

1. March 27, 2023 - Council Agenda And Correspondence

Documents:

[2023 03 27 REGULAR COUNCIL MEETING.PDF](#)  
[2023 03 27 INFORMATIONAL CORRESPONDENCE.PDF](#)



**AGENDA**

**City of Salmon Arm  
Regular Council Meeting**

**Monday, March 27, 2023  
1:30 p.m.**

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

Electronic Meeting Link: <https://meet.goto.com/931301501>  
 Phone Access: Canada: +1(647) 497-9373 / Access Code: 931-301-501

| Page #  | Item # | Description   |
|---------|--------|---|
|         | 1.     | <b>CALL TO ORDER</b>  |
| 1 - 2   | 2.     | <b>IN-CAMERA SESSION</b>  |
|         | 3.     | <b>ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY</b><br><i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i> |
|         | 4.     | <b>ADOPTION OF AGENDA</b>   |
|         | 5.     | <b>DISCLOSURE OF INTEREST</b>   |
|         | 6.     | <b>CONFIRMATION OF MINUTES</b>  |
| 3 - 20  | 1.     | Regular Council Meeting Minutes of March 13, 2023   |
| 21 - 28 | 2.     | Parcel Tax Roll Review Panel Meeting Minutes of March 13, 2023: <ul style="list-style-type: none"> <li>• Water and Sewer Frontage</li> <li>• 73 Avenue Watermain Extension</li> <li>• Transportation Parcel Tax</li> </ul>    |
|         | 7.     | <b>COMMITTEE REPORTS</b>  |
| 29 - 32 | 1.     | Development and Planning Services Committee Meeting Minutes of March 20, 2023   |
| 33 - 38 | 2.     | Social Impact Advisory Committee Meeting Minutes of March 17, 2023  |
| 39 - 44 | 3.     | Agricultural Advisory Committee Meeting Minutes of March 8, 2023  |
|         | 8.     | <b>COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE</b>  |
| 45 - 50 | 1.     | CSRD Connect – Board Meeting Highlights – March 2023  |

- 51 – 52      1.      **STAFF REPORTS**  
Chief Financial Officer – Transit Service – Columbia Shuswap Regional District
    - 53 – 68      2.      Planner - Agricultural Land Commission Application No. ALC-415 [Thurgood, J. & L.; 5491 10 Avenue NE; Non-Farm Use]
    - 69 – 72      3.      Director of Engineering & Public Works – Water Treatment Plant – Chemtrac Particle Counters Purchase
    - 73 – 76      4.      Director of Engineering & Public Works – Airport Fuel Tank Removal - Award
  - 10.           **INTRODUCTION OF BYLAWS**
  - 11.           **RECONSIDERATION OF BYLAWS**
    - 77 – 82      1.      City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 [OCP4000-53; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR] – Final Reading
    - 83 – 88      2.      City of Salmon Arm Zoning Amendment Bylaw No. 4561 [ZON-1255; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5] – Final Reading
    - 89 – 94      3.      City of Salmon Arm Zoning Amendment Bylaw No. 4553 [ZON-1252; Folkman, D.; 3361 16 Avenue NE; R-1 to R-8] – Final Reading
    - 95 – 100    4.      City of Salmon Arm Zoning Amendment Bylaw No. 4563 [ZON-1257; Braga, M.L.; 60 10 Street SE; R-1 to R-4] – Final Reading
  - 12.           **CORRESPONDENCE**
    - 101 – 102    1.      Informational Correspondence
  - 13.           **NEW BUSINESS**
  - 14.           **PRESENTATIONS**
    - 103 – 130    1.      Presentation 4:00 – 4:15 (approximately)  
J. Broadwell, Manager, Downtown Salmon Arm – 2022 Year End Presentation
  - 15.           **COUNCIL STATEMENTS**
  - 16.           **SALMON ARM SECONDARY YOUTH COUNCIL**
  - 17.           **NOTICE OF MOTION**
  - 18.           **UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS**
  - 19.           **OTHER BUSINESS**
    - 131 - 132    1.      FCM Board of Directors - Nomination
  - 20.           **QUESTION AND ANSWER PERIOD**

**7:00 p.m.**

| <b>Page #</b> | <b>Item #</b> | <b>Description</b>   |
|---------------|---------------|--|
|               | <b>21.</b>    | <b>DISCLOSURE OF INTEREST</b>  |
|               | <b>22.</b>    | <b>HEARINGS</b>  |
|               | <b>23.</b>    | <b>STATUTORY PUBLIC HEARINGS</b>   |
| 133 - 144     | 1.            | Zoning Amendment Application No. ZON-1262 [Dyck, S. & K./Browne Johnson Surveying; 2761 20 Avenue NE; R-1 to R-8]  |
|               | <b>24.</b>    | <b>RECONSIDERATION OF BYLAWS</b>   |
| 145 - 148     | 1.            | City of Salmon Arm Zoning Amendment Bylaw No. 4571 [ZON-1262; Dyck, S. & K./Browne Johnson Surveying; 2761 20 Avenue NE; R-1 to R-8] - Third and Final Reading |
|               | <b>25.</b>    | <b>QUESTION AND ANSWER PERIOD</b>  |
| 149 - 150     | <b>26.</b>    | <b>ADJOURNMENT</b>   |

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Item 2

**CITY OF SALMON ARM**Date: March 27, 2023

Moved: Councillor Cannon

Seconded: Councillor Gonella

THAT: pursuant to Section 90(1)(c) labour relations or other employee relations; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (m) a matter that, under another enactment [FOIPPA 18.1(1)(a)], is such that the public may be excluded from the meeting; and (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the *Community Charter*, Council move In-Camera.

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

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Item 6.1

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of March 13, 2023, be adopted as circulated.

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



**REGULAR COUNCIL**

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:30 p.m. and reconvened at 2:30 p.m. on Monday, March 13, 2023.

**PRESENT:**

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

- Chief Administration Officer E. Jackson
- Chief Financial Officer C. Van de Cappelle
- Director of Corporate Services S. Wood
- Director of Engineering & Public Works R. Niewenhuizen
- Director of Planning & Community Services G. Buxton
- Senior Planner C. Larson
- Deputy Corporate Officer R. West

**ABSENT:**

**1. CALL TO ORDER**

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

**2. IN-CAMERA SESSION**

0112-2023

Moved: Councillor Lindgren  
Seconded: Councillor Flynn

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; (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; 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; 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 2:30 p.m.

**3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY**

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

4. REVIEW OF AGENDA

- Late Item 22.2 – J. Clement – Email dated March 11, 2023 – VP-571
- Late Item 23.1 – R. & I. Haack – Email dated March 13, 2023
- Item 22.1 moved to after Item 24 – Reconsideration of Bylaws

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of February 27, 2023

0113-2023                    Moved: Councillor Wallace Richmond  
                                   Seconded: Councillor Cannon  
                                   THAT: the Regular Council Meeting Minutes of February 27, 2023, be adopted as  
                                   circulated.

CARRIED UNANIMOUSLY

2. Special Council Meeting Minutes of March 6, 2023

0114-2023                    Moved: Councillor Lindgren  
                                   Seconded: Councillor Gonella  
                                   THAT: the Special Council Meeting Minutes of March 6, 2023, be adopted as  
                                   circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of March 6, 2023

0115-2023                    Moved: Councillor Flynn  
                                   Seconded: Councillor Cannon  
                                   THAT: the Development and Planning Services Committee Meeting Minutes of  
                                   March 6, 2023 be received as information.

CARRIED UNANIMOUSLY

2. Downtown Parking Commission Meeting Minutes of February 28, 2023

0116-2023                    Moved: Councillor Lavery  
                                   Seconded: Councillor Lindgren  
                                   THAT: the Downtown Parking Commission Meeting Minutes of February 28, 2023  
                                   be received as information.

CARRIED UNANIMOUSLY

3. Active Transportation Task Force Meeting Minutes of March 6, 2023

0117-2023                    Moved: Councillor Lavery  
                                   Seconded: Councillor Flynn  
                                   THAT: the Active Transportation Task Force Meeting Minutes of March 6, 2023 be  
                                   received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued

4. Environmental Advisory Committee Meeting Minutes of March 7, 2023

0118-2023

Moved: Councillor Lindgren  
 Seconded: Councillor Wallace Richmond  
 THAT: the Environmental Advisory Committee Meeting Minutes of March 7, 2023 be received as information.

CARRIED UNANIMOUSLY

5. Community Heritage Commission Meeting Minutes of March 6, 2023

0119-2023

Moved: Councillor Gonella  
 Seconded: Councillor Cannon  
 THAT: the Community Heritage Commission Meeting Minutes of March 6, 2023 be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

1. CSRD Connect – Board Meeting Highlights – February 2023

For information.

9. STAFF REPORTS

1. Director of Corporate Services – Policy #1.14 – Council Code of Responsible Conduct – Legislative Requirements

0120-2023

Moved: Councillor Flynn  
 Seconded: Councillor Lindgren  
 THAT: a review of Policy #1.14, Council Code of Responsible Conduct is not required at this time as the Code of Conduct was recently created, reviewed, adopted and agreed to by all of Council;

AND THAT: Council will reconsider the decision to review the Code of Responsible Conduct before January 1, 2026.

CARRIED UNANIMOUSLY

2. Director of Corporate Services – Policy Housekeeping

0121-2023

Moved: Councillor Cannon  
 Seconded: Councillor Lindgren  
 THAT: City Policies 1.7 "Race Relations", 1.8 "Allegations of Conflict of Interest", 4.1 "Staff Hiring – Authority and Responsibility", 4.2 "Financial Disclosures – Staff", 4.7 "Asset / Property Control", 4.8 "Employee Theft", 6.1 "Safety Policy Statement", 6.2 "Employees & Officers of the District of Salmon Arm who may be infected with AIDS virus", 7.25 "Conflict of Interest", and 8.5 "Tobacco Free Sports Events and Sports Facilities" be rescinded.

CARRIED UNANIMOUSLY

9. STAFF REPORTS - continued

3. Chief Administrative Officer – RCMP Musical Ride Reception

0122-2023

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to reallocate \$3,000 towards the RCMP Musical Ride funded from Canada Day Celebrations.

CARRIED UNANIMOUSLY

4. Director of Engineering & Public Works – 2023/2024/2025 Traffic Line & Airport Marking - Award

0123-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: Council accept the quote received from Line West Ltd., to undertake the Traffic Line Markings & Airport Marking Program for the three (3) year term 2023, 2024 and 2025 in accordance with the unit prices quoted as follows:

- 2023 - \$62,037.00 plus applicable taxes
- 2024 - \$62,037.00 plus applicable taxes
- 2025 - \$62,037.00 plus applicable taxes

AND THAT: The contract include an option to extend, up to an additional two (2) years, upon acceptance by both parties.

CARRIED UNANIMOUSLY

5. Director of Engineering & Public Works – Seasonal Sidewalk Café Considerations for Stillfood Bistro & Cappuccino Bar and Weekends Restaurant & Lounge

0124-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council approve two temporary Sidewalk Café applications at the following locations:

- Stillfood Bistro & Cappuccino Bar, 371 Alexander Street NE
- Weekends Restaurant & Lounge, 321 Alexander Street NE

AND THAT: the approval be subject to the following conditions being met:

- Completion of an application under the Sidewalk Café Extension Program, including fees, security deposit and proof of insurance;
- The construction of the temporary structures conform to the design and construction guidelines as set out in the Sidewalk Café Extension program Policy No. 1.13.

9. STAFF REPORTS - continued

5. Director of Engineering & Public Works – Seasonal Sidewalk Café Considerations for Stillfood Bistro & Cappuccino Bar and Weekends Restaurant & Lounge

Amendment:

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: Council approve two temporary Sidewalk Café applications, provided each business only utilizes one parking stall, at the following locations:

- Stillfood Bistro & Cappuccino Bar, 371 Alexander Street NE
- Weekends Restaurant & Lounge, 321 Alexander Street NE

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

6. Director of Engineering & Public Works – Purchase Recommendation for Replacement of Four Pickup Trucks

0125-2023

Moved: Councillor Cannon

Seconded: Councillor Gonella

THAT: The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to reflect additional funding in the amount of \$91,500.00, which includes the additional funds, PST and miscellaneous costs for radio purchase/installation, GPS, etc. reallocated from:

- \$18,000.00 from 'Hole Hog - Unit No. 841'
- \$7,800.00 from 'Tractor Infield Groomer'
- \$65,700.00 from the Equipment Replacement Reserve Fund

And allocated as follows:

|                          | Additional Budget | Total Budget |
|--------------------------|-------------------|--------------|
| Unit No. 938 Replacement | \$8,625.00        | \$58,625.00  |
| Unit No. 944 Replacement | \$8,625.00        | \$58,625.00  |
| Unit No. 948 Replacement | \$37,125.00       | \$87,125.00  |
| Unit No. 996 Replacement | \$37,125.00       | \$87,125.00  |
|                          | \$91,500.00       | \$291,500.00 |

AND THAT: Council approve the purchase for the replacement of Units #938, #944, #948 and #996 – Pickup Trucks, from Braby Motors Ltd. for the quoted amount of \$261,388.00 plus taxes as applicable.

CARRIED  
Councillor Lindgren Opposed

9. STAFF REPORTS - continued

7. Director of Engineering & Public Works - Mosquito Control & Surveillance Program - Contract Award

0126-2023

Moved: Councillor Cannon  
Seconded: Councillor Flynn

THAT: The 2023 Budget contained in the 2023 - 2027 Financial Plan Bylaw be amended to reflect additional funding for the contract award for the Mosquito Control and Surveillance Program in the amount of \$7,355.00, reallocated from the Future Expenditure Reserve;

AND THAT: Council accept the proposal received from Duka Environmental Services Ltd. to undertake the Mosquito Control and Surveillance Program for a three (3) year term 2023, 2024 and 2025 in accordance with the unit prices quoted as follows:

- 2023 - \$21,445.00 plus applicable taxes
- 2024 - \$22,517.00 plus applicable taxes
- 2025 - \$23,644.00 plus applicable taxes

AND THAT: The contract include an option to extend, up to an additional two (2) years, upon acceptance by both parties.

Amendment:

Moved: Councillor Lindgren  
Seconded: Councillor Gonella

THAT: the item be referred to the Environmental Advisory Committee for review.

DEFEATED

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

Main Motion:

CARRIED

Councillors Lindgren and Gonella Opposed

Councillor Wallace Richmond left the meeting at 4:11 p.m. and returned at 4:12 p.m.

8. Chief Financial Officer - Council Remuneration

0127-2023

Moved: Councillor Lavery  
Seconded: Councillor Lindgren

THAT: Council authorize staff to amend the City of Salmon Arm Council Member Remuneration and Expense Bylaw No. 3834 to include a CPI cap of 3% to the annual Council remuneration effective January 1, 2023.

9. STAFF REPORTS - continued

8. Chief Financial Officer – Council Remuneration

Amendment:

Moved: Councillor Lindgren  
Seconded: Councillor Gonella  
THAT: a 3% increase be applied to the annual Council remuneration for a one year period, January 1, 2023 to December 31, 2023.

CARRIED UNANIMOUSLY

Motion as amended:

CARRIED UNANIMOUSLY

The meeting recessed at 4:18 p.m.  
The meeting reconvened at 4:20 p.m.

10. INTRODUCTION OF BYLAWS

- 1. City of Salmon Arm Zoning Amendment Bylaw No. 4571 [ZON-1262; Dyck, S. & K./Browne Johnson Surveying; 2761 20 Avenue NE; R-1 to R-8] – First and Second Reading

0128-2023 Moved: Councillor Gonella  
Seconded: Councillor Wallace Richmond  
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4571 be read a first and second time.

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

- 1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 [OCP4000-52; Switzer, C. & Muxlow, R.; 6450 50 Street NE; INS to LR] – Final Reading

0129-2023 Moved: Councillor Lindgren  
Seconded: Councillor Flynn  
THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4555 be read a final time.

CARRIED UNANIMOUSLY

- 2. City of Salmon Arm Zoning Amendment Bylaw No. 4556 [ZON-1253; Switzer, C. & Muxlow, R.; 6450 50 Street NE; P-3 to R-8] – Final Reading

0130-2023 Moved: Councillor Cannon  
Seconded: Councillor Gonella  
THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4556 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

- 5. J. Broadwell, Manager, Downtown Salmon Arm - Letter dated January 19, 2023 - Request for Hudson Street Closure for Downtown Farmer's Market 2023-2025 Season

0131-2023

Moved: Councillor Flynn

Seconded: Councillor Gonella

THAT: Council approve the closure of the 200 block of Hudson Avenue, the Ross Street Plaza and additional parking stalls as needed for a two-year term effective May 13, 2023 for the Downtown Farmer's Market & Salty Street Fest as follows:

- 2023 Summer Season Weekly Market - Saturdays, May 13 - October 21, from 9 am - 1 pm
- 2023 and 2024 Winter Biweekly Market - Alternating Saturdays, November 4 - April 27, 2024, from 10 am - 1 pm
- 2024 Summer Season Weekly Market - Saturday, May 11- October 19, from 9 am to 1pm
- 2024 and 2025 Winter Biweekly Market - Alternating Saturdays, November 2 -April 26, 2025, from 10 am to 1 pm;
- 2023 and 2024 - Salty Street Fest and Farmer's Market on Saturday, May 13, 2023 and Saturday, May 14, 2024;

AND THAT: the road closures and events are subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

- 4. K. Huyter, Squadron Sponsoring Committee Chair, 222 Shuswap Air Cadets - Email dated February 28, 2023 - Storage of Sea Can at Airport

0132-2023

Moved: Councillor Gonella

Seconded: Councillor Wallace Richmond

THAT: the Air Cadets request for storage of a sea can at the airport be referred to the Airport Operations Committee for review.

CARRIED UNANIMOUSLY

- 3. B. Castle - Email dated February 24, 2023 - Request to Reconsider Bylaw 2398

0133-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the request from B. Castle dated February 24, 2023 to reconsider sections of Bylaw 2398 be referred to the Environmental Advisory Committee and the Agricultural Advisory Committee for review.

CARRIED UNANIMOUSLY



6. P. Wallensteen - Email dated March 9, 2023 - Sage Orienteering Club - Request to use various parks and trails for orienteering, April/May, 2023

0134-2023

Moved: Councillor Cannon  
Seconded: Councillor Gonella

THAT: Council authorize Sage Orienteering Club to use City parks and trails for orienteering training at Shuswap Memorial Cemetery trails on April 7-15, Little Mountain Park trails on April 20-27, Park Hill trails on May 4-11 and South Canoe trails on May 18-27, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

0135-2023

Moved: Councillor Lavery  
Seconded: Councillor Flynn

THAT: Council authorize Councillor Wallace Richmond to attend the UBCM Housing Summit on April 4-5, 2023 in Vancouver with allowable expenses up to \$1700.00 funded from Council Initiatives.

CARRIED UNANIMOUSLY

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. Climate Action Plan

0136-2023

Moved: Councillor Lindgren  
Seconded: Councillor Gonella

WHEREAS on August 26, 2019 Council for the City of Salmon Arm recognized, by Resolution, that Climate Action is a Strategic Priority to be considered in decision making and investment moving forward, and identified the urgent need for a Climate Action Plan and corresponding action for the City;

AND WHEREAS on September 9, 2019, the City declared a Climate Emergency and resolved to work towards achieving carbon neutrality consistent with the research of the Inter-Governmental Panel on Climate Change (IPCC) as well as the BC Climate Leadership Plan;

AND WHEREAS the City completed a Community Energy and Emissions Plan in 2019 to guide City policies and programs for climate mitigation;

AND WHEREAS in 2022 Council authorized a new Service Delivery Management Coordinator staff position which includes a climate lens;

19. OTHER BUSINESS - continued

1. Climate Action Plan

AND WHEREAS the City's 2022 Corporate Strategic Plan identifies Climate Action Initiatives as a Short Term Priority;

AND WHEREAS the City will be imminently engaging in an Official Community Plan review which would benefit from a comprehensive Climate Action Plan to help inform it;

THEREFORE BE IT RESOLVED THAT: \$60,000 (Climate Action Reserve Account \$16,000 and Local Government Climate Action Program Grant \$44,000) be set aside to fund a portion of the cost of a consultant (in conjunction with additional grant funding), to develop a Climate Action Plan in 2024 which will incorporate the CEEP Climate Mitigation planning with Climate Adaptation strategies.

CARRIED UNANIMOUSLY

2. Elected Officials Benefit Review

0137-2023

Moved: Councillor Cannon  
Seconded: Councillor Gonella

WHEREAS extended benefit programs must be reviewed regularly to ensure that the City of Salmon Arm continues to provide Elected Officials with coverage that is relevant, equitable and offers the best value;

AND WHEREAS a thorough review of the Elected Officials benefit package has not been conducted in several years;

THEREFORE BE IT RESOLVED THAT Council direct staff to review the current benefit package and report back with options and cost implications for Council's consideration, with a focus on comparing Elected Officials benefits against those of Exempt City Staff, specifically in the areas of out of country coverage, dental and extended health benefits.

CARRIED

Mayor Harrison, Councillors Lavery and Flynn Opposed

20. QUESTION AND ANSWER PERIOD

0138-2023

Moved: Councillor Flynn  
Seconded: Councillor Cannon

THAT: pursuant to Section 90(1)(d) the security of the property of the municipality; (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; 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; of the *Community Charter*, Council move In-Camera.

CARRIED UNANIMOUSLY

Council returned to In-Camera session at 5:22 p.m.  
Council returned to Regular session at 5:56 p.m.

The Meeting recessed at 5:57 p.m.  
The Meeting reconvened at 7:07 p.m.

**PRESENT:**

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

- Chief Administrative Officer E. Jackson
- Chief Financial Officer C. Van de Cappelle
- Director of Corporate Services S. Wood
- Director of Engineering and Public Works R. Niewenhuizen
- Director of Planning & Community Services G. Buxton
- Senior Planner C. Larson
- Deputy Corporate Officer R. West

**ABSENT:**

21. **DISCLOSURE OF INTEREST**

22. **HEARINGS**

2. **Development Variance Permit Application No. VP-571 [Muto Holdings Ltd.; 130 Shuswap Street SE; Servicing Requirements]**

0139-2023

Moved: Councillor Lindgren  
Seconded: Councillor Cannon

THAT: Development Variance Permit No. VP-571 be authorized for issuance to vary the Subdivision and Development Servicing Bylaw No. 4163 Specification Drawing No. RD-4, for the frontage of Lot 2, Section 14, Township 20, Range 10, W6M, KDYD, Plan 28506 as follows:

- i) waive the requirement to install an offset multi-use path;
- ii) waive the requirement to install street lighting; and
- iii) waive the requirement to install underground hydro and telecommunications.

The Planning Official explained the proposed Development Permit Application.

R. Muto, the applicant, provided an overview of the application and was available to answer questions from Council.

Submissions were called for at this time.

J. Clement - Email dated March 11, 2023

Following three calls for submissions and questions from Council, the Hearing closed at 7:34 p.m. and following comments from Council the Motion was split:

0139-2023

Moved: Councillor Lindgren  
Seconded: Councillor Cannon  
THAT: Development Variance Permit No. VP-571 vary the Subdivision and Development Servicing Bylaw No. 4163 as follows:

- i) waive the requirement to install an offset multi-use path;

Amendment:

Moved: Councillor Wallace Richmond  
Seconded: Councillor Flynn  
THAT: the developer provide \$19,201.00 cash in lieu of construction of a multi-use path.

CARRIED  
Councillor Lavery Opposed

Motion as amended:

CARRIED UNANIMOUSLY

- 2. Development Variance Permit Application No. VP-571 [Muto Holdings Ltd.; 130 Shuswap Street SE; Servicing Requirements]

0140-2023

Moved: Councillor Lindgren  
Seconded: Councillor Cannon  
THAT: Development Variance Permit No. VP-571 vary the Subdivision and Development Servicing Bylaw No. 4163 as follows:

- ii) waive the requirement to install street lighting;

DEFEATED

Mayor Harrison, Councillors Wallace Richmond, Gonella, Cannon, Flynn, Lindgren & Lavery Opposed

0141-2023

Moved: Councillor Lindgren  
Seconded: Councillor Cannon  
THAT: Development Variance Permit No. VP-571 vary the Subdivision and Development Servicing Bylaw No. 4163 as follows:

- iii) waive the requirement to install underground hydro and telecommunications.

CARRIED UNANIMOUSLY

0142-2023

Moved: Councillor Lavery  
Seconded: Councillor Wallace Richmond  
THAT: Development Variance Permit No. VP-571 be withheld subject to registration of a right of way on title for the purpose of constructing a multi-use path.

CARRIED UNANIMOUSLY

22. HEARINGS - continued

2. Development Variance Permit Application No. VP-571 [Muto Holdings Ltd.; 130 Shuswap Street SE; Servicing Requirements]

0143-2023

Moved: Councillor Flynn

Seconded: Councillor Gonella

THAT: Development Variance Permit No. VP-571 be withheld subject to registration of a *Land Title Act* Section 219 covenant restricting tenure to rental for up to 8 units for a 5-year term commencing on the date of occupancy.

CARRIED

Councillor Lavery Opposed

23. STATUTORY PUBLIC HEARINGS

1. Official Community Plan Amendment Application No. OCP4000-53 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR]

The Planning Official explained the proposed Official Community Plan Amendment Application.

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the proposal and was available to answer questions from Council.

Submissions were called for at this time.

R. & I. Haack – Email dated March 13, 2023

E. Poustie expressed concerns about screening and buffers to the adjacent property, the amount of parking on site, potential flooding, snow removal on the development site and management of the units. There was also concerns about whether consideration was given to the potential conflict between residential and agricultural.

Councillor Flynn left the meeting at 8:29 p.m. and returned at 8:30 p.m.

D. Lamboo expressed concerns about traffic and parking.

R. St. Arnault expressed concerns about the location of the garbage receptacle, snow removal on the site and emergency response access. There were also concerns about the management of the building.

R. Adams spoke in favour of the application.

C. Burden expressed concerns about parking and inquired about a traffic impact assessment, upgrades on 10<sup>th</sup> Street, utility interruptions and project timelines.

The meeting recessed at 8:52 p.m.

The meeting reconvened at 8:59 p.m.

R. Bestoon, the agent, responded to the questions.

23. STATUTORY PUBLIC HEARINGS - continued

1. Official Community Plan Amendment Application No. OCP4000-53 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR]

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:19 p.m. followed by comments from Council.

2. Zoning Amendment Application No. ZON-1255 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the proposal and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:22 p.m. followed by comments from Council.

3. Zoning Amendment Application No. ZON-1252 [Folkman, D.; 3361 16 Avenue NE; R-1 to R-8]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

D. Folkman, the applicant, was available to answer questions from Council.

3. Zoning Amendment Application No. ZON-1252 [Folkman, D.; 3361 16 Avenue NE; R-1 to R-8]

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:24 p.m. followed by comments from Council.

4. Zoning Amendment Application No. ZON-1257 [Braga, M.L.; 60 10 Street SE; R-1 to R-4]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:27 p.m. followed by comments from Council.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 [OCP4000-53; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR] – Third Reading

0144-2023

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 be read a third time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Zoning Amendment Bylaw No. 4561 [ZON-1255; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5] – Third Reading

0145-2023

Moved: Councillor Lavery

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4561 be read a third time.

CARRIED UNANIMOUSLY

3. City of Salmon Arm Zoning Amendment Bylaw No. 4553 [ZON-1252; Folkman, D.; 3361 16 Avenue NE; R-1 to R-8] – Third Reading

0146-2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4553 be read a third time.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4563 [ZON-1257; Braga, M.L.; 60 10 Street SE; R-1 to R-4] – Third Reading

0147-2023

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4563 be read a third time.

CARRIED UNANIMOUSLY22. HEARINGS

1. Development Permit Application No. DP-447 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; 19 Unit – High Density Residential]

0148-2023

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Development Permit No. 447 be authorized for issuance for Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 (1481 – 10 Street SW) in accordance with the Development Permit drawings in Appendix 3 attached to the staff report dated January 25, 2023 subject to:

22. HEARINGS - continued

1. Development Permit Application No. DP-447 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; 19 Unit - High Density Residential]

- 1. Adoption of the associated Official Community Plan (Bylaw No. 4560) and Zoning Amendment (Bylaw No. 4561) Bylaws; and
- 2. Receipt of an Irrevocable Letter of Credit in the amount of 125% of the landscape estimate for completion of the landscaping plan.

The Planning Official explained the proposed Development Permit Application.

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the proposal and was available to answer questions from Council.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Hearing closed at 9:43 p.m. and the Motion was:

CARRIED UNANIMOUSLY

26. QUESTION AND ANSWER PERIOD

27. ADJOURNMENT

0149-2023

Moved: Councillor Cannon  
Seconded: Councillor Flynn  
THAT: the Regular Council Meeting of March 13, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:44 p.m.

CERTIFIED CORRECT:

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
MAYOR

Adopted by Council the 27<sup>th</sup> day of March, 2023.



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Item 6.2

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Gonella

THAT: the Parcel Tax Roll Review Panel Meeting Minutes of March 13, 2023, for the Water and Sewer Frontage, 73 Avenue Watermain Extension and the Transportation Parcel Tax be adopted as circulated.

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

**CITY OF SALMON ARM PARCEL TAX ROLL REVIEW PANEL  
2023 WATER AND SEWER FRONTAGE ASSESSMENTS**

Minutes of the Parcel Tax Roll Review Panel for the 2023 Water and Sewer Frontage Tax Rolls held in the Council Chambers of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, at 7:00 p.m. on Monday, March 13, 2023.

**PRESENT:**

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

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

**1. CALL TO ORDER**

Mayor Harrison called the meeting to order at 7:00 p.m.

**2. PARCEL TAX ROLL REVIEW PANEL FOR WATER AND SEWER - APPEALS**

The Chief Financial Officer addressed the Court advising that no appeals had been received.

Mayor Harrison called for input from the public.

**3. AUTHENTICATION OF 2023 WATER AND SEWER FRONTAGE TAX ASSESSMENT ROLL**

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: this frontage tax assessment roll, comprised of 7,453 properties for water and 6,506 for sewer, and representing a total taxable frontage of 716,246 feet for water and 502,012 feet for sewer, is hereby confirmed by the Parcel Tax Roll Review Panel of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the frontage tax assessment roll for Water and Sewer.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:02 p.m.

CERTIFIED CORRECT:

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CORPORATE OFFICER

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MAYOR

Received as information by Council  
on the 27<sup>th</sup> day of March, 2023.

**CITY OF SALMON ARM PARCEL TAX ROLL REVIEW PANEL  
2023 73 AVENUE WATER MAIN  
EXTENSION PARCEL TAX ASSESSMENTS**

Minutes of the Parcel Tax Roll Review Panel for the 2023 73 Avenue Water Main Extension Parcel Assessments held in the Council Chambers, at 7:00 p.m. on Monday, March 13, 2023.

**PRESENT:**

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

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

**1. CALL TO ORDER**

Mayor Harrison called the meeting to order at 7:04 p.m.

**2. PARCEL TAX ROLL REVIEW PANEL FOR 2023 73 AVENUE WATER MAIN EXTENSION - APPEALS**

The Chief Financial Officer addressed the Court advising that no appeals had been received.

Mayor Harrison called for input from the public.

**3. AUTHENTICATION OF 2023 73 AVENUE WATER MAIN EXTENSION PARCEL TAX ASSESSMENT ROLL**

Moved: Councillor Gonella  
Seconded: Councillor Wallace Richmond  
THAT: this 73 Avenue Water Main Extension Parcel Tax Assessment Roll, comprised of 6 parcels, is hereby confirmed by the Parcel Tax Roll Review Panel of the City of Salmon Arm, and, except as may be amended on further appeal, is hereby certified to be the "73 Avenue Water Main Extension Parcel Tax Assessment Roll."

CARRIED UNANIMOUSLY

The meeting adjourned at 7:05 p.m.

CERTIFIED CORRECT:

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CORPORATE OFFICER

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MAYOR

Received as information by Council  
on the 27<sup>th</sup> day of March, 2023.

**CITY OF SALMON ARM PARCEL TAX ROLL REVIEW PANEL**  
**2023 TRANSPORTATION PARCEL TAX**

Minutes of the Parcel Tax Roll Review Panel for the 2023 Transportation Parcel Tax Rolls held in the Council Chambers of City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, at 7:00 p.m. on Monday, March 13, 2023.

**PRESENT:**

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

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

1. **CALL TO ORDER**

Mayor Harrison called the meeting to order at 7:03 p.m.

2. **PARCEL TAX ROLL REVIEW PANEL FOR TRANSPORTATION PARCEL TAX - APPEALS**

The Chief Financial Officer addressed the Court advising that no appeals had been received.

Mayor Harrison called for input from the public.

3. **AUTHENTICATION OF 2023 TRANSPORTATION PARCEL TAX ASSESSMENT ROLL**

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: this Transportation Parcel Tax Assessment Roll, comprised of 8,730 parcels, is hereby confirmed by the Parcel Tax Roll Review Panel of the City of Salmon Arm and, except as may be amended on further appeal, is hereby certified to be the "Transportation Parcel Tax Assessment Roll".

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:04 p.m.

CERTIFIED CORRECT:

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CORPORATE OFFICER

---

MAYOR

Received as information by Council  
on the 27<sup>th</sup> day of March, 2023.



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Item 7.1

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the Development and Planning Services Committee Meeting Minutes of March 20, 2023 be received as information.

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

## DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 - 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, March 20, 2023.

### PRESENT:

Mayor A. Harrison  
Councillor T. Lavery (participated remotely)  
Councillor K. Flynn  
Councillor D. Cannon (participated remotely)  
Councillor D. Gonella (participated remotely) entered the meeting at 8:05 a.m.  
Councillor L. Wallace Richmond (participated remotely)

Chief Administration Officer E. Jackson  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Planning & Community Services G. Buxton  
Planner M. Smyrl  
Executive Assistant B. Puddifant

### ABSENT:

Councillor S. Lindgren

#### 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

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

Councillor Flynn declared a conflict and left the meeting at 8:01 a.m.

5. REPORTS

1. Agricultural Land Commission Application No. ALC-415 [Thurgood, J. & L.; 5491 10 Avenue NE; Non-Farm Use]

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee recommends to Council that Agricultural Land Commission Application No. 415 be authorized for submission to the Agricultural Land Commission.

L. Thurgood, the applicant, outlined the application and was available to answer questions from the Committee.

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

CARRIED UNANIMOUSLY

Councillor Flynn returned to the meeting at 8:12 a.m.

Councillor Gonella declared a conflict with Item 6.1 as he is employed by the Salmon Arm Folk Music Society and left the meeting at 8:12 a.m.

6. FOR INFORMATION

1. Agricultural Land Commission - Extension of approval - ALC Application No. 56448 - 550 10 Avenue SW/690 10 Avenue SW/1300 10 Street SW

Received for information.

7. IN-CAMERA

8. ADJOURNMENT

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee meeting of March 20, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:14 a.m.

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Mayor A. Harrison, Chair

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

Item 7.2

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of March 17, 2023 be received as information.

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

**CITY OF SALMON ARM**

Minutes of the Social Impact Advisory Committee meeting held electronically on Friday, March 17, at 8:00 a.m.

**PRESENT:**

|                                    |   |
|------------------------------------|---|
| Councillor Louise Wallace Richmond | City of Salmon Arm, Chair                                     |
| Shannon Hecker                     | Canadian Mental Health Association                            |
| Paige Hilland                      | Shuswap Area Family Emergency (SAFE) Society                  |
| Jen Gamble                         | Shuswap Immigrant Services                                    |
| Tim Gibson                         | Shuswap Children's Association                                |
| Kim Sinclair                       | Aspiral Youth Partners  |
| Karen Hansen                       | Shuswap Association for Community Living                      |
| Patti Thurston                     | Shuswap Family Centre (entered the meeting at 8:13 a.m.)      |
| Erin Jackson                       | Chief Administrative Officer, City of Salmon Arm              |
| Gary Buxton                        | Director of Planning & Community Services, City of Salmon Arm |
| Barb Puddifant                     | City of Salmon Arm, Recorder                                  |

**ABSENT:**

|                    |   |
|--------------------|---|
| Shannon Kiehlbauch | Adams Lake Indian Band                    |
| Larissa Image      | Neskonlith Indian Band                    |
| David Parmenter    | Seniors Resource Centre                   |
|                    | Okanagan College                          |
|                    | Okanagan Regional Library                 |
|                    | Interior Health Association-Mental Health |

**GUESTS:**

|                   |               |
|-------------------|---------------|
| Isha Matous-Gibbs | Urban Matters |
| Joel Torrens      | Salvation Arm |

**1. Introductions**

Erin Jackson, Chief Administrative Officer introduced Gary Buxton, Director of Planning & Community Service and outlined his position with the City.

6. **Old Business/Arising from minutes**  
a) **Urban Matters - update**

Isha Matous-Gibbs provided an update on the anti-stigmatization campaign and spoke regarding the success of recent workshops held in our community. Isha expressed gratitude for the articles published in the Salmon Arm Observer.

Isha shared an email from Rise Up, an Indigenous run organization. Sherrelle Anderson and Launa Payne conveying the organizations gratitude for the workshops expressing that the attendees felt safe and comfortable sharing their experiences.

Patti Thurston entered the meeting at 8:13 a.m.  
The meeting was called to order at 8:15 a.m.

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 of Agenda and Additional Items**

Moved: Kim Sinclair

Seconded: Karen Hansen

THAT: the Social Impact Advisory Committee Meeting Agenda of March 17, 2023, be approved as circulated.

**CARRIED UNANIMOUSLY**

4. **Approval of Minutes of February 17, 2023 Social Impact Advisory Committee Meeting**

Moved: Karen Hansen

Seconded: Paige Hilland

THAT: the minutes of the Social Impact Advisory Committee Meeting of February 17, 2023 be approved as circulated.

**CARRIED UNANIMOUSLY**



6. **Old Business/Arising from minutes**
  - a) **Urban Matters – update - continued**

Moved: Patti Thurston

Seconded: Tim Gibson

THAT: the Committee send a letter to Martha Wickett and Blackpress to express gratitude and appreciation for their supportive articles highlighting vulnerable populations, food security and anti-stigmatism.

**CARRIED UNANIMOUSLY**

Isha Matous-Gibbs left the meeting at 8:26 a.m.

5. **Presentations**
  - a) **Lieutenant Joel Torrens, Salvation Army – Christmas Planning**  
Joel Torrens, Salvation Army, outlined the possibility of creation of a group to co-ordinate accessible Christmas services in the community and the creation of a central intake and interview process.

Joel Torrens left the meeting at 8:34 a.m.

7. **New Business**

8. **Other Business &/or Roundtable Updates**
  - a) **Correspondence – D. Galbraith, Deputy Minister, Ministry of Social Development and Poverty Reduction – February 16, 2023**

Received for information.

9. **Next meeting – Friday, April 21, 2023**

**10. Adjournment**

Moved: Patti Thurston

Seconded: Dawn Dunlop

THAT: the Social Impact Advisory Committee Meeting of March 17, 2023 be adjourned.

**CARRIED UNANIMOUSLY**

The meeting adjourned at 9:01 a.m.

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Councillor Louise Wallace Richmond, Chair

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

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Item 7.3

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor Gonella

Seconded: Councillor Lavery

THAT: the Agricultural Advisory Committee Meeting Minutes of March 8, 2023 be received as information.

**Vote Record**

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

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

CITY OF SALMON ARM

Minutes of the Agricultural Advisory Committee Meeting held in Room 100 of City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, on March 8, 2023 at 3:30 p.m. (GoTo Meeting and in-person)

Present

Councillor David Gonella, Chair

Don Syme

James Hanna

Ken Jamieson

Barrie Voth

Serena Caner (online)

Jen Gamble (online)

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

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

Regrets:

Ron Ganert

Mike Schroeder

The meeting was called to order at 3:31pm

1. **Call to Order**
2. **Acknowledgment of Traditional Territory**
3. **Approval of Agenda**

The following Late Items were added to the Agenda:

- 7.1 After Terms of Reference Review: Cariboo and Williams Lake Examples
- 7.2 Ministry of Agriculture – Projects and Grants (*Late Item*)
- 7.3 Ministry of Social Development and Poverty Reduction (*Late Item*)
- 7.4 Food Secure Canada (*Late Item*)
- 7.5 Committee Updates

Moved: Barrie Voth

Seconded: James Hanna

THAT: the Agricultural Advisory Committee Meeting Agenda of March 8, 2023 be approved with additions.

**CARRIED UNANIMOUSLY**

**4. Approval of Minutes February 8, 2023**

Moved: Barrie Voth

Seconded: James Hanna

THAT: the Agricultural Advisory Committee Meeting Minutes of February 8, 2023 be approved as circulated.

**CARRIED UNANIMOUSLY**

**5. Disclosure of Interest****6. New Business****6.1 ALC - 415 Thurgood - Non-Farm Use: 5491 10 Avenue NE**

Staff introduced the application. The owners are seeking ALC approval in order to construct a pet crematorium on the subject property. The use and proposed area (less than 100sq.m.) is compliant with the Zoning Bylaw regulations for Home Occupations.

The applicants were in attendance and answered questions of the group. Committee members requested more information on the use of the unit. The applicants confirmed that the unit would be smokeless and odourless and would not be used for animals less than 1000lbs. No chemicals would be added and no on site disposal of remains. Remains would be sent back to the pet owners. This is a private service and would not generate traffic from the general public.

Moved: James Hanna

Seconded: Ken Jamieson

THAT: the AAC supports Application No. ALC 415.

**CARRIED UNANIMOUSLY**

**7. Discussion****7.1 Terms of Reference**

Since the February meeting members have been providing suggestions for consideration via email. The Agenda attachments include these emails. After the Agenda was sent, MOA staff were able to find and provide some examples of TORs and work recently completed in the Cariboo and Williams Lake, these examples were added to the Agenda s Late Items.

The group discussed the contents of the email submissions and possible amendments were discussed, at length, by the group.

## 7. Discussion - continued

### 7.1 Terms of Reference - continued

Moved: Jen Gamble

Seconded: Serena Caner

THAT: the AAC recommends that the AAC Terms of Reference be amended to add "Increase public awareness, education and support for the role Agriculture plays in regional food security" under the Mandate Section.

**CARRIED UNANIMOUSLY**

### 7.2 Ministry of Agriculture – Projects and Grants (Late Item)

The Knowledge Transfer Grant application portal is opening on April 1. Details are on the MOA website. The grant could be used to cover the cost of a guest speaker at an educational event. Committee members may be interested in applying for the grant to host a seminar at the Fall Fair.

A Cover Cropping Workshop is being held in West Kelowna on April 17, 2023. Preregistration is required.

### 7.3 Ministry of Social Development and Poverty Reduction (Late Item)

The Chair briefly described this grant opportunity.

### 7.4 Food Secure Canada (Late Item)

Website Link:

[https://foodsecurecanada.org/sites/foodsecurecanada.org/files/files/nfp\\_brief\\_youth\\_in\\_farming.docx3.pdf](https://foodsecurecanada.org/sites/foodsecurecanada.org/files/files/nfp_brief_youth_in_farming.docx3.pdf)

Serena Caner brought this information forward to the group. The link provides information on the Engagement of Youth in Farming and the Problem of Farm Succession Considerations for the Development of the Canadian National Food Policy. This may be discussed by the group in more detail at an upcoming meeting.

### 7.5 Committee Updates

Committee Updates will be a standing item on the Agenda. This item provides an opportunity to committee members to update the group on items or projects that other boards or committees that they sit on are working on (i.e. EDS, EAC, etc.). Lack of knowledge of what other groups in the community may be working on was identified as an area to improve during previous discussions regarding the Terms of Reference.

**8. Next Meeting – April 12, 2023 3:30pm to 5:00pm**

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

**8.1 Questions for Shuswap Emergency Program (presentation at April 12 meeting)**

Staff asked that the members forward questions for the Shuswap Emergency Program so that the questions may be collected and forwarded to the presenters in advance of the next meeting.

**9. Adjournment**

Moved: Barrie Voth

Seconded: Don Syme

THAT: The Agricultural Advisory Committee Meeting of March 8, 2023 be adjourned.

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 5:05pm

“D. Gonella”  
Councillor D. Gonella, Chair

Received for information by Council on the \_\_\_<sup>TH</sup> day of \_\_\_, 2023.



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Item 8.1

## CITY OF SALMON ARM

Date: March 27, 2023

### CSRD Connect Board Meeting Highlights - March 2023

#### **Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

P46

Rhonda West

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**From:** Columbia Shuswap Regional District <listserv@civicplus.com>  
**Sent:** Wednesday, March 22, 2023 1:17 PM  
**To:** Rhonda West  
**Subject:** [External] CSRD Connect - Board Meeting Highlights - March 2023



**March 2023**

## Welcome!

As part of the shift to our new website, the Columbia Shuswap Regional District is now able to integrate our E-newsletter directly with our website's [sign-up function](#). This will not only save money, but allows subscribers to select which communication tools suit them best, so you can stay informed. We'd love to hear feedback about our new format. Please email [communications@csrd.bc.ca](mailto:communications@csrd.bc.ca) with any comments or suggestions.

## Correspondence

### Floodplain Mapping Initiative

The Board approved the CSRD's participation in [floodplain mapping project](#) led by the Fraser Basin Council to map flood hazards and help reduce flood risks. This initiative aims

to develop high quality, standardized, consistent floodplain mapping for higher-risk communities in BC.

## Business General

### FireSmart Coordinator

The Board agreed to extend a contract agreement with Len Youden, CSRD FireSmart Coordinator, for a one-year term beginning in April 2023. The contract value is \$125,000 and involves providing FireSmart coordination services and activities in all seven of the CSRD's Electoral Areas.



### Liquid Waste Management Plan

The CSRD will be proceeding with updates to the [Liquid Waste Management Plans](#) for Electoral Areas C, G, E, F and Seymour Arm. Plans are to promote septic education programs, termed "Septic Smart 2.0" and possibly advance a septic system inspection rebate program. The CSRD is now preparing a public engagement process to solicit community feedback on the initiative.

### Shuswap North Okanagan Rail Trail

The Board agreed to enter into an \$86,500 [agreement with Urban Systems](#) to provide engineering, design and construction oversight for the section of the rail trail from [Lansdowne Road to Armstrong Project](#). This section will be developed to the same standard as already set out for other portions of the rail trail.

## Business By Area

### Seymour Arm Community Wharf

Much-needed repairs to the Seymour Arm Community Wharf will proceed after Directors voted unanimously to provide \$180,000 towards the project. The CSRD funding will be allocated from the Electoral Area F Community Works Fund, creating no direct impact on the 2023 tax rates in the area. The \$180,000 CSRD contribution will be added to the \$120,000 contribution from the non-profit Seymour Arm Community Association to ensure the project moves ahead as soon as possible. The wharf was closed to public use in October 2022 due to structural safety concerns. See [news release](#).



### MacArthur Reedman Water System Intake

Due to issues with low lake levels in Shuswap Lake, the Board approved a study to identify new options for design of the [MacArthur Reedman Water System](#) intake. Currently the configuration of the lake-water supply pump is experiencing problems when water levels are below a certain threshold. The issue will come back to the Board once options and possible costs are identified in the report.

### Golden and Electoral Area A Indoor Aquatic Centre

Work continued to move the project forward with the Board approving [two contracts](#) for services. The first is an agreement with Ross Templeton and Associates Quantity

Surveyors for \$90,000, while the second is a contract with HCMA Architecture + Design for \$100,000 to provide website redevelopment, communication materials and grant writing support.

## Administration Bylaws

### Five Year Financial Plan 2023-2027

The CSRD Board passed one of the most significant annual milestones in approving the Five Year Financial Plan Bylaw. This bylaw is the culmination of much work, including meetings with Directors, staff and two public budget workshop sessions. The Five Year Financial Plan directs all spending for the upcoming fiscal year. The Local Government Act requires the plan to be adopted before March 31 of each year.

## Land-Use Matters



### Electoral Areas B, C, D, E, F, and G: Secondary Dwelling Units - Phase 1

With the approval of the Board at first reading, staff are proposing amendments to nine zoning bylaws and three Official Community Plans in order to increase the opportunities for secondary dwelling units in the CSRD. Providing more options for secondary dwelling units creates the potential to increase the supply of rental housing units and assists in addressing some housing affordability challenges. The project will now be moving forward into stakeholder consultation and gathering public input. More information on this project can be found at the [CSRD Connect Project Page](#).

### Electoral Areas B, C, D, E, F, and G: Accessory Building Amendments - Phase 1

First readings were approved for proposed amendments to zoning bylaws and land-use bylaws for consistent regulations on accessory building height and floor area sizes for single-detached residential properties. Updating regulations to meet the current market needs throughout the CSRD's nine zoning bylaws will make development easier for the public and construction industry, reduce the amount of development variance permits and improve timelines for development. This project goes hand-in-hand with the Secondary Dwelling Unit proposal, so that accessory buildings may be constructed large enough to accommodate a dwelling. The project will now be moving forward into stakeholder consultation and gathering public input. More information on this project can be found at the [CSRD Connect Project Page](#).

# Next Board Meeting


**Thursday, April 20, 2023**


The Regular CSRD Board Meeting will be held in the CSRD Boardroom, at 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 9:30 AM (PT) / 10:30 AM (MT). Any scheduling changes to the meeting start time will be noted on the [Meeting Calendar](#) on the CSRD's website.




The public is encouraged to join the meeting in-person or via [Zoom](#). The access link can also be found on the [Meeting Calendar](#) of the CSRD website under the Board meeting date.

*Please note: the CSRD Connect newsletter is not a substitute for the regional district's Board meeting minutes, which cover all agenda items. Minutes are available for public review at the [Agendas & Minutes](#) page of our website, [www.csr.bc.ca](http://www.csr.bc.ca)*

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555 Harbourfront Drive NE, PO Box 978 Salmon Arm, BC V1E 4P1



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Item 9.1

**CITY OF SALMON ARM**Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: The Mayor and Corporate Officer be authorized to execute a renewal agreement for a five (5) year period, January 1, 2023 to December 31, 2028, with the Columbia Shuswap Regional District for transit services to parts of the Regional District;

AND THAT: The Mayor and Corporate Officer be authorized to execute an amending agreement to reflect the split of Area C into Areas C and G, following the Columbia Shuswap Regional District's update to Bylaw 5091 to reflect the same.

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



**CITY OF**  
**SALMON ARM**

---

To: His Worship Mayor Harrison and Members of Council  
Date: March 14, 2023  
From: Chelsea Van de Cappelle, Chief Financial Officer  
Subject: Transit Service – Columbia Shuswap Regional District

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**MOTION FOR CONSIDERATION:**

THAT: The Mayor and Corporate Officer be authorized to execute a renewal agreement for a five (5) year period, January 1, 2023 to December 31, 2028, with the Columbia Shuswap Regional District for transit services to parts of the Regional District;

AND THAT: The Mayor and Corporate Officer be authorized to execute an amending agreement to reflect the split of Area C into Areas C and G, following the Columbia Shuswap Regional District's update to Bylaw 5091 to reflect the same.

**BACKGROUND:**

The transit agreement with the Columbia Shuswap Regional District (CSRD) expired on March 31, 2012. The City, through its contract with BC Transit, provides transit services to parts of the Regional District, specifically:

*The boundaries of the Salmon Arm Regional Transit Service Area shall be the corporate boundaries of the City of Salmon Arm and Electoral Area "C" and portions of Electoral Area "D" of the Columbia Shuswap Regional District as defined in Bylaw No. 5091;*

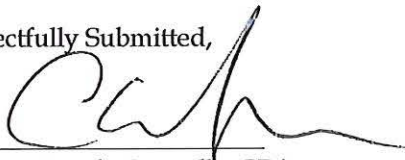
The CSRD is currently in the processes of reviewing Bylaw No. 5091 to reflect the recent split of Area C into Areas C and G. Following this, an amendment will be required to the Transit Service agreement.

The costs of providing this service for the last five (5) years are summarized below. These costs are billed back monthly to the CSRD.

|                     |                     |
|---------------------|---------------------|
| 2022 - \$ 24,507.05 | 2019 - \$ 24,033.80 |
| 2021 - \$ 19,412.77 | 2018 - \$ 24,714.14 |
| 2020 - \$ 21,844.80 |                     |

While the previous agreement expired in 2012, services and cost recovery have continued with the CSRD. This motion for consideration will formalize the continuation of shared transit services.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA

Item 9.2

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: Agricultural Land Commission Application No. 415 be authorized for submission to the Agricultural Land Commission.

[Thurgood, J. & L.; 5491 10 Avenue NE; Non-Farm Use]

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

---

To: His Worship Mayor Harrison and Council

Date: March 14, 2023

Subject: Agricultural Land Commission Application No. 415 (Non-Farm Use)  
Legal: Parcel A, (Plan B1123) of the West ½ of the South West ¼ Section 20, Township  
20, Range 10, W6M, KDYD,  
Civic: 5491 10 Avenue NE  
Owner/Applicant: Jay and Lennie Thurgood

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**STAFF RECOMMENDATION:**

**THAT: Agricultural Land Commission Application No. 415 be authorized for submission to the Agricultural Land Commission.**

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**PROPOSAL**

The owner of 5491 10 Avenue NE is requesting Non-Farm Use approval from the Agricultural Land Commission (ALC) in order to construct and operate a pet crematorium in an accessory building on the subject property. The ALC application is enclosed as Appendix 1.

**BACKGROUND**

The subject property is approximately 10ha (25ac). It is within the Agricultural Land Reserve (ALR), designated Acreage Reserve in the Official Community Plan (OCP), outside the Urban Containment Boundary (UCB), and is zoned A2 - Rural Holding Zone (Appendices 2 to 6). The subject property is comprised of a number of agricultural buildings, a single family dwelling constructed in 2013 and a decommissioned building that was previously the principle dwelling. The applicant is proposing to demolish the decommissioned building to make way for the proposed accessory building.

The proposed accessory building would include a detached dwelling and pet crematorium. The applicant has stated the floor area of the pet crematorium would be under 100m<sup>2</sup> (1076ft<sup>2</sup>) and the detached dwelling less than 90m<sup>2</sup> (968ft<sup>2</sup>). Given the proposed area of the detached dwelling and pet crematorium (operating as a Home Occupation) the uses are permitted under the City's A2 and General Regulations of the Zoning Bylaw. A site plan and a photo of the building to be demolished are included as Appendix 6.

The subject property has an Improved Soil Capability Rating of 100% Class 4 (W) and O4 (W), affected by conditions of excess water and low fertility (Appendix 7). With regard to the Unimproved Soil Capability Rating, the subject property is 80% Class 5 and 20% Class O5 (Appendix 8), affected by conditions of excess water and low fertility. Soil capability rating ranges from Class 1 to Class 7, "O" is in reference to Organic Soils. The best agricultural lands are rated Class 1 because they have ideal climate and soil to allow the growth of the widest range of crops. Class 7 is considered non-arable, with no potential for soil bound agriculture.

Adjacent zoning and land uses include the following:

North: Rural Holding (A-2) – ALR – Single Family Dwelling/ Home Occupation  
South: Rural Holding (A-2) – ALR – Agriculture/Hay Fields  
East: Mobile Home Park (R6) – Mobile Home Park  
West: Rural Holding (A-2) - ALR – Residential/Agriculture/Pasture

COMMENTSEngineering Department

No concerns.

Building Department

No concerns.

Fire Department

No concerns.

Agricultural Advisory Committee

The Agricultural Advisory Committee reviewed the application at their March 8, 2023 meeting and passed the following resolution:

THAT: The AAC supports ALC Application No. 415.

The applicants attended the meeting and confirmed that the unit is designed to facilitate only small animals and is designed to be smokeless and odourless. Following cremation the animal remains would be returned to the owners and the operation would not include any on-site disposal.

Planning Department

Home Occupations are defined in the Zoning Bylaw as "any occupation or profession carried out in a home, where the occupation or profession is accessory to the use of a dwelling for residential purposes". Further the regulations stipulate that the Home Occupation shall not create a nuisance and is limited to 100m<sup>2</sup> (1076ft<sup>2</sup>). Further, the Home Occupation shall not generate noise, vibration, smoke, dust, toxic or noxious matter, or odour beyond the subject property.

The pet crematorium as proposed would be consistent with the regulations of a Home Occupation. The applicant has provided a letter from the manufacturer of the crematorium that provides details for the unit. The letter is enclosed as Appendix 9.

Should the application be supported by the ALC, the applicant would then apply for a Building Permit and compliance with zoning regulations would be confirmed. If in the future the applicant wishes to expand the operation or increase the area of the building further approvals through the City and ALC would be necessary. As mentioned above, the proposed second dwelling and pet crematorium are permitted uses under the Zoning Bylaw No. 2303, staff are supportive of the application.



Prepared by: Melinda Smyrl, MCIP, RPP  
Planner



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



# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 67441

**Application Status:** Under LG Review

**Applicant:** Joseph Thurgood

**Local Government:** City of Salmon Arm

**Local Government Date of Receipt:** 01/26/2023

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Non-Farm Use

**Proposal:** To demolish existing old home on property and replace with new building to house a pet crematorium service.

**Mailing Address :**

5491 10th Ave NE

Salmon Arm, BC

V1E 1Y1

Canada

**Primary Phone :** (250) 832-2084

**Mobile Phone :** (250) 833-2754

**Email :** jjthurgood@msn.com

## Parcel Information

### Parcel(s) Under Application

1. **Ownership Type :** Fee Simple

**Parcel Identifier :** 008-287-121

**Legal Description :** PARCEL A (PLAN B1123) OF THE WEST 1/2 OF THE SOUTH WEST 1/4 OF SECTION 20 TOWNSHIP 20 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLANS B1937 AND 10416

**Parcel Area :** 9.5 ha

**Civic Address :** 5491 10th Ave NE

**Date of Purchase :** 06/24/2004

**Farm Classification :** Yes

**Owners**

1. **Name :** Joseph Thurgood

**Address :**

5491 10th Ave NE

Salmon Arm, BC

V1E 1Y1

Canada

**Phone :** (250) 832-2084

**Cell :** (250) 833-2754

**Email :** jjthurgood@msn.com

**Applicant:** Joseph Thurgood

### Current Use of Parcels Under Application

1. **Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**  
*Sheep 50%, chicken 5% and horse breeding/raising 45%*
2. **Quantify and describe in detail all agricultural improvements made to the parcel(s).**  
*Fencing 7hectares, new barn, new arena and new home built since purchased in 2004*
3. **Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**  
*House and old decommissioned home*

### Adjacent Land Uses

#### North

**Land Use Type:** Residential  
**Specify Activity :** homes with small acreage

#### East

**Land Use Type:** Agricultural/Farm  
**Specify Activity :** neighbour has cattle and horses , Excavation company

#### South

**Land Use Type:** Residential  
**Specify Activity :** Has a dog grooming business and Auto detailing shop

#### West

**Land Use Type:** Agricultural/Farm  
**Specify Activity :** White mountain nursery, haskap berries, horse acreage

### Proposal

1. **How many hectares are proposed for non-farm use?**  
*0.01 ha*
2. **What is the purpose of the proposal?**  
*To demolish existing old home on property and replace with new building to house a pet crematorium service.*
3. **Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.**  
*The cost of purchasing more property for proposed business would make the business non profitable.*
4. **Does the proposal support agriculture in the short or long term? Please explain.**

**Applicant:** Joseph Thurgood

**P58**

*Yes in the long term, we may be able to offer a livestock cremation service if the business is profitable. There are no current cremation services in our area. The nearest one is in Armstrong and Lake country. The current companies do not do any livestock. My wife and I are both large animal veterinarians and have an interest in the livestock viability in the area.*

**5. Do you need to import any fill to construct or conduct the proposed Non-farm use?**

*No*

### **Applicant Attachments**

- Proposal Sketch - 67441
- Other correspondence or file information - BC assessment
- Site Photo - #2 photo
- Site Photo - #1 photo
- Certificate of Title - 008-287-121

### **ALC Attachments**

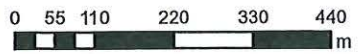
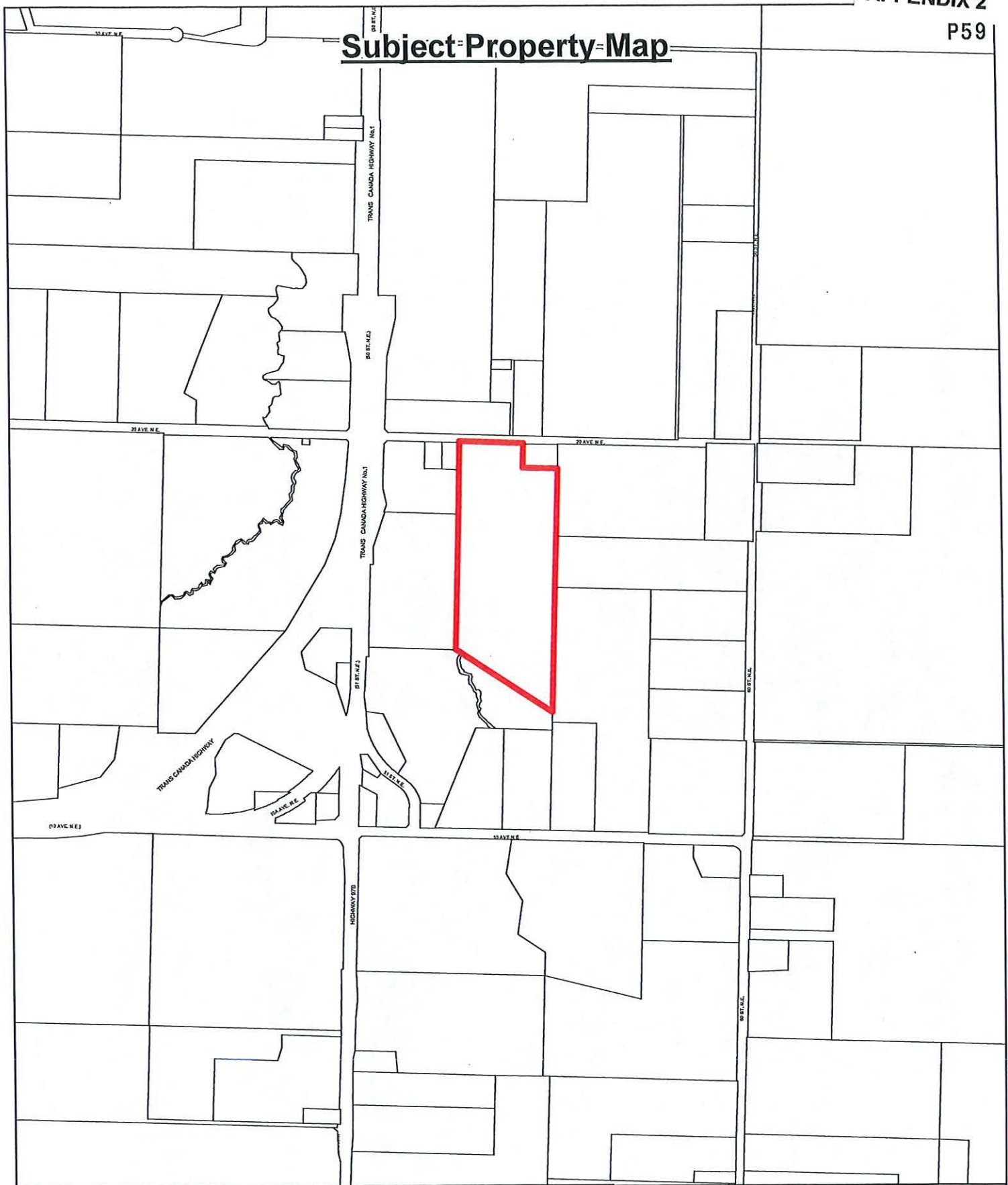
None.

### **Decisions**

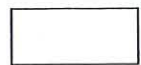
None.

**Applicant: Joseph Thurgood**

# Subject Property Map



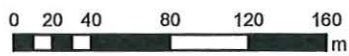
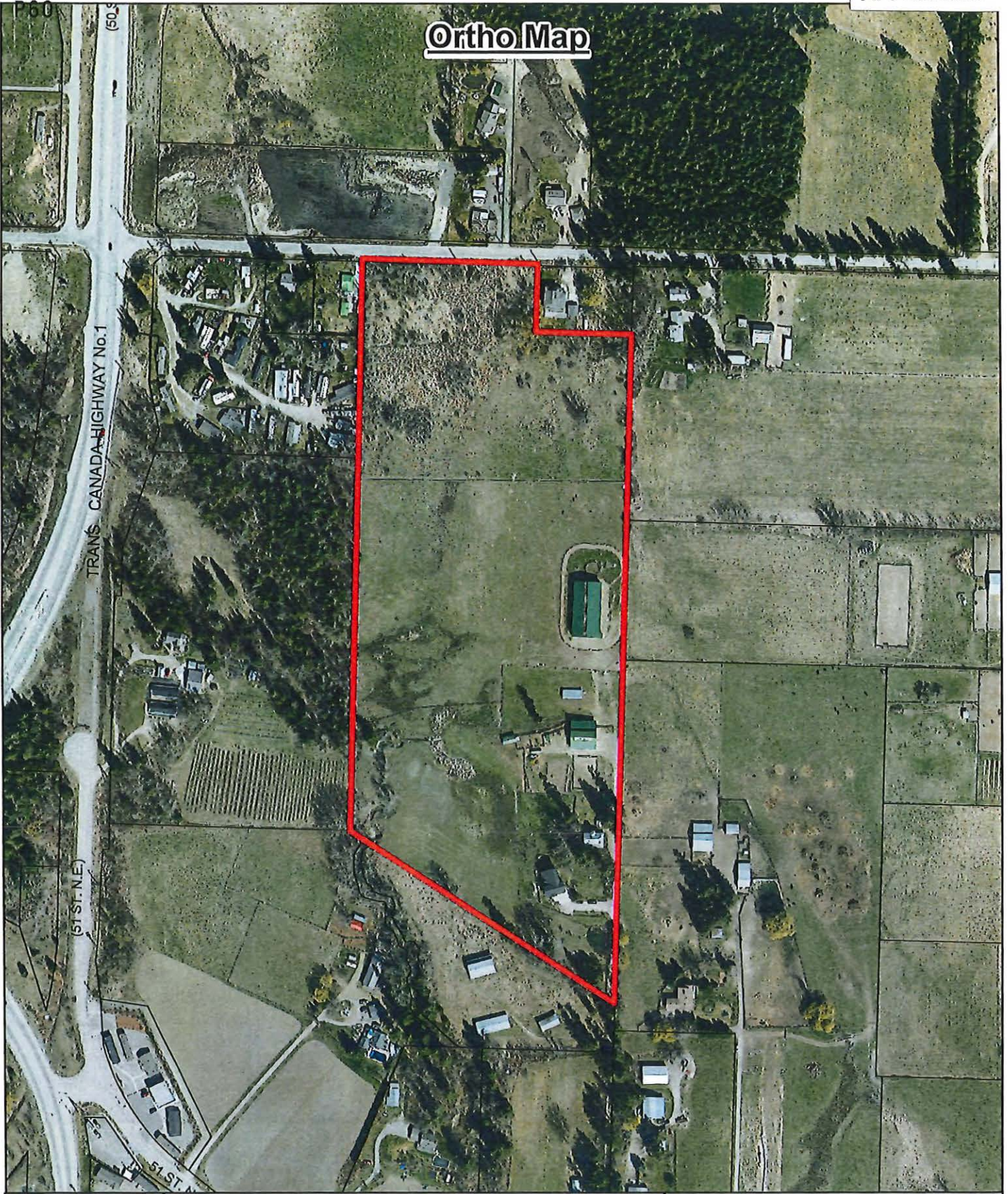
Subject Property



Parcels

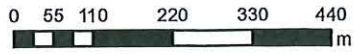
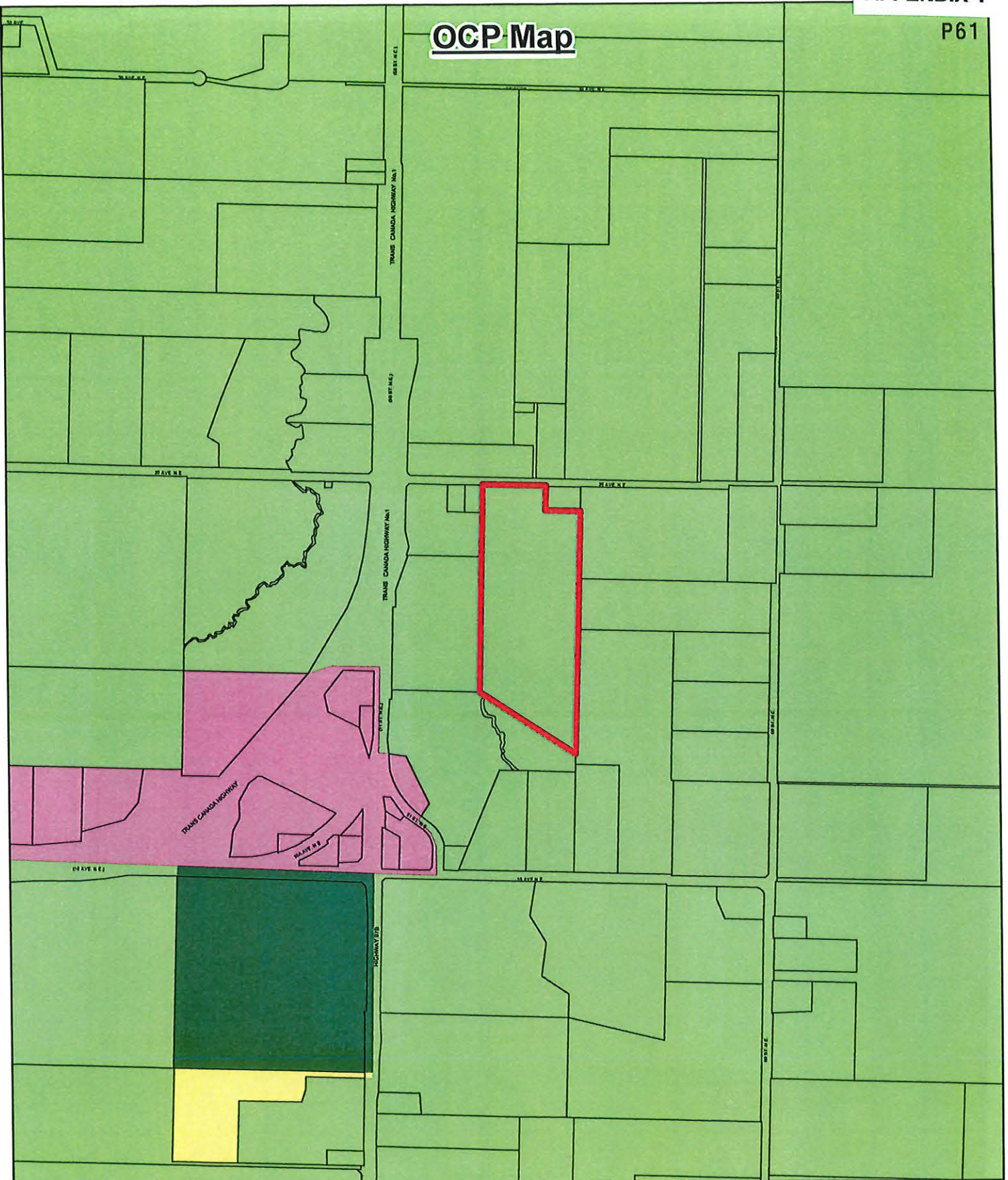


# Ortho Map



-  Subject Property
-  Parcels

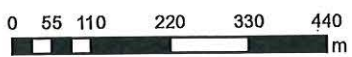
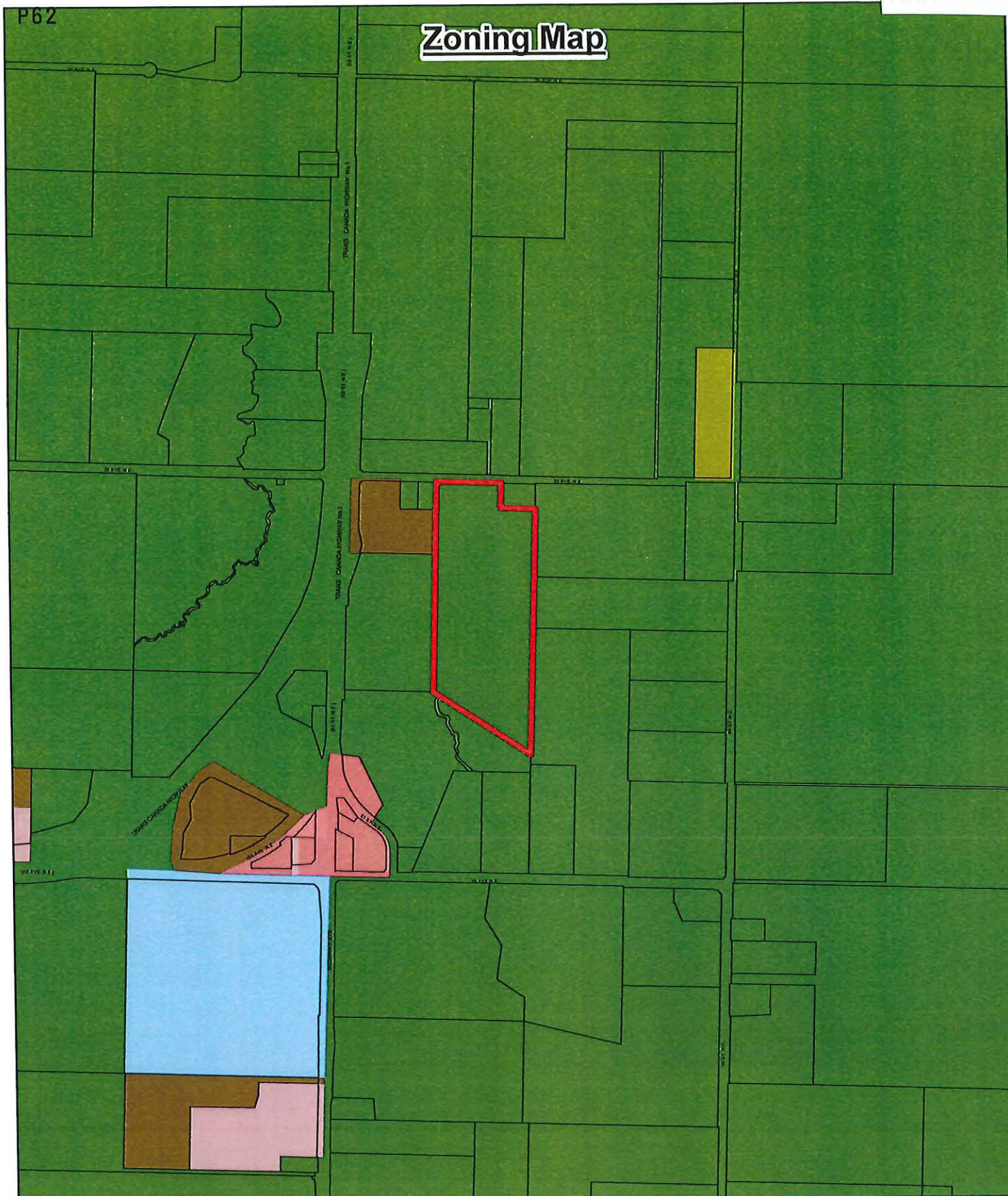
# OCP Map



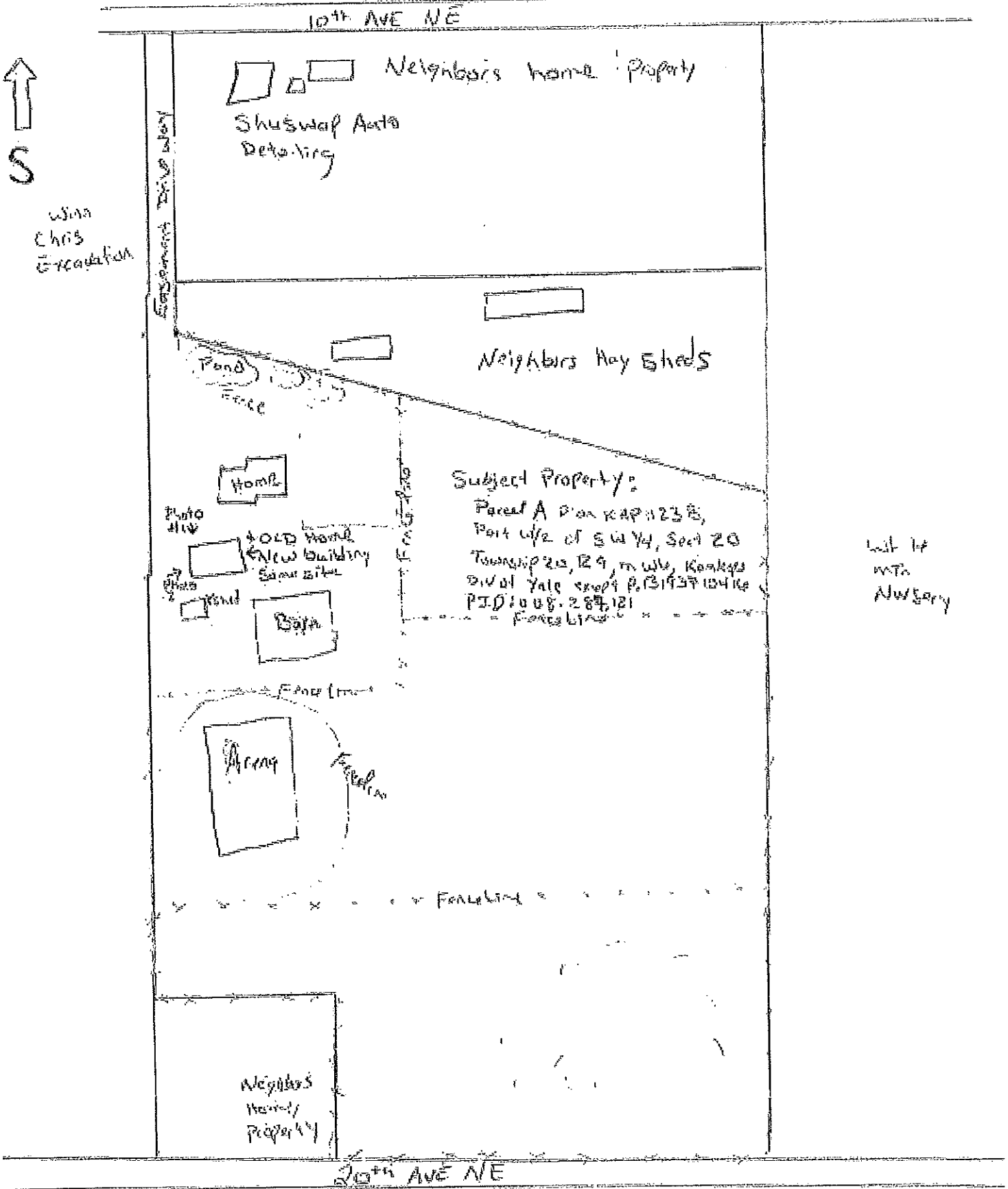
-  Subject Property
-  Acreage Reserve
-  Parcels
-  Park
-  Residential - Low Density
-  Commercial - Highway Service / Tourist

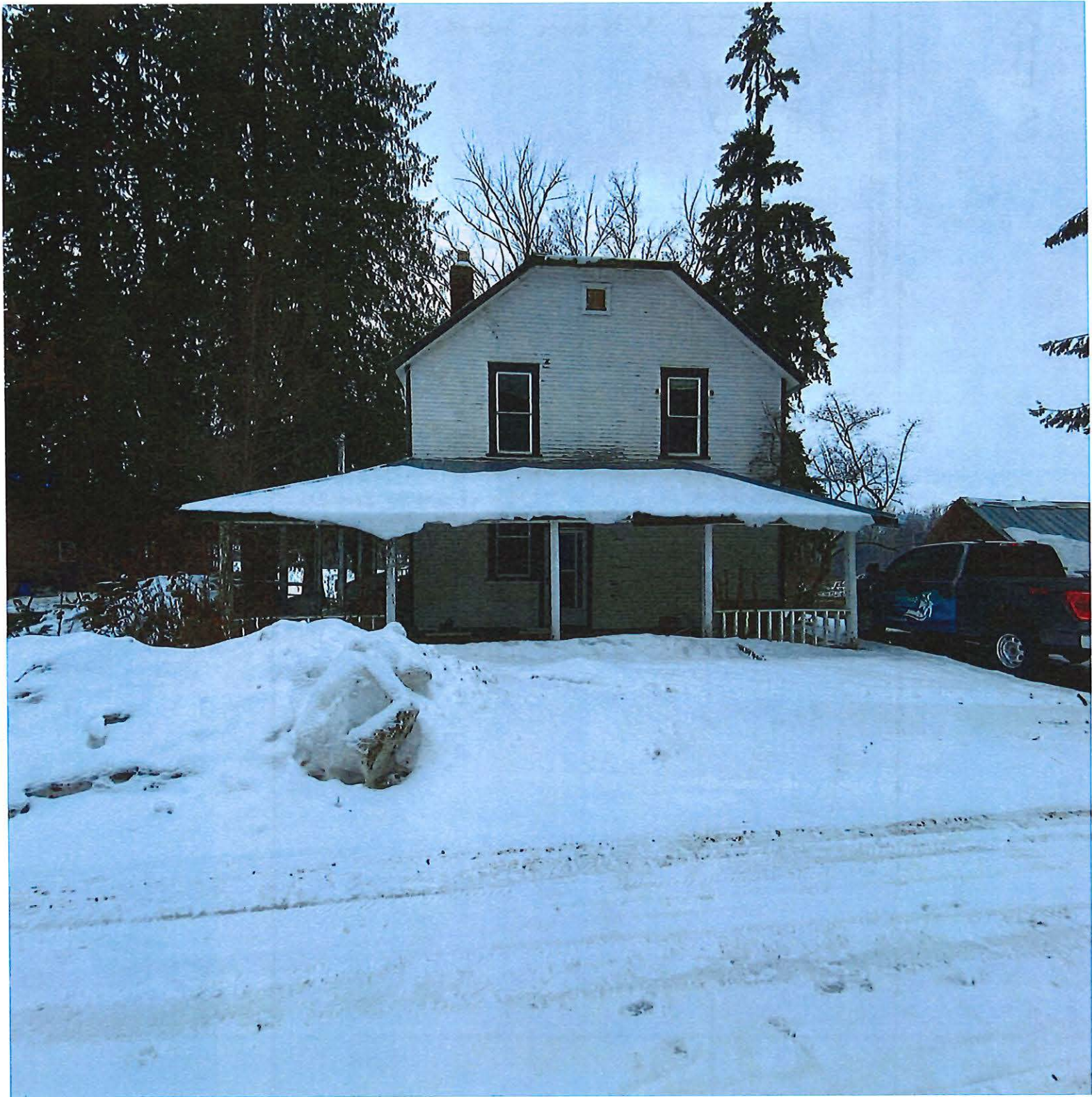
P62

# Zoning Map

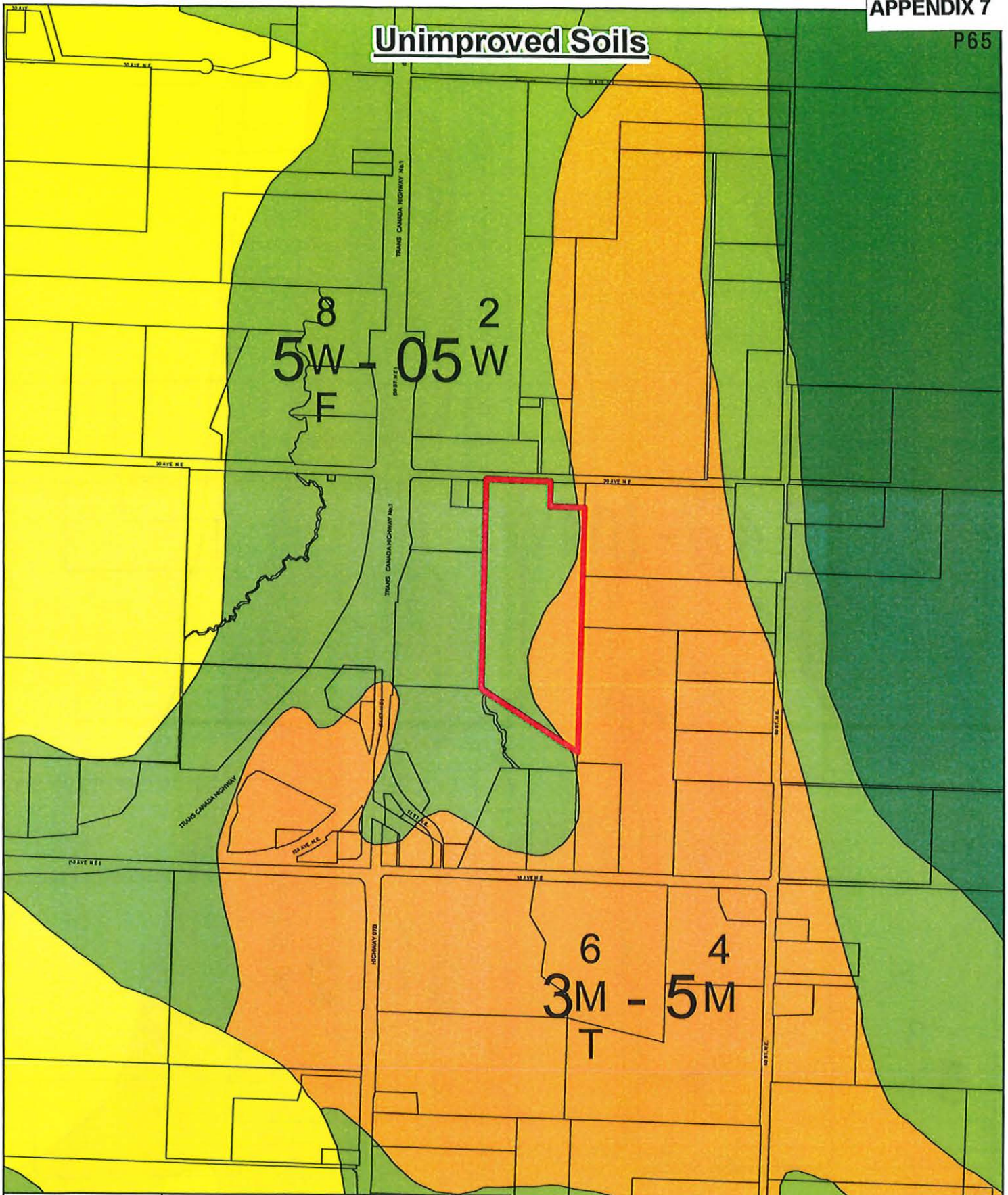








|  |                  |  |     |  |     |
|--|------------------|--|-----|--|-----|
|  | Subject Property |  | A-2 |  | C-5 |
|  | Parcels          |  | A-3 |  | P-1 |
|  |                  |  | C-3 |  | P-3 |
|  |                  |  | C-4 |  | R-6 |



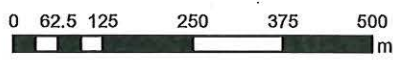
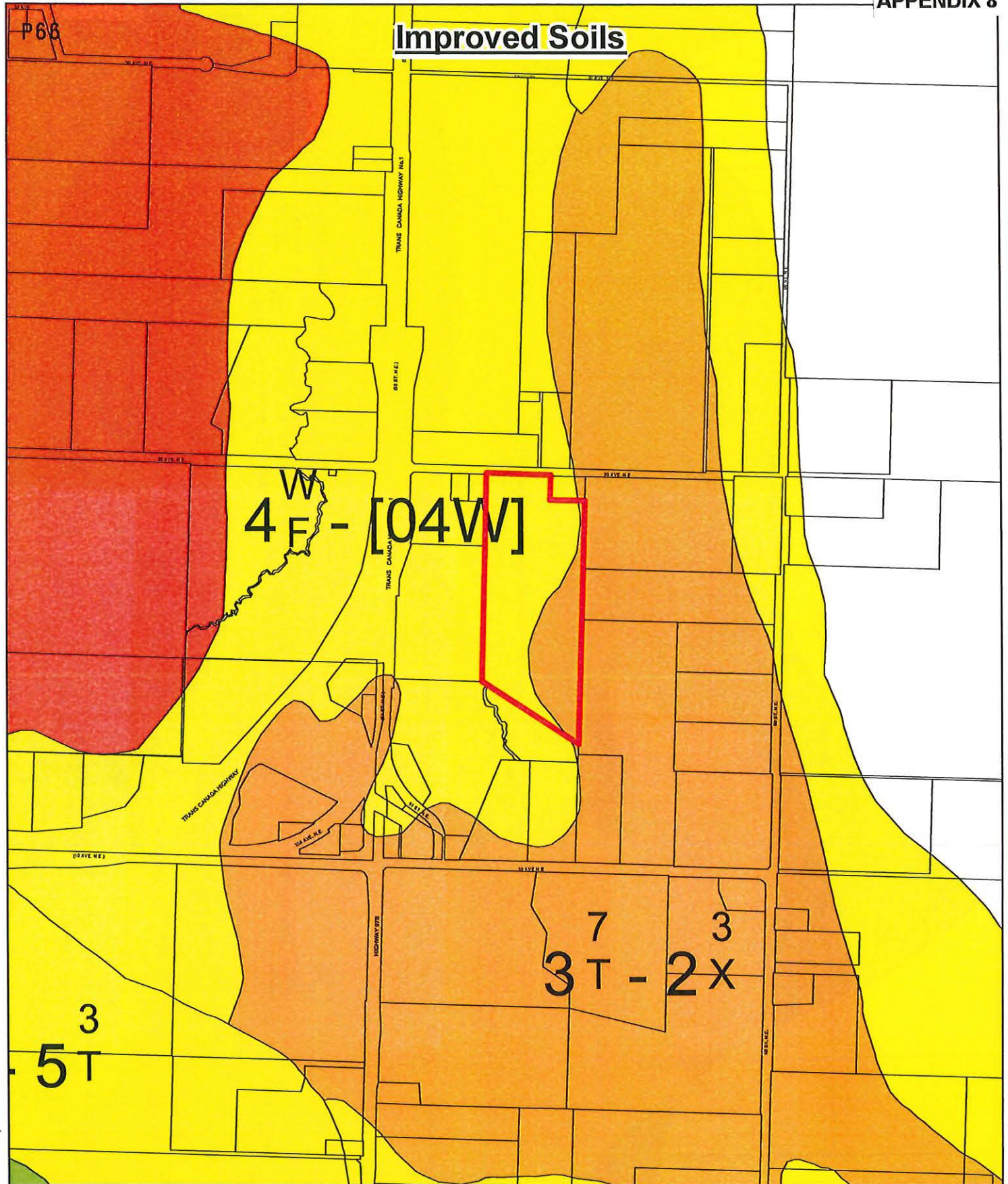


# Unimproved Soils



-  Subject Property
-  Parcels
-  CLASS 3
-  CLASS 4
-  CLASS 5
-  CLASS 6

# Improved Soils



- Subject Property
- CLASS 2
- CLASS 4
- CLASS 3
- CLASS 5
- Parcels



**Re: Pet crematory impact on the environment and surrounding areas.**

Under normal operating conditions, modern crematories operate efficiently and inconspicuously, without smoke or odor. Unless specifically identified, the crematory is not noticeable to an outside observer. In addition, crematories do not discharge wastewaters or use any water in the cremation process.

Pet remains are mostly made of organic compounds such as hydrogen and water. Cremation (chemically known as oxidation) is ideal for disposing of pet remains as organic compounds that can be completely transformed into carbon dioxide and water. Only 2% to 8% of pet remains are inorganic and comprised of sodium and potassium (bones). At the end of the cremation cycle, only a few sterile bone fragments remain.

Modern cremators have a 99.99% combustion efficiency. Cremation containers, if used, are designed to be cremated without causing Hazardous Air Pollutants as defined by the EPA under the Clean Air Act.

Complete combustion is achieved in the temperature controlled (1,600° – 1,800° Fahrenheit) Secondary Chamber, also called the Afterburner. The volatilized carbon created in the combustion process is fully converted to carbon dioxide. In addition, an Opacity Sensor is located at the base of the stack to monitor the clarity of exhaust gases. If the exhaust gases were to reach the maximum locally allowed opacity, the PLC (Programmable Logic Control) would automatically shut down the primary burner and adjust combustion air supply to slow the combustion rate and prevent visible emissions from exiting the stack. The cremation process is fully automated and PLC based. Operating temperatures and air flows are constantly monitored for maximum efficiency. Temperature Recorder Charts also provide auditable data to insure the cremator operates within the environmentally mandated limits.

Our modern cremators fully comply with all stringent Federal, State and local requirements.

Sincerely,

U.S. Cremation Equipment



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Item 9.3

**CITY OF SALMON ARM**Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: Council approve the purchase of three new Chemtrac Particle Counters for process monitoring at the Water Treatment Plant from CB Process Instrumentation & Controls, for the quoted amount of \$35,972.16 including applicable taxes;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in procurement of these works and services to authorize the sole sourcing to CB Process Instrumentation & Controls.

**Vote Record**

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

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

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TO: His Worship Mayor Harrison and Members of Council  
FROM: Robert Niewenhuizen, Director of Engineering and Public Works  
PREPARED BY: Gerry Rasmuson, Manager of Utilities  
DATE: March 8, 2023

SUBJECT: **Water Treatment Plant – Chemtrac Particle Counters Purchase**

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### **STAFF RECOMMENDATION**

**THAT: Council approve the purchase of three new Chemtrac Particle Counters for process monitoring at the Water Treatment Plant from CB Process Instrumentation & Controls, for the quoted amount of \$35,972.16 including applicable taxes;**

**AND THAT: The City's Purchasing Policy No.7.13 be waived in procurement of these works and services to authorize the sole sourcing to CB Process Instrumentation & Controls.**

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### **BACKGROUND**

The City of Salmon Arm's Water Treatment Plant was placed online in May 2009 to treat raw water from Shuswap Lake to meet the parameters specified under the Drinking Water Protection Act. The City incorporates a direct filtration process followed by Ultra Violet and Chlorine disinfection prior to distribution to the water network for consumption.

The initial phase of water treatment involves the addition of chemicals to enhance the coagulation/flocculation process in removing particulate. Part of the operational analysis to optimize this process includes utilizing particle counters, which are a measureable gauge indicating the effectiveness of the filtration process. Initially five Hach particle counters were installed at the time of construction of the plant. One analyzer is utilized to count particulate in the raw water while the other four are utilized to monitor the effluent from the four filters. Two of the units failed last year and were subsequently replaced with the Chemtrac PC3400 analyzer.

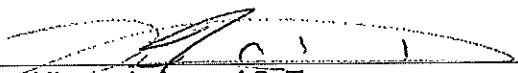
### **STAFF COMMENTS**

When the two Hach particle counters failed within days of each other staff determined that replacement with the Chemtrac PC3400 particle counter was the most viable solution as they were considerably cheaper than the Hach model and peers in the industry recommended them. Further, the Chemtrac units are calibration friendly for staff whereas the proprietary Hach models require a service technician from Hach to attend the site to complete the work at a considerable

expenditure. Satisfied with the new analyzers staff proceeded to budget (\$40,000) for replacement of the other three units in 2023. In the process of obtaining quotes staff was informed by Hach that they have discontinued the production of their particle counters so the search for comparable products went online and staff reached out to industry peers for other recommendations. Eventually we determined that the only particle counter available in North America for water analysis is the Chemtrac PC3400. Utilizing one specific analyzer is also beneficial for operations as it offers redundancy for spare parts while providing for one point of contact for maintenance. As such, staff views this as a sole source project under Policy No. 7.13 Section 3 whereby it is a non-competitive situation due to the proprietary nature of the analyzer.

Staff recommends purchasing three Chemtrac PC3400 Online Particle Counters from CB Process Instrumentation and Controls for a total expense of \$35,972.16 including applicable taxes.

Respectfully submitted,



Robert Niewenhuisen, ASCT  
Director of Engineering and Public Works

cc. Chelsea Van de Cappelle, CFO

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Item 9.4

## CITY OF SALMON ARM

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to increase the budget for Re & Re Old Fuel Tanks Underground by \$17,520.00 funded from the Airport Major Maintenance Reserve;

AND THAT: the 2023 Budget contained in the 2023-2027 Financial Plan Bylaw be amended to increase the Apron Paving Capital Budget by \$9,000.00 funded from the Airport Capital Improvements Reserve;

AND THAT: Council accept the quote received from D Webb Contracting Ltd. to undertake the removal of 3 in-ground fuel tanks for a unit price quote of \$39,520.00 plus applicable taxes.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering & Public Works

PREPARED BY: Gabriel Bau Baiges, City Engineer

DATE: March 22, 2023

SUBJECT: **2023-06 Airport Fuel tank Removal – AWARD**

---

**RECOMMENDATION:**

- THAT:** The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to increase the budget for Re & Re Old Fuel Tanks Underground by \$17,520.00 funded from the Airport Major Maintenance Reserve;
- AND THAT:** The 2023 Budget contained in the 2023 – 2027 Financial Plan Bylaw be amended to increase the Apron Paving Capital Budget by \$9,000.00 funded from the Airport Capital Improvements Reserve.
- AND THAT:** Council accept the quote received from D Webb Contracting Ltd. to undertake the removal of 3 in-ground fuel tanks for a unit price quoted of \$39,520.00 plus applicable taxes.

---

**BACKGROUND:**

The City requested quotes from 5 contractors for the removal of the 3 in-ground fiberglass fuel tanks on February 24, 2023. Work includes: removal of existing asphalt, removal of tanks and piping, regrading and installation of drainage. City will be responsible for fine grading and paving under the Apron Paving budget which will be facilitated through a different contractor. City will look after necessary airport closures to facilitate the contractor's and paving schedules in April 2023.

The City reviewed the submitted quote upon quote closing on March 2, 2023. The following quotation was received:

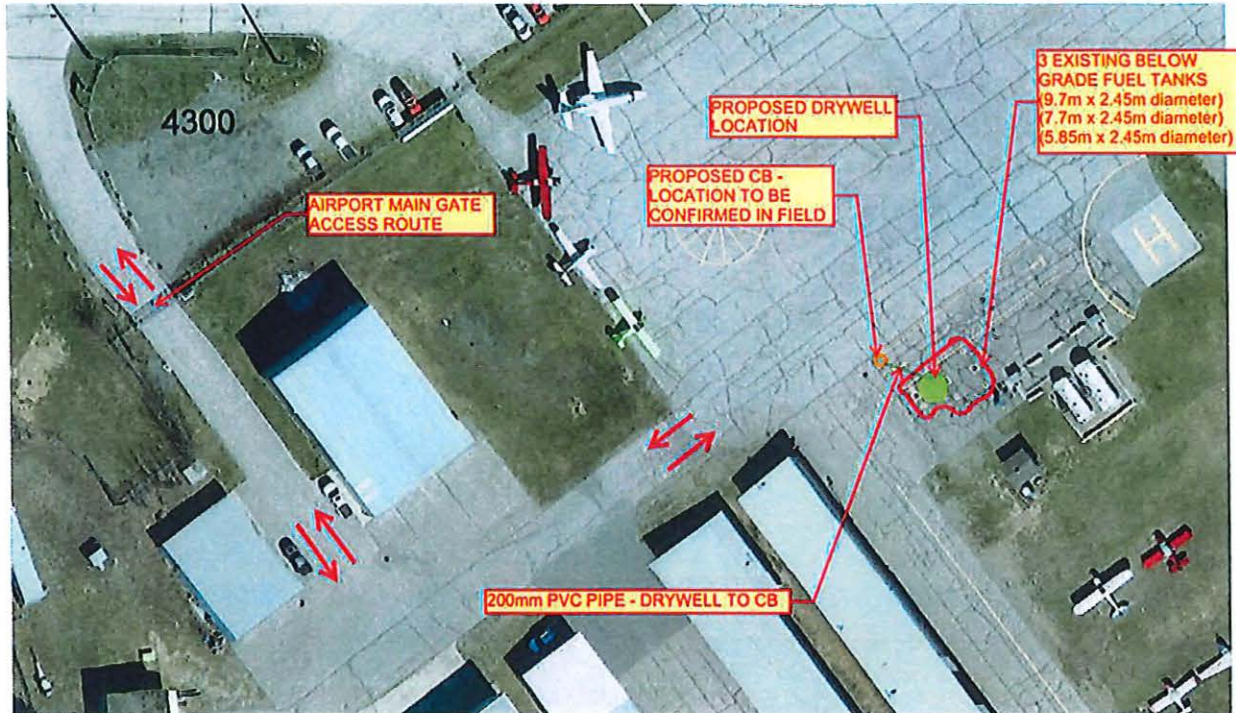
| Company                | Price*      |
|------------------------|-------------|
| D Webb Contracting Ltd | \$39,520.00 |

\*taxes not included

D Webb Ltd. is a contractor out of Enderby, BC and has successfully completed many other City projects successfully.

## 2023-06 Airport Fuel Tank Removal – QUOTE AWARD

For information see below map showing the project site.



Approved budget:

- 2023 Airport Fuel Tanks removal is \$22,000 which includes tank removal to be completed by Contractor ,
- 2023 Apron Paving is \$15,000.00.

Additional funding is required to allow this project to proceed.

Staff are recommending:

- Additional funding required to proceed with the tank removal be taken from the Airport Major Maintenance Reserve (\$17,520.00), and
- Additional funding to proceed with the Apron Paving be taken from the Airport Capital Improvement Reserve (\$9,000.00).

Staff recommend that D Webb Contracting Ltd. be awarded the Airport Fuel Removal Contract at their quoted price of \$39,520.00, plus applicable taxes.

Respectfully submitted,

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

c.c. Chelsea Van de Cappelle, Chief Financial Officer



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Item 11.1

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560 be read a final time.

[OCP4000-53; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR]

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

23. STATUTORY PUBLIC HEARINGS

1. Official Community Plan Amendment Application No. OCP4000-53 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; MR to HR]

The Planning Official explained the proposed Official Community Plan Amendment Application.

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the proposal and was available to answer questions from Council.

Submissions were called for at this time.

R. & I. Haack – Email dated March 13, 2023

E. Poustie expressed concerns about screening and buffers to the adjacent property, the amount of parking on site, potential flooding, snow removal on the development site and management of the units. There was also concerns about whether consideration was given to the potential conflict between residential and agricultural.

Councillor Flynn left the meeting at 8:29 p.m. and returned at 8:30 p.m.

D. Lamboo expressed concerns about traffic and parking.

R. St. Arnault expressed concerns about the location of the garbage receptacle, snow removal on the site and emergency response access. There were also concerns about the management of the building.

R. Adams spoke in favour of the application.

C. Burden expressed concerns about parking and inquired about a traffic impact assessment, upgrades on 10<sup>th</sup> Street, utility interruptions and project timelines.

The meeting recessed at 8:52 p.m.

The meeting reconvened at 8:59 p.m.

R. Bestoon, the agent, responded to the questions.

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:19 p.m. followed by comments from Council.

**CITY OF SALMON ARM**

**BYLAW NO. 4560**

**A bylaw to amend "City of Salmon Arm Official Community Plan  
Bylaw No. 4000"**

---

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on March 13, 2023 at the hour of 7:00 p.m. was published in the March 1 and March 8, 2023 issues of the Salmon Arm Observer;

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

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

1. "City of Salmon Arm Official Community Plan Bylaw No. 4000" is hereby amended as follows:
  1. Re-designate Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from MR (Medium Density Residential) to HR (High Density Residential), as shown on Schedule "A" attached hereto and forming part of this bylaw.

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Official Community Plan Amendment Bylaw No. 4560".

READ A FIRST TIME THIS 13<sup>th</sup> DAY OF FEBRUARY 2023

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF FEBRUARY 2023

READ A THIRD TIME THIS 13<sup>th</sup> DAY OF MARCH 2023

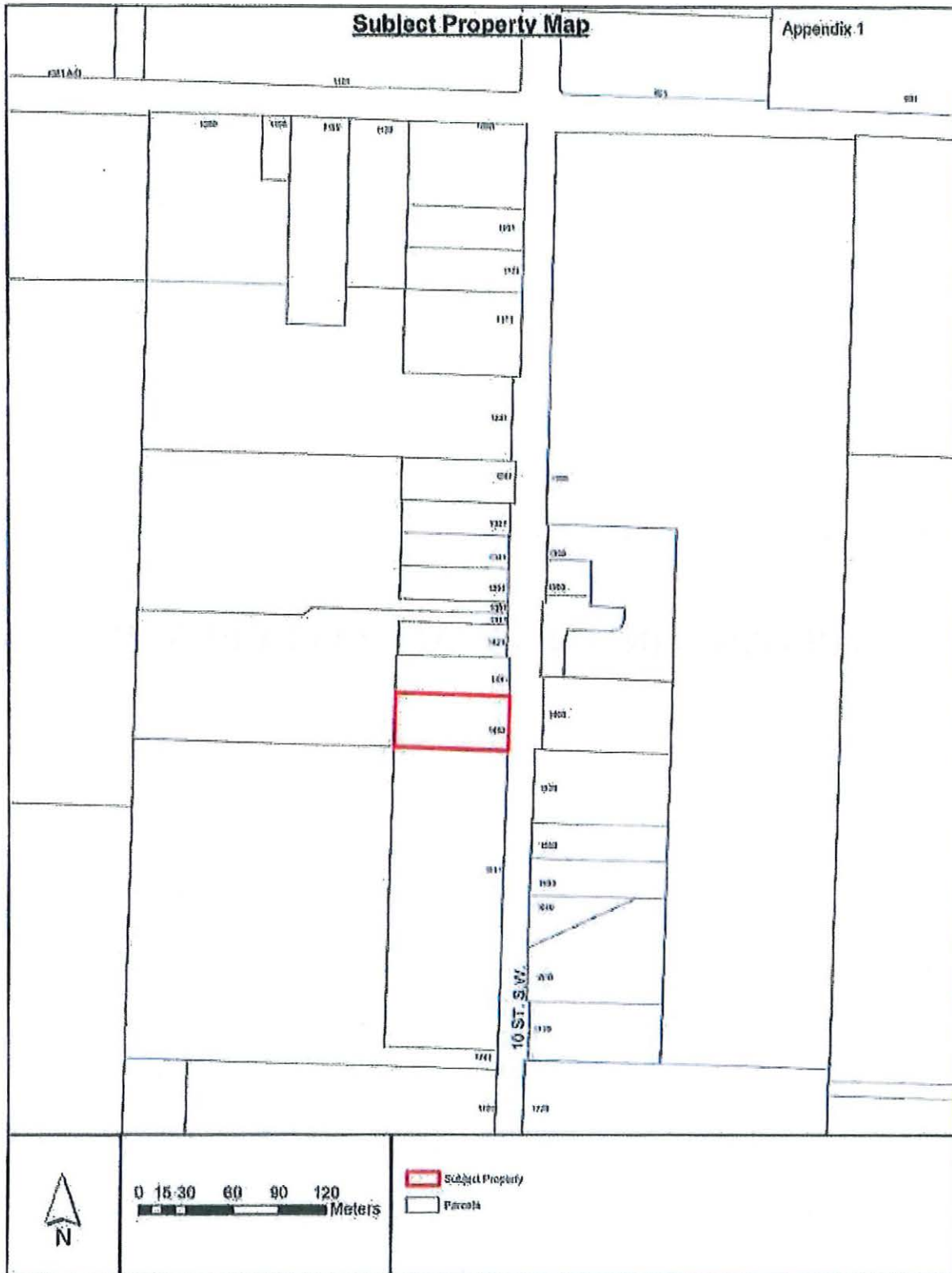
ADOPTED BY COUNCIL THIS DAY OF 2023

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MAYOR

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CORPORATE OFFICER



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Item 11.2

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4561 be read a final time.

[ZON-1255; 1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5]

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



23. STATUTORY PUBLIC HEARINGS

2. Zoning Amendment Application No. ZON-1255 [1026082 BC Ltd./IBA Architecture Inc.; 1481 10 Street SW; R-1 to R-5]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

R. Bestoon, IBA Architecture Inc., agent for the applicant, outlined the proposal and was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:22 p.m. followed by comments from Council.

## CITY OF SALMON ARM

### BYLAW NO. 4561

#### 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 March 13, 2023 at the hour of 7:00 p.m. was published in the March 1 and March 8, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 10, Township 20, Range 10, W6M, KDYD, Plan 31437 from R-1 (Single Family Residential Zone) to R-5 (High Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4561"

READ A FIRST TIME THIS 13<sup>th</sup> DAY OF FEBRUARY 2023

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF FEBRUARY 2023

READ A THIRD TIME THIS 13<sup>th</sup> DAY OF MARCH 2023

ADOPTED BY COUNCIL THIS DAY OF 2023

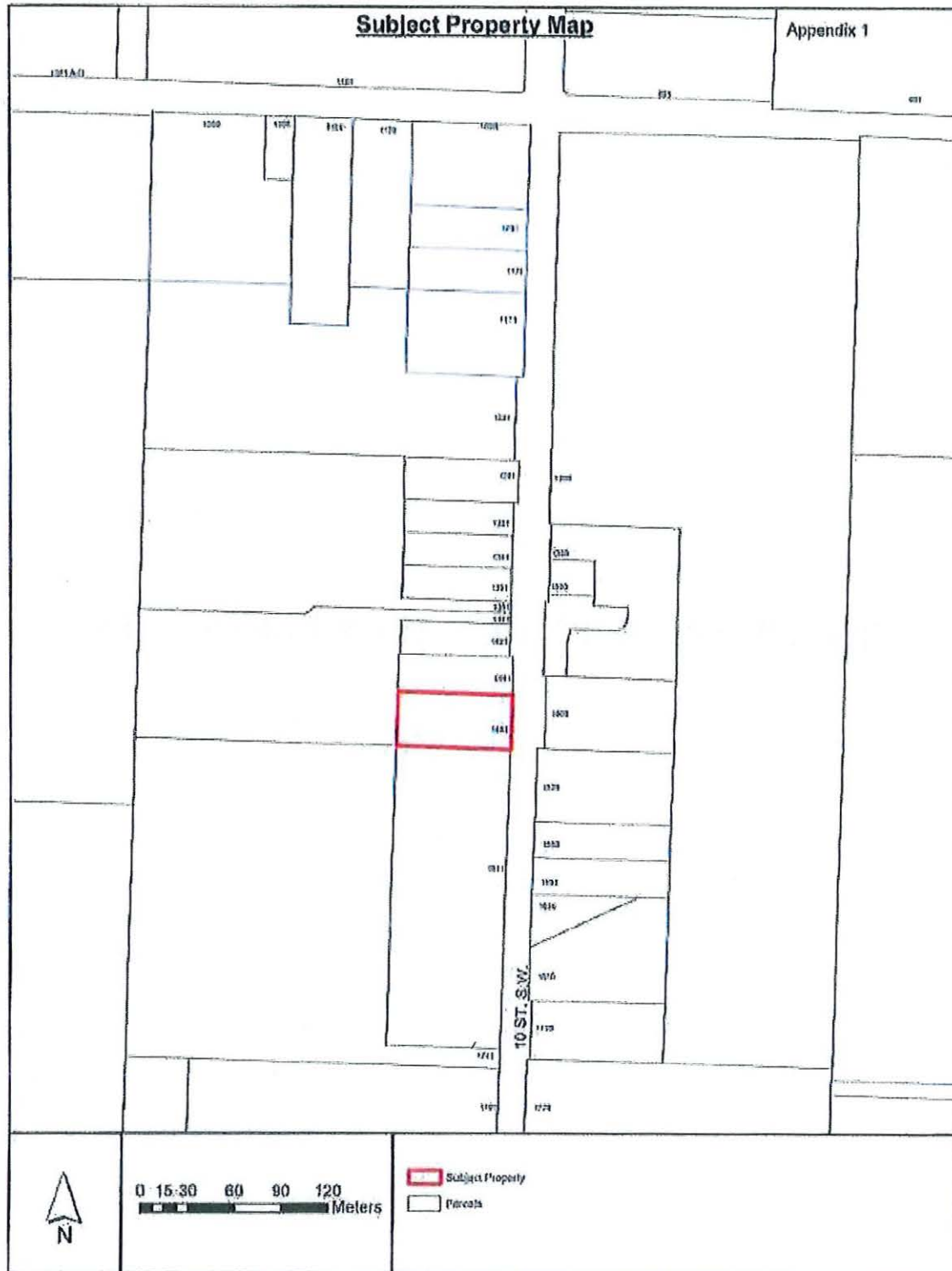
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MAYOR

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CORPORATE OFFICER

### Schedule "A"



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Item 11.3

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4553 be read a final time.

[ZON-1252; Folkman, D.; 3361 16 Avenue NE; R-1 to R-8]

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

23. STATUTORY PUBLIC HEARINGS

3. Zoning Amendment Application No. ZON-1252 [Folkman, D.; 3361 16 Avenue NE; R-1 to R-8]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

D. Folkman, the applicant, was available to answer questions from Council.

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:24 p.m. followed by comments from Council.

**CITY OF SALMON ARM****BYLAW NO. 4553****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 March 13, 2023 at the hour of 7:00 p.m. was published in the March 1 and March 8, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 1, Section 19, Township 20, Range 9, W6M, KDYD, Plan 17283 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.

---



City of Salmon Arm  
Zoning Amendment Bylaw No. 4553

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4553"

READ A FIRST TIME THIS 27<sup>th</sup> DAY OF FEBRUARY 2023

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF FEBRUARY 2023

READ A THIRD TIME THIS 13<sup>th</sup> DAY OF MARCH 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE 20 DAY OF MARCH, 2023

*Avinash Bani*

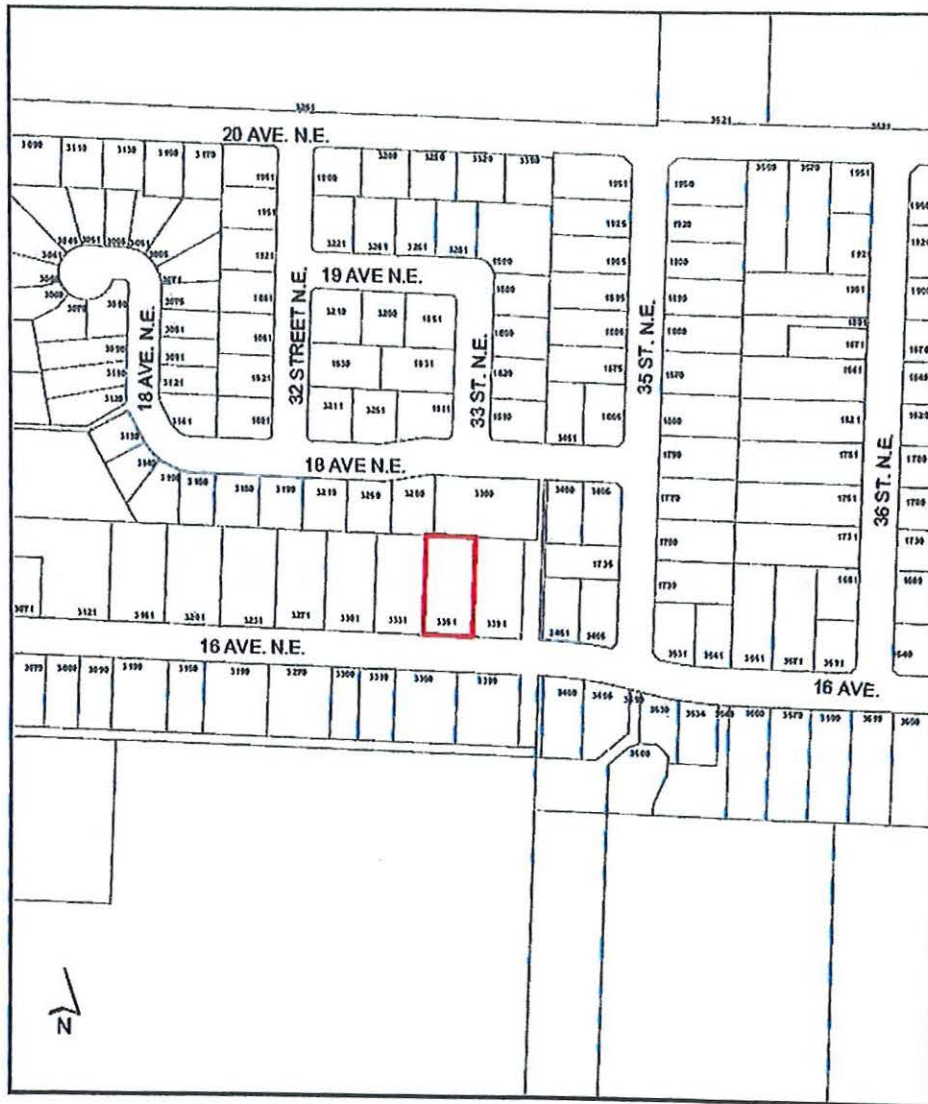
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

Schedule "A"



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Item 11.4

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4563 be read a final time.

[ZON-1257; Braga, M.L.; 60 10 Street SE; R-1 to R-4]

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

23. STATUTORY PUBLIC HEARINGS

4. Zoning Amendment Application No. ZON-1257 [Braga, M.L.; 60 10 Street SE; R-1 to R-4]

The Planning Official explained the proposed Zoning Amendment Application.

Submissions were called for at this time.

Following three calls for submissions and questions from Council, the Public Hearing closed at 9:27 p.m. followed by comments from Council.

**CITY OF SALMON ARM****BYLAW NO. 4563**

**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 March 13, 2023 at the hour of 7:00 p.m. was published in the March 1 and March 8, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 5, Block 1, Section 13, Township 20, Range 10, W6M, KDYD, Plan 1255 from R-1 (Single Family Residential Zone) to R-4 (Medium Density Residential Zone), attached as Schedule "A".

2. SEVERABILITY

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

3. ENACTMENT

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

4. EFFECTIVE DATE

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

5. CITATION

This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4563"

READ A FIRST TIME THIS 27<sup>th</sup> DAY OF FEBRUARY 2023

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF FEBRUARY 2023

READ A THIRD TIME THIS 13<sup>th</sup> DAY OF MARCH 2023

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT  
ON THE 21 DAY OF MARCH, 2023

*Amir Khan Bani*

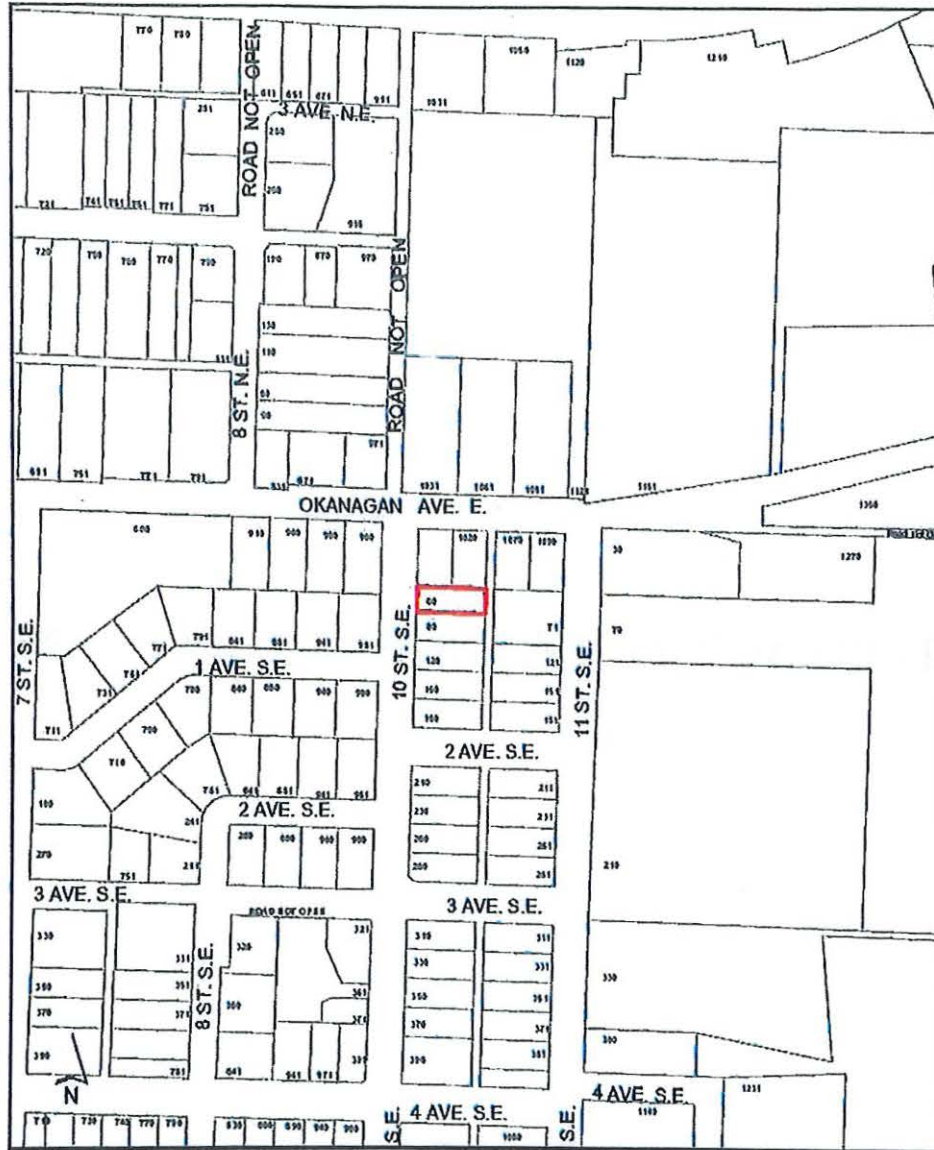
\_\_\_\_\_  
For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2023

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

Schedule "A"





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## INFORMATIONAL CORRESPONDENCE – March 27, 2023

- |     |  |   |
|-----|--|---|
| 1.  | B. and J. Conner – Email dated March 6, 2023 – Newspaper Article re Homeless   | N |
| 2.  | D. Bierwirth – Email dated March 14, 2023 – Homeless/Weapons   | N |
| 3.  | D. Bieber – Email dated March 18, 2023 – Narcisse Homeless Camp  | R |
| 4.  | The Honourable A. Kang, Minister of Municipal Affairs – Letter dated March 16, 2023 – Growing Communities Fund – City of Salmon Arm  | N |
| 5.  | S. Anderson, Principal, Shuswap Middle School – Letter dated March 13, 2023 – Request to Use a Portion of the Little Mountain Field House Parking Lot – Earth Day Recycling Drive-Thru   | R |
| 6.  | T. Timoffee, Early Years Family Navigator and Outdoor Play Facilitator, Shuswap Children’s Association – Letter dated March 16, 2023 – Travelling Tots Playgroup - Request for Weekly Morning Use of Gazebo at Blackburn Park – May 2, 2023 – September 26, 2023 | R |
| 7.  | J. Broadwell, Manager, Downtown Salmon Arm – Email dated March 8, 2023 - Request for Temporary Use of Six Parking Stalls in Ross Street Parking Lot – Earth Day Celebration  | R |
| 8.  | S. Dhaliwal and M. Schneider – Letter dated March 14, 2023 – Request for Support – Bollywood Bang Fundraiser   | R |
| 9.  | S. Dhaliwal, President, Salmon Arm Cricket Club – Letter received March 16, 2023 – Request for Allotment of Playing Field to Play Cricket  | R |
| 10. | D. St. John, Pastor, Living Waters Church – Email dated March 20, 2023 – Request to use Fletcher Park – Hot Dog BBQ and Easter Scavenger Hunt on April 8, 2023   | R |
| 11. | R. Smith, President, Rotary Club of Salmon Arm Daybreak Club – Letter dated March 14, 2023 – Proposal to assist with pathway lighting project at McGuire Lake and Blackburn Park   | R |
| 12. | C. Burt, South Canoe Community FireSmart Champion – Letter dated March 10, 2023 – Thank you for FireSmart Activity Day Support   | N |
| 13. | J. Ford, UBCM President – Letter dated March 6, 2023 – Provincial Response to 2022 Resolutions   | N |
| 14. | H. O’Hara, Executive Director and W. Bystedt, President, Board of Directors, BC Association of Farmers’ Markets – Letter dated February 16, 2023 – Community Update and Request to Send Thank You Letter   | R |
| 15. | Shuswap Watershed Council – Council Meeting Highlights – March 8, 2023   | N |
| 16. | Shuswap Watershed Council – Media Release dated March 17, 2023 – Letter from Minister of Environment regarding algal bloom, new commitments made for monitoring action   | N |
| 17. | P. & L. Briddon – Copy of letter dated March 20, 2023 to the Honourable George Heyman, Minister of Environment and Climate Change Strategy regarding Water Quality of the Shuswap Lake   | N |
| 18. | S. Martens, Community & Indigenous Relations Manager, FortisBC – FortisBC’s Energy Transition Plan   | 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: March 27, 2023

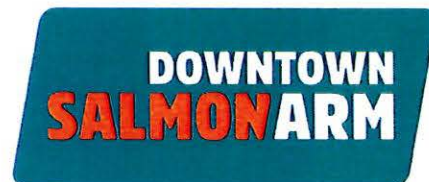
J. Broadwell, Manager, Downtown Salmon Arm  
2022 Year End Presentation

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



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

March 20, 2023

Dear Mayor and Council

Downtown Salmon Arm 2022 Year End Presentation to Council

Back in the swing! Bigger and better than ever.

Growth of the Downtown Salmon Arm membership continued in 2022 as we welcomed twenty-four new businesses into the downtown fold, ranging from fitness gyms to restaurants, retail spaces to spa services, engineering firms to kitchen design, and lighting design to fine chocolate sales.

We know we are not alone when we proclaim "It's good to be back!" We also welcomed the return of most of our beloved annual activations and attractions, while having the opportunity to introduce some new and expanded programs.

In year three of our the seven-year bylaw renewal, collaborations remained vital to execute these activations and we were proud to partner with dedicated community groups who share their talents for the collective gain. Below are a few of what we consider remarkable examples of successes from our shared efforts:

**MRDT - THE BIG SPEND**

Together with new MRDT staffing, we launched The Big Spend, a program that funds Downtown Dollar gift vouchers as give-aways to conferencing and sports competing visitors. We distributed \$3,530 between The Salute to the Sockeye, BC Bike Race, ROOTS and BLUES, and the BC Tennis Tournament. These Downtown Dollars encourage community guests to visit Downtown businesses to spend their time and their prize. This program has returned and is already begun distributing funds for 2023.

**SISS -MULTICULTURAL DAY**

With Shuswap Immigrant Service Society, we welcomed back the GATHERING TOGETHER Festival on June 27. This annual celebration of our rich cultural mix highlights beauty in diversity. With SISS, we look for opportunities to continue connections between our migrated community members and their downtown with invitations to participate our other annual programs.

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

The logo for Downtown Salmon Arm is a dark teal rounded rectangle. The word "DOWNTOWN" is written in white, uppercase, sans-serif font at the top. Below it, the words "SALMON ARM" are written in a larger, bold, sans-serif font. "SALMON" is in red and "ARM" is in white.

#### ROOTS and BLUES DOWNTOWN

We were elated to partner with the SAFMS to extend Salmon Arm's beloved ROOTS and BLUES festival into the downtown core through the TUNED UP SERIES and the Alexander Street KICK OFF CONCERT. Daily performances, free of charge, at the Ross Street Stage were well attended by music-loving locals and grew to include festival visitors as the weekend approached. The Thursday evening street concert was nothing short of a great success. Our business members remarked at the increase of retail visitors during what had typically been a lower-sales week of the tourism season. This combined entertainment offering, and the introduction of the DOWNTOWNER shuttle, helped build a bridge between festival grounds and our downtown core. We are grateful for the opportunity to collaborate with Kevin Tobin and David Gonella to continue developing this unified effort to bring the festival to the people downtown, and the people of Salmon Arm to the festival.

#### LOUD & PROUD CELEBRATION: SALMON ARM PRIDE PROJECT

A smalltown super power was created when the Shuswap District Arts Council, SAFMS, SAEDS, and Downtown Salmon Arm gathered to create the first ever LOUD & PROUD CELEBRATION STREET CONCERT supporting The Pride Project, in October. For nearly eight months, and for the first time, our organizations were drawn together to create an electric jubilee offering every body A PLACE TO BELONG. Ironically landing on election day, the celebrations were many! Programming is underway for 2023 and the success of these unions has sparked discussions for further partnerships ahead.

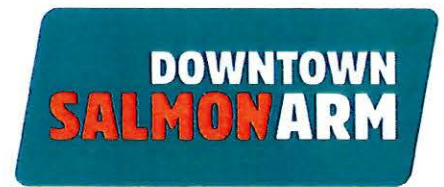
#### DOWNTOWN TREAT TRAIL

The businesses of downtown delivered a wonderful community event on October 31! After a two-year hiatus, the 30<sup>th</sup> DOWNTOWN TREAT TRAIL returned with a renewed energy. Improvements to programming that included cost-savings bulk candy purchases, shared maps of participating businesses, and wider-spread advertisements made the 2022 Treat Trail the largest in recent history. The community has spoken loudly through their attendance and this activation remains a favourite for multiple generations of the Salmon Arm community.

#### DOWNTOWN DOLLARS

With renewed awareness and messaging, we are proud to report \$11,930 Downtown Dollar gift vouchers were purchased in 2022. These vouchers act as collective "gift card" for over 70 downtown businesses. This was our largest sales year to date.

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



**DOWNTOWN SEASONAL DÉCOR**

DSA was able to enhance the holiday décor downtown with improved lighting of the holiday snowflakes. Thanks to City of Salmon Arm Roads and Parks staff, we are able to illuminate the streets of downtown throughout our dark season, and until after The Coldest Night of The Year. We appreciate our continued working relationship with the hard-working humans in this department who create the year-long beauty of downtown Salmon Arm.

This was a great year of growth and learning. I continue to believe the vision shared by our board of directors and staff encourages best-practice policies to prove worth for every levied dollar collected for this organization. Our Downtown Improvement Association remains honoured to be one of many key players for team Salmon Arm and will continue fostering strong connections with our community partners. We believe these ties increase the value for property owners and business operators of Downtown Salmon Arm.

Included in this package, please find our 2022 Year End Financial Statement, the 2022 annual operating budget, and our prepared visual presentation planned for the March 27 Council meeting. Should you have any questions or concerns ahead of our meeting, please contact me.

Thank you for your support, time, and attention.

Respectfully submitted,

Jennifer Broadwell, Manager

Ron Langridge, President

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

# MINUTE BOOK

## ***SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION***

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### **Financial Statements**

**December 31, 2022**



**SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

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December 31, 2022

**Contents**

|   | <u>Page</u> |
|---|-------------|
| <b>Compilation Engagement Report</b>              | 1           |
| <b>Financial Statements</b>                       |             |
| Statement of Financial Position                   | 2           |
| Statement of Operations and Changes in Net Assets | 3           |
| Notes to Financial Statements                     | 4           |
| Schedule 1 - Program Expenses (Recovery)          | 5           |



Allen Finch\*  
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allen@acuitycpa.ca

Eric Penner\*  
CPA, PARTNER  
eric@acuitycpa.ca

Harlan Anderson\*  
CPA, CA, PARTNER  
harlan@acuitycpa.ca

\*DENBIS PROFESSIONAL CORPORATION

## COMPILATION ENGAGEMENT REPORT

To Management of Salmon Arm Downtown Improvement Association

On the basis of information provided by management, we have compiled the statement of financial position of Salmon Arm Downtown Improvement Association as at December 31, 2022, the statement of operations and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information.

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

*Acuity Advisors LLP*

**Chartered Professional Accountants**

Salmon Arm, BC  
February 15, 2023

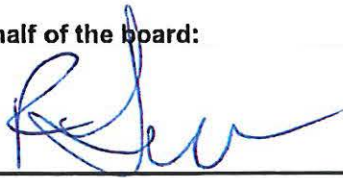
## **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

### Statement of Financial Position

As at December 31, 2022

|  | 2022       | 2021       |
|--|------------|------------|
| <b>Assets</b>                            |            |            |
| <b>Current</b>                           |            |            |
| Cash                                     | \$ 53,278  | \$ 49,019  |
| Accounts receivable                      | 11,197     | 8,164      |
| Deposits                                 | 5,980      | 5,975      |
|  | 70,455     | 63,158     |
| <b>Equipment</b>                         | 43,500     | 37,282     |
|  | \$ 113,955 | \$ 100,440 |
| <br><b>Liabilities</b>                   |            |            |
| <b>Current</b>                           |            |            |
| Accounts payable and accrued liabilities | \$ 15,318  | \$ 15,841  |
| Deferred income                          | 20,890     | 7,975      |
|  | 36,208     | 23,816     |
| <br><b>Net assets</b>                    | 77,747     | 76,624     |
|  | \$ 113,955 | \$ 100,440 |

On behalf of the board:

  
 \_\_\_\_\_ Member

The accompanying notes are an integral part of these financial statements

## **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

### **Statement of Operations and Changes in Net Assets**

For the year ended December 31, 2022

|   | 2022             | 2021             |
|---|------------------|------------------|
| <b>Revenue</b>                              |                  |                  |
| Grants                                      | \$ 203,589       | \$ 195,759       |
| Street cleaning                             | 18,300           | 17,546           |
| Busk stop                                   | 120              | -                |
| Interest income                             | 120              | 43               |
|   | <b>222,129</b>   | <b>213,348</b>   |
| <b>Operating expenses</b>                   |                  |                  |
| Amortization                                | 19,606           | 17,066           |
| Bookkeeping                                 | 1,750            | 1,563            |
| Consulting Fees                             | 2,713            | 2,085            |
| Employee benefits                           | 7,926            | 5,225            |
| Insurance                                   | 3,815            | 3,017            |
| Meals and entertainment                     | 878              | 200              |
| Office                                      | 12,338           | 11,484           |
| Office and equipment maintenance            | 3,807            | 1,930            |
| Professional fees                           | 1,475            | 1,725            |
| Program expenses (Schedule 1)               | 69,980           | 58,717           |
| Rent  | 11,314           | 11,227           |
| Salaries                                    | 80,104           | 78,765           |
| Training and planning                       | 2,912            | (685)            |
| Unrecovered GST                             | 1,727            | 1,811            |
| Website                                     | 660              | 270              |
|   | <b>221,005</b>   | <b>194,400</b>   |
| <b>Excess of revenues over expenditures</b> | <b>1,124</b>     | <b>18,948</b>    |
| <b>Net assets, beginning of year</b>        | <b>76,623</b>    | <b>57,675</b>    |
| <b>Net assets, end of year</b>              | <b>\$ 77,747</b> | <b>\$ 76,623</b> |

The accompanying notes are an integral part of these financial statements

## **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

### Notes to Financial Statements

December 31, 2022

#### 1. Basis of Accounting

The basis of accounting applied in the preparation of the statement of financial position of Salmon Arm Downtown Improvement Association as at December 31, 2022 and the statement of operations and changes in net assets for the year then ended is on the historical cost basis, reflecting cash transactions with the addition of:

- Accounts receivable
- Prepaid expenses and deposits
- Accounts payable and accrued liabilities

#### 2. Property and equipment

|                    |                   |                   | 2022             | 2021             |
|--------------------|-------------------|-------------------|------------------|------------------|
|                    | Cost              | Amortization      | Net Book Value   | Net Book Value   |
| Banners            | \$ 65,701         | \$ 64,882         | \$ 819           | \$ 1,366         |
| Computer equipment | 16,854            | 13,532            | 3,322            | 614              |
| Computer software  | 934               | 932               | 2                | 2                |
| Decorations        | 84,883            | 50,119            | 34,764           | 32,452           |
| Office equipment   | 28,699            | 25,268            | 3,431            | 1,396            |
| Signage            | 5,025             | 3,863             | 1,162            | 1,452            |
|                    | <b>\$ 202,096</b> | <b>\$ 158,596</b> | <b>\$ 43,500</b> | <b>\$ 37,282</b> |

Property and equipment are recorded at cost and are amortized over their estimated useful lives on the diminishing balance method at the following rates, except in the year of acquisition when only one-half of the rate is applied:

|                    |       |                     |
|--------------------|-------|---------------------|
| Banners            | - 40% | diminishing balance |
| Computer equipment | - 55% | diminishing balance |
| Computer software  | - 30% | diminishing balance |
| Decorations        | - 40% | diminishing balance |
| Office equipment   | - 20% | diminishing balance |
| Signage            | - 20% | diminishing balance |

## **SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION**

### **Schedule 1 - Program Expenses (recovery)**

**For the year ended December 31, 2022**

|                           | 2022             | 2021             |
|---------------------------|------------------|------------------|
| Annual General Meeting    | \$ 207           | \$ 153           |
| Alexander Plaza           | -                | 6,719            |
| Applefest                 | 360              | -                |
| Banner Project            | -                | 682              |
| The Big Spend             | 4,816            | -                |
| Christmas                 | 10,140           | 8,997            |
| Community Appreciation    | 151              | -                |
| Community Clean Up Day    | 175              | -                |
| Downtown Live             | 2,300            | -                |
| Downtown Gift Boxes       | -                | (228)            |
| Farmer's Market           | 723              | (15)             |
| Flowerbed                 | 899              | 500              |
| Gift Vouchers             | 561              | 1,190            |
| Halloween Treat Trail     | 573              | 80               |
| Marketing and Advertising | 4,766            | 12,739           |
| Membership Engagement     | 1,076            | 283              |
| Multicultural Day         | 1,124            | 84               |
| Outside Movie             | -                | 23               |
| Pride Project             | 962              | 59               |
| Project Supplies          | 958              | 3,314            |
| Roots & Blues             | 5,511            | 118              |
| SASCU - Dollars           | -                | 665              |
| Salty Dog                 | 623              | -                |
| Seasonal Beautification   | 1,522            | -                |
| Seasonal Decorations      | 12,917           | 3,669            |
| Sinage                    | -                | 16               |
| Sponsorships              | 1,316            | 184              |
| Street Cleaning           | 18,300           | 19,485           |
|                           | <b>\$ 69,980</b> | <b>\$ 58,717</b> |

**SALMON ARM DOWNTOWN IMPROVEMENT ASSOCIATION  
PROPOSED Budget for the year ending: December 31, 2023**

|  | BUDGET               |              | TOTAL                |
|--|----------------------|--------------|----------------------|
|  | OPERATIONAL          | PARTNERSHIP  |                      |
| <b>INCOME:</b>                                 |                      |              |                      |
| Levy   | \$ 211,733.00        |              |                      |
| Total DIA Levy                                 |                      |              | \$ 211,733.00        |
| Street Cleaning                                |                      | \$ 17,546.00 |                      |
| Donations                                      |                      |              |                      |
| Total Partnership Income                       |                      |              | 17,546.00            |
| 2022 Surplus                                   |                      |              | 1,124.33             |
| <b>TOTAL INCOME</b>                            |                      |              | <b>\$ 230,403.33</b> |
| <b>EXPENSES:</b>                               |                      |              |                      |
| <b>OFFICE ADMINISTRATION</b>                   |                      |              |                      |
| Accounting & Legal                             | \$ 2,000.00          |              | 2,000.00             |
| Bookkeeping                                    | 2,000.00             |              | 2,000.00             |
| Insurance                                      | 3,600.00             |              | 3,600.00             |
| Memberships                                    | 750.00               |              | 750.00               |
| Communication (Tel. Cell. IT.)                 | 3,000.00             |              | 3,000.00             |
| Website  | 750.00               |              | 750.00               |
| Office Maintenance                             | 4,000.00             |              | 4,000.00             |
| Office Supplies & Expense                      | 7,500.00             |              | 7,500.00             |
| Awards & Gifts                                 |                      |              | -                    |
| Professional Development                       | 3,000.00             |              | 3,000.00             |
| Rent Office                                    | 13,200.00            |              | 13,200.00            |
| Sponsorships                                   | 1,850.00             |              | 1,850.00             |
| Wages  | 97,500.00            |              | 97,500.00            |
| Benefits                                       | 8,000.00             |              | 8,000.00             |
| CPP/EI/WCB Expense                             | 7,200.00             |              | 7,200.00             |
| <b>TOTAL OFFICE ADMINISTRATION</b>             | <b>\$ 154,350.00</b> |              | <b>\$ 154,350.00</b> |
| <b>PROJECT EXPENSES:</b>                       |                      |              |                      |
| AGM  | 650.00               |              | 650.00               |
| BIG SPEND Marketing & Advertising & Trade Show | 5,500.00             |              | 5,500.00             |
| Street Cleaning                                |                      | 17,546.00    | 17,546.00            |
| Capital Projects                               |                      |              | -                    |
| Street Lights - Power                          | 75.00                |              | 75.00                |
| Seasonal Decorations/storage                   | 13,000.00            |              | 13,000.00            |
| Graffiti Removal                               | 500.00               |              | 500.00               |
| Branding                                       | -                    |              | -                    |
| Events   | 32,782.33            | -            | 32,782.33            |

|            |                                |                   |                  |                   |
|------------|--------------------------------|-------------------|------------------|-------------------|
| Early Year | Community Clean Up             | 500.00            |                  | 500.00            |
|            | Salty Street Fest              | 750.00            |                  | 750.00            |
|            | Flower Bed                     | 1,100.00          |                  | 1,100.00          |
|            |                                |                   |                  |                   |
| Summer     | Multicultural Day              | 750.00            |                  | 750.00            |
|            | Roots and Blues                | 7,500.00          |                  | 7,500.00          |
|            | Downtown Live                  | 3,500.00          |                  | 3,500.00          |
|            |                                |                   |                  |                   |
|            |                                |                   |                  |                   |
| Fall       | Farmers Market                 | 1,000.00          |                  | 1,000.00          |
|            | Applefest                      | 820.33            |                  | 820.33            |
|            | Pride Project Concert          | 1,000.00          |                  | 1,000.00          |
|            | Halloween Treat Trail          | 750.00            |                  | 750.00            |
|            |                                |                   |                  |                   |
| Holidays   | Christmas                      | 12,000.00         |                  | 12,000.00         |
|            |                                |                   |                  |                   |
| Other      | Membership Engagement          | 1,500.00          |                  | 1,500.00          |
|            | Project Supplies               | 1,612.00          |                  | 1,612.00          |
|            |                                |                   |                  |                   |
|            | Gift Vouchers                  |                   |                  |                   |
|            | <b>TOTAL PROJECT EXPENSES:</b> |                   |                  | -                 |
|            |                                | \$ 52,507.33      | \$ 17,546.00     | \$ 70,053.33      |
|            | GST Expense (50% payable)      | 2,000.00          |                  | 2,000.00          |
|            | Amortization Expense           | 4,000.00          |                  | 4,000.00          |
|            | <b>TOTAL EXPENSES:</b>         | <u>212,857.33</u> | <u>17,546.00</u> | <u>230,403.33</u> |
|            |                                |                   |                  |                   |
|            | <b>SURPLUS/DEFICIT</b>         |                   |                  | \$ -              |
|            |                                |                   |                  |                   |



# DOWNTOWN SALMON ARM

## Annual Review



# 2022 YEAR IN REVIEW

## DOWNTOWN SALMONARM

### 2022/23 BOARD OF DIRECTORS

- Ron Langridge, Century 21, *President*
- Jacquie Gaudreau, HUB International, *Vice President*
- Jeff Johnson, BDO, *Treasurer*
- Bill Laird, WH Laird Holdings, *Director*
- Claire Askew, Askews Foods, *Director*
- Craig Newnes, Lakeshore Village, *Director*
- Jenna Meikle, Meikle Studios, *Director*
- Nicole Duxbury, Prisa Lighting, *Director*
- Sheri Greeno, SASCU, *Director*
- Shawna Mattson, Prestige Harbourfront Resort, *Director*
- Vera Chomyshen - Saponi Olive Oils & Vinegars, *Director*

### STAFF

- Jennifer Broadwell, *Manager*
- Althea Mongerson, *Member and Community Coordinator*

### CITY COUNCIL REPRESENTATIVE

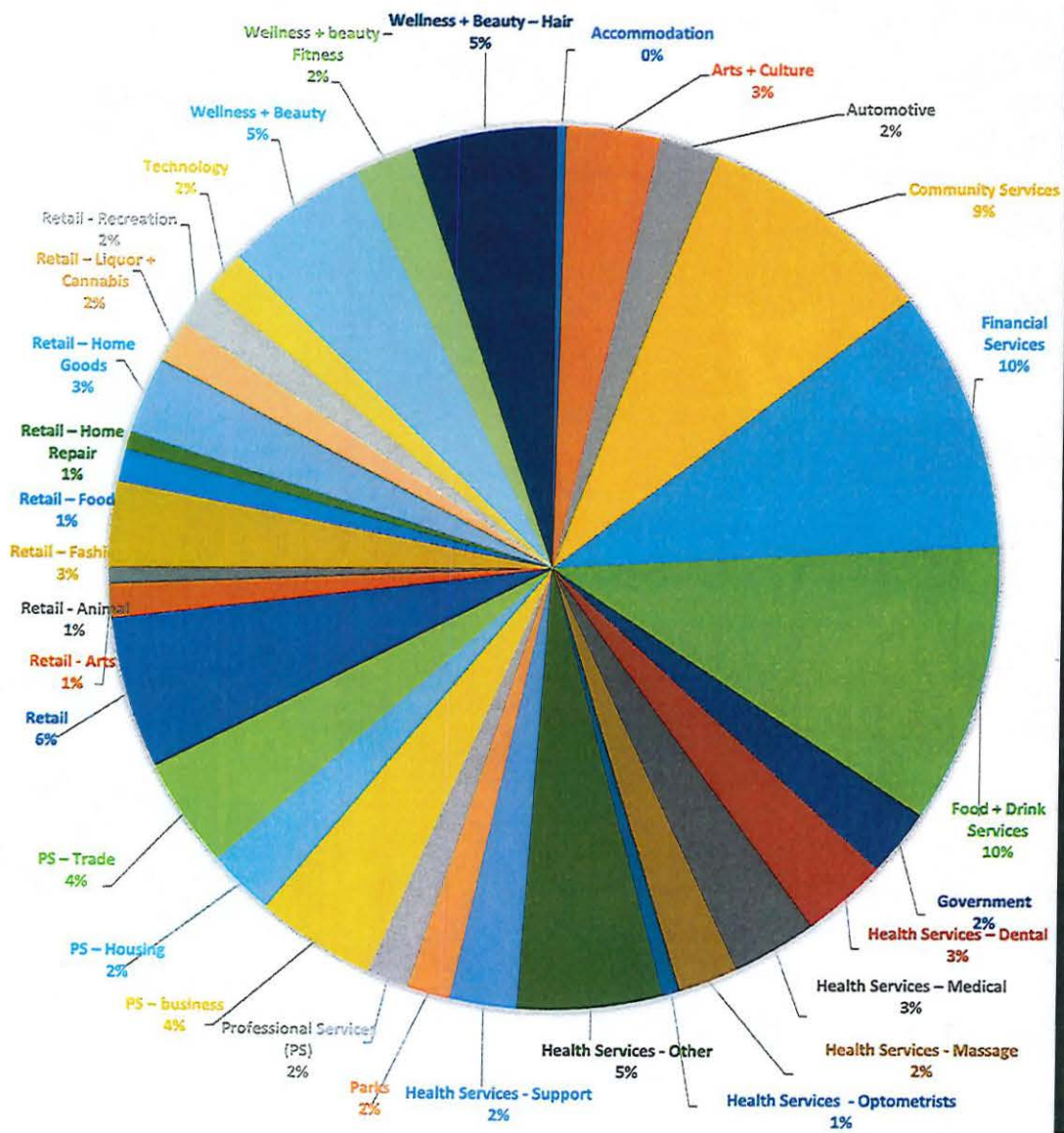
- Kevin Flynn



**DOWNTOWN  
SALMON ARM**

**Vision Statement:**

**To create a vibrant destination  
where commerce thrives and  
where community pride and  
collaboration are valued**



## Business Mix 2022

- |                           |                             |
|---------------------------|-----------------------------|
| .1% Accommodation         | 10% Financial Services      |
| 3% Arts and Entertainment | 10% Food and Drink services |
| 2% Automotive             | 12% Professional Services   |
| 2% Technology             | 12% Wellness + Beauty       |
| 2% Government             | 16% Health Services         |
| 9% Community Services     | 22% Retail                  |

## New Business 2022/23

- |                            |   |
|----------------------------|---|
| 1. Blonde Hair + Co.       | 13. StillFood Bistro                      |
| 2. Chose Refill            | 14. TaylorMade Wellness Clinic            |
| 3. Eden Salmon Arm         | 15. The Luminary Collective               |
| 4. Essential Edge Clothing | 16. The Nom Shuswap                       |
| 5. Fern and Co.            | 17. Weekends Restaurant                   |
| 6. Galleria Estima Fitness | 18. Whizbang Boxing                       |
| 7. Sheikha's Hair Salon    | 19. Rangoli East Indian                   |
| 8. Hidden Notes and Gems   | 20. Sun City Liquidation                  |
| 9. Marquee Kitchen & Bath  | 21. McElhanney Engineering                |
| 10. Papa Johns Pizza       | 22. Curiosity Shop and Retro Haus Designs |
| 11. Redd Threads Clothing  | 23. Cecelia's Hair Designs                |
| 12. Robinson Lighting      | 24. Chocolate With Geoseph                |



# BACK IN ACTION



# Collaboration

col-lab-o-ra-tion

/kəˌlæbəˈrɑːʃ(ə)n/

noun

1. the action of working with someone(s) to produce or create something **AMAZING!!!**



SALMON  
ARM  
ROOTS &  
BLUES



salmon arm  
arts  
centre



salmon arm  
FAIR  
september 8-10, 2023



CITY OF  
SALMON ARM



DOWNTOWN  
SALMON ARM



SALMON ARM  
ECONOMIC DEVELOPMENT SOCIETY

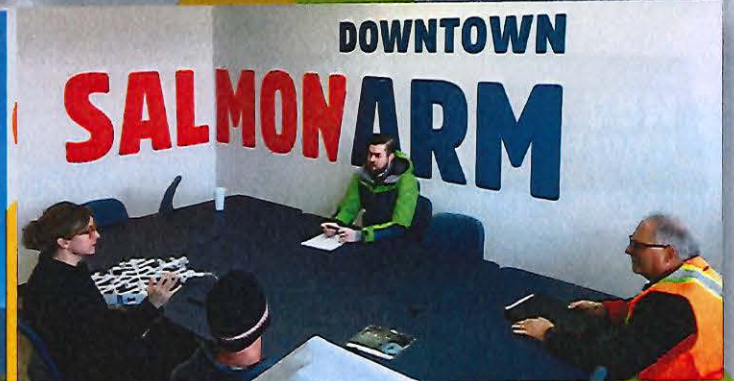


SHUSwap  
Beautiful. Casual. Down-to-earth.



Shuswap  
IMMIGRANT  
SERVICES SOCIETY

# CITY OF SALMON ARM



**TEAM WORK MAKES THE DREAM WORK.**

# THE BIG SPEND!

THANK YOU!

Thank you for visiting our community! We are pleased to offer you this **\$5 Downtown Dollar** to spend at shops in Salmon Arm's downtown.

This **Downtown Dollar** can be treated just like cash for purchases at participating retailers, so be sure to keep your 'coupon'!

We love it when you share! Please tag us during your downtown shopping experience. **#SAbigideas**



**SALMON ARM**  
ECONOMIC DEVELOPMENT SOCIETY

## Shop local & save!

Thank you so much for visiting our incredible community! We are pleased to offer you **Downtown Dollars** in collaboration with Downtown Salmon Arm!

Tag us during your shopping experience and let us know about your favorite local businesses!

**#SAbigideas**



# The Salmon Arm Pride Project and Awareness Festival

2022

Salmon Arm  
Pride Project Presents

**LOUD**  
and  
**PROUD**  
celebration

Saturday,  
October 15  
At Hudson & Meleod in  
Downtown Salmon Arm

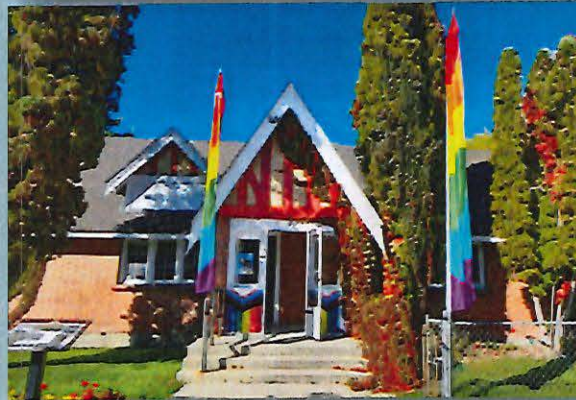
4pm - 10pm

4:00 Food Vendors  
4:30 Just for Kicks  
5:00 The Della Kit  
6:30 Just for Kicks  
7:30 Hyaenas  
9:00 DJ Dance Party

@salmonarmprideproject

A COLLABORATION WITH

SALMON ARM  
ROOTS & BLUES  
SALMON ARM  
salmon arm  
arts & culture  
SALMON ARM

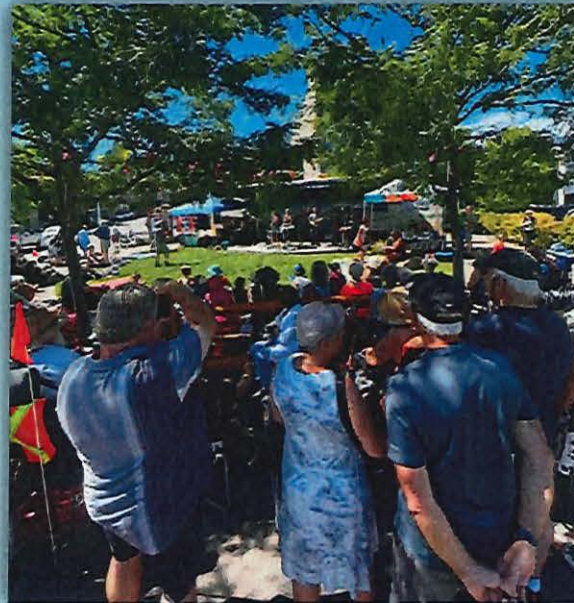


# ROOTS and BLUES TUNED UP SERIES

**ROOTS and BLUES**  
**TUNED UP SERIES**  
 PRESENTED BY DOWNTOWN SALMON ARM  
**ALL FREE! ALL AGES!**

|  |   |
|--|---|
| <p><b>MONDAY</b><br/> <b>AUGUST 15</b><br/> <b>WILLIE NILE &amp; BAND</b><br/>         11:45AM, ROSS ST PLAZA</p>  | <p><b>THURSDAY</b><br/> <b>AUGUST 18</b><br/> <b>MOZI BONES</b><br/>         11:45AM, ROSS ST PLAZA</p>             |
| <p><b>TUESDAY</b><br/> <b>AUGUST 16</b><br/> <b>THE SALMON ARMENIANS</b><br/>         11:45AM, ROSS ST PLAZA</p>   | <p><b>FRIDAY</b><br/> <b>AUGUST 19</b><br/> <b>ORAL FUENTES REGGAE BAND</b><br/>         11:45AM, ROSS ST PLAZA</p> |
| <p><b>WEDNESDAY</b><br/> <b>AUGUST 17</b><br/> <b>BEST LAID PLANS</b><br/>         6:45PM, MARINE PEACE PARK<br/> <small>SPONSORED BY WEDNESDAY ON THE WHARF</small></p> | <p><b>SATURDAY</b><br/> <b>AUGUST 20</b><br/> <b>MEG N' MIKE</b><br/>         10:30AM, ROSS ST PLAZA</p>            |

**30TH ANNUAL SALMON ARM ROOTS & BLUES AUG 18-21 2022**  
 WHERE MUSICIANS GO TO PLAY · ROOTS and BLUES.ca



**SALMON ARM ROOTS & BLUES**  
**DOWNTOWNER**  
 Sponsored by Downtown Salmon Arm

# Downtown Treat Trail



After a 2-year hiatus, we were happy to work with the Merchants of Downtown Salmon Arm to bring back this much loved community event.

# DECEMBER DOWNTOWN



**Merry Christmas! Dinner & A Movie**

WEDNESDAYS  
November 30  
December 7  
December 14  
December 21

**BE MERRY & SHINE BRIGHT**

**SALMAR CINEMA**

*Must be 18 or older and must present a valid photo ID for this event.*

**Participating Businesses at the Salmar Cinema**

- Hungry Planet Curbside Pickups
- Chang Mai Diner
- Sushi Kiten Japanese Restaurant
- Villaggio's Restaurant & Lounge
- Avondale Italian Restaurant
- Berkeley Station Brew Pub
- Cambria Village
- Night Cafe
- Harlot 26

Other participating businesses available through the website.

**Merry Christmas! \$5 Downtown Dollars**

**BE MERRY & SHINE BRIGHT**

This coupon entitles the bearer to \$5.00 OFF their purchase at any participating Downtown Business.

ONE COUPON PER PERSON PER VISIT NO CASH VALUE. EXPIRES JANUARY 31, 2023

**SALMONARM SASCU**

**SALMONARM SHOP & WIN Enter Here!**

**SCAN THE CODE to enter the draw!**

Draw Dates: November 23, December 06, 13, and 20

Where: in front of the Market and Iceberg

Prizes are subject to draw timing. There is no cash or store credit for this draw.

**SALMONARM SHOP & WIN!**

Shop from November 23 to December 13th. Win a chance to win weekly draws of \$250 (minimum \$100).

Shop LOCAL Businesses this Holiday Season

**Holiday MARKET**

December 3rd, 11 - 2PM  
Ross Street Plaza & Hudson Ave

**Photos with Santa Rotary Chill Taste-Off**

Local food, artisan crafts, music and photos with Santa. Enjoy!

**Holiday Classics @ The Classic**

December 19 - A Christmas Story  
December 20 - Arthur Christmas  
December 21 - The Grinch (2018)

\* 10:15AM Doors Open, 11AM Start \*

FREE Admission  
Non-perishable food or cash donation to Second Harvest Food Bank encouraged

**SALMONARM**



FEBRUARY 2023

### DOWNTOWN UPDATE

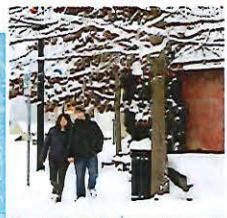
### New Year, New Look

Happy 2023 Downtowners, and congratulations! You've made it through the holidays with a substantial start to the new year. We hope it's proving to be great, thus far!

In our office, we're kicking off the first quarter with a refreshed look. The same great Salmon Arm branding principles just applied a little differently. You will notice our logo, newsletter, and other media posts showcasing these updates. We welcome your thoughts on the new styles!

Though it's only February, we are happy to report MANY wonderful collaborations on this year's horizon. The motto "together, we are stronger" couldn't ring more true and we feel fortunate to be connected with talented community partners to help activate Downtown Salmon Arm, attract new customers, and provide value for your membership in our Business Improvement Association.

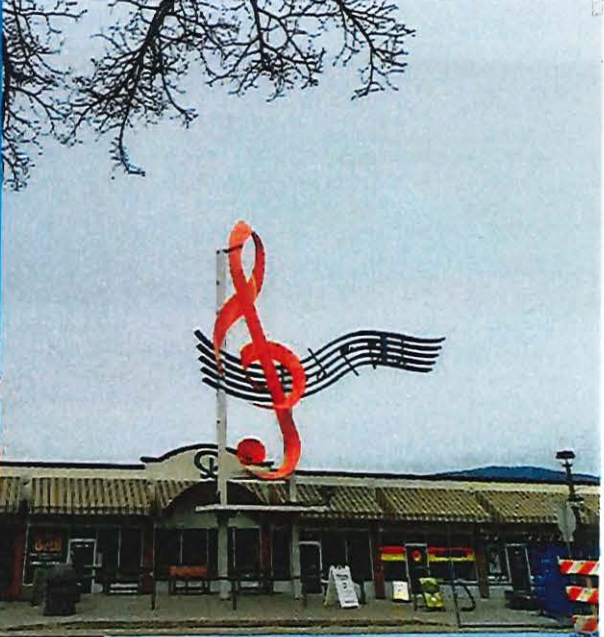
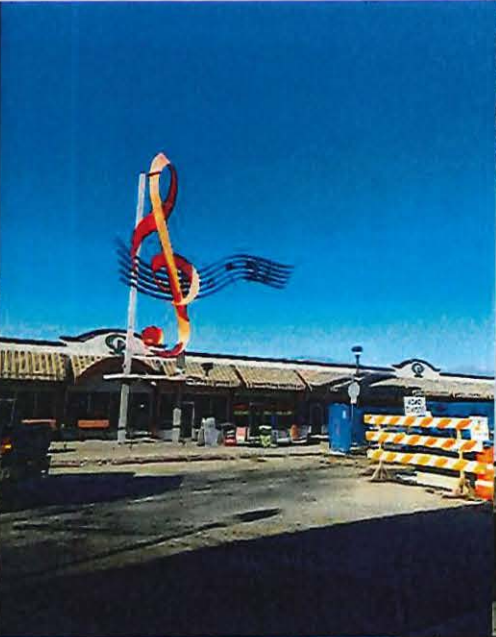
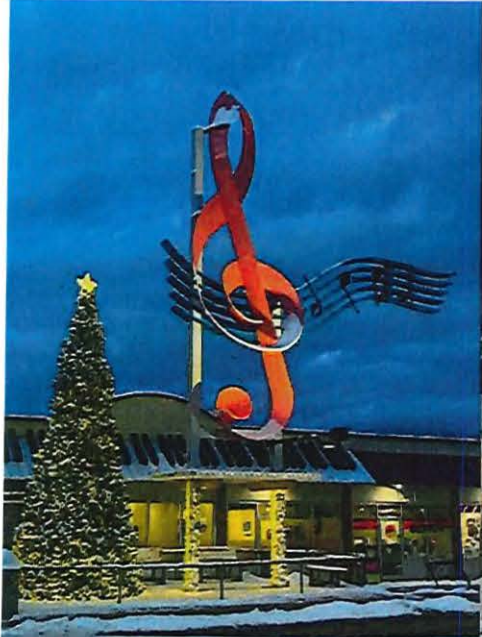
More information will be distributed in the coming weeks and months... stay tuned and be sure to stay connected!



# COMMUNICATIONS



# NEWSLETTER & SOCIAL MEDIA CAMPAIGNS



# DOWNTOWN SALMON ARM

# Thank You



Item 19.1

## CITY OF SALMON ARM

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

**WHEREAS** the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction;

**WHEREAS** FCM's Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government; and

**WHEREAS** FCM's Annual General Meeting (AGM) will be held in conjunction with the Annual Conference and Trade Show, May 25 to 28, 2023, followed by the election of FCM's Board of Directors;

**BE IT RESOLVED** that Council of the City of Salmon Arm endorse Councillor Louise Wallace Richmond to stand for election on FCM's Board of Directors for the period starting in May 2023 and ending June, 2024; and

**BE IT FURTHER RESOLVED** that Council assumes all costs associated with Councillor Louise Wallace Richmond attending FCM's Board of Directors meetings.

### Vote Record

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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



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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, March 27, 2023 at 7:00 p.m.

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

**Proposed Rezoning of That Part of Legal Subdivision 9 of Section 24 shown on Plan B1997; Township 20, Range 10, W6M, KDYD from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).**

**Civic Address:** 2761 20 Avenue NE

**Location:** West of 30 Street on the North side of 20 Avenue NE

**Present Use:** Single Family Dwelling

**Proposed Use:** Residential Suite Zone

**Owner / Agent:** S. & K. Dyck/Brown Johnson Surveyors

**Reference:** ZON-1262 Bylaw No. 4571



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 March 14, 2023 to March 27, 2023 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. If you wish to attend electronically email [cityhall@salmonarm.ca](mailto:cityhall@salmonarm.ca).

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

Sue Wood, Director of Corporate Services  
March 15 and March 22

**Vote Record**

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

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

---

To: His Worship Mayor Harrison and Members of Council

Date: February 27, 2023

Subject: Zoning Bylaw Amendment Application No. 1262

Legal: That Part of Legal Subdivision 9 of Section 24, Shown on Plan B1997;  
Township 20, Range 10, W6M, KDYD  
Civic Address: 2761 20 Avenue NE  
Owners: Stephen and Katherine Dyck  
Agent: Browne Johnson Surveyors (Melanie Howard)

---

### STAFF RECOMMENDATION

**THAT:** a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning That Part of Legal Subdivision 9 of Section 24, Shown on Plan B1997; Township 20, Range 10, W6M, KDYD 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). The applicant has also made a concurrent application for a two lot subdivision of the subject property.

### BACKGROUND

The subject property is designated Residential Medium Density in the City's Official Community Plan (OCP), and zoned R1 (Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4). The existing single family dwelling is to be demolished in order to proceed with a two lot residential subdivision. The subject property is approximately 935m<sup>2</sup> (see Appendix 5).

Adjacent land uses include the following:

North: single family residence/R1  
South: single family residence and vacant lot/R4  
East: single family residence/R1  
West: single family residence/R1

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

### COMMENTS

#### Engineering Department

The Engineering Department has no concerns to the rezoning of this property. The Engineering Report dated February 24, 2023 (Appendix 6) will form the basis for the Preliminary Layout Review letter for the two lot subdivision application. Given the lot area and zoning, the proposed development is deemed "in-fill" and is exempt from frontage improvements.

Building Department

No concerns with the rezoning.

Fire Department

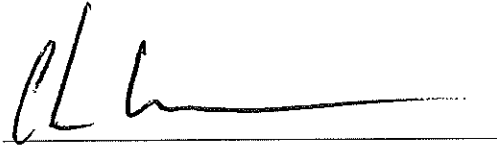
No concerns.

Public Consultation

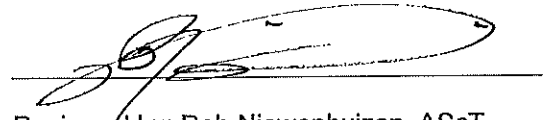
Pursuant to the *Local Government Act* and City of Salmon Arm Zoning Bylaw notices are mailed to land owners within a 30m radius of the application. Newspaper ads are placed in two editions of the local paper in advance of the Statutory Public Hearing. The notices outline the proposal and advises those with an interest in the proposal to provide written submission prior to the Statutory Public Hearing and information regarding attending the Hearing. It is expected that the Hearing for this application will be held on March 27, 2023.

Planning Department

Given the proposed lot area and width, a residential two lot subdivision would be permitted and rezoning from R1 to R8 is supported by the previously mentioned OCP policy. Staff support the rezoning of the subject property from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone).

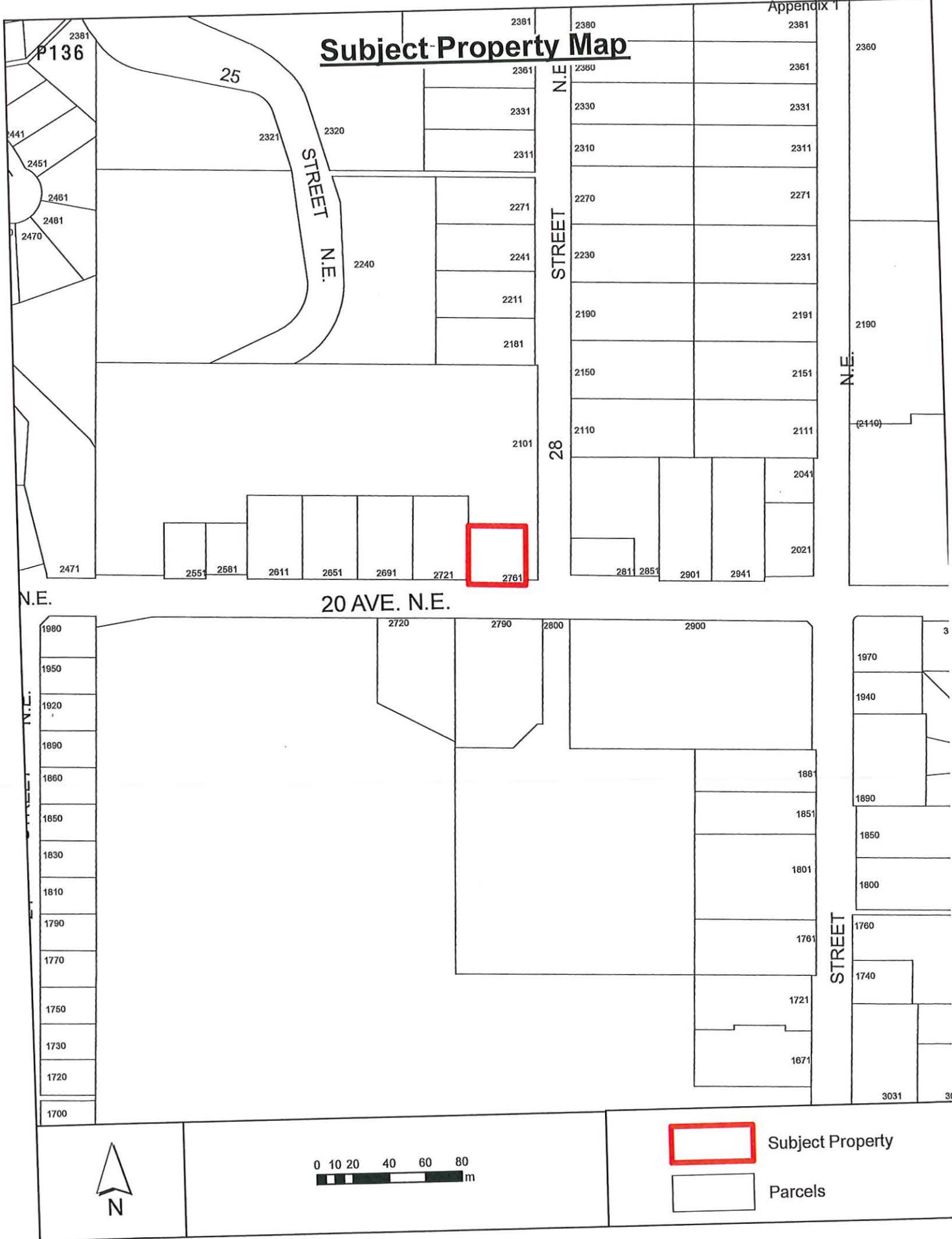


Prepared by: Melinda Smyrl, MCIP, RPP  
Planner



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

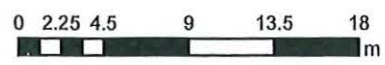
# Subject Property Map



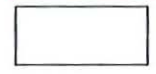


28 ST NE

20 AVE. N.E.



Subject Property



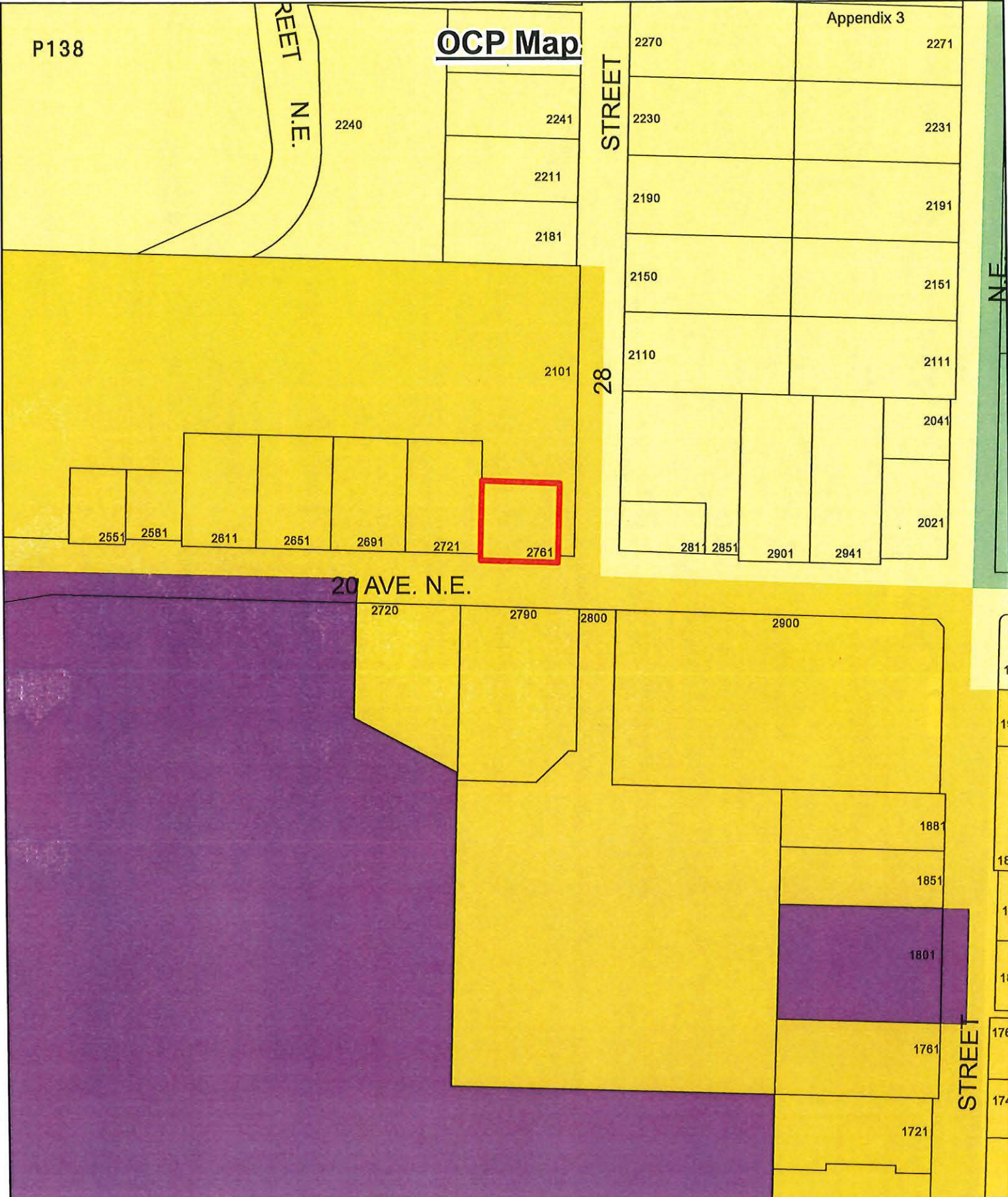
Parcels

P138

REET N.E.

# OCP Map

Appendix 3

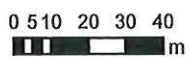
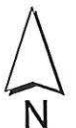


20 AVE. N.E.

28 STREET

N.E.

STREET



- Subject Property
- Acreage Reserve
- Residential - Low Density
- Parcels
- Institutional
- Residential - Medium Density

# Zoning Map

Appendix 4

PT 39

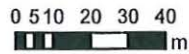
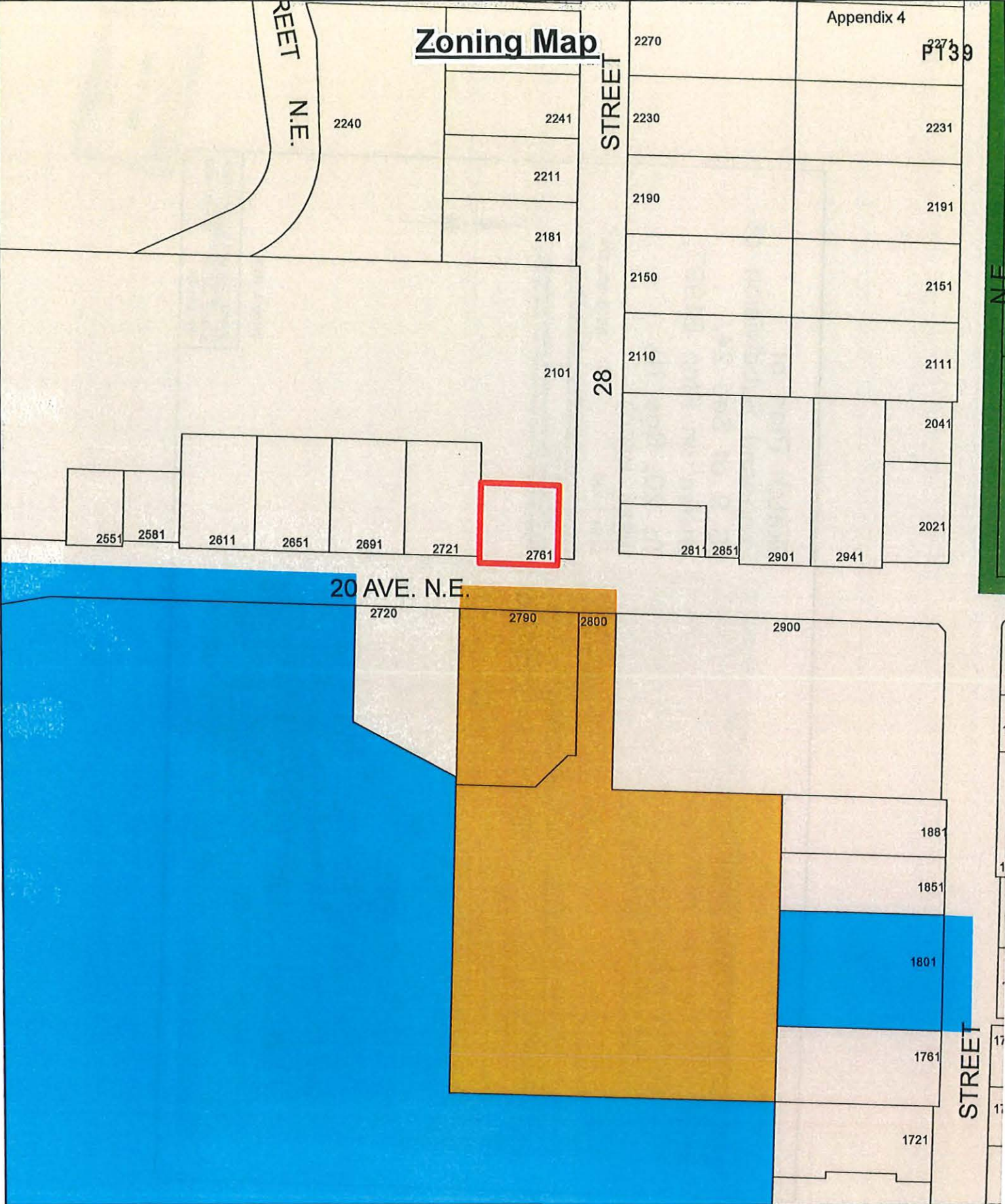
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STREET 28

NE

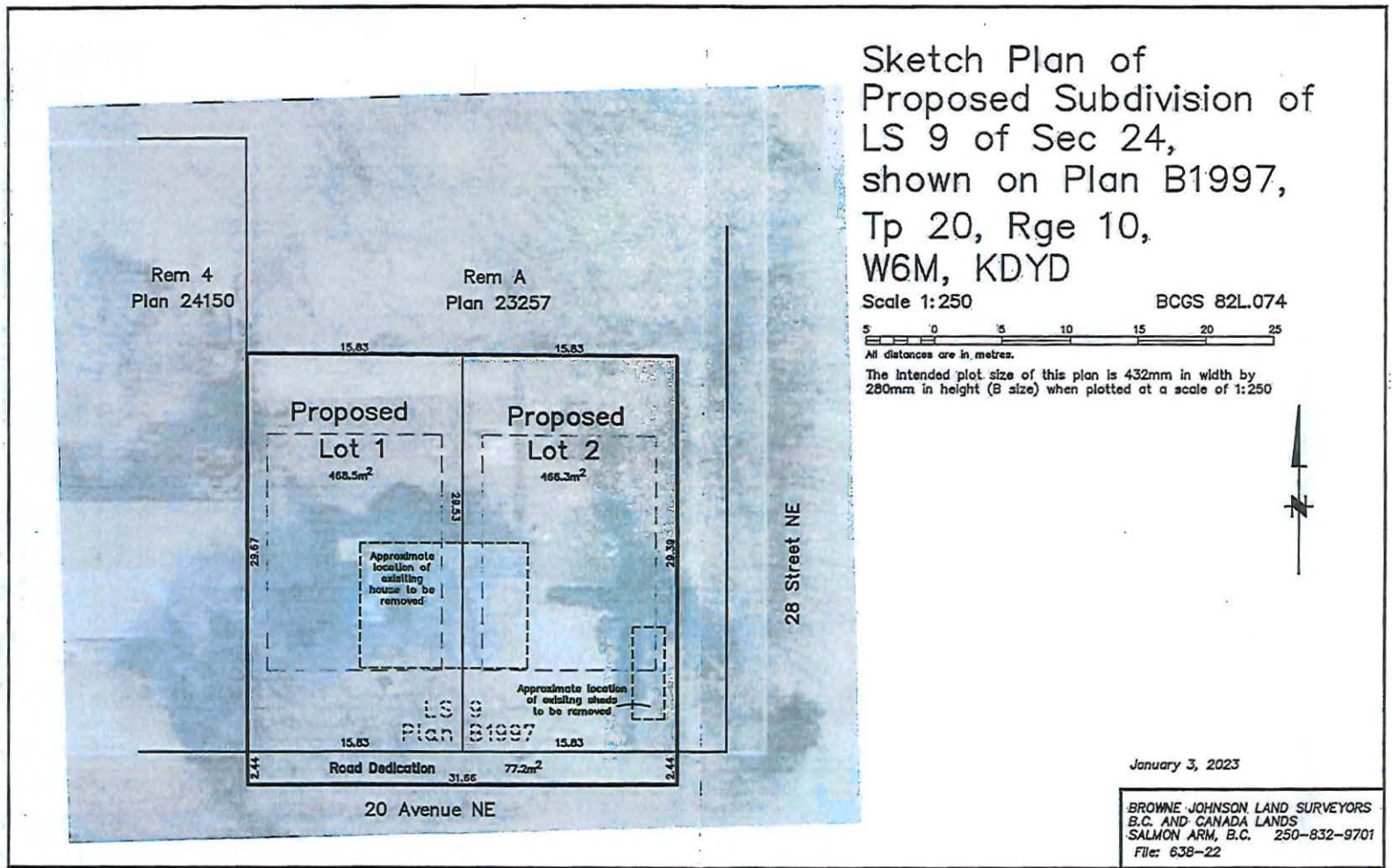
STREET

20 AVE. N.E.



- Subject Property
- A-2
- R-1
- Parcels
- P-3
- R-4





Sketch Plan of  
Proposed Subdivision of  
LS 9 of Sec 24,  
shown on Plan B1997,  
Tp 20, Rge 10,  
W6M, KDYD

RECEIVED  
FEB - 6 2023  
SALMON ARM  
B.C.

Appendix 5



*Memorandum from the  
Engineering and Public  
Works Department*

---

**TO:** Director of Development Services  
**DATE:** February 24, 2023  
**PREPARED BY:** Chris Moore, Engineering Assistant  
**APPLICANT:** S. & K. Dyck  
**SUBJECT:** SUBDIVISION APPLICATION NO. SUB-23.01 and  
 ZONING AMENDMENT APPLICATION FILE NO. ZON- 1262  
**LEGAL:** That Part of Legal Subdivision 9 of Section 24 Shown on Plan B1997;  
 Township 20, Range 10, W6M, KDYD  
**CIVIC:** 2761 – 20 Avenue NE

---

Further to your referral dated 10 February 2023, we provide the following servicing information. The following comments and servicing requirements are not conditions for Rezoning, but are requirements as a condition of Subdivision. Engineering Department does not have any concerns related to the Rezoning and recommends that it be approved.

**General:**

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. This proposed subdivision is deemed "infill" and is exempt from frontage improvements under Subdivision and Development Servicing Bylaw No. 4163, Section 5.4.
4. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with electrical and telecommunication wiring upon development.
5. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction, after any work has been undertaken related to the subdivision.
6. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
7. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.

**Roads / Access:**

1. 20 Avenue NE, on the subject property's southern boundary, is designated as an Urban Collector Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that 2.38m of additional road dedication is required (to be confirmed by a BCLS).

**SUBDIVISION APPLICATION FILE: 23.01**

February 24, 2023

Page 2

- 
2. 20 Avenue NE is currently constructed to an Interim Local Road standard. No improvements will be required as per previously noted exemptions.
  3. Since 20 Avenue NE is designated as a Collector Road, accesses shall be designed by keeping to a minimum number. Only 1 driveway access will be permitted onto 20 Avenue NE and a reciprocal access agreement will be required to service both lots. All unused driveways shall be removed. The Owner shall determine where the shared driveway to both lots will be located and should a new access be required across the City ditch, the Owner / Developer shall be responsible for all associated costs including tree removal, ditching, culvert and any works relating to the existing lawn basin that is located on the property's frontage.

**Water:**

1. The subject property fronts a 200mm diameter Zone 2 watermain on 20 Avenue NE. No upgrades will be required at this time.
2. Records indicate that the existing property is serviced by a 12.5mm diameter service from the 200mm diameter watermain on 20 Avenue NE. Due to size of the existing service, upgrading to a new metered service (minimum 25mm) is required. Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs
3. The proposed parcel is to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Water meter will be supplied by the City at the time of building permit, at the Owner / Developer's cost. Owner / Developer is responsible for all associated costs.
4. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012)
5. Fire protection requirements to be confirmed with the Building Department and Fire Department.

**Sanitary:**

1. The subject property fronts a 200mm diameter sanitary sewer on 20 Avenue NE. No upgrades will be required at this time.
2. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.
3. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).

**SUBDIVISION APPLICATION FILE: 23.01**

February 24, 2023

Page 3

- 
4. Records indicate that the existing property is serviced by a 100mm service from the sanitary sewer on 20 Avenue NE. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Drainage:**

1. The subject property fronts a 675mm diameter storm sewer on 20 Avenue NE. No upgrades will be required at this time.
2. Records indicate that the existing property is not connected to the City storm sewer.
3. The subject property is in an area with no current storm capacity concerns according to the Stormwater Master Plan Study (April 2020)- (Check section 6- Existing system assessment)
4. 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.
5. Where onsite disposal of stormwater is recommended by the ISMP, an "Alternative Stormwater System" shall be provided in accordance with Section 7.2.
6. Where discharge into the Municipal Stormwater Collection System is recommended by the ISMP, this shall be in accordance with Section 7.3. The proposed parcel(s) shall be serviced (each) by a single storm service connection adequately sized (minimum 150mm) to satisfy the servicing requirements of the development. Owner / Developer's engineer may be required to prove that there is sufficient downstream capacity within the existing City Storm System to receive the proposed discharge from the development. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

**Geotechnical:**

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



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**Chris Moore**  
Engineering Assistant



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**Gabriel Beau Baiges P.Eng.**  
City Engineer

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Item 24.1

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor

Seconded: Councillor

THAT: the Bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4571 be read a third and final time.

[ZON-1262; Dyck, S. & K./Browne Johnson Surveying; 2761 20 Avenue NE; R-1 to R-8]

**Vote Record**

- Carried Unanimously
- Carried
- Defeated
- Defeated Unanimously

Opposed:

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

## CITY OF SALMON ARM

### BYLAW NO. 4571

#### 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 March 27, 2023 at the hour of 7:00 p.m. was published in the March 15 and March 22, 2023 issues of the Salmon Arm Observer;

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

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

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

Rezone Part of Legal Subdivision 9 of Section 24 shown on Plan B1997; Township 20, Range 10, W6M, KDYD 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. 4571**”

|                         |                  |        |       |      |
|-------------------------|------------------|--------|-------|------|
| READ A FIRST TIME THIS  | 13 <sup>th</sup> | DAY OF | MARCH | 2023 |
| READ A SECOND TIME THIS | 13 <sup>th</sup> | DAY OF | MARCH | 2023 |
| READ A THIRD TIME THIS  |                  | DAY OF |       | 2023 |
| ADOPTED BY COUNCIL THIS |                  | DAY OF |       | 2023 |

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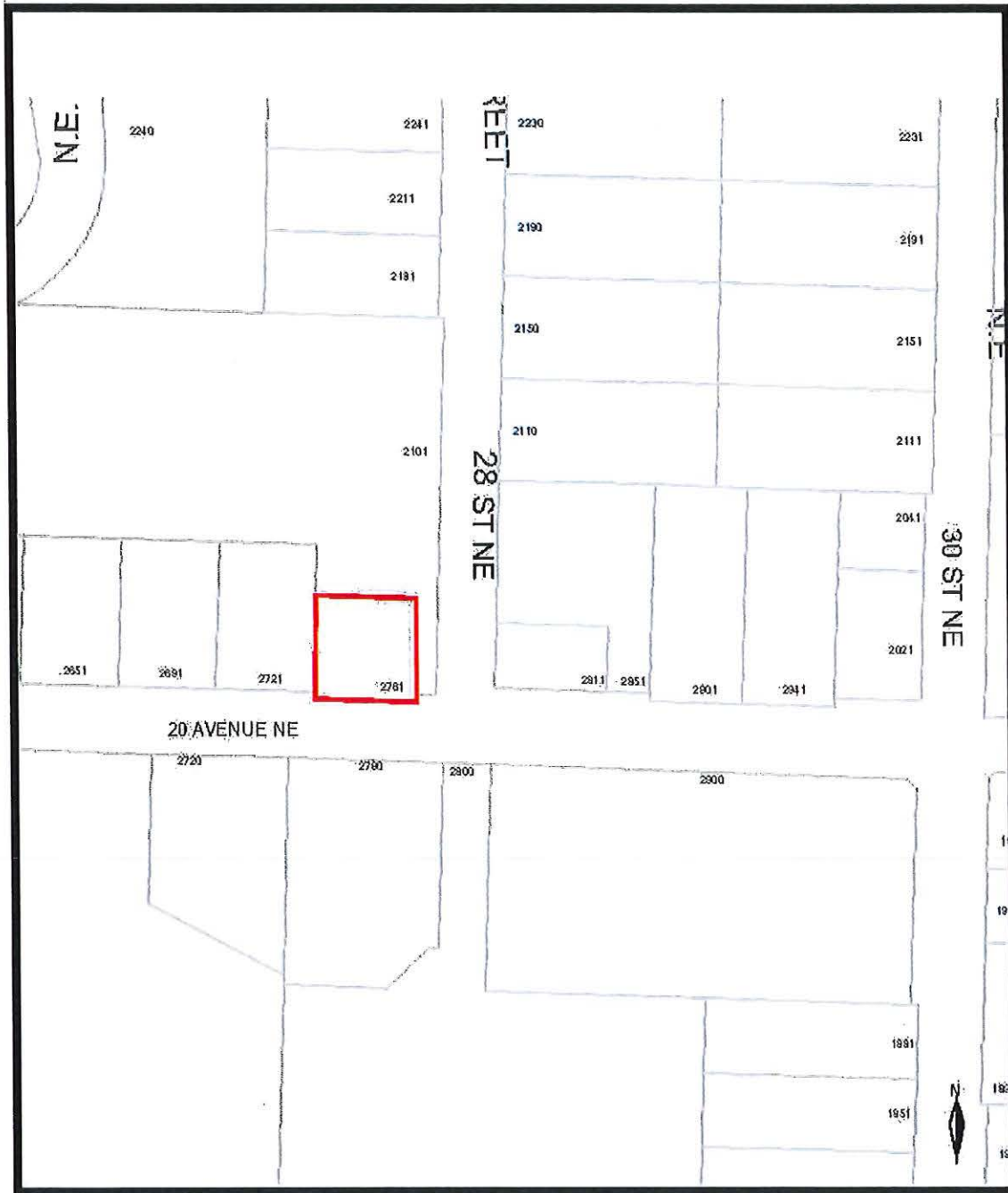
MAYOR

---

CORPORATE OFFICER



Schedule "A"



Item 26

**CITY OF SALMON ARM**

Date: March 27, 2023

Moved: Councillor Gonella

Seconded: Councillor Cannon

THAT: the Regular Council Meeting of March 27, 2023, be adjourned.

**Vote Record**

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

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

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**INFORMATIONAL CORRESPONDENCE - March 27, 2023**

- |     |  |   |
|-----|--|---|
| 1.  | B. and J. Conner - Email dated March 6, 2023 - Newspaper Article re Homeless   | N |
| 2.  | D. Bierwirth - Email dated March 14, 2023 - Homeless/Weapons   | N |
| 3.  | D. Bieber - Email dated March 18, 2023 - Narcisse Homeless Camp  | R |
| 4.  | The Honourable A. Kang, Minister of Municipal Affairs - Letter dated March 16, 2023 - Growing Communities Fund - City of Salmon Arm  | N |
| 5.  | S. Anderson, Principal, Shuswap Middle School - Letter dated March 13, 2023 - Request to Use a Portion of the Little Mountain Field House Parking Lot - Earth Day Recycling Drive-Thru   | R |
| 6.  | T. Timoffee, Early Years Family Navigator and Outdoor Play Facilitator, Shuswap Children's Association - Letter dated March 16, 2023 - Travelling Tots Playgroup - Request for Weekly Morning Use of Gazebo at Blackburn Park - May 2, 2023 - September 26, 2023 | R |
| 7.  | J. Broadwell, Manager, Downtown Salmon Arm - Email dated March 8, 2023 - Request for Temporary Use of Six Parking Stalls in Ross Street Parking Lot - Earth Day Celebration  | R |
| 8.  | S. Dhaliwal and M. Schneider - Letter dated March 14, 2023 - Request for Support - Bollywood Bang Fundraiser   | R |
| 9.  | S. Dhaliwal, President, Salmon Arm Cricket Club - Letter received March 16, 2023 - Request for Allotment of Playing Field to Play Cricket  | R |
| 10. | D. St. John, Pastor, Living Waters Church - Email dated March 20, 2023 - Request to use Fletcher Park - Hot Dog BBQ and Easter Scavenger Hunt on April 8, 2023   | R |
| 11. | R. Smith, President, Rotary Club of Salmon Arm Daybreak Club - Letter dated March 14, 2023 - Proposal to assist with pathway lighting project at McGuire Lake and Blackburn Park   | R |
| 12. | C. Burt, South Canoe Community FireSmart Champion - Letter dated March 10, 2023 - Thank you for FireSmart Activity Day Support   | N |
| 13. | J. Ford, UBCM President - Letter dated March 6, 2023 - Provincial Response to 2022 Resolutions   | N |
| 14. | H. O'Hara, Executive Director and W. Bystedt, President, Board of Directors, BC Association of Farmers' Markets - Letter dated February 16, 2023 - Community Update and Request to Send Thank You Letter   | R |
| 15. | Shuswap Watershed Council - Council Meeting Highlights - March 8, 2023   | N |
| 16. | Shuswap Watershed Council - Media Release dated March 17, 2023 - Letter from Minister of Environment regarding algal bloom, new commitments made for monitoring action   | N |
| 17. | P. & L. Briddon - Copy of letter dated March 20, 2023 to the Honourable George Heyman, Minister of Environment and Climate Change Strategy regarding Water Quality of the Shuswap Lake   | N |
| 18. | S. Martens, Community & Indigenous Relations Manager, FortisBC - FortisBC's Energy Transition Plan   | N |

N = No Action Required  
A = Action Requested

S = Staff has Responded  
R = Response Required

**From:** Bill & Janice Conner [REDACTED]  
**Sent:** March 6, 2023 10:22 AM  
**To:** Alan Harrison <[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)>; Kevin Flynn <[kevin@salmonarmfinancial.com](mailto:kevin@salmonarmfinancial.com)>  
**Subject:** [External] Newspaper article re homeless

**Bill & Janice Conner** [REDACTED] 10:13 AM (0 minutes ago)

We are pleased that the ugly camp has been removed.  
 The item relating to thefts & homeless people may be true. However, The thefts and the prowlers in the lanes both at night and during the day began long before the camps were there.

We have had numerous thefts and attempted thefts for some time.  
 I had a garage with no garage door. Many nighttime prowlers.  
 We put up motion lights. They don't scare anybody.  
 A \$40.00 a month security system by Telus with more lights and cameras.  
 Didn't work.  
 Checked the camera one winter morning. Footprints in 6" of snow. A hand come out of the garage and wave sa partner in.  
 Out they come carrying mt extension ladder. Cameras don't stop them, they have hoodies and keep their heads down.

RCMP recognized one's jacket and crest. He spoke to them, but not enough facial evidence. They weren't homeless.

We spent \$4000.00 and had a garage door installed. We lock the door when not in use.  
 One morning. The door had been activated. The lock held. But the door had been raised and bent in a vee at the top caused by the pull of the motor.

I checked on the internet and found multiple ways to break into a garage door. I found that \$17.00 Mattel toy could act as a remote. It can scan the 10,000 pin codes in a matter of seconds.

The indoor opener is usually installed close to the door. They push the door back, insert a coat hanger and press the button.

I installed a switch into the line and now the motor is shut off when we don't use it. Very inconvenient but it works.

This are of town is forgotten. Our lane was once paved with left over from 5th Ave resurfacing, It took the snowplows two seasons to destroy it.  
 Now we are back the continual dust caused by nonresidents speeding down the lane. The twice a year spray does not work.

It would be nice to be happy lining here

William and Janice Conner



**Rhonda West**

---

**From:** Erin Jackson  
**Sent:** Tuesday, March 14, 2023 4:52 PM  
**To:** Rhonda West  
**Cc:** Sue Wood  
**Subject:** FW: [External] Online Form Submittal: Mayor and Council

Correspondence please.

**From:** noreply@civicplus.com <noreply@civicplus.com>  
**Sent:** Tuesday, March 14, 2023 12:27 PM  
**To:** Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>  
**Subject:** [External] Online Form Submittal: Mayor and Council

## Mayor and Council

First Name Dylan  
Last Name Bierwirth  
Address: [REDACTED] NE  
Return email address: [REDACTED]  
Subject: Homeless / Weapons  
Body Mayor/Council;

Hello, I'm a concerned citizen of Salmon Arm. I own a family owned and operated business in Salmon Arm. We chose Salmon Arm to raise our children because of the people, safety and safe/fun activities our area has! When we walk around Mcguire Lake on our daily walks we almost daily see homeless people shooting up drugs, sleeping on the benches and walking around with weapons. (Machetes,Knifes..ect)

Something needs to be done, and moving them to another location will do absolutely nothing. I can't believe thats the only option council has come up with. It will not be beneficial for the city, community or our police force that have much more important issues to deal with.

Today, I got a call from my pregnant wife panicking in fear,

crying because theres homeless with batts in the downtown Subway at 12 o'clock noon this afternoon, Tuesday March 14. The man proceeded to go in the bathroom and knock things over. Our city & citizens need better, we need safety and we are not getting that obviously.

Would you like a response:

No

**Disclaimer**

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

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



**Rhonda West**

---

**From:** Erin Jackson  
**Sent:** Monday, March 20, 2023 11:32 AM  
**To:** Sue Wood; Rhonda West  
**Subject:** FW: [External] Online Form Submittal: Mayor and Council

Council correspondence please.

**From:** noreply@civicplus.com <noreply@civicplus.com>  
**Sent:** Saturday, March 18, 2023 2:05 PM  
**To:** Alan Harrison <aharrison@salmonarm.ca>; David Gonella <dgonella@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>  
**Subject:** [External] Online Form Submittal: Mayor and Council

## Mayor and Council

**First Name** DAVID  
**Last Name** BIEBER  
**Address:** [REDACTED] NW  
**Return email address:** [REDACTED]  
**Subject:** Narcisse Homeless Camp

**Body**

This week a homeless camp was established at the above location without any conversation or consultation with homeowners (taxpayers) in the affected area. I find the implementation to be somewhat under-handed and devious, the lack of transparency with regard to this issue has broken the trust between council and the taxpayers of this city, you took what initially have seemed the easiest softest approach, however this will likely not be the case in the long run, a serious failure in leadership.

Did anyone stop to think about what your actions effect will be on the property value of our complex when you decided to put a sanctioned homeless camp next door.

Who will want to purchase a high value property next to a homeless camp approved by the city.

At this point you can swear up and down that this is not the case, it's not permanent, etc, etc, however as stated earlier the trust is broken and it is less likely to be believed.

In closing it should be noted that not one of you has any

personal skin in the game, perhaps you could host a few of  
homeless in your back yards.

What an appalling lack of leadership on this issue.

Regards,  
David Bieber

Would you like a  
response:

Yes

**Disclaimer**

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



March 16, 2023

Ref: 271994

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

Dear Mayor Harrison:

The population of B.C. has increased consistently over the past decade and is projected to keep growing in the next 10 years. The provincial government understands the need to facilitate greater housing supply for our growing population. The province will support local governments in addressing the multiple funding and financing constraints to aid in the construction of infrastructure and amenities for all B.C. communities. Local governments' investment in core community infrastructure and amenities increases the amount of land that is ready to be developed to a higher density.

The Government of B.C. has invested considerable resources in infrastructure and amenities in the past 10 years and has strategically leveraged federal funding to that effect. More than \$1.6 billion in federal and provincial funding have been invested in our communities since 2018 through the Investing in Canada Infrastructure Program. However, as there is still more to be done for infrastructure and amenities, the provincial government is pleased to provide the Growing Communities Fund (GCF) for local governments province-wide.

As a one-time grant, the GCF will provide up to \$1 billion through direct grants to local governments to support all B.C. communities, with a focus on those communities that need to increase the pace and scale of housing supply. The principal objective of the GCF is to increase the local housing supply with investments in community infrastructure and amenities. Municipalities are encouraged to work closely with adjacent local First Nations, in recognition of the *Declaration on the Rights of Indigenous Peoples Act*, as this collaboration strengthens our communities and regions.

The funding provided through the GCF should be limited to one-off costs needed to build required infrastructure and amenities rather than funding ongoing or operational activities. These funds are to be incremental to currently planned investments and should accelerate the delivery of capital projects. Eligible costs are as follows:

- Public drinking water supply, treatment facilities and water distribution;
- Local portion of affordable/attainable housing developments;

.../2

- Childcare facilities;
- Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities;
- Wastewater conveyance and treatment facilities;
- Storm water management;
- Solid waste management infrastructure;
- Public safety/emergency management equipment and facilities not funded by senior level government;
- Local road improvements and upgrades;
- Sidewalks, curbing and lighting;
- Active transportation amenities not funded by senior level government;
- Improvements that facilitate transit service;
- Natural hazard mitigation;
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities.

Further to the above-noted capital costs, one-off costs can include:

- Costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work; costs of designing, tendering and acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and, in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities.

I am pleased to advise you that the City of Salmon Arm is the recipient of a \$6,089,000 grant under the Growing Communities Fund. This amount will be directly transferred to your local government by March 31, 2023.

Under part 7 of the Local Government Grants Regulations, the amount of the grant to each local government is set by the Minister of Municipal Affairs. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on three components: a flat funding amount, an “adjusted population” amount and a “population growth” amount. The flat amount is \$500,000. The “adjusted population” amount is \$365 per adjusted population. The population adjustment ensures smaller municipalities get a higher per capita share of funding despite larger municipalities receiving more funding in absolute dollars. The “population growth” amount is \$1,000 per capita population growth between 2016 and 2021.

As a condition of this funding, the grant must be placed in a segregated reserve fund established by bylaw under section 188 of the *Community Charter* for the Capital and Planning purposes of the GCF. This fund must be separate from other existing reserve funds. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 167 of the *Community Charter*. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

Further to the financial reporting, an annual report that identifies work-related Housing Needs Reports and pre-zoning requirements, as applicable, is required. The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province's Environmental, Social and Governance framework for capital projects.

Finally, requirements will include parameters for public recognition of the funding related to projects. The province must be consulted prior to any proactive media events or news releases related to the project. Funded projects must also acknowledge the province's contribution through temporary and permanent on-site signage. The provincial government anticipates that the funds will be expended within approximately five years of receipt.

If you have any questions or comments regarding this letter, please feel free to contact the Local Government Infrastructure and Finance Branch by email at: [LGIF@gov.bc.ca](mailto:LGIF@gov.bc.ca). Further information on the program will be available on the following webpage: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/bc-s-growing-communities-fund>.

The province welcomes this opportunity to support the growth of the supply of housing throughout British Columbia. We believe that this funding will contribute to the capacity of B.C. local governments to provide critical services as our province and economy grows.

Sincerely,



Anne Kang  
Minister

pc: Erin Jackson, Chief Administrative Officer, City of Salmon Arm  
Chelsea Van de Cappelle, Chief Financial Officer, City of Salmon Arm

**Attachment with Example Calculation for a Municipality with 15,000 People**

| Population Range | From    | To      | Adjustment Factor |
|------------------|---------|---------|-------------------|
| 1. Very Small    | 0       | 2,000   | 100%              |
| 2. Small         | 2,001   | 5,000   | 80%               |
| 3. Small-Med     | 5,001   | 10,000  | 60%               |
| 4. Medium        | 10,001  | 20,000  | 40%               |
| 5. Large-Med     | 20,001  | 40,000  | 20%               |
| 6. Large         | 40,001  | 150,000 | 10%               |
| 7. Very Large    | 150,001 | 900,000 | 5%                |

To illustrate, for a city of 15,000 people, the adjusted population is:

- For this first 2,000 residents, adjustment of 100% = 2,000 x 100% = 2,000
- For the next 3,000 (up to 5,000), adjustment of 80% = 3,000 x 80% = 2,400
- For the next 5,000 (up to 10,000), adjustment of 60% = 5,000 x 60% = 3,000
- For the last 5,000 (up to 15,000), adjustment of 40% = 5,000 x 40% = 2,000

Thus, the city of 15,000 people has an adjusted population of 9,400 (=2,000 + 2,400 + 3,000 + 2,000).

If the city grew by 4,500 people between 2016-2021, the total grant amount is calculated as follows:

| Component           | Calculation       | Result      |
|---------------------|-------------------|-------------|
| Flat Funding        | \$500,000         | \$500,000   |
| Adjusted Population | = 9,400 x \$365   | \$3,431,000 |
| Population Growth   | = 4,500 x \$1,000 | \$4,500,000 |
| Total Grant         |                   | \$8,431,000 |



**École Intermédiaire  
Shuswap Middle School**

171 – 30th Street SE Salmon Arm, BC V1E 4P2  
Tel 250-832-6031 Fax 250-832-7114 Email sms@sd83.bc.ca

March 13, 2023

Dear City of Salmon Arm Mayor and Council,

This year Earth Day will fall on Friday April 21<sup>st</sup>. To mark Earth Day, Shuswap Middle School's Staff, Students, and Parent Advisory Council would like to hold a "recycling drive thru" (This event would also be a fundraiser for the SMS PAC).

Our plan is to have SMS parents and community members drop off their refundable recycling at the Little Mountain Field House parking lot (across the street from SMS) between 8:00am and 2:00pm where it would be sorted by students and PAC parents. Sorted recycling would then be returned to the recycling depot by parents and staff members. After our event is done, students and PAC Members would ensure that the Little Mountain parking lot was cleaned up and left tidy.

We are respectfully requesting the use of a portion of the Little Mountain Field House parking lot (an area between the Field House itself and the playground, including the first parking stalls at the curb/fence and the driveway in front of those stalls) for drop off and sorting of recyclables.

Thanks for your consideration.

Yours truly,

Scott Anderson  
Principal



March 16, 2023

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

Dear Mayor Harrison and City Councilors,

The Shuswap Children's Association has an ongoing Family Resource Program called Travelling Tots Playgroup (formerly Outdoor Recreation Program). The program is making use of family friendly spaces in the Salmon Arm area and focuses on children birth to school age, and their parents/caregivers. The purpose of the group is to provide safe, accessible, and free play-based programming for children and increase community connections for parents and caregivers. These groups are small in nature, and will follow our strict Covid-19 policies, as well as adhere to any provincial orders.

**We are requesting the use of the Gazebo undercover area at Blackburn Park on Tuesday mornings from May 2<sup>nd</sup>, 2023 – September 26, 2023, from 8:30 am – 12:15 pm (which includes set up and take down time) for our playgroup to gather.**

Thank you so much for your consideration.

Sincerely,

Tanya Timoffee  
Early Years Family Navigator and Outdoor Play Facilitator  
Shuswap Children's Association



**Rhonda West**

---

**From:** Rhonda West  
**Sent:** Wednesday, March 8, 2023 3:55 PM  
**To:** Rhonda West  
**Subject:** FW: [External] [MayBeFraud] Earth Day Celebration  
**Attachments:** EV Parking request.pdf

**From:** Jennifer B <[manager@salmonarmdowntown.com](mailto:manager@salmonarmdowntown.com)>  
**Sent:** March 8, 2023 3:48 PM  
**To:** Rob Niewenhuizen <[rniewenhuizen@salmonarm.ca](mailto:rniewenhuizen@salmonarm.ca)>  
**Subject:** [External] [MayBeFraud] Earth Day Celebration

Hi Rob.

With Song Sparrow Hall and the Salmon Arm Arts Centre, we will be hosting an Earth Day celebration at the Ross Street Plaza on Saturday, April 22. The COSA Active Transportation Task Force will be there as an exhibitor, as will Erin Jackson and Jenn Wilson to provide information on the AT Master plan and water conservation plan. Also in attendance will be the Shuswap Climate Action Committee who will have up to six electronic vehicles on display for viewing FAQ of owners.

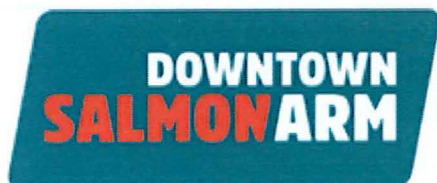
We are requesting to reserve the six parking stalls within Ross Street Parking Lot that are NE facing and closest to the Plaza (see attached). The event will run from 11 am – 1:30 pm but to ensure they stalls stay available we are requesting use of these stalls for the electronic vehicles beginning at 8 am.

Please let me know if you have any questions or immediate concerns regarding this request.

I appreciate your time.

Thank you.

Jen

**Jennifer Broadwell**

Manager

[manager@salmonarmdowntown.com](mailto:manager@salmonarmdowntown.com)

250 Shuswap St NE  
PO Box 1928  
Salmon Arm, BC V1E 4P9  
(250) 832-5440

[salmonarmdowntown.com](http://salmonarmdowntown.com)

Request to reserve 6 parking stalls in  
Ross Street Parking Lot for Electronic  
Vehicle display from 8 am - 1 pm  
Saturday, April 22 for  
Earth Day Celebration by Shuswap  
Climate Action.

Expert Heari

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Namaste Yoga &  
Wellness Centre

**DOWNTOWN  
SALMON ARM**



12.1.8

March 14<sup>th</sup> 2023

To whom it may concern,

This letter is to help inform the City of Salmon arm about this year's Bollywood Bang fundraiser on May 6<sup>th</sup> 2023, as well as ask for fundamental support regarding the facility rental. As you may or may not be aware, back in 2019 we were able to raise \$188,000 for the Shuswap Hospital Foundation. This year we have taken the event to a larger scale and we are looking to raise the bar on 2019's donations in attempt to raise \$200,000 for the hospital and Salmon Arm Rotary Club.

The funds raised this year will help improve the process, flow and staffing situation of our emergency room. Hopefully you have not had to personally visit the waiting area lately, however if you have you are probably keenly aware there are some improvements that could be made. Our donation will help fund the Ambulatory Care ward that will be a facility where patients who require quick and more frequent care (i.e. stitches, cast changes & chemo) can be seen in an increased capacity in order to free up the emergency space for those that require more immediate intensive care.

We are hoping the City may be able to help us with the cost of the facility rental. This year's event will be held at the Shaw Centre. I have attached our proposed invoice from the facility. Whether you chose to attend the fundraising event or not, this event will affect the community in a direct manner for the better! Every penny saved in situations like this, helps go directly to helping our community. If you have any further questions on how you can get involved or regarding this event, please ask.

Sincerely,

Sunny Dhaliwal & Mark Schneider

# Facility Rental Agreement



Rental bookings are not confirmed until we receive a copy of this Facility Rental Agreement signed by the Licensee and accompanied by the initial rental fee payment and damage deposit, if any.

## Contract

**Contract #:** FA-1450      **Prepared by:** David Knight  
**Date:** Oct 14 2022      **Status:** Firmed

## Client Information

**Name:** Sunny Dhaliwal      **Account:** Bollywood Bang  
**Phone #:** (250) 832-9770      **Email:** sunny@cfasalmonarmarm.ca  
**Address:** 160 10th Ave SW, Salmon Arm, British Columbia, V1E 1T2

## Facility & Extra Summary

| Field                  | Date        | Day      | Time                | Fees       | Extra Fees | Discount | Tax    | Total      |
|------------------------|-------------|----------|---------------------|------------|------------|----------|--------|------------|
| Hucul Pond - Dry Floor | May 05 2023 | Friday   | 12:00 PM - 12:00 AM | \$994.84   | \$0.00     | \$0.00   | \$0.00 | \$994.84   |
| Hucul Pond - Dry Floor | May 06 2023 | Saturday | 12:00 AM - 12:00 AM | \$1,989.67 | \$1,176.00 | \$0.00   | \$0.00 | \$3,165.67 |
| Hucul Pond - Dry Floor | May 07 2023 | Sunday   | 12:00 AM - 12:00 PM | \$994.84   | \$0.00     | \$0.00   | \$0.00 | \$994.84   |

## Invoice

| Due Date    | Amount     | Remaining Balance |
|-------------|------------|-------------------|
| May 31 2023 | \$5,155.35 | \$5,155.35        |

## Contract Total

| Rental Fee | Rental Tax | Extra Fees | Extra Tax | Total with Tax |
|------------|------------|------------|-----------|----------------|
| \$3,979.35 | \$0.00     | \$1,176.00 | \$0.00    | \$5,155.35     |

Date: Mar 14 2023

Client Signature

Click to Sign

From:

Salmon Arm Cricket Club

200 Tr 200 TCH HWY

Salmon Arm BC

V1E 3X8

To,

The Honorable Mayor and Council of City of Salmon Arm

City Hall

P O Box 400

Salmon Arm BC

Sub: Request for allotment of playing field to play Cricket

As you are aware, Salmon Arm has been voted to be the most livable cities in Canada and this has led to a recent influx of people moving to Salmon Arm and call it home.

A by product of this has been an increase in the East Indian, English and South African and other visible minority immigrants moving to Salmon Arm and calling this beautiful City their home.

A background on Cricket:

Cricket is a Team sport consisting of 11 players on each team and played on a Oval ground and the closest comparison would be to baseball.

Cricket as a amateur sport started in England in the early 1770's and has grown to be a global phenomenon next only to Soccer. With more than 95 countries playing the sport across the globe, there is keen interest in the sport around the world.

Coming to Canada, cricket has been identified as the fastest growing sport in the country with a National Team now being fielded by the Country to participate in global tournaments.

Interestingly enough, Salmon Arm used to have one of the first cricket teams in Interior BC along with Vernon, Naramata and Penticton( archives available at Haney Heritage Village) way back in the late 1800's.

With a past that beckons and a future that is bright, we are looking to revive and establish this sport in Salmon Arm.

We have registered Salmon Arm Cricket Club in July, 2022 and have a current rooster of about 25 players within the community. There are many more waiting to start playing the sport, but we are unable accommodate these players due to no playing facilities being available.

We have been playing the sport in various fields in Salmon Arm for lack of space and have not been able to play cricket due to field constraints as most of the City parks are already spoken for by other sports in the community. We have also been travelling to Kamloops and Kelowna to play in tournaments but have not had much success in raising the profile of the Team or the City of Salmon Arm due to aforementioned issues.

**Our Request:**

We are formally requesting the Honorable Mayor and the Council members to kindly consider our request favorably and help us to raise the awareness and help the community by giving the youths in town another avenue to learn a new game.

We would request that a city park or suitable grounds be provided to Salmon Arm Cricket Club to train and promote the game of Cricket in Salmon Arm.

Please find below some pictures of grounds and the pitch which will give the Honorable Mayor and Council an idea of our requirements.

**Pitch:**



**Dimensions:**

**Ground: 60-90 yards all around and can be in a round or oval shape**

**Pitch: 80 Feet Long and 15 Feet wide, with a cement base layer covered with matting**

**Associated costs for the City of Salmon Arm:**

The only cost to be borne by the City of Salmon Arm will be getting a ground approved for use by the Salmon Arm Cricket Club and granting permission to prepare the pitch and readying the ground.

Salmon Arm Cricket Club will raise the funds required to get the pitch ready for use ( approx.. Cost \$10000.00 to lay down the cement and cover it with appropriate matting).

The Salmon Arm Cricket Club requests you to humbly consider this request favorably and provide us with the facilities required.

Thank you,

Sunny Dhaliwal- President

Ajit Sran- Vice President and Secretary

Prasad Savanagouder- Treasurer

## Rhonda West

---

**From:** david@livingwaterschurch.ca  
**Sent:** Monday, March 20, 2023 5:17 PM  
**To:** Rhonda West  
**Subject:** [External] Request to do BBQ in park Sat April 8th.

Hello Rhonda,

As per our conversation on the phone today here is our church's request to hold a BBQ etc....in Fletcher Park on Sat April 8<sup>th</sup> 2023.

Thnx for processing this for us.

Sincerely David St John

Pastor of Living Waters Church.

P.S If you didn't mind letting me know you got this...thnx.

*Dear City Hall,*

*We are Living Waters Church and meet at the Shuswap Dance Center across from Fletcher Park.*

*We are wondering if we could use Fletcher Park on April 8th about 11 am - 2 pm for a hot dog BBQ.....we'd bring 2 bbq's. We want to hand out free hotdogs and involve children in a little Easter scavenger hunt. The prize would be some wrapped Easter eggs. 2 people involved have the food safe course. We'd have some invitations available on the tables to our Easter service the next day for anyone interested to take.*

*Thanks for considering our request. We appreciate all you do for our lovely city.*

*Sincerely,*

*Living Waters Church*





## Rotary Club of Salmon Arm Daybreak Club

March 14, 2023

Dear Mayor and Council,

The Rotary Club of Salmon Arm - Daybreak (Daybreak Rotary) presented its proposal to council to assist in development at Canoe Beach in October 2022. While the work done so far to expedite the process is much appreciated, we've accepted that the timeline there is entirely unknown and could stretch years into the future. To ensure continual engagement and momentum from club membership as well as the community, we've decided to search for an interim project while we wait for Canoe Beach land issues to be resolved.

One of our club members suggested we look into lighting walking paths around Salmon Arm, and this was met with great enthusiasm. That led to a discussion with city staff Rob Niewenhuizen and Darin Gerow. We discovered that council had as recently as 2020 proposed and set aside funds to begin lighting McGuire Lake Park as well as Blackburn Park.

Based on these discussions, the Salmon Arm Daybreak Rotary club is seeking support from Mayor and Council to work with City Staff to help light the walking paths around McGuire Lake and potentially in due time, Blackburn Park.

With council approval we'd like to be able to advertise publicly our intent and project for the purposes of raising funds and goodwill support for the project. We also seek approval from council that this project be treated as a collaborative project, and to use our goodwill as a local club as means to complete the project to city code and standards at as low of a cost as possible.

This means we'd like to, in addition to providing funds required to complete the project, to provide club membership labor, discounted contractor labor, donated or discounted materials, and other goodwill discounts on materials and services where possible.

Finally, while the current costs are unknown, we'd ask council to consider dedicating additional funds in the 2024-2025 budget to be used towards the end goal of lighting McGuire Lake.

On behalf of the Daybreak Rotary Club, we would like to thank you for considering our proposal.

Thanks,

Rich Smith – Club President

A handwritten signature in black ink, appearing to be "Rich Smith", written over a horizontal line.

March 10, 2023

Re: South Canoe FireSmart Committee thanks and appreciation

To Mayor and Council,

On behalf of the South Canoe FireSmart Committee I would like to extend our thanks and appreciation to Mayor and Councillors for your support with our FireSmart Activity Day on May 7, 2022. As a result of your \$500 one time funding contribution to our committee, we were able hold a neighbourhood BBQ with displays of roof sprinklers, water fire barrels, and we were able to make FireSmart educational materials available for our residents. We had Carmen Guidos, a local firemen and also a Licensed FireSmart Representative, attend with one of the Structure Protection Units to demonstrate the types of equipment that are available for home protection during an interface fire incident. The event was a great success with much neighbourhood participation.

Through donations at our BBQ, donations of help from committee members to clean up residents' yards, through the use of volunteer labour and equipment and through the sale of water barrels, we have now become self sufficient.

South Canoe is one of the front lines of defence from wildfire for Salmon Arm, we therefore believe that you have provided an important investment for our city.

We would also like to express our deep appreciation for the efforts and support offered to us by Councillor Tim Lavery and Fire Chief Brad Shirley. Tim and Chief Shirley have been an instrumental part of our success.

Thanks again,

Charlie Burt

South Canoe Community FireSmart Champion

March 6, 2023

12.1.13

Mayor Alan Harrison  
City of Salmon Arm  
Box 40  
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison:

**Re: Provincial Response to 2022 Resolutions**

UBCM has received the Province's response to your Council resolution(s) from 2022. Please find the enclosed resolution(s) and their provincial response(s).

All responses from the Province have been posted to the UBCM web site under Convention & Resolutions, then under Resolutions & Responses.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Sincerely,



Jen Ford  
UBCM President

*Enclosure*

Whereas public safety is of equal concern to both municipal and regional district residents;

And whereas rural populations are growing steadily;

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

And whereas lack of police resources affects rural safety and is putting a strain on municipal budgets:

Therefore be it resolved that UBCM request that the province increase the provincially funded positions immediately;

And be it further resolved that future resource allocations accurately reflect the rural demands for policing services.

**Convention Decision:                      Endorsed**

Provincial Response

**Ministry of Public Safety and Solicitor General**

*As part of the Provincial Government's Safer Communities Action Plan, announced November 20, 2022, the Province has approved an unprecedented, multi-year investment of approximately \$230 million to the base funding for the RCMP, as the Provincial Police Service. This funding will address existing gaps in staffing, and allow the Provincial Police Service to reach its full authorized strength of 2,602 members.*

*This investment will ensure adequate and effective levels of policing and law enforcement, particularly in rural, remote and Indigenous communities, and in a wide variety of specialized teams that investigate and prevent complex, violent and organized crimes.*

*Ministry staff are engaged with RCMP 'E' Division regarding the next steps to address the vacancies and resource pressures in specialized functions, such as Major Crime Section and BC Highway Patrol, as well as at front-line provincial detachment units.*

*It is important to note that this funding comes into effect April 1, 2023 and is not an increase in new member positions, beyond the authorized strength of 2,602 members.*

*On April 28, 2022, the Special Committee on Reforming the Police Act released its report and recommendations. Creating a fair and equitable shared funding model for municipalities is recommendation #6 in the report. The report recommends reviewing the funding model and considering local needs and geography of the service delivery area. The ministry has carefully reviewed and analysed the report and will take a phased approach in responding to the recommendations. The ministry will also undertake broader engagement to meaningfully address the Special Committee's recommendations.*



**February 16, 2023**

Alan Harrison  
 Mayor, City of Salmon Arm  
 Box 40  
 Salmon Arm, BC V1E 4N2

Dear Mayor Alan Harrison and Council,

We are writing to share a great story from your community with wonderful outcomes:

- People in your community accessed fresh, healthy local food from local farmers.
- Local farmers saw greater economic activity - strengthening their sustainability.

Each year, with funding from the Province of British Columbia, the BC Association of Farmers Markets delivers the BC Farmers' Market Nutrition Coupon Program across the province. In 2022, through an increase in funding we expanded the number of seniors and elders in the program and increased the weekly coupon allocation per family from \$21 to \$27.

### **In Your Community**

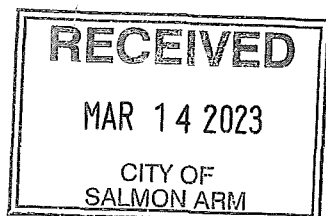
In **Salmon Arm**, we proudly partnered with **Shuswap Family Centre** who provided lower-income pregnant persons, families, and seniors with coupons to purchase fresh fruits, vegetables, cheese, eggs, nuts, fish, meat, herbs and honey directly from farmers at your local farmers' market.

And with these coupons they redeemed **\$36,045** with local farmers at the **Downtown Salmon Arm's Farmer's Market and Salmon Arm Community Market**.

Over **107** lower-income residents from **Salmon Arm** ate and enjoyed more local, fresh foods, learned about healthy eating, and felt connected to their community. At the same time, your local food system was strengthened with farmers in your community who benefited from this additional income to sustain their farms.

### **Our Request To You**

If you agree the BC Farmers' Market Nutrition Coupon Program is a valuable program, we kindly ask you to send a thank you letter to the Minister of Health, Adrien Dix. Your encouragement and feedback means a lot and can strengthen support for ongoing funding for the BC Farmers' Market Nutrition Coupon Program.



BC Association of Farmers' Markets

208 1089 West Broadway Vancouver, BC V6H 1E5  
 604 734 9797 bcfarmersmarket.org bcfarmersmarket@trail.com



We are ready to dig in and work with your community again in 2023!

With gratitude,

A stylized, handwritten signature in black ink, consisting of several vertical lines and a horizontal stroke.

Heather O'Hara  
Executive Director

A handwritten signature in black ink, written in a cursive style, reading "Wylie Bystedt".

Wylie Bystedt  
President, Board of Directors

### Election of Chair and Vice Chair for 2023

Jay Simpson, CSRD Director for Area 'F' North Shuswap was acclaimed as Chair; Natalya Melnychuk CSRD Director for Area 'G' Sorrento – Blind Bay – Notch Hill was acclaimed as Vice Chair.

### Report from Program Managers

Erin Vieira provided an update on program operations since the last SWC meeting:

- Staff administered the **Water Quality Grant Program**; nine applications were received by the January 31<sup>st</sup> deadline
- Staff facilitated bi-annual meetings of the **Shuswap Water Monitoring Group** and the **Water Protection Advisory Committee**
- Staff coordinated the preparation of a **jointly signed letter to Interior Health** regarding concerns about algal bloom testing and response
- Staff are continuing to promote the SWC's **Phosphorus Action Plan**; a webinar was held on February 16<sup>th</sup> and a recording is available on the SWC YouTube channel

Expenses to the end of the third quarter (April 1<sup>st</sup> - December 31<sup>st</sup> 2022) total **\$182,538** against the annual operating budget of **\$350,105**.

### Water Quality Grants awarded

The SWC selected five water quality grant applications to receive funding, following the recommendations of the Water Protection Advisory Committee. A total of \$53,004 grant funds will be distributed, which will leverage \$56,625 other funds and in-kind contributions for a total watershed investment of \$109,629.

### Budget and work plan for 2023-24 approved

Staff presented the proposed work plan and budget for 2023-24. The key work plan items include a Water Quality Grant Program, Zebra & Quagga Mussel Prevention Program, initiation of a Wetland Strategy for the Shuswap, funding support for water quality monitoring, Safe Recreation educational program, advocacy for the Shuswap watershed, and communications. Work plan expenses total \$334,664. The budget and work plan were approved, and come into effect April 1<sup>st</sup> 2023.

### Guest presentations from BC Ministry of Environment

Ms. Heather Thompson, Water Quality Specialist, presented an overview of the recently published *Water Quality Objectives (WQOs) for Shuswap Lake* policy report. Kym Keogh, RPBio., presented a selection of water quality monitoring results from 2022 and interpreted the data against the new WQOs. She also summarized some of the Ministry's plans in the Shuswap watershed in response to the SWC's concerns about the 2020 and 2022 algal blooms that impacted Salmon Arm Bay.

*A full meeting summary is available on the SWC website.*

### SWC MEMBERS:

**Jay Simpson – Chair**  
CSRD Area 'F'

**Natalya Melnychuk – Vice Chair**  
CSRD Area 'G'

**Marty Gibbons**  
CSRD Area 'C'

**Dean Trumbley**  
CSRD Area 'D'

**Rhona Martin**  
CSRD Area 'E'

**David Lepsoe**  
TNRD, Village of Chase

**Reid Hamer-Jackson**  
TNRD, City of Kamloops

**Debbie Cannon**  
City of Salmon Arm

**Pam Beech**  
District of Sicamous

**Howard Nordquist**  
Secwepemc Nation,  
Adams Lake Indian Band

**Robyn Laubman**  
Splatsin te Secwepemc

**Jim Johnson**  
RDNO Area 'E'

**Allysa Hopkins**  
RDNO Area 'F'

**Kym Keogh**  
BC Ministry of Environment  
& Climate Change Strategy

**Lindsay Benbow**  
BC Ministry of Agriculture, Food  
& Fisheries

**Kelly Chiatto**  
BC Ministry of Forests

**Erik Kok**  
Community Representative

**Kimm Magill-Hofmann**  
Community Representative

**Phil Owen**  
Community Representative

**Dennis Einarson**  
Senior Scientific Advisor



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



## MEDIA RELEASE

17 March 2023 – for immediate release

### Shuswap Watershed Council receives reply letter from Minister of Environment regarding algal bloom, new commitments made for monitoring and action

The Shuswap Watershed Council (SWC) has received a reply directly from Hon. George Heyman, provincial Minister of Environment and Climate Change Strategy.

The SWC originally wrote to Minister Heyman in October to relay their concerns about persistent algal blooms that occurred in Salmon Arm Bay in 2022 and in 2020.

“We wanted to make sure the Minister was aware of the extent and severity of the algal bloom last August, and ask for his Ministry to investigate and correct the water quality problems that are impacting Salmon Arm Bay,” said Jay Simpson, Chair of the SWC.

The Minister’s response pointed to a recent assessment by provincial staff of water quality in the Salmon River, the river that flows into Shuswap Lake at Salmon Arm Bay. Although the letter didn’t specify the results of the assessment, it did state that the Ministry will do further investigations about nutrient inputs to the lake – a key factor in the formation of an algal bloom – and it will work to reduce nutrient inputs where possible.

The Shuswap Watershed Council is already well aware of nutrient contributions to the lake via the Salmon River. The SWC worked with a [research team from UBC-Okanagan to do a thorough study on this](#); the results of which showed that agriculture and homes in the valley bottom of the Salmon River are the largest source of nutrient inputs to the river – results that are consistent with other, similar studies across North America. With those results in-hand, the SWC developed a [Water Quality Grant Program](#) to provide funds to farms to implement new, improved nutrient management practices that ultimately help to protect water quality.

The Minister’s letter also mentioned promotion and enforcement of the *Agricultural Environmental Management Code*, a provincial regulation that came into effect in 2019 and is being phased in over a number of years, and that aims to ensure agricultural practices are consistent with the protection of clean water and air.





Minister's Heyman letter also expressed appreciation for work that the SWC has done to educate and inform residents about water quality, and about protection of water quality such as through the SWC's recently published [Phosphorus Action Plan](#).

"Keeping Shuswap Lake pristine will take a combination of educational and regulatory actions. The SWC can do education and provide incentives, but the regulatory and monitoring work is the Province's mandate," Simpson says.

The SWC's letter to Minister Heyman and the Minister's reply letter can be found on the SWC's website.

-30-

About: The Shuswap Watershed Council is a watershed-based partnership organization that works on water quality and safe recreation in the Shuswap.

Contact: For more information, please contact Erin Vieira or Alex de Chantal c/o the Fraser Basin Council (staff) in Kamloops at 250 314-9660 or contact SWC Chair Jay Simpson at 250 517-9578. Check us out online: [www.shuswapwater.ca](http://www.shuswapwater.ca).

Reference: 393157

*March 2, 2023*

Jay Simpson, Chair  
Shuswap Watershed Council  
Email: [jsimpson@csrd.bc.ca](mailto:jsimpson@csrd.bc.ca)

Dear Chair Simpson:

Thank you for your letter of October 12, 2022 and January 12, 2023, regarding the water quality in the Salmon Arm of Shuswap Lake. I appreciate your concerns regarding the occurrence of recent algal blooms in this lake that is used for drinking water and has important recreational and tourism values. I apologize for the very lengthy delay in responding.

I appreciate the leadership that the Shuswap Watershed Council plays in promoting water quality improvement and the Ministry of Environment and Climate Change Strategy will continue to work in partnership with the council. I understand that staff from the ministry have recently reached out to you and that ministry staff will be attending the upcoming quarterly meeting of the Shuswap Watershed Council. It is my expectation that we will continue to prioritise monitoring and regulatory actions to address the issues raised in your letter.

With your support and in partnership with the Adams Lake Indian Band, Splatnin and Little Shuswap Lake Band, the province established water quality objectives last fall for Shuswap Lake. These objectives will now be used to evaluate water quality monitoring data. The ministry will continue to investigate causes where water quality in the lake is not meeting these objectives. The Ministry will also continue to monitor two locations in Shuswap Lake as part of a long-term water quality trend program.

I understand the concerns you raised about the increased frequency of algal blooms and its impact on the local community. The monitoring, conducted in the spring and late summer each year, will help us understand how the nutrients in the lake are changing over time in relation to both land-based activities and climate change and how water quality influences the occurrence of algal blooms in Shuswap Lake. We expect that climate change will make algal blooms more likely in areas that have warmer climates and are prone to flood events in the spring.

The Province will also continue to work with local health authorities and citizens through the [Algae Watch](#) program to provide information and report observations about algal blooms. We understand the need to improve communications on beach conditions and the ministry hopes to work with the Shuswap Watershed Council and others to improve on messaging about algal blooms.

As mentioned in your letter, the Ministry has recently assessed the water quality of the Salmon River. As a result of this work, the Ministry will be further investigating the sources of nutrients within the Salmon River Watershed and Salmon Arm basin. Additional monitoring and assessment may be part of this work. Once the specific sources have been more clearly identified, the Ministry will work to reduce nutrient inputs where possible.

The Ministry takes a risk-based approach to enforcement of the Agricultural Environmental Management (AEM) Code when responding to complaints and assessing compliance. The province has undertaken education and promotion through the Ministry of Agriculture and Food who

continues to work with the agricultural industry, local agriculture industry associations and with the Ministry of Environment to support the regulation of and communications with producers. The Compliance and Enforcement Division is aware of the concerns in the Salmon River watershed and is planning focused compliance work in the watershed in 2023.

I appreciate the work the Shuswap Watershed Council has done to educate citizens in the watershed about the protection of water quality in Shuswap Lake, including best practices in your recent Phosphorus Action Plan. The Ministry will continue to work with the Shuswap Watershed Council to support changes to land use activities that influence nutrient inputs to the Salmon River.

Thank you again for taking the time to write and I look forward to our continued collaboration on protecting this valuable resource in British Columbia. If you have additional questions, please contact Kym Keogh, Section Head, Regional Operations Division, Environmental Protection Division at 250 302-3589 or [Kym.Keogh@gov.bc.ca](mailto:Kym.Keogh@gov.bc.ca).

Sincerely,

George Heyman  
Minister

cc: Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship  
Kym Keogh, Section Head, Regional Operations Division, Environmental Protection  
Division, Ministry of Environment and Climate Change Strategy  
Erin Vieira, Program Manager, Shuswap Watershed Council

Philip & Linda  
Briddon



[REDACTED] NE Salmon Arm B.C. [REDACTED]  
[REDACTED]

March 20, 2022

Sent Electronically

Hon George Heymann

Minister of Environment and Climate Change Strategy of [British Columbia](#)

Re: Water Quality of the Shuswap Lake

Dear Sir

I am writing as a concerned resident of Salmon Arm. The past few years have seen the frequency, severity, and impact of algae blooms in the Shuswap Lake that have been concentrated in the bay at the west end of the Salmon Arm. These blooms have several impacts including the effect on tourism, water quality, local recreation and sports, fish and wildlife and the reputation of the lake and area. Also, while the ministry of health has indicated that the blooms do not pose health risks, we have seen "Do Not Swim" notices at various beaches and camping locations in the area and I can attest anecdotally that the water is not healthy, as our dog drank lake water and became very ill.

The phosphorus entering the lake from the Salmon River is 2.5X higher than that from the Tappen test site, the next highest source, and **10X** the approximate average for the rest of the lake at large. In addition, Nitrogen levels in this area are also elevated, but not to the degree of phosphorus. From off the record conversations I have had with agencies and locals, it is clear that the increasing intensity of farming activity and



a few following very poor farming practices are the cause. While some believe there are other contributing factors such as climate, shoreline residential uses, boating etc., I think everyone has come to the same obvious cause conclusion, that the increasing agriculture activity and practices are the chief cause. This conclusion is reinforced in more detail by the letter that was sent to you from the Shuswap Watershed Council (SWC) on October 12, 2022, and supporting water quality reports.

There are best farming practices guidelines and some regulations, although these are woefully inadequate. However, often the regulations are in opposition to each other. The FARM PRACTICES PROTECTION (RIGHT TO FARM) ACT 2(1)(a) among other things states “the farmer is not liable in nuisance to any person for any odor, noise, dust or other disturbance resulting from the farm operation...”. Phosphorus is regulated in many ways (e.g., laws, regulations, bylaws), directly and indirectly. However, the nature of the regulatory systems—with provincial, federal, and local government laws, often by sector—means that the network of regulations is a patchwork. It is built from the bottom up, sometimes not considering the whole system\*.

The Phosphorus Action Plan published by the Shuswap Watershed Council provided a good summation of the situation, albeit purposely written to avoid naming and thereby offending any group. Unfortunately, the action plan itself seems to contain mostly motherhood statements and avoids any enforcement action on the existing inadequate regulations. I understand the SWC has no legislative power and is a government funded information gathering organization and does not want to vilify or alienate any particular sector.

No individual or local organization has the power or mandate to address this critical problem successfully. The government is the steward of our environment, and this includes the beautiful Shuswap Lake. Please don't

allow the deterioration of our lake, it's water quality and reputation to be eroded further. I for one will support affirmative action, including enforcement in protecting this precious resource. However, in the absence of any real meaningful action on behalf of government, I believe it is incumbent of citizens to take public action in a thoughtful, respectful and effective way to motivate the hands of those with the power to affect the situation. I believe time is of the essence and ask you to gather the necessary resources and implement a plan to combat the situation so 2023 does not see a repeat of previous years.

As the spring and summer season are almost upon us, we can't afford to waste time, accordingly I would appreciate an update on initiatives and request your thoughts on the matter at your earliest convenience.

Regards,

*Philip Briddon*

Philip Briddon

CC:

Greg Kylo, MLA ( [greg.kylo.MLA@leg.bc.ca](mailto:greg.kylo.MLA@leg.bc.ca) )

Jay Simpson, Chair of the Shuswap Watershed Council ([jsimpson@csrd.bc.ca](mailto:jsimpson@csrd.bc.ca))

Kevin Flynn, Chair of the CSRD ([kflynn@csrd.bc.ca](mailto:kflynn@csrd.bc.ca))

Mel Arnold, MP ( [mel.arnold@parl.gc.ca](mailto:mel.arnold@parl.gc.ca) )

City of Salmon Arm Council ([Mayor and Council@salmonarm.ca](mailto:Mayor_and_Council@salmonarm.ca))

## **Attachments**

**Taken August 30, 2022, Mallard Point Salmon Arm Bay**



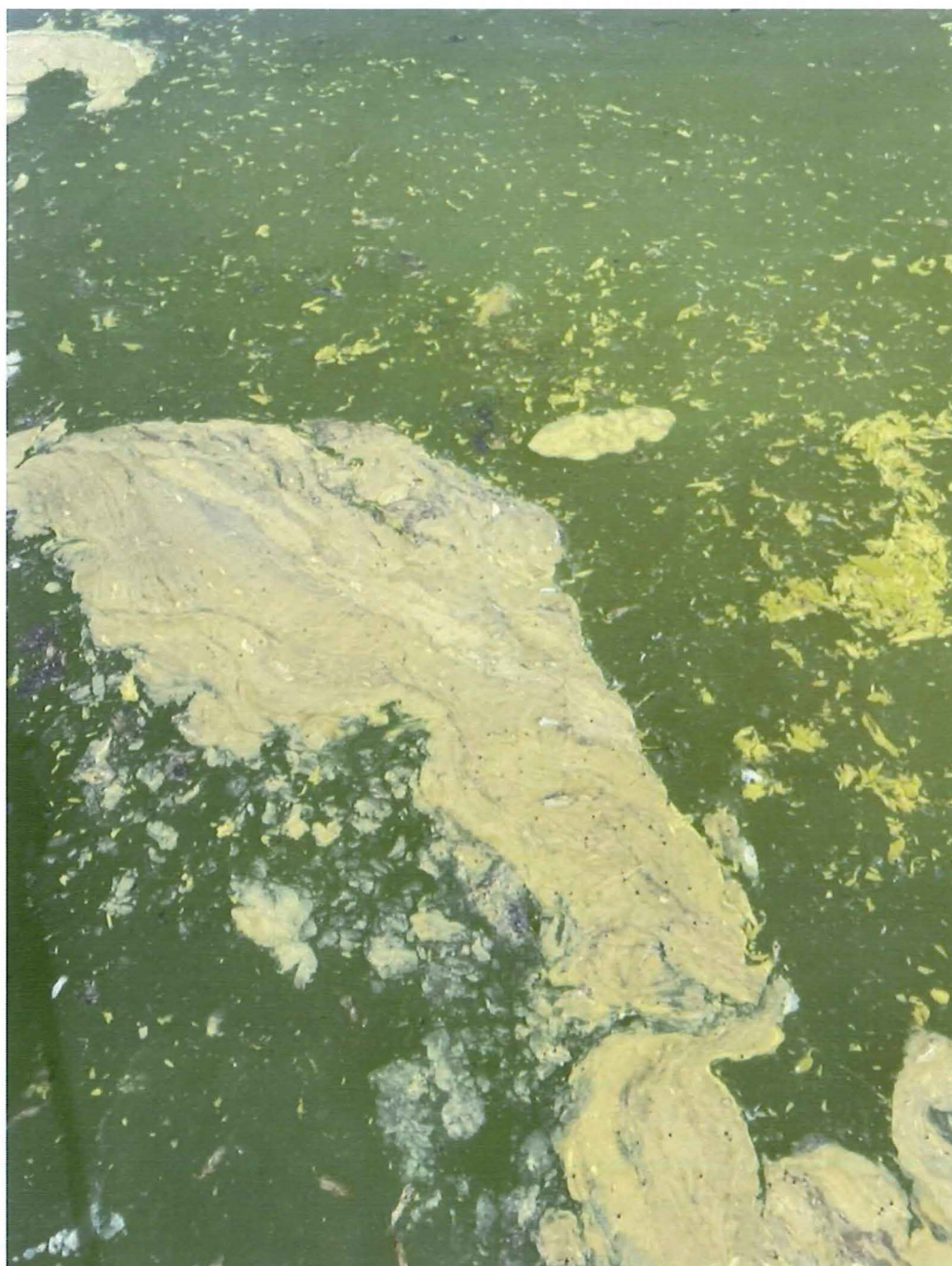












## Rhonda West

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**From:** Alan Harrison  
**Sent:** Tuesday, March 14, 2023 9:50 AM  
**To:** Erin Jackson  
**Cc:** Rhonda West  
**Subject:** FW: FortisBC's Energy Transition Plan Information Package  
**Attachments:** City of Salmon Arm - FortisBC Municipal Information Package.pdf

#2

**From:** Martens, Shelley <Shelley.Martens@fortisbc.com>  
**Sent:** March 9, 2023 4:18 PM  
**To:** Alan Harrison <aharrison@salmonarm.ca>  
**Cc:** Erin Jackson <ejackson@salmonarm.ca>  
**Subject:** [External] FortisBC's Energy Transition Plan Information Package

Good afternoon Mayor Harrison,

In follow up to my letter of November 9<sup>th</sup>, I've attached an information package regarding FortisBC's Energy Transition Plan. There is a lot of very interesting info about the work we are doing to support the advancement of provincial, municipal climate action goals as well as your community's climate action initiatives. There are also some links to our website that you may be interested in taking a look at.

Please feel free to circulate this to your Council and staff for their review as well. Don't hesitate to reach out to me if you have any questions, or if you'd like to set up a presentation at an upcoming Council meeting.

Hope to see you at SILGA in April!

Have a wonderful day,

*Shelley Martens*

Community & Indigenous Relations Manager

Shuswap-Nicola-Okanagan-Similkameen

Phone: 250.868.4525

Cell: 250.718.7041

*FortisBC acknowledges and respects Indigenous Peoples in Canada, on whose ancestral territory we all live and work.*

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This email was sent to you by FortisBC\*. The contact information to reach an authorized representative of FortisBC is 16705 Fraser Highway, Surrey, British Columbia, V4N 0E8, Attention: Communications Department. You can unsubscribe from receiving further emails from FortisBC by emailing [unsubscribe@fortisbc.com](mailto:unsubscribe@fortisbc.com).

\*"FortisBC" refers to the FortisBC group of companies which includes FortisBC Holdings, Inc., FortisBC Energy Inc., FortisBC Inc., FortisBC Alternative Energy Services Inc. and Fortis Generation Inc.

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

Attention: Alan Harrison

[aharrison@salmonarm.ca](mailto:aharrison@salmonarm.ca)

Dear Mayor Harrison,

I am writing to follow up to our letter sent on November 9<sup>th</sup>, 2022, to share an information package that provides details on FortisBC's plans to support our provincial and municipal emission reduction goals and assist in the transition to a lower-carbon energy future for B.C.

Sustainability is embedded in all we do. Keeping it front of mind across our business puts us in a position where we can anticipate the energy needs of British Columbians today and into the future. We're growing our supply of Renewable Natural Gas to decarbonize the gas system while ensuring we continue to deliver safe, reliable, and cost-effective energy to our customers and communities as part of our work to transform BC's energy future.

As a provider of both gas and electricity service in the province, FortisBC is uniquely positioned to understand the importance of a diversified energy future. We are committed to an affordable, clean, renewable, and resilient energy future, and are dedicated to supporting provincial efforts to reach carbon neutrality in B.C. by 2050. The Province's CleanBC Roadmap to 2030 recognizes the role of both gas and electric infrastructure to achieving long-term GHG reductions and highlights B.C.'s gas distribution system as a critical decarbonization channel.

Much like the global transition of electricity generation from higher carbon sources like coal, to lower carbon renewable sources like wind, solar and hydroelectric energy, the energy flowing through the gas distribution network is transitioning to lower and zero carbon gaseous fuels. We believe that increasing the use of renewable energy sources and improving energy efficiency are foundational to achieving long-lasting emission reductions in the province.

FortisBC has a long history of serving your community and we strive to be a valuable and trustworthy partner by supporting initiatives that help advance community goals and objectives including climate action and emission reduction goals. We kindly request the opportunity to present our solutions at an upcoming Council meeting and discuss how we can collaborate with the City of Salmon Arm and support your community's climate action and energy goals.

I look forward to working with you, your Council, and your staff.

Yours truly,

A handwritten signature in blue ink that reads "Shelley Martens".

Shelley Martens, Community & Indigenous Relations Manager

## FortisBC Information Package

### Executive Summary

The attached information package provides an overview of FortisBC's energy transition plan and the role of the gas infrastructure to support the advancement of provincial and municipal climate action goals. Summarized below are key highlights covered in the information package:

- The [CleanBC Roadmap to 2030](#) recognizes that multiple energy sources, including the importance of the natural gas system, in achieving provincial climate goals.
- FortisBC is investing in energy efficiency and transitioning to low-carbon and renewable energy sources, while also making investments in low-emission transportation to minimize greenhouse gas emissions without sacrificing energy affordability and reliability.
- [Renewable Natural Gas \(RNG\)](#), has a lower carbon emission intensity than local electricity.
- Today FortisBC's [annual contracted supply of renewable gas](#) is approximately 5% of the total natural gas in our system. By 2030, this will exceed 15% and by 2050 we are targeting to exceed 75%, contributing to a net-zero future.
- FortisBC can help to reduce emissions in new and existing buildings through the [Renewable Gas Application](#) that is currently before the BCUC. To support decarbonization of buildings, we are seeking approval to provide 100% renewable gas to all new residential customers and increasing renewable gas distribution to existing customers.
- Renewable Natural Gas rates are more affordable than electricity and a recent study concluded that a diversified energy system that utilizes the gas system would save British Columbia's economy \$100 billion by 2050. A link to the study can be found on page 6 below.
- Between 2019 and 2022, FortisBC has invested \$399 million in energy efficiency initiatives, reducing approximately 249,000 tonnes of GHG emissions per year (the equivalent of taking approximately 76,000 gasoline-powered cars off the road).
- FortisBC continues to increase supply of compressed natural gas (CNG), liquefied natural gas (LNG) and RNG while providing incentives to fleet operators, helping them [lower emissions in their vehicles](#). Over the years, we've provided support for more than 1,000 medium and heavy-duty vehicles so they can operate on CNG or LNG.
- LNG can reduce emissions globally. Using LNG to fuel marine vessels reduces lifecycle emissions by 27 percent and has the potential to make significant improvement to air quality.
- FortisBC is the largest energy delivery company in the province, and on cold winter days the gas system has delivered double the amount of energy delivered by BC Hydro to meet our customers peak energy needs.
- Recent studies conducted by academic institutions ([SFU](#) and [UBC](#)) have indicated that there will be insufficient electrical capacity to meet increasing electricity demand, requiring up to the production equivalent to between 9 and 30 Site C's by 2050.
- An integrated energy system is the most effective way to meet B.C.'s energy needs. Maximum impact to reach B.C.'s climate action goals, while supporting energy affordability and resiliency will be best achieved by leveraging multiple energy sources available in the province.

## **FortisBC's commitment to a low-carbon energy future**



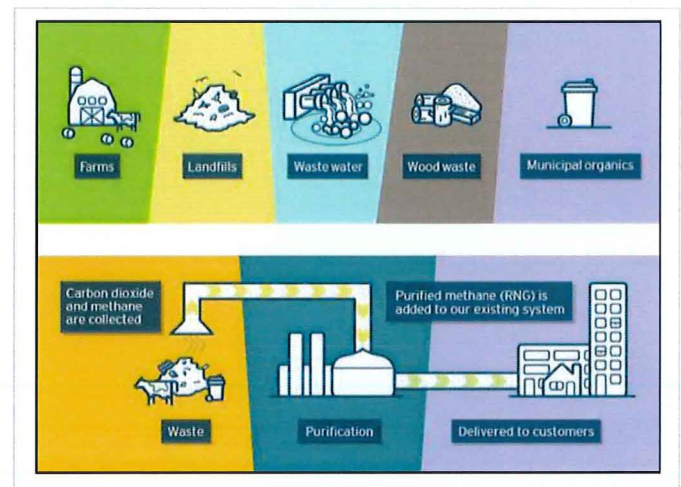
FortisBC has been advancing initiatives to support British Columbia's climate action goals. In 2018, FortisBC developed its long-term climate plan called the [Clean Growth Pathway to 2050](#), which outlines FortisBC's role in helping B.C. achieve its provincial GHG emissions targets.

Our plan aims to reduce GHG emissions by nearly 4 million tonnes (Mt) per year compared to 2007 levels and represents one of the largest GHG reduction contributions of any single entity in B.C.

As we continue to transform B.C.'s energy future, and look further ahead, we envision a future where by 2050 the majority of the energy we deliver through our distribution network is renewable. Our Clean Growth Pathway to 2050 is built on the four pillars above.

### ***Renewable Natural Gas***

Renewable and low-carbon gas is critical in helping our customers reduce GHG emissions. FortisBC was the first utility in North America to offer Renewable Natural Gas (RNG) sourced from local farms, landfills, and wastewater treatment plants to our customers and have been doing so since 2011. August 2021 marked the 10-year anniversary of providing our customers with RNG. Over the last decade we've seen demand steadily increase for RNG, and to meet this demand, we've formed long term partnerships with suppliers across the province, Canada and the United States. Renewable Natural Gas is a sustainable energy that's key to transforming B.C.'s energy system while utilizing the same delivery infrastructure we currently have in place.



We are continuing to expand this offering and will be bringing other renewable and low carbon gases, such as hydrogen into our gas distribution network.

Similar to the emissions associated with electricity in B.C., emissions associated with FortisBC's Renewable Natural Gas portfolio are very low. This is because with Renewable Natural Gas production, methane from organic waste that otherwise would have escaped into the atmosphere is captured and used to produce Renewable Natural Gas.



| Fuel Type              | CO2e (kg/Gigajoule) |
|------------------------|---------------------|
| Natural Gas            | 49.87               |
| Gasoline               | 65.22               |
| Electricity (BC Hydro) | 3.0                 |
| Electricity (FortisBC) | 0.72                |
| Renewable Natural Gas  | 0.29                |
| Electricity (Alberta)  | 222                 |

As of February 2023, we are receiving Renewable Natural Gas from 12 RNG suppliers and FortisBC’s regulator, the British Columbia Utilities Commission, has approved an additional 21 projects. The total expected volume of these projects once they are all operational would be just under 20 petajoules annually which amounts to meet the energy needs of about 222,000 homes. To put this into perspective, the annual energy that is anticipated to be generated by the Site C dam is equivalent to 18 petajoules.

The renewable and low-carbon gas supply outlook is supported by the [B.C. Renewable and Low-Carbon Gas Supply Potential Study](#), which was completed in partnership between FortisBC, the Province, and the B.C. Bioenergy Network. The study concluded that by 2050 the province’s gas system could be completely supplied by made-in-B.C. renewable and low carbon sources.

A significant portion of this renewable and low-carbon gas supply outlook is anticipated to be hydrogen. The Province has also signaled the importance of hydrogen through the BC Hydrogen Strategy.<sup>1</sup> FortisBC recognizes that hydrogen demand will need to grow in B.C. and there is an opportunity to distribute hydrogen through our infrastructure. FortisBC is already making progress on hydrogen development pilot project as demonstrated by a recent partnership between FortisBC, Suncor Energy and Hazer Group Limited to produce zero-carbon hydrogen in Port Moody.<sup>2</sup>

Our [Renewable Gas Application](#) is currently before the BCUC for review. We are seeking approval to provide 100% renewable gas to all new residential customers and increasing renewable gas distribution to existing customers.

### **Energy Efficiency**

Energy efficiency is likely one of the lowest-cost and most immediate actions to lower overall energy use and reduce GHG emissions. FortisBC is one of Canada’s largest investors in energy efficiency and is committed to helping customers lower their energy use in homes and businesses. Between 2019 and 2022, FortisBC has invested \$399 million in energy efficiency initiatives, reducing approximately 249,000 tonnes of GHG emissions per year (the equivalent of taking approximately 76,000 gasoline-powered cars off the road). We are continuously testing innovative technologies, such as high-efficiency gas heats pumps, and in 2021 alone invested close to \$120 million in energy efficiency and conservation programs for our gas and electricity customers.

<sup>1</sup> [https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/electricity-alternative-energy/electricity/bc-hydro-review/bc\\_hydrogen\\_strategy\\_final.pdf#page=5](https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/electricity-alternative-energy/electricity/bc-hydro-review/bc_hydrogen_strategy_final.pdf#page=5)

<sup>2</sup> <https://www.fortisbc.com/news-events/media-centre-details/2022/07/04/hydrogen-partnership-to-advance-new-pilot-facility-with-cleanbc-support>

FortisBC can assist local governments by helping understand energy use in community buildings and offering suggestions to lower energy use. We can provide incentives to upgrade to more energy efficient equipment, such as rebates for energy efficient commercial equipment including gas boilers, water heaters, food service equipment and heat pumps. Electric customers can access rebates for LED lighting, HVAC, refrigeration, restaurant equipment and more. We would welcome an opportunity to support your community with our energy efficiency and conservation programs.<sup>3</sup>



### ***Zero and Low-Carbon Transportation***

FortisBC is a leader in energy solutions for transportation. B.C.'s commercial transportation sector is responsible for 41 percent of provincial GHG emissions, accounting for the largest footprint in B.C. We enable the opportunity to adopt natural gas vehicles, run on compressed natural gas (CNG), to reduce emissions in commercial transportation. To date, we have supported over 1,000 vehicles with natural gas fueling stations, reducing emissions by up to 30 percent and fuel costs by up to 45 percent, compared to gasoline or diesel.



This includes TransLink who was the first public transportation authority in Canada to fuel their fleet using renewable CNG, which can further reduce emissions by up to 85 percent compared to diesel. We are also fueling eight B.C. ferries with liquified natural gas (LNG) and have deployed over 40 Direct Charge Fast Charging stations (DCFC) at [22 sites in 20 communities](#).

### ***Global LNG***

While the focus of this information is on B.C., there is not only a need to reduce emissions locally, but also globally. LNG has the potential to displace more carbon intensive fuels globally and B.C. is positioned to be a vital LNG provider domestically and internationally. Developing B.C. as an LNG marine fueling hub presents an economic opportunity for the province and a way to address global GHG emissions from the shipping industry.

In fact, LNG from our Tilbury facility in Delta has some of the lowest carbon intensity in the world as its produced using electricity. We have estimated that using LNG to fuel marine vessels reduces lifecycle emissions by 27 percent.



<sup>3</sup> <https://www.fortisbc.com/rebates-and-energy-savings/rebates-and-offers?l=>

When LNG is used in industry in China, GHG emissions are reduced by approximately half, replacing heavy carbon fuels like coal. The use of renewable gas in LNG powered vessels has the potential for further reductions in GHG emissions from the marine shipping sector, increasing the reduction of GHG emissions from 27 percent for LNG to 85 percent for renewable LNG compared to conventional marine fuels.

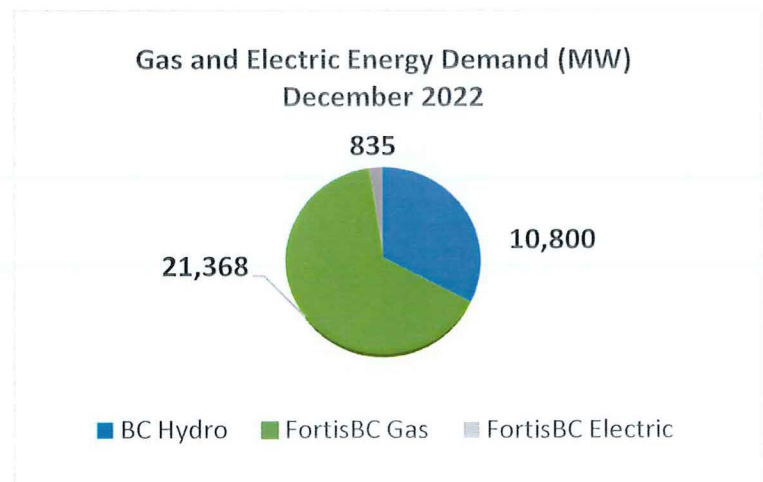
### **The important role of the gas system in contributing to a low-carbon energy future**

To support B.C.’s energy transition, the gas system will play a critical role in delivering affordable low carbon energy to homes and businesses. In 2020, FortisBC commissioned Guidehouse, a respected global consultancy, to help realize our Clean Growth Pathway and support an actionable decarbonization strategy for B.C.

The resulting report, [Pathways for British Columbia to Achieve its GHG Reduction Goals](#) highlights the merits of a diversified energy approach to reach B.C.’s emission reduction targets. By transitioning to renewable gas, we’ll be leveraging more than 50,000 kilometres of existing piped energy delivery infrastructure. The report demonstrates that a diversified approach provides a more cost-effective and resilient means of achieving B.C.’s climate targets, contributing to an estimated 100-billion-dollar cost saving by 2050 versus an electrification focused approach.

In addition to the 100-billion-dollar cost saving by 2050, while Renewable Natural Gas rates are more expensive than natural gas rates, they are currently cheaper than electricity rates for customers.<sup>4</sup> Since Renewable Natural Gas is a drop-in fuel, it works with existing appliances which eliminates the need for costly retrofits. As we consider rising energy costs in the context of unprecedented inflationary pressures within our local and global economies, it is important that we ensure an affordable energy future for British Columbians.

Access to multiple energy sources improves individual and system capacity to respond to energy disruptions. This is a concept that highlights the important role that the gas delivery system plays during severe weather conditions. Climate change has resulted in an increased prevalence of environmental risks such as extreme weather events, flooding, and wildfires which can cause disruptions to electricity networks. Last winter’s record-breaking cold temperatures showed that both energy systems remain critical to ensuring that BC’s energy needs are met.



<sup>4</sup> <https://www.fortisbc.com/services/sustainable-energy-options/renewable-natural-gas/how-much-does-renewable-natural-gas-cost>

Last December, BC Hydro announced a new peak capacity record of 10,900 MW while FortisBC's gas system reached near peak levels - delivering **nearly double** this amount at the equivalent of 21,368 MW. This demonstrates the critical nature of BC's integrated energy system and that robust, fully utilized gas and electric systems support BC's ability to take climate action while maintaining resiliency, customer choice and affordability.

Studies conducted by academia indicate there is a lack of future electrical capacity to meet increasing electricity demand. Optimizing the B.C. gas system can play an important role in mitigating this risk. FortisBC recently partnered with the University of Victoria's Institute for Integrated Energy Systems on a peer reviewed study that reinforces the important role of gas infrastructure and renewable gases in B.C.'s and Metro Vancouver's low carbon future.<sup>5</sup> What makes this study particularly useful and unique is that it was an independent, expert analysis that focused specifically on Metro Vancouver's energy and climate needs. This study, published in the Energy Strategy Reviews journal, examined the cost and capacity requirements of different options to decarbonize building heating in Metro Vancouver. The study highlighted significant cost advantages to continuing to use the existing gas infrastructure with renewable gases, in comparison to approaches which rely primarily on widespread electrification.

The study also highlighted that "the increased demand on the electrical grid if all of Metro Vancouver's natural gas was replaced by electricity would be 34.4 TWh, or 46 percent of province's total electricity generation (based on electricity supplied in 2018)". Furthermore, the electricity anticipated from Site C "can only supply 5.1 TWh of that new demand, leaving a shortfall of 29.3 TWh". Clearly, widespread electrification of Metro Vancouver is not feasible.

This lack of electrical capacity and the importance of the gas system is supported by research from the University of British Columbia and Simon Fraser University, which have also indicated that there will be insufficient electrical capacity to meet increasing electricity demand:

- Research from the University of British Columbia titled, [Clean Energy Pathways to Meet British Columbia's Decarbonization Targets](#) concluded that "even with Site C and radical demand reduction, about 60 Petajoules (PJ) of additional supply will be needed to meet the 2030 target, and 160 PJ [equivalent of almost 9 additional Site C Dams] for carbon neutrality in 2050." The report also indicated that "there is no single 'silver bullet' renewable energy source to meet BC's GHG mitigation targets: it is essential to utilize all the available bioenergy and renewable electricity resources and promote a balanced renewable energy portfolio".
- Research from Simon Fraser University concluded that "[British Columbia would need roughly 20-30 Site C dams to move BC away from fossil fuels entirely](#)".

The findings from this research reinforces that provincial policy should support a carbon abatement pathway that harnesses the strengths of both the gas and electric systems. The risks of inequities and other unintended consequences of adopting a decarbonization approach that does not recognize the need for coordination between gas and electric systems was also recently highlighted by the International Energy Agency (IEA) in its World Energy Outlook 2022 Report:

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<sup>5</sup> Policy Options: [B.C. will need a mix of direct electrification and renewable natural gas \(irpp.org\)](#)

*“Without a well-coordinated approach to the provision of power, gases and heat, the different networks are unlikely to evolve in a harmonious way. For example, there is a distinct possibility of gas infrastructure suffering “death by a thousand cuts” as individual consumers migrate to using electricity. Those making the move are likely to be better-off households in a position to make the upfront investment in electrified heating systems. This could in turn have distributional implications as poorer consumers, along with some industries, would continue to rely on existing infrastructure and, under existing tariff structures, would need to shoulder a higher share of its fixed costs. To avoid these kinds of outcomes, there is a need for early and co-operative resource planning among electric and gas utilities and network operators, mediated by governments to ensure that the outcomes are consistent with rapid, secure transitions that minimize costs to consumers. This kind of ongoing dialogue, informed by changing technology and deployment trends, can contribute to developing a coherent vision of where gas networks have long-term viability (and where they need to be decommissioned), and how gas and electricity grids can work together to contribute to rapid reductions in emissions.”*

We agree with the IEA that coordination is critical to success, including “early and cooperative resource planning.” This underscores the importance of provincial, municipal and regional climate and energy policy alignment throughout B.C.

### **Continued collaboration**

The energy landscape is a complicated and evolving subject that will require extensive coordination and alignment to implement long-lasting positive impacts.

As the Province is currently developing and implementing several different regulations and policies to support its commitments within the CleanBC Roadmap to 2030, it is imperative that there is local, regional, and provincial alignment in policies for optimal outcomes.

Together with government, industry, and local communities, we’re leading the way on delivering a range of solutions to help transform BC’s energy future. By increasing our supply of renewable and low-carbon gases to expanding access to innovative technology, we’re working hard to create a cleaner future for all British Columbians.