

AGENDA

Regular Council Meeting

Monday, July 23, 2018

1:30 p.m.

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

**Council Chamber of City Hall
500 – 2 Avenue NE**

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ADOPTION OF AGENDA
	4.	DISCLOSURE OF INTEREST
	5.	PRESENTATIONS / DELEGATIONS
3 - 6	1.	Sergeant Lachapelle, Salmon Arm RCMP Detachment – Quarterly Policing Report – April 2018 to June 30, 2018
	6.	CONFIRMATION OF MINUTES
7 - 16	1.	Regular Council Meeting Minutes of July 9, 2018
	7.	COMMITTEE REPORTS
17 - 20	1.	Development and Planning Services Committee Meeting Minutes of July 16, 2018
21 - 24	2.	Environmental Advisory Committee Meeting Minutes of June 7, 2018
25 - 28	3.	Social Impact Advisory Committee Meeting Minutes of April 18, 2018
29 - 34	4.	Housing Task Force Meeting Minutes of July 3, 2018
	8.	INTRODUCTION OF BYLAWS
	9.	RECONSIDERATION OF BYLAWS
	10.	CORRESPONDENCE
35 - 36	1.	Informational Correspondence
37 - 38	2.	T. Kutschker, Director/Curator, Shuswap District Arts Council – letter dated July 4, 2018 – Ross Street Stage Mosaic

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|---------|------------|--|
| | 11. | STAFF REPORTS |
| 39 - 40 | 1. | Chief Financial Officer – Property Tax Collection |
| | 12. | NEW BUSINESS |
| | 13. | COUNCIL STATEMENTS |
| | 14. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE |
| 41 - 44 | 1. | J. Payne, Deputy Corporate Officer, District of Sicamous – email dated July 17, 2018 – Request for Support |
| | 15. | NOTICE OF MOTION |
| | 16. | UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS |
| | 17. | OTHER BUSINESS |

7:00 p.m.

Page #	Item #	Description
	18.	DISCLOSURE OF INTEREST
	19.	HEARINGS
45 - 56	1.	Development Variance Permit Application No. VP-478 [Church of Latter Day Saints Canada / L.A. West Associates; 1400 – 20 Street NE; Retaining Wall Variance]
57 - 68	2.	Development Variance Permit Application No. VP-480 [Popoff, B. & B. / Hindbo Construction Group Inc.; 1111 – 19 Avenue SE; Retaining Wall Variance]
	20.	STATUTORY PUBLIC HEARINGS
	21.	RECONSIDERATION OF BYLAWS
69 - 70	22.	ADJOURNMENT

Item 2.

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

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

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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Item 5.1

CITY OF SALMON ARM

Date: July 23, 2018

PRESENTATION

Sergeant Lachapelle, Salmon Arm RCMP Detachment
Quarterly Policing Report
April 2018 to June 30, 2018

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

NCO i/c Salmon Arm Detachment
1980 11th Ave NE,
Salmon Arm, BC.
V1E 2V5

Your File - Votre référence

Our File - Notre référence

195-7

Date

Mayor and Council City of Salmon Arm

July 10, 2018

RE: Salmon Arm RCMP Detachment

Quarterly Policing Report – April 2018 to June 30th, 2018.

Dear Mayor and Council,

I provide you this report on our detachment's efforts in policing the Salmon Arm and greater area. The report covers the period of April through June 31 2018.

Detachment News

Our total Criminal Code Files were down this quarter from 2017 over the detachment area and within the city. In large part this trend has followed a decrease in property crime. In the quarter we responded to 1275 calls for service within the city and over 1700 calls for service in total which is comparable to 2017. There are no alarming trends in the statistics this quarter. Our crime stats remained comparable to 2017 which was a good year for crime reduction. One trend however, has continued and that is the increase in files that have mental health undertones.

On the Detachment staffing side of our house we have filled our vacant Constable positions. A Constable transferred from a northern coastal posting will join the detachment in August. Another, from a central interior posting is presently marketing his home. We continue to offer our municipally employed staff training in the RCMP's business systems under our post budget and are running one administrative vacancy in our office as city staff looks at options for filling that position.

On the legal front, we as police officers will see some challenges as we move toward legalized cannabis. The Impaired driving legislation federally under the criminal code is being finalized and I anticipate drug impaired driving charges to be laid criminally and under our provincial legislation. As with any legal change, I anticipate it will take time to be tested in the

Canada

RCMP GRC 2823 (2002-11) WPT

courts. We will incur staff time as people apply for pardons on previous drug charges. It is a challenging and interesting time to be in the Canadian Justice System in Canada.

In the city we have had 30 collisions with injuries or damage over \$1000 reported to our office in 2018. The number of these collisions is comparable with 2017. It is remarkable for a city of this size with the Trans-Canada bisecting it to have only 30 "major" collisions in a quarter.

Property crime is down again from 2017 and this trend was driven by a reduction in theft from vehicles. Break and Enter reports have been consistent from 2017 which was down substantially from previous years. We have identified a crime hot spot in a neighboring detachment area on our boundary and are working to impact this group and disrupt their activities.

Investigative highlights from the past quarter:

- Our officers executed a major search warrant for cultivation of cannabis within the city where 100 pounds of dried cannabis was seized.
- Recommended charges in a matter of uttering threats as it pertained to a possible planned incident as one of our school campuses. At this time the youth involved is under strict release conditions in support of public safety as well as adult intervention and guidance to support that youth as that person moves forward in life.
- 26 Downtown Foot Patrols.
- In the quarter 467 traffic stops were made by our local officers.
- 23 high risk driving charges were laid,
- 21 drivers were removed from local roadways for impaired operation of motor vehicles,
- Our members have also conducted 10 or more Traffic Enforcement Blitz's around the city and in the rural area this quarter.

Please find the attached crime statistics which I customarily attach to this report.

Yours in Service,



Scott West, S/Sgt.
NCO i/c Salmon Arm RCMP Detachment



SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 2, 2018

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC
V1E 2V5

Telephone (250) 832-6044 Fax (250) 832-6842

City of Salmon Arm
500 2nd Ave N.E.
Salmon Arm, BC
V1E 4 N2

July 11, 2018

Dear Mayor Nancy Cooper,

RE: Quarterly Crime Statistics - April / May / June

CRIME CATEGORIES	CITY	CITY	RURAL	RURAL
	Q2 2017	Q2 2018	Q2 2017	Q2 2018
Homicide / Attempted Homicide	0	0	0	0
Assaults	15	13	12	10
Sexual Offences	1	5	2	0
Robbery	0	1	0	0
Auto Theft	9	8	2	4
Break and Enters	14	10	3	4
Theft From Motor Vehicle	54	20	15	8
Drug Investigations	7	14	4	7
Motor Vehicle Collisions	49	48	26	23
Motor Vehicle Collisions W Fatality	0	0	0	0
Impaired Driving - CC	5	6	2	5
Impaired Driving - MVA (IRPs)	18	11	4	0
TOTAL PERSONS/VIOLENT CC	31	34	19	18
TOTAL PROPERTY CC	160	112	39	39
TOTAL OTHER CC	44	58	8	14
TOTAL CRIMINAL CODE (CC)	235	204	66	71

TOTAL CALLS FOR SERVICE	1384	1275	475	519
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COMMUNITY	CITY Q2	CITY Q2	RURAL Q2	RURAL Q2
	2017	2018	2017	2018
Files with youth negative contacts	1	9	3	3
Mental Health Related Calls	118	140	26	26
Files Involving Alcohol / Drugs	208	323	70	73
Domestic Violence	33	34	12	14

Should you have any questions or concerns, or should you wish to discuss these statistics, please do not hesitate to contact me at 250-832-6044.

Yours truly,

Scott West, S/Sgt., NCO I/C

Item 6.1

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Regular Council Meeting Minutes of July 9, 2018, be adopted as circulated.

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on Monday, July 9, 2018.

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor L. Wallace Richmond
Councilor T. Lavery
Councillor A. Harrison

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Recorder B. Puddifant

ABSENT:

Councillor K. Jamieson

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0311-2018 Moved: Councillor Harrison
 Seconded: Councillor Lavery
 THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:17 p.m.
Council recessed until 2:30 p.m.

3. REVIEW OF AGENDA

Late Item 10.1.18 – J. Shirley, Executive Director and P. Hilland, Assistant Residential Coordinator, SAFE Society – letter dated July 5, 2018 – Letter of Support

Late Item 10.1.19 – Child Care Resource and Referral Program, Shuswap Children's Association, letter dated June 21, 2018 – Childcare

3. REVIEW OF AGENDA - continued

Late Item 19.1 – Petition received July 9, 2018 – L. Schneider, R. & M. Segreto, F. & C. Martell, A. Baranowski, J. Nakagawa, M. Eames, S. Goldberg, S. Taylor, J. Van Ommen, P. Kassa, N. Wuolle, L. & W. Kunkel, D. & H. Heermann, N. Downs, J. Chorlton, D. Hindbo, M. Mead, T. Moshel, T. & I. Hamilton

Late Item 7.2 – Replacement Minutes for the Housing Task Force Meeting of June 18, 2018

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict with Item 10.1.4 as Rocana Meats is a client of his firm.

5. PRESENTATIONS / DELEGATIONS**1. L. Fitt, Manager, Salmon Arm Economic Development Society - Update**

Lana Fitt, Manager of the Salmon Arm Economic Development Society provided a report regarding the activities of SAEDS and was available to answer questions from Council. The presentation included a certificate of appreciation presentation to Winston Pain acknowledging his volunteer service to SAEDS.

Councillor Flynn left the meeting at 3:09 p.m.

6. CONFIRMATION OF MINUTES**1. Regular Council Meeting Minutes of June 25, 2018**

0312-2018

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of June 25, 2018, be adopted as circulated.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:10 p.m.

7. COMMITTEE REPORTS**1. Development and Planning Services Committee Meeting Minutes of July 3, 2018**

0313-2018

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee Meeting Minutes of July 3, 2018, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued2. Housing Task Force Minutes of June 18, 2018

0314-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Housing Task Force Meeting Minutes of June 18, 2018, be received as information.

CARRIED UNANIMOUSLY8. INTRODUCTION OF BYLAWS9. RECONSIDERATION OF BYLAWS1. City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4275 - Final Reading

0315-2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: The bylaw entitled City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4275, be read a final time.

CARRIED UNANIMOUSLY10. CORRESPONDENCE1. Informational Correspondence

Councillor Eliason left the meeting at 3:17 and returned to the meeting at 3:19 p.m.

18. J. Shirley, Executive Director and P. Hilland, Assistant Residential Coordinator (Transition House), SAFE Society - letter dated July 5, 2018 - Letter of Support

0316-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council issue a letter of support, in principle, for the SAFE Society's Expression of Interest to BC Housings' Building BC: Women's Transition Housing Fund.

CARRIED UNANIMOUSLY

11. STAFF REPORTS**1. Director of Engineering & Public Works – TCH Corridor Safety Improvements – Agreements**

0317-2018 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: Council reconsider Resolution 0401-2017.

CARRIED

Councillor Wallace Richmond Opposed

0401-2017 Moved: Councillor Wallace Richmond
 Seconded: Councillor Flynn
 THAT: City Council approve the proposed Phase I Improvements as outlined in the staff report dated July 26, 2017 and as recommended in the Trans-Canada Highway Corridor Safety Study (2013) as prepared by ISL Engineering Ltd.

AND THAT: the City enter into a Letter of Agreement with the Ministry of Transportation and Infrastructure for the cost sharing of said improvements subject to the funding being reviewed during the 2018 budget discussions.

0318-2018 Moved: Councillor Eliason
 Seconded: Councillor Flynn
 THAT: Resolution 0401-2017 be deferred until after the 2018 Inaugural Meeting of Council.

CARRIED

Councillor Wallace Richmond Opposed

2. Fire Chief – All-Terrain Vehicle Capital Purchases

0319-2018 Moved: Councillor Eliason
 Seconded: Councillor Lavery
 THAT: Council authorize the purchase of a 2018 SX XC Kawasaki Mule all-terrain vehicle in the amount of \$10,295.00 plus taxes from Xcalibur Kawasaki Salmon Arm;

AND THAT: Council authorize the purchase of a 2018 John Deer 825M all-terrain vehicle in the amount of \$16,120.00 plus taxes from Prairie Coast Equipment Inc. Kamloops.

CARRIED UNANIMOUSLY

11. STAFF REPORTS - continued

3. Director of Corporate Services - Council Delegation - Ministry of Transportation and Infrastructure

0320-2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: Council appoint Councillors Harrison and Eliason to travel to Victoria to meet with the Minister of Transportation and Infrastructure, et al, to discuss the Trans Canada Highway 4 laning project and the Minister of Forests, Lands and Natural Resources to discuss the Salmon Arm Rap Attack base;

AND THAT: up to \$4,000.00 for travel expenses be funded from Council Initiatives.

CARRIED UNANIMOUSLY

4. Chief Administrative Officer - Affordable Housing Reserve and 2018 - 2022 Financial Plan Amendment

0321-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: The 2018 Budget contained in the 2018 - 2022 Financial Plan be amended as follows:

Property Acquisition - \$720,000.00, funded as follows:

PEP Recovery	\$260,000.00
Building Permit Revenue	50,000.00
RCMP Surplus	100,000.00
General Capital Reserve	<u>310,000.00</u>
Total	\$720,000.00

AND THAT: The 2018 Budget contained in the 2018 - 2022 Financial Plan be amended to direct \$200,000.00 to an Affordable Housing Reserve allocated from increased Building Permit Revenue.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

13. COUNCIL STATEMENTS

1. Committees of Council/Agency Representatives

Members of Council reported on the Committees and Agencies they represent.

14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief - June 2018.

15. NOTICE OF MOTION

16. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

17. OTHER BUSINESS

1. UBCM Meetings/Delegations

0322-2018

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: Council direct staff to request meetings at the 2018 UBCM Convention with the following:

- Minister of Transportation and Infrastructure (follow up on Trans Canada Highway 4 laning project and existing and proposed Salmon River Bridge)
- Minister of Education (Intersection at Highway 97B and 10 Avenue SE)
- Minister of Municipal Affairs and Housing (Affordable Housing)
- Minister of Forests, Lands and Natural Resources Operations Rural Development (Salmon Arm Rap Attack Base)
- Minister of Social Development and Poverty Reduction (Panhandling, etc.)
- Minister of Jobs, Trade and Technology (Innovation Centre)

CARRIED UNANIMOUSLY

The Meeting recessed at 4:01 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor N. Cooper
Councillor C. Eliason
Councillor K. Flynn
Councillor T. Lavery
Councillor L. Wallace Richmond
Councillor A. Harrison (entered the meeting at 7:01 p.m.)

Chief Administrative Officer C. Bannister
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Planning and Development Officer J. Turlock

ABSENT:

Councillor K. Jamieson

18. DISCLOSURE OF INTEREST

19. HEARINGS**1. Development Variance Permit Application No. VP-476 [Brautigam, K. & M./Lawson Engineering & Development Services Ltd.; 3820 - 20 Street NE; Servicing Variance]**

0323-2018

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: Development Variance Permit No. 476 be authorized for issuance for Lot 2, Section 25, Township 20, Range 10, W6M, KDYD, Plan 3890 which will vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Reduce the requirement to construct the 20 Street NE frontage to the full RD-2 Urban Local Road standard and instead allow a modified road design as shown in Appendix 6 of the staff report dated June 19, 2018.

Councillor Harrison entered the meeting at 7:01 p.m.

The Planning and Development Officer explained the proposed Development Variance Permit Application.

B. Lawson, the applicant, outlined the application and was available to answer questions from Council.

M. Brautigam, the applicant, spoke regarding curb and gutter requirements and was available to answer questions from Council.

R. Segreto, 4001 - 20 Street NE, spoke regarding the neighbourhood's concerns with ditching.

A. Baranowski, 4211 - 20 Street NE, expressed her safety concerns regarding ditches and the unsightliness of the weeds.

F. Martel, 3821 - 20 Street NE, expressed concerns regarding water runoff from the development and snow removal from driveways.

Amendment:

0324-2018

Moved: Councillor Harrison

Seconded: Councillor Wallace Richmond

THAT: the modified road design (RD-2 Cross Section) include the ditching plan as presented on July 9, 2018, or similar, mowable option as developed in consultation with staff.

CARRIED UNANIMOUSLY

Following three calls for submissions and questions from Council, the Hearing for VP-476 was declared closed at 7:24 p.m. and the Motion, as amended, was:

CARRIED UNANIMOUSLY

19. HEARINGS - continued2. Development Variance Permit Application No. VP-477 [Denter, A./Lawson Engineering & Development Services Ltd.; 1211 - 20 Avenue SW; Servicing Variance]

0325-2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: Development Variance Permit No. 477 be authorized for issuance for Lot A, Plan 6011, Section 10, Township 20, Range 10, W6M, KDYD to vary the provisions of Subdivision and Development Servicing Bylaw No. 4163 as follows:

1. Section 3.0

- i) Reduce the requirement to upgrade the north half of the 20 Avenue SW frontage to the Urban Local standard to a modified design that excludes concrete sidewalk and ornamental street lighting.

The Planning and Development Officer explained the proposed Development Variance Permit Application.

B. Lawson, the applicant, spoke regarding reducing sidewalk requirement and the cash in lieu option and was available to answer questions from Council.

S. Timpany, 1281 - 20 Street SW, spoke in favour of sidewalks being installed during development or a 100% cash in lieu contribution.

Amendment:

0326-2018

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: item 1.i) be deleted in its entirety and replaced as follows:

1. Section 3.0

- i) Reduce the requirement to upgrade the north half of the 20 Avenue SW frontage to the Urban Local standard to a 50% cash in lieu contribution for a concrete sidewalk and installation of one street light.

Following three calls for submissions and questions from Council, the Hearing for VP-477 was declared closed at 7:58 p.m.

DEFEATED UNANIMOUSLY

Amendment:

0327-2018

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: item 1.i) be deleted in its entirety and replaced as follows:

19. HEARINGS - continued2. Development Variance Permit Application No. VP-477 [Denter, A./Lawson Engineering & Development Services Ltd.; 1211 - 20 Avenue SW; Servicing Variance] - continued1. Section 3.0

- i) Reduce the requirement to upgrade the north half of the 20 Avenue SW frontage to the Urban Local standard to a 50% cash in lieu contribution for a concrete sidewalk and 100% cash in lieu contribution for one street light.

CARRIED UNANIMOUSLY

Motion as Amended:

CARRIED UNANIMOUSLY

20. STATUTORY PUBLIC HEARINGS21. RECONSIDERATION OF BYLAWS22. OTHER BUSINESS23. ADJOURNMENT

0328-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of July 9, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:02 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of 2018.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Jamieson

THAT: the Development and Planning Services Committee Meeting Minutes of July 16, 2018, be received as information.

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on Monday, July 16, 2018.

PRESENT:

Mayor N. Cooper
Councillor K. Flynn
Councillor C. Eliason
Councillor A. Harrison
Councillor L. Wallace Richmond
Councillor K. Jamieson

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

ABSENT:

Councillor T. Lavery

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

4. PRESENTATIONS

5. REPORTS

1. Development Variance Permit Application No. VP-478 [Church of Latter Day Saints Canada / L.A. West Associates; 1400 - 20 Street NE; Retaining Wall Variance]

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit VP-478 be authorized for issuance for

5. REPORTS - continued**1. Development Variance Permit Application No. VP-478 [Church of Latter Day Saints Canada / L.A. West Associates; 1400 - 20 Street NE; Retaining Wall Variance] - continued**

Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 27915 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.3 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 1.2m to 2.9m.

E. Menard Jonker, agent for the applicant, explained the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-480 [Popoff, B. & B. / Hindbo Construction Group Inc.; 1111 - 19 Avenue SE; Retaining Wall Variance]

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit VP-480 be authorized for issuance for Lot 6, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a fence in conjunction with a retaining wall from 2m (6.5 ft) to 6m (19.5 ft).

D. Hindbo, agent for the applicant, explained the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. FOR INFORMATION**7. IN CAMERA****8. LATE ITEMS**

9. ADJOURNMENT

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Development and Planning Services Committee meeting of July 16, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:15 a.m.

Minutes received as information by Council
at their Regular Meeting of , 2018.

Mayor Nancy Cooper
Chair

Item 7.2

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Lavery

Seconded: Councillor Eliason

THAT: the Environmental Advisory Committee Meeting Minutes of June 7, 2018 be received as information.

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM

Minutes of the Environmental Advisory Committee Meeting held in Council Chambers of City Hall, 500 – 2 Avenue NE on **Thursday, June 7, 2018 at 9:00 a.m.**

PRESENT:

Councillor Tim Lavery
Barry Wilson
Ron Pederson
Warren Bell
Sherry Bowlby
Luke Gubbels
John McLeod
Janet Pattinson
Pauline Waelti
Erin Jackson

City of Salmon Arm, Chair
Citizen at Large
Salmon Arm Fish & Game Club
WATER
Citizen at Large
Canoe Forest Products
Salmon Arm Farmers Institute (SAFI)
Shuswap Naturalist Club
Shuswap Environmental Action Society (SEAS)
City of Salmon Arm, Recorder

ABSENT:

Iva Jules
Sarah Weaver
Dan Smith
Gary Arsenault
Louis Thomas
Amy Vallarino

Adams Lake Indian Band
Salmon Arm Bay Nature Enhancement Society
Shuswap Construction Industry Professionals
Shuswap Pro Development Association
Neskonlith Indian Band
Citizen at Large

GUEST:

Katrina Weicker

Salmon Arm Secondary Youth Council

The meeting was called to order at 9:05 a.m.

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

Moved: Warren Bell

Seconded: Sherry Bowlby

THAT: the Environmental Advisory Committee Meeting Agenda of June 7, 2018, be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of May 3, 2018 Environmental Advisory Committee Meeting**

Moved: Ron Pederson

Seconded: John McLeod

THAT: the minutes of the Environmental Advisory Committee Meeting of May 3, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes**6. New Business****i. Greenhouse Gas Emissions Reduction**

a) Review of City's CARIP Report- Councillor Lavery explained the City's commitment to the Climate Action Charter and related reporting requirements. There are 186 local government signatories and 45 achieve carbon neutrality. The Committee discussed the CARIP report and reviewed 'Becoming Carbon Neutral: Guidebook for BC Local Governments 2014' section entitled *Balancing and Offsetting Corporate GHG Emissions: Three Options for Local Governments*.

b) GHG reduction ideas - The Committee brainstormed tangible ideas to reduce GHG emissions which will be reviewed by the working group over the summer and brought back for discussion in the fall.

7. Other Business &/or Roundtable Updates**8. Next meeting - Thursday, September 6, 2018**

Moved: Warren Bell

Seconded: Ron Pederson

THAT: the Environmental Advisory Committee Meeting of June 7, 2018 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:28 a.m.

Councillor Tim Lavery, Chair

Received for information by Council on the th day of , 2018

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Item 7.3

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: the Social Impact Advisory Committee Meeting Minutes of April 18, 2018 be received as information.

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

CITY OF SALMON ARM - SOCIAL IMPACT ADVISORY COMMITTEE

Social Impact Advisory Committee meeting held **Wednesday, April 18, 2018**, at 8:00 a.m. in Meeting Room 100, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
June Stewart	Shuswap Children's Association
Gudrun Malmqvist	Shuswap Settlement Services
Neil Green	Interior Health Association- Mental Health
Patricia Thurston	Shuswap Family Resource and Referral Centre
Dawn Dunlop	Canadian Mental Health Association (CMHA)
Erin Jackson	City of Salmon Arm, Recorder

ABSENT:

Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Susan Cawsey	Okanagan College
James Laitinen	Okanagan Regional Library
Kim Sinclair	Aspiral Youth Partners
Jane Shirley	Shuswap Area Family Emergency (SAFE) Society

The meeting was called to order at 8:03 a.m.

1. Call to Order
2. Introductions
3. Presentations
4. Approval/ Changes/ Additions to Agenda
5. Old Business/Arising from Minutes

a) Housing Task Force -

Councillor Wallace Richmond provided an update to the Committee regarding the Task Force. Jane Shirley and Dawn Dunlop are members but there is still a vacancy for a Development representative and Citizen at Large. The focus of the Task Force will be a long terms strategy and short term response.

6. New Business

a) Poverty Roundtable -

Discussion and information gathering for the BC Poverty Reduction Strategy was held on March 27, 2018 at the United Church.

b) Downtown Activity Centre –

School District will be seeking Expressions of Interest for the sale of the DAC.

c) Cannabis Retailers –

The Committee discussed concerns with current cannabis retailers and the upcoming legislative changes. The City hosted a Cannabis Retail Sales Public Input Meeting on April 16, 2018 to gather the views of the public about possible siting of licensed retailers once the legislation comes into effect.

d) School District Transportation Review

The Committee shared concerns about the proposed changes to bussing in Salmon Arm.

Next Regular Meeting

TBD

7. Adjournment

MOVED: Gudrun Malmqvist

SECONDED: Patricia Thurston

THAT: the Social Impact Advisory Committee meeting of April 18, 2018 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:58 a.m.

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of _____, 2018.

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Item 7.4

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Housing Task Force Meeting Minutes of July 3, 2018 be received as information.

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

HOUSING TASK FORCE

Housing Task Force meeting held **Tuesday, July 3, 2018**, at 11:00 a.m. in Meeting Room 100, City Hall, Salmon Arm, British Columbia.

PRESENT:

Councillor Tim Lavery	City of Salmon Arm, Co-Chair
Councillor Louise Wallace Richmond	City of Salmon Arm, Co-Chair
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society, Alternate
Dawn Dunlop	Canadian Mental Health Association (CMHA)
Dan Rogers	Neskonlith Indian Band, Alternate
Jeff Ragsdale	Member at Large
Lana Fitt	Salmon Arm Economic Development Society
Calvin Berger	Member at Large
Ian McDiarmid	McDiarmid Construction Ltd.
Barb Puddifant	City of Salmon Arm staff

ABSENT:

Jane Shirley	Shuswap Area Family Emergency (SAFE) Society
Louis Thomas	Neskonlith Indian Band
Steven Teed	Adams Lake Indian Band
Barry Delaney	Salmon Arm Savings and Credit Union (SASCU)

The meeting was called to order at 11:00 a.m.

1. Call to Order

2. Introductions

Dan Rogers, Housing Coordinator, Neskonlith Indian Band was introduced.

3. Presentations

- a) Rob Jaswal, Affordable Housing Specialist, CMHC outlined CMHC funding programs, lending and grant opportunities and the National Housing Strategy. Information was provided regarding an upcoming listing of federally owned properties in the Shuswap.

4. Approval/ Changes/ Additions to Agenda

Addition of Item 7(e) Federal lands in the City of Salmon Arm.

Moved: Jeff Ragsdale

Seconded: Dawn Dunlop

THAT: the Housing Task Force Meeting Agenda of July 3, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of June 18, 2018 Housing Task Force Meeting

Moved: Calvin Berger

Seconded: Jeff Ragsdale

THAT: the minutes of the Housing Task Force meeting of June 18, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from Minutes

7. New Business

a) Updates

- Paige Hilland spoke regarding SAFE's Expression of Interest Letter to BC Housing due July 13, 2018. SAFE Society will be asking Council for a letter of support. Paige Hilland advised that she has been making inquiries with Development and Planning Services as to the current zoning of the shelter property and the process of having the property rezoned or subdivided.
- Dawn Dunlop advised that the Board of CMHA has approved the engagement of a Development Consultant and that their process is moving forward.
- Councillor Lavery confirmed that Matt Thompson, Urban Matters, will be presented at the July 16, 2018 meeting.
- Councillor Lavery confirmed that contact has been initiated with the Faith based communities regarding available land.
- Councillor Lavery confirmed that information on the City of Kamloops Housing Strategy is available on Trello and a link will be emailed to all members of the Task Force.

8. New Business - continued

a) Updates - continued

- Councillor Lavery advised that Provincial Government funding is available for projects on Reserve lands. Dan Rogers stated that there are infrastructure challenges on Reserve lands.

b) Roles

c) What's on Deck

Councillor Lavery outlined that the meetings on July 30 and August 13 will be collating and identifying ideas between members for the purpose of establishing the recommendation to Council by the Housing Task Force. Lana Fitt suggested that the recommendation to Council would include a request for financial commitment and resources from Council as well as other stakeholder groups in the community.

d) Housing Strategy recommendations

e) Federal Lands in the City of Salmon Arm

Dawn Dunlop raised the possibility of City staff providing information on Federal lands within the City of Salmon Arm. Jeff Ragsdale will make inquiries as to local federally owned lands.

Lana Fitt offered research assistance by way of the summer student employed by SAEDS.

Next Regular Meeting

The next Regular Meeting will be held on July 16, 2018 at 11:00 am.

9. Adjournment

MOVED: Dan Rogers

SECONDED: Ian McDiarmid

THAT: the Housing Task Force Meeting of July 3, 2018 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 12:08 pm

Co-Chair

Co-Chair

Minutes received as information by Council at their Regular Meeting of 2018.

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INFORMATIONAL CORRESPONDENCE - JULY 23, 2018

1. H. Chalmers - letter dated June 29, 2018 - Ross Street Underpass
2. R. Currie - letter dated July 4, 2018 - Refugee Family
3. V. Morris - email dated July 12, 2018 - Foreshore Trail
4. A. Morris - email dated July 9, 2018 - Ceasefire.ca
5. C. Pringle, President, Hopkins Meadows Strata Council - letter dated July 16, 2018 - Letter of Complaint
6. R.J. Haney Heritage Village & Museum - 19th Annual Classic Antique Car Show
7. P. Hiemstra, CEO, Focus Ability WorkAble Solutions - email dated June 26, 2018 - The Growing Crucial Funding Gap in BC
8. Shuswap Watershed Council - 2017 Water Quality Report
9. Interior Health - July 2018 - Healthy Communities
10. Interior Health - Public Service Announcement dated July 13, 2018 - Take precautions when skies are smoky
11. Interior Health - Statement dated July 13, 2018 - IH's position on improperly discarded needles
12. Interior Health - Public Service Announcement dated July 16, 2018 - Shuswap Home & Community Care Building Temporarily Closed
13. C. Chan, MIABC - email dated July 16, 2018 - MIABC Voting Delegate
14. M. Carr, Assistant Deputy Minister and General Manager, Liquor and Cannabis Regulation Branch - Policy Directive dated July 11, 2018 - Miscellaneous Liquor Control and Licensing Act changes
15. C. Pecknold, Assistant Deputy Minister and Director of Police Services, Policing and Security Branch - letter dated July 6, 2018 - Provincial Government Staff Meetings at This Year's UBCM Convention
16. J. Barry, Executive Director, Child Care Capital, Community and ECE Registry Services, Ministry of Children and Family Developments - email dated July 6, 2018 - Childcare BC New Spaces Fund Announcement
17. Health Canada - email dated July 6, 2018 - Health Canada Recall - Buy Buy Baby recalls Ellen Degeneres Coveralls with Cap
18. Health Canada - email dated July 13, 2018 - Statement on event sponsorship and other promotional activities by federally licensed producers of cannabis
19. Health Canada - email dated July 6, 2018 - Health Canada: Health risks of asbestos
20. J. Froese, Mayor, Township of Langley - letter dated July 10, 2018 - Moratorium - Facilities Growing Cannabis on Township of Langley lands
21. B. Miller, Chair, Regional District of Bulkley-Nechako - letter received July 10, 2018 - Support of the Province of B.C.'s Caribou Recovery Program
22. C. Peters - email dated July 2, 2018 - USA Government report on Human Trafficking and their focus on local communities to stop it

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Item 10.2

CITY OF SALMON ARM

Date: July 23, 2018

T. Kutschker, Director/Curator, Shuswap District Arts Council
Letter dated July 4, 2018
Ross Street Stage Mosaic

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



July 4, 2018

City of Salmon Arm
Box 40
Salmon Arm, BC V1E 4N2

RE: Ross Street Stage Mosaic

The 8' x 44' wall of the downtown Ross Street Plaza stage now features a beautiful mosaic tile mural of "Seasons of the Shuswap." This project was completed by the Shuswap District Arts Council in 2014 to enhance an important performance space in the community, and engage citizens of all ages to create a work of public art.

In the absence of a Cultural Master Plan, the Arts Council would like to address the policy regarding use of the Ross Street Plaza stage as it relates to physical items affixed to its surface and roof. City Council has entrusted the Arts Council to develop such a policy, and to take on the responsibility of maintaining the exterior look of the stage. It is important to us to develop a policy that can be easily transferred to the Cultural Master Plan as a template for public art use and management. To that end, we request that we work with city staff to co-write this policy.

In addition, requests from community members about cleaning and painting/staining the trim on the stage have continued to come in. We would like to draw up a plan and conduct a call-out for volunteers to complete this task in late summer or early fall of 2018. We request that a maintenance agreement between the City of Salmon Arm and the Arts Council be drafted, and the allotted funds for this purpose be transferred to the Arts Council at your earliest convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tracey Kutschker".

Tracey Kutschker
Director/Curator
Shuswap District Arts Council

Item 11.1

CITY OF SALMON ARM

Date: July 23, 2018

Property Tax Collection For Information

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Memorandum from the Chief Financial Officer

To: Mayor Cooper & Council
 Date: July 6, 2018
 Subject: Property Tax Collection

FOR INFORMATION

Listed below are the current tax collection percentages and associated tax and penalty revenues for 2018 and 2017.

	<u>2018</u>	<u>2017</u>
Revenue	\$32,484,193.09	\$31,366,229.62
Collection to Due Date	<u>30,729,647.67</u>	<u>29,820,459.35</u>
Outstanding Balance	<u>\$ 1,754,545.42</u>	<u>\$ 1,545,770.27</u>
Percentage Collected	94.59%	95.08%
Penalty Revenue	\$ 175,455.04	\$ 154,577.03
Less: Penalty Reversal	<u>(26,690.89)</u>	<u>(21,672.25)</u>
(Deferment Applications)	<u>\$ 148,764.15</u>	<u>\$ 132,904.78</u>


 Chelsea Van de Cappelle, CPA, BBA
 Chief Financial Officer

Item 14.1

CITY OF SALMON ARM

Date: July 23, 2018

J. Payne, Deputy Corporate Officer, District of Sicamous
Email dated July 17, 2018
Request for Support

Vote Record

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

Opposed:

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

From: DCO [<mailto:dco@sicamous.ca>]

Sent: Tuesday, July 17, 2018 9:22 AM

To: chamilton@csrd.bc.ca; cao@golden.ca; achabot@revelstoke.ca; Carl Bannister; david.sewell@rdno.ca; kberttles@cityofarmstrong.bc.ca; tseibel@coldstream.ca; tbengtson@cityofenderby.com; tomk@lumby.ca; cao@spallumcheentwp.bc.ca; wpearce@vernon.ca; chief_wmchristian@spallumcheen.org

Cc: lshykora@csrd.bc.ca; clerk@golden.ca; dawn.low@revelstoke.ca; Erin Jackson; paddy.juniper@rdno.ca; jgraham@cityofarmstrong.bc.ca; kaustin@coldstream.ca; dco@spallumcheentwp.bc.ca; pbridal@vernon.ca; executive_secretary@splatsin.ca; CAO

Subject: Request for Support

Importance: High

Good Morning,

Please find attached a template resolution for a time sensitive request for support for the application to the BC Rural Dividend Fund Program in regards to the Rail to Trail development.

Thank you,

Julia



Julia Payne, Deputy Corporate Officer
District of Sicamous | Box 219, 446 Main Street | Sicamous, BC V0E 2V0
t: [250-836-2477](tel:250-836-2477) | f: [250-836-4314](tel:250-836-4314)

Please consider the environment before printing this email and any attachments.

The information contained in this communication is confidential and intended only for the use of those to whom it is addressed. If you have received this this communication in error, please notify me by telephone (collect if necessary) or email and delete this communication, attachment, and any copies. Thank you.

Municipal Resolution and letter of support. Deadline is July 31, 2018

To: CSRD
RDNO
City of Revelstoke
City of Enderby
City of Salmon Arm
City of Armstrong
Village of Lumby
District of Sicamous
Splatstin

THAT the _____ (insert municipality here) supports the Columbia Shuswap Regional District application to the BC Rural Dividend Fund Program in the amount of \$500,000 under the Partnerships funding stream in a regional partnership for a Project Manager position and preliminary design soft costs related to the development of the Rails to Trails project from Sicamous to Armstrong.

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Item 19.1

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: Development Variance Permit No. VP-478 be authorized for issuance for Lot A, Section 24, Township 20, Range 10, W6M, KDYD, plan 27915 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.3 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 1.2 m to 2.9 m.

[VP-478; Church of Latter Day Saints / L.A. West Associates; 1400 – 20 Street NE; Retaining Wall Variance]

Vote Record

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

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: July 11, 2018

SUBJECT: Variance Permit Application No. VP-478 (Retaining Wall)
 Legal: Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 27915
 Civic Address: 1400 – 20 Street NE
 Owner/Applicant: LDS Church / L.A. West Associates

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-478 be authorized for issuance for Lot A, Section 24, Township 20, Range 10, W6M, KDYD, Plan 27915, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.3 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a retaining wall and fence from 1.2 m to 2.9 m.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 1400 - 20 Street NE (Appendix 1 and 2). The proposal is to rebuild an existing retaining wall and the applicant is requesting a variance to increase the 1.2 m maximum combined height of a retaining wall in conjunction with a fence to 2.9 m (1.7 m retaining wall + 1.2 m fence). The applicant has provided a rationale letter attached as Appendix 3, with the proposed siting and elevations shown in Appendix 4. Site photos are attached as Appendix 5.

BACKGROUND

The subject property is designated Institutional in the City's Official Community Plan (OCP) and zoned P-3 (Institutional) in the City's Zoning Bylaw. The subject property currently features a church building with associated parking area and landscaped grounds. The lot slopes significantly down to the west towards the road, a decrease in elevation of approximately 8 m from the east to west, with the grade change made more prominent by the road right-of-way.

As noted in the attached letter of rationale, the existing retaining wall located at the north-west corner of the subject property adjacent to the corner of 20 Street NE and 15 Avenue NE is failing, extends at points into the City's dedicated roadways (both 20 Street NE and 15 Avenue NE), and is to be removed.

The proposed 1.7 m block retaining wall is intended to be positioned entirely on private property, and topped with a 1.2 m black vinyl chain link fence. The combined 2.9 m height of the fence and retaining wall is being considered with this application.

COMMENTS

Fire Department

No concerns.

Building Department

No concerns. Retaining wall requires Building Permit, registered professional design and review.

Engineering Department

No concerns.

Planning Department

The applicant is requesting a Zoning Bylaw variance for an increase to the maximum height of a retaining wall in conjunction with a fence to allow for reconstruction of a retaining wall and new fence installation. The Zoning Bylaw allows the combined height of a retaining wall and fence to be a maximum of 1.2 m in a front and exterior side yards in the Institutional zone. In this case, the retaining wall proposed is 1.7 m high with a 1.2 m high fence on top of the structure. The purpose of the retaining wall is to raise the original grade to allow for a more level site on an otherwise steep slope, as well as for aesthetic purposes. Due to the potential fall hazard associated with the wall, constructing a fence along the top of the wall would address potential safety concerns.

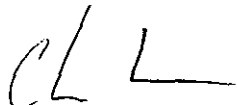
Staff is recommending approval in consideration of the following:

1. The increased height (1.7 m) requested for the new retaining wall is relatively minor with respect to both height and length, and reasonable for both aesthetics and to provide a suitable grade for the site above the wall.
2. The proposed retaining wall is a replacement for an existing retaining wall positioned on exterior parcel lines. The siting will be improved through this proposal, adjacent neighbours are separated by roadways and are minimally affected, and the replacement will maintain the slope from falling onto the City road dedications and sidewalk.
3. The combined height of retaining wall and fence (2.9 m) is mitigated by the fencing proposed which is relatively transparent and reasonable for safety reasons. The fence will act towards improving safety conditions on site.

Staff does not anticipate any negative impacts by the requested variances and note that the repositioning of the wall to private property should improve sightlines at the City's intersection.

CONCLUSION

The requested variance for retaining wall/fence height is recommended for approval by staff for the above noted reasons.



Prepared by: Chris Larson, MCP
Planning and Development Officer

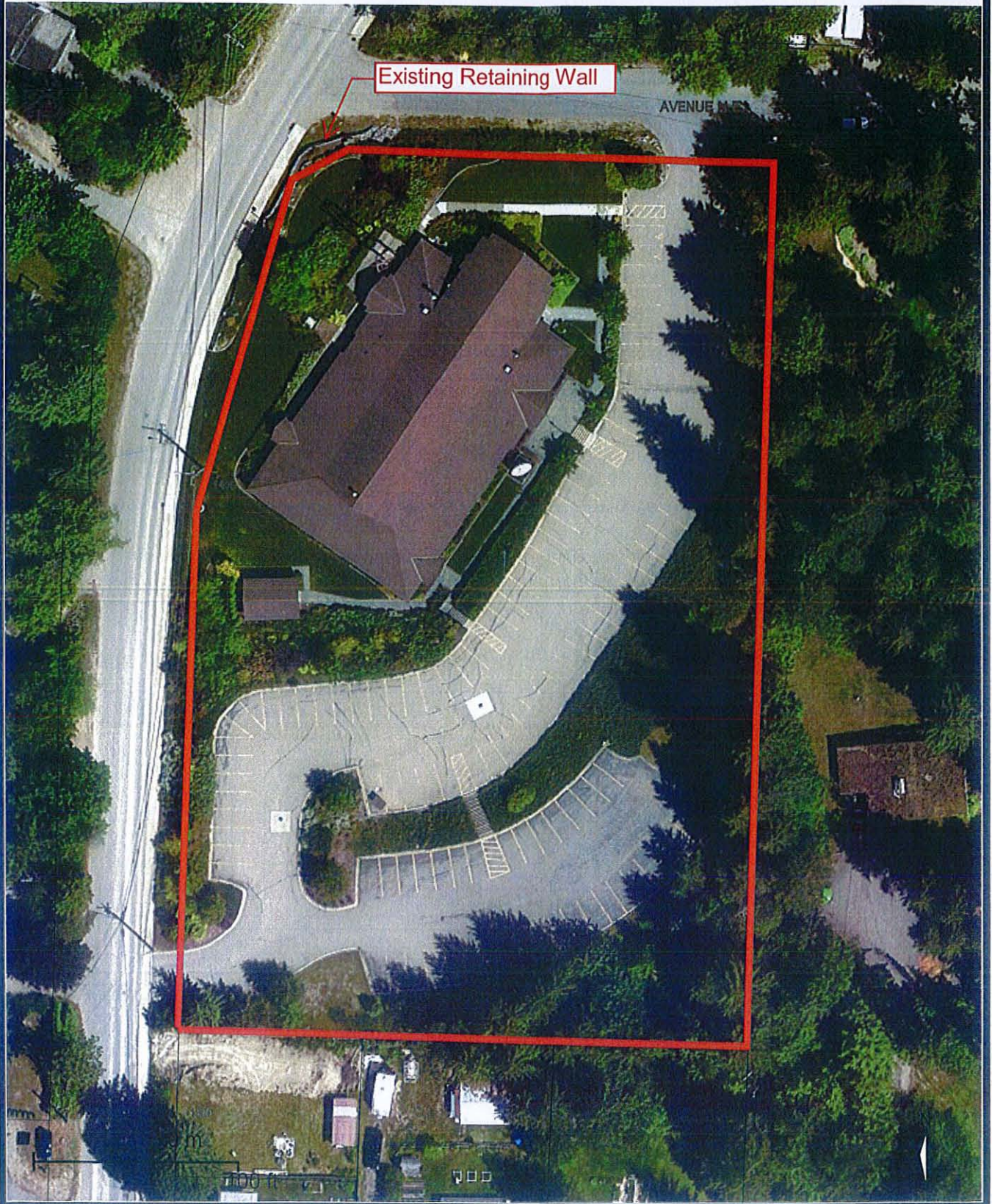
Reviewed by: Carl Bannister, C.A.O.



0 55 110 220 330 440 Meters



Subject Parcel



L.A. West *Associates (Kamloops) Inc.* Landscape Architecture Environmental Planning
#104, 147 Victoria St. Kamloops BC V2C 1Z4 Tel: (250) 374-9831 Fax: (250) 374-1294 Web: www.lawest.ca

June 01, 2018

City of Salmon Arm
Development Services
500-2nd Avenue N.E.
Salmon Arm, BC V1E 4N2

**Re: Letter of Rationale - LDS Church of Latter Day Saints,
1400 – 20th Street N.E. – Proposed Allan Block Retaining Wall**

To Whom it May Concern,

On behalf of our client, LDS Church of Latter Day Saints (contact: Eric Perrin), please find enclosed our applications for variance and building permits for the project: LDS Church Proposed Allan Block Retaining Wall.

This project proposes removal of an existing stacked rock retaining wall which is currently compromised and crosses over the property line. As per the drawings, details and specifications submitted as part of this application, the proposed Allan Block retaining wall is proposed to be built within the LDS Church property located at 1400 – 20th Street N.E.. As the proposed retaining wall exceeds a height of 1.2M (4'-0") a black vinyl chain link fence has been proposed at the top of the wall for safety.

We hope you find this application acceptable. Please feel free to contact me if you wish to discuss or require further information.

Sincerely,

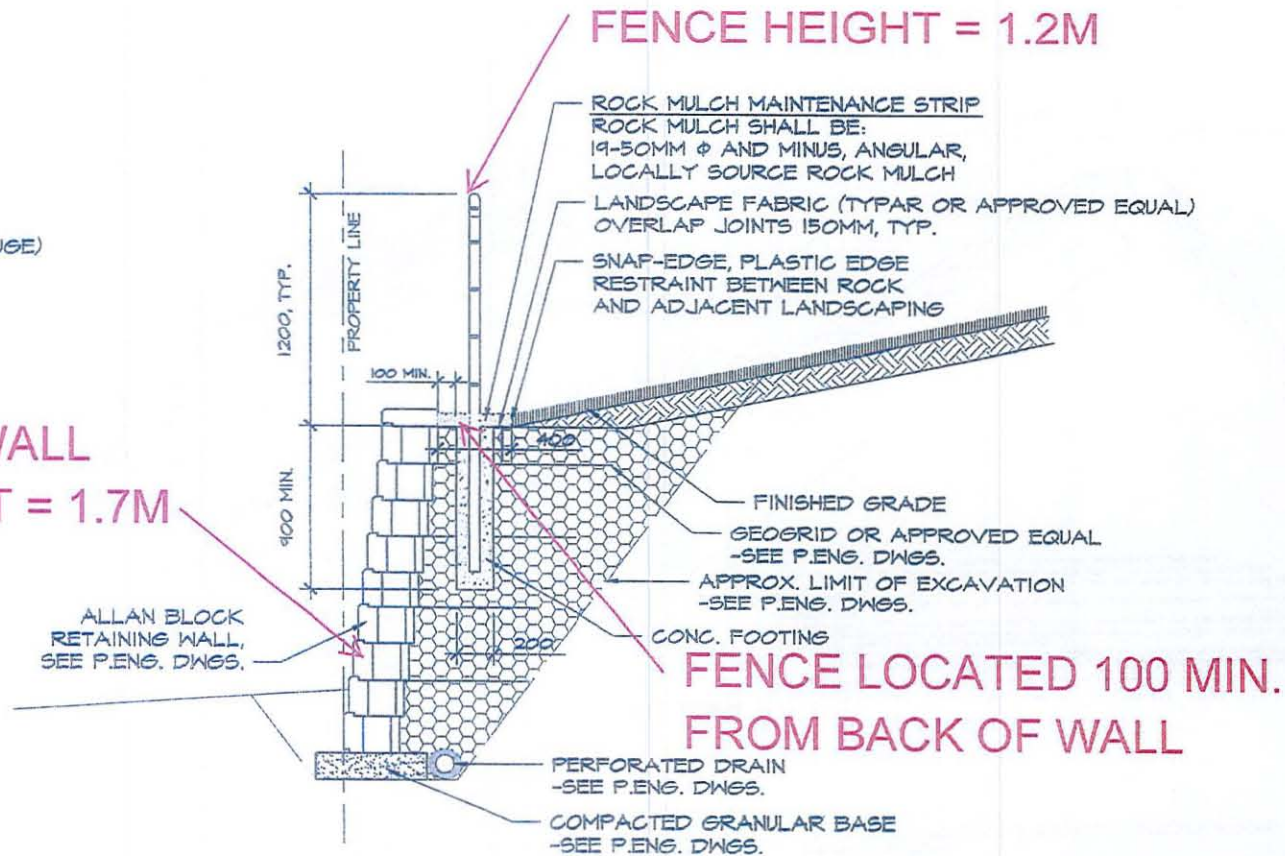


Elise Menard Jonker, MLA
LA West Associates (Kamloops) Inc.

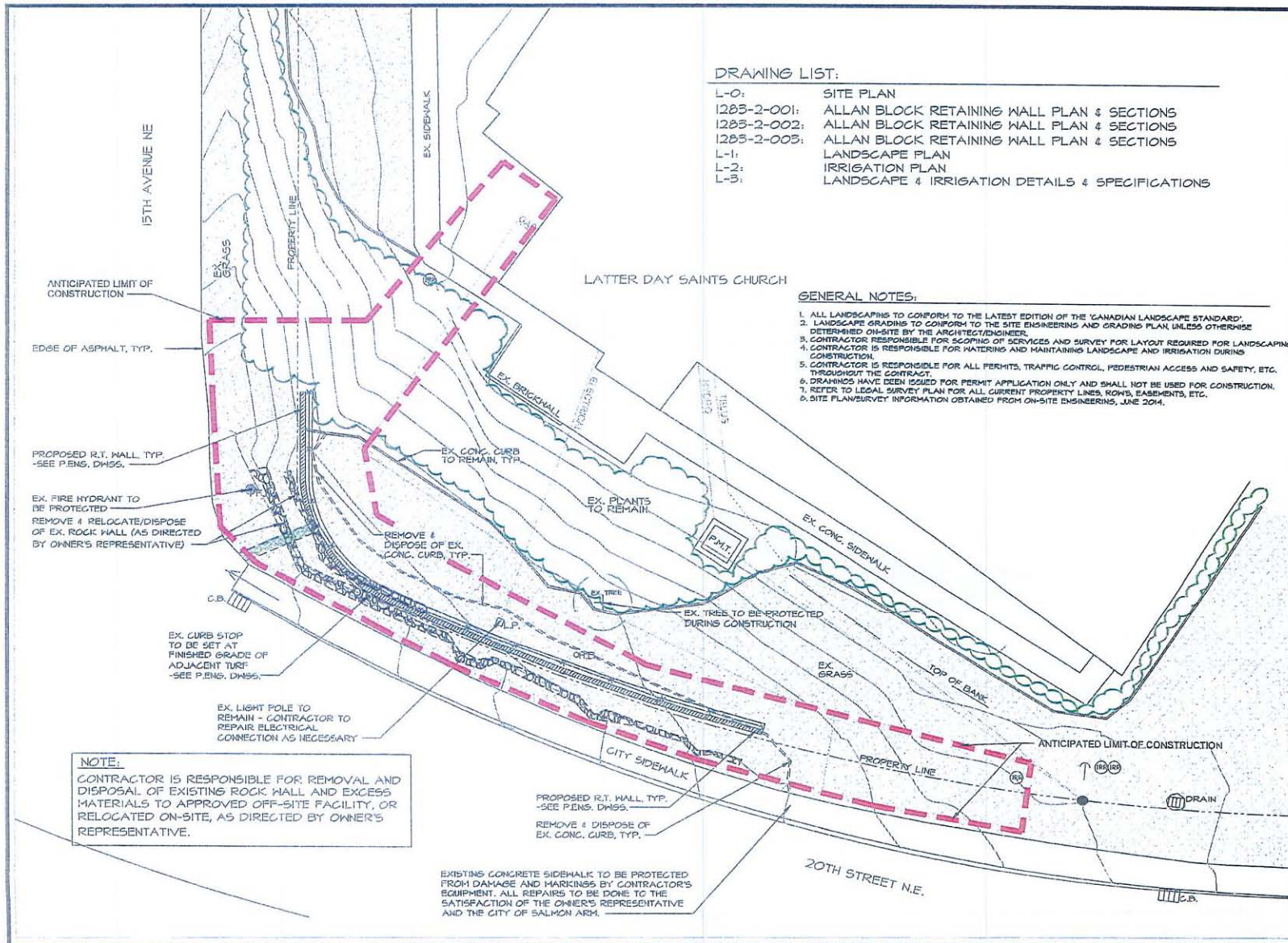
1M

FABRIC 3.55MM (9 GAUGE)
IS
AUGE)
IP
NTENANCE STRIP

MAX. WALL
HEIGHT = 1.7M



SECTION:



RE	CHG FOR VARIANCE & BUILDING PERMITS	APPROVED
BY	CHG FOR REVIEW	REMARKS
DATE		DATE

ONSITE Engineering Ltd.
INTERIOR OPERATIONS
330 42ND STREET SW
SALMON ARM, B.C.
PH: 250-332-3366 FAX: 866-235-8843

L.A. West
Landscape Architects - Environmental Planners
100-1000 10th Street, Salmon Arm, B.C. V1C 1S4
TEL: (250) 574-6651

PROJECT FILE
LATTER DAY SAINTS CHURCH
RETAINING WALL RE-DESIGN

1400-20TH ST.
SALMON ARM, B.C.

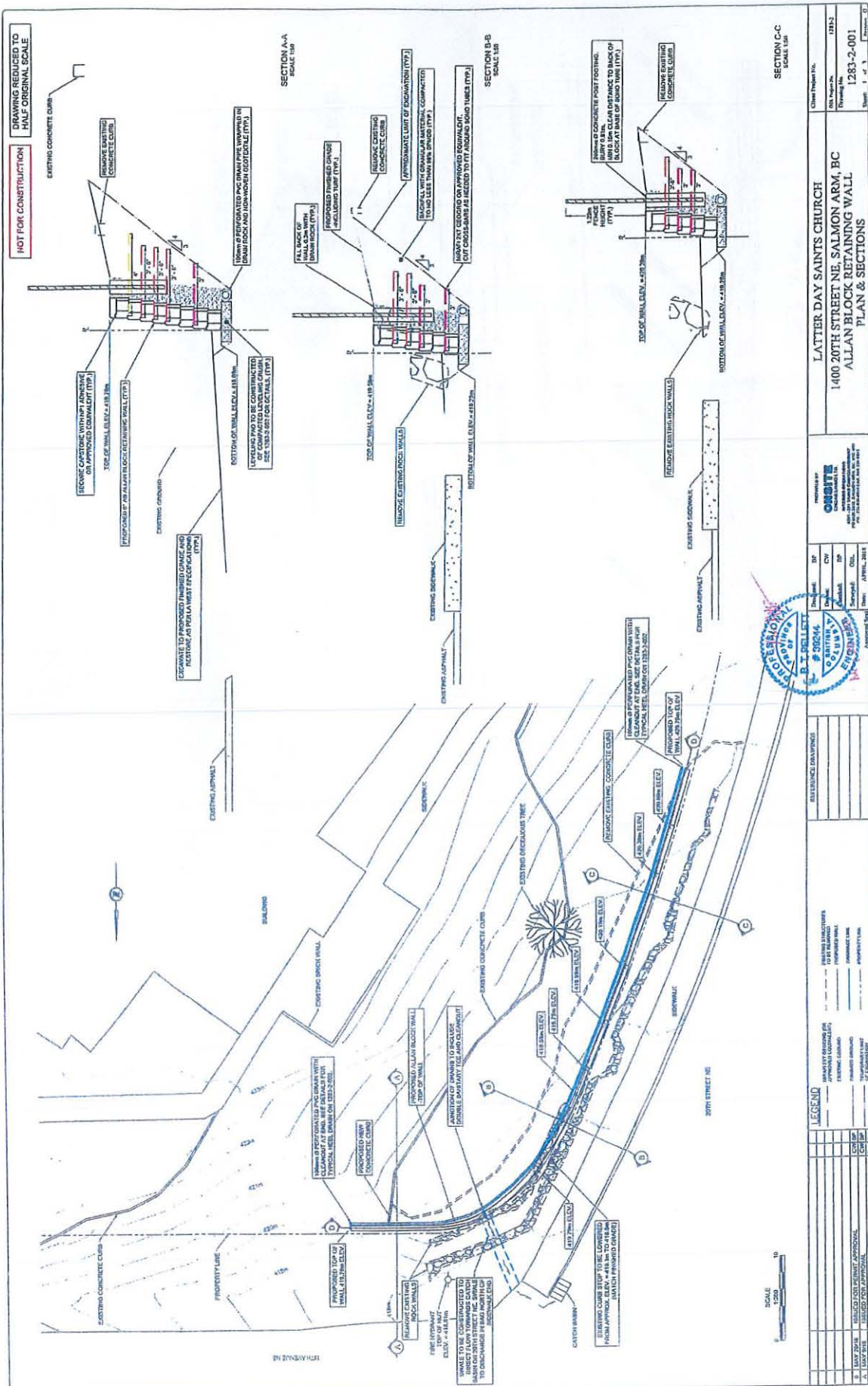
L.D.S. CHURCH

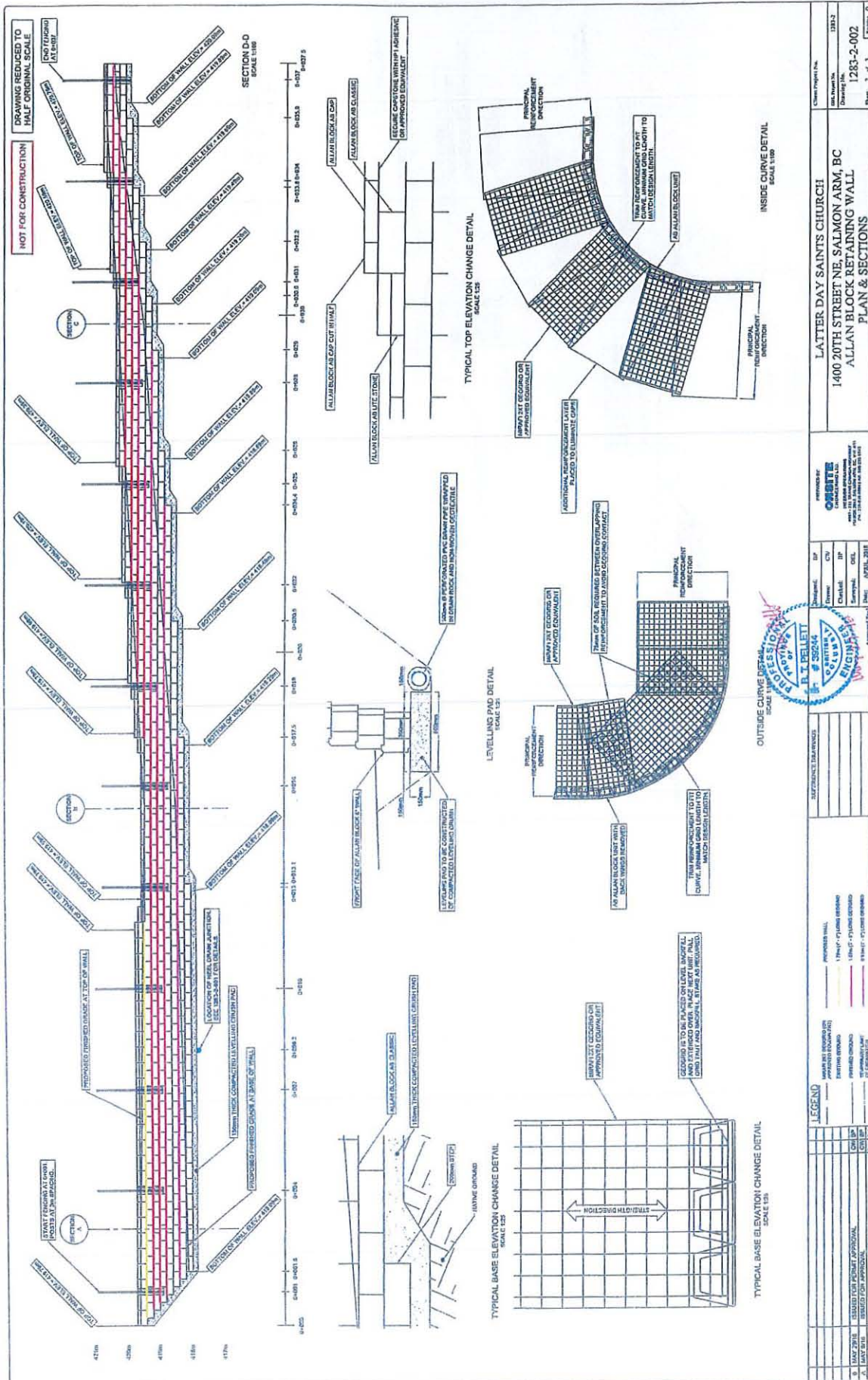
SHEET NO.

SITE PLAN

DATE	02-07-10	DESIGNED BY	L-0
DATE	02-07-10	REVISED/NOTED	

Appendix A: Plans and Elevations







View south from 20 Street NE showing existing retaining wall.



View north from 20 Street NE showing existing retaining wall.

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Item 19.2

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Jamieson

Seconded: Councillor Wallace Richmond

THAT: Development Variance Permit No. VP-480 be authorized for issuance for Lot 6, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083 which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a fence in conjunction with a retaining wall from 2 m (6.5 ft) to 6 m (19.5 ft).

[VP-480; Popoff, B. & B. / Hindbo Construction Group Inc.; 1111 - 19 Avenue SE; Retaining Wall Variance]

Vote Record

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

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond



City of Salmon Arm

Development Services Department Memorandum

TO: Her Worship Mayor Cooper and Members of Council

DATE: July 12, 2018

SUBJECT: Variance Permit Application No. VP-480 (Retaining Wall)
 Legal: Lot 6, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083
 Civic Address: 1111 – 19 Avenue SE
 Owner/Applicant: Popoff, B. & B. / Hindbo Construction Group Inc.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. VP-480 be authorized for issuance for Lot 6, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP56083, which will vary Zoning Bylaw No. 2303 as follows:

1. Section 4.12.1 (a) Fences and Retaining Walls - increase the maximum permitted combined height of a fence in conjunction with a retaining wall from 2 m (6.5 feet) to 6 m (19.5 feet).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject property is located at 1111 – 19 Avenue SE (Appendix 1 and 2). The request is for a variance to increase the 2 m (6.5 feet) maximum height of a fence in conjunction with a retaining wall to 6 m (19.5 feet). This would permit a proposal to build a 4.9 m (16 feet) tall by 19.5 m (64 foot) wide retaining wall topped with a 42 inch railing in support of a swimming pool. The proposed siting and elevations are shown in Appendix 3, with site photos (Appendix 4) and a contour map (Appendix 5) also attached.

BACKGROUND

The subject property is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the City's Zoning Bylaw. The subject property is within the "Byersview" subdivision, is currently undeveloped and slopes significantly north from 19 Avenue SE. The proposed 4.9 m block retaining wall is intended to be positioned in the rear yard towards the north-west portion of the subject property (as a right-of-way follows the east parcel line), approximately 4 m from the rear parcel line. The north-west corner of the proposed retaining wall is set at a point on the west parcel line (Appendix 3) within the rear and side yard setback areas. The Zoning Bylaw provides a setback exception for retaining walls, permitting retaining walls to be sited within the setback areas.

COMMENTS

Fire Department

No concerns.

Building Department

No concerns. Retaining wall requires Building Permit, registered professional design and review. Potential visual impact.

Engineering Department

No concerns.

Planning Department

The applicant is requesting a Zoning Bylaw variance to increase the maximum height of a fence in conjunction with a retaining wall from the maximum of 2 m in a rear and interior side yard within the residential zone to a proposed combined height of 6 m (a 16 foot high retaining wall topped with a 3.5 foot railing). The purpose of the retaining wall is to raise the original grade to allow for a level swimming pool site on a steep slope.

Staff have concerns regarding the requested variance considering the following:

1. The 6 m increased height requested is relatively large with respect to the 2 m maximum, which should considering in combination with the proposed wall's length (19.5 m / 64 feet) relative to the subject property.
2. The base of the proposed retaining wall is positioned on or relatively close to interior parcel lines, potentially visually affecting the adjacent properties, most significantly the parcel directly to the west.
3. The combination of the proposed retaining wall and railing, and the associated future home (a Building Permit has been submitted for an approximately 8.5 m / 28 foot tall single family dwelling – a 10 m / 32.8 foot maximum height is permitted) could create an overall imposing structure resulting in visual impact on neighbouring residential parcels.

Additional factors also affect this parcel and should be considered with the requested variance, such as the steep terrain. In communication with the Applicant, it has been noted that the undeveloped parcel directly north, likely the parcel most directly affected by this proposal, has not been sold at time of writing this report and is in the hands of the developer. Further, Staff note that the proposed wall is set back from the north and east parcel lines, allowing for maintenance access, with the setback from the north parcel line presenting an opportunity for landscaping to mitigate the visual impact of the proposed retaining wall (although such landscaping would be up to the homeowner, and may be unlikely).

Thus, in support of the requested variance, staff note the following:

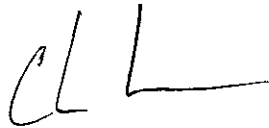
1. There is an opportunity (at the homeowner's discretion) for landscaping between the rear parcel line and the proposed wall to mitigate the visual impact of the proposed retaining wall.
2. The setback from the rear parcel line allows for maintenance access.
3. The steep sloping terrain provides a reasonable rationale for some form of retaining wall to create level yard areas across this development, and is a common approach for single family developments in Salmon Arm.
4. The directly adjacent parcel below and most impacted by the proposed wall is owned by the developer and a future purchaser will be able to consider the presence of the retaining wall.

OCP Policy 8.3.22 suggests minimizing cut, fill and retaining walls on hillside areas, as well as the preparation of grading plans prior to servicing and construction. As noted in the OCP, such a grading plan undertaken in advance can help ensure consistency between neighbouring parcels. While beyond

the scope of a typical grading plan, such a plan could proactively direct a related variance application to address steep slopes across multiple parcels. Considering the steep slopes affecting this development and in anticipation of future variance requests, staff would encourage such an approach for consistency across neighbouring parcels.

CONCLUSION

Typically staff would not be in support of a variance of such magnitude, however considering the steep slopes present, the largely undeveloped stage of the area, and the siting of the retaining wall off the rear parcel line (allowing for maintenance and potential landscaping), Staff can support the requested variance.



Prepared by: Chris Larson, MCP
Planning and Development Officer

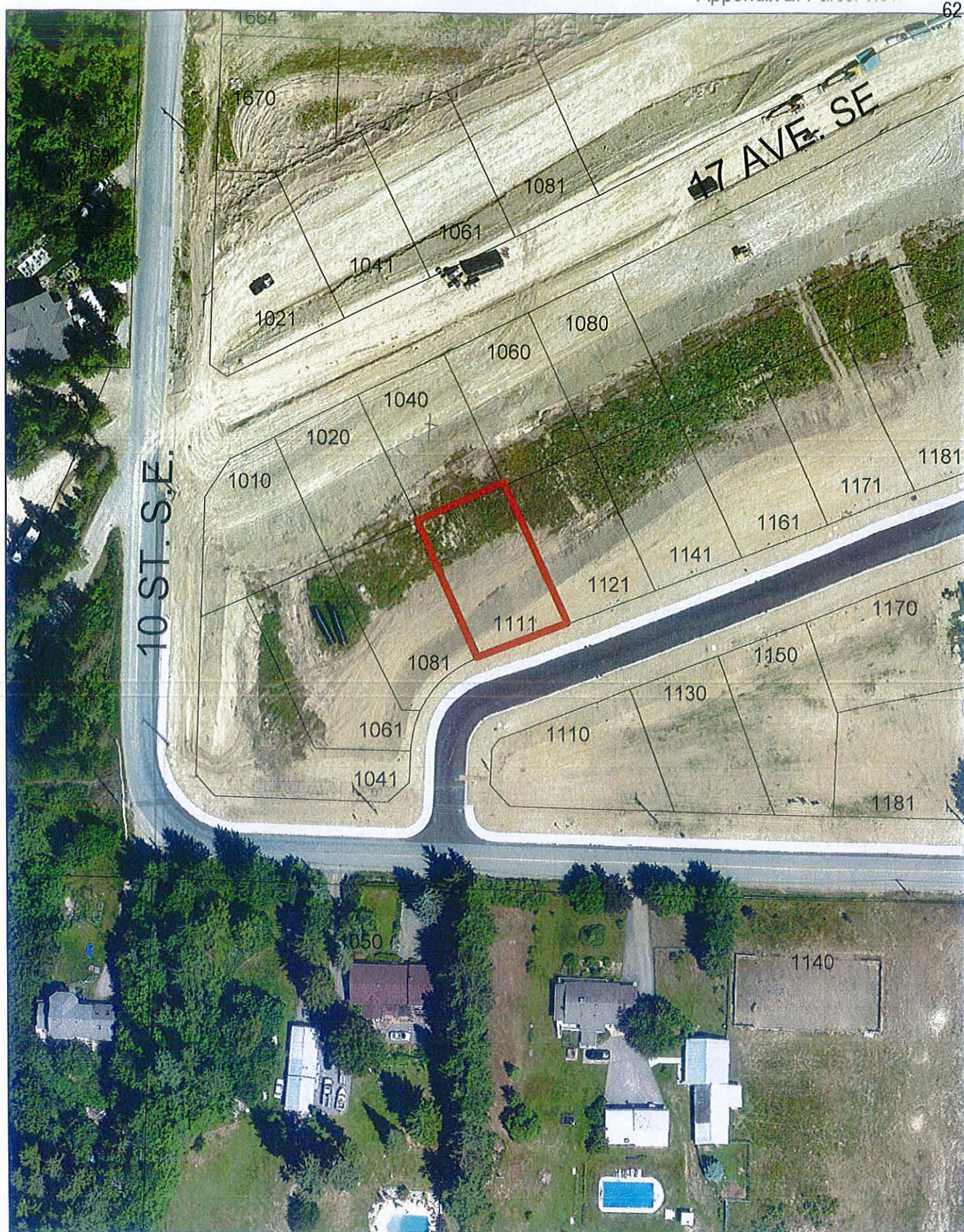
Reviewed by: Carl Bannister, C.A.O.



0 40 80 160 240 320 Meters



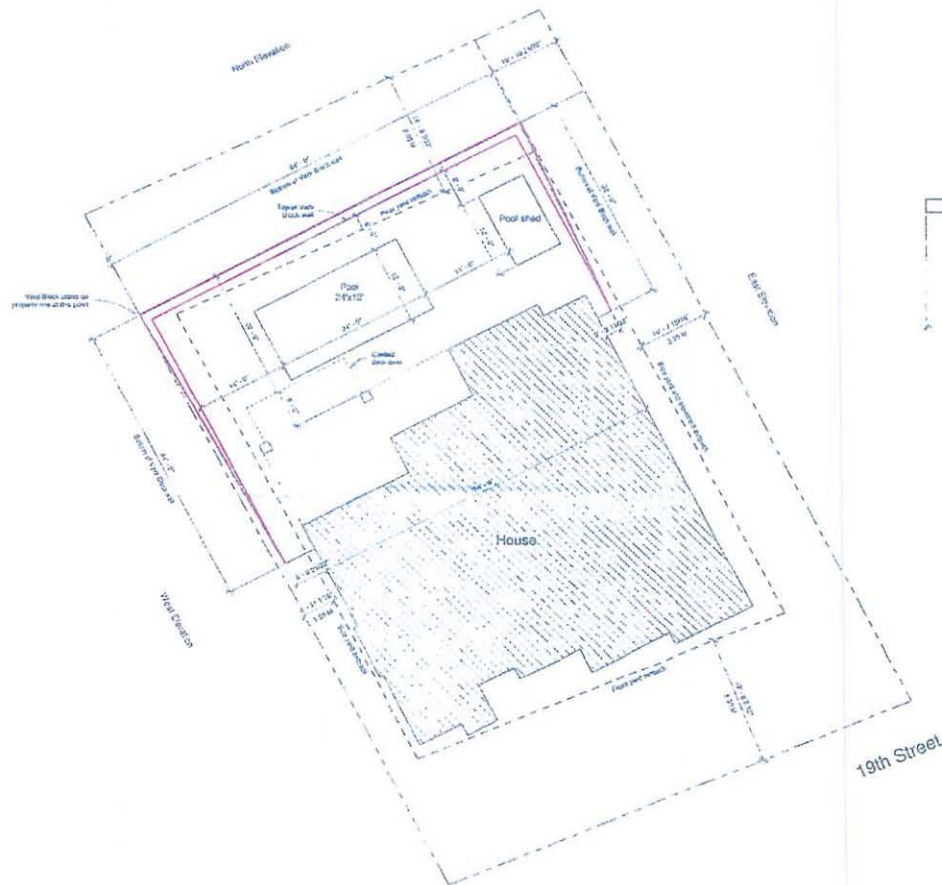
Subject Parcel



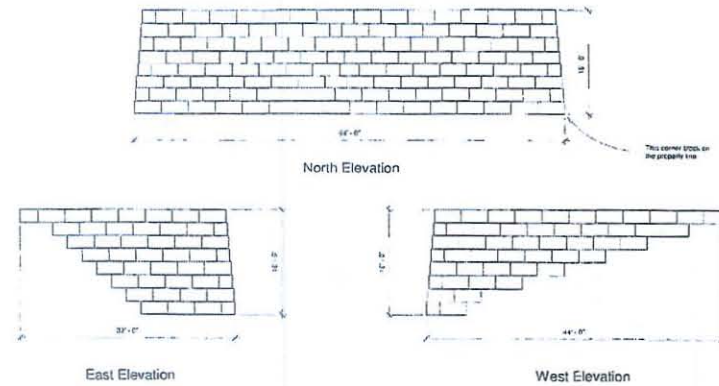
0 12.5 25 50 75 100 Meters



Subject Parcel



1 Retaining Wall Plan
1/8" = 1'-0"

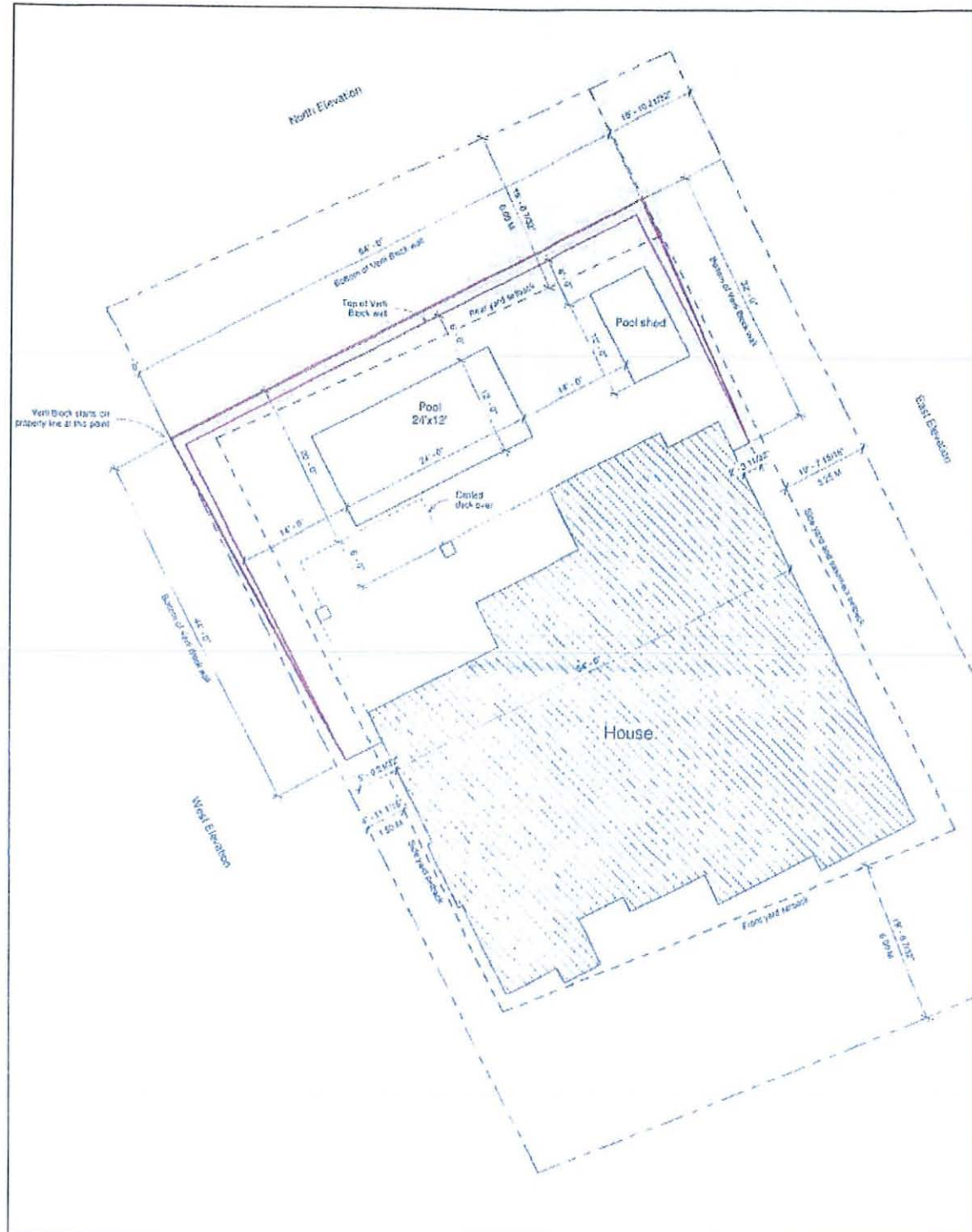


2 Retaining Wall Elevations
1/8" = 1'-0"

Retaining system construction details to be provided by Jett Deck

It is required to be used in all house plans matching the version below.
For Permit and Construction v1.0

 MEYER DESIGNS 600 M Todd Drive Christiansburg, VA 22603-3706 250-503-4579 kenny@meyerdesigns.com meyerdesigns.com		Appendix 3: Site Plan
Retaining Wall Plan		
Project Number	2017-040	<div style="border: 1px solid black; padding: 5px; display: inline-block; font-size: 24pt; font-weight: bold;">9</div>
Date	May 24, 2018	
Drawn by	Kelly Meyer	
Popoff Residence Lot 6 Ryansview Salmon Arm, BC		

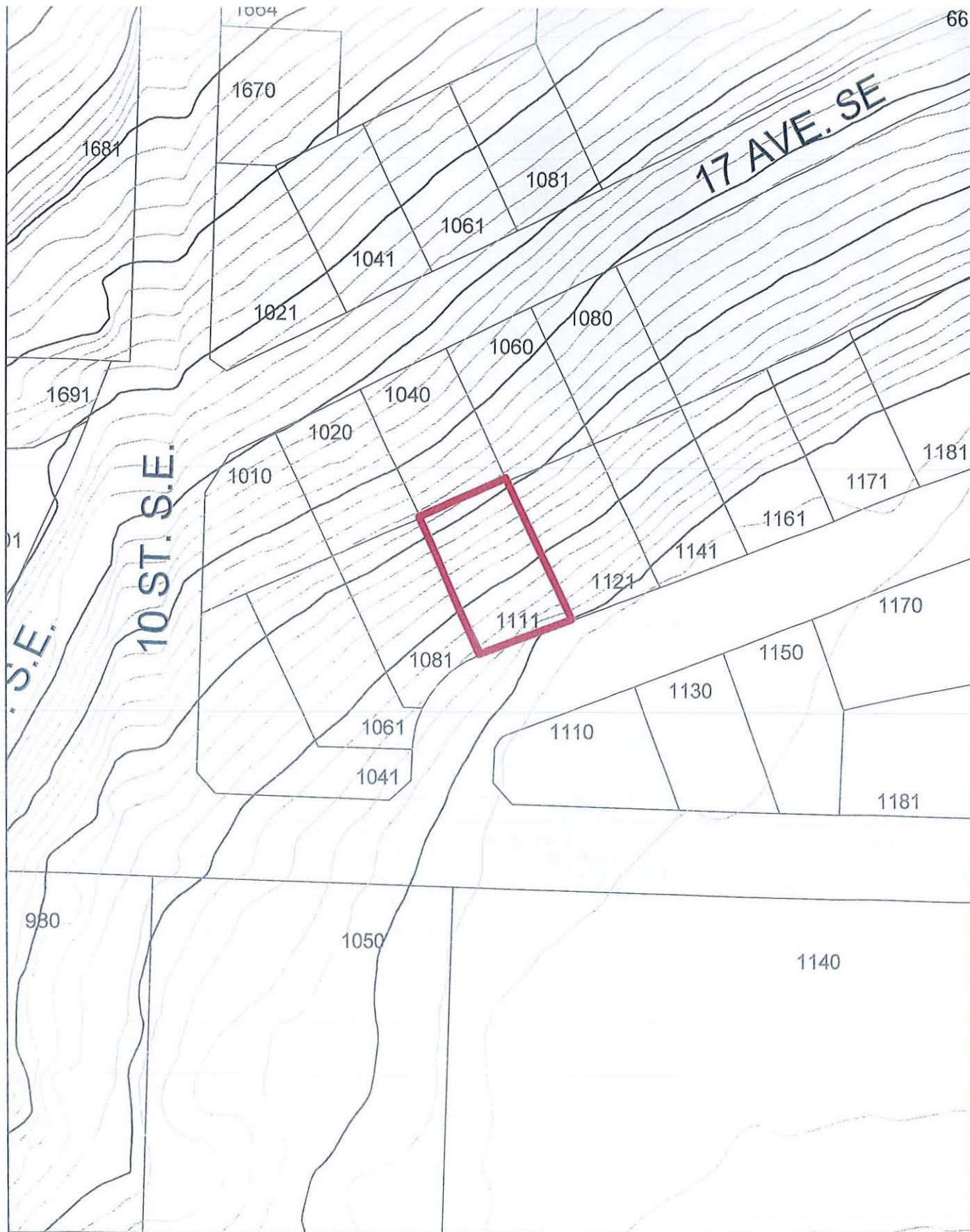




View south-west of subject parcel from 17 Avenue SE showing adjacent development.



View south of subject parcel showing right-of-way.



0 12.5 25 50 75 100 Meters



Subject Parcel

From: Billie-Jean Metz [<mailto:Billie-Jean.Metz@fnha.ca>]
Sent: July-13-18 3:22 PM
To: Denise Ackerman
Subject: 1111 - 19th Ave. SE variance application

Good afternoon,

My family and I reside at 1110 – 19th Ave. SE and received the notification for the variance application at the lot across the street from us. I understand the application is to raise the fence and retaining wall system in order to gain a more level lot. I just want to ensure that city ensures that the home being built will not be able to build taller than what the intended dwellings were to be on those front lots.

Essentially, they are walk outs with basements. If the measurement of the height of the house continues to be from the initial grade that is acceptable. However, if the measurement of the dwellings height is from the “new grade”, that will be developed with the leveling of the backyard, than the city needs to take this into consideration. From the information sent we were not able to determine the height of the intended dwelling with the changes proposed.

Please ensure that the lake view lot we purchased continues to have this and that the dwelling and proposed changes in this application will not affect the value of our property in the future.

Yours sincerely,

Billie-Jean and Trevor Metz
604-865-0249

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Item 23.

CITY OF SALMON ARM

Date: July 23, 2018

Moved: Councillor Eliason

Seconded: Councillor Harrison

THAT: the Regular Council Meeting of July 23, 2018, be adjourned.

Vote Record

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

- ☐ Cooper
- ☐ Flynn
- ☐ Eliason
- ☐ Harrison
- ☐ Jamieson
- ☐ Lavery
- ☐ Wallace Richmond

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