

1. February 25, 2019 - Council Agenda And Council Information

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AGENDA

Regular Council Meeting

Monday, February 25, 2019

1:30 p.m.

Room 100, City Hall

[Public Session Begins at 2:30 p.m.]

Council Chamber of City Hall

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	CONFIRMATION OF MINUTES
3 - 12	1.	Regular Council Meeting Minutes of February 11, 2019
	6.	COMMITTEE REPORTS
13 - 18	1.	Development and Planning Services Committee Meeting Minutes of February 19, 2019
19 - 26	2.	Greenways Liaison Committee Meeting Minutes of January 10, 2019
27 - 30	3.	Environmental Advisory Committee Meeting Minutes of February 7, 2019
	7.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	8.	STAFF REPORTS
31 - 34	1.	Director of Engineering & Public Works – Trans-Canada Highway 1 West Four Laning Project Water Main Improvement Contribution Agreement
35 - 38	2.	Director of Engineering & Public Works - Award of Carts and Bins RFQ for Curbside Collection Program
39 - 42	3.	Director of Engineering & Public Works - National Trade Corridors Fund Grant Application
43 - 46	4.	Director of Engineering & Public Works – Shuswap Regional Airport – Automated Weather Observing System Replacement Award
47 - 58	5.	Chief Financial Officer – Permissive Tax Exemption – Policy No. 7.15
59 - 96	6.	Director of Development Services - Agricultural Land Commission Application No. ALC-379 [Balen, R.M. & B.M./Browne Johnson Land Surveyors Ltd.; 6751 Lakeshore Road NE; Exclusion]

- 97 – 98 7. Director of Corporate Services – Official Mark
99 – 110 8. Chief Administrative Officer - City of Salmon Arm Checkout Shopping Bag Regulation Bylaw No. 4297
111 – 112 9. Director of Engineering & Public Works – Downtown Parking Commission – Downtown Salmon Arm Appointment

9. INTRODUCTION OF BYLAWS

- 113 – 124 1. City of Salmon Arm Zoning Amendment Bylaw No. 4311 [ZON-1142; Perfection Builders Holdings Ltd./Gauthier, E. & M.; 2110 & 2150 – 14 Avenue SE; R-1 to R-8] – First and Second Readings

10. RECONSIDERATION OF BYLAWS

- 125 – 130 1. City of Salmon Arm Municipal Ticket Information Utilization Amendment Bylaw No. 4304 (Pound and Animal Control) – Final Reading
131 – 134 2. City of Salmon Arm Fee for Service Amendment Bylaw No. 4303 (Pound and Animal Control) – Final Reading

11. CORRESPONDENCE

- 135 – 136 1. Informational Correspondence
137 – 142 2. SILGA Convention – Penticton, BC – April 3 – May 3, 2019
143 – 146 3. P. Thurston, Executive Director, The Shuswap Family Centre – letter dated November 30, 2018 – Property Tax exemption for 681 Marine Park Drive NE

12. NEW BUSINESS

13. PRESENTATIONS/ DELEGATIONS

- 147 – 148 1. Presentation 4:00 – 4:30 p.m. (approximately)
Mike LoVecchio, Director Government Affairs, CP Rail - Rail Safety, Service and Emergency Response

14. COUNCIL STATEMENTS

- 149 – 150 1. Communications Protocol Meeting – June 6, 2019

15. SALMON ARM SECONDARY YOUTH COUNCIL

16. NOTICE OF MOTION

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

19. QUESTION AND ANSWER PERIOD

7:00 p.m.

Page #	Item #	Description
	20.	DISCLOSURE OF INTEREST
	21.	STATUTORY PUBLIC HEARINGS
151 - 248	1.	City of Salmon Arm Zoning Amendment Application No. ZON-1136 [Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19]
249 - 268	2.	City of Salmon Arm Zoning Amendment Application No. ZON-1138 [Simpson, M.; 2150 21 Street NE; R-1 to R-8]
269 - 278	3.	City of Salmon Arm Zoning Amendment Application No. ZON-1139 [Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1]
	22.	RECONSIDERATION OF BYLAWS
279 - 282	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4306 [ZON-1136; Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19] - Third Reading
283 - 286	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4307 [ZON-1138; Simpson, M.; 2150 21 Street NE; R-1 to R-8] - Third Reading
287 - 290	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4308 [ZON-1139; Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1] - Third and Final Readings
	23.	HEARINGS
291 - 298	1.	Development Variance Permit Application No. VP-495 [Muto Holdings Ltd.; 1, 10, 15, 17, 18, 23 and 30 - 481 Highway 97B NE; Site Coverage Variance]
299 - 308	2.	Development Variance Permit Application No. VP-488 [Kawalle, A. & Y.; 1631 Auto Road SE; Servicing Variance]
	24.	QUESTION AND ANSWER PERIOD
309 - 310	25.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 5.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of February 11, 2019, be adopted as circulated.

Vote Record

- ☐ Carried Unanimously
 - ☐ Carried
 - ☐ Defeated
 - ☐ Defeated Unanimously
- Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, February 11, 2019.

PRESENT:

Deputy Mayor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Chief Financial Officer C. Van de Cappelle
Recorder C. Simmons

ABSENT:

Mayor A. Harrison
Councillor D. Cannon

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0095-2019

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:09 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

4. DISCLOSURE OF INTEREST

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of January 28, 2019

0096-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of January 28, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of February 4, 2019

0097-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee Meeting Minutes of February 4, 2019 be received as information.

CARRIED UNANIMOUSLY

2. Social Impact Advisory Committee Meeting Minutes of January 18, 2019

0098-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of January 18, 2019, be received as information.

CARRIED UNANIMOUSLY

3. Cultural Master Plan Task Force Meeting Minutes of January 11, 2019

0099-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Cultural Master Plan Task Force Meeting Minutes of January 11, 2019, be received as information.

CARRIED UNANIMOUSLY

7. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

8. STAFF REPORTS**1. Chief Financial Officer – Court of Revision 2019**

0100-2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council be appointed as members of the Water and Sewer Frontage Tax, Transportation Parcel Tax and the 73rd Avenue Water Main extension Parcel Tax Roll Review Panel;

AND THAT: the Court of Revision for the Water and Sewer Frontage, Transportation Parcel Tax and the 73rd Avenue Water Main Extension Parcel Tax Roll be held in the Council Chambers of City Hall on Monday, March 11, 2019 at 7:00 p.m.

CARRIED UNANIMOUSLY

2. Director of Development Services - City of Salmon Arm Community Heritage Register; 450 and 500 2 Avenue NE

0101-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council approve the inclusion of 450 & 500 - 2 Avenue NE and the corresponding Statement of Significance, attached as Appendix 2 to the Staff Report dated January 14, 2019, in the City of Salmon Arm Community Heritage Register.

CARRIED UNANIMOUSLY

3. Director of Engineering and Public Works - Purchase Recommendation for Replacement of Unit #74 – Regular Cab 4x4 Complete with Hook Lift and Attachments

0102-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council approve the purchase of the replacement Unit #74 with a Regular Cab 4x4 complete with Hook Lift & Attachments, from Metro Motors Ltd. for the quoted amount of \$111,500.00 plus applicable taxes.

CARRIED UNANIMOUSLY

4. Director of Engineering and Public Works - Purchase Recommendation for Replacement of Unit #46 - Parks 1 - Ton 4x4 Truck with Dump Box and Telescoping Crane

0103-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the 2019 Budget contained in the 2019 - 2023 Financial Plan Bylaw be amended to reflect required funding for the award of Unit #46 - 1-Ton 4x4 Truck with Dump Box and Telescoping Crane in the amount of \$6,500.00 allocated from the Equipment Replacement Reserve Fund;

8. STAFF REPORTS – continued**4. Director of Engineering and Public Works – Purchase Recommendation for Replacement of Unit #46 – Parks 1 – Ton 4x4 Truck with Dump Box and Telescoping Crane – continued**

AND THAT: Council approve the purchase of Unit #46 – Parks 1-Ton Dump Box and Telescoping Crane, from Metro Motors Ltd. for the combined total amount of \$89,635.00 plus applicable taxes.

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works – Project Award – Water System SCADA PLC 2019 Upgrades

0104-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Contract Works for Water System SCADA PLC 2019 Upgrades be awarded to Interior Instruments (a division of Corix) in accordance with the quoted total price of \$116,700.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the Water System SCADA PLC 2019 Upgrades to authorize the sole sourcing of same to Interior Instruments (a division of Corix).

CARRIED UNANIMOUSLY

6. Director of Corporate Services – Appointment of Animal Control Officer

0105-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council appoint Robert Cline as Animal Control Officer effective February 11, 2019.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS**1. City of Salmon Arm Municipal Ticket Information Utilization Amendment Bylaw No. 4304 (Pound and Animal Control) – First, Second and Third Readings**

0106-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Municipal Ticket information Utilization Amendment Bylaw No. 4304 be read a first, second and third time.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS - continued

2. City of Salmon Arm Fee for Service Amendment Bylaw No. 4303 (Pound and Animal Control) - First, Second and Third Readings

00107-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4303 be read a first, second and third time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4306 [ZON-1136; Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19] - First and Second Readings

0108-2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4306 be read a first and second time;

AND THAT: final reading of the rezoning bylaw be withheld pending receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the fencing and landscaping proposed for buffering.

A. Waters, the agent, outlined the application and was available to answer questions from Council.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4307 [ZON-1138; Simpson, M.; 2150 21 Street NE; R-1 to R-8] - First and Second Readings

0109-2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4307 be read a first and second time;

AND THAT: final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed secondary suite meets Zoning Bylaw and BC Building Code requirements.

CARRIED UNANIMOUSLY

5. City of Salmon Arm Zoning Amendment Bylaw No. 4308 [ZON-1139; Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1] - First and Second Readings

0110-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4308 be read a first and second time.

CARRIED UNANIMOUSLY

9. INTRODUCTION OF BYLAWS - continued

6. City of Salmon Arm Zoning Amendment Bylaw No. 4309 [ZON-1140; Tarnow, T. & K. /Canoe Beach Properties Ltd/0753219 BC Ltd.; 4400 & 4600 Canoe Beach Drive NE; R-4 to R-6] - First and Second Readings

0111-2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4309 be read a first and second time;

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

Registration of a Section 219 Land Title Act covenant that would secure a 20 m wide road reserve connecting 45 Street NE to Canoe Beach Drive and the land needed for road widening along Canoe Beach Drive to an ultimate width of 20 m, with the two road alignments to match plan EPP5948 prepared by Browne Johnson Land Surveyors (File No. 306-09).

K. Tarnow, the applicant, outlined the application and was available to answer questions from Council.

Amendment:

0112-2019

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Public Hearing and consideration of third reading be withheld subject to the following:

- 1) Submission of a detailed landscaping plan for the development; and
- 2) Completion of the City staff report for variance application No. DVP-491.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

7. City of Salmon Arm Zoning Amendment Bylaw No. 4310 [Text Amendment] - First and Second Readings

0113-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4310 be read a first and second time.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Fee for Service Amendment Bylaw (Water Meter Rates) No. 4305 – Final Reading

0114-2019

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment No. 4305 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4300 [ZON-1135; Stacer, J.; 661 – 21 Street NE; R-4 to R-8] – Final Reading

0115-2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4300 be read a final time.

CARRIED UNANIMOUSLY**11. CORRESPONDENCE**

1. Informational Correspondence

8. T. Peasgood, Salty Street Festival Organizing Committee/Skookum Cycle and Ski – letter dated January 30, 2019 – 2019 Salty Dog Festival, May 11, 2019 Street Closure 7:00 a.m. – 5:00 p.m.

0116-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council authorize the use and closure of the 100 and 200 Block of Hudson Avenue, between Shuswap Street and Alexander Street, including the portion of McLeod Street from Hudson Avenue to the alley south, for the Salty Dog Street Festival on May 11, 2019 subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

7. M. Cairn, North Okanagan/Shuswap Crime Stoppers – email dated January 31, 2019 – Request for Installation of Crime Stoppers Signage

0117-2019

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Council direct staff to work with the North Okanagan/ Shuswap Crime Stoppers to identify appropriate locations for the Crime Stoppers Signage.

DEFEATED UNANIMOUSLY

12. NEW BUSINESS

15. SALMON ARM SECONDARY YOUTH COUNCIL

Zachery, Salmon Arm Youth Council provided an overview of the students that would be shadowing Council in the upcoming weeks.

Griffin, Salmon Arm Youth Council advised that the Youth Council would be contacting staff to request Staff or Council to speak to four of the Social Studies classes at the Sullivan Campus.

14. COUNCIL STATEMENTS

The Meeting recessed at 3:35 p.m.

The Meeting reconvened at 3:55 p.m.

13. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report - October - December 2018

Staff Sergeant West of the Salmon Arm RCMP detachment provided an overview of the quarterly report and was available to answer questions from Council.

2. Phil McIntyre-Paul - Shuswap Trail Alliance Update

Phil McIntyre-Paul provided an update of the Shuswap Trail Alliance and was available to answer questions from Council.

16. NOTICE OF MOTION

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

19. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with the members of the public present.

20. ADJOURNMENT

0118-2019

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of February 11, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:32 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER_____
MAYOR

Adopted by Council the day of 2019.

Item 6.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of February 19, 2019 be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Tuesday, February 19, 2019.**

PRESENT:

Mayor A. Harrison
Councillor S. Lindgren
Councillor L. Wallace Richmond
Councillor K. Flynn
Councillor T. Lavery

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Recorder B. Puddifant

ABSENT:

Councillor D. Cannon
Councillor C. Eliason

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. PRESENTATIONS

5. REPORTS

1. **Zoning Amendment Application No. ZON-1142 [Perfection Builders Holdings Ltd. / Gauthier, E. & M.; 2110 & 2150 - 14 Avenue SE; R-1 to R-8]**

Moved: Councillor Lindgren

Seconded: 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 Lots 6 & 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515 (2110 & 2150 - 14 Avenue SE) from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

5. **REPORTS - continued**

2. **Development Variance Permit Application No. VP-495 [Muto Holdings Ltd.; 1, 10, 15, 17, 18, 23 and 30 - 481 Highway 97B NE; Site Coverage Variance]**

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit Application No. VP-495 be authorized for issuance for Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP5053, Except Plan EPS2062, Phases 1 - 11; and Strata Lots 14, 24 & 25, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPS2062, which will vary Mobile Home Park Bylaw No. 1435 as follows:

1. Section 4.06 Site Coverage - increase the maximum site coverage from 35% to 45%.

CARRIED UNANIMOUSLY

3. **Development Variance Permit Application No. VP-488 [Kawalle, A. & Y.; 1631 Auto Road SE; Servicing Variance]**

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit Application No. VP-488 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP67710, Except Plan KAP78170 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to construct a sidewalk along the south half of 16 Street SE for the entire frontage of the subject property;
2. Waive the requirement to provide a fire hydrant on Auto Road SE; and
3. Waive the requirement to upgrade the north half of Auto Road SE to the Urban Interim Arterial Standard along the entire frontage of the subject property.

AND THAT: Issuance of Development Variance Permit No. VP-488 be withheld subject to the registration of a Section 219 Land Title Act Covenant restricting any further subdivision or development on proposed Lot 1 until the lot is fully serviced to City standards.

A. Kawalle, the applicant, was available to answer questions from the Committee.

5. **REPORTS – continued**

3. **Development Variance Permit Application No. VP-488 [Kawalle, A. & Y.; 1631 Auto Road SE; Servicing Variance] - continued**

Amendment:

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Item 1. be deleted in its entirety and replaced as follows:

1. Waive the requirement to construct a sidewalk along the south half of 16 Street SE for the entire frontage of the subject property upon payment of a cash in lieu contribution;

DEFEATED

Mayor Harrison, Councillors Wallace Richmond and Lindgren Opposed

Original Motion:

CARRIED UNANIMOUSLY

4. **Agricultural Land Commission Application No. ALC-379 [Balen, R.M. & B.M. / Browne Johnson Surveyors Ltd.; 6751 Lakeshore Road NE; Exclusion]**

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application ALC-379 be authorized for submission to the Agricultural Land Commission.

J. Johnson, agent, outlined the application and was available to answer questions from the Committee.

CARRIED

Councillor Lavery Opposed

5. **Chief Administrative Officer – Checkout Shopping Bag Regulation Bylaw No. 4297**

Moved: Mayor Harrison

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that the Bylaw entitled City of Salmon Arm Checkout Bag Regulation Bylaw No. 4297 and staff report be brought forward for consideration at the Regular Council Meeting of February 25, 2019.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

1. Agricultural Land Commission - Letter dated February 11, 2019 - Application 57480 to conduct a non-farm use in the Agricultural Land Reserve

Received for information.

7. IN CAMERA

8. LATE ITEMS

9. ADJOURNMENT

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee meeting of February 19, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:08 a.m.

Minutes received as information by Council
at their Regular Meeting of , 2019.

Mayor Alan Harrison
Chair

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Item 6.2

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Greenways Liaison Committee Meeting Minutes of January 10, 2019, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the Greenways Liaison Committee (GLC) Meeting held in Room 100 of City Hall,
500 – 2 Avenue NE, Salmon Arm, BC, on **Thursday, January 10, 2019** at 3:00 p.m.

PRESENT:

Tim Lavery, Acting Chair
Joe Johnson, Citizen at Large
Rob Bickford, Citizen at Large
Joan Mitchell, Shuswap Trail Alliance
Anita Ely, Interior Health

Phil McIntyre-Paul, Shuswap Trail Alliance (non-voting)
Darin Gerow, City of Salmon Arm, Manager of Roads & Parks
Rob Niewenhuizen, City of Salmon Arm, Director of Engineering & Public Works
Chris Larson, City of Salmon Arm, Planning & Development Officer, Recorder

Regrets: Brian Browning, Shuswap Trail Alliance

The meeting was called to order at 3:00 p.m.

1. **Introductions**
2. **Presentations**
3. **Approval of Agenda and Additional Items**

Late item added to “South Canoe Parking Expansion” regarding logging activity.

It was noted that two detailed trail project reports will be electronically distributed for review prior to and for discussion at the next GLC meeting.

4. **Approval of Minutes of November 8, 2018 Greenways Liaison Committee Meeting**

Moved: Rob Bickford

Seconded: Joe Johnson

THAT: the minutes of the Greenways Liaison Committee Meeting of November 8, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

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

None

6. New Business

1) STA Update - Planning and Projects (Attachment 1)

GLC members reviewed the STA Planning and Project summary lists provided. It was noted that comprehensive signage installation expected through 2019 will be significant and should promote trail use.

2) NE Connectors

It was noted that a report will be coming to the GLC at a future meeting summarizing ongoing efforts to secure land use agreements for trail connections between Raven and Canoe.

7. Other Business &/or Roundtable Updates

1) 2019 Budget

City Staff presented the approved 2019 Budget. It was noted that while the approved budget was \$35,000, rather than the \$50,000 support by the GLC, several projects will carry over from previous years. The GLC felt this was reasonable, but noted that a budget increase in the future to the \$50,000 level would be warranted once carry over projects are completed.

2) South Canoe Parking Expansion Concept

As a significant portion of the 2019 budget, GLC members reviewed the South Canoe Parking Expansion Concept, noting the endorsements from the South Canoe Advisory Group and the Shuswap Cycling Society.

Related to this improvement, there was some discussion regarding logging activity in the South Canoe area. The Malibu section of trails is within City-owned park land, however upper and south-middle trails are not. It was noted that while the upper and south area trails have been approved, they cross active forest lands and are not currently protected from potential future logging impacts. It was noted that a MOU is in place, local foresters have been involved and engaged in the discussion, and that both logging activity and trail use are important.

3) BC Hydro

Staff have received feedback from BC Hydro noting trails as a "compatible use" within the BC Hydro right-of-ways at a key location in the area between the 5-corners intersection and Hillcrest School (Attachment 2). This should enable future greenway network expansion.

4) Region Trails Roundtable Meeting February 13, 2019

Upcoming event noted for information.

8. **Next meeting - Thursday, March 7, 2019, 3 pm**

Moved: Joan Mitchell

Seconded: Joe Johnson

THAT: the Greenways Liaison Committee Meeting of January 10, 2019 be adjourned.

CARRIED UNANIMOUSLY

9. **The meeting adjourned at 4:32 p.m.**

Endorsed by Meeting Chair

Received for information by Council on the day of , 2019

Shuswap Trail Alliance Project Summary: 2018

City of Salmon Arm: Greenways Project Summary 2018

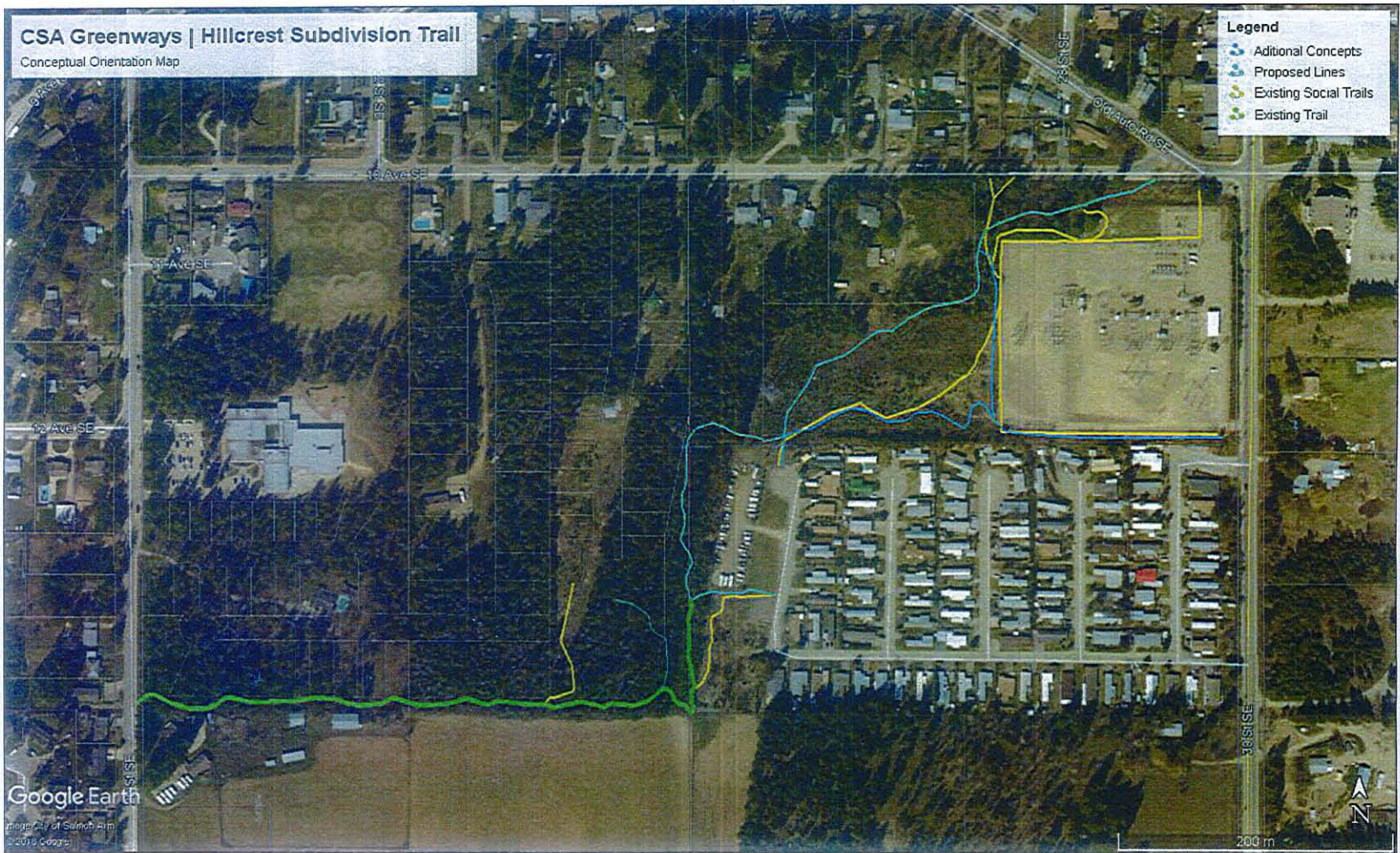


Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

City of Salmon Arm Greenways UPDATED: January 09, 2019						New m	Fix m	Maintain m	Plan m	Signs #
Projects (Completed): 2019	Partner Funding	STA Funded	In-Kind	Status						
1821 Rubberhead - General 2018		\$1,037.37	\$6,442.26	completed	SBikeClub/STA/RSTBC/CanoeFP/StellaJones			20000		
1862 Rubberhead - Upper Section Re-routes	\$3,637.20	\$0.00	\$0.00	Invoiced (F)	SBikeClub POI#SCC	275				
1873 SABNES - Foreshore Invasive Pull	\$1,827.37	\$0.00	\$485.74	Invoiced (F)	SABNES					
1852 Salmon Arm - 9th Ave NE to Hwy 1 Connector	\$44,568.21	\$0.00	\$0.00	invoiced (Px3)	City SA PO#46681	250				
1864 Salmon Arm - Cress Creek 2018 - SIGNAGE	\$238.90	\$0.00	\$0.00	invoiced (P)	City SA PO#46441					
1851 Salmon Arm - Cress Creek Upgrades	\$15,000.00	\$0.00	\$584.05	Invoiced (F)	City SA, PO#46442		70			
1837 Salmon Arm - Foreshore (Raven) Trail - Monitoring	\$1,758.74	\$0.00	\$0.00	invoiced (P)	City SA PO#47334/SABNES/Monitoring Advisory					
1854 Salmon Arm - Gayle Cr/Syphon Falls - West Connector Trail	\$5,495.76	\$0.00	\$0.00	invoiced (Px2)	City SA PO#46443	310				
1874 Salmon Arm - Greenway Sign Additions 2018	\$4,400.39	\$0.00	\$0.00	invoiced (P)	City SA PO#47722					
1858 Salmon Arm - Hillcrest Subdivision Greenways 2018	\$1,744.70	\$0.00	\$281.80	invoiced (Px2)	City SA PO#46439	10				
1893 Salmon Arm - Hillcrest Subdivision Greenways 2018 - SIGNAGE	\$46.00	\$0.00	\$0.00	invoiced (P)	City SA PO#46440					
1872 Salmon Arm - Maintenance - Fall 2018	\$1,760.20	\$0.00	\$69.00	Invoiced (F)	City SA PO#47420			34480		
1850 Salmon Arm - Maintenance - Spring 2018 (F)	\$7,598.80	\$0.00	\$104.70	Invoiced (F)	City SA PO#46444			41,065		
1807 Salmon Arm - Planning (General)		\$2,663.08	\$1,372.50	completed	City SA/Greenways/Stewards					
1847 Salmon Arm - Rifle Range - Memorial Cemetery Trails - Ph B (F)	\$12,159.13	\$0.00	\$1,764.00	invoiced (P)	City SA / Students PO#46461	1216				
1853 Salmon Arm - Rifle Range - Memorial Cemetery Trails - Signage Ph A&B	\$1,909.49	\$0.00	\$0.00	invoiced (P)	City SA / Students PO#46462					11
1859 Salmon Arm - Rifle Range - Memorial Cemetery Trails - Upper Slope Plan	\$1,135.20	\$0.00	\$0.00	invoiced (P)	City SA PO#46463				TBD	TBD
1848 Salmon Arm - Turner Creek Sign Repairs (5th Ave NE-6th Ave NE)	\$320.98	\$0.00	\$0.00	Invoiced (F)	City SA PO#46171					
1861 Salmon Arm - Urban Connectors 2018 - Design-Plan	\$6,527.51	\$0.00	\$0.00	invoiced (P)	City SA PO#46459					
1861 Salmon Arm - Urban Connectors 2018 - Design-Plan	\$10,556.15	\$0.00	\$94.40	invoiced (P)	City SA PO#46459				2675	
1838 Salmon Arm - West Bay		\$1,438.12	\$685.75	completed	City SA/ALIB/NIB/SN/SABNES/Swtz/CP/MoT					
1833 South Canoe - Goliath EQ Trail	\$7,908.52	\$1,030.88	\$3,553.57	Tsf fr Reserve	EQ Trail/BCHBC-Shu/BC Horse Council/NOBCH	763				
1865 South Canoe - Lower Malibu EQ - 2018 - Signage	\$354.22	\$256.94	\$134.46	Invoiced (F)	City SA PO#47051					2
1875 South Canoe - Run-Bike Loops	\$981.04	\$0.00	\$0.00	invoiced (P)	City PO#47737 SA/Rec Sites/SC Advisory Partners					
1816 South Canoe Trails - General 2018 (including volys)	\$0.00	\$7,037.84	\$15,142.12	Finalized 2018	City SA/Rec Sites/SC Advisory Partners					
2018 Project Total						2824	70	95545	2675	13
Combined Value										
City Salmon Arm Funded										

Additional Projects of Note for Salmon Arm (Completed): 2018		Partner Funding	STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #
1839	LHT - General		\$2,675.56	\$4,581.25	completed	STA/Rec Sites Trails/CanoeFP/Advisory					
1741	Kela7scen (Mt Ida) Planning		\$221.72		completed	ALIB/LSLIB/NIB/Splatsin/STS/SORE/MFLNRO/CSRD/SA					
	MRDT Fund Claim (Hotel Tax) - Salmon Arm	\$10,600.00	in other tracking	in other tracking	Invoiced (F)	SAEDS/MRDT Committee					
1801	Trail Guide and Website Update 2018	\$3,932.14	\$0.00	\$2,079.42	Invoiced (P)	Shuswap Tourism/MRDT/STA					
1820	Shuswap Regional Trail Strategy Roundtable 2018	\$7,468.26	\$2,442.40	\$1,610.54	completed	Rec Sites/CSRD/ST/Secwepemc Lks Div/Fraser Basin/IHA/RdTbl, WO-18-230-079					
1808	Shuswap Trail Planning 2018 (BCRDP) - includes 1808x following. . .	\$10,000.00	\$8,698.70	\$14,171.34	Invoiced (F)	BCRDP/Rec Sites/STA/Regional Partners				4400	
1808a	...Enderby/NORD Area F Trail Planning: Inventory	BCRDP			completed	Enderby/NORD-F/Grindrod Park					
1808g	...Eagle Pass Mountain - Trail Upgrade Plan	BCRDP			completed	RecSites/Stewards/SO/VOC/RobN					
1808 ES	...East Shuswap Alpine Trail Access Management Plan	BCRDP			completed	Splatsin/BCParks/RecSites/EVSC/SicATV/Tolko					
1808b	...Evelyn Falls Trail Extension - Plan	BCRDP			completed	CSRD Parks/NSStewards/NS Lions Club					
1808h	...Joss Pass and Mountain - Rec Access Management Plan	BCRDP			completed	Roundtable/Splatsin/STA/MFLNRO/RSTBC					
1808c	...LHT - 109 FSR Section Plan	BCRDP			completed	STA/Rec Sites Trails/CanoeFP/Tolko					
1808d	...Mt Ida North Slopes Trail - Plan	BCRDP			completed	City SA/Rec Sites/SC Advisory Partners					
1808e	...Rubberhead - Mountain Bike Trail Planning 2018	BCRDP			completed	SBikeClub/Rec Sites/CanoeFP/StellaJones					
1808i	...Owlhead - Trail Upgrade Plan	BCRDP			completed	Splatsin/BCParks/RecSites/EVSC/SicATV/Tolko/BCTS/CSISS					
1808f	...Scotch Creek/Hlina Trail Extension - Plan	BCRDP			confirmed	CSRD Parks/NSStewards/NS Lions Club					
2018 Additional Projects of Note Total											
Combined Value							0	0	0	4400	0
		\$32,200.40	\$14,038.38	\$22,442.55							
			\$68,681.33								

Projects (Carried Forward): 2019						New m	Fix m	Maintain m	Plan m	Signs #
	Partner Funding	STA Funded	In-Kind	Status	Partners					
1852	Salmon Arm - 9th Ave NE to Hwy 1 Connector	\$22,199.28		finish 2019	City SA PO#46681	0				
1637	Salmon Arm - Bastion Bypass Greenway - TAMPING			monitoring	City SA PO#42529					1
1530	Salmon Arm - Bike (& School) Connectors Plan	\$2,058.95		finish 2019	City SA PO#40218				30000	
1864	Salmon Arm - Cress Creek 2018 - SIGNAGE	\$367.77		finish 2019	City SA PO#46441					6
1837	Salmon Arm - Foreshore (Raven) Trail - Monitoring	\$765.76		finish 2019	City SA PO#47334/SABNES/Monitoring Advisory					
1854	Salmon Arm - Gayle Cr/Syphon Falls - West Connector Trail	\$1,453.78		finish 2019	City SA PO#46443	38	459			
1874	Salmon Arm - Greenway Sign Additions 2018	\$20,992.83		finish 2019	City SA PO#47722					79
1858	Salmon Arm - Hillcrest Subdivision Greenways 2018	\$17,635.99		in progress	City SA PO#46439	865				
1863	Salmon Arm - Hillcrest Subdivision Greenways 2018 - SIGNAGE	\$2,620.69		in progress	City SA PO#46440					15
1853	Salmon Arm - Rifle Range - Memorial Cemetery Trails - Signage Ph A&B	\$3,091.72		finish 2019	City SA / Students PO#46462					1
1859	Salmon Arm - Rifle Range - Memorial Cemetery Trails - Upper Slope Plan	\$1,363.01		finish 2019	City SA PO#46463				TBD	TBD
1881	Salmon Arm - Urban Connectors 2018 - Design-Plan	\$1,838.10		finish 2019	City SA PO#46459					
1875	South Canoe - Run-Bike Loops	\$4,018.96		finish 2019	City PO#47737 SA/Rec Sites/SC Advisory Partn	350				
1848	Secwepemc Landmarks Concept	\$31,500.00		in reserve	Lakes Division					
1832	Trail Guide Update 2018 - MTB	MRDT		in progress	Shuswap Tourism/TOTA/SBClub/SA-MRDT					
Carry Forward 2019 Total						1253	459	0	30000	102
Combined Value										



Attachment 2: Hillcrest-to-5-Corners

Item 6.3

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Environmental Advisory Committee Meeting Minutes of February 7, 2019, be received as information.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Thursday, February 7, 2019** at 9:00 a.m.

PRESENT:

Amy Vallarino
Sherry Bowlby
John McLeod

Janet Pattinson
Gary Arsenaault
Ron Pederson
Louis Thomas
Warren Bell
Gina Johnny
Barry Wilson
Pauline Waelti
Barb Puddifant

Citizen at Large, Chair
Citizen at Large
Salmon Arm Farmers Institute (SAFI) (left the meeting at 10:20 a.m.)
Shuswap Naturalist Club
Shuswap Pro Development Association
Salmon Arm Fish and Game Club
Councillor, Neskonlith Indian Band
WA:TER
Councillor, Adams Lake Indian Band
Citizen at Large
Shuswap Environmental Action Society (SEAS)
City of Salmon Arm, recorder

ABSENT:

Councillor Sylvia Lindgren
Luke Gubbels
Sarah Weaver
Dan Smith

City of Salmon Arm
Canoe Forest Products
Salmon Arm Bay Nature Enhancement Society
Shuswap Construction Industry Professionals

GUESTS:

Julia Beatty

Citizen

The meeting was called to order at 9:00 a.m.

Moved: Janet Pattinson

Seconded: Ron Pederson

THAT: Amy Vallarino be appointed as Chair for the Environmental Advisory Committee Meeting of February 7, 2019.

CARRIED UNANIMOUSLY

Amy Vallarino assumed the Chair at 9:01 a.m.

1. Introductions and Welcome

2. Approval of Agenda and Additional Items

Moved: Ron Pederson

Seconded: Barry Wilson

THAT: the Environmental Advisory Committee Meeting Agenda of February 7, 2019, be approved as presented.

CARRIED UNANIMOUSLY

3. Approval of Minutes of January 10, 2019 Environmental Advisory Committee Meeting

Moved: Janet Pattinson

Seconded: Ron Pederson

THAT: the minutes of the Environmental Advisory Committee Meeting of January 10, 2019 be approved as circulated.

CARRIED UNANIMOUSLY

4. Presentations**5. Old Business / Arising from minutes****a) Climate Change Update -**

Committee members engaged in a discussion regarding the need for more public awareness of climate change and the importance of communication, inclusion, knowledge sharing, public education, community and youth group involvement, the possibility of financial incentives and a Climate Change Action Plan.

The Committee also discussed the merits of lobbying for climate change action at different levels of government and identified actions that can be taken by the Committee to meet the goals of public education and awareness.

Janet Pattinson encouraged Committee members to send all of their ideas and thoughts to her so that they can be compiled and distributed to the Committee.

6. New Business**7. Other Business & / or Roundtable Updates****8. Next meeting - March 7, 2019, Salmon Arm Secondary School**

9. Adjournment

Moved: Warren Bell

Seconded: Gary Arsenault

THAT: the Environmental Advisory Committee Meeting of February 7, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:33 a.m.

Amy Vallarino, Chair

Received for information by Council on the day of , 2019

Item 8.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Staff be authorized to enter into an Authorization and Contribution Agreement with the Ministry of Transportation and Infrastructure for the works related to the Highway 1 Water Main Improvements;

AND THAT: the Mayor and Corporate Officer be authorized to execute the agreement.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

DATE: February 14, 2019

SUBJECT: **TRANS-CANADA HIGHWAY 1 WEST FOUR LANING PROJECT
WATER MAIN IMPROVMENT CONTRIBUTION AGREEMENT**

STAFF RECOMMENDATION

THAT: Staff be authorized to enter into an Authorization and Contribution Agreement with the Ministry of Transportation and Infrastructure for the works related to the Highway 1 water main Improvements.

AND THAT: The Mayor and Corporate officer be authorized to sign said Agreement.

BACKGROUND

As Council is aware, City Staff have been working cooperatively with the Ministry of Transportation and Infrastructure (MOTI) on their Salmon Arm West Project. This project is part of the Trans-Canada Highway Four-Laning program identified in the Ministry of Transportation and Infrastructure's 10-year plan called BC on the Move. The project is located west of the City Centre of Salmon Arm.

The project scope includes upgrading approximately six kilometres of two-lane highway to a 100 km/h four-lane standard that will transition to 50 km/h in the City, a new bridge across the Salmon River, a new interchange and approximately four kilometers of frontage roads that will improve safety and access for vehicles, pedestrians, and cyclists from the north boundary of IR#3 to 10th St. SW. The estimated project cost is \$162.7 Million with a federal contribution of approx. \$48.5 M.

The first phase of this project which includes preloading and grading from 1st Avenue SW to 30 Street SW was recently awarded to Jakes Construction Ltd. of Chilliwack and work commenced on February 4, 2019 (area map attached). As part of this contract there is a requirement to upgrade the existing City water main which runs parallel to the highway and underneath the proposed new infrastructure. This water main is an important part of the City's water infrastructure which services the Gleneden and local First Nations properties. The water main is an older asbestos concrete main which we had identified as a future improvement project; however with the new highway improvements, it is imperative that this infrastructure is upgraded and relocated at this time in order for the site preloading to occur.

TRANS-CANADA HIGHWAY 1 WEST FOUR LANING PROJECT
WATER MAIN IMPROVMENT CONTRIBUTION AGREEMENT
Page 2

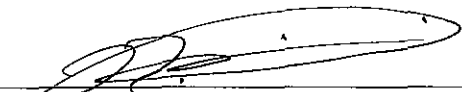
In order to facilitate the water main rehabilitation City Staff have been working with MOTI to develop a contribution agreement which will allow MOTI's contractor to perform these works.

The works involve upgrading the existing water main, installation of new water main on the east side of the highway and relocating a portion of the main out of the highway corridor and connecting it to 42 Street SW. The water main improvements which are directly related to the preloading will be paid for by MOTI which is estimated to be \$185,000.00, the remainder of the works will be funded by the City at an estimated cost of \$205,000.00. The conditions of payment will be that the City agrees to reimburse MOTI within one year of the Phase 1 projects substantial completion date. The City has been proactively putting money into the TCH West Water Reserve in anticipation of this project. The estimated balance of this reserve by December 31, 2019 will be \$308,193.41 which is sufficient to fund these work.

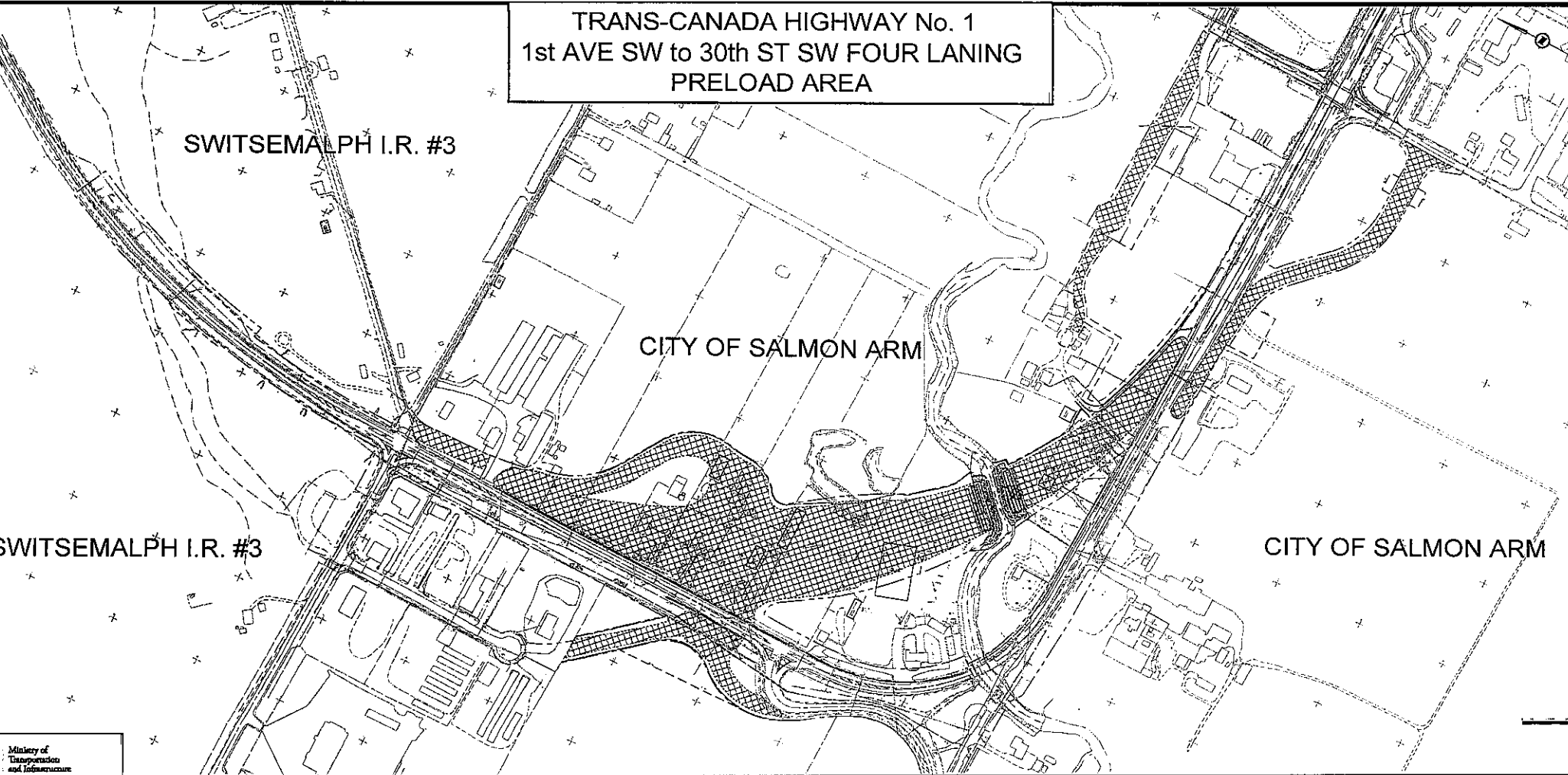
Please note that there will be additional works which the City will be doing in conjunction with next phase of the Highway upgrades, This City Contributions for these works will be dealt with in a separate contribution agreement which will also include the assignment of responsibilities for the maintenance of the new frontage road infrastructure and the Salmon River Bridge.

The engineering designs have been thoroughly reviewed by City Staff along with the estimated costs and funding shares. We recommend that the City enter into an agreement with the MOTI for the works related to the Highway 1 water main Improvements in phase I of the Trans-Canada Highway 1 West Four Laning Project.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works



Item 8.2

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council accept the quote of Peninsula Plastics Limited (DBA Nova Products) for the Curbside Collection Container contract for the Curbside Collection program in accordance with the quoted price of \$187,582.50, plus applicable taxes.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: ENG2019-60

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: February 19, 2019

SUBJECT: **AWARD OF CURBSIDE COLLECTION CONTAINER CONTRACT**

STAFF RECOMMENDATION

THAT: Council accept the quote of Peninsula Plastics Limited (DBA Nova Products) for the Curbside Collection Container contract for the Curbside Collection program in accordance with the quoted price of \$187,582.50, plus applicable taxes.

BACKGROUND

With the roll-out of the City's new Curbside Collection Contract, the City will be providing each household with one (1) green cart for food waste, one (1) kitchen catcher for food waste and one (1) blue recycling bin (Curbside Collection Containers).

The City issued a Request for Quote (RFQ) for the supply of the Curbside Collection Containers. The RFQ process closed on February 14, 2019. The City received three (3) quotes as follows:

Three (3) quotes were received on February 14, 2019. Quotes were reviewed in detail and ranked by Corporate Strength (10%), Quality (40%), and Financial (50%) with an Environmental Bonus (5%). The ranking of each company is listed below:

Company	Food Waste Carts	Kitchen Catchers	Recycling Bins
Nova Products	1	1	1
Ecotainer Sales Inc.	2	2	2
Rollins Machinery Ltd.	3	3	3

Product and pricing from the top two ranked companies was very comparable; however Peninsula Plastics Limited (DBA Nova Products) was ranked number 1 in all container types.

AWARD OF CURBSIDE COLLECTION CONTAINER CONTRACT

Page 2

STAFF COMMENTS

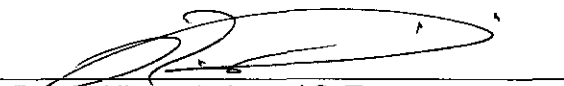
The 2019 Capital Budget allocated a budget of \$229,365.00 to Food Waste Containers (Carts and Kitchen Catchers) and \$161,725.00 to Recycling Bins.

The cost of the Curbside Containers equates to \$139,995 (plus taxes) for the food waste carts and kitchen catchers and \$47,587.50 for the recycling bins based on 6,750 units.

The containers are all subject to warrantee over the life of the 2019 Curbside Collection Contract including extensions.

Based on the above, it is recommended that the quote from Peninsula Plastics Limited (DBA Nova Products) be accepted for the Curbside Collection Container Contract in accordance with their quote.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 8.3

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council authorize submission of a grant application under the National Trade Corridors Fund for the Ross Street Underpass Project, estimated cost \$12,368,000.00 plus applicable taxes.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Jenn Wilson, City Engineer
 DATE: February 15, 2019
 SUBJECT: National Trade Corridors Fund

RECOMMENDATION:

THAT: Council authorize submission of a grant application under the National Trade Corridors Fund for the Ross Street Underpass Project, estimated cost \$12,368,000.00 plus taxes;

BACKGROUND:

The Government of Canada recently announced a new continuous intake for applications for the National Trade Corridors Fund (NTCF). The NTCF is accelerating more than \$750 million in funding over the next five years for projects that address transportation capacity constraints and to diversify trade with overseas markets.

The core outcomes specific to the NTCF program are:

- Improved fluidity and/or performance of the transportation system to contribute to an increase in the value and/or volume of goods exported from Canada to overseas markets;
- Increase existing or generation of new overseas trade flows; and
- Add capacity or address bottlenecks near major ports, airports or along road and rail corridors in Canada that contribute to generating or increasing overseas trade.

A NTCF grant can fund up to 50% of eligible costs of an eligible project.

There is not an application deadline for grant applications as it is a continuous call. Applications are reviewed on a first come first serve basis. Applicants under the NTCF are invited to submit an Expression of Interest (EOI) which will allow the project to be reviewed against the core outcomes. EOIs for projects that have a reasonable chance of success will be invited to submit a detailed proposal. The EOI review is expected to be approximately two (2) weeks.

In 2017 the City met with representatives of the Provincial Government and consultants working on a Transportation Trade Network Initiative and Analysis. The initiative was a province-wide undertaking focused on identifying and addressing infrastructure issues and gaps along key trade corridors within BC's multi-modal transportation trade network. Projects identified through the analysis were anticipated to be in a better position to leverage funding through the Federal NTCF. The Ross Street Underpass was identified as one of thirty key projects.

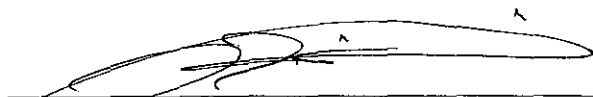
Staff had previously not considered the Ross Street Underpass as a potential project for other grant opportunities as grant evaluation processes are generally very long and this project has sensitive timelines; however, due to the expect quick turn-around time for the EOI process and the work

previously completed by the Province indicating that the Ross Street Underpass may have a good chance of being successful under this grant, staff consider this to be a worthwhile grant opportunity that is unlikely to holdup the project significantly.

Summary

Based on the above, staff recommend that Council authorize submission of a grant application under the National Trade Corridors Fund for the Ross Street Underpass Project, estimated cost \$12,368,000.00 plus taxes.

Respectfully submitted,



Robert Niewenhuizen
Director of Engineering and Public Works

cc Chelsea Van De Cappelle, CFO

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Item 8.4

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council award the purchase of the Shuswap Regional Airport Automated Weather Observing System Replacement at the quoted price of \$27,375.00 plus applicable taxes to Spencer Navigation Maintenance Ltd., Calgary, Alberta;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to Spencer Navigation Maintenance Ltd.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



File: ENG2019-06

TO: His Worship the Mayor and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: February 14, 2019

SUBJECT: **SHUSWAP REGIONAL AIRPORT - AUTOMATED WEATHER
OBSERVING SYSTEM REPLACEMENT AWARD**

STAFF RECOMMENDATION

THAT: Council award the purchase of the Shuswap Regional Airport Automated Weather Observing System Replacement at the quoted price of \$27,375.00 plus applicable taxes to Spencer Navigation Maintenance Ltd., Calgary Alberta.

AND THAT: The City's Purchasing Policy No.7.13 be waived in procurement of these works and services to authorize the sole sourcing to Spencer Navigation Maintenance Ltd.

BACKGROUND

The Shuswap Regional Airport (Salmon Arm) is equipped with an Automated Weather Observing System (AWOS). An AWOS is a fully configurable airport weather system that provides continuous, real time information and reports on airport weather conditions. This observation system assists with the safe and efficient aviation operations.

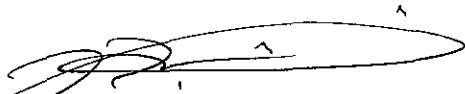
The Airport's existing AWOS, is now inoperable due to the age of infrastructure and unavailable parts for upgrade. An operating AWOS is an important tool for successful and safe flights in and out of our Airport. Airport staff has been successful in keeping the existing system operational with the assistance of Spencer Navigation Maintenance; however replacement parts are now obsolete.

With respect to above, staff recommends that the City's Purchasing Policy 7.13 be waived to allow award of the AWOS replacement to Spencer Navigation Maintenance Ltd. in the amount of \$27,375.00, plus applicable taxes.

Spencer Navigation Maintenance Ltd. is based out of Calgary Alberta, and has provided great service in regards to the maintenance of our existing system for approximately 10 years, by keeping it operational until we had an approved budget for replacement. They have set up and maintained AWOS across Canada.

The approved budget for the AWOS replacement is \$30,000.00 from the 2019 Airport Capital Expenditures.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 8.5

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the Policy No. 7.15 cited as "Permissive Tax Exemption" attached to the staff report dated February 15, 2019 be adopted as presented.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

**CITY OF
SALMON ARM**

To: Mayor Harrison and Members of Council
Date: February 15, 2019
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: Permissive Tax Exemption – Policy No. 7.15

Recommendation:

THAT: The Policy No. 7.15 cited as “Permissive Tax Exemption” be adopted at presented.

Background:

The current three (3) year permissive tax exemption cycle is coming to a close (2017 – 2019) and new applications for the next cycle (2020 – 2022) will be required. This has prompted a review of the current policy and application form. The last amendment to this policy was December of 1998.

Municipalities must include a statement of permissive tax exemption objectives and policies as part of its budget (five-year financial plan). This statement should set out the broad policy objects governing both current and future eligible permissive tax exemptions. During the policy review, it was noted that Council’s objectives and several of the parameters were not clear as to what information was being requested and why.

The revised policy is intended to clearly set Councils’ objectives and the parameters under which Council will consider applications for permissive tax exemptions. It will also provide fair and consistent treatment and consideration for all eligible applicants.

The changes to the policy do not materially affect the intent of Council with respect to the eligibility criteria. It is recommended that the revised Permissive Tax Exemption Policy be amended as requested. A copy of the Permissive Tax Exemption Policy and Application Form is attached as Appendix A and B, respectively.

Respectfully Submitted,


Chelsea Van de Cappelle, CPA

TOPIC: Permissive Tax Exemption

REASON: The Permissive Tax Exemption Policy is intended to set the parameters under which Council will consider applications for permissive tax exemptions from property taxes for organizations which are eligible for such exemptions under *Community Charter Section 224*. The parameters will provide fair, consistent treatment and consideration for all applicants providing charitable and not-for-profit services for the benefit of the residents of the City of Salmon Arm.

The Council of the City of Salmon Arm recognizes the value to the community of local clubs, groups, non-profit organizations and charities maintaining a local office, and that exemption from taxation by Council may effectively promote enhanced community services.

BACKGROUND:

Statutory property tax exemptions are provided under *Community Charter Section 220* for properties such as schools, public hospitals, buildings set apart for public worship and provincial and municipally owned public buildings and land. Council does not have any authority over these statutory exemptions.

Permissive property tax exemptions are provided under *Community Charter Section 224* for properties used by a variety of non-profit or charitable organizations that provide services which Council considers directly related to the purposes of the organization. It also provides for permissive tax exemptions for some properties which are additional to statutory exemptions provided under *Section 220*, such as ancillary buildings or land surrounding places for public worship and privately run schools.

Community Charter Section 224 provides for exemption from municipal property taxes; however the City is still responsible for payment of exempted taxes levied by other governments.

Permissive tax exemptions provided under *Community Charter Section 224* are at the discretion of Council. There is no obligation to give an exemption.

POLICY:

Section 1 - Eligibility Criteria

- 1.1 To be eligible for a permissive tax exemption, an organization must comply with all of the eligibility criteria outlined below. The application forms and supporting documentation are an integral part of this process.

The applicant(s):

1. Qualifies for an exemption under the provisions of the *Community Charter Section 224*;

Exemptions are based on the use of the property or building(s), not on the non-profit or charitable services of the organization as a whole.

Principal use of property refers to the use related directly to the principal purpose of the organization owning or leasing the property.

2. Is a Non-Profit Organization;

Tax exemptions will only be granted to a Registered Charity or Non-Profit organization. The intent of this requirement is to ensure that municipal support is not used to further activities of an organization or individual that, if not for its not-for-profit status, would otherwise be considered business.

Only that part of the property used for non-profit activities will be considered for exemption. Non-profit organizations conducting retail and/or commercial activity and charging rates or fees at market value are considered to be in competition with for-profit businesses and will not be eligible for tax exemption.

3. Must provide services or programs that are compatible or complementary to those offered by the City of Salmon Arm. These services should fulfill some basic need, or otherwise improve the quality of life for the residents of Salmon Arm.

4. Must provide benefits and accessibility to the residents of the City of Salmon Arm;

City of Salmon Arm residents must be the primary beneficiaries of the organizations' services. The services on the property must be accessible to the public;

5. Must present proof of financial responsibility and accountability by providing any financial and supporting information requested and, at a minimum, provide the previous years' financial statements, signed by the organizations' Auditors or Treasurer, together with a financial budget for the ensuing year;
6. Must be seen to be working towards self-sufficiency by seeking funding from other sources, including grants from other levels of Government; and
7. Must be in compliance with all municipal policies, plans, bylaws and other applicable regulations.

- 1.2 Council may, at its discretion, consider the relative size and/or scale of the non-profit organization.

Section 2 – Applications

- 2.1 The application form supplied by the municipality must be utilized by all applicants for tax exemption. The application form requires organizations to:
- Provide a full description of the organization, its purposes and programs;
 - Provide all necessary documentation, including financial information, to support the status they claim; and
 - Declare that the information provided is true and accurate.
- 2.2 Applications must be submitted on or before **July 31st** of the year preceding the year of tax exemption. Applications received after the deadline will only be considered if they meet the criteria under Section 2.3.
- 2.3 Subject to the provisions of the *Community Charter*, requests for exemption by Council which are received after the deadline will only be accepted and considered if they meet the following conditions:
- The application complies with the eligibility criteria as outlined in Section 1 of this policy;
 - The requirement for exemption was not reasonably foreseeable at the date of the deadline for exemptions for the current period;
 - Adequate justification is provided for not meeting the deadline for application for exemption for the current period;
 - An application form is completed; and
 - The associated permissive tax exemption bylaw for the ensuing year has not been considered and/or adopted by Council and the required Public Notice has not taken place.

Section 3 – Process

- 3.1 Council will consider permissive tax exemption applications for a period of three (3) years. New applicants are permitted to apply in any year prior to **July 31st** of the year preceding the year of tax exemption. If approved within the current three (3) year cycle, the newly approved exemption will be in effect for the number of years remaining in the cycle.

For Example:

Application Period	Number of Years Exempt	Application Deadline
2020 – 2022	3 Years	July 31, 2019
2021 – 2022	2 Years	July 31, 2020
2022	1 Year	July 31, 2021

- 3.2 All permissive tax exemptions must be renewed by application every three (3) years.
- 3.3 Applications are reviewed for completeness by the Finance Department and applicants are contacted for additional information if necessary.
- 3.4 Public notice will be given pursuant to *Section 94 and 227 of the Community Charter* prior to adoption of a taxation exemption bylaw.

- 3.5 Pursuant to the *Community Charter*, a permissive tax exemption bylaw will be presented to Council for consideration, approval and adoption prior to **October 31st**, as required.
- 3.6 Permissive tax exemptions previously granted by Council are subject to annual eligibility reviews to ensure that they continue to qualify for an exemption based on the most current available information at the time of the review.

Section 4 - Extent, Conditions and Penalties

- 4.1 Council may, at its discretion, reject any or all applications brought forward for consideration in any given year.
- 4.2 Permissive tax exemptions are subject to the City's budgetary constraints.
- 4.3 The following activities and circumstances will not be considered as eligible for exemption:
- Land/improvements used by private sector and/or organizations not meeting the eligibility criteria as outlined in Section 1 of this policy; and
 - Land/improvements used for commercial or for-profit activities by the non-profit organization.
- 4.4 It is the responsibility of any approved exempted organization to notify the City if significant changes occur with respect to the organization, ownership or principal use of property. An updated application may be required.
- 4.5 Council may impose penalties on an exempted organization for knowingly breaching conditions of exemption, including but not limited to:
- Revoking exemption without notice;
 - Disqualifying any future application for exemption for specific time period; or
 - Requiring repayment of monies equal to the foregone tax revenue.

Prepared by: Treasurer	Date: September 5, 1989
Approved by: Council	Date: June 8, 1992
Amendment Prepared by Director of Finance	
Approved by:	Date: August 28, 1995
Amendment	Date: September 2, 1997
Replaced - Approved by Council	Date: December 8, 1998
Replaced - Approved by Council	Date:

**Permissive Tax Exemption Application
For Taxation Year(s): 2020 - 2022**
GENERAL INFORMATION

Organization Name: _____

Date Established in Salmon Arm: _____

Mailing Address: _____

City: _____ Postal Code: _____

Primary Contact & Title: _____

Email: _____ Phone: _____

Secondary Contact & Title: _____

Email: _____ Phone: _____

PROPERTY INFORMATION

Civic Address: _____

Folio Number: _____ Legal Plan/Lot: _____

Registered Property Owner: _____

1. Is your organization the registered owner of the property?

- ☐ Yes
- ☐ No - If No, does the organization have a lease agreement with the City of Salmon Arm or other public authority and is it required to pay property taxes directly to the City of Salmon Arm or other public authority?
- ☐ Yes - If Yes, please attach a copy of the lease
- ☐ No - If No, is your organization a religious organization that has a lease agreement for the purpose of public worship and is required to pay property taxes directly to the City of Salmon Arm or to the owner of the property?
- ☐ Yes - If Yes, please attach a copy of the lease
- ☐ No - If No, not eligible for Permissive Tax Exemption

2. Does anyone live in the building(s) or on the property?

- ☐ No
- ☐ Yes

ORGANIZATION INFORMATION

3. Is your organization a Registered Charity or Non-Profit Society that is active and in good standing?
- ☐ No - If No, not eligible for a Permissive Tax Exemption
- ☐ Yes - If Yes, provide confirmation of charity status (CRA) or Certificate of Good Standing (BC Registry Services)
4. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?
- ☐ Yes
- ☐ No - If No, please explain:

5. Describe the goal(s) or purpose(s) of the organization:

6. How is the property used to accomplish the organization's goal(s) or purpose(s)?

Where space provided is insufficient, attach additional pages.

Permissive Tax Exemption Application

Size of membership, congregation, enrollment or Salmon Arm residents utilizing the property?

8. Describe the services and activities provided by your organization and how they provide a benefit to the community and/or members:

Are the services or programs offered by the organization widely available in the City? Is your organization competing against other local businesses providing the same recreational services or programs?

- ☐ No
☐ Yes - If Yes, not eligible for a Permissive Tax Exemption

10. Does the organization provide services or programs to people outside of the City of Salmon Arm?

- ☐ No
☐ Yes - If Yes, please indicate which services or programs are regional in nature:

SERVICES OR PROGRAMS	% OF TOTAL SERVICES OR PROGRAMS

Where space provided is insufficient, attach additional pages.

Permissive Tax Exemption Application

11. Does your organization have any 3rd party agreements including rentals or use of the building(s), parking lot(s), or services rendered? i.e. Daycare, For-Profit Business

- ☐ No
☐ Yes - If Yes, please indicate the following:

THIRD PARTY ORGANIZATION	TYPE OF ACTIVITY	AREA OF LEASED SPACE (sq. ft)	EXCLUSIVE USE LEASED SPACE (Y/N)	ANNUAL FEE CHARGED

12. Has the organization received grants from the City of Salmon Arm, Provincial or Federal Government, Regional Government, Crown Agencies, or other funding agencies in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant

- ☐ No
☐ Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

13. List all Agencies to whom a grant has been requested for the ensuing year, and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

14. Do you propose to turn a portion of the grant received to any other organization?

- ☐ No
☐ Yes - If Yes, not eligible for a Permissive Tax Exemption

Where space provided is insufficient, attach additional pages.

DECLARATION

I understand that all required information must be attached to this application to be considered for a permissive tax exemption and that additional information may be requested prior to consideration of this application.

I understand that if this application is approved in full or part, it is our organization's responsibility to contact the City of Salmon Arm if significant changes occur with respect to the organization, ownership or principal use of property.

I understand that the property use must be in compliance with all applicable municipal policies and bylaws.

I certify that I am an authorized signing officer of the organization and that the information provided in this application and supporting documentation is true and accurate to the best of my knowledge.

Authorized Signature: _____

Date: _____

Printed Name: _____

Position: _____

Knowingly submitting an application or information that is not true or accurate will result in loss of eligibility.

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Item 8.6

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application ALC-379 be authorized for submission to the Agricultural Land Commission.

[Balen, R.M. & B.M./ Browne Johnson Land Surveyors Ltd.; 6751 Lakeshore Road NE; Exclusion]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: February 13, 2019

Subject: Agricultural Land Commission Application No. ALC-379 (Exclusion)
ALC File No. 58075

Legal: LS 13 of Section 36, Township 20, Range 10, W6M, KDYD, Except Part Coloured
Red on Plan B662
Civic: 6751 Lakeshore Road NE
Owner: Balen, R.M. & B.M.
Agent: Browne Johnson Land Surveyors Ltd.

MOTION FOR CONSIDERATION

THAT: Agricultural Land Commission Application No. ALC-379 be authorized for submission to the Agricultural Land Commission.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 6751 Lakeshore Road NE as shown in APPENDIX 1. The property is approximately 16.2 ha in area with approximately 12.3 ha in the ALR.

The applicant is applying under Section 30 of the *Agricultural Land Commission (ALC) Act* to exclude a 0.108 ha (0.27 acre) narrow portion of land from the ALR along the ALR boundary in exchange for a 0.517 (1.28 acre) area to be included in the ALR (see site plan - APPENDIX 2). Documentation by the applicant's agent, agrologist and engineering consultant is attached as APPENDIX 3.

Ultimately, the purpose of this ALR exclusion application is to facilitate a one-lot subdivision and single family dwelling development on the proposed Remainder (the southern portion of land mostly outside of the ALR). If this application was to be approved by City Council and the ALC, the next step could be for the applicant to apply to the ALC for an ALR inclusion application under Section 17 of the Act (unless the ALC were to approve an inclusion without an application and concurrently with the proposed exclusion).

Furthermore, if the exclusion application was approved, the need for an ALC, Section 21, ALR Subdivision application would be negated as none of the proposed Remainder would be in the ALR. Currently the southeastern portion of the property where the access has been constructed is in the ALR.

BACKGROUND

The property is designated "Acreage Reserve" in the Official Community Plan (OCP), zoned Rural Holding (A-2) and mostly within the ALR (see maps - APPENDIX 4). Approximately $\frac{3}{4}$ of the lot is in the ALR with the southern $\frac{1}{4}$ portion situated outside the boundary. The land is mostly forested with rolling terrain throughout and is topographically constrained with steep slopes in the south west corner.

The ALR portion of the property may have been used for cattle grazing in the recent past; the application form indicates there are presently no agricultural uses occurring on the subject property.

Adjacent zoning and land uses include the following:

North: Rural Holding (A-2) / rural residential
 South: Small Holding (A-3) / rural residential
 East: Rural Holding (A-2) / Lakeshore Road
 West: Rural Holding (A-2) / rural residential

Improved Soil Classification

The area proposed for exclusion has an Improved Soil Capability Rating of 60% Class 2 and 40% Class 3, while the inclusion area is rated Class 6. Soil Classification mapping is attached as APPENDIX 5. Soil capability rating ranges from Class 1 to Class 7. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow a farmer to grow the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture. The agrologist's report in APPENDIX 3 provides a more detailed account of the land's agricultural capability in relation to the ALR boundary and rationale.

COMMENTS

Public

ALR Exclusion, Non-Farm Use and Subdivision applications are filed directly to the ALC. The City acts somewhat as a referral agency during the process. The ALC's application procedures for an exclusion of land require an applicant to undergo a public notification process at the start of the process with the ALC, before the City is referred the ALC application. The process includes posting a notification sign on the property, notifying adjacent land owners, and advertising the proposal in the local newspaper. Public notification is not required for an ALC Non-Farm Use or Subdivision application.

The City does not administer the notification process, except for an expectation by the ALC that the City receives the public input. This can create awkward situations, as was the case with this application, when the City receives public comments before staff or Council's knowledge of the application background.

Public comments and a petition for this application were received by the City in November 2018 (APPENDIX 6). In reply, the first correspondence attached in APPENDIX 3 dated January 22, 2019 was sent from the Agent to property owners residing within 100 m of the subject property and to those who otherwise signed the petition or wrote in letters.

Engineering Department

Subdivision / development would be subject to the Rural Standards of the Subdivision and Development Servicing Bylaw. Preliminary comments regarding servicing requirements for a potential subdivision are attached as APPENDIX 7.

Building Department

No concerns.

Fire Department

No concerns.

Agricultural Advisory Committee

This proposal was reviewed by the Agricultural Advisory Committee at its meeting of December 12, 2018 (minutes are attached as APPENDIX 8). In a 3/3 decision the following motion was DEFEATED:

THAT: the Agricultural Advisory Committee recommends to Council that it support the application for submission to the Agricultural Land Commission subject to straightening of the proposed boundary line.

The Committee discussed points including existing driveways, timing of the new driveway construction (prior to ALC approval), general subdivision processes, soil capability, reasons for not including an agrologist report, alignment of the proposed ALR boundary, and OCP policies in regards to subdivision. Note that since the December 12 Committee meeting, the application has been amended as follows:

The proposed area to be excluded is now 0.108 ha, previously the area was 0.221 ha;
 The proposed area to be included is now 0.517 ha, previously the area was 0.630 ha; and
 The application now includes an agrologist's report.

Planning Department

This application is for ALR exclusion with the ultimate intent leading to a future subdivision. The property is designated Acreage Reserve in the OCP. Relevant OCP Rural policies of are listed below:

- 7.3.2 Discourage additional development, particularly at urban densities, in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations.
- 7.3.3 Maintain or enhance the configuration and size of parcels designated Acreage Reserve, Salmon Valley Agriculture and Forest Reserve through boundary (lot line) adjustments and/or consolidations; rezoning, subdivision, and/or Agricultural Land Reserve exclusion applications are not encouraged.
- 7.3.4 Support adjusting the boundaries between the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations only on the basis of improved soil capability ratings.

Despite the above, OCP Policies 7.3.7 & 7.3.8 (APPENDIX 9) speak to circumstances when a "Subdivision for a Relative" under Section 514 of the *Local Government Act* (APPENDIX 10) may be considered by the City's Approving Officer. Note that under Section 514, the intention may include a "subdivision for the owner" and not necessarily for a relative.

If this exclusion application is approved, the applicant would then apply to the ALC for an ALR inclusion, unless the ALC decides to grant approval of an inclusion concurrently with this exclusion application.

CONCLUSION

This proposed ALR exclusion is one step in a process leading to a subdivision application in the rural area. The City's OCP policies generally discourage rural subdivisions. There are, however, two key considerations for staff at this point. The first is that the intended subdivision could meet criteria of Section 514 of the *Local Government Act*; Policies 7.3.7 & 7.3.8 of the OCP which offer some support of a subdivision under that scenario. Secondly, the impact to agriculture and quantity of ALR land under consideration are, in staff's opinion, very minimal. It is the opinion of staff that this application warrants consideration by the ALC.


 Reviewed by: Kevin Pearson, MCIP, RPP
 Director of Development Services

Location Map



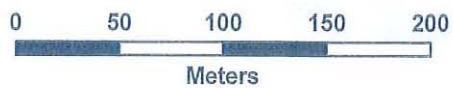
0 100 200 300 400

Meters



Subject Parcel

Orthophoto
(2016)



 Subject Parcel

Sketch Plan of Proposed Subdivision of Part of
Legal Subdivision 13 of Sec 36, Tp 20, R 10,
W6M, KDYD Except Part Coloured Red on Plan B662

Scale 1:2000

BCGS 82L.074

50 0

All distances are in metres.

The intended plot size of this plan is 560mm in width by 432mm in height (C size) when plotted at a scale of 1:2000

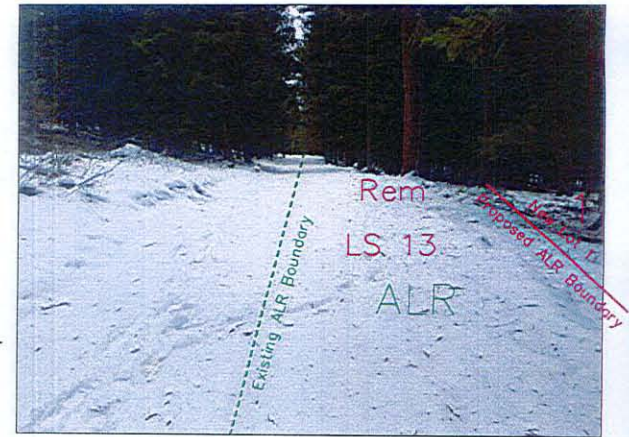
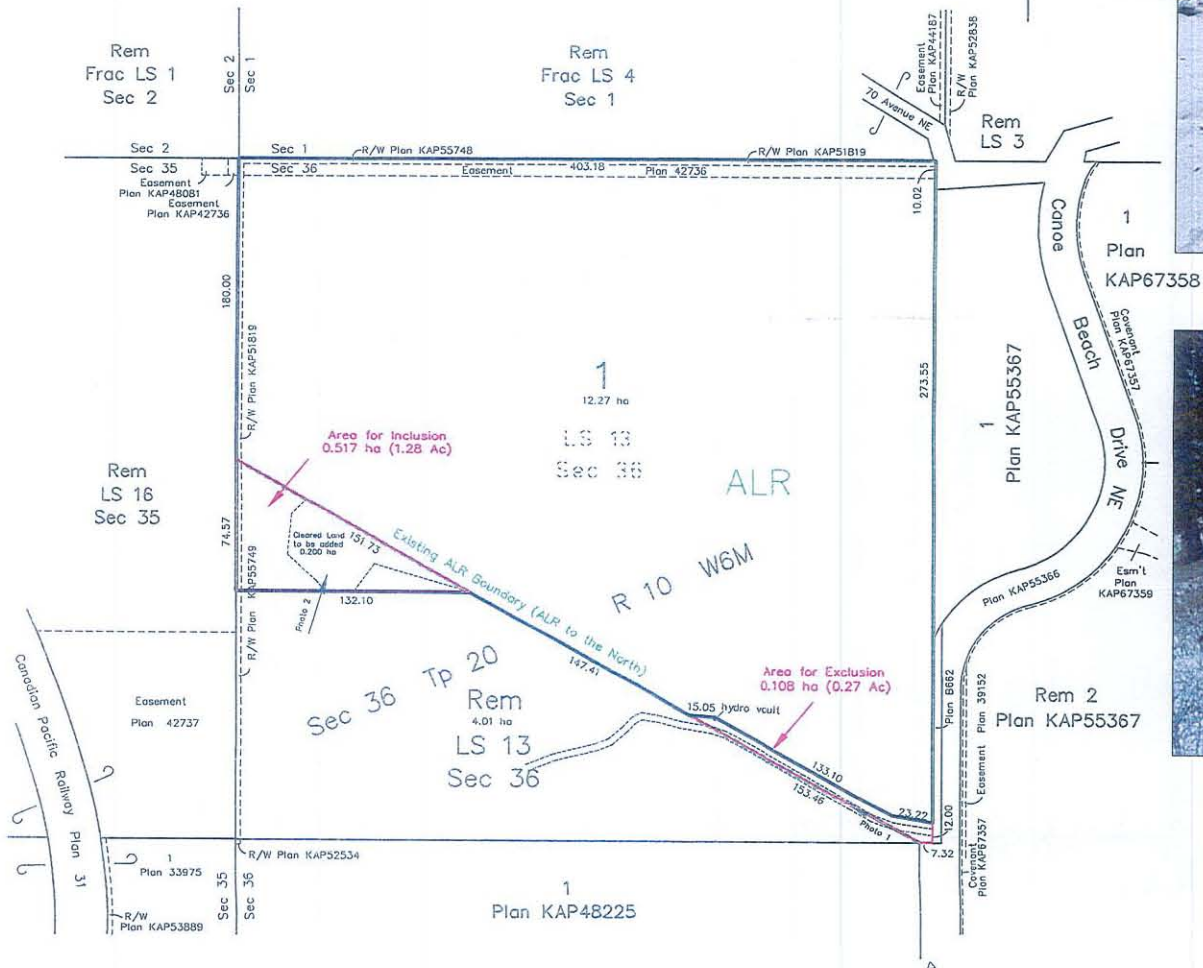


Photo 1



Photo 2

January 14, 2019

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
File: 87-18

OUR FILE: 87-18
ALC FILE: 58075

January 22, 2019

RE: PROPOSED AGRICULTURAL LAND RESERVE EXCLUSION, PROPOSED AGRICULTURAL LAND RESERVE INCLUSION AND POSSIBLE SUBDIVISION TO CREATE ONE LOT UNDER SECTION 514 OF THE LOCAL GOVERNMENT ACT AT 6691 LAKESHORE ROAD (ALC Application ID 58075)

To whom it may concern:

This information package has been sent to you because you have shown interest in this application or your property is within 100 metres of the parcel under application. This letter is not a statutory requirement, it is meant to provide clarity regarding this application and the proposed single lot subdivision. Please refer to the attached sketch plan for reference. To better view the sketch plan in detail, please use the following link to access a digital copy:

<https://brownejohnson.com/downloads/087-18sketch-Jan-14-19>

There are three applications necessary to complete this single lot subdivision:

1. Application to the Agricultural Land Commission (ALC) to exclude 0.108 ha (0.27 acres) of ALR lands to attach the land covered by the driveway to existing NON-ALR lands. It should be noted that as part of this application, the Okanagan Panel of the ALC will be conducting a site visit of the property to assess the merits of the application.
2. If Salmon Arm Council and the ALC approve the application to exclude the driveway lands, a second application to the ALC will be required to include 0.517 ha (1.28 acres) within the ALR. Approximately 0.200 ha (0.49 acres) of this inclusion area is arable and part of an existing clearing that would be part of the proposed new lot.
3. If the first application is successful and the ALC has received the second application, a subdivision application to the City of Salmon Arm will be submitted, based on the attached sketch plan.

The subdivision application would be submitted pursuant to Section 514 of the Local Government Act (LGA). This section allows the creation of a new parcel for the owner, the parent(s) of the owner, a child of the owner or a grandchild of the owner. In this case the 12.27

ha lot under application would be for the owner.

While a subdivision under Section 514 of the LGA is not required to conform to OCP or Zoning requirements, this proposal has taken into account the rural nature of the surrounding properties and neither the new lot nor the remainder are under 4 ha. The parcel size is consistent with the existing zoning requirements and with other parcels in the area.

There is little or no chance that the proposed 12.27 ha lot can be subdivided again using Section 514 of the LGA, as the ALC only allows for home site severance within ALR lands if the land has had a single, continuous owner since, December 1972.

The Remainder cannot be further subdivided under Section 514, as the City has a requirement that the parcel must be a minimum 8 ha in order to qualify for subdivision under this Section.

This proposal will not lead to further subdivision of the new lot or remainder.

It should be noted that ALR boundaries were not created by detailed on the ground procedures, but rather by interpreting aerial photographs and transferring the lines to maps.

The applicants are not professing that the lands to be excluded from the ALR are equal to the lands to be included. Although it does seem to make sense to keep the cleared lands within the inclusion area as part of the existing field and within the new lot proposed (see photo 2 of the sketch plan). As well, the cleared inclusion area would be roughly double the size of the land to be excluded.

The construction of the driveway and servicing may seem premature, although the driveway leads to what may be the most desirable building site on the entire property and will most likely be used for either a primary dwelling or carriage house, should the current proposal not move forward.

It should be noted that building a driveway across ALR lands is not against legislation or regulations. In this case, the driveway has been constructed in the logical location based on grade and local conditions, in order to gain access to the proposed building site.

Any questions or concerns about the information provided above can be directed to the contact listed below.

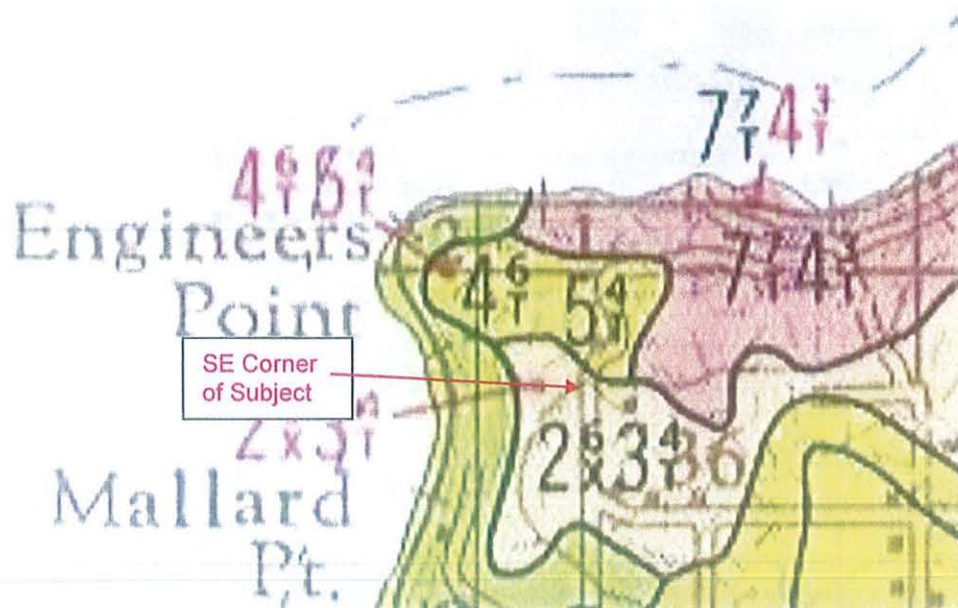
Joseph (Joe) C. Johnson, BCLS, CLS
Browne Johnson Land Surveyors
 Email: joe@brownejohnson.com
 Box 362 Salmon Arm, BC V1E 4N5
 250-832-9701 | brownejohnson.com
 Office: 201-371 Alexander St

2.0 The Exclusion

The purpose of the exclusion is to allow for the construction of a driveway to access the non ALR portion of the property. In effect, it shifts the ALR boundary slightly to the north. The shift is required to allow for access to Canoe Beach Drive.

The soil classification for this portion of the property is shown in Figure 2.

Figure 2: Canada Land Inventory Classification of Subject Area



It is interesting that the Pedologists who rated these soils considered that there would be no change in the range of crops expected from this landform from irrigation improvement (red printing vs black). Certainly, there would be an improvement of productivity considering that the area is moisture deficient.

The rating of 60% Class 2 with a variety of restrictions and 40% Class 3 limited by topography in this landform does not seem to conform to the boundary of the Agricultural Land Reserve.

The pit I dug along the boundary of the ALR as shown in Photograph 1. The ground is fairly level at this site. I note the soils are heavy with some stones in the profile.

There is a Water Licence for the property for 3,161 m³ or 2.5 acre-feet for the purpose of "Lawn, Fairway & Garden." The licence from Shuswap Lake would be sufficient for domestic purposes but would not be enough to irrigate the remainder of the parcel.

A photograph of the proposed shift of the ALR boundary is shown in Photograph 2.



Photograph 1: Soil Pit along ALR Boundary



Photograph 2: View of ALR Boundary Shift

3.0 The Inclusion

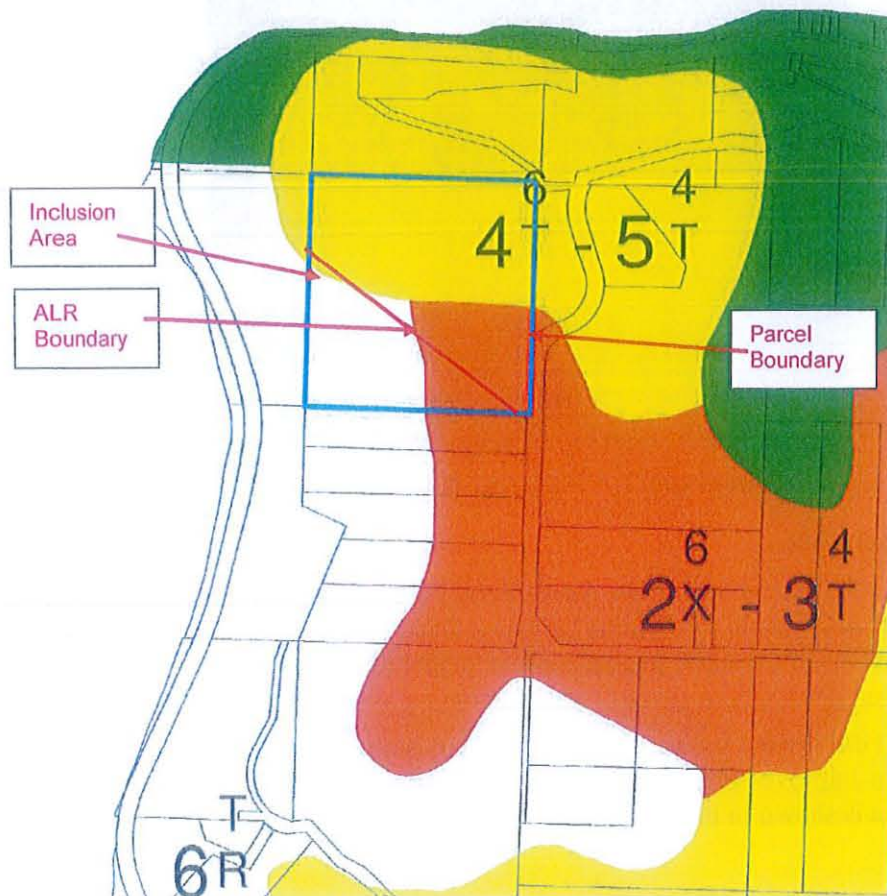
I note that after the amendment to the Agricultural Land Commission Act that land be no longer considered "suitable for farming" to be included in the ALR. Instead, the criteria is: "if the commission considers that an approval under this subsection carries out the intent of this Act."

Nevertheless, I did inspect the area proposed for inclusion. The site is shown in the City of Salmon Arm Improved Soil Classification map as shown in Figure 3. A photograph of a pit in the area is shown in Photograph 3.



Photograph 3: Soil Pit in Proposed Inclusion

Figure 3: CLI Improved Rating



In my opinion, the difficulty with the parcel is its slope with a good portion of the proposed area above 30%. This slope is above deemed suitable for farming and is consistent with the Canada Land Inventory rating of Class 6 limited by topography and rockiness.

While it is not considered suitable for farming, there is a great deal of Class 6 land in the province in the Agricultural Land Reserve. Mainly, that land has grazing capability that is associated with a livestock operation.

Photograph 3 taken in the area shows the rockiness and topography in the area. It also shows some grazing values in the land.

4.0 Summary and Conclusion

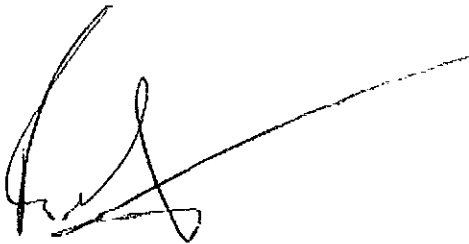
In my opinion, the soils around the ALR boundary at the South East corner of the parcel are homogenous. Therefore, the purpose of the exclusion application is to allow for a driveway access to the non-ALR land. This application, then, corrects a discretionary decision made when drafting the ALR boundaries.

By correcting a previous decision, shifting the boundary slightly to the north provides an overall benefit in the separation of ALR and non-ALR lands. The loss of 0.108 hectares or 0.27 acres is, in my opinion, a minimal cost to that benefit.

With regard to the included land, it is my opinion that the area is not suitable to being farmed due to the steep topography. However, it can be used for grazing along with the ALR land to the north. It would compensate the ALC for the other loss of ALR lands. I offer no opinion on that option.

I remain available to discuss my observations and opinions on this file.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'R.G. Holtby', with a long horizontal stroke extending to the right.

R.G. (Bob) Holtby, P.Ag.



PO Box 2590, 420A 4th Street NE
 Salmon Arm, BC, V1E 4R5
 Phone 250.832.8380

July 16th, 2018

Brown Johnson Land Surveyors
 201 – 371 Alexander Street NE
 Salmon Arm, BC

RE: Letter Regarding Driveway and Service Location

To whom it May Concern,

Franklin Engineering had been retained to manage the installation of a residential driveway access, City of Salmon Arm Water Service and water service line, BC Hydro electrical service, Telus Communication conduits, and Fortis gas service line.

This letter is a brief explanation as to why the driveway and services are located where they are, approximately along the ALR boundary.

Initial investigations showed the optimum location for the driveway would be along the toe of an increasingly rocky slope. Although some challenges still had to be overcome, this was in fact the best location for a driveway even though it basically straddles the ALR boundary line. All efforts were made towards keeping the driveway as high on the slope as practical.

Subsequent to the driveway installation, there were many more challenges with installation of the services. Particularly the water and power lines which require a specific depth of cover to be accepted by their respective regulatory bodies. The main challenge was depth of bedrock. As observed with driveway construction, the service trenches were increasingly pushed down slope, more into the ALR lands, to avoid the repeated outcroppings of bedrock. As it was, a large rock hammer and concrete cutting saws were used to achieve appropriate depths of cover.

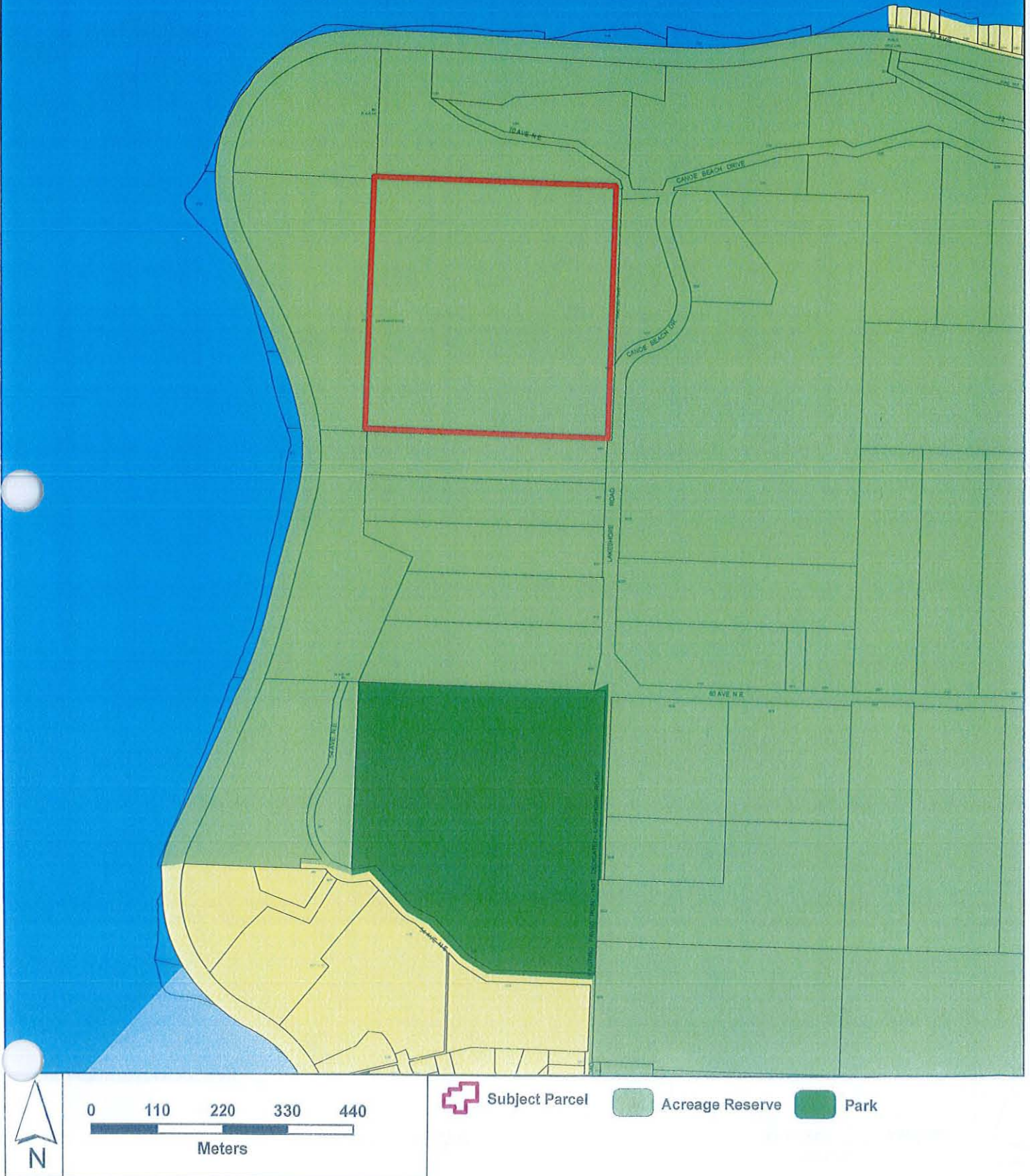
It is my professional opinion that the services and driveway could not have been located further up the slope without substantial rock blasting and major cutting and filling of cross slopes which would have rendered the surrounding areas less usable.

Sincerely,

 A handwritten signature in black ink is written over a circular professional seal. The seal contains the text 'PROFESSIONAL ENGINEER', 'PROVINCE OF BRITISH COLUMBIA', and the number '# 34134'. Below the seal, the name 'Jayme Franklin, P.Eng.' is printed.

Jayme Franklin, P.Eng.

Official Community Plan
Land Use Designation



Subject Parcel



Acreage Reserve



Park

Zoning Map

P-1

C-5

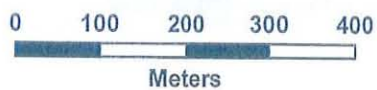
R-3

A-2

A-3

A-3

R-1



Subject Parcel



Park and Recreation



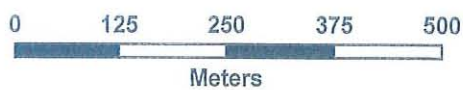
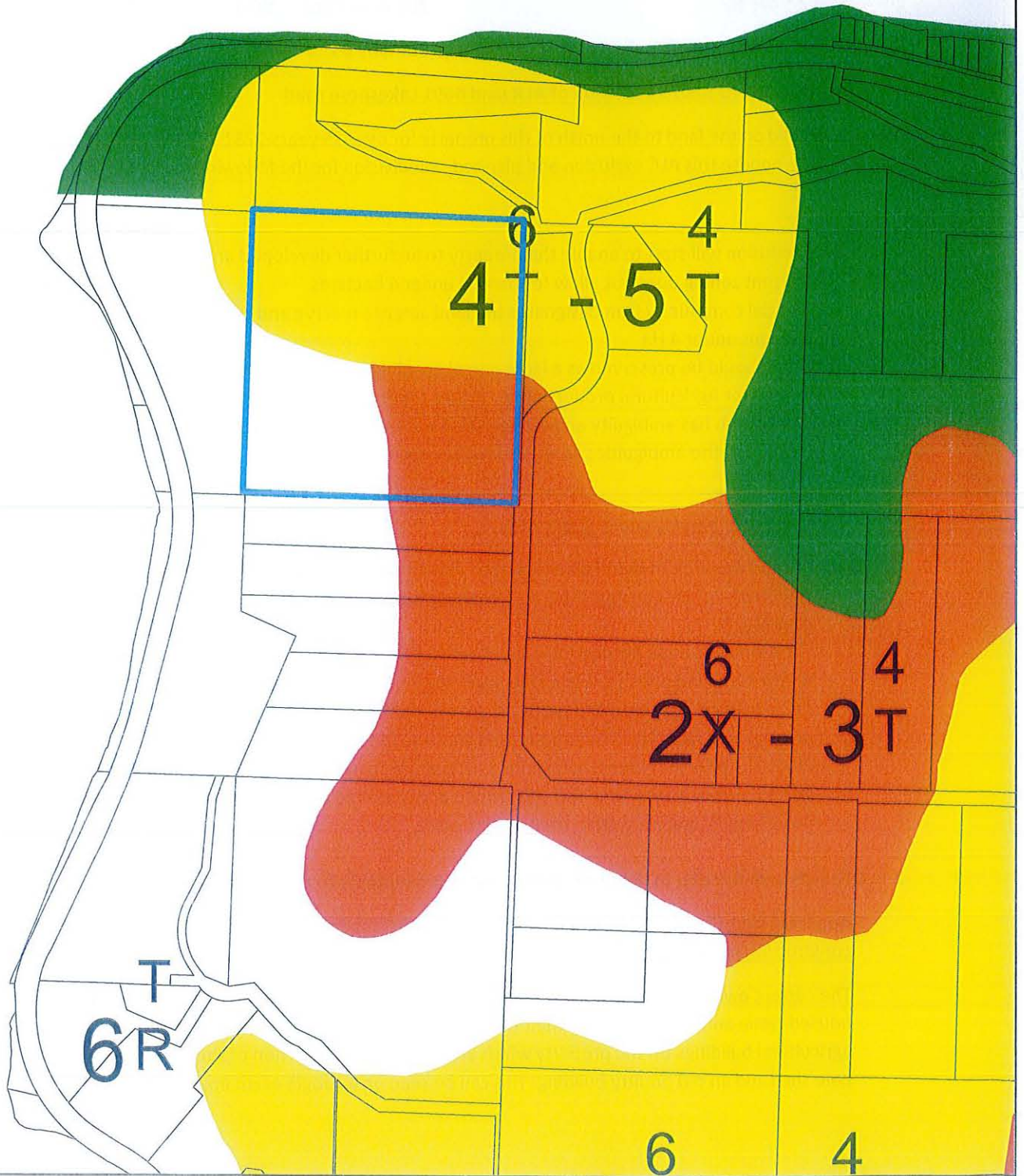
Institutional



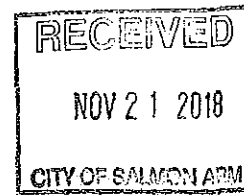
Rural Holding



Improved Soil Classification



	Class 1		Class 4		Class 7
	Class 2		Class 5		Subject Parcel
	Class 3		Class 6		



To Mayor and Council

City of Salmon Arm

Box 40 500 2nd Ave NE

Salmon Arm B.C., V1E4P9

Agricultural Land commission

201-4940 Canada Way

Burnaby B.C. V5G4K6

RE: ALC Application ID 58075 Exclusion of ALR land 6691 Lakeshore road

We have resided on the land to the north of this property for over 25 years 1281 70th Ave NE Salmon Arm, B.C. . We oppose this ALC exclusion and planned subdivision for the following reasons

1. This exclusion will start to enable the property to be further developed and subdivided
2. The current zoning does not allow for parcels under 4 hectares
3. The Official community Plan designates the land acreage reserve and does not plan for subdivisions under 4 Ha
4. This land should be preserved as a large parcel enabling it to have a house site and keep the rest of the land for Agricultural production for future generations.
5. The application has ambiguity and exaggerated Statements. Below are the comments and clarification of the ambiguities as we understand them.

Current Use of parcels under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel.

Applicant states "The parcel has lots of steep topography and forested areas with some clearings."

This land has been farmed for over 75 years prior to the current ownership. This is rare bench farm land above a warm lake providing ideal orchard conditions with late frost. The ALR portion is not steep and easily used for orchards or pasture. There was a Cherry tree orchard with over 40 trees and the land was also fenced and housed cattle and horses until 2012. The present owners have now removed the cherry tree Orchard and allowed fences to go into disrepair. The land also was owned and operated as Part of Palloranta Nursery and had a large irrigation system from the lake to it.

2. Quantify and describe in detail all agricultural improvements to the property.

Applicant states "there is no agricultural improvements made to the parcel, but greenhouse pad construction has started"

The current owner has removed 40 + tree cherry orchard and also removed fencing (which housed cattle and horses) during their ownership of the land . There are also 3 former agricultural buildings on the property which are on the eastern portion of the property A barn, a pole shed and an old poultry building. This can be seen on a google earth image.

3. **Quantify and describe all non-agricultural uses that currently take place on the parcels**

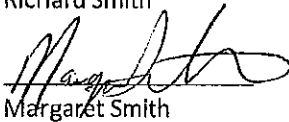
Applicant states "There are two driveways entering the property the south driveway off lakeshore is the proposed access for the proposed new lot that the client is looking to create. The driveway to the North is the access to the proposed remainder."

The applicant has failed to mention a third road on the north side of the property. There are now already 3 roads into this property using ALR land. They have also not mentioned the heavy equipment storage in the form of dump trucks , road packers, several sea Cans (more than 6)and miscellaneous discarded house parts and other debris being stored .

4. The applicant has failed to disclose an interest in other parcels of land in Salmon Arm. The owners are involved in ownership of Byersview Subdivision a 27-lot subdivision in Salmon Arm located North east of the junction of 10 St. SE and 20 Ave SE Salmon Arm
5. The owners place their address at 6751 Lakeshore Road NE Salmon Arm but after over 6 years of living there still are driving vehicles with Alberta licence plates. Is this the correct address of the applicant or is it Alberta?
6. The Sketch plan given appears to have the south driveway headed north west where the reality is the driveway heads due west off lakeshore road for a distance.
7. The existing nearby properties have a rural lifestyle with large agricultural acreages conducive to orcharding and other farming activities Small parcels are not currently zoned or in the OCP
8. We also oppose this property being subdivided for a family member under Section 546 of the highways act if that is the direction of this subdivision. Some of the improvements to date in the south corner have been paid for by a local engineer Jaime Franklin who is a business partner of the applicant. This appears to be a provision for a homesite for himself as was stated by Mr. Franklin to many locals in the last year.



Richard Smith



Margaret Smith



Mitchell B Smith

To Mayor + Council

City of Salmon Arm

Box 40 500 2nd Ave NE

Salmon Arm B.C., V1E4P9

Agricultural Land commission

201-4940 Canada Way

Burnaby B.C. V5G4K6

RE: ALC Application ID 58075 Exclusion of ALR land 6691 Lakeshore road

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Applicant states" there is no agricultural improvements made to the parcel, but greenhouse pad construction has started"

The current owner has removed cherry orchard and allowed disrepair and also removed fencing during their ownership of the land . There is also 3 former agricultural buildings on the property which are on the eastern portion of the property A barn, a pole shed and an old poultry building. the land had prior to current owner over 40 cherry trees and was fenced and held horses and cattle.

3. **Quantify and describe all non-agricultural uses that currently take place on the parcels**

Applicant states "There are two driveways entering the property the south driveway off lakeshore is the proposed access for the proposed new lot that the client is looking to create. The driveway to the North is the access to the proposed remainder."


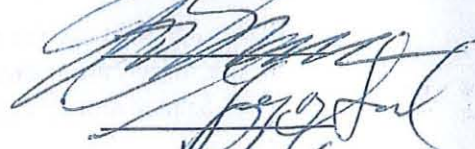



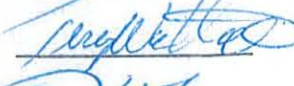

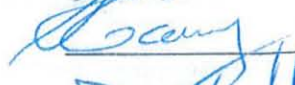



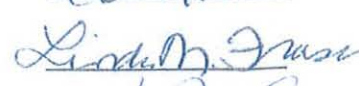

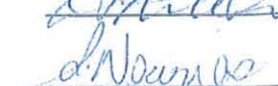
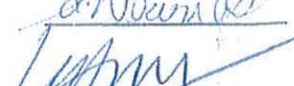




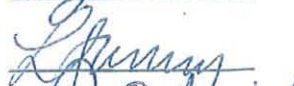

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heavy equipment storage in the form of dump trucks , road packers, several sea Cans >6 and miscellaneous discarded house parts and other debris being stored .

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5. The owners place their address at 6751 Lakeshore road NE Salmon Arm but after over 6 years of living there still are driving vehicles with Alberta Registration and licence plate. Is this the correct address of the applicant?
6. The Sketch plan given appears to have the south driveway headed north west where the reality is the driveway heads due west off lakeshore road.
7. The existing ^{surrounding} properties have enjoyed a rural lifestyle and paid taxes to enjoy this We the below oppose a subdivision contrary to the OCP and current zoning . We have bought in this area to live in a rural lifestyle with large acreages nearby. Small parcels are not currently zoned or in the OCP and we would like it to stay this way.
8. We also oppose this property being subdivided for a family member as the improvements to date in the south corner have been partially paid for by a local engineer Jaime Franklin in provision for a homesite for himself.

Name	Address	Signature
KATHLEEN A. JOHNSON	6321 LAKESHORE RD NE	[Signature]
Kim Brewer	1600 Canoe Beach Dr.	[Signature]
Dick Smith	1790 24 th ST NE	[Signature]
Maurice Smith	" "	[Signature]
Dan Smith	691-8th Ave NE	[Signature]
GARY WEICKER	4850 46 th St NE	[Signature]
Roger Houle	1410 9 th Ave SE	[Signature]

Dave Barnard

Name	Address	Signature
_____	_____	_____
Jan Johnson	5290 117th St.	
Greg Seed	5170 117th St NE	
SHARON FABRE	1961 15th St SE	
	801 8th AVE NE	
Tom Arrowsmith	3161 Okanagan Avenue	
David Wallenstein	440 10th St SW	
Terry Wallenstein	440 10th St SW	
Ken Fraser	2681 30th St NE	
Susan Cawsey	2681 30th St NE	
David Maxwell	2130 22 St NE	
Cole Smith	1281 70th Ave NE	
GLEN RICHIE	1120 54th Ave NE	
LINDA FRASER	940-54th Ave NE	
Henriette Ritchie	1120 54th Ave NE	
J. Newnham	2361-60 Ave NE	
Ilmarin Welter	2499 G St NE	
Eryn Sutherland	2700 65th Ave NE	
Bence Scotland	2700 65th Ave NE	
LEE JOHNSON	6250 30 St NE	
Lesley Gurney	2870-60th Ave NE	
Marianne Schmid	5920 30th St NE	
Albert Schmid	5920 30th St NE	

Name	Address	Signature
<u>R.M. Liebich</u>	<u>2581-60 Ave. N.E.</u>	<u>R.M. Liebich</u>
<u>L.W. Johnson</u>	<u>2570 65 Ave NB.</u>	<u>[Signature]</u>
<u>Joyce Johnson</u>	<u>2570 65th Ave NE</u>	<u>Joyce Johnson</u>
<u>Mary Preston</u> <u>Mary [Signature]</u>	<u>2475 65th Ave NE</u>	<u>[Signature]</u>
<u>Cheryl Johnson</u>	<u>6250 30th St NE</u>	<u>[Signature]</u>
<u>Judith Murray</u>	<u>2180 60 Ave NE</u>	<u>Judith Murray</u>
<u>Blaine Carson</u>	<u>2180 60th Ave NE</u>	<u>Blaine Carson</u>
<u>Lelaine Puhos</u>	<u>2061 60th Ave NE</u>	<u>[Signature]</u>
<u>Sabine Constant</u>	<u>2060-60th Ave NE</u>	<u>[Signature]</u>
<u>Winfried Warstel</u>	<u>2060-60th Ave NE</u>	<u>W. Warstel</u>
<u>Jonah Ramsay</u>	<u>5190 Lakeshore Road</u>	<u>[Signature]</u>
<u>Leah Ramsay</u>	<u>5190 Lakeshore Rd</u>	<u>[Signature]</u>
<u>[Signature]</u>		
<u>Dave Ramsay</u>	<u>5150 Lakeshore Rd.</u>	<u>[Signature]</u>
<u>Lawrence</u>	<u>1630 60 Ave NE</u>	<u>[Signature]</u>

Name
Peter Robinson

Address
Box 714 SA

Signature


Damon Brunwald

2780 17th St NE SA



Danielle Brunwald

2780 17th St NE Salmon Arm



Lori Roy

1630-60th St NE SA



Allan Bahen & Anne Lockington

November 20, 2018

6431 Lakeshore Road NE

Salmon Arm BC V1E 2M5

City of Salmon Arm BC

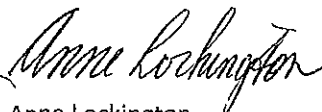
RE Exclusion Application Regarding Land in the ALR by Robert & Beryle Balen 6751 Lakeshore Rd.

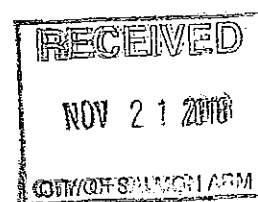
We live on the same side of Lakeshore Road two properties south of the 40 acre former church property that the Balen's own and have made this Exclusion Application on. I am concerned that a road, some services and a building site have been cleared and constructed on the non ALR portion of this property for another family and that some portion of those "Works" have been constructed on ALR land. This Exclusion Application is an legal attempt to right a wrong. We believe the work was done in disregard to the ALR boundary and the parties should have known better. The Exclusion Application should have been made and approved before the "Works" were constructed. Mr. Balen seems to have an adversarial relationship with some of his neighbours, specifically Richard Smith.

Our bigger fear is that this is the first step in the Balen's attempt to exclude the remainder of the parcel from the ALR for the purpose of building a subdivision which we would be opposed to. There are a lot of areas closer in to the city core to infill first. The properties in this area are mostly larger acreages.

Yours,

Allan Bahen


Anne Lockington





Jim and Marcia Beckner
1310-54th Ave. NE
Salmon Arm, BC
V1E 3P5
250-832-3534

November 23, 2018
City of Salmon Arm

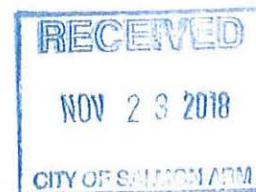
Dear Mayor, Councillors ,and Planning Committee,

With regards to the ALR exclusion for the property located at 6691 Lakeshore Road N.E. Salmon Arm BC [PID3007-479-890] submitted by Mark and Beryle Balen application to remove a portion of the land from the ALR. This property is comprised of both ALR and non ALR classification. I don't understand why there should be an allowance to reduce the ALR portion. The applicant is offering to exchange non-ALR land for what they consider to be ALR land; however, the land commission has assessed it and determined it to be non-agricultural. I trust the Authorities that gave it this designation and this should not be overturned. To allow this application to pass we believe sets a precedent for further applications to erode the ALR area of this property. Therefore we are opposed to this application to diminish the arable land of this property.

We have lived in the neighbourhood of this farm property for 38 years and remember it when it had fruit trees and livestock. Its farm potential use, as such, appears to have been neglected. However, we did know it as a farm and we believe the ALR classified ground should not be eroded for reasons of neglect. This is not justification for future non-agricultural development. We have precious little ALR land in our community and province, and we must be vigilant to preserve it.

Sincerely yours,

Jim Beckner/Marcia Beckner

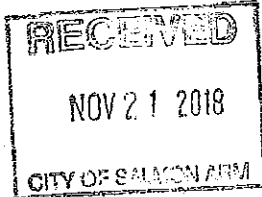


To Mayor and Council

Attached is a signed 47 name signed petition in opposition for the ALR land swap and subsequent Subdivision. Please note 24 of 47 signatures are within 1 km of the above-named property signed by landowners or their families. Several Nearby landowners not on this petition chose to write in their own letter.

Thank you

The Landowners of North Broadview area Salmon Arm, B. C.



CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 08 February 2019
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Balen, R. M. & B. M., 6751 Lakeshore Road NE, Salmon Arm, BC V1E 2M5
 AGENT: Browne Johnson Land Surveyors, Box 362, Salmon Arm, BC V1E 4N5
 SUBJECT: AGRICULTURAL LAND COMMISSION APPLICATION NO. ALC-379
 LEGAL: LS 13 of Section 36, Township 20, Range 10, W6M, KDYD, Except Part Coloured Red on Plan B662
 CIVIC: 6691 Lakeshore Road NE
 ASSOCIATED: n/a
 PREVIOUS: n/a

Further to your referral dated 12 December 2018, the Engineering Department has no objection to the proposed application to exclude this property from the ALR.

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

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 4163. 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 electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures may be required at time 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.

ALC APPLICATION FILE: ALC-379**08 February 2019**Page 2

8. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
9. 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.

Roads / Access:

1. Lakeshore Road NE, on the subject properties Eastern boundary, is designated as a Rural Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 4.825m of additional road dedication is required (to be confirmed by a BCLS).
2. Lakeshore Road NE is currently constructed to an Interim Rural Paved Road standard. Upgrading to a Rural Paved Road Standard is required, in accordance with Specification Drawing No. RD-7. Upgrading may include, but is not limited to, road widening and construction, ditching, boulevard construction and fire hydrants. Owner / Developer is responsible for all associated costs.

Water:

1. The subject property fronts a 450mm diameter Zone 1 watermain on the North and West property lines. There is an existing 150mm diameter Zone 3 watermain on Lakeshore Road NE which terminates at the southern boundary of the property. This Zone 3 watermain will require extending across the frontage of the subject property on Lakeshore Road NE; approximately 120m.
2. The proposed and remainder lots 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. Water meters will be supplied by the City at the time of building permits, at the Owner / Developer's cost.
3. Records indicate that the property currently has one 50mm service from the 150mm diameter watermain on Lakeshore Road NE which would be a suitable location for the proposed lot. The remainder lot is currently not serviced with a water service. The City discourages water services to empty lots with no immediate plans to develop. Therefore either a cash-in-lieu payment shall be made for the future installation of the service or a covenant shall be placed on title specifying no further development until the lot is fully serviced. Owner / Developer is responsible for all associated costs.

ALC APPLICATION FILE: ALC-379**08 February 2019****Page 3**

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 Low Density spacing requirements of 300 meters.

Sanitary:

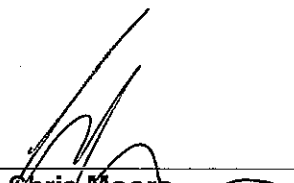

1. The site does not front on a City of Salmon Arm sanitary sewer system. Subject to the required approvals from Interior Health Authority, private on-site disposal systems will be required for each lot.

Drainage:

1. The site does not front on an enclosed storm sewer system. Site drainage will be by an Overland and / or Ground Discharge system. Drainage issues related to development to be addressed at time of Building Permit application to meet requirements of Building Inspection Department.

Geotechnical:

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


Chris Moore
Engineering Assistant
Jenn Wilson P.Eng., LEED® AP
City Engineer

CITY OF SALMON ARM

Minutes of the Agricultural Advisory Committee (AAC) Meeting held in Room 100 of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Wednesday, December 12, 2018** at 3:00 p.m.

PRESENT:

Councillor Tim Lavery, Chair
 James Olafson
 Don Syme
 Ron Ganert
 John McLeod
 James Hanna
 Joe Johnson, agent (Item 6.1)
 Jayme Franklin – agent (Item 6.1)
 Kevin Pearson, Director of Development Services – staff (non-voting)
 Wesley Miles, Planning & Development Officer – staff/recorder (non-voting)

ABSENT: Lana Fitt, John Schut

The meeting was called to order at 3:00 p.m.

1. **Introductions**
2. **Presentations**
3. **Approval of Agenda and Additional Items**

Late item added to "New Business" to discuss food policy/security for the City.

4. **Approval of Minutes**
5. **Old Business / Arising from minutes**
6. **New Business**

1. **Agricultural Land Reserve Applicant No. ALC-379 (Exclusion)**
6691 Lakeshore Road NE
Owner: Mark and Maureen Balen
Applicant: Brown Johnson Land Surveyors Ltd.

Moved: James Hanna
 Seconded: Don Syme

THAT: the Agricultural Advisory Committee recommends to Council that it support the application for submission to the Agricultural Land Commission subject to straightening of the proposed boundary line.

DEFEATED

James Olafson, John McLeod, Ron Ganert Opposed

Staff provided a brief overview of the application. The agent described the exclusion and land swap proposal for the purpose of subdividing a 4 ha parcel from the subject property. The Committee discussed points including existing driveways, timing of driveway construction, general subdivision process, soil capability, reasons for not including an agrologist report, shape of the proposed ALR boundary, and OCP policies in regards to subdivision. In general, the Committee's opinion was split for the application with concerns of the overall merits of the process, exclusion/inclusion of ALR land and subdivision of the subject property.

2. Bill 52 - Agricultural Land Commission Amendment Act, 2018 - FOR DISCUSSION

Staff provided a general overview of the potential ramifications of Bill 52 and the changes to the ALC Act and Regulations.

3. Food Policy/Security

It was recommended by a Committee Member that a future agenda item involve food policy and security for the City of Salmon Arm. Items such as a committee task force and the City's previous agricultural plan were discussed.

7. Other Business &/ or Roundtable Updates

8. Next Meeting - Wednesday, January 16, 2019

9. The meeting adjourned at 4:13 p.m.



(Endorsed By Meeting Chair)

7.3 Rural and Agriculture Policies

General Policies

- 7.3.1 Acreage Reserve, Salmon Valley Agriculture and Forest Reserve areas are designated on Map A-1 Land Use.
- 7.3.2 Discourage additional development, particularly at urban densities, in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations.
- 7.3.3 Maintain or enhance the configuration and size of parcels designated Acreage Reserve, Salmon Valley Agriculture and Forest Reserve through boundary (lot line) adjustments and/or consolidations; rezoning, subdivision and/or Agricultural Land Reserve exclusion applications are not encouraged.
- 7.3.4 Support adjusting the boundaries between the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations only on the basis of improved soil capability ratings.
- 7.3.5 Support boundary (lot line) adjustments which bring lot sizes more in compliance with the regulations of the City's Zoning Bylaw throughout the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations. Boundary adjustments should not add to the degree of non-conformity of any lot.
- 7.3.6 Notwithstanding policies 7.3.3, 7.3.4, and 7.3.5, consider subdivision or boundary realignments that facilitate public ownership of a park or greenway.
- 7.3.7 ALC applications to subdivide land in the ALR under Section 946 (Subdivision to Provide Residence for a Relative) of the *Local Government Act*, should not be supported for parcels less than 8.0 ha.
- 7.3.8 Applications to subdivide land outside the ALR, under Section 946 of the *Local Government Act* (Subdivision to Provide Residence for a Relative), may be supported on parcels greater than 8.0 ha, as outlined in the City's Zoning Bylaw.
- 7.3.9 Home-based businesses are supported in the Acreage Reserve, Salmon Valley Agriculture and Forest Reserve designations subject to relevant zoning, licensing and ALC Regulations.
- 7.3.10 Municipal utilities in the Forest Reserve, Salmon Valley Agriculture and Acreage Reserve designations should not exceed the existing standard or be extended, except for the municipal water system outlined in Policy 13.3.15.



- 514** (1) If the requirements of this section are met, an approving officer may approve the subdivision of a parcel of land that would otherwise be prevented from subdivision by a provision of
- (a) a bylaw under this Act, other than a bylaw under subsection (4), that establishes a minimum parcel size, or
 - (b) a regulation under the *Local Services Act* that establishes a minimum parcel size.
- (2) An application for subdivision of a parcel under this section may be made only if all the following requirements are met:
- (a) the person making the application has owned the parcel for at least 5 years before making the application;
 - (b) the application is made for the purpose of providing a separate residence for
 - (i) the owner,
 - (ii) a parent of the owner or of the owner's spouse,
 - (iii) the owner's child or the spouse of the owner's child, or
 - (iv) the owner's grandchild;
 - (c) the proposed subdivision is not a subdivision that an approving officer is prevented from approving by subsection (3).
- (3) Despite subsection (1), an approving officer must not approve a subdivision under this section in any of the following circumstances:
- (a) if
 - (i) the parcel proposed to be subdivided is classified as farm land for assessment and taxation purposes, and
 - (ii) after creation of the parcel subdivided for the purpose of providing a residence as stated in subsection (2) (b), the remainder of the parcel proposed to be subdivided would be less than 2 hectares;
 - (b) if the parcel proposed to be subdivided
 - (i) is not within an agricultural land reserve established under the *Agricultural Land Commission Act*, and
 - (ii) was created by subdivision under this section, including subdivision under section 996 of the *Municipal Act*, R.S.B.C. 1979, c. 290, as it read before it was repealed and replaced by section 13 of the *Municipal Amendment Act (No. 2)*, 1989;
 - (c) if the parcel proposed to be subdivided
 - (i) is within an agricultural land reserve established under the *Agricultural Land Commission Act*, and
 - (ii) was within the previous 5 years created by subdivision under this section, including subdivision under section 996 of the *Municipal Act*, R.S.B.C. 1979, c. 290, as it read before it was repealed and

- (4) Subject to subsections (5) and (6), a local government may, by bylaw, establish the minimum size for a parcel that may be subdivided under this section, and different sizes may be specified for different areas specified in the bylaw.
- (5) A bylaw under subsection (4) does not apply to land within an agricultural land reserve established under the *Agricultural Land Commission Act*, with the exception of land to which section 23 (1) or (2) [restrictions on use of agricultural land] of that Act applies.
- (6) Any parcel created by subdivision under this section must be at least 1 hectare unless a smaller area, in no case less than 2 500 m², is approved by the medical health officer.
- (7) For 5 years after subdivision under this section, unless the applicable use is changed by bylaw,
 - (a) the use of the parcel subdivided for the purpose of providing a residence as stated in subsection (2) (b) must be residential use only, and
 - (b) the use of the remainder of the original parcel must not be changed from the use of the original parcel.
- (8) For a parcel of land that is not within an agricultural land reserve established under the *Agricultural Land Commission Act*, or that is within such a reserve but is land to which section 23 (1) or (2) of that Act applies, approval of subdivision under this section may be given only on the condition that
 - (a) the owner of the original parcel covenants with the local government, in respect of each of the parcels being created by the subdivision, that the parcel
 - (i) will be used as required by subsection (7) of this section, and
 - (ii) will not be subdivided under this section, and
 - (b) the covenants referred to in paragraph (a) be registered under section 219 of the *Land Title Act* at the same time that application is made to deposit the subdivision plan.
- (9) If a subdivision referred to in subsection (8) is approved, the approving officer must state on the note of approval required by section 88 of the *Land Title Act* that the approval is subject to conditions established by subsection (8).

From: Joe Johnson
Sent: February 20, 2019 7:42 AM
To: Carl Bannister
Cc: Kevin Pearson
Subject: RE: Balen ALC Application

Hi Carl,

Further to my email below, the owner asked me to point out "that the planner at the ALC said for us to apply for the exclusion as ALC does not like having ALR attached to a property when the ALR portion is insignificant like it is in this case which just causes administration problems for ALC going forward."

Thanks,

Joe

Joseph (Joe) C. Johnson, *BCLS, CLS*
Browne Johnson Land Surveyors
 Box 362 201-371 Alexander St
 Salmon Arm, BC V1E 4N5
 250-832-9701 | brownejohnson.com



Providing Professional Services Since 1961

From: Joe Johnson
Sent: Tuesday, February 19, 2019 1:53 PM
To: 'Carl Bannister'
Cc: Kevin Pearson
Subject: Balen ALC Application

Hi Carl,

I have a bit more information to pass onto the Mayor and Council, I am hoping you can pass the following along to them.

Thank you,

Joe

Mayor and Council,

This application could have proceeded as an application to the ALC proposing to create the new lot and leave the remainder (4 ha) as having a small portion of ALR within its boundaries.

It is my opinion, that this would have eliminated the concern of an exclusion application not being supported by the OCP.

It was felt that a better solution would be for the remainder (4 ha) to be entirely out of the ALR and that the portion of the field (pasture) severed by the ALR boundary, be kept with the main part of the field to the north, and part of the ALR.

I am available to answer any questions or clarify the above.

Thank you for your consideration of this additional information.

Kind regards,

Joe

Joseph (Joe) C. Johnson, *BCLS, CLS*
Browne Johnson Land Surveyors
 Box 362 201-371 Alexander St
 Salmon Arm, BC V1E 4N5
 250-832-9701 | brownejohnson.com

Item 8.7

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council adopt and use the Salmon Arm Small City, Big Ideas Official Mark.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

**CITY OF
SALMON ARM**

TO: His Worship Mayor Harrison and Council

DATE: February 20, 2019

SUBJECT: Official Mark

RECOMMENDATION:

THAT: Council adopt and use the Salmon Arm Small City, Big Ideas Official Mark.

BACKGROUND:

At the January 14, 2019 Regular Council Meeting the following Resolution was adopted:

THAT: Council direct staff to work with SAEDS to file an Official Mark notice under the Trade-marks Act as outlined in the letter from L. Fitt, Economic Development Manager dated January 4, 2019, subject to the Salmon Arm Economic Development Society being responsible for all associated costs of filing an Official Mark and brand oversight through a service agreement.

The legal process to file the official mark notice is now underway and staff have been advised that one of the statutory requirements is a Council Resolution that empowers the City to adopt and use the Official Mark, which will be registered as Salmon Arm Small City, Big Ideas.

Additional criteria include demonstrated use of the official mark on letterhead, business cards, website and other print materials. As such, staff have been working on the design and implementation of these items.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

Item 8.8

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council support in principle the Checkout Shopping Bag Regulation Bylaw No. 4297;

AND THAT: staff be directed to proceed with the engagement process as outlined in the staff report dated February 7, 2019.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Council
DATE: February 7, 2019
FROM: Carl Bannister, Chief Administrative Officer
PREPARED BY: Caylee Simmons, Executive Assistant
SUBJECT: Checkout Shopping Bag Regulation Bylaw No. 4297

Recommendation:

For direction of Council.

Background:

At the Monday, December 10, 2018 Regular Meeting Council directed staff to prepare a report that includes a draft bylaw, a recommended stakeholder engagement process and a draft communication plan for the prohibition of single-use plastic shopping bags in the City of Salmon Arm, to be implemented in conjunction with the proposed July 1, 2019 curbside organic pick-up program.

There are many municipalities that are regulating the use of single-use shopping bags in an effort to reduce the negative environmental impact and encourage a more sustainable lifestyle. The magnitude of single-use plastic bag waste remains a concern for many municipalities due to the risks they pose to waste operations and landfills. However, global oceanic health concerns are also fueling the movement to ban single-use plastic bags.

The City of Victoria banned plastic checkout shopping bags and adopted Checkout Bag Regulation Bylaw No. 18-008 in January 2018. The bylaw regulates the use of single-use plastic bags in the City and came in to force July 2018. The bylaw then transitioned on January 1, 2019 to increase mandatory fees for reusable bags and implement penalties for non compliance. The Canadian Plastic Bag Association (the "CPBA") challenged Victoria's bylaw at the BC Supreme Court on the basis that the City had no power to enact the ban as it was an environmental regulation that required provincial approval¹. The courts ruled in favour of the City on June 19, 2018 and concluded that the Victoria Council's decision to implement the ban was based on the impact of plastic bags on municipal facilities and services and on the regulation of business. The CPBA filed a Notice of Appeal in July 2018.

¹ Sabrina Spencer, Young Anderson Barristers & Solicitors. July 9, 2018. It's in the Bag (For Now): BC Supreme Court Upholds Victoria's Ban on Single-Use Plastic Bags

It may be advisable for Council to wait for the outcome of this appeal before proceeding as it is not uncommon for the Court of Appeal to overturn or amend a ruling of the Supreme Court, the court below.

Analysis:

The City of Salmon Arm has continually worked to reduce waste in the landfill; most recently waste containers, including garbage, depositable plastic bottles and mixed recyclables, have been installed in eight downtown locations in an effort to decrease the amount of recyclable materials entering the landfill. In addition, the City (in conjunction with the CSRD) has implemented a curbside organics program and the elimination of "blue bags" in the curbside recycling program to be effective July 1, 2019. In short, the City/CSRD Solid Waste and Recycling program is likely the biggest user of plastic bags; however, efforts are continually being made to reduce the negative impact of plastic bags from entering the landfill. It is clear that established provincial and regional recycling programs alone are not capable of reducing/eliminating single-use plastic bags.

It is important to note that light weight plastic bags are often referred to as single-use; however this is somewhat of a misnomer. In an effort to recycle many individuals are reusing their plastic bags for things such as: future retail purchases, trash can liners, crafting and other various household uses. Many checkout shopping bags that are used for trash can liners or mini garbage bags are then added to a larger plastic garbage bag for curbside pickup and end up in the landfill. Furthermore, plastic checkout shopping bags may already be recycled at depots, for the most part, but escape the collection programs nevertheless.

The restriction of single-use bags may have unintended or undesirable consequences that should be considered by Council, including:

- The potential negative impact on consumer choice and/or convenience;
- Inadvertently increase the quantity of reusable bags (which may also end up in the landfill);
- An adverse business effect/consequences (less or limited consumption dependant on the number of bags a consumer carries);
- Potential health risks of contaminated bags; and/or
- Encourage consumers to cross boundaries (i.e. shop out of town).

Another important consideration is the City's limited staff resources which may result in a challenge to enforce the proposed bylaw at the current staff capacity, although it remains to be seen what sort of enforcement measures may be required/ feasible/ practical.

Next Steps:

Although the banning of checkout shopping bags is a laudable goal which has proven to be somewhat successful in cities around the world, it is obviously imperative to have the input

and/or support of local stakeholders, consumers, advocacy groups, business, and industry leaders for the regulation to be successful in Salmon Arm. An engagement process, similar to the City of Victoria, could be replicated to encourage success of the program.

Potential Schedule of Events:

December 2018	Council direct staff to prepare a staff report and draft bylaw on the regulation of single-use bags
February 2019	Council review the staff report and proposed bylaw. Direct staff to proceed with the engagement process
February 2019	Phase I: Engagement kick-off event with local stakeholders (with letters from the Mayor to local retailers)
March 2019	Meetings with industry representatives, advocacy groups, and local businesses (by invitation from the City)
April 2019	Open House (x2) and Public Meeting (perhaps a Special Council Meeting)
April 8, 2019	Consideration of first and second readings of bylaw
May 2019	Phase II: Engagement Process - open houses, social media, school and chamber meetings, letters to businesses, student led education campaigns
June 10, 2019	Public hearing (though a public hearing is not technically required for this type of bylaw). Consider changes to the bylaw based on public/industry input and third reading
June 24, 2019	Consideration of adoption of bylaw

Budget Impact:

There is no budget impact envisioned (barring some sort of legal challenge and assuming there are no major expenditures for public education materials or program supplies), although this assumes that any enforcement measures undertaken by staff will be minimal. As with other similar issues, (e.g. Pesticide Bylaw) staff would anticipate a barrage of letters, emails, inquiries, complaints, FOI inquiries, etc. over the months to come, and subsequent to bylaw adoption. There will be expectations for enforcement.

Bylaw Highlights:

Some important highlights of the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 are:

- The bylaw stipulates that paper bags must be made from at least 40% of recycled content and a reusable bag must be capable of at least 100 uses (under normal use);
- There will be a six month transition period allowing businesses to use their existing plastic bag stock and source reusable bag options before the bylaw comes into full force January 1, 2020;
- Consumers must be asked if they require a bag and if so provided a paper bag or reusable bag at a fee;
- Paper or reusable bags cannot be provided free of charge. The minimum charges are 15 cents per paper bag and \$1 per reusable bag; increasing to 25 cents and \$2 after the six month transition period (i.e. January 1, 2020). This is to discourage consumers from purchasing paper and/or reusable bags each time they make a purchase;
- The bylaw provides exemptions for many items where a reusable bag would not be suitable; including the packaging of bulk items, frozen food, meats and poultry, flowers, large items that require protection and cannot fit in a reusable bag, etc. There are likely many other categories appropriate for an exemption which will become apparent over time; and
- The set fines for any offence are outlined in the proposed Bylaw No. 4297, which also includes an amendment to the Municipal Ticket Information Bylaw No. 2760. It is envisioned that any fines issued, which is unlikely, would be to the businesses in question and not the individual consumer (although it could be either or).

Other Considerations:

Some other issues for Council to consider include:

- The proposed bylaw would impact approximately 175 retail stores and 50 food outlets/restaurants within the City of Salmon Arm.
- Single-use/disposable coffee cups, although most are recyclable, likely pose as big of a negative environmental impact.
- The road to changing consumer behavior is a long one, which may be best left to industry in this circumstance (and industry has taken some big strides already in this regard).
- The bylaw could be amended to allow for a time during the transition period where businesses can provide reusable bags to consumers free of charge.

- Some residents will likely suggest that the City should provide reusable bags to each household free of charge (the cost of this has been estimated at \$20,000.00 with a 2 month production timeline).
- Plastic bags are used as a marketing tool by many retailers/ fast food restaurants (although this could also be achieved with other types of reusable bags). Possible initiative to partner with Brand Leader organizations.
- The bylaw, as written, would apply to all retailers (not just grocery stores), etc. This is expected to require a major adjustment by fast food restaurants, in particular where disposable paper and plastic bags are common place and required for hygiene purposes. Compliance with the bylaw is unlikely in this regard.
- There may be an opportunity to partner with the education program for the organics recycling program; which will potentially offer door to door education throughout the City.
- This is the sort of issue that would benefit from a Province-wide approach (similar to the Pesticide issue) rather than have individual municipalities attempt to implement and enforce a patchwork of bylaws and regulations within their jurisdiction with varying degrees of expertise/resources. However, it sometimes takes the bold action of individual local governments (however small) to force such issues on to the Provincial Agenda.

In short, the bylaw proposes a phased approach for regulatory action to reduce plastic retail bag waste, and promote the adoption of more sustainable retail bags. Draft Bylaw No. 4297 has \essentially been copied from the City of Victoria's Checkout Shopping Bag Regulation Bylaw 18-008. As outlined within, the City may be well advised to wait for the outcome of the City of Victoria's ban on single-use plastic bags at the Court of Appeal before proceeding.



Carl Bannister, MCIP
Chief Administrative Officer

CITY OF SALMON ARM

BYLAW NO. 4297

A bylaw to regulate the use of checkout shopping bags

WHEREAS the City of Salmon Arm desires to regulate the business use of single use checkout bags to reduce the creation of waste and associated municipal costs, to better steward municipal infrastructure and/or property, including sewers, streets and parks, and to promote responsible and sustainable business practices that are consistent with the values of the community;

NOW THEREFORE under its statutory powers, including Section 8(6) of the Community Charter, the Council of the City of Salmon Arm, in open meeting assembled, enacts as follows:

1. DEFINITIONS

“Checkout Bag” means:

- a) any bag intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the business providing the bag; or
- b) bags used to package take-out or delivery of food;
- c) and includes Paper Bags, Plastic Bags, or Reusable Bags;

“Business” means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the Business Licence Bylaw and, for the purposes of Section 3, includes a person employed by, or operating on behalf of, a Business;

“Paper Bag” means a bag made out of paper containing at least 40% of post consumer recycled paper content, and displays the words “Recyclable” and “made from 40% post-consumer recycled content” or other applicable amount on the outside of the bag, but does not include a “Small Paper Bag”;

“Plastic Bag” means any bag made with plastic, including biodegradable plastic or compostable plastic, but does not include a Reusable Bag;

“Reusable Bag” means a bag with handles that is for the purpose of transporting items purchased by the customer from a Business and is:

- a) designed and manufactured to be capable of at least 100 uses; and
- b) primarily made of cloth or other washable fabric;

“Small Paper Bag” means any bag made out of paper that is less than 15 centimeters by 20 centimeters when flat.

2. CHECKOUT BAG REGULATIONS

- 1) Except as provided for in this Bylaw, no Business shall provide a Checkout Bag to a customer.
- 2) A Business may provide a Checkout Bag to a customer only if:
 - a) the customer is first asked whether he or she needs a bag;
 - b) the bag provided is a Paper Bag or a Reusable Bag; and
 - c) the customer is charged a fee not less than:
 - a. \$0.15 per Paper Bag; and
 - b. \$1.00 per Reusable Bag.
- 3) For certainty, no Business may
 - a) sell or provide to a customer a Plastic Bag; or
 - b) provide a Checkout Bag to a customer free of charge.
- 4) No Business shall deny or discourage the use by a customer of his or her own Reusable Bag for the purpose of transporting items purchased or received by the customer from the Business.

3. EXEMPTIONS

- 1) Section 2. does not apply to Small Paper Bags or bags used to:
 - a) package loose bulk items such as fruit, vegetables, nuts, grains, or candy;
 - b) package loose small hardware items such as nails and bolts;
 - c) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;
 - d) wrap flowers or potted plants;
 - e) protect prepared foods or bakery goods that are not pre-packaged;
 - f) contain prescription drugs received from a pharmacy;
 - g) transport live fish;
 - h) protect linens, bedding, or other similar large items that cannot easily fit in a Reusable Bag;

- i) protect newspapers or other printed material intended to be left at the customer's residence or place of business; or
 - j) protect clothes after professional laundering or dry cleaning.
- 2) Section 2 does not limit or restrict the sale of bags, including Plastic Bags, intended for use at the customer's home or business, provided that they are sold in packages of multiple bags.
- 3) Notwithstanding Sections 2. 2) c) and 2. 3) b), a Business may provide a Checkout Bag free of charge if:
 - a) the Business meets the other requirements of Section 2. 2);
 - b) the bag has already been used by a customer; and
 - c) the bag has been returned to the Business for the purpose of being re-used by other customers.

4. OFFENCE

- 1) A person or a business commits an offence and is subject to the penalties imposed by this Bylaw, the Municipal Ticket Information Utilization Bylaw and the Offence Act if that person:
 - a) Contravenes a provision of this Bylaw;
 - b) Consents to, allows, or permits an act or thing to be done contrary to this Bylaw; or
 - c) Neglects or refrains from doing anything required by a provision of this Bylaw.
- 2) Each instance that a contravention of a provision of this Bylaw occurs and each day that a contravention continues shall constitute a separate offence.

5. PENALTIES

A corporation or individual found guilty of an offence under this Bylaw is subject to a fine:

- a) If a corporation, of not less than \$100.00 and not more than \$10,000.00; or
- b) If an individual, of not less than \$50.00 and not more than \$500.00

for every instance that an offence occurs or each day that it continues.

6. CONSEQUENTIAL AMENDMENT TO THE TICKET BYLAW

The City of Salmon Arm Ticket Information Utilization Bylaw No. 2760 is amended by inserting, immediately after Schedule 19, the Schedule attached to this Bylaw as the new Schedule 20.

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 decision 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. TRANSITION PROVISIONS

1) Section 2. 2) c) a) is amended by deleting "\$0.15" and substituting "\$0.25".

2) Section 2. 2) c) b) is amended by deleting "\$1.00" and substituting "\$2.00".

10. EFFECTIVE DATE

This bylaw shall come into full force and effect on July 1, 2019, except Sections 4 and 9 which come into force on January 1, 2020.

11. CITATION

This bylaw may be cited as "City of Salmon Arm Checkout Bag Regulation Bylaw No. 4297"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

BYLAW NO. 2760**SCHEDULE 20**

BYLAW	SECTION	SET FINE
Checkout Bag Regulation Bylaw No.		
Providing a Checkout Bag to a Customer except as provided in the bylaw	2. 1)	\$100.00
Providing a Checkout Bag without asking whether a customer wants one	2. 2) a)	\$100.00
Providing a Checkout Bag that is not a Paper Bag or Reusable Bag	2. 2) b)	\$100.00
Charging less than a prescribed amount for a Checkout Bag	2. 2) c)	\$100.00
Selling or providing a Plastic Bag	2. 3) a)	\$100.00
Providing Checkout Bag free of charge	2. 3) b)	\$100.00
Denying or discouraging use of customer's own Reusable Bag	2. 4)	\$100.00

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Item 8.9

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Council appoint June Stewart to serve on the Downtown Parking Commission as a Downtown Salmon Arm representative for the duration of the current term which is scheduled to end on February 28, 2020.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

**CITY OF
SALMON ARM**

File: 0360.30.02

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

DATE: February 20, 2019

SUBJECT: **Downtown Parking Commission – Downtown Salmon Arm Appointment**

RECOMMENDATION:

THAT: Council appoint June Stewart to serve on the Downtown Parking Commission as a Downtown Salmon Arm representative for the duration of the current term which is scheduled to end on February 28, 2020.

BACKGROUND:

The Downtown Salmon Arm (DSA) has informed the City that June Stewart of the Shuswap Children's Association was named as a Downtown Parking Commission representative. June Stewart will replace Matt Koivisto of Salmon Arm Barber Shop, who had started his term with the Commission in 2014 and tendered his resignation in December 2017. The intent is for her to serve out the remainder of the term which is scheduled to end on February 28, 2020. At that time, pursuant to Downtown Parking Commission Bylaw No. 1844, four (4) positions will be nominated by the Downtown Improvement Association for another two (2) year term.

Respectfully submitted



Rob Niewenhuizen, A.Sc.T.
Director of Engineering and Public Works

cc Erin Jackson, Corporate Officer

Correspondence attached

X:\Operations Dept\Engineering Services\8620.02-PARKING\IDPC\Members\2019\HWM Appointments (DSA) - June Stewart.docx

Item 9.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw cited as City of Salmon Arm Zoning Amendment Bylaw No. 4311 be read a first and second time.

[ZON-1142; Perfection Builders Holdings Ltd./Gauthier, E. & M.; 2110 & 2150 – 14 Avenue SE; R-1 to R-8]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: February 12, 2019

Subject: Zoning Bylaw Amendment Application No. 1142

Legal: Lots 6 & 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515;

Civic: 2110 & 2150 – 14 Avenue SE

Owner/Applicant: Perfection Builders Holdings Ltd / Gauthier, E. & M.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 6 & 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515 (2110 & 2150 – 14 Avenue SE) from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcels are located at 2110 and 2150 14 Avenue SE in the new Hillcrest Heights subdivision (Appendix 1). The proposal is to rezone the 2 parcels from R-1 (Single Family Residential) to R-8 (Residential Suite) to allow options for residential suite use and development.

BACKGROUND

The subject parcels are located on 14 Avenue SE, just south of Hillcrest School. The subject parcels are designated Low Density Residential in the City's Official Community Plan (OCP), zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 2 & 3). The two subject parcels were created through a larger subdivision application which created 32 lots. While 29 of these lots were amended to R-8 zoning under a previous application, these lots were under a different ownership group and thus the two subject parcels were not included in the previous zoning application.

With dual street frontage, the two 654 square metre subject parcels meet the minimum parcel sizes and minimum widths specified by the proposed R-8 zone for secondary suites. Site photos are attached as Appendix 4. This area is largely comprised of R-1, R-7, and R-8 zoned parcels containing single family dwellings. There are currently over 40 R-8 parcels within close proximity of the subject parcel.

The intent is to develop houses with basement suites as shown in the Site Plan attached as Appendix 5. Aligned with the topography of the area, the basement suites are intended to be accessed from parking spaces off of 14 Avenue SE, with the primary home and driveway access intended to be from the upper levels of the homes off of 15 Avenue SE.

This amendment is to provide flexibility and facilitate future development and use. Any development of a secondary suite or detached suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel size requirements, the subject properties have potential for the development of either a *secondary suite* or a *detached suite*, due to the dual frontages.

COMMENTSEngineering Department

No concerns with rezoning.

Building Department

No concerns with rezoning.

Fire Department

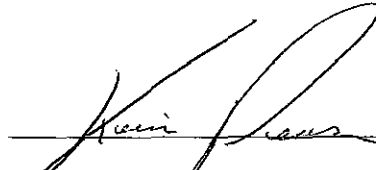
No concerns.

Planning Department

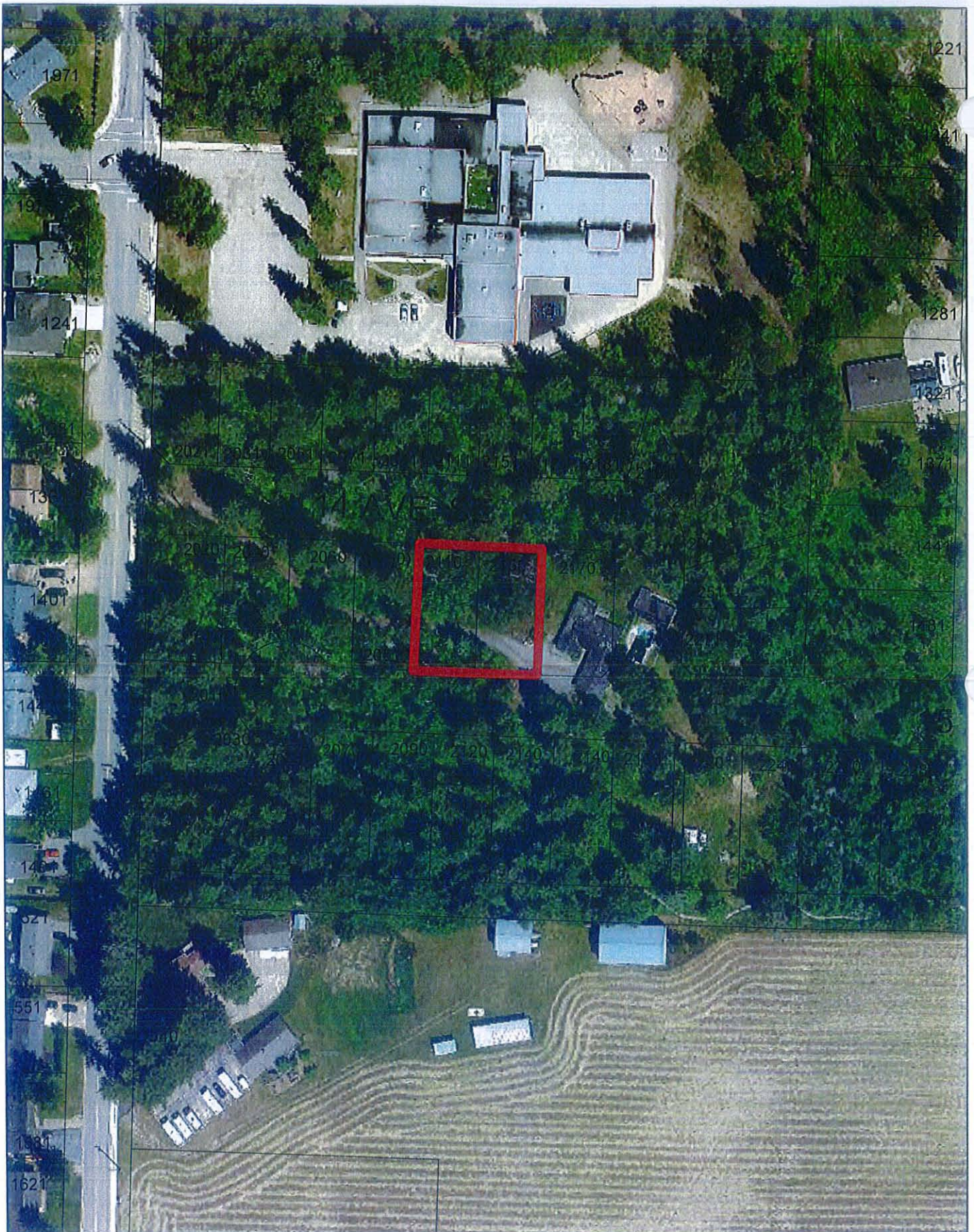
The proposed R-8 zoning is consistent with the OCP as well as the surrounding subdivision, and is therefore supported by staff. In staff's opinion, the parcels are well-suited for residential suite development. Any development would require a building permit and will be subject to meeting Zoning Bylaw, on-site servicing, and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer



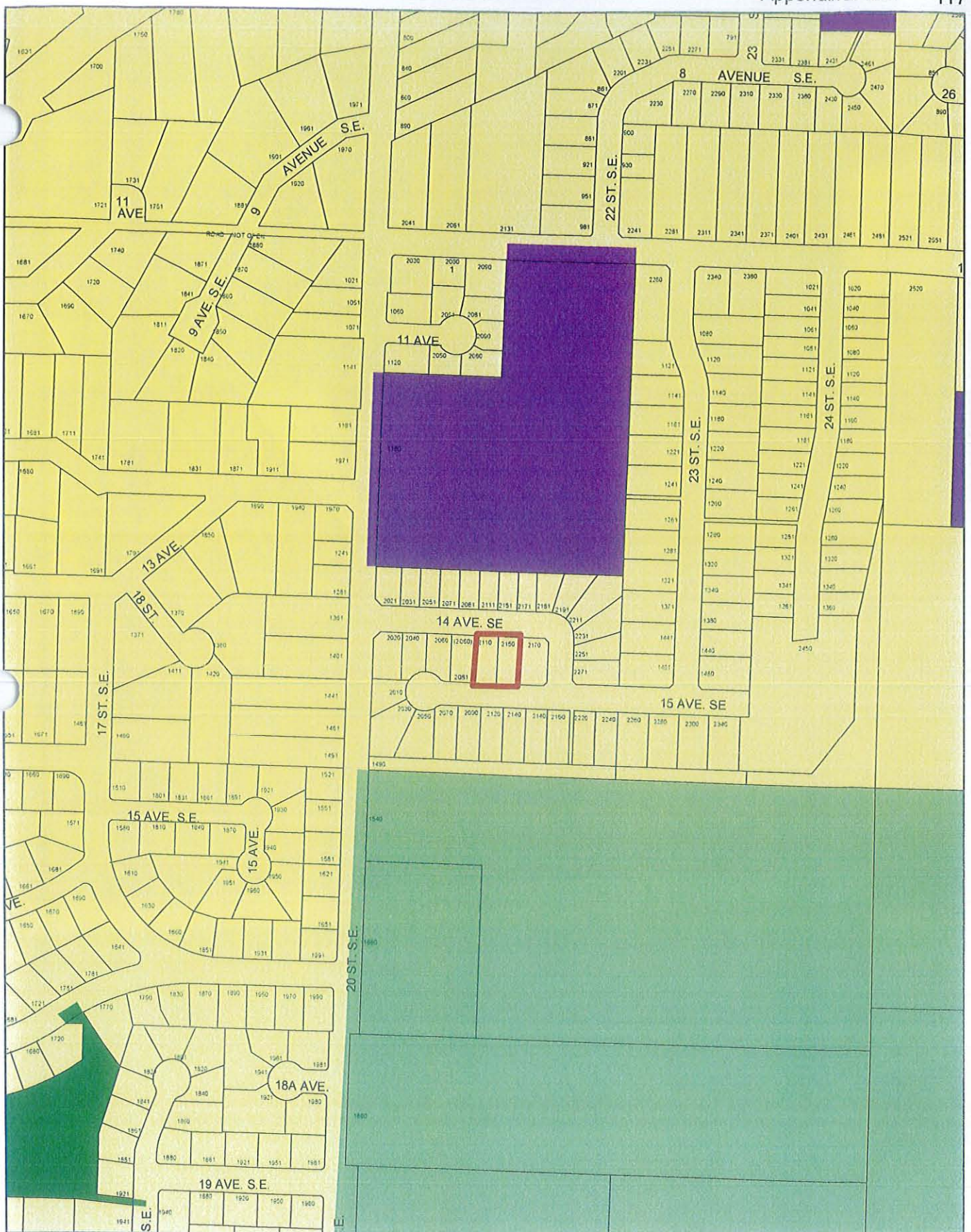
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 12.5 25 50 75 100 Meters



Subject Parcels



0 1530 60 90 120
Meters



Subject Parcels



Acreage Reserve



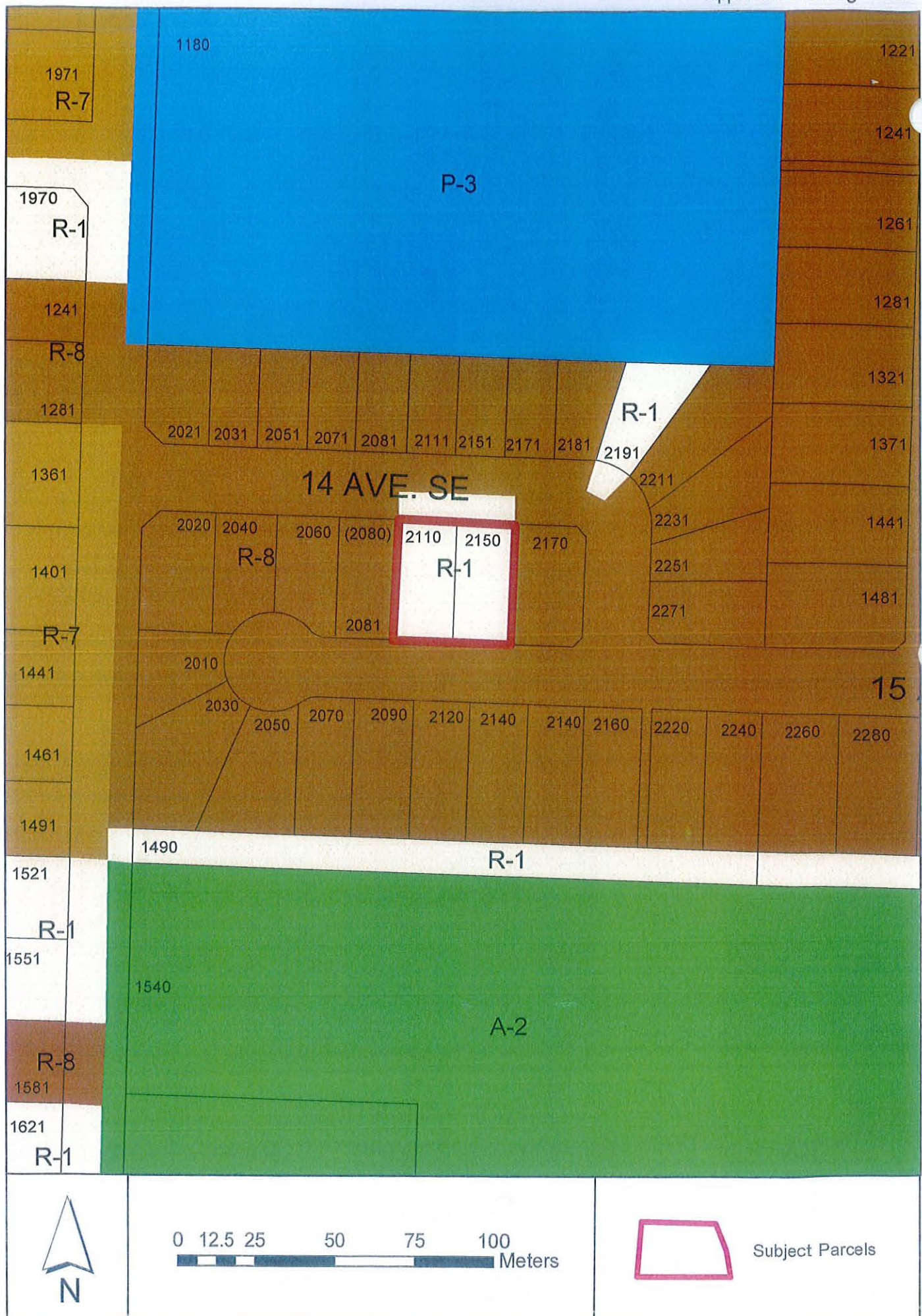
Park



Low Density Residential

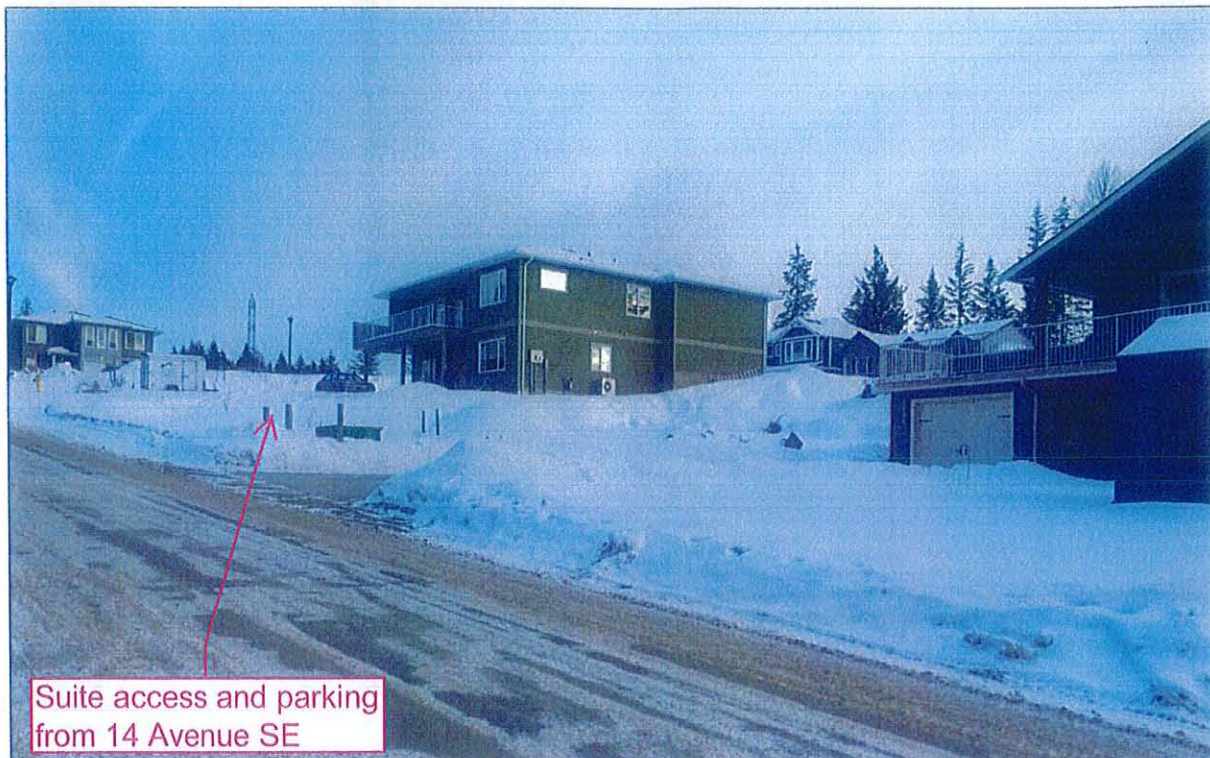


Institutional

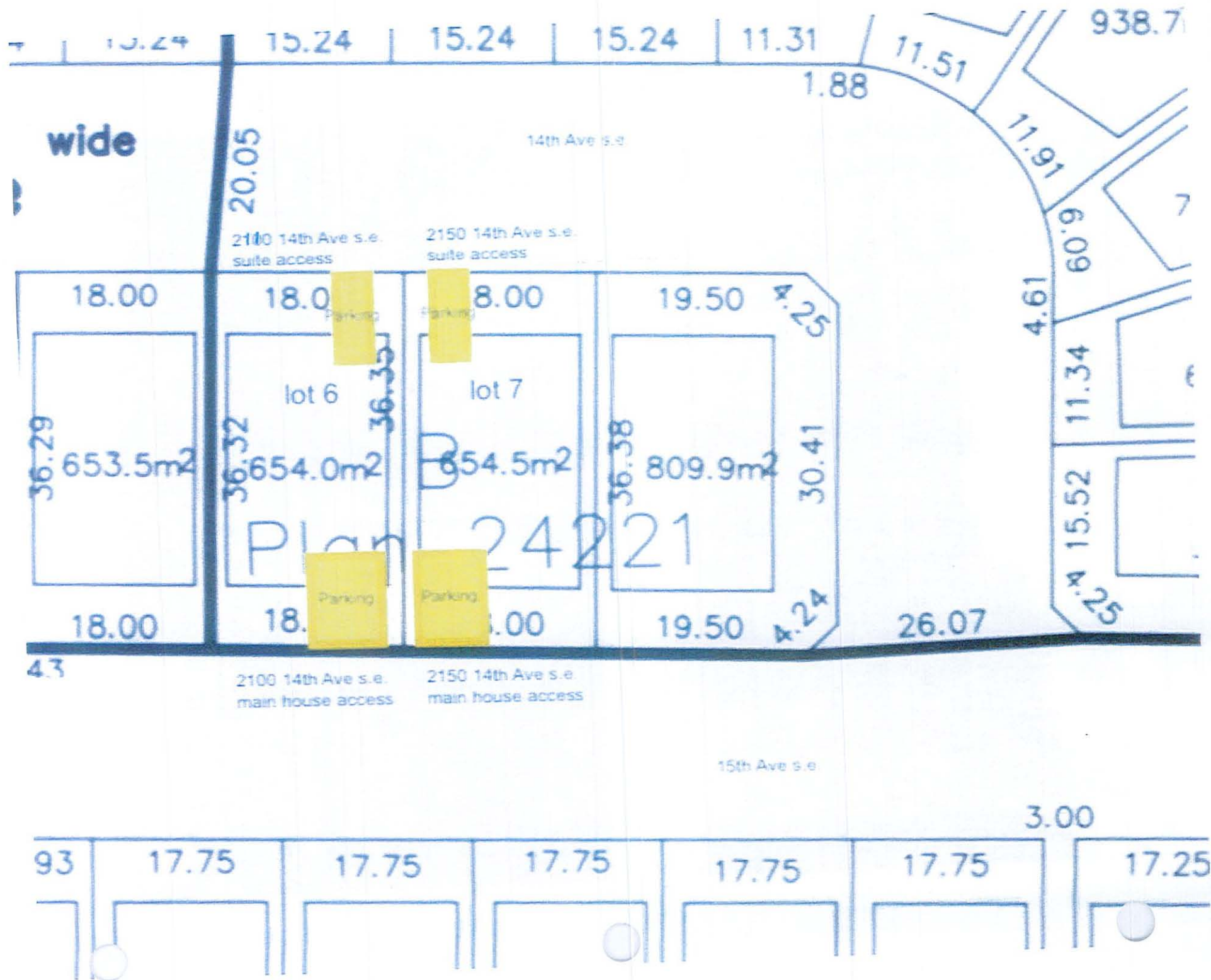




View southwest of the subject parcels from 14 Avenue SE.



View southeast of the subject parcels from 14 Avenue SE.



CITY OF SALMON ARM

BYLAW NO. 4311

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and issues of the Salmon Arm Observer;

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

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

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

Rezone Lots 6 & 7, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP67515 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4311

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4311**"

READ A FIRST TIME THIS DAY OF 2019

READ A SECOND TIME THIS DAY OF 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

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Item 10.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Municipal Ticket Information Utilization Amendment Bylaw No. 4304 be read a final time.

[Pound and Animal Control]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Council

DATE: January 24, 2019

SUBJECT: Ticket Information Utilization Amendment Bylaw No. 4304 & Fee for Service Amendment Bylaw No. 4303

RECOMMENDATION:

THAT: the bylaw entitled Ticket Information Utilization Amendment Bylaw No. 4304, be read a first, second and third time;

AND THAT: the bylaw entitled Fee for Service Amendment Bylaw No. 4303, be read a first, second and third time.

BACKGROUND:

Following an extensive review of the Animal Control function, including the related bylaws, staff believe that it is an opportune time to increase the applicable fees and fines to the same level as those of the Columbia Shuswap Regional District (CSRD). Creating this consistency will assist the new Animal Control Officer, who is splitting his time between the City and CSRD, as well as decrease the amount that the City is required to subsidize this service. Higher fines and fees may also act as a deterrent for dog owners who would otherwise choose not to license, clean up after or contain their pets.

The impact of the proposed changes is itemized below:

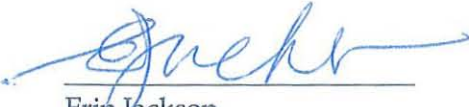
Ticket Information Utilization Amendment Bylaw	Section	Current Fine	Proposed Fine
No dog licence	7	\$50.00	\$100.00
Failure to remove excrement	15 [b]	\$25.00	\$100.00

Fee for Service Bylaw	Current Fee	Proposed Fee
Impoundment Fees		
Dog [first impoundment in current calendar year]	\$25.00	\$50.00

Dog [second impoundment in current calendar year]	\$75.00	\$100.00
Dog [third and subsequent impoundment in current calendar year]	\$100.00	\$150.00
Maintenance Fees		
Dog [per day or part day]	\$9.35	\$20.00

It is especially important for the City to increase the Maintenance Fees at this time because the City of Enderby will be providing food and shelter for impounded animals and invoicing the City at a rate of \$15.00 per day or part day. The \$20.00 will effectively cover the cost of all animals that are retrieved by their owners and contribute toward the \$1,500 annual fee that the City has agreed to pay for the use of the pound facility.

Respectfully submitted,



Erin Jackson
Director of Corporate Services

c.c Chelsea Van de Cappelle, Chief Financial Officer
 Kevin Pearson, Director of Development Services

CITY OF SALMON ARM

BYLAW NO. 4304

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

WHEREAS Council may designate certain Bylaw offences, authorize the use of certain words or expressions, set certain fine amounts and designate persons as Bylaw Enforcement Officers;

AND WHEREAS the Council deems it expedient to authorize the use of the Municipal Ticket Information for the enforcement of the Bylaws listed in Schedule 3 of "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760";

AND WHEREAS the Council deems it expedient to amend "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760";

NOW THEREFORE the Council of the City of Salmon Arm, in open meeting assembled, ENACTS AS FOLLOWS:

1. Schedule 3 - Pound and Animal Control of "City of Salmon Arm Ticket Information Utilization Bylaw No. 2760" is hereby amended by the revision of fines as follows:

BYLAW	SECTION	FINE
No dog licence	7	\$100.00
Failure to remove excrement	15 [b]	\$100.00

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 Ticket Information Utilization Amendment Bylaw No. 4304"**.

READ A FIRST TIME THIS	11th	DAY OF	February	2019
READ A SECOND TIME THIS	11th	DAY OF	February	2019
READ A THIRD TIME THIS	11th	DAY OF	February	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER

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Item 10.2

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4303 be read a final time.

[Pound and Animal Control]

Vote Record

- ☐ Carried Unanimously
 - ☐ Carried
 - ☐ Defeated
 - ☐ Defeated Unanimously
- Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4303

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 6 - Pound and Animal Control of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby amended by the revision of fees as follows:

	IMPOUNDMENT FEES	
6.	Dog [first impoundment in current calendar year]	\$50.00
	Dog [second impoundment in current calendar year]	\$100.00
	Dog [third and subsequent impoundment in current calendar year]	\$150.00
	MAINTENANCE FEES	
7.	Dog [per day or part day]	\$20.00

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. 4303"**.

READ A FIRST TIME THIS 11th DAY OF February 2019

READ A SECOND TIME THIS 11th DAY OF February 2019

READ A THIRD TIME THIS 11th DAY OF February 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

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INFORMATIONAL CORRESPONDENCE - FEBRUARY 25, 2019

- | | | |
|-----|---|---|
| 1. | L. Hansen – letter dated February 2, 2019 – Demonstrators | A |
| 2. | K. Anamchara – card and noted – Request for animal to represent Salmon Arm | A |
| 3. | A. Morgan – email dated February 17, 2019 – Property Bylaws | A |
| 4. | S. Mitchell – email dated February 18, 2019 – Interior Health Lab Wait Times | A |
| 5. | D. St. John, Pastor and K. Taylor, Office Administration, Living Waters Community Church – letter dated February 19, 2019 – Request for Use of Marine Peace Park, Sunday, April 21, 2019 | R |
| 6. | Interior Health Authority – newsletter dated February 2019 – Healthy Communities Monthly Newsletter | N |
| 7. | E. McDonald, President, Shuswap Naturalist Club, J. Aitken, President & S. Weaver, Director, Salmon Arm Bay Nature Enhancement Society – letter dated February 8, 2019 – Request for restriction of recreational drones on the Salmon Arm Foreshore | A |
| 8. | A. May, Sage Orienteering Club – email dated February 19, 2019 – 2019 Sage Orienteering Club Events in Salmon Arm | A |
| 9. | The Shuswap Family Centre – invitation received February 20, 2019 – 3 rd Annual Free Volunteer Dinner, Thursday, April 11, 2019 | A |
| 10. | R. Marshall, Chairperson and P. McIntyre-Paul, Executive Director, Shuswap Trail Alliance – letter dated February 7, 2019 – Thank You, Shuswap Trails Party and Auction on February 1 | N |
| 11. | A. Slater, Executive Director, SILGA – email dated February 12, 2019 – 2019 SILGA Community Excellence Awards – deadline extended to March 1 st | N |
| 12. | S. Niven, Associate, Fund Development, Cystic Fibrosis Canada, British Columbia and Yukon Region – email dated February 11, 2019 – May is Cystic Fibrosis Awareness Month | A |
| 13. | S. Phillips, Marketing Manager, BC Transit – email dated February 8, 2019 – Transit Driver Appreciation Day | N |
| 14. | S. Kozuko, Executive Director, Forest Enhancement Society of British Columbia – letter dated February 6, 2019 – Forest Enhancement Society of B.C. Jan 2019 Accomplishments Report | N |
| 15. | M. M. Levine, Director, Technical Services Centre, Government Finance Officers Association – letter dated January 31, 2019 – Canadian Award for Financial Reporting (CANFR), Year Ending December 31, 2017 | N |
| 16. | Auditor General for Local Government of British Columbia – Annual Service Plan 2019/20 – 2021/22 | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

)

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Item 11.2

CITY OF SALMON ARM

Date: February 25, 2019

SILGA Convention – Penticton, BC – April 3 – May 3, 2019

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



2019 SILGA
AGM & CONFERENCE
Penticton BC

Reach Higher | #SILGA2019

Tuesday, April 30

Penticton Trade and Convention Centre
273 Power St. Penticton, BC

12:30 pm – 1:30 pm	Registration opens (North Lobby, PTCC, 273 Power St. Penticton, BC)
1:00 pm	Preconference Sessions <ol style="list-style-type: none"> 2020 and Beyond: Working Together towards a Clean Growth Future for Southern Interior Communities <i>BC Municipal Climate Leadership Council (2.5 hours)</i> Should you become incorporated? (1 hour) <i>John Harwood, Former Mayor of Clearwater</i>
2:15 pm	Preconference Session Building A Sustainable Responsible Tourism Destination <i>Thompson Okanagan Tourism Association, Glenn Mandziuk CEO (1-1.5 hours)</i>
1:00 pm – 4:00 pm	Explore Penticton Tours <ol style="list-style-type: none"> Bike Tour of the Kettle Valley Railway Wine Tour of the Naramata Bench Hop, Pop and Wine Downtown Walking Tour
6:00 pm – 7:00 pm	Registration – Cascades Casino (201-553 Veas Dr.)
6:00 pm – 8:00 pm	Rooftop Patio Party – Cascades Casino <i>Hosted by BCLC and Cascades Casino (201-553 Veas Dr.)</i>

Wednesday, May 1

Penticton Trade and Convention Centre
273 Power St. Penticton, BC

7:00 am – 8:15 am	Continental Breakfast
8:00 am – 12:00 pm	Trade Show set up
8:00 am – 4:30 pm	Registration continues
8:00 am – 10:15 am 8:00 am – 10:15 am 8:00 am – 10:15 am	<ol style="list-style-type: none"> 1. Summerland Research Centre – Agricultural tour 2. Kł cpəlk stīm Fish Hatchery – Norm Johnson, Operations Biologist 3. Downtown Revitalization Walking Tour – Anthony Haddad, Director Development Services, City of Penticton
10:15 am – 10:30 am	Nutrition Break
10:30 am – 11:05 am	Opening Ceremonies
11:00 am – 12:00 pm	Keynote Speaker Joe Roberts, the Skid Row CEO <i>Infinite Possibilities – From Skidrow to CEO</i>
12:00 pm – 1:15 pm	Lunch on the Town
1:15 pm – 1:30 pm	UBCM Address <i>Arjun Singh, UBCM President</i>
1:00 pm – 4:00 pm	Trade show opens
1:30 pm – 2:00 pm	Sharing our Stories <i>Donna MacDonald, Author and former Nelson Councillor</i>
2:00 pm – 2:10 pm	Gold Sponsor - FortisBC <i>Siraz Dalmir, Municipal Key Account Manager, Energy Solutions and Shelley Thomson, Community & Aboriginal Relations Manager</i>
2:10 pm – 2:40 pm	Flooding Threats and Solutions <i>Anna Warwick Sears, Executive Director Okanagan Basin Water Board</i>
2:45 pm – 3:15 pm	Provincial Active Transportation Strategy – Hearing from your community <i>Dean Murdock, Project Manager, Ministry of Transportation and Infrastructure</i>
3:15 pm – 3:30 pm	Nutrition Break
Breakout Sessions 3:30 pm – 4:30 pm	<ol style="list-style-type: none"> 1. Mayor's Roundtable – John Harwood, Former Mayor of Clearwater 2. Managing Accessibility – You were elected to solve problems...NOT – Christina Benty, Strategic Leadership Solutions 3. Learning the Ropes: Economic Development Orientation for Elected Officials Ministry of Jobs, Trades and Technology staff
5:30 pm – 7:30 pm	Welcome Reception Lakeside Resort/Conference Centre, E Ballroom Sponsored by Shaw Communications Appetizers, local wines/beer

continue

2019 SILGA AGM & CONFERENCE

Thursday, May 2

Penticton Trade and Convention Centre
273 Power St. Penticton, BC

7:00 am – 8:15 am	Full Breakfast
7:30 am – 8:10 am	Sponsors Breakfast
8:00 am – 4:30 pm	Trade Show Opens
8:15 am – 8:40 am	Annual General Meeting Opens President's Report – Councillor Shelley Sim Adoption of 2018 AGM Minutes Business Arising from the Minutes SILGA Financial Report –BDO Canada
8:40 am – 8:45 am	Silver Sponsor– Thompson Okanagan Tourism Association <i>Ellen Walker Matthews, Industry and Community Development Specialist</i>
8:45 am – 8:50 am	Silver Sponsor – Council of Forest Industries
8:50 am – 8:55 am	AGM Continues - Nomination Report including nominations from the floor and speeches from candidates for Table Officers <i>Chad Eliason, SILGA Past President</i>
8:55 am – 9:15 am	Community Excellence Awards <i>Sponsored by CN, Joslyn Young, Manager, Public Affairs</i>
9:15 am – 10:05 am	UBCM Working Group on Responsible Conduct <i>Gary MacIsaac, UBCM Executive Director and Paul Taylor – UBCM Director of Communications</i>
10:05 am – 10:20 am	Nutrition Break
10:20 am - 10:30 am	Gold Sponsor – BCLC <i>Greg Walker, Director Public Affairs</i>
10:30 am – 11:25 am	BC Housing – Housing Hub <i>Raymond Kwong, Provincial Director, BC Housing</i>
11:25 am – 11:40 am	Ted Talk -Reach Higher! <i>Sponsored by Southern Interior Development Initiative Trust</i>
11:25 am – 12:30 pm	Voting for Table Officers

continue

2019 SILGA AGM & CONFERENCE

Thursday, May 2

Penticton Trade and Convention Centre
273 Power St. Penticton, BC

11:40 am – 12:10 pm	Communication Tips That Work! <i>Christina Benty, Strategic Leadership Solutions</i>
12:10 pm – 1:00 pm	Lunch in the Trade Show
1:00 pm – 1:10 pm	AGM continues 1. Announcement of Table Officers election results 2. Nominations from the Floor for Directors at Large (if needed) <i>Chad Eliason, Past President</i>
1:10 pm – 1:20 pm	Gold Sponsor - TransMountain Project Expansion Update
1:20 pm – 1:35 pm	AGM continues Speeches for Directors at Large
1:35 pm – 2:40 pm	Keynote Speaker Jody Urquart <i>This Would Be Funny... If It Wasn't Happening to Me!</i> <i>Sponsored by Municipal Finance Authority of BC</i>
2:40 pm – 4:00 pm	Voting for Directors at Large
2:40 pm – 3:10 pm	AGM continues - Resolution debate
3:10 pm – 3:25 pm	Nutrition Break
3:25 pm – 3:30 pm	Silver Sponsor - Telus <i>Steven Jenkins, General Manager</i>
3:30 pm – 5:00 pm	AGM continues - Resolution debate
6:00 pm – 6:30 pm	Cocktails, cash bar 50/50 draw - proceeds to YES Foundry
6:30 pm – 7:30 pm	Banquet and Wine Pairing Keynote Speaker Harry McWatters, President of Encore Wines and BC VQA Wines founder <i>Sponsored by CAPP, Natasha Westover, Campaigns Advisor</i>
7:30 pm – 7:35 pm	Draw for 50/50
8:00 pm – 11:00 pm	Entertainment - Dancing to Uncorked
8:00 pm – 11:00 pm	Busing to Hotels

Friday, May 3

Penticton Trade and Convention Centre
273 Power St. Penticton, BC

7:00 am – 8:20 am	Full Breakfast
8:30 am – 9:20 am	Breakout Sessions <ol style="list-style-type: none"> 1. Looking Forward: The Future of B.C.'s Forests—<i>Steve Kozuki, Executive Director, Forest Enhancement Society of BC</i> 2. Funding the Future: South Okanagan Conservation Fund <i>Bryn White, Program Manager, South Okanagan Similkameen Conservation Program</i> 3. Taking Communities to Bear Smart Status, - <i>Zoe Kirk, WildsafeBC Coordinator, Regional District Okanagan Similkameen</i> 4. Engaging Youth in Local Government: Real Learning in Real Time <i>Councillor Arjun Singh, City of Kamloops, Councillor Tim Lavery, City of Salmon Arm, Councillor Shelley Sim, District of Clearwater and Gray Simms, SILGA Youth representative at UBCM and Salmon Arm junior council member</i>
9:25 am – 9:30 am	Announcement of SILGA Directors at Large , <i>Chad Eliason, Past President</i>
9:30 am – 10:10 am	Minister of Mental Health and Addictions TBA
10:10 am – 10:50 am	Stepping Out and Getting On With It! <i>Stewart Alsgard, Former Mayor of Powell River and L. Maynard Harry, Founder Indigenous Insight</i>
10:10 am – 10:25 am	Nutrition Break
11:10 am – 11:55 am	Responding to Wildfire and Flood Risks <i>Jennifer Rice, MLA North Coast and Parliamentary Secretary for Emergency Preparedness</i>
11:55 am – 12:00 pm	SILGA President
12:00 am – 12:05 pm	2020 Host – City of Vernon <i>Mayor Victor Cumming</i>
12:05 pm – 12:15 pm	Grand Prize Draw – sponsored by Enbridge <i>Penticton Mayor John Vassilaki and Franca Petrucci, Senior Community Engagement Advisor, Enbridge</i>
12:15 pm	Convention closes

Item 11.3

CITY OF SALMON ARM

Date: February 25, 2019

P. Thurston, Executive Director, The Shuswap Family Centre -
letter dated November 30, 2018 - Property Tax exemption for 681 Marine
Park Drive NE

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



November 30, 2018

City of Salmon Arm

Box 40

500-2ave NE

V1E 4N2

The Shuswap Family Centre

Executive Director

681 – Marine Park Dr. NE

Salmon Arm, BC

V1W 2W7

Dear Mayor and Council,

As the Executive Director of the Shuswap Family Centre I am writing this letter in regards to the property taxes we have incurred purchasing our new building at 681-Marine Park Dr. NE. In the past we have been approved to be exempt from the property taxes and City Council has approved this exemption for the up coming tax year 2019. Thank you very much, this supports our community in receiving programming and services.

Our purchase timing for 681 Marine Park Dr. NE has created a six-month tax bill for approximately \$14,000.00. This as you are all aware is substantial dollars for a Not for profit agency providing services to the community as a whole. As the Shuswap Family Centre is fully inclusive with programming and services for everyone in our community.

Our first contact in the process of alleviating this financial hardship was with the City of Salmon Arm and we were redirected to BC Assessment who in turn redirected us back to the City of Salmon Arm. The City of Salmon Arm provided us the application form for a Property Improvement tax exemption. I gathered the information requested for the application and it was determined we are not eligible as we are not in the zone in which is receipt of the tax exemption.

My ask from City Council is; for the 6 months owed taxes to be waived or at minimum decreased. This will allow us to provide the services to our community without financial hardship.

Thank you for considering The Shuswap Family Centre for this exemption as we have provided \$500,000.00 improvements to 681 – Marine Park Drive NE which in turn is providing our community with accessible services for a healthy community.

Sincerely,

Patricia Thurston


Executive Director

From: Chelsea Van de Cappelle
Sent: December-04-18 11:06 AM
To: Patricia Thurston
Cc: Carl Bannister; Louise Wallace-Richmond; Chelsea Van de Cappelle
Subject: Question - Family Resource Centre - Tax exemption

Hi Patricia,

My apologies on my previous email, I pressed send by mistake.

Unfortunately the Family Resources Centre's new location (681 Marine Park Drive) does not fall within the designated Revitalization Tax Exemption Area as identified in the Bylaw and is therefore not eligible to apply for this program. If the location had been in the designated area, you would have needed to apply at the time the building permit was taken out, improvements undertaken prior to an application are not eligible for consideration.

Your previous locations (151 and 181 TCH NE) were granted permissive tax exemptions for 2017, 2018 and 2019, however were sold December 14, 2017 to a for-profit entity. In 2017 the Centre paid frontage parcel taxes only on these properties.

A Permissive Tax Exemption application would have been due July 31, 2017, approved by Council and received by BC Assessment Authority (BCAA) by October 31, 2017 to be applicable for the 2018 tax year. October 31st is BCAA's deadline. As a result, you were not eligible for an exemption from the 2018 taxes on your new location. Council did however approve an exemption for 2019 in October of this year.

Other than these two programs, I do not think that there are any other avenues that can be perused in regards to tax exemptions. While I am sympathetic to your request, the City is unable to grant forgiveness of taxes.

Please feel free to contact me if you have any further questions.

Regards,

Chelsea Van de Cappelle, CPA, BBA
Chief Financial Officer
City of Salmon Arm
cvandecappelle@salmonarm.ca

500 2nd Avenue NE
Box 40 Salmon Arm, BC V1E 4N2
Tel: (250) 803-4032 Fax: (250) 803-4041



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Item 13.1

CITY OF SALMON ARM

Date: February 25, 2019

Presentation 4:00 p.m.

NAME: Mike LoVecchio, Director Government Affairs, CP Rail

TOPIC: Rail Safety, Service and Emergency Response

Vote Record

- ☐ Carried Unanimously
 - ☐ Carried
 - ☐ Defeated
 - ☐ Defeated Unanimously
- Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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Item 14.1

CITY OF SALMON ARM

Date: February 25, 2019

Communications Protocol Meeting – June 6, 2019

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Monday, February 25, 2019 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Parcel A (DD20184F) of the North ½ of the Northeast ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 Single Family Residential Zone to CD-19 Comprehensive Development Zone

Civic Address: 2520 - 10 Avenue SE

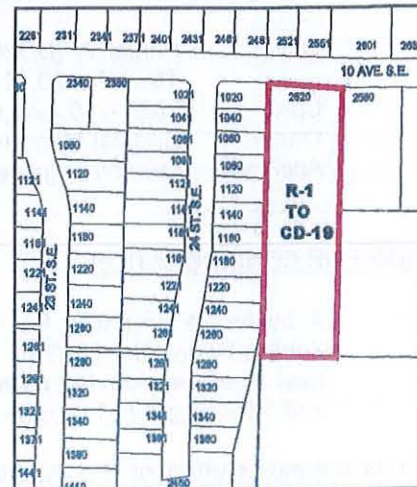
Location: East of the 10 Avenue SE
& 20 Street SE intersection

Present Use: Single family dwelling

Proposed Use: 20-22 bareland strata
lot development

Owner / Applicant: Hillcrest Mews Inc./
Lawson Engineering & Development Services Ltd.

Reference: ZON-1136/ Bylaw No. 4306



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from February 12 to February 25 2019, both inclusive, in the office of the Director of Corporate Services at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

21.1/22.1

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: January 28, 2019

Subject: Zoning Bylaw Amendment Application No. 1136

Legal: Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764
Civic: 2520 – 10 Avenue SE
Owner: Hillcrest Mews Inc.
Applicant: Lawson Engineering & Development Services Ltd. / B. Lawson

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 (Single Family Residential Zone) to CD-19;

AND THAT: Final reading of the rezoning bylaw be withheld pending receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the fencing and landscaping proposed for buffering.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The applicant has submitted a detailed and comprehensive report including site plans to provide their clear intent and approach toward their proposal (Appendix 1). The proposal is to rezone the parcel from R-1 (Single Family Residential Zone) to CD-19, to facilitate a 20-22 lot, bare land strata development.

The approximately 2.53 acre (1.02 hectare) subject parcel is located at 2520 - 10 Avenue SE, west of the "five corners" intersection and east of Hillcrest School (Appendix 2 and 3).

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 and 5). This area is largely comprised of R-1, R-8 and A-2 zoned parcels containing single family dwellings (with and without secondary suites), with an R-6 mobile home park development to the south-east. The parcel is currently vacant (until recently it contained a single-family home which has been demolished), with the south end being heavily treed. Site photos are attached as Appendix 6.

The Zoning Map attached shows the mix of zones in the immediate area. Land uses adjacent to the subject parcel include the following:

North: Road (10 Ave SE) with Single-Family Residential (R-1) parcels beyond,
South: Mobile Home Park (R-6) parcel,
East: Rural Holding Zone (A-2) parcels, and
West: Single-Family Residential (R-1)

Despite the larger 2.53 acre size of the subject parcel, the configuration, in particular the relatively narrow width of the parcel relative to parcel size and roadway requirements, limits the subdivision potential under R-1 zoning. Thus, the CD Zone has been proposed aligned with the OCP's Low Density Residential designation to support a strata development of smaller parcels served by an access route. The proposed CD zone is outlined below:

SECTION 57 - CD-19 - COMPREHENSIVE DEVELOPMENT ZONE - 19

Purpose

- 57.1 The purpose of the CD-19 Zone is to provide for low density, small lot strata development consisting of *single-family dwelling* and *duplex* use on a relatively narrow parent *parcel*.

Regulations

- 57.2 On a *parcel* zoned CD-19, no *building* or *structure* shall be constructed located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-19 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 57.3 The following uses and no others are permitted in the CD-19 Zone:

- .1 *single family dwelling*;
- .2 *duplex*;
- .3 *accessory use*, including *home occupation*;
- .4 *public use*; and
- .5 *public utility*.

Maximum Height of Principal Building

- 57.4 The maximum *height* of *principal building* shall be 10.0 metres (32.8 feet).

Maximum Height of Accessory Building

- 57.5 The maximum *height* of an *accessory building* shall be 6.0 metres (19.7 feet).

Maximum Parcel Coverage

- 57.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 50% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for *accessory buildings*.

Minimum Parcel Area

- 57.7 .1 The minimum *parcel area* for a *single family dwelling* shall be 325.0 square metres (3,498 square feet).
- .2 The minimum *parcel area* for a *duplex* shall be 650.0 square metres (6,996 square feet)

Minimum Parcel Width

- 57.8 .1 The minimum *parcel width* for a *parcel* line common to a *highway* shall be 50.0 metres (164 feet).
- .2 The minimum *parcel width* for a bare land *strata lot* intended for a *single family dwelling* fronting an *access route* shall be 10.0 meters (32.8 feet).
- .3 The minimum *parcel width* for a bare land *strata lot* intended for a *duplex* shall be 20.0 meters (65.6 feet).

Minimum Setback of Principal Building

57.9 The minimum *setback* of the *principal building* from the:

- | | | |
|----|---|-----------------------|
| .1 | <i>Front parcel line</i> | |
| | - adjacent to a <i>highway</i> shall be | 3.0 metres (9.8 feet) |
| | - adjacent to an <i>access route</i> shall be | 2.0 metres (6.6 feet) |
| .2 | <i>Rear parcel line</i> shall be | 3.0 metres (9.8 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a <i>parcel zoned</i> | |
| | CD-19 shall be | 1.2 metres (3.9 feet) |
| | - all other cases shall be | 1.8 metres (5.9 feet) |
| | - not applicable to <i>dwelling units</i> within the same <i>duplex</i> | |
| .4 | <i>Exterior side parcel line</i> | |
| | - adjacent to a <i>highway</i> shall be | 3.0 metres (9.8 feet) |
| | - adjacent to an <i>access route</i> shall be | 2.0 metres (6.6 feet) |

Minimum Setback of Accessory Buildings

57.10 The minimum *setback* of an *accessory building* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .2 | <i>Rear parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 1.0 metre (3.3 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 5.0 metres (16.4 feet) |

Maximum Density

57.11 The maximum *density* shall be no greater than 22 *dwelling units* per hectare.

Parking

57.12 Parking shall be required as per Appendix I.

Screening & Landscaping

57.13 Parcel lines of the strata development adjacent to residential zoned parcels shall be screened with a combination of fencing and/or landscaping as per Appendix III.

OCP POLICY

The subject parcel is designated Low Density Residential in the OCP, located within the outer edge of the urban containment boundary, and is within Residential Development Area A, the highest priority area for development. The proposed CD zone has been drafted to align with the Low Density land use designation and the City's related policies to generally support a compact community.

The proposal reasonably aligns with OCP Policy 4.4.3, which encourages all growth to be sensitively integrated with neighbouring land uses. Furthermore, the proposed zoning aligns with the Urban Residential Objectives of Section 8.2 and Urban Residential Policies listed in Section 8.3, including providing a variety of housing types and providing housing options. OCP Policy 8.3.13 permits a maximum density of 22 units per hectare on Low Density Residential land, while OCP Policy 8.3.14 supports Duplexes on Low Density designated lands. In terms of siting, the proposal appears to match several OCP Siting Policies under Section 8.3.19, including good access to recreation, community services, and utility servicing.

In terms of managing growth, the long-term consequence of developing Low Density designated lands at a higher density would be increased pressure on municipal services including increased traffic and subsequent congestion, related wear on existing infrastructure, and long-term increases in maintenance.

If this parcel was in closer proximity to other MDR lands, staff may be able to consider such a comprehensive proposal at a higher density to be a reasonable expansion aligned with neighbouring lands envisioned for similar densities and associated services, however in this location, the lot is disconnected from similar forms of multi-family development, transit and commercial services.

OCP Map 11.2 designates a proposed greenway at the south-west corner of the subject property which would tie into a developing network extending from adjacent developments to the west between Hillcrest School and the 5-corners intersection (Appendix 7). As this proposed greenway network crosses BC Hydro land and right-of-ways, the attached map has been reviewed by BC Hydro staff who have noted the proposed greenways as a "compatible use". The attached report indicates a willingness on the part of the developers to provide trail dedication along the south property boundary. The requirement of land dedication and trail construction has been included as a condition of subdivision.

COMMENTS

Engineering Department

While not conditions of rezoning, full municipal services are required, including service upgrades and improvements to 10 Avenue SE.

The attached comments have been provided to the applicant (Appendix 8).

Building Department

Some portions of the property are affected by steep slopes. Geotechnical review recommended.

Fire Department

No concerns.

Planning Department

Keeping in mind the Low Density Residential OCP designation, the subject parcels are located in an area well-suited for low density residential development, removed from the commercial areas of the City but within walking distance to the community facilities in the area.

The maximum residential density permitted under the Low Density land use designation is 22 dwelling units per hectare of land. As the subject property is just over 1 hectare in area, the maximum permitted density would be 22 dwelling units assuming some form of strata development and the present gross areas of the subject parcel.

The relatively long and narrow shape of the parcel presents some challenges for subdivision and development as detailed in the applicant's project outline. While the resulting configuration of the subject parcel is reasonable, the proposed strata lots presents some contrast with adjacent development, specifically with smaller parcel sizes, setbacks, and some duplex style buildings. However, staff note that duplex style buildings proposed are supported under the Low Density designation, while the setbacks proposed exceed what could apply under R-1 zoning.

A narrow site presents some challenges relative to visitor parking, snow clearance, emergency access and turn-around traffic. Opportunity for on-street parking at this site is very limited and the proposed front yards of the units (2 m) offer limited opportunity for parking in front of the proposed garages, thus it is important that the development meet or exceed parking requirements. The preliminary site plan provided indicates sufficient parking, including a turn-around and snow storage areas, while potential visitor parking between buildings is discussed in the proposal document. As the proposal is for a strata development, the access route will not be maintained or managed by the City. Screening with the use of fencing and plantings is proposed for adjacent residential parcels. The fencing and landscaping was negotiated with staff and the applicant simply as a measure to ensure a buffer between two different types of residential subdivisions. Additionally, a screened refuse/recycling area would also be required.

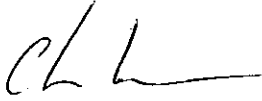
OCP attributes include a greenway trail at the south-east corner. While small relative to the larger greenway network, a potential greenway connection through the south portion of the parcel could be a significant component enabling a feasible connection in the area connecting five corners to Hillcrest School (Appendix 7). Recent developments to the west and south of this proposal have included significant dedication for pathways.

OCP Map 11.2 designates the proposed greenway. OCP Policy 11.3.19 allows for the Approving Officer to require land dedication for a trail as a condition for subdivision (stratification). Dedication or a statutory right of way and construction of a trail has been made a condition required at time of subdivision.

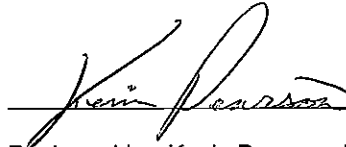
CONCLUSION

It is the opinion of Staff that the proposal represents a reasonable balance between growth management principles and respecting existing land uses: the proposed density appears reasonably compatible with established neighbouring land uses.

The proposed CD zoning of the subject property is aligned with the Low Density Residential OCP policies and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer



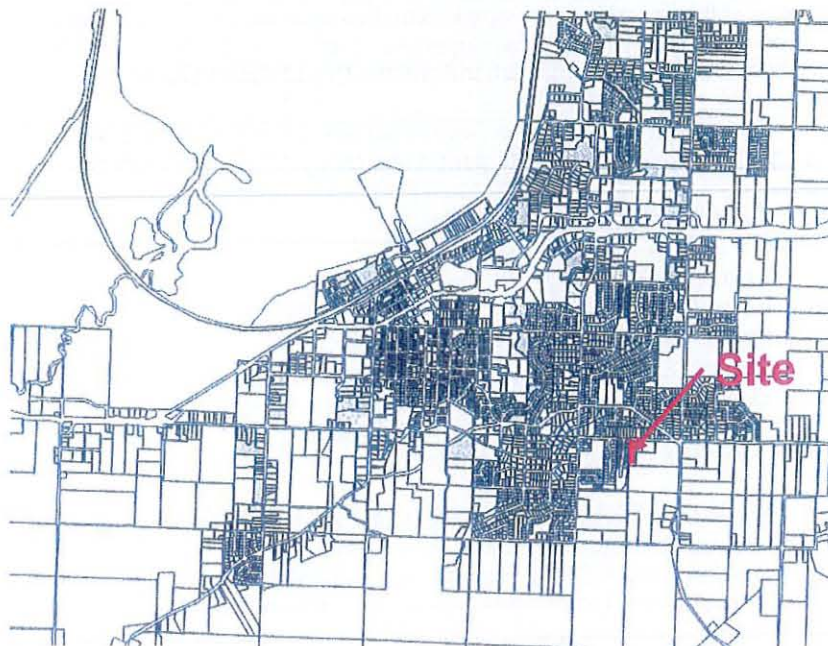
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



OCTOBER 20, 2018

COMPREHENSIVE DEVELOPMENT PLAN & PROJECT OUTLINE FOR REZONING & SUBDIVISION APPLICATION

PREPARED FOR: HILLCREST MEWS AND CITY OF SALMON ARM





EXECUTIVE SUMMARY

The Official Community Plan identifies areas for future development on a priority basis in order to ensure that growth within the City of Salmon Arm is done at a rate and in a manner that is best suited for the community. Prior to considering this growth the City of Salmon Arm often looks at completion of a Comprehensive Development Plan (CDP) for future growth plans at more of a neighborhood level. These plans look at the ultimate land uses, densities, phasing, utility and community servicing requirements and economic impact for neighborhoods.

This report provides, at a micro level, a Comprehensive Development Plan for the property located at 2520 10th Avenue SE and outlines the intent for this property with regards to the current OCP, the current zoning bylaw, the available servicing, and the Developers opinion on the residential needs within this area of Salmon Arm including the economic impact for the "Hillcrest" neighborhood.

In addition, this report outlines real estate trends within the City of Salmon Arm, housing statistics, residential construction rates including preliminary costing, and the target market of this development.

The intent of this report is to provide information to council and to staff regarding the goal of this development, the benefits the developers see that this development will provide, and reviews the economic and social impact to the neighborhood and the City of Salmon Arm.

The overall general intent that the Developers are looking to achieve with this development is to provide a more affordable housing option to people in a family orientated neighborhood. In researching this objective, the developers have reviewed ways to bring housing affordability rates down and have contributed this to some of the following general conditions:

- Reduced raw land cost;
- Reduced servicing standards or requirements;
- Smaller individual parcels;
- Smaller housing footprints;
- Slab on grade construction;
- Moderate Finishing's – Interior and Exterior;
- Organized Construction Sequencing.

To do this the developers are requesting to re-zone the property from R-1 Low Density Residential to a Comprehensive Development Zone. The Comprehensive Development Zone would allow for a Bareland Strata Subdivision of 20-22 lots approximately 325-375m² in size. The access road entering the site would be to the City standard for a private access. The reduced front and rear parcel setbacks would allow for a more desirable building footprint on this narrow existing lot, but would be consistent with setbacks for other medium density type strata developments in Salmon Arm. Upon successful re-zoning of this parcel, the developers would proceed to develop the land at an affordable rate and produce a "more affordable housing" option for families in the Hillcrest neighborhood, with a target price point of **\$399,000-\$429,000** for detached single family homes and duplexes.

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APPENDICES

APPENDIX A – PRELIMINARY SUBDIVISION SKETCH PLAN

APPENDIX B – SUBDIVISION RENDERINGS

APPENDIX C – ESTIMATED AND ANTICIPATED RESIDENTIAL CONSTRUCTION COSTS

APPENDIX D – ESTIMATED AND ANTICIPATED SITE SERVICING COSTS

1. INTRODUCTION

The subject property is situated in the Southeast quadrant of Salmon Arm, directly East of the Hillcrest Elementary School on the lower slopes of Mt. Ida. The subject property and legal description are depicted on the attached "Overall Subdivision Sketch Plan" and "Overall Location and Study Area Plan" attached.

The subject property is approximately 2.53 acres in size and is situated in a family-oriented area of Salmon Arm. As outlined in the most recent version of the *City of Salmon Arm Official Community Plan*, this property is next to two larger parcels that were recently included into the Urban Containment Boundary. In the Official Community Plan review the City saw these two parcels as an area that would provide an opportunity in the short term to develop low density single family residential lots. They were identified as such, since they are located adjacent to existing residential development, adjacent to the Hillcrest Elementary School and they have access to City servicing. This subject property is located next to this recent UCB expansion and provides similar attributes and benefits.

Where the developers see an opportunity, slightly different than the above noted UCB expansion intent, is that the developers see an opportunity in the Hillcrest – family orientated area of Salmon Arm, to provide a slightly higher density, and provide housing options at a more affordable rate. The Official Community Plan indicates that there is a need for higher density, or multi-family development in the City UCB. It notes that there is a demand for about 60% single family and 40% multi-family, and this trend is anticipated to continue. The growth in Salmon Arm over the past decade has been primarily in single family dwellings, and the majority of this has been for R1 fee simple development.

Over the past 5 years, the City has seen a recent trend in some higher density strata type development. More specifically this development has been geared towards the 55+ age demographic and has been situated close to the downtown amenities. It is the developers goal for this development to attract a younger demographic. The demographic anticipated would be for a family type setting given the proximity to the Hillcrest Elementary School, Shuswap Middle School, to sports fields, to Parks and to Churches around the SE quadrant of the City and to the Salmon Arm Industrial Park.

2. PROPOSED LAND-USE AMENDMENTS

The Salmon Arm Official Community Plan identifies future land uses (or land use designations) within the City limits. The current Official Community Plan land use designation for the subject property is Low Density Residential. This designation category incorporates housing forms such as single-family homes, semi-detached homes and manufactured homes. This land use designation also limits the development to a maximum density of **22 units per hectare** (8.90 units per acre). Meaning that under the current OCP designation, the property would allow for a total maximum of 22 units.

The Salmon Arm Zoning Bylaw # 2303 designates the subject parcel as R-1 Single Family Residential Zone. The purpose of this zone is to provide for single family residential areas to be developed to an urban density. As outlined in the zoning bylaw, the R-1 Zone has several restrictions with regards to area, setbacks and function of properties with this zoning designation:

Minimum Parcel Area = 450.0 square meters

Minimum Parcel Width = 14.0 meters

Minimum Setback of Principal Building:

Front Parcel Line = 6.0 meters

Rear Parcel Line = 6.0 meters

Interior Side Parcel = 1.5 meters

Exterior Side Parcel = 6.0 meters

Under the current OCP designation and zoning, this property would be restricted to reach its maximum development potential. The OCP would allow the property to have a maximum of 22 units and would allow the property to be zoned either R-1, R-2 or R-8 without the need for an OCP amendment. Since there is a requirement to service the lots with roads and further infrastructure, the maximum development potential for this property under the R-1 zoning, would be less. The zoning requirements that contribute to this maximum development potential include the minimum parcel area, the minimum building setbacks, and the minimum parcel width. This zoning bylaw requirement paired with the narrow existing lot dimensions of the property restrict the subdivision under the R1 zoning to 12 lots.

An alternative to the fee simple single-family subdivision would be to develop this land under the R1 zoning but develop as a conventional strata. This would allow the Developer to get the density desired on this property; however, the Developers feel that this arrangement is not well suited for this particular area of town.

As such, the developers are requesting to amend the current land-use. Knowing that the City of Salmon Arm underwent a comprehensive review of the City's needs in their most recent OCP, the developers are looking to work around the requirements of the current OCP designation. The request outlined here is that the City consider re-zoning the property to a **Comprehensive Development Zone** with the following criteria:

- *Allowed under the Low Density Residential Designation;*
- *Allow for Bareland Strata Subdivision;*
- *Allow for Single Family or Duplexes*
- *Allow for Minimum Parcel Area = 325m²*
- *Allow for Minimum Parcel Width = 11.0m*
- *Allow for Minimum Parcel Setbacks:*
 - *Front = 2.0m*
 - *Rear = 3.0m*
 - *Interior Side = 1.2m*
 - *Exterior Side = 6.0m*
- *For duplexes, an interior side-yard setback is not required at the common side lot line between two paired lots along which the duplex residential building is located, provided that no doors, windows or other openings are provided on that side by the building.*
- *Allow for Maximum Parcel Coverage = 45% of the parcel area*
- *Allow for Maximum Height of Principal Building = 10.0m*
- *Maximum number of dwellings shall be one per parcel.*

The above noted criteria are similar to that which are outlined in the City of Salmon Arm Zoning Bylaw Designation CD-7; however, the intent of this Comprehensive Development Zone is to provide for the "medium density" OCP designation.

The Developers understand that the property is within an area of the City that is well Developed, and that the neighboring properties to the West may lose a certain level of "buffering" in their back yards. Given the reduced "rear-yard" setback request, we would propose to make a condition of re-zoning to ensure that a buffer (or privacy) can be maintained between the properties. This condition would be that the Western parcel line would maintain a 6' fence, and a vegetation buffer throughout.

In addition, the Developers understand that an existing trail corridor exists along the properties to the West and South, the Developers intend to participate in this trail corridor and anticipate providing dedication along the South property boundary to maintain access through the trails system and towards the 30th Avenue SE connector.



3. SITE DESCRIPTION

The site is located at 2520 10th Avenue SE in Salmon Arm, BC. The development property is approximately 2.53 acres in size and is in an area of town that has all utilities available or within short proximity to the subject site. The site is approximately 2.2 km southeast of and 200m higher in elevation than the Shuswap Lake. The property is bound to the West by a newer single family residential development, to the North and North-East by older larger lot residential parcels, to the South-East by an existing BC Hydro Substation property, and to the South by the "Broadview Mobile Villa" modular home development.

The site is dry on the surface and is vegetated with grasses, shrubs and Douglas Fir trees. The tree cover becomes denser towards the southern (undeveloped) portion of the property. The site is gently grading throughout, with exception to grades in the South-East corner of the property which run at approximately 15-25% up to an existing flat bench beyond the extents of the subject parcel. The site topography is well suited for residential development and presents no outlying concerns at this stage of planning and development.

4. PROPOSED LAYOUT

If the land use amendments are supported, and the proposed subdivision is able to proceed as proposed, the proponent's development plan includes:

- Phase 1 and 2 – Subdivide the 2.53 acres into a 20-22 lot of bare land strata subdivision. Minimum parcel size to be 325m²; however preferably in the range of 350-375m². The preference of 20-22 lots is that A) physically the parcel sets itself up well for this density, and B) the OCP designation of Low Density Residential allows for 22 dwellings per hectare, which makes 22 lots on this parcel the maximum under the current OCP designation.

A conceptual plan is provided for the proposed subdivision layout and included in **Appendix A**.

4.1. SITE ACCESS

The proposed layout would have a private access road centered in the property, accessed off 10th Avenue SE. Lots would be spread throughout both sides of the road, and the access road would traverse through the property in a manner which is best suited for the natural topography and lot development. Due to the relative narrow width of the parent parcel, lots would have a depth of 23m, and width as required to achieve minimum lots sizes and subdivision density. The access road will meet all local and provincial requirements for private road access, and would look to meet or exceed the requirements for snow storage and available areas for the strata to collect and store. As a strata the need for sidewalks is not anticipated. As a cost saving measure, and in the theme of "more affordable development" the developers would construct a roadway which would include 7.3m of pavement width, curb and gutter on both side of the road, street drainage and street lighting. Due to the light volume and "no-through" traffic it is anticipated that roadways can be utilized for pedestrian traffic.

Individual parcels would be accessed by a short driveway stemming right off the main strata access road. Residential buildings will be constructed in such a way as to promote a gradual slope on driveways, with a positive grade back towards the road. It is anticipated that all residential dwellings will be situated in such a manner as to create additional "side-yard" parking stalls for additional parking space. The reasoning for this is to ensure that the narrow streetscapes do not become an area for residents' permanent parking.

4.2. SITE SERVICES

The site is currently serviced with City water from the main Zone 5 water line running down 10th Avenue SE, the house is currently being serviced with an on-site wastewater disposal system, storm water is controlled on-site, and electrical/telecommunications is being provided by an aerial system fronting the property. The proponents anticipate upgrades to the site servicing of this remainder parcel.

The water servicing to this site for both domestic and fire protection will be provided by a new adequately sized service from the City Zone 5 system. Based on previous experience in the recent developments to the West it is anticipated that flows and pressures will be adequate to feed this proposed development. A single service feed will be created into the property, it is anticipated that this service will be 150mm in size to adequately provide fire flows to the development. This water service will run down the strata access road and provide individual residential sized services to the parcels.

As a condition of subdivision, the on-site waste water disposal system will be decommissioned and the site will be provided with a City sanitary service connection. Currently, the City's sanitary sewer system is extended just East of the intersection of 10th Avenue SE and 24th Street SE. This is approximately 19m away from the frontage of this parcel and the developer's intent to extend this sanitary sewer across the frontage of this property to provide adequate sewer servicing. The extension will allow for an adequately sized sanitary sewer service to be provided through the access road of the development and individual services to the parcels will be provided.

Currently the City's storm sewer system is extended to the intersection of 10th Avenue SE and 24th Street SE as well. This is approximately 45m away from the frontage of this parcel and the developed intend to review the requirements for storm water disposal at this site in more detail during the subdivision development stages. The City of Salmon Arm Subdivision and Development Servicing Bylaw No. 4163 allows for parcels which are not currently serviced by storm water infrastructure, to alternatively be developed with an Integrated Storm Water Management Plan, and essentially construct measures by which the development can dispose of storm water on site. When soils are sufficient for disposing of stormwater on site, without negatively impacting neighboring properties then this is an option that can be explored. The developers do intend to explore the option of an ISMP; however, also anticipate that a storm sewer extension may be required to provide a City storm main to the development.

The development will also be provided with underground hydro and telecommunications servicing for all parcels and across the frontage of the development.

Off-site frontage improvements and infrastructure extensions will be a cost borne by the developers (much like all developments). As such, the developers anticipate these costs and a breakdown of the anticipated off-site costs are included in **Appendix D**. As the need for "more affordable housing" continues, in the subdivision stages the developers will be looking to staff and perhaps council for areas in which savings can be found for these servicing upgrades. At this time, the developers do anticipate these costs and this will be reflected in the end cost of the housing units.

5. HOUSING AFFORDABILITY

The overall general intent that the developers are looking to achieve with this project is to provide a "more affordable housing" option to people in a family orientated neighborhood. In researching this objective, the developers have outlined ways to bring housing affordability rates down and have contributed this to some of the following general conditions:

- Reduced raw land cost;
- Reduced servicing standards or requirements;
- Smaller individual parcels;



Appendix 1: Proposal
 825C Lakeshore Drive W
 PO Box 106
 Salmon Arm, BC V1E 4N2

- Smaller housing footprints;
- Slab on grade construction;
- Moderate Finishing's – Interior and Exterior;
- Organized Construction Sequencing.

It is the developer's opinion that a combination of these conditions along with support from the community, staff and council is required in order to meet the demand in the community for a more affordable living option. In the context of this proposal, the developers do not intend for this type of housing affordability to support low income families, or ease homelessness; but in essence, they intend to provide a housing option outside the typical new single-family residential concepts seen recently all over the City.

5.1. RAW LAND AND SITE DEVELOPMENT

The two major impacts of housing affordability with regards to the **land** is cost of the raw land and the cost to service the land. Upon review of raw land options in the City of Salmon Arm, with the intension of providing a higher density bareland strata subdivision, the options that the developers have found were typically "Medium Density" lands, with R4 or higher zoning. These parcels in theory are perfect for the proposed development type discussed here. Where in reality, due to their land use designation and sometimes location, the raw land cost is at a rate that would not allow the developers to proceed with a "more affordable housing" project. The developers chose this particular site, because since the current zoning would not allow for this higher density, it was available at a rate justified by its current land use potential. As such, the end cost of raw land is directly contributable to the housing cost of the end user.

The other major impact of housing affordability with regards to the **land** is the cost of site servicing. This servicing includes the requirements to improve adjacent streets, provide underground services, site grading/excavations and site access. Two major benefits of creating a bareland strata subdivision for this parcel is that the road dedication requirements are significantly less than that of a City owned road and the road upgrading requirements are slightly less stringent then public road requirements in an urban setting. In addition, the strata concept allows development to happen on both side of the street, increasing the potential density of the development.

In essence, this property was chosen for this project due to the raw land value, the vicinity to public infrastructure, the limited amount of off-site frontage improvements and servicing requirements, in addition to other contributing factors. With approval of the comprehensive development zoning that has been requested, the ultimate raw land value of individual parcels will be at a "more affordable" rate, the developers would be able to proceed with the bare-land strata subdivision concept, and servicing costs would also be non-restrictive to achieve this.

5.2. RESIDENTIAL CONSTRUCTION

The Developers have considered the internal options they can use to mitigate construction costs and have developed the following list as "cost-saving" measures they can take to ensure that housing affordability can be established:

1. Bulk Excavations and Site Grading – One of the major variable costs in housing construction can be the cost of the on-site site grading and foundation excavations. The Developers intend to mitigate this by preparing the lots at the subdivision stage in a way that sets them up for a less expensive foundation excavation and/or landscaping bill. The Developers will utilize the existing grades to dictate what style of foundation system is used on the particular parcel.
2. Building Footprints and Housing Layouts – The Developers understand that the building footprint and the style of house is a major factor in the overall cost of construction. The

- Developers are looking to develop a statutory building scheme that promotes efficient and affordable construction standards and finishing's.
3. **Well Sequenced Construction Staging** – The Developers realize that efficiencies can be created through a well-defined construction schedule and in particular the staging of construction activities. To promote efficient construction in an effort to drive down costs the Developers will look to construct the buildings in bulk. Instead of putting in one foundation at a time, the Developers will look to do more. As the Developers plan to expedite, as much as the housing market allows, the completion of the development, the Developers expect proportionate savings in costs gained by an increased/accelerated level of production across all trades.
 4. **Mechanical Systems** – One of the major costs in housing construction comes from the cost of mechanical systems. The heating, venting, air conditioning, plumbing and electrical can drive the cost of house construction up. The Developers will look to alternative options to provide these mechanical systems while still meeting the requirements of the BC Building Code and other relevant regulations.
 5. **Multi-build Sub-contractor Agreements** – In awarding sub-contracted work of multiple houses at once to specific sub-contractors (Electrical/Plumbing/HVAC/Dry-wall/Insulation/Painting) it is believed unit prices & labor costs provided by sub-contractors will be driven down as they are being exclusively awarded multiple builds giving them extended job security within the development.

6. REAL ESTATE STATISTICS AND HOUSING NEEDS

Following a review of several real estate trend and market analysis reports it has become apparent that the housing market conditions in BC have shifted considerably since the end of 2017. One reason for this shift has been the implementation of revised methods of stress tests for conventional mortgages. Reports have shown that this revision to the federal requirements has created cuts of about 20% of purchasing capacity for the marginal type buyer. First time buyers, even the ones with higher down payments are being somewhat squeezed out of the market or need to significantly lower their expectations for their first home.

In addition to a slower real estate market, demographics are constantly changing. The age demographic of millennials (25 to 34 years and even 35 – 44 years) are starting to look towards entering the market. This age demographic is the topic of much debate on housing affordability, and has many in their demographic, especially families, looking to alternative markets or in some cases, right into the rental market. This opens the need for "more affordable housing" options in a lower priced market.

Understanding the market locally has been the primary concern of this development group. A low inventory of properties for sale and an influx of buyers from the Lower Mainland and Alberta have been driving the homes prices up in Salmon Arm according to a many of the local realtors. They have identified that there is a lack of inventory in Salmon Arm especially in the \$300,000 to \$400,000 range.

This lack of inventory has been somewhat adjusted over the past 3 or 4 years, as we have seen several different developments take place in Salmon Arm. We have had developments in the Hillcrest Area that have added in the range of about 100 new single-family fee simple lots, we have had developments in the downtown area (near Piccadilly Mall) take place that will add up to 200 more smaller strata style lots, we have had estate style developments occur in the Upper Lakeshore area, and various other smaller developments throughout the City.

The developers have reviewed the target market of the above noted developments and have found a significant gap in the ability of these developments to cater to the one demographic. This demographic being younger families or first-time home buyers. The developers understand that there is an inventory for used residential that many new home buyers can resort to, but in many cases, as noted above the younger demographic is looking for new construction. New construction, even in Salmon Arm, as we know will come with a price tag. With the increases in construction costs a typical single-family home



Appendix 1: Proposal
825C Lakeshore Drive W
PO Box 106
Salmon Arm, BC V1E 4N2

on a fee simple lot is hard to find under the \$500,000 mark and in many cases, you would be hard pressed to find this. This development group is therefor looking to cater to this particular market in an area of Salmon Arm that lends itself to a younger demographic.

7. CONCLUSION

This Development group understands that there is a range of housing needs within the City of Salmon Arm. The land use amendment proposed herein is to allow for a development that meets the needs of one demographic which the Developers feel is lacking in options. The zoning would allow for the property to be developed to its full potential, without contradicting the current OCP designation and the prior studies that the City of Salmon Arm has completed with regards to the current and future land capabilities.

This report has outlined the request, the developers research and the developer's rationale behind the request. The information provided is the opinion of the developers in many cases and not necessarily facts or is not necessarily the precise outcome of this development, but it does layout the overall and the general intensions of the Development group.

We trust that this preliminary comprehensive development plan and project outline satisfies your present requirements. Should you have any questions or comments, please contact our office at your earliest convenience.

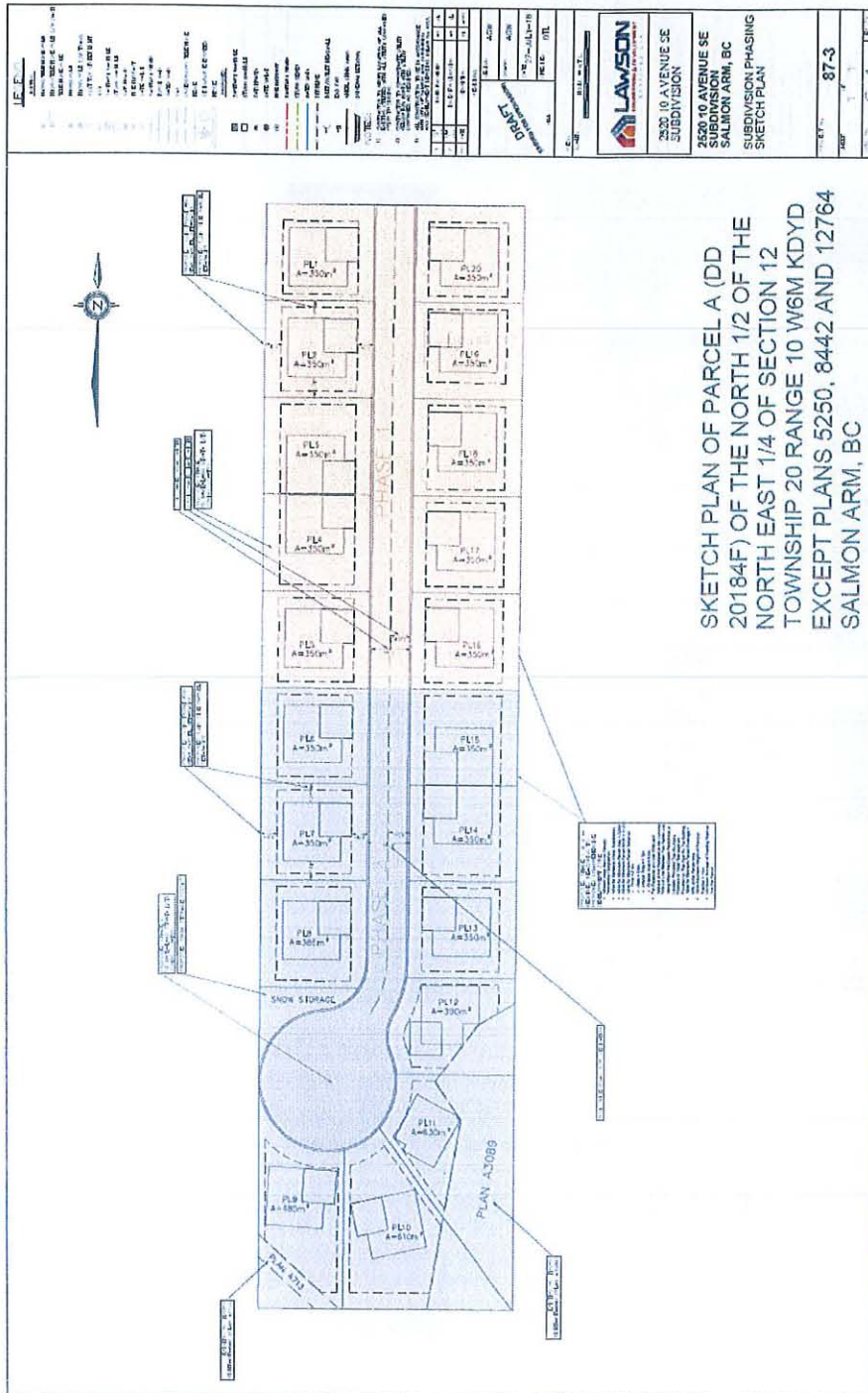
Best Regards,

Lawson Engineering and Development Services Ltd.

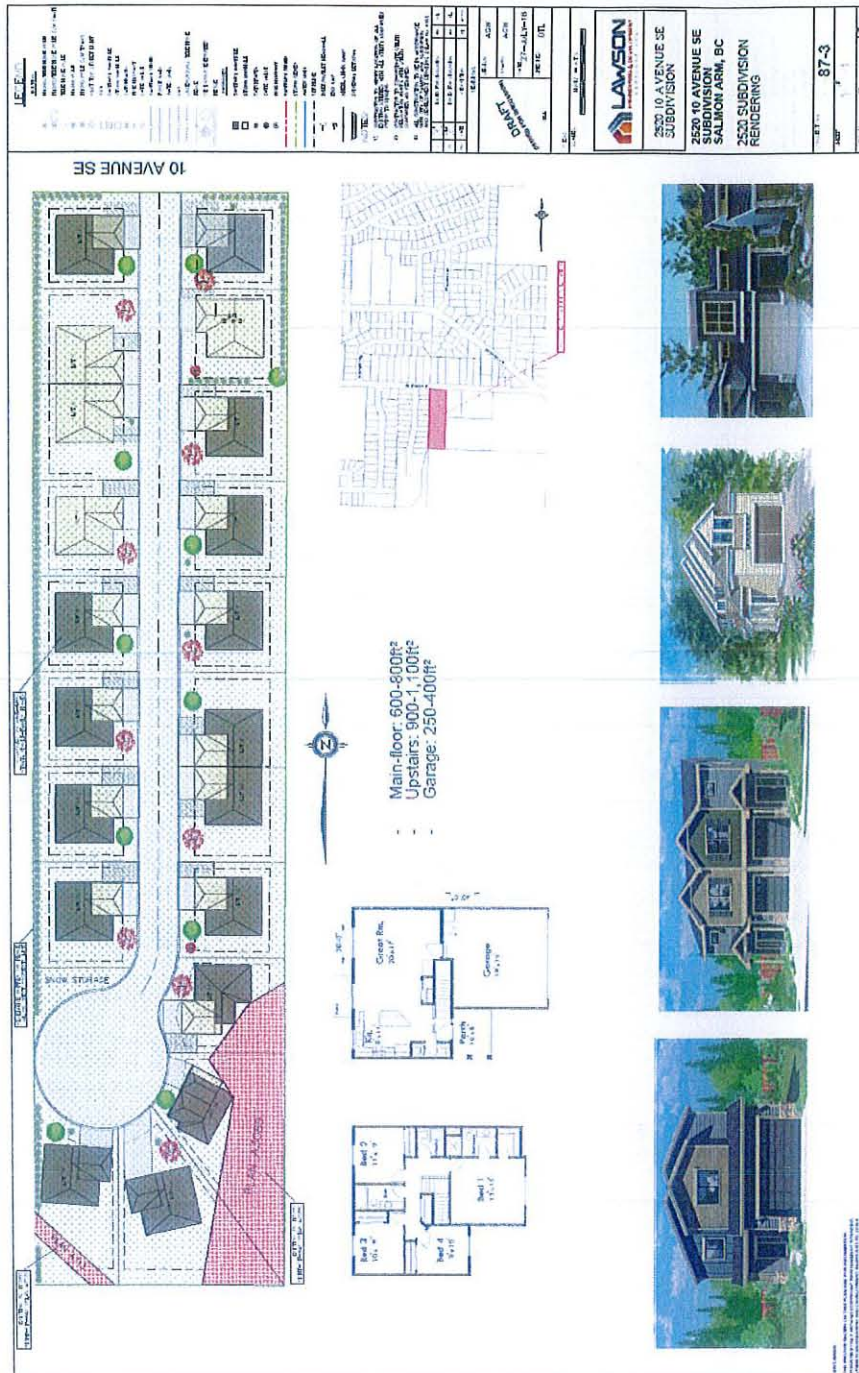
Prepared by:

A handwritten signature in blue ink, appearing to read "B. Lawson", is written over a light blue circular stamp.

Blake Lawson, P. Eng., Principal
Project Engineer

Appendix A: Preliminary Subdivision Sketch Plan


Appendix B: Subdivision Renderings



Appendix C: Estimated and Anticipated Building Costs

Project Description	More Affordable Housing	LAWSON ENGINEERING & DEVELOPMENT SERVICES LTD.	Date: 11-Jun-18
Appendix A Compensation - Summary Total Cost by Division			
Option 1 - Full Residential Construction			
Master Format Division - FULL HOUSE BUILD			
Line Item		Total Cost	\$
1.1	1 Framing	\$63,360.00	
1.2	2 Concrete Work/Foundation Walls/Earthwork	\$36,626.92	
1.3	3 Electrical	\$21,472.00	
1.4	4 Plumbing	\$24,200.00	
1.5	5 Doors- Exterior	\$5,720.00	
1.6	6 Doors - Interior	\$4,175.60	
1.7	7 Windows	\$5,500.00	
1.8	8 Kitchen/Bathroom - Cabinets, Counter-top	\$18,700.00	
1.9	9 Appliances	\$0.00	
2.0	10 Interior Finishing	\$63,888.66	
2.1	11 Exterior Finishing	\$19,976.00	
2.2	12 HVAC (Heating, Air Conditioning, Central Va	\$11,880.00	
2.3	13 General Costs (Insurance/Permits/Engineer	\$12,430.00	
2.4	14 Landscaping	\$5,750.00	
	TOTALS	\$293,679.18	

Appendix D: Estimated and Anticipated Site Servicing Costs

Page 1

 2520 10th Ave SE - Civil Construction Onsite
 18-Jun-18
 CLASS 'D' OPINION OF PROBABLE COST

 SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Remove & Dispose Asphalt	m2	0 *	15.00	-
1.2	Supply & Install Asphalt (65m)	m2	1600 *	25.00	40,000.00
1.3	Supply & Place 75mm WGB Sub-Base Agg.	m3	735 *	55.00	40,425.00
1.4	Supply & Place 25mm WGB Base Aggregate	m3	125 *	80.00	10,000.00
1.5	Common Excavation & Disposal/Relocation	m3	3000 *	24.00	72,000.00
1.6	Boulevard Grading	LS	LS *	5,000.00	5,000.00
1.7	Clearing, Grubbing and Tree Removal	LS	LS *	25,000.00	25,000.00
2.0	WATER DISTRIBUTION WORKS				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install 150ø PVC Watermain	m	150 *	190.00	28,500.00
2.2	Supply & Install 25ø Water Service c/w CS	ea	18 *	1,800.00	32,400.00
2.3	Tie Into Existing 150ø Watermain	ea.	0 *	7,500.00	-
2.4	Fire Hydrant Assembly c/w Gate Valve & Tee	ea.	1 *	8,500.00	8,500.00
3.0	SANITARY SEWER WORKS				
	SECTION 3				
	Supply, & Install Complete				
3.1	Supply & Install 200ø PVC Sanitary	m	150 *	185.00	27,750.00
3.2	Supply & Install Sanitary Manhole	ea	2 *	3,500.00	7,000.00
3.3	Tie-in to Existing Sanitary Manhole	ea	0 *	4,500.00	-
3.4	Supply & Install 100ø PVC Sanitary Service c/w Inspection Chamber	ea	18 *	1,600.00	28,800.00
4.0	STORM SEWER WORKS				
	SECTION 4				
	Supply & Install, Complete				
4.1	Supply & Install 300ø PVC Storm Main	m	135 *	190.00	25,650.00
4.2	Supply & Install 1050 Storm Manhole	ea	2 *	3,500.00	7,000.00
4.4	Supply & Install 150mm PVC Storm Service	ea	18 *	1,800.00	32,400.00
4.4	Supply & Install Catch Basin c/w Lead	ea	4 *	2,500.00	10,000.00
4.5	Supply & Install Storm Detention (Allowance)	LS	LS *	35,000.00	35,000.00
4.6	Supply & Install Erosion and Sediment Control	LS	LS *	10,000.00	10,000.00

CLASS 'D' OPINION OF PROBABLE COST

Page 2

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
5.0	CONCRETE WORKS				
	SECTION 5				
	Supply & Install, Complete				
5.1	Supply & Install Concrete Curb & Gutter	m	365	98.00	35,770.00
5.2	Supply & Install Lock Block Retaining Wall	m2	90	450.00	40,500.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				
	SECTION 5				
	Supply & Install, Complete				
6.1	Supply & Install Post Top Street Lights c/w Cond	ea.	4	7,500.00	30,000.00
6.2	Supply & Install UG BCH and Tel (Allowance)	LS	LS	45,000.00	45,000.00

CLASS 'D' OPINION OF PROBABLE COST

Page 3

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
	SUMMARY				
1.0	ROADS & EARTHWORKS				\$ 192,425.00
2.0	WATER DISTRIBUTION WORKS				\$ 69,400.00
3.0	SANITARY DISTRIBUTION WORKS				\$ 63,550.00
4.0	STORM SEWER WORKS				\$ 120,050.00
5.0	CONCRETE WORKS				\$ 76,270.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				\$ 75,000.00
	SUB TOTAL				<u>\$ 596,695.00</u>
A.	CONTINGENCY (10%)				\$ 59,669.50
A.	MATERIALS TESTING & LAYOUT (3%)				\$ 17,900.85
	SUB TOTAL				<u>\$ 674,265.35</u>
	GST (5%)				<u>\$ 33,713.27</u>
	TOTAL				<u>\$ 707,978.62</u>
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BC Hydro Contribution, BCLS, DCC Environmental Impact Assessments, Legal				

2520 10th Ave SE - Civil Construction Offsite
 18-Jun-18
 CLASS 'D' OPINION OF PROBABLE COST

 SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
 (*Denotes Nominal Quantity)

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
1.0	ROADS AND EARTHWORKS				
	SECTION 1				
	Supply & Install, Complete				
1.1	Remove & Dispose Asphalt	m2	225 *	15.00	3,375.00
1.2	Supply & Install Asphalt (65m)	m2	200 *	25.00	5,000.00
1.3	Supply & Place 75mm WGB Sub-Base Agg.	m3	90 *	55.00	4,950.00
1.4	Supply & Place 25mm WGB Base Aggregate	m3	16 *	80.00	1,280.00
1.5	Common Excavation & Disposal	m3	100 *	24.00	2,400.00
1.6	Boulevard Grading / Landscape Restoration	LS	LS *	5,000.00	5,000.00
1.7	Driveway Rehab	LS	LS *	3,500.00	3,500.00
2.0	WATER DISTRIBUTION WORKS				
	SECTION 2				
	Supply & Install, Complete				
2.1	Supply & Install 150ø PVC Watermain	m	15 *	190.00	2,850.00
2.2	Supply & Install 200ø PVC Watermain	m	0 *	200.00	-
2.3	Supply & Install 25ø Water Service c/w CS	ea	1 *	1,800.00	1,800.00
2.4	Tie into Existing 150ø Watermain	ea	1 *	7,500.00	7,500.00
2.5	Fire Hydrant Assembly c/w Gate Valve & Tee	ea	0 *	8,500.00	-
3.0	SANITARY SEWER WORKS				
	SECTION 3				
	Supply, & Install Complete				
3.1	Supply & Install 200ø PVC Sanitary	m	90 *	185.00	16,650.00
3.2	Supply & Install Sanitary Manhole	ea	2 *	3,500.00	7,000.00
3.3	Tie-in to Existing Sanitary Manhole	ea	1 *	2,500.00	2,500.00
3.4	Supply & Install 100ø PVC Sanitary Service c/w Inspection Chamber	ea	1 *	1,800.00	1,800.00
4.0	STORM SEWER WORKS				
	SECTION 4				
	Supply & Install, Complete				
4.1	Supply & Install 300ø PVC Storm Main	m	112 *	190.00	21,280.00
4.3	Supply & Install 1050 Storm Manhole	ea	2 *	3,500.00	7,000.00
4.4	Supply & Install 150mm PVC Storm Service	ea	1 *	1,800.00	1,800.00
4.4	Supply & Install Catch Basin c/w Lead	ea	1 *	2,500.00	2,500.00
4.5	Supply & Install Storm Detention (Allowance)	LS	LS *	-	-
4.6	Supply & Install Erosion and Sediment Control	LS	LS *	-	-

CLASS 'D' OPINION OF PROBABLE COST

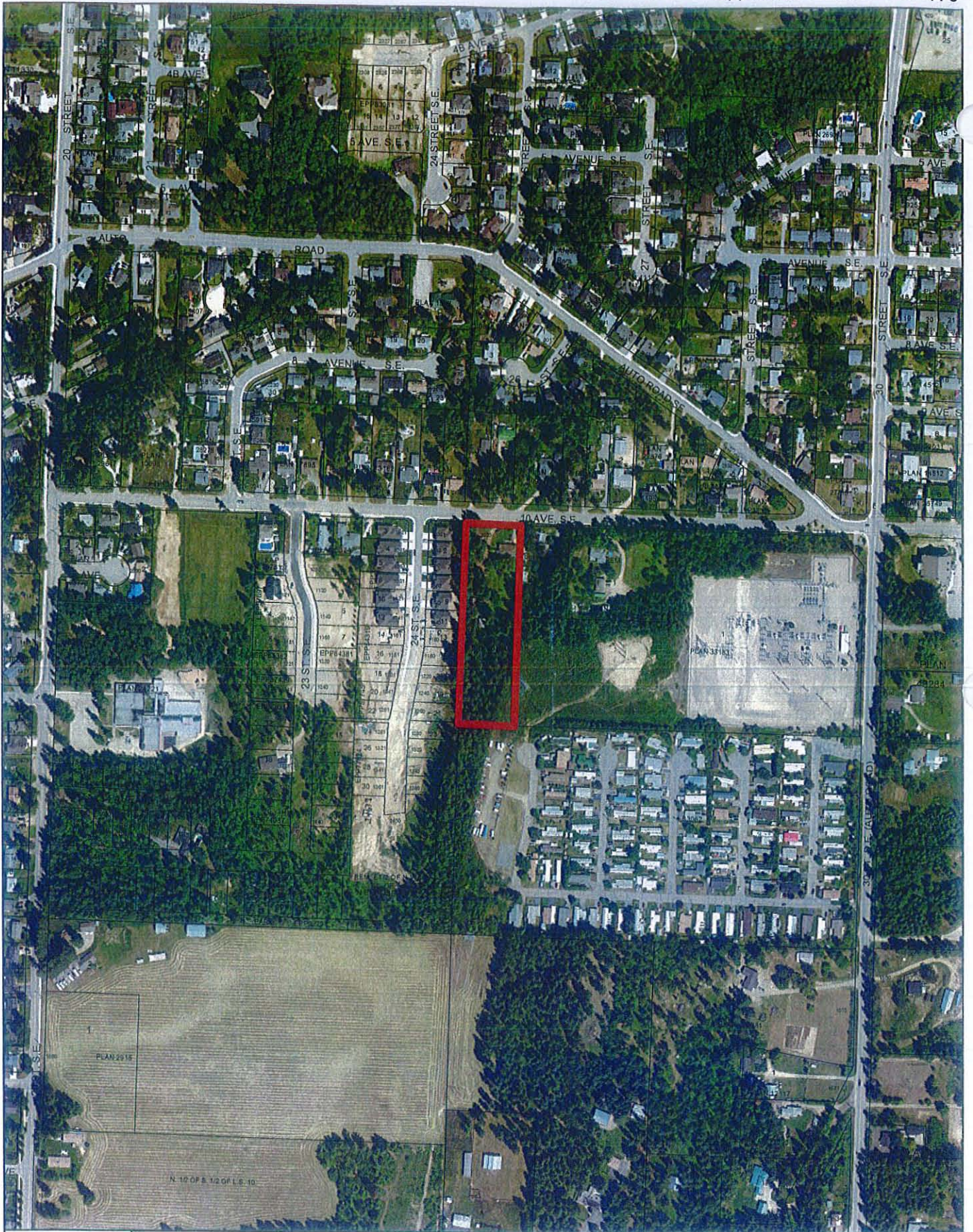
Page 2

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
5.0	CONCRETE WORKS SECTION 5 Supply & Install, Complete				
5.1	Supply & Install Concrete Curb & Gutter	m	54 *	98.00	5,292.00
5.2	Supply & Install 150mm Concrete Sidewalk	m2	100 *	105.00	10,500.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS SECTION 5 Supply & Install, Complete				
6.1	Supply & Install Post Top Street Lights c/w Cond	ea.	1 *	7,500.00	7,500.00
6.2	Supply & Install UG BCH and Tel (Allowance)	LS	LS *	5,000.00	5,000.00

CLASS 'D' OPINION OF PROBABLE COST

Page 3

Item No.	DESCRIPTION OF WORK	UNIT	QUANTITY	UNIT PRICE	AMOUNT \$
	SUMMARY				
1.0	ROADS & EARTHWORKS				\$ 25,505.00
2.0	WATER DISTRIBUTION WORKS				\$ 12,150.00
3.0	SANITARY DISTRIBUTION WORKS				\$ 27,950.00
4.0	STORM SEWER WORKS				\$ 32,580.00
5.0	CONCRETE WORKS				\$ 15,792.00
6.0	ELECTRICAL, BCH, TEL & STREETLIGHTS				\$ 12,500.00
	SUB TOTAL				\$ 126,477.00
A.	CONTINGENCY (10%)				\$ 12,647.70
A.	MATERIALS TESTING & LAYOUT (3%)				\$ 3,794.31
	SUB TOTAL				\$ 142,919.01
	GST (5%)				\$ 7,145.95
	TOTAL				\$ 150,064.96
	1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost. 2) Unit Prices are influenced by supply & demand for both contractors & materials at the time of construction, thereby affecting the final cost. 3) Excludes BC Hydro Contribution, BCLS, DCC Environmental Impact Assessments, Legal				



0 55 110 220 330 440 Meters



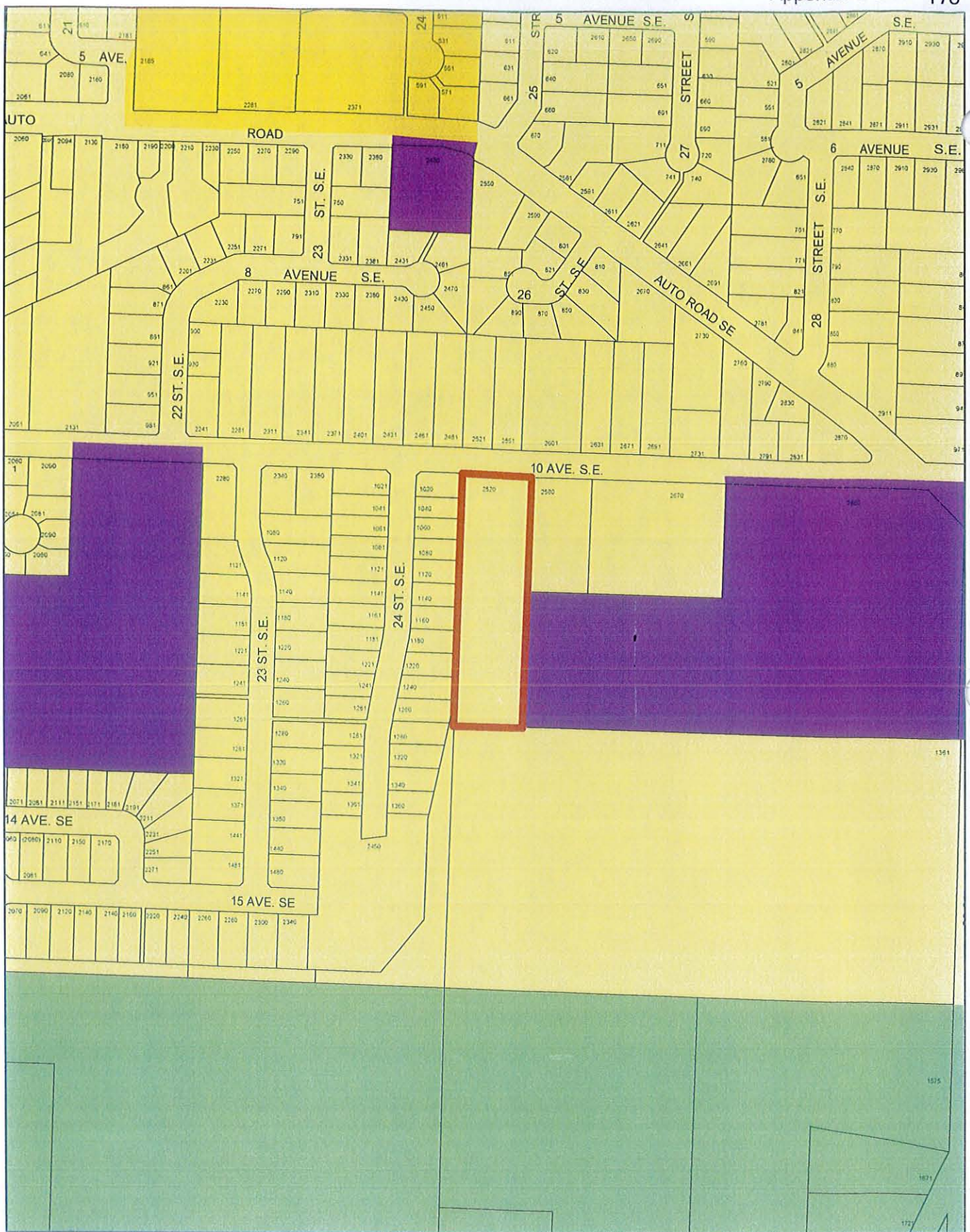
Subject Parcel



0 12.5 25 50 75 100 Meters



Subject Parcel



0 1530 60 90 120
Meters



Subject Parcel



Acreage Reserve



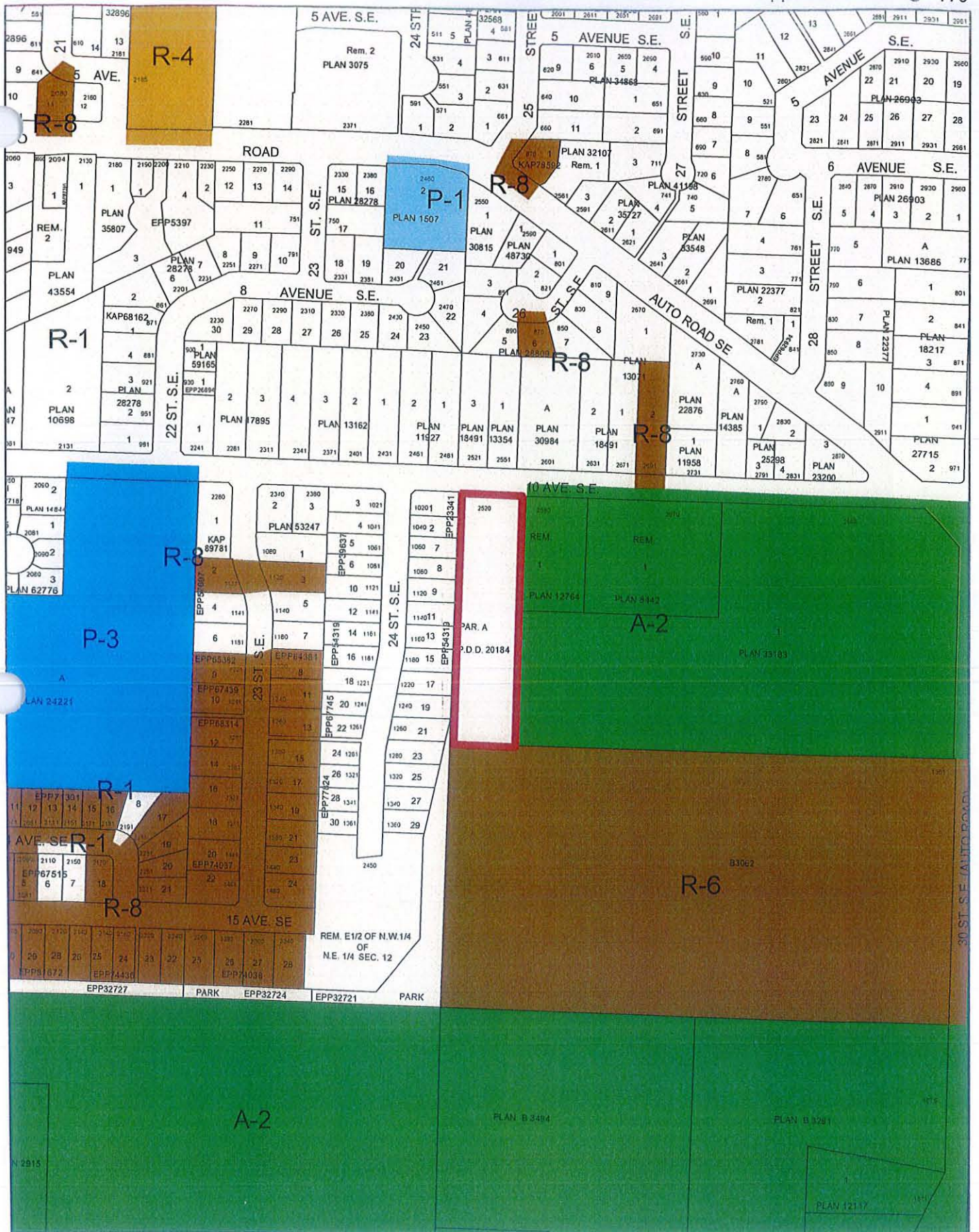
Institutional



Low Density Residential



Medium Density Residential



Subject Parcel



View south-west of subject parcel from 10 Avenue SE.



View south-east of subject parcel from 10 Avenue SE.





City of Salmon Arm
Memorandum from the Engineering
and Public Works Department

To: Kevin Pearson, Director of Development Services
 Date: October 30, 2018
 Prepared by: Xavier Semmelink, Engineering Assistant
 Subject: **ZONING AMENDMENT APPLICATION File No. ZON-1136**
 Legal: Parcel A (DD20184F) of the North ½ of the North East ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764
 Civic: 2520 – 10 Avenue SE
 Owner: Hillcrest Mews Inc.
 Applicant: Lawson Engineering & Development Services Ltd. / Blake Lawson

Further to your referral dated September 26, 2018 we provide the following servicing information. The following comments and servicing requirements are not conditions for rezoning; however, these comments are provided as a courtesy in advance of any development proceeding to the next stages:

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 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

Zoning Amendment Application File No. ZON-1136

October 30, 2018

Page 2

-
9. 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.

Roads / Access:

1. 10 Avenue SE, on the subject properties northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
2. 10 Avenue SE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, curb & gutter, boulevard construction, street lighting, street drainage 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. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.
5. The maximum allowable cul-de-sac length in the urban area is 160 meters. This measurement shall be measured along centerline from the centre of the first intersection having access from two alternate routes to the center of the cul-de-sac. Where the maximum cul-de-sac length is exceeded a secondary emergency access shall be provided. Emergency accesses are to be constructed in conformance with Policy 3.11 (Emergency Accesses).
6. The City supports a trail connection to be dedicated and constructed along the southern boundary of the subject property. Dedication shall be a minimum of 3.0m wide. Trails to be constructed as per Specification Drawings No. CGS 8 -10.

Water:

1. The subject property fronts a 150mm diameter Zone 4 watermain and 150mm diameter Zone 5 watermain on 10 Avenue SE. No upgrades will be required at this time.
2. The subject property is 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), from the Zone 5 watermain.

Zoning Amendment Application File No. ZON-1136

October 30, 2018

Page 3

3. Strata developments with ground oriented access have the option of a bulk water meter installed at property line at time of subdivision with invoicing to the Strata Corporation or individual strata lot metering with invoicing to each strata lot (currently on an annual flat rate). To qualify for the second option each unit requires a separate outside water service shut-off connected to the onsite private water main. Contact Engineering Department for more information. All meters will be provided at time of building permit by the City, at the owner/developers cost.
4. Records indicate that the existing property is serviced by a 19mm service from the 150mm diameter Zone 5 main on 10 Avenue SE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Internal fire hydrant installation may be required.

Sanitary:

1. A 200mm diameter sanitary sewer on 10 Avenue SE is approximately 20m away from the frontage of the subject property. Extending this sanitary sewer across the frontage along 10 Avenue SE to the eastern boundary of the subject property is required.
2. The proposed lot is 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.
3. Records indicate that the existing lot is currently serviced by a septic field. Decommissioning of the existing septic field will be a requirement of the subdivision. Owner / Developer responsible for all associated costs.

Drainage:

1. A 250mm diameter storm sewer at the intersection of 10 Avenue SE and 24 Street SE is approximately 45m away from the frontage of the subject property. Extending this storm sewer across the frontage along 10 Avenue SE to the eastern boundary of the subject property is required.
2. 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.

Zoning Amendment Application File No. ZON-1136

October 30, 2018

Page 4

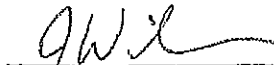
-
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
 4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed lot shall be serviced by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. 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), Category C (Landslide Assessment) is required



Xavier Semmelink
Engineering Assistant



Jerin Wilson, P.Eng., LEED® AP
City Engineer

	Minimum Parcel Area (SFD)	Minimum Parcel Width	Maximum Parcel Coverage	Maximum Density	Maximum Height	Front Setback	Rear Setback	Interior Setback	Exterior Setback
R-1	450 m ²	14 m	45%	22units/ha	10 m	6 m	6 m	1.5 m	6 m
R-4	300 m ²	10 m	55%	50units/ha	13 m	2 m	3/5 m	1.2/1.8m	5/2 m
CD-19	325 m ²	10 m	50%	22units/ha	10 m	3/2 m	3 m	1.2/1.8m	3/2 m

From: Susan Beauregard
Sent: Monday, February 18, 2019 8:02 AM
To: Caylee Simmons
Subject: Zoning Application #1136

February 18, 2019.

To: His Worship Mayor Harrison & Members of Council
 From: Susan & Gerry Beauregard

Dear Allan & Members of Council,
 Please accept this email as our opposition to the zoning bylaw amendment application No. 1136.
 We do not approve of this zoning change from R-1.

Some of our concerns are:

- Deviation from official community plan of R-1 zoning
- We purchased with the understanding this area would be consistent with the rest of the neighborhood R-1
- Parking overflow on 10th Avenue will create a safety concern for all residents in this area as it is already too busy with the school traffic
- Hillcrest Elementary is already at capacity of students without the existing subdivision completed
- The current buffer of trees will be sadly missed exposing the Hydro Tower, conditions should be made to ensure trees are left
- There are no amenities close by, a more suitable location would be in the down town core for medium density residential
- We feel it should remain as an R-1 zoning with a maximum of 12 residential lots.
- Who is incurring the cost of the extension of sanitary, storm & water services to meet the requirements of this project

In conclusion we are not in favor of this zoning change.
 Thank-you for your considerations.

Sincerely,
 Susan and Gerry Beauregard
 1221 - 23 Street SE, Salmon Arm, BC V1E 0C7

February 15th, 2019

T.Dominico
1120 24th St. SE
Salmon Arm, BC V1E 2J3

To: City of Salmon Arm – Council
Reference: ZON-1136/ Bylaw No. 4306

Dear Honorable Mayor and Council Members:

We are writing this submission to be considered in *disapproval* of the proposed rezoning of 2520 10 Ave SE from R-1 to CD-19 Comprehensive Development Zone, by Lawson Engineering & Development.

As residents of the West adjacent parcel (R-1 zone) listed below are our concerns for the proposed development:

1. There is a steep slope on the parcel. Reference page 4 of the DSD Memorandum subsection building development- geotechnical review recommended. It should be mandatory prior to approval, a formal geotechnical review of the slope's stability be performed and submitted for public and council review.
2. As residents of the East adjacent portion of the parcel- we are concerned about the removal of trees, the roots and subsequent change in water drainage with respect to the stability of the slope in our backyard.
3. When the stability of the slope is compromised, how is the subsequent erosion going to be addressed? What recourse do we have for the future if damage to our property occurs?
4. The higher density would have a significant increase on the demands of municipal services, including higher traffic, congestion- with emphasis on the lack of suitable parking adjacent the development entrance on 10th Ave SE.
5. The area is largely comprised of R-1, R-8 and A-2 parcels and allowing a CD-19 with proposed duplexes would be unreasonable expansion due to the aligned neighbouring lands.

We purchased this property in 2016, with the knowledge that the parcel in question had been recently rezoned to R-1 Single Family use. Which is suited for the area. We've enclosed pictures of the slope in question for your reference.

Thank you for your time & consideration of our concerns.

Tim & Cristina Dominico
Cathy Poulette



To Mayor and council,

This letter is being written to convey our extreme displeasure with the Hillcrest Mews proposal, and as such we are in strong opposition to it for a myriad of reasons.

It would be easy to sit here and be a stereotypical NIMBY (Not In My Back Yard) voice, due to the obvious concern about decline in our property and re-sale value that this will negatively effect, but this is only a small fraction of our staunch opposition to this development.

While the developers idea of a "buffer" zone with some trees/vegetation being left for privacy is a noble gesture, the reality of this based on the narrowness of the lot, means not many trees will be left, if any. This causes us great concern because on the other side of the trees we have a hill. This means that the trees on top of the hill only have an anchor system (roots) coming from one direction —east— where the proposed housing will be and thus mostly cut down. It is our belief if left, this will result in the remaining trees having much less stability and eventually we will have one (or more) fall onto one of the houses on 24th St SE during one of our famous summer wind storms. So it is either keep a small buffer for privacy and gamble with our children's safety, or be proactive and take money out of our own pockets and hire some tree fallers. Neither of these options are agreeable. If the trees are cut down, the six foot fence mentioned by developers, will do absolutely nothing for privacy as the duplexes will be sitting basically on a perch looking directly into the second stories of many residences on 24th St SE.

Also with the majority of trees being removed, comes the land slippage issue. As council very well knows of the past few years of land/mud slides in our area, a common topic of conversation around town is that some of these also coincided with some of the clear cutting/logging up top behind Sunnybrae and Bastion Mountain. If Mayor and Council does not believe in that correlation, a number of other studies showing deforestation resulting in land/mudslides can be made readily available. The point of this cannot be overstated, as the length of the proposed development runs parallel with at least 11 lots on 24th St SE, all of whom have a hill in their backyard, and all of whom will see that hill eventually have issues, as it is the tree roots that are helping it sit stable. The majority of the hill sits in the existing lots and therefore who will be stuck having to pay for a strengthened retaining wall?? The existing homeowners. With the removal of trees will also bring the eye sore of the power lines as they will now be in view for many of the residents on 24th as well as some on 23rd St SE. I don't think any of the homeowners agreed to this when they bought lots/houses with the promise of greenspace nearby.

Lastly our concern is with the stark contrast in developments being adjacent to each other, and the resulting problems that will arise out of this. Can the nearby elementary school support another large neighbourhood expansion of higher density, multi family dwellings? Are there plans to put portables on the school property if the school is already full? When we moved to this community two years ago there was already a wait list for our daughter to get into kindergarten and this was before any of the existing units existed in the current development directly beside Hillcrest to the north.

The developers say this will be higher density, multi family dwellings and more affordable for first time home buyers. While this may be the intention, the reality of this will be that a number of the units will be

purchased by investors and turned into rental units. Even stratas or city regulations cannot prevent this entirely as illegal suites are a common issue in every city as we all know, and will continue to always be. As the developers state this will be affordable housing for first time homeowners, I would be remiss to point out that which demographic of first time homeowners are able to afford the projected price of the units they have laid out? Again this leads me to believe these will turn into rental units, which is indeed what this city needs more of, but in the downtown core, closer to amenities. The suggested cost laid out by the developers runs up into \$400,000+ which we don't believe falls into the category of affordable housing.

A major issue of conflict that we can foresee arising is parking on a narrow street with two curbs and no sidewalk as the developers lay out. This is not a question of if, but when, there will inevitably be some type of conflict due to the close proximity of families and poor foresight on parking. This will eventually spill into people parking on 10th Ave SE, which is already full of vehicles in mornings and afternoons for child pick up/drop off at Hillcrest. The added congestion brings up an important safety aspect for the many children who use this route daily to and from school. I challenge members of city council to take a drive onto 10th Ave SE on your way home tonight and imagine vehicles parked along this road and having to navigate through if there was an oncoming vehicle. As it stands right now, in front of Hillcrest soccer field the road is wider because of the bus stop in the north lane of the roadway, but in front of the proposed development it is quite narrow and very dimly lit in the nighttime. This will eventually be a cost downloaded back onto the taxpayers because of bylaw officers and police being called to deal with related issues.

Please note our strong opposition to this development for the above mentioned reasons, and thank you for your time and consideration.

Sincerely,

Chad Inglis and Courtney Zalay

Residents of 1060 24th St SE

February 17, 2019

Mayor Alan Harrison and Council
City of Salmon Arm
500 - 2 Avenue NE
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and Members of Council:

Re: Zoning Bylaw Amendment Application No 1136
by applicant Lawson Engineering & Development Services Ltd and Hillcrest Mews Inc.

I understand that a proposal has been put forward to change the zoning from the current R1 to a special consideration CD-19 regarding the property located at 2520 - 10th. Avenue SE, Salmon Arm, BC.

While I do not have any issue with the current zoning of R-1, which was recently revised in May of 2016, I do have grave concerns with the City now considering rezoning it again to CD-19 to be tailor made for this development. The setbacks and the density are cause for concern. According to the City Planner at the Feb 11, 2019 Council Meeting, this proposal is similar to CD-7 - "the maplewoods" development. I disagree with the comparison. As proof, I have included with this letter, a photo of "the maplewoods" development. It shows larger land parcels, sidewalks, wider streets, and street parking without any obstruction. This is not what is proposed in the Lawson document and is not similar by any means.

The parcel of land in question is considerably narrower forcing the developer to be limited in the amount of units they can build under the R-1 zoning. I am not sure why the current OCP is being changed to sacrifice that which was put in place to restrict the area to single family residential? Just to make it more profitable for the developer? Yes, they can sugarcoat their plan to fit what council wants to hear, but is it really in the best interest? I firmly believe it is not.

By allowing higher density housing in an area where it is not needed, will result in increased traffic, added parking on the street, and subsequent congestion in an area where there are many children who's safety will be put into question.

These proposed units will not have enough parking for the "on average" 2 car per household with no room for visitor parking. Additional vehicles and visitors will be forced to park on 10th Avenue. This street is well used by children walking to and from school and parents dropping them off at Hillcrest Elementary. The blind hill which is located right where the entrance to this development is located (see photo attached) creates a further problem. It is already an issue now without any parking done on the street. There have been many times on the way to work where I have had to move to the centre of the street only to be surprised by an oncoming vehicle over the hill. By adding parked cars on 10th Avenue, a road that gets kids to school, you increase the risk of accidents.

With the blind hill and the potentiality of cars parking on both sides of 10th Avenue, this increases the inability to see when driving out of 24th Street SE as well as the driveways on the north side of 10th. The requirement regarding special building setbacks in the zoning bylaw section 4.9.1, the development falls under the "all other zones" of 16m. The centre of 10 Avenue SE to the edge of the proposed development is 10m. This means that the first house should be an additional 6m back. Sight lines will be blocked, as traffic increases exponentially thus leading to safety concerns. There is not enough space!

I believe a proper traffic assessment needs to be done before considering any changes to the zoning.

I do not believe there is adequate parking requirement in this development. Nor, do I believe there is enough room for *anticipated* "side-yard" parking stalls as stated in the proposal. The risk of residents parking in front of their units without enough space for emergency vehicle access, will create a huge danger to residents. If there is no adequate access, this creates a limited, time sensitive period in responding to emergencies.

As this will be designated a bare land strata, the City will not be maintaining the access road. The snow removal will be a problem as it is on 24th Street SE. Where does all the snow go? As it is now, 24th Street has the snow put onto our front lawn properties - and piled high! What about the development? There is no room.

Garbage collection: If the trucks cannot get down the access road because of obstruction of vehicles, the garbage gets left for another week. This will lead to rats, bears and other wild life to congregate where they can get easy access to food. With this increased density, this will be a problem in a very short period of time.

It is noted by the City Planner that "the long-term consequence of development of low density designated lands at a higher density would be increased pressure on municipal services". It is further stated that because it will be "the only development in the area and therefore disconnected from similar forms of multi-family development so it is no issue" - gives me pause to wonder. Is this setting a precedence? The short answer is YES! Will other lands now want, and can- if this zoning goes through, put in similar C-19 zoning requests for approval? This will increase the strain on the municipal services and change the OCP completely.

I also have a problem with the proposed condition to ensure a buffer or screening of fencing and/or landscaping. This is not enough! Taking down all of the old growth trees in the area exposes the unsightly BC Hydro tower and lines. But the greater concern by taking down the trees is that the soil support is not there and with the topography being so steep, the run off of water will be extremely high. As we all know, the path of water goes the least resistant way. This would mean all of the houses below (adjacent) to this property will get flooded and will have the land flowing into their yards. Just screening with fences will not stop the erosion. With the development being squeezed into the available land will have devastating consequences to the residences next to the project. We only have to look at what has recently occurred in Sechelt. As a former resident of North Vancouver, I witnessed the effects of water flow and the land sliding down the hills because of the removal of trees and the instability of the soil.

In closing, I have touched on many concerns regarding the proposed development and the rezoning of this property. I feel more due diligence on the part of the City and the developer, with full disclosure, must be done before this proposal can just be passed.

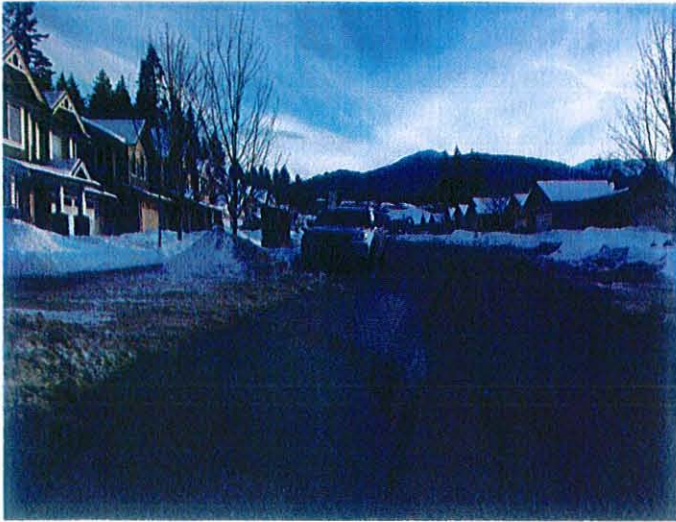
Please consider keeping the original R-1 zoning for low-density housing as was outlined in the OCP, and keep the Hillcrest area with single family housing.

Sincerely,

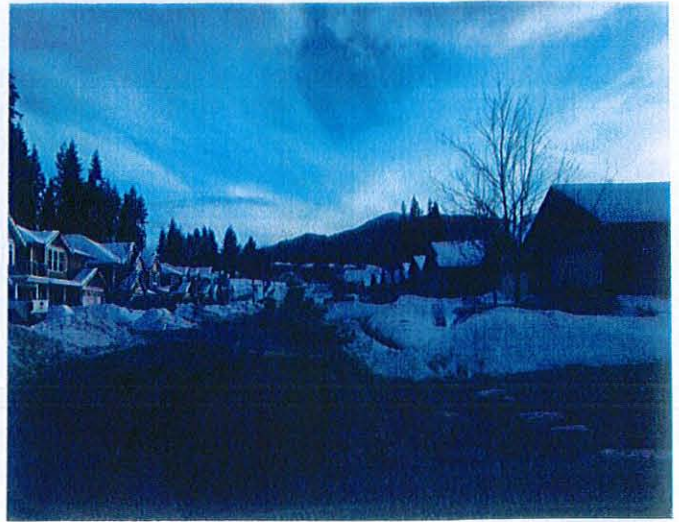


Pam Seely
1081 - 24 Street SE
Salmon Arm, BC

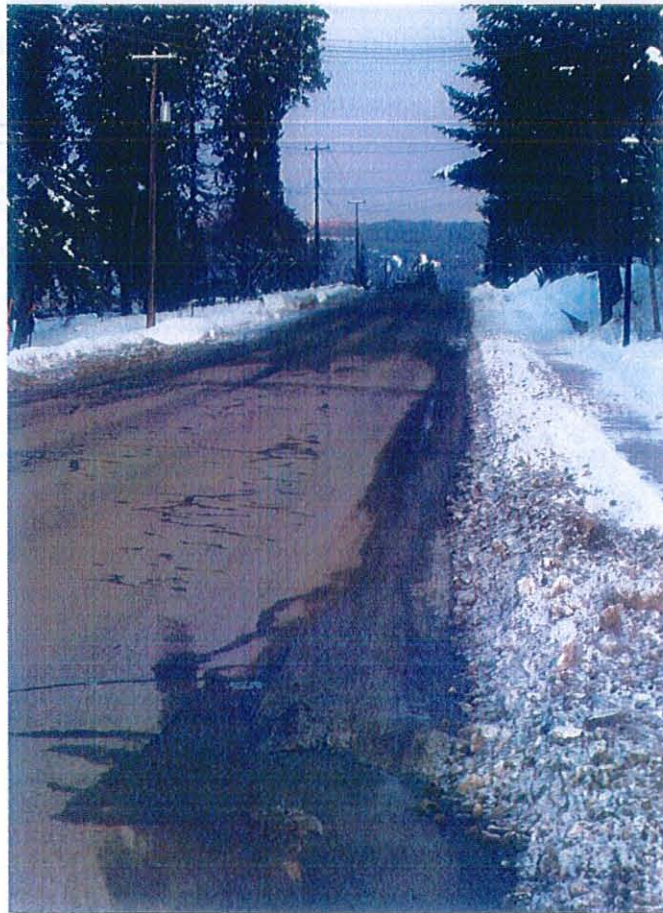
the maplewood development photo #1



the maplewood development photo #2



Blind hill on 10th Avenue



From: Christine niemi
Sent: February 18, 2019 5:06 PM
Subject: Letter of concern regarding 'Hillcrest Mews'

To Whom it May Concern,

I am writing this letter to express my deep concern regarding the zoning proposal for 'Hillcrest Mews' on 10th Ave SE. Below is a summary of my concerns:

- **Density and Parking:** This is a medium-density development of 22 homes (including duplexes, and we have confirmed that the number of duplexes is not set and can absolutely be increased). The lot is narrow and the developer has requested **reduced setbacks** from our properties at the back, meaning houses will be 3m from our fences. They also will install a road and cul-de-sac immediately behind our fences (**zero setback required**), likely raised above our properties giving us concerns about safety for our children in our backyards (proximity to cars). These homes are on very small lots with minimal yards and very little parking: each home has garages, but only **2m driveways**; effectively, no parking once storage is considered (there is no other storage in the units at all). A 2m driveway is big enough for a tiny SmartCar, not even a regular sized car. **These residents will likely overflow park along 10th avenue.** This is a huge concern for safety, congestion, kids walking to-from school, etc.
- **Water:** The developer has requested that he not have to use traditional storm sewers, and instead use a new technique in which water is returned to the ground (my understanding of this process is limited!). We are concerned that water could become an issue for homes to the West of this development, including homes on the West side of 24th with basements, and homes on 23rd, and we would like this to be explained and addressed prior to approval. There are also snow removal and storage concerns with respect to melt and drainage into properties below the development. We need more information on this process.
- **Exposure of the Hydro Tower:** The large tower currently largely covered by trees on the hillside will likely be exposed, creating an eyesore for the entire neighbourhood. While the developer has said that he hopes to retain coverage, the plan submitted does not appear to show any trees being maintained. Residents of 23rd and the west side of 24th Streets will be looking right at this tower if all trees are removed.
- **Deviation from Official Community Plan and Recent Rezoning of the Property:** This property was rezoned less than 3 years ago from A2 to R1. Residents who have moved to this neighbourhood since that rezoning believed that since it was just rezoned, and the neighbourhood supported the rezoning, it would stay as R1. To rezone it again to what we see as a modified R4 in such a short time is somewhat startling. This plan is also not in line with Salmon Arm's official community plan (examples can be provided).
- **Rationale for the Rezoning and Amendments:** The developer has tailored this plan to fit with council's desire for affordable housing, and council is being asked to alter a number

of zoning rules for this developer in order to get more affordable housing options in Salmon Arm. While this is admirable and we absolutely support affordable housing initiatives, **this plan does not appear to provide affordable housing.** By our calculations, for these units to meet the City of Salmon Arm and CMHC's definition of affordable, they would need to be offered at around \$250,000.00. The developer has proposed that these units sell for between \$399 and \$429K, and there is no provision in the plan for them to be held to these numbers.

- **Slope stability and retaining walls** - the slope on this property is steep and homes would likely perch above many backyards; slope stability and developer responsibility for protecting the integrity of neighbouring properties is a concern, and one that has not been addressed to date. We hope to get answers on this issue as soon as possible.

When we purchased our property to build our home on 3 years ago we were aware of the hydro lines that are near by, but the fact that we couldn't see them alleviated that concern (as well as knowledge of the zoning of surrounding properties). If this proposal goes through we will have a direct visual of these hydro lines, effectively decreasing the enjoyment of our green space in and around our yard as well as decreasing our property value.

I believe that shouldering a subdivision with minimum \$600K homes with high density 'affordable housing' will decrease the value of the existing homes and the surrounding community. This is not the direction that I hope to see this community going.

There is already affordable housing in the huge mobile home park directly above our subdivision. I feel that affordable housing is better suited for a down town location which is closer to amenities.

Hillcrest School is already unable to accommodate all of the children that live in the Hillcrest area, leaving many of the children on waitlists and requiring parents to drive their children to other areas of town for school. I don't see this situation as a good fit for lower income families.

In summary, I am not opposed to any development on that property, I just feel that the current proposal to increase the density is not acceptable or appropriate for the surrounding community and residents. I believe there are serious safety implications regarding traffic (vehicles and pedestrians - most importantly children walking to and from school at Hillcrest and SMS). Also safety concerns regarding the flow of water and the stability of the land. Lastly, decreasing the property values of current residents.

Thankyou for considering my concerns,

Christine Niemi
Resident of 23rd St SE

February 19, 2019

Brian & Jean Gauntlett
1141 24 Street SE
Salmon Arm, BC V1E2J3
[250] 253-4948

To: His Worship Mayor Harrison and Members of Council

Re: Zoning Bylaw Amendment Application No. 1136

Our Concerns

- The purchaser of the property knew when purchasing the lot that it was zoned R1 but took possession with knowledge that they could get rezoning for their financial gain without due concern for neighbouring homes. Had they made a conditional offer subject to rezoning they could have backed out if rezoning proved impossible but now they feel entitled because they now own the land and should be able to build what meets their needs. The city is not responsible for the failure of a bad business plan.
- Reduced setbacks [CD-19 zoning] is required indicating that the project otherwise does not fit the property and should not proceed. There is no provision for visitor parking or even the possibility for these home owners to purchase an additional parking spot that they will surely require. With only 1.5 meters on either side of the home it is unlikely that there will be parking between the houses as stated in appendix 1 ^{4.1} particularly if considering there is a 15 meter difference in elevation between the front and rear of the property. Required retaining walls will also prevent parking between homes and adds to an already too high cost of ownership. These units have only 2 levels requiring the garage to be used for storage and not parking. This model of home ownership works where home owners can walk to shopping and other amenities. It will not work at this location.
- The price point for these homes is too high to be considered affordable housing and will not appeal to buyers that can purchase existing homes with more attached land for a similar price. Will the banks even finance these houses for 80% to 90% of asking price. Does the builder intend to build cheaper and rent or not following the build plan? If the zoning remains R1 the builder can modify home size. The bare land strata model limits the value and number of homes. They will have no method to recover cost overrun.
- This is a slippery slope if anyone with a plan can seek and get rezoning. The current lot is wide enough to build R1. There are 11 homes that back onto the proposed build site. A similar number of homes (up to 12 homes) should be possible building with R1 zoning. These R1 homes would match existing homes in the neighbourhoods and can provide profits to the builder. There will probably be more cost over-runs with the CD-19 approach just getting things to fit.
- The trees on the property are holding the soil and they remove hundreds of thousands of litres of water daily. Their removal will impact soil stability and drainage.
- We are against the rezoning application and ask that city council oppose the zoning change.

One of our main concern is that water will find its way onto 24th Street after the trees are removed or phase one is started. What is the drainage plan? The builder states that the lots will be "a positive grade back towards the road" [app-1-4.1]. Is this a backwards way to say that water will drain to the rear and into the back yards on 24th street or is it front drain towards their access road? The water can only be contained if drained towards the access road. Draining to the rear of the proposed homes will effect slope stability. Draining to the rear of the proposed homes on the west side of the project would be intentionally and wilfully diverting the flow of water from it's natural course into an existing subdivision. The natural course would be a northern flow in the general direction of 10th Avenue. The builder should be required to use a standard drainage model and not experiment with an untried method of drainage: once these homes are constructed fixing problems will be costs inhibited. They should be mandated to connect to the storm drain: this should not be at their discretion. The builder has made it clear that they do not intend to connect to the storm drain unless forced to do so. Money should be allotted for this purpose. If the amount of water entering the building site is underestimated by either spring run-off, rainfall or run-off from upstream land; having two ways to clear water issues is better than one. Water that the storm drain cannot handle may be absorbed by the soil. Water has a way of washing minerals down into the soil where they pool and over time forms a 'hard-pan' that cannot easily be permeated. If the catch basins are on the access road and with 3 inch high curbs, when the basins overflow the road will conduct overflow to 10th Avenue and away. The access road is to be 7.3 meters wide so having 1 inch of water on the road will take away the equivalent of a 19 inch pipe. The builder is providing only a 12 inch storm drain. Unifying the drainage plan with the access road allows the road to act in extreme weather as backup to engineered methods. With homes built only 3 meters from the rear property line and assuming a 1.5 meter slope away from the foundation this leaves only 1.5 meters until that water is in someones yard. Neither city council, the developer or home owners want water to egress to the yards on 24th street.

Additional concerns with phase 1 where foundations will be 3 meters from a 5.2 meter existing slope. There is much doubt that this is even possible or that stabilizing the slope might be required. This slope is less than the standard 2:1 ratio. Failure of the slope could prove both dangerous and embarrassing to involved parties. There may be similar issues with phase 2.

A picture from the top of the slope is provided on page 3.



I BELIEVE THE TREES ON TOP OF THE SLOPE ARE ON THE DEVELOPERS LAND
VIEWED FROM TOP OF THE 5.2 METER SLOPE AT THE PROPERTY LINE

The City of Salmon Arm
 500-2 Ave NE
 Salmon Arm BC V1E 4N2

February 18, 2019

Attention: Administration Department

RE: Proposed rezoning of 2520 10 Ave SE, Ref # ZON-1136/Bylaw No. 4306

Please accept this letter as objection to the proposed rezoning of the above property. I am an affected resident. I have multiple concerns that I would like to hear how the applicant will be addressing:

1. I am concerned about the visibility of the BC Hydro tower that is located behind the property. Looking at the provided drawings it appears that the applicant will be removing most of the trees on the property which would leave the tower completely visible. This would negatively affect the neighbourhood as well as the Hillcrest area. I don't see how removing all the trees would positively affect their resale of the proposed subdivision as well. I would like to hear how the applicant plans on preserving the aesthetics of the neighbourhood.
2. I would also like to see more information about how the development will lie on the property. Will the applicant be building on top of the existing hill on the property? If yes, how will the new development affect future drainage, and will there be an engineer that will review the developers plans. If they will be removing the hill, will there be an appropriate engineer report, and will there be an engineered wall? I am concerned about drainage into the existing neighbourhood. The report states that they will not be connecting to the city storm drains. How will this affect future drainage?
3. The proposal letter speaks to affordable housing multiple times. What holds the developer on selling these units for \$400,000? This sale price would still require a down payment of at least \$20,000. It would also require an annual income of at least \$75,000. I don't see this as affordable housing in Salmon Arm. Will the developer be trying to save money on the whole development? I am concerned that they will not be putting enough time and funds into ensuring the neighbouring properties are not negatively affected.
4. I understand that future developments and growth are important to all communities. But Salmon Arm has had a large amount of growth in a short amount of time. The Hillcrest area has 3 new subdivisions that are still not complete. Hillcrest Elementary was at capacity this school year. They could not promise spots for kids in their local catchment area. Increasing the current density for the proposed development will only make this problem worse. I also see an issue with parking for the proposed development. There is only enough room for one small vehicle per unit. Where will the overflow of the parking go?

5. The set backs that are being proposed are not acceptable. The residents of 24th Street that back onto the property will be affected greatly. When we purchased our properties, we were told that a R1 development could potential one day be next to our property, which is fine. But the proposal would have a 2-story building 3 meters away from their property line. The proposal states there will be a "buffer of shrubbery", I am not sure what kind of shrubbery will help make those set backs acceptable.

I am not opposed to a development on the property. But I am opposed to changing the density. A R1 zone is what is supported in Salmon Arm's Community Plan, and that is what that property should contain. The City of Salmon Arm has a responsibility to its citizens to give them confidence that their neighbouring properties won't be rezoned to make a construction development profitable.

Thank you for taking the time to read my concerns.

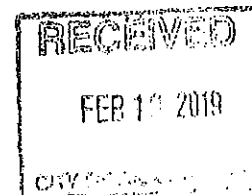
Mackenzie Williams

1180 24 Street SE , Salmon Arm BC V1E2J3

February 19 2019

1140 24 ST S.E.

Salmon Arm, BC V1E 2J3



To: His worship Mayor Harrison and Members of council,

Reference: ZON-1136/ Bylaw No. 4306

Dear Honourable Mayor and Councilmen,

We are writing this submission to be considered in *disapproval* of the proposed rezoning of 2520 10 Ave SE from R-1 to CD-19 Comprehensive Development Zone, by Lawson Engineering & Development.

As residents of the West adjacent parcel (R-1 zone) listed below are our concerns for the proposed development:

1. There is a steep slop on the parcel. Reference page 4 of the DSD Memorandum sub-section building development- geotechnical review recommended. It should be mandatory prior to approval, a formal geotechnical review of the slope's stability be performed and submitted for public and council review.
2. As residents of the East adjacent portion of the parcel- we are concerned about the significant removal of trees and their root systems. This will result in subsequent erosion and changes in water drainage that could compromise the structural integrity of our retaining wall and fencing.
3. The higher density would have a significant increase on the demands of municipal services, including higher traffic, congestion- with emphasis on the lack of suitable parking adjacent the development entrance on 10th Ave SE.
4. The area is largely comprised of R-1, R-8 and A-2 parcels and allowing a CD-19 with proposed duplexes would be unreasonable expansion due to the aligned neighbouring lands.
5. The parcel is disconnected from similar forms of multi-family development and/or bare land strata.

In summary, we agreed to purchase our property, in June 2016, understanding that parcel adjacent our backyard was recently rezoned May 2016 for R-1 Single family use. The proposed combination of single -family and duplexes has an unreasonable compatibility with the established neighbouring land uses.

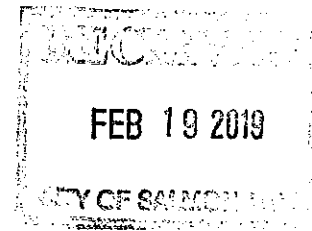
Thank you for taking the time to review and hear our concerns.

Sincerely,

Troy Blais and Jennifer Rupert

Feb 21, 2019

RE: Reference ZON-1136/Bylaw NO. 4306



Laurier and Sandi Berube respectfully submit an opinion

1. To quote from page 4/5 DSD Memorandum ZON 1136.

"This area is largely comprised of R-1, R-8 and A-2 zoned parcels containing single family dwellings... and " If this parcel was in closer proximity to other MDR lands, staff may be able to consider such a comprehensive proposal at a higher density to be a reasonable expansion aligned with neighbouring lands envisioned for similar densities and associated services, However in this location, the lot is **DISCONNECTED** from similar forms of multi-family development, transit and commercial services." It is our opinion this development needs to be retained at the original zoning of R-1 to connect with the existing neighbourhood.

2. We have a legitimate concern re: parking. The site plan does not show any 'designated visitor parking areas'. With 22 homes and an average of 1.6 vehicles per family (approx 30 cars) there is no room at the front of the homes for parking due to set backs and there is no room on the street. Ultimately visitors of the 22 homes will be forced to park along 10th (not safe as a hill) or around the corner on our street 24th AVE SE causing congestion.

3. Slope stability is a major concern for us as we have one of the steepest backyard slopes, the 4th house on the left. We estimate our slope to be bwt 40 & 50 deg. The trees which have provided stability will be removed and there is nothing to prevent serious erosion and earth being washed away in our yard. The water drainage system is new and untried and as such could contribute to high levels of water run-off and spillage into our backyard and onto 24th ST. The insurance companies do not cover a peril such as this. We are not opposed to developments but the development must in no way put us, our children or our homes at risk. Please refer to the 5 pictures we have submitted of our back slope to support our concern. Thank-you.

4. The CITY has Bylaw rules and regulations.

Schedule "A" Zoning to Bylaw NO 2303 Section 3 page 26 Amendment to Bylaw which states:

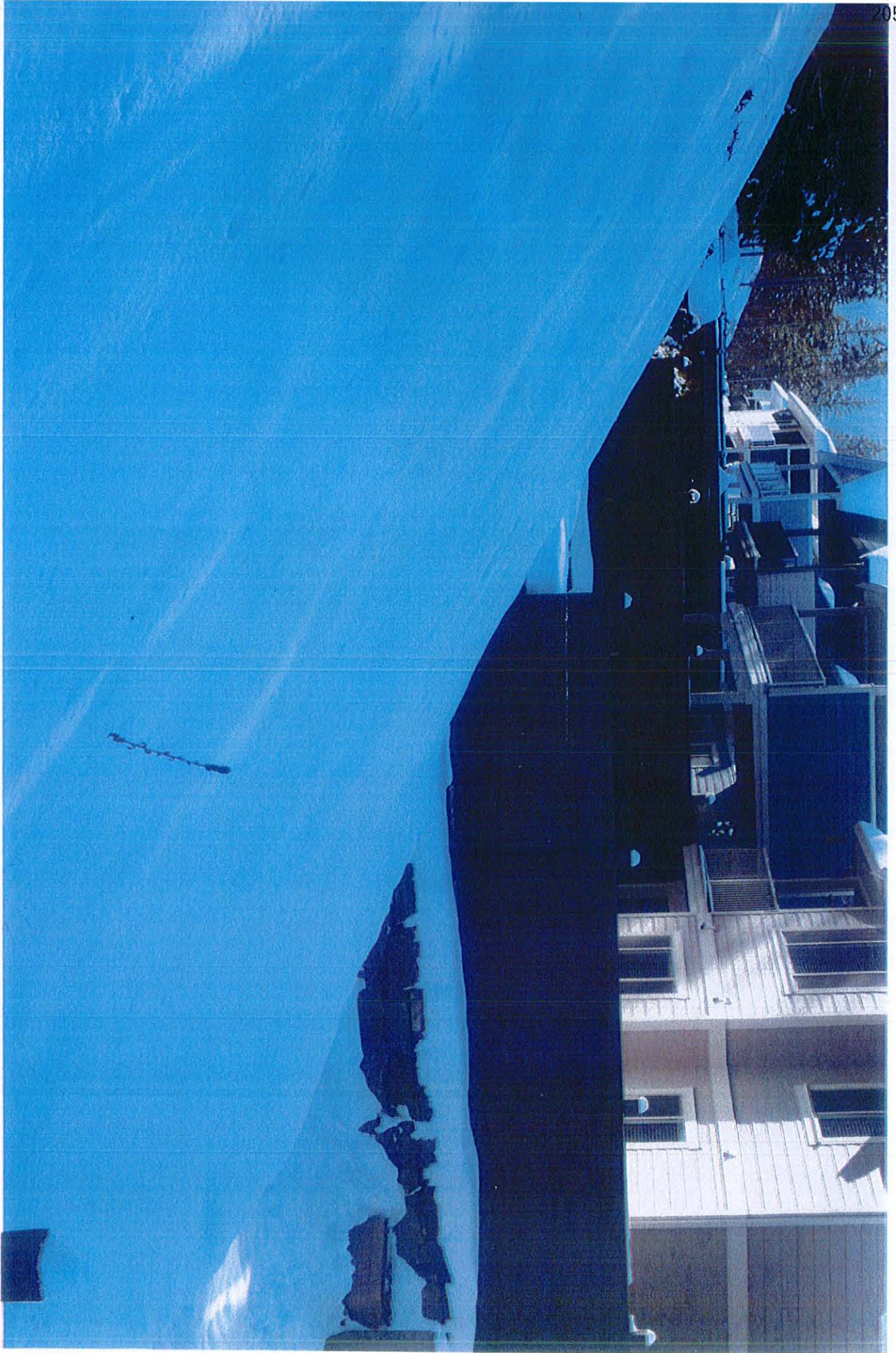
3.0 **PURPOSE** - to guide growth of the municipality in a systematic and orderly way for ultimate benefit of the community as a whole with due regard for:

- 2. control of the DENSITY of the land
- 5. the character of each zone, of the buildings already erected.
- 6. the consideration of property values.

Rezoning to CD-19 will compromise all of the above mentioned bylaws that have been diligently put in place by the city for our protection as homeowners. CD-19 will forever alter the density, character and property values of the already existing homes in this neighbourhood. We feel compelled to ask sincerely that the city uphold these bylaws controlling growth and keep the existing parcel of land at R-1 zoning.

5. Our privacy will be severely impacted. The developers state they would ensure a buffer can be maintained between the property in the form of a 6 ' fence and vegetation throughout. I would hope this would not just be a proposal but in fact would be mandated by some sort of legal document ensuring the home owners who live along the Western parcel line will indeed have this buffer to provide a sliver of privacy.
Respectfully Submitted

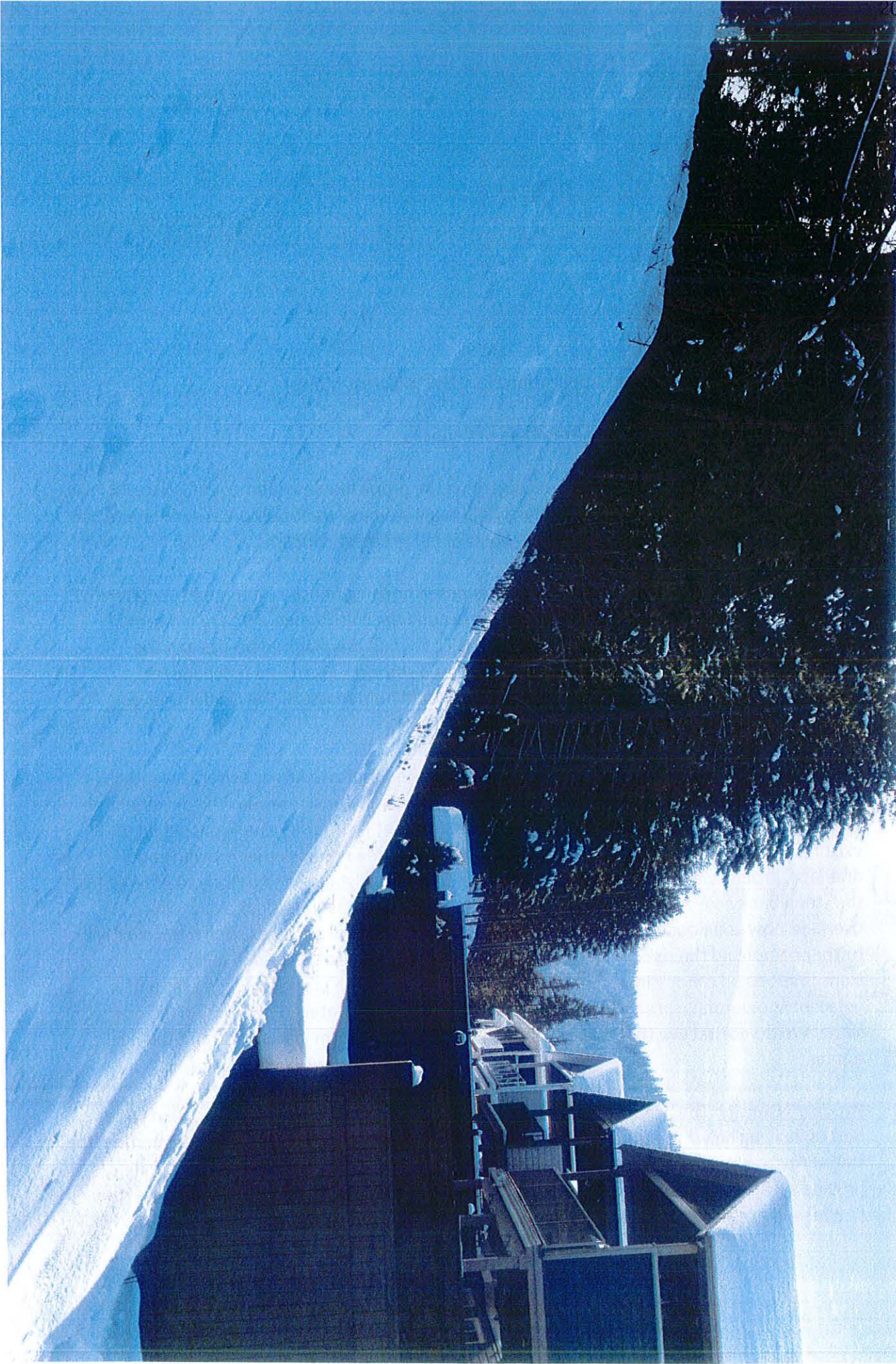
Laurier and Sandi Berube
1080 24th ST SE
Salmon Arm







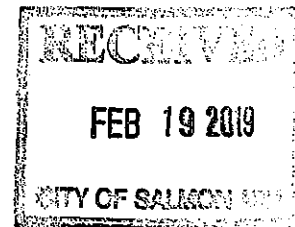




Phil & Christine LePage
1161 24 St SE
Salmon Arm, BC V1E 2J3

February 19, 2019

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



Re: Zoning Bylaw Amendment Application No. 1136 (Hillcrest Mews)

His Worship Mayor Harrison and Members of Council:

We are writing to express our concerns regarding the proposed development of Hillcrest Mews, located at 2520 10 Avenue SE, Salmon Arm. Although we have multiple concerns regarding this proposal, this letter will focus on the two areas of our greatest concern.

Slope Stability & Drainage: To achieve the proposed housing density on this narrow property, the developer has requested reduced setbacks around each residence. We are concerned about the ability to safely stabilize the steep bank between the planned homes and the adjacent properties on 24 St SE due to the decreased setbacks (3 m). An independent geotechnical report on how to address this issue would help reassure the residents of our neighbourhood's .

The changing climate of our area is resulting in more frequent and larger extreme weather events, and development planning should be taking this into consideration. The developer is proposing to use an Integrated Storm Water Management Plan rather than connecting to the existing city storm sewer system. Although much of this area has soils that provide good drainage, ground water will always take the path of least resistance and is likely to emerge from the steep bank above the homes on 24 St. This greatly increases the risk of slope failure, overland flow and flooding for those properties below. Removal of the existing tree cover will further compound the risk of flooding and soil movement due to the loss of foliage transpiration and canopy interception. The zero setbacks of the proposed cul de sac and adjacent snow storage area will also cause additional surface water to be transported down the slope. We do not believe that relaxing the requirements for storm water control is the best option.

Parking & Density: The proposed development plan indicates 11 m wide lots with 9 m wide homes, leaving only 2 m between residences. Given these measurements, we question how the stated "*extra side yard parking*" is feasible. The proposed 2 m "*short driveway*" also will not provide sufficient space for any additional parking. The proposed narrow private access road (7.3 m) will not allow for guest parking on the roadway, especially during winter months, while

maintaining safe access to the housing units for emergency response. With insufficient visitor parking within the development, parking will be forced out onto 10 Ave. SE. This road is a very busy corridor for the surrounding area, especially with two schools in close proximity. Considerable pedestrian traffic along 10 Ave., combined with the blind hill just east of the proposed road, will make safely accessing this development a potential hazard.

We would like to confirm that we are not against development of this property, but we would expect it to better reflect the OCP and align with the other R-1 developments in the area. It is very concerning to us that the developers have clearly stated that their intent is to ***"work around the requirements of the current OCP designation"*** as opposed to within those requirements, like all of the other developments in the area. The proposed CD-19 designation appears to cater to the developer's proposal rather than follow the OCP. While we feel that the development of affordable housing in Salmon Arm is an excellent goal, to be fair and equitable to everyone involved, such projects should more closely adhere to the OCP ensuring clear compatibility with existing neighbourhoods and land uses. City Planning Staff have stated that the development *"appears reasonably compatible with established neighbouring land uses"*, however, as residents of the adjacent neighbourhood we strongly disagree with this plan's current format. We respectfully request that Council members reconsider the proposed zoning change in order to address the concerns raised by ourselves and other residents of the area.

Sincerely,



Phil LePage MSc RPF (ret)



Christine LePage

February 19, 2019

Mayor and Council
 City of Salmon Arm
 500-2 Avenue N.E.
 Salmon Arm, B.C.
 V1E 4N2

Dear Mayor Alan Harrison and City Councillors,

RE: Proposed Amendment to Zoning Bylaw No. 2303: Rezone Parcel A (DD20184F) of the North ½ of the Northeast ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 Single Family Residential Zone to CD-19 Comprehensive Development Zone.

As home owners with property backing onto the proposed "Hillcrest Mews" bareland strata development, we wish to inform council that we strongly **oppose** the amendment to zoning and ask that council **defeat the motion to rezone**. Our concerns relate to:

- the deviation from the Official Community Plan (OCP) in this process and specifically this application,
- the lack of attention to OCP guidelines regarding tree retention on slopes of greater than 20% (at the south end of this property slopes are 34%), and
- the lack of meaningful information being provided about what this development will really look like.

*This application and process appears to vary greatly from the Salmon Arm OCP, and we are concerned that this is an attempt to approve a development which is most decidedly **incompatible** with neighbouring properties and the Hillcrest neighbourhood.*

The OCP states that "**preserving the integrity and character of existing neighbourhoods and requiring new developments to demonstrate compatibility with existing areas will continue to be important**" (page 52). We feel strongly that the proposed "Hillcrest Mews" bareland strata is not compatible with the developments in the area. There is only 1 duplex (R-2 zoning) currently in the vicinity. I feel that this parcel of land will better align with the OCP if it remains R-1 and is developed as such. I would also like to request that IF the duplexes are necessary, they should be located only on the East side of the strata road, not on the West, which backs onto the existing R-1 development.

*The seeming disregard by the application for the OCP guidelines regarding maximizing tree retention on sloped properties, especially as it is our understanding from discussion with the applicant that all trees will be removed from this heavily sloped property, is of great concern. **Please note:** while the applicant has pledged to retain trees only on the Hydro right-of-way, council should be aware that we understand there to be no significant trees in the Hydro right-of-way, all having been removed already.*

The OCP guidelines suggest that development maximize tree retention on land which slopes greater than 20%; at the south end of this parcel, the slope is at least 34%. This

February 19, 2019

recommendation is to ensure slope stability and helps to retain trees which contributes to the forested character and beauty of Salmon Arm.

Additionally, Section 8.3.22 of the same document describes how **the aim of the OCP is to minimize cut, fill and retaining walls in subdivisions** and how realistic grading plans prior to servicing and construction of hillside developments are recommended. The natural topography of this parcel of land includes a steep bank on the south edge of the property (as well as some steep banks immediately on the western side of the property line), and the applicant will be forced to "cut, fill and build retaining walls" to make this proposed development feasible.

The lack of concrete information being provided to the community about this proposed development, making an understanding of the true impacts to surrounding properties impossible to understand.

We have not been provided with drawings or renderings showing how the proposed subdivision will be situated in relation to the current land topography and in direct relation to our existing homes. While simple cross-sections were provided by the applicant on the 18th of February, they were only in relation to the subject property, not to any neighbouring properties, and did not include information about how tall the buildings will be. Additionally, our neighbourhood has been informed by the city planner that any drawings provided to date are not binding and could change greatly from what ultimately is built. We feel strongly that we should be shown exactly how high any retaining walls will be, where exactly the fence and landscaping will be and what it will look like. We feel we deserve to know how much higher the houses will be from ours, what type of retaining wall we will be looking at and how much these houses will be looking into our backyards, especially given the greatly reduced rear setbacks proposed. The applicant has provided primarily aerial views of the proposal.

We hope that you will hear our concerns, and appreciate the opportunity to participate in this important community process.

Thank you for your time,

Colin and Lindsay Satrum

1320 24th St S.E.
Salmon Arm B.C.
V1E0E3

From: Marcus Stevens
Sent: Wednesday, February 20, 2019 6:53 AM
To: Caylee Simmons
Subject: Objection to rezoning of Zon-1136

1261 24th ST South East
 Salmon Arm BC
 V1E 0E3

Honorable Mayor and City Council members

I am writing to voice my dismay and objection to the rezoning of Zon-1136 for the Hillcrest Mews plan as it stands currently.

Development of the lot is not what I'm opposed too. I welcome the development. Just not the rezoning and proposed density.

Why rezone the neighborhood that was planned and started as R1 and isn't even finished yet. Everyone on the street purchased thinking that parcel of land was R1. And would be foolish to have thought that parcel of land would never have been developed. But the rezoning of the land is what has our neighborhood standing up.

I fear that density will not match what was already created. Giving our new neighborhood a patch work affect.

Along with the proposed density I have grave concerns over the lack of a geotechnical assessments done before the construction process.

How does the city engineer and the Lawson for that matter know its safe for the people down hill of the site. Have the potential geotechnical issues been properly mapped out planned and accounted for to deal with the topography of the lot.

Having a road right at the edge of the property line which is elevated over my neighbors property has me very concerned. Proper drainage, Erosion and sediment control all come to the fore front.

While I am in favor of councils direction for a bigger brighter beautiful Salmon Arm. Council has the opportunity to make sure it's done safely and correctly . We want our housing starts to attract the proper attention. Last thing any one wants is a repeat of the catastrophe that is facing some Sechelt residence because profits were placed before planning.

Thank you for allowing me to voice my opinion and concerns.

Marcus Stevens

Dear Honourable Mayor and City Council / Planning Dept.

I am writing to express my deep concern over the proposed development Hillcrest Mews. I along with my neighbours have a long list of concerns but I will speak to the issue of zoning as it applies to our neighbourhood.

I am a new resident to Salmon Arm having only bought a home at 1160 24th St SE adjoining the proposed development in September of 2018. I moved here with my wife and 4 children to the neighbourhood for its beauty, quality of surrounding homes and proximity to nearby schools. We did not purchase the house to flip or as an investment. We purchased the house as a home to raise our children.

When I received a copy of the proposed development placed in my door only yesterday I was distraught with the possibility of this rezoning taking place. The limited information provided in the application seemed deliberately vague once I received a copy of the actual proposed development. I find it troubling when a developer has months to convince the planning department of a flawed development and only a few days for actual residents to review and attempt to mount a defense of their community.

The proposal seems long on promises and short on assurances. In addition to the many concerns brought forward by my neighbours I have a few I would like to speak to. This development is a case of the zoning and OCP being modified to fit the development rather than holding the developer to meet the proper zoning and respecting the OCP. The lack of community consultation coupled with an inadequate geological site assessment shows me the developer is only interested in the zoning change to improve its bottom line. The change to strata zoning will allow the cutting of corners on quality, safety and building practices that would not be possible under the current zoning. This cutting of corners will push the ultimate cost onto the existing community and future owners / strata council. The narrow lot will not allow driveway parking and with no sidewalks it will be dangerous for pedestrians to come and go from the development. And since there are no backyards or green space for kids to play in the development hardly seems like an affordable family friendly development as it claims to be.

Before purchasing we did our research into the area, looking at adjacent properties and their zoning. We feel we paid a premium to live in this nice area and felt it was fair given the neighbourhood. The developer had this opportunity when it purchased the property as well. My only hope is that the council will hold the developer to respect the OCP and Zoning for the property for which it purchased and paid fair price.

It seems decidedly unfair that a single developer should be able to profit at the expense of the actual and future residents of a community. I hope the counsel will reject the application in favour of respecting the community, environment, safety of the residents and finally the proper and current zoning of the property. We are not opposed to responsible development, only to poorly conceived and rushed development for the sole purpose of profit.

Sincerely,

Steve and Karen, Henry, Charlie, Sophie and William Kehl
Family of 1160 20th St SE, Salmon Arm BC

February 19, 2019

Dear Mayor Harrison, Members of Council and City Staff

Re: Zoning Bylaw Amendment Application #1136 for Proposed Development and Rezoning of 2520 10th Avenue S.E., Salmon Arm

The purpose of this letter is to highlight concerns regarding the rezoning for the above mentioned property. Let it first be stated that based on the current R-1 zoning I am not against residential development of said property. Homeowners along neighboring 24th Street S.E., either supported the rezoning of the subject property from A-2 to R-1 in 2016 or purchased after this rezoning under the assumption that the property would be developed under R-1 guidelines.

The property was rezoned from its original A-2 zoning to the current R-1 zoning in 2016. This was supported by City Staff as the R-1 zoning complied with the OCP, was consistent with previous rezonings and residential subdivisions in the area. This permitted a more efficient use of the land and was to facilitate a future residential subdivision.

What I am, however, is against the request to rezone the property again, to a CD-19 zone. It appears this new zoning is a " custom designed " modified R-4, tailor fitted only to meet developer needs for this narrow site plan. If the property cannot be developed under its current zoning, why is the new zoning only being created to maximize density? New zoning bylaws should only be created if they do not interfere or conflict with land uses in the area. Zoning bylaws are meant to protect existing areas and support neighbourhoods. It should not affect the " quality of life " as stated in the OCP which protects the safety and aesthetic character of adjoining or nearby properties. Creating a never before seen/used zoning bylaw would set a precedent for the neighbourhood as well as other properties that maybe shouldn't be so readily developed or changed.

As the Hillcrest neighbourhood is established, any development proposals should be considered carefully. The OCP clearly states that all growth be sensitively integrated with neighbouring land uses. Developing low density lands at a higher density would increase pressure on municipal services, including increased traffic and subsequent congestion, related wear on existing infrastructure and long term increases in maintenance. As you are aware, this property is not in close proximity to other Medium Density lands. Also, it is disconnected from other similar forms of multi-family development, transit and commercial services.

This parcel is suitable only for its current permitted low density use and any higher density or duplex use should not proceed. The proposed strata lots contrast with the adjacent developments, specifically with its smaller parcel sizes, setbacks and the

duplex style buildings. The setbacks interfere with neighboring parcels on all sides. It's curious how the proposed construction site, that sits so close to 10th Avenue hasn't even been considered inappropriate, when all other new developments and lots in the area have to conform to proper setbacks. Thus, restricting homes from being constructed so close to arterial roadways.

The proposed development has been compared to the Maplewoods subdivision, a CD-7 zoned neighbourhood in the NE quadrant of town. This is definitely not a similar comparison at all. Maplewoods is not a strata, has full length driveways, and wider interior roadways with sidewalk. In fact, Maplewoods is quite similar to our residential subdivision. It appears that the proposed CD-19 zoning is a creative approach to increasing density all the while trying to avoid sounding like an R-4 development.

The question is, is this small footprint really needed for the Hillcrest area?

Thank you for taking my concerns into consideration. I hope that any proposed development of this property will be in accordance with its current R-1 zoning.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "D. Seely". The signature is stylized with a large "D" and a long, sweeping underline that extends to the right.

D. Kenneth Seely
1081 24 Street S.E, Salmon Arm, BC

February 17, 2019

To Mayor Alan Harrison and City Council,

I am writing this letter in opposition of the proposed zoning amendment of the Zoning Bylaw No. 2303 from R-1 to CD-19 in preparation for the development "Hillcrest Mews" at 2520 10 Avenue SE.

I am a current potential buyer of a lot in the Heights at Hillcrest development located on 24 Street SE and 15 Ave SE. I am a young professional re-locating my family from Calgary, Alberta to Salmon Arm. Although my major reason for moving is to be closer to family, a large motivation in moving to your city is the charm of a small town with a more rural feel. The ability to be able to raise my young sons in your city with green spaces, a slower pace and close knit community is a huge reason families like mine find your city so attractive.

Although I can empathize with the need of more affordable homes and medium or high density housing, I feel that this development in this area is not the right fit. Trying to fit 22 homes on a 2.5 acre lot is exactly the high density city development families like mine are trying to escape. I am also concerned for the long term impact traffic congestion around an already active school community as well as parking on the streets will have. The area is full of young families and adding a couple dozen more vehicles will negatively impact the safety of all the children in the zone.

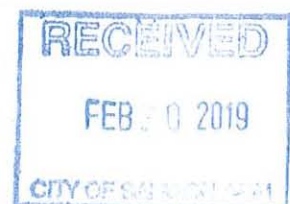
Another concern I and many others have is the precedent this will set for the loss of green space within the city limits. Green spaces have a huge benefit to not only the environment but also to the public. The numerous immense benefits should not be diminished for the sake of a housing development. Surely there are other locations within the city that would be a better suited and with less impact to the surrounding community for this type of housing development than this narrow small space.

Thank you for your consideration. I am looking forward to making your city my family's new home.

Sincerely,



Jillian Bach
(587) 434-8520



Attention: Mayor Harrison and City Council

Re: 2520 10th Avenue S.E. – Proposed CD-19 Development / Lawson

A major concern regarding the subject property that has been addressed very little in the developer's amendment application is the parking issue.

The developer has stated that the proposed development would be accessed by a private road with the interior road having no sidewalks and a roadway width of 7.3m. Private driveways are going to be too short and they are "anticipating" to provide additional side yard parking stalls. The site plan provided shows 22 units with either single or double car garages, no common parking on site visitor stalls and 14 possible side yard stalls of varied widths.

The problem with the amount of provided stalls is that this development is being marketed for families. Majority of families have two cars and stuff! Winter tires, kids bikes and toys, etc. The provided garage spaces are either single width or smaller than average (19 x 19) double garages. With the slab on grade (no crawlspace) construction, small foot print and little storage space, it can be assumed that most garages will be used for overflow storage. The obvious design flaw is that 2m driveways are too short for parking. There is not enough open parking stalls provided on the site plan and the developer has indicated that there is to be no parking along the access road. Will there be adequate truck turning radiance to allow for emergency and service vehicles? Where do visitors park? Where do homeowners that don't have provided side yard stalls outside their unit park? 10th Avenue is the obvious parking overflow, and this is problematic for a number of reasons.

There are obvious roadways in town that are busy connector roads, 30th Street, Okanagan Avenue, Auto Road and the subject 10th Avenue to name a few. These roadways are priority roads for either snow plowing or bus routes. Because of this, it is obvious that people just do not park on these roads. 10th Avenue is never used for street parking, unless it is to the west of the property during Hillcrest School pick up and drop off times, which greatly reduces the road width into a one lane road and puts children at risk.

The subject access sits at the brow of a hill that rises up to the east. Parking along the road at the bottom of this hill would greatly impact vision, disrupt the flow of traffic, obstruct the free passage of traffic, increase congestion and reduce the width of the road. Exit from the development would also be difficult if cars are parking on either side of the access road.

The winter months will also compound these issues. 10th Avenue narrows greatly which would make the road a one lane road if cars are parked on one side. The access road will need to be maintained by a private hire and there is too small an area for snow storage in the development which during a bad snow year will add up quickly and need to be removed at some point. How will a private hired truck / trailer / bobcat access this area? They cannot park on 10th while doing so. Where will all the contractors park during the build?

The planning department also had the above concerns relating to visitor parking, snow clearance, emergency access and turn-around traffic. The narrow site has very limited opportunity for on-street parking. The provided site plan indicates "sufficient" parking with potential for visitor parking but does not take into account the above overflow issues. There are strata developments in town that have allotted the required parking stalls and cars still park along the road.

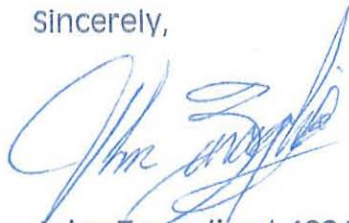
The developer should be required to provide a minimum of one open parking stall for each unit built. Maxing out the site density should not come at a cost of safety for owners within that development or the surrounding neighbours and roadway users.

Please take the above into serious consideration. Children walk to school along this roadway. This is a major safety concern and should be looked at very closely. Being on a busy main road must have some weight. This development cannot be glanced over under the assumption that the off street parking required under Bylaw A1-1 has been met.

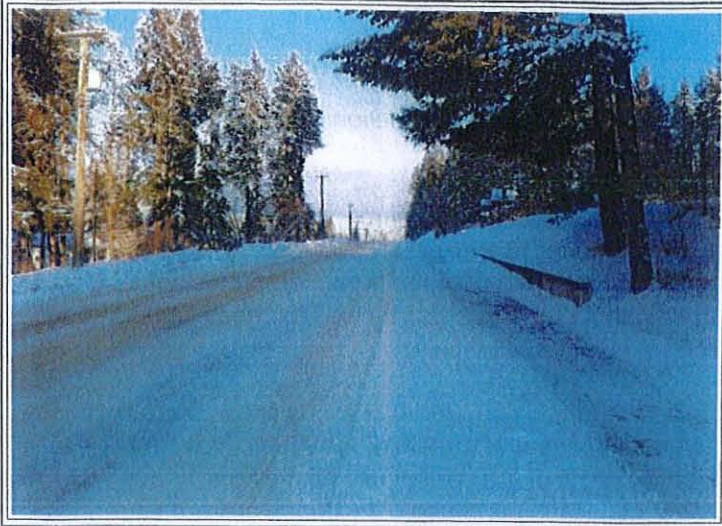
Please consider that for any development, even at a less density, parking along 10th Street be denied and curtailed before the start of any construction. Sidewalk curbs should be painted yellow or at a minimum be constructed with an indent in order to relocate parking from the main roadway.

Thank you for your understanding in this matter.

Sincerely,

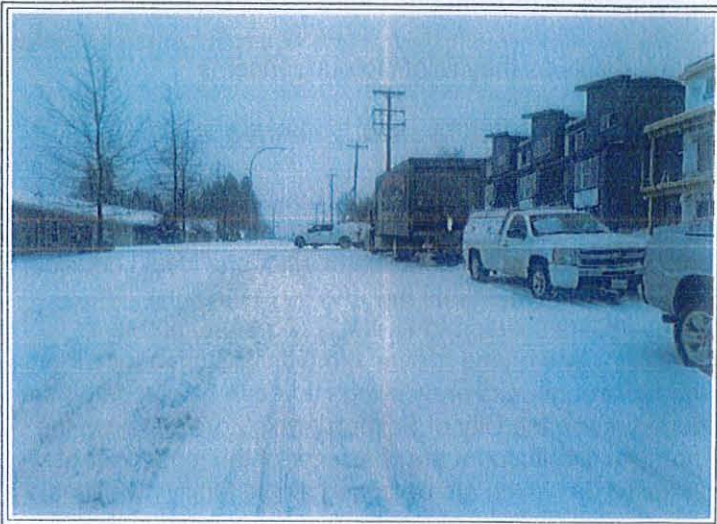
A handwritten signature in blue ink, appearing to read 'John Zavaglia', with a stylized flourish at the end.

John Zavaglia at 1021 24th Street S.E.



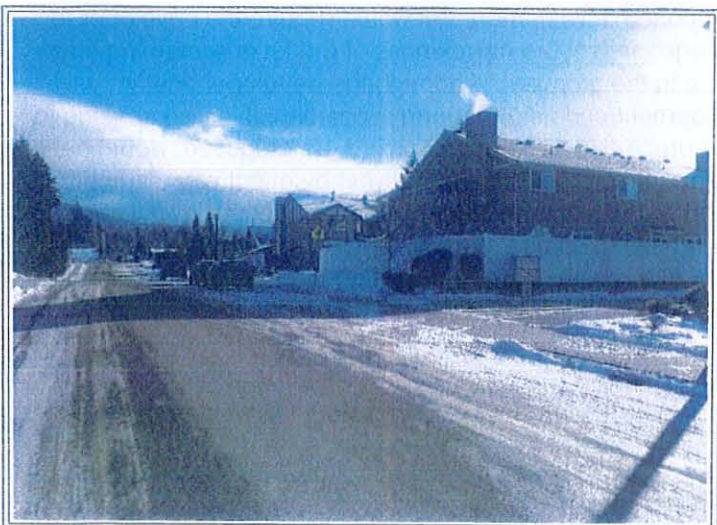
View on 10th Avenue Looking East

Subject Property Starts at the bottom of
this Hill Where the Concrete Wall Starts



2810 15th Avenue N.E.

Construction Traffic & Future Homeowner
Traffic Reduces Road Width



2060 12th Avenue N.E.

9 total Units - 18 assigned stalls

Homeowners Park Along this Road
Every Day, All Days

Mayor and Council Members,

We are writing to express our concerns with the re-zoning application made in relation to the property located at 2520 10th Avenue SE, Salmon Arm, BC.

We reside on 24th Street SE which is directly to the west of the property for which the proposal is submitted. Although there are many (and differing) concerns by residents in the neighbourhood, our concern lies primarily with the density of the proposed project and the effects that it would likely have on both neighbouring properties as well as the neighbourhood/ area in general.

According to The City of Salmon Arm's Zoning Bylaw (No. 2303), it exists for a number of reasons but the principal purpose is "to guide the natural growth of the Municipality in a systematic and orderly way for the ultimate benefit of the community as a whole, and to ensure that the development and use of land and the location and use of buildings erected thereon is planned with due regard for..." and lists a number of points including, but not limited to, "the character of each zone, the character of the building already erected; the consideration of property values; and, the impact of development on present and future public costs;"

We will try and address the aforementioned points as they relate to our concerns.

The character of each zone, the character of the building already erected and the consideration of property values

The City of Salmon Arm's Official Community Plan (Bylaw No. 4000) shows that the property in question and majority of land in the neighbourhood is currently designated as residential - low density. The proposed development most certainly falls outside of what one would consider "low density" residential housing; in fact the proposal mentions this and states that the development is "medium density". The developers solution to this is to "work around the requirements of the current OCP designation." By working around the Official Community Plan, the developer is seeking to maximize the number of units or dwellings that can be placed on the parcel of land. When taken into consideration with the City of Salmon Arm's Zoning Bylaw, the proposed development certainly does not take into account the character of the remainder of the zone which the neighbouring properties sit on (which are detached single family dwellings); but rather it speaks to maximizing the developers profits, something that is not listed in the Zoning Bylaw or Official Community Plan.

The size, nature and density of the proposed development will require the developer to clear the land of existing trees and foliage. In fact the narrowness of the lot is something that the developer has identified as an issue in the proposal. Although the developer briefly mentions a "buffer" between the development and neighbouring properties, it is also seeking to reduce the set-back along those same properties. The development, as proposed, would have a direct negative impact to all the neighbouring properties to the west by effectively eliminating all natural "buffers" already in place and would place multi-story, medium density dwellings elevated and directly along the property lines of homes already there. As stated, we feel this would completely change the character of the homes already existing in the area which in turn would have a direct and negative impact on the property values of those already existing homes.

The impact of development on present and future public costs

In the proposal submitted by Lawson Engineering and Development "it is the developers goal for this development to attract a younger demographic" and goes on to talk about the proximity to the schools in the area. Although this is admirable, we can speak from first hand knowledge that the elementary school referenced in the proposal (Hillcrest Elementary) already has a waiting list for children living in the catchment area. The developer has proposed an additional 20-22 housing units, for young families. This is something that could put a large strain on already taxed infrastructure (school system) with no immediate or short term solution available.

It would also seem that there are other items that have not been taken into consideration within the proposal which would have an overall cost to the community (potentially both social and financial). An example of one item that is not addressed is the lack of available parking. The units as proposed would have single vehicle garages and no street/driveway parking. Considering that most single family households (the targeted demographic) have more than one vehicle, this will result in a large number of vehicles being parked along existing residential streets outside of the proposed strata.

Living in a newly developed neighbourhood with a young family, we certainly understand the need for development and planning for the future housing needs of a growing community. We feel though that the current proposal before council fails to take into consideration a number of items as outlined above. It is suggested that the property in question would perhaps be better suited to either the current R-1 zoning or another, lower density option. Although it may not maximize the profitability for the developer, it would better take into consideration the character and development already existent in the neighbourhood while at the same time, not creating undo strain on the infrastructure already in place.

Respectfully submitted,

Lisa and Justin Fradette

February 15, 2019

Reply to proposed amendment to zoning bylaw No. 2303:

Rezone Parcel A (DD20184F) of the north ½ of the northeast ¼ of section 12, township 20, range 10, W6M, KDYD, except plans 5250, 8442 and 12764 from R-1 single family residential zone to CD-19 comprehensive development zone.

Dear Mayor Harrison and Members of Council,

I am the homeowner of 1220 24 street SE Salmon arm BC, we purchased this home in August 2018.

We understand the property of discussion is currently zoned R-1 and would support the development as R-1 in alignment with the salmon Arm OCP, however we are SHOCKED that this is no longer the case and we will not be supporting any re-zoning of this property to CD-19 for the following reasons:

Drainage, the integrated storm water management plan is too much of a risk for our home at lower elevation we absolutely will not support this system, proper storm drains need to be installed to protect our home from any excessive saturation due to drainage from this development. The snow is intended to be piled behind our yard and during melting would increase the risk of water saturation levels. Piling the snow against our fence line could also cause damage to our fence and cause it to rot at a higher rate, which we should not have to be financially liable for, therefore there needs to be a better spot to pile snow where this will not cause more drainage issues.

Once all the vegetation is removed it increases the risk of saturation again into all neighboring properties, this removal also increases the risk for landslide, mudslide, snow-slides, earth movements that would be something that the developer and the city would be responsible for financially, as insurance does not cover these.

The roadway is a major safety concern for the children playing in their backyards when there are no setbacks required or proper safety barriers. There should be some type of setback with proper retaining walls for the safety when kids are playing in their backyards, we should not have to worry about a vehicle sliding on the ice coming through our

fence. This will also be a privacy concern; therefore there should be a proper fence put up and trees for both sides of privacy.

The bare land strata is also a concern for us because this means that the city will not be our support system and essentially the "strata" can make their own rules, an area of concern would be garbage collection if the city does not do this collection and the strata has a garbage bin for 22 potential homes this could create an extremely offensive odor as well as attract many wildlife making our backyards unsafe for our children.

We currently have 3 trees in our backyard and the root systems will be damaged from the removal for building and the developer needs to be responsible for properly removing these trees from our property without causing damage to our fence and also supplying us with the equivalence financially to what the 3 trees in our yard will be worth so we can plant trees to accommodate the loss of these.

Sincerely,

Tanis Stenabaugh

Joanna & Andrew Hamilton
1040 24th Street SE, Salmon Arm,
BC V1E 2J3

February 20th, 2019

Re: Zoning Bylaw Amendment Application No. 1136.
Owner: Hillcrest Mews Inc.

His Worship Mayor Harrison and Members of Council,

We moved into our property on 24th St SE in September 2013, over the years we have seen the Hillcrest area develop and grow substantially, all of which has been very positive and we are proud to be part of such a thriving neighbourhood.

In May, 2016 Andrew attended the public hearing for the rezoning of 2520 10th Avenue SE and was in agreement for the rezoning from A-2 to R-1.

We are not opposed to the development of this parcel of land, however, in regard to the new zoning from R-1 to CD-19 we have some questions and concerns.

1. Land Stability & Drainage

Our primary concern is one of safety.

Our home (situated at the North West corner of the proposed development) has a flat back yard, a natural rock retaining wall and a bank, made up of sand and fine textured topsoil, that elevates steeply and meets the property line; the property line is at the apex of the bank.

We feel we have a very legitimate concern regarding the stability of our bank and how this will be affected by the proposed development and setbacks.

As we mentioned, the bank is very loose in its makeup and any amount of surface water, rain or irrigation, will run freely over and the soil is easily loosened and moved. This new development will increase surface runoff considerably due to its now largely impervious nature; and with the proposed setbacks, the concern is that any excess surface water, due to saturation or heavy rainfall will not have the necessary area to drain naturally. We believe our bank and retaining wall are going to be unduly affected.

As per the geotechnical section in the Zoning Amendment Application File No. ZON-1136 "A geotechnical report in accordance with the Engineering Departments geotechnical study terms of reference for category A (building foundation design) category B (pavement structural design), category C (landslide assessment) is required." **We believe this geotechnical report should be presented prior to the rezoning to be able to make an informed decision about the rezoning.** As per point 6. In the Zoning Amendment Application File No. ZON-1055E "Erosion and sediment control will be required at time of construction." This again emphasizes the fact that land stability and drainage is a concern.

2. **Buffer and Privacy**

The proposal states that "*neighbouring properties may lose a certain level of buffering in their back yards.*" We are certain that if the rezoning is approved we will most certainly lose significant levels of buffering and privacy.

Nowhere in the report does the height difference between the proposed development and existing properties get mentioned. A 6 foot fence will make little difference since presumably the proposed buildings will be overlooking first floor level. **To eliminate these concerns we have already requested, via Chris Larson, that cross sections of the proposed development, adjacent to existing properties are provided.**

We would also like a more detailed landscape plan. The proposal gives very little detail as to what screening and landscaping will be provided and we believe that without these details it is difficult for any person to make an informed decision about the rezoning.

3. **Affordable Housing**

According to CMHC: In Canada, housing is considered "affordable" if it costs less than 30% of a household's before-tax income.

Per the 2016 census, the median pre-tax household income in Salmon Arm was \$61,899, with two-or-more person households coming in at \$80,331.

Based on our calculations, with an \$80,000 household income the maximum affordability is still only \$366,000, well below the estimated price of \$399,000 - \$429,000

The proposed units do not fall under the category of affordable housing, as they are not attainable for the average income.

As per Appendix 1 - Proposal by Lawson Engineering & Development "*The overall general intent that the developers are looking to achieve with this development is to provide a more affordable housing option to people in a family orientated neighbourhood.*"

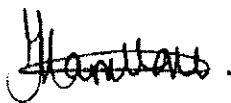
Based on this information we feel that rezoning of this property to CD-19 to create affordable housing is not realistic and believe that the land should remain R-1 zoning.

We appreciate your consideration of our concerns.

Sincerely,

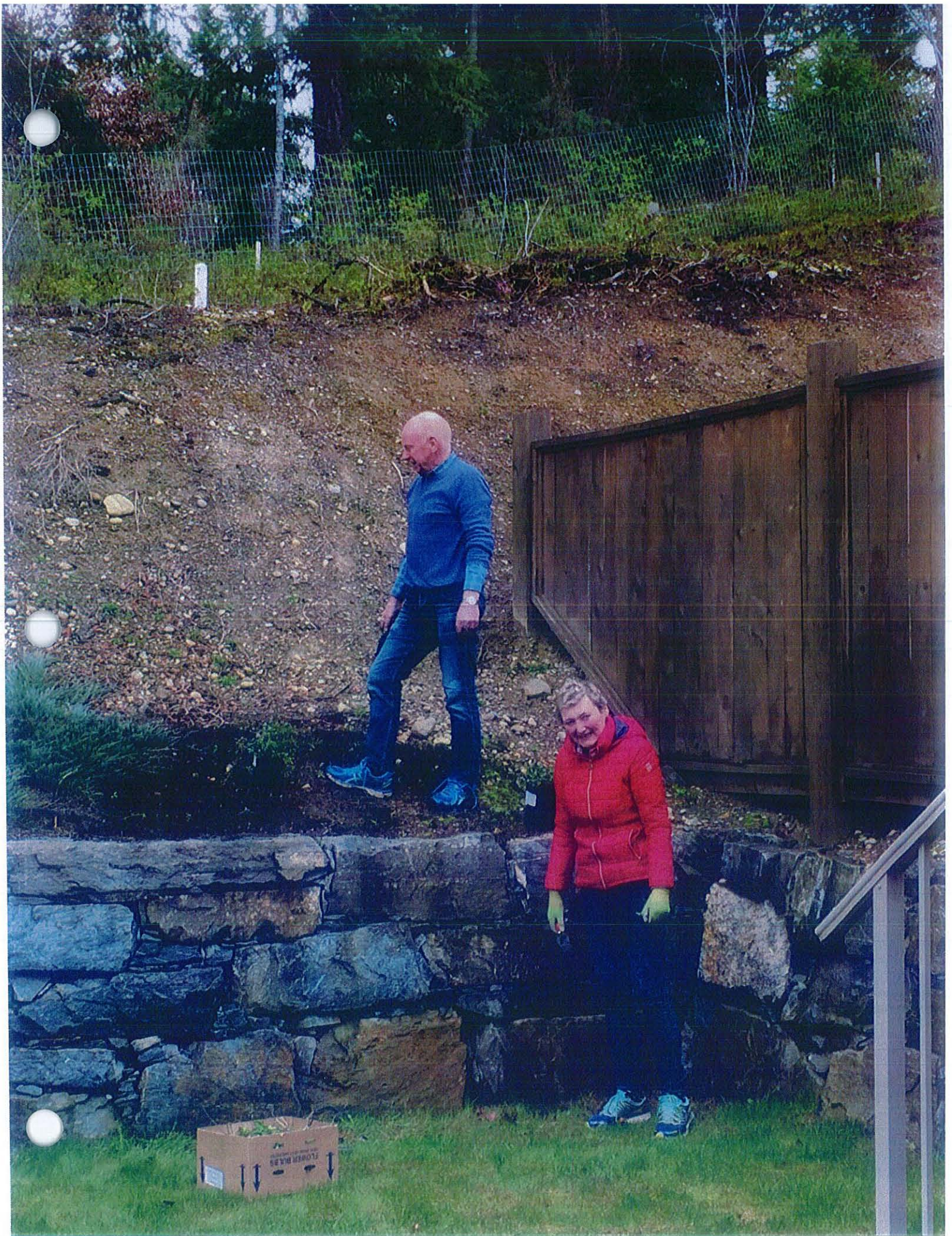


Andrew Hamilton



Joanna Hamilton







Patricia & Greg Perkins
1240 24th Street SE
Salmon Arm, BC V1E 0E3

February 19, 2019

Mayor Alan Harrison and Members of Council
City of Salmon Arm
500-2 Avenue N.E.
Salmon Arm, B.C., V1E 4N2

Your Worship Mayor Harrison and Members of Council,

RE: **Proposed Amendment to Zoning Bylaw No. 2303**: Rezone Parcel A (DD20184F) of the North ½ of the Northeast ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 Single Family Residential Zone to CD-19 Comprehensive Development Zone

As residents of 1240 24th Street SE, our property directly borders the subject property to the west. We wish to **formally inform you of our opposition** to this proposed rezoning from R-1 Single Family Residential to CD-19 Comprehensive Development Zone. We ask that council **defeat this motion**.

We understood when we purchased our property that the subject property had been recently rezoned to R-1 (in 2016), and we felt assured by this fact. We are aware that the property will be developed at R-1, and we are in support of that level of development. Our concerns with this proposal are the costs this rezoning would 'lict upon the existing neighbourhood, and the fact that we are being asked to bear these costs in the name of affordable housing, which this development will not provide. Neighbouring properties in particular, and the Hillcrest area more generally, are being asked to accept costs including, but not limited to:

- **Greatly reduced rear setbacks** (from 6m to 3m) on an extremely steep slope, leading to an unacceptable loss of privacy for all lots on 24th ST SE which border the subject property, and grave concerns about slope stability
- **A bareland strata development which allows infrastructure standards well below** those minimums set by the City of Salmon Arm, leading to concerns for neighbouring properties with respect to wastewater management, among other issues
- **Removal of all tree cover from a steeply sloped property** which currently provides a visual barrier for the entire Hillcrest area from the largest Hydro transmission tower in Salmon Arm (this is in contradiction to the OCP, which states that the aesthetic value of neighbouring properties should be maintained).
- **A level of density that has already been determined by the City of Salmon Arm to be incongruous with the neighbouring properties.** CD-19 is most similar in parcel area, width, coverage, and setbacks to R-4 medium density, and city planning staff have been clear that they would not support R-4 for this property as it is not in line with the OCP. CD-19 is essentially R-4 under a new name, and it is inappropriate for this area.
- **Reduced setbacks from 10th Avenue** giving less visibility for cars turning onto 10th, a road that many children use when walking to and from Hillcrest Elementary and Shuswap Middle School

Our neighbourhood is being asked to absorb these costs and more so that this development can provide our community with more affordable housing stock. If this is the goal, we must examine whether this project will achieve it and thus whether the costs are justified.

According to the Salmon Arm Official Community Plan (OCP), **housing is affordable when it costs less than 30% of the pre-tax income of a household at 80% of the median income level.** Based on the 2016 census data, the median annual household income in Salmon Arm was just under \$62,000.00; 80% of this figure is \$49,600.00. At this household income, assuming a modest down-payment of under 20% and a stress-tested¹ mortgage rate of 5.35%, one could qualify for a mortgage of \$150,000.00² amortized over 25 years³ **The applicant has estimated that the sale price for these units will be between \$399,000.00 and \$429,000.00.** To qualify for a mortgage for a purchase price of \$430,000 with a 10% down payment **requires a household income of \$100,000.00.**

It is relevant to note that there is **no requirement that the estimated prices given by the applicant be adhered to.** This means that the prices can, and likely will, increase, driving them even further from any attempt at "affordability". Council, and the community, is given no guarantee whatsoever that they will gain a single affordable housing unit if this rezoning proceeds.

From our perspective, there are only two reasons this rezoning application should be approved: the applicants' claim that it will provide Salmon Arm with affordable housing, and the opportunity for the applicants to increase their profit. The first of these is demonstrably false, and the second is no reason for the existing residents to incur the high costs of this rezoning.

We appreciate the opportunity to communicate our concerns to council, and sincerely hope that this motion to rezone is defeated.

With best regards,



Patricia & Greg Perkins

¹ Canadian Government regulations state that mortgage applicants must qualify at either the Bank of Canada posted rate or their lender's rate plus 2%.

² Canadian Mortgage and Housing Corporation (CMHC) requires that strata fees, heating costs, and property taxes be included in the affordability calculation.

³ Thirty-year amortizations are only available to mortgage applicants possessing a 20% or higher down payment (\$80,000.00 on a \$400,000.00 purchase price).

Michael Ogloff & Lauren Koch
1260 24th Street SE

Mayor and Council
City of Salmon Arm
500 2nd Avenue NE
Salmon Arm, BC V1E 4N2

February 20, 2019

Dear Mayor Alan Harrison and City Councilors,

RE: Proposed Amendment to Zoning Bylaw No. 2303: Rezone Parcel A (DD20184F) of the North 1/2 of the Northeast 1/4 of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 Single Family Residential Zone to CD-19 Comprehensive Development Zone

As resident property owners who will be highly impacted by this proposed rezoning, we are writing to **express our strong opposition** to rezoning the property to CD-19. We ask that City Council deny the motion to rezone this property on the basis that it is in direct contradiction of the Official Community Plan (OCP). We have provided additional resources to support our opposition in the appendices to this letter.

OFFICIAL COMMUNITY PLAN

The OCP states that “its primary use is to guide decisions by City Council when considering applications for development” and rezoning. This document explains how areas near the downtown core are designated for medium and high density, while low density is designated for areas further away but still within the Urban Containment Boundary (UCB). As per the OCP’s “Map A-1b Land Use”, the subject property is located just within the UCB, in a designated Low Density Residential (LDR) area.

Residents look to the OCP for guidance when making property purchases, and trust that the City would follow their own planning document when considering the future development of surrounding areas. This was a major factor as to why we chose this area to live in, and this neighbourhood to call home. Before purchasing our house in 2017, we were reassured that the subject property, located behind our house, had been recently rezoned to R-1 and would be developed in that manner and in accordance with the OCP.

GREENWAY DEDICATION

The Engineering Report¹ indicates that a 3.0m (minimum) wide greenway dedication is required along the southern boundary of this property at time of development. This greenway dedication is to contain a Type 2 trail as shown in the Greenways Strategy’s² “Map 2 - Existing and Proposed Greenways”. We conducted our own field survey to confirm the slope along this 3.0m strip and found it to be approximately 34%, not the 15-25% as stated in the Developer’s Report³. Please refer to Appendix 1 for an annotated photograph showing this slope.

The design standards for a Type 2 trail indicate a maximum longitudinal slope of 8% where possible, otherwise 15%. If the trail were to be built within the 3.0m greenway dedication, it would be much too steep (34% vs. 8%) to safely use, especially for children and the elderly. According to the Local Government Act, up to 5% of the subdivided (stratified) land can be acquired for parkland. The 3.0m strip has an area of 160.3m², which equates to 1.6% of the parcel area. We feel additional greenway dedication is required to meet trail standards and make it safe for children to use on their way to school.

¹ City of Salmon Arm Memorandum from the Engineering and Public Works Department, October 30, 2018

² City of Salmon Arm Greenways Strategy: “Weave It Green”

³ Comprehensive Development Plan & Project Outline for Rezoning & Subdivision Application, October 20, 2018

SIZE OF THE SUBJECT PROPERTY

We would like to request that City Council question the actual size of the subject property, relevant because it alters whether the property can be accurately called low density. The property size appears to be reported differently depending on what is being requested, and we are concerned that City Council is being provided with conflicting information.

When this property was rezoned on June 13, 2016, the Development Committee Report⁴ reported the parcel size as approximately **0.96 hectares**. In the current rezoning application, the Development Committee Report⁵ notes that the parcel size is now approximately **1.02 hectares**, a difference of 600m². This discrepancy is important as the applicant is trying to push the limits of the low density requirements (22 units per hectare) for this proposed development.

The zoning bylaw states that a parcel area is “the net area of a parcel (i.e. after highway, park and/or watercourse dedication)”. This parcel of land includes two BC Hydro right-of-ways that are deemed undevelopable and an area of future greenway dedication as mentioned above. If these areas were removed from the parcel area (which the zoning bylaw clearly indicates that they should be), the proposed development would **exceed low density requirements when built with 21 or 22 units** as illustrated in Appendix 2. With the additional greenway dedication required to build a safe and useable trail, the proposed 20 units would also exceed the low density requirements.

CD-19: R-4 ZONING BY ANOTHER NAME

We strongly disagree that the proposed CD-19 should be considered low density. During the Development and Planning meeting held on February 4th, 2019, the city planner stated that this proposed development would be similar to the “Maplewoods” subdivision. We disagree with this assessment and feel that it is misleading. Maplewoods is zoned CD-7, with its purpose to provide **medium density**, single family dwellings with secondary suites. For City Council’s review, a comparison of the setbacks for R-4, CD-7, and CD-19 are provided below. The proposed CD-19 has **equal to or smaller** setbacks than R-4 & CD-7 (both medium density), so we question it being labeled as a low density zone.

Zone	Density	Front Setback	Rear Setback	Interior Setback	Exterior Setback
CD-19 (Proposed)	Low ?	2/3 m	3 m	1.2/1.8 m	2/3 m
R-4	Medium	2/5 m	3/5 m	1.2/1.8 m	2/5 m
CD-7	Medium	5 m	5 m	1.2 m	5 m

Even the applicant acknowledges that the reduced setbacks “would be consistent with setbacks for other **medium density** type strata developments in Salmon Arm” and “**are looking to work around the requirements of the current OCP designation**”.

We have attached Appendix 3 to our letter to demonstrate how the proposed CD-19 compares to all the existing zones found within the LDR area of the OCP. The table compares the different parameters, most importantly setbacks, for each of these zones.

⁴ City of Salmon Arm Development Services Department Memorandum, May 5, 2016

⁵ City of Salmon Arm Development Services Department Memorandum, January 28, 2019

It is important to point out that R-4 recognizes when it backs onto a non-R-4 property; its rear setback increases from 3.0m to 5.0m. This zoning requirement respects that if an R-4 zoned property is surrounded by any different type of zone, it gives those neighbours more space. **No such respect exists with the proposed CD-19.** To be consistent with all other residential properties within the LDR area, the rear setback for the proposed CD-19 should be 6.0m, not 3.0 m as outlined in the proposed CD-19 zoning standards.

In Appendix 4, we provide several figures (1:750 scale) to illustrate the proposed bare land strata developed under R-1, R-4, CD-7, and CD-19 zoning requirements. For this example, only the first 10 lots are considered and the parcels are sized to meet minimum area requirements to ensure an “apples to apples” comparison. You can see the similarities between the proposed CD-19 and R-4 & CD-7. Special building setbacks (Zoning Bylaw Section 4.9) have been disregarded in these figures as they have been conveniently omitted from CD-19 zoning requirements. The proposed CD-19 allows for the principal building to essentially have the same size as an R-4 principal building but with a much greater building envelope to parcel ratio.

During our meeting with Chris Larson on February 13th, 2019, it was stated that the City’s Development & Planning Services Committee would not approve R-4 zoning for this property. Why is City Staff recommending that the proposed CD-19 be adopted when it clearly does not align with setbacks of other low density zones?

SETTING A PRECEDENCE AGAINST THE OCP

If City Council chooses to act against the OCP and approve this rezoning, it will create precedence for other parcels of land along the UCB to undergo similar medium density development. Salmon Arm’s own Development Committee Report⁵ warns against this, with “the long-term consequence of developing low density designated lands at a higher density would be increased pressure on municipal services including increased traffic and subsequent congestion; related wear on existing infrastructure, and long-term increase in maintenance”. Does City Council consider this sustainable growth? Does this align with the OCP’s vision for a compact community?

The OCP defines quality of life as, “the peace, quiet, enjoyment, health, safety and aesthetic character of adjoining or nearby properties”, and aims to preserve these important components when considering rezoning and development applications. The rezoning application before us would alter every one of these important aspects of quality of life for residents of the Hillcrest neighbourhood, and that is unacceptable. **We respectfully ask that City Council deny the motion to rezone this property.**

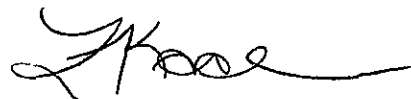
We are happy to provide additional comment and discuss any of the items above. Please note that we are unable to attend the public hearing on February 25th, but will be represented by a proxy. If City Council has any questions for us prior to the meeting, we encourage them to contact us (details below).

Regards,



Michael Ogloff, P.Eng.

E: mike_ogloff81@hotmail.com
P: 250-803-2514



Lauren Koch

E: laurenizabethkoch@gmail.com
P: 250-463-2135

APPENDIX 1

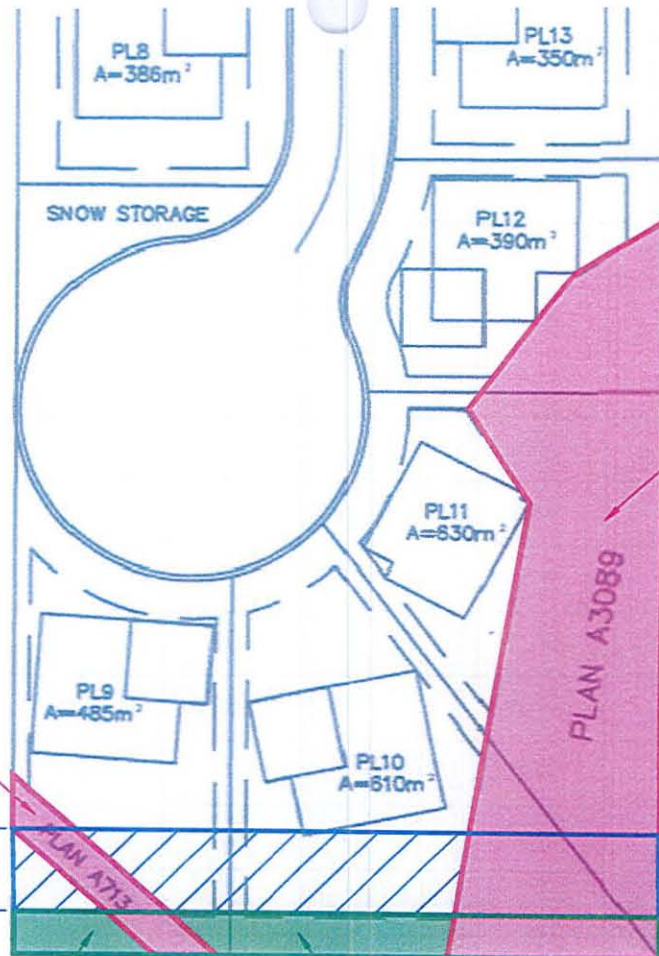


APPENDIX 2

Existing BC Hydro R/W
Approximate Area = 86.8m²

Additional Greenway
Dedication Required

Greenway Dedication
Approximate Area = 39.9m²



Existing BC Hydro R/W
Approximate Area = 632.6m²

Minimum 3.0m
Greenway Dedication (Total Area = 160.3m²)

Greenway Dedication
Approximate Area = 58.8m²

$$\text{Parcel Area} = 10,200\text{m}^2 - (632.6\text{m}^2 + 86.8\text{m}^2 + 39.9\text{m}^2 + 58.8\text{m}^2) = 9,381.9\text{m}^2 (0.94\text{ha})$$

Developed with 22 units: $22/0.94 = 23.4$ units/ha > low density requirements

Developed with 21 units: $21/0.94 = 22.3$ units/ha > low density requirements

Developed with 20 units: $20/0.94 = 21.3$ units/ha < low density requirements; however, will exceed 22 units per hectare when accounting for the additional greenway dedication required to construct a safe trail that meets Type 2 standards

APPENDIX 3

Existing Zoning within the Official Community Plan - Low Density Residential Land Use Area										
Zone		Minimum Parcel Area	Minimum Parcel Width	Maximum Parcel Coverage	Maximum Density	Maximum Height	Front Setback	Rear Setback	Interior Setback	Exterior Setback
R-1	Single Family Residential	450 m ²	14 m	45%	22 units/ha	10 m	6 m	6 m	1.5 m	6 m
R-2	Single Family/Duplex Residential	450/800 m ²	14/24 m	45%	22 units/ha	10 m	6 m	6 m	2 m	6 m
R-3	Waterfront Residential	400 m ²	12 m	40%	22 units/ha	10 m	3 m	6 m	1.5 m	3 m
R-4*	Medium Density Residential	300 m ²	10 m	55%	40-50 units/ha	13 m	2/5 m	3/5 m	1.2/1.8 m	2/5 m
R-6	Mobile Home Park Residential	420/450 m ²	4 m (Mobile Home)	-	17 units/ha	-	-	-	-	-
R-7	Large Lot Single Family Residential	1,330 m ²	22 m	40%	-	10 m	6 m	6 m	2 m	6 m
R-8	Residential Suite**	450 m ²	14 m	45%	22 units/ha	10 m	6 m	6 m	1.5 m	6 m
R-9	Estate Residential	4,000 m ²	45 m	15%	-	10 m	6 m	6 m	6 m	6 m
P-3	Institutional	465 m ²	15 m	40%	-	12 m	6 m	1/6 m	3 m	6 m
A-1	Agriculture	80,000 m ²	150 m	-	-	10 m	6 m	6 m	3 m	6 m
A-2	Rural Holding	40,000 m ²	100 m	-	-	10 m	6 m	6 m	3 m	6 m
A-3	Small Holding	20,000 m ²	50 m	-	-	10 m	6 m	6 m	6 m	6 m

*Only One (1) R-4 Development within LDR Land Use Area - Raven's Croft (Raven)

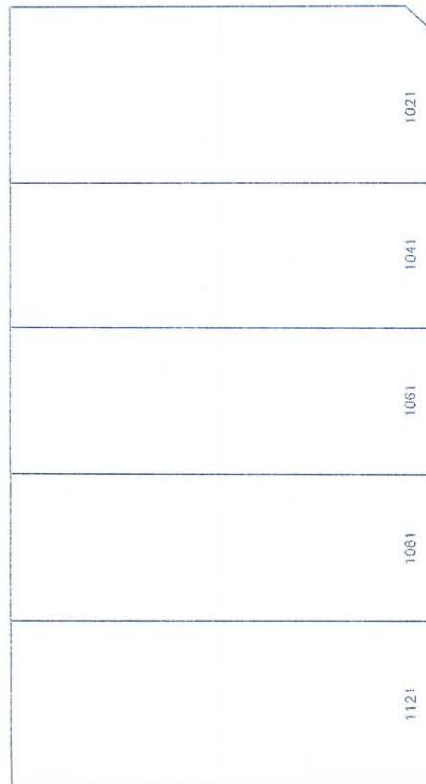
**Secondary Suite Contained within a Single Family Dwelling

CD-19	Comprehensive Development Zone - 19	325/650 m ²	10/20 m	50%	22 units/ha	10 m	2/3 m	3 m	1.2/1.8 m	2/3 m
CD-7	Comprehensive Development Zone - 7	325 m ²	11 m	45%	40 units/ha	10 m	5 m	5 m	1.2 m	5 m

APPENDIX 4

R-1 ZONING - LOW DENSITY RESIDENTIAL

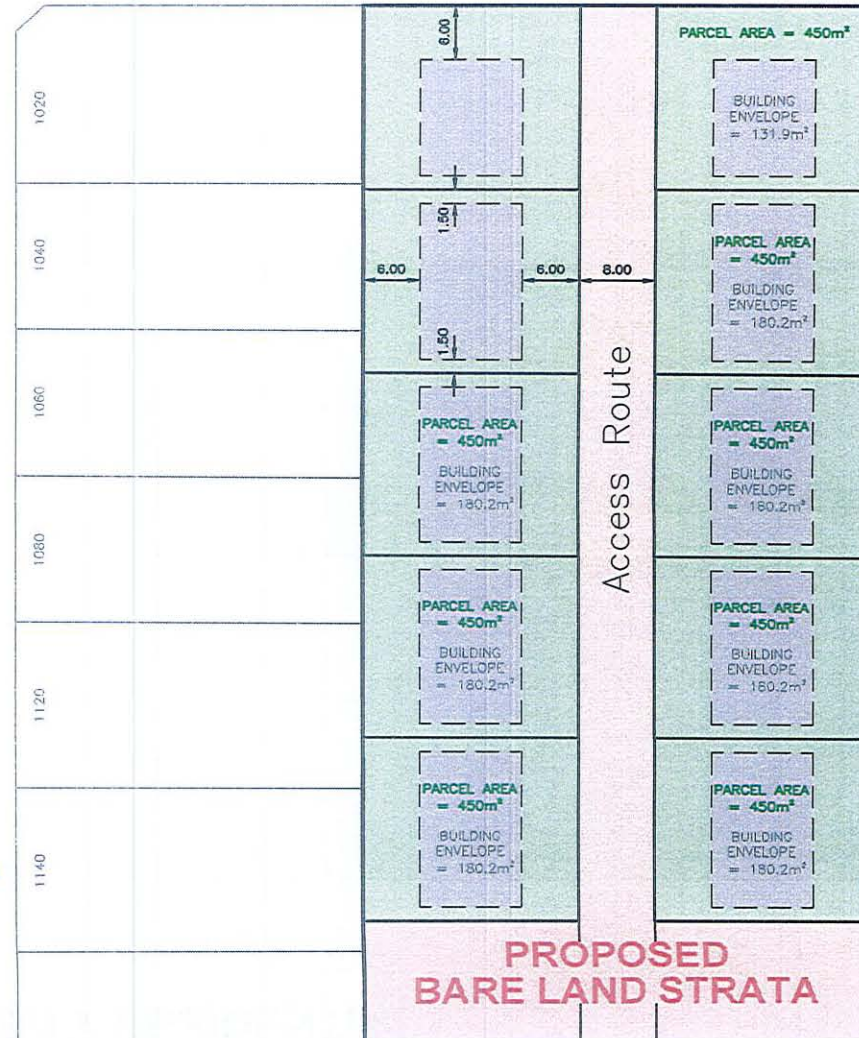
10th Avenue SE



24th Street SE

MAXIMUM PARCEL COVERAGE = 45%
(Principal Building = 202.5m²)

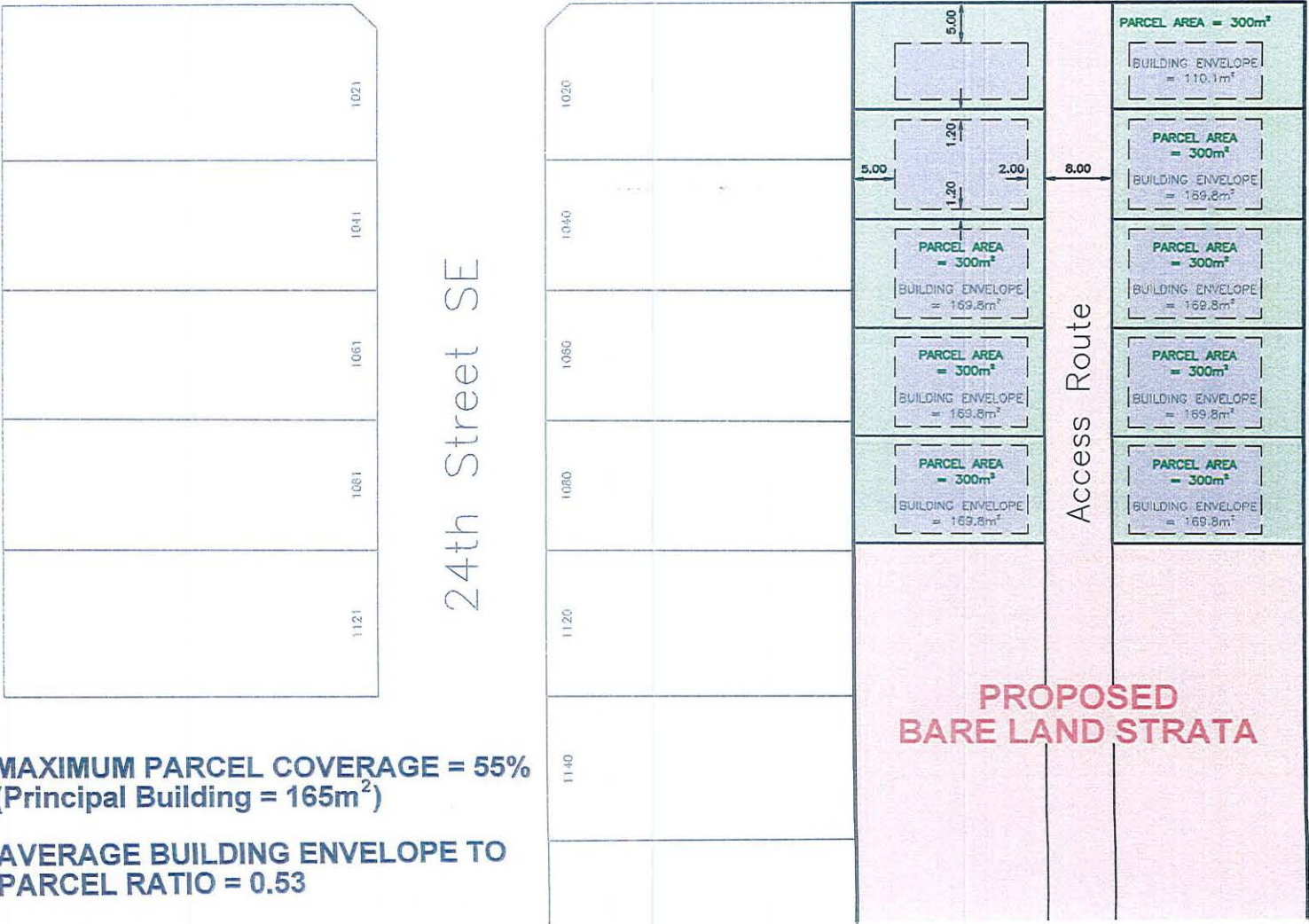
**AVERAGE BUILDING ENVELOPE TO
PARCEL RATIO = 0.38**



APPENDIX 4

R-4 ZONING - MEDIUM DENSITY RESIDENTIAL

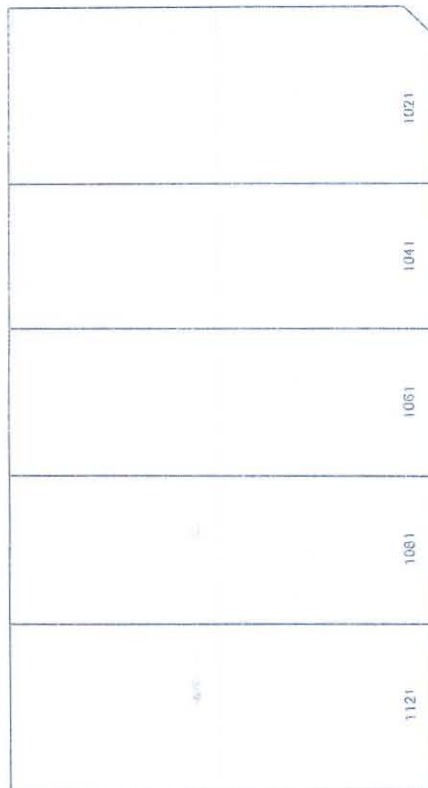
10th Avenue SE



APPENDIX 4

CD-7 ZONING - MEDIUM DENSITY RESIDENTIAL

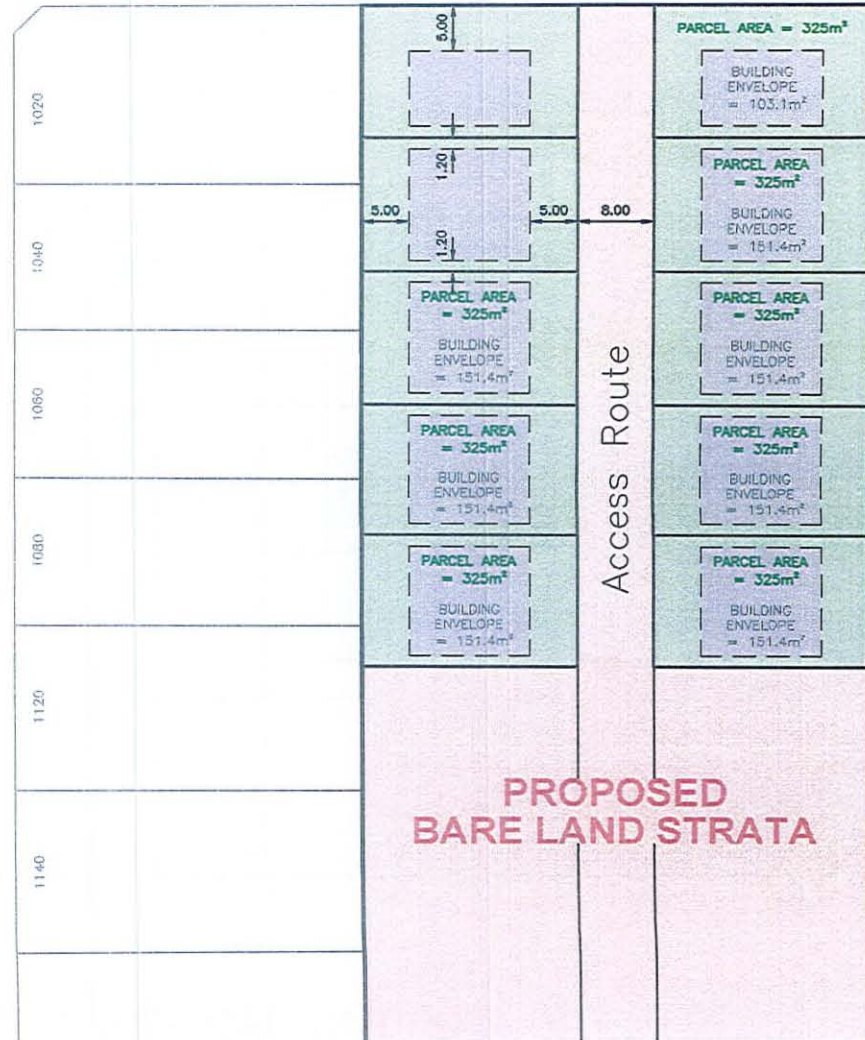
10th Avenue SE



24th Street SE

MAXIMUM PARCEL COVERAGE = 45%
(Principal Building = $146.3m^2$)

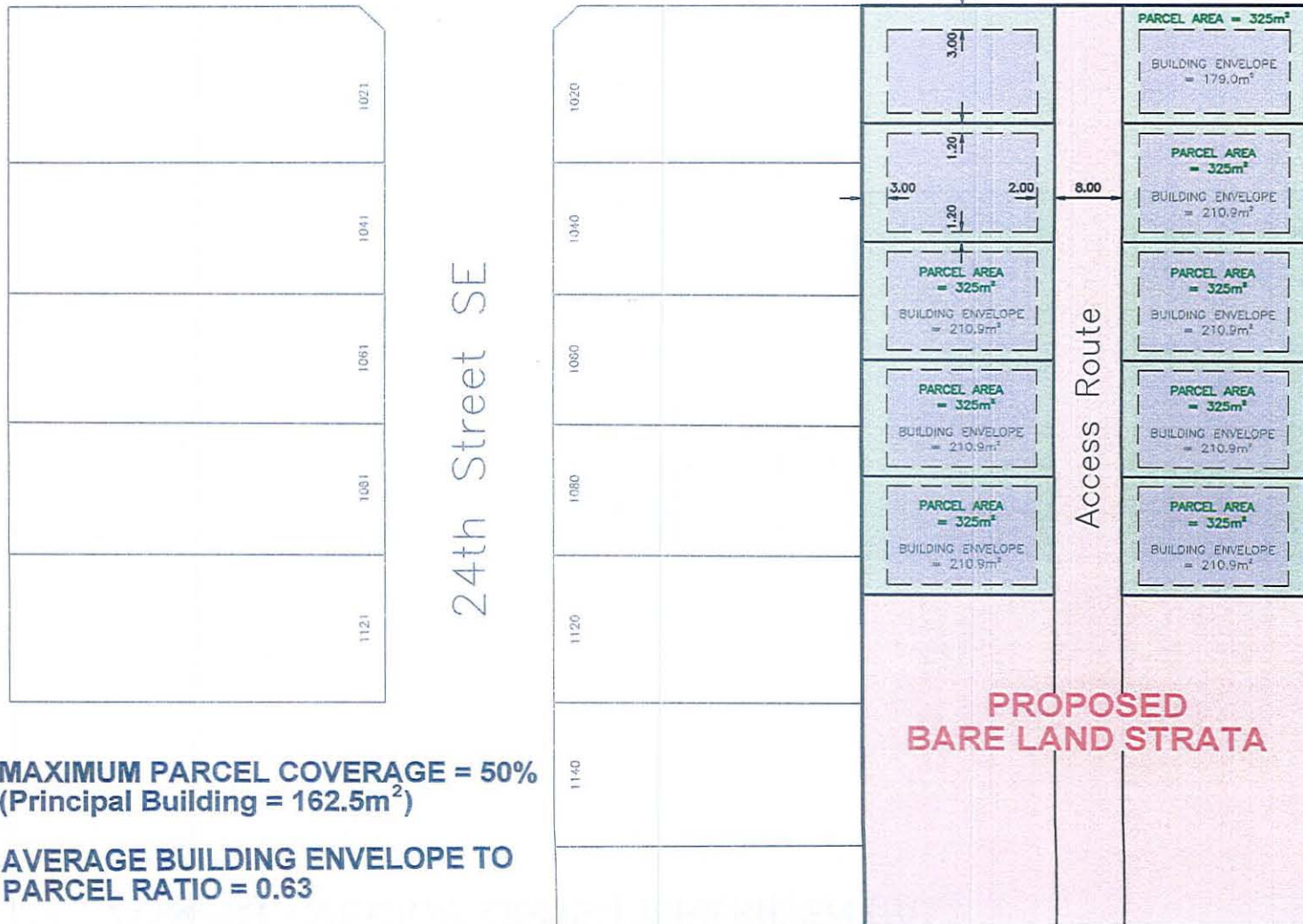
**AVERAGE BUILDING ENVELOPE TO
PARCEL RATIO = 0.44**



APPENDIX 4

CD-19 ZONING - LOW DENSITY RESIDENTIAL ???

10th Avenue SE



----- Forwarded Message -----

From:

To: "Ryan Keswick"

Sent: Wednesday, February 20, 2019 3:28:50 PM

Subject: Letter to Council

February 19th, 2019

Dear Mayor Harrison and Council Members,

The intent of this letter is to add our voice to the concerns expressed by our Neighbors on 24th St SE, Salmon Arm, regarding the proposed re-zoning application put forth by the Developers of the property of 2520 10th Ave SE, Salmon Arm. We believe the property, 2520 10th Ave SE, should remain as an R-1 designated Single-Family Residential Zone as it stands currently. The re-zoning of said property to a medium-density development, of up to 22 homes/duplexes, may negatively impact the integrity of the neighborhood in a variety of ways. Potential impacts on the neighborhood include, but are not limited to, the following: increased traffic and parking issues on and around 10th Ave, water/sewer concerns, snow removal and storage concerns, safety and privacy concerns and unsightly views. In summary, if the property of 2520 10th Ave SE were to be developed as an R-1 Single-Family/low density Residential Zone it would be a more welcome addition to an already established family neighborhood.

Thank you for your time,

Ryan and Lori Keswick

Paul A. Mundy
1241 – 24th St. S. E.
Salmon Arm, B.C.
February 19, 2019

To: His Worship Mayor Harrison
Members of Council

Re: Zoning Bylaw Amendment Application No. 1136
2520 10th Avenue S.E. Salmon Arm. "Hillcrest Mews Inc"
From R-1 to CD – 19
Applicant: Lawson Engineering and Development

This property was re-zoned from A-2 to R-1 in 2016. All documentation provided to purchasers in the area, from all legal sources, including the City of Salmon Arm, address this as its designation. This gave me the confidence that when this parcel of land was finally developed, that it would fall within the parameters of this R-1 zoning criteria.

Physical exploration of the property also solidified the confidence that the land itself best suited 10 or 12 homes, and or combination of duplexes with similar aesthetics to the surrounding new development we were now willing to buy into. What more we could research as part of our due diligence I am not sure.

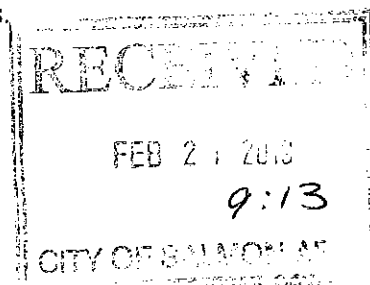
Please allow me to be clear that I am not opposed to the development of this property, and anticipated it, as part of our choosing to reside here. The extreme impact that this specific application and development is asking for, is however, what causes me to question and speak out.

As you are aware this application is dependant upon re-zoning for the purpose of allowing for a driveway entrance, as opposed to a City Engineered Residential Street. The property is not wide enough to allow houses on both sides of a municipal cul-de-sac, or, it must be developed with even less density than R-1 zoning maximums allow. The developers desire to allow for reduced end costs to the consumer in attempts to fill a market niche for "Affordable Housing" is commendable, but at what expense to its direct neighbours. Strata fee's in Salmon Arm ranging from \$80 to \$300 per month depending on the strata type may also impact the Affordable Housing goal.

There are 12 homes that are severely impacted by development set back allowances attained through this proposed zoning change. These set back changes not only create drastic lifestyle changes to privacy, noise, and aesthetics for those most impacted, but also create specific issues regarding grading, drainage, geotechnical, and building construction. Most of which can not truly be answered at this stage in the process.

This in itself creates the largest and most immediate concern for me. There is no fixed plan, no visual renderings of grades and slopes, no protection guarantee's, and, **no allowances for future input for those most directly impacted, once this first step is granted.**

Secondly, my concern is that once the City allows a developer to commence a phased strata development, it relinquishes its ability to fully control Quality Standards, and Future Safety on behalf of its neighbouring citizens.



.../2

-2-

Strata – Long Term Impact:

Having owned and lived in a Residential / Interface, Bare Land Strata for seven years, we learned quickly the standards, to which our services, roadways, retaining walls etc, were constructed by the original phased developers. Although presumably passed at time of construction, these were often bare minimum, with short cuts taken to simply make it work. Also with our Strata Council and independent bylaws, little could be done if a 51% vote decided tree's were to be cut, garbage collection sites changed, parking allowances manipulated, and short term rentals allowed.

The City of Vernon registered a Covenant on our Bare Land Strata as a Liability Disclaimer, that if access is impeded – due to lack of Strata Bylaw Enforcement, of storage, parking, snow clearing, or driveway grades, and Fire Apparatus could not physically attend close proximity, - the City was not Liable.

The application before you is not at all like "Maplewoods" as has been referenced by staff, and has no physical resemblance to that development. This is an application for a very compact, Bare Land Strata. One that will have even greater issues, because of it's density and space restraints. This creates safety issues to immediate neighbours as well, when setbacks are reduced to allow density increases. Although this Strata is geared towards young families entering the market, there is no provision for children. There is simply no room as this plan is presented, for any back yard play, or common property recreation area. Children must walk on a lengthy round about trail system, or along 10th Ave for 1.5 blocks to access the school playgrounds. Although perhaps not seen as being that far, it does mean kids are not in the security of their own yards.

This first step in development to re-zone the land is too much without further information and consultation. As stated I am not opposed to development, nor am I opposed to the goal of "Affordable Housing" as a target market.

What I desire to see for this development is

- **minimum impact** to the 12 homes bordering the property line, ie: 6 m. set back.
- **guarantee's** by the City and Developers that Safety issues such as Slope Stability, future Drainage, and Potential Adverse Construction issues will be controlled by City Inspection standards – not just private enterprise.
- **the ability** for a select group of homeowners whom are most directly affected by this development, **to pro-actively consult, and find solutions, with City Staff and the Developer**, that enable this development to meet its full potential while still "Being Sensitively Integrated with Neighbouring Land Uses", and users.

Again – I am not opposed to development within the original R -1 scope and allowances for rear setbacks, but feel this application to again re-zone, requires too large a jump forward – with **no opportunity for future input / consultation, and no fixed plan or guarantees**. Therefore I am opposed to this Application as it stands.

Thank you for your consideration in this matter.

Sincerely

Paul A. Mundy
Paul A. Mundy

Sharen Berger
2061 – 10th Ave SE
Salmon Arm BC
V1E 2J4

February 16, 2019

Chris Larson, Planning and Development Officer
City of Salmon Arm
PO Box 40
Salmon Arm, BC V1E 4N2

**Re: Proposed Amendment to City of Salmon Arm Zoning Bylaw No. 2303
2520 10th Ave. Salmon Arm**

I am writing this letter to voice my opposition to the proposed amendment to the City of Salmon Arm Zoning Bylaw No. 2303 (Bylaw No. 2303) in respect of the property located at 2520 10th Ave. SE. The proposed development of 22 units conflicts with the existing type of development in the surrounding residential areas. Bylaw No. 2303 zones the subject property R1 – Single Family Residential, which is consistent with the residential development in this area.

Section 1.0 of the City of Salmon Arm Official Community Plan (OCP) Bylaw No. 4000 (Bylaw No. 4000) states that the OCP:

- expresses a community vision, developed through the planning process;
- contains statements regarding the City's plans to accommodate future growth and to integrate various land uses such as: residential, commercial, industrial, agricultural, institutional and recreational uses; and
- provides an outline of the City's plans for land uses and for servicing development.

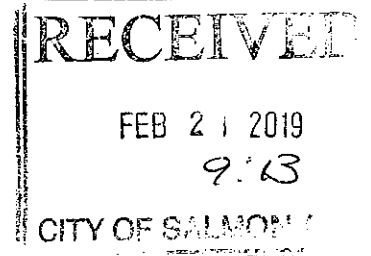
Additionally, the Local Government Act requires that an OCP contain and identify the approximate location, type and density of residential development and housing policies for affordable housing, rental housing and special needs housing.

The City of Salmon Arm adopted Bylaw No. 4000 less than eight (8) years ago, and at that time the subject property was not designated for affordable housing units. The developers are not proposing to amend the OCP, which would require a more vigorous consultation process, instead, as noted in their proposal, they acknowledge "that the City of Salmon Arm underwent a comprehensive review of the City's needs in their most recent OCP," and admit that "***the developers are looking to work around*** the requirements of the current OCP designation" by applying for a Comprehensive Development Zone which would vary many of the R1 requirements. (Bold and italics for emphasis).

The developers state that their goal is to create "affordable housing", and while the creation of true affordable housing is an admirable goal, the cost of the proposed dwelling units - \$399,000-\$429,000 certainly falls far outside of the realm of affordable housing. Bylaw No. 4000 defines affordable housing as follows:

"Affordable Housing" means housing which has a market price or rent that does not exceed 30% of the income of households which have an income that is less than 80% of the median household income for the community."

.../2



-2-

Additionally, affordable housing units should be developed within walking distance of amenities and the down town core, as individuals requiring this type of housing may not have the necessary transportation to get to work, doctor appointments, etc. There are existing properties near the downtown core and within the three residential development areas the City has identified (Residential Development Areas A, B and C), that are more appropriate for in-fill or redevelopment for affordable housing.

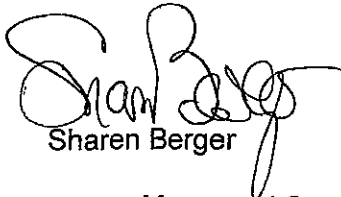
The two properties adjacent to the subject property were redesignated and rezoned less than three years ago – from an Agricultural designation and A2 zone to Residential Low Density designation and the R1 zone. As a resident living close to these two properties, I supported the redesignation and rezoning because the proposed designation and zoning were consistent with surrounding land uses.

The applicants were aware of the constraints to developing the property when they purchased it, and the OCP policies and Zoning regulations are clear. While amending the Zoning Bylaw to allow for: reduced minimum rear and front yard setbacks; decreased parcel size and width; road design zero clearance from the adjoining subdivision, etc. would maximize the developers' profit, it would certainly do a disservice for the neighbouring property owners. The developers note that the amendments to the R1 zone which they are proposing in the Comprehensive Development Zone are similar to those of the City of Salmon Arm's CD-7 Zone, which provides for "medium density residential". If the developers proposal is more in line with medium density residential than with low density residential, it should not be considered in this location without an open and transparent OCP amendment process.

Individuals who purchased and built on the properties in the two subdivisions adjoining the subject property relied on the statements in the OCP, believing it to be a guide to future land uses and as such future development in the area would be consistent with the existing land use in the area. The zoning regulations should support the policy statements of the OCP, and not be manipulated in order to circumvent the visions of that document. If Council allows developers to "**work around the OCP requirements**" by varying the zoning regulations to accommodate developers' visions rather than those of the residents, it makes a mockery of the OCP and the public process for amendments. The OCP will no longer be a document that expresses a community vision that new residents can look to for guidance when purchasing property, and the zoning amendment process is intentionally unclear and disingenuous.

The property should be developed consistent with the current OCP and the regulations of the Zoning Bylaw which allows for 12 single family residential lots.

Yours truly,



Sharen Berger

cc: Mayor and Council

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

249

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Monday, February 25, 2019 at 7:00 p.m.**

2) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone

Civic Address: 2150 - 21 Street NE

Location: Northeast of the 20 Avenue
& Lakeshore Road NE Intersection

Present Use: Single family dwelling

Proposed Use: Single family dwelling with a suite

Owner / Applicant: Simpson, M. & M.

Reference: ZON-1138/ Bylaw No. 4307



CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: January 22, 2019

Subject: Zoning Bylaw Amendment Application No. 1138

Legal: Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204

Civic: 2150 – 21 Street NE

Owner/Applicant: Simpson, M.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed secondary suite meets Zoning Bylaw and BC Building Code requirements.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 2150 21 Street NE (Appendix 1 and 2) and contains an existing single family dwelling. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a *secondary suite* within the existing single family dwelling.

BACKGROUND

The subject parcel is designated Medium Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in an area largely comprised of R-1 zoned parcels containing single family dwellings. There are presently 15 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5.

A "Stop Work" order was issued to the subject property in June 2018 for renovations to create a basement dwelling unit undertaken without a Building Permit. The intent of this application is to develop a conforming *secondary suite* within the basement of the single family dwelling, as shown in the plans attached as Appendix 6.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Medium Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

Based on parcel area and width, the subject property has potential to meet the conditions for the development of a *secondary suite*, including sufficient space for an additional off-street parking stall.

COMMENTS

Engineering Department

No objections to the proposed rezoning. Comments attached as Appendix 7.

Building Department

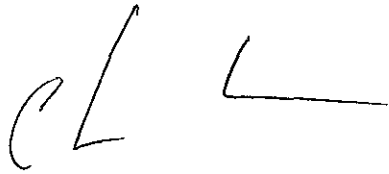
BC Building Code will apply. A Building Permit application has not yet been received.

Fire Department

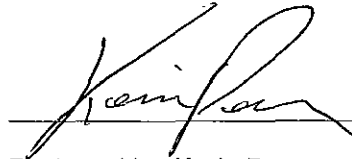
No concerns.

Planning Department

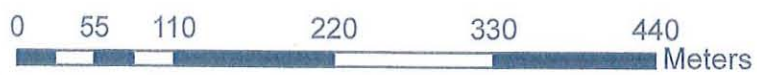
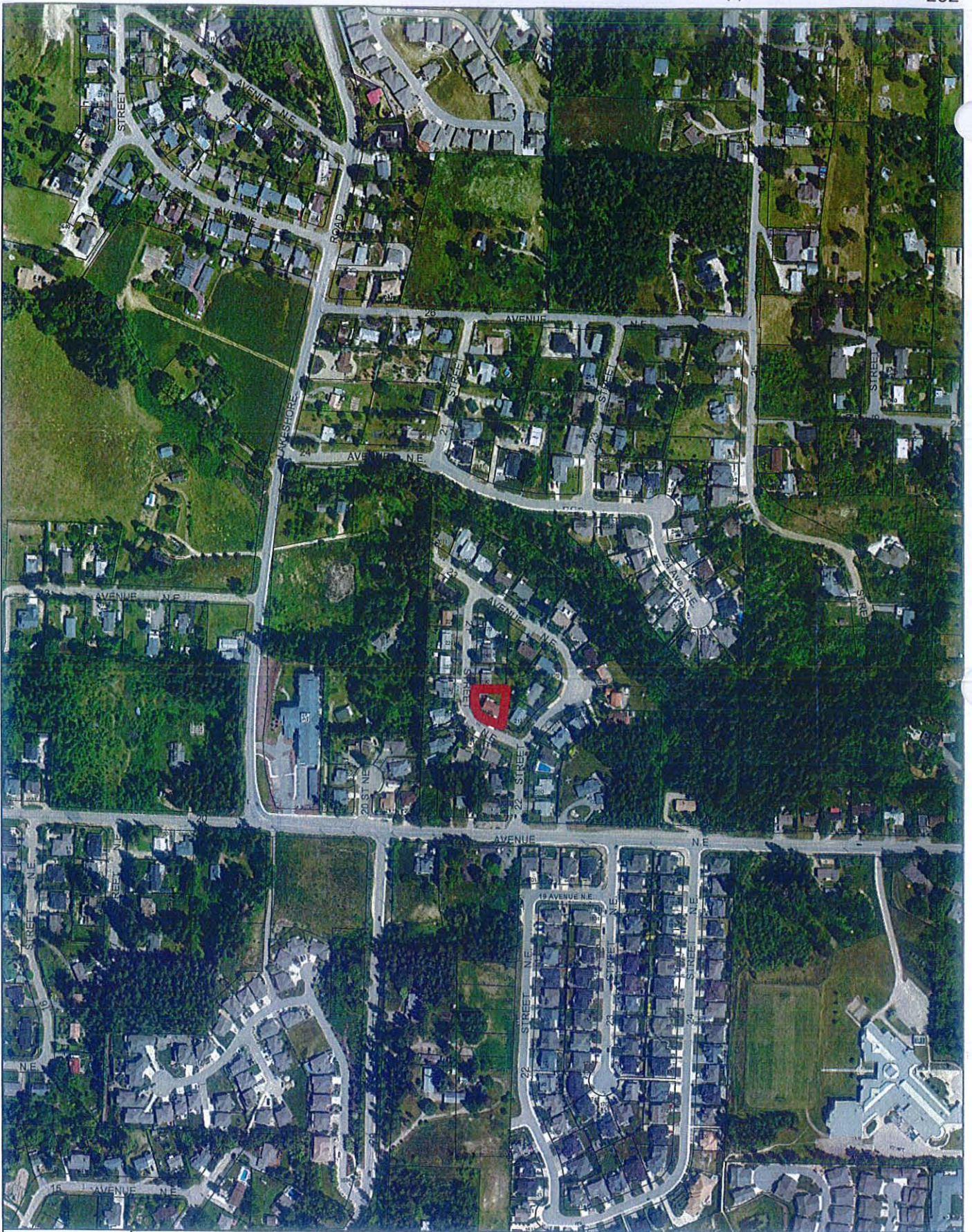
The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The site plan provided indicates that all R-8 Zone requirements can be met, including the provision of onsite parking. Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



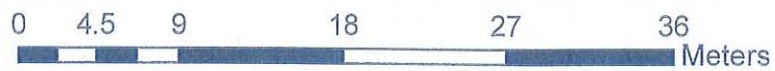
Prepared by: Chris Larson, MCP
Planning and Development Officer



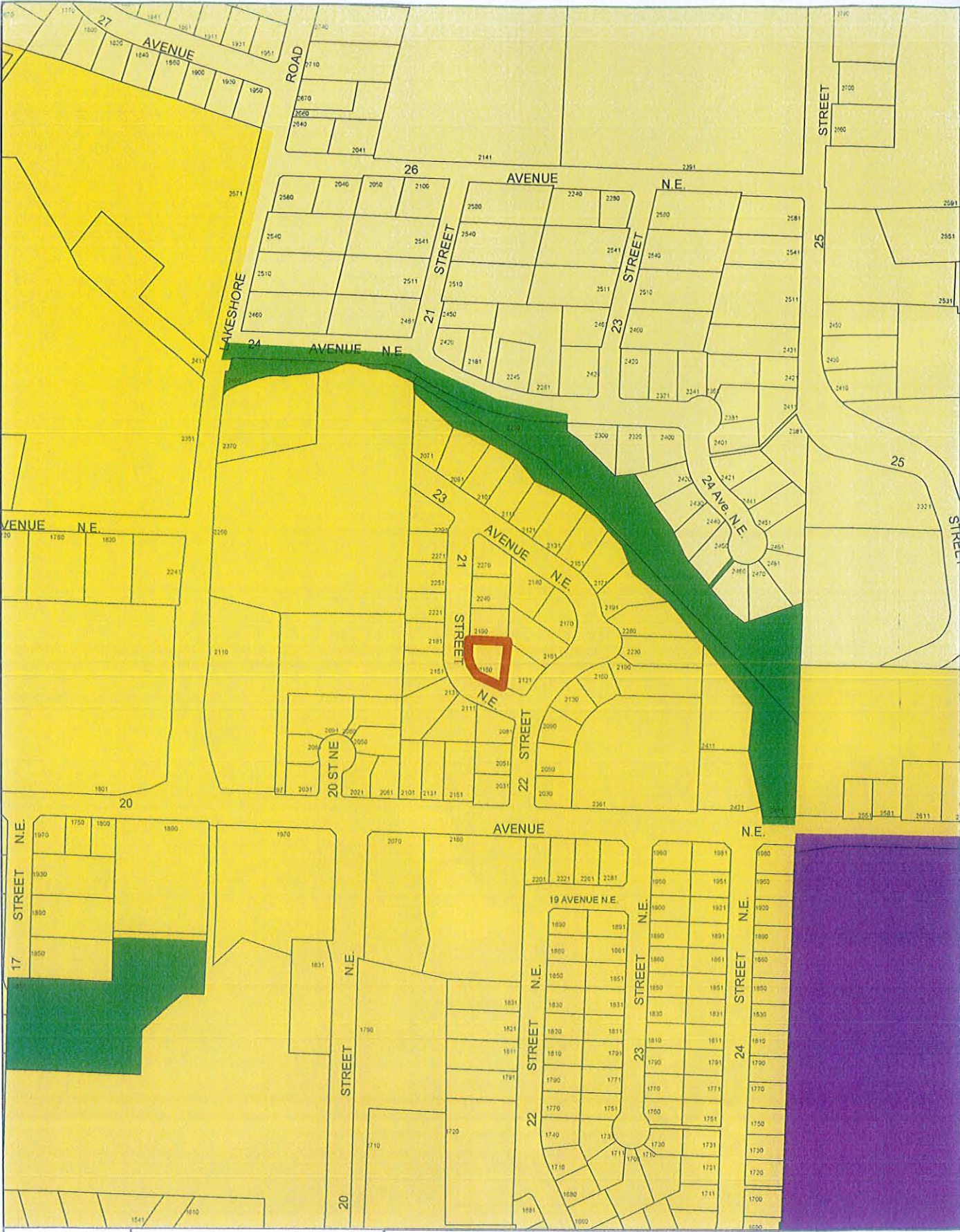
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



Subject Parcel



0 1530 60 90 120
Meters



Subject Parcel



Park



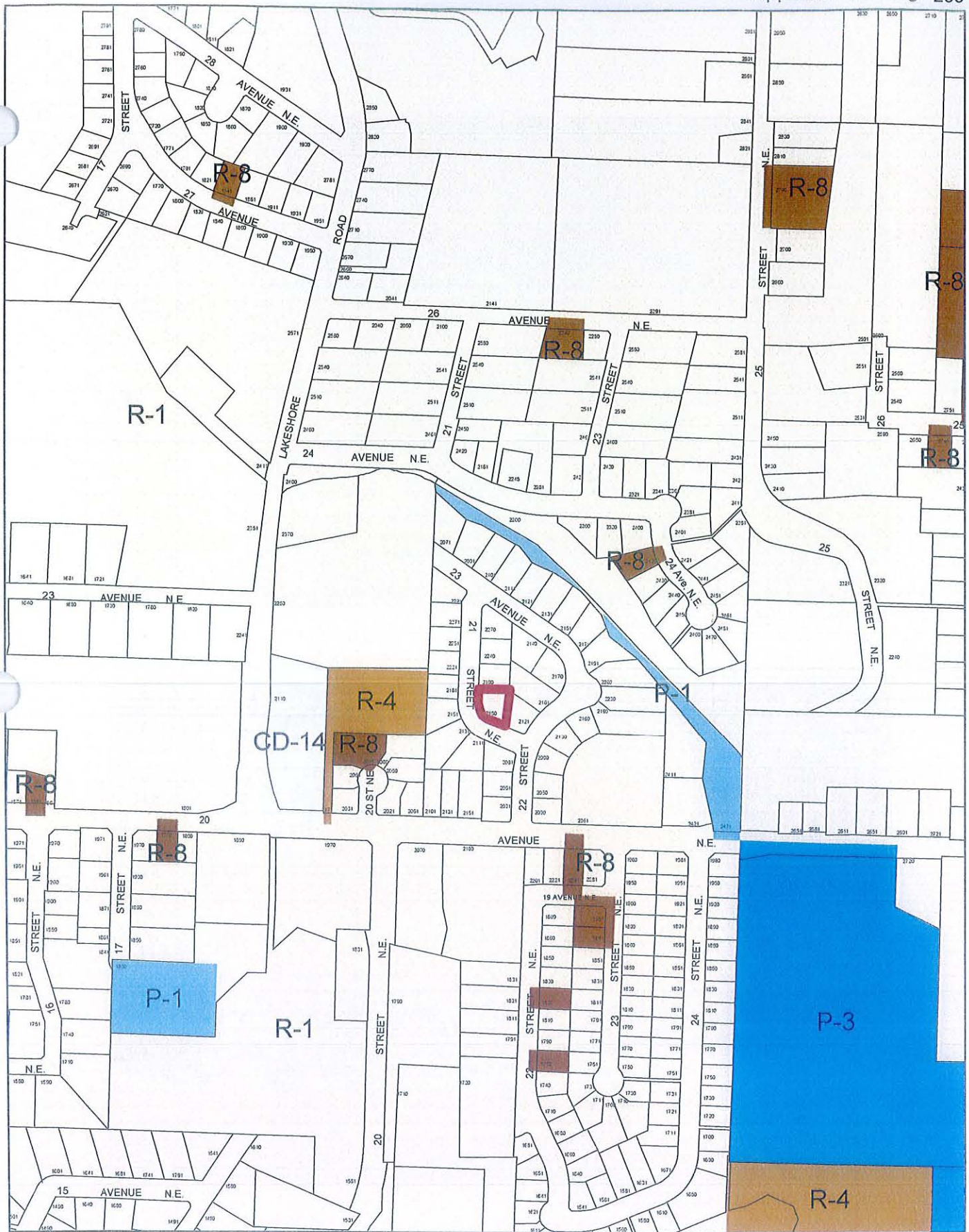
Low Density Residential



Medium Density Residential



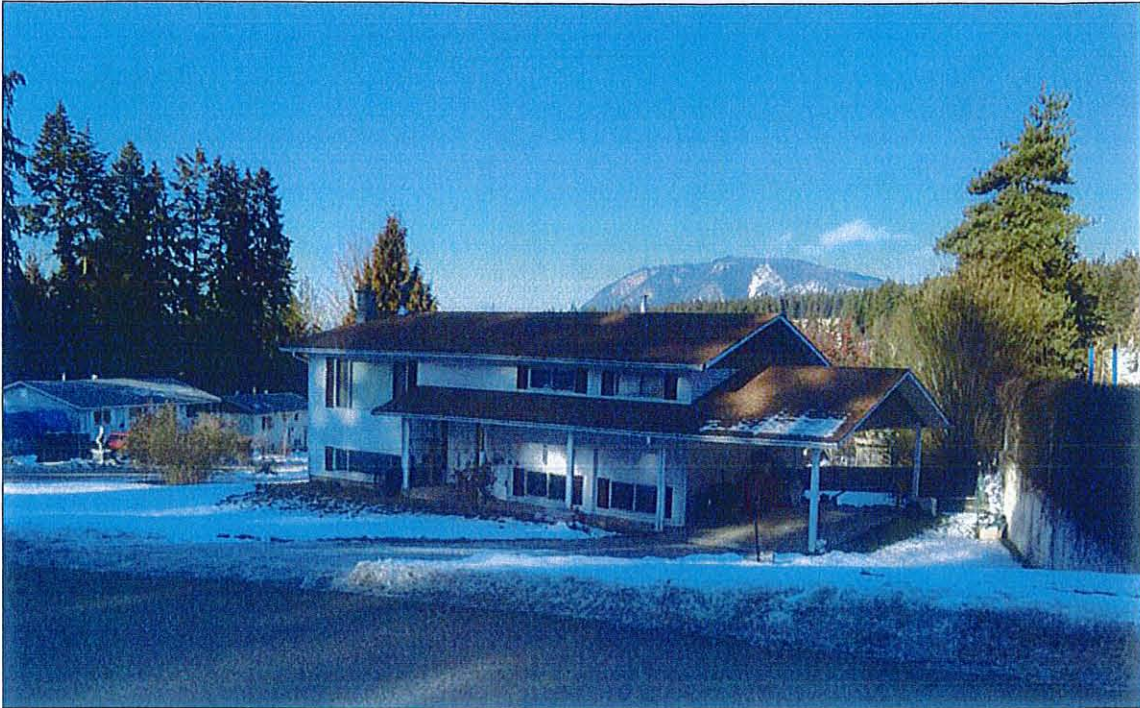
Institutional



0 55 110 220 330 440 Meters



Subject Parcel



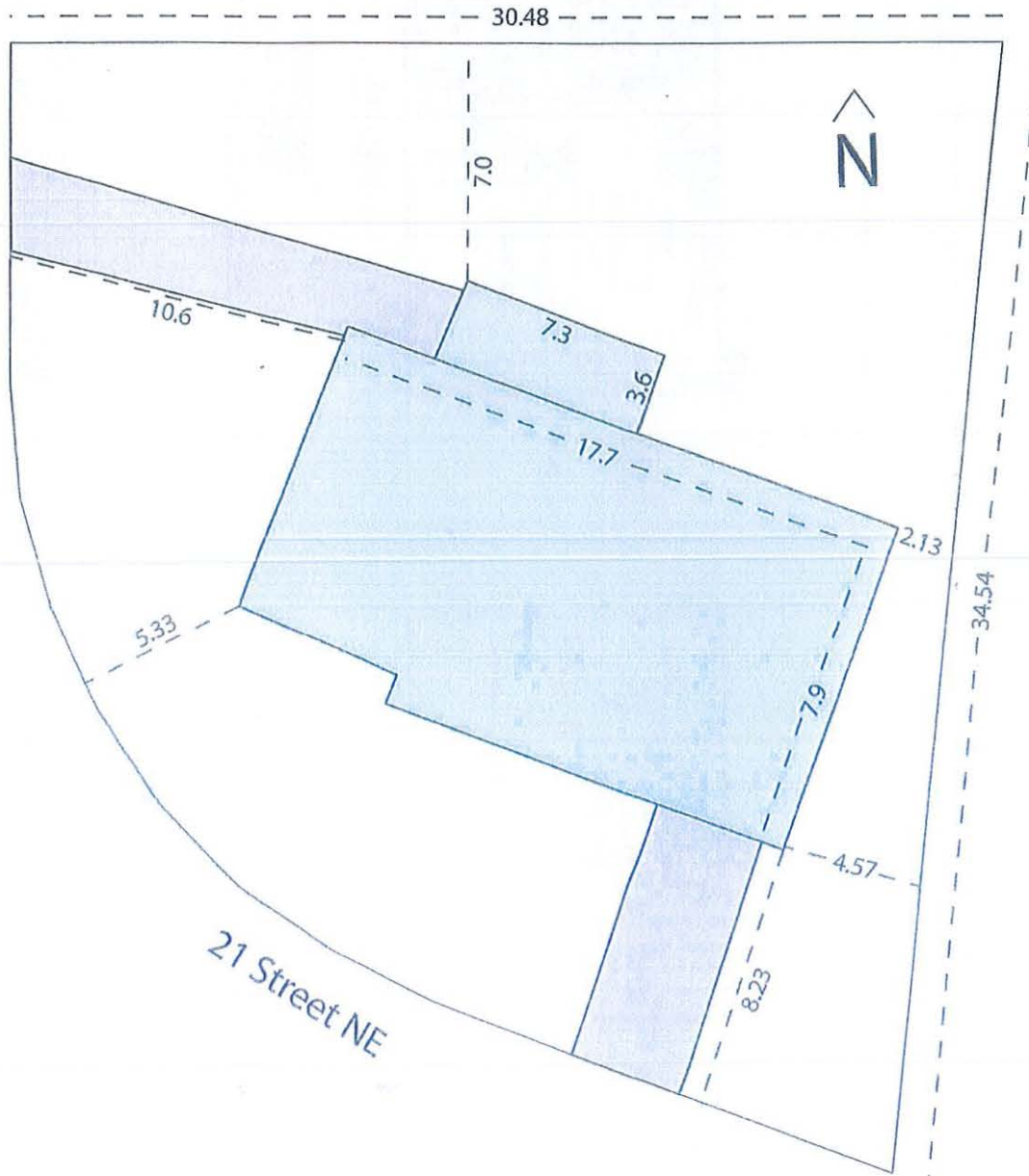
View north of subject property from 21 Street NE.



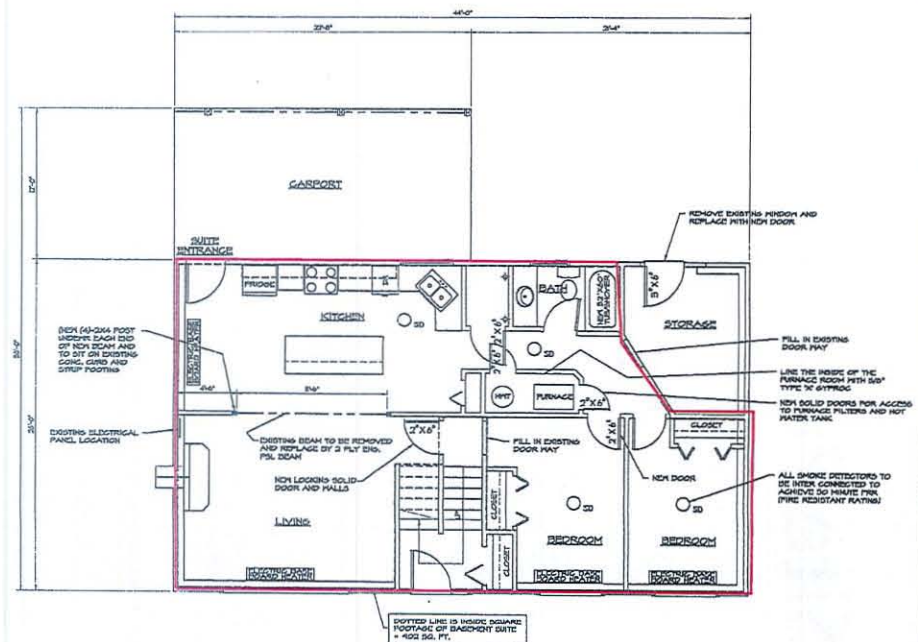
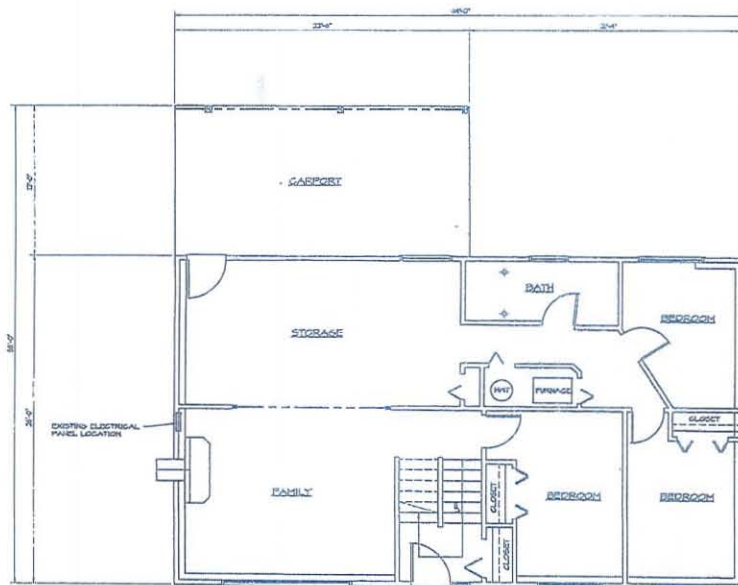
View east of subject property from 21 Street NE.


Site Plan

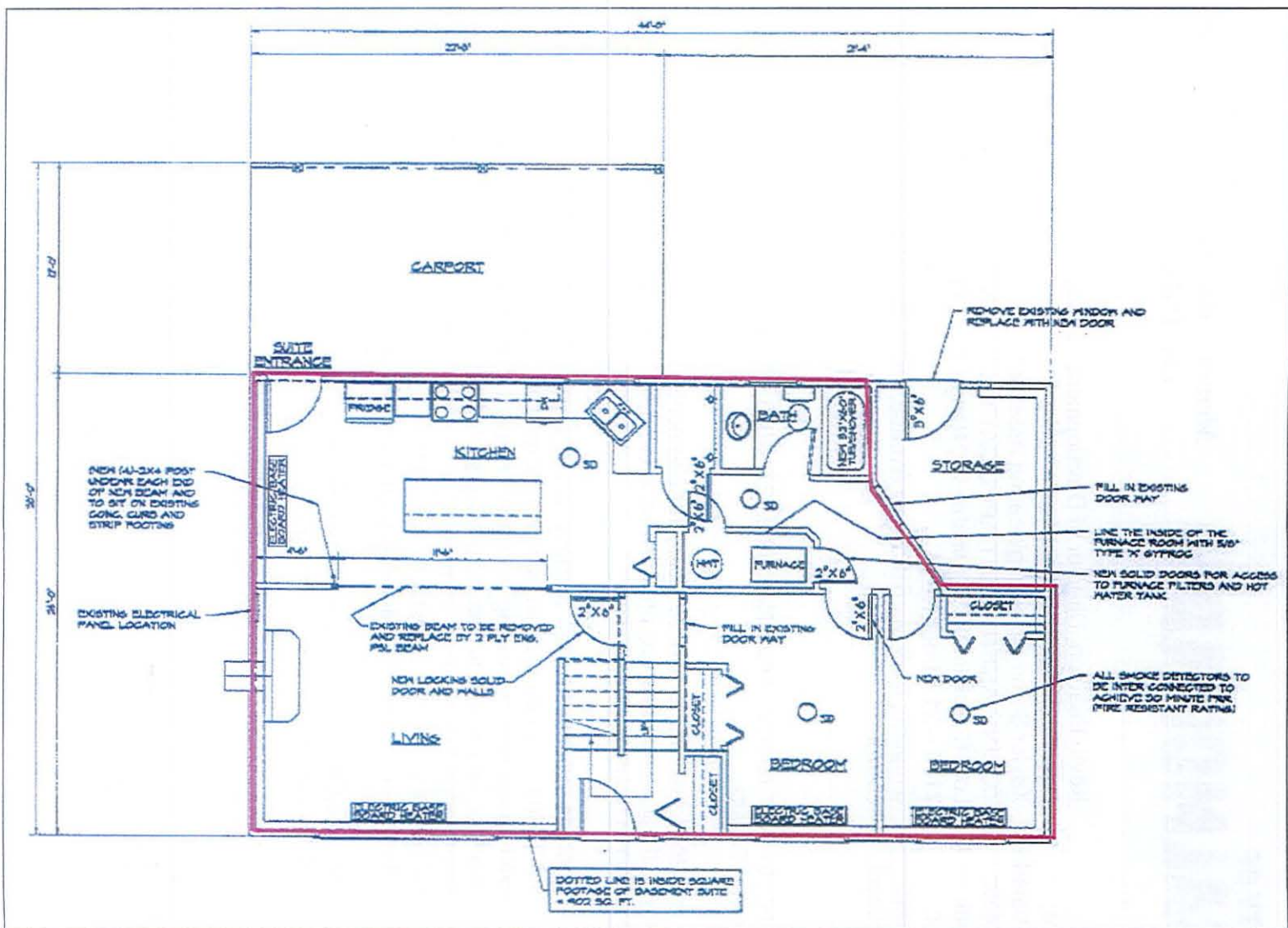
2150 21st NE
Salmon Arm, BC



1/10th scale



			 PEDERSON DRAFTING & DESIGN LTD.	CLIENT: MIKE SIMPSON 200 - 257 STREET, N.E. SALMON ARK B.C.	
				DRAWN: SEE PAGE CHECKED: SEE 27000 REVISION NO.	
REVISION NO.	DATE	DESCRIPTION	PROJECT: NEW BASEMENT SUITE		
THESE DRAWINGS, SPECIFICATIONS AND SCHEDULES FORM PART OF AND ARE THE CONFIDENTIAL, SOLE AND EXCLUSIVE PROPERTY OF PEDERSON DRAFTING & DESIGN LTD. AND ARE NOT TO BE REPRODUCED, COPIED OR USED IN ANY MANNER FOR ANY PURPOSE OR IN ANY MANNER WITHOUT PRIOR WRITTEN CONSENT.			DRAWING DESCRIPTION: FLOOR PLANS		
			2560 - 251 AVE. N.E. VANCOUVER, B.C. V6P 3A4 TEL: 255-0050/51 FAX: 255-0052/53 WWW.PEDERSONDRAFTING.COM		DRAWING NO. 18-04-01



CITY OF SALMON ARM


City of Salmon Arm Memorandum from the Engineering and Public Works Department

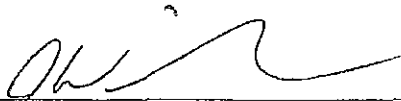
To: Kevin Pearson, Director of Development Services
 Date: December 18, 2018
 Prepared by: Xavier Semmelink, Engineering Assistant
 Subject: **ZONING AMENDMENT APPLICATION FILE NO. ZON-1138**
 Legal: Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204
 Civic: **2150 – 21 Street NE**
 Owner: Simpson, M. & M., 5135 – 45 Avenue, Delta, BC V4K 1K5
 Applicant: Owner

Further to your referral dated November 27, 2018, the Engineering Department has reviewed the site.

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

- Records indicate that the existing property is serviced by a 19mm service from the 150mm diameter watermain on 21 Street NE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. To request an estimate to upgrade the water service please contact the Engineering Department, otherwise an estimate will be provided at the time of the building permit. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
- The subject property is a corner lot and an additional access is allowed. Sufficient onsite parking shall be provided.


 Xavier Semmelink
 Engineering Assistant


 Jenny Wilson, P.Eng., LEED® AP
 City Engineer

page 1 of 2

To: Salmon Arm City Council Feb 15, 2019
to be read in Council Chambers at the public
hearing Feb 25, 2019, 7:00 PM, in regard to the
Proposed Amendment to Zoning Bylaw 2303, concerning
rezoning the residence at 2150 - 21 St NE from
R-1 to R-8, Reference ZON-1138/Bylaw # 4307

From: J. Douglas Noakes
2111 - 21 St NE Salmon Arm

Councillors and Attending Public:

Apologies for not being able to attend in person,
thank you for listening to the reading of my letter.

I live directly across the street from the front
of the property for which rezoning is being requested,
noted above. I am strongly opposed to the rezoning
for the following reasons.

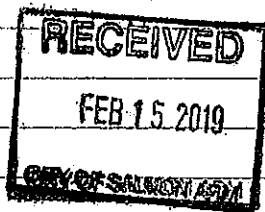
1. Our neighbourhood, the Bastion Subdivision, is all
zoned R-1, single family. I bought my property there
about a year ago on the basis that it was and
would remain R-1. I have found it to be a
wonderful community, quiet and apparently safe
with neighbours who truly care and look out for
each other. I do not want the character of my
community to be altered by the proposed rezoning
and would feel disappointed and deceived if it
was approved.
2. I do not want the extra activity, traffic and
noise that accompanies higher density. This is
especially problematic because the property under
discussion is a very exposed corner lot and the
present renters already provide daycare service.

Extra parking on the street is a problem because the street is narrow and forms a sloped corner around the house so parked cars make access difficult for other traffic.

- 3 A rental house adds the possibility of many negative issues for its neighbours as we have already experienced. Adding a suite compounds these issues, especially if the rental owner does not live nearby, as is the case being considered. Maintaining R-1 zoning will help reduce the potential negatives if a house is rented out.

In conclusion, in my opinion and with reasonable expectations as an owner of an adjacent R-1 property, our neighbourhood's character should be preserved by maintaining R-1 zoning without exception.

signed J. Noakes



McBry

Feb 15, 2019

To: City of Salmon Arm

RE: Zoning amendment ZON-1138/ Bylaw No.4307 to encompass 2150 21 Street NE

To whom this may concern, please accept this letter as confirmation of our household's opposition to the proposed amendment. While we acknowledge existing un-enforced illegal suite activity in the area just brought forward, our concern is offset by the sheer fact that those home owners maintained actual residence there and contributed to the neighbourhood, taking full ownership of property upkeep. As long-term home owners in the area we would reinforce the following points already brought forward to the board for consideration.

- *House is currently owned by an absentee owner (Lower Mainland) who intends to use the property exclusively as a rental property.*
 - *Owner has no history or interest in the character of the neighbourhood*
 - *Current tenants also have no interest in the character of the neighbourhood*
- *Current owner attempted to renovate the basement into a suite without approvals or permits and was shut down. Renovation contractors were not local and their qualifications unknown.*
- *Almost all of the existing homeowners in the subdivision are long-term owners who purchased with the understanding (and desire) that this was a single-family residential subdivision (because the zoning specifically requires it).*
- *Because of the long-term ownership within the subdivision, a great deal of comradery and character has developed. The subdivision has been safe for our children and ourselves.*
- *The introduction of un-caring rental tenants has manifested itself in many ways:*
 - *Tenants do not maintain the property – because it's a highly-visible corner lot, that has the potential to de-value all properties in the subdivision.*
 - *Despite the one-bag garbage bag limit, every collection day sees between 3 and 6 bags on the curb (which the contracted service dutifully picks up)*
 - *Although conventional window coverings are relatively inexpensive, the tenants have chosen to use towels, blankets and anything else to keep the light and temperature out.*
 - *Tenants have introduced 2 dogs and 2 cats. Dogs are chained to the front porch to relieve themselves and while outside, bark at anything that moves – especially if passers-by have a dog on leash. Cats have been left to fend for themselves outside for the most part – neighbours who feed birds and keep nice gardens pay the price.*
 - *Tenants are storing an RV on the property, likely for additional income.*
 - *Tenants offer a daycare service, likely for additional income.*
 - *Vehicle activity after 10pm is frequent.*
- *Neighbours canvassed have indicated that they wish that the property wasn't a rental unit. This should clearly indicate that there is no appetite for even more rental capacity at the same location.*
- *There are currently 36 lots in this subdivision. All are zoned R-1. At least 5 already have illegal suites. That is sufficient rental capacity – please don't create more.*

Sincerely



Mark Koprowsky

2240 21 ST NE

City of Salmon Arm

500-2nd Avenue

SALMON ARM, BC V1E4N2

Attn: Administration Dept.

February 20, 2019

(Delivered by Hand)

Re: Proposed Amendment to Zoning Bylaw 2303

City Reference ZON-1138/ Bylaw 4307

We wish to be recorded as being **opposed** to the proposed amendment.

We have been owners and sole residents of our home (located directly across from the subject property) for 32 years and have enjoyed the value, character and safety of this subdivision. We feel that this proposal and its circumstances will compromise those values.

We offer the following for your consideration;

- The current owners of the subject property do not live in Salmon Arm and have no interest, knowledge or concern for the neighbourhood's history or attributes - or regard for municipal regulation.
This is most certainly evidenced by the owners' attempts to proceed earlier with renovations and construction of a secondary suite without permits or requisite municipal land use authority.
- The current tenants also have no interest, knowledge or concern about the neighbourhood. The lack of maintenance and appearance of the house along with their activity and lifestyle speak for themselves. As one example (there are many), anywhere between 3 and 6 bags of garbage appear on the curb on collection day and are dutifully collected*.

- Because the subject property is located on a very visible corner lot, the lack of care and maintenance are immediately apparent and reflect poorly in a neighbourhood where caring homeowners have expended a great deal to improve their homes and yards. The situation has the potential to de-value all properties in the neighbourhood.
- The activity at this location prompted several homeowners to examine whether or not there were other secondary suites in the neighbourhood – there are no less than 5. Based on existing zoning, they are all non-conforming. This matter was identified to the City and the verbal response was “..there’s nothing we can do about it”*
- Perhaps most importantly, we, along with most other home owners in this subdivision, intentionally purchased on the basis of current zoning – R1, Single Family Residential. We pay fees and taxes accordingly.

There are additional factors to consider.

- This is a “looped-road” subdivision – one way in/out. Increased tenancy will increase traffic and noise and will erode the safety that is not available with “through-road” subdivisions.
- The same applies to parking. City services are already challenged by the grades and corners within the subdivision. Additional on-street parking (which is already occurring because of density) will make matters worse.
- *Asterisks identify areas where the City has been unwilling, or unable to enforce its own bylaws. This presents yet another level of concern with the proposal at hand.

In closing, we would suggest that with at least 5 existing secondary suites in the subdivision, there is very little appetite for more – especially considering absentee property ownership.

Thank you for your consideration of this matter.

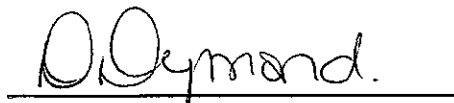
Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Doug Dymond', written over a horizontal line.

Doug Dymond

2081 22nd Street NE

Salmon Arm BC V1E3E5

A handwritten signature in black ink, appearing to read 'Debbie Dymond', written over a horizontal line.

Debbie Dymond

February 18, 2019

RE: Proposed Amendment to Zoning Bylaw No. 2303 (2150 21st Street NE)

From: **Doug and Linda Wiebe**
2181 21st Street NE
Salmon Arm, BC

It has come to our attention the registered owners of the house located at civic address 2150 21st Street NE have made a Rezoning application – to change the zoning of this lot from R-1 Single family to R-8 Residential Suite Zone. The entire area is zoned R-1 and no other people have requested such a zoning change nor would I expect that to ever happen.

While we are relatively new to this community, one of the features that attracted about this specific street was the single family, low density aspect; we came from an area outside of Salmon Arm where higher density created important subsequent issues – parking chaos, noise, garbage and a lack of connectiveness with residents. Another huge issue arising from higher density neighbourhoods is the complete lack of accountability and literal ownership of property and the resultant social issues.

The above-identified owner of this house has applied for rezoning looking to put a suite in the home – what is not identified is that the home will not have an owner present on site (or even in the city) to provide any degree of accountability to the people of this neighbourhood. Since the first month of change of ownership, the property has not been maintained with regard to simple lawn maintenance, weed removal and general external house upkeep – in short, it has become an eyesore. Even when the owner has, on brief occasions visited, had concerns brought to his attention, they have not been dealt with – i.e. lawn, weeds, driveway concerns. This home is/has been an eyesore with the owner several hours away in the Lower Mainland and has proven to be unwilling/unlikely to provide any remediation.

We understand illegal suites exist all over Salmon Arm and likely on our street as well; we understand people rent houses. What is completely unacceptable to us is having a completely absentee landlord asking for more rental capacity in a home so both floors of a house have no one accountable to the people who live in the neighbourhood around them – there is little need for them to be good neighbours who strive to maintain the identity of the neighbourhood they live in.

In conclusion, we are requesting the application for re-zoning be rejected now and in the future.

Yours sincerely



Doug Wiebe
Linda Wiebe

THIS LETTER CONTAINS ALL of MY CONCERNS
about THIS PROPERTY & Neighbourhood

I-OPPOSE

Rezoning Notes

I ALSO SPEAK for
PROPERTY OWNERS

RUTH + GERRY
HAY

- House is currently owned by an absentee owner (Lower Mainland) who intends to use the property exclusively as a rental property.
 - Owner has no history or interest in the character of the neighbourhood
 - Current tenants also have no interest in the character of the neighbourhood
- Current owner attempted to renovate the basement into a suite without approvals or permits and was shut down. Renovation contractors were not local and their qualifications unknown.
- Almost all of the existing homeowners in the subdivision are long-term owners who purchased with the understanding (and desire) that this was a single family residential subdivision (because the zoning specifically requires it).
- Because of the long-term ownership within the subdivision, a great deal of comradery and character has developed. The subdivision has been safe for our children and ourselves.
- When this home became a rental unit, the results were immediate. So a group of homeowners canvassed the neighbourhood and discovered that there are no less than 5 existing illegal rental suites in the subdivision. This was reported to the City and the verbal response was "...well, there's not much we can do about it". There has still been no written response to the written complaint.*
- The introduction of un-caring rental tenants has manifested itself in many ways:
 - Tenants do not maintain the property – because it's a highly-visible corner lot, that has the potential to de-value all properties in the subdivision.
 - Despite the one-bag garbage bag limit, every collection day sees between 3 and 6 bags on the curb (which the contracted service dutifully picks up)*
 - Although conventional window coverings are relatively inexpensive, the tenants have chosen to use towels, blankets and anything else to keep the light and temperature out.
 - Tenants have introduced 2 dogs and 2 cats. Dogs are chained to the front porch to relieve themselves and while outside, bark at anything that moves – especially if passers-by have a dog on leash. Cats have been left to fend for themselves outside for the most part – neighbours who feed birds and keep nice gardens pay the price.
 - Tenants are storing an RV on the property, likely for additional income.
 - Tenants offer a daycare service, likely for additional income.
 - Vehicle activity after 10pm is frequent.
- Neighbours canvassed have indicated that they wish that the property wasn't a rental unit. This should clearly indicate that there is no appetite for even more rental capacity at the same location.
- There are currently 36 lots in this subdivision. All are zoned R-1. At least 5 already have illegal suites. That is sufficient rental capacity – please don't create more.

*denotes failure by the City to enforce its own bylaws.

BRIAN BUCHANAN
2270 21 ST NE
SALMON ARM BC
V1E 3E8

Feb 19/19
250 517 0742

Brian Buchanan

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

269

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, on **Monday, February 25, 2019 at 7:00 p.m.**

3) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260 from R-7 Large Lot Single Family Residential Zone to R-8 Residential Suite Zone & R-1 Single Family Residential Zone

Civic Address: 1461 - 17 Street SE

Location: Northwest of the 20 Street & 20 Avenue SE Intersection

Present Use: Single family dwelling

Proposed Use: Single family dwelling with a suite on proposed northern lot and single family dwelling on proposed southern lot.

Owner / Applicant: Green, S.

Reference: ZON-1139/ Bylaw No. 4308



The files for the proposed bylaws are available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from February 12 to February 25 2019, both inclusive, in the office of the Director of Corporate Services at the City of Salmon Arm, 500 - 2 Avenue NE.

Those who deem their interest affected by the proposed bylaw are urged to review the file available in the Development Services Department (or telephone 250-803-4021) to obtain the facts of the proposal prior to the Public Hearing.

Erin Jackson, Director of Corporate Services

21.3/22.3

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: January 25, 2019

Subject: Zoning Bylaw Amendment Application No. 1139

Legal: Lot 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260
Civic: 1461 17 Street SE
Owner/Applicant: Green, S.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone) and R-1 (Single-Family Residential Zone) as shown in Schedule A.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is approximately 1,370 square metres (0.33 acres) in area and is located at 1461 17 Street SE (Appendix 1 and 2). The proposal is to rezone the northern portion of the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of a new single family dwelling containing a *secondary suite*, and to rezone the southern portion of the parcel containing the existing single family dwelling from R-7 to R-1 (Single-Family Residential Zone), as shown in Schedule A.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel is located west of Hillcrest School, a residential area largely comprised of R-1, R-7 and R-8 zoned parcels containing single family dwellings. There are currently over 40 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel contains a single family dwelling and mature vegetation, and is approximately 1,370 m² in area. Site photos are attached as Appendix 5. The proposed parcels shown in Schedule A (Appendix 6) meet both the conditions of minimum parcel area and minimum parcel width as specified by the proposed zones. A subdivision application has been submitted (Sub-18.07).

The purpose of this amendment would facilitate the creation of a new parcel and allow the future development and use of a new *single-family dwelling* containing a *secondary suite* (the proposed R-8 parcel does not have sufficient area to permit a *detached suite*), while no changes are anticipated at this time to the existing house on the portion of the property to be rezoned to R-1. Development would require a building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Low Density Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

The Zoning Bylaw also requires a *secondary suite* to have one designated offstreet parking stall in addition to the two stalls required for the single family dwelling. The subject parcel has more than sufficient space to accommodate the offstreet parking requirement.

COMMENTS

Engineering Department

No Concerns.

Building Department

No Concerns subject to BC Building Code requirements.

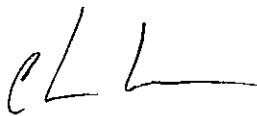
Fire Department

No concerns.

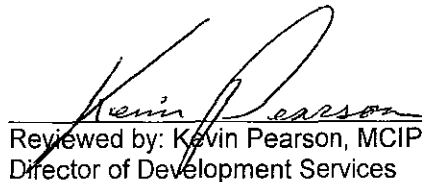
Planning Department

The proposed R-1 and R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The area and dimensions of the proposed lots are suitable for the proposed use and development: minimum setbacks, parcel coverage, building separation, parking and access should be easily achievable.

Any development of a single-family dwelling with a *secondary suite* would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCP
Planning and Development Officer



Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 45 90 180 270 360 Meters



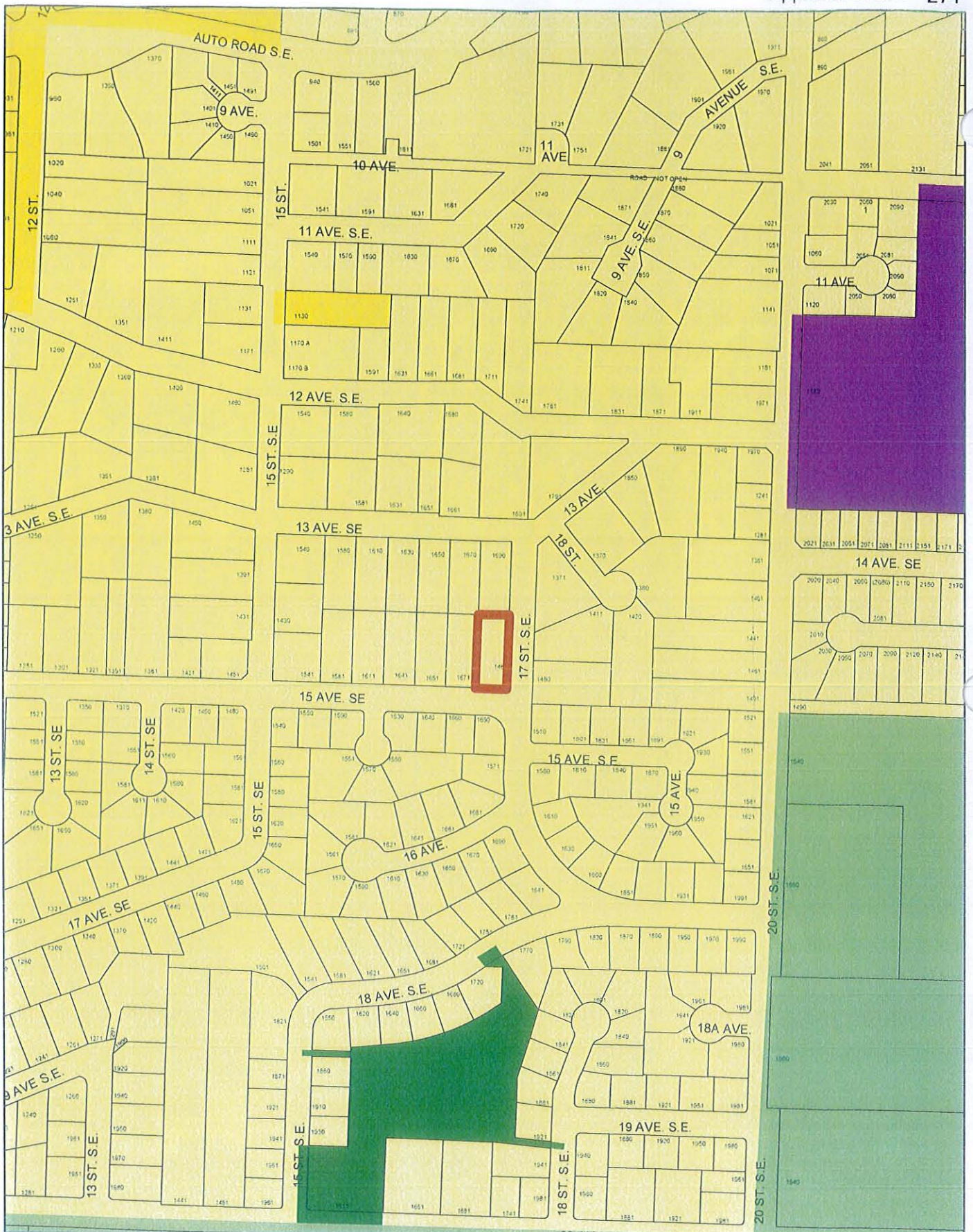
Subject Parcel



0 5 10 20 30 40 Meters



Subject Parcel



0 1530 60 90 120
Meters



Subject Parcel

Acreage Reserve

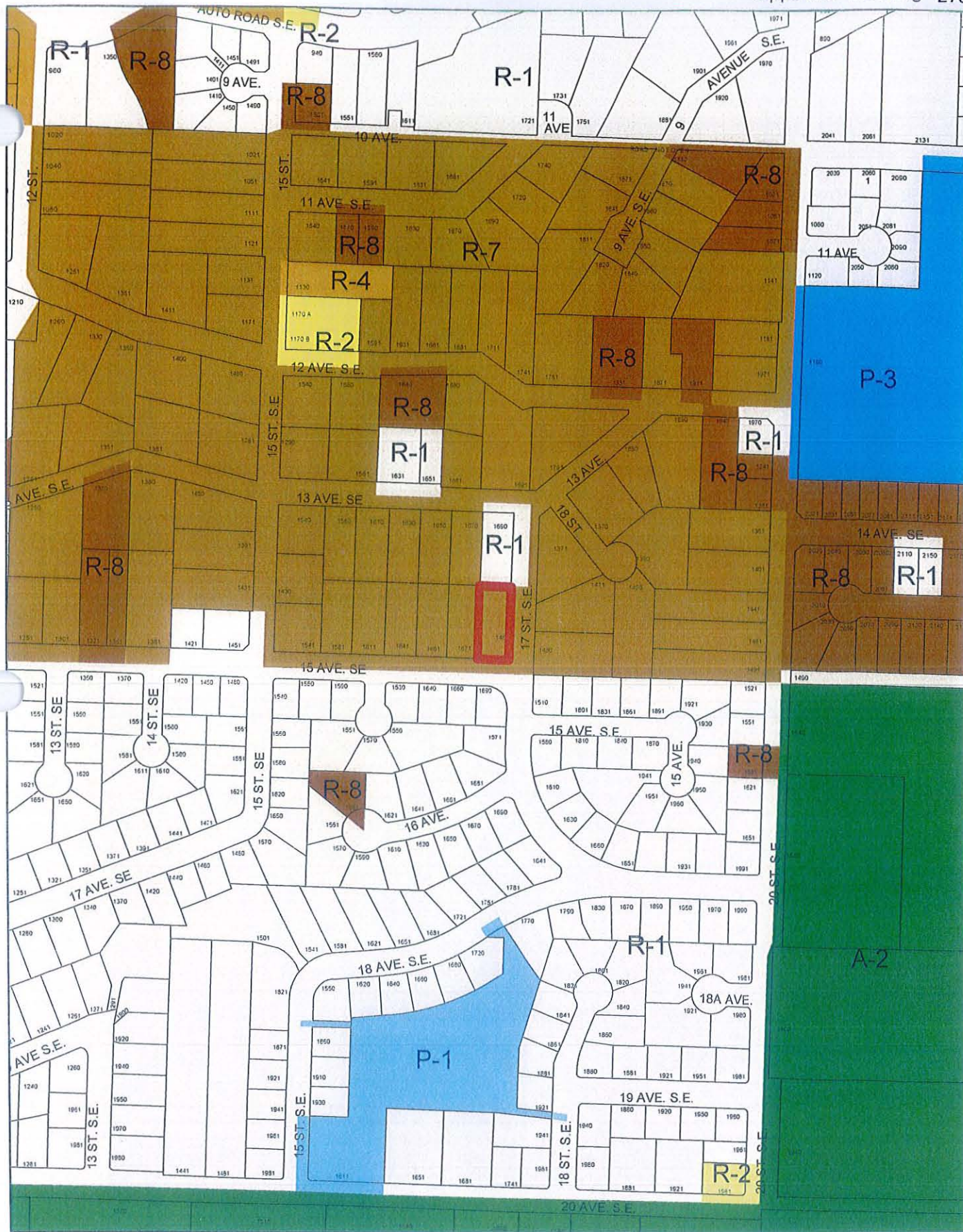
Park



Low Density Residential

Medium Density Residential

Institutional



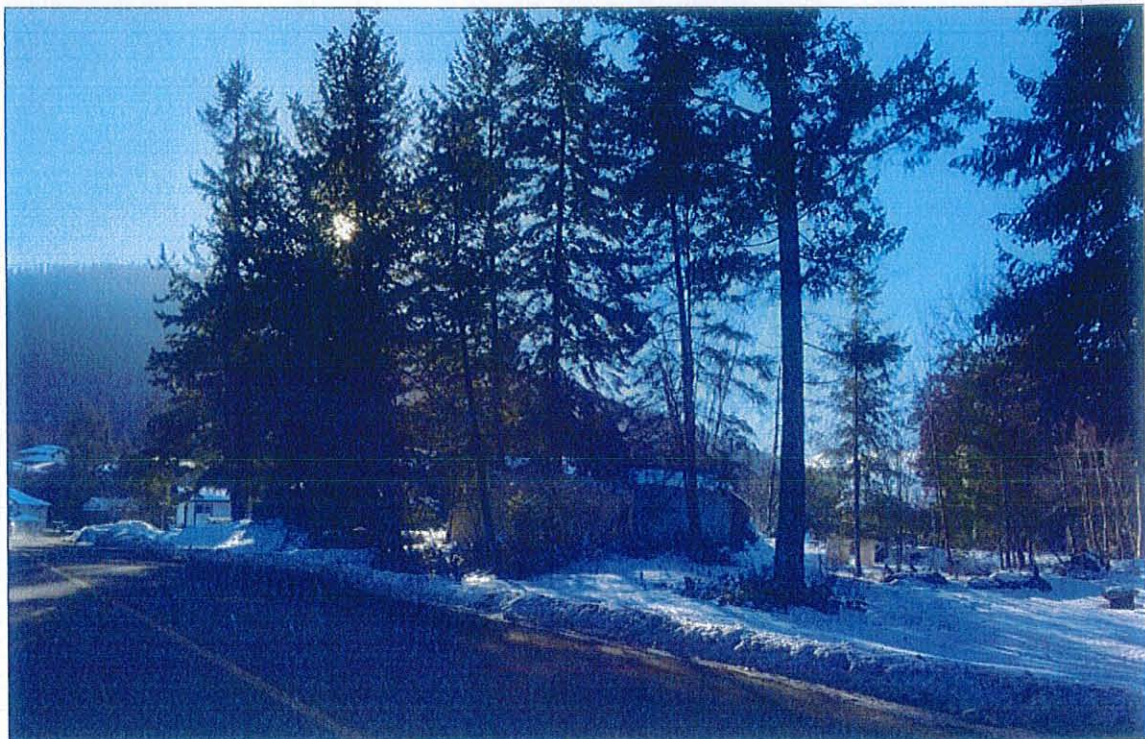
0 45 90 180 270 360 Meters



Subject Parcel



View north-west of subject property from 17 Street SE.



View south-west of subject property from 17 Street SE.

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Item 22.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4306 be read a third time.

[ZON-1136; Lawson Engineering & Development Services Ltd./Lawson, B./Hillcrest Mews Inc.; 2520 10 Avenue SE; R-1 to CD-19]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4306

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and issues of the Salmon Arm Observer;

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

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

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

Rezone Parcel A (DD20184F) of the North ½ of the Northeast ¼ of Section 12, Township 20, Range 10, W6M, KDYD, Except Plans 5250, 8442 and 12764 from R-1 Single Family Residential Zone to CD-19 Comprehensive Development Zone attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

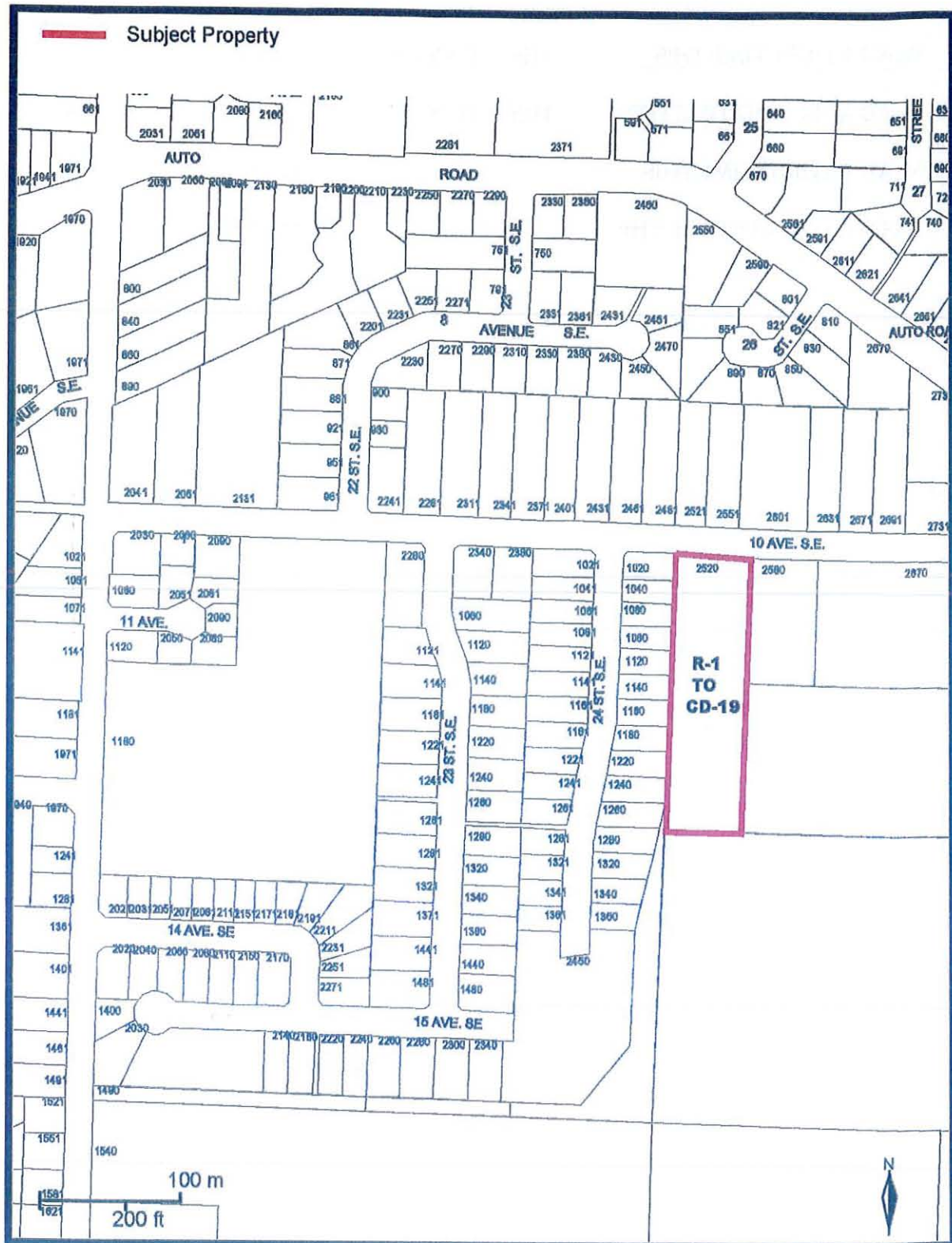
This bylaw shall come into full force and effect upon adoption of same.

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4306"

ADOPTED BY COUNCIL THIS DAY OF 2019

CORPORATE OFFICER

SCHEDULE "A"



Item 22.2

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4307 be read a third time.

[ZON-1138; Simpson, M.; 2150 21 Street NE; R-1 to R-8]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4307

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 18, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R-1 Single Family Residential Zone to R-8 Residential Suite 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.

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4307"**

ADOPTED BY COUNCIL THIS DAY OF 2019

CORPORATE OFFICER

SCHEDULE "A"



Item 22.3

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4308 be read a third and final time.

[ZON-1139; Green, S.; 1461 17 Street SE; R-7 to R-8 & R-1]

Vote Record

- ☐ Carried Unanimously
 - ☐ Carried
 - ☐ Defeated
 - ☐ Defeated Unanimously
- Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4308

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on at the hour of 7:00 p.m. was published in the and issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 12, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19260 from R-7 Large Lot Single Family Residential Zone to R-8 Residential Suite Zone & R-1 Single 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.

City of Salmon Arm
Zoning Amendment Bylaw No. 4308

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4308"**

READ A FIRST TIME THIS 11th DAY OF February 2019

READ A SECOND TIME THIS 11th DAY OF February 2019

READ A THIRD TIME THIS DAY OF 2019

ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

Subject Property

1051 1051 1001 1781 1850 1241 1281 2021 20

1030 1050 1070 1090 1041 1051 1071 1481

R-7 to R-8
R-7 to R-1

17 ST. S.E.

15 AVE. S.E.

1371 1370 1380 1411 1420 1441 1481 1491 1400 1510 1901 1831 1861 1961 1021 1821 1551 1571 1640 1890 1690 1651 1681 1941 1890 1670 1841 1781 1751 1721 1051 1681 1690 1770 1780 1830 1870 1890 1950 1870 1990

13 AVE. 18 ST. 15 AVE. S.E. 16 AVE. 15 AVE. 16 AVE. 20 ST. S.E.

50 m 200 ft

N

Item 23.1

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit Application No. VP-495 be authorized for issuance for Lot 1, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPP5053, Except Plan EPS2062, Phases 1 - 11; and Strata Lots 14, 24 & 25, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPS2062, which will vary Mobile Home Park No. 1435 as follows:

1. Section 4.06 Site Coverage - increase the maximum site coverage from 35% to 45%.

[Muto Holdings Ltd.; 1, 10, 15, 17, 18, 23 and 30 - 481 Highway 97B NE; Site Coverage Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

FROM: Director of Development Services

DATE: February 13, 2019

SUBJECT: Development Variance Permit Application No. VP-495
 Legal: Lot 1, Sec. 18, Twp. 20, R. 9, W6M, KDYD, Plan EPP5053, Except Plan EPS2062, Phases 1 – 11; and, Strata Lots 14, 24 & 25, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPS2062
 Civic Address: #1, #10, #15, #17, #18, #23, #30 – 481 Highway 97B NE
 Owner / Applicant: Muto Holdings Ltd.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-495 be authorized for issuance for Lot 1, Sec. 18, Twp. 20, R. 9, W6M, KDYD, Plan EPP5053, Except Plan EPS2062, Phases 1 – 11; and, Strata Lots 14, 24 & 25, Section 18, Township 20, Range 9, W6M, KDYD, Plan EPS2062, which will vary Mobile Home Park Bylaw No. 1435 as follows:

1. Section 4.06 Site Coverage – increase the maximum site coverage from 35% to 45%.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject properties are located in the Carriage Lane bare-land strata development (Appendix 1). The applicant is requesting to increase the maximum parcel coverage from 35% to 45% to accommodate the construction of future modular homes with attached garages on the subject properties.

BACKGROUND

Carriage Lane is a phased bare-land strata development consisting of 30 bare-land strata lots. The first phase of strata lots were created in 2014. The property is designated Low Density Residential in the City's Official Community Plan (OCP) and in the Agriculture Land Reserve (ALR). Apart from the property to the North designated as Park (R.J. Haney Heritage Park & Museum), the development is surrounded by properties designated Acreage Reserve and in the ALR. The property is zoned R-6 (Mobile Home Park) in the City's Zoning Bylaw and the following are adjacent land uses:

North: R.J. Haney Heritage Park & Museum (P-1)
 South: Rural residential (A-2) and campground to the southeast (C-5)
 East: Common area / mobile home park residential and campground (C-5)
 West: Mobile home park residential (R-6) and rural residential (A-2)

STAFF COMMENTSFire Department

No response to date.

Building Department

No concerns.

Engineering Department

No response to date.

Planning Department

Since 2016 there have been three approved variances for strata lots 9, 19 and 21 to increase the maximum parcel coverage (Appendix 2). This application includes all the remaining vacant parcels which will eliminate future parcel coverage variances (Appendix 3). There have been several parcel coverage variances for Carriage Lane due to the fact that our Mobile Home Park Bylaw was adopted in 1982 and the form of mobile home parks today look a lot different to what they used to.

The R-6 Zone does not specify regulations for maximum parcel coverage or minimum setbacks. These two items are addressed in the Mobile Home Park Bylaw which dates back to when mobile home parks typically only contained single wide mobile homes. Carriage Lane is a new mobile home park and consists of double wide modular homes which closely resemble single family dwellings, most with attached garages (Appendix 4). Crystal Springs is comprised of similar looking modular homes, and at the time it was developed in 2002, parcel coverage variances were approved.


The R-1 Single Family Residential Zone allows for 45% parcel coverage with a minimum lot size of 450 m². The strata lots included in this application range in size from 458 m² to 849 m² so all the strata lots are more than the minimum parcel size of an R-1 zoned parcel. Thus, increasing the maximum parcel coverage from 35% to 45% is within the comparable provisions of the R-1 Zone.

CONCLUSION

The requested variance to increase the parcel coverage from 35% to 45% for these strata lots is not anticipated to have any significant impacts on the surrounding properties and is consistent with previous approvals.



Denise Ackerman
Development Services Assistant


Kevin Pearson, MCIP, RPP
Director of Development Services



- EPS2062



----- Original message -----

From: Rosemarie Muto

Date: 2019-01-07 12:13 PM (GMT-08:00)

To: Kevin Pearson

Subject: RE: Carraige Lane

Hello Kevin,

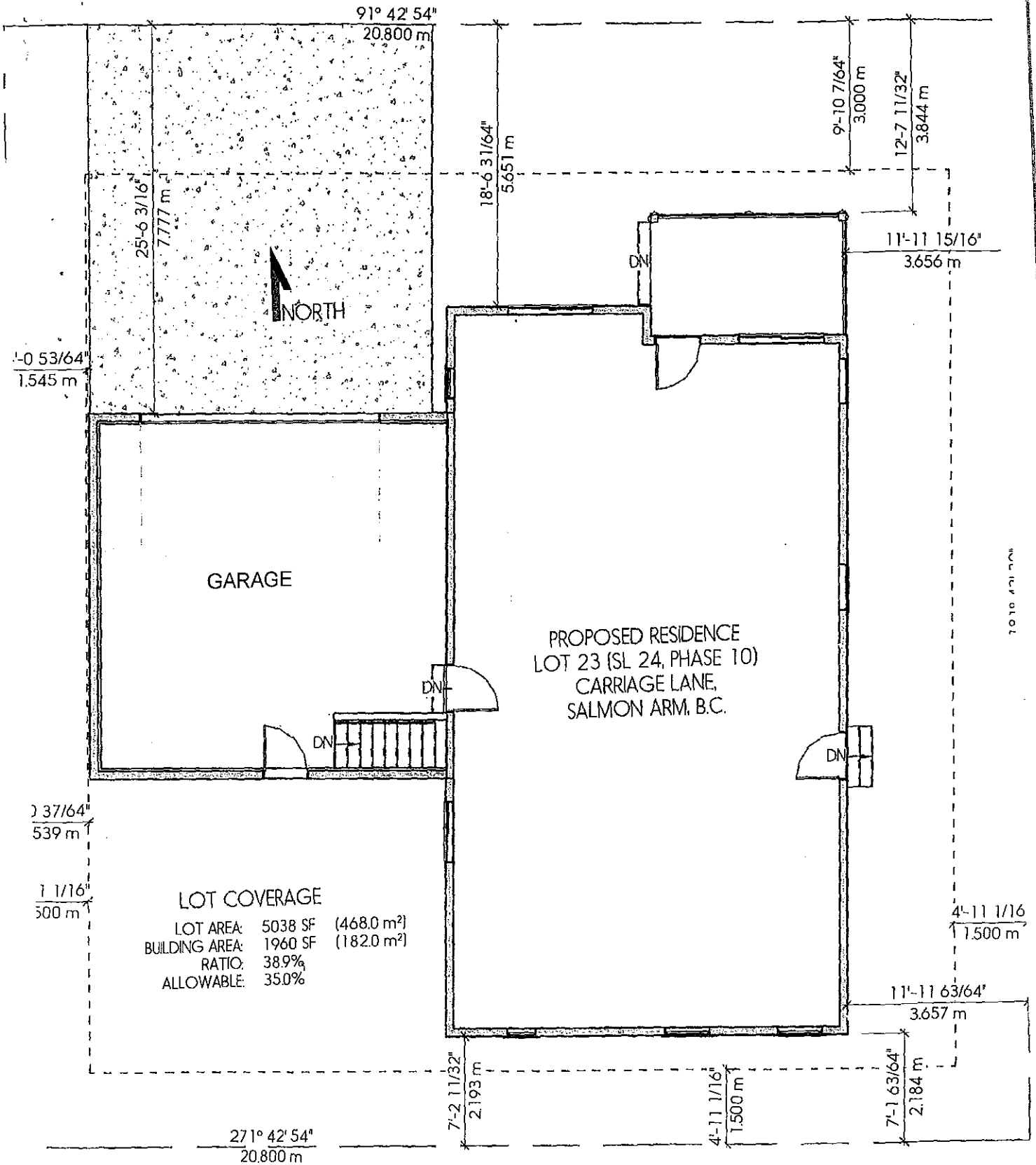
It seems we only will have lot 15,17 and 18 left after this and they are very big lots. However, it seems to be a wise approach and if it just requires an amendment to the application you are currently working with we would prefer just to have a blanket variance for the rest to the 45% coverage. Please just let me know what is required of us and I can attend to it this week.

Thankyou Kevin,

Rosemarie Muto, B.A., LL.B

APPENDIX 4

COMMON ACCESS



1 SITE PLAN
1:100

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Item 23.2

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit Application No. VP-488 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP67710, Except Plan KAP78170 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to construct a sidewalk along the south half of 16 Street SE for the entire frontage of the subject property;
2. Waive the requirement to provide a fire hydrant on Auto Road SE; and
3. Waive the requirement to upgrade the north half of Auto Road SE to the Urban Interim Arterial Standard along the entire frontage of the subject property

AND THAT: Issuance of Development Variance Permit No. VP-488 be withheld subject to the registration of a Section 219 Land Title Act Covenant restricting any further subdivision or development on proposed Lot 1 until the lot is fully serviced to City standards.

[Kawalle, A. & Y.; 1631 Auto Road SE; Servicing Variance]

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond



TO: His Worship Mayor Harrison and Members of Council

DATE: February 7, 2019

SUBJECT: Variance Permit Application No. VP-488 (Servicing)
 Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP67710, Except Plan KAP78170
 Civic Address: 1631 – Auto Road SE
 Owner/Applicant: A & Y Kawalle

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-488 be authorized for issuance for Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP67710, Except Plan KAP78170 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Waive the requirement to construct a sidewalk along the south half of 16 Street SE for the entire frontage of the subject property;
2. Waive the requirement to provide a fire hydrant on Auto Road SE; and
3. Waive the requirement to upgrade the north half of Auto Road SE to the Urban Interim Arterial Standard along the entire frontage of the subject property.

Subject to: Issuance of Development Variance Permit No. VP-488 be withheld subject to the registration of a Section 219 Land Title Act Covenant restricting any further subdivision or development on proposed Lot 1 until the lot is fully serviced to City standards.

STAFF RECOMMENDATION

THAT The motion for consideration be adopted.

PROPOSAL

The subject property is located at 1631 - Auto Road SE (Appendix 1 and 2) and is under subdivision application (SUB-18.25) to create one new lot and a remainder. The applicant is requesting that Council vary the provisions of the Subdivision and Development Servicing (SDS) Bylaw No. 4163 by waiving the requirements outlined in the Motion for Consideration. The proposed sketch plan of the subdivision (Appendix 3) and a letter of rational have been provided (Appendix 4).

BACKGROUND

The property is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw. The property is approximately 0.47 ha in size and has dual frontage on both Auto Road SE and 16 Street SE. There is an existing single family dwelling on the property, with the house to be retained on the Remainder Lot.

In June of 2000 a Memorandum of Agreement was signed between the City and the existing property owners for a Road Exchange, Easement, and Related Construction to accommodate re-alignment of Auto Road; a large capital project that spanned many years. In 2005, a two-lot subdivision involving the subject property was completed on the corner of 16 Street SE and Auto Road SE.

No sidewalk along the 16 Street SE frontage was required as part of that subdivision. The requirements to construct sidewalks were less clear under previous Subdivision and Development Servicing Bylaws and there was more discretion used by staff in making those decisions on the sidewalk requirements. The City ended up constructing a sidewalk along the north side of Auto Road along the new frontage of the subject property as part of the re-alignment project.

Although the City undertook the construction of Auto Road's re-alignment more than a decade ago, those upgrades were not completed to the full Urban Arterial Standard. The Engineering Department's Memorandum attached as APPENDIX 5 highlights some of the existing deficiencies along that frontage.

CONCLUDING COMMENTS

The applicant is requesting three variances to the Subdivision and Development Servicing Bylaw No. 4163 to accommodate a subdivision to create one new parcel. The property is dual fronting on Auto Road SE and 6 Street SE. The parcel area of 0.47 ha does not qualify the subject property for the Infill Exemption of the Subdivision and Development Servicing Bylaw.

16 Street SE – Sidewalk

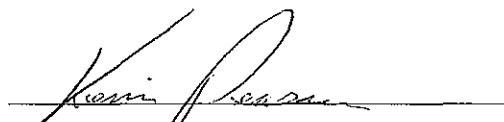
16 Street SE is currently constructed to an Interim Urban Paved Standard and is a dead end, cul-de-sac road approximately 215 m long. No sidewalks exist on either side of the road; however there is a pedestrian route along the north side linking it by a staircase to 17 Street SE. In general, this section of 16 Street NE is a low volume vehicle and pedestrian traffic road.

Auto Road SE – Frontage Improvements and Fire Hydrant

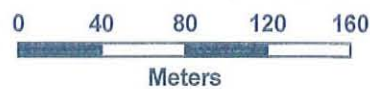
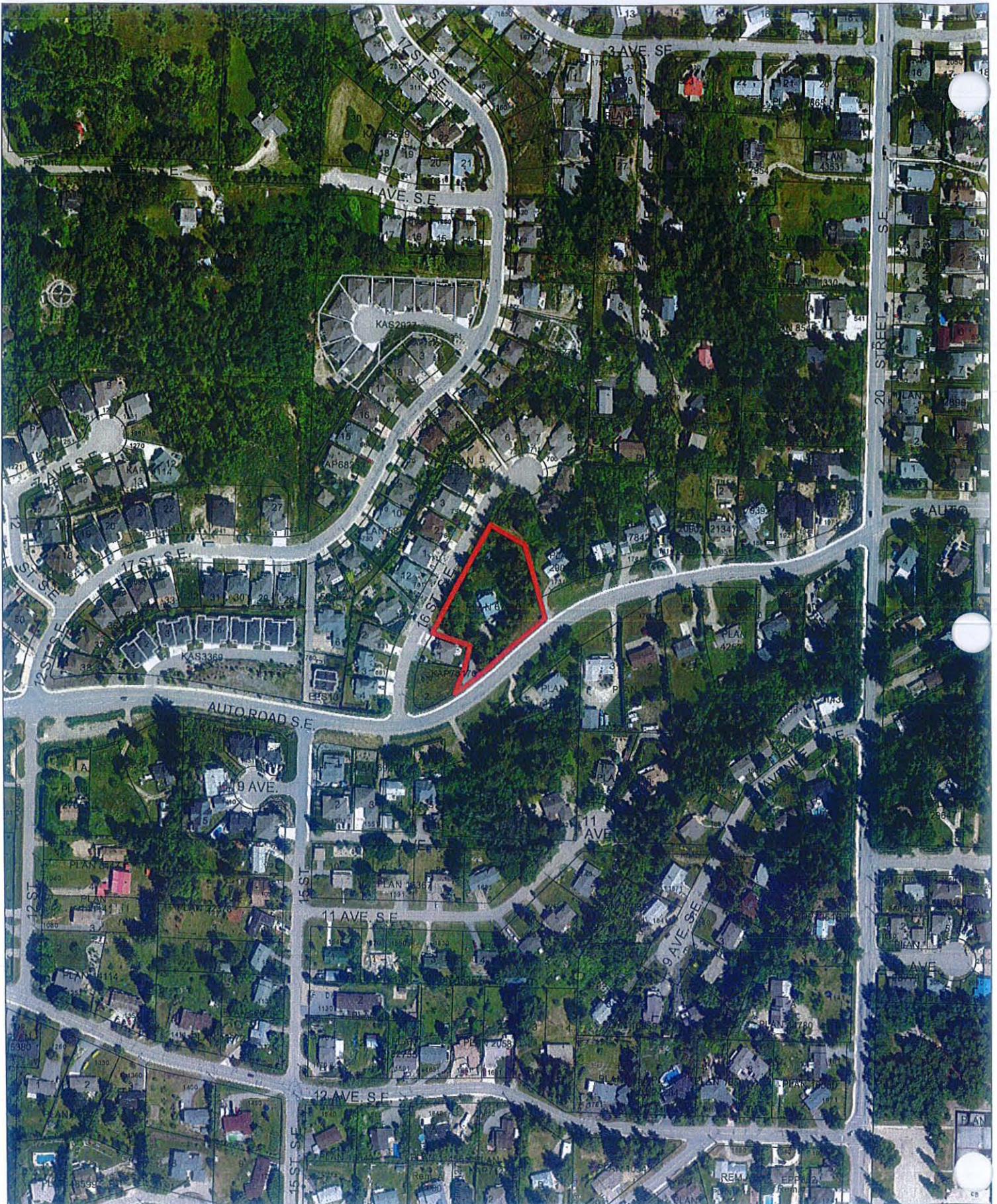
Auto Road SE is currently constructed to an Interim Paved Standard and requires upgrading to the Urban Interim Arterial Standard. Staff notes that while the upgrading of Auto Road SE (including fire hydrant) is necessary in the future, it is premature at this time and not needed at this location.

Generally with this type of application staff would request cost estimates provided by a third party engineer to aid in determination. Due to the factors specific to this particular application, staff did not require cost estimates to be submitted to bring forward the application.

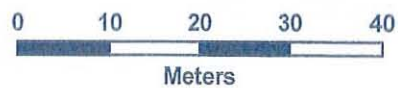
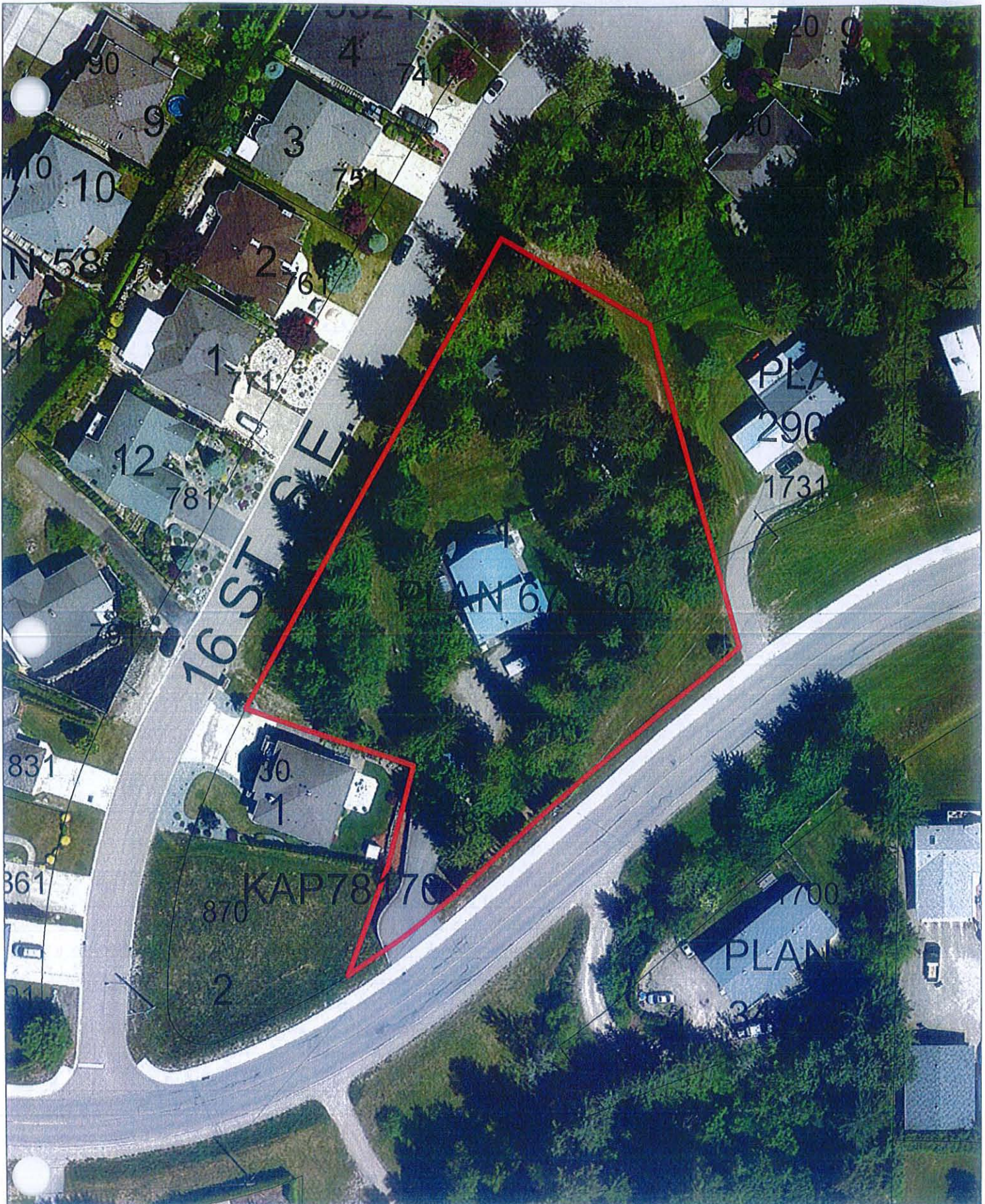
The owners agree to register a Section 219 Land Title Act covenant, which would prohibit further subdivision and development until the Remainder is fully serviced to the "Urban Standard". Staff considers this to be reasonable and consistent with other variance approvals by Council.



Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel



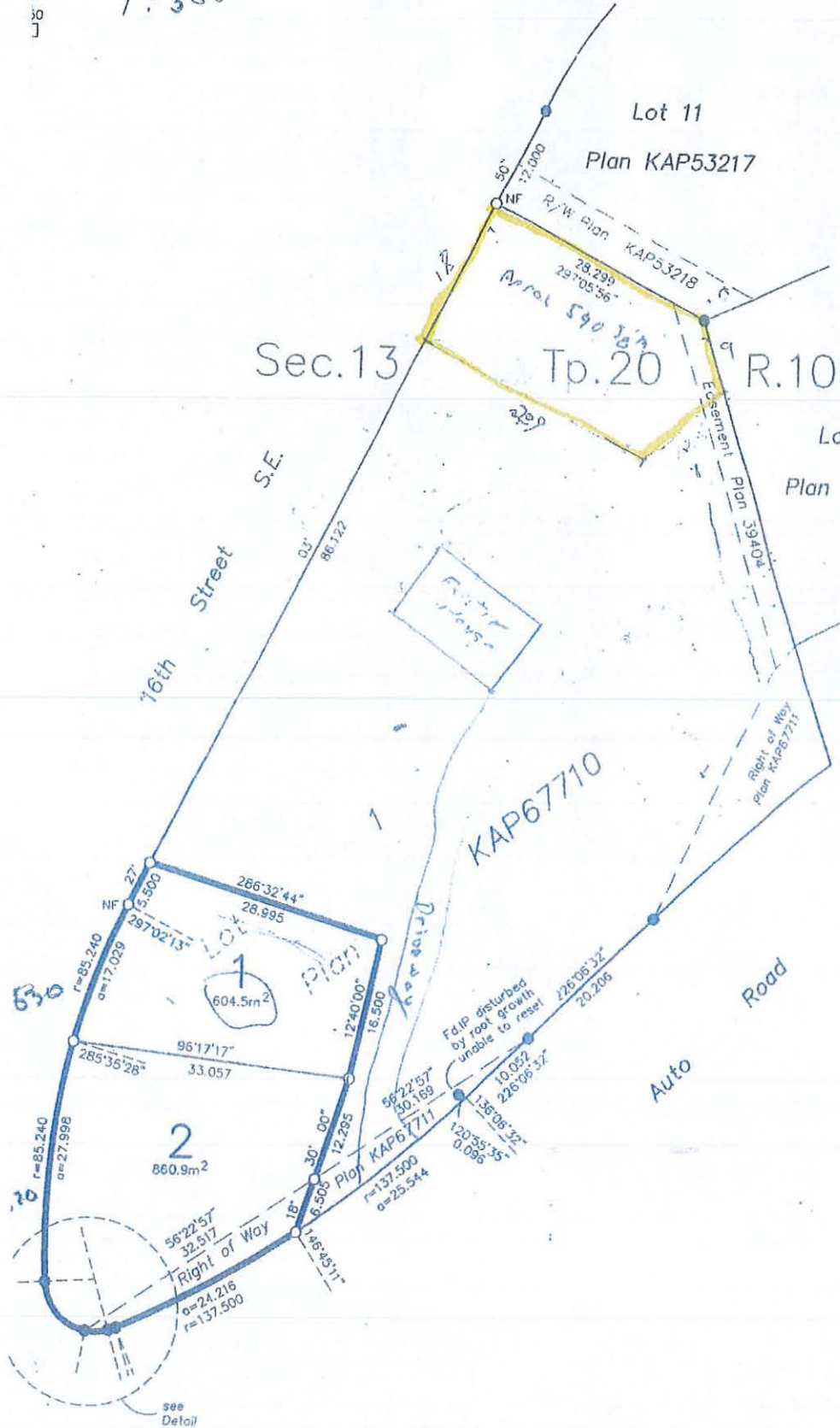
 Subject Parcel

KAP67710,
W6M, K:D.Y.D.

064

1:500

30
J



Variance

I am writing this letter to apply for a variance to your bylaw 4163. I am trying to divide a lot on 16th st se in the ne corner of my property. This lot will be serviced entirely from 16th st se.

Item 1: I am asking for a variance to the requirement that a sidewalk along the entire length of 16th st approx 87 meters, This was not required in 2005 when I subdivided two lots on the west end of 16th st. At that time I installed a sanitary line on 16th and leveled the boulevard to required grade seeded and I have maintained it since. this sidewalk would have no connection anywhere. This would also be too costly for 1 lot. The neighbors on 16th also insist that the snow is plowed to that side of the road

Item 2 In 2000 I was asked to do a property exchange to realign Auto rd which borders the south side of my property after that the road was realigned with curb and gutter and the waterline was relocated. at this time the hydrant that was located on auto rd at the se corner of my lot was removed and not replaced. Should it not have been replaced then? The lot I am trying to subdivide is serviced by the hydrant across 16th st approx 30 meters away, it is also directly across from my residence

Item 3 upgrade of Auto rd se to rd-4 This was also not required in 2005. I will not be near Auto rd with this lot. What is asked for would make my project unfeasable.

I would have no objections to a covenant to curtail further division till the servicing is addressed

Thank-you for your consideration Al Kawalle



CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 18 January 2019
 PREPARED BY: Xavier Semmelink, Engineering Assistant
 OWNER: A. & Y. Kawalle, 1631 Auto Road SE, Salmon Arm, BC V1E 1P7
 AGENT: Owner
 SUBJECT: DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-488
 LEGAL: Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP67710,
 Except Plan KAP78170
 CIVIC: 1631 Auto Road SE
 ASSOCIATED: 18.25
 PREVIOUS: 05.02

Further to the request for variance dated 27 November 2018; the Engineering Department has reviewed the site and offers the following comments and recommendations relative to the requested variances:

1. Waive the requirement to build a sidewalk along 16 Street SE

16 Street SE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading includes construction of sidewalk.

The subject property was previously subdivided in 2005 and at that time no sidewalk along 16 Street SE was installed. 16 Street SE has a low volume of vehicle and pedestrian traffic and future connection possibilities are limited.

Recommendation:

The Engineering Department recommends that the requested variance be granted.

2. Waive the requirement to upgrade the north half of Auto Road SE, including installation of a fire hydrant

Auto Road SE is currently constructed to an Interim Urban Paved Standard. Upgrading to the Urban Interim Arterial standard is required, in accordance with Specification Drawing No. RD-4. Upgrading may include, but is not limited to, road widening and construction, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications.

The Engineering Department notes that the improvements along Auto Road SE are necessary; however would be premature at this time due to the isolated frontage. With consideration to the fact that the proposed lot fronts and is serviced off of 16 Street SE, that the remainder lot is

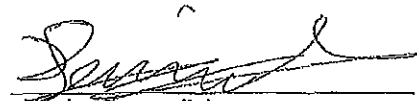
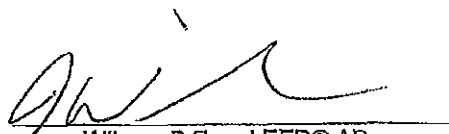
DEVELOPMENT VARIANCE PERMIT APPLICATION NO. VP-488

Page 2

subdividable in the future, and the above, the Engineering Department would be in support of postponing improvements on Auto Road SE.

Recommendation:

The Engineering Department recommends that the requested variance be granted, subject to a covenant on the remainder lot restricting further subdivision or development until such time as the required improvements are completed along Auto Road SE.


Xavier Semmelink
Engineering Assistant
Jenn Wilson, P.Eng. LEED® AP
City Engineer

781-16 St. SE
Salmon Arm, BC

Your worship, Mayor Harrison, Members of city Council:

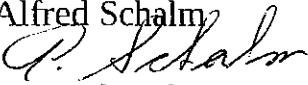
We, the undersigned, fully support Mr. A. Kawalle in his request for a variance pertaining to the property address of 1631 Auto Road. Unfortunately, we will be away on the day of the hearing. Please include this letter as part of your deliberations.

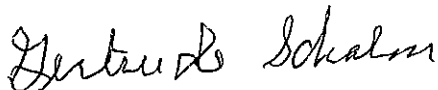
We live across the street from the subject property, and have done so since December 2000. Here is our take on the situation.

1. An additional fire hydrant on Auto Road does nothing for the lot being proposed. There is currently a hydrant right across the street of said lot.
2. The lot development has no impact on Auto Road, except to add one more residence on 16 St. that accesses Auto Road. It appears to us that, currently, Auto Road meets all the requirements proposed.
3. A sidewalk on a short stretch of 16th Street makes no sense whatever. We see people walk their dogs, get their mail, walk to Auto Road for whatever reason. At no time has there been a situation where a sidewalk would make things safer or more convenient. We suspect the city planner is well aware of the siting of the proposed lot, and would agree with our conclusion.

Thank you for the opportunity to address this matter.

Sincerely,

Alfred Schalm

Gertrude Schalm



Item 25.

CITY OF SALMON ARM

Date: February 25, 2019

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of February 25, 2019, be adjourned.

Vote Record

- ☐ Carried Unanimously
- ☐ Carried
- ☐ Defeated
- ☐ Defeated Unanimously

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

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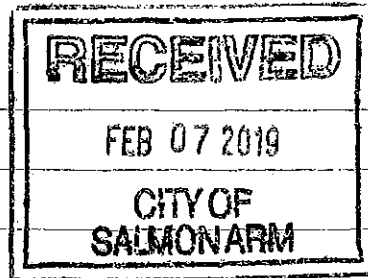
INFORMATIONAL CORRESPONDENCE - FEBRUARY 25, 2019

1.	L. Hansen – letter dated February 2, 2019 – Demonstrators	A
2.	K. Anamchara – card and noted – Request for animal to represent Salmon Arm	A
3.	A. Morgan – email dated February 17, 2019 – Property Bylaws	A
4.	S. Mitchell – email dated February 18, 2019 – Interior Health Lab Wait Times	A
5.	D. St. John, Pastor and K. Taylor, Office Administration, Living Waters Community Church – letter dated February 19, 2019 – Request for Use of Marine Peace Park, Sunday, April 21, 2019	R
6.	Interior Health Authority – newsletter dated February 2019 – Healthy Communities Monthly Newsletter	N
7.	E. McDonald, President, Shuswap Naturalist Club, J. Aitken, President & S. Weaver, Director, Salmon Arm Bay Nature Enhancement Society – letter dated February 8, 2019 – Request for restriction of recreational drones on the Salmon Arm Foreshore	A
8.	A. May, Sage Orienteering Club – email dated February 19, 2019 – 2019 Sage Orienteering Club Events in Salmon Arm	A
9.	The Shuswap Family Centre – invitation received February 20, 2019 – 3 rd Annual Free Volunteer Dinner, Thursday, April 11, 2019	A
10.	R. Marshall, Chairperson and P. McIntyre-Paul, Executive Director, Shuswap Trail Alliance – letter dated February 7, 2019 – Thank You, Shuswap Trails Party and Auction on February 1	N
11.	A. Slater, Executive Director, SILGA – email dated February 12, 2019 – 2019 SILGA Community Excellence Awards – deadline extended to March 1 st	N
12.	S. Niven, Associate, Fund Development, Cystic Fibrosis Canada, British Columbia and Yukon Region – email dated February 11, 2019 – May is Cystic Fibrosis Awareness Month	A
13.	S. Phillips, Marketing Manager, BC Transit – email dated February 8, 2019 – Transit Driver Appreciation Day	N
14.	S. Kozuko, Executive Director, Forest Enhancement Society of British Columbia – letter dated February 6, 2019 – Forest Enhancement Society of B.C. Jan 2019 Accomplishments Report	N
15.	M. M. Levine, Director, Technical Services Centre, Government Finance Officers Association – letter dated January 31, 2019 – Canadian Award for Financial Reporting (CANFR), Year Ending December 31, 2017	N
16.	Auditor General for Local Government of British Columbia – Annual Service Plan 2019/20 – 2021/22	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

CITY HALL
SALMON ARM



FEB 21/9

Re: DEMONSTRATORS

ON SATURDAY APPROX. 12:00 PM THERE
WERE "YELLOW JACKET" DEMONSTRATORS AND
ALONG THE TCH BETWEEN ALEXANDER AND
ROSS STREETS.

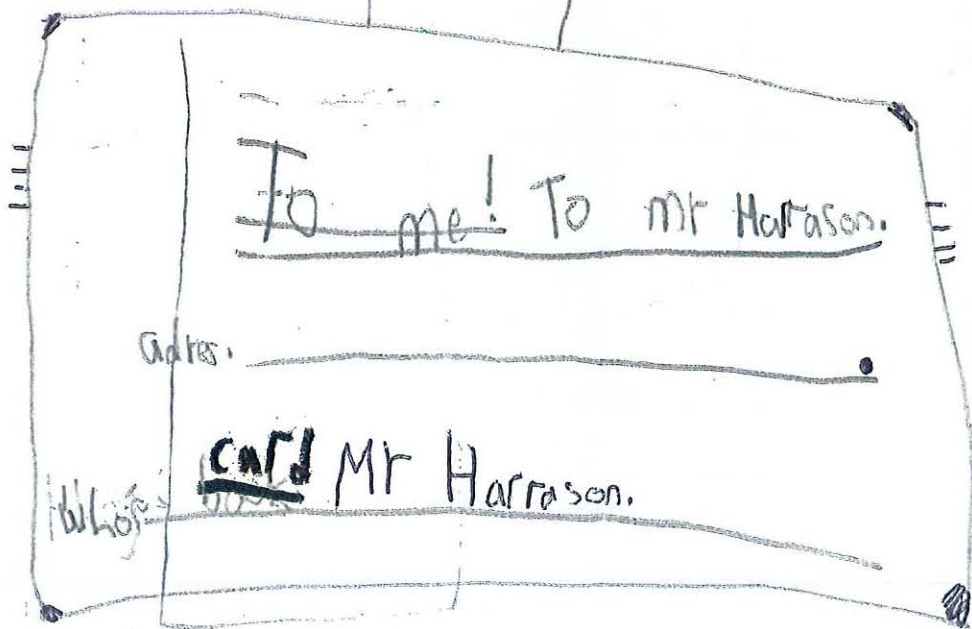
DEMONSTRATIONS ARE FINE - BUT
DISRUPTING TRAFFIC IS NOT FINE -
AT THE BMO BANK AROUND NOON I
WITNESSED A RED CAR REAR-END A
WHITE CAR - BOTH TRAVELLING WEST -

I TRULY BELIEVE THIS ACCIDENT
WAS THE RESULT OF DRIVER
DISTRACTION DUE TO THE
DEMONSTRATORS -

THERE WAS NO POLICE PRESENCE

THE DEMONSTRATORS - IN MY OPINION -
SHOULD NOT BE ON THE HIGHWAY
WITH SIGNS DISTRACTING DRIVERS

Yours Truly,
L Hansen





↓
leter

Hi mt Harason how are
you _____ i was

wonder what the animal is

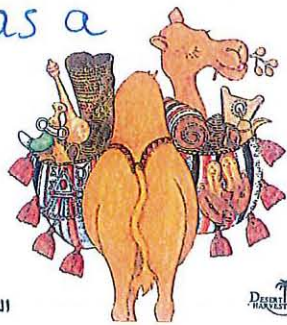
For Salmon arm here is a

advis a Salmon maybe or
if you have win already please



Note: Hi Alan!

Kieran has written this note
about an animal that
represents Salmon Arm as he
noticed that Revelstoke has a
bear and Chase has a
salmon. Hope his
"ideas" are clear!



😊 Shannon

Kingdom of Saudi Arabia المملكة العربية السعودية

From: Sherry Mitchell
Sent: February 18, 2019 4:21 PM
To: Alan Harrison
Subject: Interior Health Lab wait times

The other morning I was up at the lab at 7:00 am and 12 people were waiting outside in -16 weather to get in for lab services. You have to wait outside, you can't wait in your vehicle or you are not considered in line. Now I know Interior Health would just say "why are you waiting in the cold"?. They don't really care. The point is the population has grown and they haven't hired more people to answer the growth of the city. It doesn't matter what time of day you go, there is always a long wait these days. One day I waited over an hour and they only had two girls working. I also talked to a friend who said the appointment arrangement at the coast doesn't work after awhile as it screws things up for people with timed tests and tests needing done within certain day frames. It worked for a while, but then didn't anymore. The girls in the lab say the answer is to talk to the mayor who can put pressure on Interior Health to do something, like hire more people or open a second lab? I voted for you Mr. Mayor, so I sincerely hope you can address this problem. Thank you for listening to this important concern. Mrs. Sherry Mitchell

Feb. 19th, 2019

To Mayor Harrison and Council:

We, Living Waters Community Church, would like to inquire about using Marine Peace Park on Easter Sunday (April 21st, 2019). We'd like to use the space from 9am up until either noon, or 2pm at the latest. Further planning is needed before we have an accurate idea of the time window necessary, depending on if we serve food or not.

I have been in contact with Erin Jackson and Donna Flatman, and they indicated this matter needs to come before council for approval.

We are in the early stages of planning this event, but at this time, we would like to hold an outdoor service followed by a free community Easter egg hunt for the children.

We would require use of the bandstand, and likely access to electricity. The church would likely be putting up a couple of 10 x 10 pop-up tents (no staking required). At this time, we have not decided on food, but if any were to be provided, it would be prepared and served by our church volunteers. We would be happy to speak with Interior Health regarding this, and we do have several members who have their food safe certification.

Thank you for your consideration in this matter.

Sincerely

Living Waters Community Church

Contacts: David St. John, Pastor

Karen Taylor, Office Admin.

250-832-3433

livingwaters@telus.net

Healthy Communities

Monthly Newsletter



Interior Health

Every person matters

February 2019

Community Recognition

Rossland & New Denver Say Yes to 100% Renewable Energy

Action on climate change is good for health! Last month councils for the [City of Rossland](#) and the [Village of New Denver](#) passed resolutions that aim to transition each community to 100% Renewable Energy by 2050. They are joining 3 other communities in the Kootenays (Regional District of Central Kootenay, City of Nelson, and Village of Slocan) and many more across the [country](#).



Shuswap Roundtable & IH Healthy Communities at Vision Zero Summit

Road Safety and Active Transportation are key focuses for both the Shuswap Roundtable and IH Healthy Communities. Earlier this month the collaborative efforts of the 4 local Shuswap First Nations communities, the 4 municipalities, and 2 regional districts were showcased in a presentation at the Vision Zero Summit in Surrey. **Please take a look at their attached presentation.**

Vernon Council Approves Downtown Vernon Association Request for Improved Cycling Infrastructure



Vernon City Council recently [approved a request from the Downtown Vernon Association](#) for an increased number of bike racks, an on-street parking pilot project, and an on-street bicycle themed mural. The 2019-2023 Financial Plan adopted by Council on Jan. 7, 2019 approved \$30,000 in the 2019 Capital Budget for improvements to bus stops and bicycle parking which will help pay for more bike racks to be installed throughout the downtown core. This community collaboration will lead to a more vibrant and healthy downtown for Vernon.

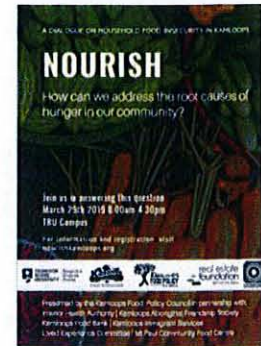
Events & Learning Opportunities

Nicola Valley Food Connection Event in Merritt, Friday March 8, 2019

The Food Connection Event will be an opportunity for food lovers, providers and creators to build relationships, learn about food security, and work towards creating a more sustainable local food system. This free family-friendly event is being hosted at the Nicola Valley Institute of Technology from 12:00pm – 6:00pm PST. For more information or to participate in this event, please contact nicolafoodaction@gmail.com. **See the attached poster.**

Nourish: A Dialogue on Household Food Insecurity in Kamloops, Friday March 29, 2019

This dialogue aims to bring the community together to ask the question, "How can we address the root causes of household food insecurity in our community?" Nourish provides an opportunity for participants to SHIFT the dialog and debate on the problem of household food insecurity, ALIGN local and regional actors in food security around what works and INSPIRE local and regional actors to engage in poverty reduction and advocacy. The event will highlight two main topic areas: 1) Understanding the links between decolonization and food security and 2) Poverty as one of the root causes of food insecurity. Join the dialogue at the Thompson Rivers University Campus from 8:00am – 4:30pm PST. For details and registration, please visit www.nourishkamloops.org



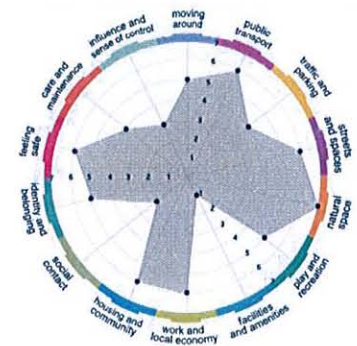
ABCD Happy Neighbourhoods, Healthy Cities Workshop in Edmonton



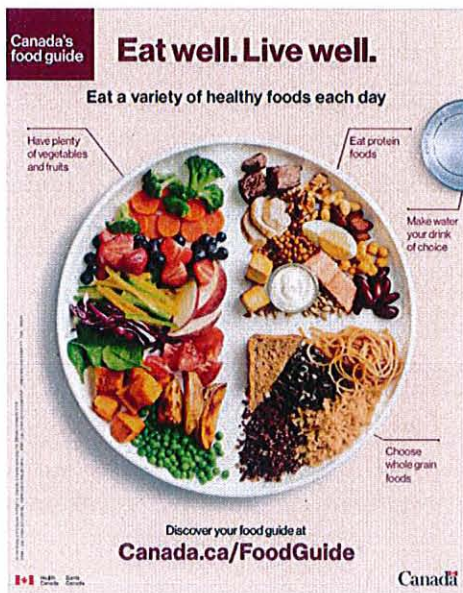
On **May 28-30, 2019**, this workshop hosted by the Tamarack Institute will gather together over 250 community and neighbourhood development practitioners to explore the use of Asset-Based Community Development (ABCD) and look at leading neighbourhood revitalization techniques. In attendance will be seven of the world's top authors and practitioners in the field who will offer the opportunity for learners to earn a Masters certificate in either Asset-Based Community Development or Neighbourhood Revitalization. For details and to register, visit [here](#).

Webinar: The Place Standard Tool – How Good is Our Place?

We know that every development creates a place but what is seldom asked is whether or not that development has a positive, neutral or negative impact on the social, physical and cultural well-being of that community. The presentation will briefly summarise the relationships between place development, empowerment, well-being and inequalities before introducing [the Place Standard Tool](#). This tool developed in Scotland provides a simple framework to structure conversations about place allowing organizations and businesses to work together and identify both the assets of a place and areas deemed priority for improvement. [Register for the webinar](#) to learn more on **February 21st from 9:00am – 10:00am PST**.



Healthy Public Policy Resources



Canada's New Food Guide

The [new Guide](#), the first update in more than a decade, recommends vegetables and fruits make up half of any meal and that Canadians choose protein foods that come from plants more often. The Guide boasts that healthy eating is more than the food that we eat, but places emphasis on cooking at home, with others and enjoying the food we eat.

The Food Guide and accompanying [Dietary Guidelines](#) can be a useful tool to inform food policy and programs in your community. Stay tuned for more information on specific nutrition recommendations for different life stages still to come!

Though the new Food Guide has received plenty of praise, check out these two opinion pieces from health reporter,

[Andre Picard](#) and Community Food Centre Canada CEO, [Nick Saul](#) related to the poverty and health equity implications of the Guide.

Municipalities Becoming Living Wage Employers



**living wage
employer**

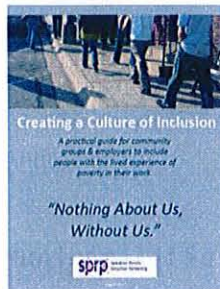
Local governments across Canada are becoming Living Wage Employers. Living Wage Employers recognize that paying a living wage is an investment in health and wellbeing and the long-term

prosperity of their economy. To learn more about local governments in BC who are Living Wage Employers, check out the [Living Wages for Families website](#) and this [presentation](#) by a City Councillor from New Westminster. Additionally, check out this [recent presentation](#) to City Council in Hamilton, ON which makes the case for the City to become a certified living wage employer.

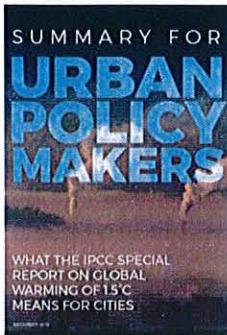
Federal/Provincial/Territorial Ministers Responsible for Seniors Forum

There are many resources for and about seniors on this [Government of Canada webpage](#), including the comprehensive **Social Isolation and Social Innovation Toolkit**. Take a look!

Nothing About Us Without Us: Creating a Culture of inclusion



Over the past decade, Saskatoon Population and Public Health (SPPH) has focused more attention on improving built environments to be health promoting. SPPH adopted a First Voice process in 2010 which encourages participation, information-sharing and guidance from people with lived experience of poverty in targeted community initiatives. Saskatoon PPH collaborated with a local poverty reduction partnership in developing the [Creating a Culture of Inclusion guide](#). This is a practical tool for community groups and employers to include people with lived experience of poverty in their work.



What the IPCC Special Report on Global Warming of 1.5 Degrees Means for Cities: Summary for Urban Policy Makers

Urban policymakers play a key role in adapting to and driving solutions to climate change, but they must act fast and cannot do it alone. There are sizable co-benefits from emission reductions, including higher productivity and job creation, better health and life expectancy for citizens, improved air quality, more walkable and livable cities, and lower vulnerability and greater resilience to extreme events, including fires, floods, and hurricanes. Check out [this summary](#) of the IPCC Special Report for policy makers.

Funding News

Edible Trees Grant

Support the food system in your community by planting fruit- and nut- bearing trees and shrubs. Up to \$3,500 is available for funding. Since 2012, Tree Canada and their sponsors have planted more than 10,000 edible trees with more than 150 communities! Find more information [here](#). Apply by **March 1, 2019**.

Investing in Canada Infrastructure Program - British Columbia

The [CleanBC](#) Communities Fund supports cost-sharing of infrastructure projects in communities across the province. These projects will focus on the management of renewable energy, access to clean-energy transportation, improved energy efficiency of buildings and the generation of clean energy. Find more information [here](#). Application deadline is **March 27, 2019**.

The logo for CleanBC, featuring the word "clean" in green and "BC" in blue.

ParticipACTION Community Better Challenge

Engage family, friends, neighbours and fellow community members to get active and your community could win \$150,000 to go toward physical activity initiatives and be crowned the title of Canada's Most Active Community! Organizations, schools, sport groups and workplaces are encouraged to spread the word about the challenge to their members and surrounding networks as well as track minutes on behalf of their organization. The community with the most tracked minutes based on the size of their community will win. Find more information [here](#). Apply by **March 1, 2019**.

The logo for ParticipACTION, featuring a stylized blue and red figure in motion above the word "PARTICIPACTION" in bold red letters.

Sincerely,

Your Healthy Communities Team

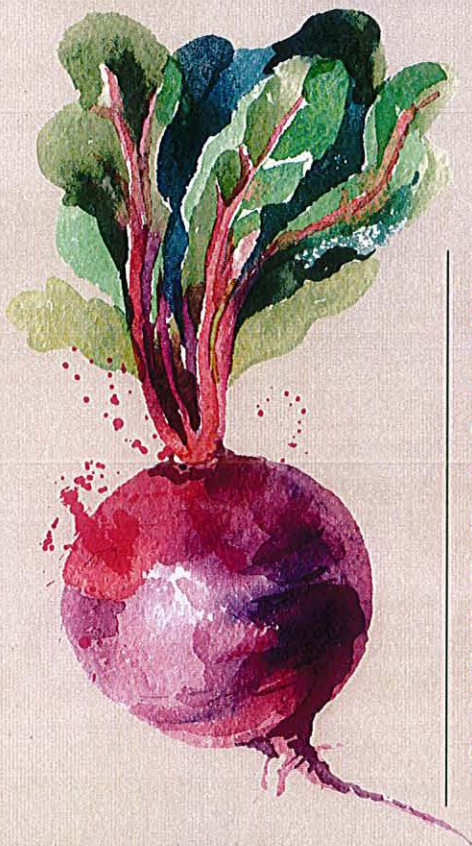
Contact us at: healthycommunities@interiorhealth.ca

To subscribe, send a blank email with [Subscribe to Monthly e-newsletters](#) in the subject line.

To unsubscribe, send a blank email with [Unsubscribe to Monthly e-newsletters](#) in the subject line.

COMMUNITY & FAMILY FUN

NICOLA VALLEY FOOD CONNECTION



An opportunity for food lovers, providers, and creators to build relationships, learn about food security, and create sustainable, local food systems, and form a **collaborative food action group**.



FRIDAY • 12-6PM

MARCH 8, 2019

NICOLA VALLEY INSTITUTE OF TECHNOLOGY

4155 BELSHAW STREET, MERRITT BC • FREE ADMISSION

For more information or to participate in this event, please contact nicolafoodaction@gmail.com





The Shuswap
TRAIL ALLIANCE

Rural Active Transportation Challenges Shuswap Case Study

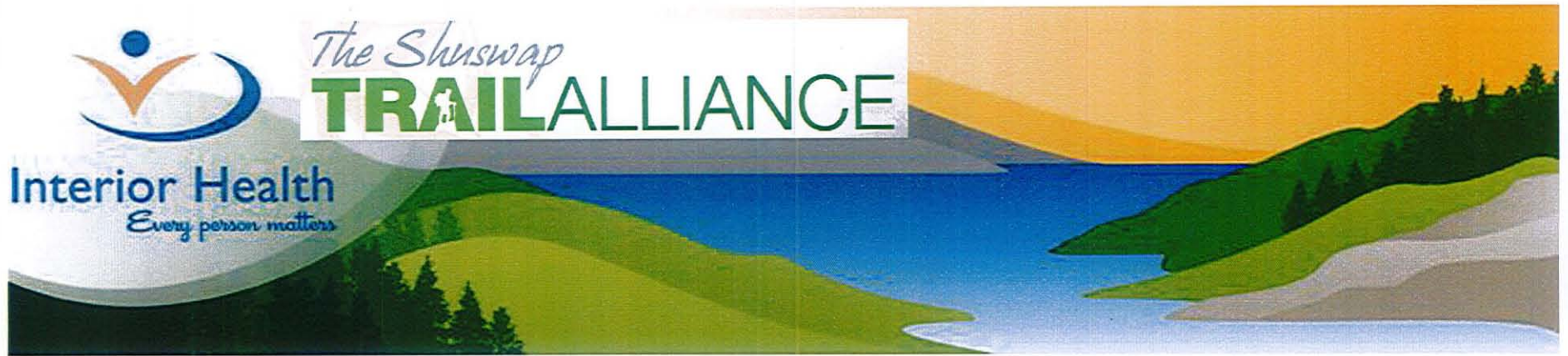
Phil McIntyre-Paul
Executive Director
Shuswap Trail Alliance
(250) 804 – 1964
phil@shuswaptrails.com

Anita Ely
Specialist Environmental Health Officer
Healthy Communities, Interior Health
(250) 833 - 4114
anita.ely@interiorhealth.ca

Vision Zero Summit
February 8th, 2019



The Shuswap
TRAIL ALLIANCE



We would like to acknowledge
the traditional territories of
the Semiahmoo, Katzie, Kwikwetlem, Kwantlen, Qayqayt and Tsawwassen
First Nations
where we gather today.

The Shuswap region,
the main subject of this presentation and where we live and work,
is within the ancestral, traditional and unceded territory of
the Secwepemc people.



Presentation Outline

- Why Involve Health Authority?
- Context in Interior of BC
- Success with Healthy Community Approach
- Challenges including Case Studies
- Suggestions for what is needed

Why Involve the Health Authority?

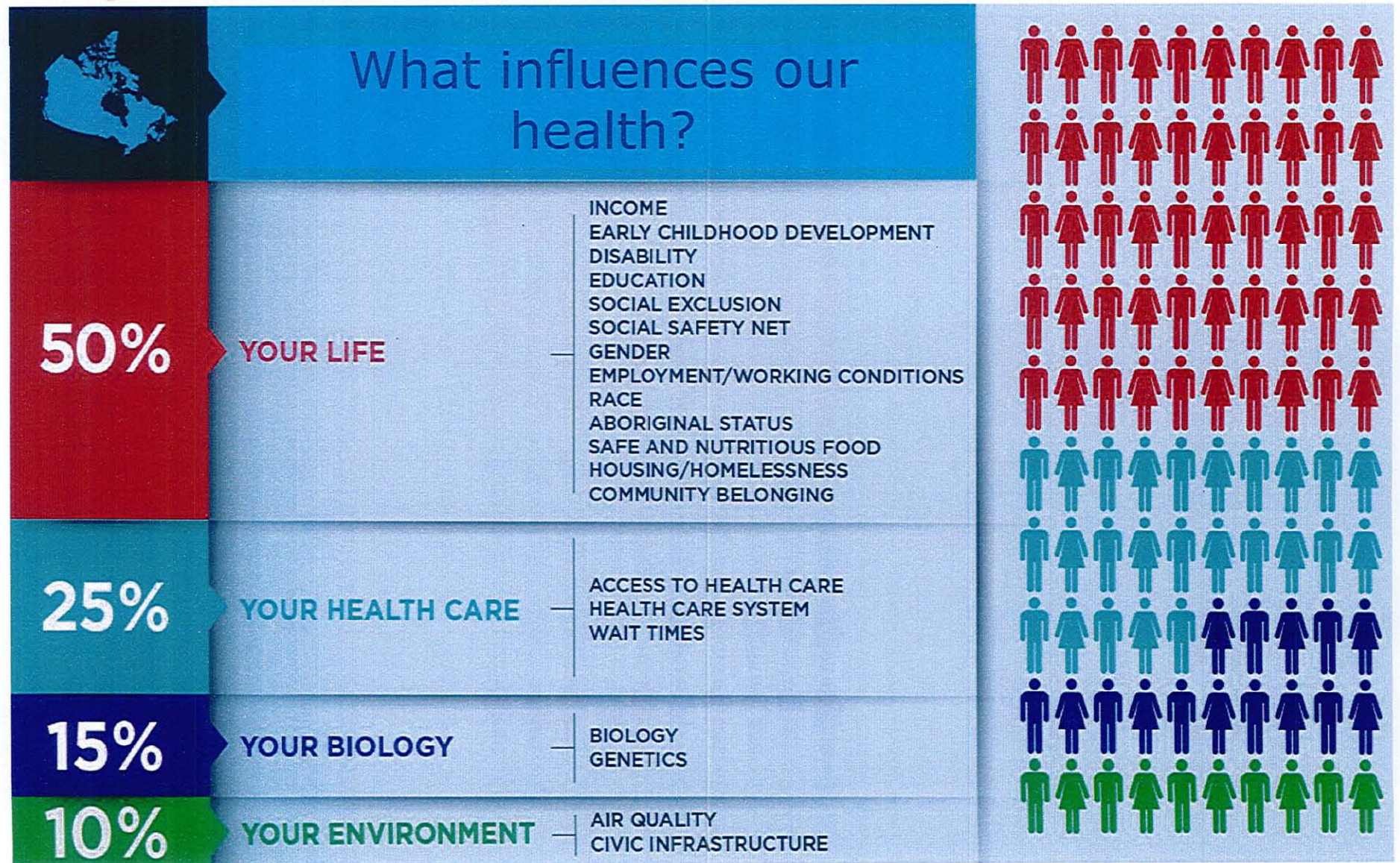
Anita's Perspective

- Promote, Prevent & Protect
- Build community capacity
- Broker relationships, knowledge and resources
- Advocate via evidence informed responses
- Provide
 - Pop Health perspective
 - Data
 - Consultation
 - Content expertise
 - Voice to vulnerable populations

Phil's Perspective

- Provide legitimacy to work
- Shift focus of decision to common value of health
- Connection to people, resources and best practices from other communities, Province and Academic community

Physical and Social Determinants of Health

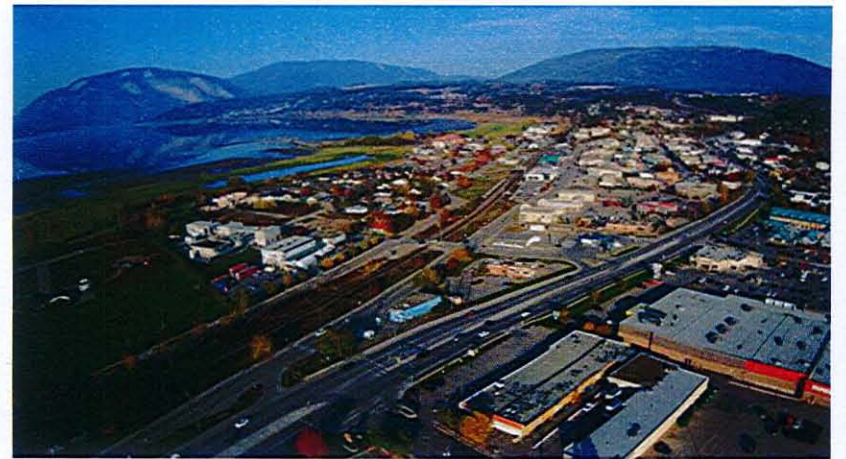
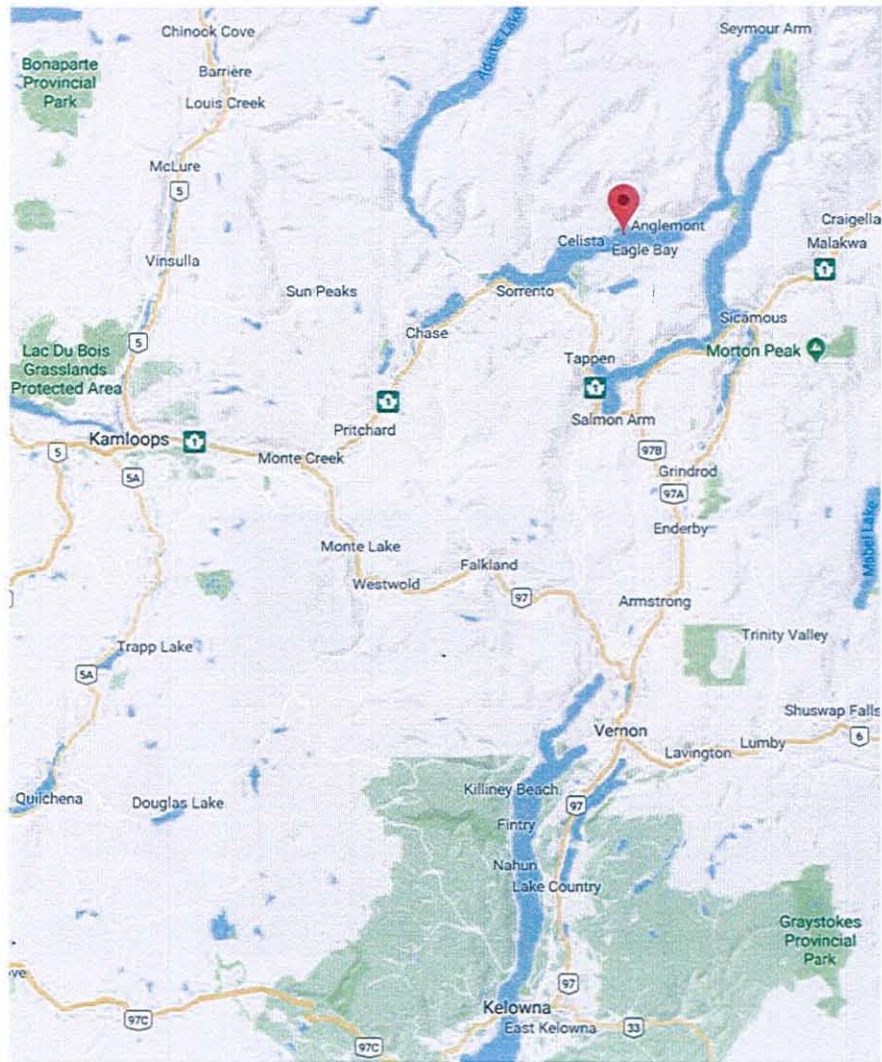


(Adapted from Canadian Medical Association, 2013)

IH Quick Facts

- 215,000 km²
- Pop 750,000+
- 60 Municipalities
- 54 FN Communities
- 15 Métis Communities
- 10 Regional Districts
- 16 School Districts
- Smallest community pop 195
- Largest community pop 125,000



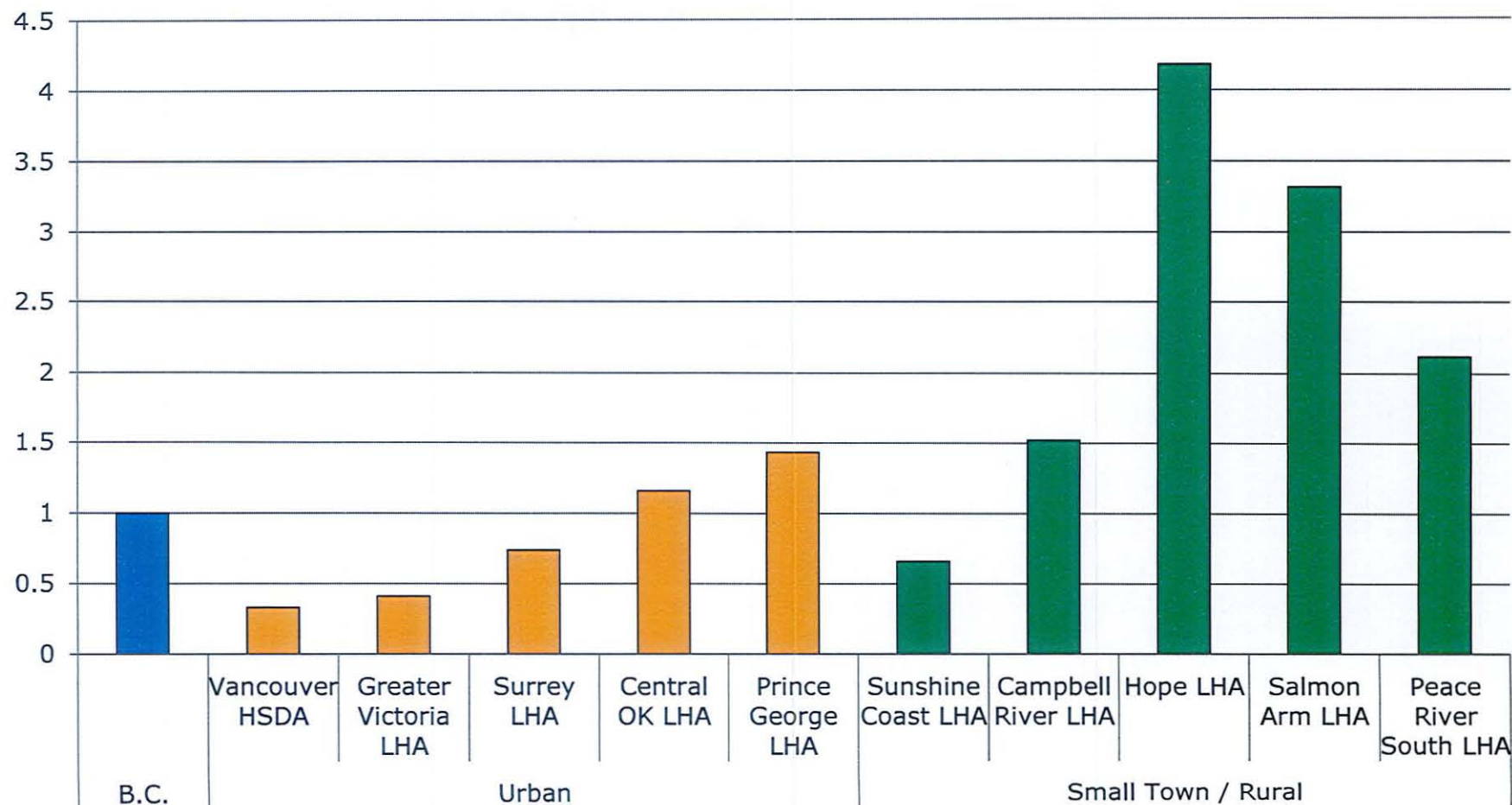


Hwy 1, Salmon Arm
Image credit Government of BC

Shuswap Context... fairly typical
Not Compact, Not Complete, Not Well-Connected

Potential Years of Life Lost Index (PYLLI) related to motor vehicle crashes

(Annual report, BC Vital Statistics, 2007-2011)



Retrieved from BC Community Health Profiles, PHSA, 2017 www.phsa.ca/communityhealth

Standardized Mortality Ratio by Cause of Death, 2011-2015

Figure 7: Interior Health Standardized Mortality Ratio by Cause of Death, 2011-2015

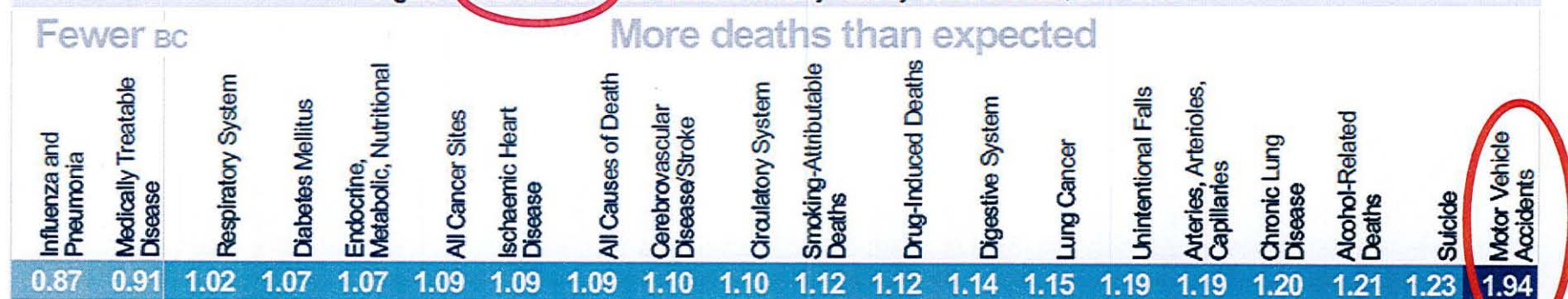


Figure 7: Standardized Mortality Ratio (SMR) compares the number of deaths that occurred in a geographic region to the expected number of deaths in that region, based on provincial age specific mortality rates.

Source: Table F - Mortality Statistics by Health Authority, British Columbia 2011-2015, Annual Report 2015, BC Vital Statistics Agency

Figure 7: Standardized Mortality Ratio by Cause of Death in Salmon Arm Local Health Area 2011-2015

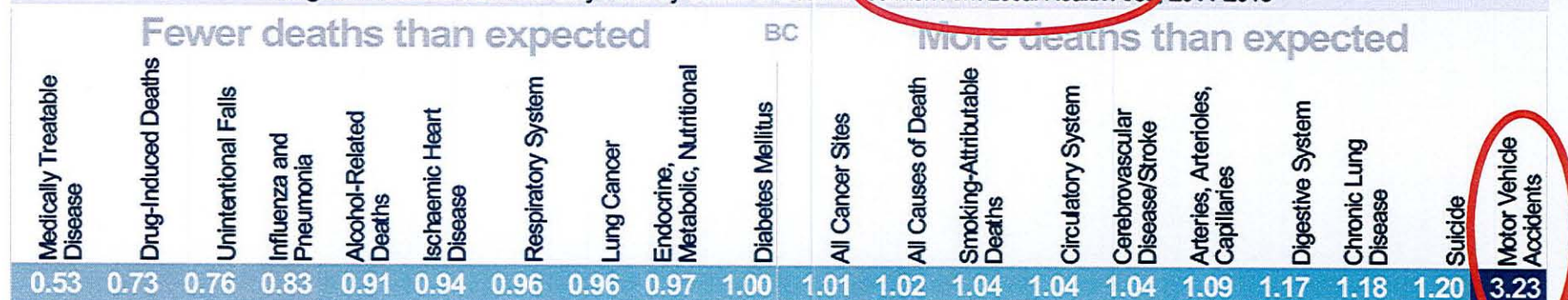
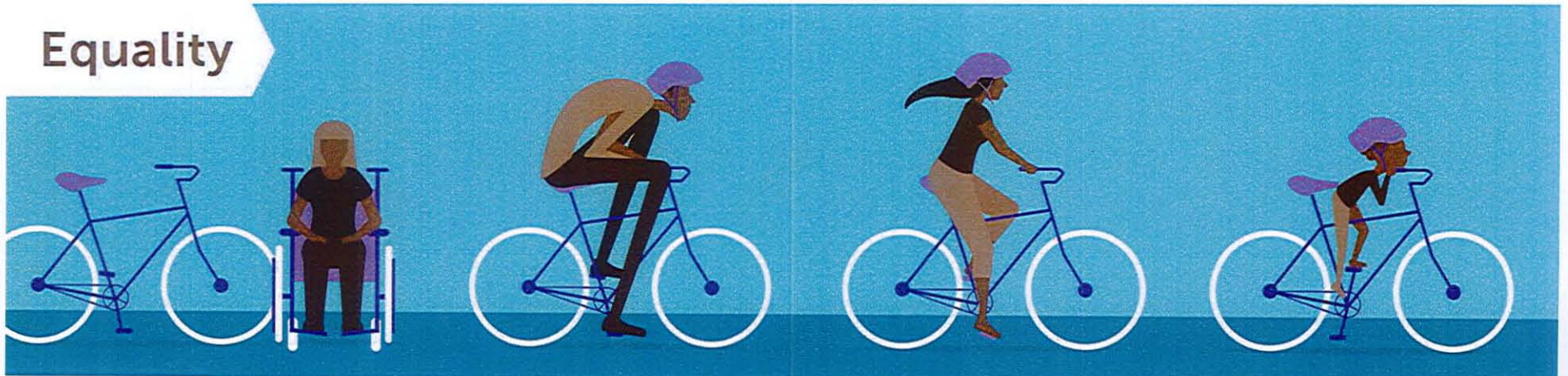


Figure 7: Standardized Mortality Ratio (SMR) compares the number of deaths that occurred in a geographic region to the expected number of deaths in that region, based on provincial age specific mortality rates.

Source: Table B - Mortality Statistics by Local Health Area, British Columbia 2011-2015, Annual Report 2015, BC Vital Statistics Agency

Consider Equity at Level of Community

Equality



Equity



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**World Health
Organization**

Healthy Community Approach

Considers the **social, economic, environmental** and **physical factors** that influence the health & well-being of individuals and build on a community's existing capacity.

Five strategies:

- Political commitment
- Healthy public policy
- Multi-sectoral collaboration
- Community/citizen engagement, and
- Asset-based community development

Moved from “why” to “why not”

Political Commitment

- Unanimous Secwepemc/Regional/Municipal government voice... urging the Ministry of Transportation and Infrastructure to incorporate Active Transportation corridors into all current and future highway upgrade projects.
- Financially support Shuswap Regional Trails Roundtable

Multi-sectoral Collaboration & Community/Citizen Engagement

- Secwepemc/Regional/Municipal agreements
- Shuswap Regional Trails Roundtable



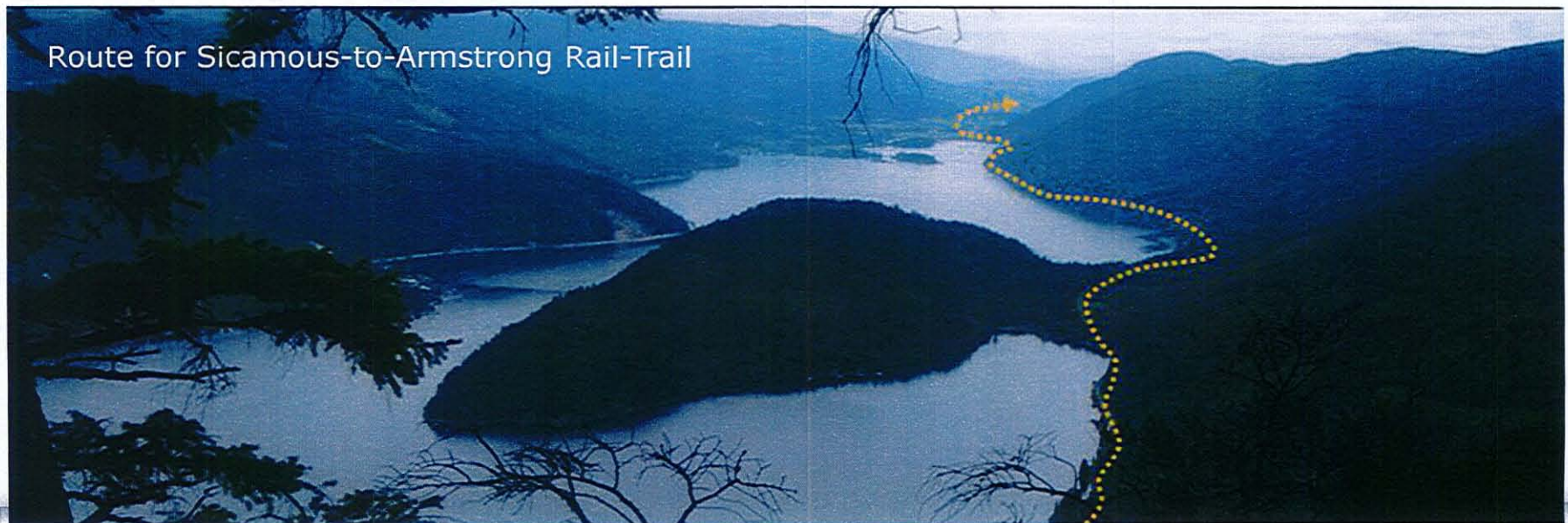
And from “why not” to “how”

Healthy Public Policy

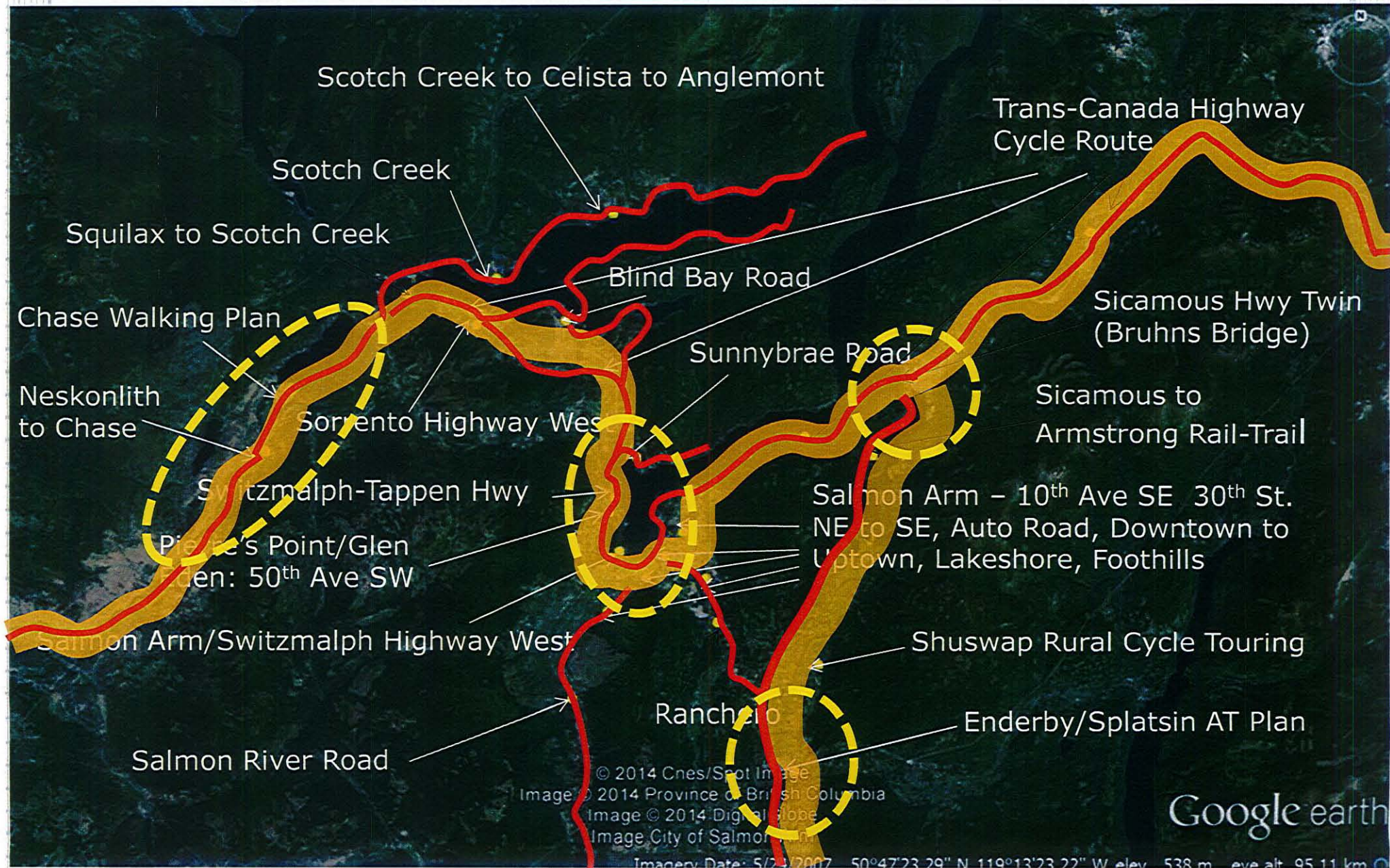
- Enderby & Splat sin Active Transportation Plan
- Chase Active Transportation Plan
- Salmon Arm Greenways Strategy
- Sicamous Community Wellness Strategy

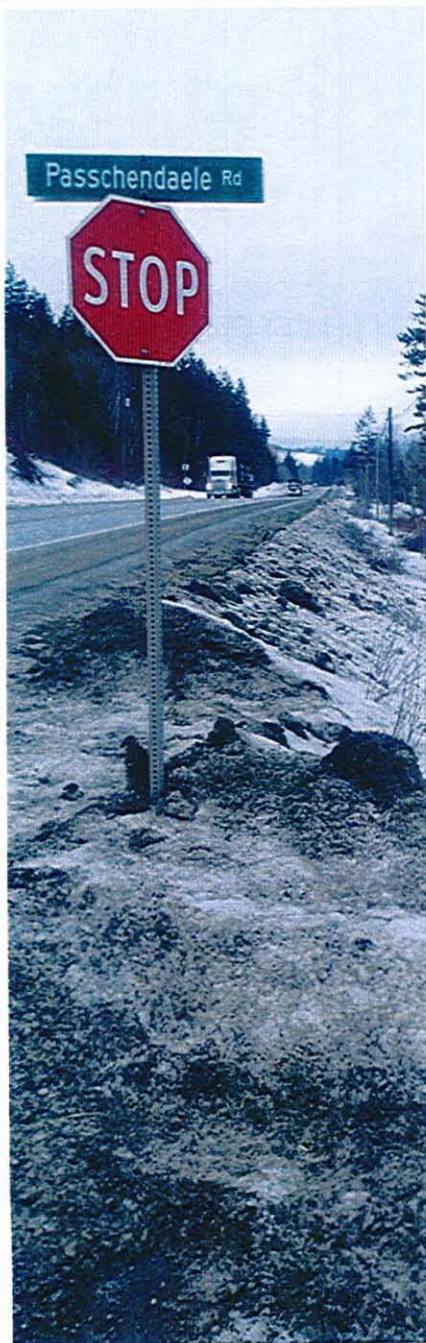
Asset-based Community Development

- Rail-Trail acquisition
- Salmon River Road Parallel Path Design & Construction



In the Shuswap: 15 AT projects, 17 plans, 4 First Nation priorities, 5 major initiatives, and Tourism...





Challenges to SAFE Active Transportation

Physical Environment:

- Narrow
- Some hill grades too steep
- Road Right-of-Ways vary
- Fast moving vehicles including commercial vehicles
- Not complete, not compact so forced to connect
- Tension between traffic moving through and within town, and need to keep traffic in town for economic survival
- Perception of safety is low

Resource Allocation:

- Considered low priority so few resources
- Parallel walking/cycling paths perceived as expensive rural retrofit
- On going maintenance

Challenges to SAFE Active Transportation

Transportation Network Planning:

- Planning of major road improvement typically occurs community by community
- Reconciliation issue

Design:

- Meeting Road Design Standards
 - Road design standards favour wide lanes for traffic flow
 - Road Right-of-Way widths vary
 - Insurance liability concerns

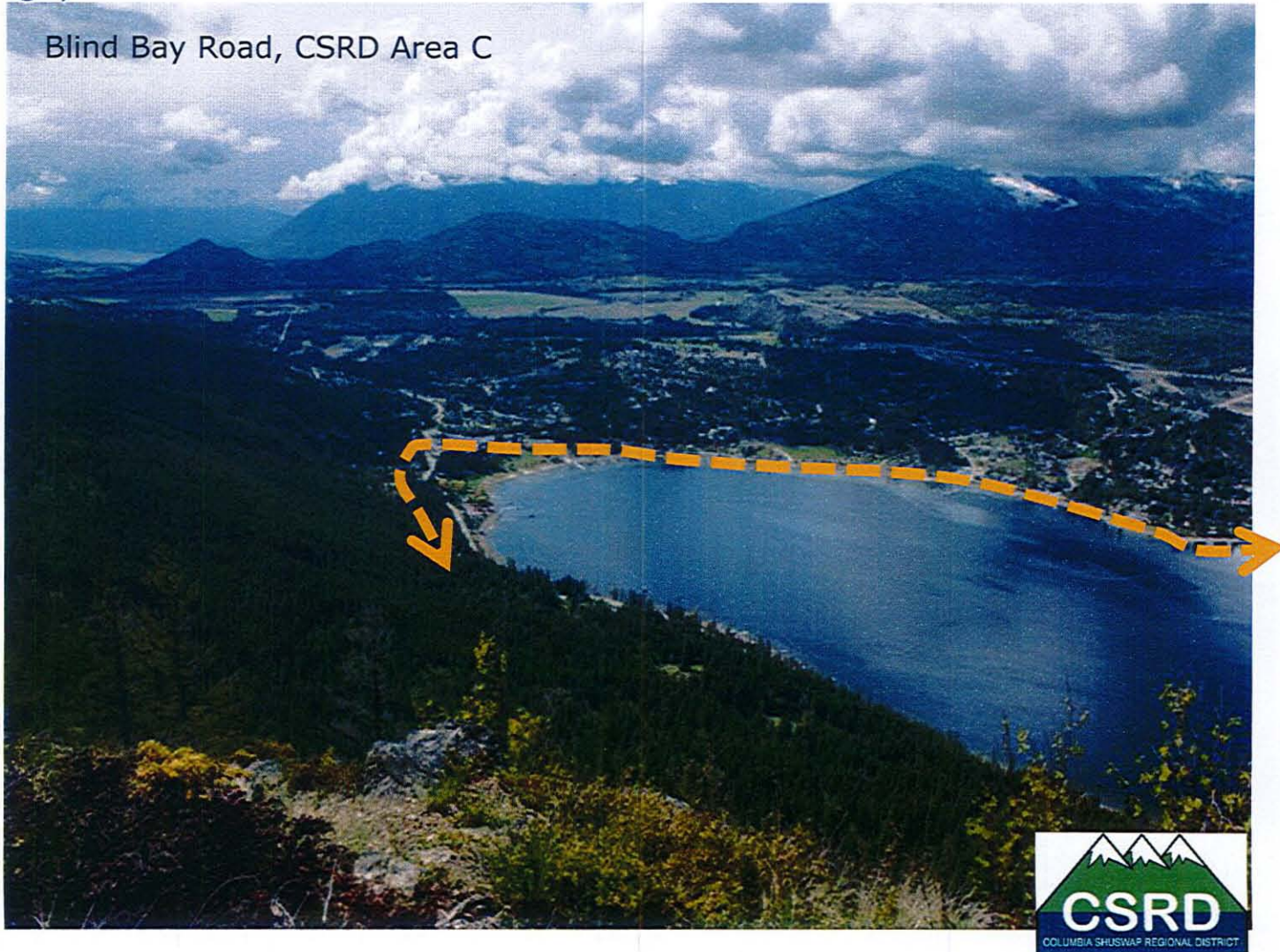


Bruhn Bridge, Hwy 1, Sicamous

Case Study #1: Blind Bay Parallel Pathway...

(15 years ago)

Blind Bay Road, CSRD Area C



...could only widen pavement – Result: faster cars

Case Study 2: Salmon River Parallel Trail (Today 2019)



Silver Creek, CSRD Area D

...negotiated design variances... BikeBC funds...

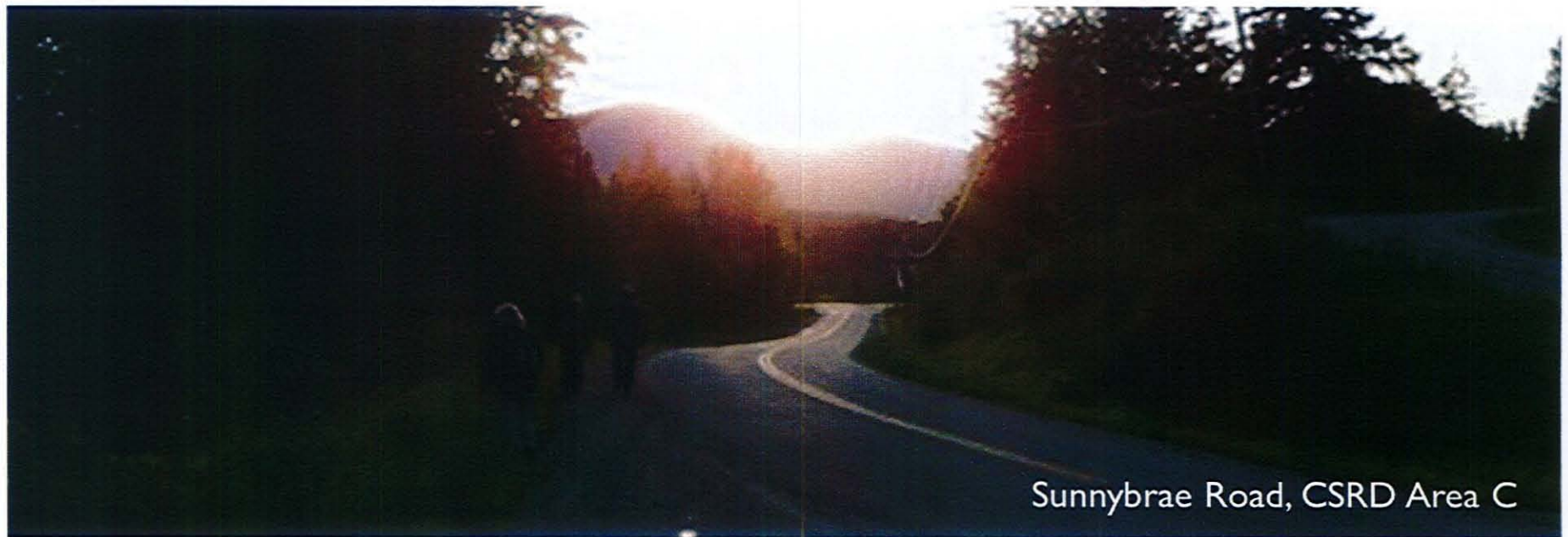
Salmon River Road, CSRD Area D



...for separated rural parallel pathway in Shuswap

So back to the Question for Action:

How might we better support comprehensive solutions for SAFE Active Transportation development in small and rural communities?



Sunnybrae Road, CSRD Area C

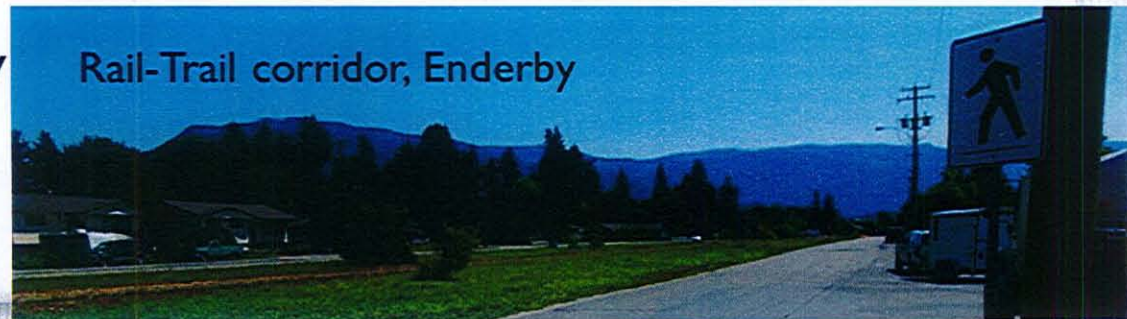
What's Needed in Small/Rural Communities?

Healthy Public Policy

- Provincial and Regional Active Transportation Strategies
- Make SAFE Active Transportation primary planning and infrastructure goals in all communities
- Integrate rural transit within Active Transportation Plans

Inter-Agency & Sectoral Partnerships and Collaboration

- Increase Indigenous Cultural Competency
- Understand communities' needs and approach with suggestions when planning new or improved roadways
- Best solutions come when experts work collaboratively with those who know the local context ... strive for more than consult & involve
- Include your Health Authority



What's Needed in Small/Rural Communities?



Capacity Building

- Increase perception of resources/capacity
- Professional Development of Elected Officials and Staff of AT Planning, Design & Implementation
- Provide support proportional to need (Equity)

Resources

- Research, Action Guides and Toolkits based on small and rural communities
- Funding opportunities for facility improvements proportional to need

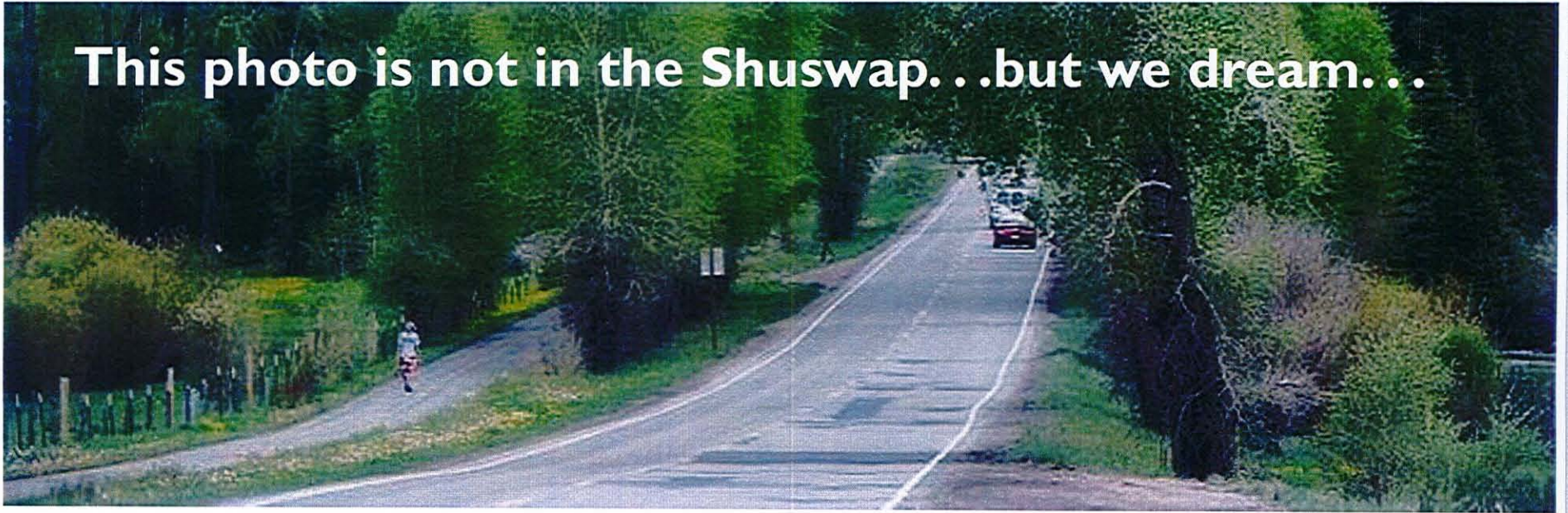
Engineering Standards

- Policy, design standards & perceived liability risk
- Be innovative with Right-of-Ways, road widths, etc

Necessity for inter-community transportation

Our vision & objective together with our partners:

This photo is not in the Shuswap...but we dream...



Improved walking & cycling paths along our key rural roads and within our communities

**“I always say... I am willing to work with you,
if you are willing to work with me”**

**Louis Thomas,
Secwepemc Knowledge Keeper, Neskonlith Councillor & Our Partner**

Are you ready to work collaboratively?

**Kukwstsétsemc
(Thank you in Secwepemc)**

Phil McIntyre-Paul
Executive Director
Shuswap Trail Alliance
(250) 804 – 1964
phil@shuswaptrails.com

Anita Ely
Specialist Environmental Health Officer
Healthy Communities, Interior Health
(250) 833 – 4114
anita.ely@interiorhealth.ca



Shuswap Naturalist Club
1740 16th St. NE, Salmon Arm, B.C. V1E 3Z7



Salmon Arm Bay Nature Enhancement Society
PO Box 27, Salmon Arm, BC V1E 4N2

February 8, 2019

Mayor and Members of Council
City of Salmon Arm
Salmon Arm, B.C.

REQUEST FOR RESTRICTION OF RECREATIONAL DRONES ON THE SALMON ARM FORESHORE

We are requesting that the City erect signs prohibiting the use of recreational drones at the entrance to Peter Jannink Park, at the Wharf area and at the start of the bird sanctuary path.

In the last year there have been concerns voiced concerning the use of recreational drones along the Salmon Arm foreshore. Incidents have been reported to us at both Peter Jannink Park and the wharf where wildlife, including Western Grebes and Ospreys, were being disturbed. In one case a drone was hovering over the Osprey nest at the wharf, greatly distressing the Osprey in the nest.

We raised this matter at the City's Environmental Advisory Committee. After researching the topic, the Committee passed the following resolution at its December 6, 2018 meeting: "That the Environmental Advisory Committee supports SABNES and Shuswap Naturalist Club's request to Council regarding the installation of signs restricting drone use in specified areas."

We understand that new federal regulations are being implemented that will lead to greater training for drone operators. This may reduce the incidence of problems; however, we believe it is essential to designate certain areas around the bay as prohibited to recreational drones.

It is illegal to operate recreational drones in all National Parks in Canada, and Nature Trust advises us that in Nature Trust conservation areas the use of recreational drones is prohibited. Flying drones over nests can drive adult birds away, leading to abandonment of vulnerable eggs and chicks.

The Salmon Arm Bay has been deemed "one of the best birding area in the interior of B.C." The bay is the last remaining nesting site in B.C. for Western Grebes and is the largest nesting site in the province for Ring-billed Gulls. The mudflats on the marsh is the prime stopover for shorebirds that have nested in the Arctic and are on their journey to South America. Songbirds that nest in the marsh include swallows, Red-winged Blackbirds, Marsh Wrens, Red-eyed Vireos and Willow Flycatchers. We believe it is essential to do whatever we can to protect these species.

Because the use of drones poses a threat to the success of our productive marsh, we are requesting that the City erect signs prohibiting their use at the entrance to Peter Jannink Park, at the Wharf area and at the start of the bird sanctuary path.

Thank you,
Ed McDonald, President
Shuswap Naturalist Club

Janet Aitken, President Sarah Weaver, Director
Salmon Arm Bay Nature Enhancement Society



From: Abbigail May
Date: February 19, 2019 at 9:32:42 PM PST
To: Erin Jackson
Cc: Barb Puddifant
Subject: Sage orienteering club events in Salmon Arm

Dear Erin,

The Sage Orienteering Club is hoping to hold some spring events on Salmon Arm property in the following locations:

May 27, 2019 – Canoe Creek (near Canoe Creek golf course and not within City boundaries)
June 10, 2019 – Cemetery Park (new cemetery off 20 Ave NE near Auto Road)
June 17, 2019 – Black Forest (on the north side of Black road between Hudson and Tatlow roads – access not in city limits, but the map area largely is)
June 24, 2019 – Park Hill

Our club has liability insurance with the City of Salmon Arm named as an additional insured as per other years. I will ask for a copy for 2019 and will forward to you as soon as I receive it. Please let me know if any concerns from the city.

Thank you,
Abbigail May
Sage Orienteering Club



We are pleased to invite you, Mayor, Council, and the Community of Salmon Arm to the 3rd Annual Free Volunteer Dinner to be held on Thursday, April 11, 2019, at the SASCU Recreation Centre. We request that Mayor and Council serve the dinner as in the past from 5-6:30pm.

This year's event will focus on volunteers and their groups promoting themselves and their missions. The event will be advertised throughout our local media. We thank the Shuswap Family Centre for their coordination and funding support.



The Shuswap TRAIL ALLIANCE

February 07, 2019

Dear Sponsors and Volunteers,

On behalf of the Shuswap Trail Alliance board, partner organizations, and communities of the Shuswap, thank you for joining with us to support our annual Shuswap Trails Party and Auction on February 1st.

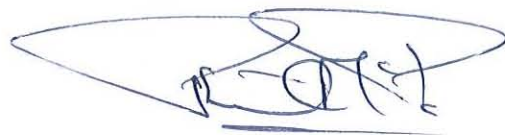
Once again, we were truly overwhelmed and inspired by the determined support of leaders and businesses like you to ensure our collaborative efforts continue to grow greenway trails and active transportation pathways for walking, cycling, skiing, snowshoeing, EQ riding, and yes – paddling -throughout the region.

This year to date, with 475 people turning out to the February 1st sell-out event, we broke our previous record raising over \$45,000 dollars for greenway trail projects in the Shuswap. And we are very pleased to let you know that we are once again working to leverage those funds through matching grants. Every penny goes toward creating, maintaining, signing and promoting trails in the Shuswap with our regional partners. And there are some very exciting projects in the works!

Plus we remain committed to supporting the regional trails roundtable as it brings Secwepemc, provincial, regional, municipal, industry, economic, environmental, health, education, and both motorized and non-motorized trail stewardship organizations together to better manage how we access and move throughout our communities and the land.

Again, thank you for your sponsorship, volunteer time, and support. We look forward to seeing you out on Shuswap Trails this season!

Sincerely,



Rob Marshall (Chairperson) and
Phil McIntyre-Paul (Executive Director)
for the Shuswap Trail Alliance
www.shuswaptrails.com

10



Along the Adams River in Tsútswecw Provincial Park
(Photo: Shuswap Trail Alliance)

Thank You

From the Shuswap Trail

This certificate is awarded with gratitude to:

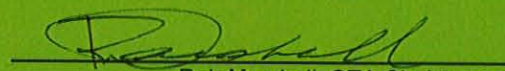
Salmon Arm City Council

in recognition of your

Silver Sponsorship

Shuswap Trails Party and Fundraiser

Friday, February 1st, 2019


Rob Marshall, STA Chairperson



The Shuswap
TRAIL ALLIANCE

www.shuswaptrails.com

From: southern interior local government [mailto:yoursilga@gmail.com]
Sent: Tuesday, February 12, 2019 1:36 PM
Subject: 2019 SILGA Community Excellence Awards - deadline extension to March 1st.

Good afternoon,

Please add this to your next board/council meeting. Thanks.

We have extended the deadline for submissions for the SILGA Community Excellence Awards to March 1st. The nomination guidelines are attached. All nominations can be forwarded to the SILGA office via email at yoursilga@gmail.com.

This is an excellent opportunity to showcase the fantastic project, event or activity in your community. There are three categories; Environmental Sustainability, Social Responsibility and Economic Development.

These awards are an avenue for us to share best practices, to get others from local governments thinking outside the box, and to promote knowledge sharing among our members. It is our firm belief that our SILGA local governments continue to implement remarkable, unique projects that make their communities a better place to live, time and time again. We want to make sure we share our successes as much as possible, so other might benefit.

We look forward to hearing from you!

Thanks, Alison

--

Alison Slater
SILGA Executive Director
PO Box 27017 Cityview PO
Kamloops, BC V2E 0B2
250-851-6653
www.silga.ca



SILGA

Community

Excellence Awards

Are you proud of your community or regional area's accomplishments? Would you like it to be recognized at our convention and more broadly through social media and the news?

To promote the environmental, social, and economic wellbeing of our member communities and to share ideas and best practices throughout the SILGA area, we have created awards to showcase a community in each of these categories.

To nominate your local government, simply provide a brief letter describing a fantastic project, event, or activity that you are proud of. A winner will be chosen in each category and presented an award during our AGM. We are intentionally making this process as easy and seamless as possible. If your community or area has excelled in any of the following categories, let us know:

- **Environmental Sustainability**
- **Social Responsibility**
- **Economic Development**

The Rules:

Nominations must come in the form of a letter to the SILGA Executive Director (no requirements as to length, and letters should be emailed).

1. Nomination Letters must be received by February 1st, 2019.
2. Letters must clearly state which award the nomination is for.
3. Nominations should be one page in length and should succinctly describe the project and itemize the beneficial outcomes. SILGA wants to share best practices in our region with the hope that every local government can learn from the winning submissions. In that regard, please provide contact information for the key individual(s) who worked on the projects/events.
4. These awards are for local governments, not individuals. Recipients must be SILGA members in good standing.
5. Nomination letters can come from anyone representing a local government, and there is no limit on the amount of nominations per community. An official resolution is not required.
6. Submissions from previous years may be reused.

What you get if your local government wins:

1. Your local government will be publicly recognized at the upcoming AGM.
2. A representative from your local government will have an opportunity to speak (5 minutes) to all assembled delegates about the project or event.
3. Your local government will receive a beautiful plaque to permanently display at your government office.
4. Award recipients will have their achievements highlighted more broadly through our social media channels, newsletter and via press release to the entire SILGA media network.

These awards are an opportunity for us to share best practices, to get others from local governments thinking outside the box, and to promote knowledge sharing amongst our members. It is our firm belief that our SILGA local governments continue to implement remarkable, unique projects that make their communities a better place to live time and time again. We want to make sure we share our successes as much as possible, so others might benefit.

From: Sandra Niven [<mailto:sniven@cysticfibrosis.ca>]
Sent: February 11, 2019 2:41 PM
To: Carl Bannister
Subject: May is Cystic Fibrosis Awareness Month

Hello,

I would like to make a request for your building to be lit in light blue and green during May for Cystic Fibrosis Awareness Month. I have included some information about cystic fibrosis and our request but please feel free to contact me should you require further information.

On Sunday, May 26, 2019, thousands of participants across Canada will unite at local community '[Walk to Make CF History](#)' events during CF awareness month to celebrate their fundraising efforts, while imagining a world without CF.



Cystic Fibrosis Canada <http://www.cysticfibrosis.ca/about-cf>

Cystic Fibrosis (CF) Awareness Month is each May of every year, and is an internationally recognized month to raise awareness and funds to help find a cure or control for CF, the most common fatal genetic disease affecting Canadian children and young adults. At present, there is no cure.

CF causes various effects on the body, but mainly affects the digestive system and lungs. The degree of CF severity differs from person to person, however, the persistence and ongoing infection in the lungs, with destruction of lungs and loss of lung function, will eventually lead to death in the majority of people with CF.

Typical complications caused by cystic fibrosis are:

- Difficulty digesting fats and proteins
- Malnutrition and vitamin deficiencies because of inability to absorb nutrients
- Progressive lung damage from chronic infections and aberrant inflammation
- CF related diabetes
- Sinus infections

It is estimated that one in every 3,600 children born in Canada has CF. More than 4,200 Canadian children, adolescents, and adults with cystic fibrosis attend specialized CF clinics.

CAUSES OF CYSTIC FIBROSIS

Cystic fibrosis is a genetic disease that occurs when a child inherits two abnormal genes, one from each parent. Approximately, one in 25 Canadians carry an abnormal version of the gene responsible for cystic fibrosis. Carriers do not have cystic fibrosis, nor do they exhibit any of the symptoms of the disease. When two parents who are carriers have a child, there is a 25 percent chance that the child will be born with cystic fibrosis; there is also a 50 percent chance that the child will be a carrier; and a 25 percent chance that the child will neither be a carrier nor have cystic fibrosis.

SYMPTOMS OF CYSTIC FIBROSIS

- Cystic fibrosis is a multi-system disorder that produces a variety of symptoms including:

- Persistent cough with productive thick mucous
- Wheezing and shortness of breath
- Frequent chest infections, which may include pneumonia
- Bowel disturbances, such as intestinal obstruction or frequent, oily stools
- Weight loss or failure to gain weight despite possible increased appetite
- Salty tasting sweat
- Infertility (men) and decreased fertility (women)

DIAGNOSING CYSTIC FIBROSIS

Genetic testing, prenatal and newborn screening for CF are administered in every baby in Canada. Additionally, if a doctor suspects a patient has CF, a 'sweat test' may be administered. This test measures the amount of salt content present in the sweat. If the test comes back positive, it means the sweat collected contains more salt than usual and supports a diagnosis of CF.

Cystic Fibrosis Awareness Month will be promoted throughout Canada, through our social media channels both nationally and in B.C., and our newsletter which is sent to all subscribers. Members of our community will be visiting during the times of the lights and taking photos to share on our various social media channels. We will make specific mention, including a photo of the lights and a geotag, on our regional social media channels.



Kind regards,

Sandra

Sandra Niven
Associate, Fund Development
Cystic Fibrosis Canada, British Columbia and Yukon Region
 301-3185 Willingdon Green | Burnaby, BC V5G 4P3
 Tel: 604-436-1158 ext 105 | Mobile: 778-861-1972
sniven@cysticfibrosis.ca
www.cysticfibrosis.ca



From: Phillips, Sarah

Sent: Friday, February 8, 2019 2:27 PM

To: 'rniewenhuizen@salmonarm.ca' <rniewenhuizen@salmonarm.ca>

Cc: Doreen Stanton (Doreen.stanton@firstgroup.com) <Doreen.stanton@firstgroup.com>; Falconer, Chelsea <Chelsea_Falconer@BCTransit.Com>

Subject: Please Respond by Feb 13 | TDAD 2019 | Shuswap Transit

Hello Robert,

Transit Driver Appreciation Day (TDAD) is approaching on March 18, 2019. TDAD is a national celebration of bus and rail drivers across the country, appreciating them for their hard work. Once again, BC Transit will be promoting this special day.

There are many ways to get involved (see attached).

New for this year, BC Transit will be offering all communities a chance to get involved by offering Thank You Cards (see inset on the attached). Once the cards are delivered to you (if you wish to participate), you may gather a team of volunteers to help you distribute them to riders at bus exchanges/stops within your community. When you hand a rider a Thank You card, encourage them to give the card to their driver once they board their bus. You may also remind them to thank their driver when exiting their bus, offer compliments via our website, or simply offer their driver a smile and a wave.

Should you wish to, you may order the thank you cards by replying to Chelsea_Falconer@bctransit.com with the quantity you desire by noon, Wednesday, February 13, 2019.

Thank you,

Sarah

Sarah Phillips

Marketing Manager

BC Transit

520 Gorge Road East, PO Box 9861 Victoria, BC V8W 9T5

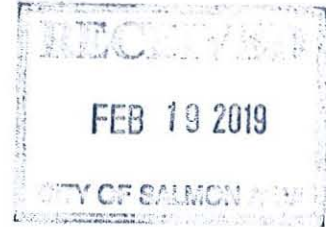
250-995-5771 | sarah_phillips@bctransit.com | bctransit.com



Forest Enhancement
Society of British Columbia

February 6, 2019

Mayor Alan Harrison
Salmon Arm (City)
500 - 2 Avenue NE
Salmon Arm, BC V1E 4N2



Re: Forest Enhancement Society of B.C. Jan 2019 Accomplishments Report

Dear Mayor Alan Harrison and Council,

British Columbians are concerned about climate change along with other environmental, safety, and economic concerns. They want to know specifically what their governments are doing to protect communities from wildfire risk, improve wildlife habitat, fight climate change, expand the bio-economy, and enhance B.C.'s forests. The enclosed Forest Enhancement Society of B.C. (FESBC) Accomplishments Report shows the huge amount of work underway in a vast number of communities across rural British Columbia. Citizens and governments alike will be pleased to see real-life local projects that are happening close to where they live.

FESBC achieves this work by granting funds provided by the Province of British Columbia and the Government of Canada to third parties who implement projects and treatments on the land base. It is likely there have been projects in and around your community being delivered by people who live in your local area. When the opportunity arises, please thank these people and our governments for assisting B.C. and Canada in achieving our shared vision of enhanced forest resilience for the lasting benefit of British Columbia's environment, wildlife, forest health, and communities. If you are one of the local governments who are directly involved in delivering projects in your area, please accept our gratitude.

There is a wide diversity in project proponents, from community forests to municipalities to government agencies, and others. The largest group funded is the 30% of the projects that have First Nations participation (49 projects valued at \$44 million). In many cases, it is a First Nation who is the lead agency that envisions, plans, and delivers these projects. When the opportunity arises, please help us to express our gratitude to these First Nations along with the other delivery organizations actively at work in your area.

If you and your Councillors are interested in further information, please visit our website, www.fesbc.ca, send me an email, or give me a call.

Steven F Kozuki, RPF
Executive Director, FESBC
Office Phone: 1.778.765.0938
Email: skozuki@fesbc.ca

(106) MC - 9

14

Accomplishments Report



January **2019**



Forest Enhancement
Society of British Columbia



“axa ack`ulstəm kłnxastəns i timixw ut i k`əl nxwəlxəltəntəl i kwu syilx”

“This project is real recognition and reconciliation because it is going to restore the health of the land. Our food systems, our social institutions like our hunting camps and berry pickers, this restores that as part of the landscape. I’m really happy that we can all be here together to revitalize our sense of community from our Indigenous perspective.”

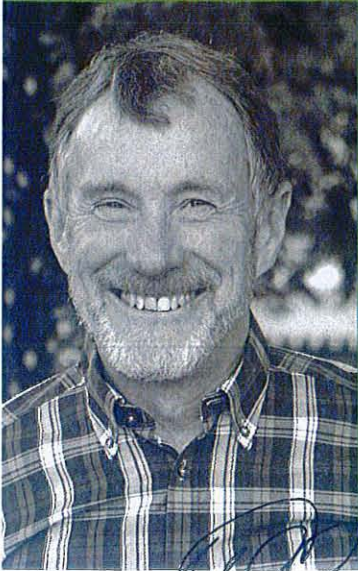
Chief Chad Eneas, Penticton Indian Band

Learn more about the Ellis Creek project on page 29.

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Message from the Chair



"Over the past 3 years, the Forest Enhancement Society has become a valued asset of the B.C. government, delivering services that are important to British Columbians."

Wayne Clogg, FESBC Board Chair

A handwritten signature in blue ink, appearing to read 'Wayne Clogg', written over a light blue background.

We are pleased to provide this Accomplishments Report to share the work accomplished through the Forest Enhancement Society of B.C. (FESBC).

The work we do is made possible through the collaborative work of our Society, with proponents who gain access to funding and do the hard work, and through the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, who set the priorities for which we align our purposes for the health of our forests.

Together, we are all working to contribute to the achievement of B.C. government priorities including:

- Increasing participation of First Nations in the forest economy
- Assisting with wildfire recovery efforts and risk reduction
- Contributing to the achievement of climate change targets
- Improving habitat for wildlife
- Improving the recovery of fibre
- Adding to the environmental sustainability of B.C.'s natural resources

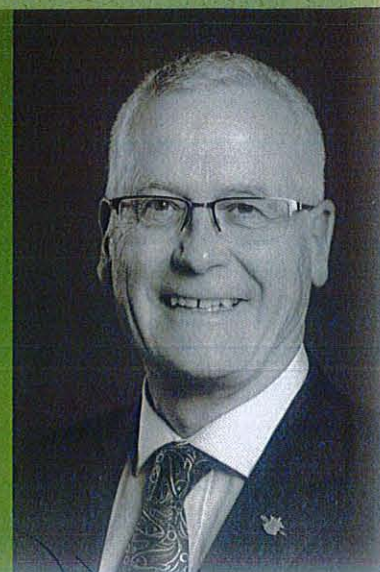
Given our modest beginnings in 2016, I am very proud of FESBC's achievements to 2018. Throughout this Report, you'll learn about the many projects province-wide contributing to the advancement of environmental and resource stewardship of B.C.'s forests.

I want to personally express my sincere thanks to our Board Directors and the staff at FESBC. Together, they have advanced the Society a long way forward and this would not have been possible without their hard work and commitment.

Message from the Minister

"The Forest Enhancement Society of B.C. has collaborated with its partners and the government to fund numerous projects that benefit communities, the forestry sector and First Nations. Together, we're helping to build a strong and sustainable economy that supports jobs throughout British Columbia."

*The Honourable Doug Donaldson, Minister of Forests,
Lands, Natural Resource Operations and Rural Development*



A strong and viable forest industry is a key component of the province's economy. The B.C. government provides ongoing support through investments in forest enhancement, forest health and reforestation. Our steadfast commitment also includes assistance to develop high-quality wood products and technologies, and expand international markets.

The Forest Enhancement Society of British Columbia plays a crucial role in our efforts to maintain a sustainable and resilient forest sector, especially in light of the extremely active wildfire seasons that we experienced in 2017 and 2018.

The B.C. government has invested \$235 million in the society since 2016. In 2018 alone, the society awarded \$134 million for 71 projects to support wildfire risk reduction, reforestation, forest rehabilitation and wildlife habitat restoration, and to raise public awareness of the FireSmart program.

The economic benefits generated by the society's programs greatly exceed the cost of running them. The work that's been funded so far has created over \$230 million in economic activity and over 1,400 full-time-equivalent jobs in British Columbia. To date, about 30% of the projects supported by the society have been led by First Nations proponents or have had significant First Nations participation, with 49 projects valued at \$44 million.

The work done by the Forest Enhancement Society of British Columbia has helped restore damaged forests and ecosystems, and is supporting forestry workers, communities and First Nations throughout the province.

About FESBC

HISTORY OF FESBC

On February 26, 2016, the B.C. Government announced the formation of FESBC with initial funding of \$85 million and a five-member Board of Directors to oversee the establishment of the Society and the delivery of its purposes. The B.C. Government announced additional funding of \$150 million for the Society in early 2017 focussed on advancing environmental stewardship through achieving carbon benefits and contributing to meeting climate change targets.

FESBC VALUES

The core values FESBC speak to who we are, as opposed to what we do. They are enduring, never changing over time and are independent of historic, current or future events.

Safety. We believe in safe, responsible and productive work environments.

Stewardship. We believe in a strategic approach to stewardship that balances environmental, economic, social, cultural and First Nations values while helping to ensure responsible and sustainable use of B.C.'s forests for the lasting benefit of British Columbians.

Working Collaboratively. We believe that working collaboratively with our partners in a transparent manner will substantially extend our ability to enhance B.C.'s forests.

Open and Proactive Communication. We believe open, proactive communication is critical to our success.

Science-Informed Decision Making. We believe that the management of B.C.'s forests relies on sound science and the guidance of professionals, while at the same time we also respect the value of traditional knowledge.

Accountability. We believe in managing with integrity and fiscal prudence in a manner that ensures accountability to the public, our funders and our partners.

Excellence. We believe that a culture of organizational excellence, continuous improvement and professionalism is essential in maintaining the trust of the public and our partners.

GOOD GOVERNANCE

The FESBC Board of Directors play a key role and are responsible for ensuring FESBC is successful and achieves its mandate. Under the BC Societies Act, FESBC Directors must "manage, or supervise the management of, the activities and internal

affairs of the Society." In carrying out their responsibilities, Directors must adhere to two legal duties.

- 1) Fiduciary Duty: the duty of directors to act in the best interests of the Society.
- 2) Duty of Care: requires Directors to exercise the care, diligence and skill that a reasonably prudent person would exercise in making decisions. Sound governance ensures that Directors can meet the standards required under the duty of care.

FESBC BOARD

The Board is led by Wayne Clogg, Chair of the Board and fellow Directors: Brian Banfill (Financial Chair), Jim Snetsinger (Vice-Chair and Secretary), Dave Peterson (ADM), and Keith Atkinson (Member-at-Large), pictured below.

FESBC STAFF

The staff team is led by Steve Kozuki, Executive Director, and fellow team members: Gord Pratt (Operations Manager), Dave Conly (Operations Manager), Ray Raatz (Operations Manager), Kathy Dupuis (Office Manager), and Aleece Laird (Communications Liaison).



About the Report

This Accomplishments Report describes the Forest Enhancement Society of B.C.'s (FESBC) initiatives and expenditures and reports on its approved projects and activities.

In its second full year, the Society continued to develop and build on its accomplishments, governance, administrative systems and communications to help deliver its mandate in both an efficient and effective manner.

FIFTH INTAKE OF PROJECT APPLICATIONS GENERATES INCREDIBLE RESPONSE

A new and comprehensive Application Guide was developed in 2018 to assist potential project proponents in developing their funding applications. The Society conducted a fifth intake in late 2018 with \$63 million of potential funding available for deployment. A total of 130 applications were received requesting a combined \$119 million for projects throughout the province. Of the 130 applications, 45 were received from First Nations organizations who requested a combined \$38 million.

In 2017, FESBC received and reviewed 219 proposals submitted during two separate intake opportunities that year. Projects were evaluated against the Society's selection criteria for wildfire risk reduction, wildlife habitat restoration, forest rehabilitation and creating carbon benefits. Of the proposals received in 2017, FESBC allocated over \$153 million to 112 projects across all regions of the province, with \$99 million allocated to projects in the Cariboo Region, a region severely impacted by wildfires.

ENHANCING COMMUNICATION AND ENGAGEMENT

Staff oversaw the expansion of the FESBC website www.fesbc.ca and the development of an electronic application intake portal for project applications called Forest Enhancement Society Information System (FESIMS). FESIMS supports application submissions and provides a more robust and responsive project management and reporting tool allowing for deeper and more meaningful communication between FESBC, proponents and project partners.

The FESBC staff continue to improve processes for project proposal review, work with proponents to help deliver previously approved projects, and continue to expand communication regarding the purposes of the society and opportunities for eligible applicants. Frequent media coverage of FESBC-funded projects has resulted in a significant increase of awareness of FESBC by the forest community, stakeholders and the public.

Strategic Direction + Alignment

STRATEGIC DIRECTION

Mandate letters to FESBC from the Minister of FLNRORD provide specific direction:

By working with FLNRORD, First Nations, communities, stakeholders and others ensure:

- *within the scope of FESBC capacity, engage in wildfire recovery, wildfire risk reduction and mitigation activities which are effective and coordinated with other wildfire recovery efforts; and*
- *the success of the Provincial Forest Carbon Initiative by providing a focus on activities that are consistent with Federal and Provincial climate change goals and eligible for recovery of funds under the Low Carbon Economy Leadership Fund.*

FESBC is committed to the achievement of these key priorities.

ALIGNMENT WITH PROVINCIAL GOVERNMENT PRIORITIES

FESBC's operations, which extend to all parts of the province, help support the Government in delivering on its three key commitments to British Columbians:

1. Making life more affordable
2. Delivering the services that people count on, and
3. Building a strong, sustainable economy that supports jobs in every region of the province.

As of publication (Jan 2019), FESBC has received 349 applications in five rounds of proposal intakes from all regions of the province, allocating a total of \$163 million with approximately another \$63 million to be allocated in 2019.

It is anticipated that the FESBC Board will continue to receive and evaluate a similar cross-section of projects with an emphasis on projects focused on wildfire risk mitigation and the reduction of greenhouse gases. The Board determines which proposals best achieve FESBC's purposes and Government priorities, while ensuring value for money.



Accomplishments

Collaboration with Leaders Province-Wide

FESBC is a trusted, knowledgeable partner and delivers by achieving partnership agreements with leaders like Habitat Conservation Trust Foundation, Union of BC Municipalities, First Nations Emergency Services Society and the BC Fire Smart Committee, FLNRORD Low Carbon Economy Leadership Fund and FPInnovations. The Society has strategically entered into numerous project agreements with community forests, local governments, First Nations, woodlots, licensees, post-secondary institutions, FLNRORD and others.



"FESBC supports community forests to conduct wildfire risk reduction, stand rehabilitation and carbon management. Managing over 1.5 million hectares of B.C. public land, community forests have made long-term commitments to environmental and resource sustainability. FESBC is a key strategic partner in moving forward on these commitments."

Jennifer Gunter, Executive Director, BC Community Forest Association

Benefits That Do Good

FESBC has provided significant benefits associated with program delivery.

FIRST NATIONS INVOLVEMENT

FESBC endorses the recommendations of the Truth and Reconciliation Commission and its calls to action as well as the implementation of the United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP). Up to 2018, 30% of projects funded by FESBC are led by First Nations proponents or have significant First Nations participation including 49 projects valued at \$44 million. Both First Nations proponents and FESBC have a great interest in the enhancement of B.C.'s forests.

A FUTURE FOR B.C. WILDLIFE

Many habitats province-wide have been improved for wildlife such as mountain cariboo, sheep, grizzly, bats, grouse, and numerous other species. Working collaboratively with HCTF has expanded FESBC's capacity in this area.

Accomplishments

MEETING CLIMATE CHANGE TARGETS

FESBC is assisting both the Provincial and Federal governments in meeting climate change targets through the Forest Carbon Initiative (FCI) to advance implementation of eligible projects under the Low Carbon Economy Leadership Fund (LCELF). Up to 2018, FESBC has allocated \$97 million to 25 projects where carbon sequestration or emission reduction was the primary purpose.

WILDFIRE RECOVERY EFFORTS

Reforestation or enhanced fibre utilization of fire-salvaged timber contribute to wildfire recovery efforts and contribute to the Province's FCI. To date, FESBC has allocated approximately \$37.5 million to 93 projects where wildfire risk reduction/mitigation is the primary priority. Tree planting in areas that otherwise would not be reforested improves ecological and hydrological functioning, as well as timber supply for future generations.



"Our nursery members are world leaders in tree growing practices and stand ready to help grow the hundreds of millions of trees that will result from FESBC sponsored initiatives. This forest restoration work will provide economic benefits, help restore critical wildlife habitat and support climate change mitigation efforts."

Elizabeth Engelbertink, President, Forest Nursery Association of B.C.


The Value of Careful Investment

As a Society guided by a conscientious Board of Directors and experienced forest professionals, FESBC has demonstrated value for money. While many historic project-level administration costs are commonly 10%, FESBC projects are consistently below the 10% threshold. Of a \$247 million of total expenditures over 5 years, FESBC administration cost are forecasted at 2.3%, plus 2.4% for PricewaterhouseCoopers and 1.8% for FLNRORD for an aggregate total of 6.5%.

Economic Benefits for B.C.

Economic benefits of FESBC funding greatly exceed costs. Funding deployed up to 2018 creates over 1,400 full-time equivalent jobs in B.C.

FESBC ECONOMIC CONTRIBUTION



PROGRAM	EXPENDITURES	TOTAL OUTPUT	TOTAL GDP	TOTAL HOUSEHOLD INCOME	TOTAL GOV'T REVENUE	TOTAL EMPLOYMENT
Wildfire Reduction	37.5	52.8	26.5	19.8	5.4	327
Improving Damaged Forests	24.4	34.3	17.2	12.8	3.6	213
Wildlife habitat Improvement	0.9	1.4	0.6	0.5	0.14	9
Fibre Recovery	3.2	4.5	2.3	1.7	0.47	28
Forest Carbon Mgmt.	97.1	136.8	68.6	51	14.1	846
TOTAL	163.1	229.8	115.2	85.8	23.71	1423

NOTE except for employment, the numbers stated above are in the millions, and does not include monies allocated to other granting organizations such as HCTF and UBCM.

Excellence in Enhancement

FESBC has achieved high levels of operational excellence, accountability, and customer service.

"In 2018, wildfire risk reduction projects were supported by FESBC at four of B.C.'s ski areas on Crown land and at Barkerville, B.C.'s largest provincial heritage site. FESBC funding has enabled us to reduce the risk and supports us and site operators to ensure we can support the values of these important areas in B.C.'s social and community fabric persisting into the future."

Jennifer Goad, Executive Director, Mountain Resorts and Heritage

Key Partnerships + Collaborative Efforts

HCTF AND THE CRI PROGRAM

FESBC announced a renewed and expanded agreement with the Habitat Conservation Trust Foundation (HCTF) and committed to contributing up to \$2.5 million for projects to improve forested habitat for wildlife.

In addition to the co-funded projects below, in 2017 government ministries were included as eligible proponents. This includes collaboratively working with the newly developed Community Resiliency Investment (CRI) Program, a new provincial program intended to reduce the risk and impact of wildfire to communities in B.C. through community funding to support priority fuel management activities on provincial Crown land.

2017-18 FESBC AND HCTF CO-FUNDED PROJECTS

PROJECT NAME	REGION	TOTAL
Assessing Cougar Density in the Cariboo Region Through Non-Invasive Survey Techniques	Cariboo	\$ 48,601
Ecology of Small Mammals in Post-Fire and Salvage-Logged Landscapes	Cariboo	\$ 77,407
High Lake Grassland and Open Forest Restoration Pilot	Cariboo	\$ 2,930
Recreation and Land Use Impacts on South Chilcotin Mountains Wildlife	Cariboo	\$ 5,000
Restoring Ungulate Habitat Through Clumpy Spacing	Cariboo	\$ 76,446
Sheep Flats Ecosystem Restoration	Cariboo	\$ 36,500
Boundary Restoration and Enhancement Program	Kootenays	\$ 137,831
Bull River Bighorn Sheep: Herd Health and Movement Dynamics	Kootenays	\$ 12,000
Diversifying MPB Clearcuts for Small Mustelids: Green-tree Retention, Debris Piles, and Enhanced Riparian Habitats	Kootenays	\$ 29,000
Elk Valley Rocky Mountain Bighorn Sheep Inventory	Kootenays	\$ 11,000
Enhancing Wolf Monitoring in the Kootenay Region	Kootenays	\$ 5,000
Enhancing Wolf Monitoring with Bioacoustics in the East Kootenays	Kootenays	\$ 32,055
Improving Mountain Caribou Calf Survival through Maternal Penning in the Revelstoke Area	Kootenays	\$ 30,000
Invasive Plant Management on Bighorn Sheep Winter Ranges	Kootenays	\$ 61,000
Kootenay Mule Deer Survival Monitoring	Kootenays	\$ 40,800
Longevity of Woody Debris Habitat Structures for Prey Species of Furbearers: Ghost-towns or Viable Habitat	Kootenays	\$ 20,000

PROJECT NAME	REGION	TOTAL
Maintenance of Furbearers and Prey Species on Large Clearcut Openings Using Linear Piles of Woody Debris	Kootenays	\$ 30,000
Monitoring White-tailed Deer to Support Adaptive Caribou Management	Kootenays	\$ 36,640
Predicting Grizzly Bear Foods – Huckleberries Across the Kootenays	Kootenays	\$ 33,560
Quantify Rates and Mechanisms of Grizzly Bear Mortality	Kootenays	\$ 10,000
Quantifying and Enhancing Pest Services Provided by Bats to the BC Timber Industry	Kootenays	\$ 5,000
West Kootenay Mule Deer Habitat Restoration	Kootenays	\$ 33,775
Conservation of Threatened Raptors on the Sunshine Coast	Lower Mainland	\$ 14,700
Improving Goshawk Conservation by Addressing Knowledge Gaps in the South Coast	Lower Mainland	\$ 80,000
Improving Wildlife Habitat in Logged and Fire-Damaged Coastal Forests	Lower Mainland	\$ 44,800
Sustaining Mesocarnivore Populations and Habitat in the Lower Mainland Watersheds	Lower Mainland	\$ 33,088
Wolverine (<i>Gulo gulo</i>) Movements, Home Range and Habitat Use in a Human Dominated Landscape, South Coast	Lower Mainland	\$ 45,425
Determining the Value of Post-fire Landscapes for American Marten	Okanagan	\$ 83,006
Mule Deer Response to Wildfire and Habitat in Southern British Columbia	Okanagan	\$ 95,585
South Okanagan Similkameen Conservation Program (SOSCP) Habitat Conservation Delivery	Okanagan	\$ 28,500
Assessment of Habitat Alteration on Caribou Ranges in Northern BC	Omineca/Peace	\$ 14,440
Boreal Caribou Habitat Restoration in the Liard River Basin	Omineca/Peace	\$ 110,574
Chase Caribou Herd Response to Extensive Habitat Alterations - Year 2	Omineca/Peace	\$ 69,999
Effects of Habitat Alteration on Caribou Forage Lichens	Omineca/Peace	\$ 48,836
Enhancing Caribou Survival Within the Klinse-Za/Scott Herds	Omineca/Peace	\$ 136,898
Fish and Wildlife Habitat Enhancement in the Omineca Region	Omineca/Peace	\$ 5,000
Forage Response to Prescribed Fire in the Northern Rockies: Implications for Stone's Sheep and Elk - 7 Years Later	Omineca/Peace	\$ 69,778
KlinseZa/Scott East Caribou Maternal Pen Health Evaluation	Omineca/Peace	\$ 24,436
Mule Deer Monitoring in the Prince George area	Omineca/Peace	\$ 3,000
Sharp-tailed Grouse Population and Lek Habitat Monitoring	Omineca/Peace	\$ 29,741
Testing Approaches to Restore Habitat For Caribou	Omineca/Peace	\$ 5,000
Wolf Predation Risk to Moose in North-Central B.C.	Omineca/Peace	\$ 174,048
Clarifying Problematic Distributions and Habitat Use of Amphibians At Risk in Southwestern B.C. Using Environmental DNA Methods	Provincial (multi-region)	\$ 43,789
Determining Factors Affecting Moose Population Change: Assessing Calving and Survival Rates	Provincial (multi-region)	\$ 70,000
Determining Factors that Affect Survival of Moose in Central B.C.	Provincial (multi-region)	\$ 150,516
Developing a Prophylactic Probiotic Approach for Reducing White-Nose Syndrome Severity in Bats	Provincial (multi-region)	\$ 52,131

PROJECT NAME	REGION	TOTAL
Effects of Human Disturbances on Female Wolverines	Provincial (multi-region)	\$ 44,100
Fisher Habitat Conservation - Field Trials and Forestry Training	Provincial (multi-region)	\$ 55,745
Fisher Habitat Conservation - Provincial Extension Program	Provincial (multi-region)	\$ 28,770
Got Bats? BC Community Outreach, Conservation and Citizen Science Project	Provincial (multi-region)	\$ 77,804
Monitoring and Protecting B.C.'s Bat Diversity Prior to White-Nose Syndrome	Provincial (multi-region)	\$ 54,579
Rattlesnake Populations: Response to Land Management Regimes and Historical Changes	Provincial (multi-region)	\$ 39,441
Assessing Impact on Moose Winter Habitat by Poplar and Willow Borer	Skeena	\$ 38,485
Moose Fund: Skeena Moose Enhancement Project	Skeena	\$ 36,800
Moose Winter Range Willow Browse Enhancement	Skeena	\$ 4,980
Restoring Whitebark Pine Ecosystems to Enhance Subalpine Bear Habitat	Skeena	\$ 74,724
The Response of Caribou Terrestrial Forage Lichens to MPB, Forest Harvesting and Fire in the East Ootsa and Entiako Areas	Skeena	\$ 16,800
Fisher Artificial Reproductive Den Box Study	Thompson - Nicola	\$ 76,150
Thompson Burn Program	Thompson - Nicola	\$ 101,200
Thompson Region Bighorn Sheep Collaring Project	Thompson - Nicola	\$ 24,300
Estimating Cougar (<i>Puma concolor vancouverensis</i>) Populations on Northern Vancouver Island using DNA Mark-Recapture Techniques	Vancouver Island	\$ 36,152
Evaluating Furbearer Populations on Southern Vancouver Island	Vancouver Island	\$ 34,020
West Coast Roosevelt Elk Augmentation and Recovery Project	Vancouver Island	\$ 30,000

Information based on Dec 2018 data.



Summary of Funded Activities



Projects funded by FESBC are province-wide in scope and are funded based on meeting key selection criteria including:

- Consistent with FLNRORD strategic priorities.
- Focused on the delivery of treatment activities.
- Able to meet FESBC goals and strategic priorities and address one or more FESBC purposes.
- Activities to be completed on provincial Crown land and able to receive authorization from the Crown.
- Consistent with local FLNRORD district and regional land management planning priorities and Integrated Investment Plans.

The following is a listing of current funding by region and an allocation of funds by FESBC purpose, as of Dec 2018.

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
WILDFIRE RISK REDUCTION					
Esdilagh Development Corporation	?Esdilagh Approved Primary Fuel Breaks	DQU	?Esdilagh	?Esdilagh (Alexandria Band)	\$ 2,000,000
District of 100 Mile House	Woodlot 577 Fire Mitigation Action Plan	DMH	100 Mile House		\$ 12,800
100 Mile Development Corporation	100 CF K2W Fire Mitigation Action Plan	DMH	100 Mile House		\$ 60,000
Zanzibar Holdings Ltd	Meadow Lake / Lac La Hache Wildfire Mitigation/Rehabilitation	DMH	100 Mile House		\$ 200,000
Barkerville Historic Town & Park governed by The Barkerville Heritage Trust	Barkerville Historic Town Wildfire Fuel Treatment	DQU	Barkerville		\$ 168,000
Rocky Mountain Trench Natural Resources Society	Duck Pasture	DRM	Elko		\$ 213,400
Burns Lake Community Forest Ltd.	Burns Lake Community Forest Fire Break Phase 1	DND	Bulkley Nechako RD, Burns Lake		\$ 223,214
FLNRORD Stuart/Nechako	Fire Hazard Reduction by Utilization of Waste	DSN	Bulkley Nechacko (RDBN) (Fort St. James)		\$ 299,450
Burns Lake Community Forest Ltd.	Boer Mountain Fire Mitigation	DND	Burns Lake		\$ 338,298
Canim Lake Indian Band	South Canim Fire Management Planning	DMH	Canim Lake Indian Band (near 100 Mile House)	Tsq'escenemc (Canim Lake Indian Band)	\$ 29,024
Eniyud Community Forest Ltd.	Eniyud CF Tatla Lake Wildfire Fuel Treatment Plan	DCC	Cariboo RD (near Anahim Lake)	Alexis Creek First Nation	\$ 606,075
Alkali Resource Management Limited	Ground truth of Alkali Lake Fuel Treatment Areas	DCC	Cariboo RD (near Williams Lake)	Esk'eternc First Nation (Alkali Lake Indian Band)	\$ 13,000
B.A. Blackwell & Associates Ltd.	Fuel Prescription Pilot - Borland Valley	DCC	Cariboo RD (near Williams Lake)		\$ 90,000
B.A. Blackwell & Associates Ltd.	Borland Valley Operational Fuel Treatment Project 2017	DCC	Cariboo RD (near Williams Lake)		\$ 46,500
West Fraser Mills Ltd.	Anahim Lake Fuel Break	DCC	Cariboo RD (near Williams Lake)	Tl'etingox (Anaham) and Ulkacho First Nations	\$ 445,000
Eniyud Community Forest	Ground truth of Proposed Fuel Treatment Areas for Tatla Lake	DCC	Cariboo RD	Tsi del del (Alexis Creek First Nation)	\$ 12,500
Tolko Industries Ltd.	Joe Rich Wildfire Threat Reduction	DOS	Central Okanagan RD (near Kelowna)		\$ 500,000
Davies Wildfire Management Inc	Big White Interface Fuel Break Treatments	DOS	Central Okanagan RD, Kelowna		\$ 515,760
Clinton and District Community Forest of BC Ltd.	Clinton Landscape Level Fire Mitigation	DMH	Clinton		\$ 110,350
Rocky Mountain Trench Natural Resources Society	Smoke Emissions Monitoring Trial for Sloop Burning	DRM	Cranbrook		\$ 25,000

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
Rocky Mountain Trench Natural Resources Society	Cranbrook Community Forest/ College of the Rockies Fuel Management Treatments	DRM	Cranbrook		\$ 78,100
Rocky Mountain Trench Natural Resources Society	Silver Springs Fuel Management Treatment	DRM	Cranbrook		\$ 70,000
Rocky Mountain Trench Natural Resources Society	Indian Springs North and South	DRM	Cranbrook	?aq'am (St. Mary's Indian Band)	\$ 44,995
Rocky Mountain Trench Natural Resources Society	Cranbrook East Prescriptions - Gold Creek 5 / South and West Cranbrook WUI	DRM	Cranbrook		\$ 50,000
Rocky Mountain Trench Natural Resources Society	Westview Estates Landscape Fuel Break	DRM	Cranbrook		\$ 56,320
Rocky Mountain Trench Natural Resources Society	Westview Estates Fuel Management	DRM	Cranbrook		\$ 69,962
City of Cranbrook	Feasibility Analysis of Intensive Fibre Recovery from WUI Treated Lands	DRM	Cranbrook		\$ 20,000
Rocky Mountain Trench Natural Resources Society	Sheep Mountain (Adjacent to Community of Elko)	DRM	Elko		\$ 126,000
First Nations Emergency Services Society	FireSmart Home Partners Home Ignition Zone (HIZ)	DFN	Fort Nelson	Fort Nelson First Nation	\$ 20,000
BC Parks - Kootenay	Champion Lakes Park Forest Fuels Management	DSE	Genelle / Fruitvale		\$ 200,000
West Boundary Community Forest	May Creek Wildfire Mitigation and Habitat Improvement Project	DSE	Grand Forks		\$ 131,000
Babine Lake Community Forest Society	Granisle Wildfire Mitigation	DND	Granisle		\$ 401,450
Wildlands Eco-Forestry Inc.	Dry Gulch Forest Management	DRM	Invermere	Shuswap Indian Band #605	\$ 498,360
Rocky Mountain Trench Natural Resources Society	Rushmere Ecosystem Restoration and fuel treatment	DRM	Invermere		\$ 24,000
Ministry of Environment - BC Parks	Rushmere Ecosystem Restoration and Fuel Treatment	DRM	Invermere		\$ 12,000
Kaslo and District Community Forest Society	KDCFS Wildfire Protection Plan	DSE	Kaslo		\$ 50,000
Columbia Basin Trust	Kootenay FireSmart Initiative	DSE and DRM	Kootenay-Boundary Region		\$ 10,000
Logan Lake Community Forest Corporation	Logan Lake Wildfire Risk Management Plan (WRMP)	DTR	Logan Lake		\$ 95,950
Weyerhaeuser	Merritt TSA Fuel Management Plan	DCS	Merritt		\$ 87,774
NAZBEC Limited Partnership	Nazko Mountain Pine Beetle Rehabilitation - Year 2	DQU	Nazko, CRD	Nazko First Nation	\$ 1,500,000
BC Parks - Kootenay	West Arm Park Fuel Reduction	DSE	Nelson, RDCK		\$ 96,000
Regional District of Central Kootenay	RDCK West Arm Planning	DSE	Nelson, RDCK		\$ 25,000
Rocky Mountain Trench Natural Resources Society	Westside Lake Community - Fuel Management	DRM	Newgate, RDEK		\$ 263,428

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
Okanagan Nation Alliance	Sylx Stewardship in Fire Maintained Landscapes	DOS	North Okanagan RD	Sylx nation: Okanagan Indian Band, Osoyoos Indian Band, Penticton Indian Band, Upper Nicola Band, Upper and Lower Similkameen Indian Bands, and Westbank First Nation	\$ 131,740
Silver Star Mountain Resort	Silver Star Bridle Path Landscape Level Fuel Break	DOS	North Okanagan RD, Vernon		\$ 26,118
Agur Lake Camp Society	Fuel Management Treatments (Agur Lake Camp Society)	DOS	Okanagan Similkameen RD, Summerland		\$ 45,855
Agur Lake Camp Society	Agur Lake Fuel Management Prescriptions	DOS	Okanagan Similkameen RD (near Summerland)		\$ 8,800
Baldy Mountain Resort	Baldy Mt. Resort Phase 1 -McKinney	DOS	Okanagan Similkameen RD (near Penticton)		\$ 279,500
District of Peachland	Meadow Valley Road Landscape Level Fuel Break	DOS	Peachland	Okanagan Nation Alliance & Penticton Indian Band	\$ 39,065
Regional District Okanagan Similkameen	Ellis and Penticton Creeks Landscape Level Fuel Breaks	DOS	Penticton	Penticton Indian Band	\$ 77,475
Erafor Forestry Ltd.	Pilot Mountain Fire Abatement Project	DPG	Prince George		\$ 12,000
Prince George Woodlot Association	Ground Truthing and Prescription Development of High and Extreme Provincial Strategic Threat Analysis (PSTA)	DPG	Prince George Area		\$ 202,500
Harrop - Procter Community Cooperative	Procter Fuel Treatment Prescription	DSE	Procter		\$ 39,050
First Nations Emergency Services Society	Regional Prioritization and Engagement of First Nations for Developing and Implementing FEP	Various	Provincial	Various	\$ 50,000
Federation of BC Woodlot Associations	Provincial Strategic Threat Analysis on Woodlot Licences	DCC	Provincial		\$ 7,350
Evelyn Hamilton	Burning Questions: Reducing Risks Through Synthesis & Extension of Existing Information on Ecosystem Responses to Fire.	Various	Provincial		\$ 67,000
C&C Wood Products Ltd.	Quesnel Fire Fuel Treatment	DQU	Quesnel		\$ 1,000,000
Nazko Logging Limited Partnership	Fuel Reduction Around FN Communities - Fuel Management Prescriptions and Treatments	DQU	Quesnel	Nazko First Nation	\$ 553,500
Esdilagh Development Corporation Ltd.	The ?Esdilagh Fire Prevention & Mitigation Project	DQU	Quesnel	?Esdilagh (Alexandria Indian Band)	\$ 622,255
Regional District of Central Kootenay	Queens Bay Prescription	DSE	RDCK (near Balfour)		\$ 24,640
Regional District of Central Kootenay	Selous Creek Prescription	DSE	RDCK (near Nelson)		\$ 32,340
Regional District of Central Kootenay	Collaborative Planning	DSE	RDCK		\$ 50,000

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
Regional District of Central Kootenay	RDCK West Arm Provincial Park Fuel Prescription	DSE	RDCK (near Nelson)		\$ 18,600
Cathro Consulting Ltd.	West Arm Park	DSE	RDCK (near Nelson)		\$ 57,592
Regional District of Central Kootenay	RDCK Kingsgate / Riodel	DSE	RDCK (near Balfour)		\$ 500,939
Regional District of Central Kootenay	Fuel Reduction Treatments in the RDCK - Kokanee, Canyon/Lister	DRM	RDCK (near Creston)		\$ 201,639
FLNRORD - Okanagan Shuswap District	Southeast Kelowna Landscape Level Fuel Break	DOS	RDOS (near Kelowna)		\$ 1,670,550
Rocky Mountain Trench Natural Resources Society	Strauss Road Fuel Management / Ecosystem Restoration	DRM	Regional District of East Kootenay, near Newgate		\$ 104,000
Rocky Mountain Trench Natural Resources Society	Quartz Lake	DRM	Skookumchuk, RDEK		\$ 64,000
Slocan Integral Forestry Cooperative (SIFCO)	Implementation of Landscape Level WUI Slocan Plan	DSE	Slocan		\$ 1,000,000
Slocan Integral Forestry Cooperative (SIFCO)	Slocan Valley Landscape Level Wildfire Protection Plan	DSE	Slocan		\$ 425,450
Wetzin'kwa Community Forest Corporation	WCFC Strategic Wildfire Hazard Mitigation Plan	DSS	Smithers	Wet'suwet'en Nation	\$ 72,000
Sqomish Forestry LP	Access Corridor Fuel Reduction Implementation	DSQ	Squamish Lillooet RD	Lil'wat First Nation and Squamish First Nations	\$ 421,740
B.A. Blackwell & Associates Ltd.	Sea to Sky District Access Fuel Treatments	DSQ	Squamish Lillooet RD		\$ 74,909
TNR Consulting	Comstock Fuel Management Project	DOS	Thompson Nicola RD (near Merritt)		\$ 327,703
SERNBc	VanJam Planning and Prescriptions	DSN	Vanderhoof		\$ 83,520
Cheakamus Community Forest	Whistler Fuel Reduction	DSQ	Whistler	Lil'wat and Squamish First Nations	\$ 668,438
Cheakamus Community Forest	W08-Fuel Reduction	DSQ	Whistler	Lil'wat and Squamish First Nations	\$ 388,850
FLNRORD Cariboo-Chilcotin Natural Resource District	Borland Valley Fuel Management Treatment	DCC	Williams Lake		\$ 1,000,000
Williams Lake Community Forest LP	WLCF Landscape Level Fuel Treatment	DCC	Williams Lake	T'exelceme (Williams Lake Band)	\$ 407,911
Williams Lake Community Forest LP	Williams Lake Steep Slope Fir Bark Beetle	DCC	Williams Lake	T'exelceme (Williams Lake Band)	\$ 773,772
Williams Lake Community Forest LP	Landscape Level Fuel Break Pilot	DCC	Williams Lake	T'exelceme (Williams Lake Band)	\$ 322,693
Williams Lake Community Forest LP	Managing Douglas-fir Beetle on Steep Slopes Within Williams Lake Community Forest	DCC	Williams Lake	T'exelceme (Williams Lake Band)	\$ 25,000

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
Cariboo Woodlot Association	Ground Truthing and Prescription Dev. of High and Extreme Provincial Threat Analysis	DCC	Williams Lake Area		\$ 199,500
Union of BC Municipalities	UBCM and SWPI Co-Funded Fuel Management Projects	DRM	Windermere	Akisnuk First Nation	\$ 177,868
STAND REHABILITATION					
Lower North Thompson Community Forest Society	Rehabilitation of Legacy Forest Roads, Skid Trails, Landings and Slides	DTR	Barriere		\$ 20,650
Pinnacle Renewable Energy Inc.	Burns Lake Incremental Haul Program	DND	Bulkley-Nechako (RDBN) (near Burns Lake)		\$ 800,000
BCTS Babine	Marginal Sawlog Utilization Within the Bulkley TSA	DSS	Bulkley-Nechako (RDBN) (near Smithers)		\$ 80,000
Bonaparte Indian Band	Hat Creek Project	DTR	Cache Creek	Bonaparte Indian Band	\$ 56,000
FPIInnovations	Feasibility of a Centralized Sortyard System for Increasing Fibre Utilization and Reducing Delivered Wood Costs	DCC	Cariboo RD (near Quesnel)		\$ 208,077
Nazko Logging Limited Partnership	Nazko - Pine treatment and fire hazard reduction	DCC	Cariboo RD (near Quesnel)	Nazko First Nation	\$ 394,800
Elhdaqox Developments Ltd.	Hanceville Fire Rehab	DCC	Cariboo RD (near Williams Lake)	Tl'esox (Toosey Indian Band) and Yunesit'in (Stone Indian Band)	\$ 894,625
Williams Lake Community Forest LP	Pre-commercial Thinning of Drybelt Fir	DCC	Cariboo RD (near Williams Lake)	T'exelceme (Williams Lake Band)	\$ 79,000
FPIInnovations	Evaluating the effectiveness of overstory removal treatments in the rehabilitation of low-value/ uneconomic MPB stands	DCC	Cariboo RD (near Quesnel)		\$ 168,000
Central Chilcotin Rehabilitation Ltd.	ACFN/Tl'etinqox MPB Rehabilitation & Wildfire Risk Reduction	DCC	Cariboo RD (near Quesnel)	Tsi del del (Alexis Creek First Nation) and Tl'etinqox (Anaham)	\$ 3,310,560
Forsite Consultants Ltd.	Thompson Rivers Landbase Rehabilitation	DTR	Kamloops Area		\$ 128,000
Forsite Consultants Ltd.	Cascades District Mountain Pine Beetle Rehabilitation	DCS	Merritt Area		\$ 158,000
Strategic Natural Resource Consultants Inc.	Improving Stand Value of Cw North Van Island	DNI	Mt. Waddington Road (near Port McNeill)	Quatsino and 'Namgis First Nations	\$ 384,050
Tolko Industries Ltd.	Cedar Hills Fire Rehab & Deer Winter Range Improvement	DOS	North Okanagan RD, Falkland		\$ 190,400
Tolko Industries Ltd.	TFL 49 MPB Pine Stand Rehabilitation Project	DOS	North Okanagan RD		\$ 413,277
Tabor Mountain Recreational Society	Tabor Mountain Strategic Plan and Implementation	DPG	Prince George		\$ 25,000
Skyline Forestry Consultants	Innovative Forest Harvesting and Renewal Treatments Across the Climatic Range of Douglas-fir - IDF Research	Various	Provincial		\$ 768,000

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
NAZBEC Limited Partnership	NAZBEC Mountain Pine Beetle Rehabilitation	DQU	Quesnel	Nazko First Nation	\$ 1,036,152
West Boundary Community Forest Inc.	Rock Creek Ecosystem Restoration Project (WBCF)	DSE	Rock Creek		\$ 23,000
SERNbc	Restoring Endangered Whitebark Pine Ecosystems in Skeena Region	Various	Smithers area		\$ 10,000
B.A. Blackwell & Associates Ltd.	Post Wildfire OGMA Rehabilitation	DSQ	Squamish Lillooet RD		\$ 159,970
FLNRORD Coast Mountains	Spacing of 2nd Growth Stands	DKM	Terrace		\$ 440,000
Terrace Community Forest LLP	Silviculture Strategy for Terrace Community Forest LLP	DKM	Terrace		\$ 29,800
SERNbc	Road Rehabilitation	DSN	Vanderhoof		\$ 332,602
SERNbc	Little Bobtail Planning and Prescriptions	DPG	Vanderhoof		\$ 98,504
SERNbc	Kenny Dam Wildfire Planning and Prescriptions	DSN	Vanderhoof		\$ 85,584
Ntityix Resources LP	West Kelowna Wildfires Rehabilitation Project	DOS	Westbank First Nation, Central Okanagan RD	Westbank First Nation	\$ 10,000
Williams Lake Community Forest LP	Fdi Density Spacing - Flatrock	DCC	Williams Lake	T'exelcenc (Williams Lake Band)	\$ 308,139
Esk'etenc First Nation (Alkali Resource Management Ltd.)	Esk'etenc Wildfire Risk Management	DCC	Alkali Lake	Esk'etenc (Alkali Lake Indian Band)	\$ 60,000
Alkali Resource Management Ltd.	Esk'etenc Mule Deer Habitat Restoration	DCC	Alkali Lake	Esk'etenc (Alkali Lake Indian Band)	\$ 6,518
Alkali Resource Management Ltd.	Mule Deer Winter Range Restoration	DCC	Alkali Lake		\$ 79,500
SERNbc	Northeast Region Linear Disturbance Restoration	Various	Fort St. John Area		\$ 303,050
Taan Forest	Haida Gwaii Enhanced Silviculture 2018	DQC	Haida Gwaii	Haida Nation	\$ 377,075
Xaxli'p Community Forest Corp.	Prescribed Burn in Xaxli'p Survival Territory - Phase 1	DCS	Lillooet Pavillion TNRD	Xaxli'p	\$ 18,026
Penticton Indian Band	Garnet Valley Enhancement - Ungulate Winter Range - Phase 1	DOS	Penticton Indian Band, Okanagan Similkameen RD (near Penticton)	SnPink'tn (Penticton Indian Band)	\$ 94,113
Penticton Indian Band	Garnet Valley Ungulate Winter Range Enhancement, Phase 2	DOS	Okanagan Similkameen RD (near Penticton)	SnPink'tn (Penticton Indian Band)	\$ 110,026
FOREST CARBON					
Lower North Thompson Community Forest Society	Forest Fertilization to Improve the Health, Growth, & Resilience within the Lower North Thompson Community Forest	DTR	Barriere		\$ 196,084

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
Pinnacle Renewable Energy Inc.	Forest Carbon - Not Burning Residuals	DND	Bulkley Nechako RD (Burns Lake)		\$ 93,496
Central Chilcotin Rehabilitation Ltd.	Central Chilcotin Rehabilitation Ltd. - Fire Hazard Reduction/Rehab	DCC	Cariboo RD (near Williams Lake)	T'si del del (Alexis Creek First Nation) and Tl'etinqox (Anaham)	\$14,000,000
C&C Wood Products Ltd.	Nazko Burnt Pine Salvage	DQU	Cariboo RD (near Quesnel)	Nazko First Nation	\$ 2,000,000
Central Chilcotin Rehabilitation Ltd.	Central Chilcotin Rehabilitation Ltd. - Douglas-fir Rehabilitation	DCC	Cariboo RD (near Williams Lake)	T'si del del (Alexis Creek First Nation) and Tl'etinqox (Anaham)	\$ 7,500,000
Forsite Consultants Ltd., Strategic Natural Resource Consultants Inc., Zanzibar Holdings Ltd, West Fraser Mills Ltd, Williams Lake Indian Band, SERNBC, Silverwood Natural Resource Consultants, Silvicon Services Inc.	2017 FCI Survey Project	DCC	Cariboo RD (near Williams Lake)	T'exelceme (Williams Lake Band)	\$ 4,550,000
Terraforma Environmental	Road Rehabilitation in the Chilcotin	DCC	Cariboo RD (near Williams Lake)	Tl'etinqox (Anaham)	\$ 131,250
Zanzibar Holdings Ltd., Office Of the Chief Forester-FLNRORD	Cariboo Wildfire Forest Carbon Reforestation	Various	Cariboo RD (100 Mile House, Williams Lake, Quesnel)		\$65,000,000
Ntityx Resources LP	Trepanier Wildfire Rehabilitation	DOS	Central Okanagan TD (Peachland)	Westbank First Nation	\$ 116,023
Little Prairie Community Forest Inc.	Pine Recovery & Stand Rehabilitation	DPC	Chetwynd		\$ 500,000
The Cowichan Tribes	Riparian Restoration Project (Cowichan)	DSI	Cowichan Valley RD	Khowutzun (Cowichan Tribes)	\$ 300,894
SERNBC	North East Rehabilitation Program	DPC	Fort St. John Area		\$ 226,250
Arrow Transportation Systems Inc.	Incremental Haul	DKA	Kamloops		\$ 398,160
Pacific Bioenergy	McBride Community Forest - Grinding Roadside Residuals	DPG	McBride		\$ 726,000
Weyerhaeuser Company Limited	16 year Re-measurement of Grant Creek Spacing and Fertilization Trial	DOS	Okanagan Similkameen RD		\$ 53,000
Weyerhaeuser Company Limited	Fertilization TFL59 Phase 1	DOS	Okanagan Similkameen RD		\$ 113,640
Weyerhaeuser Company Limited	Fertilization TFL59 Phase 2	DOS	Okanagan Similkameen RD		\$ 966,040
University of British Columbia	Planning for Reforestation and Rehabilitation in Future Climates	Various	Provincial		\$ 150,000
Westland Resources Limited	Elevating Carbon Stewardship at the Block Level	Various	Provincial		\$ 90,000
University of British Columbia	Improved Volume & Carbon Decision Support for Fertilization Projects	Various	Provincial		\$ 30,000
Keefer Ecological Services	Supporting Range-wide Whitebark Pine Regeneration	Various	Provincial		\$ 180,950
FLNRORD - Forest Carbon Initiative, FLNRORD - Chilliwack Natural Resource District, Western Forest Products Inc., B.A. Blackwell & Associates Ltd.	Forest Carbon Fertilization Project	Various	Provincial		\$ 6,985,020
Weyerhaeuser Company Limited	Work Plan for Provincial Foliar Sampling Database	Various	Provincial		\$ 12,200

RECIPIENT	PROPOSAL NAME	FOREST DISTRICT	LOCATION	FIRST NATIONS	TOTAL APPROVED
Bulkley Valley Research Centre	Multiple Seedlots to Increase Carbon Sequestration	Various	Provincial		\$ 72,000
FLNRORD - Operations	Soil Carbon Stocks	Various	Provincial		\$ 50,000
NAZBEC Limited Partnership	Nazbec Quesnel Rehab	DQU	Quesnel	Nazko First Nation	\$ 2,677,000
Brinkman & Associates Reforestation Ltd.	Skeetchestn Forest and Riparian Restoration	DTR	Savona	Skeetchestn Indian Band	\$ 200,000
Bulkley Valley Research Centre	Skeena Region Whitebark Pines Seed Collection	Various	Smithers Area		\$ 60,000
Applied Mammal Research Institute	Thinning, Fertilization, and Carbon Sequestration	DOS	Summerland		\$ 38,484
FLNRORD - Forest Carbon Initiative, Western Forest Products Inc., B.A. Blackwell & Associates Ltd., Erafor Forestry Ltd., FLNRORD - Chilliwack Natural Resource District	Roads and Staging for Fertilization Application	Various	Various		\$ 1,211,070
FLNRORD - Forest Carbon Initiative, Western Forest Products Inc., B.A. Blackwell & Associates Ltd., Erafor Forestry Ltd., FLNRORD - Chilliwack Natural Resource District	Fertilization Application	Various	Various		\$ 309,614
Hedberg and Associates Consulting Ltd., silvicon Services Inc, Strategic Natural Resource Consultants Inc., Office Of the Chief Forester-FLNRORD, Forsite Consultants Ltd., FLNRORD-Forest Carbon Initiative, Erafor Forestry Ltd.	Provincial Forest Carbon Reforestation Project	Various	Various		\$15,000,000
Timberwest Forest Corp., Western Forest Products Inc., Strategic Natural Resources Consultants Inc., B.A. Blackwell & Associates Ltd.	2017 FCI Fertilization Surveys	Various	Provincial		\$ 343,466
Pacific Bioenergy	Forest Residual Grinding in Quesnel District	DQU	Cariboo RD (Quesnel)		\$ 1,456,758
BCTS Kootenay Business Area	Fibre Recovery in Baker Mt Road Area	DRM	Cranbrook		\$ 100,345
Logan Lake Community Forest	Logan Lake Community Forest Mountain Pine Beetle Rehabilitation	DTR	Logan Lake		\$ 715,000
Valley Carriers Ltd.	Use of a Slash Bundler for Biomass Recovery	DCS	Merritt		\$ 179,600
NAZBEC Limited Partnership	NAZBEC Development, Grinding & Sort Yard	DQU	Quesnel	Nazko First Nation	\$ 2,672,254
Red Mountain Resort	Run Glading Fibre Recovery	DSE	Rosland		\$ 38,500
Skeena Sawmills Ltd.	Biomass from Thinning Overdense Stands	DKM	Terrace		\$ 370,070
Ledcor Forest Products Partnership	Debris Pile Grinding DH922K	DTR	Thompson Nicola RD (near Merritt and Kamloops)		\$ 86,800

Financial Highlights

FESBC complies with all requirements associated with being a B.C. Government Financial Reporting entity. To establish a lean and efficient organization, FESBC has retained PricewaterhouseCoopers as a 3rd party delivery agent and has appointed KPMG as its auditor for two fiscal years.

Statement of Operations

	Budget	Mar 31, 2018 ¹	Dec 31, 2016 ²
REVENUES			
Deferred contributions recognized	\$ 33,725,025	\$ 12,819,504	\$ 570,131
Other	-	325	15,000
	33,725,025	12,819,829	585,131
EXPENSES			
Amortization	-	13,773	4,312
Grants issued	31,175,000	10,589,334	129,000
Grant administration	1,558,750	1,064,343	26,342
Occupancy	39,800	60,005	24,950
Office and general	28,419	53,649	19,478
Professional fees	89,850	206,647	178,667
Salaries and benefits	666,879	652,955	138,540
Travel and transportation	166,327	179,123	63,842
	33,725,025	12,819,829	585,131
Annual surplus	\$ -	\$ -	\$ -

¹ 15 month period from January 1, 2017 to March 31, 2018

² Period from incorporation February 16, 2016 to December 31, 2016

Statement of Financial Position

	Mar 31, 2018	Dec 31, 2016
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 133,204,577	\$ 85,697,141
Investments	93,959,113	-
GST receivable	16,164	4,455
	<u>227,179,854</u>	<u>85,701,596</u>
LIABILITIES		
Accounts payable and accrued liabilities	59,371	108,975
Deferred contributions	227,165,657	85,619,692
	<u>227,225,028</u>	<u>85,728,667</u>
Net debt	(45,174)	(27,071)
NON-FINANCIAL ASSETS		
Tangible capital assets	27,410	21,007
Prepaid expenses	17,764	6,064
	<u>45,174</u>	<u>27,071</u>
Accumulated surplus	\$ -	\$ -

Approved by the Board



 Director



 Director

FESBC Purposes

"Our five purposes are preventing and mitigating the impact of wildfires, improving and supporting the use of fibre from damaged and low-value forests, improving habitat for wildlife, and/or treating forests to improve the management of greenhouse gases. This is very important work our funded partners are doing, and we're starting to see the results."

Steve Kozuki, FESBC Executive Director



Wildfire Risk Reduction

Wildfire risk reduction and impact mitigation is accomplished by reducing and managing forest fuels around communities, physical infrastructure, wildlife habitat, emergency access and escape routes and planting trees to accelerate post-wildfire recovery.

A project in Ellis Creek, just outside of Penticton, is thinning the overstory. The site will realize a reduction in crown fuel quantity and continuity and significantly reduce the opportunity for the stand to support a crown fire. A prescribed burn will reduce existing surface fuels and the fuels from the thinning activity. The combined treatments will ensure any future wildfire within the stand will exhibit lower fire behavior. The resulting stand will be more fire resilient and won't support aggressive and intense crown fire. Trees retained on site will contribute to multiple values including wildlife, visual quality and carbon sequestration.

This area also contains critical bighorn sheep winter range habitat. Over time these grasslands have been eroded. Thinning the overstory will reduce stand density and enhance the grasslands. This will support winter browse, better site lines for predator avoidance, and better mobility through the stands.



Project Ellis Creek Phase 1,
Thin and Prescribed Burn
Proponents Regional District Okanagan
Similkameen and City of Penticton
Partners Okanagan Nation Alliance,
Penticton Indian Band,
B.C. Wild Sheep Society

"The work on this important project is possible because of FESBC and may not have been undertaken under any other funding program. The project has resulted in a collaborative working model between First Nations, provincial and local governments and the private sector and is being emulated on similar projects in the valley."

John Davies, RPF, Wildfire Management Specialist

Fibre Recovery

Woody biomass is left over after forest harvesting takes place. Forest operators have a legal obligation to reduce fire hazards after harvest and will often burn the woody biomass at road side. Part of the challenge in utilizing this biomass is economics – the value of the biomass is lower than the cost to ship it to a facility. FESBC supports using more fibre from B.C.'s forests when it makes sense to do so by transporting post-harvest woody debris to facilities that process secondary forest products such as pulp mills, pellet plants and co-generation electricity plants.

In the Williams Lake area, salvage logging of forests damaged by wildfires in 2017 resulted in significant accumulations of road-side logging debris that will now be made available to biomass processing plants. Biomass is chipped and hauled to a plant rather than burnt to mitigate fire hazard. This project recovers fibre, provides carbon benefits by emissions avoidance and mitigates smoke emissions that would otherwise impact the adjacent community if piles were burned. Piles that cannot be chipped will be retained as shelter habitat for fur-bearers and prey species.



Project Williams Lake Indian
Band Fibre Recovery Project
Proponent Williams Lake
Indian Band

"We are proud to work in partnership with FESBC and proactively seek ways to address our biomass issue. Williams Lake Indian Band, Borland Creek Logging Ltd. and Sugar Cane Development Corp. have participated in the project creating employment and business opportunities. We proactively are seeking further opportunities to allow the community to continue working within the program."

Aaron Higginbottom, Senior Natural Resources and Economic Development Manager, Williams Lake Indian Band

Forest Carbon

FESBC contributes to achieving the Provincial and Federal government's climate change targets by growing more trees and planting forests on Crown land, fertilizing forests to make them grow faster to capture atmospheric carbon dioxide and using more wood from the forest by using fibre instead of burning it which potentially displaces fossil fuels

A FESBC funded forest carbon project is in the Cariboo Region, an area of the province severely impacted by the unprecedented scope and scale of the 2017 wildfires. The project involves the rehabilitation of fire-damaged areas by actively reforesting areas that would otherwise remain underproductive. By taking an active role in reforestation within these fire impacted areas, the Forest Carbon Initiative can account for and report out on the carbon benefits related to this project. This project supports the achievement of Provincial GHG reduction goals and the reforestation component of the Cariboo and Thompson Okanagan Restoration Plan.

Due to the scope and scale of wildfire impacts to young plantations, the treatments have been targeted to areas that do not require an overstory to be removed in order to conduct a reforestation treatment.



Project Cariboo Wildfire
Forest Carbon Reforestation
Proponent Office of the
Chief Forester, FLNRD

"FESBC is providing funding for the planting of 57 million seedlings on 35,000 hectares within the areas denuded by the 2017 Cariboo and Elephant Hill wildfires. These plantations are estimated to sequester at least 3.6 million tonnes of CO₂e by 2050."

Mike Madill, RPF, Forest Carbon Technical Advisor, Climate Change and Integrated Planning Branch

Wildlife Habitat Enhancement

B.C.'s forests provide many values, including wildlife habitat for animals. FESBC improves wildlife habitat by partnering with organizations like the Habitat Conservation Trust Foundation (HCTF) on a wide range of projects.

One FESBC/HCTF co-funded wildlife habitat enhancement project is the response to the extensive habitat alterations for the Chase caribou. Many populations of woodland caribou in BC are declining as a result of unsustainable predation, especially on calves, facilitated by habitat alteration. The Chase herd, estimated at 475 in 2009, was monitored intensively from 1999 to 2009, at a time when their biophysical environment was relatively stable. Since then, the Chase herd's range has undergone significant change (wildfire, mountain pine beetle, and salvage logging) and it is unclear how this population is responding to these damaged forests. The goal of this project is to assess the impacts of these recent habitat alterations on population stability and caribou behavior to better inform restoration activities. This project is one piece of a larger stewardship program lead by Tsay Keh Dene Nation, Chu Cho Environmental and Wildlife Informetrics that will blend science, traditional knowledge and active habitat management to ensure the resiliency of the herd.



Project Chase Caribou Herd Response to Extensive Habitat Alterations – Year 2

Proponent Habitat Conservation Trust Foundation

First Nations Involvement Tsay Keh Dene Nation

"In a time where wildlife habitat and populations are under increasing pressures, it's more important than ever that conservation dollars be invested wisely. This partnership is a great example of FESBC and HCTF leveraging their unique strengths toward the shared goal of protecting wildlife and habitat in B.C."

Brian Springinotic, CEO, HCTF

Stand Rehabilitation

FESBC contributes to improving B.C.'s damaged or low-value Crown forests by creating conditions resulting in healthy and resilient forests that better provide the full range of values including timber supply.

A FESBC funded project in the North Island Central Coast Forest District in the Regional District of Mount Waddington is treating free-growing stands previously planted with high-value Western Red Cedar (Cw), which have filled in naturally with lower-value Western Hemlock (Hw) which is out-competing the Cw for growing space. The treatment includes pre-commercial thinning of Hw around individual Cw trees to increase the composition of Cw in the stand to enhance stand value. Western hemlock removed from the stand will decompose on the forest floor and provide additional nutrients to the soils. Once the stand tending has been completed, the Cw leading forest will be considered for future incremental investments in fertilization through the Forest Carbon Initiative or the Forest-For-Tomorrow programs. A fertilization investment would increase the trees' crown size and absorb additional carbon dioxide generating larger trees for future opportunities.



Project Improving Stand Value
Opening - Cw Release in the North
Island Central Coast Forest District

Proponent Strategic Natural
Resource Consultants Inc.

First Nation Involvement Members of the
Quatsino First Nation and 'Namgis First Nation

"As a professional forester, I'm proud to be making a strategic adjustment to this stand to promote the successful regeneration of high value culturally significant Western Red Cedar to ensure tomorrow's forest is diverse, healthy and capable of producing a wide range of ecosystem services for generations to come."

Jason Hutchinson, RPF, Strategic Natural Resource Consultants Inc.

Looking Forward

FESBC is well-positioned to continue the successful delivery of a carefully-crafted program of initiatives that serve the needs of British Columbians, now and into the future. This work is more important than ever, given that the forces of climate change, insect epidemics, and catastrophic wildfire events are impacting B.C.'s forests.

We as British Columbians are deeply inspired by forest enhancement because we see value in protecting communities from wildfire risk, reducing greenhouse gases, and improving wildlife habitat. We also know there are a multitude of additional co-benefits, including increasing First Nations participation in the forest economy, improving timber supply, increasing employment in rural economies, and increasing ecological sustainability.

FESBC has partnerships with many organizations throughout B.C. including the Union of BC Municipalities, numerous First Nations, Federation of BC Woodlot Associations, BC Community Forest Association, Habitat Conservation Trust Foundation, forest companies, and many, many others. These outstanding organizations, along with dedicated FESBC staff, are delivering projects that will provide benefits for generations to come.

Being a Crown Agency, FESBC is an arm of the B.C. government that very much complements the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). FESBC and FLNRORD collaborate closely to serve the needs of British Columbians and in doing so, our strategic thinking is guided by long-term perspectives, on the scale of the life-span of trees or several human generations.

While we are very proud of our progress, we also know much more work remains to be done. With so many organizations, communities, and individuals working together and committed to forest enhancement, there is no doubt we will achieve our shared vision of enhanced forest resilience for the lasting benefit of British Columbia's environment, wildlife, forest health, and communities.



Steven F Kozuki, RPF
Executive Director
Forest Enhancement Society of B.C.



101 ~ 925 McMaster Way, Kamloops, BC, V2C 6K2

Toll-Free: 1.877.225.2010 Local: 1.778.765.0980

WWW.FESBC.CA



Forest Enhancement
Society of British Columbia



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

January 31, 2019

The Honorable Nancy Cooper
Mayor
City of Salmon Arm
PO Box 40
Salmon Arm, British Columbia V1E 4N2

Dear Mayor Cooper:

We are pleased to notify you that your annual financial report for the fiscal year ended December 31, 2017, qualifies for a Canadian Award for Financial Reporting (CAnFR). The Canadian Award for Financial Reporting recognizes excellence in governmental accounting and financial reporting and represents a significant accomplishment by a municipal government and its management.

When a Canadian Award for Financial Reporting is awarded to a government, a Canadian Award for Financial Reporting Achievement is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the CAnFR. Accordingly, an Award for Financial Reporting Achievement for **Monica R. Dalziel, CPA, CMA, Chief Financial Officer**, is enclosed.

We hope that you will arrange for a formal presentation of both the CAnFR and the Canadian Award for Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. To assist you in this regard, a sample news release is enclosed.

We hope that your example will encourage other government officials in their efforts to achieve and maintain excellence in their own financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services Center

Enclosures



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

January 31, 2019

For more information, contact:

Michele Mark Levine, Director/TSC

Phone: (312) 977-9700

Fax: (312) 977-4806

E-mail: Mlevine@gfoa.org

(Chicago) - The Canadian Award for Financial Reporting has been awarded to **City of Salmon Arm, British Columbia** by Government Finance Officers Association of the United States and Canada (GFOA) for its annual financial report. The Canadian Award for Financial Reporting Program was established to encourage municipal governments throughout Canada to publish high-quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports. Its attainment represents a significant accomplishment by a government and its management.

A Canadian Award for Financial Reporting Achievement has been awarded to the individual(s) or departments designated as primarily responsible for preparing the award-winning report. This award has been presented to: **Monica R. Dalziel, CPA, CMA, Chief Financial Officer.**

The annual financial report has been judged by impartial Canadian Review Committee members to meet the high standards of the program, including demonstrating a constructive "spirit of full disclosure" designed to clearly communicate the municipality's financial story and to motivate potential users and user groups to read the report.

Government Finance Officers Association is a major professional association servicing the needs of nearly 20,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington, D.C.



Government Finance Officers Association
of the United States and Canada

presents this

**CANADIAN AWARD FOR
FINANCIAL REPORTING ACHIEVEMENT**

to

**MONICA R. DALZIEL, CPA, CMA
CHIEF FINANCIAL OFFICER**

CITY OF SALMON ARM, BRITISH COLUMBIA

The Canadian Award for Financial Reporting Achievement is presented by Government Finance Officers Association to those individuals who have been instrumental in their government unit's achieving a Canadian Award for Financial Reporting. A CAnFR is presented to those government units whose annual financial reports are judged to adhere to program standards.

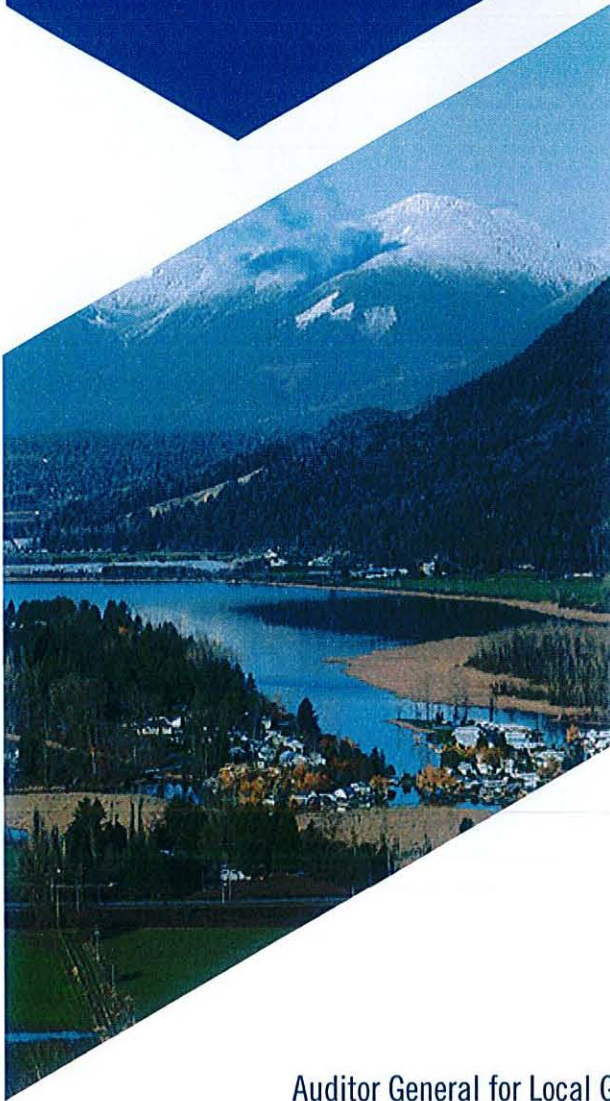
Executive Director

Christopher P. Morrell

Date

JANUARY 31, 2019

AGLG



ANNUAL SERVICE PLAN

2019/20-2021/22

Auditor General for Local Government of British Columbia



**AUDITOR GENERAL FOR
LOCAL GOVERNMENT**

ACCESSIBILITY • INDEPENDENCE • TRANSPARENCY • PERFORMANCE



MESSAGE FROM THE AUDITOR GENERAL FOR LOCAL GOVERNMENT

I am pleased to present the 2019/20-2021/22 Annual Service Plan for the office of the Auditor General for Local Government (AGLG), as required by section 22 of the *Auditor General for Local Government Act*.

This service plan sets out our plans for 2019/20 and the following two years. It outlines how we will deliver on our mandate through our local government performance audits and the related work that we do.

In presenting a service plan this year, it is important to note that our *Act* required a five-year review by government of the *Act* and our office. An external review was completed in late 2018, with the results and recommendations communicated shortly after we had written this service plan. We prepared this plan knowing that we may need to make some amendments to our work plans during the year, depending on the results of the review. Because of this, we continue with the directions set out in our recent service plans, carrying out performance audits and our related activities to assist local governments in the work that they do and will make any changes required as we fully consider the recommendations presented.

While our audit work is built on and driven by professional standards, it is the skills and efforts of our people that enable our continued success. As a relatively young and small office, we remain committed to developing and maintaining an effective team in a supportive work environment.

We also commit to supporting reconciliation by working with Indigenous peoples in a spirit of respect and collaboration.

One constant for us over the last several years has been positive feedback on the engagement work we do. Surveys confirm that local governments make changes as a result of our work and the sharing of our audits and related information continues to be well received by local governments and other interested stakeholders. We believe that the broader we can share our learnings, the greater the positive impact we will see in all communities. For this reason, we will expand these efforts this year. The recent municipal elections provide us with the challenge and opportunity to help build capacity and enhance awareness of our work with newly elected officials.

2019/20 may bring changes to our office; we believe that change brings with it opportunity.

Gordon Ruth, FCPA, FCGA
Auditor General for Local Government
Surrey, B.C.

MESSAGE FROM THE CHAIR OF THE AUDIT COUNCIL

The Audit Council is responsible for reviewing and monitoring the performance of the office of the Auditor General for Local Government (AGLG). The Audit Council carries out this responsibility as stated in Section 19 (1) of the *Auditor General for Local Government Act* by commenting on the extent to which the AGLG's Annual Service Plan supports the AGLG's role in assisting local governments with their accountability to their communities by improving the effectiveness of their operations.

The Audit Council recognizes that the timing of this year's Annual Service Plan coincides with a five-year review undertaken by government and that the results of this review have only recently been communicated prior to the publication of this service plan. As a result, the Audit Council agrees with the AGLG strategy to continue with a focus on performance audits and related activities as stated in recent service plans. However, it is worth noting that we may make changes based on the recommendations contained in the review.

As in past service plans, the Audit Council recognizes the importance of the AGLG's strategy to consult with local governments and other stakeholders in the development of audit plans and the identification of emerging issues. The Audit Council supports the AGLG's decision to increase the number of stakeholder engagement sessions and especially supports the AGLG's commitments to Indigenous peoples and the sharing of any learning with First Nations. We are proud to note that our office is located on the lands of the Coast Salish peoples.

The AGLG has continued to focus on the six previously stated audit themes. On review, the existing audit themes capture the breadth, complexity and interrelatedness of issues facing local governments. It is worth to note that feedback from the UBCM was consistent with this view.

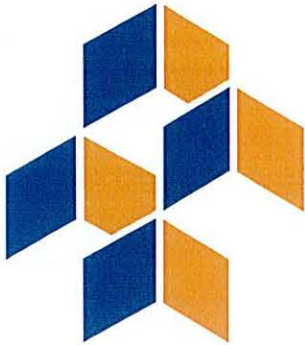
The Audit Council remains committed to providing the AGLG quality expertise and advice to assist the AGLG in bringing value to local governments, taxpayers and other stakeholders. The Audit Council fully supports the office of the AGLG's direction as outlined in the service plan.

On behalf of the Audit Council,



Anthony Ariganello, FCPA, FCGA
Chair, Audit Council

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The office of the Auditor General for Local Government acknowledges that our office is in the territories of the Coast Salish peoples.

INTRODUCTION

The office of the Auditor General for Local Government (AGLG) was established to strengthen British Columbians' confidence in their local governments' stewardship of public assets and the achievement of value for money in their operations.

We are committed to being a valued resource for local governments and others with an interest in local governments delivering value for tax dollars. Our work reflects our independence and our ability to produce reliable, fact-based information on the performance of local governments.

Service plans and annual reports combine to play a key role in ensuring our accountability to the Province of B.C., taxpayers and local governments. This document also fulfills one of our requirements under Section 22 of the *Auditor General for Local Government Act*.

This plan provides an overview of the work we will undertake over the next three years, with particular attention to 2019/20, during which we will move forward with work on new performance audit topics as well as enhanced efforts at engagement with local governments and others with an interest in our work.

It outlines how we will approach our work, including performance audits, additional AGLG Perspectives booklets and other initiatives aimed at sharing the good practices of local governments that we identify through our audit work.

WHAT IS A PERFORMANCE AUDIT?

A performance audit—sometimes called a 'value for money' audit—is an unbiased examination, carried out following professional auditing standards, to assess whether a service, program or project is being carried out with due regard to economy, efficiency and effectiveness (see the Key Performance Audit Terms below for definitions of these terms).

A performance audit uses specific criteria that are determined in advance to measure how the service being audited is performing. In cases where an audit identifies good practices that could benefit others, our audit report highlights these so other local governments can benefit.

Likewise, when we identify an area where there is room for improvement, we identify this too, in order to help the local government improve the economy, efficiency and effectiveness of the service.

Performance audits are different from the financial audits all B.C. local governments have completed each year. Financial audits focus on compliance and ensuring that financial statements are fairly and reliably stated.

KEY PERFORMANCE AUDIT TERMS

ECONOMY refers to the acquisition of the appropriate quality and quantity of financial, human and physical resources at the appropriate times and at the lowest cost.

EFFICIENCY refers to the use of financial, human and physical resources such that output is maximized for any given set of resource inputs, or input is minimized for any given quantity and quality of output provided.

EFFECTIVENESS refers to the achievement of the objectives or other intended effects of programs, operations or activities.

MAP OF BRITISH COLUMBIA'S LOCAL GOVERNMENTS



This map shows the locations of British Columbia municipalities and regional districts falling under the purview of the AGLG. The map does not include the Greater Vancouver Water District, the Greater Vancouver Sewerage and Drainage District or any of the other local government-controlled entities that also fall under the purview of the AGLG.



MVRD
Metro Vancouver
Regional District



CRD
Capital Regional District

British Columbia's 27 regional districts are indicated on the map by numbers corresponding to Statistics Canada's numbering under the Standard Geographical Classification.

59 Northern Rockies *	29 Sunshine Coast
57 Stikine **	27 Powell River
55 Peace River	26 Strathcona
53 Fraser-Fort George	25 Comox Valley
51 Bulkley-Nechako	23 Alberni-Clayoquot
49 Kitimat-Stikine	21 Nanaimo
47 Skeena-Queen Charlotte	19 Cowichan Valley
45 Central Coast	17 Capital
43 Mount Waddington	15 Metro Vancouver
41 Cariboo	9 Fraser Valley
39 Columbia-Shuswap	7 Okanagan-Similkameen
37 North Okanagan	5 Kootenay Boundary
35 Central Okanagan	3 Central Kootenay
33 Thompson-Nicola	1 East Kootenay
31 Squamish-Lillooet	

* Northern Rockies is not a regional district. It is incorporated as a regional municipality.

** Stikine is not a regional district. It is an unincorporated region administered by the Province of British Columbia.

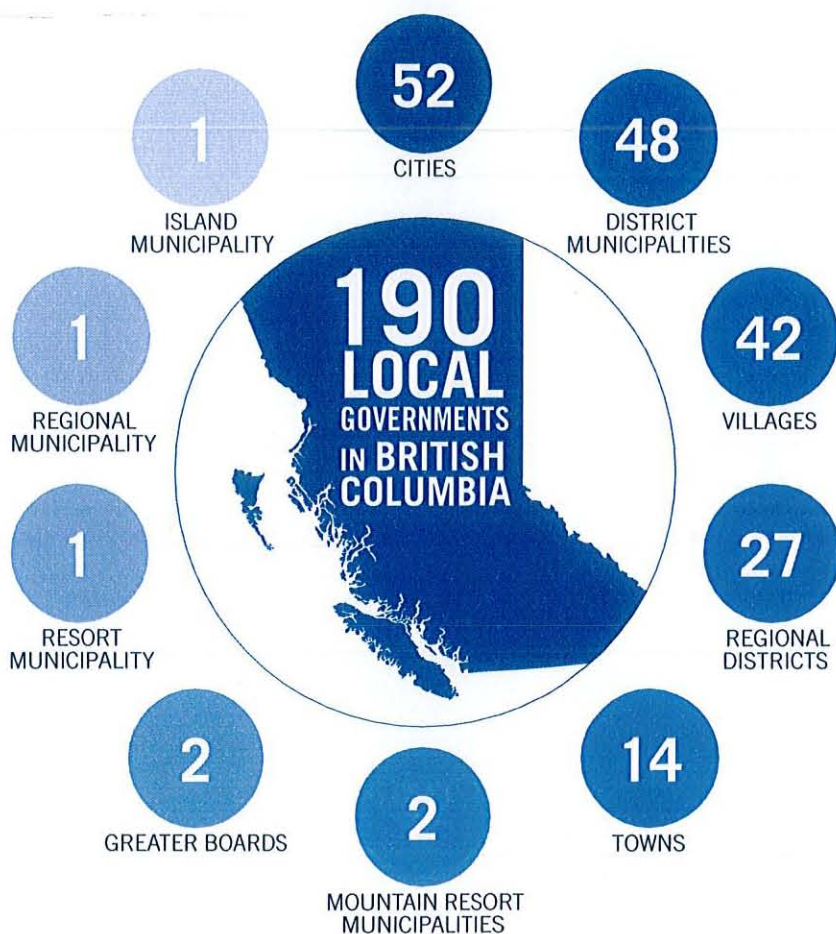
BRITISH COLUMBIA'S LOCAL GOVERNMENTS

Local governments provide services based on local needs, interests, priorities and available resources. These can vary significantly from one community and region to another.

Even in areas of operation that are common to all local governments, there may be a wide range of approaches and levels of complexity from one local government to another.

In our work, we recognize that the local governments we audit are unique entities of varying sizes and complexity, with very different capacities in addressing the needs of their citizens.

Our work reflects this diversity, examining issues relevant to many local governments and acknowledging that there are no one-size-fits-all solutions for local governments.



Source: Ministry of Municipal Affairs and Housing, Local Government Division statistics.

LOCAL GOVERNMENT SERVICES

Local governments have broad service authority and may provide a variety of services that reflect their communities' needs and desires. The specific services offered by local governments vary widely from one community to the next. Many of these services fall into eight general categories:

TRANSPORTATION—road networks, transit and local airports

PROTECTION—police, fire prevention and suppression and emergency response services

ENVIRONMENT—water supply, treatment and distribution, storm and waste water collection, treatment and disposal, refuse collection and disposal

RECREATION AND CULTURE—arts and cultural facilities, recreation centres, playing fields, parks, trails and libraries

INFRASTRUCTURE MAINTENANCE—maintenance, operations and contract management of existing infrastructure assets

LAND-USE PLANNING AND DEVELOPMENT SERVICES—real estate-related planning and development, bylaw enforcement, licensing and inspections, zoning and permitting

ECONOMIC DEVELOPMENT—encouraging local economic activity and health, including enhancing employment and local governments' revenue generation and diversification

OTHER REGULATION—such as animal control, public health and business licensing

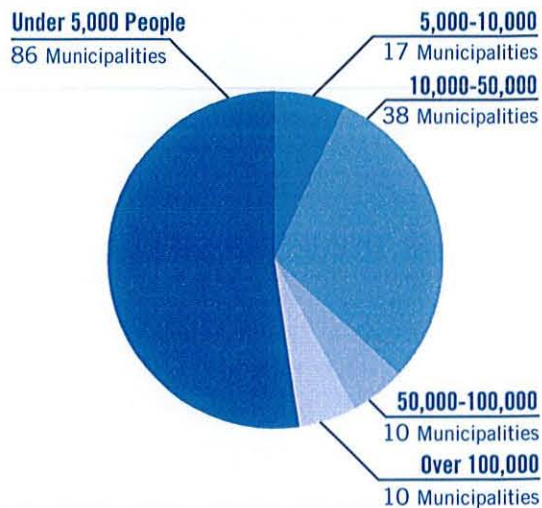
Regional districts provide the services that their member municipalities, unincorporated electoral areas and residents want or need and are prepared to pay for, including many of the services listed above. These may include regional parks and recreation, emergency services (for example, 9-1-1 service), land-use planning and the extension of utilities and fire protection to unincorporated areas within their boundaries.

POPULATION SIZE AND GEOGRAPHY

The physical size of a community, its population, its proximity to other communities and the nature of its regional district—or in the case of two regions in B.C., the absence of one—influence the services a local government may offer.

POPULATION DENSITY OF B.C. MUNICIPALITIES

Approximately 89 per cent of British Columbia's population lives in one of 161 different municipalities. The remaining 11 per cent live in unincorporated areas within Regional Districts, except for Stikine, which is administered by the Province of B.C.



Source: Number of municipalities by population size based on Ministry of Municipal Affairs and Housing, Local Government Division statistics.

Municipalities in British Columbia range in population from small villages of fewer than 100 persons to large cities exceeding 650,000 in population, with a median of about 4,500 people. There is similarly a wide range in the geographic size of municipalities, from 62 hectares to 8,500,000 hectares.

With this kind of diversity—which is also reflected in differences among regional districts, greater boards, local government-controlled organizations and other bodies—it is not surprising that local governments have a wide range of strengths, challenges and priorities.

HISTORY AND RESIDENT EXPECTATIONS

Another factor contributing to the diversity of local government services is the history and culture of each local government. Some local governments may choose to offer a consistent set of services to meet the long-standing expectations of residents. Others may be more inclined to change their services more frequently in response to residents' evolving needs and demands. Again, there are many differences and few generalities that can be consistently applied across local governments.

REVENUE GENERATION

Local governments generate revenue in a variety of ways. Property taxes have traditionally been the primary source of local government revenues, supplemented by other tax levies and user fees. Population size, the rate of change in population, the extent and nature of local economic activity and a community's current socio-economic circumstances may influence the ability of a local government to generate revenue.

EMERGING TRENDS

As society changes and new issues emerge in our communities, the selection of services a local government offers may also evolve; emerging issues may compel some local governments to adjust their priorities and service offerings.

Aging local government infrastructure is another issue affecting the services B.C. local governments offer. The magnitude of this issue varies depending on the age and state of a particular local government's infrastructure such as water and sewer systems, road networks and buildings. Weather effects related to the changing climate may also affect infrastructure and planning in local governments to varying degrees.

WHAT THIS MEANS TO THE AGLG

The differences between local governments make it clear that our work must be sensitive to each local government's uniqueness. While there may be common themes across local governments, as well as consistent strengths and weaknesses in particular areas of operation, our work must take into account key differences that may affect a local government's performance.

The diversity of local governments means that each should consider the context of its particular situation when considering the recommendations and lessons learned that we highlight in our reports. This is equally true of our performance audit reports and our AGLG Perspectives booklets.

Smaller local governments will necessarily need to prioritize and scale their approaches based on their needs, capacities and circumstances. This does not mean that lessons from one local government do not apply to others, but rather that the application of those lessons in other places will often vary.

FUNDAMENTALS OF THE AGLG

MANDATE

Our mandate, set out in the *Auditor General for Local Government Act*, is:

To conduct performance audits of the operations of local governments in order to provide local governments with objective information and relevant advice that will assist them in their accountability to their communities for the stewardship of public assets and the achievement of value for money in their operations.

The *Act* defines local governments as municipalities, regional districts, greater boards, boards, commissions, corporations or other organizations that are financially controlled by one or more municipalities, regional districts or greater boards and any other local body that may be prescribed by regulation.

Currently, there are 190 municipalities, regional districts and greater boards in B.C. that fall within this definition, as well as many additional local government-controlled organizations and bodies that also fall within the purview of the AGLG.

FOUNDATIONAL PRINCIPLES

In all that we do, we are committed to furthering our four foundational principles, doing so with respect and teamwork:

INDEPENDENCE

Our credibility depends on our independence. In addition to the professional objectivity we bring to the job, the AGLG's independence is furthered by the *Auditor General for Local Government Act*, which enables us to carry out our day-to-day functions independently from local governments and with substantive autonomy from the provincial government.

PERFORMANCE

The performance audits and related studies we carry out are intended to confirm and strengthen public confidence in the economy, efficiency and effectiveness of local government operations. We provide helpful and pragmatic recommendations on where improvements can be made and draw attention to good practices when we identify them, so all local governments and taxpayers can benefit from them.

TRANSPARENCY

We are committed to transparency both in our processes and in the outcomes of our performance audits. This includes sharing audit recommendations with each audited local government before our report is released and including a summary of the local government's comments in our final report. We make our reports publicly available on our website, ensuring transparency to all British Columbians.

ACCESSIBILITY

Our commitment to accessibility starts with collecting information in an inclusive manner. We reach out to all local governments, meeting face-to-face with as many of them as possible and making every effort to respond promptly to enquiries. We also involve local governments and other interested groups directly in our audit planning. Another aspect of being accessible is ensuring that our work is relevant and meaningful to local governments. It is important to us that our performance audits and other work deal with issues local governments and taxpayers care about.

While these principles form the foundation for the work we do, we cannot achieve success working alone. Collaboration with local governments, their staff and their elected representatives is critical; the same is true of working with other stakeholders. Ensuring we have their input on our priorities is part of being accessible and fundamental to our office providing value.

THE AUDIT COUNCIL AND AGLG ACCOUNTABILITY

The Audit Council is provided for under the *Auditor General for Local Government Act* and was first appointed by the Government of British Columbia in 2012. The Audit Council plays a pivotal role in ensuring the accountability of the office of the AGLG.

The *Act* says that the Lieutenant Governor in Council may appoint at least five individuals to the Audit Council (Council) with knowledge, skills, education or experience in fields such as accounting, auditing, governance of the province, local and regional governance or another area set out in regulation. The Council plays a key role in monitoring the effectiveness of our office and supports us by providing independent guidance and advice.

The Council currently includes five members with diverse backgrounds, two in the business/ not-

for-profit sectors and three with local government experience either at the elected level or as a chief administrative officer.

The Council provides comments on our draft service plan, annual report, performance audit reports and AGLG Perspectives booklets, thereby contributing to the AGLG's effectiveness in helping bring the greatest possible value to local governments and taxpayers.

The Council also recommends to the Minister of Municipal Affairs and Housing the appointment of the AGLG and monitors and reviews the AGLG's performance. The Council assists the AGLG in being accountable to all British Columbians.

We work closely with the Council, taking advantage of its members' experience, skills and expertise. They are valued advisors in the work we do.

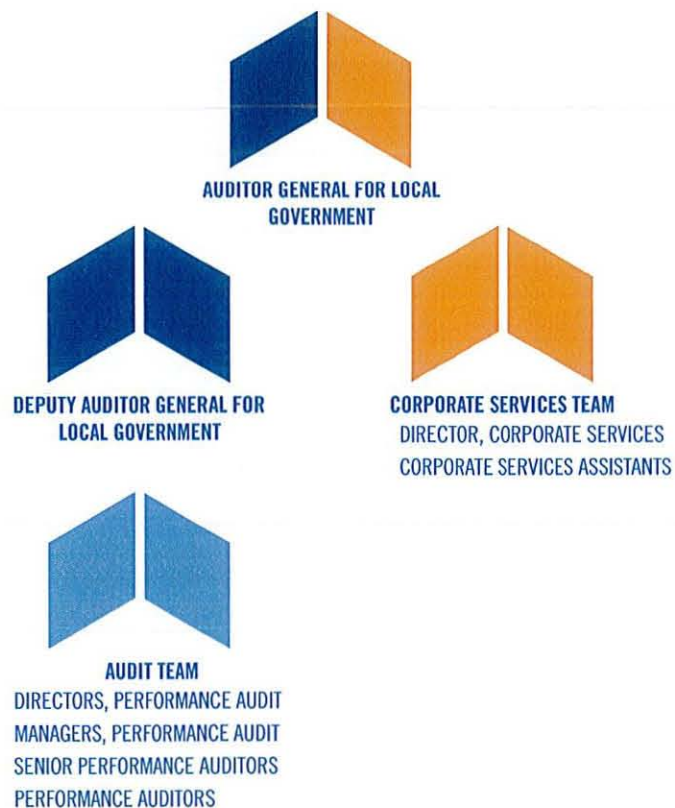


THE AGLG TEAM

The office of the Auditor General for Local Government depends on a team of highly-skilled, professional, dedicated staff for our success. We have varied backgrounds and skill sets, all of which contribute to an effective team.

Together, the members of our team are our greatest asset, dedicated to making sure the office plays a constructive role in helping B.C. local governments deliver value for tax dollars and be accountable to taxpayers.

The chart below represents the office's anticipated organizational structure for 2019/20; however, we review this annually.



PERFORMANCE AUDITING

PERFORMANCE AUDIT THEMES

Section 22 of the *AGLG Act* requires that our office's annual service plan include themes on which some or all of our performance audits may be based. We consult with the Union of B.C. Municipalities (UBCM) on our audit themes each year.

Our decisions on audit themes are closely tied to our mandate, foundational principles, goals and objectives. The process we follow in selecting audit themes is informed, unbiased, in line with professional practices and reflects input from local governments and other stakeholders.

CRITERIA IN SELECTING AUDIT THEMES

We use three key criteria in developing and reviewing performance audit themes: relevance, significance and risk.

THEME DEVELOPMENT AND REVIEW

During the initial audit planning carried out when the office opened in 2013, the AGLG identified six major themes related to local government operations. The complexity and interrelated nature of these broad themes speaks to the breadth of issues facing local governments of various sizes and complexities across the province.

Each year, we review these themes to ensure they consider and reflect any significant changes in the issues B.C.'s local governments face. As part of this review, we consider emerging issues we have encountered in our interactions with local governments, media reports and developments elsewhere.

In our judgement, these themes continue to remain relevant to the work we do and reasonably represent the breadth of services provided by local governments.

CONSIDERATIONS

RELEVANCE: Includes the applicability of the theme to local governments of various sizes, geographic areas and population densities. In addition, we take into account the likelihood that good practices might be identified that may benefit other local governments.

SIGNIFICANCE: Includes the size of expenditures, the number of people affected by the program or service, the potential size of economic, social or environmental impacts, the number of stakeholders affected and the extent of their interest and potential impact.

RISK: An assessment of the extent of risk related to the program or service after considering the checks and balances that could reduce the risk, including the program or service's complexity, maturity and the pace of change.

2019/20–2021/22 AUDIT THEMES

We list these themes here in alphabetical order, not according to priority or any other ranking. They represent a long-term view of our audit focus. We will select topics from within these themes for performance audits during the period covered by this service plan. Our website also lists our audit themes as well as the topics associated with each.

It is important to note that the *AGLG Act* requires that, in carrying out performance audits, we must not call into question the merits of a local government's objectives or policy decisions.

A. ECONOMIC DEVELOPMENT, LAND-USE AND TRANSPORTATION PLANNING AND MANAGEMENT

This theme includes economic development, revenue generation and business initiatives and partnerships. It also includes land-use planning and development, bylaws, transportation planning and management, cultural services and parks and recreation.

Local governments' stewardship of local and regional economic development, together with their commercial and industrial regulatory frameworks can have a big impact on the economic health of communities and their local governments.

The extent to which local government revenue sources are diversified can influence the well-being of a community.

Land-use and transportation planning and management also have major long-term social, economic and environmental effects on local governments. Growth pressures, financial challenges, competing interests, planning and coordination issues and links between land-use and transportation planning can affect local governments' achievement of their objectives. Likewise, parks and recreation is a significant area of responsibility for many local governments.

B. EMERGENCY MANAGEMENT AND PROTECTIVE SERVICES

This includes fire services, police services and the various aspects of emergency management (a current audit topic). Issues may include financial pressures and other resource constraints and governance and accountability challenges.

C. ENVIRONMENTAL PROGRAMS AND SERVICES

This includes local government operations related to environmental management such as drinking-water management (a current audit topic), wastewater and sewer services, solid waste services and environmental management operations. Sound environmental management is of interest to all local governments and the public. How local governments use and manage resources for this is a growing area of challenge that has an impact on public health and safety.

D. FISCAL SUSTAINABILITY PLANNING, CAPACITY AND INTERNAL OPERATIONS

This includes the management of fiscal sustainability in areas such as budgeting and forecasting, long-term financial planning, reserve planning and management, taxation and expenditure planning, debt level and structure. This theme also involves shared services and the effectiveness of service delivery arrangements and other interactions between municipalities and regional districts.

Additionally, this theme includes organizational capacity, capability and resources, particularly for smaller and more remote local governments where skill sets may not be as readily available.

It also includes other elements of local government finance, accounting and risk management operations that are foundational to the stewardship of public assets and the support of achieving value for money in a wide range of local government operations.

Internal operations include procurement, workforce planning, compensation and benefits planning and management. In addition, internal operations covers information technology and operational technology governance as well as management, information and records management, information security and privacy risk management and aspects of online government such as self-service, information and data sharing.

E. INFRASTRUCTURE SUSTAINABILITY AND INFRASTRUCTURE ASSET MANAGEMENT

This includes the management of the full life-cycle of major physical assets such as roads, bridges, buildings and utility plants for which local governments are responsible. Infrastructure assets may involve major capital and operational costs and liabilities to most local governments and are critical to achieving local government objectives.

F. OTHER (EMERGING ISSUES)

This theme provides us with flexibility during our three-year planning time frame to respond to issues that may emerge in the complex and ever-changing world of local government. This is particularly important should circumstances and issues change significantly during the period covered by this plan. For example, some local governments are actively working with partners to address homelessness. Others are finding their existing services impacted by evolving challenges such as the opioid crisis.

PERFORMANCE AUDIT TOPICS

In our audit planning, we take the identified audit themes and develop specific audit topics through a planning, risk assessment and prioritization process. This includes additional consultation with local governments and local government-related organizations as well as other key stakeholders.

Once we identify audit topics, we select local governments to participate in audits based on several factors:

- » The importance of the audit topic to the local government's operations
- » Ensuring that the range of our audits, over time, includes local governments of varying natures, sizes, and locations
- » Potential sources of good practices that may be identified and may be of value to other local governments
- » Other factors, such as the resources available to us

Similar to how we determine audit themes, we review our planned audit topics annually. Through this process, we may change our planned audit topics as priorities shift and new issues emerge.

OTHER REPORTS

In addition to performance audit reports, we also produce AGLG Perspectives booklets. These reports present information related to the topics on which we have conducted performance audits, with a view to providing tools and advice that may be useful to a wide range of local governments.

KEY STAKEHOLDERS

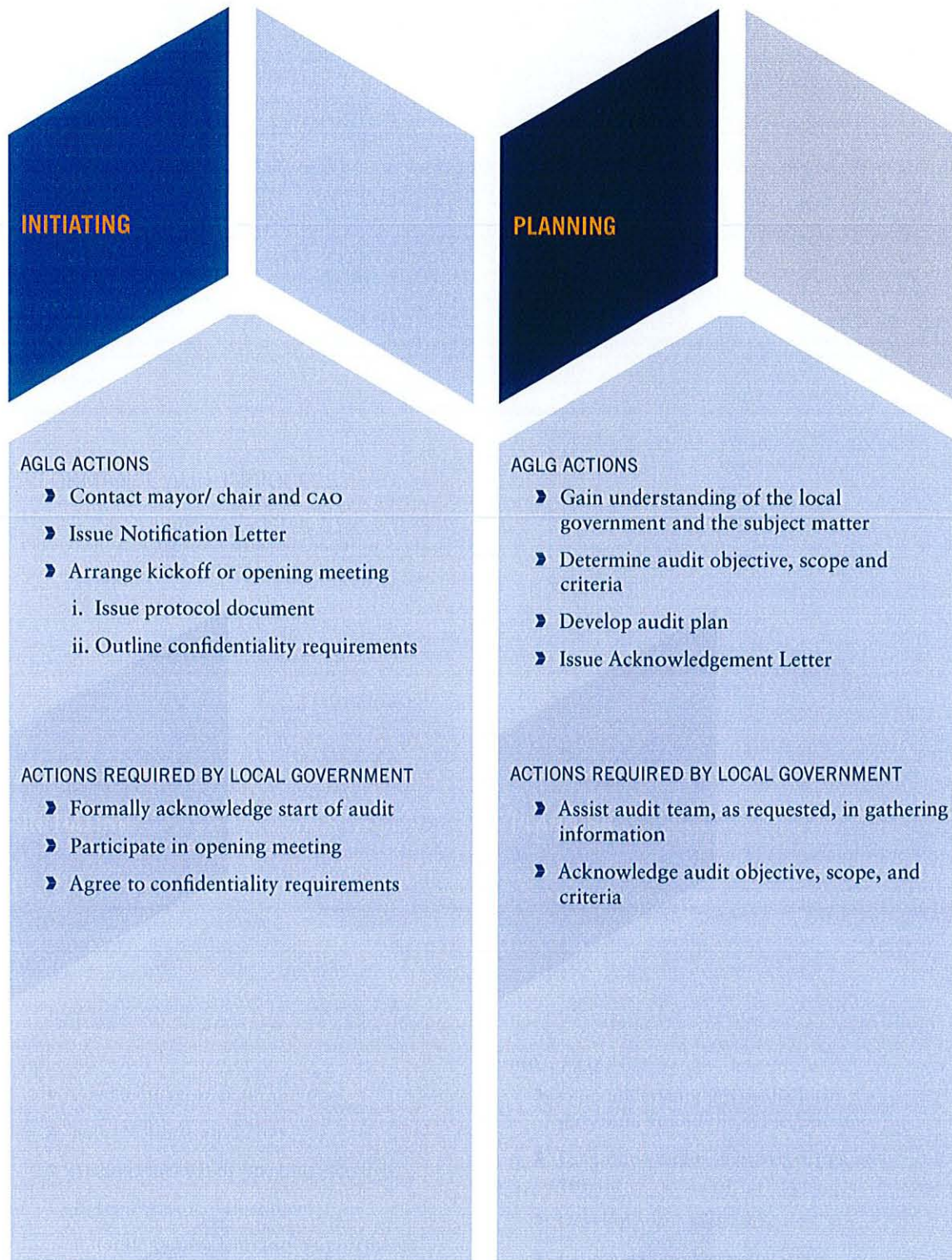
- » B.C. residents
- » Mayors and councils
- » Regional District chairs and boards
- » Boards, commissions, corporations or other organizations controlled by one or more local government
- » Local government chief administrative officers
- » Union of B.C. Municipalities and similar regional entities
- » Local government area associations
- » B.C. Mayors' Caucus
- » Local Government Management Association of British Columbia
- » Government Finance Officers Association of British Columbia
- » Unions representing employees of local governments
- » Chambers of commerce and other business and professional organizations

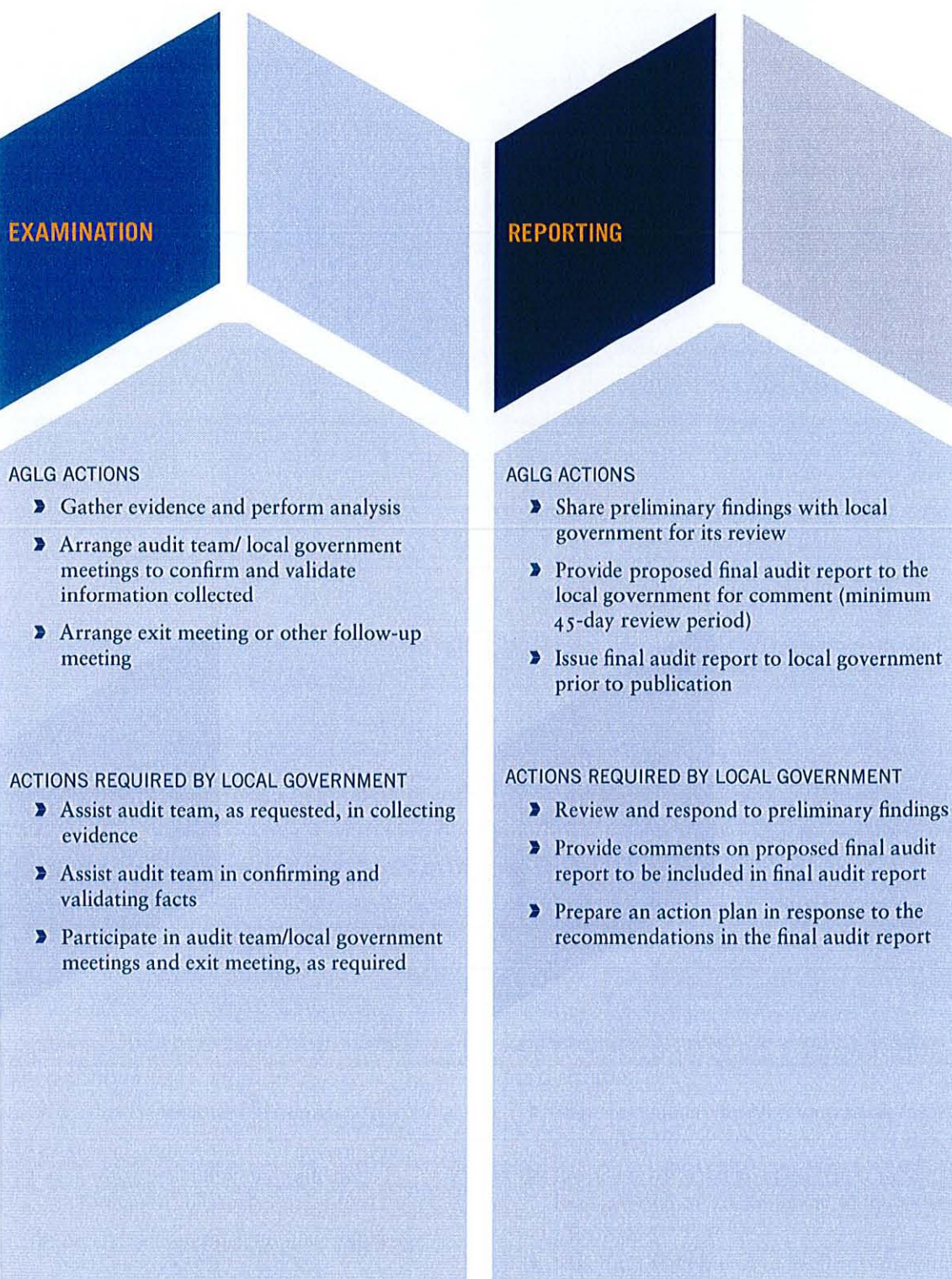
FUTURE PERFORMANCE AUDITS

During 2019/20, our audit plan is to undertake a combination of performance audits and AGLG Perspectives booklets that may be released during the year or in subsequent periods, depending on the complexity and scope of each topic selected. As part of this, we will begin work on a new audit topic related to Capital Project Management. We will also look for ways to incorporate a gender/diversity-based lens in the future work that we do.

PERFORMANCE AUDIT PROCESS

The Phases of an AGLG Performance Audit figure, below, summarizes the steps involved in each performance audit we undertake.





REPORTING

An essential aspect of our work is communicating the results of our audits to local governments so that we may assist them in their accountability to taxpayers. This is a requirement of our *Act*, making us accountable for the expenditure of tax dollars on our audit work. It also allows us to share good practices with all local governments.

We produce two different types of reports: individual local government audit reports and AGLG Perspectives booklets. Both are released publicly and are also shared through articles and presentations that we may do.

PERFORMANCE AUDIT REPORTS

We produce a report for each performance audit we complete. This report is specific to the audit, describing the work we did, the scope of the audit, the criteria we used to measure local government performance, our findings, conclusions and recommendations. Each audit report also includes a summary of the local government's response to our audit findings and, in most cases, the local government also provides an action plan to implement the recommendations.

The focus of these reports is on the local government that was the subject of the audit; however, these reports are written to include useful information that may be of interest to a broad range of local governments and other stakeholders.

AGLG PERSPECTIVES SERIES

To further provide useful information, tools and advice to a wide range of local governments, we also publish a second type of report: AGLG Perspectives booklets, to share overall learnings from a series of audits.

In developing these booklets, we draw on information we gather in the process of conducting our performance audits as well as related information of much broader applicability.

We intend to continue producing these booklets in the future and to also look for other ways to share useful information that enhances the value we bring to our stakeholders.

SHARING OUR REPORTS

Once we finalize a report, we publish it to our website, where it is available to anyone interested in its contents.

In addition, we publicly announce the release of our reports through multiple channels such as our website, news releases and social media.

POST-AUDIT

Following the completion of a performance audit, we send an evaluation questionnaire to each local government auditee. The auditee can provide feedback to us on the conduct of the audit team, the audit report as well as our process. This allows us to consider how we do our work and look for areas where we may continue to improve.

GOALS, STRATEGIC OBJECTIVES & PERFORMANCE MEASURES

Our goals and strategic objectives in this service plan are based on those we included in past AGLG service plans. This year, we have modified several of our performance measures and targets.

GOAL 1 PROVIDE LOCAL GOVERNMENTS WITH OBJECTIVE, HELPFUL ADVICE

We provide local governments with objective information and relevant advice to assist them in their accountability to their communities for the stewardship of public assets and the achievement of value-for-money in their operations.

STRATEGIC OBJECTIVE 1

We prepare and release quality audit reports and AGLG Perspectives booklets on a timely basis, consistent with our legislated mandate and service plan.

These publications meet the needs and expectations of local governments in helping them improve their operations.

Based on our current capacity, we anticipate completing an average of five performance audits and/or AGLG Perspectives booklets annually over the three-year period covered by this plan. The number may vary each year depending on the scope and complexity of the audit topics selected.

MEASURES	2019/20 TARGET	2020/21 TARGET	2021/22 TARGET
Local governments' rating of their awareness of our work (1-5 scale)	4.00	4.00	4.00
Local governments' rating of the value of our work (1-5 scale)	3.75	3.75	3.75
Auditees' average rating of satisfaction with audit reports (1-5 scale)	3.75	3.75	3.75
Auditees' average rating of professional conduct of AGLG audit staff (1-5 scale)	4.00	4.00	4.00
Percentage of recommendations accepted by auditees	90%	90%	90%

STRATEGIC OBJECTIVE 2

Our office completes its work in accordance with audit standards and practices and is a licensed practice firm regulated under the Chartered Professional Accountants of B.C.

Our audit manual includes an external review of our audit work every three years as an internal requirement.

We will continue to review and, where appropriate, enhance our performance audit practices to ensure they remain consistent with the standards in our professional community.

MEASURES	2019/20 TARGET	2020/21 TARGET	2021/22 TARGET
Positive assessment of our audit policy and practices (carried out every three years)	-	YES	-

GOAL 2 ENGAGE & CONSULT WITH LOCAL GOVERNMENTS & OTHER STAKEHOLDERS

In all of our work, we will be collaborative, share information and seek constructive input from auditees, other local governments and other stakeholders.

STRATEGIC OBJECTIVE 3

We appropriately consult with local governments and other stakeholders in the development of our audit plans and keep stakeholders informed about our work, including any emerging issues.

During 2019/20, we will expand our efforts to engage with stakeholders to increase awareness of our work. We have increased our targets to reflect this.*

This will help to inform our audit planning and decisions on where to place emphasis in our work. We will continue to complete an annual internal planning process and will carry out formal audit planning sessions with local governments and other stakeholders every three years.

In our efforts to keep stakeholders informed about our work, we will continue to participate in events where we can share our learnings with local governments and First Nation governments.

MEASURES	2019/20 TARGET	2020/21 TARGET	2021/22 TARGET
Number of formal audit planning sessions (carried out every three years)	1	-	-
Number of engagement sessions held with stakeholders*	12	12	12
Number of local government conferences and/or trade shows attended by AGLG representatives.*	4	5	6

GOAL 3 SUPPORT A PROFESSIONAL WORK ENVIRONMENT

We recognize that our most valued asset is our staff and are committed to supporting and enabling them in the work that we do.

STRATEGIC OBJECTIVE 4

AGLG staff is committed to the office's work and consider the office of the AGLG a desirable place to work where they can apply and further develop their professional skills.

We will continue to work to enhance the satisfaction of AGLG staff with the office and their jobs. We will achieve this by providing staff with clear and consistent expectations and direction, manageable workloads and the support they need to excel. Additionally, by investing in staff training,

we will enhance the skills and professionalism of our staff and their satisfaction with being part of the office.

In 2019/20 we are shifting our performance measure on training from a 'cost-based metric' to 'training hours' to reflect that not all training has a direct cost. We have also reduced the frequency of our employee-survey target to every second year to coincide with government's schedule for surveys.

MEASURES	2019/20 TARGET	2020/21 TARGET	2021/22 TARGET
Overall rating of the AGLG office by our employees in an employee survey: satisfaction with their role and with the organization	75%	-	75%
Training hours on average per employee	40	40	40

OFFICE OF THE AGLG BUDGET - 2019/2020

The following budget provides for the operations of our office, including salaries and administrative costs, subject to appropriations.

Within this budget, we will recruit and retain skilled staff members, contract for additional resources as required, coordinate the functioning of core office processes and deliver performance audits and AGLG Perspectives booklets in an efficient and effective manner.

OPERATING BUDGET	AMOUNT (\$ MILLIONS)
Salaries and Benefits	\$1.63
Operational Costs	\$0.98
TOTAL	\$2.61

CAPITAL BUDGET	AMOUNT (\$ MILLIONS)
The AGLG does not have a capital budget.	N/A
Capital budget for 2019/20 will be provided by Shared Services B.C. as appropriate	N/A

AGLG CONTACT INFORMATION

STAY CONNECTED WITH THE AGLG



The AGLG welcomes your feedback and comments. Contact us via email info@aglg.ca, our website at www.aglg.ca or follow us on Twitter @BC_AGLG.

You may also contact us by telephone, fax or mail:

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