1. January 10, 2022 - Agenda And Correspondence

Documents:

JANUARY 10, 2022 - AGENDA.PDF
JANUARY 10, 2022 - COUNCIL CORRESPONDENCE.PDF
JANUARY 10, 2022 -DRAWINGS - 12.1.6 - CORRESPONDENCEW.PDF

1.I. Late Item 12.1.16 - A. Morris, SA Ecumenical KAIROS Committee

Documents:

JANUARY 10, 2022 - LATE ITEM 12.1.16 - A. MORRIS.PDF

SALMONARM
SMALL CITY, BIG IDEAS

AGENDA

City of Salmon Arm
Regular Council Meeting

Monday, January 10, 2022
1:30 p.m.

[Public Session Begins at 2:30 p.m.]
Council Chambers of City Hall
500 – 2 Avenue NE and by Electronic means
as authorized by Ministerial Order M192

Page #	Item #		Description
	1.		**CALL TO ORDER**
1 - 2	**2.**		**IN-CAMERA SESSION**
	3.		**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.*
	4.		**ADOPTION OF AGENDA**
	5.		**DISCLOSURE OF INTEREST**
	6.		**CONFIRMATION OF MINUTES**
3 – 16		1.	Regular Council Meeting Minutes of December 13, 2021
	7.		**COMMITTEE REPORTS**
17 – 20		1.	Housing Task Force Meeting Minutes of November 22, 2021
21 – 24		2.	Community Heritage Commission Meeting Minutes of December 6, 2021
25 – 30		3.	Environmental Advisory Committee Meeting Minutes of December 10, 2021
	8.		**COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**
31 – 38		1.	Board in Brief – December, 2021
	9.		**STAFF REPORTS**
39 – 46		1.	Director of Corporate Services – Downtown Street Cleaning Agreement, Salmon Arm Downtown Improvement Association
47 - 52		2.	Director of Corporate Services – Environmental Advisory Committee Terms of Reference

53 - 54		3.	Director of Engineering & Public Works – Ross Street Underpass – Sanitary Budget Amendment
55 – 58		4.	Director of Engineering & Public Works – Public Works Building Renovation – Phase 1 Construction
59 – 62		5.	Director of Engineering & Public Works – Award of RFP for Engineering Services for Foreshore Sanitary Main Replacement (Phase 2)
	10.		**INTRODUCTION OF BYLAWS**
63 – 68		1.	City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 [Airport User Fees] – First, Second and Third Readings and Terminal Building Lease
	11.		**RECONSIDERATION OF BYLAWS**
69 – 92		1.	City of Salmon Arm Zoning Amendment Bylaw No. 4451 [ZON-1204; Allard, D. & Wong, L./Browne Johnson Land Surveyors; 2190 6 Avenue NE; R-1 to R-4] – Final Reading
	12.		**CORRESPONDENCE**
93 – 94		1.	Informational Correspondence
95 – 110		2.	City of Salmon Arm Bylaw Enforcement – Year End Statistics 2021
	13.		**NEW BUSINESS**
	14.		**PRESENTATIONS / DELEGATIONS**
		1.	Presentation 4:00 – 4:15 p.m. (approximately)
	15.		**COUNCIL STATEMENTS**
	16.		**SALMON ARM SECONDARY YOUTH COUNCIL**
	17.		**NOTICE OF MOTION**
111 - 112		1.	Councillors Lindgren and Lavery – Living Wage
	18.		**UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
	19.		**OTHER BUSINESS**
	20.		**QUESTION AND ANSWER PERIOD**
113 - 114	**21.**		**ADJOURNMENT**

Item 2.

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor Cannon

Seconded: Councillor Lavery

a) THAT: pursuant to Section 90(1) (c) labour relations or other employee relations and (g) litigation or potential litigation affecting the municipality, of the Community Charter, Council move In-Camera.

Vote Record

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

  Opposed:

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

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Item 6.1

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of December 13, 2021, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:00 p.m. and reconvened at 2:30 p.m. on **Monday, December 13, 2021.**

PRESENT:

Mayor A. Harrison
Councillor T. Lavery (participated remotely)
Councillor S. Lindgren (participated remotely) (entered the meeting at 2:11 p.m.)
Councillor C. Eliason (participated remotely)(entered the meeting at 2:00 p.m.)
Councillor K. Flynn
Councillor D. Cannon

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson
Director of Development Services K. Pearson
Director of Engineering and Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Recorder B. Puddifant (participated remotely)

ABSENT:

Councillor L. Wallace Richmond

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0597-2021 Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that 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 1:00 p.m.
Council returned to Regular Session at 2:23 p.m.
Council recessed until 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Addition of 9.7 – Director of Corporate Services - Award of Transit Bench Advertising

5. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with Item 9.7 as one of the proponents is a client of his firm.
Councillor Lindgren declared a conflict of interest with Item 9.7 as one of the proponents is a relative.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of November 2, 2021

0598-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: the Regular Council Meeting Minutes of November 22, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of November 29, 2021

0599-2021

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: the Special Council Meeting Minutes of November 29, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of December 6, 2021

0600-2021

Moved: Councillor Flynn
Seconded: Councillor Eliason
THAT: the Development and Planning Services Committee Meeting Minutes of December 6, 2021, be received as information.

CARRIED UNANIMOUSLY

2. Agricultural Advisory Committee Meeting Minutes of October 13, 2021

0601-2021

Moved: Councillor Lavery
Seconded: Councillor Eliason
THAT: the Agricultural Advisory Committee Meeting Minutes of October 13, 2021 be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS – continued

3. Community Heritage Commission Meeting Minutes of November 8, 2021

0602-2021

Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the Community Heritage Commission Meeting Minutes of November 8, 2021 be received as information.

CARRIED UNANIMOUSLY

4. Downtown Parking Commission Meeting Minutes of November 8, 2021

0603-2021

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the Downtown Parking Commission Meeting Minutes of November 8, 2021 be received as information.

CARRIED UNANIMOUSLY

5. Greenways Liaison Committee Meeting Minutes of November 18, 2021

0604-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: the Greenways Liaison Committee Meeting Minutes of November 18, 2021 be received as information.

CARRIED UNANIMOUSLY

6. Traffic Safety Committee Meeting Minutes of November 18, 2021

0605-2021

Moved: Councillor Eliason
Seconded: Councillor Lindgren
THAT: the Traffic Safety Committee Meeting Minutes of November 18, 2021 be received as information.

CARRIED UNANIMOUSLY

7. Social Impact Advisory Committee Meeting Minutes of November 19, 2021

0606-2021

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the Social Impact Advisory Committee Meeting Minutes of November 19, 2021 be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS – continued

8. Active Transportation Task Force Meeting Minutes of December 6, 2021

0607-2021 Moved: Mayor Harrison
Seconded: Councillor Lavery
THAT: the Active Transportation Task Force Meeting Minutes of December 6, 2021 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

Board in brief – November 2021 – Received as information

9. STAFF REPORTS

1. Director of Corporate Services – Licence for Use and Occupation Agreement – Not for Profit Organizations

0608-2021 Moved: Councillor Lavery
Seconded: Councillor Flynn
THAT: the Mayor and Corporate Officer be authorized to execute the following Licences for Use and Occupation for five (5) years commencing January 1, 2022 at a rate of $1.00/year, subject to *Community Charter* advertising requirements:

	Organization	Legal Description*	Civic Address
1.	Salmon Arm Curling Club	Portion of Lot A, Plan KAP26241, Section 13, Township 20, Range 10	2600 10 Ave (TCH) NE
2.	Salmon Arm Fish & Game Club	NW ¼ Section 4, Township 20, Range 9	3200 70 St SE
3.	Salmon Arm Horseshoe Club	Portion of Lot A, Plan KAP26241, Section 13, Township 20, Range 10	2600 10 Ave (TCH) NE
4.	Salmon Arm Lawnbowling Club	Portion of Lot A, Plan KAP26241, Section 13, Township 20, Range 10	2600 10 Ave (TCH) NE
5.	Salmon Arm Tennis Club	Portion of Block 3, SW ¼ Section 18, Township 20, Range 9, W6M, Plan 671	3440 Okanagan Ave SE
6.	Shuswap District Arts Council	Plan B4232, Section 14, Township 20, Range 10, W6M	70 Hudson Ave NE
7.	Shuswap Association for Rowing and Paddling	Part of Lot 1, Plan 4310, Section 6, Township 21, Range 9 except Plan R/W A16363 and KAP51670, W6M	7721 36 Street NE

CARRIED UNANIMOUSLY

9. **STAFF REPORTS - continued**

2. **Director of Corporate Services – Rental of Quonset Building located at 921 – 17 Street SW**

0609-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: Council authorize the Mayor and Corporate Officer to execute a Licence for Use and Occupation Agreement with the Salmon Arm Folk Music Society, for the use of the Quonset Building located at 921 17 Street SW, for a two (2) year term from January 1, 2022 to December 31, 2023, for the annual fee of $1.00 subject to *Community Charter* advertising requirements.

CARRIED UNANIMOUSLY

3. **Director of Corporate Services – Environmental Advisory Committee – Citizens at Large Appointments**

0610-2021

Moved: Councillor Lindgren
Seconded: Councillor Flynn
THAT: Council appoint the following three (3) persons to the Environmental Advisory Committee as Citizens at Large for a two (2) year term, expiring December 31, 2023:

Carmen Fennell
Sharon Bennett
Michael Simpson

CARRIED UNANIMOUSLY

4. **Director of Corporate Services – Fee for Service Agreement with the Salmon Arm Arts Centre**

0611-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: Council authorize the Mayor and Corporate Officer to execute a Fee for Service Agreement with the Salmon Arm Arts Centre for a three (3) year term from January 1, 2022 to December 31, 2024.

CARRIED UNANIMOUSLY

5. **Director of Engineering & Public Works – Shuswap Regional Airport Management and Maintenance Services Contract Extension**

0612-2021

Moved: Councillor Eliason
Seconded: Councillor Lavery
THAT: the Mayor and Corporate Officer be authorized to execute a six (6) month contract extension with East West Transportation (2000) Corp. for Airport Management and Maintenance Services commencing January 1, 2022.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

6. Director of Corporate Services – Shuswap Regional Airport Hangar Leases

0613-2021

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: Council authorize the Mayor and Corporate Officer to execute leases at the Shuswap Regional Airport for a three (3) year period from January 1, 2022 to December 31, 2024 as follows:

- 1040180 BC Ltd. - $4,199.00 (1,450 m²)
- Robert and Norma McKibbon - $1,645.00 (458.2 m²)
- East West Transportation (2000) Corp. - $5,245.00 (1,820 m²)
- Gordon Newnes - $1,645.00 (458.2 m²)

AND THAT: the lease fees be increased by BC CPI annually in 2023 and 2024;

AND FURTHER THAT: the leases be advertised in accordance with section 94 of the Community Charter.

CARRIED UNANIMOUSLY

Councillors Flynn and Lindgren declared a conflict of interest and left the meeting at 3:02 p.m.

7. Director of Corporate Services – Award of Transit Bench Advertising

0614-2021

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the Mayor and Corporate Officer be authorized to execute the Transit Bus Bench Advertising Agreement with Carene Wooster dba BenchAds.biz for a (3) year period from January 1, 2022 to December 31, 2024 subject to Community Charter advertising requirements at the rate of $50.00 per month per year in 2022, $51.00 per bench, per year in 2023 and $52.00 per bench, per year in 2024.

0615-2021

Moved: Councillor Lavery
Seconded: Councillor Eliason
THAT: motion 0614-2021 be tabled for discussion at the In-Camera meeting of December 13, 2021.

CARRIED UNANIMOUSLY

Councillors Flynn and Lindgren returned to the meeting at 3:05 p.m.

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4488 [ZON-1226; Hanson, G. & G.; 1020 17 Avenue SE; R-1 to R-8] – First and Second Readings

0616-2021

Moved: Councillor Cannon
Seconded: Councillor Lavery
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4488 be read a first and second time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Cemetery Management Amendment Bylaw No. 4482 – Final Reading

0617-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Cemetery Management Amendment Bylaw No. 4482 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm 2022 to 2026 Financial Plan Bylaw No. 4490 – Final Reading

0618-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm 2022 to 2026 Financial Plan Bylaw No. 4490 be read a final time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4481 [ZON-1218; City of Salmon Arm; Text Amendment; Addition of Dormitory Use to P3 Zone] – Final Reading

0619-2021

Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4481 be read a final time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Checkout Bag Regulation Bylaw No. 4478 – Final Reading

0620-2021

Moved: Councillor Eliason
Seconded: Councillor Cannon
THAT: the bylaw entitled City of Salmon Arm Checkout Bag Regulation Bylaw No. 4478 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

7. C. Langenfeld, Executive Director, Shuswap Hospice Society – letter dated December 8, 2021 – Hospice Helps

0621-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: Council authorize the Shuswap Hospice Society to display hearts along the sidewalk at Marine Park from February 1, 2022 to February 14, 2022 on the terms and conditions set out in the letter dated December 8, 2021 subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

5. D. Gonella, Executive Director, Salmon Arm Folk Music Society – letter dated November 29, 2021 – Tourism Relief Program application

0622-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: Council provide a letter of support to the Salmon Arm Roots & Blues for its application to the Tourism Relief Program application.

CARRIED UNANIMOUSLY

Councillor Lindgren left the meeting at 3:27 and returned at 3:28 p.m.

6. M. Bennett, Salmon Arm Event Director, Shuswap Food Action Society – Coldest Night of the Year 2022 Support

0623-2021

Moved: Councillor Lindgren
Seconded: Councillor Cannon
THAT: Council authorize the use of the downtown core and route outlined in the Shuswap Food Action Society's request for the February 26, 2022 event, subject to the provision of adequate liability insurance and in accordance with the Public Health Officer's orders and guidelines in effect at the time of the event.

CARRIED UNANIMOUSLY

1. J. Franklin, Shuswap Youth Soccer Association – email dated November 30, 2021 - Construction of Synthetic Turf Surfaces and Investment

0624-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: the Mayor and Acting Chief Administrative Officer work with the Shuswap Youth Soccer Association to establish a memorandum of understanding in support of SYSA's grant applications.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

14. T. Enger, Consultant with Ministry of Public Safety and Solicitor General – Follow up from UBCM Meeting

0625-2021

Moved: Councillor Lindgren
Seconded: Councillor Flynn
THAT: Council authorize Mayor Harrison and Councillor Flynn to meet with Tonia Enger.

CARRIED UNANIMLOUSLY

13. NEW BUSINESS

1. Rural Policing SILGA Resolution

0626-2021

Moved: Councillor Eliason
Seconded: Councillor Flynn
WHEREAS public safety is of equal concern to both municipalities and regional district residents;

AND WHEREAS rural populations are growing steadily;

AND WHEREAS provincial policing compliments have not been increased at the same rate as municipally funded positions;

AND WHEREAS lack of police resources affects rural safety and is putting a strain on municipal budgets;

THEREFORE BE IT RESOLVED that UBCM request that the province increase the provincially funded positions immediately;

AND BE IT FURTHER RESOLVED that future resource allocations accurately reflect the rural demands for service.

CARRIED UNANIMOUSLY

2. CP Holiday Train Viewing Event

0627-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: Council authorize the contribution of up to $1,000.00 from 2021 Council Initiatives for facility rental, marketing and security expenses for the screening of the Virtual CP Holiday Train Event on December 18, 2021.

CARRIED UNANIMOUSLY

The meeting recessed at 3:48
The meeting reconvened at 3:52 p.m.

14. PRESENTATIONS

1. Tracey Kutschker, Director/Curator, Shuswap District Arts Council - Year in Review 2020/2021

Tracey Kutschker, Director/Curator, Shuswap District Arts Council provided a summary of the 2020/2021 season and was available to answer questions from Council.

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

2. IN-CAMERA SESSION - continued

0628-2021

Moved: Councillor Flynn
Seconded: Councillor Cannon
THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that 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 4:15 p.m.
Council returned to Regular Session at 5:23 p.m.
Council recessed until 7:00 p.m.

PRESENT:

Mayor A. Harrison
Councillor T. Lavery (participated remotely)
Councillor S. Lindgren (participated remotely)
Councillor C. Eliason (participated remotely) (entered the meeting at 7:02 p.m.)
Councillor K. Flynn (participated remotely)
Councillor D. Cannon (participated remotely)

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

ABSENT:

Councillor L. Wallace Richmond

4. REVIEW OF AGENDA

Addition of 9.7 – Director of Corporate Services - Award of Transit Bench Advertising

Councillor Eliason entered the meeting at 7:02 p.m.

21. DISCLOSURE OF INTEREST

Councillor Flynn declared a conflict of interest with Item 9.7 as one of the proponents is a client of his firm.
Councillor Lindgren declared a conflict of interest with Item 9.7 as one of the proponents is a relative.

22. HEARINGS

1. Development Permit Application No. CP-433 [Uptown Ventures Ltd./Franklin Engineering Ltd.; 231 20 Street NE; 19 Unit – Medium Density Residential]

0629-2021

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: Development Permit No. 433 be authorized for issuance for Lot 14, Section 13, Township 20, Range 10, W6M, KDYD, Plan KAP49803 in accordance with the drawings attached as Appendix 3 to the Staff Report dated November 16, 2021;

AND THAT: Development Permit No. DP-433 include the following variance to Zoning Bylaw No. 2303:

Section 9.4 – increase the maximum height of principal buildings from 10.0 metres (32.8 feet) to 11 metres (36.1 feet) for proposed units 7 – 10 as shown on the drawings attached as Appendix 3 to the Staff Report dated November 16, 2021;

AND FURHER THAT: Issuance of Development Permit No. 433 be withheld subject to the following:

1. receipt of an Irrevocable Letter of Credit in the amount of 125% of a landscaper's estimate for completion of the landscaping plan; and

2. Registration of a Section 219 Covenant restricting development from the 10 metre wide Streamside Protection and Enhancement Area

Submissions were called for at this time.

J. Wickner, Franklin Engineering Ltd., the applicant, outlined the application and was available to answer questions from Council.

22. HEARINGS - continued

1. Development Permit Application No. CP-433 [Uptown Ventures Ltd./Franklin Engineering Ltd.; 231 20 Street NE; 19 Unit – Medium Density Residential] - continued

C. Snider, 1851 2 Avenue NE, expressed concerns with the height variance blocking his view and does not support the variance request.

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

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1223 [Robillard, C. (AR Broadview Holdings)/Brentwell Construction Ltd.; 1231 1 Street SE; R-1 to R-4]

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

Submissions were called for at this time.

C. Robillard , the applicant, outlined the application and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:24 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4484 [ZON-1223; [Robillard, C. (AR Broadview Holdings)/Brentwell Construction Ltd.; 1231 1 Street SE; R-1 to R-4] – Third and Final Reading

0630-2021 Moved: Councillor Cannon
Seconded: Councillor Lindgren
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4484 be read a third and final time.

CARRIED UNANIMOUSLY

Councillors Flynn and Lindgren declared a conflict and left the meeting at 7:27 p.m.

9. STAFF REPORTS – continued

7. Director of Corporate Services – Award of Transit Bench Advertising

0631-2021

Moved: Councillor Cannon
Seconded: Councillor Eliason
THAT: the Mayor and Corporate Officer be authorized to execute the Transit Bench Advertising Agreement with Carene Wooster dba BenchAds.biz for a three (3) year period from January 1, 2022 to December 31, 2024, subject to Community Charter advertising requirements at the rate of $50.00 per bench, per year in 2022, $51.00 per bench, per year in 2023 and $52.00 per bench, per year in 2024.

CARRIED UNANIMOUSLY

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0632-2021

Moved: Councillor Lavery
Seconded: Councillor Cannon
THAT: the Regular Council Meeting of December 13, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:30 p.m.

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

Adopted by Council the day of , 2022.

_____
MAYOR

Item 7.1

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Housing Task Force Meeting Minutes of November 22, 2021, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Housing Task Force** Meeting held electronically on Monday, November 22, 2021, at 11:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Co-Chair
Councillor Tim Lavery	City of Salmon Arm, Co-Chair
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Jeff Ragsdale	Member at Large
Lana Fitt	Salmon Arm Economic Development Society
Ian McDiarmid	McDiarmid Construction Ltd. (entered the meeting at 11:06 a.m.)
Erin Jackson	City of Salmon Arm, Director of Corporate Services
Kevin Pearson	City of Salmon Arm, Director of Development Services
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
Calvin Berger	Member at Large
Dawn Dunlop	Canadian Mental Health Association (CMHA)
Louis Thomas	Councillor, Neskonlilth Indian Band
Barry Delaney	Salmon Arm Savings and Credit Union (SASCU)

GUESTS:

Michael Shapcott	South Shuswap Housing Society

The meeting was called to order at 11:06 a.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

Councillor Lavery 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. Approval of Agenda /changes and Additional Items

Moved: Lana Fitt
Seconded: Jeff Ragsdale
THAT: the Housing Task Force Meeting Agenda of November 22, 2021, be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of October 25, 2021 Housing Task Force Meeting

Moved: Paige Hilland
Seconded: Jeff Ragsdale
THAT: the minutes of the Housing Task Force Meeting of October 25, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business/Arising from Minutes

a.) Revisions to Terms of Reference for Housing Task Force

Councillor Lavery will obtain input from current membership to determine interest in continuing the work of the Housing Task Force and to seek volunteers for a working group to reframe the Terms of Reference to address membership and membership term. He outlined the process in revising the Terms of Reference.

Moved: Paige Hilland
Seconded: Councillor Tim Lavery
THAT: the Task Force recommends that a working group be established to reframe and revise the Terms of Reference for the Housing Task Force.

CARRIED UNANIMOUSLY

7. New Business

8. Other Business &/or Roundtable Updates

a.) Available land zoned R-4 and R-5 – update

Kevin Pearson presented a map detailing locations of some properties within the City that have the potential for high density residential. The Task Force discussed available properties and communication with BC Housing.

9. Next meeting – To be determined

10. Adjournment

Moved: Lana Fitt
Seconded: Councillor Tim Lavery
THAT: the Housing Task Force Meeting of November 22, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:55 a.m.

Councillor Tim Lavery
Co-Chair

Councillor Louise Wallace Richmond
Co-Chair

Minutes received as information by Council at
their Regular Meeting of , 2022.

Item 7.2

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the Community Heritage Commission Meeting Minutes of December 6, 2021 be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Community Heritage Commission** Meeting held by electronic means on **Monday, December 6, 2021** at 2:00 p.m.

PRESENT:

Deborah Chapman, R.J. Haney Heritage & Museum
Pat Kassa, R.J. Haney Heritage & Museum
Cindy Malinowski, R.J. Haney Heritage & Museum
Linda Painchaud
Maureen Shaffer
Mary Landers
Councillor Debbie Cannon, Chair
Evan Chorlton, City of Salmon Arm, Recorder (Staff non-voting)

ABSENT:

The meeting was called to order at 2:00 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: Mary Landers
Seconded: Maureen Shaffer
THAT: the Agenda for the December 6, 2021 Community Heritage Commission Meeting be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of November 8, 2021 Community Heritage Commission Meeting

Moved: Pat Kassa
Seconded: Maureen Shaffer
THAT: the minutes of the Community Heritage Commission Meeting of November 8, 2021 be approved.

CARRIED UNANIMOUSLY

5. Old Business /Arising from minutes

a) Heritage Register – proposed changes and map

Maureen Shaffer provided a detailed overview of the proposed changes for the Heritage Register and map. Evan Chorlton will determine if the Commission can list people's names on the Heritage Register and will follow up on the status of a list of the previous owners of 171 1 Street SE.

Deborah Chapman outlined the requirement for changes to the Heritage Register to be brought before Council. Evan Chorlton provided an update on the status of the map. City staff is working on the mapping with the intent of having it available by Heritage Week.

b) Heritage Conservation Awards - update

Evan Chorlton shared the draft letters and certificates. Debbie Cannon will determine if Heritage Conservation Awards can be presented in person at Council Chambers in February 2022 and will work with Evan Chorlton on finalizing and sending out letters to the award recipients before the end of 2021.

6. New Business

a) City of Salmon Arm Heritage Strategy

The group tabled this item for discussion at a subsequent meeting.

b) Heritage Week Display Boards

The Commission will retain the existing Heritage Week display boards and staff will look into available storage areas at City Hall.

7. Other Business &/or Roundtable Updates

8. Next Meeting

Monday, January 10, 2022 at 9:00 a.m.

9. Adjournment

The Community Heritage Commission Meeting of December 6, 2021 adjourned at 3:20 p.m.

_____

Debbie Cannon, Chair

Received for information by Council on the day of , 2021

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Item 7.3

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Environmental Advisory Committee Meeting Minutes of December 10, 2021, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Environmental Advisory Committee** Meeting held by virtual means on Friday, **December 10, 2021** at 2:30 p.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Citizen at Large
Amy Vallarino	Citizen at Large
Janet Pattinson	Shuswap Naturalist Club
Carmen Fennell	Citizen at Large (entered the meeting at 2:36 p.m. and left the meeting at 3:37 p.m.)
Luke Gubbels	Canoe Forest Products
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Janet Aitken	Salmon Arm Bay Nature Enhancement Society (SABNES)
Erin Jackson	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
	Salmon Arm Fish and Game Club
Barrie Voth	Agricultural Industry
Warren Bell	WA:TER

GUESTS:

Ceran Caner

The meeting was called to order at 2:32 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 Aitken
THAT: the Environmental Advisory Committee Meeting Agenda of November 12, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

Carmen Fennell entered the meeting at 2:36 p.m.

4. Approval of Minutes from September 10, 2021

Moved: Janet Pattinson
Seconded: Barrie Voth
THAT: the Minutes of the Environmental Advisory Committee Meeting of September 10, 2021 be approved.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business/Arising from Minutes

a) **Farmers Market - update**
Councillor Lindgren spoke regarding the successful outcome of the Committee's participation in the Farmers Market on October 16, 2021.

b) **Shuswap Climate Action presentation to Council at September 20, 2021 Budget Meeting – update**
Councillor Lindgren outlined the presentation to Council by the Shuswap Climate Action Society and its request for a dedicated Climate Action Coordinator to be employed by the City.

Julia Beatty outlined the Clean BC Heat Pump group rebate program and discussions regarding the Committee's and the City's participation in this program.

Erin Jackson, Acting Chief Administrative Officer spoke regarding the City's willingness to promote this program to the community.

c) **Air Quality Monitoring System – update**
Councillor Lindgren referred to Mayor Harrison's letter dated October 7, 2021 addressed to the Ministry of Environment in support of locating an Air Quality Monitoring System in the City of Salmon Arm.

Erin Jackson provided an overview of her discussion with Gavin King regarding the potential placement of an Air Quality Monitoring System in the City of Salmon Arm and the possibility of placement of an enhanced system on City property in the future. Gavin King could present this information at a future Committee meeting.

7. New Business

a) **Committee Membership - Canadian Association of Physicians for the Environment**

Councillor Lindgren spoke regarding Warren Bell's membership in the Committee and outlined the existing Terms of Reference as it relates to membership.

Moved: Janet Pattinson
Seconded: Pauline Waelti
THAT: WA:TER be removed from the Terms of Reference as a member.

CARRIED UNANIMOUSLY

Moved: Janet Aitken
Seconded: Julia Beatty
THAT: an invitation be extended to the Canadian Association of Physicians for the Environment (CAPE) to name a local representative of the medical community to the EAC;

AND THAT: an invitation be extended to School District No. 83 and to Shuswap Climate Action to appoint a representative to the EAC.

CARRIED

Carmen Fennell left the meeting at 3:26 p.m.

b) **Bylaw Review - Tree Removal and Protection Bylaw No. 2305 and Pesticide Use Bylaw No. 3744**

Two working groups were established to meet and discuss possible revisions to these Bylaws. The working group for the Pesticide Use Bylaw will consist of: Amy Vallarino, Janet Aitken, Pauline Waelti and Julia Beatty. The working group for the Tree Removal Bylaw will consist of Janet Pattinson, Luke Gubbels, Carmen Fennel and Julia Beatty.

Each working group will provide information to the Committee at the next Committee meeting.

8. Other Business &/or Roundtable Updates

9. Next Meeting – January 14, 2021

10. Adjournment

Moved: Amy Vallarino
Seconded: Pauline Waelti
THAT: the Environmental Advisory Committee meeting of November 12, 2021 be adjourned.

CARRIED UNANIMOUSLY

The virtual meeting adjourned at 3:47 p.m.

Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2021.

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Item 8.1

CITY OF SALMON ARM

Date: January 10, 2022

Board in Brief –December 2021

Vote Record

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

Opposed:

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

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COLUMBIA SHUSWAP REGIONAL DISTRICT

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December 2021

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Highlights from the Regular Board Meeting

Correspondence

Letter from Chair to School District 83

In response to the Board's invitation, Donna Kriger, Superintendent, School District 83 and Dale Culler, Secretary Treasurer, were in attendance to hear concerns regarding the school district's proposed Long Range Facilities Plan. CSRD Directors from the Shuswap region expressed support for the development of a new high school in the Sorrento area.

Committee reports

Shuswap North Okanagan Rail Trail Governance Advisory Committee (November 16,

2021)

The Board supported a series of recommendations regarding the development of two areas of the Rail Trail. This includes:

- engaging Urban Systems Ltd. to provide engineering for the project,
- authorizing staff of the CSRD to supervise the project area from Sicamous to Mara,
- and authorizing staff from the Regional District of North Okanagan (RDNO) to supervise the project area extending from Splatsin IR3 through the City of Enderby.

View Memorandum.

Electoral Area Directors' Committee Meeting (November 30, 2021)

The Board approve, in principle, the implementation of a Bylaw Dispute Adjudication System for the CSRD. Staff will now develop the necessary bylaws and policies for the implementation of the system.

The Board also approved a motion to write a letter to the Southern Interior Local Government Association and the Union of BC Municipalities requesting a workshop regarding food security.

Business General & Business by Area

COVID-19 Safe Restart Grant Allocation

The Board endorsed allocating the remaining $358,576 from the COVID-19 Safe Restart Grants as recommended by staff for the following purposes:

- $50,000 Golden Arena (lost revenue & additional expenses)
- $50,000 Sicamous Arena (lost revenue & additional expenses)
- $40,000 Sicamous Arena (replacement of damaged flooring due to COVID stickers)
- $58,576 Cloud based software license fees
- $50,000 Ongoing technology (additional bandwidth, digital boxes and other remote technological requirements)
- $10,000 Fleet recovery
- $50,000 Ongoing operational costs
- $50,000 Community Organizations

The grant application for non-profit community groups will be developed and advertised on the CSRD website and social media platforms. This second round of community grants is to be announced in spring 2022. **View report.**

Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show Attendance

The Board discussed Director attendance at the 2022 FCM Conference, which will be held

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in Regina, Saskatchewan, June 2 to 5. The item will be brought back for resolution at the January Board Meeting.

2022 Appointments to Committees, Boards, and External Agencies

The Board endorsed the 2022 Appointments to Committees, Boards, and External Agencies. **View appointments.**

Grant-in-Aid Requests

The Board approved allocations from the 2021 electoral grant-in-aid budget for projects in Electoral Areas A, E and F. **View report.**

Electoral Area E: Area E Community Works Funds – Cambie Hall Community Association

The Board approved spending to $20,000 plus applicable taxes from the Area E Community Works Fund for a new septic system at the Cambie Community Hall. **View report.**

Electoral Area E: Swansea Point Fire Hall - Statutory Right of Way Fee Agreement

The Board agreed to enter into an agreement with Telus Communications Inc. to authorize the location of a cellular tower at the Swansea Point Fire Hall property for lease fee of $12,000 per year over a 10-year term, commencing January 1, 2022 and expiring on December 31, 2031 with an option to extend for an additional ten-year term. **View report.**

Electoral Area C: Disaster Mitigation and Adaptation Fund Grant Application

The Board approved the CSRD's application to the Infrastructure Canada Disaster Mitigation and Adaptation Fund in the amount of $2,886,000 to support the Newsome Creek Bank Stabilization Project. **View report.**

Electoral Area F: Lakeview Community Park - Crown Tenure Renewal

Board approved the acquisition of a 30-year Licence of Occupation from the Province for the purposes of community beach and swimming area at the park. **View report.**

Electoral Area F: Scotch Creek/Wharf Road Community Park - Crown Tenure Renewal

Board approved the acquisition of a 30-year Licence of Occupation from the Province for the purposes of community beach and swimming area at the park. **View report.**

Electoral Area F: North Shuswap Chamber of Commerce Contribution Agreement 2022-2024

The Board agreed to enter into a Contribution Agreement for tourism promotion services with the North Shuswap Chamber of Commerce for a three-year term commencing January 1, 2022 and expiring on December 31, 2024. **View report.**

Administration Bylaws

2021 Five Year Financial Plan Amendment Bylaw No. 5842, 2021

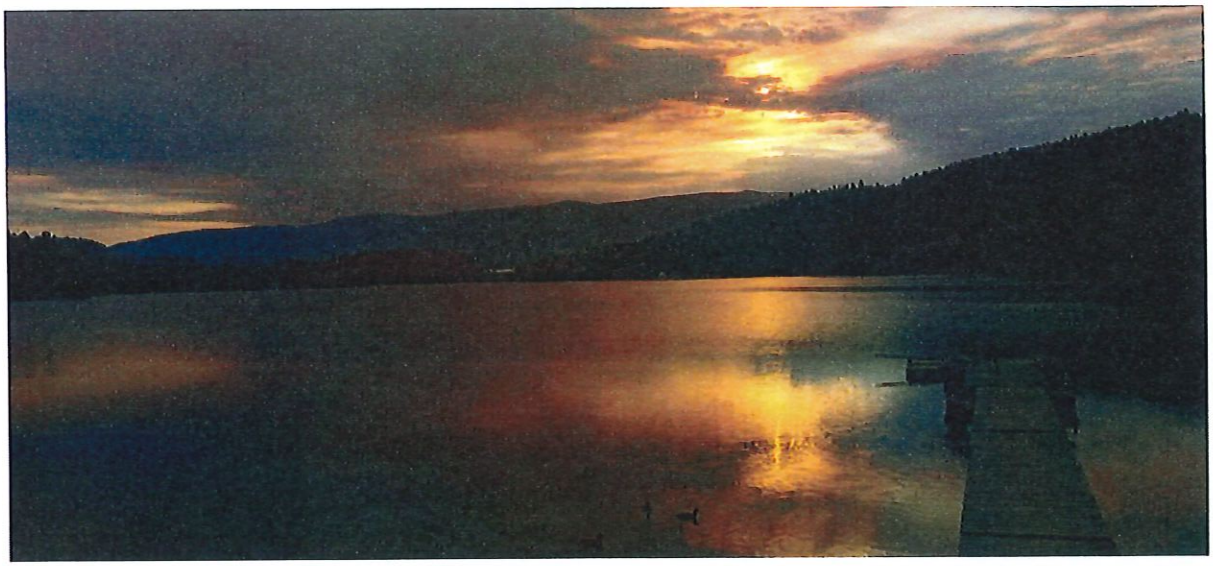
The Board approved the bylaw, which updates all financial amendments to existing services. **View report.**

Delegation Bylaw Amendment and Purchasing Policy Update

The Board approved updates to the 10-year-old Delegation Bylaw. It also created a stand-alone Procurement of Goods and Services Policy, rather than having it attached as an appendix to the bylaw itself. **View report.**

Whitetooth Ski Hill Legacy Fund Administration Amendment Bylaw No. 5841, 2021

This item was postponed by the Board to be brought back to the January 20, 2022 Regular Meeting. **View bylaw.**



LAND USE MATTERS

Development Services Business General

Consideration of ALR Exclusion Policy P-24 and Proposed Amendments to

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Columbia Shuswap Regional District (CSRD) Development Services Application Fees Bylaw No. 4000 and CSRD Development Services Procedures Bylaw No. 4001

The Board endorsed ALR Exclusion Policy P-24 and approved its inclusion into the CSRD Policy manual, along with associated amendments to the Development Service Applications Fee Bylaw and the Procedures Amendment Bylaw. This Policy was developed after the Agricultural Land Commissions decided that private landowners are no longer able to make an application for exclusion – only the Provincial Government, local or First Nation governments or prescribed public bodies may make such applications. **View report.**

ALR Applications

Electoral Area D: Agricultural Land Commission (ALC) Application Section 21(2) – Subdivision LC2585D

The property owners at 7775 & 7665 Cambie Rd, Ranchero have made application to the Agricultural Land Commission (ALC) to subdivide an existing dwelling and yard site from their 59.35 ha property into a 1 ha lot in the Agricultural Land Reserve (ALR). The application states that the subdivision is a homesite severance as the owner has lived on the property since 1966. The Board voted to accept staff's recommendation for refusal. The application will now be sent to the ALC for a decision. **View report.**

Electoral Area C: Agricultural Land Commission (ALC), Section 20(3) Non-Farm Use in the Agricultural Land Reserve (ALR) LC2588C

The subject property is located at 4439 Trans-Canada Highway, Tappen. The owner is applying for approval from the Agricultural Land Commission (ALC) to conduct Non-Farm Use in the Agricultural Land Reserve (ALR) in order to confirm, and authorize the various residential, commercial and industrial uses on the property. The Board voted to recommend approval of the application. It will now be sent to the ALC for a decision. **View report.**

Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the December 9, 2021 meeting:

2022 Revelstoke Landfill Phase 1 Closure Administration and Construction Support

THAT: the Board empower the authorized signatories to enter into an agreement with Sperling Hansen Associates Inc. for the provision of engineering services related to administration and construction support for the 2022 Phase 1 Closure Project at the Revelstoke Landfill, for a total cost of $41,842 plus applicable taxes.

Electoral Areas C, D, and F: Dog Control Service Contract

THAT: the Board empower the authorized signatories to enter into an agreement with Commissionaires BC for the provision of dog control services for Electoral Area C, Electoral Area D and Electoral Area F for a two-year term commencing January 1, 2022, and expiring on December 31, 2023, for a total cost not to exceed $148,800 plus applicable taxes.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, January 20, 2022 in the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 9:30 AM.

Any scheduling changes to the meeting start time will be noted on the Events tab of the CSRD's website.

In-person attendance is available to the public in accordance with current provincial health orders. Masks are mandatory. Seating is limited and will be first-come, first-served.

The public is strongly encouraged to join the meeting via Zoom. Information on how to register for the Zoom meeting access is on the Events tab of the CSRD website under the Board meeting date.

Columbia Shuswap Regional District
555 Harbourfront Drive NE, PO Box 978
Salmon Arm, BC V1E 4P1
www.csrd.bc.ca | 250.832.8194

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Item 9.1

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council authorize the Mayor and Corporate Officer to execute the agreement (attached to the Staff Report dated January 5, 2022 as Appendix 1) with Salmon Arm Downtown Improvement Association for the provision of downtown street cleaning from January 1, 2022 to December 31, 2024.

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

TO: His Worship Mayor Harrison and Members of Council

DATE: January 5, 2022

SUBJECT: Downtown Street Cleaning Agreement
Salmon Arm Downtown Improvement Association

MOTION FOR CONSIDERATION:

THAT: Council authorize the Mayor and Corporate Officer to execute the agreement (attached to the staff report as Appendix 1) with Salmon Arm Downtown Improvement Association for the provision of downtown street cleaning from January 1, 2022 to December 31, 2024.

Background:

The Salmon Arm Downtown Improvement Association (DSA) has been overseeing street cleaning services in the downtown area for over twenty years. The services are funded by the City and performed in collaboration with Shuswap Association for Community Living (SACL).

The agreement has been attached as Appendix 1. A detailed list of works and services can be found in Schedule A - Scope of Work. Fees for 2022 have been budgeted in the amount of $18,300.00 (4% increase from 2021) with BC Consumer Price Index increases recommended for 2023 and 2024.

The DSA will be responsible for obtaining and maintaining adequate liability insurance and agrees to indemnify and save the City harmless from any and all claims that arise out of the performance of the works and services.

Recommendation:

It is recommended that Council authorize the Mayor and Corporate Officer to execute the agreement which will provide 1,104 hours per year of street cleaning, leaf raking and

bagging and weed control in the downtown core, for a period of three (3) years commencing January 1, 2022.

Respectfully Submitted,

Erin Jackson
Director of Corporate Services

Appendix 1 – Street Cleaning Contract 2022-2024

STREET CLEANING CONTRACT 2022-2024

THIS AGREEMENT DATED THE DAY OF 2022

BETWEEN:

SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION
BOX 1928
SALMON ARM BC V1E 4P9

(hereinafter referred to as the "Contractor")

AND:

CITY OF SALMON ARM
BOX 40
SALMON ARM BC V1E 4N2

(hereinafter referred to as the "City")

It is agreed as follows:

1. Scope of Contract
   a. The Contractor shall provide the City with the works and services as described in Schedule A – Scope of Works & Services, attached hereto and forming part of this Contract;
   b. The works and services identified in Schedule A will be provided by way of a Sub-Contract between the Contractor and Shuswap Association for Community Living (hereinafter referred to as the "Sub-Contractor"). It is the Contractor's responsibility to administer the sub-contract to the satisfaction of the City;
   c. This Contract will commence on January 1, 2022 and provision of the works and services will end on December 31, 2024;
   d. The total Contract price payable by the City to the Contractor is listed in the table on page 2 and is inclusive of all legislative taxes;
   e. The Contractor is responsible for the purchase of any equipment required to complete the works and services; and
   f. The Contractor is an independent organization and the operation thereof is not connected in any way with the City.

2. Terms of Payment

   a. Invoices will be submitted by the Contractor on a quarterly basis, i.e. April 30, June 30, September 30 and December 31 of each year; and

   b. The City will pay the invoices within thirty (30) days of receipt.

   The Contractor is responsible for ensuring that the Sub-Contractor is paid as per terms of this Contract.

Year	Yearly Invoice Amount	Details
2022	$18,300.00	Estimate 1,104 hours per year
2023	$18,300.00 + BC CPI	Estimate 1,104 hours per year
2024	2023 rate + BC CPI	Estimate 1,104 hours per year

3. Insurance

   The Contractor will obtain and maintain insurance coverage in the amount of two million dollars ($2,000,000) with the City of Salmon Arm named as Additional Insured. The Contractor will provide evidence of such coverage each policy period for the duration of the contract.

4. Alterations

   Requested changes to the contract must be made in writing to the City. Changes to this contract are not considered valid without prior written consent of the City.

5. Limitations

   a. This contract is governed by the laws of the Province of British Columbia;
   b. The Contractor cannot commit or purport to commit the City to the payment of any money except pursuant to this Contractor being paid out;

c. The Contractor shall indemnify and save the City harmless from any and all claims against the City arising out of performance of the works and services under this contract; and
d. The City's responsibility to the Contractor is limited to the payment of the contract invoices to a maximum amount of the contract value per year.

6. Termination of Contract

The City may terminate this contract with 30 days written notice to the Contractor. The Contractor may terminate this contract with 30 days written notice to the City.

IN WITNESS WHEREOF the parties have hereunto set their respective hands and seals.

CITY OF SALMON ARM by its authorized signatories

_____

Alan Harrison, Mayor

_____

Erin Jackson, Corporate Officer

SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION by its authorized signatories

_____

Jennifer Broadwell, Manager

_____

Witness

SCHEDULE A – Scope of Work

Street Cleaning: 925 hours/year

The following areas are to be cleaned three (3) times a week:
The downtown core encompassed East by 6th Street NE, North by Lakeshore Drive, West by Hudson Avenue NW and South by the TransCanada Highway

- Only sidewalks, curbs, alleyways and roadways are cleaned of litter; no park areas or private properties are cleaned
- The Ross Street Parking Lot including the breezeway to Alexander Street
- The Ross Street Plaza excluding inside the washrooms

On Fridays the area that is to be cleaned is to include:

- The Inner Core Parking Lot, Hudson Avenue Avon Parking Lot (100 block of Hudson Avenue)
- TransCanada Highway West, Legion and 4th Street NE Parking Lot
- The area North of the railroad tracks – Marine Park Drive from Lakeshore Drive to the Wharf, Harbourfront Drive area East of Marine Park Drive along Beatty Avenue to the railroad crossing at Hudson Avenue NW
- The Harbour Front area East of Marine Park Drive (approximately 100 m. section)
- The area around Fletcher Park – a triangular area encompassed by Okanagan Avenue, TransCanada Highway and 4th/6th Street NE
- Only sidewalks, curbs, alleyways and roadways are cleaned of litter; no park areas or private properties are cleaned

Exclusions to this Scope of Work:

- Animal feces and bird droppings

Leaf Raking and Bagging: 93 hours/year

This occurs in the Fall when leaves start to fall – typically in October

Weed Control: 86 hours/year

This runs for 14 weeks, starting in May, ending in September. One day per week the following area is weeded:

- The downtown core encompassed East by 6th Street NE, North by Lakeshore Drive, West by Hudson Avenue NW and South by the TransCanada Highway
- Weed control is only on the north side of the TransCanada Highway. Exclusions - the area 6th Street NE on the McGuire Lake side will not be included
- Weed control is done on the sidewalks and curbs only

Total Labour for all contractual responsibilities FROM 2022 TO 2024: 1104 hours per annum

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Item 9.2

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Environmental Advisory Committee change in membership from thirteen (13) voting members to fifteen (15) by removing WA:TER and adding the following organizations to the Terms of Reference:

- Canadian Association of Physicians for the Environment (CAPE)
- Shuswap Climate Action; and
- School District No. 83

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

TO: His Worship Mayor Harrison and Members of Council

DATE: January 3, 2022

SUBJECT: Environmental Advisory Committee Terms of Reference

MOTION FOR CONSIDERATION:

THAT: Council approve the Environmental Advisory Committee change in membership from thirteen (13) voting members to fifteen (15) by removing WA:TER and adding the following organizations to the Terms of Reference:

- Canadian Association of Physicians for the Environment (CAPE);
- Shuswap Climate Action; and
- School District #83

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 nine (9) organizations.

As member organization WA:TER is now defunct, the Committee has adopted a motion to remove it and add CAPE, Shuswap Climate Action and SD#83, bringing the total voting members to fifteen (15). With this change in membership, quorum will be achieved when eight (8) members are present.

CAPE has responded to the invitation to appoint a member by indicating that they recommend Warren Bell, who has been the representative of WA:TER for many years. The Committee supports Dr. Bell's ongoing participation.

Shuswap Climate Action has been active in the community since its inception in late 2019, and the Committee also supports the addition of a representative from that organization, as well as a representative from SD#83. Ceren Caner (teacher at South Canoe Elementary) has been attending as a guest for some time and expressed his interest in continuing as a

voting member. 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
Director of Corporate Services

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 13 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 the Fish and Game Club;
- One (1) member appointed to represent Shuswap Naturalists;
- One (1) member appointed to represent WA:TER; 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 9.3

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: The 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the Ross Street Underpass – sewer budget in the amount of $30,000.00 funded from the Lakeshore Drive Sanitary Upgrade (Alexander Street);

AND THAT: The City's Purchasing Policy No. 7.13 be waived in procurement of the additional Construction Services to authorize the sole sourcing of same to Kingston Construction Ltd.

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

File: 2019-36

TO:	His Worship Mayor Harrison and Members of Council
FROM:	Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY:	Jenn Wilson, City Engineer
DATE:	December 13, 2021
SUBJECT:	**ROSS STREET UNDERPASS – SANITARY BUDGET AMENDMENT**

STAFF RECOMMENDATION

THAT: **The 2022 Budget contained in the 2022 - 2026 Financial Plan Bylaw be amended to reflect additional funding for the Ross Street Underpass - sewer budget in the amount of $30,000.00 funded from the Lakeshore Drive Sanitary Upgrade (Alexander St)**

AND THAT: **The City's Purchasing Policy No. 7.13 be waived in procurement of the additional Construction Services to authorize the sole sourcing of same to Kingston Construction Ltd.**

BACKGROUND

The Lakeshore Drive Sanitary Upgrade project is a small 60m section of sanitary pipe that has reached the end of its useful life. The sanitary sewer is located within the limit of works of the Ross Street Underpass, and immediately adjacent to other pipe replacement works within the scope of the Ross Street Underpass project. The Ross Street Underpass project currently includes removal and replacement of the road surface above the subject portion of sanitary main.

Staff propose to combine the Lakeshore Drive Sanitary Upgrade (Alexander Street) project into the Ross Street Underpass project and award the replacement of the sewer to Kingston Construction Ltd. Kingston is already working in the area. Additionally, the City is unlikely to be able to competitively source the work for a lesser price as other contractors would have to include removal and replacement of the road surface within their bid if not completed in conjunction with the underpass project.

With consideration of the above, staff recommend that the 2021 Budget contained in the 2022 - 2026 Financial Plan Bylaw be amended to reflect additional funding for the Ross Street Underpass – Sewer project in the amount of $30,000.00 funded from the Lakeshore Drive Sanitary Upgrade (Alexander St) and that the work be awarded to Kingston Construction Ltd.

Respectfully submitted,

Robert Niewenhuizen, AScT
Director of Engineering and Public Works

Item 9.4

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: The 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the Phase 1 Construction of the Public Works Building Renovation in the amount of $210,000.00, which includes the additional funds required to award the Tender, contingencies, staff time and temporary office spaces. These funds to be reallocated as follows:

- $76,000.00 from Trans – Machinery & Equipment Building Reserve
- $50,000.00 from Trans – Public Works Building (OH&S Upgrades) Reserve
- $42,000.00 from Water Fund – Public Works Building (OH&S Upgrades) Reserve
- $42,000.00 from Sewer Fund – Public Works Building (OH&S Upgrades) Reserve

AND THAT: Council award the Public Works Building Renovation to 478868 BC Ltd. o/a McDiarmid Construction in accordance with the tendered price in the amount of Nine Hundred and Fifty-Nine Thousand One Hundred and Thirty Three and Fifty Cents (959,133.50) plus taxes as applicable.

Vote Record

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

Opposed:

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

CITY OF SALMONARM

File: 2021-26

TO:	His Worship Mayor Harrison and Members of Council
FROM:	Robert Niewenhuizen, Director of Engineering and Public Works
PREPARED BY:	Darin Gerow, Manager of Roads & Parks
DATE:	December 15, 2021
SUBJECT:	**PUBLIC WORKS BUILDING RENOVATION – PHASE I CONSTRUCTION**

STAFF RECOMMENDATION

THAT: **The 2022 Budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the Phase I Construction of the Public Works Building Renovation in the amount of $210,000.00, which includes the additional funds required to award the Tender, contingencies, staff time and temporary office spaces. These funds to be reallocated as follows:**

- **$76,000.00 from Trans - Machinery & Equipment Building Reserve**
- **$50,000.00 from Trans - Public Works Building (OH&S Upgrades) Reserve**
- **$42,000.00 from Water Fund - Public Works Building (OH&S Upgrades) Reserve**
- **$42,000.00 from Sewer Fund - Public Works Building (OH&S Upgrades) Reserve**

AND THAT: **Council award the Public Works Building Renovation to 478868 BC Ltd. o/a McDiarmid Construction in accordance with the tendered price in the amount of Nine Hundred and Fifty Nine Thousand One Hundred and Thirty Three and Fifty Cents ($959,133.50) plus taxes as applicable.**

BACKGROUND

The City of Salmon Arm Public Works Yard, commonly known as the "Top Shop", is located at 100 – 30 Street SE was built in the early 1980's. Since this time, only minor interior upgrades/alterations have been completed to the building. The initial improvements were brought forward as a recommendation from the City's Health & Safety Committee due to Worksafe BC requirements and BC Building Code requirements. In addition, throughout the COVID-19 global pandemic it became apparent that the spacing for the additional personnel since is lacking and self-distancing is very difficult in the existing spaces available to staff. During the peak staffing periods in summer months, we have approximately 50-55 staff working out of the Top Shop.

The upgrades within Phase I will include, but not limited to:

- Removal of hazardous materials
- First aid room
- Appropriate washroom facilities
- Inventory & file storage
- Shower station
- Janitorial storage
- Appropriate locker & lunch room
- Exterior improvements (windows, siding, etc)

In 2017 Bernd Hermanski Architect was awarded the consulting services to provide drawings for the proposed upgrade complete with cost estimates. Final Plans and Tender Documents were completed earlier this year by Bernd Hermanski Architect. On Thursday December 9, 2021 tender submissions were received and confirmed as follows:

Company	Tender Amount (excluding applicable taxes)
478868 BC Ltd. o/a McDiarmid Construction	**$ 959,133.50**
Maddocks Construction Ltd.	$ 1,118,699.00

Only two bids were received from the initial list of five potentially interested bidders. Bernd Hermanski Architect states this is "a reflection of the general state of busy-ness in the construction industry". The proposals were evaluated by City's Architect and in consultation with City Staff.

STAFF COMMENTS

The approved funding in 2022 for the renovation is $815,000.00. Staff have estimated the overall cost at $1,025,000.00 for construction, temporary offices space, staff time and contingency, resulting in a shortfall of $210,000.00. We recommend that the budget contained in the 2022 – 2026 Financial Plan Bylaw be amended to reflect additional funding for the Phase I Construction of the Public Works Building Renovation in the amount of $210,000.00, and that council award the Public Works Building Renovation to 478868 BC Ltd. o/a McDiarmid Construction in accordance with the tendered price of $959,133.50, plus taxes as applicable.

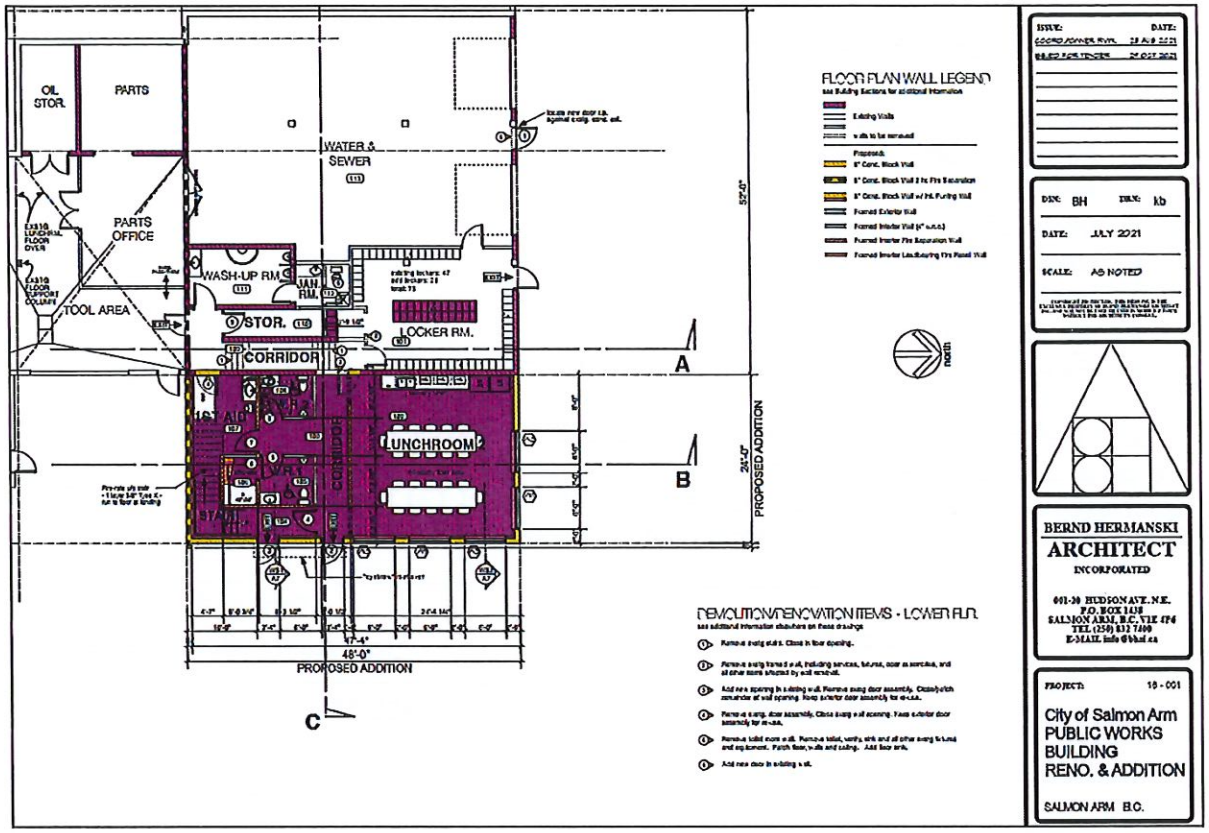
478868 BC Ltd. o/a McDiarmid Construction has completed numerous successful projects for the City of Salmon Arm.

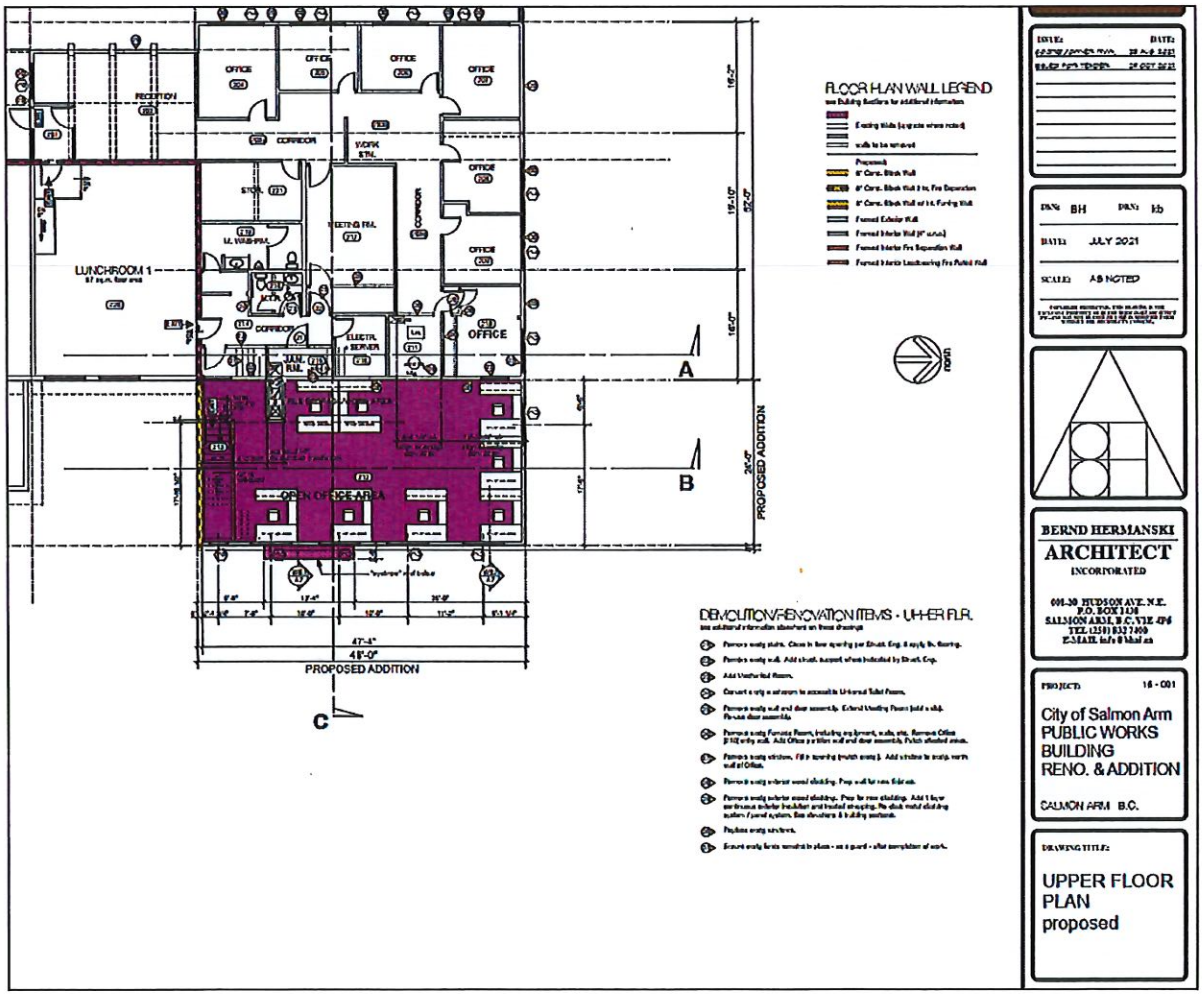
Respectfully submitted,

Robert Niewenhuizen, AScT
Director of Engineering and Public Works

cc – Chelsea Van de Cappelle, CFO

CSA PUBLIC WORKS BUILDING RENOVATION





Item 9.5

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: The contract for Engineering Design Services for the Foreshore Sanitary Main Replacement (Phase 2) be awarded to Associated Engineering (BC) Ltd. for $86,572.00 plus taxes, as applicable.

Vote Record

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

Opposed:

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

CITY OF SALMONARM

File: 2021-032

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Chris Moore, Engineering Assistant

DATE: January 4, 2022

SUBJECT: **AWARD OF RFP FOR ENGINEERING SERVICES FOR FORESHORE SANITARY MAIN REPLACEMENT (PHASE 2)**

STAFF RECOMMENDATION

THAT: The proposal for Engineering Services for the Foreshore Sanitary Main Replacement (Phase 2) Design be awarded to Associated Engineering (B.C.) Ltd for $86,572.00 plus taxes, as applicable.

BACKGROUND

A Request for Proposals for Engineering Services for the Foreshore Sanitary Main Replacement (Phase 2) was issued on November 2 2021 and four (4) proposals were received on December 2, 2021.

The second phase of the Foreshore Sanitary Main Replacement includes:

- Lining (with a Cured in Place Pipe (CIPP) Lining) of approximately 780 lineal meters of 500mm (20") diameter Asbestos Concrete gravity sewer.
- Internal Reconstruction of 3 Manholes.
- Construction of 2 access roads / viewing platforms.

Due to the complexity and scale of the project, the evaluation criteria was weighted towards team experience and understanding of the project constraints and only 10% of the evaluation was based on cost.

The proposals received were evaluated using our evaluation matrix, in accordance with the criteria listed in the RFP. The following is a summary.

Company	Engineering Design	Engineering Construction Services	Total Quote	Tax	Total	Evaluation
Associated Engineering	**$86,572.00**	**$51,556.00**	**$138,128.00**	**$6,906**	**$145,034.40**	**1**
Lawson	$85,311.00	$54,643.00	$139,954.00	$6,998	$146,951.70	2
Gentech	$71,300.00	$55,505.00	$126,805.00	$6,340	$133,145.25	3
Stantec	$95,676.00	$94,729.00	$190,405.00	$9,520	$199,925.25	4

STAFF COMMENTS

We are recommending award (of design only at this time) to Associated Engineering (B.C.) Ltd for $86,572.00 plus taxes as applicable, in accordance with their proposal submitted. Although their proposal was not the lowest bid, it was the most comprehensive proposal, showing an excellent understanding of all of the constraints and requirements of this project, together with an engineering team with extensive experience in CIPP lining projects.

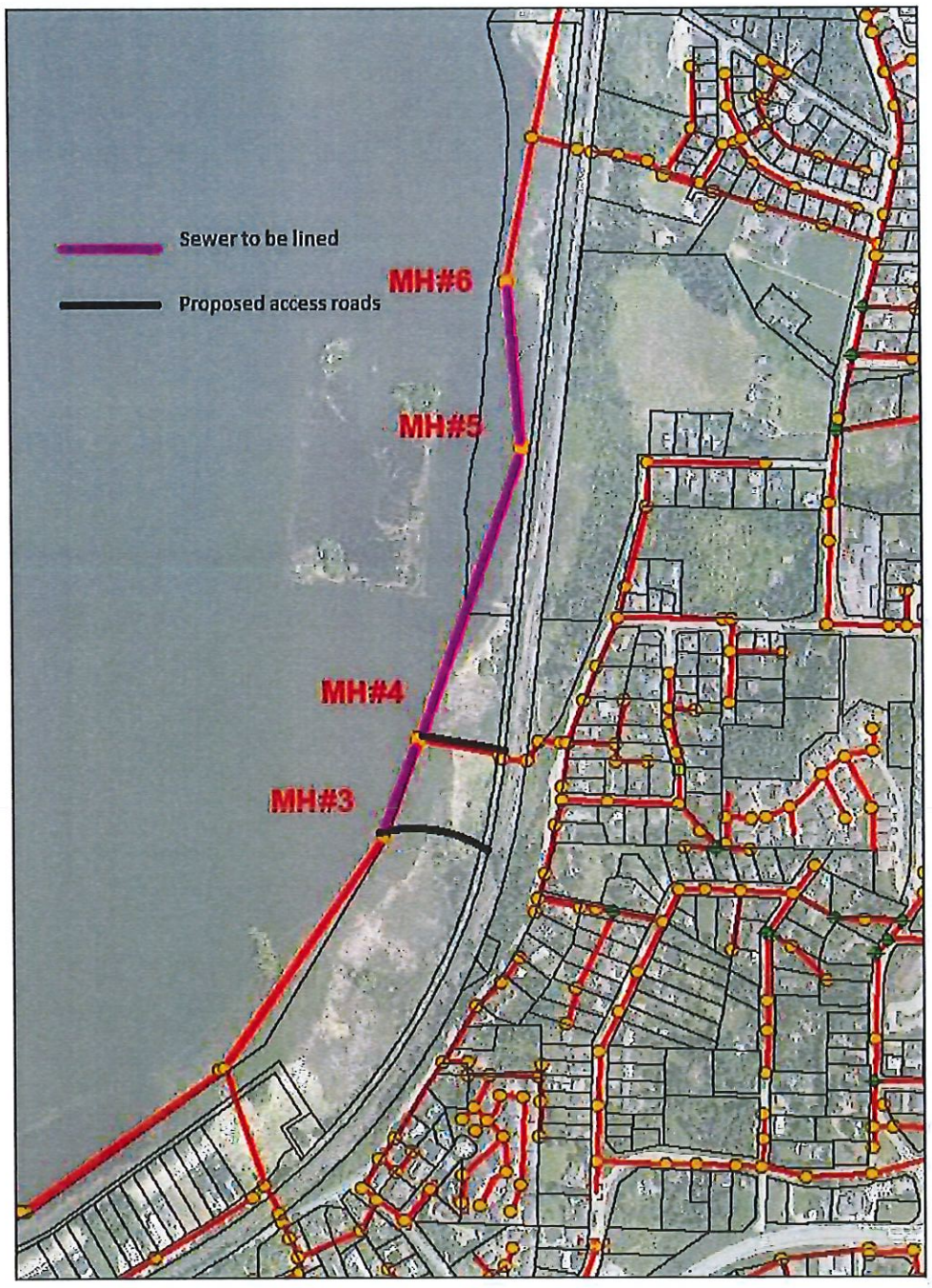
Respectfully submitted,

Robert Niewenhuizen, AScT
Director of Engineering and Public Works

X:\Operations Dept\Engineering Services\5220-CAPITAL\2021\2021-32 Sanitary Foreshore Replacement - Phase 2\2.0 Consultants\2.1 Engineer\A. RFP\HWM - 2021-32 Foreshore Sanitary Main Replacement (Phase 2) Design - Award.docx

ENG 2021-32

CITY OF SALMON ARM
ENGINEERING DEPARTMENT



CITY OF SALMONARM

RELINING OF FORESHORE SANITARY MAIN
PHASE 2

Item 10.1

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 be read a first, second and third time;

AND THAT: Council authorize the Mayor and Corporate Officer to execute a three (3) year lease agreement (April 1, 2022 to October 31, 2024) with Rick Scott dba North Okanagan Vertical Adventures for the use of 67.6 square meters of floor space in the Shuswap Regional Airport (Salmon Arm) terminal building for a monthly rent of $628.00 plus GST for the main floor area and $628.00 plus GST for the basement floor area subject to *Community Charter* notification requirements and adoption of Salmon Arm Fee for Service Amendment Bylaw No. 4491.

[Airport User Fees]

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

TO: His Worship Mayor Harrison and Council

DATE: January 5, 2022

SUBJECT: Airport Terminal Building Lease and Fee for Service Bylaw Amendment

MOTION FOR CONSIDERATION:

THAT: Bylaw No. 4491, cited as "City of Salmon Arm Fee for Service Amendment Bylaw No. 4491" be read a first, second and third time.

AND THAT: Council authorize the Mayor and Corporate Officer to execute a three (3) year lease agreement (April 1, 2022 to October 31, 2024) with Rick Scott dba North Okanagan Vertical Adventures for the use of 67.6 square meters of floor space in the Shuswap Regional Airport (Salmon Arm) terminal building for a monthly rent of $628.00 plus GST for the main floor area and $628.00 plus GST for the basement floor area subject to *Community Charter* notification requirements and adoption of Salmon Arm Fee for Service Amendment Bylaw No. 4491.

BACKGROUND

Rick Scott (North Okanagan Vertical Adventures) has been operating a sky diving business at the Shuswap Regional (Salmon Arm) Airport since 2013. He has requested to renew his agreement to rent the Terminal Building for another term and the Shuswap Regional Airport Safety and Operations Committee have no concerns.

Fee for Service Amendment Bylaw No. 4491 (attached as Appendix A) will increase the fees for 2022 to $628.00 plus GST for office space on the main floor and $628.00 plus GST for storage space in the basement from $612.00 plus GST for each space in the previous year. This represents an increase equivalent to BC CPI. Annual increases equivalent to BC CPI will also be applied in 2023 and 2024.

Once Fee for Service Amendment Bylaw No. 4491 has been adopted, staff will advertise in accordance with Community Charter requirements and a new agreement will be executed with NOVA.

Respectfully submitted,

Erin Jackson
Director of Corporate Services

CITY OF SALMON ARM

BYLAW NO. 4491

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

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

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

1. Appendix 1 Schedule "B" - Airport User Fees - Terminal Building of "District of Salmon Arm Fee for Service Bylaw No. 2498" is hereby deleted in its entirety and replaced with Appendix 1 Schedule "B" - Airport User Fees - Terminal Building, 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 effective upon adoption.

5. CITATION

   This bylaw may be cited as **"City of Salmon Arm Fee for Service Amendment Bylaw No. 4491".**

READ A FIRST TIME THIS	DAY OF	2022
READ A SECOND TIME THIS	DAY OF	2022
READ A THIRD TIME THIS	DAY OF	2022
ADOPTED BY COUNCIL THIS	DAY OF	2022

_____

MAYOR

_____

CORPORATE OFFICER

SCHEDULE "B"

APPENDIX 1

MISCELLANEOUS FEE SCHEDULE - PUBLIC WORKS

1.	**Airport User Fees**		
	Terminal Building (Bylaw No. 4491) · per month (1 office space) Triple Net (utilities/taxes/maintenance) · per month Basement Storage Area Triple Net (utilities/taxes/maintenance)	$628.00 $628.00	plus GST plus GST

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Item 11.1

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4451 be read a final time.

[ZON-1204; Allard, D. & Wong, L./Browne Johnson Land Surveyors; 2190 6 Avenue NE; R-1 to R-4]

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: June 10, 2021

Subject: Zoning Bylaw Amendment Application No. 1204

Legal:	Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13789
Civic Address:	2190 – 6 Avenue NE
Owner	Allard, David & Wong, Lindsay
Applicant:	Browne Johnson Land Surveyors

STAFF RECOMMENDATION

THAT: **A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13789 from R1 (Single Family Residential Zone) to R4 (Medium Density Residential Zone);**

AND THAT: **Final reading of the zoning amendment bylaw be withheld subject to removal of two shipping containers from the property;**

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

PROPOSAL

The subject parcel is located at 2190 – 6 Avenue NE (Appendices 1 & 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to R4 (Medium Density Residential) in order to facilitate a two lot subdivision.

The proposed subdivision plan can be seen attached as Appendix 3.

BACKGROUND

The parcel is designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendices 4 & 5).

The subject property is located within the urban containment boundary in a neighbourhood consisting largely of single family residential properties with some medium density residential, recreational, and institutional uses scattered throughout the area. Further north, a variety of commercial uses are located along the Trans-Canada Highway.

The subject property is double fronting with driveway access from 5 Avenue NE, as well as a driveway and addressing from 6 Avenue NE. Land uses directly adjacent to the subject property include the following:

North:	Single Family and Medium Density Residential/ 6 Avenue NE/ Turner Creek Trail	Zoned R1, R4, and P1
South:	Single Family Residential/ 5 Avenue NE	Zoned R1 and CD7
East:	Single Family Residential/ Orchard Grove Strata	Zoned R1, R4 and P1
West:	Single Family Residential	Zoned R1 and R4

The total area of the property is approximately 0.20 ha (1,998 m^2) and it currently contains a single family dwelling with an attached carport, as well as two shipping containers. At this time, the applicant has only advised that the property owner is interested in rezoning the property to R4 as part of the two lot subdivision applied for along with this application. They have not advised of a specific development proposal for either of the proposed lots.

As shown on the proposed subdivision plan one lot would be 1,324 m^2 (Remainder Lot 1) in area and one would be 600.2 m^2 in area.

Site photos are attached as Appendix 6.

COMMENTS

Ministry of Transportation and Infrastructure

MOTI has given preliminary approval of this Zoning Amendment Bylaw. Pursuant to Section 52(3)(a) of the *Transportation Act,* final MOTI approval will be required after third reading and prior to adoption. MOTI has not cited any concerns with this proposal.

Engineering Comments

The Engineering Department has no concerns with this rezoning and recommends approval. Appendix 7 attached details servicing requirements. The applicant received a copy of the Engineering Servicing Report on June 9, 2021.

The report notes road dedication requirements and improvements upgrading both frontages to an Urban Local Road and Urban Local Paved Road standard. These standards will require upgrades including curb and gutter, sidewalk, boulevard, and street lighting. Further to these improvements, the owners will also be responsible for extending the water main along the east side of the property to adequately service both proposed lots.

Depending on the specific proposal, these requirements could be triggered at various stages of development. Below are three different scenarios and when the servicing requirements would be triggered for each:

- Under the current proposal, these requirements are triggered at the subdivision stage regardless of whether or not the R4 rezoning is granted.
- If this R4 rezoning moved forward and the subdivision did not, these requirements would then be triggered at the development permit stage (if applicable) or at the building permit stage where a development permit is not required.
- If neither the subdivision nor the rezoning move forward, servicing requirements would be triggered at the building permit stage. No development permit would be required since the R1 zone does not permit multifamily development.

Building Department

Geotechnical review required due to known clay soils.

Fire Department

No concerns.

Planning Department

OCP Policy:
This property is designated Medium Density Residential (MR) in the OCP which aligns with R4 zoning. OCP Policy 8.3.11 supports all forms of residential housing under this designation, stipulating a density of 40 units/ha for medium density development, 50 units/ha for multiple family housing when special social and/or public amenity regulations are met, and up to 80 units/ha for Assisted Living Housing.

Density:
Applying a density of 40 units/ha to the proposed lots, proposed Remainder Lot 1 (northern lot) could have up to five dwelling units and proposed Lot 1 (southern lot) could have up to two dwelling units. Table 2 under the R4 zone allows increased density for applicable special amenities such as rental units, affordable rental units, and commercial daycares (see Appendix 8 for R4 regulations).

Taking into consideration possible siting constraints and zoning regulations discussed later in this report, staff feel that it would be challenging to fit the maximum permitted density on either of these proposed lots.

Development Permit:
A Residential Development Permit is required for all land located within the Medium and High Density Residential designated areas where a residential development proposal consists of more than two dwelling units or where a proposed duplex is part of a multifamily development. Since the R4 zone permits different forms of residential development, staff will confirm whether a development permit is required at the building permit stage or when more information is received about a development proposal.

Zoning Regulations:
Based only on lot size, the proposed northern lot (Rem 1) would be large enough to accommodate any of the uses listed under the R4 zone at 1,324m^2. The southern lot (Lot 1), at 600.2m^2, could only accommodate a single family dwelling or a duplex, both of which are permitted uses under the R4 zone. Under the current R1 zoning, the proposed lot areas and widths would also accommodate this two lot subdivision.

Site constraints and other zoning regulations such as parcel coverage, setbacks, floor area ratio, and parking may further restrict the type of development that could occur on these lots. In particular, staff note that the northern portion of the property (fronting 6 Avenue NE) has a steep bank leading to the existing house which could impact development potential of proposed Rem 1. The need for road dedication for both 5 Avenue NE and 6 Avenue NE at the subdivision stage will also further reduce proposed lot sizes which will again influence the type of development that can actually occur on each proposed lot.

Staff note that two shipping containers currently on the property will need to be removed prior to approval of this zoning amendment bylaw as shipping containers are not a use permitted within any residential zone. Shipping containers may be used temporarily in a residential zone for storage, only when associated with an active building permit.

Parking requirements will depend on the development proposal. Single family dwellings and duplexes require two spaces per unit, while a multi-family buildings of three units or greater would require only 1.5 spaces per unit.

Besides the above noted shipping containers, it appears the existing residence would meet R4 zoning regulations, including setbacks from the proposed new lot line between Rem 1 and Lot 1. For any new development, compliance will need to be confirmed at the building permit or development permit stage.

Access:
The property currently has two driveway accesses, one fronting 5 Avenue NE and one fronting 6 Avenue NE. Access from 5 Avenue NE has already been established through a paved driveway and currently appears to be the main route of access for the existing residence. This part of the property is flat so staff do not have concerns with this being used as access for a potential new single family dwelling or duplex on proposed Lot 1. However, access from 6 Avenue NE is steep and narrow. Depending on the proposal for Rem 1, upgrades may be required to this access at the development permit or building permit stage.

If future development of proposed Rem Lot is to be accessed via 5 Avenue NE, the developer would need to acquire an access easement over proposed Lot 1.

Geotechnical:
The property is known to have clay soil and a steep slope. Geotechnical concerns will be addressed as part of the subdivision process.

Conclusion:
Staff feel that this large city lot within the urban containment boundary is a suitable location for either low or medium density residential development. The R4 zone provides the greatest flexibility for future residential development but note that density will largely be constricted due to site conditions. Note that additional requirements may need to be met depending on a specific development proposal and could be addressed when more details regarding site planning and a specific use are known.

Prepared by: Brenda Kolenbrander
Planner

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

Appendices:
Appendix 1 – Location Map
Appendix 2 – Subject Property Map
Appendix 3 – Subdivision Sketch Plan
Appendix 4 – OCP Map
Appendix 5 – Zoning Map
Appendix 6 – Site Photos
Appendix 7 – Engineering Servicing Report
Appendix 8 – R4 Zoning Regulations

APPENDIX 1

Location Map

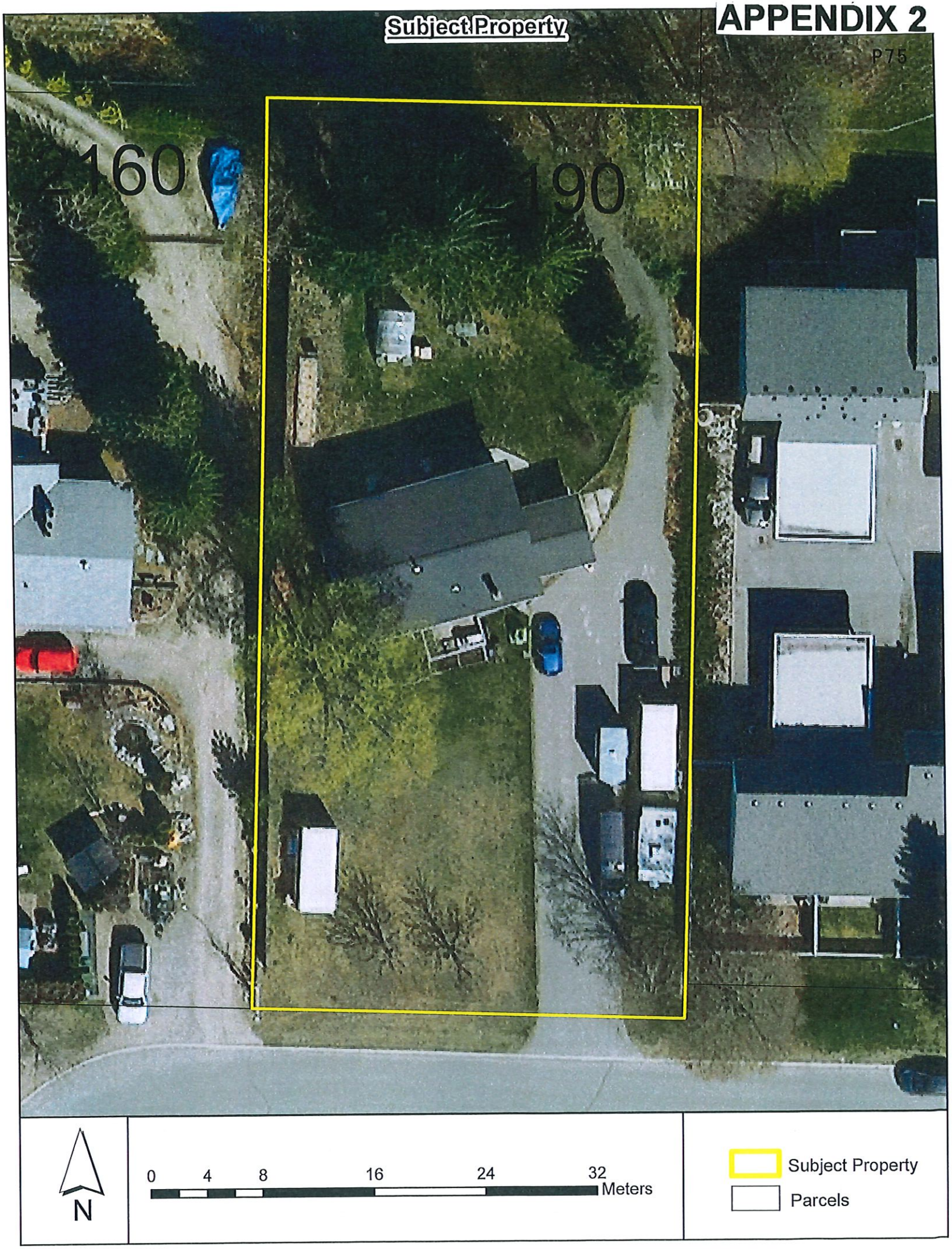
N

0 12.5 25 50 75 100 Meters

Subject Property

Parcels

APPENDIX 2


Subject Property
P75
160
190
N
0
4
8
16
24
32
Meters
Subject Property
Parcels

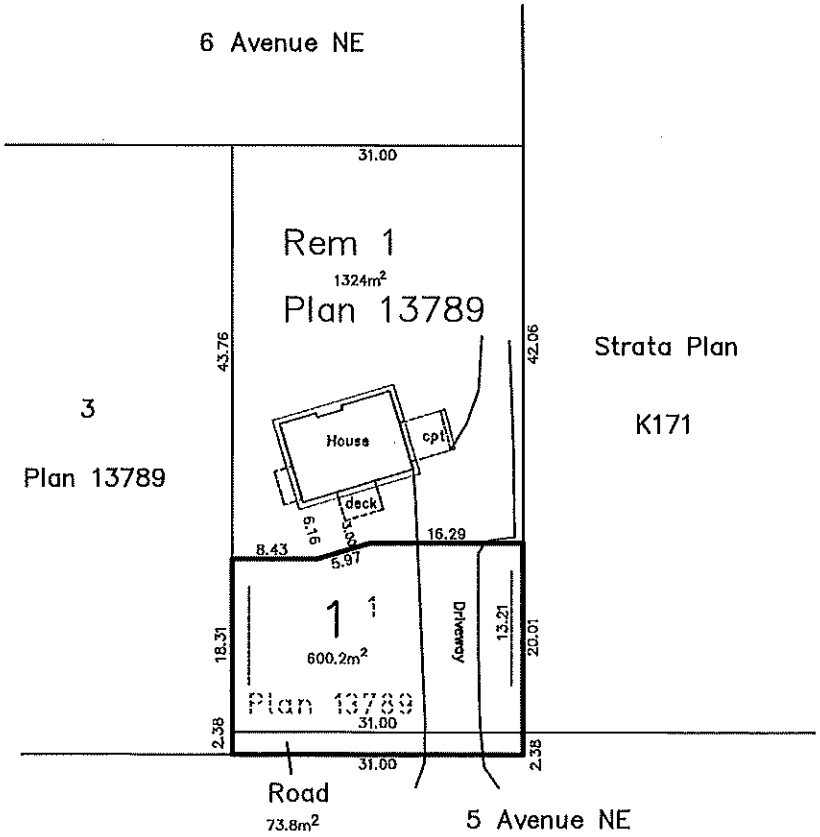
APPENDIX 3

Sketch Plan of Proposed Subdivision of Part of Lot 4, Sec 13, Tp 20, Rge 10, W6M, KDYD, Plan 13789

Scale 1:500

10 5 0 10 20 30 40 50

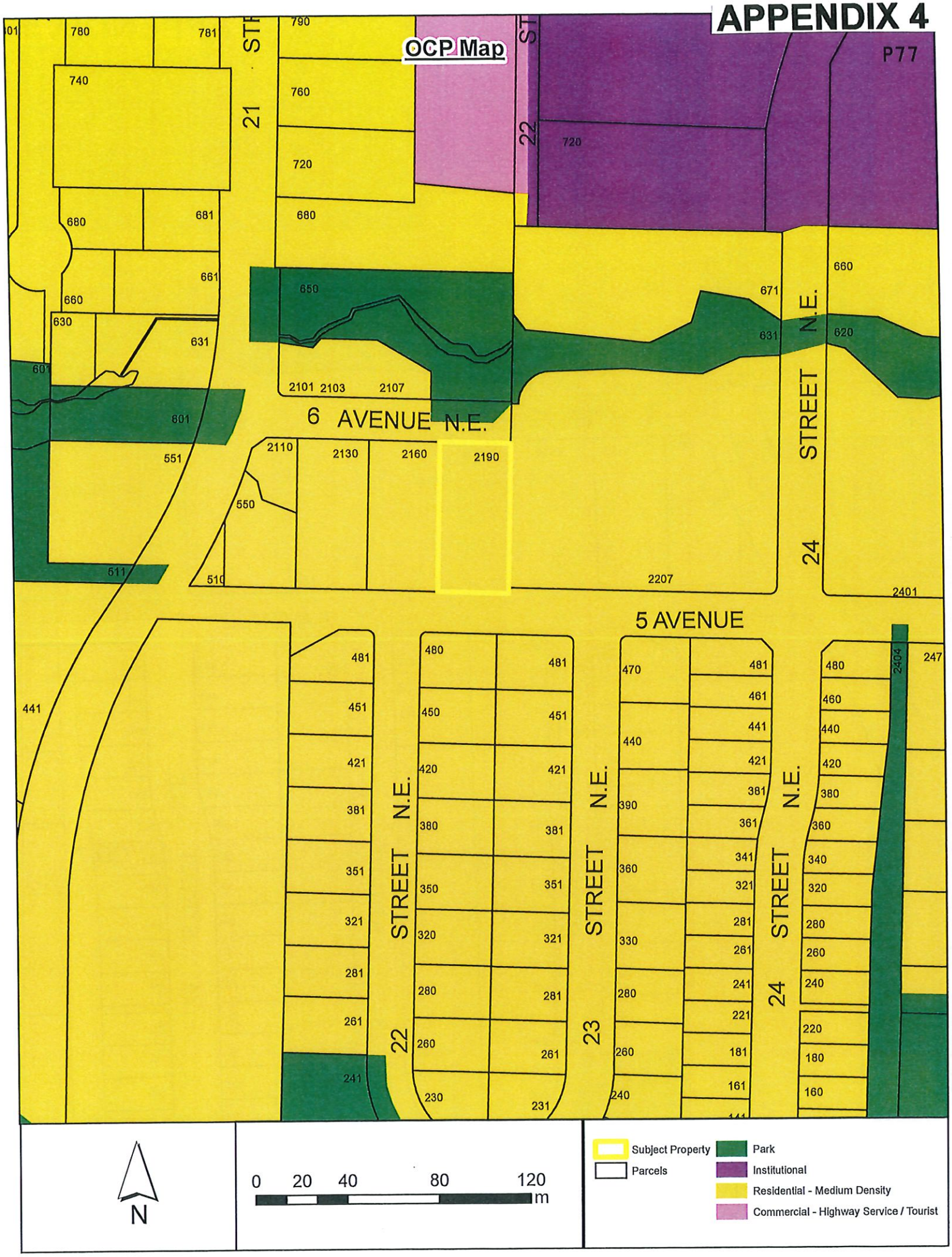
All distances are in metres.
The intended plot size of this plan is 280mm in width by 432mm in height (B size) when plotted at a scale of 1:500



date

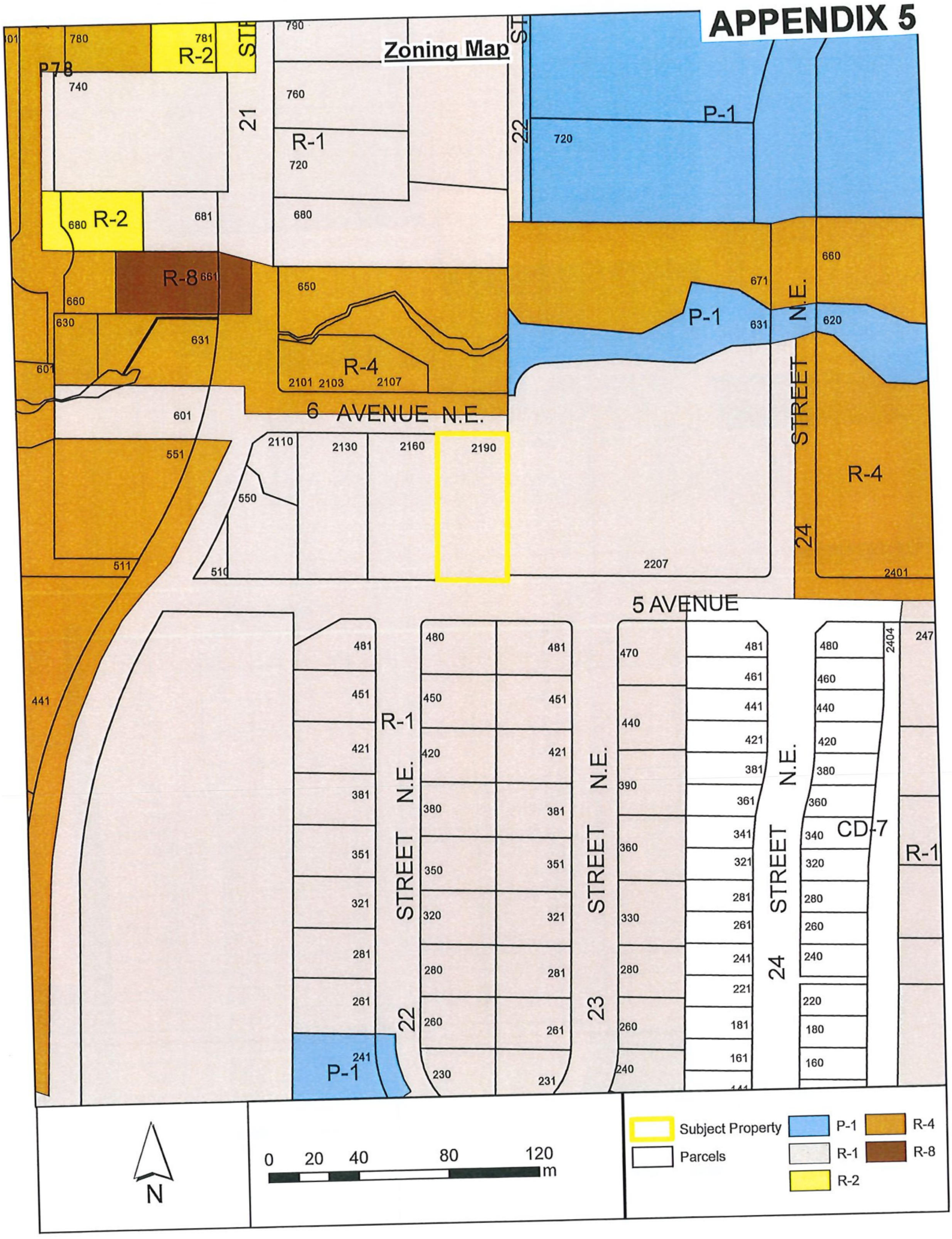
BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. 250-832-9701
File: 464-20 464-20.raw

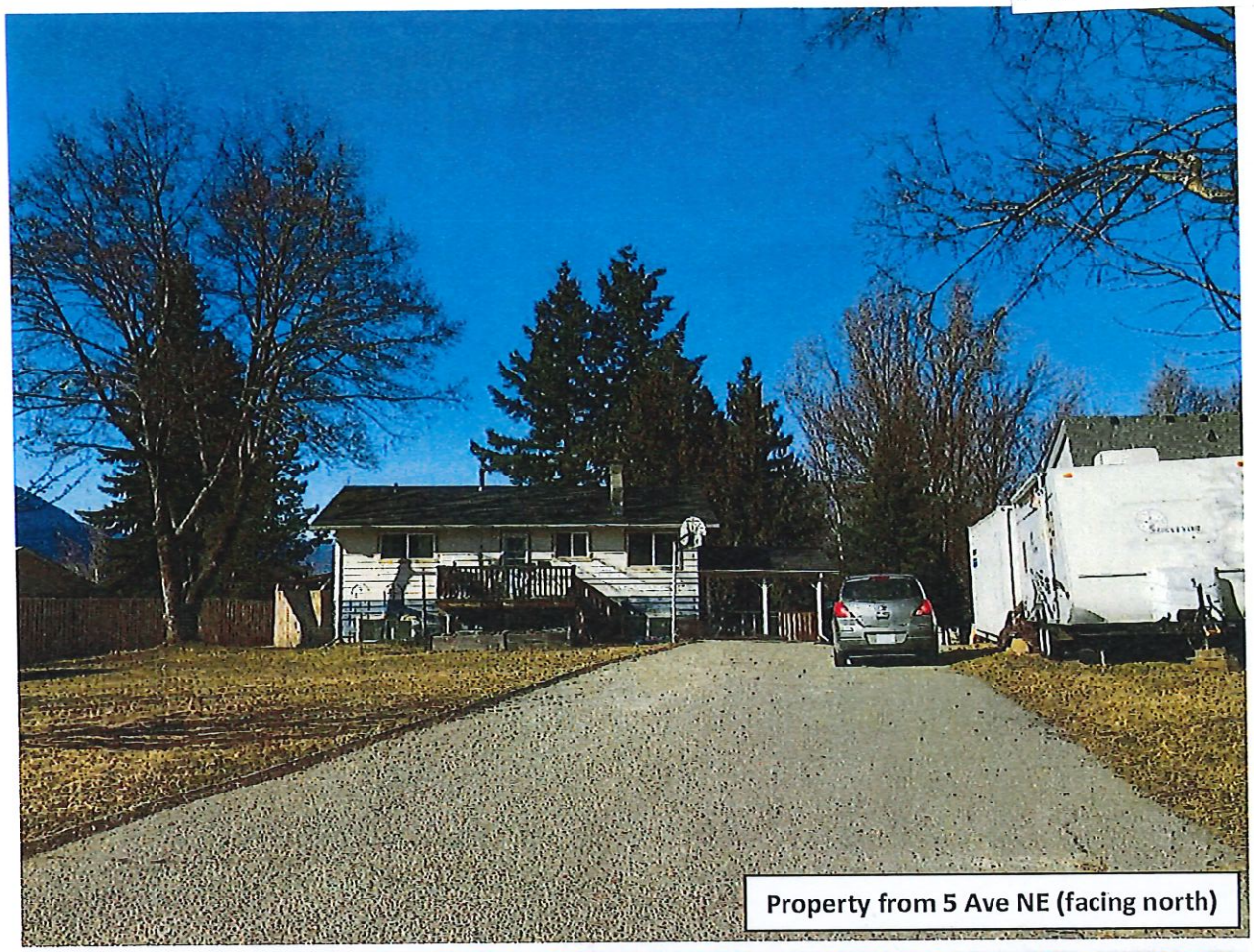
APPENDIX 4



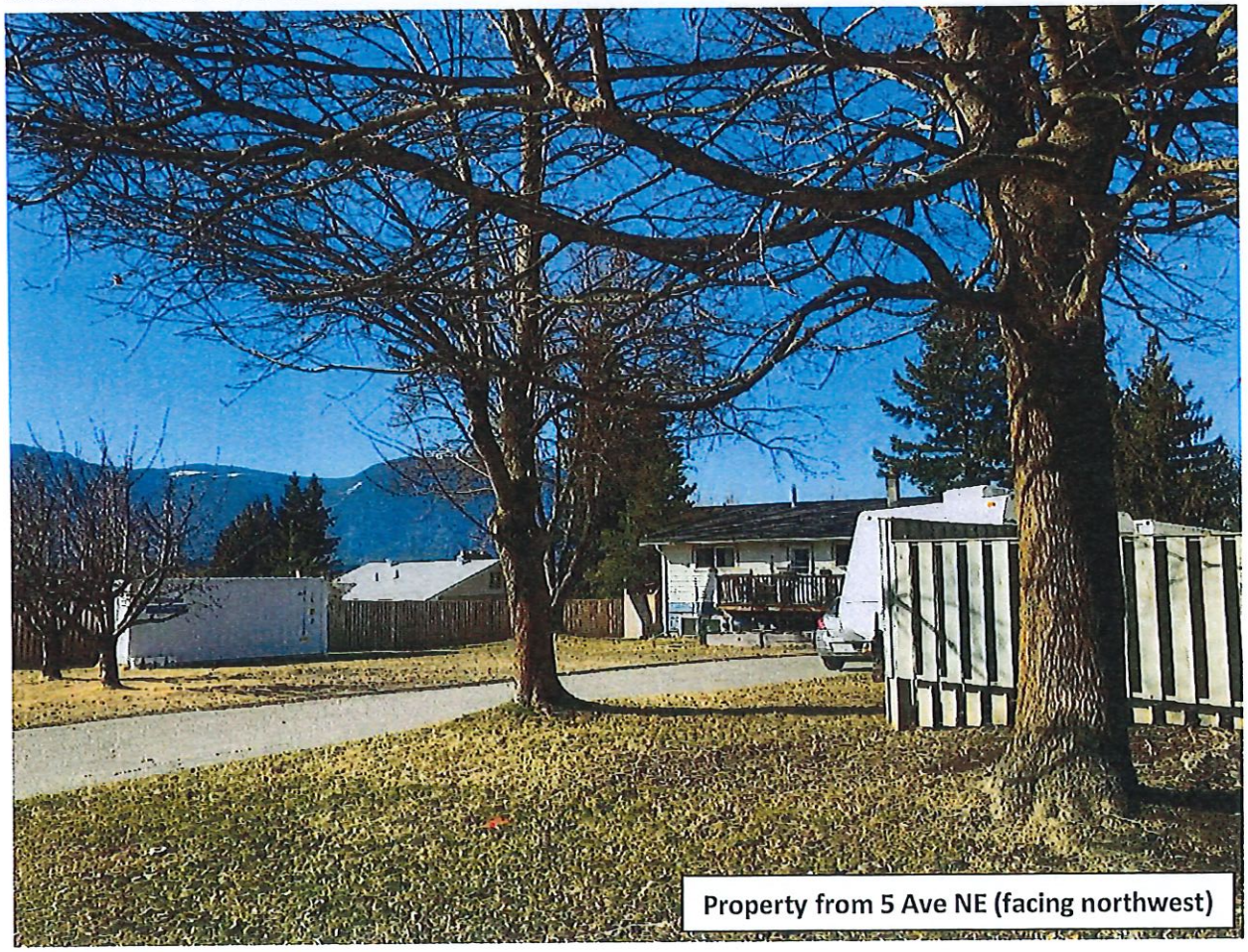
OCP Map
P77
6 AVENUE N.E.
5 AVENUE
21 STREET N.E.
22 STREET N.E.
23 STREET N.E.
24 STREET N.E.
N
0 20 40 80 120 m
Subject Property
Parcels
Park
Institutional
Residential - Medium Density
Commercial - Highway Service / Tourist

APPENDIX 5

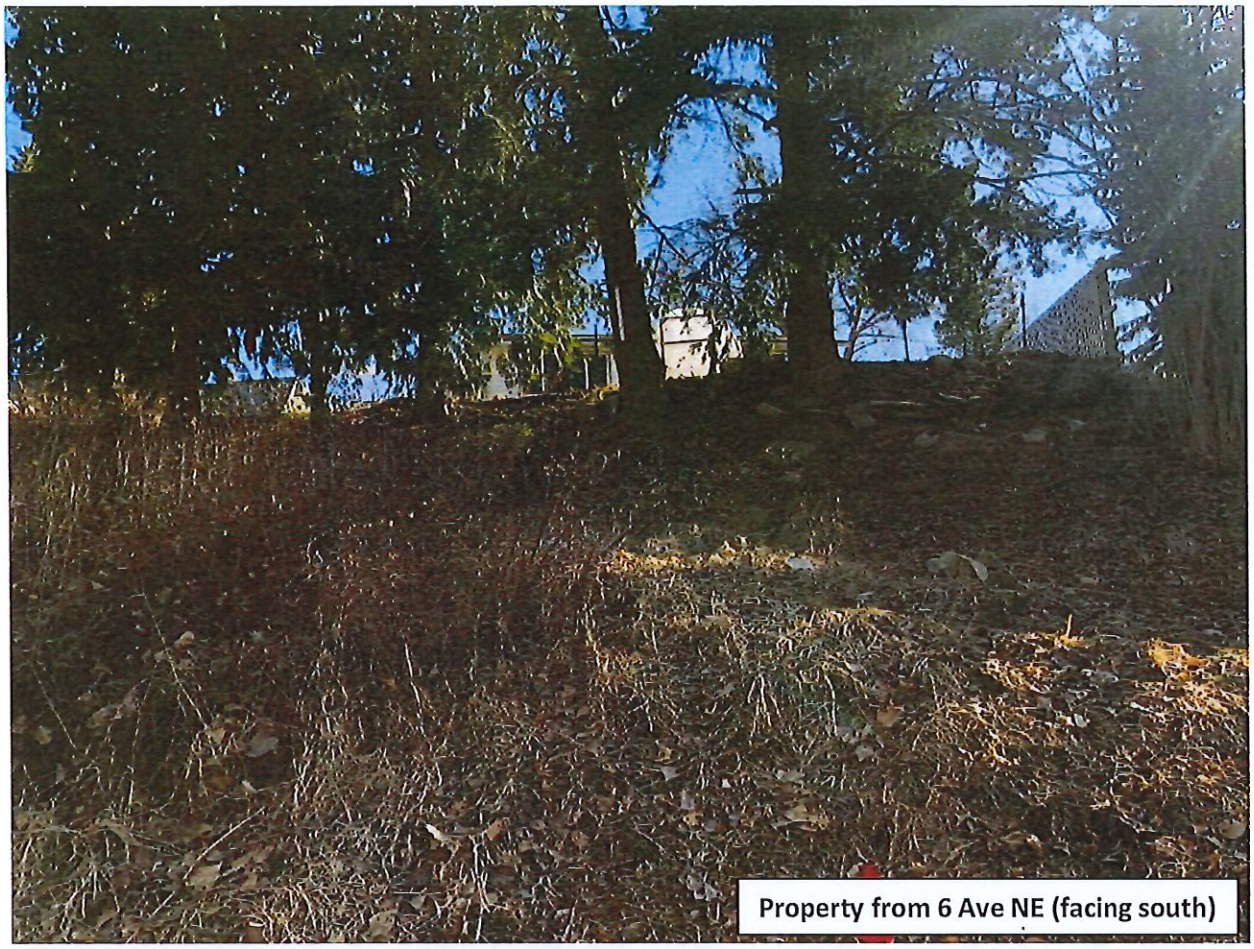

Zoning Map
R-2
R-1
R-8
R-4
P-1
CD-7
6 AVENUE N.E.
5 AVENUE
21 STREET N.E.
22 STREET N.E.
23 STREET N.E.
24 STREET N.E.
N
0 20 40 80 120 m
Subject Property
Parcels
P-1
R-1
R-2
R-4
R-8



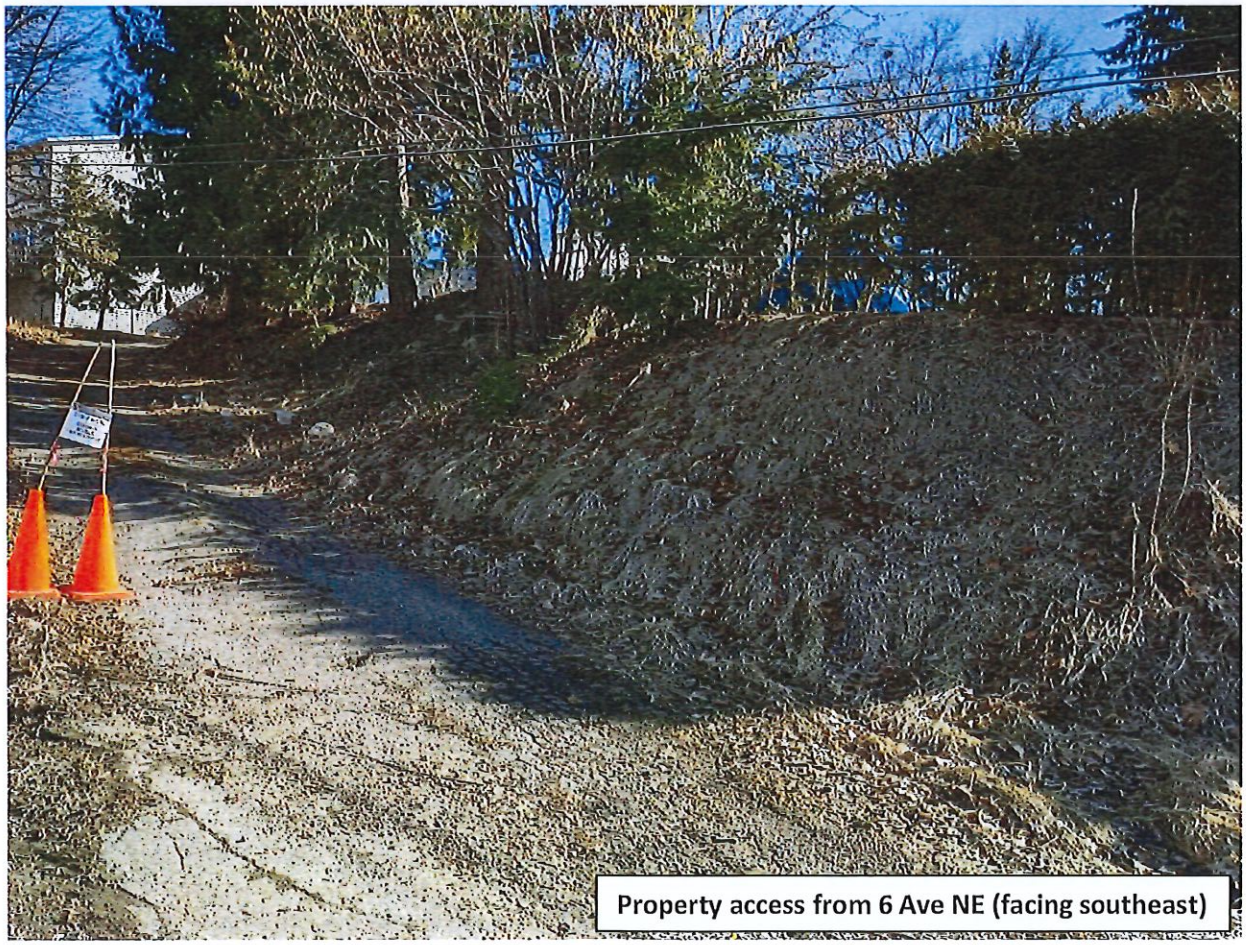
Property from 5 Ave NE (facing north)



Property from 5 Ave NE (facing northwest)



Property from 6 Ave NE (facing south)



Property access from 6 Ave NE (facing southeast)

CITY OF SALMONARM

Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	June 8, 2021
PREPARED BY:	Matt Gienger, Engineering Assistant
OWNER:	**D. Allard & L. Wong**
APPLICANT:	**Browne Johnson Land Surveyors**
SUBJECT:	**SUBDIVISION APPLICATION NO. 21.04** **ZONING AMENDMENT APPLICATION NO. 1204**
LEGAL:	Lot 4, Section 13, Township 20, Range 10, W6M KDYD, Plan 13789
CIVIC:	**2190 6 Avenue NE**

Further to your referral dated March 16, 2021, we provide the following servicing information.

Engineering Department does not have any concerns related to the Re-zoning Amendment and recommends approval.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.

2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.

3. This proposed subdivision is approximately 1992 m2 in area and is therefore not exempt from frontage improvements under Subdivision and Development Servicing Bylaw No. 4163, Section 5.4. (maximum 1800 m2 for R1 zoning).

4. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.

5. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.

6. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.

7. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.

8. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement or relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.

9. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as parking lot design, underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

10. For the on-site development, prior to commencement the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.

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

Roads / Access:

1. 5 Avenue NE, on the subject property's southern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that approximately 2.43m of additional road dedication is required (to be confirmed by a BCLS).

2. 5 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Paved Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, curb & gutter, separated sidewalk, boulevard construction, street lighting and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

3. 6 Avenue NE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 18.0m road dedication (9.0m on either side of road centerline) and dedication for cul-de-sac. Available records indicate that additional road dedication is required for portion of cul-de-sac (to be confirmed by a BCLS). Cul-de-sac dedication may be offset to the north, to allow less dedication required from subject property (subject to engineer's design and City Engineer's approval).

4. 6 Avenue NE is currently constructed to an Interim Local Road standard. Upgrading to a modified Urban Paved Local Road standard is required, in accordance with Specification Drawing No. RD-1, with Cul-de-Sac construction in accordance with Specification Drawing No. RD-10 (which may be offset; see above). 3.0m wide multi-use-path construction instead of sidewalks will apply to both Specification Drawings. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, separated multi-use-path, boulevard construction, street lighting, fire hydrant, street drainage and hydro and telecommunications. Owner / Developer is responsible for all associated costs.

5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.

6. Only 1 access will be permitted onto 5 Avenue NE for proposed lot and only 1 access will be permitted onto 6 Avenue NE for remaining lot. Owner / Developer responsible for all associated costs.

7. Design and construction of multi-use-path on 6 Ave NE to incorporate a tie in to existing trail from the east.

Water:

1. The subject property fronts a 150mm diameter Zone 2 watermain on 5 Avenue NE. No upgrades will be required at this time.

2. The subject property fronts a 100mm diameter Zone 2 watermain on 6 Avenue NE. Upgrading this watermain to 150mm is required as per the SDSB. Owner / Developer's engineer to determine appropriate hydrant location. Upgrading water main upstream of hydrant location is required. Owner / Developer is responsible for all associated costs.

3. Dead end watermains are to be avoided whenever possible; therefore, connecting the water main between 6 Avenue NE and 5 Avenue NE is required along the eastern extent of the subject property, within a 3.0m Right of Way. Owner / Developer is responsible for all associated costs.

4. Records indicate that the existing property is serviced by a 12mm service from the 100mm diameter watermain on 6 Avenue NE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. Water meter will be provided at subdivision. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

5. The proposed parcel is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.

6. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).

7. Fire protection requirements to be confirmed with the Building Department and Fire Department.

8. Current Fire Hydrant spacing on 6 Ave NE exceeds maximum spacing of 90m for medium density residential zoning (proposed). Fire hydrant installation will be required on 6 Avenue NE. Owner / Developer is responsible for all associated costs.

9. Current Fire hydrant spacing on 5 Ave NE meets spacing requirements for medium density residential zoning.

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 6 Avenue NE. No upgrades will be required at this time.

2. The subject property does not front a sanitary sewer on 5 Avenue NE. All adjacent properties are currently connected to sanitary mains outside of the subject parcel's 5 Avenue frontage; therefore, no extension of sanitary main on 5 Avenue NE is required at this time.

3. The proposed parcel is to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. A private easement is required on the remaining parcel to allow service to 6 Avenue NE, minimum 3.0m wide. Owner / Developer is responsible for all associated costs.

4. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

5. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 6 Avenue NE. No upgrades required at this time.

Drainage:

1. The subject property does not front on an enclosed stormwater system. Turner Creek to the north of 6 Avenue NE may be considered for possible stormwater disposal if needed and proven safe by ISMP and approved by any other applicable governing agencies.

2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.

3. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.

4. Where discharge into Turner Creek is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Geotechnical:

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

Matt Gienger
Engineering Assistant

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

SECTION 9 - R-4 - MEDIUM DENSITY RESIDENTIAL ZONE

Purpose

9.1 The purpose of the R-4 Zone is to provide for medium *density*, *multiple family* and small lot *single family* residential developments. New *multiple family* developments zoned R-4 shall be required to obtain a *Development Permit* as per the requirements of the *Official Community Plan*, and shall comply with the provisions of the ***Fire Services Act***, ***British Columbia Building Code***, and other applicable legislation. #289, #3740

Regulations

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

Permitted Uses

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

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

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

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

Minimum Parcel Area

9.7

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

P86

Minimum Parcel Width

9.8

.1 The minimum *parcel width* shall be 30.0 metres (98.5 feet). #3740

.2 Notwithstanding Section 9.8.1, the minimum *parcel width* for a *single family* lot shall be 10.0 metres (32.8 feet).

.3 Notwithstanding Section 9.8.1, the minimum *parcel width* for a stacked *duplex* lot shall be 14.0 metres (45.9 feet).

.4 Nothwithstanding Section 9.8.1, the minimum *parcel width* for a side-by-side *duplex* lot shall be 20.0 metres (65.6 feet)).

Minimum Setback of Principal Buildings

9.9 The minimum *setback* of *principal buildings* from the:

.1	*Front parcel line*	
	- adjacent to a *highway* shall be	5.0 metres (16.4 feet)
	- adjacent to an *access route* shall be	2.0 metres (6.6 feet)
.2	*Rear parcel line*	
	- adjacent to a *parcel zoned* R-4 shall be	3.0 metres (9.8 feet)
	- all other cases shall be	5.0 metres (16.4 feet)
.3	*Interior side parcel line*	
	- adjacent to a *parcel zoned* R-4 shall be	1.2 metres (3.9 feet) #3475
	- all other cases shall be	1.8 metres (5.9 feet)
.4	*Exterior side parcel line*	
	- adjacent to a *highway* shall be	5.0 metres (16.4 feet)
	- adjacent to an *access route* shall be	2.0 metres (6.6 feet)
.5	Minimum separation between residential *buildings* on the same lot of not more than one storey in height shall be	1.5 metres (4.9 feet)
.6	Minimum separation between residential *buildings* on the same lot of more than one storey in height shall be	3.0 metres (9.8 feet)

.7 Notwithstanding Sections 9.9.2 and 9.9.3, a *principal building* on a corner *parcel* may be sited not less than 1.5 metres (4.9 feet) from the *rear parcel line* provided the combined total of the *rear* and interior *side yards* shall be not less than 6.0 metres (19.7 feet).

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

Minimum Setback of Accessory Buildings

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

.1	*Front parcel line* shall be	5.0 metres (16.4 feet)
.2	*Rear parcel line* shall be	1.0 metre (3.3 feet)
.3	*Interior side parcel line* shall be	0.6 metre (1.9 feet)
.4	*Exterior side parcel line* shall be	5.0 metres (16.4 feet)

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

Maximum Density

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

9.11

.1 The maximum *density* shall be a total of 40 *dwelling units* or *sleeping units* per hectare (16.2 *dwelling units* or *sleeping units* per acre). #2789

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

.3 Notwithstanding Section 9.11.1, the maximum *density* in the R-4 *Zone* may be increased to a maximum of 50 *dwelling units* per hectare (20.2 units per acre) for the provision *of Assisted Living Housing*. #4336

TABLE 2

COLUMN I SPECIAL AMENITY TO BE PROVIDED	COLUMN II ADDED DENSITY
1. Provision of each dwelling unit which caters to the disabled (e.g. wheelchair access)	□ 2 units per hectare (0.8 units per acre)
2. Provision of *commercial daycare facility* 7 - 10 children 11 - 15 children 16 or more children	 □ 3 units per hectare(1.2 units per acre) □ 4 units per hectare(1.6 units per acre) □ 7 units per hectare(2.8 units per acre)
3. Provision of below *grade* or parkade type parking for at least 50% of the required off street parking	□ 10 units per hectare (4.0 units per acre)
4. Provision of each rental *welling unit*	□ 2 units per hectare (0.8 units per acre)
5. Provision of affordable rental *dwelling units* in accordance with special agreement under Section 904 #3218	□ 5 units per hectare (2.0 units per acre)

Maximum Floor Area Ratio

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

Parking

9.13 Parking shall be required as per Appendix I.

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON-1204 [Allard, D. & Wong, L./Browne Johnson Land Surveyors; 2190 – 6 Avenue NE; R-1 to R-4]

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

Submissions were called for at this time.

D. Allard, the applicant and J. Johnson, the agent, outlined the application and were available to answer questions from Council.

L. and T. Bischke – letter received July 12, 2021 - 2190 – 6 Avenue NE Rezoning Application

E. Cook – letter received July 12, 2021 - Zoning Amendment Application for 2190 – 6 Avenue NE

Following three calls for submissions and questions from Council, the Public Hearing was closed at 9:09 p.m. and the next item ensued.

CITY OF SALMON ARM

BYLAW NO. 4451

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 as authorized by Ministerial Order M192, British Columbia, on July 12, 2021 at the hour of 7:00 p.m. was published in June 30 and July 7, 2021 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 4, Section 13, Township 20, Range 10, W6M, KDYD, Plan 13789 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone), as shown on 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. 4451"**

READ A FIRST TIME THIS	28	DAY OF	June	2021
READ A SECOND TIME THIS	28	DAY OF	June	2021
READ A THIRD TIME THIS	12	DAY OF	July	2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE 16 DAY OF July 2021

"T. KNIGHT"
For Minister of Transportation & Infrastructure

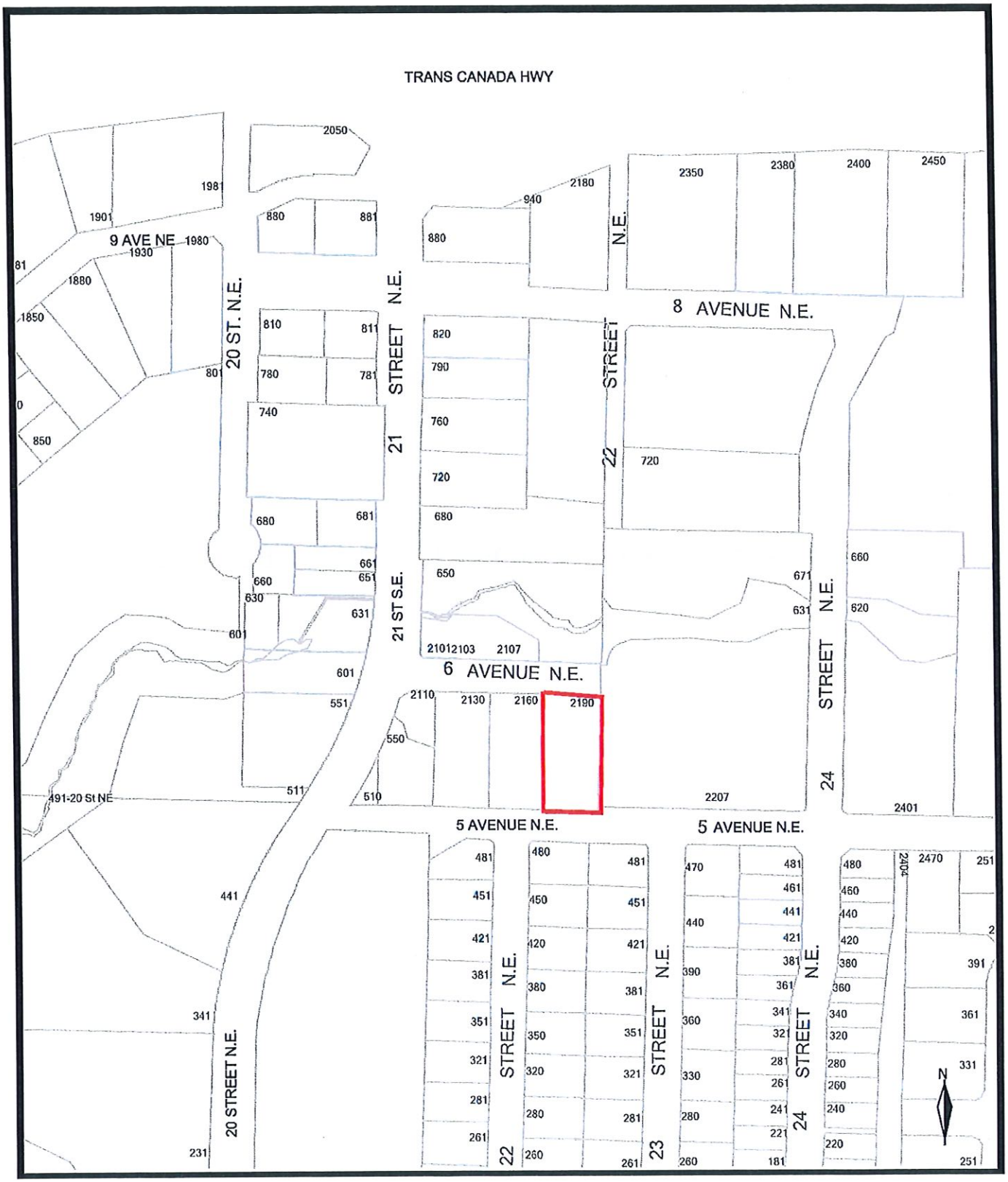
ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

City of Salmon Arm
Zoning Amendment Bylaw No. 4451

Schedule "A"



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Item 12.1

INFORMATIONAL CORRESPONDENCE - JANUARY 10, 2022

1.	Building Department - Building Statistics - December 2021	N
2.	Building Department - Building Permits - Yearly Statistics	N
3.	H. Cook - email dated December 10, 2021 - 50 Street NE	A
4.	B. Grier - email dated January 4, 2022 - Traffic problems	A
5.	J. McEwan, Salmon Arm Fall Fair Manager - letter dated December 27, 2021 - Local Festivals - Building Communities Through Arts and Heritage	A
6.	R. Ready, teacher, J.L. Jackson - letter - Flag - see www.salmonarm.ca, Agenda and Minutes for drawings	A
7.	A. Slater, General Manager, SILGA - email dated December 13, 2021 - 2022 Call for nominations / SILGA Call for Resolutions	A
8.	Shuswap Watershed Council - Council Meeting highlights December 8, 2021	N
9.	S. Dubois, Director, Science & Policy Division, BC SPCA - email dated December 13, 2021 - Thank you for helping reduce rodenticide use in B.C - let's make this change permanent	N
10.	Interior Health - Media Release dated December 24, 2021 - Stay safe as COVID-19 cases increase	N
11.	Interior Health - Media Release dated December 28, 2021 - When to get a COVID-19 test: Updated guidelines	N
12.	D. St-Aubin, Chief Executive Officer, Tree Canada - letter dated December 14, 2021	N
13.	R. Fleming, Minister of Transportation and Infrastructure - letter dated December 21, 2021 - UBCM Meeting 2021	N
14.	P. Busse, Mayor, District of Lillooet - letter dated December 15, 2021 - BC Wildfires Petition	N
15.	R. L'Esperance, Gambling Support BC Contractor - Poster for Gambling Awareness Week	N

N = No Action Required
A = Action Requested
S = Staff has Responded
R = Response Required

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Item 12.2

CITY OF SALMON ARM

Date: January 10, 2022

City of Salmon Arm Bylaw Enforcement – Year End Statistics 2021

Vote Record

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

Opposed:

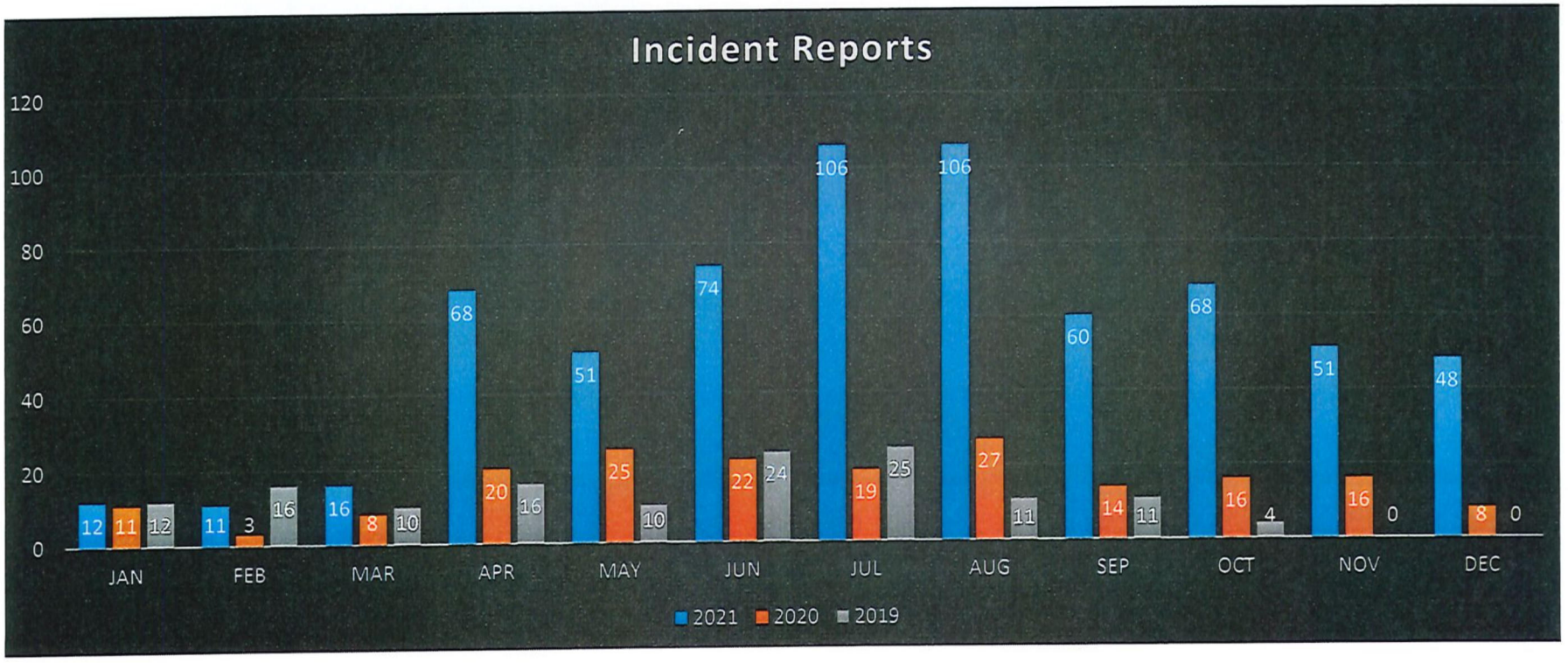
- ☐ Harrison
- ☐ Cannon
- ☐ Eliason
- ☐ Flynn
- ☐ Lavery
- ☐ Lindgren
- ☐ Wallace Richmond

CITY OF SALMON ARM

BYLAW ENFORCEMENT YEAR END STATISTICS 2021

CITY OF SALMON ARM

BYLAW ENFORCEMENT



CITY OF SALMON ARM

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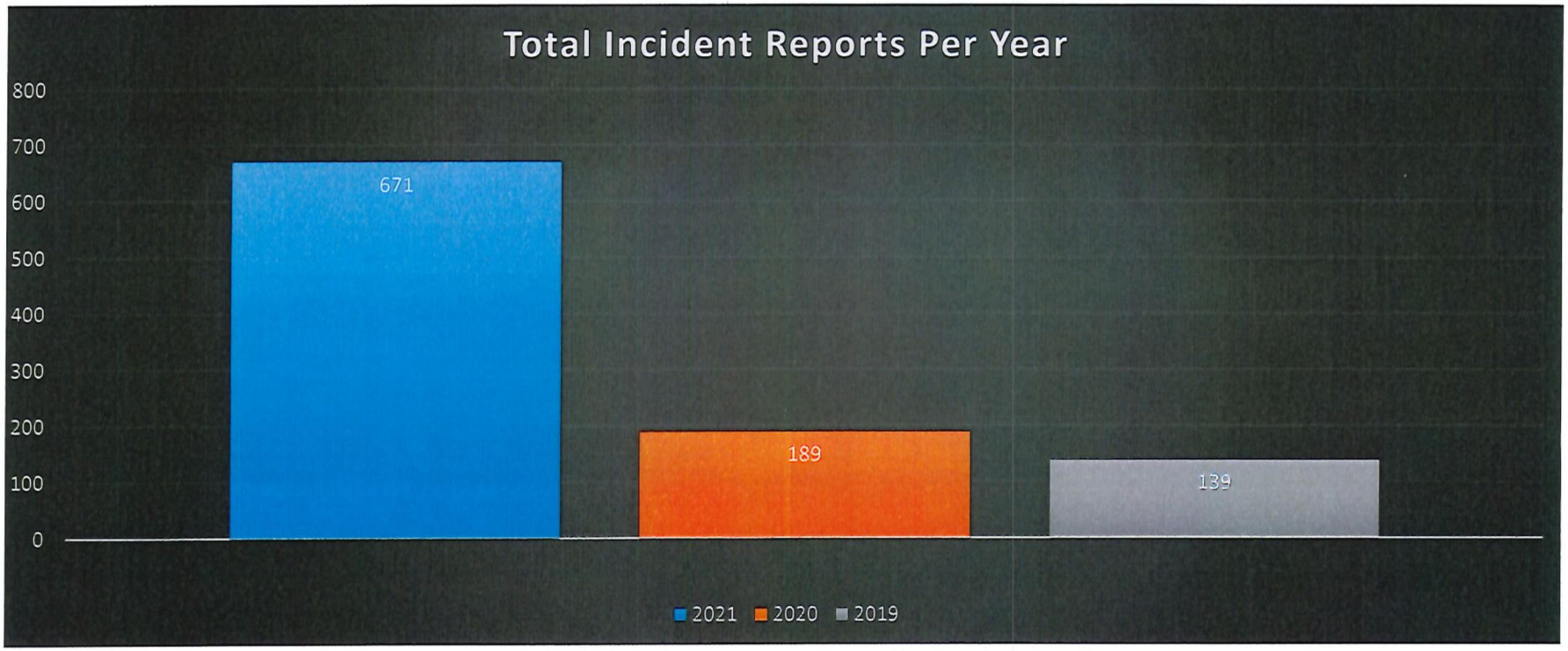

CITY OF SALMON ARM

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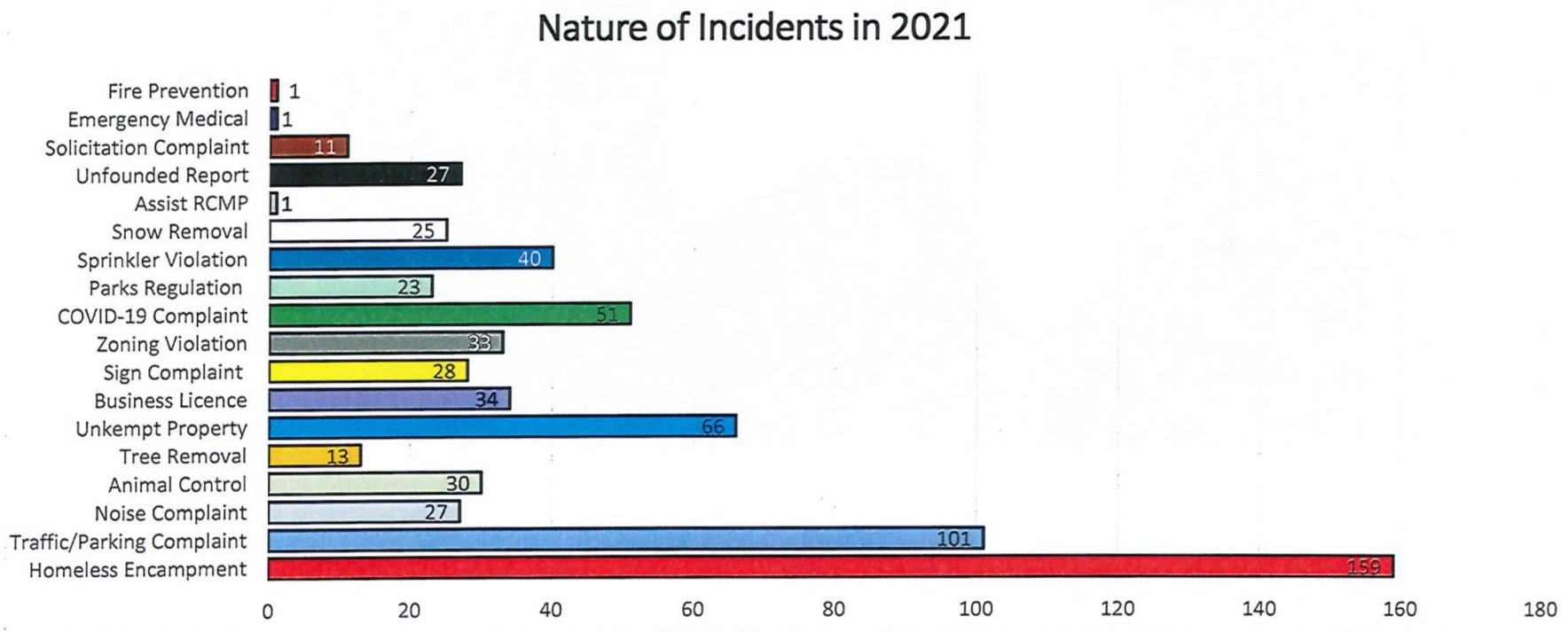

CITY OF SALMON ARM

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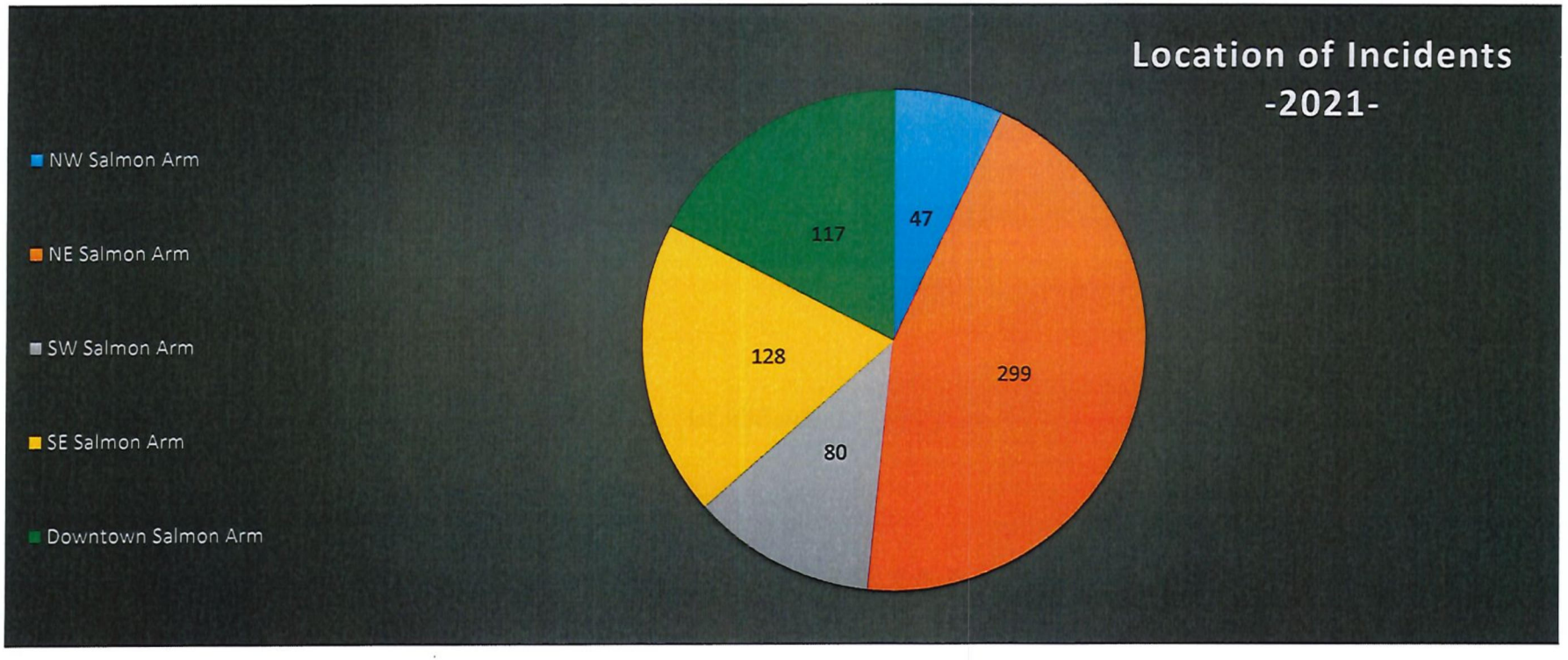

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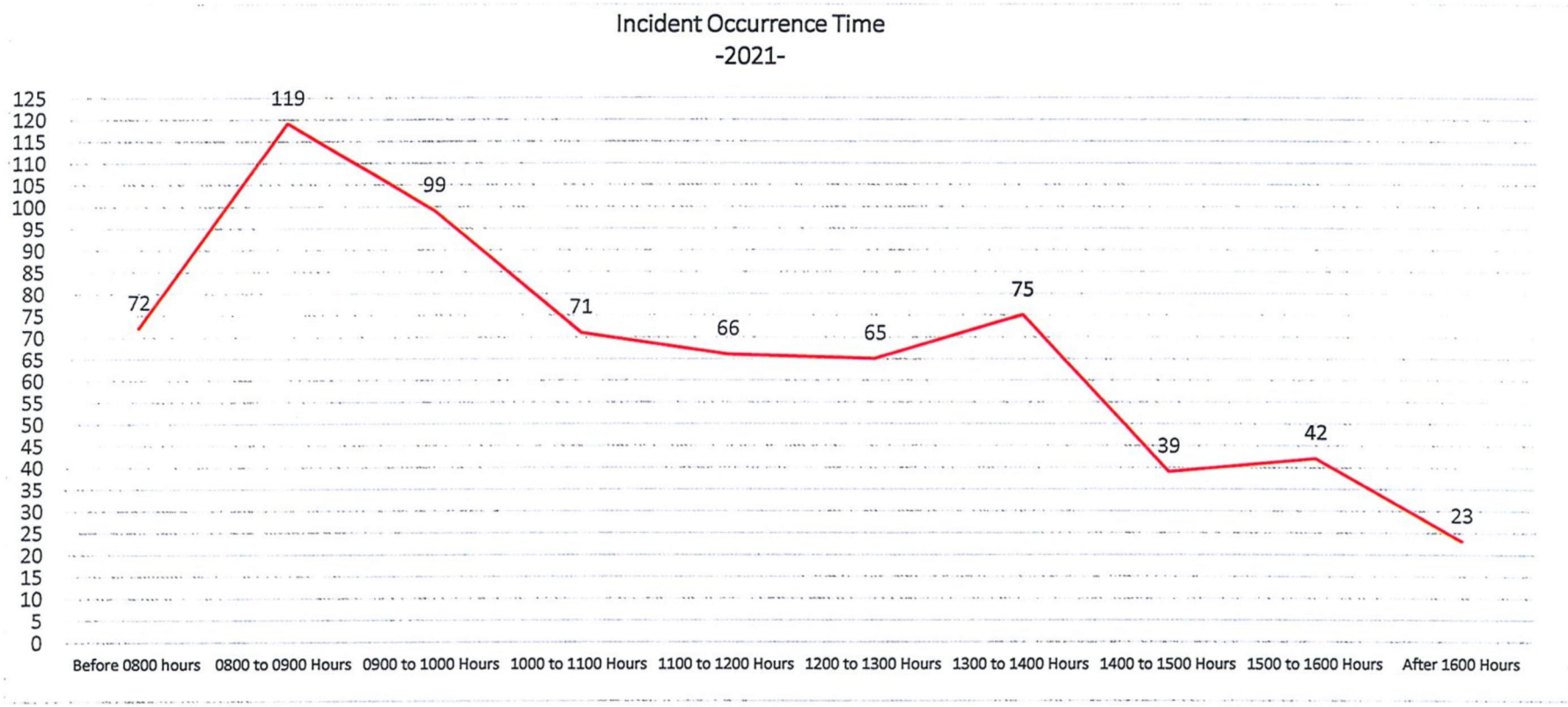

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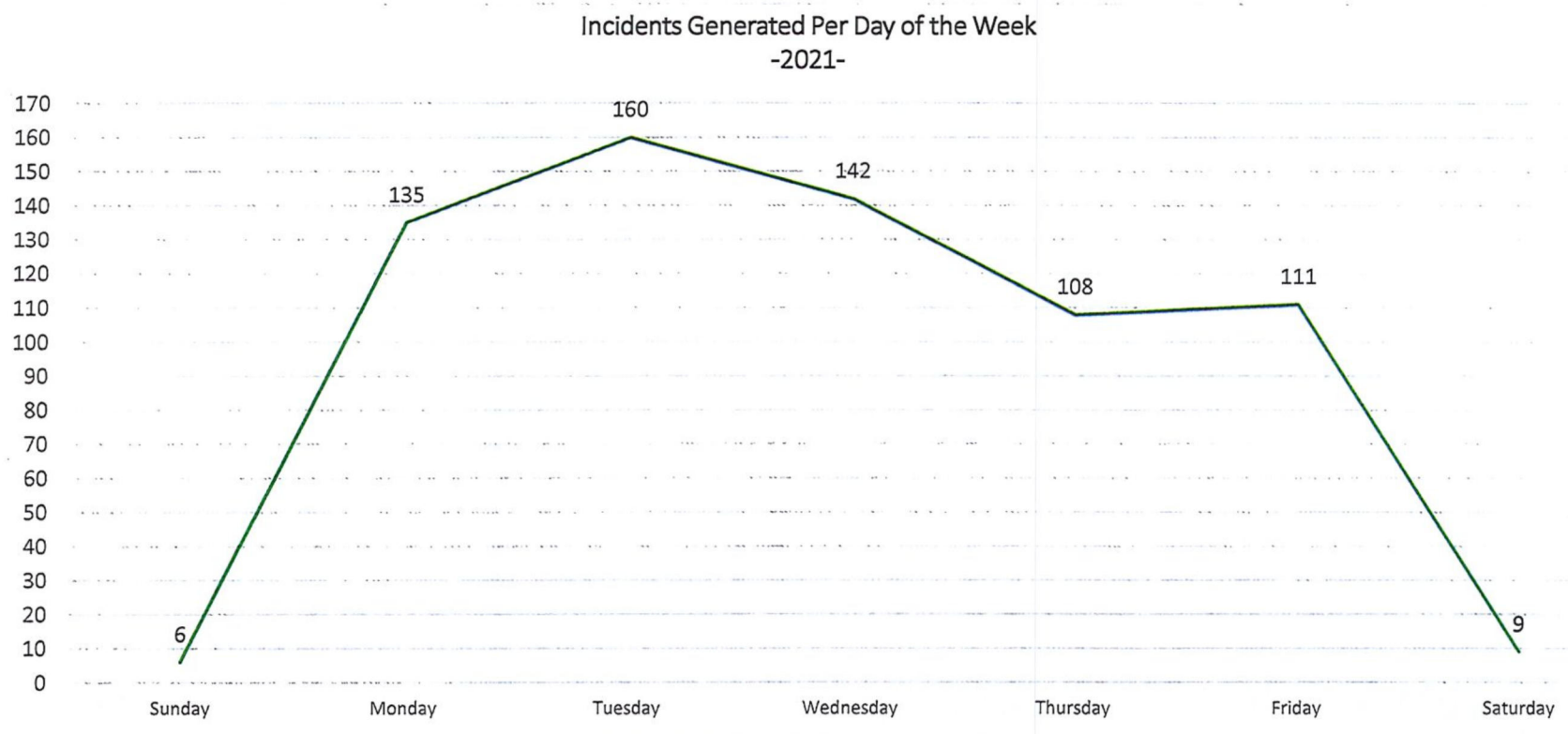


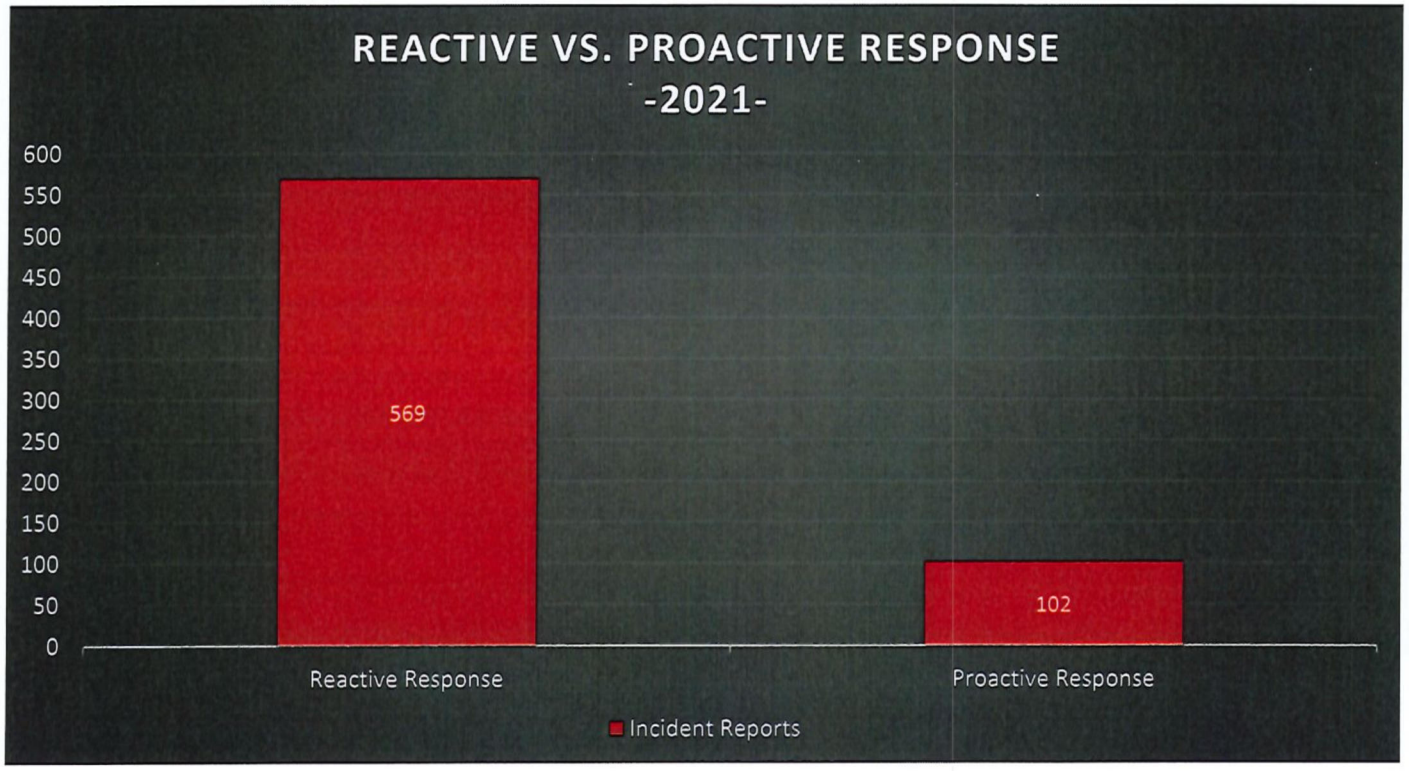
CITY OF SALMON ARM

BYLAW ENFORCEMENT

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
Unsightly Property Sec. 2						2		3	1	1		
Camp without Permit Sec. 4(j)(vii)							1	1		2		
Park Vehicle without Permit Sec. 4(j)(vii)							1	1				
No Business Licence Sec. 3.1									3			
Deface Property Sec. 608 (1)									1			
Deposit Refuse Sec. 4(b)										1		
Start Fire on City Property Sec. 7.9										1		

CITY OF SALMON ARM

BYLAW ENFORCEMENT



CITY OF SALMON ARM

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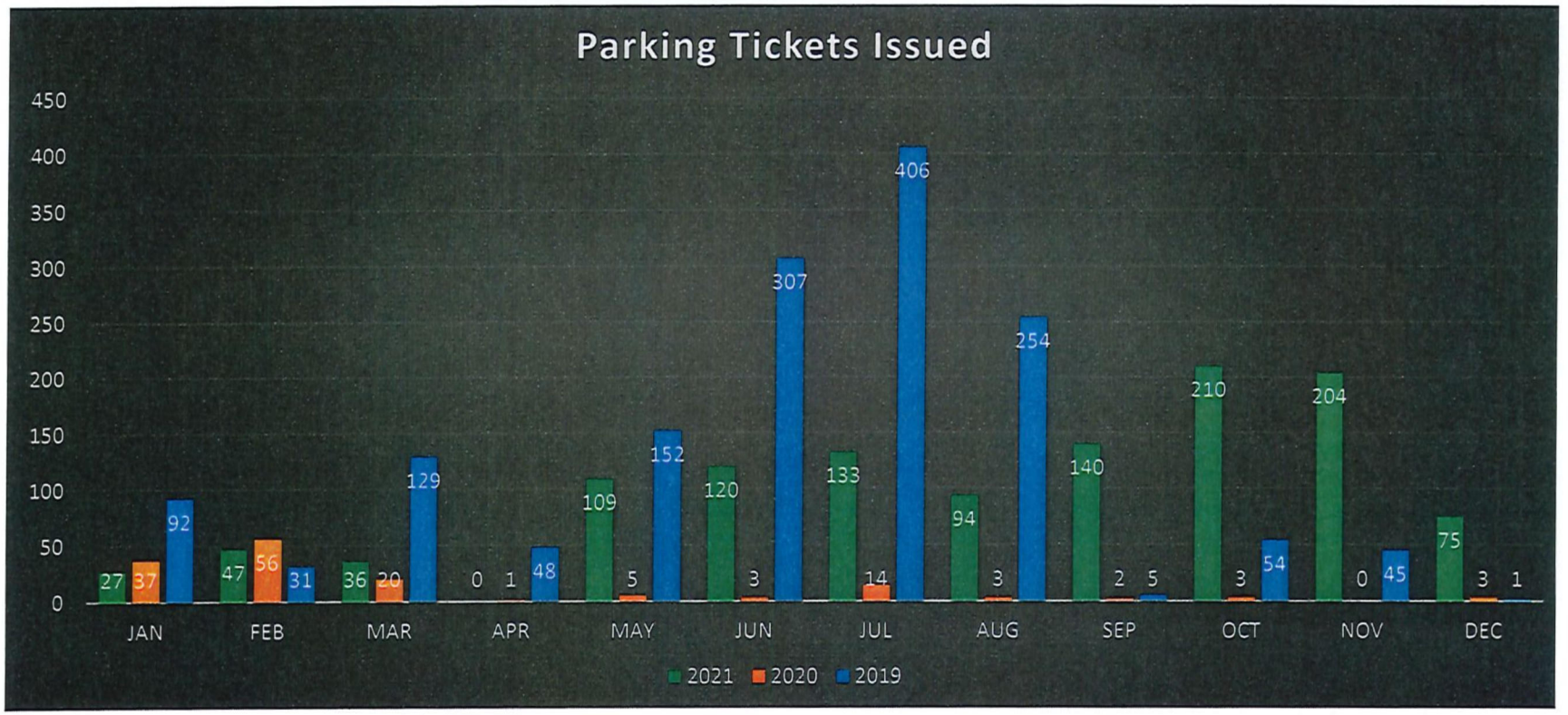

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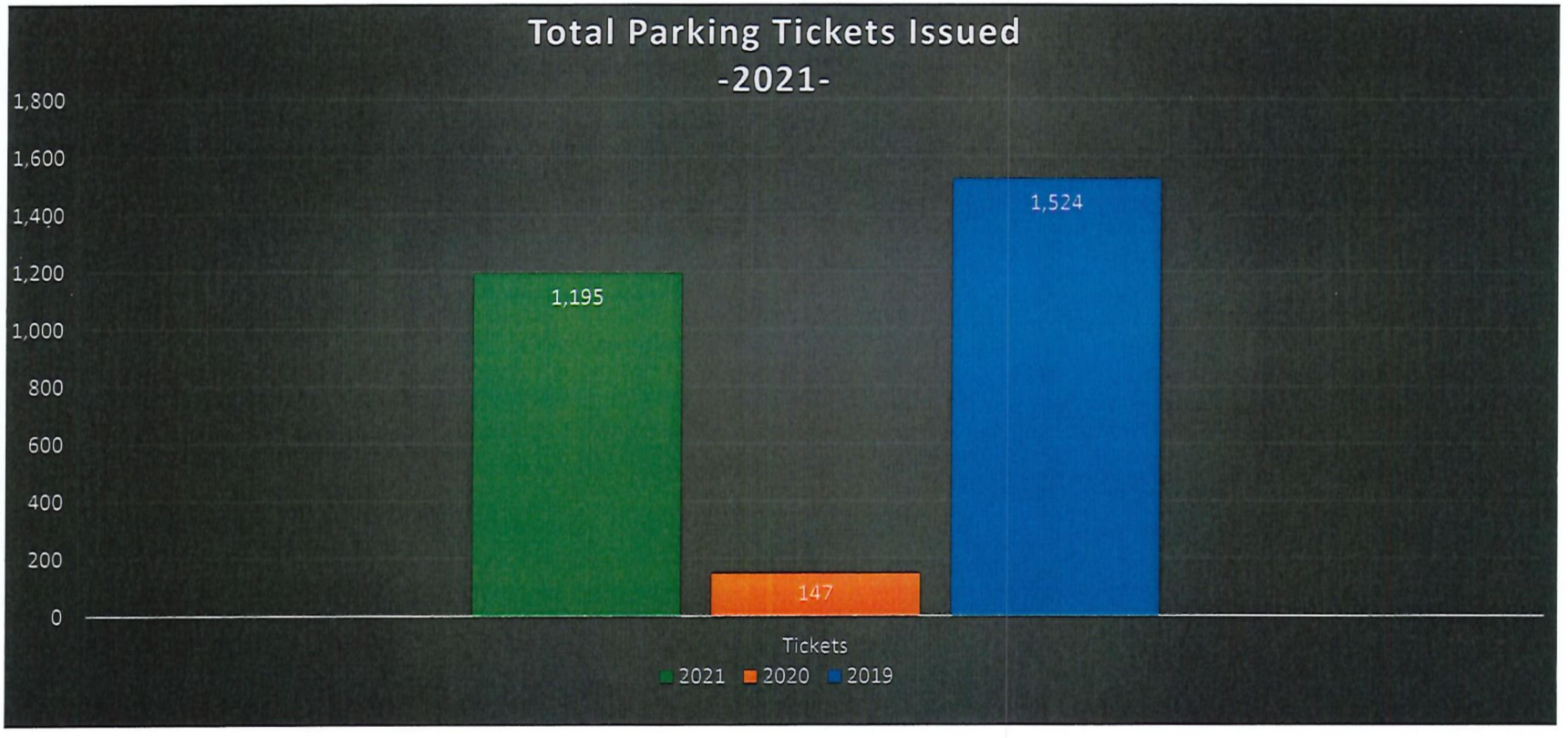

CITY OF SALMON ARM

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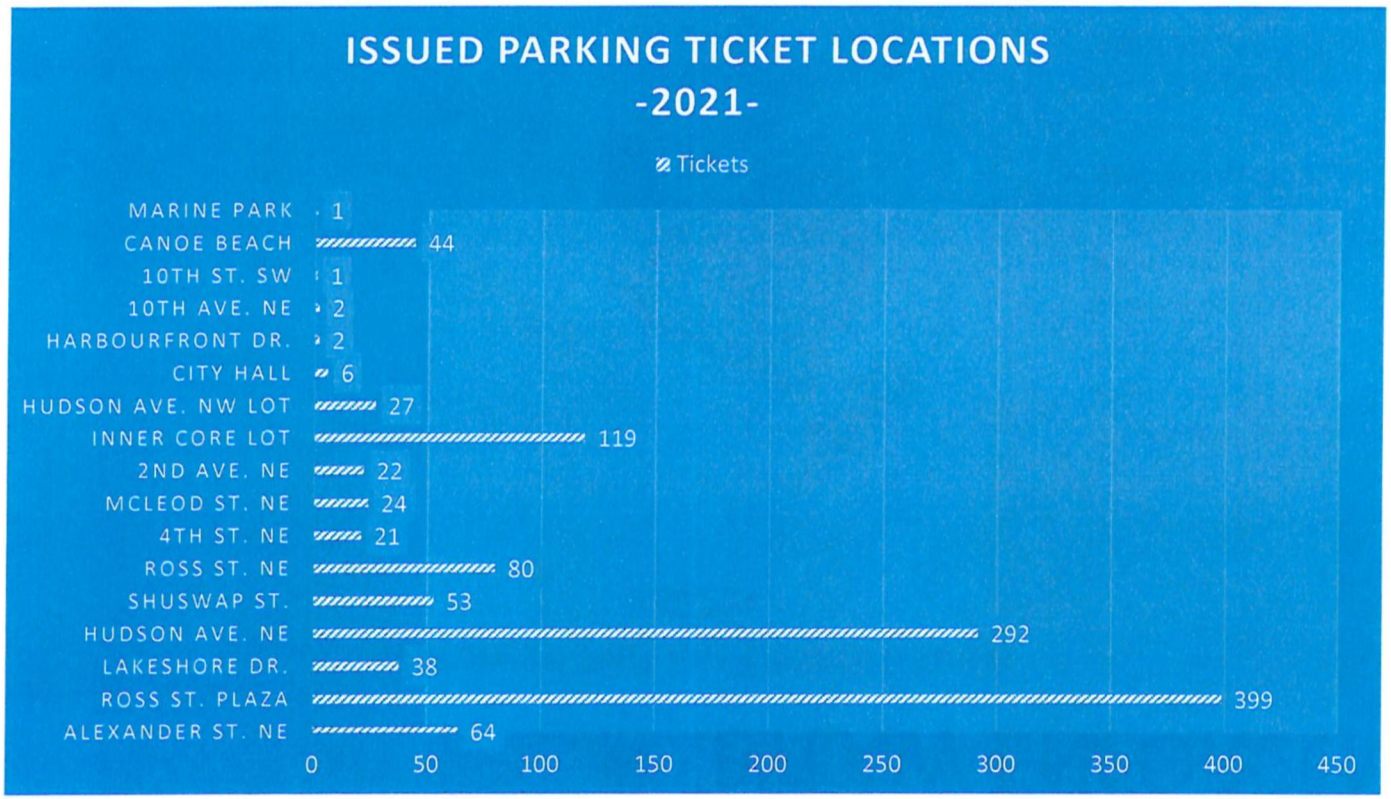

CITY OF SALMON ARM

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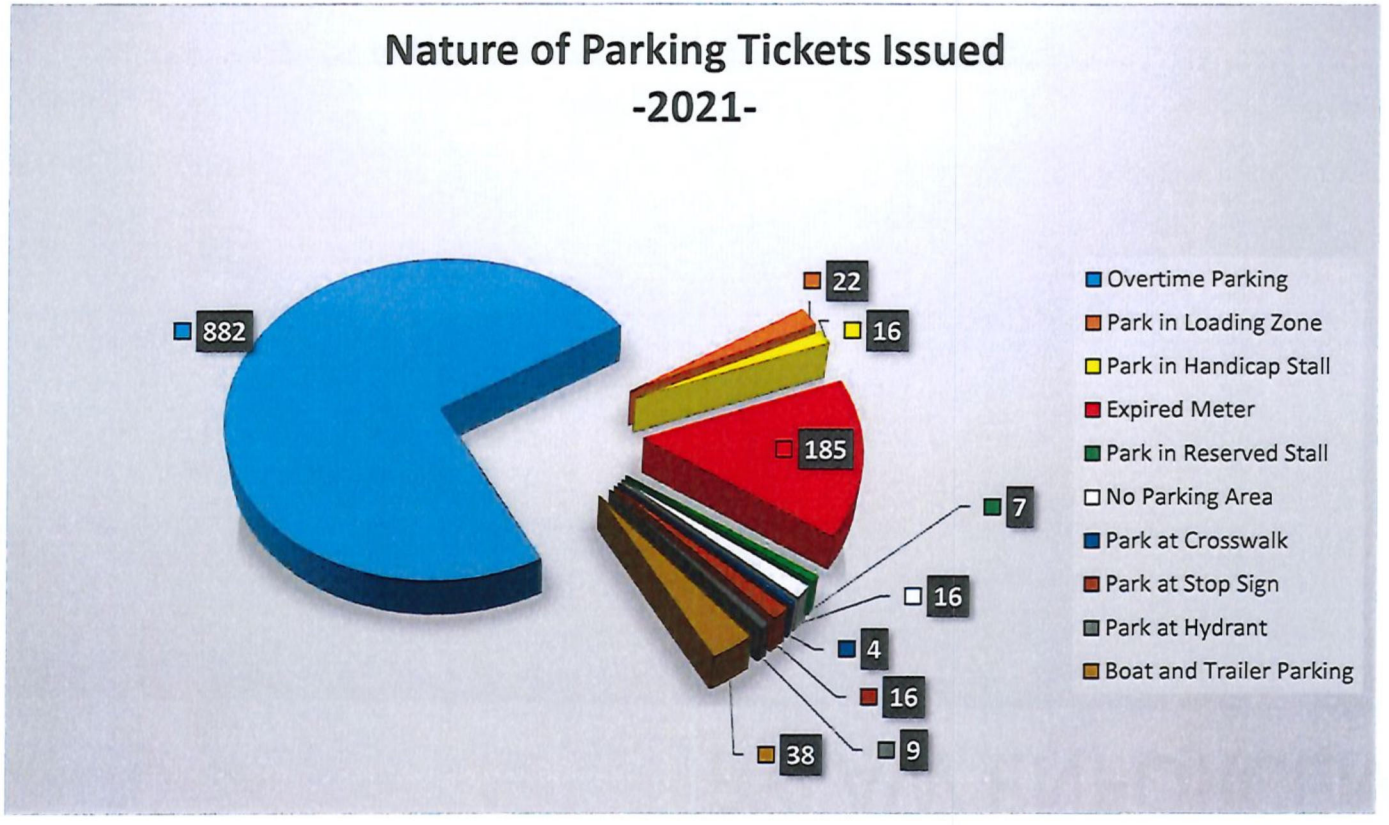

CITY OF SALMON ARM

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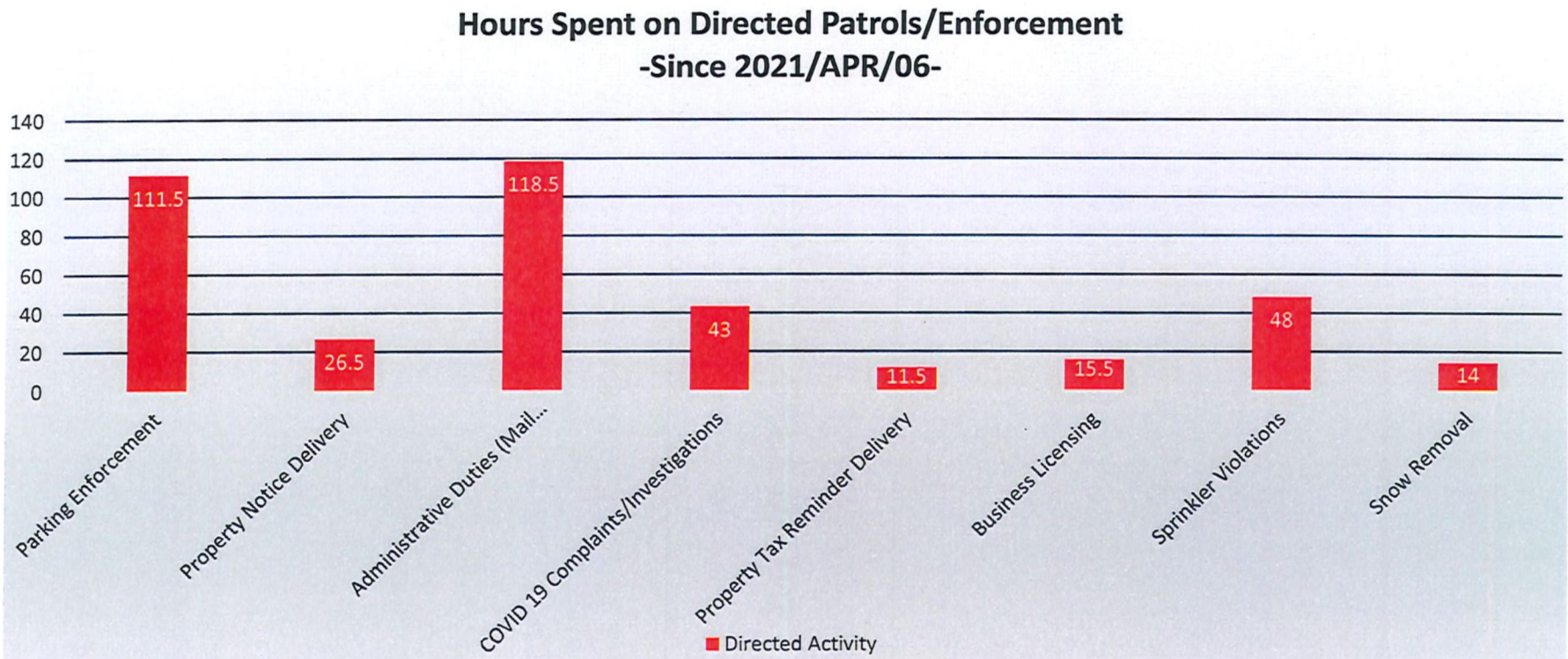

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Item 17.1

CITY OF SALMON ARM

Date: January 10, 2022

Notice of Motion – Councillors Lindgren and Lavery

Living Wage

WHEREAS: a Living Wage is the hourly rate needed for two working adults to meet the basic needs of a family of four in order to meet the basic costs of living – food, clothing, accommodation, transportation and childcare in the community they reside in;

AND WHEREAS: a Living Wage has been studied and recommendations made for various regions of BC and Canada;

AND WHEREAS: many local governments are champions for fair Living Wages for their direct employees and contracted suppliers;

THEREFORE BE IT RESOLVED THAT: the City of Salmon Arm consider becoming a Living Wage Employer; committing to a living wage for direct employees and requiring the same for specified contracted workers;

AND THAT: staff report back by June 15, 2022 on the implementation options and implications of a Living Wage policy for both direct employees and specified contracted services occurring on city premises and properties; to take effect on January 1, 2023.

Vote Record

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

  Opposed:

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

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Item 21.

CITY OF SALMON ARM

Date: January 10, 2022

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of January 10, 2022, be adjourned.

Vote Record

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

  Opposed:

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

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Item 12.1

INFORMATIONAL CORRESPONDENCE – JANUARY 10, 2022

1.	Building Department – Building Statistics – December 2021	N
2.	Building Department – Building Permits – Yearly Statistics	N
3.	H. Cook – email dated December 10, 2021 – 50 Street NE	A
4.	B. Grier – email dated January 4, 2022 – Traffic problems	A
5.	J. McEwan, Salmon Arm Fall Fair Manager – letter dated December 27, 2021 – Local Festivals – Building Communities Through Arts and Heritage	A
6.	R. Ready, teacher, J.L. Jackson – letter – Flag - see www.salmonarm.ca, Agenda and Minutes for drawings	A
7.	A. Slater, General Manager, SILGA – email dated December 13, 2021 – 2022 Call for nominations / SILGA Call for Resolutions	A
8.	Shuswap Watershed Council – Council Meeting highlights December 8, 2021	N
9.	S. Dubois, Director, Science & Policy Division, BC SPCA – email dated December 13, 2021 – Thank you for helping reduce rodenticide use in B.C – let's make this change permanent	N
10.	Interior Health – Media Release dated December 24, 2021 – Stay safe as COVID-19 cases increase	N
11.	Interior Health – Media Release dated December 28, 2021 – When to get a COVID-19 test: Updated guidelines	N
12.	D. St-Aubin, Chief Executive Officer, Tree Canada – letter dated December 14, 2021	N
13.	R. Fleming, Minister of Transportation and Infrastructure – letter dated December 21, 2021 – UBCM Meeting 2021	N
14.	P. Busse, Mayor, District of Lillooet – letter dated December 15, 2021 – BC Wildfires Petition	N
15.	R. L'Esperance, Gambling Support BC Contractor – Poster for Gambling Awareness Week	N

N = No Action Required
A = Action Requested
S = Staff has Responded
R = Response Required

CITY OF SALMON ARM

CITY OF SALMON ARM
BUILDING DEPARTMENT REPORT
DECEMBER 2021

		LAST YEAR (2020)				CURRENT YEAR (2021)			
		CURRENT MONTH		YEAR-TO-DATE		CURRENT MONTH		YEAR-TO-DATE	
		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	3	900,000	58	19,808,785	3	1,593,000	59	23,013,800
2	Misc. Additions etc. to SFD's	9	174,500	115	5,637,851	6	115,000	97	5,172,796
3	New Single Family Dwellings with suites	3	1,170,000	18	7,415,000	-	-	17	7,692,000
4	New Secondary/Detached Suites	-	-	18	936,200	5	1,168,900	24	4,532,900
5	New Modulars/MH's (Factory Built)	1	175,000	18	3,226,633	-	-	10	1,737,379
6	Misc. Additions etc. to Modulars/MH's	1	40,300	21	514,415	-	-	6	90,192
7	MFD's (# Units)	-	-	2 (41)	6,750,000	-	-	5 (14)	2,950,000
8	Misc. Additions etc. to MFD's	1 (2)	125,000	10 (2)	242,309	-	-	9	535,382
9	New Commercial	-	-	4	5,120,960	-	-	-	-
10	Misc. Additions etc. to Commercial	-	-	14	710,630	2	494,350	20	1,880,950
11	New Industrial	-	-	2	1,850,000	-	-	6	2,987,500
12	Misc. Additions etc. to Industrial	-	-	5	1,348,200	-	-	-	-
13	New Institutional	-	-	1	15,000	-	-	-	-
14	Misc. Additions etc. to Institutional	-	-	2	6,000	-	-	3	2,410,000
15	Signs	2	8,500	17	76,544	1	17,000	41	238,471
16	Swimming Pools, Pool Buildings	-	-	7	407,000	1	88,000	5	498,000
17	Demolitions	1	-	13	-	2	-	21	-
18	Temporary Trailers, A & B Permits	-	-	2	-	-	-	1	-
19	Misc. Special Inspections, etc.	1	-	21	-	-	-	25	-
	TOTAL PERMITS ISSUED	**22**	**2,593,300**	**348**	**54,065,527**	**20**	**3,476,250**	**349**	**53,739,370**

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

BUILDING PERMITS - YEARLY

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2001	585,500	11,938,550	12,265,250	12,842,790	13,534,790	14,712,550	16,330,650	17,717,625	19,031,075	19,895,255	21,318,855	21,458,195
2002	585,500	1,952,500	3,340,850	3,821,240	5,455,840	6,411,690	8,844,690	10,932,510	15,780,890	16,705,600	17,738,200	17,923,700
2003	130,110	920,780	2,974,020	4,486,120	5,993,320	13,294,120	15,555,250	17,937,005	20,318,920	22,000,340	24,005,740	24,782,360
2004	430,700	1,506,500	5,903,780	8,379,104	10,122,768	12,086,319	14,779,343	21,598,763	30,371,023	33,614,173	34,957,458	35,881,343
2005	1,072,000	2,269,650	4,344,750	6,806,152	12,110,482	28,031,457	29,985,585	34,743,645	37,600,445	42,915,856	45,525,611	47,576,746
2006	815,550	3,224,468	8,012,449	11,501,929	16,084,809	20,066,533	23,714,194	26,370,890	36,479,806	37,278,358	42,332,995	43,077,170
2007	1,531,087	3,901,669	16,148,674	22,413,118	27,232,134	32,401,472	35,657,297	42,829,750	51,945,799	55,703,387	65,885,802	66,289,555
2008	1,797,604	4,203,429	12,947,058	27,647,379	33,857,533	36,582,025	39,759,375	42,395,454	45,412,474	50,699,301	53,383,541	53,522,880
2009	409,369	864,839	2,039,460	5,207,311	6,763,615	7,800,085	9,677,455	11,579,746	18,882,737	20,713,554	23,523,664	24,337,664
2010	1,518,563	2,708,062	5,931,546	10,081,816	12,260,236	13,526,546	16,597,121	18,790,511	19,848,804	21,174,632	22,953,692	27,249,702
2011	568,645	2,003,976	5,063,837	7,449,773	9,471,416	11,761,850	12,794,028	14,222,970	18,194,801	19,682,061	30,563,013	31,934,415
2012	2,189,660	3,128,562	4,794,040	6,337,260	10,000,544	12,120,246	17,883,185	24,375,078	26,118,787	26,493,820	28,130,500	28,666,430
2013	881,740	1,440,110	13,907,060	15,814,195	17,433,454	20,194,778	23,204,628	24,180,485	26,567,302	29,195,224	30,890,086	31,231,349
2014	665,304	2,806,404	8,075,941	20,789,869	27,574,834	29,877,686	33,456,523	41,971,923	42,784,769	44,804,191	46,460,471	47,707,993
2015	1,172,285	1,853,539	3,894,754	6,750,389	8,575,425	18,388,180	20,475,407	26,442,225	29,143,303	31,248,595	35,417,465	37,368,595
2016	1,268,865	2,298,280	4,987,625	8,904,610	12,253,660	16,279,464	19,265,124	23,811,029	29,823,014	36,084,949	40,154,959	41,418,659
2017	1,183,280	2,841,725	7,219,495	11,761,657	18,136,656	23,823,576	30,793,243	36,066,891	52,130,226	59,858,542	63,366,686	64,675,041
2018	1,970,104	3,943,104	10,028,787	14,363,122	20,252,322	30,488,747	37,540,412	40,421,060	55,689,215	59,634,580	64,988,531	66,797,572
2019	6,060,645	6,835,345	10,699,845	18,074,843	22,220,523	26,015,593	31,103,281	45,971,877	48,902,359	52,267,409	56,765,409	58,511,534
2020	2,218,950	4,293,250	6,900,060	9,289,060	12,891,318	23,340,638	26,757,691	32,516,960	37,062,215	46,505,927	51,472,227	54,065,527
2021	3,180,132	5,500,747	9,538,939	14,603,678	21,402,310	29,030,210	33,528,039	37,494,801	41,729,005	46,006,620	50,263,120	53,739,370

X:\Customer Service\Steph\WIN\EXCEL\Monthend - building\building permits_yearly

Barb Puddifant

From: Heather Cook [redacted]
Sent: Friday, December 10, 2021 11:55 AM
To: Barb Puddifant
Subject: 50th Street NE

We are home owners and live at 7081 50th Street NE in Canoe. We have owned our property for eight years and have lived in our home for five years.
We do before and after school care for three of our grandchildren which involves walking to and from the school five days a week during the school year and to the preschool three days a week. We also walk our dog every day. We are out and about a lot.

50th Street NE had become extremely busy and we were thrilled when the 4 way stop street was installed as we noticed almost immediately that 50th Street NE become quieter and traffic was slower. There are a lot of small children using 50th going to and from school, playdates, the preschool and the park.
We are very grateful for the 4 way stop street as we feel the children are much safer.
If a vehicle cannot stop when coming down the hill we feel the drivers is either going too fast or their vehicle should not be on the road. There are two other level egress roads from Canoe so no-one is forced to use 50th NE.
Please do not remove the 4 way stop.
Garry and Heather Cook

Barb Puddifant

From: [redacted]
Sent: Tuesday, January 4, 2022 9:07 AM
To: Barb Puddifant; Alan Harrison; Tim Lavery; Kevin Flynn; lwallace@salmonarm.ca; Debbie Cannon; Sylvia Lindgren; Chad Eliason
Cc: info@salmonarmobserver.ca
Subject: Traffic Problems

Mayor and Council
City of Salmon Arm

There are several major traffic problems that need addressing by our City Council:

1. FOUR-WAY STOPS

Next to traffic lights, four-way stops are the best traffic control measures. Not only are they democratic, they are effective, particularly as speed controllers. Deeming one street more important than another is pointless. Every street and corner is important.

There is a four-way stop at the intersection of South Broadview / 30th St SE and 10th Ave SE, both busy "major" thoroughfares, so why can't there be others at the following suggested places?

I think they are needed in at least 3 places in Salmon Arm: 1 down-town, 2 in the SE area where I travel. There are probably similar places in the other 3 quadrants.

• CORNER OF HUDSON AVE AND SHUSWAP ST

This is a very difficult corner, as this junction is not a proper cross-roads, with Hudson Ave NE coming in at an angle from the E, splitting to turn R / N, or L / S.

Consequently when on Hudson Ave going W and turning L / S here, visibility to see traffic coming from the R / N is very poor, made more difficult by the high speed that traffic from both directions tends to go.

A four-way stop here would eliminate that speed and share the turns equally among the four directions; thus helping all drivers and pedestrians and control the traffic. Safety for all would be improved immeasurably.

• OKANAGAN AVE AND 20TH ST SE / NE

Currently there are Stop signs on 20th St, NE and SE at this intersection. Traffic speeds down Okanagan Ave from the E and needs to slow down considerably.

Also visibility at this corner from 20th St SE is not very good, and the road at the corner is steep and can be icy in winter (and even fall and spring).

A four-way stop here with warnings ahead would be a major improvement for all traffic directions. Again, safety for all would also improve.

• AUTO RD SE AND 20TH ST SE

Similarly, currently there are Stop signs on 20th St SE at this intersection. Traffic speeds down Auto Rd from the E and needs to slow down considerably.

Also visibility at this corner from 20th St SE going N is very bad, and the road at the corner is steep and can be icy in winter (and even fall and spring).

A four-way stop here with warnings ahead would be a major improvement for all traffic directions as well as safety.

LIGHTS AND ILLUMINATED POSTS for 10th Ave SE between 5th St SE and Auto Rd / 12th Ave SE Junction

As well as being narrow, steep and very busy, this section of road is windy and dark at night, with a steep gully on the S side of the road, R going E. There is only 1 light and only 3 illuminated posts on the R in this dangerous 300m (approx) section: "an accident waiting to happen".

If not lights, please consider installing more illuminated posts in this section of road: there should be at least a dozen, placed regularly along the top edge of the gully. Better visibility and safer driving conditions would result.

Yours sincerely
Barbara Grier
[redacted]

The Salmon Arm and Shuswap Lake Agricultural Association
SALMON ARM FAIR
351 – 3rd Street SW, Salmon Arm BC V1E 1V4 Ph. 250-832-0442 www.salmonarmfair.com

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

December 27, 2021

Dear Mayor and Council,

Re: *Local Festivals – Building Communities Through Arts and Heritage*

The Salmon Arm Fair will be applying for a federal grant for the 2022 Fair and we would greatly appreciate councils support with our request. We plan to use the funds to enhance our arts and craft exhibits, in addition, add more Indigenous arts, crafts and storytelling. As an event organizer in the Shuswap, we feel building on our arts, crafts and music offerings, we will increase interest in our musical offerings potentially bringing more visitors to the Fair. Our plans compliment the overall plan of the Salmon Arm Folk Music Society in branding the region as the Music Capital of BC.

Some expenses I hope to cover with this grant include:

- fees and expenses of local artists, artisans, heritage performers- we plan to present a larger arts and craft show and including Indigenous dancers for performances
- fees and expenses related to the temporary exhibition of works of local artists, artisans – same as above
- advertising for the local population- posters, radio, print and social media
- fees to rent and temporarily install certain items - stage, lighting and sound material and tents

The Fair will not be asking for funding from the city; this request is for the city to provide a completed form as required by the federal department- *Local Festivals – Building Communities Through Arts and Heritage.* Our application deadline is January 31, 2022.

Currently the city does provide value-in-kind support each year for the Fair. This is the delivery and use of barricades, hi-vis vests, traffic control paddles as well as a water truck for the grandstand shows I'm not sure if the city has provided this for the Fair in the past, but we would greatly appreciate your support here.

As a key part of our application, we require a signed copy of the form listing the value in cash and/or in-kind support from the applicant's municipal government or equivalent authority.

Following is a link to a fillable PDF; I have also attached a PDF of the form.

https://www.canada.ca/content/dam/pch/documents/services/funding/building-communities/confirmation-eng.pdf

The program requires that the municipality supports the Fair in either cash or in-kind. I believe there is significant support through value-in-kind.

Thank you in advance for your support.

Sincerely,

JMcEwan

Jim McEwan
Salmon Arm Fair manager
att.

Canadian Heritage | Patrimoine canadien

Confirmation of Support from Municipal Government or Equivalent Authority

APPLICANT: _____

Name of festival: _____

Funding by the Program is conditional upon confirmation of cash and/or in-kind support from the applicant's municipal government or equivalent authority (referred to below as - "the municipality").

For applications from a local band council, local tribal council, other local Aboriginal government or equivalent authority, that authority must provide written confirmation of support. Public organizations such as police, public transportation, waste management, or libraries, if directly under the municipal authority, can also provide municipal support. Financial support from the discretionary funds of elected officials is considered a donation from an individual and cannot constitute municipal support.

This form, once completed and signed, constitutes proof of support from the municipality. Support may also be confirmed in a letter that includes the cash and/or in-kind value of the municipal contribution for the event or activity. Should the municipality withdraw its support, the applicant must immediately notify the Department of Canadian Heritage.

Please complete this form, print it and have it signed by an authorized representative of your municipality or equivalent authority and submit with your application. Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.

CASH This amount **must** appear in the budget.	
Total:	

IN-KIND (monetary value)	The in-kind support for this festival will be as described in the following table. (Use additional pages if necessary) Please itemize contributions of in-kind goods and services.
Total:	

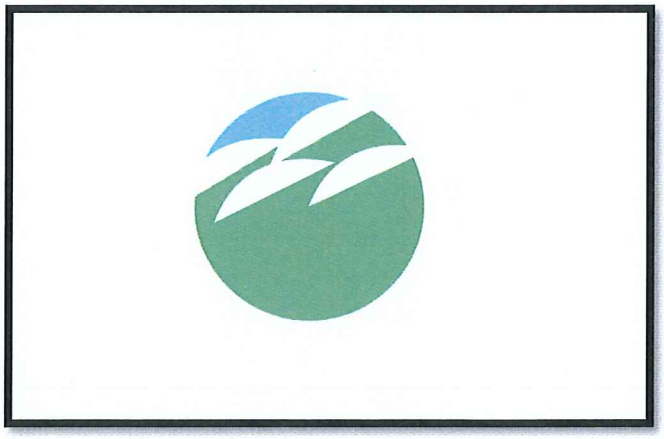
Name of authorized representative (required): Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.	
Title and municipality (required):	
Telephone number (required):	
Authorized representative's signature (required):	
Date YYYY-MM-DD (required):	

Canada

Greetings Mayor and Council,

Firstly, I wanted to express my thanks again for all the work you put in to engaging with our community on so many different levels – and I especially wanted to thank you all for your engagement with my students on the sadly continuing issue of our town flag. I wanted to use it as a way to model civic engagement on a relatively neutral issue for them and had even more results in the latter term of last year. Terribly sorry for how late this package is, bit of a crazy end to last school year and a crazy start to this one, but never fear we still have those Grade 9s as Grade 10s this year, and I can forward any response to their teacher. Doubly good news, I've continued using flags as a way to examine identity, nationality, and colonialism with my 9s this year, and will be having them send more suggestions and their own thoughts in the new year!

On that main topic, if I might add my two cents to the new 'flag' I would like to say that I appreciate the effort and focus groups that went into planning and deciding upon our new town logo and slogan of "small city, big ideas" but to simple put that on the equivalent of a white bedsheet does not exactly a stellar flag make. One piece of advice I give to students when they are designing their own bevy of flags for whatever theme we might be approaching at the time, I suggest they draw a copy as small as the average postage stamp – because that is the average size of a flag when viewed from about 100 ft away, which is the closest many people will come to a flag on the average day. If you can't read it at that size, then it's not exactly effective as a flag. An effective flag is often a few strong colours and somewhat abstracted symbolism to represent a place or group – a great example is the flag of our sister city, Inashiki, reproduced below for your convenience. Having been born and lived in this community nearly my entire life, I think we deserve a flag at least as strong as that!



Echoing my students, I am in agreement that while our new town logo is great, it is a logo, not a flag, and given I have not seen the new 'flag' flying at city hall or the wharf it is a great opportunity to look into redesigning it once again to really showcase those big ideas that our small city does actually possess. If you need some approachable introductions to flag design, Roman Mars has a brilliant TedTalk from TedVancouver on flag designs – even the worst flag mentioned in it – Pocatello, Idaho – has been redesigned. Doesn't our community deserve likewise? And if you did decide to move forward with public engagement, possibly in the form of a design competition, I would be happy to offer up my classes to review submissions or participate in some way – what better way to engage with our civic process!

Again, thank you for your time and continued engagement with this new teacher and his classes little 'crusade' to hopefully get our community a flag we can be proud of!

Sincerely,

Ryon Thomas Brighouse Ready

To the attention of Mayor and Council, City of Salmon Arm

We were excited to hear the recent news that Council had voted to change our city flag, but that excitement quickly turned to disappointment when we learned which flag council had chosen to adopt. While ostensibly 'simpler' than the previous flag, it was hard to see all the same traps that caught the last flag repeated in the new one, some to even greater degrees. We want to recognize the research and work that went into town's new branding and , but want to reiterate what our classmates from earlier in the year expressed – a flag is not a logo, and should be something that can endure through any changes in marketing and outreach over the years.

For this reason, we're writing to offer some options on how to move forward. As our town's flag has become somewhat of a cause-celebre, being taken up by both the Observer and even the CBC, in addition to making the rounds of the internet, it could be good to leverage that interest in municipal affairs to engage people in a contest to design a new flag for town. While it may seem too soon with the new one having just been adopted, the momentum could be used to engage the community. By doing a contest, you give people ownership of the flag, and by extension a deeper investment in the community. Moreover, because you are organizing the contest, you as Councillors get to decide on the criteria for submission. When Mississippi redesigned their flag last year, they engaged a slice of the whole state, and had their own criteria for what had to be included on the flag. In the case of Salmon Arm, you could require that at least one of the new town colours – like 'Ida Blue' – be used in any submissions, and could even work with the local Secwépemc community and other organizations for themes to be expressed in our flag, to really capture our wonderful community, in a way 'Small City, Big Ideas' could never encapsulate.

For this reason, we have attached a series of designs we made on our 'Flag Fridays' this term that followed the criteria of using the colours of the current flag and tried to incorporate the local environment and communities.

As a review, here are the principles of good flag design, from the North American Vexillological Association:

1. A flag should be **simple** – the new flag is simpler, but still misses the mark on other points.
2. A flag should use **2-3 colours** – another place the new flag is improved, especially the inclusion of meaningful colours.
3. A flag should **NOT** include words, dates, or seals – the new flag features even more words than the previous, to the point of just being the town's name.
4. A flag should have **meaningful symbolism** – even less than the previous flag, the new flag uses words instead of symbols to express its message, when it could showcase our community in a more enduring way.
5. A flag should be **connected or unique** – amidst all the other flags of BC, Salmon Arm is neither unique or connected, it's just the town's name – like the equally disappointing flag of Osoyoos.

Thank you for all the hard work you do for our community and engaging with us students!

Sincerely,

We the undersigned:

And our teacher,

Ryon Ready

Barb Puddifant

From: southern interior local government <yoursilga@gmail.com>
Sent: Monday, December 13, 2021 9:05 AM
To: SILGA
Subject: SILGA Call for Nominations / SILGA Call for Resolutions
Attachments: 2022 Call for nominations.pdf; call for resolutions December 2021.pdf

Good morning everyone.

Please add the SILGA call for nominations and call for resolutions to the next board/council agenda. Deadline for both nominations and resolutions is Friday, February 25th, 2022.

thanks, Alison

--
Alison Slater, BComm, CFP, ARCT
General Manager
PO Box 27017 Cityview PO
Kamloops, BC V2E 0B2
250-851-6653
www.silga.ca

SILGA Southern Interior Local Government Association

December 12, 2021

To: All SILGA Members

Re: SILGA Convention – Call for Nominations 2022

As per the Constitution of the Southern Interior Local Government Association (amended 2017), the "Call for Nominations" is now going out to all member Mayors, Councillors, Regional Chairs and Directors who wish to seek a position on the SILGA Executive for the 2022/23 term. Elections will be held during the SILGA Convention from April 26th to April 29th, 2022.

Offices to be filled are President, 1st Vice President, 2nd Vice President and seven Directors. One member of the SILGA board must be an Electoral Area Director of a member Regional District. Those presently serving may run for another term if they so wish.

Excerpt from the SILGA constitution regarding new voting procedures:

7.10 The election of Officers to the Executive shall be held at the Annual General Meeting on a first ballot and that of the Directors at Large subsequently on a second ballot. Any candidate that is unsuccessful in obtaining an Officer position on the first ballot may become a candidate for a Director at Large position on the second ballot.

7.11 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is elected, the Director at Large positions will then be filled by the candidates with the most votes.

7.12 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is not elected, then in the election of the Directors at Large, the candidate - of those candidates that are Electoral Area Directors of a regional district - with the most votes will be elected as a Director at Large and the balance of the Director at Large positions will be filled by the remaining candidates with the most votes. If only one Electoral

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SILGA Southern Interior Local Government Association

December 12, 2021

To: All SILGA Members

Call for Resolutions for 2022 Convention

The SILGA Annual General Meeting and Convention is scheduled to be held in Salmon Arm between April 26th and April 29th, 2022. The SILGA Constitution requires that resolutions to be considered at the Annual Meeting are to be received by the Secretary-Treasurer no later than 60 days prior to this meeting. Friday February 25th, 2022 will be the deadline for receipt of resolutions.

If your local government wishes to submit a resolution for consideration at the 2022 SILGA Convention, please forward by email your resolution to yoursilga@gmail.com. Any background information on the resolution would be helpful. Each resolution should be endorsed by the sponsoring Member's Municipal Council or Regional Board. The resolution should be relative to regional issues and should not pertain to a finite local interest.

If you do not receive a confirmation email regarding your resolution, please contact the SILGA office at 250 851 6653.

For information on how to properly write a resolution please refer to the UBCM website below.

http://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-procedures.html

or go to the resolutions page on the SILGA website at

http://www.silga.ca/convention/resolutions/

Resolutions not received by February 25th, 2022 will be considered late resolutions and must go through the following procedures to be considered at the AGM.

Late Resolutions

(1) Resolutions submitted following the expiry of the regular deadline noted in section 10.4 shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to SILGA by noon on the Friday preceding the date of the Annual General Meeting. The resolutions committee will meet on the Tuesday preceding the Annual General Meeting to provide recommendations as to whether the late resolution(s) should be brought to the Members for inclusion in the resolution debate. All late resolutions must be adopted by a Special

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Resolution of the Member Representatives in attendance at the Annual General Meeting to be included in the discussion.

(2) Late resolutions will be reviewed by the Resolutions Committee prior to the Meeting and only those of a subject matter which could not have been submitted by the normal deadline date outlined in section 10.4 will be considered.

(3) Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered.

(4) Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions report.

(5) In the event that a late resolution is recommended to be admitted for discussion, the sponsoring member of the late resolution shall produce sufficient copies for distribution to the Members at the Annual General Meeting.

(6) The Late Resolution will, after reading, be properly before the meeting, and the regular procedures for handling resolutions will apply.

Alison Slater
General Manager, SILGA

PO Box 27017 Cityview PO.
Kamloops, BC
V2E 0B2

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yoursilga@gmail.com

SHUSWAP watershed council

Council meeting highlights

DECEMBER 8TH 2021

Update from Program Managers

Erin Vieira and Mike Simpson provided an update on program operations since the last meeting:

- The SWC's Water Protection Advisory Committee and Water Monitoring Group held meetings in November
- The **Water Quality Grant Program** is open for applications. A program guide and application template is posted online, www.shuswapwater.ca. The grant program provides funds to farmers and landowners for projects that improve nutrient management on the landscape, thereby protecting water quality. The application period closes on January 31st 2022.
- Development a **Phosphorus Action Plan** to help protect water quality in the Shuswap is underway. Staff are in the stages of collecting input from various orders of government and different agencies.
- Staff relayed that partner agency, the Columbia Shuswap Invasive Species Society, has concluded their monitoring season which is done with financial support from the SWC. All samples collected from lakes within the Shuswap watershed tested negative for ZQM, meaning **the Shuswap remains mussel-free.**
- Staff submitted an **application for funding** to Transport Canada's Boating Safety Contribution Program. If successful, the funds will reduce the SWC's expenses on its Safe Recreation Program by about 75%.

Expenses to the end of the second first quarter (September 30th 2021) total **$133,909** against the annual operating budget of **$298,500**.

Letter to new federal Fisheries Minister

SWC Chair Paul Demenok jointly signed and sent a letter to newly appointed federal Minister for Fisheries, Oceans and the Canadian Coast Guard, Hon. Joyce Murray, outlining concerns related to a potential invasion of Zebra & Quagga Mussels and calling for more resources and leadership from the Department of Fisheries and Oceans on the matter. The letter was co-signed by the Shuswap Waterfront Owners Association and the Columbia Shuswap Invasive Species Society. The letter is posted on the SWC website.

Terms of Reference revised

Updates and revisions were made to the Terms of Reference, which sets the governance framework for the SWC. The SWC's membership has been revised to include one representative from each of the four Shuswap-area Secwepemc First Nations (Adams Lake Indian Band, Little Shuswap Lake Band, Splatsin, and Neskonlith), as well as a representative from the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and a Senior Scientific Advisor.

A full meeting summary is available on the SWC website.

SWC MEMBERS:

Paul Demenok – Chair
CSRD Area 'C'

Jay Simpson – Vice Chair
CSRD Area 'F'

Rene Talbot
CSRD Area 'D'

Rhona Martin
CSRD Area 'E'

Rod Crowe
TNRD, Village of Chase

Ken Christian
TNRD, City of Kamloops

Debbie Cannon
City of Salmon Arm

Colleen Anderson
District of Sicamous

Dave Nordquist
Secwepemc Nation,
Adams Lake Indian Band

Howard Nordquist
Secwepemc Nation,
Adams Lake Indian Band

Rick Fairbairn
RDNO Area 'D'

Denis Delisle
RDNO Area 'F'

Kym Keogh
BC Ministry of Environment
& Climate Change Strategy

Lindsay Benbow
BC Ministry of Agriculture, Food
& Fisheries

Lorne Hunter
Community Representative

Sharon Bennett
Community Representative

Natalya Melnychuk
Community Representative

Barb Puddifant

From: Sara Dubois <sdubois@spca.bc.ca>
Sent: Monday, December 13, 2021 10:16 AM
To: Barb Puddifant
Subject: Thank you for helping reduce rodenticide use in B.C. – let's make this change permanent!

Dear Mayor Harrison and Council,

I am writing to thank you for your leadership in reassessing the use of anticoagulant rodenticides in your community and the commitment to educating your residents about the many harms to wildlife and pets that can occur from using such poisons. Municipalities have already made a significant difference at a local level through motions and operational practices, and this leadership was no doubt a contributing factor to the Province's July 21st decision this year to temporarily ban the sale and use of three second-generation anticoagulant rodenticides (SGARs) for non-essential locations.

The SGAR restrictions are a major milestone for our province, however, there are a number of **exemptions and gaps** that still leave a high risk of exposure for non-target animals like owls and other raptors, and even domestic cats and dogs. As such, I would like to take this opportunity to request that your council write to the Minister of Environment and Climate Change Strategy - to thank them for the temporary ban of SGARs **and to ask them to make the change permanent**.

The Minister's Order, in effect until January 2023 includes:

- Restricting who can buy and use SGARs (allowed for essential services only)
- Requiring sellers to prevent unauthorized buyers
- Requiring that SGARs are only used as part of an Integrated Pest Management (IPM) program. This involves identifying the species, determining their population level, identifying and sealing entry points, removing attractants and shelter, incorporating alternatives to rodenticides, and evaluating if the control measures are effective.
- Requiring proper disposal of SGARs
- Requiring record keeping for the sale and use of SGARs (for 3 years)

Unfortunately, **only three specific SGAR products are covered by this Order**. First-generation anticoagulant rodenticides (FGARs) like warfarin, chlorophacinone, and diphacinone are still legal for personal and professional use. These products are an older, slower-acting, and less potent product compared to SGARs – but rodents still suffer the same effects and can develop resistance to these products, making them ineffective for long-term use. Certain non-anticoagulant rodenticides such as bromethalin, which are generally neurotoxins, are also still legal for personal and professional use. There is no antidote for bromethalin if it is accidentally ingested by cats or dogs. Their only hope is to make it to a veterinarian in time to induce vomiting. Once a pet is showing signs of bromethalin poisoning – seizures, muscle tremors, or inability to walk – it's generally too late to treat them, and death is inevitable.

Additionally, designated essential services with a certified pesticide applicator on staff may still buy and use SGARs. While it is important that these essential services control rodent populations for health, safety, and critical societal functioning, the exemption means rodent control operators are unlikely to change their service model. **Integrated Pest Management (IPM) – using prevention and attractant management first** – is often skipped to the default use of rodenticide baiting programs that do not aim to solve the initial pest problem. Further, compliance with IPM regulations for such programs is low. In 2019, a total of 311 inspections were conducted by provincial IPM Officers. Of these, only 39% were in compliance. Although many of these non-compliances were administrative or minor in nature, it highlights an existing problem with enforcement and user understanding.

The BC SPCA recognizes that unfortunately, there are currently no fast-acting or pain-free rodenticides and therefore recommends that rodenticides only be used in limited cases of infestation when human health and safety are at immediate risk. If they must be used in essential service locations, precautions to minimize exposure to non-target wildlife and pets must be taken, such as limiting the length of time used and retrieving leftover bait. Alternatively, using snap or captive-bolt traps can provide humane lethal control. We are also optimistic that a new rodent contraception being used in the U.S., and a new multi-capture kill trap under development locally, will be available here in the near future, providing additional effective alternatives to rodenticides.

The BC SPCA is committed to reducing harms to animals and keeping our communities safe from poisons – we have publicly listed all municipalities that have made this humane change that goes beyond the Minister's Order so far: https://spca.bc.ca/safe-from-poison. Further, over the past year, the BC SPCA worked with the District of North Vancouver to develop and operationalize a **rodent risk assessment checklist** for municipalities. The risk assessment and other helpful resources for municipalities are available online at: https://animalkind.ca/wildlife/resources-for-municipalities/

The temporary provincial ban of three second-generation anticoagulants for certain properties is a great start, but we need to protect our community's animals more broadly and indefinitely. **We're asking you to write to the Minister to thank them for making this change – and ask for a permanent and expanded ban that reflects current science and compliance risks.** Please consider writing a letter of support to:

Hon. George Heyman
ENV.Minister@gov.bc.ca

Thank you for your continued protection of animals and communities in B.C.,

Dr. Sara Dubois, RPBio
(she/her/elle)
Director, Science & Policy Division
BC SPCA Chief Scientific Officer
778.772.9762
sdubois@spca.bc.ca • spca.bc.ca
Animal Cruelty and Wildlife Hotline: 1.855.622.7722

Respectfully acknowledging that I work on, and this email was sent from, the unceded traditional territory of the downriver hən̓q̓əmin̓əm̓ speaking peoples - ,xʷməθkʷəy̓əm (Musqueam), and səl̓ilwətaʔɬ (Tsleil-Waututh) Nations, and the Skwxwú7mesh-ulh Sníchim speaking peoples - Skwxwú7mesh Uxwumixw (Squamish) Nation whose historical relationships with the land continue to this day.

OUR MISSION: To protect and enhance the quality of life for domestic, farm and wild animals in British Columbia.
The BC SPCA is a not-for-profit organization reliant on donations from the public. Charitable Tax # BN 11881 9036 RR0001

This message and any attachments or links are for the sole use of the intended recipient(s) and may contain privileged and confidential information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please notify us immediately and destroy the original message. Thank you.

Interior Health

BRITISH COLUMBIA

For Immediate Release | December 24, 2021

Stay safe as COVID-19 cases increase

IH-WIDE – As COVID-19 cases increase in other areas of British Columbia, Interior Health is advising residents in the Interior Region to expect a similar increase in cases in their communities, and urging to take steps to minimize their risk to COVID-19.

"Social connections with family and friends over the holidays are important. As we make plans to gather please take steps to decrease your risk of getting sick or spreading disease to others. Omicron is much more transmissible, and gatherings can increase our risk of being exposed. For this reason, we are asking residents in the Interior region to please follow the provincial order to allow for safer gatherings this holidays," said Dr. Silvina Mema, Interior Health medical health officer. "I encourage everyone to take additional steps to limit the spread of COVID-19 as much as possible."

Get Vaccinated. Book your booster dose as soon as you are eligible and invited to book an appointment at a clinic or pharmacy. Vaccines are available to everyone five and older.

Stay home if you are feeling unwell. Don't risk spreading any infection to others. Postpone plans to get together with others and limit your contacts as much as possible while you're sick.

Get tested. Testing sites are experiencing increased demand for testing and more appointments are being added regularly. Use the BC COVID-19 Self-Assessment Tool to determine if you need a test for COVID-19. Stay isolated if you have symptoms while you wait for your test result.

Be vigilant. As COVID-19 case activity increases, pay attention to your health and the health of your children.

Mask up. Wear a mask over your nose and mouth in indoor public settings and situations where physical distancing isn't possible.

Keep your personal gatherings small and to people who are fully vaccinated. Keep household gatherings to the same 10 guests or one other household. Provide enough space to avoid crowding inside and open a window every hour to allow for circulation to reduce the risk.

Gather outdoors rather than indoors. Outdoor activities like hiking, snowshoeing, or gathering around a fire are a safer option to gathering indoors.

Minimize non-essential travel. Stay close to home to help prevent the virus spreading to other communities. Do not travel if you are not vaccinated.

For the latest public health orders and public guidance, visit: https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions

For a list of all Interior Health COVID-19 immunization clinics and other resources visit: https://www.interiorhealth.ca/health-and-wellness/disease-outbreaks/covid-19/immunization-clinics

-30-

PUBLIC SERVICE ANNOUNCEMENT

Interior Health

BRITISH COLUMBIA

For Immediate Release | December 28, 2021

When to get a COVID-19 test: Updated guidelines

IH WIDE – As COVID-19 activity increases across B.C., guidance for when to get a COVID-19 test has been updated.

A COVID-19 test is not recommended if:

- You have no symptoms, even if you are a close contact of someone who has tested positive.
- You are fully vaccinated (two doses), experiencing mild symptoms and can manage your illness at home. Self-isolate for seven days. Notify your close contacts so they can self-monitor for symptoms.

A COVID-19 test is recommended if:

- You are experiencing **one or more** of the following symptoms: fever or chills; cough; loss of sense of smell or taste; or difficulty breathing.
- You have experienced one or more of the following symptoms **for longer than 24 hours with no improvement**: sore throat; loss of appetite; headache or body aches; extreme fatigue; nausea or vomiting; diarrhea.

If you feel unwell and are unsure about your symptoms, contact your health care provider or call 8-1-1.

Still not sure? Use the B.C. COVID-19 Self-Assessment Tool to determine if you need to be tested.

More details and a full list of eligible symptoms and criteria is found here: When to get a COVID-19 test

Rapid COVID-19 tests at IH Community Collection Centres – week of Dec. 27

Rapid COVID-19 tests will be available at Interior Health Community Collection Centres (testing centres), beginning the week of Dec. 27. Where available, rapid tests may be provided to individuals experiencing symptoms of COVID-19 and according to risk factors.

No appointment is required to pick up a rapid test. Access may be temporarily limited depending on the supply available.

If a rapid COVID-19 test indicates a positive result, you must continue to self-isolate and follow the guidance included in the test package, including how to self-report a positive result. For more information, visit: Understanding Test Results.

For the latest public health orders and public guidance, visit: https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions

For a list of all Interior Health COVID-19 immunization clinics and other resources visit: https://www.interiorhealth.ca/health-and-wellness/disease-outbreaks/covid-19/immunization-clinics

-30-

PUBLIC SERVICE ANNOUNCEMENT

TreeCanada ArbresCanada

December 14, 2021

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

Dear City of Salmon Arm,

Thank you for applying to the *BC Hydro Community ReGreening Grant* program. We at Tree Canada – a non-profit organization dedicated to planting and nurturing trees in urban areas across Canada – are proud to support your efforts.

We are also grateful to count on the dedication of individual and corporate donors who believe in our mission and contribute to our programs. As such, we would like to recognize BC Hydro for their steadfast support and ask that you consider writing to our sponsor to thank them, and encourage them to continue with their support of our programs. An email can be sent to:

Patricia Larga: patricia.larga@bchydro.com

Since we rely on partners like you to ensure communities are made aware of the assistance we provide, we encourage you to add treecanada.ca to your municipal website and to follow us on social media. If you prefer, you can connect your Communications Department to ours by reaching out to cburnup@treecanada.ca. We would also be grateful to receive photos or an update as your projects continue to evolve.

Thank you for helping to create a greener and healthier living environment.

Yours truly,

Danielle St-Aubin, MBA
Chief Executive Officer

cc Mayor Alan Harrison

Growing better places to live
Un environnement plus sain prend racine

RECEIVED
JAN 03 2022
CITY OF
SALMON ARM

300-245 rue Cooper Street, Ottawa, Ontario K2P 0G2
Tel.: (613) 567-5545 Fax: (613) 567-5270
E-mail | courriel : info@treecanada.ca | info@arbrescanada.ca | treecanada.ca | arbrescanada.ca

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BRITISH COLUMBIA

December 21, 2021

His Worship
Mayor Alan Harrison
City of Salmon Arm
PO Box 40
Salmon Arm BC V1E 4N2

Reference: 305268

Dear Mayor Harrison:

Re: UBCM Meeting 2021

Thank you for taking the time to meet with me virtually during the Union of British Columbia Municipalities (UBCM) Convention.

It was great to discuss with you the Ross Street Underpass, the City's application to the Active Transportation Network Planning Grant, the BC Air Access Grant, the intersection of Highway 97B and 10th Avenue SE and the Salmon Arm West project.

Thank you, as well, for your letter of September 13, 2021, following up on these topics.

It is a privilege to come together during the UBCM Convention to collectively envision how the challenges we face can be transformed into a resilient future for all British Columbians. The dedication and compassion local governments continue to demonstrate while protecting our communities and balancing diverse priorities is truly admirable.

I am glad that work is moving forward on the Ross Street Underpass. I appreciate the invitation to the opening and look forward to attending. It was also great to hear about the many people involved in the City's Active Transportation Task Force. You may be aware that the provincial government's CleanBC Roadmap to 2030 aims to increase the share of trips made by walking, cycling and transit to 30 per cent by 2030.

British Columbians have shown a growing interest in active transportation during the pandemic. In response, our government provided an additional $16.7 million toward dozens of active transportation improvements through Stronger BC: BC's Economic Recovery Plan. Improvements have been made to multi-use pathways, rail trails, highway crossings, sidewalks, road shoulders and lighting on provincial infrastructure across the province.

.../2

I was pleased that your application to the BC Active Transportation Network Planning Grant Program was successful. I encourage you to apply again in the future for other segments of your plan, and I have asked Kate Berniaz, Manager of Transportation Programs, to ensure you have the support you need. Should you wish to contact Ms. Berniaz, she can be reached at 250 419-8544 or Kate.Berniaz@gov.bc.ca.

I have asked Reg Faubert, Manager of Programs and Air Policy, to contact your staff to discuss to discuss your interest in the BC Air Access Program and the proposed runway project at the Shuswap Regional Airport. Mr. Faubert can be reached at 778 974-4977 or Reg.Faubert@gov.bc.ca.

I have also asked District Manager Erik Lachmuth to follow up with the City to share the results of the ministry's engineering review of the intersection of Highway 97B and 10th Avenue SE. Mr. Lachmuth will discuss next steps with you and can also be reached at 236 766-7194 or Erik.Lachmuth@gov.bc.ca.

The ministry continues to engage with First Nations regarding the Salmon Arm West project. Staff will share information regarding infrastructure naming processes to guide the City's approach to naming the new bridge after Dr. Mary Thomas. I am encouraged to know that this name is supported by the Salmon Arm community and the First Nations involved in the project. If you would like to discuss this idea further, please do not hesitate to contact Jennifer Fraser, Director of the Trans-Canada Highway Program, at 778 362-4541 or Jennifer.Fraser@gov.bc.ca.

As we move forward as a province, our transportation network will play a vital role in supporting economic recovery and creating healthy, sustainable communities. Thanks to leaders like you, we can overcome any obstacle as we work together to create new opportunities for innovation and growth.

Thank you again for taking the time to meet.

Sincerely,

Rob Fleming
Minister

.../3

Copy to: Kaye Krishna
Deputy Minister

Kevin Richter
Associate Deputy Minister

Reg Bawa, Assistant Deputy Minister
Transportation Policy and Programs

Erik Lachmuth, District Manager
Okanagan Shuswap District

Kate Berniaz, Manager, Transportation Programs
Programs and Corporate Initiatives Branch

Reg Faubert, Manager, Programs and Air Policy
Programs and Corporate Initiatives Branch

Jennifer Fraser, Director
Trans-Canada Highway Program

District of Lillooet
615 Main Street, PO Box 610, Lillooet, BC V0K 1V0
Tel: 250-256-4289 **Fax:** 250-256-4288
Lillooet.ca info@lillooet.ca

December 15, 2021

File #: 0400-20

Via email: brad.vis@parl.gc.ca

Brad Vis, MP for Mission-Matsqui-Fraser Canyon
House of Commons
Ottawa, Ontario K1A 0A6

To: Mr. Brad Vis:

RE: BC Wildfires Petition

The District of Lillooet (the "District") Councillor Laurie Hopfl has taken part in conversations with many stakeholders across our community regarding the needed changes to protect BC forests and every living thing in them.

On December 7, 2021, Councillor Hopfl made a notice of motion at the District Regular Council Meeting and sought Council support for a call to action as outlined in a petition, "BC Wildfires" that was signed by 46 Lillooet area residents.

The BC Wildfires petition, enclosed with this correspondence, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

We believe that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the District of Lillooet calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working and to re-evaluate and change those that are not.

As such, the District Council passed resolution R-235-2021:

> *THAT Mayor and Council accept the petition "BC Wildfires" for information;*
>
> *AND THAT the petition be provided to the House of Commons and that MP Brad Vis may address the petition there;*
>
> *AND THAT staff write a letter on behalf of Mayor and Council that reiterates and supports the points in the petition;*
>
> *AND FURTHER THAT the letter be sent to the MLA, MP, and all Councils of BC communities.*

We respectfully request that you present the BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

We invite other BC communities to adopt similar resolutions and join our efforts to bring about change in BC.

On behalf of Council, thank you for your consideration of this request.

Sincerely,

Mayor Peter Busse
District of Lillooet

cc: All UBCM Member Local Governments
Jackie Tegart, MLA for Fraser-Nicola
encl. BC Wildfires petition

BC Wildfires:

Whereas:

We are calling for better forest management and wildfire prevention as well as empowering Local People, working with Licensees, Industry & Contractors, Indigenous Communities, Ranchers, and boots on the ground workers such as Fire Fighters, Forestry workers, and all those that see day to day issues and have the frontline knowledge to provide feedback on the inconsistencies and can help to create change.

Ontario created an 'All Hazards Agency' that employs people to manage fire, flood and slides. We believe BC needs this too. Create full time, year around employment for forest restoration and management for fire fighters.

The trickle effect of lumber prices and availability along with jobs, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases will have an alarming effect on BC's future if we don't change the current forest practice procedures.

We need to make a change to protect BC Forests and every living thing in it.

Therefore:

This petition is calling on our Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working and to re-evaluate and change those that are not.

Reference: Youtube: 'A Valley Destroyed', The story of Monte Lake & Paxton Valley, Part 1 & 2

	NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
1.	Renee Angus	1-2220 Hwy 99 N Lillooet BC		Renee Angus
2.	Jacqueline Bzdel	697 Columbia St Lillooet, BC V0K1V0		[illegible]
3.	B. Allen	7389 Hwy 12 Box 2068		[illegible]
4.	D. Adolph	PO Box 264 1251 Russells St. Lillooet, B.C., V0K1V0, Ca		[illegible]
5.	L. Nathanson	PO Box 701 #3-118 11th Ave. Lillooet BC V0K1V0		[illegible]
6.	Jami Doyle	PO Box 1843 Lillooet BC. V0K1V0		[illegible]
7.	Chelsea Atkinson	PO Box 2007 Lillooet BC V0K 1V0		[illegible]
8	Maria Mascher	133 Pineridge Rd Lillooet, BC V0K1V0		Mascher Maria
9.	Ellen Coggins	PO. Box 1636 Lillooet BC V0K1V0		[illegible]
10.	Erra Storkan	Box 916 Lillooet BC V0K1V0		[illegible]
11.	Sarah Rommell	Box 1108 Lillooet, BC V0K1V0		[illegible]

THEREFORE

NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
Robin Jones	123 Main Avenue Mission		Robin Jones
12. Betty Grossler	415 Sumner Rd		E. J. Grossler
13. BARBARA WESTON	640 SUMMER		Barbara J. Weston
14. Paddy Weston	116 - 11th AVE		P Weston
15. Sophia Lord	632 Main St		[illegible]
16. Daryle Hayward	112 Hoey		Daryle Hayward
17. Shirley MacKay	2927 Transcan Hwy Lytton, BC		S. MacKay
18. Patrik Loring	2927 Transcan Lytton, BC Hwy		Patrik L. Loring
19. B McCandless	Texas Ck Ltd		B McCandless
20. Debbie Cain	165 Ponderosa Hwy		D Cain
21. Mario Tayam	Yalalom Rd 1990		[illegible]
22. LYNDA LORD FACKIN	632 Main ST		[illegible]
23. Ron Taylor	405 Kennedy Pa		RON TAYLOR
24. Karine Jolly	689 Columbia		Karine Jolly
25. Wendy Larman	Box 1402, Lillooet		Wendy Larman
26. [illegible]	" "		[illegible]
27. BRENT CARTER	WINNIPEG		[illegible]
28. LACH MACDONALD	760 MOMA RD		[illegible]
29. LAUREEN WEGET	PO Box 2045 Lillooet B.C.		Laureen Weget
30. Brian E Weeks. BRIAN E WEEKS	270 TAYLOR RD.		Brian E Weeks

ONCE BOTH SIDES OF THIS PETITION ARE COMPLETED, PLEASE RETURN THIS PAGE POSTAGE-FREE TO:

BRAD VIS, MEMBER OF PARLIAMENT – House of Commons, Ottawa, ON K1A 0A6

A paper petition must contain a minimum of 25 valid signatures with addresses. A petition must contain original signatures written directly on the document and not pasted, taped, photocopied or otherwise transferred to it. Each petitioner must sign (not print) their name directly on the petition and must not sign for anyone else. If a petitioner cannot sign because of illness or disability, this must be noted on the petition and the note signed by a witness.

PETITION TO THE GOVERNMENT OF CANADA

BC Wildfires:

Whereas:

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NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
Robin Jones	123 Main Avenue Mission		Robin Jones
31. LAURIE HOPPL	P.O. BOX 1428 LILLOOET, BC.		Laurie Hoppl.
32. G VANDERWOLF	P.O BOX 1358 LILLOOET		G. Vanderwolf IS.NET
33. Hannah Weeks	270 Taylor Rd Lillooet B.C		H Weeks
34. WAYNE COOK	BOX 1507 Lillooet, B.C.		
35. Bob Armitstead	Lillooet BC		
36. Ron McKay	Lillooet BC		Ron McKay
37. Michael Sam	Lytton BC		gmail.com Michael Sam
38. Maria Torres	Lillooet		M. Torres

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	NAME (PRINT)	ADDRESS (FULL Address and City)	EMAIL (PRINT)	SIGNATURE (SIGN)
39.	Bruce Lohnes	PO Box 1462 142 Deste Rd. Lillooet		
40.	Jody Eliuk	BOX 2227 Lillooet		
41	Karen Christianson	5809 Park Drive 100 Mile House, BC		Karen Christianson
42.	RILEY SLAGER.	BOX 417 REVELSTOKE, BC.		
43.	ANN LEECH	PO BOX 1868 LILLOOET BC V0K 1V0		Ann Leech
44.	BARB WIEBE	160 D'este Rd		B Wiebe
45.	Ashton Martin	231 McGwen Road Lillooet		
46.	Norma Warren	335 Lillooet BC		Norma Warren

Gambling Awareness Week

MARCH 20-26, 2022

Gambling Awareness Week 2022 is supported by Gambling Support BC, a provincially funded program that provides **free** education, **free** presentations, and **free** counselling to communities across the province. We are a **gaming and gambling neutral program**, providing support and community engagement to fit the needs of diverse communities and people.

30/30 Community Challenge

We are encouraging **30 Southern-Interior communities to proclaim the week of March 20-26 as Gambling Awareness Week**, to start meaningful conversations about how gaming and gambling are involved with our day-to-day lives.

To support communities in the effort to raise awareness for gaming and gambling support, we can offer digital and print resources, social media graphics, informative websites, local workshops, presentations, and webinars.

Ask about our services and how we can better support you.

Learn more about gaming and gambling support programmes available to you.

Support yourself and others by raising awareness and ending stigma.

Did you know that the earlier kids participate in gambling, the more at risk they are of developing a problem? Canadian researchers found that most problem gamblers began gambling as early as **ten years old**?

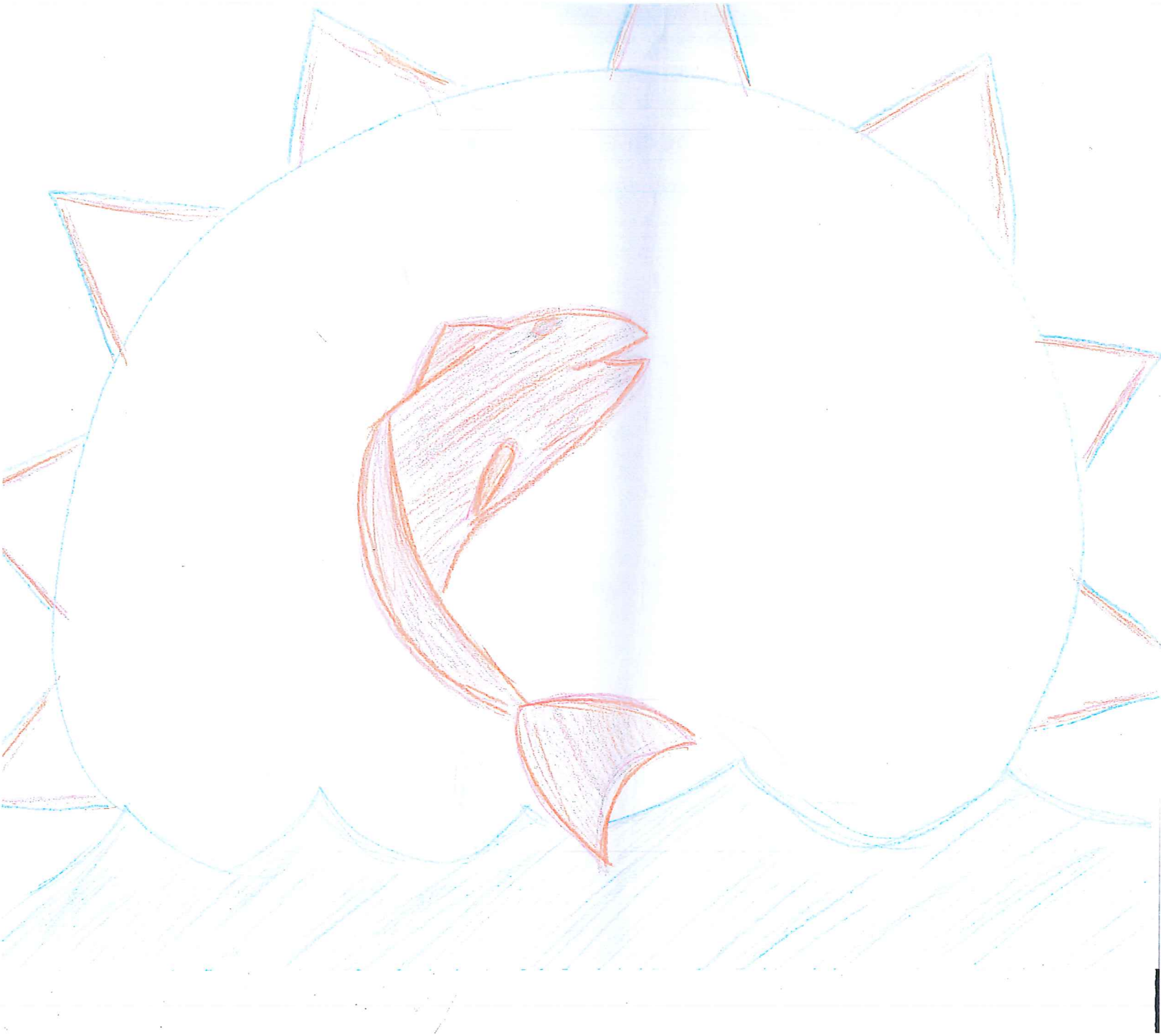
Roxanne L'Esperance
Gambling Support BC Contractor
roxlesp@telus.net
(250)-320-1179

Gambling Awareness Week
choicesandchances.ca

Find Your Balance

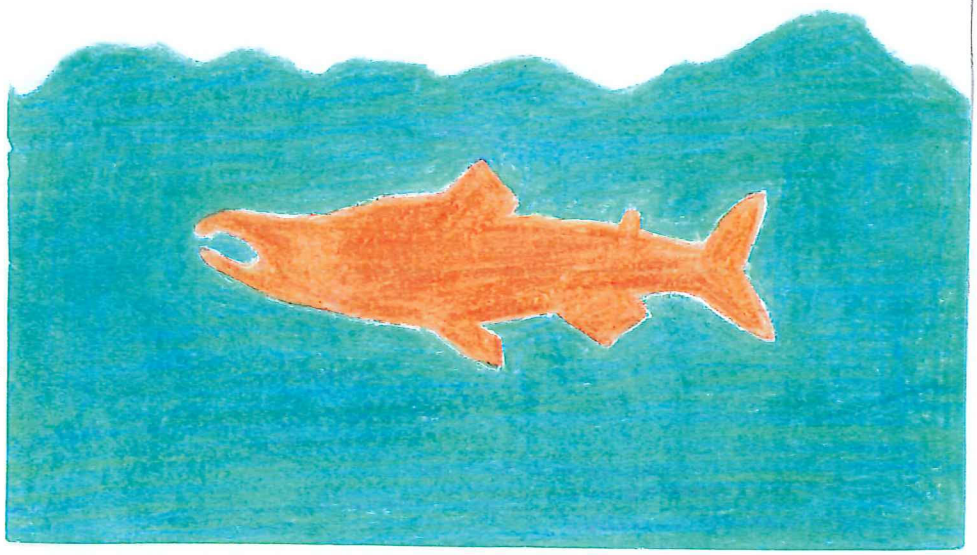
preventionserviceskamloops.ca

le poison réprésente le "salmon" parti de Salmon Arm, et les indigènes car il fessait beaucoup de pêche pour les salmon. L'eau réprésente le lac, car ont vit trés proche. Et le soleil réprésente les beau conditions et comment c'est un ville petit mais contente et plein de bonne chosses et personnes.



[redacted]

In this proposed flag idea, I used the same colours that are on the current Saimon Arm flag, but in a way that better adheres to the guidelines of a good flag. The Ida mountain range symbolises growth and big ideas, and the salmon symbolises the sense of community, as well as represents the species that sustained the people here for so many years.



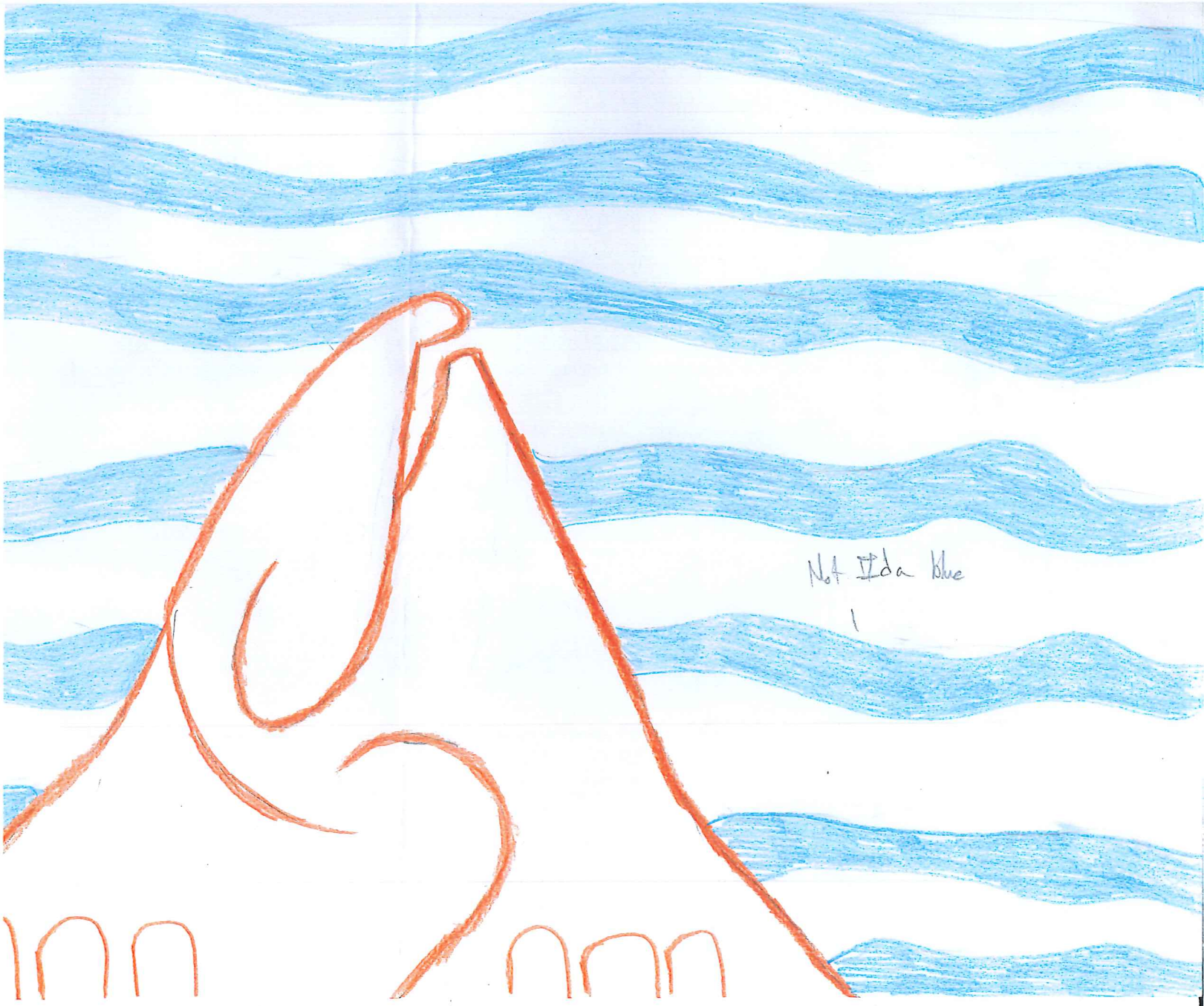
[redacted]

Blue stripes: Shuswap Lake, Water

Fish mountain hybrid: for the name "Salmon" Arm, and mountain for Mount Ida

Colors: I have no idea about the orange but the blue is Ida Blue, for mount Ida. Clever.

The little lumps on the bottom: they mean person, it's an indigenous/aboriginal symbol

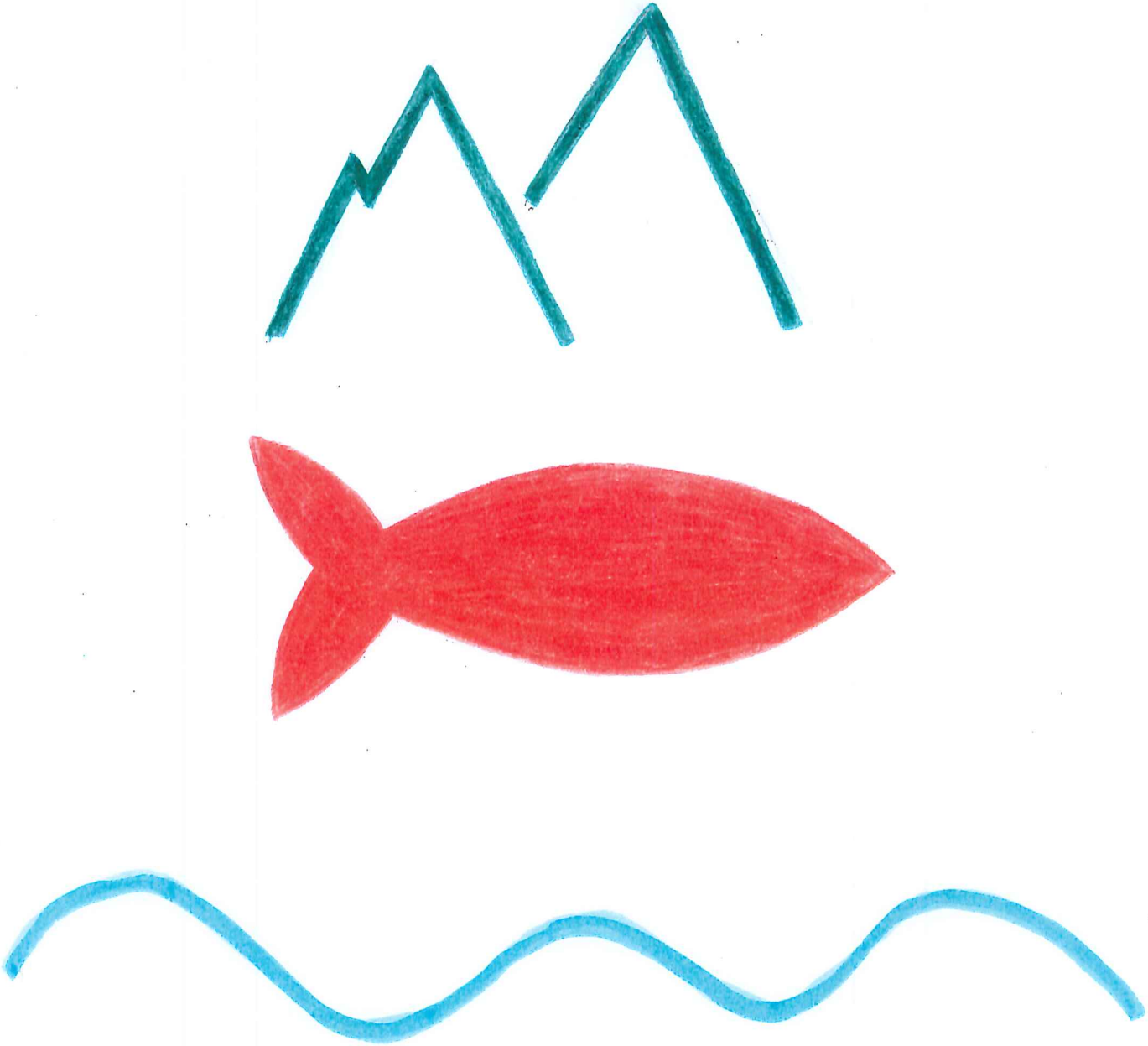

Not Ida blue

[redacted]

Life is a pony.
Bogel bites.

[redacted]

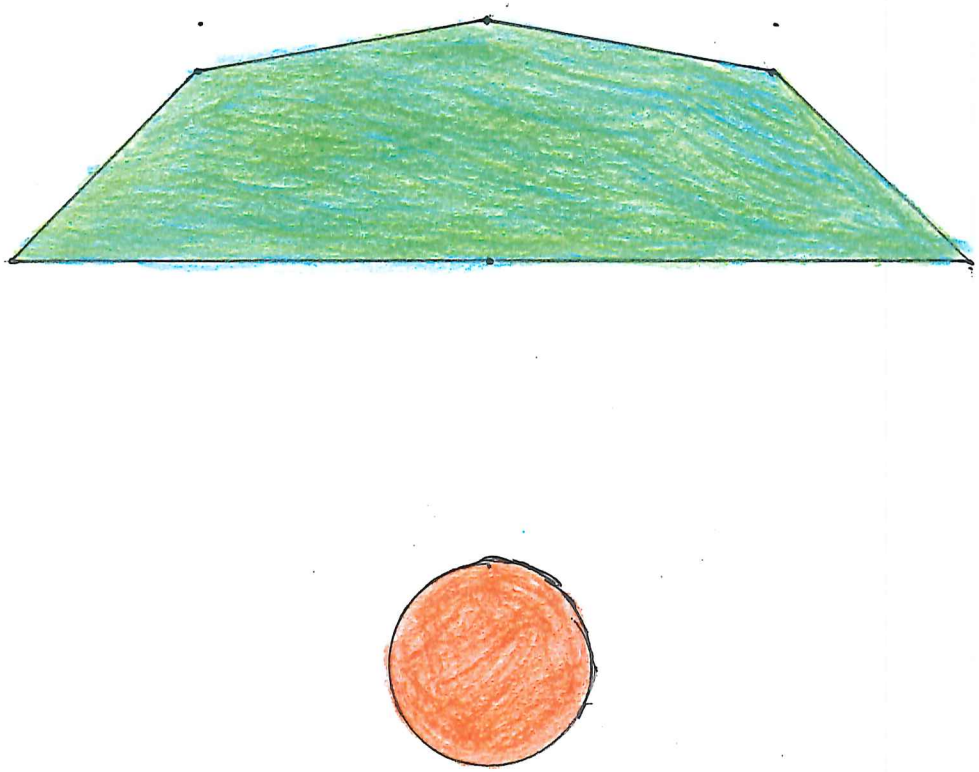
Les montagne vert symbolisé Mt. Ida, et la saumon symbolisé l'importance et la signification des cours de saumon. (ça va être l'orange de Salmon Arm.) Le bleu vague est les rivères que les saumons nagé dans, et la lac Shuswap, car c'est un grand attraction des touristes. (ça va être le bleu d'Ida)



[redacted]

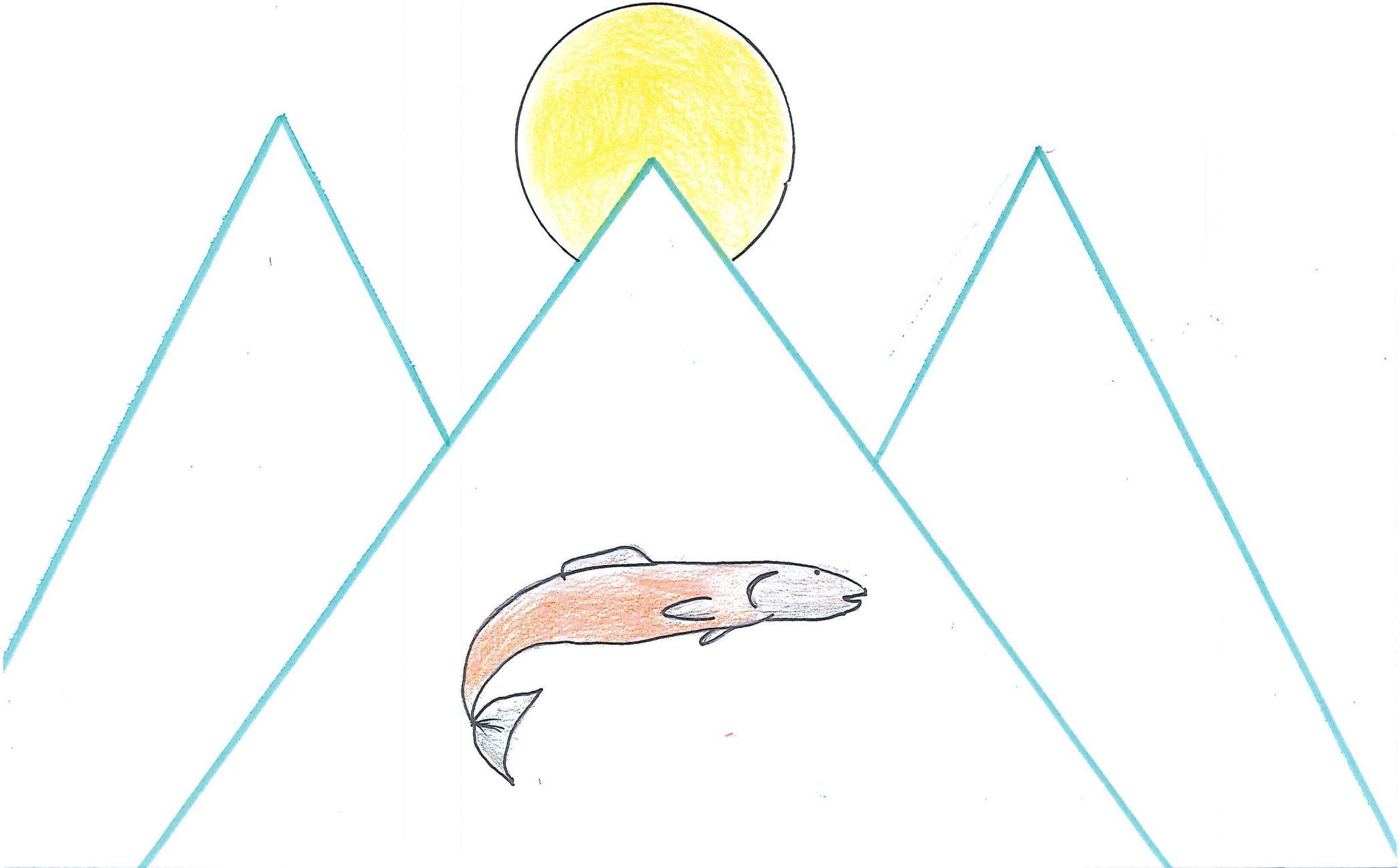
Le ~~monte~~ cercle représente que la ville de Salmon Arm est entourer par des montagnes. Ça aussi représent qu'on a 4 séson.

Le canau représent que la ville ~~dem~~ Salmon Arm est sur la territoire non-cédé des Secwepémcs.



The mountains simbolise the mountains that surround us as well as Mount Ida. The salmon is, simbolique to indigenous people and it also includes the name of our town. The sun is a representation of the sun on the flag of British Columbia.

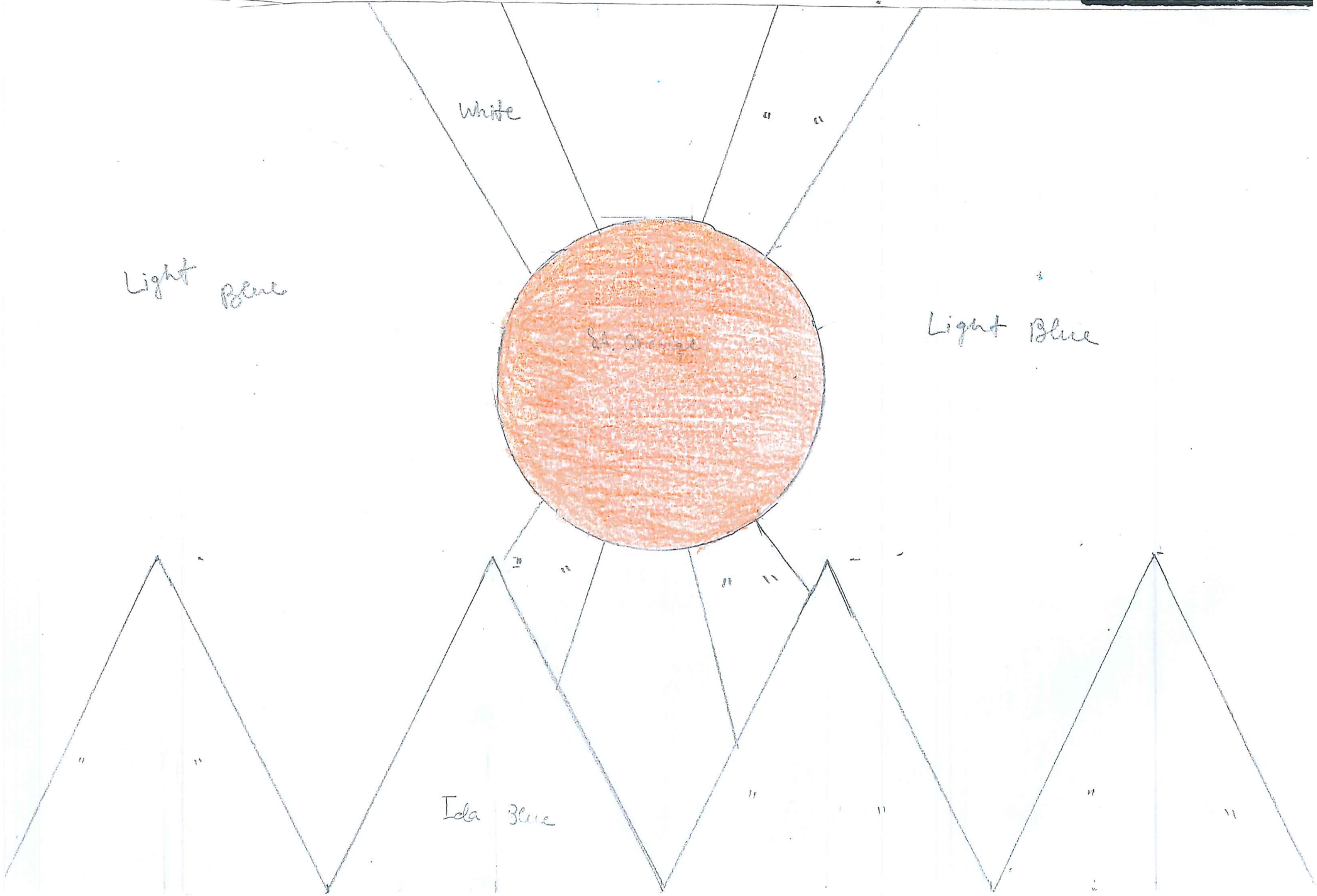
* mountains should be filled with Ida blue.

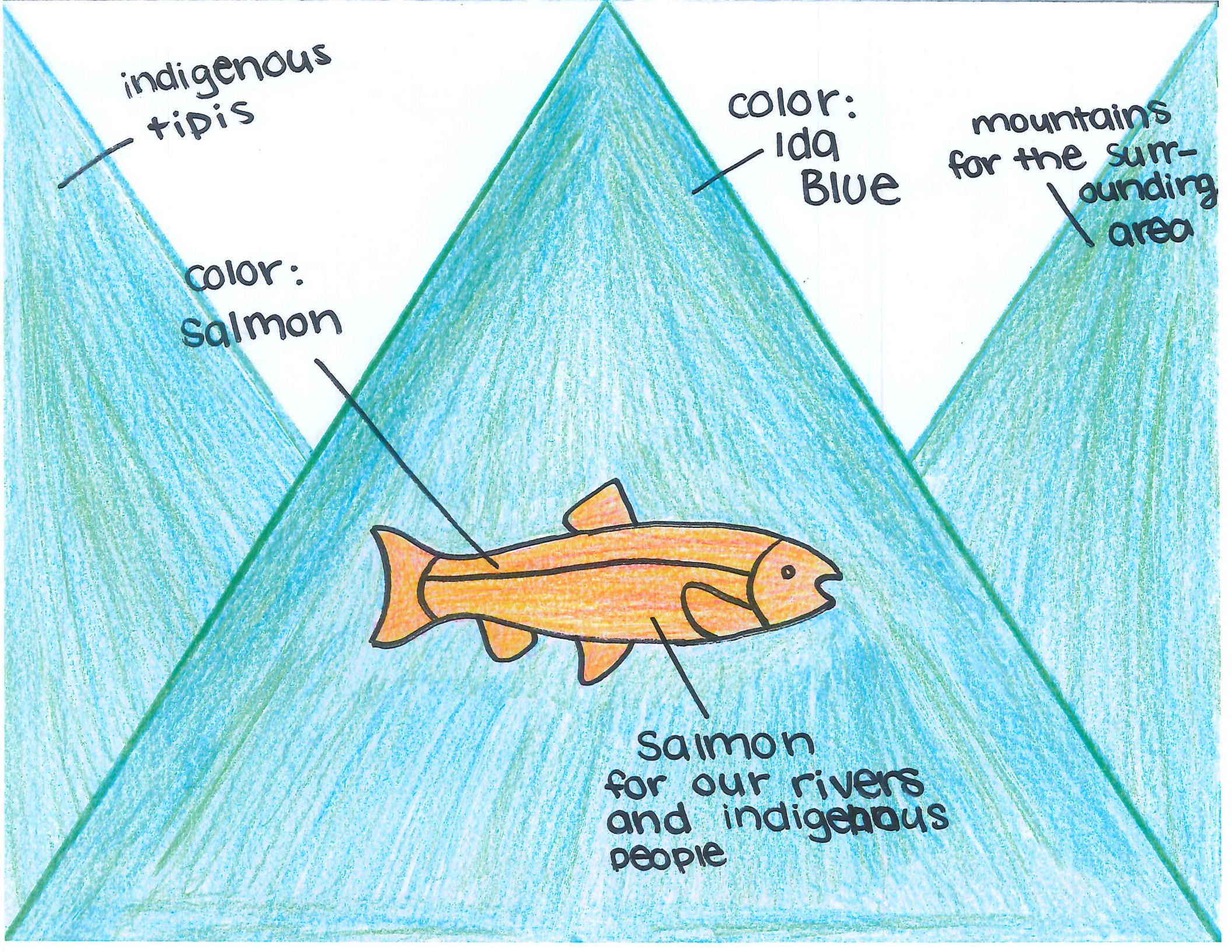


The four triangles on the bottom represent the four mountains surrounding us.

- The circle in the middle represents the sun that is here so often all year round.
- The four stripes leading away from the centre represent the four arms of Lake Shuswap.
- The light blue background represents the bright blue sky.

[redacted]


White
Light Blue
Lt. Orange
Light Blue
Ida Blue


indigenous tipis
color: Ida Blue
mountains for the surr-ounding area
color: salmon
salmon for our rivers and indigenous people

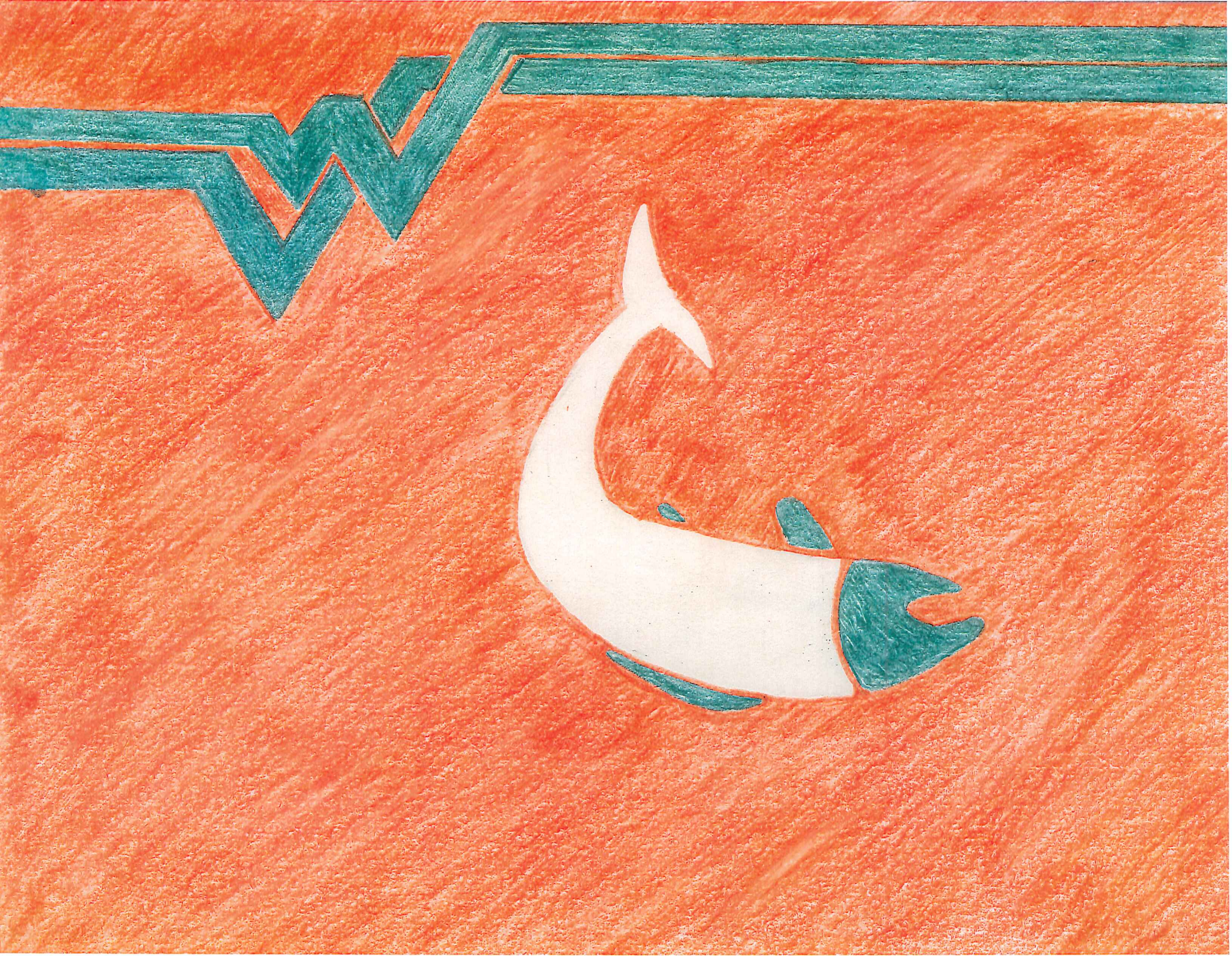
Orange: recalling the indigenous community in SA and surrounding areas

Blue: Mt. Ida blue, because mt. Ida blue

Mountains: Mountains (except mt. Ida, because it already has it's own colour)

Salmon: Salmon (!)

[redacted]



OUR FLAG

[redacted]

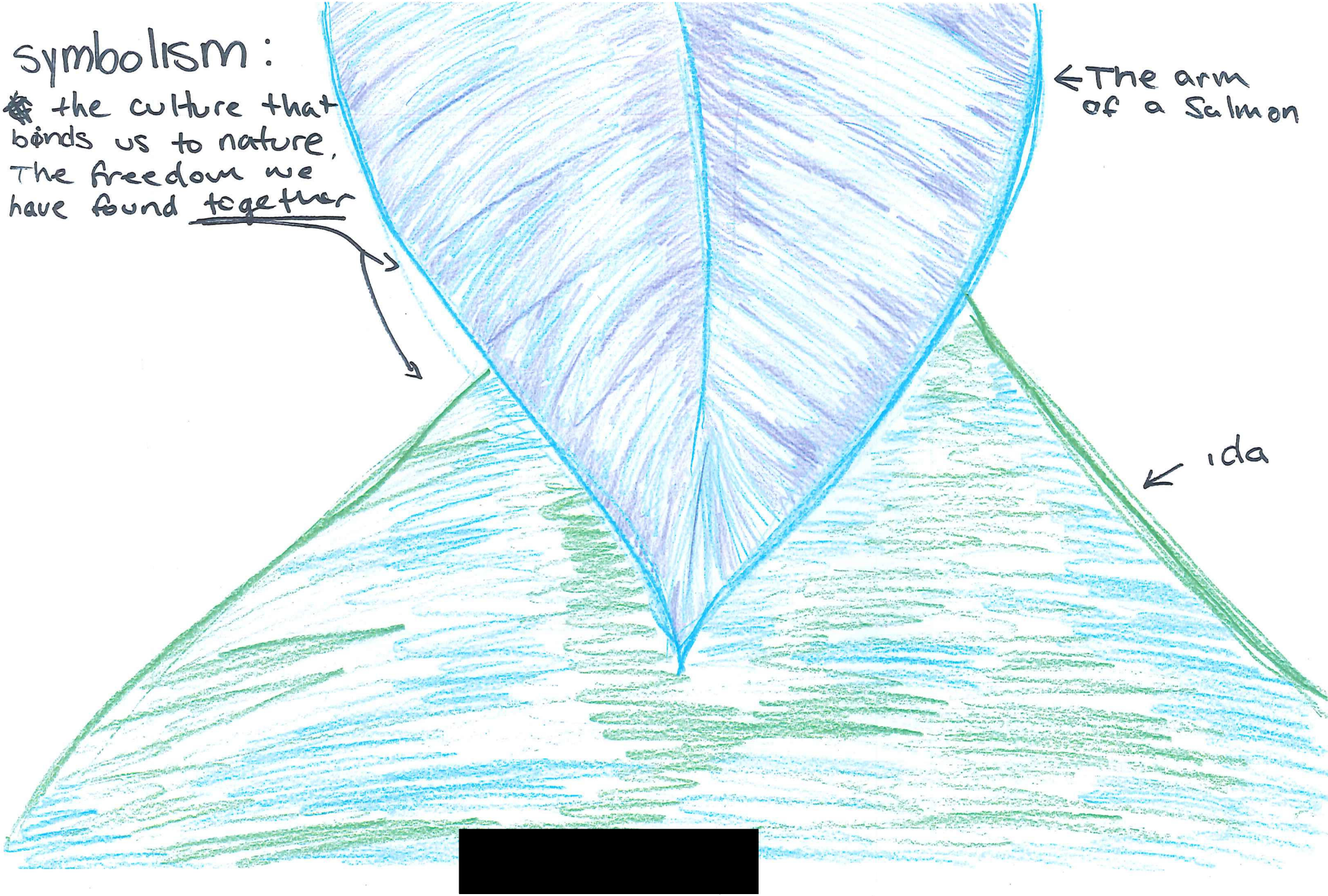
The mountains on our flag symbolize that Salmon Arm is a small city out in the country with lots of trails and opportunities for adventure. The mountains also represent the big ideas and growth of our small community. The salmon symbolizes that our community works together as one like salmon. The Salish art represents that we are all living and learning on the unseated territory of the Secwepmec peoples.

FIVE STAR. ★★★★★

STAR. ★★

symbolism:

the culture that binds us to nature, The freedom we have found <u>together</u>



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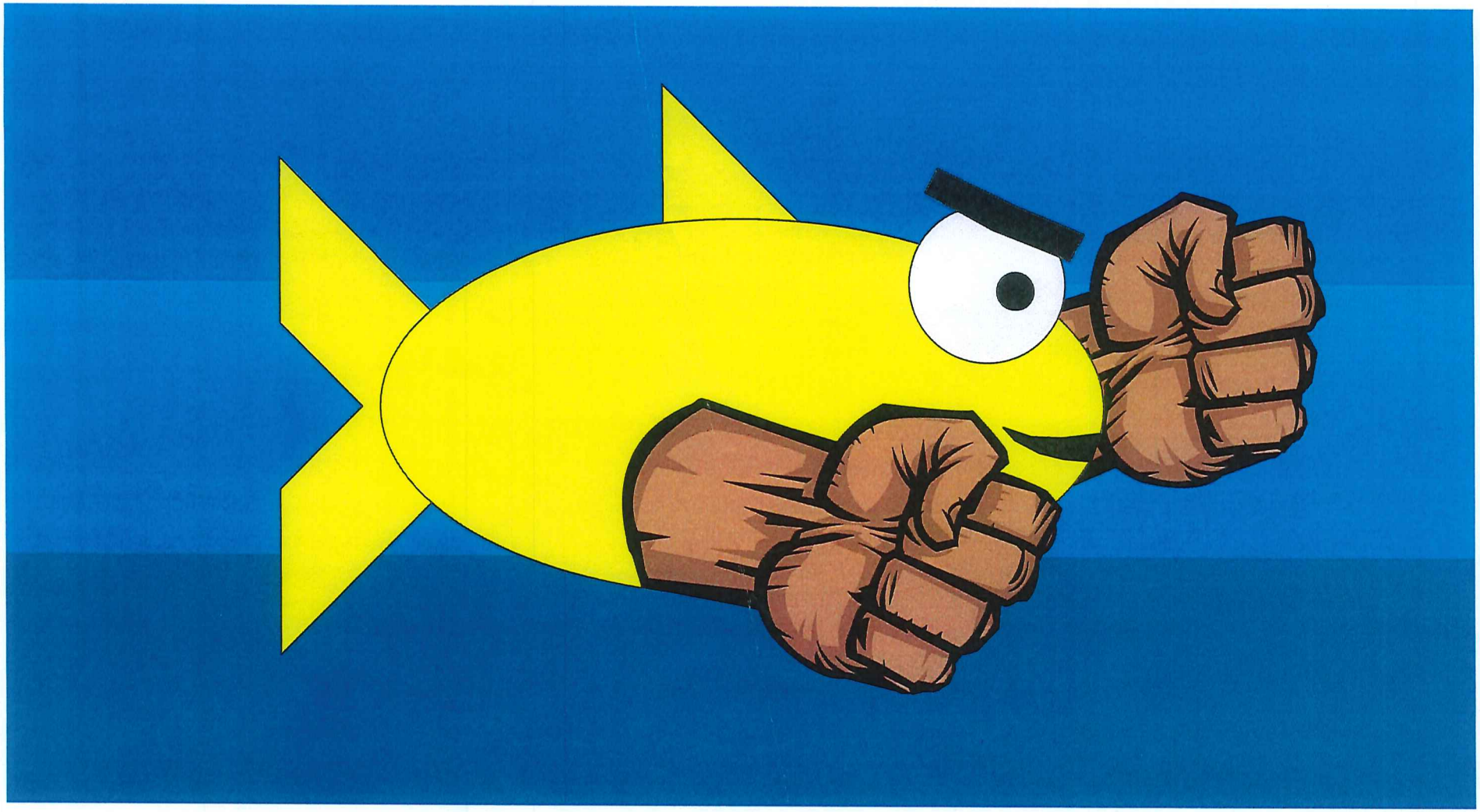
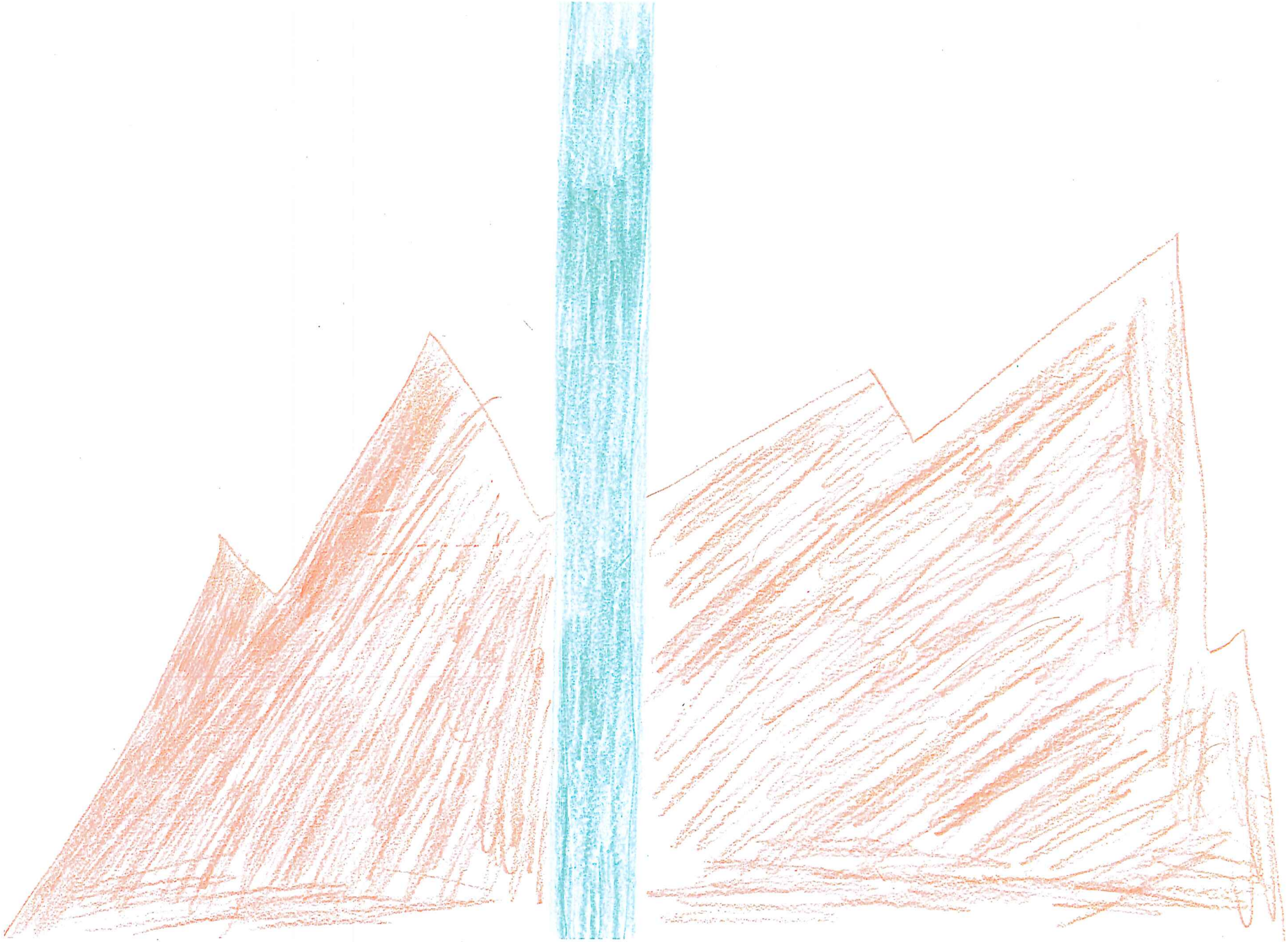
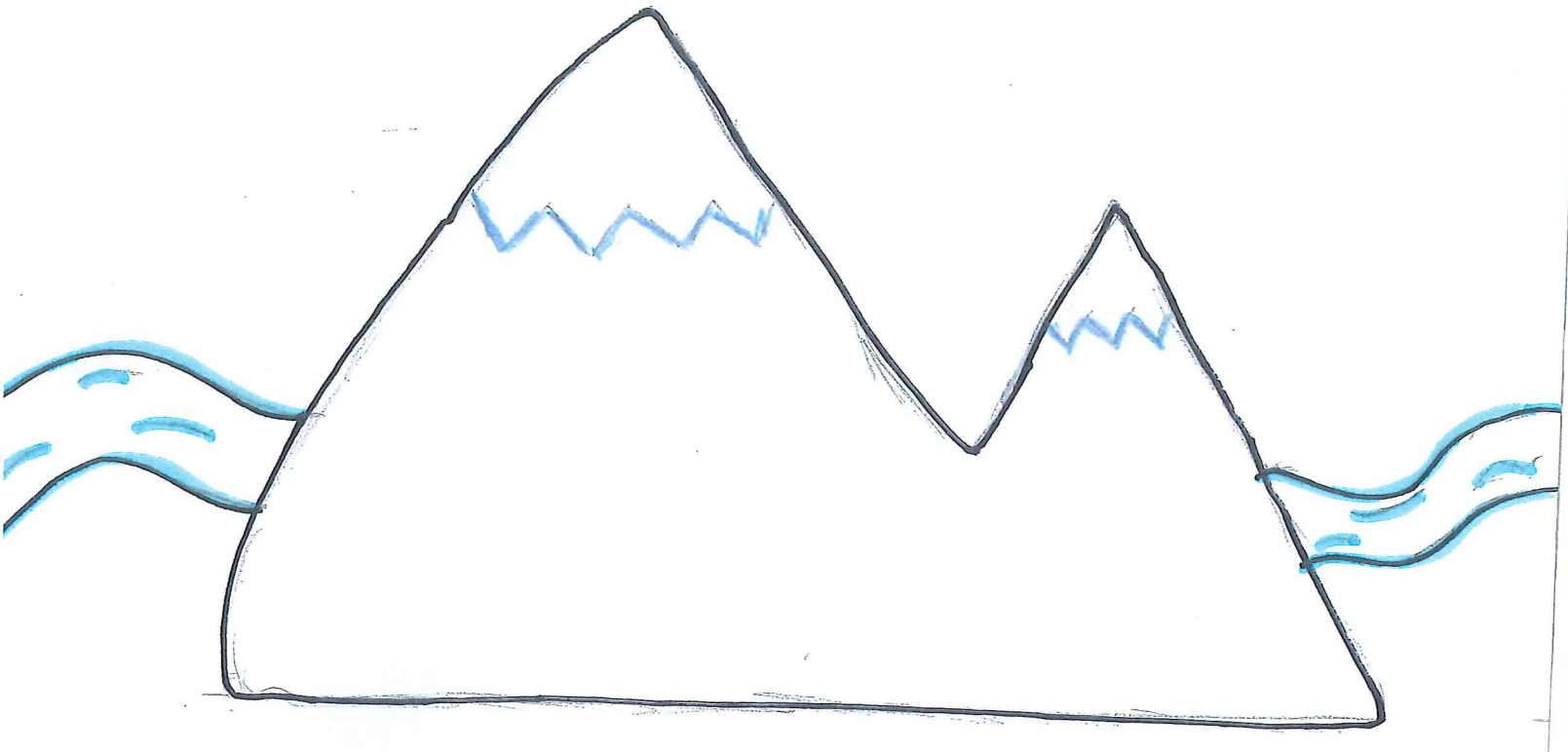




Evangeline

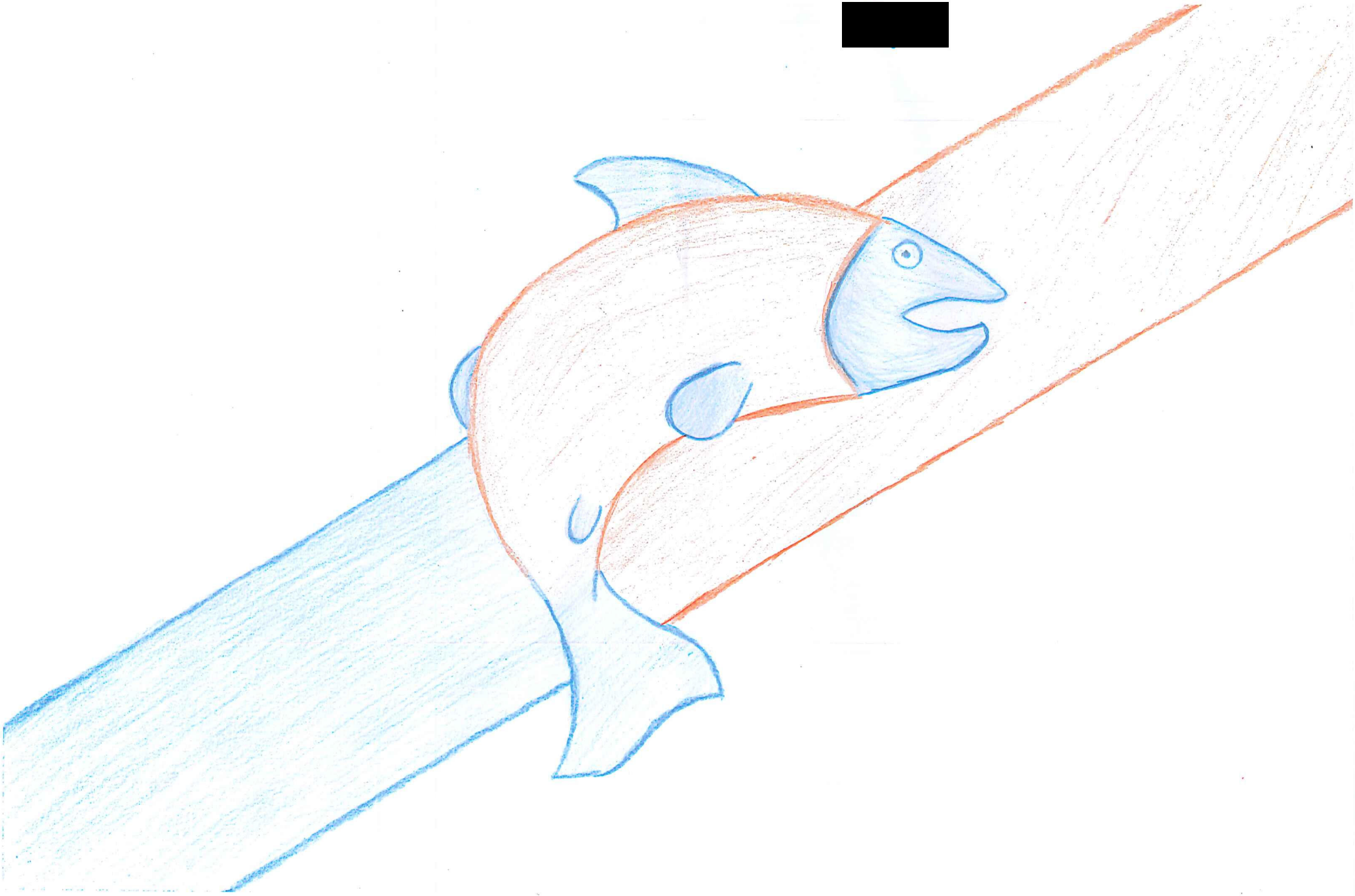


Salmon arm is known for its lakes and big mountains. The water in the back symbolizes the Shuswap lake and the mountains symbolize all the beautiful mountains around the town.

The hand represents one of the four "arms" of shushwap lake, which on the flag wraps around the arm.
The arm/hand also is a symbol of the people of Salmon Arm and how we are connected as a community and as a city.
The flag is coloured in Salmon Arm's two main colours, Salmon Arm orange & Ida Blue.

Eva Goldberg

[redacted]

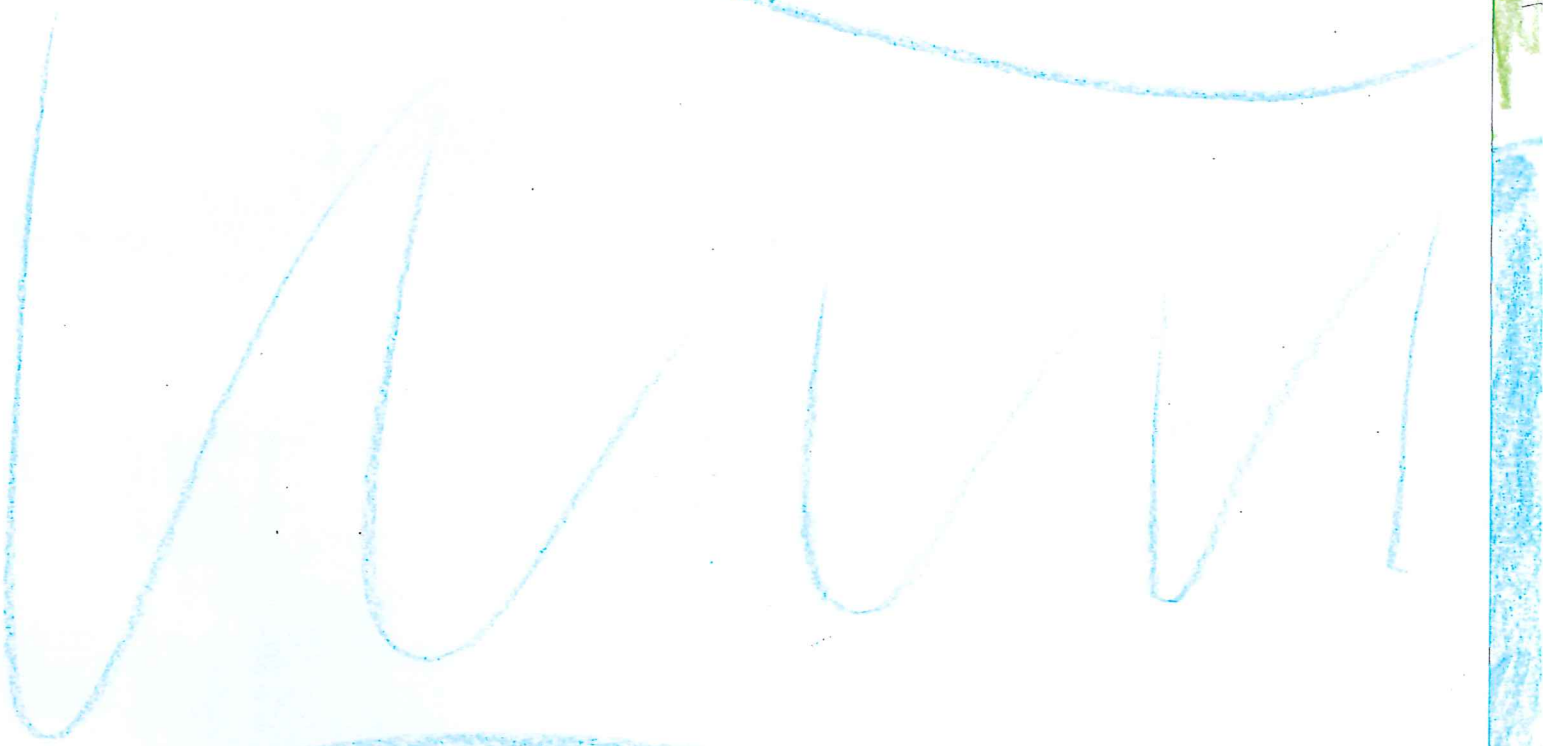


The salmon represents Salmon Arm
The big line represents the west and uptown Salmon Arm
and downtown Salmon Arm.
The blue is supsed to be idaho blue and it represents
mount idaho while the orange is Salmon orange.

Even though in your eyes the current flag of Salmon Arm is a good flag I belive that this submition has improved upon your designs. with the yellow border as a visualy apealing it also represents how this town is surrounded by mountains.

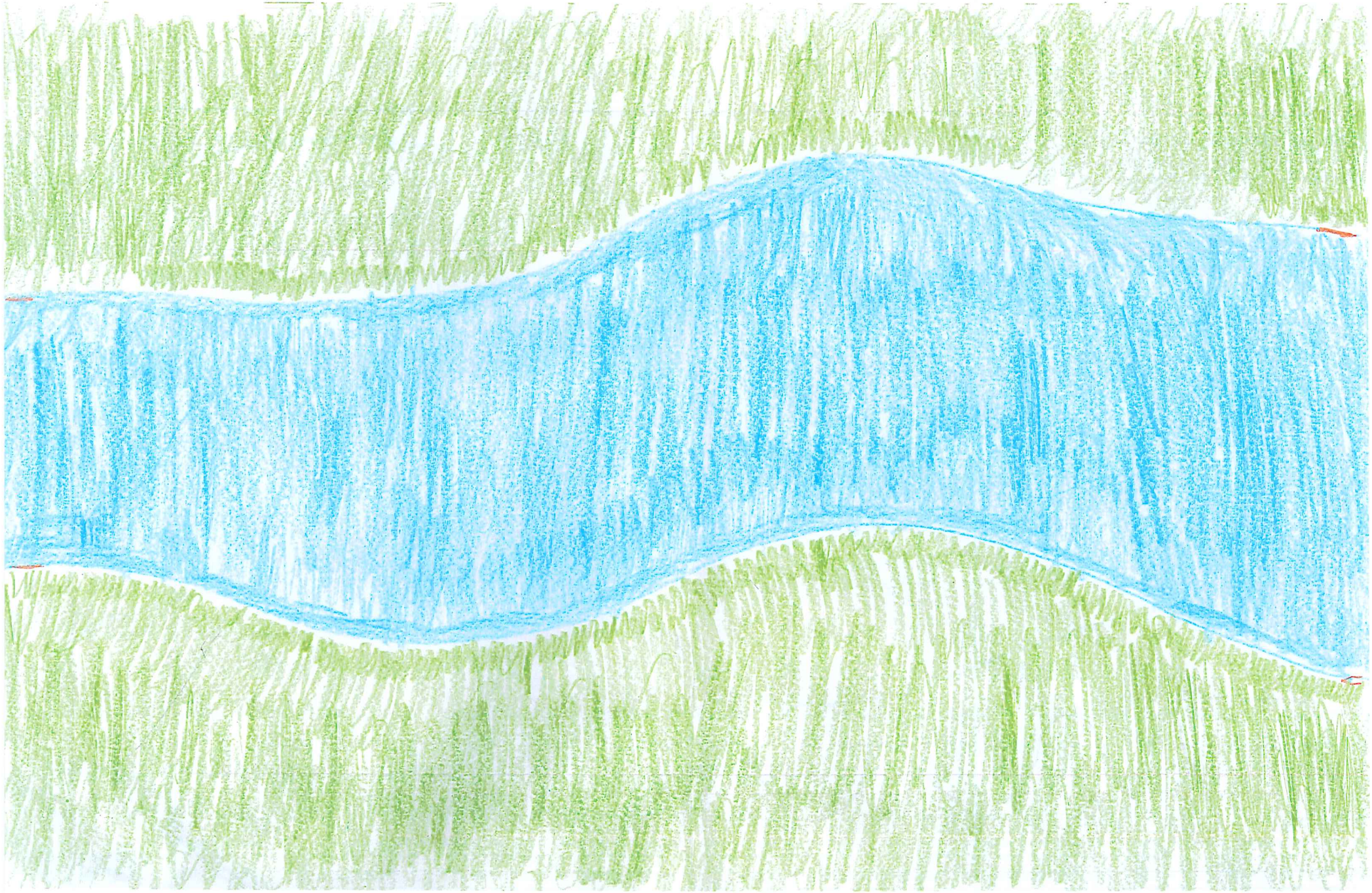
[redacted]

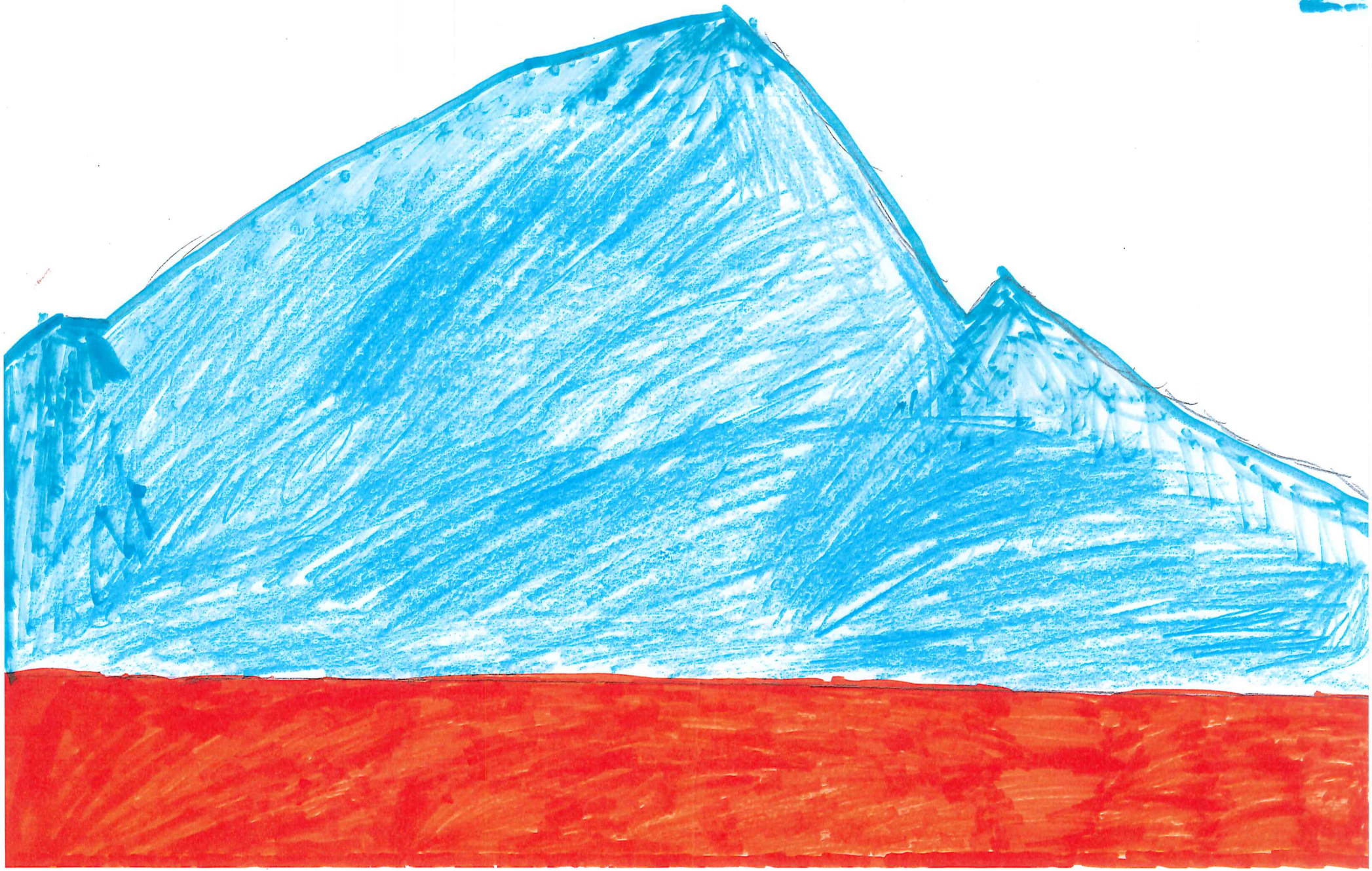
S.A.

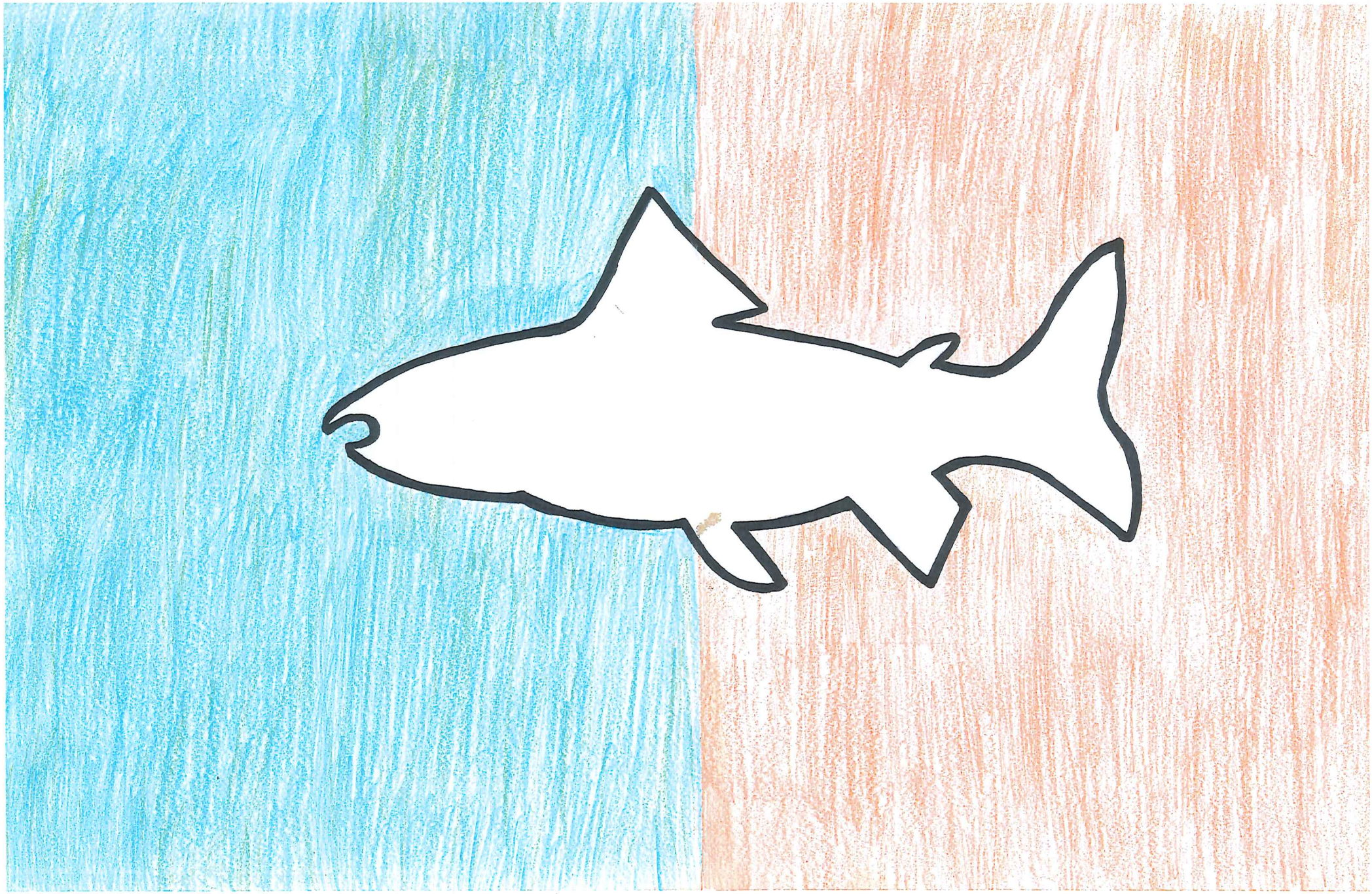


Qui est le bleu dida

La bleu dans la mileu
symbolise la lac et les rivères.
La vert symbolise comment nous
ont beaucoup de nature et arbres.
La vert est autour du bleu car
la lac est entouré des arbres.





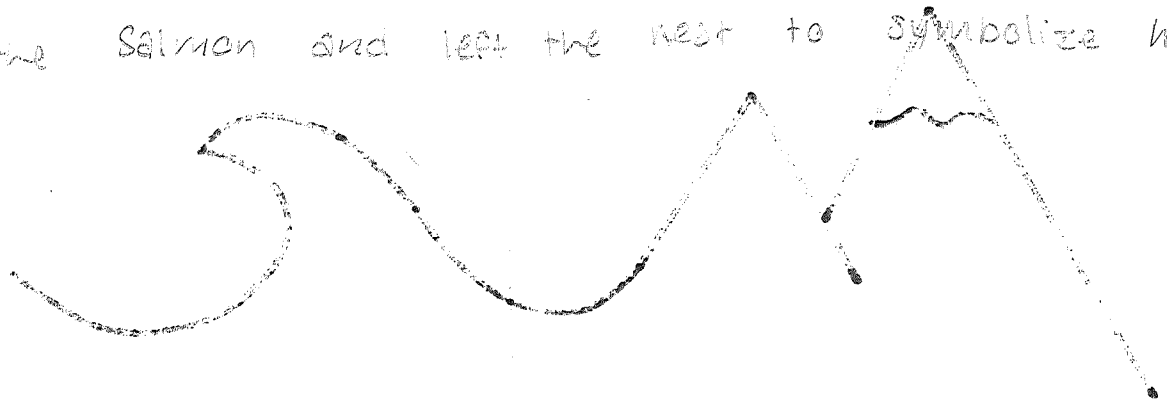


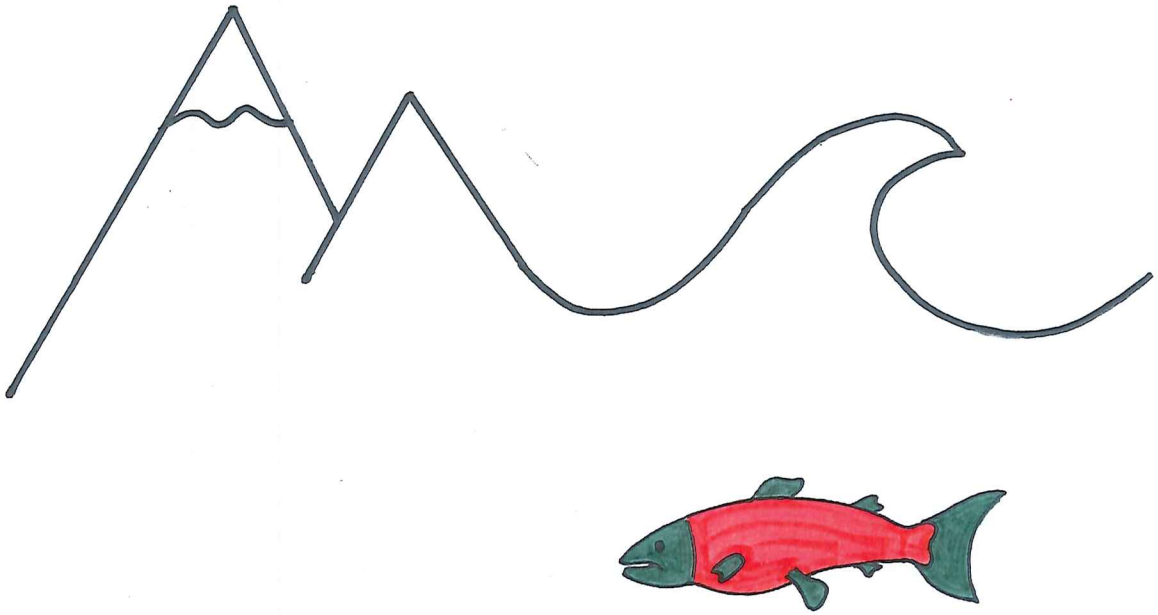
Mountains - We put mountains on our flag because we have mountains surrounding us

water - we put water on our flag because of the lake and because its in the center of the city.

Salmon - And of course the salmon, its in the name.

Color - we colored the salmon and left the rest to symbolize how important the salmon is.





Late Item 12.1.16 - A. Morris, Salmon Arm Ecumenical KAIROS Committe - letter dated January 7, 2022

January 7, 2022

Mayor Alan Harrison and Members of Salmon Arm City Council

Your Worship and Members of Council:

I am writing on behalf of the Salmon Arm Ecumenical KAIROS Committee to alert you to an international initiative towards reducing the threat of nuclear weapons, and to encourage your support for it.

In April 2020, Salmon Arm City Council adopted a motion authorizing the Mayor to write to Prime Minister Trudeau and the Foreign Affairs Minister urging that Canada make nuclear arms control and disarmament a national priority, and work towards achieving an international consensus that will save the Non-Proliferation Treaty (NPT) when it comes up for Review at the United Nations.

The NPT is the bedrock of the international effort to eliminate nuclear weapons, and at five-year intervals it comes up for Review. The 2020 NPT Review Conference, postponed several times because of COVID-19, is now scheduled to take place in August at the United Nations in New York.

An Open Letter to the nuclear-weapon States and other States Parties of the Non-Proliferation Treaty (NPT) is being circulated for signatures by individuals and organizations. It is titled 'Fulfill the NPT: From Nuclear Threats to Human Security', and its purpose is to remind the nuclear-weapon States Parties that they have a legal obligation under the NPT to step back from nuclear war and pursue nuclear disarmament in good faith, and that this would be good for everyone's security.

To this end, **the Open Letter seeks to persuade the NPT nuclear-weapon States Parties to adopt a 'No-First-Use' policy**, which would reduce the risk of nuclear war by accident or miscalculation.

While the recent statement by the nuclear-weapon States Parties that ***'a nuclear war cannot be won and must never be fought'***, is encouraging, it is deeply troubling and alarming that they continue to threaten each other and the world with nuclear weapons, maintain options to launch a nuclear war (first-use of nuclear weapons), while spending billions of dollars modernizing and deploying their nuclear weapons.

Over 700 political, military, and religious leaders, as well as legislators, academics, scientists, business leaders, youth, lawyers, Nobel Laureates, and other representatives of civil society have already endorsed the Open Letter.

I respectfully invite you to look at the Open Letter and

(a) consider authorizing the Mayor to endorse it on behalf of Salmon Arm City Council; and

(b) consider endorsing it individually as a member of Salmon Arm City Council

Here is the **link to the Open Letter and to the space for Endorsements**: https://nofirstuse.global/fulfil-the-npt-from-nuclear-threats-to-human-security/

The Open Letter, with endorsements, will be sent to the NPT States Parties on **January 24th.** For more information, please see: https://nofirstuse.global/2021/11/12/fulfil-the-npt-from-nuclear-threats-to-human-security/ also: https://nofirstuse.global/about-us/

With best wishes,

Anne Morris
Salmon Arm Ecumenical KAIROS Committee