1. January 24, 2022 - Agenda And Correspondence

Documents:

JANUARY 24, 2022 - AGENDA.PDF
JANUARY 24, 2022 - COUNCIL CORRESPONDENCE.PDF

1.I. January 24, 2022 - Late Item 12.2 - Shuswap Community Foundation

Documents:

JANUARY 24, 2022 - LATE ITEM 12.2 - SHUSWAP COMMUNITY FOUNDATION.PDF

1.I.i. January 24, 2022 - Late Item 9.2 - UBCM Poverty Reduction Grant Application

Documents:

JANUARY 24, 2022 - LATE ITEM 9.2 - UBCM POVERTY REDUCTION GRANT APPLICATION.PDF

1.I.i.1. January 21, 2022 - Late Item 9.3 -

Documents:

JANUARY 24, 2022 - LATE ITEM 9.3 - ANIMAL CONTROL SERVICES CONTRACT.PDF

SALMONARM
SMALL CITY, BIG IDEAS

AGENDA

City of Salmon Arm
Regular Council Meeting

Monday, January 24, 2022
1:00 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 – 10		1.	Regular Council Meeting Minutes of January 10, 2022
	7.		**COMMITTEE REPORTS**
11 – 14		1.	Development and Planning Services Committee Meeting Minutes of January 17, 2022
15 – 18		2.	Environmental Advisory Committee Meeting Minutes of January 14, 2022
19 – 22		3.	Community Heritage Commission Meeting Minutes of January 10, 2022
23 - 28		4.	Downtown Parking Commission Meeting Minutes of January 18, 2022
	8.		**COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE**

	9.		**STAFF REPORTS**
29 - 32		1.	Acting Chief Administrative Officer – Property Disposition 5920 Auto Road SE
	10.		**INTRODUCTION OF BYLAWS**
33 – 46		1.	City of Salmon Arm Zoning Amendment Bylaw No. 4489 [ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8] – First and Second Readings
47 - 50		2.	City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495 – First, Second and Third Readings
	11.		**RECONSIDERATION OF BYLAWS**
51 - 56		1.	City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 [Airport User Fees] – Final Reading
	12.		**CORRESPONDENCE**
57 - 58		1.	Informational Correspondence
	13.		**NEW BUSINESS**
	14.		**PRESENTATIONS / DELEGATIONS**
59 - 62		1.	Presentation 4:00 – 4:15 p.m. (approximately) Staff Sergeant West, Salmon Arm RCMP Detachment – Quarterly Policing Report October to December, 2021
	15.		**COUNCIL STATEMENTS**
	16.		**SALMON ARM SECONDARY YOUTH COUNCIL**
	17.		**NOTICE OF MOTION**
	18.		**UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
	19.		**OTHER BUSINESS**
63 - 64		1.	Councillors Lindgren and Lavery – Living Wage
	20.		**QUESTION AND ANSWER PERIOD**

7:00 p.m.

Page #	Item #		Description
	21.		**DISCLOSURE OF INTEREST**
	22.		**HEARINGS**
65- 80		1.	Development Variance Permit Application No. VP-544 [Bernard, R.; 870 10 Street NE; Setback requirements]
81 – 108		2.	Development Permit Application No. DP-436 [Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]
	23.		**STATUTORY PUBLIC HEARINGS**
109 – 122		1.	Zoning Amendment Application No. ZON-1226 [Hanson, G. & G.; 1020 17 Avenue SE; R-1 to R-8]
123 – 148		2.	Land Use Contract Termination No. LUC P1971 [Canoe Creek Estates]
149 – 150		3.	Zoning Amendment Application No. ZON-1225 [Canoe Creek Estates; R-1 to R-6] *See item 23.2 for Staff Report*
151 - 152		4.	Mobile Home Park Amendment Application [Canoe Creek Estates lot sizes] *See item 23.2 for Staff Report*
	24.		**RECONSIDERATION OF BYLAWS**
153 – 156		**1.**	City of Salmon Arm Zoning Amendment Bylaw No. 4488 [Hanson, G. & G.; 1020 17 Avenue SE; R-1 to R-8] – Third and Final Readings
157 – 164		**2.**	City of Salmon Arm Land Use Contract Termination Bylaw No. 4485 [Canoe Creek Estates] – Third Reading
165 – 172		**3.**	City of Salmon Arm Zoning Amendment Bylaw No. 4486 [Canoe Creek Estates; R-1 to R-6] – Third Reading
173 – 176		**4.**	City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487 [Text Amendment; Canoe Creek Estates lot sizes] – Third Reading
	25.		**QUESTION AND ANSWER PERIOD**
177 - 178	**26.**		**ADJOURNMENT**

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Item 2.

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Cannon

Seconded: Councillor Lavery

a) THAT: pursuant to Section 90(1) (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; 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 24, 2022

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting Minutes of January 10, 2022, 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 1:30 p.m. and reconvened at 2:30 p.m. on **Monday, January 10, 2022.**

PRESENT:

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

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

ABSENT:

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0001-2022

Moved: Councillor Cannon
Seconded: Councillor Lavery
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.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.
Council returned to Regular Session at 2:27 p.m.
Council recessed until 2:32 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 Item 12.1.16 – A. Morris, Salmon Arm Ecumenical KAIROS Committee – letter dated January 7, 2022

Addition of Item 13.1 – Contractor Proof of Vaccination Policy

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of December 13, 2021

0002-2022

Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: the Regular Council Meeting Minutes of December 13, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Housing Task Force Meeting Minutes of November 22, 2021

0003-2022

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the Housing Task Force Meeting Minutes of November 22, 2021, be received as information.

CARRIED UNANIMOUSLY

2. Community Heritage Commission Meeting Minutes of December 6, 2021

0004-2022

Moved: Councillor Cannon
Seconded: Councillor Wallace Richmond
THAT: the Community Heritage Commission Meeting Minutes of December 6, 2021, be received as information.

CARRIED UNANIMOUSL

3. Environmental Advisory Committee Meeting Minutes of December 10, 2021

0005-2022

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: the Environmental Advisory Committee Meeting Minutes of December 10, 2021, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

Board in brief – December 2021 – Received as information.

9. STAFF REPORTS

1. Director of Corporate Services – Downtown Street Cleaning Agreement, Salmon Arm Downtown Improvement Association

0006-2022

Moved: Councillor Wallace Richmond
Seconded: Councillor Cannon
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.

CARRIED UNANIMOUSLY

2. Director of Corporate Services – Environmental Advisory Committee Terms of Reference

0007-2022

Moved: Councillor Lindgren
Seconded: Councillor Cannon
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

CARRIED UNANIMOUSLY

3. Director of Engineering & Public Works – Ross Street Underpass – Sanitary Budget Amendment

0008-2022

Moved: Councillor Lavery
Seconded: Councillor Cannon
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.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

4. Director of Engineering & Public Works – Public Works Building Renovation – Phase 1 Construction

0009-2022

Moved: Councillor Flynn
Seconded: Councillor Eliason
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.

CARRIED UNANIMOUSLY

5. Director of Engineering & Public Works – Award of RFP for Engineering Services for Foreshore Sanitary Main Replacement (Phase 2)

0010-2022

Moved: Councillor Eliason
Seconded: Councillor Cannon
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.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 [Airport User Fees] – First, Second and Third Reading and Terminal Building Lease

0011-2022

Moved: Councillor Eliason
Seconded: Councillor Flynn
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

10. INTRODUCTION OF BYLAWS - continued

1. City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 [Airport User Fees] - First, Second and Third Reading and Terminal Building Lease - continued

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.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

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

0012-2022

Moved: Councillor Wallace Richmond
Seconded: Councillor Flynn
THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4451 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

5. J. McEwan, Salmon Arm Fall Fair Manager - letter dated December 27, 2021 - Local Festivals - Building Communities Through Arts and Heritage

0013-2022

Moved: Councillor Lindgren
Seconded: Councillor Wallace Richmond
THAT: Council support The Salmon Arm and Shuswap Lake Agricultural Association in their application for funding - Local Festivals - Building Communities Through Arts and Heritage.

CARRIED UNANIMOUSLY

7. A. Slater, General Manager, SILGA - email dated December 13, 2021 - 2022 Call for nominations/SILGA Call for Resolutions

0014-2022

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: Council support Councillor Wallace Richmond's nomination to the Southern Interior Local Government Association.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued

1. Informational Correspondence - continued

7. A. Slater, General Manager, SILGA – email dated December 13, 2021 – 2022 Call for nominations/SILGA Call for Resolutions - continued

0015-2022

Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: Council nominate the Zest Food Hub for the 2022 SILGA Community Excellence Award.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Bylaw Enforcement – Year End Statistics 2021

S. Darlington, Bylaw Officer provided on overview of statistics from 2021 and was available to answer questions from Council.

13. NEW BUSINESS

1. Contractor Proof of Vaccination Policy

The following Motion was released from the In-Camera Council Meeting of January 10, 2022:

0003-2022 (ic)

Moved: Councillor Wallace Richmond
Seconded: Councillor Cannon
THAT: Council adopt City of Salmon Arm Policy 6.10 – Proof of Vaccination – Contractors as presented effective January 31, 2022.

CARRIED UNANIMOUSLY

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

1. 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;

17. NOTICE OF MOTION - continued

1. Notice of Motion – Councillors Lindgren and Lavery – Living Wage - continued

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.

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

21. ADJOURNMENT

0016-2022 Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: the Regular Council Meeting of January 10, 2022, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:41 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2022.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of January 17, 2022, be received as information.

Vote Record

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

Opposed:

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, January 17, 2022.

PRESENT:

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

Acting Chief Administrative Officer/
Director of Corporate Services E. Jackson
Director of Engineering & Public Works R. Niewenhuizen
Senior Planner C. Larson
City Engineer J. Wilson (participated remotely)
Planner E. Chorlton
Recorder B. Puddifant

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. Zoning Amendment Application No. ZON-01227 [McCaffrey, A.; 6821 46 Street NE; R-1 to R-8]

Moved: Councillor Wallace Richmond
Seconded: Councillor Cannon
THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 31, Township 20, Range 9,

5. REPORTS - continued

2. Zoning Amendment Application No. ZON-01227 [McCaffrey, A.; 6821 46 Street NE; R-1 to R-8] - continued

W6M, KDYD, Plan EPP106597 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone);

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

1. Registration of a Statutory Right of Way as required by BC Hydro; and
2. Approval by the Ministry of Transportation and Infrastructure.

A. McCaffrey, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

2. Development Variance Permit Application No. VP-544 [Bernard, R.; 870 10 Street NE; Setback requirements]

Moved: Councillor Eliason
Seconded: Councillor Flynn
THAT: the Development and Planning Services Committee recommends to Council that Development Variance Permit No. VP-544 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP104309 to vary Zoning Bylaw No. 2303 as follows:

1. Section 13.12.4 – Exterior Side Parcel Line Setback reduction from 6.0 m to 3.0 m to facilitate construction of an attached garage addition to the existing single family dwelling.

R. Barnard, the applicant, outlined the application and was available to answer questions from the Committee.

CARRIED UNANIMOUSLY

3. Development Permit Application No. DP-436 [Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee recommends to Council that Development Permit No. DP-436 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094 in accordance with the drawings attached as Appendix 2 to the Staff Report dated January 7, 2022;

AND THAT: Issuance of DP-436 be withheld subject to the following:

1. Receipt of a security deposit in the amount of 125% of a landscaper's estimate for completion of the approved landscaping plan.

CARRIED UNANIMOUSLY

6. FOR INFORMATION

7. CORRESPONDENCE

8. ADJOURNMENT

Moved: Councillor Lavery
Seconded: Councillor Eliason
THAT: the Development and Planning Services Committee meeting of January 17, 2022, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:19 a.m.

Mayor Alan Harrison
Chair

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

Item 7.2

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Environmental Advisory Committee Meeting Minutes of January 14, 2022 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, **January 14, 2022** at 2:30 p.m.

PRESENT:

Councillor Sylvia Lindgren	City of Salmon Arm, Chair
Julia Beatty	Shuswap Climate Action
Janet Pattinson	Shuswap Naturalist Club
Carmen Fennell	Citizen at Large
Michael Simpson	Citizen at Large
Pauline Waelti	Shuswap Environment Action Society (SEAS)
Barrie Voth	Agricultural Industry
Dale Culler	School District No. 83
Warren Bell	Canadian Association of Physicians for the Environment (CAPE)
Janet Aitken	Salmon Arm Bay Nature Enhancement Society (SABNES) (left the meeting at 2:38 p.m.)
Luke Gubbels	Canoe Forest Products (entered the meeting at 2:40 p.m.)
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

	Adams Lake Indian Band
Christina Thomas	Neskonlith Indian Band
	Salmon Arm Fish and Game Club
Sharon Bennett	Citizen at Large

GUESTS:

Margo Longland
Ceran Caner (entered the meeting at 2:41 p.m.)

The meeting was called to order at 2:30 p.m.

1. Introductions and Welcome

Councillor Lindgren welcomed new members to the Committee.

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: Warren Bell
Seconded: Barrie Voth
THAT: the Environmental Advisory Committee Meeting Agenda of January 14, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

Luke Gubbels entered the meeting at 2:40 p.m.

4. Approval of Minutes from December 10, 2021

Moved: Janet Pattinson
Seconded: Pauline Waelti
THAT: the Minutes of the Environmental Advisory Committee Meeting of December 10, 2021 be approved.

CARRIED UNANIMOUSLY

5. Presentations

6. Old Business/Arising from Minutes

a) **Committee Membership - Update**
Councillor Lindgren outlined the Council Resolutions appointing Citizens at Large and revising the Terms of Reference for the Committee to include representatives from Shuswap Climate Action, School District No. 83 and the Canadian Association of Physicians for the Environment and introduced the new members present.

b) **Bylaw Review - Tree Removal and Protection Bylaw No. 2305 and Pesticide Use Bylaw No. 3744**
Tree Removal Bylaw - Luke Gubbels provided an update of the working group meeting and their review of the existing City of Salmon Arm Tree Removal Bylaw. Councillor Lindgren will seek clarification from City staff on questions identified by the working group. The working group will continue to review Bylaws from other communities and work towards providing some recommendations to Council for an updated Tree Removal Bylaw.

Pesticide Use Bylaw - Julia Beatty spoke regarding the meeting of the working group. This group is in the process of putting together information and science regarding pesticide use. This group will continue to meet with the goal of providing recommendations to Council.

7. New Business

8. Other Business &/ or Roundtable Updates

9. Next Meeting – February 11, 2022

10. Adjournment

Moved: Warren Bell
Seconded: Janet Pattinson
THAT: the Environmental Advisory Committee meeting of January 14, 2022 be adjourned.

CARRIED UNANIMOUSLY

The virtual meeting adjourned at 4:03 p.m.

_____
Councillor Sylvia Lindgren, Chair

Received for information by Council the day of , 2022.

Item 7.3

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Cannon

Seconded: Councillor Eliason

THAT: the Community Heritage Commission Meeting Minutes of January 10, 2022, 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, January 10, 2022** at 9:00 a.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
Councillor Debbie Cannon, Chair
Evan Chorlton, City of Salmon Arm, Recorder (Staff non-voting)

ABSENT:

Mary Landers

The meeting was called to order at 9:08 a.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: Pat Kassa
Seconded: Maureen Shaffer
THAT: the Agenda for the January 10, 2022 Community Heritage Commission Meeting be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of December 6, 2021 Community Heritage Commission Meeting

Moved: Cindy Malinowski
Seconded: Pat Kassa
THAT: the minutes of the Community Heritage Commission Meeting of December 6, 2021 be approved.

CARRIED UNANIMOUSLY

5. Old Business/Arising from minutes

a) Heritage Register Map - update

Pat Kassa and Maureen Shaffer shared additional proposed changes for/to the Heritage Register Map. Pat Kassa prioritized the proposed changes with ones that would be the most helpful for Heritage Week next month. Evan Chorlton and Planning Staff will talk with Gregg Patterson to determine his potential availability to work on this.

Debbie Cannon will send an email to Lana Fitt of the Economic Development Society, arranging for the use of equipment for Heritage Week.

Moved: Pat Kassa
Seconded: Maureen Shaffer
THAT: the list of proposed/suggested changes to the Heritage Register Map be approved as presented.

CARRIED UNANIMOUSLY

b) Heritage Conservation Awards - update

Evan Chorlton provided an update on the status of the Heritage Conservation Awards. The awards will be presented at the February 28 Regular Council Meeting. The details for the presentation will be discussed at the February Community Heritage Commission meeting.

6. New Business

a) City of Salmon Arm Heritage Strategy

The Commission briefly discussed the City's Heritage Strategy and Implementation Table. Cindy Malinowski said that the Commission used to review this annually. The Commission tabled further discussion of this item for a subsequent meeting after Heritage Week.

b) McGuire Lake Park Heritage Plaque

Evan Chorlton (via Mary Landers) shared that the McGuire Lake Park heritage plaque had been vandalized with scribbling on the plexiglass back in December 2021. Deborah Chapman will visit the plaque to see if this has since been resolved. Debbie Cannon noted that if the plaque is still vandalized, Public Works will need to be involved.

Moved: Pat Kassa
Seconded: Cindy Malinowski
THAT: the Community Heritage Commission supports using funds from the Commission's annual budget to fix the plaque, if necessary.

CARRIED UNANIMOUSLY

c) **Approval of changes to original Heritage Register document and process of getting it to council**
Maureen Shaffer provided a detailed overview of additional proposed changes for the Heritage Register. Debbie Cannon will talk with the owner of Skelton House/Gabe's Bunkhouse, Holly Ready regarding a potential name change of her Heritage Register home from 'Skelton House/Gabe's Bunkhouse' to the 'Matthews House'. Maureen Shaffer and Pat Kassa will finalize the list of proposed changes by Friday, January 14, and will circulate it to the group by Monday, January 17.

Moved: Maureen Shaffer
Seconded: Pat Kassa
THAT: the list of proposed/suggested changes to the Heritage Register be approved as presented.

CARRIED UNANIMOUSLY

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

a) **Ebl House**
Deborah Chapman provided an update on the Ebl House, and provided a draft of the Statement of Significance (SOS) and Legal Plan. The Commission will decide whether or not to add this property to the Heritage Register at the next Commission meeting in February.

b) **Merton House**
Linda Painchaud spoke regarding the Merton house at 1371 Okanagan Avenue NE. Pat Kassa and Deborah Chapman will prepare a letter to the owner regarding potential interest in the house being placed on the Heritage Register/Inventory.

8. **Next Meeting**

Monday, February 7, 2022 at 2:00 p.m.

9. **Adjournment**

The Community Heritage Commission Meeting of January 10, 2022 adjourned at 10:54 a.m.

_____
Debbie Cannon, Chair

Received for information by Council on the day of , 2022

Item 7.4

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: the Downtown Parking Commission Meeting Minutes of January 18, 2022, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Downtown Parking Commission** Meeting held by electronic means on **Tuesday, January 18, 2022.**

PRESENT:

Chad Eliason	Councillor, City of Salmon Arm, Chair
Bill Laird	Member at Large
Regan Ready	Member at Large
Vic Hamilton	Member at Large
Cathy Ingebrigston	Member at Large
Morgan Matheson	DSA Representative
Gerald Foreman	DSA Representative
Jacquie Gaudreau	DSA Representative
Sam Darlington	Resource Personnel, Bylaw Officer
Jenn Wilson	Resource Personnel, City Engineer
Robert Niewenhuizen	Resource Personnel, Director of Engineering & Public Works, Recorder

ABSENT: **None**

GUEST: **None**

The meeting was called to order at 8:00 a.m. by Chair Chad Eliason.

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. PRESENTATIONS:

None

4. APPROVAL / CHANGES / ADDITIONS TO AGENDA

Moved: Jacquie Gaudreau
Seconded: Bill Laird
THAT: the Downtown Parking Commission Meeting Agenda of January 18, 2022 be approved as circulated.

CARRIED UNANIMOUSLY

5. APPROVAL OF MINUTES FROM NOVEMBER 16, 2021

Moved: Morgen Matheson
Seconded: Jacquie Gaudreau
THAT: the Downtown Parking Commission Meeting Minutes of November 16, 2021 be adopted.

CARRIED UNANIMOUSLY

6. OLD BUSINESS ARISING FROM MINUTES

a. Parking Rate discussion (continued, deferred motions from November 16, 2021 meeting)

Moved: Reagan Ready
Seconded: Cathy Ingebrigston
THAT: parking meter rates be increased from .25/hour to $1.00/hour effective July 1, 2022.

CARRIED UNANIMOUSLY

Moved: Reagan Ready
Seconded: Cathy Ingebrigston
THAT: the rates for reserved parking stalls be increased as per staff recommendation to $50.00/month for non-personalized stalls and $60.00/month for personalized stalls.

CARRIED UNANIMOUSLY

- The intent would be to provide a six (6) month notification period prior to the new parking rates taking affect.
- Amendments to the Fee for Service Bylaw 2498 will be required to reflect these changes.

b. Ross Street Underpass Construction (Lakeshore Parking update)

- Project update provided,
- Lakeshore Road closure discussed,
- Staff to investigate the installation concerns at the Lakeshore Road and 4 Street NE intersection. Possibly installing temporary stop or yield signage.
- Correspondence from DSA regarding on street parking along Ross Street; Request to have "temporary" 15 minute parking/loading zones install to accommodate the businesses during the RSU construction.

6. OLD BUSINESS ARISING FROM MINUTES – continued

b. Ross Street Underpass Construction (Lakeshore Parking update) - continued

Moved: Reagan Ready
Seconded: Jacquie Gaudreau
THAT: temporary 15 minute parking/loading zone be installed on the 300 Block of Ross Street to accommodate business during the Ross Street Underpass construction.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

a. Downtown Parking Year End 2021 – Bylaw Presentation

Bylaw Officer Sam Darlington outlined the 2021 year end statistics and was available to answer questions.

b. 15 minute parking on Hudson Ave West (Lakeside Printing)

- Discussion regarding the purpose and history of the 15 minute parking area

Moved: Reagan Ready
Seconded: Vic Hamliton
THAT: the 15 minute parking zone (three stalls) located on Hudson Street be removed and the affected stalls revert back to regular parking.

CARRIED UNANIMOUSLY

c. 2022 Meeting Calendar

The 2022 Meeting calendar was reviewed and accepted as presented.

d. 2022 Chairperson Schedule

The 2022 Chairperson Schedule was reviewed and accepted as presented. It was noted that the membership for Downtown Salmon Arm representatives expires on February 28, 2022.

8. OTHER BUSINESS

9. NEXT MEETING – Tuesday, February 15, 2022

The next meeting of the Downtown Parking Commission will be Tuesday, February 15, 2022. The Chairperson will be Vic Hamilton.

10. ADJOURNMENT

Moved: Reagan Ready
Seconded: Vic Hamilton
THAT: the Downtown Parking Commission Meeting of January 18, 2022 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:45 a.m.

Rob Niewenhuizen

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

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Item 9.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: the Mayor and Corporate Officer be authorized to execute the Contract of Purchase and Sale with Northern Plastics Ltd. for the disposition of property legally described as Lot 1, Section 5, Township 20, Range 9, W6M, KDYD, Plan 42507 Except Plan EPP59942 for $220,000.00 plus applicable taxes, subject to Community Charter advertising requirements.

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 20, 2022

SUBJECT: Property Disposition – 5920 Auto Rd SE

Recommendation:

THAT: the Mayor and Corporate Officer be authorized to execute the Contract of Purchase and Sale with Northern Plastics Ltd. for the disposition of property legally described as Lot 1, Section 5, Township 20, Range 9, W6M KDYD Plan 42507, except Plan EPP59942 for $220,000.00 plus applicable taxes, subject to Community Charter advertising requirements.

Background:

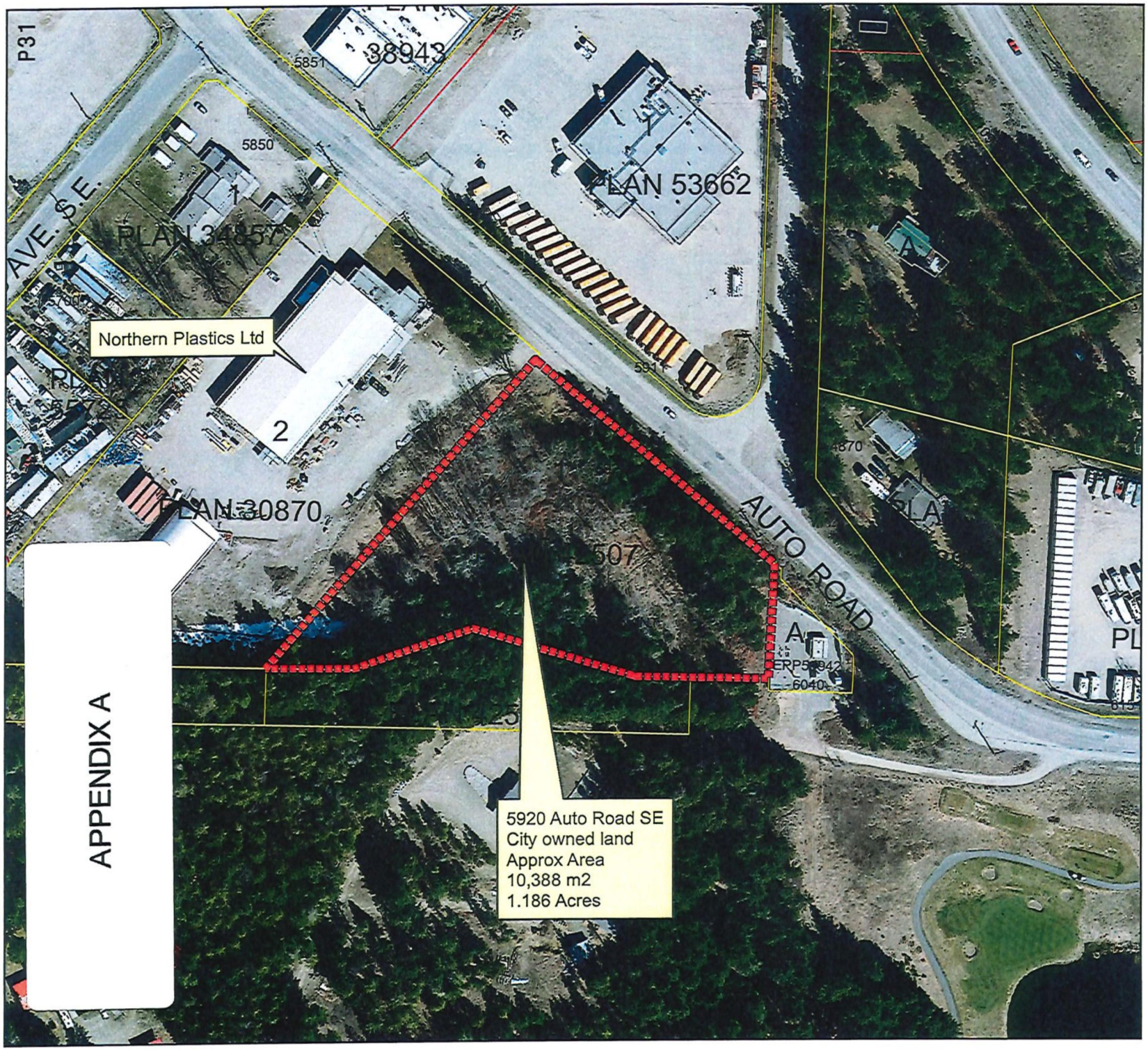
Through negotiations, Northern Plastics Ltd. has offered the City $220,000.00 to purchase the property located at 5920 Auto Rd SE, shown in on Appendix A. This property is land only and is not serviced.

Considering all factors, including the City's future plans and the required environmental remediation, staff recommend disposing of the property for the offered amount.

Following approval of the disposition, staff will advertise in accordance with Community Charter requirements.

Respectfully Submitted,

Erin Jackson
Acting Chief Administrative Officer



CITY OF SALMONARM

N
W E
S

1:1,747

5920 Auto Road SE

Legend

Parcels

Parcel Hooks

Range

2016-2021

Pre 2016

Orthos 2021 - 10cm

RGB

Red: Band_1

Green: Band_2

Blue: Band_3

September 8, 2021

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Item 10.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4489 be read a first and second time;

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

1) Registration of a Statutory Right of Way as required by BC Hydro; and
2) Approval by the Ministry of Transportation and Infrastructure.

[ZON-1227; McCaffrey, A.; 6821 46 Street NE; R-1 to R-8]]

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

To: His Worship Mayor Harrison and Members of Council

Date: January 13, 2022

Subject: Zoning Bylaw Amendment Application No. 1227

Legal: Lot 3, Section 31, Township 20, Range 9, W6M, KDYD, Plan EPP106597
Civic Address: 6821 46 Street NE
Owner/Applicant: A. McCaffrey

STAFF RECOMMENDATION

THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 3, Section 31, Township 20, Range 9, W6M, KDYD, Plan EPP106597 from R1 (Single Family Residential) to R8 (Residential Suite Zone).**

AND FURTHER THAT: **final reading of the zoning amendment bylaw be withheld subject to:**

1) registration of an SRW, as required by BC Hydro, and

2) approval by the Ministry of Transportation and Infrastructure.

PROPOSAL

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

BACKGROUND

The subject property is located in the new Turtle Ridge subdivision in the Canoe neighbourhood (Appendix 1 & 2). The parcel is designated Residential Low Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	Vacant lot	Zoned R1
South:	Vacant lot	Zoned R1
East:	Vacant lots, Single Family Dwelling	Zoned R1
West:	Vacant lot (future subdivision)	Zoned R1

The subject property is approximately 846.4m² in area. An approximate 236.0m² (2540ft²) single family dwelling is proposed. The proposed basement suite is 56.3m² (606ft²). The plans show that the entrance to the proposed suite will be on the south side of the building (Appendix 5). Drawings provided in support of the rezoning application are attached as Appendix 5. Parking is to be provided onsite in the proposed two-car garage and driveway. The site contains a 6.0m wide statutory right of way along the east property line. The right of way protects BC Hydro and Power Authority utility connections. The proposed development would not impact this right of way area. To date, there are no R-8 zoned properties in this subdivision and approximately ten (10) R8 properties within the greater Canoe community. Site photos are attached as Appendix 6.

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

COMMENTS

Fire Department

No concerns.

Building Department

No concerns. British Columbia Building Code (BCBC) will apply.

FortisBC

No issues with this proposal.

Engineering Department

No concerns.

BC Hydro

BCH needs a blanket Distribution Statutory right-of-way.

Ministry of Transportation and Infrastructure

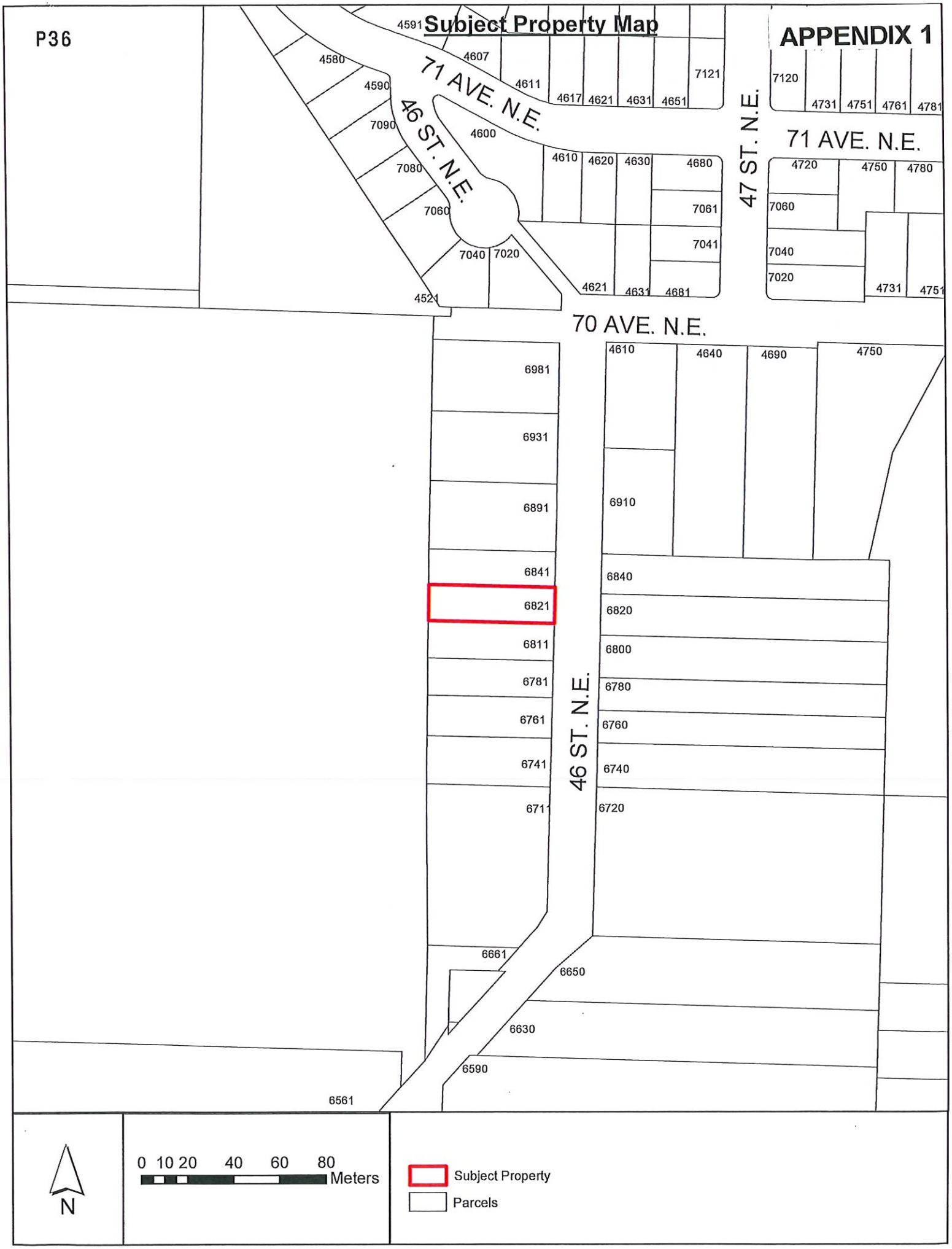
Preliminary Approval has been granted.

Planning Department

Based on parcel area, the subject property has the potential to meet the conditions for the development of a secondary suite, including sufficient space to meet the parking requirement. The secondary suite is supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite (on the proposed driveway). Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

Prepared by: Evan Chorlton
Planner I

Reviewed by: Chris Larson, MCIP, RPP
Senior Planner


Subject Property Map
APPENDIX 1
P36
71 AVE. N.E.
46 ST. N.E.
47 ST. N.E.
70 AVE. N.E.
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Subject Property

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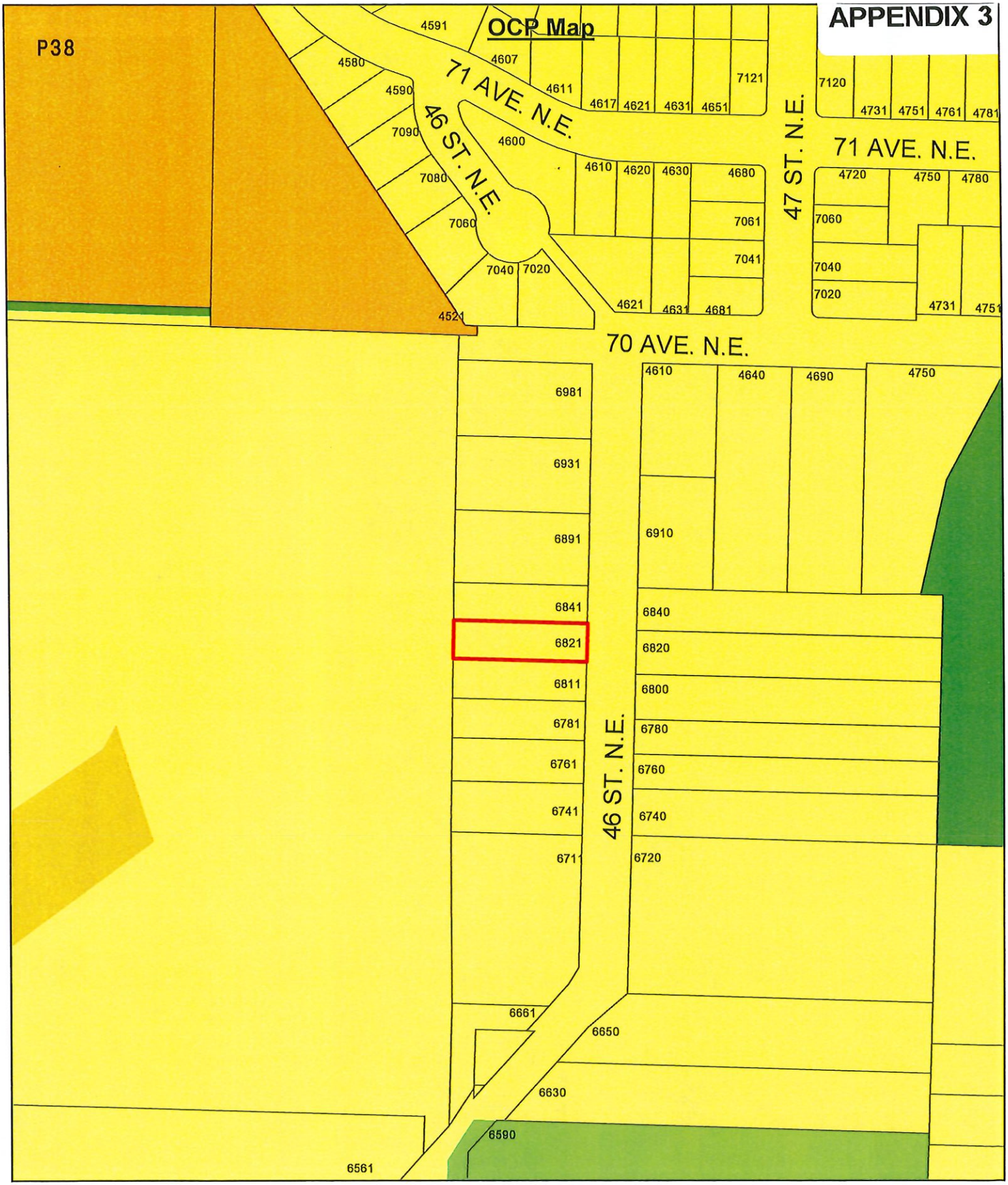
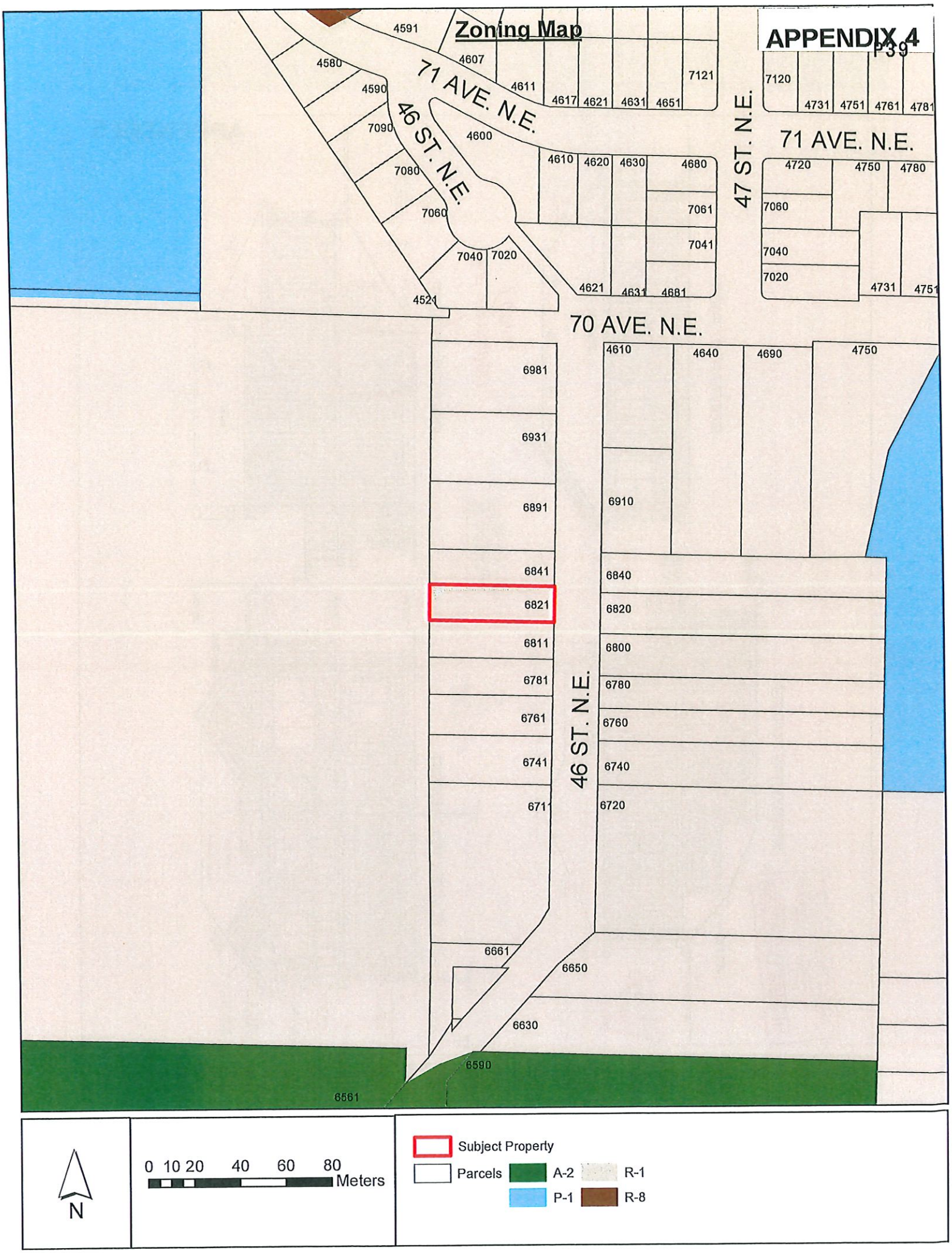
APPENDIX 3

OCP Map



Zoning Map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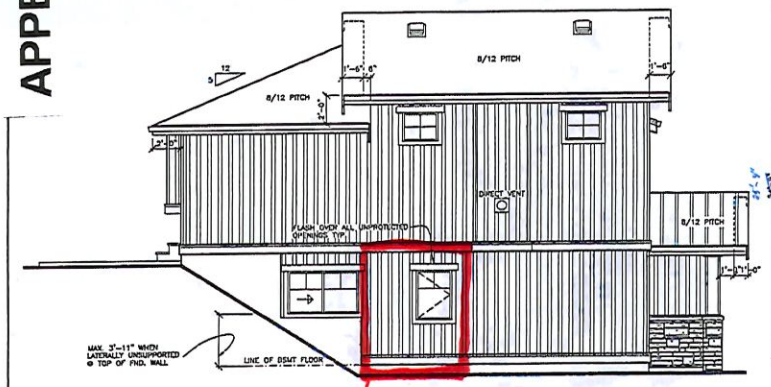
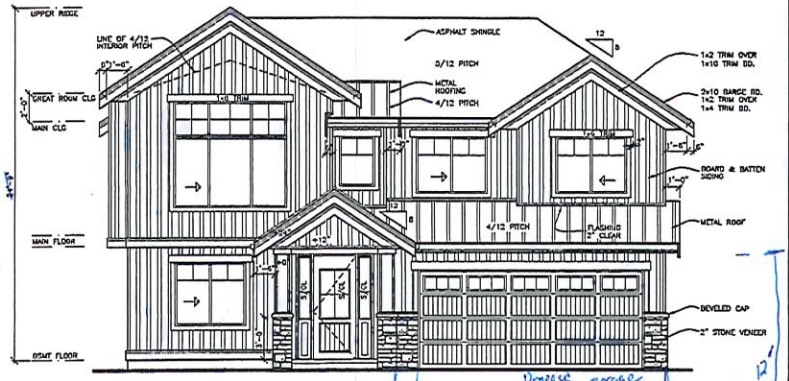
P-1
R-8

APPENDIX 5



LEFT ELEVATION

SEE AMENDED PLAN.



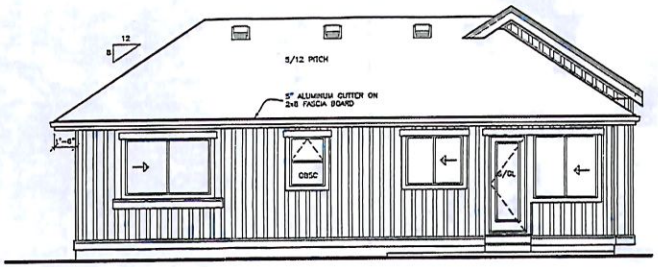
FRONT ELEVATION

Drop the garage 4'

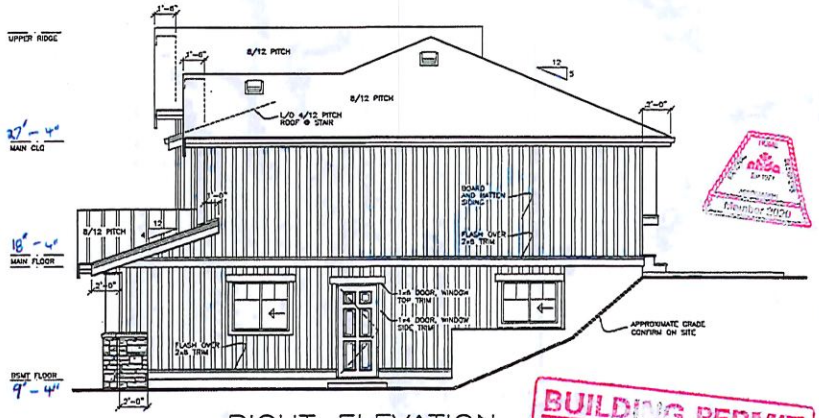
Ceiling 12'

retaining wall 4'

NOTE:
GLASS AREA MAY NEED TO BE REDUCED DUE TO LIMITING DISTANCE CONFIRM WITH LOCAL BY LAWS & BUILDING CODE.



REAR ELEVATION



RIGHT ELEVATION

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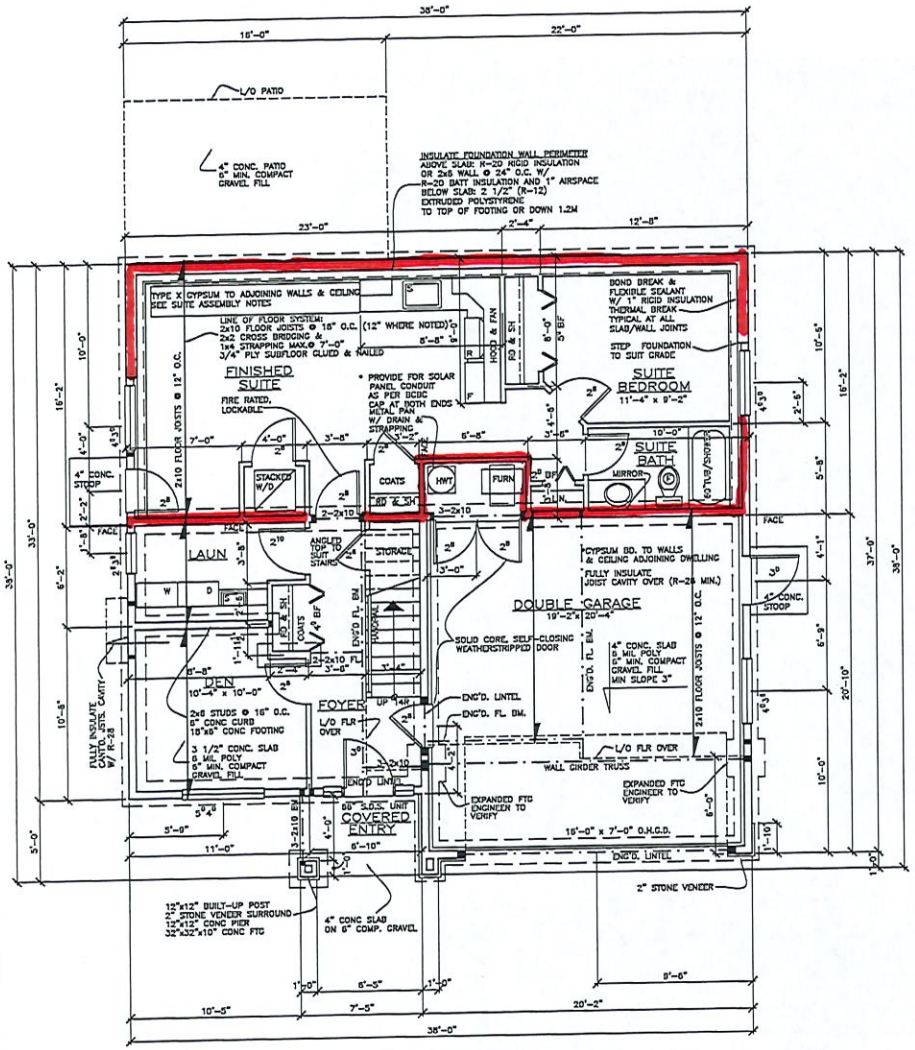
REFERENCE:	STOCK
DRAWN:	DJ
CHECKED:	LW
DATE:	NOV '17
SCALE:	1/4"=1'-0"
SHEET:	4 OF 5
PLAN NUMBER:	2-3-775 UPGLDPC



BASEMENT/ FOUNDATION PLAN

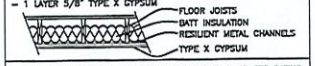
SCALE: 1/4"=1'-0"

FINISHED AREA = 316 SQ. FT.
SUITE AREA = 606 SQ. FT.
GARAGE AREA = 413 SQ. FT.

PROVIDE ROUGHIN SUBFLOOR DEPRESSURIZATION SYSTEM.
4" GRANULAR FILL BELOW SLAB AND PROVIDE 4" PIPE WITH
CONNECTION FOR FUTURE DEPRESSURIZATION EQUIPMENT AND AIRTIGHT CAP
TO BE PASSIVELY VENTED TO EXTERIOR, TO BE TERMINATED OUTSIDE

SECONDARY SUITE WALL AND CEILING ASSEMBLIES
(30 MINUTE FIRE RATING & 43 STC)

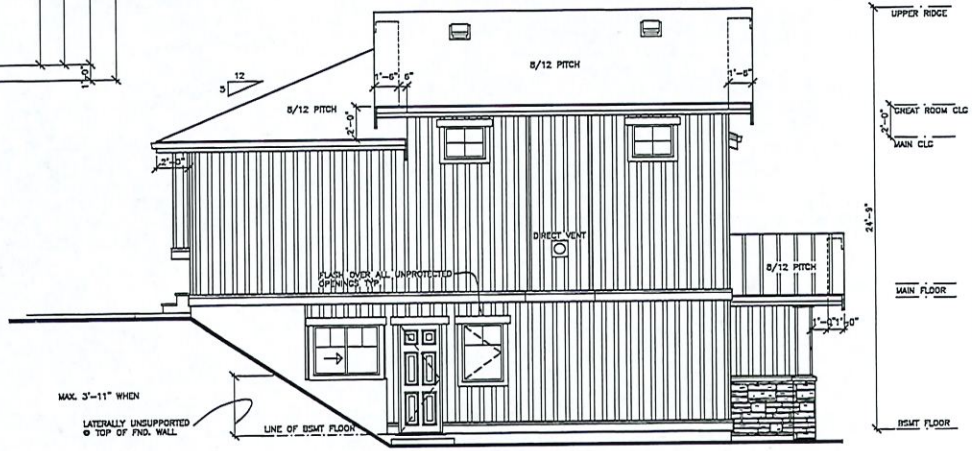
CEILING: 30 MINUTE FIRE RATING & 43 STC RATING
BCBC TABLE 9.10.3.1.-D: F28/6
- 2x10 FLOOR JOISTS
- RESILIENT METAL CHANNELS @ 24" O.C. (F28b), OR
@ 16" O.C. W/ MIN. 6" INSULATION IN CAVITY (F28c)
- 1 LAYER 5/8" TYPE X GYPSUM



2x4/2X6 DIVIDING WALL: 45 MINUTE FIRE RATING & 43 STC RATING
BCBC TABLE 9.10.3.1.-A: W3a
- SIDE A: 1 LAYER 1/2" TYPE X GYPSUM
- 2x4/2X6 STUDS @ 16" (OR 24") O.C. W/ 3.5" INSULATION
- SIDE B: RESILIENT METAL CHANNELS @ 16" (OR 24") O.C.
- SIDE B: 1 LAYER 1/2" TYPE X GYPSUM

30 MINUTE FIRE RATED SEPARATING DOOR

* MUST PROVIDE PHOTOELECTRIC FIRE ALARMS.
WITH A FIRE RATING UNDER 60 MINUTES.



LEFT ELEVATION

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REFERENCE: STOCK
DRAWN: DJ
CHECKED: LW
DATE: NOV '17
SCALE: AS NOTED
SHEET: FINISHED SUITE AMMEDMENT
PLAN NUMBER: 2-3-775 UPSLOPE SUITE

APPENDIX 6
Turtle Ridge
SUBDIVISION
3
46 STREET NE

46 STREET NE

CITY OF SALMON ARM

BYLAW NO. 4489

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on February 14, 2022 at the hour of 7:00 p.m. was published in the 2022 and 2022 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 3, Section 31, Township 20, Range 9, W6M, KDYD, Plan EPP106597 from R-1 Single Family Residential Zone to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

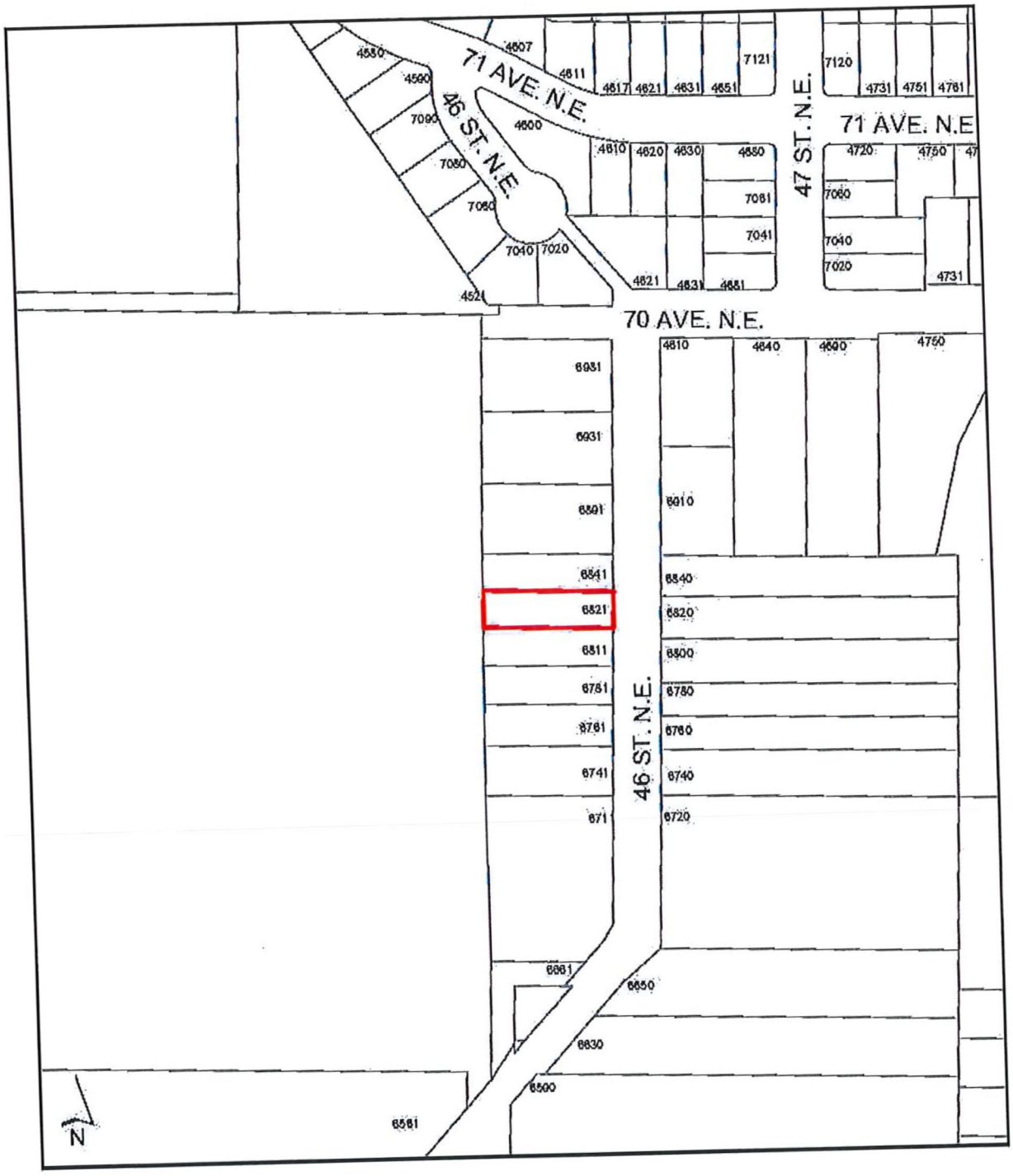
This bylaw may be cited as "**City of Salmon Arm Zoning Amendment Bylaw No. 4489**"

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 "A"



Item 10.2

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495 be read a first, second and third time.

Vote Record

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

Opposed:

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

CITY OF
SALMONARM

Date:	January 18, 2022
To:	Mayor Harrison and Members of Council
From:	Chelsea Van de Cappelle, Chief Financial Officer
Subject:	Revenue Anticipation Bylaw No. 4495

Recommendation

That Bylaw No. 4495 cited as the "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495", be given 3 readings;

And that the Mayor and Corporate Officer be authorized to execute any applicable agreements to facilitate same.

Background

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

As the City's tax collection does not occur until July 4, 2022, it may be necessary to temporarily borrow funds to cover expenditures in the first six (6) months of 2022.

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

Respectfully Submitted,

Chelsea Van de Cappelle, CPA

CITY OF SALMON ARM

BYLAW NO. 4495

A bylaw to provide for the borrowing of money in anticipation of revenue required to meet current lawful expenditures of the municipality in 2022

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

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

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

AND WHEREAS the whole amount of taxes imposed in the immediate preceding year was $35,323,109.06;

AND WHEREAS the sum of unpaid current taxes for all purposes imposed during the current year and the money remaining due from Other Governments totals $26,492,331.80;

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

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality an amount or amounts not exceeding the sum of One Million Dollars ($1,000,000.00).

2. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and Treasurer.

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

SEVERABILITY

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

ENACTMENT

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

EFFECTIVE DATE

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

CITATION

7. This bylaw may be cited as "City of Salmon Arm Revenue Anticipation Borrowing Bylaw No. 4495".

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

Item 11.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4491 be read a final time.

[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 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, 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	10	DAY OF	January	2022
READ A SECOND TIME THIS	10	DAY OF	January	2022
READ A THIRD TIME THIS	10	DAY OF	January	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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INFORMATIONAL CORRESPONDENCE - JANUARY 24, 2022

1.	W. Piccini - COVID-19	N
2.	B. Weicker, President, Shuswap Lifeboat Society - Letter of Support for the Construction of a Station 106 Shuswap Boathouse and Media Release dated January 17, 2022	N
3.	PR Committee, Shuswap Lifeboat Society - email dated January 19, 2022 - Annual Summary	N
4.	A. Morris, Salmon Arm Ecumenical KAIROS Committee - email dated January 19, 2022	
5.	I. Lee, BC Public Relations and Communications Advisor, BC Council, Girl Guides of Canada - email dated January 6, 2022 - Guiding Lights Across BC - Feb 22, 2022	A
6.	C. Robichaud, Legislative Clerk, Columbia Shuswap Regional District - letter dated December 21, 2021 - Shuswap Regional Airport Commission	N
7.	V. Isnardy, WildSafeBC Program Manager - email dated January 6, 2022 - WildSafeBC Community Program Application is now OPEN for 2022	A
8.	E. Vieira, Program Manager, Shuswap Watershed Council - email dated January 14, 2022 - Shuswap Watershed Council seeking volunteers to join Council as Community Representatives	A
9.	SILGA - 2022 January Newsletter	N
10.	Interior Health - Media Release dated January 13, 2022 - Interior Health expanding clinic availability for booster program	N
11.	M. Corfield, Chief Executive Officer, Corfield and Associates - email dated January 14, 2022 - Engagement on updates to British Columbia's Geographical Naming Principles, Policy and Procedures	N
12.	C. Lloyd, Senior Policy Analyst, Clean Communities/Environmental Standards Branch, Ministry of Environment and Climate Change Strategy - email dated January 18, 2022 - Local Government Guide for Bylaws Regulating Single-Use Plastics	N

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

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Item 14.1

CITY OF SALMON ARM

Date: January 24, 2022

Presentation 4:00 p.m. (approximately)

NAME: Staff Sergeant West, Salmon Arm RCMP Detachment

TOPIC: Quarterly Policing Report October to December 2021

Vote Record

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

Opposed:

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

Royal Canadian Mounted Police
Gendarmerie royale du Canada

Security Classification/Designation
Classification/désignation sécuritaire

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

Your File - Votre référence

Our File - Notre référence

195-7

Mayor and Council, City of Salmon Arm

Date

January 19, 2021

RE: Salmon Arm RCMP Detachment
Quarterly Policing Report – October 2021 to December 31, 2021.

Dear Mayor and Council,

My report this quarter covers the time period from October 1, 2021 to December 31, 2021.

Detachment News

I have reported in the past that our Detachment continues with COVID protocols and continue with using the appropriate PPE. One officer did come down with COVID and has recovered. It was determined that it was not connected to the workplace.

At this time one-member position is not occupied by a regular member due to a retirement. I am happy to report that two officers have returned from light duties due to injuries. We continue to have 4 officers who are away from work due to injuries and illness or have retired. The vacancies are split evenly between the provincial and municipal business lines.

We are working with public service staffing to fill our vacant public service administration position at this time. The process is moving along quite well.

Over this quarter the officers responded to over 2000 calls for service. Of these calls, 1440 were within the City of Salmon Arm. The call volume represents 72% of our total file workload, and an increase of 211 calls for service over 2020 within the city. This represents a 17% increase over 2020. Our records department continues to have a substantial backlog.

I have included my customary statistics broken down by jurisdiction. As you can readily see that Break and Enter reports are up, Sexual assault reports are up and violent person's crime is up over 2020 statistics. Again, these trends are not unexpected as people come out of COVID restrictions and social supports brought on by COVID concerns lessen. One notable reduction in calls for service is in the area of domestic violence within the city.

I have been watching the policing budget and at this juncture we are estimated to be slightly under budget if the current trends continue. I have also been told that back pay due to

the collective agreement will be dispersed to RCMP officers for 2017, 2018, 2019, 2020 and partial dispersal for 2021 in the current RCMP fiscal budget year (2021-2022). Some back pay will be paid out in the 2022 - 2023 RCMP Fiscal budget year but this percentage is smaller.

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

- Over 123 Documented traffic stops.
    - Which includes removing more than 32 impaired and prohibited drivers from the road.
    - Our dedicated BC Highway Patrol continues to work in our jurisdiction.
- We had 6 collisions with damage over $10,000 or injuries were reported within Salmon Arm. This is down markedly from 2020 which saw 23 in these categories.
- There were no fatal collisions within the city boundaries and only one fatal ATV collision on a rural road.

Investigative highlights and low lights this past quarter:

- Our General Investigation Section (GIS) has been supporting General Duty calls for service as we have been down members due to illness and rehab work.
    - They have continued to investigate 3 on line child pornography files and one major child abuse allegation in Salmon Arm in the past quarter.
- Property Crime:
    - Reports of residential break and enter numbered 6, lower than historic trends.
    - Break and enter reports to business numbered 19 and up over 2019 and 2020.
    - Our officer laid 8 charges in these break and enter investigations.
- Our Victim Services staff member continues to respond to support victims. A second person is nearing completion of the security screening and should be involved in training soon. The work load continues to be high in this field and we have seen other area Police Based Victim Services Units collapse. They have collapse under the high work load and the stress of supporting so may victims. In my opinion it is an under staffed genre of police support.

Looking forward:

Our detachment has fully activated our on line crime reporting system.
Our detachment has continued to support provincial operations when and where required. These deployments are in accordance with the policing agreements with the province and the municipalities at this time.

Yours in Service,

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

SALMON ARM RCMP
MAYOR'S REPORT
QUARTER 4, 2018

Salmon Arm Detachment
1980 11th Ave N.E.
Salmon Arm, BC
V1E 2V5
Telephone (250) 832-6044 Fax (250) 832-6842

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

December 31, 2021

Dear Mayor Alan Harrison,

RE: Quarterly Crime Statistics - October / November / December

CRIME CATEGORIES	CITY Q4 2020	CITY Q4 2021	RURAL Q4 2020	RURAL Q4 2021
Homicide / Attempted Homicide	0	0	0	0
Assaults	14	21	10	14
Sexual Offences	1	13	2	3
Robbery	0	1	0	0
Auto Theft	9	13	7	9
Break and Enters	6	23	10	12
Theft From Motor Vehicle	18	12	3	4
Drug Investigations	14	16	5	0
Motor Vehicle Collisions	46	34	49	39
Motor Vehicle Collisions W Fatality	1	0	1	3
Impaired Driving - CC	11	2	6	1
Impaired Driving - MVA (IRPs)	6	7	4	9
TOTAL PERSONS/VIOLENT CC	56	75	29	31
TOTAL PROPERTY CC	182	198	57	56
TOTAL OTHER CC	99	108	27	19
TOTAL CRIMINAL CODE (CC)	337	381	113	106

TOTAL CALLS FOR SERVICE	1228	1440	521	552

COMMUNITY	CITY Q4 2020	CITY Q4 2021	RURAL Q4 2020	RURAL Q4 2021
Files with youth negative contacts	5	11	1	1
Mental Health Related Calls	120	125	34	24
Files involving Alcohol / Drugs	207	199	81	68
Domestic Violence	45	19	20	18

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

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

Item 19.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Lindgren

Seconded: Councillor Lavery

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 22.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Variance Permit No. VP-544 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP104309 to vary Zoning Bylaw No. 2303 as follows:

1. Section 13.12.4 – Exterior Side Parcel Line Setback reduction from 6.0 m to 3.0 m to facilitate construction of an attached garage addition to the existing single family dwelling.

[Bernard, R.; 870 10 Street NE; Setback requirements]

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 7, 2022

Subject: Development Variance Permit Application No. VP-544 (Setback)

Legal: Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP104309
Civic Address: 870 10 Street NE
Owner/Applicant: Bernard, R.

STAFF RECOMMENDATION

THAT: **Development Variance Permit No. VP-544 be authorized for issuance for Lot 2, Section 13, Township 20, Range 10, W6M, KDYD, Plan EPP104309 to vary Zoning Bylaw No. 2303 as follows:**

Section 13.12.4 Exterior Side Parcel Line Setback reduction from 6.0 m to 3.0 m to facilitate construction of an attached garage addition to the existing single family dwelling on this property.

PROPOSAL

The subject parcel is located at 870 10 Street NE (Appendices 1 and 2). The proposal is to construct an attached garage addition onto the southwest side of the existing single family dwelling in place of the existing carport (Appendix 5). Due to the shape of the lot, the proposed location of this addition requires an exterior side setback variance from 6.0 m to 3.0 along the west property line.

BACKGROUND

The parcel is designated High Density Residential (HR) in the City's Official Community Plan (OCP) and is zoned R8 (Residential Suite) in the Zoning Bylaw (Appendices 3 and 4). The subject property is located in the Downtown area, with frontage onto both 10 Street NE and 9 Avenue NE, while also fronting onto a common access back lane. This area largely consists of residential and institutional uses. Nearby uses include the Shuswap Lake General Hospital, McGuire Lake Park, and Salmon Arm Secondary School (Jackson Campus).

Land uses directly adjacent to the subject property include the following:

North:	Single Family Dwelling/Residence	Zoned R1
South:	Single Family Dwellings/Residences	Zoned R1
East:	New Dwelling (lot subdivided from subject property in December 2020)	Zoned R8
West:	Single Family Dwellings/Residences	Zoned R1

The property is 0.086 ha (864.2 m^2) in size and currently contains a single family dwelling with a carport, both of which were approximately built in 1959. The property owner/applicant is proposing a new 32'-10" x 21'-0" (689.5 ft^2) attached garage on the property. Asides from Section 13.12.4 of the Zoning Bylaw, the proposed addition meets all other R8 – Residential Suite Zone regulations.

Site photos are attached, as Appendix 6.

COMMENTS

Building Department

No concerns.

Fire Department

No concerns.

FortisBC

No issues with this proposal.

Engineering Department

No concerns.

Planning Department

Development Variance Permits are considered on a case-by-case basis, and in doing so, a number of factors are taken into consideration when reviewing a request. These factors include site-specific conditions, such as lot configuration, negative impact to the general form and character of the surrounding neighbourhood and negative impact(s) on adjacent properties.

As described in the letter of reason submitted by the owner/applicant (Appendix 7), the owner wishes to carry out/undertake renovations to the existing single family dwelling, including the existing carport. Because the existing carport requires significant structural upgrading, the owner wishes to add a new double garage in its place that ties into the existing dwelling. As briefly eluded to on the first page, since the existing dwelling is on a corner lot that is situated on the corner of 10 Street NE and 9 Avenue NE, there are two different 6.0 m exterior parcel line setbacks, making complying with these setbacks that much more difficult.

Non-conformance with current Zoning Bylaw regulations is not uncommon in older neighborhoods. Historically, there have been approximately 8 previous different Development Variance Permit applications in the surrounding neighbourhood (I.e. 10 Street NE, 9 Avenue NE, and 8 Avenue NE), which includes one previous servicing variance for the subject property. Of which, all 8 Variance Permits were issued, including two recent setback variance applications for 940 9 Avenue NE (VP-508; issued in February 2020) and 941 8 Avenue NE (VP-516; issued in June 2020). In addition, and by looking at Appendix 2, since this is a relatively older neighbourhood, there are a number of single family dwellings on adjacent properties that do/would not meet current minimum setback zoning regulations. That being said, staff suggest that the proposed attached garage addition and requested exterior side variance would have limited visual impact on the adjacent properties because this proposal is positioned on a corner lot and the proposed addition is a single level in height within the exterior side yard and screened by existing vegetation.

Staff feel that this variance request will not unreasonably or significantly affect the character of the parcel, and are in support of this application.

Prepared by: Evan Chorlton
Planner I

Reviewed by: Chris Larson, MCIP, RPP
Senior Planner

APPENDIX 1

Subject Property Map

Ortho Map

N

0 2.5 5 10 15 20 Meters

Subject Property

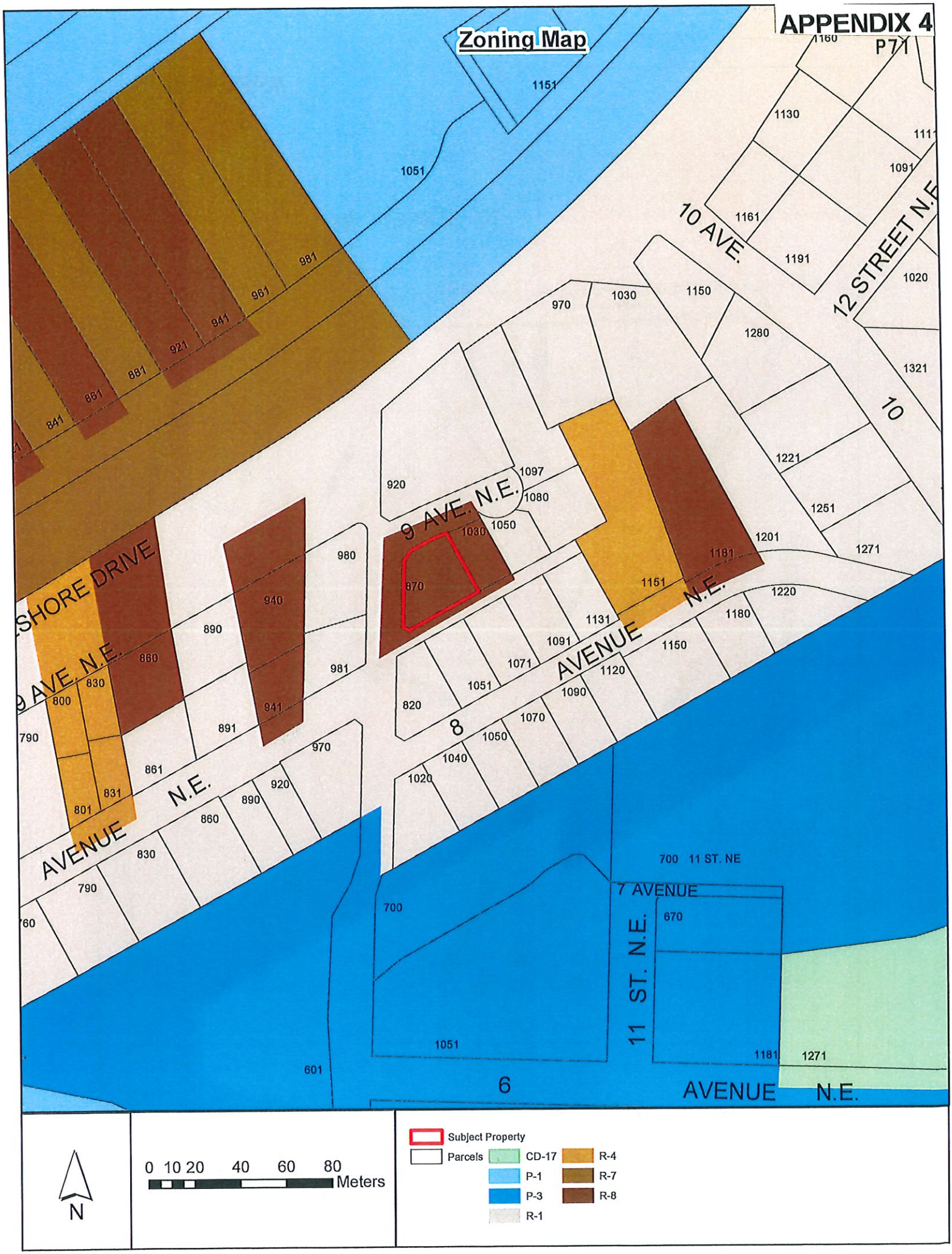
Parcels

APPENDIX 3

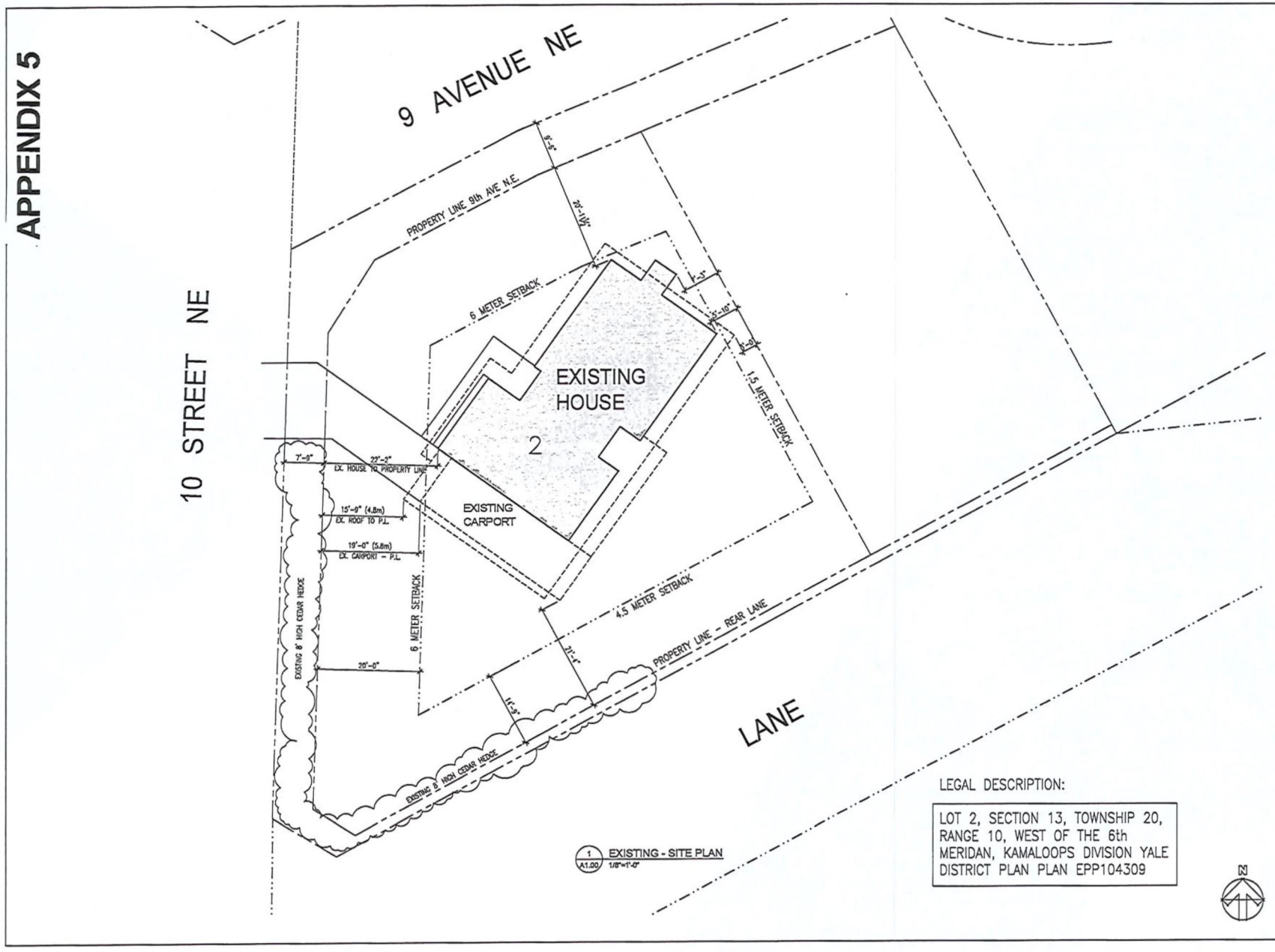
OCP Map

APPENDIX 4

Zoning Map



APPENDIX 5



LEGAL DESCRIPTION:

LOT 2, SECTION 13, TOWNSHIP 20, RANGE 10, WEST OF THE 6th MERIDAN, KAMALOOPS DIVISION YALE DISTRICT PLAN PLAN EPP104309

ALL RIGHTS RESERVED, PROPERTY OF THE ARCHITECTS, USE OR REPRODUCTION PROHIBITED WITHOUT PRIOR WRITTEN PERMISSION

DO NOT SCALE THE DRAWINGS.

THIS DRAWINGS IS INTENDED FOR INFORMATION ONLY

ISSUED FOR VARIANCE PERMIT APPLICATION

NO.	DATE	REMARK
2	15.10.2021	VP-544 UPDATED APPLICATION
1	10.10.2021	VARIANCE PERMIT APPLICATION

SEAL

PROJECT

BERNARD RESIDENCE

870 - 10th STREET , NE

SALMON ARM, BC.

SHEET TITLE

EXISTING SITE PLAN

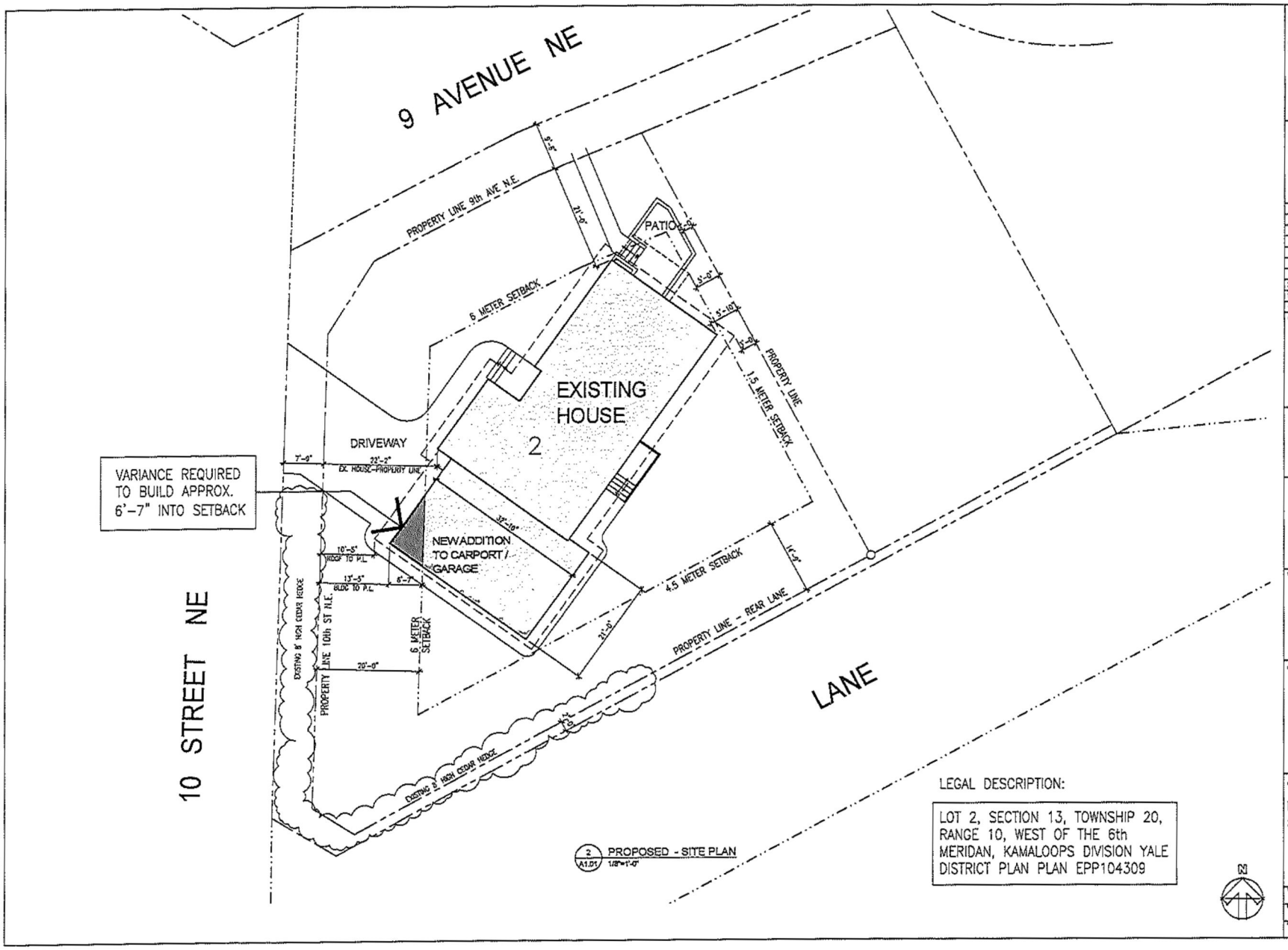
SCALE: 1/8"=1'-0"

DRAWN BY: SS

CHECKED BY: RHB

SHEET NO. A1.00

PROJECT NO. FILE: 2102870



2 A1.01 PROPOSED - SITE PLAN
1/8"=1'-0"

LEGAL DESCRIPTION:

LOT 2, SECTION 13, TOWNSHIP 20, RANGE 10, WEST OF THE 6th MERIDAN, KAMALOOPS DIVISION YALE DISTRICT PLAN PLAN EPP104309

ALL RIGHTS RESERVED PROPERTY OF THE ARCHITECT. USE OR REPRODUCTION PROHIBITED WITHOUT PRIOR WRITTEN PERMISSION.

DO NOT SCALE THIS DRAWING.

THIS DRAWING IS INTENDED FOR INFORMATION ONLY

ISSUED FOR VARIANCE PERMIT APPLICATION

2	13.10.2021	VP-544 UPDATED APPLICATION
1	10.10.2021	VARIANCE PERMIT APPLICATION

BERNARD RESIDENCE

570 - 10 th STREET , NE

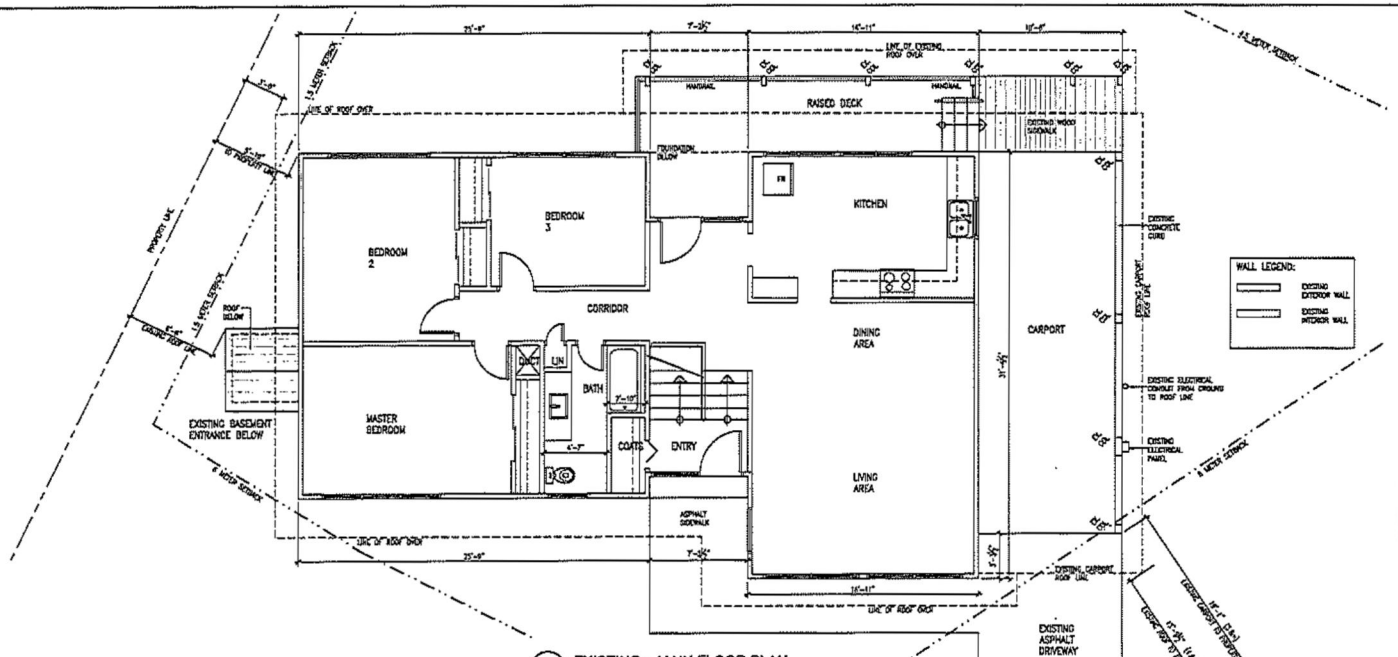
SALMON ARM, BC.

PROPOSED NEW SITE PLAN

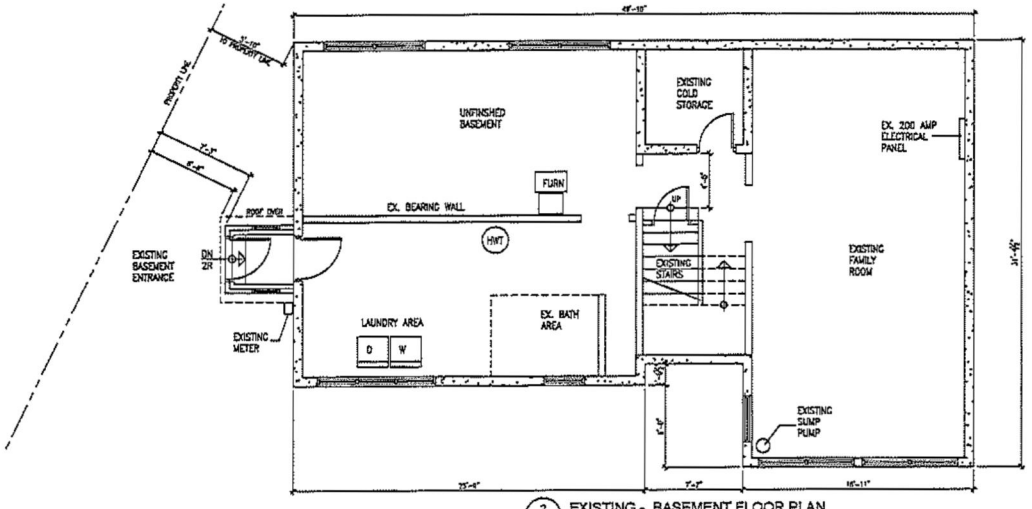
1/8"=1'-0"

A1.01

FILE 210870



1 A2.00 EXISTING - MAIN FLOOR PLAN
1/4"=1'-0"



2 A2.00 EXISTING - BASEMENT FLOOR PLAN
1/4"=1'-0"

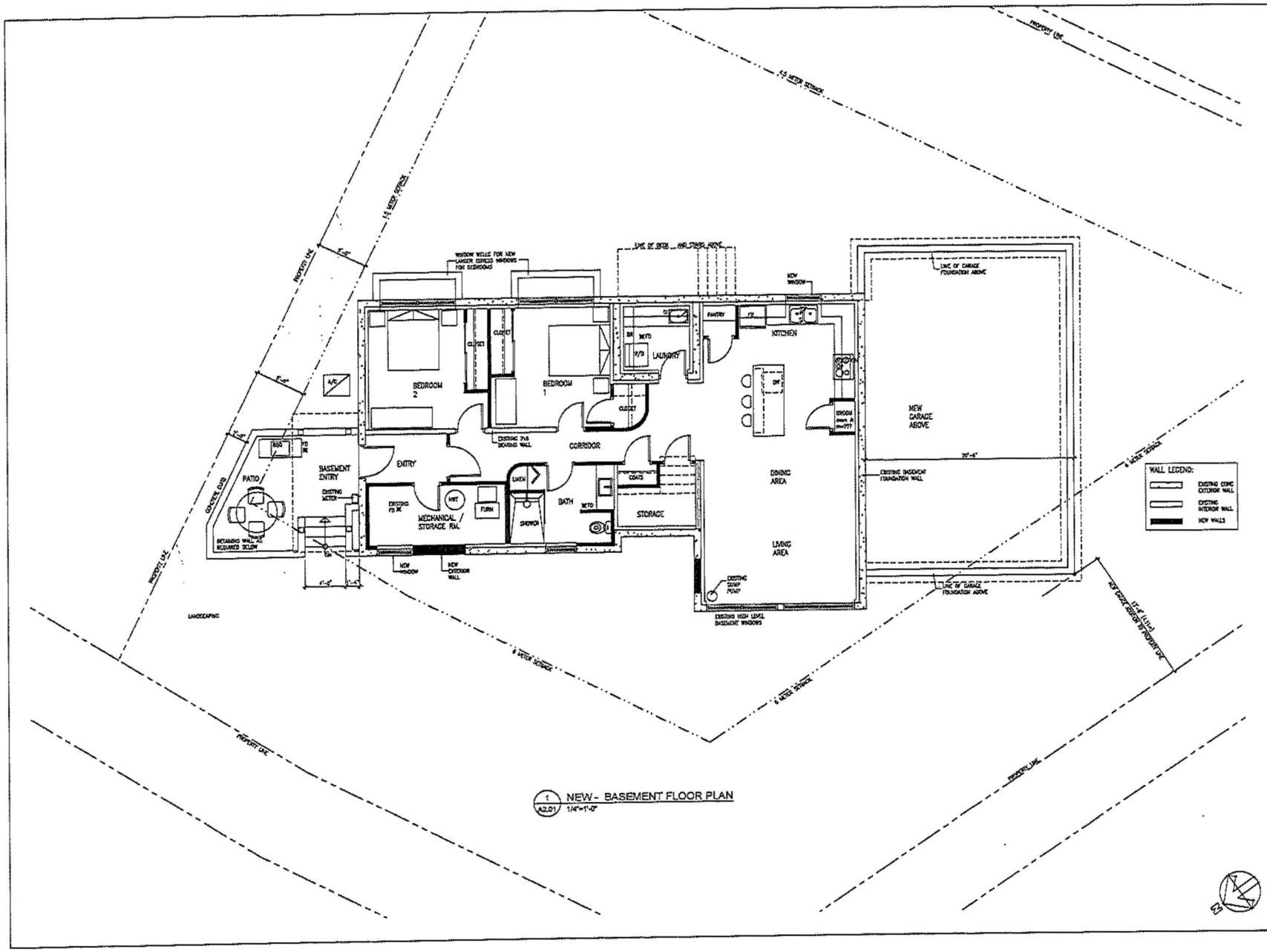
ISSUED FOR VARIANCE PERMIT APPLICATION

2	15.10.2021	VP-344 UPDATED APPLICATION
1	16.10.2021	VARIANCE PERMIT APPLICATION

BERNARD RESIDENCE
870 - 10 th STREET , NE
SALMON ARM, BC.

EXISTING FLOOR PLANS

A2.00



1 A2.01 NEW - BASEMENT FLOOR PLAN
1/4"=1'-0"

ALL RIGHTS RESERVED. PROPERTY OF THE ARCHITECT. USE OR REPRODUCTION PROHIBITED WITHOUT PRIOR WRITTEN PERMISSION

DO NOT SCALE THE DRAWINGS

THIS DRAWING IS INTENDED FOR INFORMATION ONLY

ISSUED FOR VARIANCE PERMIT APPLICATION

2	15.10.2021	VP-544 UPDATED APPLICATION
1	10.10.2021	VARIANCE PERMIT APPLICATION

PROJECT

BERNARD RESIDENCE

870 - 10th STREET , NE

SALMON ARM, BC.

NEW BASEMENT FLOOR PLAN

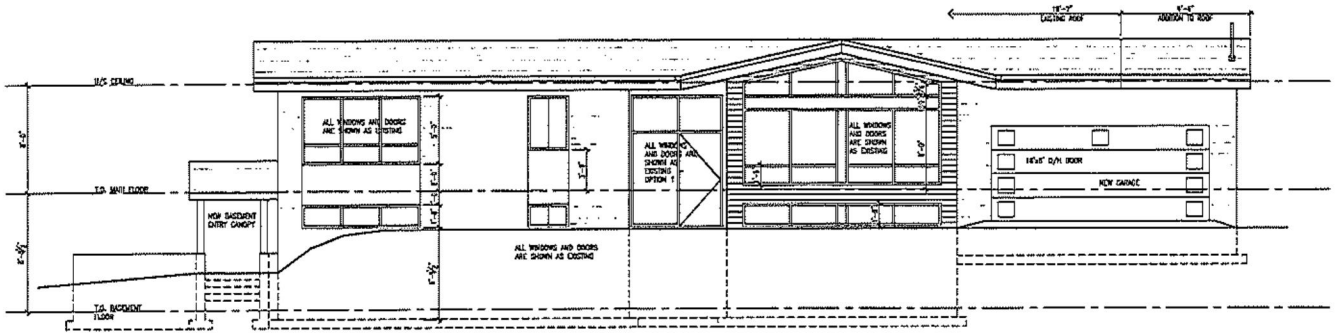
SCALE 1/4"=1'-0"

DRAWN BY JB

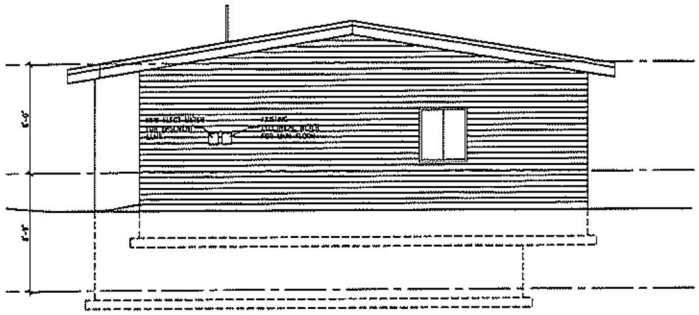
DESIGN BY RHS

SHEET NO. A2.01

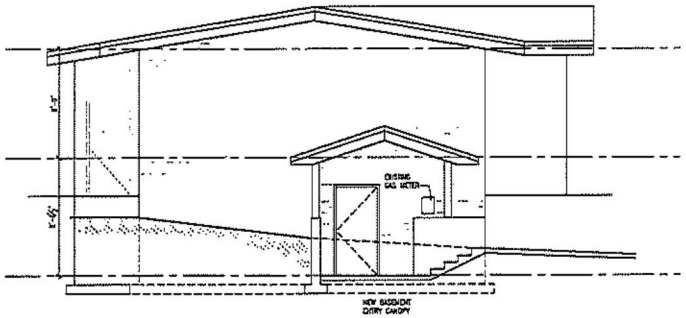
PROJECT NO. FILE: 218879



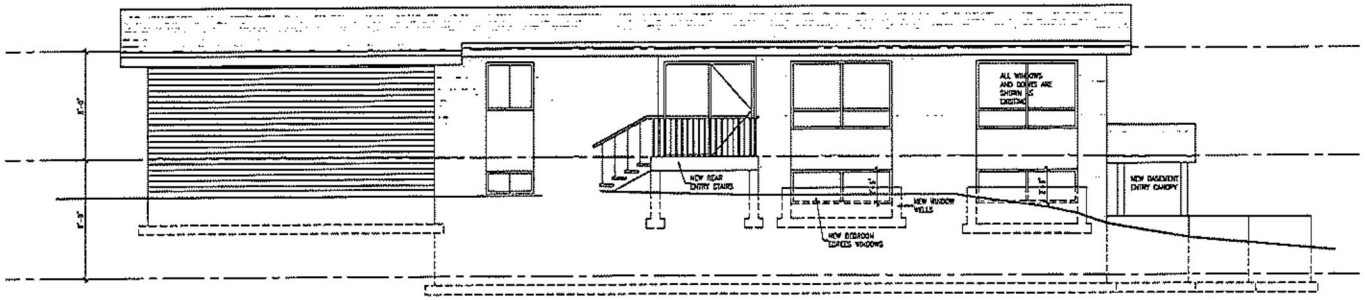
1 A3.01 NORTH ELEVATION - FRONT VEIW
1/4"=1'-0"



1 A3.01 NORTH ELEVATION - FRONT VEIW
1/4"=1'-0"



2 A3.01 EAST ELEVATION - SHOWING BASEMENT SUITE ENTRANCE
1/4"=1'-0"



2 A3.01 EAST ELEVATION - SHOWING BASEMENT SUITE ENTRANCE
1/4"=1'-0"

ALL RIGHTS RESERVED. PROPERTY OF THE ARCHITECTS. USE OR REPRODUCTION PROHIBITED WITHOUT PRIOR WRITTEN PERMISSION

DO NOT SCALE THE DRAWINGS.

THIS DRAWING IS INTENDED FOR INFORMATION ONLY

ISSUED FOR VARIANCE PERMIT APPLICATION

2	15.10.2021	VP-344 UPDATED APPLICATION
1	15.10.2021	VARIANCE PERMIT APPLICATION
NO.	DATE	REMARK

BERNARD RESIDENCE

670 - 10th STREET , NE

SALMON ARM, BC.

PROPOSED NEW ELEVATIONS

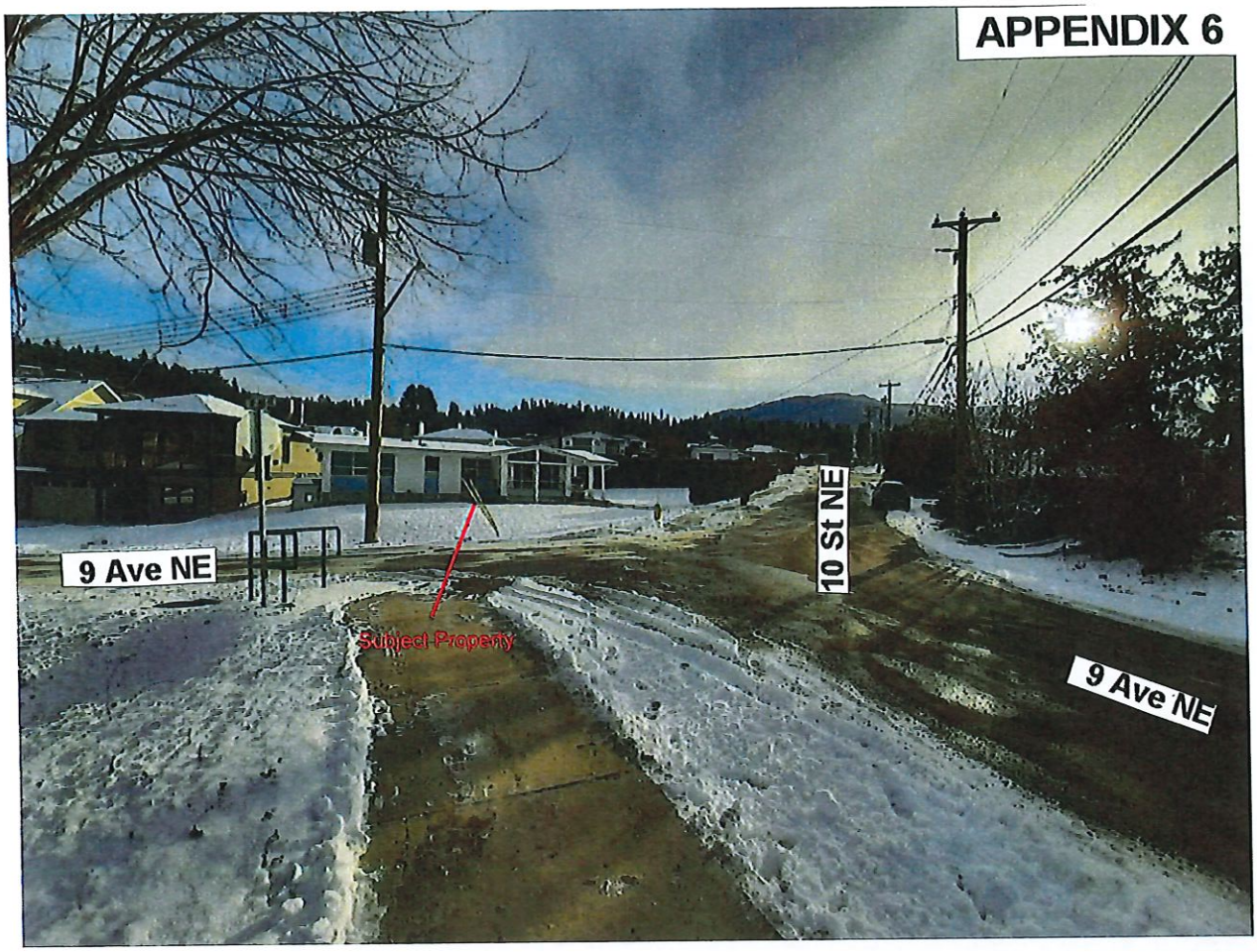
SCALE: 1/4"=1'-0"

DRAWN BY: BS

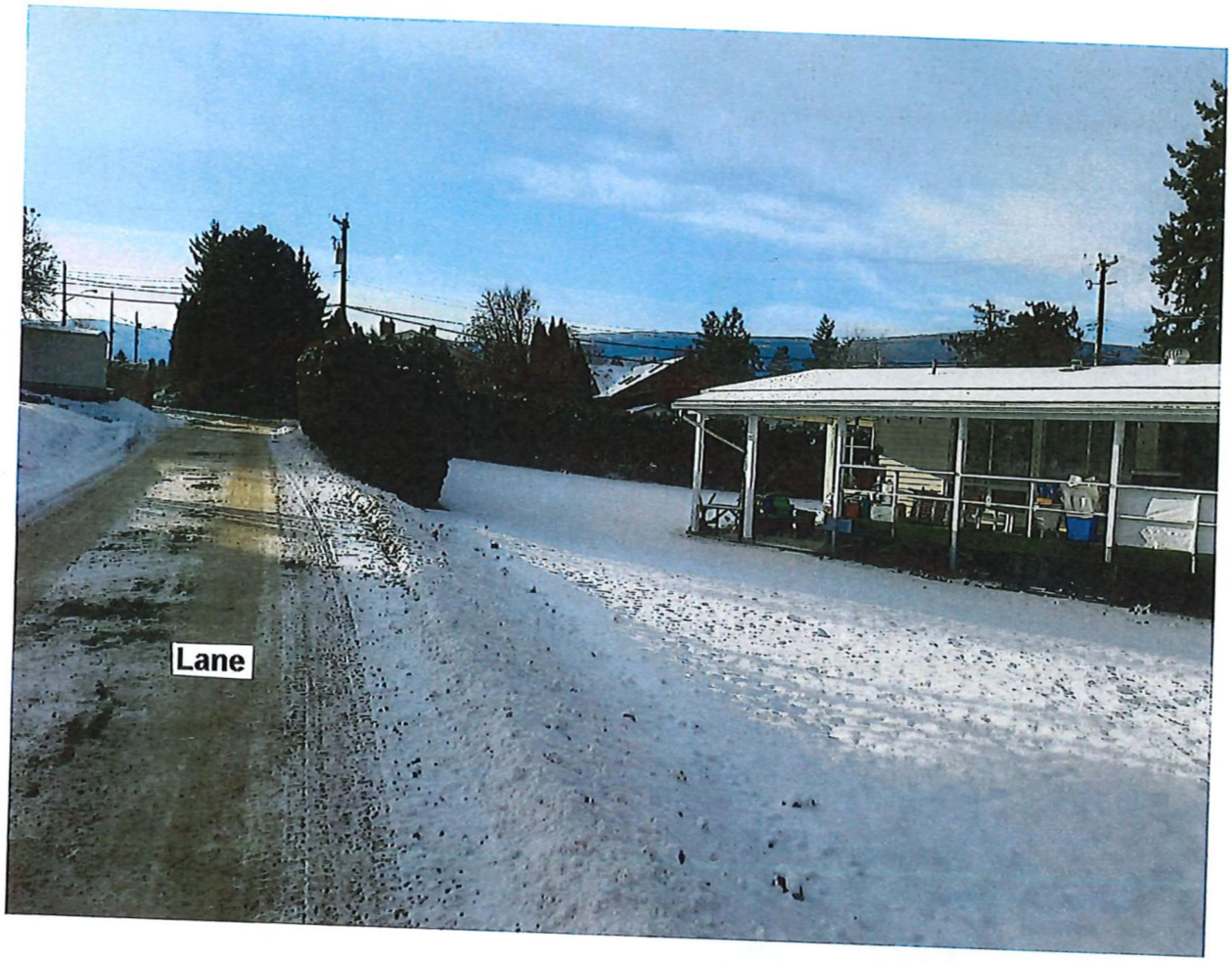
DESIGNED BY: RHB

SHEET NO. A3.01

PROJECT NO. FILE: 21-06-679


APPENDIX 6
9 Ave NE
Subject Property
10 St NE
9 Ave NE

Approximate location of
proposed garage
10 Street NE


Lane

APPENDIX 7

To: Planning Dept. City of Salmon Arm
Subject: Variance Permit Application_ 870-10th ST NE
Date: Dec. 10, 2021

To whom it may concern,

Please except this short letter explaining the reason for my Variance Permit Application for my single-family residence at 870-10th ST, NE, Salmon Arm.

A brief history about the house, it sat for over many years (1959) and nothing ever done to it as far as upgrading or updating until I had purchased it this year in January 2021.
I am in the process of having the Interior Renovation drawings completed so I can submit in the spring for a Building Permit.
It has a single existing Carport that needs a lot of Structural upgrading according to the Building Inspector, so, I would like to add on to the existing and turn into a nice double garage that ties into the house.

My house sits on the corner 10th St and 9th Ave with a Rear Lane apparent as well, (see Site Plan) as the official Front Address is considered the "Exterior Side Yard", the Lot comes to somewhat of a point and makes complying to all the setbacks very difficult.

But by wanting to do so the corner of the Garage crosses into the 6 m setback...front and rear.

thus, my request for the Variance Permit Application.

Again, thank you for considering my Application.

Cheers

Bob Bernard (owner)
870-10th ST NE
Salmon Arm
250-864-9655
e. cbobbagger@hotmail.com

Item 22.2

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: Development Permit No. DP-436 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094 in accordance with the drawings attached as Appendix 2 to the Staff Report dated January 7, 2022;

AND THAT: Issuance of DP-436 be withheld subject to the following:

1. Receipt of a security deposit in the amount of 125% of a landscaper's estimate for completion of the approved landscaping plan.

[Aviator Business Park Inc.; 3601 20 Avenue SE; Industrial]

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 7, 2022

Subject: Development Permit Application No. DP-436 (Industrial)

Legal: Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094
Civic Address: 3601- 20 Avenue SE
Applicant: Aviator Business Park Inc.

STAFF RECOMMENDATION

THAT: **Development Permit No. DP-436 be authorized for issuance for Lot 15, Section 7, Township 20, Range 9, W6M, KDYD, Plan 1230 Except Plan KAP83094, in accordance with the attached drawings (Appendix 2);**

AND THAT: **Issuance of DP-436 be withheld subject to the following:**

1) **Receipt of a security deposit in the amount of 125% of a landscaper's estimate for completion of the approved landscaping plan.**

PROPOSAL

The subject parcel, 3601 20 Avenue SE, is located approximately 600 m west of the Salmon Arm Regional Airport (Appendix 1).

The proposal is for the development of the second phase of a proposed three-phased industrial use facility. Initially, Phase 1 included the construction of four 468 m^2 (5,038 ft^2) storage buildings for *mini warehousing* use, totalling nearly 1,858 m^2 (20,000 ft^2) in storage space. The second phase (Phase 2) of the development will include approximately 1,486 m^2 (16,000 ft^2) of commercial warehouse space in the form of two 8,000 ft^2 buildings on the front portion of the existing development (Appendix 2). Each building has initially been designed to have four 2,000 ft^2 bays per building (Appendix 2). A letter of proposal (Appendix 3) provides further details on the application and proposal.

BACKGROUND

The subject parcel is 3.6 ha (8.9 ac) in area, designated Industrial - Light (IL) in the City's Official Community Plan (OCP), and zoned M-1 - General Industrial (Appendix 4 and 5). The parcel is within a designated Special Development Area, identified in the 1980s for the future expansion of the City's Industrial Park. In 2006, the parcel was excluded from the Agricultural Land Reserve (ALR) and rezoned from Rural Holding (A-2) to (M-1). With the adoption of the OCP in 2011, the subject property and adjacent block of land (60 ha) fronting 10 Avenue SE and 20 Avenue SE were re-designated from "Industrial" to "Light Industrial" for future land use and included within the "Industrial Development Permit Area". This development permit area designation means that any development is subject to the form and character design policies under Section 10.5 of the OCP (attached as Appendix 6).

Land uses directly adjacent to the subject property are as follows:

North: A2 (Rural Holding) parcel within the ALR, OCP designation Industrial - Light (IL)
South: A2 (Rural Holding) parcel within the ALR
East: M2 (Light Industrial), OCP designation Industrial - Light (IL) (Access Precision)
West: M6 (Industrial Holding) parcel not in the ALR; and three rural parcels all zoned A2 (Rural Holding) and within the ALR

This is the third (and second of the subject property) form and character industrial development permit application within this Industrial - Light designated area to come before City Council. The first such development permit was issued for the property directly east in 2014 (Access Precision Machining), while the second was recently issued in October 2021 for Phase 1 of this development. Staff note that a future road network has been planned over this area in order to support the future Industrial-Light development area (Appendix 7). The subject parcel is almost entirely clear of vegetation and construction associated with Phase 1 is currently ongoing. Site photos are attached as Appendix 8.

COMMENTS

Fire Department

Fire Hydrants required.

Building Department

No concerns. Part 3 building will require full professional design and review.

Design Review Panel

The Development Permit application triggered referral to the Design Review Panel (DRP). The DRP supported the application as presented, noting the high quality colours and materials (Appendix 9).

Engineering Department

Comments attached (Appendix 10).

Planning Department

This application is to permit the development of two new commercial warehousing structures: simple buildings with brick and stone facades and flat roofs. This development is subject to the form and character design policies under Section 10.5 of the OCP (attached as Appendix 6), categorized specifically as siting and building, landscape and screening, as well as access, circulation, and parking area guidelines.

Siting and Building Guidelines

The proposed development includes two buildings and associated drive aisles (asphalt driveways with parking stalls and a commercial loading area), as well as landscaping near the property's frontage.

The form and character of the buildings proposed are similar yet somewhat original to other industrial buildings in the area. The materials proposed are brick veneer, manufactured stone masonry, and concrete masonry veneer, with charcoal trim, doors and fascia. Somewhat minimal architectural details are proposed, with no roof overhang, the buildings feature articulated rooflines and facades (including the awnings over the doors and exterior lighting), and due to the nature of this business, the majority of the windows are located on only one face of the buildings. The buildings proposed as part of this phase would be set back 6.1 m from the east interior parcel line and 8.3 m from the west interior parcel line (6.0 m permitted), and/but are also set back significantly from the front and rear property lines. The main entrance of the front-most building will also be oriented to the dominant street frontage (20 Avenue SE), will have a well-defined entry (with storefront doors, windows and visible signage) and planning staff believe that both proposed buildings of Phase 2 will provide positive architectural interest (which align with OCP policies 10.5.9 and 10.5.10).

Staff still have some concerns around alignment with Crime Prevention Through Environmental Design (CPTED) principles (OCP 10.5.11) as it appears that no lighting has been proposed/provided on 3/4 sides of both buildings. Although not necessary, staff still recommend the applicant include additional exterior site lighting.

Staff feel that the proposed development substantially aligns with the Industrial Development Permit Area objectives and design guidelines. The proposed building's form, character and materials are of high quality relative to typical industrial 'metal box' building forms. The Design Review Panel noted no concerns through their review and support of the proposal as presented.

Landscape and Screening Guidelines

As seen/shown in the most recent landscape plan, this phase of the development proposes two landscaped areas along either side of the front-most proposed building, consisting mostly of shrubs and grasses, with one new tree proposed for the east landscaped area (a Syringa Reticulata 'Ivory Silk' tree). All plantings proposed are drought tolerant and deer resistant, aligned with OCP policies 10.5.15 and 10.5.18.

The proposed phasing of this development means that the entire northern portion of the lot will not be developed until Phase 3. This means that a significant amount of the parcel will remain as is until then. A 2.0 m high chain link fence was proposed around the property as a means of site security for Phase 1 and followed property lines to the north, west, and east (along future property line at road reserve boundary). This included a sliding gate at the driveway access to Phase 1 of the development. However, unlike Phase 1, staff note that visual screening is not required by the Zoning Bylaw for Phase 2 of the development (two new commercial warehouses). That being said, temporary garbage is proposed and will be located near the east property line, which will once again be required to be screened.

Since City Council had some reservations about the landscaping along the frontage of 20 Avenue NE with the last Development Permit (DP-430; Phase 1), planning staff have encouraged the applicant to plant approximately 3-4 trees along the south lot boundary. The species suggested to the applicant were either Red Maple or London Planetree. In addition, staff have advised that a similar buffer along the west boundary of the Road Reserve is encouraged along the east side of the proposed septic fields (for example, hedges such as Oregon Grape or Common Lilac). All species that have been recommended to the applicant are fire smart, according to the FireSmart BC Plant Chart. The applicant has noted that they are sure they will be able to make the necessary adjustments to the landscaping.

Access, Circulation, and Parking Guidelines

The newly-proposed two-building development of Phase 2 proposes the same curving access route as Phase 1 with adjacent parking spaces along asphalt driveways, which aligns with OCP policy 10.5.24. The majority of the parking area is screened from 20 Avenue SE by the proposed buildings.

Zoning

The proposed warehousing use is permitted in the M-1 General Industrial Zone, subject to BC Building Code and zoning regulations (parking area and access, screening and landscaping requirements). The proposed buildings are slightly more than 8 metres in height, far less than the 15 m maximum building height, while all requisite setbacks are met.

Staff note that one parking space is required for every 100 square metres plus 1 per 2 employees and a total of two loading spaces for this phase of the development, as illustrated on the site plan. The proposal meets these parking requirements, showing 22 parking spaces (14 spaces are required). Both the driveway and circulation surfaces surrounding the buildings of Phase 2 are proposed as asphalt surfaces. Aisle widths of 7.3 m are proposed, meeting circulation requirements.

As noted previously, this application addresses the second phase of development, with the site plans submitted showing the previous Phase 1 and 'open storage' on Phase 3. As the subject parcel is within the "Industrial Development Permit Area" any further phases will also be subject to the form and character design policies under Section 10.5 of the OCP and will require Development Permit applications prior to development proceeding.

Road Reserve

A future road network has been planned affecting the subject parcel to support the future development and expansion of the Industrial Park (Appendix 6), and as such is once again a key element of this proposal. The proposal includes a 10 m wide strip along the east parcel line for the future road network. Given road construction is still premature at this time but recognizing the importance of the future road plan, staff had previously recommended that the registration of a Section 219 road reserve covenant was to be made as a condition of issuance of the previous building permit to secure the future road alignment. Staff have received confirmation of registration of said covenant and do not require another Section 219 road reserve covenant. Staff also note that road construction would be triggered by future subdivision.

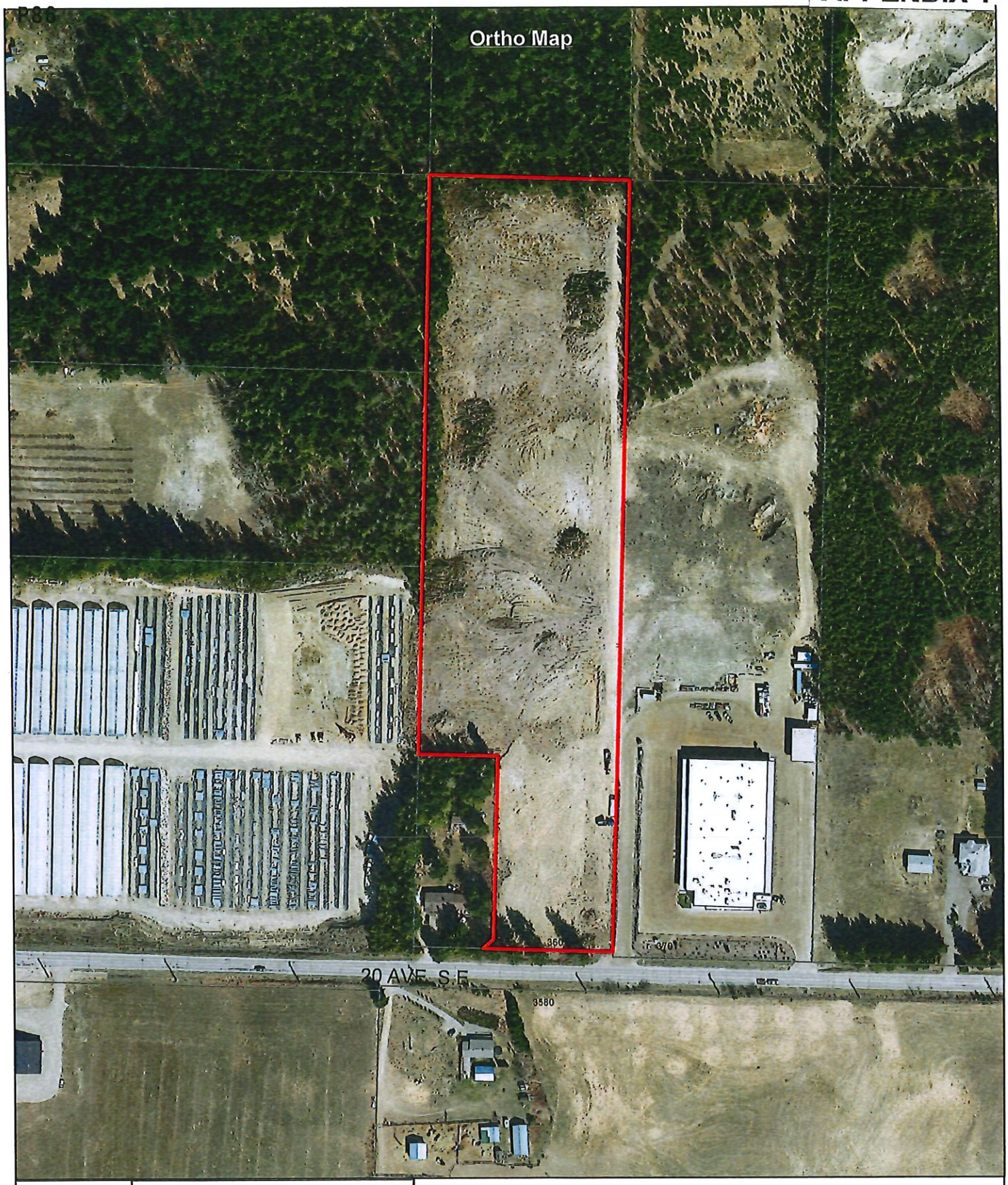
A building setback of over 6.0 m is once again proposed on the east side of Phase 2 from both buildings to the 10.0 m future road, as required for an exterior side setback in the M-1 zone (Appendix 6). At the Development Permit stage, road dedication, upgrades and the extension of water, sanitary and storm sewer mains (or a cash contribution in lieu of those extensions) are not required. Servicing upgrades, including road dedication, may once again be required either at the time of the Building Permit or upon further subdivision of the property.

CONCLUSION

Staff consider the development as proposed to be a positive addition to the industrial area, generally consistent with the Industrial Development Permit objectives and guidelines, and note that the future road plan for this area has been included in the proposal. Considering the use and the location, and noting the development potential of the site and the proposed visually appealing building adjacent to the street, staff recommend support of the proposed development subject to the receipt of landscaping bonding.

Prepared by: Evan Chorlton
Planner I

Reviewed by: Chris Larson, MCIP, RPP
Senior Planner



N

0 12.525 50 75 100 Meters

Subject Property

Parcels

AVIATOR BUSNESS PARK - PHASE 2

3601 20TH AVENUE S.E., SALMON ARM, BC

PROJECT INFO:

OWNER:
AVIATOR BUSINESS PARK INC.

ARCHITECT:
SLUCZKOW ARCHITECTURE INC.
JAT GILLMAN, ARCHITECT AIBC

CMC ADDRESS:
3601 20th AVENUE S.E.

OFFICIAL COMMUNITY PLAN:
INDUSTRIAL LIGHT

LEGAL:
LOT 16, PLAN 1250
EXCEPT PLAN KAP83084
SEC. 7, TP20, R9, W6M KYD

ZONING:
M1 - GENERAL INDUSTRIAL

SITE AREA:
3.61ha (8.92ac)

THE CITY OF SALMON ARM

ZONING BY-LAW NO. 2303

BY-LAW	PROPOSED
ZONING M-1 GENERAL INDUSTRIAL ZONE	ZONING M-1 GENERAL INDUSTRIAL ZONE
28.1 PURPOSE GENERAL INDUSTRIAL AND MANUFACTURING	28.1 PURPOSE GENERAL INDUSTRIAL AND MANUFACTURING
28.2 REGULATIONS AS PER ZONING BYLAWS	28.2 REGULATIONS AS PER ZONING BYLAWS
28.3 PERMITTED USES MINI WAREHOUSING AND STORAGE YARDS OFFICE, STORAGE BUILDING, WORKSHOP AND YARD FOR CONTRACTOR;	28.3 PERMITTED USES MINI WAREHOUSING AND STORAGE YARDS OFFICE, STORAGE BUILDING, WORKSHOP AND YARD FOR CONTRACTOR;
28.4 MAX. HEIGHT PRINCIPLE BUILDING HEIGHT 15.0m (49.2')	28.4 HEIGHT PRINCIPLE BUILDING HEIGHT 7.6m (24.2')
28.5 MAX. SITE COVERAGE BUILDINGS 50%	28.5 SITE COVERAGE EXISTING BUILDINGS 7.6% PROPOSED BUILDINGS 1.7% TOTAL 9.3%
28.6 MIN. PARCEL AREA 465.0m (5,005.4ft)	28.6 PARCEL AREA 36,100m (3.61ha)
28.7 MIN. PARCEL WIDTH 15.0m (49.2')	28.7 PARCEL WIDTH 66.146m (217.15')
28.8 MIN. SETBACKS OF PRINCIPLE BUILDING 1) FRONT PARCEL LINE 6.0m (19.7') 1a) RURAL COLLECTOR (RD CL) 16.0m (52.5') 2) REAR PARCEL LINE 6.0m (19.7') 3) INTERIOR PARCEL LINE 6.0m (19.7') 4) EXTERIOR PARCEL LINE 6.0m (19.7')	28.8 SETBACKS OF PRINCIPLE BUILDING 1 FRONT PARCEL LINE 97.6m(320.3') 2 REAR PARCEL LINE 206.19m(676.5') 3 WEST INTERIOR PARCEL LINE 6.2m(20.3') EAST INTERIOR PARCEL LINE 5.19m(17') (SETBACKS TO PROPERTY BOUNDARY FOR UTILITY LINE) 4 EXTERIOR PARCEL LINE n/a
28.9 ACCESSORY RETAIL SPACE SHALL NOT EXCEED 25% OF THE MAX. FLOOR AREA OF THE PRINCIPAL BUILDING DEFINED UNDER LIGHT INDUSTRIAL	28.9 ACCESSORY RETAIL SPACE SHALL NOT EXCEED 25% OF THE MAX. FLOOR AREA OF THE PRINCIPAL BUILDING DEFINED UNDER LIGHT INDUSTRIAL
28.10 OUTSIDE STORAGE SHALL BE SCREENED FROM ANY ADJACENT LOT NOT ZONED INDUSTRIAL	28.10 OUTSIDE STORAGE SHALL BE SCREENED FROM ANY ADJACENT LOT NOT ZONED INDUSTRIAL
28.11 PARKING AND LOADING PARKING REQUIRED INDUSTRIAL 1 PER 100m + 1 PER 2 EMPLOYS LOADING REQUIRED 450m - 2500m 2 SPACES	28.11 PARKING AND LOADING PARKING PROVIDED (75x7m/100m = 16 SPACES) 22 SPACES (INCLUDES 2 ACCESSIBLE) LOADING REQUIRED 2 SPACES

PRELIMINARY CODE REVIEW

TYPE OF WORK
NEW CONSTRUCTION,

BASIS FOR CODE ANALYSIS
BC BUILDING CODE EDITION -2018
ACCEPTABLE SOLUTIONS & PRESCRIPTIVE REQUIREMENTS (DIVISION B): PART 3
ALTERNATE SOLUTIONS REQUESTED: NO

BUILDING AREA (TYPICAL BLDG #1-2, UNLESS NOTED OTHERWISE)
BUILDING FOOTPRINT: 656.5m²
FIREWALLS ARE INCORPORATED INTO OVERALL DESIGN: NO

BUILDING SIZE AND CONSTRUCTION (ARTICLES 3.2.2.39 TO 3.2.2.88)
MAJOR OCCUPANCIES (GROUPDIVISION): MEDIUM-HAZARD INDUSTRIAL (GROUP F2)
WORKSHOPS
SUBSIDIARY OCCUPANCIES: SHOWROOM / OFFICE (ANCILLARY)

BUILDING HEIGHT
GRADE: FLAT SITE
STOREYS: 1 STOREY

EXCEPTIONS TO BUILDING HEIGHT (3.2.1.1):
MEZZANINE (% OF SUITE PER ARTICLE 3.3.1.1): FUTURE MEZZANINE

NUMBER OF STREETS (15m FROM STREET): 1 STREET
GOVERNING ARTICLE: 3.2.2.76, GROUP F, DIVISION 3, UP TO 2 STOREYS
MAX 2 STOREYS
MAX 1000m² IF 1 STOREY & 1 STREET
COMBUSTIBLE OR NON-COMBUSTIBLE
FLOOR ASSEMBLIES: FIRE SEPARATION & 45min FRR IF COMBUSTIBLE
LOADBEARING SUPPORTING FRR: 45min FRR, OR NON-COMBUSTIBLE

SPATIAL SEPARATION (SUBSECTION 3.1.3.4)
FIRE DEPARTMENT RESPONSE TIME <10MIN YES
UNSPRINKLERED STOREY NO
X, LIMITING DISTANCE USED NO
SEE TABLE 1 "SPATIAL SEPARATION

FIREFIGHTING PROVISIONS (SECTION 3.10.20)
ACCESS TO ABOVE GRADE STOREYS N/A
ACCESS TO BASEMENTS N/A
FIRE DEPARTMENT ACCESS TO BUILDINGS TO EACH BUILDING
PORTABLE FIRE EXTINGUISHERS PER BC FIRE CODE / NFPA-10

OCCUPANT LOAD (TABLE 3.1.17.1)
BUILDING OCCUPANT LOAD 20-40 PERSONS (1.2 - 2.4 m²/OCCPT)

FIRE SEPARATIONS
SEPARATION OF SUITES: 45MIN FRR

HEALTH REQUIREMENTS (SECTION 3.7)
NO OF WCS REQUIRED TO BE DETERMINED BY TENANT IMPROVEMENT

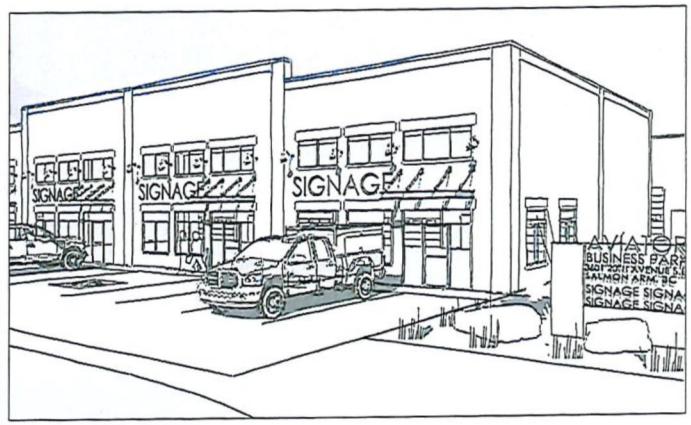
ACCESSIBILITY REQUIREMENTS (SECTION 3.8)
ALL AREAS PRESENTLY ZONED FOR USE, PROVIDING ACCESS WOULD BE PRACTICAL
PATH OF TRAVEL TO PARKING AREAS AND PASSENGER LOADING ZONES
CONTROLS & OUTLETS
POWER DOOR OPERATOR NOT REQUIRED.

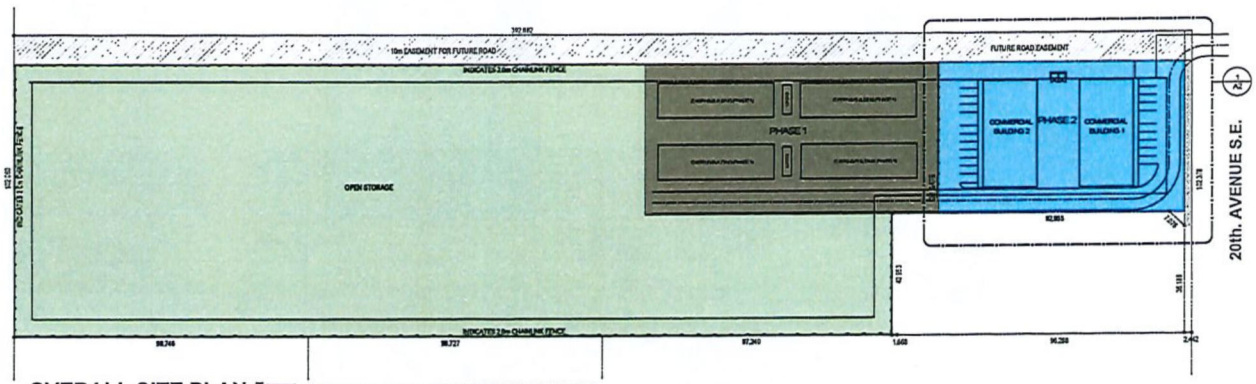
ENERGY EFFICIENCY (SEC TION 3.8.2)
DESIGN AND INSTALLATION ASHRAE 90.1
COMPLIANCE (DESCRIPTIVE, & MODELTOTP) PRESCRIPTIVE

TABLE 1 - SPATIAL SEPARATION (TABLE 3.2.3.1.-C)

COMPARTMENT	L	H	AREA OF EXPOSED COMPARTMENT	RATIO L/H OR H/L	LIMITING DISTANCE	% OPENINGS PERMITTED	% OPENINGS PROVIDED	FIRE RESISTANCE RATING	CONSTRUCTION	CLADDING
BACK BLDG 1 & 2	83m	6.3m	61m²	1.3	7.0m	EX 22%	25%	1hr FRR	COMB / NONCOMB	NONCOMB
FRONT BLDG1	83m	6.3m	61m²	1.3	17.0m	100%		NO REQ	NO REQ	NO REQ
BLDG2	83m	6.3m	61m²	1.3	14.8m	EX100%		NO REQ	NO REQ	NO REQ
SIDE - EAST BLDG 1 & 2	17.5m	6.3m	120m²	2.5	6.2m	EX 12%	6%	2hr FRR	COMB / NONCOMB	NONCOMB
SIDE - WEST BLDG 1 & 2	17.5m	6.3m	120m²	2.5	8.5m	EX 25%	6%	2hr FRR	COMB / NONCOMB	NONCOMB

CONTEXT PLAN
SCALE: 1:2000
NORTH





OVERALL SITE PLAN
SCALE: 1:750
NORTH

NOTE. SITE PLAN PREPARED BASED ON DATA TAKEN FROM SURVEY PLAN PREPARED BY BROWNE JOHNSON LAND SURVEYORS, DATED JANUARY 4TH, 2007, PROVIDED BY THE CLIENT.

SHEET REFERENCES
A1 PROJECT DATA & SITE PLAN
A2 ACCESSIBILITY
A3 FIRE SEPARATIONS
A4 BUILDING SECTION
A5 ELEVATIONS
LANDSCAPE EDWARDS - PREPARED BY FAX DELIVER DATED AUG 26, 2021

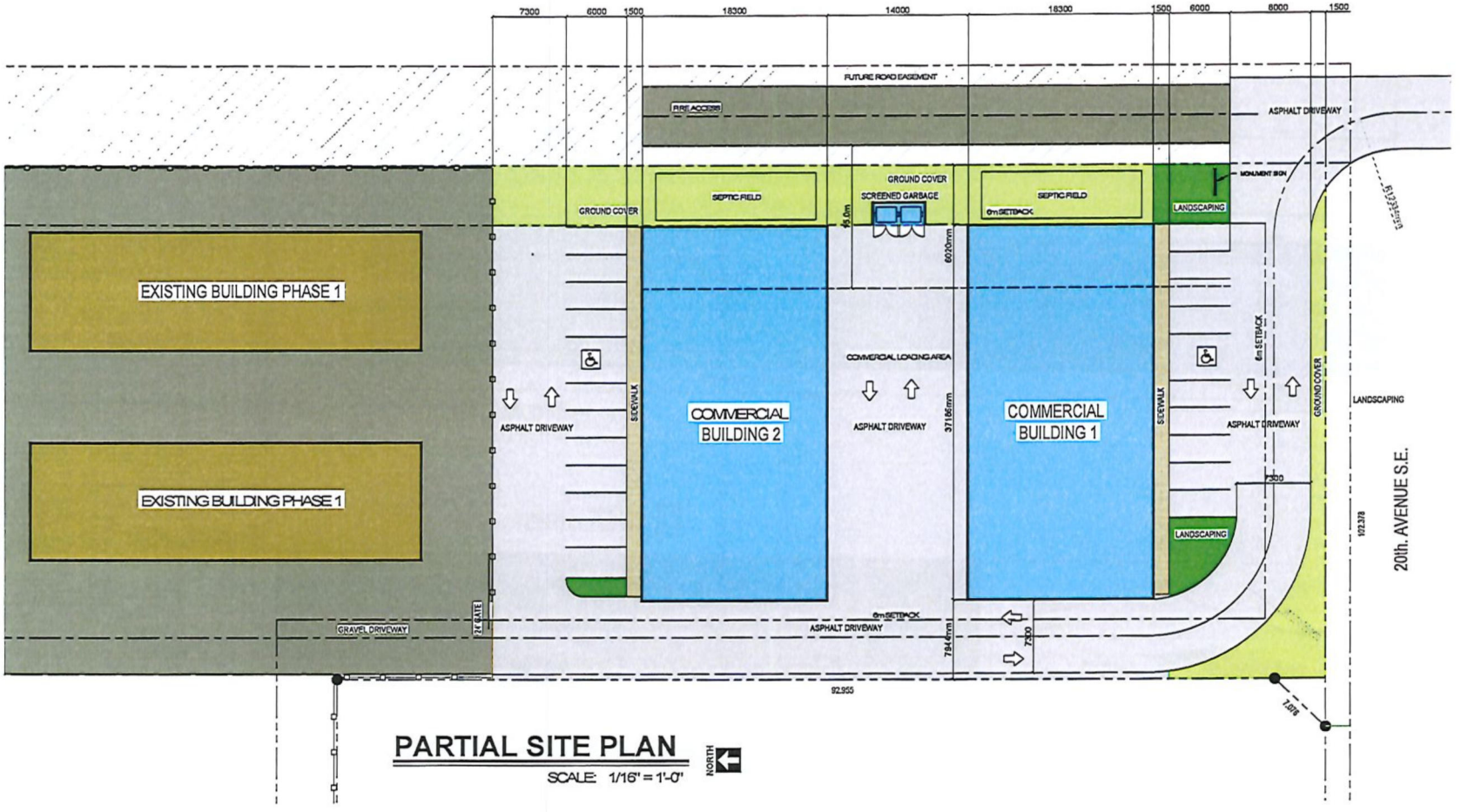
PROJECT DATA & SITE PLAN

BlueCROW Architecture Inc.
1105 Phoenix Dr.
Vernon, British Columbia, V1B 3M4
P. 250.307.2195, jgillman4@gmail.com

AVIATOR BUSINESS PARK - PHASE 2
3601 20TH AVENUE S.E., SALMON ARM, BC

PROJECT NO	SCALE	REVISION	DATE	SHEET NO
2021-20	AS INDICATED	ISSUED FOR DEVELOPMENT PERMIT APPLICATION	OCTOBER, 25, 2021	A1

APPENDIX 2



PARTIAL SITE PLAN

SCALE: 1/16" = 1'-0"

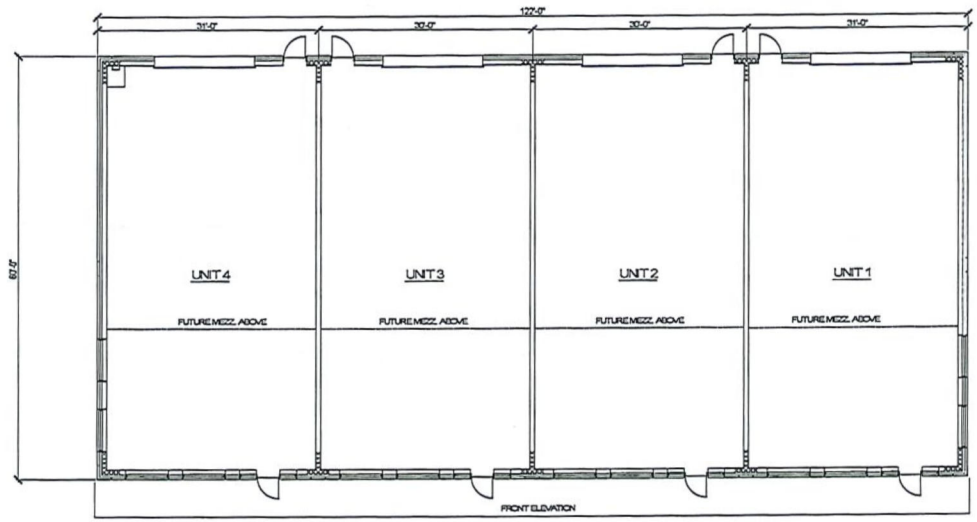
PARTIAL SITE PLAN

BlueCROW Architecture Inc.
1105 Phoenix Dr.
Vernon, British Columbia, V1B 3M4
P. 250.307.2198, jgilman4@gmail.com

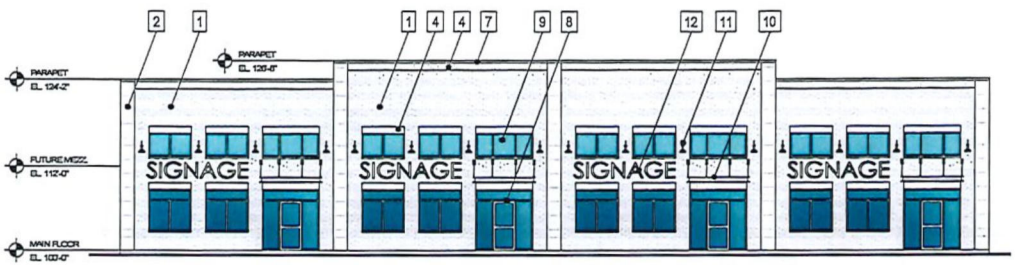
AVIATOR BUSINESS PARK - PHASE 2
3601 20th AVENUE S.E., SALMON ARM, BC

PROJECT NO	SCALE	REVISION	DATE	SHEET NO
2021-20	AS INDICATED	ISSUED FOR DEVELOPMENT PERMIT APPLICATION	OCTOBER, 25, 2021	A2

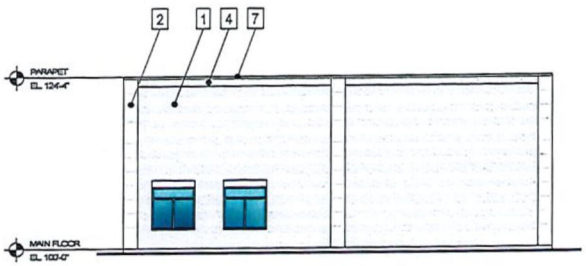
APPENDIX 2



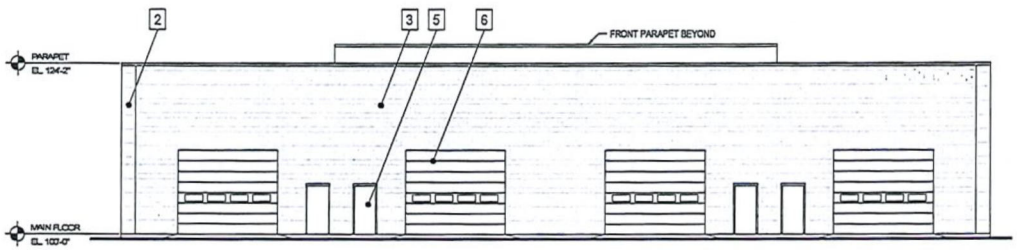
FLOOR PLAN
SCALE: 1/8" = 1'-0"



FRONT ELEVATION
SCALE: 1/8" = 1'-0"



TYPICAL SIDE ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"

EXTERIOR LEGEND
1. BRICK VENEER
2. MANUFACTURED STONE MASONRY
3. CONCRETE MASONRY VENEER
4. BRICK VENEER, SOLDIER COURSE
5. DOOR
6. OVERHEAD DOOR
7. PRE-FINISHED METAL FLASHING
8. ALUMINUM STOREFRONT
9. GLAZING
10. CANOPY
11. EXTERIOR LIGHTING
12. SIGNAGE

FLOOR PLAN & ELEVATIONS

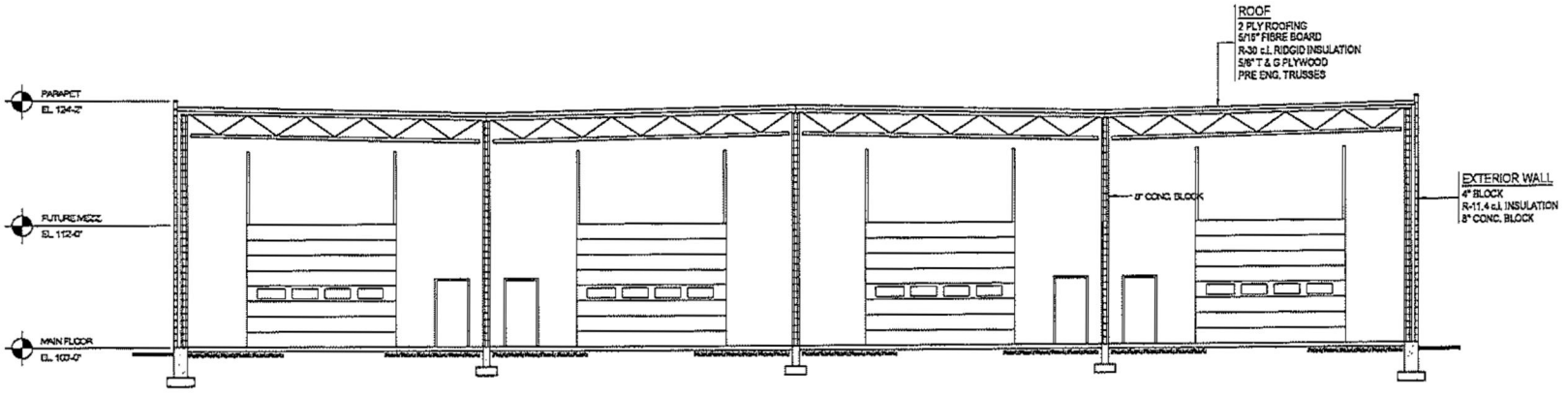
BlueCROW Architecture Inc.
1195 Phoenix Dr.
Vernon, British Columbia, V1B 3M4
P. 250.307.2198, jgilmore48@gmail.com

AVIATOR BUSINESS PARK - PHASE 2
3401 20TH AVENUE S.E., SALMON ARM, BC

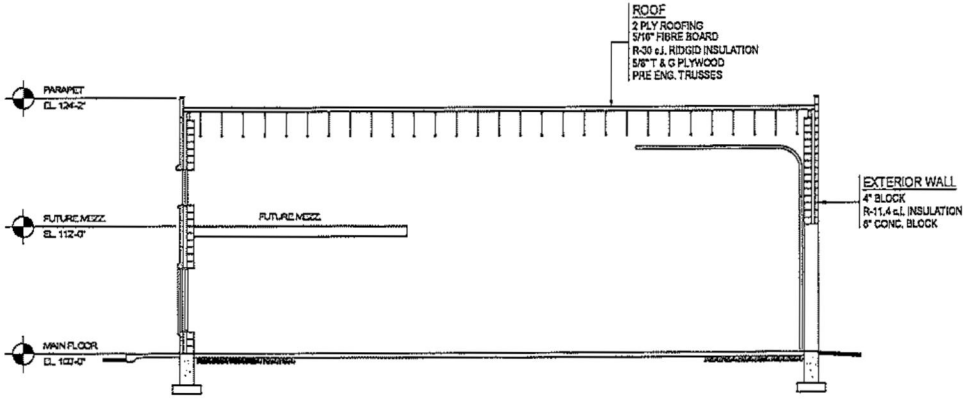
PROJECT NO	SCALE	REVISION	DATE
2021-20	AS INDICATED	ISSUED FOR DEVELOPMENT PERMIT APPLICATION	OCTOBER, 25, 2021

SHEET NO A3

APPENDIX 2



SECTION A-A
SCALE: 3/16" = 1'-0"



SECTION B-B
SCALE: 3/16" = 1'-0"

BUILDING SECTIONS

BlueCROW Architecture Inc.
1103 Phoenix Dr.
Vernon, British Columbia, V1B 3M4
P. 250.307.2195 jgilmore@gmail.com

AVIATOR BUSINESS PARK - PHASE 2
3601 20TH AVENUE S.E., SALMON ARM, BC

PROJECT NO	SCALE	REVISION	DATE	SHEET NO
2021-20	AS INDICATED	ISSUED FOR DEVELOPMENT PERMIT APPLICATION	OCTOBER, 25, 2021	A4

APPENDIX 2

SOUTH WEST PERSPECTIVE
SCALE: N.T.S.

SOUTH EAST PERSPECTIVE
SCALE: N.T.S.

SOUTH EAST PERSPECTIVE
SCALE: N.T.S.

PERSPECTIVES

BlueCROW Architecture Inc.
1105 Phoenix Dr.
Vernon, British Columbia, V1B 3M4
P. 250.307.2198, jgdmon4@gmail.com

AVIATOR BUSINESS PARK - PHASE 2
3401 20th AVENUE S.E., SALMON ARM, BC

PROJECT NO	SCALE	REVISION	DATE	SHEET NO
2021-20	AS INDICATED	ISSUED FOR DEVELOPMENT PERMIT APPLICATION	OCTOBER, 23, 2021	A5

APPENDIX 2

Landscape Specifications

1. The scaled dimensions on this drawing are approximate. Before proceeding with any work, the contractor shall check and verify all dimensions and quantities.

2. Plant material shall meet or exceed the British Columbia Landscape Standard, 2007, 7th edition, for nursery stock size and quality. Plant materials listed in the accompanying Plant List have been specified according to the Canadian Nursery and Landscape Association Canadian Standard for Nursery Stock and the BCLNA Standard for Container Grown Plants. Nursery shall be certified free of Sudden Oak Death (SOD).

3. Plant List substitutions permitted with the approval of the Landscape Consultant.

4. Landscape Contractor shall take measures to prevent unnecessary soil compaction during landscape work.

5. Planting medium shall meet or exceed the British Columbia Landscape Standard, 2008, 7th edition for level 2 (Groomed) and level 3 (Moderate) areas. Minimum planting depths are
A. Turf areas 150mm
B. Ground covers 300mm
C. Shrubs 450mm
D. Trees 600mm

6. Stake the trees only if they are unable to support themselves. If staking is required, stake with two 50mm diameter, 1.5 metre wooden stakes. Drive stakes into the undisturbed soil outside of the root ball.

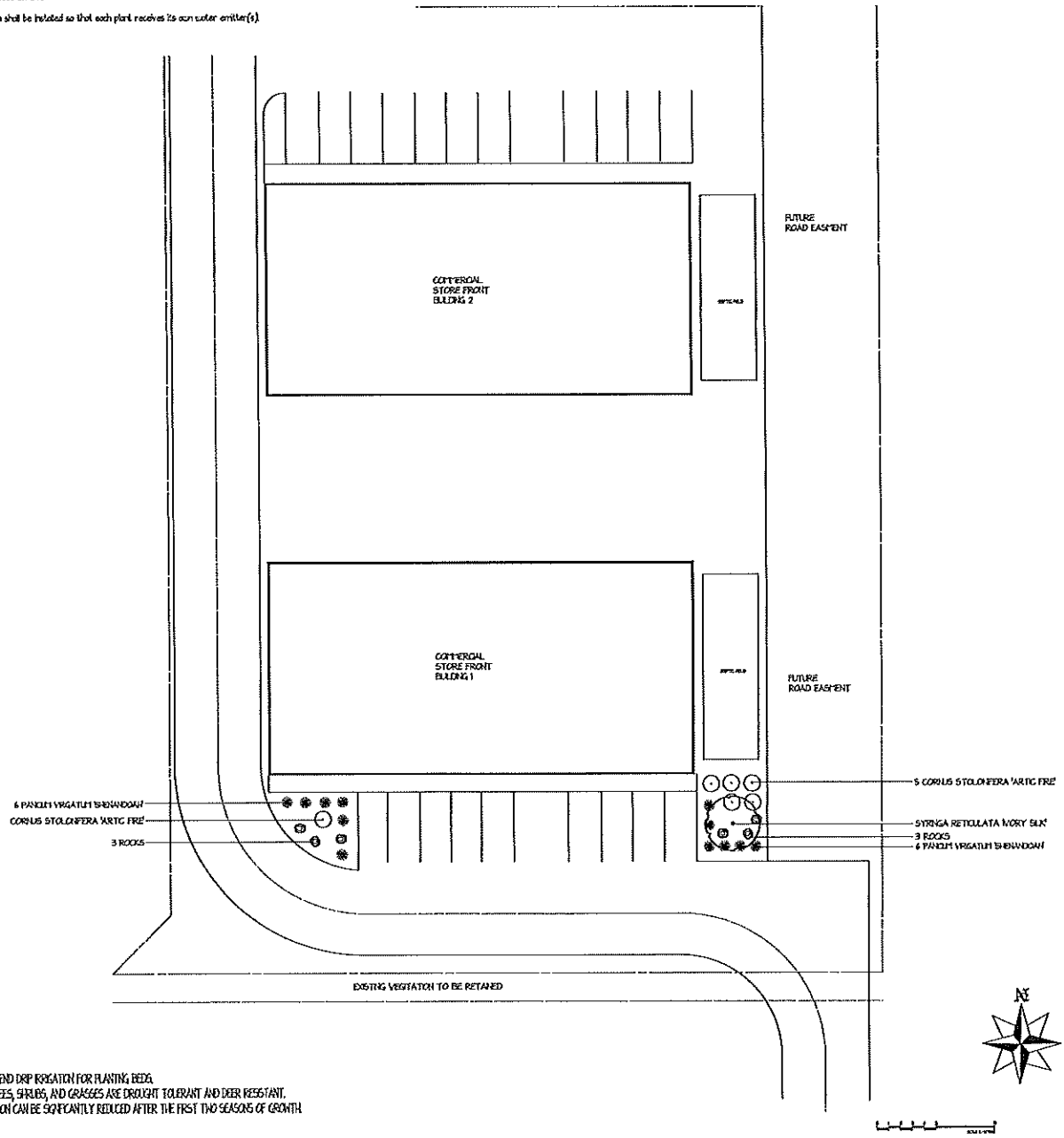
7. Using two 50mm flexible canvas or vinyl straps in a figure of eight formation, attach the strapping to the stakes with a galvanized roofing nail.

8. Remove the tree stakes 12 months after installation.

9. Plant materials shall be guaranteed to the owner for a period of one year after substantial completion against death due to unhealthy supply or installation conditions and among species or variety.

10. All planting areas shall be covered with a minimum of 3" composted bark mulch to help prevent moisture loss due to evaporation and to assist in weed control.

11. A drip line irrigation system shall be installed so that each plant receives its own water emitter(s).



NOTES:
1. RECOMMEND DRIP IRRIGATION FOR PLANTING BEDS.
2. ALL TREES, SHRUBS, AND GRASSES ARE DROUGHT TOLERANT AND DEER RESISTANT.
3. IRRIGATION CAN BE SIGNIFICANTLY REDUCED AFTER THE FIRST TWO SEASONS OF GROWTH.

PLANT LIST

SCIENTIFIC NAME	COMMON NAME	QTY	PLANTING SIZE	MATURE SIZE H X W IN METRES	PLANT SPACING IN METRES
TREES SYRINGA RETICULATA 'IVORY SILK'	JAPANESE LILAC TREE	1	6.5 CM CALIPER	5.8 X 6.0	6.0
SHRUBS CORNUS STOLONIFERA 'ARTIC FIRE'	ARTIC FIRE DOGWOOD	6	#2 POT	1.5 X 1.5	1.5
PERENNIALS PANICUM VIRGATUM 'SHENANDOAH'	RED SWITCH GRASS	12	#1 POT	1.7 X 1.0	1.0

AVIATOR BUSINESS PARK
3601 20TH AVE. SE, SALMON ARM

scale 1:250	date 25 AUG 2021	revision
drawn by PAT DILLON	checked by	drawing PHASE 2

AVIATOR BUSINESS PARK

THE SITE

The subject property is located at 3601 20th Ave SE, Salmon Arm, BC. We have an existing development underway on this site comprised of 20,000 sq ft of mini storage (Phase 1).

THE PROPOSAL

To develop 16,000 sq ft of commercial warehouse space by constructing two – 8000 sq ft buildings on the front portion of our existing development (Phase 2). These buildings have initially been designed as four 2000 sq ft bays per building. They will be designed to appeal to commercial/industrial businesses that need to lease warehouse space to start or grow their businesses. The buildings will be constructed entirely out of masonry, with structural concrete block, insulation and full masonry veneer.

The use of masonry for these buildings has many advantages. The buildings will be the frontage of our property along 20th Ave, and masonry provides a very attractive, elegant and timeless look for our development. Masonry is non-combustible, has a much longer lifespan than other building types and the plan is very energy efficient by design and increased thermal mass.

Drive lanes, parking areas and loading/unloading areas will be paved for sustainability and ease of use. Sidewalks and landscaped areas will be located along the front of each building. Areas for septic field, landscaping and fire lanes have been accounted for, as per the drawings.

BACKGROUND

Over the last decade, Western Canada has seen a large migration of people to the Thompson Okanagan region. While this migration in the past has largely been made up of retirees moving from the Lower Mainland or Alberta, new working conditions and desired "quality of life" have changed the demographic to include all age groups and professions. This has resulted in a real estate boom in most communities throughout this region.

This has created stresses on these communities for services as well as infrastructure. There is a lack of industrial and commercially zoned land as many areas are protected for agricultural purposes. The shortage of available land has likewise created a shortage of industrial/commercial shop facilities in the region.

As a result, leasable industrial/commercial space for tradespeople is currently negligible. It is hard to find necessary shop space for these professionals and trades who are instrumental to the area development.

The ability for new businesses to start and for existing businesses to grow is a driving factor in job creation for the area. Our Project will help to attract skilled individuals to the area as well as create positions for the existing residents to get good paying, skill developing jobs.

We did reach out to the Salmon Arm Economic Development Society at the recommendation of the Mayor of Salmon Arm and City Councillors following our last development meeting for Phase 1 of our project. Warehouse space is in short supply and was highlighted as being needed in our community.

Regards,

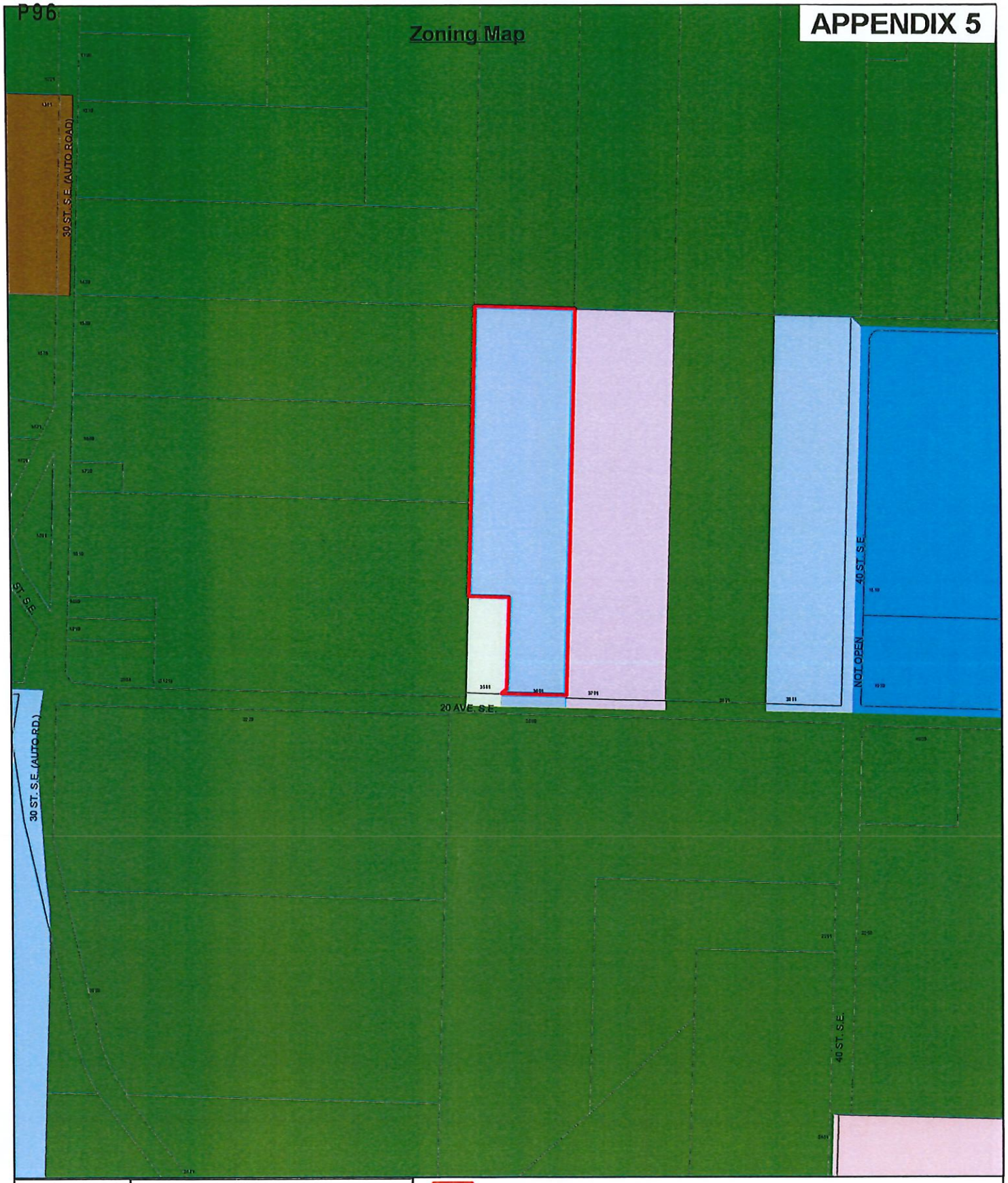
Jade Nielsen
President
Aviator Business Park Inc.

APPENDIX 4

OCP Map

APPENDIX 5

Zoning Map



N

0 25 50 100 150 200 Meters

Subject Property

Parcels

A-2 P-1

M-1 P-2

M-2 P-4

M-6 R-6

f. the potential impact of the proposed industrial use on the natural environment.

Expiration of Permit

10.4.8 Upon expiration of a Temporary Industrial Use Permit, the use of the property shall revert to those outlined in the current Zoning Bylaw. The applicant may, prior to the expiration of the Temporary Industrial Use Permit, apply for a one time permit renewal of up to three years, approval of which will be at the discretion of City Council.

10.5 Industrial Development Permit Area

Designation

Pursuant to Section 919.1(1)(f) of the *Local Government Act*, all lands designated for Light Industrial, General Industrial, or Airport Industrial/Commercial use as shown on Map A-1 Land Use, and fronting the Trans Canada Highway, Highway 97B, 10 Avenue SE, or the north side of 20 Avenue SE are designated " Industrial Development Permit Area".

Objectives

10.5.1 To promote quality building, site and landscape design.

10.5.2 To ensure that industrial developments provide a positive impression of Salmon Arm along provincial highways and city streets.

10.5.3 To promote environmentally sensitive building and landscape approaches.

Submission Requirements

10.5.4 Drawings submitted for a Development Permit application must meet the following minimum requirements:

a. The site plan must include lot dimensions and setback dimensions taken from the building to all property lines; non-vehicular and vehicular access and parking layout, with dimensions for parking stalls and traffic aisles; refuse and recycling container areas, mechanical equipment at grade, and all surface materials such as paving and landscape areas;

b. A grading and drainage plan must indicate existing and proposed grades, proposed building floor elevations, location, layout, and elevations at top and bottom of all steps and retaining walls; and on-site infiltration areas and storm drainage;

c. Drawings illustrating the building appearance shall indicate the materials, finish and colour of the buildings;

d. A landscape plan must indicate existing vegetation to be retained and protected; hard surfaces;

steps and retaining walls; mowed and rough grass areas; planting areas; and a planting plan with a plant list showing the number, species and sizes of proposed plants; extent and type of irrigation, and landscape amenity features.

10.5.5 Development permit application drawings should be prepared by a registered architect or a draftsperson with experience in urban design.

10.5.6 Landscape plans should be prepared by a registered landscape architect or a landscape designer.

10.5.7 Prior to formal site planning, applicants are encouraged to consult with the City's Development Services Department to determine which natural features should remain on the development site.

Siting and Building Guidelines

10.5.8 Design the site layout and building locations to:

a. retain and protect important natural vegetation, rocks, and unique site features, including unique tree species, mature trees that are not a hazard, other significant vegetation, nesting areas, and other wildlife habitat;
b. work with the existing topography, minimizing the need for cut and fill or tall retaining walls; and
c. provide a buffer for surrounding residential developments.

10.5.9 Orient main entrances to the dominant street frontage, with well defined entries.

10.5.10 Design entrances and portions of buildings visible from a provincial highway or city street with some architectural interest.

10.5.11 Consider the safety and security of businesses and customers in the design and layout of the development with a particular focus on Crime Prevention Through Environmental Design (CPTED) principles.

10.5.12 Screen roof top mechanical equipment from views in a manner that is consistent with the architectural design of the building. Screening of on-grade large mechanical equipment with noise and vibration abatement material is encouraged.

10.5.13 Consider the use of alternative technologies for on-site energy production, e.g., geothermal, photo-voltaic and fuel cells, heat pumps.

Landscape and Screening Guidelines

10.5.14 Maximize the amount of landscaped areas on site to increase the natural infiltration of rain water, with landscaping along adjacent streets and adjoining residential sites.

10.5.15 Select trees and other plants that will be readily established and provide significant visual impact upon planting.

10.5.16 In the landscape plan, consider finished site grades, location and heights of retaining walls, utilities, views, shade and sun angles, needs for privacy or screening, user safety, maintenance and irrigation requirements, and all other typical site planning criteria.

10.5.17 Consider energy efficiency and conservation in landscape design, e.g., moderate wind, provide shade in summer, allow sunlight and daylight into buildings.

10.5.18 Developments are encouraged to incorporate native, low maintenance and xeriscape (drought resistant, low water requirement) concepts in landscape plans.

10.5.19 Plant a uniform alignment of street trees planted along public streets at the spacing recommended by the City. Appropriate spacings are 15 metres along arterials, 10 metres along local and collector roads, lower spacing for smaller trees. If boulevard tree planting is not feasible along a street right-of-way, then tree planting along the front and exterior lot boundaries may be required at appropriate intervals.

10.5.20 For street tree selection along public boulevards, use the City's "Landscape Standards and Recommended Species Guide" as a reference.

10.5.21 Visual screening in the form of solid landscaping and/or fencing may be required along some segments of a site's perimeter, particularly adjacent to residential development.

10.5.22 Where landscaping for visual screening is required, plants selected shall be of sufficient height at maturity to provide a continuous screen not less than 2 metres in height and planted at a sufficient density to provide a hedge effect. Alternate screening measures such as solid fencing not less than 2 metres in height may be considered instead of or in combination with planting.

10.5.23 Locate refuse and recycling container areas where they are accessible to businesses and to container pick-up trucks, screen them with an appropriate durable enclosure, and provide landscaping around the perimeter of the enclosure where possible. Avoid direct exposure of refuse and recycling areas to public streets.

Access, Circulation and Parking Area Guidelines

10.5.24 Design the internal road and parking system for efficient circulation of all types of vehicles, with a layout that discourages speeding and provides safe pedestrian routes from parking lots to building entrances.

10.5.25 Encourage permeable materials for parking areas where possible, including gravel for areas that are used less frequently.

10.5.26 Encourage bioswales, permeable paving, and other design techniques that allow greater infiltration of water in and around parking areas.

10.5.27 Provide curb let-downs to accommodate universal accessibility from disabled parking spaces to buildings.

10.5.28 Encourage shared parking lot accesses to adjacent developments.

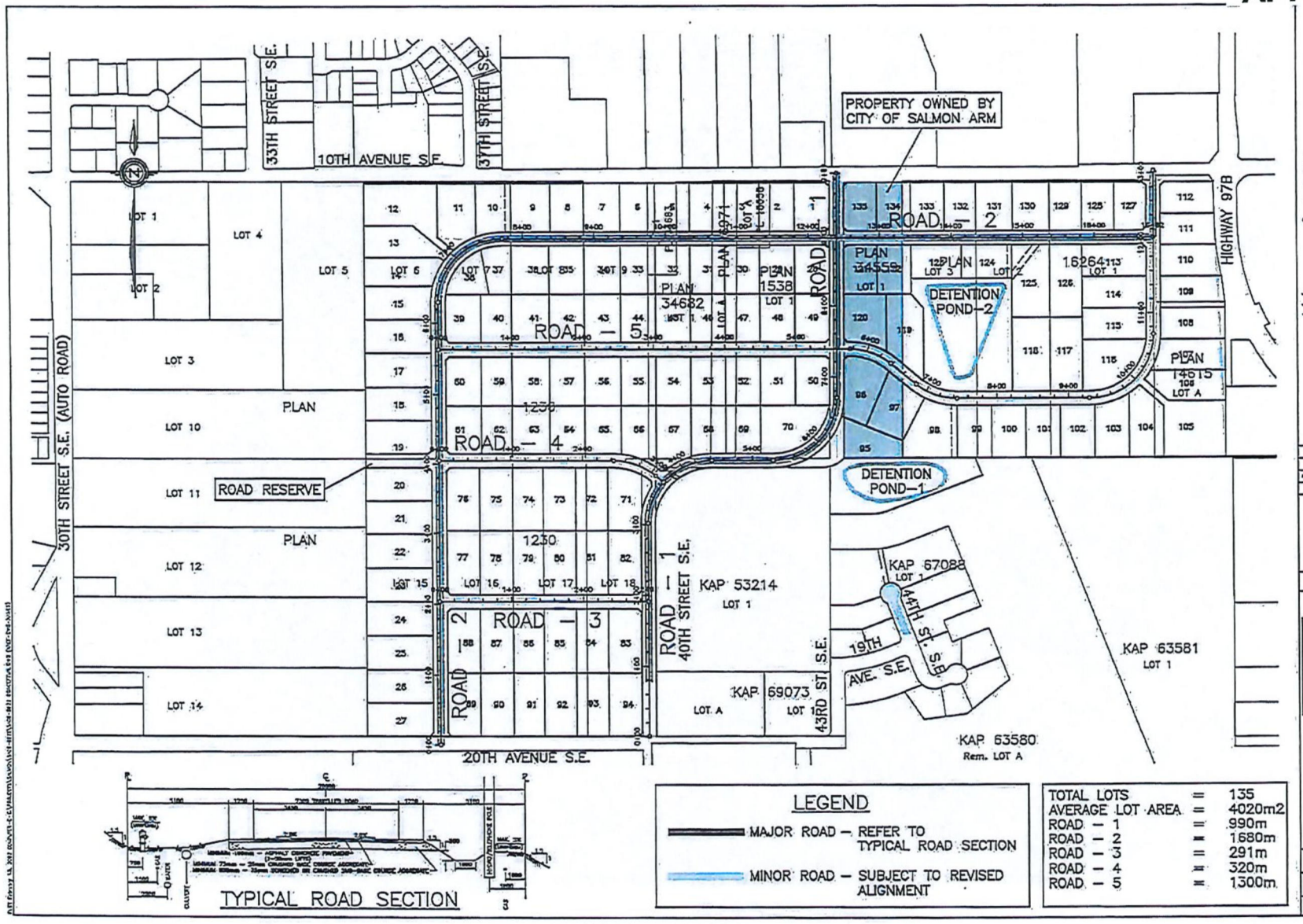
10.5.29 Design on-site lighting to minimize glare and overspill into adjacent residential properties, and into the sky. Submission of a detailed lighting plan may be required.

Exemptions

10.5.30 Development permits are not required in the Industrial Development Permit Areas for:

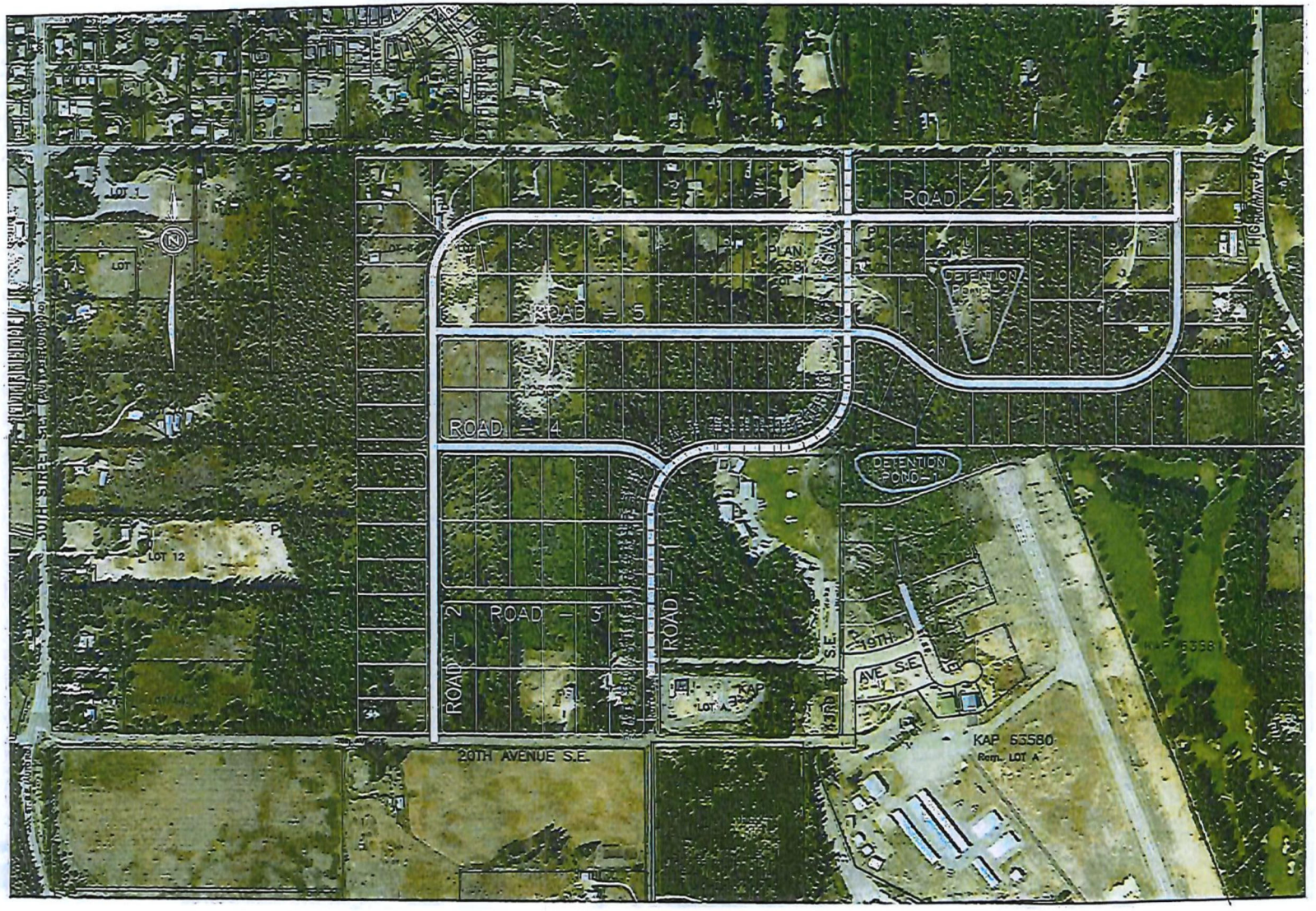
a. interior renovations;
b. an exterior renovation which does not require a building permit;
c. an exterior addition with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing buildings as determined by the Development Services Department;
d. an accessory building with less than 100 square metres of floor area, in which the design is consistent with the form and character of the existing principal buildings as determined by the Development Services Department; or
e. subdivision.

APPENDIX 7



Appendix 7: Area Concept Plan

APPENDIX 7



LEGEND

NOTES:

SCALE	JLA
DRAWN	JLA
DATE	2006-12-01
CHECKED	DWJ

GENTECH ENGINEERING INC.
CIVIL ENGINEERING

CITY OF SALMON ARM

INDUSTRIAL PARK CONCEPTUAL DESIGN SALMON ARM, B.C.

CONCEPTUAL LAYOUT & AERIAL PHOTO

PLAN VIEW

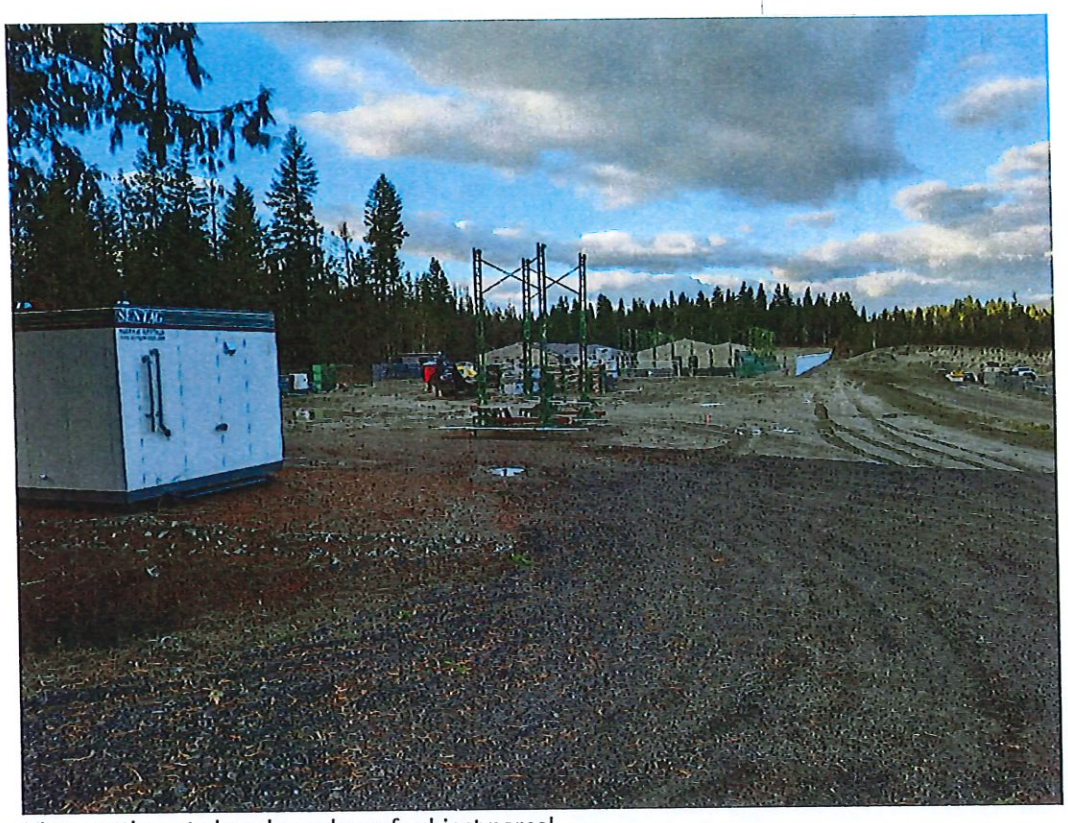
PROJECT No. SA06-0822

SHEET 7 OF 7

DWG. No. 1-7

REV. No. –

APPENDIX 8



View northwest along boundary of subject parcel

View northwest near southeast corner of subject parcel

APPENDIX 9

CITY OF SALMONARM

DESIGN REVIEW PANEL MINUTES

November 24, 2021, 3:05 to 3:20 pm - Online, City Hall

Present: Paul Burrows (Panel Member)
Trent Sismey (Panel Member)
Marc Lamerton (Panel Member)
Bill Laird (Panel Member - Chair)
Jade Nielsen (Applicant DP-436)
Chris Larson (Senior Planner)

Applications: Development Permit Application No. DP-436

Application No. DP-436 – 3601 Avenue SE – Aviator Business Park Inc.

The applicant provided an overview of their project including Phase 1 (under development) and now Phase 2 under the current application. Panel members discussed the proposal and the need for industrial commercial space. It was noted that no variances have been requested as a part of the current proposal, as well the contemporary building designs, colors and high quality material were noted. The DRP discussed how the proposal represents a step above the typical industrial metal box-style of building more prevalent in industrial areas, complimenting the "storefront" look of the building and the positive impact on the frontage and streetscape. The DRP is supportive of the proposal as presented.

Panel Recommendation

THAT the DRP supports application DP-436 as presented noting the high quality colors and materials.

Endorsed on behalf of Design Review Panel

CITY OF SALMON ARM

APPENDIX 10
Memorandum from the Engineering and Public Works Department

TO:	Kevin Pearson, Director of Development Services
DATE:	08 December, 2021
PREPARED BY:	Chris Moore, Engineering Assistant
APPLICANT:	**Aviator Business Park Inc.**
SUBJECT:	**DEVELOPMENT PERMIT APPLICATION NO. DP-436**
LEGAL:	LOT 15 SECTION 7 TOWNSHIP 20 RANGE 9 WGM KDYD PLAN 1230 EXCEPT PLAN KAP83094
CIVIC:	**3601 – 20 Avenue SE**

Further to your referral dated November 2, 2021, we provide the following servicing information.

General:

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

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

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

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

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

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

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

8. For the 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.

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

Roads / Access:

1. Frontage Improvements to 20 Avenue SE have been secured under Servicing Agreement Number BP16982/3 with phase 1 of this development. No further upgrades will be required.

2. Confirmation is required that Road reserve has been registered along future 37 Street SE, along the eastern boundary of the subject property, including 5m x 5m corner cut.

Water:

1. As "cash in lieu" payment has been received for the future upgrading of the watermain on 20 Avenue SE to 250mm diameter across the frontage of the property with phase 1 of this development. No further upgrades will be required.

2. Payment has been received for the installation of a 200mm water service for the proposed development, together with the installation of an additional Fire Hydrant on 20 Avenue SE. No further upgrades will be required.

3. A Commercial Remote Frequency Head Water Meter will be required for the proposed development. 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.

4. The subject property is in an area with insufficient fire flows and pressures for industrial zoning according to the 2011 Water Study (OD&K 2012). Planned upgrade to the Zone 5 booster station will bring flows and pressure to bylaw requirements; therefore, no upgrades are required at this time.

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

Sanitary:

1. The subject property does not front on a City of Salmon Arm sanitary sewer system. Subject to the required approvals from Interior Health Authority, private on-site disposal systems will be required where sanitary is installed.

APPENDIX 10

Drainage:

1. The subject property does not front on an enclosed storm sewer system. Site drainage will be by an Overland and / or Ground Discharge system.

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. This shall include an "Alternative Stormwater System" in accordance with Section 7.2.

Geotechnical:

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

Chris Moore
Engineering Assistant

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

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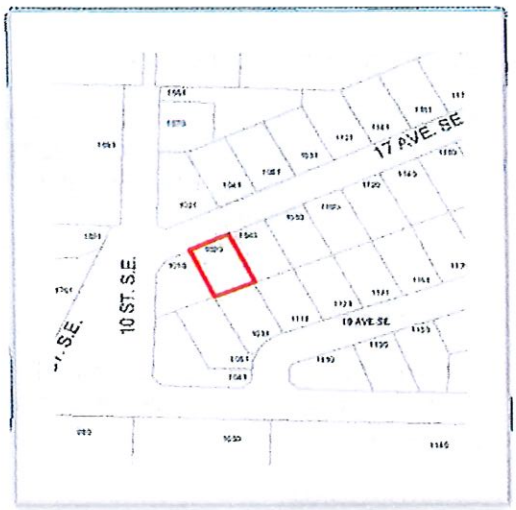
Item 23.1

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the **Council Chambers at City Hall,** 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, January 24, 2022 at 7:00 p.m.**

1) **Proposed Amendment to Zoning Bylaw No 2303:**

Proposed Rezoning of Lot 17, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).



Civic Address: 1020 17 Avenue SE

Location: East of 10 Street SE on the South side of 17 Avenue SE

Present Use: Bare Lot

Proposed Use: To permit the development of a Secondary suite within a single family dwelling

Owner / Agent: Hanson, G. & G.

Reference: ZON-1226/ Bylaw No. 4488

The staff report for the proposal is available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices from January 11, 2022 to January 24, 2022 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis and are subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan and in adherence with the Provincial Health Orders. If you wish to attend electronically email cityhall@salmonarm.ca.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

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: November 25, 2021

Subject: Zoning Bylaw Amendment Application No. 1226

Legal: Lot 17, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286
Civic Address: 1020 17 Avenue SE
Owner/Applicant: G. & G. Hanson

STAFF RECOMMENDATION

THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 17, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R1 (Single Family Residential) to R8 (Residential Suite Zone).**

PROPOSAL

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

BACKGROUND

The subject property is located in the Byersview Subdivision in the Hillcrest neighbourhood (Appendix 1 & 2). The parcel is designated Residential Low Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

Adjacent land uses include the following:

North:	Single Family Residence & Suite	Zoned R8
South:	Single Family Residence & Suite	Zoned R1 & R8
East:	Single Family Residence	Zoned R1
West:	Single Family Residence	Zoned R1

The subject property is approximately 761.6m² in area. A 204.9m² (2205ft²) single family dwelling is proposed. The proposed basement suite is approximately 46.5m² (501ft²). The entrance to the proposed suite is on the east side of the building. Drawings provided in support of the rezoning application are attached as Appendix 5. Parking is to be provided onsite in the proposed two car garage and driveway. The site plan shows a 3.0m wide easement along the west property line. The easement protects private sewer and storm connections for the upland property. The proposed development would not impact the easement area.

To date, there are approximately five (5) R-8 zoned properties in the subdivision and ten (10) R8-zoned properties within the greater general vicinity. Since the approval of the Byersview subdivision, staff have encouraged developers to rezone their subdivisions to permit secondary suites.

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

COMMENTS

Building Department

No concerns with rezoning however the plans show a kitchen on all three levels of the house.

Engineering Department

No concerns.

Fire Department

No concerns.

FortisBC

No concerns.

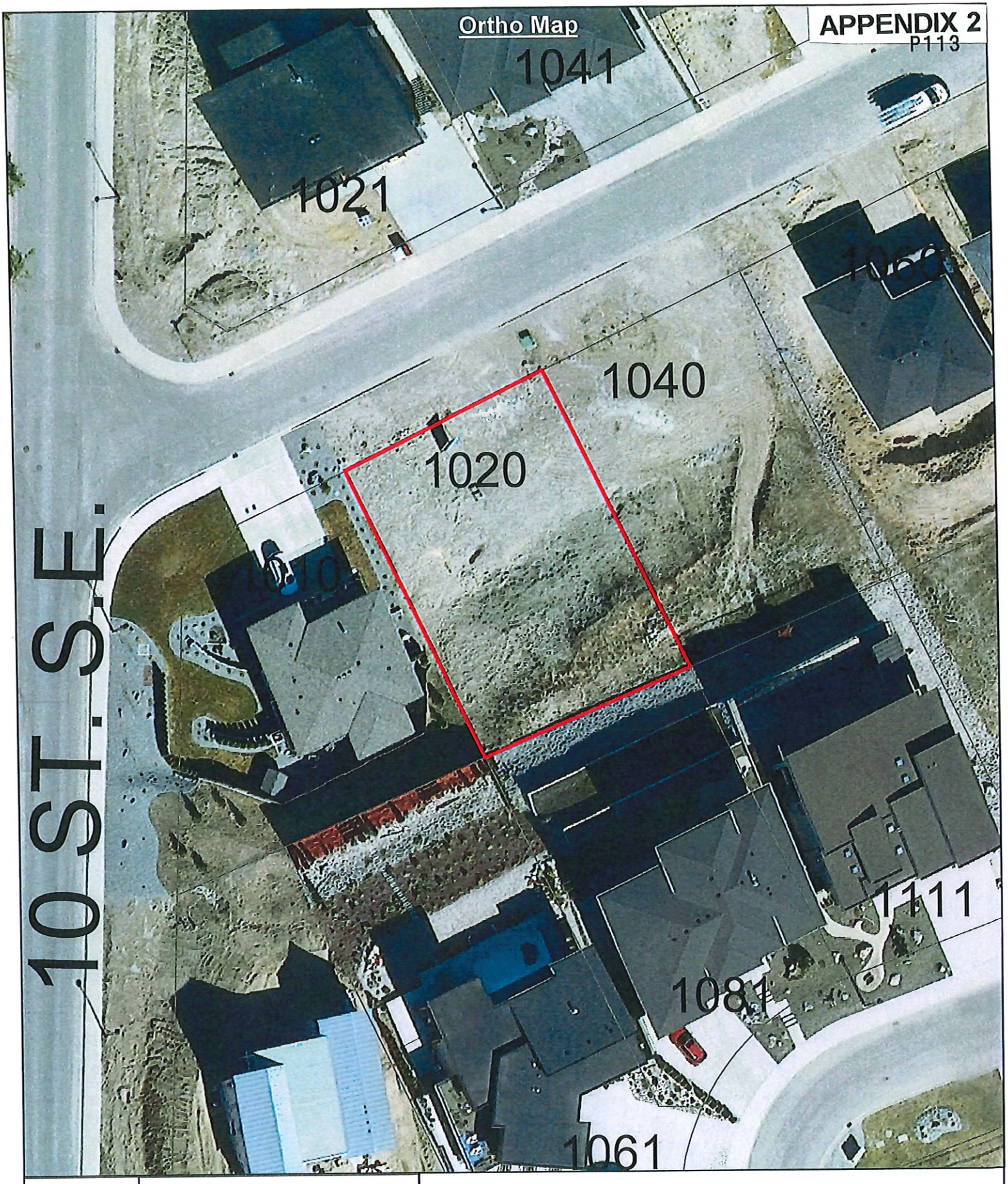
Planning Department

The conversion of a portion of the basement into a secondary suite is supported by the previously mentioned OCP policy and the proposed layout of the unit is compliant with zoning requirements, including an additional off-street parking space for the suite (on the proposed driveway). As per the above comments from the Building Department, staff reiterate that only one secondary suite is to be permitted. To address this, the applicant has submitted a letter of intent for the proposal (Appendix 6). Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

Prepared by: Evan Chorlton
Planner I

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

APPENDIX 1
Subject Property Map
P112
10 ST. SE
10 ST. S.E.
9 ST. S.E.
9 ST.
17 AVE. SE
19 AVE S.E.
12 ST. SE
CLOSED ROAD
VE. S.E.
1631
1640
1660
1664
1670
1681
1691
1701
1621
1651
1251
1321
1181
1171
1161
1141
1121
1081
1061
1041
1021
1300
1280
1250
1180
1160
1140
1120
1080
1060
1040
1020
1010
1241
1221
1240
1220
1170
1150
1130
1110
1111
1261
1281
980
1050
1140
2061
2141
2160
2181
N
0 10 20 40 60 80
Meters
Subject Property
Parcels



N

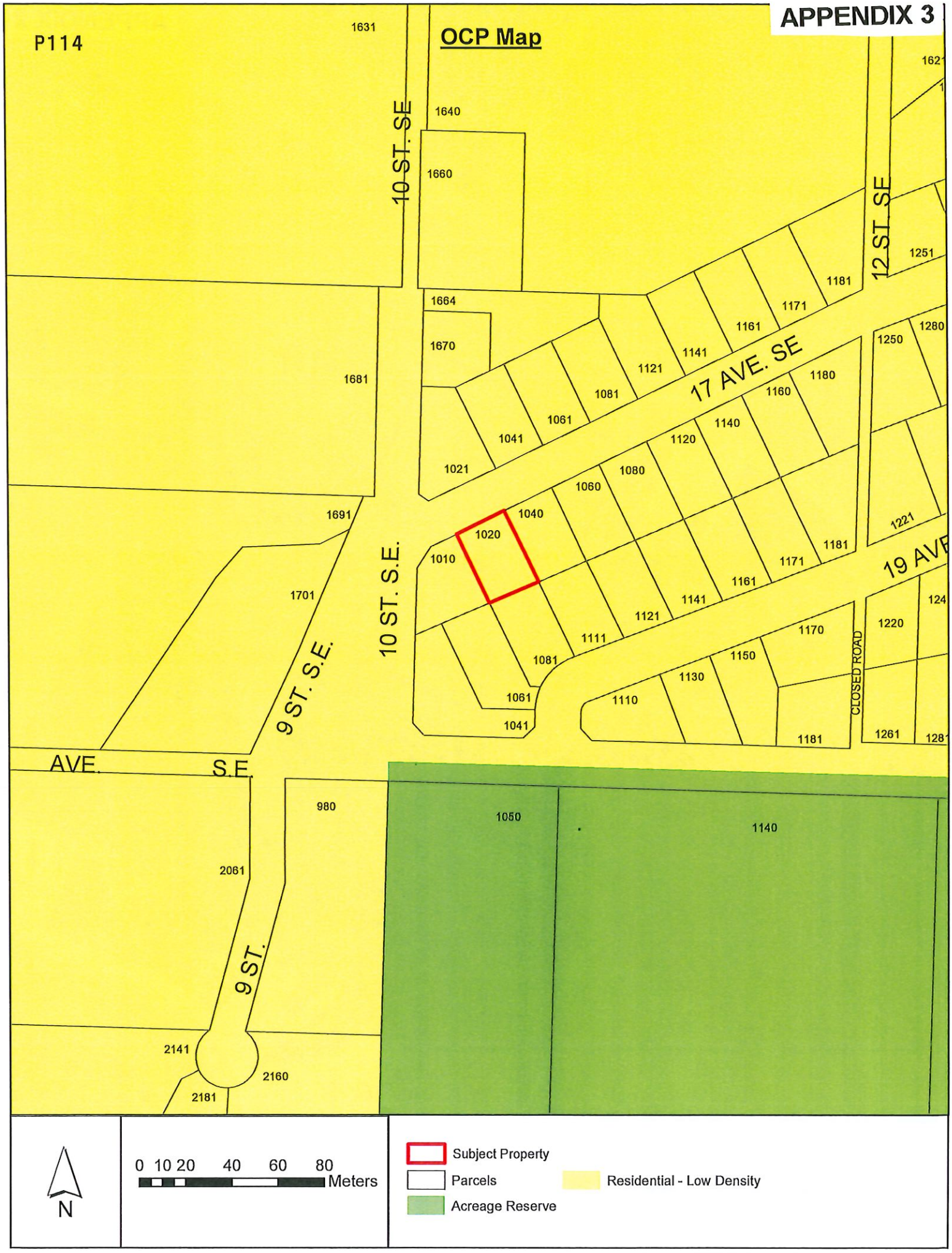
0 2.5 5 10 15 20 Meters

Subject Property

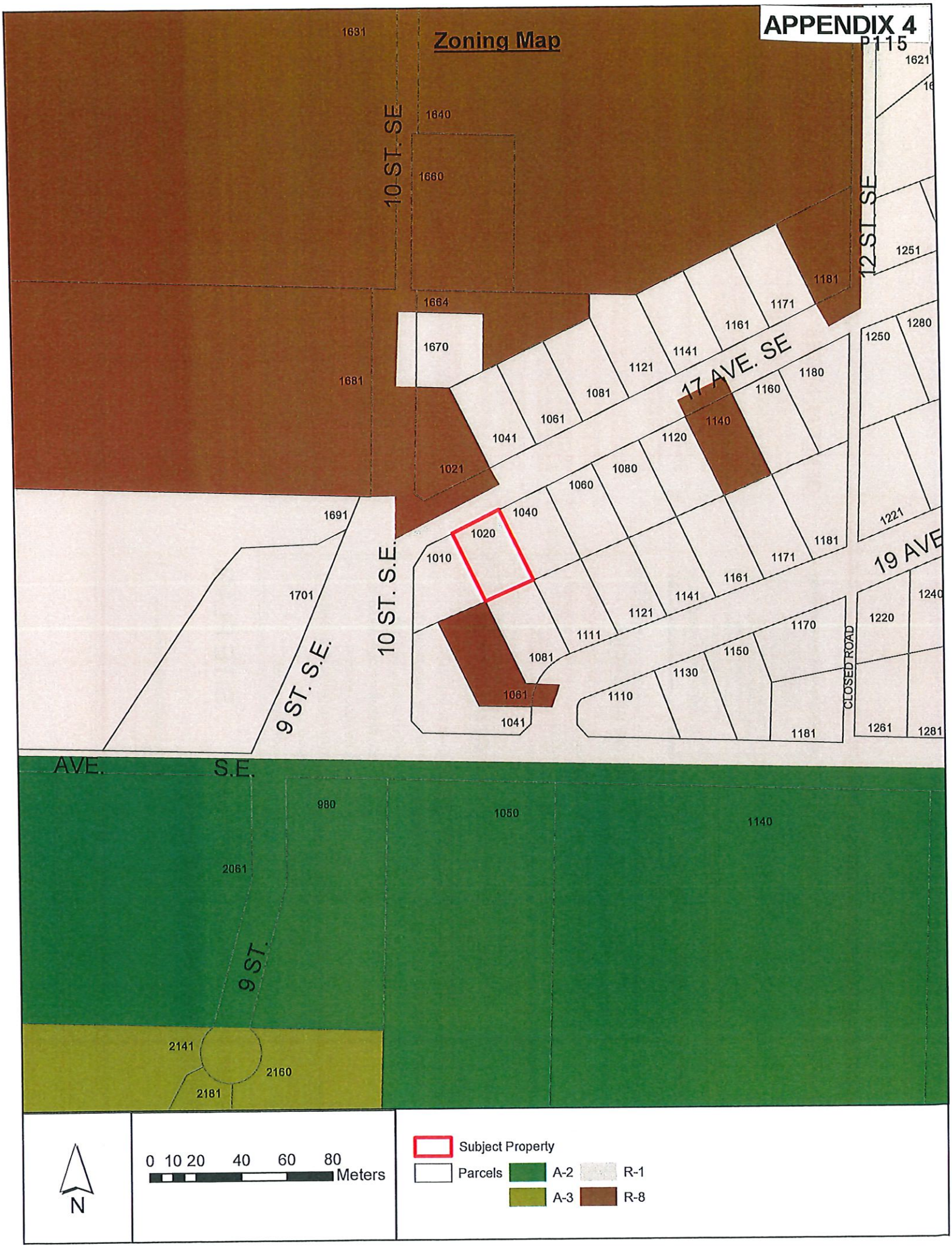
Parcels

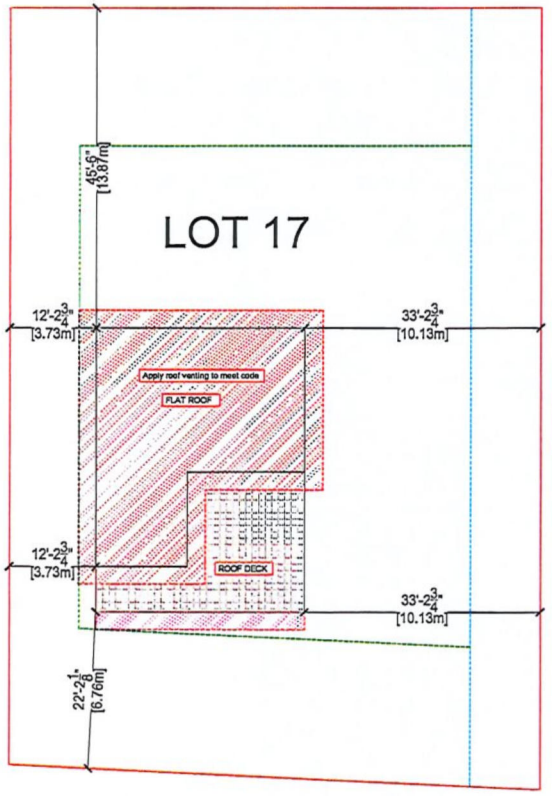
APPENDIX 3

OCP Map



Zoning Map


1631
1640
1660
10 ST. SE
1664
1670
1681
1621
12 ST. SE
1251
1181
1171
1161
1141
1121
1081
1061
1041
1021
17 AVE. SE
1250
1280
1180
1160
1140
1120
1080
1060
1040
1020
1010
1221
19 AVE
1691
1701
10 ST. S.E.
9 ST. S.E.
1181
1171
1161
1141
1121
1111
1081
1061
1041
1240
1220
1170
1150
1130
1110
CLOSED ROAD
1181
1261
1281
AVE.
S.E.
980
1050
1140
2061
9 ST.
2141
2160
2181
N
0 10 20 40 60 80
Meters
Subject Property
Parcels
A-2
R-1
A-3
R-8



17 Avenue SE

SHEET LEGEND
A1 - SITE PLAN & NOTES
A2 - ELEVATIONS
A3 - MAIN FLOOR PLAN
A4 - UPPER FLOOR PLAN
A5 - BASEMENT PLAN
A6 - FOUNDATION PLAN
A7 - ROOF & DETAILS
A8 - SECTIONS
A9 - WINDOW/DOOR SCHEDULE

LOT SETBACKS

FRONT - 6M
16M LIMIT DIST. TO CENTER OF ROAD
Back - 6M
13.87 LIMITING DISTANCE TO REAR P.L.
SIDE 3M
3.73M LIMIT. DIST. ON LEFT,
10.13 LIMIT. DIST. ON RIGHT

LOT COVERAGE:

LOT AREA: 8193 SQ FT.

MAIN FLOOR AREA: 933 SQ FT.

2ND FLOOR AREA: 658 SQ FT.

DEV. BASEMENT FLOOR: 614 SQ FT.

SUITE AREA - 501 SQ FT.

TOTAL FOOTPRINT AREA: 1193 SQ FT.

RATIO: 14.7%

ALLOWABLE: 45.0%

SITE PLAN

NOTE: GEOMATIC/SURVEY/GRADES REQ'D

GENERAL NOTES

1. ALL CONSTRUCTION MATERIALS & WORKMANSHIP TO BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE B.C. BUILDING CODE PLUMBING CODE, ELECTRICAL CODE, AND ALL OTHER CODES, ZONING, AND BYLAWS THAT MAY APPLY.
2. THE CONTRACTOR AND ALL SUB-TRADES ARE RESPONSIBLE FOR THE REVIEW OF ALL DRAWINGS AND SITE CONDITIONS PRIOR TO COMMENCING WORK OR ORDERING ANY MATERIAL, AND SHALL REPORT AND DISCREPANCIES THAT AFFECT DESIGN TO WOOD CREEK IMMEDIATELY
3. ALL FRAMING MATERIAL TO BE S.P.F. #2 OR BETTER WITH THE EXCEPTION OF WALL STUDS
4. CONCRETE FOOTINGS AND WALLS TO BE A MINIMUM 28MPA @28 DAYS. FLOOR SLABS AND SIDEWALKS TO BE MINIMUM 32MPA @ 28 DAYS.
5. ALL CONCRETE FOOTINGS TO BE PLACED ON ORIGINAL UNDISTURBED GROUND, FREE OF ALL ORGANIC, FROZEN OR FROSTY MATERIAL.
6. DAMP PROOF FOUNDATION WALLS BELOW GRADE WITH 2 COATS OF BITUMINOUS MATERIAL.
7. 6 MIL. ULTRAVIOLET RESISTANT POLY VAPOUR BARRIER ON A.) 4" OF GRANULAR COMPACTABLE FILL UNDER EXTERIOR OR GARAGE SLABS. OR B.) 4" OF 3/4" DRAIN ROCK OR OTHER MATERIAL SUITABLE FOR MOVEMENT OF RADON GAS UNDER INTERIOR SLABS.
8. ALL FOUNDATION DRAINS TO BE 4" PERFORATED P.V.C. WITH FILTER CLOTH AND MINIMUM 6" DRAIN ROCK, DRAINED TO MUNICPAL SERVICES ACCORDING TO LOCAL STANDARDS.
9. GRADE TO BE SLOPED AWAY FROM BUILDING AT ALL LOCATIONS ADJACENT TO BUILDING.
10. ALL TRUSSES I-JOISTS, BEAMS OR OTHER STRUCTURAL MEMBERS NOT COVERED IN B.C. BUILDING CODE TO BE DESIGNED AND ENGINEERED BY TRUSS MANUFACTURER OR STRUCTURAL ENGINEER PRIOR TO ANY FABRICATION.
11. CONTRACTOR TO VERIFY ALL PROPERTY AND FOUNDATION LINES WITH A LEGAL LAND SURVEYOR PRIOR TO PLACING FOOTINGS OR RUNNING SERVICES WITHIN BUILDING ENVELOPE.
12. ALL ROOF SPACES TO BE VENTILATED WITH SOFFIT AND ROOF VENTS WITH A MINIMUM DISTRIBUTION AREA OF 1/300. A MINIMUM OF 25% OF VENTS TO BE LOCATED AT ROOF. MINIMUM 25% TO BE LOCATED AT SOFFIT.
13. DOOR FRAMES AT ENTRANCES AND EXTERIOR SPACES TO DWELLING UNITS SHALL BE SOLIDLY BLOCKED BETWEEN DOOR FRAME AND STUDS AT THE HEIGHT OF THE DEADBOLT TO RESIST SPREADING.
14. ALL GLASS IN DOORS, SIDELITES OR WINDOWS WITHIN 12" OF FINISHED FLOOR TO BE CONSTRUCTED OF SAFETY GLASS.
15. RAIN WATER LEADERS NOT SHOWN ON PLAN . CONTRACTOR TO DETERMINE EXACT LOCATION SUITABLE TO SITE AND MUNICIPAL DRAINAGE.
16. ELECTRICAL LOCATIONS TO BE DETERMINED BY ELECTRICAL CONTRACTOR WITH THE APPROVAL OF THE HOME OWNER OR GENERAL CONTRACTOR AND IN ACCORDANCE WITH CURRENT ELECTRICAL CODE.
17. APPROVED SMOKE ALARMS TO BE INSTALLED WITH LOCATION APPROVED BY APPROPRIATE LOCAL MUNICIPALITY.
18. REFER TO LAOUTS AND SPECIFICATIONS FROM STRUCTURAL ENGINEER, FLOOR JOIST SUPPLIER, AND ROOF TRUSS MANUFACTURER FOR BEAM, POST, FOOTING LOCATIONS AND SIZES. ENSURE PROPER BEARING IS PROVIDED FOR ALL POINT LOADS. ANY STRUCTURAL SPECIFICATIONS SHOWN ON WOOD CREEK PLANS ARE ESTIMATES ONLY AND MAY NOT ACCURATELY REPRESENT LOADING AND SIZING, OR MAY NOT INCLUDE POINT LOADS OR STRUCTURAL MEMBERS DESIGNED BY OTHERS.

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED
DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE.
THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY

NO	DATE	DESCRIPTION
1	NOV 13/09	2 WINDOW WINDOWS ADDED TO BEDROOM 3 & MASTER BEDROOM
2	NOV 26/09	EXT. DOWS. PAGE REVISED
3	JAN 14'21	CLIENT CHANGES
4	JAN 21'21	GARAGE PADPOSTREAM REVISED
5	JAN 26'21	WINDOW CHANGES
6	AUG 3'21	RE-DESIGN
7	SEPT 13'21	FOYER EXPANDED/STAIR SECTION
8	NOV 1'21	PLAN CHECK REVISIONS

REVISIONS

Wood Creek Construction Ltd.
-Building with Confidence-

CIVIC ADDRESS
1020 - 17 AVE SE

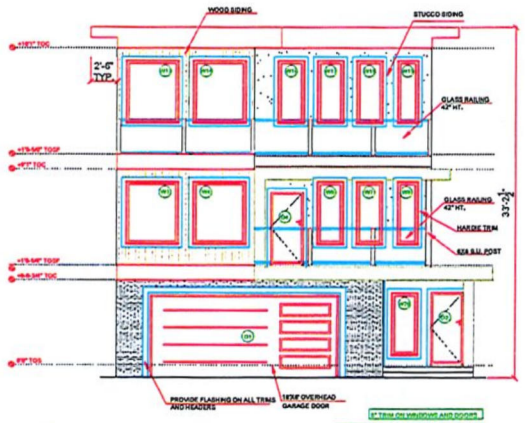
PROJECT NO

CUSTOMER
HANSON

SHEET TITLE
SITE PLAN & GENERAL NOTES

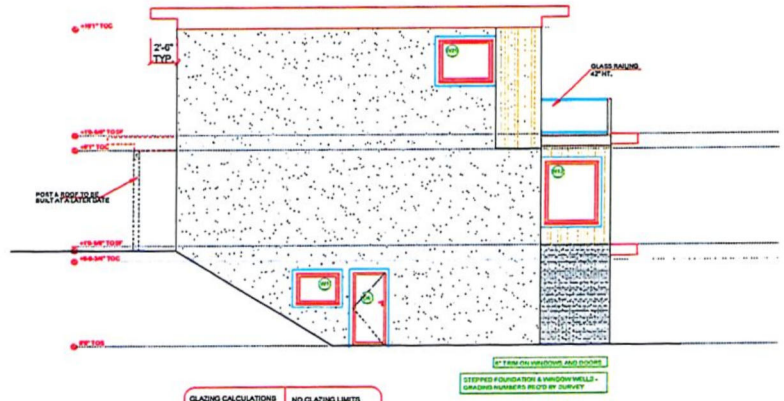
DATE NOV. 1/21
SCALE 3/32"=1'
DRAWN PC
CHECKED JG
SHEET NUMBER A-1

APPENDIX 5



GLAZING CALCULATIONS	NO GLAZING LIMITS
WALL AREA (E.&.F.)	
WINDOW AREA	
RATIO	
ALLOWABLE	100%
LIMITING DISTANCE	15m [to center of road]

FRONT ELEVATION



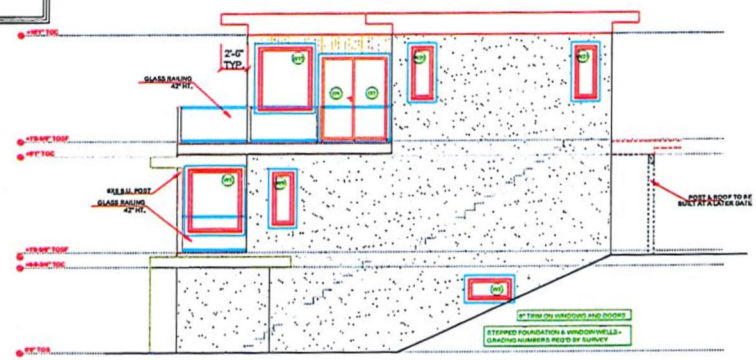
GLAZING CALCULATIONS	NO GLAZING LIMITS
WALL AREA (E.&.F.)	1065 Sq ft. [100.61 Sq M]
WINDOW AREA	82.75 Sq ft. [7.69 Sq M.]
RATIO	7.8%
ALLOWABLE	16.78%
LIMITING DISTANCE	3.73m [to prop line]

LEFT ELEVATION

CONSTRUCTION OPTIONS
NO H.R.V. INSTALLED
NO SPRINKLER SYSTEM
CONC. FOUNDATION &
FRAMED WALLS

GLAZING CALCULATIONS	NO GLAZING LIMITS
WALL AREA (E.&.F.)	
WINDOW AREA	
RATIO	
ALLOWABLE	100%
LIMITING DISTANCE	13.87m [to center of road]

REAR ELEVATION



GLAZING CALCULATIONS	NO GLAZING LIMITS
WALL AREA (E.&.F.)	
WINDOW AREA	
RATIO	
ALLOWABLE	100%
LIMITING DISTANCE	16.13m [to center of road]

RIGHT ELEVATION

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED
DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE.
THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY

NO	DATE	DESCRIPTION
6	AUG 3/21	REDESIGN
7	SEPT 13/21	FOWER EXPANDED STAIR SECTION
8	NOV 1/21	PLAN CHECK REVISIONS

REVISIONS

Wood Creek Construction Ltd.
-Building with Confidence-

CIVIC ADDRESS
1020 - 17 AVE SE

PROJECT NO

CUSTOMER
HANSON

SHEET TITLE
ELEVATIONS

DATE NOV. 1/21
SCALE 1/4"=1'
DRAWN PC
CHECKED XX
SHEET NUMBER A-2

WALL TYPES

BASEMENT WALL (TYP.)

8" OR 10" CONC WALL
½" AIR SPACE
2X6 FRAMED WALL
R20 INSULATION
6 MIL POLY
½" TYPE X DRYWALL

FIRE SEPARATION WALL(SUITE) [W3c]

½" DRYWALL
2x6 FRAME WALL
SAFE AND SOUND INSULATION
½" RESILIANT METAL CHANNEL (SOUND BAR) @16" O.C.
½" TYPE X DRYWALL
(45 MINUTE FIRE RATING)
SUITE SIDE

INTERIOR WALL (SOUND) [W3c]

½" DRYWALL
2x4 FRAME WALL
SAFE AND SOUND INSULATION
½" RESILIANT METAL CHANNEL (SOUND BAR) @16"O.C.
½" TYPE X DRYWALL
(45 MINUTE FIRE RATING)
BEDROOM SIDE

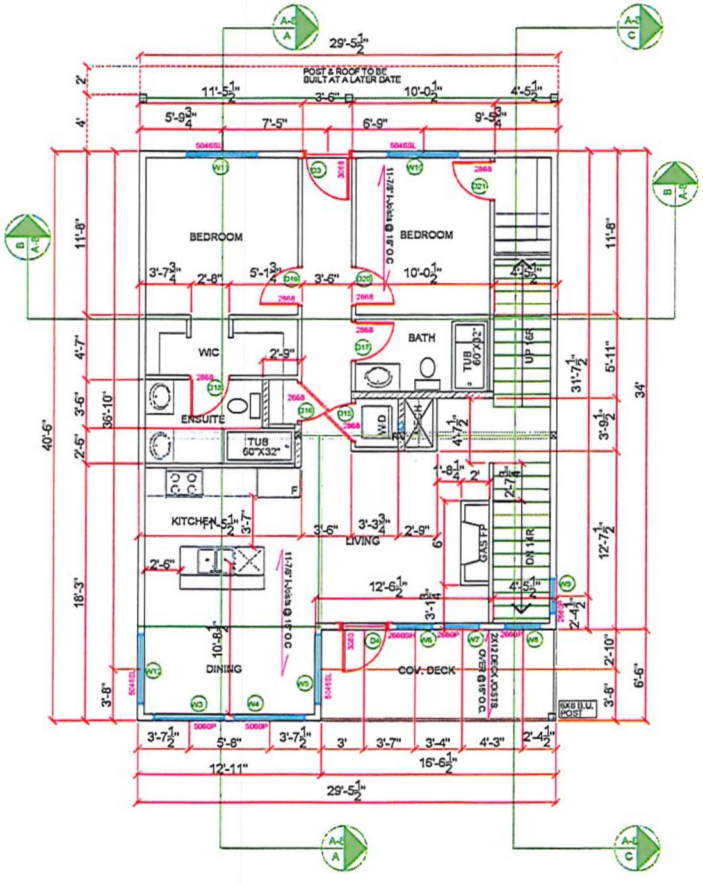
INTERIOR WALL (TYP) [W1e]

½" DRYWALL
2x4 FRAME WALL
(2x6 FRAME WALL FOR PLUMB OR LOAD BEARING)
½" TYPE X DRYWALL
(30 MINUTE FIRE RATING)

EXTERIOR WALL (TYP.) [EW1b]

SIDING
½" OSB
BUILDING PAPER
2x6 FRAME WALL
R22 BATT INS.
6 MIL POLY
½" TYPE X DRYWALL
(45 MINUTE FIRE RATING)

ALL WALLS FRAMED AT 16" O.C. UNLESS OTHERWISE NOTED



MID-LEVEL FLOOR PLAN

933 SQ. FT.
9' Ceilings

WINDOW/DOOR LEGEND

PICTURE - P
AWNING - A
HORIZONTAL SLIDER - SL
SINGLE HUNG - SH

SAFE & SOUND INSULATION
PLUMB WALL
L.B. WALL

FLOOR NOTES

1. FRAMED EXTERIOR WALLS DO NOT INCLUDE EXTERIOR SHEATHING.
2. ALL DIMENSIONS SHOWN ARE TO FRAMING AND DO NOT INCLUDE DRYWALL OR OTHER FINISHES
3. 3.ALL HEADERS TO BE 3-2X10 IN 2X6 WALLS AND 2-2X10 IN 2X4 WALLS UNLESS NOTED OTHERWISE
4. ALL DOORS AND WINDOWS FRAMED 4-1/2" FROM ADJACENT WALLS UNLESS NOTED OTHERWISE
5. ALL DOOR SLABS TRO MEASURE 80" IN HEIGHT UNLESS OTHERWISE NOTED
6. INDIVIDUAL ROOM AREAS ARE CALCULATED FROM INSIDE OF FRAMING WHEREAS THE OVERALL FLOOR AREA IS CALCULATED TO OUTSIDE EXTERIOR WALLS

CEILING TYPES

SUITE CEILING [F8c]

½" PLYWOOD SUBFLOOR
ENG JOISTS
½" RESILIANT METAL CHANNEL (SOUND BAR) @16" O.C.
3.5" MIN. ABSORBATIVE MATERIAL (ROXUL)
½" TYPE X DRYWALL
(45 MINUTE FIRE RATING)
STC 48

STANDARD CEILING [F3a]

½" PLYWOOD SUBFLOOR
ENG JOISTS
½" DRYWALL
(30 MINUTE FIRE RATING)

ROOM ABOVE GARAGE CEILING [F3b]

½" PLYWOOD SUBFLOOR
ENG JOISTS
2" SPRAY FOAM
R28 BATT
½" DRYWALL
(30 MINUTE FIRE RATING)
STC 31

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED
DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE.

THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY

NO	DATE	DESCRIPTION
1	26/03/20	1 BEDROOM WINDOWS NEED TO BE BIGGER + 2 & MASTER BEDROOM
2	NOV 24/20	END ZONE PADS REVISED
3	JAN 4/21	CLIENT CHANGES
4	JAN 21/21	GARAGE PADS REVISED
5	JAN 26/21	WINDOW CHANGES
6	AUG 3/21	RE-DESIGN
7	SEPT 13/21	FOYER EXPANDED/STAIR SECTION
8	NOV 1/21	PLAN CHECK REVISIONS

REVISIONS

Wood Creek Construction Ltd.
-Building with Confidence-

CIVIC ADDRESS
1020 - 17 AVE SE

PROJECT NO

CUSTOMER
HANSON

SHEET TITLE
MAIN FLOOR PLAN

DATE NOV. 1/21
SCALE 1/4"=1'-0"
DRAWN PC
CHECKED JK

SHEET NUMBER
A-3

APPENDIX 5

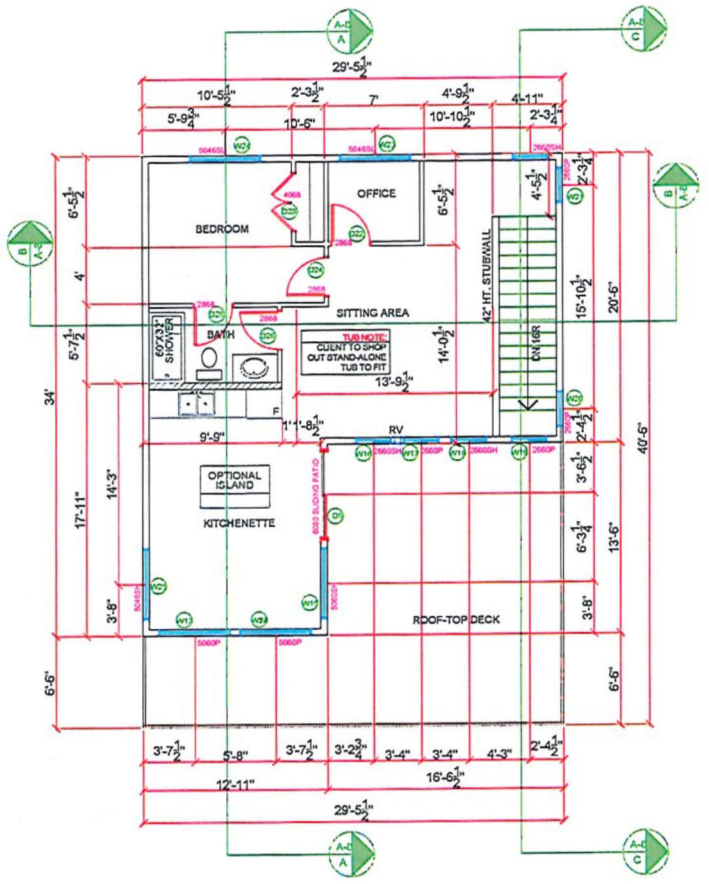
WINDOW/DOOR LEGEND
PICTURE - P
AWNING - A
HORIZONTAL SLIDER - SL
SINGLE HUNG - SH

SAFE & SOUND INSULATION

PLUMB WALL

FLOOR NOTES

1. FRAMED EXTERIOR WALLS INCLUDE EXTERIOR SHEATHING.
2. ALL DIMENSIONS SHOWN ARE TO FRAMING AND DO NOT INCLUDE DRYWALL OR OTHER FINISHES
3. 3.ALL HEADERS TO BE 3-2X10 IN 2X6 WALLS AND 2-2X10 IN 2X4 WALLS UNLESS NOTED OTHERWISE
4. ALL DOORS AND WINDOWS FRAMED 4-1/2" FROM ADJACENT WALLS UNLESS NOTED OTHERWISE
5. ALL DOOR SLABS TRO MEASURE 80" IN HEIGHT UNLESS OTHERWISE NOTED
6. INDIVIDUAL ROOM AREAS ARE CALCULATED FROM INSIDE OF FRAMING WHEREAS THE OVERALL FLOOR AREA IS CALCULATED TO OUTSIDE EXTERIOR WALLS



UPPER-LEVEL FLOOR PLAN

658 SQ. FT.
9' Ceilings

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED

DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE.

THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY

#	DATE	REVISION
6	AUG 2/21	RE-DEMISH
7	SEPT 16/21	FOYER EXPANDED/STAIR SECTION
8	NOV 1/21	PLAN CHECK REVISIONS

NO	DATE	DESCRIPTION

REVISIONS

Wood Creek Construction Ltd.
-Building with Confidence-

CIVIC ADDRESS
1020 - 17 AVE SE

PROJECT NO

CUSTOMER
HANSON

SHEET TITLE
UPPER FLOOR PLAN

DATE NOV. 1/21
SCALE 1/4"=1'-0"
DRAWN PC
CHECKED XX
SHEET NUMBER A-4

WINDOW/DOOR LEGEND
PICTURE - P
AWNING - A
HORIZONTAL SLIDER - SL
SINGLE HUNG - SH

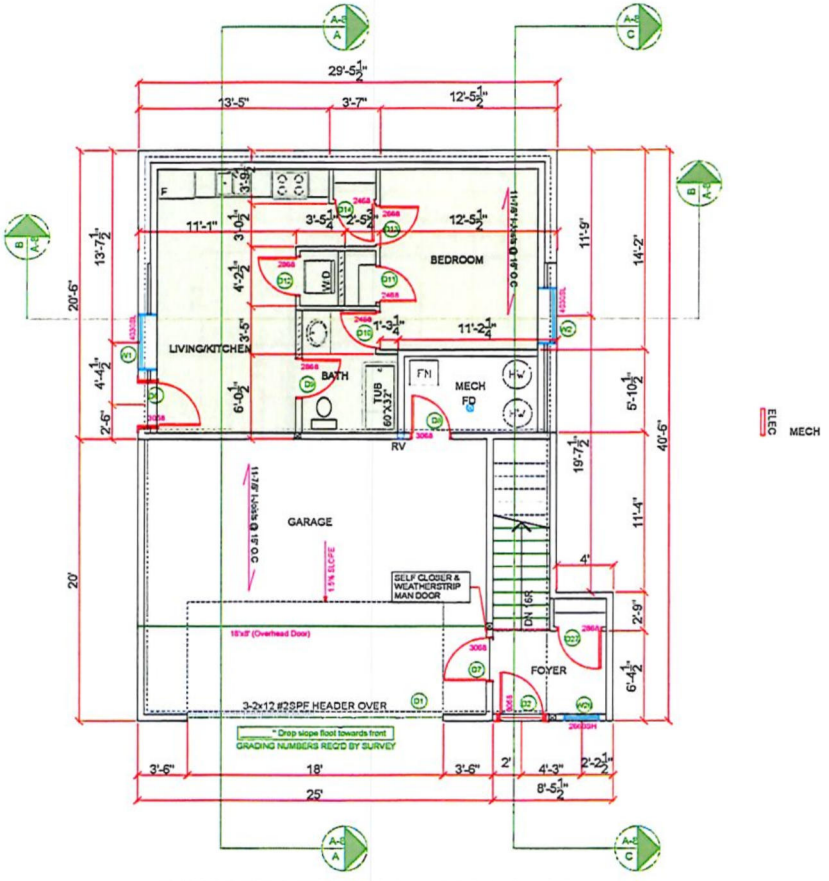
SAFE & SOUND INSULATION

PLUMB WALL

L.B. WALL

FLOOR NOTES

1. FRAMED EXTERIOR WALLS INCLUDEs EXTERIOR SHEATHING.
2. ALL DIMENSIONS SHOWN ARE TO FRAMING AND DO NOT INCLUDE DRYWALL OR OTHER FINISHES
3. 3.ALL HEADERS TO BE 3-2X10 IN 2X6 WALLS AND 2-2X10 IN 2X4 WALLS UNLESS NOTED OTHERWISE
4. ALL DOORS AND WINDOWS FRAMED 4-1/2" FROM ADJACENT WALLS UNLESS NOTED OTHERWISE
5. ALL DOOR SLABS TRO MEASURE 80" IN HEIGHT UNLESS OTHERWISE NOTED
6. INDIVIDUAL ROOM AREAS ARE CALCULATED FROM INSIDE OF FRAMING WHEREAS THE OVERALL FLOOR AREA IS CALCULATED TO OUTSIDE EXTERIOR WALLS



LOWER-LEVEL FLOOR PLAN

614 SQ. FT.
SUITE AREA - 501 SQ FT.
8' Ceilings

SAFE AND SOUND NOTE

SOUND BAR REQ'D ON SUITE SIDE FIREWALL AS WELL AS FUTURE SUITE CEILING

FIRE SEPARTION NOTE

45 MINUTE FIRE SEPARATION MINIMUM BETWEEN SUITE AND FINSIHED BASEMENT

VENTILATION NOTE

PROVIDE EXHAUST FAN AND FURNACE FAN TO PROVIDE CONTINUOUS VENTILATION

NOTE: ALL CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE LOCAL CODES AND BYLAWS. DESIGN OF FOUNDATION AND FOOTINGS TO BE MODIFIED TO SUIT LOCAL SOIL CONDITIONS AS REQUIRED.
DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE.

THIS DRAWING IS THE PROPERTY OF WOOD CREEK CONSTRUCTION AND MAY BE USED ONLY FOR THE PURPOSE FOR WHICH IT IS LOANED BY THE COMPANY

#	DATE	REVISION
6	AUG 3/21	RE-DESIGN
7	SEPT 13/21	FOYER EXPANDED/STAIR SECTION
8	NOV 1/21	PLAN CHECK REVISIONS

NO	DATE	DESCRIPTION

REVISIONS

Wood Creek Construction Ltd.
-Building with Confidence-

CIVIC ADDRESS
1020 - 17 AVE SE

PROJECT NO

CUSTOMER
HANSON

SHEET TITLE
BASEMENT PLAN

DATE NOV. 1/21
SCALE 1/4"=1'
DRAWN PC
CHECKED JK
SHEET NUMBER A-5

November 24, 2021

Hello Evan.

I would like to respond to your inquiry about a single family dwelling at 1020-17th Ave., SE in Salmon Arm BC.
Our intent is to have a single-family dwelling on the main and third floor.
When I lived in Salmon Arm during the early 1980s I used to drive to the top 10th st. and soak in the beautiful view at the very top of the hill.
Even after I was married I used to take my family and show my wife and kids the beautiful view from up there. When the properties became available I was able to get the last lot that was for sale! It ended up being a very beautiful view of the lake ONLY if there was a third story. Therefore, we incorporated the third floor for my wife and I to enjoy the view and have morning Coffee. There will be no stove at all on the third-floor, only a sitting area.
We will live on the main floor of course, but similar to our home in Langley, we would go upstairs to our master bedroom.
In other words our intent is to have a single family dwelling with a rental suite on on the basement floor.

Hopefully this explains everything.

Sincerely,
Graham & Gertrude Hanson

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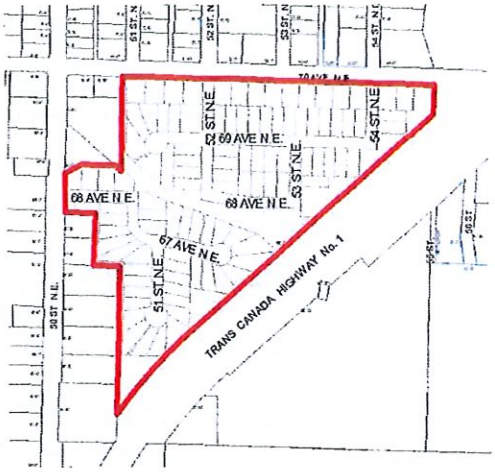
Item 23.2

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, January 24, 2022 at 7:00 p.m.**

1) (a) Proposed termination of Land Use Contract LUC P1971



LUC P1971 between the City and Inter-X Enterprises Ltd. Permitted the development of the 102 lot mobile home park strata know as Canoe Creek Estates. The final phase of the development was completed in 1992.
Civic Addresses: 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220, 5180, 5160, 5140, 5120, 70 Avenue NE, 5391, 5381, 5371, 5351, 5331, 5311, 5299, 5380, 5370, 5350, 5340, 5320, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5250, 5231, 5221, 5150, 5140, 5120, 5131, 5141, 5151, 5161, 5191 69 Avenue NE, 6950, 6920 54 Street NE, 6850, 6820 53 Street NE, 5021, 5291, 5281, 5261, 5251, 5061, 5081, 5091 68 Avenue NE, 5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE, 6820, 6840, 6860, 6880, 6881, 6861, 6841, 6821 52 Street NE, 6790, 6770, 6750, 6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6661, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE

Location: Canoe Creek Estates
Reference: LUC P1971/Bylaw 4485

The staff report for the proposal is available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices from January 11 - 24, 2022 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis and are subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan and in adherence with the Provincial Health Orders. If you wish to attend electronically email cityhall@salmonarm.ca.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Vote Record
- ❑ Carried Unanimously
- ❑ Carried
- ❑ Defeated
- ❑ Defeated Unanimously

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: November 22, 2021

Subject: Land Use Contract Termination – Canoe Creek Estates

MOTION FOR CONSIDERATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would terminate the following Land Use Contract P1971 for the parcels legally described as:

PID	Legal Description	Civic Address
002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE
002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE
002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE
002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE

002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
002-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE
002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE
002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE
002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE

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002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5130 69 Avenue NE
002-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE
002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE
002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE
017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE

017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE
017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE
017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

AND THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 rezoning Lots 1 to 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299 from R1 – Single Family Residential to R6 – Mobile Home Park Residential, as shown on 'Schedule A';**

AND THAT: **a bylaw be prepared for Council's consideration, adoption of which would amend the Mobile Home Park Bylaw No. 1435;**

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

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PURPOSE

To review the Early Termination of Land Use Contract (LUC) P1971 (Canoe Creek Estates) and rezoning the subject property from R1 (Single Family Residential) to R6 (Mobile Home Park Residential) with amendments to the Mobile Home Park Bylaw No. 1435 to accommodate existing development on the subject property.

BACKGROUND

The subject property located in the Canoe Area adjacent to 70 Avenue NE and also accessed via 50 St NE. the subject property is designated in the Official Community Plan (OCP) as Residential Low Density and zoned R1(Single Family Residential) in Zoning Bylaw 2303. The subject property is approximately 6.8ha in area and is comprised of 101 bareland strata lots. A map of the subject property, OCP, zoning and ortho are attached as Appendix 1, 2 3, and 4. The proposed zoning is shown in Appendix 5. The survey plan of the development is faded and a higher quality plan is unavailable; however, the subject property map shows the strata lot boundaries as shown in the original plan.

Developed in the late 1970's and early 1980's the developer approached the City to develop the mobile home park. However, the development would have required several variances to the governing Mobile Home Park Bylaw and Zoning Bylaw No. 1180 at the time. In order to simplify the development process the LUC was adopted and included requisites such as the number of lots, buffers and park areas, building setbacks, permitted uses (mobile homes and a single family dwelling for a caretaker) and off-site engineering costs. The mobile home park eventually developed over 3 phases with the section between the creek and 70 Ave NE developed in two phases and the remainder of the property, south of the creek, as developed as the last phase. The LUC is enclosed as Appendix 6.

The surrounding uses are as follows:

North: Single Family Dwellings
East: Trans Canada Highway/Mobile Home Park
West: Single Family Dwellings, Duplex and Historic Church
South: Canoe Fire Hall

Density

The subject property is approximately 6.8ha in area. Residential Low Density in the OCP allows for 22 units per hectare, given the lot area, the site could develop a maximum of 149 lots. The R6 zone allows for 17 units per ha. The Mobile Home Park Bylaw No.1435 restricts density to 10.5 per hectare, which would permit 71 lots. With 101 lots, the subject property would be conforming with permitted density under the OCP but not the R6 zone. There is no further development or subdivision expected; however, including the density of existing development in the proposed amendments ensures consistency into the future.

Setbacks

In the interest of ensuring that the development remains conforming to bylaws, staff are proposing changes to the Mobile Home Park Bylaw No. 1435 to incorporate the existing development that was approved with the LUC.

Table 1. Canoe Creek Estates Development Information & Bylaws is a summary of the different governing bylaws and compares the LUC with the Mobile Home Park Bylaw at the time the LUC was adopted, the current R6 zone and the current Mobile Home Park Bylaw No. 1435. The R6 zone includes some provisions regarding parcel area and maximum density, Mobile Home Park Bylaw No. 1435 provides more details regarding setbacks, buffering, height restrictions and site coverage. The proposed amendments to the Mobile Home Park Bylaw are highlighted in red in Table 1. The proposed amendments have involved researching all property files within the strata and noting development approvals for buildings and variances as well as analyzing any future development potential. The proposed bylaw amendments would permit additions to the existing buildings and placement of new structures in accordance with the setbacks governed under the LUC.

There have been two site specific variances granted for development within the strata. A Development Variance Permit was issued for Lots 63, 66, 87, 88 and 92 to reduce the rear yard setback from 1.5m to 1.0m. Another Development Variance Permit was issued for Lot 101, reducing the setback from an internal roadway from 3.0m to 2.3m. The Development Variance Permits are registered on the titles for those properties and would be unaffected by these proposed changes.

From 1979 to 2005 City policy did not require Building Permits for the placement of mobile homes within Mobile Parks. Building setbacks existed but it was the responsibility of the owner to ensure the setbacks were adhered

to when the unit was placed on a property. At the time that units are replaced within Canoe Creek Estates staff may find some discrepancies between the placement of a unit and the required setbacks, at which time, the owner would then have to apply for a Development Variance Permit to ensure that the building is compliant.

COMMENTS

Engineering Department

The Engineering Department noted no concerns related to the LUC Early Termination or Bylaw Amendments. Given that full buildout of the development site has occurred the early termination of the LUC and proposed bylaw amendments do not trigger any service upgrades.

Building Department

No comments.

Fire Department

No comments.

BC Assessment

BC Assessment Staff noted that since there would be no change in the classification of the property (i.e. Residential) the amendments should not result in any appreciable change.

Consultation

In addition to the statutory letter requirements that accompany bylaw amendments, staff have sent letters to property owners informing them of the LUC Early Termination process and created a webpage to support the process. A letter was mailed to owners and occupiers in October 2020 with general information related to the Early Termination project. A second letter specific to the timeline of the Canoe Creek Estates LUC was mailed in early November 2021. The letters and website provide background information with regard to LUCs in general and those specific to each affected property. The letters have provided timelines and 'next steps' for property owners and how they may provide input to staff and Council regarding the LUC termination and any accompanying bylaw amendments. It should be noted that Statutory Hearing letters are mailed to the owners affected by the LUC Early Termination; however, pursuant to the *Local Government Act*, because the rezoning affects more than 10 properties, letters to adjacent land owners within a 30m radius will not be mailed.

Table 2, below, is a list of LUCs that form the basis for the Early Termination project, the general conditions of the LUC and the number of properties encumbered by a LUC is included in the table. To date Council has adopted three LUC Early Termination Bylaws – Multifamily Residential Area around the Recreation Centre, Abacus and Greyfriars. After staff review, three LUCs will expire as per the legislation in June 2024 and the prevailing zoning for the properties will come into effect for the Captain's Cove, Fritzel and Fuller LUCs. The owners will be notified by mail.

CONCLUSION

When considering the Early Termination of and rezoning of a property a number of factors are taken into consideration. Specific factors include – analysis of development potential under the existing and future regulations, existing parcels and lot widths for compliance with proposed regulations, permitted uses under the existing regulations, those uses permitted under the proposed bylaws and the effect of non-conforming status for the existing development. Planning staff support the proposed termination of the LUC and rezoning from R1 Single Family Residential to R6 Mobile Home Park Residential because the bylaw amendments would bring the existing development into conformance with the current City's Bylaws. Given that the subject property is fully 'built-out', the proposed regulatory changes would apply to the site redevelopment or placement of new units within the development.

Melinda Smyrl, MCIP, RPP
Planner

Kevin Pearson, MCIP, RPP
Director of Development Services

Table 1. Canoe Creek Estates Development Information & Bylaws

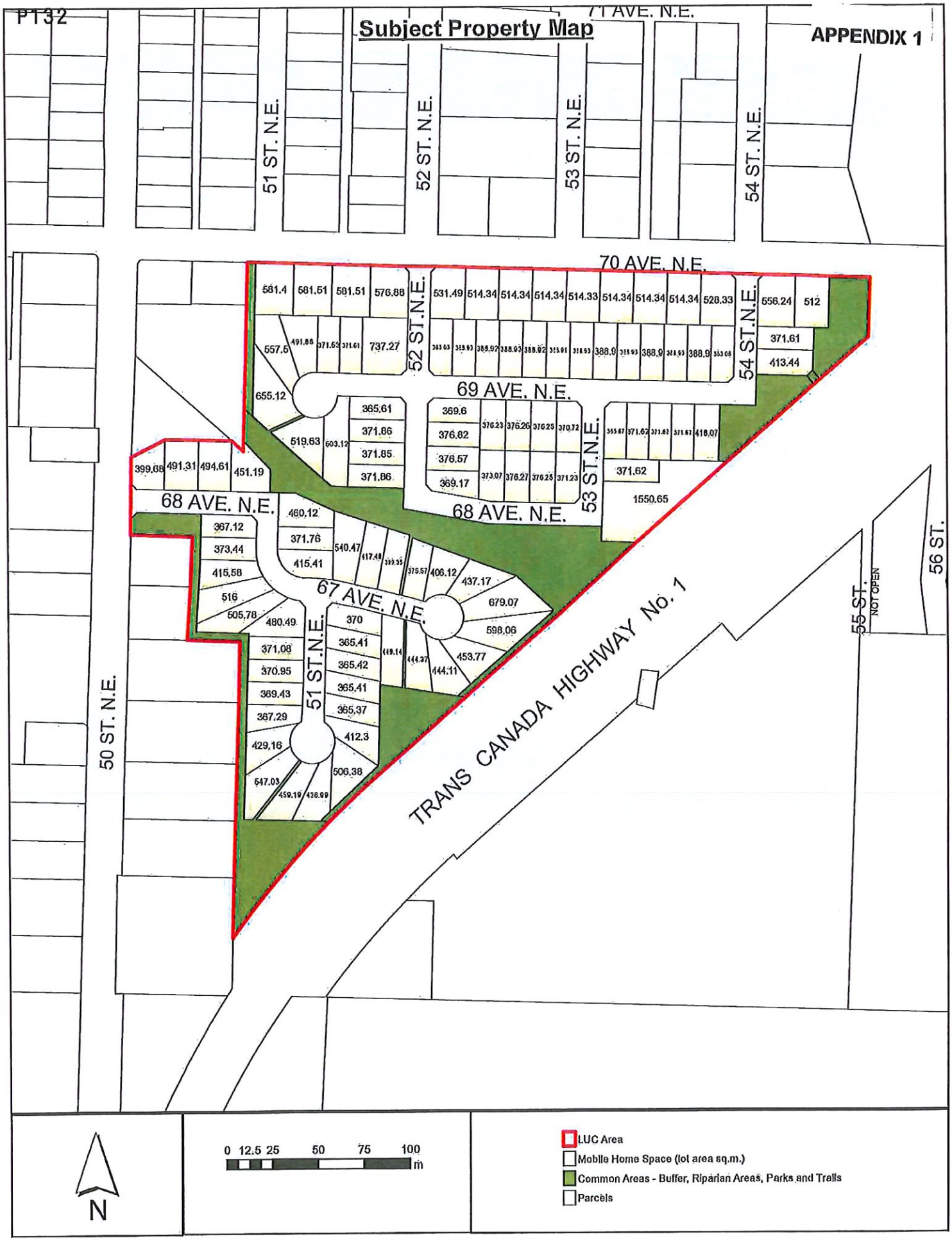
Land Use Contract	Mobile Home Park Bylaw No. 1258, 1978 (Referenced in LUC)	Mobile Home Park Bylaw (MHB) No 1435, 1982 (Referenced in Zoning Bylaw 2303)	R6 Zoning Bylaw No. 2303
Density & Number of Lots: 101 Lot 58 SFD site LUC 24 Double wide sites: Lots 1-15, 63-68, 76-78	N/A	10 units /ha *Amendment to MHB add: 14.8 units/ha*	17 units/ha (6.8/ac)
Minimum Lot Areas Single Wide: 252.7m² Double Wide: 514.3m²	Minimum Lot Areas Single Wide: 420m² Double wide: 465m²	Minimum Lot Areas Single Wide: 420m² Double wide: 465m² *Amendment to MHB add: LUC dimensions*	Minimum Lot Areas Single Wide: 420m² Double wide: 450m²
Single Wide: 9m Double Wide: 9m	Lot Width and Length Single wide: 13m Double wide: 15m Lot length (Both): 30m	Lot Width and Length Single wide: 13.5m Double wide: 15.0m Lot length (Both): 15m Site coverage: 35% *Amendment to MHB to add: LUC dimensions*	Refers back to MHPB 2003
Separation from other units: 3.66m	Separation from other units: 4.0m	3.0m from roadway 1.0 from rear or side mobile home space line 4.0m from any other mobile unit *Amendment to MHB to add: LUC unit setback*	
Height: Lot 58 varied, no height specified		Owners home, management office 8.0m	
Lot 58 SFD unit for Resident Manager		Permitted use	Permitted Use
Parking: 21 stalls off-street for RVs	Not referenced in Bylaw	Not referenced in Bylaw	Not referenced in Bylaw
Buffers: as shown on Plan. Park spaces: 2 shown on Schedule 'B'	Buffers 13m minimum and may be reduced to 4.0m based on adjacent uses	Buffers: as shown on Plan. Park spaces + 4m width buffers adjacent to Hwy 1	
Creek Protection: Developer and Strata assume control over creek maintenance		Creek Protection & Floodplain areas regulated	RAPR applies

Table 2. LUC Early Termination Project – Affected Properties and Status

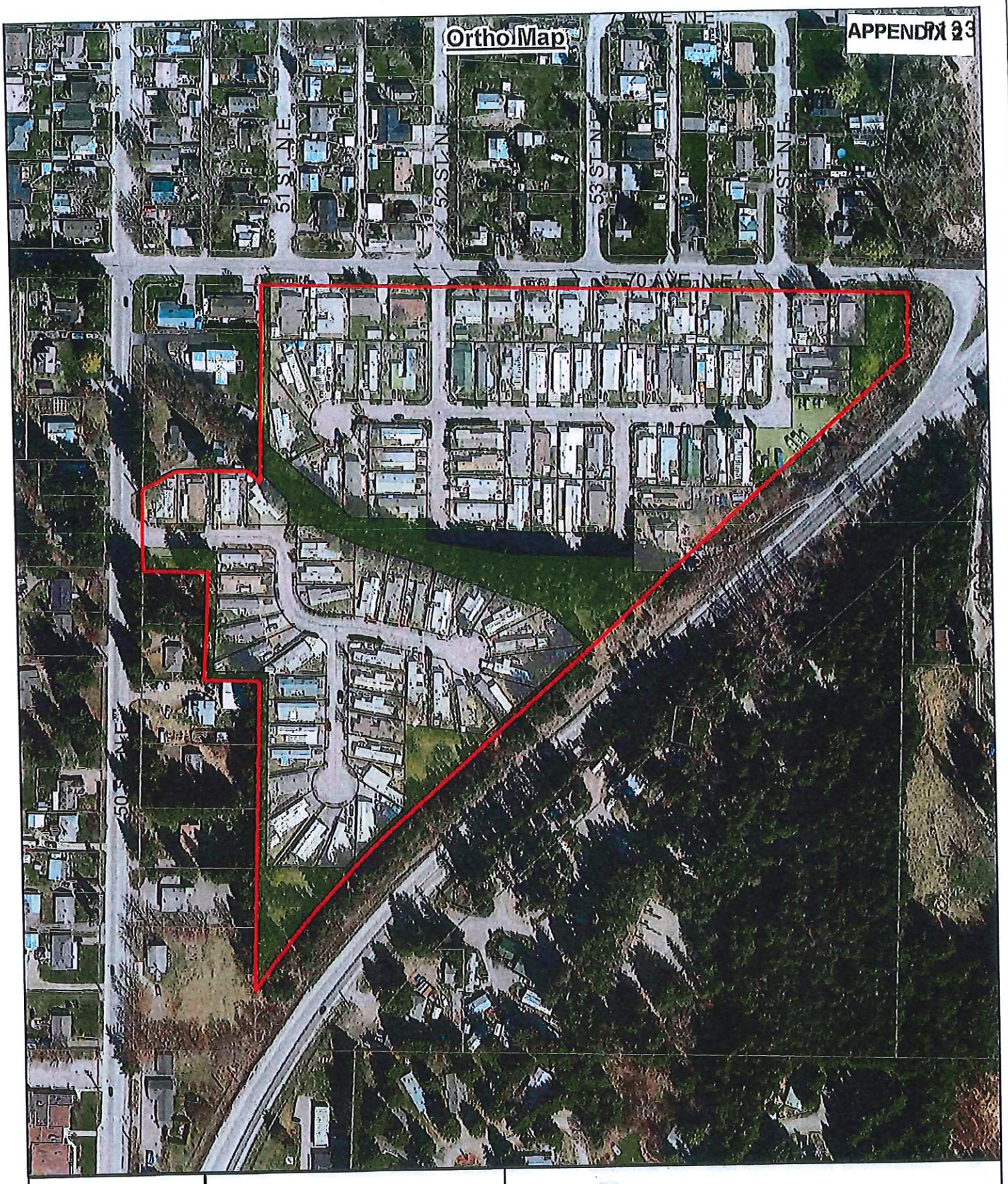
Order	LUC Name	Affected Properties	Contract #	Permitted Uses under LUC	Zoning Bylaw 2303, 1995 Map Schedule	Number of Affected Properties
1 Terminated by Bylaw No. 4430 & Zoning Amendment Bylaw No. 4431	Abacus (Orchard Hill)	Plan 29598, Plan 4653, Plan 3311	N54304	18 SFD lots and 11 Multi Family Buildings	R1, including the M/F	85
2 Terminated by Bylaw No. 4461	Greyfriars Rental Ltd.	Lots 1-3, Plan 29482 & Lots 1-3 Plan 36293	N71309	6 units, 2 buildings (4 units +2 units) To allow for parcels less than 464.5sqm, less than 15, width and non-conforming party walls (0.0m side yard setback)	M1 – General Industrial Zone	6
3	Canoe Creek Estates	K299	P1971	SFDs Mobile home park	R1	102
4 Will Terminate by legislation in 2024	Captain's Cove Marina	Lot 1, Plan 9386 Lot A, Plan 29586	P1684	Lot 1, Plan 9386: C-5 Tourist Commercial Zone (1976) lodge, cabins, trailer, wash house and boat storage shed. Accessory: café, dining located within the lodge. Parcel A: boat storage and vehicular parking in conjunction with tourist/resort Marina.	Lot A Plan 29586: A2 – Rural Holding Zone C5 – Tourist Commercial Zone: Lot 1, Plan 9386 P1 – Park and Recreation Zone: Marina Lease Lot P1	2
5 Will Terminate by legislation in 2024	5121 30 Ave SW (Fritzel)	Lot A, Plan 5558	P2310	Frozen food processing plant	A1	1
6 Will terminate by legislation in 2024	8610 TCH NE (Fuller)	Lot A, Plan 5558	N74011 Permitting "an additional Single Family residence" to the A2 zoning of 1978 Bylaw 1108	2 SFDs	A2	2

Subject Property Map

APPENDIX 1



Ortho Map



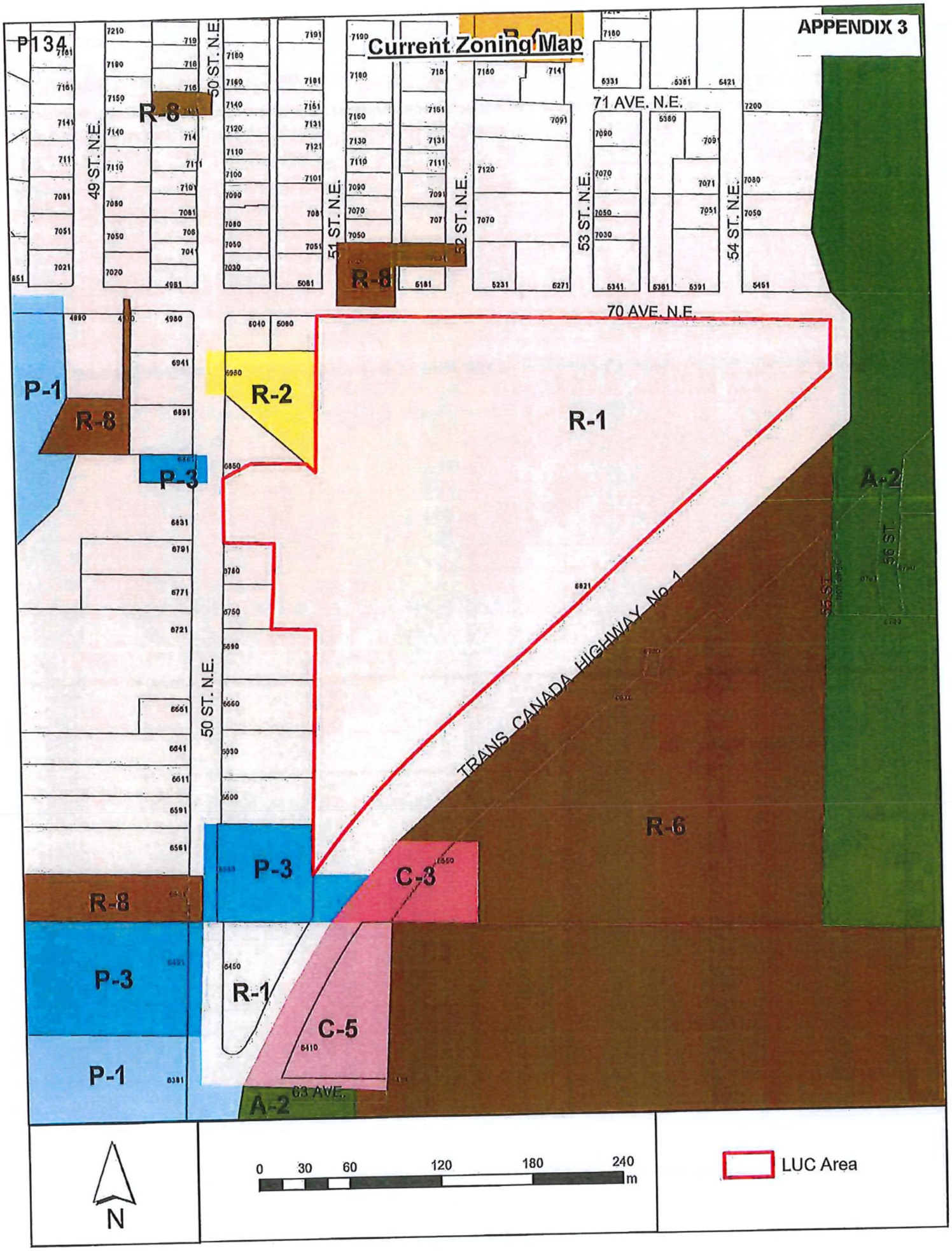
N

0 12.5 25 50 75 100 m

- LUC Area
- Mobile Home Space
- Common Areas - Buffer, Riparian Areas, Parks and Trails
- Parcels

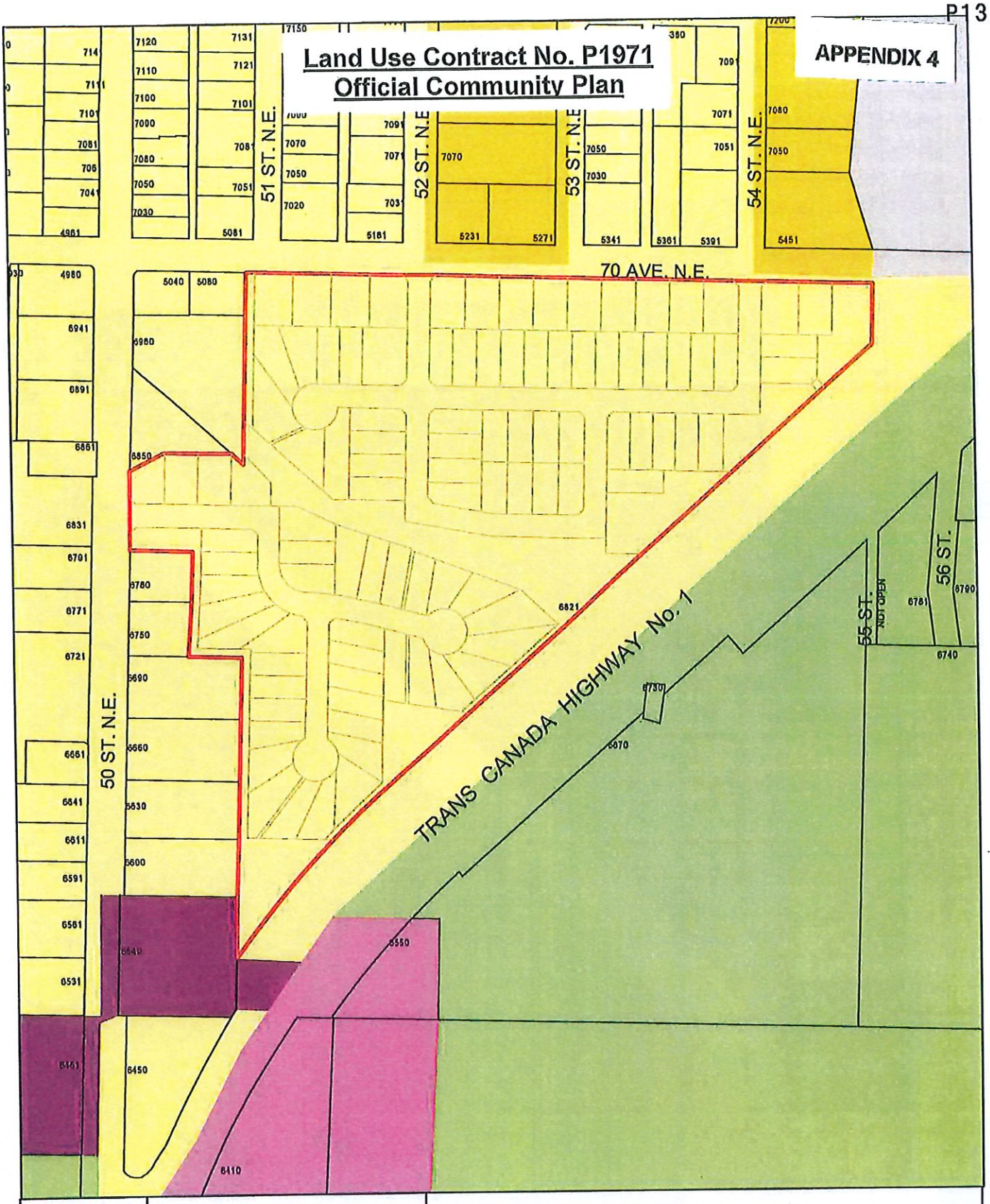
APPENDIX 3

Current Zoning Map



Land Use Contract No. P1971
Official Community Plan

APPENDIX 4



N

0 12.5 25 50 75 100 Meters

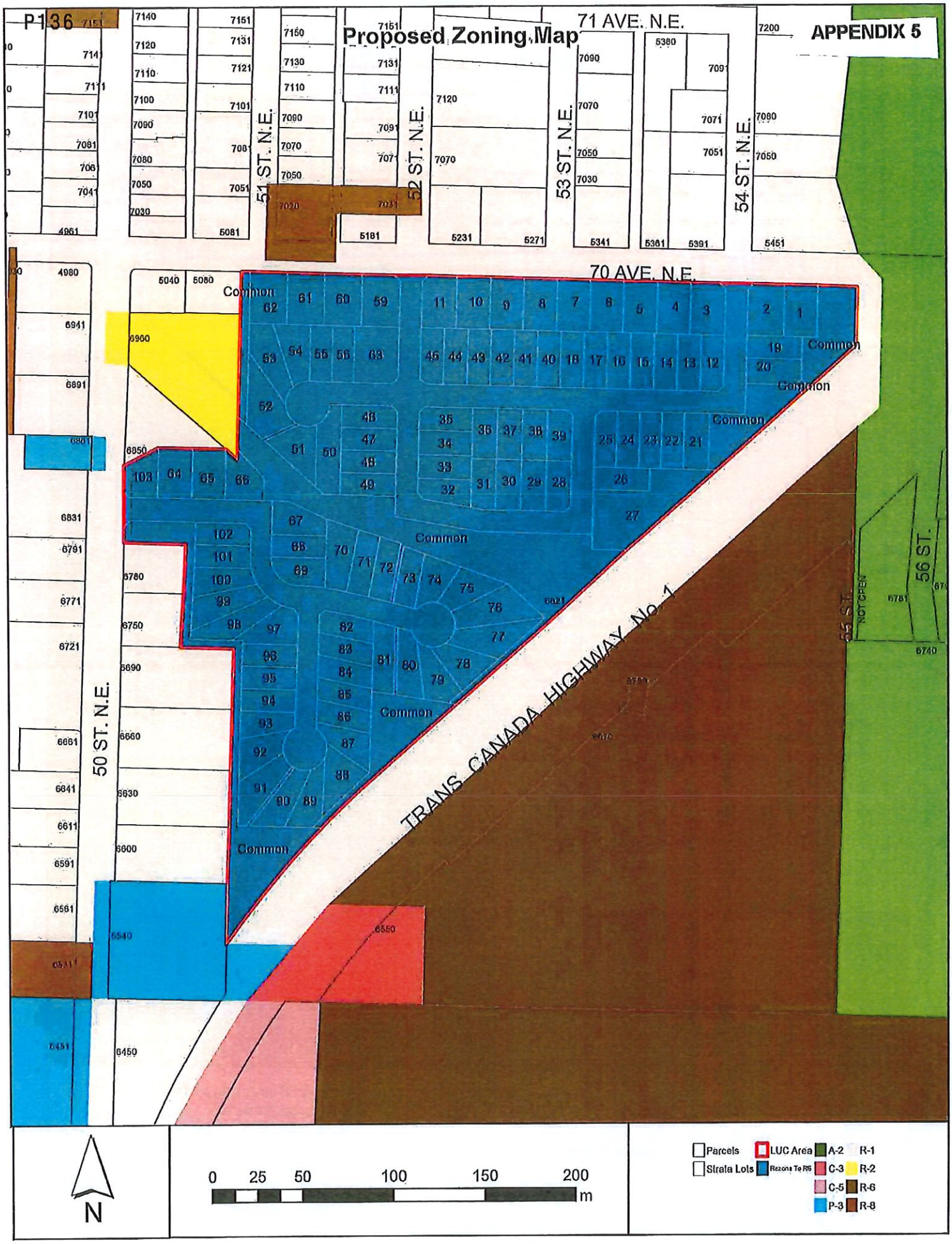
Subject Property (LUC)

Official Community Plan (2010)

- Acreage Reserve
- Institutional
- Residential - Low Density
- Residential - Medium Density
- Commercial - Highway Service / Tourist
- Industrial - Light

Proposed Zoning Map

APPENDIX 5



BC OnLine

BC OnLine Land Title Internet Service
Provided in co-operation with
Land Title and Survey Authority

LTSA - DOCUMENT RETRIEVAL REF # V26357 REQUESTED: 2012-02-03 12:24

CLIENT NAME: CITY OF SALMON ARM
ADDRESS: 500 - 2ND AVENUE NE
SALMON ARM BC V1E 4N2

PICK-UP INSTRUCTIONS:

USER ID: PA77852 APPL-DOC # P1971 KA Registered RCVD:1979-01-11
ACCOUNT: 819956
FOLIO

REMARKS:

Help Desk Victoria ..... (250) 953-8200
In B.C. 1-800-663-6102
Administration Office ... (250) 953-8250
Fax Number ..... (250) 953-8222

Persons who need to rely on a plan for legal purposes must examine the official version at the Land Title Office in which the plan is deposited. However, plans with plan numbers beginning with the letters EPP or EPS are electronic plans which constitute the official version.

P 1971

PARTICULARS: Land Use Contract
APPLICANT is A. C... J.F.
Barrister & Solicitor Box 21... Salmon Arm, B.C.
832-2070, agent of "Developer"
Declared Value: $ n/a
Delivery of Duplicate C/T is not required
Per:

79 JAN 11 14:47 LAND USE CONTRACT

THIS AGREEMENT made the 9 day of January, A. D. 1979.

BETWEEN:

DISTRICT OF SALMON ARM
a municipal corporation having its municipal offices at 8640 Harris Street, in the District of Salmon Arm Province of British Columbia,

(hereinafter called the "Municipality")

OF THE FIRST PART

AND:

INTER-X ENTERPRISES LTD.
(Incorporation No. 110,118)
a body corporate duly registered under the laws of the Province of British Columbia with offices at P. O. Box 1098, in the District of Salmon Arm, Province of British Columbia,

(hereinafter called the "Developer")

OF THE SECOND PART

WHEREAS the Municipality, pursuant to Section 702A of the Municipal Act, may, notwithstanding any by-law of the Municipality, or Section 712 or 713 of the Municipal Act, enter into a land use contract containing such terms and conditions for the use and development of land as may be agreed upon with a developer, and thereafter the use and development of the land shall be in accordance with the land use contract;

AND WHEREAS the Municipal Act requires that the Municipal Council consider the criteria set out in Section 702(2) and 702A(1) in arriving at the terms, conditions and consideration contained in a land use contract;

AND WHEREAS the Developer has presented to the Municipality a scheme of use and development of the within described lands and premises that would be in contravention of a by-law of the Municipality, of Section 712 or 713 of the Municipal Act, or both, and has requested that the Council of the Municipality enter into this contract under the terms, conditions and for the consideration hereinafter set forth;

1051 0005.00 - 2

11 JAN 79

AND WHEREAS the land hereinafter described is zoned Residential One under the provisions of the Salmon Arm Zoning By-law 1976 No. 1180;

AND WHEREAS the Council of the Municipality, having given due consideration to the criteria set forth in Sections 702(2) and 702A(1) of the Municipal Act, have agreed to the terms, conditions and consideration herein contained;

AND WHEREAS if the land is within a radius of one-half mile of the intersection of a controlled access highway and another highway, the approval of the Minister of Highways to the terms hereof must be obtained;

AND WHEREAS the land is within a development area of the Municipality;

AND WHEREAS the Municipality and the Developer both acknowledge that the Council of the Municipality could not enter into this Agreement, until the Council held a public hearing in relation to this Agreement, and considered any opinions expressed at such hearing, and unless a majority of all of the members of the Council present at the meeting at which the vote is taken and entitled to vote on the by-law, voted in favour of the by-law authorizing the Municipality to enter into this Contract;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and the conditions and covenants hereinafter set forth, the Municipality and the Developer covenant and agree as follows:

OWNER

1. The Developer is the registered owner of an estate in fee simple of ALL AND SINGULAR that certain parcel or tract of land and premises, situate, lying and being in the District of Salmon Arm, in the Province of British Columbia and being more particularly known and described as:

"Those portions of Block 1, Plan 1882, except Plans 2494, 4894, 6012, 15363, 15500 and 15754, Lot 2, Plan 4894, and Lot 1, Plan 6012, all of Section 32, Township 20, Range 9, West of the 6th Meridian, Kamloops Division, Yale District, shown and described as Lot 1 on a Plan of Subdivision of the said lands, prepared by William E. Maddox, B.C. Land Surveyor, and completed on October 6th, 1978, a print of which is hereto attached as Schedule A".

(hereinafter called the "Land")

10.1.79

COMPLIANCE

2. Except as hereinafter specifically provided, the Developer shall in his use and development of the Land comply with all of the by-laws of the Municipality;

2 (a) The Developer shall be specifically excluded from complying with, inter alia, the following provisions of By-Law No. 1258:

"FIRSTLY - Section 4.04(2) Mobile Home Lot dimensions shall be those shown and described on Schedule B hereto;"

SECONDLY - Section 4.08(2)(a) re: separation between mobile homes and between other principal buildings. The Developer shall ensure instead that such sitings shall be not less than 3.66 metres (12 ft.);

THIRDLY - Section 4.08(5) re: height of buildings shall specifically not apply to the existing house and buildings contained on the said land at the date of this agreement, nor to any renovation or replacement of the said building on the strata lot on which it is situated. The provisions of said Section 4.08(5) shall apply to all other lots and buildings located on the said lands.

3. "The Developer may develop subject always to the terms hereof and use the land as a Mobile Home Subdivision as more particularly shown on the Plan attached hereto as Schedule B".

USE

4. The Land, including the surface of water and any and all buildings, structures and improvements erected, placed or located thereon may be used for the following and no other purposes, that is to say:

(a) Lots 1 to 102 inclusive except Lot 58 of the Subdivision may be used for the purpose of single family mobile home dwellings of either single or double width as more particularly designated on Schedule "B" hereof;

(b) that portion of the Land shown cross-hatched in black on Schedule "B" hereof may be used for the purposes of accomodation of the strata corporation's Resident Manager and family and in respect thereof the provisions of the R-1 Zone of the Salmon Arm Zoning By-Law 1976 No. 1180 as amended from time to time shall apply thereto;

(c) those portions of the Land designated as parking areas on Schedule "B" hereof may be used for the purposes of off-street parking for guests of mobile home owners within the Subdivision; Provided 21 parking spaces shall be reserved for the use of residences of the subdivision for the parking of recreation vehicles;

(d) those areas of the Land designated as park or buffer on Schedule "B" hereof may be used for the purposes authorized for such areas under the provisions of District of Salmon Arm Mobile Home Park By-Law 1978 No. 1258;

SUBDIVISION 5. The Developer may, notwithstanding the provisions of Section 21 of the District of Salmon Arm Zoning By-Law 1976 No. 1180, but subject to the provisions of the Bare Land Strata Regulations enacted pursuant to the Strata Titles Act, subdivide the Land by way of a Bare Land Strata plan and create thereby one hundred and one (101) Bare Land Strata lots, common areas, roads and access routes all of a size, configuration and in locations more particularly shown on the plan attached hereto as Schedule "C" hereof (hereinafter called the "Subdivision"), together with one strata lot containing an existing house, located thereon at the date of this agreement, providing such subdivision may be in phases of not less than ten (10) lots per phase.

SERVICING 6. The Developer shall prior to obtaining the Approving Officer's approval of any Strata Plan for any phase or obtaining any building permit from the Municipality in respect of the placement on the Land of any mobile home, whichever application is earlier made by the Developer, at its sole cost:

(a) provide, install and construct the works, services, roads and access routes within the Subdivision required to be provided, installed and constructed pursuant to the provisions of the Bare Land Strata Regulations enacted pursuant to the Strata Titles Act; Providing the developer shall not be required to actually construct mobile home pads prior to obtaining the above approval;

(b) provide, install and construct such off-site works and services as may be required by the Engineer of the Municipality including, without limitation:

(i) extending existing municipal water and sanitary sewer trunk mains to the boundaries of the Land;
(ii) providing and installing fire hydrants and street lighting on perimeter roads surrounding the Land;
(iii) providing and installing a storm drainage system in the area of the Land

(iv) providing a partial overhead, partial underground power supply

and such works and services shall be provided, installed and constructed by the Developer in accordance with the standards and specifications set out in District of Salmon Arm Subdivision Control By-Law No. 1087 as supplemented by standards and specifications provided by the Engineer of the Municipality;

(c) deposit with the Municipality an unconditional, irrevocable Letter of Credit drawn on a Canadian Chartered Bank in an amount equal to fifteen per cent (15%) of the total cost of the works and services provided in each phase of development, described in paragraph 6(b)(i)(ii) and (iii) hereof and the total cost of any works and services described in paragraph 6(a) hereof contained within the boundaries of public highways or rights of way in favour of the Municipality, in each phase of development, each for a term of not less than one (1) year from the date of completion

SERVICING 6. (c) of such works and services and in a form satisfactory to the Municipality;

(d) reproducible "as-built" drawings of the works and services described in paragraph 6(c) hereof;

(e) execute and register against title to the Land in the Land Registry Office at Kamloops an Agreement under Section 24A of the Land Registry Act whereby the Developer covenants and agrees to maintain the existing creek on the property in its natural state.

7. Notwithstanding the provisions of paragraph 6(a) hereof in the event the Developer intends to develop the Subdivision by way of a phased strata plan under the provisions of Part II of the Strata Titles Act, the Developer may provide, install and construct the works and services, roads and access routes required to be provided, installed and constructed pursuant to paragraph 6(a) and 6(b) hereof in accordance with the phased Strata Plan deposited by the Developer.

MOBILE HOME PARK BY-LAW 8. In its development and use of the Land as a mobile home subdivision the Developer, and any strata corporation created upon the subdivision of the Land and any owner of any strata lot shall comply with and be subject to the provisions of District of Salmon Arm Mobile Home Park By-Law 1978 No. 1258, as amended from time to time and any reference in the said by-law to "owner" shall be deemed to be a reference to the Developer or to the strata corporation, as the case may be, PROVIDED ALWAYS, HOWEVER, that in the event of any conflict between the provisions of By-Law No. 1258 and the provisions of this Agreement or the provisions of District of Salmon Arm Subdivision Control By-Law No. 1087 or the provisions of the Bare Lands Strata Regulations enacted pursuant to the Strata Titles Act, the provisions of this Agreement or By-Law No. 1087 or the Bare Land Strata Regulations, as the case may be, shall prevail.

MAINTENANCE OF SERVICES 9. The Developer shall:

(a) maintain the works and services installed by the Developer and more particularly described in paragraph 6(c) hereof, in complete repair for a period of one (1) year from the completion thereof to the satisfaction of the Engineer of the Municipality;

(b) remedy any defects appearing in the said works and services and pay for any damage to other property or works resulting therefrom for a period of one (1) year from completion of the said works and services, save and except for defects caused by reasonable wear and tear, negligence of the Municipality, its servants or agents or acts of God.

USE OF SECURITY 10. In the event that the Developer fails to perform any of the covenants on its part to be performed pursuant to Paragraph 9 hereof within the time limited therein for performance the Municipality may call for and receive all funds secured by the Letter of Credit deposited by the Developer pursuant to paragraph 6(c) hereof and may complete the work at the cost of the Developer and deduct from any such funds the costs of such

USE OF SECURITY

completion and the balance of such funds, if any, without interest thereon, shall be returned to the Developer less any administration fees required by the Municipality. If there is insufficient money on deposit with the Municipality then the Developer shall pay such deficiency to the Municipality upon receipt of the Municipality's bill for completion. It is understood that the Municipality may do such work either by itself or by contractors employed by the Municipality. If the Developer performs the said covenants the Municipality shall deliver up the Letter of Credit to the Developer for cancellation.

ACCEPTANCE

11. The Municipality shall, upon the expiration of the one (1) year period referred to in paragraph 9 hereof and provided such works and services have been constructed and maintained in accordance with the provisions of this Agreement and are functioning properly, accept the works and services referred to in paragraph 6(c) hereof and thereafter the Municipality shall be solely responsible for the operation, upkeep and maintenance thereof.

OWNERSHIP OF SERVICES

12. All works and services installed by the Developer described in paragraph 6(c) hereof shall, upon their acceptance by the Municipality as hereinbefore provided, become the property of the Municipality free and clear of any claim by the Developer or any person claiming through the Developer and the Developer shall save harmless the Municipality from any such claim.

EXTRA OFF-SITE COSTS

13. It is acknowledged by the parties hereto that as a result of the Developer paying the funds hereinafter specified the development proposed will not create an excessive cost to be borne by the Municipality. It is further acknowledged by the parties hereto that the impact of the proposed development on present and future public costs has been partially eliminated as a result of the Developer providing the funds hereinafter specified and carrying out the works provided for in this Agreement.

The Developer shall pay to the Municipality, by way of cash or certified cheque at the time of approval by the Approving Officer of any Strata plan for any phase of the Subdivision or at the time of application for a building permit authorizing the placement of a mobile home on the Land for such phase or sooner at the Developer's option, whichever the earlier occurs.

(a) if on or before December 31, 1980, the sum of Seven Hundred and Eighty-Three Dollars ($783.00) for each strata lot created by the plan or for each mobile home authorized to be placed by a building permit issued by the Municipality, whichever the case may be; or

(b) if subsequent to December 31, 1980, such sum for each strata lot as is then charged by the Municipality in respect of like developments either pursuant to the provisions of a development cost charge by-law enacted by the Municipality or otherwise.

REGISTERED KAP1971 RCVD:1979-01-11 RQST:2012-02-03-12.24.06.642

MISCELLANEOUS

14. The Developer shall pay to the Municipality:

(a) upon execution of this Agreement by the Municipality any fees required to be paid pursuant to the provisions of Section 2.02(8) of District of Salmon Arm Mobile Home Park By-Law No. 1258;

(b) at the time of approval of any plan of any phase of the subdivision any fees required to be paid pursuant to the provisions of the Bare Land Strata Regulations enacted pursuant to the Strata Titles Act;

(c) upon demand, any legal costs incurred by the Municipality in the preparation or registration of this Agreement.

INCORPORATION

15. Schedules A to E inclusive hereof are hereby incorporated into and made part of this Agreement.

REPRESENTATION

16. It is understood and agreed that the Municipality has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with the Developer other than those contained in this Agreement.

REGISTRATION

17. This Agreement shall be construed as running with the Land and shall be registered in the Land Registry Office at Kamloops by the Municipality pursuant to the provisions of Section 702A(4) of the Municipal Act.

BINDING

18. Except as hereinbefore provided this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

INTERPRETATION

19. Whenever the singular or masculine or neuter is used herein the same shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require.

DISCHARGE

20. It is further understood and agreed by the parties hereto that upon completion of the Development contemplated by this Agreement, this Agreement may be discharged by the Municipality at the Developer's cost by the registration in the Land Registry Office at Kamloops of a Quit Claim Deed referring to the registration of this Agreement. PROVIDED, HOWEVER, that this Agreement may not be discharged by the Municipality if the discharge thereof will render any of the lands or improvements thereon non-conforming with the by-laws of the Municipality.

A Public Hearing on this Agreement was held on the 19 day of October, A.D., 1978.

The terms of this Contract were approved by the Ministry of Highways and Public Works on the 8 day of January, 1979.

This Agreement was approved on the 8 day of January A.D., 1979 by a majority vote of all the members of the Council present at the meeting at which the vote was taken and entitled to vote on the authorizing bylaw.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and year first above written.

THE CORPORATE SEAL OF DISTRICT OF SALMON ARM was hereunto affixed in the presence of:

Margaret Lund
Mayor

Clerk

THE CORPORATE SEAL OF INTER-X ENTERPRISES LTD. was hereunto affixed on the 9th day of January, 1979 in the presence of its proper officers in that behalf:

President

APPROVED by the Department of Highways this day of January, 1979.

8 JANUARY 1979

Approving Officer.

ACKNOWLEDGMENT OF OFFICER OF A CORPORATION

I HEREBY CERTIFY that on the 9th day of January 1979, at Salmon Arm in the Province of British Columbia,

DAVID ARCHIBALD LOUDOUN personally known to me, appeared before me and acknowledged to me that he is the President of INTER-X ENTERPRISES LTD. and that he is the person who subscribed his name to the annexed instrument, as President of the said corporation and affixed the seal of the said corporation to the said instrument, that he was first duly authorized to subscribe his name as aforesaid and affix the said seal to the said instrument, and that such Corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY WHEREOF I have hereunto set my Hand at Salmon Arm British Columbia, This 9th day of January, in the year of our Lord one thousand nine hundred and seventy-nine.

A Commissioner for taking Affidavits within British Columbia, ~~or A Notary Public within the Province of~~

A. GLEN SCHARF

ACKNOWLEDGMENT OF OFFICER OF A CORPORATION

I HEREBY CERTIFY that on the 9th day of January 1979, at Salmon Arm in the Province of British Columbia,

Frank Wesson Spence personally known to me, appeared before me and acknowledged to me that he is the Clerk-Administrator of DISTRICT OF SALMON ARM and that he is the person who subscribed his name to the annexed instrument, as Clerk-Administrator of the said corporation and affixed the seal of the said corporation to the said instrument, that he was first duly authorized to subscribe his name as aforesaid and affix the said seal to the said instrument, and that such Corporation is legally entitled to hold and dispose of land in the Province of British Columbia.

IN TESTIMONY WHEREOF I have hereunto set my Hand at Salmon Arm British Columbia, This 9th day of January, in the year of our Lord one thousand nine hundred and seventy-nine.

A Commissioner for taking Affidavits within British Columbia, ~~or A Notary Public within the Province of~~

A. GLEN SCHARF

DISTRICT OF SALMON ARM LAND USE CONTRACT

WHEREAS it is considered desirable to enter into a Land Use Contract with Mr. W.E. Maddox pertaining to the development of Lot 1, Plan 1882; South 155 ft.± of Lot 1, Plan 6012, and east 95 ft.± of Lot 2, Plan 4894, NW¼ Section 32, Township 20, Range 9;

AND WHEREAS pursuant to Section 702A(3) of the Municipal Act the Council may, upon the application of an owner of land within the development area, or his agent, enter into a land use contract;

AND WHEREAS the public hearing required by Section 702A(6) of the Municipal Act was held on the 19th day of October, 1978;

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

1. The Mayor and Clerk are hereby authorized to execute the Land Use Contract with Mr. W.E. Maddox attached hereto and marked Schedule "A".

2. The Clerk is hereby authorized to register the said Land Use Contract as a charge against the aforementioned property of Mr. W.E. Maddox which shall have the force and effect of a restrictive covenant running with the land; and is further authorized to do all things necessary to complete registration in the Land Registry Office in Kamloops.

3. This by-law may be cited as "District of Salmon Arm Land Use Contract By-law No. 9, 1978".

FILAA

READ A FIRST TIME this 10th day of October, 1978.
READ A SECOND TIME this 10th day of October, 1978.
READ A THIRD TIME this 14th day of November, 1978.

RECONSIDERED, FINALLY PASSED AND ADOPTED by the District Council on the 8th day of January, 1979.

I HEREBY CERTIFY the foregoing to be a true and correct copy of By-law No. 1279 cited as "District of Salmon Arm Land Use Contract By-law No. 9, 1978" as adopted by Council on the 8th day of January, 1979.

Dated at Salmon Arm, B.C. this 9th day of January, 1979.

"L.M. Lund"
Mayor

"F.W. Spence"

P148

PLAN SEE

D.D.P1971

ON FILE

IN

SURVEY

DEPT.

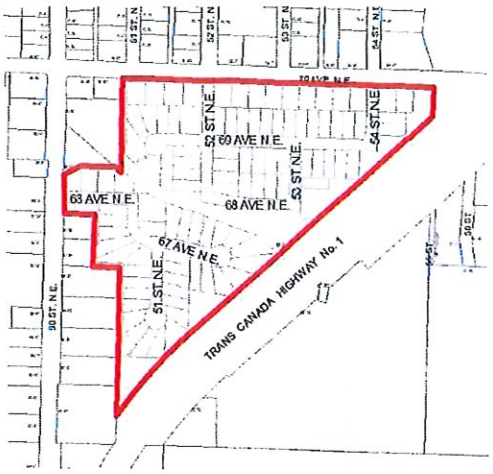
Item 23.3

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, January 24, 2022 at 7:00 p.m.**

a) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lots Strata Lots 1-56 and Strata Lots 59-103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299 from R-1 Single Family Residential Zone to R-6 Mobile Home Park Residential Zone.



Civic Addresses: 5440, 5420, 5390, 5370, 5350, 5330, 5310, 5280, 5260, 5240, 5220, 5180, 5160, 5140, 5120, 70 Avenue NE, 5391, 5381, 5371, 5351, 5331, 5311, 5299, 5380, 5370, 5350, 5340, 5320, 5260, 5280, 5290, 5281, 5271, 5261, 5251, 5250, 5231, 5221, 5150, 5140, 5120, 5131, 5141, 5151, 5161, 5191 69 Avenue NE, 6950, 6920 54 Street NE, 6850, 6820 53 Street NE, 5021, 5291, 5281, 5261, 5251, 5061, 5081, 5091 68 Avenue NE, 5201, 5221, 5231, 5241, 5251, 5261, 5271, 5280, 5260, 5250, 5240, 5230 67 Avenue NE, 6820, 6840, 6860, 6880, 6881, 6861, 6841, 6821 52 Street NE, 6790, 6770, 6750, 6690, 6670, 6660, 6650, 6640, 6630, 6620, 6610, 6611, 6621, 6631, 6641, 6651, 6661, 6671, 6691, 6721, 6731, 6751, 6771, 6791 51 Street NE

Location: Canoe Creek Estates
Present Use: 101 Unit Mobile Home Park
Proposed Use: No Change
Reference: ZON-1225/ Bylaw No. 4486

The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices from January 11 - 24, 2022 inclusive. Those who deem their interest affected by the proposed bylaws are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

Meetings are being held in person, with limited capacity, and virtually. In person attendance will be on a first come first serve basis and are subject to the provisions of the City of Salmon Arm COVID 19 Exposure Control Plan and in adherence with the Provincial Health Orders. If you wish to attend electronically email cityhall@salmonarm.ca.

City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Vote Record

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

Opposed:

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

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Item 23.4

CITY OF SALMON ARM
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 2 Avenue NE, Salmon Arm, British Columbia on **Monday, January 24, 2022 at 7:00 p.m.**

1) **Proposed Mobile Home Park Bylaw Text Amendment:**
City of Salmon Arm Mobile Home Park Bylaw No. 1435 is hereby amended as follows:

Applicant: City of Salmon Arm

Reference: Bylaw No. 4487

Section 3.3.1

Mobile home spaces within Canoe Creek Estates shall be 250m² for single wide units and 500m² for double wide units.

Section 3.3.2

For mobile home spaces within Canoe Creek Estates (KAS299) the minimum width for a mobile home space is 9m (29.5 ft).

Section 5.2.3

(4) For mobile homes and additions within the Canoe Creek Estates (KAS299) development, no mobile home or addition shall be located closer than 3.66m from any other mobile unit or addition to existing units.

The staff reports for the proposals are available for viewing on the City of Salmon Arm website at https://www.salmonarm.ca/431/Public-Hearing-Notices January 11, 2022 to January 24, 2022 inclusive. Those who deem their interest affected by the proposed bylaw are urged to review the online file, contact the undersigned or phone the Development Services Department at 250.803.4000 to obtain the facts of the proposal prior to the hearing.

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City Council encourages the continued use of the city's website to stay informed on current Development applications and Council Agendas.

Vote Record

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

Opposed:

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

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Item 24.1

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4488 be read a third and final time.

[ZON-1226; Hanson, G. & G.; 1020 17 Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4488

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on January 24, 2022 at the hour of 7:00 p.m. was published in the January 12, 2022, and the January 19, 2022 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 17, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP69286 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4488"**

READ A FIRST TIME THIS	13	DAY OF	December	2021
READ A SECOND TIME THIS	13	DAY OF	December	2021
READ A THIRD TIME THIS		DAY OF		2022
ADOPTED BY COUNCIL THIS		DAY OF		2022

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

10 ST. SE
12 ST. SE
17 AVE. SE
10 ST. S.E.
9 ST. S.E.
19 AVE SE
CLOSED ROAD
AVE.
S.E.
9 ST.
N

Item 24.2

CITY OF SALMON ARM

Date: August 23, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Land Use Contract Termination Bylaw No. 4485 be read a third time.

[LUC P1971; Canoe Creek Estates]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4485

A bylaw to terminate Land Use Contracts in the City of Salmon Arm

WHEREAS pursuant to section 548 of the *Local Government Act* the City of Salmon Arm may address early termination of a land use contract that is entered into and registered in a land title office subject to the terms and conditions therein set out;

AND WHEREAS mandatory notice required under section 466(5) of the Local Government Act for a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on January 24, 2022 at the hour of 7:00 p.m. and was published in the January 12, 2022 and the January 19, 2022 issues of the Salmon Arm Observer and delivered at least 10 days prior of all parcels, any part of which is subject to the land use contract that the bylaw will terminate or is within a distance specified by bylaw from that part of the area that is subject to that land use contract;

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. That "District of Salmon Arm Land Use Contract Bylaw No. 1279", registered in the Kamloops Land Title Office under document number P1971 against title to the lands in the table below and further shown on Schedule 'A', is terminated:

PID	Legal Description	Civic Address
002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE

002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE
002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE
002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE
002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
002-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE

002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE
002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE
002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE
002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5131 69 Avenue NE
002-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE

002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE
002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE
017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE
017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE

017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE
017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

3. The Mayor and Corporate Office are hereby authorized to execute any documents necessary to terminate, release and discharge the Land Use Contracts above mentioned.

4. SEVERABILITY

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

5. ENACTMENT

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

7. EFFECTIVE DATE

This bylaw shall come into full force and effective one year and one day from the date of adoption.

8. CITATION

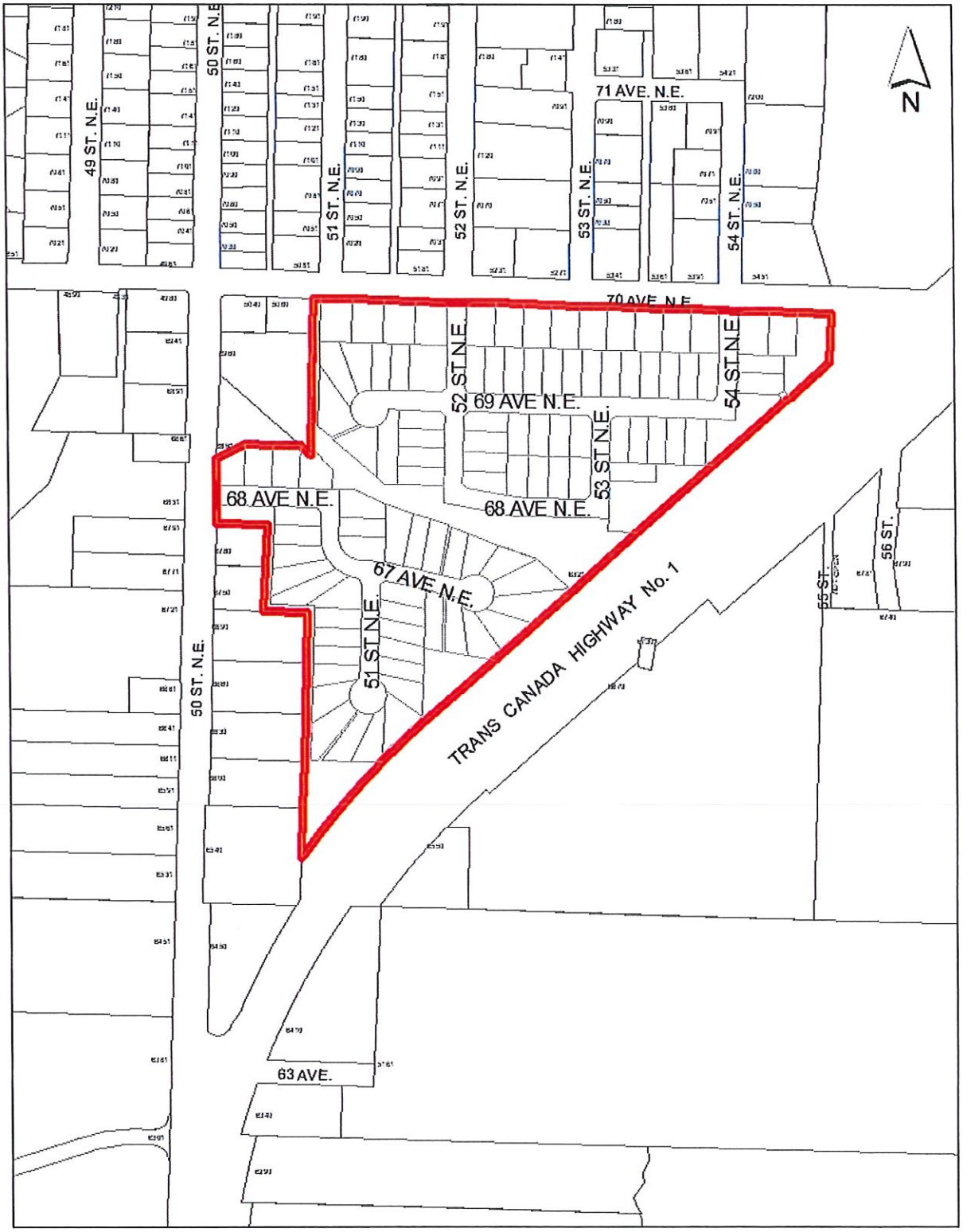
This bylaw may be cited as **"City of Salmon Arm Land Use Contract Termination Bylaw No. 4485"**

READ A FIRST TIME THIS	22	DAY OF	November	2021
READ A SECOND TIME THIS	22	DAY OF	November	2021
READ A THIRD TIME THIS		DAY OF		2022
ADOPTED BY COUNCIL THIS		DAY OF		2022

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


49 ST. N.E.
50 ST. N.E.
51 ST. N.E.
52 ST. N.E.
53 ST. N.E.
54 ST. N.E.
71 AVE. N.E.
N
70 AVE. N.E.
52 ST. N.E.
54 ST. N.E.
69 AVE. N.E.
53 ST. N.E.
68 AVE. N.E.
68 AVE. N.E.
67 AVE. N.E.
51 ST. N.E.
50 ST. N.E.
TRANS CANADA HIGHWAY No. 1
55 ST.
56 ST.
63 AVE.

Item 24.3

CITY OF SALMON ARM

Date: August 23, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4486 be read a third time.

[ZON-1225; Canoe Creek Estates]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4486

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on January 24, 2022 at the hour of 7:00 p.m. was published in the January 12, 2022 and the January 19, 2022 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:

PID	Legal Description	Civic Address
002-496-569	Strata Lot 1, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5440 70 Avenue NE
002-496-577	Strata Lot 2, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5420 70 Avenue NE
002-496-593	Strata Lot 3, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5390 70 Avenue NE
002-496-607	Strata Lot 4, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 70 Avenue NE
002-496-615	Strata Lot 5, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 70 Avenue NE
002-496-623	Strata Lot 6, Section 32, Township 20, Range 9, W6M, KDYD, Plan K299	5330 70 Avenue NE
002-496-631	Strata Lot 7, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5310 70 Avenue NE
001-510-941	Strata Lot 8, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 70 Avenue NE
002-496-640	Strata Lot 9, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 70 Avenue NE
002-496-658	Strata Lot 10, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 70 Avenue NE
001-525-883	Strata Lot 11, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5220 70 Avenue NE

002-496-674	Strata Lot 12, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5391 69 Avenue NE
002-465-124	Strata Lot 13, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5381 69 Avenue NE
002-496-691	Strata Lot 14, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5371 69 Avenue NE
005-496-712	Strata Lot 15, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5351 69 Avenue NE
002-496-739	Strata Lot 16, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5331 69 Avenue NE
002-496-755	Strata Lot 17, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5311 69 Avenue NE
002-496-763	Strata Lot 18, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5299 69 Avenue NE
002-496-771	Strata Lot 19, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6950 54 Street NE
002-496-801	Strata Lot 20, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6920 54 Street NE
002-496-828	Strata Lot 21, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5380 69 Avenue NE
002-496-852	Strata Lot 22, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5370 69 Avenue NE
002-496-879	Strata Lot 23, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5350 69 Avenue NE
002-496-887	Strata Lot 24, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5340 69 Avenue NE
002-496-909	Strata Lot 25, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5320 69 Avenue NE
002-496-917	Strata Lot 26, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6850 53 Street NE
002-496-925	Strata Lot 27, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 53 Street NE
002-496-941	Strata Lot 28, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5291 68 Avenue NE
002-496-950	Strata Lot 29, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 68 Avenue NE
002-496-968	Strata Lot 30, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 68 Avenue NE
002-496-976	Strata Lot 31, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 68 Avenue NE
002-496-984	Strata Lot 32, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6820 52 Street NE
002-497-034	Strata Lot 33, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6840 52 Street NE
002-497-042	Strata Lot 34, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6860 52 Street NE
002-497-051	Strata Lot 35, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6880 52 Street NE

002-497-077	Strata Lot 36, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 69 Avenue NE
002-497-085	Strata Lot 37, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 69 Avenue NE
002-497-096	Strata Lot 38, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 69 Avenue NE
002-497-115	Strata Lot 39, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5290 69 Avenue NE
002-497-123	Strata Lot 40, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5281 69 Avenue NE
002-497-131	Strata Lot 41, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 69 Avenue NE
002-497-140	Strata Lot 42, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 69 Avenue NE
002-497-174	Strata Lot 43, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 69 Avenue NE
002-497-182	Strata Lot 44, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 69 Avenue NE
002-497-191	Strata Lot 45, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 69 Avenue NE
002-497-212	Strata Lot 46, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6881 52 Street NE
002-497-239	Strata Lot 47, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6861 52 Street NE
002-497-247	Strata Lot 48, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6841 52 Street NE
002-497-255	Strata Lot 49, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6821 52 Street NE
002-497-263	Strata Lot 50, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5150 69 Avenue NE
002-497-280	Strata Lot 51, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 69 Avenue NE
002-497-298	Strata Lot 52, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 69 Avenue NE
002-497-328	Strata Lot 53, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5130 69 Avenue NE
002-497-361	Strata Lot 54, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5141 69 Avenue NE
002-497-379	Strata Lot 55, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5151 69 Avenue NE
002-497-395	Strata Lot 56, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5161 69 Avenue NE
002-497-468	Strata Lot 59, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5180 70 Avenue NE
002-497-492	Strata Lot 60, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5160 70 Avenue NE
002-497-654	Strata Lot 61, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5140 70 Avenue NE

002-497-662	Strata Lot 62, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5120 70 Avenue NE
005-045-070	Strata Lot 63, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5191 69 Avenue NE
017-513-502	Strata Lot 64, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5061 68 Avenue NE
017-513-511	Strata Lot 65, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5081 68 Avenue NE
017-513-529	Strata Lot 66, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5091 68 Avenue NE
017-513-537	Strata Lot 67, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6790 51 Street NE
017-513-545	Strata Lot 68, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6770 51 Street NE
017-513-553	Strata Lot 69, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6750 51 Street NE
017-513-561	Strata Lot 70, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5201 67 Avenue NE
017-513-570	Strata Lot 71, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5221 67 Avenue NE
017-513-588	Strata Lot 72, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5231 67 Avenue NE
017-513-596	Strata Lot 73, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5241 67 Avenue NE
017-513-600	Strata Lot 74, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5251 67 Avenue NE
017-513-618	Strata Lot 75, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5261 67 Avenue NE
017-513-626	Strata Lot 76, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5271 67 Avenue NE
017-513-634	Strata Lot 77, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5280 67 Avenue NE
017-513-642	Strata Lot 78, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5260 67 Avenue NE
017-513-651	Strata Lot 79, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5250 67 Avenue NE
017-513-669	Strata Lot 80, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5240 67 Avenue NE
017-513-677	Strata Lot 81, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5230 67 Avenue NE
017-513-685	Strata Lot 82, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6690 51 Street NE
017-513-693	Strata Lot 83, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6670 51 Street NE
017-513-707	Strata Lot 84, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6660 51 Street NE
017-513-715	Strata Lot 85, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6650 51 Street NE

017-513-723	Strata Lot 86, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6640 51 Street NE
017-513-731	Strata Lot 87, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6630 51 Street NE
017-513-740	Strata Lot 88, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6620 51 Street NE
017-513-758	Strata Lot 89, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6610 51 Street NE
017-513-766	Strata Lot 90, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6611 51 Street NE
017-513-774	Strata Lot 91, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6621 51 Street NE
017-513-782	Strata Lot 92, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6631 51 Street NE
017-513-791	Strata Lot 93, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6641 51 Street NE
017-513-804	Strata Lot 94, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6651 51 Street NE
017-513-812	Strata Lot 95, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6661 51 Street NE
017-513-821	Strata Lot 96, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6671 51 Street NE
017-513-839	Strata Lot 97, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6691 51 Street NE
017-513-847	Strata Lot 98, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6721 51 Street NE
017-513-855	Strata Lot 99, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6731 51 Street NE
017-513-863	Strata Lot 100, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6751 51 Street NE
017-513-871	Strata Lot 101, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6771 51 Street NE
017-513-880	Strata Lot 102, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	6791 51 Street NE
017-513-898	Strata Lot 103, Section 32, Township 20, Range 9, W6M, KDYD, Plan KAS299	5021 68 Avenue NE

from R-1 (Single Family Residential Zone) to R-6 (Mobile Home Park Residential Zone), attached as Schedule "A".

2. SEVERABILITY

If any part, section, sub-section, clause of this bylaw for any reason is held to be invalid by the decisions of a Court of competent jurisdiction, the invalid portion shall be severed and

the decisions that it is invalid shall not affect the validity of the remaining portions of this bylaw.

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as **"City of Salmon Arm Zoning Amendment Bylaw No. 4486"**

READ A FIRST TIME THIS	22	DAY OF	November	2021
READ A SECOND TIME THIS	22	DAY OF	November	2021
READ A THIRD TIME THIS		DAY OF		2022
ADOPTED BY COUNCIL THIS		DAY OF		2022

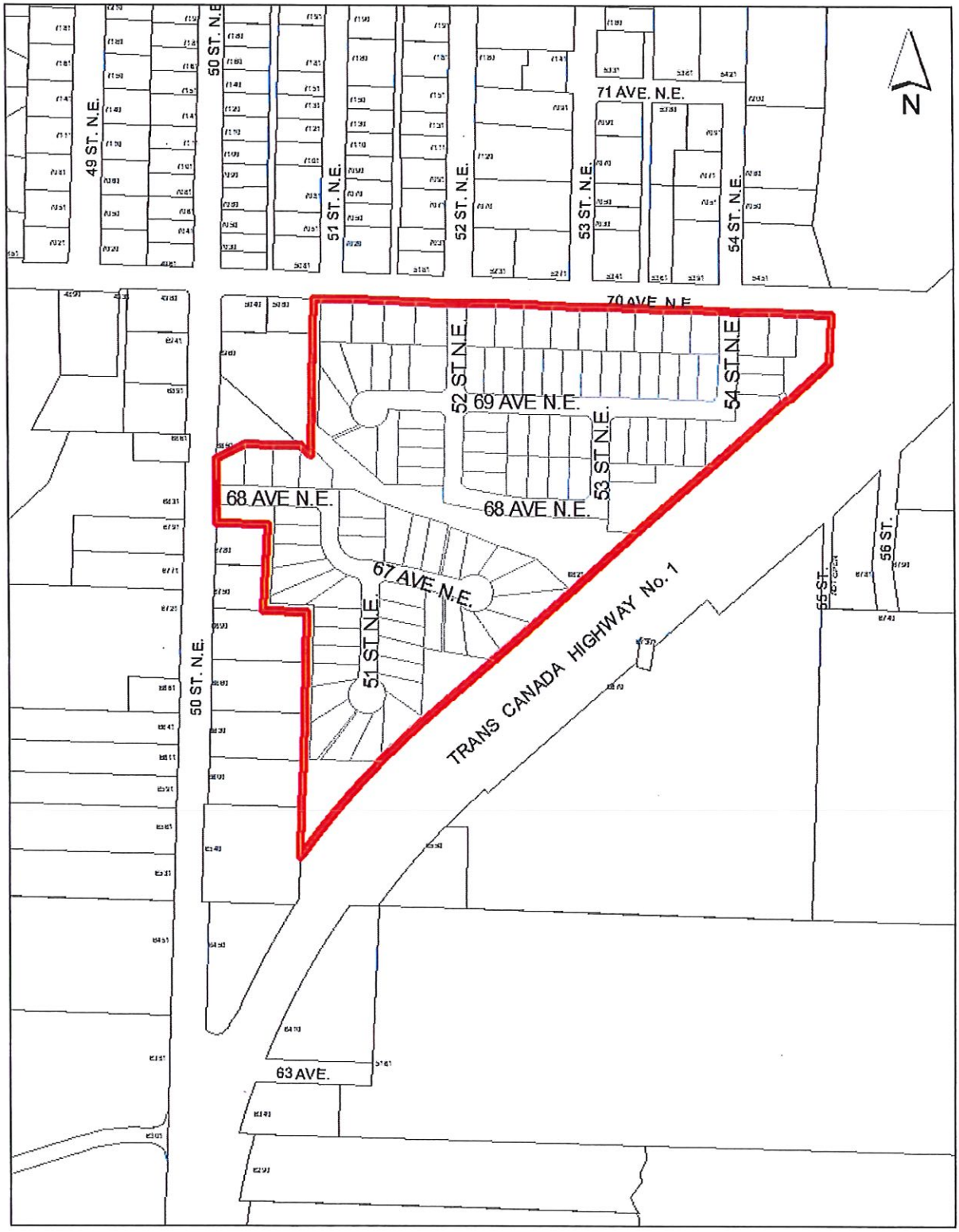
APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF 202

For Minister of Transportation & Infrastructure

MAYOR

CORPORATE OFFICER

SCHEDULE "A"


N
49 ST. N.E.
50 ST. N.E.
51 ST. N.E.
52 ST. N.E.
53 ST. N.E.
54 ST. N.E.
71 AVE. N.E.
70 AVE. N.E.
69 AVE N.E.
68 AVE N.E.
67 AVE. N.E.
63 AVE.
56 ST.
55 ST.
TRANS CANADA HIGHWAY No. 1

Item 24.4

CITY OF SALMON ARM

Date: August 23, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487 be read a third time.

[Text Amendment; Canoe Creek Estates]

Vote Record

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

  Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4487

A bylaw to amend Mobile Home Park Bylaw No. 1435

WHEREAS it is deemed advisable to amend "City of Salmon Arm Mobile Home Park Bylaw No. 1435";

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

1. "District of Salmon Arm Mobile Home Park Bylaw No. 1435" is hereby amended by the addition of the following:

   Section 3.3.1
   Mobile home spaces within Canoe Creek Estates shall be 250m² for single wide units and 500m² for double wide units.

   Section 3.3.2
   For mobile home spaces within Canoe Creek Estates (KAS299) the minimum width for a mobile home space is 9m (29.5 ft).

   Section 5.2.3
   (4) For mobile homes and additions within the Canoe Creek Estates (KAS299) development, no mobile home or addition shall be located closer than 3.66m from any other mobile unit or addition to existing units.

5. SEVERABILITY

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

6. ENACTMENT

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

7. EFFECTIVE DATE

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

8. This bylaw may be cited for all purposes as "**City of Salmon Arm Mobile Home Park Amendment Bylaw No. 4487** ".

READ A FIRST TIME THIS	22	DAY OF	November	2021
READ A SECOND TIME THIS	22	DAY OF	November	2021
READ A THIRD TIME THIS		DAY OF		2022
ADOPTED BY COUNCIL THIS		DAY OF		2022

MAYOR

CORPORATE OFFICER

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Item 26.

CITY OF SALMON ARM

Date: January 24, 2022

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of January 24, 2022, be adjourned.

Vote Record

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

Opposed:

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

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INFORMATIONAL CORRESPONDENCE – JANUARY 24, 2022

1.	W. Piccini – COVID-19	N
2.	B. Weicker, President, Shuswap Lifeboat Society – Letter of Support for the Construction of a Station 106 Shuswap Boathouse and Media Release dated January 17, 2022	N
3.	PR Committee, Shuswap Lifeboat Society – email dated January 19, 2022 – Annual Summary	N
4.	A. Morris, Salmon Arm Ecumenical KAIROS Committee – email dated January 19, 2022	
5.	I. Lee, BC Public Relations and Communications Advisor, BC Council, Girl Guides of Canada – email dated January 6, 2022 – Guiding Lights Across BC – Feb 22, 2022	A
6.	C. Robichaud, Legislative Clerk, Columbia Shuswap Regional District – letter dated December 21, 2021 – Shuswap Regional Airport Commission	N
7.	V. Isnardy, WildSafeBC Program Manager – email dated January 6, 2022 – WildSafeBC Community Program Application is now OPEN for 2022	A
8.	E. Vieira, Program Manager, Shuswap Watershed Council – email dated January 14, 2022 – Shuswap Watershed Council seeking volunteers to join Council as Community Representatives	A
9.	SILGA – 2022 January Newsletter	N
10.	Interior Health – Media Release dated January 13, 2022 – Interior Health expanding clinic availability for booster program	N
11.	M. Corfield, Chief Executive Officer, Corfield and Associates – email dated January 14, 2022 – Engagement on updates to British Columbia's Geographical Naming Principles, Policy and Procedures	N
12.	C. Lloyd, Senior Policy Analyst, Clean Communities/Environmental Standards Branch, Ministry of Environment and Climate Change Strategy – email dated January 18, 2022 – Local Government Guide for Bylaws Regulating Single-Use Plastics	N

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

[redacted]
Salmon Arm, BC
[redacted]

Dear

As a retired RN I am writing to you regarding your coverage of the Covid 19-Delta Variant. This variant is over 2X more contagious. The public needs to hear of the more aggressive symptoms it causes. The symptoms appear 2-14 days after exposure. It consists of body aches & pains, fevers, chills, extreme fatigue, extreme sore throat (resembling tonsilitus), head ache resembling migraines, loss of taste & smell, nausea, vomiting, stomach pain, diarrhea & shooting pain in limbs.

If it advances to pale grey or blue coloured skin, lips, or nail beds, trouble breathing, or pressure in chest, confusion, & inability to awaken or stay awake leads to hospitalizati

Complications include pneumonia or trouble breathing, organ failure in several organs, heart problems, acute respiratory distress syndrome (a severe lung condition that causes a low amount of oxygen to go through your bloodstream to your organ blood clots, acute kidney injury, viral or bacterial infections or death. This is not the influenza. Also, it would be helpfu

if the public had access to the statistics of the age breakdowns of the hospitalizations & deaths.
The public would possibly take Covid 19 more seriously.

Sincerely,
Mrs Wendy Piccini
retired RN
Salmon Arm, BC

PS. The symptoms, etc of the Omicron Variant should be published also when facts re: it are received.

Dear Supporter,

Letter of Support for the Construction of a Station 106 Shuswap Boathouse

Our Shuswap Lifeboat Society and Station 106 Shuswap membership are very appreciative of the Letter of Support you provided us last summer relative to our initiative to establish a floating rescue base -

- a purpose-built boathouse to safeguard two rescue vessels and associated operational equipment plus materials relevant to our public awareness programming and efforts.

As an update, we would like to advise that the Society has been successful in gaining the last part of our funding plan to construct the boathouse. An approved construction loan with Salmon Arm Savings and Credit Union, debt serviced by the Columbia Shuswap Regional Districts' "Search and Rescue Grant in Aid Service Bylaw No. 5193" over a 10-year period, will be combined with the Society's Restricted Funding held on account and a BC Community Gaming – Capital Projects grant completes our funding package.

A suitable site, viable for at least the next 10 years, was selected and secured with a Memorandum of Agreement.

We believe it was your letters of support that greatly enhanced our application. Again, on behalf of our Society and RCMSAR Station 106 (Shuswap), thank you for your support.

Yours truly,

Bruce

Bruce Weicker, President
Shuswap Lifeboat Society
Supporting RCMSAR 106 (Shuswap)

ROYAL CANADIAN MARINE SEARCH & RESCUE
Saving Lives on the Water

Cell: 250-833-8971
Website: www.rcmsar106.ca

I acknowledge my place of work is on the traditional, unceded territory of the Secwepemc people.

ROYAL CANADIAN MARINE SEARCH & RESCUE

Shuswap Lifeboat Society
PO Box 661 Sicamous, B.C. V0E 2V0
Supporting Station 106 Shuswap

MEDIA RELEASE
2022-01-17

Shuswap Lifeboat Society obtains $250,000 Grant for RCMSAR Station 106 Shuswap

In 2017, with arrival of the Fast Response Craft, Tolonen, the Society began discussing the necessity to safeguard the increasing assets of Station 106 and formed a committee to explore, plan, and recommend -

- a purpose-built boathouse to safeguard the two rescue vessels and associated operational equipment plus materials relevant to our boating safety awareness efforts and programming.

BC Community Gaming Capital Projects Program today announced a $250,000 funding grant towards establishing a boathouse facility – a Rescue Base – the culmination of a five year campaign of design, promotion, and fundraising.

This Grant is really appreciated and is the final component required for us to realize the construction of our facility.

Earlier this year, Salmon Arm Savings and Credit Union approved a construction loan for the Society, which will be debt serviced through funding provided by the Columbia Shuswap Regional District, furnished by the "Search and Rescue Grant-in-aid Service Amendment Bylaw No. 5827, 2021" over a 10 year period. The third aspect of the combined package are additional funds already held by the Society within a Restricted Account.

"This is a most exciting time for the Shuswap Lifeboat Society," says **President Bruce Weicker**. "Since we began ten years ago, we have had many achievements, but by far, realizing this modern Rescue Base is our greatest. It is so gratifying to acknowledge how the communities we serve have rallied behind this project, so greatly needed to enhance the level of service we perform and deliver across the Shuswap Lake system. Over the past five years, individuals, businesses, service clubs, and local governments have greatly contributed to our operations, and specifically the fundraising for our boathouse. We can't say "Thank You' enough, to all those who've contributed in so many ways to make this initiative a reality and help us at **Saving Lives on the Water**."

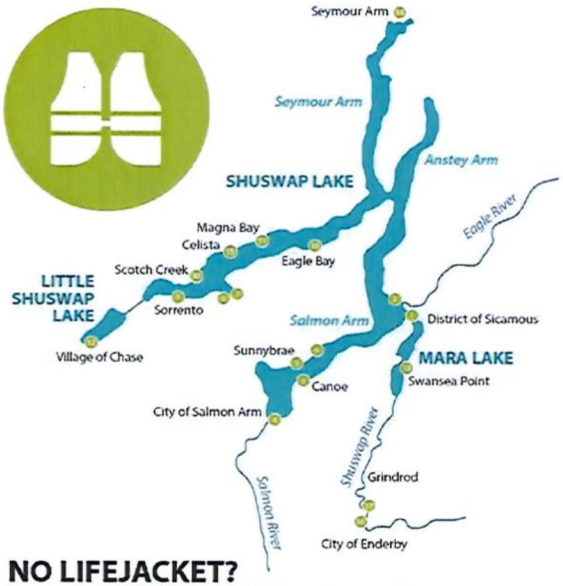
"Very excited we can centralize and finally protect our assets", adds **Rob Sutherland, the Station Leader** of #106 Shuswap, "amassed over 10 years, and now worth almost a million dollars. This facility will save thousands of dollars in maintenance costs and eliminate many hours of volunteers shovelling snow and ice to ensure our vessels can be activated at a moments notice. Training in winter will also benefit as crews will be able to complete static training inside. We have come such a long way since Station 106 was *Stood Up* in 2012."

A suitable site, viable for our next 10 years of service, has been secured with a Memorandum of Agreement with the Shuswap Lifeboat Society anticipating boathouse construction to commence in the summer of 2022.

For Further Details and Information, contact:

Bruce Weicker, Society President – Email: slspresident2020@gmail.com or Cell: 250.833.8971

- 30 -



NO LIFEJACKET?

You can borrow one for a child free-of-charge from a **Kids Don't Float PFD loaner station**, provided by the Royal Canadian Marine Search and Rescue, Station 106 Shuswap.

There are **18** PFD loaner stations located around the Shuswap!

1. Sicamous Boat Launch ..... Sicamous
2. Old Town Bay Boat Launch ..... Sicamous
3. Canoe Beach Park ..... Canoe
4. Downtown Salmon Arm Boat Launch ..... Salmon Arm
5. Sunnybrae Community Park ..... Sunnybrae
6. Herald Provincial Park ..... Sunnybrae
7. Harbour Road Boat Launch ..... Blind Bay
8. Sandy Beach Community Park ..... Blind Bay
9. Markwart Road Boat Launch ..... Sorrento
10. Shuswap Lake Provincial Park ..... Scotch Creek
11. Magna Bay Wharf Road Park ..... Magna Bay
12. Memorial Park Boat Launch ..... Chase
13. Oxford Road Lake Access ..... Swansea Point
14. Beswick Road Community Park ..... Seymour Arm
15. Bristow Road Boat Launch ..... Celista
16. *Coming in 2021:* Belvidere Park ..... Enderby
17. *Coming in 2021:* Tuey Park ..... Enderby
18. *Coming in 2021:* Shannon Beach ..... Eagle Bay

ROYAL CANADIAN MARINE SEARCH & RESCUE

SHUSWAP watershed council

IN CASE OF EMERGENCY
DIAL 911
ASK FOR AMBULANCE

CALL EARLY IN AN EMERGENCY

"THE SOONER THE CALL IS MADE, THE SOONER THE HELP ARRIVES"

HOW CAN YOU HELP?

Be a Volunteer - learn more on our website

www.rcmsar106.ca/volunteer with us

You can also support through a donation to help keep our crews trained, equipped, and response ready on a 24 hours per day, 365 days per year basis.

RCMSAR Station 106 Shuswap operates on funding assembled and administered by the Shuswap Lifeboat Society, which is a CRA registered charitable organization.

DONATE NOW THROUGH CanadaHelps.org

Search - **Shuswap Lifeboat Society Donate**

Or you could also mail your donation to –

Shuswap Lifeboat Society,
Box 661,
Sicamous, BC V0E 2V0

For more information:
Visit: **www.rcmsar106.ca**
Email: **station106@rcmsar.com**

"SAVING LIVES ON THE WATER"

RCM•SAR

ROYAL CANADIAN MARINE SEARCH & RESCUE

STATION 106 – SHUSWAP

Shuswap Lifeboat Society

Serving the Shuswap Region since 2012

"SAVING LIVES ON THE WATER"

WHO WE ARE

A volunteer based Search and Rescue (SAR) service for both Shuswap Lake and Mara Lake, operating 24 hrs per day, 7 days a week, with two vessels dedicated to *"Saving Lives on the Water"*. Formed in 2012, Station 106 was the first, and still is, only RCMSAR base established on inland waters in BC.

WHAT WE DO

Our Search and Rescue skills and resources make our Station a crucial and vital component of the "emergency response toolkit" in the Shuswap, essential for medical calls to incidents on water, and for residents of lake access only properties.

Our SAR taskings include boats in distress or overdue, persons missing off a vessel on water, and vehicles off road into the lake. Our vessels have assisted structural and wildland firefighters with transport of equipment and personnel to fires in remote areas. In large scale emergencies, vessels and crews are able to deliver Evacuation Notices to citizens for the Local Government Authorities.

ABOUT OUR TRAINING

Our crew are trained to Standards established by the Canadian Coast Guard for SAR operations and adopted by RCMSAR for the Province of BC. Training includes boat handling in close quarters, basic seamanship, emergency procedures, radar, gps navigation, chartwork and buoyage, first aid, cold water survival, and search and rescue skills.

Coxswains (vessel captains) also receive training in resource management, leadership concepts, delegation, and risk analysis. Restricted visibility navigation and advanced electronic charting are taught and assessed at the provincial RCMSAR Training Centre's Fast Response Craft simulator.

HOW ELSE WE HELP

Augmenting the Search and Rescue mandate, our members readily promote water and boating safety awareness to all ages across the Shuswap.

Volunteers will setup and staff a display on safety in and around the water with advice to ensure a safe day while recreating in the Shuswap. All we need is an invitation - email us.

THE SCHOOL PROGRAM

Bobby the Safety Boat visits Grade 2 & 3 students at schools, explaining what our boats do to keep people safe, and emphasize 6 water safety rules.

LIFE RING STATIONS

A Life Ring or Life Buoy is a life saving device intended to be thrown out to a person in the water, providing buoyancy to prevent drowning. Station 106 installs sponsored Life Rings at selected beaches and docks.

KIDS DON'T FLOAT KIOSKS

Our Station maintains approximately 20 Kiosks containing Personal Flotation Devices for children to borrow while swimming or boating. Kiosks are across the Shuswap, check out the map overleaf.

January 19, 2022

Hello Everybody -

On behalf of -

Bruce Weicker, President of the Shuswap Lifeboat Society, and

Rob Sutherland, Station Leader for Royal Canadian Marine Search and Rescue #106 Shuswap

Please find attached our annual summary of 2021 noteworthy accomplishments by both entities.

The Station responsible for operations - missions, training, boating safety efforts - listed on the left, and Society, the business entity that funds and supports the Station's mandate, on the right side.

Embedded you will note links which will enable you to reach our Website for more information.

Thank You very much for your support during this past year, and we wish you all the best in 2022.

PR Committee
Shuswap Lifeboat Society

ROYAL CANADIAN MARINE SEARCH & RESCUE
Saving Lives on the Water
Station 106 • Shuswap

Shuswap Lifeboat Society
Box 661 Sicamous, B.C. V0E 2V0
Business Entity of Station 106

Our Accomplishments During 2021

Another extraordinary year for our volunteers, with ever changing Covid Guidelines, that once again challenged us to provide many proactive Boating Safety programs.

RCM·SAR Station 106 Shuswap (the operations)

40 missions this year, and the **2nd busiest RCMSAR station in B.C.** Our first mission on January 10th saw Tolonen **breaking 1" thick ice** to access the wharf. Mission #40 was on November 24th – both medical emergencies up in Seymour Arm. Our **21 volunteers contributed 4779 volunteer hours** in 2021, while **saving 4 lives** and **assisting 29 others in need of aid**.

We completed **98 on-water training exercises** and **48 classroom (online virtual) sessions** to maintain our operational proficiency. Our crew also attended four In Person courses to either attain or maintain certification, i.e. SVOP, F.A./CPR with TE, ROC (M). As well, three additional Coxswains successfully completed Bridge Resource Management Training to enhance their crew and mission supervisory skills. Navigators undertook advanced Radar, FLIR, and Search Patterns with an in-house designed course.

A **new Water Safety initiative** during 2021 saw 10 Life Ring stations established - RCMSAR Life Ring Stations Improve Safety Soon after the Sicamous Sands Beach install, a citizen used a Life Ring to save a tired swimmer from the current.

The Canadian Coast Guard Auxiliary National "Operational Merit Medal" was awarded to six members of our crew for exemplary life saving efforts on a mission in 2020. A perfect example of Joint Incident Command, where our crew were instrumental for the patient making the Golden Hour

442 Transport and Rescue Squadron and Station staged a 1st "exercise" together. A Buffalo from CFB Comox dropped survival kits with amazing accuracy, then SAR Technicians parachuted down into the lake, to provide emergency care on our mock casualties.

May 19th, 2022, is our **10th Anniversary** serving the Shuswap; **> 30,700 Volunteer Hours** to end of 2021.

Rob Sutherland, Station Leader, Station #106

Shuswap Lifeboat Society (the financial support)

Writing or saying **Thank You** to OUR SUPPORTERS at times just **does not feel adequate or enough.** But, this generosity, whether from government, citizens, community associations, service clubs or businesses enables the Station and crews to perform the needed life saving emergency responses. **Our volunteers are so grateful for this ongoing support over last 10 years.**

Our Society received terrific news over the holidays – the **BC Community Gaming *Capital Projects* Program** approved a **$250,000 grant** towards our Rescue Base. Our five years of fundraising has been set aside in a **Restricted Account,** waiting for the project to begin. **Columbia Shuswap Regional District** have supported this initiative with the debt servicing costs of our loan with the **Salmon Arm Savings and Credit Union.** Our Funding Package is now complete. Construction is anticipated to start in summer of 2022. Learn More

Three new Kids Don't Float kiosks were funded in 2021, a total now of 18 kiosks. City of Enderby sponsored two along the Shuswap River, and Eagle Bay community groups sponsored one for Shannon Beach, which our volunteers installed. Where are those 18 kiosks?

BC Community Gaming funded new **navigation stations for Rescue One** to match Tolonen. The federal **Boating Safety Contribution Program** funded the **construction** of **10 Life Ring stations,** along with the **City of Salmon**, through the Covid Restart program, funding **additional PPE, sanitizer, and 2 years of Zoom.**

Our Social Media presence has increased with **958 followers on our Facebook Page** now. On average, our posts reach 2,000 to 5,000 persons. **One post** about the vessels creating safety zones for B.C. Wildfire aircraft to obtain fire fighting water **reached 190,000 persons.**

For more information on how our Society supports Station #106, check out our Website. Learn More

Bruce Weicker, President, Shuswap Lifeboat Society

From: Anne Morris <[redacted]
Sent: January 19, 2022 4:45 PM
To: Alan Harrison <aharrison@salmonarm.ca>
Subject: The Open Letter to the States Parties to the Non-Proliferation Treaty

His Worship Alan Harrison
City Hall
Salmon Arm

Good afternoon, Alan,

I am writing further to my letter of January 7 to Council concerning the **Open Letter to the States Parties to the Non-Proliferation Treaty, titled, 'Fulfill the NPT: From Nuclear Threats to Human Security.** The Open Letter is currently being circulated globally for endorsement by individuals and organizations.

I understand that Council felt unprepared to take action at the January 10th Council meeting on our request for your endorsement of the Open Letter on behalf of Salmon Arm City Council. I am thus writing now to provide some context, and to encourage your personal endorsement of the Open Letter.

The nuclear weapons Non-Proliferation Treaty (NPT) of 1970 is the bedrock of the international effort to prevent the spread of nuclear weapons. Under the NPT, the original five nuclear-weapon countries agreed to eliminate their nuclear weapons "at the earliest possible moment," while those that do not possess nuclear weapons pledged ***not to acquire them***.

At five-year intervals, there is a Review Conference by the United Nations to determine what progress has been made. The 2020 Review Conference, postponed several times because of COVID-19, is scheduled to take place in August at the United Nations in New York.

Since the NPT went into effect, four more countries have acquired nuclear weapons. The nuclear weapon States Parties to the NPT continue to threaten each other and the world with nuclear weapons, maintain options to launch a nuclear war (i.e., first-use of nuclear weapons), while spending billions of dollars modernizing and deploying their nuclear weapons.

As a result, the NPT is in danger of being abandoned by the growing number of non-nuclear-weapon States that question whether the nuclear-weapon States will ever forgo their nuclear weapons. Without some progress towards the NPT goal of nuclear weapons elimination, certain Middle East non-nuclear nations will inevitably conclude that they have no choice but to seek nuclear weapons for themselves.

It is thus extremely important that progress be made at the NPT Review Conference in August towards the goal of eliminating nuclear weapons. The Open Letter to the NPT States Parties is a global citizens initiative towards ensuring progress and the survival of this crucially important Treaty. Specificaly, 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, as well as signalling to the world that progress is being made towards the NPT goal.

Salmon Arm City Council acknowledged the importance of the NPT in 2020 when it adopted a motion to write to the Prime 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 when it comes up for Review at the United Nations in the coming months".***

I strongly encourage you to add your name to the 700+ persons who have already endorsed the Open Letter. The **deadline for endorsements is Friday, January 21st.** Here is the link to the Open Letter and the Endorsement form:
https://nofirstuse.global/fulfil-the-npt-from-nuclear-threats-to-human-security/

Respectfully yours,

Anne Morris
Salmon Arm Ecumenical KAIROS Committee
[redacted]

Barb Puddifant

From: BC PR & Communications Adviser <bc-prcomm@girlguides.ca>
Sent: Thursday, January 6, 2022 9:14 PM
To: Barb Puddifant
Subject: Guiding Lights Across BC - Feb 22 2022

Hi Mayor and Council,

On behalf of Girl Guides of Canada's British Columbia Council, I am writing to **ask for your support for girl empowerment in BC this February 22, by lighting up your building(s) with exterior lighting or interior window lights in the colour blue**. Blue is the well-known colour of Girl Guides and girls/women in BC have worn their blue Girl Guide uniforms with pride for many generations. Last year we had 85+ landmarks across the Province light up blue!

Every year on February 22, Girl Guides celebrate World Thinking Day, a day of international friendship. It is an opportunity to speak out on issues that affect girls and young women, celebrate the founding of Girl Guides, and be connected to the 10 million members around the world who are part of the Guiding movement.

Here in British Columbia, we have thousands of girls and women who are members of Girl Guides of Canada. We have Girl Guide programs in nearly every community in BC, and our girls/volunteers light up their communities year-round through leadership, community service, and efforts to create *a better world, by girls*. Girls typically participate in annual Thinking Day activities held on/around February 22. Due to the continuing effects of COVID-19, our usual large gatherings, campfire singalongs, community events, special camps, and other activities are impacted, and so this year will again look different than usual.

For Thinking Day 2022, we will be celebrating in a way that is COVID-friendly, keeps our communities safe, and brings a smile to the faces of girls, families, volunteers, and the public: **Guiding Lights Across British Columbia**. This community initiative will light up outdoor landmarks, bridges, buildings, stadiums, and other illuminated locations, with blue lights, in celebration of the sisterhood of Guiding across BC and beyond, on February 22. A map of previous participating locations can be found at www.girlguides.ca/guidinglightsacrossbc

We will be mobilizing our members to admire these lit-up sites in ways that comply with COVID-19 rules (both from public health authorities and Girl Guides' own member safety protocols) in effect at that time, posting photos on social media, emailing our members with info about how to participate, and more. We are excited for this open-air opportunity that will enable everyone to safely celebrate.

Our Girl Guide members and broader network of supporters would be thrilled to have your landmarks lit up as part of Guiding Lights Across British Columbia, and to highlight your participation as part of this province-wide event. Please contact us at bc-prcomm@girlguides.ca to confirm your ability to participate in this February 22, 2022, activity.

Thank you for your support for Guiding in BC!

Isabella Lee (she/her) | BC Public Relations and Communications Adviser
BC Council, Girl Guides of Canada

bc-prcomm@girlguides.ca/ (cell) 778-677-6452
I respectfully acknowledge that I live and work within the ancestral, traditional, and unceded territory of the Songhees, Esquimalt, and W̱SÁNEĆ Nations.

Girl Guides

Everything she wants to be.

COLUMBIA SHUSWAP REGIONAL DISTRICT

555 Harbourfront Drive NE, PO Box 978, Salmon Arm, BC V1E 4P1
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csrd.bc.ca

December 21, 2021

File No: 0230 20

Sent by Email: ejackson@salmonarm.ca

Erin Jackson, Director of Corporate Services
City of Salmon Arm

Re: Shuswap Regional Airport Commission – CSRD 2022 Appointments

At the December 9, 2021 Regular Board meeting the Columbia Shuswap Regional District (CSRD) Board appointed the following Directors to represent the CSRD on the Shuswap Regional Airport Commission for 2022.

PAUL DEMENOK
Cell: 250.517.0810
Home: 250.675.4349
Email: pdemenok@csrd.bc.ca

RENE TALBOT
Cell: 250.517.7469
Home: 250.379.2585
Email: rtalbot@csrd.bc.ca

RHONA MARTIN
Cell: 250.517.9471
Home: 250.836.4509
Email: rmartin@csrd.bc.ca

TERRY RYSZ
Cell: 250.253.6655
Bus: 250.836.2477
Email: trysz@csrd.bc.ca

Please copy any correspondence sent to the above mentioned appointees to the Columbia Shuswap Regional District by email CorpAdmin@csrd.bc.ca.

Yours truly,
COLUMBIA SHUSWAP REGIONAL DISTRICT
Per:

Crystal Robichaud
Legislative Clerk

cc: Paul Demenok, Electoral Area C Director
Rene Talbot, Electoral Area D Director
Rhona Martin, Electoral Area E Director
Terry Rysz, District of Sicamous Director

12.1.6

Barb Puddifant

From: Vanessa Isnardy <visnardy@bccf.com>
Sent: Thursday, January 6, 2022 11:42 AM
Subject: WildSafeBC Community Program Application is now OPEN for 2022

Hello from the BC Conservation Foundation team,

The BC Conservation Foundation (BCCF) is inviting communities interested in a WildSafeBC Community Program to apply by February 1, 2022. If you had a program in 2021, you may have already received an email earlier this week.

About the WildSafeBC Community Program

WildSafeBC is the provincial leader in preventing conflict with wildlife through collaboration, education and community solutions. It has evolved out of the highly successful Bear Aware program and is managed and delivered by the British Columbia Conservation Foundation (BCCF), a registered charity and not-for-profit.

In 2021, the WildSafeBC Program was delivered through 28 community programs to over 150 communities, First Nations and regional districts throughout BC. These local programs are led by a part-time community coordinator that is hired, trained and supervised by BCCF. These annual contracts typically run from April/May to November and include a minimum of 420 contract hours. Local coordinators are responsible for delivering the WildSafeBC Community Program by working closely with their community liaison(s) and local Conservation Officers. An annual report, summarizing the program's activities, is made available each year on our website.

How the Program is Funded

The WildSafeBC Program currently applies for funding from the Provincial Government, Columbia Basin Trust and support by BCCF. The amount BCCF receives annually varies and is not guaranteed. Communities that apply for a WildSafeBC Community Program will automatically be considered for additional funding support if available and the amounts depend on a variety of criteria. Combined with community funds, the total program budget is used to pay for local program delivery including: coordinator salary and benefits, mileage and office expenses, toolkit education materials and program administration, coordinator training and supervision.

The WildSafeBC Community Program application process is competitive as BCCF receives more requests than funds available. Applicants can strengthen their application in a number of ways:

- Provide support to the local coordinator with local in-kind resources (office space/phone)
- Complete Bear Smart Community program criteria.
- Apply with increased funds either directly or with other partners.

Application Process

Communities apply in the month of January of every year with a minimum of $4,000 in community funds in order to have a local coordinator deliver the WildSafeBC Community Program. If their application is successful, and primary funding is secured, their contribution will be augmented by a funding grant to deliver a minimum 420 hour Program.

To apply for this program, and potential funding grant, please complete the application form found here and email it to bc@wildsafebc.com by **February 1st at noon**. Please complete and submit the form, even if you are not relying on a grant (fully self-funded). If you have questions regarding the form, need guidance on levels of required funding, or would like to determine a WildSafeBC Community Program budget, please contact us by email to set up a time.

Key Dates in 2022	Description

12.1.7

January 3rd	Application intake is open
February 1st	Applications are due at noon PST – email to bc@wildsafebc.com
March 31st	Community Program Applicants are notified
April 11th	Typical start date for returning WildSafeBC Community Coordinators
April 30th	Community Program funding payments are due for the community's portion of their contribution
May 9th – 12th	WildSafeBC New Community Coordinator Training
May 16th	New coordinators begin working in their communities
November 30th	Typical Program End Date

Thank you for your interest and support of WildSafeBC and our mission to keep wildlife wild and communities safe.

Vanessa Isnardy, BSc
WildSafeBC Program Manager
"Keeping Wildlife Wild and Communities Safe"

250.828.2551 x110
bc@wildsafebc.com | www.wildsafebc.com
Find us on Facebook, Instagram and Twitter @wildsafebc
The BC Conservation Foundation's WildSafeBC Program respectfully acknowledges that we operate on the traditional territory of many Indigenous Peoples throughout British Columbia

To report wildlife in conflict please contact the Conservation Officer Service 1.877.952.7277

Barb Puddifant

From: Erin Vieira <EVieira@fraserbasin.ca>
Sent: Friday, January 14, 2022 11:36 AM
Subject: Shuswap Watershed Council seeking volunteers to join Council as Community Representatives
Attachments: SWC_MediaRelease_CommunityRepresentatives_7Jan2022_SF_ERT.pdf

Hello,

Happy new year to all! The Shuswap Watershed Council is seeking up to four Shuswap residents to join the SWC membership as Community Representatives. The terms for these positions are for up to three years, beginning on April 1st. Those interested are invited to visit the SWC website (www.shuswapwater.ca) to learn more. To apply, fill out the 'Expression of Interest' form that is posted online and submit it to SWC staff by email or mail by February 18th.

This is a volunteer opportunity (no remuneration) although compensation is provided for travel expenses related to attending SWC meetings. (Note: the SWC has been meeting virtually for a year and a half, it will resume meeting in person when it is safe to do so). Becoming a Community Representative is a great way to provide input and direction to the SWC's work. Community Representatives are expected to attend meetings on a quarterly basis (4x per year). A full description of the positions is on our website, along with supporting documents about our work that we encourage prospective applicants to review.

Short-listed applicants will be invited to the next SWC meeting, on March 9th, so that the SWC can meet with them individually prior to final selection of Community Representatives.

Please feel free to share this opportunity with your network or membership, and let me know if you have any questions.

Kind regards,

~~

Erin Vieira, BNRS
Program Manager
Shuswap Watershed Council
c/o Fraser Basin Council
200A – 1383 McGill Road
Kamloops, BC V2C 6K7
Secwepemc'ulecw (territory of the Secwepemc Peoples)
250 314-9660
evieira@fraserbasin.ca (NOTE: updated e-mail address)
www.shuswapwater.ca

SHUSWAP watershed council

c/o Fraser Basin Council
200A – 1383 McGill Road
Kamloops, BC V2C 6K7
250.314.9660
www.shuswapwater.ca

MEDIA RELEASE

15 January 2022 - for immediate release

Shuswap Watershed Council seeking Community Representatives

The Shuswap Watershed Council (SWC) is inviting residents of the Shuswap to join the SWC membership as a Community Representative. Up to four positions are available, for up to three-year terms, beginning in April 2022.

Currently, the SWC membership consists of representatives from the Columbia Shuswap Regional District, Thompson-Nicola Regional District, Adams Lake Indian Band, City of Salmon Arm, District of Sicamous, Regional District of North Okanagan, BC Ministry of Environment & Climate Change Strategy, and BC Ministry of Agriculture, Food & Fisheries. There are also three community representatives whose terms will be complete at the end of March. The diverse membership of the SWC enables input, perspectives, and collaboration of various organizations across the Shuswap watershed.

The role of SWC members is to provide direction and oversight for the delivery of the SWC's programs for water quality, safe boating and recreation, aquatic invasive species prevention, engagement and communications, and advocacy. Along with other SWC members, Community Representatives are required to attend SWC meetings on a quarterly basis (four times per year).

"Community Representatives should live or work in the Shuswap, and have a keen interest in protecting and maintaining the water quality in the Shuswap," says Erin Vieira, program manager for the SWC.

The positions are volunteer, but expenses associated with attending meetings in-person would be compensated. However, Vieira says the Council has been meeting virtually since 2020 and it isn't yet known when they will resume meeting in person.

A full description of the Community Representative positions is available on the SWC's website, www.shuswapwater.ca.

The positions will be filled through a process of application and evaluation. Anyone interested in applying is invited to fill out and submit an Expression of Interest form (available on the SWC's website). The deadline for submitting an application is February 18th 2022.

-30-

About: The Shuswap Watershed Council is a watershed-based partnership organization that works on water quality and safe recreation in the Shuswap.

Contact: For more information, please contact Erin Vieira or Mike Simpson c/o the Fraser Basin Council in Kamloops at 250 314-9660 and visit www.shuswapwater.ca.

SILGA

2022 January Newsletter

Winter in Gold Bridge

2022 SILGA AGM and Convention, Salmon Arm BC April 26th – 29th

Prestige Harbourfront Resort, Salmon Arm, BC

Exciting news! We're still on target for an in-person AGM and Convention. While it may be run a little differently this year, we've got a fantastic line up of speakers and panels to educate and bring awareness to topics key to local governments. We will wait to open up registration until later in February, pending any new PHOs. Vaccination passports and masks will be mandatory at this event.

Our Keynote Speaker is CBC personality Jesse Wente. Mr. Wente has appeared on CBC Radio's Metro Morning as film and pop culture critic for 20 years. He's currently Chair of the Canada Council for the Arts and he previously served as Director of Film Programmes at TIFF Bell Lightbox, where he oversaw theatrical, Cinematheque and Film Circuit programming. A self-described 'Ojibwe dude' with a national and international lens, he encourages audiences to consider diversity and inclusion into the future view of their organization, industry and country.

Tours: Innovation Centre/Food Hub, Art Gallery and Robotic Dairy Farm
Panels: Movie Industry, Attainable Housing, Integrated Project Management
Speaker Topics: Wildfire Communications, Airport Service Development, Organization Resilience, Liability and Evacuations (legal), Flood and/or Fire Mitigation, Cultural Mapping.

SILGA Deadlines/AGM information

February 1st	Community Excellence Awards
February 25th	Nominations for SILGA Board
February 25th	Resolutions for AGM
April 26th-29th	SILGA AGM and Convention, Salmon Arm

Late Resolutions: Please note that at the 2022 SILGA AGM only emergent resolutions of a regional nature as determined by the Resolutions Committee will be accepted for debate and that a rationale must be included in the submission as to why the resolution is emergent.

BC Achievement Foundation

The 2022 Community Award is open for nominations! Now, more than ever, we are grateful for those who lead the way, showing us the importance of strong, engaged communities. Communities where we care for each other. Deadline is January 31st and for more information on how to nominate click here.

Seeking candidates for the SILGA Board of Directors

Are you interested in joining a regional local government board that focusses on advocacy and education for mayors, councillors and directors?
Contact the SILGA office @ yoursilga@gmail.com for more information and how to apply.

Hell or High Water Benefit Concert for Flood

March 13th

This online concert will raise money for the people of the fire and flood ravaged communities in BC, including the most devastated areas of Merritt, Lytton, Princeton and Abbotsford.

Proposed Internet Infrastructure for the Coq

Shaw and Rogers are working together to build a new high-capacity fibre optic line from Hope to Kamloops following Highway 5 (Coquihalla). The new fibre will improve access to broadband services, including high speed internet service, cellular service along the highway and public WiFi at rest stops. The new high-capacity fibre optic cable is being designed as an Open Access Network, where local governments, First Nation communities and local service providers will have the opportunity to access the fibre to deliver new services to residents and businesses.

This new fibre will provide underserved communities like Lac Lejeune, Nicola, Brookmere, Kingsvale and Coquihalla Summit Recreation Centre the ability to access to the fibre optic cable to help provide high speed internet and other broadband services, like video streaming, phone and access to new business products. It will also promote safety and improve access to emergency services along the corridor.

SILGA Student thoughts from the 2021 UBCM Convention

In his report to the SILGA Board, Jacob Wilson, a Grade 11 student from Sahali Secondary in Kamloops, thanked SILGA for allowing him to attend the virtual convention. A computer nut, he was very interested in the cyber security presentation and the best practices to prevent an attack from happening. He now has a greater appreciation for the role of local governments and how they can improve the lives of their citizens, along with the interconnectivity of different levels of government.

If your community has a deserving student that wants to attend the 2022 UBCM convention, the nominations will open in April. All the information on how to nominate a student and the criteria for selection can be found here.

Pathways to Action on a BC Watershed Security Fund

The need for major investments in B.C.'s watershed security has never been more urgent. Catastrophic flooding following a summer of historic drought and forest fires has brought to light the serious challenges we are collectively facing. Local governments, Indigenous nations, and stewardship groups have long called for increased provincial government support to conserve, protect and restore our shared watersheds.

With its current mandate, the B.C. government is committed to creating a B.C. Watershed Security Fund. Broader public consultations about the Fund are about to be launched.

The webinar, hosted by Climate Caucus, will share proposed directions for the Fund from a new paper released by the Sustainable Funding Working Group, an independent group of Indigenous and non-Indigenous experts. It will provide an opportunity for interactive discussion between participants and members of this Working Group on the importance of the Fund and its potential to be a game-changer for watersheds and community health and security into the future. Webinar is on February 25th at 3.00 pm.

Link to the Invitation to the Webinar

Some Convention fun to look forward to!

1. 9 holes of golf -Executive course Salmon Arm Golf Club
2. Tours of Cideries
3. Pub night

AND Reach for the Top – LG vs LG

Get your team together to see who is the smartest!

Community Excellence Awards

Are you proud of your community or regional area's accomplishments? Would you like it to be recognized at our convention and more broadly through social media and the news?

To promote the environmental, social, and economic well being of our member communities and to share ideas and best practices throughout the SILGA area, we have created awards to showcase a community in each of these categories. To nominate your local government, please provide a letter describing a fantastic project, event, or activity that you are proud of. A winner will be chosen in each category and presented an award during our AGM. Submissions from previous years may be used again. Deadline is February 1st.

Interior Health

BRITISH COLUMBIA

For Immediate Release | January 13, 2022

PUBLIC SERVICE ANNOUNCEMENT

Interior Health expanding clinic availability for booster program

IH WIDE – Interior Health is expanding COVID-19 immunization clinic capacity throughout the region to make it easier for more people to get their booster dose as soon as they are eligible.

This month, larger immunization clinics are opening in Williams Lake, Kelowna, Nelson, Castlegar, Trail and Cranbrook, while clinics in several other communities are extending hours and adding more appointments at their current locations. Pharmacies across Interior Health are also adding more appointments.

"Interior Health is grateful to our community partners who are once again stepping up to provide clinic space," said Susan Brown, president and CEO of Interior Health. "With pharmacies also offering appointments, people across our region have more options to book their booster appointments as soon as they are able."

Everyone aged 18+ will receive an invitation to book their appointment for a booster dose of the COVID-19 vaccine approximately six months after the date of their second dose.

Pregnant people 18+ can get a booster dose eight weeks after their second dose. To book an appointment, they can call the call centre at 1-833-838-2323 and self-identify as pregnant. COVID-19 vaccines are safe to receive at any point in pregnancy.

"Receiving a COVID-19 booster dose is a safe and effective way to protect yourself and your community from COVID-19," said Dr. Sue Pollock, interim chief medical health officer for Interior Health. "With increased COVID-19 activity across the Interior, getting your booster dose is a critical step you can take to reduce your risk of hospitalization and to preserve capacity in the health care system."

Booster doses are by appointment only. Once you receive your invite by email or text you will be able to book your appointment. People who still need their first or second dose can drop in or also make an appointment.

For a full list of Interior Health clinics and more information on getting booster doses, first and second doses, and children age five to 11 vaccines visit: https://www.interiorhealth.ca/health-and-wellness/disease-outbreaks/covid-19/immunization-clinics

For information on how to book a COVID-19 vaccine appointment, visit www.getvaccinated.gov.bc.ca or call 1-833-838-2323.

- 30 -

From: Corfield & Associates <corfieldandassociates@gmail.com>
Sent: Friday, January 14, 2022 8:43 AM
Subject: Engagement on updates to British Columbia's Geographical Naming Principles, Policy and Procedures

Dear Elected Officials and CEO,

I am sharing an invitation from the BC Geographical Naming Office of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to attend an upcoming virtual engagement session. Corfield and Associates have been contracted to facilitate the sessions.

Please register an individual from your organization (Mayor, Elected Councillors, CEO, Lands Manager) to participate at corfieldandassociates@gmail.com for the engagement session of your choice.

Our team will confirm your registration, send you the log-in details, and send the reading materials for the event.

Thank you in advance for your participation,

Michelle Corfield, DM, MA, BA
Chief Executive Officer,
Corfield and Associates

BRITISH COLUMBIA

January 13, 2022

Ref: 269202

Mayors and Regional District Chairs of British Columbia

Attendees of the December 2021 Regional Meetings with Minister Josie Osborne and Minister Murray Rankin

Dear Mayors and Chairs:

Happy New Year 2022!

Thank you for taking the time to join Minister Josie Osborne and Minister Murray Rankin for the December 2021 regional meetings. As Minister Osborne and Minister Rankin said, these meetings continue to be a great opportunity to hear from you about key issues and initiatives in your communities.

The December meetings were focused on Indigenous relations and reconciliation. We very much appreciated the opportunity to hear from local governments about all the great work that is taking place to advance reconciliation and build meaningful and lasting partnerships with Indigenous communities.

Many local governments shared examples of collaboration including working together on cultural, arts and heritage projects, developing service agreements and MOUs, and incorporating Indigenous languages into signage and public spaces, to name a few. The Province acknowledges and supports the work local governments are doing to build relationships with Indigenous peoples and looks forward to hearing about future initiatives in this regard.

Inclusive Regional Governance

In the province's Draft Action Plan on the Declaration on the Rights of Indigenous Peoples Act, the Ministry of Municipal Affairs has committed to supporting inclusive regional governance by advancing Indigenous participation in regional district boards. Interest on this has been building for some time and several regional districts and First Nations are keen to see this advance. We are looking forward to engaging on this in the near future.

Ministry of Municipal Affairs Local Government

Mailing Address:
PO Box 9490 Stn Prov Govt
Victoria BC V8W 9N7
Phone: 250 356-6575
Fax: 250 387-7973

Location:
6th Floor, 800 Johnson Street
Victoria BC V8W 1N3

www.gov.bc.ca/muni

Other actions to support reconciliation

Given the feedback on the draft plan, government is considering other possible actions to add, to support reconciliation at the local level. The idea of working on new approaches and practices to local government name changes, in those circumstances of negative colonial context, is one of many ideas under consideration.

Finally, we heard clearly that local governments have questions on their role in supporting the implementation of the articles of the UN Declaration and the TRC calls to action, on their responsibilities with respect to DRIPA, and what that means for their evolving relationships with First Nations and Indigenous people. We are working on new guidance and encouraging the sharing of best practices you are already undertaking. We will continue to collaborate with UBCM.

Please share examples of recent initiatives or resources in your community for building relations with First Nations and Indigenous people by emailing relations@civicinfo.bc.ca to have the resources or news releases of them added to the Joint Indigenous and Local Government Initiatives and Relations library to inspire and support other local governments.

Provincial State of Emergency – catastrophic flooding

The Provincial State of Emergency with respect to catastrophic flooding has been extended until end of day **January 18, 2022** due to the continued need for public safety measures under the *Emergency Program Act* and ongoing repairs to critical infrastructure.

Travel restrictions are currently still in place, including on Highway 1, Highway 5 (Coquihalla), and Highway 99. Note that the DriveBC home page is the most current source of highway conditions.

COVID 19 – Update

PHO Gatherings and Events Order – application to local governments

The December 22, 2021 Provincial Health Officer (PHO) Gatherings and Events Order exempts local governments (including meetings and public hearings) from the Order. It is our understanding that there is no intention for any additional restrictions for local government meetings, including restricting in-person attendance at open meetings. Accordingly, local governments can decide whether to hold electronic meetings if it is authorized in their procedure bylaw.

Local governments' decisions around electronic or in-person public attendance will depend on the unique circumstances in each community. Based on individual community needs, this could include a hybrid of virtual and in-person attendance at meetings. Local governments are encouraged to review their meeting rules and update them accordingly.

With the end of the Provincial State of Emergency, and expiration of the previous exceptional orders made under *Emergency Program Act*, no legislative authority exists to allow the Minister to issue a Ministerial Order (or any other legislative tool) to override public presence at open meetings (including providing a place for the public when electronic meetings are held). Local governments that choose to

have electronic meetings as authorized in their procedure bylaw are therefore required to provide a place for the public to attend to hear or watch meetings.

I would encourage local governments to consider enhanced safety measures where in-person attendance is required to support the health and safety of staff and the public.

COVID-19 Safety Plans

On January 7, 2022 Dr. Bonnie Henry announced an order requiring employers to re-activate their COVID-19 Safety Plans to reduce the spread of the highly transmissible Omicron variant of the COVID-19 virus. WorkSafe BC has provided guidance on reactivation or development of these plans and further information can be found here.

The Provincial Health Office has confirmed that a new written Workplace Safety Order will be available shortly and I will provide you with an update as soon as the new order is posted. Vaccination continues to be our primary protective measure. Masks continue to be mandatory for all indoor public spaces.

COVID-19 Vaccine Booster Doses

Starting in January 2022, people 18 years and older will get a booking invitation 6 months after the date of their second dose for a booster dose of the COVID-19 vaccine. Please encourage your residents to get a booster dose as this is helping to protect your communities from COVID-19.

Keep watching BC's Response to COVID-19 website for updates, and please encourage your residents to do the same.

Infrastructure Funding

As a reminder, the intake for the ICIP Environmental Quality Program closes on **January 26, 2022**. Program information can be found at: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program

The Environmental Quality Program is focused on infrastructure that will support quality and management improvements for drinking water, wastewater, and stormwater. It will also support projects that remediate contaminated sites and divert solid waste from landfill.

Applicants are encouraged to consider projects that add value around environmental protection, resource recovery and reuse, climate change adaptation and mitigation and energy efficiency, generation, and recovery. A water conservation plan is a requirement for any drinking water and wastewater projects.

Please email infra@gov.bc.ca to get connected to a program team member who can respond to your questions.

MO 84/2020 – Local Authorities and Essential Goods and Supplies (COVID-19) Order

On December 15, 2021 MO 84/2020 under the *COVID-19 Related Measures Act* (CRMA) was amended to repeal certain sections that are no longer necessary for current pandemic response actions and change the repeal date for the remaining sections from December 31, 2021 to December 31, 2022. Note that the sunset date for CRMA also has been extended to December 31, 2022. These changes reflect the ongoing and evolving nature of the COVID-19 pandemic.

See the following summary table for the current status of sections under the Order:

Section	Application	Status
Section 1	Definitions	**Extended to Dec 2022**
Section 2	Application of Order	**Extended to Dec 2022**
Section 3	Local emergency plans	Repealed in July 2020
Section 4	Declarations of SOLE and orders set aside	Repealed in July 2020
Section 5	*Emergency powers of Local Authorities* (LAs) Requires LAs to obtain ministerial approval to declare a SOLE under section 12 (1) of the Emergency Program Act (EPA) or to use a power under the EPA in respect of the COVID-19 pandemic.	**Extended to Dec 2022**
Section 6	*LA resources and plans* LAs are no longer obligated to identify resources and facilities for COVID response or identify critical supplies and services.	Repealed in Dec 2021
Section 7	*Continuity of LA services* LAs are no longer required to ensure that certain services are maintained.	Repealed in Dec 2021
Section 8	*Critical services and essential goods and supplies* LAs are no longer required to provide assistance to ensure delivery of supplies to services and facilities that serve vulnerable populations.	Repealed in Dec 2021
Section 9	*Secondary selling prohibited* The minister may no longer direct limits on quantities of certain goods and services that may be purchased, and secondary selling of essential goods and supplies is no longer prohibited.	Repealed in Dec 2021
Section 10	*BC Ferry Services*	Repealed in July 2020 and July 2021
Section 11	*Delivery of essential goods and supplies* The Minister is no longer authorized to coordinate measures to ensure delivery of essential goods and supplies.	Repealed in Dec 2021

I appreciate you communicating back information from the province to your councils and boards, to your local government staff and to your communities.

The next regional meetings with Municipal Affairs will be in early February 2022. Minister of Citizens' Services Lisa Beare will join Minister Osborne to give an update on connectivity. Minister Osborne's office will be in touch with you in the upcoming week about the February date, time, and meeting information. If you are unable to attend a minister's meeting, please feel free to send an alternate elected official or a staff member to attend on your behalf.

I hope you were be able to take some time for yourself and to celebrate with your families during the holiday season. I continue to be humbled and impressed by the flexibility and resilience of you and your staff during these difficult times. The new year will hold its own challenges, however, I know that by working together, we will be able to tackle whatever comes.

Sincerely,

Tara Faganello
Assistant Deputy Minister

pc: Chief Administrative Officers
Laurey-Anne Roodenburg, President, UBCM
Gary MacIsaac, Executive Director, UBCM
Candace Witkowskyj, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo BC

January 12, 2022

Re: Engagement on updates to British Columbia's Geographical Naming Principles, Policy and Procedures

VIA EMAIL

To whom it may concern,

Geographical place names are essential for communication and navigation, but also influence how we view, understand and remember places and their stories. Embracing our diversity through place names gives all British Columbians an opportunity to develop a deeper understanding of the history and significance of the land and its features.

The Government of British Columbia has committed to reconciliation with Indigenous Peoples in BC and to the adoption and implementation of the United Nations *Declaration on the Rights of Indigenous Peoples* (UNDRIP) through the *Declaration Act* (2019). In support of these commitments, the BC Geographical Names Office, part of the Heritage Branch of the Ministry of Forest, Lands, Natural Resource Operations and Rural Development, wishes to engage with you and your community on proposed updates to British Columbia's Geographical Naming Principles, Policy and Procedures, which outline how decisions about geographical place names are made. The last major revision to the policy took place in the 1990s.

The proposed changes include:

1. Establish guiding principles for decisions and procedures for geographical naming in BC.
2. Acknowledge the importance of documenting and restoring Indigenous place names as an act of reconciliation.
3. Outline procedures for recording information in the BC Geographical Names Information System (the database that contains authoritative information on place names), including unofficial place names.
4. Provide for the recognition of multiple official place names for a geographical feature in different languages.
5. Reconsider the practice of commemorative place naming, where geographical features are named after individual persons to honour or memorialize them.
6. Allow the BCGNO to initiate the rescinding of a place name that is derogatory or discriminatory.
7. General update to modernize policy and address gaps.

We would like to engage with you to understand how changes to British Columbia's Geographical Naming Principles, Policy and Procedures might affect or support your community's interests and values. To this end, we have contracted Corfield & Associates to

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Heritage Branch
Mailing Address: PO Box 9818 STN PROV GOVT Victoria, BC V8W 9W3
Tel: 250 356-1432
Website: www.gov.bc.ca/for

assist with the facilitation and engagement of Indigenous and municipal governments and key stakeholders.

Heritage Branch and Corfield and Associates have identified the following dates for virtual engagement sessions with municipal government representatives:

Tuesday, February 1 – Local Governments - 9:30 AM – 12:00 PM PT

Wednesday, February 2 – Local Governments - 1:00 PM – 3:30 PM PT

Tuesday, February 8 – Local Governments - 1:00 PM – 3:30 PM PT

Wednesday, February 9 – Local Governments - 9:30 AM – 12:00 PM PT

To facilitate your participation, we ask that you register in advance for one of the virtual engagement sessions by emailing corfieldandassociates@gmail.com. Once your participation is confirmed, you will receive an invitation to the virtual session. You will also be sent a discussion guide and draft policy to review, which will provide additional information and details about the proposed changes.

If you are unable to participate in one of the virtual engagement sessions, Corfield and Associates have prepared an online survey to receive your input. Please email corfieldandassociates@gmail.com to receive a link to access the online survey.

We thank you in advance for your input.

Sincerely,

Richard Linzey
Director

January 12, 2022

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If you are unable to participate in one of the virtual engagement sessions, Corfield and Associates have prepared an online survey to receive your input. Please email corfieldandassociates@gmail.com to receive a link to access the online survey.

We thank you in advance for your input.

Sincerely,

Richard Linzey
Director

Barb Puddifant

From: Lloyd, Clair ENV:EX <Clair.Lloyd@gov.bc.ca>
Sent: Tuesday, January 18, 2022 1:26 PM
Cc: Gottfried, Avery ENV:EX
Subject: NEW: Local Government Guide for Bylaws Regulating Single-Use Plastics

Hello,

I'm pleased to be able to share the Local Government Guide for Bylaws Regulating Single-Use Plastics, produced by The Ministry of Environment and Climate Change Strategy. The purpose of the Guide is to support municipalities with interpretation of Part 3 of the Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation, and to provide direction and assistance on developing bylaws regulating single-use plastics.

The Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation (the Regulation), was amended on July 26, 2021 to include a new part (Part 3) that enables local governments in B.C. to take action on plastics by authorizing municipalities to implement bylaws that ban certain single-use items. The intention of Part 3 of the Regulation is to authorize municipal bylaws that reduce the use of single-use items, encourage greater use of sustainable reusables and contribute to a more circular economy for plastics. For more information visit - https://www2.gov.bc.ca/gov/content/environment/waste-management/zero-waste/municipal-plastics-bylaws

We hope that you find the Guide informative and we look forward to continuing to work with you as you advance your actions on plastics.

If you have questions, please contact myself (Clair.Lloyd@gov.bc.ca) or Avery Gottfried, Senior Policy Specialist at Avery.Gottfried@gov.bc.ca.

Best,
Clair

BRITISH COLUMBIA

Clair Lloyd, MSc
Senior Policy Analyst
Clean Communities | Environmental Standards Branch
Ministry of Environment and Climate Change Strategy
☎ 236 478-1332 | Clair.Lloyd@gov.bc.ca

*Our CleanBC Organics Infrastructure and Collection Program is funding many new projects in B.C. - **find out where***

SHUSWAP
COMMUNITY
FOUNDATION

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

Late Item 12.2 - R. Parenteau, City of Salmon Arm Grants-in-Aid Committee, Shuswap Community Foundation - letter dated January 21, 2022 - Grants-in-Aid

January 21, 2022

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

Dear Mayor and Council,

The Shuswap Community Foundation's Grants-in-Aid Adjudication Committee met on January 5th to review the applications for funding received for the City of Salmon Arm Grants-In-Aid Program.

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

With $54,625 available and requests totalling $98,906, the Committee faced difficult decisions. We are pleased to announce that 15 groups were approved and will receive funds in March. A spreadsheet with a list of the allocations is attached.

Following the adjudication, $11,613 remained unallocated. The adjudication committee is seeking councils' permission to hold a second intake of applications with a deadline of May 15, 2022.

We thank you for this opportunity to serve our community.

Regards,

Roger Parenteau, SCF Manager

On behalf of
Lindsay Wong, Chair of the City of Salmon Arm Grants-in-Aid Committee

2021-2022 City of Salmon Arm - Grants in Aid						
	Applicant Group Name (as on Application)	Request	Project	Notes	$ Approved	
1	Shuswap Association for Community Living	$3,300	municipal utilities for 2 group homes		$3,300	
2	SABNES	$5,000	to hire two summer students again next summer to staff the Brighouse Nature Centre	We have funded one student and a half	$3,400	
3	2021 Shuswap Music Festival	$1,500	venue rentals for virtual performances		$1,500	
4	Shuswap String Orchestra Society	$2,500	To keep the orchestra functioning at this difficult time.		$2,350	
5	Voice of the Shuswap Broadcast Society	$5,000	Tower rental for psace for the antenna.	The committee elected to fund 7 months of tower rental	$3,500	
6	Shuswp Food Action Society	$4,000	community garden and farmers market manager's wages	$500 for the Community Garden and $2500 to subsidise the market manager wages.	$3,000	
7	Shuswap District Arts Council	$1,500	renting gazebo for Wednesday on the Wharf for 2022		$1,100	
8	Shuswap Assocation of Writers	$2,000	to assist with the Young Writers Programme	The event is moving outside SA, while recognising that there is an economic benefit for SA.	$1,400	
9	Salmon Arm Sockeyes	$2,000	to cover a portion of the lane fees at the rec centre	the committee felt that the broad public benefit as compared with other groups was limited.	$900	
10	Shuswap Theatre Society	$4,000	to replace the flame retardant curtains	AS it was not felt that this was an urgeent need, the committee chose partial funding while appreciating the tremendous work the society does.	$2,600	
11	The Salmon Arm and Shuswap Lake Agricultural Association	$6,034	To cover costs for water, sewer, and frontage taxes. Maintaining grounds, security		$6,034	
12	Salmon Arm Museum & Heritage Association	$8,072	exhibit to honour Dr. Mary Thomas	Concerns were raised about the paid participation of individuals vs. volunteers in particular those with a close connection to Dr. Thomas.	$6,828	

13	Columbia Shuswap Selkirks Swim Club Society	$4,000	Sept - June pool rental costs and coaching		$900	
14	Shuswap Youth Soccer Association	$40,000	structural and geo technical engineeringalong with a sports venue economic impact study to determine upgrades required to the SASCU Memorial Sports Complex	Concerns around the all or none application led to a $0.	$0	
15	Kamloops Symphony Society	$3,000	offset production expenses associated with 2 professional concerts in Salmon Arm	Doubts around the viability of a January show	$1,200	
16	Salmon Arm Minor Hockey Association - u13 tournement committee	$7,000	costs associated with managing and organizing the tournament such as rink and zamboni fees, officials, banquet hosting, and opening ceremonies.	MRDT - Committee felt that this is a prime candidate for this funding.	$5,000	
17					$0	
		$98,906		Funds Granted	$43,012	
				FUNDS REMAINING	$11,613	
	Funds Available	$54,625				

CITY OF SALMON ARM

TO: His Worship Mayor Harrison & Members of Council

DATE: January 21, 2022

SUBJECT: UBCM Poverty Reduction Planning & Action Program Grant Application – Stream 2

RECOMMENDATION:

That Council authorize the submission of a grant application under the UBCM Poverty Reduction Planning & Action Program Stream 2 – Poverty Reduction Action and agree to provide overall grant management.

BACKGROUND:

At the October 28, 2019 Regular Meeting, Council directed staff to apply for the Together BC – UBCM Poverty Reduction Planning and Action Program grant. The grant was intended to support communities to develop or update assessments or plans in order to reduce poverty at the local level.

The City's application for $25,000.00 under Stream 1 was successful. Following a procurement process, SPARC BC was awarded the contract to provide a Social Impact Assessment and subsequently presented that report to Council on August 9, 2021.

A new intake for the program has been launched and the Social Impact Advisory supports moving forward with an application for $50,000.00 under Stream 2. The intent of this stream is to support communities to undertake local projects in order to reduce poverty at the local level.

Staff have reviewed the application requirements for Stream 2, which closes on February 11, 2022. These requirements include a Council Resolution that identifies what activities are proposed. A review of the Social Impact Assessment identifies five proposed strategic directions, as follows:

- Create the conditions of economic success for all citizens;
- Build effective partnerships to promote innovation;
- Adopt an equity-based intersectional approach;
- Improve access to services and supports for some groups; and
- Continue to celebrate the strengths of the community.

Based on the recommendations, staff believe that engaging a consultant to develop and execute an Awareness Campaign to reduce stigma around poverty and promote social inclusion would support all objectives.

The IH Healthy Communities Healthy Families team has offered support in drafting the application and the Social Impact Advisory Committee will be consulted prior to submission.

Respectfully Submitted,

Erin Jackson
Director of Corporate Services

cc. Chelsea Van de Cappelle, Chief Financial Officer

APPENDIX 1 – UBCM Poverty Reduction Planning & Action 2020 Program & Application Guide and Stream 2 Application Form

UBCM

Poverty Reduction Planning & Action Program

2022 Program & Application Guide

1. Introduction

In March 2019, the Province of BC released their poverty reduction strategy: *TogetherBC: British Columbia's Poverty Reduction Strategy*. Mandated through the *Poverty Reduction Strategy Act,* the strategy set targets to reduce the overall poverty rate in British Columbia by at least 25%, and the child poverty rate by at least 50%, by 2024. *TogetherBC* is based on four principles: affordability, opportunity, reconciliation, and social inclusion. These principles guided the priority action areas that form the core of the strategy.

With investments from across government, *TogetherBC* reflects government's commitment to reduce poverty and make life more affordable for British Columbians. It includes policy initiatives and investments designed to lift people up, break the cycle of poverty, and build a better BC for everyone.

Local governments have long-advocated for a provincial poverty reduction strategy and are crucial partners in this work. They are at the front-line of seeing the impacts of poverty in their communities and play a central role in developing local solutions with community partners and other levels of government.

Poverty Reduction Planning & Action program

The intent of the Poverty Reduction Planning & Action program is to support local governments in reducing poverty at the local level and to support the Province's poverty reduction strategy. In 2020, the Province provided $5 million over three years and the program is administered by the Union of BC Municipalities (UBCM). The first two intakes of the program in Spring 2020 and Spring 2021 awarded over $2 million to more than 70 local governments across the province.

2. Eligible Applicants

All local governments (municipalities, regional districts, and the Islands Trust) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.

3. Grant Maximum

The 2022 Poverty Reduction Planning & Action program provides two streams of funding. Projects funded under Stream 1 may receive up to 100% of the cost of eligible activities to a maximum of $25,000. Projects funded under Stream 2 may receive up to 100% of the cost of eligible activities to a maximum of $50,000. Regional projects under either Stream 1 or Stream 2 may receive up to 100% of the cost of eligible activities to a maximum of $150,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.

BRITISH COLUMBIA

4. Requirements for Funding

As part of the approval agreement, approved projects must meet the following requirements for funding:

- Any in-person activities, meetings, or events must meet public health orders and/or guidance in relation to COVID-19.
- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.

5. Eligible Projects

To qualify for funding, applications must demonstrate the extent to which proposed activities will reduce poverty at the local level.

To qualify for funding, projects must:

- Focus on one or more of the six priority action areas identified in *TogetherBC*:
  - Housing
  - Education and training
  - Income supports
  - Families, children and youth
  - Employment
  - Social supports
- Be a new project (retroactive funding is not available);
- Be capable of completion by the applicant within one year from the date of grant approval;
- Involve key sectors of the community including community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations.

Within the six priority areas, eligible projects may also address one or more of the other key priorities identified in *TogetherBC:* mental health and addictions, food security, transportation, and/or access to health care.

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 6 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

The total funding request for regional projects cannot exceed $150,000.

6. Eligible & Ineligible Costs & Activities

Eligible Costs & Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Stream 1: Poverty Reduction Plans and Assessments

The intent of this funding stream is to support communities to develop or update assessments or plans in order to reduce poverty at the local level. The funding maximum under Stream 1 is $25,000 for a single applicant and $150,000 for regional applications.

Under Stream 1, eligible activities must be cost-effective and include:

- Development of a local Poverty Reduction plan or assessment that addresses one or more of the six priority action areas as identified in *TogetherBC;*
- Engagement of people living in poverty or with a lived experience of poverty in planning activities;
- Adding a poverty reduction lens including specific activities and outcomes to support people living in poverty, to existing plans or policies, such as:
    - Official Community Plans or community or neighbourhood plans;
    - Zoning and other policies;
    - Development permit requirements;
    - Emergency response, evacuation, and/or emergency support services plans;
    - Food security and food systems planning;
    - Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.).

Stream 2: Poverty Reduction Action

The intent of this funding stream is to support communities to undertake local projects in order to reduce poverty at the local level. The funding maximum under Stream 2 is $50,000 for a single applicant and $150,000 for regional applications.

In order to be eligible for Stream 2 funding, eligible applicants are required to have completed a Poverty Reduction plan or assessment, or demonstrate that their Official Community Plan, or an equivalent plan, is inclusive of poverty reduction principles.

Under Stream 2, eligible activities must be cost-effective and may include:

- Pilot projects to evaluate the impact of providing supports such as reduced-fare transit, recreation passes, or other service opportunities for low-income residents;
- Supporting financial security through tax-filing programs;
- Awareness campaigns to reduce stigma around poverty and promote social inclusion;
- Social enterprise initiatives that provide supported employment opportunities for people with multiple barriers to employment;
- Local food security initiatives including food-waste diversion projects and community kitchens that support training and social inclusion, as well as access to food;
- Pilot projects to assist key populations living with low income as identified in *TogetherBC*;

Stream 2 of the 2022 Poverty Reduction Planning & Action program is not intended to be a capital funding program. However, minor capital expenditures for eligible activities that have a clear and definable benefit to people living in poverty, that are clearly linked to activities identified in the application, and that are intended to reduce poverty at the local level will be considered for funding under Stream 2.

Capital costs cannot exceed 25% of the total requested Stream 2 grant (i.e. an application for a $50,000 grant cannot include more than $12,500 in capital costs).

Eligible Activities Applicable to Both Funding Streams

The following expenditures are also eligible, provided they relate directly to the eligible activities identified above:

- Honoraria for community member participants who are living in poverty. It is expected that the payment of honoraria should align with current best practices and that any honoraria paid for the ongoing participation of people living in poverty should be at least the current provincial minimum wage;
- Consultant costs;
- Incremental staff and administration costs;
- Public information costs.

Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Development of funding application package;
- Development of feasibility studies and/or business cases;
- Development of architectural, engineering, or other design drawings for the construction or renovation of facilities providing services to people living in poverty;
- Long-term, permanent capital investments including the purchase of land and/or buildings;
- Major capital improvements to existing facilities and/or construction of new, permanent facilities;
- Regular salaries of applicant staff or partners;
- Routine or ongoing operating (e.g. heating and lighting; security; telephone; internet) and/or planning costs or activities that are not incremental to the project;
- Purchase of software, software licences, service subscriptions, or membership fees;
- Legal, audit, or interest fees or fees to incorporate a society;
- Project-related fees payable to the eligible applicant(s) (e.g. permit fees, DCCs, etc.);
- Existing programs with established, designated funding from other partners;
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members;
- Fundraising, lobbying, or sponsorship campaigns.

7. Application Requirements & Process

Application Deadline

The application deadline is February 11, 2022.

Applicants will be advised of the status of their application within 90 days of the application deadline.

Required Application Contents

- Completed Application Form;
- Detailed project budget, including itemized costs/activities that will be funded by the grant and separating out any in-kind and/or cash contributions from the applicant(s) or other grant funding;
- Council, Board, or Local Trust Committee resolution, indicating support for the current proposed activities and willingness to provide overall grant management;
- **For regional projects only:** Each partnering eligible local government must submit a Council, Board, or Local Trust Committee resolution that clearly indicates support for the primary applicant to *apply for, receive, and manage the grant funding on their behalf*;

Resolutions from partnering applicants must include the specific language above.

- Optional: Up to three letters of support as evidence of partnership or collaboration with community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations and/or Indigenous organizations.

Submission of Applications

Applications should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20MB.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements have been submitted and to ensure that eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, all eligible applications will be reviewed and scored by the Evaluation Committee. Scoring considerations and criteria include the following:

- Alignment with the intent and objectives of the Poverty Reduction Planning & Action program;
- Demonstration of direct participation in the proposed activities by people living in poverty or with a lived experience of poverty;
- Anticipated outcomes and a clear and achievable evaluation framework on how the success of the project or plan will be measured;
- Demonstrated clear and definable benefit to the community as a whole;
- Partnerships and demonstrated community support, including community-based poverty reduction organizations, people with lived experience of poverty, businesses, local First Nations, and/or Indigenous organizations;
- Cost-effectiveness of the project, including in-kind or cash contributions to the project from the eligible applicant(s), community partners, or other grant funding.

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will consider the population and provincial, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a provincial priority basis. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC

8. Grant Management & Applicant Responsibilities

Please note that grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision & Payments

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM within 30 days.

Grants under the Poverty Reduction Planning & Action program will be awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM, and 50% when the project is complete and the final reporting requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Progress Payments

In exceptional circumstances, to request a progress payment, approved applicants are required to submit:

- Written rationale for receiving a progress payment;
- Description of activities completed to date; and
- Description of funds expended to date.

Changes to Approved Projects

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from UBCM will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Amended application package, including updated, signed application form, budget, and an updated Council, Board, or Local Trust Committee resolution (including resolution(s) from regional application partners in the case of a regional application); and
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless an amended application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within the timeframe identified in the Approval Agreement and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed one year.

9. Final Report Requirements

Final Reports are required to be submitted within 30 days of the completion of the project. Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments;
- Detailed financial summary that includes the actual expenditures from the Poverty Reduction Planning & Action program and other sources of funding (if applicable) and that aligns with the actual activities outlined in the final report form;
- For Stream 1 only: electronic copy of the completed plan or assessment;
- Copies of any materials that were produced with grant funding;
- Optional: photos of the project, media clippings, and/or any reports or documents developed or amended with grant funding.

Submission of Final Reports

All final reports should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20MB.

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities E-mail: lgps@ubcm.ca

All final reports will be shared with the Province of BC

10. Additional Information

For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities

E-mail: lgps@ubcm.ca

Phone: (250) 952-9177

For more information on BC's Poverty Reduction Strategy, please refer to *TogetherBC*.

CITY OF SALMON ARM

TO: His Worship Mayor Harrison and Members of Council

DATE: January 21, 2021

SUBJECT: Animal Control Services Contract

Recommendation:

THAT: Council award the Animal Control Services Contract to Commissionaires BC for a two (2) year term from February 1, 2022 to January 31, 2024.

Background:

Animal Control Services for the City of Salmon Arm have been delivered under contract with the Commissionaires since February 2019, through a position shared with the Columbia Shuswap Regional District.

The Commissionaires of BC is a non-profit organization that has become a well-established provider of bylaw enforcement and dog control services in this area. The British Columbia division was established in 1927 with the original mandate of creating meaningful employment for former military and RCMP members. Today, the mandate has been broadened to "give back to all those who serve and have served our community and country".

The Commissionaires proposal to the City for 2022 is for 17 hours per week (down from 20 hours per week in 2021) for $40.45/hr which will include regular patrols, dog impoundment, investigation of complaints and issuance of tickets. As the contract price is all-inclusive, the officer will be equipped with a vehicle that is clearly identified as Animal Control and all of the necessary equipment to undertake the works and services required by the Contract. The City does have the option to call the animal control officer for additional after hours services at a cost of $80.90 per hour (2 hour minimum).

It should be noted that this rate has increased from $37.64/hr to adjust for increased sick leave benefits and inflation.

The public can contact the animal control officer via a dedicated telephone line and email address as well as the City's online Request Tracker.

It is recommended that Council authorize the Mayor and Corporate Officer to execute an agreement with the Commissionaires for two (2) years with an option to renew for an additional two (2) years.

There is no budget implication in 2022; however, the proposed rate for 2023 is $42.99/hour for 20 hours per week, which will result in an increase of approximately $8,000.00.

Respectfully Submitted,

Erin Jackson
Director of Corporate Services

cc Chelsea Van de Cappelle, Chief Financial Officer