

1. January 23, 2023 - Council Agenda And Correspondence

Documents:

[JANUARY 23, 2023 - COUNCIL AGENDA.PDF](#)

[JANUARY 23, 2023 - COUNCIL CORRESPONDENCE.PDF](#)



AGENDA

**City of Salmon Arm
Regular Council Meeting**

**Monday, January 23, 2023
1:30 p.m.**

[Public Session Begins at 2:30 p.m.]
**Council Chambers of City Hall
500 – 2 Avenue NE
Salmon Arm, BC**

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i>
	4.	ADOPTION OF AGENDA
	5.	DISCLOSURE OF INTEREST
	6.	CONFIRMATION OF MINUTES
3 - 8	1.	Regular Council Meeting Minutes of January 9, 2023
9 - 16	2.	Special Council Meeting Minutes of January 10, 2023
	7.	COMMITTEE REPORTS
17 - 22	1.	Development and Planning Services Committee Meeting Minutes of January 16, 2023
23 - 26	2.	Agricultural Advisory Committee Meeting Minutes of January 11, 2023
27 - 32	3.	Environmental Advisory Committee Meeting Minutes of January 3, 2023
33 - 38	4.	Downtown Parking Commission Meeting Minutes of January 17, 2023
	8.	COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. **STAFF REPORTS**
- 39 – 50 1. Planner – Agricultural Land Commission Application No. 414 [Page, L. and D.; 460 10 Avenue SW; Non-Farm Use]
- 51 – 68 2. Manager of Permits and Licensing – Bylaw Enforcement 2022 Year End Report
- 69 – 74 3. Chief Administrative Officer – Environmental Advisory Committee Terms of Reference
- 75 – 76 4. Director of Engineering and Public Works – Floodplain Mapping Initiative
10. **INTRODUCTION OF BYLAWS**
- 77 – 100 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 [OCP4000-52; Switzer, C. & Muxlow, R.; 6540 50 Street NE; INS to LR] – First Reading
- 101 – 104 2. City of Salmon Arm Zoning Amendment Bylaw No. 4556 [ZON-1253; Switzer, C. & Muxlow, R.; 6540 50 Street NE; P-3 to R-8] *See Item 10.1 for Staff Report* – First Reading
- 105 – 118 3. City of Salmon Arm Zoning Amendment Bylaw No. 4562 [ZON-1254; Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8] – First and Second Reading
- 119 – 130 4. City of Salmon Arm Zoning Amendment Bylaw No. 4566 [ZON-1259; Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8] – First and Second Reading
- 131 – 144 5. City of Salmon Arm Zoning Amendment Bylaw No. 4565 [ZON-1256; Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8] – First and Second Reading
- 145 – 148 6. City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 – First, Second and Third Reading
11. **RECONSIDERATION OF BYLAWS**
- 149 - 156 1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 – Final Reading
12. **CORRESPONDENCE**
- 157 - 158 1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS**
- 159 - 190 1. Presentation 4:00-4:15 (approximately)
T. Kutschker, Director/Curator – Shuswap District Arts Council – Year in Review 2022
- 191 - 194 2. Presentation 4:15-4:30 (approximately)
Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report – October 1, 2022 to December 31, 2022
- 195 - 202 3. Presentation 4:30-4:45 (approximately)
R. Marshall, Executive Director – Community Futures North Okanagan – Rural and Northern Immigration Pilot (RNIP)

- 15. COUNCIL STATEMENTS
- 16. SALMON ARM SECONDARY YOUTH COUNCIL
- 17. NOTICE OF MOTION
- 18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS
- 19. OTHER BUSINESS
- 20. QUESTION AND ANSWER PERIOD

7:00 p.m.
No items for consideration

Page #	Item #	Description
	21.	DISCLOSURE OF INTEREST
	22.	HEARINGS
	23.	STATUTORY PUBLIC HEARINGS
	24.	RECONSIDERATION OF BYLAWS
	25.	QUESTION AND ANSWER PERIOD
203 - 204	26.	ADJOURNMENT

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Item 2

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; and (g) litigation or potential litigation affecting the municipality, if the council considers disclosure could reasonably be expected to harm the interests of the municipality, of the *Community Charter*, Council move In-Camera.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

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Item 6.1

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of January 9, 2023, be adopted as circulated.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:30 p.m. and reconvened at 2:30 p.m. on Monday, January 9, 2023.

PRESENT:

Mayor A. Harrison
Councillor K. Flynn
Councillor T. Lavery (participated remotely)
Councillor L. Wallace Richmond (participated remotely)
Councillor D. Cannon
Councillor S. Lindgren (participated remotely)
Councillor D. Gonella

Chief Administration Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Deputy Corporate Officer R. West

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0001-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; and (g) litigation or potential litigation affecting the municipality, if the council considers disclosure could reasonably be expected to harm the interests of the municipality, of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:31 p.m.

Council returned to Regular Session at 2:20 p.m.

Council recessed until 2:30 p.m.

Councillor S. Lindgren was in attendance in Council Chambers.

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
- 5. DISCLOSURE OF INTEREST
- 6. CONFIRMATION OF MINUTES

- 1. Regular Council Meeting Minutes of December 12, 2022

0002-2023 Moved: Councillor Flynn
 Seconded: Councillor Lindgren
 THAT: the Regular Council Meeting Minutes of December 12, 2022, be adopted as
 circulated.

CARRIED UNANIMOUSLY

- 7. COMMITTEE REPORTS

- 1. Traffic Safety Committee Meeting Minutes of November 17, 2022

0003-2023 Moved: Councillor Lavery
 Seconded: Councillor Flynn
 THAT: the Traffic Safety Committee Meeting Minutes of November 17, 2022 be
 received as information noting that Item 6 d) should read 37 Street and 10 Avenue
 SE - Traffic Concerns.

CARRIED UNANIMOUSLY

- 2. Social Impact Advisory Committee Meeting Minutes of December 16, 2022

0004-2023 Moved: Councillor Wallace Richmond
 Seconded: Councillor Cannon
 THAT: the Social Impact Advisory Committee Meeting Minutes of December 16,
 2022 be received as information.

CARRIED UNANIMOUSLY

- 8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

Highlights from the Regular Board Meeting - December 2022 received for information.

Councillor Lindgren left the meeting at 2:40 p.m. and returned to the meeting at 2:41 p.m.

- 9. STAFF REPORTS

- 1. Director of Corporate Services - License Agreements Airplane Hazard Beacon Site and Powerline Purpose - Updated Council Resolution Required

0005-2023 Moved: Councillor Wallace Richmond
 Seconded: Councillor Cannon
 THAT: Council agrees to acquire the License for the term of 15 years from the
 Province over the land described as that part of the Northwest ¼ of Section 16,
 Township 20, Range 9, West of the Sixth Meridian, Kamloops Division Yale
 District, together with adjacent unsurveyed Crown land, containing 2.0 hectares,
 more or less, to construct, maintain and use the Improvements and the antennas,

9. STAFF REPORTS - continued

1. Director of Corporate Services - License Agreements Airplane Hazard Beacon Site and Powerline Purpose - Updated Council Resolution Required

dishes and other communication equipment on the Land for the Communication Uses described in the site inventory; for hazard beacon, powerline and communication purposes.

CARRIED UNANIMOUSLY

2. Director of Corporate Services - Meeting Management Software

0006-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: Council authorize the Mayor and Corporate Officer to execute the agreement for Council and Board meeting management software with eScribe conditional upon its inclusion in the approved 2023 Budget.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

11. RECONSIDERATION OF BYLAWS

12. CORRESPONDENCE

1. Informational Correspondence

3. J. Bellhouse, Executive Director, The Shuswap Trail Alliance - Letter dated December 8, 2022 - Concerns of E-bike Use on the Foreshore Trail and Safety

0007-2023

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: the item be referred to the Greenways Liaison Committee for review.

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

19. OTHER BUSINESS - continued

1. Winterfest Parade Participation

0008-2023

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: Council approve the cost of entry and candy from Council initiatives in an amount up to \$500 for the purpose of Council members participating in the 2023 Winterfest Parade on February 18th.

CARRIED UNANIMOUSLY

2. CSRD Shuswap Tourism Advisory Committee - Appointment

0009-2023

Moved: Councillor Flynn

Seconded: Councillor Gonella

THAT: Council appoint Councillor Lavery to represent the City of Salmon Arm on the Shuswap Tourism Advisory Committee for 2023 and Councillor Cannon as designated alternate.

CARRIED UNANIMOUSLY

The Meeting recessed at 3:12 p.m.

The Meeting reconvened at 3:15 p.m.

13. NEW BUSINESS

14. PRESENTATIONS

1. J. Beatty - Pesticide Bylaw Recommendations - Environmental Advisory Committee

J. Beatty, on behalf of the Environmental Advisory Committee, provided recommendations to update the City's Pesticide Bylaw was available to answer questions from Council.

Councillor Gonella left the meeting at 3:20 p.m. and returned at 3:21 p.m.

2. L. Gubbels - Tree Bylaw Recommendations - Environmental Advisory Committee

L. Gubbels and F. Vroom, on behalf of the Environmental Advisory Committee, provided recommendations to update the City's Urban Tree Removal Bylaw and were available to answer questions from Council.

0010-2023

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council accept the reports from the Environmental Advisory Committee on the City's Pesticide and Urban Tree Removal Bylaws and direct staff to review options to update Bylaw No. 3744 and Bylaw No. 2305 and report back to Council.

CARRIED UNANIMOUSLY

- 20. QUESTION AND ANSWER PERIOD
- 21. DISCLOSURE OF INTEREST
- 22. HEARINGS
- 23. STATUTORY PUBLIC HEARINGS
- 24. RECONSIDERATION OF BYLAWS
- 25. QUESTION AND ANSWER PERIOD
- 26. ADJOURNMENT

0011-2023 Moved: Councillor Lavery
 Seconded: Councillor Wallace Richmond
 THAT: the Regular Council Meeting of January 9, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:17 p.m.

CERTIFIED CORRECT:

Adopted by Council the day of , 2023.

CORPORATE OFFICER

MAYOR

Item 6.2

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Special Council Meeting Minutes of January 10, 2023, be adopted as circulated.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

SPECIAL COUNCIL MEETING

Minutes of a Special Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, at 9:00 a.m. on Tuesday, January 10, 2023.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor K. Flynn
Councillor D. Gonella
Councillor T. Lavery (participated remotely)
Councillor S. Lindgren
Councillor L. Wallace Richmond (participated remotely)

Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle (participated remotely)
Manager of Financial Services T. Tulak
Service Delivery Management Coordinator J. Wilson
Manager of Permits & Licensing M. Roy (participated remotely)
Capital Works Supervisor T. Perepolkin (participated remotely)
G.I.S. Coordinator G. Patterson (participated remotely)
City Engineer G. Bau Baiges (participated remotely)
Fire Chief B. Shirley
Manager of Roads and Parks D. Gerow (participated remotely)
Manager of Utilities G. Rasmuson (participated remotely)
General Manager, Shuswap Recreation Society D. Boyd
Staff Sergeant S. West (participated remotely)
Deputy Corporate Officer R. West

1. **CALL TO ORDER**

Mayor Harrison called the meeting to order at 9:00 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. **DECLARATION OF INTEREST**

4. **PRESENTATIONS**

C. Van de Cappelle, Chief Financial Officer, provided an overview of the 2023 Budget and was available to answer questions from Council.

5. INTRODUCTION OF BYLAWS

1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 – First, Second and Third Readings

The Chief Financial Officer outlined the memorandum dated December 21, 2022 and provided an overview of the draft 2023 to 2027 Financial Plan Bylaw.

0012-2023 Moved: Councillor Lavery
 Seconded: Councillor Wallace Richmond
 THAT: the bylaw entitled City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 be read a first, second and third time.

During discussion, the following amendments to the 2023 to 2027 Financial Plan Bylaw No. 4564 were considered:

Councillor Cannon left the meeting at 9:41 a.m. and returned at 9:42 a.m.

0013-2023 Moved: Councillor Flynn
 Seconded: Councillor Gonella
 THAT: the amount of \$30,000 be allocated to sidewalk snow removal and sanding for weekend snow removal, funded from the COVID 19 Safe Restart Grant.

CARRIED UNANIMOUSLY

The Meeting recessed at 11:11 a.m.
The Meeting re-convened at 11:25 a.m.

The Meeting recessed at 11:54 a.m.
The Meeting re-convened at 12:28 p.m.

Councillor Flynn left the meeting at 1:37 p.m. and returned at 1:39 p.m.

The Meeting recessed at 1:51 p.m.
The Meeting re-convened at 2:00 p.m.

0014-2023 Moved: Councillor Lindgren
 Seconded: Councillor Cannon
 THAT: the amount of \$25,000 be allocated towards the installation of secure locker/bike storage in the downtown core, funded 80% from the Local Government Climate Action Program Grant and 20% from the Canada 150 Celebrations Reserve.

DEFEATED

Mayor Harrison, Councillors Flynn, Lavery, Wallace Richmond, Gonella Opposed

Councillor Wallace Richmond declared a conflict of interest as Salmon Arm Economic Development Society is a client of her firm and Councillor Gonella declared a conflict of interest as the Salmon Arm Folk Music Society receives funding from the Salmon Arm Economic Development Society, and left the meeting at 2:40 p.m.

5. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 - First, Second and Third Readings

0015-2023 Moved: Councillor Flynn
Seconded: Mayor Harrison
THAT: the amount of \$15,000 be allocated to wayfinding signage in support of the Salmon Arm Economic Development Society MRDT-Signage Project - to remove and prepare the site for 3 new downtown pillars, funded from the COVID 19 Safe Restart Grant.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond returned to the meeting at 2:43 p.m. and Councillor Gonella returned to the meeting at 2:45 p.m.

0016-2023 Moved: Councillor Lindgren
Seconded: Councillor Gonella
THAT: to increase funding in the amount of \$5,000 for Police Based Victim Services, funded from general taxation.

DEFEATED

Mayor Harrison, Councillors Cannon, Wallace Richmond, Flynn Opposed

0017-2023 Moved: Councillor Lavery
Seconded: Councillor Gonella
THAT: to allocate an amount of \$2,500 per year to facilitate Foreshore (Raven) Trail Dog Monitoring for 2023, 2024, 2025 and 2026, funded from general taxation.

CARRIED

Councillors Cannon and Lindgren Opposed

Mayor Harrison, Councillor Cannon and Councillor Wallace Richmond declared a conflict as they are members of the Salmon Arm Curling Club and left the meeting at 3:17 p.m. Deputy Mayor Flynn assumed the Chair.

0018-2023 Moved: Councillor Lindgren
Seconded: Councillor Gonella
THAT: the total amount of \$72,030 be allocated for landscaping improvements (\$68,530) and increased operating and maintenance (\$3,500) at the Salmon Arm Curling Club, 27 and 24 Street NE and 8 Avenue NE, funded from the COVID 19 Safe Restart Grant.

CARRIED UNANIMOUSLY

Councillor Lindgren left the meeting at 3:25 p.m.

Mayor Harrison, Councillor Wallace Richmond and Councillor Cannon returned to the meeting at 3:25 p.m. and Mayor Harrison resumed the Chair.

Councillor Flynn declared a conflict of interest as the major tenant of Shuswap Park Mall, Askews, is a client of his firm and left the meeting at 3:25 p.m.

5. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 – First, Second and Third Readings

0019-2023

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the amount of \$10,000 designated as part of the Ross Street Underpass Project budget for frontage restoration works at Shuswap Park Mall, be held pending a staff review of the property owners design and cost estimate to undertake an alternative design concept;

AND THAT: the Shuswap Park Mall remain responsible for any cost over \$10,000.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 3:30 p.m.

The meeting recessed at 4:02 p.m.

The meeting reconvened on January 11, 2023 at 9:00 a.m.

PRESENT:

Mayor A. Harrison
Councillor D. Cannon
Councillor K. Flynn (entered the meeting at 9:04 a.m.)
Councillor D. Gonella
Councillor T. Lavery (participated remotely)
Councillor S. Lindgren
Councillor L. Wallace Richmond (participated remotely)

Chief Administrative Officer E. Jackson
Director of Corporate Services S. Wood
Director of Engineering & Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Manager of Financial Services T. Tulak
Fire Chief B. Shirley
G.I.S. Coordinator G. Patterson
City Engineer G. Bau Baiges
Service Delivery Management Coordinator J. Wilson
Manager of Utilities G. Rasmuson
General Manager, Shuswap Recreation Society D. Boyd
Deputy Corporate Officer R. West

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 9:00 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."

5. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 - First, Second and Third Readings

0020-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Parks - Bikeways Reserve balance, estimated at \$188,000, be re-allocated to the Active Transportation Reserve;

AND THAT: the 2023 Budget include a transfer to the Active Transportation Reserve in the amount of \$130,000;

AND FURTHER THAT: the 2023 Budget include an additional transfer from the COVID 19 Safe Restart Grant Reserve in the amount of \$30,000.

CARRIED UNANIMOUSLY

0021-2023

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the amount of \$37,000 be transferred from the Blackburn Park Reserve to a specific reserve for the Shuswap Youth Soccer Association Blackburn Park Synthetic Fields project.

DEFEATED

Mayor Harrison, Councillors Flynn, Wallace Richmond, Gonella, Lavery Opposed

Councillor Gonella declared a conflict as the Salmon Arm Folk Music Society is a tenant of the Salmon Arm and Shuswap Lake Agricultural Association and left the meeting at 9:43 a.m.

Councillor Gonella returned to the meeting at 10:00 a.m.

0022-2023

Moved: Councillor Lindgren

Seconded: Councillor Gonella

THAT: Council direct Administration to consult with the Economic Development Society on re-visiting the viability of various public transportation options to the industrial park.

CARRIED UNANIMOUSLY

The meeting recessed at 10:29 a.m.

The meeting reconvened at 10:42 a.m.

0023-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the amount of \$48,300 be transferred from the Transit Service Reserve to a Transit Bus Bench Reserve for the purpose of managing the City's bus bench infrastructure.

CARRIED

Councillor Flynn Opposed

5. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 – First, Second and Third Readings

0024-2023 Moved: Councillor Flynn
 Seconded: Councillor Lindgren
 THAT: the amount of \$4,000 be allocated for the Wildsafe BC Program from Solid Waste/Recycling Program – Advertising, Promotion and Education for a one year trial program.

CARRIED UNANIMOUSLY

0025-2023 Moved: Councillor Lavery
 Seconded: Councillor Lindgren
 THAT: the amount of \$1,500 be allocated for the Shuswap Regional Trails RoundTable for 2023, funded from Council Initiatives;

AND THAT: funding in the amount of \$1,500 be allocated from Council Initiatives in the 2024, 2025 and 2026 budgets, for this event.

CARRIED UNANIMOUSLY

0026-2023 Moved: Councillor Wallace Richmond
 Seconded: Councillor Flynn
 THAT: the amount of \$30,000 be allocated for the installation of an electrical junction box and additional lighting at the Cenotaph, funded from the Canada 150 Celebrations Reserve.

CARRIED UNANIMOUSLY

0027-2023 Moved: Councillor Lindgren
 Seconded: Councillor Cannon
 THAT: the amount of \$60,000 be allocated from the Local Government Climate Action Reserve to fund a portion of the cost of a consultant to develop a climate action plan; with the remainder to be funded by grants.

A Point of Order was raised by Councillor Lavery. The Chair's ruling on the Point of Order was that the motion should be made in the form of a Notice of Motion. Councillors Lindgren and Cannon agreed to withdraw the motion and provide it in the form of a Notice of Motion on a future Council Agenda.

Councillor Lindgren left the meeting at 11:47 a.m. and returned at 11:48 a.m.

0028-2023 Moved: Councillor Flynn
 Seconded: Councillor Cannon
 THAT: an additional amount of \$182,500 be allocated for the purchase of a tandem dump truck/plow for snow clearing in 2023, funded from general taxation.

DEFEATED

Mayor Harrison, Councillors Lavery, Lindgren, Wallace Richmond Opposed

5. INTRODUCTION OF BYLAWS - continued

- 1. City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 - First, Second and Third Readings

The question was called on the motion as amended:

Motion as amended:

CARRIED UNANIMOUSLY

6. OTHER BUSINESS

7. IN-CAMERA SESSION

8. ADJOURNMENT

0029-2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Special Council Meeting of January 10, 2023, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 12:38 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

MAYOR

Adopted by Council the day of , 2023.

Item 7.1

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Development and Planning Services Committee Meeting Minutes of January 16, 2023 be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, January 16, 2023.

PRESENT:

Mayor A. Harrison
Councillor T. Lavery (participated remotely)
Councillor D. Gonella (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor K. Flynn
Councillor L. Wallace Richmond (participated remotely)
Councillor D. Cannon

Chief Administration Officer E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Director of Corporate Service S. Wood
Senior Planner C. Larson
Planner M. Smyrl
Executive Assistant B. Puddifant

ABSENT:

1. CALL TO ORDER

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

Councillor Gonella entered the meeting at 8:01. 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".

Councillor Gonella left the meeting at 8:02 a.m. and returned at 8:03 a.m.

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict with Item 5.4 as the applicant is a client of his firm.

Councillor Gonella declared a conflict with Item 5.1 as he is the Executive Director of the Roots and Blues Festival.

Councillor Lavery declared a conflict with Item 5.5 as the applicant is his neighbor.

Councillor Gonella declared a conflict and left the meeting at 8:04 a.m.

Councillor Cannon entered the meeting at 8:05 a.m.

5. REPORTS

- 1. Agricultural Land Commission Application No. ALC-414 [Page, L. & D.; 460 10 Avenue SW; Non-Farm Use]

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. 414 be authorized for submission to the Agricultural Land Commission.

L. Page, the applicant, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Gonella returned to the meeting at 8:07 a.m.

- 2. Official Community Plan Amendment Application No. OCP4000-52 [Switzer, C. & Muxlow, R.; 6450 50 Street NE; INS to LR]

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan Bylaw No. 4000 Land Use Designation of Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882, Except Plan H609 from INS (Institutional) to LR (Low Density Residential).

CARRIED UNANIMOUSLY

- 3. Zoning Amendment Application No. ZON-1253 [Switzer, C. & Muxlow, R.; 6450 50 Street NE; P-3 to R-8] See Item 5.2 for Staff Report

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882 Except Plan H609 from P-3 (Institutional Zone) to R-8 (Residential Suite Zone);

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

- 1. Ministry of Transportation and Infrastructure approval; and
- 2. adoption of associated Official Community Plan Amendment Bylaw.

CARRIED UNANIMOUSLY

5. REPORTS - continued

Councillor Flynn declared a conflict and left the meeting at 8:13 a.m.

4. Zoning Amendment Application No. ZON-1254 [Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8]

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

C. Hindbo, Hindbo Construction Group Inc. agent for the owner, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 8:17 a.m.

Councillor Lavery declared a conflict and left the meeting at 8:17 a.m.

5. Zoning Amendment Application No. ZON-1259 [Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8]

Moved: Councillor Flynn

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 rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

J. & E. Zaichkowsky, the applicants, were available to answer questions from the Committee.

CARRIED UNANIMOUSLY

Councillor Lavery returned to the meeting at 8:19 a.m.

5. REPORTS - continued

6. Zoning Amendment Application No. ZON-1256 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8]

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

M. Wilson, Whitstone Developments Ltd., agent for the owner, was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

7. Development Variance Permit Application No. VP-566 [Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; Setback requirements]

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-566 be authorized for issuance for Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489, which will vary Zoning Bylaw No. 2303, Section 13.14.2, reducing the rear parcel line setback from 3.0 m to 2.0 m to facilitate construction of a new detached suite in accordance with the drawings attached as Appendix 3 to the Staff Report dated December 13, 2022.

M. Wilson, Whitstone Developments Ltd., agent for the owner, was available to answer questions from the Committee.

CARRIED
Councillor Lindgren Opposed

6. FOR INFORMATION

7. IN-CAMERA

8. ADJOURNMENT

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee meeting of January 16, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:30 a.m.

Mayor A. Harrison, Chair

Minutes received as information by Council at their Regular Meeting of _____, 2023.

Item 7.2

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the Agricultural Advisory Committee Meeting Minutes of January 11, 2023 be received as information.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF SALMON ARM

Minutes of the Agricultural Advisory Committee Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on **January 11, 2023 at 3:00 p.m. (GoTo Meeting and in-person)**

Present

Councillor David Gonella, Chair

Mike Schroeder

Ken Jamieson

Barrie Voth

Don Syme

Melinda Smyrl, Planner/Recorder - staff (non-voting)

Lindsay Benbow, Ministry of Agriculture – staff (non-voting)

Regrets:

James Hanna

Ron Ganert

Serena Caner

Jen Gamble

The meeting was called to order at 3:03pm

1. Call to Order

2. Acknowledgment of Traditional Territory

3. Approval of Agenda

Moved: Mike Schroeder

Seconded: Barry Voth

THAT: the Agricultural Advisory Committee Meeting Agenda of January 11, 2023 be approved.

CARRIED UNANIMOUSLY

4. Approval of Minutes April 13, 2022

Moved: Ken Jamieson

Seconded: Don Syme

THAT: the Agricultural Advisory Committee Meeting Minutes of April 13, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

5. Disclosure of Interest

The Chair noted their conflict of interest with regard to Item 7.1. Committee member Ken Jamieson is appointed chair at that time.

6. New Business

6.1 Terms of Reference

The Terms of Reference was discussed by the group. Members discussed possible amendments that would include additions to the scope of the committee mandate to advise Council regarding food security and urban agriculture. This would include increasing the role of the committee as educators and promoting Ag businesses within the community. The Chair will provide Council with an update. Council would have to approve any amendments to the Terms of Reference.

Members were asked to review the Terms of Reference in advance of the next meeting and possible amendments would be discussed and moved forward to Council for consideration.

Staff advised the group that the Official Community Plan review will emerge as significant planning project which the AAC will participate in some form in the near future. In addition, Council has listed an update to the Agriculture Plan as a medium goal in the Council Strategic Plan. These are large scale planning projects that the AAC will play a part and that members should be prepared to be engaged in their next term should they choose to continue with the committee.

6.2 Committee Appointments June 2023

Staff advised that Committee Terms are set to expire in June 2023. Reminders will be sent to the group in May. If members are aware that they do not wish to submit an application to please advise the Chair or staff.

7. Updates

7.1 ALC Applications Update – (Councillor Gonella left the room at 3:25 pm. Ken Jamieson assumed role as Chair)

- i. For Information: 460 10 Avenue SW – Non Farm Use (ALC 414)
Staff updated the group regarding the application.

Councillor Gonella returned to the meeting and resumed the Chair at 3:38 pm.

Staff provided a brief summary of applications that have been reviewed by the ALC and the decisions.

7. Updates - continued

7.2 Ministry of Agriculture – Projects and Grants

Ministry of Agriculture staff updated the group on upcoming grant opportunities. Grant opportunities are updated on the Ministry of Agriculture website on a regular basis and the public can submit their email address to be included on notices and newsletters.

Grants of interest with upcoming deadlines include the Organic Transition Funding Grant, Orchard: Light Reflecting Grant, Knowledge and Technology Transfer Grant. The grant opportunities are available through the Ministry of Agriculture. The Shuswap Watershed Council Watershed Quality Grant is taking applications until January 31, 2023. This grant is not through the Ministry of Agriculture but may be of interest to local operations in the industry.

The Pacific Agriculture Show will be in Abbotsford January 26-28, farmers and those with an interest in the industry are encouraged to attend.

8. Next Meeting – February 8, 2023, 3:00pm to 4:30pm

The meeting will be a hybrid meeting with online and in-person options for members of the group and public to attend.

9. Adjournment

Moved: Ken Jamieson

Seconded: Barrie Voth

THAT: The Agricultural Advisory Committee Meeting of January 11, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting was adjourned at 4:28pm

Councillor D. Gonella, Chair

Received for information by Council on the _____ day of _____ 2023.

Item 7.3

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Environmental Advisory Committee Meeting Minutes of January 3, 2023 be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held in person in Room 100 at City Hall and by virtual means on Tuesday, January 3, 2023 at 2:30 p.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Sharon Bennett	Citizen at Large
Carmen Fennell	Citizen at Large
Barrie Voth	Agricultural Industry
Travis Elwood	School District No. 83
Janet Aitken	Salmon Arm Bay Nature Enhancement Society (SABNES)
Luke Gubbels	Canoe Forest Products
Jennifer Wilson	City of Salmon Arm, Service Delivery Management Coordinator
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Christina Thomas	Adams Lake Indian Band
Warren Bell	Neskonlith Indian Band
Michael Simpson	Canadian Association of Physicians for the Environment (CAPE)
Jessica Klikach	Citizen at Large
	Salmon Arm Fish and Game Club

GUESTS:

Ceran Caner
Frederick Vroom

The meeting was called to order at 2:33 p.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

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. Approval/changes/additions to Agenda

Moved: Pauline Waelti

Seconded: Janet Pattinson

THAT: the Environmental Advisory Committee Meeting Agenda of January 3, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes from November 18, 2022

Moved: Pauline Waelti

Seconded: Barrie Voth

THAT: the Minutes of the Environmental Advisory Committee Meeting of November 18, 2022 be approved.

CARRIED UNANIMOUSLY

5. Presentations**6. Old Business/Arising from Minutes**

Travis Elwood entered the meeting at 2:39 p.m.

- a) **Working Group Update - Bylaw Review - Tree Removal and Protection Bylaw No. 2305 and Pesticide Use Bylaw No. 3744 - presentation to Council on January 9, 2022**

Pesticide Use Bylaw - Julia Beatty outlined the recommendations to Council for revisions to City of Salmon Arm Pesticide Use Bylaw No. 3744 for presentation to Council at the January 9, 2023 Regular Council Meeting.

Tree Removal Bylaw - Luke Gubbels outlined the recommendations to Council for revisions to the City of Salmon Arm Tree Removal and Protection Bylaw No. 2305. The working group will be meeting to finalize the presentation material for presentation at the January 9, 2023 Regular Council Meeting.

Ceran Caner entered the meeting at 2:52 p.m.

- b) **Committee Work Plan review**

Councillor Lindgren reviewed the Committee's Work Plan from 2020. The Committee agreed that one of the main focuses for the Committee will relate to Climate Action. Jennifer Wilson spoke regarding the use of LED lights within the City and the reduction of non-directional lighting and provided an overview of current and future projects that the City is working towards. The Committee identified areas for review including the City's Building Bylaw, Food Security, Climate Action Strategy and Invasive Species control and shoreline habitat.

6. Old Business/Arising from Minutes - continued**b) Committee Work Plan review – continued**

Working groups will be established as follows:

- i) Food Security – this working group will consist of Janet Pattinson, Pauline Waelti and Barrie Voth. The group will reach out to the Shuswap Food Action Society to identify areas in which the Committee could support the Food Action Society. Councillor Lindgren will invite a representative from the Food Action Society to present to the Committee at the February 7, 2023 meeting.
- ii) Biodiversity and Riparian health – this working group will consist of Julia Beatty, Janet Aitken, Sharon Bennett and Ceran Caner and will focus on riparian area protection, invasive species and aquatic health. This working group could obtain input from the Shuswap Trail Alliance and SABNES.

Jennifer Wilson will provide guidance to the Committee at the February 7, 2023 meeting on projects that the Committee could potentially provide input.

c) Tree Planting Grant update – J. Wilson

Jennifer Wilson spoke regarding the City's application for funding for Earth Day and the requirements for receiving the funding. The City has identified potential sites for planting on City owned property. The Committee suggested that the community and the Committee could be involved in the process.

7. New Business

Janet Aitken left the meeting at 3:45 p.m.

8. Other Business & / or Roundtable Updates**a) Review of Quorum**

Councillor Lindgren spoke regarding the membership of the Committee and the Committee members suggested various ideas regarding quorum at the meetings. This will be further discussed at the next meeting of the Committee.

9. Next Meeting – February 7, 2023

10. Adjournment

Moved: Carmen Fennell

Seconded: Travis Elwood

THAT: the Environmental Advisory Committee meeting of January 3, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:55 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2023.

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Item 7.4

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: the Downtown Parking Commission Meeting Minutes of January 17, 2023 be received as information.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF SALMON ARM

Minutes of the Downtown Parking Commission Meeting held by electronic means on Tuesday, January 17, 2023.

PRESENT:

Tim Lavery	Councillor, City of Salmon Arm
Bill Laird	Member at Large
Cathy Ingebrigston	Member at Large, Chair
Vic Hamilton	Member at Large
Regan Ready	Member at Large
Vera Chomyshen	DSA Representative
Jacquie Gaudreau	DSA Representative
Morgen Matheson	DSA Representative
Gerald Foreman	DSA Representative
Colin Mahood	Resource Personnel, City Bylaw Officer
Maurice Roy	Resource Personnel, Manager of Permits & Licensing
Gabriel Bau Baiges	Resource Personnel, City Engineer
Robert Niewenhuizen	Resource Personnel, Director of Engineering & Public Works, Recorder

ABSENT:

GUEST:

The meeting was called to order at 8:00 a.m. by Chair, Cathy Ingebrigston.

1. **INTRODUCTIONS AND WELCOME**
Rob Niewenhuizen, Director of Engineering & Public Works, introduced Gabriel Bau Baiges as the City Engineer.
2. **ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**
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. **PRESENTATIONS:**

4. APPROVAL / CHANGES / ADDITIONS TO AGENDA

Addition of 7. c) – Browne Johnston Parking – Inner Core, Stall #2

Moved: Reagan Ready

Seconded: Bill Laird

THAT: the Downtown Parking Commission Meeting Agenda of January 17, 2023 be approved with addition.

CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES FROM NOVEMBER 15, 2022

Moved: Reagan Ready

Seconded: Bill Laird

THAT: the Downtown Parking Commission Meeting Minutes of November 15, 2022 be adopted.

CARRIED UNANIMOUSLY

6. OLD BUSINESS ARISING FROM MINUTES

- a) 2023 Chairperson Schedule
The 2023 Chairperson Schedule was reviewed.
- b) 2023 Meeting Calendar
The 2023 Meeting Calendar was reviewed.

7. NEW BUSINESS

- a) Member at Large Term expiry – February 27, 2023
It is recommended that Cathy Ingerbrigston, Regan Ready, Bill Laird and Vic Hamilton extend their Member at Large term for another two years to maintain consistency through planning processes.

Moved: Morgen Matheson

Seconded: Tim Lavery

THAT: Cathy Ingebrigston, Regan Ready, Bill Laird and Vic Hamilton extend their Member at Large Term for a further two years from February 27, 2023 to February 127, 2025.

CARRIED UNANIMOUSLY

7. **NEW BUSINESS -continued**

- b) BC Hydro Electric Vehicle Charge Station – Hudson Street Parking Lot
- Rob Niewenshuizen provided an overview of the proposal
 - Discussion regarding paid parking while charging
 - Reagan Ready questioned the retention of the Ross Street Charging Station
 - Motion to accept the proposal was tabled until after City staff discusses the Ross Street Charging Station with BC Hydro
- c) Browne Johnston Parking – Inner Core, Stall #2
- Maurice Roy provided details as to why Browne Johnston is giving up this parking spot
 - Options of moving garbage bins discussed

Moved: Reagan Ready

Seconded: Vic Hamilton

THAT: Stall #2 be turned into an hourly stall and convert an existing hourly stall to a monthly stall.

CARRIED UNANIMOUSLY

8. **OTHER BUSINESS – Correspondence (for information)**

- a) Observer Article December 19, 2022 – Owner of Salmon Arm parking lots shortens lease, 84 loonies irk Councillor

Received for information.

- b) Observer Article December 7, 2022 – Pay parking is no more in downtown Penticton

Received for information.

9. **NEXT MEETING – Tuesday, February 28, 2023**

The next meeting of the Downtown Parking Commission will be Tuesday, February 28, 2023. The Chairperson will be Vic Hamilton.

10. ADJOURNMENT

Moved: Vera Chomyshen

Seconded: Gerald Foreman

THAT: the Downtown Parking Commission Meeting of January 17, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:30 a.m.

Minutes received as information by Council
at their Regular Meeting of _____, 2023.

Maurice Roy

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Item 9.1

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. 414 be authorized for submission to the Agricultural Land Commission.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

To: His Worship Mayor Harrison and Council

Date: January 9, 2023

Subject: Agricultural Land Commission Application No. 414 (Non-Farm Use)
Legal: Lot 2, Section 11, Township 20, Range 10, W6M, KDYD, Plan 27414
Civic: 460 10 Avenue SW
Owner/Applicant: Loa and Dayton Page

STAFF RECOMMENDATION:

THAT: Agricultural Land Commission Application No. 414 be authorized for submission to the Agricultural Land Commission.

PROPOSAL

The owner of 460 10 Avenue SW is requesting Non-Farm Use approval from the Agricultural Land Commission for the use of the north section of the subject property for a temporary campground in conjunction with the annual Roots and Blues Festival. The owner received similar approvals in 2013 and 2016. Under the previous applications the owner has been compliant with the conditions of the permits.

BACKGROUND

Located at 460 10 Avenue SW, south of the Fall Fairgrounds, the subject property is approximately 3.3ha (8.34ac) in area (Appendix 1). Site plans for the area to be used for the temporary campground submitted by the applicant are enclosed as Appendix 5.

The subject property is designated Acreage Reserve in the Official Community Plan (OCP), outside the Urban Containment Boundary (UCB), and is zoned Rural Holding (A-2) as shown on Appendices 2 and 3. The parcel is within the ALR (Appendix 4) and there is a single family dwelling on the subject property. Generally, the subject property is within an area referred to as "ALR Island" and the immediate neighbourhood is characterized by park land to the north and large rural residential and agricultural properties to the east, west and south.

In order to operate a temporary campground on the subject property the owner must obtain ALC approval through the subject application and a Temporary Use Permit (TUP) issued by Council. In May 2022 Council approved a TUP for the subject property for a three year period.

Since 2016 the owner has operated a temporary campground in conjunction with the Roots and Blues Festival. In 2018 the owner obtained the last Non Farm Use approval from the ALC, which remained valid through August 2022. The terms of the previous ALC Non-Farm Use approved in 2018 were granted for a 14 day period over the course of the Roots and Blues Festival only. No permanent structures were to be erected and the owner must provide the ALC with an annual status report following each event to verify that the land is returned back to an equal or better agricultural standard.

The subject property has an Improved Soil Capability Rating of 60% Class 2(X), with minor adverse conditions and 40% Class 4(W) affected by excess water conditions (Appendix 6). With regard to the Unimproved Soil Capability Rating the subject property is 60% Class 3 and 40% Class 4 (Appendix 7). Soil capability rating ranges from Class 1 to Class 7. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow the growth of the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

Adjacent zoning and land uses include the following:

North: Park and Recreational Zone (P-1)/Institutional Zone (P-3)/ALR – Fall Fairgrounds
South: Rural Holding (A-2) – Single Family Dwelling/Pasture/ Single Family Residential (R-1)
Single Family Dwelling
East: Rural Holding (A-2)/Single Family Residential (R1)/ALR – Residential/Agriculture/Pasture
West: Rural Holding (A-2)/Single Family Residential (R1)/ALR – Residential/Agriculture/Pasture

The proposed use is consistent with the TUP issued in 2022 and staff do not feel that the proposed development would negatively impact the rural and agricultural nature of the surrounding area.

COMMENTS

Engineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Planning

The proposed extension of the ALC Non-Farm Use in order to provide camping for the Roots and Blues Festival is supported by staff. Any issues related to the temporary use of the site for the events is addressed by staff at the TUP stage of the application process and as noted above, Council issued a TUP in May 2022 that was also supported by staff.



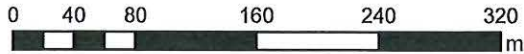
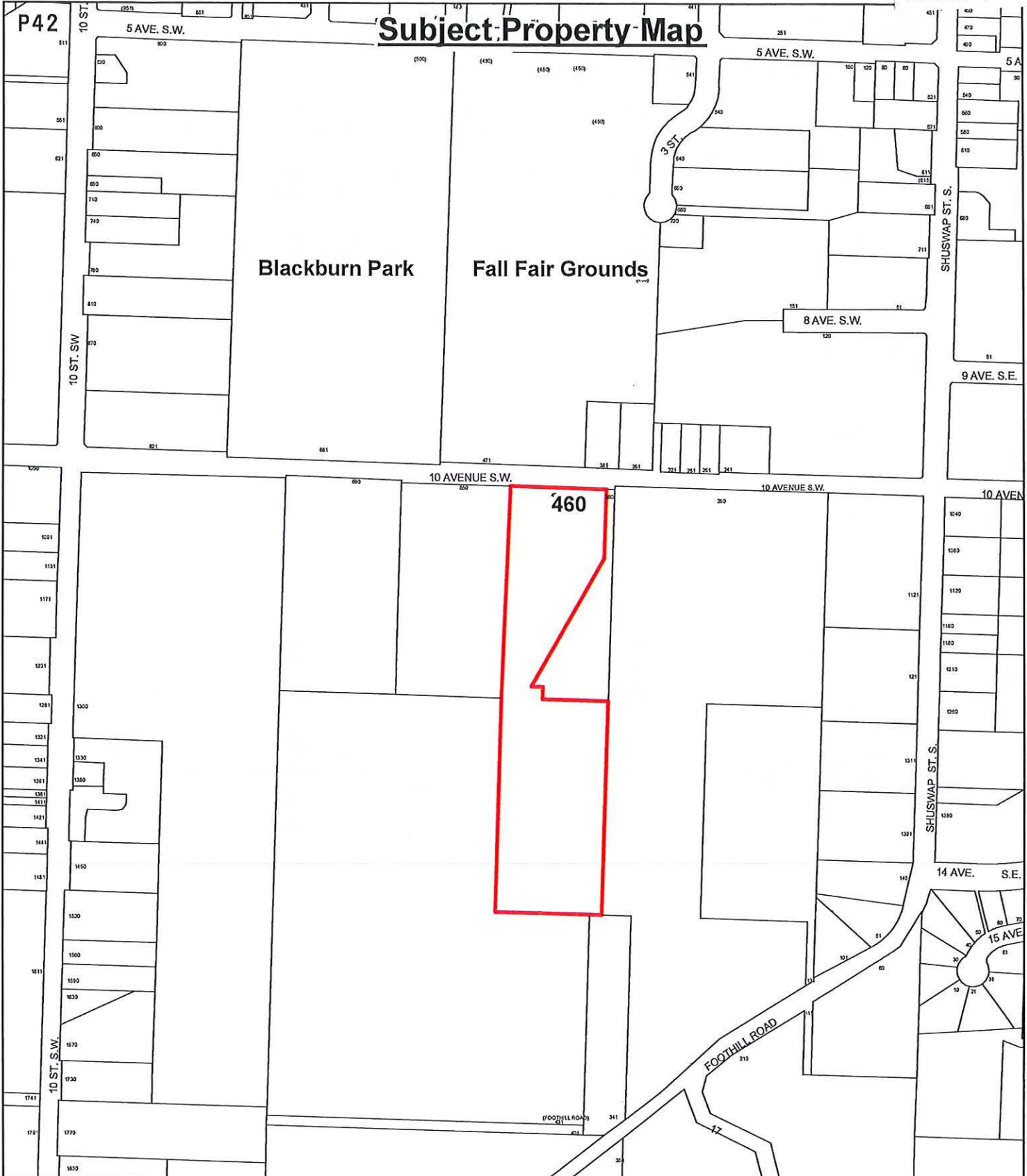
Prepared by: Melinda Smyrl, MCIP, RPP
Planner



Reviewed by: Rob Niewenhuizen, ASCT
Director of Engineering and Public Works

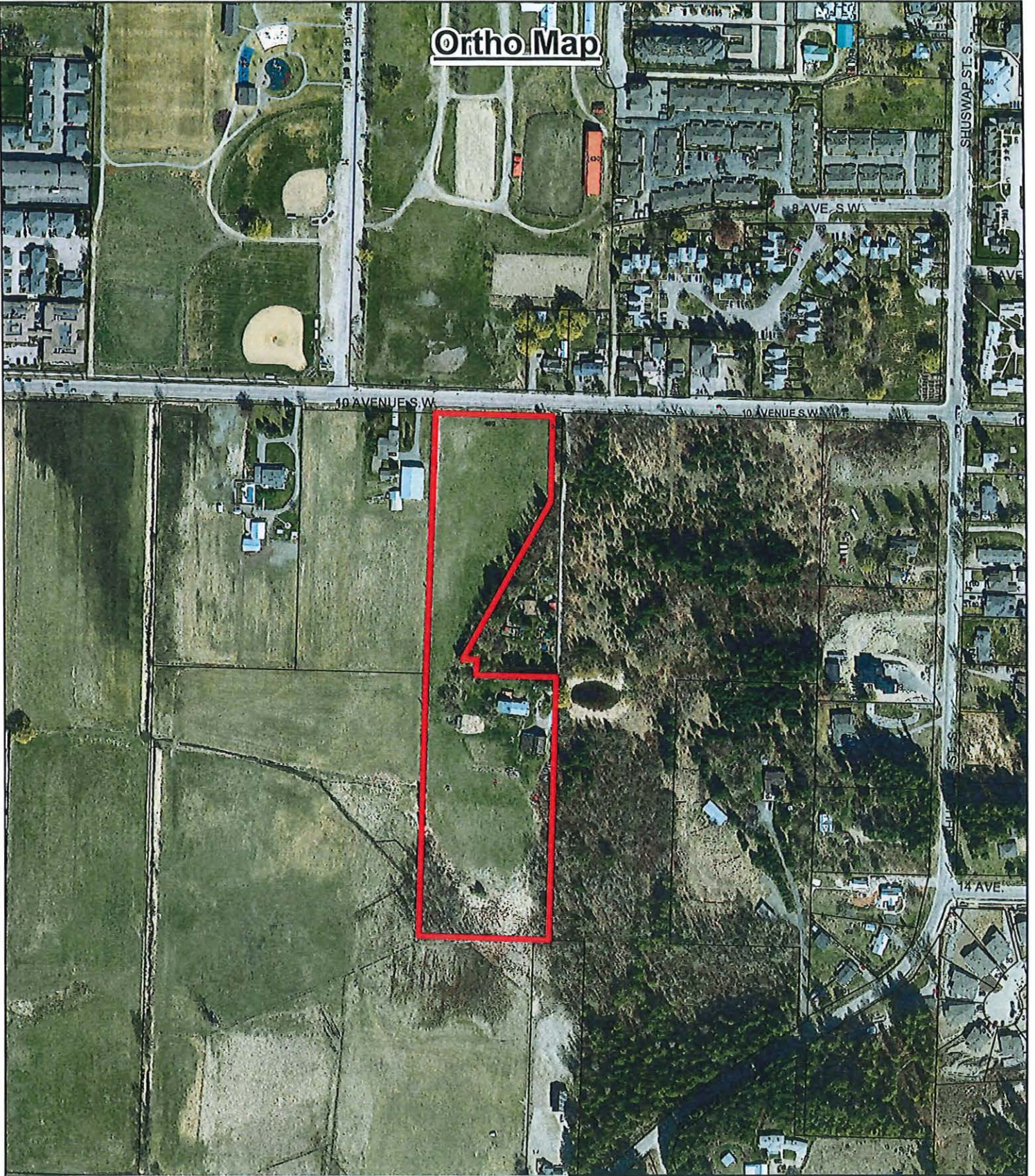
P42

Subject Property Map



- SUBJECT PROPERTY
- Parcels

Ortho Map



0 20 40 80 120 160
m

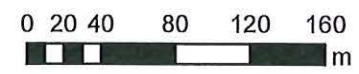
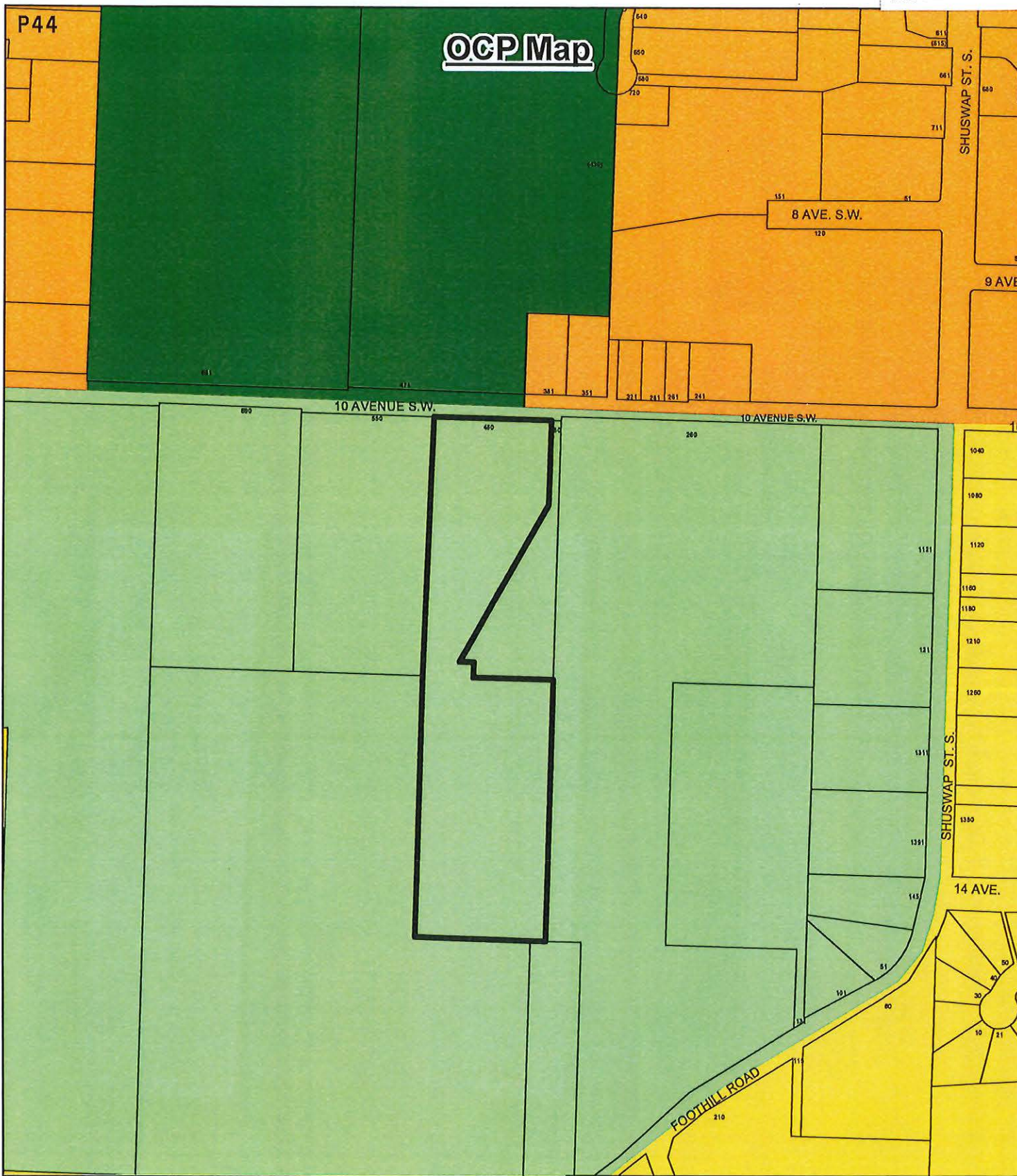


Subject Property



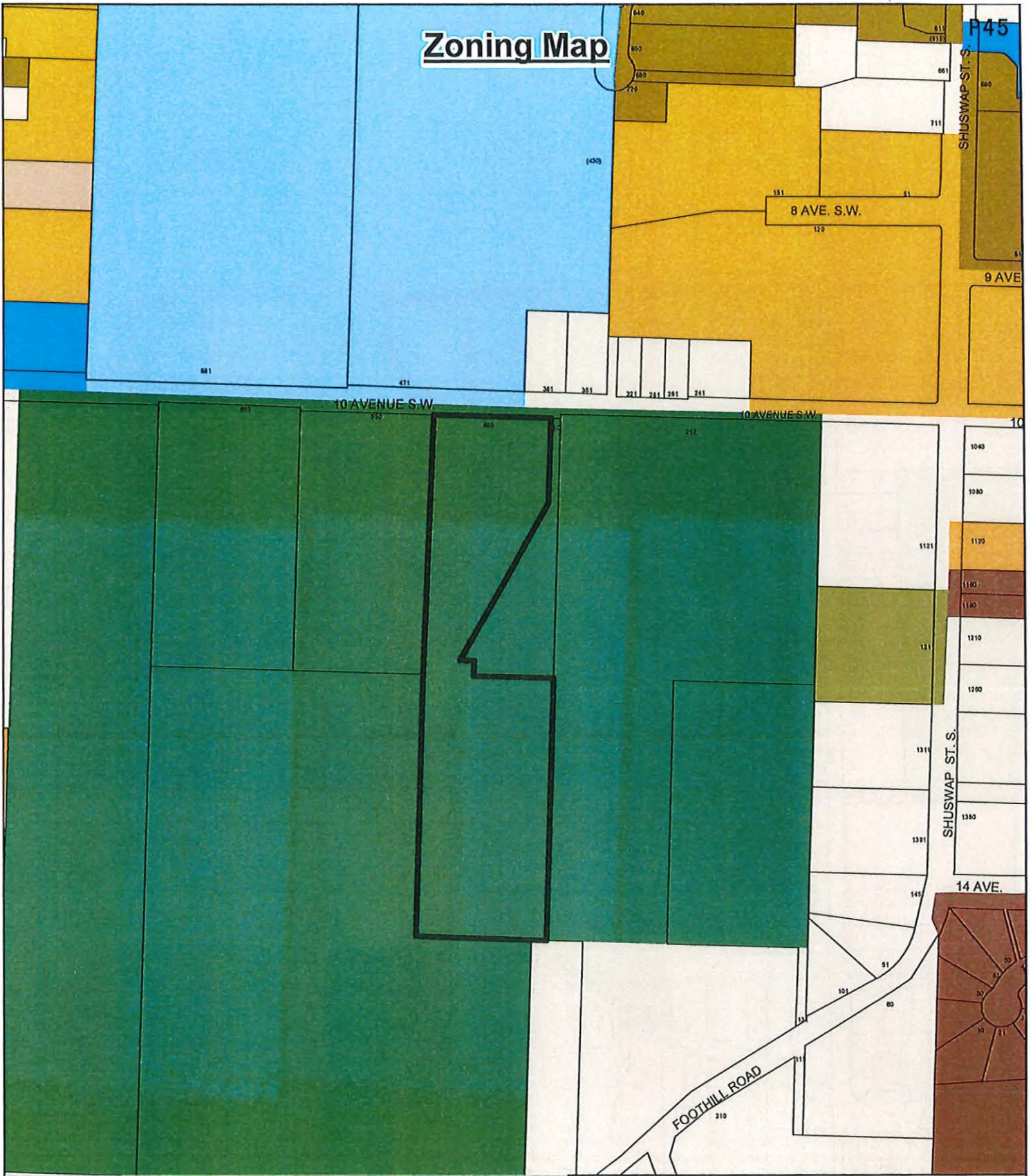
Parcels

OCP Map

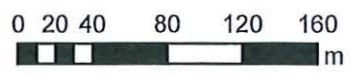


-  Subject Property
-  Acreage Reserve
-  Park
-  Residential - Medium Density
-  Residential - High Density
-  Parcels

Zoning Map



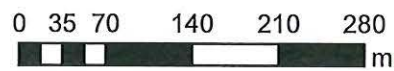
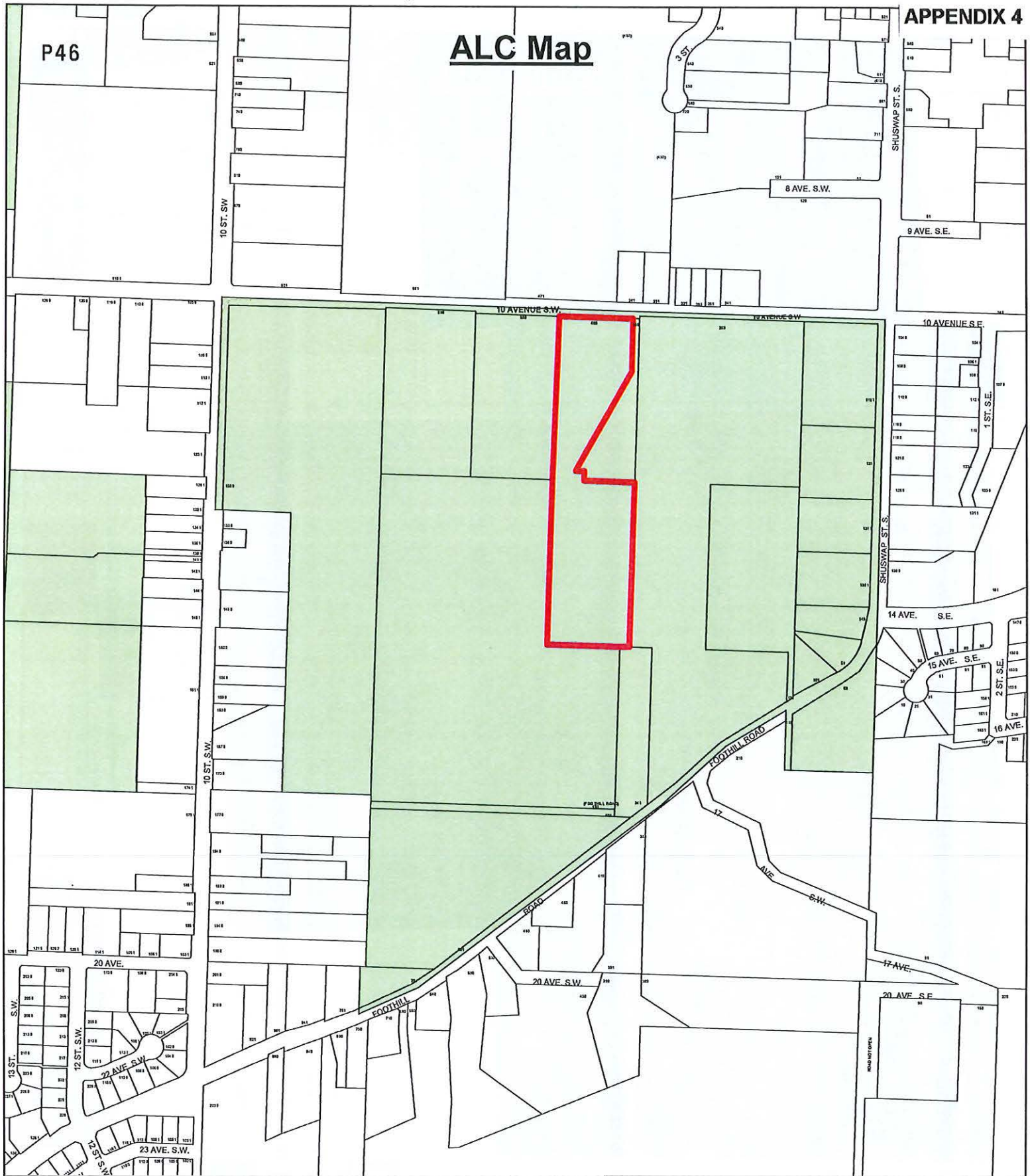
P45




Subject Property	A-2	R-1
Parcels	A-3	R-4
	CD-1	R-5
	P-1	R-8
	P-3	

ALC Map

P46



-  Subject Property
-  ALR
-  Parcels

381

351

321

10th AVE SW



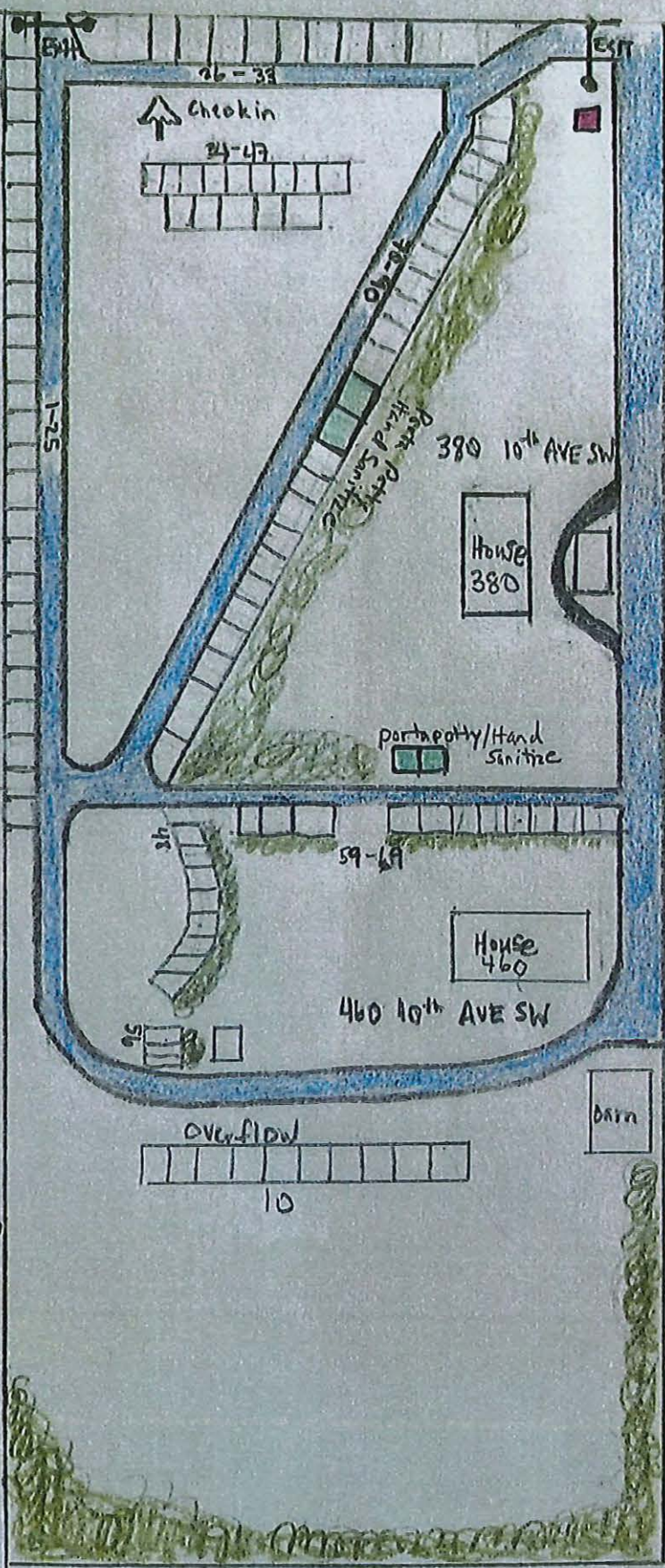
Emergency Entrance

Emergency Entrance

Fence →

Fence →

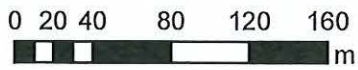
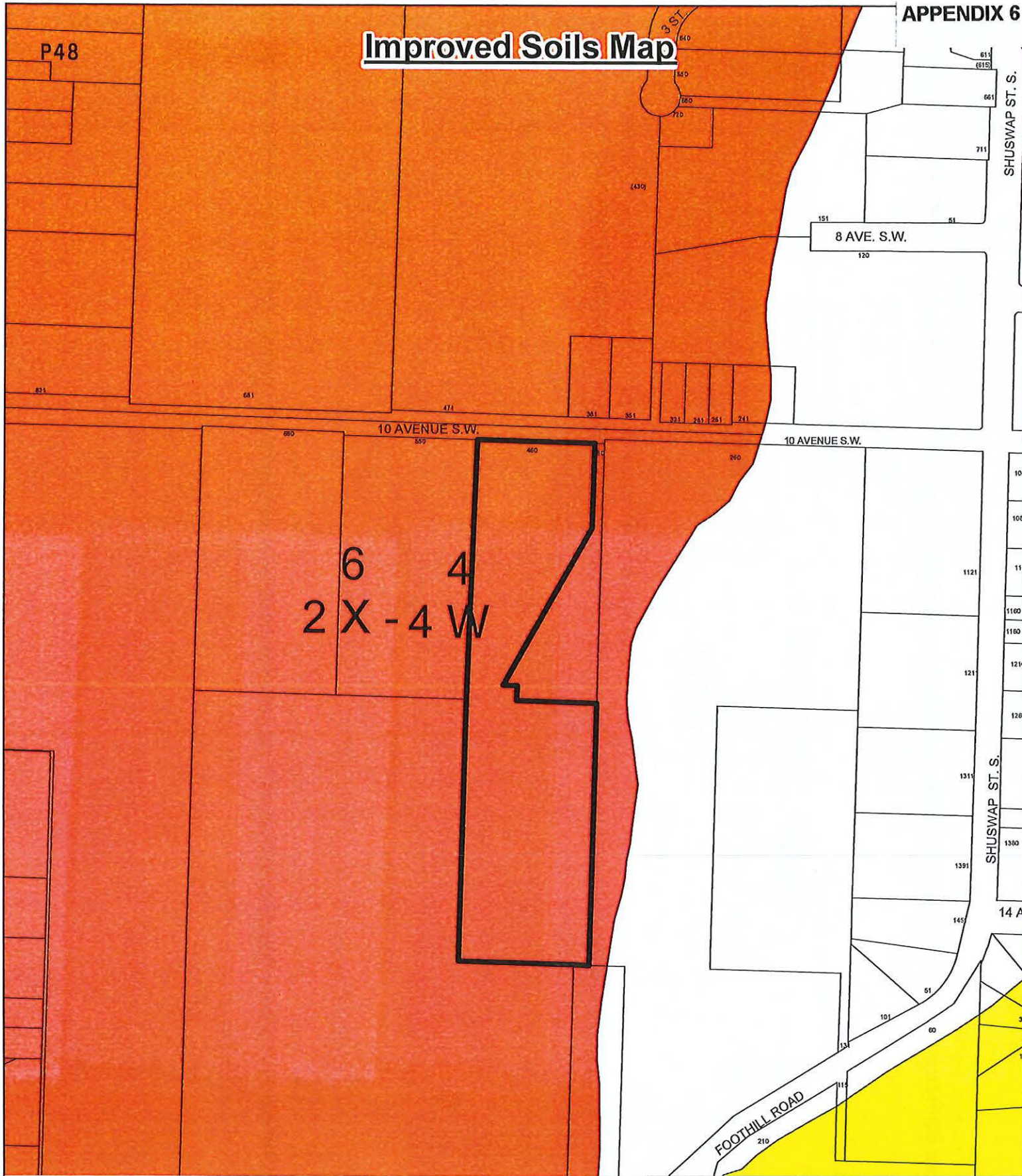
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Current 100 sites

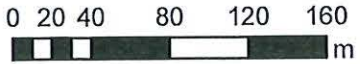
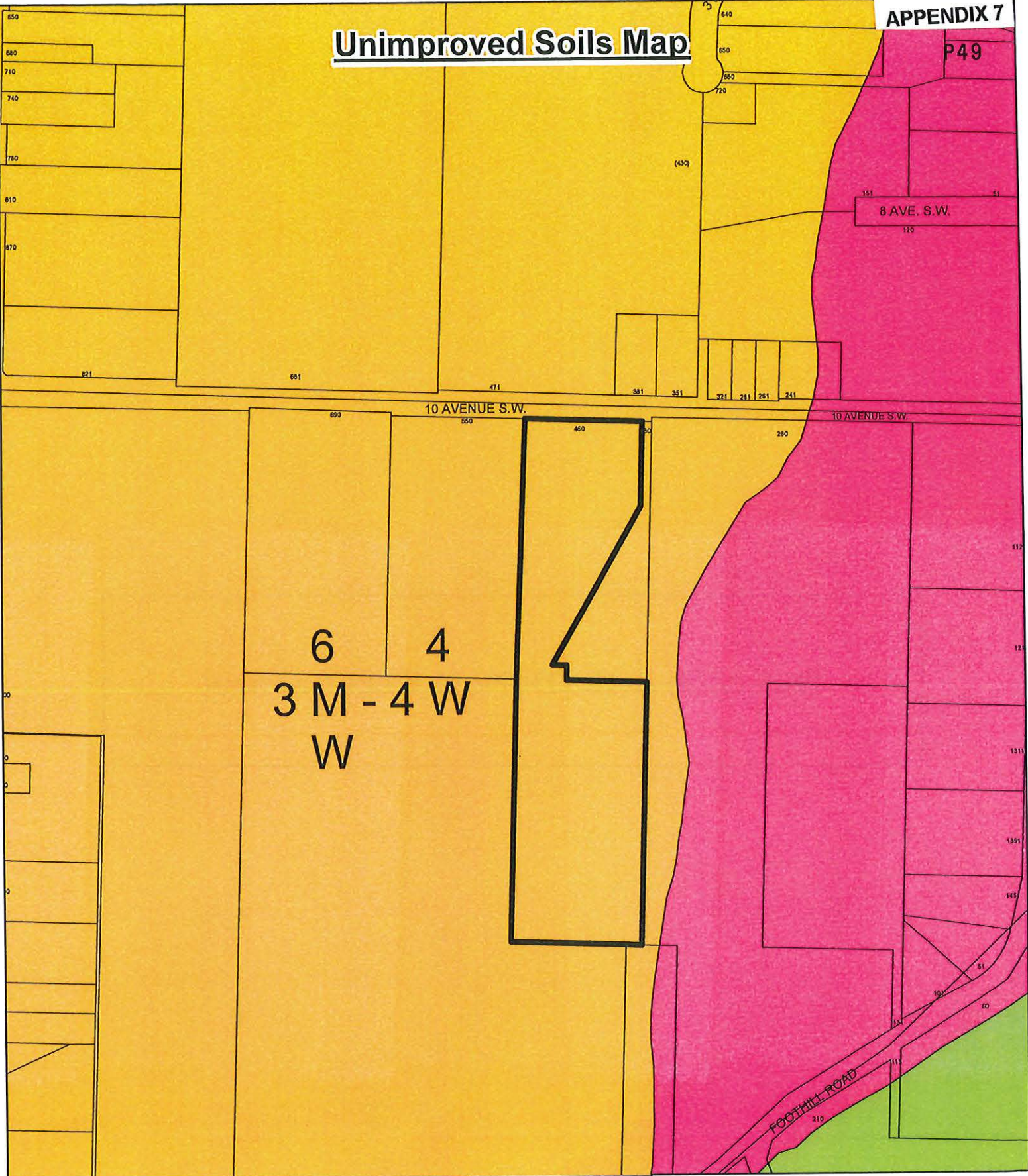
- Master Point
- campsites
- 4 portable Toilets
- 2 Hand Sanitize stations
- tree line for shade
- on site buildings
- Exits from field
- driveway / parking path
- Check in
- Fire hydrant

Improved Soils Map



-  Subject Property
-  Parcels
-  CLASS 2
-  CLASS 4

Unimproved Soils Map



-  Subject Property
-  Parcels
-  CLASS 3
-  CLASS 5
-  URBAN

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Item 9.2

CITY OF SALMON ARM

Date: January 23, 2023

Bylaw Enforcement 2022 Year End Report

Vote Record

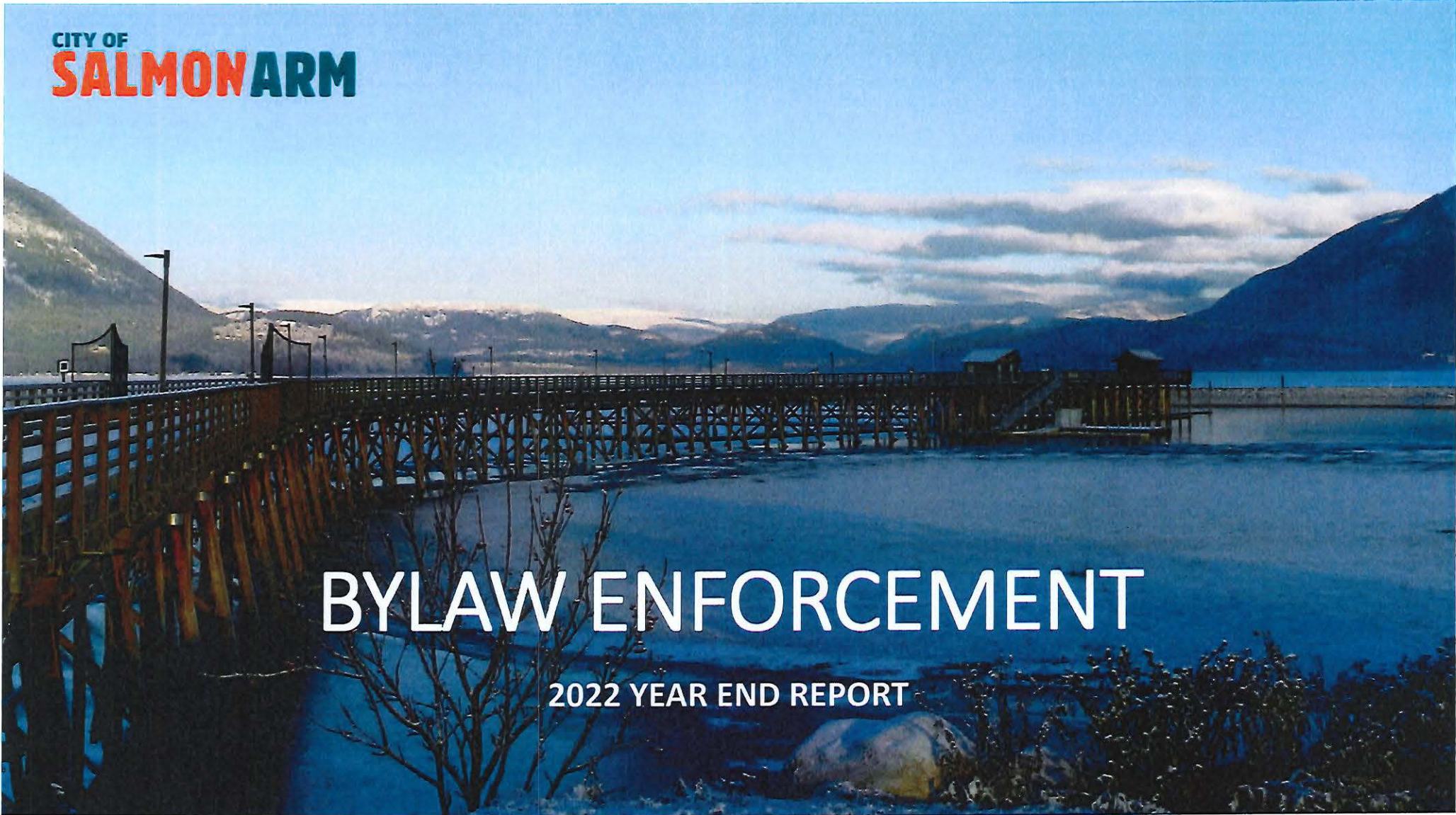
- Carried Unanimously
 - Carried
 - Defeated
 - Defeated Unanimously
- Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

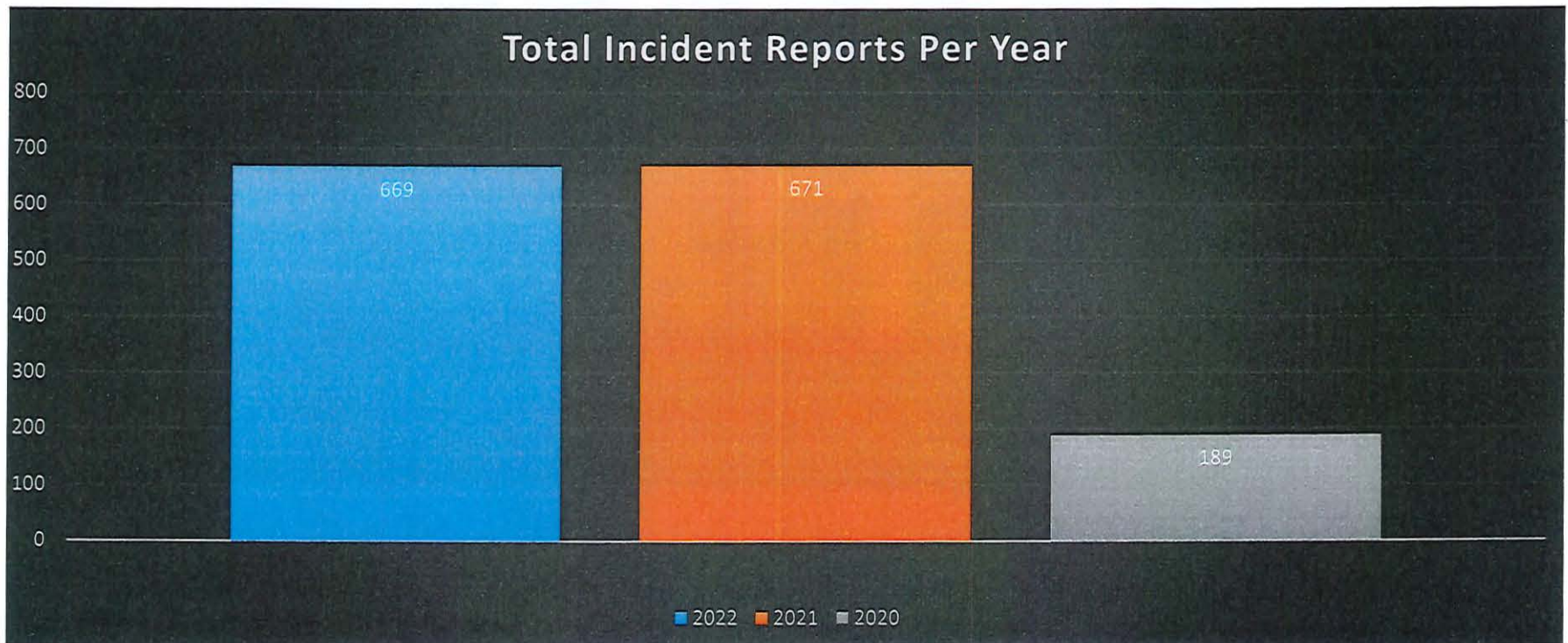
CITY OF
SALMON ARM

BYLAW ENFORCEMENT

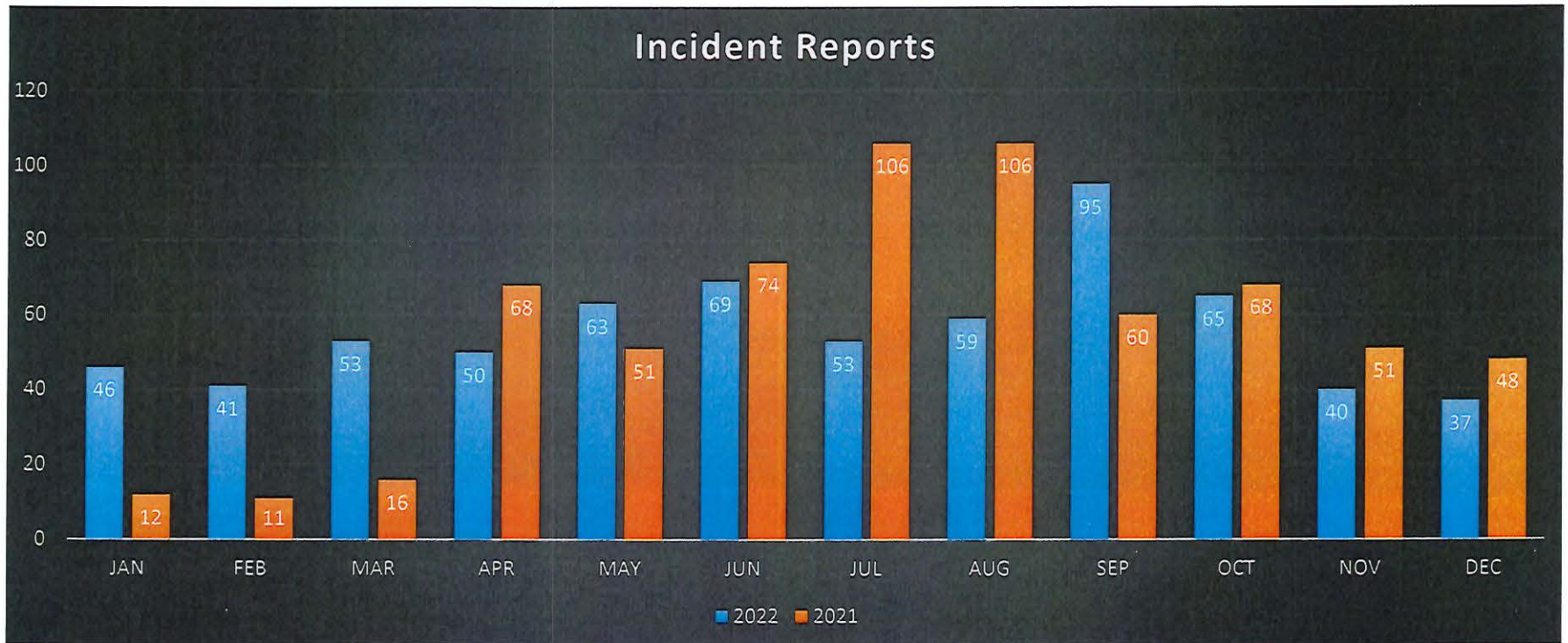
2022 YEAR END REPORT



BYLAW ENFORCEMENT

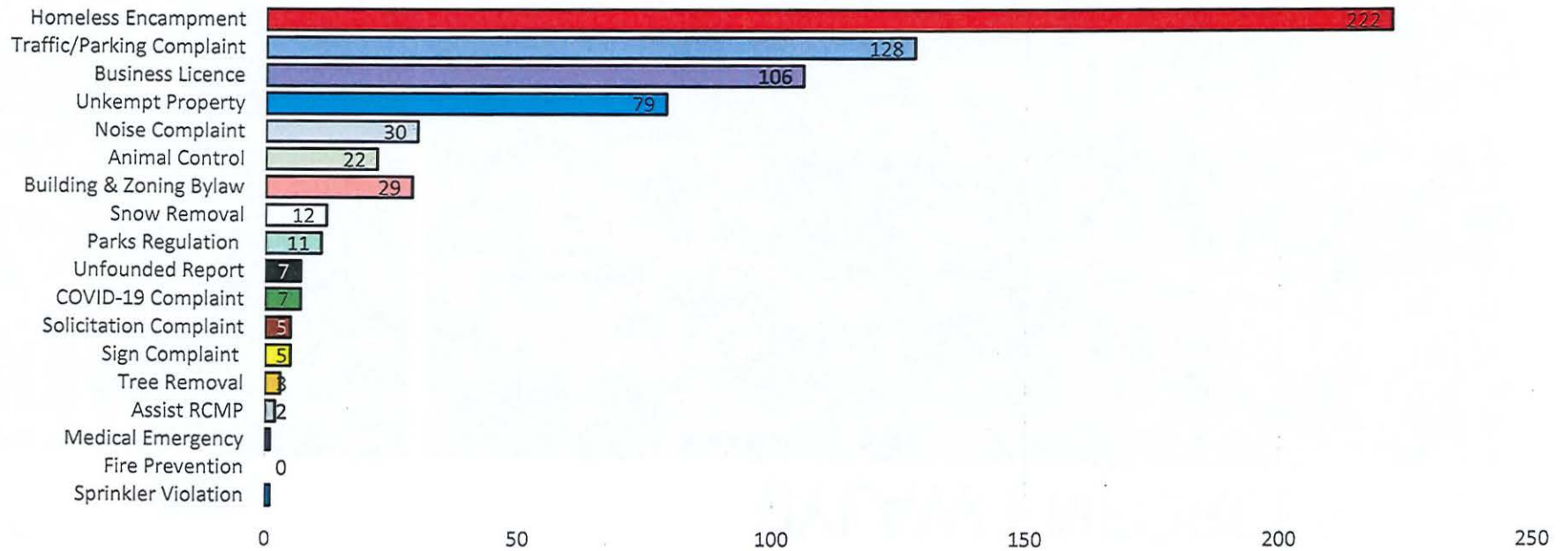


BYLAW ENFORCEMENT



BYLAW ENFORCEMENT

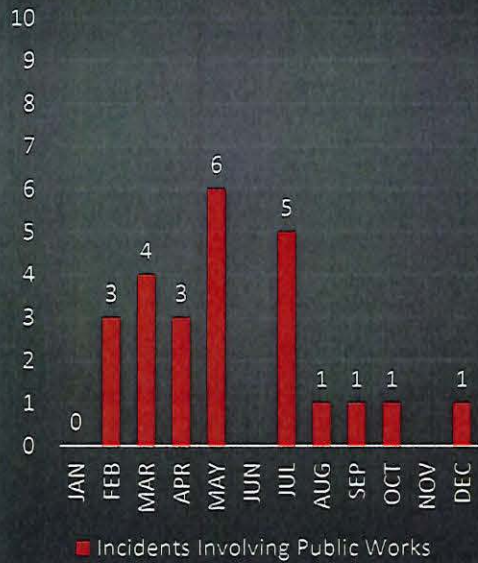
Nature of Incidents





BYLAW ENFORCEMENT

Homeless Camps Requiring Environmental Remediation



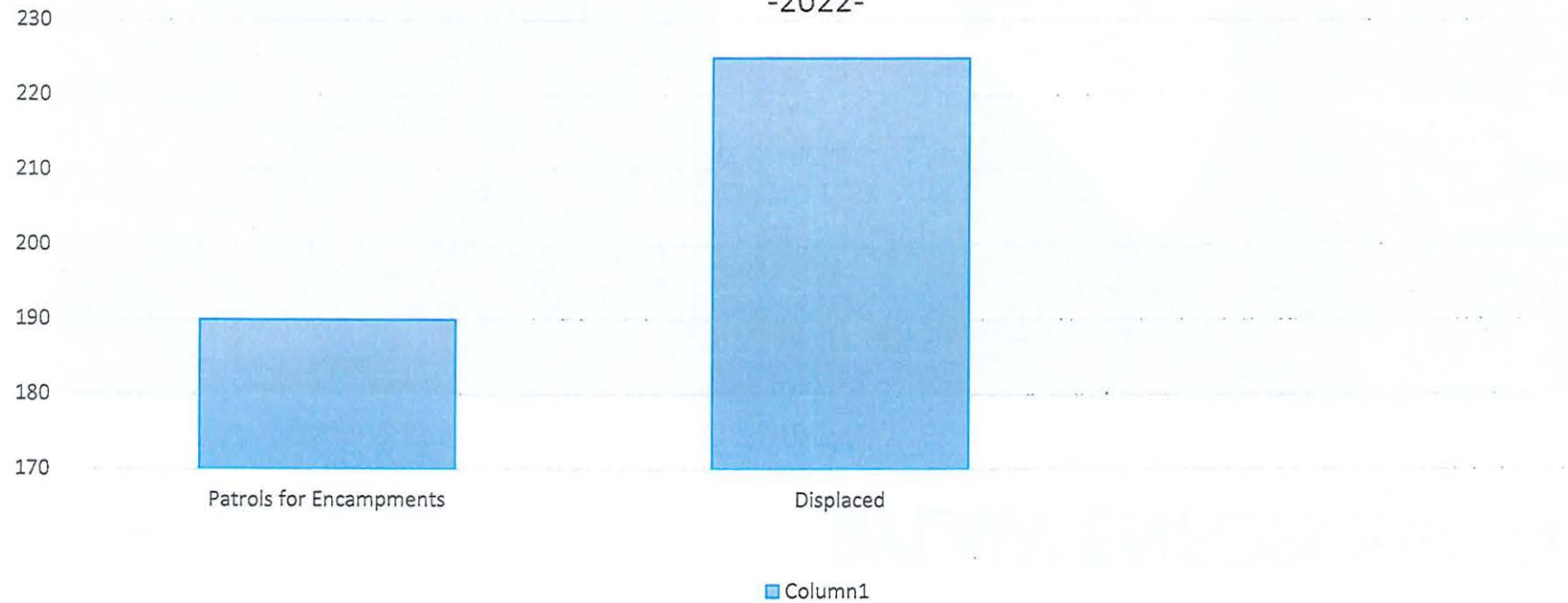
Homeless Camp Remediation Cost



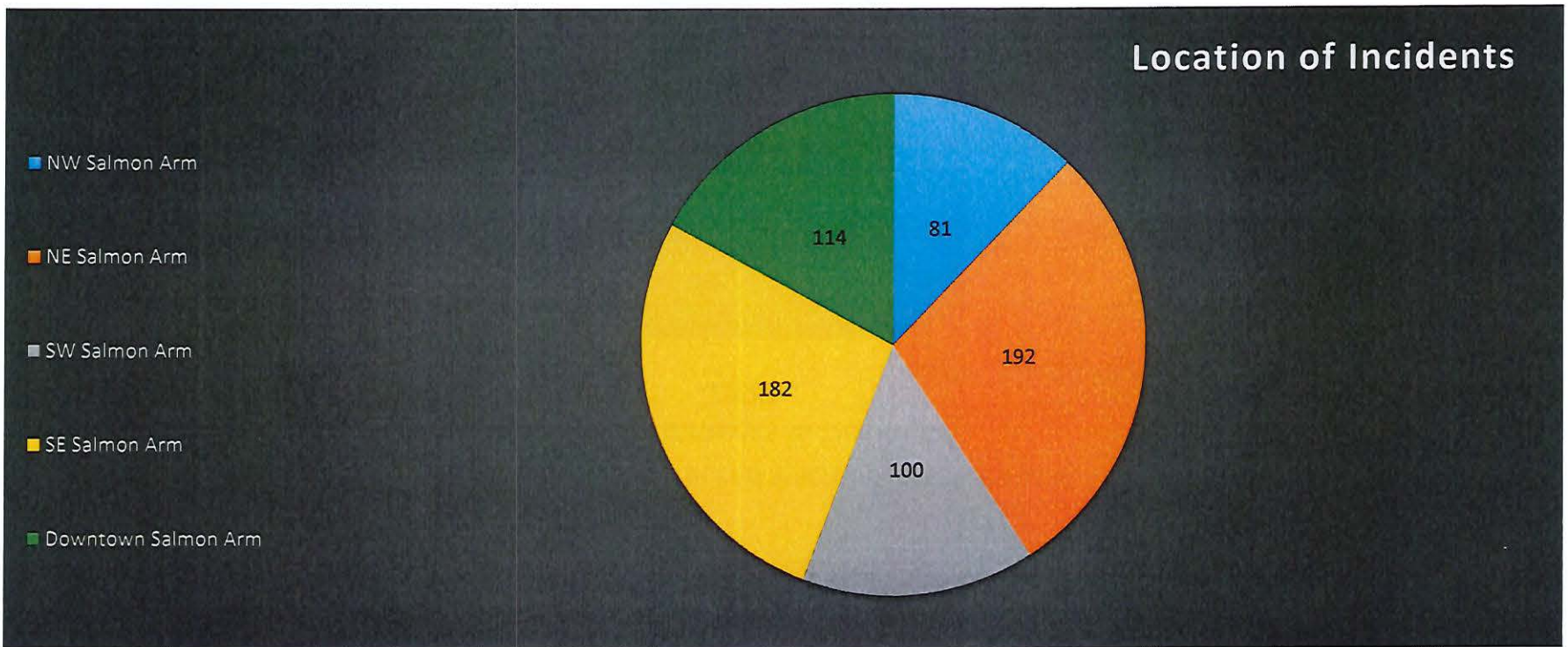
Data provided by City of Salmon Arm Public Works

BYLAW ENFORCEMENT

Hours Spent on Directed Patrols/Enforcement
On Encampments & Displaced
-2022-

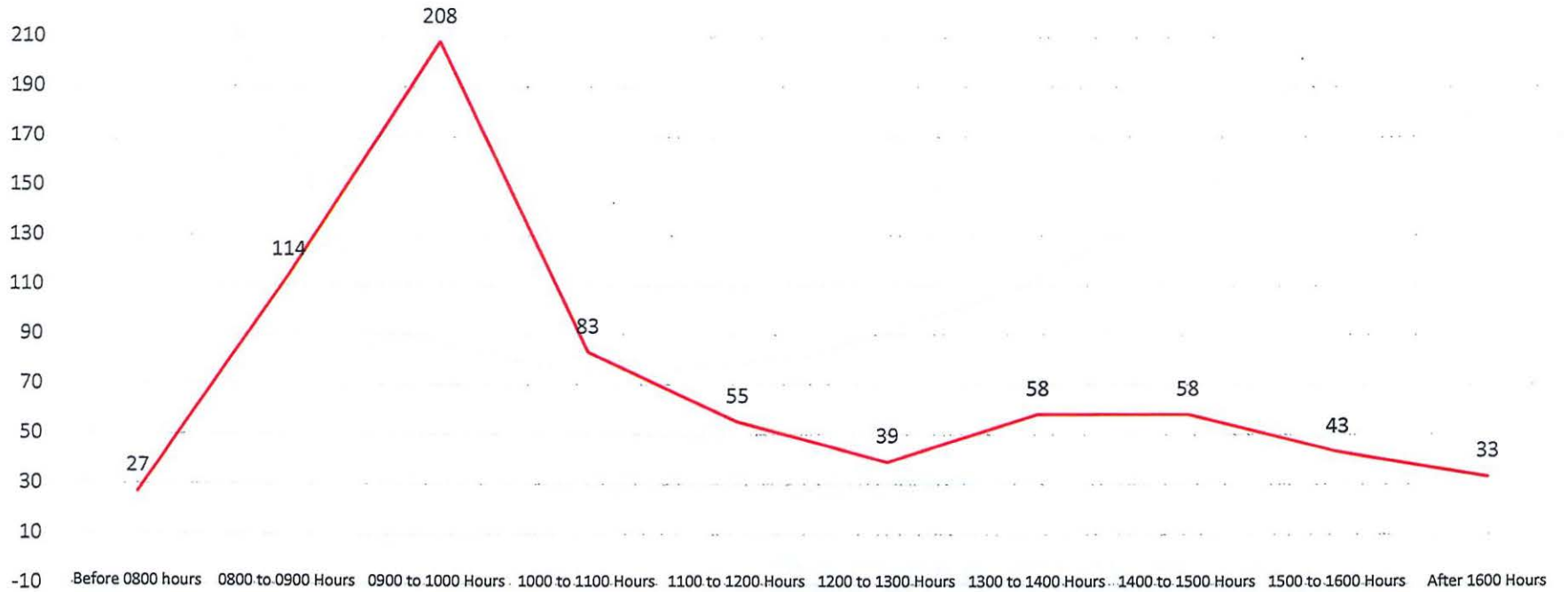


BYLAW ENFORCEMENT



BYLAW ENFORCEMENT

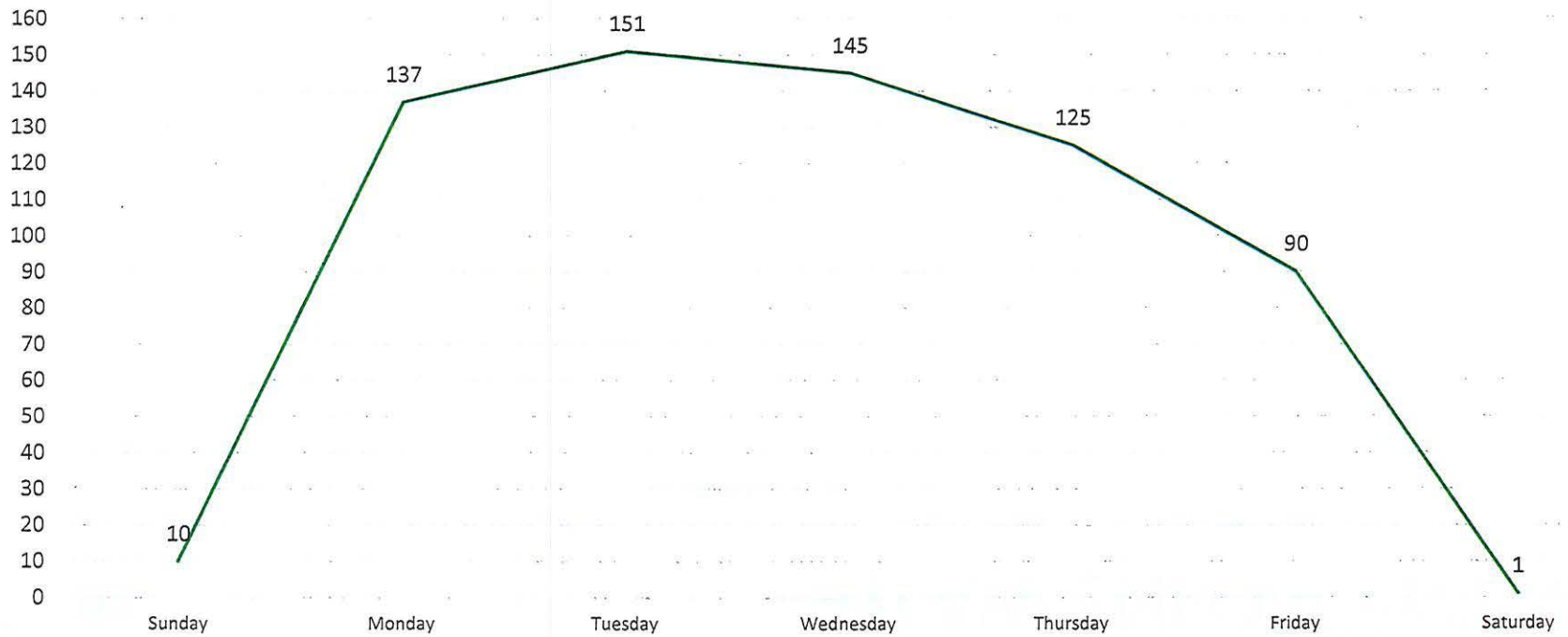
Incident Occurrence Time



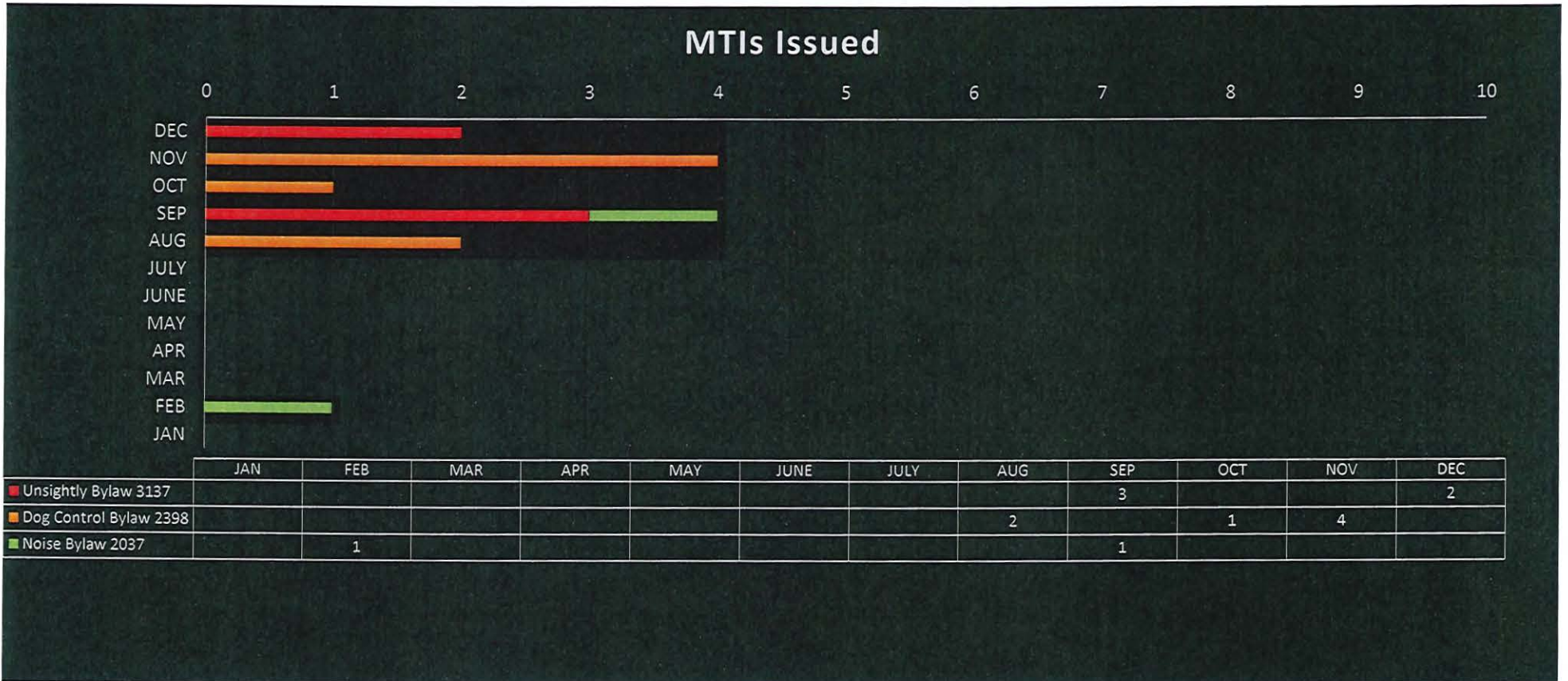


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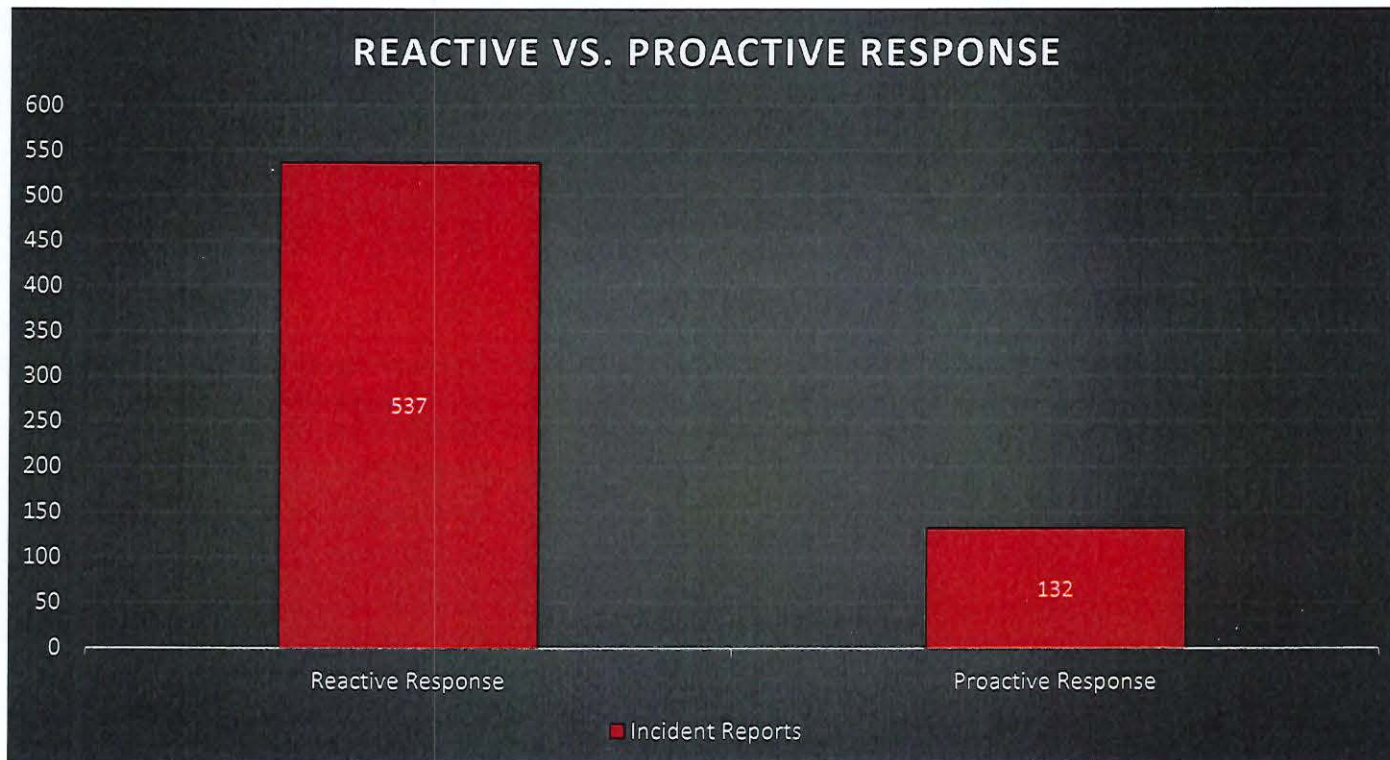
Incidents Generated Per Day of the Week



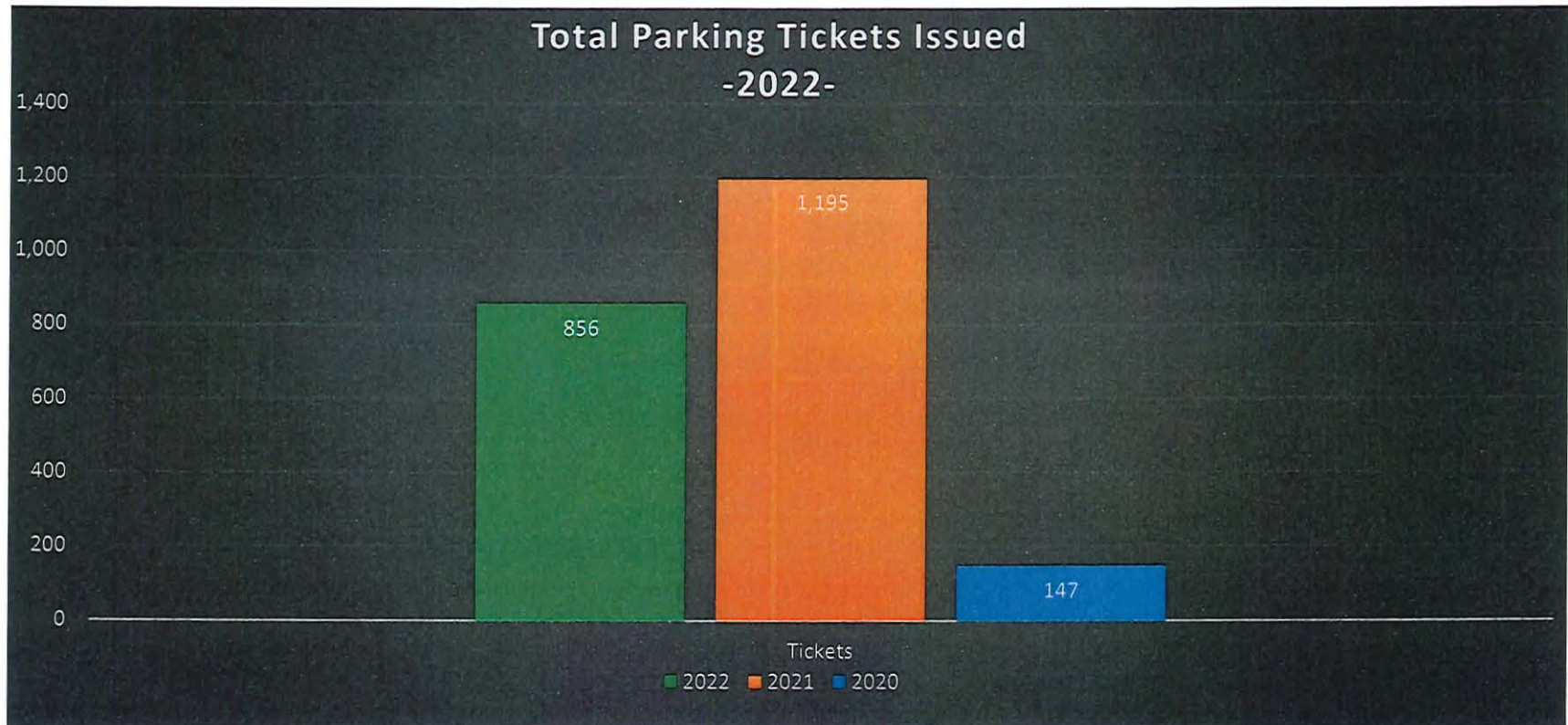
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BYLAW ENFORCEMENT

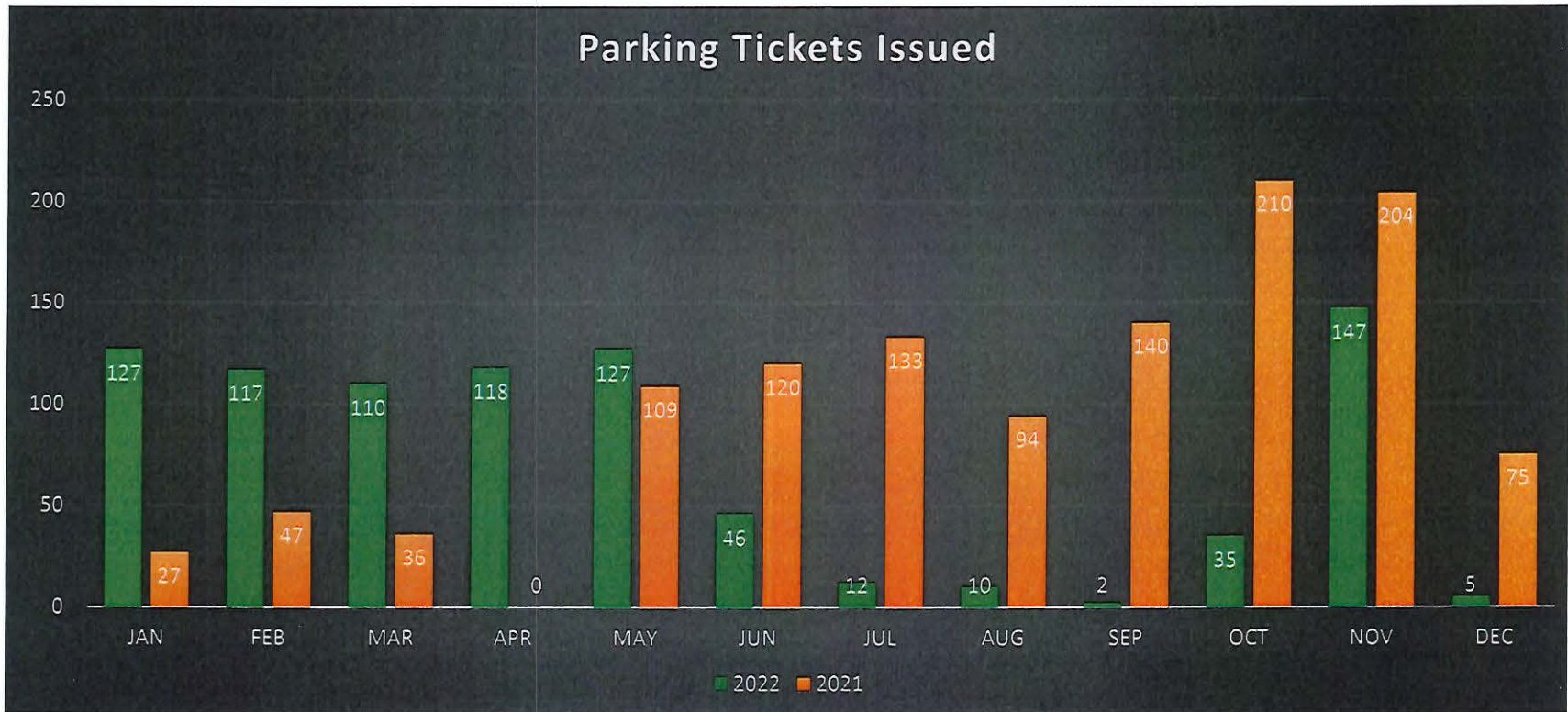


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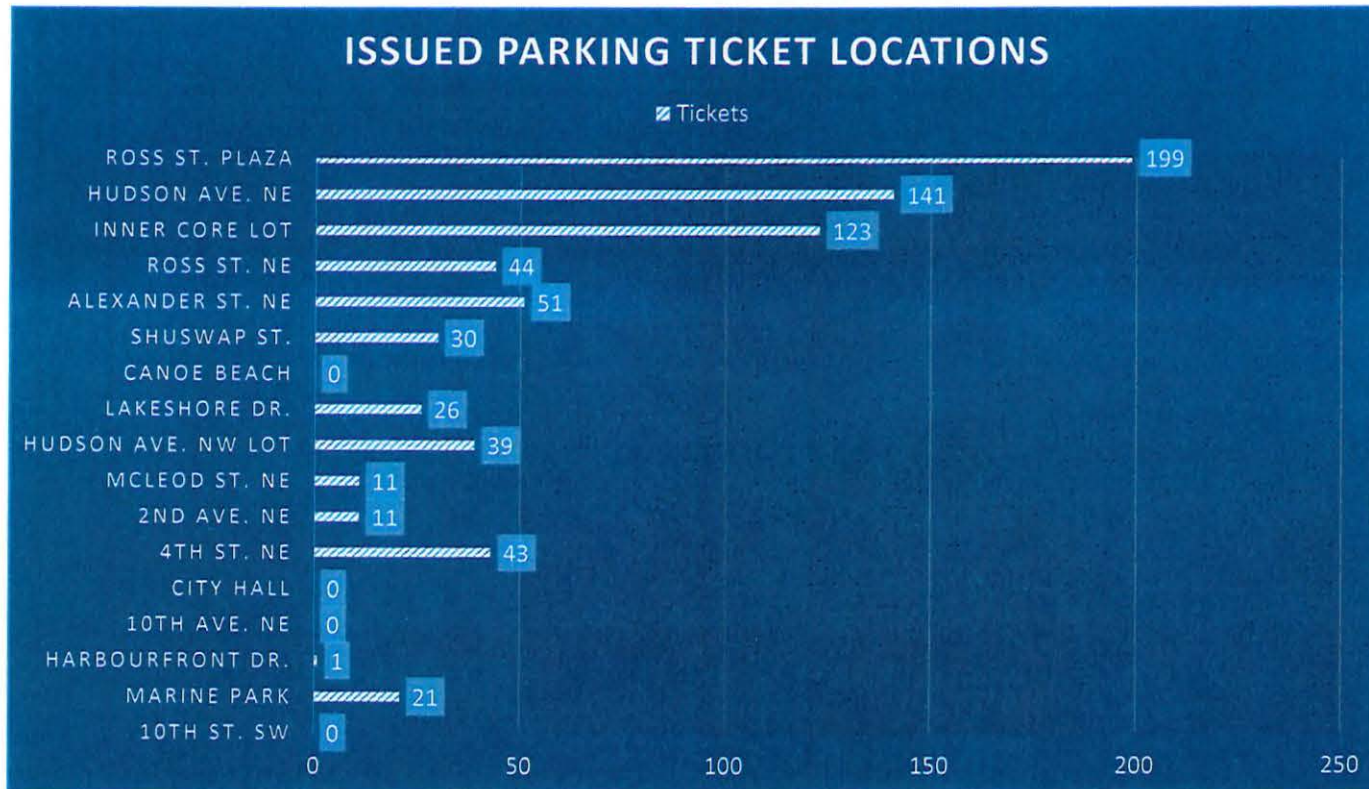




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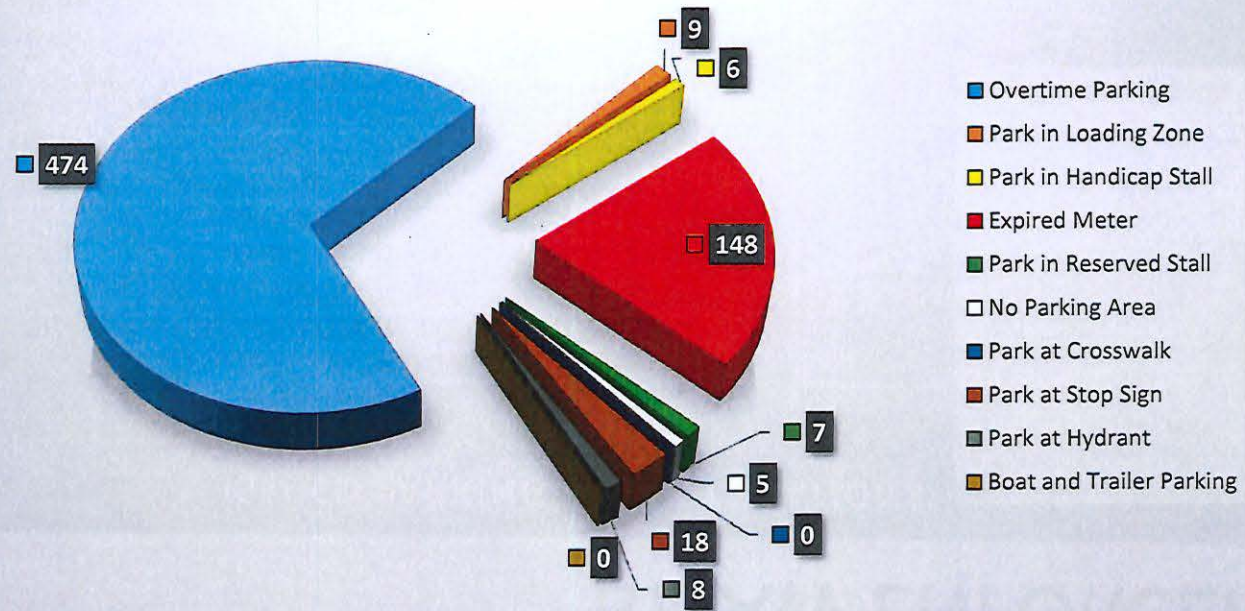


BYLAW ENFORCEMENT



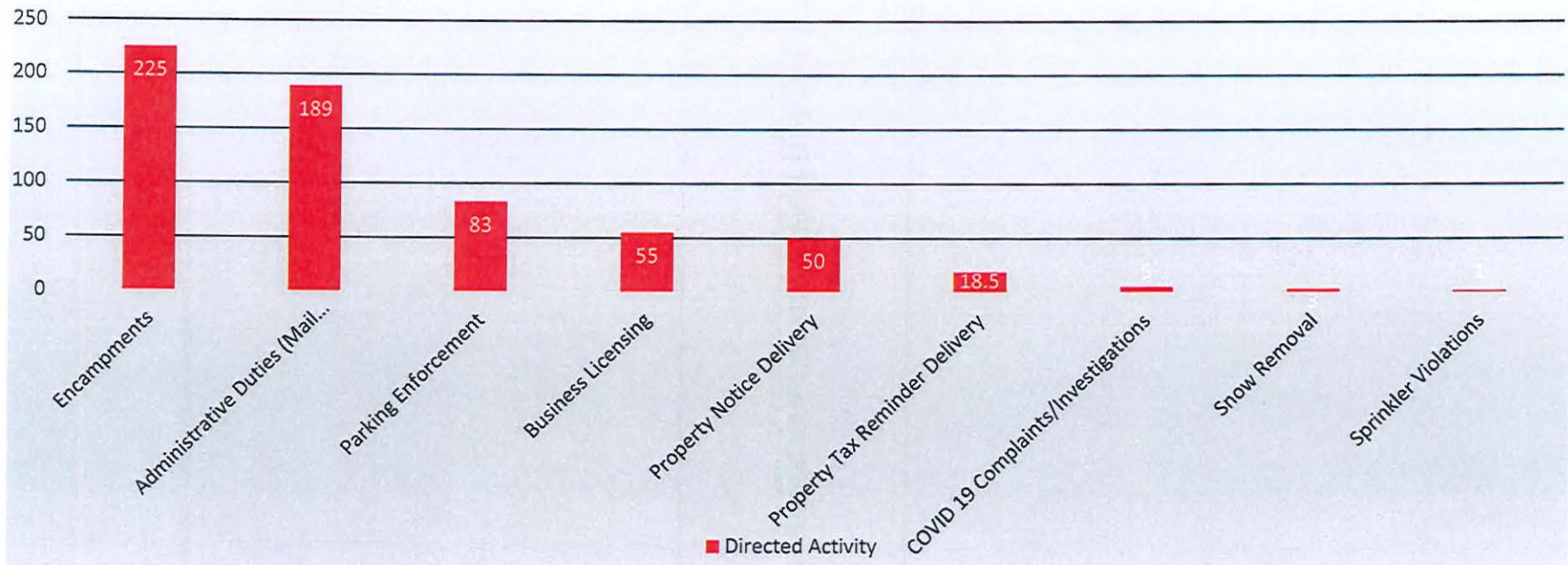
BYLAW ENFORCEMENT

Nature of Parking Tickets Issued



BYLAW ENFORCEMENT

Hours Spent on Directed Patrols/Enforcement



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Item 9.3

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Environmental Advisory Committee change in membership from fifteen (15) voting members to thirteen (13) by removing Salmon Arm Fish and Game Club and the Canadian Association of Physicians for the Environment (CAPE) and to revise the Terms of Reference to reflect the membership change.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond



TO: His Worship Mayor Harrison and Members of Council
DATE: January 19, 2023
FROM: Erin Jackson, Chief Administrative Officer
PREPARED BY: B. Puddifant, Executive Assistant
SUBJECT: Environmental Advisory Committee Terms of Reference

MOTION FOR CONSIDERATION:

THAT: Council approve the Environmental Advisory Committee change in membership from fifteen (15) voting members to thirteen (13) by removing Salmon Arm Fish and Game Club and the Canadian Association of Physicians for the Environment (CAPE) and to revise the Terms of Reference to reflect the membership change.

Background:

The Terms of Reference (attached as Appendix 1), outlines the current composition of the Environmental Advisory Committee. Committee membership includes one (1) Council representative, three (3) Citizens at Large and eleven (11) organizations.

The Committee has been experiencing difficulties in reaching quorum for meetings.

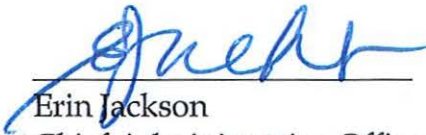
Warren Bell is the representative appointed by CAPE to represent their organization. After serving the Committee for several years as a representative for both CAPE and WA:TER, Dr. Bell has expressed concerns regarding his ability to continue to commit to the EAC due to other obligations.

Representation by the Salmon Arm Fish and Game Club has been sporadic since the onset of COVID. Up until 2020 there was a committed presence by the Club. A new representative was appointed in early 2022 however has only been able to attend a minimum of meetings.

With this change in membership, quorum will be achieved when seven (7) members are present.

Staff support the change in membership and recommend that Council adopt the Motion for Consideration, which will effectively amend the Environmental Advisory Committee Terms of Reference.

Respectfully Submitted,



Erin Jackson
Chief Administrative Officer

Appendices:

Appendix 1 -Environmental Advisory Committee Terms of Reference

City of Salmon Arm
Environmental Advisory Committee
Terms of Reference

The City of Salmon Arm recognizes that we live in a finite world and that the natural ecosystem around us is what we depend on for our survival. As a community we will be respectful of the local and global ecosystems.

The Environmental Advisory Committee, "the Committee", has been established to advise the Council for the City of Salmon Arm on environmental matters.

1. Purpose of the Committee:

To act as an advisory body and resource group to City Council and Administration regarding ways to protect, maintain and enhance the natural environment in accordance with the provisions of the Environmental section of the Official Community Plan.

2. Activities:

1. The Committee shall undertake activities and projects with City Council's support or direction.

2. Project review and comment:

2.1 Council or City staff may elect to forward specific City projects or private development projects to the committee for review and comment. The Committee will provide written review and comment on these projects in a timely manner.

2.2 The Committee may also independently elect to provide review and comment on environmental issues and concerns that come directly to the attention of the Committee.

2.3 The Committee's comments and recommendations will not bind council to a course of action. The Committee's reviews and comments will be presented to Council in a positive, respectful and well researched fashion.

2.4 The Committee's comments and reviews will have due regard for federal, provincial and municipal legislation and the policies and direction of City Council.

2.5 As part of completing recommendations, the Committee may consult with outside parties having an interest in the natural environment such as property owners, the development industry, government agencies, school boards, experts, consultants and

public interest groups. Such consultation would require the approval of City Council.

3. Upon the direction of City Council, the Committee will undertake and co-ordinate with City Administration the completion of natural environmental research projects.
4. The Committee may undertake educational initiatives both formally and informally, which raise the profile of the natural environment of the City of Salmon Arm. The nature of this education will be determined from time to time on the basis of need.
5. The Committee will provide input and comments on environmental aspects of policies of the City of Salmon Arm. Further, the Committee may make recommendations and advise Council on policies to be developed.

5.1 Membership

The Committee shall be composed of 15 members, as follows:

- ◆ One (1) member of City Council;
- ◆ One (1) member appointed to represent Salmon Arm Bay Nature Enhancement Society [SABNES];
- ◆ One (1) representative from the Forest Industry;
- ◆ One (1) representative from the Agricultural Industry;
- ◆ One (1) representative appointed to represent the Adams Lake Indian Band;
- ◆ One (1) representative appointed to represent the Neskonlith Indian Band;
- ◆ One (1) member appointed to represent Shuswap Environmental Action Society [SEAS];
- ◆ One (1) member appointed to represent Shuswap Naturalists;
- ◆ One (1) member appointed to represent the Fish and Game Club;
- ◆ One (1) member from Shuswap Climate Action;
- ◆ One (1) member from School District No. 83;
- ◆ One (1) member appointed to represent CAPE (Canadian Association of Physicians for the Environment); and
- ◆ Three (3) citizens at large with professional expertise respecting environmental and/or has personal interest in the environment

5.2 Appointment of members, other than the City Councillor and those appointed by a specific group, shall be advertised and ratified by City Council. Committee membership shall be two (2) years. The terms of office for appointments may be varied to provide for continuity in the Committee.

5.3 The Committee shall be chaired by the member of City Council appointed to the Committee. If this Councillor is unable to attend a scheduled meeting, the Committee will appoint a chair from the attending membership at that meeting. Any comments, recommendations or motions of the Committee will be as valid as if the Councillor had been present.

5.4 Fifty percent (50%) + one (1) shall constitute a quorum.

5.5 The Committee may request that members resign after missing three consecutive meetings without prior notice.

5.6 Committee members representing a specific group or organization are responsible for designating an alternate representative of that group or organization if they are unable to attend themselves.

5.7 Procedural Matters

The Committee shall meet once per month at City hall. The date and time of such meetings shall be determined by the Committee, and may be varied at any time by the Committee. The actual starting time may be altered to accommodate site tours. There shall be no regular meeting held during the months of July or August, unless otherwise agreed by a majority of members.

5.8 The City Councillor chairing the Committee may vote on any motion. In the event of a tie vote, the motion is defeated.

5.9 A member of City staff will be available to the Committee on a regular basis to assist with any administrative or procedural matters, including the recording of minutes. City staff members may be invited, from time to time, to attend committee meetings to comment on matters relevant to Committee proceedings.

5.10 There shall be no remuneration payable to members for sitting on the Environmental Advisory Committee.

5.11 Environmental Advisory Committee members shall obtain permission from property owners prior to entering private property.

5.12 Committee meetings are open to the public, but members of the public who attend will not be permitted to vote on any matter before the Committee. Such members of the public may ask questions or make comments, at the discretion of the Committee.

6. Reporting

Committee minutes will be presented to Council for information purposes.

6.1 All recommendations of the Committee must be ratified by Council prior to being actioned.

6.2 The Environmental Advisory Committee is responsible directly to Council.

6.3 All media releases must be ratified by Council.

Item 9.4

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council authorize staff to participate in the Floodplain Mapping Initiative Project funded by the Federal Government and the Province of British Columbia and managed by the Fraser Basin Council.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF
SALMON ARM

File: 5225.10.01

TO: His Worship Mayor Harrison and Members of Council
FROM: Robert Niewenhuizen, Director of Engineering and Public Works
DATE: January 20, 2021
SUBJECT: **Floodplain Mapping Initiative**

RECOMMENDATION:

THAT: Council authorized staff to participate in the Floodplain Mapping Initiative Project being funded by the Federal Government and the Province of BC and managed by the Fraser Basin Council.

BACKGROUND:

On January 9th of this year, the City was contacted by the BC Ministry of Forest in regards to a Floodplain Mapping Initiative Project. This initiative aims to develop high quality, standardized, consistent floodplain mapping for higher-risk communities in BC. The province has retained the Fraser Basin Council to manage and coordinate the initial phase of this initiative.

Floodplain maps are used to identify areas that experience periodic flooding from nearby rivers, lakes, streams and the sea and provide information on the spatial distribution of flood construction levels. Floodplain maps show the location of the normal channel of a water course, surrounding features or developments, ground elevation contours, flood levels and floodplain limits the elevation and horizontal extent of the high water marks of a 200-year flood. Floodplain maps support municipal decision making by demonstrating the risks to both existing and proposed developments and infrastructure and, in the process, help foster resilient community growth and emergency planning. To be effective, however, floodplain maps should be updated regularly to account for many factors, including changes in development, the environment and climate. The currently floodplain maps were developed between 1987 and 1989, in partnership between Environment Canada and the Province of BC.

According to the initial information provided, the proposed floodplain modelling and mapping project is to be fully funded with Federal and Provincial funds. This is being done under the Flood Hazard Identification and Mapping Program. It is recommended that City staff would be able to engage on the project, participate in two or more meetings, provide input, guidance, share data, etc.

The project is expected to be completed by March 31, 2024; this is based on the funding deadline from the Federal Flood Hazard Identification and Mapping Program.

Staff recommend participation in the provincial Floodplain Mapping Initiative Project.

Respectfully submitted,



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

cc Erin Jackson, CAO

Item 10.1

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 be read a first time.

[OCP4000-52; Switzer, C. & Muxlow, R.; 6540 50 Street NE; INS to LR]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: December 22, 2022

SUBJECT: Official Community Plan Amendment Application No. OCP4000-52
Zoning Amendment Application No. 1253

Legal: Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882,
Except Plan H609
Civic: 6540 – 50 Street NE
Owners/Applicants: C. Switzer & R. Muxlow

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 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882, Except Plan H609 from **INS (Institutional)** to **LR (Low 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 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882, Except Plan H609 from **P-3 (Institutional Zone)** to **R-8 (Residential Suite Zone)**;

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

- 1) Ministry of Transportation and Infrastructure approval; and
 - 2) Adoption of the associated Official Community Plan Amendment Bylaw.
-

STAFF RECOMMENDATION

THAT: The motion for consideration be adopted.

BACKGROUND

The civic address of the subject property is 6540 – 50 Street NE. The property is located off the Trans Canada Highway, on 50 Street NE in Canoe (Appendices 1 & 2). The ultimate intent of the owners is to renovate and restore an existing Institutional building/structure (which formerly belonged to the School District) to a single family dwelling with an area for an antique-based home occupation below (Appendix 3). Site photos are attached, as Appendix 4.

Only dormitories and caretaker's suites, not single family dwellings, are permitted in the P-3, Institutional Zone. As such, both an OCP and zoning amendment are necessary.

This application proposes to change the OCP designation from INS (Institutional) to LR (Low Density Residential), and a Zoning Amendment to change the zoning from P-3 - Institutional Zone to R-8 - Residential Suite Zone. OCP and zoning maps are attached, as Appendices 5 & 6. The P-3 and R-8 zoning regulations are attached as Appendices 7 and 8.

Land uses adjacent to the subject parcel include the following:

North:	public utility (fire hall)	Zoned R-1
South:	single family dwelling and accessory building/structure	Zoned R-1
East:	Mobile Home Park; Trans Canada Highway	Zoned R-6; C-3
West:	50 Street NE; single family dwellings and accessory buildings/structures	Zoned R-1; R-8

The owners purchased the property back in 2016 and have been using it as an escape from their home base in Vancouver to work remotely and source inventory for their retail-antique business (Stepback), which they have been operating for the past 17 years. The owner's original intent was to keep it zoned as is (P-3 – Institutional), as they intended to use the building/structure for a 'home occupation', which is one of the permitted uses for a property with this zoning. However, since a 'single family dwelling' is not permitted under the current P-3 zoning and the owners intend to live in the building/structure while working remotely below, staff require the owners to rezone to either R-1 or R-8, which requires an OCP Amendment to support the proposed residential use.

OCP POLICIES

This application proposes to change the OCP designation on the subject property to Low Density Residential. This property is essentially entirely bordered by Low Density Residential-designated properties. OCP Policy 8.3.19 supports Low 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 and schools.

Section 475 & 476 – Local Government Act

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

Interior Health Authority:	Response attached (Appendix 9)
Adams Lake Indian Band:	Response attached (Appendix 10)
Economic Development Society:	Response attached (Appendix 11)
Neskonlith Indian Band:	No response to date
School District No. 83:	No response to date

Following the response of the Adams Lake Indian Band, staff consulted with the BC Archeological Branch to confirm the next steps. On December 22, 2022, the BC Archeological Branch responded to the request for more information, stating that there are no known archeological sites recorded on the subject property. However, should the land owner find an archeological artifact or site in the process of land-altering activities, the onus is on the land owner to abide by the *Heritage Conservation Act*.

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 consistent with both the City's financial and waste management plans.

COMMENTS

Fire Department

No Fire Department concerns.

Building Department

No concerns regarding OCP and Zoning.

Ministry of Transportation and Infrastructure

Preliminary Approval has been granted (Appendix 12).

Engineering Department

As 50 Street NE is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only one driveway access will be permitted onto 50 Street NE. The second driveway shall be removed. The owner/developer is responsible for all associated costs. The asphalt of the removed driveway is to be replaced with gravel.

Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advise those with an interest in the proposal to provide written submission prior to the Public Hearing and information regarding attending the Public Hearing. Rezoning also requires the posting of a Notice of Development sign. It is expected that the earliest the Public Hearing for this application could be held would be on February 27, 2023, after 2nd reading and before 3rd reading.

Planning Department

The location of the property is directly west/adjacent to the Trans-Canada Highway and is surrounded by Low Density Residential-designated properties. The property provides good access to amenities in Canoe, such as the nearby school and Canoe Village Market, which is approximately 650 m away. The neighbourhood of the property ranges from low density, single family dwellings to Institutional uses with public educational facilities.

Although the owners have never indicated any intent to subdivide or redevelop, the maximum density permitted in the OCP for Low Density Residential-designated properties is 22 units/ha. The maximum density on this property would therefore be eight (8) dwelling units. However, this would also need to take into consideration other factors, such as setbacks, access, and parking requirements. By rezoning to R-8,

the property will have greater development potential in the future, as either a secondary or detached suite would be permitted.

The parcel coverage and setbacks for principal buildings are almost identical between P-3 and R-8 zoned properties. The current zoning, P-3 Institutional, allows the maximum parcel or site coverage to be 40% of the parcel or site area and requires 6.0 m for the front, rear and exterior side parcel lines; and 3.0 m for interior side parcel lines. With the proposed R-8, Residential Suite zoning, the maximum parcel coverage is 45% for all buildings. The setbacks for principal buildings in the R-8 zone are 6.0 m for the front, rear and exterior side parcel lines; and 1.5 m for interior side parcel lines. The proposal/existing structure complies with both the maximum parcel/site coverage and all setbacks of the R-8 zone.

With respect to parking requirements, the proposal requires a minimum of 3 parking spaces (2 spaces for the single family dwelling and 1 space for an eventual suite). Given the area of the parcel (1 acre), Staff believe there is more than sufficient space to fulfill the minimum parking requirements of the R-8 zone for this proposal.

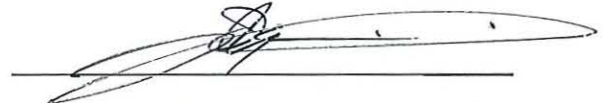
The City's OCP does not require a Form and Character Development Permit application for this type of proposal.

CONCLUSION

This OCP and zoning amendment application proposes to amend the designation of the subject property from Institutional to Low Density Residential to permit a single family dwelling with a home occupation. The location of the property is supportive of this proposal. In addition, given the size of the parcel, the density and parking provisions of the R-8 zone can be easily achieved. Staff are supportive of the land use changes.



Prepared by: Evan Chorlton
Planner I

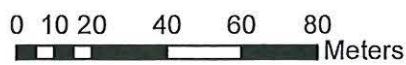
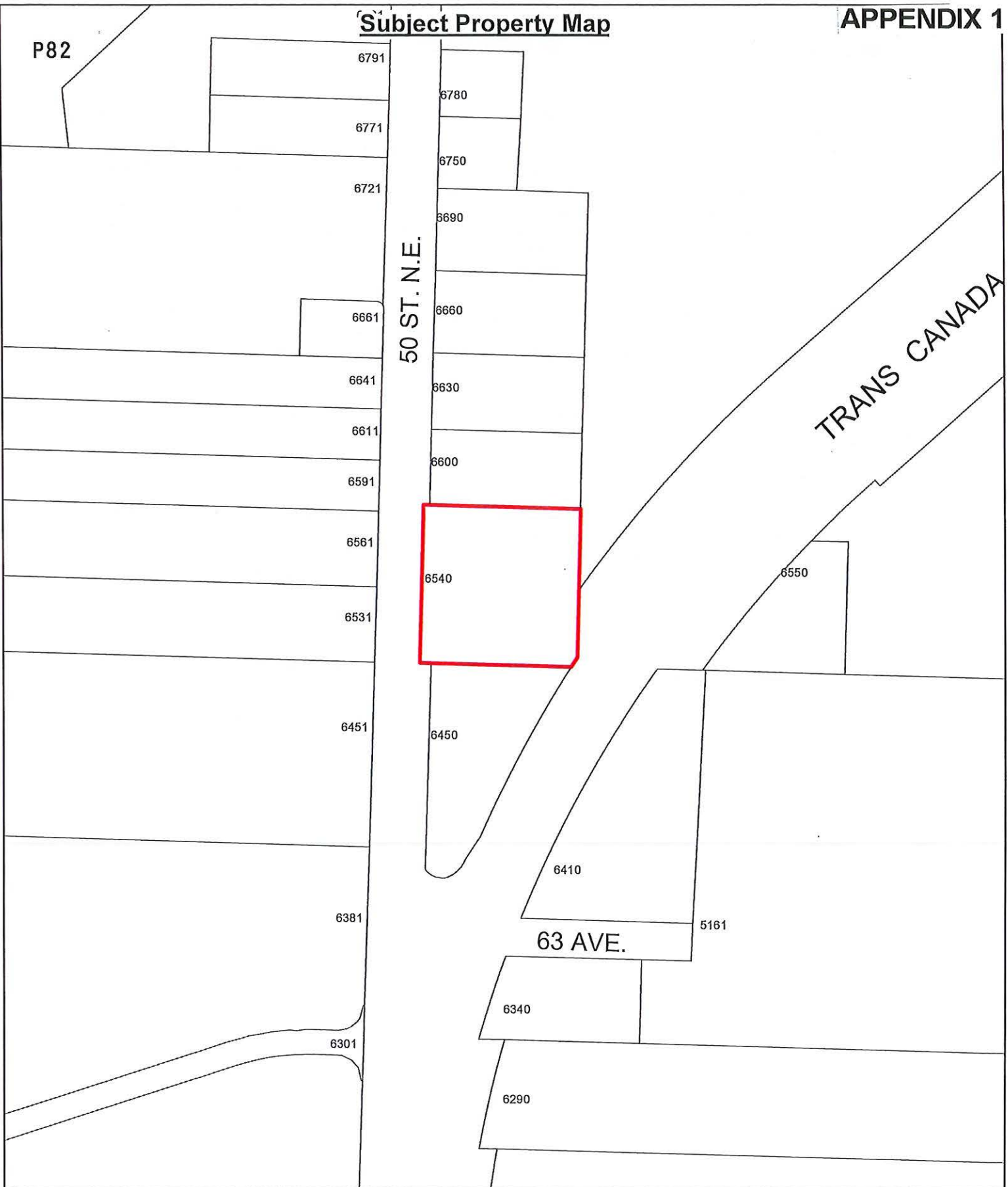


Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Subject Property Map

APPENDIX 1

P82

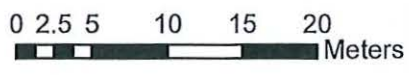
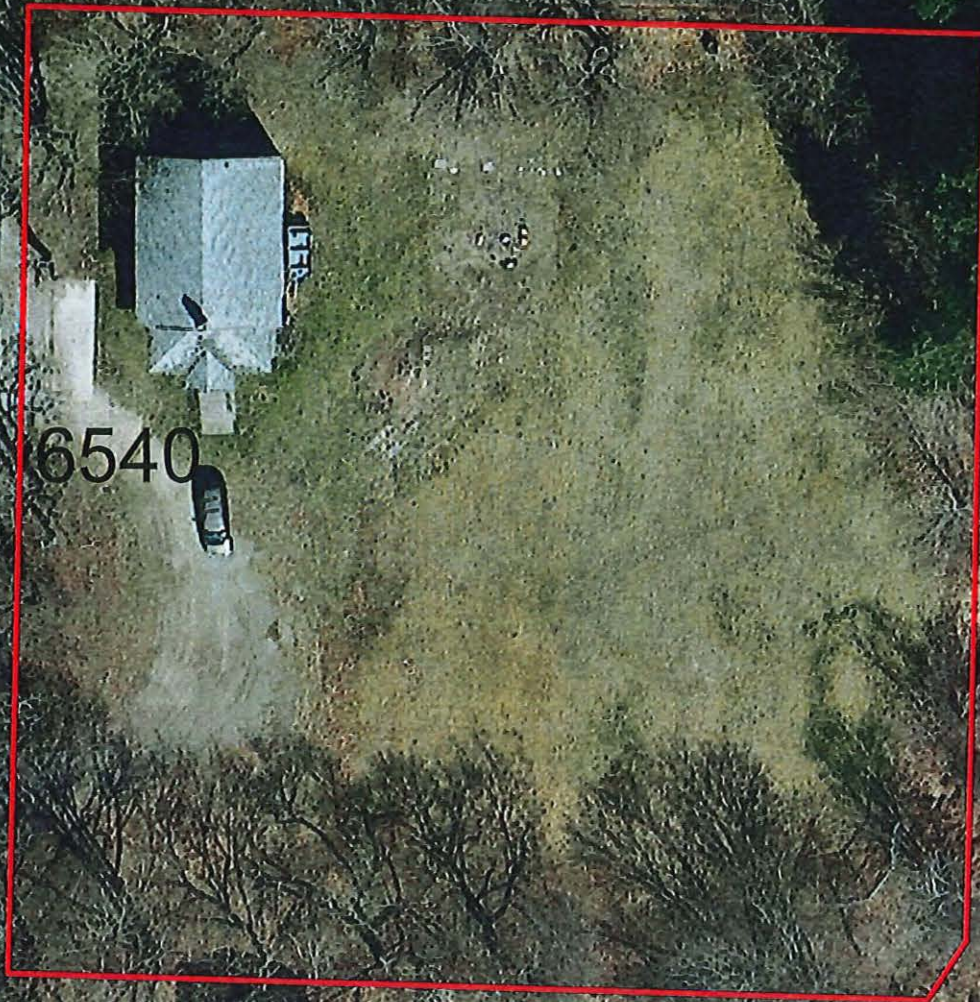


-  Subject Property
-  Parcels

6600

6540

6450

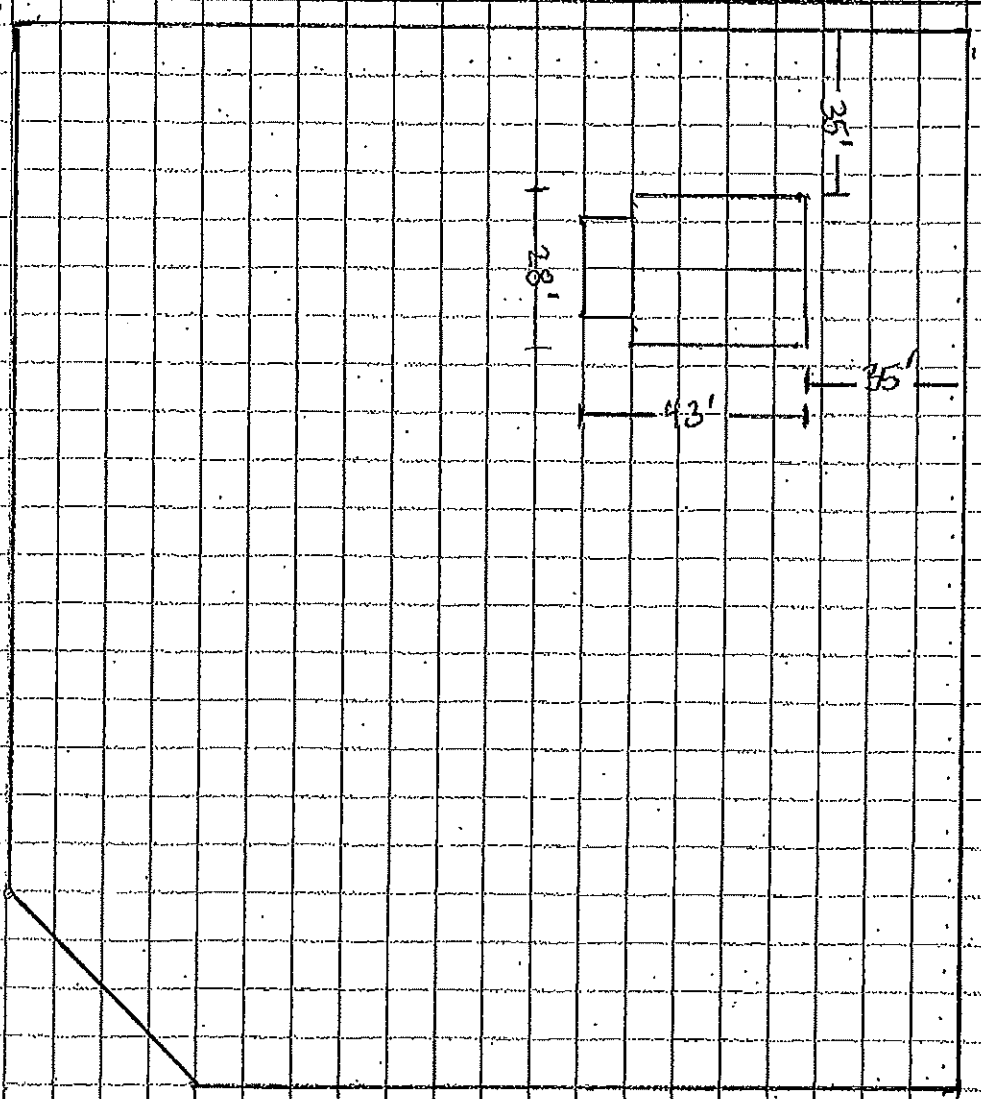


-  Subject Property
-  Parcels

50TH ST. NE.

200'

50TH ST. NE



220'

NORTH ↓

6540 50TH ST. NE.
VIEW 1Y6

UPPER LEVEL

P85

36"

— 222" —

84"

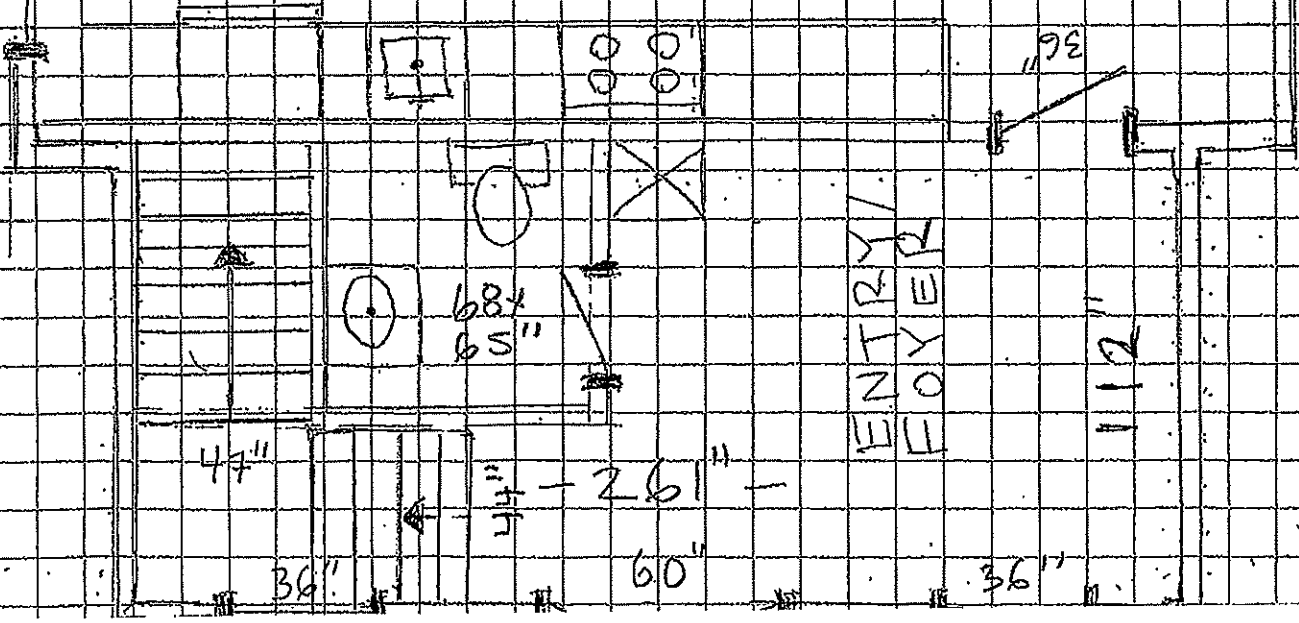
132"

OPEN
LIVE/WORK
SPACE

84"

— 382" —

32"



47"

68"
65"

— 261" —

36"

60"

ENTRY
FOYER

112"

36"

LOWER LEVEL

P86

OFFICE

BED ROOM

11' 6" X 11' 6"

11' 6" X 11' 6"

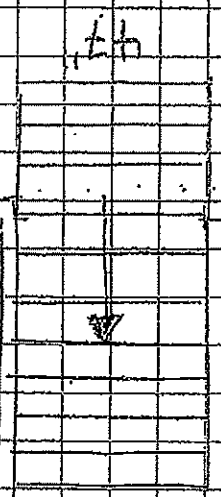
OPEN WORK
LIVE SPACE

60"

382"

60"

93"



UTILITY
MECHANICAL
ROOM

BATHROOM
6' X 9'

9' 4" X 11' 4"

119"

36"

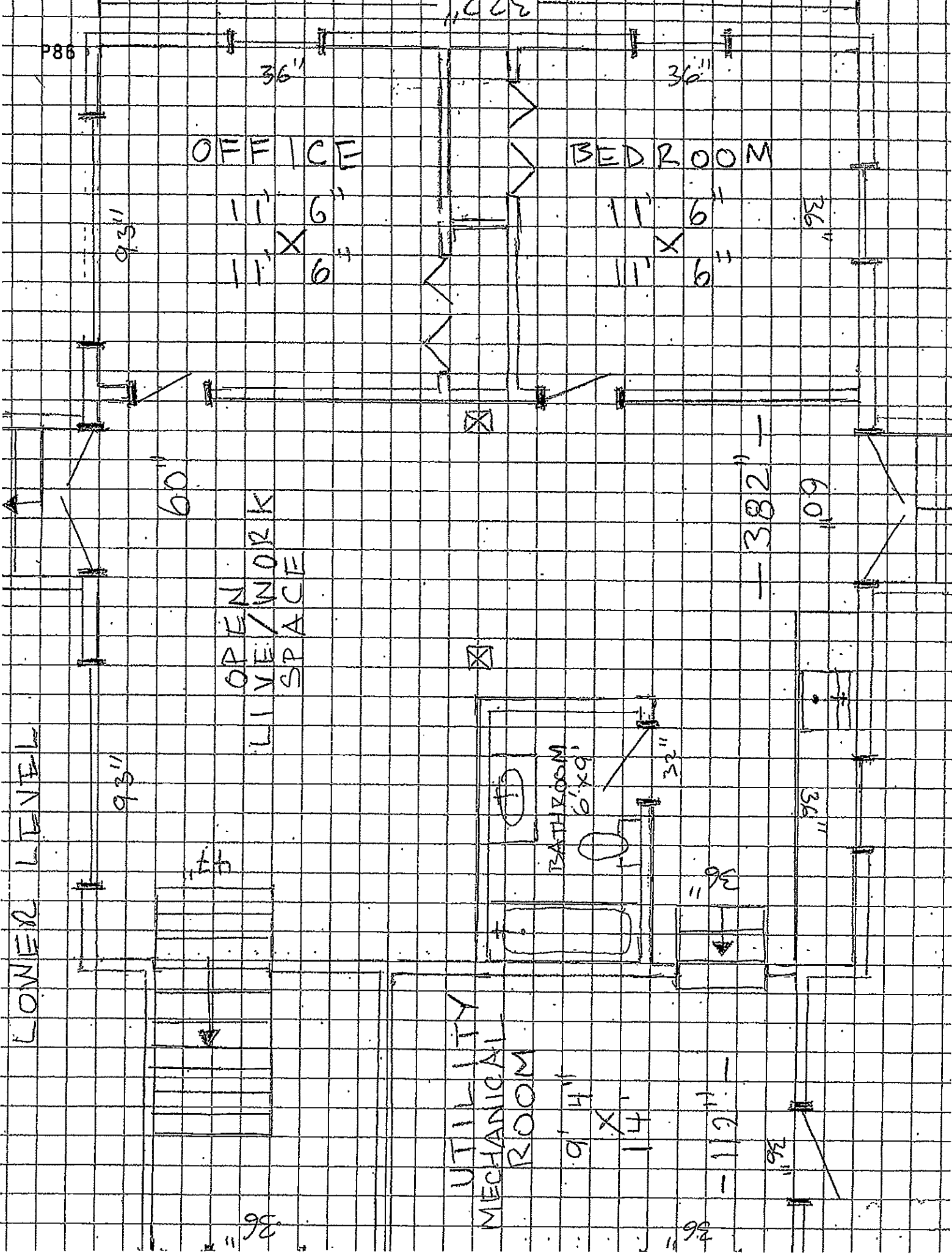
36"

36"

36"

32"

36"



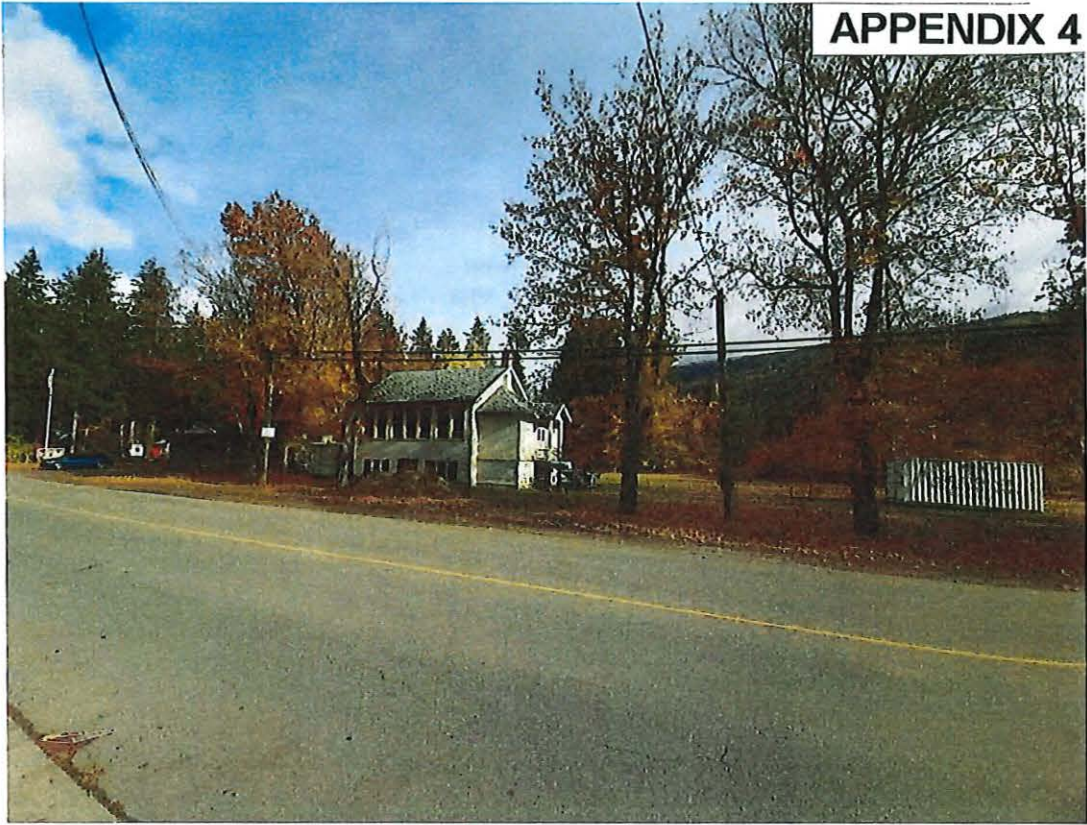


Photo 1: photo looking northeast at subject property and 50 Street NE



Photo 2: photo looking east at existing building/structure and 50 Street NE

P88

6831

6791

6771

6721

6661

6641

6611

6591

6561

6531

6451

6381

6301

6780

6750

6690

6660

6630

6600

50 ST. N.E.

6540

6450

6410

63 AVE.

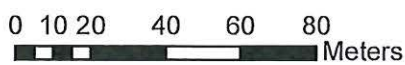
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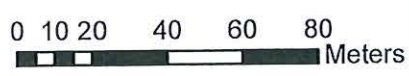
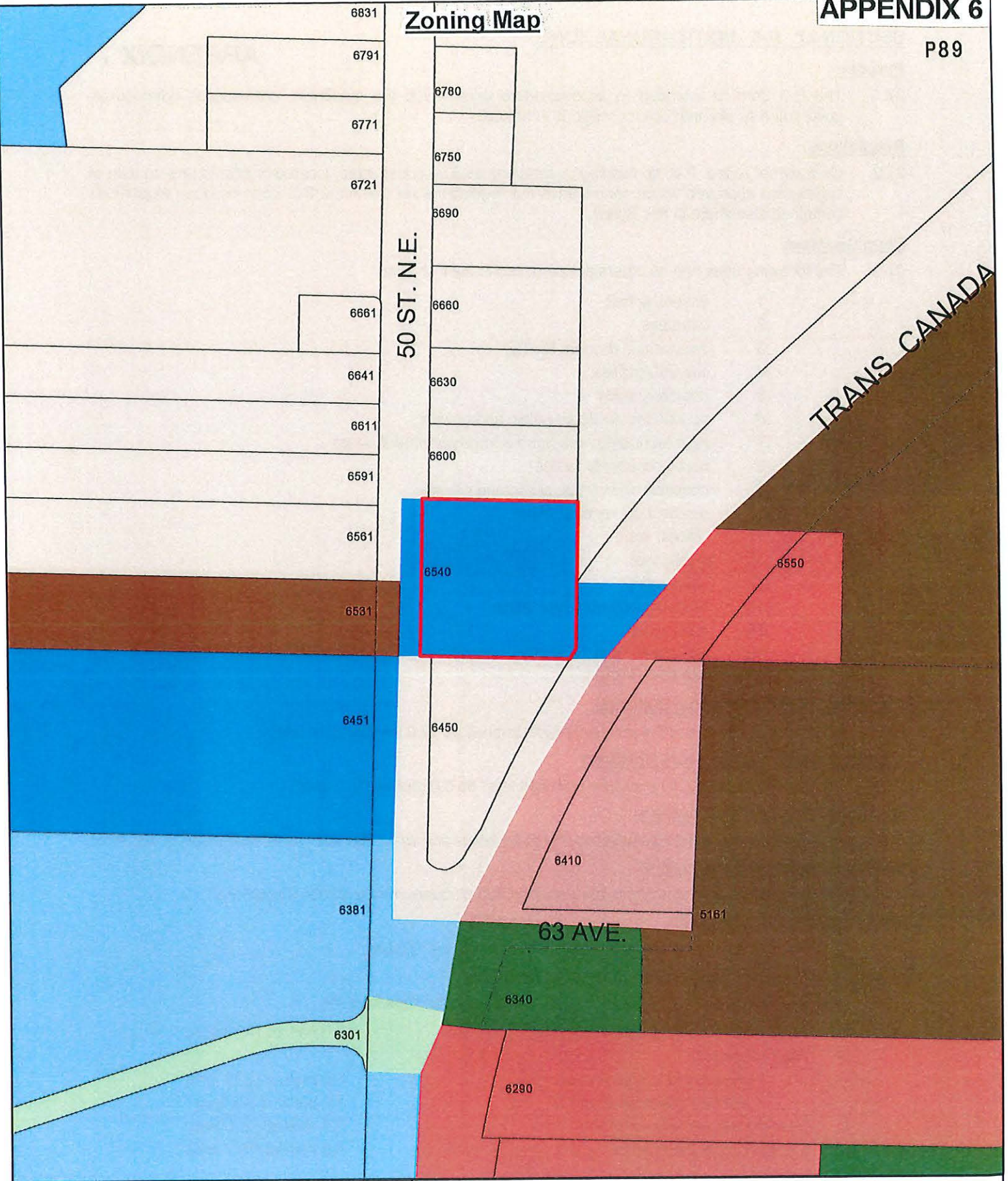
TRANS CANADA

6550



- Subject Property
- Parcels
- Acreage Reserve
- Park
- Institutional
- Residential - Low Density
- Commercial - Highway Service / Tourist

Zoning Map



- Subject Property
- Parcels
- A-2
- C-3
- C-5
- CD-13
- P-1
- P-3
- R-1
- R-6
- R-8

Purpose

27.1 The P-3 *Zone* is intended to accommodate uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature.

Regulations

27.2 On a *parcel zoned P-3*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the P-3 *Zone* or those regulations contained elsewhere in this Bylaw.

Permitted Uses

27.3 The following uses and no others are permitted in the P-3 *Zone*:

- .1 *assembly hall*;
- .2 *churches*;
- .3 *commercial daycare facility*;
- .4 *cultural facilities*;
- .5 *dormitory #4481*
- .6 *educational facilities*, public and private;
- .7 *high technology research and development*; #4368
- .8 *home occupation*; #3836
- .9 hospitals and clinics, public and private;
- .10 *mobile food vending*; #4240
- .11 *offices*; #4075
- .12 *public use*;
- .13 *public utility*;
- .14 *recycling collection site*; #2735
- .15 *rest home*;
- .16 *accessory use*, including *church manse*, detached portable classrooms and caretaker's *suite*.

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

27.5 The maximum *height* of *accessory buildings* shall be 6.0 metres (19.7 feet).

Maximum Parcel or Site Coverage

27.6 The maximum *parcel or site* coverage for all *buildings and structures* shall be 40% of *parcel or site* area.

Minimum Parcel Size or Site Area

27.7 The minimum *parcel size or site* area shall be 465.0 square metres (5,005 square feet).

Minimum Parcel or Site Width

27.8 The minimum *parcel or site* width shall be 15.0 metres (49.0 feet).

Minimum Setback of Principal and Accessory Buildings

27.9 The minimum *setback* of the *principal and accessory buildings* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line*
 - adjacent to a lane shall be 6.0 metres (19.7 feet)
 - all other cases shall be 1.0 metre (3.3 feet)
- .3 *Interior side parcel line* shall be 3.0 metres (9.8 feet)
- .4 *Exterior parcel line* shall be 6.0 metres (19.7 feet)

Outside Storage

27.10 Outside storage shall be screened and limited to a maximum of 15% of the *parcel area* or 280 square meters (3,013 square feet), whichever is less.

Parking and Loading

27.11 Parking and loading shall be required as per Appendix I

Purpose

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

Regulations

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

Permitted Uses

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

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

Maximum Number of Single Family Dwellings

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

Maximum Number of Secondary Suites

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

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

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

Minimum Parcel Area

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

Minimum Parcel Width

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

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE - CONTINUED**Maximum Floor Area and Floor Area Ratio**

13.11

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

Minimum Setback of Principal Building13.12 The minimum *setback* of the *principal building* from the:

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

Minimum Setback of Accessory Buildings13.13 The minimum *setback* of accessory *buildings* from the:

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

Minimum Setback of a Detached Suite13.14 The minimum *setback* of an *accessory building* containing a *detached suite* from the:

- .1 *Front parcel line* shall be 6.0 metres (19.7 feet)
- .2 *Rear parcel line* shall be 3.0 metres (9.8 feet)
- .3 *Interior side parcel line* shall be 2.0 metres (6.5 feet)
- .4 *Exterior side parcel line* shall be 6.0 metres (19.7 feet)
- .5 *Parcel line* adjacent to a lane 1.2 metres (3.9 feet)

Parking

13.15

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

Detached Suite

13.16 Refer to Section 4.2 for General Regulations.

From: HBE <HBE@interiorhealth.ca>
Sent: November 1, 2022 2:11 PM
To: Kathy Frese
Subject: RE: [External] OCP4000-52 BYLAW 4555 / 6540 - 50 STREET NE

Afternoon Chris,

The IH Healthy Community Development Team has received the above captioned referral from your agency. Typically we provide comments regarding potential health impacts of a proposal. More information about our program can be found at [Healthy Built Environment](#).

An initial review has been completed and no health impacts associated with this proposal have been identified. As such, our interests are unaffected by this proposal.

If you have any questions, please feel free to email us back or call 1-855-744-6328 (Ext. 4).

Regards,

Mike Adams

Team Leader, Healthy Community Development
Interior Health
www.interiorhealth.ca



Interior Health

We recognize and acknowledge that we are collectively gathered on the traditional, ancestral, and unceded territories of the seven Interior Region First Nations, where we live, learn, collaborate and work together. This region is also home to 15 Chartered Métis Communities. It is with humility that we continue to strengthen our relationships with First Nation, Métis, and Inuit peoples across the Interior.

From: Kathy Frese <kfrese@salmonarm.ca>
Sent: Tuesday, November 01, 2022 9:40 AM
To: Donna Kriger (dkrigr@sd83.bc.ca) <dkrigr@sd83.bc.ca>; HBE <HBE@interiorhealth.ca>; Lana Fitt (edo@saeds.ca) <edo@saeds.ca>; Neskonlith Band - Referrals (referrals@neskonlith.net) <referrals@neskonlith.net>
Subject: OCP4000-52 BYLAW 4555 / 6540 - 50 STREET NE

Good Morning,

Find attached for your review and comments, application to amend the Official Community Plan (OCP).

Please return any comments to planning@salmonarm.ca

Thank you in advance,

Kathy Frese | Development Services | Assistant
Box 40, 500 - 2 Avenue NE, Salmon Arm BC V1E 4N2
P 250.803.4010 | F 250.803.4041
E kfrese@salmonarm.ca | W www.salmonarm.ca





Adams Lake Indian Band

APPENDIX 10

Project Name:

OCP-52 BL4555 / 6540 50 STREET NE

FN Consultation ID:

OCP-52

Consulting Org Contact:

Kathy FRESE

Consulting Organization:

[City of Salmon Arm](#)

Date Received:

Friday, November 4, 2022

Weytk,

Re: the OCP-52 BL4555 / 6540 50 STREET NE.

Through a preliminary analysis ALIB has identified some concerns which include:

Area of High Archaeological Potential

Adams Lake holds constitutionally protected Aboriginal rights including title throughout the entirety of its territory. Members of Adams Lake continue to exercise their Aboriginal rights as their ancestors have done for generations, including hunting, trapping, gathering and fishing, along with rights associated with spiritual and cultural traditions which are practiced in accordance with Secwepemc customs, laws and governance structures.

Recommendations

Due to proximity to hydrological features (Canoe Creek; Shuswap Lake) and existing archaeological sites, as well as being identified as an area of high archaeological potential using the Archaeological Overview Assessment Layer in the Remote Access to Archaeological Data (RAAD) portal, ALIB recommends a permitted archaeological impact assessment (AIA) be completed by a professional archaeologist prior to any ground disturbance activities at this location. Archaeological sites, whether known or unknown, or in disturbed or intact context, are protected by law under the Heritage Conservation Act.

More information on archaeological requirements for property owners and developers can be found here:

<https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry...>

A list of consulting professional archaeologists can be found here:

<https://www.bcapa.ca/consulting-firms/>

If you have any questions about the process, feel free to reach out to me directly at bdavidson@alib.ca.

Kukstemc (Thank you)

Brent Davidson

Title and Rights Technical Coordinator

Adams Lake Indian Band

APPENDIX 11

November 8, 2022

City of Salmon Arm
Chris Larson
PO Box 40
Salmon Arm BC, V1E 4N2

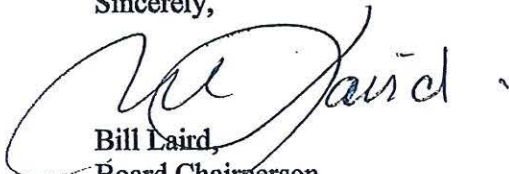
Dear Chris,

Re: OCP Amendment Application No OCP4000-52

The Salmon Arm Economic Development Society (SAEDS) Board of Directors has reviewed the information for the above-noted OCP Amendment Referral to amend the OCP designation of the property located at 6540 50th Street NE, Salmon Arm, from Institutional to Low Density Residential.

The SAEDS Board is supportive of expanding family housing options in our City, in order to support current and future growth trends. Based on the information provided, the Board supports the application. We thank you for the opportunity to comment on this proposed OCP bylaw amendment.

Sincerely,



Bill Laird,
Board Chairperson



Ministry of Transportation and Infrastructure

Our file: 2022-05557
Your file: ZON-1253 BL4556
Date: November 15, 2022

APPENDIX 12

City of Salmon Arm
Box 40
500 - 2nd Avenue NE
Salmon Arm, British Columbia V1E V1E 4N2

Attention: Development Services

**Re: OFFICIAL COMMUNITY PLAN & ZONING AMENDMENT APPLICATION FILE NO's:
OCP4000-52 BL4555 and ZON-1253 BL4556**

The Ministry of Transportation and Infrastructure (MoTI) has received and reviewed your referral dated November 1, 2022 for the proposal requesting Official Community Plan & Zoning Bylaw Amendments from Institutional (INS) to Low Density Residential (LR) and Institutional (P-3) to Residential Suite (R-8) to renovate and restore an existing heritage structure to use for residential purposes within subject property Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882 except Plan H609 (PID: 011-081-457). Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the Transportation Act. Please forward a copy of the bylaw, after third reading, for endorsement subject to the following condition:

- 1. No direct access to the Rte 1 – TransCanada is supported from the subject lot.

Thank you for the opportunity to comment. If you or the proponent has any questions, please contact Beth Bahm at (778) 576-1114 or by email at Beth.Bahm@gov.bc.ca.

Sincerely,

Beth Bahm
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

CITY OF SALMON ARM

BYLAW NO. 4555

**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 and by electronic means, on February 27, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 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. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:

1. Re-designate Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882 Except Plan H609 from INS (Institutional) to LR (Low 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. 4555".

READ A FIRST TIME THIS DAY OF 2023

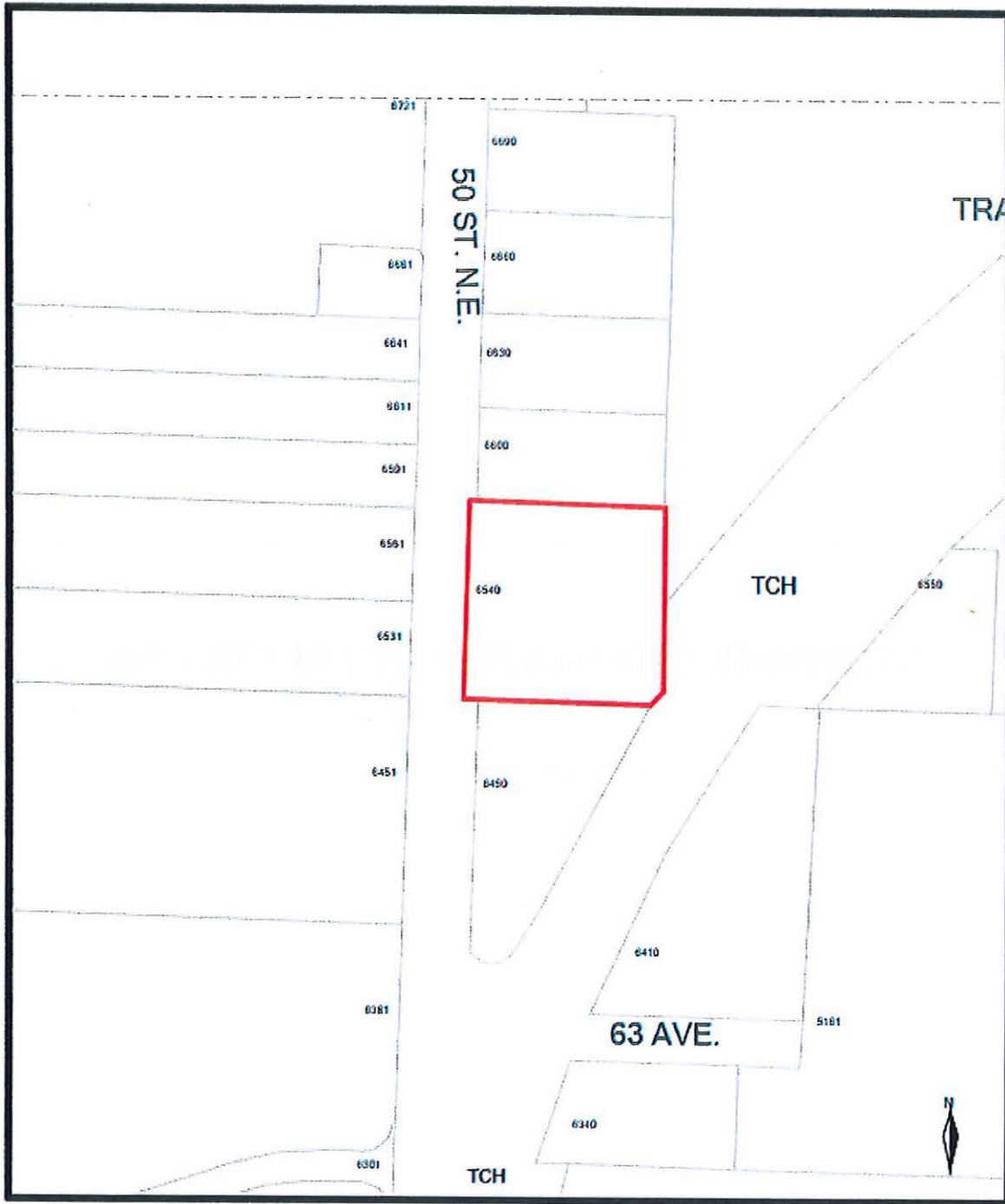
READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER



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Item 10.2

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4556 be read a first time.

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

[ZON-1253; Switzer, C. & Muxlow, R.; 6540 50 Street NE; P-3 to R-8]

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4556

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 27, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan 1882 Except Plan H609 from P-3 (Institutional Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4556"

READ A FIRST TIME THIS DAY OF 2023

READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2023

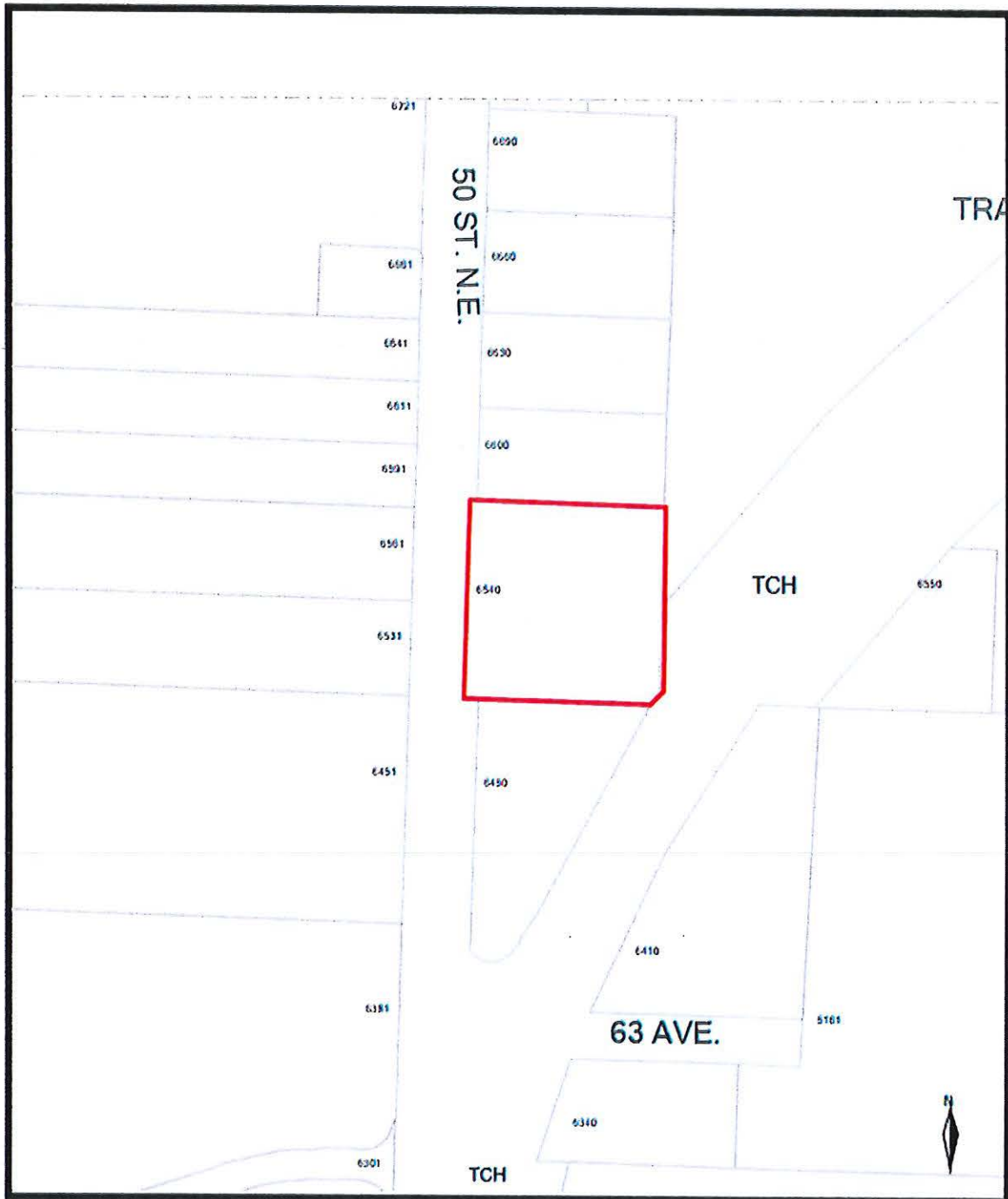
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 10.3

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4562 be read a first and second time.

[ZON-1254; Hindbo Construction Group Inc./Weed, J. & Cockrill, E.; 2791 25 Street NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

**CITY OF
SALMON ARM**

To: His Worship Mayor Harrison and Members of Council

Date: January 5, 2023

Subject: Zoning Bylaw Amendment Application No. 1254

Legal: Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501
Civic Address: 2791 25 Street NE
Owners: James Weed and Elaine Cockrill
Applicant: Hindbo Construction Group Inc. (Coady Hindbo)

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 from R1 (Single Family Residential) to R8 (Residential Suite Zone).

PROPOSAL

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite on the subject property.

BACKGROUND

The subject property is located on 25 Street NE between 26 and 30 Avenues NE. The 1920m² property was the subject of two recent Variance Permits related to subdivision servicing (VP – 542) and retaining wall and fence heights (VP – 561) (Appendices 1 and 2). The retaining walls are currently under construction. The subject property is designated Residential Low Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North: single family residence/R1

South: single family residence/R1

East: single family residence and single family residence with suite/R8

West: single family residence/R1 (Single Family Residential)

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

COMMENTS**Engineering Department**

The Engineering Department has no concerns to the rezoning of this property.

Building Department

No concerns with the rezoning.

Fire Department

No concerns.

Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on February 13, 2023.

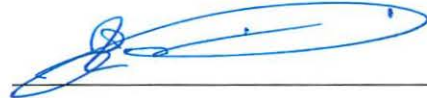
Planning Department

Plans submitted in support of the application are included as Appendix 5. The proposed suite is approximately 78m² (850ft²) in area with a separate entrance positioned to the rear of the property. The proposed driveway could accommodate the required on-site parking required. The applicant has stated that the owners do not intend to rent the unit as it will be for visitor and family use only. Given the regulations governing permitted uses and units types rezoning is required.

Rezoning from R1 to R8 is supported by the previously mentioned OCP policy. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).



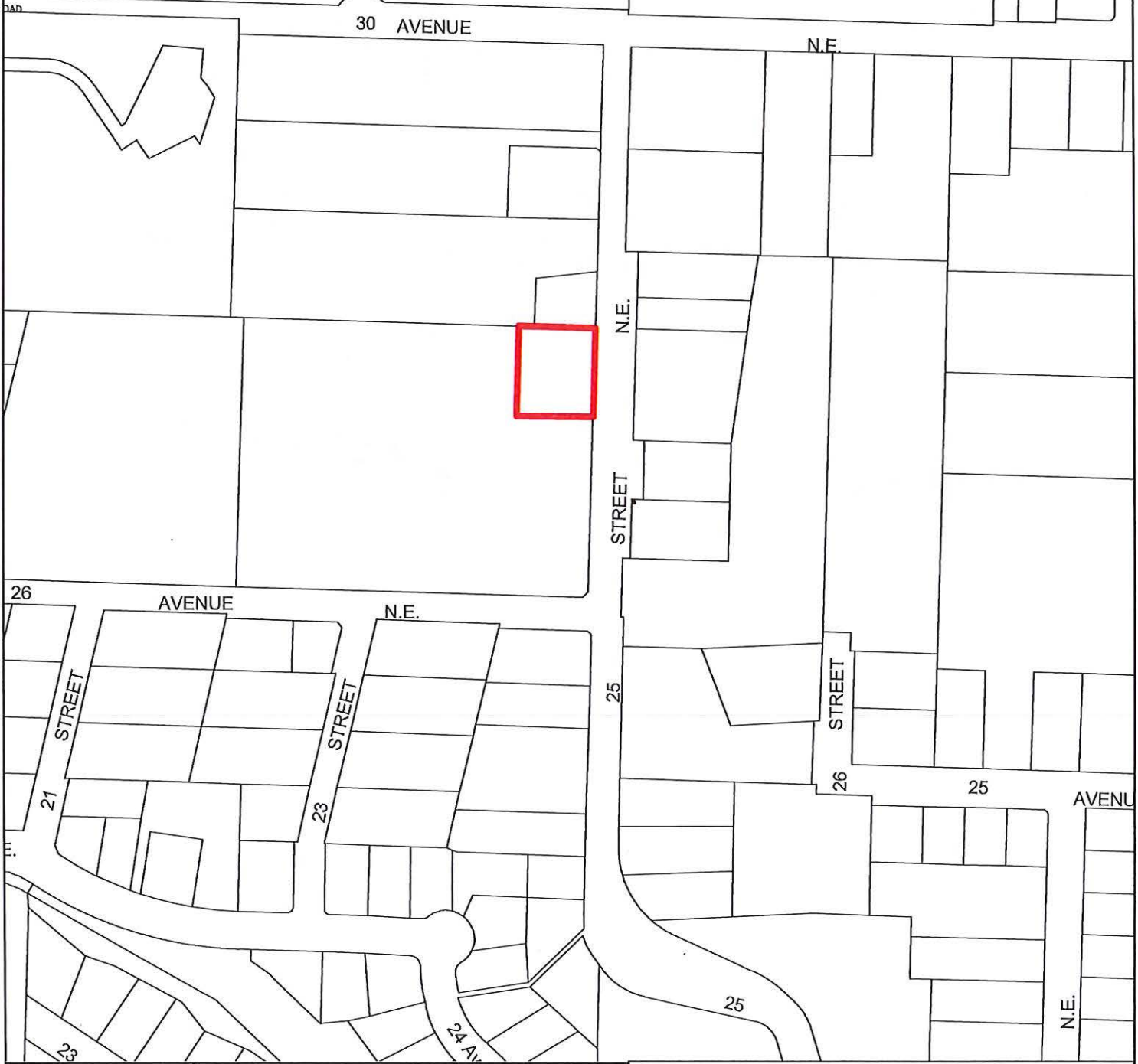
Prepared by: Melinda Smyrl, MCIP, RPP
Planner



Reviewed by: Rob Niewenhuizen, ASCT
Director of Engineering and Public Works

P108

Subject Property Map

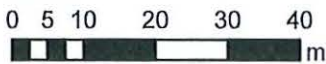
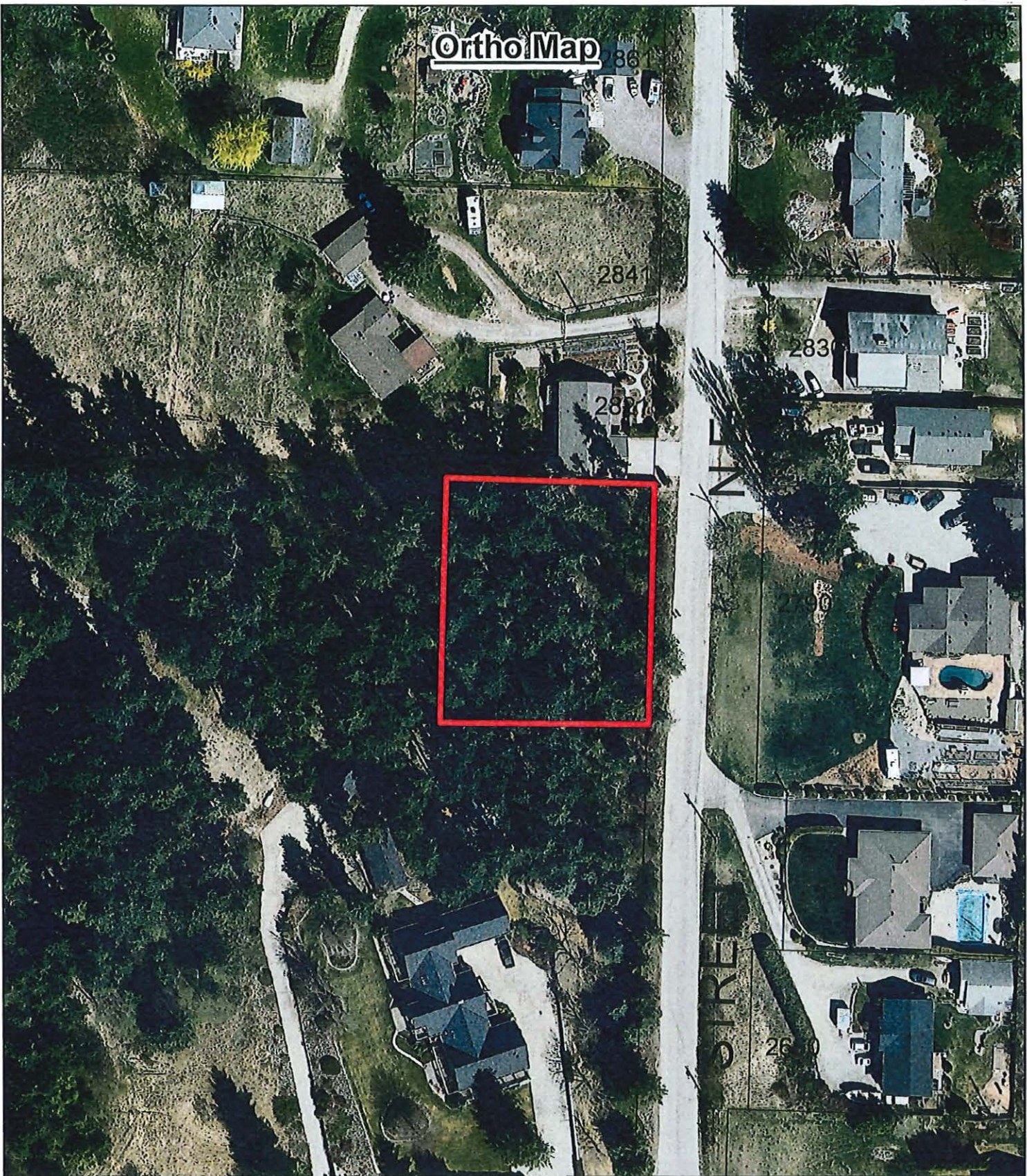


Subject Property



Parcels

OrthoMap

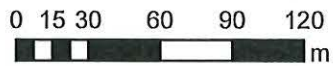
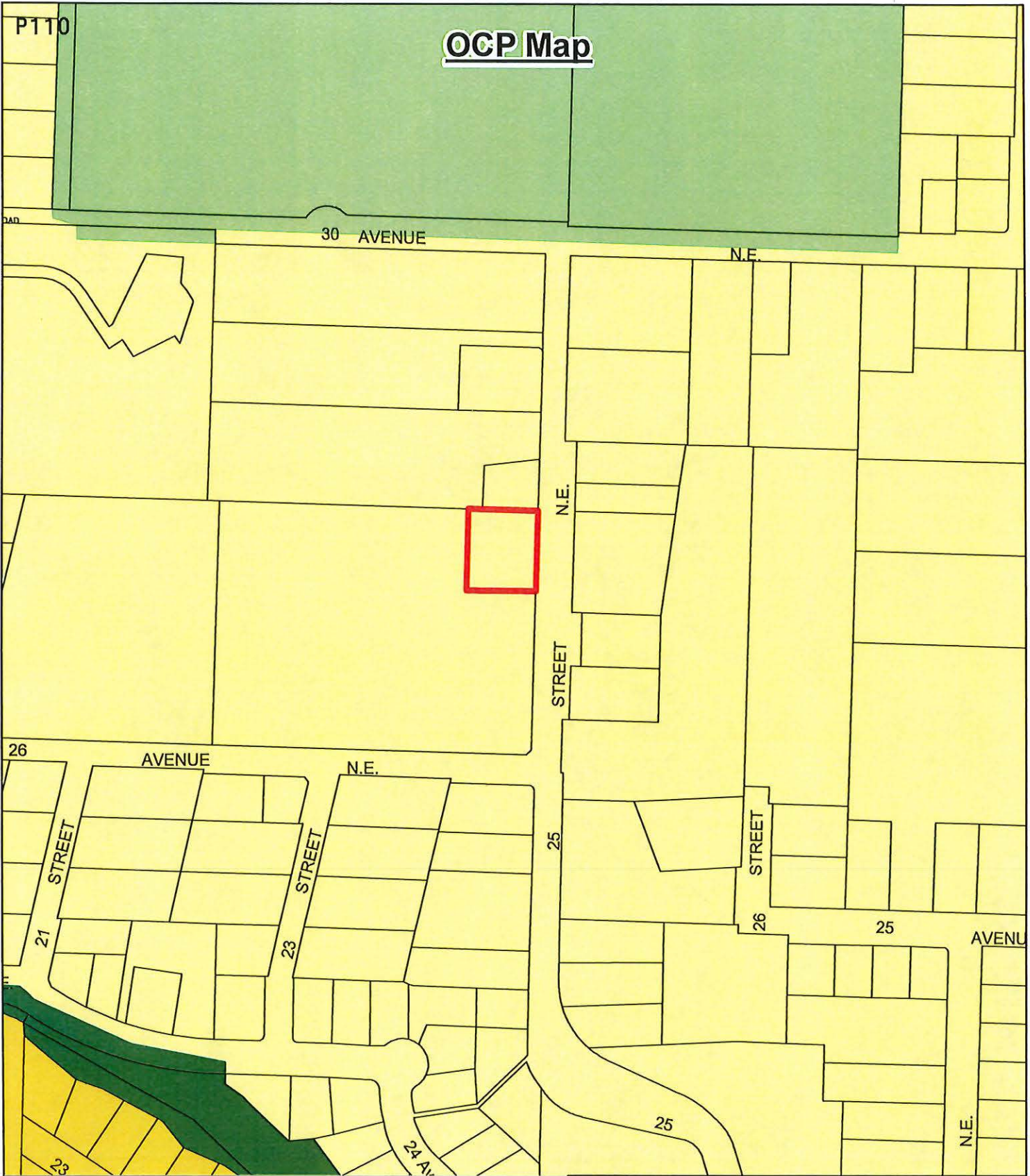


Subject Property



Parcels

OCP Map



Subject Property



Parcels



Acreage Reserve



Park



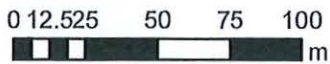
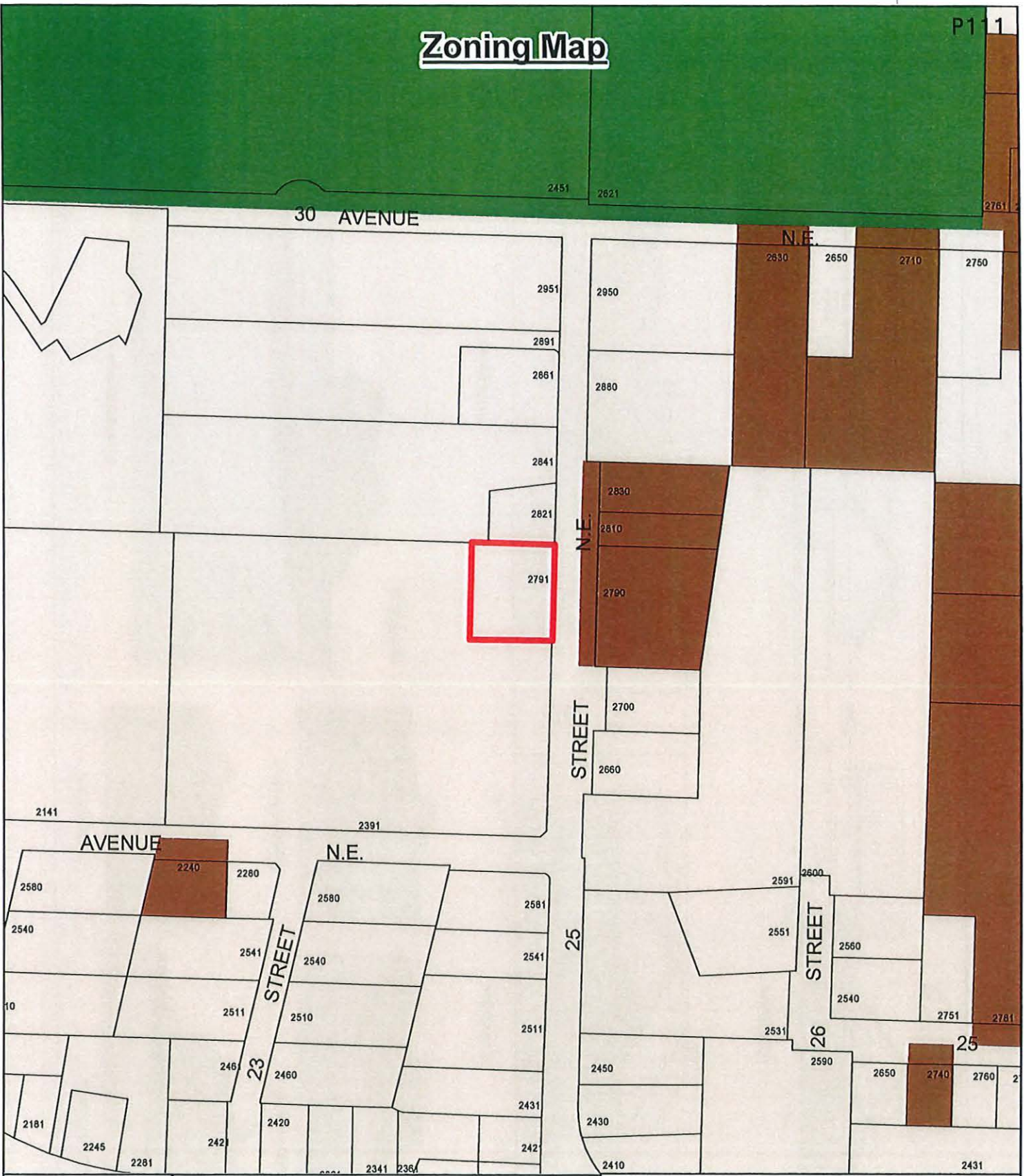
Residential - Low Density



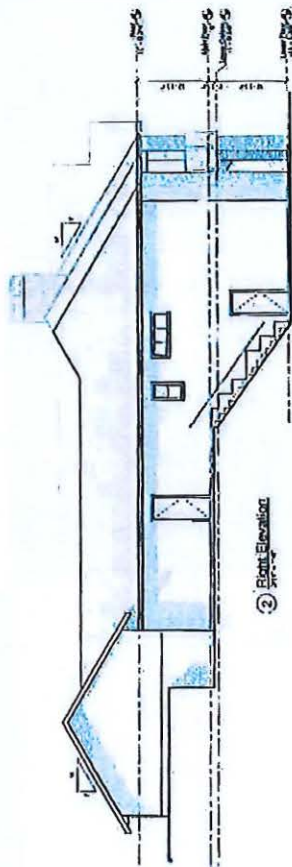
Residential - Medium Density

Zoning Map

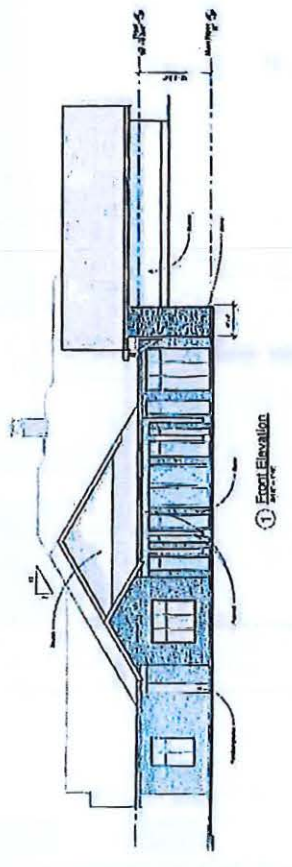
P111



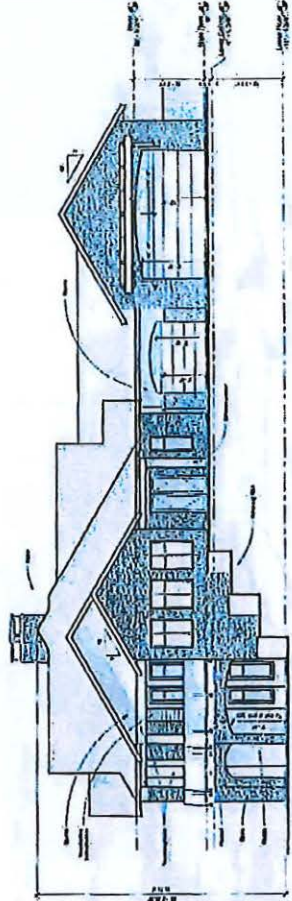
-  Subject Property
-  A-2
-  R-1
-  Parcels
-  P-1
-  R-8



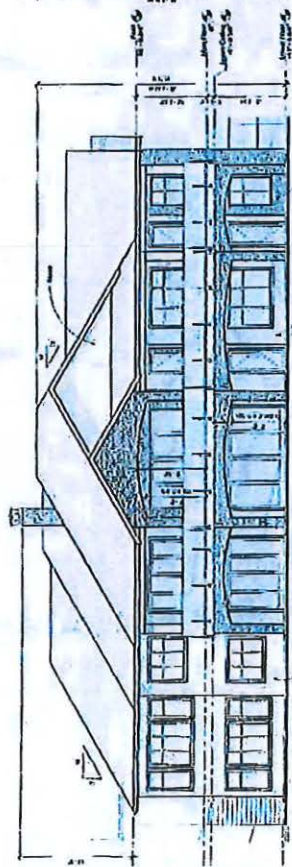
① Front Elevation



② Rear Elevation



③ Left Elevation



④ Right Elevation

Typical Cladding

- Roof: Asphalt/Flt Shingles
- Exterior Walls: Hardie Board Siding
- Interior Walls: Drywall
- Floors: Carpet
- Ceilings: Drywall
- Staircase: Carpet
- Basement: Concrete
- Foundation: Concrete
- Driveway: Asphalt
- Walkways: Concrete
- Patios: Concrete
- Decks: Composite
- Fences: Vinyl
- Lighting: LED
- Paint: White
- Trim: White
- Hardware: Brass
- Doors: Solid Core
- Windows: Double Paneled
- Shutters: White
- Blinds: White
- Curtains: White
- Light Switches: White
- Outlet Covers: White
- Door Knobs: Brass
- Window Knobs: Brass
- Door Pulls: Brass
- Window Pulls: Brass
- Light Switches: Brass
- Outlet Covers: Brass
- Door Knobs: White
- Window Knobs: White
- Door Pulls: White
- Window Pulls: White
- Light Switches: White
- Outlet Covers: White

Windows and Doors

- Roof: Asphalt/Flt Shingles
- Exterior Walls: Hardie Board Siding
- Interior Walls: Drywall
- Floors: Carpet
- Ceilings: Drywall
- Staircase: Carpet
- Basement: Concrete
- Foundation: Concrete
- Driveway: Asphalt
- Walkways: Concrete
- Patios: Concrete
- Decks: Composite
- Fences: Vinyl
- Lighting: LED
- Paint: White
- Trim: White
- Hardware: Brass
- Doors: Solid Core
- Windows: Double Paneled
- Shutters: White
- Blinds: White
- Curtains: White
- Light Switches: White
- Outlet Covers: White
- Door Knobs: Brass
- Window Knobs: Brass
- Door Pulls: Brass
- Window Pulls: Brass
- Light Switches: Brass
- Outlet Covers: Brass

M MEYER
 ARCHITECTURE
 1000 10th Ave SW
 Seattle, WA 98104
 Phone: 206-465-1111
 Fax: 206-465-1112
 Website: www.meyerarch.com

Elevations and Details

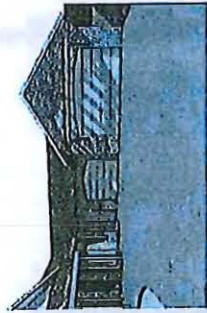
Project Name: [Redacted]
 Project Number: [Redacted]
 Date: [Redacted]
 Scale: [Redacted]

5

For Permit v1.4



⑥ Front Entry Perspective



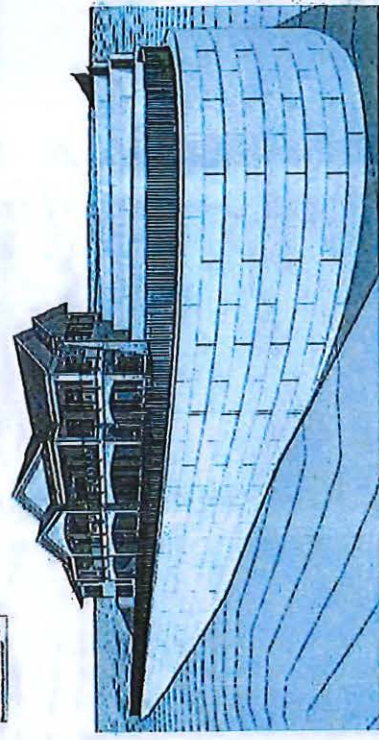
⑦ Garage Perspective



⑧ Front Left Perspective

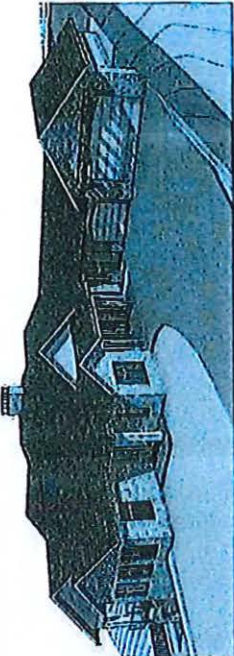
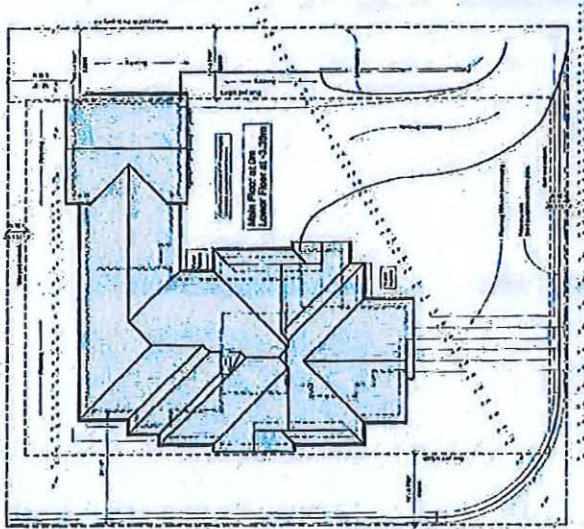


⑨ Rear Left Perspective

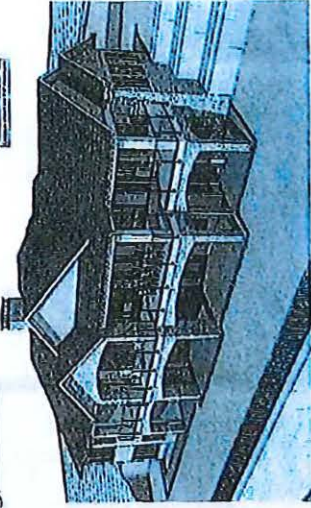


⑩ Rear Right Perspective

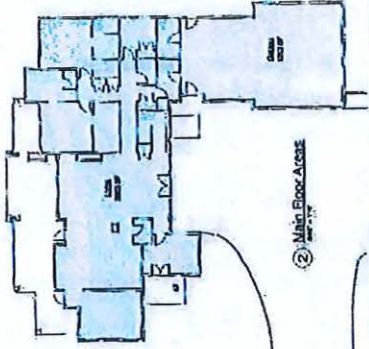
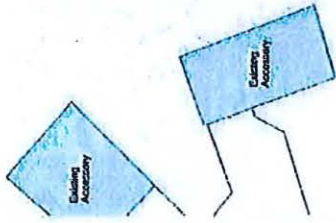
Drawing notes	
1	General Notes
2	Site Plan
3	Main Floor Plan
4	Lower Floor Plan
5	Front Elevation
6	Rear Elevation
7	Side Elevation
8	Section
9	Detail
10	Other



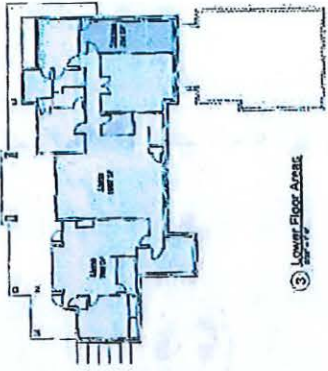
7 Front Elevation



8 Rear Elevation



2 Main Floor Plan



3 Lower Floor Plan

1 Site Plan

Legal Address
 1234 Main St.
 City, State, Zip

Civic Address
 5678 Elm St.
 City, State, Zip

Zoning
 R-1
 Single-Family Residential

MEYER ARCHITECTS
 1234 Main St.
 City, State, Zip
 Phone: (555) 123-4567
 Fax: (555) 987-6543

Cover Page and Site Plan

1

Project Name: Proposed Residence for Jim, Weed and Elaine Cockrill
 Date: 10/20/2010
 Scale: 1/8" = 1'-0"

Proposed Residence for Jim, Weed and Elaine Cockrill



4 Side Elevation



5 Front Elevation



6 Rear Elevation

For Permit v1.4

General Notes

1. All dimensions are in feet and inches.
2. All elevations are in feet above sea level.
3. All setbacks are in feet from the property lines.
4. All materials are to be installed in accordance with the manufacturer's instructions.
5. All work is to be done in accordance with the applicable building codes.
6. All work is to be done in accordance with the applicable zoning ordinances.
7. All work is to be done in accordance with the applicable local, state, and federal laws.
8. All work is to be done in accordance with the applicable industry standards.
9. All work is to be done in accordance with the applicable best practices.
10. All work is to be done in accordance with the applicable safety protocols.



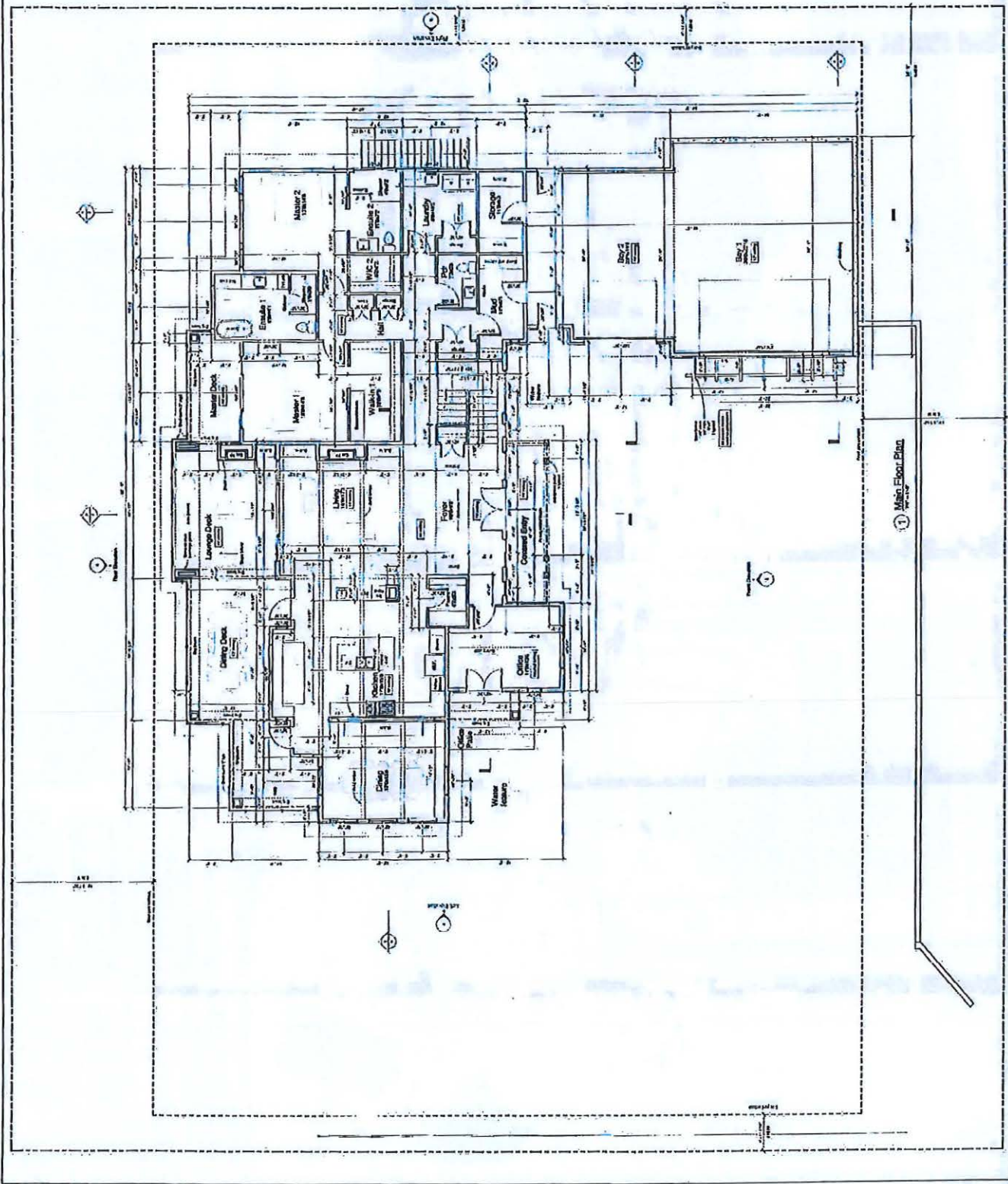
MEYER
MEYER ARCHITECTS
1200 10th Street, NW
Seattle, WA 98108
Tel: 206.461.1000
Fax: 206.461.1001
www.meyerarch.com

Main Floor Plan

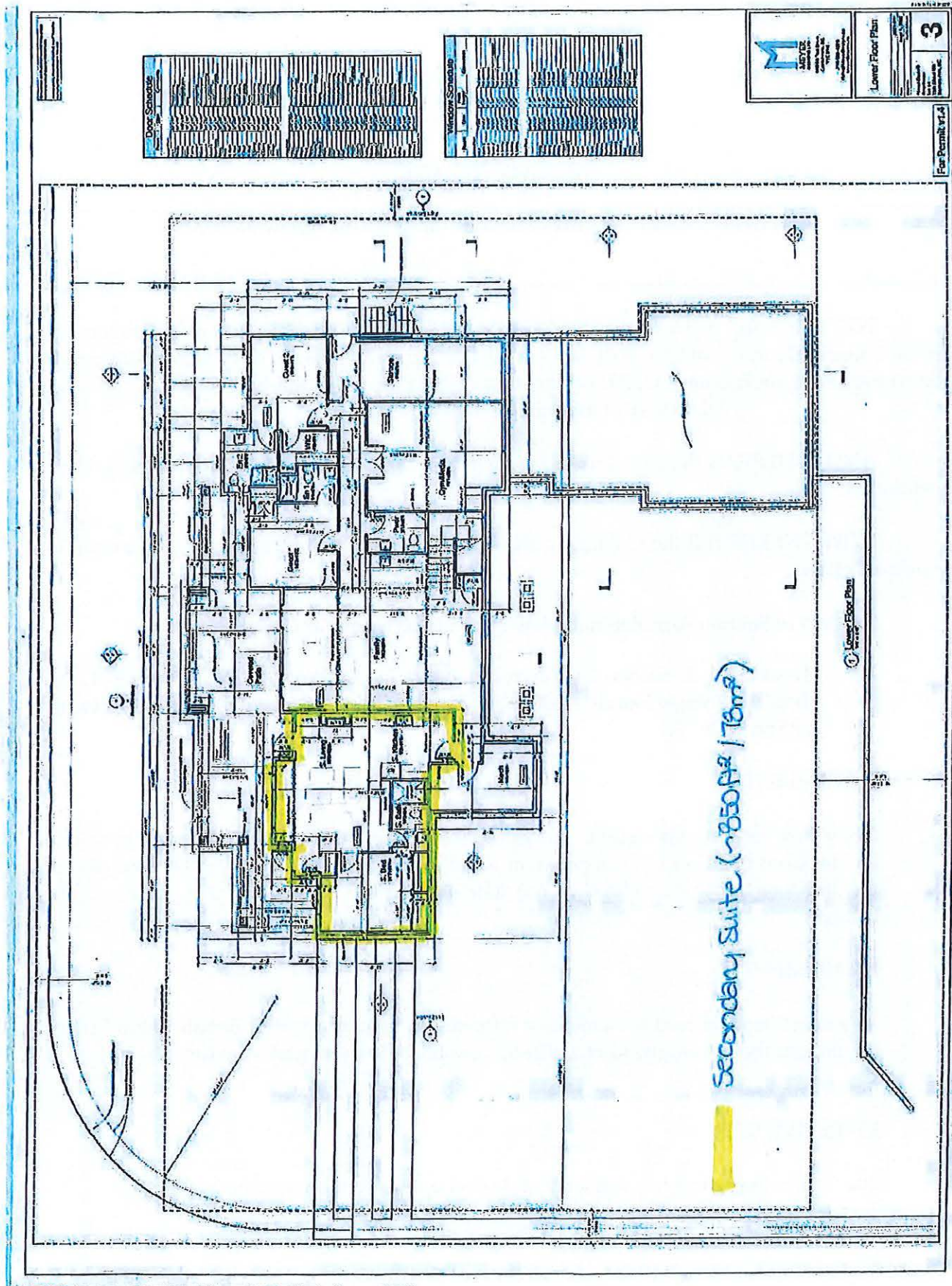
Project Name: _____
Project No: _____
Date: _____
Scale: _____
Sheet No: _____

4

For Permit V1.4



① Main Floor Plan



Door Schedule

Door No.	Description	Material
101	Office	1/2" Ply
102	Office	1/2" Ply
103	Office	1/2" Ply
104	Office	1/2" Ply
105	Office	1/2" Ply
106	Office	1/2" Ply
107	Office	1/2" Ply
108	Office	1/2" Ply
109	Office	1/2" Ply
110	Office	1/2" Ply
111	Office	1/2" Ply
112	Office	1/2" Ply
113	Office	1/2" Ply
114	Office	1/2" Ply
115	Office	1/2" Ply
116	Office	1/2" Ply
117	Office	1/2" Ply
118	Office	1/2" Ply
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196	Office	1/2" Ply
197	Office	1/2" Ply
198	Office	1/2" Ply
199	Office	1/2" Ply
200	Office	1/2" Ply

Window Schedule

Window No.	Description	Material
101	Office	1/2" Ply
102	Office	1/2" Ply
103	Office	1/2" Ply
104	Office	1/2" Ply
105	Office	1/2" Ply
106	Office	1/2" Ply
107	Office	1/2" Ply
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199	Office	1/2" Ply
200	Office	1/2" Ply

M
115 P115
Lower Floor Plan
Sheet No. 3
For Permit: 17-1

Secondary Suite (~850 sq ft / 78m²)

Lower Floor Plan

CITY OF SALMON ARM

BYLAW NO. 4562

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP119501 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

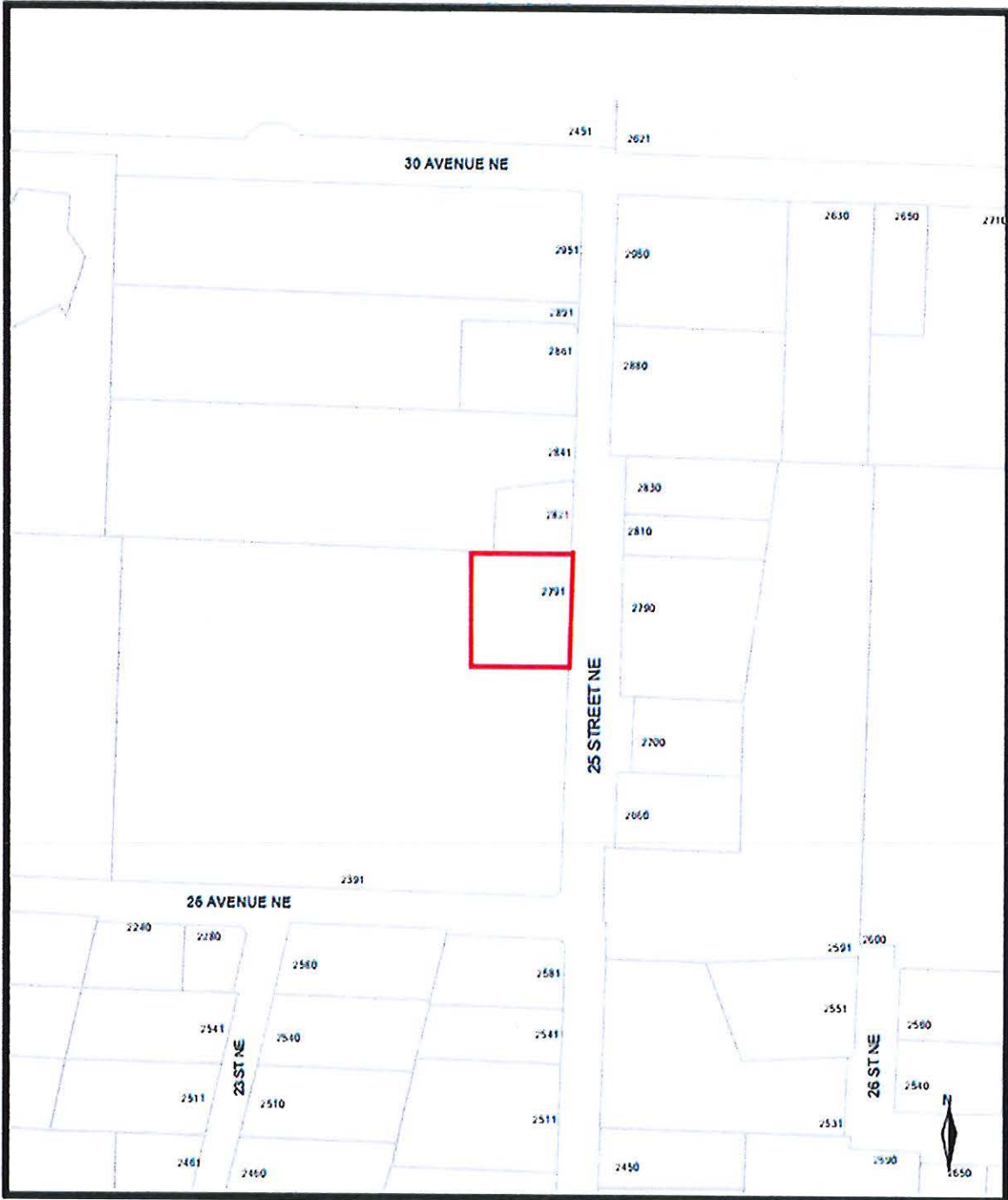
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4562"

READ A FIRST TIME THIS	DAY OF	2023
READ A SECOND TIME THIS	DAY OF	2023
READ A THIRD TIME THIS	DAY OF	2023
ADOPTED BY COUNCIL THIS	DAY OF	2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 10.4

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4566 be read a first and second time.

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

[ZON-1259; Zaichkowsky, J. & E.; 1421 20 Street NE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

To: His Worship Mayor Harrison and Members of Council

Date: January 6, 2023

Subject: Zoning Bylaw Amendment Application No. 1259

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983
 Civic Address: 1421 20 Street NE
 Owner/Applicant: John and Elaine Zaichkowsky

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983 from R1 (Single Family Residential) to R8 (Residential Suite Zone);

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to Ministry of Transportation and Infrastructure approval.

PROPOSAL

To rezone a single family dwelling R1 (Single Family Residential Zone) property to R8 (Residential Suite Zone) in order to permit the development of a secondary suite within the single family dwelling currently under construction.

BACKGROUND

The subject property is designated Residential Medium Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	Single Family Residence and Suite	Zoned R8
South:	Single Family Residence	Zoned R1
East:	Church of Latter-Day Saints	Zoned P3
West:	Single Family Residence	Zoned R1

The subject property is approximately 0.15ha (0.37ac) in area with a single family home currently under construction. The site plan for the secondary suite and basement is included in Appendix 5. The proposed suite is approximately 87m² (941ft²) in area and occupies a portion of the basement.

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

COMMENTS

Engineering Department

The Engineering Department has no concerns to the rezoning of this property.

Building Department

No concerns with the rezoning. The completion of the basement suite should be compliant with BC Building Code.

Fire Department

No concerns.

Public Consultation

Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on February 13, 2023.

Planning Department

Secondary suites are supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

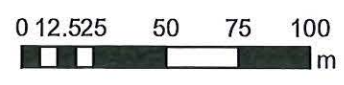
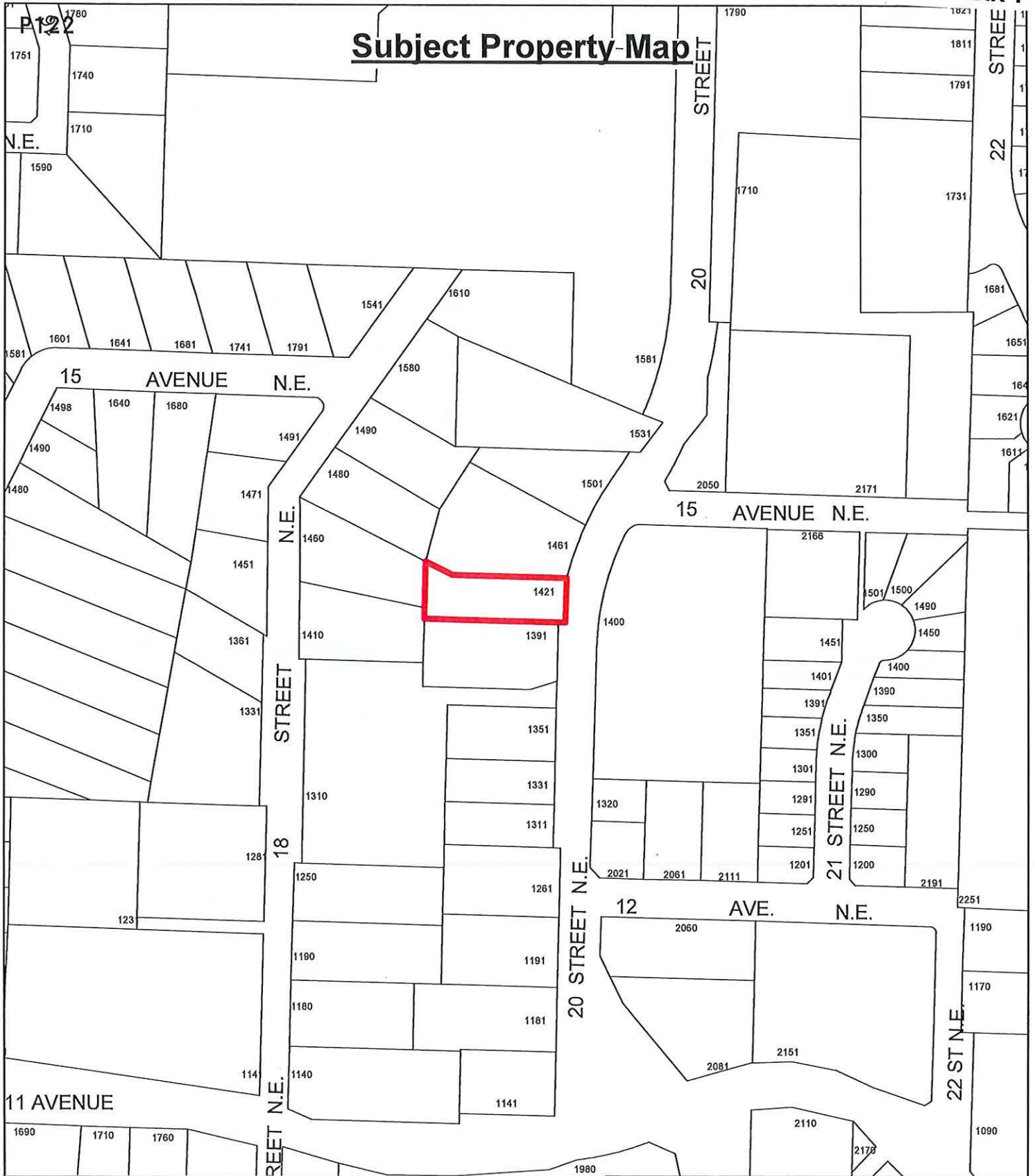


Prepared by: Melinda Smyrl, MCIP, RPP
Planner



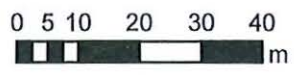
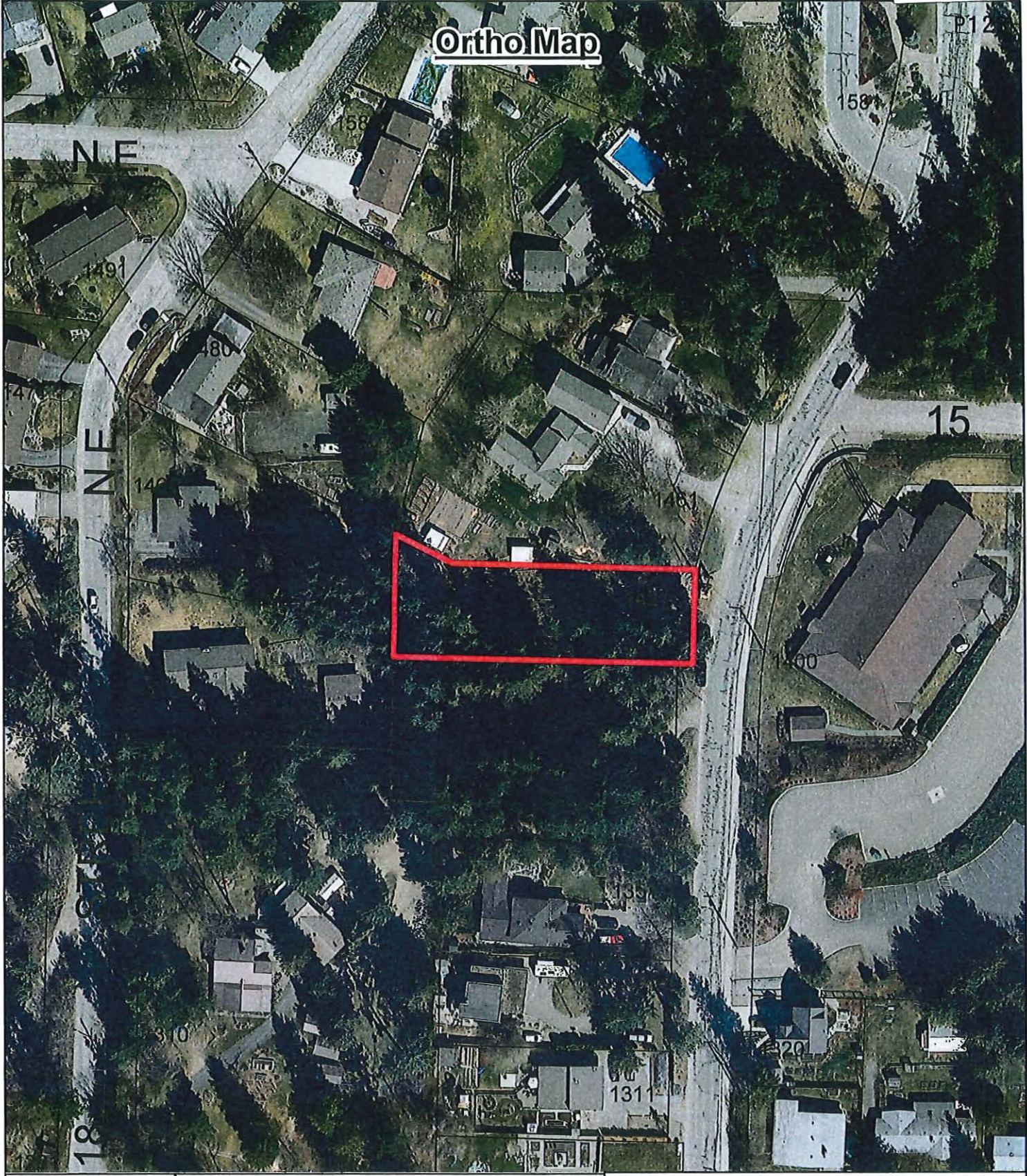
Reviewed by: Rob Niewenhuizen, ASct
Director of Engineering and Public Works

Subject Property-Map



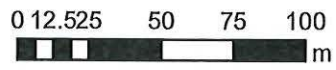
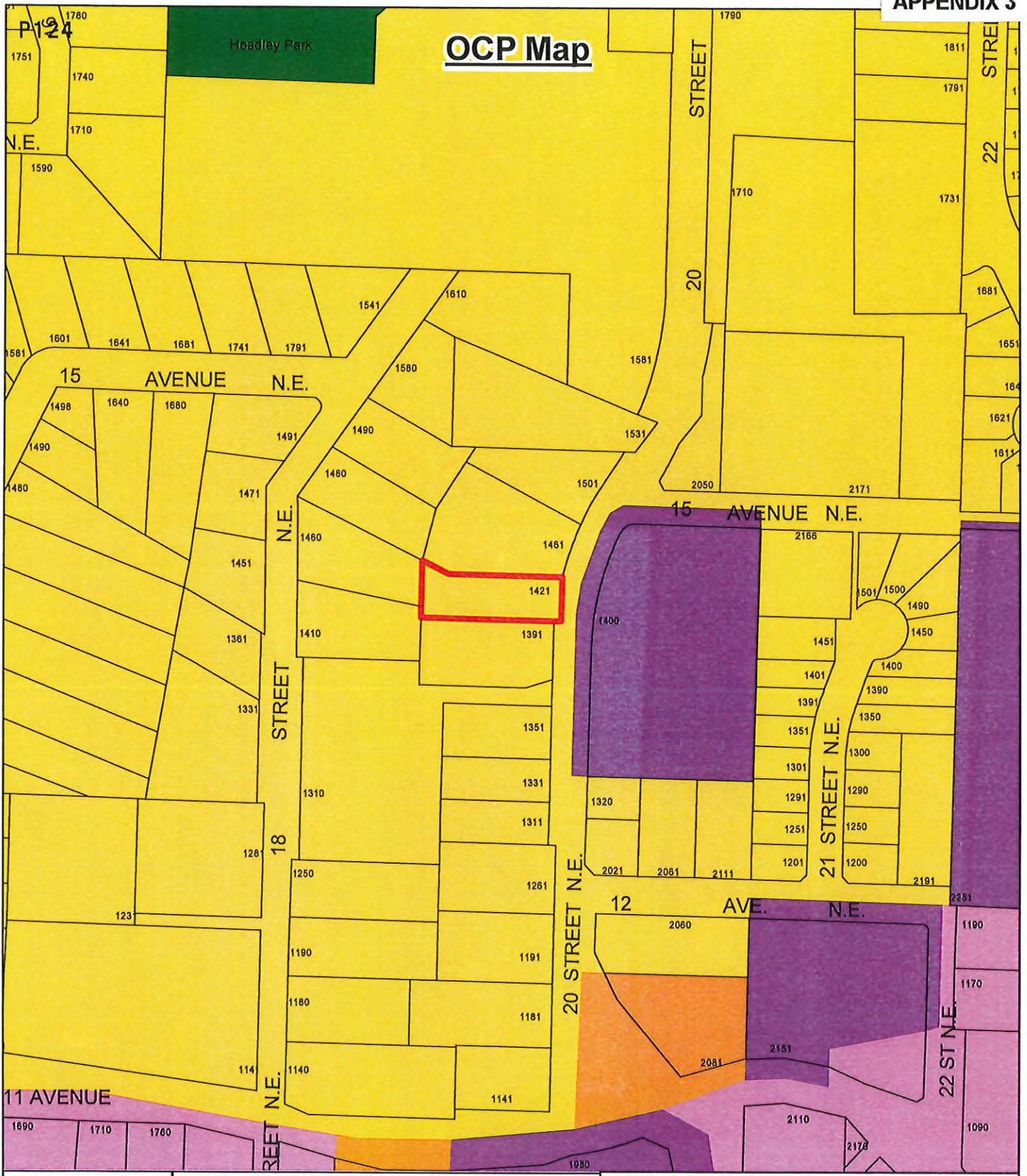
-  Subject Property
-  Parcels

OrthoMap



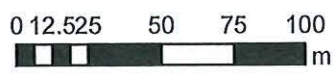
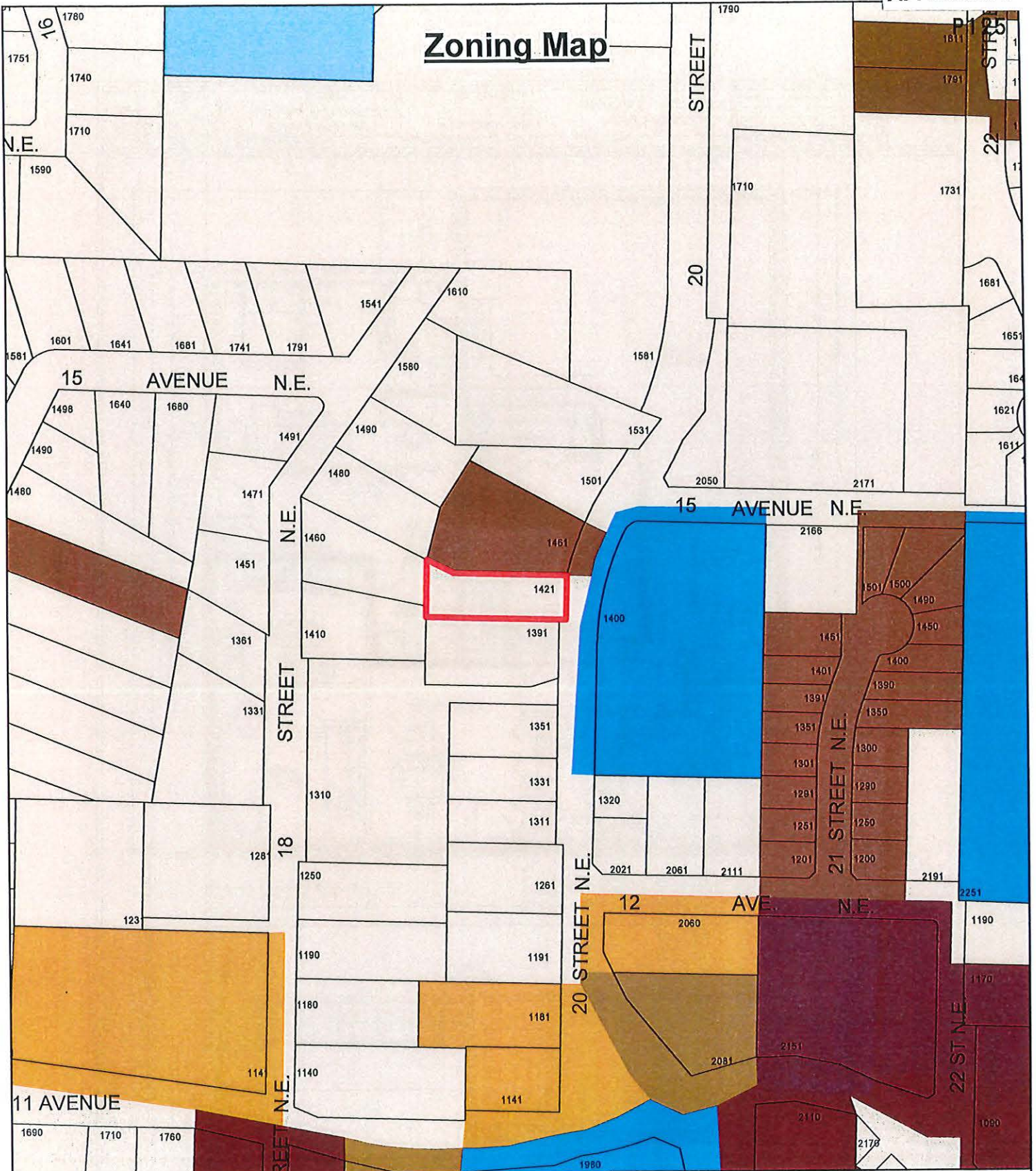
-  Subject Property
-  Parcels

OCP Map

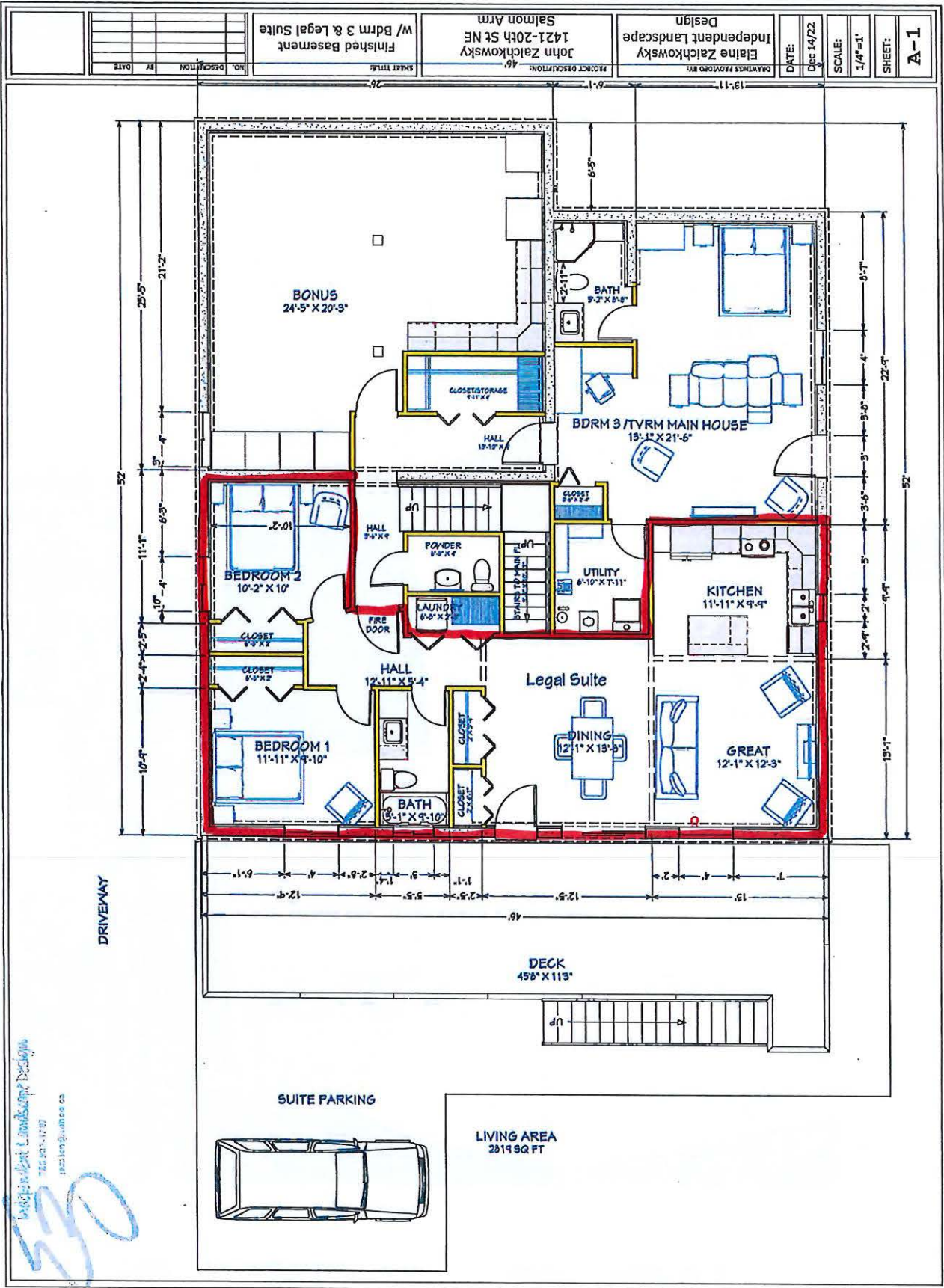


-  Subject Property
-  Parcels
-  Park
-  Institutional
-  Residential - Medium Density
-  Residential - High Density
-  Commercial - Highway Service / Tourist

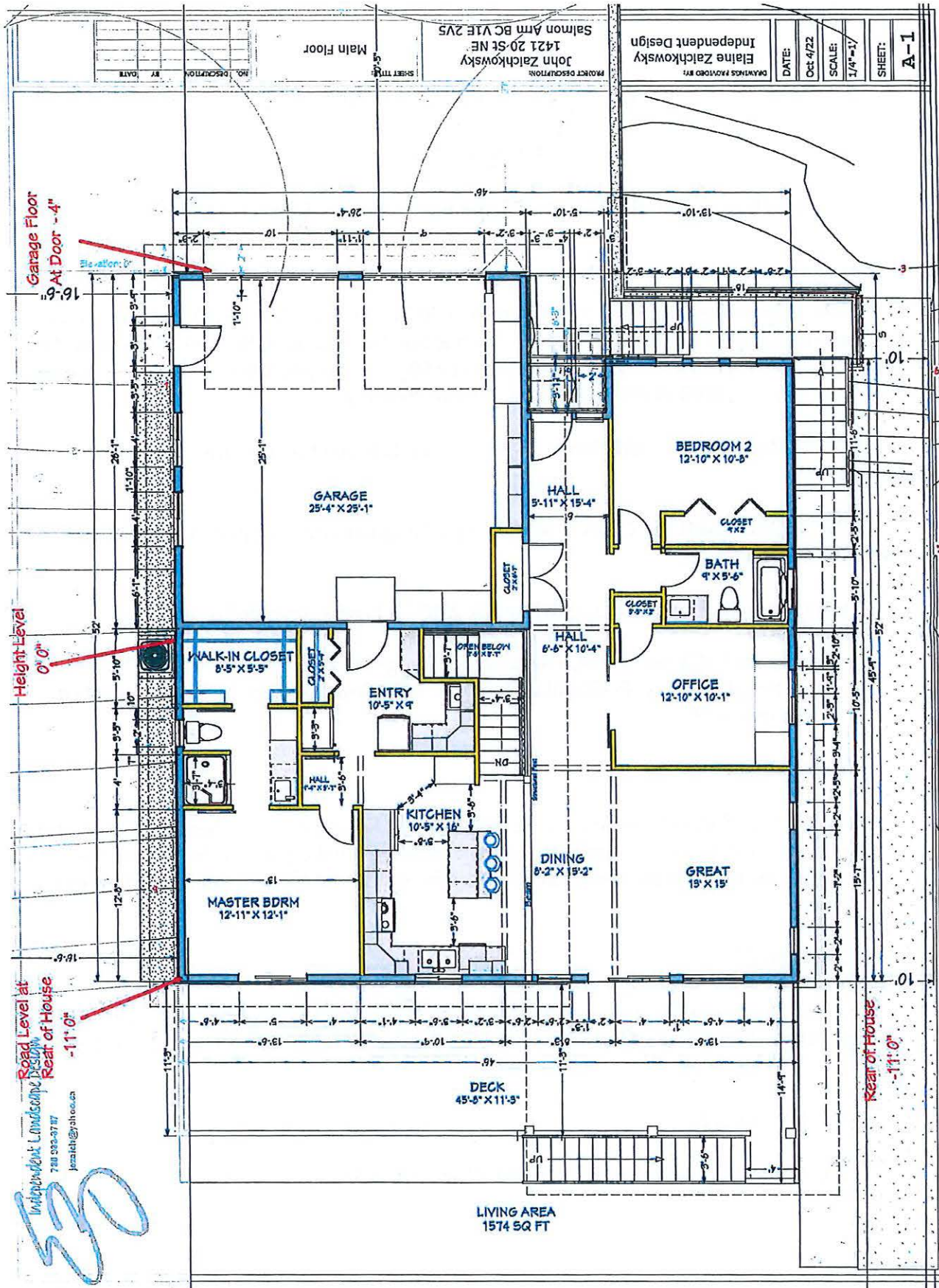
Zoning Map



	Subject Property		C-3		P-3
	Parcels		C-5		R-1
			C-6		R-4
			CD-7		R-5
			P-1		R-8



Finished Basement



Independent Landscape Design
 728 338-3737
 jzcalch@iild.co.ca

ESD

Height Level
 0' 0"

Road Level at
 Rear of House
 -11' 0"

Rear of House
 -11' 0"

PROJECT ASSOCIATION	John Zaitchukovsky	DATE:	Oct 4/22
PROJECT LOCATION	1421 20 St NE	SCALE:	1/4" = 1'
PROJECT ADDRESS	Salmon Arm BC V1E 2V5	SHEET:	A-1
DESIGNER	Elaine Zaitchukovsky	INDEPENDENT DESIGN	

Main Floor

CITY OF SALMON ARM

BYLAW NO. 4566

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 17983 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4566"

READ A FIRST TIME THIS DAY OF 2023

READ A SECOND TIME THIS DAY OF 2023

READ A THIRD TIME THIS DAY OF 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF , 2023

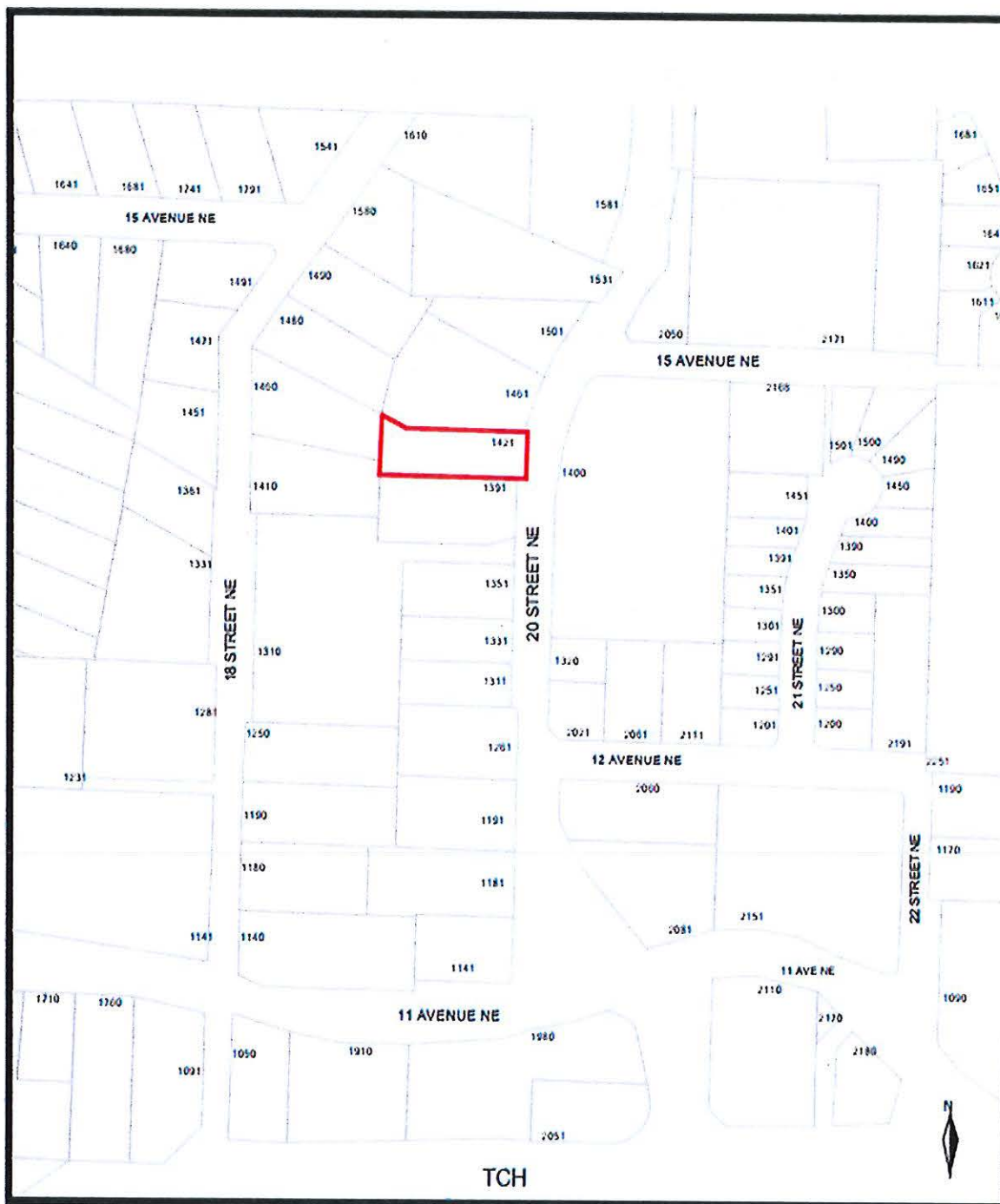
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 10.5

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4565 be read a first and second time.

[ZON-1256; Whitstone Developments Ltd./Siebenga, B. & C.; 2498 4B Avenue SE; R-1 to R-8]

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

To: His Worship Mayor Harrison and Members of Council

Date: December 13, 2022

Subject: Zoning Bylaw Amendment Application No. 1256

Legal: Lot 10, Section 13, Township 20, Range 10, W6M, KDYD,
Plan KAP48489

Civic Address: 2498 – 4B Avenue SE

Owner: B. & C. Siebenga

Applicant: Whitstone Developments Ltd.

MOTION FOR CONSIDERATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

STAFF RECOMMENDATION

THAT: The Motion for Consideration be adopted.

PROPOSAL

To rezone an R-1 (Single Family Residential Zone) property to R-8 (Residential Suite Zone) to permit the development of a detached suite.

BACKGROUND

The subject property is located at 4B Avenue SE (Appendix 1 & 2). The parcel is designated Medium Density Residential in the Official Community Plan (OCP) and is zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	4B Avenue SE; single family dwellings	Zoned R-1
South:	single family dwelling and accessory buildings/structures	Zoned R-1
East:	25 Street SE; single family dwellings	Zoned R-1
West:	single family dwelling and accessory building/structure	Zoned R-1

The subject property is approximately 929m² (9999 ft²) in area. A 620 ft² (57.60 m²) detached suite (with a 20' x 34' garage/shop with separate access below) is being proposed. The documentation provided in support of the rezoning application is attached as Appendix 5. It is worth noting that Appendix 5 only illustrates the R-8 (detached suite) building envelope, not the siting of the building, and that the building could be located anywhere within that envelope without variance. Secondary access for suite parking and garage/shop access is to be provided on the southeast portion of the site.

To date, there are no properties on 4B Avenue SE zoned R-8. However (and as seen in Appendix 4), there are thirteen (13) other R-8 zoned properties within the greater vicinity, with the closest R-8 zoned properties being approximately 70 meters away (2397 5 Avenue SE and 2350 4A Avenue SE). Site photos of the subject property are attached in Appendix 6.

Policy 8.3.25 of the OCP supports detached suites in all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

COMMENTS

Fire Department

No Fire Department concerns.

Building Department

No concerns. Limiting Distance appears to be ok. BCBC applies to development.

Engineering Department

No Engineering concerns.

Public Consultation

Pursuant to the *Local Government Act* and *City of Salmon Arm Zoning Bylaw* notices are mailed to landowners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advise those with interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. R-8 rezoning for parcels < 0.4 ha does not require the post of a Notice of Development sign. It is expected that the Hearing for this application will be held on February 13, 2023.

Planning Department

Based on the parcel area of 929m², the subject property has the potential to meet the conditions for the development of a detached suite, including sufficient space to meet the parking requirement. The detached suite is supported by OCP policy, and the site plan and dimensions of the unit are compliant with zoning regulations.

Staff support the rezoning of the subject property from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).



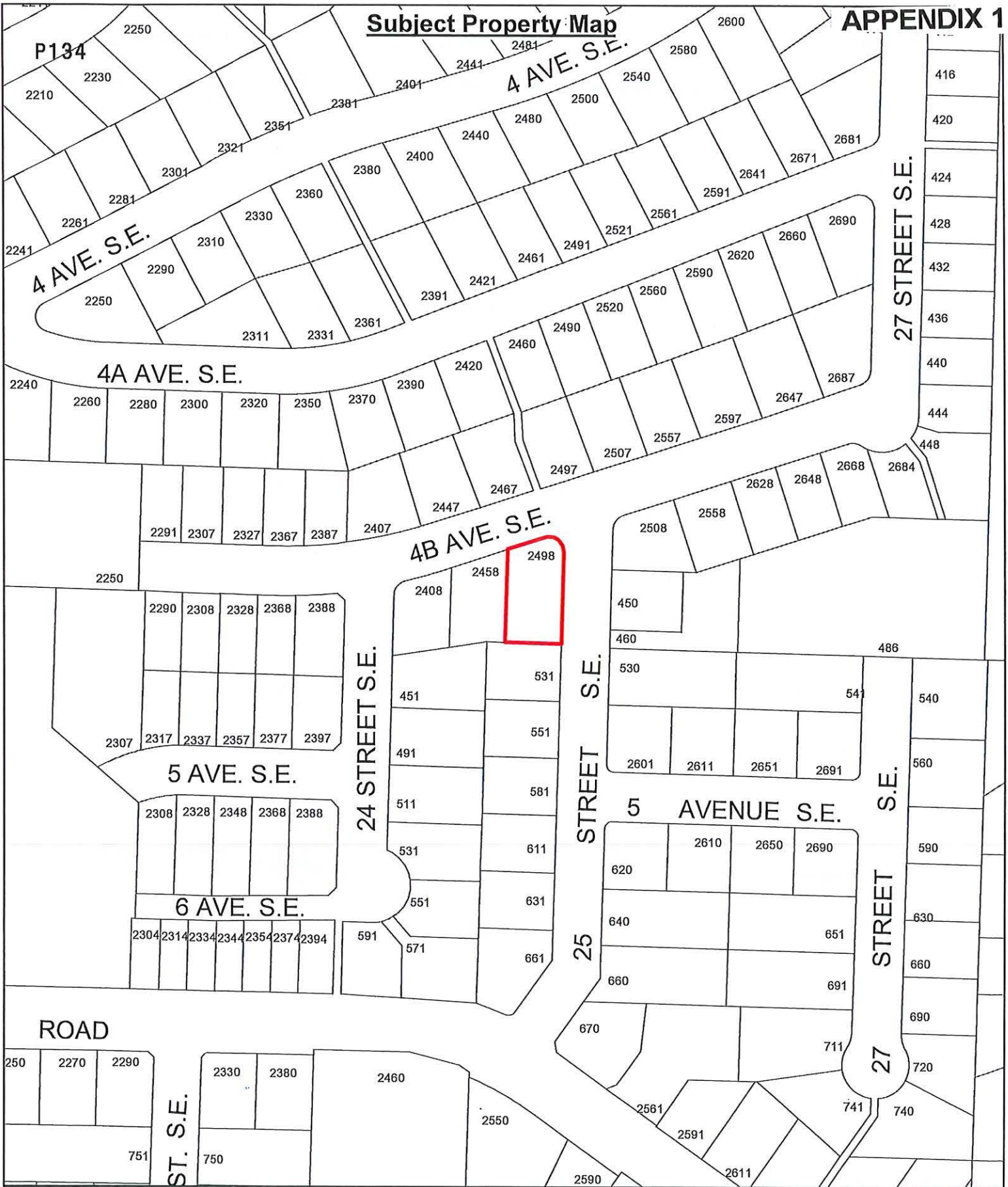
Prepared by: Evan Chorlton
Planner I



Reviewed by: Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Subject Property Map

APPENDIX 1



P134

4 AVE. S.E.

27 STREET S.E.

4A AVE. S.E.

4B AVE. S.E.

5 AVE. S.E.

6 AVE. S.E.

24 STREET S.E.

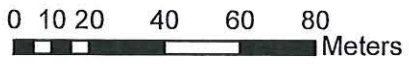
25 STREET S.E.

5 AVENUE S.E.

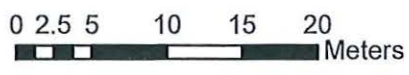
27 STREET S.E.

ROAD

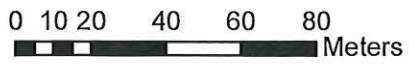
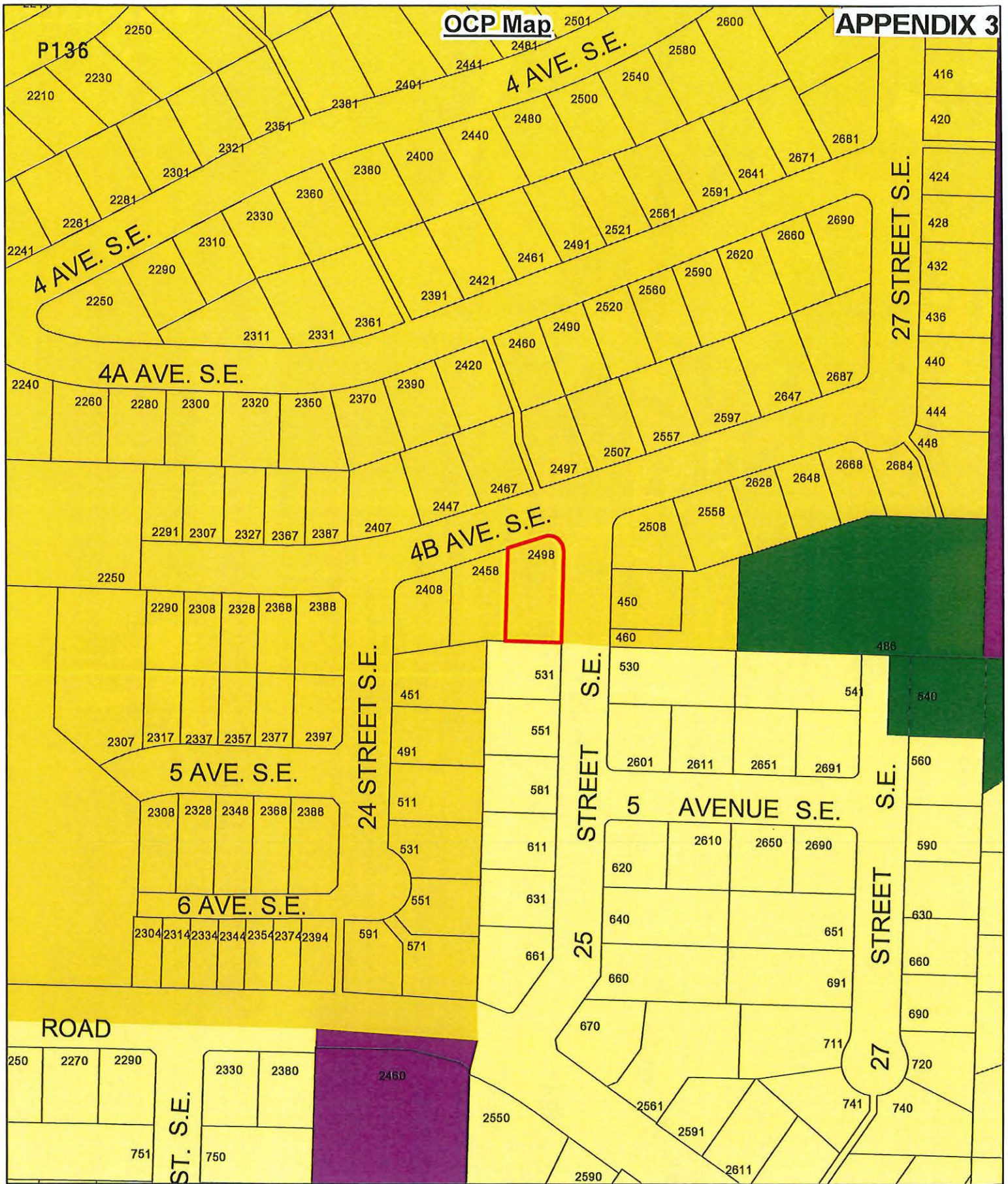
ST. S.E.



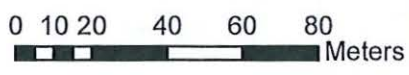
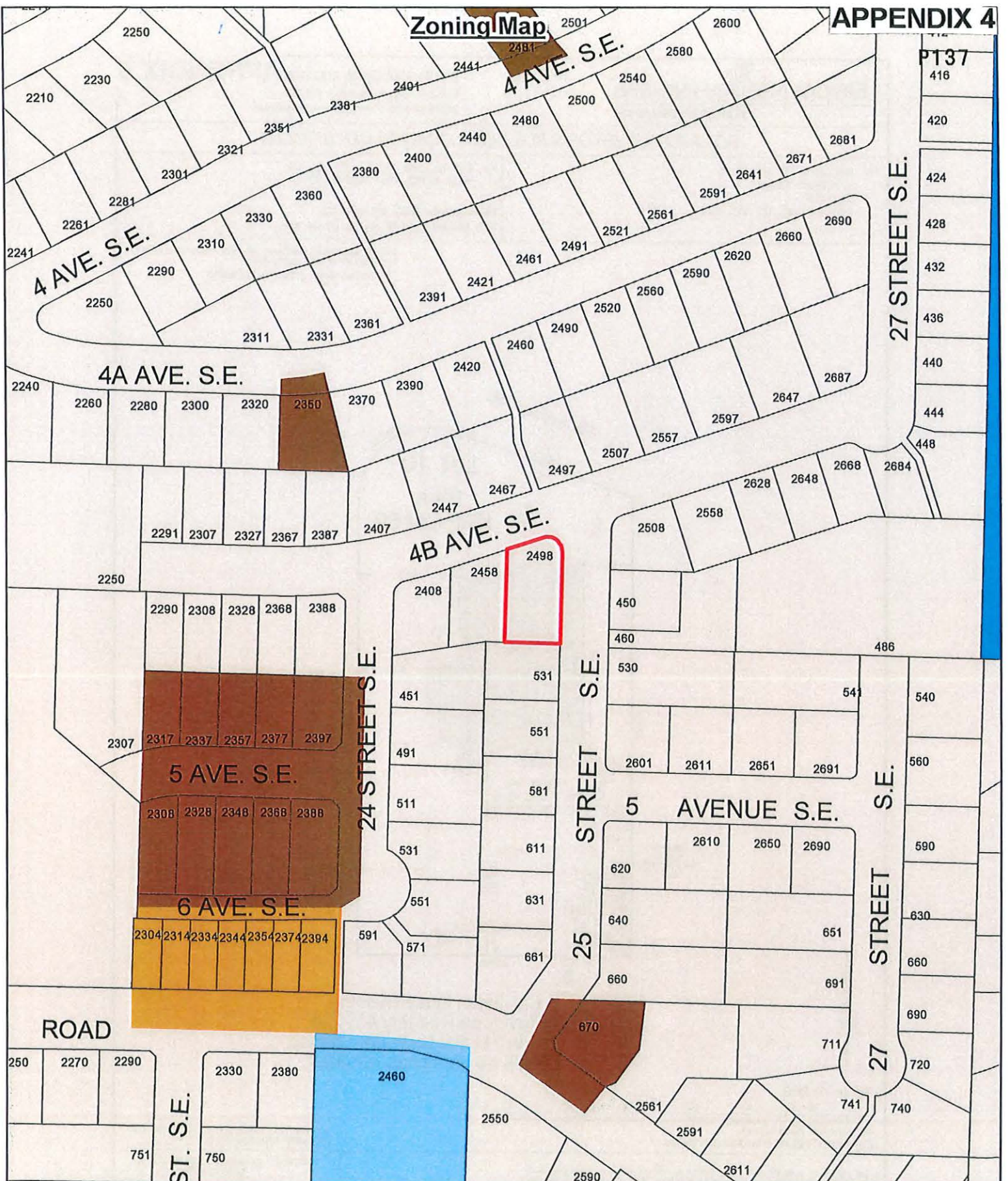
-  Subject Property
-  Parcels



- Subject Property
- Parcels



- Subject Property
- Parcels
- Park
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Commercial - Neighbourhood



- Subject Property
- Parcels
- P-1
- P-3
- R-4
- R-8
- R-1
- C-10

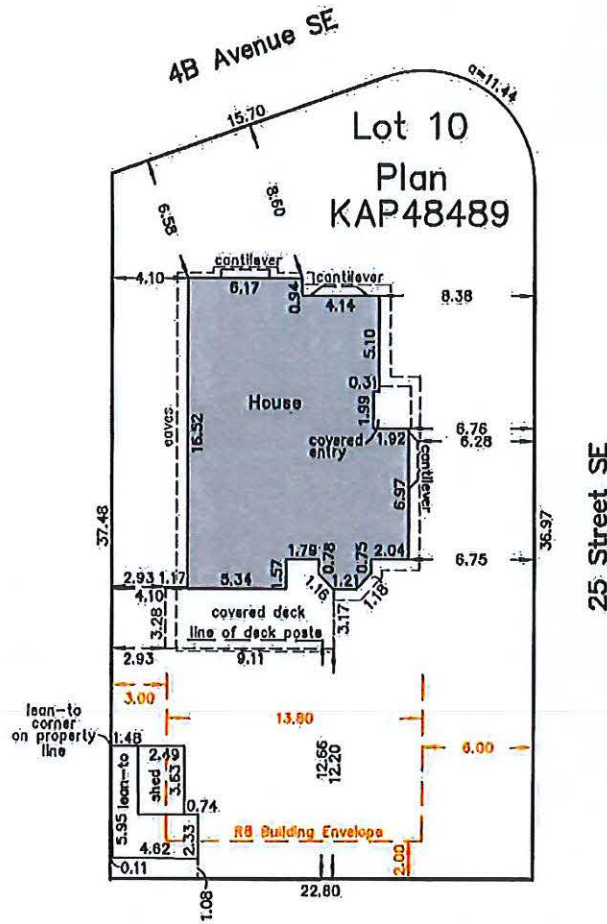
BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

To: Whitstone Development
c/o Mark Wilson
Box 716
Salmon Arm, BC V1E 4N8

Re: Lot 10, Sec 13, Tp 20, Rge 10,
W6M, KDYD, Plan KAP48489

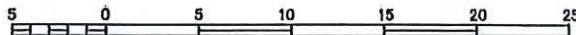
Parcel Identifier (PID): 017-994-420
Civil Address: 2498 4B Ave SE, Salmon Arm

List of documents registered on title which may affect
the location of improvements:
Statutory Building Scheme: KF118310



**Carriage House Building
Envelope Roughly 45'X 26'
with 2M Set back from house
With no variances required.**

Scale 1: 250



All distances are in metres.
Dimensions derived from Plan KAP48489

Offsets from property line to building are
measured from the siding.

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 8th day of
November, 2022.

Nicole
Bird
BTKBAK

Digitally signed
by Nicole Bird
BTKBAK
Date: 2022.11.09
10:27:29 -0800

BCLS

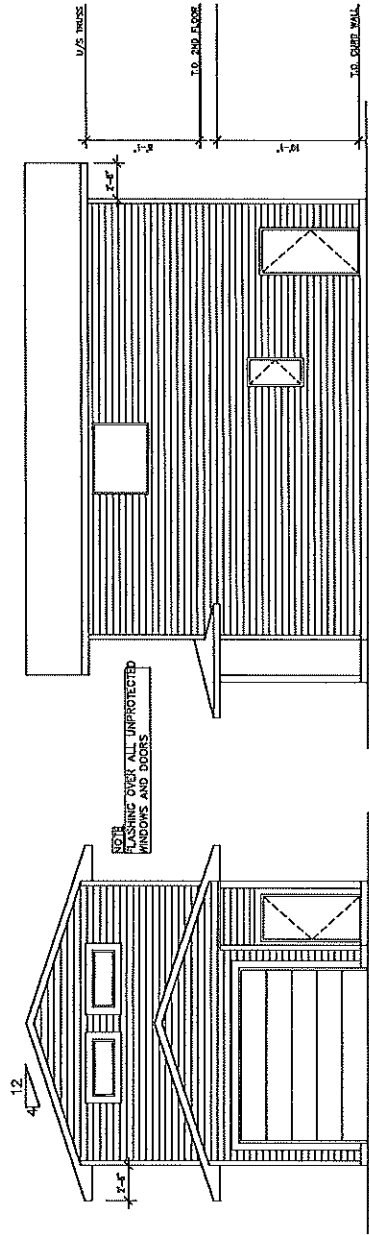
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LAND SURVEYORS

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BROWNE JOHNSON LAND SURVEYORS.

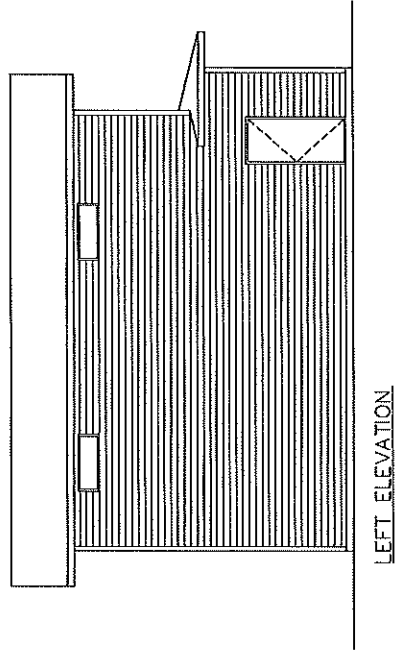
**THIS DOCUMENT IS NOT VALID UNLESS
ORIGINALLY or DIGITALLY SIGNED.**

Our File: 636-22

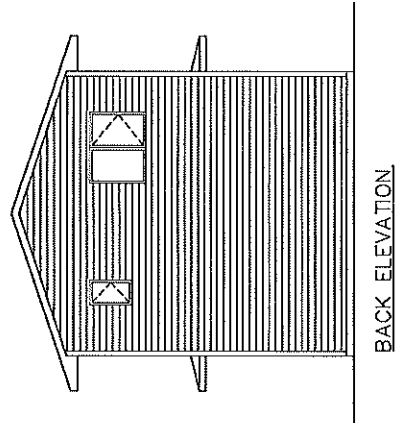
Fb: 636-22.raw



RIGHT ELEVATION



LEFT ELEVATION



BACK ELEVATION

FRONT ELEVATION

APPENDIX 6



Photo 1: photo looking northwest at subject property and 25 Street SE



Photo 2: photo looking west at subject property and approximate detached suite location

CITY OF SALMON ARM

BYLAW NO. 4565

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 13, 2023 at the hour of 7:00 p.m. was published in the _____ and _____, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 10, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP48489 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4565"

READ A FIRST TIME THIS	DAY OF	2023
READ A SECOND TIME THIS	DAY OF	2023
READ A THIRD TIME THIS	DAY OF	2023
ADOPTED BY COUNCIL THIS	DAY OF	2023

MAYOR

CORPORATE OFFICER

Schedule "A"



Item 10.6

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570 be read a first, second and third time.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF
SALMON ARM

Date: January 16, 2023
To: His Worship Mayor Harrison and Members of Council
From: Chelsea Van de Cappelle, Chief Financial Officer
Subject: Revenue Anticipation Bylaw No. 4570

Recommendation:

THAT: Bylaw No. 4570 cited as the "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570", be given 3 readings;

Background:

As per Section 177 of the Community Charter, a Council may, by bylaw, provide for the borrowing of money to meet current expenditures and to pay amounts required to meet the municipalities taxing obligations in relation to other local governments.

As the City's tax collection does not occur until July 4, 2023, it may be necessary to temporarily borrow funds to cover expenditures in the first six (6) months of 2023.

The aforementioned bylaw provides the City with the authority to undertake such borrowings, should they be necessary.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

CITY OF SALMON ARM

BYLAW NO. 4570**A bylaw to provide for the borrowing of money in anticipation of revenue required to meet current lawful expenditures of the municipality in 2023**

WHEREAS the Council of the City of Salmon Arm may, by bylaw, in accordance with Section 177 of the Community Charter, without assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of money as may be necessary to meet current lawful expenditures of the municipality and to pay amounts required to meet the municipality's taxing obligations in relation to another local government or other public body;

AND WHEREAS the debt outstanding shall not exceed, at any time, the sum of the unpaid taxes for all purposes imposed during the current year and the money remaining due from other governments;

AND WHEREAS prior to the adoption of the Annual Property Tax Bylaw in any year, the taxes in that year are deemed to be 75% of all taxes imposed for all purposes in the preceding year;

AND WHEREAS the whole amount of taxes imposed in the immediate preceding year was \$36,938,454.92;

AND WHEREAS the sum of unpaid current taxes for all purposes imposed during the current year and the money remaining due from Other Governments totals \$27,703,841.19;

AND WHEREAS in order to meet the current lawful expenditures of the municipality it may be necessary to borrow up to the sum of \$1,000,000.00;

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of One Million Dollars (\$1,000,000.00).
2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and Treasurer.

- 3. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

SEVERABILITY

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

ENACTMENT

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

EFFECTIVE DATE

- 6. This bylaw shall come into full force and effect upon adoption.

CITATION

- 7. This bylaw may be cited as "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4570".

READ A FIRST TIME THIS	DAY OF	2023
READ A SECOND TIME THIS	DAY OF	2023
READ A THIRD TIME THIS	DAY OF	2023
ADOPTED BY COUNCIL THIS	DAY OF	2023

MAYOR

CORPORATE OFFICER

Item 11.1

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564 be read a final time.

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

CITY OF SALMON ARM

BYLAW NO. 4564

A bylaw respecting the 2023 to 2027 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council is required, by bylaw, to adopt a financial plan for the period of at least five years;

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

1. "Schedule "A" attached hereto, and forming part of the bylaw is hereby declared to be the 2023 to 2027 Financial Plan of the City of Salmon Arm.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2023 to 2027 Financial Plan Bylaw No. 4564".

READ A FIRST TIME THIS	11 th	DAY OF	JANUARY	2023
READ A SECOND TIME THIS	11 th	DAY OF	JANUARY	2023
READ A THIRD TIME THIS	11 th	DAY OF	JANUARY	2023
ADOPTED BY COUNCIL THIS		DAY OF		2023

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4564

City of Salmon Arm

2023 - 2027 Financial Plan

	2023	2024	2025	2026	2027
	Budget	Budget	Budget	Budget	Budget
Consolidated Revenues					
Property and MRDT Taxes - Net	\$21,729,110	\$22,163,692	\$ 22,606,966	\$ 23,059,105	\$ 23,520,287
Frontage & Parcel Taxes	3,723,220	3,797,684	3,873,638	3,951,111	4,030,133
Sales of Service	9,156,295	9,339,421	9,526,209	9,716,733	9,911,068
Revenue From Own Sources	3,081,680	3,143,314	3,206,180	3,270,304	3,335,710
Rentals	343,435	350,304	357,310	364,456	371,745
Federal Government Transfers	353,120	360,182	367,386	374,734	382,229
Provincial Government Transfers	667,025	680,366	693,973	707,852	722,009
Other Government Transfers	229,508	234,098	238,780	243,556	248,427
Transfer From Prior Year Surplus	295,120	301,022	307,042	313,183	319,447
Transfer From Reserve Accounts	2,950,720	3,009,734	3,069,929	3,131,328	3,193,955
Transfer From Reserve Funds	-	-	-	-	-
Total Consolidated Revenues	\$42,529,233	\$43,379,817	\$ 44,247,413	\$ 45,132,362	\$ 46,035,010
Consolidated Expenditures					
General Government Services	\$ 4,204,490	\$ 4,288,580	\$ 4,374,352	\$ 4,461,839	\$ 4,551,076
Protective Services	7,691,470	7,845,299	8,002,205	8,162,249	8,325,494
Transportation Services	5,857,580	5,974,732	6,094,227	6,216,112	6,340,434
Environmental Health Services	62,850	64,107	65,389	66,697	68,031
Environmental Development Service	3,285,140	3,350,843	3,417,860	3,486,217	3,555,941
Recreation and Cultural Services	5,351,985	5,459,025	5,568,206	5,679,570	5,793,161
Fiscal Services - Interest	1,352,725	1,379,780	1,407,376	1,435,524	1,464,234
Fiscal Services - Principal	1,364,760	1,392,055	1,419,896	1,448,294	1,477,260
Capital Expenditures	3,740,325	6,563,160	6,196,950	4,918,606	5,091,106
Transfer to Surplus	-	-	-	-	-
Transfer to Reserve Accounts	3,168,988	484,338	991,496	2,413,608	2,387,754
Transfer to Reserve Funds	1,131,520	1,154,150	1,177,233	1,200,778	1,224,794
Water Services	2,853,400	2,910,468	2,968,677	3,028,051	3,088,612
Sewer Services	2,464,000	2,513,280	2,563,546	2,614,817	2,667,113
Total Consolidated Expenditures	\$42,529,233	\$43,379,817	\$ 44,247,413	\$ 45,132,362	\$ 46,035,010

2023 - 2027 Financial Plan**City of Salmon Arm**

2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
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Capital Projects**Finances Acquired**

General Operating Fund	\$ 2,189,925	\$ 4,887,360	\$ 5,157,650	\$ 3,581,150	\$ 3,746,150
Water Operating Fund	763,100	912,300	716,800	1,042,800	819,300
Sewer Operating Fund	787,300	763,500	322,500	294,656	525,656
Federal Government Grants	2,228,550	548,500	-	-	-
Provincial Government Grants	3,172,250	838,500	-	-	-
Prior Year Surplus	28,000	-	-	-	-
Reserve Accounts	10,244,531	3,460,500	1,365,000	842,500	1,447,500
Reserve Funds	2,629,300	2,737,000	3,523,500	1,226,000	1,296,500
Development Cost Charges	785,750	607,250	875,000	480,000	695,000
Short Term Debt	-	399,500	-	-	-
Long Term Debt	7,265,041	4,380,000	56,025,000	3,470,000	1,500,000
Developer Contributions	836,200	-	-	-	-
Total Funding Sources	\$ 30,929,947	\$ 19,534,410	\$ 67,985,450	\$ 10,937,106	\$ 10,030,106

Finances Applied

Transportation Infrastructure	\$ 13,083,776	\$ 10,481,650	\$ 9,638,650	\$ 6,088,650	\$ 4,813,650
Buildings	8,688,300	430,000	555,000	330,000	103,000
Land	-	-	-	-	-
IT Infrastructure	70,000	120,000	20,000	20,000	20,000
Machinery and Equipment	1,325,700	1,204,500	2,363,500	746,000	936,500
Vehicles	427,000	265,000	655,000	95,000	145,000
Parks Infrastructure	748,630	1,553,460	764,000	370,000	445,000
Utility Infrastructure	6,586,541	5,479,800	53,989,300	3,287,456	3,539,956
Total Capital Expense	\$ 30,929,947	\$ 19,534,410	\$ 67,985,450	\$ 10,937,106	\$ 10,003,106

Departmental Summary:

	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
General Government Services	\$ 54,300	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000
Protective Services	1,115,800	502,000	292,000	167,000	617,000
Transportation Services	14,234,276	11,444,150	12,385,150	6,682,650	5,198,150
Environmental Health Services	-	555,000	255,000	70,000	60,000
Environmental Development Services	-	-	-	-	-
Recreation and Cultural Services	1,803,030	1,253,460	914,000	580,000	465,000
Water Services	9,155,604	4,203,800	716,800	3,042,800	1,316,800
Sewer Services	4,566,937	1,326,000	53,322,500	294,656	2,273,156
Total by Department	\$ 30,929,947	\$ 19,534,410	\$ 67,985,450	\$ 10,937,106	\$ 10,030,106

Schedule "B" – Bylaw #4564
2023 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2023. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

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

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

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

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

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

Schedule "B" – Bylaw #4564
 2023 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

Revenue Source	Percentage to Total Revenue Includes Conditional Government Transfers	Percentage to Total Revenue Excludes Conditional Government Transfers
Property Taxes	41.17%	47.63%
Parcel Taxes	7.05%	8.16%
User Fees, Charges and Interest Income	23.84%	27.58%
Other Sources	14.18%	0.70%
Proceeds From Borrowing	13.76%	15.93%
	100.00%	100.00%

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

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

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

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

Schedule "B" – Bylaw #4564
 2023 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

Property Class	2022 Tax Rate	Class Multiple	Percentage to Total Property Tax	Percentage to Total Property Assessment Value
Residential	3.0324	1.00:1	66.45%	87.64%
Utilities	23.3768	7.71:1	0.80%	0.14%
Supportive Housing	0.000	0.00:1	0.00%	0.00%
Major Industry	65.1406	21.48:1	2.73%	0.17%
Light Industry	10.0717	3.32:1	2.59%	1.03%
Business	10.0717	3.32:1	26.69%	10.60%
Managed Forest Land	7.4675	2.46:1	0.01%	0.00%
Recreational/Non Profit	2.3528	0.78:1	0.14%	0.24%
Farm	13.3093	4.39:1	0.59%	0.18%

- The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2020 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

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

Table 3: Permissive Tax Exemptions

Organization	General Municipal Tax Exemption	Other Government Tax Exemption	Total
Churches	\$ 41,054.00	\$ 35,174.50	\$ 76,228.50
Non Profit Societies	422,707.00	246,032.00	668,739.00
Senior Centers	13,637.00	6,892.00	20,529.00
Other	4,140.00	2,108.00	6,248.00
Sports Clubs	268,921.00	141,012.00	409,933.00
Total	\$ 750,459.00	\$ 431,218.50	\$ 1,181,677.50

Schedule "B" – Bylaw #4564
 2023 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

Area	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption	2021 General Municipal Tax Exemption	2022 General Municipal Tax Exemption
C-2 "Downtown Commercial Zone"	\$ 29,851.20	\$ 24,304.74	\$ 24,657.03	\$ 18,939.56	\$ 14,424.23	\$ 10,358.95

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

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

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

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

Area	2017 General Municipal Tax Exemption	2018 General Municipal Tax Exemption	2019 General Municipal Tax Exemption	2020 General Municipal Tax Exemption	2021 General Municipal Tax Exemption	2022 General Municipal Tax Exemption
"Industrial Zone"	\$ 0.00	\$ 5,425.51	\$ 5,400.26	\$ 7,614.60	\$ 36,999.43	\$ 91,830.85

Item 12.1

INFORMATIONAL CORRESPONDENCE - January 23, 2023

- | | | |
|-----|---|---|
| 1. | M. Joyce - Email dated January 10, 2023 - City Sidewalks | R |
| 2. | D. Isted - Email dated January 6, 2023 - State of Sidewalks | R |
| 3. | A. Brennan - Letter dated January 5, 2023 - Concerns regarding Decision to turn Downtown Activity Centre Gymnasium into a Temporary Emergency Winter Shelter | R |
| 4. | D. Coulombe - Email dated January 12, 2023 - Get Methane Gas Out of our Buildings | R |
| 5. | C. Langenfeld, Executive Director, Shuswap Hospice Society - Letter dated January 11, 2023 - Request to Use Marine Park for the Hospice Helps Heart Display Campaign | R |
| 6. | J. Bellhouse, Executive Director, The Shuswap Trail Alliance - Email dated January 12, 2023 - Request for Letter of Support for Bike Wash Station Application | R |
| 7. | T. Timoffee, Early Years Family Navigator, Shuswap Children's Association - Letter dated January 18, 2023 - Summer Bash 2023 - Request to Use Blackburn Park and Gazebo for the Summer Bash 2023 | R |
| 8. | T. Timoffee, Early Years Family Navigator, Shuswap Children's Association - Letter dated January 18, 2023 - Request to Use Various Parks for Storytime in the Park Series for Summer 2023 | R |
| 9. | C. Forman, Operations Manager, Shuswap Youth Soccer Association - Letter dated January 16, 2023 - Request for approval of 20-foot Sea-Can storage container between 3 rd Street SW and Downtown fields | R |
| 10. | D. Major, President, Shuswap Cycling Club - Email dated January 19, 2023 - Request to Use South Canoe trails to host Fat Bike Race on February 19, 2023 | R |
| 11. | R. Parenteau, Manager, Shuswap Community Foundation - Call for Applications - Community Services Recovery Fund | N |
| 12. | R. Parenteau, Manager, Shuswap Community Foundation - Grants-In-Aid Program - Allocation | N |
| 13. | T. Watson, Event Coordinator, R.J. Haney Heritage Village & Museum - Email dated January 5, 2023 - Always in All Ways - Online Silent Auction | N |
| 14. | D. Sharman, Community Relations Manager, Southern Interior - Letter dated January 12, 2023 - BC Hydro Community ReGreening Program Update - Reminder | N |
| 15. | L. Lobmeier, Honours and Awards Secretariat - Email dated January 9, 2023 - Order of British Columbia - Call for Nominations - Deadline Update - April 11, 2023 | N |
| 16. | Shuswap Watershed Council - Media Release dated December 1, 2022 - Fourth Intake to Water Quality Grant Program | N |
| 17. | Interior Health - Email dated January 13, 2023 - Healthy Communities Newsletter - January, 2023 | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 14.1

CITY OF SALMON ARM

Date: January 23, 2023

Presentation 4:00 p.m. (approximately)

NAME: T. Kutschker, Director/Curator

TOPIC: Shuswap District Arts Council - Year in Review 2022

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

Shuswap District Arts Council

**Tracey Kutschker
Director/Curator**

Year in Review 2022

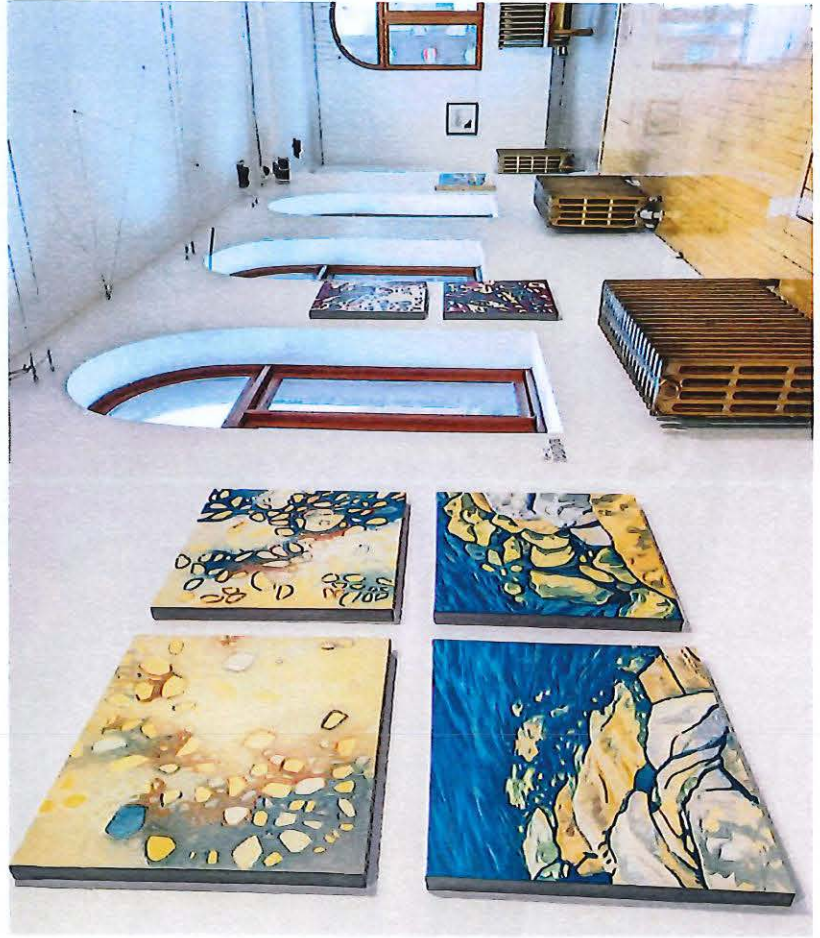
s a l m o n **a** r m
a **r** t s
c e n **t** r e

for everyone



Damen Archard, Director of Communications

In Dialogue with Vivian Lindoe

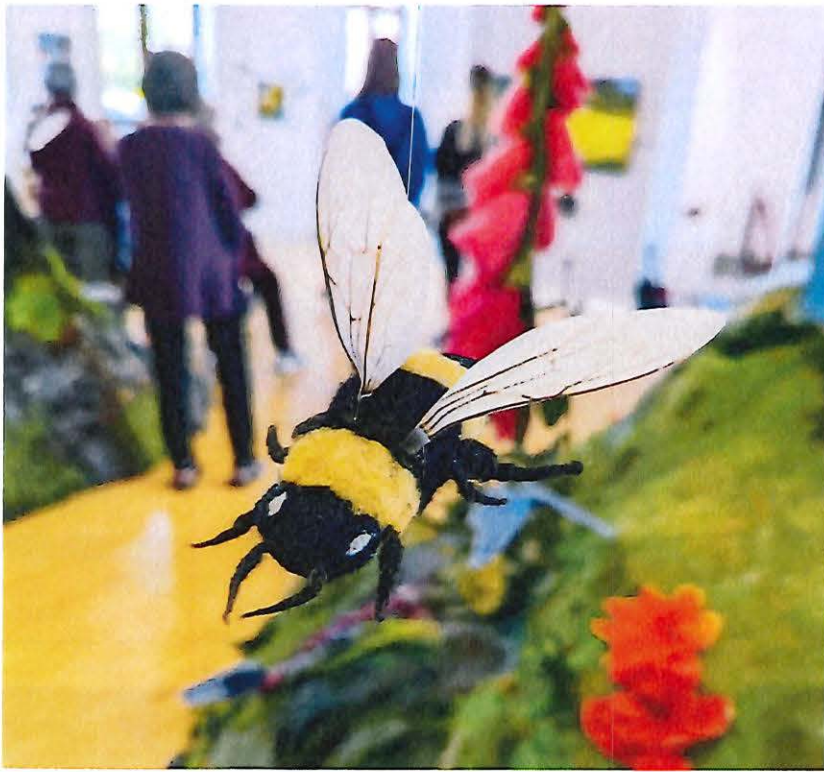


11 Artists
287 Visitors

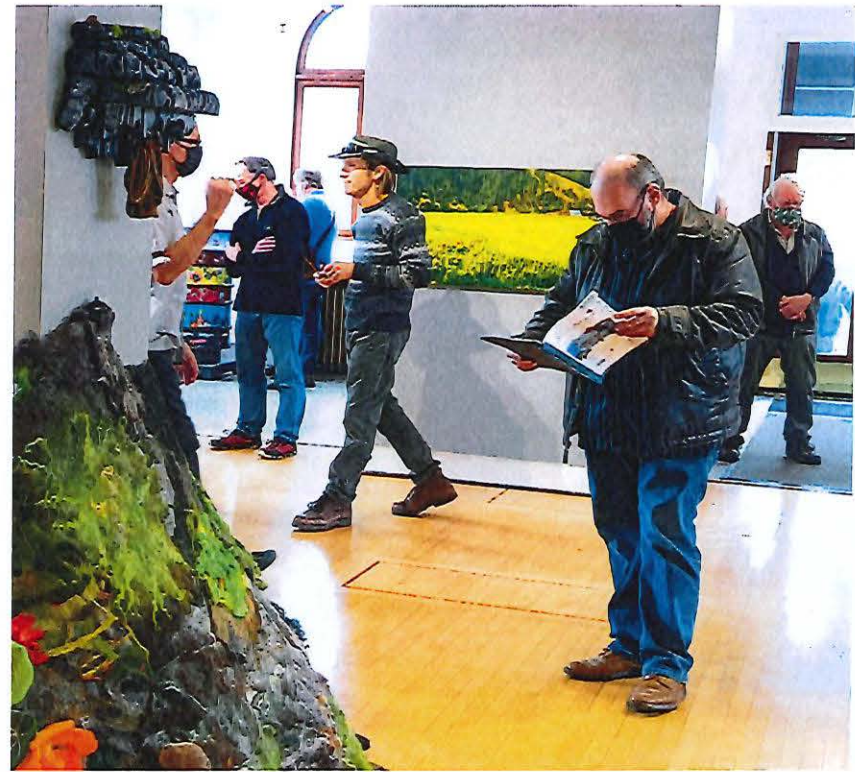
Achievement Unlocked



36 Artists
451 Visitors



The Pollinators



47 Artists
1378 Visitors





People & Pollinators

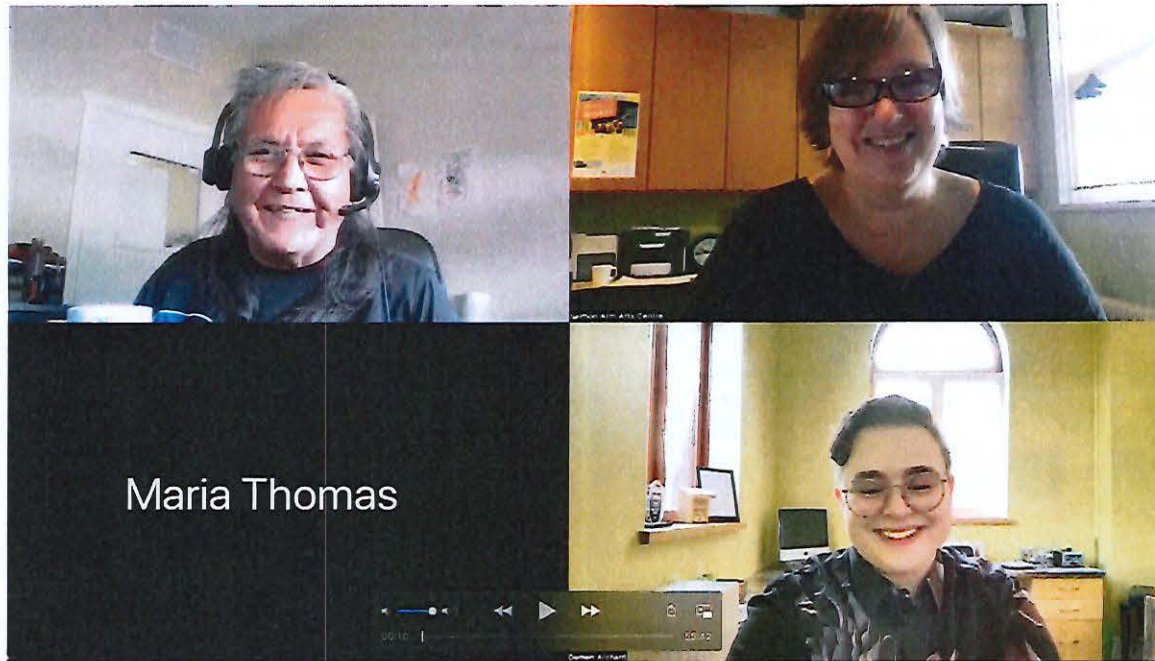
A community mini-conference

Thursday June 16th

- 12pm: Pollinator Highways
- 1pm: Pollinator-Friendly Plants
- 2pm: Felted Fibre Artist Talk
- 3pm: Secwepemc Knowledge

P165

Marie Manson Virtual Artist Residency: artist Maria Thomas



FireWild



11 Artists
771 Visitors

WEDNESDAY ON THE WHARF



JULY

6 Cat Murphy Band

Sponsored by Salmon Arm Barber Shop

13 Mimi O'Bonsawin

Sponsored by Acoustic Avenue Music

20 Apollo Suns

Sponsored by Sterling Land Wealth
Advisory Group

27 The Melawmen
Collective

Sponsored by Okanagan College

AUGUST

3 King of Foxes

Sponsored by Stella-Jones Inc

10 Bobby Garcia and the
Cooper Country Band

Sponsored by Johnston Meier Insurance Agencies Group

17 The Best Laid Plans

Sponsored by ROOTSandBLUES / Armstrong Co-op

24 The Spiritual Warriors

Sponsored by Grant Thornton LLP

31 Mozi Bones & Halibut

Sponsored by Shuswap Orthodontics

6:45pm Marine Peace Park in Salmon Arm

Larger bands
Emphasis on touring acts
Diversity in genre and performer



Performers who sang in English, French and U'cwalmicwts
Four bands with female leads
Four bands with leads with Indigenous ancestry



Donations and Attendance



9 concerts
Vs
12 concerts

\$1,082.09
difference

4025 2630 attendance

Average donation increased: \$2.13 in 2019 to \$2.84 in 2022

Average attendance: 350 people per concert (250-500 range)

Summer Pride Project Outreach

salmon arm
PRIDE
project

Salmon Arm Art Gallery
Community Collaborative
Progress Pride Flag Quilt

Quilters and fabric artists are invited to participate in creating the centerpiece for the Pride! exhibition *A Place to Belong*, October 15-29, 2022. This queen-sized quilt will bring together individual artistic blocks to form a tribute to the Progress Pride Flag and all that it represents. Here's how to participate:

1. Stop by the Art Gallery to select one of the pre-numbered grid squares.
2. Use 100% cotton fabric, pre-washed and create a block that is 16 1/2" x 16 1/2"
4. Be free and creative! You are creating a very special block where you can express thoughts, dedications or complex ideas as a member of the 2SLGBTQ+ community or as an ally. Note, do not use buttons, beads, sequins or glue.
5. Submit your block to the Art Gallery before May 31, 2022.



salmon arm
arts
centre

For more information, contact the Art Gallery in person at 70 Hudson Avenue NE Salmon Arm, Tuesday to Saturday 11am to 4pm, or phone (250) 832-1170, or email info@salmonarmartscentre.ca

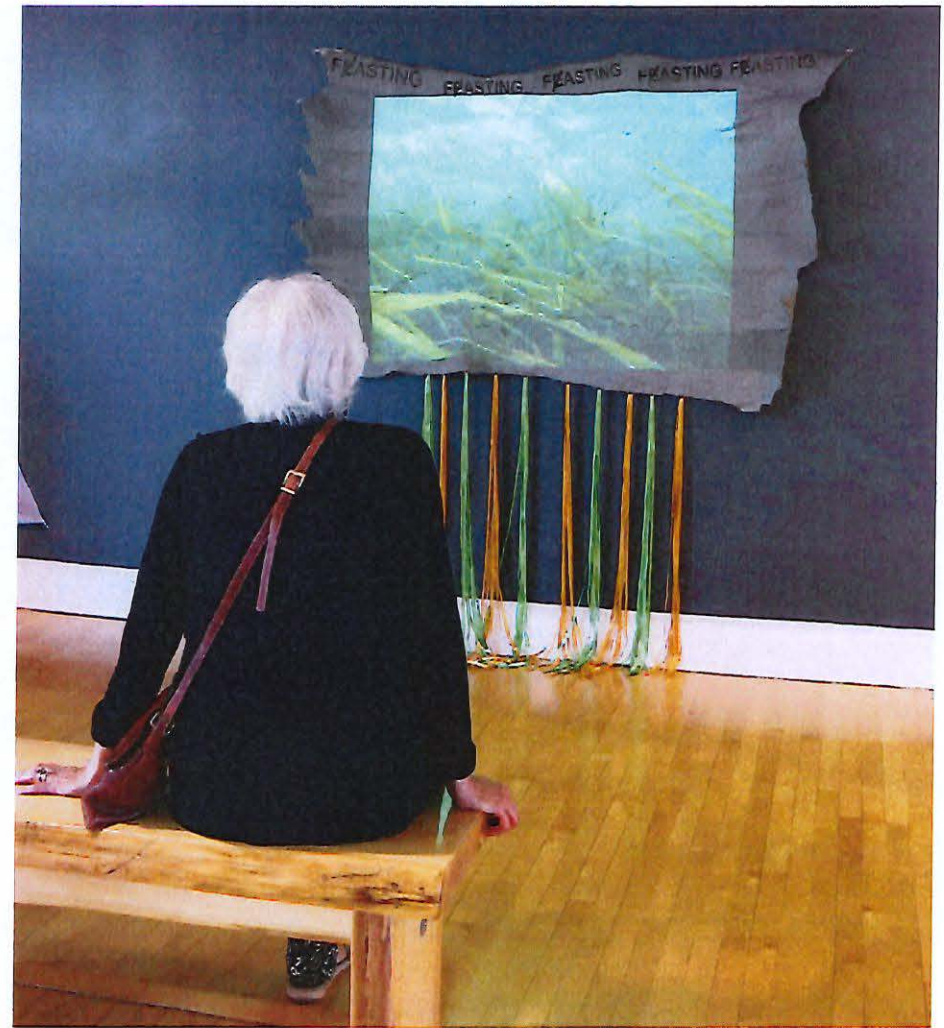
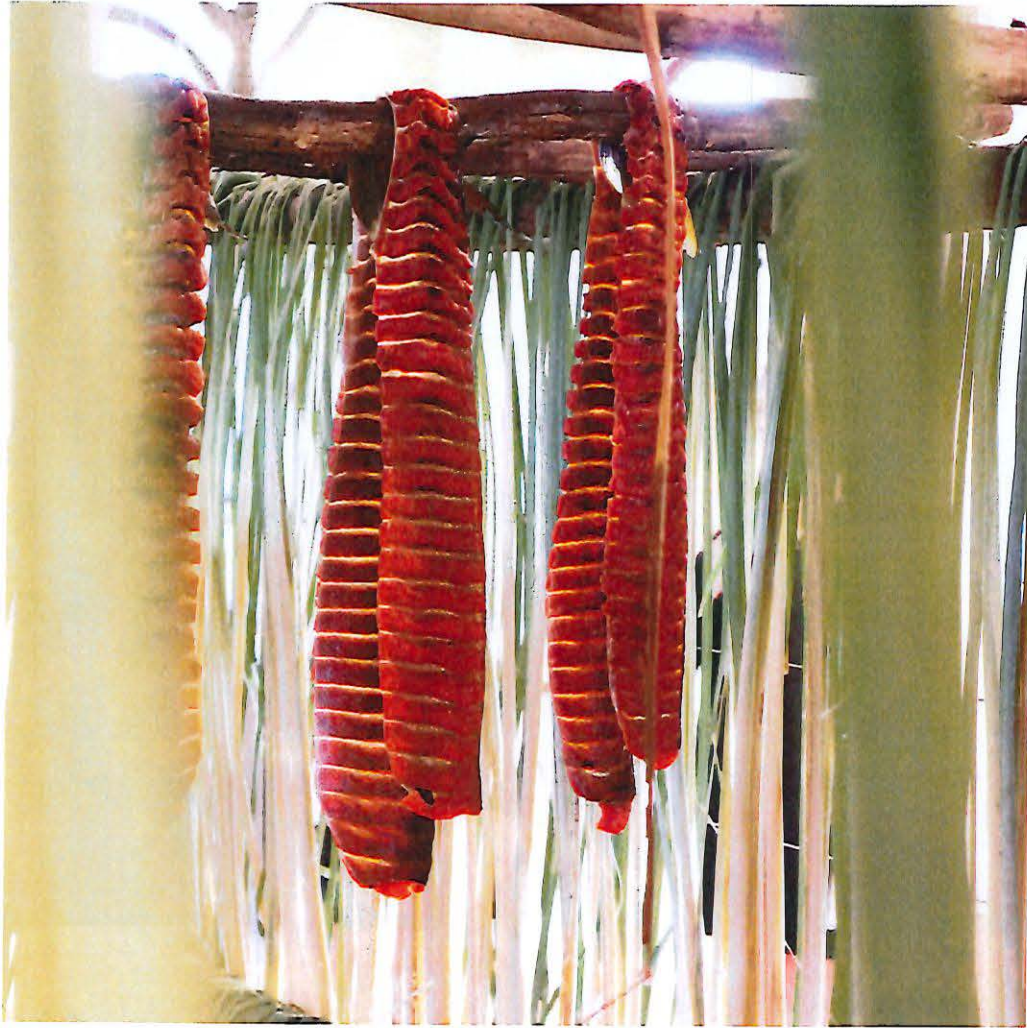


Youth Drag Workshop

9 youth participants



Sqlelten

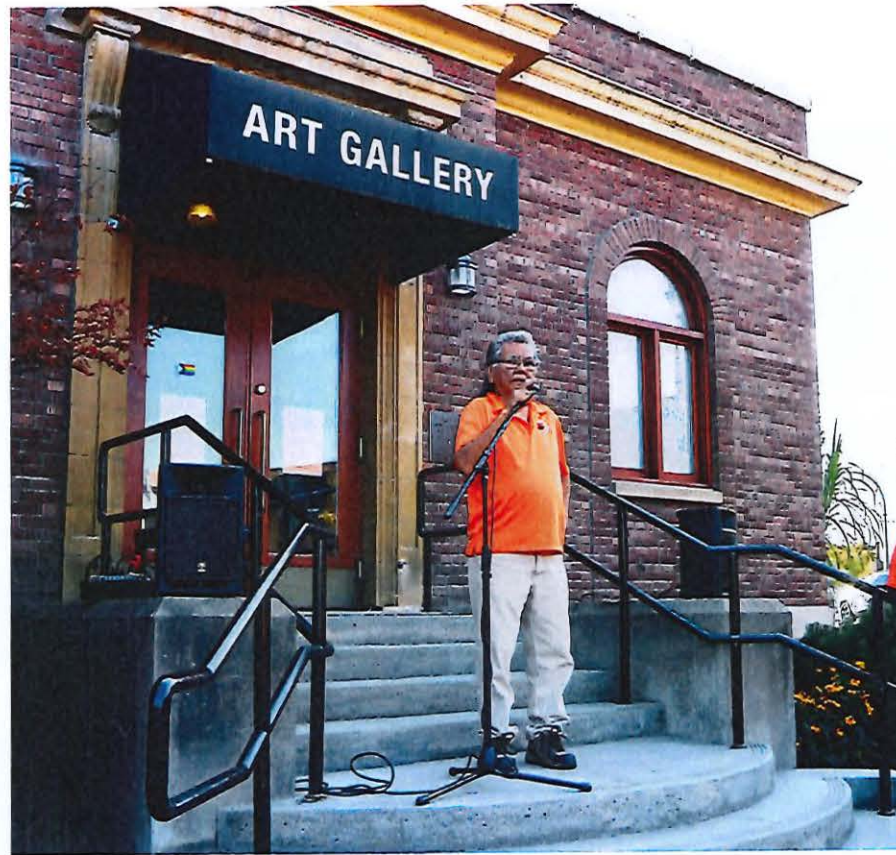


14 Artists
715 Visitors

Storytelling & Murals



National Day for Truth and Reconciliation





salmon arm
arts
centre

salmon arm PRIDE project

ARTS + AWARENESS FESTIVAL

FESTIVAL HIGHLIGHTS

Wednesday, Oct 12
Rainbow Shopping Hour,
5pm at Hudson Thrift Shoppe

Saturday, Oct 15
Loud and Proud is a
FREE downtown concert
showcasing 2SLGBTQ+
musicians in a celebration of
PRIDE on October 15th. Join
us at the rainbow intersection
on Hudson and McLeod for
music, dancing, food and
fun!

October 15 to 29
A Place to Belong exhibition
at Salmon Arm Art Gallery,
open 11am to 4pm Tuesday
to Saturday. Open til 7pm on
Thursdays

October 15 to 22
Pride Palace Pop-Up Shop,
open 11am to 5pm Monday
to Saturday at 31 Hudson
Avenue NE

October 15 to 23
Window Display Celebration
downtown Salmon Arm

Sunday, Oct 16
LGBT - Let's Go Birding
Together! Meet at Raven Trail
1pm

Monday, Oct 17
Binder Fitting at 5pm and
Games Night at 6pm at Pride
Palace

Tuesday, Oct 18
Rainbow Gnome Night 6:30pm
at Pride Palace

Wednesday, Oct 19
Book Tasting 6:30pm at Salmon
Arm Art Gallery

Thursday, Oct 20
2SLGBTQ Swim Night at 8pm
at Salmon Arm Rec Centre

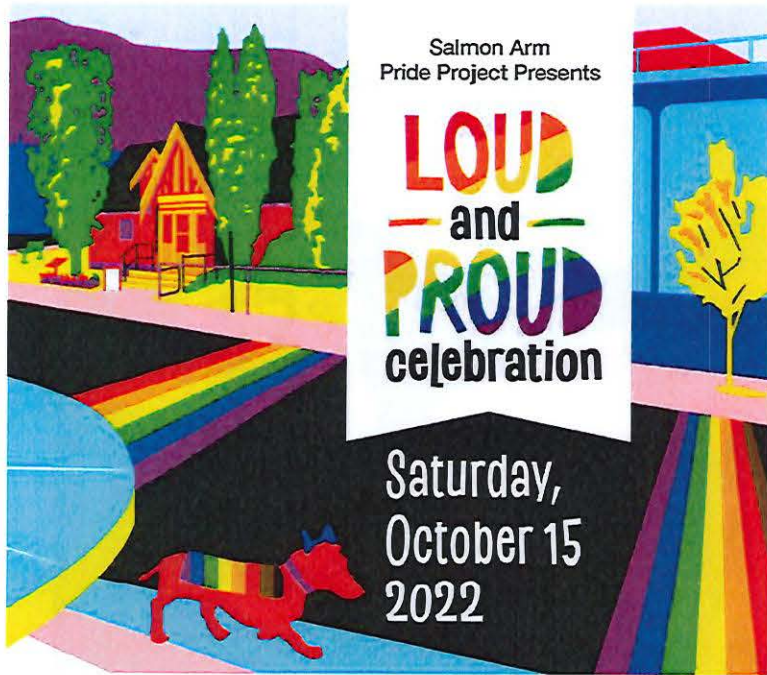
Saturday, Oct 22
Pride on the Trails, all-ages hike
at Little Mountain Park, 9am
meet at Fieldhouse parking lot

Saturday, Oct 22
Harpur Farm presents A
Drag Night Out featuring
Ilona Verley and Coco Klein.
Doors open at 6pm. Tickets at
harpurfarm.ca

Sunday, Oct 23
Drag Brunch at Song Sparrow
Hall, featuring Frieda Whales
and her Pod. Doors and brunch
at 10am, show at 11am. Tickets
at eventbrite.com or at the Art
Gallery. All ages welcome.
Ticket includes pancake
breakfast, drinks and drag
show.



VX SEARCH GROUP



HUDSON & MCLEOD INTERSECTION, FREE CONCERT, EVERYONE WELCOME!

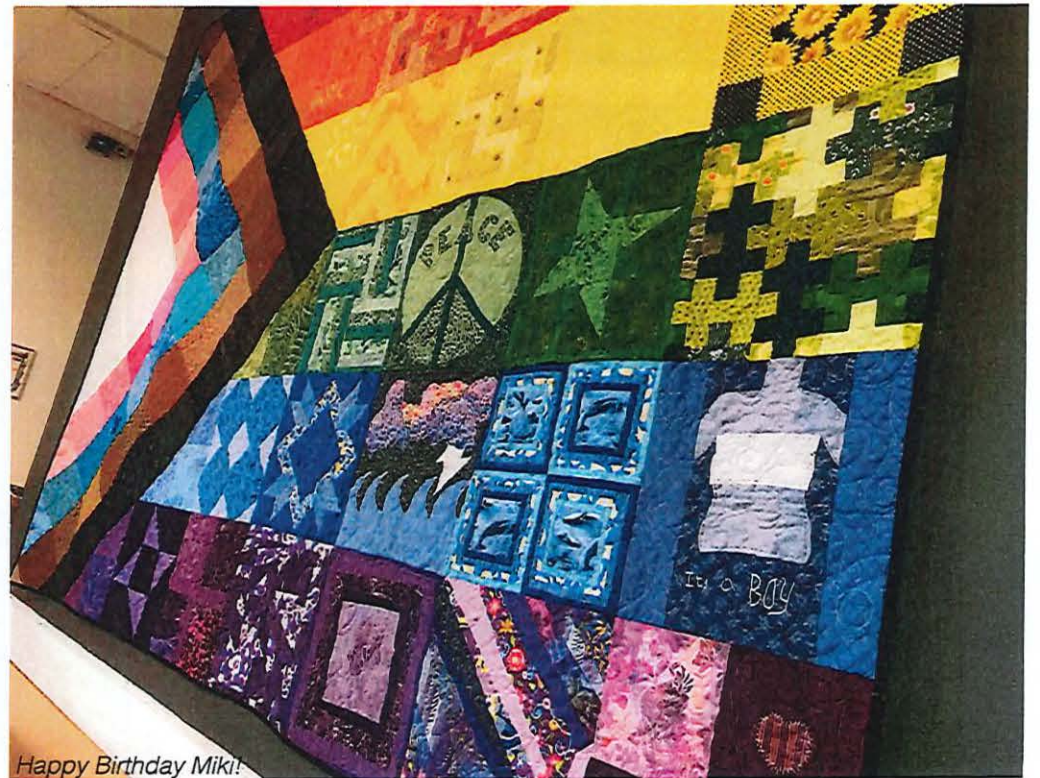




A Place to Belong



22 Artists + 18 Mappers
427 Visitors



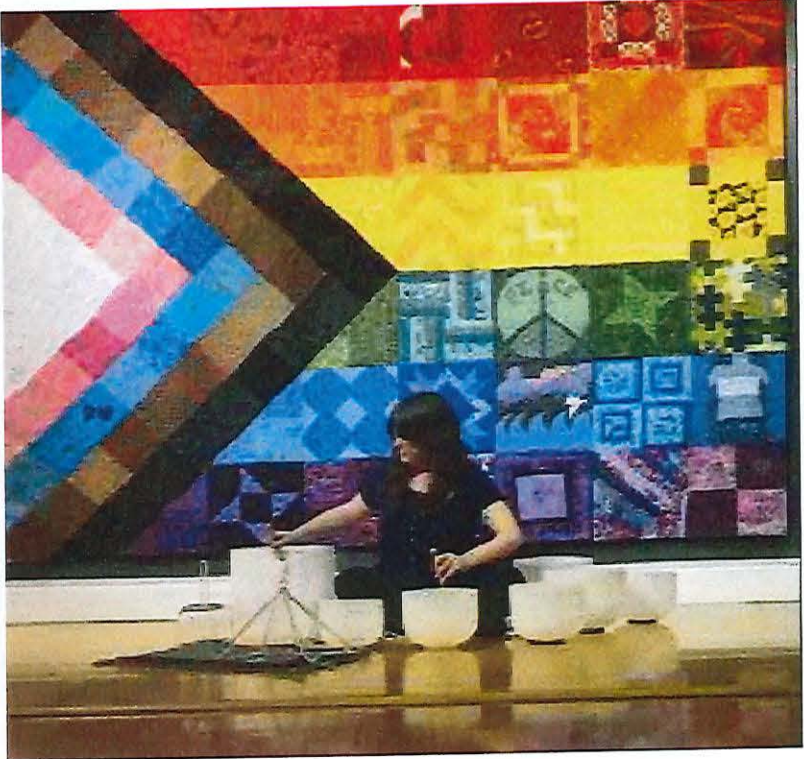


Pride Palace Shop + 5 Events

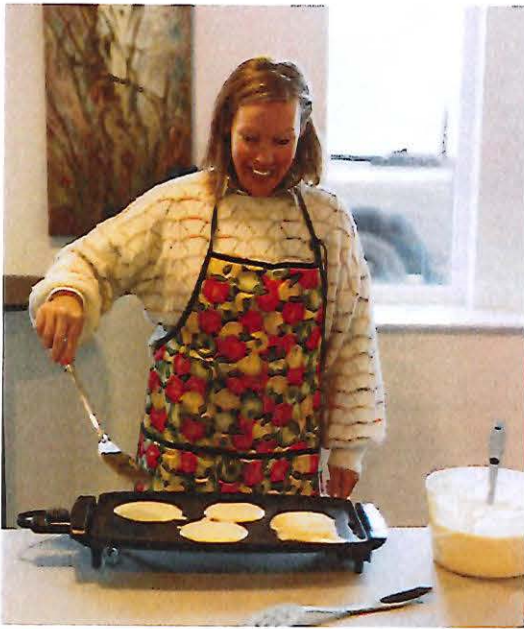
P180



15 arts events in 9 days



Drag Brunch: 150 attendees, 7 performers



Total attendance 2330
Impact: immeasurable





Séwllkwe & Uninterrupted
78 Artists 905 Visitors

Shuswap District Arts Council Statement of Financial Position

July 31

2022

2021

Assets

Current

Cash

\$ 196,880 \$ 188,649

Receivables

330 3,287

197,210 191,936

Equipment and leaseholds (Note 3)

14,158 15,067

\$ 211,368 \$ 207,003

Liabilities

Current

Payables and accruals

\$ 3,477 \$ 3,928

Unearned rent revenue

- 2,673

Deferred grants

88,500 100,930

91,977 107,531

CEBA loan (Note 4)

60,000 60,000

151,977 167,531

Unrestricted net assets

59,391 39,472

\$ 211,368 \$ 207,003

BC Arts Council,
BC Gaming
and Shuswap
Community
Foundation grants
for operations
and projects in
2022/23



Just sitting
in the bank
hoping we
don't need it.



Shuswap District Arts Council

Statement of Operations

Year ended July 31

2022

2021

Revenues

Pride Project was moved from Community Development into Education, as it became a permanent program of the Arts Council



Grant revenues	\$ 143,331	\$ 126,512
Endowment funds	28,323	25,305
Education programs	32,672	6,160
Exhibition revenues	11,838	10,477
Community development	19,188	53,212
WOW donations and sponsorships	19,423	4,050
Facilities	7,953	5,453
Membership and donation revenues	3,178	7,061
Wage subsidy	-	39,777

265,906278,007

Expenditures

Grants and sponsorships received for expenses in 2022/23 fiscal year, like the 2022 Pride Project, and the Archive Room renovation.



Administrative and miscellaneous	34,927	23,534
Amortization	3,980	3,292
Exhibit and event expenditures	74,979	89,505
Exhibition artist fees	29,709	15,576
Facilities	14,415	14,431
Education	20,660	32,018
Community development	42,235	50,779
WOW expenditures	20,282	17,665
WOW performer fees	4,800	8,550

245,987255,350

Excess of revenues over expenditures

\$ 19,919\$ 22,657

Exhibition Program 2023

January 28 to April 1

A Cast of Characters

The art of theatre masks by Melody Anderson

April 15 to June 30

Spot

Open community exhibition about cats and dogs in 2D and 3D media

July 8 to September 9

Le7 Tmicw

Secwepemctsin for Good Earth, local artists explore ways people and nature are working to heal the planet

September 23 to October 28

Intersection

Works on paper exploring social and political identities where they intersect

November 4 to December 9

Time | Space

Co-curated by Damen Archard, new media exhibition

EDI in 2023

Further **Equity** goals in artist and performer pay scale policy and employment standards

Further **Diversity** goals in staffing and program delivery

Further **Inclusivity** goals by investing in the Pride Project, and integrating research results into overall strategic plan and policy

Continue to find ways to improve **Accessibility** to programs and the Arts Centre facility

Coming up in 2023

Wednesday On the Wharf will continue with the 9-concert format, July 5 to August 30, 2023.

Salmon Arm Pride Project will open with Loud and Proud Celebration on October 14, 2023 and run until October 22.

New **Executive Director** is in the works, a co-leadership model as we work toward sustainability and increasing our capacity.

Facility improvements include new Archive Room and office space in lower level, and new heating system in lower level.

Truth and Reconciliation goals include integration of Secwepemtsin into regular program and place naming, and working on land-based knowledge cultural mapping projects with Indigenous groups.

salmon a r m
a r t s
cen t re

thank
you

Item 14.2

CITY OF SALMON ARM

Date: January 23, 2023

Presentation 4:15 p.m. (approximately)

NAME: Staff Sergeant West, Salmon Arm RCMP Detachment

TOPIC: Quarterly Policing Report – October 1, 2022 to December 31, 2022

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Mayor and Council, City of Salmon Arm

Date

January 17, 2023

RE: Salmon Arm RCMP Detachment
Quarterly Policing Report – October 2022 to December 31, 2022.

Dear Mayor and Council,

My report this quarter covers the time period from October 1, 2022 to December 31, 2022.

Detachment News

I would like the opportunity to wish Council and the City of Salmon Arm a happy new year. My hope for 2023 is that each of us are kinder and more patient with one another and I am glad that the issues of 2022 are largely in our rear view mirror.

Our detachment continues to be sought after as a location to work and raise families for our RCMP officers. Our staffing section continues to staff vacancies which are largely due to retirements in the last 12 months. The policing industry, like many other lines of work, is finding it difficult to attract new employee's. The RCMP continues in their efforts to engage cadets for training but our application numbers are down.

Our detachment only has one vacancy which our staffing section is now working on. We are awaiting the arrival of another officer but that officer has found it a challenge to sell their existing home in their present location due to current economic trends.

Over this quarter the officers responded to over 1700 calls for service. Of these calls, 1215 were within the City of Salmon Arm. The call volume represents 70% of our total file workload. It is down just slightly over 2021 on both the Municipal business line and the Provincial Business Line. Our records department continues to have a substantial backlog but they are making headway on files for review right now.

I have included my customary statistics broken down by jurisdiction. As you can readily see property crime is down as are a number of other crime types which is good news. Collisions are up and this is a phenomenon across the Southeast District from what I have been lead to

believe. None of my contacts have an explanation for this but I will continue to encourage our officers to conduct more traffic enforcement.

Our officers have been targeting the drivers that run the red lights on local school busses as that issue was brought to our attention by the local bus companies.

Officers continued to be busy in traffic law enforcement despite COVID and logged:

- Over 135 Documented traffic stops.
 - Which includes removing more than 19 impaired and prohibited drivers from the road.
 - Our dedicated BC Highway Patrol continues to work in our jurisdiction.
- We had 10 collisions with damage over \$10,000 or injuries were reported within Salmon Arm. This is on par with 2021 which saw 8.
- There were no fatal collisions within the city boundaries.

Investigative highlights and low lights this past quarter:

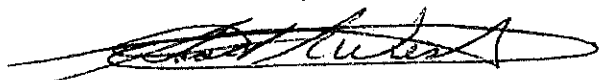
- Our General Investigation Section (GIS) has been supporting General Duty calls for service.
 - They have continued to investigate child pornography files.
 - They are also working on other major investigations involving property crimes.
- Property Crime:
 - Reports of residential break and enter numbered 1.
 - Break and enter reports to business numbered 13 and down from 20 in 2021. Our officers laid 1 charge in these break and enter investigations and continue to work on several others at this time.
- Our Victim Services staff member, Shirley Deglan, continues to respond to support victims. A second person, Carrie Davies, has completed her training and is now operational. As you know the work load continues to be high in this field and the finite number of hours will be split between the two victim services staffers.

Looking forward:

Our detachment is excited to celebrate the RCMP's 150th Anniversary and to supporting our local events which include Roots and Blues, Various Sporting Events and the Senior Games.

Our detachment is preparing for the decriminalization of small amounts of Cocaine, Heroin, Fentanyl, and MDMA. Some of our procedures will change and Interior Health has provided police with cards to provide people we come into contact with on where to get help with their addictions.

Yours in Service,



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



SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 4, 2022

Salmon Arm Detachment

1980 11th Ave N.E.

Salmon Arm, BC

V1E 2V5

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

December 31, 2022

City of Salmon Arm

500 2nd Ave N.E.

Salmon Arm, BC

V1E 4N2

Dear Mayor Alan Harrison,

RE: Quarterly Crime Statistics - October / November / December

CRIME CATEGORIES	CITY Q4 2021	CITY Q4 2022	RURAL Q4 2021	RURAL Q4 2022
Homicide / Attempted Homicide	0	0	0	0
Assaults	21	21	14	13
Sexual Offences	13	4	3	3
Robbery	1	1	0	0
Auto Theft	13	14	9	6
Break and Enters	23	19	12	1
Theft From Motor Vehicle	12	10	4	5
Drug Investigations	16	7	0	0
Motor Vehicle Collisions	34	40	39	39
Motor Vehicle Collisions W Fatality	0	0	3	2
Impaired Driving - CC	2	7	1	2
Impaired Driving - MVA (IRPs)	7	4	9	1
TOTAL PERSONS/VIOLENT CC	75	45	31	28
TOTAL PROPERTY CC	198	183	56	42
TOTAL OTHER CC	108	74	19	18
TOTAL CRIMINAL CODE (CC)	381	302	106	88

TOTAL CALLS FOR SERVICE	1440	1215	552	509
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COMMUNITY	CITY Q4 2021	CITY Q4 2022	RURAL Q4 2021	RURAL Q4 2022
Files with youth negative contacts	11	7	1	1
Mental Health Related Calls	125	122	24	23
Files involving Alcohol / Drugs	199	159	68	61
Domestic Violence	19	7	18	7

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

Yours truly,

Scott West, S/Sgt., NCO I/C
 Salmon Arm RCMP Detachment

Item 14.3

CITY OF SALMON ARM

Date: January 23, 2023

Presentation 4:30 p.m. (approximately)

NAME: R. Marshall, Executive Director, Community Futures North Okanagan

TOPIC: Rural and Northern Immigration Pilot (RNIP)

Vote Record

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

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

Rural and Northern Immigration Pilot

Description

The Rural and Northern Immigration Pilot (RNIP) is a community-driven program designed to spread the benefits of economic immigration to rural communities by creating a path to permanent residence for skilled foreign workers who want to work and live in the regions. The Pilot supports immigration into rural communities and matches new immigrants with permanent full time job vacancies while promoting a welcoming community and connecting newcomers to members of the community and settlement services.

During the period October 1, 2019 to February 28, 2023, Community Futures North Okanagan (CFNO) has been participating in (RNIP) in partnership with Immigration, Refugees and Citizenship Canada (IRCC), the Ministry of Poverty Reduction and Social Development and ETSI-BC.

The economic outcomes attributed to the project include job creation, revenue growth, export growth, business creation/expansion, and training.

Outputs to date of the pilot include:

1. A total of 480 individuals have been supported through RNIP in the North Okanagan region
2. Endorsed 230 primary applicants assisting in addressing regional labour market shortages, allowing for creative talent attraction and enhanced productivity for regional businesses
3. Engage community settlement services in order to settle, integrate and retain workers.
4. The requirements for a 'living wage' estimates average wage is \$22.27/hr with the lowest being \$18.00/hr and the highest of \$58/hr. With 230 individuals participating in the Pilot to date, payroll revenues have been in excess of \$9,000,000.
5. There have been nearly 200 businesses who have hired candidates from the Pilot and these businesses have also been supported with training and skill development related to hiring and retaining immigrant workers.
6. Support business retention, expansion and succession – As talent attraction has been identified as the most significant barrier to business retention and expansion, RNIP has allowed regional businesses to source the talent required to maintain and grow their businesses.
7. The accompanying family of the RNIP applicants create a secondary labour pool for many regional employers experiencing labour shortages further assisting with local workforce gaps. 130 accompanying spouses and 120 children have been part of RNIP.

Current LMP Contracted Activities & Milestones

Milestone	Outcomes to Date
Engage with 45 businesses in the region	191
Conduct 14 presentations with businesses/community	213
Receive 300 applications from foreign nationals	30,000
Recommend 75 RNIP applications	230
Monthly monitoring and reporting	Monthly
Partner with Local Immigration Partnership Committee	Ongoing
Develop and implement a promotions plan	Executed

Industries/NAICS participating in RNIP:

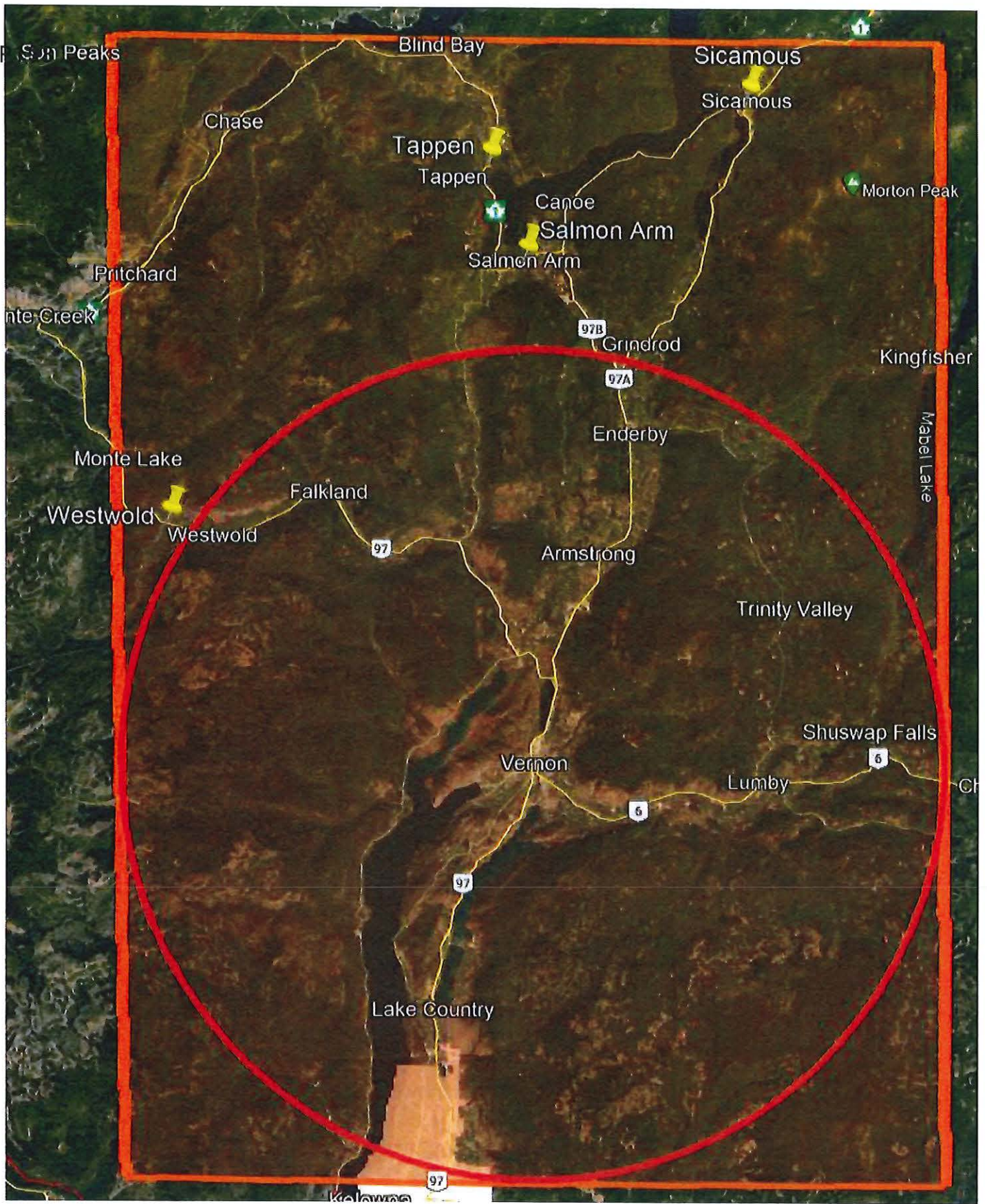
- 40.37% Accommodation and Food Services
- 10.79% Manufacturing
- 10.32% Construction
- 8.92% Health Care and Social Assistance
- 6.57% Retail Trade, Professional, Scientific and Professional
- 3.75% Services
- 3.75% Other Services
- 2.81% Educational Services
- 2.34% Agriculture, forestry, fishing and hunting

Candidates have come from 45 source countries with high participation from India, Philippines, Mexico, South Korea, South Africa, Ukraine and Germany.

The project has far exceeded its milestones, has met all budgetary and reporting requirements and has had a strong impact on the local labour crisis in the region.

Pilot Expansion Details:

The Pilot is *highly successful* from a workforce development and economic immigration stand point and IRCC has decided to extend the Pilot to August 2024. In addition, IRCC has extended the geographical boundaries into the Shuswap region (**red circle** = existing boundary and **orange square** = expanded boundary).



Expanded Recommendation Numbers	300 principle applicants
Expanded Timeline	September 1, 2022 to October 31, 2024
Expanded Boundaries	To include the Regional District of the North Okanagan and Shuswap

Pilot Expansion Outcomes and Outputs

Outcomes

- Address regional labour shortages
- Enhance economic development through payroll revenues
- Business retention and expansion
- Successful integration of newcomers to the region

Outputs

- Endorse 300 skilled applicants and 200 accompanying spouses and working-aged children. Total output of 500 jobs in the region(s)
- Support 200 regional employers
- Train 75 new employers on how to hire and retain immigrant workers
- Exceed \$9,000,000 in regional payroll revenues

Partners

Project partners include (*letters of support available upon request*):

- City of Vernon
- Vernon and District Community and Immigrant Services Society
- Okanagan College
- Social Planning Council
- Regional District of the North Okanagan
- O'Keefe Ranch
- Village of Lumby
- Vernon and District Chamber of Commerce
- Community Futures Shuswap
- Salmon Arm Economic Development Society
- Shuswap Immigration Services Society

Funding Partners

Funder	Cash or In-kind	Contribution
City of Vernon	Cash	\$20,000
ETSI-BC (cash – marketing ending Dec 2022)	Cash	\$12,000
Community Futures North Okanagan (Cash \$10,000 and in-kind \$30,000	\$40,000

Combined partners contribution (In-kind	\$45,000
Vernon and District Community and Immigrant Services Society (in-kind)	In-kind	\$5,000
Community Futures Shuswap	Cash \$10,000 and In-kind \$20,000	\$30,000
Salmon Arm Economic Development Society	Cash \$4,000 and In-Kind \$12,500	\$16,500
Shuswap Immigration Services Society	In-kind \$10,000	\$10,000
TOTAL		\$178,500

Total Project		\$445,220
Community Contribution Cash		\$56,000
Community Contribution In-Kind		\$122,500
Requested Funding - Province of BC		\$267,220



MEDIA RELEASE

October 4, 2022

Immigration Pilot extends to Shuswap and to 2024

A recent announcement from the federal government includes an expansion to the region's [Rural and Northern Immigration Pilot \(RNIP\)](#). Originally launched in February 2020 in the Vernon-North Okanagan area, the pilot program has now been expanded to include Salmon Arm, Sicamous and other communities in the Shuswap. The pilot, which offers an expedited path to permanent residency for immigrants with permanent work will also now run until February 2024.

The RNIP North Okanagan Shuswap boundary now includes the communities of:

- City of Vernon
- City of Salmon Arm
- City of Armstrong
- City of Enderby
- District of Lake Country
- District of Coldstream
- District of Sicamous
- City of Armstrong
- Township of Spallumcheen
- Village of Chase
- Village of Lumby
- land under the authority of the Okanagan Indian Band
- land under the authority of the Spltasin First Nation
- and several unincorporated areas within the North Okanagan, Columbia Shuswap, Central Okanagan and Thompson Nicola Regional Districts.

The region excludes the census subdivision of Kelowna (City) and Sun Peaks resort areas. As a result of the pilot expansion, the website address has changed to <https://rnipnorthokanaganshuswap.ca>

[Rural and Northern Immigration Pilot \(RNIP\)](#) is a pilot of the federal government designed to spread the benefits of economic immigration to smaller communities by creating a path to permanent residence for skilled foreign workers and their families.

Rob Marshall, Executive Director Community Futures Shuswap says, "Many employers in the Shuswap have been watching this pilot in the North Okanagan and are looking forward to participating. Once they've received the training and become pre-approved, eligible employers will have immediate access to a large database of qualified candidates who can apply for their jobs. The well-established processes will help many businesses and organizations find skilled immigrants who will be readily welcomed in our communities."

Leigha Horsfield with Community Futures North Okanagan, and manager of the Rural and Northern Immigration Pilot, says "This expansion will help our entire region by filling more jobs in a broader range of industries."

As of September 2022, RNIP Vernon-North Okanagan has made recommendations to permanent residency for 296 individuals and their immediate family members. More than 160 businesses in the North Okanagan have filled vacant, full-time permanent positions.

P202
Horsfield adds, "We are also pleased with another change in the program that now allows immigrant doctors to claim their self-employment years as qualifying employment. This change will open RNIP to more health care professionals, who are needed in many communities."

While the end date has been extended to August 2024, applications will be accepted only until February 2024 to allow for a validation period prior to making recommendations for permanent residency. Applicants with full-time job offers are encouraged to complete and submit their requirements as early as possible.

RNIP North Okanagan Shuswap has received funding from the Province of British Columbia, the Economic Trust of the Southern Interior (ETSI-BC) and the City of Vernon.

Employers who want to learn more about RNIP are encouraged to email the RNIP Coordinator rnipcoordinator@futuresbc.com. For other questions regarding the pilot, please go to [the Government of Canada's website](#).

-30-

For more information, media are invited to contact:

Leigha Horsfield, Executive Director
Community Futures North Okanagan
250 - 545 2215 x 256
leighah@futuresbc.com

Rob Marshall, Executive Director
Community Futures North Okanagan
250 – 803-0156 x 105
rmarshall@futureshuswap.com

[Link to information about the Government of Canada's Rural and Northern Immigration Pilot](#)

thanks to our funders:



This program is funded by the Government of Canada
and the Province of British Columbia.

Item 26.

CITY OF SALMON ARM

Date: January 23, 2023

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of January 23, 2023, be adjourned.

Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

- Harrison
- Cannon
- Flynn
- Gonella
- Lavery
- Lindgren
- Wallace Richmond

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INFORMATIONAL CORRESPONDENCE – January 23, 2023

- | | | |
|-----|---|---|
| 1. | M. Joyce – Email dated January 10, 2023 – City Sidewalks | R |
| 2. | D. Isted – Email dated January 6, 2023 – State of Sidewalks | R |
| 3. | A. Brennan - Letter dated January 5, 2023 – Concerns regarding Decision to turn Downtown Activity Centre Gymnasium into a Temporary Emergency Winter Shelter | R |
| 4. | D. Coulombe – Email dated January 12, 2023 – Get Methane Gas Out of our Buildings | R |
| 5. | C. Langenfeld, Executive Director, Shuswap Hospice Society – Letter dated January 11, 2023 – Request to Use Marine Park for the Hospice Helps Heart Display Campaign | R |
| 6. | J. Bellhouse, Executive Director, The Shuswap Trail Alliance – Email dated January 12, 2023 – Request for Letter of Support for Bike Wash Station Application | R |
| 7. | T. Timoffee, Early Years Family Navigator, Shuswap Children’s Association – Letter dated January 18, 2023 – Summer Bash 2023 – Request to Use Blackburn Park and Gazebo for the Summer Bash 2023 | R |
| 8. | T. Timoffee, Early Years Family Navigator, Shuswap Children’s Association – Letter dated January 18, 2023 – Request to Use Various Parks for Storytime in the Park Series for Summer 2023 | R |
| 9. | C. Forman, Operations Manager, Shuswap Youth Soccer Association – Letter dated January 16, 2023 – Request for approval of 20-foot Sea-Can storage container between 3 rd Street SW and Downtown fields | R |
| 10. | D. Major, President, Shuswap Cycling Club – Email dated January 19, 2023 – Request to Use South Canoe trails to host Fat Bike Race on February 19, 2023 | R |
| 11. | R. Parenteau, Manager, Shuswap Community Foundation – Call for Applications - Community Services Recovery Fund | N |
| 12. | R. Parenteau, Manager, Shuswap Community Foundation – Grants-In-Aid Program - Allocation | N |
| 13. | T. Watson, Event Coordinator, R.J. Haney Heritage Village & Museum – Email dated January 5, 2023 – Always in All Ways – Online Silent Auction | N |
| 14. | D. Sharman, Community Relations Manager, Southern Interior – Letter dated January 12, 2023 – BC Hydro Community ReGreening Program Update - Reminder | N |
| 15. | L. Lobmeier, Honours and Awards Secretariat – Email dated January 9, 2023 – Order of British Columbia – Call for Nominations – Deadline Update – April 11, 2023 | N |
| 16. | Shuswap Watershed Council – Media Release dated December 1, 2022 – Fourth Intake to Water Quality Grant Program | N |
| 17. | Interior Health – Email dated January 13, 2023 – Healthy Communities Newsletter – January, 2023 | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

Rhonda West

From: Rhonda West
Sent: Wednesday, January 11, 2023 2:12 PM
To: Rhonda West
Subject: FW: [External] Online Form Submittal: Mayor and Council

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: January 10, 2023 11:22 AM
To: Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejson@salmonarm.ca>
Subject: [External] Online Form Submittal: Mayor and Council

Mayor and Council

First Name Michael
Last Name Joyce
Address: [REDACTED] Street SE
Return email address: [REDACTED]@shaw.ca
Subject: City Sidewalks

Body
I do not know if you have been out for a walk lately but the ciyy sidewalks are a very dangerous area. In most areas they are solid ice. One could walk on the road but this is not a good option.

I would like to suggest the following:

1. Have a ByLaw where all homes and businesses are to be responsible to maintain the safety of the sidewalk area in front of their home or business.

This would include a fine for homes/businesses that do not meet this requirement. There would also be a cost built in if the City is required to maintain a sidewalk atres.

Would you like a response: Yes

Disclaimer
Written and email correspondence addressed to Mayor and Council may become

Rhonda West

From: Rhonda West
Sent: Thursday, January 12, 2023 8:10 AM
To: Rhonda West
Subject: FW: [External] state of sidewalks

From: [REDACTED] >
Sent: January 6, 2023 1:25 PM
To: Alan Harrison <aharrison@salmonarm.ca>
Subject: [External] state of sidewalks

Hi there Mr Harrison

We moved to Salmon Arm 2.5 years ago. My husband and I are in our 70s and walked on Wednesday for two hours around town. We were astonished at the dismal conditions of the sidewalks, both those the city is responsible for and those that border private homes. We lived in Edmonton for 25 years and Invermere for 26 years and have NEVER seen such appalling icy situations on walkways.

In speaking with Kevin at city hall just now, he informed me there is no bylaw requiring homeowners to keep their sidewalks clean. Seriously??

I have two questions for you:

- 1) Who do we sue if we slip and fall – you, the city or...?
- 2) Why is there no bylaw requiring homeowners to clean sidewalks?

Thank you,
Dorothy Isted

January 5, 2023

To Whom It May Concern,

As a concerned resident of Salmon Arm, I wish to address the decision made to change the gymnasium at the Downtown Activity Centre into a temporary emergency winter shelter. This building hosts one of Salmon Arm's largest childcare facilities, Discovery Kids. By adding homeless tenants to the same building as a childcare facility, this community is putting young children at extreme risks.

The first thing any young child does when finding an unknown object is to pick it up and put it in their mouth, fulfilling oral sensory seeking for normal development. Homeless individuals directly in this facility will not have the level of care that a parent or early childhood educator has when it comes to objects that should not be in and around a childcare facility. With a short turn around time between closing of the shelter and the daycare's operating hours also does not leave sufficient time for the appropriate sweeps that would need to be done to carefully check for any addictive and potentially lethal substances to be found.

Homeless populations and congregate shelter settings also contribute to poorer overall health conditions. Regardless of hours occupying the building, placing this shelter in the same space as a childcare facility exposes children, with less developed systems than adults, in contact with any number of additional, unsafe airborne viruses. The hygiene levels of both homeless and children are below average and the group identifying this location for the shelter wants to put both in an aged facility.

The most practical place seems like it would be the existing daytime shelter, the Salvation Army's Lighthouse. There certainly needs to be a temporary shelter solution; however, the consequences of the City's inability to plan should not be forced upon individuals that cannot advocate for themselves. This choice to put the shelter in the Downtown Activity Shelter further puts childcare and childcare spots at a high risk as underpaid staff will be required to be even more diligent in sweeping the areas for safety and dealing with potential encounters, on top of caring for the actual most vulnerable population: children. I strongly urge our elected officials to work with the community to identify an alternative, more appropriate space as building a wall, fences or a contract security guard are not sufficient solutions in this space.

Kind regards,

Anne-Marie Brennan

████████████████████
Salmon Arm, BC V1E 3E9

Rhonda West

From: Rhonda West
Sent: Friday, January 13, 2023 12:24 PM
To: Rhonda West
Subject: FW: [External] Get methane gas out of our buildings

From: Dale Coulombe <[REDACTED]>
Sent: January 12, 2023 4:35 PM
To: Alan Harrison <aharrison@salmonarm.ca>
Subject: [External] Get methane gas out of our buildings

Dear Alan Harrison,

I'm writing to you today because I believe our community must urgently pass a building electrification policy and phase fossil fuels out of our homes and businesses.

Buildings are responsible for 13% of greenhouse gas emissions in Canada, and a new peer-reviewed study published in the International Journal of Environmental Research and Public Health found that in the U.S., 1 in 8 cases of childhood asthma is caused by gas stoves – a startling stat that's on par with the risks posed by secondhand smoke. Burning gas in homes generates harmful emissions of formaldehyde, methane, nitrogen oxides, and other pollutants.

As your constituent, I'm urging you to do everything in your power to ensure new buildings in our community are all-electric and help phase gas and other fossil fuels out of existing buildings.

Thank you.

Sincerely,
Dale Coulombe,

[REDACTED]
Salmon Arm, BC [REDACTED]
Canada



Suite 4, 781 Marine Park Drive,
Salmon Arm, BC V1E 2W7
P. 250.832.7099 E. admin@shuswaphospice.ca

www.shuswaphospice.ca

January 11, 2023

To Mayor Harrison and Council

RE: Hospice Helps

Shuswap Hospice Society continues to work on awareness projects and would appreciate your consideration for our request.

You may remember our "Hospice Helps" campaign last year where we displayed hearts in Marine Peace Park for one week. Those who purchase the Hearts will write the name of their loved one on the heart. The back of the hearts reference Shuswap Hospice Society and our phone number and website etc. You can then take the Heart home and display in your yard or leave it with Shuswap Hospice. We would like to then display all the hearts sold along the drive of Marine Park from Feb 10th to 15th for Valentine's Day. We would ensure the hearts are back far enough from the road and sidewalk so as not to impede snow clearing. We would also be sure that all hearts are removed from the park by February 16th. We see this as an inspiring and artistically attractive tribute while stimulating attention to the many services offered by Shuswap Hospice as well as brighten the days of February!

Shuswap Hospice's campaign consists of red coroplast hearts mounted on H-Stands so they can stand independently in the snow. They will be approximately 18"x 18" in size. These hearts will be available for sale mid January for \$25.00 with a \$20.00 CRA receipt.

We ask permission today, to be allowed to display the hearts in the park again this year.

Shuswap Hospice will once again partner with Chances Casino. Chances' fundraiser is to sell \$20.00 Hearts that are displayed in the casino as remembrance of loved ones. Half the proceeds are donated to hospice and half the proceeds are provided as chips for their customers.

As you know we have many dedicated volunteers and staff that offer support and compassionate care for individuals with life-limiting illness, either in their homes, the hospital or care facilities. We also expanded our programs in supporting quality of life and wellness. Helping those to regain their strength meeting challenges we are all facing daily. Overdoses, suicide, family, and children supports and associated bereavement. We meet the needs for Cancer patients with the Wig and

Breast Prosthesis Program now at hospice. We have thriving groups that meet weekly to share and support each other. There are new healing touch service offerings and even a weekly walking group. These services are provided at NO COST to our clients which is why our Awareness Campaigns are so critical to Shuswap Hospice Society.

We thank you for taking this time to consider our proposal.

Respectfully,


Cookie Langenfeld
Executive Director



Rhonda West

From: Rob Niewenhuizen
Sent: Wednesday, January 18, 2023 7:48 AM
To: Rhonda West
Cc: Erin Jackson; Sue Wood; Darin Gerow
Subject: FW: [External] Letter of Support Request for Bike Wash Station Application
Attachments: STA South Canoe Bike Wash Station Project.pdf

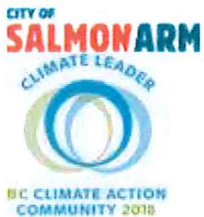
Good morning Rhonda

Can you please add this email, attached PDF to the January 23 Council correspondence.

Staff have been in discussion with the Shuswap Trail Alliance regarding this project and we have no concerns with what they are proposing.

Thank you

Robert Niewenhuizen
Director of Engineering & Public Works
 Box 40, 500-2nd Avenue NE, Salmon Arm, BC, V1E 4N2
 P 250.803.4017 | F 250.803.4041
 E rniewenhuizen@salmonarm.ca W www.salmonarm.ca



From: Jen Bellhouse <jen@shuswaptrails.com>
Sent: January 12, 2023 8:29 AM
To: Rob Niewenhuizen <rniewenhuizen@salmonarm.ca>
Cc: Darin Gerow <dgerow@salmonarm.ca>; Chris Larson <clarson@salmonarm.ca>; Adrian Bostock <adrian@shuswaptrails.com>
Subject: RE: [External] Letter of Support Request for Bike Wash Station Application

Good morning Rob,

The Shuswap Trail Alliance is applying to the Shuswap Community Foundation (SCF) for funds for a bike wash station at the South Canoe trailhead, and given that it is on City property I was wondering if the City could please provide a letter of support for the project?

A bike wash station will aid in the reduction of the spread of invasive plant species as well as provide an amenity to visitors to the region, and residents, that may not have access to the necessary water/equipment to wash their bike.

The total cost of the project is anticipated to be \$11,600, and this includes the \$6,291.84 that will be required to bring the City water source to the parking lot. We have received confirmation of funding, in the amount of \$2,500, from MRDT

and intend to apply to SCF for the remaining \$9,100 that will be required to complete the project. I have attached the project plan for the full details of the proposed project.

The deadline for applying to the SCF for funding is January 31st.

If you have any questions, or require additional information, please do not hesitate to contact me.

Thank you for your consideration of our request,
Jen

Jen Bellhouse (she/her)
Executive Director
The Shuswap Trail Alliance
250-804-3530
jen@shuswaptrails.com
www.shuswaptrailalliance.com

~~~

*The Shuswap Trail Alliance is privileged to operate under the Shuswap Trails Protocol within Secwépemc First Nation territory.*



## South Canoe Bike Wash Station

Prepared by: Adrian Bostock  
The Shuswap Trail Alliance

Updated Version: 2023 01 11

**Purpose:** to Construct a bike wash station in the South Canoe Parking Lot

### **Background:**

The South Canoe Trail System is a popular recreational trail system located in the Shuswap region of British Columbia, Canada. It is made up of trails that run through the Medford Forest Service Road on the southeastern corner of Salmon Arm and the lower western slopes of the Larch Hills. The trails are used for a variety of activities, including trail running, mountain biking, equestrian riding, and hiking.

Invasive species can have negative impacts on the enjoyment and maintenance of trails. They can cause damage to equipment, such as puncturing bike tires, and can also harm humans and animals, such as causing skin burns or injuring horses. Invasive species can be spread through the movement of seeds, insects, and diseases on equipment or clothing. To help control the spread of invasive species, it is important to inspect and clean gear, clothing, and equipment before and after use. Properly dispose of soil, seeds, or plant parts from cleaning. This will help protect trails and prevent the spread of invasive species. Providing a bike wash station at the South Canoe trailhead will help reduce the spread of invasive plant species.

The bike wash station will also provide an amenity to visitors to the region that may not have access to the necessary water/equipment to wash their bike while they are visiting.

### **Proposed scope of work:**

The installation of a bike wash station at South Canoe will require infrastructure to bring the City water source from the main road into the parking lot at the trailhead. A concrete pad will be poured, ensuring that the water drains to a nearby ditch, and signage will be posted indicating to use the provided water only. The water system will be on a timer ensuring that the water cannot be left on, and the service will be shut off at night.



# The Skyway TRAIL ALLIANCE

| <b>Labour</b>          |                            | or # build out days |
|------------------------|----------------------------|---------------------|
| Section Name           | Task/Description           |                     |
| Bike Wash Construction | install bike wash stations | 3                   |
| <b>Labour Totals</b>   |                            | <b>3</b>            |

| <b>Materials</b>             |                  |     |       |           |             |
|------------------------------|------------------|-----|-------|-----------|-------------|
| Section Name (if applicable) | Description      | Qty | Units | Cost/Unit | Total Cost  |
| Concrete pad                 |                  | 2   | each  | 1500      | 3000        |
| Piping                       | bike wash piping | 1   | each  | 500       | 500         |
| Stand                        | 6x6 post stands  | 2   | each  | 500       | 1000        |
| Hose                         | hose and nozzle  | 1   | each  | 100       | 100         |
| Timer                        | system shut off  | 1   | each  | 300       | 300         |
| <b>Materials Totals</b>      |                  |     |       |           | <b>4900</b> |

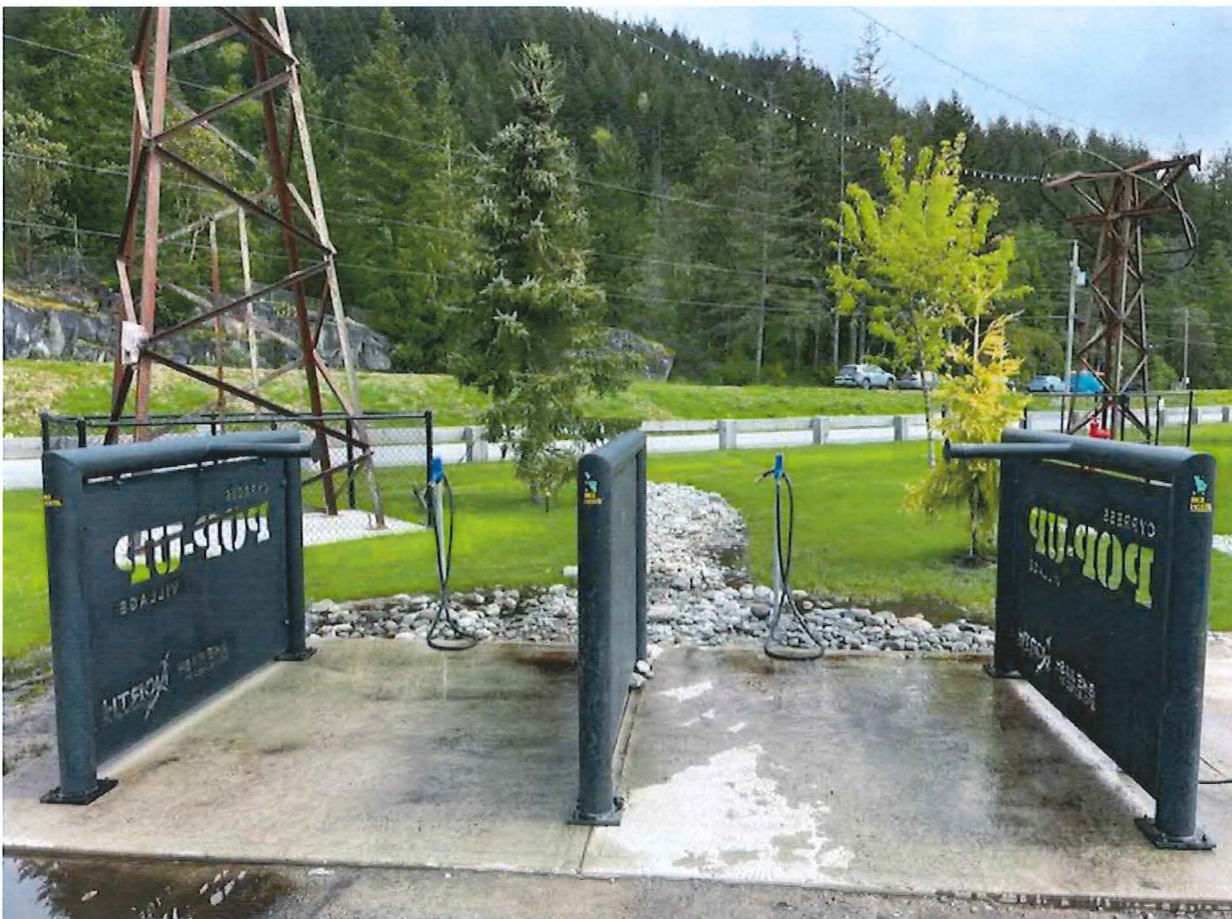
| <b>Additional Contracts</b>  |             |     |       |            |                   |
|------------------------------|-------------|-----|-------|------------|-------------------|
| Section Name (if applicable) | Description | Qty | Units | Cost/Unit  | Total Cost        |
| Labour complete              |             | 16  |       | \$52.20    | \$835.20          |
| Equipment complete           |             | 8   |       | \$145.00   | \$1,160.00        |
| Materials                    |             | 1   |       | \$812.00   | \$812.00          |
| Import                       |             | 2   | loads | \$232.00   | \$464.00          |
| Export                       |             | 2   |       | \$116.00   | \$232.00          |
| Asphalt                      |             | 1   |       | \$1,740.00 | \$1,740.00        |
| Administration               |             |     | 20%   |            | \$1,048.64        |
| <b>Equipment Totals</b>      |             |     |       |            | <b>\$6,291.84</b> |



# The Skuswap TRAIL ALLIANCE



Examples of types of bike wash stations





# The Skyway TRAIL ALLIANCE

## Budget Summary

| South Canoe Bike Wash                         |                  |            |             |                    |                             |
|-----------------------------------------------|------------------|------------|-------------|--------------------|-----------------------------|
| Updated: 2023 01 11                           |                  |            |             |                    |                             |
| Item                                          | Qty              | Rate       | per         | Budget             | Notes                       |
| <b>Project Management &amp; Technical</b>     |                  |            |             |                    |                             |
| Project Coordination                          | 3                | \$58.85    | hr          | \$176.55           | 1 hour per day              |
| <b>Project Management Total</b>               | 2%               |            |             | <b>\$176.55</b>    |                             |
| <b>Labour</b>                                 |                  |            |             |                    |                             |
| Field Coordinator                             | 24               | \$44.94    | hr          | \$1,078.56         |                             |
| Field Crew                                    | 24               | \$35.31    | hr          | \$847.44           |                             |
| <b>Labour Total</b>                           | 17%              |            |             | <b>\$1,926.00</b>  |                             |
| <b>Administration</b>                         |                  |            |             |                    |                             |
| Bookkeeping                                   |                  | \$58.85    | hr          | \$0.00             |                             |
| Insurance                                     |                  | \$20.00    | day         | \$0.00             |                             |
| Other Expenses (Office) - GST PST Included    |                  |            |             | \$0.00             | .2% x project budget        |
| Workshop                                      |                  | \$25.00    | day         | \$0.00             |                             |
| <b>Administration Total</b>                   | 0%               |            |             | <b>\$0.00</b>      |                             |
| <b>Equipment</b>                              |                  |            |             |                    |                             |
|                                               | <b>Build Out</b> | <b>3</b>   | <b>days</b> |                    |                             |
| Truck                                         | 112              | \$0.61     | km          | \$68.61            |                             |
| Shop Tools (drill, skill saw, chopsaw, grind) | 3                | \$25.00    | day         | \$75.00            | per saw (includes fuel)     |
| Generator                                     | 3                | \$22.00    | day         | \$66.00            | per unit (includes fuel)    |
| Hand Tools - Daily                            | 3                | \$15.00    | day         | \$45.00            | for hand tools (combined)   |
| Safety - Daily                                | 3                | \$10.00    | day         | \$30.00            | includes spill kit and PPEs |
| Field Phones (Cell) - Daily                   | 6                | \$3.50     | day         | \$21.00            | 2 per day                   |
| <b>Equipment Total</b>                        | 3%               |            |             | <b>\$305.61</b>    |                             |
| <b>Materials</b>                              |                  |            |             |                    |                             |
| Concrete pad                                  | 2.00             |            | each        | \$1,500.00         |                             |
| Piping                                        | 1.00             |            | each        | \$500.00           |                             |
| Stand                                         | 2.00             |            | each        | \$500.00           |                             |
| Hose                                          | 1.00             |            | each        | \$100.00           |                             |
| Timer                                         | 1.00             |            | each        | \$300.00           |                             |
| <b>Materials Total</b>                        | 25%              |            |             | <b>\$2,900.00</b>  |                             |
| <b>Additional Contracts</b>                   |                  |            |             |                    |                             |
| Water Install                                 | 1                | \$6,291.84 |             | \$6,291.84         |                             |
| <b>Additional Contracts Total</b>             | 54%              |            |             | <b>\$6,291.84</b>  |                             |
| <b>Sub-Total</b>                              |                  |            |             | <b>\$11,600.00</b> |                             |
| Contingency                                   |                  |            |             | 0%                 | \$0.00                      |
| MINUS GST - 50% rebate                        |                  |            |             |                    | MINUS GST - 50% rebate      |
| <b>Project Total</b>                          |                  |            |             | <b>\$11,600.00</b> |                             |



January 18, 2023

Mayor and Council  
City of Salmon Arm  
500 2 Ave NE  
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and City Councilors,

RE: Summer Bash and Final Storytime in the Park 2023

The Shuswap Children's Association, in partnership with the Okanagan Regional Library, is organizing a free event for families this summer – Summer Bash 2023. This consists of a half hour story time with the ORL Youth Librarian, and play opportunities afterwards including bouncy castles and entertainers. **We are asking for permission to use Blackburn Park and Gazebo area (681 – 10<sup>th</sup> Ave SW) on August 16<sup>th</sup>, 2023, from 8:00am – 2:00 pm.**

Shuswap Children's Association staff will be on site to monitor activities and have a detailed safety protocol. We are also in the process of booking Field 1 with Shuswap Recreation Society for that date.

Thank you so much for your consideration.

Sincerely,

Tanya Timoffee  
Early Years Family Navigator  
Shuswap Children's Association



January 18, 2023

Mayor and Council  
City of Salmon Arm  
500 2 Ave NE  
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison and City Councilors,

RE: Storytime in the Park Series for Summer 2023

The Shuswap Children's Association, in partnership with the Okanagan Regional Library, is organizing a Storytime in the Park series for this summer. These are free drop-in events for families and consist of a half hour story time with the ORL Youth Librarian, and a play opportunity afterwards. We are asking for permission to use the following parks for five of our dates:

July 5<sup>th</sup> – Blackburn Park and Gazebo (681 – 10<sup>th</sup> Ave SW)  
July 12<sup>th</sup> – Salmon Arm West School Park (4750 10<sup>th</sup> Ave SW)  
July 19<sup>th</sup> – Canoe Ball Diamond (William Baker Park)  
July 26<sup>th</sup> – Fletcher Park by City Hall (450 2<sup>nd</sup> Ave NE)  
August 2<sup>nd</sup> – TRUE in the Trees Drum Park (by the college) 2552 Trans Canada Highway NE

The Storytime events, including set up and clean up, will be from **9:30 a.m. until 12:00 p.m.** Shuswap Children's Association staff will be on site to monitor activities and have a detailed safety protocol.

Thank you so much for your consideration.

Sincerely,

Tanya Timoffee  
Early Years Family Navigator  
Shuswap Children's Association





**SHUSWAP YOUTH SOCCER ASSOCIATION**

351 3 St SW, Salmon Arm, BC V1E 1V4

PHONE 250.833.5607

[www.shuswapsoccer.com](http://www.shuswapsoccer.com)

January 16, 2023

Dear Mayor Harrison and Honourable Council Members,

I am once again writing to ask for approval for the location of one 20-foot Sea-Can storage container for our Youth Soccer Programs.

Located in the parking lot between 3<sup>rd</sup> ST SW and the Downtown fields. It will only be needed from April-June. This container holds soccer equipment, first aid, and emergency contact information for 500 + players who use this venue weekly and its location drastically reduces risk of children/volunteers having to cross this very busy street to retrieve practice equipment from our office.

We greatly appreciate the support you give our over 1,200 youth players and our local sports community.

Please let me know if you have any questions or concerns,

Chad Forman  
Operations Manager  
Shuswap Youth Soccer Association  
250-833-5607

**Rhonda West**

---

**From:** Rhonda West  
**Sent:** Friday, January 20, 2023 8:09 AM  
**To:** Rhonda West  
**Subject:** FW: [External] Online Form Submittal: Mayor and Council

---

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>  
**Sent:** Thursday, January 19, 2023 5:08:03 PM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>; David Gonella <[dgonella@salmonarm.ca](mailto:dgonella@salmonarm.ca)>; Debbie Cannon <[dcannon@salmonarm.ca](mailto:dcannon@salmonarm.ca)>; Kevin Flynn <[kflynn@salmonarm.ca](mailto:kflynn@salmonarm.ca)>; Louise Wallace-Richmond <[lwallacerichmond@salmonarm.ca](mailto:lwallacerichmond@salmonarm.ca)>; Sylvia Lindgren <[slindgren@salmonarm.ca](mailto:slindgren@salmonarm.ca)>; Tim Lavery <[tlavery@salmonarm.ca](mailto:tlavery@salmonarm.ca)>; Erin Jackson <[ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)>  
**Subject:** [External] Online Form Submittal: Mayor and Council

## Mayor and Council

First Name David  
 Last Name Major  
 Address: [REDACTED] SE  
 Return email address: [REDACTED]  
 Subject: Fat Bike Race at South Canoe  
 Body

The Shuswap Cycling Club would like approval to run a casual race on the groomed trails at South Canoe on February 19th. This would be a casual, non-profit event of about 30 racers, the entry fee being a membership in the Shuswap Cycling Club. We would stage from the top of the Malibu trails, at the Big Steel Box adjacent to Metford Rd, and race trails on the upper part of the system (KC, Lower Schizo, Gypsy Tears, Flipside).

There will be minimal impact on the parking lot, especially considering the time of year. However, we will encourage riders to bike to the venue or carpool.

We have presented to the South Canoe Advisory Committee and received their approval, and are proceeding with an approval process with Rec Sites and Trails. The race will be sanctioned by Cycling BC, which will include insurance for the event including 3rd Party insurance for the City.

We are planning for a casual race in nature but will make sure

we respect the trails and other trail users, and we will provide a safe and fun race for the participants.

Please let me know if you need any more details.

Regards,

David Major, President  
Shuswap Cycling Club

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|                            |     |
|----------------------------|-----|
| Would you like a response: | Yes |
|----------------------------|-----|

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**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.*

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



## Call for applications - Community Services Recovery Fund



### Community Services Recovery Fund



Dear SCF Community Partner,

We are pleased to announce the Community Services Recovery Fund will be open for applications on **January 6, 2023**.

The Community Services Recovery Fund (CSRF) is a \$400 million investment from the Government of Canada to support charities and non-profits as they focus on how to adapt their organizations for pandemic recovery. **Shuswap Community Foundation** is working in collaboration with Community Foundations Canada, United Way Centraide Canada, and the Canadian Red Cross to distribute funding.

This fund supports Community Service Organizations, including non-profit organizations, Indigenous Governing Bodies, and Registered Charities located across Canada.

We encourage you to read the eligibility criteria and learn about the program on the [Community Services Recovery Fund website](#). The **deadline for applications is February 21, 2023**.

#### How to Apply Webinar

Join the CSRF team on **January 12, 2023 at 2:00 pm EST** for a walk through of the program and its guidelines. This session will give you insight on the Community Services Recovery Fund, its eligibility criteria, timelines and next steps. They will also go through filling out an application. Register for the online how to apply webinar [here](#):

#### [REGISTER HERE](#)

We look forward to receiving your application!

Sincerely,

Roger Parenteau  
Manager  
Shuswap Community Foundation  
[manager@shuswapfoundation.ca](mailto:manager@shuswapfoundation.ca)  
250.832.5428

[CSRF WEBSITE](#)





**SHUSWAP  
COMMUNITY  
FOUNDATION**

12.1.12  
PO Box 624  
102-160 Harbourfront Drive NE  
Salmon Arm BC, V1E 4N7  
Ph: 250- 832-5428  
Email: [info@shuswapfoundation.ca](mailto:info@shuswapfoundation.ca)

January 9, 2023

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

Dear Mayor and Council,

The Shuswap Community Foundation's Grants-in-Aid Adjudication Committee met on January 4th to review the applications for funding received for the City of Salmon Arm Grants-In-Aid Program.

The Committee is comprised of Mayor Alan Harrison and Shuswap Community Foundation Board members: Adam Currie, Ralph Segreto, Kathryn Vennard, Robyn Cyr and Manager, Roger Parenteau.

With \$52,647.25 available (providing the funding from the city remains at \$54,500), and requests totalling \$86,307.00, the Committee faced difficult decisions. We are pleased to announce that 17 groups were approved and will receive funds in March. A spreadsheet with a list of the allocations is attached. Following the adjudication, no funds remained unallocated.

We thank you for this opportunity to serve our community.

Regards,

A handwritten signature in black ink, appearing to read 'R. Parenteau', is written over a light blue dashed line.

Roger Parenteau, SCF Manager

On behalf of Ralph Segreto, Chair of the City of Salmon Arm Grants-in-Aid Committee

| 2022-2023 City of Salmon Arm - Grants In Aid |                                                                |                      |                    |           |                                                                                                                                                                                                                   |                 |
|----------------------------------------------|----------------------------------------------------------------|----------------------|--------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
|                                              | Applicant Group Name (as on Application)                       | Contact              | Request            | % of tot. | Project                                                                                                                                                                                                           | Approved Amount |
| 1                                            | Shuswap Association for Community Living                       | Karen Hansen         | \$5,000            | 5.79%     | towards customized truck                                                                                                                                                                                          | \$4,500         |
| 2                                            | 2023 Shuswap Music Festival                                    | John Hansen          | \$1,500            | 1.74%     | venue rentals for virtual performances                                                                                                                                                                            | \$1,500         |
| 3                                            | Salmon Arm Minor Hockey Association - U18 tournament committee | Lisette Stroo-Mayes  | \$7,000            | 8.11%     | costs associated with managing and organizing the tournament such as rink and zamboni fees, officials, banquet hosting, and opening ceremonies.                                                                   | \$4,500         |
| 4                                            | Shuswap District Arts Council                                  | Tracey Kutschker     | \$1,300            | 1.51%     | Wednesday on the wharf 2023, gazebo rental                                                                                                                                                                        | \$1,100         |
| 5                                            | Literacy Alliance of the Shuswap Society                       | Thomas Briginshaw    | \$5,000            | 5.79%     | Unplug and Play - pool rental, additional stadd and lifeguards required; arena rental; theatres rental costs.                                                                                                     | \$4,300         |
| 6                                            | Rise Up Indigenous Wellness Society                            | Launa Payne          | \$7,800            | 9.04%     | portlon of rental costs for office space                                                                                                                                                                          | \$4,800         |
| 7                                            | The Salmon Arm and Shuswap Lake Agricultural Association       | Colleen Ingram       | \$6,086            | 7.05%     | Water, sewer, and frontage tax                                                                                                                                                                                    | \$6,086         |
| 8                                            | Shuswap Pipes n Drums                                          | Mary Thurber         | \$3,393            | 3.93%     | Chanters for the Shuswap Pipes n'Drums                                                                                                                                                                            | \$2,600         |
| 9                                            | Shuswap Rowing and Paddling Club                               | Stacey Smandych-Dack | \$2,200            | 2.55%     | Shuswap Dragon Boat Festival - sponsorship?                                                                                                                                                                       | \$1,700         |
| 10                                           | The Canadian Red Cross Society                                 | Christian Bates      | \$10,000           | 11.59%    | Rental Assistance for the Salmon Arm Red Cross Health Equipment Loan Program (HELP)                                                                                                                               | \$4,500         |
| 11                                           | Shuswap Food Action (2018) Society                             | Serena Caner         | \$5,000            | 5.79%     | Funds to go towards salaries of a market manager at our Downtown Farmer's Market and a garden coordinator at the Shuswap Community Teaching Garden.                                                               | \$2,500         |
| 12                                           | Voice of the Shuswap Broadcasting Society                      | Jeanette Clement     | \$3,500            | 4.06%     | antenna funding                                                                                                                                                                                                   | \$2,300         |
| 13                                           | Salmon Arm Museum and Heritage Association                     | Deborah Chapman      | \$5,197            | 6.02%     | Nuts & bolts of perserving memories -a scanner, a printer amd a camera                                                                                                                                            | \$1,500         |
| 14                                           | Shuswap Theatre Society                                        | Howard DeLong        | \$5,000            | 5.79%     | Operation Facelift - siding and stair replacements                                                                                                                                                                | \$4,000         |
| 15                                           | Lawn Bowling                                                   | Dan Quilty           | \$5,000            | 5.79%     | SALBC Security Project - Fencing                                                                                                                                                                                  | \$3,961         |
| 16                                           | British Columbia Conservation Foundation                       | Kayla Wiens          | \$8,631            | 10.00%    | Columbia Shuswap Program - to recruit, hire, and train a Community Coordinator for the Shuswap area                                                                                                               | \$0             |
| 17                                           | Shuswap Association of Writers                                 | Kay Johnston         | \$3,200            | 3.71%     | To assist with the Young Writers Programme which will run from January to June.                                                                                                                                   | \$2,000         |
| 18                                           | SAS Dry Grad Committee                                         | Karl Wilkinson       | \$1,500            | 1.74%     | This grant will be used towards the total costs to host Dry Grad 2023 at Salmon Arm Secondary-Sullivan and will help to pay for event rentals, food and beverages, entertainment, a "photo booth room" and decor. | \$800           |
| 19                                           |                                                                | Total Request        | <b>\$86,307</b>    |           |                                                                                                                                                                                                                   |                 |
|                                              |                                                                |                      |                    |           |                                                                                                                                                                                                                   | \$52,647        |
|                                              | Residual Funds                                                 |                      | \$1,022.25         |           |                                                                                                                                                                                                                   | \$0             |
|                                              | Funds Available                                                |                      | \$54,500           |           |                                                                                                                                                                                                                   |                 |
|                                              | SCF Admin Fee                                                  |                      | -\$2,875           |           |                                                                                                                                                                                                                   |                 |
|                                              |                                                                |                      | <b>\$52,647.25</b> |           |                                                                                                                                                                                                                   |                 |

## Rhonda West

---

**From:** Erin Jackson  
**Sent:** Friday, January 6, 2023 4:31 PM  
**To:** Rhonda West  
**Subject:** FW: [External] Always in All Ways

For next correspondence please!

**From:** newsletters@sitecm.com <newsletters@sitecm.com> **On Behalf Of** Tara Watson  
**Sent:** Thursday, January 5, 2023 10:27 AM  
**To:** Erin Jackson <ejackson@salmonarm.ca>  
**Subject:** [External] Always in All Ways

**R.J. Haney**  
 Heritage Village & Museum



**SMALL CITY,  
 BIG MUSEUM**  
 SALMONARM

Celebrate Heritage Week from February 20-25, 2023

**Always in All Ways**

Planning has started for the 27th Annual Heritage Week Celebration from February 20-25, 2023. This year's Provincial theme is "**Always in All Ways**" and invites you to explore your local community's heritage in all the ways that excite you! Since moving to a digital format in 2021, this will be our third annual online silent auction. Will you again support the Heritage Week Silent Auction with a donation?

Volunteers & staff will begin canvassing your businesses shortly and throughout the coming weeks for our online silent auction. Please let us know if you will be supporting this important event. Staff members will need ample time to organize, photograph and upload your donations to launch the auction site on February 20th on Bidding Owl.

With your continued support, we hope to exceed last year's fundraising totalling \$8,400! Because of businesses and community members like you, we continued to succeed and offer cultural programs, hands-on activities and operations at the Village and Museum. You are the reason we grow and why R.J. Haney Heritage Village and Museum is the Shuswap's largest heritage attraction! We are partnering with the Mall at Piccadilly for the Heritage Week activities which will see the return of the annual Best of the Shuswap Pie Baking Contest and the famous live pie auction on Saturday, February 25th, 2023.


The silent auction will have a presence at the Mall, with pictures and instructions on placing bids online all week. This format will maximize the exposure of your business and the brand and services you provide. We will also upload information about the online auction to our website and social media networks. Donors, sponsors, and all previous year's bidders will be notified with a link to register for the auction. We encourage you to invite your clients to participate as well. This is a great way to show your community support.


Thank you for your time and consideration. All funds raised will go towards the extraordinary projects at the Village. We will keep you posted on the Heritage Week activities, or check out our website for updates, and please tell your friends!

Download the [request letter](#) and [donation information form](#) here!!!

Tara Watson, Event Coordinator at R.J. Haney Heritage Village & Museum



 250 832-5243

 751 HWY 97B SE, SALMON ARM BC

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UNSUBSCRIBE





January 12, 2023

Dear Mayor and CAOs,

**Re: BC Hydro Community ReGreening Program Update - Reminder**

BC Hydro is proud to assist local governments through our Community ReGreening Program which supports the planting of trees and other vegetation that help enhance ecological networks across the province. The Program also helps to ensure the right trees are planted near our power lines.

Our ReGreening grants fund small-scale community planting projects and are open to all municipal and Indigenous Nations' governments within [BC Hydro's service area](#).

The Program was updated last year to include:

- A new online application process administered directly by BC Hydro\*
- An expanded scope to fund a wider variety of projects
  - Street or park trees that don't interfere with electrical equipment
  - Trees and other vegetation for habitat restoration or enhancement
  - Plants for pollinator gardens
  - Plants of cultural significance to Indigenous Nations (qualifying plants are at the discretion of the applying Nation, so long as plants' mature height meet our [requirements](#) if planted in proximity to power lines)

*\*If you are a recipient of a 2021 BC Hydro ReGreening grant through Tree Canada, please complete your final report and submit it to Tree Canada.*

*\*If you are a recipient of a 2022 BC Hydro ReGreening grant, your final report was due by December 31, 2022.*

All new applications for 2023 ReGreening grants need to be submitted directly to BC Hydro and are being accepted starting **November 1, 2022** through our online form. The deadline to apply for a 2023 ReGreening grant is **January 31, 2023**. All applicants will be notified of funding decisions after March 2023.

The online application and additional details regarding the Program, including evaluation criteria, can be found at: [www.bchydro.com/regreening](http://www.bchydro.com/regreening).

Sincerely,

Dag Sharman  
Community Relations Manager  
Southern Interior

Mayor Alan Harrison  
City of Columbia-Shuswap

Dear Mayor:

**Order of British Columbia ~ 2023 Call for Nominations**

“It’s important to celebrate and recognize individuals who are making a profound difference in the lives of British Columbians. If you know someone who is deserving of the province’s highest honour, nominate them today.”

-Premier David Eby

Nominations for the province’s highest honour, the Order of British Columbia, are now being accepted. This prestigious honour recognizes individuals who have demonstrated outstanding achievement, excellence or distinction in a field of endeavour benefiting the people of the province or elsewhere. I would be grateful if you could please share information about the Order widely in your community and with stakeholder groups.

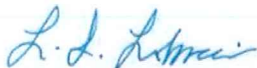
Nomination forms for the Order are available [online](#) or by emailing the Honours and Awards Secretariat at [bchonoursandawards@gov.bc.ca](mailto:bchonoursandawards@gov.bc.ca). The nomination deadline has been extended to **Tuesday, April 11, 2023**. Submissions received after this date will be considered in 2024.

Nominations are reviewed by an independent Advisory Council chaired by the Chief Justice of British Columbia. The Council also includes the President of the Union of British Columbia Municipalities. To date, 475 distinguished British Columbians have been appointed to the Order.

In addition to the Order of B.C., you may also nominate individuals for the province’s other honour, the Medal of Good Citizenship. This medal recognizes citizens for their exceptional long-term service, and contributions to their **communities** without expectation of remuneration or reward. The medal reflects their generosity, service, acts of selflessness and contributions to community life. With the recent wildfire and flooding events in this last year there may be people in your community whom you wish to nominate for this honour. Nominations are accepted year-round and the nomination form can be found [here](#).

Your leadership in recognizing deserving citizens in your community and promoting the Order of B.C. and Medal of Good Citizenship are very much appreciated.

Yours sincerely,



Lucy Lobmeier  
Honours and Awards Secretariat





c/o Fraser Basin Council  
200A – 1383 McGill Road  
Kamloops, BC V2C 6K7  
250.314.9660  
[www.shuswapwater.ca](http://www.shuswapwater.ca)



## MEDIA RELEASE

1 December 2022 – For immediate release

### Shuswap Watershed Council launches fourth intake to Water Quality Grant Program

The Shuswap Watershed Council (SWC) is inviting another round of applications to its Water Quality Grant Program, beginning December 1<sup>st</sup>.

“One of our objectives as a watershed council is to protect and maintain the water quality in Shuswap and Mara Lakes,” explains Erin Vieira, program manager for the SWC. “In particular, we’re focussed on reducing nutrient inputs to rivers and lakes.”

When excessive amounts of nutrients, especially phosphorus, wash or seep off the landscape into creeks and rivers, they contribute to algal blooms which reduce the quality of water for drinking and recreation, and may become toxic to people, pets and livestock.

The purpose of the grant program is to provide financial assistance for projects and new management practices in the Shuswap watershed that improve nutrient retention on the land and in the soil so that less phosphorus flows into Shuswap and Mara Lakes.

Up to \$55,000 is available in the current intake. Farmers, agri-businesses, hobby farmers, landowners, and stewardship groups within the Shuswap watershed are invited to apply for funding to go toward projects or new agriculture and land management practices that reduce, capture, or divert nutrients away from surface waters. Applicants are required to contribute at least 50% of the total project cost in cash and/or in-kind contributions. Funding will be distributed to successful applicants in early 2023.

Vieira says that farms situated along the Salmon River or Shuswap River – which flow into Shuswap Lake and Mara Lake, respectively – will be prioritized for funding, considering other aspects of funding proposals. However, Vieira says that anyone with a farm or property in the Shuswap watershed is eligible to apply for a grant.

To-date, the SWC has provided 9 grants to Shuswap-area farms and stewardship groups for projects that improve nutrient retention and management including riparian restoration, riverbank stabilization, wetland development, livestock fencing, flood protection, manure and effluent storage, cover crop trials, and field drainage improvement. Prospective applicants to the grant program can learn more from a short video the SWC produced in 2020, available on their YouTube channel ([youtube.com/@shuswapwater](https://youtube.com/@shuswapwater)).



The SWC recently published a [Phosphorus Action Plan for the Shuswap watershed](#) as another initiative to encourage and inform residents about how to reduce their 'phosphorus footprint', thereby helping to protect water quality.

See [Homeowners, industry encouraged to take action to protect water quality in the Shuswap](#).

More information about the grant program and an application package is available at [www.shuswapwater.ca](http://www.shuswapwater.ca). The application period is open from December 1<sup>st</sup> 2022 – January 31<sup>st</sup> 2023.

-30-

About: The Shuswap Watershed Council is a watershed-based partnership organization that works on water quality and safe recreation in the Shuswap.

Contact: For more information, please contact Erin Vieira or Alex de Chantal c/o the Fraser Basin Council in Kamloops at 250 314-9660 and visit [www.shuswapwater.ca](http://www.shuswapwater.ca).

# GRANT FUNDING FOR FARMS

*Keeping nutrients in the soil and on the land, and out of rivers and lakes*

Up to \$63,000 grant funding is available from the Shuswap Watershed Council in 2023 for projects or new agriculture and land management practices that improve nutrient management and protect water quality.

Eligible applicants include:

- Landowners
- Farms, including hobby and small-lot farms
- Agri-businesses
- First Nations governments
- Non-profit organizations

Eligible projects include, but aren't limited to:

- Wetland restoration or creation
- Riparian area improvements
- Agricultural practices that build soil health and nutrient retention
- Controlling run-off or seepage of nutrient-rich effluent

Projects must be located in the Shuswap watershed.  
Deadline for applications is January 31st, 2023.

For more information and to apply, visit our website.

**Rhonda West**

---

**From:** Rhonda West  
**Sent:** Monday, January 16, 2023 10:48 AM  
**To:** Rhonda West  
**Subject:** FW: [External] January 2023 Healthy Communities Newsletter

**From:** IH Healthy Communities <[healthycommunities@interiorhealth.ca](mailto:healthycommunities@interiorhealth.ca)>  
**Sent:** Friday, January 13, 2023 4:01 PM  
**To:** Erin Jackson <[ejackson@salmonarm.ca](mailto:ejackson@salmonarm.ca)>  
**Subject:** [External] January 2023 Healthy Communities Newsletter

[View this email in your browser](#)



# HEALTHY COMMUNITIES NEWSLETTER



---

**January 2023**

Our Healthy Communities team works with Indigenous communities, municipalities, regional districts and other partners to create opportunities for all people to live well. Healthy built and natural environments, along with supportive social and economic circumstances, are the essential building blocks for health. Topics within our newsletter reflect this broad scope. Learn more about the [Healthy Communities team](#), find your [local team member](#) or visit our [website](#).

## COMMUNITY RECOGNITION



---

**Village of Canal Flats Opens a New Daycare Centre**



*Photo from the Columbia Valley Pioneer*

The Village of Canal Flats has now [opened](#) their new daycare! This facility will provide many boosts to the community aligned with healthy early childhood development, economic development, and poverty reduction.

**ADVANCING HEALTHY  
PUBLIC POLICY**





Interior Health is dedicated to being a part of shifting the approach to people who use drugs from a criminal response to a public health response, and is supporting regional implementation of decriminalization. Read more [on the IH website here](#) and check out the [provincial information here](#).

### Seniors' Outdoor Activation Toolkit

[This toolkit](#) from 8-80 Cities and the Government of Canada will better equip communities of all sizes to become places that have the potential to provide recreational opportunities for seniors and adults of all ages.



## EVENTS & LEARNING OPPORUNITIES



### Fostering Healthy, Equitable, & Climate-Friendly Communities

**WEBINAR - Wednesday January 25th at 9am pacific time**

This webinar with B.C. presenters Laura Chow and Jade Yehia, will discuss three case studies showcasing how



local governments can work with public health promoters to foster healthy, equitable, and climate-friendly communities.

[Register Here](#)

## **Do-It-Yourself Air Cleaners: Effectiveness and Operation**

### **WEBINAR -January 26, 12-1pm pacific time**

This webinar is hosted by the National Collaborating Centre for Environmental Health.

Portable air cleaners have the potential to reduce exposure to hazardous indoor particulate matter, such as smoke, dust, mold, pollen and pathogens. This webinar will review DIY air cleaner effectiveness vs. commercial units, costs, noise, energy efficiency, and also provide resources to assist in building DIY models.

[Register Here](#)

## **FUNDING OPPORTUNITIES**



### **Community Services Recovery Fund**

The [Community Services Recovery Fund](#) supports Community Service Organizations, including non-profit organizations, Indigenous Governing Bodies, and Registered Charities as they focus on how to adapt their organizations for pandemic recovery.

**Application due February 21, 2023**

## **Intake Open for Provincial Poverty Reduction Funding**

In support of TogetherBC, the provincial poverty reduction strategy, this [round of funding](#) has two streams: One to support the development or updating of plans that address poverty, and another that funds poverty reduction projects.

**Applications due March 17, 2023**

## **ParticipACTION Community Challenge Grants**

ParticipACTION is providing [grants](#) to increase sport and physical activity participation of equity-deserving populations as part of the 2023 Community Challenge. Grants of up to \$5,000 can be used for staffing, training, promotion, programming, partnerships and equipment.

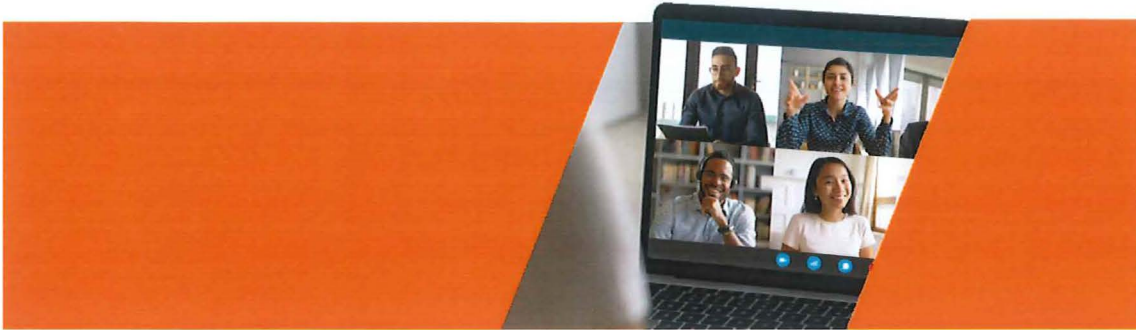
**Application due February 1, 2023**



## **Rapid Housing Initiative Funding from CMHC**

The [Rapid Housing Initiative](#) provides funding for local governments looking to build new housing and/or purchase existing buildings that will be rehabilitated or converted into permanent affordable housing.

**Application due March 15, 2023**



## Connecting Communities BC

Digital literacies and internet access directly and indirectly support good health by helping to connect people with health care services, enabling people to search for and apply for employment, and access education opportunities which are important determinants of health. The [Connectivity Funding Program](#) supports expanding high-speed internet services to under-served rural, remote and Indigenous communities.

**New round of funding opened December 16, 2022.**



*This newsletter is brought to you by the Healthy Communities Program with Interior Health*

You can connect with us at [healthycommunities@interiorhealth.ca](mailto:healthycommunities@interiorhealth.ca)

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