SALMONARM

SMALL CITY, BIG IDEAS

AGENDA

City of Salmon Arm
Regular Council Meeting

Tuesday, April 23, 2019
1:30 p.m.
Room 100, City Hall

[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.		**CONFIRMATION OF MINUTES**
3 – 16		1.	Regular Council Meeting Minutes of April 8, 2019
	6.		**COMMITTEE REPORTS**
17 – 20		1.	Development and Planning Services Committee Meeting Minutes of April 15, 2019
21 – 24		2.	Shuswap Regional Airport Operations Committee Meeting Minutes of March 20, 2019
25 – 28		3.	Environmental Advisory Committee Meeting Minutes of April 4, 2019
29 – 32		4.	Greenways Liaison Committee Meeting Minutes of March 7, 2019
	7.		**COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
	13.		**PRESENTATIONS / DELEGATIONS**
31 – 38		1.	Presentation 2:45 – 3:00 p.m. (approximately) Angela Spencer, BDO Canada LLP – 2018 Audited Financial Statements
	8.		**STAFF REPORTS**
39 – 42		1.	Chief Financial Officer – 2018 Financial Statements
43 – 44		2.	Chief Financial Officer – 2019 Assessments/ New Construction – For Information
45 – 50		3.	Director of Corporate Services – Cancellation of Notice on Title
51 – 56		4.	Director of Engineering & Public Works – UVA & Drone Use – For Information

	9.		**INTRODUCTION OF BYLAWS**
57 - 74	1.		2019 Final Budget
		a)	City of Salmon Arm 2019 - 2023 Financial Plan Amendment Bylaw No. 4322 – First, Second and Third Readings
		b)	City of Salmon Arm 2019 Annual Rate of Taxation Bylaw No. 4323 – First, Second and Third Readings
75 - 86	2.		City of Salmon Arm Transportation Parcel Tax Bylaw No. 4330 – First, Second and Third Readings
87 - 98	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] – First and Second Readings
99 - 112	4.		City of Salmon Arm Zoning Amendment Bylaw No. 4335 [ZON-1149; 0815605 BC Ltd. / Raspberry, W.; 1441 – 20 Avenue SE; R-1 to R-8] – First and Second Readings
113 - 148	5.		City of Salmon Arm Zoning Amendment Bylaw No. 4336 [ZON-1150; Text Amendment; R-4 and R-5 Zones] – First and Second Readings
149 - 172	6.		City of Salmon Arm Industrial Revitalization Tax Exemption Amendment Bylaw No. 4337 – First, Second and Third Readings
	10.		**RECONSIDERATION OF BYLAWS**
173 - 200	1.		2018 Final Budget
		a)	City of Salmon Arm 2018 - 2022 Financial Plan Bylaw No. 4312 – Final Reading
		b)	City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313 – Final
		c)	City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314 – Final Reading
		d)	City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315 – Final Reading
		e)	City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316 – Final Reading
		f)	City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317 – Final Reading
		g)	City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318 – Final Reading
		h)	City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319 – Final Reading
		i)	City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320 – Final Reading
		j)	City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321 – Final Reading
	11.		**CORRESPONDENCE**
201 - 202	1.		Informational Correspondence
	12.		**NEW BUSINESS**

	13.		**PRESENTATIONS / DELEGATIONS - Continued**
203 - 204		2.	Presentation 4:00 - 4:15 p.m. (approximately) Derek Sutherland, CSRD Protective Services - Shuswap Emergency Program
205- 222		3.	Presentation 4:15 - 4:30 p.m. (approximately) Phil McIntyre-Paul, Shuswap Trail Alliance - Foreshore (Raven) Trail Dog Monitoring Report and Recommendations
	14.		**COUNCIL STATEMENTS**
	15.		**SALMON ARM SECONDARY YOUTH COUNCIL**
	16.		**NOTICE OF MOTION**
	17.		**UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
223 - 226		1.	Salmon Arm Children's Festival Society Request for Assistance
	18.		**OTHER BUSINESS**
227 - 228		1.	Salmon Arm Elks Park Annual Maintenance
	19.		**QUESTION AND ANSWER PERIOD**

6:00 p.m. - 7:00 p.m.

	20.		**PUBLIC INPUT SESSION**
229 - 268		1.	Checkout Shopping Bag Regulation Bylaw No. 4297

7:00 p.m.

Page #	Item #		Description
	21.		**DISCLOSURE OF INTEREST**
	22.		**SPECIAL PRESENTATIONS**
269 - 270		1.	2019 Canada Winter Games Team BC Participants
	23.		**HEARINGS**
	24.		**STATUTORY PUBLIC HEARINGS**
271 - 290		1.	Official Community Plan Amendment Application OCP4000-38 [Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR]
		2.	Zoning Amendment Application ZON-1141 [Cutting Edge Holdings Ltd.; 1231 30 Street NE; R-1 to R-5]
291 - 300		3.	Zoning Amendment Application ZON-1145 [1129288 BC Ltd./Lawson Developments Ltd.; 960 - 12 Street SE; R-1 to R-8]
301 - 308		4.	Zoning Amendment Application ZON 1146 [Templin, R. & S./Wong, W.; 3200 - 20 Street NE; R-7 to R-8]

	25.		**RECONSIDERATION OF BYLAWS**
309 - 312		1.	Official Community Plan Amendment Bylaw No. 4324 [OCP4000-38; Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR] - Third Reading
313 - 316		2.	Zoning Amendment Bylaw No. 4325 [ZON-1141; Cutting Edge Holdings Ltd.; 1231 30 Street NE; R-1 to R-5] - Third Reading
317 - 320		3.	City of Salmon Arm Zoning Amendment Bylaw No. 4331 [ZON 1145; 1129288 BC Ltd./Lawson Developments Ltd.; 960 - 12 Street SE; R-1 to R-8] - Third and Final Readings
321 - 324		4.	City of Salmon Arm Zoning Amendment Bylaw No. 4332 [ZON 1146; Templin, R. & S./Wong, W.; 3200 - 20 Street NE; R-7 to R-8] - Third and Final Readings
	26.		**QUESTION AND ANSWER PERIOD**
325 - 326	**27.**		**ADJOURNMENT**

Item 2.

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Eliason

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:

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

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Item 5.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the Regular Council Meeting Minutes of April 8, 2019, be adopted as circulated.

Vote Record

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

  Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced in Room 100 at 1:30 p.m. and reconvened in the Council Chamber at 2:30 p.m. of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 8, 2019.**

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor C. Eliason (entered the meeting at 2:30 p.m.)
Councillor K. Flynn
Councillor T. Lavery
Councillor S. Lindgren
Councillor L. Wallace Richmond

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

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0201-2019 Moved: Councillor Lavery
Seconded: Councillor Lindgren
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 1:32 p.m.
Council recessed until 2:30 p.m.

Councillor Eliason entered the meeting at 2:30 p.m.

3. REVIEW OF AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with item 8.5 as Ironman Directional Drilling is a client of his firm.

5. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of March 25, 2019

0202-2019

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the Regular Council Meeting Minutes of March 25, 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

6. COMMITTEE REPORTS

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

0203-2019

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: the Development and Planning Services Committee Meeting Minutes of April 1, 2019, be received as information.

CARRIED UNANIMOUSLY

2. Community Heritage Commission Meeting Minutes of March 15, 2019

0204-2019

Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the Community Heritage Commission Meeting Minutes of March 15, 2019, be received as information.

CARRIED UNANIMOUSLY

3. Environmental Advisory Committee Meeting Minutes of March 14, 2019

0205-2019

Moved: Councillor Lindgren
Seconded: Councillor Eliason
THAT: the Environmental Advisory Committee Meeting Minutes of March 14, 2019, be received as information.

CARRIED UNANIMOUSLY

7. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief – March, 2019

Received for information.

8. STAFF REPORTS

1. Chief Administrative Officer – Checkout Shopping Regulation Bylaw No. 4297 – Update

0206-2019

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: a public input session for the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 be held on Tuesday, April 23, 2019 from 6:00 p.m. to 7:00 p.m. in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia.

CARRIED UNANIMOUSLY

2. Chief Financial Officer – 2018 Yearend Surplus – For Information

Received for information.

3. Director of Engineering and Public Works – Tender Award – 2019 Paving Program

0207-2019

Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
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 Nine Hundred Thousand Dollars ($900,000.00) plus taxes as applicable.

CARRIED UNANIMOUSLY

4. Director of Engineering and Public Works – Contract Extension – 2019 Pavement Patching Program

0208-2019

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: Council award a one (1) year contract extension to A&D Asphalt Solutions Ltd. for the annual pavement patching program, in accordance with the extension clause in the 2018 contract, for the amount of $160,000.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

Councillor Flynn declared a conflict of interest and left the meeting at 2:54 p.m.

5. Director of Engineering and Public Works - 10th Avenue NE Watermain Upgrade Project – Material Supply Award & Drilling Services Award

0209-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the 2019 Budget contained in the 2019 to 2023 Financial Plan be amended to reflect additional funding for the 10 Avenue NE Watermain project in the amount of $45,000.00 funded from the Lakeshore Road – Watermain Leak Detection project ($25,000.00) and the Water Future Expenditure Reserve ($20,000.00);

8. **STAFF REPORTS – continued**

5. **Director of Engineering and Public Works - 10th Avenue NE Watermain Upgrade Project – Material Supply Award & Drilling Services Award – continued**

AND THAT: Council approve the material supply purchase from EMCO Corporation - Kelowna Branch for 680 meters fusible PVC and fittings for the total quoted price of $60,000.00 plus taxes as applicable;

AND THAT: Council approve the award for Drilling Services to Ironman Directional Drilling for the quoted rate of $128.00 per lineal metre. The estimated contract value to be $87,000.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No 7.13 be waived in the procurement of Directional Drilling Services related to Project No. 2019-42 to authorize sole sourcing of same to Ironman Drilling Ltd.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 2:57 p.m.

6. **Director of Corporate Services – Afternoon portion of Regular Council Meeting at Salmon Arm Secondary on May 27, 2019**

0210-2019 Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the afternoon portion of the Regular Council meeting of May 27, 2019 be held at the Salmon Arm Secondary Sullivan Campus in the theatre.

CARRIED UNANIMOUSLY

9. **INTRODUCTION OF BYLAWS**

1. **2018 Final Budget**
   a) **City of Salmon Arm 2018 – 2022 Financial Plan Bylaw No. 4312 – First, Second and Third Readings**
   b) **City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313 – First, Second and Third Readings**
   c) **City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314 – First, Second and Third Readings**
   d) **City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315 – First, Second and Third Readings**
   e) **City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316 – First, Second and Third Readings**
   f) **City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317 – First, Second and Third Readings**
   g) **City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318 – First, Second and Third Readings**
   h) **City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319 – First, Second and Third Readings**
   i) **City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320 – First, Second and Third Readings**
   j) **City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321 – First, Second and Third Readings**

9. INTRODUCTION OF BYLAWS – continued

1. 2018 Final Budget – continued

0211-2019

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the following bylaws be read a first, second and third time:

- City of Salmon Arm 2018 – 2022 Financial Plan Bylaw No. 4312;
- City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313;
- City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314;
- City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315;
- City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316;
- City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317;
- City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318;
- City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319;
- City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320; and
- City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321.

CARRIED UNANIMOUSLY

Mayor Harrison and Council presented Chelsea Van de Cappelle, Chief Financial Officer and the Finance Department the Canadian Award for Financial Reporting for 2017.

2. City of Salmon Arm Zoning Amendment Bylaw No. 4331 [ZON 1145; 1129288 BC Ltd./Lawson Developments Ltd.; 960 – 12 Street SE; R-1 to R-8] – First and Second Readings

0212-2019

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4331 be read a first and second time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4332 [ZON 1146; Templin, R. & S./Wong, W.; 3200 – 20 Street NE; R-7 to R-8] – First and Second Readings

0213-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4332 be read a first and second time.

CARRIED UNANIMOUSLY

10. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4329 (Airport - Terminal Building Rental Fees) – Final Reading

0214-2019

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4329 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328 [Prohibit Dogs on Foreshore Trail] – Final Reading

0215-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Parks Regulation Amendment Bylaw No. 4328 be read a final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324 [OCP4000-38; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR] – Second Reading

0216-2019

Moved: Councillor Flynn
Seconded: Councillor Wallace Richmond
THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324 be read a second time;

AND THAT: pursuant to Section 475 of the *Local Government Act,* Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;

AND FURTHER THAT: pursuant to Section 476 of the *Local Government Act,* Council has considered with Official Community Plan amendment after required consultation with School District No. 83.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4325 [ZON-1141; 1160595 BC Ltd./Cutting Edge Holdings Ltd.; 1231 30 Street NE; R-1 to R-5] – Second Reading

0217-2019

Moved: Councillor Flynn
Seconded: Councillor Eliason
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4325 be read a second time.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

1. Informational Correspondence

10. L. Wong, Manager, Downtown Salmon Arm – letter dated March 26, 2019 – 3rd Annual Outdoor Movie Night in the Park

0218-2019

Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: Council authorize Downtown Salmon Arm to host the Outdoor Movie Night event at Marine Peace Park from 4:00 p.m. to 12:00 p.m. on July 27, 2019, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

9. D. Butler, Program Coordinator – Information/Education and Family Support, Canadian Mental Health Association (CMHA) – Shuswap/Revelstoke – letter dated March 20, 2019 – Ride Don't Hide, May 9, 2019

0219-2019

Moved: Councillor Lindgren
Seconded: Councillor Lavery
THAT: Council authorize the closure of Alexander Street NE, between Hudson Avenue NE and Lakeshore Drive NE, for CMHA to paint the road, on May 9, 2019 from 6:30 p.m. to 11:00 p.m., subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

5. J. Vivian – letter with attachment dated March 26, 2019 – Mouttelle Creek and 30th Avenue SW Drainage and response from J. Wilson, City Engineer

John Vivian outlined his concerns and was available to answer questions from Council.

Councillor Wallace Richmond left the meeting at 3:58 p.m. and returned at 3:59 p.m.

7. B. Kurtz – email dated March 27, 2019 – Request for Luminary Walk at McGuire Lake

0220-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: Council approve the Canadian Cancer Society hosting a luminary walk at Marine Peace Park on June 8, 2019 from 9:00 p.m. to 11:00 p.m., subject to the provision ad adequate liability insurance.

CARRIED UNANIMOUSLY

Councillor Eliason left the meeting at 4:01 p.m.

13. PRESENTATIONS

1. Robyn Hooper, Columbia Shuswap Invasive Species Society – Columbia Shuswap Invasive Species Society Update

Councillor Flynn left the meeting at 4:02 p.m.

Robyn Hooper, Columbia Shuswap Invasive Species Society (CSISS) provided an update on the CSISS and supplied copies of the CSISS Annual Report and City of Salmon Arm Invasive Alien Plant Report 2018. She was available to answer questions from Council.

Councillor Eliason and Flynn returned to the meeting at 4:08 p.m.

2. Elaine Holmes and Class - Painting of Tunnel by Yan's Kitchen

Elaine Holmes and Class requested permission to paint the tunnels by Yan's Kitchen and Bastion School and have the City repaint/remove graffiti in advance. They were available to answer questions from Council.

0221-2019

Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: $145.00 funded from 2019 Council Initiatives be provided to the Salmon Arm Secondary Art Club to paint murals in the tunnels by Yan's Kitchen and Bastion Elementary School.

CARRIED UNANIMOUSLY

3. Karen Bubola, Kari Wilkinson, Darcy Calkins - Salmon Arm Children's Festival Society Request for Assistance

Karen Bubola, Kari Wilkinson and Darcy Calkins of the Salmon Arm Children's Festival Society outlined their request for assistance for the Salmon Arm Children's Festival held annually on Canada Day. They were available to answer questions from Council.

18. OTHER BUSINESS

1. Junior A National Championship Host City Application 2021

Lana Fitt, Darren Mayes and Brooks Christensen provided an updated on the Junior A National Championship Host City Application 2021 bid process. They were available to answer questions from Council.

0222-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: Council direct staff to include $30,000.00 direct contribution and $30,000.00 for ice rental fees towards the 2021 National Junior A Championship, RBC Cup in the 2021 Budget should a hosting bid be successful;

AND THAT: Council direct staff to negotiate an agreement with the event organizer(s) for event sponsorship from the City of Salmon Arm for same.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE – continued

1. Informational Correspondence – continued

8. J. Wood, Co-Chairperson, BC Festival 2019 – letter received March 2019 – BC Festival 2019, July 10 – 14, 2019

0223-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: Council approve camping for self contained RV units at the north end of the SASCU Recreation Centre parking lot for the BC Square & Round Dance Festival from July 10 – 14, 2019, subject to the provision of adequate liability insurance, supervision and clean-up following the event.

Darby Boyd, General Manager, Shuswap Recreation Society outlined the rental request from the BC Square & Round Dance Festival and was available to answer questions from Council.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

14. COUNCIL STATEMENTS

15. SALMON ARM SECONDARY YOUTH COUNCIL

Sarah Johnston spoke to the consideration of an addition of a rainbow/pride crosswalk in Salmon Arm. Zachery Naish spoke regarding the environmental committees in Salmon Arm and the results of the Student Council vote on the 4400/4600 Canoe Beach Drive proposed development.

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

1. Licence Inspectors' and Bylaw Officers' Association of BC – 2019 Annual General Meeting and Conference Sponsorship

Marcel Bedard, Bylaw Enforcement Officer, outlined the request for sponsorship and was available to answer questions from Council.

0224-2019

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: $600.00 funded from 2019 Council Initiatives be provided to the Licence Inspectors' and Bylaw Officers' Association of BC for the 2019 Annual General Meeting and Conference as a Breakfast Sponsor.

CARRIED UNANIMOUSLY

16. NOTICE OF MOTION

1. Salmon Arm Elks Park Annual Maintenance

Moved:
Seconded:
THAT: Council contribute $5,500.00 from 2019 Council Initiatives for irrigation and mowing of the baseball fields at Salmon Arm Elks Hall and Park located at 3690 30 Street NE;

AND THAT: Council direct staff to negotiate a long term joint use agreement between the City of Salmon Arm and Salmon Arm Elks (#455) for the irrigation and mowing of the baseball fields, located at 3690 30 Street NE for use by Salmon Arm Minor Baseball et. al.

19. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 5:31 p.m.
The Meeting reconvened at 7:00.m.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
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 Engineering and Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Recorder C. Simmons

20. DISCLOSURE OF INTEREST

21. HEARINGS

1. Development Permit Application DP-422 [TSL Developments Ltd.; 1441 - 10 Avenue SW; Highway Service/Tourist Commercial]

0225-2019 Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: Development Permit No. 422 be authorized for issuance for Lot A, Section 15, Township 20, Range 10, W6M, KDYD, Plan 10183 (1441 - 10 Avenue

21. HEARINGS - continued

1. Development Permit Application DP-422 [TSL Developments Ltd.; 1441 - 10 Avenue SW; Highway Service/Tourist Commercial] - continued

SW) in accordance with the elevations and site plan attached in Appendix 3 of the staff report dated March 26, 2019;

AND THAT: Issuance of Development Permit No. DP-422 be withheld subject to the receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of landscaping.

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

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:04 p.m. and the motion was:

CARRIED UNANIMOUSLY

22. STATUTORY PUBLIC HEARING

1. Zoning Amendment Application ZON-1143 [Wilson, D. /Johnson, A.; 2130 1 Avenue NE; R-1 to R-8]

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

Submissions were called for at this time.

A. Johnson, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4326 was declared closed at 7:08 p.m.

2. Zoning Amendment Application ZON-1144 [Stevens, S. & Burns, Z.; 2810 - 25 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.

S. Stevens, the applicant, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing for Bylaw No. 4327 was declared closed at 7:09 p.m.

23. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4326 [ZON-1143; Wilson, D. /Johnson, A.; 2130 1 Avenue NE; R-1 to R-8] - Third Reading

0226-2019

Moved: Councillor Lindgren
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4326 be read a third time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4327 [ZON-1144; Stevens, S. & Burns, Z.; 2810 - 25 Street NE; R-1 to R-8] - Third Reading

0227-2019

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4327 be read a third time.

CARRIED UNANIMOUSLY

24. QUESTION AND ANSWER PERIOD

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

25. ADJOURNMENT

0228-2019

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: the Regular Council Meeting of April 8, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:10 p.m.

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

_____
MAYOR

Adopted by Council the day of , 2019.

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Item 6.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of April 15, 2019 be received as information.

Vote Record

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

Opposed:

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, April 15, 2019.**

PRESENT:

Mayor A. Harrison
Councillor C. Eliason (entered the meeting at 8:02 a.m.)
Councillor L. Wallace Richmond
Councillor S. Lindgren
Councillor D. Cannon
Councillor T. Lavery
Councillor K. Flynn

Chief Administrative Officer C. Bannister
Director of Development Services K. Pearson
City Engineer J. Wilson
Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. REVIEW OF THE AGENDA

3. DECLARATION OF INTEREST

Councillor Flynn declared a conflict of interest for Item 5.1 as the applicants are clients of his firm.

4. PRESENTATIONS

Councillor Flynn declared a conflict and left the meeting at 8:02 a.m.
Councillor Eliason entered the meeting at 8:02 a.m.

5. REPORTS

1. Zoning Amendment Application No. ZON-1147 [Brown, C. & D. / Browne Johnson Land Surveyors; 1230 – 52 Avenue NE; R-1 to R-8]

Moved: Councillor Lavery
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

5. **REPORTS - continued**

1. **Zoning Amendment Application No. ZON-1147 [Brown, C. & D. / Browne Johnson Land Surveyors; 1230 – 52 Avenue NE; R-1 to R-8] - continued**

would amend Zoning Bylaw No. 2303 by rezoning Lot 10, Section 35, Township 20, Range 10, W6M, KDYD, Plan 31502 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:

1. Registration of a Section 219 *Land Title Act* covenant(s) registered on title ensuring a *detached suite* is not permitted; and

2. Confirmation that the proposed *secondary suite* in the existing single family dwelling meets Zoning Bylaw and BC Building Code requirements.

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

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 8:05 a.m.

2. **Zoning Amendment Application No. ZON-1149 [0815605 B.C. Ltd. / Raspberry, W.; 1441 - 20 Avenue SE; R-1 to R-8**

Moved: Councillor Cannon
Seconded: Councillor Eliason
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 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19098 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

W. Raspberry, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. **Zoning Amendment Application No. ZON-1150 [Text Amendment; R-4 and R-5 Zones]**

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
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 as follows:

1. Section 9.3 – Add the defined terms *Assisted Living Housing and Dining Area* to the list of Permitted Uses in the R-4 – Medium Density Residential Zone and renumber the balance of Section 9.3 accordingly; and

2. Section 9.11 – Add a new Section 9.11.3 which would state:
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) for the provision of *Assisted Living Housing*.

5. **REPORTS - continued**

3. **Zoning Amendment Application No. ZON-1150 [Text Amendment; R-4 and R-5 Zones] - continued**

AND THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1. Section 10.3 - Add the defined terms *Assisted Living Housing and Dining Area* to the list of Permitted Uses in the R-5 - High Density Residential Zone and renumber the balance of Section 10.3 accordingly; and

2. Section 10.11 - Add a new Section 10.11.3 which would state: 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) for the provision of *Assisted Living Housing*.

D. Dunlop, Executive Director, CMHA, outlined CMHA's proposed purchase of R-4 zoned property and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. **FOR INFORMATION**

7. **IN CAMERA**

8. **LATE ITEMS**

9. **ADJOURNMENT**

Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the Development and Planning Services Committee meeting of April 15, 2019, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:32 a.m.

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

Mayor Alan Harrison
Chair

Item 6.2

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Eliason

Seconded: Councillor Flynn

THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of March 20, 2019, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Shuswap Regional Airport Operations Committee** Meeting held at City Hall, 500 – 2 Avenue NE, Room 100 on **Wednesday, March 20, 2019** at 3:00 p.m.

PRESENT:

Alan Harrison	Mayor, City of Salmon Arm
Mark Olson	Hangar Owner
Doug Pearce	Salmon Arm Flying Club
Jeremy Neufeld	Rap Attak
Keith Watson	Airport Manager
John McDermott	Lakeland Ultralights
Darin Gerow	City staff, Manager of Roads and Parks
Robert Niewenhuizen	City staff, Director of Engineering & Public Works

ABSENT:

Terry Rysz	Mayor, District of Sicamous
Gord Newnes	Hangar Owner
Steve Raffel	Shuswap Air

GUESTS:

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

1. Introductions and Welcome

2. Approval of Agenda and Additional Items

Moved: D. Pearce
Seconded: K. Watson
THAT: the Shuswap Regional Airport Operations Committee Meeting Agenda of March 20, 2019, be approved as circulated.

CARRIED UNANIMOUSLY

3. Approval of Minutes of November 14, 2018 Shuswap Regional Airport Operations Committee Meeting

Moved: D. Pearce
Seconded: K. Watson
THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of November 14, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of November 13, 2018 Shuswap Regional Airport Safety Committee Meeting

Moved: K. Watson
Seconded: D. Pearce
THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of November 13, 2018 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes

- None

6. New Business

1) Airport Manager's Update – Keith Watson

- Winter operations were quiet
- Snow removal contractor (D Webb Contracting) did a good job, no issues
- New approach RWY 14 will be published in CAP April 28th
- Consultant (Cormier Aviation Consultation) still working with Tranport Canada on the approval for the design of a new RNAV(GNSS) RWY 32 approach, anticipate 6-8 months
- New Fuel system operational

2) 2019 BC Air Access Grant Application Update (R.N.)

- Council approved the submission of a grant under the BC Air Access Program for the Runway 14-32 Paving project, estimated cost of $1,500,000.00.
- Funding up to 75% of eligible project costs
- Submitted by February 18, 2019

7. Other Business &/or Roundtable Updates

1) AWOS Update (R.N.)

- Council approved the purchase of a new Automated Weather Observation System to Spencer Navigation Maintenance Ltd. for a total of $ 27,375.00 plus taxes.

2) Airport Tree Encroachment Update (D.G.)

- On the morning of March 18, 2019 Surveyors and City Staff have confirmed that all of the tree encroachments have been successfully removed from both the north and south RWY approaches. We are now in compliance with the Airports Safety Management Program and the NOTAM will be lifted which will remove the restrictions on the RWY length and the approach lighting (PAPI's) will be turned on.

3) Fuel System Update (D.G. & K.W.)

- New above ground fuel tanks are complete, some minor issues with the card lock system, Staff are working with InfoNet and AGFT to find a solution

- Fleet cards are being ordered

4) **Taxiway Charlie Update (R.N.)**
   - WSP has completed a Class C estimate
   - Working project approvals with Transport Canada
   - Staff currently working on Alternative Approval Process and Loan Authorization Bylaw for the borrowing of the City share of the grant

5) **TC Process Inspection Wildlife Management Plan (R.N.)**
   - December 03, 2018, City received correspondence regarding Transport Canada's Process Inspection of the Airport's Wildlife Management Plan Update.
   - All corrective actions have been found acceptable and the process in now complete

6) **AOPA High School STEM Curriculum (M.O.)**
   - Aviation Science, Technology, Engineering and Math (STEM)
   - AOPA provides this curriculum at no charge to high schools in the USA
   - Purpose of the program is to provide an opportunity for students in aviation careers that they may not have previously considered
   - Mark indicated that there may be an opportunity to initiate the program in Canada and that a sponsor would be required
   - Suggested Contact at SD#83 was Reid Findlay, Education Outreach Program

7) **MO Gas – Flying Club proposal (J.McD.)**
   - Club to submit a proposal to install an above ground fuel tank for motor vehicle (MO) gas to service users at the airport.

8. **Next meeting – Wednesday, June 19, 2019**

9. **Adjournment**

Moved: D. Pearce
Seconded: M. Olson
THAT: the Shuswap Regional Airport Operations Committee Meeting of March 20, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:45 p.m.

Robert Niewenhuizen, A.Sc.T
Director of Engineering & Public Works

Item 6.3

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Environmental Advisory Committee Meeting Minutes of April 4, 2019, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Thursday, April 4, 2019** at 9:00 a.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Amy Vallarino	Citizen at Large
Sherry Bowlby	Citizen at Large
John McLeod	Salmon Arm Farmers Institute (SAFI)
Luke Gubbels	Canoe Forest Products
Sarah Weaver	Salmon Arm Bay Nature Enhancement Society (SABNES)
Janet Pattinson	Shuswap Naturalist Club
Pauline Waelti	Shuswap Environmental Action Society (SEAS)
Barb Puddifant	City of Salmon Arm, recorder

ABSENT:

Warren Bell	WA:TER
Ron Pederson	Salmon Arm Fish and Game Club
Barry Wilson	Citizen at Large
Gary Arsenault	Shuswap Pro Development Association
Dan Smith	Shuswap Construction Industry Professionals (SCIP)
Louis Thomas	Councillor, Neskonlith Indian Band
Gina Johnny	Councillor, Adams Lake Indian Band

GUESTS:

Julia Beatty	Citizen
Holly Ketter	Citizen

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

1. Introductions and Welcome

2. Approval of Agenda and Additional Items

Addition of Item 6)b – Meeting schedule
Addition of Item 6)c – Snares and Traps

Moved: Janet Pattinson
Seconded: Sherry Bowlby
THAT: the Environmental Advisory Committee Meeting Agenda of April 4, 2019, be approved with additions.

CARRIED UNANIMOUSLY

3. Approval of Minutes of March 14, 2019 Environmental Advisory Committee Meeting

Moved: Janet Pattinson
Seconded: Sherry Bowlby
THAT: the minutes of the Environmental Advisory Committee Meeting of March 14, 2019 be approved with the addition of Dave Ramsay as a guest.

CARRIED UNANIMOUSLY

4. Presentations

a) Anne Morris – Salmon Arm Ecumenical KAIROS Committee
Anne Morris presented information to the Committee on the need for public education on the issue of engine idling and its contribution to climate change. A. Morris requested that the Committee encourage City Council to establish no idling zones, install air quality monitoring systems and assist in public education. A. Morris was available to answer questions from the Committee.

5. Old Business / Arising from minutes

a) Climate Change Update –
Julia Beatty provided an overview of several BC communities that have established a Climate Action Plan or Climate Leadership Plan and that these plans serve as a framework for City planning and bylaws. J. Beatty will provide the Committee with information on possible funding opportunities and resources that may be available to assist in establishing a Climate Action Plan.

Moved: Janet Pattinson
Seconded: Pauline Waelti
THAT: the Committee recommends to Council that the City recognize and acknowledge that action on climate change is critical;
AND THAT: the Committee recommends to Council that the City prepare a comprehensive Climate Action Plan.

CARRIED UNANIMOUSLY

6. New Business

a) Summary of BC Hydro vegetation management within the City of Salmon Arm

For information.

6. New Business - continued

b) Meeting Schedule
Councillor Lindgren proposed that the Committee meet on May 9, 2019 and June 6, 2019 and establish a meeting schedule in September of 2019. There will not be a meeting of the Committee in July or August, 2019.

c) Traps and Snares
Pauline Waelti outlined the dangers to both domestic animals and wildlife as a result of snares and traps set on private land and suggested that the Committee recommend to Council that the Animal Control Bylaw be reviewed. Councillor Lindgren will report back to the Committee as to whether this issue is a provincial or municipal jurisdiction.

7. Other Business & / or Roundtable Updates

a) Councillor Lindgren advised the Committee that E. Vieira, Fraser Basin Council and P. Demenok, Shuswap Watershed Council will be presenting information on the Shuswap Watershed Council and the issue of water quality at the May 9, 2019 meeting of the Committee.

8. Next meeting – Thursday, May 9, 2019

9. Adjournment

Moved: Amy Vallarino
Seconded: Sarah Weaver
THAT: the Environmental Advisory Committee Meeting of April 4, 2019 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:35 a.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council on the day of , 2019

Item 6.4

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Greenways Liaison Committee Meeting Minutes of March 7, 2019, be received as information.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

Minutes of the Greenways Liaison Committee (GLC) Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **Thursday, March 7, 2019** at 3:00 p.m.

PRESENT:

Tim Lavery, Chair
Joe Johnson, Citizen at Large
Rob Bickford, Citizen at Large
Anita Ely, Interior Health
Brian Browning, Shuswap Trail Alliance

Phil McIntyre-Paul, Shuswap Trail Alliance (non-voting)
Sutra Brett, Shuswap Trail Alliance (non-voting)
Darin Gerow, City of Salmon Arm, Manager of Roads & Parks
Chris Larson, City of Salmon Arm, Planning & Development Officer, Recorder

Regrets: Joan Mitchell, Shuswap Trail Alliance

The meeting was called to order at 3:02 p.m.

1. Introductions

2. Presentations

3. Approval of Agenda and Additional Items
Late items were added regarding South Canoe logging activity, GLC Membership, and potential future Fire Mitigation actions.

Moved: Brian Browning
Seconded: Rob Bickford
THAT: the agenda for the Greenways Liaison Committee Meeting of March 7, 2019 be so approved.

CARRIED UNANIMOUSLY

4. Approval of Minutes of January 10, 2019 Greenways Liaison Committee Meeting

Moved: Joe Johnson
Seconded: Anita Ely
THAT: the minutes of the Greenways Liaison Committee Meeting of January 10, 2019 be approved as circulated.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes

None

6. **New Business**

1) **STA Update - Planning and Projects**
The STA presented updated signs to be installed this season. It was noted that installation through 2019 will be significant, promoting trail use. The South Canoe Parking lot expansion was discussed, with plans to enhance trails in that area in place to be completed prior to Salty Dog. Foreshore Monitoring Report has been completed, noting that there is no funding in place for this season.

2) **Region Trails Roundtable Meeting February 13, 2019**
This event was noted as being well attended, with good representation from all groups involved.

3) **Mt Ida – North Slopes**
A report summarizing current recreational uses was presented as information for ongoing discussion.

7. **Other Business &/or Roundtable Updates**

1) **Heritage Trail – Hainey Heritage Park**
It was noted that the Salmon Arm Museum and Heritage Association has provided a motion of support for the Heritage Trail linking Hainey Heritage Park to the foreshore.

2) **Provincial Active Transportation Strategy**
An opportunity to provide input was discussed and a link has been circulated to the GLC.

3) **Dogs on Trails**
A concern was brought to the GLC related to dogs on trails and rules around leashes. It was clarified that dogs are required to be on leash by bylaw in all City parks, including Little Mountain and the South Canoe Trails within the City. The City is working to clarify regulations. Off leash opportunities are likely to be increasingly sought in the future. GLC members feel this is important to discuss as it is likely that in the future more conflict will happen and we can be ahead of this instead of reacting to it.

4) **South Canoe Logging**
Related to recent discussion regarding logging activity in the South Canoe area, it was noted through communications with the local forester that no further significant harvesting is expected through 2019-2022.

5) **GLC Membership**
While the GLC is currently working with a vacant space, it is expected that a formal process will be undertaken in the future in due course.

6) **Fire Protection Plan**

While in the early stages, an approach is being developed with more information coming in the near future.

8. Next meeting – Thursday, May 9, 2019, 3 pm

Moved: Brian Browning
Seconded: Rob Bickford
THAT: the Greenways Liaison Committee Meeting of March 7, 2019 be adjourned.

CARRIED UNANIMOUSLY

9. The meeting adjourned at 4:28 p.m.

Endorsed by Meeting Chair

Received for information by Council on the day of , 2019

Item 13.1

CITY OF SALMON ARM

Date: April 23, 2019

Presentation 2:45 p.m.

NAME: Angela Spencer, BDO Canada LLP

TOPIC: 2018 Audited Financial Statements

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

City of Salmon Arm

Financial Statement Highlights
For the year ended December 31, 2018

CITY OF SALMON ARM

BDO

Highlights

- Unqualified audit opinion on the December 31, 2018 financial statements
- Annual surplus of $5,916,182 compared to prior year surplus $5,745,420
- Capital additions in the year amounted to $9,818,967
- $1,802,678 in Contributed Capital Assets this year

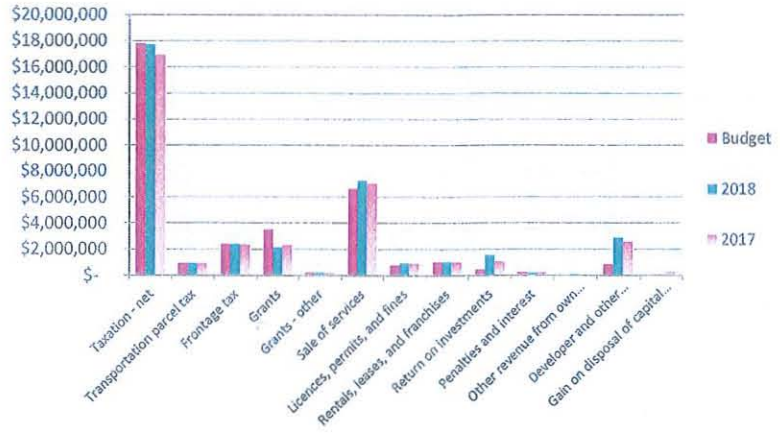
BDO

Financial Position

	2018	2017
Financial assets	62,392,594	57,159,952
Liabilities (excluding MFA Debt)	23,344,714	21,051,827
MFA Debt	24,234,320	25,299,161
Net financial assets	14,813,560	10,808,964
Tangible capital assets	217,857,221	215,948,852

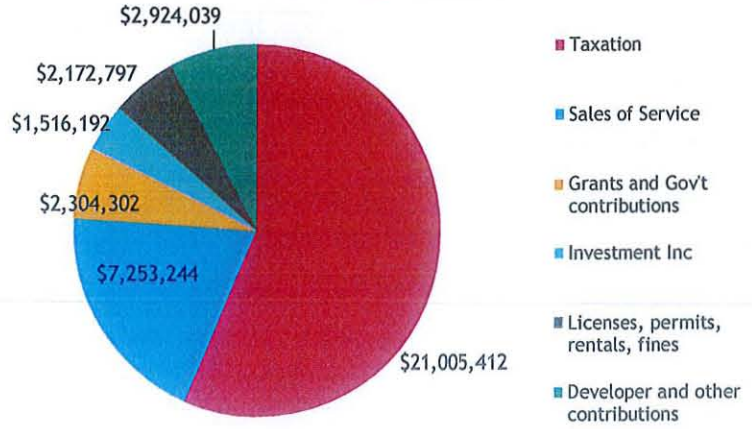
BDO

Revenues - Comparison of Budget to Actuals



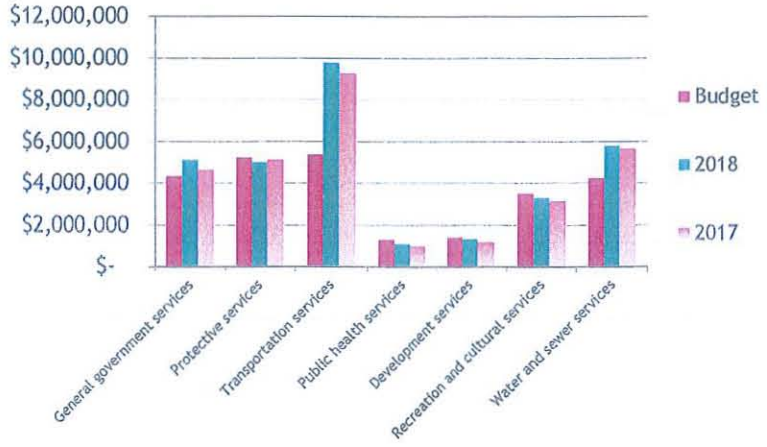
BDO

Revenues - Breakdown by Source



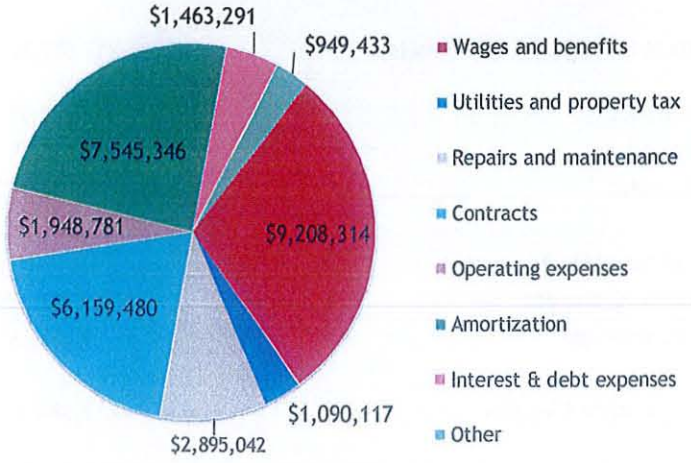
BDO

Expenses - Comparison of Budget to Actual



BDO

Expense - Breakdown by Type



BDO

Change in Net Financial Assets

	2018	2017
Annual surplus	5,916,182	5,745,420
Acquisition of tangible capital assets	(9,818,967)	(9,122,802)
Amortization of tangible capital assets	7,545,346	7,232,265
Proceeds on disposal of TCA	365,252	-
Acquisition of prepaid expenses	(16,038)	(12,821)
Usage of prepaid expenses	12,821	13,340
Change in net financial assets	4,004,596	3,855,402

BDO

Accumulated Surplus

Investment in Tangible Capital Assets	217,857,221
Less: MFA debt	(22,407,773)
Unrestricted	12,195,383
Annual Surplus	5,916,182
	213,561,013
Reserves set aside by council:	
Developer cost charges	9,287,209
Statutory Reserves	9,838,597
Total Accumulated Surplus	**232,686,819**

BDO

QUESTIONS?

BDO

Item 8.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the Financial Statements for the year ended December 31, 2018 be adopted as presented.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

To: Mayor Harrison and Members of Council
Date: April 15, 2019
Subject: 2018 Financial Statements

Recommendation
That the Financial Statements for the year ended December 31, 2018 be adopted as presented.

Background
Attached is a copy of the draft Financial Statements for the year ended December 31, 2018. Provided below is a summary of changes between 2017 and 2018.

The following analysis encompasses all Operating, Capital, Reserve and Trust Funds (consolidated format):

The net Annual Surplus has increased by $170,762.00 and is attributed to the following:

Tax Revenue	$ 815,451.00
Other Levies & Fees *(Largely attributed to Water and Sewer Connections and User Fees, Drainage Connection Custom Work, Investments (Offset by Decrease in Roads Custom Work))*	753,952.00
Other Contributions *(Increase in DCC Funds Used in Capital Projects (Offset by a Decrease in Developer Contributed Capital Assets and a Loss on Disposal of Fixed Assets))*	29,903.00
Grants *(Decrease attributed to Clean Air and Waste Water Grant received in prior year (Offset by Increase in Emergency Preparedness Grant, Municipal Regional District Tax, BC Air Access Grant, and Strategic Priorities & Innovations Fund Grant))*	(157,040.00)
Expenditures (overall increase)*	(1,271,504.00)
	$ 170,762.00

* The overall expenditures increased by $1,271,504.00 and is largely attributed to an increase in amortization expense, community grants, pool assessment, wages and benefits, snow removal costs offset by a transfer from reserve, tree encroachment costs at the airport offset by a transfer from reserve and an increase in community centre operating expenses.

The City's Net Financial Debt (the amount of liabilities greater than assets before capital assets) has increased by $4,004,596.00 and is attributed to the following:

Annual Surplus (Does Not Include Principal Repayments or Reserve Transfers)	$ 5,916,182.00
Acquisition of Capital Assets	(9,818,967.00)
Amortization Expense	7,545,347.00
Disposal of Tangible Capital Assets	365,251.00
Decrease in Prepaid Expenses	(3,217.00)
	$ 4,004,596.00

Reserve Funds, Developer Cost Charges and Reserve Accounts have increased by a net amount of $3,530,530.00, largely attributable to developer cost charges, equipment replacement reserves, transfers to specific projects (such as, Affordable Housing, Airport Tree Encroachment, General Parking Lots, Property Acquisition, Underpass, Trans Canada Highway West Project, Wharf Major Maintenance, Water Major Maintenance and Sewer Major Maintenance) and interest earned on deposit.

Long Term Debt has decreased by $1,078,683.00 and is attributed to the following:

Principal Debt Repayments and Actuarial Payments	$ (1,913,683.00)
Debt Issuance	835,000.00
	$ 1,078,683.00

Chelsea Van de Cappelle, CPA
Chief Financial Officer

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Item 8.2

CITY OF SALMON ARM

Date: April 23, 2019

Chief Financial Officer – 2019 Assessments/ New Construction
For Information

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

To: Mayor Harrison and Members of Council
Date: April 3, 2019
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: 2019 Assessments / New Construction

For Information

Assessments/Property Taxation

City of Salmon Arm property owners have received their 2019 assessment notices.

Average inflationary/deflationary changes in assessment for 2019 for each property class are as follows:

Property Class	*Increase (Decrease)*
Class 1 (Residential)	5.91%
Class 2 (Utilities)	6.30%
Class 3 (Supportive Housing)	0.00%
Class 4 (Major Industry)	0.37%
Class 5 (Light Industry)	10.69%
Class 6 (Business)	5.60%
Class 7 (Managed Forest Land)	14.24%
Class 8 (Rec Non Profit)	7.35%
Class 9 (Farm)	(0.07)%

Moderate inflationary/deflationary changes to assessments are not unusual. For example, the average inflationary increase in residential assessments in 2018 was 9.83% as opposed to an inflationary increase in 2019 of 5.91%.

It is important to note that the tax rate will be adjusted and applied against current assessments to collect the same amount of revenue in 2018 plus the 3.30% tax increase approved by Council. The only time that property owners will see an increase/decrease in their general municipal levy beyond the 3.30% is if their assessment increase/decrease is proportionately higher/lower than the average assessment change.

New Construction

The City has received the B.C. Assessment Authority's Authenticated Roll for 2019. The revenue from new construction or new growth was projected at 2% or $346,366.26 the actual new construction estimates for 2019 is 2.01% or $367,703.13.

Chelsea Van de Cappelle, CPA

Item 8.3

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the notice filed against the property title of Lot 5. Plan 18330, Section 28, Township 20, Range 10, W6M, KDYD (4681 – 44th Avenue NW) be cancelled.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

TO: His Worship Mayor Harrison and Council

DATE: April 17, 2019

SUBJECT: Cancellation of Notice on Title

RECOMMENDATION:

THAT: the notice filed against the property title of Lot 5, Plan 18330, Section 28, Township 20, Range 10, W6M, KDYD (4681 – 44th Avenue NW) be cancelled.

BACKGROUND:

On March 12, 2012 Council passed a Resolution made under Section 57 of the Community Charter to place a legal notation on the title of Lot 5, Plan 18330, Section 28, Township 20, Range 10, W6M, KDYD (4681 – 44th Avenue NW) due to a Building Bylaw infraction.

Requirements have now been satisfied and this notation may be cancelled by Resolution of Council.

Respectfully submitted,

Erin Jackson
Director of Corporate Services

Attachments:

Appendix A – Report from M. Roy, Manager of Permits and Licensing
Appendix B – Land Title Act Notice
Appendix C - March 12, 2012 Council Resolution

Appendix A

CITY OF SALMONARM

TO: Erin Jackson, Corporate Officer

FROM: Maurice Roy, Manager of Permits and Licensing

DATE: April 16, 2019

SUBJECT: **Recommendation to Cancel Notice Against Title of Lot 5, Plan 18330, Section 28, Township 20, Range 10, W6M, KDYD (4681 – 44th Avenue NW).**

OWNER(S): Tammy S. Chouinard

LAND TITLE REGISTERY No.: LB507052

PREVIOUS BYLAW INFRACTION: Building Bylaw No. 3535, Section 3.1.6 (No Occupancy Permit).

Recommendation:

THAT: the notice filed against the property title of **Lot 5, Plan 18330, Section 28, Township 20, Range 10, W6M, KDYD (4681 – 44th Avenue NW)** pursuant to Section 57 of the Community Charter be cancelled.

BACKGROUND:

The registration of a Riparian Area covenant on the title of the property has been completed and the file closed. The owner has paid the fee to have the notice removed from title therefore the notice of bylaw infraction may be cancelled.

Report prepared by Maurice Roy, Manager of Permits & Licensing

MR:
attach.

-3 JUL 2012 13 43

LB507052

City of Salmon Arm
500 - 2 Avenue NE
Mailing Address: Box 40
Salmon Arm, BC V1E 4N2
Tel: 250.803.4000 Fax: 250.803.4041
www.salmonarm.ca

Salmon Arm

CITY OF SALMON ARM
Box 40, 500 - 2 Avenue NE
Salmon Arm, BC V1E 4N2

Telephone: (250) 803-4000
Fax: (250) 803-4042

Is 7/3/2012 1:56:00 PM 1 3
Doc File 1 $23.90

LAND TITLE ACT NOTICE

(Pursuant to Section 57 of the Community Charter)

TAKE NOTICE THAT the Council of the City of Salmon Arm at its meeting held on the 12th day of March, 2012, passed a Resolution made under Section 57 of the Community Charter relating to land described as Lot 5, Plan 18330, Section 28, Township 20, Range 10, West of the 6th Meridian, Kamloops Division, Yale District, PID 008-254-656 (4681 - 44 Avenue NW).

Further information respecting the Resolution may be inspected at the Offices of the Municipality located at 500 - 2 Avenue NE, Salmon Arm, BC, during normal business hours, 8:30 a.m. to 4:00 p.m., Monday through Friday, except Statutory Holidays.

The above notice is prepared and submitted for registration pursuant to Section 57 of the Community Charter.

Carl Bannister
Chief Administrative Officer/Corporate Officer
City of Salmon Arm

:kja
[4681 - 44 Avenue NW]

18. STAFF REPORTS

1. Manager of Permits and Licensing - Recommendation to File Notice of Building Bylaw Infraction [J. & T. Chouinard, 4681 - 44 Avenue NW]

0114-2012

Moved: Councillor Jamieson
Seconded: Councillor Cannon
THAT: a notice be filed against title of Lot 5, Plan 18330, Section 28, Township 20, Range 10, W6M, KDYD (4681- 44 Avenue NW) pursuant to Section 57 of the Community Charter.

The Mayor invited the owner to make a submission.

CARRIED UNANIMOUSLY

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Item 8.4

CITY OF SALMON ARM

Date: April 23, 2019

Director of Engineering & Public Works – UVA & Drone Use
For Information

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

File: 2019-07

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering & Public Works

DATE: March 29, 2019

SUBJECT: UAV & DRONE USE

FOR INFORMATION

BACKGROUND:

Over the course of the last few years, there has been significant interest and discussion in the use of UAV's (unmanned aerial vehicle) commonly referred to as "drones". UAV's are any aircraft that is remotely controlled and has no pilot onboard. They range in size from mini palm sized recreational UAV's to larger "quadcopter" style UAV's designed to carry payload including cameras and sensors tailored to the required use. UAV's are becoming increasingly popular amongst recreational and commercial users.

The Federal Government through Transport Canada (TC) regulates the use of UAV's in Canada. If the drone is used for recreational uses and weighs less than 35 kg, no special permission is required to fly. TC provides a number of "do's" and "don'ts" for flying safely and legally, ***see attached fact sheet***.

The Regulations are more detailed where the UAV weighs over 35kg or more, or is being used for industrial, inspection, educational, or commercial use. Under these conditions the operator of the UAV is required to obtain a Special Flight Operations Certificate (SFOC). The SFOC requires operators to provide information regarding how, when and where they intend to use their UAV, along with flight safety details.

Operating a UAV without a SFOC (where one is required) may lead to assessed fines in the amount of $5,000 for an individual and $25,000 for a corporation.

Most of TC's regulations relate to aviation and aerodrome security and safety. A drone incident report can be filed if someone is flying a drone in an irresponsible manner without a permit (for example, flying close to other aircraft, near aerodromes, or at a high altitude).

UAV operators must also comply with all other applicable laws and regulations, including the Canadian Criminal Code and provincial and municipals laws relating to trespassing and privacy. If TC inspectors investigate reports of unsafe and illegal drone use it may involve local police if other laws (for example, the Criminal Code and privacy laws) have

been broken. Additional information is available on the TC website listed below, please note that TC will be producing new rules which will take effect on ***June 1, 2019***. (http://www.tc.gc.ca/eng/civilaviation/drone-safety.html)

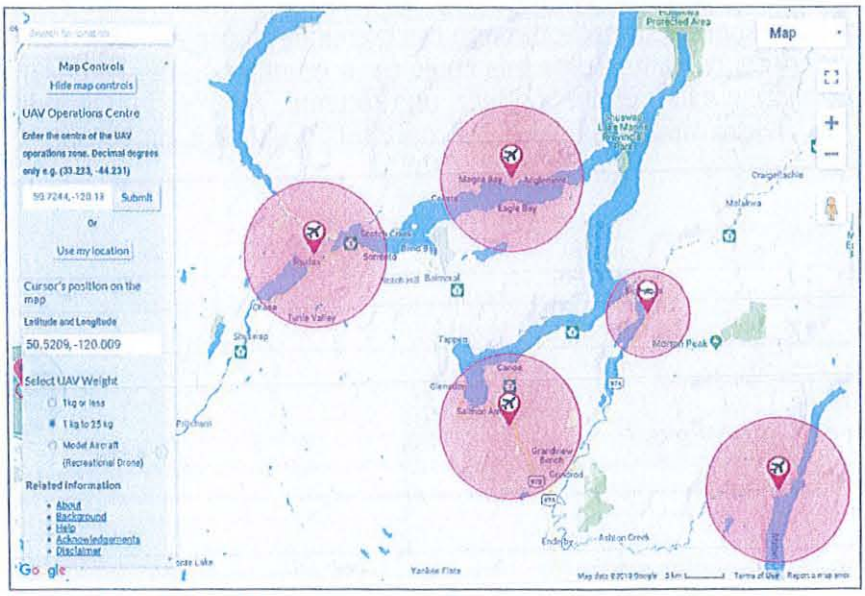
DISCUSSION

The use of UAV's in the municipal environment is largely undocumented. The use of UAV's within municipalities has been met with a number of obstacles, including; privacy issues, public safety, and TC's restriction on their use. While TC may allow for exemptions from particular requirements under special circumstances, each application for a SFOC is reviewed on a case by case basis and it is unclear what methodology is applied to these exemptions. TC notes the following restrictions when operating a UAV:

Avoid flying over private property or taking photos/ videos without permission

- Avoid flying within a 9km radius from any aerodrome (ie. airport, heliport, helipad or seaplane base, etc.)
- Avoid flying closer than 150m from people, animals, buildings, structures, or vehicles
- Avoid flying higher than 90 metres (300 feet) above the ground
- Avoid flying in populated areas or near large groups of people, including sporting events, concerts, festivals, and fireworks shows.
- Avoid flying near moving vehicles, highways, bridges, busy streets, or anywhere you could endanger or distract drivers
- Anywhere you may interfere with first responders

The graphic below highlights the approximate 9km radius surrounding any aerodrome. The National Research Council has created an interactive map to help drone operators identify where these restricted area are located.



As illustrated, the "No drone zones" are areas where it may be unsafe or illegal to fly your drone. TC prohibits the use of UAV's throughout Salmon Arm due to the proximity to Shuswap Regional Airport. Special permission from TC would need to be granted

through the SFOC process to allow the commercial use of UAV within the 9km radius of Salmon Arm's aerodrome.

Some of the uses for an UAV for the City of Salmon Arm could include but are not limited to such activities as:

- Aerial surveying
- Construction Management
- Inspection, forestry,
- Site analysis, planning and design
- Environmental design (engineering, architecture, urban design)
- Marketing
- Emergency Response Coordination
- Police Service; accident and general investigations
- Environmental Impact Assessment and Monitoring

CONCLUSION

In regards to the installation of signage on City lands, without a bylaw in place the enforcement of the signs would not be possible. Some City's have created bylaws for the specific purpose of controlling drone usage on public lands in an effort to protect public safety and privacy. This could be done by amending the City's Parks Bylaw and Traffic Bylaw to include wording that would restrict the use of UAV's & Drones in or over City lands; however, this would create and expectation and a need for enforcement. Should City Council choose to have signage installed the following factors should be considered, signage location, cost and enforcement.

Transport Canada is responsible for regulating the use of UAV's. In regards to UAV's being flown over the foreshore and possibly interfering with the wildlife. This is an issue that could be dealt with by Transport Canada through the complaint process or for more serious issue such as interference with wildlife this could be a violation of the Canadian wildlife protection legislation, which protects plant and animal species in Canada including migratory birds. These matters should be reported to either a provincial or federal enforcement agencies.

Respectfully submitted

Robert Niewenhuizen, A.Sc.T
Director of Engineering & Public Works

X:\Operations Dept\Engineering Services\5220-CAPITAL\2019\2019-07 Parks\Drone Zones\HWM UAV & Drone Use.docx

Transport Canada Transports Canada

FLYING FOR FUN?

RULES FOR RECREATIONAL DRONE USERS

Consult the safety measure for the full list of rules.

It's the law! If you fly your drone for fun and it weighs more than **250 g** and up to **35 kg**, follow these rules:

Fly your drone:

- within 90 m above the ground or lower
- at least 30 m away from vehicles, vessels, and the public (if your drone weighs more than 250 g up to 1 kg)
- at least 76 m away from vehicles, vessels, and the public (if your drone weighs more than 1 kg up to 35 kg)
- at least 5.6 km from aerodromes (any airport, seaplane base, or areas where aircraft take-off and land)
- at least 1.9 km away from heliports or aerodromes used exclusively by helicopters
- outside of controlled or restricted airspace
- at least 9 km away from a natural hazard or disaster area
- away from areas where it could interfere with police or first responders
- during the day and not in clouds
- within your sight at all times
- within 500 m of yourself or closer
- only if clearly marked with your name, address and telephone number

Following these rules will help keep people, aircraft, and property safe. If you do not follow these rules, you could face fines of up to $3,000.

Canada.ca/drone-safety

Canada

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Item 9.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the following bylaws be read a first, second and third time:

a) City of Salmon Arm 2019 - 2023 Financial Plan Amendment Bylaw No. 4322; and

b) City of Salmon Arm 2019 Annual Rate of Taxation Bylaw No. 4323.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMON ARM

Date: April 15, 2019
To: Mayor Harrison and Members of Council
Subject: 2019 Final Budget

Recommendation

That: Bylaw No. 4322 cited as "City of Salmon Arm 2019 to 2023 Financial Plan Amendment Bylaw No. 4322" be given 3 readings;

And That: Bylaw No. 4323 cited as "City of Salmon Arm 2019 Annual Rate of Taxation Bylaw No. 4323" be given 3 readings.

Background

The 2019 - 2023 Financial Plan was adopted by Council in January, 2019. A re-visitation of the Financial Plan is required in April of each year to provide for outstanding items such as:

- 2018 Capital Carry Forward Projects;
- 2018 Operational Carry Forward Projects;
- Authenticated Assessment Roll;
- Tax Requisitions from Other Governments (MFA, Regional District, Regional Hospital, BC Assessment Authority, etc.);
- Council Resolutions;
- Grants; and
- Other budget adjustments as noted below.

The 2019 Final Budget reflects a 3.30% tax increase and a 2.01% "new construction" factor resulting in additional tax revenue of $7,945.00 which has been redirected to the Future Expenditure Reserve. In keeping with Council's resolution in 2017, the Light Industry (Class 5) and Business (Class 6) property tax rate has been re-equalized resulting in a shift in general municipal property taxes of $17,501.56 from the former to the latter.

The property tax increase impact to a Residential (Class 1) and Business (Class 6) assessment per $100,000.00 of assessed value is $13.32 and $37.60 respectively. In addition, Business (Class 6) will experience a slight decrease of $3.94/$100,000 (2018 – decrease of $4.24/$100,000) of assessed value as a result of a shift of general municipal property tax revenue and Light Industry (Class 5) will experience an increase of $47.39/$100,000 (2018 – increase of $53.69/$100,000) of assessed value.

Budget Revisions

Council resolutions made thus far in 2019 and projects that commenced in 2018 have been included in the 2019 Final Budget for completion. Several O & M (i.e. various studies and assessments [Liquid Waste Management Plan, Gravel Pit Assessment, Pavement Management, Superior Tanker Shuttle Accreditation, etc.], Police Station – Cell Block and Storage Bay Design projects, Cemetery – Digitizing of Records, DCC Bylaw Review, Park Major Maintenance projects, etc.) and capital projects (i.e.

VOIP/Phone Equipment, Police Building - Prison Cell Improvements, Mt. Ida Cemetery - Cemetery Mapping, Signage and Upper Road Upgrade, Acquisition and Development of Turner Creek Connector Trail, Canoe Boat Launch Improvements, Blackburn Park Covered Structure, Blackburn Park Life Skills Project, various pieces of equipment (funded from Reserve), Asphaltic Overlays, Hudson Street Revitalization Project, Drainage Storm Water Master Plan, Underpass Design, Airport Fuel System and Taxiway Charlie Design, Large Portable Generator, various road, drainage, sidewalk, equipment, water and sewer projects, incomplete/not started gas tax projects, etc.) have been included in the 2019 budget revision.

Please note that there are various salary, wages and benefit adjustments throughout the budget attributed to vacancies in various departments including Planning and Development, Public Works, Building, Fire, etc.). The savings attributed to same have been transferred to Reserve to address the full allocation of same in 2020.

With the exception of the above noted, changes to the 2019 Final Budget are largely attributed to the following items:

General Fund

Revenue

General Municipal Tax Revenue (To reflect actual, redirected to Future Expenditure Reserve)	$7,945.00
Special Assessments - SIR Parcel Tax (To reflect actual - offsets with expenditure for same)	(2,350.00)
Special Assessments - Transportation Parcel Tax (To reflect increase to levy in 2019, Offsets with increase in Asphaltic Overlays for same)	238,000.00
Grant in Lieu of Taxes - BC Hydro (To reflect actual, redirected to Future Expenditure Reserve)	5,600.00
Fire - Sale of Fixed Assets (To reflect proceeds on disposition of assets)	19,775.00
Fire Training Centre (To correct a transposition error, offsets with reduction in Franchise Fee)	1,800.00
Franchise Fee - Fortis BC (To reflect actual)	(1,500.00)
Traffic Fine Revenue Sharing Grant (To correct a transposition error, redirected to Future Expenditure Reserve)	5,000.00
Other (BC Hydro Re-greening Grant) (To reflect grant approval, offsets with expenditure for same)	4,000.00
Community Child Care Grant (To reflect grant approval, offsets with expenditure for same)	25,000.00
Transfer from Reserve - Surplus (To reflect carry forward 2018 operational projects)	11,175.00
Transfer from Reserve - Future Expenditure (As resolved by Council - Grade Crossings)	14,000.00
Transfer from Reserve - Climate Action (As resolved by Council - Solar Feasibility)	5,000.00
Transfer from Reserve - Cultural Master Plan (To reflect 2018 carry forward project)	15,000.00
Transfer from Reserve - Grade Crossing Assessment (As resolved by Council - Grade Crossings)	20,500.00
Transfer from Reserve - Airport Tree Encroachment (To reflect 2018 carry forward project)	146,550.00
Transfer from Reserve - Airport Lighting (To reflect 2018 carry forward projects)	18,900.00
Transfer from Reserve - Airport Major Maint. (To reflect 2018 carry forward projects)	11,900.00
Transfer from Reserve - Specified Area parking (To reflect 2018 carry forward projects)	18,000.00
Transfer from Reserve - Recreation Centre Operating (To reflect 2018 carry forward project)	29,000.00
Regional Hospital District Tax Requisition (To reflect actual, offsets with expenditure for same)	245,930.00
BC Assessment Authority Tax Requisition (To reflect actual, offsets with expenditure for same)	1,450.00
Regional District Tax Requisition (To reflect actual, offsets with expenditure for same)	27,000.00
Regional District SIR Tax Requisition (To reflect actual, offsets with expenditure for same)	180.00

Municipal Finance Authority Tax Requisition (To reflect actual, offsets with expenditure for same)	65.00

Expenses

Salaries and Benefits Net (To reflect savings from various vacant positions, redirected to reserve to address full allocation of same in 2020)	(72,600.00)
Other Grants – SA Folk Music (To redirect funds for the fall fair grounds power supply to parks capital)	(21,285.00)
Other Grants – Shuswap Theatre Ozone Festival (As resolved by Council)	1,500.00
Other Grants – Syrian Refugee Transit Passes (As resolved by Council)	1,710.00
Other Grants – Shuswap Vintage Car Club Gazebo Rental (As resolved by Council)	485.00
Other Grants – Bylaw Officers Conference Sponsorship (As resolved by Council)	600.00
Other Grants – SAS Art Club Tunnel Murals (As resolved by Council)	145.00
Fire – Miscellaneous (Provision for costs associated with asset disposal)	2,575.00
Transportation – Surveys (As resolved by Council – Canoe Pond ROW)	(15,000.00)
Transportation – Drainage Extensions & Replacements (As resolved by Council - Canoe Pond ROW)	(13,500.00)
Transportation – R.R. Grade Crossings (As resolved by Council funded from reserves)	35,000.00
Environmental – Solar Feasibility Assessment As resolved by Council, funded from Climate Action Reserve)	5,000.00
Planning – Legal Fees (As resolved by Council – Canoe Pond ROW)	(6,500.00)
Communications Protocol Meeting (As resolved by Council, funded from Council Initiatives)	1,500.00
Community Child Care Initiative (Provision for expenditure, offset by grant for same)	25,000.00
Parks – Central Business District Tree Maint. (Provision for expenditure offset by BC Hydro Re-Greening Grant)	4,000.00
Trans. Capital – Canoe Pond ROW (As resolved by Council)	35,000.00
Trans. Capital – Asphaltic Overlays (To reflect increase in 2019 tax levy)	238,000.00
Trans. Capital – Truck (Unit No. 46) (As resolved by Council, funded from Equipment Replacement Reserve)	6,500.00
Airport Capital – Runway Paving (As resolved by Council, provision for BC Air Access Grant application and Airport Taxiway Runway Reserve funding)	1,500,000.00
Airport Capital – Taxiway Charlie (As resolved by Council, to reflect long-term debt costs for construction)	325,000.00
Parks Capital – Fall Fair Grounds Power Supply (To redirect grant funding for improvements to City owned property. Offsets with reduction in Other Grants for same)	21,285.00
Transfer to Reserve – Future Expenditure (Reallocated from Tax Revenue, Traffic Fine) Revenue Grant, Grant in Lieu of Taxes)	18,845.00
Transfer to Reserve – Council Initiatives (As resolved by Council)	(5,940.00)
Transfer to Reserve – Wages & Benefits (Reallocated from net savings due to position vacancies)	72,600.00
Transfer to Reserve – Fire Emergency Apparatus (To reflect net proceeds from the disposal of assets)	17,200.00
Regional Hospital District Tax Requisition (To reflect actual, offsets with revenue for same)	245,930.00
BC Assessment Authority Tax Requisition (To reflect actual, offsets with revenue for same)	1,450.00
Regional District Tax Requisition (To reflect actual, offsets with revenue for same)	27,000.00
Regional District SIR Tax Requisition (To reflect actual, offsets with revenue for same)	180.00
Regional District SIR Parcel Requisition (To reflect actual, offsets with revenue for same)	(2,350.00)
Municipal Finance Authority Tax Requisition (To reflect actual, offsets with revenue for same)	65.00

Water Fund

With the exception of the below noted, changes outside of the 2018 Capital and Operational Carry forwards are minor in nature.

Water Capital – TCH West Water Main (As resolved by Council, funded from the TCH West Water Reserve)	205,000.00
Water Capital – 10 Ave NE (As resolved by Council, redirected funding from the Lakeshore Road Water Main Leak Detection Project and Water Future Expenditure Reserve)	45,000.00

Sewer Fund

With the exception of the below noted, changes outside of the 2018 Capital and Operational Carry forwards are minor in nature.

Engineering, Survey & Legal Fees (Provision for third party engineering opinion, funded From Sewer Future Expenditure Reserve)	10,850.00

Respectfully Submitted,

Chelsea Van de Cappelle, CPA

CITY OF SALMON ARM

BYLAW NO. 4322

A bylaw to amend the 2019 to 2023 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2019 to 2023;

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

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

1. "Schedule "A" of "City of Salmon Arm 2019 to 2023 Financial Plan Bylaw No. 4302 is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

   This bylaw may be cited for all purposes as "City of Salmon Arm 2019 to 2023 Financial Plan Amendment Bylaw No. 4322".

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

_____
MAYOR

_____
CORPORATE OFFICER

Schedule "A" - Bylaw #4322

City of Salmon Arm

2019 - 2023 Financial Plan

	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	$18,948,635	$19,327,608	$ 19,714,160	$ 20,108,443	$ 20,510,612
Frontage & Parcel Taxes	3,603,450	3,675,519	3,749,029	3,824,010	3,900,490
Sales of Service	8,121,705	8,284,139	8,449,822	8,618,818	8,791,194
Revenue From Own Sources	3,331,550	3,398,181	3,466,145	3,535,468	3,606,177
Rentals	779,545	795,136	811,039	827,260	843,805
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	368,100	375,462	382,971	390,630	398,443
Other Government Transfers	265,333	270,640	276,053	281,574	287,205
Transfer From Prior Year Surplus	600,875	612,893	625,151	637,654	650,407
Transfer From Reserve Accounts	1,190,295	1,214,101	1,238,383	1,263,151	1,288,414
Transfer From Reserve Funds	-	-	-	-	-
Total Consolidated Revenues	$37,209,488	$37,953,679	$ 38,712,753	$ 39,487,008	$ 40,276,747
Consolidated Expenditures					
General Government Services	$ 3,584,590	$ 3,656,282	$ 3,729,408	$ 3,803,996	$ 3,880,076
Protective Services	6,215,620	6,339,932	6,466,731	6,596,066	6,727,987
Transportation Services	5,573,880	5,685,358	5,799,065	5,915,046	6,033,347
Environmental Health Services	74,872	76,369	77,896	79,454	81,043
Environmental Development Service	3,116,645	3,178,978	3,242,558	3,307,409	3,373,557
Recreation and Cultural Services	4,496,160	4,586,083	4,677,805	4,771,361	4,866,788
Fiscal Services - Interest	1,346,843	1,373,780	1,401,256	1,429,281	1,457,867
Fiscal Services - Principal	1,316,705	1,343,039	1,369,900	1,397,298	1,425,244
Capital Expenditures	2,795,685	3,021,834	2,943,280	2,332,092	3,034,371
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	2,995,383	2,885,057	3,081,747	3,813,436	3,234,067
Transfer to Reserve Funds	1,129,055	1,151,636	1,174,669	1,198,162	1,222,125
Water Services	2,457,500	2,506,650	2,556,783	2,607,919	2,660,077
Sewer Services	2,106,550	2,148,681	2,191,655	2,235,488	2,280,198
Total Consolidated Expenditures	$37,209,488	$37,953,679	$ 38,712,753	$ 39,487,008	$ 40,276,747

Schedule "A" - Bylaw #4322

City of Salmon Arm

2019 - 2023 Financial Plan

	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Capital Projects					
Finances Acquired					
General Operating Fund	$ 1,940,685	$ 1,896,834	$ 1,953,280	$ 1,305,092	$ 1,959,371
Water Operating Fund	547,500	450,000	490,000	500,000	500,000
Sewer Operating Fund	307,500	675,000	500,000	527,000	575,000
Federal Government Grants	2,812,615	-	-	-	-
Provincial Government Grants	4,104,370	-	-	-	-
Prior Year Surplus	81,000	-	510,000	-	-
Reserve Accounts	6,012,830	530,000	690,000	15,000	340,000
Reserve Funds	2,346,500	323,500	2,808,750	710,000	550,000
Development Cost Charges	234,000	2,125,000	2,307,500	3,335,000	3,445,000
Short Term Debt	-	-	-	-	-
Long Term Debt	6,145,000	-	-	-	-
Developer Contributions	1,180,200	40,000	40,000	44,000	40,000
Total Funding Sources	$ 25,712,200	$ 6,040,334	$ 9,299,530	$ 6,436,092	$ 7,409,371
Finances Applied					
Transportation Infrastructure	$ 19,926,360	$ 3,979,500	$ 4,222,000	$ 3,622,000	$ 3,619,500
Buildings	723,575	117,000	197,000	144,000	458,500
Land	-	-	-	-	300,000
IT Infrastructure	210,750	125,000	721,500	55,000	65,000
Machinery and Equipment	1,725,900	383,834	1,192,780	513,092	443,871
Vehicles	300,000	90,000	35,000	-	-
Parks Infrastructure	838,600	260,000	966,250	260,000	262,500
Utility Infrastructure	1,987,015	1,085,000	1,965,000	1,842,000	2,260,000
Total Capital Expense	$ 25,712,200	$ 6,040,334	$ 9,299,530	$ 6,436,092	$ 7,409,371

Departmental Summary:

	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
General Government Services	$ 155,970	$ 108,500	$ 193,500	$ 122,500	$ 138,500
Protective Services	522,300	145,000	805,000	140,000	55,000
Transportation Services	21,825,860	4,276,000	4,523,500	3,918,500	4,233,500
Environmental Health Services	68,940	12,500	2,500	2,500	327,500
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	998,465	333,334	1,235,030	335,592	319,871
Water Services	1,253,705	490,000	2,040,000	1,390,000	1,760,000
Sewer Services	886,960	675,000	500,000	527,000	575,000
Total by Department	$ 25,712,200	$ 6,040,334	$ 9,299,530	$ 6,436,092	$ 7,409,371

Schedule "B" – Bylaw #4322
2019 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2019. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

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

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

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

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

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

Schedule "B" – Bylaw #4322
2019 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	38.16%	45.88%
Parcel Taxes	7.26%	8.73%
User Fees, Charges and Interest Income	24.63%	29.62%
Other Sources	17.58%	0.89%
Proceeds From Borrowing	12.37%	14.88%
	100.00%	100.00%

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

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

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

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

Schedule "B" – Bylaw #4322
2019 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2019 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	3.9378	1.00:1	66.01%	85.69%
Utilities	25.6419	6.51:1	0.83%	0.16%
Supportive Housing	0.000	0:1	0.00%	0.00%
Major Industry	72.7672	18.48:1	3.14%	0.22%
Light Industry	11.1080	2.82:1	2.25%	1.03%
Business	11.1080	2.82:1	27.03%	12.44%
Managed Forest Land	7.9356	2.02:1	0.01%	0.01%
Recreational/Non Profit	2.8745	0.73:1	0.12%	0.21%
Farm	12.7915	3.25:1	0.61%	0.24%

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2017 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

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

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	$ 45,996.50	$ 37,726.50	$ 83,723.00
Non Profit Societies	409,140.00	243,030.00	652,170.00
Senior Centers	19,019.00	9,965.00	28,984.00
Other	15,104.00	11,523.00	26,627.00
Sports Clubs	271,559.00	146,616.00	418,175.00
Total	$ 760,818.50	$ 448,860.50	$ 1,209,679.00

Schedule "B" – Bylaw #4322
2019 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

Area	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	$ 47,032.50	$ 45,846.66	$ 34,828.47	$ 29,851.20	$ 24,304.74	$ 24,657.03

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

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

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

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

Schedule "B" – Bylaw #4322
2019 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

Area	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption
"Industrial Zone"	$ 0.00	$ 0.00	$ 0.00	$ 5,425.51	$ 5,400.26

CITY OF SALMON ARM

BYLAW NO. 4323

A bylaw to set the rate of taxation for the year 2019

WHEREAS in accordance with the provisions of Section 197 of the Community Charter, SBC, 2003, Chapter 26 the Council is required, by bylaw, to impose property value taxes for the year by establishing tax rates for Municipal, Hospital, Library, Regional District, Off-Street Parking and Business Improvements purposes for the year 2019;

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

1. The following rates are hereby imposed and levied for the year 2019:

   a) For all lawful general and debt purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.

   b) For Regional Hospital District purposes on the value of land and improvements taxable for Hospital purposes rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.

   c) For Columbia Shuswap Regional District purposes on the value of land and improvements taxable for Hospital purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part hereof.

   d) For Columbia Shuswap Regional District - SIR purposes on the value of land taxable for Hospital purposes, rates appearing in Column "D" of Schedule "A" attached hereto and forming a part hereof.

   e) For Business Improvement Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part hereof.

   f) For Off-Street Parking Specified Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "F" of Schedule "A" attached hereto and forming a part hereof.

   g) For Okanagan Regional Library purposes on the value of lands and improvements taxable for General Municipal purposes, rates appearing in Column "G" of Schedule "A" attached hereto and forming a part hereof.

h) For BC Assessment Authority purposes the rates have been established by legislation and rates appearing in Column "H" of Schedule "A" attached hereto and forming a part hereof.

i) For Municipal Finance Authority purposes the rates have been established by legislation and rates appearing in Column "I" of Schedule "A" attached hereto and forming a part hereof.

2. The minimum amount of taxation upon a parcel of real property shall be One Dollar ($1.00).

3. a) At close of business on July 2, 2019, the Chief Financial Officer of the City of Salmon Arm shall add to the unpaid taxes of the current year, in respect of each parcel of land and the improvements thereon upon the real property tax roll, ten percent (10%) of the amount then remaining unpaid.

b) The said unpaid taxes, together with amounts added under this section, are deemed to be unpaid taxes of the current year due on such land and improvements thereon, and the amounts added under this section when collected shall form part of the general revenue of the City of Salmon Arm.

4. Despite Section 3, taxes resulting from a supplementary assessment roll which remain unpaid 30 days after sending of the notice of the taxes payable to the assessed owner are to incur and bear a penalty for that year of ten percent (10%) of the amount of such taxes.

5. SEVERABILITY

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

6. ENACTMENT

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

7. EFFECTIVE DATE

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

8. CITATION

This bylaw may be cited for all purposes as "**City of Salmon Arm 2019 Annual Rate of Taxation Bylaw No. 4323**".

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

MAYOR

CORPORATE OFFICER

City of Salmon Arm
2019 Property Tax
Rates

Bylaw No.
4323

Schedule "A"

Property Class	Column A General Municipal	Column B Regional Hospital District	Column C Regional District	Column D Regional District SIR	Column E Specified Area Business Improvement	Column F Specified Area Off-Street Parking	Column G Regional Library	Column H BC Assessment Authority	Column I Municipal Finance Authority
Residential	3.9378	0.2870	0.2214	0.0332	-	0.3224	0.1747	0.0389	0.0002
Utilities	25.6419	1.0045	0.7747	0.1163	-	1.1285	0.6114	0.4830	0.0007
Supportive Housing	-	-	-	-	-	-	-	-	0.0002
Major Industry	72.7672	0.9758	0.7526	0.1130	-	-	0.5939	0.4830	0.0007
Light Industry	11.1080	0.9758	0.7526	0.1130	-	-	0.5939	0.1082	0.0007
Business/Other	11.1080	0.7032	0.5423	0.0814	1.3933	0.7899	0.4280	0.1082	0.0005
Managed Forest Land	7.9356	0.8610	0.6641	0.0997	-	-	0.5240	0.2262	0.0006
Recreational/Non Profit	2.8745	0.2870	0.2214	0.0332	-	-	0.1747	0.0389	0.0002
Farm	12.7915	0.2870	0.2214	0.0332	-	-	0.1747	0.0389	0.0002

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Item 9.2

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Transportation Parcel Tax Bylaw No. 4330 be read a first, second and third time.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

To:	Mayor Harrison and Members of Council
Date:	April 15, 2019
From:	Chelsea Van de Cappelle, Chief Financial Officer
Subject:	Transportation Parcel Tax

Recommendation

THAT: Bylaw No. 4330 cited as "City of Salmon Arm Transportation Parcel Tax Bylaw No. 4330" be given 3 readings.

Background

During the March 25, 2019 Regular Meeting of Council, Staff were directed to prepare a Transportation Parcel Tax Amendment Bylaw increasing the parcel tax to $150.00 per parcel. Attached for your reference is the memo and supporting documentation from this meeting.

Due to the number of legislation reference changes and clarifications throughout the bylaw, staff are recommending the original "District of Salmon Arm Transportation Parcel Tax Bylaw No. 3247" by repealed upon adoption of Transportation Parcel Tax Bylaw No. 4330.

The increase of $30.00 ($120.00 to $150.00) per parcel to the Transportation Parcel Tax will generate $238,000.00 in additional revenue. This increase has been included in 2019 to 2023 Financial Plan Amendment Bylaw No. 4322, presented for 3 readings today. The additional revenue generated has been directed to asphaltic overlays.

Respectfully Submitted,

Chelsea Van de Cappelle, CPA

8. STAFF REPORTS

4. Chief Financial Officer and Director of Engineering & Public Works - Transportation Parcel Tax - For Information

0186-2019

Moved: Councillor Eliason
Seconded: Councillor Wallace Richmond
THAT: that staff be directed to prepare a Transportation Parcel Tax Amendment Bylaw to increase the Transportation Parcel Tax to $150.00 per parcel.

CARRIED UNANIMOUSLY

CITY OF
SALMONARM

To:	Mayor Harrison and Members of Council
Date:	March 15, 2019
From:	Chelsea Van de Cappelle, Chief Financial Officer Robert Niewenhuizen, Director of Engineering and Public Works
Subject:	Transportation Parcel Tax

FOR INFORMATION

The Transportation Parcel Tax levy was established through a Council initiative, in 2003. After lengthy discussions relative to an increase in the 'Tax Rate' versus the implementation of a 'Transportation Parcel Tax' and various combinations thereof, Council resolved to implement a Transportation Parcel Tax to fund the road overlays portion of the Transportation Capital Budget and increase the tax rate by 3% for all other budget increases.

In past years, the Transportation Capital Budget was essentially the primary target for tax cuts; therefore it was the intent of Council to provide the Transportation function with a stable and 'dedicated' source of funding. Initially, it was envisioned that the levy would fund the asphaltic road overlays (starting at $400,000.00 and increasing to $900,000.00). At the time, Council indicated that they envisioned that the Transportation Parcel Tax would eventually fund the Transportation Capital program. Some individual Councillors felt it could also fund the entire transportation function, including operations and maintenance. Overall, however, Council felt any increase to the existing $60.00 parcel tax would be offset by a decrease in the general municipal levy by the same amount.

When considering the implementation of the Transportation Parcel Tax levy Council gave consideration to the following:

- Electorate expectations – the expectation that infrastructure is maintained to an adequate level;
- Community safety – that infrastructure is safe from hazards and disrepair;
- Asset protection – that infrastructure is adequately maintained throughout its life to minimize future reconstruction costs; and
- Economics of the community – essentially ability to pay. At the time, it was felt that because the class 6 properties (commercial) pay a higher rate of taxation – that a parcel tax provided a fairer approach than the ad valorem tax method.

The parcel tax was established at $60.00 per parcel or group of parcels of real property. A parcel means any lot, block or other area in which real property is held or into which is subdivided. The term parcel includes strata. Group of parcels means where a building or other improvement extends over more than one parcel of land, those parcels, if contiguous, may be treated by the

Assessor as one parcel and assessed accordingly. A parcel includes a strata unit, business or residential property that has a legal title attached to it and where each owner is deemed to own a portion of the parcel of the land. The parcel tax does not consider the 'size' of the parcel; it considers 'separate' legal ownership and if it has been assigned a 'separate' assessment by the BC Assessment Authority.

In 2009, Council approved an amendment to essentially exempt parcels assessed as Class 9 "only", parcels or groups of parcels assessed as Class 9 containing Class 1 farm buildings and parcels assessed only as Class 2 improvements.

Council's decision to implement the Transportation Parcel Tax was twofold.

- The first being equality - everyone uses the transportation infrastructure and everyone should contribute equally. Increasing the tax rate overall spreads the costs of the transportation network based on the assessed value of the property. The higher the assessment, the higher the portion of taxes the property owner will pay. This did not address the equal opportunity aspect. There are inequities within any tax system; however, it was felt that the parcel tax was more equitable than an overall tax increase.

  What is meant by "equal opportunity' is that everyone who lives within the boundaries of the City of Salmon Arm has the same opportunity as the next person to use the transportation infrastructure, whether or not they own a vehicle; or travel by transit bus, taxi, walk or through other means.

- The second being the protection of the tax monies collected. In the past, Council has increased taxes directly for transportation purposes only to have the funds cut and used for another purpose in a later year. A specific 'Transportation Parcel Tax' would secure funding for roads. The specific tax usage is legislated by bylaw and cannot be used for any other purpose. Hence, it would not go into the general 'coffers'. Council felt that road infrastructure is an important service. By collecting a parcel tax for the capital portion of the road infrastructure, the public can be assured that appropriate funding for roads would be allocated annually.

The 2019 budget currently reflects an allocation of $957,000.00 for asphaltic overlays ($120.00 per parcel). The 2008 Roadway Pavement Management Study indicated that the City's road rating had deteriorated to 78 from 90 in 2000. The last update to the report was completed in 2011. At the time the City's road rating had improved to 82, which is the high side of a "fair" rating. The report recommended that the City fund its road network (which includes asphaltic overlays) by $1.5 million annually to maintain the City's road rating. In order to bring the City's road network back to a "good" rating (between 85 and 100), the City would need to spend $2.5 million annually (Schedule 1 - excerpt from the 2008 Pavement Management Study).

This recommendation is based on the principle that the overall long term lifecycle cost of the existing road network is minimized by rehabilitating pavements before reconstruction and/or before extensive deep patching is required. This is achieved by setting a budget level that minimizes the length of the network that is in very poor condition and minimizes the cost of maintaining the network's asset value.

An update to the City's Pavement Management Plan was approved in 2018 and is currently underway with completion estimated to be April/May 2019. The consulting engineer updating the plan has given preliminary data indicating that the City's current road rating is below 50, which is on the low side of a "poor" rating. As roads deteriorate it becomes exponentially more expensive to restore them. It should be noted that this deterioration of the City's road network is as a result of a combination of factors – the cost increase of asphalt and labour and inadequate funding in past years.

The price per tonne of asphalt has steadily increased. Since 2007, the price of asphalt has increased on average 2.4% per year and inflation over the same period has increased on average by 1.4% per year. The annual budget has generally kept pace with inflation due to development (i.e. addition of newly taxable parcels), however has been eroded as a result of increasing asphalt and labour costs.

In addition to increasing costs, the Transportation Parcel Tax rate has not increased since 2009. In order to meet the 2011 minimum recommendations the City needs to set an annual funding level of $1.62 million ($1.5 million increased based on the BC CPI), this would result in a parcel tax equivalent to $205.00. In order to improve its network rating, annual funding would need to reach $2.7 million ($2.5 million increased based on the BC CPI); resulting in a parcel tax of $342.00.

It is recommended that Council increase the Transportation Parcel Tax to $150.00 per parcel (currently set at a rate of $120.00 per parcel). The intent is to increase sustainable funding for the repair and maintenance of the City's paved road network, which was the original intent of the parcel tax. This increase to the Transportation Parcel Tax will generate approximately $237,000.00 in additional revenue. While the recommended increase will equate to an annual budget of approximately $1.19 million in 2019, it is still significantly below the recommended funding level required to maintain the road network at its previous "fair" rating. Attached as Schedule 2 is the Transportation Parcel Tax increase/conversion implications for Council's information.

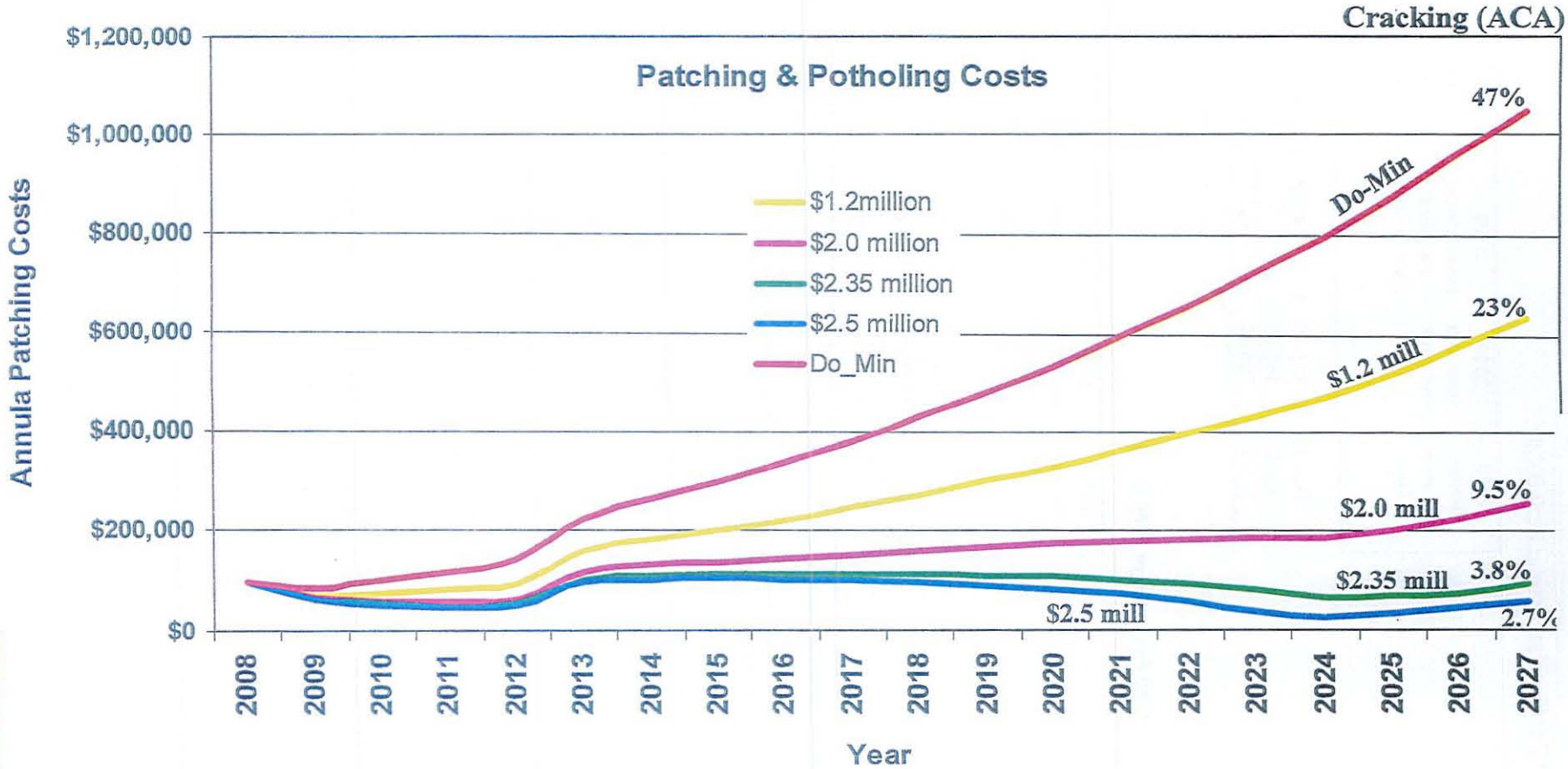
Respectfully Submitted,

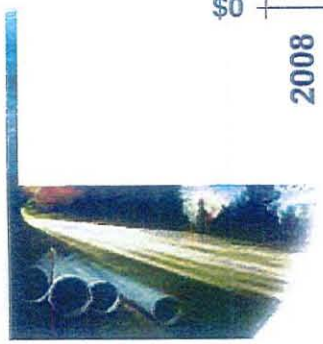
Chelsea Van de Cappelle, CPA

Robert Niewenhuizen, AScT

Analysis Results – Paved Road Deterioration

www.eba.ca





CREATING AND DELIVERING BETTER SOLUTIONS

Schedule 1

Note: The $30.00 increase ($120.00 to $150.00) to the Transportation Parcel Tax equates to a 1.37% advelorum tax increase.
Elimination of the existing Transportation Parcel Tax equates to a 5.47% advelorum tax increase.
This analysis does not consider the 2019 tax increase of 3.30% approved by Council in January.

Based on a Residential Dwelling Assessed at $150,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 605.40	$ 605.40	$ 638.52	$ 613.69
Transportation Parcel Tax	120.00	150.00	-	120.00
	725.40	755.40	638.52	733.69

$ (21.71) *Decrease*

Based on a Residential Dwelling Assessed at $250,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 1,009.00	$ 1,009.00	$ 1,064.19	$ 1,022.82
Transportation Parcel Tax	120.00	150.00	-	120.00
	1,129.00	1,159.00	1,064.19	1,142.82

$ (16.18) *Decrease*

Based on a Residential Dwelling Assessed at $300,000.00

	2018 Including Tran. Parcel Tax	Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 1,210.80	$ 1,210.80	$ 1,277.03	$ 1,227.39
Transportation Parcel Tax	120.00	150.00	-	120.00
	1,330.80	1,360.80	1,277.03	1,347.39

$ (13.41) *Decrease*

Based on a Residential Dwelling Assessed at $400,000.00

	2018 Including Tran. Parcel Tax	Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 1,614.40	$ 1,614.40	$ 1,702.71	$ 1,636.52
Transportation Parcel Tax	120.00	150.00	-	120.00
	1,734.40	1,764.40	1,702.71	1,756.52

$ (7.88) *Decrease*

Note: The $30.00 increase ($120.00 to $150.00) to the Transportation Parcel Tax equates to a 1.37% advelorum tax increase.
Elimination of the existing Transportation Parcel Tax equates to a 5.47% advelorum tax increase.
This analysis does not consider the 2019 tax increase of 3.30% approved by Council in January.

Based on a Commercial Property Assessed at $200,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 2,279.02	$ 2,279.02	$ 2,403.68	$ 2,310.24
Transportation Parcel Tax	120.00	150.00	-	120.00
	2,399.02	2,429.02	2,403.68	2,430.24

$ 1.22 *Increase*

Based on a Commercial Property Assessed at $300,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 3,418.53	$ 3,418.53	$ 3,605.52	$ 3,465.36
Transportation Parcel Tax	120.00	150.00	-	120.00
	3,538.53	3,568.53	3,605.52	3,585.36

$ 16.83 *Increase*

Based on a Commercial Property Assessed at $400,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 4,558.04	$ 4,558.04	$ 4,807.36	$ 4,620.49
Transportation Parcel Tax	120.00	150.00	-	120.00
	4,678.04	4,708.04	4,807.36	4,740.49

$ 32.45 *Increase*

Based on a Commercial Property Assessed at $500,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 5,697.55	$ 5,697.55	$ 6,009.21	$ 5,775.61
Tra[illegible]rtation Parcel Tax	120.00	150.00	-	120.00
	5,817.55	5,847.55	6,009.21	5,895.61

$ 48.06 *Increase*

Based on a Commercial Property Assessed at $1,000,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 11,395.10	$ 11,395.10	$ 12,018.41	$ 11,551.21
Transportation Parcel Tax	120.00	150.00	-	120.00
	11,515.10	11,545.10	12,018.41	11,671.21

$ 126.11 *Increase*

Based on a Commercial Property Assessed at $2,000,000.00

	2018 Including Tran. Parcel Tax	2019 Collect Addt'l Tran. Parcel Tax	2019 Eliminate Existing Tran. Parcel (5.47% Tax Incr.)	2019 Collect Addt'l Tran. Parcel (1.37% Tax Incr.)
Municipal Taxes	$ 22,790.20	$ 22,790.20	$ 24,036.82	$ 23,102.43
Transportation Parcel Tax	120.00	150.00	-	120.00
	22,910.20	22,940.20	24,036.82	23,222.43

$ 282.23 *Increase*

CITY OF SALMON ARM

BYLAW NO. 4330

A bylaw to impose a transportation parcel tax.

WHEREAS pursuant to Section 8 of the Community Charter, and the regulations passed pursuant thereto, the City of Salmon Arm may, by bylaw, operate a service that the Council considers necessary or desirable for all or part of the municipality;

AND WHEREAS the City of Salmon Arm has determined that it is necessary for the City to construct and operate a transportation network for the convenience and safety of the residents and businesses within the City;

AND WHEREAS Section 200 of the Community Charter allows the imposition of a parcel tax on all properties within the City, to fund all or part of the funding for the service;

NOW THEREFORE the Council of the City of Salmon Arm enacts as follows:

1. In this bylaw

   "Annual Costs" means the annual operating and maintenance, debt servicing and capital costs for the works.

   "Parcel" means any lot, block or other area in which real property is held or into which is subdivided and includes the right or interest of an occupier of land but does not include a highway or portion of a highway. The term parcel includes strata parcels.

   "Group of Parcels" means where a building or other improvement extends over more than one parcel of land and those parcels if contiguous, have been treated by the Assessor in accordance with the Assessment Act as one parcel and assessed accordingly shall be considered as one parcel for the purposes of this bylaw.

   "Collector" means the Collector of the Municipality duly appointed by the Council pursuant to the provisions of the Community Charter.

2. A parcel tax shall be imposed on each parcel or group of parcels of real property within the City of Salmon Arm, other than those that are exempt from the tax under this or another bylaw or enactment, as a single amount for each parcel.

3. The annual parcel tax shall be in the amount of $150.00 per parcel or group of parcels of real property with the exception of the following:

   a. Parcels assessed as Class 9 'only'. For these parcels, the parcel tax shall be $0.00 per parcel of real property;
   b. Parcels or groups of parcels assessed as Class 9 containing Class 1 farm buildings. For these parcels, the parcel tax shall be $0.00 per parcel of real property; and
   c. Parcels assessed 'only' as Class 2 improvements. For these parcels, the parcel tax shall be $0.00 per parcel of real property.

4. The parcel tax imposed under Section 2 of this bylaw shall be imposed in 2019 and each year thereafter.

5. The parcel tax is imposed under Section 2 of this bylaw for the purpose of recovering the annual costs of constructing and operating a transportation network for the convenience and safety of the residents and businesses within the City of Salmon Arm.

6. The Collector is hereby directed to prepare a parcel tax roll pursuant to Section 202 of the Community Charter.

7. "District of Salmon Arm Transportation Parcel Tax Bylaw No. 3247" and all previous versions, consolidations and amendments made thereto are repealed upon adoption of this Bylaw.

8. This bylaw may be cited for all purposes as **"City of Salmon Arm Transportation Parcel Tax Bylaw No. 4330".**

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

_____
MAYOR

_____
CORPORATE OFFICER

Item 9.3

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4334 be read a first and second time;

AND THAT: final reading be withheld subject to:

1. Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring a detached suite is not permitted; and

2. Confirmation that the proposed *secondary suite* in the existing single family dwelling meeting Zoning Bylaw and BC Building Code requirements.

[ZON-1147; Brown, C. & D. / Browne Johnson Land Surveyors; 1230 - 52 Avenue NE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: April 8, 2019

Subject: Zoning Bylaw Amendment Application No. 1147

Legal: Lot 10, Section 35, Township 20, Range 10, W6M, KDYD, Plan 31502
Civic Address: 1230 – 52 Avenue NE
Owner/Applicant: Brown, C. & D. / Browne Johnson Land Surveyors

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 10, Section 35, Township 20, Range 10, W6M, KDYD, Plan 31502 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:

1. **Registration of Section 219 *Land Title Act* covenant(s) registered on title ensuring a *detached suite* is not permitted; and**

2. **Confirmation that the proposed *secondary suite* in the existing single family dwelling meets Zoning Bylaw and BC Building Code requirements.**

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1230 – 52 Avenue NE (Appendix 1 and 2) and is under subdivision application (SUB-18.27) to create one new lot and a remainder. A proposed sketch plan of the subdivision (Appendix 3) has been provided. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the development a *secondary suite* on each of the proposed parcels.

BACKGROUND – SECONDARY SUITES

The parcel is designated Low Density Residential in the City's Official Community Plan (OCP), and zoned Single Family Residential (R-1) in the Zoning Bylaw (Appendix 4 & 5). The subject parcel is located in the "Raven" residential neighbourhood, largely comprised of R-1 zoned parcels containing single family dwellings. There are currently four R-8 zoned parcels within the proximity of the subject parcel, including the parcel directly to the east.

The subject parcel was recently before Council related to a variance application (VP-493) which was approved including a reduced panhandle width at a point adjacent the southeast corner of the existing house. The property is approximately 0.259 ha in size, and it is intended that the existing single family dwelling will be retained on the Remainder Lot, while a new lot will be created as shown in the attached sketch plan (Appendix 3). Site photos are attached as Appendix 6.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property has potential to meet the conditions for the development of a *detached suite*, including sufficient space for additional off-street parking stalls.

COMMENTS

Engineering Department

No concerns with rezoning. Comments provided with SUB-18.27 and VP-493.

Building Department

BC Building Code requirements must be met to construct a *secondary suite*.

Fire Department

No concerns.

Planning Department

In response to the concerns of neighbours noted during the variance application process, the applicant has offered to restrict future development through a covenant registered on title eliminating the option of a detached suite included in the motion for consideration. This measure has been suggested as a measure to limit potential impacts on neighbouring properties.

In relation to the existing house, during the variance application process staff became aware of an existing secondary suite within the existing single family dwelling without any record of a Building Permit. Confirmation will be required that the secondary suite in the existing single family dwelling meets BC Building Code requirements, included in the motion for consideration as is standard practice with such applications.

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.

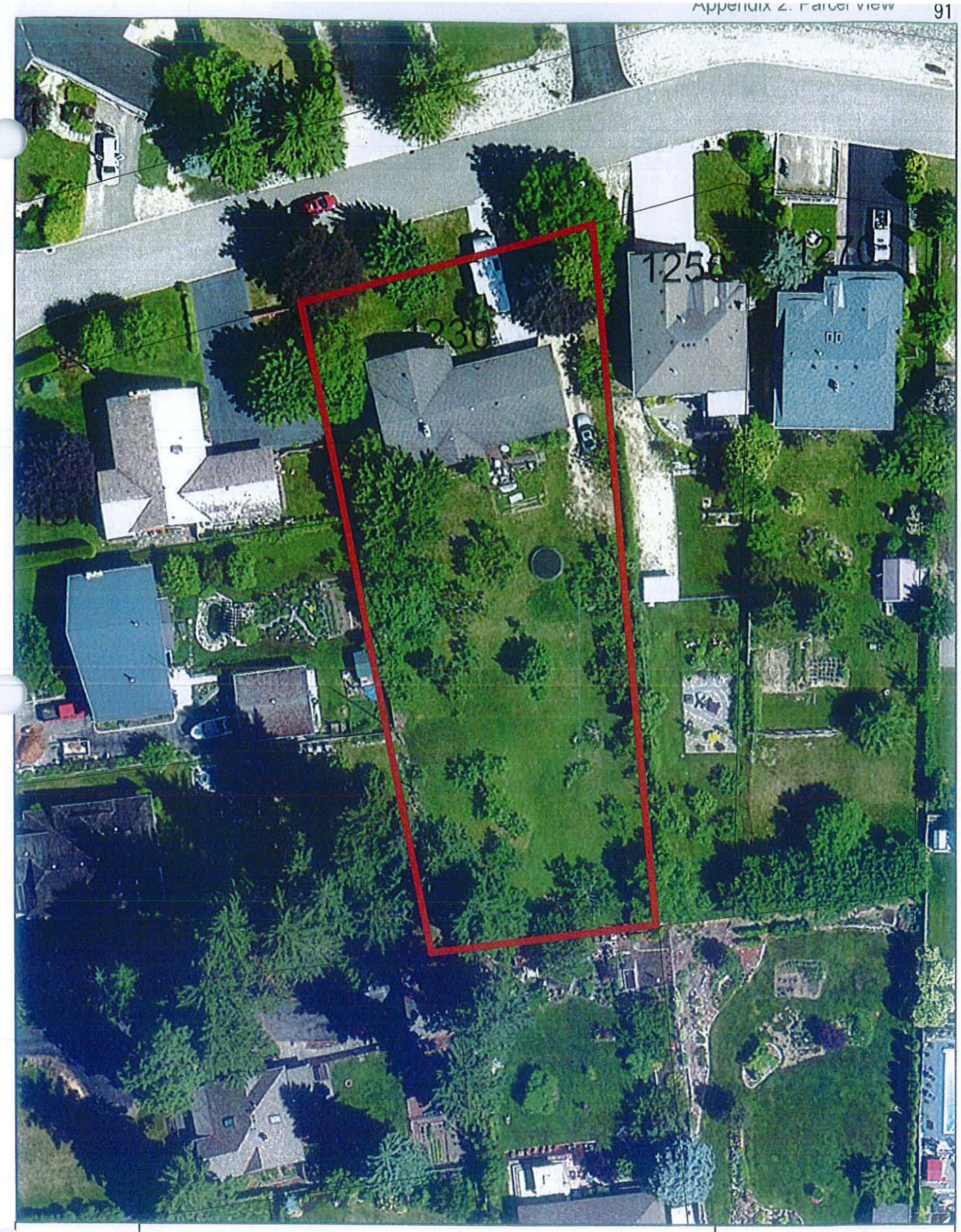
Prepared by: Chris Larson, MCP
Planning and Development Officer

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

N

0 45 90 180 270 360 Meters

Subject Parcel



N

0 5 10 20 30 40 Meters

Subject Parcel

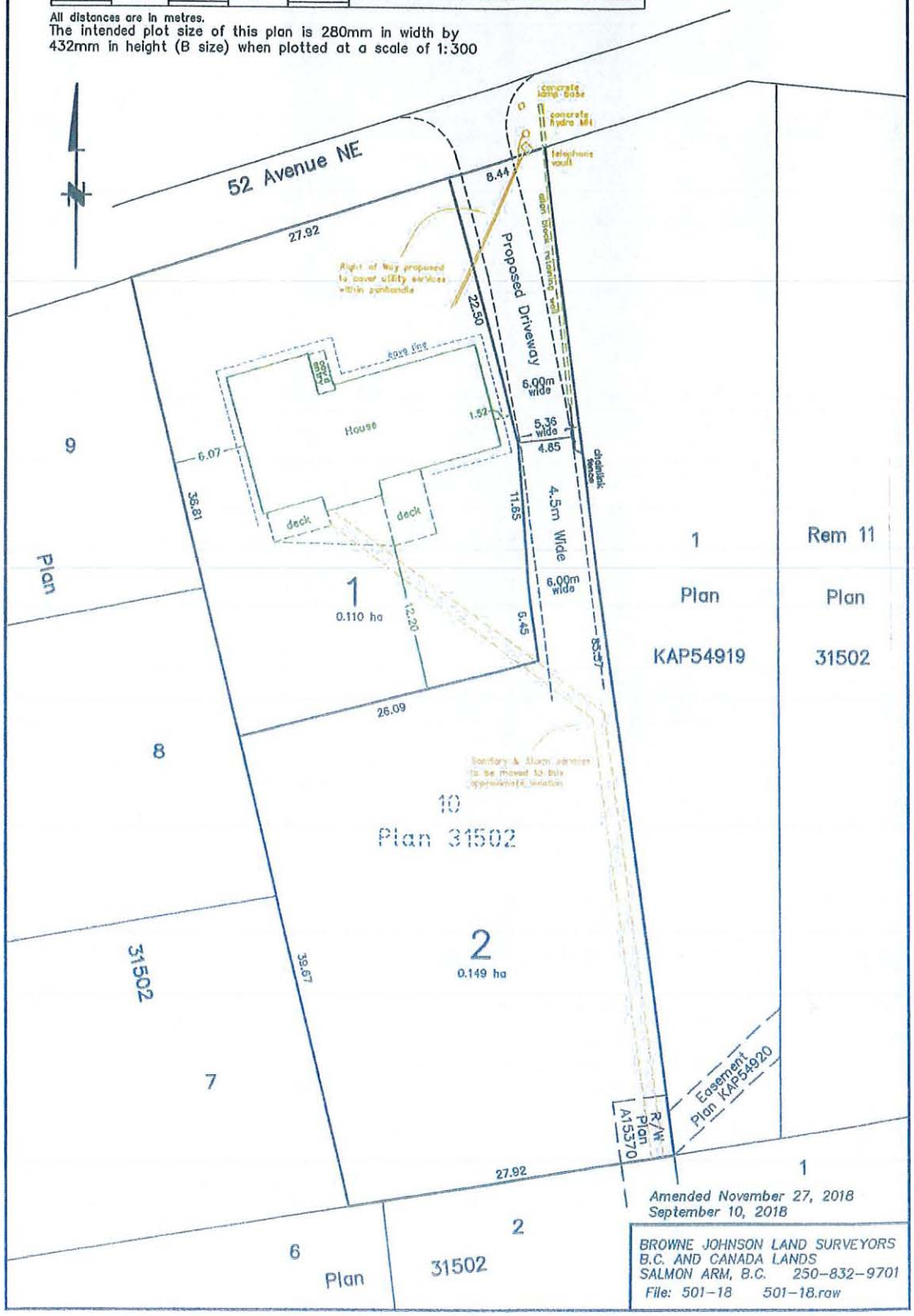
Sketch Plan of Proposed Subdivision of Lot 10, Sec 35, Tp 20, R 10, W6M, KDYD, Plan 31502

Scale 1:300

BCGS 82L.084

25 0 25

All distances are in metres.
The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:300



N

0 10 20 40 60 80 Meters

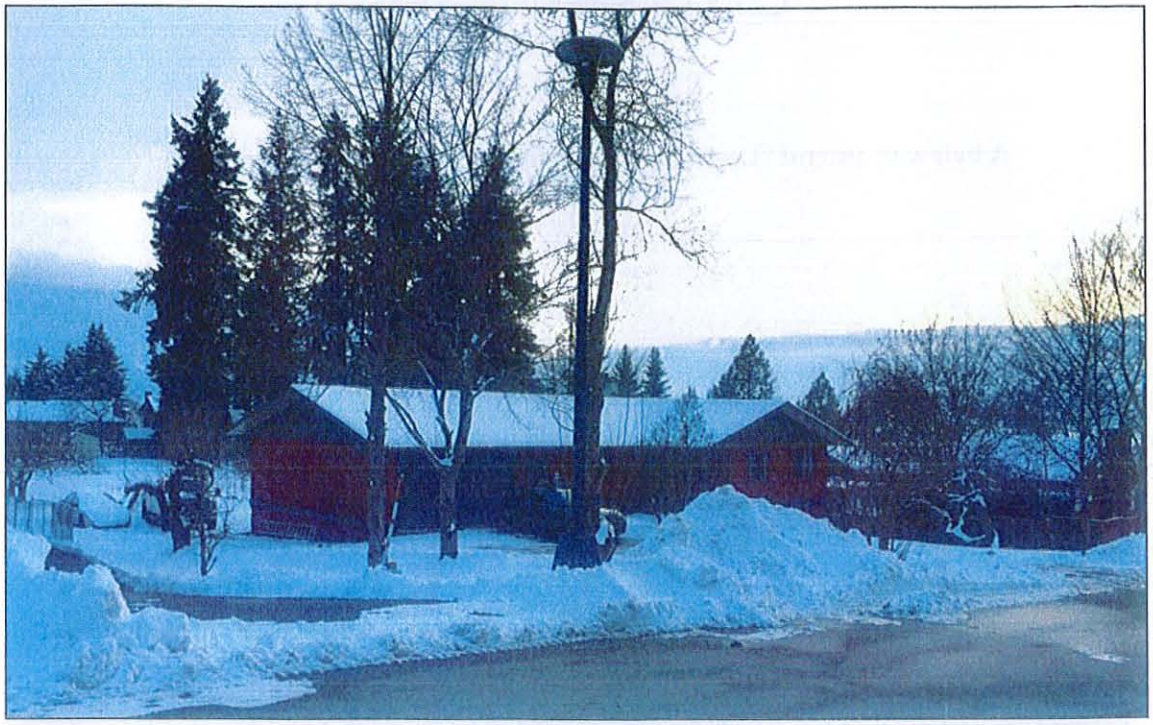
Acreage Reserve

Park

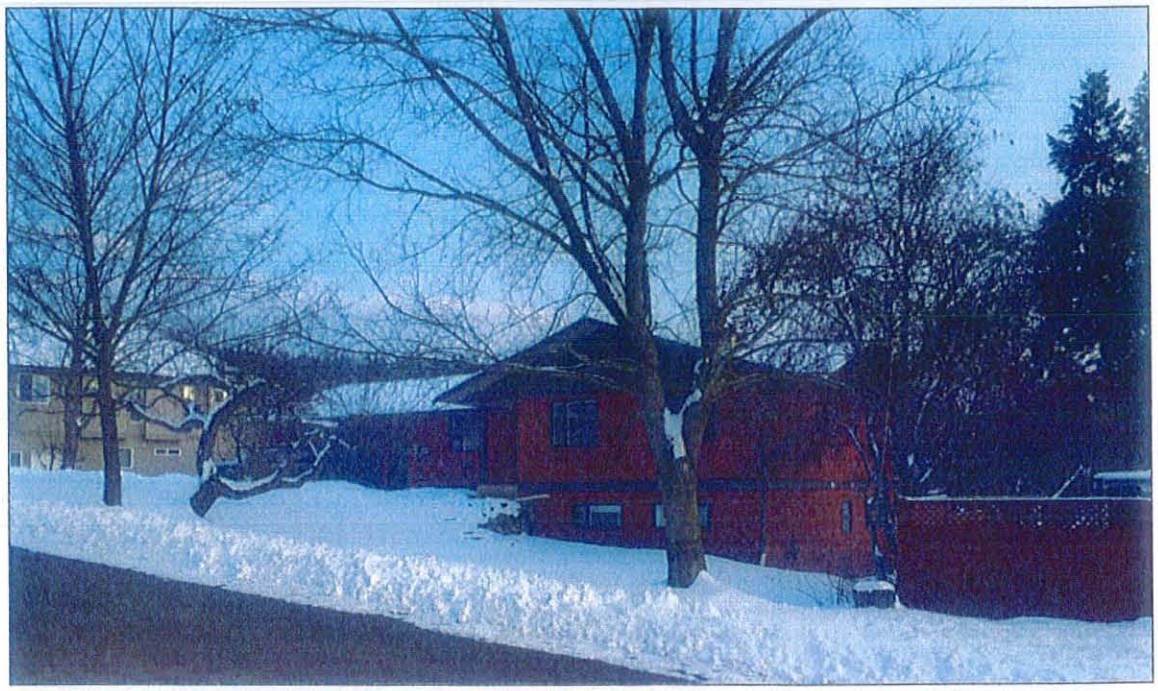
Low Density Residential

Subject Parcel

A-3
A-3
A-2
R-1
R-8
R-8
R-8
R-8
P-1
N
0 25 50 100 150 200
Meters
Subject Parcel



View southwest of subject parcel from 52 Avenue NE.



View southeast of subject parcel from 52 Avenue NE.

CITY OF SALMON ARM

BYLAW NO. 4334

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 , 2019 at the hour of 7:00 p.m. was published in the and , 2019 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 10, Section 36, Township 20, Range 10, W6M, KDYD, Plan 31502 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.

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4334**"

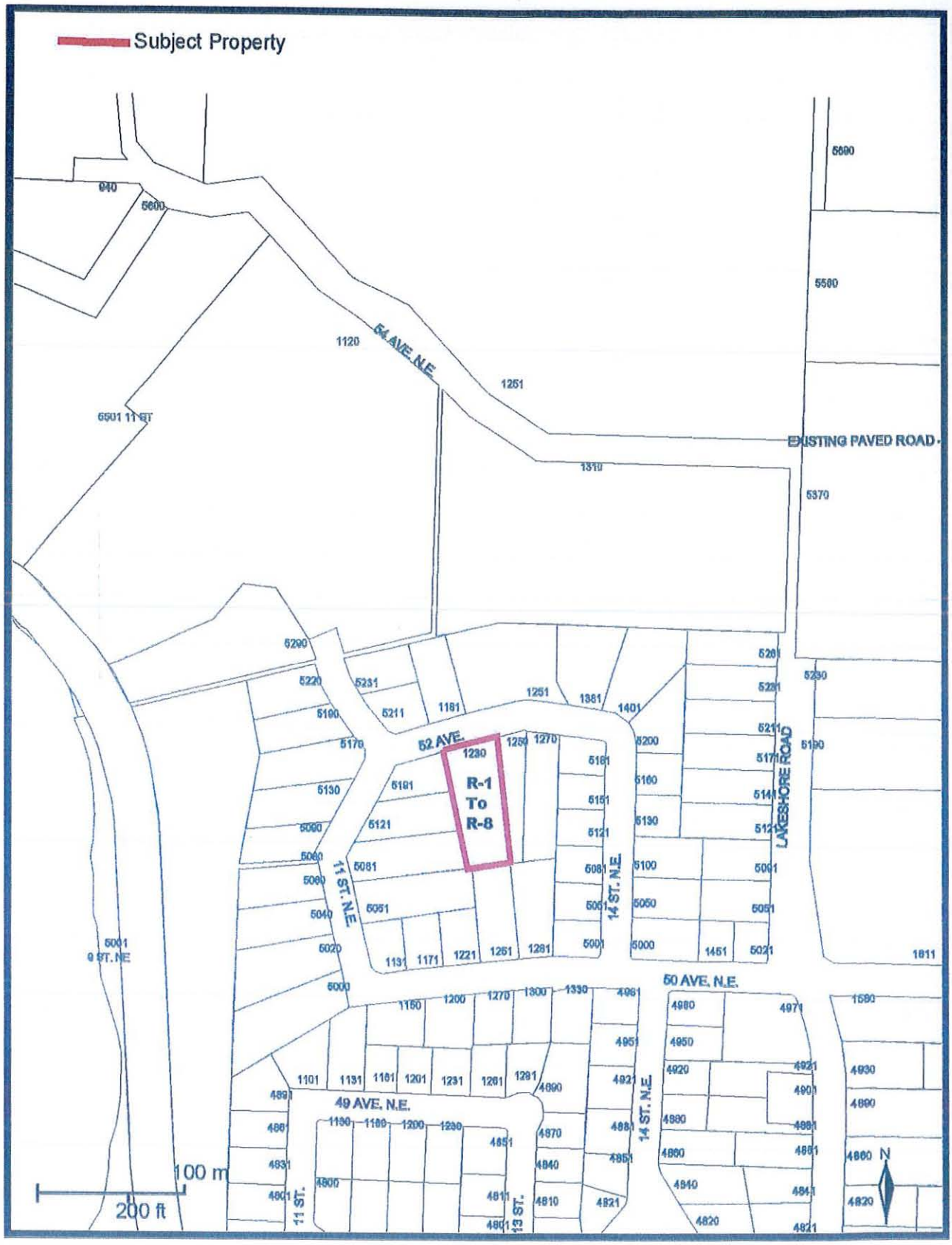
READ A FIRST TIME THIS	DAY OF	2019
READ A SECOND TIME THIS	DAY OF	2019
READ A THIRD TIME THIS	DAY OF	2019
ADOPTED BY COUNCIL THIS	DAY OF	2019

MAYOR

CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4334

SCHEDULE "A"



Item 9.4

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4335 be read a first and second time.

[ZON-1149; 0815605 BC Ltd. / Raspberry, W.; 1441 – 20 Avenue SE; R-1 to R-8]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: April 16, 2019

Subject: Zoning Bylaw Amendment Application No. 1149

Legal:	Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19098
Civic:	1441 – 20 Avenue SE
Owner:	0815605 BC Ltd.
Applicant:	Raspberry, W.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19098 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 1441 - 20 Avenue SE (Appendix 1 and 2), is approximately 1.5 acres (6081 square metres) in area, and contains an existing single family dwelling. The proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the future construction and use of a *secondary suite*. Although there are no detailed plans at this time, the lot is large enough to accommodate either a *secondary suite* or a *detached suite*.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The subject parcel is located in an area largely comprised of R-1 and A-2 zoned parcels containing single family dwellings, and has future subdivision potential (an old pre-plan involving the lot to the east and a recent concept for a 7-lot bare land strata subdivision are attached as Appendix 5). There are presently 18 R-8 zoned parcels within the vicinity of the subject parcel. The properties located along the south side of 20 Avenue SE are in the Rural Area and ALR, with A-2 zoning that allows for secondary suites.

Site photos are attached as Appendix 6.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to easily meet the conditions for the development of a *secondary suite* (or *detached suite*), including sufficient space for an additional off-street parking stall.

COMMENTS

Engineering Department

No objections to the proposed rezoning. Comments attached as Appendix 7.

Building Department

BC Building Code will apply. A Building Permit application will be required to create a secondary suite.

Fire Department

No concerns.

Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development and has more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking. Any development of a secondary suite would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

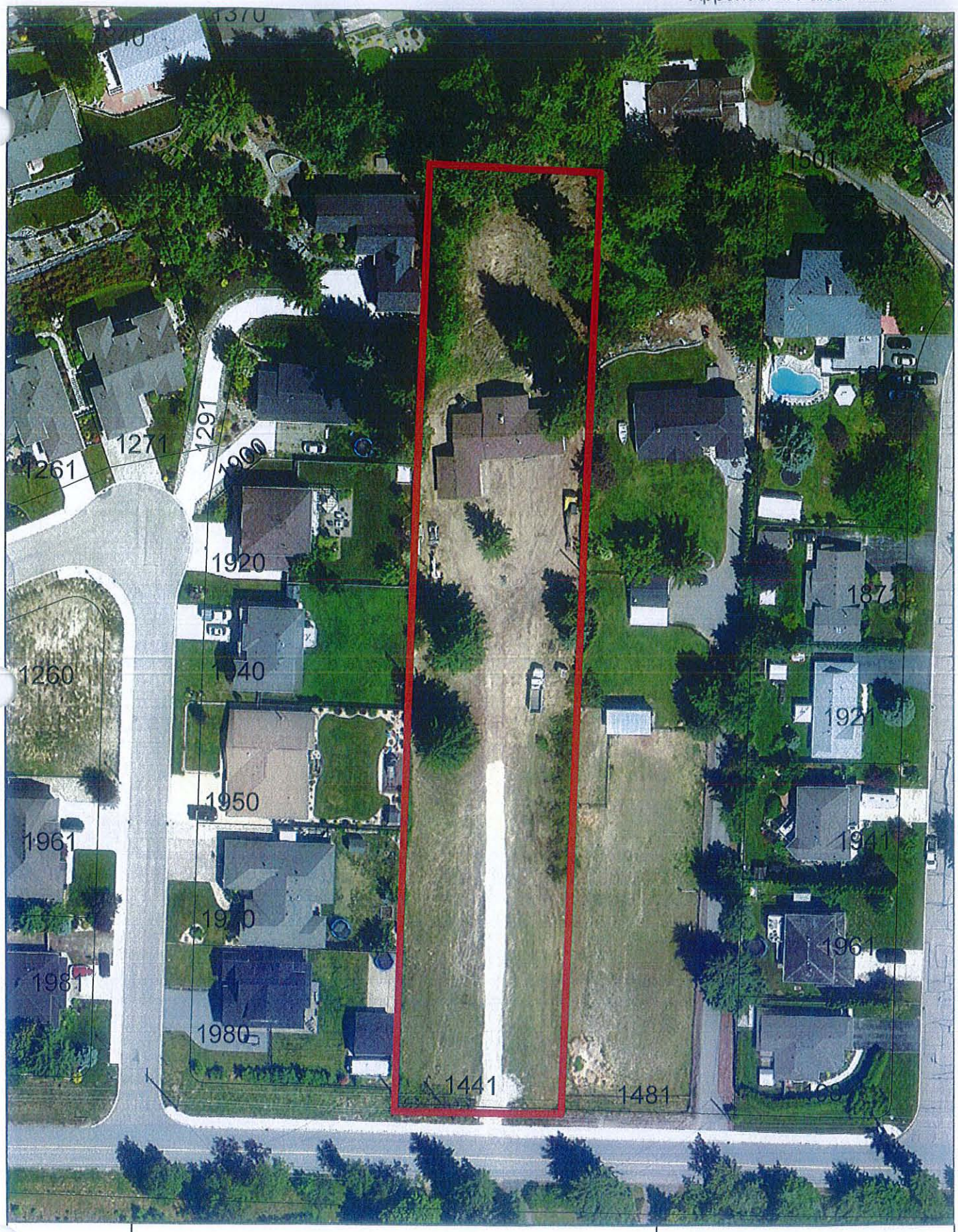
Prepared by: Chris Larson, MCP
Planner

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

N

0 37.5 75 150 225 300 Meters

Subject Parcel



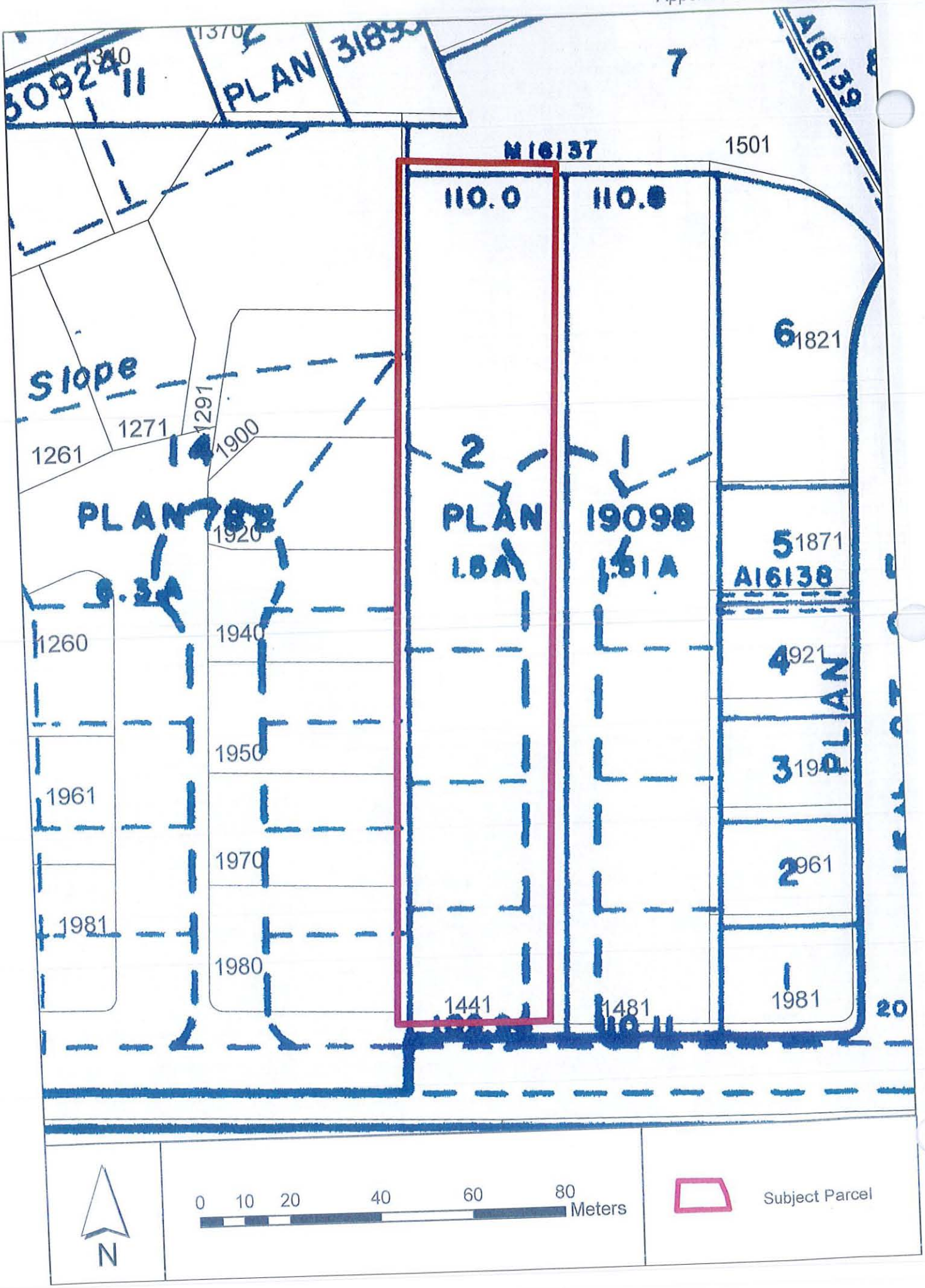
N

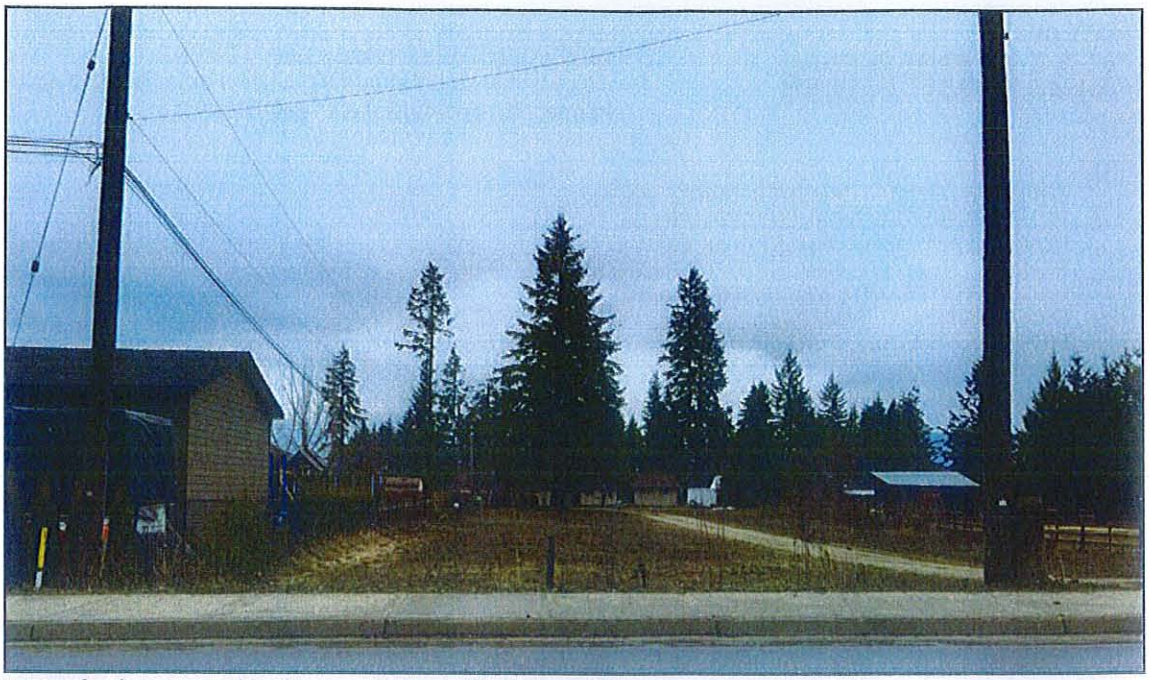
0 10 20 40 60 80 Meters

Subject Parcel

N
0 20 40 80 120 160
Meters
Subject Parcel
Low Density Residential
Acreage Reserve
Park

R-8
R-1
R-7
P-1
A-3
A-2
N
0 37.5 75 150 225 300
Meters
Subject Parcel


PLAN
7
A16139
M16137
1501
110.0
110.0
6 1821
Slope
1291
1271
1900
1261
2
PLAN 19098
1.6A
1.61A
5 1871
A16138
1920
1940
1260
4 921
1950
3 19
1961
1970
2 961
1981
1980
1441
1481
1981
20
0 10 20 40 60 80
Meters
N
Subject Parcel



View of subject parcel looking north from 20 Avenue SE.

View of subject parcel looking north-west from 20 Avenue SE.

CITY OF
SALMON ARM

DEVELOPMENT SERVICES DEPARTMENT
Box 40, 500 - 2nd Avenue NE, Salmon Arm, BC, V1E 4N2
Phone: 250-803-4021 FAX: 250-803-4041

TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
PLANNING AND DEVELOPMENT OFFICER (Jon)
PLANNING AND DEVELOPMENT OFFICER (Wes)
PLANNING AND DEVELOPMENT OFFICER (Chris)
MANAGER OF PERMITS & LICENSING (Maurice)
FIRE DEPARTMENT (Brad)
ENGINEERING & PUBLIC WORKS DEPARTMENT (Rob, Jenn & Shelly)
BC HYDRO, via email utilities group
FORTISBC, via email utilities group
TELUS, via email utilities group
SHAW CABLESYSTEMS, via email utilities group

REFERRAL:

DATE:	March 4, 2019
OWNER:	**0815605 BC Ltd.**, 941 Harbourfront Drive NE, Salmon Arm, BC V1E 3L4
APPLICANT:	**Owner(s)**
SUBJECT:	**ZONING AMENDMENT APPLICATION FILE NO. ZON-1149**
LEGAL:	Lot 2, Section 12, Township 20, Range 10, W6M KDYD, Plan 19098
CIVIC:	**1441 – 20 Avenue SE**

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

OCP Designation:	LR (Low Density Residential)
OCP Designation Requested:	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.

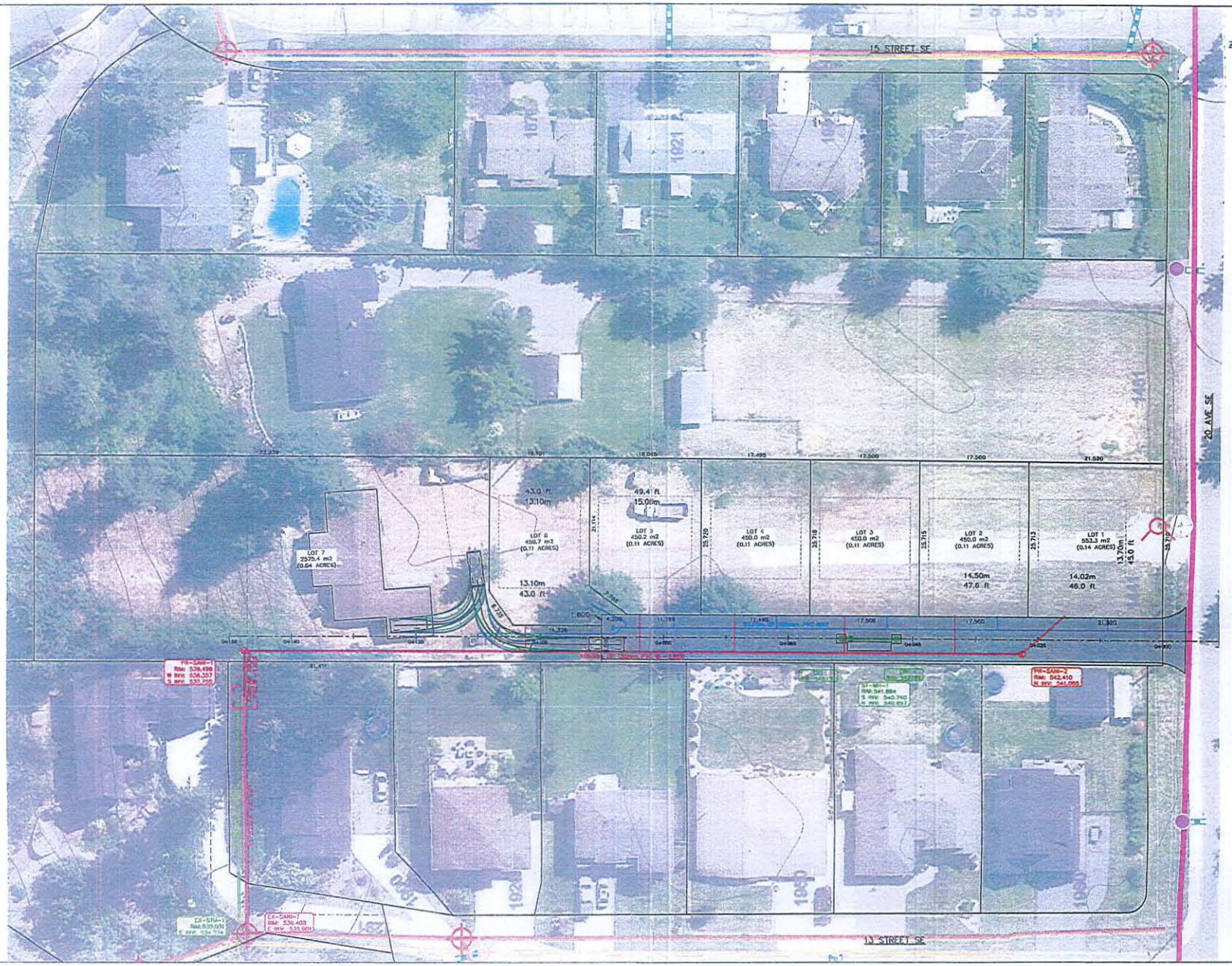
Kevin Pearson, MCIP, RPP
Director of Development Services

COMMENTS for ZON-1149:

NO ENGINEERING CONCERNS.
AT BP STAGE OWNER WILL BE REQUIRED TO UPGRADE WATER SERVICE TO 1" (CURRENTLY ½") & INSTALL WATER METER IN A PIT AT PROPERTY LINE.

SIGNATURE:

DATE: 13/03/19



LEGEND

PROPOSED

- ELEVATION
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- GATE VALVE
- STM INSPECTION CHAMBER
- SAN INSPECTION CHAMBER
- SANITARY SEWER
- STORM SEWER
- WATER MAIN
- GAS
- TEL & CABLE TV
- HYDRO
- FIRE HYDRANT
- FORCE MAIN
- END CAP
- WHEEL CHAIR RAMP
- DRIVEWAY LETDOWN
- SIGN BASE
- CANADA POST MAIL BOX
- BLOW OFF VALVE
- WATER RUNOFF PATH

NO.	DATE	DESCRIPTION	BY
0	28/FEB/2019	ISSUED FOR DISCUSSION	JAW

REVISIONS

DESIGN: JAW
DRAWN: JAW
DATE: FEB 8, 2019
CHECKED: JJF
SEAL
P.ENG: JASON WICKNER
SCALE: 0 HZ 1:300 15

FRANKLIN ENGINEERING LTD.
250.832.8380 • www.franklinengineering.c

1441 20 AVE SE

PROPOSED SUBDIVISION

PRELIMINARY SITE PLAN

PROJECT No. 19-009

SHEET 1 OF 1

DWG. No. SK-01

REV. 0

CITY OF SALMON ARM

BYLAW NO. 4335

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 , 2019 at the hour of 7:00 p.m. was published in the and , 2019 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 2, Section 12, Township 20, Range 10, W6M, KDYD, Plan 19098 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.

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4335"**

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

_____
MAYOR

_____
CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4335

SCHEDULE "A"

Item 9.5

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4336 be read a first and second time.

[ZON-1150; Text Amendment; R-4 and R-5 Zones]

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

From: Development Services Department

Date: April 10, 2019

Subject: Zoning Amendment Application No. 1150

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1. **Section 9.3 - Add the defined terms *Assisted Living Housing* and *Dining Area* to the list of Permitted Uses in the R-4 - Medium Density Residential Zone and renumber the balance of Section 9.3 accordingly; and**

2. **Section 9.11 - Add a new Section 9.11.3 which would state:**
   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) for the provision of *Assisted Living Housing*.

AND THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1. **Section 10.3 - Add the defined terms *Assisted Living Housing* and *Dining Area* to the list of Permitted Uses in the R-5 - High Density Residential Zone and renumber the balance of Section 10.3 accordingly; and**

2. **Section 10.11 - Add a new Section 10.11.3 which would state:**
   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) for the provision of *Assisted Living Housing*.

STAFF RECOMMENDATION

That the motion for consideration be adopted.

PROPOSAL

The purpose of this application is to add the existing defined terms "*Assisted Living Housing*" and "*Dining Area*" as permitted uses to the R-4 Medium Density and R-5 High Density Residential Zones in order to broaden the range of housing options within these two zones. The current R-4 and R-5 zone regulations are attached (Appendix 1 & 2) for reference. The proposed text amendments are supported by the Official Community Plan (OCP) Urban Residential Objectives and Policies. OCP and zoning maps of high and medium density areas are attached (Appendix 3 & 4).

Recently, CMHA were approved funding from BC Housing for a proposed approximately 70 units of affordable rental housing for families, seniors and people with disabilities at 250 5th Avenue South West. These units meet the definition of *multiple family housing* permitted in the R-5 zone. BC Housing is currently exploring the opportunity to build approximately 40 additional units with on-site supports on the same property. If this Zoning Bylaw Amendment is adopted by City Council, these additional units would be permitted at this site (please see cover letters and fact sheet attached as Appendix 8).

BACKGROUND

The land use *assisted living housing* was adopted into the Zoning Bylaw in June 2002. The use was included in the first Comprehensive Development (CD) Zone in the City for the "Piccadilly Terrace" Development located at 810 - 10 Street SW (ZON-727). Since that time, three other CD zones (CD-2, CD-4, and CD-14 provided as Appendix 5) have been created for *assisted living housing* developments: Lakeside Manor, Lander's Lodge and Andover Terrace (locations identified on map attached as Appendix 6, with site photos attached as Appendix 7).

When the first assisted living housing development was proposed in the City, the Provincial government had been initiated a trend of privatizing various types of residential care facilities. In response, staff created the *assisted living housing* land use definition with the primary intention for it to be consistent with Provincial guidelines while fitting within the Medium and High Density Residential Land Use designated areas of the OCP.

A second intention was to provide some flexibility with the use and definition by referring to both private and public care facilities. Up until the *assisted living housing* use was adopted, a residential care facility was only permitted within the Institutional P-3 zone under the Zoning Bylaw's definition of *rest home.*

Italicized terms are defined in the Zoning Bylaw within Section 2. *Assisted Living Housing* is defined in Section 2 of the Zoning Bylaw. As a component of a zoning bylaw, this broad definition addresses land use and does not have any associated background requirements for tenants nor does it address any socio-economic conditions.

Assisted Living Housing means:

> housing intended for both independent and semi-independent living in the form of either *congregate housing*, *dwelling units*, *sleeping units*, or any combination thereof, within which is provided for the exclusive use of the occupants, their families and guests, daily common meal preparation using commercial cooking facilities, ***dining area*** and laundry facilities. *Assisted living housing* may or may not accommodate health services such as nursing care, home support, rehabilitative and transportation services.

Nested within the above, the provision of a *dining area* is a required amenity in an assisted living housing development; in 2002 this provision was consistent with Interior Health's minimum standards for a commercial kitchen and dining area.

Dining Area is defined as:

> a common area allocated exclusively for dining purposes of sufficient size to accommodate all of the residents of an assisted living housing complex, which has not less than 1.4 square metres of floor area per unit.

Over the years, staff has intended on proposing to add *assisted living housing* as an outright permitted use in the R-4 and R-5 zones. However, the CD zoning method ended up being a convenient and practical way to evaluate and tailor each of the 4 CD zones specifically to the particular property under consideration, with specialized setbacks, site coverage, buildings heights, and site characteristics. The commonality with all four CDs is the inclusion of *assisted living housing* as a permitted use, a minimum parking ratio of 1 stall / 3 units, and density bonusing.

COMMENTS

Engineering Department

No Engineering concerns.

Fire Department

No Fire Department concerns.

Building Department

No concerns with rezoning.

Planning Department

This proposal involves text amendments to add the permitted uses to all R-4 and R-5 zoned parcels of land within the City. Currently, there is land with R-4 and R-5 zoning throughout the central residential area of the city (there are also currently 3 R-4 Zoned parcels in Canoe). These zones align with the Medium and High Density Residential Development areas designated by the OCP, thus development within these areas is subject to a Development Permit application to ensure that proposals meet the Residential Development Permit Area form and character guidelines.

Official Community Plan

In terms of general OCP policies, the Growth Management and Social Services policies both consider *assisted living housing*.

Under the topic of Growth Management, OCP policy 4.4.12 states that the City will continue to improve community services and quality of life through a range of actions including support continued cooperation in the provision of community facilities (e.g. community care, assisted living facilities). Under the OCP's Social Services Policies, 15.3.20 encourages the City to work in a cooperative and supportive capacity with federal, provincial, and non-profit service providers, while 15.3.22 recognizes that social issues may include affordable and accessible housing.

This proposal affects lands within the Medium and High Density Residential Development areas designated by the OCP. Generally speaking, these are lands in the core residential area of the city mostly south of the TCH corridor, but also affecting areas around the uptown commercial node and within Canoe. In terms of the OCP policies most relevant to residential lands and *assisted living housing*, the Urban Residential Objectives listed under Section 8.2 of the OCP are stated as to:

> *8.2.1 Provide opportunities for a variety of housing types and densities in appropriate locations to accommodate diverse lifestyles and needs.*
>
> *8.2.2 Encourage and support affordable and special needs housing, including options for the community's diverse populations*
>
> *8.2.3 Encourage residential development the will support strong neighbourhoods in compact communities.*

Furthermore, OCP policies 8.3.9 and 8.3.11 provide density provisions for *Assisted Living Housing* on Medium and High Density Residential lands: up to 80 units per hectare of *Assisted Living Housing* are permitted within Medium Density areas, while up to 200 units of *Assisted Living Housing* per hectare are permitted within High Density areas. Staff are not suggesting a corresponding amendment to the R-4 and R-5 zone densities to match this provision, rather that *Assisted Living Housing* be afforded the same density bonus provisions already in place in those zones as described in the Motion for Consideration.

To achieve the higher densities for *Assisted Living Housing* envisioned by the OCP, staff suggest that a CD zone and associated Zoning application process would be the best procedure to carefully consider such densities with respect to the specific sites under application. This aligns with the procedure followed in the past for the current CD zones including the *Assisted Living Housing* use.

The proposed addition of uses to the R-4 and R-5 zones is consistent with OCP Policy. The same policies have been considered favourable to City staff and Council when supporting the comprehensive development zoning for the various existing *Assisted Living Housing* developments, which allow the use.

Assisted Living Housing Zoning

Assisted Living Housing and *Dining Area* are both defined land uses that have been included in the Zoning Bylaw since 2002. As envisioned by the OCP, it has been the intent of staff to include these uses in the corresponding R-4 and R-5 zones for some time.

The general approach towards proposals involving these uses up until this time has been to incorporate these uses into custom Comprehensive Development (CD) zones, with 4 such CD zones permitting *Assisted Living Housing* (staff note that additional forms of assisted living housing also currently exists on Institutionally zoned lands). Given the various specific site considerations involved in such developments, this approach has worked well, however staff feel that a more inclusive approach would be supportive given the context of the current housing market.

Restriction by Definition

A range of residential uses are presently permitted in the R-4 and R-5 zones including *duplexes* (only R-4), *triplexes* and *multiple family dwellings.* Given that *Assisted Living Housing* is not presently listed as a permitted use in either R-4 or R-5, as a defined term in the Zoning Bylaw it is restricted from these zones despite likely having a potentially similar form and character to the permitted residential uses.

The following residential uses and definitions of the Zoning Bylaw are provided to illustrate how these residential uses in the current R-4 and R-5 zones are regulated and restricted:

> ***BOARDING HOME*** *means a residential occupancy which is the operator's residence, in which the operator supplies, for a fee, lodging and may supply meals, for not more than eight [8] boarders, exclusive of the operator and immediate family. Lodging is limited to sleeping units with no cooking facilities. The operator may not provide meals to persons other than the boarders. The boarders are intended to be independent persons who do not require care.*
>
> ***DUPLEX*** *means any building divided into two dwelling units.*
>
> ***MULTIPLE FAMILY DWELLING*** *means any building consisting of four or more dwelling units.*
>
> ***ROOMING HOUSE*** *means a building of residential occupancy (as defined by the B.C. Building Code) in which the operator supplies, for a fee, lodging and may supply meals, for up to 12 boarders. Lodging is limited to sleeping units with no cooking facilities. The operator may not provide meals to persons other than the boarders. The boarders are intended to be independent persons who do not require care. A dwelling unit for the operator is permitted as an accessory use within the rooming house building. The property owner or operator must reside on-site.*
>
> ***TRIPLEX*** *means any building divided into three dwelling units.*

Considering the above definitions, it can be seen that *Assisted Living Housing* is a complimentary residential use that may further serve the needs of the community, aligned with the existing permitted uses of residential lands in the R-4 and R-5 zones.

Development Permit

All of the parcels currently zoned R-4 and R-5 are included within the Residential Development Permit Area of the OCP. This Development Permit Area as described within the OCP provides form and character guidelines for development. Any significant redevelopment or future development within current R-4 and R-5 zones resulting from this proposed zoning amendment would require submission of a Development Permit Application to ensure these guidelines are met.

CONCLUSION

The proposed addition of the uses to the R-4 and R-5 zones is consistent with the OCP and is therefore supported by staff. This proposal will further enable supportive residential uses within existing residential areas of the City in closest proximity to existing services.

Chris Larson, MCP
Planning and Development Officer

Kevin Pearson, MCIP, RPP
Director of Development Services

SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE

Purpose

#2789 #3740 9.1 The purpose of the R-4 Zone is to provide for medium *density*, *multiple family* and small lot *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*:

.1 *bed and breakfast* in a *single family dwelling*, limited to two let rooms;
.2 *boarders*, limited to two;
#2789 .3 *boarding home*;
.4 *commercial daycare facility*;
.5 *duplexes*;
#3082 .6 *family childcare facility*;
#3083 .7 *group childcare;*
#2782 .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

#2811 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

#3740 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 Nothwithstanding 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	*Front parcel line*	
	- adjacent to a *highway* shall be	5.0 metres (16.4 feet)
	- adjacent to an *access route* shall be	2.0 metres (6.6 feet)
.2	*Rear parcel line*	
	- adjacent to a *parcel zoned* R-4 shall be	3.0 metres (9.8 feet)
	- all other cases shall be	5.0 metres (16.4 feet)
.3	*Interior side parcel line*	
	- adjacent to a *parcel zoned* R-4 shall be	1.2 metres (3.9 feet)
#3475	- all other cases shall be	1.8 metres (5.9 feet)
.4	*Exterior side parcel line*	
	- adjacent to a *highway* shall be	5.0 metres (16.4 feet)
	- adjacent to an *access route* shall be	2.0 metres (6.6 feet)
.5	Minimum separation between residential *buildings* 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 *buildings* 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).

#2811 .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

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)

#2811 .5 Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply.

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.

#2789 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.

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 *commercial daycare facility* 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 *grade* 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 *dwelling unit*	▪ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental *dwelling units* in accordance with special agreement under Section 904 (93218)	▪ 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.

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:*

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

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 *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*.

.2 The above *parcel coverage* may be increased to 70% of the *parcel area* 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	*Front parcel line* shall be	5.0 metres (16.4 feet)
.2	*Rear parcel line* shall be	5.0 metres (16.4 feet)
.3	*Interior side parcel line* shall be	2.4 metres (7.8 feet)
.4	*Exterior side parcel line* shall be	5.0 metres (16.4 feet)
#2811 .5	Refer to Section 4.9 for "Special Building Setbacks" which may apply.	

Minimum Setback of Accessory Buildings

10.10 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	1.0 metre (3.3 feet)
.4	*Exterior side parcel line* shall be	5.0 metres (16.4 feet)
#2811 .5	Refer to "Pound and Animal Control Bylaw" for special setbacks which may apply.	

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.

#2739 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.

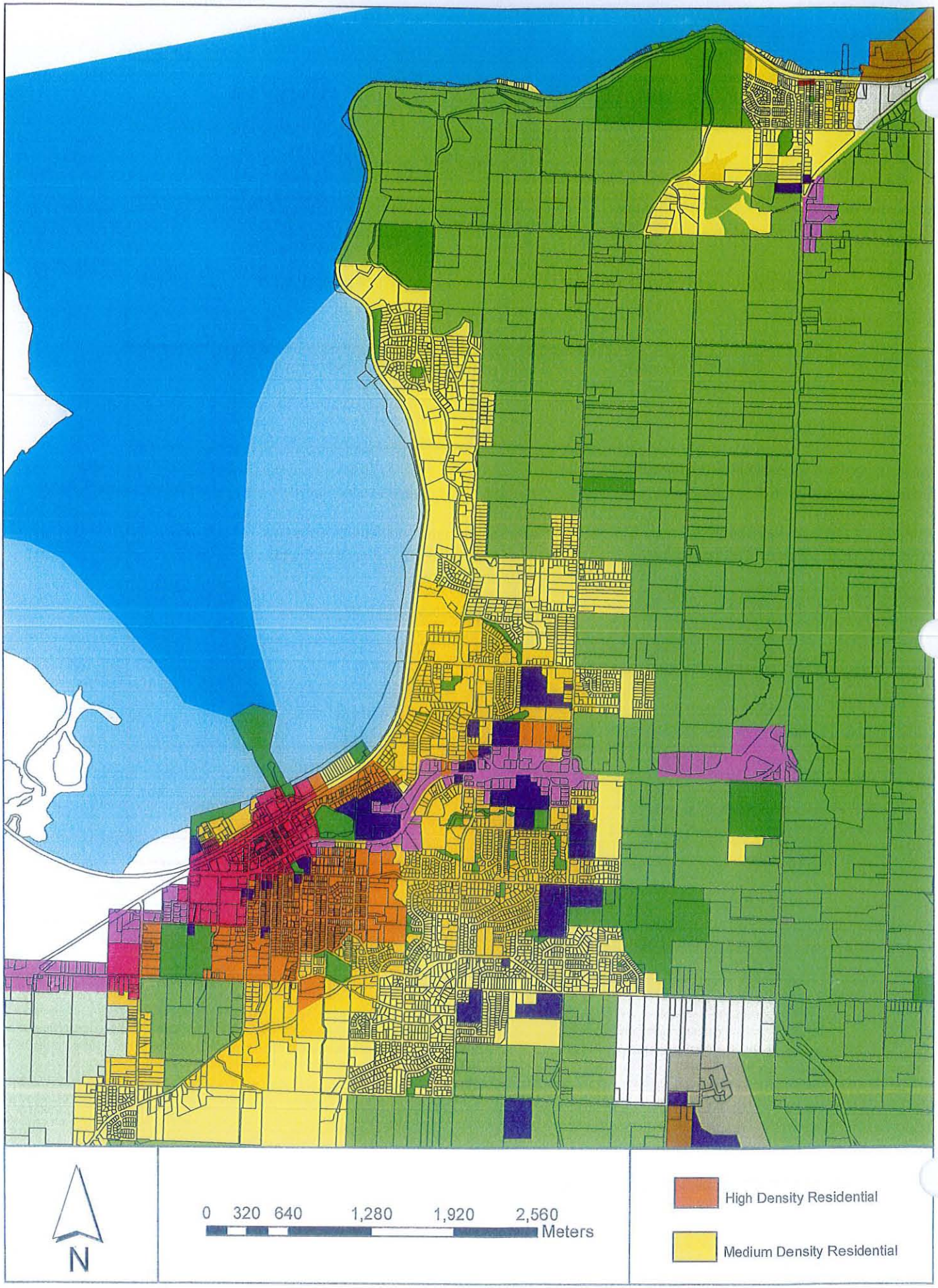
SECTION 10 - R-5 - HIGH DENSITY RESIDENTIAL ZONE - CONTINUED

TABLE 3

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each *dwelling unit* which caters to the disabled (e.g. wheelchair access)	▪ 2 units per hectare (0.8 units per acre)
2. Provision of *commercial daycare facility* 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 *grade* 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 *dwelling unit*	▪ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental *dwelling unit* 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.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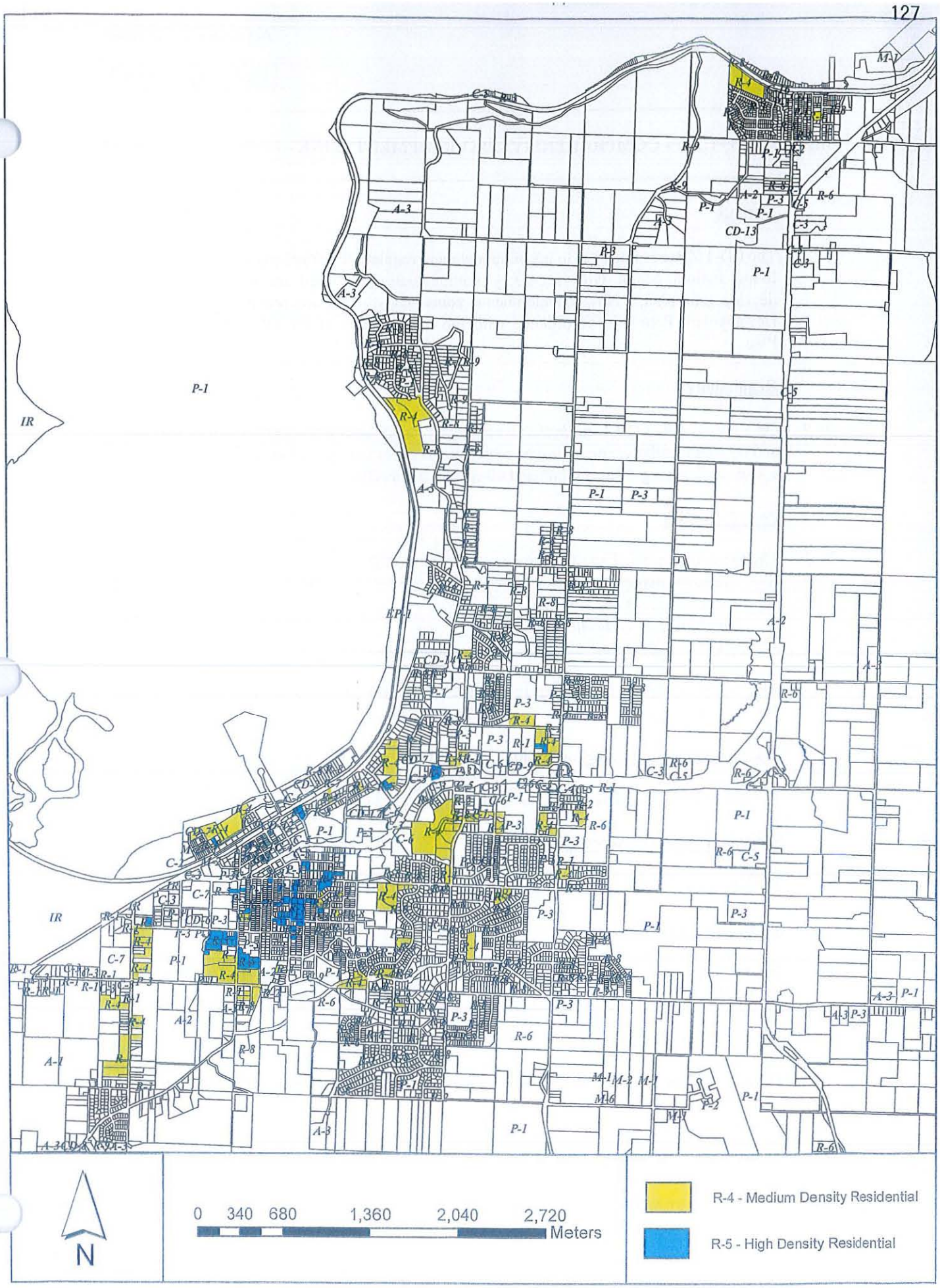
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R-4 - Medium Density Residential
R-5 - High Density Residential

#3044 **SECTION 39 - CD-1 - COMPREHENSIVE DEVELOPMENT ZONE - 1**

Purpose

39.1 The CD-1 Zone is intended to accommodate and regulate the *development* of an assisted living seniors centre with accessory commercial uses based on a comprehensive development plan. New developments zoned CD-1 shall be required to obtain a Development Permit in accordance with the requirements of the Official Community Plan.

Regulations

39.2 On a *parcel zoned* CD-1, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-1 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

39.3 The following uses and no others are permitted in the CD-1 Zone:

#3194
.1 *assisted living housing;*
.2 *home occupation;*
.3 *multiple family dwellings;*
.4 *public use;*
.5 *public utility;*
.6 *Assisted Living Commercial to a maximum of 10% of total gross floor area;*
.7 *accessory use.*

Maximum Height of Principal Building

39.4 The maximum *height* of the *principal buildings* shall be 12.0 metres (39.4 feet).

Maximum Height of Accessory Building

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

Maximum Parcel Coverage

39.6 The total maximum *parcel coverage* for principal and accessory buildings shall be 40% of the parcel area.

Minimum Parcel Area

39.7 The minimum *parcel area* shall be 4,800.0 square metres (51,668 square feet).

SECTION 39 - CD-1 - COMPREHENSIVE DEVELOPMENT ZONE - 1

Minimum Parcel Width

39.8 The minimum *parcel width* shall be 35.0 metres (114.8 feet).

Minimum Setback of Principal Buildings

39.9 The minimum *setback* of *buildings* from the:

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

Minimum Setback of Accessory Buildings

39.10 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	1.0 metre (3.3 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.	

Maximum Density

39.11 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.

#3194 .1 The maximum *density* shall be a total of 100 *dwelling units* per hectare (40.5 *dwelling units* per acre).

#3194 .2 Notwithstanding Section 39.11.1, the maximum *density* in the CD-1 Zone may be increased to a maximum of 200 units per hectare (81 units per acre) for *Assisted Living Housing*.

SECTION 39 - CD-1 - COMPREHENSIVE DEVELOPMENT ZONE - 1

Parking and Loading

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

.1 Notwithstanding the provisions of Appendix I, the number of off-street parking stalls required is calculated according to the following:

.1	Assisted Living Commercial	-	1.0 spaces per 35 square metres
.2	Seniors Dwelling Units	-	1.0 space per 3 units
.3	Upper Floor Dwelling Units	-	1.0 space per unit
.4	Manager's Suite	-	1.0 space per unit

#3227 # SECTION 40 - CD-2 - COMPREHENSIVE DEVELOPMENT ZONE - 2

Purpose

40.1 The CD-2 Zone accommodates and regulates the *development* of a seniors' oriented *Assisted Living Housing* complex based on a comprehensive development plan. Proposed developments zoned CD-2 shall be required to obtain a Development Permit in accordance with the requirements of the Official Community Plan.

Regulations

40.2 On a parcel zoned CD-2, no *building* or structure shall be constructed, located or altered and no plan of subdivision shall be approved which contravenes the regulations set out in the CD-2 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

40.3 The following uses and no others are permitted in the CD-2 *Zone*:

.1 *assisted living housing;*
.2 *home occupation;*
.3 *public use;*
.4 *public utility;* and
.5 *accessory use.*

Maximum Height of Principal Building

40.4 The maximum *height* of the *principal building* shall be 16.53 metres (54.25 feet).

Maximum Height of Accessory Building

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

Maximum Parcel Coverage

40.6 The total maximum *parcel coverage* for principal and accessory *buildings* shall be 25% of the *parcel area*.

Minimum Parcel Area

40.7 The minimum *parcel area* shall be 4,900.0 square metres (52,745 square feet).

Minimum Parcel Width

40.8 The minimum *parcel width* shall be 50.0 metres (164.0 feet).

#3227 **SECTION 40 - CD-2 - COMPREHENSIVE DEVELOPMENT ZONE - 2 cont'd**

Minimum Setback of Principal Building

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

.1 *Front parcel line* shall be 5.0 metres (16.4 feet);
.2 *Rear parcel line* shall be 44.36 metres (145.56 feet);
.3 *Interior side parcel line* shall be 4.0 metres (13.1 feet);
.4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet);
.5 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Minimum Setback of Accessory Buildings

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

.1 *Front parcel line* shall be 3.0 metres (11.5 feet);
.2 *Rear parcel line* shall be 1.0 metres (3.3 feet);
.3 *Interior side parcel line* shall be 1.0 metres (3.3 feet);
.4 *Exterior side parcel line* shall be 5.0 metres (16.4 feet);
.5 Refer to "Pound and Animal Control Bylaw" which may apply.

Maximum Density

40.11 Explanatory 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.

.1 The maximum *density* shall be a total of 125 *Assisted Living Housing* units per hectare (50 units per acre).

Parking and Loading

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

#3428

SECTION 42 - CD-4 - COMPREHENSIVE DEVELOPMENT ZONE - 4

Purpose

42.1 The purpose of the CD-4 Zone is to accommodate the *development* of *assisted living housing* on small parcels designated High Density Residential in the *Official Community Plan*. New *development* proposals require a Development Permit in accordance with the Residential Development Permit Area Guidelines of the *Official Community Plan*, and shall comply with the provisions of the British Columbia Building and Fire Codes, and any other applicable legislation.

Regulations

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

Permitted Uses

42.3 The following uses and no others are permitted in the CD-4 *Zone*

.1 *assisted living housing*;
.2 *public use;*
.3 *public utility;*
.4 *rest home;* and
.5 *accessory use*, including a managers suite.

Maximum Building Height

42.4 The maximum *building height* shall be 12.0 metres (39.4 feet).

Maximum Parcel Coverage

42.5 The maximum *parcel coverage* for all *buildings* shall be 55% of the *parcel area.*

Minimum Parcel Area

41.6 The minimum *parcel area* shall be 1,050.0 square metres (11,302.4 square feet).

Minimum Parcel Width

42.7 The minimum *parcel width* shall be 30.0 metres (98.4 feet).

#3428 **SECTION 42 - CD-4 - COMPREHENSIVE DEVELOPMENT ZONE - 4 cont'd**

Minimum Setback of Principal Buildings

42.8 The minimum *setback* of a *building* from the:

.1 *Front parcel line* shall be 3.0 metres (9.8 feet)
.2 *Rear parcel line* shall be 3.0 metres (9.8 feet)
.3 *Interior side parcel line* shall be 1.5 metres (4.8 feet)
.4 *Exterior side parcel line* shall be 3.0 metres (9.8 feet)
.5 Refer to Section 4.9 for "Special Building Setbacks" which may apply.

Maximum Density

42.9 The maximum *density* shall be 200 units per hectare (80 units per acre).

Parking

42.10 Parking shall be required as per Appendix I.

#3905 SECTION 52 - CD-14 - COMPREHENSIVE DEVELOPMENT ZONE - 14

Purpose

52.1 The purpose of the CD-14 *Zone* is to accommodate the *development* of *assisted living housing* on land legally described as Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 39456, Except Plans KAP57773 and EPP1245 (Civic Address: 2110 Lakeshore Road NE). *Development* within the CD-14 *Zone* shall be subject to the relevant *Development Permit* Area Guidelines of the *Official Community Plan*.

Regulations

52.2 On a *parcel zoned* CD-14, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the CD-14 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

52.3 The following uses and no others are permitted in the CD-14 *Zone*:

.1 *assisted living housing*
.2 *public utility*
.3 *private utility*
.4 *public use*
.5 *accessory use*

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

52.6 The maximum *parcel coverage* for all *buildings* shall be 55% of the *parcel area*.

Minimum Parcel Area

52.7 The minimum *parcel area* shall be 0.70 hectares (1.72 acres).

#3905 SECTION 52 - CD-14 - COMPREHENSIVE DEVELOPMENT ZONE – 14 – CONT'D

Minimum Setbacks for Buildings

52.8 The minimum setback of all *buildings* from:

.1	The *front parcel line* shall be	5.0 metres (16.4 feet)
.2	The *rear parcel line* shall be	5.0 metres (16.4 feet)
.3	An *exterior parcel line* shall be	5.0 metres (16.4 feet)
.4	An *interior parcel line* shall be	3.0 metres (9.8 feet)
.5	**Refer to Section 4.9 for "Special Building Setbacks" which may apply.**	

52.9 Maximum Density

The maximum *density* shall not exceed 64 *assisted living housing* units.

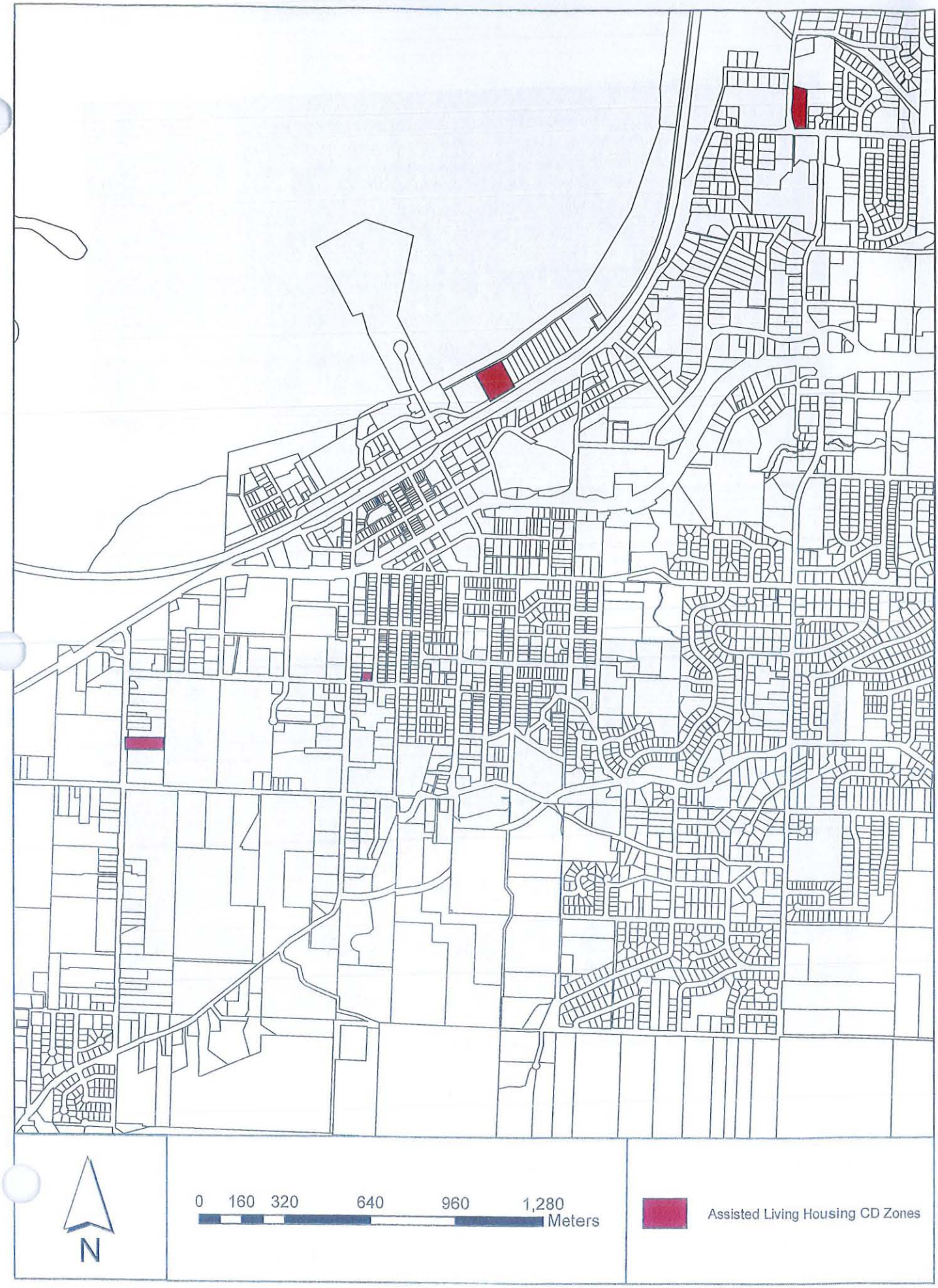
Outside Storage

52.10 Outside storage shall be screened as per Appendix III or as approved by a Development Permit.

Parking and Loading

52.11 Parking and loading shall be required as per Appendix I and as follows:

assisted living housing	0.70 stall per unit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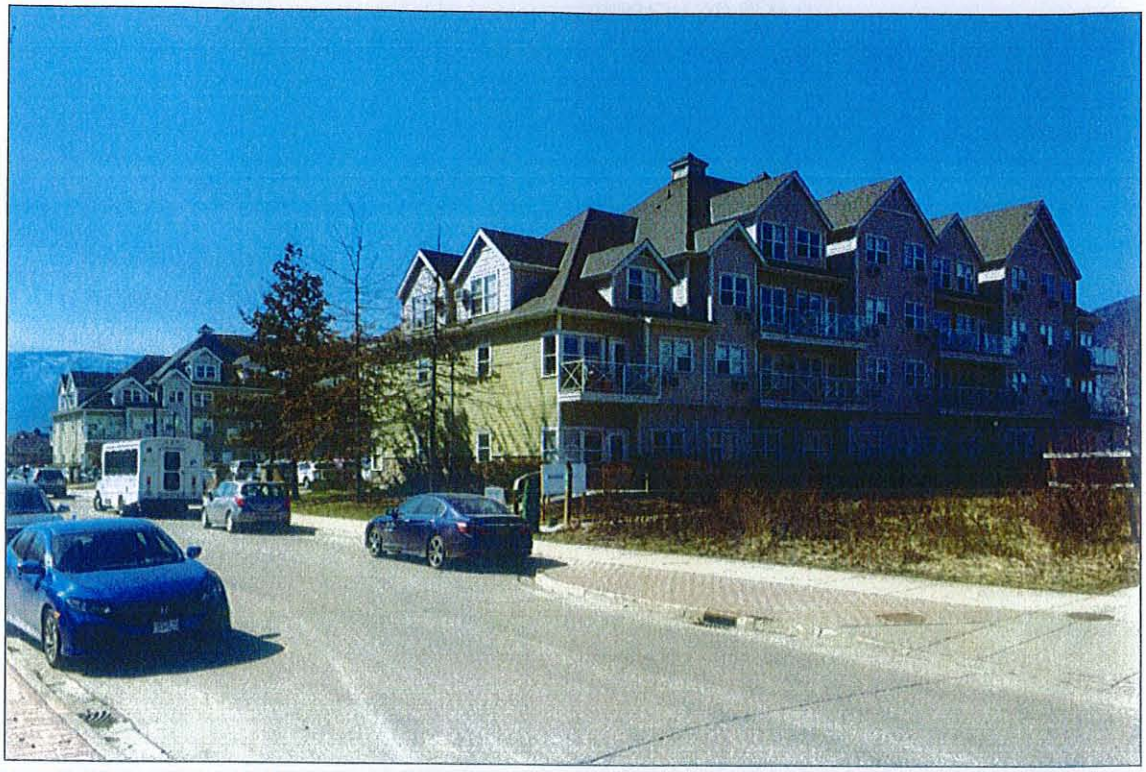
Meters
Assisted Living Housing CD Zones

View to the north-west of Lander's Lodge.

View north-east of Piccadilly terrace.



View to the north-west of Lakeshore Manor.

View north of Andover Terrace.

BC HOUSING

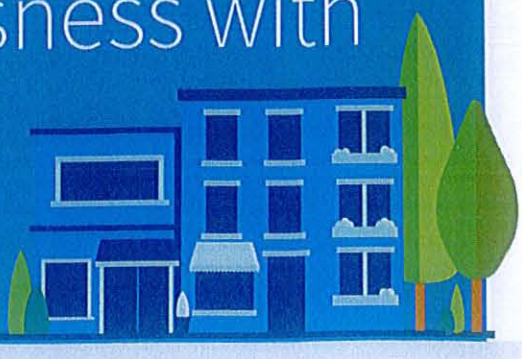
April 8, 2019

BC Housing understands that supportive housing, as congregate housing providing daily common meal preparation using commercial cooking facilities, dining area and laundry facilities, with health services accommodated on-site including individualized case planning to further develop life and social skills such as employment planning and managing the transition to independence and recovery, would fit under the proposed definition of Assisted Living Housing to be included in the R-5 zone:

> *Assisted Living Housing* means:
> housing intended for both independent and semi-independent living in the form of either *congregate housing, dwelling units, sleeping units*, or any combination thereof, within which is provided for the exclusive use of the occupants, their families and guests, daily common meal preparation using commercial cooking facilities, dining area and laundry facilities. *Assisted living housing* may or may not accommodate health services such as nursing care, home support, rehabilitative and transportation services.

Please see the attached ***Addressing Homelessness Through Supportive Housing*** for more information about how supportive housing operates throughout the province.

Addressing Homelessness with Supportive Housing



The 2018 Report on Homeless Counts identified more than **7,655 people** experiencing homelessness across the province. That's why the Province is investing $291 million to build over 2,000 modular supportive housing units across B.C. for people who are homeless or at risk of homelessness. People living on the street and in shelters will get priority for this initiative. All new modular housing buildings in the province are being provided with around-the-clock staffing to help young people, people with disabilities, seniors, and others in critical housing need.

What is supportive housing?

Supportive housing is an opportunity for people to leave the streets and shelter system for safe and stable housing, towards improved quality of life. Supportive housing is a self-contained studio home with supports provided on-site, to ensure people can achieve and maintain housing stability.

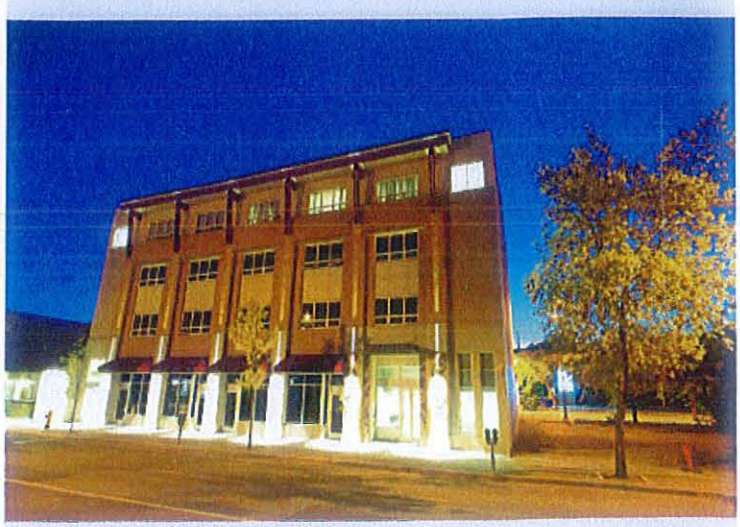
Supports include outreach workers, wellness checks, life skills training, employment assistance, connection and referral to community services and support groups. Residents have access to counselling, as well as health, mental health, and addiction recovery services through local health authorities. All residents pay rent.

BC Housing works in partnership with local municipalities, health authorities, and non-profits to address homelessness.

BC HOUSING

Cardington Apartments

Kelowna's Cardington Apartments opened in 2008, in a residential-commercial mix neighbourhood. It is 30 self-contained homes operated by the John Howard Society of the Central and South Okanagan.



When Cardington Apartments first opened, there were some complaints from neighbours as on-site support levels were still being worked out. Once the level of on-site support service was adjusted, there were few complaints from neighbours. Today, the building has a good reputation in the neighbourhood. Neighbours look out for tenants when they are out and about in the neighbourhood, as well as homeless people camping out in the area. Neighbours often bring donations by and help with fundraising. A nearby business offered free services to tenants. Residents feel comfortable accessing nearby businesses, such as the pharmacy.

Resident selection process

Each potential resident is considered on an individual basis to ensure that the housing and supports provided by the program match the services they need. Residents are chosen by means of a thorough and coordinated assessment process. Offers are made following meetings where outreach, housing, and regional health authorities work with BC Housing's coordinated access team to assess the applicants for suitability.

Staffing requirements

Professional, trained staff are available 24 hours a day, seven days a week. The training required by BC Housing includes:

- Crisis prevention
- First Aid/CPR
- Mental health first aid
- Domestic violence and safety planning
- Substance use awareness and safety
- Trauma-informed training
- Naloxone intervention

Individualized support plans

Supportive housing includes developing a resident-focused and mutually agreed upon plan to assist a resident to move forward with their lives and integrate more fully into their community. Case Planning includes an explanation of available options, identification of goals, how the operator can support the resident, and the benefits of planned services.

Community safety

We are committed to building a safe community both inside and outside the housing with:

Experience: Housing is operated by experienced non-profit housing providers,

Staffing: Staff are onsite 24/7 to support residents, manage building, be available to respond directly to any related concerns that arise in a timely manner.

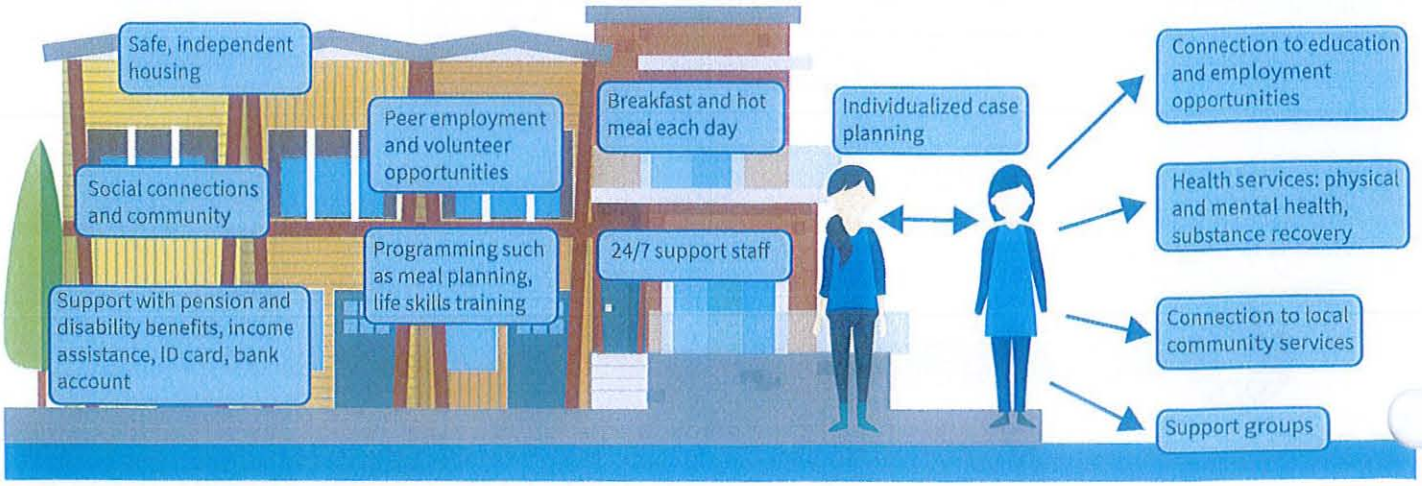
Resident Mix: Residents are selected based on ability of staff to provide right level of support to all.

Property Maintenance: Regular sweeps of property and immediate area ensure cleanliness.

Design Features: Optimized lighting, security cameras, fob access only, staffed reception, contained outdoor space for smoking and dog walking, are typical design features for each development.

Agreements: Residents sign program agreement around expectations.

Community Advisory Committee: Non-profit operators develop a Community Advisory Committee to mitigate and address any related issues or concerns that come forward, with representation from partners and key stakeholders, such as BC Housing, local health authority, city staff, local businesses, community organizations, and community members. Many of the modular Community Advisory Committees have started to reduce their meeting length and times due to a lack of issues and concerns being raised.



BC HOUSING

Canadian Mental Health Association
Mental health for all

Neighbourhood Consultation Letter.
Mailed to all properties within 200 m of 250 5 Avenue SW.

THIS IS THE ADDRESS
SALMON ARM, BC
123-456

April 8, 2019

Hello neighbour,

We are writing to let you know that Canadian Mental Health Association – Shuswap / Revelstoke Branch (CMHA), through the support of BC Housing, is in the process of purchasing the property at 250 5th Avenue South West in Salmon Arm. BC Housing will be building approximately 70 units of affordable rental housing for families, seniors and people with disabilities. The housing will be operated by CMHA.

In addition, to respond to the local need for housing with supports for people experiencing homelessness, BC Housing is currently exploring the opportunity to build approximately 40 additional units with on-site supports, at 250 5th Avenue South West. When considering locations for supportive housing, BC Housing looks for proximity to community services (commercial and recreational activities); accessibility to transit; adequate lot size; connections to utilities; compatible land use policies. People without homes are already living in our community – supportive housing would give people a home, access to a range of supports and communal interior and exterior living space. They would no longer need to live in camps, on the streets, in parks, in cars, in shelters. Learn more about supportive housing at: www.bchousing.org/community-supportive-housing

The City of Salmon Arm will be bringing forward a Bylaw Amendment to allow Assisted Living in R-5 zoning throughout the community, including at 250 5th Avenue South West. BC Housing understands that supportive housing, as congregate housing providing daily common meal preparation using commercial cooking facilities, dining area and laundry facilities, with health services accommodated on-site including individualized case planning to further develop life and social skills such as employment planning and managing the transition to independence and recovery, would fit under the proposed definition of Assisted Living Housing to be included in the R-5 zone:

> *Assisted Living Housing* means:
> housing intended for both independent and semi-independent living in the form of either *congregate housing, dwelling units, sleeping units*, or any combination thereof, within which is provided for the exclusive use of the occupants, their families and guests, daily common meal preparation using commercial cooking facilities, dining area and laundry facilities. *Assisted living housing* may or may not accommodate health services such as nursing care, home support, rehabilitative and transportation services.

We will reach out to the community again once the project moves forward. In the meantime, we welcome questions and comments to communityrelations@bchousing.org.

M'AKOLA DEVELOPMENT SERVICES

Canadian Mental Health Association
Mental health for all

SENT VIA ELECTRONIC SUBMISSION

April 17, 2019

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

Re: Request for DCCs Subsidy for the Affordable Housing Project at 250 5th Ave SW, Salmon Arm

Dear Mayor and Council,

The purpose of this letter is to request assistance from the City of Salmon Arm (the City) in payment of some or all of the required DCCs for the project at 250 5th Avenue SW in Salmon Arm. Canadian Mental Health Association (CMHA) Shuswap/Revelstoke, in partnership with a local developer and BC Housing, is looking to develop an affordable and supportive housing project on this site.

Recently, the Canadian Mental Health Association – Shuswap / Revelstoke Branch (CMHA), were approved funding from BC Housing to purchase the site at 250 5th Avenue SW, to develop approximately 70 units of affordable rental housing for families, seniors and people with disabilities. While the City of Salmon has approved a development permit for a 97-unit development, the proposed project will include a total of 105-units as BC Housing is currently exploring the opportunity to build approximately 40 additional units with on-site supports on the same property.

The project received rezoning and development permit approval in 2018. Construction of the two affordable housing buildings is expected to begin in July 2019. We understand that the City does not waive DCCs for projects, but financially supports affordable housing projects through grant funding from the Affordable Housing Reserve Fund to encourage these projects and support non-profit organizations. Based on the project information included in this letter (see attached **Appendix A**) the expected DCCs for this project will be $636,722.55.

This project is an opportunity to create an impactful partnership and leverage resources to achieve successful project outcomes for the community. Specifically, this project will help to increase and diversify high-quality affordable and supportive housing in Salmon Arm to meet the needs of several target tenant groups. We look forward to discussing our request further and continuing to work with the City to increase the affordable housing stock in Salmon Arm.

Sincerely,

Devan Cronshaw, Project Planner
M'akola Development Services
E: dcronshaw@makoladev.com
P: (778) 265-7489

APPENDIX A – DEVELOPMENT COST CHARGE BREAKDOWN

In reviewing the City of Salmon Arm's *Development Cost Charge Bylaw No. 3600,* the development cost charges for this project are as follows:

Unit Type	Development Cost Charge Per Unit	Number of Units	Total Development Cost Charge
Multi-family unit	$ 6,064.31	105	$ 636,752.55
Assisted living unit without a kitchen	$ 3,465.31	0	$ 0.00
Unit less than 29 m2 of floor area	$ 0.00	0	$ 0.00
Total		105	**$ 636,752.55**

CITY OF SALMON ARM

BYLAW NO. 4336

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 , 2019 at the hour of 7:00 p.m. was published in the and , 2019 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:

    1. Section 9.3 - Add the defined terms *Assisted Living Housing* and *Dining Area* to the list of Permitted Uses in the R-4 - Medium Density Residential Zone and renumber the balance of Section 9.3 accordingly;

    2. Section 9.11 - Add a new Section 9.11.3 which would state: 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) for the provision of *Assisted Living Housing;*

    3. Section 10.3 - Add the defined terms *Assisted Living Housing* and *Dining Area* to the list of Permitted Uses in the R-5 - High Density Residential Zone and renumber the balance of Section 10.3 accordingly; and

    4. Section 10.11 - Add a new Section 10.11.3 which would state: 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) for the provision of *Assisted Living Housing.*

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. 4336**".

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

MAYOR

CORPORATE OFFICER

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Item 9.6

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Industrial Revitalization Tax Exemption Amendment Bylaw No. 4337 be read a first, second and third time;

AND THAT: final reading be withheld subject to fulfillment of the public notice requirement as set out under sections 97 [public notice] and 227 [notice of permissive tax exemptions] of the Community Charter.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF
SALMONARM

TO: His Worship Mayor Harrison and Council

DATE: April 17, 2019

SUBJECT: Amendment to City of Salmon Arm Industrial Revitalization Tax Exemption Bylaw No. 4020

MOTION FOR CONSIDERATION:

THAT: the bylaw cited as "City of Salmon Arm Industrial Revitalization Tax Exemption Amendment Bylaw No. 4337 be read a first, second and third time.

AND THAT: final reading be withheld subject to fulfillment of the public notice requirement as set out under sections 94 [public notice] and 227 [notice of permissive tax exemptions] of the Community Charter.

BACKGROUND:

Revitalization tax exemptions are a tool that Councils may use to encourage various types of revitalization to achieve a range of objectives. A revitalization program may apply to a small area or areas, a certain type of property or properties, a particular activity or circumstance related to a property or properties, or an entire municipality.

City of Salmon Arm Industrial Revitalization Tax Exemption Bylaw No. 4020 (attached as APPENDIX A) was adopted on June 23, 2014 for a 5 year period and applies to:

i) the construction of a new improvement where the value of the new construction referred to in the building permit has a value in excess of $300,000.00;

ii) the alteration of an existing improvement where the alteration referred to in the building permit has a value in excess of $300,000.00, and

when the Property is located within the Industrial Revitalization Area as set out on Schedule "A".

The amount exempted under Bylaw No. 4020 is based on the tax (excluding specified area levies) attributed to any increase in the assessed value of improvements on the Property which is connected to a building permit issued as a result of new construction or the alteration to an existing improvement, as follows:

i)	Year 1 - 5	Total Amount
ii)	Year 6	Total Amount less 20%
iii)	Year 7	Total Amount less 40%
iv)	Year 8	Total Amount less 60%
v)	Year 9	Total Amount less 80%
vi)	Year 10	Total Amount less 100% - No Industrial Revitalization Tax Exemption, the Property is fully taxable.

Revitalization tax exemptions are limited to municipal property value taxes (Section 197(1)(a) of the Community Charter only) and do not include school and other property taxes, such as parcel taxes. An exemption may be granted for up to 10 years and is not subject to section 25 of the Community Charter (prohibition against assistance to business).

While Council does have the ability to change the threshold and exemption amounts, it is recommended by staff that they remain as is to avoid unintended tax shifts and nuisance applications associated with minor amounts. Whether the intended goals of the program are being met is questionable; however, staff recognize that revitalization tax exemptions are popular economic development tools and will continue to support their use. If Council chooses to amend these amounts a full analysis will be required.

Respectfully submitted,

Erin Jackson
Director of Corporate Services

APPENDIX A

CITY OF SALMON ARM

BYLAW NO. 4020

A bylaw to provide for an Industrial Revitalization Tax Exemption

---

WHEREAS the Council may, by bylaw, provide for an Revitalization Tax Exemption Program in accordance with Section 226 of the *Community Charter;*

AND WHEREAS Council wishes to establish an Industrial Revitalization Tax Exemption Program to encourage property investment and industrial revitalization in the Industrial Revitalization Area;

AND WHEREAS Council's objective is to stimulate and reinforce development initiatives in the Industrial Revitalization Area by promoting property investment;

AND WHEREAS Council has designated an Industrial Revitalization Area pursuant to the City of Salmon Arm's Official Community Plan;

AND WHEREAS the *Community Charter* provides that an Revitalization Tax Exemption Program bylaw may only be adopted after notice of the proposed bylaw has been given in accordance with Section 227 of the *Community Charter* and Council has given this notice;

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

INTERPRETATION

1. In this bylaw:

"Agreement" means an Industrial Revitalization Tax Exemption Agreement, as set out in Schedule "B" attached hereto and forming part of this Bylaw, between the owner of a property located in the Industrial Revitalization Area as set out on Schedule "A" attached hereto and forming part of this Bylaw;

"Assessed Value" will have the same meaning as set out in the *Assessment Act;*

"City" means the City of Salmon Arm;

"Corporate Officer" means the Corporate Officer of the City of Salmon Arm;

"Council" means the Council of the City of Salmon Arm;

"Owner" means the legal registered owner and any subsequent owner of the Property or any parts into which the Property is subdivided, and includes any person who is a registered owner in fee simple of the Property from time to time;

"Property" means the legally described improvements to which an Industrial Revitalization Tax Exemption is applied for and as legally described in the Agreement, but does not include new construction or alterations to an existing improvement on City owned lands;

"Industrial Revitalization Area" means an area designated and set out on Schedule "A" attached hereto and forming part of this Bylaw;

"Industrial Revitalization Tax Exemption means an Industrial Revitalization Tax Exemption pursuant to an Industrial Revitalization Tax Exemption Certificate;

"Industrial Revitalization Tax Exemption Certificate" means an Industrial Revitalization Tax Exemption pursuant to this Bylaw.

2. There is established an Industrial Revitalization Tax Exemption Program which includes the following:

a) Industrial Revitalization Tax Exemptions authorized under this Bylaw applies to:

i) the construction of a new improvement where the value of the new construction referred to in the building permit has a value in excess of $300,000.00;

ii) the alteration of an existing improvement where the alteration referred to in the building permit has a value in excess of $300,000.00, and

wherein the Property is located within the Industrial Revitalization Area as set out on Schedule "A" attached hereto and forming part of this Bylaw.

b) Any construction of a new improvement or alteration of an existing improvement as outlined in Section 2 a) of this Bylaw undertaken prior to the application for an Industrial Revitalization Tax Exemption will not be eligible for consideration.

c) The maximum Industrial Revitalization Tax Exemption authorized under this Bylaw must not exceed the increase in the assessed value of the improvements on the Property between:

i) the calendar year before the construction or alteration began, as outlined under Section 2 a) of this Bylaw; and

ii) the calendar year in which the construction or alteration as outlined under Section 2 a) of this Bylaw is completed.

d) The Property's assessed value of improvements must not be reduced below the amount assessed in the calendar year prior to construction or alteration, as outlined in Section 2 a) of this Bylaw, as a result of the Industrial Revitalization Tax Exemption.

e) The maximum term of an Industrial Revitalization Tax Exemption is contingent on when the Industrial Revitalization Tax Exemption Certificate for the Property is issued by the City pursuant to this Bylaw and the Agreement:

i) if the new construction or the alteration to an existing improvement as outlined in Section 2 a) of this Bylaw have commenced on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Industrial Revitalization Tax Exemption Certificate will be issued for one (1) year and a subsequent Industrial Revitalization Tax Exemption Certificate will be issued for the next four (4) years plus a single renewal for a term of an additional five (5) years;

ii) if the new construction or the alteration to an existing improvement as outlined in Section 2 a) of this Bylaw have commenced and been completed on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Industrial Revitalization Tax Exemption Certificate will be issued for five (5) years plus a single renewal for a term of an additional five (5) years;

f) The amount of Industrial Revitalization Tax Exemptions authorized under this Bylaw to calculate the general municipal property tax payable (excluding specified area levies) is equal to any increase in the assessed value of improvements on the Property attributed to a building permit issued as a result of new construction or the alteration to an existing improvement as outlined in Section 2 a) of this Bylaw (hereinafter referred to as the Total Amount) and is as follows:

i)	Year 1 - 5	Total Amount
ii)	Year 6	Total Amount less 20%
iii)	Year 7	Total Amount less 40%
iv)	Year 8	Total Amount less 60%

v)	Year 9	Total Amount less 80%
vi)	Year 10	Total Amount less 100% - No Industrial Revitalization Tax Exemption, the Property is fully taxable.

3. The kinds of property that will be eligible for an Industrial Revitalization Tax Exemption under this Bylaw will be limited to property zoned Industrial.

4. This Bylaw does not apply to a property unless:

   a) the property is located in the Industrial Revitalization Area shown on Schedule "A" attached hereto and forming part of this Bylaw; and

   b) the Owner of the property has entered into an Agreement with the City as set out in Schedule "B" attached hereto and forming part of this Bylaw.

5. Where a property is partially within the Industrial Revitalization Area, this Bylaw shall apply where at least 50% of the property lies within the Industrial Revitalization Area.

6. This Bylaw does not apply to any property owned by the City of Salmon Arm.

7. Once the conditions established under this Bylaw and the Agreement as set out in Schedule "B" attached hereto and forming part of this Bylaw, have been met, an Industrial Revitalization Tax Exemption Certificate must be issued for the Property.

8. The Industrial Revitalization Tax Exemption Certificate must, in accordance with the conditions established in this Bylaw and the Agreement set out in Schedule "B" attached hereto and forming part of this Bylaw, specify the following:

   a) the amount of the Industrial Revitalization Tax Exemption or the formula for determining the Industrial Revitalization Tax Exemption;

   b) the term of the Industrial Revitalization Tax Exemption;

   c) the conditions on which the Industrial Revitalization Tax Exemption is provided; and

   d) that a recapture amount is payable if the Industrial Revitalization Tax Exemption Certificate is cancelled and how that amount is to be determined.

9. If an Owner wants to apply for an Industrial Revitalization Tax Exemption under the Bylaw, the Owner must apply to the Corporate Officer in writing and must submit the following with the application:

a) a certificate that all property taxes assessed and rates, charges, and fees imposed on the Property have been paid and where property taxes, rates or assessments are payable by installments, that all installments owing at the date of the certificate have been paid; the provision for Development Cost Charge installments shall be pursuant to Section 933 of the *Local Government Act* and Regulation 166/84.

b) a completed written application as per Schedule "C" attached hereto and forming part of this Bylaw available in the Office of the Corporate Officer;

c) description of the construction or alteration as outlined in Section 2 a) of this Bylaw, that would be eligible under the Bylaw for an Industrial Revitalization Tax Exemption;

d) an examination fee in the amount of $100.00; and

e) a copy of the Agreement as set out in Schedule "B" attached hereto and forming part of this Bylaw, duly executed by and on behalf of the Owner.

10. In the event that the conditions under which an Industrial Revitalization Tax Exemption Certificate was issued are no longer met by the Owner, as set out in Section 10 of this Bylaw, the Owner must pay to the City a recapture amount of the foregone general municipal property taxes of the following applicable percentage of the total Industrial Revitalization Tax Exemptions obtained under this Bylaw:

a) Years 1 to 10 50%

11. An Industrial Revitalization Tax Exemption Certificate will be cancelled if:

a) the Industrial zoning is changed;

b) the Owner breaches any covenant or condition of this Bylaw or the Agreement set out in Schedule "B" attached hereto and forming part of this Bylaw;

c) the Owner has allowed the property taxes to go into arrears or to become delinquent; or

d) the property is put to a use that is not permitted in the Industrial zone.

12. The Corporate Officer is hereby authorized to execute the documentation necessary to give effect to the provisions of this Bylaw, including the Agreement set out in Schedule "B" attached hereto and forming part of this Bylaw.

13. If any section or phrase of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, it shall be severed and the invalidity of the remaining provisions of this Bylaw shall not be affected.

14. Any enactments 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.

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

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

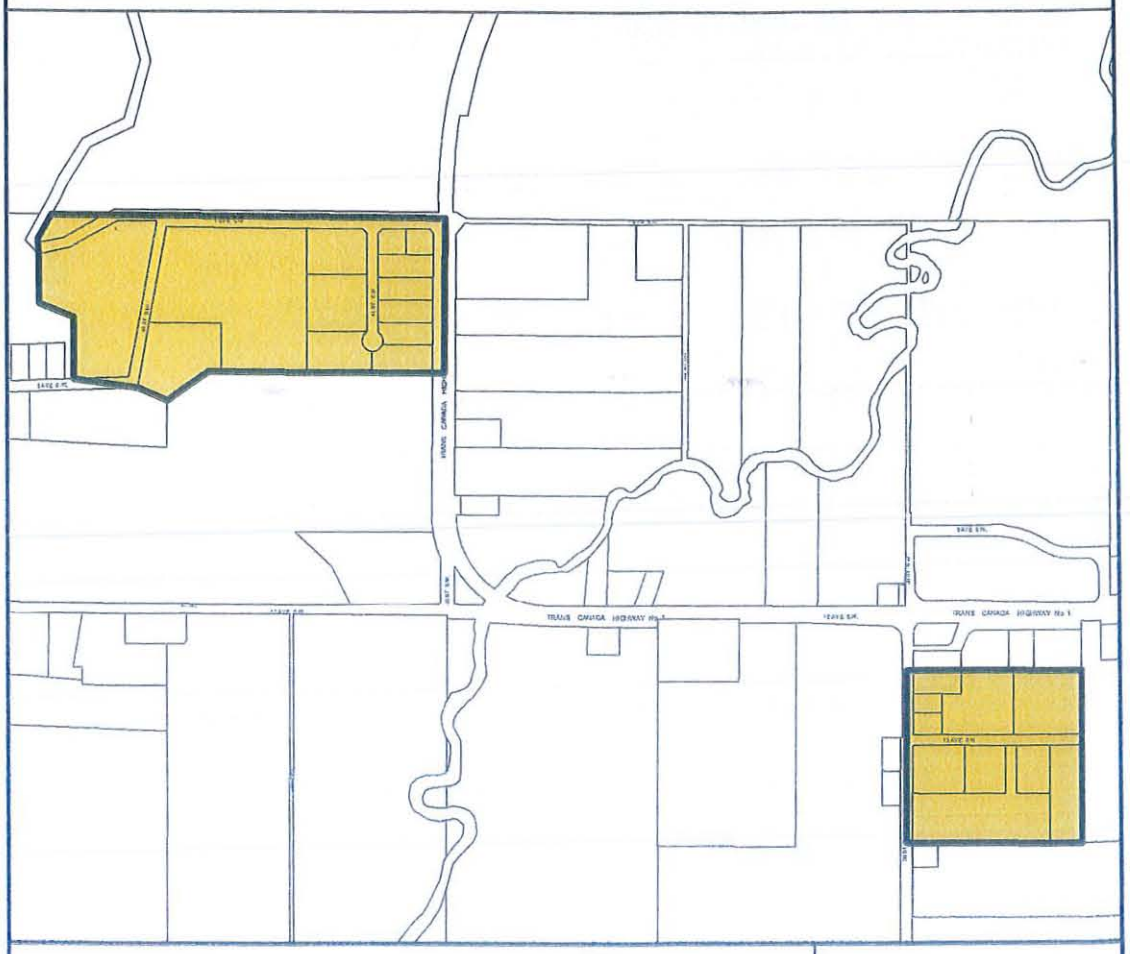
17. This Bylaw may be cited as "City of Salmon Arm Industrial Revitalization Tax Exemption Bylaw No. 4020".

READ A FIRST TIME THIS	28th	DAY OF	April	2014
READ A SECOND TIME THIS	28th	DAY OF	April	2014
READ A THIRD TIME THIS	28th	DAY OF	April	2014
ADOPTED BY COUNCIL THIS	23rd	DAY OF	June	2014

"N. COOPER"
MAYOR

"E. JACKSON"
CORPORATE OFFICER

Schedule A
Map 1



INDUSTRIAL

REVITALIZATION

TAX EXEMPTION AREA

INDUSTRIAL-AIRSIDE
INDUSTRIAL-GENERAL
INDUSTRIAL-LIGHT

Schedule A
Map 2

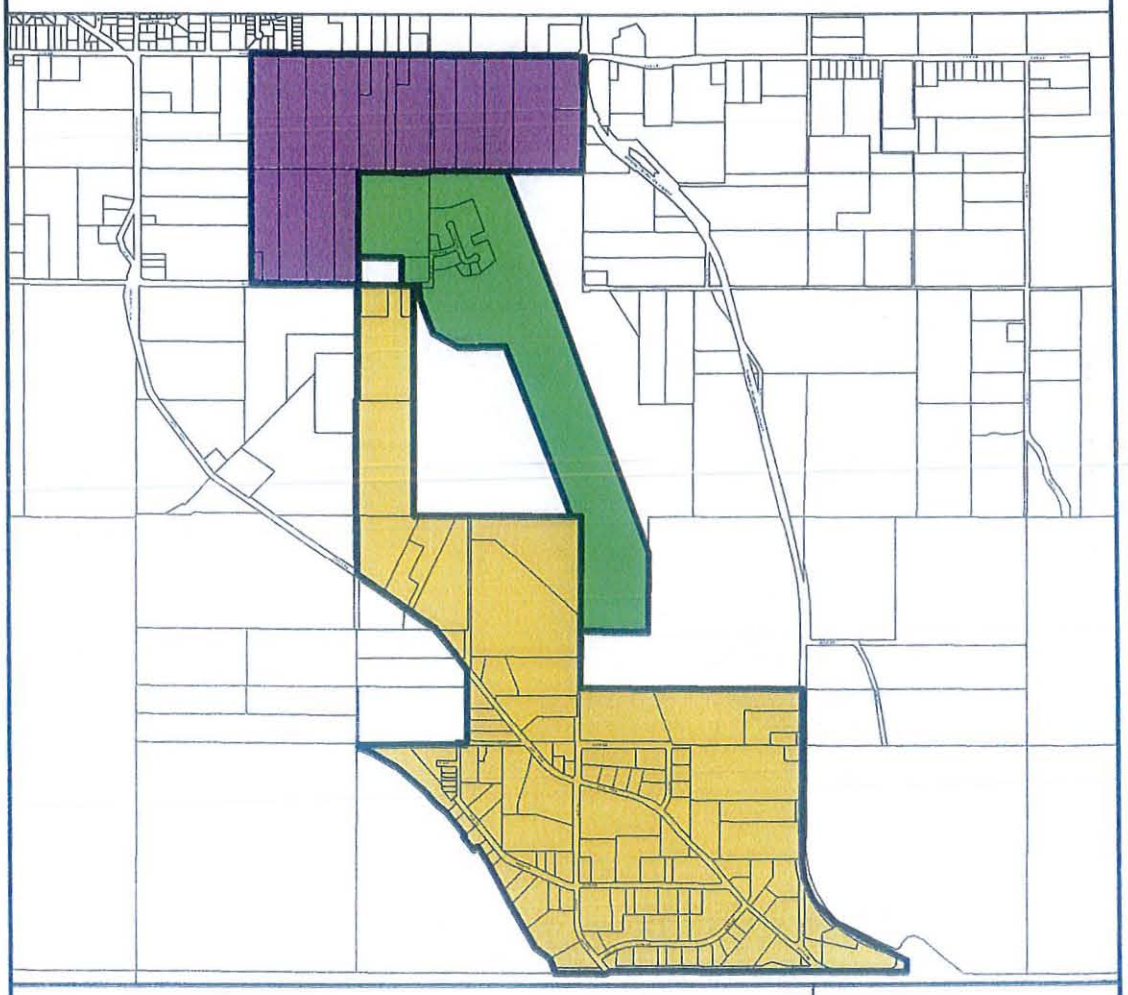
INDUSTRIAL

REVITALIZATION

TAX EXEMPTION AREA

INDUSTRIAL-AIRSIDE
INDUSTRIAL-GENERAL
INDUSTRIAL-LIGHT

Schedule A
Map 3



INDUSTRIAL

REVITALIZATION

TAX EXEMPTION AREA

INDUSTRIAL-AIRSIDE
INDUSTRIAL-GENERAL
INDUSTRIAL-LIGHT

BYLAW NO. 4020

SCHEDULE "B"

Industrial Revitalization Tax Exemption Agreement

This Agreement dated for reference the day of ,

BETWEEN

Name and Address of Owner (hereinafter called the Owner)

OF THE FIRST PART

AND

City of Salmon Arm (hereinafter called the City)
500 - 2 Avenue NE
Box 40
Salmon Arm BC V1E 1V8

OF THE SECOND PART

WHEREAS the City has under the Bylaw defined in this Agreement established an Industrial Revitalization Tax Exemption Program for the purpose of encouraging Industrial Revitalization of an area of the municipality;

AND WHEREAS Council's objective is to stimulate and reinforce development initiatives in the Industrial Revitalization Area by promoting property investment within the Industrial zone and to reinforce the City's investment in infrastructure upgrades and beautification projects;

AND WHEREAS the Property that is the subject of this Agreement is located in an area designated by the City Council as an Industrial Revitalization Area legally described as _____ _____(hereinafter referred to as the Property);

AND WHEREAS the Owner is a registered Owner in fee simple of the Property defined in this Agreement;

AND WHEREAS this Agreement contains the terms and conditions respecting the provision of an Industrial Revitalization Tax Exemption under the Bylaw defined in this Agreement;

AND WHEREAS the Property that is subject of this Agreement is zoned Industrial and shall remain zoned Industrial for the duration of this Agreement;

AND WHEREAS the Owner and the City wish to enter into this Agreement.

THIS AGREEMENT WITNESSES that in consideration of the mutual covenants and agreements contained in this Agreement and the payment by the Owner to the City consideration in the amount of $10.00 (Ten) Dollars, the receipt and sufficiency of which are acknowledged by the City, the City and Owner covenant and agree with each other as follows:

DEFINITIONS

1. In this Agreement the following words have the following meanings:

"Agreement" means this Agreement, including the standard charge terms contained in this Agreement;

"Assessed Value" means the most recent assessed value of the Property as determined by the BC Assessment Authority in the area in which the Property is located; if such value is not available then the assessed value means the highest price in terms of money that the real property will fetch under all conditions requisite to a fair sale with the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus as estimated by a real estate appraiser accredited in the jurisdiction in which the Property is located;

"Bylaw" means "City of Salmon Arm Industrial Revitalization Tax Exemption Bylaw No. 4020", in force from time to time;

"Council" means the Council of the City of Salmon Arm;

"Owner" means the legal registered owner and any subsequent owner of the Property or any parts into which the Property is subdivided, and includes any person who is a registered owner in fee simple of the Property from time to time;

"Property" means the legally described land and improvements to which an Industrial Revitalization Tax Exemption is applied for and as legally described in the Agreement;

TERM

2. The Owner covenants and agrees with the City that the term of this Agreement is:

a) five (5) years commencing on January 1 of the first calendar year after the calendar year that the Industrial Revitalization Tax Exemption Certificate is issued; and

b) a renewal term of an additional five (5) years at the election of the Owner.

RENEWAL

3. The Owner must make application to the City for a renewal by October 31 in the year prior to the year in which the Industrial Revitalization Tax Exemption is requested to qualify for a renewal for the additional five (5) years.

APPLICATION IMPROVEMENTS

4. The Industrial Revitalization Tax Exemption authorized under the Bylaw applies to:

   a) construction of a new improvement where the value of the construction referred to in the building permit is in excess of $300,000.00; or

   b) alteration of an existing improvement, where the value of the alteration referred to in the building permit is in excess of $300,000.00;

   Any construction of a new improvement or alteration of an existing improvement as outlined in this Section that is undertaken prior to the application for an Industrial Revitalization Tax Exemption will not be eligible for consideration.

INDUSTRIAL REVITALIZATION TAX EXEMPTION CERTIFICATE

5. a) Once the Owner has completed the construction of the new improvement or alteration of an existing improvement referred to in Section 4 of this Agreement and the City has issued an Occupancy Permit under the City's Building Regulation Bylaw, in force from time to time, in respect of the new improvement or alteration of an existing improvement, the City must issue an Industrial Revitalization Tax Exemption Certificate to the Owner of the Property if the Owner and the Property are otherwise in compliance with this Agreement.

   b) An Industrial Revitalization Tax Exemption Certificate must, in accordance with the conditions established under the Bylaw and this Agreement, specify the following:

      i) the amount of the Industrial Revitalization Tax Exemption or the formula for determining the Industrial Revitalization Tax Exemption;

      ii) the term of the Industrial Revitalization Tax Exemption;

      iii) the conditions on which the Industrial Revitalization Tax Exemption is provided; and

      iv) that a recapture amount is payable if the Industrial Revitalization Tax Exemption Certificate is cancelled and how that amount is to be determined.

INDUSTRIAL REVITALIZATION TAX EXEMPTION

6. So long as an Industrial Revitalization Tax Exemption Certificate in respect of the Property has not been cancelled, the Property is exempt, to the extent, for the period and subject to the conditions provided in the Industrial Revitalization Tax Exemption Certificate, from general municipal property taxation (excluding specified area levies).

7. The maximum Industrial Revitalization Tax Exemption authorized under this Bylaw must not exceed the increase in the assessed value of the improvements on the Property between:

   a) the calendar year before the construction or alteration began, as outlined in Section 4 of this Agreement; and

   b) the calendar year in which the construction or alteration as outlined in Section 4 of this Agreement is completed.

8. The Property's assessed value of improvements must not be reduced below the amount assessed in the calendar year prior to new construction of an improvement or an alteration of an existing improvement, as outlined in Section 4 of this Agreement, as a result of the Industrial Revitalization Tax Exemption

9. The Industrial Revitalization Tax Exemption shall be an amount equal to any increase in assessed value of improvements on the Property attributed to the building permit issued as a result of the new construction of an improvement or the alteration of an existing improvement, as outlined in Section 4 of this Agreement.

10. The maximum term of an Industrial Revitalization Tax Exemption is contingent on when the Industrial Revitalization Tax Exemption Certificate for the Property is issued by the City pursuant to the Bylaw and the Agreement:

    a) if the new construction or the alteration to an existing improvement as outlined in Section 4 of this Agreement have commenced on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Industrial Revitalization Tax Exemption Certificate will be issued for one (1) year and a subsequent Industrial Revitalization Tax Exemption Certificate will be issued for the next four (4) years plus a single renewal for a term of an additional five (5) years;

    b) if the new construction or the alteration to an existing improvement as outlined in Section 4 of this Agreement have commenced and been completed on or before October 31 and will be assessed on the subsequent year's assessment roll, then the Industrial Revitalization Tax Exemption Certificate will be issued for five (5) years plus a single renewal for a term of an additional five (5) years;

11. The amount of Industrial Revitalization Tax Exemptions authorized under this Bylaw to calculate the general municipal property tax payable (excluding specified area levies) is equal to any increase in the assessed value of improvements on the Property attributed to a building permit issued as a result of new construction or the alteration to an existing improvement as outlined in Section 4 of this Agreement (hereinafter referred to as the Total Amount) and is as follows:

i)	Years 1 to 5	- Total Amount.
ii)	Year 6	- Total Amount less 20%
iii)	Year 7	- Total Amount less 40%
iv)	Year 8	- Total Amount less 60%
v)	Year 9	- Total Amount less 80%
vi)	Year 10	- Total Amount less 100% No Revitalization Exemption, the Property is fully taxable.

12. The Industrial Revitalization Tax Exemption Certificate may be cancelled by the City:

a) on the request of the Owner;

b) if the Industrial zoning is changed;

c) the Owner breaches any covenant or condition of the Bylaw or this Agreement;

d) the Owner has allowed the property taxes to go into arrears or to become delinquent; or

e) the Property is put to a use that is not permitted in the Industrial zone.

13. To maintain an Industrial Revitalization Tax Exemption, the Occupancy Permit must be issued within twenty-four (24 months) of the Industrial Revitalization Tax Exemption Application being approved.

RECAPTURE

14. In the event that the conditions under which an Industrial Revitalization Tax Exemption Certificate was issued are no longer met by the Owner, as set out in this Agreement, the Owner must pay to the City a recapture amount of the foregone general municipal property taxes of the following applicable percentage of the total Industrial Revitalization Tax Exemptions obtained under the Bylaw:

a) Years 1 to 10 50%

OWNERS OBLIGATIONS

15. The Owner must pay to the City the cost of all tie-ins of works and services associated with the new construction or alteration to existing improvements, to existing storm and sanitary sewers, water mains, water meters, driveways, and other municipal services prior to the issuance of an Industrial Revitalization Tax Exemption Certificate.

16. The Owner must comply with:

    a) all enactments, laws, statutes, regulations and Orders of any authority having jurisdiction, including bylaws of the City; and

    b) all federal, provincial, municipal and environmental licences, permits and approvals required under applicable enactments.

OBLIGATIONS OF CITY

17. The City must issue an Industrial Revitalization Tax Exemption Certificate to the Owner in respect of the Property once the Owner has applied for and obtained an Occupancy Permit from the City under the City's Building Regulation Bylaw, in force from time to time, in relation to the new construction or alteration to an existing improvement, so long as the Owner and the Property are otherwise in compliance with the Bylaw and this Agreement.

CITY'S RIGHTS AND POWERS

18. Nothing contained or implied in this Agreement prejudices or affects the City's rights and powers in the exercise of its functions or its rights and powers under any public and private statutes, bylaws, orders, or regulations to the extent the same are applicable to the Property, all of which may be fully and effectively exercised in relation to the Property as if this Agreement had not been executed and delivered by the Owner.

GENERAL PROVISIONS

19. The City of Salmon Arm Industrial Revitalization Tax Exemption Bylaw No. 4020 and amendments thereto form an integral part of this Agreement.

20. It is mutually understood, agreed and declared by and between the parties that Salmon Arm has made no representations, covenants, warranties, guarantees, promises, or agreements (oral or otherwise), expressed or implied, with the Owner other those expressly contained in this Agreement.

21. It is further expressly agreed that the benefit of all covenants made by the Owner herein shall accrue solely to the City and this Agreement may only be modified by agreement of the City with the Owner.

22. This Agreement shall enure to the benefit of and is binding on the parties and their respective heirs, executors, administrators, successors and assigns.

23. The Owner shall, on the request of the City, execute and deliver or cause to be executed and delivered, all such further transfers, agreements, documents, instruments, easements, statutory rights of way, deeds and assurances, and do and perform or cause to be done and performed, all such acts and things as may be, in the opinion of the City, necessary to give full effect to the intent of this Agreement.

24. Time is of essence of this Agreement.

25. This Agreement constitutes the entire agreement between the Owner and the City with regard to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written of the City with the Owner.

26. Any notice or other communication required or contemplated to be given or made by any provision of this Agreement shall be given or made in writing and either delivered personally (and if so shall be deemed to be received when delivered) or mailed by prepaid registered mail in any Canada Post Office (and if so, shall be deemed to be delivered on the sixth business day following such mailing except that, in the event of interruption of mail service notice shall be deemed to be delivered only when actually received by the party to whom it is addressed), so long as the notice is addressed as follows:

to the Owner at:

Name
Address

and

to the City at:

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

Attention: Corporate Officer

or to such other address to which a party hereto from time to time notifies the other parties in writing.

27. a) No amendment or waiver of any portion of this Agreement shall be valid unless in writing and executed by the parties to this Agreement; and

b) Waiver of any default by a party shall not be deemed to be a waiver of any subsequent default by that party.

28. This Agreement is not intended to create a partnership, joint venture, or agency between the Owner and the City.

29. This Agreement shall be construed according to the laws of the Province of British Columbia.

30. A reference in this Agreement to the City or the Owner includes their permitted assigns, heirs, successors, officers, employees, and agents.

31. This Agreement is effective from and after the reference date in this Agreement, but only if this Agreement has been executed and delivered by the Owner executed by the City.

32. Unless otherwise expressly provided in this Agreement, the expense of performing the obligations and covenants of the Owner contained in this Agreement, and of all matters incidental to them, is solely that of the Owner.

33. The Owner represents and warrants to the City that:

a) all necessary corporate actions and proceedings have been taken by the Owner to authorize its entry into and performance of this Agreement;

b) upon execution and delivery on behalf of the Owner, this Agreement constitutes a valid and binding contractual obligation of the Owner;

c) neither the execution and delivery, nor the performance, of this Agreement shall breach any other Agreement or obligation, or cause the Owner to be in default of any other Agreement or obligation, respecting the Property; and

d) the Owner has the corporate capacity and authority to enter into and perform this Agreement.

IN WITNESS WHEREOF the parties have affixed their hands and seals and where a party is a corporate entity, the corporate seal of that company has been affixed in the presence of its duly authorized officers effective the day and year first recited above.

SIGNED, SEALED AND DELIVERED BY THE CITY OF SALMON ARM in the presence of:

_____ _____
Mayor Witness

_____
Corporate Officer

SIGNED BY THE OWNER OF THE ABOVE NOTED PROPERTY in the presence of:

_____ _____
Witness

_____

BYLAW NO. 4020

SCHEDULE "C"

Application for Industrial Revitalization Tax Exemption

Date_____ Receipt No._____ Application No. _____

Property Owner/Applicant_____

Mailing Address _____

_____

Telephone No._____ Cell No. _____

Subject Property

Roll No._____ Civic Address_____

Legal Description_____

Zoning Designation_____

Current Assessed Value _____ Business Licence No._____

Description of Proposed Industrial Revitalization_____

_____

_____

_____

Year(s) Applying For_____

Value of Construction_____ Building Permit No._____

Note: Additional backup information may be required.

I certify that the above information is to my knowledge accurate and that I have received and read the Industrial Revitalization Tax Exemption Bylaw and applicable schedules.

_____ _____

Property Owner/Applicant Date

Office Use:

Property Tax Account_____ Utility Account_____

Other Fees, Rates or Charges Outstanding_____

_____

Notes To File_____

_____

_____

_____

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_____

_____

CITY OF SALMON ARM

BYLAW NO. 4337

A bylaw to Amend Industrial Revitalization Tax Exemption Bylaw No. 4020, 2014

WHEREAS the Council of the City of Salmon Arm has adopted Industrial Revitalization Tax Exemption Bylaw No. 4020, 2014;

AND WHEREAS it is deemed necessary to amend the bylaw;

NOW THEREFORE, the Council of the City of Salmon Arm, in open meeting assembled, enacts as follow;

1. THAT Section 16 be amended as follows:

   a) deleting "This Bylaw shall have an expiration date of five (5) years from the date of adoption." and replacing it with "This Bylaw shall have an expiration date of May 12, 2024."

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 Industrial Revitalization Tax Exemption Amendment Bylaw No. 4337".

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

_____
MAYOR

_____
CORPORATE OFFICER

Item 10.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the following bylaws be read a final time:

a) City of Salmon Arm 2018 – 2022 Financial Plan Bylaw No. 4312;
b) City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313;
c) City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314;
d) City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315;
e) City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316;
f) City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317;
g) City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318;
h) City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319;
i) City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320; and
j) City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4312

A bylaw to amend the 2018 to 2022 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2018 to 2022;

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

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

1. "Schedule "A" of "City of Salmon Arm 2018 to 2022 Financial Plan Bylaw No. 4288 is hereby deleted in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

   This bylaw may be cited for all purposes as "City of Salmon Arm 2018 to 2022 Financial Plan Amendment Bylaw No. 4312".

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

_____
MAYOR

_____
CORPORATE OFFICER

Schedule "A" - Bylaw #4312

City of Salmon Arm

2018 - 2022 Financial Plan

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	$18,028,860	$18,932,740	$ 19,311,395	$ 19,697,623	$ 20,091,575
Frontage & Parcel Taxes	3,313,300	3,367,800	3,435,156	3,503,859	3,573,936
Sales of Service	8,494,203	8,100,130	8,262,133	8,427,376	8,595,924
Revenue From Own Sources	2,755,750	3,333,050	3,399,711	3,467,705	3,537,059
Rentals	778,350	779,545	795,136	811,039	827,260
Federal Government Transfers	-	-	-	-	-
Provincial Government Transfers	606,850	373,100	380,562	388,173	395,936
Other Government Transfers	215,940	226,333	230,860	235,477	240,187
Transfer From Prior Year Surplus	685,780	579,400	590,988	602,808	614,864
Transfer From Reserve Accounts	1,660,377	900,095	918,097	936,459	955,188
Transfer From Reserve Funds	-	-	-	-	-
Total Consolidated Revenues	$36,539,410	$36,592,193	$ 37,324,038	$ 38,070,519	$ 38,831,929
Consolidated Expenditures					
General Government Services	3,664,330	3,547,935	$ 3,618,894	$ 3,691,272	$ 3,765,097
Protective Services	5,024,625	6,190,645	6,314,458	6,440,747	6,569,562
Transportation Services	5,229,145	5,431,330	5,539,957	5,650,756	5,763,771
Environmental Health Services	72,777	69,872	71,269	72,694	74,148
Environmental Development Service	2,509,255	3,153,645	3,216,718	3,281,052	3,346,673
Recreation and Cultural Services	4,050,310	4,469,185	4,558,569	4,649,740	4,742,735
Fiscal Services - Interest	1,464,738	1,346,843	1,373,780	1,401,256	1,429,281
Fiscal Services - Principal	1,149,705	1,316,705	1,343,039	1,369,900	1,397,298
Capital Expenditures	2,790,625	2,501,400	3,021,834	2,943,280	2,332,092
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	4,817,755	2,909,878	2,497,670	2,686,615	3,410,402
Transfer to Reserve Funds	1,279,230	1,111,855	1,134,092	1,156,774	1,179,909
Water Services	2,417,915	2,443,500	2,492,370	2,542,217	2,593,061
Sewer Services	2,069,000	2,099,400	2,141,388	2,184,216	2,227,900
Total Consolidated Expenditures	$36,539,410	$36,592,193	$ 37,324,038	$ 38,070,519	$ 38,831,929

Schedule "A" - Bylaw #4312

City of Salmon Arm

2018 - 2022 Financial Plan

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Capital Projects					
Finances Acquired					
General Operating Fund	$ 1,903,835	$ 1,646,400	$ 1,896,834	$ 1,953,280	$ 1,305,092
Water Operating Fund	541,510	547,500	450,000	490,000	500,000
Sewer Operating Fund	345,280	307,500	675,000	500,000	527,000
Federal Government Grants	1,276,475	2,901,500	-	-	-
Provincial Government Grants	1,501,475	2,996,500	-	-	-
Prior Year Surplus	315,000	56,000	-	510,000	-
Reserve Accounts	3,448,540	5,412,895	530,000	690,000	15,000
Reserve Funds	2,828,500	2,655,000	323,500	2,808,750	710,000
Development Cost Charges	945,000	334,000	2,125,000	2,307,500	3,335,000
Short Term Debt	835,000	55,000	-	-	-
Long Term Debt	-	5,820,000	-	-	-
Developer Contributions	241,122	1,177,000	40,000	40,000	44,000
Total Funding Sources	$ 14,181,737	$ 23,909,295	$ 6,040,334	$ 9,299,530	$ 6,436,092
Finances Applied					
Transportation Infrastructure	$ 6,347,142	$ 17,420,195	$ 3,979,500	$ 4,222,000	$ 3,622,000
Buildings	979,360	698,470	117,000	197,000	144,000
Land	-	720,000	-	-	-
IT Infrastructure	1,341,915	482,000	125,000	721,500	55,000
Machinery and Equipment	2,145,300	1,744,400	383,834	1,192,780	513,092
Vehicles	421,500	300,000	90,000	35,000	-
Parks Infrastructure	753,530	774,630	260,000	966,250	260,000
Utility Infrastructure	2,192,990	1,769,600	1,085,000	1,965,000	1,842,000
Total Capital Expense	$ 14,181,737	$ 23,909,295	$ 6,040,334	$ 9,299,530	$ 6,436,092

Departmental Summary:

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
General Government Services	$ 870,105	$ 875,970	$ 108,500	$ 193,500	$ 122,500
Protective Services	1,241,340	509,000	145,000	805,000	140,000
Transportation Services	7,907,892	19,318,195	4,276,000	4,523,500	3,918,500
Environmental Health Services	72,660	73,660	12,500	2,500	2,500
Environmental Development Services	45,000	-	-	-	-
Recreation and Cultural Services	919,470	923,870	333,334	1,235,030	335,592
Water Services	1,426,990	1,003,100	490,000	2,040,000	1,390,000
Sewer Services	1,698,280	1,205,500	675,000	500,000	527,000
Total by Department	$ 14,181,737	$ 23,909,295	$ 6,040,334	$ 9,299,530	$ 6,436,092

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2018. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

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

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

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

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

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

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	47.39%	51.79%
Parcel Taxes	8.71%	9.52%
User Fees, Charges and Interest Income	31.61%	34.55%
Other Sources	10.10%	1.74%
Proceeds From Borrowing	2.19%	2.40%
	100.00%	100.00%

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

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

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

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

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2018 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	4.0360	1.00:1	65.40%	85.28%
Utilities	26.3875	6.54:1	0.84%	0.17%
Supportive Housing	0.000	0:1	0.00%	0.00%
Major Industry	70.6999	17.52:1	3.02%	0.22%
Light Industry	11.3951	2.82:1	2.20%	1.01%
Business	11.3951	2.82:1	27.80%	12.84%
Managed Forest Land	8.7758	2.17:1	0.00%	0.00%
Recreational/Non Profit	2.9873	0.74:1	0.12%	0.22%
Farm	12.3901	3.07:1	0.62%	0.26%

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2017 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

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

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	$ 45,969.00	$ 37,384.00	$ 83,353.00
Non Profit Societies	348,059.00	211,535.00	559,594.00
Senior Centers	18,097.00	10,110.00	28,207.00
Other	15,707.00	12,244.00	27,951.00
Sports Clubs	264,554.00	151,665.00	416,219.00
Total	$ 692,386.00	$ 422,938.00	$ 1,115,324.00

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

Area	2013 General Municipal Tax Exemption	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	$ 46,974.30	$ 47,032.50	$ 45,846.66	$ 34,828.47	$ 29,851.20	$ 24,304.74

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

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

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

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

Schedule "B" – Bylaw #4312
2018 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

Area	2014 General Municipal Tax Exemption	2015 General Municipal Tax Exemption	2016 General Municipal Tax Exemption	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption
"Industrial Zone"	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 5,425.51

CITY OF SALMON ARM

BYLAW NO. 4313

A bylaw authorizing the expenditure of monies in the Equipment Replacement Reserve Fund

---

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Equipment Replacement Reserve Fund for the purpose of purchasing machinery and equipment;

AND WHEREAS there is an unappropriated balance in the Equipment Replacement Reserve Fund established under District of Salmon Arm Equipment Replacement Reserve Fund Bylaw, 1973 (Bylaw No. 1080) of $3,314,342.57 as at December 31, 2018, which amount has been calculated as follows:

Balance in Equipment Replacement Reserve Fund at December 31, 2017		$2,729,560.70
Add:	Additions to fund including interest earnings for current year to date	584,781.87
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Equipment Replacement Reserve Fund at December 31, 2018		$ 3,314,342.57

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

1. The sum of two hundred and fifty-three thousand eight hundred and fifty dollars and fifty-eight cents ($253,850.58) is hereby appropriated from the Equipment Replacement Reserve Fund for the following purchases:

Tractor - Unit No. 61	$ 134,518.75
¾ Ton 4x4 Truck – Unit No. 11	60,909.86
Underplow – Unit No. 62 & 57	186,632.39
Loader – Unit No. 50	21,466.25
Sweeper – Unit No. 35	19,793.99
	$ 253,850.58

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Equipment Replacement Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4313".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

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MAYOR

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CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4314

A bylaw authorizing the expenditure of monies in the Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection Purposes

---

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection purposes;

AND WHEREAS there is an unappropriated balance in the Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection purposes established under District of Salmon Arm Bylaw No. 3059 of $331,563.63 as at December 31, 2018, which amount has been calculated as follows:

Balance in Vehicle and Equipment Acquisition or Replacement Reserve Fund at December 31, 2017		$ 291,449.20
Add:	Additions to fund including interest earnings for current year to date	40,114.43
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Vehicle and Equipment Acquisition or Replacement Reserve Fund at December 31, 2018		$ 331,563.63

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

1. The sum of one hundred and forty-four thousand eight hundred and sixty-six dollars ($144,866.00) is hereby appropriated from the Vehicle and Equipment Acquisition or Replacement Reserve Fund for the purchase of Police Vehicles.

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Police Protection Vehicle and Equipment Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "**City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4314**".

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

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MAYOR

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CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4315

A bylaw authorizing the expenditure of monies in the Fire Protection Emergency Apparatus Reserve Fund

---

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund for emergency fire apparatus;

AND WHEREAS there is an unappropriated balance in the Fire Protection Emergency Apparatus Reserve Fund established under District of Salmon Arm Bylaw No. 3050 of $1,446,212.20 as at December 31, 2018, which amount has been calculated as follows:

Balance in Fire Protection Emergency Apparatus Reserve Fund at December 31, 2017		$ 1,239,138.60
Add:	Additions to fund including interest earnings for current year to date	279,873.60
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Fire Protection Emergency Apparatus Reserve Fund at December 31, 2018		$ 1,446,212.20

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

1. The sum of six hundred and sixty-one thousand three hundred and eighty-two dollars and eleven cents ($661,382.11) is hereby appropriated from the Fire Protection Emergency Apparatus Reserve Fund for the following purchases:
2.

Fire Engine – Unit No. 230	$ 450,322.34
Chevrolet Tahoe – Unit No. 217	51,822.56
Rescue Truck – Unit No. 231	139,831.54
Towing Truck – Unit No. 223	19,405.67
	$ 661,382.11

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Fire Protection Emergency Apparatus Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm Fire Protection Emergency Apparatus Reserve Fund Expenditure Bylaw No. 4315".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

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MAYOR

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CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4316

A bylaw authorizing the expenditure of monies in the General Capital Reserve Fund

---

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm General Capital Reserve Fund for the purposes of capital works;

AND WHEREAS there is an unappropriated balance in the General Capital Reserve Fund established under District of Salmon Arm Bylaw No. 1, 1979, (Bylaw No. 1304) of $752,733.20 as at December 31, 2018, which amount has been calculated as follows:

Balance in General Capital Reserve Fund at December 31, 2017		$ 389,334.41
Add:	Additions to fund including interest earnings for current year to date	363,398.79
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in General Capital Reserve Fund at December 31, 2018		$ 752,733.20

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

1. The sum of four hundred and twenty thousand dollars ($420,000.00) is hereby appropriated from the General Capital Reserve Fund to be expended on Property Acquisition – 351 3 Street SW.

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the General Capital Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm General Capital Reserve Fund Expenditure Bylaw No. 4316".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

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MAYOR

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CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4317

A bylaw authorizing the expenditure of monies in the Development Cost Charge Drainage Reserve Fund

---

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Drainage Reserve Fund for the purposes of drainage capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Drainage Reserve Fund of $1,690,386.05 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Drainage Reserve at December 31, 2017		$ 1,501,195.32
Add:	Additions to fund including interest earnings for current year to date	189,190.73
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Development Cost Charge Drainage Reserve Fund at December 31, 2018		$ 1,690,386.05

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

1. The sum of seventy-five thousand dollars ($75,000.00) is hereby appropriated from the Development Cost Charge Drainage Reserve Fund for the following purchases:

Storm Water Master Plan	$ 30,000.00
Area B – Shuswap Street/Foothills Road	45,000.00
	$ 75,000.00

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Drainage Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm Development Cost Charge Drainage Reserve Fund Expenditure Bylaw No. 4317".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

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MAYOR

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CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4318

A bylaw authorizing the expenditure of monies in the Development Cost Charge Road Reserve Fund

---

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Road Reserve Fund for the purposes of road capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Road Reserve Fund of $1,598,921.10 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Road Reserve at December 31, 2017		$ 1,365,612.99
Add:	Additions to fund including interest earnings for current year to date	233,308.11
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Development Cost Charge Road Reserve Fund at December 31, 2018		$ 1,598,921.10

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

1. The sum of one hundred and fifty thousand dollars ($150,000.00) is hereby appropriated from the Development Cost Charge Road Reserve Fund to be expended on the Auto Road Connector project.

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Road Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm Development Cost Charge Road Reserve Fund Expenditure Bylaw No. 4318".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

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MAYOR

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CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4319

A bylaw authorizing the expenditure of monies in the Development Cost Charge Water Reserve Fund

---

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Water Reserve Fund for the purposes of water capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Water Reserve Fund of $3,237,193.22 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Water Reserve at December 31, 2017		$ 2,793,732.92
Add:	Additions to fund including interest earnings for current year to date	443,460.30
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Development Cost Charge Water Reserve Fund at December 31, 2018		$ 3,237,193.22

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

1. The sum of four hundred and eighty thousand seven hundred and sixty-two dollars and seven cents ($480,732.07) is hereby appropriated from the Development Cost Charge Water Reserve Fund for the following purchases:

Metford Dam - Toe Berm	$ 160,000.00
Shuswap Street - Watermain	320,762.07
	$ 480,762.07

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Water Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm Development Cost Charge Water Reserve Fund Expenditure Bylaw No. 4319".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

_____
MAYOR

_____
CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4320

A bylaw authorizing the expenditure of monies in the Development Cost Charge Sewer Reserve Fund

---

WHEREAS under the provisions of Section 566 of the Local Government Act (S.B.C., 2015, c.1), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Development Cost Charge Sewer Reserve Fund for the purposes of sewer capital works;

AND WHEREAS the said capital works will serve, directly or indirectly, the developments in respect of which the charges were imposed;

AND WHEREAS there is an unappropriated balance in the Development Cost Charge Sewer Reserve Fund of $3,097,216.66 as at December 31, 2018, which amount has been calculated as follows:

Balance in Development Cost Charge Sewer Reserve at December 31, 2017		$ 2,657,872.84
Add:	Additions to fund including interest earnings for current year to date	439,343.82
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Development Cost Charge Sewer Reserve Fund at December 31, 2018		$ 3,097,216.66

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

1. The sum of one hundred and seventy thousand dollars ($170,000.00) is hereby appropriated from the Development Cost Charge Sewer Reserve Fund to be expended on WPCC - UV Light Disinfection System.

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Sewer Reserve Fund.

4. 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.

5. 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.

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as **"City of Salmon Arm Development Cost Charge Sewer Reserve Fund Expenditure Bylaw No. 4320".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

_____
MAYOR

_____
CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4321

A bylaw to provide for an amendment authorizing the expenditure of money in the Cemetery Columbarium Reserve Fund

---

WHEREAS it is deemed expedient to amend the bylaw authorizing the expenditure of money in the Cemetery Columbarium Reserve Fund;

AND WHEREAS under the provisions of Section 189 of the Community Charter, the Council may, by bylaw provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Cemetery Columbarium Reserve Fund for the purpose of columbarium development;

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

"City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Bylaw No. 4198" is hereby amended as follows:

WHEREAS there is an unappropriated balance in the Cemetery Columbarium Reserve Fund established under District of Salmon Arm Bylaw No. 3241 of $95,852.63 as at December 31, 2016 which has been calculated as follows:

Balance in Cemetery Columbarium Reserve Fund at December 31, 2015		$90,014.46
Add:	Additions to fund including interest earnings for current year to date	5,838.17
Deduct:	Commitments outstanding under bylaws previously adopted	Nil
Balance in Cemetery Columbarium Reserve Fund at December 31, 2016		$95,852.63

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.

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.

EFFECTIVE DATE

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

CITATION

This bylaw may be cited as **"City of Salmon Arm Cemetery Columbarium Reserve Fund Expenditure Amendment Bylaw No. 4321".**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS	8th	DAY OF	April	2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

_____
MAYOR

_____
CORPORATE OFFICER

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INFORMATIONAL CORRESPONDENCE - APRIL 23, 2019

1.	K. Pearson, Director of Development Services to L. Jack - email dated April 12, 2019 - Response to 3 citizen wishes for you to ponder	N
2.	M. Fisher to B. Housden, Brad's No Frills - letter received April 12, 2019 - Availability of boxes/banning of plastic bags	N
3.	J. Jacobson - letter received April 4, 2019 Proposed Shuswap Performing Arts and Culture Centre	N
4.	M. Kuster and B. Paton - email dated April 7, 2019 - 2019 Soap Box Derby Council Approval	R
5.	P. Thurston, Executive Director, The Shuswap Family Centre - letter dated April 9, 2019 - Proposal for a Skateboard Competition as a Fundraiser	R
6.	D. Dunlop, Executive Director, Canadian Mental Health Association - letter dated April 11, 2019 - Ride Don't Hide - Mental Health Bike Ride	R
7.	R. J. Haney Heritage Village and Museum - Newsletter - Real History - Good Food Hands-On Activities	N
8.	N. Woulle, V-P Ranges, S.A.F.&G. Club - email dated April 17, 2019 - Salmon Arm Fish and Game Club Safety Orientation Invitation	N
9.	L. Wong, Manager, Downtown Salmon Arm - letter dated April 17, 2019 - Downtown Community Cleanup	N
10.	Interior Health Authority - April 2019 - Health Communities Monthly Newsletter	N
11.	Regional District of North Okanagan, Splatsin, Columbia Shuswap Regional District - Media Release dated April 4, 2019 - CSRD, RDNO, Splatsin make progress on Rail Trail Initiative	N
12.	Minister S. Robinson, Ministry of Municipal Affairs and Housing - letter dated April 5, 2019 - Grant Approval for Secondary Water Supply - Preliminary Investigation	N
13.	Mayor M. Morden, City of Mapel Ridge - letter dated April 5, 2019 - Concern over recent action by the Ministry of Municipal Affairs & Housing	N
14.	C. Dunahee, President, Child Find BC - letter dated April 17, 2019 - Proclamation for National Missing Children's Month and Missing Children's Day	S

N = No Action Required
A = Action Requested
S = Staff has Responded
R = Response Required

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Item 13.2

CITY OF SALMON ARM

Date: April 23, 2019

Presentation 4:00 p.m.

NAME: Derek Sutherland, CSRD Protective Services

TOPIC: Shuswap Emergency Program

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

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Item 13.3

CITY OF SALMON ARM

Date: April 23, 2019

Presentation 4:15 p.m.

NAME: Phil McIntyre-Paul, Shuswap Trail Alliance

TOPIC: Foreshore (Raven) Trail Dog Monitoring Report and Recommendations

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:

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

11. CORRESPONDENCE

5. P. McIntyre-Paul, The Shuswap Trail Alliance - email dated March 1, 2019 - Updated Foreshore (Raven) Trail Dog Monitoring Report and Recommendations

0163-2019

Moved: Councillor Lavery
Seconded: Councillor Flynn
THAT: the letter from P. McIntyre-Paul, The Shuswap Trail Alliance - email dated March 1, 2019 - Updated Foreshore (Raven) Trail Dog Monitoring Report and Recommendations be deferred to a future meeting where P. McIntyre-Paul can present to Council;

AND THAT: Staff be directed to prepare a report with a bylaw amendment related to the critical nesting period.

CARRIED UNANIMOUSLY

From: Phil McIntyre-Paul
Sent: March 1, 2019 9:52 AM
To: Chris Larson; Kevin Pearson

Subject: Updated Foreshore (Raven) Trail Dog Monitoring Report and Recommendations

Hi Kevin and Chris and Advisory contacts,

Attached is an updated Foreshore (Raven) Trail Dog Monitoring Report and Recommendations following the Advisory meeting on February 4th. (Meeting notes are included as attachment in the updated report as well as separately for your review.)

The recommendations include suggested shift of the nesting closure period to May 1 - June 30 to better align with peak nesting season. (See notes attached).

They also include reminders of the State-of-the-Bay Conference recommendation and Habitat Compensation recommendation from the original plan. Re the Conference - SABNES is discussing with the Nature Trust and MFLNRO to look for grant funding to update the Habitat Management Plan. This would provide an excellent opportunity to leverage a one-day symposium to bring updated information to that discussion.

Finally - they recommend establishing an ongoing advisory - given the working group was only originally mandated for the initial planning process.

We did follow-up with Peter to see if there was another Dog Walker rep from their original advocacy group. Derek Woodhurst has indicated willingness to represent, so I have included him in this cc for information.

I can now report back to Council, as per the original agreement for 2018 monitoring.

Chris - will you forward this on to the GLC for info?

As for final invoicing on this - I still have funds held to reprint the damaged nesting closure banners. I will hold on this until a final decision on the nesting closure period is made.

With regards,

Phil

--

Phil McIntyre-Paul
The Shuswap Trail Alliance

c/o 250-804-1964
phil@shuswaptrails.com

www.shuswaptrailalliance.com

Foreshore (Raven) Trail Dog Monitoring 2018: REPORT

Prepared by: Phil McIntyre-Paul, The Shuswap Trail Alliance
Updated Version : January 24, 2019

For: City of Salmon Arm (Contact: Kevin Pearson, Director of Planning)

Purpose of 2018 Monitoring: to continue the Foreshore Trail Dog Monitoring program, including summer student surveys, in 2018 and report back to City Council on results at year-end (or earlier, if declining trend is noted as per adaptive plan.) Ref: See - *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017)

Scope of work/Deliverables: Description/Status. . .

a) Implement summer student survey support for the 2018 season (5 monitor surveys/week x 16 weeks including early morning & evening)
b) Continue to monitor the trailreport@shuswaptrails.com hotline and animal bylaw control reports
c) Post updated temporary information bulletins at all trailhead entries (11x17 laminated)
d) Reconvene monitoring working group to recommend/implement adaptive measures, if/as needed
e) Administration of monitoring program and working group, and ongoing review/analysis of trail data
f) Report back to City of Salmon Arm Council and staff on survey monitoring results
g) Replace spring trailhead closure banners
h) Monitor water access points off trail and implement barriers with City staff, if warranted

Summary Report and Recommendations:

The *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017) provides a series of recommended actions to manage and monitor walking of dogs on-leash along the Salmon Arm Foreshore Trail to ensure the highest level of compliance and protection of the foreshore habitat. *(See Adaptive Plan Summary below.)*

A third season of monitoring was conducted that included ongoing report tracking through the Shuswap Trail Report Hotline (trailreport@shuswaptrails.com), reporting through the City of Salmon Arm Animal Bylaw Control, and on-site compliance surveys conducted through the summer months.

The spring closure to dogs-on-leash (April 15 – June 15) was maintained with banners installed by SABNES volunteers at all entry points.

Results of 2018 summer surveys (see attached): The Nature Centre Summer Students conducted 47 surveys between June 21 and August 28, 2018. Surveys were conducted during a variety of morning, mid-day, and afternoon periods, as well as on several weekends. No surveys were conducted during the early morning or evenings, however. These time periods should be targeted in future monitoring.

Of a total 1075 people using the trail during survey walks, a total of 120 dogs with trail users were observed. Of these, 26 were non-compliant to the bylaw restrictions (12 off-leash, 14 on leashes greater than 2 m, and 1 in a restricted area - off main trail on boardwalk). Only 3 incidents of feces on trail were observed within the monitoring period.

Results Summary: 90% on-leash compliance (down 8% from 98% in 2017), 99% restricted area compliance (up 7 % from 92% in 2017), 97.5% feces compliance up 14.5% from 83% in 2017. *(See Adaptive Plan Summary below.)*

Trail Report input in 2018 for the Foreshore Raven Trail to the Shuswap Trail Report Hotline to date increased significantly over 2017 with 25 non-compliant dogs in 17 reported incidents including the critical closure period. 15 were off-leash, 6 on trail during nesting closure, and 12 off-trail in restricted areas. 1 long-leash report was also received. (Compared to only 1 report in 2017).

There was noted decline in compliance earlier in the spring, including during the closure period between April 15 and June 15. To monitor and assess this, we propose additional survey targets twice a week during early morning & evening time periods. These were not feasible within the Summer Student schedules, but are recommended to further assess the magnitude of declining non-compliance.

City Animal Bylaw Control Reports – _____ reports were submitted through the City Animal Bylaw Control. It is still not clear, however, if this program is maintaining a call database. A review of this program to assess how it might support a system for ongoing reporting is needed.

CONCLUSION: observed number of trail users with dogs increased to 11% of total use during on-site surveys in 2018 summer season (compared to 5% in 2017). **On-leash and overall compliance dropped notably in 2018** (90% & 70%) compared to 2017 (98% & 81%) and the agreed 2016 threshold of 97%, **Corrective actions are required** (e.g. educational reminders, additional signs, barriers, or closures). *(See Adaptive Plan Summary below.)*

Summary of Recommendations:

Original Recommendations: *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017)

- Continue the monitoring program, including summer student surveys
- Reconvene monitoring working group, as needed
- Maintain spring closure (April 15 – June 15)
- Implement further compensation – building on the current sewer repair compensation initiative (See Habitat Compensation Plan, 2017)
- Implement annual "State-of-the-Bay" Symposium as recommended in the 2004 Habitat Conservation Strategy (See Salmon Arm Bay Habitat Conservation Strategy, 2004, p. 30)
- Allocate annual budget to support ongoing Foreshore trail monitoring and maintenance

Additional Recommendations from 2017 monitoring season:

- Install simple barriers and signage at habitat access points along the main trail
- Conduct a round of public reminders of the dog management adaptive program
- Target addition of early morning and evening monitoring in the summer surveys
- Review City Animal Bylaw Control program to assess how it might support a system for ongoing reporting.

Further Recommendations from 2018 monitoring season:

- Reconvene monitoring working group to assess & assist response to noted decline in compliance
- Implement appropriate responses to mitigate the noted decline in compliance
- Continue to monitor results through fall/winter 2018 and spring/summer 2019
- Include early morning and later evening monitor times

Budget Recommendations: (from January 24, 2017)

- To implement the recommendations in 2017, the following resource needs were projected:

Action:	Resource Need:
Summer student survey support (5 monitor surveys/week x 16 weeks)	$2250
Annual administration of monitoring program and working group, and ongoing review/analysis of trail report data	City in-kind (or $1200 outsourced)
Reconvene working group, as needed	Participant in-kind/city chaired
Additional educational signage (4 locations at $250/sign = $1000)	$1000 + City in-kind for installation
Maintain spring closure (April 15 – June 15)	Attach existing banners (SABNES in-kind)
State-of-the-Bay Conference (administration, meeting costs, facilitation)	$5000

Acknowledgement: Special thanks to the 2018 Nature Centre Summer Staff, Emilyn Sim and Morgan Lapointe, who conducted the 2018 summer foreshore trail dog monitoring surveys and data reporting.

ATTACHMENTS. . .

Foreshore Trail Dog-Monitoring Adaptive Plan Summary: (See: *Raven Foreshore Trail – Domestic Dog Management: Habitat Inventory, Compensation, Monitoring and Adaptive Plan* (January 24, 2017)

Results: what the adaptive management plan is attempting to achieve. . .

- **Goal 1:** Maintain functional ecosystems and where possible, enhance plant and animal resources in concert with the broader resources of the bay area.

- **Goal 2:** Allow compatible public recreational and educational use of the area only to the extent that it does not conflict with Goal 1.

(See Habitat Management Plan, 2004, page 24)

The adaptive plan builds on a testable question: "Will the mitigation effort (new signage for leash and closure restrictions) maintain an appropriate level of compliance for dog walking on the foreshore trail?"

Desired Behaviours: actions by users that are most likely to achieve the results above. . .

- All dogs on restricted (2.0 m) leash on foreshore trail only; no dogs on other trails;
- No dogs off leash (City SA Resolution 0438-2015)
- No dogs between April 15 – June 15
- All dog feces removed

(See Habitat Management Plan, 2004, page 29, City of Salmon Arm Resolution 0438-2015, and City SA Bylaw #2119)

Indicators: what should be measured to determine if the results are being achieved. . .

- Observed compliance to dog access restrictions
- Observed compliance to feces removal
- Signs of dog-related habitat disturbance
- Signs of dog-related wildlife displacement

Limits of Acceptable Change: agreed upon limit of change to the above indicators, beyond which corrective actions would be required. Agreed the acceptable limits varied depending on the potential risk and severity of harm.

- ***the goal is 100% compliance, but 97% is an acceptable threshold limit.*** Any trend below this level of compliance would trigger the need for a response.
- *High risk observations requiring immediate response* include: observed harassment of wildlife by dogs both off-leash and on-leash; also dog-off-leash, and dogs during critical nesting season. Clear incidents of habitat damage or wildlife harassment or dogs on trail during closures (high risk limits) would warrant immediate response, regardless of the monitoring trends.
- *Education Period* – time to allow for a little more tolerance to bring people into compliance was reasonable; but some changes may not be able to wait for time to see people educated – example: maintaining grebe population, diminishing seagull population – these require immediate response. Agreed the window of education is very narrow in critical areas.

. . .adaptive plan summary continued next page. . .

Mitigation Actions: answer how to achieve the desired behaviours. The current mitigation actions identified for this phase of the plan were:

- *Education & compliance* – messaging: the Working Group advocated a positive, collaborative, solutions focused tone and approach in all communications (says what to do and why, rather than what not to do). Update bulletins were attached to all new bylaw signs along the trail (7 locations). These bulletin included information on the methods to report observations.
- *Signage* – City bylaw signage was installed in February 2016 at both trailheads, each boardwalk and viewing platform, entry to Christmas Island, and the social entry point off 17th Street. As well, seasonal closure banners were installed on both trailhead gates between April 15 and June 15th. Additional information bulletins were installed to all bylaw signs (see above). As well, SABNES installed an informational banner on the Christmas Island.
- *Community PR* – media: a news release was circulated during the April 15 – June 15 closure
- *Leash lengths* – leash length limits are posted on all bylaw signs
- *Dog feces bag dispensers* – City of Salmon Arm staff installed dog feces bag dispensers at both trailheads.
- *Trail ambassadors* – working group members joined SABNES volunteers, Shuswap Naturalists, and Greenway volunteers in regularly walking, monitoring, talking to, and encouraging trail users to join in helping to care for the foreshore through compliance and stewardship support.
- *Trail closure periods* – the April 15 to June 15 Closure to Dogs during the critical nesting period was communicated to the public through the media, colourful trailhead banners, and social media posts (Shuswap Trails eBulletin and Facebook).

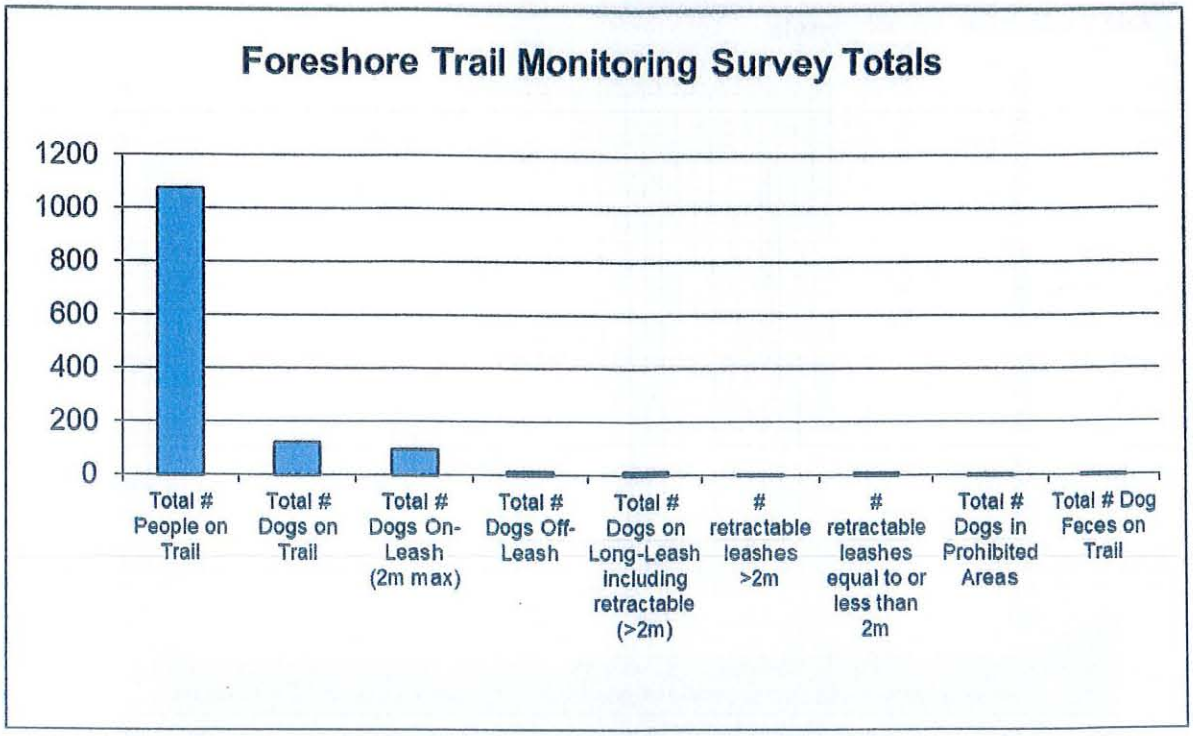
Corrective Actions: These are actions triggered if monitoring suggests that indicators have exceeded acceptable limits. Broadly speaking, they include:

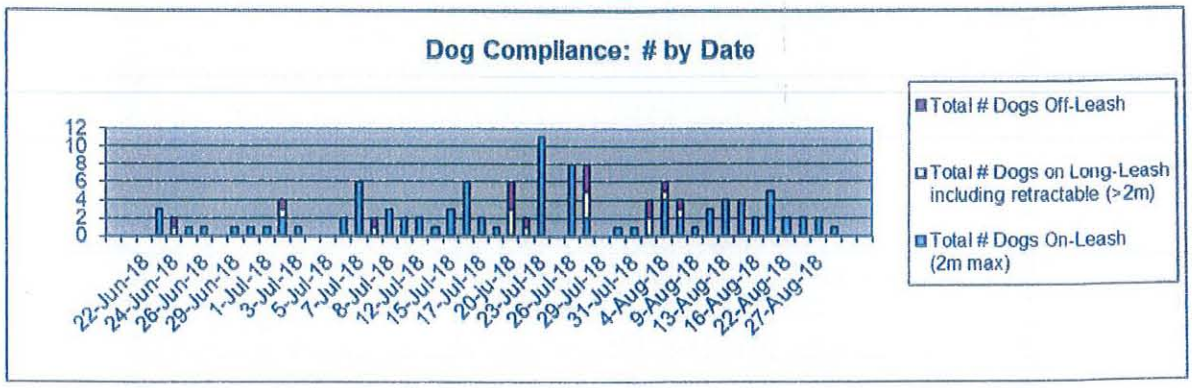
- Adapting or increasing trail user education, messaging, and/or signage efforts
- Increased trail stewardship efforts
- Review photos to determine if more individual targeted approach is necessary
- Adapting restrictions (e.g. decrease length of leash restriction)
- Restricting access
- Extend dog closure period
- Close trail to all dog walkers
- Rehabilitation

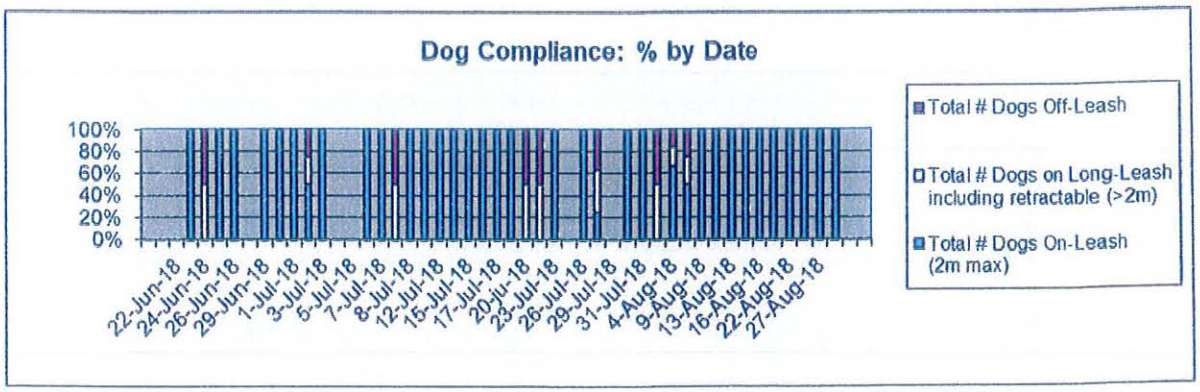
Foreshore (Raven) Trail Monitoring - Survey Talley MASTER

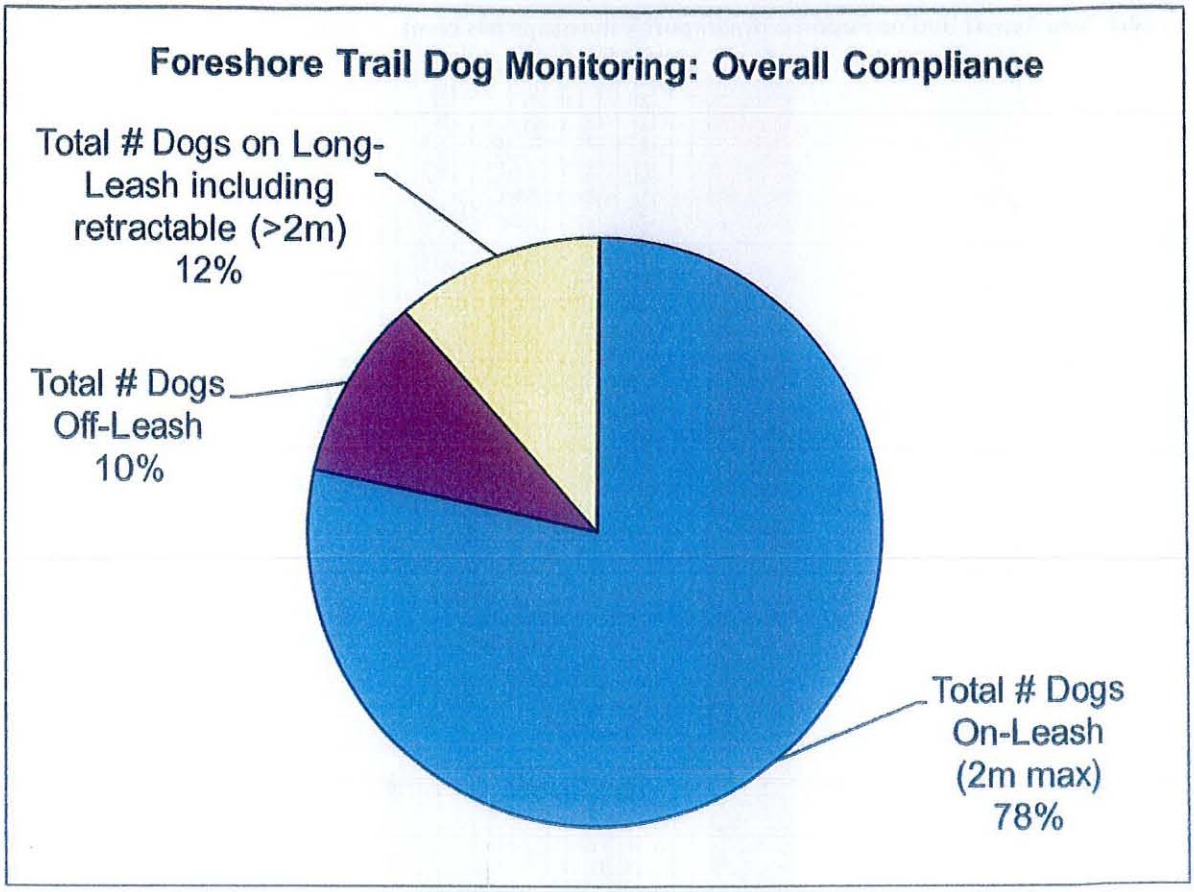
Format Update: June 20, 2018 (PMcP)

Report #	Date	Monitor Name	Time On	Time Off	Start/End Location	Environmental Conditions (Sun/Cloud, temp, etc)	Total # People on Trail	Total # Dogs on Trail	Total # Dogs On-Leash (2m max)	Total # Dogs Off-Leash	Total # Dogs on Long-Leash including retractable (>2m)	# retractable leashes >2m	# retractable leashes equal to or less than 2m	Total # Dogs in Prohibited Areas	List Prohibited Areas	Total # Dog Feces on Trail	Comments (Photos taken, response from trail users)
1	21-Jun-18	Emilyn Sir	1:00pm	1:45pm	west trail head	sunny and very hot	3	0	0	0	0	0	0	0		0	1
2	22-Jun-18	Emilyn Sir	10:30am	11:30am	west trail head	cloudy and hot	7	1	0	1	0	0	0	1	boardwalk in front of lakeside	0	
3	23-Jun-18	Morgan La	10:00am	10:50am	west trail head	hot, cloudy	44	4	3	1	0	0	0	0		0	
4	24-Jun-18	Morgan La	11:20am	12:00PM	west trail head	very hot, very sunny	25	1	0	0	1	0	0	0		0	
5	25-Jun-18	Emilyn Sir	2:00pm	3:00pm	west trail head	windy and cloudy	7	1	1	0	0	0	0	0		0	
6	26-Jun-18	Emilyn Sir	1:00pm	2:0pm	west trail head	warm, sunny with clouds, windy	8	1	1	0	0	0	1	0		0	
7	26-Jun-18	Emilyn Sir	10:15am	N/A	west trail head	light rain, very cloudy	17	0	0	0	0	0	0	0		0	man with off leash ogs insisted that his animals were behaned and could be off leash.
8	29-Jun-18	Morgan La	12:00 PM	1:10pm	west trail head	sunny , light rain	18	3	1	2	0	0	0	0		0	
9	30-Jun-18	Morgan Lapointe		1:30 AM	west trail head	rainy, humid, cloudy	45	1	1	0	0	0	0	0		1	
10	1-Jul-18	Morgan La	11am	12pm	west trail head	cloudy, light wind, mild temp	17	1	1	0	0	0	0	0		0	
11	2-Jul-18	Emilyn Sir	10:30am	11:30am	west trail head	cloudy, windy, light rain	14	3	2	0	1	1	0	0		0	
12	3-Jul-18	Emilyn Sir	2:45pm	3:45pm	west trail head	moderate, sunny with clouds	21	1	1	0	0	0	0	0		0	
13	4-Jul-18	Morgan La	12pm	1:30PM	west trail head	hot and sunny	19	0	0	0	0	0	0	0		0	
14	5-Jul-18	Morgan La	12pm	12:48 PM	west trail head	hot and sunny	10	0	0	0	0	0	0	0		0	phesant heard, spotted sharp tailed grouse
15	6-Jul-18	Morgan La	10:40 AM	11:35 AM	west trail head	moderate, sunny with clouds	25	2	2	0	0	0	0	0		0	
16	7-Jul-18	Morgan La	9am	10am	west trail head	warm, light breeze	60	7	6	1	0	3	3	0		1	off leash dog owner, very compliant
17	7-Jul-18	Morgan La	12pm	130pm	west trail head	hot wind	20	1	0	0	1	1	0	0		0	
18	8-Jul-18	Morgan La	930am	1030am	west trail head	sunny, cool	35	4	3	1							
19	10-Jul-18	Emilyn Sir	11:00am	12:30pm	west trail head	cloudy, moderate	16	2	2	0	0	0	0	0		0	
20	12-Jul-18	Emilyn Sir	10:10am	11:40am	west trail head	sunny and hot	20	2	2	0	0	0	0	0		0	
21	13-Jul-18	Emilyn Sir	2:00pm	3:30pm	west trail head	very hot, very sunny	11	1	1	0	0	0	0	0		0	
22	15-Jul-18	Emilyn Sir	12:45pm	2:05pm	west trail head	hot and sunny	25	3	3	0	0	0	1	0		0	
23	16-Jul-18	Emilyn Sir	1:10pm	2:40pm	west trail head	cloudless, extremely hot and sunny	19	6	6	0	0	0	0	0		0	
24	17-Jul-18	Emilyn Sir	9:35am	11:00am	west trail head	very hot and sunny	25	2	2	0	0	0	0	0		1	
25	18-Jul-18	Morgan La	11am	12:40pm	west trail head	very hot, very sunny	27	1	1	0	0	0	0	0		0	family spotted 2 deer on trail, sharptailed grouse and babies spotted
26	20-Ju-18	Morgan La	9:40 AM	10:40 AM	west trail head	cloudy, windy,rainy,some sun,cool	11	3	0	0	3	0	0	0		0	"well I don't know if I want to be on the trail if a bear has been spotted "
27	21-Jul-18	Morgan La	9am	945am	west trail head	cloudy, cool,light wind	39	2		1	1	0					
28	23-Jul-18	Emilyn Sir	1145am	1pm	west trail head	hot and sunny	33	11	11								
29	24-Jul-18	Emilyn Sir	120pm	230pm	west trail head	very hot and sunny	14										
30	26-Jul-18	Emilyn Sir	945am	11am	west trail head	sunny and warm	32	8	8				3				
31	28-Jul-18	Morgan La	840am	940am	west trail head	hot, breezy	33	5	2		3	0					
32'	29-Jul-18	Morgan La	230pm	307pm	west trail head	hot, dry and breezy	16										
33	30-Jul-18	Emilyn Sir	10am	11am	west trail head	hot and sunny	28	1	1								
34	31-Jul-18	Emilyn Sir	1145am	1245pm	west trail head	hot and sunny	6	1	1								
35	3-Aug-18	Morgan La	12:30pm	1:30pm	west trail head	cloudy, warm, with some sun	31	2			2						
36	4-Aug-18	Morgan La	9:30am	10:10am	west trail head	warm and sunny	33	5	4		1						
37	7-Aug-18	Emilyn Sir	9:45am	10:45am	west trail head	hot and sunny	27	3	2		1						
38	9-Aug-18	Emilyn Sir	11:15am	12:15pm	west trail head	hot, sunny, and smokey	12	1	1								
39	10-Aug-18	Morgan La	9:00am	10:10am	west trail head	hot and sunny	43	5	3	2							
40	13-Aug-18	Emilyn Sir	9:30am	10:30am	west trail head	warm and smokey	12	4	4								
41	14-Aug-18	Morgan La	9:00am	9:45am	west trail head	cloudy, smoky, and cool	17	7	4	3							
42	16-Aug-18	Morgan La	9:30am	10:35 AM	west trail head	warm, breezy, light sun, smokey	31	2	2								
43	20-Aug-18	Emilyn Sir	10:30am	11:30am	west trail head	smoky, sunny, and warm	19	5	5				1				
44	22-Aug-18	Morgan La	9:05am	10:00am	west trail head	sunny, warm, cool breeze	50	2	2								
45	23-Aug-18	Emilyn Sir	3:40pm	4:40pm	west trail head	overcast, smoky	12	2	2								
46	27-Aug-18	Emilyn Sir	3:45pm	4:45pm	west trail head	warm, very sunny	22	2	2								
47	28-Aug-18	Emilyn Sir	1:00pm	2:00pm	west trail head	warm and suny	16	1	1								
INSERT NEW ROWS ABOVE THIS LINE IN ORDER TO MAINTAIN FORUMLA CALCULATIONS - INSERT NEW ROWS ABOVE THIS LINE IN ORDER TO MAINTAIN FORUMLA CALCULATIONS - INSERT NEW ROWS ABOVE THIS LINE IN ORDER TO MAINTAIN FORUMLA CALC																	
TOTALS ROW. . .							1075	120	94	12	14	5	9	1		3	
						Total Dog Check		120	Should Equal Total Above in Column I29								


Foreshore Trail Monitoring Survey Totals
1200
1000
800
600
400
200
0
Total # People on Trail
Total # Dogs on Trail
Total # Dogs On-Leash (2m max)
Total # Dogs Off-Leash
Total # Dogs on Long-Leash including retractable (>2m)
retractable leashes >2m
retractable leashes equal to or less than 2m
Total # Dogs in Prohibited Areas
Total # Dog Feces on Trail


Dog Compliance: # by Date
12
10
8
6
4
2
0
22-Jun-18
24-Jun-18
26-Jun-18
29-Jun-18
1-Jul-18
3-Jul-18
5-Jul-18
7-Jul-18
8-Jul-18
12-Jul-18
15-Jul-18
17-Jul-18
20-ju-18
23-Jul-18
26-Jul-18
29-Jul-18
31-Jul-18
4-Aug-18
9-Aug-18
13-Aug-18
16-Aug-18
22-Aug-18
27-Aug-18
Total # Dogs Off-Leash
Total # Dogs on Long-Leash including retractable (>2m)
Total # Dogs On-Leash (2m max)


Dog Compliance: % by Date
100%
80%
60%
40%
20%
0%
22-Jun-18
24-Jun-18
26-Jun-18
29-Jun-18
1-Jul-18
3-Jul-18
5-Jul-18
7-Jul-18
8-Jul-18
12-Jul-18
15-Jul-18
17-Jul-18
20-ju-18
23-Jul-18
26-Jul-18
29-Jul-18
31-Jul-18
4-Aug-18
9-Aug-18
13-Aug-18
16-Aug-18
22-Aug-18
27-Aug-18
Total # Dogs Off-Leash
Total # Dogs on Long-Leash including retractable (>2m)
Total # Dogs On-Leash (2m max)



Note: does not include # dogs noted in Prohibited Area or additional observations.

2018 Trail Report Hotline Reports: (trailreport@shuswaptrails.com)

Date Received	Trail	Location	Maintenance Needed	Notes	off-leash	long-leash	restricted area	closure period	harassing wildlife	Number of dogs	Description of dog	Photo?	Comments
01/01/2018	Nature Trail				Y		Y			1			
01/03/2018	Nature Trail				Y		Y			2			
15/03/2018	Nature Trail					Y	Y	N		1			
18/03/2018	Raven	Near beaver pond	Unleased dog on trail		Y		Y			1	german shepard	N	Lady ignored Clives request to leash dog
08/04/2018	Raven	Christmas Island	Unleased dog on Christmas Island	Complainant would like signs and news	Y		Y			1		N	
08/04/2018	Raven	Flats N of Nature House	2 Off Leash Dog Report	Dog encouraged to chase geese	Y					1			
09/04/2018	Raven	Christmas Island & main tral	2 off leash and on leash	Report dogs and owners not complying	2Y		Y			3	pit bull;collie	N	Went off trail and on Christmas Island
14/04/2018	Raven	Foreshore	dog off leash - owner not responsive to comment		y		Y			1	big cream color	y	
14/04/2018	Raven	beginning of trail with no dog sign	dog off leash - owner not responsive to comment		Y					1			
20/04/2018	Foreshore Trail							Y		2		n	two walkers 1 medium size and a large lab.
21/04/2018	Nature Trail				y		y	y		2		n	2 women saw signs but ignored them.
04/27/2018	Foreshore Trail				Y			Y		2	medium size/setter	n	Both knew rules and ignored them
14/08/2018	Raven	Raven End of trail	Dog report	Joggers with dog off leash	Y	N	Y	N	N	1	Labordoodle	n	
14/08/2018	Raven	Raven Trail	Man on bike with 2 dogs	Has happened 3 times	Y	N	Y	N	N	2		N	Man on bike with 2 dogs
14/08/2018	Raven	Raven Trail	Man on bike with 2 dogs	Has happened 3 times	Y	N	Y	N	N	2		N	Man on bike with 2 dogs - second incident
14/08/2018	Raven	Raven Trail	Man on bike with 2 dogs	Has happened 3 times	Y	N	Y	N	N	2		N	Man on bike with 2 dogs - third incident
				Totals To-Date	15	1	12	3		25			

Foreshore Trail Dog Monitoring
Meeting Notes - Working Group Advisory Check-In: February 4, 2019
Prepared by: Phil McIntyre-Paul
Updated: February 27, 2019

Present: Janet Aitkin (SABNES), Geoff Benson (SABNES), Joe Johnson (Salmon Arm Greenway Liaison Committee), Phil McIntyre-Paul (Shuswap Trail Alliance)

Regrets: Peter Roberston (Dog Walking Rep)

Meeting Purpose: to review 2018 Foreshore Trail Dog Monitoring Survey report and provide recommendations/feedback to forward to Salmon Arm City Council and staff for consideration

Background: a third season of surveys was conducted by the City of Salmon Arm (administered through the Shuswap Trail Alliance and the Nature Bay Summer Student program) between June and August 2018 monitoring on-leash dog-walking compliance along the Foreshore (Raven) Trail in Salmon Arm. This was the third season of monitoring. The first monitoring survey was conducted in 2016 as part of the Foreshore Trail On-Leash Dog Walking Adaptive Management Plan.

As part of the adaptive plan, a 100% compliance goal was set with a trend below 97% identified as the limit below which corrective actions would be triggered. The 2018 monitoring survey reported a 90% level of on-leash compliance down 8% from 2017 warranting corrective actions be taken by the City.

Members of the original Working Group were invited to respond to the report and recommendations. The following notes reflect that discussion and are incorporated in the final report to City Council.

Meeting Discussion Notes:

1. **Reviewed 2018 Foreshore Monitoring Report** (see attached) – noted slip to 90% on-leash compliance; all agreed this is most likely a result of time since 2016 publicity and people needing a reminder. Also acknowledged the importance of taking positive pro-active action, and affirmed importance of maintaining the monitoring to guide appropriate level of response.

2. **Discussion –**
    a. Noted report in spring of dogs off leash in early morning; and some evidence one or two specific individuals were resistant to requests to keep dogs on leash
    b. Confirmed importance of framing messaging in the positive affirmation of the majority of dog-walkers who are upholding the on-leash bylaws and supporting care of the area
    c. Also affirmed response needed is PR/education and signage reminders
    d. Shared Peter Robertson's email notes – important to find dog-walking representative for ongoing monitoring advisory; re suggestion of changing nesting closure times – important to ensure it is based on evidence so as not to be perceived as just an attempt to expand the trail closure

e. Janet shared observation notes from Ed MacDonald (Shuswap Naturalists) and Ted Hillary (who maintain bird nesting observations) – see recommendation below. Confirmed they are just suggesting sliding the existing period two weeks later to better match the peak nesting period based on field observations.

3. **Suggested actions:**
   a. **Issue new PR/News Release** – messaging should include a call to dog walkers to be ambassadors (positive call to action), tell other dog walkers about the importance of compliance, note the slip in compliance, remind everyone of the bylaw requirements and why they are important, also note the need to improve or else trail may have to be closed to dogs, and promote other trails where people can also walk their dogs in the City (especially during the closure period); very important to use positive messaging – thank all the compliant dog walkers. Question – how best to reach people who don't read the newspaper or listen to radio?
   b. **Include reminder in Weekly City Ad Block** – including closure reminder, report number
   c. **Install new reminder bulletin signage** (laminated zap-strapped to existing signs)
   d. **Include Winter reminder** – bylaws apply year-round; closed areas still closed during winter – noting dog walking in bay even when lake/ground is frozen or snowy.
   e. **Maintain annual monitoring** – recommend continuing to fund summer student monitoring and report, as well as ongoing public monitoring through trail report and animal control phone-in, and animal control monitoring and regular reporting to City
   f. **Get early morning and later evening monitor reports** - suggested starting Nature Centre summer students earlier on some mornings to get a better snap shot that time of day, and inviting volunteer trial users to conduct early morning/evening monitoring reports; suggested possible poster at Lakeside Manor inviting volunteers: "Are you interested in being a trail block parent?"
   g. TrailReport@shuswaptrails.com still the go-to trail report hotline for all trails in the Shuswap. Foreshore dog monitor reports are collected, recorded and reported.
   h. **Animal Control Bylaw Officer** – updated city has contracted a new animal bylaw control officer – City hopes this will improve monitoring and reporting – this will continue to be the phone in report contact
   i. **Question**: how to get the Dog Control report number out – noted it was on the sign, but doesn't seem to get used. Idea – what about putting it on the dog poop bags?
   j. **Adjust Nesting Closure Dates to May 1 – June 30** to better fit nesting season – Janet and Geoff reported on seasonal nesting observations which suggest a need to move the nesting closure two weeks later than current dates from April 15 – June 15 to May 1 – June 30 to better fit the peak nesting season. Noted the original dates were a guess. Naturalists Ted Hillary and Ed McDonald, and Biologist, Di Witnar, have compiled their seasonal notes to suggest the following:

      "May 1 to June 30 would be better than what there is now. W. grebes usually don't start nesting until after high water which is usually toward the end of June. Most small

songsters, including flycatchers and warblers, don't nest until mid May or later."

The adjustment of dates were supported noting it was still the same length of time just moved two weeks later.

k. **Trailhead Kiosk Sign** - SABNES reported the large trailhead kiosk signs are getting changed this spring and will be consistent with messaging on the other signs.
l. **Trailhead Nesting Closure Banner** – replacements will be printed once seasonal dates are confirmed.
m. **Establish Ongoing Monitoring Advisory** – acknowledged the working group is no longer a formally appointed group; recommend city establish a foreshore dog-walking monitoring advisory that include representation as outlined in the original working group terms
n. **Continue funded monitoring program** – maintain the current monitoring program plus target additional early morning and evening monitoring, update bulletin signage and PR, plus convene advisory if/as needed.
o. **State of the Bay Conference** – SABNES leadership noted they are proceeding to apply for funding to work on updating the original nature bay management plan; will be meeting with Nature Trust and Ministry for Forest Lands and Natural Resources; all acknowledged this was a perfect opportunity for the City to partner and to consider the opportunity to leverage this with the recommended State of the Bay Conference.
p. **Compensation** – it was noted no action has been taken by City regarding the original management plan recommendation regarding appropriate habitat compensation. Recommend including a reminder in the report recommendations.

Feb 21, 2019 - Additional Note Re Monitoring Advisory Dog Walking Representative: Peter Roberston followed up with Derek Woodhurst, who had been part of the original dog walking advocacy group in 2016. Derek is willing to act as a representative for dog walkers on a monitoring advisory and has been added to the contact list.

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Item 17.1

CITY OF SALMON ARM

Date: April 23, 2019

Salmon Arm Children's Festival Society
Request for Assistance

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

-----Original Message-----
From: Alan Harrison
Sent: April 9, 2019 5:54 PM
To: Shuswap Day Care Society
Cc: Rob Niewenhuizen; Mayor_and_Council
Subject: Children's Festival

Hello Karen,

Thank you for presenting to Council yesterday.
I know all of Council and the community appreciate the work you and the Canada Day committee and volunteers contribute, to bring about such a fun and inclusive celebration.

Thank you for agreeing to put together a proposal letter for council to consider in next fall's budget deliberations.

For this year, here is the information you requested:

*Council will consider your request to waive at least half of the rental fee for the indoor sports arena at our April 23rd Council meeting.

*Thank you for the invitation to the Canada Day Festivities! My wife and I love attending. This year however, we are away.
Deputy Mayor Wallace Richmond will represent the City, will welcome families, thank volunteers and help cut the cake.

*Thank you for the volunteer poster. I put in a plug for volunteers on the radio this morning, and have forwarded a poster to Patrick to mention on his morning show. We will post one at City Hall as well.

*Yes, the City crew will again assist with putting up (June 28th) and taking down (July 2nd) the two large event tents.

*Yes, please do send your annual letter for closure of 5th. That will be no problem.

Thank you again for your dedication to this widely enjoyed Canada Day, Children's Festival.

Much Appreciated,

Alan Harrison
Mayor,
City of Salmon Arm

From: Shuswap Day Care Society [shuswapdaycare@telus.net]

Sent: April 9, 2019 10:42 AM
To: Alan Harrison
Subject: Tents

Hi Alan
Thank you for allowing us (The Salmon Arm Children's Festival Society) to present to yourself and council yesterday. We know the festival is very valued by council and our community we just really need to find some new blood and dollars to keep it alive and viable. I know myself and our core group are beginning to age out and are needing support. We are hoping by offering the cadets a financial donation that this could become an annual partnership to assist with the set up and take down aspect. As well we are reaching out to groups to hopefully come on board and volunteer. We will prepare a proposal letter for council to consider in the fall when planning for the upcoming budget as requested.

- For this year's Festival we are hoping the City will consider waiving at least half if not all the rental fee for the indoor sports arena $1162.00 if not we will have to approach more local businesses to cover the additional day increase.

- We are extending an invitation to yourself to join us on Canada Day at 12:30 to assist with the cake cutting and if you wish to say a few words on main stage, if you are unable to we would appreciate a reprehensive from council to attend.

- I have attached a volunteer poster that maybe might interest some of the City of Salmon Arm employees, if you could post or share would be appreciated

- The Society as well would like to confirm that we can count on a city crew to assist us as in the past to assemble the two large event tents on the morning of Friday June 28th and take down on Tuesday July 2nd.

- The Society as well will be sending an official letter in May requesting to close the street located by the fairgrounds as in the past for July 1st to make the event a safe place for all families in attendance

Thanks so much for your valuable words and suggestions and for recognizing the importance of volunteers and our event.
Karen Bubola
Manager
Shuswap Day Care Society/Salmon Arm Children's Festival Society
250-832-6192
www.shuswapdaycare.ca<http://www.shuswapdaycare.ca>

CANADA DAY

CHILDREN'S FESTIVAL

sachildrensfest.com

VOLUNTEERS NEEDED

JUNE 30 - JULY 1

SALMON ARM FAIRGROUNDS

- Set-Up
- Take-Down
- Festival games & activities

Certificate provided for hours worked.
Age 13 & under must be accompanied by an adult.

EMAIL: volunteer@sachildrensfest.com

Rotary

Canadian Heritage Patrimoine canadien

Salmon Arm

SASCU CREDIT UNION

- Salmar Community Association
- BDO
- EZ Rock 91.5

Item 18.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Mayor Harrison

Seconded: Councillor Flynn

THAT: Council contribute $5,500.00 from 2019 Council Initiatives for irrigation and mowing of the baseball fields at Salmon Arm Elks Hall and Park located at 3690 30 Street NE;

AND THAT: Council direct staff to negotiate a long term joint use agreement between the City of Salmon Arm and Salmon Arm Elks (#455) for the irrigation and mowing of the baseball fields, located at 3690 30 Street NE for use by Salmon Arm Minor Baseball et. al.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM
ENGINEERING AND PUBLIC WORKS DEPARTMENT

2015 WORKS ESTIMATE

Class '?'

Date: April 9th 2019

Project No.:

Prepared By: JC/RN

PROJECT DESCRIPTION

Elk Park Maintenance Request

PROJECT DETAILS

Provide Turf Maintenance and Irrigation To Elks Park and Ball Fields

	DESCRIPTION	QUANTITY	UNIT	COST	EXTENSION
1	Labour (City) 26 week mowing shedule, Fertilize one application, charge irrigation system/ winterize			$	2,000
2	Equipment (city) Unit 94 fertilize, Toro Unit # 85			$	2,000
3	Materiels Fertilizer, seed, irrigation repairs			$	1,000
4				$	-
5				$	-
6				$	-

Notes:
No Field Grooming or weed wipping along fence lines,
Minimal Irrigation works,

SUBTOTAL		$	5,000
ENG. AND CONTINGENCY	10%	$	500
TOTAL COST		$	5,500
ESTIMATE		$	5,500

Item 20.1

CITY OF SALMON ARM

Date: April 23, 2019

Public Input Session 6:00 - 7:00 p.m.

TOPIC: Checkout Shopping Bag Regulation Bylaw No. 4297

Vote Record

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

Opposed:

- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
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NOTICE OF PUBLIC INPUT SESSION

Proposed Checkout Shopping Bag Regulations

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Input Session in the Council Chamber of City Hall, 500 - 2 Avenue NE on Tuesday, April 23, 2019 commencing at 6:00 p.m. to consider the proposed Checkout Shopping Bag Regulations Bylaw No. 4297.

The City staff report and bylaw can be viewed at the front counter of City Hall and at www.salmonarm.ca.

All persons who deem their interest to be affected by the proposed bylaw will be afforded an opportunity to be heard in person, by a representative, or by written submission on all matters contained in the proposal at the above time and place.

For more information, please contact 250.803.4036 or email reusablebags@salmonarm.ca.

CITY OF SALMON ARM

BYLAW NO. 4297

A bylaw to regulate the use of checkout shopping bags

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

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

1. DEFINITIONS

"Checkout Bag" means:

a) any bag intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the business providing the bag; or

b) bags used to package take-out or delivery of food;

c) and includes Paper Bags, Plastic Bags, or Reusable Bags;

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

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

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

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

a) designed and manufactured to be capable of at least 100 uses; and

b) primarily made of cloth or other washable fabric;

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

2. CHECKOUT BAG REGULATIONS

1) Except as provided for in this Bylaw, no Business shall provide a Checkout Bag to a customer.

2) A Business may provide a Checkout Bag to a customer only if:

   a) the customer is first asked whether he or she needs a bag;

   b) the bag provided is a Paper Bag or a Reusable Bag; and

   c) the customer is charged a fee not less than:

      a. $0.15 per Paper Bag; and

      b. $1.00 per Reusable Bag.

3) For certainty, no Business may

   a) sell or provide to a customer a Plastic Bag; or

   b) provide a Checkout Bag to a customer free of charge.

4) No Business shall deny or discourage the use by a customer of his or her own Reusable Bag for the purpose of transporting items purchased or received by the customer from the Business.

3. EXEMPTIONS

1) Section 2. does not apply to Small Paper Bags or bags used to:

   a) package loose bulk items such as fruit, vegetables, nuts, grains, or candy;

   b) package loose small hardware items such as nails and bolts;

   c) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;

   d) wrap flowers or potted plants;

   e) protect prepared foods or bakery goods that are not pre-packaged;

   f) contain prescription drugs received from a pharmacy;

   g) transport live fish;

   h) protect linens, bedding, or other similar large items that cannot easily fit in a Reusable Bag;

i) protect newspapers or other printed material intended to be left at the customer's residence or place of business; or

j) protect clothes after professional laundering or dry cleaning.

2) Section 2 does not limit or restrict the sale of bags, including Plastic Bags, intended for use at the customer's home or business, provided that they are sold in packages of multiple bags.

3) Notwithstanding Sections 2. 2) c) and 2. 3) b), a Business may provide a Checkout Bag free of charge if:

a) the Business meets the other requirements of Section 2. 2);

b) the bag has already been used by a customer; and

c) the bag has been returned to the Business for the purpose of being re-used by other customers.

4. OFFENCE

1) A person or a business commits an offence and is subject to the penalties imposed by this Bylaw, the Municipal Ticket Information Utilization Bylaw and the Offence Act if that person:

a) Contravenes a provision of this Bylaw;

b) Consents to, allows, or permits an act or thing to be done contrary to this Bylaw; or

c) Neglects or refrains from doing anything required by a provision of this Bylaw.

2) Each instance that a contravention of a provision of this Bylaw occurs and each day that a contravention continues shall constitute a separate offence.

5. PENALTIES

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

a) If a corporation, of not less than $100.00 and not more than $10,000.00; or

b) If an individual, of not less than $50.00 and not more than $500.00

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

6. CONSEQUENTIAL AMENDMENT TO THE TICKET BYLAW

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

7. SEVERABILITY

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

8. ENACTMENT

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

9. TRANSITION PROVISIONS

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

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

10. EFFECTIVE DATE

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

11. CITATION

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

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

MAYOR

CORPORATE OFFICER

BYLAW NO. 2760

SCHEDULE 20

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

CITY OF
SALMONARM

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

Recommendation:

For direction of Council.

Background:

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

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

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

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

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

Analysis:

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

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

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

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

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

Next Steps:

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

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

Potential Schedule of Events:

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

Budget Impact:

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

Bylaw Highlights:

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

- The bylaw stipulates that paper bags must be made from at least 40% of recycled content and a reusable bag must be capable of at least 100 uses (under normal use);

- There will be a six month transition period allowing businesses to use their existing plastic bag stock and source reusable bag options before the bylaw comes into full force January 1, 2020;

- Consumers must be asked if they require a bag and if so provided a paper bag or reusable bag at a fee;

- Paper or reusable bags cannot be provided free of charge. The minimum charges are 15 cents per paper bag and $1 per reusable bag; increasing to 25 cents and $2 after the six month transition period (i.e. January 1, 2020). This is to discourage consumers from purchasing paper and/or reusable bags each time they make a purchase;

- The bylaw provides exemptions for many items where a reusable bag would not be suitable; including the packaging of bulk items, frozen food, meats and poultry, flowers, large items that require protection and cannot fit in a reusable bag, etc. There are likely many other categories appropriate for an exemption which will become apparent over time; and

- The set fines for any offence are outlined in the proposed Bylaw No. 4297, which also includes an amendment to the Municipal Ticket Information Bylaw No. 2760. It is envisioned that any fines issued, which is unlikely, would be to the businesses in question and not the individual consumer (although it could be either or).

Other Considerations:

Some other issues for Council to consider include:

- The proposed bylaw would impact approximately 175 retail stores and 50 food outlets/restaurants within the City of Salmon Arm.

- Single-use/disposable coffee cups, although most are recyclable, likely pose as big of a negative environmental impact.

- The road to changing consumer behavior is a long one, which may be best left to industry in this circumstance (and industry has taken some big strides already in this regard).

- The bylaw could be amended to allow for a time during the transition period where businesses can provide reusable bags to consumers free of charge.

- Some residents will likely suggest that the City should provide reusable bags to each household free of charge (the cost of this has been estimated at $20,000.00 with a 2 month production timeline).

- Plastic bags are used as a marketing tool by many retailers/fast food restaurants (although this could also be achieved with other types of reusable bags). Possible initiative to partner with Brand Leader organizations.

- The bylaw, as written, would apply to all retailers (not just grocery stores), etc. This is expected to require a major adjustment by fast food restaurants, in particular where disposable paper and plastic bags are common place and required for hygiene purposes. Compliance with the bylaw is unlikely in this regard.

- There may be an opportunity to partner with the education program for the organics recycling program; which will potentially offer door to door education throughout the City.

- This is the sort of issue that would benefit from a Province-wide approach (similar to the Pesticide issue) rather than have individual municipalities attempt to implement and enforce a patchwork of bylaws and regulations within their jurisdiction with varying degrees of expertise/resources. However, it sometimes takes the bold action of individual local governments (however small) to force such issues on to the Provincial Agenda.

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

Carl Bannister

Carl Bannister, MCIP
Chief Administrative Officer

Appendix A: City of Salmon Arm Checkout Bag Regulation Bylaw No. 4297

CITY OF
SALMONARM

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

Recommendation:

THAT: a public input session for the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 be held on Tuesday, April 23, 2019 from 6:00 p.m. to 7:00 p.m.

Background:

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

At the Monday, February 25, 2019 Regular Meeting Council received a report and draft bylaw and staff were directed to proceed with an engagement process.

Following the Council Meeting, Mayor Harrison issued a letter to the local business community via Chamber of Commerce, Downtown Salmon Arm and the Salmon Arm Economic Development Society. This information was shared with each organizations membership to help facilitate the City's engagement process (Appendix 2). In addition, an information page on the City website was created and shared through social media. Staff are also investigating an on-line survey.

Thus far, the main points of concern are the inclusion of insurance document bag as an exemption and eliminating the mandatory fees for paper bags. The mandatory charges for bags, both paper and reusable, is to encourage consumers to reuse bags.

To date there has been minimal public input received, Appendix 3. However to continue with the engagement process it is recommended that a public information session be held to receive additional input.

Carl Bannister

Carl Bannister, MCIP
Chief Administrative Officer

New Members

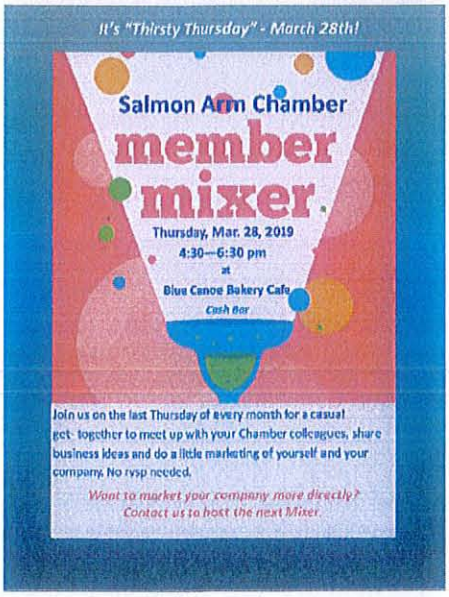
- Agent Change
- V&C Courier
- Mt. Ida Nursery
- Shuswap Hospice Society
- Syme Structural Engineering
- Garage Kings
- Shuswap Bookkeeping Inc.
- Benieta Accounting & Business Consulting
- Walmart
- BC Wildlife Park, Kamloops

See More »

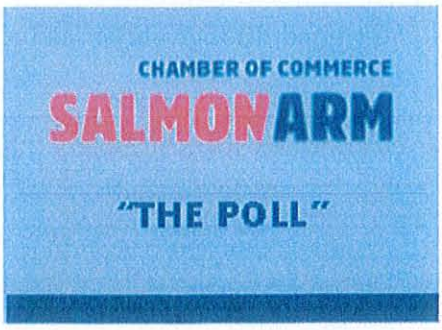
Special Event

Welcome to the Chamber of Commerce

MEMBER MIXER - MARCH 28



NEW PROGRAM FOR 2019 - "THE POLL"



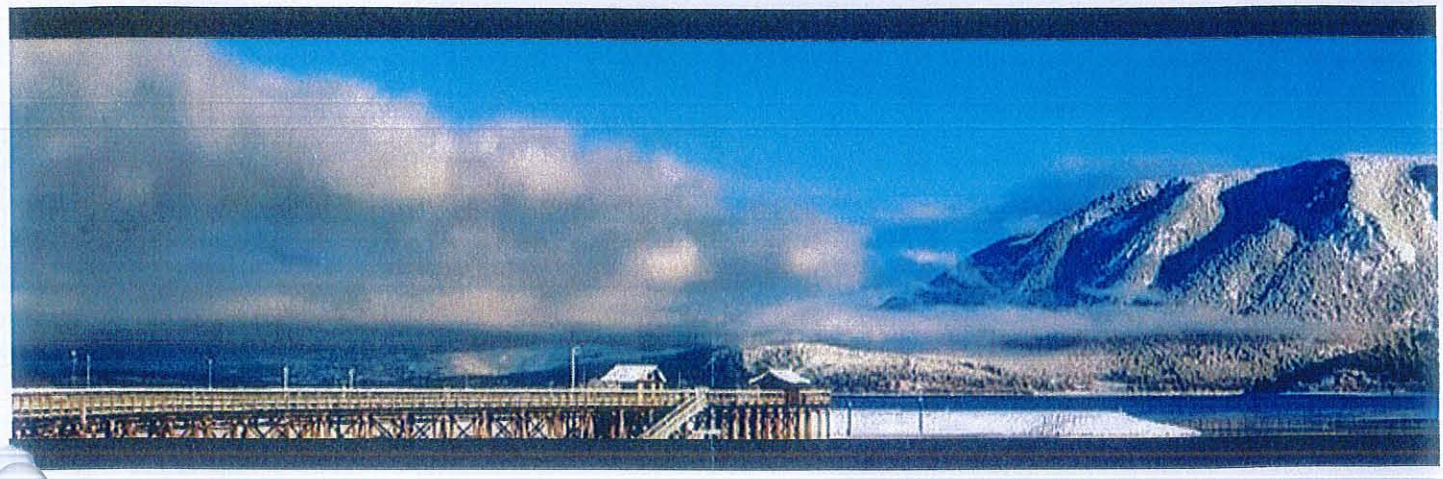
March is the start of our new member opinion program "The Poll". We're kicking it off with a question about the proposed Checkout Shopping Bag Regulation. Click here to take our 1 question survey or click on the image (the survey has a web link for more details on the proposed bylaw) . We'll be sharing the data on our website and with Council at the end of this month so make sure you take the poll!

SPRING 2019 ISSUE

DOWNTOWN UPDATE

Seasonal Publication Of Downtown Salmon Arm

Our vision is to have a compelling downtown experience. Our mission is to build a unique 'vibe' to attract and retain community residents, downtown employees as well as visitors through beautification, cultural projects, events, promotions, restaurants, retail and destination entertainment activities.



A TIME OF RENEWAL

Spring is coming; renewal is upon us. Along with the warming temperatures and additional sun-lit hours each day, DSA is on the edge of change. Not only have we taken on a new look, but on December 31 this year, we draw a close to the City of Salmon Arm Bylaw 3787, our contractual agreement for operational budgets and responsibilities.

In the new bylaw, DSA is proposing a seven year term, from 2020-2027. The new mandate is based on a business plan and budget that promotes growth of new and existing programs that foster economic prosperity of our downtown.

DSA will work hard on your behalf to have a downtown that is a draw to small businesses, residents and tourists seven days a week. We are leading the charge to shift from creating a downtown for cars and traffic to one that is designed for pedestrians, bicyclists, as well as drivers. We want to see people out of their cars and enjoying what downtown Salmon Arm has to offer.

For more specific information, please join us at our AGM/Open House, see page 2.

WHAT'S INSIDE THIS ISSUE:

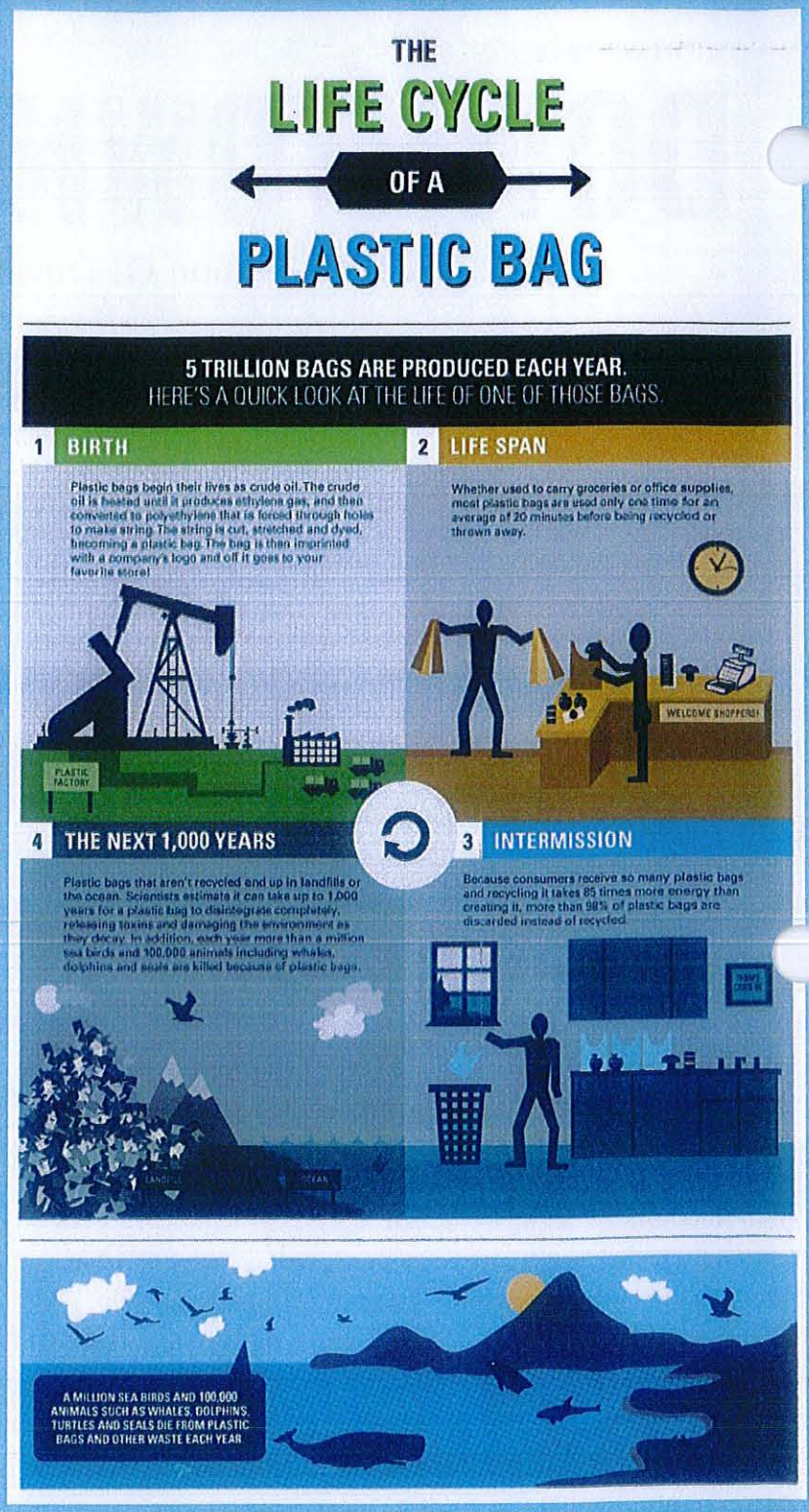
- *2020-2027 Bylaw*
- *2019 Annual General Meeting*
- *City Proposed Plastic Bag Ban*
- *Askew's Community Clean-up Day*
- *Best Dressed Window Display*

DOWNTOWN SALMONARM

Reducing Single Use Plastic Bags

At the February 25, 2019, Regular Meeting, City Council agreed to move forward with the engagement process for regulating checkout shopping bags in the City of Salmon Arm. Council would like input from the community on the proposed regulation prior to moving forward and considering readings of the bylaw. They are hoping downtown business and organizations that will be impacted by this change take the opportunity to provide feedback. Please visit **http://www.salmonarm.ca/index.aspx?nid=384** to read more about the proposed ban and FAQ's for residents and businesses.

Input may be submitted to:
reusablebags@salmonarm.ca



https://greenerideal.com/infographics/life-cycle-of-a-plastic-bag/

8. STAFF REPORTS

1. Chief Administrative Officer - Checkout Shopping Regulation Bylaw No. 4297 - Update

0206-2019

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: a public input session for the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 be held on Tuesday, April 23, 2019 from 6:00 p.m. to 7:00 p.m. in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia.

CARRIED UNANIMOUSLY

From: Erin Jackson
Sent: Friday, March 08, 2019 1:58 PM
To: Caylee Simmons
Subject: FW: Online Form Submittal: Mayor and Council

Please add to your file.

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Friday, March 08, 2019 1:56 PM
To: Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Carl Bannister; Erin Jackson
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Laurie and Don
Last Name	Bolen
Address:	*Field not completed.*
Return email address:	
Subject:	Plastic bags
Body	Dear Mr. Mayor and council. I would like to challenge your recent decision to ban plastic bags. I believe you have made this decision with any input from the public. The categorization that plastic shopping bags are single use is false. Most people re-use bags for storage and lining house hold garbage bins. Denying the reuse of these bags will not reduce the volume in landfills as people will buy single use plastic bags to use instead. Did the city review other jurisdictions to determine what percentage of landfill debris was in their landfills. Calgary did study this matter and found less than 1 percent of refuse in the landfill was due to plastic garbage bags. We need to ensure convenience for the vacationing public as Salmon Arm is a tourist destination. Please put more thought into this decision before pursuing a policy that does little to nothing for the environment. Thank you
Would you like a response:	Yes

Email not displaying correctly? View it in your browser.

From: Susan Whyte
Sent: Friday, March 01, 2019 11:37 PM
To: Caylee Simmons
Subject: Let's move quickly

This would be a significant move to the good in our troubled world.

The town of Raglan, New Zealand, which is similar in size if not a bit smaller has just gone through this same process and I'm sure could happily offer some useful tips. I know there were groups making cloth bags and handing them out with promotional information about the changeover.

There has to be a grace period for the stores of bags in the larger grocers etc.

We should not stop with this. It would be a significant move to also promote the use of non-plastic bio-degradable, disposable packaging made from such materials as hemp. Etc.

We have to address the problem of the CSRD requiring plastic bags for garbage and recycle especially when recycle could be put out in reusable blue boxes instead, something many people have tried to do but were disallowed by our disposal system.

And to promote less wrapping of produce in general. Ie an orange has a perfectly good wrapper, it's own peel. Why wrap it some more?

We could promote the older system of refills, bringing your own container and bulk bins like the Bulk Barn.

There's a big problem with disposable garbage in large complexes like seniors' homes and hospitals. The food is often distributed in tiny packaged portions which is so disturbing. We are trying to be so antiseptic, we are triple polluting the environment by doing so. There needs to be some consciousness raising about the link between personal hygiene and the environment. Right now it seems like the two are compartmentalized and separated in people's minds.

Moving on, there's more.

We need to move forward with banning the use of toxic pesticides on public lawns and awareness about their use on private property.

Did you know that most wheat, not just GMO wheat, is sprayed with the systemic toxin, Roundup, manufactured by Monsanto so that there is residue in most all foods containing wheat, unless it is labelled organic? The farmers do this to create a predictable harvest because as soon as you spray the wheat or soy or corn crop, it will predictably ripen within 16 days. This is a systemic toxin. It goes right inside the seed and cannot be removed by discarding the exterior hull and we are all ingesting it!

We need to remove fluoride from the water.

Did you know that there is a significant amount of pharmaceuticals being flushed into our fresh water which raises the question why are we flushing into any of our waterways? This is fouling the whole water supply for everything and everyone.

Let's allow electric golf carts in town. It might speed up the death of gas running vehicles that are polluting the air we breathe.

there isn't enough forest to renew what air we have left. That sounds like a really stupid thing to do. Forests cool the environment. We are facing global warming and are still cutting these cooling, air refreshing forests down. The air layer around the Earth is alarmingly thin.

Let's set up a program to encourage our residents to fund and to use wind and solar electric power.

And finally, however we love our pet cats, they are killing the wild song birds at an alarming rate so that their numbers have been reduced to up to 70% of former populations.

It's time for some regulations based on awareness of these health harming situations instead of allowing ignorance or profit motive to rule our decision making.
Yours truly,
Susan Whyte

--
Susan Whyte www.thefhl.org

From: Barb Phillips
Sent: Saturday, March 02, 2019 10:18 AM
To: Caylee Simmons
Subject: Charges

I fully support removing single use plastics, but do not agree with forcing businesses to charge for paper bags. It's nothing but a tax grab.
I think it's more important to encourage the public to use paper and/or reusable bags, so charging for these is counter active to the overall idea.
Personally I'd like to see pressure put on the big companies who still insist in wrapping their products in plastic, styrofoam, or other non biodegradable items, and while I understand that is not really the subject matter of this letter, it all ties in with plastic waste.
I urge council to seriously reconsider forcing this charge onto businesses, and then onto us, the buying public. I will continue to use my reusable bags, and welcome paper, but not as an added expense.
Mrs B. Phillips

Sent from my iPhone

From: Ellen Grills
Sent: Friday, March 01, 2019 2:05 PM
To: Caylee Simmons
Subject: Plastic vs Paper

Good afternoon,

Yes banning plastic bags at store is a good move ..... might want to consider plastic water bottles etc. As well down the road.
But seriously we are not allowed to use plastic bags and now you want a store to charge for paper bags. That is disgusting and absurd! The Shuswap is one of the most expensive cities I have ever lived in. The joke is "move to the Shuswap and please bring your wallet" in various forms. The rents are just as high as Langley, White Rock etc. Gas and groceries are just as expensive. Note than half the businesses don't even know what customer service is and I have heard that many times from people. I personally would walk out of the store & leave everything at the till as I have in the past if I am being charged for bags while I am trying to support local businesses. You people need to go back to the drawing board. Not even sure what the purpose of charging for paper bags is except a money grab for the taxes.

Let's make Salmon Arm affordable and inviting. Not penalized for shipping at local stores.

Thanks
Ellen G

Sent from my iPhone

From:
Sent: Friday, March 01, 2019 11:00 AM
To: Caylee Simmons
Subject: bags

To whom it may concern. As a long time retailer in Salmon Arm I am in support of banning plastic bags. I do not support charging my customers for bags. I switched to paper bags years ago. I do not support the bylaw as it currently reads.

--
Yours in health,
Hank Berkenpas, CNC, MH
HealthQuest Natural Health & Gift Gallery
www.healthquest.vpweb.ca
250-803-0388

From: Pie Company
Sent: Wednesday, February 27, 2019 12:19 PM
To: Caylee Simmons
Subject: Re: Compostable Bags

Caylee

Damn haha, I feel like compostable plastic should be considered? I realize this is our problem but things like pies in boxes are large and one size and generally don't fit in any paper bags at all.. unless it was monstrous - or else we'll just have source a company that makes square bottomed canvas bags, which is also probably doable.

Tovah

Sent from my iPhone

On Feb 27, 2019, at 11:50, Caylee Simmons <csimmons@salmonarm.ca> wrote:

> Good Morning Tovah,
>
> Thank you for your email.
>
> The proposed bylaw does not permit the use of compostable bags. The only acceptable bags are paper (with a minimum content of 40% recycled material) or reusable bags (capable of a minimum of 100 uses). If you would like Council to consider additional types of permitted bags during the consultation process please respond to this email detailing your feedback.
>
> Respectfully,
>
> **Caylee Simmons | Executive Assistant**
> Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | **P** 250.803.4036 | **F** 250.803.4041
> **E** csimmons@salmonarm.ca | **W** www.salmonarm.ca
>
> <image003.png>
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> ---
>
> **From:** Tovah Shantz
> **Sent:** Wednesday, February 27, 2019 11:21 AM
> **To:** Caylee Simmons
> **Subject:** Compostable Bags
>
> Hi,
>
> We at Shuswap Pie Company have been using compostable plastic bags for about 4 years now...they work great and are available from Enterprise Paper as ell as I'm sure many other companies...will these still be acceptable? Perhaps other companies could purchase these for the items that still need bagging?
>
> Tovah

From: Diana Mangold
Sent: Wednesday, February 27, 2019 12:25 PM
To: Caylee Simmons
Subject: Concerns and options

Hi. My name is Diana Mangold and I am the Coordinator of the Second Harvest Food Bank and President of the Executive Board of Churches Thrift Store.

While in both places, we are encouraging people to use the reusable bags, I think if the plastic bags are totally done away with, it will have a negative effect on both of these places.

My alternative suggestion would be that it is highly encouraged but that businesses still be able to use plastic bags if they are compostable or recyclable. Especially the compostable option as obviously those break down well.

Thanks for listening.

Diana.

Sent from Mail for Windows 10

From: Colleen Fennell
Sent: Wednesday, February 27, 2019 12:43 PM
To: Caylee Simmons
Subject: My thoughts on plastic bags

I totally agree with the proposed program of eliminating single plastic bag use. Our family has been using multiple use grocery bags for years.

However, I, like probably many others, have not made it a habit to take a reusable bag with me into other types of stores. (ex. Clothing, gift, etc.) That's my next personal challenge in not bringing these bags into our home.

Sincerely
Colleen Fennell

Sent from my iPhone

Caylee Simmons

From: L Nielson
Sent: Wednesday, February 27, 2019 7:43 PM
To: Caylee Simmons
Subject: Reusable bag ban

We would like to say that as a business we are 100% in favor of the ban on one time use plastic bags. As a retail store in downtown Salmon Arm we have already taken steps to move in this direction. We recently brought in mesh bags for customers to purchase and the response has been excellent. We are also mentoring a local Artisan that is making cloth bags that will be for sale.
Our big issue is being told that we must charge for paper bags and it has to be shown as a separate item on the receipt.
As a business, we feel it is our choice how we offset the cost of these bags. We currently use 80% paper bags and it is one of the costs of doing business.
To add another "department", IE Bags to our till is an expense and time consuming (programming, book keeping etc.)
As a city that has many tourists from places that do not have a similar bylaw, to tell them they have to pay for the bags is not something we are willing to do. We believe they will support the ban but not be thrilled to be charged separately for their bags when we have offered them for the past 1.5 years at no charge.
It is common for customers to purchase different items that require multiple bags or wrapping for travelling therefore the customer would be charged for multiple bags.
We ask that you reconsider this portion of the bylaw.
Thank you,
L Thompson/J Nielson
Owners

--
RE-Market etc.
121 Hudson Ave. NE
Salmon Arm, B.C. V1E 4H7
250-833-6135
Open Tuesday to Friday 10:00am to 5:00pm Saturday 10:00am to 4:00pm
Closed Sunday and Monday
FIND us on Facebook

Caylee Simmons

From: Caylee Simmons
Sent: Wednesday, March 06, 2019 9:08 AM
To: 'Debbie Armour'
Subject: RE: REusable bags

Good Morning Debbie,

Thank you for your input on the proposed Checkout Shopping Bag Regulations.

The bylaw as drafted is scheduled to come in to force on July 1, 2019 however it provides for a six month transition period allowing businesses to use their existing plastic bag stock and source reusable bag options before the bylaw comes into full force January 1, 2020.

If you have any further questions please do not hesitate to ask.

Regards,

Caylee Simmons | Executive Assistant
Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2 | **P** 250.803.4036 | **F** 250.803.4041
E csimmons@salmonarm.ca | **W** www.salmonarm.ca

CITY OF
SALMONARM

From: Debbie Armour
Sent: Wednesday, March 06, 2019 8:56 AM
To: Caylee Simmons
Subject: REusable bags

Hi just reading the letter pertaining to reusable bags in Salmon Arm as have been away.
When I opened my store I searched long and hard for a bag that "stood out." Although pricey I found a Canadian company out of Toronto making plastic bags from recycled materials. This excited me given the nature of my business. Although I have two concerns, I am completely onboard with the city of Salmon Arm getting rid of "plastic" bags.

1. There are companies making plastic bags they claim are "biodegradable." I think more research needs to be done to ensure bags used, claiming they are biodegradable actually are.
2. Clarity be made (if this is passed) that determines how much time business's have to use up bags they have OH, they have paid for? Heard something about charging the public for these bags?

I will be watching with much interest to see where this goes.

Thank You
Deb Armour
deb's Style Loft

-----Original Message-----
From: pamela treleaven
Sent: Thursday, March 28, 2019 8:20 AM
To: Caylee Simmons
Subject: Plastic bag ban

City of Salmon Arm,
I am writing to register my support in favour of implementing a plastic bag ban in Salmon Arm. The suggested timeline, and the paid bag options are very reasonable.
I would also suggest plastic produce bags be removed as there are now many other reusable options for shoppers.
Every small step in the right direction is important.

Sincerely,

Pamela Treleaven
(sent from my iPhone, please forgive the brevity and/or typos)

Caylee Simmons

From: Kylie blundell
Sent: Thursday, March 28, 2019 9:01 AM
To: Caylee Simmons
Subject: Support

Yes! Our home 100% supports this! It's a great start. We already use reusable bags, but find it shocking how many cashiers and customers aren't aware at all of the wastefulness. I think it's a great opportunity to bring awareness to our residents!
(I think if an oil city such as Fort McMurray can manage, then so can Salmon Arm ⍰⍰)

The Blundells

Sent from my iPhone

From: Brad Calkins
Sent: Thursday, March 28, 2019 9:26 AM
To: Caylee Simmons
Subject: Bag ban

Hello,

I have really mixed feelings about this bag ban. It is similar to my feelings on hybrid/electric cars. It sends the right message, but upon scrutiny isn't the right answer to the problem. As a disclaimer - I currently never take a bag at the grocery store and cart the groceries out to my car and load them in right from the cart. We use reusable bags at other types of stores. On the other hand I use plastic bags to pick up dog "waste", a plastic liner in my kitchen garbage, a single large plastic bag in my garbage can, and blue plastic recycling bags.

There is evidence that banning plastic bags does help waste in the ocean and reduce usage of the bags that are banned, but there is also evidence that the replacement isn't better - taking more energy and water to produce, higher carbon footprint, more weight to transport and require a huge number of reuses to compensate. The biggest issue for me, though, is that it seems to indicate to people that this will actually help make a difference - when there is evidence that this kind of thing being front and center every day gives people license to feel they are making a difference and stop taking the real action we need elsewhere:

https://www.smithsonianmag.com/smart-news/people-who-bring-their-own-grocery-bags-are-more-likely-buy-junk-food-180955855/

Eating less meat, one less trip to the store each week, etc would likely have a much bigger impact, for example.

Below are a few stories about similar bans:

https://www.google.ca/amp/s/www.wired.com/2016/06/banning-plastic-bags-great-world-right-not-fast/amp

https://www.google.ca/url?sa=i&source=web&cd=&ved=2ahUKEwjnz7STlKXhAhUqiVQKHfj_DSMQzPwBegQIARAC&url=https%3A%2F%2Fwww.news.com.au%2Ftechnology%2Fenvironment%2Fclimate-change%2Fplastic-bag-ban-many-alternatives-have-huge-environmental-footprints%2Fnews-story%2F2ea67901345f07b6515bcb71e20c708f&psig=AOvVaw1R3BwvI4vWAjdCOg8x5IOX&ust=1553873538165206

https://greenliving.lovetoknow.com/Why_Should_We_Not_Ban_Plastic_Bags

Thanks for reading, I really appeciate the effort to clean up our city (and the planet!), but I feel like particular issue may do more harm than good, or at best be neutral. I think just charging for plastic bags is the best approach, not forcing someone who forgets a bag to use paper or buy another high impact "reusable" bag. That said, personally I think it is crazy that we provide bags at all :) I've been to a lot of countries where you just wouldn't head to the market without something to carry things home in!

Brad Calkins

Caylee Simmons

From: LYNDA BENNETT
Sent: Saturday, March 30, 2019 1:32 PM
To: Caylee Simmons
Subject: Plastic bags

Hello,

I am definitely in favour of banning single use plastic bags. However, I would like this to go further and include bags that grapes come in , plastic around celery and plastic wrap around meat. It would be wonderful to eliminate the styrofoam as well. We get most of our meat at windmill where it's wrapped in paper.

Good start, salmon Arm!

Lynda Bennett

Sent from my iPad

From: Karen Taylor
Sent: Thursday, April 11, 2019 6:21 PM
To: Caylee Simmons
Subject: Plastic bags

As I am quite certain the people that show up to your open house meeting about the usage of plastic bags in Salmon Arm will mostly be those who feel negatively about it (i.e. wish to complain) I thought I'd send an email of support for your campaign. Thank you for taking a very positive step towards the reduction of single-use plastic! Our world - and in particular, North America - is far too dependant on plastic, and is guilty of a huge volume of unnecessary waste. The next step is to confront the large companies who supply the retail chains to address their over-the-top use of packaging. I realize that is not a municipal issue, but one we can still have a voice in.

The main complaints you will receive will be:
1. Bags are recyclable. True - but that in turn causes emissions, use of electricity/power, factories, machines etc.
2. I reuse my bags. Great! But so many people do not. And your bags end up in the trash or recycling sooner or later. Plus, the manufacturing of the bags still produces emissions and waste.
3. I use my bags for dog poop. Compostable dog poop bags are readily available. And, the city provides dog poop bags at all the parks and major walking trails.
4. I use my bags to line my garbage cans. There are alternatives (many, actually)
5. We don't live near the ocean, why is this our problem. Well, all waterways eventually lead to the ocean. And we are all responsible for our footprint on the earth.
6. It's inconvenient. Hmm.... most of Europe has banned plastic bags - some never had them to begin with (like small towns in Italy). Somehow, they have all gotten by just fine. There are many, many alternatives - it isn't that hard to carry reusable bags with you. A fabric bag can be tucked in your purse or back pocket.
7. What about tourists. Well, see #6 above. Somehow, we'll manage. Most stores will likely have alternatives, such as paper bags, reused bags, cloth/fabric bags you can purchase. It's just a mindset - we can all change and grow.

Any complaints beyond these are simply not relevant. We live in a day and age when we must be responsible for our actions, not leave it to the next generation to clean up after us. Our landfills are not endless, our water supply will not forever be pristine, and our decisions WILL impact others.

I only have one suggestion - that you give people a 3 - month "initiation" phase. During that time, they can still purchase plastic bags, for .50 or $1/each. This may help remind them that the full ban is coming and needs to be adapted to.

Thank you for your time! I fully support the ban on plastic bags.
Sincerely,

Karen Taylor

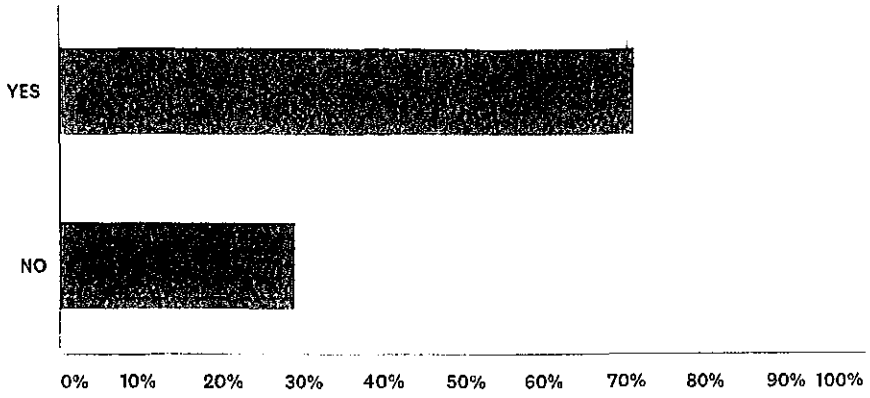
From: Gary Wikkerink [garkat50@gmail.com]
Sent: Thursday, April 11, 2019 10:55 AM
To: Caylee Simmons
Subject: reusable bags

Good morning Mr Mayor and staff at Salmon Arm City Hall

My name is Kathy Wikkerink. and we are hearing a lot about banning the use of single use plastic bags.
We are totally in favor of a greener planet.
However I am not at all in favor of this bylaw and find it quite narrow minded.
The reason being I and our family run a cheese farm with a store from our farm. We have many customers and I believe this is going to hurt small businesses like ours.
Plastic bags are not the only plastic filling the landfills,. The life style of the folks that make up our community is we are on the go. The plastic issue is a lifestyle issue. We buy convenience and it is filled with plastic waste is all around almost everything that we buy.
When customers come into my store and buy 6 pieces of cheese they have to go out the store with their hands full, they can't go for a stroll with a small bag in their hand Instead they have trouble getting out the door because those wedge are slippery and they want to fall out of their hands. Yes I can sell them a bag but " they have a cupboard full of bags". SO instead of enjoying themselves they are going to go to their car and leave. Or they are only going to buy 2 pieces of cheese because oops they forgot their bag. We charge for a single use bags and that is working. We have seen a large decline in bags. Taking away that as an option is wrong.
Small businesses in our small community are struggling to keep our customers coming to our places of business and now one more regulation to discourage them. Walmart's are way more convenient.
The idea is a lofty idea, and the feedback I read on Facebook is pretty narrow minded.
We want to encourage people to support small business, or don't we. By the way many of our customers don;t use single use plastic bags already so it will not effect them but the people who come might very well be discouraged. We are also a tourist stop, so now they have to cut down how many more trees, how do paper bags and ice packs mix?
We already have reusable bags available for our customers (but they cost a whole lot more than $2.00- like you are suggesting).
Please do things to support small businesses in your community. They are positive building blocks that we are being slowly snuffed out.
Thanks for your time.
Kathy Wikkerink

Q1 Do you support the proposed Checkout Shopping Bag Regulation currently being consider by City Council? Need more details click here.

Answered: 52 Skipped: 0



ANSWER CHOICES	RESPONSES	
YES	71.15%	37
NO	28.85%	15

Total Respondents: 52

18	I think there needs to be a great campaign to educate people on the options and what "reusable" means. I think it needs to be clear, funny, and everywhere.	3/6/2019 5:54 PM
19	Most people carry cloth bags in their cars but forget to take them into the grocery store. If they knew that there were no plastic bags it would encourage more people to take their own bags in to the stores.	3/6/2019 5:07 PM
20	I think this issue is being addressed by industry already in the practice of charging for plastic bags. As Carl's letter says, changing consumer behaviour takes a long time, but it is happening already.	3/6/2019 4:43 PM
21	We already encourage this to our customers. Banning plastic bags is in my opinion only a tip of all the plastic that is used in consumerism in our day and age. The fast pace of life - is increasing plastics not decreasing them.	3/6/2019 3:21 PM
22	In the event we don't bring our own bags, is there going to be reusable bags for sale that do not contain plastic?	3/6/2019 3:13 PM
23	It was done in Fort McMurray years ago and was a huge success. We noticed the difference after the first winter. Much less to clean up. Wish they would do it with coffee cups and water bottles as well. No need for all the trash.	3/6/2019 3:12 PM
24	The board and staff of the Arts Council fully support this regulation. It is in line with our 3-year focus on mitigating climate change.	3/6/2019 2:56 PM
25	Although I support the regulation, I think we should wait until the appeal process launched by the Canadian Plastic Bag Association has been resolved before moving ahead.	3/6/2019 2:56 PM
26	I strongly support the intent of the proposed bylaw but also see the logistical and operational challenges that will be experienced by businesses and consumers alike. In the case of Salmon Arm, the argument that plastic bags pollute the oceans is irrelevant as refuse from Salmon Arm does not enter the ocean (arguably there is a point to be made about plastics in our lakes). The giant plastic doldrums in the ocean are primarily derived from Asia and historically poor waste management decisions in coastal cities (ie: the 1970s New York City garbage barge). Single use plastic grocery bags that see second use as kitchen waste bin liners before making their way to landfill at least serve some secondary purpose. Eliminating the retail plastic bag will necessitate for the vast majority of people the need to purchase NEW single use trash bags - so this is really implementing a net gain for manufacturers and retailers of plastic bags which not reducing the eventual waste going to landfill. Alternative by-law recommendation: I would recommend the requirement that single use bags be compostable (not biodegradable - as these usually require sunlight to degrade which is not possible in a landfill). These compostable bags could be paper or bio-plastic (corn starch base etc). Mandate a minimum end consumer charge per bag, which escalates over 3 - 5 years. (ie: $0.10, $0.15, $0.25, $0.50).	3/6/2019 2:51 PM
27	The more we as a City do to recycle and keep refuse out of the land fill the better. As an Automotive shop we are a large generator of stuff. We can almost recycle every thing and eliminate as much as possible going to the dump. If we can every one can	3/6/2019 2:44 PM
28	what happens if i don't have bags with me? then what?	3/6/2019 2:44 PM
29	This is a progressive action for our City.	3/6/2019 2:21 PM

City of Salmon Arm
500 - 2 Avenue NE
Mailing Address: Box 40
Salmon Arm, BC V1E 4N2
Tel: 250.803.4000 Fax: 250.803.4041
www.salmonarm.ca

From the Office of the Mayor

February 26, 2019

Chamber of Commerce
Downtown Salmon Arm
Salmon Arm Economic Development Society

Dear: Local Stakeholders and Retailers

Re: Checkout Shopping Bag Regulation

I am very excited to announce that the Council has supported, in principle, the decision to help reduce plastic bag litter and waste in our community by considering a bylaw to regulate single use checkout shopping bags in the City of Salmon Arm.

The staff report and proposed bylaw were brought forward to Council on February 26, 2019. The bylaw proposes the regulation be implemented in conjunction with the proposed July 1, 2019 curbside organic pick-up program. There will be a six month transition period allowing businesses to use their existing plastic bag stock and source reusable bag options before the bylaw comes into full force January 1, 2020.

The City's current focus is to engage local stakeholders and receive their feedback on the proposed bylaw. The methods and degree of enforcement are still being contemplated.

The City's website on "Reducing Single-Use Plastic Bags in Salmon Arm" will be continually updated with the most up to date information. Please submit your feedback to the Administration Department at reusablebags@salmonarm.ca or contact 250.803.4036.

Yours truly,

Alan Harrison
Mayor

Enclosure(s): Staff Report and Draft Bylaw

City of Salmon Arm Regular Council Meeting of December 10, 2018
12. NEW BUSINESS

1. Checkout Shopping Bag Regulations – Mayor Harrison

0533-2018

Moved: Mayor Harrison
Seconded: Councillor Eliason
WHEREAS the per capita usage rate of single-use plastic shopping bags in Canada is estimated to be 200 per year;

AND WHEREAS many of these single-use plastic shopping bags end up in landfills or being littered;

AND WHEREAS there are alternatives to using single-use plastic shopping bags;

AND WHEREAS cities across North America are successfully curbing the use of single-use plastic shopping bags by passing regulations that prohibit their use;

BE IT RESOLVED THAT: Council direct staff to bring a report to Council that includes a draft bylaw, a recommended stakeholder engagement process and a draft communication plan;

AND THAT: The timeline for implementation of a bylaw coincides with the July 1, 2019 curbside organic pick-up.

CARRIED UNANIMOUSLY

City of Salmon Arm Regular Council Meeting of February 25, 2019
8. STAFF REPORTS
8. Chief Administrative Officer - City of Salmon Arm Checkout Shopping Bag Regulation Bylaw No. 4297

0131-2019

Moved: Mayor Harrison
Seconded: Councillor Lindgren
THAT: Council support in principle the Checkout Shopping Bag Regulation Bylaw No. 4297;

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

CARRIED UNANIMOUSLY

City of Salmon Arm Regular Council Meeting of April 8, 2019
8. STAFF REPORTS

1. Chief Administrative Officer – Checkout Shopping Regulation Bylaw No. 4297 – Update

0206-2019

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: a public input session for the proposed Checkout Shopping Bag Regulation Bylaw No. 4297 be held on Tuesday, April 23, 2019 from 6:00 p.m. to 7:00 p.m. in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia.

CARRIED UNANIMOUSLY

Memo to: Council

Re: Reusable bags with Salmon Arm branding

At the April 8th Council meeting I communicated I was looking into including one reusable grocery bag, per household, with our roll out of a recycling bin and two organic collection containers.

I see an opportunity here, to both help households get started in the habit of shopping with reusable bags, and also communicate our new branding project with the residents of Salmon Arm.

In our Sanitation and Recycling budget we presently have $757,556. We are purchasing the bins and containers from this budget, at a cost of $391,090. There is also a small deficit being funded for the 2019 year. The remaining balance will be $304 116. I propose we fund the cost of the reusable bags from this budget. The estimated cost would be $15 000, which would leave a balance of $289 116.

Economic Development is interested in partnering in this project, with possible partial monies to help promote our new brand. They see this opportunity as a great way to carry our message to the residents of Salmon Arm.

THAT: Council approve the purchase and distribution of 8,000 reusable bags with the Salmon Arm brand to a maximum of $15,000.00 funded from Solid Waste/Recycling Services;

AND THAT: staff be directed to lobby the Salmon Arm Economic Society to provide funding and enter into a cost sharing agreement for the purchase of 8,000 reusable bags.

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Item 22.1

CITY OF SALMON ARM

Date: April 23, 2019

Special Presentation 7:00 p.m.

TOPIC: 2019 Canada Winter Games Team BC Participants

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the **Council Chambers at City Hall,** 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Tuesday, April 23, 2019 at 7:00 p.m.**

1. **a) Proposed Amendment to Official Community Plan Bylaw No. 4000:**

   Redesignate Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from Highway Service / Tourist Commercial to High Density Residential.

   b) Proposed Amendment to Zoning Bylaw No 2303:

   Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from R-1 Single Family Residential Zone to R-5 High Density Residential Suite Zone.

Civic Address: 1231 30 Street NE

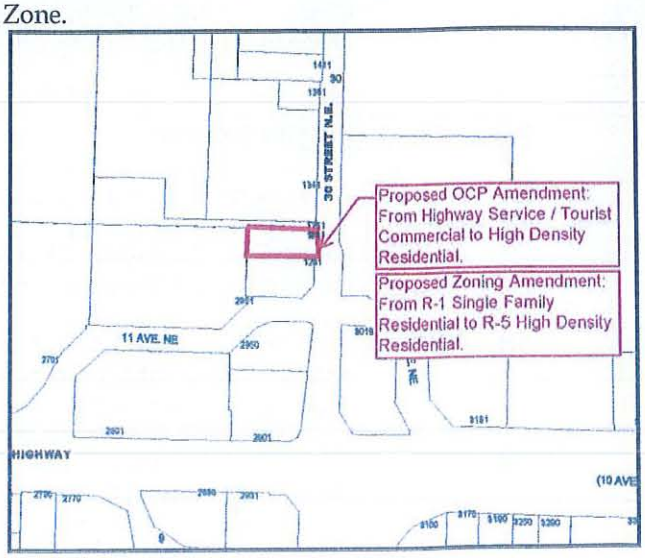
Location: North of Trans Canada Highway

Present Use: Single family dwelling

Proposed Use: Multi-family residential

Owner/Applicant: 1160595 BC Ltd./ Cutting Edge Holdings Ltd.

Reference: OCP4000-38/Bylaw No. 4324 and ZON-1141/ Bylaw No. 4325



The file for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from April 9 to 23, 2019, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

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

Erin Jackson, Director of Corporate Services

April 10 and 17, 2019

24.1/24.2
+ 25.1/25.2

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: March 11, 2019

SUBJECT: Official Community Plan Amendment Application No. OCP4000-38
Zoning Amendment Application No. 1141

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069
Civic: 1231 – 30 Street NE
Owners/Applicant: Cutting Edge Holdings LTD.

MOTION FOR CONSIDERATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend the Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from HC (Highway Service/Tourist Commercial) to HDR (High Density Residential);**

AND THAT: **Pursuant to Section 475 of the *Local Government Act*, Council has considered this Official Community Plan amendment after appropriate consultation with affected organizations and authorities;**

AND THAT: **Pursuant to Section 476 of the *Local Government Act*, Council has considered this Official Community Plan amendment after required consultation with School District No. 83;**

AND THAT: **Pursuant to Section 477 (3) (a) of the Local Government Act, Second Reading of the Official Community Plan bylaw be withheld pending Council's consideration of the amendment in conjunction with:**

1) The Financial Plans of the City of Salmon Arm; and
2) The Liquid Waste Management Plan of the City of Salmon Arm.

AND THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from R-1 (Single-Family Residential) to R-5 (High Density Residential);**

AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to:

1) Ministry of Transportation and Infrastructure approval; and
2) Adoption of the associated Official Community Plan Amendment Bylaw.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted;

PROPOSAL

The subject parcel is located at 1231 – 30 Street NE, just north of the Trans Canada Highway (Appendices 1 and 2). It is designated Highway Service / Tourist Commercial (HC) in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel currently contains a single family dwelling (site photos are attached as Appendix 5).

The purpose of this application is to amend the OCP and rezone the subject parcel to accommodate a multi family residential use. As discussed in more detail, a high density land use designation is deemed to be the most appropriate designation of the OCP.

The Zoning Map attached shows the mix of zones in the immediate area, predominantly Residential (R-4 with R-1 and R-5), with Rural zones to the east, and Commercial zones further to the west and south. Land uses adjacent to the subject parcel include the following:

North: Residential land (R-1 Single Family and R-4 Medium Density Residential)
South: Residential land (R-1 Single Family Residential)
East: Road (30 Street NE) and A-2 (Rural Holding) land beyond
West: Residential land (R-4 Medium Density Residential)

A conceptual site plan (Appendix 6) has been submitted to illustrate the development proposal featuring 5 or 6 three-storey residential units. While the details of the attached plans are unclear, they represent the intent of the applicant at this time and would be subject to detailed review at the Development Permit stage. Note the maximum height in the R-5 zone is 12 metres (39.4 feet), without a height bonus, while the maximum height permitted in the C-6 zone (envisioned by the OCP "HC" designation) is 19 metres (62.3 feet).

If rezoned to R-5, a form and character residential development permit application would be required prior to development to address building forms, site plan, lot grading, 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.

OCP POLICY

The proposed OCP amendment from HC (Highway Service / Tourist Commercial) to HR (Residential - High Density) would place the subject parcels in Residential Development Area A, considered the highest priority for development. The proposed amendment to HR would align with the OCP's Urban Residential Objectives listed in Section 8.2 and the 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 aligned with OCP Siting Policies under Section 8.3.19, including good access to transportation routes, recreation, community services, and utility servicing.

Section 475 & 476 - Local Government Act

Pursuant to Sections 475 and 476 of the Local Government Act (consultation during OCP amendments), the proposed OCP amendments were referred to the following organizations on January 23, 2019:

Adams Lake Indian Band:	No response to date
Neskonlith Indian Band:	No response to date
Economic Development Society:	Letter of support attached (Appendix 7).
Interior Health Authority:	No response to date
School District No. 83: (pursuant to Section 476)	No response to date

Section 477 - Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for an OCP amendment), prior to Second Reading of the bylaw, Council must consider the proposed OCP amendment in relation to the City's financial and waste management plans. In the opinion of staff, this proposed OCP amendment is largely consistent with both the City's financial and waste management plans.

COMMENTS

Ministry of Transportation & Infrastructure

MOTI has granted preliminary approval (Appendix 8).

Engineering Department

Servicing information provided to applicant in advance of any future development (Appendix 9).

Planning Department

The surrounding neighbourhood has been undergoing slow development with a mix of older, single family housing and newer condominium, institutional and commercial 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 featuring sidewalks and transit routes, being within close walking distance of the commercial node to the west, the recreation centre and arena, schools (including Okanagan College), as well as the City Centre and hospital further west.

At present, the subject parcel may be considered less ideal for Highway Service / Tourist Commercial development as presently designated, considering the size of the parcel, the commercial node established to the west, and the proximity of recent residential development. As noted, the Residential – High Density (HD) designation in the City's Official Community Plan (OCP) supports the proposed development scenario, which in the opinion of staff aligns with broad OCP policies.

The maximum residential density permitted under R-5 zoning is 100 dwelling units per hectare of land. As the subject property is 0.13 hectares in area, the maximum permitted density would be 13 dwelling units assuming: 1) the present gross areas of the subject parcel; and 2) no density bonus. With a density bonus under R-5 zoning, the maximum density is 130 units per hectare, or 16 units on 0.13 hectares, with a height increase to 15 m. The minimum residential density permitted under R-5 zoning is 3 units in the form of a triplex. The applicant is currently proposing a 5-to-6 unit development (which equates to a density of 46 units per hectare) subject to a Development Permit application. The proposed development should align well with the residential development to the north, south, and west.

Table 1 – R-5 Zoning Analysis (0.48 hectare area)

	R-5 Permitted/Required	R-5 with Bonus	Proposed
Density	13 units	16 units	5-to-6 units
Height	12 m	15 m	tbd
Parcel Coverage	55 %	70 %	tbd
Setback – front	5 m	5 m	tbd
Setback – interior side	2.4 m	2.4 m	tbd
Setback – rear	5 m	5 m	tbd
Parking	16	20	tbd
Small Car Spaces	20 % (3)	20 % (4)	tbd

Considering the proposed development concept, a 6 unit development would be required to provide 8 parking stalls. The provision of on-site parking is practical and necessary, as the opportunity for on-street parking at this site is very limited.

As previously noted, if rezoned as proposed, a form and character development permit application would be required prior to development and would clarify the inclusion of various site elements. Detailed site plans, building renderings, a landscape plan provided by a landscape architect, and a lot grading plan submitted at the development permit stage are all required to illustrate how the applicant's proposal would address various requirements. Specific details regarding building design including heights, and site planning including the requisite screened refuse/recycling area, fencing and landscaping have not yet been determined. Staff note that parking areas are required to meet the standards specified in the Zoning Bylaw, including hard surfacing, grading, drainage, and delineation (painted lines) of parking spaces.

Staff have discussed these matters with the applicant and as such, staff are comfortable with the concept as proposed at this stage, with the expectation that detailed designs are forthcoming and the understanding that these details are required at the Development Permit stage.

CONCLUSION

The proposed Residential - High Density (HR) OCP land use designation and R-5 zoning of the subject properties is consistent with OCP residential policy, will not result in any significant impact on the City's commercial land supply, and is therefore supported by staff.

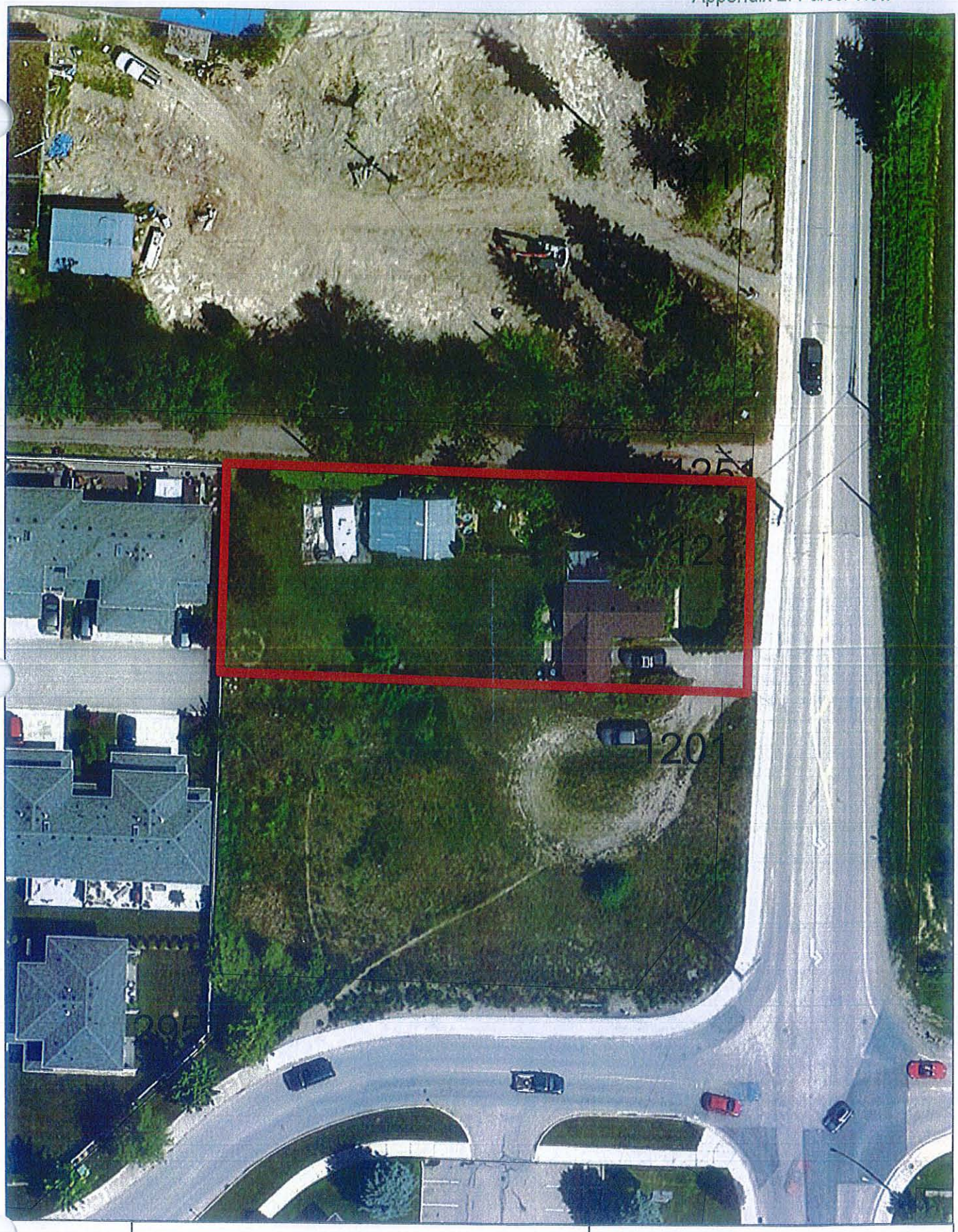
Prepared by: Chris Larson, MCP
Planning and Development Officer

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

N

0 45 90 180 270 360 Meters

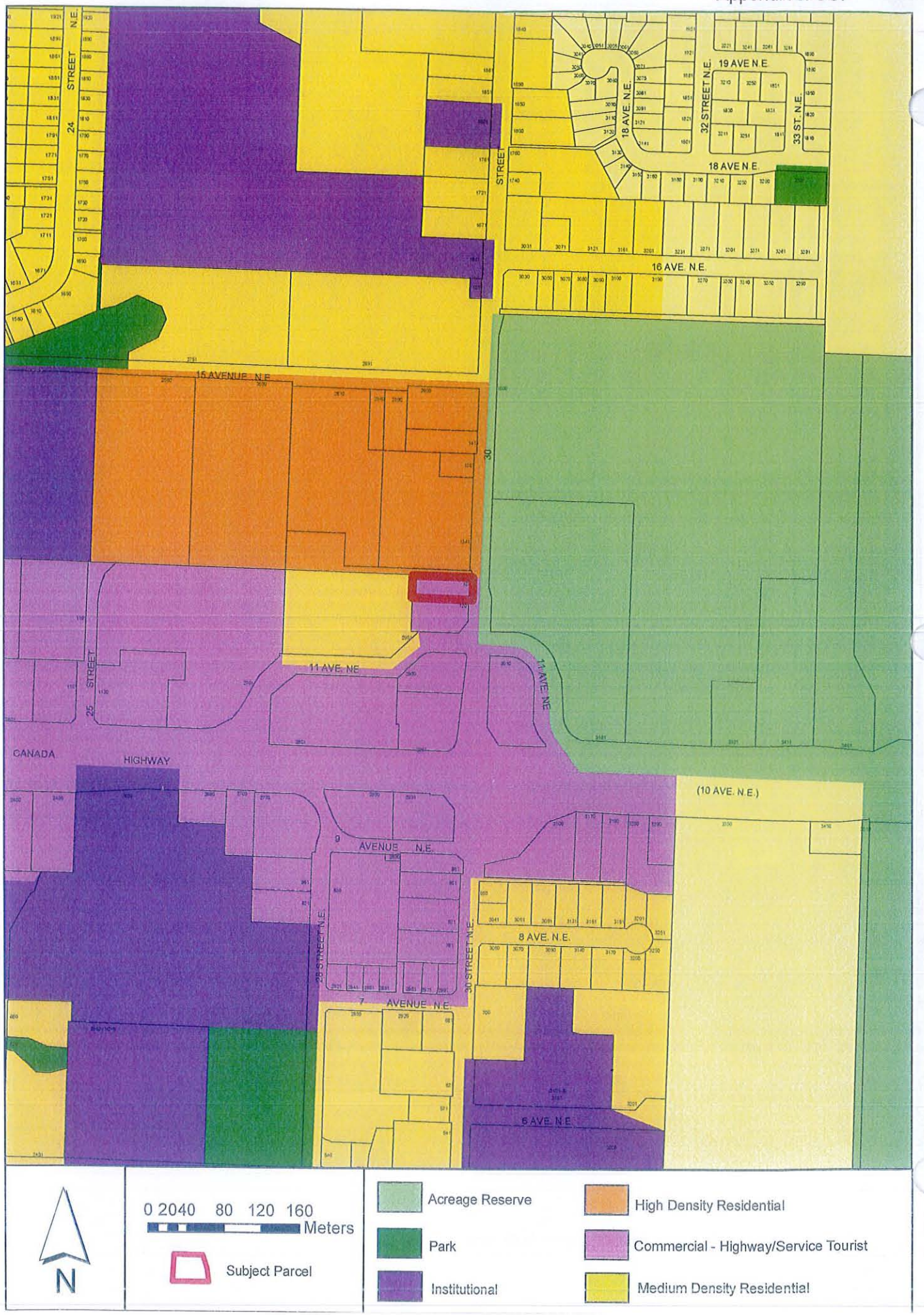
Subject Parcel

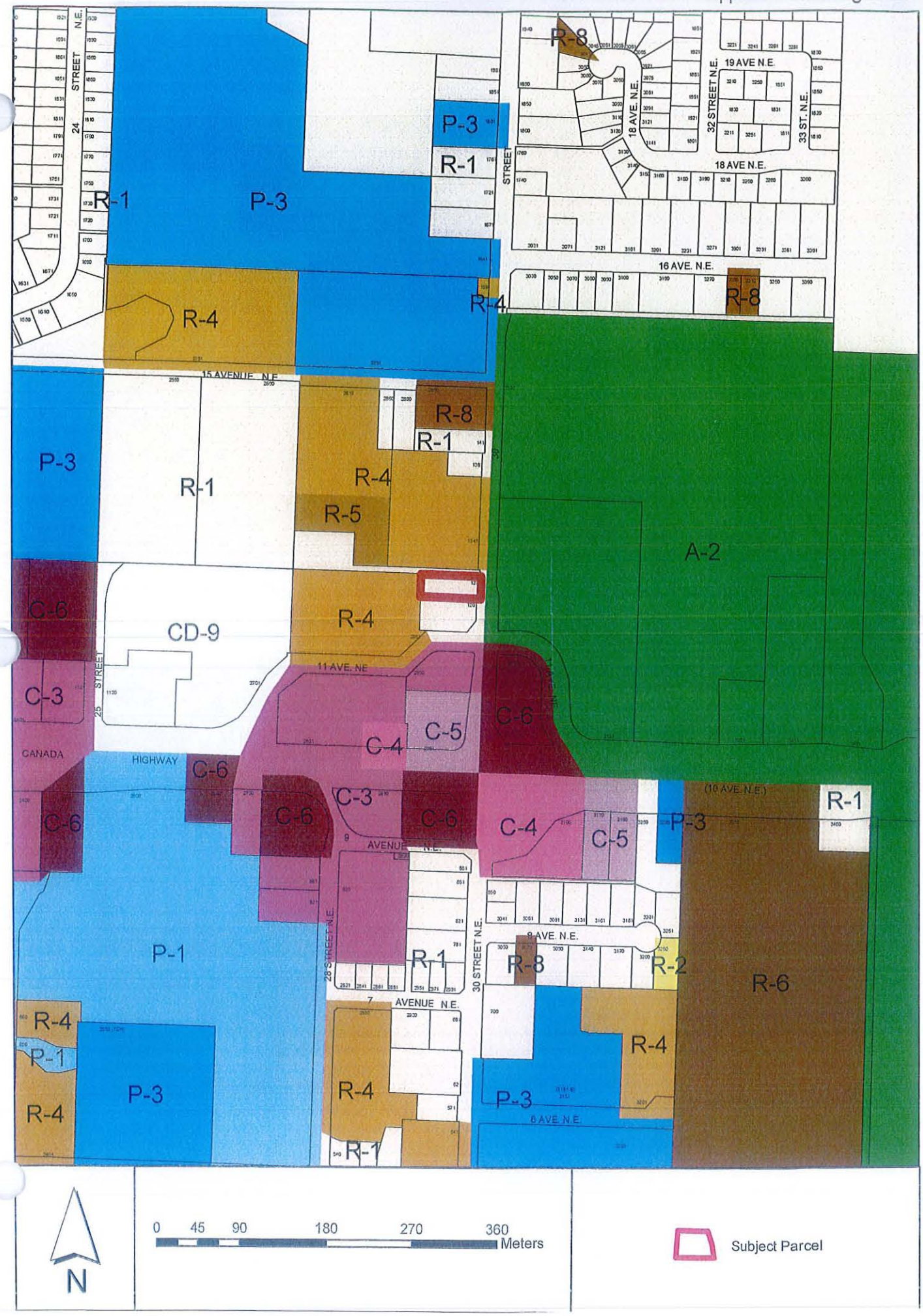


N

0 5 10 20 30 40 Meters

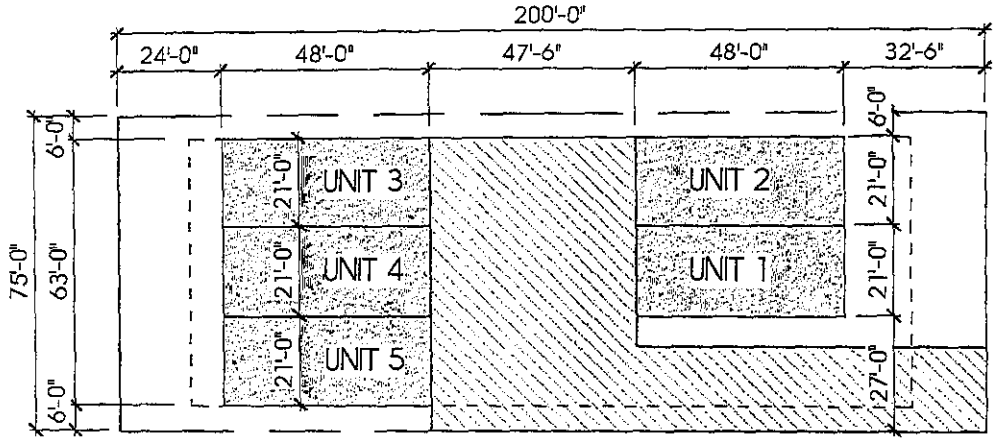
Subject Parcel

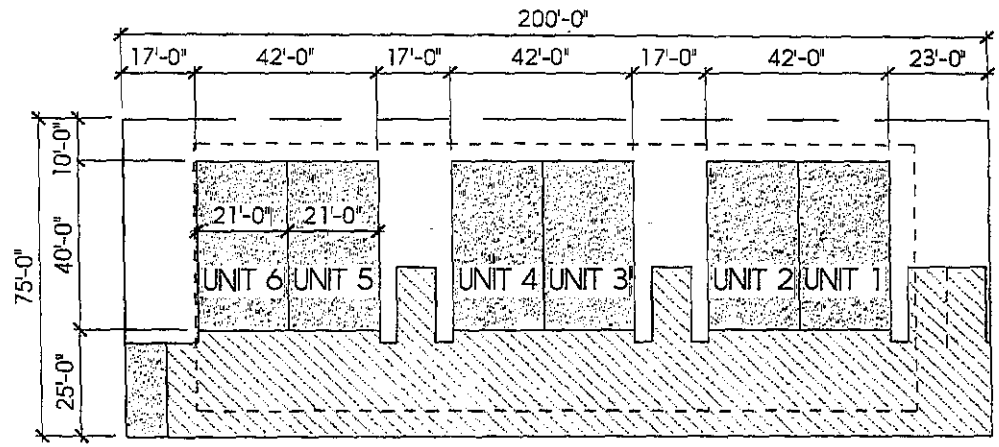

24 STREET N.E.
19 AVE N.E.
18 AVE. N.E.
32 STREET N.E.
33 ST. N.E.
18 AVE N.E.
16 AVE. N.E.
15 AVENUE N.E.
30 STREET
11 AVE. NE
11 AVE. NE
25 STREET
CANADA HIGHWAY
(10 AVE. N.E.)
9 AVENUE N.E.
28 STREET N.E.
30 STREET N.E.
8 AVE. N.E.
7 AVENUE N.E.
6 AVE. N.E.
N
0 2040 80 120 160
Meters
Subject Parcel
Acreage Reserve
Park
Institutional
High Density Residential
Commercial - Highway/Service Tourist
Medium Density Residential


R-8
19 AVE N.E.
32 STREET N.E.
33 ST. N.E.
18 AVE. N.E.
18 AVE N.E.
16 AVE. N.E.
R-8
P-3
R-1
STREET
24 STREET N.E.
R-1
P-3
R-4
R-4
15 AVENUE N.E.
R-8
R-1
P-3
R-1
R-4
R-5
A-2
C-6
CD-9
R-4
11 AVE. NE
C-3
25 STREET
C-5
C-6
C-4
CANADA
HIGHWAY
C-6
C-3
C-6
C-6
C-4
C-5
P-3
(10 AVE. N.E.)
R-1
C-6
9 AVENUE N.E.
28 STREET N.E.
30 STREET N.E.
9 AVE. N.E.
P-1
R-1
R-8
R-2
R-6
7 AVENUE N.E.
R-4
P-1
R-4
P-3
R-4
P-3
8 AVE. N.E.
R-1
N
0 45 90 180 270 360
Meters
Subject Parcel

View of subject parcel looking west from 30 Street NE.

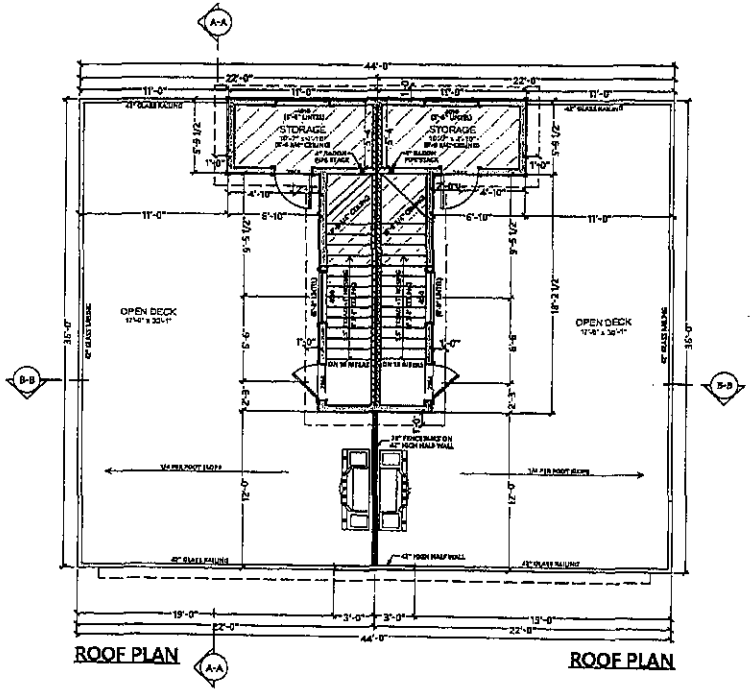
View of subject parcel looking south west from 30 Street NE showing adjacent (fenced) residential development.





1 **SITE**
1:500

NOV 15 2018
1231 30TH STREET, N.E.
SALMON ARM, B.C.



ROOF PLAN

ROOF PLAN

PARTY WALL ASSEMBLY

AS PER TABLE A-9.10.3.1.A B.C BUILDING CODE
W13a - 1 HR. FRR - STC 57

MATERIAL	THICKNESS	STUDS	STUD SPACING	MATERIAL	THICKNESS
GYPSUM	15.9mm	38x89mm	400mm	GYPSUM	15.9mm

- 5/8" TYPE "X" GYPSUM BD.
- 2x4 @ 16" O/C C/W R-13 BATT INSULATION
- 1" AIR SPACE
- 2x4 @ 16" O/C C/W R-13 BATT INSULATION
- 5/8" TYPE "X" GYPSUM BD.

NOTE: 26 GA. GALVANIZED FIRE STOP @ TOP OF ASSEMBLY AND @ UNDERSIDE OF ROOF TRUSSES SPANNING AIR SPACE.

SPECIFICATIONS

ROOF CONSTRUCTION
REMOVABLE SHINGLES
TORCH ON
1/2" ROOF SHEATHING
UNVENTED ROOF TRUSSES
5-ply KORK CHALKADE
6 MIL UV POLY
1/2" DRYWALL

EXTERIOR WALLS
VINYL SIDING
9/16" WALL SHEATHING
2x6 STUDS 24" O/C
R-20 & 10A BATT INSULATION
6 MIL UV POLY
1/2" DRYWALL

STAIR CONSTRUCTION
PRE MANUFACTURED
20 GA SCREWS
10" TREAD x 11" RISERS
2x6 & 1PWA STRINGERS

DOORS & WINDOWS
WINDOWS & DOORS MIN U VALUE OF 1.8
GARAGE DOOR MIN. R VALUE OF 4.3
STYROFOAM BACKER ROD AND CAULKING SEALS

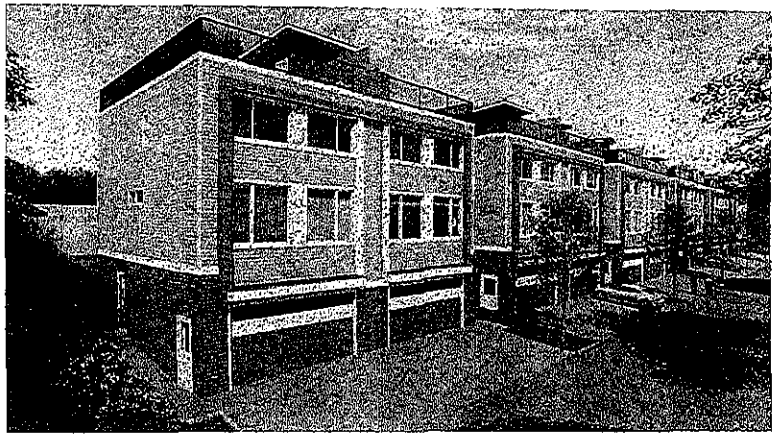
FOUNDATION
8" CONC. FOUNDATION
REBAR BRACE
1'x18" CONC. FOOTING

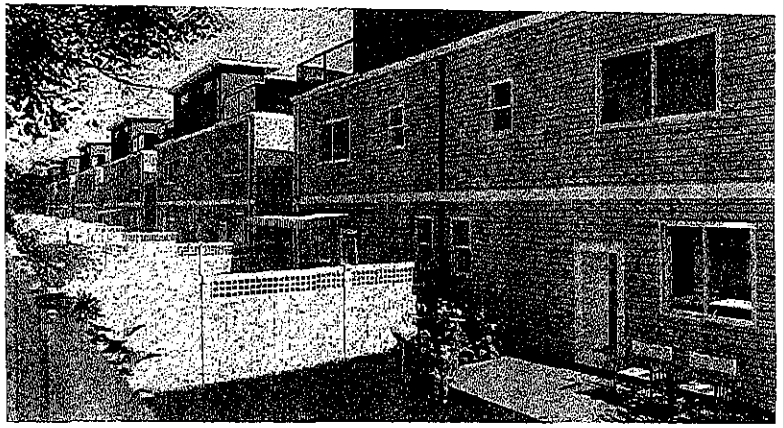
CONCRETE SLAB
4" CONC. SLAB
6 MIL UV POLY
6" COMPACTED GRAVEL

DRAINAGE TILE
PERFORATED PVC
MINIMUM 6" DRAIN ROCK
4" DRAIN TILE

FLOOR SYSTEM
3/4" T&G SHEATHING
2x6 JOISTS

SOFFIT & FASCIA
5" GUTTER
2x4 SUB FASCIA
1x6 & 1x12 FASCIA
VENTED ALUMINUM SOFFIT





R-tistry Home Design
design@rtistryhomedesign.com
PH: 250-469-1641

ISSUED PLANS:

NO.	REPORT	DATE
NO.1	PRELIMINARY	NOV 15-16
NO.2	PARTY WALL ASSEMBLY	OCT 25-16
NO.3	CONSTRUCTION DRAWINGS	DEC. 13-16

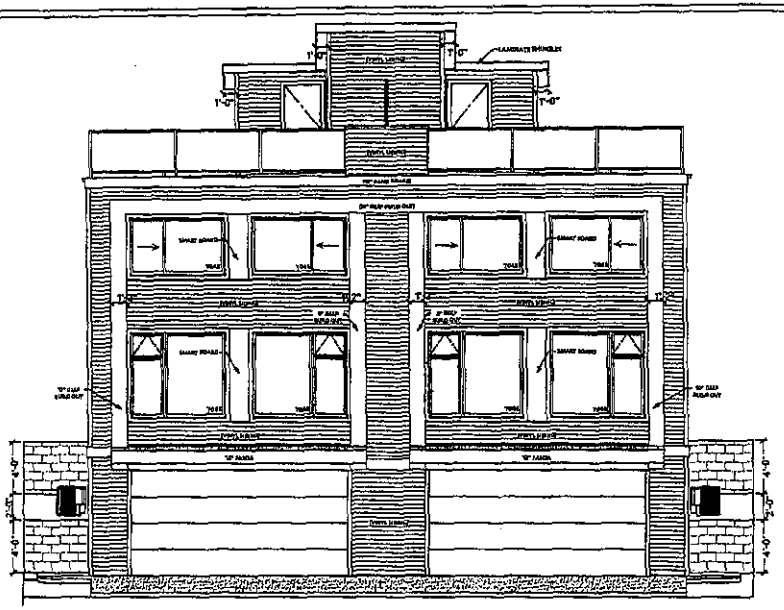
ELKRIDGE
A Summit Community

PROJECT TITLE:
ELKRIDGE - DUPLEX
2&3 BED UNITS

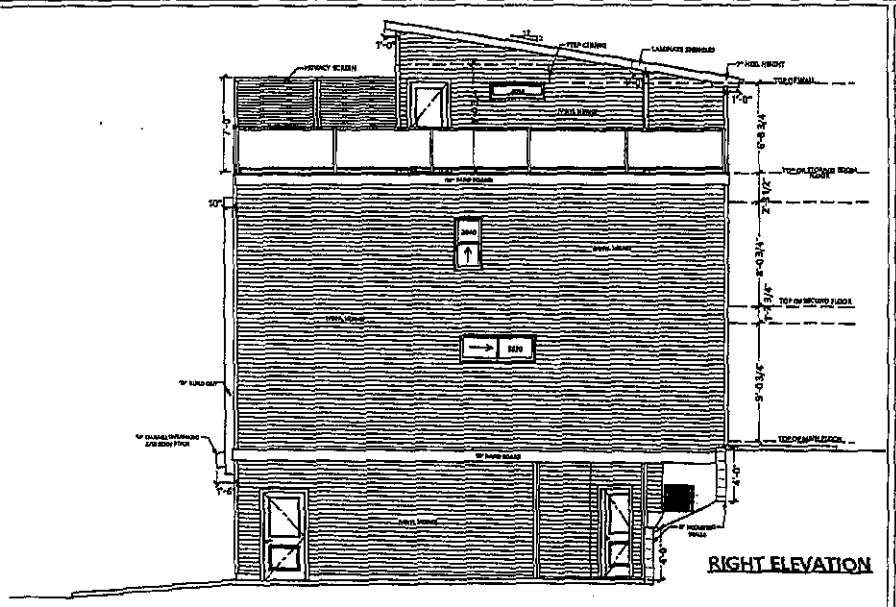
DATE: 12/13/2016

SCALE: 1/4" = 1'

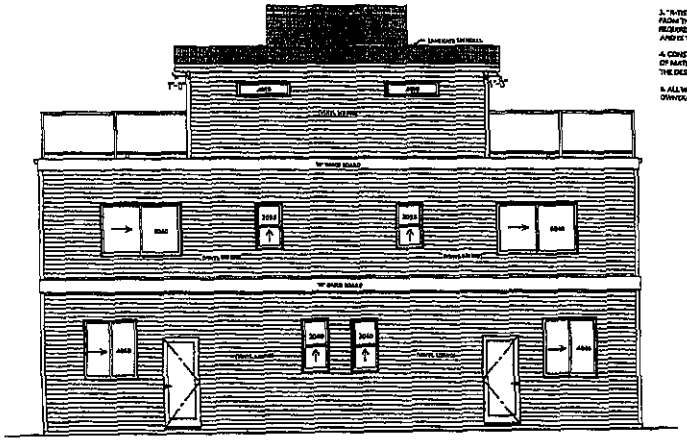
SHEET: 4/5



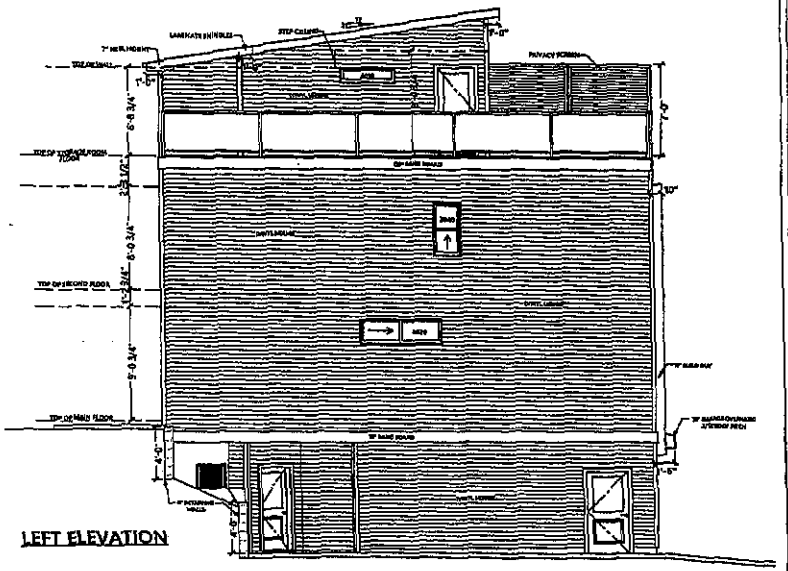
FRONT ELEVATION



RIGHT ELEVATION



REAR ELEVATION



LEFT ELEVATION

STANDARD NOTES

1. ALL WORK SHALL CONFORM TO THE CURRENT BUILDING CODES ADOPTED BY AUTHORITIES HAVING JURISDICTION (FEDERAL, BUILDING CODES AND BYLAWS WHICH MAY TAKE PRECEDENCE.

2. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DRAWINGS.

3. "R-TISTRY DESIGN INC." SHALL NOT BE RESPONSIBLE FOR ANY VARIANCES FROM THE STRUCTURAL DRAWINGS AND SPECIFICATIONS, OR ADJUSTMENT REQUIRED RESULTING FROM CONDITIONS ENCOUNTERED AT THE JOB SITE AND IS THE SOLE RESPONSIBILITY OF THE OWNER/ BUILDER.

4. CONSTRUCTION LOADS ON THE STRUCTURE CAUSED BY INTERIM STORAGE OF MATERIALS OR USE OF EQUIPMENT, SHALL NOT BE ALLOWED TO EXCEED THE DESIGN LOADINGS.

5. ALL WINDOW AND DOOR SIZES AND OPERATION ARE TO BE CONFIRMED BY OWNER/BUILDER WITH THE MANUFACTURER.

R-tistry Home Design
design@rtistryhomedesign.com
PH: 250-469-1641

ISSUED PLANS

NO.	DESCRIPT	INITIALS	DATE
NO.1	PERMIT SUBMISSION		
NO.2	CONSTRUCTION DRAWINGS		

ELKRIDGE

PROJECT TITLE:
ELKRIDGE - DUPLEX
2&3 BED UNITS

DATE: 12/13/2016

SCALE: 1/4" = 1'

SHEET: 1/5

SALMONARM
ECONOMIC DEVELOPMENT SOCIETY

February 12, 2019

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

Attention: Kevin Pearson
Director of Development Services

Dear Sir:

Re: OCP Amendment Application No OCP4000-38

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to redesignate the OCP designation of the property located at 1231 30th Street NE, Salmon Arm from Highway Commercial to High Density Residential and the zoning of the same property from R1 to R5. The Board has no objections to the application, based on the information provided.

We thank you for the opportunity to comment on this OCP Amendment Referral.

Sincerely,

Lana Fitt, Economic Development Manager
Salmon Arm Economic Development Society

BRITISH COLUMBIA | Ministry of Transportation and Infrastructure

DEVELOPMENT APPROVALS PRELIMINARY BYLAW COMMUNICATION

Your File #: ZON-1141
eDAS File #: 2019-00410
Date: Jan/28/2019

City of Salmon Arm, Development Services
500 2nd Avenue NE
PO Box 40
Salmon Arm, BC V1E 4N2
Canada

Attention: City of Salmon Arm, Development Services

Re: Proposed Bylaw for: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069
1231 – 30 Street NE, Salmon Arm

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act.*

We ask that the City of Salmon Arm consider imposing development cost charges towards this and future developments in the area to contribute towards a traffic study and possible future improvements to the municipal intersection(s) to the Trans-Canada Highway, as warranted.

If you have any questions please feel free to call Tara Knight at (250) 833-3374.
Yours truly,

Knight

Tara Knight
District Development Technician

Local District Address
Salmon Arm Area Office
Bag 100
850C 16th Street NE
Salmon Arm, BC V1E 4S4
Canada
Phone: (250) 503-3664 Fax: (250) 833-3380

Appendix 9: Engineering Comments

CITY OF
SALMONARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	08 February 2019
PREPARED BY:	Chris Moore, Engineering Assistant
OWNER:	**Cutting Edge Holdings Ltd.**, 2790 – 25 St NE, Salmon Arm, BC, V1E 2Z7
APPLICANT:	Owner
SUBJECT:	**OCP AMENDMENT APPLICATION NO. OCP4000-38** **ZONING AMENDMENT APPLICATION FILE NO. ZON-1141**
LEGAL:	Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069
CIVIC:	**1231 – 30 Street NE**

Further to your referral dated 17 January, 2019, the Engineering Department does not have any concerns related to the Re-zoning and OCP amendment and recommends approval.

In advance of any development proceeding to the next stages we provide the following servicing information. These comments and servicing requirements are not conditions for Rezoning / OCP Amendment; however, these comments are provided as a courtesy, prior to the next stage of development.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.

2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.

3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with (underground) electrical and telecommunication wiring upon development.

4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.

5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.

6. Erosion and Sediment Control measures will be required at time of construction. ESC plans to be approved by the City of Salmon Arm.

7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.

8. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will

show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

9. For the off-site improvements at the time of development 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 development 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. 30 Street NE, on the subject properties Eastern boundary, is designated as an Urban Arterial Road standard, with an ultimate 25.0m road dedication (12.5m on either side of road centerline). Although the City only requires an Interim total of 20.0m of road dedication (10.0m on either side of road centerline) at this time, all building setbacks will be required to conform to the ultimate 25.0m cross section. Available records indicate that no additional road dedication is required (to be confirmed by BCLS).

2. 30 Street NE is currently constructed to an Interim Urban Arterial Road standard. Upgrading to the approved Interim Urban Arterial Road standard will require the installation of one additional street light in accordance with drawing SL-1. No further upgrading is anticipated at this time.

3. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

4. There is currently a single residential letdown to the property. Only one letdown (8m maximum width) will be permitted, any un-used letdowns are to be reinstated. Owner / Developer is responsible for all associated costs.

5. It is recommended that a turn-around is incorporated into the design, suitably sized to allow service vehicles to turn and exit in a forward direction.

Water:

1. The subject property fronts a 300mm diameter Zone 4 watermain on the West side of 30 Street NE and a 250mm diameter Zone 4 watermain on the East side of 30 Street NE. No upgrades will be required at this time.

2. Records indicate that the existing property is serviced by a service of unknown size from the 300mm diameter watermain on 30 Street NE. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

3. The proposed development 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.

OCP AMENDMENT APPLICATION NO. OCP4000-38
ZONING AMENDMENT APPLICATION FILE NO. ZON-1141
08 February 2019
Page 3

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.

4. 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.

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.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 30 Street NE. No upgrades will be required at this time.

2. The development is be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.

3. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 30 Street 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 300mm diameter storm sewer on 30 Street NE. No upgrades will be required at this time.

2. Records indicate that the existing property is not serviced with a 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.

OCP AMENDMENT APPLICATION NO. OCP4000-38
ZONING AMENDMENT APPLICATION FILE NO. ZON-1141
08 February 2019
Page 4

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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 lot(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), is required.

Chris Moore
Engineering Assistant

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

From: cheryl hughes
Sent: April-15-19 9:21 AM
To: Denise Ackerman
Subject: Zoning bylaw 2303

Hello the reason for this message as we will be away on April 23rd

we are opposed to this idea reasons for,
the area as is ,there is a lot of congestion even though we have the set of lights on the corner by McDonald's
it makes it very difficult still getting into our subdivision to have more homes it would just be that much more also we have a senior's place down the road and is very busy with ambulances going past here he just need to be against this too much traffic too much congestion in the area this is both for myself Cheryl Hughes and my husband Kitchener Hughes

Thank you

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the **Council Chambers at City Hall,** 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Tuesday, April 23, 2019 at 7:00 p.m.**

2) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plans 36325 & EPP89786 from R-1 Single Family Residential Zone to R-8 Residential Suite Zone.

Civic Address: 960 – 12 Street SE

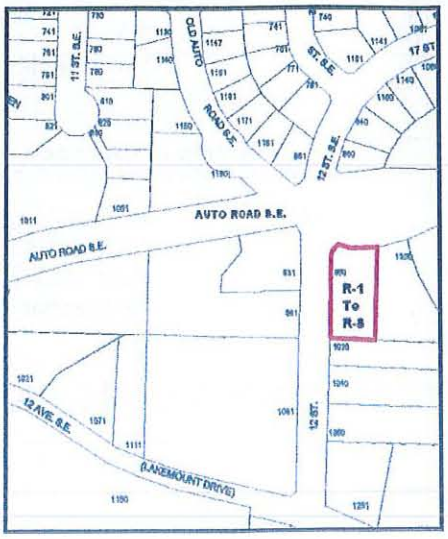
Location: Southeast of the intersection of Auto Road SE and 15 Street SE

Present Use: Single family dwelling

Proposed Use: Single family dwelling with a suite

Owner / Applicant: 1129288 BC Ltd.

Reference: ZON-1145/ Bylaw No. 4331



The file for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from April 9 to 23, 2019, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

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

Erin Jackson, Director of Corporate Services

April 10 and 17, 2019

24.3 /25.3

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: March 18, 2019

Subject: Zoning Bylaw Amendment Application No. 1145

Legal: Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plan 36325 & EPP89786
Civic: 960 12 Street SE
Owner/Applicant: 1129288 BC Ltd. / Lawson Developments Ltd.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plan 36325 & EPP89786 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is approximately 0.46 acres (1,854 square metres) in area and is located at 960 12 Street SE (Appendix 1 and 2). The ultimate intent is to subdivide the subject parcel to create two new lots and a remainder parcel with the existing house. This proposal is to rezone the subject parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit the construction and use of new single family dwellings containing a *secondary suites*, and would also permit the construction of a *secondary suite* within the existing house (subject to BC Building Code).

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 and 4). The parcel is located in a residential area largely comprised of R-1, R-7 and R-8 zoned parcels containing single family dwellings. There are over 25 R-8 zoned parcels within the vicinity of the subject parcel.

The subject parcel contains a single family dwelling and mature vegetation, and is approximately 1,854 m^2 in area. Site photos are attached as Appendix 5. The proposed parcels shown in the Site Plan (Appendix 6) meet both the conditions of minimum parcel area and minimum parcel width as specified by the proposed R-8 zone. A subdivision application has been submitted (Sub-19.01).

The purpose of this amendment is to allow the future development and use of new *single-family dwellings* containing a *secondary suite* (the proposed R-8 parcels do not have sufficient area to permit a *detached suite*), while no changes are anticipated at this time to the existing house. Development would require a building permit and be subject to meeting Zoning Bylaw and BC Building Code requirements.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

The Zoning Bylaw also requires a *secondary suite* to have one designated offstreet parking stall in addition to the two stalls required for the single family dwelling. Based on parcel area the subject parcel (and proposed parcels) all have more than sufficient space to accommodate the offstreet parking requirements.

COMMENTS

Engineering Department

No Concerns. Detailed comments provided with subdivision application Sub-19.01.

Building Department

No Concerns subject to BC Building Code requirements. A building permit will be required to create a suite in the existing house on the remainder lot.

Fire Department

No concerns.

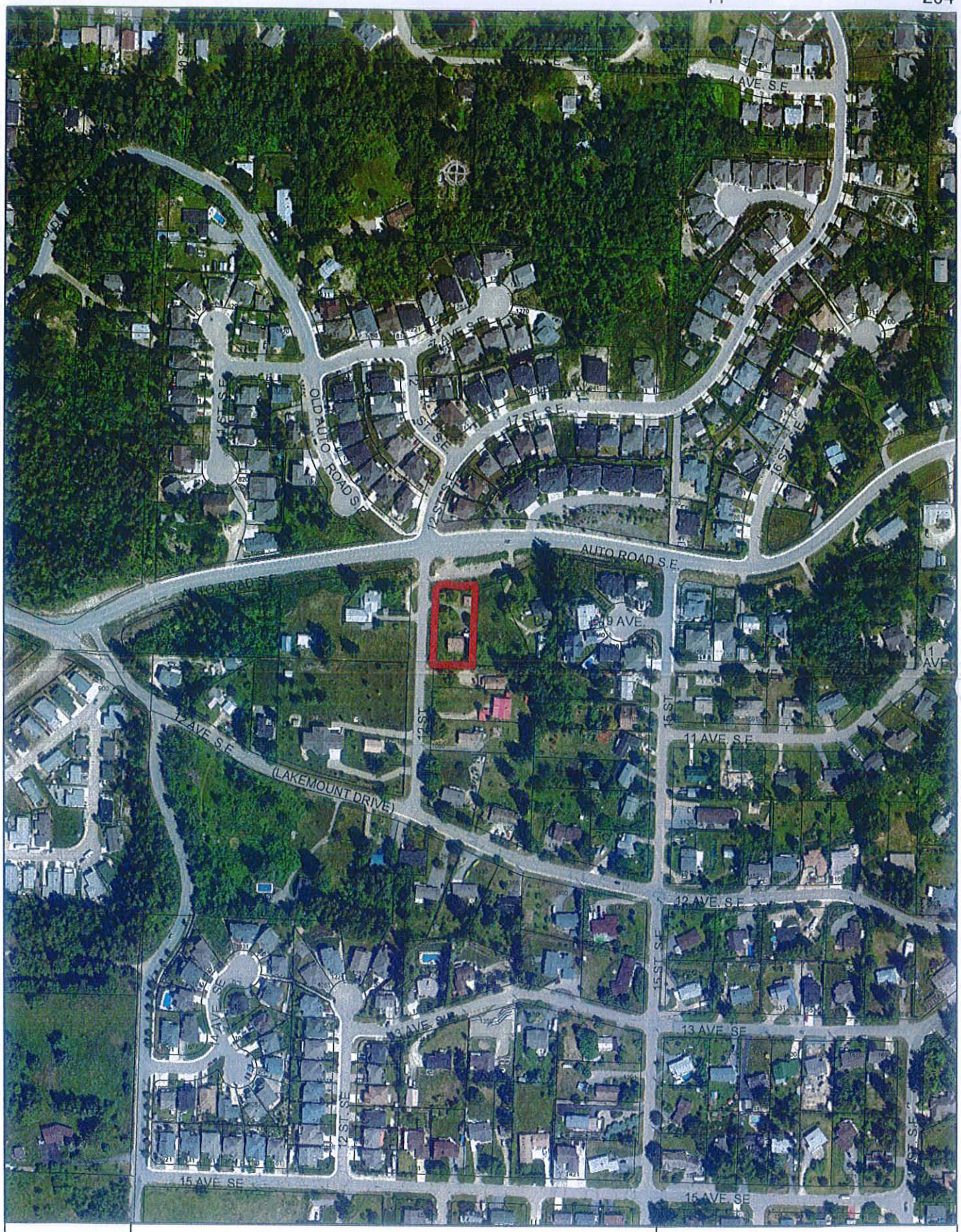
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The area and dimensions of the proposed lots are suitable for the proposed use and development: minimum setbacks, parcel coverage, building separation, parking and access should be easily achievable.

Any development of a single-family dwelling with a *secondary suite* or a *secondary suite* in the existing house would require a building permit and will be subject to meeting Zoning Bylaw and BC Building Code requirements.

Prepared by: Chris Larson, MCP
Planning and Development Officer

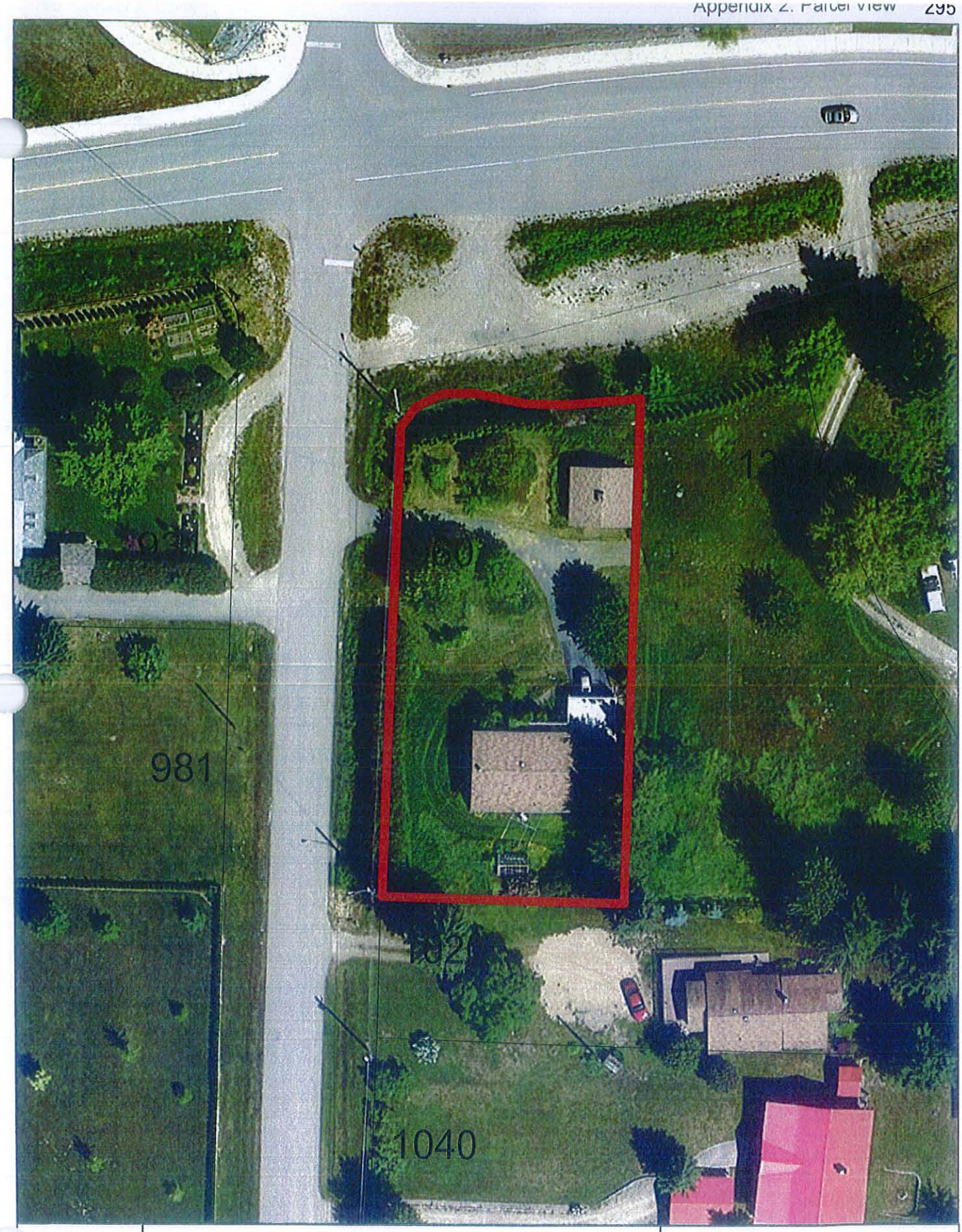
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



N

0 40 80 160 240 320 Meters

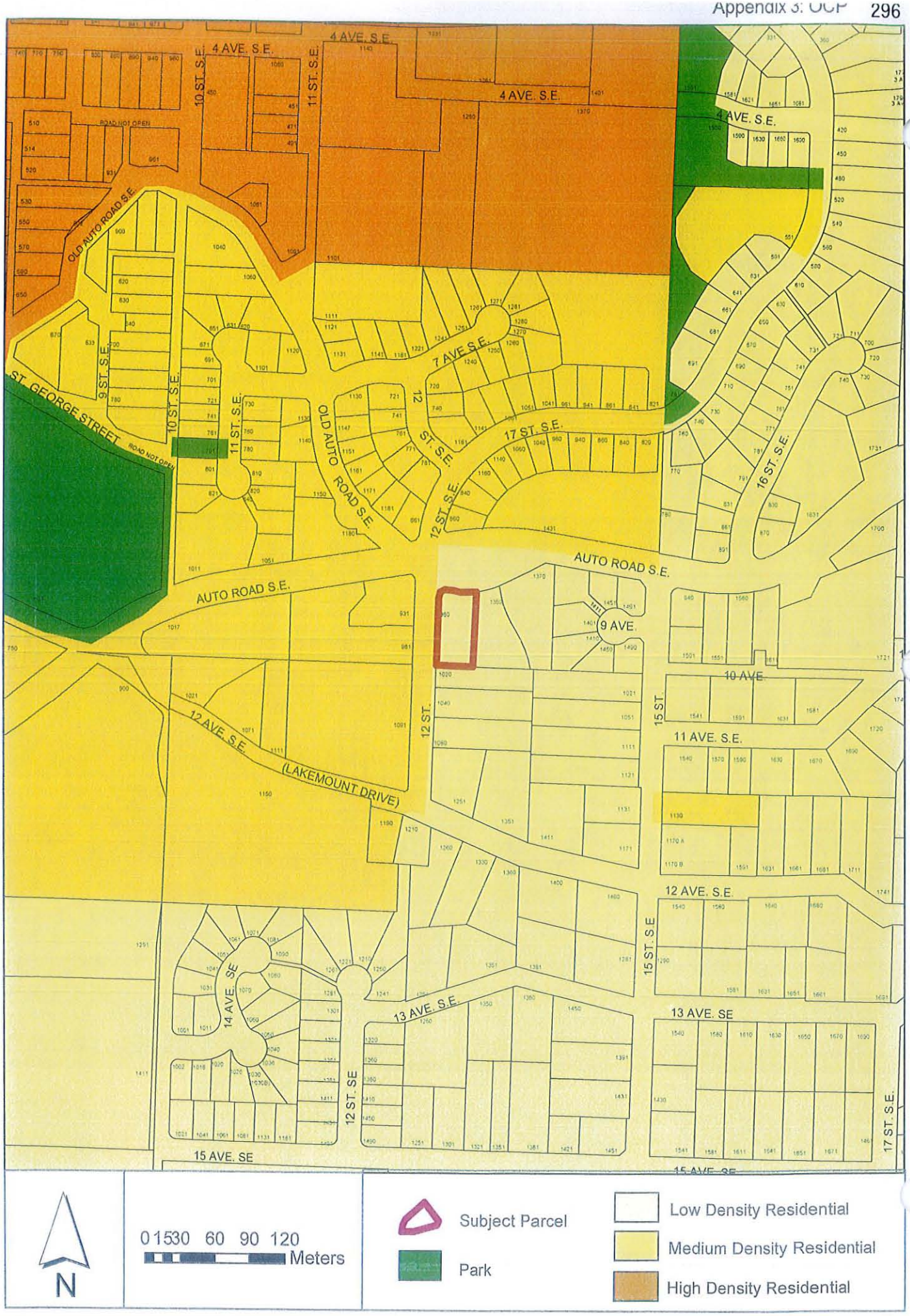
Subject Parcel

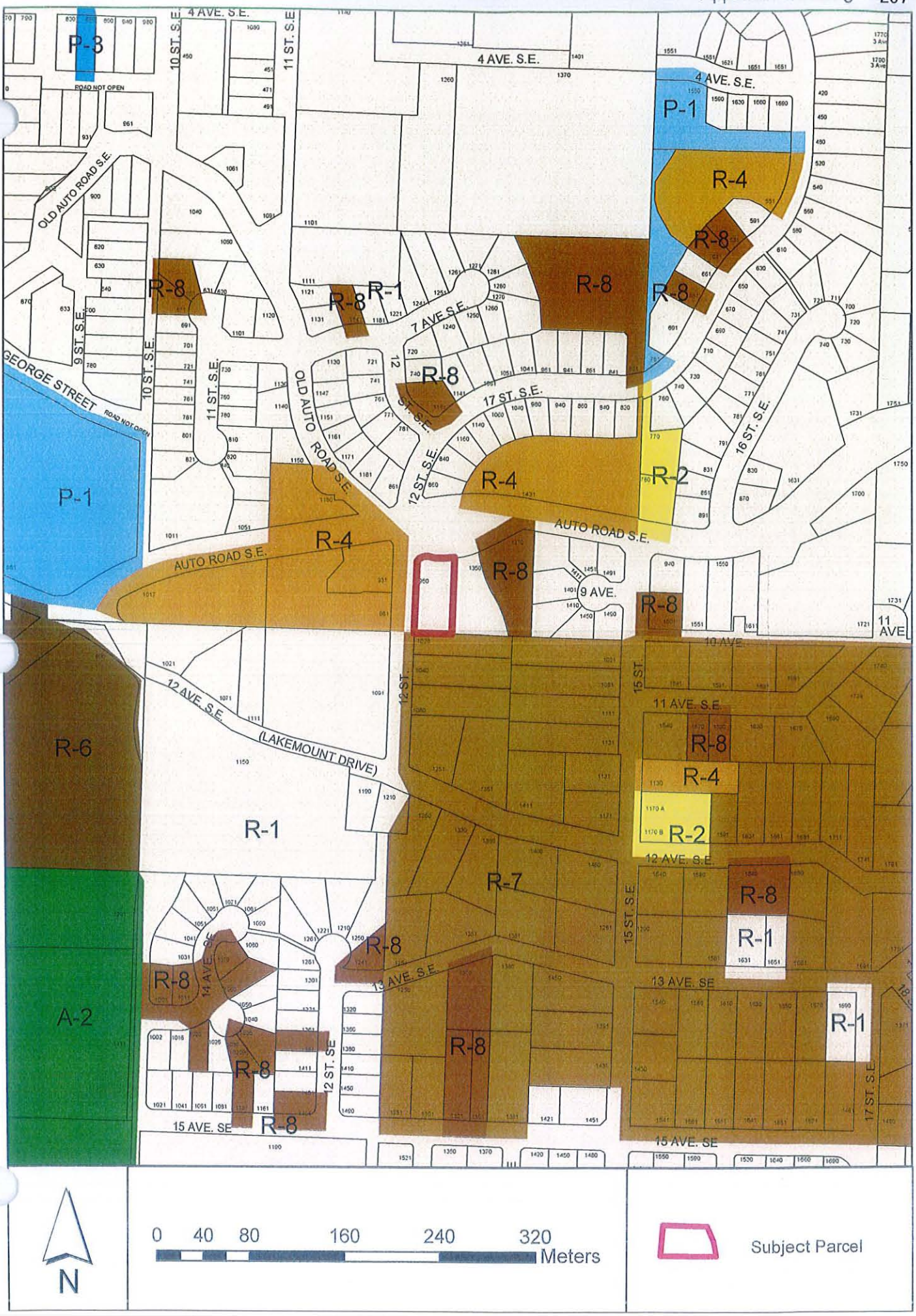


N

0 5 10 20 30 40 Meters

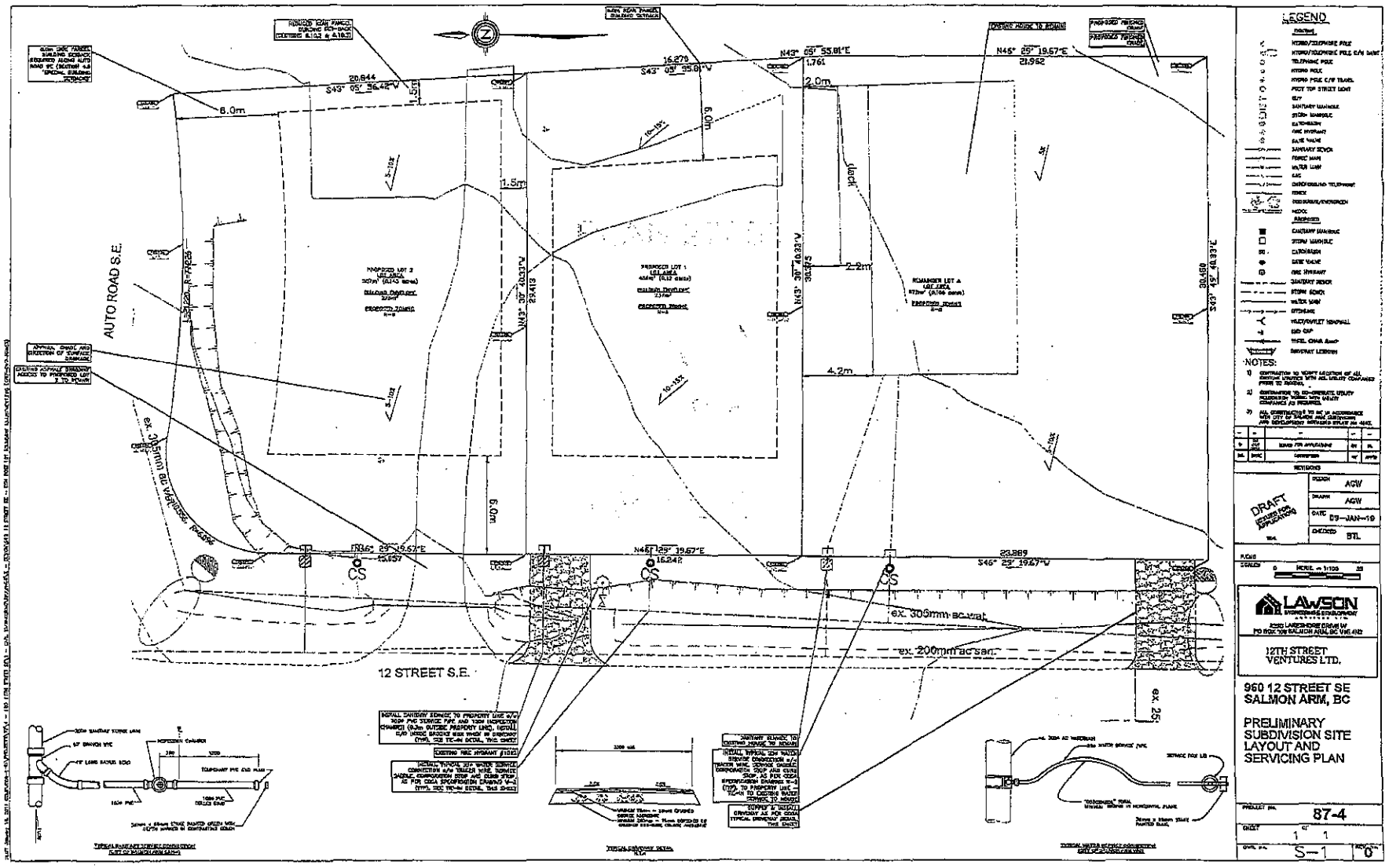
Subject Parcel


4 AVE. S.E.
10 ST. S.E.
11 ST. S.E.
ROAD NOT OPEN
OLD AUTO ROAD S.E.
9 ST. S.E.
ST. GEORGE STREET
ROAD NOT OPEN
7 AVE. S.E.
12 ST. S.E.
17 ST. S.E.
16 ST. S.E.
AUTO ROAD S.E.
9 AVE.
10 AVE.
15 ST.
11 AVE. S.E.
12 AVE. S.E.
(LAKEMOUNT DRIVE)
12 ST.
15 ST. S.E
13 AVE. S.E.
13 AVE. SE
14 AVE. SE
12 ST. SE
17 ST. S.E.
15 AVE. SE
N
0 15 30 60 90 120
Meters
Subject Parcel
Park
Low Density Residential
Medium Density Residential
High Density Residential


P-3
ROAD NOT OPEN
4 AVE. S.E.
10 ST. S.E.
11 ST. S.E.
P-1
R-4
R-8
R-1
7 AVE S.E.
OLD AUTO ROAD S.E.
9 ST. S.E.
GEORGE STREET
ROAD NOT OPEN
12 ST. S.E.
17 ST. S.E.
16 ST. S.E.
R-2
AUTO ROAD S.E.
9 AVE.
11 AVE
10 AVE.
15 ST.
11 AVE. S.E.
12 AVE. S.E.
(LAKEMOUNT DRIVE)
R-6
R-7
15 ST. S.E
13 AVE. S.E.
13 AVE. SE
14 AVE. S.E.
A-2
17 ST. S.E.
15 AVE. SE
0 40 80 160 240 320
Meters
N
Subject Parcel

View of subject parcel looking southeast from Auto Road SE.

View of subject parcel looking northeast from 12 Street SE.



Appendix 6: Proposed Site Plan

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CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing in the **Council Chambers at City Hall,** 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Tuesday, April 23, 2019 at 7:00 p.m.**

3) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 Single Family Residential Zone to R-8 Residential Suite Zone.

Civic Address: 3200 – 20 Street NE

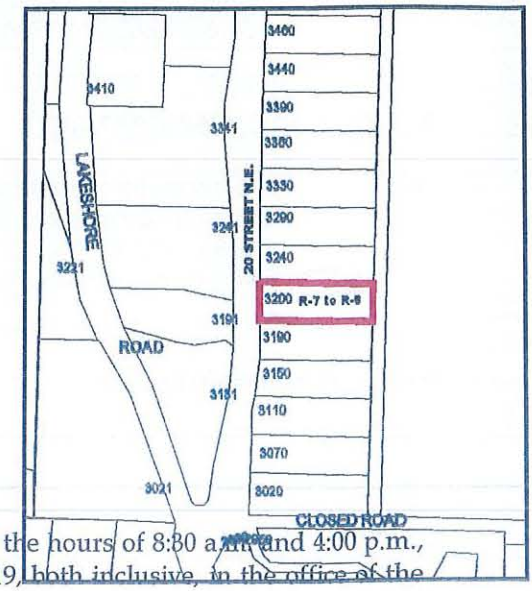
Location: Northeast of the intersection of Lakeshore Road and 20 Street NE

Present Use: Vacant land

Proposed Use: Single family dwelling with a detached suite

Owner / Applicant: Wong, W

Reference: ZON-1146/ Bylaw No. 4332



The file for the proposed bylaws is available for inspection between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays from April 9 to 23, 2019, both inclusive, in the office of the Corporate Officer at City Hall, 500 - 2 Avenue NE.

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

Erin Jackson, Director of Corporate Services

April 10 and 17, 2019

24.4 /25.4

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

Date: March 20, 2019

Subject: Zoning Bylaw Amendment Application No. 1146

Legal: Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453
Civic: 3200 – 20 Street NE
Owner/Applicant: Templin, R. & S. / Wong, W.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located at 3200 20 Street NE (Appendix 1 and 2) and is presently vacant. The proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit the construction of a secondary suite.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The subject parcel is located in the Upper Lakeshore area, largely comprised of R-7 zoned parcels containing single family dwellings with associated accessory buildings. There are currently six R-8 zoned parcels within the proximity of the subject parcel.

The subject parcel meets the conditions as specified to permit a secondary suite within the proposed R-8 zone. Site photos are attached as Appendix 5. The intent of the applicant is to develop a conforming *detached suite* and single family dwelling. No site or development plan has been provided for this application. Development of a *secondary suite* within a dwelling would require a building permit and will be subject to meeting Zoning Bylaw, BC Building Code requirements. Construction of a *detached suite* would need to meet these same requirements in addition to being sited outside of the Agricultural Land Commission's 20 m / 27.8 covenanted area prohibiting residential development in the rear yard.

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area, the subject property should have potential to meet the conditions for the development of a *detached suite*, including sufficient space for an additional off-street parking stall.

COMMENTS

Engineering Department

No concerns.

Building Department

BC Building Code will apply.

Development Cost Charges (DCCs) are payable at the time of Building Permit for a *Detached Suite* in the amount of $6,064.31 (same as the DCCs for a High Density Residential Unit).

Fire Department

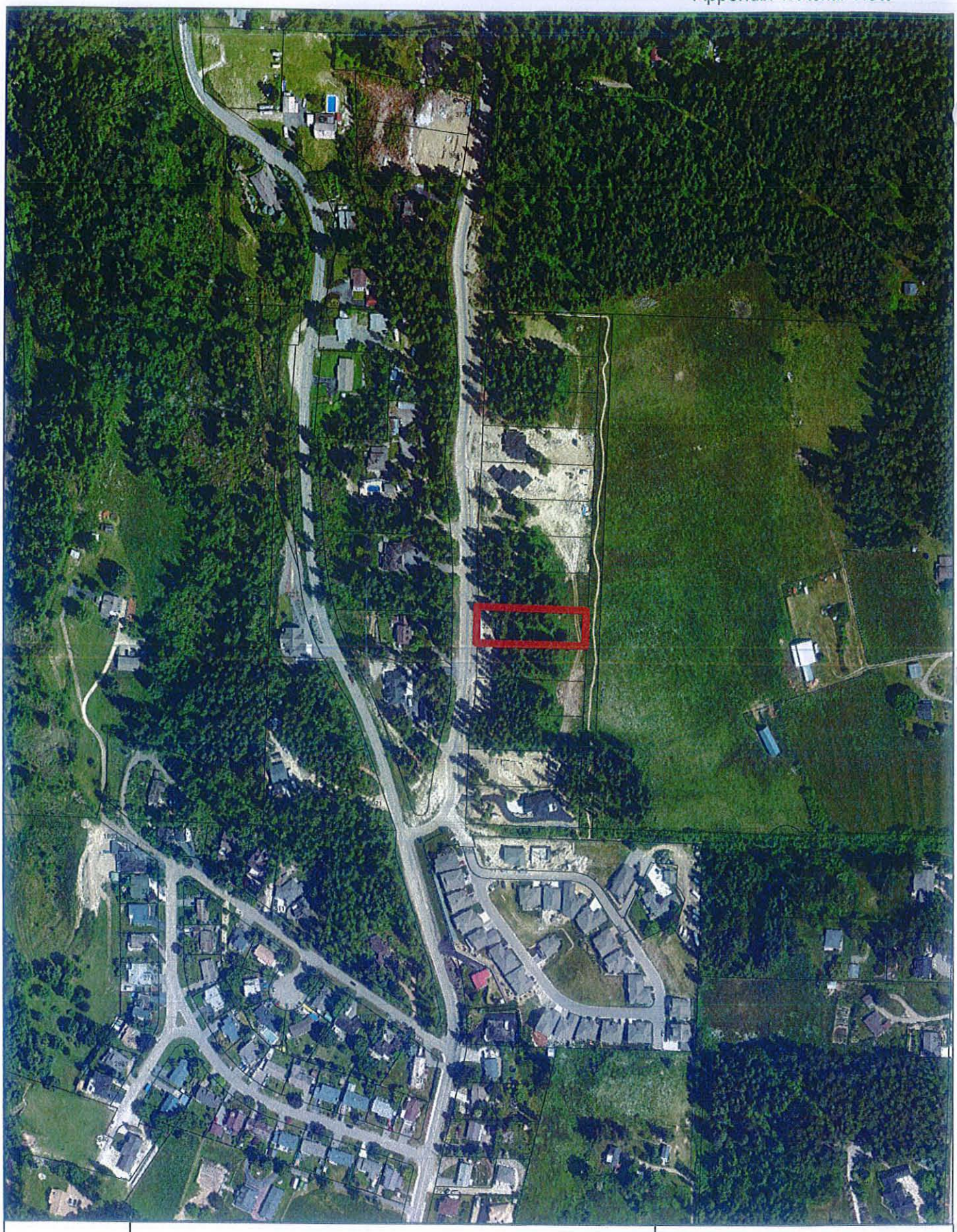
No concerns.

Planning Department

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

Prepared by: Chris Larson, MCP
Planning and Development Officer

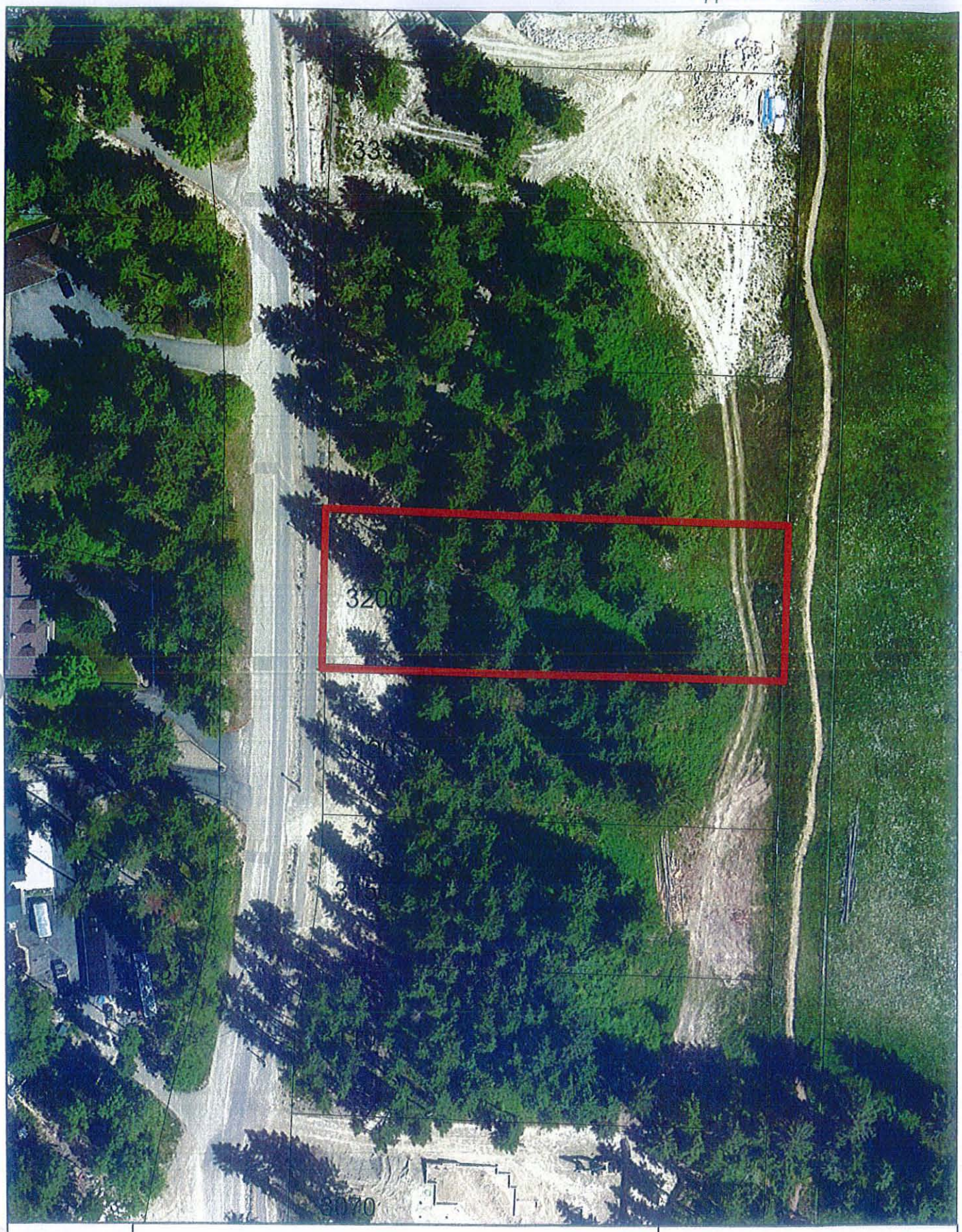
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services



N

0 37.5 75 150 225 300 Meters

Subject Parcel



N

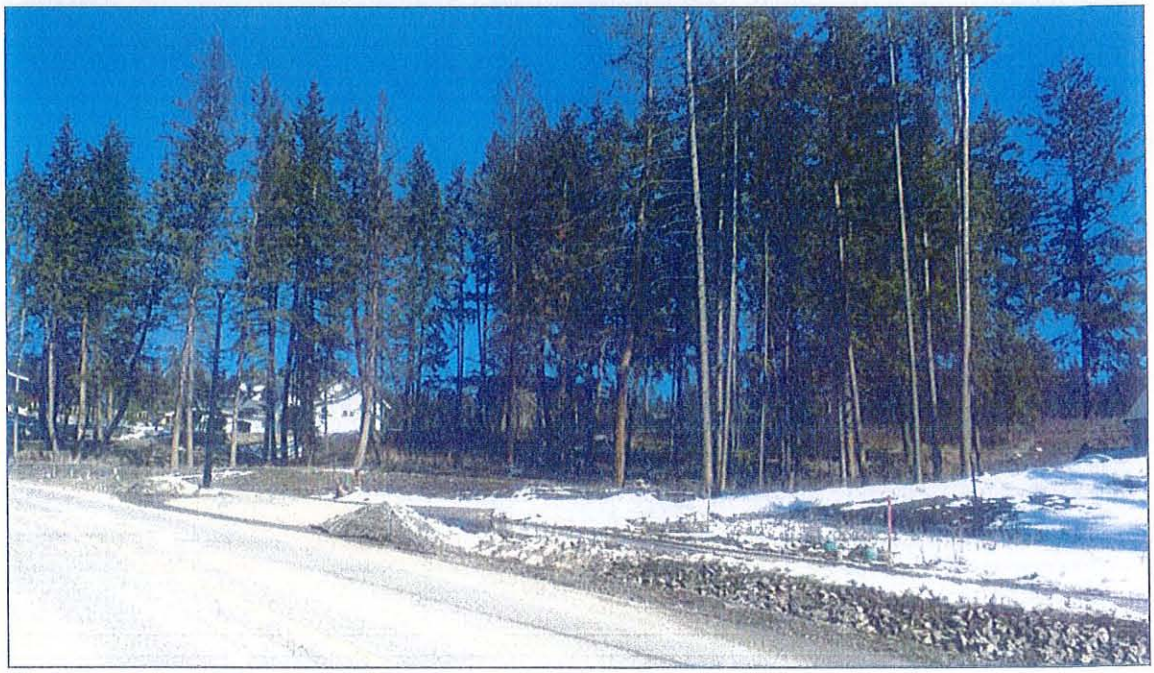
0 10 20 40 60 80 Meters

Subject Parcel

20 ST. N.E.
LAKESHORE ROAD
28 AVE.
28 AVENUE N.E.
17 STREET
27 AVENUE
ROAD
30 AVENUE
26 AVENUE N.E.
N
0 15 30 60 90 120
Meters
Subject Parcels
Acreage Reserve
Low Density Residential
Medium Density Residential

A-3
P-1
R-7
R-8
R-7
R-8
A-2
R-7
R-8
R-7
R-8
R-1
R-8
N
0 37.5 75 150 225 300
Meters
Subject Parcel

View of subject parcel looking southeast from 20 Street NE.



View of subject parcel looking northeast from 20 Street NE.

Item 25.1

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled Official Community Plan Amendment Bylaw No. 4324 be read a third time.

[OCP4000-38; Cutting Edge Holdings Ltd.; 1231 30 Street NE; HC to HDR]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4324

A bylaw to amend "City of Salmon Arm Official Community Plan Bylaw No. 4000"

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on , at the hour of 7:00 p.m. was published in the and , 2019, issue 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

    1. Re-designate Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from Highway Service / Tourist Commercial to High Density Residential, as shown on Schedule "A" attached hereto and forming part of this bylaw;

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

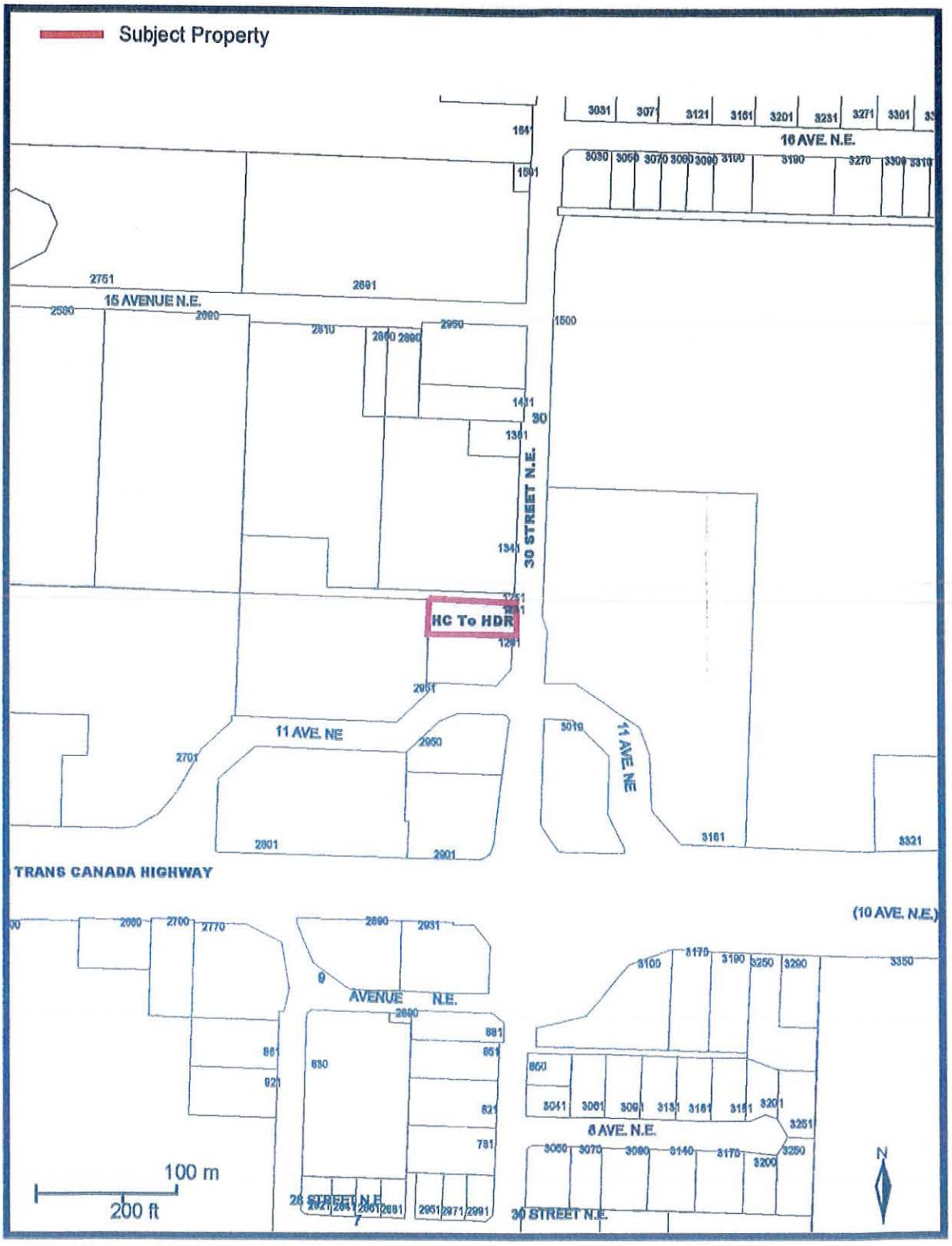
This bylaw may be cited as **"City of Salmon Arm Official Community Plan Amendment Bylaw No. 4324".**

READ A FIRST TIME THIS	25th	DAY OF	March	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS		DAY OF		2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

MAYOR

CORPORATE OFFICER

Schedule "A"



HC - Highway Service / Tourist Commercial

HDR - High Density Residential

Item 25.2

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4325 be read a third time.

[ZON-1141; Cutting Edge Holdings Ltd.; 1231 30 Street NE; R-1 to R-5]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4325

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 , 2019 at the hour of 7:00 p.m. was published in the and , 2019 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 24, Township 20, Range 10, W6M, KDYD, Plan 17069 from R-1 Single Family Residential Zone to R-5 High Density 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. 4325"**

READ A FIRST TIME THIS	25th	DAY OF	March	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS		DAY OF		2019

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 2019

For Minister of Transportation & Infrastructure

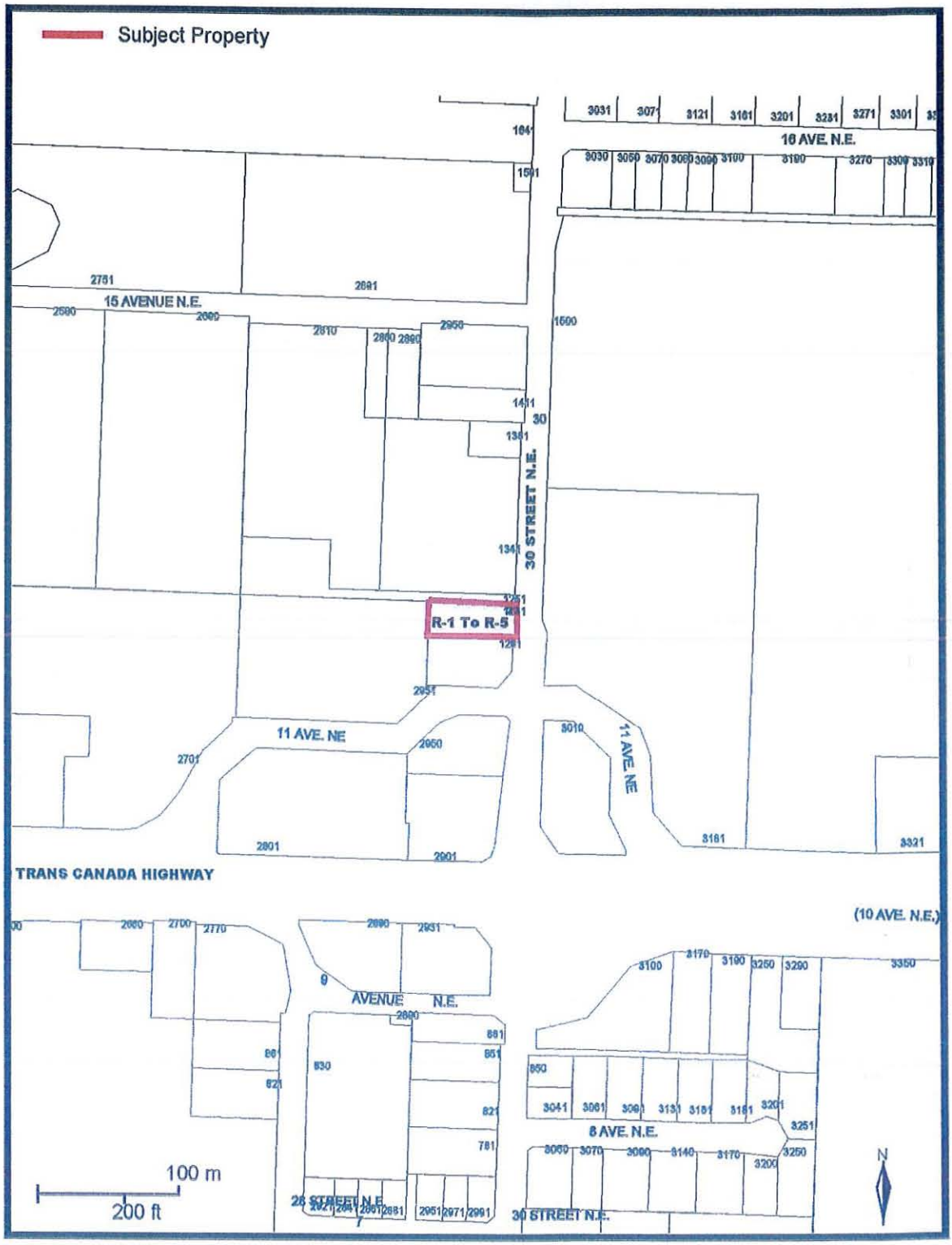
ADOPTED BY COUNCIL THIS DAY OF 2019

MAYOR

CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4325

SCHEDULE "A"



R-1 - Single Family Residential Zone

R-5 - High Density Residential Zone

Item 25.3

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4331 be read a third and final time.

[ZON 1145; 1129288 BC Ltd./Lawson Developments Ltd.; 960 – 12 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

BYLAW NO. 4331

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 , 2019 at the hour of 7:00 p.m. was published in the and , 2019 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 A, Section 13, Township 20, Range 10, W6M, KDYD, Plan 27050, Except Plans 36325 & EPP89786 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.

5. CITATION

This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4331**"

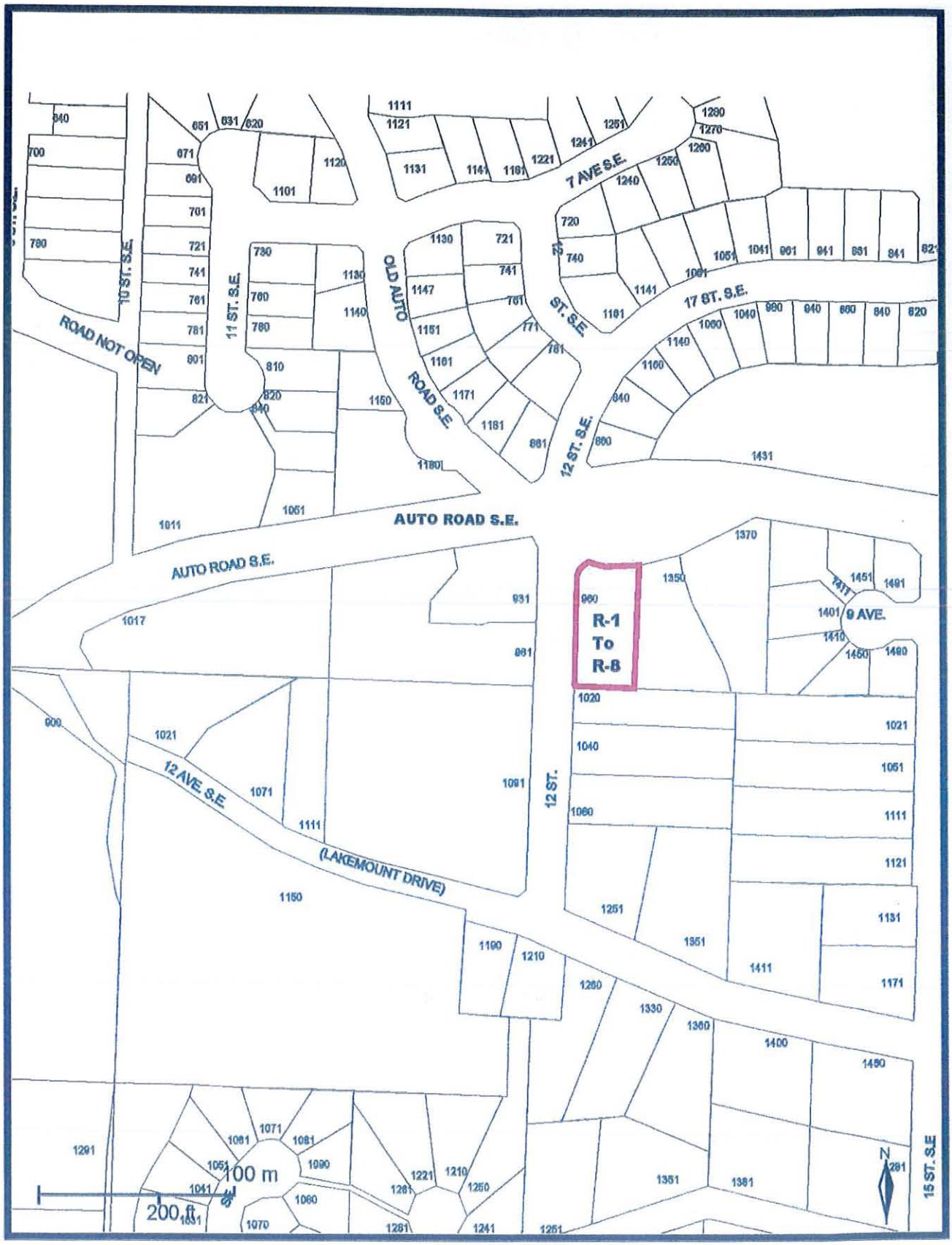
READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS		DAY OF		2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

_____
MAYOR

_____
CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4331

SCHEDULE "A"



Item 25.4

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4332 be read a third and final time.

[ZON 1146; Templin, R. & S./Wong, W.; 3200 - 20 Street NE; R-7 to R-8]

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4332

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 , 2019 at the hour of 7:00 p.m. was published in the and , 2019 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 9, Section 25, Township 20, Range 10, W6M, KDYD, Plan EPP55453 from R-7 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.

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4332"**

READ A FIRST TIME THIS	8th	DAY OF	April	2019
READ A SECOND TIME THIS	8th	DAY OF	April	2019
READ A THIRD TIME THIS		DAY OF		2019
ADOPTED BY COUNCIL THIS		DAY OF		2019

_____
MAYOR

_____
CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4332

SCHEDULE "A"

Item 27.

CITY OF SALMON ARM

Date: April 23, 2019

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of April 23, 2019, be adjourned.

Vote Record

- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

  Opposed:

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

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