

1. May 11, 2020 Council Agenda And Correspondence

Documents:

[MAY 11, 2020 INFORMATION CORRESPONDENCE.PDF](#)
[MAY 11, 2020 AGENDA.PDF](#)

1.I. May 11, 2020 Additional Information/Late Item 10.1

Documents:

[MAY 11, 2020 LATE ITEM 10.1.PDF](#)

INFORMATIONAL CORRESPONDENCE - MAY 11, 2020

1.	Building Department – Building Statistics – April 2020	N
2.	Building Department – Building Permits – Yearly Statistics	N
3.	B. Dyck – email dated April 28, 2020 – Letter for Mayor and Council re Douglas Fir bark beetle	A
4.	D. Walters – letter dated April 29, 2020 – Disc Golf Course Welcome Sign	A
5.	S. Genn, Proair – letter received April 2020 – Bench Advertising Contract	A/S
6.	D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated April 28, 2020 – Request for Letter of Support	R
7.	E. Vardal, Shuswap Family Centre – letter dated April 22, 2020 – Creating Future Childcare Spaces in Salmon Arm	A
8.	A. Varnes, Program Manager, Salmon Arm Arts Centre – email dated April 30, 2020 – Wednesday on the Wharf 2020	N
9.	BC SPCA – Spring 2020 – Science and Policy Newsletter	N
10.	J. Baker, Mayor, District of Lake Country to the Honourable B. Morneau, Minister of Finance – letter dated April 15, 2020 – Interest Charged on Deferred Mortgage Payments	N
11.	L. Buchanan, Mayor, City of North Vancouver to Honourable S. Robinson, Minister of Municipal Affairs and Housing – letter dated April 30, 2020 – Supporting British Columbians during the COVID-19 pandemic	N
12.	R. Girouard, Assistant Commissioner, Western Region, Canadian Coast Guard – letter dated April 23, 2020 – Non-essential Boating	N
13.	C. Dunagee, President, Child Find BC – letter dated April 23, 2020 – Proclamation for Nation Missing Children’s Month and Missing Children’s Day	A
14.	D. Schafer, Stick & Stone Cannabis Co. – email dated April 30, 2020 – Request for Letter of Support	A
15.	J. Kornelsen, Associate Professor, Department of Family Practice and Christine Carthew, Centre for Rural Health Research, Department of Family Practice, University of British Columbia email dated May 6, 2020 - UBC Survey-Rural Community Responses to COVID-19 in BC	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required



**CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
APRIL 2020**

LAST YEAR (2019)
CURRENT MONTH YEAR-TO-DATE

CURRENT YEAR (2020)
CURRENT MONTH YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	5	1,470,000	9	2,895,000	3	1,040,000	11	4,614,000
2	Misc. Additions etc. to SFD's	4	205,000	15	882,625	7	134,000	24	1,320,095
3	New Single Family Dwellings with suites	1	350,000	5	2,058,000	1	380,000	2	755,000
4	New Secondary/Detached Suites	-	-	2	35,000	1	15,000	7	240,000
5	New Modulares/MH's (Factory Built)	-	-	4	1,040,000	4	815,000	7	1,285,000
6	Misc. Additions etc. to Modulares/MH's	-	-	2	14,000	-	-	2	19,200
7	MFD's (# Units)	-	-	-	-	-	-	-	-
8	Misc. Additions etc. to MFD's	-	-	3	70,000	1	5,000	4	59,855
9	New Commercial	1	4,600,000	2	6,460,000	-	-	1	120,960
10	Misc. Additions etc. to Commercial	1	24,000	5	159,353	-	-	6	257,000
11	New Industrial	2	343,998	3	3,343,998	-	-	1	100,000
12	Misc. Additions etc. to Industrial	1	310,000	1	310,000	-	-	2	505,000
13	New Institutional	-	-	2	586,033	-	-	-	-
14	Misc. Additions etc. to Institutional	-	-	2	26,000	-	-	1	5,000
15	Signs	1	2,000	12	124,834	-	-	4	7,950
16	Swimming Pools, Pool Buildings	1	70,000	1	70,000	-	-	-	-
17	Demolitions	1	-	4	-	2	-	6	-
18	Temporary Trailers, A & B Permits	1	-	1	-	-	-	-	-
19	Misc. Special Inspections, etc.	1	-	11	-	-	-	10	-
	TOTAL PERMITS ISSUED	20	7,374,998	84	18,074,843	19	2,389,000	88	9,289,060

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

BUILDING PERMITS - YEARLY

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

From: Brenda Dyck

Sent: April-28-20 8:34 AM

To: Darin Gerow

Subject: Letter for mayor and council re Douglas Fir bark beetle - thanks for passing this on :)

Brenda Dyck

Salmon Arm, B.C.

April 27, 2020

Dear Mayor and Council;

Over the past few years I have noted an increase in the number of Douglas Fir trees within the vicinity of the Salmon Arm area that are showing signs of Douglas Fir Bark Beetle attack. While small endemic populations of this beetle are common in the area, increased attack usually results in death of mature trees. In residential areas this can present costly and dangerous removal, pose a safety hazard and/or fire hazard if left standing not to mention trauma for folks who value mature landscaping within yards and greenways. I think it's safe to say that most mature conifers within yards and greenways within the city limits are Douglas Fir trees. I know the beetles are boring away at trees along, for instance, 20th Ave NE to Highway #1 and up along 30th St NE as I'm writing this letter. Working in the forest industry I have been able to use my knowledge of dealing with this pest to protect the trees located within my and my neighbour's yards here in Salmon Arm. Most of the property owners that I have talked with do not understand that there is a relatively inexpensive way to protect their trees. There are pheromones that, while not foolproof, work very well at dissuading the beetle's plan of attack. It is my suggestion that the Salmon Arm district educate property owners and possibly even provide the pheromone repellents for purchase. I can provide contacts for information on the beetle itself, suggest an expert to address council as well as pass on information on where to purchase the repellents. Presently the cost is approx. \$3.25/tree

Additionally, I have family living on an Auto Road farm who owns forested lands within the city limits that butts up to crown land on the east side of Mt Ida. We have watched the beetle attack increase on the crown land over these past few years with trepidation and been in contact with the appropriate MFLNRO representatives last year and again this year to express concern that nothing has been done to even try and slow the spread of the beetle. Our fears have been justified as now there is new beetle attack within their forested land as well as in the neighbouring property. We have been told that attempts by BCTS to develop a timber sale in conjunction with fire mitigation have been stymied by the lack of agreement within local first nations groups who have a high interest in the area. What are the District of Salmon Arm's plans to address the very real risk of increased fire hazard and the protection of the many farms/properties adjacent to the crown lands on Mt. Ida? Thank you in advance for addressing these suggestions and questions and look forward to your reply.

Yours respectfully,

Brenda Dyck, RFT

TO: Major and Council – City of Salmon Arm

FROM: Duncan Walters

SUBJECT: Disc Golf Course Welcome Sign

DATE: April 29, 2020

CC:

As the disc golf course nears completion, I would like to request that a welcome sign be placed at the beginning of course. My intent is to have this sign give a brief summary of the contributing parties, as well as an overview of the course. With permission, this sign will be placed at the SE corner of the proposed parking lot and will serve to clearly mark the start of the course. A rough draft is shown below but there is ample space for any alterations needed.

Thank you for your time,

Duncan Walters

Salmon Arm Disc Golf Course

Completed in 2020, The Salmon Arm Disc golf course was constructed in partnership between the City of Salmon Arm and the BC Wildfire Service Rapattack program. The course has 13 baskets that service a total of 18 holes.

- Please use caution when playing, especially on holes that share baskets.
- Please be respectful of our neighbours who are close to the course on the East and West. Limit noise and do not trespass.
- Enjoy yourself and keep the course looking great!

HOLE DISTANCES

COURSE TOTAL: 1340 m | 4396 ft COURSE AVERAGE: 74 m | 244 ft

ALL HOLES ARE PAR 3	
1 61 m 201 ft	10 63 m 105 ft
2 68 m 222 ft	11 116 m 379 ft
3 76 m 246 ft	12 65 m 213 ft
4 88 m 288 ft	13 83 m 189 ft
5 65 m 213 ft	14 63 m 204 ft
6 69 m 226 ft	15 65 m 213 ft
7 77 m 252 ft	16 73 m 240 ft
8 84 m 276 ft	17 93 m 294 ft
9 71 m 234 ft	18 64 m 210 ft

CITY OF
SALMON ARM



Mayor and Council,

It's recently come to my attention that an agreement has been in existence for some time between the City of Salmon Arm and a Salmon Arm resident, Carene Wooster, DBA Bench Ads, that provides advertising on the back of bus stop benches.

If I understand correctly, the agreement allows the company permission to use the existing benches for advertising purposes at a fraction of market value. The agreement also allows the company to erect new benches on city property, with no upper limit on the numbers of benches, at the company's discretion. I've also been led to believe that this arrangement was made without the formality of a public tender. The loose terms of the agreement, the great discretion given to the company and the large profit margin possible, make this agreement unique in terms of government contracts.

The private company, Bench Adz, is a family-owned business that also has stakes in Big Steel Box and Service First Plumbing and Heating, my competitor. That company is now, and has for years, been using the signs for the purposes of promoting its own family businesses and political beliefs. The advertising opportunity they are paying \$1300/ year for is worth approximately \$40,000/ year.

It's discouraging to me that my company has spent 10's of thousands of dollars supporting our community by paying retail rates for advertising in the local papers, radio stations and at our movie theatre while the City has been subsidizing the success of a competing company. I'm sure that many other businesses in Salmon Arm, especially home service businesses, storage companies, and companies that offer advertising for legitimate services would feel slighted by your arrangement.

In the past, the original concept may have been based on supplying and maintaining bus benches through a private-public endeavor. If it was ever a business-like arrangement, I would suggest that any value to the City was complete many years ago. In the decades since the concept was created, in exchange for the relatively easy creation of the benches and the minimal maintenance the benches require, the owners of this advertising concept have had an opportunity worth hundreds of thousands of dollars, without a businesslike compensation to the City. During that same time period, the City has also paid to erect bus shelters, with benches in them, beside some of the advertising benches, negating any possible purpose for the benches to the City.

I've also noticed that many of the benches are in extremely poor condition, some are even in a dangerous condition. The poor condition of the benches is a breach of their contract.

If the council takes a second look at this arrangement, and finds it proper and in the City's interest, I'm sure there will be many businesses that would like similar access to City property for this very low cost advertising. I personally would like to enter into the same agreement with the City immediately.

In the interests of fairness to the many businesses that are denied similar advantages by this agreement, may I suggest that the City move to cancel the agreement and have the company remove any advertisements immediately.

Thank you
Steven Genn
Proair



Salmon Arm Folk Music Society
Mail: PO Box 21, Salmon Arm, BC V1E 4N2
Location: 541 3rd St. SW, Salmon Arm, BC
Phone: 250.833.4096 | Fax: 250.833.4097
General Inquiries: info@rootsandblues.ca
Sponsor: sponsor@rootsandblues.ca
Volunteer and Grants: volunteer@rootsandblues.ca
www.rootsandblues.ca

April 28, 2020

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

Attention: Allan Harrison, Mayor
RE: Request Letter of Support

Dear Allan,

The Salmon Arm Folk Music Society (SAFMS) is presently collecting letters of support to be submitted as part of our grant application for Destination BC's Tourism Event Program (TEP).

The TEP funding envelope is designed to support promotional activities to increase tourism traffic to the Shuswap region. The TEP is a highly competitive grant program and we rely on the City's support to give our application a competitive edge, as other mid-sized festivals do not enjoy the level of support our partnership with the City has provided to the ROOTSandBLUES festival.

The Salmon Arm ROOTSandBLUES Festival depends on grant funding to enable our organization to continue to provide culturally rich programming to our community. With the current pandemic we are all experiencing across Canada, support from grants like the TEP are more important than ever. There is no guarantee the festival or SAFMS organization will survive this downturn.

We would like to express our sincere gratitude for all of the help the City of Salmon Arm has provided to the SAFMS and the ROOTSandBLUES Festival.

Please do not hesitate to contact me if you require more information to assist you in completing the letter of support.

Thank you,

David Gonella, Executive Director
250-833-9910
davidg@rootsandblues.ca

April 22, 2020

Mayor and Council

City of Salmon Arm

Re: Creating Future Childcare Spaces in Salmon Arm

Dear Mayor Harrison and City Council,

As you know Salmon Arm is experiencing a daycare shortage and despite the creation of new spaces, the need exceeds availability. At the Shuswap Family Centre our programs have struggled to support families when it comes to securing spaces for their children and in some cases this has resulted in negative outcomes for our community's families and more specifically negatively impacted vulnerable children. I have been working, through the Shuswap Family Centre, to develop ways to better support our community and develop programming to remove barriers and support healthy family functioning. What has become evident is that Salmon Arm is in critical need of childcare spaces, but also is in need of additional supports for families along our community's vulnerability indicators. The Shuswap Family Centre is planning to open a childcare facility that provides comprehensive supports to our families.

Our project will be creating a daycare that has the potential to provide new childcare spaces while supporting healthy social, emotional, physical, and intellectual growth as well as meeting children's nutritional needs and providing access to needed professional supports. We will be open extended hours for daytime care and provide some overnight spaces to be inclusive of those parents who work outside of business hours. This model of childcare facility will provide coordination with family's professional support teams such as speech and language pathology, occupational therapy, healthiest babies etc. to ensure that children are getting the greatest level of access without the barriers we've seen in the past. Our facility will also address nutritional security by providing all meals cooked on site for all children. Parents will not pay extra for this so there will be no stigma attached. We will encourage parent participation and will bring parents into the facility for participation in educational modelling as well where appropriate.

The Shuswap Family Centre will be opening this facility as a social enterprise model; therefore any profits will be used to support existing Family Centre programs as well as creating much needed youth programs.

We are asking that the City of Salmon Arm support this project by providing land for the building of this facility. We are hoping to open this on a large scale in potentially multi-sites if a large enough piece of land is not available to meet the space requirements in one site.

Thank you for your consideration.

Sincerely,

Ebony Vardal

Shuswap Family Centre

From: Wednesday On the Wharf
Sent: April-30-20 3:06 PM
To: Caylee Simmons <csimmons@salmonarm.ca>
Subject: Wednesday on the Wharf postponed to 2021

FOR IMMEDIATE RELEASE

Shuswap District Arts Council has proudly presented the Wednesday On the Wharf summer concert series for 26 years. It has become a Shuswap tradition - sunny evenings at the park, meeting up with friends, dancing on the grass to the lively sounds of talented musicians. In 2020, however, the events that have unfolded with the Covid-19 pandemic have led to the cancellation of many community gatherings, and WOW has now been added to the list of summer festivals that will not happen this year.

In order to help prevent the spread of Covid-19, the Arts Council will be postponing WOW 2020 to summer of 2021. The 12-week series was set to begin in June, but provincial health authorities are not expected to lift the restrictions of gatherings of 50 or more people until the end of summer. Since WOW attracts anywhere from 300 to 600 people, this clearly exceeds the limits of what is considered a safe outdoor gathering.

"This is not the situation that any of us were hoping for," says Program Manager Astrid Varnes. "We were hoping we might be able to offer a shortened season, perhaps with a mid-July or August start, but it is not to be. WOW is not just about the music, it's about connecting with friends and family, about audiences dancing and having a picnic, and and we realized we couldn't offer WOW in a way that would ensure everybody's health and safety."

The Arts Council is committed to long-term sustainable cultural planning, and will continue to work toward a 2021 season that is adaptable to the new reality that is the performing arts sector.

Stay connected to WOW on facebook and Instagram at Wednesdays On the Wharf for opportunities to share ideas, memories and special projects associated with this beloved music program.

Astrid Varnes
Program Manager (furlough)
[she/her/hers](#)

Salmon Arm Arts Centre
PO Box 1181
70 Hudson Ave NE
Salmon Arm, BC
V1E 4P3

250 832.1170
wow@salmonarmartscentre.ca

Shuswap District Arts Council acknowledges it carries out its work on the traditional territories of the Secwepemc People. We pay our respects to the Elders, past and present, descendants and custodians of these lands. We honour the knowledge keepers and the continuing relationships with Secwepemc Peoples in the BC interior. The Arts Council is grateful to the Neskonalith First Nations, on whose traditional territories we operate the Arts Centre and its programs.

SCIENCE & POLICY NEWSLETTER

Updates on BC SPCA science and academic initiatives, animal policy, legislation and current events



BC SPCA animal welfare auditing

Any company can call themselves “humane”, but how can you be sure? To help answer this question, animal welfare accreditation programs, like those in farming or for animals used in science, use standards and audits to verify humane practices. Similarly, before companies can be BC SPCA AnimalKind accredited, they must complete our comprehensive audit so we can be confident that they follow AnimalKind’s science-based standards for dog training or wildlife and pest control.

In any audit, reviewing documentation such as standard operating procedures and evaluating record-keeping like staff training records, is important. Critically, a key component of credible animal welfare auditing also involves actually looking at the animals and their environments.

The BC SPCA’s entry into the novel areas of auditing for pest control and dog training presented multiple challenges in developing standardized observations. AnimalKind auditing needs reliable and consistent observations to confirm whether harms to urban wildlife are minimized, and in dog training, the audit must verify that positive reinforcement training methods are used by trainers.

Since audits provide only a “snapshot” view of a business’s animal interactions, animal-based observations in the field must be quick, focused and easily replicated by different auditors. As we begin to develop standards for dog daycares and other animal-based services, our future auditing needs will include what to observe when dogs are in group play and what sampling methods to use (i.e., where to look in a room full of playing dogs).

Want to get in touch? Email us at sciencepolicy@spca.bc.ca

The strength of AnimalKind auditing procedures has been externally validated by the Professional Animal Auditors Certification Organization (PAACO), an independent, third party animal welfare audit evaluating organization. AnimalKind wildlife and rodent control standards and audit have held certification from PAACO since 2017.

Success of the AnimalKind program is directly linked to the quality of our auditing. With it we can identify the animal-related businesses who use science-based practices and share our animal welfare values and ultimately, help more animals.

Companion Animal Welfare

BC SPCA Research Chair at UBC partners on new animal welfare research



Dr. Protopopova, the Research Chair in Companion Animal Welfare at the UBC Animal Welfare Program (sponsored by the BC SPCA), has had a busy first semester. She and her team are working on new collaborative research projects, including a survey to better understand the companion dog population in B.C. This data will identify the welfare, behaviour, and medical concerns that are most important to residents. Additionally, Dr. Protopopova is directing several student-led research studies that aim to improve the housing and handling of shelter rabbits.

Dr. Protopopova is in the process of developing an upper-level course in animal shelter management, to help tackle important animal welfare issues in B.C. This community-engaged course is set to be taught for the first time in January 2021.

In addition to current projects, Dr. Protopopova and her team have been busy publishing previous research on compassion fatigue in animal shelter staff, the early identification and protection of dogs at risk of contracting infectious diseases in animal shelters, and the feasibility of programs to encourage dog adoption.

Emergency Program Act modernization

In January 2020, the BC SPCA submitted recommendations to update B.C.'s *Emergency Program Act* with an inclusion of animals in both emergency planning and response. Currently B.C.'s emergency legislation does not require local authorities or First Nations to ensure domestic animals are protected by emergency services.

Excluding domestic animals from the provincial legislation can have serious consequences for both animals and humans including:

- Loss of animal lives;
- Increased likelihood of pet owners failing to evacuate as a result of their pet;
- Individuals re-entering evacuation zones to rescue animals;
- Emergency responders entering hazardous areas to rescue individuals who have remained or re-entered for animals;
- Mental health implications for animal owners and rescuers; and,
- Increased risks to animal welfare organizations' personnel.



When we communicated to our supporters that we were bringing forward these recommendations, we collected over 23,000 unique signatures from British Columbians within just two weeks. Given this very clear indicator of how strongly British Columbians feel about this issue, we look forward to future consultations and Emergency Management B.C.'s report on our recommendations.

Community assessment programming: An evidence-based approach



Communities across B.C. vary widely in their relationships with animals and animal issues. To help navigate these variables, the BC SPCA has developed a community assessment framework that takes an evidence-based approach to assisting a community in determining both community animal needs and best means to address those needs.

The BC SPCA developed and applied this framework to address cat overpopulation - our first three communities are now moving into programming stages to address their key issues.

The first step of the framework was establishing a project team and identifying the scope, then a comprehensive data analysis of relevant factors was conducted. The data for the community assessment was collected in two stages. First the collection of primary data, followed by interviews in the community. Secondary data collection focused on both shelter and community data to create a complete picture.

Once the team established priority areas based on the secondary data, a community assessment was undertaken in each of these communities, interviewing internal and external stakeholders. All themes from the interviews were then sorted into groups of recurring key themes to help determine the best strategy to develop a three-year program to address the key issues and needs that exist.

By engaging in the community assessment process, the outcome is an approach that is comprehensive and inclusive, and provides the foundation for the development of future programming and service priorities. As an added bonus, it establishes relationships with stakeholders that provide building blocks for a fully-engaged community approach.

Wild Animal Welfare

Together for Wildlife Strategy

Throughout 2019, the BC SPCA participated in stakeholder consultations as part of a four-phase engagement process to develop a new wildlife management and habitat conservation strategy for B.C. As a result, the Province has drafted a new strategy, titled *Together for Wildlife*. The strategy is expected to be finalized in spring 2020, and then begin full implementation. As an organization committed to protecting and enhancing quality of life for wild animals, the BC SPCA has also submitted an application to be included on the newly-created Minister's Wildlife Advisory Council.

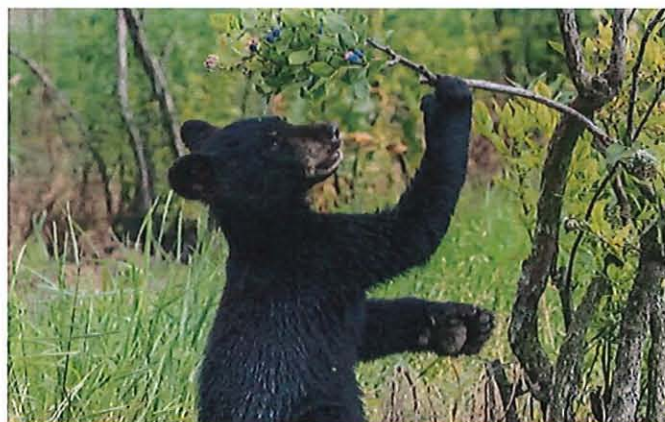


Photo credit: Maja Lakhani

Farm Animal Welfare

BC SPCA food policy: Values into action



The BC SPCA develops our position statements by reviewing science, our values, and our mission statement. Our position statements then help guide our everyday actions. One of the ways our *Farm Animal Welfare* position statement is put into practice is through our food policy. This policy applies to all BC SPCA-organized events, both internal and external.

For example, the BC SPCA opposes housing laying hens in cages. For this reason, we only buy cage-free eggs for events, and encourage our supporters to do the same. The BC SPCA is also opposed to farming wild animals (e.g., emu) and foods such as foie gras, so these foods are never served. Our food policy allows us to put our values into action, only supporting farms that provide higher welfare for farm animals.

We strive to use food certified by third party welfare organizations such as Certified Humane, Global Animal Partnership, and Animal Welfare Approved whenever possible. We also serve Certified Organic animal products or foods that were grass-fed, cage-free, or free range.

To allow our supporters to choose the food that fits their values, we always have vegetarian and vegan options at events and meetings.

Meet the team: AnimalKind

The BC SPCA's Science & Policy Division includes four teams – AnimalKind, Companion Animal Welfare, Farm Animal Welfare and Wild Animal Welfare. AnimalKind is the BC SPCA's animal welfare accreditation and referral program for animal-related businesses. Our team follows a rigorous auditing process to make sure companies follow a strict set of standards, and use the kindest, most humane methods. Accredited companies have earned the BC SPCA's stamp of approval. AnimalKind currently accredits dog training businesses, and wildlife and rodent pest control companies.

Nicole Fenwick (pictured below, left), Manager, Research & Standards has been with the BC SPCA since 2016 helping to build AnimalKind from the very beginning. She previously worked as a researcher for the Canadian Council on Animal Care, and is an MSc graduate of the UBC Animal Welfare Program. Marcela Vargas (right) is a seasoned marketing and graphic design professional who joined the AnimalKind team in 2019 in the role of Coordinator, AnimalKind Marketing & Engagement.





Municipal Hall
Mayor's Office
10150 Bottom Wood Lake Road
Lake Country, BC V4V 2M1
Tel: 250-766-6670
Fax: 250-766-2903
mayorandcouncil@lakecountry.bc.ca

April 15, 2020

The Honourable Bill Morneau
Minister of Finance
House of Commons
Ottawa, ON K1A 0A6

Dear Minister Morneau,

Re: Interest Charged on Deferred Mortgage Payments

On behalf of Council we want to convey our citizens significant concern, frustration and frankly disgust at the way mortgage providers, particularly the big banks are charging interest and delayed payment fees for deferred mortgage payments.

Citizens in our community are deeply troubled and trying to navigate how they will provide for their family in the coming months, into the future, and when the economy is in a recovery phase. Council appreciates your request to financial institutions to provide mortgage deferral options to customers who are financially unstable as a result of the pandemic. It's unjust and wrongful, that lending institutions are taking advantage of the unavoidable situation customers find themselves facing and profiting from an emergency. Programs offered force customers to pay exorbitant deferral rates and fees, knowing the customer has no other option to exercise. Across Canada individuals and businesses are being called out and punished for profiteering in this crisis yet our wealthiest institutions stand to profit even more, charging interest on interest.

District of Lake Country Council, community and all Canadians trust that you and your staff will review the situation and put suitable regulations into place to eliminate the financial gain banks, our richest, most profitable and protected companies are incurring as a result of COVID-19.

Sincerely,

James Baker
Mayor

cc: Honourable Carole James, BC Minister of Finance & Deputy Premier
British Columbia Municipalities

LAKE COUNTRY



April 30, 2020

Hon. Minister Selina Robinson
Room 310 Parliament Buildings
501 Belleville St.
Victoria, BC V8V 1X4

Dear Minister Robinson:

RE: Supporting British Columbians during the COVID-19 pandemic

As Mayor of the City of North Vancouver I want to start by thanking you for your tireless work during these difficult times. Residents are appreciative of the work done by the Province to assist individuals, municipalities, and businesses.

As you know, in a letter dated March 23, 2020 to Hon. Premier John Horgan and yourself, a number of Metro Vancouver Mayors including myself asked the Province to expand the Provincial Property Tax Deferment Program to include all property owners.

We have yet to receive a formal reply regarding this request.

On Monday April 27, 2020 at the City's Council meeting, Council members shared their concerns regarding the accessibility of the Provincial Property Tax Deferment Program and the current eligibility stipulations.

Council and staff have received numerous communications from residents who are facing new financial challenges as a result of the ongoing pandemic, and who are not currently eligible to access the Provincial Property Tax Deferment Program. As a result, Council passed the following resolution unanimously:

THEREFORE BE IT RESOLVED THAT the Mayor, on behalf of Council, write to the Provincial government requesting that a Financial Hardship Program be added to the Provincial Property Tax Deferment Program for a limited time, similar to what was introduced in 2009;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to all BC local governments, UBCM, LMLGA and North Shore MLAs and MPs.

Council has requested that if your government is unable to expand the current program to include all property owners, that you consider implementing a Financial Hardship Program similar to the program that was introduced for a limited time following the 2008 economic recession.

An increasing number of experts predict that the COVID-19 pandemic will be more detrimental to the world economy than the 2008 economic recession, and therefore the

addition of a Financial Hardship Program component to the current Provincial Property Tax Deferment Program should be given serious consideration.

Do not hesitate to contact me if you require additional information. I thank you in advance for your consideration.

Yours Truly,



Linda Buchanan
Mayor of the City of North Vancouver

c.c. All B.C. municipal governments
UBCM
LMLGA
Bowinn Ma, MLA for North Vancouver-Lonsdale
Ralph Sultan, MLA for North Vancouver-Capilano
Jane Thornthwaite, MLA for North Vancouver-Seymour
Jordan Sturdy, MLA for West Vancouver-Sea to Sky
Terry Beech, MP for Burnaby North-Seymour
Hon. Johnathan Wilkinson, MP for North Vancouver
Patrick Weiler, MP for West Vancouver-Sunshine Coast-Sea to Sky Country



23 April, 2020

To my fellow mariners,

With the start of boating season in British Columbia now well underway, I know many of you are heading out on the water as an alternative to other outdoor activities that are currently restricted or discouraged, or are planning to use your vessel as a way to self isolate. As part of a long and proud tradition, mariners have always come to the aid of others on the water. Today, on behalf of the Canadian Coast Guard, I am asking all mariners to once again come to the aid of others by avoiding non-essential trips and consider staying close to home to save lives as our country works to reduce the spread of COVID-19.

Already this year, Coast Guard has responded to a greater number of Search and Rescue calls in British Columbia as compared to the same time last year. With each response, our Search and Rescue specialists put themselves at risk of exposure to COVID-19 and use precious supplies of Personal Protective Equipment that is also much needed by critical care workers. Coast Guard continues to work 24 hours a day, seven days a week to keep mariners safe, but unnecessary boating trips increase the risk to our operations and our ability to respond.

You should also be aware that most small coastal communities in British Columbia have closed their villages to visitors to protect their families. Your presence in an area could have a serious impact on vulnerable community members, and if you were to get sick, strain the limited health care resources of that community. If you choose to travel or self isolate, you may not have access to fuel, supplies and other services in those communities.

And finally, if you have been in close contact with someone with COVID-19 or are feeling sick, please don't get on a boat. Home and within close proximity to health care is the best place you can be right now. If you are on the water and become involved in a marine emergency, please let Coast Guard know if you have any flu-like symptoms when you call for assistance so we can best protect our crews and inform any vessels of opportunity who respond.

As both a professional and a recreational mariner, I know how tempting it is to get on your boat and escape the restrictions we are all currently living under. But we are also navigating uncharted waters right now, and it is up to all of us to do our part to reduce the spread of COVID-19 so that one day soon, we can fully enjoy the peace and beauty of coastal British Columbia. I know that seafarers are both self-reliant and fairly cautious. It's time to take those principles to heart, keeping an eye to being on the water without impacting others.

Stay safe, stay healthy.

Roger Girouard
Assistant Commissioner, Western Region
Canadian Coast Guard

Child Find BC

BRITISH COLUMBIA

Serving British Columbia Since 1984
Provincial Toll Free: 1.888.689.3463 www.childfindbc.com

April 23, 2020

Dear Mayor and Councilors,

Re: Proclamation for National Missing Children's Month and Missing Children's Day

I write today on behalf of Child Find British Columbia. Child Find BC requests that your local government proclaim May as Missing Children's Month and May 25th as missing Children's Day.

Child Find BC provides "ALL ABOUT ME" ID Kits with child finger printing and photos, to at no cost to families and Child Find BC hosts these Child Find ID Clinics throughout BC. Child Find BC provides education, including public speakers, literature and tips for families to assist them in keeping all of our children safe.

We hope that you will raise this proclamation for consideration to your Council and your community at your next meeting.

Most recent reporting from the RCMP show that over 6,800 cases of missing children were reported in British Columbia and over 40,000 cases in Canada. Through the support of municipal governments like yours we are able to educate and bring awareness to thousands of BC families on this important issue.

Thank you so much for your consideration of this request and your continuing commitment to Community Services in BC and the children and families of BC. If you have any questions regarding this request please contact the Child Find BC office at 1-888-689-3463.

Yours truly,



Crystal Dunahee President, Child Find BC



Victoria Office
2722 Fifth Street, 208
Victoria, BC V8T 4B2
(250) 382-7311
Fax (250) 382-0227
Email:
childvicbc@shaw.ca

"A charitable non-profit organization working with searching families and law enforcement to reduce the incidence of missing and exploited children."

*A Missing Child is
Everyone's
Responsibility*

If you or your organization would like to host an "All About Me" ID clinic, have an idea for an event in your community or would like literature and information on becoming a member and supporter of Child Find BC, please call us at 1-888-689-3463.

Your Letterhead here

National Missing Children's Month and Missing Children's Day

WHEREAS Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984; **AND**

WHEREAS The Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children; **AND**

WHEREAS Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children; **AND**

WHEREAS Child Find's annual Green Ribbon of Hope Campaign will be held in the month of May and May 25th is National Missing Children's Day; **AND**

THEREFORE BE IT RESOLVED THAT

I, (Mayors Name) of the (city, town, municipality), do hereby proclaim May as Child Find's Green Ribbon of Hope month and May 25th as National Missing Children's day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

Mayor

Signed at _____ this _____ day of May, 2020

From: Dennis Schafer
Sent: April-30-20 2:15 PM
To: info@cumberland.ca
Subject: Letter of Support

Dear Mayor and Council,

Stick & Stone Cannabis Co. is a wee Ma & Pa cannabis retail shop located in Fernie BC. Due to current stressors and frustrations, we have collaborated with ACCRES to outline two requests for change to the current regulations that will further the safety measures designed to protect our communities in BC during these trying times and we ask for your support presenting these recommendations to the province.

- 1) Online Sales
- 2) Direct Delivery

As owners of a licensed cannabis retail shop, we have been continuously evolving our operations to ensure the safety of the community as new information about COVID-19 becomes available. We have a wide range of customers many who are predominately middle-aged and elderly who purchase our products for both recreational and medical use.

With our recommended adjustments to the current regulations that were designed for a pre-pandemic world, we would be able to continue to safely provide much-needed products to our at-risk customers who are unable to leave the house, ensure a contactless experience for those who are able to visit the store for curbside pickup and keep our staff safe.

Here is an example of the challenges our current customers are facing because they are not able to pay for our products online during COVID-19:

We received a phone call asking if a curbside pick-up was available by a customer of ours who was elderly. They were in desperate need of a product and the delivery times to order from the BC Cannabis Store were too lengthy. We informed them that we carried the product and would do our best to provide a contactless interaction but they would have to tap our terminal and the wireless system may not register outside.

When the customer arrived their vulnerability was apparent. They were approximately 90 years old with a compromised immune system, so becoming infected would likely result in their death. In order to keep them safe while accepting their payment and providing their product we were forced through the following process:

1. We tried to use the tap feature by pressing the terminal against their car window. This did not work due to card issues.
2. We then bleached the terminal and passed it through a small gap in the window so that the customer could complete the transaction.
3. The product was then left on the hood of their car for them to collect when they felt safe to do so.

Even though the utmost precautions are being taken, it is extremely stressful to force customers to go through these processes that could easily be avoided if we were able to use available technology like online payment systems.

There are processes in place for the legal online purchase and delivery of alcohol in BC as well as cannabis in other provinces which have been effective at keeping their communities safe. We are asking for the same considerations.

I can not stress enough how vital allowing online payments and delivery to be available in BC is to our communities and retailers!! When you have someone's life in your hands, you want to have the safest measures in place.

PLEASE ENDORSE THIS LETTER OF SUPPORT

Thank you for your time,

--

Dennis Schafer
Stick & Stone Cannabis Co.
250.430.7848
stickandstone.ca

To Honorable Mayor and Council,

Attached is a letter from the Association of Canadian Cannabis Retailers (ACCRES) membership to the Solicitor-General, Hon. Mike Farnworth, calling on the government of British Columbia to further modify cannabis retail regulations in support of physical distancing during the COVID-19 health emergency. ACCRES is seeking your endorsement in support of these measures, which we believe are in line with what other jurisdictions across Canada are adopting.

ACCRES is specifically calling on BC to follow the recent move by Ontario, which in response to COVID-19 has moved to allow private cannabis retailers to take online payment and make door-to-door delivery of cannabis products. Both Saskatchewan and now Ontario have allowed online payment and direct delivery with no significant complications or negative consequences, and we believe these regulatory changes are appropriate for BC as well.

We believe that many municipal governments in BC could stand to benefit from these changes, as they will hopefully reduce in-store traffic and lineups caused by physical distancing requirements for essential retailers like cannabis stores. This should further reduce the chances of spreading COVID-19, something we believe should be the ultimate priority of any regulated system right now.

Finally, we believe this measure is important in allowing licensed, regulated, and tax-compliant retailers a means of competing with unregulated retailers, who are currently quite openly selling cannabis on-line or offering in-person delivery options. With municipal resources currently very constrained and bylaw officers unable to enforce against these proliferating operators, we believe offering these options to regulated retailers could help compliant businesses to compete them out of the market instead.

ACCRES ask that you endorse these initiatives in support of regulated cannabis retailers' efforts to continue serving their customers in a way that protects public health to the greatest extent possible.

Sincerely,

Jaclynn Pehota
Special Advisor
Association of Canadian Cannabis Retailers (ACCRES)
7787724343
Jaclynn@accres.ca

On Behalf of:
ACCRES Board of Directors:
Geoff Dear
Andrew Gordon
Matthew Greenwood
Jeremy Jacob
Alfred Schaefer
Laurie Weitzel

ACCRES Advisory Board:
Hilary Black
Dr. Rielle Capler, MPA, PhD
Dr. Ivan Casselman PhD
Rosy Mondin, LL.B, B.A. (Criminology)
Adolfo Gonzales
Bert Hick
Andrew Livingston
Sophie Mas
Jonathan Page, Adjunct Professor UBC
Heather Tayler
Tina Zlati

To Minister Farnworth, Solicitor General,

In response to the ongoing COVID-19 public health emergency, the *Association of Canadian Cannabis Retailers* (ACCRES) recognizes the Government of British Columbia for evolving policy to allow for regulated cannabis stores to accept product reservations online and over the phone. This change in regulatory framework will reduce the amount of time consumers have to spend in stores amid the COVID-19 crisis. The status of cannabis retail as an essential service is a recognition of the contributions of these small businesses to the general public. We believe it is appropriate to equip provincial license holders with proactive tools that will allow for them to better protect public health, bolster the legal cannabis market and ensure that these small business remain economically viable for the duration of the crisis.

ACCRES membership would like to see further proactive measures enacted that would further protect both public health and essential workers through these trying times. In supplement to "click and collect"/over the phone ordering, we request that the government enact and support two further regulatory changes to cannabis retail regulations. These measures would be effective in supporting the social and physical distancing measures recommended by public health authorities:

- Online Payment
- Direct Delivery

Online Payment

In the interest of balancing public health, along with our customers' need to access legal cannabis, and the long-term economic health of our members, we propose that the Government of British Columbia allow retailers to sell their products online or by phone and collect payment in advance.

Allowing for payment in advance avoids the major point of contamination in a "click and collect" transaction: the requirement to accept cash or interact with the payment processing machine. Pre-payment would reduce contact in store to the absolute minimum, and would facilitate the best possible circumstances for social distancing. This measure would serve to better protect both staff and customers during in store transactions.

Direct Delivery

In further support of social distancing and to accommodate those that are unable to leave their homes due to being immunocompromised or in self isolation, we ask that delivery be allowed directly to customers from the regulated private retailer of their choice. ACCRES believes the best way to ensure continuity of service in these circumstances while minimizing exposure is to allow already trained and security screened staff of private retailers to deliver orders directly to customers. Direct delivery is currently available to the residents of Saskatchewan and Ontario via provincially licensed retailers. ACCRES proposes that these existing regulations be adapted for the BC sector. Contactless age verification is as simple as requiring the upload of photo ID at the time of purchase. The ID can then be matched to the individual receiving the delivery while maintaining a distance of two meters.

Providing greater access to regulated cannabis is vital to protecting public health and safety, and to destabilizing the illicit market - both key aims of the Cannabis Act and provincial regulations. Due to the convenience the illicit market operators continue to be able to offer through direct delivery, legal sales

in BC are tens of millions of dollars behind projected targets in BC. Direct delivery from licensed private cannabis stores conducted in compliance with all health and safety standards provides local communities with an essential and regulated touchpoint that can act as a resource for education and responsible use.

ACCRES believe that by allowing these measures, cannabis retailers will be best equipped to protect public health and safety, while also ensuring the continued operations of independent cannabis retailers that provide access to safe and regulated products. These measures will allow essential services to continue without unnecessarily endangering public health, and we believe these measures will strengthen BC's overall response to the COVID-19 pandemic and the legal cannabis industry in this province.

Sincerely,

Jaclynn Pehota Special Advisor
Association of Canadian Cannabis Retailers (ACCRES)
778.772.4343
Jaclynn@accres.ca

On Behalf of:

ACCRES Board of Directors: Geoff Dear Andrew Gordon Matthew Greenwood Jeremy Jacob Alfred Schaefer Laurie Weitzel

ACCRES Advisory Board: Dr. Rielle Capler, MPA, PhDDr. Ivan Casselman PhD Rosy Mondin, LL.B, B.A. (Criminology) Adolfo Gonzales Bert Hick Andrew Livingston Sophie Mas Jonathan Page, Adjunct Professor UBC, CSO Aurora Cannabis Heather Tayler Dr. Zachary Walsh, PhD Tina Zlati

From: Rural Evidence Review <rer.crhr@ubc.ca>

Sent: Wednesday, May 06, 2020 5:30 PM

To: Erin Jackson <ejackson@salmonarm.ca>

Subject: UBC Survey-Rural Community Responses to COVID-19 in BC



I am writing to you from the Centre for Rural Health Research, within UBC's Department of Family Practice. You might remember, our team reached out to you in the past to share information about an ongoing research study to understand rural and remote community priorities for health care across British Columbia: the Rural Evidence Review (RER) project. The Rural Evidence Review has funding under Canada's Strategy for Patient-Oriented Research and through the Rural Coordination Centre of BC to work with rural citizens to provide high-quality and useful evidence for rural health care planning in BC. To do this, we ask rural citizens about the health care priorities that matter the most to their communities and share what we learn with policy- and decision-makers, and rural communities across the province. The RER is being led by Dr. Jude Kornelsen, Co-Director of the Centre for Rural Health Research and Associate Professor within the Department of Family Practice at the University of British Columbia.

To learn more about the RER and our team, please visit our website at the following links:

- [The RER](#)
- [The Research Team](#)

Thank you for your support to share information about the project with the residents of your communities – we are so grateful! Through telephone interviews and an online survey, our team has heard from more than 1,800 people across 211 rural BC communities about their health care needs and priorities.

We, as a research centre, recognize the importance and we prioritize local ("ground up") solutions to address the health care challenges and priorities confronting rural and remote BC communities. In light of the coronavirus outbreak leading to the current COVID-19 pandemic, our team in partnership with the [BC Rural Health Network](#) has created a brief, anonymous survey to learn from rural and remote BC communities about their experiences and responses to COVID-19. We will use the findings to

understand rural community solutions and resiliency in the face of the COVID-19 pandemic. The findings will be shared with participating rural and remote BC communities, to support learning and collaboration across communities. Additionally, the findings will be shared with the BC Ministry of Health and the Health Authorities to support rural health care planning.

I have attached an 'engagement card' with more information about the survey. The survey can be found here: <http://bit.ly/RERCOVID-19>. The survey is available on an ongoing basis, with no established end date. We would be most appreciative if you could share information about the COVID-19-focused survey, including the link to access the survey and the attached engagement card, with your community.

Thank you for your time and your support.

Sincerely,

The RER Team

Principal Investigator:

Jude Kornelsen, PhD

Associate Professor, Department of Family Practice, University of British Columbia (UBC)

Co-Director, Centre for Rural Health Research

E: jude.kornelsen@familymed.ubc.ca

T: (250) 653-4325

Research Coordinator:

Christine Carthew, MPH

Centre for Rural Health Research, Department of Family Practice, UBC

E: christine.carthew@ubc.ca

T: (604) 827-2193



a place of mind

THE UNIVERSITY OF BRITISH COLUMBIA

What is the Rural Evidence Review project?

The goal of the Rural Evidence Review project is to work with rural citizens and communities to provide high quality, useful evidence for rural health care planning in British Columbia.

Who are we?

We are a team of researchers from the Centre for Rural Health Research in the Department of Family Practice at the University of British Columbia. Dr. Jude Kornelsen is the project's Principal Investigator.

How can you be involved?

We need your help to understand rural and remote B.C. communities' experiences of and responses to the COVID-19 pandemic.

COVID-19: Share Your Experiences

- (1) **Take our Survey.** Please answer a few questions at the following link to share your experiences of COVID-19 with the research team: <http://bit.ly/RERCOVID-19>
- (2) **Research Interview.** You are invited to participate in a confidential interview with our team to discuss your experiences of COVID-19. If you are interested, please contact the Project Coordinator at the email listed below.
- (3) **Contact Us.** Please contact the Project Coordinator at any time to learn more about the study and to discuss your experiences of the COVID-19 pandemic.

Christine Carthew, Project Coordinator

E: christine.carthew@ubc.ca



AGENDA

City of Salmon Arm Regular Council Meeting

**Monday, May 11, 2020
1:00 p.m.**

[Public Session Begins at 2:30 p.m.]
**By Electronic means as
Authorized by Ministerial Order M139**

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
	6.	CONFIRMATION OF MINUTES
3 - 14	1.	Regular Council Meeting Minutes of April 27, 2020
15 - 18	2.	Special Council Meeting Minutes of May 4, 2020
	7.	COMMITTEE REPORTS
19 - 22	1.	Development and Planning Services Committee Meeting Minutes of May 4, 2020
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE
	9.	STAFF REPORTS
23 - 26	1.	Director of Engineering and Public Works - Tender Award - 2020 Paving Program
27 - 30	2.	Director of Engineering and Public Works - Zone 1 Canoe Beach Watermain Upgrade
31 - 36	3.	Acting Chief Financial Officer - 2020 Budget Analysis - COVID-19 - For Discussion

- | | | |
|-----------|------------|---|
| | 10. | INTRODUCTION OF BYLAWS |
| 37 – 62 | 1. | City of Salmon Arm Zoning Amendment Bylaw No. 4390 [ZON-1174; 508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4] – First and Second Readings |
| | 11. | RECONSIDERATION OF BYLAWS |
| 63 – 68 | 1. | City of Salmon Arm Fee for Service Amendment Bylaw No. 4397 [Water Meter Rates] – Final Reading |
| 69 – 82 | 2. | City of Salmon Arm Zoning Amendment Bylaw No. 4381 [ZON-1172; Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8] – Final Reading |
| 83 – 102 | 3. | City of Salmon Arm Zoning Amendment Bylaw No. 4377 [ZON-1170; Gilmore, C.; 390 6 Street SE; R-1 to R-8] – Final Reading |
| 103 – 124 | 4. | City of Salmon Arm Zoning Amendment Bylaw No. 4375 [ZON-1169; Lewis, S.F.; 710 10 Street SW; R-1 to R-5] – Final Reading |
| | 12. | CORRESPONDENCE |
| 125 – 126 | 1. | Informational Correspondence |
| 127 – 128 | 2. | L. Fitt, Manager, Salmon Arm Economic Development Society – letter dated May 7, 2020 – Shuswap Food Hub Business Plan – Receipt of Project Funds |
| | 13. | NEW BUSINESS |
| | 14. | PRESENTATIONS / DELEGATIONS |
| | 15. | COUNCIL STATEMENTS |
| | 16. | SALMON ARM SECONDARY YOUTH COUNCIL |
| | 17. | NOTICE OF MOTION |
| | 18. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 19. | OTHER BUSINESS |
| | 20. | QUESTION AND ANSWER PERIOD |
| 129 – 130 | 21. | ADJOURNMENT |

Item 2.

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor Lindgren

Seconded: Councillor Eliason

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 6.1

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of April 27, 2020, 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 by electronic means as authorized by Ministerial Order M083, at 1:00 p.m. on **Monday, April 27, 2020.**

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren
Councillor L. Wallace Richmond

Deputy Chief Administrative Officer/Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Acting Chief Financial Officer T. Tulak
Recorder B. Puddifant

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0151-2020

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:00 p.m.

Council returned to Regular Session at 1:29 p.m.

Council recessed until 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Addition under item 23.1 J. Barillaro – email dated April 27, 2020 – Rezoning Lot 1, Section 14

Addition under item 23.4 S. Hiebert – email dated April 26, 2020 – Neighborhood Rezoning Concern

5. **DISCLOSURE OF INTEREST**

Councillor Flynn declared a conflict of interest with item 23.1 and 24.1 as the agent is a client of his firm.

Councillor Flynn declared a conflict of interest with item 11.3 as the applicants are clients of his firm.

6. **CONFIRMATION OF MINUTES**

1. **Regular Council Meeting Minutes of April 14, 2020**

0152-2020

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of April 14, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS**

1. **Development and Planning Services Committee Meeting Minutes of April 20, 2020**

0153-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of April 20, 2020, be received as information.

CARRIED UNANIMOUSLY

8. **COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

1. **Board in Brief - March, 2020**

Received for information.

2. **Board in Brief - April, 2020**

Received for information.

9. **STAFF REPORTS**

1. **Acting Chief Financial Officer - COVID-19 - For Discussion**

0154-2020

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Council approve a printed message from the Mayor on one side of the property tax insert and abbreviated instructions on the other side for the 2020 taxation year.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued**1. Acting Chief Financial Officer - COVID-19 - For Discussion - continued**

0155-2020

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: Council extend the deadline for the 2020 Annual Utility Bill to September 30, 2020 to coincide with the 2020 Property Tax Due date.

CARRIED UNANIMOUSLY

2. Director of Development Services - 2019 City of Salmon Arm Carbon Neutral Progress Survey

0156-2020

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the 2019 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey indicates the City is eligible for recognition from the Green Communities Committee as a 'Level 3 - Accelerating Progress' local government and that the City will not be carbon neutral for the 2019 reporting year;

AND THAT: the 2019 City of Salmon Arm Climate Action/Carbon Neutral Progress Survey, attached as Appendix 1 in the Development Services Department memorandum dated April 20, 2020, be received as information.

CARRIED UNANIMOUSLY

3. Director of Engineering and Public Works - Quote Award - 2020 Asphalt Patching Program

0157-2020

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: Council accept the Quote of Dawson Construction Ltd., in accordance with the unit prices quotes as specified in the contract, estimated to be \$144,130.50 plus taxes as applicable.

CARRIED UNANIMOUSLY

4. Director of Corporate Services - COVID-19 Emergency Grant Fund

0158-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council establish a \$20,000.00 COVID-19 Emergency Grant Fund to assist local charities/non-profit organizations with grants of up to \$2,000.00 per applicant, to be funded from 2020 Unexpended Council Expenses;

AND THAT: the adjudication of applications be administered by Mayor Harrison and Councillor Wallace Richmond as the two members from Council.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. Revised Property Tax Rate Bylaw – 2020 Final Budget
 - a. City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4392 – Final Reading
 - b. City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4396 – First, Second and Third Readings

0159-2020

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4392 be defeated;

AND THAT: the bylaw entitled City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4396 be read a first, second and third time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Fee for Service Amendment Bylaw No. 4397 [Water Meter Rates] – First, Second and Third Readings

0160-2020

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4397 be read a first, second and third time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Canoe Pond Watercourse and Drainage System Bylaw No. 4388 – Final Reading

0161-2020

Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm Canoe Pond Watercourse and Drainage System Bylaw No. 4388 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm 2020 – 2024 Financial Plan Amendment Bylaw No. 4391 – Final Reading

0162-2020

Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm 2020 – 2024 Financial Plan Amendment Bylaw No. 4391 be read a final time.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict and left the meeting at 3:46 p.m.

11. RECONSIDERATION OF BYLAWS - continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4334 [ZON-1147; Brown, C. & D./ Browne Johnson Land Surveyors; 1230 - 52 Avenue NE; R-1 to R-8] - Final Reading

0163-2020 Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4334 be read a final time.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:49 p.m.

12. CORRESPONDENCE

1. Informational Correspondence

5. S. Witzky, ALIB Councillor, L. Chrisholm, Project Coordinator/Storyboard Assistant, J. Brett, Technical Lead - letter received April 9, 2020 - Secwépemc Landmarks Project request for Letter of Support

0164-2020 Moved: Councillor Wallace Richmond
 Seconded: Councillor Cannon
 THAT: Council provide a letter of support for the Shuswap Trail Alliance to apply on behalf of the Secwépemc Landmarks partners to the Heritage BC: Heritage Legacy Fund (Heritage Awareness stream) grant.

CARRIED UNANIMOUSLY

3. B. Stiles - email dated April 19, 2020 - Request for Business License for Fitness Classes in City Parks

0165-2020 Moved: Councillor Wallace Richmond
 Seconded: Councillor Flynn
 THAT: Staff be directed to report back to Council with respect to conducting fitness classes in City parks.

CARRIED

Councillor Eliason Opposed

2. A. Morris - email and attachments dated April 20, 2020 - Nuclear Weapons Disaster

0166-2020 Moved: Councillor Lavery
 Seconded: Councillor Wallace Richmond
 THAT: Mayor Harrison provide a letter in support of Canada making nuclear arms control and disarmament a national priority.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

2. Informational Correspondence - continued

2. A. Morris - email and attachments dated April 20, 2020 - Nuclear Weapons Disaster

Moved: Mayor Harrison

Seconded: Flynn

THAT: Council defer Motion 0166-2020 to the Regular Council Meeting of June 22, 2020.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

1. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report January - March 2020

Staff Sergeant West, Salmon Arm RCMP Detachment provided an overview of the quarterly Policing Report from January - March 2020 and was available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Rescind Motion 0085-2020 - June 8, 2020 to be held at the Salmon Arm Secondary Sullivan Campus

Minutes of the March 9, 2020 Regular Council Meeting (excerpt)

0085-2020 Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the afternoon portion of the Regular Council Meeting of June 8, 2020 be held at the Salmon Arm Secondary Sullivan Campus in the theatre.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS – continued

1. Rescind Motion 0085-2020 – June 8, 2020 to be held at the Salmon Arm Secondary Sullivan Campus – continued

0167-2020

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: motion 0085-2020 adopted at the March 9, 2020 Regular Council Meeting to hold the afternoon portion of the Regular Council Meeting of June 8, 2020 at the Salmon Arm Secondary Sullivan Campus in the theatre be rescinded.

CARRIED UNANIMOUSLY

2. Ray Mills, Canoe Forest Products – Block SS0040 – Proposed Douglas-fir beetle salvage in the East Canoe Creek Watershed

0168-2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Canoe Forest Products be authorized to harvest and administer the removal and sale of the beetle infested trees in the East Canoe Creek Watershed described as Block SS0040, as outlined in the correspondence and maps dated March 9, 2020 and generally in accordance with the field review of August 27, 2019 subject to a contract being prepared by Canoe Forest Products and agreeable to the City stating that all fees and taxes will be incurred and reported by Canoe Forest Products with the residual value paid to the City after deduction of harvesting costs, hauling, site prep, reforestation and overhead costs.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:39 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor Lindgren
Councillor L. Wallace Richmond

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

21. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 23.1 and 24.1 as the agent is a client of his firm.

22. HEARINGS

1. Development Variance Permit Application No. VP-514 [Steinwand, C. & K./Zimmerman, V.; 4581 72 Avenue NE; Setback requirements]

0169-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Development Variance Permit No. VP-514 be authorized for issuance for Lot 20, Section 6, Township 21, Range 9, W6M, KDYD, Plan KAP84599, which will vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.5 - R-1 Single-Family Residential Zone - on a corner parcel reduce the setback from a rear parcel line from 4.45 m (14.6 ft) to 1.7 m (5.6 ft) to allow for an addition to an existing single family dwelling as shown in Schedule A of the staff report dated April 15, 2020.

The Director of Development Services explained the proposed Development Variance Permit Application.

Submissions were called for at this time.

K. Steinwand, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:08 p.m. and the Motion was:

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

Councillor Flynn declared a conflict of interest and left the meeting at 7:10 p.m.

1. Zoning Amendment Bylaw Application No. ZON-1169 [Lewis, S.F.; 710 10 Street SW; R-1 to R-5]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

J. Barillaro - email dated April 27, 2020 - Rezoning Lot 1, Section 14

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:12 p.m. and the next item ensued.

Councillor Flynn returned to the meeting at 7:12 p.m.

23. STATUTORY PUBLIC HEARINGS - continued

2. Zoning Amendment Application No. ZON-1173 [Shantz, C.; 2760 30 Street NE; R-1 to R-8]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

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

3. Zoning Amendment Application No. ZON-1172 [Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:15 p.m. and the next item ensued.

4. Zoning Amendment Application No. ZON-1170 [Gilmore, C.; 390 6 Street SE; R-1 to R-8]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

S. Hiebert – email dated April 26, 2020 – Neighborhood Rezoning Concern

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:20 p.m.

24. RECONSIDERATION OF BYLAWS

Councillor Flynn declared a conflict of interest and left the meeting at 7:21 p.m.

1. City of Salmon Arm Zoning Amendment Bylaw No. 4375 [ZON-1169; Lewis, S.F.; 710 10 Street SW; R-1 to R-5] – Third Reading

0170-2020

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4375 be read a third time.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 7:23 p.m.

24. RECONSIDERATION OF BYLAWS - continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4389 [ZON-1173; Shantz, C.; 2760 30 Street NE; R-1 to R-8] - Third and Final Reading

0171-2020 Moved: Councillor Cannon
 Seconded: Councillor Eliason
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4389 be read a third and final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4381 [ZON-1172; Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8] - Third Reading

0172-2020 Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4381 be read a third time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4377 [ZON-1170; Gilmore, C.; 390 6 Street SE; R-1 to R-8] - Third Reading

0173-2020 Moved: Councillor Cannon
 Seconded: Councillor Eliason
 THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4377 be read a third time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

Council held a Question and Answer session with any questions submitted by the public.

26. ADJOURNMENT

0174-2020 Moved: Councillor Flynn
 Seconded: Councillor Wallace Richmond
 THAT: the Regular Council Meeting of April 27, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:25 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2020.

MAYOR

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Item 6.2

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Special Council Meeting Minutes of May 4, 2020, be adopted as circulated.

Vote Record

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

Opposed:

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

SPECIAL COUNCIL

Minutes of a Special Meeting of Council of the City of Salmon Arm commenced by electronic means as authorized by Ministerial Order M139, at 9:00 a.m. on Monday, May 4, 2020.

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon (entered the meeting at 10:49 a.m.)
 Councillor 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 Development Services K. Pearson
 Acting Chief Financial Officer T. Tulak
 Director of Engineering & Public Works R. Niewenhuizen
 General Manager Shuswap Recreation Society D. Boyd
 Recorder C. Simmons

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 9:02 a.m.

2. IN-CAMERA SESSION

0175-2020 Moved: Councillor Eliason
 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 9:02 a.m.

Council returned to Regular Session at 10:49 a.m.

Councillor Cannon entered the meeting at 10:49 a.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. ADOPTION OF AGENDA

5. BYLAWS

1. City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4396 – Final Reading

0176-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm 2020 Annual Rate of Taxation Bylaw No. 4396 be read a final time.

CARRIED UNANIMOUSLY

6. ADJOURNMENT

0177-2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Special Council Meeting of May 4, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:51 a.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2020.

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Item 7.1

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee Meeting Minutes of May 4, 2020, 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 by electronic means, as authorized under Ministerial Order M139, on Monday, May 4, 2020.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor K. Flynn
Councillor C. Eliason
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
Fire Chief B. Shirley
Recorder C. Simmons

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. Zoning Amendment No. ZON-1174; 508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4]

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP54560 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone);

AND THAT: final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

K. Guenther, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Land Use Contract Termination [LUC M61302; 1311 20 Street NE, 1331 20 Street NE and 1351 20 Street NE; LUC M17793; 2450 10 Avenue NE, 2600 10 Avenue NE, 631 24 Street NE, 620 24 Street NE, 2207 5 Avenue NE, 671 24 Street NE and 660 24 Street NE; LUC M66216; 5590 Canoe Beach Drive NE]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would terminate the following Land Use Contracts for the parcels legally described as:

- 1) LUC M61302 – 1311 20 Street NE (Lot 3, Township 20, Range 10, W6M, KDYD, Plan 28370), 1331 20 Street NE (Lot 2, Township 20, Range 10, W6M, KDYD, Plan 28370) and 1351 20 Street NE (Lot 1, Township 20, Range 10, W6M, KDYD, Plan 28370);
- 2) LUC M17793 – 2450 10 Avenue NE (Lot 2, Township 20, Range 10, W6M, KDYD, Plan 32155), 2600 10 Avenue NE (Lot A, Township 20, Range 10, W6M, KDYD, Plan KAP61641), 631 24 Street NE (Lot 5, Township 20, Range 10, W6M, KDYD, Plan 27972), 620 24 Street NE (Lot 2, Township 20, Range 10, W6M, KDYD, Plan KAP56352), 2207 5 Avenue NE (Lots 1-38, Township 20, Range 10, W6M, KDYD, Plan K171), 671 24 Street NE (Lots 1-18, Township 20, Range 10, W6M, KDYD, Plan KAS2857), 660 24 Street (Lots 1-12, Township 20, Range 10, W6M, KDYD, Plan KAS1851); and
- 3) LUC M66216 – 5590 Canoe Beach Drive NE (Lot A, Township 21, Range 9, W6M, KDYD, Plan 28434).

CARRIED UNANIMOUSLY

6. PRESENTATIONS

7. FOR INFORMATION

1. Agricultural Land Commission - letter dated April 23, 2020 - Application 56448 - Resolution #170/2020 - Salmon Arm Folk Music Society

Received for information.

8. IN CAMERA

9. LATE ITEMS

10. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee meeting of May 4, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:33 a.m.

Mayor Alan Harrison
Chair

Minutes received as information by Council
at their Regular Meeting of , 2020.

Item 9.1

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council award the 2020 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of One Million Two Hundred Sixty Three Thousand Nine Hundred and Ten Dollars (\$1,263,910.00) plus taxes as applicable.

Vote Record

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

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



File: 2020-01

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor
 DATE: May 01, 2020
 SUBJECT: **TENDER AWARD – 2020 PAVING PROGRAM**

STAFF RECOMMENDATION

THAT: Council award the 2020 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of One Million Two Hundred Sixty Three Thousand Nine Hundred and Ten Dollars (\$1,263,910.00) plus taxes as applicable.

BACKGROUND

The annual paving program tenders include supply and placing asphaltic concrete pavement, tack coat for asphalt overlays, required asphalt milling and asphalt pulverizing. In previous years this contract included asphalt patching; however, the past four years, a separate asphalt patching contract has been awarded to create more ease of scheduling and cost savings.

Provisions once again, have been implemented in this year's Contract to enhance project scheduling, workmanship and communications. Stricter deadlines have been outlined and will be enforced. Fletcher Paine and Associates will be working closely with the City of Salmon Arm ensuring the best product is being received; and the testing/penalty clauses have been reviewed and altered as required.

On Thursday April 30, 2020 tender submissions were received and confirmed as follows:

Company	Tender Amount (excluding applicable taxes)
Okanagan Aggregates Ltd.	\$ 1,263,910.00
Vernon Paving Division of Lafarge Canada Inc.	\$ 1,452,809.22*
Terus Construction Ltd. DBA Valley Blacktop	\$ 1,659,075.00
<i>2020 budget including 2020 carry forward</i>	<i>\$ 1,567,040.00</i>

*Corrected for unit price extension error.

The lowest tenderer, Okanagan Aggregates Ltd. has completed the City of Salmon Arm's paving program successfully over the last three years.

Proposed paving locations, as identified in the 2020 budget, are as follows (see attached map):

Location Street	From	To
3 Street SE	5 Ave. SE	7 Ave. SE
6 Ave. SE	3 Street SE	4 Street SE
7 Ave. SE	3 Street SE	4 Street SE
4 Street SE	6 Ave. SE	7 Ave. SE
60 Street SE	10 Ave. SE	Okanagan Avenue
10 Ave. SE	50m West of 60 Street	50m East of 60 Street
Auto Road SE	15 Street SE	20 Street SE
50 Street NW	10 Ave. NW	30 Ave. NW
70 Ave. NE	TCH	120m North/East
70 Ave. NE	TCH 120m NE	240m North/East
36 Street NE	16 Ave. NE	20 Ave. NE
20 Street SE	12 Ave. SE	10 Ave. SE
75 Ave. NE	50 Street NE	300m East
10 Street NE	8 Ave. NE	100m South
60 Street NW	Christison Road	500m North
Marine Drive Parking Lot - Reconstruction		
Airport – Taxiway Charlie – New Construction		

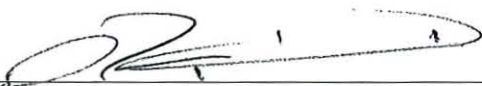
STAFF COMMENTS

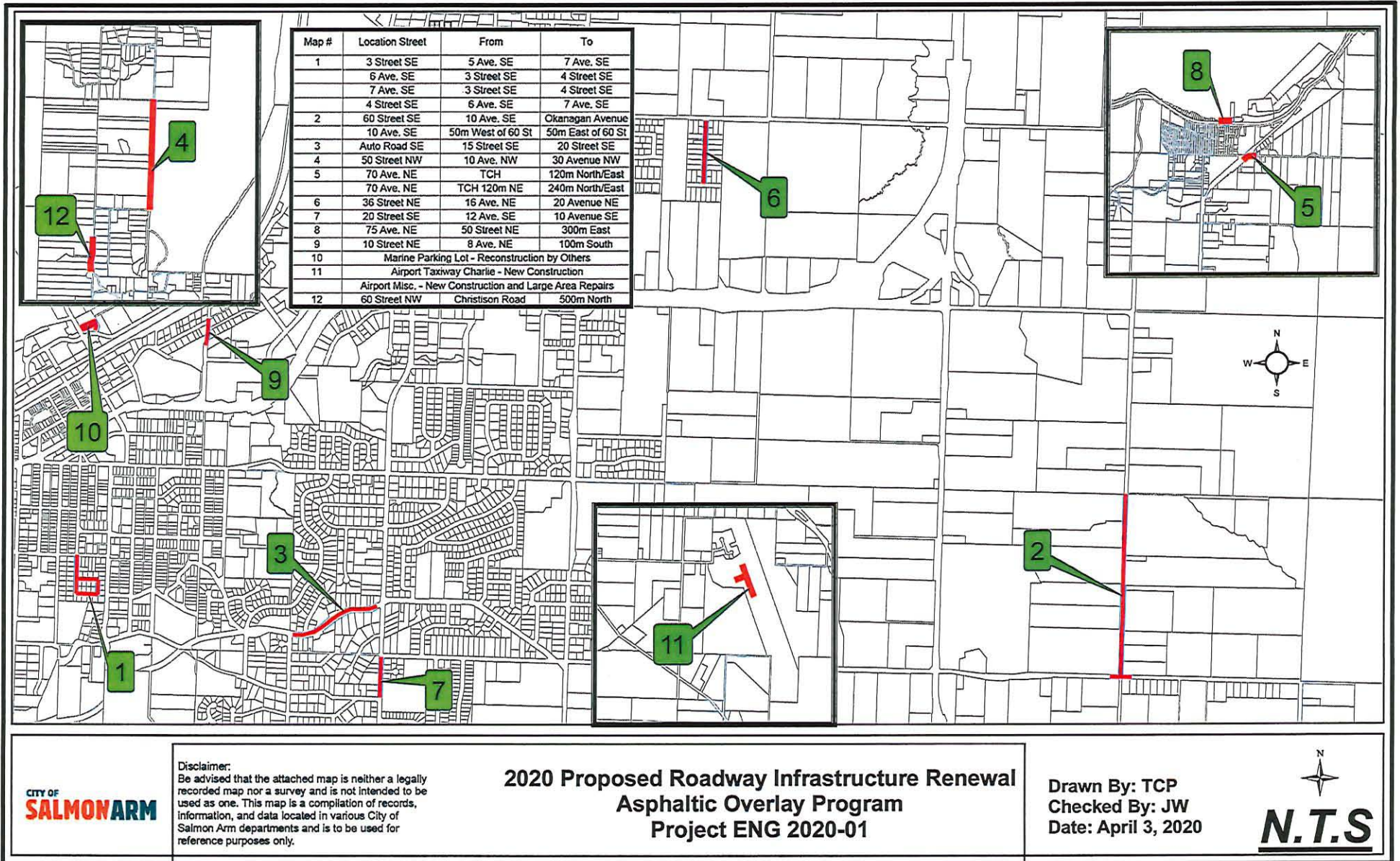
The 2020 paving project list was compiled using the 2020 Capital Budget including 2019 carry forward amount for a total of \$1,408,000.00. The budget allocation includes funding for overlay, material testing, construction and contingency. Other costs associated with the work includes road base preparation, milling, pulverizing, layout and required drainage improvements, etc.

Depending on the actual tonnage of asphaltic concrete and other costs, the overlay program will be increased or reduced in order to take maximum advantage of the available funds. It should be noted that a unit price Contract allows flexibility to increase or decrease the scope of work (total number of units).

Based on the above, it is recommended that Council award the 2019 Paving Program Contract to Okanagan Aggregates Ltd., in accordance with the unit prices specified in their Tender, in the amount of One Million Two Hundred Sixty Three Thousand Nine Hundred and Ten Dollars (\$1,263,910.00) plus taxes as applicable. The individual Contract amounts will not exceed the approved 2020 budget amounts.

Respectfully submitted,


Robert Niewenhuizen, ASCT
Director of Engineering and Public Works



Item 9.2

CITY OF SALMON ARMDate: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the Zone 1 – Canoe Beach Watermain Upgrade project in the amount of \$50,000.00. This amount to be transferred from Water Revenue source for the approved Zone 2 – Pump Station Design project;

AND THAT: Council approve the material supply purchase from EMCO Corporation-Kelowna Branch for 610± meters fusible PVC pipe and fittings for the total quoted price of \$260,000.00 plus taxes as applicable;

AND THAT: Council approve the award for Fusing/Pulling Services to Iron Man Directional Drilling for the quoted total price of \$38,720.00 plus taxes as applicable.

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: Tim Perepolkin, Capital Works Supervisor
DATE: May 04, 2020
SUBJECT: **ZONE 1 - CANOE BEACH WATERMAIN UPGRADE PROJECT
MATERIAL SUPPLY AWARD & FUSING SERVICES AWARD**

STAFF RECOMMENDATION

- THAT:** The 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the Zone 1 – Canoe Beach Watermain Upgrade project in the amount of \$50,000.00. This amount to be transferred from Water Revenue source for the approved Zone 2 – Pump Station Design project;
- AND THAT:** Council approve the material supply purchase from EMCO Corporation-Kelowna Branch for 610± metres fusible PVC pipe and fittings for the total quoted total price of \$260,000.00 plus taxes as applicable;
- AND THAT:** Council approve the award for Fusing/Pulling Services to Iron Man Directional Drilling for the quoted price of \$38,720.00 plus taxes as applicable.

BACKGROUND

In 2017 there were 2 pipe failures as a result of corrosive soils on the Zone 1 Canoe Trunk Main between Captain's Cove Marina and Canoe Beach Lease Lots. One of these failures was on a section of the main that is under water and inaccessible at high lake level. Each of these failures resulted in difficult repairs and could create capacity issues for Salmon Arm's Water Supply depending on time of the year. The City was fortunate that the watermain failures occurred at times when water demands and lake levels were low making the repairs difficult but manageable.

Staff reviewed multiple options for repairing this portion of trunk main and determined the most cost effective method of repair to be pulling a smaller diameter pipe inside the existing pipe. This project was originally introduced into budget discussions in 2019 and was approved in the 2020 budget with a project value of \$280,000. Since the fall of 2018 when the project budget was originally prepared, pipe material costs have increased by >20%. City staff intend to complete this project in-house with the exception of the pipe fusing and pulling. The project will need to be scheduled for completion in the fall when lake levels are low and water demand is low.

Fusing and Pulling of PVC pipe is a specialized service with very few companies certified to fuse PVC pipe. Staff were able to acquire two (2) quotes for fusing confirming that we are getting good value for the service provided.

A request for quotes was issued to five (5) material suppliers with the following results:

Company	Quote Total (excluding GST)
EMCO Corporation – Kelowna Branch	\$ 257,950.15
ICONIX Waterworks - Vernon	\$ 258,876.00
Wolseley Canada Inc. – Kelowna	\$ 259,206.90
Delta Irrigation Ltd. – Kamloops	\$ 262,363.75
Andrew Sheret Ltd. – Salmon Arm	\$ 262,460.71

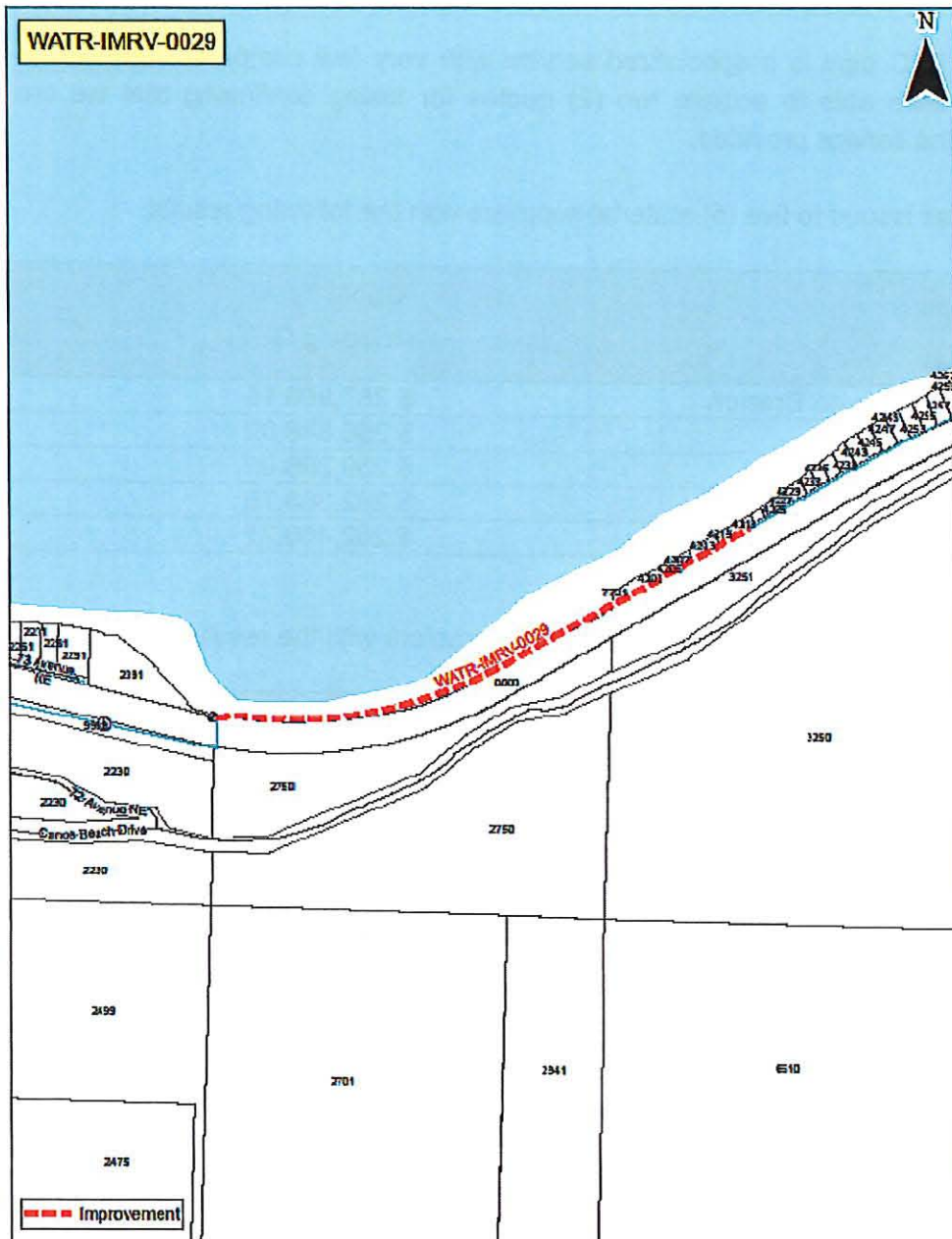
A request for quote was issued to two (2) fusing/drilling contractors with the results as follows:

Company	Quote Total (excluding GST)
Iron Man Directional Drilling – Salmon Arm	\$ 38,720.00
Directional Mining & Drilling Ltd. – Langley	\$ 54,180.00

STAFF COMMENTS

Iron Man Directional Drilling have worked successfully with the City on other directional drilling projects. Staff recommend moving forward with award of both the supply of materials to EMCO Corporation – Kelowna and fusing/pulling work to Iron Man Directional Drilling Ltd. of Salmon Arm.

Awarding the material supply now will ensure supply and pricing is secured. With large diameter 500mm pipe, materials are not necessarily stock and need to be manufactured. The pipe will be manufactured at the IPEX plant in Edmonton and other iron fittings will be coming from Eastern Canada. Also awarding the fusing/pulling work will allow us to secure a schedule time for fall installation.



Respectfully submitted,

Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Item 9.3

CITY OF SALMON ARM

Date: May 11, 2020

Acting Chief Financial Officer - 2020 Budget Analysis – COVID-19 For Discussion

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: May 7, 2020
 Subject: 2020 Budget Analysis – COVID-19

FOR DISCUSSION

Further to Council's request, please find summarized below information relative to Revenues and Expenses for 2020 in relation to the current COVID-19 pandemic.

Any surplus funds recognized as a result of projects postponed or cancelled will be set aside or 'parked' and will not be reallocated to any other projects. These surplus funds may be used to support the City's cash reserves, in anticipation of late collections of current year property taxes. All of the expenses listed below have been included in the 2020 budget and the actions contemplated in this memo will have no impact on the taxes payable or collected for the current year.

Steps Already Taken

The following steps have all been recommended by staff and approved by Council:

- Hiring freeze – Savings approximately \$238,000;
- Part Time & Relief Staff Layoff – Savings approximately \$33,000 per month;
- 0% Property Tax Increase across all classes – Funded from 'Emergency' Reserve Account \$470,460; and
- Metered Utility Penalty Waived for first two bills of 2020 – Loss of revenue approximately \$4,500.

Possible Future Steps

Expenses

The following expenses have been reviewed as potential items that may be 'parked' or removed, should there be a significant decrease in revenue collection that impacts the 2020 budget.

The following capital and major maintenance projects could be 'parked', resulting in funds still being available to complete the project(s) in the near future:

16 Avenue SE (1600 Blk) Replacement	\$ 30,000.00
Bump Out (5 Ave SE – 2 Ave SE)	40,000.00
10 St NE (8 Ave NE)	75,000.00
Okanagan Speed Calming	20,000.00
Asphaltic Overlays – Additional	200,000.00
Marine Park – Round-A-Bout Garden	25,000.00
Disk Golf Course	20,000.00
Beverage Recycling Canisters	5,000.00
Shuswap Middle School – Court Resurfacing	10,700.00
Natural Gas Services – Rap Attack Base	3,000.00
Ticket Spitter (Marine Park)	20,000.00
Total	\$ 448,700.00

The following events may/will not take place, arguably resulting in funding not being required:

Roots and Blues	\$ 52,900.00
Salmon Arm Children's Festival – Canada Day	8,200.00
Canada Day Celebrations	<u>17,000.00</u>
Total	\$ 78,100.00

Please be advised that both the Roots and Blues Festival and the Salmon Arm Children's Canada Day Festival have been cancelled by the organizer. The Canada Day Celebrations are organized by the City and moving forward with the event is yet to be determined

The following transfers to reserves could be removed/deferred or reallocated back to the 'Emergency' Reserve Account:

Civic Building – Carpet Replace/Re-Painting	\$ 30,000.00
Senior Centre – Drop In – Structural Eng.	15,000.00
Active Transportation	20,000.00
Food & Urban Agricultural Plan	5,000.00
20 Ave/20 St Intersection Realignment	59,630.00
Gateway Signage	10,000.00
Shuswap Memorial Cemetery – Development	10,000.00
Parks Preplan	25,000.00
McGuire Park – Japanese Garden	5,000.00
Blackburn Park – Upgrade Ball Diamonds	<u>50,000.00</u>
Total	\$ 229,630.00

The total amount of expenses listed above amount to \$756,430.00, not including the steps already taken to reduce expenses.

Contracts

The following operating and maintenance contracts could be reviewed, removed, or deferred; however, there are contractual obligations to consider.

	Budget	Paid to Date	Remaining
Shuswap Trail Alliance	\$ 44,000.00	\$ 11,000.00	\$ 33,000.00
Economic Development Society	340,000.00	170,000.00	170,000.00
Chamber of Commerce – Tourism	137,140.00	68,570.00	68,570.00
Senior Resource Centre	22,550.00	11,266.50	11,283.50
Haney Heritage Park	115,000.00	57,500.00	57,500.00
Salmon Arm Art Gallery	<u>42,500.00</u>	<u>0.00</u>	<u>42,500.00</u>
Total	\$ 701,190.00	\$ 318,336.50	\$ 382,853.50

Revenue

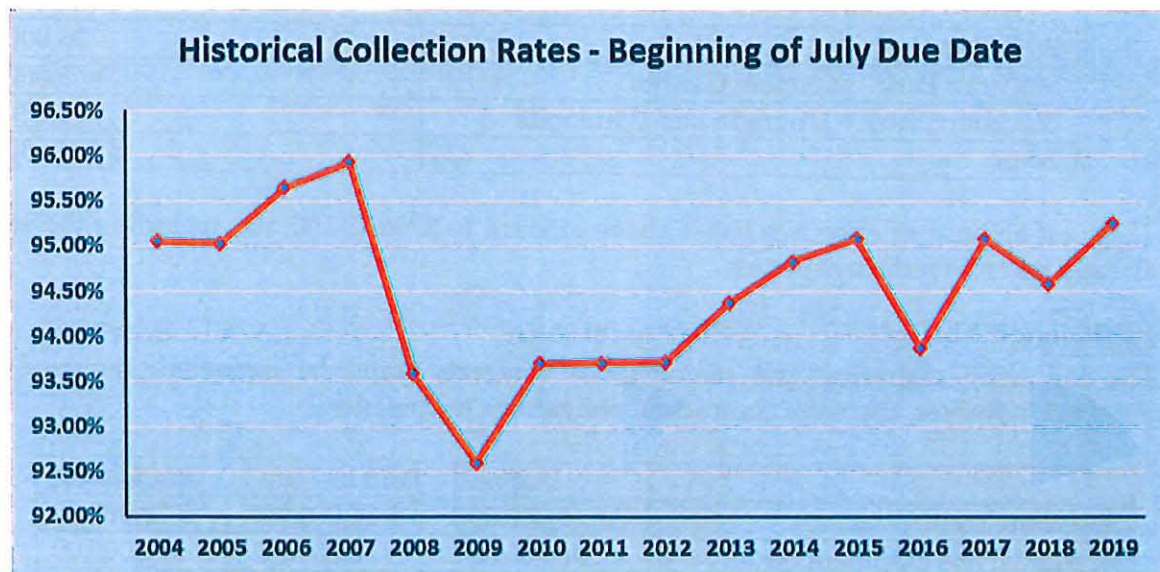
The City may see a decrease in revenue for items such as parking fees, burning permits, dog licenses, traffic fines, rental/lease fees, etc. A 15% decrease in these revenues would amount to approximately \$63,500.00.

Property Tax Collections

The historical average of Property Taxes Collected is 94.5%, based on the last sixteen (16) years. Based on the 2020 Municipal Property Taxation Levy (\$18,614,220.00), the following shows the possible impact to revenues, if property tax collections were delayed:

Additional 10% Uncollected Due to COVID-19	\$ 1,861,422.00
Additional 20% Uncollected Due to COVID-19	\$ 3,722,844.00

Based on Beginning of July Due Date



Outcomes from Hiring Freeze

There will be many cost savings as a result of the City implementing a hiring freeze for 2020. Staff are focused on essential operating and maintenance required for our parks, roads, and water and sewer functions. There will be less mowing and weed whacking in the parks, resulting in savings in our regular operating and maintenance budgets. A minimum approach was taken when planting flower beds and planters in the City, to reduce the staffing hours required to pull weeds and water planters that are not irrigated. Utilities will maintain their focus on essential repairs and maintenance and emergencies as they arise. Some capital projects or other projects that may not be essential (weed control, ditch maintenance, brushing, etc.) would see a decrease as a result of reduced staffing.

Cash Flow

The Province has provided grace to municipalities by extending the School Tax remittance date to December 31, 2020. In 2019, the two (2) School Tax Payments due in July totaled \$2,914,972.41. Deferring these payments will allow the City to use the tax revenue collected to pay other government agencies on July 31, in the amount of \$2,819,175.00.

The Province has also allowed municipalities to borrow from reserve funds to address revenue shortfalls. Any money borrowed must be repaid within five years of borrowing. Over the past many years, the City (staff and elected officials) have worked extremely hard to develop reserve accounts to help fund future projects as recommended by staff and council. The City has a healthy balance in reserve accounts that can help to float the City through these extreme times, should property tax collections be lower than normally expected. Once the property taxes have been collected, these accounts would be replenished.

A Revenue Anticipation Borrowing Bylaw has also been adopted by Council, that allows the City to borrow up to \$1,000,000.00 to cover expenditures up to the property tax due date. Staff do not envision that this will be necessary. However, temporary borrowing from the City's Reserve Account may be required.

Summary

In summary, if the Property Tax Collections were reduced by an additional 10% due to the current COVID-19 pandemic, the City would have a reduction in municipal tax revenue of \$1,861,422.00. The expenses detailed above that could be 'parked' for the current year total \$756,430.00. These projects could be 'unparked' once the property tax collections were recognized. The City also has the ability to borrow up to \$1,000,000.00 to cover expenditures as a result of the adopted Revenue Anticipation Borrowing Bylaw. This report assumes no requirement for further phased workforce reduction.

Possible Revenue Shortfall/Increase:	
Reduced Property Tax Collection (95% to 85%)	\$(1,860,000.00)
Fees/Rent/Permits	(63,500.00)
Revenue Anticipation Borrowing/Reserve Accounts	1,000,000.00
Total Possible Revenue (Shortfall)/Increase	(923,500.00)
Possible Expense Savings:	
Hiring Freeze	238,000.00
Part Time & Relief Layoff (based on 3 Months)	99,000.00
'Parked' Projects	756,430.00
Total Possible Expenses Savings	1,093,430.00
Surplus / (Deficit)	\$ 169,930.00

Respectfully Submitted,



Tracy Tulak, CPA, CMA
Acting Chief Financial Officer

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Item 10.1

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4390 be read a first and second time;

AND THAT: final reading of the bylaw be withheld subject to approval of the bylaw by the Ministry of Transportation and Infrastructure.

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: April 27, 2020

Subject: Zoning Bylaw Amendment Application No. 1174

Legal: Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP54560

Civic: 1141 – 18 Street NE

Owner: 508316 BC Ltd.

Applicant: Guenther, K.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan KAP54560 from R-1 (Single-Family Residential Zone) to R-4 (Medium Density Residential Zone);

AND THAT: Final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcel is located at 1141 – 18 Street NE, just west of the RCMP station and north of the Trans Canada Highway (Appendix 1 and 2), and has frontage on both 18 Street and 11 Avenue NE. 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 and 4). This area is generally residential with a mix of zones, predominantly Residential (R-1), Institutional (P-3) and Commercial zones, with some Medium Density Residential (R-4) zoned parcels also in the vicinity.

The subject parcel is approximately 1 hectare in area, measures approximately 67 metres by 128 metres, and currently contains a single family dwelling. Steep slopes are identified in the OCP on the northwest corner of the subject parcel (Appendix 3). Site photos are attached as Appendix 5.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-1, R-4, R-5, and R-8), with Institutional zones and Commercial zones in the nearby area.

Land uses adjacent to the subject parcel include the following:

South: Road (11 Avenue NE), with residential beyond (zoned R-1 and R-5)
 North: Single-Family Residential (R-1) parcels
 East: Road (18 Street NE), with a Single-Family (R-1) and Medium Density R-4 parcels beyond
 West: Single-Family Residential (R-1) and Residential Suite (CD-7) parcels

The proposal is to rezone the subject parcel to R-4 (Medium Density) to facilitate future medium density residential development. Although not technically required at this rezoning stage, a development concept showing 30 units has been provided (Appendix 6). Staff note that while the provision of the development concept illustrates some level of feasibility, the applicant is not required to follow the proposed concept.

If rezoned to R-4 as proposed, a multi-family development would require a Development Permit application, and such an application is expected to be forthcoming given the proposed development concept. A Development Permit application, if approved, would determine more precisely the form and character details of the proposed development concept, including a site plan, landscape plan, and building elevations. The development of one single-family dwelling would be exempt from a development permit application.

OCP POLICY

The subject parcel is designated Medium Density Residential in the OCP which supports R-4 zoning, and is within Residential Development Area A, the highest priority area for development. The proposed density aligns well 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, providing housing options, and supporting compact communities. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

COMMENTS

Ministry of Transportation and Infrastructure

It is recommended that final reading of the Bylaw be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure. The Ministry has granted preliminary approval.

BC Hydro

BC Hydro requires a right-of-way at the subdivision/development stage.

Engineering Department

Comments attached as Appendix 7.

Building Department

No concerns with rezoning.

Fire Department

No Fire Department concerns.

Planning Department

The surrounding neighbourhood is characterized by a mix of older, single family housing and newer condominium, commercial and institutional development, most significantly the uptown SASCU / Askew's location and the 21 Street NE underpass. The subject parcel is located in an area well-suited for higher density residential development, being within close walking distance of the eastern commercial node, recreation centre, arena, schools including Okanagan College, and transit routes, with the City Centre and hospital approximately 1 km away.

The maximum residential density permitted under R-4 (Medium Density) zoning is 40 dwelling units per hectare of land. As the subject property is approximately 1 hectare in area, the maximum permitted density under R-4 would be 40 dwelling units assuming: 1) some form of strata development; 2) the present gross area of the subject parcel; and 3) no density bonus. The minimum parcel area for a single family dwelling is 300 square metres. The R-4 Zoning regulations are attached as Appendix 8.

This proposal involves a 30 unit multi-family development concept at this preliminary stage. Staff note that if rezoned to R-4, a number of development scenarios could present themselves, including single-family, duplex, triplex, and multi-family residential development scenarios, potentially at a higher density than 30 units and involving a Development Permit application to Council, subdivision and stratification.

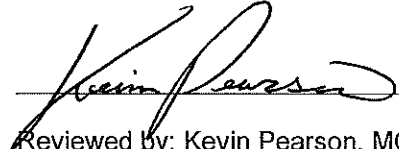
Frontage improvements as per the Subdivision and Servicing Bylaw would be required for any development with R-4 zoning. A Development Permit application would be required to address the form and character of the multi-family development concept submitted with this application.

CONCLUSION

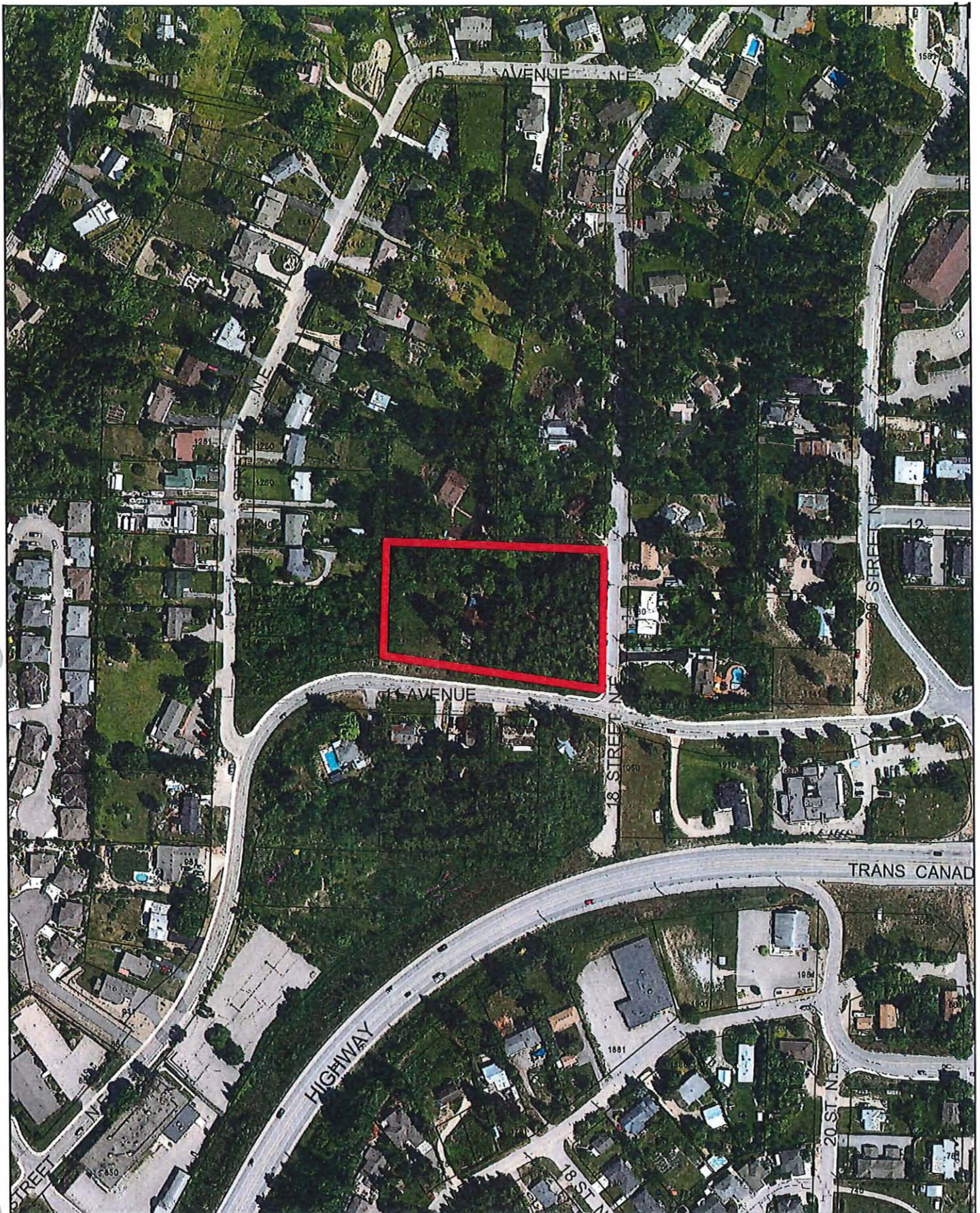
The proposed R-4 zoning of the subject property is supported by OCP policy and is therefore supported by staff.



Prepared by: Chris Larson, MCP
Planning and Development Officer

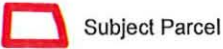
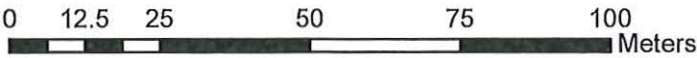
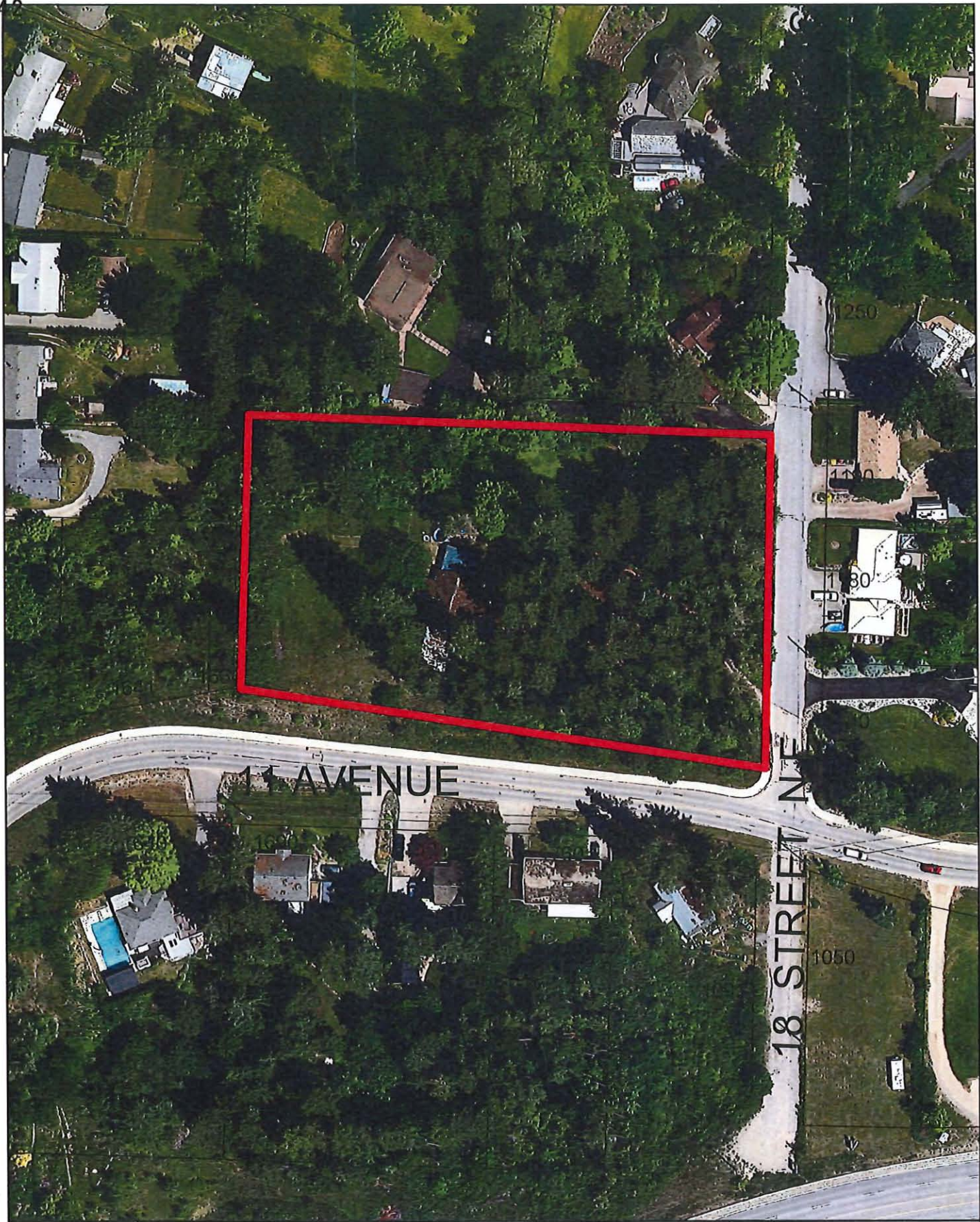


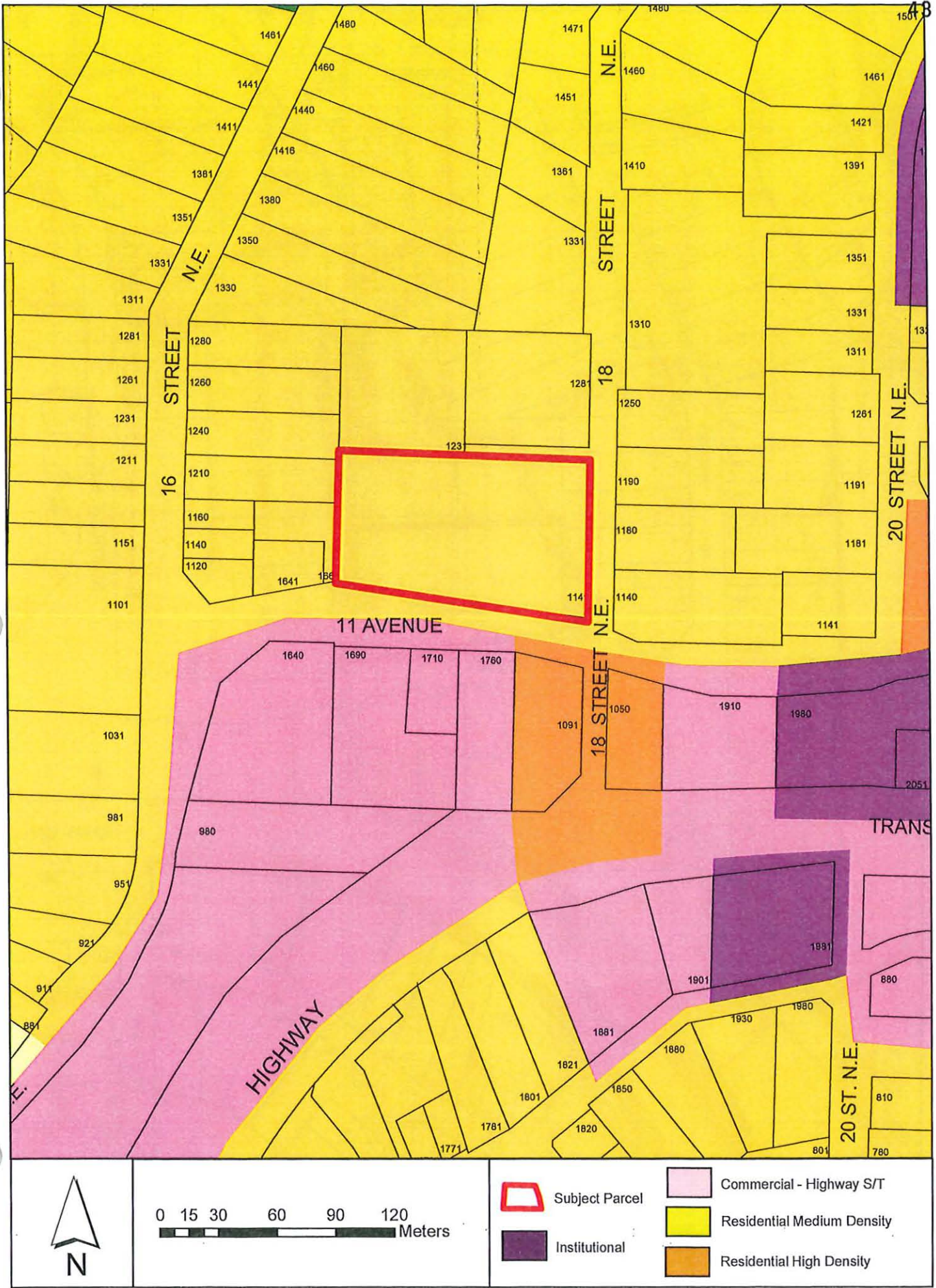
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

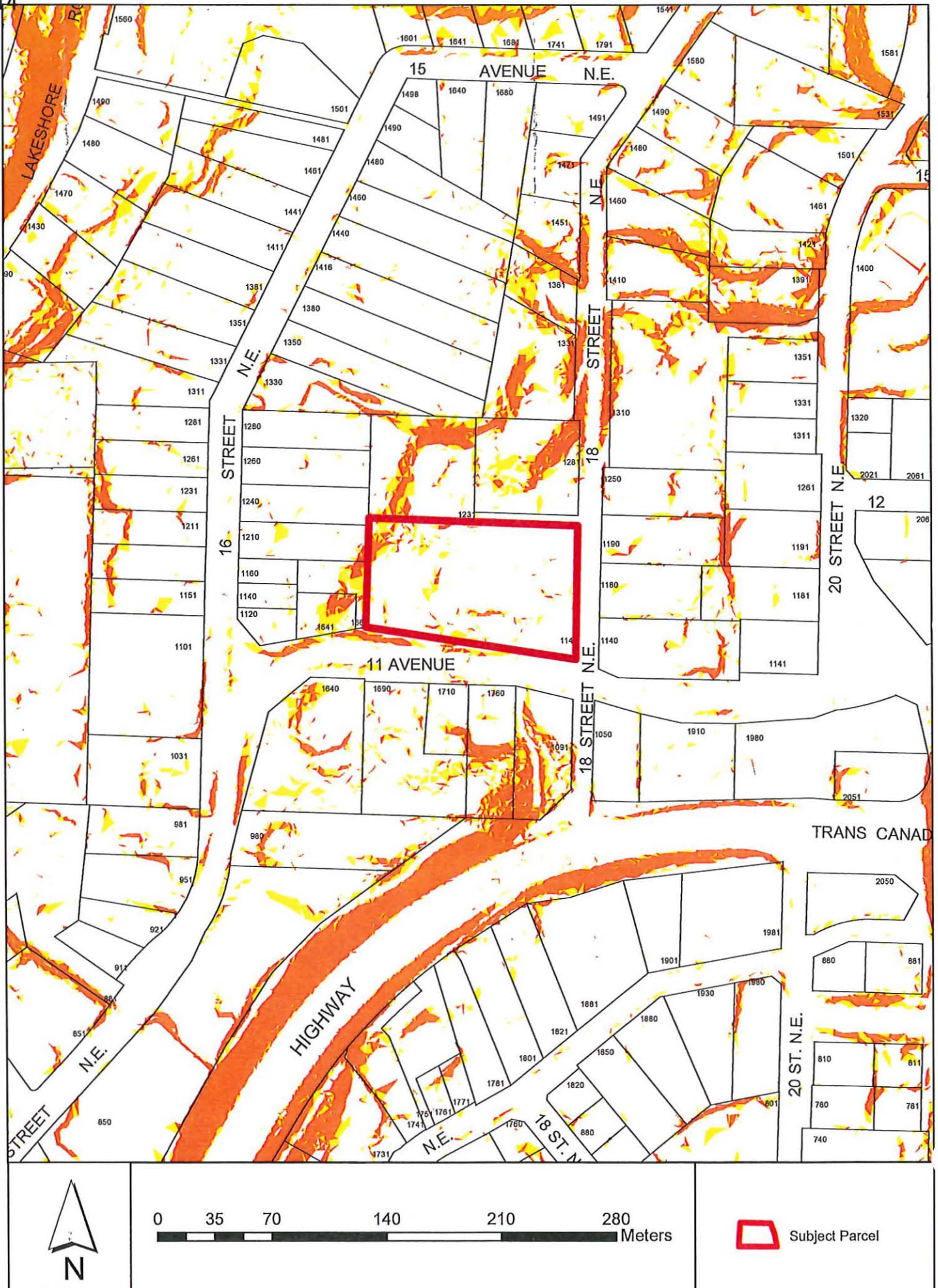


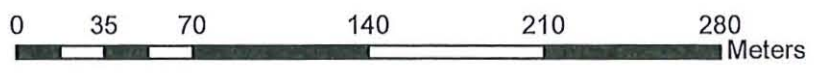
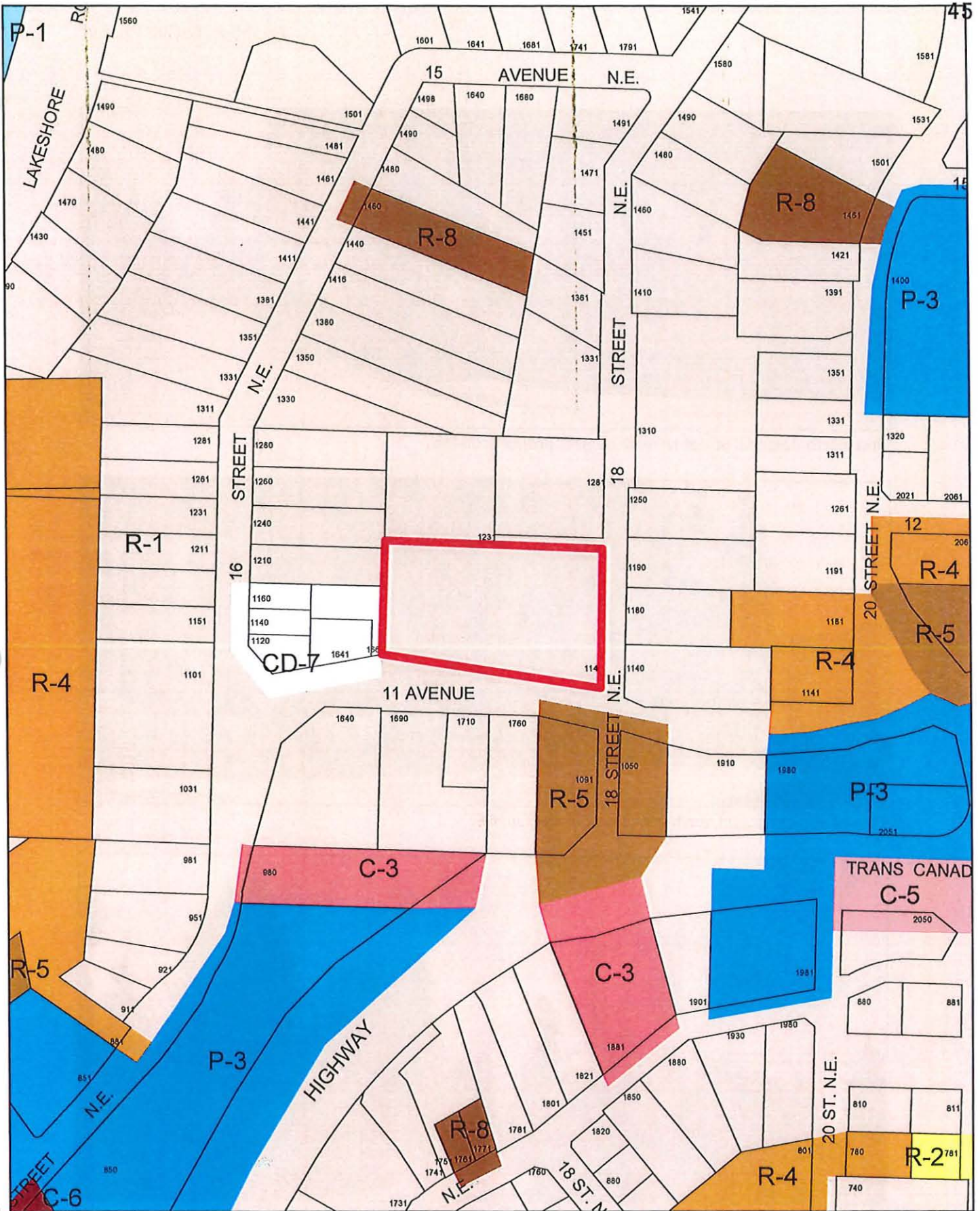
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 Subject Parcel









Subject Parcel



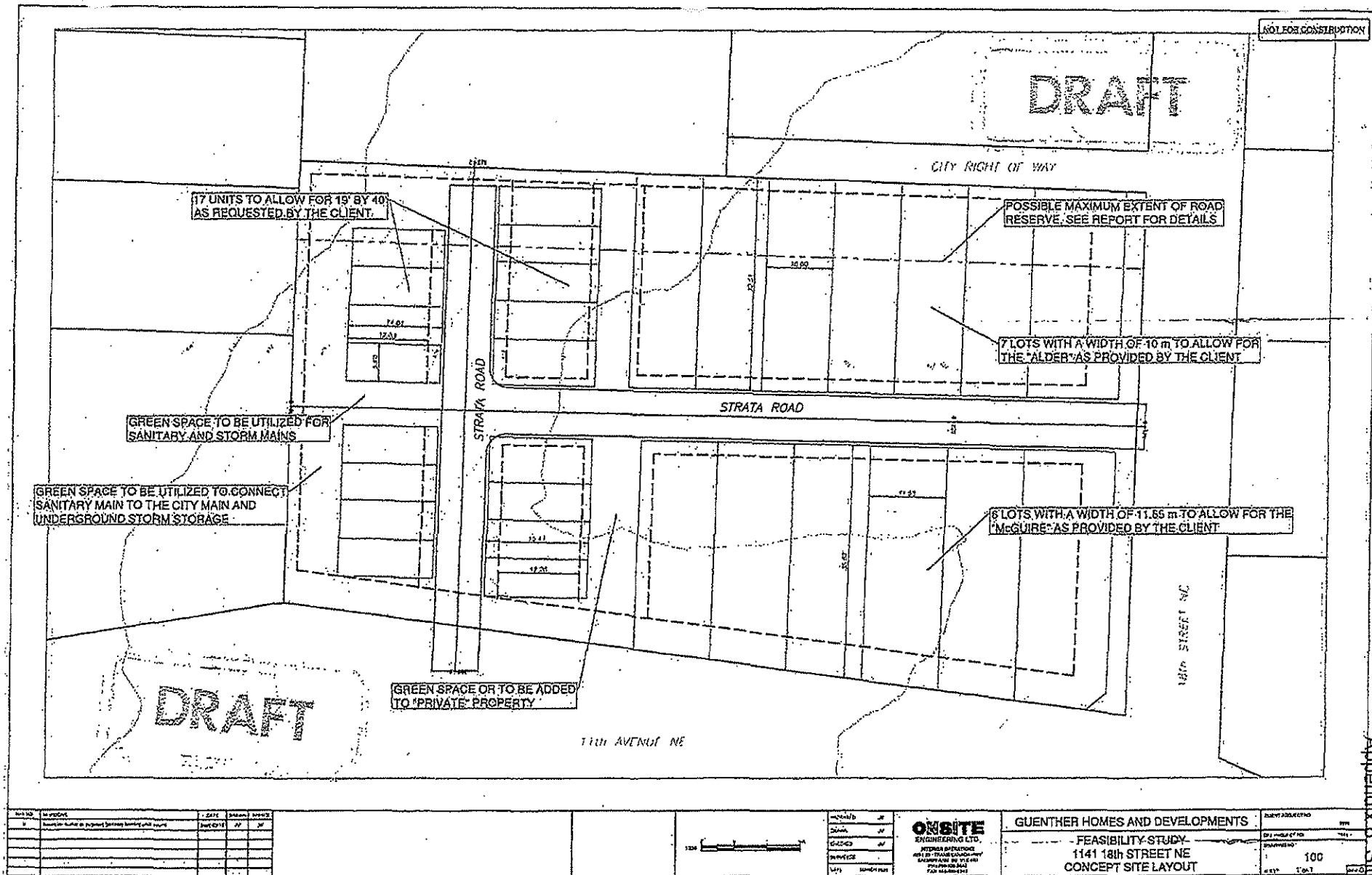
View north down 18 Street NE with subject property on left.



View of subject parcel northwest along 11 Avenue NE.



View northeast on 11 Avenue NE, showing adjacent development and existing dwelling at center.



CITY OF SALMON ARM

*Memorandum from the
Engineering and Public
Works Department*

TO:	Kevin Pearson, Director of Development Services
DATE:	07 April 2020
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	508316 BC Ltd., PO Box 39, Salmon Arm, BC V1E 4N2
APPLICANT:	Kelly Guenther, PO Box 906, Salmon Arm, BC V1E 4P1
SUBJECT:	ZONING AMENDMENT APPLICATION FILE NO. ZON-1174
LEGAL:	Lot 3, Section 24, Township 20, Range 10, W6M KDYD, Plan KAP54560
CIVIC:	1141 – 18 Street NE

Further to your referral dated 2 April 2020, 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. 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.
8. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1174

07 April 2020

Page 2.

Roads / Access:

1. 11 Avenue NE, on the subject properties southern boundary, is designated as a 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. 11 Avenue NE 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, street lighting and fire hydrants. Owner / Developer is responsible for all associated costs.
3. 18 Street NE, on the subject properties eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 3.36m of additional road dedication is required (to be confirmed by a BCLS).
4. 18 Street NE 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, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. The Laneway on the subject properties northern boundary requires 10.0m road dedication. Available records indicate that 4.0m of additional road dedication is required (to be confirmed by a BCLS).
6. The Laneway is not constructed to any standard, however, since it is currently only being used as a private driveway, no further upgrades are required.
7. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
8. A 5.0m by 5.0m corner cut is required to be dedicated at the intersection of 11 Avenue NE and 18 Street NE.
9. As 11 Avenue NE will be designated a Collector Road in the future due to traffic volumes, access shall be restricted to 18 Street NE only and no access will be permitted onto 11 Avenue NE.
10. 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.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1174

07 April 2020

Page 3

Water:

1. The subject property fronts a 450mm diameter Zone 1 watermain on 11 Avenue NE and a 150mm diameter Zone 2 watermain on 18 Street NE. No upgrades will be required at this time.
2. The property shall be serviced by single metered water service connection (as per Specification Drawings No. W-11) adequately sized to satisfy the servicing requirements for the proposed use. Water meters will be provided by the City at time of Building Permit, at the owner/developers cost.
3. Bare Land 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 service of unknown size from the 150mm diameter watermain on 18 Street NE. This service is to be removed at the water main at the Owner / Developer's cost.
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. Fire hydrant installation will be required. Owners consulting Engineer shall review the site to ensure placement of fire hydrants meet the medium density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 11 Avenue NE and a 150mm diameter sanitary sewer on 18 Street NE. Since the 18 Street NE sewer terminates at the top of the hill and there are no further properties served, no upgrades will be required.
2. The subject property 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's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1174

07 April 2020

Page 4

3. Records indicate that the existing property is serviced by a 150mm service from the sanitary sewer on 11 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

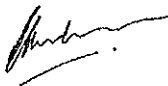
Drainage:

1. The subject property fronts a 525mm diameter storm sewer on 11 Avenue NE. No upgrades will be required at this time, however extension of the Storm sewer up 18 Avenue NE may be required to collect road drainage.
2. Records indicate that the existing property is not connected to City storm. However, there is an inlet structure on the south boundary of the property which is connected to a culvert crossing 11 Avenue NE. The development of this property makes this culvert and inlet structure redundant and it shall be decommissioned. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The parcel 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) is required.

2020.04.09



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Chris Moore
Engineering Assistant



Jenn Wilson P.Eng., LEED © AP
City Engineer

SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE

Purpose

- #2789 9.1 The purpose of the R-4 Zone is to provide for medium *density, multiple family* and small lot
#3710 *single family* residential developments. New *multiple family* developments zoned R-4 shall
be required to obtain a *Development Permit* as per the requirements of the *Official
Community Plan*, and shall comply with the provisions of the *Fire Services Act, British
Columbia Building Code*, and other applicable legislation.

Regulations

- 9.2 On a *parcel zoned R-4*, no *building or structure* shall be constructed, located or altered and
no plan of subdivision approved which contravenes the regulations set out in the *R-4 Zone* or
those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 9.3 The following uses and no others are permitted in the *R-4 Zone*:

- #2789 .1 *bed and breakfast* in a *single family dwelling*, limited to two let rooms;
#3082 .2 *boarders*, limited to two;
#3083 .3 *boarding home*;
#2782 .4 *commercial daycare facility*;
.5 *duplexes*;
.6 *family childcare facility*;
.7 *group childcare*;
.8 *home occupation*;
.9 *multiple family dwellings*;
.10 *public use*;
.11 *public utility*;
.11 *single family dwelling*;
.12 *triplexes*;
.13 *accessory use*.

Maximum Height of Principal Buildings

- 9.4 The maximum *height* of a *principal buildings* shall be 10.0 metres (32.8 feet). This may be
increased to 13.0 metres (42.7 ft.), via the *Development Permit* process, if any of the special
amenity(ies) in Table 2 are provided.

Maximum Height of Accessory Buildings

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

SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED

Maximum Parcel Coverage

- 9.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum parcel coverage for *accessory buildings*.

Minimum Parcel Area

- 9.7 .1 The minimum *parcel area* for a *single family dwelling* shall be 300.0 square metres (3,229.3 square feet).
 .2 The minimum *parcel area* for a *duplex* shall be 600.0 square metres (6,458.6 square feet).
 .3 The minimum *parcel area* for all other uses shall be 900.0 square metres (9,687.8 square feet).

Minimum Parcel Width

- 9.8 .1 The minimum *parcel width* shall be 30.0 metres (98.5 feet).
 .2 Notwithstanding Section 9.8.1, the minimum *parcel width* for a *single family* lot shall be 10.0 metres (32.8 feet).
 .3 Notwithstanding Section 9.8.1, the minimum *parcel width* for a stacked *duplex* lot shall be 14.0 metres (45.9 feet).
 .4 Notwithstanding Section 9.8.1, the minimum *parcel width* for a side-by-side *duplex* lot shall be 20.0 metres (65.6 feet)).

Minimum Setback of Principal Buildings

- 9.9 The minimum *setback* of *principal buildings* from the:
- | | | |
|----|--|------------------------|
| .1 | <i>Front parcel line</i> | |
| | - adjacent to a <i>highway</i> shall be | 5.0 metres (16.4 feet) |
| | - adjacent to an <i>access route</i> shall be | 2.0 metres (6.6 feet) |
| .2 | <i>Rear parcel line</i> | |
| | - adjacent to a <i>parcel zoned</i> | |
| | R-4 shall be | 3.0 metres (9.8 feet) |
| | - all other cases shall be | 5.0 metres (16.4 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a <i>parcel zoned</i> | |
| | R-4 shall be | 1.2 metres (3.9 feet) |
| | - all other cases shall be | 1.8 metres (5.9 feet) |
| .4 | <i>Exterior side parcel line</i> | |
| | - adjacent to a <i>highway</i> shall be | 5.0 metres (16.4 feet) |
| | - adjacent to an <i>access route</i> shall be | 2.0 metres (6.6 feet) |
| .5 | Minimum separation between residential <i>buildings</i> on the same lot of not more than one storey in height shall be | 1.5 metres (4.9 feet) |
| .6 | Minimum separation between residential <i>buildings</i> on the same lot of more than one storey in height shall be | 3.0 metres (9.8 feet) |

 SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED

- .7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and interior *side yards* shall be not less than 6.0 metres (19.7 feet).
- .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

M2811

Minimum Setback of Accessory Buildings

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

- .1 *Front parcel line* shall be 5.0 metres (16.4 feet)
- .2 *Rear parcel line* shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line* shall be 0.6 metre (1.9 feet)
- .4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet)
- .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply.

M2811

Maximum Density

Note: The following *density* provisions are based on the *gross parcel area*. Parking requirements, *setback* requirements, road dedication, etc. have not been taken into consideration.

- 9.11 .1 The maximum *density* shall be a total of 40 *dwelling units* or *sleeping units* per hectare (16.2 *dwelling units* or *sleeping units* per acre).
- .2 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 Zone may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) in accordance with Table 2. In Table 2, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for the provision of each amenity.

M2889

SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE - CONTINUED

TABLE 2

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	■ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	■ 3 units per hectare (1.2 units per acre) ■ 4 units per hectare (1.6 units per acre) ■ 7 units per hectare (2.8 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	■ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	■ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 (c)218)	■ 5 units per hectare (2.0 units per acre)

Maximum Floor Area Ratio

9.12 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

Parking

9.13 Parking shall be required as per Appendix I.

From: Kevin Pearson
Sent: May 5, 2020 2:59 PM
To: Kelly Guenther
Cc: Chris Larson; Jan van Lindert
Subject: Trail Question
Attachments: 20200505134730461.pdf

Hi Kelly,

In the event that Council makes a motion on Monday, May 11th to request a public trail connection through the property, can you please advise me if you would be amenable to this type of concept (attached) using the existing dedicated lane that needs to be widened by 2 m at subdivision and then secured by a 2 m wide right of way along the northern and southern edges and setback areas, or alternatively through the development.

This is just a very rough concept / idea. I don't know how conducive the topography is for this alignment along the edge / setback areas.

Scenario:

Assuming 370 m² of encumbrance for the trail and lane dedication, I could potentially discount that quantity from the gross lot area (1 Hectare), which may reduce the 5% cash in lieu of parkland contribution and Park DCCs, based on the 2020 Assessed Land Value of \$606,000

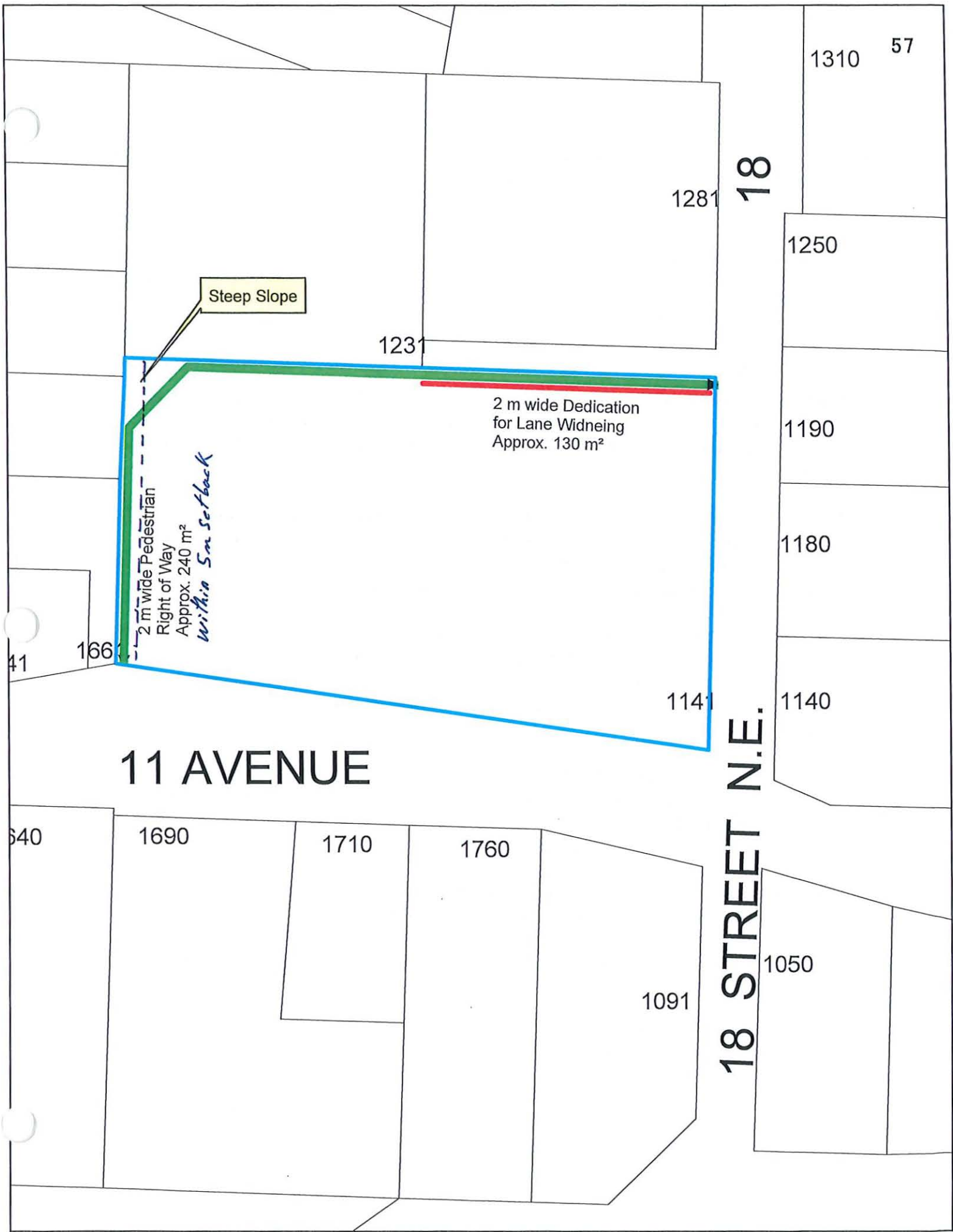
$\$60.60 / \text{m}^2 \times 370 = \$22,422$ (land value of trail)

1) Required 5% Contribution	\$ 30,300 ($\$606,000 \times 0.05$)
Less Trail	- \$ 22,422
Net 5% Contribution	\$ 7,878 (required to be paid at subdivision)
Park DCCs for 30 Units	\$ 23,054 ($\$768.48 / \text{unit}$)
Less Parkland Contribution	- \$ 7,878

Park DCCs with Additional Credit from Trail = \$15,176 for 30 units (\$505.86 / unit)

- The above measurements may not be entirely accurate and would be re-calculated at the subdivision stage, based on legal survey information and the actual trail area registered as a statutory right of way
- The trail amount needed could be less than 370 m²
- The above does not include Roads, Sanitary Sewer, Water and Drainage DCC which together amount to \$6,162 / unit for Medium Density Development (> 22 units)
- You would not need to build the trail – the City through its contributions to the Shuswap Trail Alliance would build it
- I am not saying you are not required to agree to this
- If you can let me know what you think by Monday, that would be great!
- If you are agreeable, some kind of condition or written agreement would be needed prior to final reading of the Rezoning Bylaw

Kevin Pearson, RPP, MCIP
Director of Development Services | Approving Officer
 P 250.803.4015 | E kpearson@salmonarm.ca | W www.salmonarm.ca



Steep Slope

2 m wide Pedestrian
Right of Way
Approx. 240 m²
within 5m setback

2 m wide Dedication
for Lane Widening
Approx. 130 m²

11 AVENUE

18

18 STREET N.E.

1310 57

1281

1250

1190

1180

1140

1141

41

1661

640

1690

1710

1760

1091

1050

Parks and Greenways Acquisition and Development

11.3.16 Acquire parks at the time of subdivision in accordance with the provisions of the *Local Government Act*, comprising five percent of the subdivided land or an equivalent cash in lieu. The decision between land or cash-in-lieu and criteria for selection of the parkland should include the following considerations, among others:

- a. Whether the subdivision is in proximity to an existing park and is suitable for expanding the park;
- b. Whether the subdivision is in proximity to a future park as indicated on Map 11.1 Existing and Proposed Parkland; and
- c. Whether the land dedicated as park is of a reasonable size and has characteristics suitable for park development.

11.3.17 Consider acquiring environmentally sensitive areas as parks, including ravines, bluffs, riparian areas, habitat corridors and steep slopes, as important natural areas that add to the biodiversity of a local ecosystem. These parks should not be part of the five percent of the subdivided land described in policy 11.3.16.

11.3.18 Require, at the discretion of City Council, land to be dedicated and paths, trails and roadside corridors to be constructed for greenways as a consideration for the approval of rezoning applications. Refer to Map 11.2 Existing and Proposed Greenways and the Greenways Strategy as a guide for determining the approximate locations for future greenways and the standards of greenway construction.

11.3.19 Require, at the discretion of the Approving Officer, land to be dedicated and paths, trails and roadside corridors to be constructed for greenways as a consideration for the approval of subdivision applications. Refer to Map 11.2 Existing and Proposed Greenways and the Greenways Strategy as a guide for determining the approximate locations for future greenways and the standards of greenway construction.

11.3.20 Continue to use Development Cost Charges to assist in paying capital costs arising from new growth, including the need to acquire and develop parks and greenways. Review the Development Cost Charge Bylaw on a regular basis to ensure the changes are appropriate and consistent with the Long Term Financial Plan.

11.3.21 Explore other methods for acquiring land for parks and greenways through the development process, such as density bonus, purchase, negotiation, donation and statutory right-of-way.

11.3.22 Seek corporate partnerships and encourage bequests to assist with the planning, acquisition, development, and stewardship of parks and greenways.

11.3.23 Explore methods of securing short and long term funding, such as a parcel tax, for the planning, acquisition, development and stewardship of parks and greenways.

CITY OF SALMON ARM

BYLAW NO. 4390

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 , 2020 at the hour of 7:00 p.m. was published in the and , 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 3, Section 24, Township 20, Range 10, W6M, KDYD, Plan 1978 Except Plan KAP54560 from R-1 (Single Family Residential Zone) to R-4 (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.

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4390"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2020

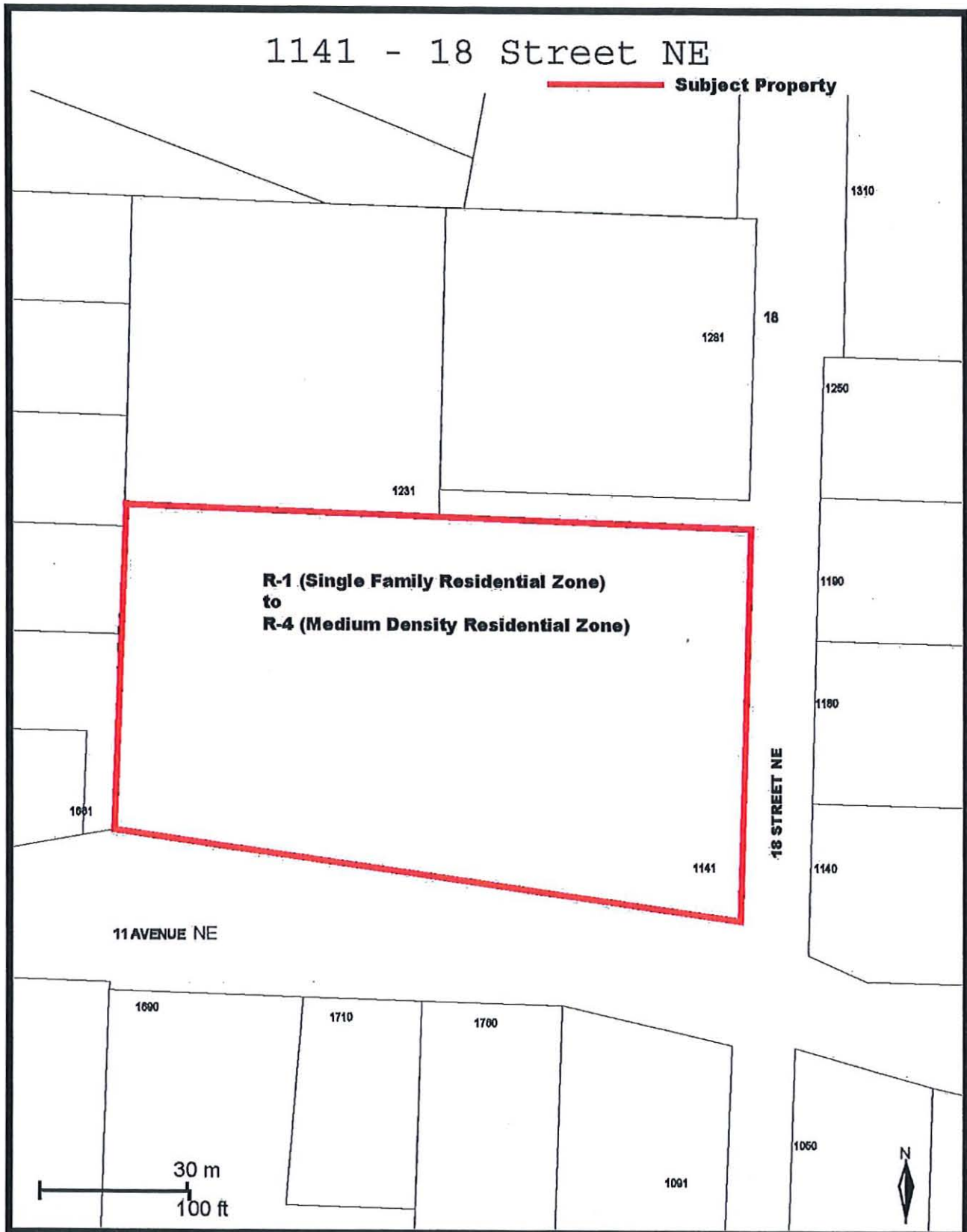
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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Item 11.1

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4397 be read a final time.

[Water Meter Rates]

Vote Record

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

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



File: 2019-51

TO: His Worship Mayor Harrison and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: April 20, 2020

SUBJECT: **AMENDMENT TO THE FEE FOR SERVICE BYLAW NO. 4397**

RECOMMENDATION

THAT: "City of Salmon Arm Fee for Service Amendment Bylaw No. 4397" be read a first, second and third time.

BACKGROUND:

Following review of the City of Salmon Arm Fee for Service charges for 5/8" x 3/4", 3/4" and 1" T-10 water meters, it has been determined that the cost associated with the procurement of water meters has increased markedly and an amendment to the Fee For Service Bylaw is required in order to ensure full cost recovery. Staff are proposing a housekeeping amendment to establish new charge rates for the Residential water meters and the Commercial radio frequency head (RFH) water meters as shown below:

Table 1: Residential Water Meter Costs

Water Meter Size	Previous Years Rates			New Charge	% Increase
	2014/16	2017/18	2019	2020	
5/8" X 3/4"	\$220.00	240.00	\$260.00	\$280.00	(+) 7.69%
3/4"	\$315.00	340.00	\$370.00	\$395.00	(+) 6.76%
1"	\$400.00	430.00	\$470.00	\$500.00	(+) 6.38%

Table 2: Commercial RFH Water Meter Costs

Water Meter Size	New Charge		% Increase
	2019	2020	
5/8" X 3/4"	\$520.00	\$550.00	(+) 5.77%
3/4"	\$570.00	\$605.00	(+) 5.26%
1"	\$700.00	\$740.00	(+) 5.71%

Fee For Service Amendment – Water Meters

We respectfully recommend that section 6 of the Fee for Service Bylaw No. 4397 be amended to reflect the increase in costs associated with the sale of new water meters.



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

cc Tracy Tulak, Acting Chief Financial Officer

X:\Operations Dept\Engineering Services\Bylaws\Fee For Service Bylaw\2020\HWM - Water Meters Rates 2020.docx

CITY OF SALMON ARM

BYLAW NO. 4397**A bylaw to amend "District of Salmon Arm Fee for Service Bylaw No. 2498"**

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

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

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

6.	Water Connection Charge	
	• Connection Fee - 3/4"	At cost
	• Connection Fee - 1"	At cost
	• Connection Fee - 1 1/2"	At cost
	• Connection Fee - 2"	At cost
	The charges set out in Section 6 above include an inspection and administration fee of \$55.00. Where a connection has been provided and paid for by a developer, the owner or his agent shall pay only the \$55.00 fee.	
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Residential, the charge will be as follows:	
	• 5/8" remote water meter	\$280.00
	• 3/4" remote water meter	\$395.00
	• 1" remote water meter	\$500.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee
	Where a water meter is required to conform to City policy for water reconnection/connection standards and conditions for Commercial RFH, the charge will be as follows:	
	• 5/8" remote water meter	\$550.00
	• 3/4" remote water meter	\$605.00
	• 1" remote water meter	\$740.00
	• 1 1/2" remote water meter	At cost plus Administration fee
	• 2" remote water meter	At cost plus Administration fee

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

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. 4397".

READ A FIRST TIME THIS	27th	DAY OF	April	2020
READ A SECOND TIME THIS	27th	DAY OF	April	2020
READ A THIRD TIME THIS	27th	DAY OF	April	2020
ADOPTED BY COUNCIL THIS		DAY OF		2020

MAYOR

CORPORATE OFFICER

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Item 11.2

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4381 be read a final time.

[ZON-1172; Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8]

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: March 24, 2020

Subject: Zoning Bylaw Amendment Application No. 1172

Legal: Lots 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392

Civic: 271 3rd Street SE

Applicant: Wild Blue Development Ltd.

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lots 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcels are located at 271 3rd Street SE within the downtown neighbourhood as shown on Appendix 1 and 2. The proposal is to rezone the subject parcels to R-8 Residential Suite Zone to facilitate a single-family dwelling and secondary suite on each.

The parcels are each 465 m², 15 m wide and 30 m deep, are designated High Density Residential in the Official Community Plan (OCP) as shown on Appendix 3, and are currently zoned R-1 Single Family Residential as shown on Appendix 4. The proposal meets the required minimum parcel size and width requirements of the R-8 zone for a secondary suite or detached suites with lane access. R-8 Zoning regulations are attached as Appendix 5. Site photos are attached as Appendix 6.

The surrounding properties are designated High Density Residential by the OCP and the area is a mix of R-1 and R-5 zoned parcels. The properties are currently vacant, a single family dwelling was demolished in 2018. The R-8 Zone would allow for one single family dwelling and an accessory secondary suite on each of the subject parcels. Any new construction would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

OCP POLICY

The subject parcel is designated High Density Residential in the OCP, and is within Residential Development Area A. The proposed R-8 zone is consistent with the High Density land use designation. Residential Development Area A means that the land and surrounding infrastructure are the highest priority for City investment in capital works projects. The property is within the Urban Containment Boundary (UCB) and OCP Policy 4.4.1 supports new growth within the UCB.

The proposed density is consistent with OCP Policy 4.4.7, which supports a wide range of housing types in Salmon Arm in order to meet the needs of the diverse lifestyles and aging population including affordable housing, sensitively integrated infill and intensification of existing development areas, and provision of low density single family developments.

The proposed zoning aligns with the Urban Residential Policies listed in Section 8.3 supporting compact communities. The density is consistent with Low Density Residential Policy 8.3.13 with a maximum density of 22 units per hectare. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in Low Density Residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTS

Engineering Department

No engineering comments have been received.

Building Department

No building department concerns. Will be required to meet BC Building Code.

Fire Department

No Fire Department concerns.

Planning Department

The development as proposed is consistent with the High Density Residential OCP designation although higher density development may be more consistent with current planning principles. The proposed R-8 zoning is aligned with neighbouring R-1 and R-5 land uses.

The minimum parcel area permitted under R-8 zoning is 450 m², or 465 m² for a parcel containing a detached suite with land and street frontage. At 465 m² the subject properties can meet the requirements for a secondary suite or detached suite including an off-street parking space.

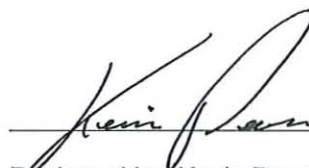
Detached suite construction would require the payment of Development Cost Charges, currently \$6,064 per unit.

CONCLUSION

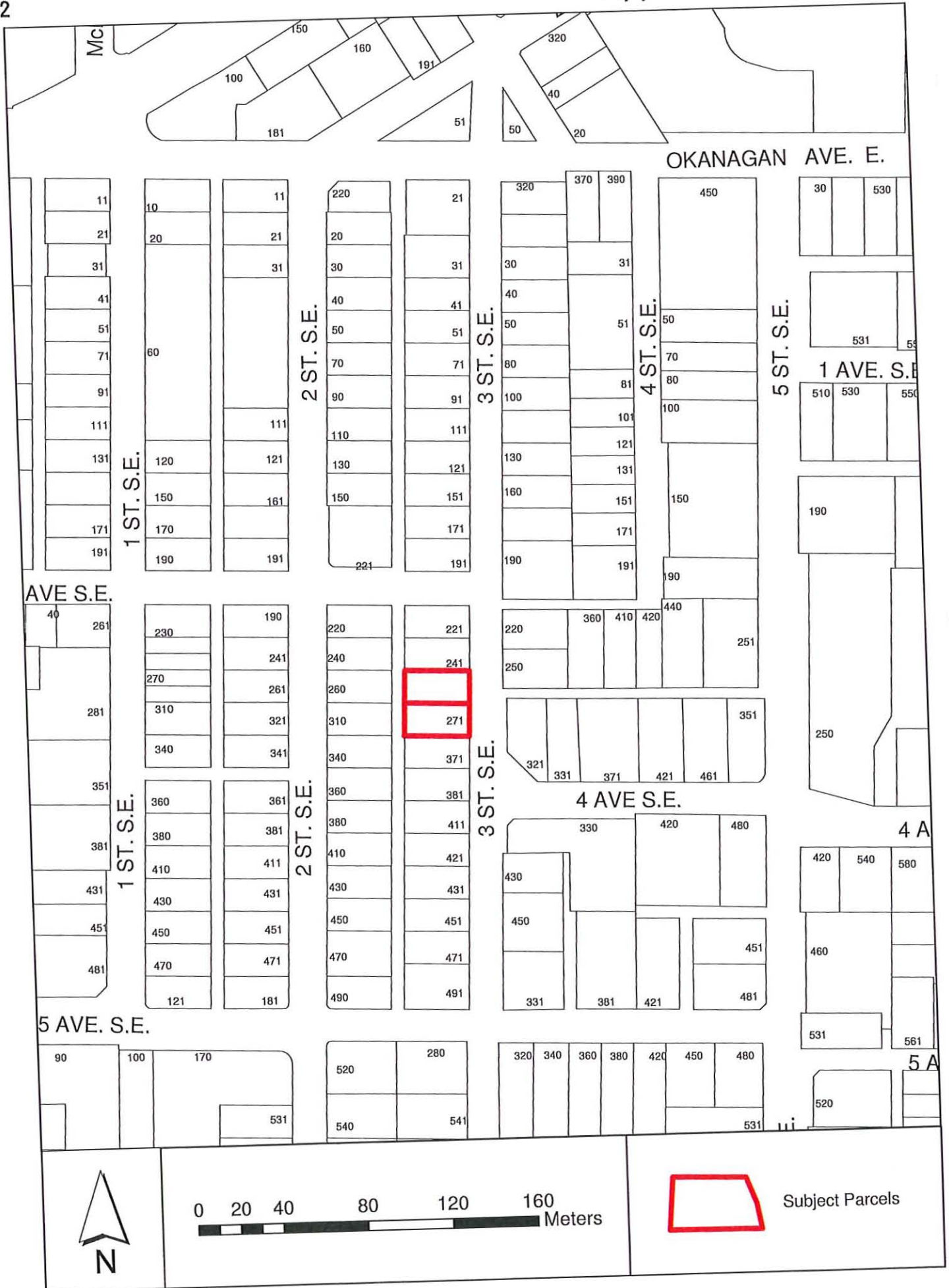
The proposed R-8 zoning is consistent with the OCP and is therefore supported by staff.



Prepared by: Scott Beeching, MCIP, RPP
Senior Planner

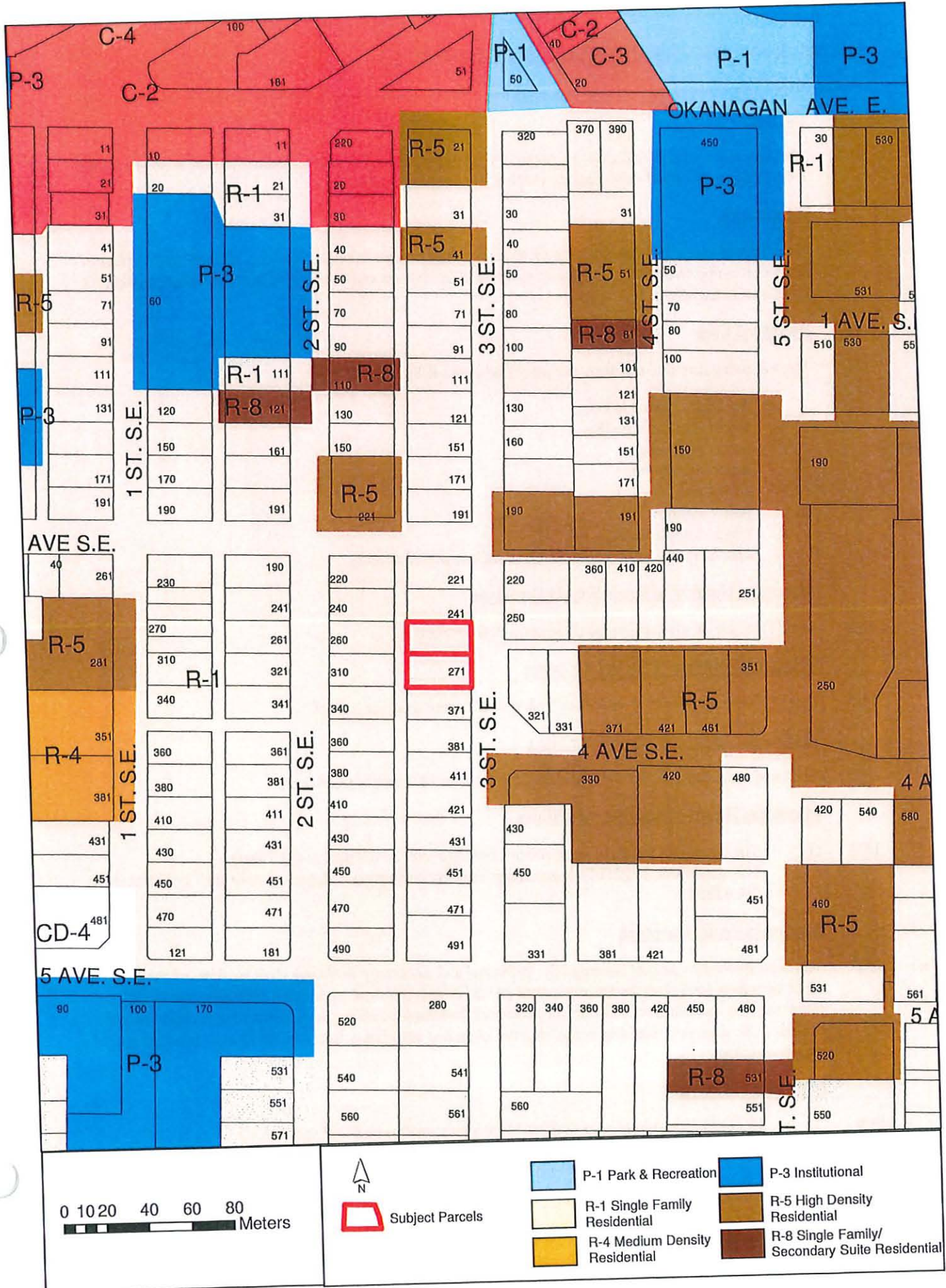


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services









#3996

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE**Purpose**

- 13.1 The purpose of the R-8 *Zone* is to permit the use of a *secondary suite* contained within a *single family dwelling* or a *detached suite* contained within an *accessory building*.

Regulations

- 13.2 On a *parcel zoned* R-8, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the R-8 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 13.3 The following uses and no others are permitted in the R-8 *Zone*:

- | | | |
|-------|----|--|
| #3082 | .1 | <i>boarders</i> , limited to two; |
| | .2 | <i>family childcare facility</i> ; |
| #3082 | .3 | <i>group childcare</i> ; |
| | .4 | <i>home occupation</i> ; |
| | .5 | <i>public use</i> ; |
| | .6 | <i>public utility</i> ; |
| | .7 | <i>single family dwelling</i> ; |
| | .8 | <i>accessory use</i> , including <i>secondary suite</i> or <i>detached suite</i> . |

Maximum Number of Single Family Dwellings

- 13.4 One (1) *single family dwelling* shall be permitted per *parcel*.

Maximum Number of Secondary Suites

- 13.5 One (1) *secondary suite* or one (1) *detached suite* is permitted per *parcel*.

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

- 13.7 .1 The maximum *height* of an *accessory building* shall be 6.0 metres (19.7 feet).
 .2 The maximum *height* of an *accessory building* containing a *detached suite* shall be 7.5 metres (24.6 feet).

Maximum Parcel Coverage

- #4272 13.8 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 45% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for all *accessory buildings*, which may be increased to a maximum of 15% for all *accessory buildings* including those containing a *detached suite* provided the *accessory building* containing the *detached suite* has a lesser *building area* than the *single family dwelling*.

Minimum Parcel Area

- 13.9 .1 The minimum *parcel area* shall be 450.0 square metres (4,843.9 square feet).
 .2 The minimum *parcel area* of a *parcel* containing a *detached suite* shall be:
 .1 With lane or second *street* frontage 465.0 square metres (5,005.2 square feet)
 .2 Without lane or second *street* frontage 700.0 square metres (7534.7 square feet)

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE - CONTINUED

Minimum Parcel Width

- 13.10 .1 The minimum *parcel width* shall be 14.0 metres (45.9 feet).
 .2 The minimum *parcel width* of a *parcel* containing a *detached suite* shall be:
 .1 With lane or second *street* frontage 15.0 metres (49.2 feet)
 .2 Without lane or second *street* frontage 20.0 metres (65.6 feet)

Maximum Floor Area and Floor Area Ratio

- 13.11 .1 The maximum *floor area* of a *detached suite* shall be 90.0 square metres (968.8 square feet).
 .2 The maximum *floor area ratio* of a *single family dwelling* shall be 0.65.

Minimum Setback of Principal Building

- 13.12 The minimum *setback* of the *principal building* from the:
 .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
 .2 *Rear parcel line* shall be 6.0 metres (19.7 feet)
 .3 *Interior side parcel line* shall be 1.5 metres (4.9 feet)
 .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
 #3426 .5 Notwithstanding Sections 13.12.2 and 13.12.3., a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and interior *side yards* shall be not less than 6.0 metres (19.7 feet).
 #2811 .6 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Minimum Setback of Accessory Buildings

- 13.13 The minimum *setback* of accessory *buildings* from the:
 .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
 .2 *Rear parcel line* shall be 1.0 metre (3.3 feet)
 .3 *Interior side parcel line* shall be 1.0 metre (3.3 feet)
 .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
 #2811 .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply.

Minimum Setback of a Detached Suite

- 13.14 The minimum *setback* of an *accessory building* containing a *detached suite* from the:
 .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
 .2 *Rear parcel line* shall be 3.0 metres (9.8 feet)
 .3 *Interior side parcel line* shall be 2.0 metres (6.5 feet)
 .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
 .5 *Parcel line* adjacent to a lane 1.2 metres (3.9 feet)

Parking

- 13.15 .1 Parking shall be required as per Appendix I.
 .2 An offstreet parking space provided for a *secondary suite* or *detached suite* shall not be sited in tandem to a parking space provided for a *single family dwelling*.

Detached Suite

- 13.16 Refer to Section 4.2 for General Regulations.



View of the Property looking north and west.



View of the property looking south and west.

23. STATUTORY PUBLIC HEARINGS

3. Zoning Amendment Application No. ZON-1172 [Wild Blue Development Ltd.; 271 3 Street SE; R-1 to R-8]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:15 p.m. and the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4381

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 April 27, 2020 at the hour of 7:00 p.m. was published in April 15 and 22, 2020 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 21 and 22, Block 6, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 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. 4381

5. CITATION

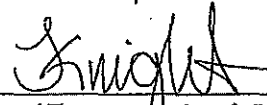
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4381"

READ A FIRST TIME THIS 14th DAY OF April 2020

READ A SECOND TIME THIS 14th DAY OF April 2020

READ A THIRD TIME THIS 27th DAY OF April 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 29th DAY OF April 2020



For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER



Item 11.3

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4377 be read a final time.

[ZON-1170; Gilmore, C.; 390 6 Street 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: March 30, 2020

Subject: Zoning Bylaw Amendment Application No. 1170

Legal: Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644

Civic: 390 – 6 Street SE

Owner/Applicant: C. Gilmore

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644 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 Ministry of Transportation and Infrastructure approval.

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

The subject parcel is located at 390 – 6 Street SE (Appendix 1 and 2). The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit a detached suite on the property.

BACKGROUND

The property is designated High Density Residential in the City's Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The property is located in a residential neighbourhood consisting primarily of R-1, Single Family Residential and R-5, High Density Residential directly to the west and north. There are presently six properties zoned R-8 (Residential Suite Zone) in the vicinity.

The subject property fronts onto 6th Street SE and backs onto a laneway. It is approximately 38 m x 17 m with an area of approximately 655 m². Site photos are attached as Appendix 5. The parcel area and width meet the following requirements as specified in the R-8 zone:

- Minimum parcel area (with lane or second street frontage): 465 m²
- Minimum parcel width (with lane or second street frontage): 15 m

The applicant has submitted a site plan (Appendix 6) which indicates there is an existing house with a footprint of approximately 98 m² located on the property 6.22 m from the front parcel line. The provided building plans, see Appendix 7, illustrates a 89.3 m² detached suite with crawlspace (maximum size permitted is 90 m²) to the rear of the existing house.

Based on the size of the property and the siting of the existing house, the property is well suited for development of a detached suite. The parking requirement for a detached suite could easily be achieved and has been shown on the site plan.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all residential designated areas subject to compliance with the Zoning Bylaw and the BC Building Code.

Any development of a secondary suite or detached suite would require a building permit and would be subject to Zoning Bylaw regulations, BC Building Code requirements, and applicable Development Cost Charges (DCCs). DCCs are payable at the time of Building Permit for detached suites in the amount of \$6,064.31.

COMMENTS

Engineering Department

No engineering concerns. For future building permit application, only one water, sanitary and sewer service is permitted per parcel.

Building Department

BC Building Code will apply. No concerns with proposed zoning.

Fire Department

No concerns.

Planning Department

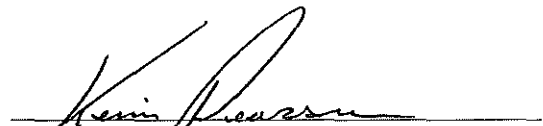
The proposed R-8 zoning of the subject property is consistent with the OCP. This application is supported by staff for the following reasons:

- the proposal meets the required minimum parcel area and width for a detached suite;
- the building plans indicate the suite will meet the size requirements; and,
- the site plan indicates the additional parking requirement for the suite can be met.

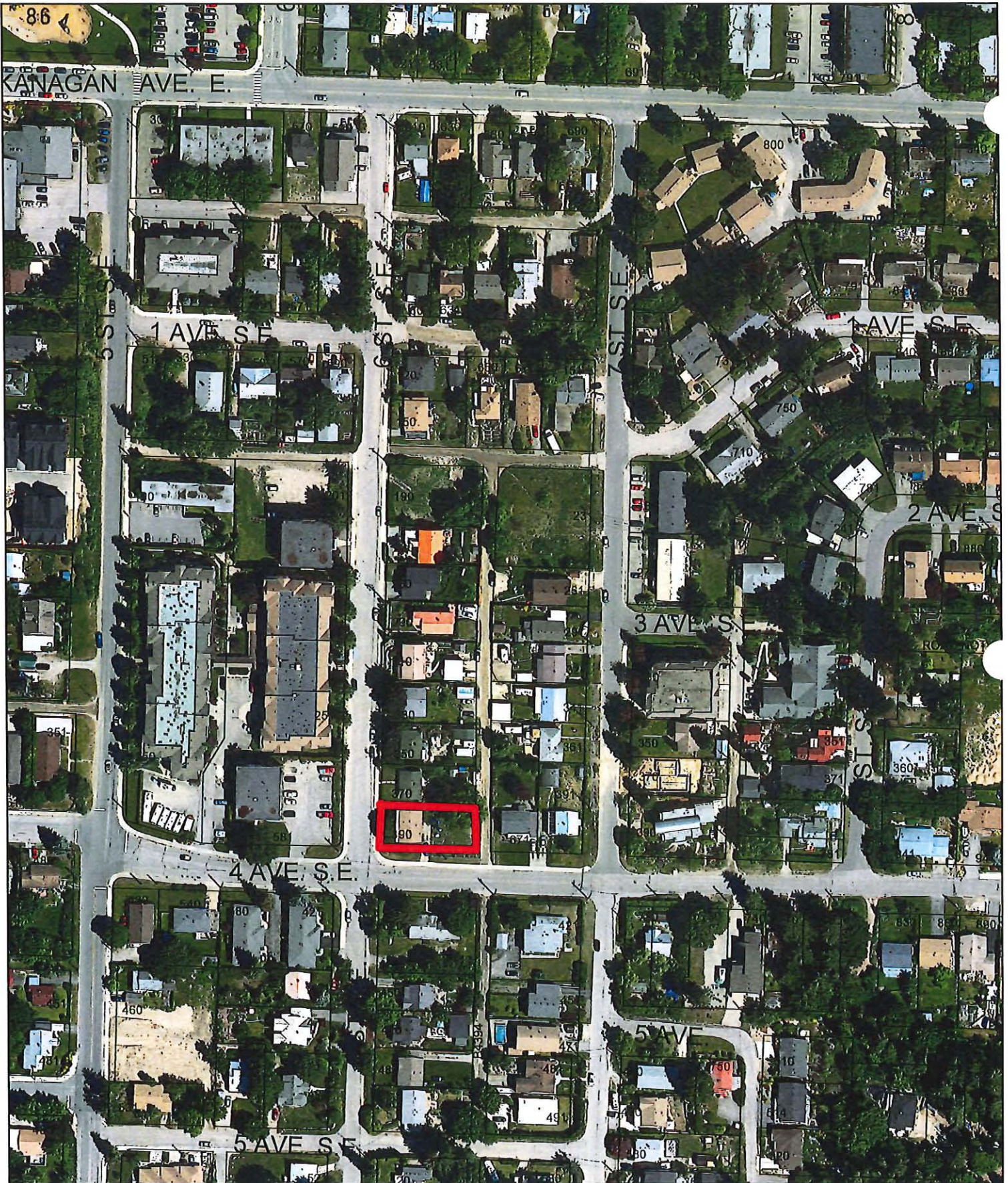
Any development of a secondary suite requires a building permit and is subject to meeting Zoning Bylaw and BC Building Code regulations.



Prepared by: Denise Ackerman
Planner, Development Services



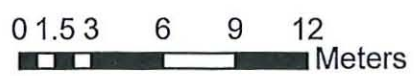
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



0 10 20 40 60 80
Meters



Subject Parcel



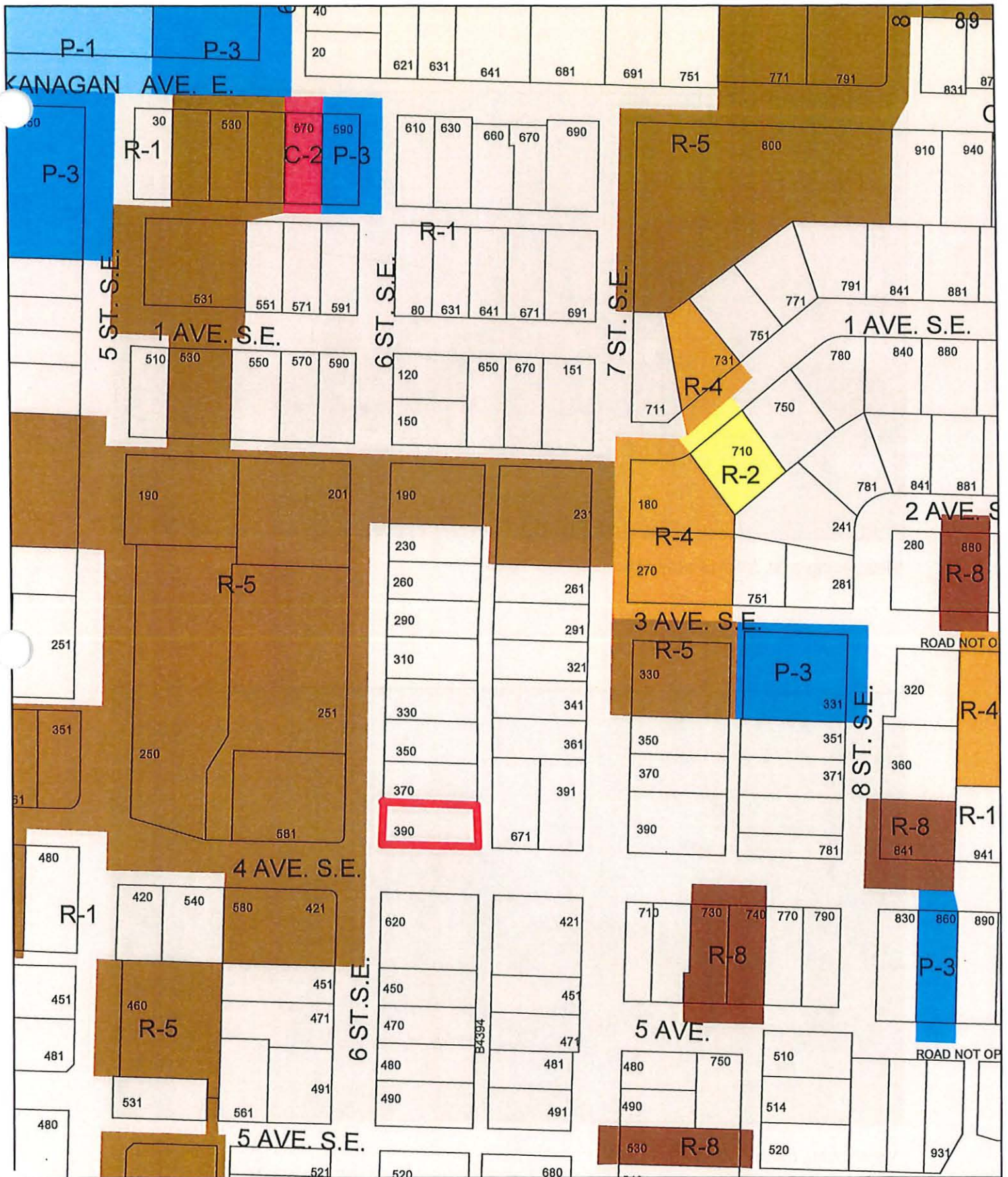
Subject Parcel



10

0 10 20 40 60 80
Meters

-  High Density Residential
 Commercial - City Centre
 Institutional
 Park



Subject Parcel

0 10 20 40 60 80
Meters

R-1 Single Family Residential

R-2 Duplex

R-5 High Density Residential

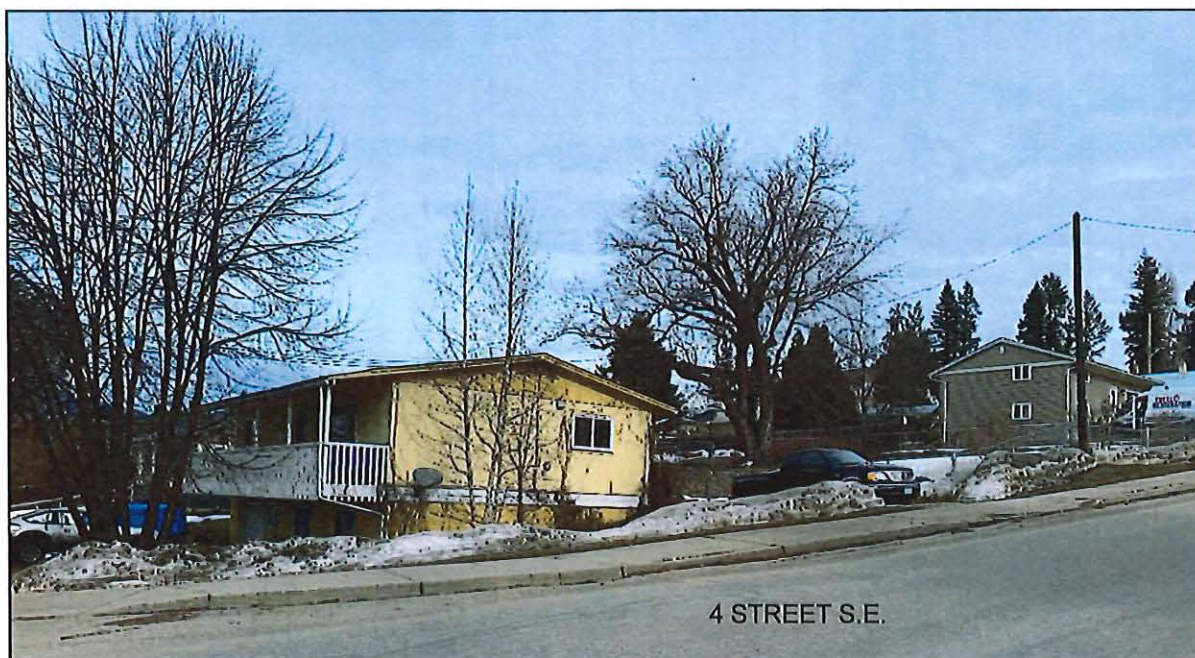
R-8 Residential Suite

R-4 Medium Density Residential

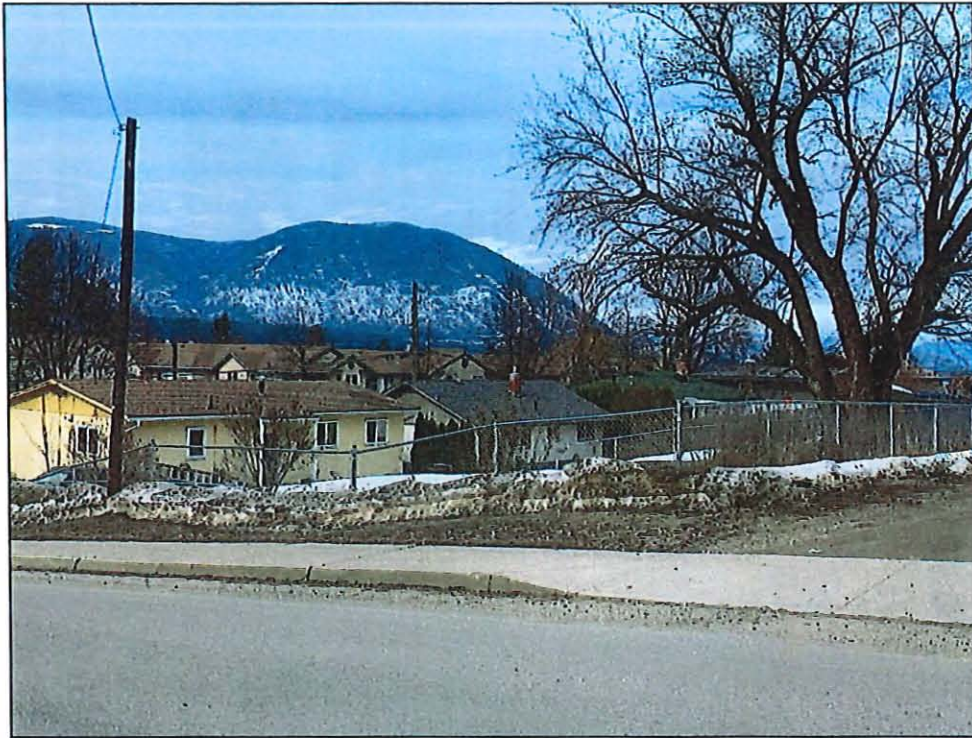
P-3 Institutional



View facing east, front of property.



View facing north.

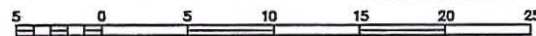


View facing northeast.



View facing west, rear of property.

BCGS 82L.064



All distances are in metres.

The intended plot size of this plan is 432mm in width by 280mm in height (B size) when plotted at a scale of 1:250



● **Standard Iron Post Found (OIP)**

- Date of Survey: September 24, 2019
- Dimensions derived from field measurements
- Contour interval is 0.5m

Vertical datum used: local arbitrary

Civil Address: 390 6th St SE, Salmon Arm

Parcel Identifier(PID): 002-410-872

List of documents registered on title which may affect the location of improvements:
none

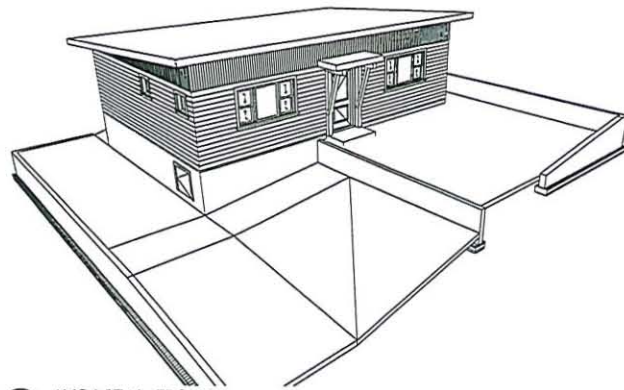
This plan was prepared for construction planning purposes and is for the exclusive use of our client. BROWNE JOHNSON LAND SURVEYORS accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of BROWNE JOHNSON LAND SURVEYORS.

October 8, 2019

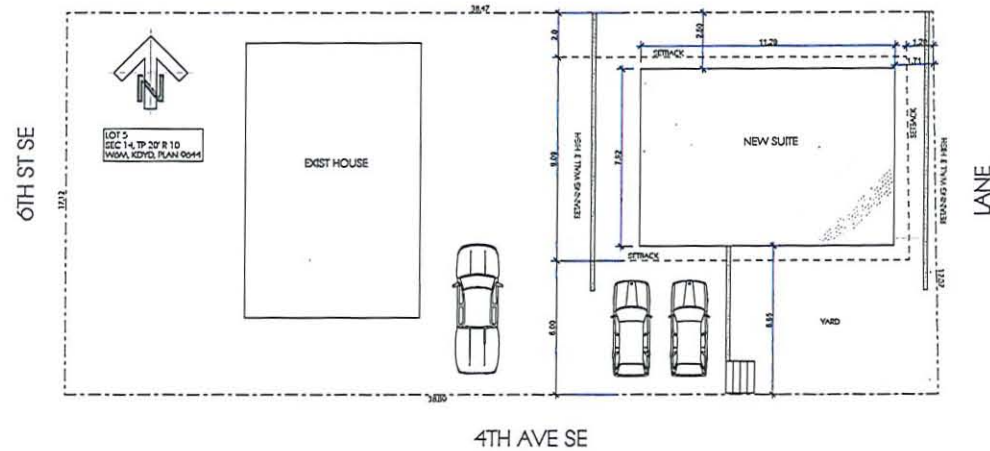
BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-832-9701
File: 458-19

SECONDARY SUITE

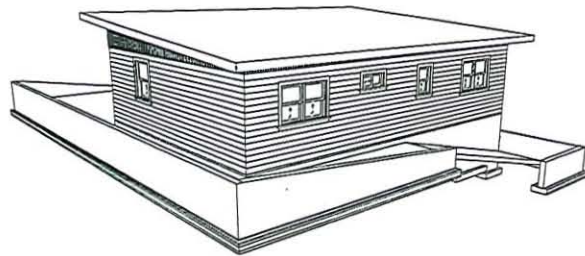
390 6 ST SE SALMON ARM, BC V1E 4E8



4 AXO VIEW - FRONT
SCALE: 1:300



3 SITE PLAN
SCALE: 1:100



5 AXO VIEW - BACK
SCALE: 1:300

AREA SCHEDULE		
AREA NAME	SOFT	
001 MAIN FLOOR SUITE	0.02	
002 EXIST HOUSE	1.055	
003 LOT AREA	2,118	

DRAWING LIST	
#	SHEET NAME
A00	COVER SHEET, SITE PLAN
A01	GENERAL NOTES, BUILDING CODE
A02	BUILDING CODE
A10	MAIN FLOOR PLAN, LOWER FLOOR PLAN, SCHEDULES
A20	ELEVATIONS
A30	FOUNDATION PLAN, ROOF FRAWMG
A40	SECTIONS, TYP SECTION

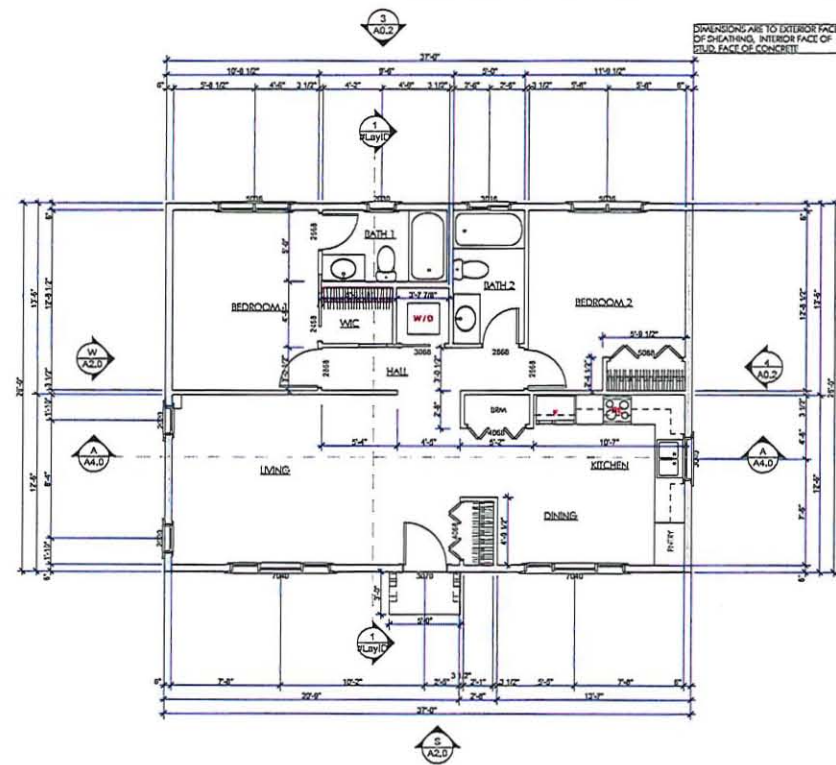
KHM DESIGN
1300 28 ST NE
SALMON ARM, BC
V1E 3J7
TEL: (250) 517-7131
www.khmdesign.ca
info@khmdesign.ca

PROJECT
SECONDARY SUITE
390 6 ST SE
SALMON ARM, BC
V1E 4E8

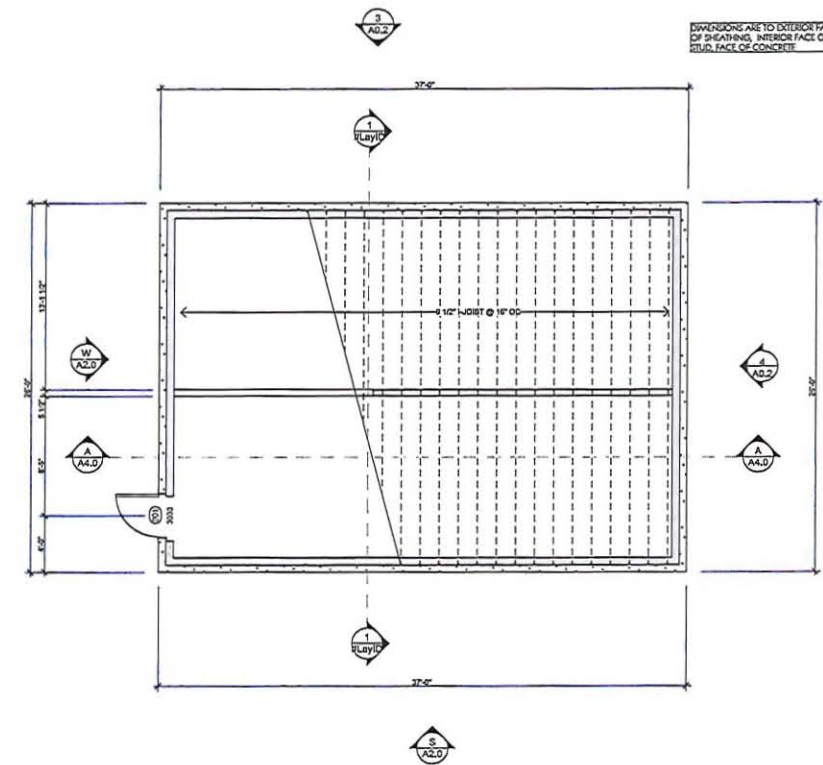
SHEET NAME
COVER SHEET, SITE PLAN

THESE DESIGNS AND DRAWINGS
ARE THE EXCLUSIVE PROPERTY
OF KHM DESIGN AND MAY NOT
BE USED OR REPRODUCED
WITHOUT CONSENT.
DATE 12/30/2019
DRAWN KHM
JOB # 1

A0.0



1 MAIN FLOOR PLAN
SCALE 1/4" = 1'-0"



2 LOWER FLOOR PLAN
SCALE 1/4" = 1'-0"

DOOR SCHEDULE			
ID	WIDTH	HEIGHT	NOTES
001	3'-0"	3'-0"	CRAWL SPACE
101	3'-0"	7'-0"	FRONT ENTRY
102	2'-0"	6'-8"	BATH 1
103	2'-4"	6'-8"	BED 1 WIC - POCKET
104	2'-8"	6'-8"	BEDROOM 1
105	3'-0"	6'-8"	LAUNDRY - POCKET
106	4'-0"	6'-8"	ENTRY CLOSET - BIFOLD
107	4'-0"	6'-8"	BRM CLST - BIFOLD
108	2'-0"	6'-8"	BATH 2
109	2'-8"	6'-8"	BEDROOM 2
110	5'-0"	6'-8"	BED 2 CLOSET - BIFOLD

WINDOW SCHEDULE			
ID	WIDTH	HEIGHT	NOTES
101	7'-0"	4'-0"	—
102	2'-0"	2'-0"	—
103	2'-0"	2'-0"	—
104	5'-0"	3'-0"	—
105	2'-0"	3'-0"	—
106	3'-0"	1'-0"	—
107	5'-0"	3'-0"	—
108	3'-0"	4'-0"	—
109	7'-0"	4'-0"	—

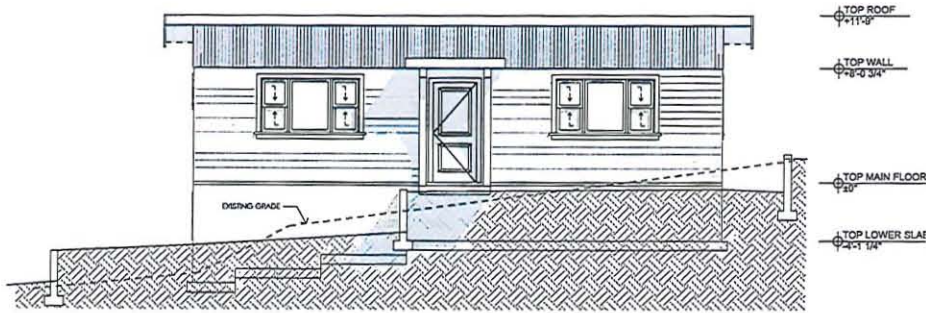
KHM DESIGN
3200 28 ST NE
SALMON ARM, BC
V1E 3K7
TEL: (250) 517-7131
www.khmdesign.ca
krs@khmdesign.ca

PROJECT
SECONDARY SUITE
3900 ST SE
SALMON ARM, BC
V1E 4E8

SHEET NAME
MAIN FLOOR PLAN, LOWER FLOOR PLAN,
SCHEDULES

DATE 12/30/2010
DRAWN KHM
JOB #

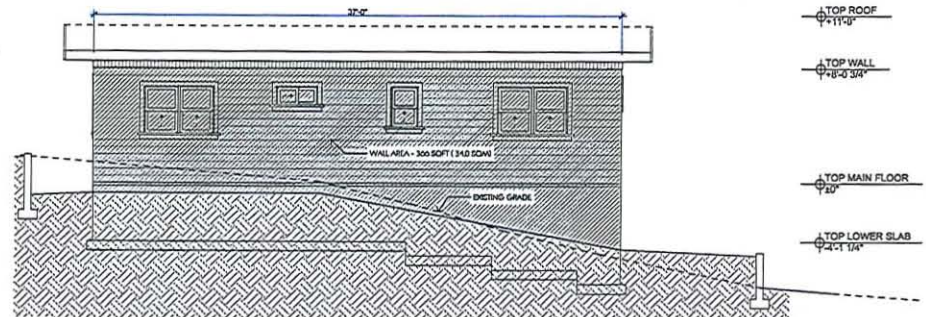
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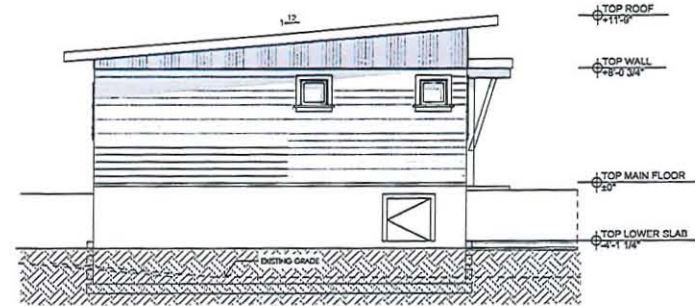
S SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

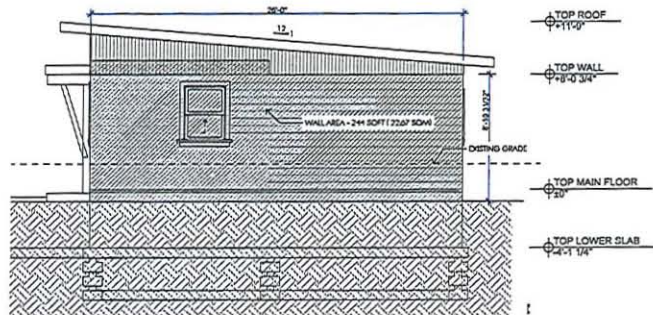
WALL FINISHES:
WIDE BOARD SIDING
CORRUGATED METAL SIDING
ROOF FINISH:
2 PLY TYPHOON BOARDING



N NORTH ELEVATION
SCALE: 1/4" = 1'-0"



W WEST ELEVATION
SCALE: 1/4" = 1'-0"



E EAST ELEVATION
SCALE: 1/4" = 1'-0"

W61	HARDC 2X10 GING TOWER 1/2" RY 2X6 @ 16" OC W R22 BATT 6 MIL VY 1/2" DW
W62	1/2" DW 2X6 @ 16" OC 1/2" DW
W63	1/2" DW 2X6 @ 16" OC 1/2" DW
W64	6" CONCRETE WALL 1/2" R SPACE 2X8 @ 24" OC W R22 BATT 6 MIL VY 1/2" DW @ 16" RY * IF GAPS FILLLED MECH LOCATED IN CHAIRS SPACES
W65	6" CONCRETE 4" EPS INSULATION
W66	2X6 @ 16" OC
F11	3/4" RY 9 1/2" JOIST @ 16" OC
F12	1/2" CONCRETE
S1	2" RY CONCRETE
S2	2" RY TORCH ON ROOFING 2X6 TUG RY INSULATED TRUSS @ 24" OC 832 RIGID 2X6 VY 1/2" CD DW
R2	2" RY TORCH ON ROOFING 1/2" RY 2X12 @ 16" OC ALUMINUM TRIM



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ARE THE EXCLUSIVE PROPERTY
OF KMA DESIGN AND MAY NOT
BE USED OR REPRODUCED
WITHOUT CONSENT.



DEVELOPMENT SERVICES DEPARTMENT
Box 40, 500 - 2 Avenue NE,
Salmon Arm, BC, V1E 4N2
Phone: 250-803-4010 // FAX: 250-803-4041

TO:

PRINT

SUBMIT FORM

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
PLANNING AND DEVELOPMENT OFFICER (Scott)
PLANNING AND DEVELOPMENT OFFICER (Chris)
PLANNING AND DEVELOPMENT OFFICER (Denise)
MANAGER OF PERMITS & LICENSING (Maurice)
FIRE DEPARTMENT (Brad)
ENGINEERING & PUBLIC WORKS DEPARTMENT (Shelly for Departments.)
MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)
BC HYDRO, via email utilities group
FORTISBC, via email utilities group
TELUS, via email utilities group
SHAW CABLESYSTEMS, via email utilities group

REFERRAL:

DATE: February 28, 2020
OWNER: Gilmore, C., 57 Sage Hill Court NW, Calgary, AB T3R 0H2
APPLICANT: Owner
AGENT: Chris Muller, 1040 Stockwell Avenue, Kelowna, BC V1Y 6W5
SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1170
LEGAL: Lot 5, Section 14, Township 20, Range 10, W6M KDYD, Plan 9644
CIVIC: 390 - 6 Street SE

Please provide comments on the attached Zoning Amendment Application at your earliest opportunity.

OCP Designation: HR (High Density Residential)
OCP Designation Request: n/a
Development Permit Area: Environmentally Sensitive Riparian Areas
Current Zoning: R-1 (Single Family Residential Zone)
Requested Zoning: R-8 (Residential Suite Zone)
ALR: No
Previous Files: n/a
Associated File: n/a

Thank you.

Denise Ackerman
Development Services Planner

COMMENTS for ZON-1170:

No Engineering concerns.
For future building permit application: Only one water, sanitary and sewer service is permitted per parcel.

SIGNATURE & DEPARTMENT: Matt Gienger

DATE: Mar 12 2020

From: Sarah Hiebert
Sent: April-26-20 8:11 PM
To: Caylee Simmons
Subject: Neighbourhood Rezoning Concern

Hi there,

I'm writing a response to the letter I received in the mail regarding a proposed amendment to Zoning Bylaw No. 2303 (Civic Address: 390-6 Street SE).

I live at 671 4 Ave SE, directly across the alley from the property that is discussing changing zoning in order to build a carriage home. I have a couple of concerns that I feel are important to be aware of and considered before making a decision.

1. **Parking:** 4 Ave SE is already littered with cars on both sides of the street. More often than not you are yielding to oncoming traffic to make room for another vehicle to pass. In the winter it is basically a one way street due to plows not being able to get around vehicles parked on the street.
2. **Present use:** I recognize the need is great for more housing in our special town, but it is my understanding that this address is already a rental and contains two separate suites. Each suite has multiple vehicles and often park on the street, as previously mentioned. The current tenants have disruptive pets and little maintenance of the home. Perhaps I do not understand the terminology, but when the letter we received states "Single Family Residential" does that mean it should not have multiple tenants residing there?
3. **Lot size:** I do understand that many of the homes on 4 ave SE have a detached garage existing on their lots, but house #390 has a very small lot and, as mentioned, there are already multiple families living at the address. Would this detached suite function as both a garage and carriage home or just another income suite?

I recognize that my opinions are just that, opinions. I do feel as though our little downtown community should have many options for multi-family dwellings, I just am not sure that this lot is the best fit for a Carriage house due to lot size, increase in traffic/parking, and current use of the dwelling.

Thank you for your time, I trust you will make a decision that benefits our entire little community and take into consideration the concerns of the neighbours being affected.

Sincerely,

Sarah Hiebert

23. STATUTORY PUBLIC HEARINGS

4. Zoning Amendment Application No. ZON-1170 [Gilmore, C.; 390 6 Street SE; R-1 to R-8]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

S. Hiebert – email dated April 26, 2020 – Neighborhood Rezoning Concern

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:20 p.m.

CITY OF SALMON ARM

BYLAW NO. 4377

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 April 27, 2020 at the hour of 7:00 p.m. was published in the April 15 and 22, 2020 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 5, Section 14, Township 20, Range 10, W6M, KDYD, Plan 9644 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. 4377

5. CITATION

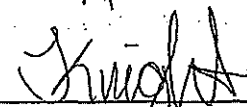
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4377"

READ A FIRST TIME THIS 14th DAY OF April 2020

READ A SECOND TIME THIS 14th DAY OF April 2020

READ A THIRD TIME THIS 27th DAY OF April 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 29th DAY OF April 2020


For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 11.4

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4375 be read a final time.

[ZON-1169; Lewis, S.F.; 710 10 Street SW; R-1 to R-5]

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: March 20, 2020

Subject: Zoning Bylaw Amendment Application No. 1169

Legal: Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234

Civic: 710 10 Street SW

Owner/ Applicant: S.F. Lewis

Agent: Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: Bylaw No. 4375 be considered by Council, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234, from R-1 (Single Family Residential) to R-5 (High Density Residential).

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

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The subject parcel is located at 710 10th Street SW between 5th Avenue SW and 10th Avenue SW as shown on Appendix 1 and 2. The parcel area is 1910 m², is designated High Density Residential in the Official Community Plan (OCP) and is currently zoned R-1 Single Family Dwelling as shown on Appendix 3 and 4. The proposal is to rezone the subject parcel to R-5 High Density Residential Zone to facilitate future high density residential development; the R-5 Zoning regulations are attached as Appendix 5.

There is a subdivision application under review for this same parcel (File SUB 20.03) to subdivide a 450 m² parcel, including the existing single family dwelling, leaving a vacant 1460 m² parcel. The proposed sketch plan is attached as Appendix 6. The proposal meets the required minimum parcel size requirements of the R-5 zone; however, the new R-5 zoned lot would require a parcel width variance prior to subdivision. A single family dwelling is not permitted in the R-5 zone; however, in a rezoning and subdivision scenario the use may continue as a non-conforming use as per Section 528 of the Local Government Act.

The R-5 Zone allows for 100 residential units per hectare and there is potential for 14 dwelling units on this parcel; although, there is an opportunity for density bonusing if rental or accessible units are provided. The minimum parcel width in the R-5 zone is 30 m and the width of the R-5 zoned lot measured beyond the 8 m wide panhandle would be 22.9 m. Any new construction would require a development permit, building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

The surrounding properties are designated High Density Residential, City Centre Commercial and Park by the OCP. Land uses directly adjacent to the subject property include the following:

North: Single-Family Residential (R-1) and Medium Density Residential (R-4)

South: Single-Family Residential (R-1)

East: Medium Density Residential (R-4) and Park and Recreational (P-1)

West: 10 Street SW/Shopping Centre Commercial (C-7) and vacant land under application to Service Commercial (C-3)

OCP POLICY

The subject parcel is designated High Density Residential in the OCP, and is within Residential Development Area A. The proposed R-5 zone is consistent with the High Density land use designation. Residential Development Area A means that the land and surrounding infrastructure are the highest priority for City investment in capital works projects. The property is within the Urban Containment Boundary (UCB) and OCP Policy 4.4.1 supports new growth within the UCB.

The proposed density is consistent with OCP Policy 4.4.7, which supports a wide range of housing types in Salmon Arm in order to meet the needs of the diverse lifestyles and aging population including affordable housing, sensitively integrated infill and intensification of existing development areas, and provision of low density single family developments.

The proposed zoning aligns with the Urban Residential Policies listed in Section 8.3, supporting compact communities and opportunities to incorporate transportation plans, parks and greenways. The density is consistent with High Density Residential Policy 8.3.9 with a maximum density of 100 units per hectare. In terms of siting, the proposal appears to match with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, and community services.

If rezoned to R-5, a form and character development permit application would be required, prior to building permit, to address building, site and landscaping designs. A development permit application would be reviewed by City staff, the Design Review Panel, and then by Council for consideration of approval.

COMMENTS

Engineering Department

Subdivision and development is subject to the requirements of the City's Subdivision and Development Servicing Bylaw No 4163. Engineering Comments are attached as Appendix 7.

Building Department

No concerns with the rezoning application.

Fire Department


No comments received at the time of writing this report.

Planning Department

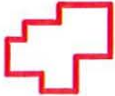
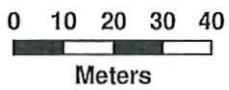
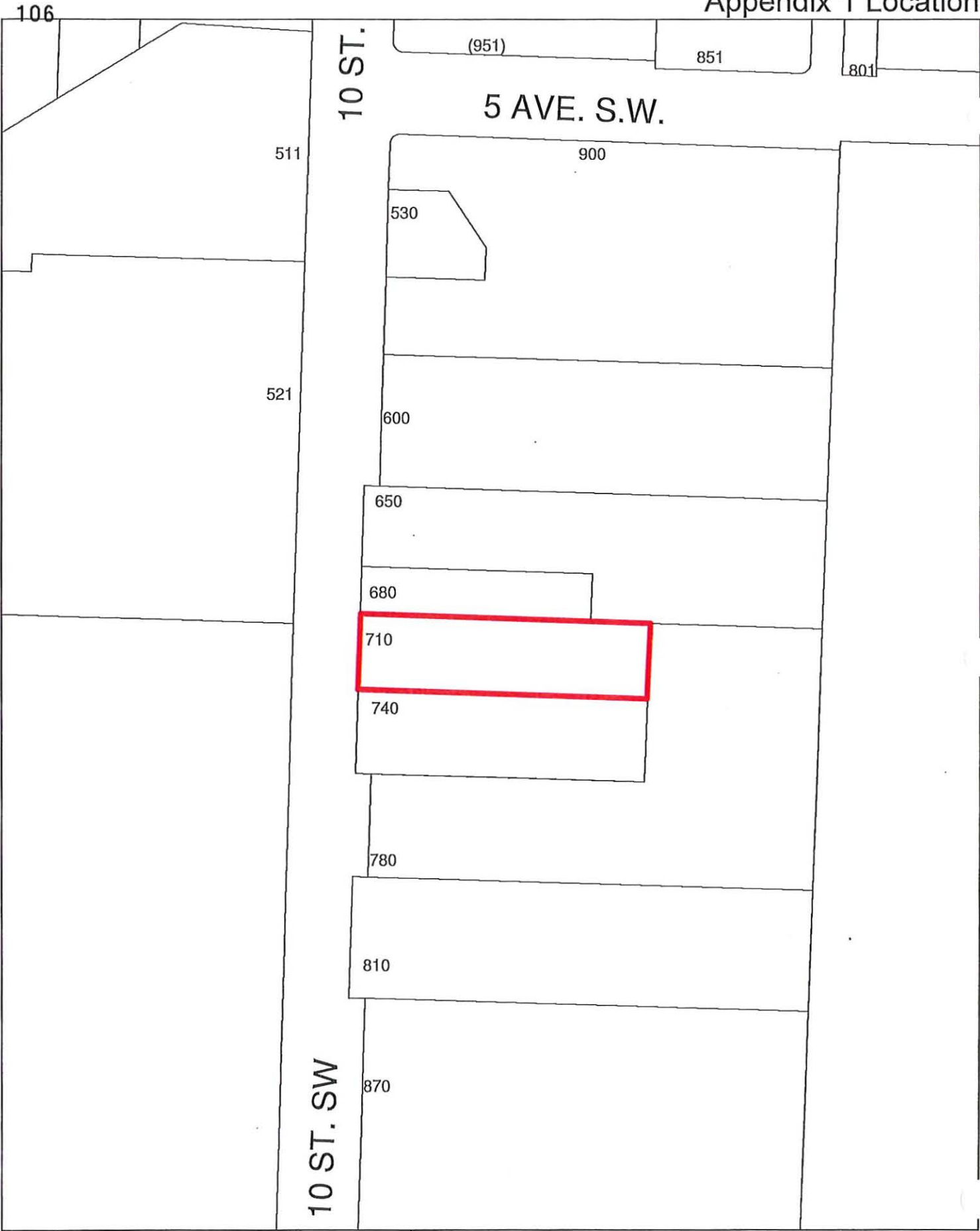
The development as proposed is consistent with the High Density Residential OCP designation. The proposed R-5 zoning is aligned with neighbouring land uses, including existing R-5 properties.

CONCLUSION

The proposed R-5 zoning is consistent with the OCP and is therefore supported by staff. It is reasonable to rezone the subject parcel prior to subdivision. The high density residential development as proposed is compatible with the surrounding land uses including commercial and medium density residential. This proposal would provide a high density residential housing option within walking distance of Piccadilly Mall and Blackburn Park.


Prepared by: Scott Beeching, MCIP, RPP
Senior Planner

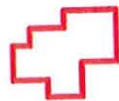

Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



Subject Parcel

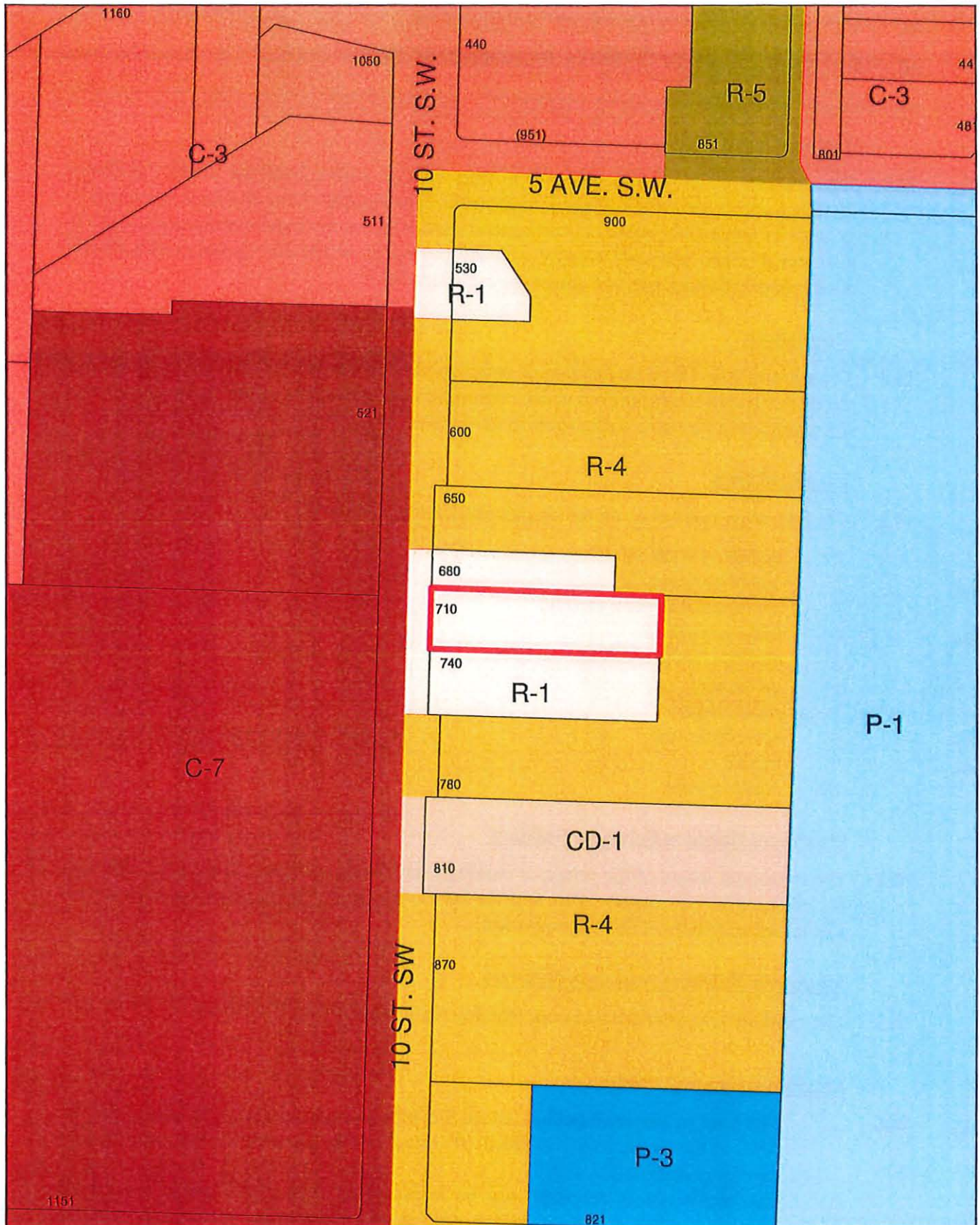


0 10 20 30 40
Meters



Subject Parcel





0 10 20 40 60 80
Meters



- | | |
|--------------------------------|--------------------------------|
| P-1 Park & Recreation | P-3 Institutional |
| R-1 Single Family Residential | C-3 Service Commercial |
| R-4 Medium Density Residential | C-7 Shopping Centre Commercial |

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE

Purpose

- #2789 10.1 The purpose of the R-5 Zone is to provide for high *density, multiple family* residential *development* in selected locations throughout the *Municipality*. New *developments* zoned R-5 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the *Fire Services Act, British Columbia Building Code*, and other applicable legislation.

Regulations

- 10.2 On a *parcel zoned R-5*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the *R-5 Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 10.3 The following uses and no others are permitted in the *R-5 Zone*:

- | | | |
|-------|-----|-------------------------------------|
| #2789 | .1 | <i>boarders, limited to two;</i> |
| | .2 | <i>boarding home;</i> |
| | .3 | <i>commercial daycare facility;</i> |
| #2782 | .4 | <i>home occupation;</i> |
| | .5 | <i>multiple family dwellings;</i> |
| | .6 | <i>public use;</i> |
| | .7 | <i>public utility;</i> |
| #2789 | .8 | <i>rooming house;</i> |
| #3286 | .9 | <i>triplex;</i> |
| | .10 | <i>accessory use.</i> |

Maximum Height of Principal Building

- 10.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet). This may be increased to 15.0 metres (49.2 ft.), via the Development Permit process, if any of the special amenity(ies) in Table 3 are provided.

Maximum Height of Accessory Building

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

Maximum Parcel Coverage

- | | | | |
|-------|------|----|--|
| #2811 | 10.6 | .1 | The total maximum <i>parcel coverage</i> for <i>principal</i> and <i>accessory buildings</i> shall be 55% of the <i>parcel area</i> , of which 10% shall be the maximum parcel coverage for <i>accessory buildings</i> . |
| | | .2 | The above <i>parcel coverage</i> may be increased to 70% of the <i>parcel area</i> if all requisite parking, except for visitors, is provided underground. |

SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

Minimum Parcel Area

- 10.7 The minimum *parcel area* shall be 775.0 square metres (8,342.3 square feet).

Minimum Parcel Width

- 10.8 The minimum *parcel width* shall be 30.0 metres (98.5 feet).

Minimum Setback of Principal Buildings

- 10.9 The minimum *setback* of *buildings* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .2 | <i>Rear parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .3 | <i>Interior side parcel line</i> shall be | 2.4 metres (7.8 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 5.0 metres (16.4 feet) |
| .5 | Refer to Section 4.9 for "Special Building Setbacks" which may apply. | |

#2811

Minimum Setback of Accessory Buildings

- 10.10 The minimum *setback* of accessory *buildings* 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) |
| .5 | Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply. | |

#2811

Maximum Density

Note: The following *density* provisions are based on the *gross parcel area*. Parking requirements, *setback* requirements, road dedication, etc. have not been taken into consideration.

- 10.11 .1 The maximum *density* shall be a total of 100 *dwelling units* or *sleeping units* per hectare (40.5 *dwelling units* or *sleeping units* per acre).
- .2 Notwithstanding Section 10.11.1, the maximum *density* in the R-5 Zone may be increased to a maximum of 130 *dwelling units* per hectare (52.6 units per acre) in accordance with Table 3. In Table 3, Column I sets out the special amenity to be provided and Column II sets out the added *density* assigned for each amenity.

#2789

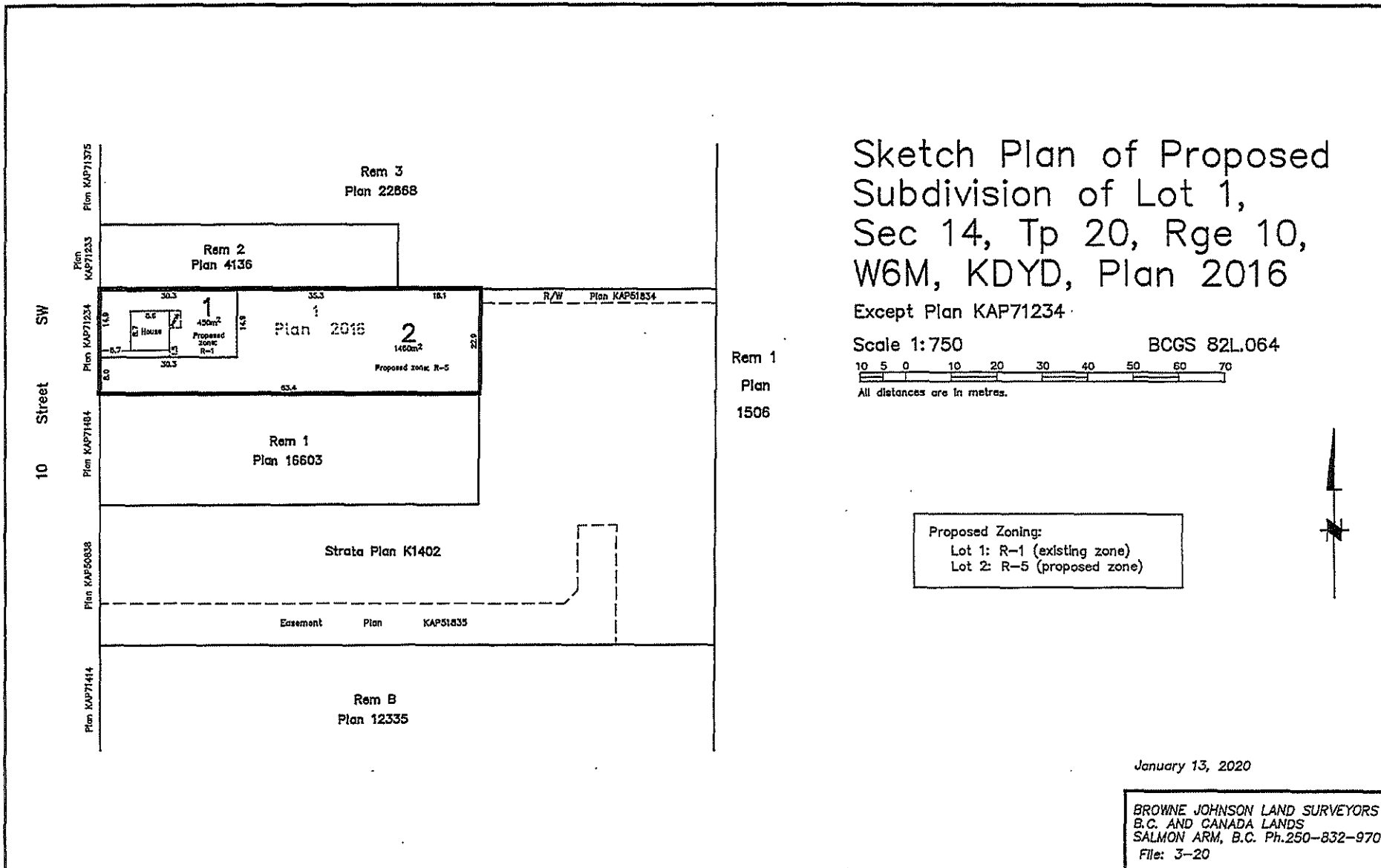
SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

TABLE 3

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each <i>dwelling unit</i> which caters to the disabled (e.g. wheelchair access)	▪ 2 units per hectare (0.8 units per acre)
2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children	▪ 4 units per hectare (1.6 units per acre) ▪ 6 units per hectare (2.4 units per acre) ▪ 8 units per hectare (3.2 units per acre)
3. Provision of below <i>grade</i> or parkade type parking for at least 50% of the required off street parking	▪ 10 units per hectare (4.0 units per acre)
4. Provision of each rental <i>dwelling unit</i>	▪ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental <i>dwelling unit</i> in accordance with special agreement under Section 904 (#3218)	▪ 5 units per hectare (2.0 units per acre)

Parking

10.12 Parking shall be required as per Appendix I.





*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 25 February 2020
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: Lewis, Steven, PO Box 72, Salmon Arm, BC V1E 4N2
 APPLICANT: Browne Johnson Surveyors, PO Box 362, Salmon Arm, BC V1E 4N5
 SUBJECT: SUBDIVISION APPLICATION NO. SUB 20-03
 ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
 LEGAL: Lot 1, Section 14, Township 10, Range 10, W6M KDYD, Plan 2016 Except
 Plan KAP71234
 CIVIC: 710 – 10 Street SW

Further to your referral dated January 28 2020, we provide the following servicing information.

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

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 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

SUBDIVISION APPLICATION FILE: 20-03
ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
25 February 2020
Page 2

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 / building permit the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / building permit approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. 10 Street SW, on the subject properties western boundary, is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 2.38m of additional road dedication is required (to be confirmed by a BCLS).
2. 10 Street SW is constructed to a modified Collector Road standard from 5 Avenue SW to 10 Avenue SW. However, the frontage of the subject property is one of two properties that do not comply with this standard. Upgrading to the 10 St SW modified Collector Road standard is required, in accordance with the adjacent properties. Upgrading will include, but is not limited to, 2m wide boulevard with offset sidewalk and fire hydrant. Street lighting will not be required, due to limited boulevard space and three phase power lines. Owner / Developer is responsible for all associated costs.
3. As 10 Street SW is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only 1 driveway access will be permitted onto 10 Street SW and a reciprocal access agreement will be required to service the remainder lot from the proposed pan handle access. All unused driveways shall be removed and the curb and gutter reinstated. Owner / Developer responsible for all associated costs.

Water:

1. The subject property fronts a 250mm diameter Zone 1 watermain on 10 Street SW. No upgrades will be required at this time.
2. The existing lot 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. Water meter will be supplied by the City at the time of subdivision, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 12.5mm service from the 250mm diameter watermain on 10 Street SW. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

SUBDIVISION APPLICATION FILE: 20-03
ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
25 February 2020
Page 3

4. The proposed lot 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). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
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. Fire hydrant installation will be required. One additional fire hydrant is required to meet the medium density spacing requirements of 90 meters.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 10 Street SW. No upgrades will be required at this time.
2. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Sanitary System to receive the proposed discharge from the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 10 Street SW. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 450mm diameter storm sewer on 10 Street SW. No upgrades will be required at this time.
2. Records indicate that the existing property is not serviced by storm service. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
3. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
4. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.

SUBDIVISION APPLICATION FILE: 20-03
ZONING AMENDMENT APPLICATION FILE NO. ZON-1169
25 February 2020
Page 4


5. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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



Chris Moore
Engineering Assistant



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

From: Judith Barillaro
Sent: April-27-20 7:50 AM
To: Caylee Simmons
Subject: Rezoning Lot 1, Section 14

April 27, 2020

Re: Public Hearing dated this day April 27, 2020

Regarding the Rezone Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234 fro R-1 Single Family Residential Zone to R-5 High Denslty Residential Zone.

I have reservation on this rezoning. I would like to know the Intent of the property owner as to the number of dwellings and the height of said dwellings he wishes to build there. Are they to be houses or an apartment or condominium building?

Our properties being Braeside Place, backs on to this property. and any such buildings are going to Impact us.. Any view that we may be able to have, our , privacy and the height of this/these buildings to be built are of great concern to me and others here...

If the buildings are too high (meaning two or more units or floors high) well, that is going to have an impact on the future, should I wish to sell my home.

I want to be able to go outside and not have people invading my privacy or looking into the windows of my home, so that I have to keep my curtains drawn for the privacy, which at the present, I enjoy.

Looking at the properties depth from the present home on It., to build any large structures is going to be necessary for them to be built close to the fence separating their property from ours.

So, before I say yes to this rezoning I want to know the Intent. I don't want to see a bullding or buildings the height of Piccadilluy Place be built on the other side of the fence. And impacting myself and the other home owners here.

There are two of us who will be deeply affected by this. Granted you are probably saying "Hmph", that is only two people, but we are two single women and tax payers who DO NOT want to be ignored.

Our concerns are real and we EXPECT to be Considered in regards to this in a positive way so that both parties are happy and can live with that decision.

We do not want you to view this and say sorry ladies, he can build what he wants. and tough luck to you.

I guess that I sound a little nasty to you. But, too many times, the women or the "little guys" concerns and desires go by the wayside and the developer holds the reins and gets just what he wants. It happens all the time.

So please take into consideration our concerns and allow a fair arrangement for both parties.

And notify us of the builders intent. I feel we have a right to know what we would be saying yes too. And not get any unacceptable surprises handed to us.

I would very much appreciate a reply from you as soon as possible and before your hearing please.. And how much depreciation of my home in value there would be to my home.

Thank you,

Sincerely,

Judith Barillaro,
#8 - 780 10th Street S.W. (Braeside Place)
Salmon Arm, B.C. V1E 1L9

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Bylaw Application No. ZON-1169 [Lewis, S.F.; 710 10 Street SW; R-1 to R-5]

The Director of Development Services explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

J. Barillaro – email dated April 27, 2020 – Rezoning Lot 1, Section 14

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:12 p.m. and the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4375

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 April 27, 2020 at the hour of 7:00 p.m. was published in the April 15 and 22, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone, Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan 2016 Except Plan KAP71234 from R-1 (Single Family Residential Zone) to R-5 (High Density 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. 4375

5. CITATION

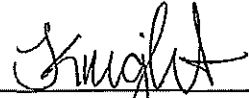
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4375"

READ A FIRST TIME THIS 14th DAY OF April 2020

READ A SECOND TIME THIS 14th DAY OF April 2020

READ A THIRD TIME THIS 27th DAY OF April 2020

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 29th DAY OF April 2020



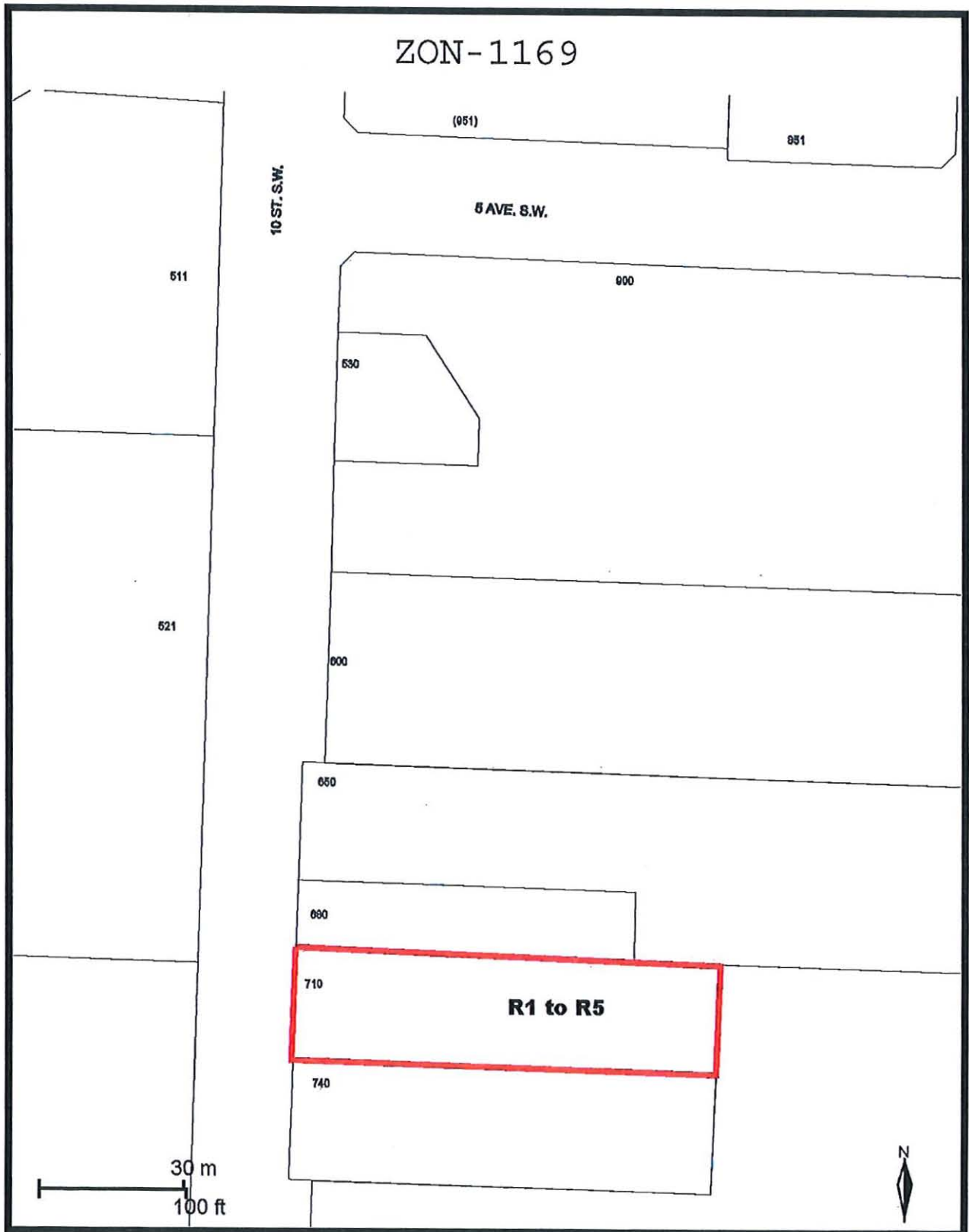
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



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INFORMATIONAL CORRESPONDENCE - MAY 11, 2020

- | | | |
|-----|--|-----|
| 1. | Building Department - Building Statistics - April 2020 | N |
| 2. | Building Department - Building Permits - Yearly Statistics | N |
| 3. | B. Dyck - email dated April 28, 2020 - Letter for Mayor and Council re Douglas Fir bark beetle | A |
| 4. | D. Walters - letter dated April 29, 2020 - Disc Golf Course Welcome Sign | A |
| 5. | S. Genn, Proair - letter received April 2020 - Bench Advertising Contract | A/S |
| 6. | D. Gonella, Executive Director, Salmon Arm Folk Music Society - letter dated April 28, 2020 - Request for Letter of Support | R |
| 7. | E. Vardal, Shuswap Family Centre - letter dated April 22, 2020 - Creating Future Childcare Spaces in Salmon Arm | A |
| 8. | A. Varnes, Program Manager, Salmon Arm Arts Centre - email dated April 30, 2020 - Wednesday on the Wharf 2020 | N |
| 9. | BC SPCA - Spring 2020 - Science and Policy Newsletter | N |
| 10. | J. Baker, Mayor, District of Lake Country to the Honourable B. Morneau, Minister of Finance - letter dated April 15, 2020 - Interest Charged on Deferred Mortgage Payments | N |
| 11. | L. Buchanan, Mayor, City of North Vancouver to Honourable S. Robinson, Minister of Municipal Affairs and Housing - letter dated April 30, 2020 - Supporting British Columbians during the COVID-19 pandemic | N |
| 12. | R. Girouard, Assistant Commissioner, Western Region, Canadian Coast Guard - letter dated April 23, 2020 - Non-essential Boating | N |
| 13. | C. Dunagee, President, Child Find BC - letter dated April 23, 2020 - Proclamation for Nation Missing Children's Month and Missing Children's Day | A |
| 14. | D. Schafer, Stick & Stone Cannabis Co. - email dated April 30, 2020 - Request for Letter of Support | A |
| 15. | J. Kornelsen, Associate Professor, Department of Family Practice and Christine Carthew, Centre for Rural Health Research, Department of Family Practice, University of British Columbia email dated May 6, 2020 - UBC Survey-Rural Community Responses to COVID-19 in BC | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 12.2

CITY OF SALMON ARM

Date: May 11, 2020

L. Fitt, Manager, Salmon Arm Economic Development Society – letter dated May 7, 2020 – Shuswap Food Hub Business Plan – Receipt of Project Funds

Vote Record

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

Opposed:

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



May 7, 2020

City of Salmon Arm
Mayor Harrison and Council
PO Box 40 Salmon Arm BC V1E4N2

Dear Mayor Harrison and Council:

Re: Shuswap Food Hub Business Plan – Receipt of Project Funds

Salmon Arm Economic Development Society (SAEDS) was recently approved for a \$14,000 grant from the Ministry of Agriculture to expand the previously completed *Shuswap Food Hub Feasibility Study* into a detailed business plan. The Ministry has requested that the City of Salmon Arm act as the recipient for the funds, flowing the funds through to SAEDS, in order to comply with their operational guidelines for direct award project funding. This same partnership model was recently used for receiving the grant funding for the *Shuswap Food Hub Feasibility Study* and we are hoping the City will again consider supporting this request.

Project Background: SAEDS identified a gap in the local food supply chain, specifically in available community infrastructure and resources to support agri-food development and production. In 2019, Financial support from the Ministry of Agriculture supported the completion of Phase I planning, the *Shuswap Food Hub Feasibility Study*. This study included assessing the feasibility of increasing agri-food processing and innovation in the Shuswap region by developing a regional food hub.

As a next step in this process, SAEDS will now work to build out the *Shuswap Food Hub Feasibility Study* to prepare a detailed business plan which will guide the implementation of the Shuswap Food Hub. With funding support from the Ministry of Agriculture and guidance from the Food Hub Working Group, a contractor will be commissioned from May 11, 2020 to July 17th, 2020, to implement phase II planning for the Shuswap Food Hub.

As with other similar programs, SAEDS is prepared to enter into an agreement with the City of Salmon Arm specifying that our organization will be responsible for all financial and administrative processes related to the completion of the Food Hub Business Plan. SAEDS appreciates Council's consideration to support the receipt of the project funds and is pleased to provide any further information required.

Sincerely,

A handwritten signature in black ink, appearing to read "Lana Fitt".

Lana Fitt Economic Development Manager

Item 21.

CITY OF SALMON ARM

Date: May 11, 2020

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of May 11, 2020, be adjourned.

Vote Record

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

Opposed:

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

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May 8, 2020

Mayor and Council of Salmon Arm
500 – 2nd Avenue NE
Salmon Arm, BC V1E 4N2

RE: ZON-1174 (508316 BC Ltd) Proposed Rezoning of 1141 18th Street NE

Dear Council,

Further to our verbal presentation of the proposed development at 1141 18th Street NE during the Development and Planning Committee meeting dated May 4 2020 we would like to take the opportunity to respond to a comment/question that was brought up regarding a trail connection through the development.

Although we are not against trail connections in principle, we do oppose the suggested connection for the following reasons:

1. As developers we are guided by and make decisions based on a number of Bylaws of which the OCP is an important one. The OCP does not designate or propose a trail or greenway through the site but rather along 18th Street NE that connects to 11th Avenue NE. As a condition of further development approvals, the City will already require a 3.5 m dedication along 18th Street NE from the site to allow for future improvements, one of which is a connection for pedestrians.
2. With a connection along 18th Street NE connecting to the sidewalk along 11th Avenue NE the pedestrian network in this area is complete. Although the sidewalk along 11th Avenue is not designated as a greenway in the OCP it is no different in form and character than the designated greenway in front of Sascu/Askews Uptown. A trail through our development would not eliminate a missing link in the pedestrian network or complete the network, which, if it was the case, could justify requiring land from land owners.
3. From a marketing perspective we oppose a trail through our backyards. The backyards already are not deep and trail dedication would reduce the depth even more. Further the trail is likely to be fenced to separate City land from private property, which is not preferred from an aesthetic perspective. Lastly a trail would intrude on the privacy of the future residents without any benefit to the residents.
4. The east-west internal road will terminate near the west multi-family units, but we propose to create a connection to 11th Avenue for pedestrians to allow our residents to walk to destinations to the west of the development. Since we are not envisioning a gated community this short-cut as you will is also available for non-residents.

In conclusion we believe that a trail negatively impacts our development, does not offer any benefit to our future residents and does not even offer any benefit to the public in general. We therefore request that Council not propose or support a motion to include a trail as a condition for rezoning or future development approvals.

Sincerely,

Kelly Guenther,
Guenther Homes and Dev. Ltd
250-793-8492 ~ kelly@ghdev.ca