



AGENDA

**City of Salmon Arm
Regular Council Meeting**

**Monday, June 22, 2020
1:30 p.m.**

[Public Session Begins at 2:30 p.m.]
**Council Chamber of City Hall
500 – 2 Avenue NE**

| Page # | Item # | Description |
|---------------|---------------|---|
| | 1. | CALL TO ORDER |
| 1 – 2 | 2. | IN-CAMERA SESSION |
| | 3. | ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i> |
| | 4. | ADOPTION OF AGENDA |
| | 5. | DISCLOSURE OF INTEREST |
| 3 – 12 | 6. | CONFIRMATION OF MINUTES |
| | 1. | Regular Council Meeting Minutes of June 8, 2020 |
| 13 – 18 | 7. | COMMITTEE REPORTS |
| | 1. | Development and Planning Services Committee Meeting Minutes of June 15, 2020 |
| 19 – 30 | 2. | Downtown Parking Commission Meeting Minutes of June 16, 2020 |
| | 8. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE |
| 31 – 34 | 9. | STAFF REPORTS |
| | 1. | Director of Engineering and Public Works – Municipal Asset Management Grant, Establishing Salmon Arm's Asset Management Program |
| 35 – 100 | 10. | INTRODUCTION OF BYLAWS |
| | 1. | City of Salmon Arm Zoning Amendment Bylaw No. 4378 [ZON-1171; 11604895 BC Ltd./ G. Arsenault; 70 & 210 11 Street SE; R1/R4 to R4] – First and Second Readings |

11. **RECONSIDERATION OF BYLAWS**
 - 101 – 118 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393 [OCP4000-42; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; CC to HR] – Second Reading
 - 119 – 122 2. City of Salmon Arm Zoning Amendment Bylaw No. 4394 [ZON-1175; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; C-2 to R-5] *[See item 11.1 for Staff Report]* – Second Reading
12. **CORRESPONDENCE**
 - 123 – 124 1. Informational Correspondence
 - 125 – 128 2. L. Wong, Manager, Downtown Salmon Arm – letter dated June 15, 2020 – Alexander Street
13. **NEW BUSINESS**
14. **PRESENTATIONS / DELEGATIONS**
 - 129 – 130 1. Terry Smith, SK'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary – Update on 2020 Community Resiliency Investment (CRI)
15. **COUNCIL STATEMENTS**
16. **SALMON ARM SECONDARY YOUTH COUNCIL**
17. **NOTICE OF MOTION**
18. **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
 - 131 – 142 1. A. Morris – email and attachments dated April 20, 2020 – Nuclear Weapons Disaster *[deferred from April 27, 2020 Regular Council Meeting]* and A. Morris – email and attachments dated June 15, 2020 – Towards the Elimination of Nuclear Weapons
 - 143 – 154 2. Child Care Needs Assessment & Action Plan *[Full Report available on the City of Salmon Arm Website:*
*<https://www.salmonarm.ca/AgendaCenter/Council-Agenda-Packages-5/?#06222020-618>**]*
19. **OTHER BUSINESS**
20. **QUESTION AND ANSWER PERIOD**

7:00 p.m.

| Page # | Item # | Description |
|---------------|---------------|---|
| | 21. | DISCLOSURE OF INTEREST |
| | 22. | HEARINGS |
| 155 – 166 | 1. | Development Variance Permit Application No. VP-516 [The Canada Trust Company Inc.; CND Framing/Skjerpen, M.; 941 – 8 Avenue NE; Setbacks] |
| | 23. | STATUTORY PUBLIC HEARINGS |
| | 24. | RECONSIDERATION OF BYLAWS |
| | 25. | QUESTION AND ANSWER PERIOD |
| 167 – 168 | 26. | ADJOURNMENT |

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Item 2.

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor Flynn

Seconded: Councillor Lavery

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

Vote Record

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

Opposed:

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

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Item 6.1

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of June 8, 2020, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm commenced by electronic means as authorized by Ministerial Order M139, at 1:30 p.m. on Monday, June 8, 2020.

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 & Public Works R. Niewenhuizen
Director of Development Services K. Pearson
Acting Chief Financial Officer T. Tulak
Recorder C. Simmons

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0209-2020

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:30 p.m.
Council recessed until 2:35 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Addition under item 12.2 Shuswap Youth Soccer Association – letter dated May 21, 2020 – Request for letter of support.

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of May 25, 2020

0210-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of May 25, 2020, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of June 1, 2020

0211-2020

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of June 1, 2020, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. Board in Brief - May 2020

Received for information.

9. STAFF REPORTS

1. Acting Chief Financial Officer - Salmon Arm Folk Music Society Financial Information - For Information

0212-2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Salmon Arm Folk Music Societies Financial Information for the 2020 Festival Budget be received as information.

CARRIED UNANIMOUSLY

2. Manager of Permits & Licensing - Temporary Expanded Service Area Authorization

0213-2020

Moved: Councillor Eliason

Seconded: Councillor Wallace Richmond

THAT: structural changes to liquor licenses, be allowed without such changes coming to Council, as outlined as Option 1 of the May 22, 2020 email from the Liquor and Cannabis Regulation Branch (LCRB) attached to the staff report dated May 27, 2020.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

3. Director of Development Services – Sidewalk Café/Patio Fees – For Information

0214-2020

Moved: Councillor Lindgren

Seconded: Mayor Harrison

THAT: Council direct staff to waive the Sidewalk Café application fees and expand the patron areas into boulevards for the 2020 season, subject to application approval by City staff and adequate liability insurance;

AND THAT: Hanoi 36 be refunded the Sidewalk Café application fee for the 2020 season.

CARRIED UNANIMOUSLY

0215-2020

Moved: Councillor Flynn

Seconded Councillor Cannon

THAT: Council direct staff waive the \$150.00 land charge fee for the 2020 season;

AND THAT: Hanoi 36 be refunded the land charge fee for the 2020 season.

CARRIED UNANIMOUSLY

4. Chief Administrative Officer – Ross Street Underpass Financing & Project Update

Councillor Flynn left the meeting at 2:55 p.m.

0216-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the 2020 Budget contained in the 2020 to 2024 Financial Plan be amended to reflect additional funding for the Ross Street Underpass Construction in the amount of \$3,569,912.20 funded from the following:

| | |
|---|-----------------------|
| Grants | \$1,067,912.20 |
| Underpass Reserve Account | 525,000.00 |
| Parking – General Parking Lot Reserve Account | 1,570,000.00 |
| TCH Intersections Reserve Account | 157,000.00 |
| 20 Ave/20 St Intersection Realignment Reserve Account | 250,000.00 |
| | <u>\$3,569,912.20</u> |

AND THAT: the Corporate Strategic Plan/Debt Strategy be amended to move the Downtown Parkade Project out by 5 years (i.e. 2028 vs. 2023).

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

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works – 2020/2021 Annual Transit Operating Agreement

0217-2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Mayor and Corporate Officer be authorized to execute the 2020/2021 Annual Operating Agreement and the Transit Service Agreement between the City of Salmon Arm and BC Transit.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

6. Acting Chief Financial Officer – 2021/2022 RCMP Funding (2021 Budget)

0218-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the City of Salmon Arm approve in principle the 2021/2022 budget of \$4,192,833 under the Municipal Policing Contract which the City is responsible for 90% thereof;

AND THAT: the City of Salmon Arm advise that it has not approved or authorized any increases to member strength.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393 [OCP4000-42; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; CC to HR] – First Reading

0219-2020

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393 be read a first time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4394 [ZON-1175; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; C-2 to R-5]– First Reading

0220-2020

Moved: Councillor Eliason

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4394 be read a first time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4390 [ZON-1174; 508316 BC Ltd./Guenther, K.; 1141 18 Street NE; R-1 to R-4] – Final Reading

0221-2020

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4390 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

Councillor Cannon declared a conflict of interest as the writer of the letter is a relative and left the meeting at 4:07 p.m.

4. P. Cannon, Shuswap Children's Association – letter dated May 28, 2020 – StoryWalk

0222-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council approve the Shuswap Children's Association StoryWalk at the following locations and dates:

- Blackburn Park – July 8, 2020;
- Kin Park – July 15, 2020;
- Jackson Park – July 22, 2020;

Subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

Councillor Cannon returned to the meeting at 4:09 p.m.

Councillor Flynn left the meeting at 4:09 p.m.

2. Shuswap Youth Soccer Association – letter dated May 21, 2020 – Request for letter of support

0223-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: Council provide a letter of support to Shuswap Youth Soccer Association for a Community Gaming Grant.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

1. Jen Casorso – Urban Matters – Child Care Needs Assessment & Action Plan

Councillor Flynn returned to the meeting at 4:20 p.m.

J. Casorso, Urban Matters provided an overview of the Child Care Needs Assessment & Action Plan for Salmon Arm and was available to answer questions from Council.

0224-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council direct staff to submit the final UBCM grant report and the Child Care Community Planning Report to the UBCM and the Ministry of Child and Family Development fulfilling the grant obligations of the Child Care Space planning program.

CARRIED UNANIMOUSLY

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Rainbow Crosswalk

0225-2020

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Councilor Wallace Richmond work with the Social Services Committee to solicit input from the LGBTQ Community on rainbow crosswalks and infrastructure in Salmon Arm.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

The Meeting recessed at 4:58 p.m.

The Meeting reconvened at 7:00 p.m.

PRESENT:

Mayor A. Harrison

Councillor D. Cannon

Councillor C. Eliason

Councillor K. Flynn

Councillor T. Lavery

Councillor Lindgren

Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister

Director of Corporate Services E. Jackson

Acting Chief Financial Officer T. Tulak

Director of Engineering & Public Works R. Niewenhuizen

Director of Development Services K. Pearson

Recorder B. Puddifant

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS**1. Zoning Amendment Application No. ZON-1176 [Micku, B. & V.; 3410 Lakeshore Road NE; R1 to R-8]**

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

Submissions were called for at this time.

B. Micku, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:03 p.m.

24. RECONSIDERATION OF BYLAWS**1. City of Salmon Arm Zoning Amendment Bylaw No. 4395 [ZON-1176; Micku, B. & V.; 3410 Lakeshore Road NE; R1 to R-8] – Third and Final Readings**

0226-2020

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4395 be read a third and final time.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

2. IN-CAMERA SESSION – continued

0227-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Eliason

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 7:05 p.m.

Council returned to Regular Session at 8:09 p.m.

26. ADJOURNMENT

0228-2020

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of June 8, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:10 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of _____, 2020.

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Item 7.1

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee Meeting Minutes of June 15, 2020, be received as information.

Vote Record

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

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held by electronic means, as authorized under Ministerial Order M139, on Monday, June 15, 2020.

PRESENT:

Mayor A. Harrison
 Councillor D. Cannon
 Councillor K. Flynn
 Councillor C. Eliason (left the meeting at 8:55 a.m.)
 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
 Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. Development Variance Permit Application No. VP-516 [CDN Framing/Skjerpen, M.; 941 8 Avenue NE; Setback requirements]

Moved: Councillor Eliason
 Seconded: Councillor Cannon
 THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-516 be authorized for issuance for Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318 to vary the provisions of Zoning Bylaw No. 2303 as follows:

5. REPORTS - continued**1. Development Variance Permit Application No. VP-516 [CDN Framing/Skjerpen, M.; 941 8 Avenue NE; Setback requirements - continued**

1. Section 6.10.2. – R-1 Single Family Residential Zone – reduce the minimum setback to a rear parcel line from 6.0 m (19.7 ft) to 5.0 m (16.4 ft) to allow for the siting of a new single family dwelling.

M. Skjerpen, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Zoning Amendment Application No. ZON-1171 [604895 BC Ltd./Arsenault, G.; 70 and 210 11 Street SE; R-1 to R-4]

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by as follows:

1. Rezone that 5,140m² portion of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150 shown on Schedule A of the Staff Report dated June 10, 2020, from R-1 (Single Family Residential) to R-4 (Medium Density Residential); and
2. Rezone that part of Lot 1 shown on Plan B4487, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521 from R-1 (Single Family Residential) to R-4 (Medium Density Residential);

AND THAT: the Public Hearing Date, as yet to be determined, be held at the Salmon Arm Recreation Centre;

AND FURTHER THAT: final reading of the Bylaw be withheld subject to:

1. Approval by the Ministry of Transportation and Infrastructure;
2. Registration of Section 219 Land Title Act Covenants addressing the following:
 - i) Provincial Riparian Areas Protection Regulation, including establishment of a 30 m Streamside Protection and Enhancement Area;
 - ii) Approximately 1,733 m² of land for a City Road Reserve over the portion of Lot 1 shown on Plan B4487 consistent with the 4 Avenue SE Advanced Street Plan prepared by Lawson Engineering (Drawing 11-45 – Dated December 12, 2019) – FURTHER TO THAT, the applicant be compensated by the City in the amount of \$35,000.00 for the Road Reserve;
 - iii) No Subdivision or Development Permit approval until a Traffic Impact Analysis (TIA) is provided to the satisfaction of the City Engineer with acknowledgment that the owner/applicant is

5. REPORTS - continued

2. Zoning Amendment Application No. ZON-1171 [604895 BC Ltd./Arsenault, G.; 70 and 210 11 Street SE; R-1 to R-4] - continued

responsible for any and all off-site improvements recommended by the TIA; and

- iv) No Subdivision or Development Permit approval until a suitable area and location of land (minimum 5% of the gross area of the subject properties) are secured by the City either by dedication or Statutory Right of Way for a Greenway/Trail linkage from Trail Plan KAP53467 to 11 Street SE and a portion of a future Neighbourhood Park.

G. Arsenault, the applicant, outlined the application and was available to answer questions from the Committee.

Councillor Eliason left the meeting at 8:55 a.m.

M. Gardner, Vancouver Resource Society and G. Out, International Seniors Care Inc., provided an overview of their respective organizations and outlined the application. M. Gardner and G. Out were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

6. PRESENTATIONS

7. FOR INFORMATION

1. Agricultural Land Commission - letter dated June 3, 2020 - Application 58273 - Resolution #252/2020 - Smith, R.

Received for information.

8. IN CAMERA

9. LATE ITEMS

10. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee meeting of June 15, 2020, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:28 a.m.

Mayor Alan Harrison
Chair

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

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Item 7.2

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor

Seconded: Councillor

THAT: the Downtown Parking Commission Meeting Minutes of June 16, 2020, 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 **Downtown Parking Commission Meeting** held by electronic means on **Tuesday, June 16, 2020.**

PRESENT:

| | |
|--------------------|---|
| Chad Eliason | Councillor, City of Salmon Arm |
| Regan Ready | Member at Large |
| Bill Laird | Member at Large |
| Vic Hamilton | Member at Large |
| Cathy Ingebrigston | Member at Large |
| Jacquie Gaudreau | Downtown Salmon Arm Representative, Chair |
| June Stewart | Downtown Salmon Arm Representative |
| Linda Thompson | Downtown Salmon Arm Representative |
| Rob Niewenhuizen | Resource Personnel, Director of Engineering & Public Works |
| Jenn Wilson | Resource Personnel, City Engineer |
| Kevin Pearson | |
| Marcel Bedard | Resource Personnel, Bylaw Officer |

ABSENT:

| | |
|----------------|------------------------------------|
| Gerald Foreman | Downtown Salmon Arm Representative |
|----------------|------------------------------------|

GUEST:

The meeting was called to order at 8:00 a.m. by Chairperson Jacqui Gaudreau.

1. **INTRODUCTIONS AND WELCOME**

2. **PRESENTATIONS**

3. **APPROVAL / CHANGES / ADDITIONS TO AGENDA**

Moved: Regan Ready

Seconded: Vic Hamilton

THAT: the Downtown Parking Commission Meeting Agenda of June 16, 2020 be approved as circulated.

CARRIED UNANIMOUSLY

4. APPROVAL OF MINUTES FROM FEBRUARY 25, 2020

Moved: Chad Eliason

Seconded: Regan Ready

THAT: the Downtown Parking Commission Meeting Minutes of February 25, 2020 be adopted as circulated.

CARRIED UNANIMOUSLY

5. OLD BUSINESS ARISING FROM MINUTES

None

6. NEW BUSINESS

- a. Ticket Machine Vandalism at Hudson Street Lot, Inner Core & 2nd Avenue SE

Moved: Chad Eliason

Seconded: Regan Ready

THAT: the Downtown Parking Commission recommend to Council that provisions be made to allow parking payments to the City by credit card, phone and/or Interac payment.

CARRIED UNANIMOUSLY

- b. Parking Plan Update – Survey has been suspended due to COVID-19
The Parking Plan Survey will be distributed as soon as businesses in the downtown area have been re-opened.

- c. Ross Street Underpass/Parkade deferral (5 years)
Additional funding required for the Ross Street Underpass was discussed. Rob Niewenhuizen explained how the additional funding will be accomplished using the General Revenue funds (approx. \$1,587,000.00) from the proposed Downtown Parkade to assist in completing the Underpass project. This will leave the parking reserve fund, which is coming from the downtown parking levy at approx. \$1,719,000.00. This will result in a delay of the parkade project by five years in the City's long term financial plan.

- d. Extending Downtown parking to 2 Hour (Assist with Economic Recovery of Downtown)

Moved: Vic Hamilton

Seconded: June Stewart

THAT: the Downtown Parking Commission recommend to Council that 2 hour parking be established in the downtown area with the exception of Alexander Street NE from the TCH to Lakeshore Drive NE, which would remain at 1 hour parking.

CARRIED UNANIMOUSLY

7. OTHER BUSINESS

8. NEXT MEETING – Tuesday, July 21, 2020

The next meeting of the Downtown Parking Commission will be Tuesday, July 21, 2020.
Chairperson will be Jacqueline Gaudreau.

9. ADJOURNMENT

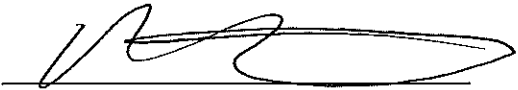
Moved: Cathy Ingebrigston

Seconded: Vic Hamilton

THAT: the Downtown Parking Commission Meeting of June 16, 2020 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:06 a.m.



Marcel Bedard
Bylaw Officer

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



File: 8620.02

TO: His Worship Mayor Harrison and Members of Council

FROM: Kevin Pearson, Director of Development Services

PREPARED BY: Maurice Roy, Manager of Permits and Licensing

DATE: February 27, 2020

SUBJECT: Downtown Parking Pay Stations – Budget Amendment and Award

RECOMMENDATION:

THAT: The 2020 Budget contained within the 2019-2023 Financial Plan Bylaw be amended to reflect the transfer of \$40,000 from the General Parking Reserve to fund:

1. the purchase of three (3) "Pay by Plate" parking pay stations,
2. the installation of the three (3) parking pay stations, and
3. the purchase of one (1) "tablet" to read the stations.

AND THAT: Council approve the award for the purchase of the three (3) new parking pay stations, as listed in item 1. above, to Mackay Meters for the quoted price of \$21,364 including taxes.

Background

Near the end of August 2019 vandalism of street parking meters commenced, continued on a large scale through the autumn and continued into 2020. By the last estimate over 100 coin operated parking meters have been damaged beyond repair. The material replacement cost of 100 meters of the same type is approximately \$38,000.

To hopefully avoid similar vandalism in the future, other options have been explored such as large central ticket dispensers to serve multiple parking spaces. One such unit is already in use and serves the south side of Hudson Avenue NE between 4th and 6th Streets. The supplier of that machine was contacted to obtain a quote for additional machines but the City has been informed that "Pay by Plate" machines with more up to date features such as credit card, smart card or cell phone compatibility are basically the same price and more readily available.

Since the City would prefer to move away from the old fashioned, coin operated, meter-per-stall format, it seems the "Multi-Space Pay by Plate" machine is a sensible option for this present purpose and also to augment a broader smart metering program.

The proposal is to obtain three (3) Multi-Space Pay by Plate machines designed for future conversions to accommodate payment by credit card, smart card and cell phone. Quotes have been obtained for the purchase of these units and are attached as Appendices A, B and C. Additional funds beyond the purchase of the pay stations will be required for installation labour costs with the works being performed by City forces. The bylaw officer will also require a tablet or similar hand held device to display the registered licence plates on street patrols.

The location of the machines would be on the south side of Hudson Avenue NE in front of the post office, on the north side of Hudson Avenue NE serving the 400 to 600 block and on the south side of Hudson Avenue NE serving the 400 to 600 block. The ticket machine currently on the south side of Hudson Avenue NE serving the 400 to 600 block will be relocated to the north side of 2nd Avenue NE in front of City Hall. Map is attached as Appendix D.

An insurance claim was initiated this year to recoup some costs. At first, the deductible fee (\$10,000) had to be applied to each "individual occurrence", and later a cluster of occurrences would have been deemed suitable to the insurer. Neither claim option was deemed to be financially prudent by staff as there were far more than four clusters of occurrences.

The capital budgets for 2020 have already been established and there are no provisions for this type of unexpected burden. As no other funding in the amount of \$40,000 is readily available (other than \$25,000 in the Smart Meter Reserve – see below), the DPC and staff recommend that funding for the purchase and installation of 3 new Multi-Space pay stations be allocated from the General Parking Reserve with an estimated balance of \$1,379,744 as of Dec 31, 2019. The General Parking Reserve is intended for the future *4th Street Parkade* as outlined in the City's Corporate Strategic Plan. The last estimate from 2011 has a \$7.5 million project cost for the Parkade with construction starting in 2022. The City's long-term debt strategy attempts to balance the parkade costs and other major projects with a zero tax increase. The use of \$40,000 from this reserve may slightly erode this long-term plan somewhat (Analysis 1 is attached).

Council approved \$25,000 in the 2020 Budget for a new Smart Parking Meter Reserve. Smart metering was discussed in a staff memo to Council dated September 17, 2018, which included options for single and multi-spaced technology. The costs to implement a Smart Metering Strategy throughout the downtown parking area would be well over \$300,000 (based on a rough cost per unit and not including maintenance and technological upgrades to the City's financial software to handle smart phone and credit/debit card payments). The DPC was recommending a \$100,000 reserve allocation in 2019 for this purpose. Due to the limited amount within staff Smart Meter Parking Reserve, staff is recommending this reserve not be used.

Conclusion

The City's Downtown Parking Commission were advised of the parking meter vandalism and at their December 17, 2019 meeting a motion was approved to support the staff recommendation with the funds to be taken from the General Parking Reserve. The most favourable of the quotes recommended by staff is attached as Appendix A.


 Kevin Pearson, MCIP, RPP
 Director of Development Services

DOWNTOWN PARKING - USER SATISFACTION SURVEY

[INSERT LOGO]

Tell us how the current downtown parking system is working for you and you will be entered for a
chance to win a [PRIZE]! Entries must be received by [MONTH] [DAY], 2020.

This survey can be completed at [www.salmonarm.ca/\[TBD\]](http://www.salmonarm.ca/[TBD]), or fill out this form and submit to City Hall:

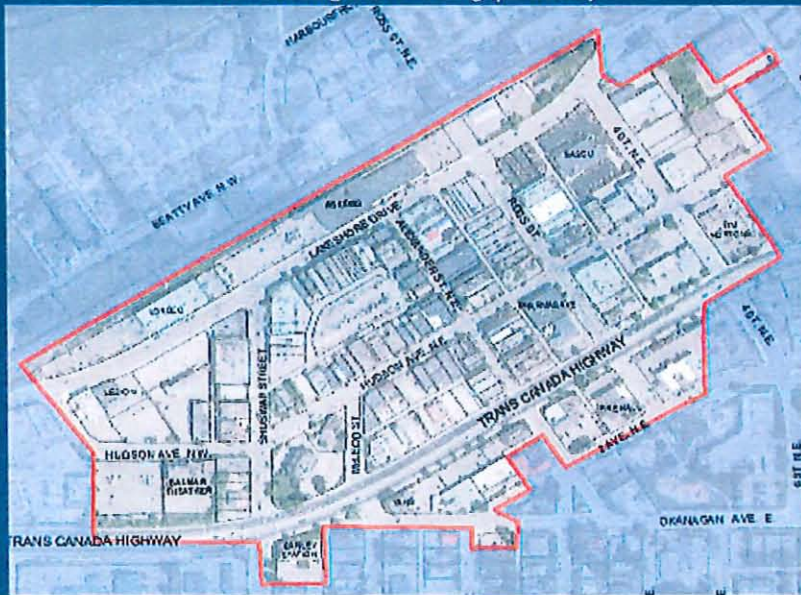
- In person to 500 - 2 Ave NE, Salmon Arm BC
- By mail (Box 40, 500 - 2 Ave NE, Salmon Arm BC, V1E 2N4)
- By email to info@salmonarm.ca

Your information will only be used to contact you if you are the draw winner. You may choose to complete the survey anonymously; however, you will not be entered in the prize draw. All personal information will be kept confidential.

Name: _____ City of Residence: _____

Phone Number: _____ E-mail (Optional): _____

Downtown Parking Area (please only consider the highlighted area when considering the following questions)



In relation to the Downtown Parking Area, I am a(n): (Select all that apply)

- ☐ Employee
 ☐ Resident
☐ Business Owner
 ☐ Visitor

My main mode of transportation to Downtown Salmon Arm is:

- ☐ Vehicle
 ☐ Walking
☐ Transit
 ☐ Other: _____
☐ Bicycle

I typically visit Downtown during the following times (Select all that apply):

- ☐ Business hours (Mon-Fri 8am - 5pm)
☐ Weekday Evenings
☐ Weekend

How often do you visit the Downtown for the following?:

| | 3+ days per week | 1-2 days per week | a few times a month | Rarely/Never |
|--------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Restaurants/Café's | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Shopping/Retail | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Beauty Services | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Health Services | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Banking | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Recreation/Events | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Visiting Residents | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Work | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

When visiting the Downtown as a "Customer" how long do you typically park during business hours (Mon-Fri 8AM-5PM)

- ☐ Less than 30 min
 ☐ 30 min - 1 hour
 ☐ 1-2 hours
 ☐ Over 2 hours

What type of parking do you typically use when visiting Downtown Salmon Arm?

- ☐ On-Street Parking
 ☐ Public Parking Lot
 ☐ Private Parking Lot
 ☐ Permit Parking
 ☐ Don't Know

Please continue the survey on the reverse side.

In general I have been able to find parking that suits my needs when visiting Downtown Salmon Arm:

☐ Always ☐ Often ☐ Sometimes ☐ Rarely ☐ Never

The maximum time that I would walk from my parking spot to my destination would be:

☐ Less than 1 minute ☐ 1-3 minutes ☐ 4-5 minutes ☐ More than 5 minutes

If parking fees are implemented I would find it acceptable to pay up to:

☐ \$0/hr ☐ \$0.25/hr ☐ \$0.50/hr ☐ \$0.75/hr ☐ greater than \$0.75/hr

Please indicate your level of agreement with the following statements about parking in Downtown Salmon Arm

| | Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| The directional signage to public parking facilities (off-street parking) is clear and easy to follow. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| There is sufficient parking in Downtown Salmon Arm. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| I generally find parking within acceptable proximity to my destination. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| The parking time limits are visible, clear and easy to understand | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking time limit options are flexible enough to meet my various needs. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking time limits are long enough to meet my various needs. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking time limits should be consistent for all on-street parking. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Smart Parking Meters (pay by license plate, pay by phone) would be beneficial. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking Enforcement should be enhanced. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking Fees should be implemented for on-street parking. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking Fees should be implemented for off-street public parking lots. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Downtown has sufficient accessible parking locations | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Downtown has sufficient bicycle parking facilities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Where parking fees are implemented, they should be stepped (eg. first hour free, \$0.50 for second hour, \$1 for third hour). | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Additional Comments:

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Thank you for taking the time to complete this survey.

Your feedback will help us assess parking needs for Downtown Salmon Arm and will be factored into recommendations for improvement in the 2020 Downtown Parking Plan.



City of Salmon Arm

Development Services Department Memorandum

TO: Downtown Parking Commission

FROM: Director of Development Services

DATE: September 17, 2018

SUBJECT: Parking Enforcement Technologies

Background

The City's Bylaw Enforcement staff was asked to report to the DPC on emerging parking meter technologies such as smart parking meters, both single space and multiple space. Modern parking meters and devices used in various municipalities were researched (Vernon, Nelson and Lethbridge).

The modern equipment offers convenience to the public with the ability to pay by credit / debit cards and Smartphone apps, which can allow a customer to top up payments remotely.

The modern equipment can streamline the monitoring, administration and enforcement of parking control with web-based / remote tracking control both in the field and from City Hall.

The modern equipment is expensive relative to the meters and various machines now operating in the downtown of Salmon Arm.

Multi-Space Metering

Staff received a quote from one of its suppliers for a new, multi-space ticket dispenser similar to the machines located in the Hudson Lot, Inner Core Lot and Hudson Ave. NE. The modern machines (example below) are equipped for solar power, credit card payments, the options of Pay and Display or "Pay by Plate" and, for an extra cost, "expandable for Apple, Android and Debit payments". Model "MacKay Tango" specifications are attached. The base model is priced at \$7,900 + tax. Shipping, installation, warranty, central software and peripheral equipment, tech. support and training costs are not included vary.



Parking Meter Technologies

Single Space Metering

Smart, single-space parking meters with similar technology (example attached) could cost in excess of \$2,500 / meter, including capital, operating and maintenance over a 10 year time frame. Equipment costs alone amount to approximately \$1,000 / meter. There are approximately 50 traditional coin operated parking meters installed throughout downtown Salmon Arm, and just over 900 parking spaces.



Considerations for a New System

1. There would need to be "buy in" by the City's senior management and direction by Council to set up short, medium and long term funding for a new system. Council may consider a recommendation by the DPC for a new system; however, a more detailed study and cost / benefit analysis (conducted by an expert consultant) could be required before any decision is pondered.
2. Although the City could consider a relatively small pilot project to start out, Salmon Arm's meter rates and fines are very low relative to other communities – rates and fines would need to increase substantially to justify an expenditure on more technologically advanced equipment.
3. The City's Bylaw Enforcement staff would be tasked to champion, implement and manage a new system, and to coordinate the system with other City departments. The present ability and capacity of Bylaw Enforcement staff is limited in this regard. With help from IT staff, various other departments in City Hall would need to adjust and tie into the new technology, such as the Finance Dept. with its Vadim system.
4. Even with new technology, new systems can operate at loss. The City of Nelson, for example, employs 5 parking enforcement officers for its population 10,500, and they monitor approximately 750 parking spaces mostly equipped with modern metres. Nelson committed to a \$1 million parking meter replacement program from 2017 - 2019. While that community takes in nearly \$480,000 annually in meter and fine revenues (more than 10 times relative to Salmon Arm), it loses more than that because of its "First Hour Free" policy. The parking rates of \$1.25 / hour, \$5 / day, \$75 / month they charge is not enough to cover their meter or operating costs.

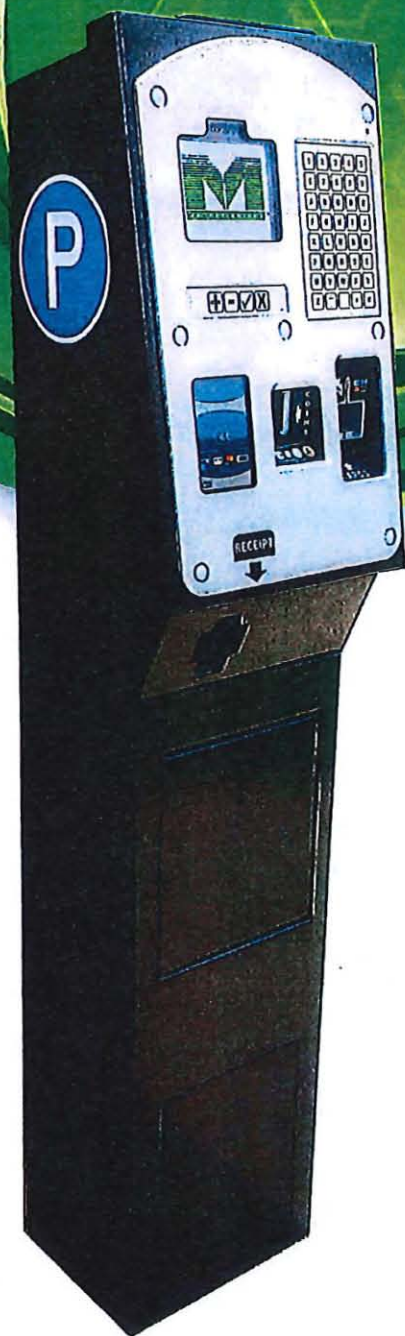
Sincerely,


 Kevin Pearson, MCIP, RPP
 Director of Development Services

cc

R. Nieuwenhuizen, Director of Engineering and Public Works
 Maurice Roy, Manger of Permits and Licencing
 Marcel Bedard, Bylaw Enforcement Officer
 Mayor and Council

Mackay TANGO™



Mackay TANGO™



Key features:

- High strength stainless steel keeps it secure and rust free.
- Flexible, modular design that is easy to upgrade, service and maintain.
- Powerful off-site monitoring capabilities by adding a communications kit and Sentinel™ Meter Management System. Monitor your equipment remotely, generate reports, and receive alerts, no matter where you are.
- Comprehensive and easy-to-use configuration menus.
- ADA Compliant.
- Features a large Liquid Crystal Display with back light, capable of displaying graphics.
- English? Español? Français? The multi-language capability allows users to select the language of their choice to carry out transactions.
- Optional credit card payment. Offer end users security, convenience, and reject fraudulent payment. Use MacKay's On-line Real-time Credit Card Approval feature utilizing secure PCI compliant electronic payment processes.
- MacKay Meters backs its product lines with a solid warranty based on the confidence in the quality of its products.

<over for specifications>

www.mackaymeters.com





Side View

SPECIFICATIONS

GENERAL SPECIFICATIONS

Environmental

- Extended operating temperature range¹: -20°C (-4°F) to +50°C (+122°F)
- Humidity: Up to 95% RH (non condensing)

Cabinet Materials, Dimensions & Weight

- Welded reinforced Grade 304-2B stainless steel (9 gauge carbon steel equivalence)² for cabinet and doors
- Aluminum front with Lexan® display covers for the LCD screens, rate/instruction plate, LED panel and site branding display
- Overall dimensions: 1359 mm (53.5 inches) (H) x 315 mm (12.4 inches) (W) x 349mm (13.75 inches) (D)

Power Supply Configurations/Options

- Solar powered with commercially available battery

Communication Options

- Cellular wireless technology supporting GPRS or CDMA modem³

Payment Systems

- Coins
- Tokens (optional)
- Credit cards utilizing secure, on-line real-time PCI compliant processes (optional)
- Mackay Smart (Chip) Cards (optional)
- Cell phone payment (optional)

Ticket Printing

- Thermal printer offers alphanumeric printing in various fonts and languages

COMPONENTS

Display

- High contrast, color, sunlight readable, 320 x 240 pixels graphics LCD
- Viewing area 114mm (4.5 inches) x 89mm (3.5 inches)

Coin Acceptor

- Programmable: Accepts up to 16 coins or tokens
- 3-coil design provides accurate coin reads and long life.
- Straight drop coin chute allows for superior detection and removal of foreign objects.
- High security, stainless steel coin box that holds 4.2 L or approximately 2400 US quarters.

Card Reader (Optional)

- Single slot, dual mode card reader captures magnetic stripe (ISO 7810/11) credit card data, and provides an ISO 7816 interface for smart card acceptance
- EMV upgradeable

Keypads & Buttons

- Alphanumeric keypad
- Vandal resistant and rated for resistance to impact, shock and vibration to MIL standards
- Sealed against ingress of water and dust to IP67, and designed for exposed outdoor and extreme environmental conditions
- LED accept and cancel buttons that light up.

Printer

- Heavy-duty printer head with minimal moving parts ensuring quality, reliability and endurance
- Print life of over 20 million character lines
- Designed for high-resolution printing
- Gullotine type cutter with full or partial paper cutting options (software selectable)
- Accessible for ease of maintenance

FEATURES

Security

- High security locks for cash box, cash vault, and main door
- System monitored access sensors on main and vault doors and sensor detecting presence of cash box

Audit and Statistic

- Remote monitoring of grand totals and subtotals for coins and card transactions per type
- Full or quick audit tickets are software selectable

Maintenance

- User-friendly graphic interface tools for diagnostics, configuration and editing
- Easy access modular design

Web-Based Hosted Sentinel™ Meter Management System

- Remotely monitor and generate audit, transaction and occupancy reports for all on-street equipment using a web browser and secure web portal
- Generates a variety of reports including grand totals and subtotals for coins, bills and card transactions per type, which can be exported as PDF or CSV files, or imported into other applications

Warranty

J.J. MacKay Canada Limited, the manufacturer, guarantees for a period of one year from the date of shipment against defects in workmanship and/or materials.

As our policy is one of continuous product improvement and development, we reserve the right to alter product specification and design.

Photos are representative; product appearance may differ.



95LT0000700TANGO-v3-6/16

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Head Office:

J.J. MacKay Canada Limited
1342 Abercrombie Road, PO Box 338,
New Glasgow, Nova Scotia, Canada B2H 6E3
Head Office customer support and technical support:
Toll free in North America: 1-888-4MACKAY (462-2529)
Fax (902) 762-4889
Email customer.service@mackaymeters.com
Web www.mackaymeters.com

Phone (902) 762-5124
Fax (902) 762-5955

Sales Office:



Item 9.1

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor

Seconded: Councillor

THAT: Council authorize submission of a grant application under the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP), to help establish the City's Asset Management Program project estimated cost \$50,000.00 plus taxes.

Vote Record

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

Opposed:

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



File: 2020-99

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: June 12, 2020

SUBJECT: **MUNICIPAL ASSET MANAGEMENT PROGRAM GRANT
ESTABLISHING SALMON ARM'S ASSET MANAGEMENT PROGRAM**

STAFF RECOMMENDATION

THAT: Council authorize submission of a grant application under the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP), to help establishing the City's Asset Management Program project estimated cost \$ 50,000 plus taxes.

BACKGROUND

FCM is offering grants to help municipalities strengthen their asset management practices in order to maximize the use of every infrastructure dollar.

The MAMP grant can fund up to 80% of eligible project costs for municipalities our size (up to a maximum total project amount of \$50,000) for a broad range of projects related to building asset management practices. There is currently no deadline of the 2020 application intake. All applications for funding require a resolution of Council supporting the application.

The City has been building our asset management practices in an informal manner over the last few years and has successfully completed two draft Asset Management Plans (sewer, water), trained several employees on asset management practices and has begun mapping out an overall strategy. However, due to workload, staff have not been able to dedicate the focused time required to formalize the processes.

The Asset Management Team has mapped the City's progress using the FCM Asset Management Readiness Scale assessment tool and reviewed the next steps required to advance the City's Asset Management Practices. The next crucial steps are to enact an Asset Management Policy, Strategy and 5-year Road Map document to give a framework and clear direction to the program.

The City has been working with IC Infrastructure out of Kelowna to put together a work plan for the grant application. IC infrastructure specializes in Asset Management and is a trusted partner of FCM, from training to being lead author on their Asset Management publications.

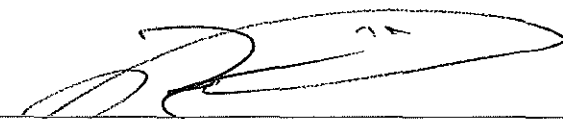
IC Infrastructure has put together a work program to maximize the City's AM progress within the limits of the grant which includes:

- Awareness Building and Training
 - o Training: (1-day for AM Staff, ½ day for Management and Council);
 - o AM Assessment (1/2 day Current State and ½ day Future State);
- Develop AM Policy, Strategy, Roadmap
 - o Develop and sign-off of AM Policy
 - o Develop and sign-off of AM Strategy
 - o Develop and sign-off of AM Roadmap
- Data and System Investigation
 - o Current State Assessment
 - o Industry Scan
 - o Outline of requirements spec (for purpose of RFP)

The City's funding share for this project would come from a combination of the water, sewer and transportation Asset Management fund (\$10,000, \$10,000 and \$15,000 respectively).

Staff request that Council authorize submission of a grant application under the FCM MAMP for the Establishing Salmon Arm's Asset Management Program project, estimated cost \$ 50,000 plus taxes.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

cc Tracy Tulak, CFO

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Item 10.1

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4378 be read a first and second time;

AND THAT: the Public Hearing, be held at the Salmon Arm Recreation Centre on July 13, 2020;

AND THAT FURTHER THAT: Final Reading of the Bylaw be withheld subject to:

- 1) Approval by the Ministry of Transportation and Infrastructure;
- 2) Registration of Section 219 Land Title Act Covenants addressing the following:
 - i. Provincial Riparian Areas Protection Regulations, including the protection of a 30 m Streamside Protection and Enhancement Area;
 - ii. Approximately 1,733 m² of land for a City Road Reserve over the portion of Lot 1 shown on Plan B4487 consistent with the of 4 Avenue SE Advanced Street Plan prepared by Lawson Engineering (Drawing 11-45 - Dated December 12, 2019) - FURTHER TO THAT, the applicant be compensated by the City in the amount of \$35,000 for the Road Reserve;
 - iii. No Subdivision or Development Permit approval until a Traffic Impact Analysis (TIA) is provided to the satisfaction of the City Engineer with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA; and
 - iv. No Subdivision or Development Permit approval until a suitable area and location of land (minimum 5% of the gross area of the subject properties) are secured by the City either by dedication or Statutory Right of Way for a Greenway/Trail linkage from Trail Plan KAP53467 to 11 Street SE and a portion of a future Neighbourhood Park.

[ZON-1171; 11604895 BC Ltd./ G. Arsenault; 70 & 210 11 Street SE; R1/R4 to R4]]

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: June 10, 2020

Subject: Zoning Bylaw Amendment Application No. 1171

Legal: Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 54150 and That Part of Lot 1 shown on Plan B4487, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521

Civic: 70 and 210 11 Street SE

Owner: 604895 BC Ltd. Applicant: Gary Arsenault

MOTION FOR CONSIDERATION

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

- 1) Rezone that 5,140 m² portion of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150 shown on Schedule A from R-1 (Single Family Residential) to R4 (Medium Density Residential);
- 2) Rezone that part of Lot 1 shown on Plan B4487, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521 from R-1 (Single Family Residential) to R4 (Medium Density Residential);

AND THAT: The Public Hearing, date yet to be determined, be held at the Salmon Arm Recreation Centre;

AND THAT FURTHER THAT: Final Reading of the Bylaw be withheld subject to:

- 1) Approval by the Ministry of Transportation and Infrastructure;
- 2) Registration of Section 219 Land Title Act Covenants addressing the following:
 - I Provincial Riparian Areas Protection Regulation, including establishment of a 30 m Streamside Protection and Enhancement Area;
 - II Approximately 1,733 m² of land for a City Road Reserve over the portion of Lot 1 shown on Plan B4487 consistent with the of 4 Avenue SE Advanced Street Plan prepared by Lawson Engineering (Drawing 11-45 - Dated December 12, 2019) - FURTHER TO THAT, the applicant be compensated by the City in the amount of \$35,000 for the Road Reserve;
 - III No Subdivision or Development Permit approval until a Traffic Impact Analysis (TIA) is provided to the satisfaction of the City Engineer with acknowledgement that the owner/applicant is responsible for any and all off-site improvements recommended by the TIA; and
 - IV No Subdivision or Development Permit approval until a suitable area and location of land (minimum 5% of the gross area of the subject properties) are secured by the City either by dedication or Statutory Right of Way for a Greenway/Trail linkage from Trail Plan KAP53467 to 11 Street SE and a portion of a future Neighbourhood Park.

STAFF RECOMMENDATION

That the Motion for Consideration be approved.

BACKGROUND

The subject parcels are located at 70 - 11 Street SE (Parcel A) and 210 - 11 Street SE (Parcel B) just south of Okanagan Avenue - Appendix 1 and 2. The parcels have a combined total area of 3.9 hectares and are designated "High Density Residential" Future Land Use Category in the City of Salmon Arm Official Community Plan Bylaw No. 4000 (OCP) - Appendix 3. Parcel A is currently split-zoned R-1 and R-4, while Parcel B is entirely zoned R-1 at the present time - Appendix 4.

The application under review is to rezone both parcels to R-4 to facilitate a multi-family residential development of various building forms and likely some kind of phased, strata subdivision involved. A conceptual development plan received May 27, 2020 is attached as Appendix 5. R-4 Zoning regulations are attached as Appendix 6 and site photos are attached as Appendix 7.

The concept plan demonstrates potential for approximately 120 multiple family residential units. According to the applicant, no building height would exceed three stories. The density proposed is approximately 30 units per hectare, which is less than the R-4 density ceiling of 40 units per hectare. No density bonus is required for a development plan < 157. As discussed further on, the OCP Land Use designation of the lands supports High Density Residential (R-5) zoning.

A number of units may meet the new *assisted living housing* definition of the Zoning Bylaw, which is a recently added use to the R-4 zone. This use may include daily meal preparation with a common commercial kitchen and central dining area along with cleaning or laundry services. Health services may also be provided including home support, rehabilitative services and transportation services. Those activities along with onsite recreation facilities would be deemed as *accessory uses* to the development.

Consolidation of the subject parcels is required to support the proposed density of residential units. If rezoned, subdivision and development would be subject to the Subdivision and Development Servicing Bylaw No. 4163, while stratification (a form of subdivision) would be subject to the Strata Property Act / Regulations and most likely require security bonding for common amenities/facilities. The financial bonding required needs to be determined by an independent and registered Quantity Surveyor, with basically the funds held by the City until the facilities are completed. For clarification, common amenities in a strata development are not normally intended as public amenities for the use by citizens outside the strata. Furthermore, these matters of subdivision/stratification are not conditions for rezoning.

Several applications and initiatives have been made involving the subject parcels over the past 20 years. In 2003, a similar application to rezone the properties to R-4 was defeated at Third Reading after the Public Hearing. An important document from that application is the 2003 Traffic Report / Traffic Impact Analysis (TIA) that was provided by the same owner as today; the development plan back then contemplated a 44 unit, medium density residential development - the former TIA is attached as Appendix 8.

In 2009 the City commissioned a report by a Qualified Environmental Professional (QEP) who determined that the unnamed watercourse (the "Creek") is subject to the Provincial Riparian Areas Regulation and therefore also subject to the City's Environmental Policies of the OCP. That report - attached as Appendix 9 - was not filed with the Province because there was no development plan to trigger that. Nevertheless, the QEP's assessment that the Creek is subject to Provincial riparian regulations is still valid.

In 2018 a subdivision application was made by Franklin Engineering Ltd. on behalf of the owner to create 28 bareland strata lots (i.e. single family lots within a strata with R-1 zoning) involving both properties. That application expired. That applicant was unable to provide the necessary documentation required by the Approving Officer to address the local traffic concerns or the Provincial requirements for a Creek alteration plan (i.e. essentially altering the Creek to a piped system). While one branch of the Ministry of Environment (Forest, Lands and Natural Resource Operations) initially approved in principle the Creek alteration plan, that approval was later rescinded in March 2017 when it was learned that the Creek is subject to its own riparian regulation. The last letters on this matter from FLNRO staff are attached as Appendix 10.

City staff do not object to a Creek alteration plan if it is approved by the Province. The potential benefits to storm water management, the natural barrier the Creek presents to a higher density development, the need for a new street (4 Avenue to 3 Avenue connector) and a pedestrian plan involving the Parcel B are the basic reasons for this support. Staff are also certainly cognizant that many in the local community support the Creek and the subject properties remaining in their present natural state. This has been a historical conundrum for new development on these lands and others throughout the City.

SITE / CONTEXT

Development is also challenged by a number of physical factors along with some of the aforementioned planning, policy and regulatory considerations. More than 50% of the properties combined gross area (3.9 hectares) can be discounted due to the Creek in its present alignment and challenging terrain. This would leave a net developable area of approximately 2.0 hectares or less. The map attached as Appendix 11 is intended to show the major limitations to development caused by:

| | |
|--|------------------------|
| - The Creek (10 m wide SPEA assumed)* | 6,000 m ² |
| - Steep Slopes | 7,500 m ² |
| - Road Reserve and Setbacks | 2,700 m ² |
| - Public Greenspace Preservation and Trail** | 3,000 m ² + |

* The riparian assessment, "streamside protection and enhancement area" (or "SPEA") is actually measured as a 30 m horizontal width off each bank or "High Water Mark" of the Creek as a starting point under the old RAR and new RAPR. The 10 m SPEA assumption in the analysis above (and on the attached map) considers that a QEP may reduce that width to 10 m which is quite a common reduction for a creek of this magnitude. Turner Creek has a SPEA of 7.5 m. As discussed more on the next page, the applicant has agreed to Covenant the land with a 30 m SPEA off each side of the Creek as a condition for rezoning.

** The applicant is further willing to allocate > 8% of the gross land area to greenspace preservation and a public trail connection with a restrictive Covenant, which is 3% over and above the statutory requirement for parkland dedication at the time of subdivision.

The Creek stems from both open channelled and underground water sources comprising a broader micro watershed to the southeast. The system has served as an important pre and post development upland drainage corridor. Mature trees encompass much of the eastern sloped portions of both lots.

From a development perspective, the surrounding properties are designated "High Density Residential" in the OCP, yet the built landscape is comprised mainly of long established, R-1 zoned parcels containing single family dwellings. There are some medium density (R-4) and residential suite (R-8) zoned properties in the area and a notable absence of High Density (R-5) zoned land. Land uses and zoning adjacent to the subject property include the following:

- North: Okanagan Avenue / Single-Family (R-1) parcels
- South: Single-Family Residential (R-1) parcels
- East: Dedicated pedestrian trail - 3.0 m wide (Plan KAP 53467) and Bayview townhouse development (R-4)
- West: 11 Street SE / Single-Family Residential (R-1) parcels

OCP POLICIES

Land Use

The subject parcels are located within the heart of the Urban Containment Boundary and Residential Development Area A; considered to be a top priority for urban residential development and City investment in infrastructure.

With the subject parcels are designated "High Density Residential" in the OCP, the proposed R-4 density of 30 units per hectare is significantly lower than the 100 units per hectare supported by the OCP if zoned R-5. That being said, R-4 zoning may be a 'better fit' for development over the short term given the predominant single family context of the local neighbourhood.

Residential - Development Permit Area

Pursuant to Section 8.4 of the OCP, actual development of the land will require Council's review of a "Form and Character" Development Permit application. Such applications address site planning, landscape planting, tree / vegetation retention and building design. The "Residential Development Permit Area Guidelines" of the OCP are applicable for a multiple family development proposal on the subject properties.

As mentioned, the attached development plan is not under review for Council's approval. It has been provided by the applicant as a baseline concept to demonstrate how the land could potentially be developed. The applicant has been encouraged to hire an architect familiar with the applicable guidelines to prepare the Development Permit drawings. Public notification and a Hearing are part of the Development Permit application process.

Environmentally Sensitive Riparian Areas - Development Permit Area

To address the Creek in the context of the RAPR, Section 5.4 of the OCP identifies the subject parcels as designated "Environmentally Sensitive Riparian Areas (ESRA) Development Permit Area". No development, including the removal or alternation of soil or trees/vegetation, can occur until either an ESRA Development Permit is approved by Council, or alternatively a Development Permit Waiver is approved by the undersigned (i.e. without review by City Council). The conditions for approval of an ESRA Development Permit Waiver are usually satisfied with either of the following options:

- 1) The owner registers a Section 219 Land Title Act Covenant stipulating a 30 m wide streamside protection and enhancement area (SPEA) on either side of the watercourse, thereby in effect meeting the Provincial Riparian Areas Protection Regulation; or
- 2) A Qualified Environmental Professional (QEP) determines a lesser SPEA in an RAPR Assessment Report, approved by the Ministry of Environment and Climate Change Strategy, with that lesser stipulated on a Covenant.

As a condition for adoption of the rezoning Bylaw (Item: 2) I in the Motion for Consideration), the applicant has agreed to address RAPR and City policy with Option 1) above. As the applicant is ultimately proposing a complex creek diversion for development, the following is therefore required, not as a condition for rezoning but prior to development:

- 1) Approval by Ministry of Forests, Lands, Natural Resource Operations and Rural Development in accordance with 39 (1) of the Water Sustainability Act will be required including a submission of recorded ecosystem data, and possibly a hydrological study involving the broader watershed;
- 2) Approval or concurrence of some kind by Ministry of Environment and Climate Change Strategy approval as the watercourse is subject to the RAPR;
- 3) Engineering Department approval of the related storm water management plan; and
- 4) Approval City Council of an ESRA Development Permit.

A work plan prepared by a QEP (Arsenault Environmental Consulting Ltd.) dated January 21, 2020 is attached as Appendix 12. Justification of the Creek's re-alignment will require FLNRO's "Water Management Decision" approval, the conclusion of which is to determine if the project would result in harm to, net loss or gain in environmental value. Should rezoning be approved, the applicant is prepared to address the above in an ESRA Development Permit application to City Council which would involve a Hearing and public notification.

Potentially Hazardous Areas - Development Permit Area

To address the steep terrain on the subject parcels (i.e. slopes > 30%), Section 6.4 of the OCP identifies the subject parcels as designated "Potential Hazardous Areas (PHA) Development Permit Area". No development, including the removal or alternation of soil or vegetation, can occur until either a PHA Development Permit is approved by Council, or alternatively a Development Permit Waiver is approved by the undersigned.

The conditions for a PHA Development Permit Waiver approval are typically met with a geotechnical report prepared by a registered professional and the report ascertaining the safe intended use of the development site. For the subject properties, a "Category C" Landslide Assessment report will be required to address, among other things, safe build zones, where trees and vegetation should be retained, and any measures required to prevent land slippage. In addition, the Waiver approval requires the registration of a Section 219 Land Title Act Covenant saving the City Harmless from any related claims and liability.

City staff is comfortable with a Development Permit Waiver application to address the steep slopes without the need for a PHA Development Permit application to City Council. However, if the applicant chooses, and/or Council requests, the geotechnical report could be presented to Council and the public concurrently with the Development Permit applications for Residential Form and Character and ESRA.

Tree / vegetation removal cannot occur on the subject properties unless either exempted by the Tree Removal Bylaw, or if a Servicing Agreement between the City and developer is signed and executed. The Servicing Agreement will not be drafted by staff until such time as a geotechnical report is complete and the various Development Permits and Waivers are approved. For the exemption, the Bylaw permits a limited amount (5%) of trees to be cleared annually, not including trees or vegetation within the SPEA or on steep slopes. Trees < 31.5 cm in circumference are also exempt.

Parks and Greenways

Map 11.1 of the OCP identifies a future Neighbourhood Park generally somewhere on Parcel B and on adjacent lands to the south. This along with a Proposed Greenway identified on Map 11.2 of the OCP are shown clearer on the map attached as Appendix 11. Actual parkland and trail dedication, up a maximum of 5% of a lot area, may only occur at the subdivision stage pursuant to the Local Government Act.

However, because the OCP's Neighbourhood Park designation affects other lands to the south, the 5% allocation could and should be split over three lots. At this rezoning stage, the applicant is agreeable to the idea of dedicating > 5% of the subject parcels to greenspace and a trail connection at the subdivision or development stages.

The general idea for greenspace preservation at this stage includes a 10 m wide swath of land dedicated (or secured by a Statutory Right of Way in favour of the City) off the existing trail (Plan KAP53467) that traverses off the eastern boundary of the subject parcels, and same for a public trail connection from the existing trail to 11 Street, which would include a segment of a future sidewalk along the proposed 4 Avenue to 3 Avenue Road Reserve. For all intents and purposes, a 10 m wide greenspace buffer adjacent to the existing dedicate trail would preserve the trees and vegetation along that embankment, which likely has limited development potential anyways.

The above is only in a conceptual stage of planning at this point, yet the applicant has committed in principle to address this matter with a covenant (item: 2) IV in the Motion for Consideration). With a Form and Character Development Permit application and the drawings that would go with that, the details of parkland dedication, greenspace preservation and trail alignments can addressed more precisely.

TRAFFIC AND STREET PLANS

Traffic Impact Analysis

The 2003 Hamilton Associates Traffic Impact Analysis (TIA) is attached as Appendix 8. As mentioned, that report was intended for a 44 unit, R-4 zoned development. The main finding of that report is that the intersection at 11 Street SE and Okanagan Avenue was unsafe in regards to site lines, grades, traffic stacking and movements off and on to the avenue.

Since then, the population of Salmon Arm has grown by approximately 5,000 along with a corresponding traffic increase. During that time span of 17 years, there were several requests by the owner to have the City budget for improvements to the intersection which would involve a detailed design, extensive grading to physically lowering the road and utilities, and most likely property acquisition.

The applicant did commission a minor traffic report for this application which provides an updated traffic count (attached as Appendix 8a); however this is considered by staff to be insufficient information. An updated, full scale TIA with more considerations is deemed to be necessary. For example, through the City's Terms of Reference for a TIA, the report should provide specific recommendations for local street and traffic safety improvements needed as a direct result of the proposed development of > 100 units.

The Covenant agreed to by the applicant (Item 2) III in the Motion for Consideration) will ensure that: a) an updated traffic study is necessary for the City's review at the Form and Character Development Permit application stage; and b) the owner/developer is responsible for all associated off-site traffic improvement costs, unless the City wishes to partner or budget for some of the improvements needed. Located in Residential Development Area A, the local street network could be regarded as a priority for Council for capital works and improvements. Staff envision upgrades to 3 Avenue SE and/or 2 Avenue SE leading to 10 Street SE will be necessary to support the proposed density and traffic generation, and doing so would align with what staff is recommending for a new 4 Avenue SE connector. Furthermore, the applicant has agreed to provide an additional width of asphalt for on-street parking along a new 11 Street frontage of the subject properties.

4 Avenue SE Connector

An Advanced Street Plan is a technical document used by City staff to determine new road alignments for undeveloped neighbourhoods and future developments. They are planned with best engineering practices in mind, public safety and operational/maintenance considerations. These plans help ensure access to lands beyond, connectivity and they influence road reserve funding. Without them, new neighbourhoods could not be developed in an orderly manner. Benefitting the broader neighbourhood, they are often contentious as typically no landowner wants an ASP demarcated over his/her property let alone being responsible for building a portion of the road network. Along with that and higher density development, there can be neighbourhood resistance to new road extensions that will generate higher traffic volumes.

For more than 10 years the City has been contributing to a "4 Avenue SE Reserve Fund" to assist with the planning, design, potentially land acquisition and partial construction of a new 4 Avenue SE connection in the vicinity of the subject properties. The intention is for 4 Avenue SE to be upgraded to the Local Urban Street Standard and connect to the constructed segment intersecting with 17 Street SE, and then westward to 10 Street SE making a less interrupted linkage to the central core of the City. Bypassing the Okanagan Avenue / 11 Street SE intersection is also a major objective. The current alignment of 4 Avenue SE is over 100 years old and feeds to Okanagan Avenue via 11 Street SE. With numerous right-angled jogs, no paving or drainage controls, the road is substandard and lacks a fluid design. The present alignment also acts as a notable pedestrian/cycling route that ends up trespassing over several properties.

City staff have commissioned two design options in recent years, both attached in Appendix 13.

Option 1 - design was completed in 2017. Its alignment more or less resembles the present alignment of 4 Avenue SE from where it physically terminates on private property and intersects with 11 Street SE. From there it would continue westward down a dedicated road corridor with a relatively steep embankment connecting to 10 Street SE. Staff have concerns with the finished grades nearing 12% on this design and retaining wall construction required, particularly through the embankment just west of the 11 Street SE. With this alignment there is slightly more properties with established homes to negotiate with, which is not factored into the cost estimate. The benefit of this route is a truer east – west continuation of 4 Avenue with a more direct line to 5 Street SE.

Estimated Cost - less land acquisition = approximately \$1.2 million

Option 2 - design was completed in 2019. This option is recommended by City staff. It is a slightly longer alignment with more curves and therefore a costlier design but with fewer grade issues and less developed properties to negotiate with. This route would connect to 3 Avenue SE at the 11 Street SE intersection and then continue to 10 Street SE. Parcel B would be the starting and end point of the new connector that would continue along 3 Avenue SE, which is presently constructed at a gravel standard. The downside of this option is that it would reconnect to Okanagan Avenue at 10 Street SE versus Option 1 with the straighter route to the lower core area at 5 Street SE.

Estimated Cost - less land acquisition = approximately \$1.4 million

Either option would have positive and negative implications on the future development potential of the large pieces of underdeveloped property in the vicinity. The merits of each can be debated, opposed and/or supported. This report does not delve into that. Option 2 is recommended by City staff because it is a more realistic option for connectivity in the near term, less grade issues and operationally more cost efficient. It would cross over four properties, including the southern boundary (1,733 m²) of Parcel B. If fully constructed, it would serve as a suitable, alternative route and linkage for vehicles, pedestrian, cyclists, etc. from 'downtown to mid-town'.

The 2019 concept for Option 2 was forwarded to the applicant in December 2019. At that time the applicant was advised that Staff would be recommending the registration of a road reserve covenant as a condition of rezoning to protect a future alignment of 4 Avenue SE. The 2019 design was also forwarded to land agents and owners of adjacent lots to the south that are directly affected by the road design.

With or without this rezoning application several scenarios could unfold:

Scenario 1 - If there is Council support for rezoning and Option 2, Item 2) II in the Motion for Consideration speaks to the registration of a Road Reserve Covenant in exchange for a payment of up to **\$35,000** for the land. This dollar amount represents the approximate 2020 assessed value of the subject property Parcel B on a per m² basis for the 1,733 m² of land required for road. As discussed, the applicant is agreeable to providing the City with such Road Reserve Covenant.

Scenario 2 - No rezoning. If the subject properties were only under an application to subdivide, in particular Parcel B, the Approving Officer would require, as a condition for subdivision approval, the dedication and construction to the Local Urban Street Standard the approximate 1,733 m² portion shown traversing the southern boundary of Parcel B. Pursuant to the Land Title Act, there would be no compensation payable to the owner/applicant needed for this procedure at subdivision. This scenario also assumes that Council endorses the alignment for Option2.

Scenario 3 - Council rejects Option 2. The proposed Road Reserve tied to this rezoning application would not be needed. That would leave Option 1 as the only future route planned for a 4 Avenue connector.

Because the City is dealing with a rezoning application, and the applicant is agreeable, staff believe it is worth the funds to secure a Road Reserve for the Option 2 alignment now.

OTHER COMMENTS

Engineering Department

Comments are attached as Appendix 14.

Building Department

No concerns with rezoning proposal.

Fire Department

No concerns with rezoning proposal.

Ministry of Transportation and Infrastructure

Preliminary approval of Bylaw granted - Appendix 15.

CONCLUSION

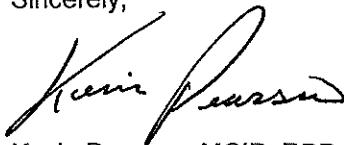
The proposed rezoning of the subject parcels to R-4 is consistent with Land Use and Density Policies of the OCP. Considering that High Density Residential (R-5) zoning and development is supporting by the OCP on the subject parcels and surrounding lands to the south and west, the proposed R-4 development concept and density would be an appropriate fit in this neighbourhood.

The current Motion for Consideration is more complicated than most rezoning applications. It was negotiated and agreed to by staff and the applicant on June 1, 2020. All of the issues and challenges with this land, the need to secure a new alignment for 4 Avenue SE, concerns with the Creek and staff's general expectations for development have been under discussions with the applicant since November 2019. Staff appreciates the cooperation by the applicant in the process.

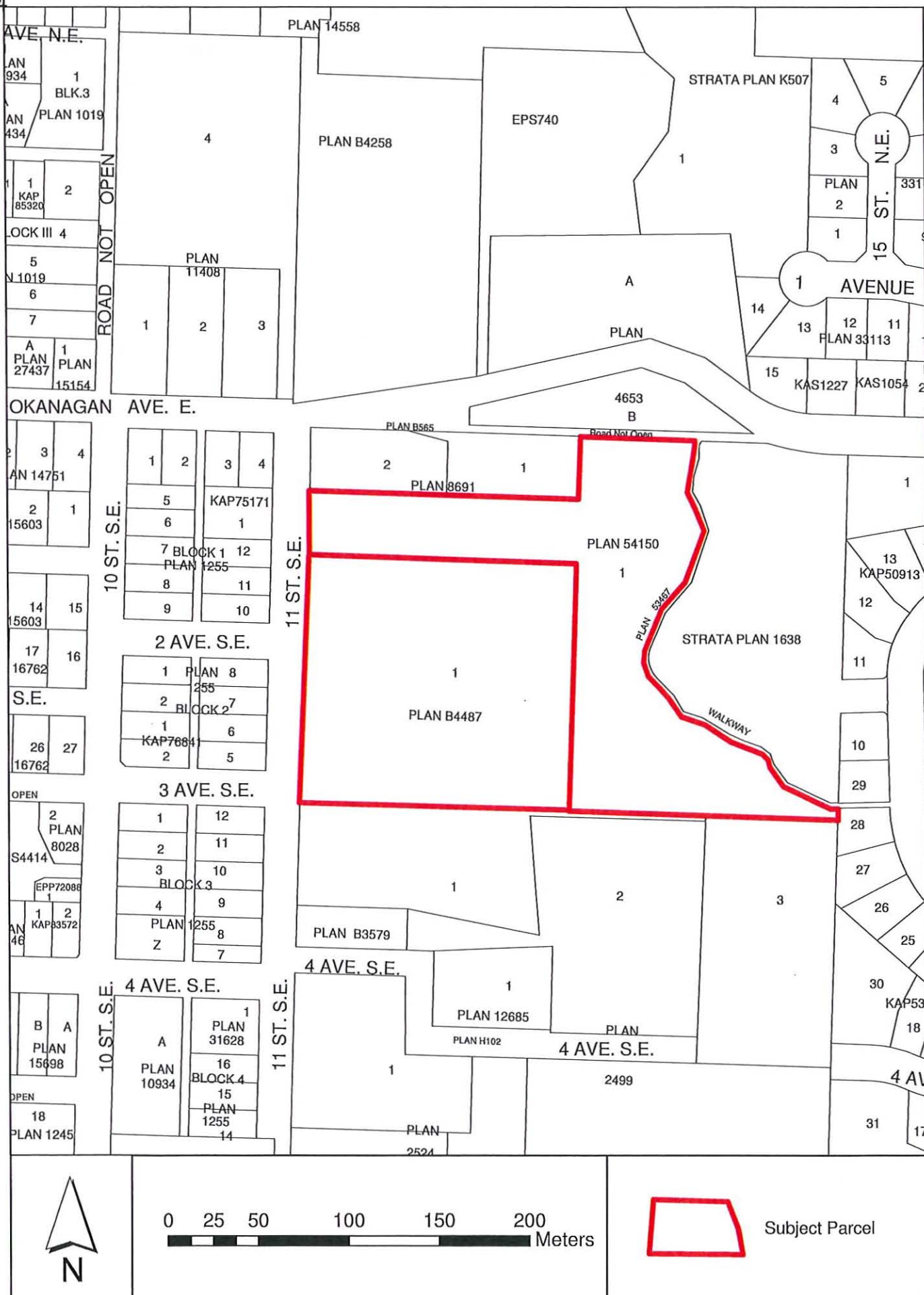
This is also an opportune time for the City to secure a much needed starting and end point of a future 4 Avenue connector that would benefit the SE quadrant of the City. Being in Residential Development Area A, the City has prioritized such a connector with a Reserve Fund, and staff recommend Council continue to build up that reserve in the years to come.

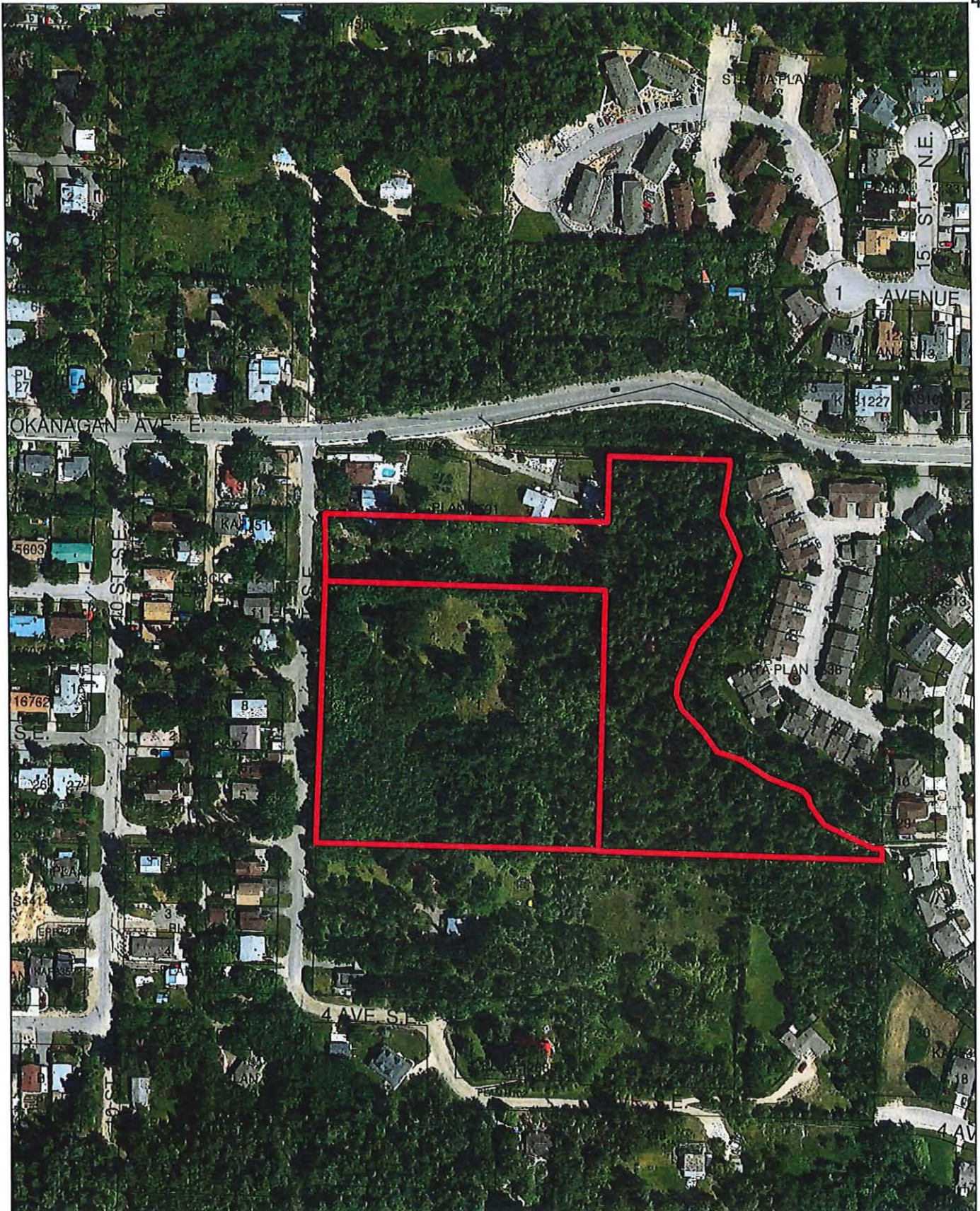
With a very limited land base remaining to develop in the UCB, and the properties situated well within the core residential area of the City, staff are supportive of the rezoning, the conditions outlined in the Motion for Consideration, and for this development concept moving to the Development Permit application stages. Registration of the Covenants referred to in the Motion for Consideration would effectively freeze subdivision or development on the subject properties until further approvals are considered by Council.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Pearson". The signature is fluid and cursive, with a large initial "K" and a long, sweeping underline.

Kevin Pearson, MCIP, RPP
Director of Development Services

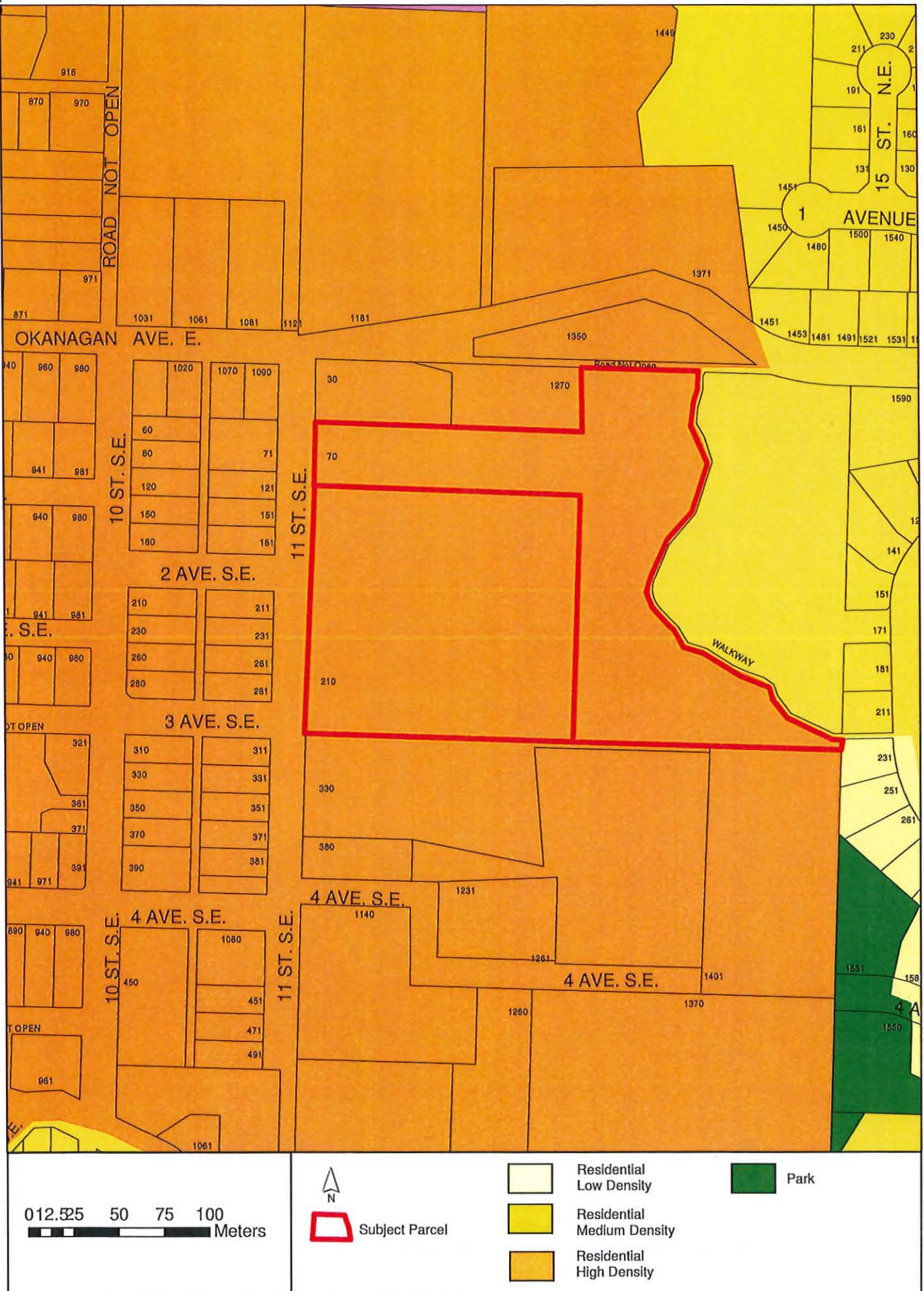


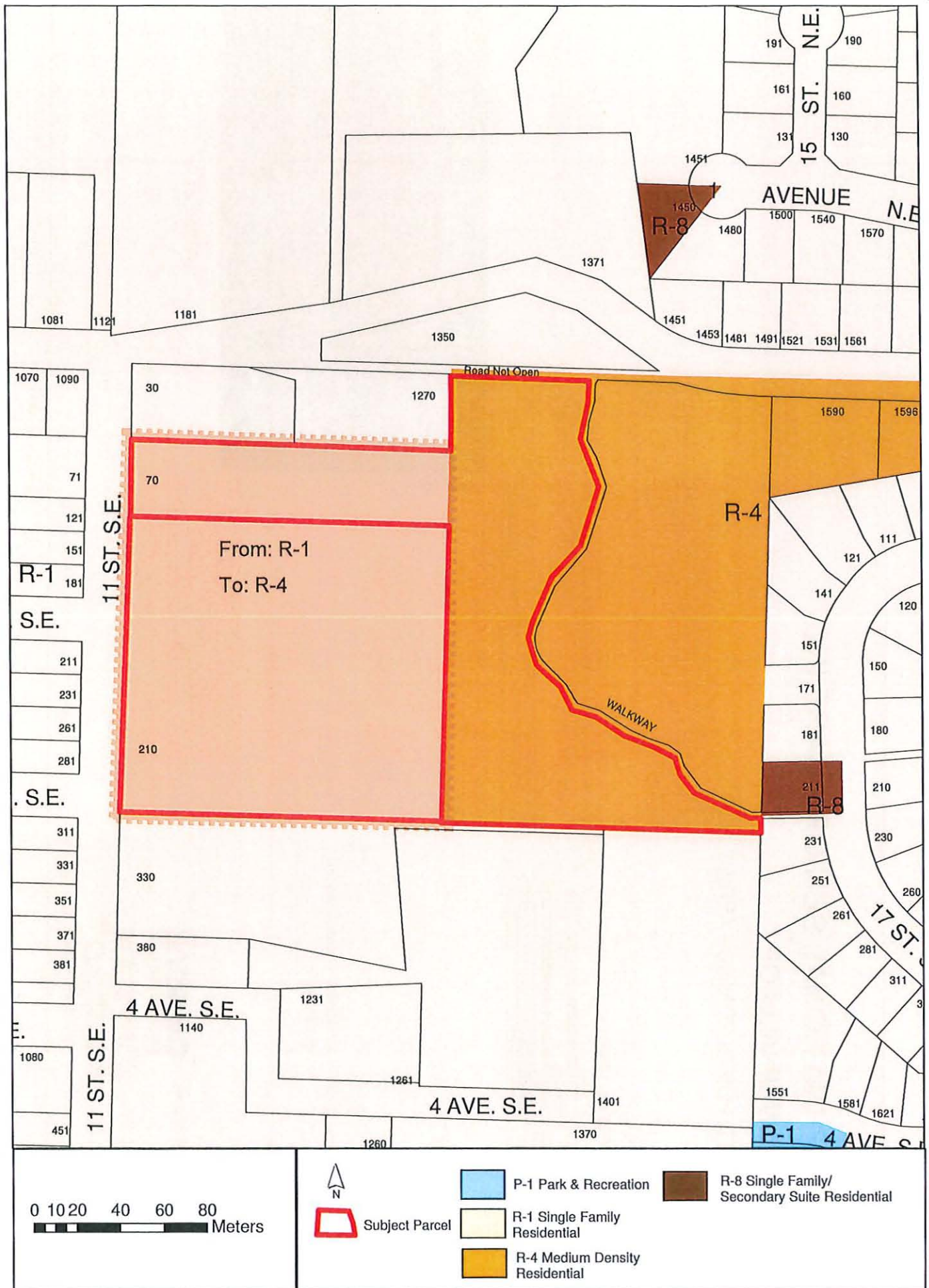


0 25 50 100 150 200 Meters



Subject Parcel





INTERNATIONAL SENIORS CARE INC. SHUSWAP VILLAGE

ISSUED FOR REZONING - APRIL 7 2020

PROJECT No. 1968-1

| DRAWING INDEX | |
|---------------|---|
| DWG NO | DWG NAME |
| 1968-1-000 | COVER SHEET, DRAWING INDEX, KEY PLAN, AND LOCATION PLAN |
| 1968-1-101 | SITE PLAN |
| 1968-1-102 | SLOPE PROFILE LOCATIONS |
| 1968-1-103 | SLOPE PROFILES 1, 2 AND 3 |
| 1968-1-104 | SLOPE PROFILES 4, 5 AND 6 |

PREPARED FOR: INTERNATIONAL SENIORS CARE INC
MR. GARY OUT

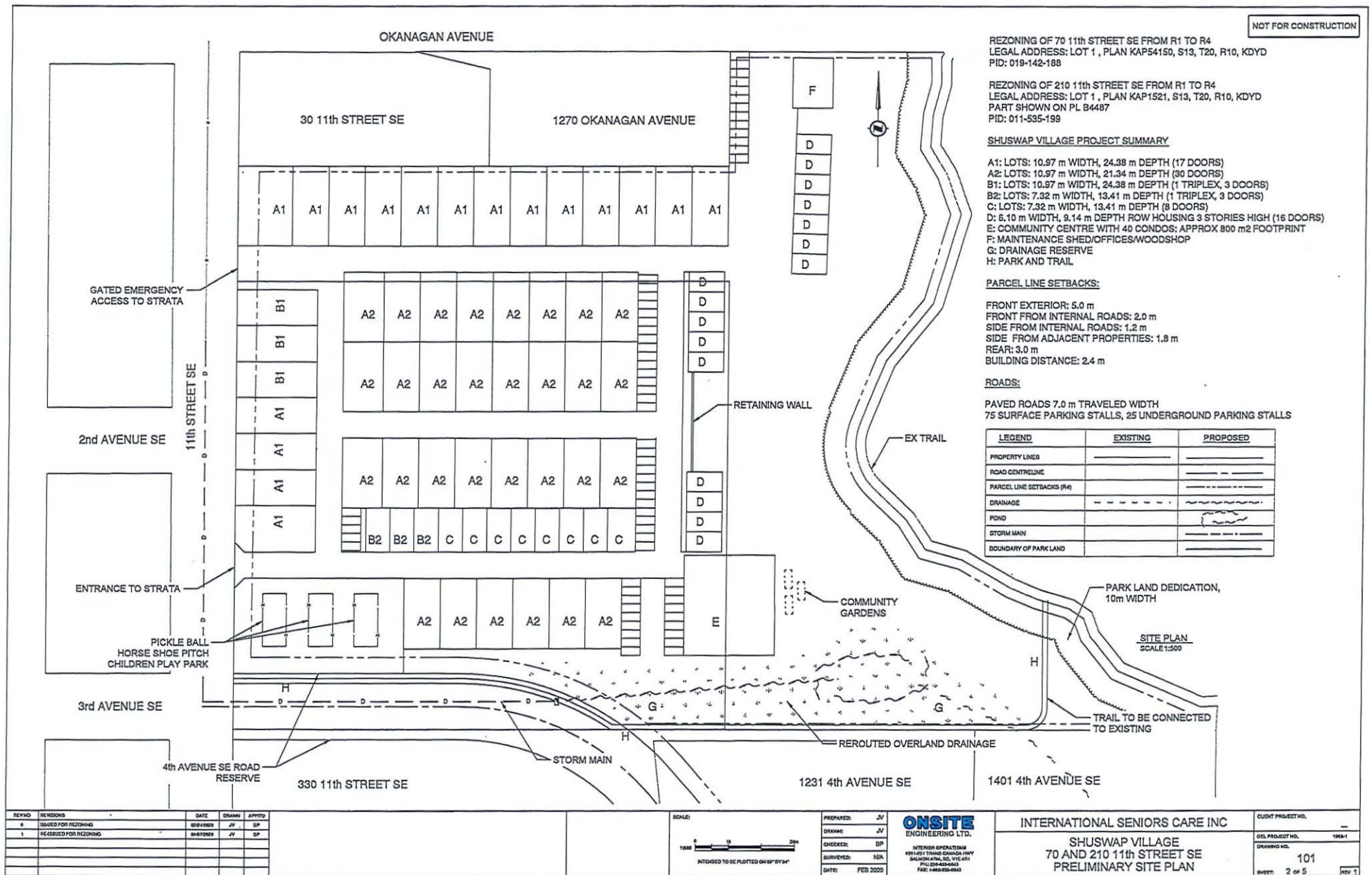
PREPARED BY:

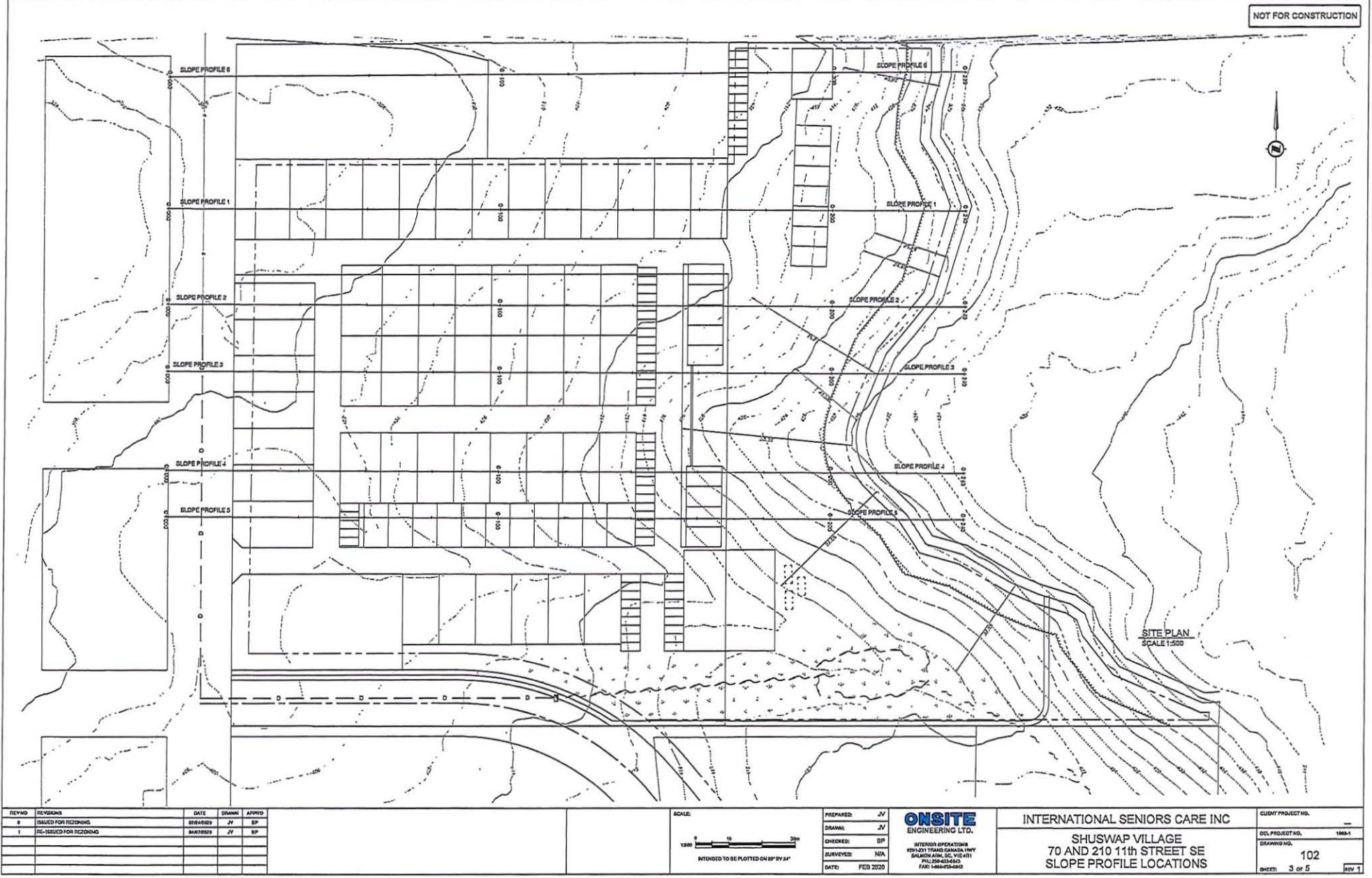
ONSITE
ENGINEERING LTD.

INTERIOR OPERATIONS
#201-231 TRANS CANADA HWY
SALMON ARM, BC, V1E 4R1
PH.: 250-833-5643
FAX: 1-866-235-6943

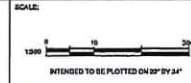


LOCATION PLAN
NTS





| REVNO | REVISIONS | DATE | DRAWN | APPROVED |
|-------|-------------------------|------------|-------|----------|
| 6 | ISSUED FOR RECORDING | 02/04/2020 | JV | SP |
| 5 | RE-ISSUED FOR RECORDING | 04/07/2020 | JV | SP |
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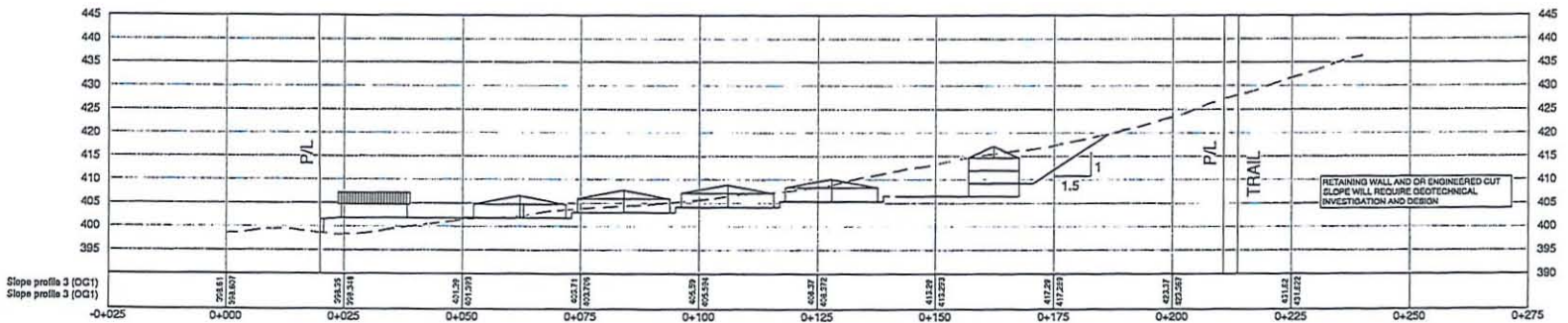
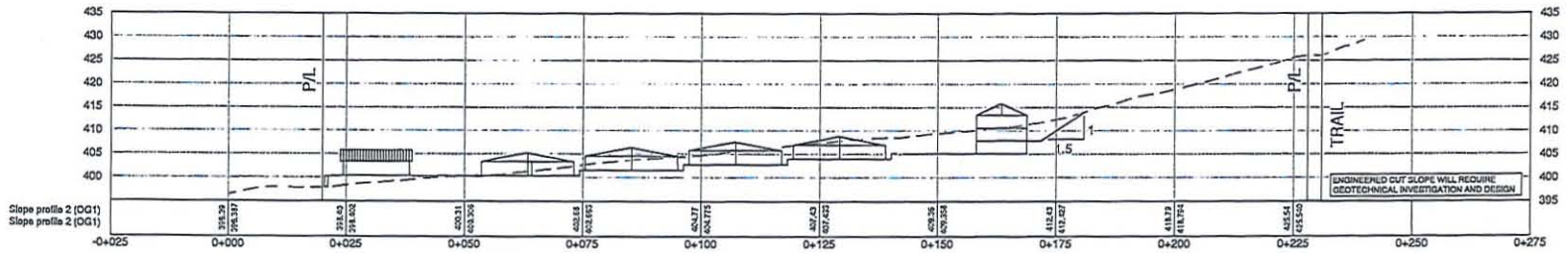
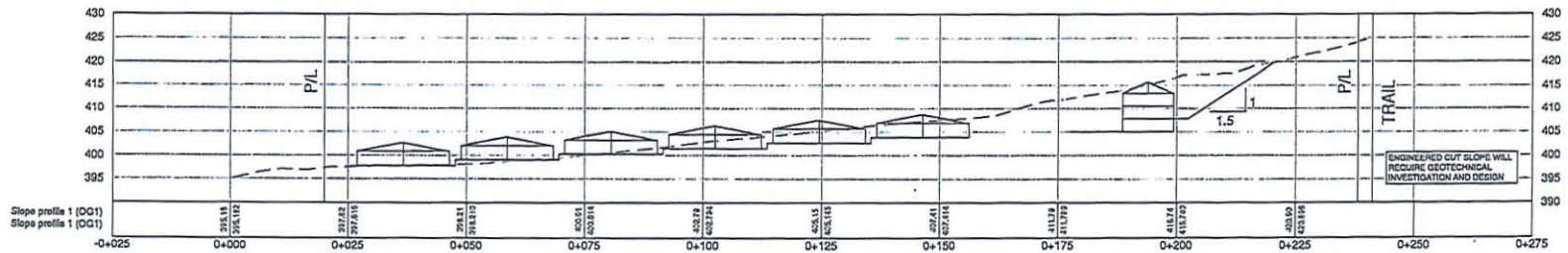
PREPARED: JV
 DRAWN: JV
 CHECKED: SP
 SURVEYED: N/A
 DATE: FEB 2020

ONSITE
 ENGINEERING LTD.
 INTERIOR OPERATIONS
 10001 17TH AVENUE NW
 SALMON ARM, BC V1E 4T1
 TEL: 250-835-0560
 FAX: 1-866-935-0880

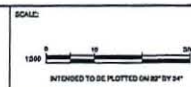
INTERNATIONAL SENIORS CARE INC
 SHUSWAP VILLAGE
 70 AND 210 11th STREET SE
 SLOPE PROFILE LOCATIONS

CUSTOM PROJECT NO.:
 DEL PROJECT NO.: 1963-1
 DRAWING NO.: 102
 SHEET: 3 of 5
 REV 1

NOT FOR CONSTRUCTION



| REV NO | REVISIONS | DATE | DESIGN | APPROVED |
|--------|----------------------------|------------|--------|----------|
| 1 | ISSUED FOR PERMITTING | 2020.01.20 | JV | SP |
| 2 | RE-DESIGNED FOR PERMITTING | 2020.02.10 | JV | SP |



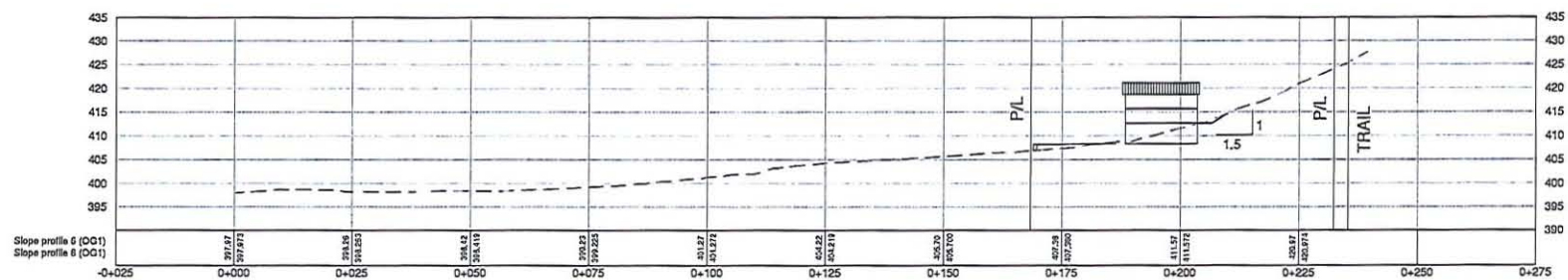
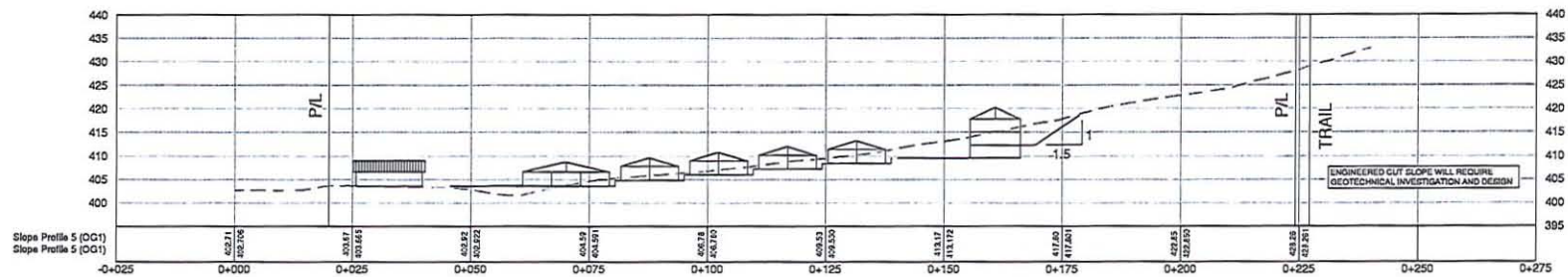
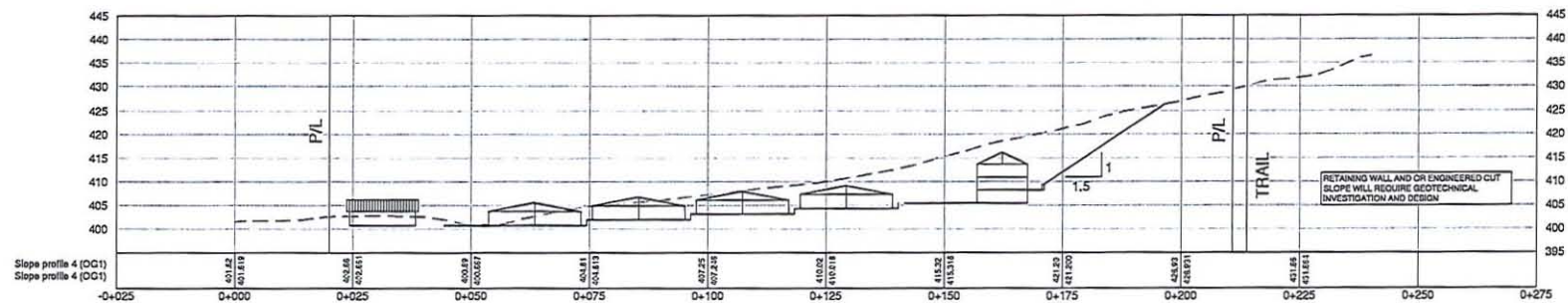
PREPARED: JV
DRAWING: JV
CHECKED: SP
SURVEYED: N/A
DATE: FEB 2020

ONSITE
ENGINEERING LTD.
INTERIOR OPERATIONS
201-201 TRAIL CANADA HWY
SALMON ARM, BC V1E 4R1
TEL: 250-464-4440 FAX: 1-800-725-6940

INTERNATIONAL SENIORS CARE INC
SHUSWAP VILLAGE
70 AND 210 11th STREET SE
SLOPE PROFILES 1, 2 AND 3

CLIENT PROJECT NO. ---
OEL PROJECT NO. 1568-1
DRAWING NO. 103
SHEET 4 of 5 REV 1

NOT FOR CONSTRUCTION



| REVNO | REVISIONS | DATE | DRAWN | APPROVED |
|-------|---------------------------|----------|-------|----------|
| 0 | ISSUED FOR REZONING | 00-00-00 | JY | SP |
| 1 | RECALCULATED FOR REZONING | 04-07-99 | JY | SP |
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| | | | | |
| | | | | |

SCALE:



PREPARED: JY
DRAWN: JY
CHECKED: SP
SURVEYED: N/A
DATE: MON YYYY

ONSITE
ENGINEERING LTD.
INTERIOR OPERATIONS
891-211 TRAIL CANADA INFY
SALMON ARM, BC, V1C 4S1
TEL: 250-433-6660
FAX: 1-800-658-6660

INTERNATIONAL SENIORS CARE INC
SHUSWAP VILLAGE
70 AND 210 11TH STREET SE
SLOPE PROFILES 4, 5 AND 6

CLIENT PROJECT NO. 11
DEL PROJECT NO. 1988-1
DRAWING NO. 104
SHEET: 5 OF 5 REV. 1

SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE**Purpose**

- 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. #289, #3740

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 *assisted living housing*; #4336
- .2 *bed and breakfast* in a *single family dwelling*, limited to two let rooms;
- .3 *boarders*, limited to two;
- .4 *boarding home*; #2789
- .5 *commercial daycare facility*;
- .6 *dining area*; #4336
- .7 *duplexes*;
- .8 *family childcare facility*; #3082
- .9 *group childcare*; #3082
- .10 *home occupation*; #2782
- .11 *multiple family dwellings*;
- .12 *public use*;
- .13 *public utility*;
- .14 *single family dwelling*;
- .15 *triplexes*;
- .16 *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).

Maximum Parcel Coverage

- 9.6 The total maximum *parcel coverage* for *principal* and *accessory buildings* shall be 55% of the *parcel area*, of which 10% shall be the maximum *parcel coverage* for *accessory buildings*. #2811

Minimum Parcel Area

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

Minimum Parcel Width

9.8

- .1 The minimum *parcel width* shall be 30.0 metres (98.5 feet). #3740
- .2 Notwithstanding Section 9.8.1, the minimum *parcel width* for a *single family* lot shall be 10.0 metres (32.8 feet).
- .3 Notwithstanding Section 9.8.1, the minimum *parcel width* for a stacked *duplex* lot shall be 14.0 metres (45.9 feet).
- .4 Notwithstanding Section 9.8.1, the minimum *parcel width* for a side-by-side *duplex* lot shall be 20.0 metres (65.6 feet).

Minimum Setback of Principal Buildings9.9 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)
- .7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and *interior side yards* shall be not less than 6.0 metres (19.7 feet).
- .8 Refer to Section 4.9 for "Special Building Setbacks" which may apply. #2811

Minimum Setback of Accessory Buildings9.10 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)

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

Maximum Density

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

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). #2789
- .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.
- .3 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*. #4336

TABLE 2

| COLUMN I SPECIAL AMENITY TO BE PROVIDED | COLUMN II ADDED DENSITY |
|---|--|
| 1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access) | □ 2 units per hectare (0.8 units per acre) |
| 2. Provision of <i>commercial daycare facility</i> 7 - 10 children 11 - 15 children 16 or more children | □ 3 units per hectare (1.2 units per acre) □ 4 units per hectare (1.6 units per acre) □ 7 units per hectare (2.8 units per acre) |
| 3. Provision of below <i>grade</i> or <i>parkade</i> type parking for at least 50% of the required off street parking | □ 10 units per hectare (4.0 units per acre) |
| 4. Provision of each rental <i>dwelling unit</i> | □ 2 units per hectare (0.8 units per acre) |
| 5. Provision of affordable rental <i>dwelling units</i> in accordance with special agreement under Section 904 #3218 | □ 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.



11 Street SE Looking North



11 Street SE Looking South



Top of Ravine Looking North



Top of Ravine Looking East

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9901 Gallaghers Circle
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April 2, 2003

Mr. Orville Cumming
c/o 604895 B.C. Ltd.,
1860 - 20th Street S.E.
Salmon Arm, B.C.
V1E 2N2

Dear Mr. Cummings:

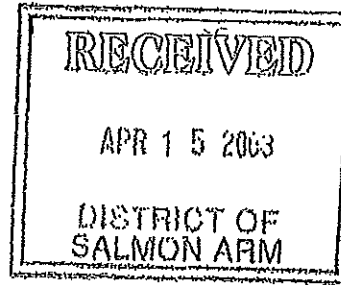
**Re: Traffic Review, Okanagan Avenue East and 11th Street SE,
District of Salmon Arm**

We are pleased to submit this letter report summarizing the results of our traffic review for the Okanagan Avenue East and 11th Street SE Intersection. This letter describes our study process, and the results and conclusions about the traffic impact of the proposed residential unit development south of the intersection.

1.0 Background

A 44 unit residential development is proposed on 11th Street SE immediately south of Okanagan Avenue E. 11th Street SE is a local north-south low standard paved rural roadway that extends southwards from Okanagan Avenue E and currently services approximately six residences. Residents can also access Okanagan Avenue E via unpaved 2nd and 3rd Avenue SE to the nearby intersection of 10th Street SE.

Okanagan Avenue E is an east-west collector street that connects residential subdivisions in southeast Salmon Arm with the Central Business Area. A 1997 traffic count west of 20th Street SE, indicated that nearly 6,000 vehicles per day travel on Okanagan Avenue E.



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The District of Salmon Arm is concerned about sight line limitations at the intersection of 11th Street SE and Okanagan Avenue E and the generally poor condition of the roadway network in this neighborhood. Given the increased traffic volume that the proposed subdivision will generate at the three-leg intersection, the District has requested that a traffic study be carried out by the developer to determine the impact that the increased volumes may have on the safe movement of traffic. The developer commissioned Hamilton Associates to carry out the traffic study.

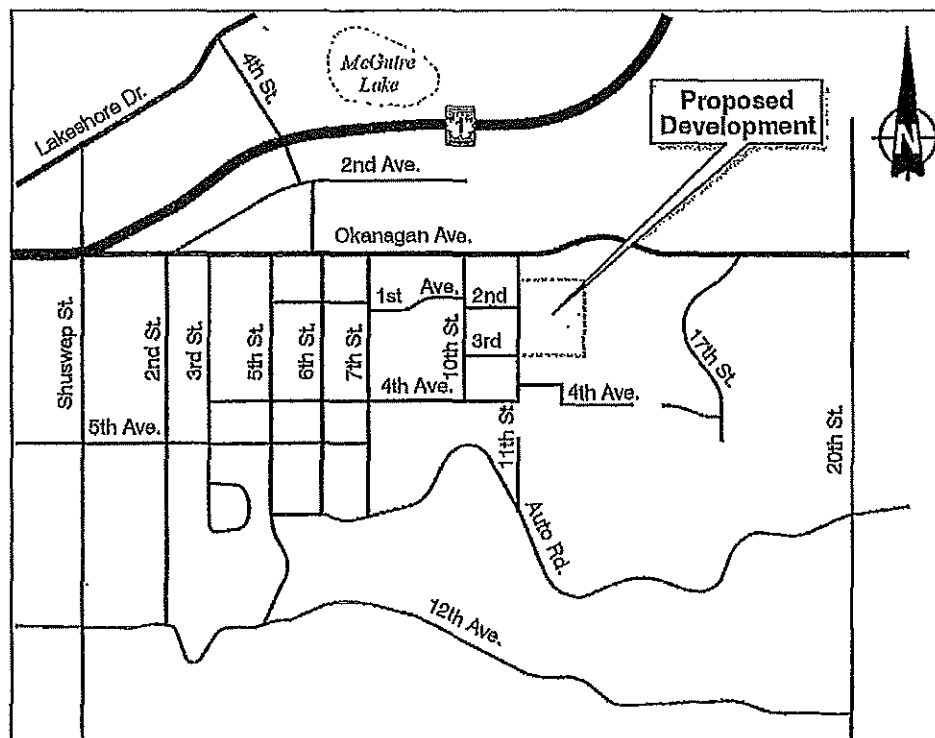


FIGURE 1 EXISTING STREET CONFIGURATION IN THE VICINITY OF THE PROPOSED DEVELOPMENT

Note that 4th Avenue is not continuous between 11th Street and 17th Street and that 11th Avenue does not connect between Auto Road and 4th Avenue.



2.0 Literature Search

Intersection sight distance is defined as the sight distance available from a point where vehicles are required to stop on the intersecting road (11th Street SE), while drivers are looking left and right along the major roadway (Okanagan Avenue E), before entering the intersection. The intersection sight distance is considered adequate when it allows vehicles to safely make all maneuvers that are permitted, without significantly affecting vehicles travelling on the main roadway.

In the case of a stop control on the minor roadway, the sight triangles are a function of the vehicle speeds on the major roadway and the departure maneuver of the vehicle leaving the stopped condition. In the case of tee intersections, a stopped vehicle should be able to see an oncoming vehicle and be able to turn left or right onto the intersecting roadway and then accelerate to the normal running speed of the vehicles on the main roadway without interfering with the passage of the through traffic.

The *Geometric Design Guide for Canadian Roads (Guide)*, 1999, published by the Transportation Association of Canada, defines the sight distance for turning movements from a stop condition. This Guide is used by most jurisdictions in Canada to design and operate streets and highways. The Guide recommendations were used to evaluate the study intersection.

The Guide specifies the height of eye for the observer to be 1.05 metres and the height of the approaching object as 1.30 metres, which would be the upper part of a passenger vehicle. Also specified are average driver perception and reaction times and vehicle acceleration rates. Adjustments are necessary to the acceleration rates to account for grades and heavy vehicles.

Typically, the desirable sight distance required for a driver leaving a stop condition to enter a 2 lane road with a design speed of 50 km/h is 120 metres. 160 metres is required for a design speed of 60 km/h. While some drivers can accelerate their vehicles rapidly and can enter a roadway with less sight distance, the purpose of the values specified in the Guide are to provide sufficient sight distances for drivers with slower perception and reaction times to safely complete their turns as well.



3.0 Site Visit

On January 29-2003, Mr. Albert Popoff, P.Eng. visited the study site in Salmon Arm. He met with the District of Salmon Arm Municipal Engineer, Mr. Dale McTaggart and the developer, Mr. Orville Cumming. Both provided plans and other information. Data were gathered and observations were carried out in the study area.

A. 11TH STREET SE AND OKANAGAN AVENUE EAST

The following observations and measurements were made at the main study Intersection:

- The Intersection operates as a tee intersection because the north leg is not developed and is unlikely to develop in the future.
- 11th Street SE has a significant downgrade immediately south of Okanagan Avenue East. 11th Street SE does not level off before it intersects Okanagan Avenue E, therefore when vehicles are stopped at the stop sign, the front of their vehicle is higher than the rear.
- Okanagan Avenue E carries significant volumes of traffic between the business area and residential subdivisions with approximately 6,000 per day according to a 1997 count. Assuming a growth rate of 1.5% per year the current traffic volumes on Okanagan Avenue E would be about 6500 vehicles per day. During the mid-day observations there were approximately three vehicles per minute approaching the 11th Street SE intersection, from each direction.
- Okanagan Avenue E rises from west to east at an approximate grade of 10 percent
- Westbound vehicles travel at an average speed of 60 kilometres per hour (downhill), whereas eastbound vehicle speeds are estimated to be 50 kilometres per hour (uphill).
- The approach speeds on 11th Street SE are below 50 kilometres per hour.
- A northbound vehicle on 11th Street SE stopped at the stop sign has over 200 metres of visibility of approaching vehicles from the east, as shown in FIGURE 1. Sight lines to the west are approximately 50 metres due to a vertical curve on Okanagan Avenue E between 11th Street SE and 10th Street SE, as shown in FIGURE 2.
- A solid wood fence, shrubs and a group mailbox in the southwest quadrant restrict the sight triangle for vehicles approaching Okanagan Avenue E. The southeast quadrant has a clear sight triangle.
- An eastbound vehicle was parked for a short period of time on south side of Okanagan Avenue E between 10th and 11th Streets SE in a location that further restricted the sight lines to the west. Currently there are no signs prohibiting parking.

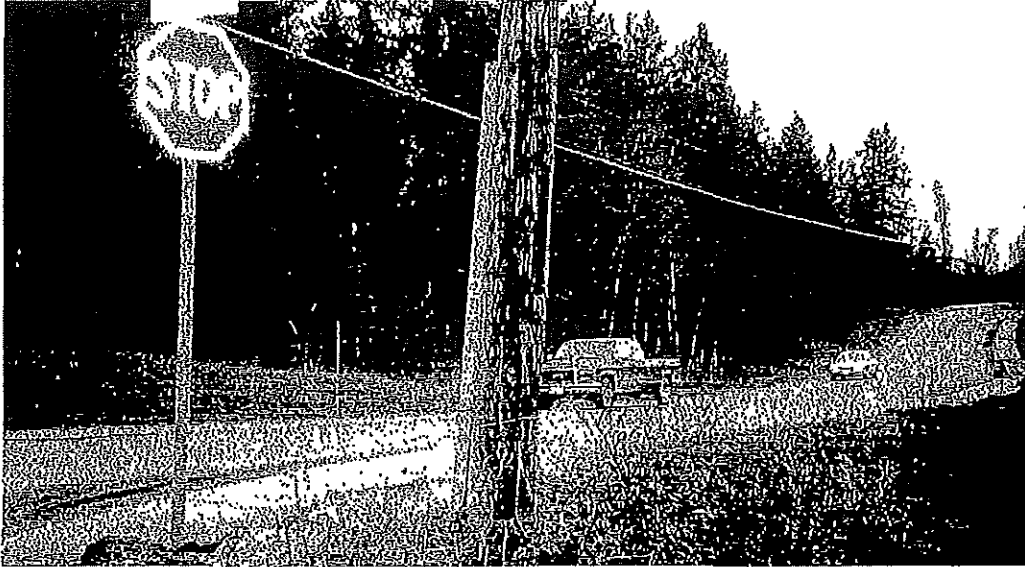


FIGURE 2 11TH STREET SE AND OKANAGAN AVENUE E LOOKING EAST

View from 11th Street SE looking east while stopped and waiting to enter Okanagan Avenue E. Good sight lines are available to see oncoming vehicles.



FIGURE 3 11TH STREET SE AND OKANAGAN AVENUE E LOOKING WEST

View from 11th Street SE looking west while stopped and waiting to enter Okanagan Avenue E. The vehicle with the headlights on has just become visible and is approximately 50 metres away from the intersection.



- Stopped vehicles entering Okanagan Avenue E had to react and accelerate very quickly in order to make a right or left turn safely.
- Collision information gathered for the November, 2001, Safer City Initiative Study by Hamilton Associates, indicates that there were three collisions at or near the intersection between 1995 and 2000. One was a rear-end collision, and another involved a left turning vehicle. The configuration of the third collision is not known. There is insufficient information to determine collision patterns.

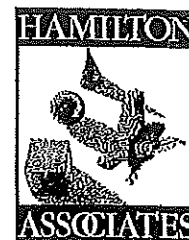
B. 10TH STREET SW AND OKANAGAN AVENUE EAST

The characteristics of the intersection of 10th Street SE and Okanagan Avenue E (the nearest intersection to the west) were observed to determine if it would be an alternative access for the new development instead of 11th Street SE.

- The traffic volumes, speeds, and grade observations on Okanagan Avenue E are similar at 10th Street SE to those at 11th Street SE.
- 10th Street SE would have more than double the traffic volume than 11th Street SE because 10th Street SE currently serves a larger number of residents.
- 10th Street approaches Okanagan Avenue E on a flatter grade than 11th Street SE, but approach speeds would be similar.
- Vehicles on 10th Street NE, when stopped at the stop sign at Okanagan Avenue E, have over 150 metres visibility of vehicles approaching from the west. Visibility of vehicles approaching from the east is limited by the vertical curvature to approximately 80 metres.

3.0 Review of Sight Lines

TABLE 1 summarizes the required and available sight lines at the intersection of 11th Street SE and Okanagan Avenue E. The sight distances to the right were not compared, as a clear sight triangle currently provides over 250 metres of visibility in this direction,



**TABLE 1 REQUIRED AND AVAILABLE SIGHT DISTANCES
AT 11TH STREET SE AND OKANAGAN AVENUE EAST**

| CONDITION | REQUIRED Sight Distance from the left* | AVAILABLE SIGHT DISTANCE FROM THE LEFT* |
|---|--|---|
| Sight distance for a passenger vehicle to turn <u>right</u> onto a two-lane roadway and attain enough speed so as not to be overtaken by an approaching vehicle from the left at a speed of 50 km/h | 120 metres** | 50 metres |
| Sight distance for a passenger vehicle to turn <u>left</u> onto a two-lane roadway across the path of passenger vehicles approaching from the left at a speed of 50 km/h. | 100 metres | 50 metres |

* Adequate sight distances are available to the right and are not an issue.

** This assumes passenger vehicles on a level grade. Heavy trucks would need more sight distance because of their slower acceleration, especially on an upgrade.

A northbound vehicle stopped on 11th Street SE must be able to see a vehicle approaching at 50 km/h on their left at least 100 metres away (approximately at 10th Street SE) to be able to safely make a left turn onto Okanagan Avenue E. This translates to approximately 7 seconds of time to perceive a safe gap from both directions, make a decision, then react and begin to accelerate across the eastbound lane and turn left into the westbound lane. The current sight distance is about 50 metres due to a vertical curve on Okanagan Avenue E. The 50 metre sight distance point is located near the back lane between 11th and 10th Street SE.

The sight distance required for right turns is 120 metres because the entering vehicle has to accelerate to a speed so as not to interfere with the approaching vehicle from their left travelling at a speed of 50 km/h.

A review of general collision information indicates that right angle collisions have more serious outcomes than rear end collisions, especially in terms of causing injuries and fatalities.

At 10th Street SE and Okanagan Avenue E., the required sight triangle to the left is met, however the existing sight distance to the right is 80 metres and does not meet the 160 metre requirement. The sight distances are greater to the right because the average speed of the westbound vehicles is estimated to be 60 km/hr.



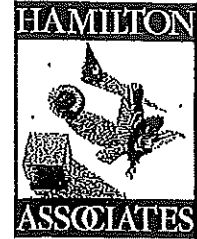
4.0 Review of Alternatives

The following alternatives were explored to improve the sight distance for all road users at the study intersection, including the vehicle trips generated by the proposed 44 unit residential development on 11th Street SE.

A. IMPROVEMENTS TO THE INTERSECTION OF 11TH STREET SE AND OKANAGAN AVENUE E

It may not be economically feasible to change the vertical alignment of Okanagan Avenue E to overcome the sight line deficiency. The following improvements at the intersection of 11th Street and Okanagan Avenue E will improve the intersection sight distances and operational safety.

- PHASE I
- ✓ 1. Remove the shrubs growing outside of the fence on the southwest corner of the intersection.
 - ✓ 2. Post No Parking on both sides of Okanagan Avenue E between 10th and 11th Street SW so that vehicles do not park and create further sight restrictions. Prohibiting parking may inconvenience the adjacent residents.
 - ✓ 3. Install a "Concealed Road" warning sign for eastbound traffic on Okanagan Avenue E, in advance of 11th Street SE. In the *Manual of Uniform Traffic Control Devices for Canada* (Transportation Association of Canada, 1998), this sign is recommended for use "on major roads in advance of crossroads where the vision triangle is inadequate, and where the crossroads are concealed to the extent that a driver on the major road would not be adequately prepared for turning movements or cross traffic". The MUTCDC sign number is WA-13R. Such signs are most effective immediately after installation, and the effectiveness may diminish over time.
 4. Restricting the right turn movements from 11th Street SE onto Okanagan Avenue E will eliminate the worst case sight line situation. Drivers wishing to turn right would require an alternate access to Okanagan Avenue. This option is discussed in subsection B.
 5. Make 11th Street SW a southbound one-way street. This will require alternative routes for vehicles to have access to the Central Business District. These options are discussed in subsections B and C.



- ✓6. Revise the vertical alignment of 11th Street SE so that a vehicle will be horizontal when stopped at the stop sign and waiting to enter Okanagan Avenue E. The change of the grades will enable vehicles to accelerate more quickly when entering the intersection, especially during snowy or icy conditions. The grade change may increase the drivers eye height marginally but it would need to be raised by approximately one metre to achieve significant improvements to the sight lines.
7. Construct an acceleration lane along Okanagan Avenue E for vehicles turning right onto Okanagan Avenue E. An acceleration lane will allow right turning vehicles to reach the speed of approaching vehicles, before merging into the eastbound lane.

B. USE 10TH STREET SE AS THE ACCESS TO OKANAGAN AVENUE E

The sight lines at 10th Street SE and Okanagan Avenue E, are only marginally better than those at 11th Street SE. The sight distance requirements to the left are met, however only 80 metres of sight distance is available to the right. The Guide requires a sight distance of 160 metres to detect an approaching vehicle.

If traffic generated by the new development is required to use 10th Street SE to access Okanagan Avenue E, it may be necessary to upgrade 2nd Avenue SE and/or 3rd Avenue SE between 11th and 10th Street SE to accommodate two-way traffic.

C. DIVERT TRAFFIC TO 6TH or 7TH STREET SE TO ACCESS OKANAGAN AVENUE E

The 6th and 7th Street SE access to Okanagan Avenue E have sight lines in both directions that meet the required design standards. These intersections are options to consider as the primary access intersections to the proposed development. The disadvantage of this option is that the routing of traffic via 1st, 2nd, or 4th Avenue SE is not direct, creating a slightly longer travel route through an existing residential neighborhood. To make this option workable, it may be necessary to implement restrictions at the 10th and 11th Avenue SE in order to encourage motorists to use the safer 6th and 7th Street SE access to Okanagan Avenue E. Some motorists have a tendency to use the shortest route even though it may be less safe.

A capacity analysis has not been carried out, but it is not expected that the approximately 50 vehicles generated during the peak hours by the proposed development would cause any traffic delays or operating difficulties. Currently northbound traffic on 6th and 7th Avenue SE is controlled by a Stop Sign before entering Okanagan Avenue E.

?
details



It may be necessary to implement a one-way southbound operation on 11th Street SE in order to successfully divert traffic to an alternate access.

5.0 Summary and Conclusions

The intersection of 11th Street SE and Okanagan Avenue E is the most direct access to the proposed 44 unit residential development. The existing sight distances from the intersection to the west are less than the minimum values specified in the Geometric Design Guide for Canadian Roads. As a result, vehicles emerging from the 11th Street stop sign may conflict with vehicles on Okanagan Avenue. While the options to make significant improvements are limited, shrub trimming, warning signs, and parking restrictions can improve the visibility and driver awareness of the intersection.

The traffic generated by the proposed development also has the options to access Okanagan Avenue E via 10th Street SE, 7th Street SE or 6th Street SE. 10th Street SE has marginally better sight lines than 11th Street SE, but sight distance improvements would also be required at this intersection to comply with the design guidelines. The 6th and 7th Street SE access have sight lines exceeding the recommended values, however the route to the proposed development is indirect. The implementation of a one-way street system or the closure of the intersections at 10th St. and 11th St. may be required to enforce the diversion.

If 4th Avenue SE connects to 17th Street SE in the future, it would provide another viable access to the proposed development on 11th Street SE.

The level of safety at an intersection is a relative measure. No intersection can be absolutely "safe" or "unsafe". Certain characteristics can make an intersection more or less safe. Standards and guidelines are set to minimize risk and to establish a reasonable level of safety.

Given enough data and information it is possible to develop intersection collision prediction models. These models use the total traffic volume entering an intersection to predict collision occurrence. At the location under review, the addition of approximately 100 vehicles per day on 11th Street relative to the 6,500 vehicles that already travel on Okanagan Avenue represents a relatively small increase in the measurable collision risk.



In summary it is recommended that:

1. As a minimum, the shrub trimming, warning signs, and parking signs be implemented;
2. The option of using 7th St. as an alternative entry point to areas south of Okanagan Ave be explored, including the implications to the existing local roads and methods of ensuring that traffic is diverted;
3. If continued growth is expected in this area, a long term strategy be developed to improve the geometry and sight lines at the 10th St. and 11th St. intersections, or to phase-out the use of these intersections as the traffic volumes on Okanagan Avenue E continue to increase. For further development to occur in this area a plan is required to improve the transportation network which may require significant expenditures to implement.

Refer to Section 4 for a more detailed discussion of alternatives and recommendations.

Please do not hesitate to contact us if you have any questions or comments. Thank you for considering Hamilton Associates.

Yours truly,

G.D. HAMILTON ASSOCIATES CONSULTING LTD.

per: Albert J. Popoff P.Eng.
Manager of Kelowna Office



From: Dave Cullen <DCullen@ctqconsultants.ca>

Sent: February 14, 2020 2:01 PM

To: Green Emerald Construction <office@greenemeraldinc.com>

Cc: Gary Out <grout01@hotmail.com>

Subject: RE: Seniors development 11th St, SE, Salmon Arm SHUSWAP VILLAGE

ITE Trip Generation Rates - 10th Edition

| Description/ITE Code | Units | ITE Vehicle Trip Generation Rates | | | | | | | Expected Units | Total Generated | | | Total Distribution of Generated | | | |
|-------------------------------------|-----------|-----------------------------------|------|------|-------|--------|-------|--------|----------------|-----------------|---------|---------|---------------------------------|--------|-------|--------|
| | | Peak Hour of Generator | | | | | | | | Daily | AM Hour | PM Hour | AM In | AM Out | PM In | PM Out |
| | | Weekday | AM | PM | AM In | AM Out | PM In | PM Out | | | | | | | | |
| Senior Adult Housing- Detached 251 | DU | 3.60 | 0.22 | 0.27 | 35% | 65% | 61% | 39% | 70.0 | 258 | 15 | 19 | 5 | 10 | 12 | 7 |
| Senior Adult Housing- Attached 252 | Occ DU | 3.44 | 0.19 | 0.23 | 35% | 65% | 60% | 40% | 40.0 | 130 | 8 | 9 | 3 | 5 | 6 | 4 |
| Congregate Care Facility 253 | Occ DU | 2.15 | 0.00 | 0.17 | 61% | 39% | 58% | 44% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Congregate Care Facility 253 | DU | 2.02 | 0.00 | 0.17 | 69% | 41% | 55% | 45% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Assisted Living 254 | Occ Beds | 2.74 | 0.18 | 0.29 | 66% | 32% | 50% | 50% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Assisted Living 254 | Beds | 2.68 | 0.14 | 0.22 | 65% | 35% | 44% | 56% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Assisted Living 254 | Employees | 3.93 | NA | 0.55 | NA | NA | 43% | 57% | | 0 | NA | 0 | NA | NA | 0 | 0 |
| Continuing Care Retirement Comm 255 | Occ Units | 2.50 | 0.15 | 0.20 | 65% | 35% | 40% | 60% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | | | | 110 | 395 | 23 | 28 | 8 | 15 | 17 | 11 |

ITE Trip Generation Rates - 10th Edition

| Description/ITE Code | Units | ITE Vehicle Trip Generation Rates | | | | | | | Expected Units | Total Generated | | | Total Distribution of Generated | | | |
|-------------------------------------|-----------|-----------------------------------|------|------|-------|--------|-------|--------|----------------|-----------------|---------|---------|---------------------------------|--------|-------|--------|
| | | Peak Hour of Generator | | | | | | | | Daily | AM Hour | PM Hour | AM In | AM Out | PM In | PM Out |
| | | Weekday | AM | PM | AM In | AM Out | PM In | PM Out | | | | | | | | |
| Senior Adult Housing- Detached 251 | DU | 3.68 | 0.22 | 0.27 | 35% | 65% | 61% | 39% | 350.0 | 1,288 | 77 | 95 | 27 | 50 | 58 | 37 |
| Senior Adult Housing- Attached 252 | Occ DU | 3.44 | 0.19 | 0.23 | 35% | 65% | 60% | 40% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Congregate Care Facility 253 | Occ DU | 2.15 | 0.06 | 0.17 | 61% | 39% | 58% | 44% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Congregate Care Facility 253 | DU | 2.02 | 0.06 | 0.17 | 59% | 41% | 55% | 45% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Assisted Living 254 | Occ Beds | 2.74 | 0.18 | 0.29 | 66% | 32% | 50% | 50% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Assisted Living 254 | Units | 2.68 | 0.14 | 0.22 | 65% | 35% | 44% | 56% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Assisted Living 254 | Employees | 3.93 | NA | 0.55 | NA | NA | 43% | 57% | | 0 | NA | 0 | NA | NA | 0 | 0 |
| Continuing Care Retirement Comm 255 | Occ Units | 2.50 | 0.15 | 0.20 | 65% | 35% | 40% | 60% | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | | | | 350 | 1,288 | 77 | 95 | 27 | 50 | 58 | 37 |

Gary the two spread sheet above show the trip generation as follows:

The first shows 70 detached senior homes and 40 attached senior homes with a total PM Peak hour trip generation of 28 vehicles, well below the threshold of 100 pm peak hour trips for a full traffic study

The second show that 350 detached homes would generate close to the 100 trip threshold

I have included the trip generation rates for other types of senior housing. All other types of senior housing generate fewer trips per unit than the adult housing noted above.

Hope this helps to get a handle on what the site could support from a traffic generation standpoint
Please call if you have any questions

David D. Cullen, P.Eng.

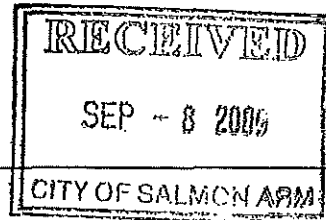


CTQ Consultants Ltd.

Tel: 250.979.1221 ext.120

Cell: 250.870-6525

Jeremy Ayotte MSc RPBio
180 Larch Hills, Salmon Arm BC, V1E 2Y4
Tel. 250-804-3513
Jeremy.Ayotte@gmail.com



August 28, 2009

Corey Paiement
Director of Development Services
City of Salmon Arm
Box 40 Salmon Arm BC
V1E 4N2

Re: Application of the Riparian Areas Regulation and the Water Act to a water course flowing through property at 70 and 210 11 Street SE.

The following is a summary of a field assessment and a review of regulations and relevant documents on behalf of the city of Salmon Arm during the week of August 25-31, 2009.

- A) Previous assessments of this water course suggest the source of water is city storm water, however the volume of water flowing through the water course at the time of this assessment (late August of a particularly dry summer) suggests that the water course is partially spring fed or that city water lines are potentially leaking upstream.
- B) If further confirmation of the source and history of this water course is required, an assessment by a professional hydrologist would be appropriate.
- C) Regardless of the source of the water above the subject property, the water course in question eventually drains into a fish-bearing system (Shuswap Lake) and consequently meets the criteria defining a "stream" in the Riparian Areas Regulation (given authority under the *Fish Protection Act*, S.B.C. 1997, c.21, ss.12, 13 (1) and 37 (2). Any development on this property therefore must meet the provisions of the Riparian Areas Regulation (effective March 31, 2005).
- D) Using standard methods prescribed by the Detailed Assessment of the Riparian Areas Regulation, the average channel width for this water course is 1.7 m, with an average slope of 9.5 %. Based on these measurements, the channel type is a riffle-pool, and the resulting streamside protection and enhancement area (SPEA) would be set at 10 m horizontal distance out from the high water mark on each side of the water course.
- E) A previous assessment alluded to an option available to the property owners to enclose the water course in a pipe through the subject property. Given the well-developed and relatively

undisturbed riparian vegetation along this water course (Fig. 1), an application for Approval under Section 9 of the Water Act (Works In and About a Stream) to enclose the water course in an underground pipe would likely meet with considerable resistance from federal and provincial regulatory agencies (e.g., Fisheries and Oceans Canada, and Ministry of Environment). The current exposure that this water course has to functioning riparian vegetation provides a source of nutrients (derived from insect drop and woody debris) that flows downstream to a known fish bearing system.

- F) Given that there is definitely storm water flow in this water course, and that the surface exposure through the subject property provides a net benefit to downstream fish habitat, regulatory agencies may be flexible with RAR provisions in order to support a proposal to maintain this water course above surface. The following excerpt is from the Riparian Areas Regulation Assessment Methodology Manual (Version 3.3, April 2006):

1.4.3 Day-lighting of Streams

There is interest in some urban areas to open up culverted and buried stream channels and bring them back above ground. Having to meet RAR standards on a day-lighting project where there is often limited room to re-establish the stream channel could cause many day-lighting projects to be discarded. In this regard, MOE and DFO staff are able to negotiate specific riparian protection standards to enable these positive projects to proceed.

Discussions between the property owner and regulatory agencies may benefit from consideration of the option to maintain the water course in its present channel and design the proposed development to minimize potential disturbance outside of a reduced set back that where possible, allows for the retention of the most biologically important features of the site - the diverse, mature overstory riparian vegetation.

As referenced to RAR methodology manual, day-lighting of streams in urban areas is growing across North America. This growth is driven mainly by the positive effects on property value. This site is rare in an urban setting and given appropriate design and planning, the natural features that exist on this property can become marketable.

Sincerely,



Jeremy Ayotte MSc RPBio



Figure 1. Examples of well-developed and relatively undisturbed riparian vegetation along the water course through the subject property at 70 and 210 11 Street SE. Overstory is dominated by Maple, Douglas fir, Birch, and Western red cedar..



File: R3-3005900

January 17, 2017

Via Email: info@valhallaconsulting.ca

Matthew Davidson
Valhalla Environmental Consulting Inc.
11510 Upper Summit Drive
Coldstream, British Columbia
V1B 2B4

**Re: Section 11 Water Sustainability Act Application "Changes In and About a Stream"
– Storm Sewer Outfalls – Construction / Maintenance – Storm system in Salmon Arm**

Staff with the Ecosystems Section of the Ministry of Forests, Lands and Natural Resource Operations have reviewed the above mentioned authorized change application. A Section 11 *Water Sustainability Act* Change Approval is not required for the proposed work as long as the work is done in accordance with BC Regulation 36/2016 – Part 3.

As per section 38 (1) *A person proposing to make an authorized change, other than an authorized change described in Section 39 (1) (o) to (s), (2) and (5), must*

- (a) *Provide a notice, signed by the person or the person's agent, to a habitat officer of the particulars of the proposal at least 45 days before beginning the authorized change, and*
- (b) *Obtain from a habitat officer a statement of the Terms and Conditions described in section 44 (2) [protection of aquatic ecosystems] on which the authorized change can proceed.*

The terms and conditions you must follow for your works are outlined here:

http://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/water-rights/terms_and_conditions_for_cias_th_ok_2016.pdf

It is the proponent's responsibility to ensure their activities are in compliance with all legislation, including the *Fisheries Act*, as well as with local government bylaws and regulations.

If you have further questions please contact the undersigned at 250-371-6219.

Yours truly,

Mark Phillipotts
Ecosystems Biologist



File R3-3005900

March 14, 2017

Via Email: info@valhallaconsulting.ca

Matthew Davidson
Valhalla Environmental Consulting Inc.
11510 Upper Summit Drive
Coldstream, British Columbia
V1B 2B4

Re: File R3-3005900 Section 11 Water Sustainability Act Notification Letter for Construction - Maintenance of a Stormwater Pipe System on an Unnamed Watercourse in Salmon Arm

Dear Matthew,

After reviewing additional information received regarding the unnamed watercourse on or near 70 and 210 11th Street SE Salmon Arm, the Ministry of Forests Lands and Natural Resource Operations (FLNRO) is rescinding its authorized change under Part 3 of the Water Sustainability Act Regulations. An assessment of the watercourse which was not included in your authorized change notification to Front Counter British Columbia claims the watercourse is likely a natural stream. The assessment also states that the Riparian Areas Regulation (RAR) would apply to this stream. Once a subdivision application is submitted by the proponent, RAR would be triggered and the required RAR assessment would be based on the current state of the property.

FLNRO does not support extensive culverting of natural drainages. Due to the conflicting information mentioned above, FLNRO will take a precautionary approach and at this time considers the watercourse in question to be a natural stream.

To move forward FLNRO suggests the proponent adopt one of the following options;

1. Hire a qualified professional hydrologist to determine if the watercourse in question is a natural stream or exclusively stormwater collection flow. If a hydrologist determines the watercourse has no natural water input, FLNRO would allow the watercourse to be culverted.
2. Proceed with development of the property while following a Riparian Areas Regulation assessment report prepared by a qualified professional. FLNRO

Ministry of Forests, Lands
& Natural Resource
Operations

Thompson/Okanagan Region
Thompson Office

Mailing Address:
1259 Dalhousie Drive
Kamloops BC V2C 5Z5

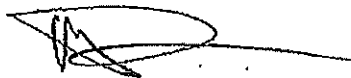
Telephone: 250 371-6200
Facsimile: 250 828-4000

contends there are social and environmental benefits from the watercourse and recommends retaining the streamside protection and enhancement area identified from a RAR assessment.

3. Proceed with development of the property while following a Riparian Areas Regulation assessment prepared by a qualified professional and apply to realign the watercourse to minimize interference to subdivided lots.

Please advise how you would like to proceed at your earliest convenience by contacting the undersigned at 250-371-6219

Sincerely,



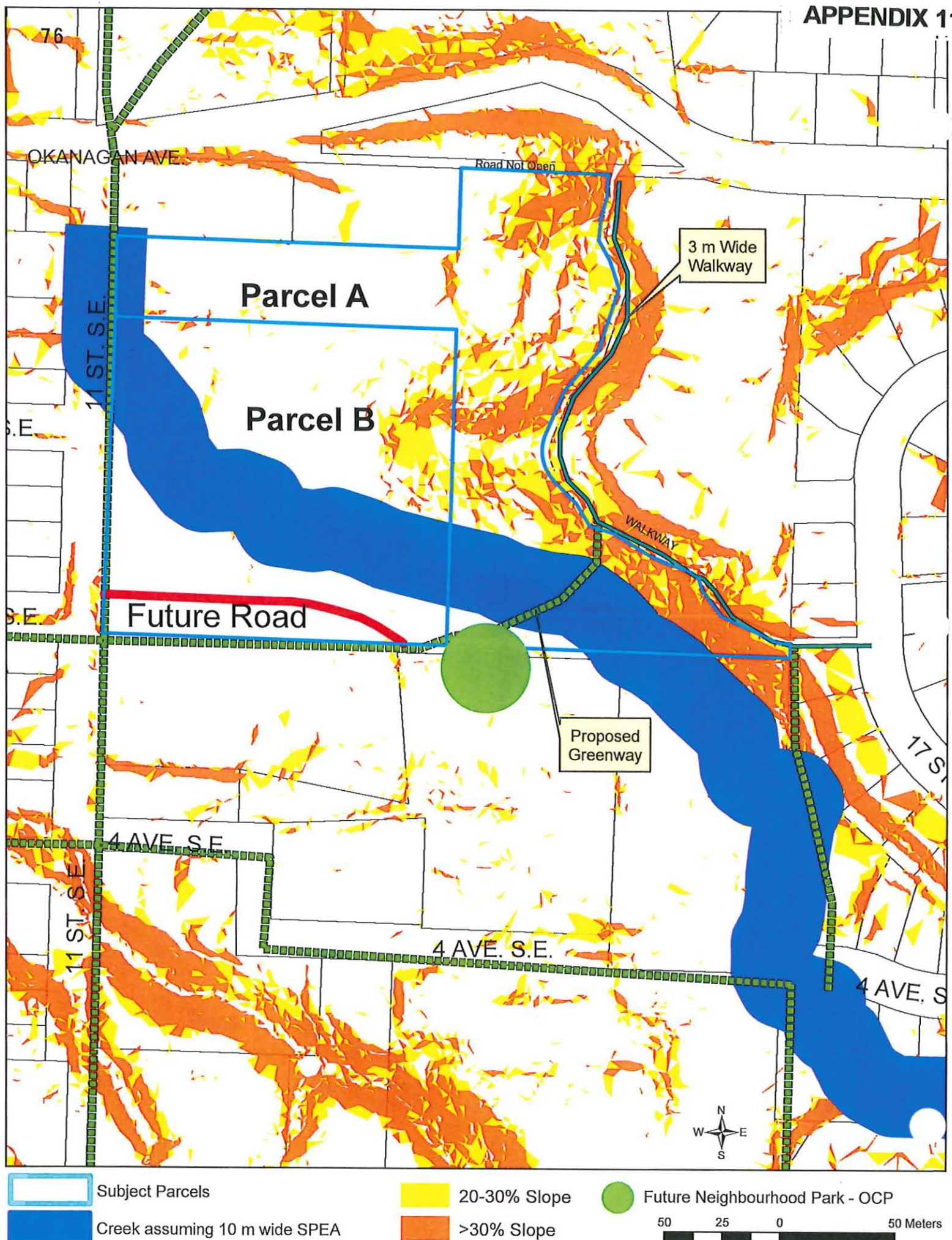
Mark Phillpotts
Ecosystems Biologist

Ministry of Forests, Lands
& Natural Resource
Operations

Thompson/Okanagan Region
Thompson Office

Mailing Address:
1259 Dalhousie Drive
Kamloops BC V2C 5Z5

Telephone: 250 371-6200
Facsimile: 250 828-4000



Arsenault Environmental Consulting Ltd.

21 January 2020

Proposal No. 19-34

Gary Out
(gary@65plusliving.com)
International Seniors Community Inc.
577 Palmerston Avenue,
Toronto, ON, M6G 2P6

SCOPE OF WORK AND COST ESTIMATE FOR ENVIRONMENTAL SERVICES RELATED TO ENVIRONMENTAL PLANNING FOR A STREAM POTENTIALLY EFFECTED BY SUBDIVISION AND HOUSE CONSTRUCTION THROUGH LOT 210, 11TH STREET, SALMON ARM, BC

Dear Gary,

As per our discussion today regarding work scope and project staging, Arsenault Environmental Consulting Ltd. (Arsenault) is pleased to provide the following *revised proposal* for environmental planning services to International Seniors Community Inc. (the Client). This revision is partly based on the results of a meeting and site visit conducted during 08 January 2020. The services specifically relate to conducting an assessment of a small drainage that presently passes diagonally through Plan B4487, Lot 210, and beside Lot 70, 11th Street SE, Salmon Arm, BC (the Property).

Arsenault has over 27 years of environmental consulting experience, 21 years of consulting experience in the Shuswap region, and has direct experience in Salmon Arm.

1:0 PROJECT UNDERSTANDING

Arsenault understands that the work proposed by the Client is to subdivide lots 70 and 210 of Plan B4487 (the Property) and potentially realign or culvert the lower portion of a stream. City of Salmon Arm mapping indicates that a stream bisects Lot 210. Our Property visit confirmed the presence of a stream. Local residents indicated to Arsenault that drainage has been altered upstream of the Property and that what used to be an ephemeral stream now flows year-round. Arsenault discussed the potential to realign portions of the drainage with Kevin Pearson, Director of Planning at the City of Salmon Arm on 20 September 2017. Mr. Pearson was aware of the history of the property. He stated that the City considers the drainage a stream, which



would require a Riparian Areas Regulation (RAR) assessment. He agreed with the concept of stream realignment, with enhancement and retention of trees as much as possible, under provincial permission. The City would be a referral agent for an application to the province. Once the lower portion of the drainage is approved to be realigned, a subdivision application can be made, triggering the need for a RAR assessment of the new stream alignment. General buffer distances can be worked into the development plan.

An application to subdivide property containing environmentally sensitive features triggers the requirement for a development permit (K. Pearson, pers. comm., 2017). A RAR assessment report would be required to support a subdivision application. Although the drainage is not mapped as a stream on Map 5.2 from the Salmon Arm Official Community Plan, a note on the map indicates that inventory is incomplete.

The following sections outline the scope of work for Arsenault to complete these tasks.

Task 1 –Environmental Assessment of Property

An environmental assessment will layout environmental constraints and opportunities on the Property. This includes valuable tree clusters, wildlife corridors, aesthetic views, and riparian buffers. Information collected during this task can be used for environmental planning throughout the duration of the project.

A RAR report may be required to support the subdivision application. The RAR assessment would be conducted on the existing stream alignment. A report will be submitted to the client. Arsenault would require copies of other RAR assessments completed for the Property. These will help to keep the RAR assessment cost down. This preliminary RAR assessment report would not be submitted to the Province unless stream realignment turns out to not be a desired option. A call will be made to the Province to inquire about the feasibility of realignment of part of the drainage.

If the Client wishes to realign the stream to allow for housing development on the lower portion of Lot 210, a Change Order approval from the Ministry of Forests, Lands and Natural Resource Operation and Rural Development (FLNRO&RD) under Regulation 39(1) of the *Water Sustainability Act* (WSA) will be required. Details will be required on the present stream including where the stream flow used to originate, and on the overall riparian values in the existing and potential new alignment.

The project biologist, and an assistant, would visit the Property over one day to map and record ecosystem and species data, including significant tree clusters and steep slopes. Data will be collected with a hand-held mapping-grade GPS. The assessment would include documentation of the riparian habitat, including selection of an appropriate alignment for sections of the stream. A meeting to discuss the new alignment with the Client would be beneficial.

Task 1 would provide the information required to decide whether realignment of a portion of the stream changes the feasibility of your project. If the Client decides that realignment of a portion of the stream is required, Arsenault can provide the following tasks to get you through the permitting and construction stages. The RAR report would then be updated, and submitted to the Province, after the stream has been realigned (see Task 7).

Task 2 – Realignment and Environmental Management Plan

The information obtained from this assessment will be incorporated in an environmental management plan (EMP) report that will be required to gain approval from FLNRO&RD. The plan will be presented as a concept with sufficient detail for approvals. Ponds will be considered as potential desirable features in the design to retain post-development flows equivalent to pre-development flows. The Client will be consulted on the design.

The report will provide a project description, stream realignment justification (to be provided by Client), assessment methods, effects assessment, mitigation measures, planting and enhancement designs, and a conclusion on whether the project would result in harm to aquatic habitat and a net loss or gain in environmental values.

The EMP report will also include conceptual designs for offsets and trade-offs for Environmentally Sensitive Area (ESA) encroachment (including tree clusters). GIS maps will be provided that will show ESAs and enhancement areas. A detailed topographic survey of the existing stream and the potential realignment route will be required from the Client.

Task 3 – WSA Permit Application

Changing the path of a stream will require approval from the Water Management Division at the Ministry of FLNRO&RD. Arsenault will prepare and submit a WSA Change Order application on your behalf. The Client will need to provide a letter of permission in order for Arsenault to act on your behalf. The Client will also need to provide a \$250 permit fee (not included in budget estimate) to FrontCounter BC.

Task 4 – Permit Facilitation, Meetings and Project Management

Task 4 provides time for permit facilitation, meetings, and project management. Arsenault will meet with FLNRO staff from Kamloops at the Property and follow up with phone calls and emails, if required. Arsenault assumes that one meeting will be required with the Client and potentially one with City staff. In addition, there are likely to be numerous phone calls and emails to the Client, FLNRO&RD, as well as to the City.

Project management bridges all tasks and is an important part of getting a project done on time and within budget. Arsenault will communicate budget and timelines with the Client on a monthly basis, at time of invoicing or sooner.

Task 5 – Environmental Monitoring of Realignment

Environmental monitoring will be a requirement from the Province and City during construction of the new stream channel and potentially during construction of the sub-division, especially during diversion of water out of the existing channel. Salvage may be required if aquatic species could perish during drying out of the existing channel. Effort for monitoring cannot be estimated at this time. Arsenault will be pleased to provide a detailed cost estimate for monitoring, and maybe even construction supervision, after the WSA permit is received. As a rough estimate for budgeting one should allow for \$13,700 for environmental services during construction.

Task 6 – RAR Update and Environmental Compliance Monitoring

An uploaded RAR and monitoring are general requirements of Development Permits and recommendations for an appropriate monitoring program are required in the RAR report. The

RAR report will be updated with the new stream alignment section and setbacks overlaid with the Client's development plan. The RAR report then has to be uploaded on the Provincial RAR Registry. Once the RAR is accepted by the Province, the City can issue their development permit. Monthly monitoring during construction, a post-construction visit, and a one-year post construction visit are required under the RAR legislation. Allow \$4,500 for an estimated budget.

2.0 COST ESTIMATE

Arsenault's charges associated with the Project will be on a time and expenses basis in accordance with the terms and conditions described in the attached Consulting Agreement, which along with this proposal would form the contract for this cost for completing tasks 1 to 3 of the scope of work outlined. Project management and permit facilitation could cost about \$[REDACTED] environmental services during construction to cover stream monitoring. The RAR assessment can be updated after the stream has been realigned and is estimated at [REDACTED] (including RAR monitoring). Arsenault expects that channel measurements will be taken from the as-built designs of the new stream channel, or during environmental monitoring of the realignment. A cost estimate breakdown is provided in Table 1 below. A detailed fee schedule can be provided at the Client's request.

Table 1: Cost Estimate for QEP and Project Management Services

| Task Description | Fees | Equipment and Disbursements | Subtotal |
|--|------|-----------------------------|----------|
| Task 1 – Inventory and Preliminary Environmental Assessment Report | | | |
| Task 2 – Stream Relocation and Environmental Management Plan | | | |
| Task 3 – WSA Permit Application | | | |
| Sub Total | | | |
| Task 4 – Permit Facilitation, Meetings and Project Management | | | |
| Task 5 – Monitoring of Realignment | | | |
| Task 6 – RAR Update and Post-construction Monitoring | | | |

*Tax not included. Disbursements includes 10% fee. Costs for tasks 5 and 6 are at Client's request.

A 60% retainer of tasks 1 to 3 will be required.

Assumptions

- Arsenault assumes that the Client will commence with this scope of work within two-months. This work scope and cost estimate is valid for 60 days.
- Construction-related service cost estimates are rough estimates in this work program.
- The RAR re-assessment and monitoring (Task 6) will be required once the stream has been relocated, and is provided for budgeting purposes. Arsenault assumes that the

RAR re-assessment, and notification to the Province via the RAR Notification System, may be required prior to issuance of a development permit.

- The Client will provide digital base mapping of the Property with property boundaries and easements, etc.

3.0 SCHEDULE

Arsenault will commence with tasks 1 and 2 upon receiving the signed Consulting Agreement and retainer. We would expect to have Task 1 completed within three weeks and tasks 2 and 3 completed within 10 weeks after receipt of the signed contract. WSA permit approvals can take about 120 days to process, depending upon the complexity of the project.

4.0 CLOSURE

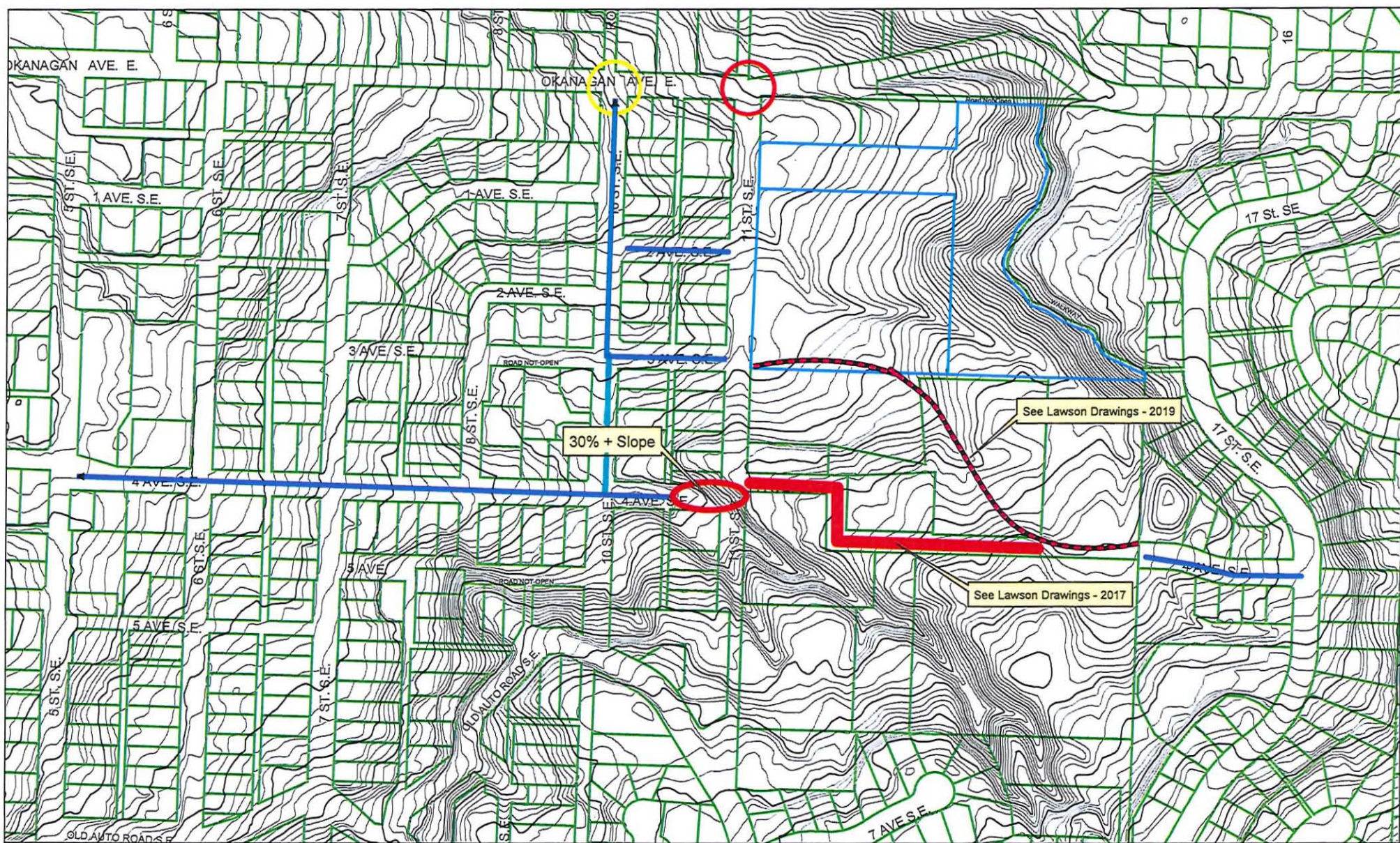
We trust the information contained in this proposal meets your requirements at this time. Should you wish to proceed with this work, please sign and return the Consulting Agreement. A retainer of \$4,500 will be required. If you have any questions, please call the undersigned at 250-300-9206.

Regards,



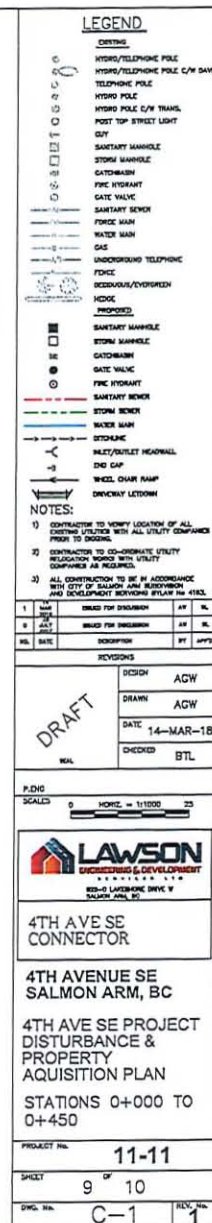
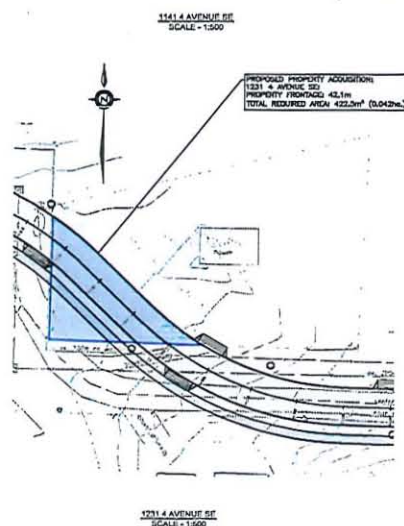
Darryl Arsenault, M.Sc., R.P. Bio.
Senior Fisheries Biologist

Attachments: Consulting Agreement



 Subject Properties









*Memorandum from the
Engineering and Public
Works Department*

TO: Kevin Pearson, Director of Development Services
 DATE: 29 April 2020
 PREPARED BY: Chris Moore, Engineering Assistant
 OWNER: 604895 BC Ltd. 1860 – 20th St SE, Salmon Arm, BC, V1E 4N2
 APPLICANT: Green Emerald Construction/ Gary Arsenault
 SUBJECT: ZONING AMENDMENT APPLICATION FILE NO. ZON-1171
 LEGAL: Lot 1 Section 13 Township 20 Range 10 W6M KDYD Plan KAP54150
 AND That Part of Lot 1 Shown on Plan B4487; Section 13 Township 20
 Range 10 W6M KDYD Plan 1521
 CIVIC: 70 – Street SE and 210 - 11 Street SE

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

At rezoning stage, the owner shall provide the City with a Road Reserve for 4 Avenue SE, on the subject property's southern boundary. The Road Reserve will be up to 20m width, aligning with existing 3 Avenue SE (extent to be confirmed by a BCLS). The City will pay fair market value for the Road Reserve.

As a condition of rezoning the Owner / Developer shall undertake an updated Traffic Impact Assessment (TIA). This shall include a Traffic Generation Analysis based on the highest and best use for the proposed zoning. Recommendations from the updated TIA may result in additional road improvement requirements. Prior to completion of rezoning a covenant shall be registered on title specifying that the requirements of the TIA are to be fulfilled prior to any further development.

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

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1171

29 April 2020

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6. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.
8. For the off-site improvements at the time of 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 subdivision approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.

Roads / Access:

1. The limitations of the Okanagan Avenue East /11 Street SE intersection are documented in the Hamilton Associates Traffic Review dated April 2, 2003. However, this report did not include a full Traffic Generation Analysis and an updated Traffic Impact Assessment (TIA) will be required. The TIA shall include a Traffic Generation Analysis based on the highest and best use for the proposed zoning and the recommendations from the updated TIA may result in additional road improvement requirements.
2. 11 Street SE, on the subject property's western boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS).
3. 11 Street SE is currently constructed to an Interim Local Paved Road standard. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and underground hydro and telecommunications. Owner / Developer is responsible for all associated costs.
4. An undeveloped portion of Okanagan Avenue SE, on the subject property's northern boundary is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that no additional road dedication is required (to be confirmed by a BCLS). No vehicle access will be permitted to the Okanagan Avenue SE frontage and a covenant to this effect should be registered on title. No upgrades are required at this time.
5. 4 Avenue SE, on the subject property's southern boundary is designated as a Urban Local Road. Upgrading to an Urban Local Road Standard is required, in accordance with Specification Drawing No. RD-2. As this work is considered premature, the developer will be required to pay to the City a cash in lieu payment, equivalent to the cost of construction of 50% of 4 Avenue SE along the subject property's frontage prior to development. Construction costs shall include, but not be limited to, road widening and construction, curb & gutter,

ZONING AMENDMENT APPLICATION FILE NO. ZON-1171

29 April 2020

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sidewalk, boulevard construction, street lighting, fire hydrants, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

6. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway. Drainage course shall not be located within boulevard.
7. A trail connection is required to be dedicated and constructed as shown in the OCP Bylaw No. 4000. Dedication shall be a minimum of 3.0m wide. Trails to be constructed as per Specification Drawings Nos. CGS 8 -10.
8. Internal roadways are to be a minimum of 7.3m measured from face of curb. Truck turning movements shall be properly analysed to ensure internal road network will allow emergency and service vehicle access.

Water:

1. The subject property fronts a 200mm diameter Zone 2 watermain on Okanagan Avenue SE and 150mm on 11 Street SE. Upgrading of the 150mm diameter watermain on 11 Avenue SE to 200mm along the subject property's frontage will be required. All internal mains to be looped. A stub has been previously been installed on the 200mm watermain on Okanagan Avenue SE for use by proposed development.
2. Since the section of watermain on 11 Avenue SE from the subject property to Okanagan Avenue will remain undersized, the Owner / Developer's authorized engineer is to complete a flow test on the closest fire hydrant to confirm that this existing watermain is adequately sized to provide fire flows in accordance with the requirements of the Subdivision and Development Servicing Bylaw No 4163. If the existing watermain has insufficient capacity to meet the required fire flow, the Owner / Developer will be required to upgrade this section of watermain to 200mm also.
3. Records indicate that 70 & 210 11 Street SE are serviced from the 150mm diameter watermain on 11 Street SE by services of unknown size. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The proposed development is to be serviced by single metered water service connection (as per Specification Drawing No. W-11), adequately sized to satisfy the proposed. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Fire hydrant installation will be required. Owner / Developer's engineer shall review the site to ensure placement of fire hydrants meet the medium / high density spacing requirements of 90 meters.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1171

29 April 2020

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Sanitary:

1. The subject property is at the easterly termination of a 200mm diameter sanitary main on 11 Street SE. No upgrades are anticipated at this time.
2. The proposed development is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. Records indicate that the 70 & 210 11 Street SE are serviced by 100mm services from the sanitary sewer on 11 Street SE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. Developer to extend sanitary main internally as well as extending the sanitary mains in such a manner as to be provide servicing for properties to the south-east. Sanitary mains shall be sized with capacity for external post development flows. Developer would be entitled to register a Latecomer's Agreement to recoup costs should any over sizing be required.
5. The City Sanitary Sewer Master Plan (2016) indicates that the downstream sanitary system has capacity concerns. Owner / Developer's engineer is required to prove that there is sufficient downstream capacity within the existing City Sanitary Sewer System to receive the proposed discharge from the development or external improvements may be required prior to development proceeding.

Drainage:

1. The subject property fronts a 450mm diameter storm sewer on its northern interior boundary, located within a 3m right-of-way. No upgrades are anticipated at this time; however, a 3m right-of-way shall be provided to increase total right-of-way width to 6m.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
4. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed lots shall be serviced each by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. There are known capacity issues downstream of the development. Owner / Developer's engineer is 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.
5. Storm infrastructure should be sized with capacity for external post-development flows. Developer would be entitled to register a Latecomer's Agreement to recoup costs should any over sizing be required.

ZONING AMENDMENT APPLICATION FILE NO. ZON-1171

29 April 2020

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6. Extension of the storm sewer along 11 Street SE will be required to provide street drainage to the frontage of the subject property, to the 4 Avenue SE connector and to the re-routed overland storm drainage. Storm sewer shall be sized with capacity for external post development flows. Developer would be entitled to register a Latecomer's Agreement to recoup costs should any over sizing be required.
7. The subject properties are crossed by a watercourse that is subject to Riparian Area Regulations. Subject to all necessary approvals including but not limited to QEP and FLNRO approvals, the Engineering Department would not object to the re-routing of the watercourse and piping of the stormwater within any City roadways.
8. Natural drainage course shall be subject to 7.16.6 of the SDSB No. 4163.

Geotechnical:

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



Chris Moore
Engineering Assistant



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

DEVELOPMENT SERVICES
PRELIMINARY BYLAW
COMMUNICATION

Your File #: ZON-1171
eDAS File #: 2020-01068
Date: Apr/15/2020

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 4378 for:
LOT 1 SECTION 13 TOWNSHIP 20 RANGE 10 W6M KDYD PLAN KAP54150
THAT PART OF LOT 1 SHOWN ON PLAN B4487; SECTION 13 TOWNSHIP
20 RANGE 10 W6M KDYD PLAN 1521
210 11 Street SE
70 11 Street SE

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

If you have any questions please feel free to call Tara Knight at (250) 833-3374.
Yours truly,

Tara Knight
Development Officer

| Local District Address |
|---|
| Salmon Arm Area Office |
| Bag 100 |
| 850C 16th Street NE |
| Salmon Arm, BC V1E 4S4 |
| Canada |
| Phone: (250) 712-3660 Fax: (250) 833-3380 |

From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Sunday, June 14, 2020 9:14 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 Shannon

Last Name Hecker

Address:

Return email address:

Subject: 11th Street SE proposed rezoning application

Body To Mayor and Council,

As a resident on 11th Street SE, I am aware that there is an application before council to rezone and develop the land currently zoned R-1 low density(30, 70, 210) to R-4 high density.

It is my understanding that the developer has indicated that there is support from neighbourhood residents in favour of the rezoning and the development. This is not the case for all residents. I am against rezoning. The artist rendering of Shuswap Village that I saw in December 2019, which the developer and the Vancouver Resource Society proposed to citizens, in no way resembles what is currently proposed to Council. The rendering may have misled the publics understanding of the development.

In theory, it would be an innovative idea to have a "live in place" eco village for seniors.
In reality, this is the wrong land for this to happen. There are no easy walking paths for walkers to the downtown core, therefore, seniors would likely have to drive, which would

increase automobile traffic on Okanagan Ave and the proposed route down 3rd avenue.

Living through a pandemic has cities all around the world reconsidering urban planning and zoning applications by developers for higher density. What we have learned from months of isolation, is that we need more green space, not less. Thriving, connected neighbourhoods with easy access to streams, forests and pathways require less density, not more.

The City of Salmon Arm has the opportunity to continue to act on its Green Ways Strategy to preserve and protect green space, support corridors for ecological connectivity and provide healthy transportation routes.

To be clear, I am not opposed to development. My main concerns and reasons for opposing R-4 zoning:

- Protecting the Riparian Zone: There is an existing stream that needs protection from being directed underground.
- Transportation considerations that will alter this already thriving and connected downtown neighbourhood.
- Lessons learned from Covid-19 outbreak: Nature heals. We need less density, not more.
- Soil sensitivity issues

Thank you for your consideration,

Shannon Hecker

Would you like a response: Yes

Disclaimer

Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.

From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Sunday, June 14, 2020 9:29 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 Mike and Laurie

Last Name DeFelice

Address:

Return email address:

Subject: R1 - R4 Zoning Application (Arsenault, Gary) / Shuswap Village

Body June 14, 2020

Dear Mayor Harrison and City Council

Re: Proposed Rezoning Change from R1 to R4 (11th Street, S.E.)

This has been a long established R1 Community and we chose this location for our home and it has been our home for 28 years. We love this area, the Community and the Forests that surround us that provide a green space that many other cities or towns would envy.

The lay of this land is not conducive to high density living due to the steep slopes, the already identified Riparian designation and the soil sensitivity issues on said property as well as the traffic safety issues for all roads and access onto Okanagan Avenue. The increase in driver's making their way downtown

would make for a myriad of twists and turns with some drivers either trying to access Okanagan from all streets below and/or off 11th Street, S.E. putting lives, and families with children, at risk. We live on a hill and for that fact, the issues are vast.

We are writing to advise that we do not support the proposed rezoning application from R1 to R4 on 11th Street, S.E. through Land Developer, Gary Arsenault whom will be addressing the Planning Committee on June 15th. For many of us, we would hope this does not go past first or second reading. We believe that this area should remain R1 to be better suited for larger lots for single family dwellings with Park Space.

We would like to take this opportunity to have Council meet with the residents on 11th Street, S.E. to view the property and address their concerns and are open to coordinating this at any time

Thank you for your time and consideration.....

Respectfully,

Mike and Laurie DeFelice
(250-803-1522 – Mike's Cell)

Would you like a response: Yes

Disclaimer

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Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Sunday, June 14, 2020 9:36 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 Janet

Last Name Naylor

Address:

Return email address:

Subject: Rezoning of property 70 and 210 11th St. SE

Body Dear Mayor Harrison and City Council

I understand that at the Planning Committee meeting of June 15, Gary Arsenault will be giving a presentation on the development he envisions on 11th St. SE., advertised as Shuswap Village. I would like to state that I would like the zoning to remain R1. The whole area is single family residential. Any development needs to keep to the spirit of the area. People bought their properties here because of the area. In December, I wrote a list of questions about this development to you and received a very explanatory reply from Kevin Pearson. I also met separately with Mayor Harrison and Kevin Pearson. I felt that I was listened to and I understood more about the process. Thank you to both. My main concerns were that we keep the creek and maintain the look of the street, with all its trees. The development itself actually looked promising, if development had to happen. There were public meetings to show us what the company was thinking of building. I would say the response to the idea was positive. The conceptual drawings showed houses with space between them, a community building with various activities,

including a swimming pool, paths around the property, green space etc. The advertising is for bungalow style homes. We were told that this was just an artist's rendering, but it was certainly made to be appealing. I spoke against the site, not the idea, because I do not think this site is suitable for seniors. In the six months since then, I can't believe how different the proposal appears! It looks like there could be 120 units, some of which are three stories high. They are all crammed together and I no longer get that sense of openness or community. The developer is already assuming that the creek will be put into a drainage canal of some sort.

The developer has been talking with various people in the neighbourhood, and I feel that rumours are flying. We hear that the Septs and Mr. Cuisson have already sold their properties to the developer. We have heard that many people have signed a statement that they are totally in agreement with this proposal. How can that be, when we don't really know what the proposal is? Zelda, who lives at the corner of 4th and 11th, has felt very pressured to sell her property, or to give a right of way for the road. She was packing boxes in anticipation of having to move out by this summer. She is afraid she will be forced to move. Barb Hughes, who lives on the property, and has rented there for at least 45 years, hears very little first hand and has to rely on others to tell her what is happening. Where is the concern for these seniors?

I understand the traffic needs are being addressed. But unless you live on this street, you can't truly understand that even opening up 3rd or 4th Ave. will not help the problem. People will try to go downtown using the intersection of 11th and Okanagan, which is a blind hill. We are talking of adding a considerable number of cars to an already dangerous corner. The other routes require going slightly out of the way, which people tend not to like to do. This development will put far too many cars on the street. And yes, seniors do drive a lot! I, like many of the people who attended the presentations in December, think the village idea sounds good. I really don't think this is the site. This site would be better suited to 20 big lots for single family homes, with a park area included.

Personally, I feel that the developer is really not sure of what his final project is going to look like. If he receives R4 zoning, with the difference in plans we have seen in six months, what can we expect by the time building commences?

I understand we will have time to say our piece if this comes to a public hearing. My hope is that it will not pass the first two readings. Please feel free to come for a walk on our property, where the creek flows through on its way to the subject property.

Thank you,
Jan Naylor

Would you like a response: Yes

Disclaimer

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CITY OF SALMON ARM

BYLAW NO. 4378

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 Salmon Arm Recreation Centre Auditorium, 2600 10 Avenue NE,, Salmon Arm, British Columbia, on _____, 2020 at the hour of 7:00 p.m. was published in the _____ and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone that 5,140 m² portion of Lot 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP54150 from R-1 (Single Family Residential) to R4 (Medium Density Residential); and that part of Lot 1 shown on Plan B4487, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1521 from R-1 (Single Family Residential) to R4 (Medium Density Residential); 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. 4378"

READ A FIRST TIME THIS DAY OF 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

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

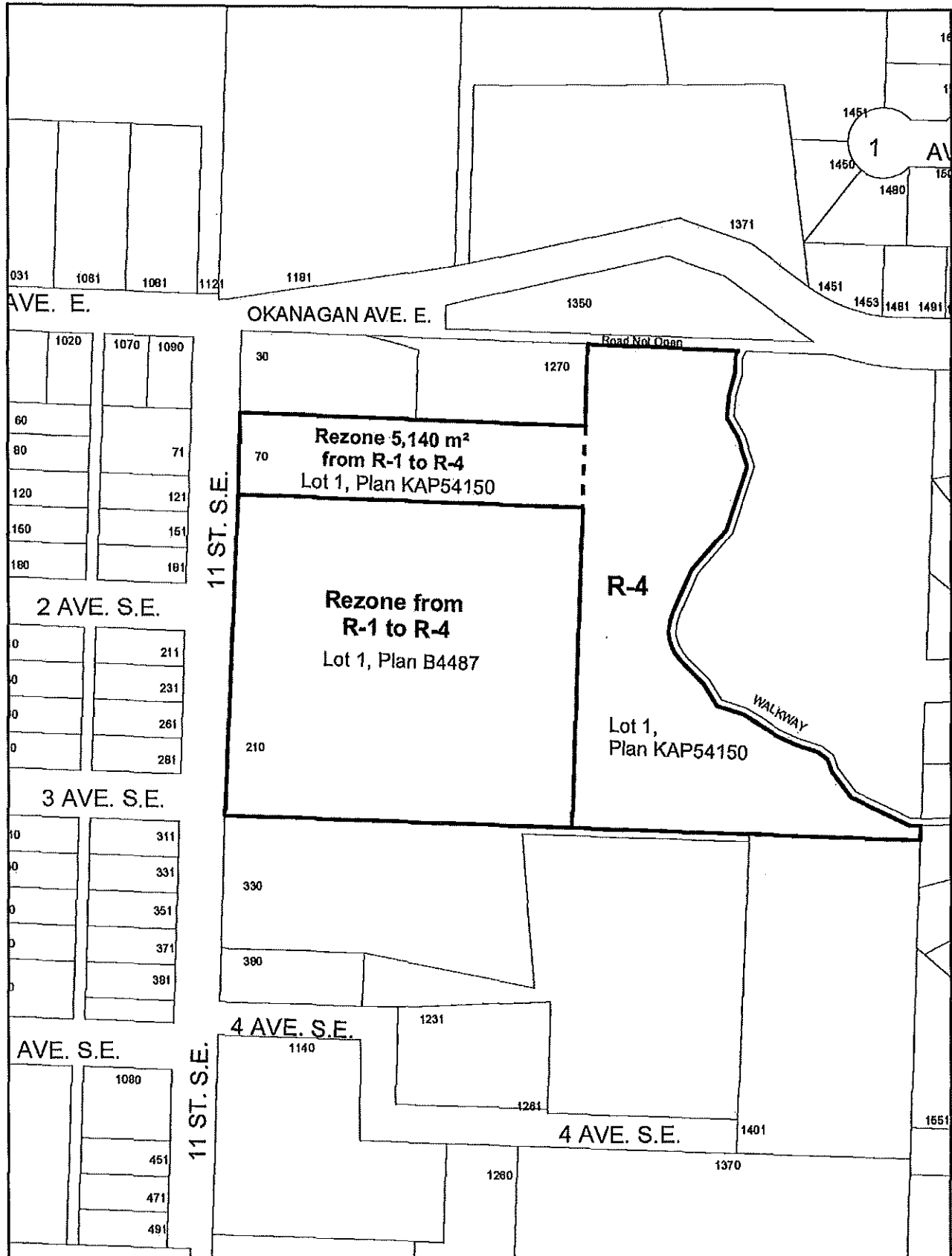
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 11.1

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor

Seconded: Councillor

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*, Council has considered 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: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393 be read a second time;

AND FURTHER THAT: the Public Hearing, be held at the Salmon Arm Recreation Centre on July 13, 2020.

[OCP4000-42; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; CC to HR]

Vote Record

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

Opposed:

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



TO: His Worship Mayor Harrison and Members of Council

DATE: May 25, 2020

SUBJECT: Official Community Plan Amendment Application No. OCP4000-42
Zoning Amendment Application No. 1175

Legal: Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392,
Except Plan EPP88691
Civic: 220 Okanagan Avenue SE
Owner: Edelweiss Properties Inc.
Applicant / Agent: Timberline Solutions / J. Baer

MOTION FOR CONSIDERATION

- THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, Except Plan EPP88691 from CC (City Centre Commercial) to HR (High Density Residential);
- AND THAT: Pursuant to Section 475 of the *Local Government Act*, Council shall consider 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 shall consider 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, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392, Except Plan EPP88691 from C-2 (Town Centre Commercial Zone) to R-5 (High Density Residential Zone);
- AND FURTHER THAT: Final Reading of the Zoning Amendment Bylaw be withheld subject to:
- 1) Ministry of Transportation and Infrastructure approval;
 - 2) Registration of a Section 219 Land Title Act restrictive covenant, restricting five residential dwelling units to rental units located on the subject property (220 Okanagan Avenue SE; and
 - 3) Adoption of the associated Official Community Plan Amendment Bylaw.

STAFF RECOMMENDATION

The Motion for Consideration be adopted.

BACKGROUND

The civic address of the subject property is 220 Okanagan Avenue SE. The property is located at the corner of Okanagan Avenue SE and 2nd Street SE, near the Trans Canada Highway (Appendices 1 & 2). The owner and applicant wish to convert the lower floor of commercial space into 2 residential dwelling units. The applicant has submitted a site and a proposed lower floor plan (Appendix 3). Site photos are attached as Appendix 4. In 2018 a 2-storey building was constructed with 180 m² (1935 ft²) of commercial space on the lower floor and two residential units, approximately 75 – 85 m² (820 – 900 ft²) on the upper floor. Although the 3 upper floor dwelling units have been rented, the lower commercial space has been vacant since the building was constructed in 2018. Only upper or lower floor dwelling units, not both, are permitted in the C-2, Town Centre Commercial Zone. To convert the building to a residential building and eliminate commercial space on the lower floor, both an OCP and a zoning amendment are necessary. This application proposes to change the OCP designation from CC (Commercial City Centre) to HR (High Density Residential); and, a Zoning Amendment, to change the zoning from C-2, Town Centre Commercial Zone to R-5, High Density Residential Zone. OCP and zoning maps are attached as Appendices 4 & 5.

Land uses adjacent to the subject parcel include the following:

North: Okanagan Avenue SE, C-2, Town Centre Commercial
South: Single family dwelling, C-2, Town Centre Commercial
East: Laneway & multi-family residential, R-5, High Density Residential
West: 2nd Street SE, C-2 Town Centre Commercial

Originally the subject property, along with the two adjacent properties to the south were designated as High Density Residential and zoned R-1, Single Family Residential. In 2012, OCP and Zoning Bylaw Amendments were adopted which changed the OCP designation and zoning to it's present state, Commercial City Centre and C-2 Town Centre Commercial Zone respectively. A Development Permit was approved for the existing 2-storey mixed use building for the subject property, subject to conditions in 2013 and the Development Permit was issued in 2018. There was no further development on the two adjacent properties to the south (20 & 30 – 2 Street SE) as the owner of the property changed their development plans.

OCP POLICIES

This application proposes to reverse the OCP designation on the subject property back to its original designation of High Density Residential. This property borders the boundary between City Centre Commercial and High Density Residential. OCP Policy 8.3.19 supports high density residential developments in areas with good access to the following:

- transportation routes, including transit, trails and sidewalks, and roads;
- recreation, parks and open space;
- community services, e.g., commercial uses, schools.

Section 475 & 476– Local Government Act

Pursuant to Section 475 and 476 of the Local Government Act (consultation during OCP development / amendments), the proposed OCP amendment was referred to the following external organizations:

| | |
|-------------------------------|---------------------|
| Adams Lake Indian Band: | No response to date |
| Neskonlith Indian Band: | No response to date |
| Economic Development Society: | No response to date |
| School District No. 83: | No response to date |

Section 477 – Local Government Act

Pursuant to Section 477 of the Local Government Act (adoption procedures for official community plan), after first reading, the OCP amendment bylaw must be considered 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.

COMMENTSEngineering Department

No Engineering Department concerns.

Building Department

No concerns from a building point of view. Architect required if there are 5 or more dwelling units in the building. Building plans were submitted by Marc Lamerton Architect for the existing building.

Fire Department

No Fire Department concerns.

Planning Department

The location of the property is just south of the Trans-Canada Highway and borders the downtown commercial area to the north and the residential area to the south. The property is centrally located and provides good access to amenities in the downtown core in a neighbourhood which ranges from low density, single family homes to higher density multi-family residential developments.

A covenant prohibiting some commercial uses that were considered non-compatible in this transitional area between the Town Centre commercial area and the residential area was a condition to rezoning the parcel to C-2 in 2013. Because the property is located in this transitional area, changing the designation and rezoning the property back to residential is supported based on its location.

The maximum density permitted in the R-5 zone is 100 dwelling units or 40.5 dwelling units per acre. With a density bonus the maximum density increases to 130 dwelling units per hectare or 52.6 dwelling units per acre. With R-5 zoning, the maximum density on this property would be 4 dwelling units or 5 units with a density bonus. To qualify for a density bonus, a special amenity of rental units is proposed to be provided and secured in perpetuity by a Section 219 Land Title Act Covenant. The owner of the property is agreeable to the requirement for a covenant, see Appendix 7.

Unfortunately, the setbacks are significantly different between commercial and residential zoned properties. Under the current zoning, C-2 Town Centre Commercial, the maximum parcel or site coverage can be 100% of the parcel or site area and no setbacks. Under the proposed R-5, High Density Residential zoning, the maximum parcel coverage is 55% of the parcel area for all buildings, 70% if there is underground parking which is not applicable in this situation. The specified setbacks for principal buildings in the R-5 zone are: 5.0 m for front, rear and exterior parcel lines; and, 2.4 m for interior parcel lines. The existing building does not meet any of the required R-5 setbacks, see attached survey attached as Appendix 8. Therefore, it should be noted that if the property is rezoned to R-5, the building will have the status of legal, non-conforming with respect to parcel coverage and setbacks and subject to Section 529, of the Local Government Act (Non-conforming structures: restrictions on maintenance, extension and alteration).

With respect to parking requirements, the existing 6 parking spaces will meet the parking requirements as specified in the Zoning Bylaw. In this scenario, fewer parking spaces are required with R-5 zoning as compared to C-2 zoning; 1.25 off-street parking spaces are required under R-5 zoning and under C-2 zoning the parking requirements are based on gross floor area and the commercial use. A parking

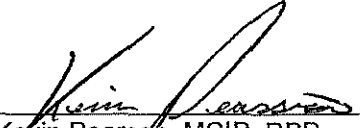
variance was not required with the original Development Permit for the building because the property was included in the Downtown Specified Parking Area (Bylaw No. 4007) and the parking requirements are further reduced from 1.25 parking spaces to 1 parking space per dwelling unit because the property is included in the Downtown Specified Parking Area. Therefore, the existing 6 parking spaces is sufficient for the proposed 5 dwelling units.

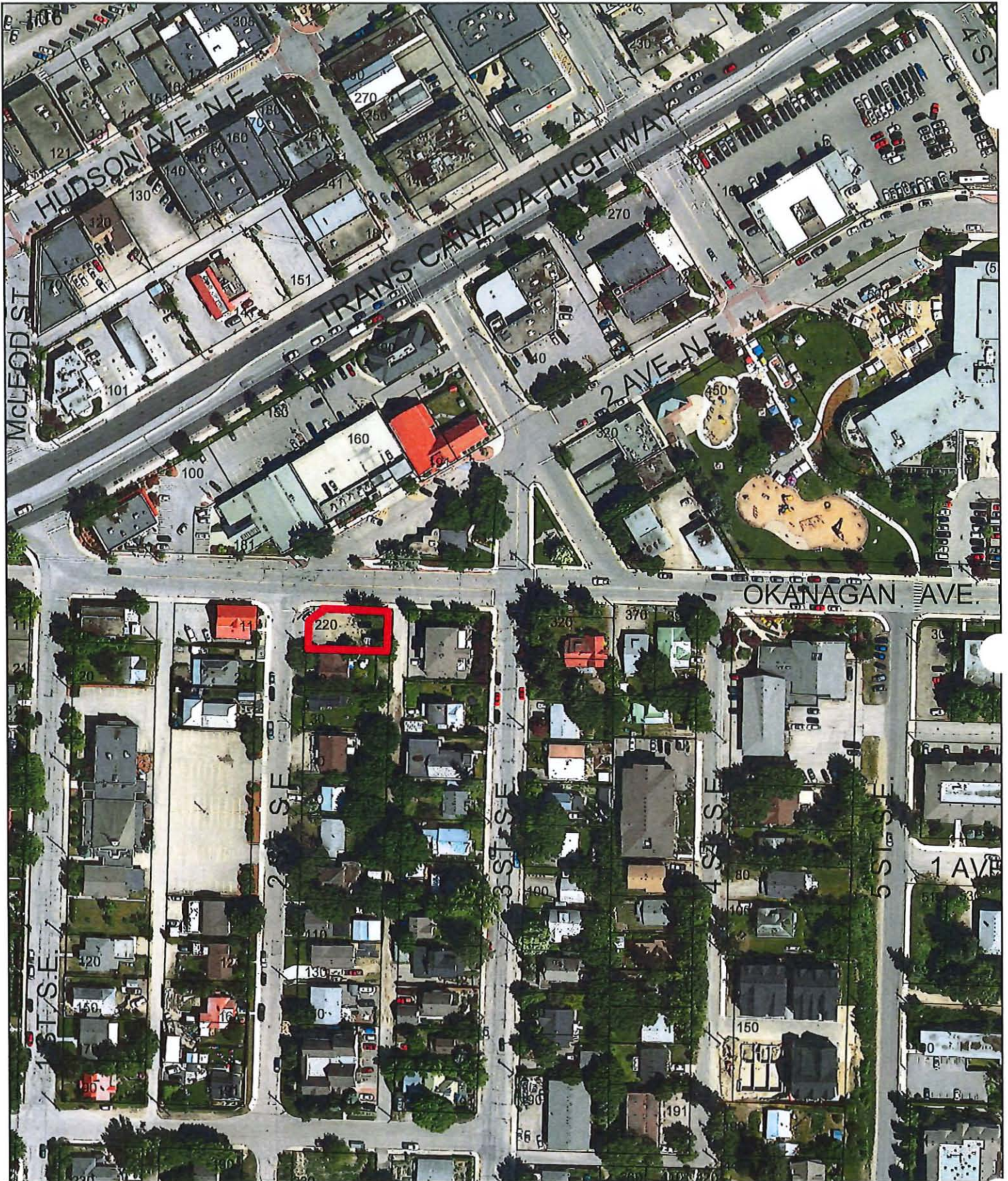
CONCLUSION

This OCP & zoning amendment application proposes to revert the subject property from commercial back to residential to facilitate the conversion of lower floor commercial space to 2 residential dwelling units. The primary reason for the proposal is because the owner has been unable to lease the commercial space.

The property is located in a transitional area bordering the downtown commercial area to the north and the high density residential area to the south. The location of the property is supportive of this proposal. In addition, the density and parking provisions of the R-5 zone can be achieved. However, there are some implications with regards to parcel coverage and setbacks that will leave the property with a legal, non-conforming status should the OCP and zoning amendments be adopted:


Denise Ackerman
Planner, Development Services Department


Kevin Pearson, MCIP, RPP
Director of Development Services



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Meters



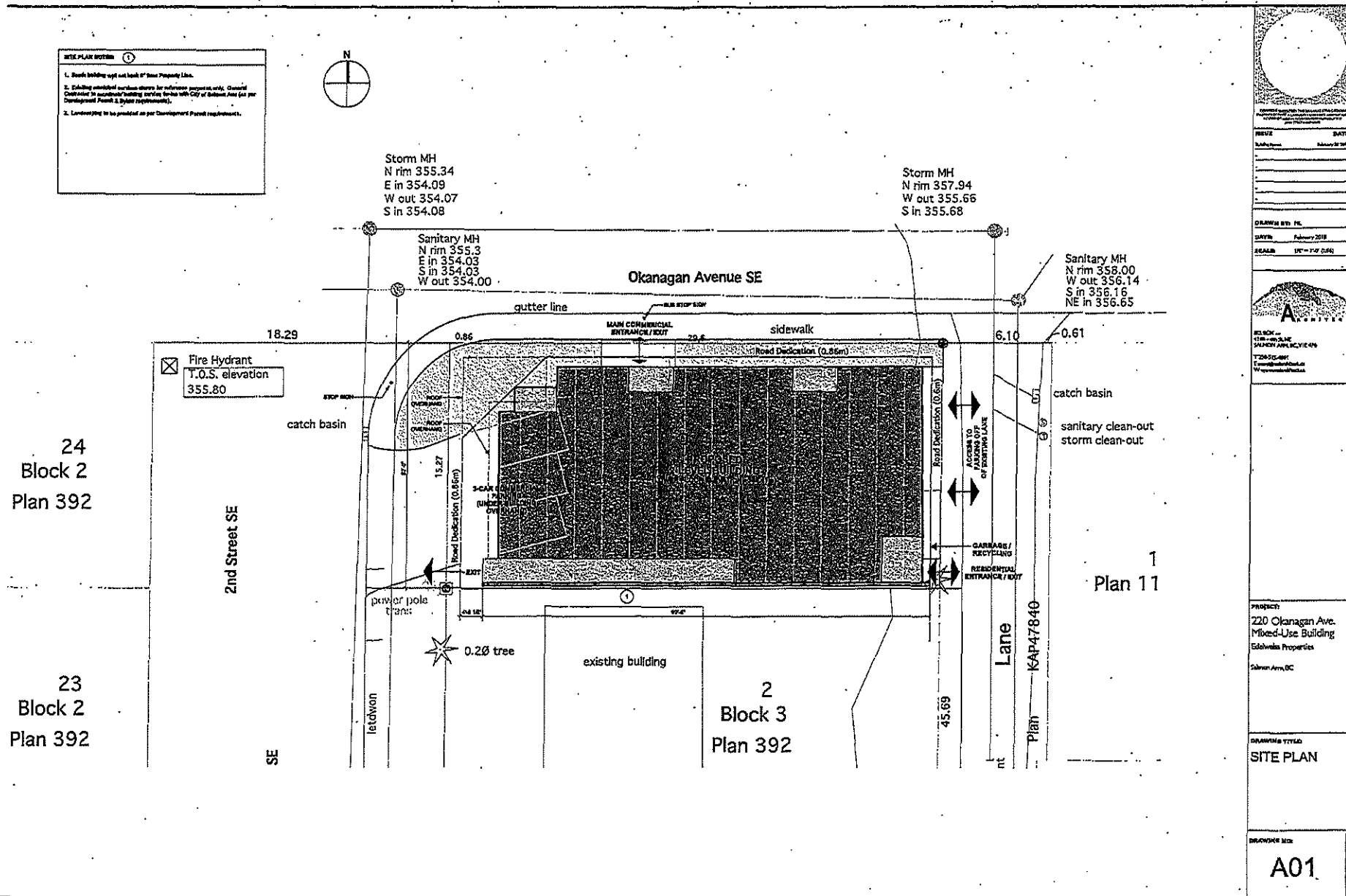
Subject Parcel

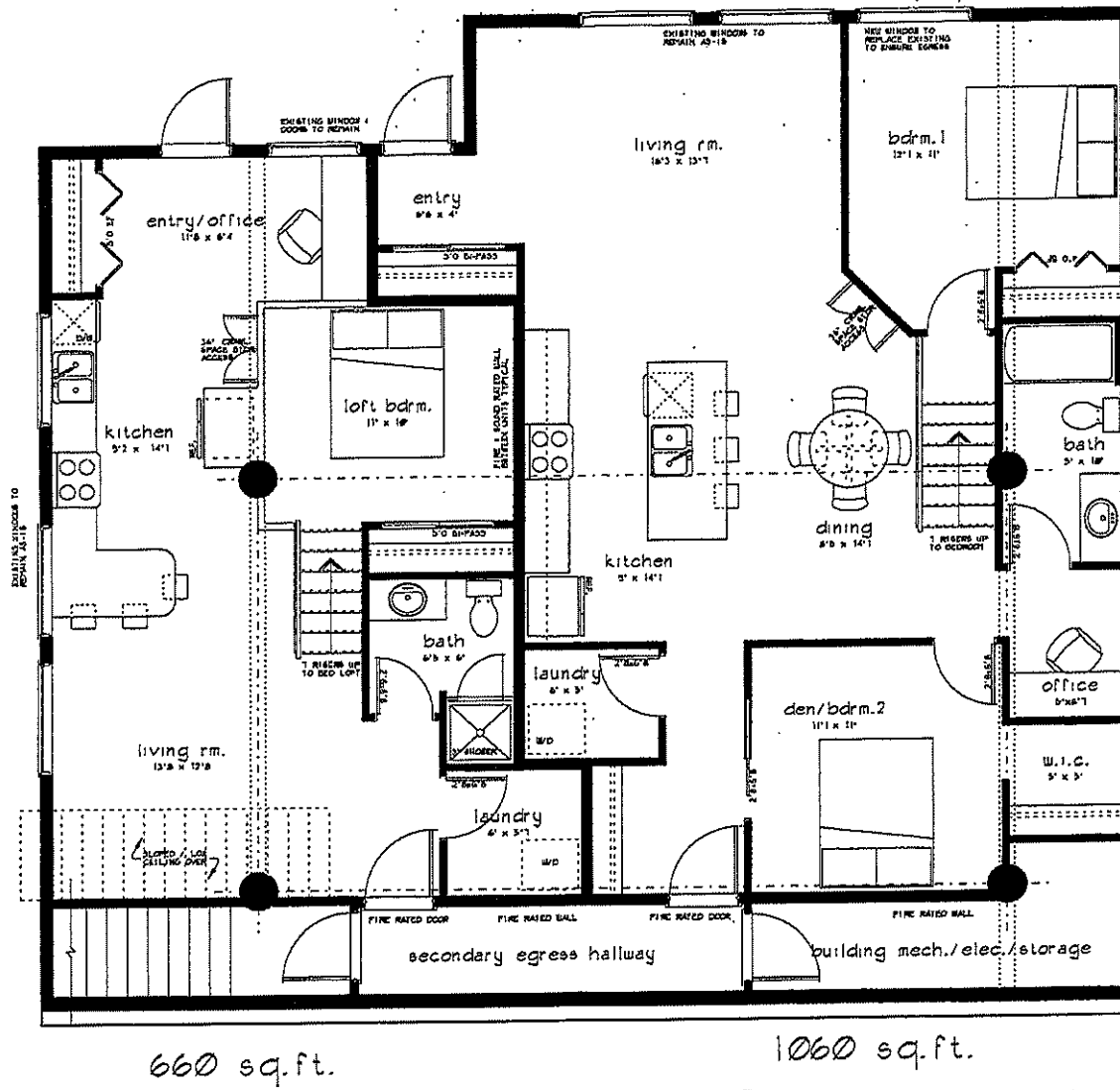


0 1.25 2.5 5 7.5 10
Meters



Subject Parcel







View of subject property looking east (from 2nd Street SE)



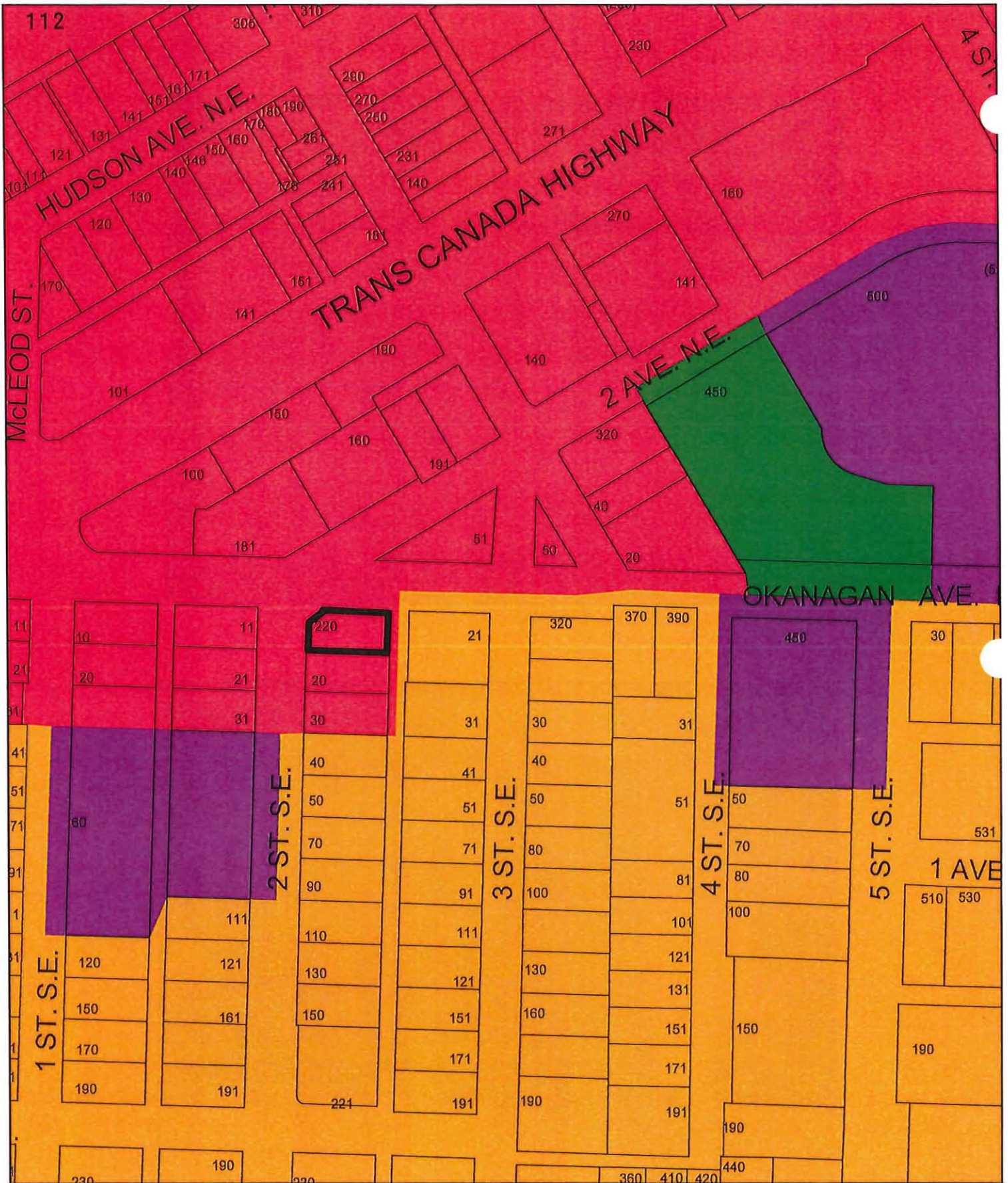
View of subject property looking west (from laneway)



View of subject property looking south (from Okanagan Avenue SE)



View of subject property looking northwesterly (from laneway)



Subject Parcel

0 510 20 30 40

Meters

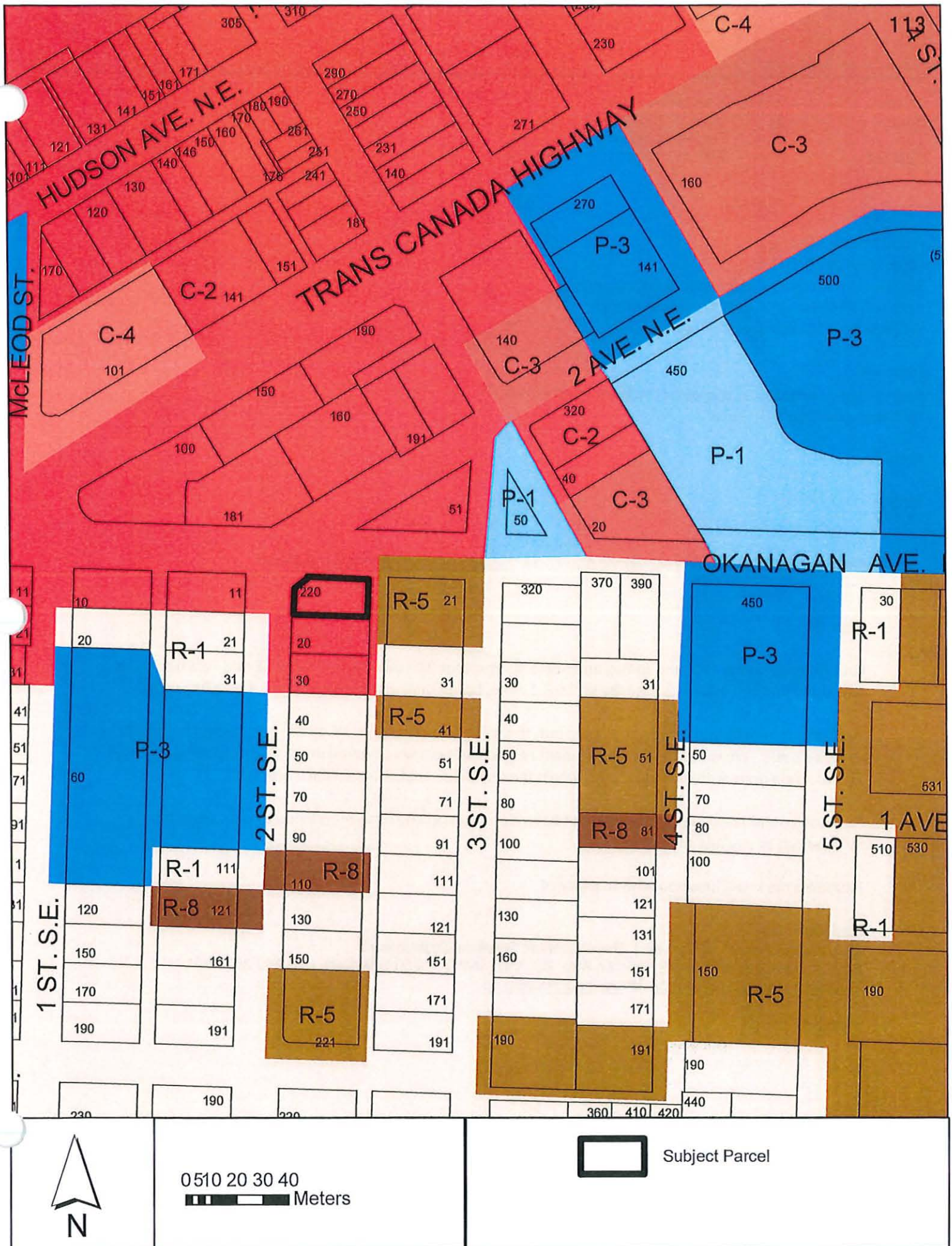


Commercial City Centre

High Density Residential

Institutional

Park



Denise Ackerman

From: Denise Ackerman
Sent: May-27-20 3:26 PM
To: Denise Ackerman
Subject: FW: 220 Okanagan Avenue SE

From: Jordan Baer
Sent: May-15-20 2:37 PM
To: Denise Ackerman <dackerman@salmonarm.ca>
Cc: Kevin Pearson <kpearson@salmonarm.ca>
Subject: Re: 220 Okanagan Avenue SE

Hi Denise
Roger is good with signing a covenant to keep them rentals.
Did I ever send you a DP letter?

Regards,

Jordan

On May 14, 2020, at 5:04 PM, Denise Ackerman <dackerman@salmonarm.ca> wrote:

Hi Jordan,

I am working on the OCP and zoning amendment report for 220 Okanagan Avenue SE and I wanted to let you know that the maximum density in the R-5 zone, based on the parcel size is only 4 dwelling units.

With bonus density you could get 5 units; but, to qualify for bonus density, all the units would be restricted to rental units. We would require a covenant restricting the units to rental units, meaning the units could not be strata units with individual titles which then could be sold as individual strata lots.

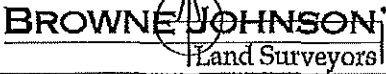
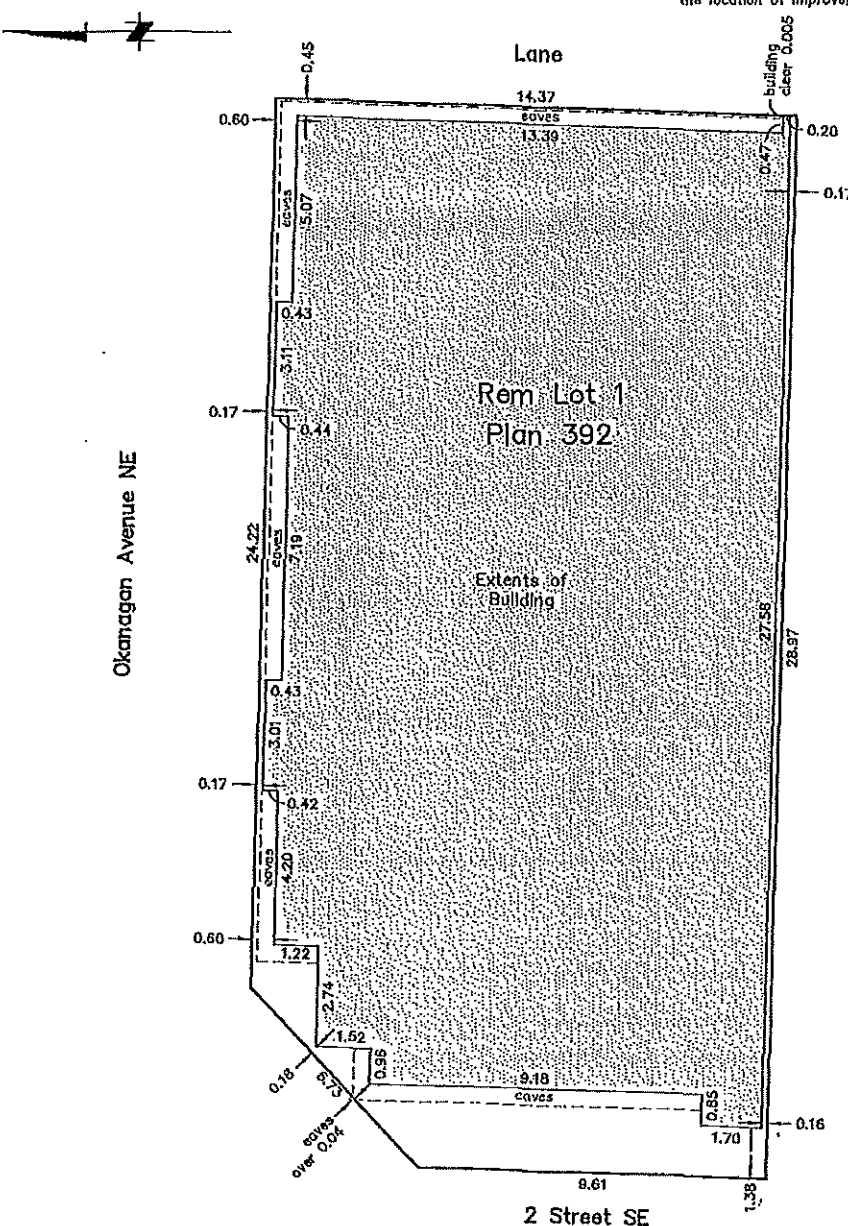
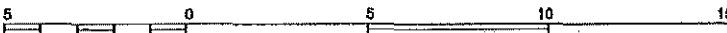
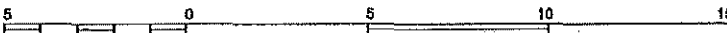
I am not sure of the owner's intention but before proceeding any further I wanted to pass along this information to you and the owner.

Please let me know how you wish to proceed.

Kind Regards,

Denise Ackerman | Planner | Development Services Department
Box 40, 500-2nd Avenue NE, Salmon Arm, BC, V1E 4N2 | P 250.803.4021 | F 250.803.4041
E dackerman@salmonarm.ca W www.salmonarm.ca

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| | | | |
|---|--|---|--|
|  | | BRITISH COLUMBIA AND CANADA LANDS Box 362, Salmon Arm, B.C. V1E 4N5 250-832-9701 office@brownejohnson.com | |
| BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE | | | |
| To: Timberline Solutions c/o Dave Ogilvie Box 532 Salmon Arm, BC, V1E 4N6 Your File: | | Re: Lot 1, Blk 3, Sec 14, Tp 20, R 10, W6M KDYD, Plan 392, Except Plan EPP88891 Parcel Identifier (PID): 012-410-438 CMc Address: 220 Okanagan Avenue, Salmon Arm | |
|  | | List of documents registered on title which may affect the location of improvements: Covenant: CA2285491 Covenant: CA6730394 | |
|  | | | |
| Scale 1:125  | | Offsets from property line to building are measured from the sheathed siding and foundation. | |
| All distances are in metres. Dimensions derived from Plan 392 | | The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document. This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property boundaries. This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 5th day of June, 2019. | |
| Joseph Johnson LYSXJ8 | | Digitally signed by Joseph Johnson LYSXJ8 Date: 2019.06.12 06:54:25 -07'00' BCLS | |
| COPYRIGHT © BROWNE JOHNSON 2019 LAND SURVEYORS All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON LAND SURVEYORS. THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY or DIGITALLY SIGNED. | | Our File: 241-19 Fb: 241-19,row | |

CITY OF SALMON ARM

BYLAW NO. 4393

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 _____, 2020, at the hour of 7:00 p.m. was published in the _____ and _____, 2020 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, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 Except Plan EPP88691 from CC (City Centre Commercial) to HR (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.

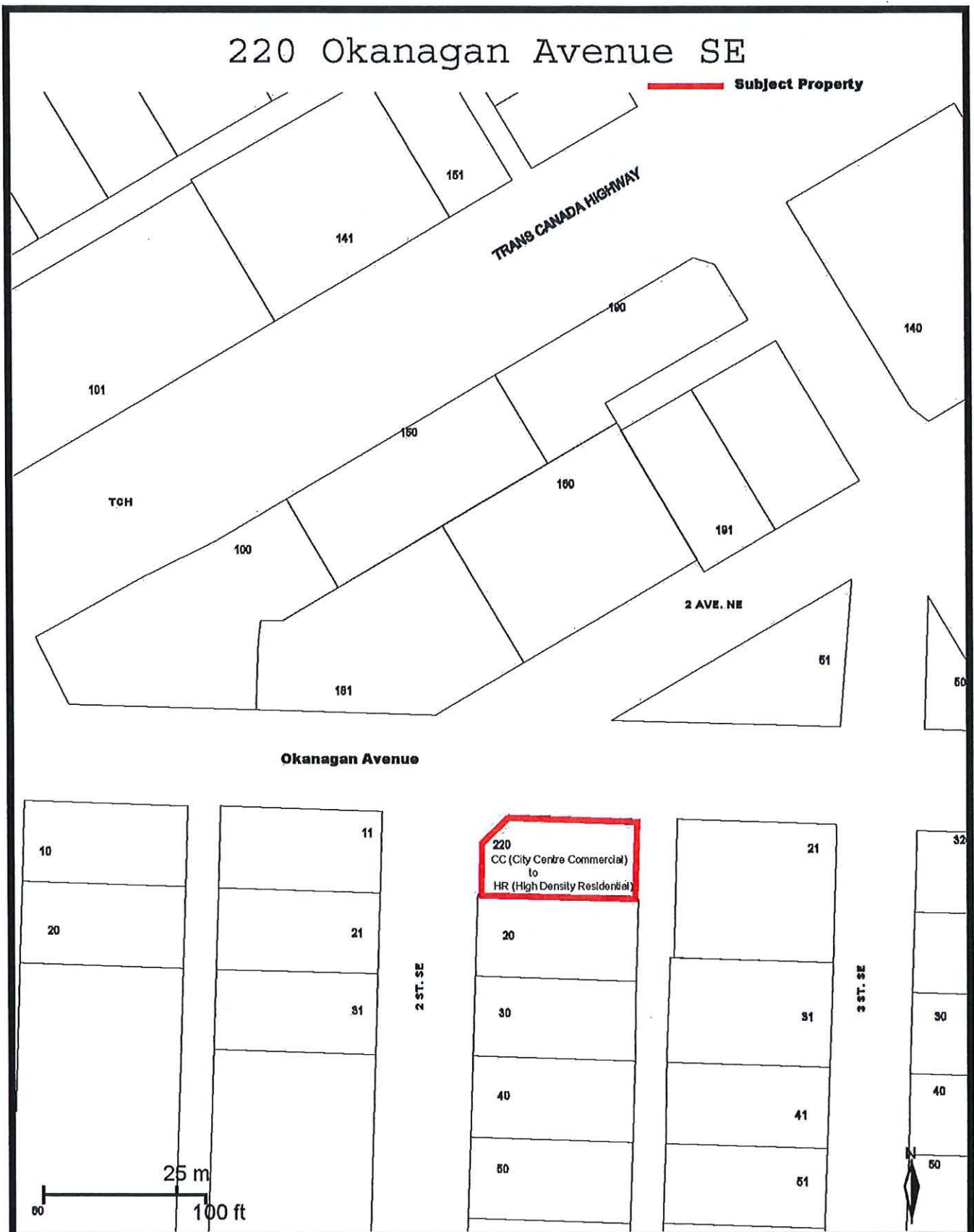
5. CITATION

This bylaw may be cited as “City of Salmon Arm Official Community Plan Amendment Bylaw No. 4393”.

| | | | | |
|-------------------------|-----|--------|------|------|
| READ A FIRST TIME THIS | 8th | DAY OF | June | 2020 |
| READ A SECOND TIME THIS | | DAY OF | | 2020 |
| READ A THIRD TIME THIS | | DAY OF | | 2020 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2020 |

MAYOR

CORPORATE OFFICER



Item 11.2

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm City of Salmon Arm Zoning Amendment Bylaw No. 4394 be read a second time;

AND THAT: final reading be withheld subject to:

- 1) Ministry of Transportation and Infrastructure approval;
- 2) Registration of a Section 219 Land Title Act restrictive covenant, restricting five residential dwelling units to rental units located on the subject property (220 Okanagan Avenue SE); and
- 3) Adoption of the associated Official Community Plan Amendment Bylaw;

AND FURTHER THAT: the Public Hearing, be held at the Salmon Arm Recreation Centre on July 13, 2020.

[ZON-1175; Edelweiss Properties Inc./Timberline Solutions/Baer, J.; 220 Okanagan Avenue SE; C-2 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. 4394

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 Salmon Arm Recreation Centre Auditorium, 2600 10 Avenue NE, Salmon Arm, British Columbia, on _____, 2020 at the hour of 7:00 p.m. was published in _____ and _____, 2020 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Block 3, Section 14, Township 20, Range 10, W6M, KDYD, Plan 392 Except Plan EPP88691 from C-2 (Town Centre Commercial Zone) to R-5 (High Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4394"

READ A FIRST TIME THIS 8th DAY OF June 2020

READ A SECOND TIME THIS DAY OF 2020

READ A THIRD TIME THIS DAY OF 2020

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

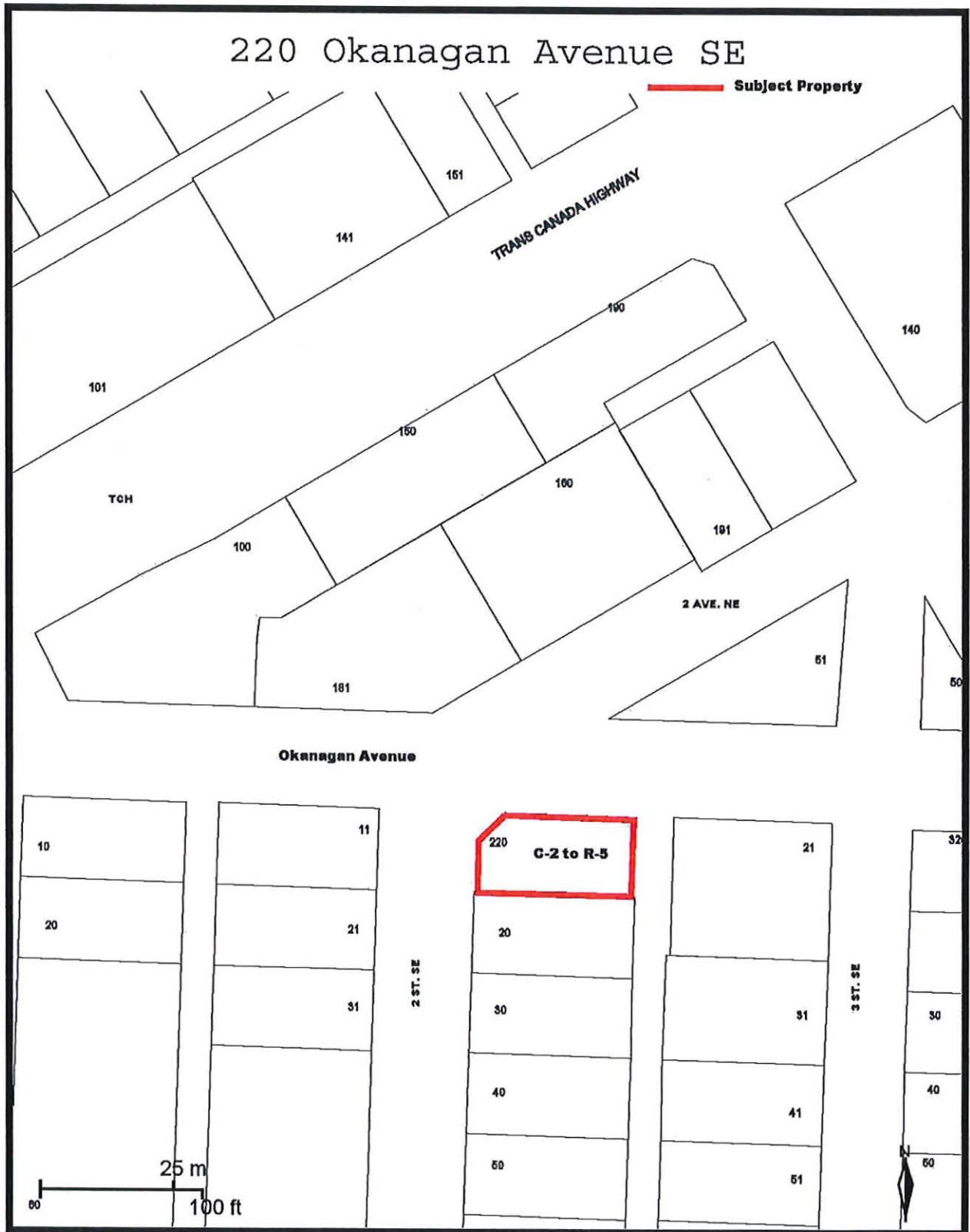
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2020

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



INFORMATIONAL CORRESPONDENCE - JUNE 22, 2020

- | | | |
|----|---|---|
| 1. | M. Croft-Steen – letter dated June 6, 2020 – Mt. Ida Cemetery | A |
| 2. | S. Ridout – email dated June 14, 2020 – 5G What you need to know | A |
| 3. | Salmon Arm Roots and Blues – email dated June 16, 2020 – ROOTSandBLUES Online Festival Experience | N |
| 4. | M. Regier, Festival Co-ordinator, Shuswap Immigrant Services Society – letter dated June 17, 2020 – Revised Plan for the Multicultural Festival | A |
| 5. | S. Seale, Shuswap Naturalist Club – email dated June 17, 2020 – Shuswap Naturalist Club Project - Removing Burdock Plants from Peter Jannink Park | A |
| 6. | Interior Health – newsletter dated June 2020 – Healthy Communities | N |
| 7. | Interior Health – news release dated June 17, 2020 – IH progress update in renewing surgeries | N |
| 8. | Senator N. Greene Raine – letter received May 2020 – National Health & Fitness Day | A |
| 9. | euroProductions Entertainment Services – email dated June 16, 2020 – Event support for your community... | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 12.2

CITY OF SALMON ARM

Date: June 22, 2020

L. Wong, Manager, Downtown Salmon Arm – letter dated June 15, 2020 –
Alexander Street

Vote Record

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

Opposed:

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



Mayor and Council
 City of Salmon Arm
 PO Box 40
 Salmon Arm, BC V1E 4N2

June 15, 2020

To Mayor and Council

Re: Alexander Street

The Salmon Arm Downtown Improvement Association at its' regular board meeting of June 10, 2020 approved the following:

Motion to approve a trial project called Alexander Plaza – a 10 week open air pedestrian mall along Alexander Street, from Hudson Avenue to Lakeshore Drive, on Saturdays beginning July 4.

Please note that Althea Mongerson abstained from voting and declared a conflict of interest.

Many communities are expanding available public street space as one way to accommodate more people, encourage more visitation by our locals, and enable physical distancing while being outdoors. Current Provincial messaging supports being outdoors while safe distancing.

In efforts to think outside the box, be creative, and approach this new reality with a different perspective, Downtown Salmon Arm is seeking support for this proposal, as an initial trial:

- Open up Alexander Street from Hudson to Lakeshore as an open-air mall to accommodate more people by redirecting vehicle traffic from 7 am - 4 pm, Saturdays, July 4 - Sept 5, with a possible extension to Oct 17 (to coincide with the Farmer's Market)
- Program select activities on the street during this time like artisan and informational booths, buskers and displays
- Create a socially connected walking route from the Downtown Farmer's Market to Alexander Street
- Support businesses who wish to set up 'sidewalk' sales, outdoor benches, or dining areas.
- Create a framework for evaluating success
- City staff to provide assistance with the street closure at 7am

We are also requesting that alcohol be permitted in this public space during the times/dates stated above.

Recently, Penticton and North Vancouver became the first two BC Municipalities to designate public spaces for drinking.

DOWNTOWN SALMON ARM
 250 SHUSWAP STREET NE, PO BOX 1928
 SALMON ARM, BRITISH COLUMBIA V1E 4P9

SALMON ARM

We are fortunate to have a variety of locally owned breweries, distilleries and wineries. With the current regulations, our local producers are only able to sample their products but not sell in public spaces. This opportunity would provide the public with an option to purchase a locally crafted beverage to enjoy on Alexander Plaza. This could create a cultural shift in the way we utilize this street – not only for the passage of vehicles but for pedestrians to experience a sense of community.

Should you require further information, please contact me.

Thank you for your time

Respectfully submitted

Lindsay Wong
Manager

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Item 14.1

CITY OF SALMON ARMDate: June 8, 2020**Presentation 4:00 p.m. (approximately)****NAME:** Terry Smith, Sk'atsin Silvatech Ventures LLP, a Neskonlith Indian Band Subsidiary**TOPIC:** Update on 2020 Community Resiliency Investment (CRI)**Vote Record**

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

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

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Item 18.1

CITY OF SALMON ARM

Date: June 22, 2020

A. Morris - email and attachments date April 20, 2020 - Nuclear Weapons Disaster *[deferred from April 27, 2020 Regular Council Meeting]* and A. Morris - email and attachments dated June 15, 2020 - Towards the Elimination of Nuclear Weapons

Vote Record

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

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

12. CORRESPONDENCE

1. Informational Correspondence

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

0166-2020

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Mayor Harrison provide a letter in support of Canada making nuclear arms control and disarmament a national priority.

Moved: Mayor Harrison

Seconded: Flynn

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

CARRIED UNANIMOUSLY

From: Anne Morris
Sent: Monday, April 20, 2020 1:14 PM
To: Erin Jackson
Subject: Letter to City Council and attachment; also E-mail addresses for relevant Parliamentarians
 Good afternoon, Ms. Jackson,

I am attaching a **letter to Council** from the Salmon Arm Ecumenical KAIROS Committee, which we hope to have considered by City Council at its April 28th meeting.
 Also an article from *The Hill Times* by veteran Canadian diplomat and arms control specialist, Earl Turcotte. We would appreciate if you would circulate this to Council as well.

Regarding follow-up action: Assuming that Council adopts our proposed resolution, I would like to give you E-mail addresses for the **Prime Minister** and **Foreign Affairs Minister**, and for sending copies to the **opposition party leaders**, and to our MP for North Okanagan Shuswap:

The Right Hon. Justin Trudeau
 Prime Minister of Canada
 E-mail: pm@pm.gc.ca

The Hon. Francois-Philippe Champagne
 Minister of Foreign Affairs
 E-mail: francois-philippe.champagne@international.ca

Copies to:
 Andrew Scheer, MP
 Leader of the Official Opposition
 E-mail: andrew.scheer@parl.gc.ca

Jagmeet Singh, MP
 Leader of the New Democrats
 E-mail: jagmeet.singh@parl.gc.ca

Yves-Francois Blanchet, MP
 Leader of the Bloc Québécois
 E-mail: yves-francois.blanchet@parl.gc.ca

Mel Arnold, MP
 for North Okanagan Shuswap
 E-mail: mel.arnold@parl.gc.ca

.....

Please don't hesitate to contact me if you have questions.

Best wishes,

Anne Morris

April 20, 2020

His Worship Mayor Alan Harrison
and Members of City Council
City of Salmon Arm, BC

Your Worship and Members of Council,

In the past months, Council has heard from Salmon Arm citizens concerned about the existential threat of climate change to humankind and the planet. This letter concerns *the other* existential threat - *a nuclear weapons disaster*.

Early this year, the hands of the Doomsday Clock were moved ahead to 100 seconds before midnight, signifying the increased risk of nuclear war. In so doing, members of the Science and Security Board of the Bulletin of the Atomic Scientists are explicitly warning political leaders and citizens around the world that "*the international security situation is now more dangerous than it has ever been, even at the height of the Cold War*". The United Nations Institute for Disarmament Research has echoed this warning.

There are still about 14,000 nuclear weapons in the world. The Treaty on the Non-Proliferation of Nuclear Weapons — the cornerstone of the international effort to prevent the spread of nuclear weapons — is in dire jeopardy.

Several other international treaties have been abandoned or are in jeopardy: In May 2018, President Trump withdrew the U.S. from the Iran nuclear deal (the Joint Comprehensive Plan of Action), although the U.S. could not point to a single instance of Iran's non-compliance with the terms of the deal. In February 2019, the U.S. withdrew from the INF (Intermediate-Range Nuclear Forces) Treaty. Predictably, the US and Russia have begun a new competition to develop medium ranged nuclear weapons that are banned by this Treaty.

The Comprehensive Nuclear Test Ban Treaty lacks ratification by key states including the U.S. and China, and thus cannot go into effect. In addition, the U.S. continues to suggest that it will not extend New START, the agreement that limits US and Russian deployed strategic nuclear weapons and delivery systems. The U.S. is also threatening to pull out of the Open Skies Treaty of 2002.

There are also several disturbing developments: a) The 2018 U.S. Nuclear Posture Review explicitly *expands the number of scenarios in which nuclear weapons can be utilized*, including in response to *non-nuclear* threats such as cyber; b) the 'Defender of Europe 2020' military exercises, curtailed because of the virus pandemic, were scheduled to bring thousands of U.S. soldiers into Europe for military exercises culminating at the Russian border.

In this context, the leaders of the world's nations will gather some time in the coming months for the 2020 Review of the Nuclear Weapons Non-Proliferation Treaty (NPT), postponed because of the COVID-19 pandemic.

The NPT imposes on all nations a legal obligation to engage in good faith negotiations toward the elimination of nuclear weapons. But the nine nuclear weapons nations are all engaged in modernizing their nuclear weapons. As a result, the Treaty is in danger of being abandoned by the growing number of non-nuclear-weapon nations that question whether the nuclear weapon nations will ever forgo their nuclear weapons. Without concrete action to address this situation, certain Middle East non-nuclear nations will inevitably conclude that they have no choice but to seek nuclear weapons for themselves.

Is there a role for Salmon Arm in the face of this dangerous situation?

In 2006, Salmon Arm became a member of Mayors for Peace, an international organization of 7,689 cities. Headed by the Mayors of Hiroshima and Nagasaki, the two cities that were destroyed by U.S. atomic bombs in 1945, its main goal is the elimination of nuclear weapons. Mayors for Peace believes there is a role for cities and engaged citizenry toward achieving a nuclear weapons-free world. Since 2006, Salmon Arm City Council has taken a number of initiatives encouraging the Canadian government to take action towards the total elimination of nuclear weapons.

In the past, Canada has worked actively with like-minded states to strengthen the Non-Proliferation Treaty. Canada's recent work within the 16-nation Stockholm Initiative is a laudable example. <<https://new-york-un.diplo.de/un-en/news-corner/stockholm-initiative/2310512>> This creative diplomacy should be greatly expanded to help preserve the Non-Proliferation Treaty and promote a political climate in which international negotiations can take place on a treaty that contains a timetable for the elimination of nuclear weapons.

We therefore request that Salmon Arm City Council support the following resolution:

That, Council authorize Mayor Alan Harrison to write to Prime Minister Justin Trudeau and to the Minister of Foreign Affairs, the Hon. François-Philippe Champagne, urging that Canada make nuclear arms control and disarmament a national priority, and work toward achieving an international consensus that will save the Non-Proliferation Treaty (NPT) when it comes up for Review at the United Nations in the coming months.

Sincerely,

Anne Morris and Carol McAndrew
Co-Chairs,
Salmon Arm Ecumenical KAIROS Committee

Attachment: 'Public health crisis offers new lens towards nuclear disarmament' *Hill Times* Apr. 15/20

Endorsements:

The Right Reverend James A.J. Cowan
Incumbent of St. John the Evangelist Anglican Church
Salmon Arm

The Reverend Jenny Carter and
First United Community of Faith, Salmon Arm

The Reverend Fennegina van Zoeren, Minister
St. Andrews Presbyterian Church, Salmon Arm

The Reverend Dale Normandeau
St. Joseph's Catholic Church, Salmon Arm

The Reverend Erik Bjorgan, Pastor
Deo ELCIC Lutheran Church, Salmon Arm

The Hill Times, April 15, 2020

by Earl Turcotte, veteran Canadian diplomat and arms control specialist, and Chair of the Canadian Network to Abolish Nuclear Weapons.

Public health crisis offers new lens towards nuclear disarmament

The COVID crisis might also serve as a cautionary tale, helping us to appreciate the fragility of life and avoid threats to humanity that are within our control.



Earl Turcotte

Opinion

That COVID-19 has created a new global reality is clear. If there is any positive aspect to this unfolding situation, it could be a deeper understanding of the fact that the well-being of people throughout the world is inextricably linked. The COVID crisis might also serve as a cautionary tale, helping us to appreciate the fragility of life and avoid threats to humanity that are within our control.

In 2019, a team of researchers at Princeton University simulated a limited exchange of low-yield "tactical" nuclear weapons to depict "a plausible escalating war between the United States and Russia, using realistic nuclear force postures, targets, and fatality estimates." They concluded that more than 90 million people would be killed or injured within a few hours and many more would die in the years following.

This is far from the worst-case scenario. In 1982, the Ronald Reagan administration conducted a war game dubbed "Proud Prophet" that concluded that even a limited nuclear attack on the then-Soviet Union would almost certainly elicit a massive

response, resulting in a half-billion people killed in the initial exchanges and many more from radiation and starvation over following decades.

To be sure, the nuclear threat has been around for a while. Why worry about it now more than usual, when we have so much else to worry about? Because developments of late have made the "unthinkable"—nuclear Armageddon—more probable than ever; factors that led the Bulletin of the Atomic Scientists on Jan. 23 of this year to move the hands of the Doomsday Clock up to 100 seconds to midnight, closer than ever before.

Over the past few years, nuclear-armed states have embarked on a new nuclear arms race, precipitated by the U.S. under the banner of "modernization." Russia and the U.S. have produced missiles that can travel up to 27 times the speed of sound and are considered to be unstoppable. There has been steady deterioration of the nuclear arms control regime with U.S. withdrawal and subsequent unravelling of the nuclear deal with Iran; U.S., then Russian withdrawal from the Intermediate-Range Nuclear Forces (INF) Treaty; and U.S. refusal to renew the New Strategic Arms Reduction Treaty with Russia that is set to expire in 2021, to name just a few. Add to the mix rising tension among nuclear-armed states, ongoing testing by North Korea, signs that Iran, Saudi Arabia, and South Korea might also pursue nuclear weapons capability, the possibility that one or more terrorist groups will acquire nuclear weapons and the ever-present potential for human miscalculation or accident.

Canada is to be congratulated for recently joining 15 other non-nuclear armed nations in the Stockholm Initiative—led by Sweden—that calls upon nuclear-armed states to "advance nuclear disarmament and ensure in the interest of humanity, nuclear weapons will never be used again." Does this represent a more forceful posture on nuclear disarmament more generally? We pray it does. Our lives and indeed the future of our planet could depend upon it.

Earl Turcotte is chair of the Canadian Network to Abolish Nuclear Weapons.

The Hill Times

From: Anne Morris
Sent: Monday, June 15, 2020 9:48:12 AM
To: Erin Jackson
Cc: Carol McAndrew
Subject: For City Council Meeting June 22

Good morning, Ms. Jackson,

Regarding the Letter of April 20th from the Salmon Arm Ecumenical KAIROS Committee, scheduled for discussion on June 22, I am attaching four files:

1. Information on Canada and Nuclear Weapons
2. Information on Salmon Arm Council's previous action to promote elimination of nuclear weapons
3. Letter Summarizing information from April 20th letter, the two information pages, and our request to Council
4. A draft action letter offered in the event Council might find it useful

We suggest that you title our request as: **Towards the Elimination of Nuclear Weapons**

We ask that this topic be included as a separate agenda item rather than included with the letters.

We would also be grateful if I could have 5 minutes (or less) at the Council meeting to make a short statement (**not** a presentation).

Thank you for your help with this,

Anne Morris, Co-Chair
Salmon Arm Ecumenical KAIROS Committee

Canada and Nuclear Weapons

Although Canada has never acquired nuclear weapons, it is one of the “nuclear umbrella” nations. As such, Canada embraces NATO’s nuclear deterrence doctrine as a valid security policy, effectively legitimizing the stockpiling and potential use of nuclear weapons. This is deeply contradictory to efforts to reduce and eliminate nuclear weapons.

For example, Canada supports NATO policy that declares nuclear weapons are the “supreme guarantee” of security. Accordingly, Canada refuses to sign the Treaty on the Prohibition of Nuclear Weapons, which would stigmatize and de-legitimize nuclear weapons.

Canada claims strong support for the Nuclear Weapons Non-Proliferation Treaty (NPT), cornerstone of the international effort to prevent the spread of nuclear weapons. The NPT imposes a legal obligation on all nations to engage in good faith negotiations towards the elimination of nuclear weapons. But the NPT is only as strong as its implementation. Canada, together with the nuclear weapons nations and their NATO allies, are ignoring their nuclear disarmament obligation. Without progress on this obligation, some non-nuclear nations will inevitably conclude that they too need nuclear weapons. The NPT is thus in danger of unravelling.

In early 2020, Canada participated in the **Stockholm Initiative**, which brought representatives of 16 nations together to discuss how to strengthen and protect the NPT. They concluded: “Commitments must be implemented. We must advance nuclear disarmament in accordance with Article VI of the NPT, and ensure that in the interest of humanity, nuclear weapons will never be used again”.

Recognizing the urgency of the situation, Canada should further this creative diplomacy by undertaking a forceful and sustained campaign within NATO and around the world in support of nuclear disarmament, in accordance with the unanimous motion passed in the House of Commons in 2010, and an all-party recommendation to this effect by the House of Commons Standing Committee on National Defence in 2018. Canada should promote security arrangements that do not rely on the threat of nuclear annihilation.

Canada should also sign the Treaty on the Prohibition of Nuclear Weapons (TPNW), which 81 nations have signed, and 37 have ratified. Once 50 countries have ratified it, the Treaty will go into effect, thus stigmatizing and de-legitimizing nuclear weapons, and increasing domestic and international pressure for their elimination. Joining the TPNW would also help erode the perception that nuclear weapons are somehow legitimate in certain hands.

The Canadian Council of Churches – including all 26 member denominations and Canada’s Catholic Bishops – have written to the Prime Minister, demanding that Canada push NATO for new policies that don’t rely on the threat of nuclear annihilation, and urging Canada to sign the Nuclear Weapons Prohibition Treaty.

Such action by Canada would serve to strengthen the beleaguered Non-Proliferation Treaty and help create a political environment in which international negotiations can take place on a treaty that contains a timetable for the elimination of all nuclear weapons. This would be an important contribution towards the security of Canada and the world.

History of Salmon Arm City Council's Initiatives towards Nuclear Disarmament

Nuclear Weapons are a municipal issue as well as a national and international issue. Why?

Municipal authorities are responsible for taking all possible action to promote the health and well-being of their citizens. But they cannot protect citizens from a nuclear weapons disaster. Nor could they offer any meaningful medical response to the catastrophic humanitarian and environmental consequences of a nuclear weapon explosion.

Thus, municipal councils have an obligation to take what action they can to promote the elimination of nuclear weapons and the threat they pose to humankind and the planet.

During the 1990s, Salmon Arm City Council responded to a citizens' initiative by declaring Salmon Arm a Nuclear Weapons-Free Zone (NWFZ), a symbolic action affirming the City's support for a world where there is no manufacture, acquisition, testing, or possession of nuclear weapons. The creation of NWFZs is consistent with Article VII of the Nuclear Weapons Non-Proliferation Treaty, which is the cornerstone of the international effort to prevent the spread of nuclear weapons.

During the early 1990s, there was progress in substantially reducing stockpiles of nuclear weapons, but by the late 1990s this progress began to be reversed.

Thus, in response to a request in 2005 by the Salmon Arm Ecumenical KAIROS Committee and supported by several local church leaders, Salmon Arm City Council adopted a Resolution to urge the Canadian Government to work urgently for an international treaty that sets a timetable for the elimination of all nuclear weapons.

In 2006, City Council decided to join the World Conference of Mayors for Peace, which was formed in 1982 with the primary goal of working internationally towards the total elimination of nuclear weapons. Mayors for Peace has grown tremendously since then, and now comprises 7,689 cities. People around the world are increasingly calling for a world without nuclear weapons and an end to security policies that rely on the threat of nuclear annihilation.

In 2018, City Council adopted a Resolution re-affirming the City's Nuclear Weapons-Free Zone status. Council also adopted a Resolution to urge the Canadian Government to sign the Treaty on the Prohibition of Nuclear Weapons and to work urgently in the international community for the conclusion of a treaty that sets a timetable for the elimination of all nuclear weapons.

Now, the Salmon Arm Ecumenical KAIROS Committee, **with the declared support of five local church leaders**, is requesting that Salmon Arm City Council write to the Prime Minister, the Right Hon. Justin Trudeau, Foreign Affairs Minister, the Hon. François-Philippe Champagne, and Minister of National Defence, the Hon. Harjit Sajjan, **urging that Canada make nuclear arms control and disarmament a national priority, and work towards achieving an international consensus that will save the Nuclear Weapons Non-Proliferation Treaty when it comes up for Review at the United Nations in the coming months.** We also ask Council to **reiterate its call to the Canadian Government to sign the Treaty on the Prohibition of Nuclear Weapons.**

His Worship Mayor Alan Harrison and
Members of Salmon Arm City Council

Your Worship and Members of Council,

In our letter of April 20, endorsed by 5 local church leaders, we brought to your attention the ongoing nuclear weapons modernization programs being carried out by all nine nuclear weapons nations, the erosion of the global nuclear arms control and disarmament fabric, and warnings by arms control experts around the world that the risk of nuclear war is greater now than at the height of the Cold War.

The attached information page, '**Canada and Nuclear Weapons,**' shows how Canada, as a "nuclear umbrella" nation is complicit in the stockpiling and potential use of nuclear weapons. An example: While claiming strong support for the Nuclear Weapons Non-Proliferation Treaty, (cornerstone of international efforts to prevent the spread of nuclear weapons), Canada is helping to undermine this vital Treaty by failing to act on the Treaty's legal obligation on all nations to engage in good faith negotiations towards the elimination of nuclear weapons.

The attached information page, '**History of Salmon Arm City Council's Initiatives,**' details how, in past years, the City of Salmon Arm has demonstrated concern about the need to eliminate nuclear weapons and the threat they pose: by declaring itself a Nuclear Weapons Free Zone; by joining the World Conference of Mayors for Peace; also, by adopting a number of resolutions urging action by the Canadian Government to promote a world without nuclear weapons and an end to security policies that rely on the threat of nuclear annihilation.

At this time, we are asking that City Council support a Resolution to **write to the Prime Minister, Foreign Affairs Minister, and Defence Minister, urging that Canada make nuclear arms control and disarmament a national priority, and work towards achieving an international consensus that will save the Nuclear Weapons Non-Proliferation Treaty when it comes up for Review at the United Nations in the coming months.**

We also urge Council to reiterate its call for Canada to sign the Treaty on the Prohibition of Nuclear Weapons, on the basis of an unanimous decision by Council to this effect in 2018.

We offer Council a draft letter to Government (with contact information) in the event that the draft may be useful. Council could adapt it, or ignore it and write its own.

Sincerely,

Anne Morris and Carol McAndrew, Co-Chairs,
Salmon Arm Ecumenical KAIROS Committee

Suggested draft of letter to the Prime Minister and key government ministers:

The Salmon Arm Ecumenical KAIROS Committee has brought to our attention concerns about the ongoing erosion of the global nuclear arms control and disarmament fabric, nuclear weapons modernization programs that contribute to undermining the Non-Proliferation Treaty, and warnings by arms control experts that the risk of nuclear war is greater now than at the height of the Cold War.

In the past, Salmon Arm City Council has taken a number of initiatives encouraging action by the Canadian Government to promote a world without nuclear weapons and an end to security policies that rely on the threat of nuclear annihilation.

At the Regular Council Meeting of June 22, 2020, Salmon Arm City Council adopted a resolution to urge the Canadian Government to **make nuclear arms control and disarmament a national priority, and to work towards achieving an international consensus that will save the Nuclear Weapons Non-Proliferation Treaty when it comes up for Review at the United Nations in the coming months.**

On the basis of a resolution unanimously adopted by City Council in May 2018, **we urge the Canadian Government to sign the Treaty on the Prohibition of Nuclear Weapons.**

The Right Hon. Justin Trudeau
Office of the Prime Minister
House of Commons
Ottawa, ON, K1A 0A6
E-mail: pm@pm.gc.ca

The Hon. François-Philippe Champagne
Minister of Foreign Affairs
House of Commons
Ottawa, ON, K1A 0A6
E-mail: Francois-Philippe.Champagne@parl.gc.ca

The Hon. Harjit Sajjan
Minister of National Defence
House of Commons
Ottawa, ON, K1A 0A6
E-mail: DND_MND@forces.gc.ca

cc to: Mel Arnold, MP
House of Commons
Ottawa, ON, K1A 0A6
E-mail: Mel.Arnold@parl.gc.ca

cc to: Salmon Arm Ecumenical KAIROS Committee
Anne Morris, Co-Chair
E-mail: willae@alumni.uleth.ca

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Item 18.2

CITY OF SALMON ARM

Date: June 22, 2020

Child Care Needs Assessment & Action Plan

Vote Record

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

Opposed:

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

14. PRESENTATIONS

1. Jen Casorso – Urban Matters – Child Care Needs Assessment & Action Plan

J. Casorso, Urban Matters provided an overview of the Child Care Needs Assessment & Action Plan for Salmon Arm and was available to answer questions from Council.

0224-2020

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Council direct staff to submit the final UBCM grant report and the Child Care Community Planning Report to the UBCM and the Ministry of Child and Family Development fulfilling the grant obligations of the Child Care Space planning program.

CARRIED UNANIMOUSLY



KEY RECOMMENDATIONS & ACTIONS

Given the complex nature of child care, a multi-faceted approach is required to support a systems change within the City of Salmon Arm. We have proposed five recommendation areas that will help the City move towards a more sustainable, community system:

- Education & Training
- Policy
- Process
- Partnerships
- Advocacy

The recommendations set out in this plan are grounded in the province's goal to move towards Universal Child Care, a model that encourages licensed child care that offers inclusive and culturally-appropriate programming and programming for children with diverse needs.

A more detailed action plan can be found in Table 10.

EDUCATION & TRAINING

Providing educational opportunities for child care providers and operators in Salmon Arm – particularly around transitioning to or creating licensed child care programs – will lead to greater knowledge around high-quality space creation. Education is key to retaining ECEs locally and helping to understand how to navigate the system within Salmon Arm.

Key recommendations related to education and training include:

- » Provide navigation supports and consultation services to encourage unlicensed providers to pursue licensing.
- » Provide navigation supports and consultation services to encourage those starting new child care programs to pursue licensed programming.
- » Provide professional development opportunities in the area of basic business training to support licensed child care operators with running their business.
- » Expand the level of service of licensed child care operators by providing local education and professional development opportunities.

Table 10: Recommendations & Actions – Education & Training

| Recommendation | Actions | Lead | Timeline |
|--|---|------------------------------------|------------|
| Provide navigation supports and consultation services to encourage unlicensed providers to pursue licensing. | Continue to hold child care start-up workshops for individuals interested in starting a child care program | CCRR/Okanagan College | 1-2 years |
| | Secure local, ongoing and consistent training opportunities to support new child care providers entering the community and existing child care providers with professional development opportunities. | Okanagan College | 1-2 years |
| | Create opportunities for mentorship or job shadowing for prospective child care providers | CCRR | 1-2 years |
| | Hold workshops for unregistered/unlicensed child care providers interested in pursuing registration/licensing | Okanagan College/CCRR | 3-5 years |
| | Revisit results of workshops and explore next steps, changes in strategy | Child Care Planning Committee | 5-10 years |
| Provide professional development opportunities in the area of basic business training to support licensed child care operators. | Hold workshops or training for child care providers on business planning and systems/policy development | Okanagan College/CCRR | 3-5 years |
| | Seek to align educational opportunities with current community child care needs (i.e. flexible child care, infant toddler, school age care) | Okanagan College/CCRR | 3-5 years |
| Expand the level of service of licensed child care operators by providing local education and professional development opportunities. | Establish communication between licensing, Child Care Resource and Referral, and those providing education to ensure alignment with current needs | Child Care Planning Committee | 1-2 years |
| | Reach out to Indigenous and immigrant organizations to help deliver cultural education and programming to child care providers | CCRR/Child Care Planning Committee | 1-2 years |

POLICY

Improvements to municipal plans and policies related to child care is within the role of local government. It helps to ensure that child care is identified as a priority. Updating definitions, permitted land use zones, and strategic goals within municipal plans can facilitate additional investment in child care from the provincial government through supports and funding to both public and private entities. Additionally, clear policies and guidelines from local government assists the development community to provide opportunities for partnering with local child care organizations to create new spaces to meet the demand.

Key recommendations related to policy include:

- » Review and update municipal plans and policies to incorporate child care space priorities as part of growth management, neighbourhood planning, and well-being priorities
- » Review existing child care definitions to ensure they are aligned with the province's definitions
- » Consider establishing municipal incentives for child care providers

Table 11: Recommendations & Actions – Policy

| Recommendation | Actions | Lead | Timeline |
|--|---|---|------------|
| Review and update municipal plans and policies to incorporate child care space priorities as part of growth management, neighbourhood planning, and well-being priorities. | Identify municipal plans and policies where child care can be incorporated | City of Salmon Arm Development Services | 1-2 years |
| | Establish a schedule to update/amend municipal policies or plans to include child care priorities and guidance | City of Salmon Arm Development Services | 1-2 years |
| | Prioritize and implement schedule as identified and expediate specific policy updates where appropriate to meet annual child care space needs | City of Salmon Arm Development Services | 1-5 years |
| Review existing child care definitions to ensure they are in alignment with provincial government definitions. | Identify child care definitions within existing policies and update, where applicable, to meet provincial government definitions | City of Salmon Arm Development Services | 1-2 years |
| Consider establishing municipal incentives to minimize the financial impacts of operating a licensed child care centre. | Amend Permissive Tax Exemption Policy No. 715 to include licensed, non-profit child care providers and licensed private child care operators | City of Salmon Arm Financial Services | 3-5 years |
| | Provide incentives (e.g. first year free business license fees, site or neighbourhood specific property tax exemptions, etc.) to child care providers who start-up licensed child care in underserved neighbourhoods in the community | City of Salmon Arm Development Services | 5-10 years |

PROCESS

Lowering the barrier to licensed space creation in Salmon Arm can be achieved by streamlining regulatory processes for child care start-up and expansion.

- » Streamline the municipal processes for child care provider space creation and ensure alignment with licensing procedures.
- » Pursue an expedited criminal record checks process for ECEs to speed the process of entering the workforce.

Table 12: Recommendations & Actions – Process

| Recommendation | Actions | Lead | Timeline |
|---|--|--|-----------|
| Streamline the municipal process for child care provider space creation and ensure alignment with licensing procedures. | Create easy to follow checklist and/or infographic to assist prospective child care providers in navigating municipal government processes | City of Salmon Arm Development Services | 1-2 years |
| | Establish partnership between the City of Salmon Arm Development Services and Interior Health licensing to support processing and approving child care applications in a coordinated and timely manner | City of Salmon Arm Development Services, Interior Health Community Care Licensing Division | 1-2 years |
| Pursue an expedited criminal record checks for ECEs to speed the process of entering the workforce | Engage with the Ministry of Public Safety and Solicitor General to discuss delay issues and possible solutions. | CCRR | 1-2 years |

PARTNERSHIPS

Child care is provided and supported by a number of organizations in Salmon Arm. Improving child care and adding spaces to the community will depend on enhancing existing partnerships and/or encouraging new ones. Building partnerships to create linkages to resources across the city will be key to finding solutions to meet the child care space demand in Salmon Arm.

Key recommendations related to partnerships include:

- » Consider joint-use agreements between public institutions to help facilitate the creation of additional child care spaces.
- » Consider opportunities to leverage public assets and underutilized space to facilitate child care space creation.
- » Continue to convene meetings of the Child Care Planning Committee to facilitate Child Care Action Plan implementation.
- » Meet with industry employers in community to consider in-house employee provided child care.

Table 13: Recommendations & Actions – Partnerships

| Recommendation | Actions | Lead | Timeline |
|--|---|---|------------|
| Consider joint use agreements between public institutions to help facilitate the creation of additional child care spaces. | Convene meetings between School District 83 and the City to discuss joint use opportunities for child care and ways to facilitate in current or new public facilities | City of Salmon Arm/School District 83 | 1-2 years |
| Consider opportunities to leverage public assets and underutilized space to facilitate child care space creation. | Create an inventory of public assets that are suitable for potential child care centres | City of Salmon Arm Development Services | 5-10 years |
| | Share the inventory with the CCRR to distribute with the local child care and business community | City of Salmon Arm Development Services/CCRR/Economic Development Society | 5-10 years |
| | Identify and consider other under-utilized spaces within the community that could be used for child care | City of Salmon Arm Development Services/CCRR/Economic Development Society | 3-10 years |
| Continue to convene meetings of the Child Care Planning Committee to facilitate plan implementation. | Establish the Child Care Planning Committee as a Committee of City Council and convene twice a year to support and monitor implementation of Child Care Action Plan | City of Salmon Arm City Council, Child Care Planning Committee | Ongoing |
| Meet with industry employers in community to consider in-house employee provided child care. | Identify potential industry partners and meet to discuss community child care needs and workforce opportunities in support of in-house employee provided child care | Child Care Planning Committee, Economic Development Society | 1-5 years |

ADVOCACY

The provincial government is key to providing funding for child care providers, supports for children with higher needs and families requiring financial relief. Therefore, advocating on behalf of communities and families in need of stable and affordable child care is critical to increasing child care spaces and improving the overall state of child care in Salmon Arm.

Key recommendations related to advocacy include:

- » Advocate to provincial government through UBCM for enhanced funding to support child development programs.
- » Advocate to the Ministry for Children and Families for additional supports for ECEs (wage enhancements, bursaries, professional development opportunities and educational supports) to support recruitment and retention in Salmon Arm.
- » Ensure that the City of Salmon Arm (including Council and management) through the Child Care Planning Committee are aware of child care issues and opportunities to advocate on behalf of the City and local organizations.
- » Advocate to the Ministry of Children and Family Development, Ministry of Education and School District 83 for permanent child care spaces to be included in elementary schools, either as purpose built facilities or as classrooms in new school infrastructure.
- » Advocate to the Ministry of Children and Family Development, Ministry of Health, Interior Health, and Okanagan College to make child care space available at the location of any large public institution or government employer, such as at Shuswap Lake General Hospital or the Okanagan College Salmon Arm Campus.
- » Request through the Ministry for Children and Family Development the creation of a Universal Child Care Prototype Site in Salmon Arm.

Table 14: Recommendations & Actions – Advocacy

| Recommendation | Actions | Lead | Timeline |
|---|--|--|-----------|
| Advocate to provincial government through UBCM for enhanced funding to support child development programs. | Engage with Ministry leaders at UBCM Convention requesting increased access to funding for child care supports | City of Salmon Arm City Council, Child Care Planning Committee (support) | 1-5 years |
| Advocate to the MCFD for additional supports for ECEs (wage enhancements, bursaries, professional development opportunities and educational supports) to support recruitment and retention in Salmon Arm. | Engage with the Ministry of Children and Family Development on the importance of fair wages for child care employees to improve retention and quality of life for workers | City of Salmon Arm City Council, Child Care Planning Committee, Chamber of Commerce | 1-5 years |
| Ensure that the City (including Council and management) through the Child Care Planning Committee are aware of child care issues and opportunities to advocate on behalf of the City and local organizations. | Host a special meeting of the Child Care Planning Committee ahead of UBCM Convention to support City staff and Council to understand current issues and opportunities for investment in child care | Child Care Planning Committee, City of Salmon Arm Corporate Services and City Council | 1-2 years |
| Advocate to the Ministry of Education and SD83 for permanent child care spaces to be included in elementary schools, either as purpose built facilities or as classrooms in new school infrastructure. | Identify local space opportunities and meet with decision makers to assess the potential for child care in publicly owned buildings | City of Salmon Arm Development Services, Child Care Planning Committee, School District 83 | 1-5 years |
| Advocate to the MCFD to develop guidelines and policy change to support CCRRs in licensing recommendations to providers. | Convene conversations between licensing, the MCFD and the CCRR to determine a meaningful way the CCRR can better help child care providers in their licensing journey | CCRR | 3-5 years |

| | | | |
|---|---|--|-------------------|
| <p>Advocate to the MCFD, Ministry of Health, Interior Health, and Okanagan College to make child care space available at any large public institution or government employer, such as at Shuswap Lake General Hospital or the Okanagan College Salmon Arm Campus.</p> | <p>Meet with public institution partners to identify the needs and establish partnership opportunities to plan and develop child care in public facilities to support employees and community</p> | <p>City of Salmon Arm City Council and Corporate Services, Okanagan College, Interior Health</p> | <p>5-10 years</p> |
| <p>Request through the MCFD the creation of a Universal Child Care Prototype Site in Salmon Arm.</p> | <p>Meet with the Ministry for Children and Family Development to request participation in the Universal Child Care Prototype program</p> | <p>Child Care Planning Committee</p> | <p>1-2 years</p> |

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Item 22.1

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-516 be authorized for issuance for Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318 to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.2. – R-1 Single Family Residential Zone – reduce the minimum setback to a rear parcel line from 6.0 m (19.7 ft) to 5.0 m (16.4 ft) to allow for the siting of a new single family dwelling.

[The Canada Trust Company Inc.; CND Framing/Skjerpen, M.; 941 – 8 Avenue NE; Setbacks]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: June 5, 2020

Subject: Development Variance Permit Application No. 516

Legal: Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318
Civic: 941 – 8 Avenue NE
Applicant: CDN Framing / Skjerpen, M.

MOTION FOR CONSIDERATION

THAT: Development Variance Permit No. 516 be authorized for issuance for Lot A, Section 14, Township 20, Range 10, W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318 (941 8 Avenue NE) to vary the provisions of Zoning Bylaw No. 2303 as follows:

1. Section 6.10.2 – R-1 Single Family Residential Zone – reduce the minimum setback to a rear parcel line from 6.0 m (19.7 ft) to 5.0 m (16.4 ft) to allow for the siting of a new single family dwelling.

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

PROPOSAL

The subject parcel is located in the residential portion of the city centre at 941 8 Avenue NE (Appendix 1 and 2), is approximately 530 square metres in area, and is presently vacant. The subject parcel is designated High Density Residential in the City's Official Community Plan (OCP) and currently zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3).

BACKGROUND

The proposed variance has been requested to support the development of a new single family dwelling, similar to surrounding development (Appendix 4). A 1.5 metre easement restricting any buildings is in place along the north parcel line, while a 3 m easement is in place restricting development along the east parcel line (Appendix 5).

In terms of consideration for future development scenarios, staff note that the parcel has potential to meet the conditions for the development of a *secondary suite* within the home (but not *detached suite*), including sufficient space for an additional off-street parking stall, subject to a rezoning application.

COMMENTS

Engineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Planning Department

The proposal involves a parcel within an established residential area which is somewhat restricted by the presence of two easements. The proposed single family dwelling is reasonable in size (with a 170 square metre footprint), with the proposed siting reasonably aligning with development existing on the adjacent parcels to the east and west, maintaining a consistency in the development pattern along the 8 Avenue NE streetscape. The proposed development achieves the minimum setbacks required to the interior side parcel lines, as well as the front parcel line allowing sufficient space for on-site parking.

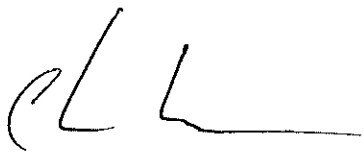
As shown in site plan attached as Appendix 5, it is the opinion of staff that the 1 m variance requested is reasonable in size. With a depth of 22.75 m at the narrowest point, the parcel is relatively shallow, but meets the other zone requirements, including front and side yard setbacks, as well as on-site parking. The easements in place limit potential conflicts between the proposed development and existing development on the adjacent parcels to the north and east. It is the opinion of staff that the proposed development variance will not unreasonably or significantly impact existing development in the area.

Staff note that the adjacent parcel to the north was recently considered under application VP-508 by Council for a rear parcel setback reduction from 3m to 1m for a detached suite to be constructed within an existing accessory building which is clearly visible in the attached site photos (Appendix 6). This variance request was approved in February 2020.

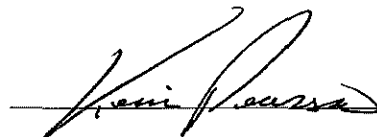
CONCLUSION

Considering current OCP policy including the High Density land use designation, the layout of the parcel and easements in place, as well as the relative small size of the variance requested, Staff support the requested variance.

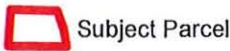
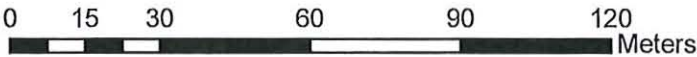
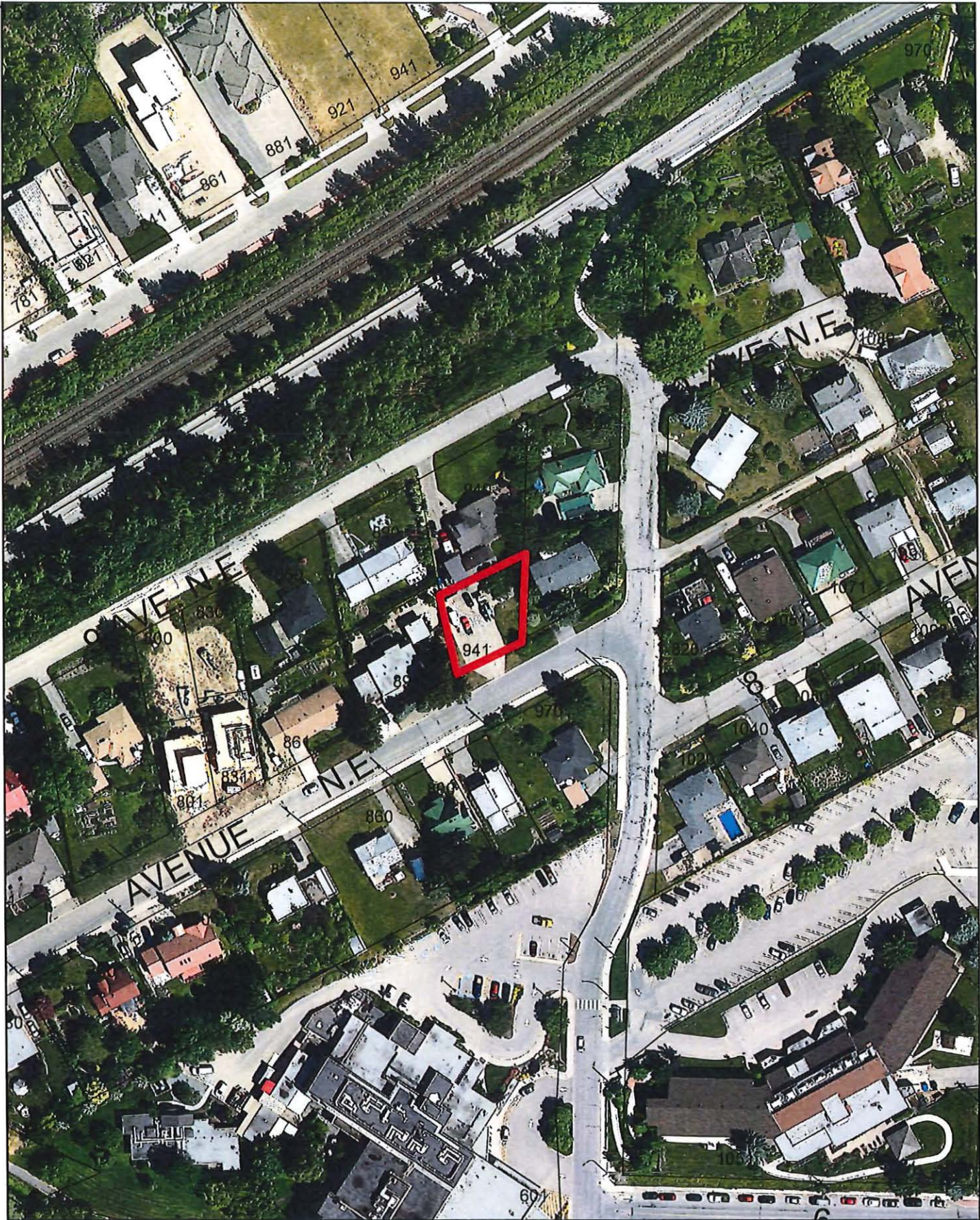
Staff note that the variance is only in regards to the siting of a proposed single family dwelling and does not permit any new or additional use other than what is permitted the Zoning Bylaw under the current R-1 zone regulations.

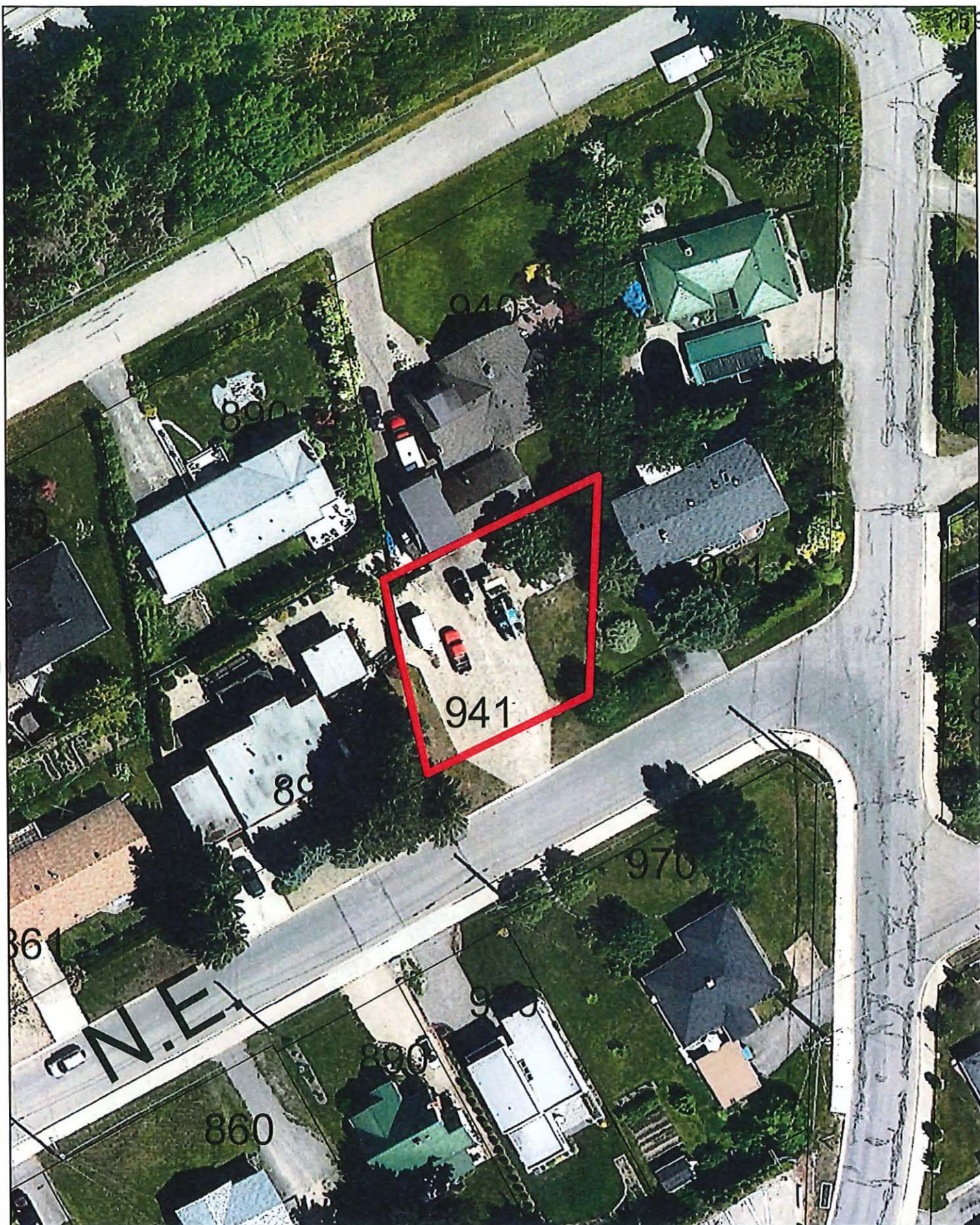


Prepared by: Chris Larson, MCP
Senior Planner



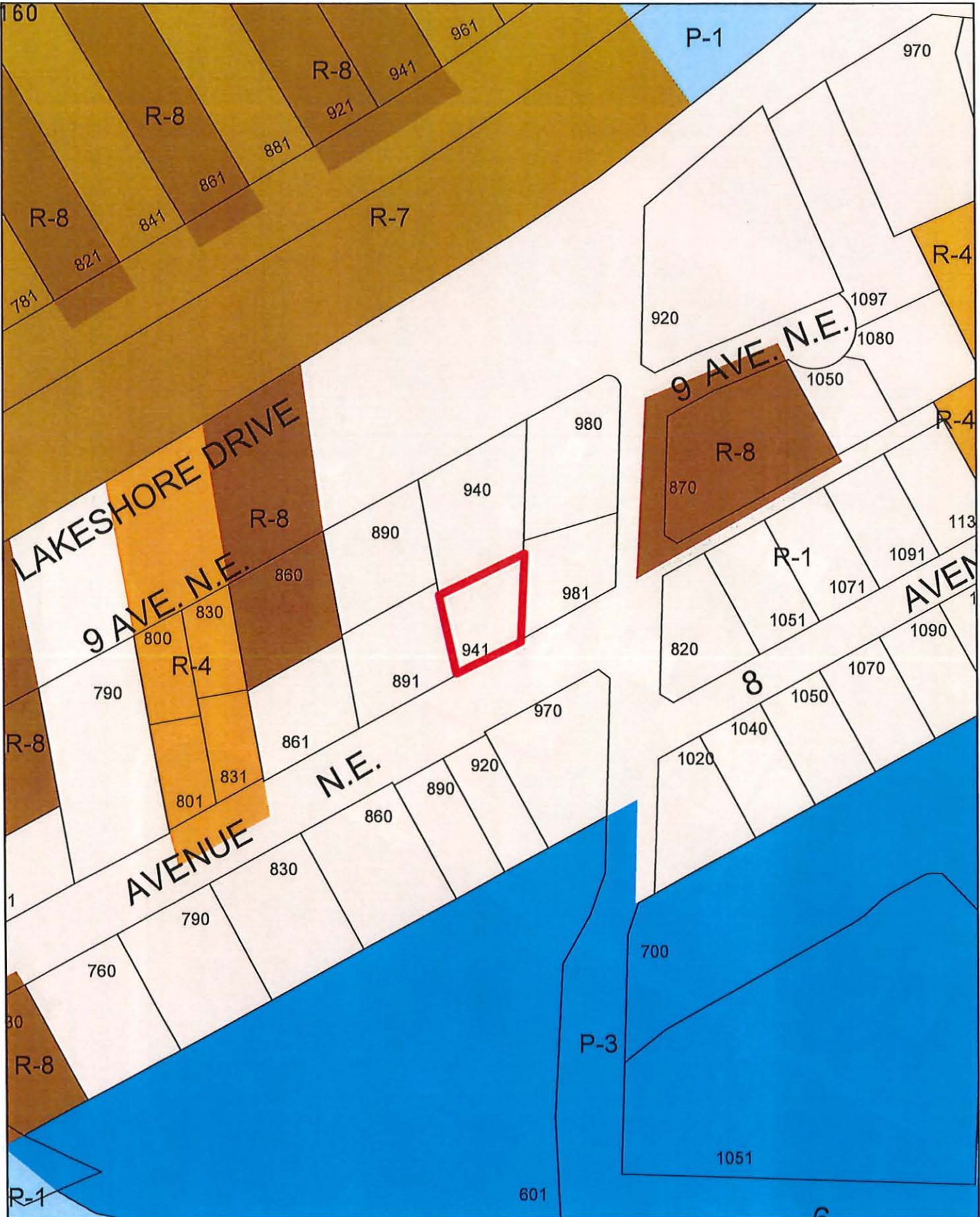
Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services





0 5 10 20 30 40 Meters

 Subject Parcel



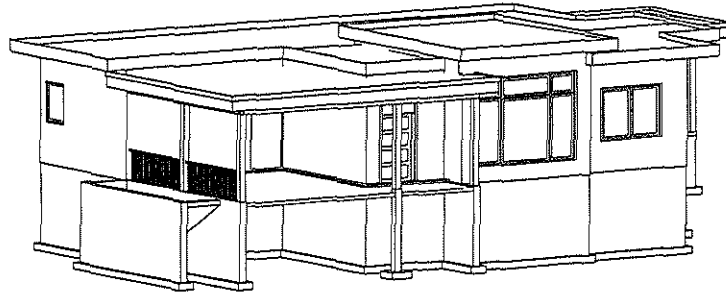
CDN SPEC HOUSE

941 8 AVE NE SALMON ARM, BC V1E 4A8

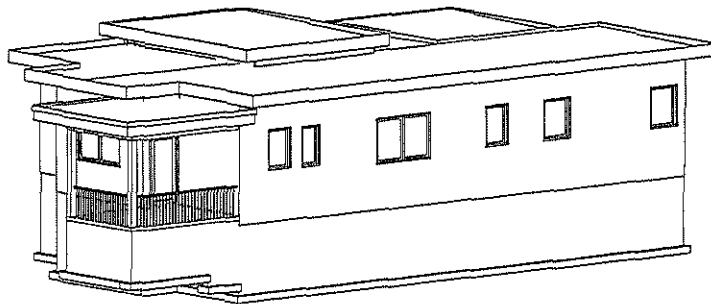
KHM DESIGN

3200 28 ST NE
SALMON ARM, BC
V1E 3Y7

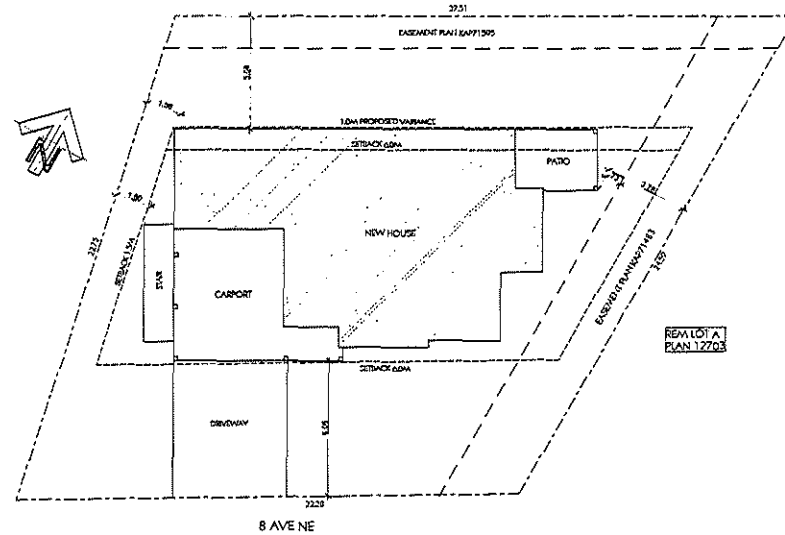
TEL: (250) 517-7131
www.khmdesign.ca
info@khmdesign.ca



2 AXO VIEW FRONT
SCALE: 3/16" = 1'-0"



3 AXO VIEW REAR
SCALE: 3/16" = 1'-0"



1 SITE PLAN
SCALE: 1:100

| AREA SCHEDULE | |
|----------------------|-------|
| AREA NAME | SQFT |
| 1 MAIN FLOOR | 1,397 |
| 2 GARAGE & STAIR | 303 |
| 3 PATIO | 180 |
| 4 BUILDING FOOTPRINT | 1,840 |
| 5 LOT | 3,755 |

| DRAWING LIST | |
|--------------|------------------------------|
| # | SHEET NAME |
| A00 | COVER SHEET, SITE PLAN |
| A01 | GENERAL NOTES, BUILDING CODE |
| A02 | BUILDING CODE |
| A10 | MAIN FLOOR PLAN |
| A11 | LOWER FLOOR PLAN |
| A20 | ELEVATIONS 1 |
| A30 | FOUNDATION PLAN |
| A31 | FOUNDATION DETAILS |
| A40 | MAIN FLOOR FRAMING PLAN |
| A41 | ROOF FRAMING PLAN |
| A50 | SECTIONS 1 |
| A51 | SECTIONS 2 |

PROJECT
CDN SPEC HOUSE

941 8 AVE NE
SALMON ARM, BC
V1E 4A8

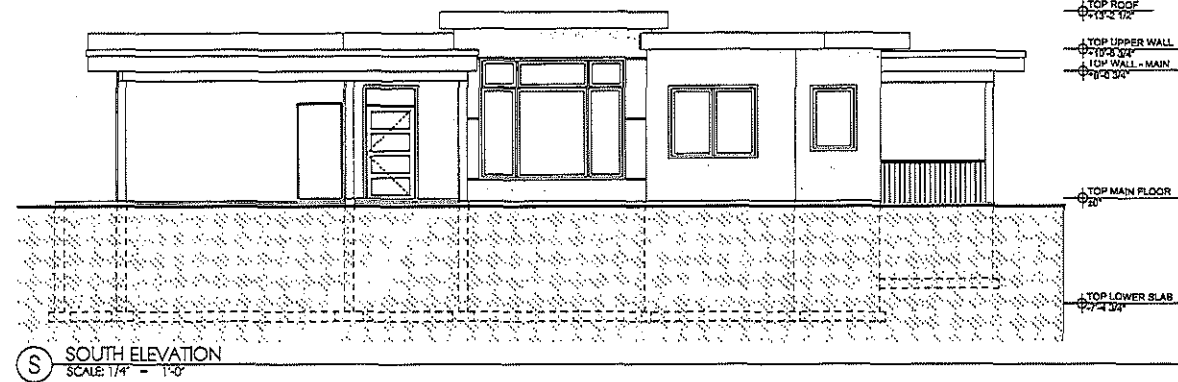
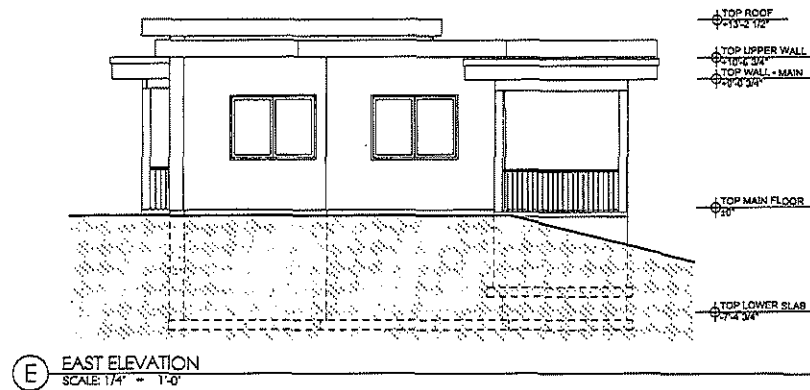
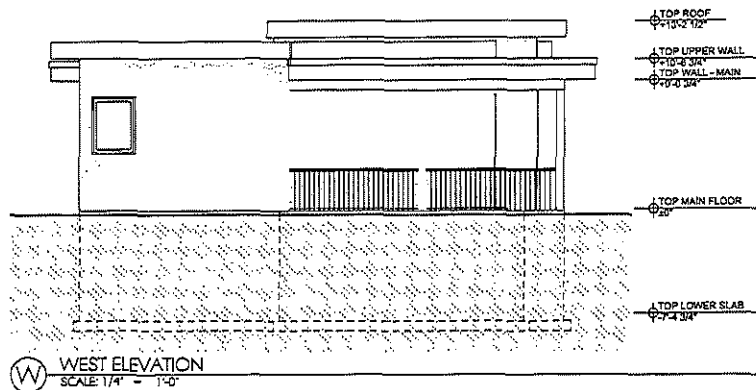
SHEET NAME
COVER SHEET, SITE PLAN

THESE DECISIONS AND DRAWINGS ARE THE EXCLUSIVE PROPERTY OF KHM DESIGN AND MAY NOT BE USED OR REPRODUCED WITHOUT CONSENT.

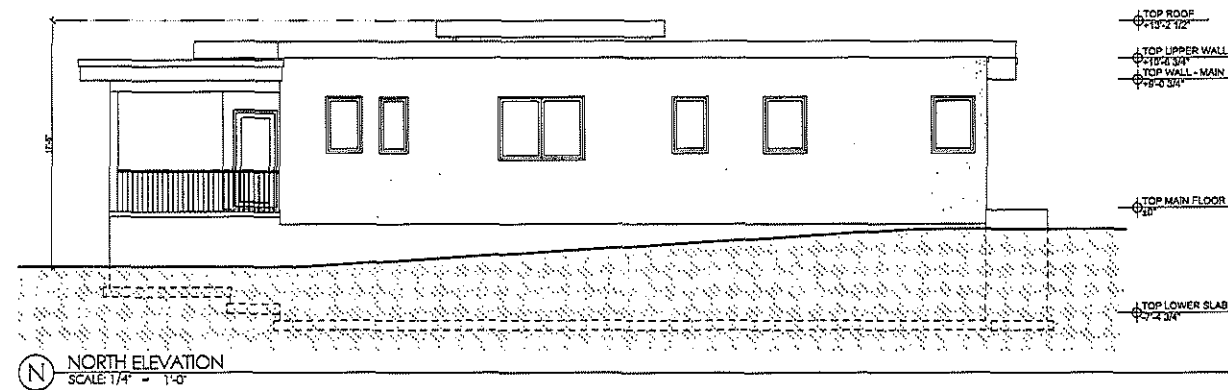
DATE 5/10/2010
DRAWN KHM
JOB #

A0.0

KHM DESIGN

3200 28 ST NE
SALMON ARMY, BC
V1E 3G7TEL: (360) 517-7131
WWW.KHMDSIGN.COM
KHMDSIGN@GMAIL.COMPROJECT
CDN SPEC HOUSE941 8 AVE NE
SALMON ARMY, BC
V1E 4A8

ELEVATION NOTES

WALL FINISHES -
HARDY BOARD SIDING
HARDY BOARDING @ SHAPESROOF FINISHES -
ASPHALT SHINGLESBALANCING -
ALUMINUM 10" X 1"

ELEVATIONS 1

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DATE: 5/10/2010

DRAWN: KHM

JOB #

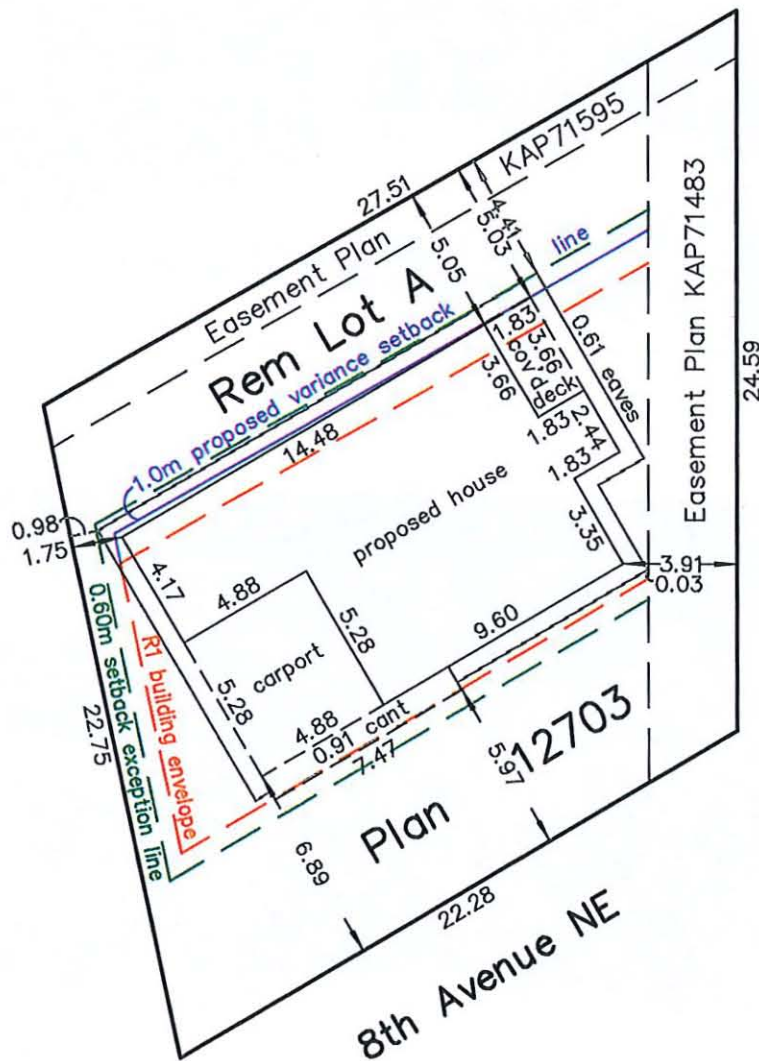
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Plan Showing Proposed Building
on Lot A, Sec 14, Tp 20, R 10,
W6M, KDYD, Plan 12703 Except Plans KAP71482 and EPP5318

Scale 1:250



May 9, 2013

List of Documents on title which may affect
the location of improvements:

Covenants KT73181 & KT73182
Easements KT73185 & KT80680
Right of Way KT73186

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph.250-832-9701
File: 137-13



View of subject parcel looking north from 8 Avenue NE, showing adjacent development (the dark brown accessory building on the subject property will be removed).



View of subject parcel looking northwest from 8 Avenue NE, showing adjacent development.

Item 26.

CITY OF SALMON ARM

Date: June 22, 2020

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of June 22, 2020, be adjourned.

Vote Record

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

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

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