the bylaw entitled City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 be read a final time.

## **12. CORRESPONDENCE**

### **12.1 Informational Correspondence**

12.1.1	Calendar of Events	158 - 158
12.1.2	Day of Mourning - April 28, 2025	159 - 159
12.1.3	North Okanagan Vertical Adventures 2025 Skydiving Boogie Event - May 15 - 19, 2025 and August 28 to September 2, 2025	160 - 167
12.1.4	T. Starkell, Administrative Services Manager, Salmon Arm Folk Music Society Request Package for 33rd Annual Roots and Blues Festival	168 - 171
12.1.5	Interior Health - News Release - April 24, 2025 - Susan Brown Announces Retirement	172 - 172

## **13. NEW BUSINESS**

## **14. PRESENTATIONS**

14.1	Presentation 4:00-4:15 (approximately) Staff Sgt. Scott, Salmon Arm RCMP Detachment Quarterly Policing Report January to March, 2025	173 - 179
14.2	Presentation 4:15-4:30 (approximately) C. Simms, Executive Director, Clinical Operations: North Okanagan & Emergency Services Network Interior Health: Long-term Care Services & Admission Process	180 - 193

## **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 Regional Contribution to Recreation Facilities - Councillors Cannon, Flynn and Lavery**

#### Motion for Consideration

WHEREAS steady population increases within the boundaries of the City Salmon Arm as well as the surrounding Columbia Shuswap Regional District Electoral Areas have led to higher demand for programming and usage of key City recreation facilities;

AND WHEREAS due to increased demand, operations and maintenance costs have grown significantly;

AND WHEREAS a recently concluded year-long survey indicates significant usage of City recreation facilities by residents of surrounding Electoral Areas;

AND WHEREAS City taxpayers currently subsidize all recreation facilities by approximately 50% of actual operating and maintenance costs for all users regardless of whether those users pay fees to use the facilities;

AND WHEREAS it is acknowledged that the fees currently charged for the use

of City facilities by users from surrounding Electoral Areas is not an adequate contribution to actual operating and maintenance costs:

THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a report that:

- o More fully identifies what those key recreation facility cost recovery discrepancies are;
- o Reviews models of recreation facility funding that other local governments have put in place to address similar recreation facility funding concerns;
- o Recommends options to consider for more equitable usage contributions from non-taxpayers either through updated funding agreements with surrounding Electoral Areas or through residency-based usage pricing or a combination of both;
- o Projects revenue and cost implications of implementing potential new systems of usage pricing;
- o Reviews possible agreement language and apportionment approaches with Electoral Areas that are currently not fully paying for these recreation usages; and
- o Suggests timing for possible implementations.

AND BE IT FURTHER RESOLVED THAT staff present the report to Council at the October 14, 2025 Regular Council Meeting.

- 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

April 14, 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 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 P. Gramiak  
Director of Planning and Community Services G. Buxton  
Sr. Manager of HR & Communications H. Flinkman  
Manager of Planning & Building M. Smyrl  
Deputy Corporate Officer B. Puddifant  
Executive Assistant M. Evans-Bunkis

Other Staff Present: Manager of Engineering J. Wilson  
Manager of Roads & Parks/General Manager of Shuswap Recreation  
Society D. Gerow  
Senior Planner C. Larson  
Planner M. Paiement  
Planner A. Jeffrey

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#### 1. CALL TO ORDER

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

#### 2. IN-CAMERA SESSION

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Cannon

THAT: pursuant to Section 90(1)(d) the security of the property 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; 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 2:27 p.m. and recessed until 2:34 p.m.  
Councillor Gonella returned to the meeting at 2:35 p.m.

**4. ADOPTION OF AGENDA**

**Moved by:** Councillor Lindgren

**Seconded by:** Councillor Cannon

THAT: the Agenda be adopted as presented.

Carried Unanimously

**5. DISCLOSURE OF INTEREST**

Councillor Gonella declared a conflict of interest relating to Item 12.1.3 - T. Starkell - request for permission for beverage garden - 2025 Roots and Blues Festival and Item 12.1.4 - T. Starkell - request for letter of support - destination event program - as the Salmon Arm Folk Music Society is his employer.

Councillor Wallace Richmond declared a conflict with Item 14.1 as she was employed by the Salmon Arm 2024 55+ Games Society.

**6. CONFIRMATION OF MINUTES**

6.1 Regular Council Meeting Minutes of March 24, 2025

**Moved by:** Councillor Gonella

**Seconded by:** Councillor Wallace Richmond

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

Carried Unanimously

**7. COMMITTEE REPORTS**

7.1 Development and Planning Services Committee Meeting Minutes of April 7, 2025

7.2 Active Transportation Advisory Committee Meeting Minutes of April 7, 2025

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Gonella

THAT: Council direct staff to review the Bylaw process required to meet the Provincial criteria to undertake an e-scooter pilot project.

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

Defeated

## 8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

For information.

## 9. STAFF REPORTS

### 9.1 Deputy Corporate Officer – Marina Lease, Sub-Lease and Operations Extension

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Gonella

THAT: the Mayor and Corporate Officer be authorized to execute an extension of the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc. to September 30, 2026 subject to approval by the Ministry of Water, Land and Resource Stewardship and *Community Charter* advertising requirements.

**Amendment:**

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Gonella

THAT: the 2026 lease rate be the 2025 rate plus BC Consumer Price Index.

Carried Unanimously

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Gonella

THAT: the Mayor and Corporate Officer be authorized to execute an extension of the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc. to September 30, 2026, subject to approval by the Ministry of Water, Land and Resource Stewardship and *Community Charter* advertising requirements at the lease rate for 2025 of \$41,040.00 and for 2026, the 2025 rate plus the BC Consumer Price Index.

Carried Unanimously

### 9.2 Deputy Corporate Officer – CSRD Fire Dispatch Service Agreement

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Lindgren

THAT: the Mayor and Corporate Officer be authorized to execute the Fire Dispatch Agreement with the Columbia Shuswap Regional District (CSRD) for a term of five (5) years commencing January 1, 2025 to December 31, 2029.

Carried Unanimously

- 9.3 Senior Planner - Development Permit Application No. DP-463 (Highway Service / Tourist Commercial)

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 Gonella

**Seconded by:** Councillor Flynn

THAT: Development Permit No. 463 be authorized for issuance for that part of Lot 1, Section 15, Township 20, Range 10, W6M, KDYD, Plan EPP10328 Except Plans EPP17085 and EPP18478 (2991 9 Avenue SW) in accordance with the drawings dated March 13, 2025 attached to this memorandum;

AND THAT: issuance of Development Permit No. 463 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

- 9.4 Planner II - Proposed Naming of Pond in John Lund Park (Canoe)

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Gonella

THAT: Council approve the naming of the pond located within Lot A, Section 31, Township 20, Range 9, W6M, KDYD, Plan 28402 (4800 70 Avenue NE - John Lund Park) to Wright's Pond;

AND THAT: Council direct Staff to make the necessary changes to signage and wayfinding information.

Opposed (1): Councillor Lindgren

Carried

- 9.5 Manager of Utilities – Purchase Recommendation – Water Treatment Plant - Hypo Generator Cells

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Wallace Richmond

THAT: Council approve the purchase of the Water Treatment Plant Hypo Generator Cells from Centrix Control Solutions Inc. for the quoted amount of \$132,852.00 plus taxes, as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the Hypo Generator Cells to authorize the sole sourcing of same to Centrix Control Solutions.

Carried Unanimously

- 9.6 General Manager, Shuswap Recreation Society – ROGERS Rink Energy Conservation Measure Upgrades – Award of Contract

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Gonella

THAT: Council approve the award of the ROGERS Rink Energy Conservation Measure to Yeti Refrigeration Inc. in accordance with the terms and conditions of the tender for the quoted amount of \$275,650 plus taxes as applicable;

AND THAT: Council authorizes a pre-approved contingency in the amount of \$41,000 (approximately 15%) to support the project.

Carried Unanimously

- 9.7 Manager of Engineering (City Engineer) – WPCC Stage IV Upgrade-Conceptual Design and LWMP Update-Award of Contract

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Wallace Richmond

THAT: Council approve the award of the WPCC Stage IV Upgrade-Conceptual Design and LWMP Update to Brown and Caldwell Consultants Canada Ltd. in accordance with the terms and conditions of the proposal for the quoted amount of \$1,113,998.00 plus GST as applicable;

AND THAT: Council authorizes a pre-approved contingency in the amount of \$110,000 (approximately 10%) to support the project;

AND FURTHER THAT: the budget contained within the 2025-2030 Financial Plan Bylaw be amended to include an additional \$200,000.00 for the Liquid Waste Management Plan Project to be funded from the Stage IV WPCC Upgrade Project.

Carried Unanimously

## 10. INTRODUCTION OF BYLAWS

The Meeting recessed at 4:00 p.m.

The Meeting reconvened at 4:07 p.m.

- 10.1 Housing Agreement Bylaw No. 4688 – (ZON-1300 / 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: Crown Pacific Development Corp. (B. Giese)

**Moved by:** Councillor Lindgren  
**Seconded by:** Councillor Gonella

THAT: the bylaw entitled City of Salmon Arm Housing Agreement Bylaw No. 4688 be read a first, second and third time.

Carried Unanimously

10.2 Fee For Service Amendment Bylaw No. 4702 (Water Meters)

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

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4702 be read a first, second and third time.

Carried Unanimously

**14. PRESENTATIONS**

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

55+ Games Presentation

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 4:13 p.m.

Chair of the Salmon Arm 2024 55+ Games Society, Debbie Cannon, introduced Bruce Hunt who outlined the Financial Statements and was available to answer questions from Council.

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

THAT: Council authorize staff to establish a "Legacy Funds 55+" reserve account where the \$166,751.00 legacy funds will be allocated to initiatives focused on developing facilities and services that promote active and healthy lifestyles for individuals 55 and older.

Carried Unanimously

**10. INTRODUCTION OF BYLAWS**

10.3 Official Community Plan (OCP) Bylaw No. 4707

Councillor Cannon left the meeting at 4:36 p.m. and returned at 4:37 p.m.  
Councillor Wallace Richmond returned to the meeting at 4:37 p.m.  
Councillor Flynn left the meeting at 5:37 p.m. and returned at 5:39 p.m.

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

THAT: Official Community Plan Bylaw No. 4707 be read a first time;

AND THAT: Council has considered what persons, organizations and authorities may be affected by proposed Official Community Plan Bylaw No. 4707 pursuant to sections 475 and 476 of the *Local Government Act*, and determined that Bylaw No. 4707 be referred to:

- a. The Agricultural Land Commission; and
- b. The Provincial Ministry of Transportation and Transit; and
- c. The Columbia Shuswap Regional District; and
- d. Kwsaltktnéws ne Secwépemcúl'ecw School District No. 83,

AND THAT: Council considers this to be appropriate consultation in accordance with sections 475 and 476 of the *Local Government Act*; and

AND THAT: Council considers that there will be further an ongoing consultation with the Adams Lake Indian Band and the Neskonlith Indian Band regarding Bylaw No. 4707; and

AND FURTHER THAT: pursuant to section 477(3) of the *Local Government Act*, Official Community Plan Bylaw No. 4707 has been considered in conjunction with the City of Salmon Arm Financial Plan and its Solid Waste Management Plan.

Carried Unanimously

10.4 Curbside Collection Amendment Bylaw No. 4682

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Gonella

THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682 be read a first, second and third time.

Carried Unanimously

10.5 Fee for Service Amendment Bylaw No. 4694 (Utilities)

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4694 be read a first, second and third time.

Carried Unanimously

10.6 Water Rates and Waterworks Regulation Amendment Bylaw No. 4695

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 be read a first, second and third time.

Carried Unanimously

## 12. CORRESPONDENCE

### 12.1 Informational Correspondence

#### 12.1.11 Municipal World's Great Canadian Landmark Contest

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Cannon

THAT: Council support the nomination of the Treble Clef & Opening Bar of Oh Canada Sculpture to the Municipal World's Great Canadian Landmark Contest.

Carried Unanimously

#### 12.1.15 M. Brock, Fundraising Coordinator, Girl Guides of Canada - letter dated April 8, 2025 - Request to use Safeway Field for Fall Fair Parking

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Gonella

THAT: Council authorize the Salmon Arm Girl Guides the use of Safeway Fields to provide organized parking for the Salmon Arm Fair from August 21-24, 2025, subject to the provision of adequate liability insurance.

Carried Unanimously

#### 12.1.3 T. Starkell - letter dated March 24, 2025 - Request for permission for Beverage Garden - 2025 Roots and Blues Festival

Councillor Gonella declared a conflict of interest and left the meeting at 6:12 p.m.

**Moved by:** Councillor Flynn

**Seconded by:** Councillor Lindgren

THAT: Council authorize the following alcohol beverage garden schedules for the Salmon Arm Folk Music Society (2025 Roots and Blues Festival) at the festival grounds:

Main Beverage Garden and Tasting Lounge (patron area)

- July 25 - 3:00 p.m. to 12:30 a.m.
- July 26 - 10:00 a.m. to 12:30 a.m.
- July 27 - 10:00 a.m. to 12:30 a.m.

Barn Beverage Garden (patron area)

- July 25 - 3:00 p.m. to 12:30 a.m.
- July 26 - 10:00 a.m. to 12:30 a.m.
- July 27 - 10:00 a.m. to 12:30 a.m.

Food Vendors Ticket Booth and Beverage Garden (patron area)

- July 25 - 3:00 p.m. to 12:30 a.m.
  - July 26 - 10:00 a.m. to 12:30 a.m.
  - July 27 - 10:00 a.m. to 12:30 a.m.
- VIP Lounge (special credential access area)
- July 25 - 3:00 p.m. to 12:30 a.m.
  - July 26 - 10:00 a.m. to 12:30 a.m.
  - July 27 - 10:00 a.m. to 12:30 a.m.

Carried Unanimously

12.1.4 T. Starkell - email dated April 9, 2025 - Roots and Blues Festival - Request for Letter of Support - Destination Event Program

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Cannon

THAT: Council provide a letter of support to the event organizers of the Roots and Blues Festival in its application for funding through the 2025 Destination Event Program.

Carried Unanimously

12.1.14 S. Mackie, General Manager, RJ Haney Heritage Village & Museum

Request for Support in Reducing Speed Limit on Highway 97B

Councillor Gonella returned to the meeting at 6:14 p.m.

**Moved by:** Councillor Gonella

**Seconded by:** Councillor Flynn

THAT: Council submit a letter to the Ministry of Transportation and Transit in support of RJ Haney Heritage Village & Museum's request to reduce the speed limit on Highway 97B and that the reduced speed limit be extended past 10th Avenue.

Carried Unanimously

### 13. NEW BUSINESS

### 15. COUNCIL STATEMENTS

### 16. SALMON ARM SECONDARY YOUTH COUNCIL

### 17. NOTICE OF MOTION

17.1 Regional Contribution to Recreation Facilities - Councillors Cannon, Flynn and Lavery

WHEREAS steady population increases within the boundaries of the City Salmon Arm as well as the surrounding Columbia Shuswap Regional District Electoral Areas have led to higher demand for programming and usage of key City recreation facilities;

AND WHEREAS due to increased demand, operations and maintenance costs have grown significantly;

AND WHEREAS a recently concluded year-long survey indicates significant usage of City recreation facilities by residents of surrounding Electoral Areas;

AND WHEREAS City taxpayers currently subsidize all recreation facilities by approximately 50% of actual operating and maintenance costs for all users regardless of whether those users pay fees to use the facilities;

AND WHEREAS it is acknowledged that the fees currently charged for the use of City facilities by users from surrounding Electoral Areas is not an adequate contribution to actual operating and maintenance costs:

THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a report that:

- o More fully identifies what those key recreation facility cost recovery discrepancies are;
- o Reviews models of recreation facility funding that other local governments have put in place to address similar recreation facility funding concerns;
- o Recommends options to consider for more equitable usage contributions from non-taxpayers either through updated funding agreements with surrounding Electoral Areas or through residency-based usage pricing or a combination of both;
- o Projects revenue and cost implications of implementing potential new systems of usage pricing;
- o Reviews possible agreement language and apportionment approaches with Electoral Areas that are currently not fully paying for these recreation usages; and
- o Suggests timing for possible implementations.

AND BE IT FURTHER RESOLVED THAT staff present the report to Council at the October 14, 2025 Regular Council Meeting.

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

## **19. OTHER BUSINESS**

### **19.1 FCM Board of Directors - Nomination**

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Gonella

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction;

WHEREAS FCM's Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government; and

WHEREAS FCM's Annual General Meeting (AGM) will be held in conjunction with the Annual Conference and Trade Show, May 29 to June 1, 2025, followed by the election of FCM's Board of Directors;

BE IT RESOLVED that Council of the City of Salmon Arm endorse Councillor Louise Wallace Richmond to stand for election on FCM's Board of Directors for the period starting in June 2025 and ending July 2027; and

BE IT FURTHER RESOLVED that Council assumes all costs associated with Councillor Louise Wallace Richmond attending FCM's Board of Directors meetings.

Carried Unanimously

19.2 Released from In-Camera Session

THAT: Council authorize, on a without prejudice basis, the Demolition Derby event to be held at the Salmon Arm Fairgrounds on June 14 and 15, 2025.

For information.

**20. QUESTION AND ANSWER PERIOD**

The Meeting recessed at 6:25 p.m.

The Meeting reconvened at 7:00 p.m.

**21. DISCLOSURE OF INTEREST**

Councillor Flynn declared a conflict of interest relating to Items 23.1, 23.2, 24.1 and 24.2 - Zoning Amendment Application ZON-1301 and Zoning Amendment Bylaws 4697 and 4696 - as the agent/applicant is a client of his firm.

**22. HEARINGS**

22.1 Development Variance Permit Application No. VP-610

Legal: Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687

Civic: 1281 15 Street SE

Owner: L. & C. Fitt

Agent: L. & C. Fitt

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

Submissions were called for at this time.

Email dated April 9, 2025 from R. & R. Koenig expressing concerns related to potential flooding during storm events and lack of street lighting.

L. Fitt, the applicant, outlined the application and was available to answer questions from Council. J. Niewenhuizen, Lawson Engineering Ltd., agent for the applicants, was available to answer questions from Council.

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

**Moved by:** Councillor Gonella

**Seconded by:** Councillor Wallace Richmond

THAT: Development Variance Permit No. VP-610 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4293, for the frontages of Lot 9, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687, as follows:

1. waive the requirement to upgrade 13 Avenue SE to the Urban Local Road (RD-2) standard; and
2. waive the requirement to install three (3) street lights along 13 Avenue SE and 15 Street SE.

Opposed (1): Councillor Lavery

Carried

## **23. STATUTORY PUBLIC HEARINGS**

### **23.1 Zoning Amendment Application ZON-1301**

Text Amendment

CD-24 (Comprehensive Development Zone CD-24)

Councillor Flynn declared a conflict of interest and left the meeting at 7:30 p.m.

The Planning Official explained the Zoning Amendment application.

Submissions were called for at this time.

B. DeMille, the agent, outlined the application and was available to answer questions from Council.

C. Hanssens, 3701 11 Avenue NE, expressed concerns with a potential increase in traffic and the lack of sidewalks for pedestrians.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:39 p.m.

### **23.2 Zoning Amendment Application ZON-1301**

#### ***See Item 23.1 for Staff Report***

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

The Planning Official explained the Zoning Amendment application.

Submissions were called for at this time.

Email dated April 10, 2025 from C. Wiebe expressing concerns related to an increase in traffic.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:41 p.m.

**24. RECONSIDERATION OF BYLAWS**

**24.1 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

**Moved by:** Councillor Cannon

**Seconded by:** Councillor Wallace Richmond

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

Carried Unanimously

**24.2 Zoning Amendment Bylaw No. 4696**

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 Lavery

**Seconded by:** Councillor Gonella

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4696 be read a third 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.

Carried Unanimously

**25. QUESTION AND ANSWER PERIOD**

**26. ADJOURNMENT**

There being no further business on the agenda, the meeting adjourned at 7:45 p.m.

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CORPORATE OFFICER

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MAYOR, A. HARRISON





## DEVELOPMENT AND PLANNING SERVICES

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

April 22, 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 L. Wallace Richmond  
Councillor S. Lindgren  
Councillor D. Gonella

ABSENT: Councillor D. Cannon

STAFF PRESENT: Chief Administrative Officer E. Jackson  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Planning & Community Services G. Buxton  
Senior Planner C. Larson  
Planner A. Jeffrey  
Deputy Corporate Officer B. Puddifant  
Corporate Officer R. West

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#### 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 Flynn

**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 April 7, 2025 be approved.

Carried Unanimously

## 5. DISCLOSURE OF INTEREST

Mayor Harrison declared a conflict of interest with Item 7.2 as the application is connected to a family member. Councillor Wallace Richmond will assume the chair during this item.

## 6. REPORTS

### 6.1 Development Variance Permit Application No. VP-612

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47381

Civic: 370 20 Street SE

Owner: McMinn, C. & Scorgie, R.

C. McMinn, the applicant, outlined the application and was available to answer questions from the Committee.

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP – 612 be authorized for issuance varying the Subdivision and Development Servicing Bylaw No. 4293, for frontage of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47381 (370 20 Street SE) as follows:

1. Section 6.4.8. - waive the sanitary main upgrade requirement along the east parcel line; and
2. Section 7.5.3. - waive the storm main upgrade (cash-in-lieu) requirement along the east parcel line.

**Amendment:**

**Moved by:** Councillor Lavery

**Seconded by:** Councillor Flynn

THAT: Section 7.5.3 - waive the storm main upgrade requirement along the east parcel line upon payment of cash-in-lieu of \$25,000.00.

Carried Unanimously

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Flynn

The main motion was split:

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-612 be authorized for issuance varying the Subdivision and Development Servicing Bylaw No. 4293 for

frontage of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47381 (370 20 Street SE) as follows:

1. Section 6.4.8 - waive the sanitary main upgrade requirement along the east parcel line.

Carried Unanimously

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-612 be authorized for issuance varying the Subdivision and Development Servicing Bylaw No. 4293 for frontage of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP47381 (370 20 Street SE) as follows:

2. Section 7.5.3 - waive the storm main upgrade requirement along the east parcel line on payment of cash-in-lieu of \$25,000.00.

Carried Unanimously

6.2 Zoning Amendment Application No. ZON-1305

Legal: Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP99304

Civic: 1490 10 Avenue SW

Owner: W. Laird

Agent: W. Laird

**Moved by:** Councillor Wallace Richmond

**Seconded by:** Councillor Flynn

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 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP99304 from C-3 (Service Commercial) to C-6 (Tourist/Recreation Commercial);

AND THAT: Final Reading of the Bylaw be withheld subject to Ministry of Transportation and Transit approval.

Carried Unanimously

**7. FOR INFORMATION**

7.1 Director of Planning & Community Services – 2025 Building Code Updates

For information.

7.2 ALC Application No. 100696

Reason for Decision

Mayor Harrison declared a conflict and left the meeting at 8:44 a.m. Councillor Wallace Richmond assumed the Chair.

Councillor Lindgren left the meeting at 8:47 a.m.

For information.

**8. IN-CAMERA**

**9. ADJOURNMENT**

There being no further business on the agenda, the meeting adjourned at 8:47 a.m.

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MAYOR, A. HARRISON

## Rhonda West

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**From:** Columbia Shuswap Regional District <listserv@civicplus.com>  
**Sent:** Wednesday, April 23, 2025 3:55 PM  
**To:** Rhonda West  
**Subject:** [External] CSRD Board Highlights Newsletter - April 2025

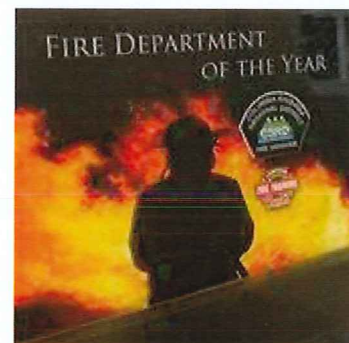


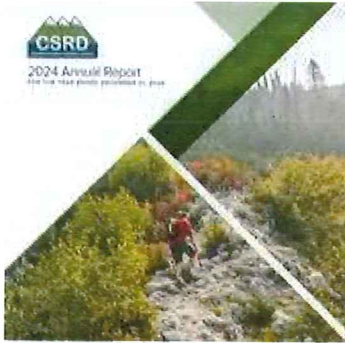
**April 2025**  
**Regular Board Meeting**

## Announcements

### Fire Department of the Year

The efforts of the Nicholson Fire Department were acknowledged with the presentation of the Fire Department of the Year honours. The award acknowledges the department's efforts during the summer's wildfire season in battling the Dogtooth wildfire. It also recognizes the outstanding job of recruiting and training new firefighters in 2024, which has boosted the department to one of its highest levels. [View news release.](#)





## Business General

### Annual Report 2024

The Board approved the receipt of the 2024 Annual Report, which provides a comprehensive overview of the CSRD's services, financial data, programs and projects. The 2024 Annual Report reflects on the impacts of the 2024 wildfire season, outlines progress on the Shuswap North Okanagan Rail Trail and examines the day-to-day functions of the CSRD. This year, there was an

enhanced effort to increase financial transparency and accountability to the taxpayers by including more detailed information about how tax dollars were spent in each of the CSRD's seven Electoral Areas in 2024. [View report.](#)

### CSRD Financial Statements

The Board approved the 2024 Financial Statements and the Statement of Financial Information Report, which outlines the audited financial position of the regional district each year. [View presentation.](#) [View SOFI report.](#)

## Administration bylaws

### Field Fire & Rescue Service

#### Establishment

The Board voted to support an Alternative Approval Process to determine if the residents of Field are willing to accept the transfer of Field Fire & Rescue from Parks Canada to a CSRD-operated fire department.

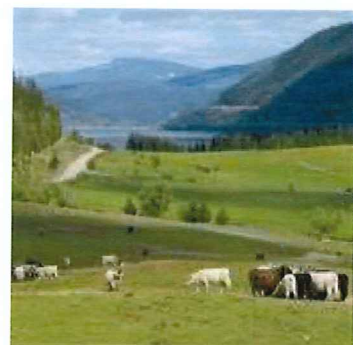
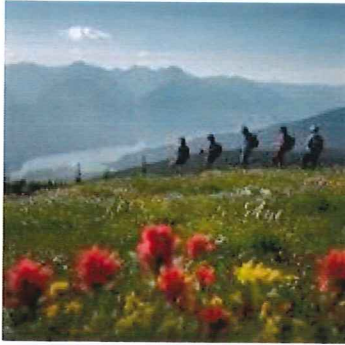


There will be no new taxation for the service to residents of Yoho National Park, as the all the operational and capital costs of providing the fire and rescue service will be paid to the CSRD through a financial contribution agreement with Parks Canada.

As there is no direct tax implication to residents of the area, the Board supported using the lower-cost option of an Alternative Approval Process (AAP) rather than a referendum vote. The Alternative Approval Process allows electors to submit a form if they are against a local government proposal moving ahead. Anyone who does not put in a dissenting form is considered in favour of the service.

With the Board's support, the CSRD will now move forward with the AAP process. More information will be provided to the public through the CSRD's website and social media platforms. [View news release.](#) [View report.](#)





## Land Use Matters

### Electoral Area D: Salmon Valley Land Use Amendment Bylaw No. 2569

The subject property is located at 2219 and 2223 Yankee Flats Road, Salmon Valley and is used by Spa Hills Farm for an organic matter composting facility, agriculture, an auto restoration business, and two single-detached dwellings.

The scale of the Spa Hills Farm organic matter composting facility is beyond what is permitted by Bylaw No. 2500. The CSRD has received complaints about the compost facility. As a result of Bylaw Enforcement action in 2024, the property owner has chosen to submit a bylaw amendment application to seek approval to increase the area permitted to be used for primary composting and curing from 500 m<sup>2</sup> to 23,725 m<sup>2</sup>, which reflects the scale of the current facility.

The Board voted to deny first reading of the bylaw. This means Spa Hills Farm will need to reduce the area of their operation to comply with the bylaw as it is currently written, including a maximum of area of 500 m<sup>2</sup> used for primary composting and curing. A bylaw enforcement plan has been developed, and the process of enforcement will begin immediately. As this is a legal process, the CSRD will not be commenting further. [View Board report.](#)

### Electoral Area G: Temporary Use Permit 725-06

The Board voted to approve a three-year Temporary Use Permit for a residence at 2266 Eagle Bay Road, Blind Bay to allow for a short-term rental with proof of adequate insurance and registration of a 219 Land Title Act covenant releasing the CSRD for any damages arising from the issuance of a Temporary Use Permit. As the owner of the property, Board Chair Natalya Melnychuk declared a conflict of interest on the matter and did not participate in any discussion or voting on the matter. [View Board report.](#)

*For information and background reports for the other Development Services items discussed at this meeting, please see the 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 release

*The resolutions released from the April 17, 2025 Board Meeting are as follows:*

Resignation from the Regional Accessibility Advisory Committee



THAT: the Board accept Jackie Casey's resignation from the Regional Accessibility Advisory Committee.

## Next Board Meeting Board on the Road

**Thursday, May 15, 2025**


The Regular CSRD Board Meeting will be held at the White Lake Community Hall, located at 3617 Parri Road in White Lake (Electoral Area C). 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.

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

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

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**INFORMATION ONLY**

To: Mayor & Members of Council

Title: Director of Planning & Community Services – Noise Prevention Bylaw 2037 Survey

Date: April 28, 2025

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**Background:**

The current Noise Prevention Bylaw No. 2037 (s.5(a)) allows construction noise between the hours of 07:00 and 22:00.

At the July 22, 2024 Council meeting, in response to an email (from M. Rampton / Rampton Rockworks) submitted to Council with respect to altering the hours between which construction noise is allowed to accommodate summer time construction when temperatures are high, Council passed the following motion:

*THAT: Council direct Administration to bring a report to Council with respect to options relating to summer construction hour restrictions set out in the Noise Bylaw.*

Staff were able to quickly poll nearby municipalities to determine what time limits they provide for construction noise, and reported back to Council on August 24, 2024. The following motion was passed:

*THAT: Council direct staff to refer the matter of construction noise hours during summer months to Shuswap Construction Industry Professionals for feedback and report back to Council.*

Staff subsequently contacted the Shuswap Construction Industry Professionals (SCIP) on September 6, 2024 who then polled their membership on the issue of whether or not the Noise Bylaw should be amended to allow for earlier starts during hot weather or the summer. SCIP received 56 responses from their members. The indications from SCIP / industry were that there was substantial industry interest in seeing a Noise Bylaw amendment that allows for an earlier start in the summer hours, so as to decrease the time spent working in the hottest part of the day.

On January 27, 2025, Council considered the matter again and passed the following motion:

*THAT: Council direct staff to initiate public engagement on an amendment to Noise Prevention Bylaw No. 2037 that would allow construction to start earlier in the day during the months of June 1 to August 31.*

Staff subsequently set up a short survey on the City website asking the public if they were supportive of the idea of extending the hours within which noise could be made. The survey was live between February 20 and March 31, 2025.

There were 163 responses to the survey, with 50 supporting the changes and 113 not supporting the changes. Any comments made by the public are contained in the Survey Summary document. The results indicate that there is more opposition than support for the idea of allowing an earlier construction start in the summer months.

**Legislative authority / plans / reports:**

	Official Community Plan		Master Plan
	Community Charter/LGA		Other
<b>X</b>	Noise Prevention Bylaw 2037		Corporate Strategic Plan
	Zoning Bylaw		2024-2028 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

None.

**Alternatives & Implications:**

1. Information Only – No Motion Required.

Council could provide any indication regarding whether or not they wish to provide any further direction in this matter.

**Communication:**

Should Council proceed with this initiative, a communications plan will be developed. Staff can also communicate as needed directly with the person that initially raised this issue.

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

**Attachments:**

- Survey Summary





As a former supervisor on a landscaping crew, hard physical labour is a guarantee as is extreme weather.

The two combined were practically inhumane. Technology has advanced us enough to provide us alternative options for noise stimulation, but we have yet to provide essential workers with adequate working conditions.

Yes

This is the least we can do.

No  
No

The current 7 am to 10 pm strikes a balance for all. The 10 pm deadline is more suitable for homeowners who are working on their own home. The switch to 6 am prioritized business interests at the expense of quiet enjoyment for residents. Noise is noise.

Yes  
No  
No  
Yes

I wholly support this initiative. Construction noise pales in comparison to the noise of air brakes from semis thundering down the hill throughout the night all year long. Perhaps more action on that front would be better use of time and resources?

Yes  
No  
Yes  
No  
Yes

The evening time should remain the same (10pm). It will be no change to the current situation allowing roofers for example to work longer evening hours when the weather is cooler, which is the goal of the earlier hours. Losing an hours sleep isn't good for a general productive day.

No  
Yes

Windows are open more in the summer and construction starts already very early. Also, are there considerations on weekends vs. weekdays? It would be more pleasant if it were quieter on the weekends. People need to rest!

No  
No

I live behind the construction site on 20 St NE and last summer I was woken several times to early construction noise. The current rule is 7 am, but construction often began between 6:00 and 7:00, one morning it was 4 am!! My concern is that builders will continue to not respect start times, and push them back even earlier to 5 am.

No  
Yes  
No  
Yes

During the summertime we have approximately 16 hours of daylight every day. I think that's more than enough time for construction workers to get in 8 hours or more and not disturb neighbourhoods with construction noise when most people are still sleeping.

No  
No

6 is still early and even 7. But 7 am is allowable. Not all are early riser and some are working late or even overnights and to hear a construction at 6 or 7 just before they go to bed is a nightmare. Notices prior to start construction should be done. Some of us earn our sleep. Lots of us work in the heat too.

No  
Yes  
Yes

7am is early enough for the noise to start. They can arrive at the work site and get set up but only start the noise at 7am I'm still sleeping at 7am!

No

Aligns with other cities, and 6AM isn't unreasonable.

Hello. I disagree with allowing construction to begin before 7 am. There are 20000 other people in this city that don't work in construction. My daughter and family moved into a new subdivision. Are they now expected to live with being up at 5 30 with the kids because of the noise. That will go on for a few years as the construction continues on h

No

The city of Phoenix allows construction to begin at 7 am. The temperature there was 45 degrees for 2 months straight last year. Starting work at 7 am is pretty much the norm in all municipalities. Just for one company wining about too hot to work? I sympathize with working in the heat but if my kids were woke up at 6 am by construction continually I'd be very angry, sleep is important for development.

No  
No

Thank you for Considering the health and wellBeing of the cornerstone of our society the labourers, the toughest jobs ! The heat is unbearable at times in the summer at 3/ 4/5-6pm. This will be awesome for me and my son. Thank you for considering us in your agenda. Gurinder & Kam daily wage labourers in salmon arm!

Yes  
Yes  
Yes

Starting construction as early as 6am would be very disruptive to families who have children. Children need uninterrupted sleep and would be negatively affected by this change.

No  
Yes

I feel it would be safer for the workers to not be working in the heat all day. An earlier start means cooler temperatures. It's very hard on the workers to work in the heat healthwise it's not a good idea.

Yes  
Yes  
No  
Yes  
No

For all the people that DON'T work in construction in Salmon Arm, this is a major sleep disruption that will wake people up an hour earlier than they need to be. Most people wake up at 7am to start work at 8am.

No

It is appalling that you would consider something like then when the benefit is to a few, at the expense of many.



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Planning & Community Services – 2025 Demolition Derby – Liquor Licence

Date: April 28, 2025

---

### Motion for Consideration:

THAT: Council authorize the use of City lands for the following LCRB Special Events License for the June 14 and 15, 2025 for the Salmon Arm Demolition Derby, Swap Meet plus Show 'N Shine at the Fall Fair Grounds located at 430 -490 5 Avenue SW with the following hours of licensed operation:

- June 14, 2025 - 11:00 am to 4:30 pm
- June 15, 2025 - 11:00 am to 4:00 pm

### Background:

The Salmon Arm Demolition Derby Committee would like to hold a Demolition Derby, Swap Meet and Show n' Shine on June 14 and 15, 2025 at the Salmon Arm Fairgrounds, leasing land from the Fall Fair Society. The Committee is seeking consent for its special event liquor licence to the LCRB. The beer garden would have an occupancy limit of 499 people.

The security/safety plans for the event has been reviewed and evaluated by the RCMP and have been found to meet an acceptable standard for the safety of the general public at the proposed events. There are no objections from City Staff or the RCMP for the use of City Lands for the Special Events as set out in the Motion for Consideration.

### Legislative authority / plans / reports:

	Official Community Plan		Master Plan (list actual plan)
	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

### Financial Considerations:

There are no financial implications related to this issue.

### Alternatives & Implications:

Council could refer this matter back to staff for more information.

**Communication:**

Prepared by: Director of Planning & Community Services

Reviewed by:

Approved by: Chief Administrative Officer

Attachments:

- None.





## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Deputy Corporate Officer – Lease and Operating Agreements – SASCU Recreation Centre, Rogers Rink Twin Sheet Arena Complex and Little Mountain Sports Complex Field House

Date: April 28, 2025

---

### **Motion for Consideration:**

THAT: the Mayor and Corporate Officer be authorized to execute the Lease and Operating Agreements with the Shuswap Recreation Society for the Recreation Centre Facility, Twin Sheet Arena Complex and the Little Mountain Complex Field House, each for five (5) year terms commencing April 1, 2025, subject to *Community Charter* advertising requirements.

### **Background:**

The Shuswap Recreation Society (SRS) has been successfully managing and operating the Recreation Centre Facility, the Twin Sheet Arena Complex and the Little Mountain Complex Field House on behalf of the City of Salmon for many years in a professional and cost-effective manner. In 2018, the City purchased the Memorial Arena Sports Complex and added that facility to the others operated by SRS. In September of 2024, the City announced that the Memorial Arena Complex would be demolished as the useful life of the building had passed.

Neither the SRS Board nor City staff have brought forward any changes to the terms and conditions of the Lease and Operating Agreements from the previous Agreements.

Key features of the Agreements remain as follows:

- the Chief Administrative Officer (CAO) monitors and provides advice, approvals and suggestions for the management and operation of the facilities;
- continuation of the CAO acting as Recording Secretary on the Society's Board;
- the SRS shall annually submit, for review and approval by the City, the proposed operating and capital budgets and the resulting operating deficit (which shall be underwritten by the City); the City may make amendments at its sole discretion;
- the City reserves the final right of approval with respect to the determination of user fees and rates for all facilities;
- special event user rates and fees shall be evaluated and established by the SRS after careful consideration of the costs associated with holding the special event, however, the City may veto such rates and fees as it deems appropriate;
- the SRS will facilitate the provision of food, beverage and alcohol services at the Twin Sheet Arena Complex by offering, subleasing or licensing space to third parties;

- the SRS shall obtain the approval of the City prior to entering into any sublease Agreements; and
- the SRS shall be responsible for regular maintenance and repair of the facilities, while all major capital expenditures and major structural repairs shall be the responsibility of the City and are subject to approval prior to commencement.

Staff are satisfied that these Agreements reflect the continued commitment of both parties to provide exceptional recreation services to the community and recommend that Council authorize the signature of the Agreements.

**Legislative authority / plans / reports:**

	Official Community Plan	X	Master Plan (Parks & Recreation)
X	Community Charter		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

**Financial Considerations:**

**Alternatives & Implications:**

N/A.

**Communication:**

Pursuant to *Community Charter* requirements, the intent to enter into the Lease and Operating Agreements will be advertised in two editions of the Salmon Arm Observer.

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

**Attachments:**

- none



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director Engineering & Public Works – 2025 Paving Program – Tender Award

Date: April 28, 2025

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### Motion for Consideration:

THAT: Council award the 2025 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Form of Tender, (incorporating a 10% Variance Threshold Reduction), for a total amount of \$1,500,822.00 plus taxes as applicable.

### Background:

The annual paving program tenders include supply and placing asphaltic concrete pavement, tack coat for asphalt overlays, required asphalt milling and asphalt pulverizing. Provisions continue to be implemented in this year's Contract to enhance project scheduling, workmanship and communications. Fletcher Paine and Associates will be working closely with the City of Salmon Arm ensuring the best product is being received and the testing/penalty clauses have been reviewed and altered as required.

Proposed paving locations, as identified in the 2025 budget, are as follows (see attached maps):

Road	From	To	Treatment
15 Avenue SE	10 St SE	15 St SE	Curb Relief Mill & Overlay
Okanagan Avenue	16 St NE	S-Curve	Curb Relief Mill & Overlay
23 Street SE / 3 Avenue SE	Okanagan Ave	20 St SE	Curb Relief Mill & Overlay
5 Street SE	10 Ave (Auto Rd)	5 Ave SE	Curb Relief Mill & Overlay
20 Street NE	12 Ave NE	20 St NE	Curb Relief Mill & Overlay
2 Street SE	Okanagan Ave	south 100m	Curb Relief Mill & Overlay
6 Street NE / 8 Avenue NE	Hudson Ave NE	7 St NE	Curb Relief Mill & Overlay
Lakeshore Road	#3880	#4901/#4881	Curb Relief Mill & Overlay
Lakeshore Road	#3470	#3880	Pulverize & Pave
80 Street SW	City Limits	70 Ave SW	Pulverize & Pave

Note: Locations subject to change based on actual asphalt tonnages and other project costs.

An invitation to tender was publicly issued on Thursday, March 27, 2025 and closed on Thursday April 17, 2025 at which time the City received four (4) submissions as follows:

Company	Tender Amount (excluding applicable taxes)
<b>Okanagan Aggregates Ltd</b>	<b>\$ 1,667,580.00</b>
Vernon Paving a Division of Lafarge Canada Inc	\$ 1,884,258.70
Terus Construction a div of Colas Western Canada Inc.	\$ 1,896,832.50
Pavement Solutions Inc	\$ 1,974,104.50

Oil and fuel prices have somewhat stabilized since 2022 but are still volatile and have a direct impact on asphalt prices. In 2022, the City had a 48% increase in our asphalt prices. Increases in asphalt tonnage costs from 2022 to 2023 were in the order of 7%. Staff anticipated minimal increases to the 2024 unit rate per tonne of asphalt due to market conditions. The 2024 low bid price increased by 2.5% over the 2023 price. The 2025 low bid hot mix asphalt price has increased by 3.0% over the 2024 price.

Okanagan Aggregates Ltd. has completed the City of Salmon Arm's paving program successfully over the last number of years.

#### Legislative authority / plans / reports:

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

#### Financial Considerations:

The 2025 paving project list was compiled using the 2025 Capital Paving Budget of \$1,665,800 (Asphalt Overlays & Asphalt Overlays – Additional). These budget allocations include funding for the contract works (milling, pulverizing, road stabilization, paving, line painting) and other internal ancillary costs associated with the work including material testing, road base preparation, rural road shouldering, drainage improvements, contingency, etc. For the 2025 project locations these internal costs are estimated at \$160,000. Based on the estimated internal costs, the remaining budget available for contracted works is \$1,505,800.00.

Although the 2025 tenders came in over budget, the contract allows for a maximum 15% Variance Threshold Reduction Adjustment before the need to negotiate new pricing. Staff reviewed the program scope and recommends an adjustment of -10% to stay within the approved budget. Depending on the actual tonnage of asphaltic concrete and other costs at each location, the paving program will be managed in order to take maximum advantage of the available funds.

Based on the above, it is recommended that Council award the 2025 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Form of Tender, (incorporating a 10% Variance Threshold Reduction), for a total amount of One Million Five Hundred Thousand Eight Hundred and Twenty Two Dollars (\$1,500,822.00) plus taxes as applicable. The total program costs will not exceed the approved 2025 budget amounts.

**Alternatives & Implications:**

Should the award not be approved the 2025 paving program would not be completed.

**Communication:**

Prepared by: Capital Works Supervisor  
Reviewed by: Manager of Engineering  
Approved by: Chief Administrative Officer

Attachments: 2025 Paving Program Locations (Map 1 & Map 2)

Map 1 (North)

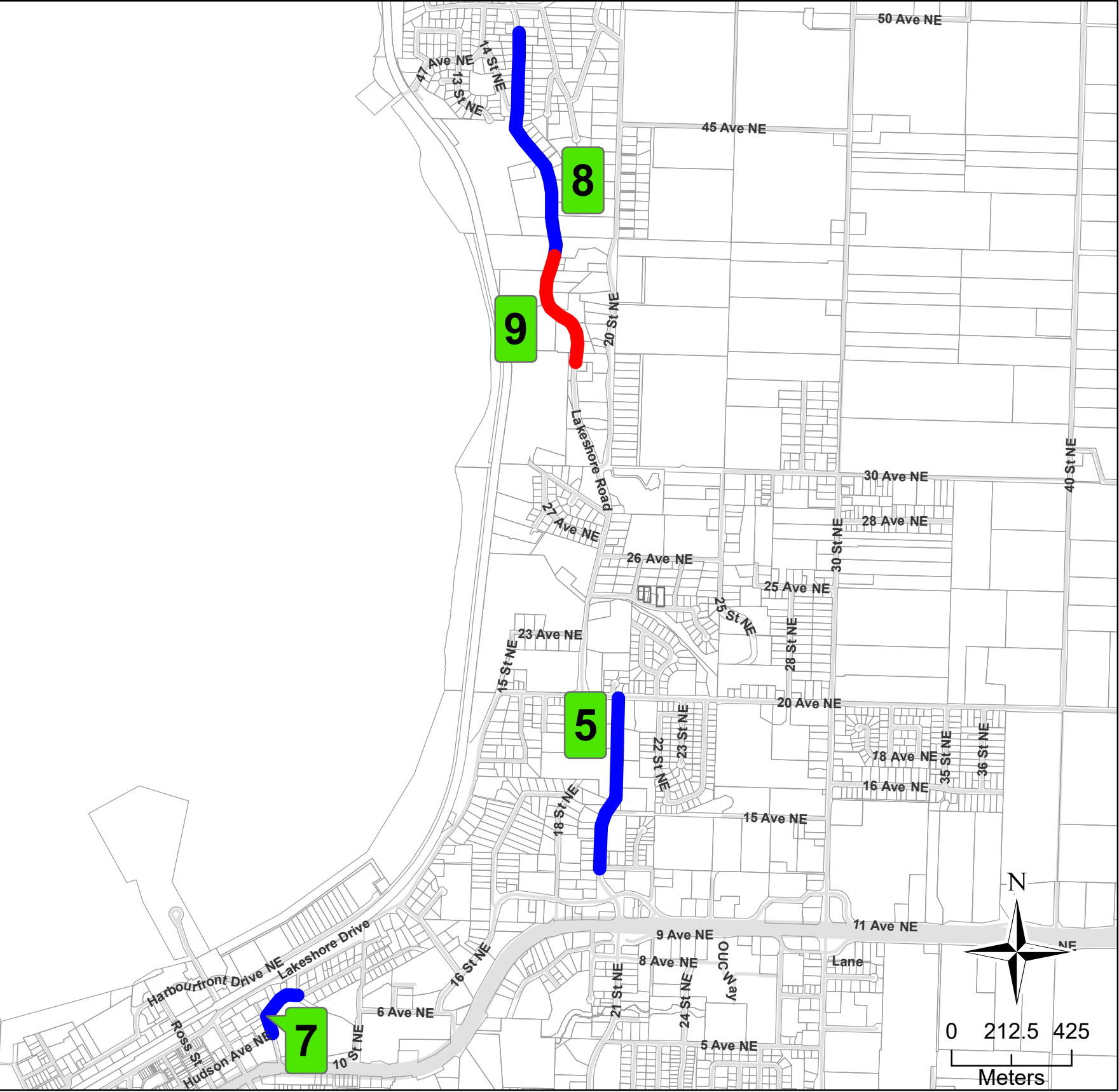
Item #	Road	From	To	Treatment
1	15 Avenue SE	10 St SE	15 St SE	Curb Relief Mill & Overlay
2	Okanagan Avenue	16 St NE	S-Curve	Curb Relief Mill & Overlay
3	23 Street SE / 3 Avenue SE	Okanagan Ave	20 St SE	Curb Relief Mill & Overlay
4	5 Street SE	10 Ave (Auto Rd)	5 Ave SE	Curb Relief Mill & Overlay
5	20 Street NE	12 Ave NE	20 St NE	Curb Relief Mill & Overlay
6	2 Street SE	Okanagan Avenue	south 100m	Curb Relief Mill & Overlay
7	6 Street NE / 8 Avenue NE	Hudson Ave NE	7 St NE	Curb Relief Mill & Overlay
8	Lakeshore Road	#3880	#4901/#4881	Curb Relief Mill & Overlay
9	Lakeshore Road	#3470	#3880	Pulverize & Pave
10	80 Street SW	City Limits	70 Ave SW	Pulverize & Pave

Legend

Curb Relief Mill & Overlay

Pulverize & Pave

Overview Map





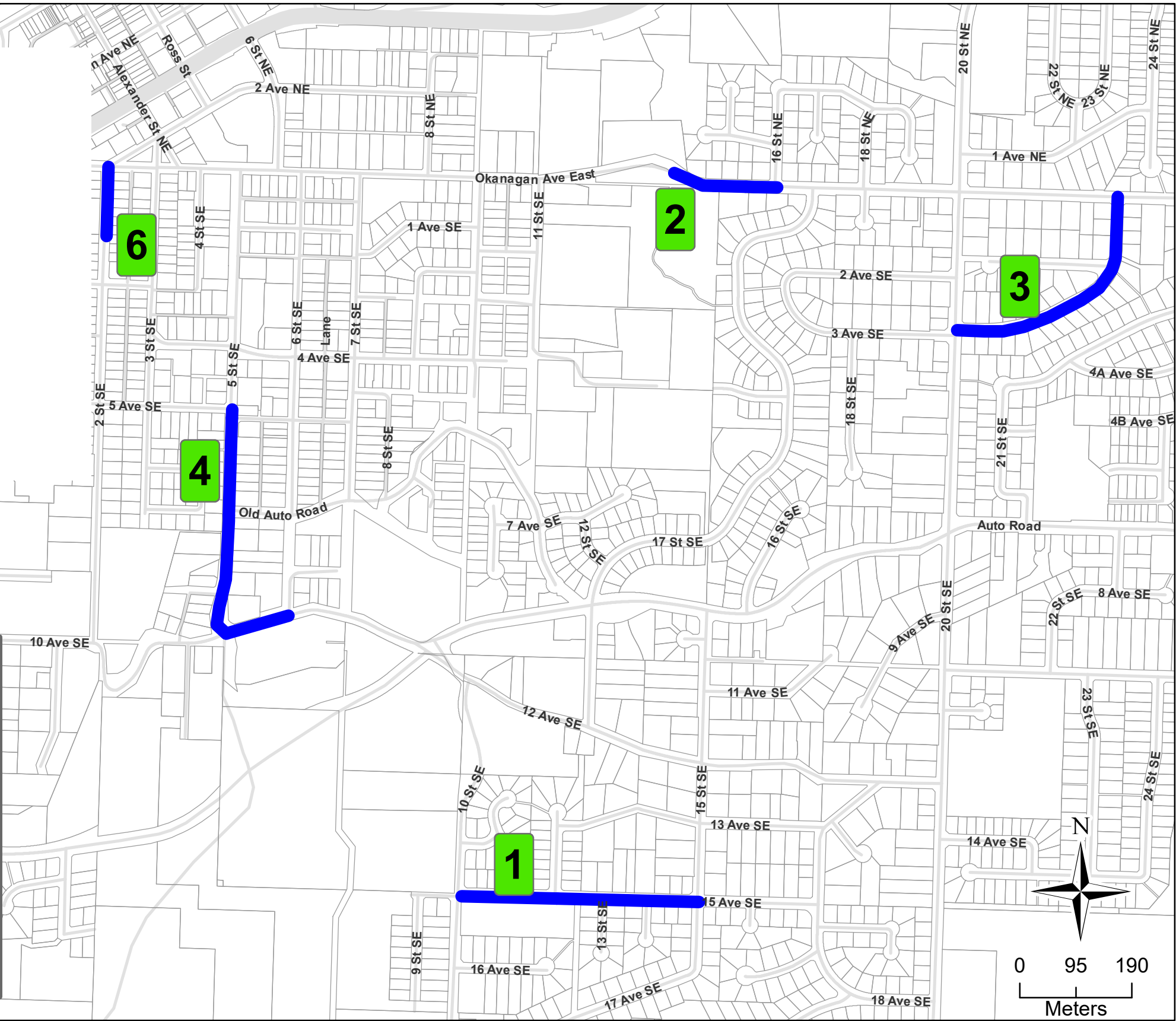
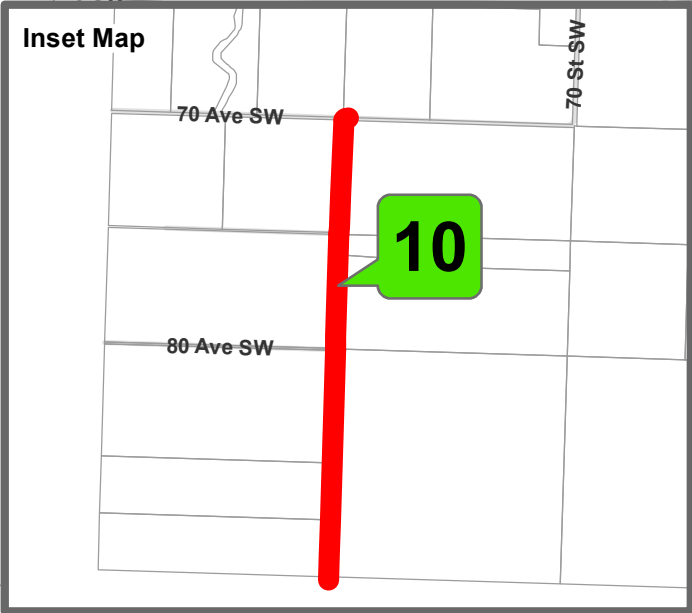
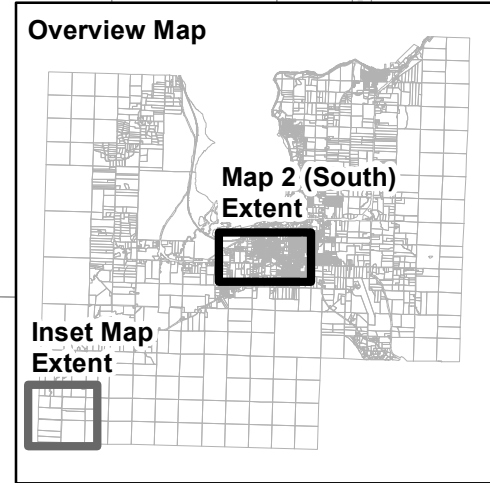
Map 2 (South)

Item #	Road	From	To	Treatment
1	15 Avenue SE	10 St SE	15 St SE	Curb Relief Mill & Overlay
2	Okanagan Avenue	16 St NE	S-Curve	Curb Relief Mill & Overlay
3	23 Street SE / 3 Avenue SE	Okanagan Ave	20 St SE	Curb Relief Mill & Overlay
4	5 Street SE	10 Ave (Auto Rd)	5 Ave SE	Curb Relief Mill & Overlay
5	20 Street NE	12 Ave NE	20 St NE	Curb Relief Mill & Overlay
6	2 Street SE	Okanagan Ave	south 100m	Curb Relief Mill & Overlay
7	6 Street NE / 8 Avenue NE	Hudson Ave NE	7 St NE	Curb Relief Mill & Overlay
8	Lakeshore Road	#3880	#4901/#4881	Curb Relief Mill & Overlay
9	Lakeshore Road	#3470	#3880	Pulverize & Pave
10	80 Street SW	City Limits	70 Ave SW	Pulverize & Pave

Legend

Curb Relief Mill & Overlay

Pulverize & Pave





## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director Engineering & Public Works – 2025 Asphalt Patching Program - Award

Date: April 28, 2025

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### Motion for Consideration:

THAT: Council award the 2025 Asphalt Patching Program to Pavement Solutions Inc., in accordance with the unit prices provided for consideration for year one (1) of the potential three (3) year total contract, estimated to be \$92,361.90 plus taxes as applicable.

### Background:

The City has historically issued a request for quotation for the asphalt patching program annually. In 2021, four (4) bids were received with A&D Asphalt Solutions being the successful low bidder. The 2021 contract included an extension option, which allowed the City to extend the contract for an additional one (1) to three (3) years upon mutual agreement by both parties. A contract extension was approved for 2022, 2023 and 2024 under the 2021 contract extension clause.

A summary of quotes over the past 5 years is included below for reference.

	Quote Prices (excl. taxes)				
Company	2020 RFQ	2021 RFQ	2022 Contract Extension	2023 Contract Extension	2024 Contract Extension
<b>A&amp;D Asphalt (Armstrong)</b>	\$ 150,625.00	<b>\$ 79,325.00</b>	<b>\$ 95,640.00</b>	<b>\$ 111,915.00</b>	<b>\$ 114,750.50</b>
Dawson Const (Kamloops)	<b>\$ 144,130.00</b>	-			
Valley Blacktop (Revelstoke)	\$ 160,737.00	\$ 84,250.00			
Power Paving (Tappen)	-	\$ 111,825.00			
88 Pave Rite Ltd. (Kamloops)	-	\$ 152,250.00			

In March, the City tendered a new patching program, with modifications to improve contract language, measurement and payment, and safety. The 2025 program included the same potential for contract extension for up to 2 additional years (total of 3 years maximum).



An invitation to tender was publicly issued on Thursday, March 27, 2025 and closed on Thursday April 17, 2025 at which time the City received three (3) submissions as follows:

Company	Tender Amount (excluding applicable taxes)
<b>Pavement Solutions Inc (Sorrento)</b>	<b>\$ 92,361.90</b>
Hystad Contracting Ltd (Vernon)	\$ 104,650.40
A&D Asphalt (Armstrong)	\$ 127,035.00

Pavement Solutions Inc has not worked for the City of Salmon Arm before. They are a relatively new company, serving the north & south Shuswap communities with experience working for Sun Peaks and Chase, and private contract patching and paving works. Based on review of the company, Pavement Solutions Inc possess the necessary equipment and experienced personnel to undertake the asphalt patching program.

#### Legislative authority / plans / reports:

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

#### Financial Considerations:

The annual patching program includes select road repairs directed by Staff, using the 2025 Approved Budget (\$94,000). In addition, the patching program includes small asphalt patches repairing utility works, capital projects, and work under taken as part of development impacts (charge-out accounts). These projects do not impact the budget and are fully cost recovered in other accounts or through billing. In addition to the direct costs for asphalt patching, additional work is required in some circumstances to prepare the roadway for asphalt placement. These additional works and patching program costs are estimated as follows:

Road Repair Type	Estimated Budget	Patching Program Portion (estimate)
Patching	\$ 94,000.00	\$ 57,000.00
Capital Projects	\$ 20,000.00	\$ 20,000.00
Utility Patching, Charge Outs, etc.	\$ 55,000.00	\$ 33,000.00
<b>Total</b>	<b>\$ 169,000.00</b>	<b>\$ 110,000.00</b>

The quantities within the patching program quote include unit pricing for each of the various road repairs listed above. Depending on the actual tonnage, size of patches and other associated costs, the patching program will be increased or decreased in order to maximize use of the available funds. It should be noted that a unit price contract allows flexibility to increase or decrease the scope of work (total number of units). The individual road repair amounts will not exceed the 2025 asphalt patching budget amount.

**Alternatives & Implications:**

None

**Communication:**

Prepared by: Capital Works Supervisor  
Reviewed by: Manager of Engineering  
Approved by: Chief Administrative Officer

Attachments: None



## REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: ZON-1306 – SSMUH Rezoning - 1231 1 Street SE & 481 Highway 97B NE

Legal: 1) South portion of Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916  
2) Strata Lots 1 to 30, Section 18, Township 20, Range 9, W6M, EPS2062 (Carriage Lane)

Civic: 1) 1231 1 Street SE  
2) 481 Highway 97B NE

Owner: NA  
Agent: NA

Date: April 7, 2025

---

### Executive Summary/Purpose:

To rezone Carriage Lane strata from R-6 (Mobile Home Park Residential Zone) to R-14 (Compact/Strata Multi-Family Residential Zone) and the south portion of 1231 1 Street SE from R-14 (Compact/Strata Multi-Family Residential Zone) to R-10 (Residential Zone) to align existing uses. Proposed Zoning Maps are included in Appendices 1 and 2.

### Motion for Consideration:

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 the South portion of Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 from R-14 (Compact/Strata Multi-Family Residential Zone) to R-10 (Residential Zone);

AND THAT: the Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Strata Lots 1 to 30, Section 18, Township 20, Range 9, W6M, EPS2062 (Carriage Lane) from R-6 (Mobile Home Park Residential) to R-10 (Residential Zone).

### Staff Recommendation:

That the Motion for Consideration be adopted.

**Proposal:**

This application is a City initiated file to rezone the Carriage Lane strata from R-6 (Mobile Home Park Residential Zone) to R-14 (Compact/Strata Multi-Family Residential Zone) and the south portion of 1231 1 Street SE from to R-14 (Compact/Strata Multi-Family Residential Zone) to R-10 (Residential Zone) to reflect the current uses and bring the subject property into conformance with Zoning Bylaw No. 2303.

**Background:****1231 1 Street SE (Appendix 1 - Maps)**

The subject property is approximately 0.2 ha (0.7 ac) in area, designated in the Official Community Plan (OCP) as Residential Medium Density and zone R-14 (Compact/Strata Multi-Family Residential Zone) in the Zoning Bylaw.

Adjacent land uses are as follows:

North: Single family dwelling	Zoned R-10
South: Single family dwelling	Zoned R-10
East: Single family dwelling & accessory building/structure	Zoned R-10
West: Single family dwellings	Zoned R-10

In 2021, the subject property was rezoned from R-1 (Single Family Residential) to R-4 (Medium Density Residential) to support the development of a multi-family residential development. The developer intended to retain the existing single family dwelling as part of that proposal and the R-4 zoning allowed for the use at that time.

In 2024, as part of the Small-scale Multi-unit Housing (SSMUH) rezoning package, the subject property was rezoned to the R-14 zone, which did not include single family dwelling as a permitted use, rendering (albeit inadvertently) the existing dwelling as a legally non-conforming use. During the SSMUH process, most R-4 zoned sites were rezoned to R-14 assuming an intent to develop multi family housing in the future. Rezoning the portion containing the single detached dwelling would remedy this situation and make the single detached dwelling legally conforming again.

Council issued form and character Development Permit No. 442 in 2022. The Development Permit expired in 2024. The owner has submitted a new Development Permit proposal for a multi-family development on the north portion of the property and intends to retain the existing single family dwelling. In order to advance the new Development Permit and Subdivision applications, the split zoning is required to bring the site into compliance with the current zoning regulations and allow for the development of multi-family development on the north portion of the subject property.

**481 Highway 97B NE/Carriage Lane Strata (Appendix 2 - Maps)**

The subject property developed over 10 years ago as a strata titled manufactured (modular) home development, totalling 30 strata parcels.

Adjacent land uses are as follows:

North: Park (Haney Heritage Village & Park)	Zoned P-1
South: Commercial Campground	Zoned C-5
East: Single family dwelling & Agriculture (ALR)	Zoned A-2

West: Single family dwellings & Agriculture (ALR)                      Zoned A-2

Staff have reviewed the subject property and rezoning to R-10 aligns with SSMUH legislation and with the ultimate build out of the property with manufactured homes (modular units). Rezoning to R-10 would allow for accessory dwelling units such as suites to be developed on each parcel. The current R-6 zoning does not allow the existing modular units to develop accessory dwelling units.

**Relevant Policy(ies):**

N/A

**Referral Comments:**

Planning Department

Through the SSMUH bylaw amendment process staff endeavored to be as accurate as possible in assessing current uses on sites and aligning those uses with the appropriate zoning. Staff recognize that the bylaw amendments brought forward as part of the SSMUH requirements were swift and given the short timeframe minor rezoning of a similar nature may be necessary from time to time.

Given the rationale noted above and that the OCP designation supports the rezoning, staff support the rezoning of the subject properties.

**Financial Considerations:**

N/A

**Committee Recommendations:**

N/A

**Public Consultation:**

The proposed rezoning is consistent with the OCP, within the Urban Containment Boundary and supports residential uses; therefore a Statutory Public Hearing will not be held. First reading of the bylaw is expected at the April 28, 2025 Regular Council meeting. Council may consider up to three readings of the bylaw at that time. Notice of first reading of the bylaw will be mailed and hand delivered to all properties within 30m of the subject properties. Newspaper ads will be placed in two editions in advance of first reading of the bylaws.

**Alternatives & Implications:**

Should Council not rezone the subject properties then the current zoning would remain in effect. This would leave the Carriage Lane property inconsistent with the SSMUH legislation and hinder multi family development on the 1231 1 Street SE.

Prepared by: Manager of Planning and Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

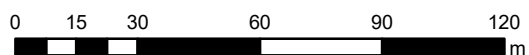
**Attachments:**

- Appendix 1 – 1231 1 Street SE Maps
- Appendix 2 – 481 Highway 97B NE Maps

**1231 1 Street SE**

10 AVE. S.E.

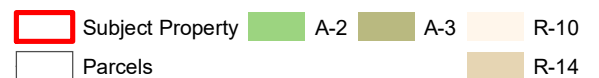
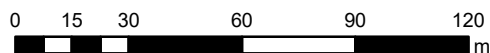
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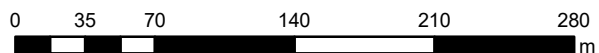
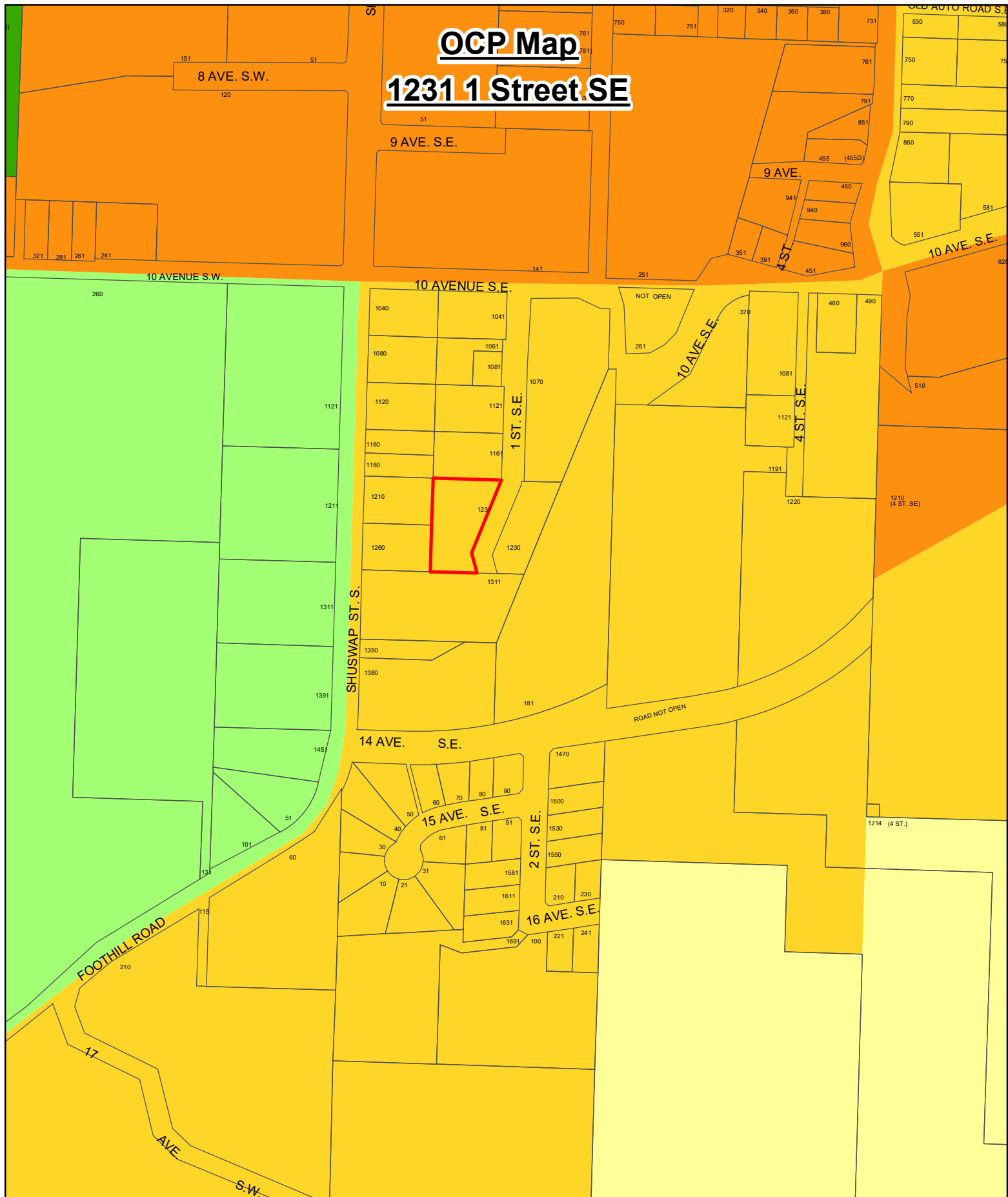
Parcels

# Zoning Map

## 1231 1 Street SE



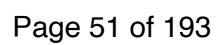
**1231 1 Street SE**



- Subject Property  
   Acreage Reserve  
   Residential - Medium Density  
  Parcels  
   Park  
   Residential - High Density  
  Residential - Low Density



**1231 1 Street SE**

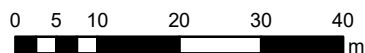




Parcels



**Ortho Map - Small Scale**

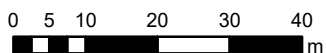
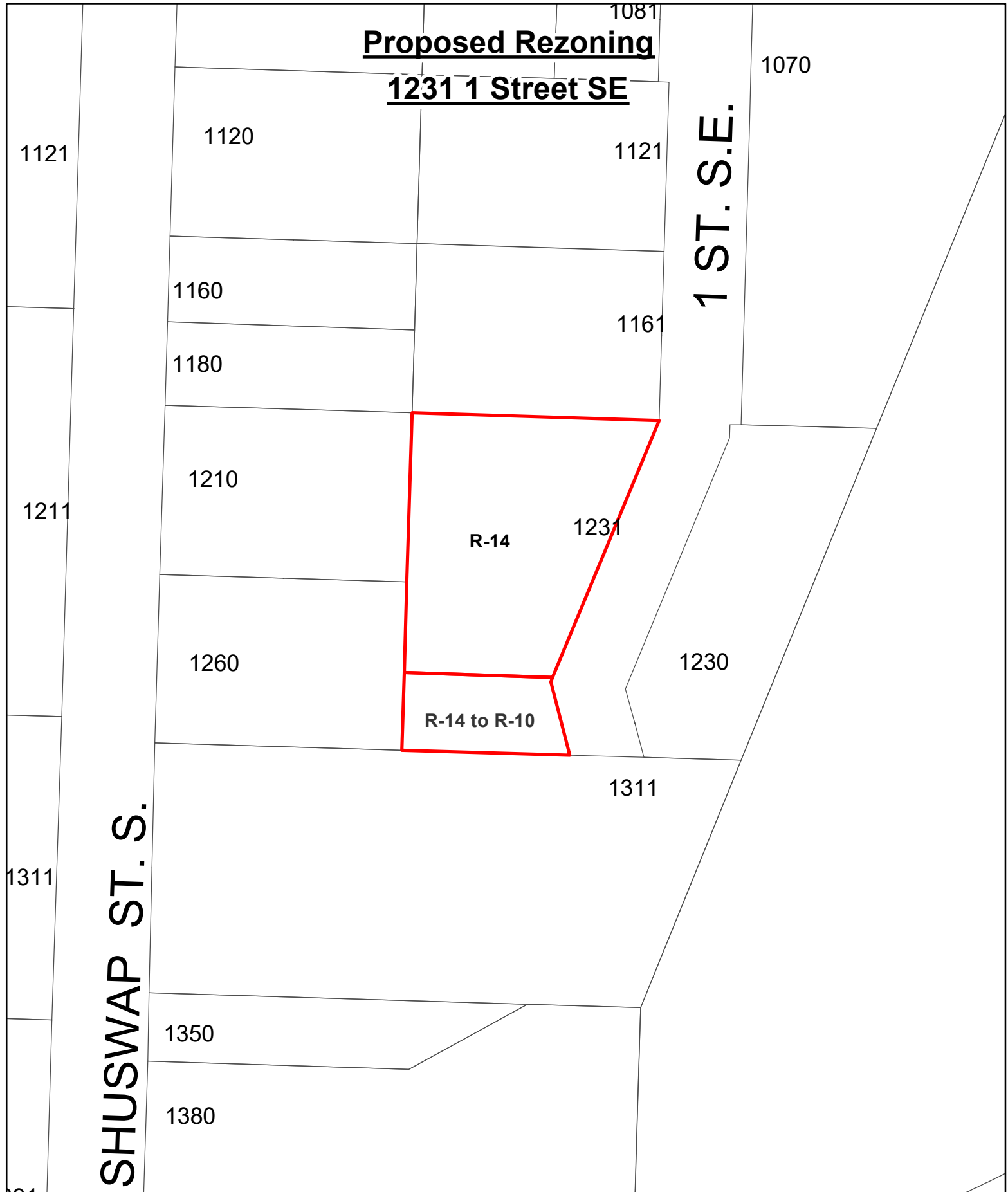
**1231 1 Street SE**





-  Subject Property
-  Parcels

**Proposed Rezoning**

**1231 1 Street SE**

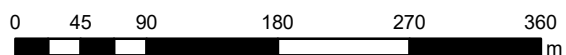
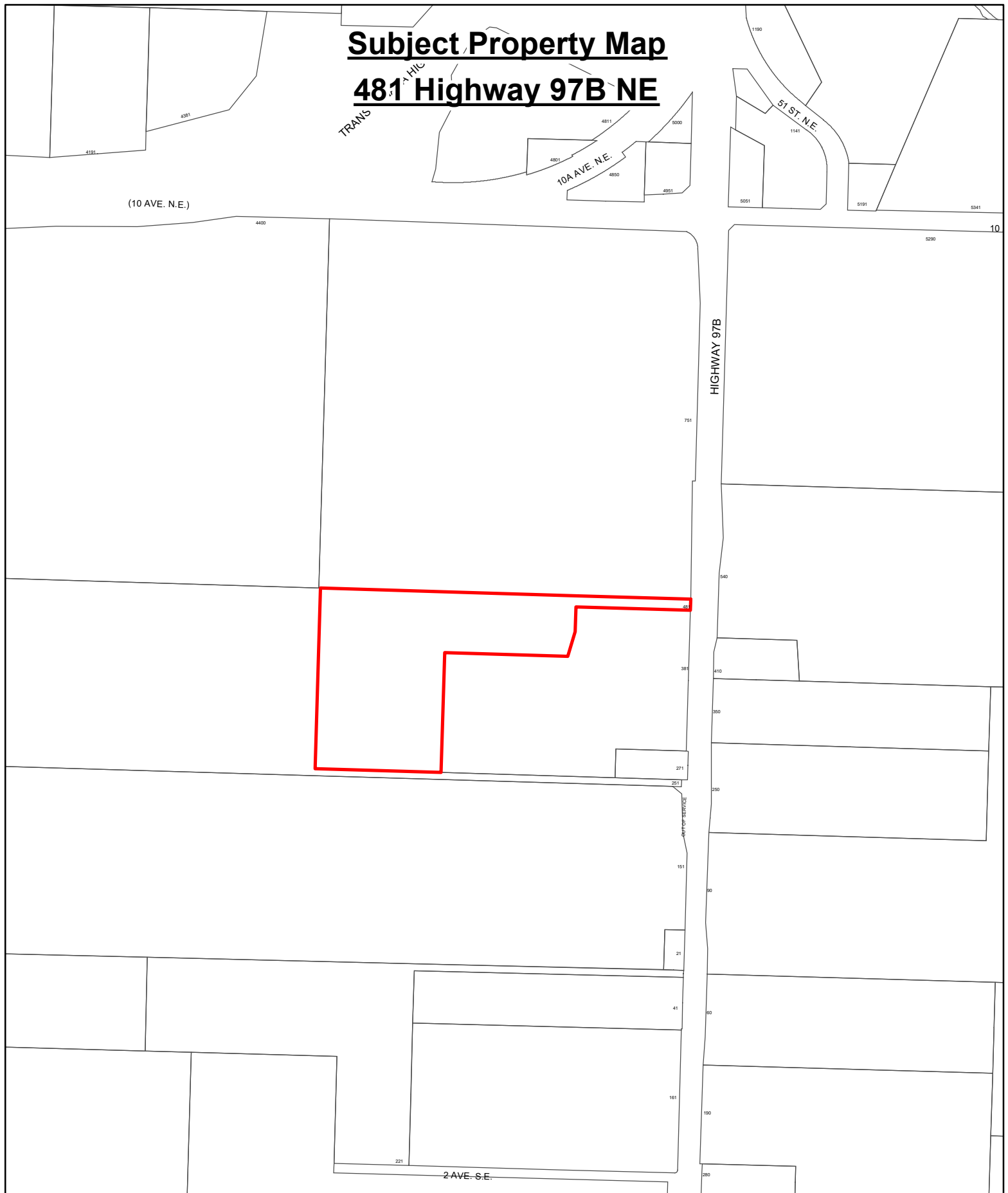




-  Subject Property
-  Parcels



# Subject Property Map

## 481 Highway 97B NE

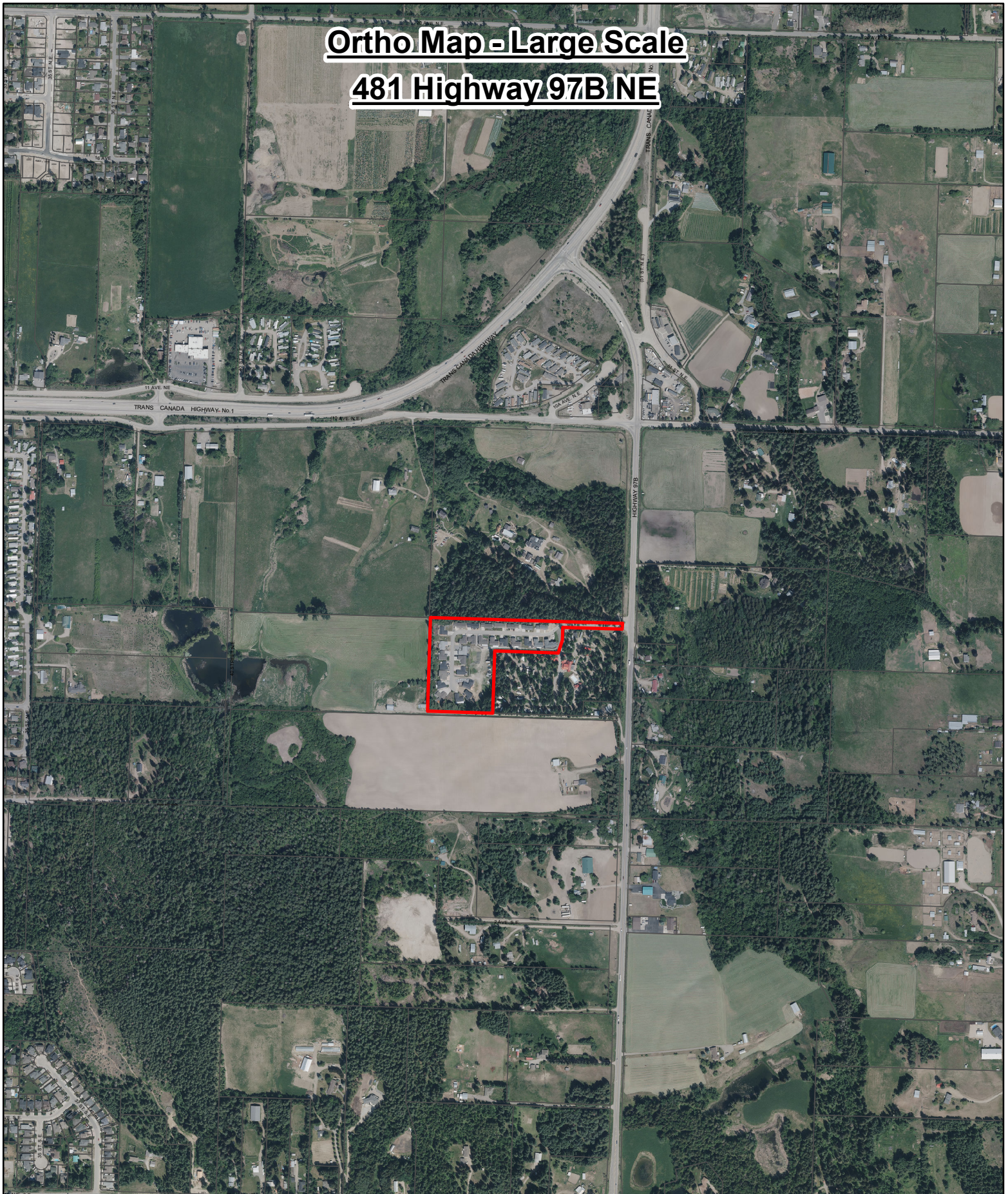


-  Subject Property
-  Parcels



# Ortho Map - Large Scale

## 481 Highway 97B NE



0 90 180 360 540 720  
m



Subject Property

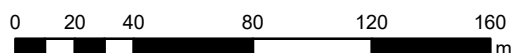




Parcels



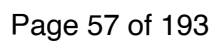
# Ortho Map - Small Scale

481 Highway 97B NE



-  Subject Property
-  Parcels



[illegible]

- Subject Property
  Acreage Reserve
  Commercial - Highway Service / Tourist
- Parcels
  Park
  Industrial - Light
- Institutional
  Industrial - Airside
- Residential - Low Density

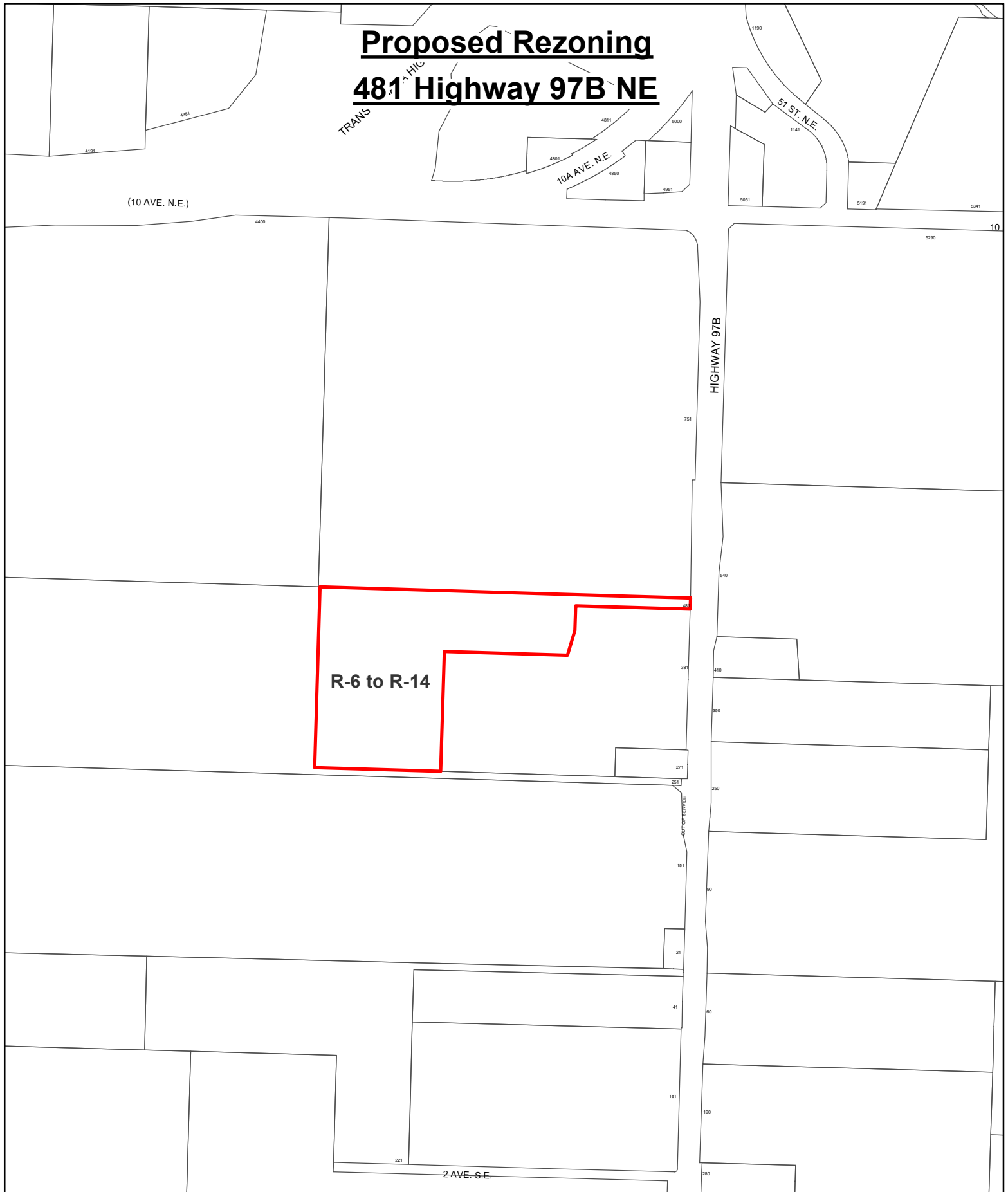
**Zoning Map**  
**481 Highway 97B NE**

The map displays a grid of land parcels. A large parcel in the center-right is highlighted with a red border. This parcel is adjacent to TRANS CANADA HIGHWAY No. 1 and HIGHWAY 97B. Other parcels are color-coded: green for general land, brown for certain commercial or industrial zones, blue for water bodies, pink for residential zones, and purple for specific commercial zones. The map also shows various streets and highways, including TRANS CANADA HIGHWAY No. 1, HIGHWAY 97B, and several local roads like 11 AVE. NE, 10 AVE. NE, 9 AVE. NE, 8 AVE. NE, 7 AVE. NE, 6 AVE. NE, 5 AVE. NE, 4 AVE. NE, 3 AVE. NE, 2 AVE. NE, 1 AVE. NE, 10 AVE. SE, 9 AVE. SE, 8 AVE. SE, 7 AVE. SE, 6 AVE. SE, 5 AVE. SE, 4 AVE. SE, 3 AVE. SE, 2 AVE. SE, 1 AVE. SE.

- | Subject Property | A-2 | C-6 | P-3  |
|------------------|-----|-----|------|
| Parcels          | A-3 | M-1 | R-6  |
|                  | C-3 | M-2 | R-10 |
|                  | C-4 | P-1 | R-14 |
|                  | C-5 | P-2 |      |



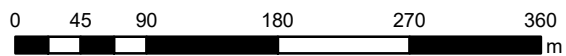
# Proposed Rezoning 481 Highway 97B NE





R-6 to R-14

HIGHWAY 97B

2 AVE. S.E.



-  Subject Property
-  Parcels

# CITY OF SALMON ARM

## BYLAW NO. 4701

### **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 Strata Lots 1 – 30, Section 18, Township 20, Range 9, W6M, KDYD, Strata Plan EPS2062 located at 481 Highway 97B NE, Salmon Arm, BC from R-6 (Mobile Home Park Residential Zone) to R-14 (Compact/Strata Multi-Family Residential Zone) attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4701**”

READ A FIRST TIME THIS DAY OF 2025

READ A SECOND TIME THIS DAY OF 2025

READ A THIRD TIME THIS DAY OF 2025

ADOPTED BY COUNCIL THIS DAY OF 2025

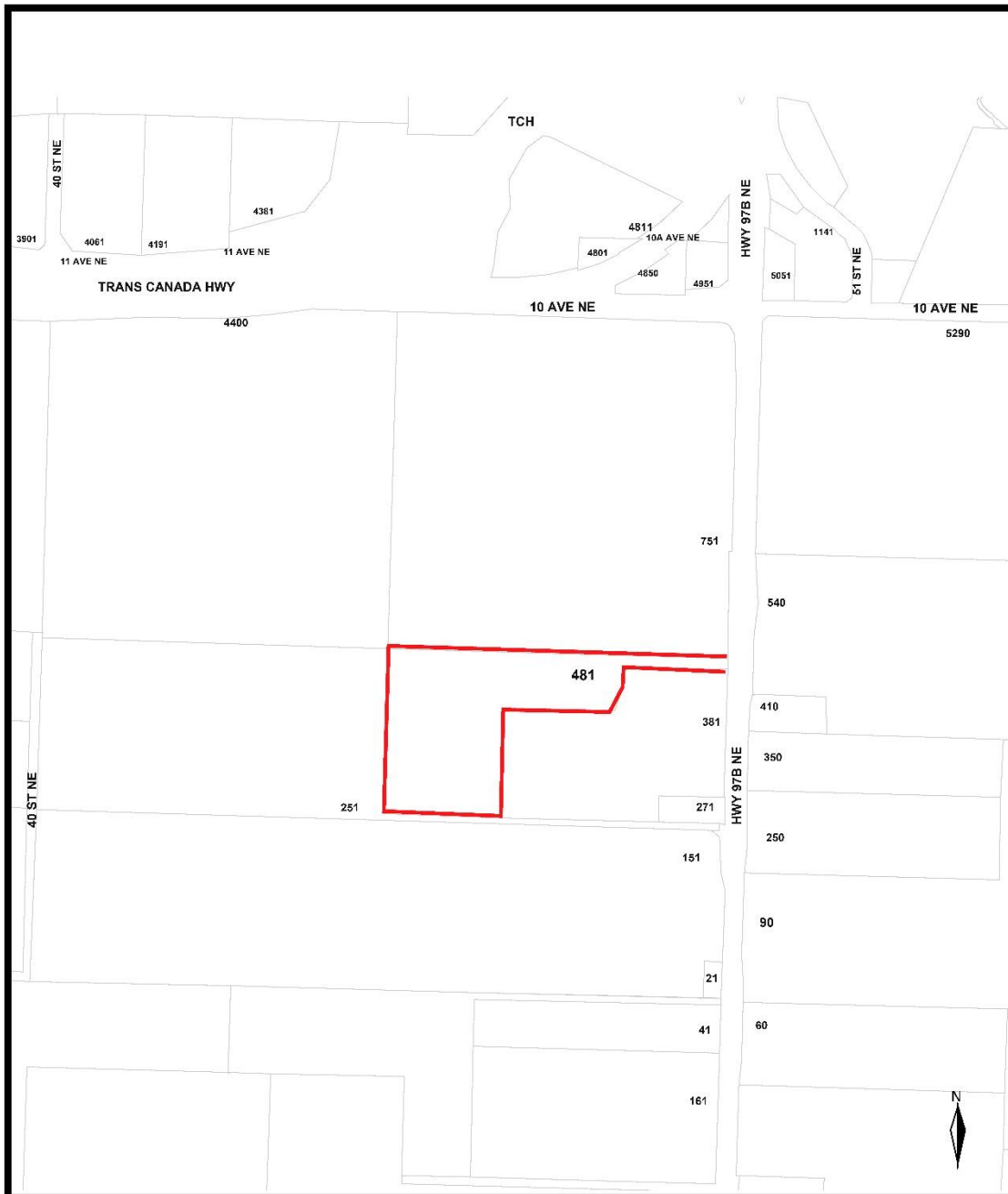
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MAYOR

---

CORPORATE OFFICER

Schedule "A"



# **CITY OF SALMON ARM**

## **BYLAW NO. 4703**

### **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 the South portion of Lot 11, Section 11, Township 20, Range 10, W6M, KDYD, Plan 9916 located at 1231 1 Street SE, Salmon Arm, BC from R-14 (Compact/Strata Multi-Family 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.

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4703**”

READ A FIRST TIME THIS DAY OF 2025

READ A SECOND TIME THIS DAY OF 2025

READ A THIRD TIME THIS DAY OF 2025

ADOPTED BY COUNCIL THIS DAY OF 2025

---

MAYOR

---

CORPORATE OFFICER

Schedule "A"





## REQUEST FOR DECISION

To: Development & Planning Services Committee

Title: Zoning Amendment Application No. 1305

Legal: Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP99304  
Civic: 1490 10 Avenue SW  
Owner: W. Laird  
Agent: W. Laird

Date: April 22, 2025

---

### **Executive Summary/Purpose:**

The purpose of this application is to rezone the subject property to allow for future development in alignment with the C-6 zoning regulations in Zoning Bylaw No. 2303.

### **Motion for Consideration:**

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP99304 from C-3 (Service Commercial) to C-6 (Tourist/Recreation Commercial);

AND THAT: Final Reading of the Bylaw be withheld subject to Ministry of Transportation and Transit approval.

### **Staff Recommendation:**

THAT: The motion for consideration be adopted.

### **Proposal:**

This proposal is requesting a zoning amendment from C-3 (Service Commercial) to C-6 (Tourist / Recreation Commercial) in order to allow for future development in alignment with the C-6 zoning regulations in Zoning Bylaw No. 2303.

### **Background:**

The subject property is located at 1490 10 Avenue SW (see Appendices 1 & 2). It is zoned C-3 (Service Commercial) and is designated Highway Service/Tourist Commercial in the City's Official Community Plan (OCP). The subject property is approximately 2.75 hectares (6.8 acres) in area and located directly north of the Agricultural Land Reserve and south of 10 Avenue SW (See Appendices 3 to 5). It is located within the floodplain.

Adjacent land uses include the following:



North:	Commercial	C-6 (Tourist/Recreation Commercial)
South:	Agriculture (ALR)	A-1 (Agriculture)
East:	Mixed-use Commercial/Residential	C-2 (Town Centre Commercial)
West:	Commercial	C-3 (Service Commercial)

Existing buildings on the property include a Single-Family Dwelling, an Accessory Dwelling Unit, and two (2) accessory farm buildings. Attached as Appendix 6 are the site photos taken on February 28, 2025.

A mixed use commercial and residential development is currently under construction on the parcel to the east of the subject property. This development is not depicted in the attached Ortho Maps, as the ortho photo predates the construction (Appendix 2).

**Relevant Policy(ies):**

The proposed zoning amendment is consistent with the Highway Service/Tourist Commercial (HC) designation outlined in the OCP. This amendment supports the Commercial Objectives and Policies identified in the OCP, including the promotion of commercial activities within the City's primary commercial zones.

**Referral Comments:**

Fire Department

No concerns.

Building Department

No concerns.

Ministry of Transportation and Transit

Preliminary Approval is granted for the rezoning on February 21, 2025.

Engineering Department

No concerns with the rezoning. Servicing requirements for Subdivision Application No. 25.01 have been provided to the applicant and are attached as Appendix 7.

#### Planning Department

The purpose of the C-6 zone is to accommodate pedestrian oriented tourist/recreation businesses. Some of the permitted uses within the C-6 zone include retail stores and upper floor dwelling units. The key distinction between the C-3 and C-6 zones is the maximum building height—19.0 metres in the C-6 zone, compared to 6.0 metres in the C-3 zone. This height difference allows for a greater number of upper floor dwelling units. The C-6 zone would also allow the building to be located 3.0 metres from the front property line compared to the 6.0 metres requirement in the C-3 zone. C-6 zoning regulations attached as Appendix 8.

<b>Regulations</b>	<b>C-3 (Service Commercial Zone)</b>	<b>C-6 (Tourist/Recreation Commercial Zone)</b>
Height	10.0 metres (32.8 feet)	19.0 metres (62.3 feet)
Setback - Front	6.0 metres (19.7 feet)	3.0 metres (9.8 feet)
Setback - Exterior side	6.0 metres (19.7 feet)	N/A
Setback - Interior side	1.0 metres (3.0 metres adjacent to residential zones) 3.3 feet (9.8 feet adjacent to residential zones)	N/A
Setback - Rear	1.0 metres (3.0 metres adjacent to residential zones) 3.3 feet (9.8 feet adjacent to residential zones)	3.0 metres (9.8 feet)

A subdivision application has been submitted in conjunction with the rezoning application. That application proposes to divide the subject property into three (3) separate lots (Appendix 5).

Future development or redevelopment of the parcel will be subject to the guidelines established for the Highway Service/Tourist Commercial Development Permit Area. Any future site development would require a Development Permit, at which point detailed considerations regarding siting, building size, landscaping and screening, as well as access, circulation, and parking requirements, will be addressed. Future development will also be subject to the floodplain provisions of Zoning Bylaw No.2303.

The Highway Service/Tourist Commercial designation outlined in the OCP aligns with the proposed C-6 zoning. Staff considers the subject parcel to be well suited for the intended C-6 uses, given its location along the 10 Avenue SW corridor and its proximity to other mixed use commercial areas. As the C-6 rezoning aligns with the OCP, staff are supportive of the proposal.

#### **Financial Considerations:**

None.

#### **Committee Recommendations:**

N/A

**Public Consultation:**

Pursuant to the Local Government Act and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30 metres radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. A Notice of Development Sign will be posted by the applicant on the subject parcel. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on May 12, 2025.

**Alternatives & Implications:**

N/A

Prepared by: Planner I

Reviewed by: Manager of Planning & Building

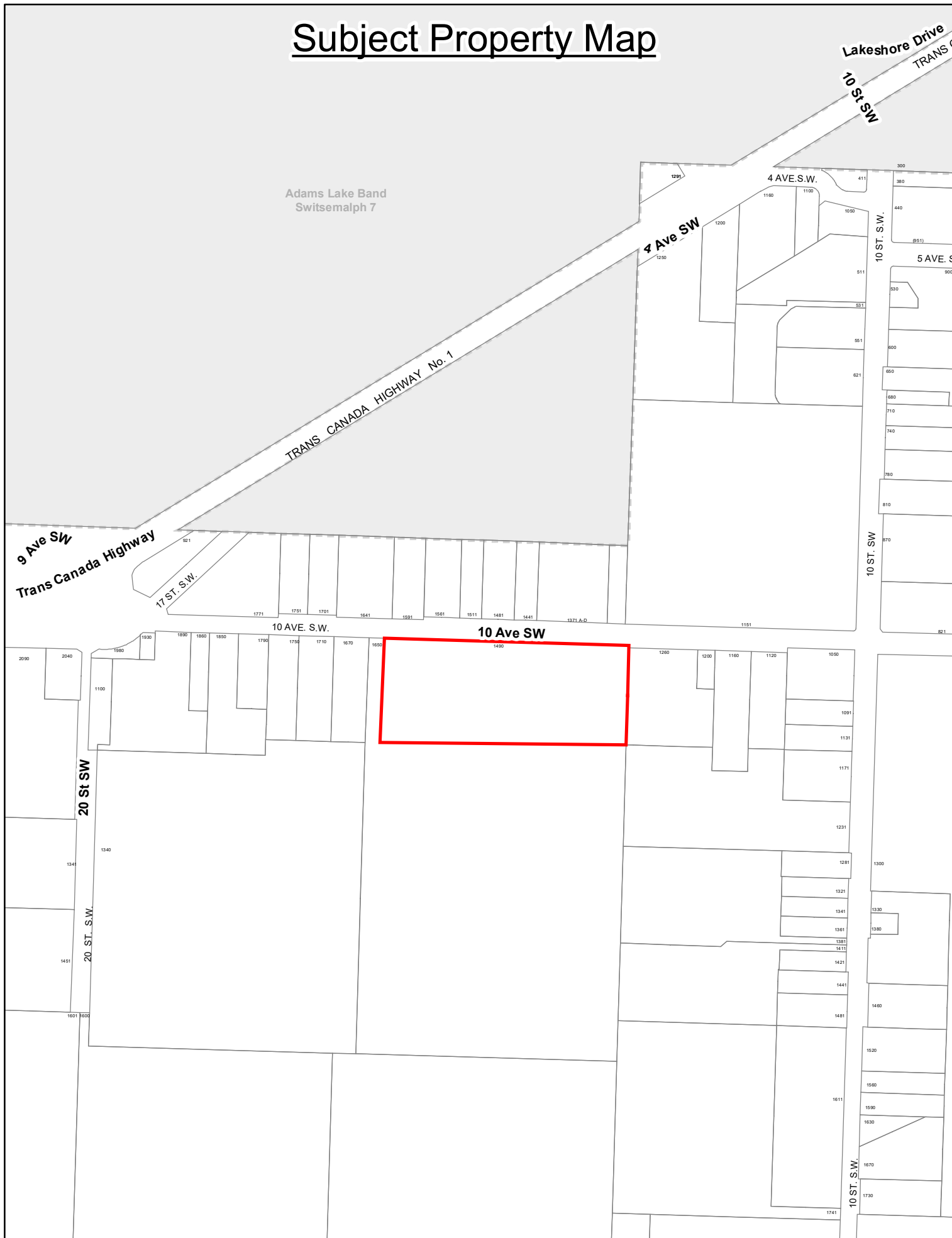
Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

**Attachments:**

- Appendix 1 – Subject Property Map
- Appendix 2 – Ortho Map
- Appendix 3 – OCP Maps
- Appendix 4 – Zoning Map
- Appendix 5 – Sketch Plan
- Appendix 6 – Site Photos
- Appendix 7 – Engineering Comments
- Appendix 8 – C-6 Zone

# Subject Property Map



0 45 90 180 270 360 Meters

## Legend



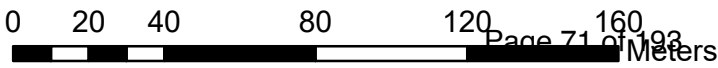
Subject Property





Parcels

# Subject Property Map

TRANS CANADA HIGHWAY



## Legend

-  Parcels
-  Subject Property



# Ortho Map



0 45 90 180 270 360 Meters

## Legend



Subject Property




Parcels



# Ortho Map





N

0 20 40 80 120 160

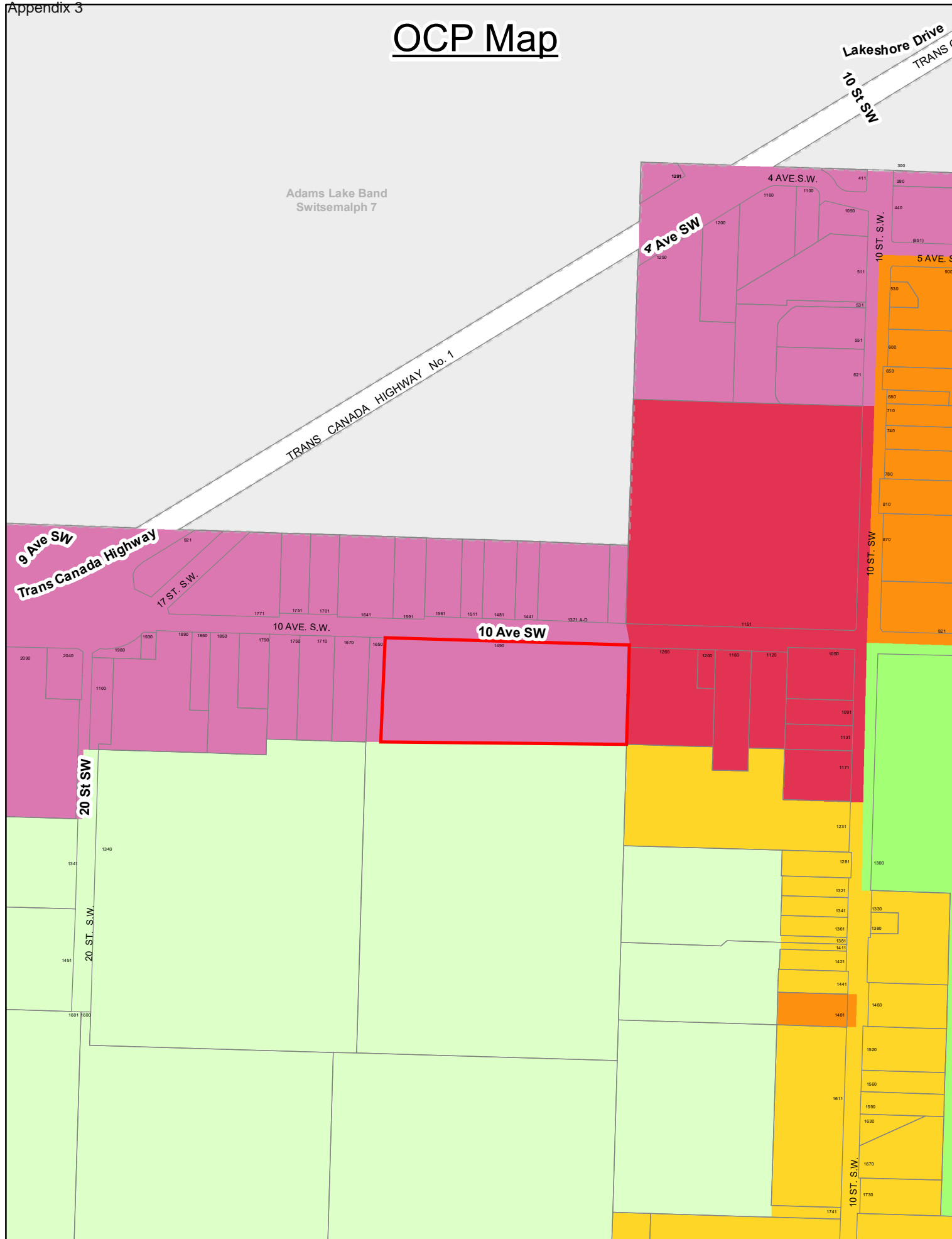
Page 73 of 193 Meters

Legend

- Parcels
- Subject Property



# OCP Map



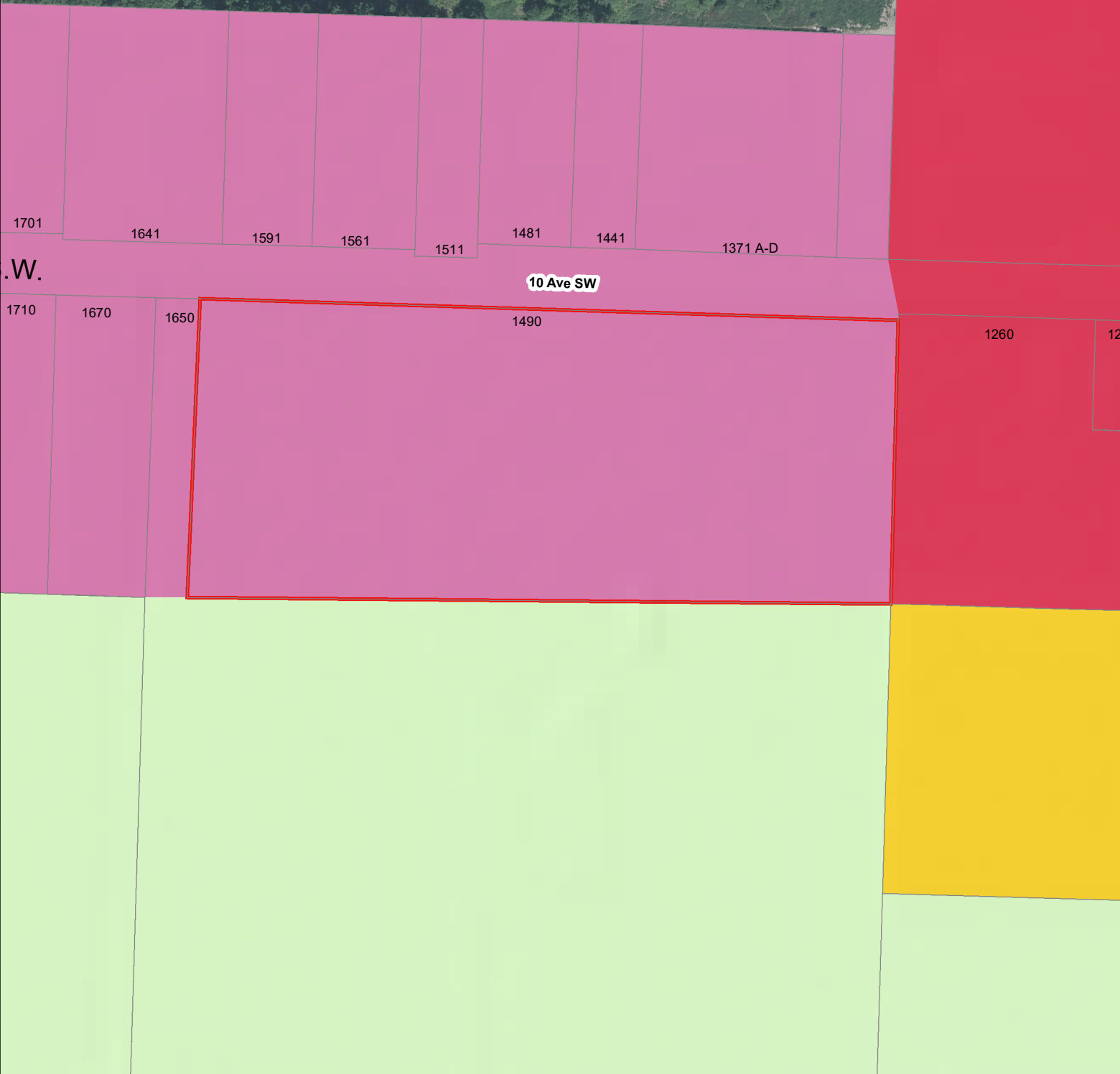
0 40 80 160 240 320 Meters

## Legend

- |   |   |   |
|---|---|---|
| <span style="border: 2px solid red; display: inline-block; width: 20px; height: 10px;"></span> Subject Property                 | <span style="background-color: #90EE90; display: inline-block; width: 20px; height: 10px;"></span> Acreage Reserve                        | <span style="background-color: #FF8C00; display: inline-block; width: 20px; height: 10px;"></span> Residential - High Density |
| <span style="background-color: #90EE90; display: inline-block; width: 20px; height: 10px;"></span> Parcels                      | <span style="background-color: #90EE90; display: inline-block; width: 20px; height: 10px;"></span> Salmon Valley Agriculture              | <span style="background-color: #DC143C; display: inline-block; width: 20px; height: 10px;"></span> Commercial - City Centre   |
| <span style="background-color: #FFD700; display: inline-block; width: 20px; height: 10px;"></span> Residential - Medium Density | <span style="background-color: #DDA0DD; display: inline-block; width: 20px; height: 10px;"></span> Commercial - Highway Service / Tourist |   |

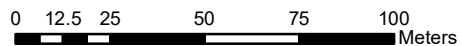
S CANADA HIGHWAY

# OCP Map



.W.

10 Ave SW



Legend

Parcels

Subject Property

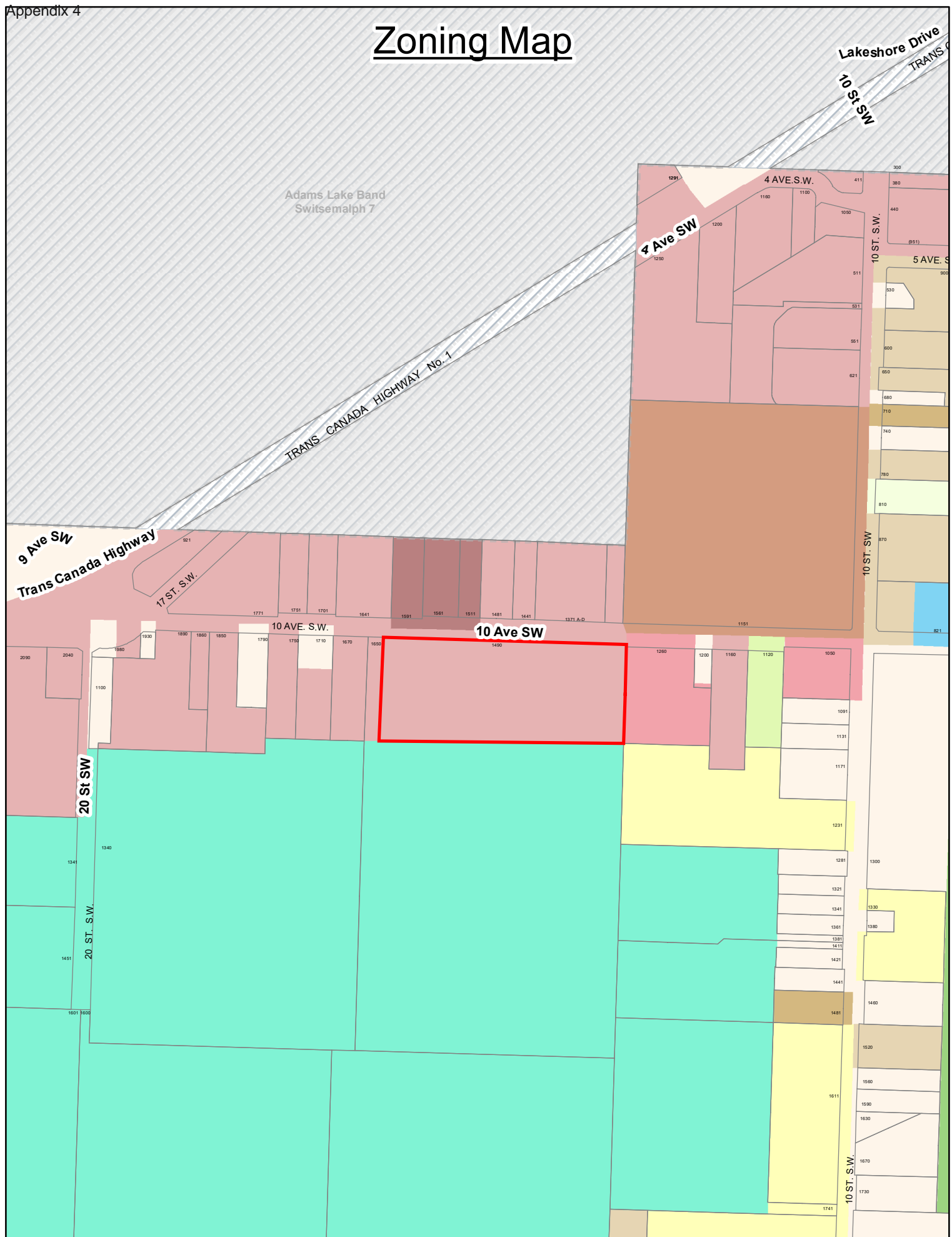
Salmon Valley Agriculture

Residential - Medium Density

Commercial - City Centre

Commercial - Highway Service / Tourist

# Zoning Map

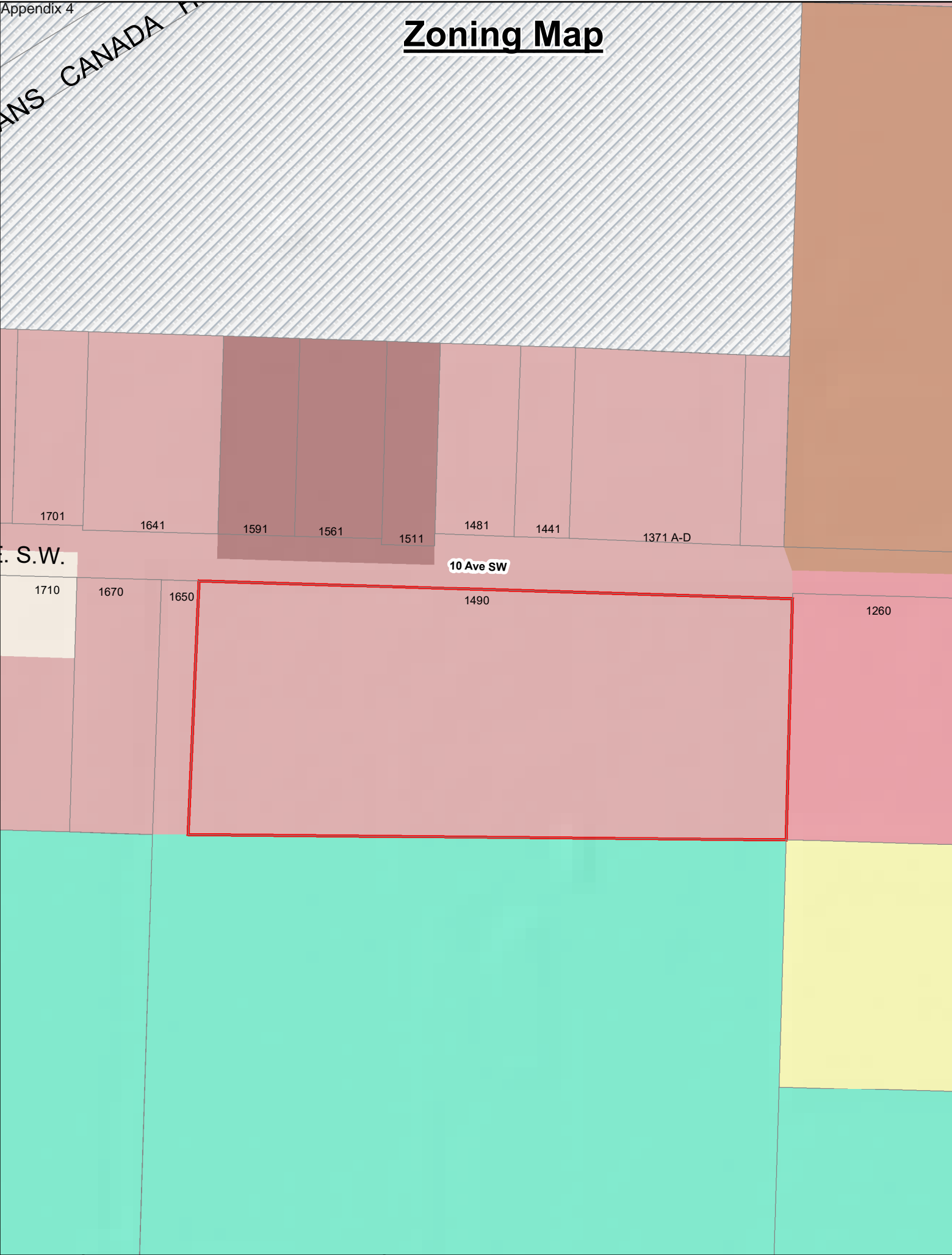


0 40 80 160 240 320 Meters

## Legend

<span style="border: 2px solid red; display: inline-block; width: 20px; height: 10px;"></span> Subject Property	<span style="background-color: #00FFFF; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> A-1	<span style="background-color: #FFB6C1; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> C-3	<span style="background-color: #FFFFE0; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> CD-1	<span style="background-color: #D2B48C; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-5	<span style="background-color: #F5DEB3; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-14
<span style="border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> Parcels	<span style="background-color: #90EE90; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> A-2	<span style="background-color: #8B4513; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> C-6	<span style="background-color: #90EE90; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> CD-11	<span style="background-color: #F5DEB3; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-10	<span style="background-color: #D3D3D3; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> IR
	<span style="background-color: #FFB6C1; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> C-2	<span style="background-color: #A0522D; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> C-7	<span style="background-color: #00BFFF; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> P-3	<span style="background-color: #FFFFE0; border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span> R-11	

# Zoning Map



E. S.W.

10 Ave SW

1701

1641

1591

1561

1511

1481

1441

1371 A-D

1710

1670

1650

1490

1260

## Legend

Page 77 of 193



Subject Property



A-1



C-3



C-7



R-11



C-2



C-6



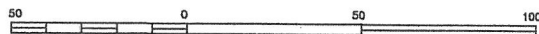
R-10



IR

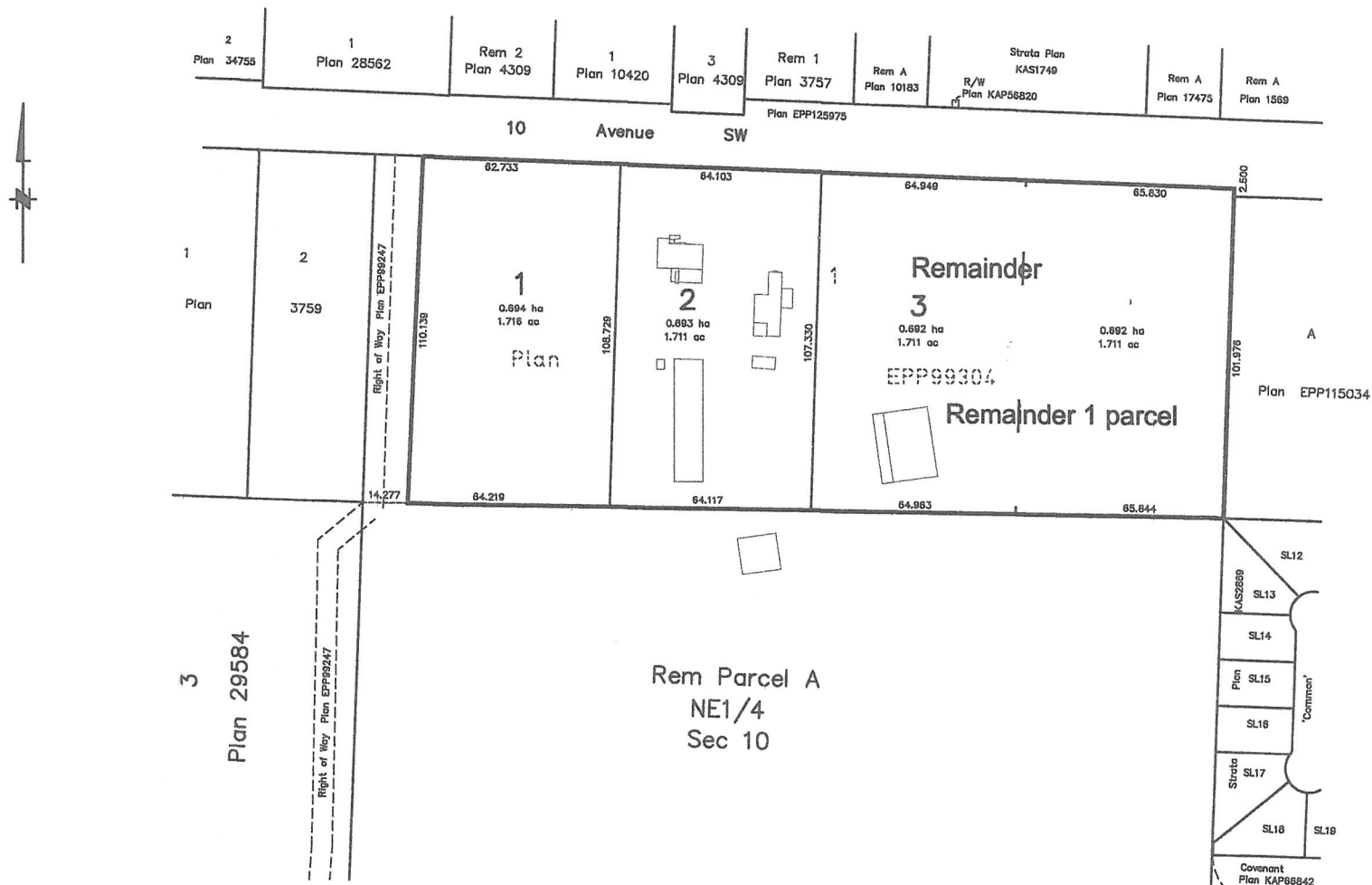
# Sketch Plan of Proposed Subdivision of Lot 1, Sec 10, Tp20, Rge 10, W6M, KDYD, Plan EPP99304

BCGS 82L.064



All distances are in metres.

The intended plot size of this plan is 580mm in width by 864mm in height (D size) when plotted at a scale of 1:1000



BROWNE JOHNSON LAND SURVEYORS  
B.C. AND CANADA LANDS  
SALMON ARM, B.C. 250-832-9701  
File: 241-24





Photo 1: Facing south from 10 Avenue SW towards subject property. View of existing buildings.



Photo 2: Facing southwest. View of the western most portion of the subject property.

Site Photos taken February 28, 2025.





Photo 3: Facing west. View of front property line parallel to 10 Avenue SW from the western most portion of the subject property.



Photo 4: Facing west. View of front property line parallel to 10 Avenue SW.

Site Photos taken February 28, 2025.





Photo 5: Facing east. View of front property line parallel to 10 Avenue SW.



*Memorandum from the  
Engineering and Public  
Works Department*

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TO: Gary Buxton, Director of Planning  
DATE: February 20, 2025  
PREPARED BY: Chris Moore, Engineering Assistant  
APPLICANT: W. Laird  
SUBJECT: SUB-25.01 & ZON-1305  
LEGAL: Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP99304  
CIVIC: 1490 10 Ave SW

---

Further to your referral dated January 10, 2025, we provide the following servicing information.

**Engineering Department does not have any concerns related to the re-zoning and recommends that re-zoning be approved.**

Comments are based on the Subdivision 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. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval, detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

## **SUBDIVISION APPLICATION FILE: 25-01 & ZON 1305**

February 20, 2025

Page 2

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### **Roads / Access:**

1. 10 Avenue SW, on the subject properties northern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Available records indicate that no additional dedication is required, to be confirmed by BCLS.
2. 10 Avenue SW is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the Arterial Road standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, multi-use path, boulevard construction, street lighting, street drainage, fire hydrants, and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
4. As 10 Avenue SW is designated as an Arterial Road, only one access (maximum 8.0m wide) will be permitted from 10 Avenue SW to each lot. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

### **Water:**

1. The subject property fronts a 200mm diameter Zone 1 watermain on 10 Avenue SW. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by two water services from the 200mm diameter watermain on 10 Avenue SW. Due to the size and age of the existing services, upgrading to a new metered service (minimum 25mm) is required. Only one water service per lot is permitted, second service must be abandoned at the main. The owner/developer is responsible for all associated costs.
3. The proposed parcels are each to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), 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. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.
6. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the commercial density spacing requirements of 90 meters.

## **SUBDIVISION APPLICATION FILE: 25-01 & ZON 1305**

February 20, 2025

Page 3

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### **Sanitary:**

1. The subject property fronts a 300mm diameter sanitary sewer and a 200mm diameter sanitary sewer on 10 Avenue SW. Extension of the 200mm diameter sanitary sewer to the west property line will be required since connection to the 300mm diameter sanitary sewer is not possible due to the elevation of the large diameter storm sewer.
2. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 10 Avenue SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. The proposed parcels are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016). At time of building permit, Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sani System to receive the proposed discharge from the development, including review of the lift station at 681 10 Ave SW. Any necessary upgrades will be the responsibility of the Owner / Developer.

### **Drainage:**

1. The subject property fronts a 1730mm diameter storm sewer on 10 Avenue SW. No upgrades will be required at this time. However the City is aware of limited capacity issues within the existing storm sewer.
2. Records indicate that the existing property is not serviced with City storm.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Geotechnical reports in this area recommend against rock pits. Site should connect into the municipal system; however storm drainage should be designed such that in the event of capacity issues in the main line, stormwater will daylight on site and have a safe flow route off the site and onto 10 Avenue SW.
5. Discharge into the Municipal Stormwater Collection System shall be in accordance with Section 7.3. Each lot be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of future development. Storm infrastructure in this area is known to have capacity issues; Owner's engineering to review optimal discharge options and rates to avoid discharging at peak storm flows. If discharge at peak flows is unavoidable, controlling to 2 year pre-development storm flows is required at



**SUBDIVISION APPLICATION FILE: 25-01 & ZON 1305**

February 20, 2025

Page 4

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time of development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

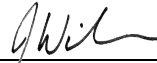
**Geotechnical:**

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.



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**Chris Moore**  
Engineering Assistant



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**Jerin Wilson P.Eng.**  
City Engineer

## **SECTION 20 - C-6 - TOURIST / RECREATION COMMERCIAL ZONE**

### **Purpose**

- 20.1 The C-6 Zone is intended to accommodate pedestrian oriented tourist/recreation businesses. The area zoned C-6 is envisioned to be developed with a mixture of land uses in an integrated manner and is intended to cater to the resident and tourist alike with a small shop and resort atmosphere. *Development* within the C-6 Zone shall be subject to a *Development Permit* as per the *Official Community Plan*.

### **Regulations**

- 20.2 On a *parcel* zoned C-6, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the C-6 Zone or those regulations contained elsewhere in this Bylaw.

### **Permitted Uses**

- 20.3 The following uses and no others are permitted in the C-6 Zone:
- .1 art gallery;
  - .2 banking kiosk;
  - .3 boat and marine sales, repair and rental, including outside covered or screened storage;
  - .4 *commercial daycare facility* #3637
  - .5 convention centre;
  - .6 craft making and sales;
  - .7 farmers market;
  - .8 *health service centre*;
  - .9 *high technology research and development*; #4368
  - .10 *home occupation*; #2782
  - .11 *hotel*;
  - .12 library;
  - .13 *licensee retail store*; #3223
  - .14 *mobile food vending*; #4340
  - .15 motel;
  - .16 museum;
  - .17 night club;
  - .18 *offices*; #3426
  - .19 *outside vending*; #2837
  - .20 parkade/off-street parking, in Areas "A", "B" and "C" [Waterfront Area] as shown on Schedule "C" attached hereto and forming part of this bylaw. #3163
  - .21 *personal service establishment*;
  - .22 pub;
  - .23 *private utility*; #3060
  - .24 *recreation facility - indoor*;
  - .25 *recreation facility - outdoor*;
  - .26 *resort accommodation*; #3517
  - .27 *restaurant*;
  - .28 *retail store*; #4005
  - .29 theatre;
  - .30 *upper floor dwelling units*; #2554
  - .31 *work/live studios*; #3167 and
  - .32 *accessory use*.

## **SECTION 20 - C-6 - TOURIST / RECREATION COMMERCIAL ZONE - CONTINUED**

### **Accessory Uses**

20.4

- .1 Outside storage and *warehouse* facilities are only permitted within Area "B" as shown on Schedule "C" attached to and forming part of this Bylaw. #2554 #3426

### **Maximum Height of Principal Buildings**

20.5 The maximum *height* of *principal buildings* shall be 19.0 metres (62.3 feet). #2748

### **Maximum Height of Accessory Buildings**

20.6 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.7 feet).

### **Minimum Parcel Size or Site Area**

20.7 The minimum *parcel* size or *site* area shall be 325.0 square metres (3,498.4 square feet).

### **Minimum Parcel or Site Width**

20.8 The minimum *parcel* or *site* width shall be 10.0 metres (32.8 feet).

### **Minimum Setback of Principal and Accessory Buildings**

20.9 The minimum *setback* of the *principal* and *accessory buildings* from the:

- .1 *Rear parcel line* adjacent to a residential zone shall be 3.0 metres (9.8 feet)
- .2 *Interior side parcel line* adjacent to a residential zone shall be 3.0 metres (9.8 feet)

### **Outside Storage**

20.10 Outside storage shall be screened as per Appendix III.

### **Parking and Loading**

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

# CITY OF SALMON ARM

## BYLAW NO. 4693

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

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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 12, 2025 at the hour of 7:00 p.m. was published in the \_\_\_\_\_, 2025 and \_\_\_\_\_, 2025 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 by rezoning Lot 1, Section 10, Township 20, Range 10, W6M, KDYD, Plan EPP99304 from C-3 (Service Commercial Zone) to C-6 (Tourist/Recreation Commercial Zone) attached as Schedule "A".

#### 2. SEVERABILITY

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

#### 3. ENACTMENT

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

#### 4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as “**City of Salmon Arm Zoning Amendment Bylaw No. 4693**”

READ A FIRST TIME THIS DAY OF 2025

READ A SECOND TIME THIS DAY OF 2025

READ A THIRD TIME THIS DAY OF 2025

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE DAY OF , 2025

---

For Minister of Transportation & Transit

ADOPTED BY COUNCIL THIS DAY OF , 2025.

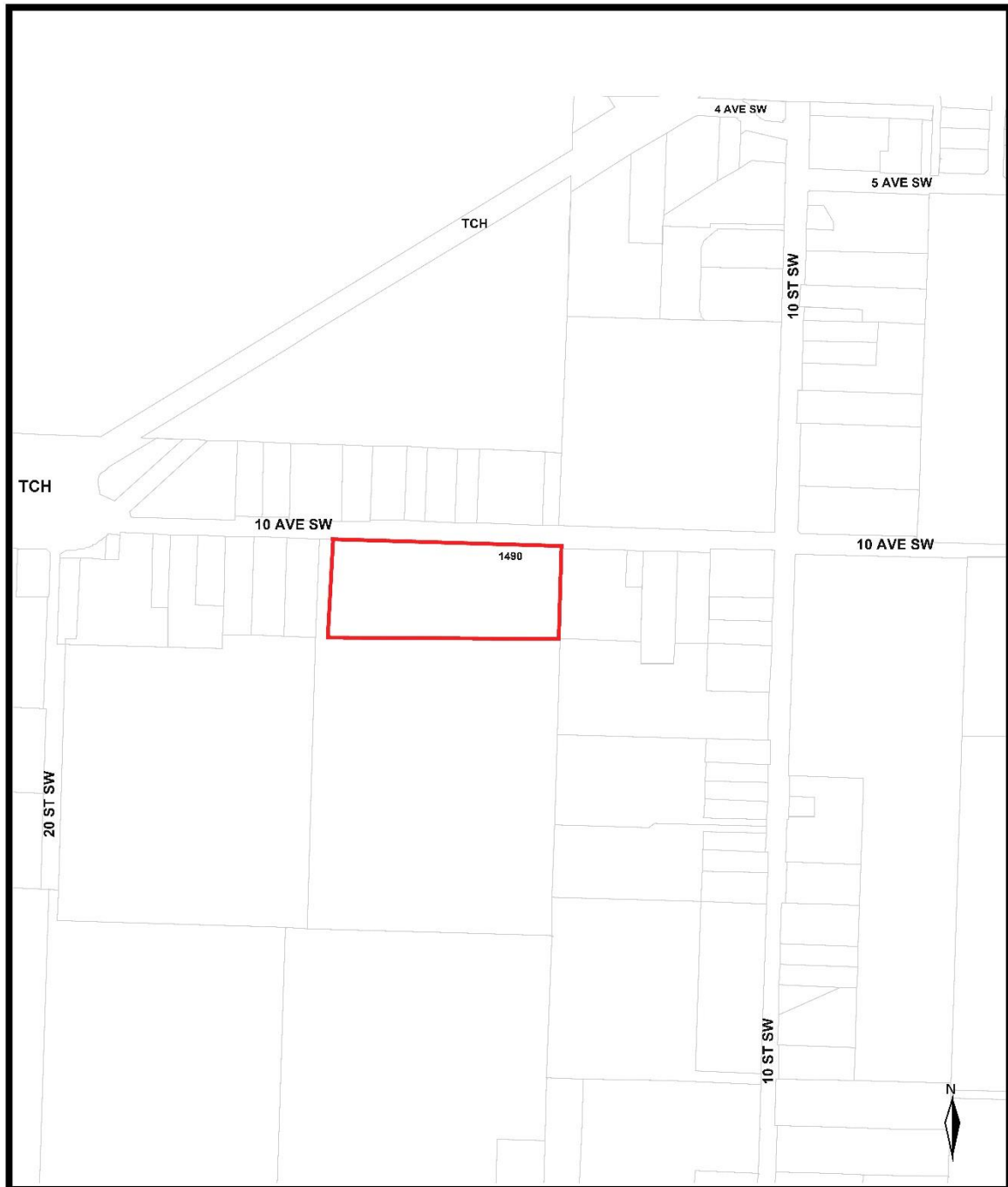
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MAYOR

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CORPORATE OFFICER

**Schedule "A"**







## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Chief Financial Officer – 2025 Amended Budget and Annual Taxation

Date: April 28, 2025

---

### **Motion for Consideration:**

THAT: The bylaw entitled City of Salmon Arm 2025 to 2029 Financial Plan Amendment Bylaw No. 4716 be read a first, second and third time;

AND THAT: The bylaw entitled City of Salmon Arm 2025 Annual Rate of Taxation Bylaw No. 4699 be read a first, second and third time.

### **Background:**

The 2025 – 2029 Financial Plan was adopted by Council in February, 2025. A re-visitation of the Financial Plan is required in April of each year to provide for outstanding items such as:

- 2024 Capital Carry Forward Projects;
- 2024 Operational Carry Forward Projects;
- Authenticated Assessment Roll;
- Tax Requisitions from Other Governments (MFA, Regional District, Regional Hospital, BC Assessment Authority, etc.);
- Council Resolutions;
- Grants; and
- Other budget adjustments as noted in the attachments

The attached budget amendment schedules show both the recommended changes and those approved Council resolutions made during the period of January 1, 2025 and April 7, 2025.

The 2025 Final Budget reflects a 4.98% tax increase and a 1.22% “new construction” factor resulting in decreased tax revenue of ~\$7,700 previously budgeted.

The property tax increase impact to a Residential (Class 1) and Light Industry (Class 5) / Business (Class 6) assessment per \$100,000.00 of assessed value is \$12.70 and \$56.59 respectively.

**Legislative authority / plans / reports:**

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

**Financial Considerations:**

See attached 2025 Budget Amendment Summary.

**Alternatives & Implications:**

NA

**Communication:**

The City of Salmon Arm 2025 – 2029 Financial Plan Amendment Bylaw No. 4716 and Annual Rate of Taxation Bylaw No. 4699 will be available on the City's website following adoption.

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

**Attachments:**

- 2025 Budget Amendment Summary

City of Salmon Arm  
2025 Amended Budget

General Revenue Fund	2025 Amended	2025 Budget	Variance	Description
<b>Revenue</b>				
<b>Taxes</b>				
Real Property	23,828,769	23,835,854	(7,085)	To reflect actual, and lower "new construction" revenues.
Specified Area Levy - Parking	21,250	18,000	3,250	Match prior year Levy
Specified Area Levy - BIA	234,596	229,000	5,596	Reassessments
Special Assessments	4,062,210	3,706,695	355,515	To reflect actual based on authenticated assessment roll.
SIR Parcel Tax	5,751	6,070	(319)	To reflect decrease to Sterile Insect Release Program Parcel Tax.
Transportation Parcel Tax			-	
<b>Sales of Service</b>				
55+ Games Legacy Funds	166,751	-	166,751	Per Council Resolution transferred to reserve account
<b>Rentals</b>				
Wharf	41,040	40,000	1,040	Lease adjustment to CPI
<b>Transfer From Other Governments</b>				
Indigenous Engagement Requirements	82,000	40,000	42,000	To reflect further funding received to support implementation of Indigenous Engagement Requirements in the Emergency and Disaster Management Act. Offsets with expense account for same.
<b>Transfer From Prior's Years Surplus</b>				
	1,040,924	300,000	740,924	To reflect 2024 carry forward projects plus funded a few other expenditures (see below) - Part of Year End Surplus report to Council (May 5, 2025).
<b>Collections For Other Governments</b>				
Regional Hospital District	1,648,857	1,671,644	(22,787)	
BC Assessment Authority	271,754	269,100	2,654	
Regional District	1,256,251	1,412,361	(156,110)	Provision to reflect requisitions. Offsets with expenditures for same.
Regional District - SIR	60,013	60,548	(535)	
Okanagan Regional Library	896,022	891,890	4,132	

General Revenue Fund	2025 Amended	2025 Budget	Variance	Description
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#### Expenditures

##### **General Government Services**

Professional Development	40,000	20,000	20,000	Funded from Surplus
Complete Communities Assessment	-	153,000	(153,000)	Project completed in 2024
Civic Building - SDM Facility Audit	25,000	15,000	10,000	Funded from Surplus
Enterprise Software Assessment (General S&A)	40,000	-	40,000	Funded from Surplus - missed during budget
Staff Morale	25,000	5,000	20,000	Funded from Surplus
Haney Heritage Park	180,478	19,150	161,328	Error in Budget

##### **Recreation and Cultural Services**

			-	Indigenous Reconciliation (EDMA) - implementation of Indigenous Engagement Requirements in the Emergency and Disaster Management Act, offsets with grant for same.
Other Services	82,000	-	82,000	

##### **Transfer To Reserve Account**

	166,751	-	166,751	Legacy Funds 55+ Account
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##### **Transfer To Other Governments**

Regional Hospital District	1,642,308	1,671,644	(29,336)	
Regional District	1,251,106	1,412,361	(161,255)	
Regional District - SIR Levy	59,956	60,548	(592)	Provision to reflect requisitions. Offsets with revenues for same.
Okanagan Regional Library	891,890	891,890	-	
B.C. Assessment Authority	291,754	269,100	22,654	

General Capital Program	2025 Amended	2025 Budget	Variance	Description
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5 Ave NE (20 St - 22 St) Exten. (CF)	24,401	-	24,401	Missed this carry forward
5 Ave NE (24 - 30 St NE) - Replacement (CF)	301,539	271,539	30,000	Underestimate on Cost increase funding
10th St and 5th Ave South East Round About	-	200,000	(200,000)	Duplicate Project
			-	
<i>**All other changes to capital are the result of 2024 carry-forward projects</i>			-	
			-	

City of Salmon Arm  
2025 Amended Budget

Water Revenue Fund	2025 Amended	2025 Budget	Variance	Description
<b><u>Revenue</u></b>				
<b>Transfer From Reserve Accounts/Surplus</b>			-	
Prior Year Surplus	92,448	137,515	(45,067)	To reflect 2024 carry forward projects to be addressed in the 2024 - part of Year End Surplus report to Council (May 5, 2025).
<b><u>Expenditures</u></b>				
<b>Studies and Assessments</b>				
Zone 2 Feasibility Study	-	28,340	(28,340)	Move to Zone 2 construction
<b>Capital Expenditures</b>	-	-	-	
Zone 2 Pump Station Construction	5,371,411	5,291,850	79,561	Move from Zone 2 Feasibility Study plus \$51,221 (CF)
			-	
**All other changes to capital are the result of 2024 carry-forward projects				



City of Salmon Arm  
2025 Amended Budget

Sewer Revenue Fund	2025 Amended	2025 Budget	Variance	Description
<b>Revenue</b>				
<b>Transfer From Reserve Accounts/Surplus</b>				
Prior Year Surplus	129,838	105,000	24,838	To reflect 2024 carry forward projects to be addressed in the 2024 - part of Year End Surplus report to Council (May 5, 2025)
<b>Expenditures</b>				
<b>Studies and Assessments</b>	-	-	-	No Change
Liquid Waste Management Plan	300,000	100,000	200,000	Per Council Resolution moved from Stage IV Upgrade - Design
Video & Condition Inspection Program	20,000	-	20,000	From Surplus
<b>Capital Expenditures</b>	-	-	-	No Change
WPCC - Secondary Clarifier - RO Pump 1		35,000	(35,000)	Listed twice in Capital
WPCC - Equipment - Pressure Washer		3,000	(3,000)	Not needed
WPCC - Stage IV Upgrade - Design (CF)	6,778,270	6,978,270	(200,000)	Per Council Resolution moved to Liquid Waste Management Plan
Clares Cove Lift Station Upgrades (CF)	146,834	-	146,834	Additional funding required CF less than budgeted

**CITY OF SALMON ARM**

**BYLAW NO. 4716**

**A bylaw to amend the 2025 to 2029 Financial Plan**

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WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2025 to 2029;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

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

1. "Schedule "A" of "City of Salmon Arm 2025 to 2029 Financial Plan Bylaw No. 4686 is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2025 to 2029 Financial Plan Amendment Bylaw No. 4716".

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

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MAYOR

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CORPORATE OFFICER

## City of Salmon Arm

## 2025 - 2029 Financial Plan

	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
<b>Consolidated Revenues</b>					
Property and MRDT Taxes - Net	\$23,826,691	\$24,303,226	\$ 24,789,291	\$ 25,285,077	\$ 25,790,779
Frontage & Parcel Taxes	4,422,633	4,511,086	4,601,308	4,693,334	4,787,201
Sales of Service	11,334,431	11,561,120	11,792,342	12,028,189	12,268,753
Revenue From Own Sources	4,589,567	4,681,358	4,774,985	4,870,485	4,967,895
Rentals	610,145	622,348	634,795	647,491	660,441
Federal Government Transfers	614,500	626,790	639,326	652,113	665,155
Provincial Government Transfers	1,205,600	1,229,712	1,254,306	1,279,392	1,304,980
Other Government Transfers	463,555	472,826	482,283	491,929	501,768
Transfer From Prior Year Surplus	1,263,210	1,288,474	1,314,243	1,340,528	1,367,339
Transfer From Reserve Accounts	3,444,357	3,513,244	3,583,509	3,655,179	3,728,283
Transfer From Reserve Funds	1,184,000	1,207,680	1,231,834	1,256,471	1,281,600
<b>Total Consolidated Revenues</b>	<b>\$52,958,689</b>	<b>\$54,017,864</b>	<b>\$ 55,098,222</b>	<b>\$ 56,200,188</b>	<b>\$ 57,324,194</b>
<b>Consolidated Expenditures</b>					
General Government Services	\$ 5,493,491	\$ 5,603,361	\$ 5,715,428	\$ 5,829,737	\$ 5,946,332
Protective Services	8,394,602	8,562,494	8,733,744	8,908,419	9,086,587
Transportation Services	5,960,059	6,079,260	6,200,845	6,324,862	6,451,359
Environmental Health Services	423,000	431,460	440,089	448,891	457,869
Environmental Development Service	3,937,842	4,016,599	4,096,931	4,178,870	4,262,447
Recreation and Cultural Services	6,394,005	6,521,885	6,652,323	6,785,369	6,921,076
Fiscal Services - Interest	1,676,344	1,709,871	1,744,068	1,778,949	1,814,528
Fiscal Services - Principal	1,756,300	1,791,426	1,827,255	1,863,800	1,901,076
Capital Expenditures	7,406,050	7,554,171	7,705,254	7,859,359	8,016,546
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	4,132,295	4,214,941	4,299,240	4,385,225	4,472,930
Transfer to Reserve Funds	1,260,450	1,285,659	1,311,372	1,337,599	1,364,351
Water Services	3,277,716	3,343,270	3,410,135	3,478,338	3,547,905
Sewer Services	2,846,535	2,903,467	2,961,538	3,020,771	3,081,188
<b>Total Consolidated Expenditures</b>	<b>\$52,958,689</b>	<b>\$54,017,864</b>	<b>\$ 55,098,222</b>	<b>\$ 56,200,188</b>	<b>\$ 57,324,194</b>

## 2025 - 2029 Financial Plan

## City of Salmon Arm

2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
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## Capital Projects

## Finances Acquired

General Operating Fund	\$ 2,607,955	\$ 6,138,601	\$ 5,307,650	\$ 4,739,650	\$ 4,500,000
Water Operating Fund	2,704,000	1,172,390	808,890	540,390	600,000
Sewer Operating Fund	2,100,000	614,656	1,043,156	29,031	170,000
Developer Contributions	591,810	-	-	-	-
Long Term Debt	15,326,850	6,170,000	7,543,000	13,364,000	10,451,550
Short Term Debt	-	-	-	-	-
Prior Year Surplus	103,962	-	-	-	-
Federal Government Grants	-	-	-	-	-
Provincial Government Grants	935,000	-	-	-	-
Other Grants	210,000	-	-	-	-
Reserve Accounts	13,165,358	954,402	1,978,500	2,077,500	1,345,000
Reserve Funds	9,080,145	2,421,000	2,136,000	469,500	250,000
Development Cost Charges	782,000	363,451	472,500	412,500	250,000
<b>Total Funding Sources</b>	<b>\$47,607,080</b>	<b>\$17,834,500</b>	<b>\$19,289,696</b>	<b>\$21,632,571</b>	<b>\$17,566,550</b>

## Finances Applied

Transportation Infrastructure	\$ 17,533,195	\$ 9,627,454	\$ 5,313,650	\$ 14,418,650	\$ 12,110,450
Buildings	9,057,545	538,000	358,000	330,000	130,000
Land	-	-	-	-	-
IT Infrastructure	266,600	-	-	-	171,600
Machinery and Equipment	3,833,265	896,000	1,086,000	604,500	761,500
Vehicles	301,000	95,000	110,000	180,000	722,000
Parks Infrastructure	2,407,435	2,014,000	1,607,500	2,760,000	2,186,000
Utility Infrastructure	14,208,040	4,664,046	10,814,546	3,339,421	1,485,000
<b>Total Capital Expense</b>	<b>\$47,607,080</b>	<b>\$17,834,500</b>	<b>\$19,289,696</b>	<b>\$21,632,571</b>	<b>\$17,566,550</b>

## Departmental Summary:

	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
General Government Services	\$ 280,210	\$ 100,000	\$ 100,000	\$ 100,000	\$ 271,600
Protective Services	1,695,000	267,000	687,000	437,000	187,000
Transportation Services	20,260,645	10,391,454	5,842,650	14,686,150	13,361,950
Environmental Health Services	119,715	210,000	60,000	60,000	60,000
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	5,208,620	2,172,000	1,755,500	2,980,000	2,171,000
Water Services	9,328,786	4,079,390	1,306,390	3,340,390	1,345,000
Sewer Services	10,714,104	614,656	9,538,156	29,031	170,000
<b>Total by Department</b>	<b>\$47,607,080</b>	<b>\$17,834,500</b>	<b>\$19,289,696</b>	<b>\$21,632,571</b>	<b>\$17,566,550</b>

Schedule "B" – Bylaw #4716  
2025 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2025. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

The City collects three (3) types of parcel tax; a water frontage tax; a sewer frontage tax and a transportation parcel tax. The water and sewer frontage tax rate is applied to each parcel of land taxable foot frontage. The frontage rate is comprised of a capital debt repayment component plus 10% of the water and sewer operation and maintenance budget for preventative maintenance of the utilities infrastructure. The City introduced a transportation parcel tax in 2003. The transportation parcel tax is collected to maintain the City's transportation network to an adequate level to minimize future reconstruction costs and ensure the network is safe from hazards and disrepair. To this end, the transportation parcel tax provides a stable and dedicated source of funding. The transportation parcel tax was specifically implemented on a "flat rate per parcel" rather than an "ad valorem tax" basis recognizing that all classes of property are afforded equal access to the City's transportation network and should contribute to its sustainability equally. This method directed tax dollars away from business and industry to residential.

The City also receives a Municipal Regional District Tax (MRDT) which is levied and collected by the Provincial Government on all daily accommodation rentals within the City. Under the direction and approval of the Accommodation Industry, the City has applied to the Provincial Government to levy a 2% MRDT which will be utilized on initiatives that will increase exposure/awareness of Salmon Arm as a tourism destination with emphasis on off-season event expansion.

The City endorses a 'user pay' philosophy in its collection of fees and charges. Such fees and charges (ie. development, building, plumbing and fire permits, recreational program and rental fees and cemetery services) are reviewed annually to ensure adequate cost recovery for the provision of services. The policy of the City is to work towards full cost recovery for services provided. The objective in reviewing fees and charges periodically is to measure the cost of providing municipal services versus the cost recovery established through user fees and charges. Development Cost Charges are based on the City's Long Term Financial Plan. Included in this percentage is the City's investment income. The City exercises a stringent cash management plan to maximize investment and interest income.

Other sources of revenue provide funding for specific functions such as the Columbia Shuswap Regional District's contribution to the Shuswap Regional Airport, Recreation Centre, Rogers Rink, Cemeteries and Fire Training Centre.

The proceeds from borrowing and developer contributions fund capital projects pursuant to the City's Long Term Financial Plan.



Schedule "B" – Bylaw #4716  
2025 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	37.78%	39.45%
Parcel Taxes	6.37%	6.65%
User Fees, Charges and Interest Income	25.62%	26.76%
Other Sources	6.23%	2.08%
Proceeds From Borrowing	24.00%	25.06%
	100.00%	100.00%

- Table Two (2) reflects the distribution of property tax between the different property classes. The objective of the City is to set tax rates in order to maintain tax stability while maintaining equality between the property classes. The policy of the City is to develop a tax rate which maintains the proportionate relationship between the property classes. Inflationary increases in assessments are reduced to reflect only the 'real' increase attributed to new construction for each property class. This allows the property owner to be confident that, in any year, their property tax bill will only increase as much as their proportion of the increase in tax revenue required year to year.

The City reviewed the property tax multiple structure and equalized the general municipal property tax rate and associated multiple for Class 5 (Light Industry) and Class 6 (Business) by shifting general municipal property taxes between Class 5 (Light Industry) and Class 6 (Business) commencing in 2017. This property tax stability strategy is in keeping with its objective to maintain tax stability while maintaining equality between property classifications.

Assessment values fluctuate as market values change in one class or another. It is this market value change that may precipitate an amendment to the class multiple.

The Provincial Government has legislated a municipal taxation rate cap for the Class 2 (Utilities) assessments. The City of Salmon Arm Class 2 (Utilities) general municipal property tax rate adheres to this legislation.

Schedule "B" – Bylaw #4716  
2025 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2025 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	3.0283	1.00:1	66.73%	87.69%
Utilities	22.1435	7.31:1	0.81%	0.14%
Supportive Housing	0.000	0.00:1	0.00%	0.00%
Major Industry	69.8725	23.27:1	2.71%	0.15%
Light Industry	9.9093	3.27:1	2.75%	1.10%
Business	9.9093	3.27:1	26.28%	10.55%
Managed Forest Land	11.1250	3.67:1	0.01%	0.00%
Recreational/Non Profit	2.5917	0.86:1	0.14%	0.22%
Farm	15.1236	4.99:1	0.57%	0.15%

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2024 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

Commencing in 1999, the City provided a three (3) year permissive tax exemption for each eligible organization. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	\$ 44,506.00	\$37,872.50	\$82,378.50
Non Profit Societies	459,170.00	275,601.00	734,771.00
Senior Centers	12,716.00	6,676.00	19,392.00
Other	-	-	-
Sports Clubs	301,698.00	164,496.00	466,194.00
<b>Total</b>	<b>\$ 818,090.00</b>	<b>\$484,645.50</b>	<b>\$1,302,735.50</b>

Schedule "B" – Bylaw #4716  
2025 Revenue Policy Disclosure

4. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the downtown as a priority. As a result, in 2005, the City established a Downtown Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3471.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the downtown area (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the C-2, "Town Centre Commercial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 3741 establishes property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$75,000.00 to encourage revitalization in the Revitalization Area.

Table 4: Revitalization Tax Exemptions

Area	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption	2021 General Municipal Tax Exemption	2022 General Municipal Tax Exemption	2023 General Municipal Tax Exemption	2025 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 24,657.03	\$ 18,939.56	\$ 14,424.23	\$ 10,358.95	\$ 7,115.36	\$ 7,571.75

5. The Official Community Plan for the City of Salmon Arm identifies the revitalization of the "Industrial Zones" as a priority. As a result, in 2014, the City established an Industrial Revitalization Tax Exemption Program pursuant to City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020.

The Revitalization Tax Exemption Program is a tool that Council is using to encourage property investment in the "Industrial Zones" (hereinafter referred to as the Revitalization Area). Council's objective is to stimulate and reinforce development initiatives in the Revitalization Area by promoting property investment within the "Industrial Zone" and to reinforce the City's investment in infrastructure upgrades and beautification projects.

City of Salmon Arm Revitalization Tax Exemption Bylaw No. 4020 establishes general municipal property tax exemptions in respect of construction of a new improvement or alteration of an existing improvement where the alteration has a value in excess of \$300,000.00 to encourage revitalization in the Revitalization Area.

This bylaw shall have an expiration date of five (5) years from the date of adoption.

Area	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption	2021 General Municipal Tax Exemption	2022 General Municipal Tax Exemption	2023 General Municipal Tax Exemption	2025 General Municipal Tax Exemption
"Industrial Zone"	\$ 5,400.26	\$ 7,614.60	\$ 36,999.43	\$ 91,830.85	\$122,924.53	\$117,601.92

## CITY OF SALMON ARM

### BYLAW NO. 4699

#### **A bylaw to set the rate of taxation for the year 2025**

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WHEREAS in accordance with the provisions of Section 197 of the Community Charter, (S.B.C., 2003, c. 26), the Council is required, by bylaw, to impose property value taxes for the year by establishing tax rates for Municipal, Hospital, Library, Regional District, Off-Street Parking and Business Improvement purposes for the year 2025;

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

1. The following rates are hereby imposed and levied for the year 2025:
  - a) For all lawful general and debt purposes of the municipality on the assessed value of land and improvements taxable for General Municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part of this bylaw;
  - b) For Regional Hospital District purposes on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part of this bylaw;
  - c) For Columbia Shuswap Regional District purposes on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part of this bylaw;
  - d) For Columbia Shuswap Regional District – Sterile Insect Release (SIR) purposes on the assessed value of land taxable for Hospital purposes, rates appearing in Column "D" of Schedule "A" attached hereto and forming a part of this bylaw;
  - e) For Business Improvement Specified Area purposes on the assessed value of land and improvements taxable for General Municipal purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part of this bylaw;
  - f) For Off-Street Parking Specified Area purposes on the assessed value of land and improvements taxable for General Municipal purposes, rates appearing in Column "F" of Schedule "A" attached hereto and forming a part of this bylaw;
  - g) For Okanagan Regional Library purposes on the assessed value of land and improvements taxable for General Municipal purposes, rates appearing in Column "G" of Schedule "A" attached hereto and forming a part of this bylaw;

- h) For BC Assessment Authority purposes the rates have been established by legislation and rates appearing in Column "H" of Schedule "A" attached hereto and forming a part of this bylaw; and
  - i) For Municipal Finance Authority purposes the rates have been established by legislation and rates appearing in Column "I" of Schedule "A" attached hereto and forming a part of this bylaw.
- 2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
- 3.
  - a) If all or part of the property taxes for a parcel of land and its improvements on the assessment roll remain unpaid at the close of business on July 2, 2025, the collector must add to the unpaid property taxes for the land and improvements for the current year a penalty equal to ten percent (10%) of the portion that remains unpaid;
  - b) The penalty referred to in Section 3(a) of this bylaw is due as part of the property taxes for the current year for the land and improvements and the amounts added under this section when collected shall form part of the general revenue of the City of Salmon Arm.
- 4. Despite Section 3, if all or part of the property taxes for a parcel of land and its improvements resulting from a supplementary assessment roll remain unpaid thirty (30) days after sending of the notice of property taxes payable to the assessed owner, the collector must add to the unpaid property taxes for the land and improvements for the current year a penalty equal to ten percent (10%) of the portion that remains unpaid.
- 5. SEVERABILITY  

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

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

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



8. CITATION

This bylaw may be cited for all purposes as "**City of Salmon Arm 2025 Annual Rate of Taxation Bylaw No. 4699**".

READ A FIRST TIME THIS DAY OF 2025

READ A SECOND TIME THIS DAY OF 2025

READ A THIRD TIME THIS DAY OF 2025

ADOPTED BY COUNCIL THIS DAY OF 2025

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MAYOR

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CORPORATE OFFICER

**City of Salmon Arm  
2025 Property Tax  
Rates**

**Bylaw No.  
4699**

**Schedule "A"**

	<b>Column A</b>	<b>Column B</b>	<b>Column C</b>	<b>Column D</b>	<b>Column E</b>	<b>Column F</b>	<b>Column G</b>	<b>Column H</b>	<b>Column I</b>
<b>Property Class</b>	<b>General Municipal</b>	<b>Regional Hospital District</b>	<b>Regional District</b>	<b>Regional District SIR</b>	<b>Specified Area Business Improvement</b>	<b>Specified Area Off-Street Parking</b>	<b>Regional Library</b>	<b>BC Assessment Authority</b>	<b>Municipal Finance Authority</b>
Residential	3.0283	0.2323	0.1770	0.0219	-	0.0803	0.1139	0.0357	0.0002
Utilities	22.1435	0.8130	0.6193	0.0768	-	0.2809	0.8325	0.4214	0.0007
Supportive Housing	-	-	-	-	-	-	-	-	0.0002
Major Industry	69.8725	0.7897	0.6016	0.0746	-	-	2.6274	0.4271	0.0007
Light Industry	9.9093	0.7897	0.6016	0.0746	-	-	0.3724	0.1004	0.0007
Business/Other	9.9093	0.5691	0.4335	0.0538	1.4254	0.1966	0.3724	0.1009	0.0005
Managed Forest Land	11.1250	0.6968	0.5309	0.0658	-	-	0.4180	0.2499	0.0006
Recreational/Non Profit	2.5917	0.2323	0.1770	0.0219	-	-	0.0979	0.0354	0.0002
Farm	15.1236	0.2323	0.1770	0.0219	-	-	0.5683	0.0354	0.0002



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Chief Financial Officer – Sterile Insect Release Program

Date: April 28, 2025

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### Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Sterile Insect Release (SIR) Program Parcel Tax Amendment Bylaw No. 4700 be read a first, second and third time.

### Background:

The Sterile Insect Release Program was launched in Salmon Arm in the year 2000 with a goal to eradicate the codling moth. In reviewing the bylaw the rate should be amended to reflect the current levy. As the parcel tax amount is based on the Regional District SIR Budget, the annual parcel tax may vary and could require a bylaw amendment annually.

The levy since inception is noted below:

Year	Per Acre	Total Levy	Year	Per Acre	Total Levy
2000	\$ 43.71	\$ 5,553.80	2013	\$ 139.26	\$ 9,727.31
2001	90.04	11,776.00	2014	139.26	9,727.31
2002	92.74	10,098.00	2015	139.26	9,732.88
2003	95.53	8,921.00	2016	139.26	8,706.64
2004	98.40	9,840.00	2017	139.26	8,655.02
2005	101.13	10,505.94	2018	139.26	8,363.97
2006	122.00	12,709.00	2019	139.26	6,018.83
2007	125.66	13,090.00	2020	139.26	8,621.59
2008	133.20	11,600.00	2021	139.26	5,538.36
2009	137.20	11,288.00	2022	150.40	5,522.69
2010	139.26	11,170.04	2023	156.42	5,743.74
2011	139.26	10,750.87	2024	162.68	5,864.61
2012	139.26	9,805.30	2025	169.19	5,750.77

**Legislative authority / plans / reports:**

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

**Financial Considerations:**

None

**Alternatives & Implications:**

None

**Communication:**

Prepared by: Chief Financial Officer

Reviewed by:

Approved by: Chief Administrative Officer

**Attachments:**

- Draft Bylaw No. 4700

# **CITY OF SALMON ARM**

## **BYLAW NO. 4700**

### **A bylaw to amend “City of Salmon Arm Sterile Insect Release [SIR] Program Parcel Tax Bylaw No. 3842”**

---

WHEREAS it is deemed expedient to amend “City of Salmon Arm Sterile Insect Release [SIR] Program Parcel Tax Bylaw No. 3842”;

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

1. “City of Salmon Arm Sterile Insect Release [SIR] Program Parcel Tax Bylaw No. 3842” is hereby amended as follows:

#### Section 7:

The Parcel Tax, which will be used to cover a portion of the cost of operating the Okanagan-Kootenay Sterile Insect Release service as provided for in the Sterile Insect Release Board’s final annual budget, shall be charged at the rate of \$169.19 per acre pursuant to Section 5 noted above.

2. SEVERABILITY

If any part, section, sub-section, clause, or sub-clause of this bylaw for any reason is held to be invalid by the decision of a Court of competent jurisdiction, the invalid portion shall be severed and the decision 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. CITATION

This bylaw may be cited for all purposes as “City of Salmon Arm Sterile Insect Release [SIR] Program Parcel Tax Amendment Bylaw No. 4700”.

READ A FIRST TIME THIS DAY OF 2025

READ A SECOND TIME THIS DAY OF 2025

READ A THIRD TIME THIS DAY OF 2025

ADOPTED BY COUNCIL THIS DAY OF 2025

---

MAYOR

---

CORPORATE OFFICER



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Bylaw No. 4488 – Housing Agreement (ZON-1300 / 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: Crown Pacific Development Corp. (B. Giese)

Date: April 14, 2025

---

### **Executive Summary/Purpose:**

The City intends to enter into a housing agreement to ensure that rental housing units are secured within a 6-story mixed-use building proposal (ZON-1300 CP-461). The housing agreement must be approved by bylaw.

### **Motion for Consideration:**

THAT: a Bylaw be prepared for Council's consideration, adoption of which would authorize the Mayor and Corporate Officer to enter into a Housing Agreement for the proposed development to be located at Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP142023 (811 - 28 Street NE);

AND THAT: the Housing Agreement for purpose built rentals include the following terms:

- i. be enforceable for a period of no less than 15 years from the date of occupancy, and;
- ii. registration of the a Land Title Act Section 219 covenant, prohibiting use of the property except as permitted by the Housing Agreement.

### **Staff Recommendation:**

THAT: the Motion for Consideration be adopted.

### **Proposal:**

The applicant is proposing a 6-story mixed-use building including purpose built rental units.

### **Background:**

At the December 16, 2024 Development and Planning Services Committee Meeting, the Committee deliberated and determined a minimum 15-year time period would be acceptable in support of the request of the applicant, as is reflected in the Housing Agreement. The applicant requested a maximum 15-year time period for the Housing Agreement.

A Housing Agreement is a tool to include provisions that cannot be included as zoning requirements, as a contract between a property owner and the local government to help facilitate and secure desired forms of housing development. A Housing Agreement can be used to govern the tenure of a development for rental and outlines terms such as length of time that the provisions of the agreement are in effect. A local government can only enter into a Housing Agreement by bylaw, the Housing Agreement itself is a contract. The terms of the Housing Agreement must be agreed to by both the landowner and the local government. Notice must be filed in the Land Title Office that the land is subject to a housing agreement, and this notice will appear on the title, binding the agreement to the property, current and future owners.

The subject property is under consideration for a rezoning amendment (ZON-1300) from C-3 to C-6 in order to construct a 6-story mixed-use building including purpose built rental units. Future development of the parcel is subject to the guidelines of the Highway Service / Tourist Commercial Development Permit Area and has been considered through the Development Permit application process (DP-461). The proposal is consistent with the OCP and has therefore been supported by staff. This proposal has received conditional approval from Council, subject to parcel consolidation, Ministry of Transportation & Transit (MoTT) approval, and legally securing the rental housing element. The applicant has advanced the conditions, with only the rental housing agreement remaining.

In alignment with the associated proposal, the City intends to enter into a housing agreement for rental housing, by bylaw, with the property owner, in accordance with Section 483 of the *Local Government Act* and Section 219 of the *Land Title Act*. The purpose of this agreement is to ensure that rental housing units are secured in alignment with Council's Priority Planning and Development Review Policy.

#### *Time Period - Term*

The provisions of the Housing Agreement include a time period for which the rental housing will be secured. As stated within the policy, the City's intent is to provide continued long-term rental housing. City staff consider "long-term" to be either perpetuity or a minimum of 25 years from the date of occupancy permit for the Rental Unit to meet the Priority Policy. As noted above, the Committee determined that a 15 year time period was appropriate.

#### *Daily Amount*

The provisions of the Housing Agreement include a "Daily Amount" which can be charged should the agreement not be upheld. This is the enforcement component of the agreement. In this case, the amount is \$100 per day per unit.

This particular housing agreement is relatively simple, as it is intended to secure rental housing. Other housing agreements can be far more complex, detailing a mixture of obligations, rents, rates and tenures.

### **Relevant Policies:**

#### *Local Government Act*

Under Section 483 of the *Local Government Act*, a Housing Agreement can permit terms and conditions regarding the housing units including the form of tenure. This section grants local governments the authority to impose requirements on the land. The agreement is to be registered as both a covenant under section 219 of the *Land Title Act* and as a Housing Agreement under

section 483 of the *Local Government Act* as combined companion instruments to secure the rental units into the future.

There are several City policies which support the provision of rental housing including:

- Official Community Plan
- Zoning Bylaw
- Community Housing Strategy
- Policy 3.21 – Priority Planning and Development Review Policy

Priority Planning and Development Review Policy No. 3.21

As a “Purpose-Built Rental Housing” application, Council’s Priority Planning and Development Review Policy applies and all efforts have been made to ensure the proposal advances to meet prescribed timelines. As defined in the Policy, Purpose-built Rental Housing means:

“a development with four (4) or more Dwelling Units that are designed and built and intended for long term residential rental housing, that is subject to a Housing Agreement pursuant to the Local Government Act to ensure continued rental tenancies, or is subject to zoning that limits the form of tenure to residential rental tenure.”

Thus, in order to qualify as a priority application, the rental housing element must be legally secured. Where rental zoning is not utilized, a Housing Agreement and related covenant would secure the rental housing element.

**Referral Comments:**

n/a

**Financial Considerations:**

As a Priority Application, in addition to advancing the proposal, under the City’s Fee for Service Bylaw a 50% reduced rate is provided for applicable application fees and charges – including development and building permit applications. This applies to those projects which are purpose built market rentals.

**Committee Recommendations:**

n/a

**Public Consultation:**

n/a

**Alternatives & Implications:**

Council may deliberate and determine an alternative way in which to proceed.

Prepared by: Senior Planner

Reviewed by: Manager of Planning and Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 - Proposed Section 219 Covenant Housing Agreement





# CITY OF SALMON ARM

## BYLAW NO. 4688

### **A bylaw to authorize the City of Salmon Arm to enter into a housing agreement for rental housing for the lands known as 811 28 Street NE, Salmon Arm, BC**

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Whereas Section 483 of the *Local Government Act*, as amended, empowers the Council of the City of Salmon Arm to enter into a housing agreement;

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

1. The Mayor and Corporate Officer are authorized to execute the Housing Agreement substantially in the form attached to this Bylaw as "Schedule A", between the City of Salmon Arm and Fireside Electric Ltd. or other registered owners from time to time of the lands described as:

Parcel Identifier 032-386-907

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

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 Housing Agreement Bylaw No. 4688**”

READ A FIRST TIME THIS            14      DAY OF      April            2025

READ A SECOND TIME THIS        14      DAY OF      April            2025

READ A THIRD TIME THIS         14      DAY OF      April            2025

ADOPTED BY COUNCIL THIS            DAY OF                            2025

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## TERMS OF INSTRUMENT - PART 2

### Housing Agreement

- A. The Owner is the registered owner of the property (the "Lands") situated, lying and being in the City of Salmon Arm, in the Province of British Columbia, described in Item 2 of Form C to which this Terms of Instrument (the "Agreement") is attached;
- B. Section 219 of the *Land Title Act*, RSBC 1996, c. 250 (the "Act") provides, inter alia, that there may be registered as a charge against title to land a covenant, whether of a negative or positive nature, in respect of the use of land or the use a building erected or to be erected on land, in favour of a Municipality or the Crown;
- C. The Owner has applied to the City to rezone the Lands from C-3 to C-6 and it is a condition of the approval by the City of that application that the Owner enter into this Agreement with respect to the Land and the Owner has agreed to do so.

**NOW THEREFORE**, pursuant to Section 219 of the *Land Title Act* and in consideration of One Dollar (\$1.00) now paid by the City to the Owner, the receipt and sufficiency of which is hereby acknowledged, and of the premises herein contained, the parties covenant and agree as follows:

1. In this Agreement,

"Daily Amount" means \$100.00 per day per rental Dwelling Unit;

"Dwelling Unit" means a single, self-contained residence usually containing cooking, eating, living, sleeping and sanitary facilities intended for residential occupancy;

"Rental Housing Units" means the Dwelling Units to be constructed on the Lands and designated by the Owner as Rental Housing Units, which Rental Housing Units shall be used solely for the purpose of rental housing in accordance with this Agreement;

"Rental Purposes" means an occupancy or intended occupancy which is or would be governed by a tenancy agreement as defined in section 1 of the *Residential Tenancy Act*;

"Strata Lot" means any lot created in accordance with the *Strata Property Act* as amended from time to time.

2. The Owner, for itself and its successors and assigns, covenants and agrees with the City, as a covenant running with the Lands, that the Owner will not for a period of fifteen (15) years from the date of issuance of an occupancy certificate by the City of Salmon Arm:
  - (a) use the Dwelling Units in the building constructed on the Lands, or allow them to be used, except for Rental Purposes; or
  - (b) subdivide the Lands, including by registration of a strata plan for the creation of Strata Lots.
  - (c) the Owner may not, without the prior written consent of the City, acting in its sole discretion, market, sell or transfer less than the total number of Rental Housing Units that are on, or are to be constructed on the Lands, in a single or related series of transactions with the result that when the purchaser or transferee of the Rental Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than the total number of Rental Housing Units.
3. The covenants contained in this Agreement are and shall be deemed to be running with the Lands pursuant to Section 219 of the Act and shall be binding upon the Owner and its successors in title to the Lands and shall enure to the benefit of the City and its successors, in perpetuity, and may only be modified or discharged pursuant to the provisions of Section 219 of the Act or pursuant to the provisions of an order of a Court of competent jurisdiction.
4. Notwithstanding anything contained herein, neither the Owner nor any future owner of the Lands shall be liable under any of the covenants or agreements contained herein where such liability arises by reason of an act or omission occurring after the Owner or such future owner ceases to have any further interest in the Lands.
5. Wherever the masculine singular pronoun is used in this Agreement, same shall be deemed to include and mean the plural, feminine, or body corporate or body politic as the context may require.
6. The Owner hereby releases and forever discharges the City of and from any claim, cause of action, suit, demand, expenses, costs and legal fees whatsoever which the Owner can or may have against the City for any loss or damage or injury that the Owner may sustain or suffer arising directly or indirectly out of the issuance of a Building Permit or the use or occupation of the Lands.
7. The Owner covenants and agrees to indemnify and save harmless the City from any and all claims, causes of action, suits and demands whatsoever that anyone has, or may have in the future, as an owner occupier, tenant, visitor, invitee or user of the Lands, including without limitation, claims, causes of action, suits and demands for loss of life and/or injury to a person or property, that arises directly or indirectly out of the approval of the subdivision, the issuance of a Building Permit or the use or occupation of the Lands.

8. This Agreement is to be registered as a charge against the Lands and the Owner agrees to execute and deliver all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.
9. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable from the rest, and remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by
10. Nothing contained or implied in this Agreement shall prejudice or affect the City's rights and powers in the exercise of its functions pursuant to the *Local Government Act* of British Columbia or its rights and powers under all of its public and private statutes, bylaws, orders and regulations to the extent that same are applicable to the Lands, all of which may be fully and effectively exercised in relation to the Lands as if these covenant had not been executed and delivered by the Owner.
11. The Owner agrees that the City is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Owner of this Agreement. Further, the Owner agrees that the foregoing provision is reasonable given the public interest in restricting the occupancy and disposition of the Rental Housing Units in accordance with this Agreement. The Owner agrees that should the Rental Housing Units ceased to be used in accordance with this Covenant, that it shall be restored to a rental residential use.
12. The Owner hereby grants to the City a covenant under Section 219 of the *Land Title Act* and at common law, securing payment by the Owner to the City of the Daily Amount at any time should the owner be in default of its obligations under this Agreement. The Owner Agrees that the City, at its option, may enforce payment of such outstanding amount in a court of competent jurisdiction as a contract debt, by an action for and order for sale, by proceedings for the appointment of a receiver, or in any other method available to the City in law or in equity.
13. Where there is a reference to an enactment of the Province of British Columbia in this Agreement, that reference includes a reference to any subsequent enactment of the Province of British Columbia of like effect and, unless the context otherwise requires, all statutes referred to in this Agreement are enactments of the Province of British Columbia.



14. The Owner represents and warrants to and covenants and agrees with the City that:
- (a) it has the full and complete power, authority and capacity to enter into, execute and deliver this Agreement and to bind all legal and beneficial interests in the title to the Lands with the interest in land created hereby;
  - (b) upon execution and delivery of this Agreement and registration therefor, the interest in land created hereby will encumber all legal and beneficial interests in the title to the Lands;
  - (c) this Agreement will be fully and completely binding on the Owner in accordance with the terms hereto and the Owner will perform all of its obligations under this Agreement in accordance with the terms hereof; and
  - (d) the foregoing representations, warranties, covenants and agreements will have force and effect notwithstanding any knowledge on the part of the City, whether actual or constructive, concerning the status of the Owner, the Lands, or any other matter.
15. Any demand or notice which may be given under this Agreement shall be in writing and delivered or faxed addressed to the parties as follows:

**The City:**

**CITY OF SALMON ARM**

500 – 2 Avenue N.E.

P.O. Box 40

Salmon Arm, B.C. V1E 4N2

**The Owner:**

**151400 B.C. LTD.**

101-801 Island Highway

Campbell River, B.C. V9W 2C2

or at such other address as any party may specify in writing to the other. The time of giving and receiving any such notice shall be deemed to be on the day of delivery or transmittal.

- 16 . An AUTHORIZING BYLAW WAS PASSED by City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 under Bylaw No. 4688.
17. Any matter in dispute between the parties under this Agreement must be referred to a single arbitrator if the parties can agree on one, and otherwise to three arbitrators, one to be appointed by each of the parties and the third by those two appointed, and the matter must be resolved in accordance with the provisions of the *Commercial Arbitration Act* of British Columbia.
18. In any action or proceeding concerning this Agreement, including any application seeking the specific performance of the Owner's obligations under this Agreement, the City will be entitled to be indemnified for its costs on a solicitor-and-own-client basis.
19. No alleged waiver of any breach of this Agreement is effective unless it is an express and specific waiver in writing, which will not operate as a waiver of any other breach of this Agreement.
20. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties have executed a Form C, to which this Agreement is attached and which forms a part of this Agreement, effective as of the date first above written.



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Director of Engineering & Public Works –Fee For Service Amendment Bylaw No. 4702

Date: April 14, 2025

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### Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4702 be read a first, second and third time.

### Background:

Following review of the City of Salmon Arm Fee for Service charges for 3/4", 3/4" short lay and 1" T-10 water meters, it has been determined that the cost associated with the procurement of water meters has increased markedly and an amendment to the Fee for Service Bylaw is required in order to ensure full cost recovery. Staff are proposing an amendment to establish new charge rates for the Residential water meters and the Commercial Radio Frequency Head water meters as shown below:

Table 1: Residential Water Meter Costs

Water Meter Size	Previous Years Rates				New Charge
	2019	2020	2021	2022/23/24	2025
3/4"	\$370.00	\$395.00	\$405.00	\$435.00	<b>\$450.00</b>
3/4" SL				\$395.00	<b>\$450.00</b>
1"	\$470.00	\$500.00	\$515.00	\$550.00	<b>\$610.00</b>

Table 2: Commercial RFH Water Meter Costs

Water Meter Size	Previous Years Rates				New Charge
	2019	2020	2021	2022	2025
3/4" T-10	\$570.00	\$605.00	\$620.00	\$660.00	<b>\$920.00</b>
3/4" PIT		\$640.00	\$655.00	\$695.00	<b>\$855.00</b>
1" T-10	\$700.00	\$740.00	\$755.00	\$815.00	<b>\$1115.00</b>
PIT		\$760.00	\$779.00	\$835.00	<b>\$1080.00</b>

Staff recommend that Section 6 of the Fee for Service Bylaw No. 4497 be amended to reflect the increase in costs associated with the sale of new water meters. We are also recommending the removal of all reference to the 5/8" meter as it is no longer a requirement in the City's Subdivision Development & Servicing Bylaw.

**Legislative authority / plans / reports:**

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

**Financial Considerations:**

All water meters are sold based on full cost recovery. Should this amendment not be considered, the City would require additional budget to fund for the shortfall on each water meter that was sold.

**Alternatives & Implications:**

No alternatives

**Communication:**

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

**Attachments:**

- Draft Fee for Service Amendment Bylaw No. 4702

## CITY OF SALMON ARM

### BYLAW NO. 4702

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

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

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

1. Schedule "B", Appendix 1 - Miscellaneous Fee Schedule - Public Works of "District of Salmon Arm Fee for Service Bylaw No. 2498" subsection 6 is hereby deleted in its entirety and replaced with Schedule "B" Appendix 1 - Miscellaneous Fee Schedule - Public Works, attached hereto and forming part of this bylaw.

6.	<b>Water Connection Charge</b>	
	• Connection Fee - 3/4"	At cost
	• Connection Fee - 1"	At cost
	• Connection Fee - 1 1/2"	At cost
	• Connection Fee - 2"	At cost
	The charges set out in Section 6 above include an inspection and administration fee of \$55.00. Where a connection has been provided and paid for by a developer, the owner or his agent shall pay only the \$55.00 fee.	
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Residential, the charge will be as follows:	
	• 3/4" remote water meter	\$450.00
	• 3/4" short lay for pit setter	\$450.00
	• 1" remote water meter	\$610.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Commercial RFH, the charge will be as follows:	
	• 3/4" remote water meter	\$920.00
	• 3/4" for pit setter applications	\$855.00
	• 1" remote water meter	\$1115.00
	• 1" for pit setter applications	\$1080.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee
	<b>Gleneden Water System:</b>	

	Each property that connects to the Gleneden Water System (depicted as “Gleneden Water Service Area” on Figure 1 attached hereto and forming part of this bylaw), in addition to all other appropriate fees, must make a “one-time” payment to the City of a special Capital Cost Contribution for the parent property in an amount equivalent to the current single family development cost charge for water specified in Development Cost Charge Bylaw No. 2261 as amended, prior to connection to the water system.	
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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 Fee for Service Amendment Bylaw No. 4702.**”

READ A FIRST TIME THIS	14	DAY OF	April	2025
READ A SECOND TIME THIS	14	DAY OF	April	2025
READ A THIRD TIME THIS	14	DAY OF	April	2025
ADOPTED BY COUNCIL THIS		DAY OF		2025

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering (City Engineer) – Curbside Collection Amendment Bylaw No. 4682

Date: April 14, 2025

---

### **Motion for Consideration:**

THAT: the bylaw entitled City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682 be read a first, second and third time.

### **Background:**

City of Salmon Arm Curbside Collection Bylaw No. 4281 ("Bylaw"), was adopted by Council on June 10, 2019, coinciding with the addition of Food Waste curbside collection, which commenced on July 1, 2019.

A new curbside collection contract, approved by Council on November 12, 2024, will commence on July 1, 2025 and under this contract there will be a change to the frequency of yard waste collection from bi-annually to monthly (April to November).

Additionally, on December 9, 2024, Council approved the new Recycle BC agreement. Under this agreement, Recycle BC has added secondary suites and accessory dwelling units as households for which the City can receive the financial incentive for providing curbside recycling collection.

As a result of these new agreements, the Bylaw needs to be amended to reflect the noted changes. These amendments are summarized below. Staff have also reviewed the Bylaw for overall accuracy, consistency and clarity which has resulted in several minor housekeeping amendments.

#### **1. Amendment to the Definition of Curbside Household**

The Curbside Household definition in Section 1 of the Bylaw specifies the types of dwellings that meet the City's criteria to receive the curbside collection service and Recycle BC's criteria to receive the financial incentive for recycling collection. The definition also allows the Director of Engineering and Public Works to determine if other dwelling types are eligible to receive the service through the opt-in application process described in Section 6 of the Bylaw. The definition required updates to align with recent zoning bylaw changes and updates to reflect existing program concerns as noted below.

Bare land stratas and mobile home parks (MHP) are included in the Curbside Household definition and therefore automatically included into the program. These developments consist of a variety of dwelling types and access conditions which can create operational issues; specifically, sufficient space for container set-out and collection, and enclosed storage to prevent wildlife access tend to be a challenge with these types of developments. Staff are proposing that bare land stratas and MHPs be removed from the Curbside Household definition and require opt-in, which will allow staff to review the development to ensure that they meet the criteria to receive curbside collection. Stratas and MHPs currently receiving the service will continue to be included in the program.

Currently secondary suites are excluded from the definition of Curbside Household and staff are proposing to similarly exclude accessory dwelling units (“suites”). This allows flexibility for owners to either share one set of bins or opt-in for multiple bins, if desired (see Item 2 discussion). Staff will review opt-in applications to ensure that the suite(s) meets the necessary criteria to receive the service and the financial incentive from Recycle BC.

## 2. Amendment to Section 6 – Opt-in Application Process

In consideration of Recycle BC including suites in the program, staff are proposing an amendment to Section 6 of the Bylaw to allow a property owner to apply to receive the curbside collection service for a suite, if desired. Suites are currently required to share the service with the primary household within the collection limits permitted for the property as a whole; they cannot receive a full curbside collection service.

Permitting suites to receive the service is an important amendment in consideration of the small-scale multi-unit housing (SSMUH) legislation enacted by the Province in 2024 (Bill 44). Extending service to multiple units on a property where feasible to do so maximizes the flexibility and reach of the program. It also increases the level of service for these properties by reducing the need for property owners or tenants to purchase bag tags for food waste or garbage that exceed the collection limits.

Each application for a suite will be reviewed by City staff to determine if it meets the City and Recycle BC criteria to receive the service. If so, the Curbside Collection Fee will be applied to the property for each suite, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498. Suites receiving the service will be included in the curbside household count provided to Recycle BC for the purpose of receiving the financial incentive.

Note that the Additional Food Waste Collection opt-in service will continue to be available for Curbside Household property owners that require the collection of an additional food waste bin.

## 3. Amendment to Section 4 – Collection types, frequencies and weight limits

Section 4 of the Bylaw specifies the collection types, frequencies and weight limits that are included in the curbside collection service. The proposed amendment to Section 4 specifies the new monthly yard waste frequency which will occur in April through November each year commencing in 2026.

## 4. Housekeeping Amendments

In addition to the proposed amendments described above, housekeeping amendments to several sections of the Bylaw are being proposed to provide greater consistency, accuracy and clarity.

**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:**

There are minimal financial implications as Curbside Collection is a self-sustaining user pay funded program; however, allowing suites to opt-in to a full collection will allow the City to add these users to the Recycle BC household count, thereby increasing the total financial incentive received for recycling collection.

**Alternatives & Implications:**

Council can choose not to approve any of these changes to the Bylaw. This would result in bare land stratas and mobile home parks remaining entitled to receive the service without having to apply through the opt-in process, which poses a risk to service provision if collection and/or Recycle BC criteria are not met. Suites would continue to have to share the service with the primary Curbside Household, which limits the level of service the City provides to these properties, especially where a property may have multiple suites.

**Communication:**

City staff will update publicly available information and documentation (e.g. curbside collection web page, FAQs, program guide) regarding the opt-in changes. Staff will also communicate this change through social media, Recycle Coach as well as through engineering referrals provided to upcoming developments.

Prepared by: Engineering Assistant I  
 Reviewed by: City Engineer  
 Approved by: Chief Administrative Officer

**Attachments:**

- City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682

CITY OF SALMON ARM  
BYLAW NO. 4682

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

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

1. That Section 1, DEFINITIONS, be amended by:

a. Adding a definition for "Accessory Dwelling Unit" as follows:

"Accessory Dwelling Unit" shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

b. Adding a definition for "Additional Food Waste Collection" as follows:

"Additional Food Waste Collection" shall mean the collection of Food Waste in an Additional Food Waste Container.

c. Adding a definition for "Additional Food Waste Container" as follows:

"Additional Food Waste Container" shall mean a Food Waste Container used for Additional Food Waste Collection.

d. Deleting the definition for "Certified Compostable" in its entirety that reads:

"Certified Compostable" shall mean materials approved by the Biodegradable Products Institute (BPI) that are designed to completely biodegrade at an industrial composting facility.

And replacing it as follows:

"Certified Compostable" shall mean a material approved to be compostable in an industrial composting facility by a reputable certification organization, including but not limited to, the Biodegradable Products Institute ("BPI") and Bureau de normalisation du Quebec ("BNQ").

e. Adding a definition for "Compostable Bag" as follows:

"Compostable Bag" shall mean a bag made entirely of paper or of a Certified Compostable material.

- f. Deleting the definition for “Container” in its entirety that reads:

“Container” shall mean a metal, plastic, cardboard or paper receptacle used for temporary storage of Refuse, Recyclables, Food Waste or Yard Waste. This may refer to bags, bins or carts owned by the User or the City, and used for curbside collection.

And replacing it as follows:

“Container” shall mean a non-corrosive, durable, light-weight receptacle used for the storage and collection of Refuse, Recyclables, Food Waste or Yard Waste, having a maximum volume of one-hundred and twenty litres (120 L), and may include bins, carts or boxes owned by the User or the City.

- g. Deleting the definition for “Curbside Household” in its entirety that reads:

“Curbside Household” shall mean a self-contained dwelling unit providing accommodation to one or more people, including (i) single-family dwellings, (ii) bare land stratas (iii) duplexes (iv) mobile homes and (vi) other dwelling determined to be eligible to receive services by the Director.”

And replacing it as follows:

“Curbside Household” shall mean a self-contained Dwelling Unit fronting directly on to a City owned and maintained roadway where the Occupier of the Dwelling Unit is expected to individually deliver Containers and Collection Bags to the curb for collection, and may include: (i) Single Family Dwellings; (ii) rowhouses and townhouses of two or more units (excluding Secondary Suites and Accessory Dwelling Units); and (iii) other Dwelling Units determined to be eligible to receive the Curbside Collection Service by the Director in accordance with Section 6 of this Bylaw.

- h. Adding a definition for “Dwelling Unit” as follows:

“Dwelling Unit” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

- i. Deleting “Extra Food Waste” in its entirety that reads:

Extra Food Waste shall mean Food Waste exceeding the weekly limit of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Extra Food Waste” shall mean Food Waste exceeding the limit specified in Section 4(a) of this Bylaw.

- j. Deleting “Extra Food Waste Container” in its entirety that reads:

“Extra Food Waste Container” shall mean a User-owned, non-corrosive, durable, reusable receptacle fitted with secure handles and used for the storage and collection of Extra Food Waste. An Extra Food Waste Container must be clearly marked as Food Waste, have a lid that can be easily opened by the Collector and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Extra Food Waste Container” shall mean a User-owned, reusable Container used for the storage and collection of Extra Food Waste, having a maximum volume of one-hundred and twenty litres (120 L), fitted with secure handles and a lid that can be easily opened by the Collector, and being clearly marked as Food Waste.

- k. Deleting “Extra Food Waste Tag” in its entirety that reads:

“Extra Food Waste Tag” shall mean an official tag provided by the City that sticks onto an extra Food Waste Bag or placed on Extra Food Waste within an Extra Food Waste Container.

And replacing it as follows:

“Extra Food Waste Tag” shall mean an official, Certified Compostable tag provided by the City to be affixed to a Food Waste Bag or Extra Food Waste Container containing Extra Food Waste.

- l. Adding a definition for “Extra Refuse” as follows:

“Extra Refuse” shall mean Refuse exceeding the limit specified in Section 4(b) of this Bylaw.

- m. Deleting “Extra Refuse Tag” in its entirety that reads:

“Extra Refuse Tag” shall mean an official tag provided by the City that sticks onto an extra Refuse Bag.

And replacing it as follows:

“Extra Refuse Tag” shall mean an official tag provided by the City to be affixed to a Refuse Bag or Refuse Container containing Extra Refuse.



- n. Deleting “Food Waste” in its entirety that reads:

“Food Waste” shall mean any Food Waste material under Schedule ‘A’ Acceptable Materials which originates from a day-to-day Curbside Household source.”

And replacing it as follows:

“Food Waste” shall mean residential organic matter, as included under Food Waste in Schedule ‘A’ – Acceptable Materials of this Bylaw.

- o. Deleting “Food Waste Bag” in its entirety that reads:

“Food Waste Bag” shall mean a non-returnable Certified Compostable bag used for the storage and collection of Food Waste, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Food Waste Bag” shall mean a single-use, Compostable Bag used for the storage and collection of Food Waste, having a maximum volume of one-hundred and twenty litres (120 L).

- p. Deleting “Food Waste Container” in its entirety that reads:

“Food Waste Container” shall mean a City-owned receptacle used for the storage and collection of Food Waste or Food Waste Bags, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Food Waste Container” shall mean a City-owned and branded receptacle used for the storage and collection of Food Waste or Food Waste Bags, having a maximum volume of one-hundred and twenty litres (120 L);

- q. Adding a definition for “Kraft Paper Bag” as follows:

“Kraft Paper Bag” shall mean a bag made entirely of high-strength paper.

- r. Deleting the definition of “Occupier” in its entirety that reads:

“Occupier” shall mean householders, tenants or owners of a dwelling.

And replacing it as follows:

“Occupier” shall mean a person or persons inhabiting a dwelling.

- s. Deleting “Parcel” in its entirety that reads:

“Parcel” shall mean any lot, block or other area in which real property is held or into which it is subdivided, including bare land strata lots.”

And replacing it as follows:

“Parcel” shall mean any lot, block or other area in which real property is held or into which it is subdivided.”

- t. Deleting “Recyclables” in its entirety that reads:

“Recyclables” shall mean all materials deemed acceptable for Curbside Collection by Recycle BC under Schedule ‘A’ Acceptable Materials which originate from a day-to-day Curbside Household source.”

And replacing it as follows:

“Recyclables” or “Recycling” shall mean residential paper products and packaging (“PPP”) materials deemed to be acceptable for the Curbside Collection Service by Recycle BC, as included under Schedule ‘A’ - Acceptable Materials of this Bylaw.

- u. Deleting the definition of “Recyclables Container” in its entirety that reads:

“Recyclables Container” shall mean a non-corrosive, durable, reusable, open receptacle fitted with secure handles, clearly marked as Recyclables and used for the storage and collection of Recyclables, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Recyclables Container” shall mean a User-owned, reusable Container used for the storage and collection of Recyclables, having a maximum volume of one-hundred and twenty litres (120 L), and fitted with secure handles. Recyclables Containers shall be set-out for collection without lids and be clearly marked as Recyclables.

- v. Deleting “Recycle BC” in its entirety that reads:

“Recycle BC” shall mean MMBC Recycling Inc. doing business as Recycle BC.

And replacing it as follows:

“Recycle BC” shall mean the non-profit organization responsible for the recycling of residential and packaging and paper product (PPP) recycling throughout British Columbia.

- w. Amending the definition of “Refuse” or “Garbage” by deleting “Curbside Household” and replacing it with “residential”.

- x. Deleting the definition of “Refuse Bag” in its entirety that reads:

“Refuse Bag” shall mean a non-returnable garbage bag used for the storage and collection of Refuse, and contain a maximum weight of ten (10) kilograms (twenty-two (22) lbs).

And replacing it as follows:

“Refuse Bag” shall mean a single-use garbage bag used for the storage and collection of Refuse, having a maximum volume of one-hundred and twenty litres (120 L).

- y. Deleting the definition of “Refuse Container” in its entirety that reads:

“Refuse Container” shall mean a non-corrosive, durable, reusable receptacle fitted with secure handles and an optional cover that is easily removed by the Collector, used for the storage and collection of Refuse Bags, and contain a maximum weight of 10 kg (22 lbs).

And replacing it as follows:

“Refuse Container” shall mean a User-owned, reusable Container used for the storage and collection of Refuse Bags, having a maximum volume of one-hundred and twenty litres (120 L), and fitted with secure handles and an optional lid that can be easily opened by the Collector.

- z. Adding a definition for “Secondary Suite” as follows:

“Secondary Suite” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

- aa. Adding a definition for “Single Family Dwelling” as follows:

“Single Family Dwelling” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

- bb. Amending the definition of “User” by deleting “City collection services” and replacing it with “the Curbside Collection Service”.

cc. Deleting “Yard Waste” in its entirety that reads:

“Yard Waste” shall mean any organic, non-Food Waste materials, substances or objects under Schedule ‘A’ Acceptable Materials, originating from a day-to-day Curbside Household source.

And replacing it as follows:

“Yard Waste” shall mean residential organic matter, as included under Yard Waste in Schedule ‘A’ - Acceptable Materials of this Bylaw.

dd. Deleting “Yard Waste Bag” in its entirety that reads:

“Yard Waste Bag” shall mean a non-returnable; Kraft Compostable Paper used for the storage and collection of Yard Waste, and contain a maximum weight of twenty (20) kilograms (forty-four (44) lbs).

And replacing it as follows:

“Yard Waste Bag” shall mean a single-use, Kraft Paper Bag used for the storage and collection of Yard Waste, having a maximum volume of one-hundred and twenty litres (120 L). Bags made of or containing Certified Compostable plastic are not accepted for Yard Waste.

2. That Section 4 be amended by deleting it in its entirety that reads:

“Each Owner or Occupier of a Curbside Household shall make use of the Curbside Collection Service provided by the City, subject to the following limits per Curbside Household:

- a) Food Waste:  
Maximum of one (1) Food Waste Container per week;
- b) Refuse:  
Maximum of one (1) Refuse Bag every second week;
- c) Recyclables:  
Unlimited Recyclables Containers every second week; and
- d) Yard Waste:  
Unlimited Yard Waste Containers bi-annually.”

And replacing Section 4 as follows:

“Every User of a Curbside Household shall make use of the Curbside Collection Service provided by the City, subject to the following limits per Curbside Household:

- a) Food Waste:  
Maximum of one (1) Food Waste Container of up to 10 kg (22 lb) per week;
- b) Refuse:  
Maximum of one (1) Refuse Bag or one (1) Refuse Container of up to 10 kg (22 lb) every second week, on alternate weeks from Recyclables collection;
- c) Recyclables:  
Unlimited Recyclables Containers of up to 10 kg (22 lb) per Container every second week, on alternate weeks from Refuse collection; and
- d) Yard Waste:  
Unlimited Yard Waste of up to 20 kg (44 lb) per Yard Waste Bag monthly, from April to November each year.

3. That Section 6 be amended by deleting it in its entirety that reads:

“Notwithstanding Section 4 of this Bylaw, any Owner of a Parcel may make an application to the Director for Curbside Collection Service under this Bylaw and the Director may include that Parcel in the Curbside Collection Service.”

And replacing Section 6 as follows:

- a) The Owner of a Parcel having a Dwelling Unit not conforming to the definition of Curbside Household in this Bylaw may make an application (“opt-in”) to the Director to receive the Curbside Collection Service, and the Director may approve the Dwelling Unit as Curbside Household to receive the Curbside Collection Service under this Bylaw.
- b) Where a Parcel has multiple Dwelling Units (excluding Secondary Suites and Accessory Dwelling Units), all Dwelling Units must be included in the application for the Curbside Collection Service. The application shall be made by the Owner of the Parcel or a strata council, whichever is applicable.
- c) Secondary Suites and Accessory Dwelling Units are eligible for opt-in, pursuant to Section 6(a) of this Bylaw.
- d) The approval of an opt-in shall in no way constitute the City’s approval of a non-conforming dwelling or granting of occupancy; it is solely for the purpose of providing the Curbside Collection Service.
- e) Upon approval of an opt-in, fees shall apply to each Curbside Household pursuant to City of Salmon Arm Fee for Services Bylaw No. 2498 and amendments thereto.

- f) The Owner of a Curbside Household receiving the Curbside Collection Service prior to adoption of this Bylaw shall not be required to opt-in if the Dwelling Unit does not conform to the definition of Curbside Household in this Bylaw.

- 4. That Section 7 be amended by deleting it in its entirety that reads:

“The frequency of the provision of the Curbside Collection Service pursuant to Section 4 of this Bylaw is subject to change from time to time due to statutory holidays, as determined by the Director.”

And replacing it as follows:

“The frequency and/or days of collection of the Curbside Collection Service pursuant to Section 4 of this Bylaw are subject to change from time-to-time due to statutory holidays or other factors, as determined by the Director.”

- 5. That Section 8 be amended by deleting “Containers” and replacing it with “Collection Bags and Containers”.
- 6. That Section 11 be amended by:

- a. Deleting the first sentence that reads:

“Every Owner and Occupier of a Parcel that receives Curbside Collection Service shall do, or cause to be done, the following:”

And replacing it as follows:

“Every User who receives the Curbside Collection Service shall do, or cause to be done, the following:”

- b. Deleting “Schedule ‘A’ – List of Accepted Materials” in paragraph 11(c) and replacing it with “Schedule ‘A’ – List of Accepted Materials of this Bylaw”
- c. Deleting “Schedule ‘B’ - Solid Waste Not Eligible for Refuse Disposal” in paragraph 11(e) and replacing it with “Schedule ‘B’ - Solid Waste Not Eligible for Refuse Disposal (Prohibited Materials) of this Bylaw;”
- d. Deleting Section 11(g) in its entirety that reads:

“Ensure Refuse Bags are securely tied;”

And replacing it as follows:

“Ensure all Refuse is contained within securely tied Refuse Bags, even when a Refuse Container is used;”



7. That Section 12 be deleted in its entirety that reads:

“The City need not collect all or any Refuse, Food Waste, Recyclables or Yard Waste from a Parcel if an Owner or Occupier has not complied with this Bylaw.”

And replacing it as follows:

“The City need not collect any or all Refuse, Food Waste, Recyclables or Yard Waste from a Curbside Household if a User has not complied with this Bylaw.”

8. That Section 13 be deleted in its entirety that reads:

“Users who wish to occasionally dispose of additional Refuse Bags (in excess of the one (1) Refuse Bag every second week collection limit) may purchase Extra Refuse Tags from the City pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Refuse Tag will permit the collection of one (1) Refuse Bag in addition to the Refuse limit specified in Section 4.b). Excess Refuse may be contained within a Refuse Container with Extra Refuse Tag attached to Refuse Bag.”

And replacing it a follows:

“Users who need to dispose of Extra Refuse may purchase Extra Refuse Tags from the City, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Refuse Tag will permit the collection of a maximum of ten (10) kilograms (twenty-two (22) lbs) of Extra Refuse contained in one (1) Refuse Bag. Where a Refuse Container is used, the Extra Refuse Tag shall be affixed to the Refuse Bag within the container. There is no limit to the number of Refuse Bags with Extra Refuse Tags that may be set out for collection in addition to the Refuse limit specified in Section 4(b).”

9. That Section 14 be deleted in its entirety that reads:

“Users who wish to occasionally dispose of additional Extra Food Waste may purchase Extra Food Waste Tags from the City, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Food Waste Tag will permit the collection of one (1) Food Waste Bag or Extra Food Waste Container in addition to the Food Waste limit specified in Section 4.a). An Extra Food Waste Tag shall be placed on a Food Waste Bag. Where an Extra Food Waste Container is used, the sticker shall be placed on the Food Waste Bag or Extra Food Waste within the container.”

And replacing it as follows:

“Users who need to occasionally dispose of Extra Food Waste may purchase Extra Food Tags from the City, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Extra Food Waste Tag will permit the collection of a maximum of ten (10) kilograms (twenty-two (22) lbs) of Extra Food Waste contained in one (1) Food Waste Bag or one (1) Extra Food Waste Container. Where an Extra Food Waste Container is used, the Extra Food Waste Tag shall be affixed to the Food Waste within the container.

There is no limit to the number of Food Waste Bags and/or Extra Food Waste Containers that may be set out for collection with Extra Food Waste Tags, in addition to the Food Waste limit specified in Section 4(a)."

10. That Section 15 be deleted in its entirety that reads:

"Users who wish to regularly dispose of Extra Food Waste may purchase one or more additional Food Waste Containers and additional weekly Food Waste collections from the City. Fees for each additional Food Waste Container and collection are pursuant to City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto."

And replacing it as follows:

"Users who need to regularly dispose of Extra Food Waste may purchase one or more Additional Food Waste Containers and Additional Food Waste Collections from the City, pursuant to City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto. Each Additional Food Waste Container permits a maximum of ten (10) kilograms (twenty-two (22) lbs) of Extra Food Waste to be set-out weekly. There is no limit to the number of Additional Food Waste Containers that may be set out for collection in addition to the Food Waste limit specified in Section 4(a)."

11. That Section 16 be amended by deleting "property" and replacing it with "Parcel".

12. That Section 17 be amended by deleting "property" and replacing it with the "a Parcel".

13. That Section 20 be amended by:

a. Deleting the first sentence that reads

"Unless an exception is provided by the Director, every Owner and Occupier of a Parcel that receives Curbside Collection Service shall do, or cause to be done, the following:"

And replacing it as follows:

"Unless an exception is provided by the Director, every User that receives Curbside Collection Service shall do, or cause to be done, the following:"

b. Deleting "parcels" in paragraph 20(b) and replacing it with "Parcels".

c. Deleting paragraph 20(c) in its entirety that reads:

"Shall place the Collection Bags and Containers in accordance with this Bylaw, or the instructions of the Director, in the front yard, on the driveway or access to the Parcel, adjacent to the street (not a lane) as near as possible but not on the travelled portion of the street location without obstructing pedestrian and/or vehicular traffic, prior to 7:00

a.m. on the designated collection day;”

And replacing it as follows:

“Shall place Collection Bags and Containers in accordance with this Bylaw, or the instructions of the Director:

- i. as near as possible to, but not on the travelled portion of the City roadway where collection occurs, without obstructing vehicular or pedestrian traffic utilizing any street, lane, sidewalk, multi-use path or other City right-of-way; and
- ii. prior to 7:00 a.m. on the designated collection day.”

d. Deleting “Owner of the Parcel” in paragraph 20(d) and replacing it with “User”.

e. Deleting paragraph 20(g) in its entirety that reads:

“The Director may, upon notice to the Owner of the Parcel, require Refuse Bags or extra Food Waste set out for collection be placed in a Refuse Container or Extra Food Waste Container respectively to address and discourage scavenging by wildlife; and”

And replacing it as follows:

“The Director may, upon notice to a User, require Refuse Bags or extra Food Waste Bags be placed in a Refuse Container or Extra Food Waste Container respectively, to address and discourage scavenging by wildlife; and”

f. Deleting “Shall remove all Containers” in paragraph 20(h) and replacing it with “Shall remove all Containers and Collection Bags”.

#### 14. 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.

#### 15. 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.

#### 16. EFFECTIVE DATE

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

17. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4682.”

READ A FIRST TIME THIS      14      DAY OF      April      2025

READ A SECOND TIME THIS   14      DAY OF      April      2025

READ A THIRD TIME THIS    14      DAY OF      April      2025

ADOPTED BY COUNCIL THIS      DAY OF      2025

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MAYOR

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CORPORATE OFFICER



## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering (City Engineer) – Fee for Service Amendment Bylaw No. 4694

Date: April 14, 2025

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### **Motion for Consideration:**

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4694 be read a first, second and third time.

### **Background:**

The Engineering and Utilities departments have been working together to create alignment between the utility (water and sewer) billing processes and curbside collection billing processes. While reviewing the procedures and policies, staff noted several areas for improvement for the procedures and regulations regarding the billing of curbside collection and utilities which will improve efficiency and consistency.

Under City Bylaw 2498 - Fee for Services ("Bylaw"), new single family dwelling developments that qualify for curbside collection are billed the pro-rated curbside collection fee for the remaining portion of the year, calculated from the first (1st) day of the fourth (4th) month following the date of the building permit issuance, or from the date of occupancy permit issuance, whichever is earlier. Under the City's Utility Billing Policy 7.22, new single-family developments are billed the pro-rated annual utility fees from a date four (4) months after building permit issuance, or from the date of occupancy permit issuance, whichever is earlier. For other types of developments such as multi-family buildings and commercial, fees are billed from a date that is six (6) months after building permit issuance, or occupancy permit issuance, whichever is earlier. Staff are proposing to align both billing commencement dates for consistency and efficiency. Additionally, Utility Billing Policy 7.22 should be incorporated into the Bylaw rather than existing as an internal policy. This ensures that the utility billing procedures co-exist with the utility rate schedules (Schedules C and D of the Bylaw) and creates consistency with curbside collection fees for which both billing procedures and rates are contained in Schedule B, Appendix 10 of the Bylaw.

The utility billing sections of Bylaw 1274 – Water Rates and Waterworks Regulation should be incorporated into Bylaw 2498 and removed from Bylaw 1274, to ensure all billing related procedures and regulations are contained within the Bylaw 2498.

At the January 13, 2025 Regular Council Meeting, a letter authored by D. McGregor was presented that expressed concerns with the City's procedures for billing curbside collection fees and water and sewer utilities, as they pertain to new developments; specifically, the period of time

between building permit issuance and commencement of billing for these services is insufficient to complete the construction and sale of a single-family home. She indicates that this increases the cost of the development and potentially housing affordability, as they are required to pay for these services despite not needing, or being able to use them until occupancy occurs. Council requested staff review the process and provide a report back regarding potential changes. Since staff have already been considering recommending changes to Council regarding the utility and curbside collection billing processes, Ms. McGregor's comments have been reviewed and staff's recommended changes included.

Specifically, Staff acknowledge that developments have become larger scale over time, requiring a greater amount of time to construct; however, due to complexities in the system, using the date of occupancy approval is not recommended by staff. Therefore, increasing the deferral period from building permit issuance to commencement of billing is supported and proposed to be increased as follows:

- For single family dwellings, duplexes, secondary suites and accessory dwelling units increased from four (4) months to eight (8) months.
- For residential developments involving dwellings of three or more units (such as rowhouses and townhouses), multi-family buildings and commercial developments, increased from six (6) months to twelve (12) months.
- In both of the above cases, billing commencement will be based on occupancy permit issuance or the appropriate deferral period from building permit issuance, whichever is earlier.

The amendments being proposed under Bylaw 4694 incorporate the proposed changes outlined above. Curbside collection fee amendments are to be applied to the existing Schedule B, Appendix 10 of the Bylaw, and Schedule B, Appendix 11 will be newly created within the Bylaw to incorporate the utility billing procedures and regulations.

The proposed amendments to Bylaw 1274 will be addressed under City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695.

**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:**

Residential dwellings that are typically charged flat-rate annual utilities fees will benefit from the longer deferral periods, as the fees for both utilities and curbside collection are pro-rated for the remainder of the year from when billing commences. Therefore, these property owners should incur lower initial fees for these services.

For multi-family buildings and commercial developments, where utility billing is based on actual meter readings (i.e. metered-billing), the fees charged when billing commences will be based on

the meter reading at that time, even if the deferral period is extended from six (6) months to twelve (12) months. Therefore, the longer deferral period may mean a larger initial utility bill, depending on when the development begins to use the utilities. Curbside collection fees are not applicable to these types of developments so there is no financial impact in this case.

### **Alternatives & Implications:**

If Council defeats this bylaw amendment then the City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 must also be defeated. This contains the proposed amendments to Bylaw 1274 to remove the sections related to water utility billing as described above.

Council may choose not to alter the billing commencement start dates, in which case, the motion should be defeated and staff will bring forward a revised bylaw for consideration in the future.

### **Communication:**

Staff will respond to D. McGregor with Council's decision regarding this bylaw amendment.

On an ongoing basis, billing information will continue to be provided by staff in response to any enquiries received by property owners or developers.

Prepared by: Engineering Assistant I  
Reviewed by: Manager of Engineering (City Engineer)  
Approved by: Chief Administrative Officer

### **Attachments:**

- City of Salmon Arm Fee for Services Amendment Bylaw No. 4694
- D. McGregor email



CITY OF SALMON ARM  
BYLAW NO. 4694

A bylaw to amend "City of Salmon Arm Fee for Services Bylaw No. 2498"

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The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Fee for Services Bylaw No. 2498 be amended as follows:

**Amendments to Schedule B, Appendix 10 – Curbside Collection Service Fees**

1. That Section 1 be deleted in its entirety that reads:

"A Curbside Collection Fee shall be levied and is hereby imposed upon the owners/occupiers of real property within the boundaries of the City of Salmon Arm on which one (1) or more single family dwellings or mobile homes are situated (hereinafter referred to as a Curbside Household)."

And replacing Section 1 with:

"Curbside Collection Fee(s) shall be levied and hereby imposed upon the owners of real property within the boundaries of the City of Salmon Arm on which one (1) or more Curbside Households are situated; where Curbside Household is as defined in Bylaw 4281 and amendments thereto."

2. That the words "Property owners/occupiers" in Section 7 be deleted and replaced with the word "Property owners".
3. That the words "Property owner/occupier" in Section 8 be deleted and replaced with the word "Property owner".
4. That Section 9 be deleted in its entirety that reads:

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

And replacing Section 9 with:

- a) "Upon application for a building permit to construct a Curbside Household, the property owner shall be billed the pro-rated Curbside Collection Fee(s) for the remaining portion of the year, calculated as follows:
  - i. Single Family Dwellings and Duplexes: Calculated from the date of occupancy permit issuance or from the first (1<sup>st</sup>) day of the eighth (8<sup>th</sup>) month following the issuance of the building permit, whichever is earlier.

- ii. Dwellings of three or more units approved to receive the Curbside Collection Service in accordance with Bylaw 4281 and amendments thereto: Calculated from the date of occupancy permit issuance or from the first (1<sup>st</sup>) day of the twelfth (12<sup>th</sup>) month following the issuance of the building permit, whichever is earlier.
  - b) Upon approval of an application (“opt-in”) for the Curbside Collection Service, in accordance with Section 6 of Bylaw 4281 and amendments thereto, the property owner shall be billed the pro-rated Curbside Collection Fee(s) for the remaining portion of the year, calculated from the first (1<sup>st</sup>) day of the month following the date of approval of the application, and thereafter shall be billed on an annual basis on their property tax bill.
  - c) The billing of the Curbside Collection Fee shall in no way constitute the City’s approval of a non-conforming dwelling or the granting of occupancy; it is solely for the purpose of billing for and providing the Curbside Collection Service.
5. That Section 10 be deleted in its entirety that reads:

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

And replacing Section 10 with the following:

Any property owner found to be receiving the Curbside Collection Service and/or the Additional Food Waste Collection service without being billed, shall be billed the pro-rated fee(s) for the remaining portion of the year from the date the City becomes aware of the service(s) being provided.

6. That Section 11 be deleted in its entirety that reads:

All property owners/occupiers shall be billed on an annual basis on their property tax notice. The Curbside Collection Fee shall be due and payable on the property taxation due date, at 4:00 p.m. on the first (1<sup>st</sup>) working day following the first (1<sup>st</sup>) day of July in each year.

- a) A penalty of ten (10) per centum shall be charged on any Curbside Collection Fee unpaid on the taxation due date, at 4:00 p.m., the first working day following the first (1<sup>st</sup>) day of July of each year.
- b) Notwithstanding any provisions herein contained, all accrued and unpaid Curbside Collection Fees are deemed to be a debt to the City of Salmon Arm and any unpaid amounts remaining unpaid on the 31<sup>st</sup> day of December in the year that Curbside Collection Fees apply, shall be added to and form part of the taxes payable on the property as property taxes in arrears. All such arrears will be collected in the same manner and with the same remedies as property taxes pursuant to the provisions of the Local Government Act, RSBC 1996, Chapter 323.

And replacing Section 11 with the following:

All property owners shall be billed on an annual basis on their property tax notice. The Curbside Collection Fee and Additional Food Waste Collection fee (if applicable) shall be due and payable on the property tax due date at 4:00 p.m. on the first (1st) working day following the first (1st) day of July in each year.

- a) A penalty of ten percent (10%) shall be charged on any Curbside Collection Fee and Additional Food Waste Collection fee remaining unpaid on the property tax due date.
- b) Notwithstanding any provisions contained herein, all accrued and unpaid Curbside Collection Fees and Additional Food Waste Collection fees are deemed to be a debt to the City of Salmon Arm and any amounts remaining unpaid on the 31st day of December in the year that these fees apply shall be added to and form part of the taxes payable on the property, as property taxes in arrears.

#### **Addition of Appendix 11 - Water and Sanitary Sewer Utility Billing to Schedule B**

6. That Appendix 11 – Water and Sanitary Sewer Utility Billing be added to Schedule B with the following Sections:

Section 1:

##### **1. DEFINITIONS**

The following definitions are applicable to Bylaw 2498, Schedule B, Appendix 11 and Schedules C and D, unless the context otherwise requires:

“Accessory Dwelling Unit” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

“City Water” shall mean water supplied from the City of Salmon Arm Waterworks, as defined in City of Salmon Arm Waterworks Regulation Bylaw No. 1274 and amendments thereto.

“City Sewer” shall mean the City of Salmon Arm Sanitary sewer, as defined in City of Salmon Arm Sewer Connection Bylaw No. 1410 and amendments thereto.

“Secondary Suite” shall mean the same as defined in City of Salmon Arm Zoning Bylaw No. 2303 and amendments thereto.

“Services” shall mean City Water and City Sewer services, individually or collectively.

Section 2:

The rates set-out in Schedule C – Water Rates of this bylaw are hereby imposed and shall be charged, levied and collected by the City for City Water supplied to any property within the boundaries of the City of Salmon Arm, and shall be paid to the City by the owner of the property to which the water is supplied.

Section 3:

The rates set out in Schedule D – Sewer Rates of this bylaw are hereby imposed and shall be charged, levied and collected by the City from any property within the boundaries of the City of Salmon Arm connected to the City Sewer, and shall be paid to the City by the owner of the connected property.

Section 4:

- a) The annual charge rates set out in Schedules C and D shall be billed to flat-rate billing properties annually. A penalty of ten percent (10%) shall be charged on any amount remaining unpaid at 4:00 p.m. on the first (1st) working day following the first (1st) day of July in each year.
- b) The metered rates set out in Schedules C and D shall be billed to metered billing properties bi-monthly and shall be due and payable on the 15<sup>th</sup> day of the month following the month billed, after which date a penalty of ten percent (10%) shall be charged.
- c) The City shall allow a discount of ten percent (10%) on annual payments received on or before the 15<sup>th</sup> day of February for the current calendar year, whether payment is made in full or in part, for annual charge rates (flat-rate billing) provided in Schedules C and D.

Section 5:

Upon application for a building permit, the property owner shall be billed for the applicable Services at the rates set out in Schedules C and D, as follows:

- a) Single Family Dwellings, Duplexes, Secondary Suites and Accessory Dwelling Units: The property owner shall be billed the pro-rated annual charge rate for the remaining portion of the year, calculated from the date of occupancy permit issuance or from the first (1<sup>st</sup>) day of the eighth (8<sup>th</sup>) month following the building permit issuance, whichever is earlier.
- b) All other properties: The property owner shall be billed the metered billing rate commencing from the date of water meter installation, the date of occupancy permit issuance, or from the first (1<sup>st</sup>) day of the twelfth (12<sup>th</sup>) month following building permit issuance, whichever is earliest.

Section 6:

Upon connection of new Services (where a building permit is not required), the resumption of existing Services, or where the City becomes aware of existing Services that are not being billed, the property owner will be billed for the applicable Services at the rates set out in Schedules C and D, as follows:

- a) The property owner shall be billed from the date of connection, the date of service resumption, or the date the City becomes aware of the Services; whichever date is applicable.

- b) Where flat-rate billing is applicable, the property owner shall be billed the pro-rated annual charge rate for the remaining portion of the year from the date determined in Section 6 a).
- c) No penalty shall be imposed for non-payment for a period of four (4) weeks from the date of invoice.

#### Section 7:

The billing of Services for a Secondary Suite or Accessory Dwelling Unit shall in no way constitute the City's approval of a non-conforming dwelling or the granting of occupancy; it is solely for the purpose of billing for and providing the Services.

#### Section 8:

Any person liable for rates for the usage of Services shall be liable for the payment of these rates until such a time that the Services become decommissioned, at which time the property owner will be billed up to the decommissioning date.

#### Section 9:

The non-receipt of a bill for Services will not exempt the property owner from paying for the Services.

#### Section 10:

Notwithstanding any provisions contained herein, all accrued and unpaid rates are deemed to be a debt to the City of Salmon Arm and any amounts remaining unpaid on the 31st day of December in the year that the rates apply shall be added to and form part of the taxes payable on the property, as property taxes in arrears.

### 7. 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.

### 8. 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.

### 9. EFFECTIVE DATE

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

## 10. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4694.”

READ A FIRST TIME THIS      14      DAY OF      April      2025

READ A SECOND TIME THIS    14      DAY OF      April      2025

READ A THIRD TIME THIS      14      DAY OF      April      2025

ADOPTED BY COUNCIL THIS      DAY OF      2025

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MAYOR

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CORPORATE OFFICER

## Rhonda West

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**From:** Debbie McGregor [REDACTED]  
**Sent:** Monday, December 2, 2024 6:15 PM  
**To:** Rhonda West  
**Subject:** [External] Request for a formal review by Council regarding the current rules of the City's Fees for Service Bylaw No. 2498 (as it pertains to Bylaw No. 4281/Garbage/Recycling p/u)

Hi, Rhonda,

I was recently at City Hall asking what is required in order to get Bylaw No. 2498 looked at for a change to be made to the current 'timeframe to apply fees' rule, and I was given your contact information, and told that an inquiry must go through you first. As such, please see the following for details of my concern(s).

Currently, as it has been explained to me, Bylaw No. 2498, Schedule B, Appendix 10, for Curbside Household Garbage and Recycling Fees, is set up so charges begin four months following building permit issuance 'or' from the date of occupancy permit issuance, whichever is earlier. (Clearly, it takes a minimum of 6 months to build a house, and obviously much longer for a townhome project).

It is my understanding that the City of Salmon Arm wants (& needs) affordable housing, but it has also been my experience that they do nothing to help ease a builder's costs to actually encourage this (in fact, they charge much more). For example, for our build, which is a 15-unit townhouse project, we are charged approximately \$12,000 '**per unit**' for Permits & DPP's, which is about three times what the City would charge for a house build. This action alone, does nothing to help the City get the affordable housing they seek. Then while the build moves forward, which can take many months, more fees are handed out at the four-month mark. Fees, for services such as Garbage/Recycling, and Water/Sewer. In our case, we had to pay for the entire 2024 year of Garbage/Recycling fee for 4 units even though occupancy will not even happen until 2025. There's clearly something wrong with the Bylaw, when the City knows full well that they're charging for services (both Garbage & Sewer) that should only apply once a residence is occupied, since these services are obviously not needed until then.

Due to the above stated: My request is that Bylaw No. 2498, that pertains to Bylaw No. 4281 be reviewed by Council, with the suggestion that the Fee only goes into effect from the date of occupancy, and not 4 months after the permit is issued. (I also think the same rule should apply to the water/sewer service fee).

I appreciate your time on this, and am hoping I can be kept informed as to the status of this going to Council for review/adoption.

Sincere thanks,

Debbie McGregor  
[REDACTED]

\*On a side note, why are the fees so much higher for a townhouse unit compared to a house?





## REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Manager of Engineering – Water Rates and Waterworks Regulation Amendment Bylaw No. 4695

Date: April 14, 2025

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### Motion for Consideration:

THAT: the bylaw entitled City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695 be read a first, second and third time.

### Background:

The purpose of Bylaw No. 4694 is to amend the billing procedures for utilities and curbside collection fees. One of the amendments addressed under Bylaw 4694 is to incorporate all utility billing procedures within the Fee for Services Bylaw rather than having some sections contained in Utility Billing Policy 7.22 and some sections contained in the Water Rates and Waterworks Regulation Bylaw 1274, as is currently the case. This ensures that all utility billing procedures and corresponding rate schedules are encompassed within the Fee for Services Bylaw. This also creates consistency with the curbside collection fees, for which both the billing procedures and rate schedule are contained within the Fee for Services Bylaw.

As noted above, Water Rates and Waterworks Regulation Bylaw 1274 contains sections related to the billing of the water utility. Should Council adopt Bylaw No. 4694, the billing-related sections in Bylaw 1274 must be removed as they will be redundant and inconsistent with the Fee for Services Bylaw No. 2498. The amendments proposed under Bylaw 4695 address the removal of these sections from Bylaw 1274.

### Legislative authority / plans / reports:

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

### Financial Considerations:

Financial considerations have been addressed in the staff report for Fee for Services Amendment Bylaw No. 4694.

**Alternatives & Implications:**

If Council defeats Fee for Services Amendment Bylaw No. 4694, then Bylaw No. 4695 must also be defeated so that the utility billing sections remain in Bylaw 1274.

Note that if Bylaw No. 4695 is not adopted, the billing-related sections of Bylaw 1274 will nonetheless require amendments to ensure they accurately reflect current billing procedures and correctly reference to the utility rate schedules (Schedules C and D) in Fee for Services Bylaw 2498. These amendments will be addressed in a future bylaw amendment.

**Communication:**

None required.

Prepared by: Engineering Assistant I  
Reviewed by: Manager of Engineering  
Approved by: Chief Administrative Officer

**Attachments:**

- City of Salmon Arm Water Rates and Waterworks Regulation Amendment Bylaw No. 4695

CITY OF SALMON ARM  
BYLAW NO. 4695

A bylaw to amend "City of Salmon Arm Water Rates and Waterworks Regulation Bylaw  
No. 1274"

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The Municipal Council of the City of Salmon Arm, in open meeting assembled, enacts that the City of Salmon Arm Fee for Services Bylaw No. 1274 be amended as follows:

1. That Section 22 be deleted in its entirety that reads:

"The several rates enumerated in Schedules "A" and "B" annexed hereto, which said schedules are hereby incorporated herewith and made part of this bylaw, are hereby imposed and shall be charged, levied and collected by the Corporation for water supplied from the waterworks to any premises within the limits of the Corporation and shall be paid to the Collector of the Corporation by the owner of the premises on which the water is supplied or used."

And replacing Section 22 with:

"Water rates are hereby imposed and shall be charged, levied and collected by the City for water supplied from the waterworks to any property within the boundaries of the City of Salmon Arm, and shall be paid to the City by the owner of the property to which the water is supplied, pursuant to the City of Salmon Arm Fee for Service Bylaw No. 2498 and amendments thereto."

2. That Section 23 be deleted in its entirety that reads:

- a) "The rates set out in Schedule "A" shall be billed to flat rate users annually in advance, and shall be due and payable on the 30th day of April. A penalty of 10 per centum shall be charged on any rates remaining unpaid on the 2nd day of July.
- b) The minimum rates and metered consumption rates set out in Schedule "B" shall be billed to metered users bi-monthly and shall be due and payable on the 15th day of the month following the month billed, after which date a penalty of ten per centum (10%) shall be charged.
- c) The Collector shall allow a discount of 10 percent on annual payments, whether payment is made in full or part, on or before the 15th day of February for the current calendar year, on flat rates provided in the Fee for Service Bylaw as amended from time to time."

And replacing Section 23 with:

The City shall have the right at any time to substitute a meter service in lieu of a non-metered service to any premises; and when this is done meter rates will be payable from the time such meter is installed.

3. That Section 24 be deleted in its entirety that reads:

“In case of new applications for service other than meter service, or application for resumption of service, the applicant shall be allowed a reduction or rebate for the then current year appropriate to the part of such year which has expired at the date of application and such rate shall not have a penalty imposed thereon for non- payment for six weeks after the new application or resumption of service has been made.”

4. That Section 25 be deleted in its entirety that reads:

- a) “The Corporation shall have the right at any time to substitute a meter service in lieu of an ordinary service to any premises; and when this is done meter rates will be payable from the time such meter is installed.
- b) Any person liable for rates for usage of District water shall be liable for the continuing and accruing rates therefore until he has given written notice to the Clerk of his desire to discontinue using such water and a charge shall be made up to the date of receipt of such notice.
- c) (c) Notwithstanding any provisions herein contained, all accrued and unpaid rates outstanding on the 31st day of December shall constitute a charge or lien upon the land or real property upon or in respect of which the same is imposed.”

5. That Section 26 be deleted in its entirety that reads:

“The applicable sections of the Fee for Service Bylaw shall come into full force and effect on the date of adoption of this bylaw.”

6. That Sections 27 and 28 of the Bylaw be renumbered to Sections 24 and Section 25 respectively.

## 7. 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.

## 8. 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.

## 9. EFFECTIVE DATE

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

## 10. CITATION

This bylaw may be cited as “City of Salmon Arm Curbside Collection Amendment Bylaw No. 4695.”

READ A FIRST TIME THIS      14      DAY OF      April      2025

READ A SECOND TIME THIS   14      DAY OF      April      2025

READ A THIRD TIME THIS    14      DAY OF      April      2025

ADOPTED BY COUNCIL THIS      DAY OF      2025

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MAYOR

---

CORPORATE OFFICER

**COMMUNITY EVENTS**  
City Parks & Spaces

**May 2025**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 <ul style="list-style-type: none"> <li>Red Dress Day Remembrance Walk (McGuire Lake Park)</li> <li>Jr Mountain Bike Group Rides &amp; Coaching (South Canoe)</li> <li>Travelling Tots Playgroup</li> </ul>	7	8	9 <ul style="list-style-type: none"> <li>Salty Dog Enduro Races (South Canoe / Klahani Park)</li> </ul>	10 <ul style="list-style-type: none"> <li>Salty Dog Enduro Races (South Canoe / Klahani Park)</li> <li>SpringFest (Downtown)</li> </ul>
11 <ul style="list-style-type: none"> <li>Salty Dog Enduro Races (South Canoe / Klahani Park)</li> </ul>	12	13 <ul style="list-style-type: none"> <li>Jr Mountain Bike Group Rides &amp; Coaching (South Canoe)</li> <li>Travelling Tots Playgroup</li> </ul>	14	15	16	17
18	19 <ul style="list-style-type: none"> <li>Victoria Day Stat Holiday – City Hall Closed</li> </ul>	20 <ul style="list-style-type: none"> <li>Jr Mountain Bike Group Rides &amp; Coaching (South Canoe)</li> <li>Travelling Tots Playgroup</li> </ul>	21	22	23	24 <ul style="list-style-type: none"> <li>Shuswap Lifeboat Society – Grand Opening</li> </ul>
25	26	27 <ul style="list-style-type: none"> <li>Jr Mountain Bike Group Rides &amp; Coaching (South Canoe)</li> <li>Travelling Tots Playgroup</li> </ul>	28	29 <ul style="list-style-type: none"> <li>SCA Safety Presentation (Fletcher Park)</li> </ul>	30	31

# Day of Mourning

## April 28, 2025



Please join us along with the  
Workers of the Shuswap

Monday, April 28, 2025 - 11:00 am  
Marine Peace Park Salmon Arm

BBQ & Refreshments to Follow





North Okanagan Vertical Adventures  
4300 20th Ave SE, Salmon Arm, BC V1E 1X9

**Dear Mayor and Council**

**RE: 2025 Skydiving Boogie Event – May 15 - 19**

---

North Okanagan Vertical Adventures Ltd (NOVA) is a experiential tourism company providing skydiving services in the Shuswap and Okanagan area for **14** years. The Shuswap Regional Airport has been our primary base of operations for the last **14** years.

We would like to host a skydiving event this coming May long weekend from the 15th to the 19th. The event, commonly called a Boogie, in skydiver land, would officially run from Saturday to Monday; however, in most cases if there are enough jumpers available to begin Friday afternoon. The Thursday will be used for set up, no event activities will take place that day.

The attached maps show the staging areas for the proposed event:

**Area 1:** is our normal landing area, however, for this event we are using this as our backup landing area.

**Area 2:** will become our primary landing area for this event as it facilitates the jumpers walking back to the packing Area 4, via Area 3 taxiway access corridor. We will have crossing guards stationed at this point and control fencing so there is positive control of the active taxiway.

**Area 4:** is the fenced in area just east of the main terminal building and we will put down some tarps and tents for shade in this area.

**Area 5:** is the largest area that we propose to use for tent and vehicle camping for the 4 day event. This area will also encompass porta potties and hand wash facilities and a food truck.

**Area 6:** will be overflow parking for vehicles of tent campers and visitors that wish to watch the skydiving.

The weather plays a VERY large part in the skydive business and that will set the scene for the entire weekend. We cannot skydive in the rain, low cloud or high winds so quite a few stars have to align to keep this event on track.

As well, the entire fire season will play a large part. Depending on how active the RAP base is will play into our final plans. If the RAP base is basically done for the season and are not active, we will not have any coordination issues for skydive loads. If they are busy of course, we will have to work around their schedule as not to inhibit their flow in and out.

If the weather is clear, we will be putting up loads from 9am until sunset each day. If we are efficient, that will be about 2 loads an hour.

The aircraft we will be using for this event commonly known as a, Skydive BOOGIE, is a SHORTS SKYVAN. This particular aircraft is a major contractor to the Department of National Defense for SARTEC training and Canadian forces Skyhawks formation skydive demonstration team.

Through coordination with NOMAD AIR, the operators of the aircraft, I was able to establish a working arrangement so they can base their aircraft at Salmon Arm for a few months this summer. This will allow NOVA to have more access to it over the summer months in preparation for our Boogie. This as well will be more fuel purchases and be a larger return to the city over a longer stay here in our backyard. If this goes well this summer they may base it here more often therefore buying even more fuel regularly.

All skydivers that will be attending this Boogie, are CSPA, Canadian Sport Parachuting Association members or USPA, United States Parachuting Association members. All skydivers must be a member of either group to participate, which then ensures each skydiver has a 2,000,000 third party liability coverage.

We held an identical event the last 3 years over the September long weekend with no issues. We also held the same event over the May long weekend. Everything flowed well and safety was a main concern. In addition, the large number of skydivers that attend our event (roughly 200) will bring business to the town of Salmon Arm in the form of restaurant and store purchases.

Thanks for your consideration

Rick Scott

DZO, Skydive Salmon Arm, NOVA

North Okanagan Vertical Adventures  
4300 20th Ave SE, Salmon Arm, BC V1E 1X9

**Dear Mayor and Council**

**RE: 2025 Skydiving Boogie Event – August 28 - September 2**

---

North Okanagan Vertical Adventures Ltd (NOVA) is a experiential tourism company providing skydiving services in the Shuswap and Okanagan area for **14** years. The Shuswap Regional Airport has been our primary base of operations for the last **14** years.

We would like to host a skydiving event this coming September long weekend from August 28th to September 1st. The event, commonly called a Boogie, in skydiver land, would officially run from Saturday to Monday; however, in most cases if there are enough jumpers available to begin Friday afternoon. The Thursday will be for those helping set up, and will not include any event activities.

The attached maps show the staging areas for the proposed event:

**Area 1:** is our normal landing area, however, for this event we are using this as our backup landing area.

**Area 2:** will become our primary landing area for this event as it facilitates the jumpers walking back to the packing Area 4, via Area 3 taxiway access corridor. We will have crossing guards stationed at this point and control fencing so there is positive control of the active taxiway.

**Area 4:** is the fenced in area just east of the main terminal building and we will put down some tarps and tents for shade in this area.

**Area 5:** is the largest area that we propose to use for tent and vehicle camping for the 4 day event. This area will also encompass porta potties and hand wash facilities and a food truck.

**Area 6:** will be overflow parking for vehicles of tent campers and visitors that wish to watch the skydiving.

The weather plays a VERY large part in the skydive business and that will set the scene for the entire weekend. We cannot skydive in the rain, low cloud or high winds so quite a few stars have to align to keep this event on track.

As well, the entire fire season will play a large part. Depending on how active the RAP base is will play into our final plans. If the RAP base is basically done for the season and are not active, we will not have any coordination issues for skydive loads. If they are busy of course, we will have to work around their schedule as not to inhibit their flow in and out.

If the weather is clear, we will be putting up loads from 9am until sunset each day. If we are efficient, that will be about 2 loads an hour.

The aircraft we will be using for this event commonly known as a, Skydive BOOGIE, is a SHORTS SKYVAN. This particular aircraft is a major contractor to the Department of National Defense for SARTEC training and Canadian forces Skyhawks formation skydive demonstration team.

Through coordination with NOMAD AIR, the operators of the aircraft, I was able to establish a working arrangement so they can base their aircraft at Salmon Arm for a few months this summer. This will allow NOVA to have more access to it over the summer months in preparation for our Boogie. This as well will be more fuel purchases and be a larger return to the city over a longer stay here in our backyard. If this goes well this summer they may base it here more often therefore buying even more fuel regularly.

All skydivers that will be attending this Boogie, are CSPA, Canadian Sport Parachuting Association members or USPA, United States Parachuting Association members. All skydivers must be a member of either group to participate, which then ensures each skydiver has a 2,000,000 third party liability coverage.

We held an identical event the past 2 years over the September long weekend with no issues. We also held the same event over the May long weekend in Oliver, which also went off successfully with the exception of the weather. Everything flowed well and safety was a main concern. In addition, the large number of

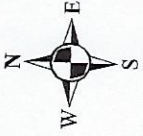
skydivers that attend our event (roughly 200) will bring business to the town of Salmon Arm in the form of restaurant and store purchases.

Thanks for your consideration

Rick Scott

DZO, Skydive Salmon Arm, NOVA





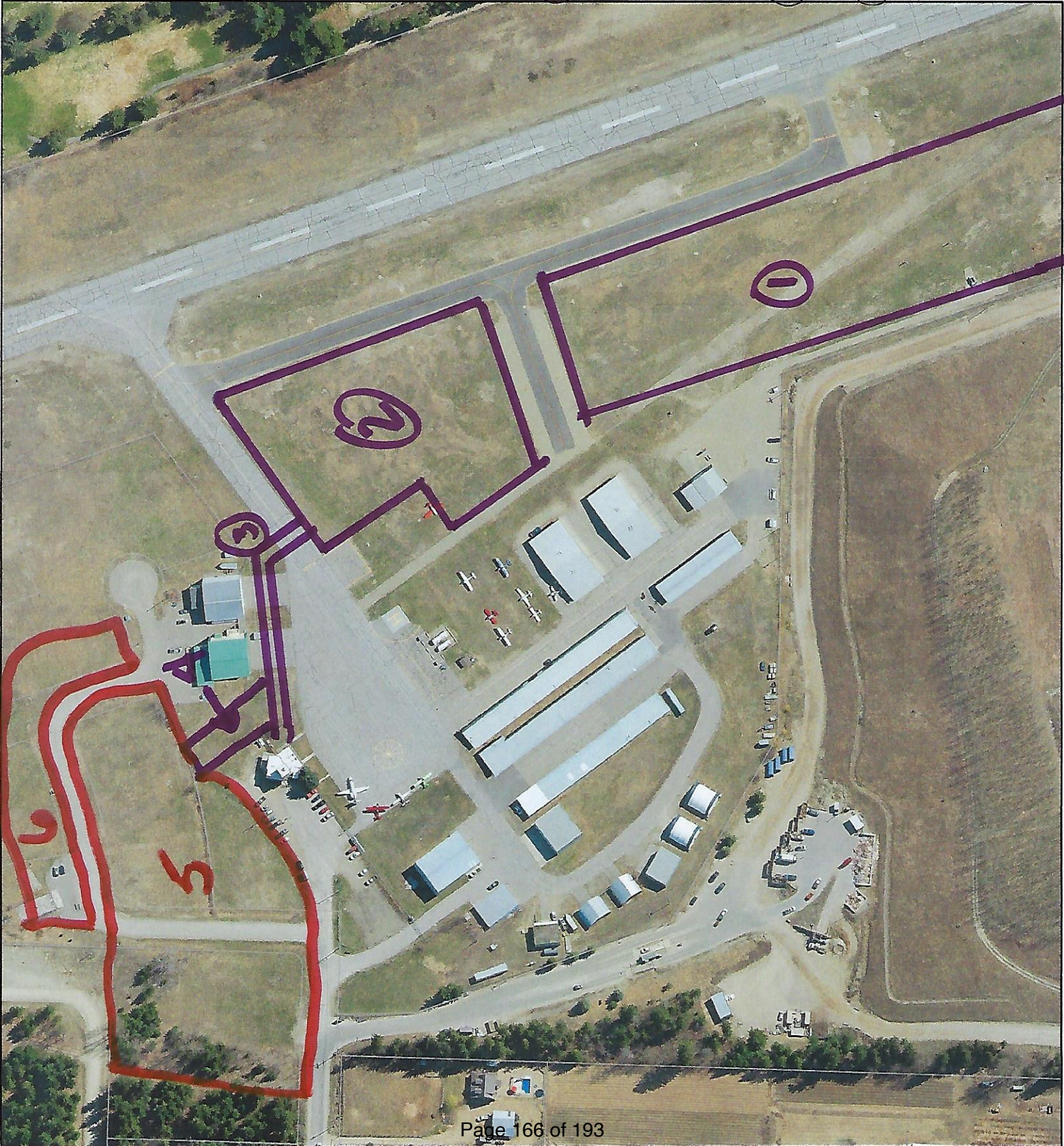
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**Shuswap  
Regional  
Airport**

- ① NORMAL LANDING AREA.
- ② EVENT LANDING AREA.
- ③ PROPOSED PATH WAY FOR JUMPER BACK TO PACKING AREA
- ④ PACKING AREA
- ⑤ PROPOSED CAMPING AREA.
- ⑥ PROPOSED PARKING AREA

①

May 25, 2022







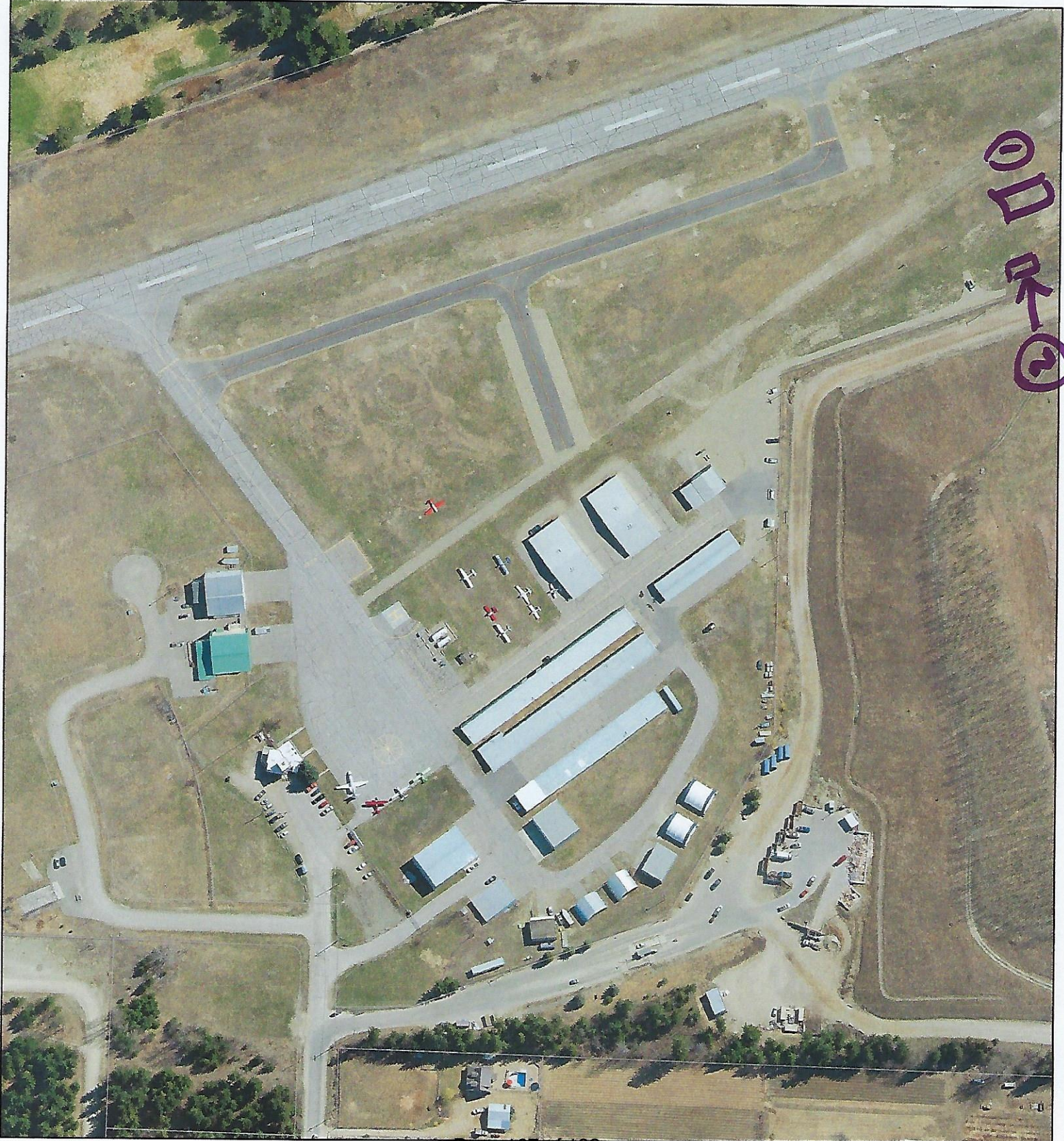
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**Shuswap  
Regional  
Airport**

① PROPOSED  
PEA P.L.T.T.

② PROPOSED  
PACKING TENT  
AND PORTA POTTIE  
FOR REGULAR  
SEASON.

②



② → R 110





Salmon Arm Folk Music Society  
Mail: PO Box 21, Salmon Arm, BC V1E 4N2  
Location: 541 3rd St. SW, Salmon Arm, BC  
Phone: 250.833.4096 | Fax: 250.833.4097  
General Inquiries: [info@rootsandblues.ca](mailto:info@rootsandblues.ca)  
Sponsor: [sponsor@rootsandblues.ca](mailto:sponsor@rootsandblues.ca)  
Volunteer and Grants: [volunteer@rootsandblues.ca](mailto:volunteer@rootsandblues.ca)  
[www.rootsandblues.ca](http://www.rootsandblues.ca)

November 1, 2024

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

Attention: Erin Jackson, Chief Administrative Officer

RE: 5<sup>th</sup> Street Closure Request

Dear Erin,

The Salmon Arm Folk Music Society (SAFMS) is in the process of planning the 33rd Annual ROOTSandBLUES Festival to be held at the Salmon Arm Fall Fairgrounds. We once again request permission to block off 5th Street S.W. between 5th Ave. and 10th Ave from 2:00 PM on Thursday, July 24 until 7:00 AM on Monday, July 28, 2025.

We are aware that this road closure coincides with the Minor Baseball use of the Blackburn baseball playfields. To address this, SAFMS will designate specific areas for baseball event parking and collaborate with the Salmon Arm Minor Baseball Association to ensure minimal disruption to their activities.

The temporary road closure is essential for ensuring the safety of festival patrons and staff when exiting the site, and it will also enable emergency access to Blackburn Park and the fairgrounds.

Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Toni Starkell".

Toni Starkell  
Administrative Services Manager  
Salmon Arm Folk Music Society



Salmon Arm Folk Music Society  
Mail: PO Box 21, Salmon Arm, BC V1E 4N2  
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[www.rootsandblues.ca](http://www.rootsandblues.ca)

November 1, 2024

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

Attention: Erin Jackson, Chief Administrative Officer

RE: Noise Bylaw Variance Request

Dear Erin,

The Salmon Arm Folk Music Society (SAFMS) would like to request a variance to the noise bylaw to accommodate the 33rd Annual ROOTSandBLUES Festival scheduled from Thursday, July 24th, to Monday, July 28<sup>th</sup>, 2025. Music performances are planned to end no later than 1:00 AM each night.

We appreciate the City's ongoing support and cooperation in helping us deliver an exceptional experience for festival attendees.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Toni Starkell". The signature is fluid and cursive.

Toni Starkell  
Administrative Services Manager  
Salmon Arm Folk Music Society



Salmon Arm Folk Music Society  
Mail: PO Box 21, Salmon Arm, BC V1E 4N2  
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November 1, 2024

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

Attention: Erin Jackson, Chief Administrative Officer

RE: Request for Access to Volunteer Parking Area

Dear Erin,

The Salmon Arm Folk Music Society and the ROOTS and BLUES Festival would like to request permission to use the upper field adjacent to the DAC for volunteer parking during the 33rd Annual ROOTS and BLUES Festival.

We would need access to the field from July 22 - 28, 2025. This timeline allows us adequate time for both set-up and restoration of the area to its original condition following the festival.

Please feel free to contact me if you have any questions or would like to discuss any details further. Your support in providing a convenient parking solution for our dedicated volunteers is greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Toni Starkell".

Toni Starkell  
Administrative Services Manager  
Salmon Arm Folk Music Society



Salmon Arm Folk Music Society  
Mail: PO Box 21, Salmon Arm, BC V1E 4N2  
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[www.rootsandblues.ca](http://www.rootsandblues.ca)

November 1, 2024

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

Attention: Erin Jackson, Chief Administrative Officer

RE: Request to Adjust Water Restrictions

Dear Erin,

The Salmon Arm Folk Music Society (SAFMS) would like to request a temporary adjustment to the watering restrictions, effective from the start of restrictions through the end of our festival strike week on August 3, 2025.

Additionally, SAFMS requests permission to water the festival site on Mondays and Thursdays, covering the entirety of the grounds, including flower beds, using large sprinklers. This schedule allows our staff and volunteers to water the fairgrounds during regular weekday hours when the SAFMS office is open. The additional watering will help enhance the festival site's appearance and ensure it is in great condition for welcoming guests to the ROOTSandBLUES Festival.

Please feel free to reach out if you have any questions or would like to discuss any details further.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Toni Starkell".

Toni Starkell  
Administrative Services Manager  
Salmon Arm Folk Music Society

For Immediate Release | April 24, 2025

## Susan Brown Announces Retirement

**KELOWNA** – Interior Health (IH) today announced that Susan Brown, President & Chief Executive Officer (CEO), has informed the Board of Directors of her decision to retire by the end of 2025, concluding 14 years with the organization, seven as CEO.

"On behalf of British Columbians, I extend our deepest appreciation to Susan for her leadership and dedication to serving patients and communities during her 34-year career in the provincial health system," said Minister of Health, Josie Osborne. "From her first days as a nurse in the emergency department at Vancouver General Hospital to her current role at the helm of Interior Health Authority, Susan's lifetime of service has made a lasting impact to patients and their families across the province."

Innovation has been a constant focus under Susan's leadership, where she has supported and nurtured both small and large innovations. These include opening the first Urgent and Primary Care Centre in B.C. in Kamloops in 2018 and, since then, 10 more, with the latest in February in Williams Lake. The addition of new specialized cardiac and stroke services at Kelowna General Hospital and the approval of the Kamloops Cancer Centre under Susan's leadership will continue to support patients getting the care they need closer to home, while her vision and co-creation of the Centre for Health System Learning & Innovation will support continued research and innovation for decades to come. Under Susan's leadership, IH advanced its work to embed cultural safety and anti-racism in the organization in pursuit of improved health outcomes for the 54 First Nations and 14 chartered Métis communities in the region.

"During a time of profound uncertainty, through the COVID-19 pandemic and several natural disasters in the interior, Susan has been an extraordinary leader and a force for positive change; her leadership and presence enabled the continuation of high-quality patient care while keeping people throughout the interior safe," said Dr. Robert Halpenny, Chair, Interior Health Board of Directors.

Susan will continue to serve as CEO through December 2025 while the Board of Directors immediately begins recruiting the next President & CEO.

- 30 -



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

NCO i/c Salmon Arm Detachment  
1980 11<sup>th</sup> Ave NE,  
Salmon Arm, BC.  
V1E 2V5

Your File - Votre référence

Our File - Notre référence

195-9

Date

April 28, 2025

Mayor and Council, City of Salmon Arm

**RE:** Salmon Arm RCMP Detachment  
Quarterly Policing Report – January 1 to March 31, 2025

Dear Mayor and Council,

My report this quarter covers the time period from January 1 to March 31, 2025 with staffing updates at the time of writing this report.

### **Detachment News**

Your local Detachment is currently running at 81% capacity (21 members currently working in Salmon Arm). I have been able to secure the transfer of 2 more constables from other communities who should all be here working in Salmon Arm by Summer. I am still in talks with Divisional staffing to fill the Operations NCO (Sergeant spot) and are awaiting to hear if there is any interest from others in the Province. We do have a vacant Corporal spot which will probably be going out for promotion in the coming weeks. We have had one City vacancy in our administrative side and we have been working with Holly FLINKMAN at City Hall conducting interviews on potential candidates. I am happy to say that we have hired someone who, I believe, will be a great asset to both the City as well as the RCMP. We are excited to have her start once her security clearance is complete.

Over this quarter the officers responded to 1,524 calls for service. Of these calls, 1,222 were within the City of Salmon Arm which represents 80% of our total file workload. The detachment received 396 less reports than the same quarter in 2024.

**Canada**



I have included the Quarter One Mayors Report statistics. These points are based on the City's statistics compared to the same statistics from the same quarter over 2024. In analyzing these statistics:

- Assaults, Sexual Offences, Auto Theft, Motor Vehicle Collisions and Criminal Code Impaired Driving all trended upwards;
- Robbery, Break and Enters, Drug Investigations, Motor Vehicle Collisions with Fatality and Impaired Driving (IRP's) all trended downwards
- There was no trend change in Homicides and Theft from Motor Vehicles.
- Total Persons Crimes, Total Property Crime and Other Criminal Code files have all trended downwards.
- Files involving negative contact with youth and Domestic Violence calls have increased this quarter;
- Mental Health related calls as well as files involving Alcohol/Drugs have also decreased substantially.

**In this quarter:**

**Officers continued to be busy in traffic law enforcement and logged:**

- 248 documented traffic stops in this quarter.
  - Which includes charging 9 prohibited drivers.
- 24 collisions with damage over \$10,000, injury collisions or fatal collisions within Salmon Arm in the quarter.

**Community Communication / Engagement**

- We have increased our foot patrols in the City Core, at the Farmers Market, and at community events. We also increased our foot patrols and regular patrols for the Silverbacks games;
- Our members attended the BCHL All-Star weekend and set up a community recruitment booth. We assisted with the All-Star skills competition measuring the speed of the hardest shot;
- Our Media Relations Officer has met with City staff to improve the communications of important time sensitive media releases;
- Our members have been proactively working with City By-Laws in dealing with a few problem residences in town;
- Our members have been actively working with the local schools and community groups presenting on topics including scams, safe social media use, and safety related to motorized scooters.

**Investigative highlights this past quarter:**

- We have had a couple of higher profile missing people files this quarter, including Derek RYDE, who is still missing. We have been working with Shuswap Search and Rescue as well as the family in trying to locate Mr RYDE.
- Our GIS team has been involved in a significant file involving Child Sexual Abuse and Exploitation Material. We have forwarded a Report to Crown Counsel recommending numerous charges on an individual who is a repeat offender.
- Our members have seen an increase in counterfeit cigarettes in the community and there has been an increase in seizures of these cigarettes.
- This quarter, our members have had to deal with a couple of very challenging files related to the tragic deaths of three youth from our community. Our thoughts continue to go out to those families and community members affected by these events.

**Other Highlights:**

- The Salmon Arm Detachment will be taking part in an EV Pilot project. We will be receiving a New fully marked Ford Lightning which we are hoping will be here within a month. The charger will be installed at the detachment in the coming months;
- We have upgraded our interview system at the office which was out of date and failing;
- Our two new Constables in Salmon Arm are Cst Pat NYDR and Cst Mario JAKIC.

Yours in Service,

S/Sgt. Simon Scott  
NCO i/c Salmon Arm Detachment

Canada



**SALMON ARM RCMP**  
**MAYOR'S REPORT**  
**QUARTER 1, 2025**

**Salmon Arm Detachment**

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

Telephone (250) 832-6044 Fax (250) 832-6842

**City of Salmon Arm**

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4 N2

March 31st, 2025

Dear Mayor Alan Harrison,

**RE: Quarterly Crime Statistics - January / February / March**

CRIME CATEGORIES	CITY Q1 2024	CITY Q1 2025	RURAL Q1 2024	RURAL Q1 2025
Homicide / Attempted Homicide	0	0	0	0
Assaults	17	18	9	9
Sexual Offences	3	4	1	1
Robbery	1	0	0	0
Auto Theft	5	9	3	5
Break and Enters	16	12	3	5
Theft From Motor Vehicle	2	2	1	0
Drug Investigations	4	3	0	0
Motor Vehicle Collisions	45	51	27	19
Motor Vehicle Collisions W Fatality	2	0	0	1
Impaired Driving - CC	0	8	0	1
Impaired Driving - MVA (IRPs)	7	5	1	0
TOTAL PERSONS/VIOLENT CC	50	40	16	14
TOTAL PROPERTY CC	166	132	41	27
TOTAL OTHER CC	90	83	11	12
TOTAL CRIMINAL CODE (CC)	306	255	68	53

TOTAL CALLS FOR SERVICE	1515	1222	405	302
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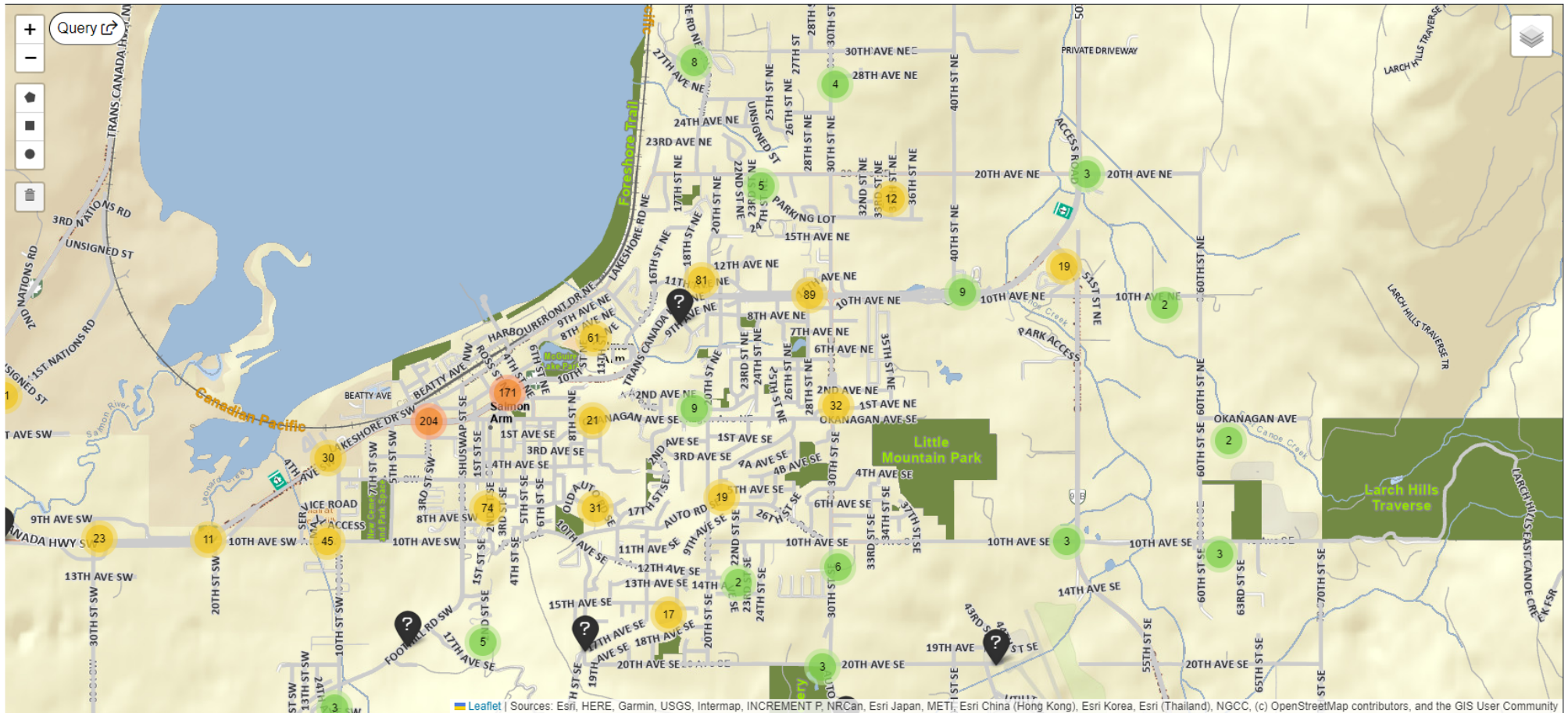
COMMUNITY	CITY Q1 2024	CITY Q1 2025	RURAL Q1 2024	RURAL Q1 2025
Files with youth negative contacts	2	4	0	0
Mental Health Related Calls	185	137	29	21
Files involving Alcohol / Drugs	332	171	53	29
Domestic Violence	4	11	3	9

Should you have any questions or concerns, or should you wish to discuss these statistics, please do not hesitate to contact me at 250-832-6044.

Yours truly,

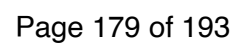
S/Sgt Simon Scott, NCO i/c

Salmon Arm RCMP Detachment











# Interior Health: Long-term Care Services & Admission Process

April 28, 2025



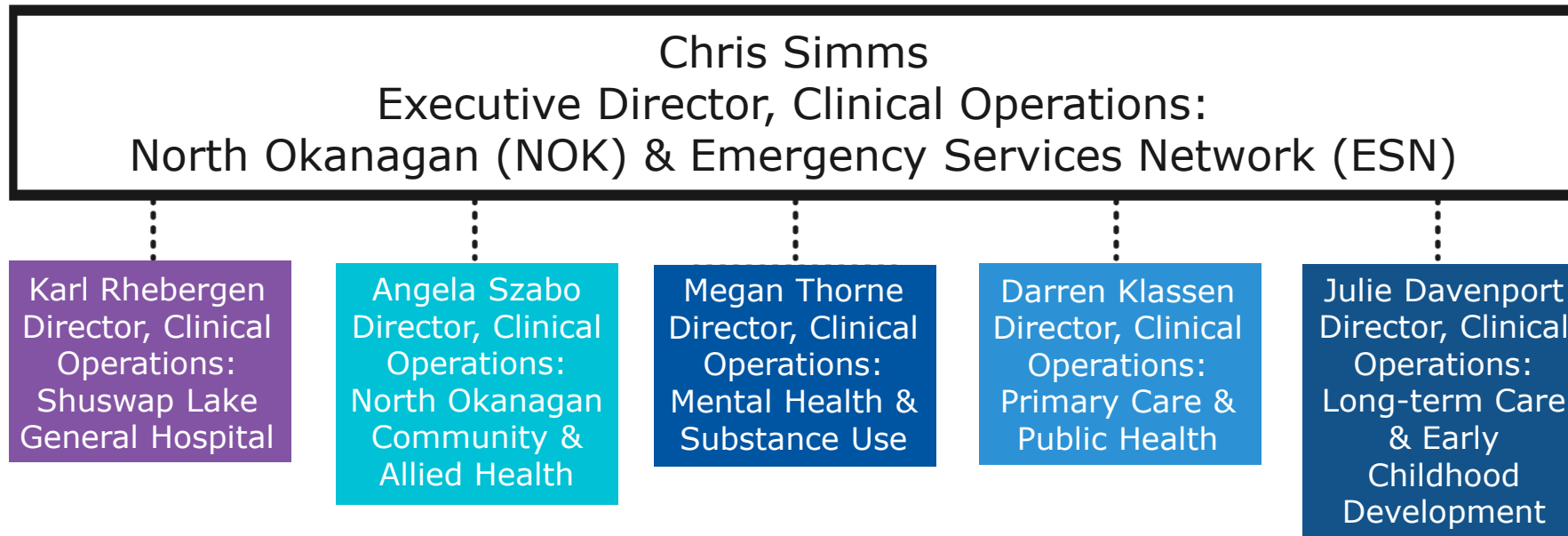
# Land Acknowledgement

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Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territory of the Secwépemc Nation where we live, learn, collaborate and work together.



# Leadership NOK





# Home Health Central Intake

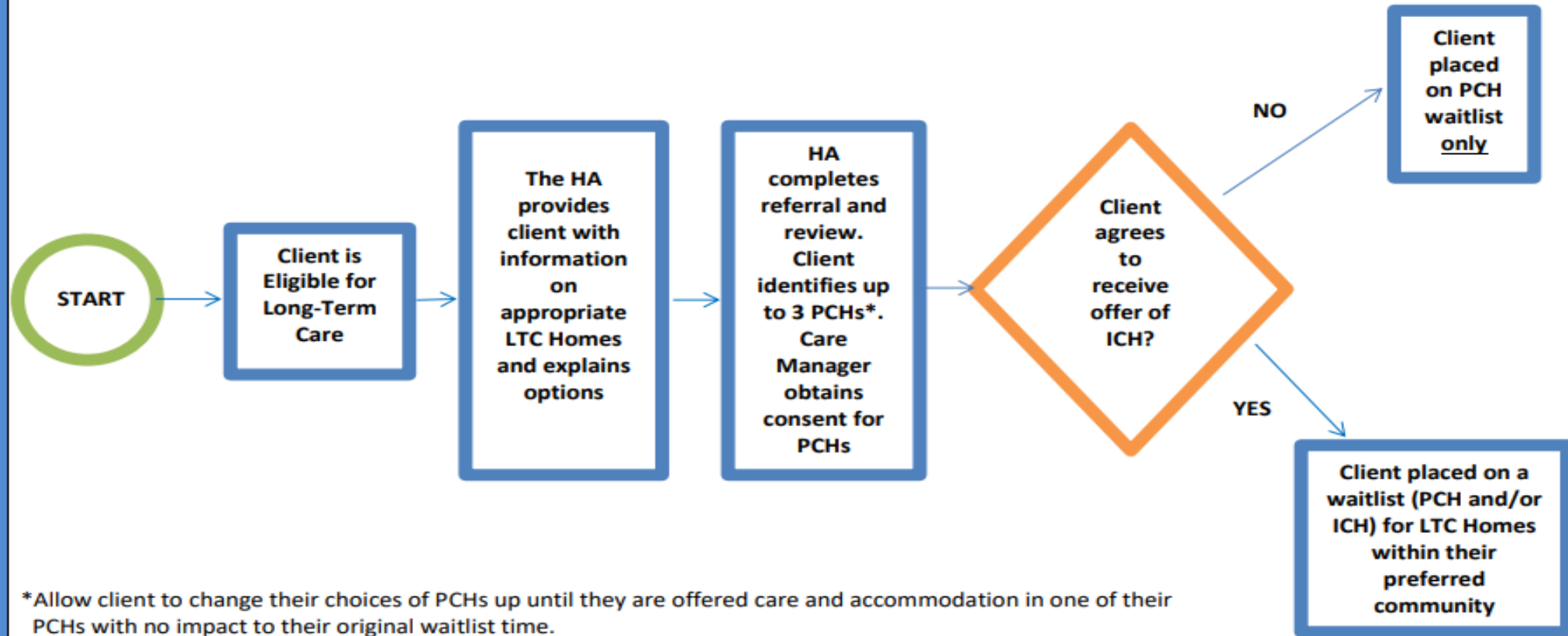
1 – 800 – 707- 8550

A large, faint, light blue graphic in the background of the slide. It depicts a stylized human figure with arms raised, enclosed within a circular shape. The figure is composed of several overlapping, curved segments, giving it a sense of motion or a dynamic pose. The entire graphic is centered on the slide.

# Home Health Access Team

# Long Term Care (LTC)

## WAITLISTING





# Assisted Living



# Short Stay Beds (SSB)

- Convalescent Care
- Palliative Care
- Respite Care





# Future Opportunities

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- Utilization of short and long term resources
- Most Responsible Clinician (MRC)
- Core Service Accessibility



# Long-term Care (LTC) in Salmon Arm





# LTC Program Overview

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Long-term Care Services provides 24 hour professional nursing care for adults who have complex needs and can no longer be cared for in their own home or in an assisted living residence.



# Long-term Care Sites in Salmon Arm

## 380 Beds in the Salmon Arm

- **Bastion Place**

- Owner: Interior Health
- Location: 700 – 11<sup>th</sup> Ave NE
- Number of Beds: 67 LTC, 13 SSB\*

- **Hillside Village**

- Owner: Good Samaritan Society
- Location: 2891 15<sup>th</sup> Ave NE
- Number of Beds: 112 LTC

- **Mount Ida Mews**

- Owner: AgeCare
- Location: 100 5<sup>th</sup> Ave SE
- Number of Beds: 132 LTC

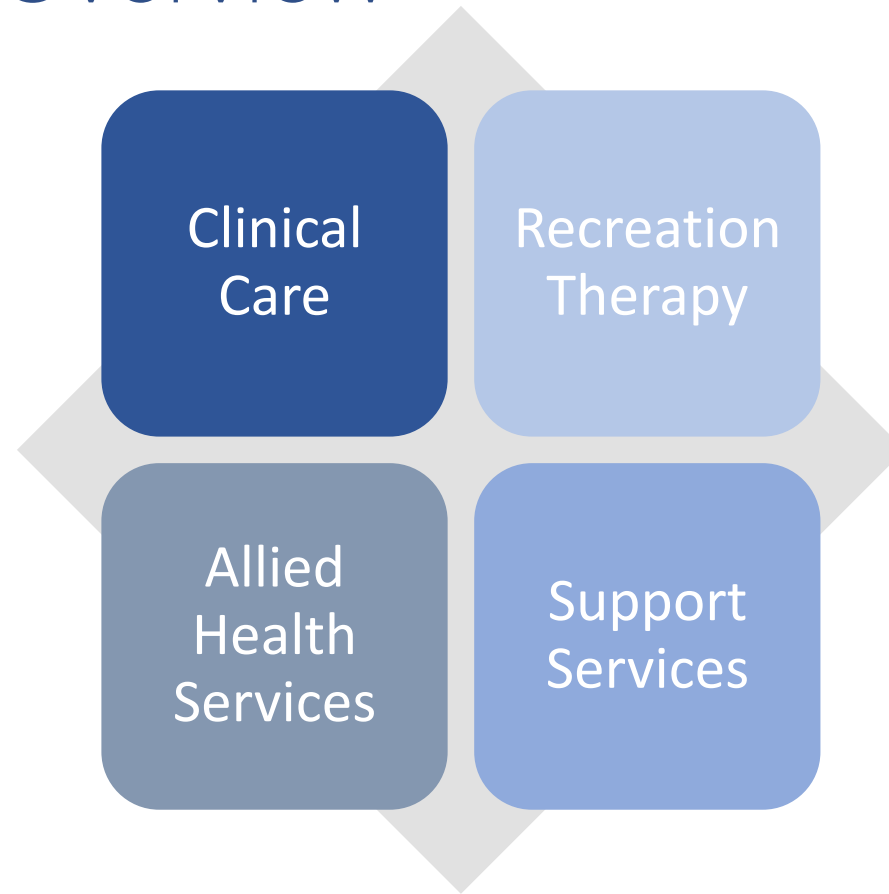
- **Piccadilly Care Centre**

- Owner: Park Place
- Location: 821 10<sup>th</sup> Ave SW
- Number of Beds: 56 LTC

\*SSB: Short Stay Beds



# LTC Services Overview





# QUESTIONS?

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