

1. April 26, 2021 Council Agenda And Correspondence

Documents:

[APRIL 26, 2021 AGENDA.PDF](#)

[APRIL 26, 2021 CORRESPONDENCE.PDF](#)

1.1. April 26, 2021 Late Items 12.2,.3,.4

Documents:

[APRIL 26, 2021 LATE ITEMS 12.2,.3,.4.PDF](#)



AGENDA

City of Salmon Arm Regular Council Meeting

Monday, April 26, 2021
1:00 p.m.

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

| Page # | Item # | Description |
|--|--------|--|
| | 1. | CALL TO ORDER |
| 1 - 2 | 2. | IN-CAMERA SESSION |
| | 3. | ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <i>We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.</i> |
| | 4. | ADOPTION OF AGENDA |
| | 5. | DISCLOSURE OF INTEREST |
| 3 - 18 | 6. | CONFIRMATION OF MINUTES 1. Regular Council Meeting Minutes of April 12, 2021 |
| 19 - 24 25 - 50 | 7. | COMMITTEE REPORTS 1. Social Impact Advisory Committee Meeting Minutes of April 16, 2021 2. Greenways Liaison Committee Meeting Minutes of April 1, 2021 |
| 51 - 58 | 8. | COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE 1. Board in Brief - April 2021 |
| 59 - 62 63 - 72 73 - 76 77 - 80 | 9. | STAFF REPORTS 1. Director of Engineering and Public Works - 2021 Gravel Crushing Program Award 2. Chief Financial Officer - Uncollectible Accounts Receivable - Penalties and Interest, Shuswap Lake Vacations Inc. (SLVI) 3. Director of Engineering and Public Works - Zone 5 Booster Station - Design & Tender Services Award 4. Director of Engineering and Public Works - BC Hydro Street Light Inventory - LED Conversion Update |

- 81 – 82 5. Director of Engineering and Public Works – Spare Floc Mixer – Water Plan
- 83 – 86 6. Director of Engineering and Public Works – Purchase Recommendation for Replacement of Unit #32 – 4X4 Dump/Snow/Plow Truck
- 87 – 92 7. Director of Engineering and Public Works – Lakeshore Road Stabilization – Option Selection
- 93 – 96 8. Manager of Permits & Licensing – R. J. Haney Heritage Village & Museum – Patron Participation Entertainment Endorsement
- 97 - 100 9. Director of Corporate Services – Visitor Services Van Purchase

10. INTRODUCTION OF BYLAWS

11. RECONSIDERATION OF BYLAWS

- 101 - 118 1. 2020 Final Budget
 - a. City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4446 – Final Reading
 - b. City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4442 – Final Reading
 - c. City of Salmon Arm Police Vehicle Replacement Reserve Fund Expenditure Bylaw No. 4443 – Final Reading
 - d. City of Salmon Arm Fire Department Building/Equipment Reserve Fund Expenditure Bylaw No. 4444 – Final Reading
 - e. City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4445 – Final Reading
- 119 - 130 2. 2021 Final Budget
 - a. City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4456 – Final Reading
 - b. City of Salmon Arm 2021 Annual Rate of Taxation Bylaw No. 4457 – Final Reading

12. CORRESPONDENCE

- 131 - 132 1. Informational Correspondence

13. NEW BUSINESS

14. PRESENTATIONS/ DELEGATIONS

- 133 - 134 1. Presentation 4:00 to 4:30 p.m. (approximately)
Lana Fitt, Manager, Salmon Arm Economic Development Society – SAEDS 2020 Year in Review and 5 Year Action Plan

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS
20. QUESTION AND ANSWER PERIOD

7:00 p.m.

| Page # | Item # | Description |
|-----------|--------|--|
| | 21. | DISCLOSURE OF INTEREST |
| | 22. | HEARINGS |
| | 23. | STATUTORY PUBLIC HEARINGS |
| 135 - 144 | 1. | Zoning Amendment Application No. ZON-1201 [Shott, B.; 830 30 Street SE; R-1 to R-8] |
| 145 - 152 | 2. | Zoning Amendment Application No. ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8] |
| | 24. | RECONSIDERATION OF BYLAWS |
| 153 - 156 | 1. | City of Salmon Arm Zoning Amendment Bylaw No. 4447 [ZON-1201; Shott, B.; 830 30 Street SE; R-1 to R-8] – Third Reading |
| 157 - 160 | 2. | City of Salmon Arm Zoning Amendment Bylaw No. 4448 [ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8] – Third Reading |
| | 25. | QUESTION AND ANSWER PERIOD |
| 161 - 162 | 26. | ADJOURNMENT |

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Item 2.

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor Eliason

Seconded: Councillor Lavery

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

Vote Record

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

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

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Item 6.1

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting Minutes of April 12, 2021, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held by electronic means as authorized by Ministerial Order M192, at 1:30 p.m. and reconvened at 2:30 p.m. on Monday, April 12, 2021.

PRESENT:

Mayor A. Harrison (participated remotely)
 Councillor D. Cannon (participated remotely)
 Councillor K. Flynn (participated remotely)
 Councillor T. Lavery (participated remotely)
 Councillor S. Lindgren (participated remotely) (entered the meeting at 2:32 p.m.)
 Councillor L. Wallace Richmond (participated remotely)

Chief Administrative Officer C. Bannister (participated remotely)
 Director of Corporate Services E. Jackson (participated remotely)
 Director of Development Services K. Pearson (participated remotely)
 Chief Financial Officer C. Van de Cappelle (participated remotely)
 City Engineer J. Wilson (participated remotely)
 Fire Chief B. Shirley (participated remotely)
 Recorder B. Puddifant (participated remotely)

ABSENT:

Councillor C. Eliason

1. CALL TO ORDER

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

2. IN-CAMERA SESSION

0191-2021

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

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:30 p.m.

Council returned to Regular Session at 2:26 p.m.

Council recessed until 2:30 p.m.

3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

4. REVIEW OF AGENDA

Addition under item 25.1 M. and G. Krukowski – letter and petition dated April 6, 2011 – Walkway Proposal Alongside Lakeshore Drive, Salmon Arm.

5. DISCLOSURE OF INTEREST

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of March 22, 2021

0192-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Regular Council Meeting Minutes of March 22, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

Councillor Lindgren entered the meeting at 2:32 p.m.

7. COMMITTEE REPORTS

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

0193-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of April 6, 2021 be received as information.

CARRIED UNANIMOUSLY

2. Agricultural Advisory Committee Meeting Minutes of March 10, 2021

0194-2021

Moved: Councillor Lavery

Seconded: Councillor Flynn

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

CARRIED UNANIMOUSLY

3. Active Transportation Task Force Meeting Minutes of April 6, 2021

0195-2021

Moved: Councillor Lavery

Seconded: Mayor Harrison

THAT: the Active Transportation Task Force Meeting Minutes of April 6, 2021, be received as information.

CARRIED UNANIMOUSLY

4. Shuswap Regional Airport Operations Committee Meeting Minutes of March 17, 2021

0196-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Shuswap Regional Airport Operations Committee Meeting Minutes of March 17, 2021, be received as information.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS - continued5. Environmental Advisory Committee Meeting Minutes of March 19, 2021

0197-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the Environmental Advisory Committee Meeting Minutes of March 19, 2021, be received as information.

CARRIED UNANIMOUSLY6. Social Impact Advisory Committee Meeting Minutes of March 19, 2021

0198-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of March 19, 2021, be received as information.

CARRIED UNANIMOUSLY8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE1. Board in Brief - March 2021

Received for information.

14. PRESENTATIONS1. A. Spencer, BDO Canada LLP - 2020 Audited Financial Statements

A. Spencer, BDO Canada LLP provided an overview of the 2020 Audited Financial Statements. She was available to answer questions from Council.

9. STAFF REPORTS1. Chief Financial Officer - 2020 Financial Statements

0199-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: the Financial Statements for the year ended December 31, 2020 be adopted as presented.

CARRIED UNANIMOUSLY2. Chief Financial Officer - 2020 Yearend Surplus - For Information

Received for information.

3. Chief Financial Officer - 2021 Assessments/New Construction - For Information

Received for information.

10. INTRODUCTION OF BYLAWS**1. 2020 Final Budget**

- a. City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4446 – First, Second and Third Readings
- b. City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4442 – First, Second and Third Readings
- c. City of Salmon Arm Police Vehicle Replacement Reserve Fund Expenditure Bylaw No. 4443 – First, Second and Third Readings
- d. City of Salmon Arm Fire Department Building/Equipment Reserve Fund Expenditure Bylaw No. 4444 – First, Second and Third Readings
- e. City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4445 – First, Second and Third Readings

0200-2021

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4446 be read a first, second and third time;

AND THAT: the bylaw entitled City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4442 be read a first, second and third time;

AND THAT: the bylaw entitled City of Salmon Arm Police Vehicle Replacement Reserve Fund Expenditure Bylaw No. 4443 be read a first, second and third time;

AND THAT: the bylaw entitled City of Salmon Arm Fire Department Building/Equipment Reserve Fund Expenditure Bylaw No. 4444 be read a first, second and third time;

AND FURTHER THAT: the bylaw entitled City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4445 be read a first, second and third time.

CARRIED UNANIMOUSLY

2. 2021 Budget

- a. City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4456 – First, Second and Third Readings
- b. City of Salmon Arm 2021 Annual Rate of Taxation Bylaw No. 4457 – First, Second and Third Readings

0201-2021

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4456 be read a first, second and third time;

AND THAT: the bylaw entitled City of Salmon Arm 2021 Annual Rate of Taxation Bylaw No. 4457 be read a first, second and third time.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued4. Director of Corporate Services – Marina Lease, Sub-Lease and Operation Extension

0202-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Mayor and Corporate Officer be authorized to execute an extension of the Marina Lease, Sub-Lease and Operation Agreement with Sea Dog Rentals Inc. to September 30, 2021, subject to approval by the Ministry of Forest, Lands and Natural Resource Operations and Community Charter advertising requirements.

CARRIED UNANIMOUSLY

5. Director of Engineering and Public Works – Award of Parkhill Reservoir PLC Upgrade and Spare PLC

0203-2021

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: the project identified in the 2021 Budget as the WTP (Shuswap Lake) – PLC Replacement be renamed to Parkhill Reservoir PLC Replacement;

AND THAT: Council award the supply, installation, programming and spare PLC as related to the Parkhill Reservoir PLC Replacement project to Centrix Control Solutions as per their quotes;

- Supply, installation and programming of the Parkhill Reservoir PLC - \$13,900.00 plus taxes as applicable, and
- Spare Modicon M580 PLC - \$21,100.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the supply, installation, programming and spare PLC as related to the Parkhill Reservoir PLC project and to authorize sole sourcing of same to Centrix Control Solutions.

CARRIED UNANIMOUSLY

6. Director of Engineering and Public Works – Award of WIN 911 Scada Upgrades

0204-2021

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan be amended to reflect funding for SCADA Upgrades (WIN-911) in both the Water and Sewer departmental budgets as follows:

- Water – SCADA Upgrades (WIN-911) - \$10,000.00, funded from the Water Future Expenditure Reserve; and
- Sewer – SCADA Upgrades (WIN-911) - \$10,000.00, funded from the Sewer Future Expenditure Reserve;

9. STAFF REPORTS – continued

6. Director of Engineering and Public Works – Award of WIN 911 Scada Upgrades – continued

AND THAT: Council award the SCADA (WIN-911) project to Centrix Control Solutions in accordance with their quoted price of \$18,920.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the SCADA (WIN-911) works and to authorize sole sourcing of same to Centrix Control Solutions.

CARRIED UNANIMOUSLY

7. Director of Corporate Services – Roles and Responsibilities in Delivering Social Well-Being

0205-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan be amended to reflect funding for a Social Well-Being Work Plan in the amount of \$15,000.00 funded from the Communication Plan Reserve;

AND THAT: Council award the Social Well-Being Work Plan project to Urban Systems in accordance with their quoted price of \$15,000.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the Social Well-Being Work Plan and to authorize sole sourcing of same to Urban Systems.

CARRIED UNANIMOUSLY

8. Director of Engineering and Public Works – Purchase Recommendation for Replacement of Unit #72 Utility Service Truck

0206-2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: Council approve the purchase for the replacement of Unit #72 – Utility Service Truck, from Braby Motors Ltd. For the quoted amount of \$114,662.00 plus taxes as applicable.

CARRIED UNANIMOUSLY

9. Director of Engineering and Public Works – Asset Management Policy, Framework and Roadmap Award of Consulting Work

0207-2021

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect grant funding to be received as a result of a successful application under the FCM Municipal Asset Management Program and to reallocate the City's proportionate share of the Asset Management Program project costs as follows:

9. STAFF REPORTS – continued9. Director of Engineering and Public Works – Asset Management Policy, Framework and Roadmap Award of Consulting Work – continued

- Municipal Asset Management Program (FCM) Grant - \$40,000.00 (increase);
- Asset Management Program - \$50,000.00 (increase); and
- Asset Management - \$10,000.00 (decrease);

AND THAT: Council approve the award for Consulting Services for the Asset Management Policy, Framework and Roadmap project, to IC Infrastructure Corp. for a total quoted price of \$50,000.00 plus taxes as applicable;

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of Consulting Services related to Project No's. 2021-37 to authorize sole sourcing of same to IC Infrastructure Corp.

CARRIED UNANIMOUSLY

10. Fire Chief – 2021 Community Resiliency Investment – Endorsement Request

0208-2021

Moved: Councillor Lindgren

Seconded: Councillor Lavery

THAT: Council authorize the use of the Paid on Call Fire Fighters to provide Fire Smart Training as budgeted under the City of Salmon Arm's 2021 approved Community Resiliency Investment Grant;

AND THAT: Council authorize the City of Salmon Arm Fire Department to proceed with the Regional Advertising Partnership and advance the necessary funding up to \$6,000.00 subject to budget confirmation by UBCM/Province of BC;

AND THAT: the expenditures related to the Paid on Call Fire Fighters and the Regional Advertising Partnership are not to exceed the sum of \$15,000.00.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS – continued3. City of Salmon Arm Zoning Amendment Bylaw No. 4447 [ZON-1201; Shott, B.; 830 30 Street SE; R-1 to R-8] – First and Second Readings

0209-2021

Moved: Councillor Cannon

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4447 be read a first and second time;

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

- 1) Submission of a Building Permit application showing that the proposed detached suite in the existing detached garage conforms to BC Building Code requirements; and

10. INTRODUCTION OF BYLAWS – continued

3. City of Salmon Arm Zoning Amendment Bylaw No. 4447 [ZON-1201; Shott, B.; 830 30 Street SE; R-1 to R-8] – First and Second Readings – continued

- 2) Approval and issuance of a Development Variance Permit for the east setback of the proposed detached suite.

CARRIED UNANIMOUSLY

4. City of Salmon Arm Zoning Amendment Bylaw No. 4448 [ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8] – First and Second Readings

0210-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4448 be read a first and second time;

AND THAT: final reading of the Bylaw be withheld subject to confirmation that the proposed secondary suite meets Zoning Bylaw and BC Building Code requirements.

CARRIED UNANIMOUSLY

5. City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433 [OCP4000-45; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; SRV to HC] – First Reading

0211-2021

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Official Community Plan Amendment Bylaw No. 4433 be read a first time;

AND THAT: Second Reading of the Bylaw be withheld subject to confirmation from the BC Archeological Branch that any conditions pursuant to the *Heritage Conservation Act* are satisfied.

CARRIED UNANIMOUSLY

6. City of Salmon Arm Zoning Amendment Bylaw No.4434 [ZON-1197; Westgate Building Ltd./1028699 BC/Laird, B.; 2090 10 Avenue SW; A-1 to C-3] – First Reading

0212-2021

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No.4434 be read first time;

AND THAT: final reading be withheld subject to:

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

CARRIED UNANIMOUSLY

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4454 - Final Reading

0213-2021

Moved: Councillor Lavery
 Seconded: Councillor Lindgren
 THAT: the bylaw entitled City of Salmon Arm Fire Prevention and Fire Department Amendment Bylaw No. 4454 be read a final time.

CARRIED UNANIMOUSLY14. PRESENTATIONS - continued

2. Staff Sergeant West, Salmon Arm RCMP Detachment - Quarterly Policing Report January to March 2021

Staff Sergeant West, Salmon Arm RCMP Detachment provided an overview of the Quarterly Policing Report January to March 2021. He was available to answer questions from Council.

12. CORRESPONDENCE

1. Informational Correspondence

6. D. Butler, Ride Don't Hide Coordinator, Canadian Mental Health Association (CMHA) - Shuswap Revelstoke - letter dated March 22, 2021 - Ride Don't Hide

0214-2021

Moved: Councillor Lindgren
 Seconded: Councillor Wallace Richmond
 THAT: Council approve the Canadian Mental Health Association (CMHA) - Shuswap Revelstoke to use the parking space at 433 Hudson Avenue to hold a stationary bike relay event for Mental Health Week- May 3 - 7, 2021 from 10:00 am- 3:00 pm, and for the month of June, 2021, Monday to Friday from 10:00 am. To 3:00 p.m. subject to the provision of adequate liability insurance and in accordance with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

7. M J Berezan, President, Rotary Club of Salmon Arm - Shuswap - letter dated April 1, 2021 - Planting Trees at Canoe Beach Park

0215-2021

Moved: Councillor Flynn
 Seconded: Councillor Cannon
 THAT: Council authorize the Rotary Club of Salmon Arm - Shuswap to plant trees at Canoe Beach Park, subject to coordination with City of Salmon Arm staff and in accordance with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE - continued**1. Informational Correspondence - continued**

8. C. Giesbrecht, President, Salmon Arm Minor Baseball Association - letter dated April 4, 2021 - Salmon Arm Minor Baseballs Klahani Baseball Fields Clean Up Day

0216-2021

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council approve Salmon Arm Minor Baseball Association to hold a Klahani Baseball Field Cleanup on April 17, 2021, subject to the provision of adequate liability insurance and in accordance with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

9. M. Brock, Girl Guides of Canada - Salmon Arm - email dated April 5, 2021 - Klahani Park Request

0217-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lindgren

THAT: Council approve the Girl Guides of Canada - Salmon Arm to use Klahani Park on April 17, 2021, subject to the provision of adequate liability insurance and in accordance with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

3. J. Giesbrecht - email dated March 18, 2021 - Speeding on 30th Street NE

0218-2021

Moved: Councillor Lindgren

Seconded: Councillor Wallace Richmond

THAT: Council refer J. Giesbrecht's email to the Traffic & Safety Committee.

CARRIED UNANIMOUSLY

4. J. Zorn - email dated April 8, 2021 - Highway crossing 10th Ave and 97b

0219-2021

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council authorize Mayor Harrison to contact the Ministry of Transportation & Infrastructure regarding safety improvements at the intersection of 10 Avenue SE and Highway 97B.

CARRIED UNANIMOUSLY**13. NEW BUSINESS****15. COUNCIL STATEMENTS**

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

19. OTHER BUSINESS

1. K. Pearson, Director of Development Services – The City’s Street/Sidewalk Patio Policy

0220-2021 Moved: Councillor Cannon
Seconded: Councillor Flynn
THAT: the start date for sidewalk/boulevard patios in 2021 be April 6, 2021.

CARRIED UNANIMOUSLY

20. QUESTION AND ANSWER PERIOD

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

2. IN-CAMERA SESSION – continued

0221-2021 Moved: Councillor Lavery
Seconded: Councillor Wallace Richmond
THAT: pursuant to Section 90(1) of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 5:00 p.m.
Council returned to Regular Session at 5:47 p.m.
The Meeting recessed until 7:00 p.m.

PRESENT:

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

Chief Administrative Officer C. Bannister (participated remotely)
Director of Corporate Services E. Jackson (participated remotely)
Director of Engineering & Public Works – R. Niewenhuizen (participated remotely)
Director of Development Services K. Pearson (participated remotely)
City Engineer J. Wilson (participated remotely)
Recorder B. Puddifant (participated remotely)

ABSENT:

Councillor C. Eliason

21. DISCLOSURE OF INTEREST**3. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY - continued**

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."

22. HEARINGS**1. Development Variance Permit Application No. VP-529 [Beadle, D.; 981 2 Avenue SE; Setback requirements]**

0222-2021

Moved: Councillor Lavery

Seconded: Councillor Lindgren

THAT: Development Variance Permit No. VP-529 be authorized for issuance for Lot 16, Section 14, Township 20, Range 10, W6M, KDYD, Plan 16762, adoption of which will vary Zoning Bylaw No. 2303 as follows:

- a) Section 6.10.2 - Exterior Side Parcel Line Setback reduction from 6.0 m to 2.3 m to accommodate an addition of a roof over an existing side entrance to the principle building, as shown on Schedule A of the Staff Report dated March 23, 2021.

Submissions were called for at this time.

D. Beadle, the applicant, outlined the application and was available to answer questions from the Council.

Following three calls for submissions and questions from Council, the Hearing was closed at 7:05 p.m. and the Motion was:

CARRIED UNANIMOUSLY

23. STATUTORY PUBLIC HEARINGS**24. RECONSIDERATION OF BYLAWS****25. PUBLIC INPUT SESSION****1. Lakeshore Road Stabilization - Public Consultation Consolidated Results**

M. and G. Krukowski - letter and petition dated April 6, 2011 - Walkway Proposal Alongside Lakeshore Drive, Salmon Arm.

25. PUBLIC INPUT SESSION - continued**1. Lakeshore Road Stabilization – Public Consultation Consolidated Results - continued**

R. Fowler spoke regarding the difficulty in obtaining public input during the COVID-19 pandemic and expressed concerns with traffic volume, lack of a sidewalk and the need for traffic calming measures. Option 1 would make the road more pedestrian friendly.

W. Browne suggested that the road be accessible for local traffic only for a period of 1 year creating safer pedestrian access. As an alternative to road closure, she prefers option 2b or option 1.

G. Gomme expressed concerns with budget and long term future road stability. He prefers option 2(b) or option 1.

H. Botry questioned why a one way street could be less safe than a two way street and prefers option 2.

S. & N. Clack expressed concerns with how options 1 and/or 3 would affect the frontage of their property. They would prefer Option 1 or 2 depending on the possible infringement on their property.

E. Stegger inquired about the availability of Federal funding for a multiuse trail.

B. Dennehy questioned why 6th – 9th Street NE is not being considered for remediation as the risk is the same as 20th Avenue NE and Lakeshore Road NE. He suggested restricting Lakeshore Road NE to non-commercial trucks and to use speed calming measures with the addition of a pedestrian/cycle path.

E. Dodds expressed concerns with traffic volume on Lakeshore Road and suggests eliminating the right turn onto 20th Avenue to provide modified single lane traffic. Lakeshore Road is too steep to be a viable connector.

E. Murray inquired as to what the plans are for City owned properties shown on the maps and the need for retaining walls and long term permanent solutions. She prefers Option 1.

N. Gomme asked why one way traffic would present the same risk of road failure as a two way street which would have more traffic.

G. Richard spoke regarding the need for a multi-use pathway to safely accommodate pedestrian traffic as well as bicycles, scooters and other motorized mobility aids. He asked if the options included the straightening of the road between 10th and 17th.

H. Botry asked the differences in width between the three options.

E. Dodds inquired as to indications of instability noted by the City.

26. QUESTION AND ANSWER PERIOD

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

G. Richard noted a sunken manhole cover on 16 Street NE.

27. ADJOURNMENT

0xxx-2021

Moved: Councillor Lindgren

Seconded: Councillor Flynn

THAT: the Regular Council Meeting of April 12, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:11 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2021.

MAYOR

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Item 7.1

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Social Impact Advisory Committee Meeting Minutes of April 16, 2021, be received as information.

Vote Record

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

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

CITY OF SALMON ARM

Minutes of the Social Impact Advisory Committee meeting held electronically on Friday, April 16, 2021, at 8:00 a.m.

PRESENT:

| | |
|------------------------------------|--|
| Councillor Louise Wallace Richmond | City of Salmon Arm, Chair |
| Dawn Dunlop | Canadian Mental Health Association |
| June Stewart | Shuswap Children's Association |
| Gudrun Malmqvist | Shuswap Family Centre |
| Jen Gamble | Shuswap Immigrant Services |
| David Parmenter | Interior Health Association-Mental Health |
| Kristy Smith | Okanagan Regional Library |
| Jo-Anne Crawford | Shuswap Association for Community Living (SACL) |
| Paige Hilland | Shuswap Area Family Emergency (SAFE) Society |
| Patricia Thurston | Shuswap Family Centre |
| E. Jackson | City of Salmon Arm, Director of Corporate Services |
| C. Simmons | City of Salmon Arm, Recorder |

ABSENT:

| | |
|--------------|------------------------|
| Kim Sinclair | Aspiral Youth Partners |
|--------------|------------------------|

GUEST:

| | |
|----------------|----------|
| Lorraine Copas | SPARC BC |
| Allie Lynch | SPARC BC |

The meeting was called to order at 8:00 a.m.

1. Introductions

Additions under Section 7. New Business: (c) Anti-racism, (d) Social Development Funding and (e) BC HousingHub Announcement

2. Acknowledgement of Traditional Territory

We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.

3. Presentations**4. Approval of Agenda and Additional Items**

Moved: Gudrun Malmqvist

Seconded: Jo-Anne Crawford

THAT: the Social Impact Advisory Committee Meeting Agenda of April 16, 2021, be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of March 19, 2021 Social Impact Advisory Committee Meeting

Moved: Paige Hilland

Seconded: Dawn Dunlop

THAT: the minutes of the Social Impact Advisory Committee Meeting of March 19, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from minutes**a) SPARC Update**

Lorraine Copas and Allie Lynch provided an update on the project and advised that the timeline has been adjusted to extended Stakeholder and Public Engagement portion of the process however the original completion date remains the same.

b) Situation Table Planning Update

Councillor Wallace Richmond provided an update on the Situation Table Planning.

7. New Business**a) COVID Safe Restart Grants in Aid**

Councillor Wallace Richmond provided an overview of the COVID Safe Restart Grants in Aid and advised that applications will be adjudicated at the end of June.

b) C. Peters – presentation to Council at March 22, 2021 Council Meeting – Human Trafficking

Received for information.

March 22, 2021 Meeting Link: https://www.youtube.com/watch?v=u9rhF_qg5aw
@ presentation takes place at 1:06 of 1:32

c) Anti-racism

Jen Gamble, Shuswap Immigrant Services reported that the society is working on a strategic approach for anti-racism in surrounding communities. This process will identify what the area currently offers and allow the society to seek funding to fill the gaps. She anticipates a year long process beginning in June.

Jen Gamble enquired if the City would be amenable to an Anti-racism bylaw. In addition, she requested Council declare May 23 – 29, 2021 Anti-racism Week in conjunction with the Province.

7. New Business – continued**d) Social Development Funding**

Erin Jackson, City of Salmon Arm Director of Corporate Services reported that the City is in the process of refreshing the Corporate Strategic Plan and has engaged Urban Systems/Urban Matters to help define the roles and responsibilities of the City with regard to social wellbeing. The City is exploring what it means to act as the convener, to connect resources and bring agencies and groups together.

e) BC HousingHub Announcement

Councillor Wallace Richmond reported that the Province is providing an additional \$2 billion in development financing through B.C.'s HousingHub to finance the construction of thousands of new homes for middle income families.

8. Other Business &/or Roundtable Updates

Gudrun Malmqvist reported that the Shuswap Family Centre is working through housing needs of their clients.

Paige Hilland, Shuswap Area Family Emergency (SAFE) Society reported that they received a three year grant for Sexual Assault Services and are working on connecting people in need to the service.

David Parmenter, Interior Health Association-Mental Health has been working on the long term social wellbeing and wellness effects of the COVID 19 with staff.

June Stewart, Shuswap Children's Association reported that there has been an increase in anxiety in children since COVID 19, the proposed School District 83 grade realignment impact to the community and the change in the School Act to permit child care in schools. She requested that a welcome message and invitation for a member of the School District to participate in the SIAC Meetings be sent to the new superintendent.

Dawn Dunlop, Canadian Mental Health Association reported that the new housing development is on track; the Larch building is open, Birch building is scheduled to open in June and Cedar building in the fall of 2021. CMHA will be taking a coordinated approach in relocating residents when the McGuire Lake Lodge closes in the fall.

Jo-Anne Crawford, Shuswap Association for Community Living (SACL) reported that they are struggling with staff leave and recruitments. They have partnered with Lakeside Community Church to offer pre-pandemic service levels.

Kristy Smith, Okanagan Regional Library reported that they continue to offer public internet access, browse and borrow and online zoom programs to limit the length of stays in the library.

8. **Other Business &/or Roundtable Updates - continued**

Patricia Thurston, Shuswap Family Centre reported on the high demand and wait lists for the services, they are assisting in coordinating volunteers for the Community Teaching Garden and continuing to assist their staff in their social wellbeing.

Jen Gamble, Shuswap Immigrant Services reported that the funding for the foreign worker program has been extended, the LINC (Language Instruction for New Canadians Program) is moving to a new classroom and the BC Program Immigrant numbers being 4x the targeted amount.

9. **Next meeting - Friday, May 21, 2021 at 8:00 a.m.**

10. **Adjournment**

Moved: June Stewart

Seconded: Dawn Dunlop

THAT: the Social Impact Advisory Committee Meeting of April 16, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:55 a.m.

Councillor Louise Wallace Richmond, Chair

Minutes received as information by Council at their Regular Meeting of , 2021.

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Item 7.2

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Greenways Liaison Committee Meeting Minutes of April 1, 2021, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the Greenways Liaison Committee (GLC) Meeting held online and in City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, (GoTo Meeting) on Thursday, April 1, 2021 at 3:00 p.m.

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.

PRESENT:

Brian Browning, Shuswap Trail Alliance
 Chris Stromgren, Shuswap Trail Alliance – from 3:45
 Steve Fabro, Citizen at Large
 Joe Johnson, Citizen at Large
 Rob Bickford, Citizen at Large
 Kevin Flynn, Chair

Phil McIntyre-Paul, Shuswap Trail Alliance (non-voting) – to 3:30
 Adrian Bostock, Shuswap Trail Alliance (non-voting) – from 3:15
 Darin Gerow, City of Salmon Arm, Manager of Roads & Parks
 Chris Larson, City of Salmon Arm, Senior Planner, Recorder

Regrets: Anita Ely, Interior Health

The meeting was called to order at 3:01 p.m.

1. **Introductions**
2. **Presentations**
3. **Approval of Agenda and Additional Items**

Moved: Brian Browning

Seconded: Steve Fabro

THAT: the agenda for this Greenways Liaison Committee Meeting of April 1, 2021 be so approved.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of Previous Greenways Liaison Committee Meeting**

Moved: Joe Johnson

Seconded: Brian Browning

THAT: the minutes of the Greenways Liaison Committee Meeting of February 4, 2020 be approved as circulated.

CARRIED UNANIMOUSLY

5. **Old Business /Arising from minutes** **none**

6. New Business

- **Changing Roles at the Shuswap Trail Alliance**

Phil discussed changing roles at the STA. The GLC noted Phil's immeasurable contributions to the GLC and hope this enables more time for him on the trails.

- **Lakeshore Road Slope Stabilization – Future Road Layout Options**

The Lakeshore Road Options Survey was distributed to the GLC. The GLC discussed the options.

Moved: Joe Johnson

Seconded: Steve Fabro

THAT: the Greenways Liaison Committee recommends Council support OPTION 1 – Two-Way With Multi-Use Path, recognizing associated costs and the benefit of a multi-use path.

CARRIED UNANIMOUSLY

- **Park Hill**

Information was presented related to a new illegal trail that had been found, and subsequently rehabilitated by the STA within Park Hill. Wet sections of the Park Hill trail network are to be addressed at a later date.

7. Other Business &/or Updates

- **STA Update - Planning and Projects**

The STA outlined efforts and projects in progress (attached).

- **South Canoe Update**

The parking lot project is intended to continue in 2021, including expansion and moving the washroom. As per the parking lot/trailhead area concepts, a Bike Skills Area has been proposed (attached) including trail/dirt features and wooden/built features. The GLC discussed the concept with general support. Staff suggest that detailed designs including locations be determined for any built features to support risk-management and future maintenance. A new kiosk map was reviewed, with the GLC commenting on its high quality. Dog waste bags have been installed. A re-route of the climb trail separating equestrian use was discussed again, noting it will proceed soon. An update on the CRI project was provided, with an area of beetle-affected trees in the Medford Dam section of the South Canoe treated, however the clean up remains ongoing, well behind the expected timelines.

- **Hillcrest/5-corners trails**

The Hillcrest/5-corners trails have been reviewed by the City's risk management group. The compatible use agreement between the City and BCHydro has recently been renewed. The STA has completed a site visit with BCHydro. Construction of these trails is expected to begin immediately, with potential completion by the end of May.

- **McGuire Lake/Downtown 9 Ave Connection**

The GLC discussed the desire for an improved connection potentially along this row, noting it is proposed in the Greenways Strategy. A future site visit was discussed.

- **Active Transportation Task Force**

The ATTF interim report was provided for information.

- **South Canoe Winter Grooming Report**

The detailed report was provided for information. Feedback on this project has been positive.

- **Mt Ida - FLNRO Wildfire Risk Reduction**

The proposal for wildfire risk reduction works adjacent the new cemetery and industrial park on the northeast slopes of Mt Ida was discussed. Unsanctioned trails were noted in this area. More information may be forthcoming. Wildfire risk reduction work around Syphon Creek is also expected in the near future.

8. **Next meeting – To be determined: Thursday, May 27 or June 3, 2021, 3 pm**

Moved: Steve Fabro

Seconded: Brian Browning

THAT: the Greenways Liaison Committee Meeting of April 1, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:10 p.m.

Endorsed by Meeting Chair

Received for information by Council on _____, 2021

Attachment – STA Updates

Attachment – South Canoe Skills Area Proposals

City of Salmon Arm: Greenways Project Summary 2020/21

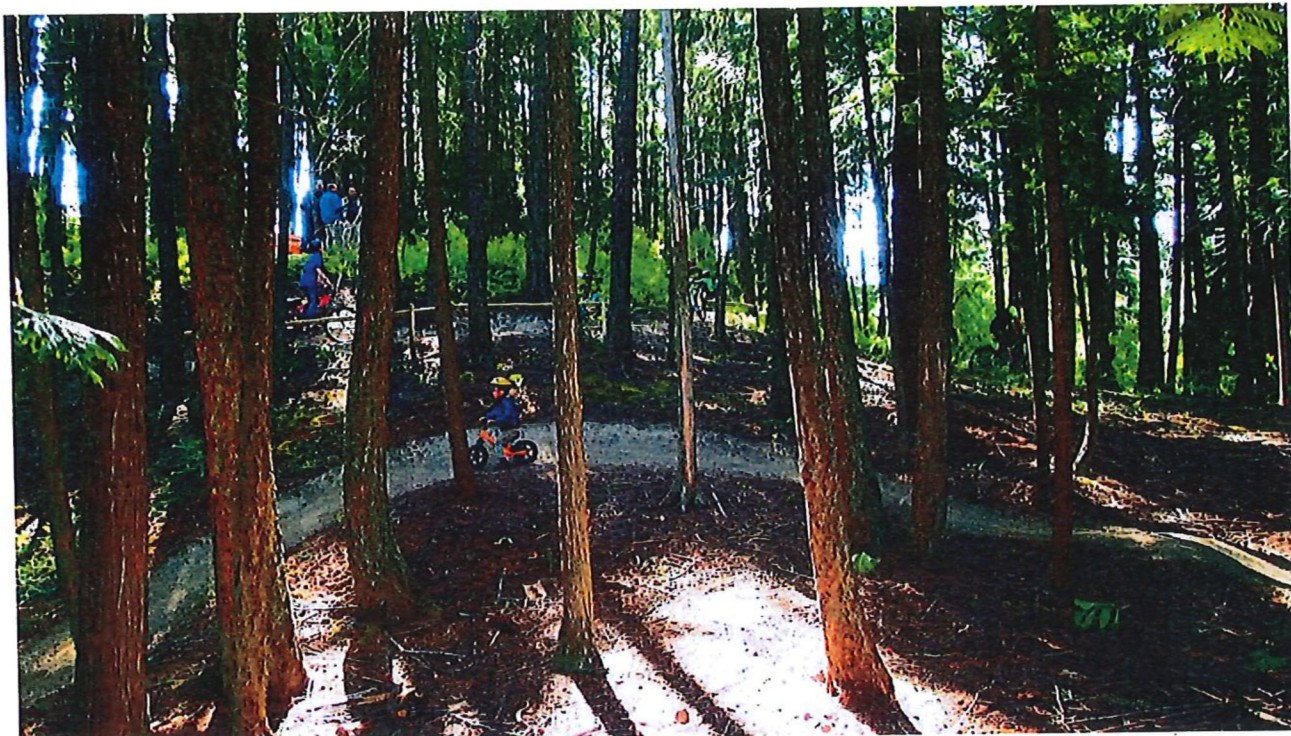
UPDATED: March 31, 2021 (JB)



Projects of significance within and/or directly accessible to Salmon Arm residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

| Pending City of Salmon Arm Greenways Projects: 2021 | | Partner Funding | STA Funded | In-Kind | Status | | New m | Fix m | Maintain m | Plan m | Signs # |
|---|--|-----------------|------------|---------|--------------|---|-------|-------|------------|--------|---------|
| 2165 | Salmon Arm - Active Transportation Task Force | | | | in progress | City SA | | | | | |
| 1530 | Salmon Arm - Bike (& School) Connectors Plan | \$2,058.95 | | | in progress | City SA PO#40218 | | | | | |
| 2137 | Salmon Arm - Foreshore (Raven) Trail - Monitoring 2020 | \$2,200.00 | | | in progress | City SA/Advisory/Nature Trust/MFLNRO/SABNES | | | | | |
| | Salmon Arm - Foreshore Upgrades | | | | to confirm | City SA | | | | | |
| | Salmon Arm - Hillcrest Heights | \$25,000.00 | | | to confirm | City SA | | | | | |
| 1858 | Salmon Arm - Hillcrest Subdivision Greenways 2018 | \$15,017.69 | | | in progress | City SA PO#46439 | 800 | | | | |
| 2107 | Salmon Arm - Planning (General) 2020 | | | | in progress | City SA | | | | | |
| 2108 | Salmon Arm - Spring Maintenance | \$10,737.65 | | | in progress | City SA | | | | | |
| | Salmon Arm - Townie Loop Sign Project | | | | to confirm | City SA | | | | | ? |
| 2138 | Salmon Arm - West Bay | | | | need funding | ALIB/NIB/SLIB/CSA/IHA/CPR/CSRD/MP/MLA/STA/SCS | | | | | |
| | South Canoe - Skills Park and Greenspace | | | | to confirm | City SA/Co-op/STA | | | | | |
| | South Canoe - Pump Track | | | | pending | CitySA/Rec Sites/SC Advisory partners | | | | | |
| 1956 | South Canoe - Rob Nash Memorial Shelter | \$3,853.69 | | | in progress | City SA/STA/SCF/SC Outdoor School/HNash | | | | | |
| | South Canoe - Summer Students Brushing (CSJ - to be confirmed) | \$6,775.00 | | | to confirm | STA/CSJ | | | | | |
| 2116 | South Canoe Upgrades/Planning/Voly -General 2020 | | | | in progress | CitySA/Rec Sites/SC Advisory partners | | | | | |
| 2057 | Peter Jannink Burdock Removal (Shuswap Naturalist Club) | \$960.30 | | | in progress | Shuswap Naturalist Club | | | | | |
| 2021 Project Total | | \$66,603.28 | \$0.00 | \$0.00 | | | 800 | 0 | 0 | 0 | 0 |
| Combined Value | | \$66,603.28 | | | | | | | | | |

| Additional Pending Projects of Note for Salmon Arm: 2021 | | Partner Funding | STA Funded | In-Kind | Status | Partners | New m | Fix m | Maintain m | Plan m | Signs # |
|--|---|-------------------------------------|------------|------------|--------------|---|-------|-------|------------|--------|---------|
| 2105 | Experience Development: Tourism (General) | Shuswap Tourism/SA MRDT (see below) | | | ongoing | ST/EDS/Operators/TOTA/DestinationBC/STS | | | | | |
| 1741 | Kela7scen (Mt Ida) Planning | | | | need funding | ALIB/SLIB/NIB/Splatin/STS/SORE/MFLNRO/CSRD/SA | | | | | |
| 2139 | LHT - General | | | | in progress | STA/Rec Sites Trails/CitySA/CanoeFP | | | | | |
| 2106 | LHT - Non Winter Advisory & Plan | | | | in progress | STA/Rec Sites Trails/CitySA/CanoeFP | | | | | |
| 2147 | Salmon Arm - Shuswap Trails Website | \$31,800.00 | | | in progress | City SA/MRDT/SCF | | | | | |
| 1846 | Secwepemc Landmarks Concept | BCRDP/STS funding reserve | | | in progress | STS Lakes Division/CSA/ArtsC/ST | | | | | |
| 2058 | Secwepemc Landmarks and Trailhead Signposts (Heritage BC) | \$13,200.00 | | | in progress | Heritage BC/STA | | | | | |
| 2148 | Secwepemc Landmarks Phase 2 | \$126,000.00 | | | | CERIP | | | | | |
| 2120 | Shuswap Regional Trail Strategy Roundtable 2021 | \$152.91 | | \$1,339.32 | in progress | Various/Rec Sites/CSRD/ST/Lks Dm/Fraser Basin/IHA WQ-18-230-079 | | | | | |
| 1948 | Trail Guide Update - Paddle Mini-Guide (Blueways) | \$4,600.00 | | | in progress | MRDT | | | | | |
| 2104 | MRDT - Trail Guide & Website update 2021 | \$3,700.00 | | | in progress | MRDT | | | | | |
| 2118 | MRDT - Trail Signage (en route trail signs) | \$3,800.00 | | | in progress | MRDT | | | | | |
| 2119 | MRDT - Trail Signage (hike/bike icon plates) | \$2,000.00 | | | in progress | MRDT | | | | | |
| 2021 Additional Projects of Note Total | | \$185,252.91 | \$0.00 | \$1,339.32 | | | 0 | 0 | 0 | 0 | 0 |
| Combined Value | | \$186,592.23 | | | | | | | | | |



Mt Tuam Park, Photo STA Staff

South Canoe Skills Park and Greenspace 2021 (DRAFT)

Prepared by: Adrian Bostock
The Shuswap Trail Alliance

Updated Version: 2021 03 01



South Canoe Skills Park and Greenspace 2021

Prepared by: Adrian Bostock
The Shuswap Trail Alliance

Updated Version: 2021 02 23

Purpose: to add to the South Canoe Trail Net work by adding a skills park, 600m of accessible gravel capped trail and Tables.

Background:

South Canoe Trail head is the most visited trail network in the Shuswap. Hikers, Mountain Bikers, Equestrian Runners, Snowshoes, Fat (tired) bikers and XC skiers use the trails in this area. The trails range from easy through to intermediate difficulty for mountain biking. South Canoe draws users from the Shuswap and through out BC and Alberta. South Canoe is the home of the Salty Dog 6 hour Enduro mountain bike race, and the Shuswap Ultra running race and several informal group rides and runs.

Salmon Arm Secondary Mountain Bike Team has been using South Canoe as for 13 years ago. At the team try outs in April 2019 there were 47 athletes vying for a position on the team. Shuswap Middle School and South Canoe Elementary School both have mountain bike teams and/or clubs as well. Salmon Arm Secondary school hosted a Thompson/Okanagan zone league race in April 2019 that attracted 96 competitors. In 2021 the Jackson Mountain /bike Academy formed with the intention of using the South Canoe Trail Network as their home trail network with approval from the City of Salmon Arm and Recreation Sites and Trails BC.

The South Canoe Trails are managed by volunteer trail stewards through a local Advisory under the Shuswap Trail Alliance in partnership with the City of Salmon Arm and the Provincial Recreation Sites and Trails BC. The Advisory includes representation from local resident trail users (hikers/cyclists/ equestrian), Fish & Game Club Members, the Shuswap Trail Alliance, and city staff. The south Canoe Trail Advisory guides maintenance, signage, and trail planning in the area, and acts as a meeting point for interest groups including collaborative planning with local forestry licensees.

South canoe is Established as a Section 56 Recreation authority of the BC Forest and Range Practices Act through Recreation Sites and Trails BC on provincial lands, and the City of Salmon Arm on municipal park lands.

The South Canoe Trailhead is the Southern trail head for the Larch hills Traverse. The Larch Hills Traverse (LHT) is a 40km trail, which is currently comprised of 20km of natural surface (Type 3.) tread, 20km of mixed width forest service road, and gravel surfaces. The Larch Hills Traverse has become an iconic non-motorized trail in the Shuswap and an important tourist attraction for the region. The development of this route has been a joint project including partnerships with many municipal, regional, and stewardship user groups from the City of Salmon Arm, District of Sicamous, Columbia Shuswap and North Okanagan Regional Districts, Recreation Sites and Trails BC, Larch Hills Nordic Society, Forest licensees, and local trail users.

The Larch Hills Traverse Ida View Recreational Trail project is a priority trail identified by the Shuswap Regional Trails Strategy Roundtable and the City of Salmon Arm Greenways Committee.

The LHT is approved by the Provincial Recreational Sites and Trails under Section 57 of the Forest and Range Practices Act. (File # 16660-50, June 5, 2006).

The Ida View Recreational Trail has been approved for development by Provincial Recreational Sites and Trails under Section 57 of the Forest and Range Practices Act (REC204611)

Parking Lot Re Development

In 2019 the City of Salmon Arm started planning to redesign the parking area at the South Canoe trail head for added user capacity and public safety. Out of the user group conciliation for this project came a plan to turn the South Canoe Trail Head into a public park complete with parking for 60 vehicals, greenspace, a gazebo, a skills park including a pump track and a skills development area and a run bike loop, which doubles as an accessible walking trail.

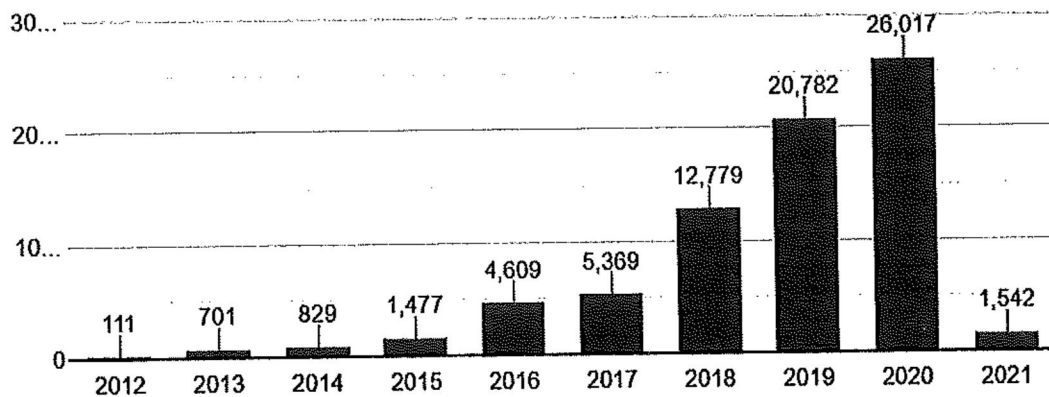
In 2020 the city of Salmon Arm completed phase one of the parking lot redevelopment with involved moving the parking area. The Shuswap Trail Alliance started the run bike loops creating a natural surface tread loop, built a pump track and assisted in moving the trailhead kiosk.

In the spring of 2021 the City of Salmon Arm will continue to add to the trailhead development, adding increases parking, a safety fence along the designated greenspace and commit mowing the meadow with plans to turn this in to grass the future.

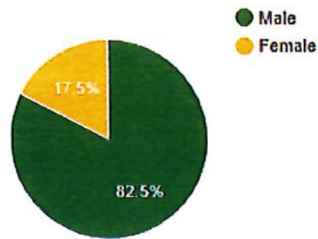
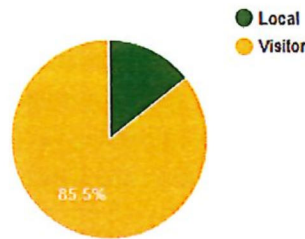
Increased Use

In the last few years, South Canoe has become even more popular, with a dramatic increase in walkers and families. It has also become popular with regional visitors as a trail destination.

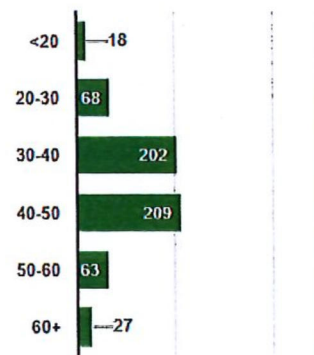
Trail Check-Ins Per Year



Trailforks checkins stats to 2021 02 24

GenderMale: **532**Female: **113****Visitors**Local: **150**Visitor: **888**

*30 km local radius

*User check in stats***Age****Community Benefit of the Skills Park**

South Canoe is home to Salmon Arm Secondary Mountain Bike Team, Shuswap Middle School and South Canoe Elementary School mountain bike teams. Skookum Cycle Hosts Junior Group Rides at South Canoe Each Spring for kids aged 5-12. The junior group rides are held at no charge to participants.

In 2021 the Jackson Mountain /bike Academy formed with the intention of using the South Canoe Trail Network as their home trail network with approval from the City of Salmon Arm and Recreation Sites and Trails BC. Developing the skills park will be part of their curriculum.

The Skills Park will be open to all mountain bike users free of charge.

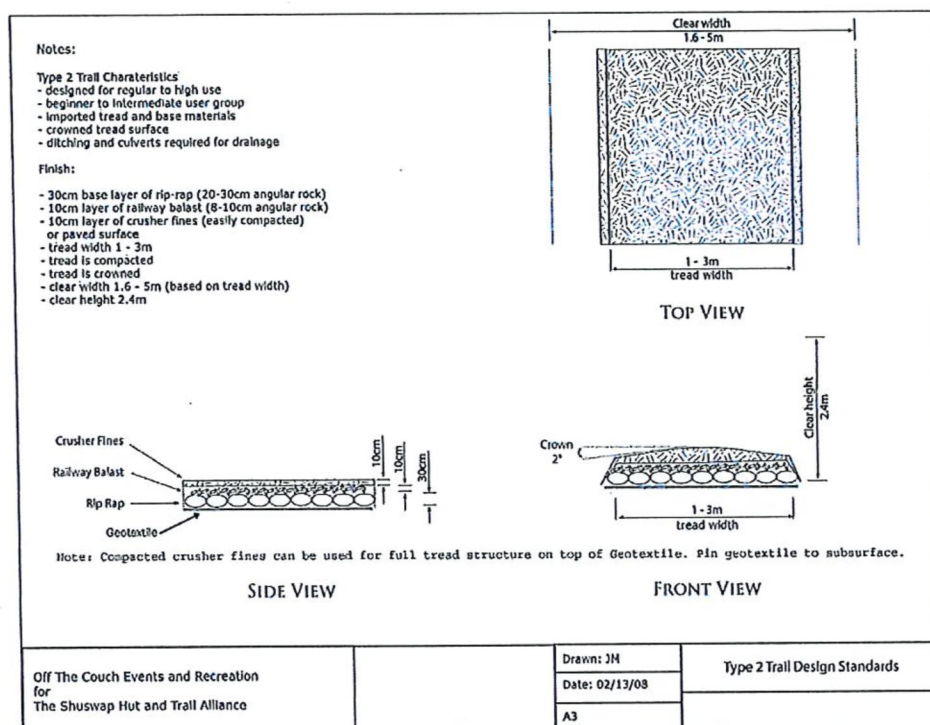
All of these groups would benefit from a skills park at the South Canoe Trailhead as a safe and covenant area to work on mountain biking skills.

Proposed scope of work:

- Capping 600m of accessible trail
- Constructing mountain bike Skills Park consisting of low drops and balance features
- Installing picnic tables in the park greenspace
- Realign lower Flying Nun Trail to reduce through traffic and congestion in the skills park area.

Construction Standards: Type 2 Trail Crush Gravel surface tread.

All work to the Shuswap Trail Design Standards (RSTBC Trail standard 2021, IMBA Trail Standard).



Whistler Trail Standard for Technical Trail Features

Intermediate, More difficult

EXPECTED TECHNICAL TRAIL FEATURES GENERAL

- TTF width to height ratio of 1:2
- Small bridges (flat, wide, low and rollable from section to section)
- Small rollable drops
- Small teeter-totters
- Small jumps
- Medium sized logs

DETAILED

- Embedded trail obstacles: up to 20 cm high
- Elevated bridges: less than 1.8 m (6') high above surface
 - Minimum width of flat decking is one-half the height above surface
 - For connected sections, the bisecting angle between each connected section must be large enough to allow the bicycle to complete transition without requiring any wheel lifting techniques
- Teeter-totter: maximum pivot height, less than 60 cm (2') high above the surface
 - Minimum width of flat decking is one-half the height above surface at pivot point
- Rock or ramp descents not to exceed 45%
 - Drop-offs not exceeding 30 cm high with exit cleared of all obstacles

- Jumps
 - No jumps with consequences for lack of speed (for example, coffin jumps or gap jumps)
 - Table top jumps maximum height 60 cm (2')
 - Jumps maximum height 45 cm (18")

Advanced, Most Difficult

EXPECTED TECHNICAL TRAIL FEATURES GENERAL

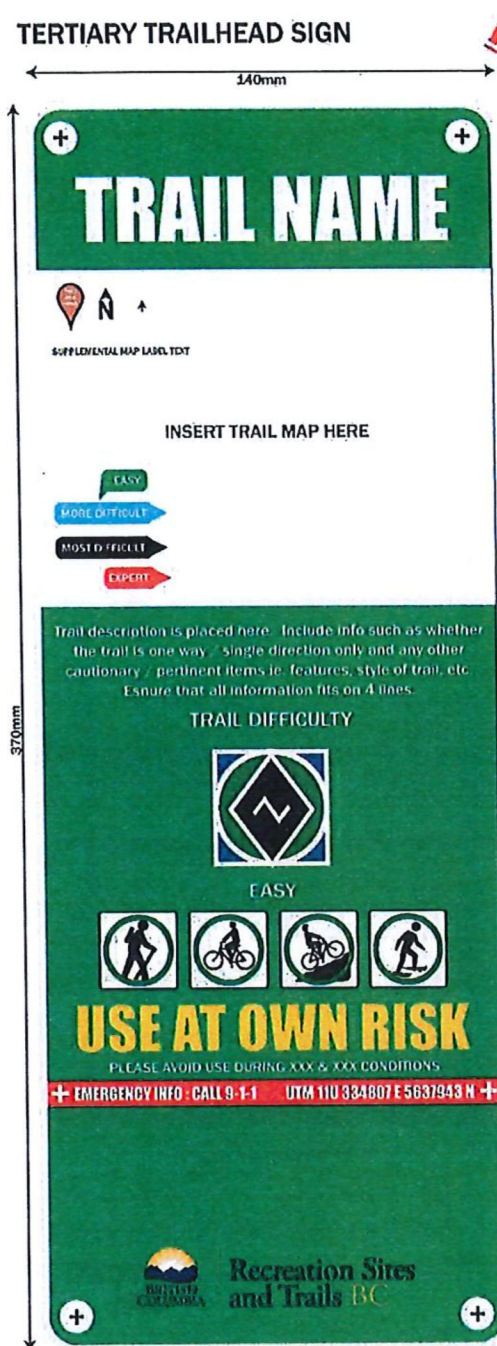
- *TTF width to height ratio of 1:4*
- *Elevated bridges and teeter-totters with maximum deck height*
- *Connected bridges*
- *Mandatory air*
- *Larger jumps*
- *Steep descents with sharp transitions*

DETAILED

- *Elevated bridges: less than 3 m (10') high above surface*
 - *Minimum width of flat decking is one-quarter the height above surface*
- *Teeter-totter: maximum pivot height less than 1.8 m (6') above surface*
 - *Minimum width of flat decking is one-quarter the height above surface at pivot point*
- *Mandatory air less than 1.0 m (3.3') vertical*
- *Rock or ramp descents not to exceed 120%*
- *Jumps*
 - *Table tops, no maximum height*
 - *No gap jumps or rhythm sections*

Signage: (RSTBC Sign Standard 2019)

TERTIARY TRAILHEAD SIGN



DRAFT

Recreation Sites
and Trails BCSIGN BORDER
10pt, CMYK = 1, 1, 1, 0TRAIL NAME
Font = IMPACT, 70pt, CMYK = 0,0,0,0
(Reduce as necessary to fit
complete name on one line)

TRAIL MAP

Orientation - Either orient with North pointing up or with
the map facing the direction of the sign's orientation in
the field with North arrow rotated accordingly.Icons provided on page two include:
"You are Here" icon (required)
Colour coded trail labels (optional)
Supplemental trail labels (optional)Maps may be built in TrailForks or iMapBC and exported
for insertion in this box (136mm x 100mm).
Recommended minimum dpi of map image is 150dpi.
LAT / LONG Coordinates recommended

TRAIL DESCRIPTION

Font = Franklin Gothic Medium, Regular, 14pt,
CMYK = 0,0,0,0
Please replace text on sign with pertinent content.

TRAIL DIFFICULTY RATING

Font = Franklin Gothic Medium, Regular, 18pt,
CMYK = 0,0,0,0Delete unnecessary icons and use icon which correctly
identifies trail's difficulty level based on Whistler Trail
Standards (Page 8 / 9).

Change Rating Text according to icon / rating.

PERMITTED / RESTRICTED USES ICONS

Insert necessary icons for permitted and / or restricted trail
users types in this row. Use white background versions as
provided on Page 2.

USE AT OWN RISK

Font = Impact, 50pt, CMYK = 0, 13, 100, 0
Edit subtitle to highlight any relevant dangerous conditions
DO NOT RESIZE OR CHANGE

EMERGENCY PROCEDURES & LOCATION

TRAIL PARTNER(S) LOGO SPACE

Please use this space to insert the logo of the partner-
ship agreement holder(s).
THIS SPACE IS NOT TO BE USED FOR SPONSORSHIP.
TRAIL SPONSORS ARE TO BE SEPARATE SIGNS.
Sponsorship signs can be installed on same post as
tertiary trailhead sign.

RSTBC LOGO

Mandatory logo - please do not modify, resize, etc.

SIGN BACKGROUND
Green: CMYK = 100, 0, 100, 0

Ensure all corners of sign are rounded ~10mm

PRE-DRILL ALL HOLES (+) AND INSTALL ON 150mm x 150mm (6" x 6") PRESSURE TREATED OR NATURALLY ROT-RESISTANT
LUMBER POST USING ZINC, GALVANIZED OR STAINLESS ROUND HEADED WOOD SCREWS.

Use City of Salmon Arm Logo to replace RSTBC Logo

Consultations/Review:

City's Parks and Rec Master Plan identified this the south Canoe Trail Head for a beginner/intermediate level bike skills park. The Parks and Recreation Master Plan was approved in principle by City Council at the April 22, 2013 Regular Meeting of Council.

The South Canoe Trail Advisory, The Salmon Arm Greenways Committee and City Of Salmon Arm Staff will review this Plan and submitted to Salmon Arm City Council for approval.

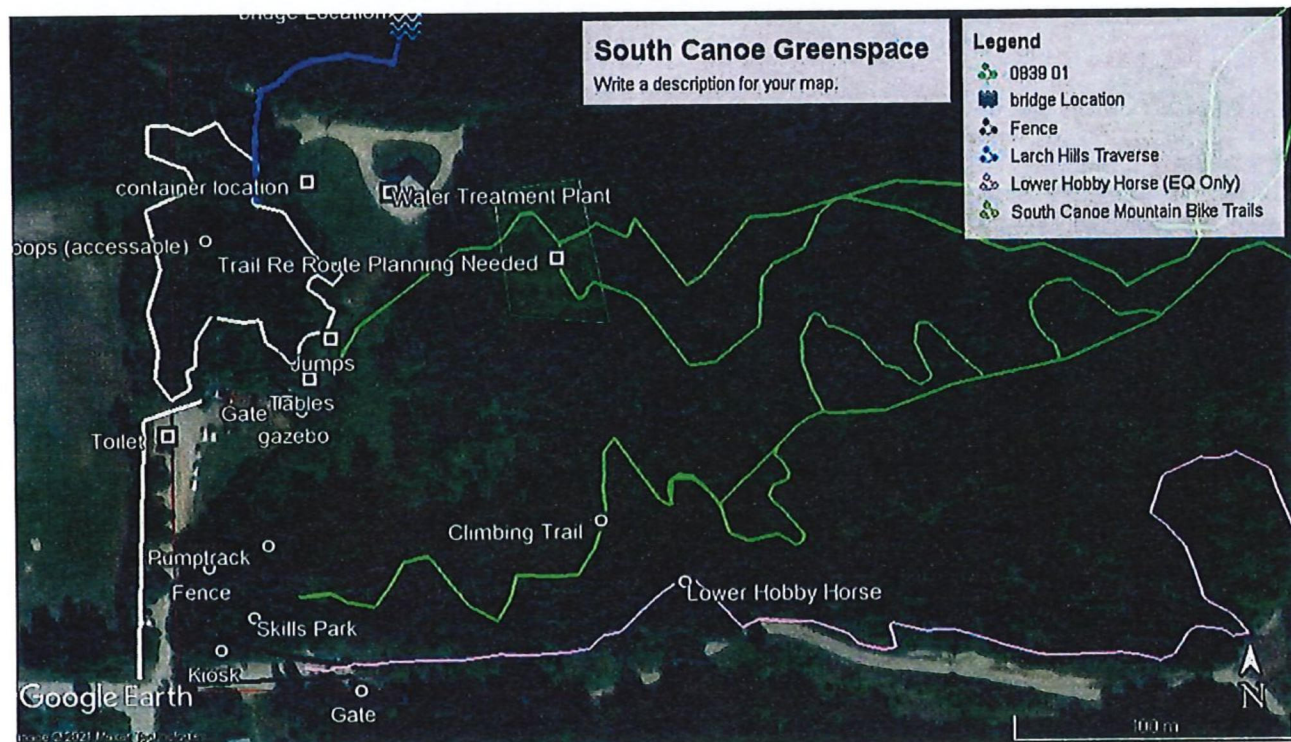
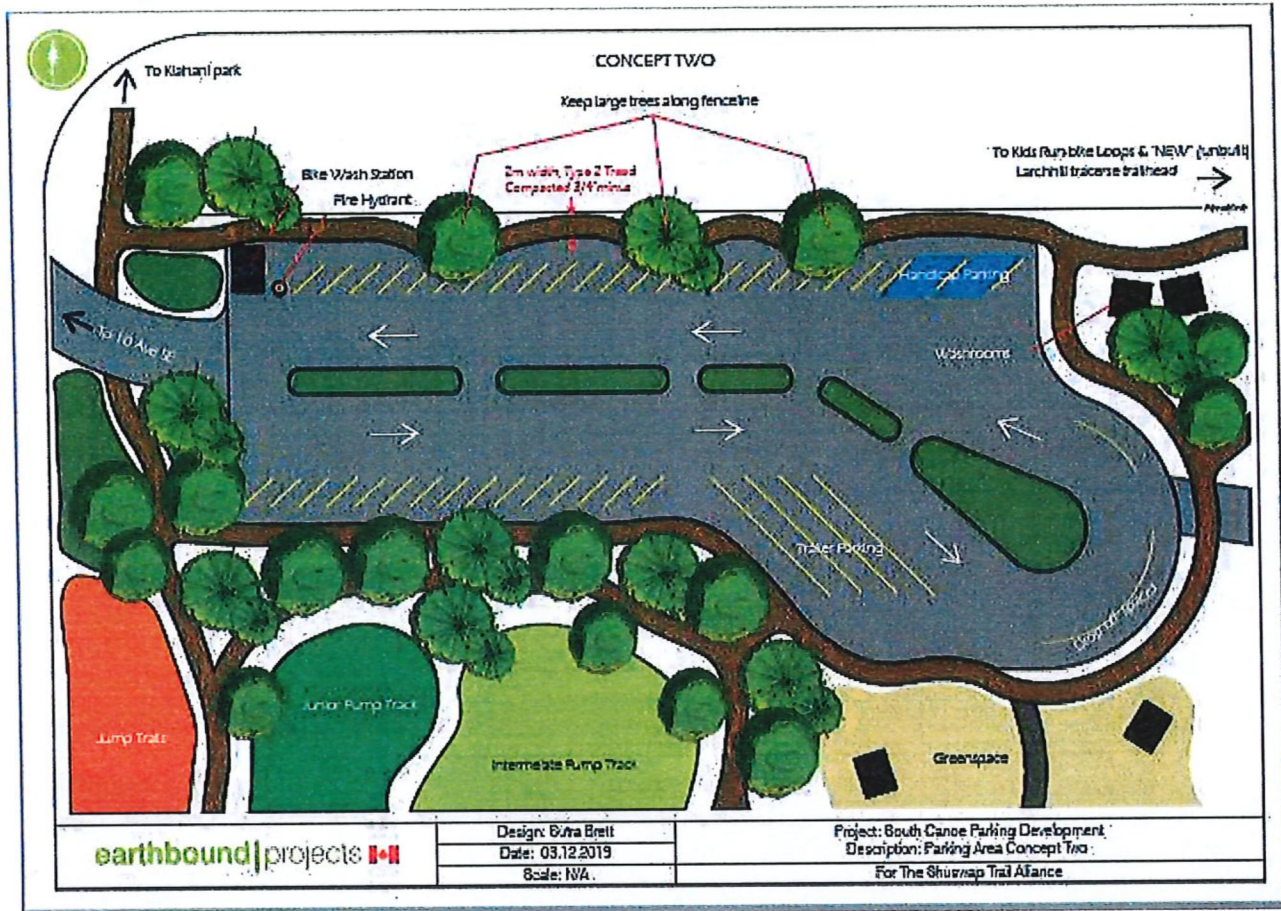
Project Details

| Labour | | | Total Cumulative Hours |
|---------------------------------|-------------------------|---------------|-------------------------------|
| Section Name | Task/Description | metres | |
| Lower Trail Realignment | Tread Constuction | 100 | 32 |
| | Trail Rehabilitation | 600 | 64 |
| | | | 0 |
| Accessible Trail Capping | Capping/Geo | 600 | 384 |
| | | | 0 |
| Skills Park | Wood Features | | 160 |
| | Dirt Features | | 80 |
| | Clearing Debris | | 48 |
| Sign Insall | Installing Signs | | 16 |
| | | | |
| Labour Totals | | | 688 |

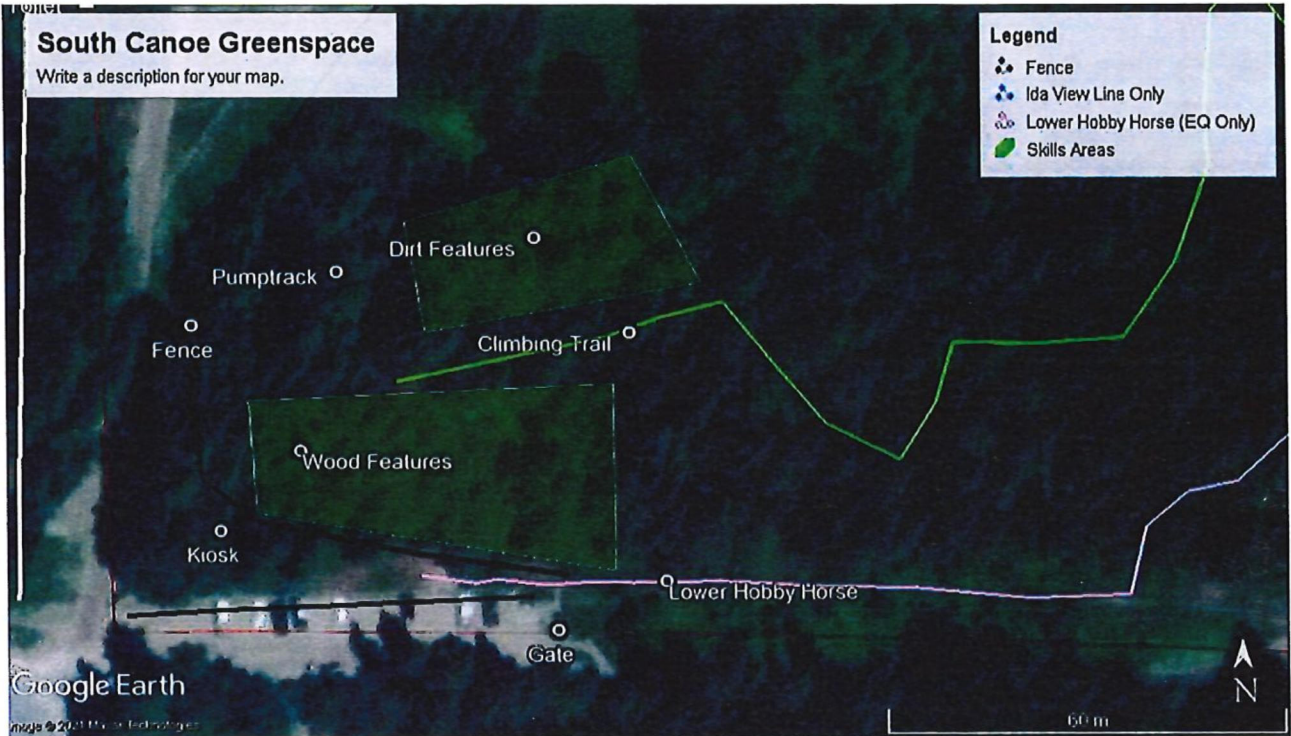
| Materials | | | |
|-------------------------------------|--|---------------|-------------------|
| Section Name (if applicable) | Description | metres | Total Cost |
| Trails | Geo textile - 540 sq ft used @ .15 cents sq ft | 600 | 808.5 |
| | Staples for Geo Text used @ .09 cents each | 600 | 108 |
| | 3 inch rip rap | | 0 |
| | 3/4- crush | 600 | 3872 |
| | | | 0 |
| | treated 6x6 | | 0 |
| Skills Park | Wood Feature | | 10000 |
| | Clay Loam | | 3600 |
| Materials Totals | | | 18388.5 |

| Additional Contracts | | | |
|-------------------------------------|------------------------|---------------|-------------------|
| Section Name (if applicable) | Description | metres | Total Cost |
| City of Salmon Arm | Parking Lot Extention | | 50000 |
| | Moving Toilet | | |
| | Pole Rail Fence | | |
| Gazebo | Material | | 10000 |
| | Labour | | 6000 |
| | wood milling | | 1400 |
| | Design and Engeneering | | 1783.54 |
| Equipment Totals | | | 69183.54 |

Concept Details



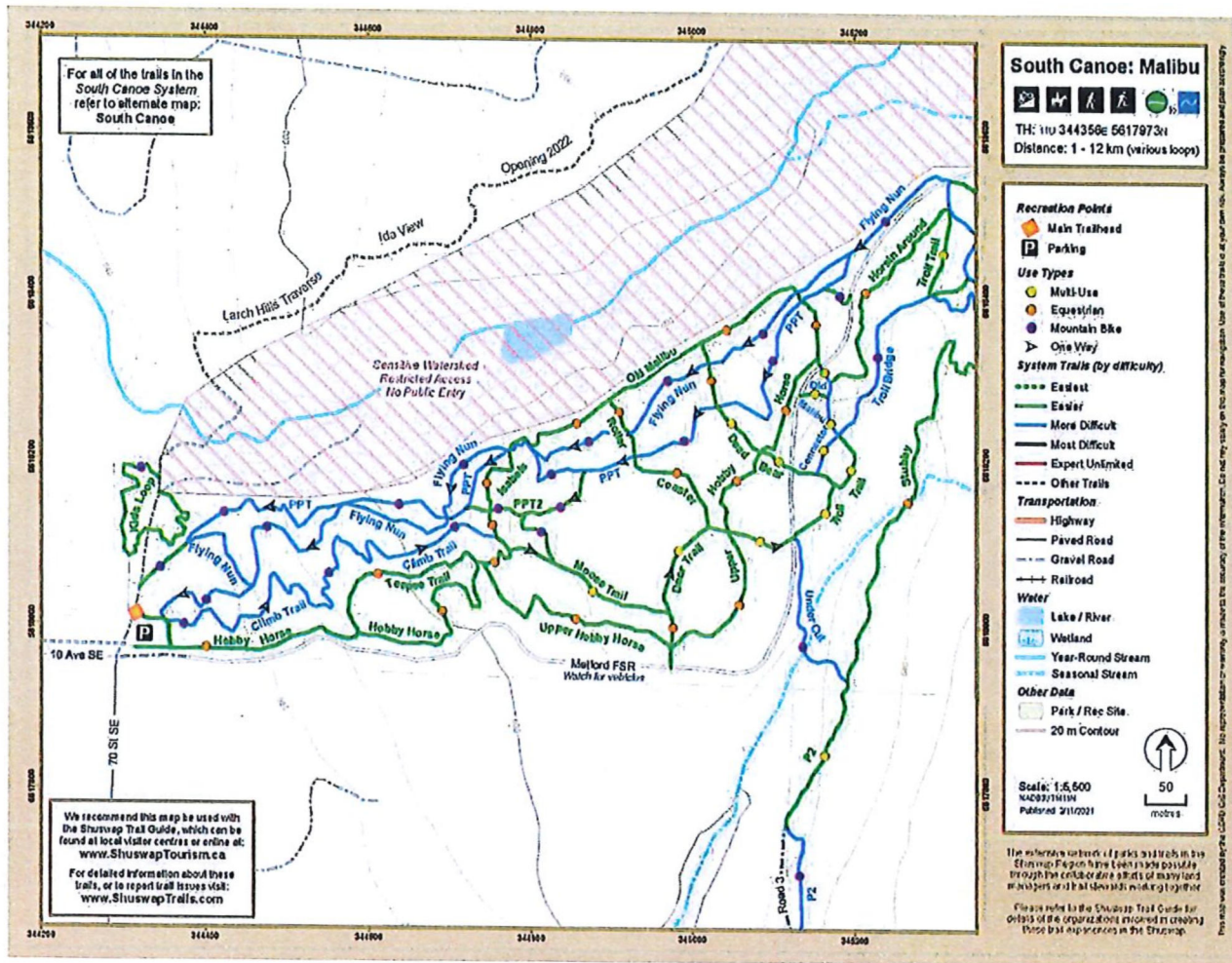
South Canoe Trail Head Concept

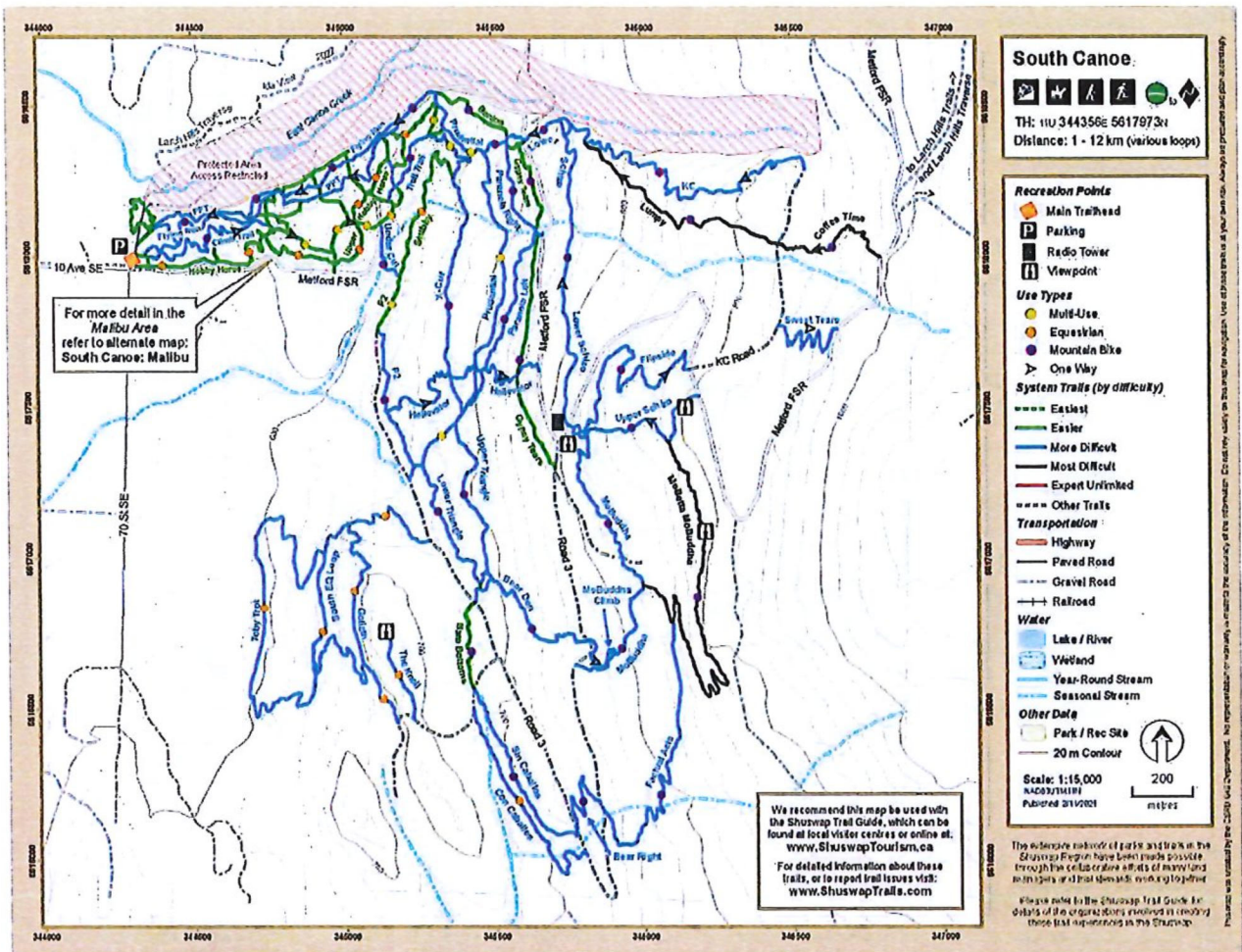


Drop

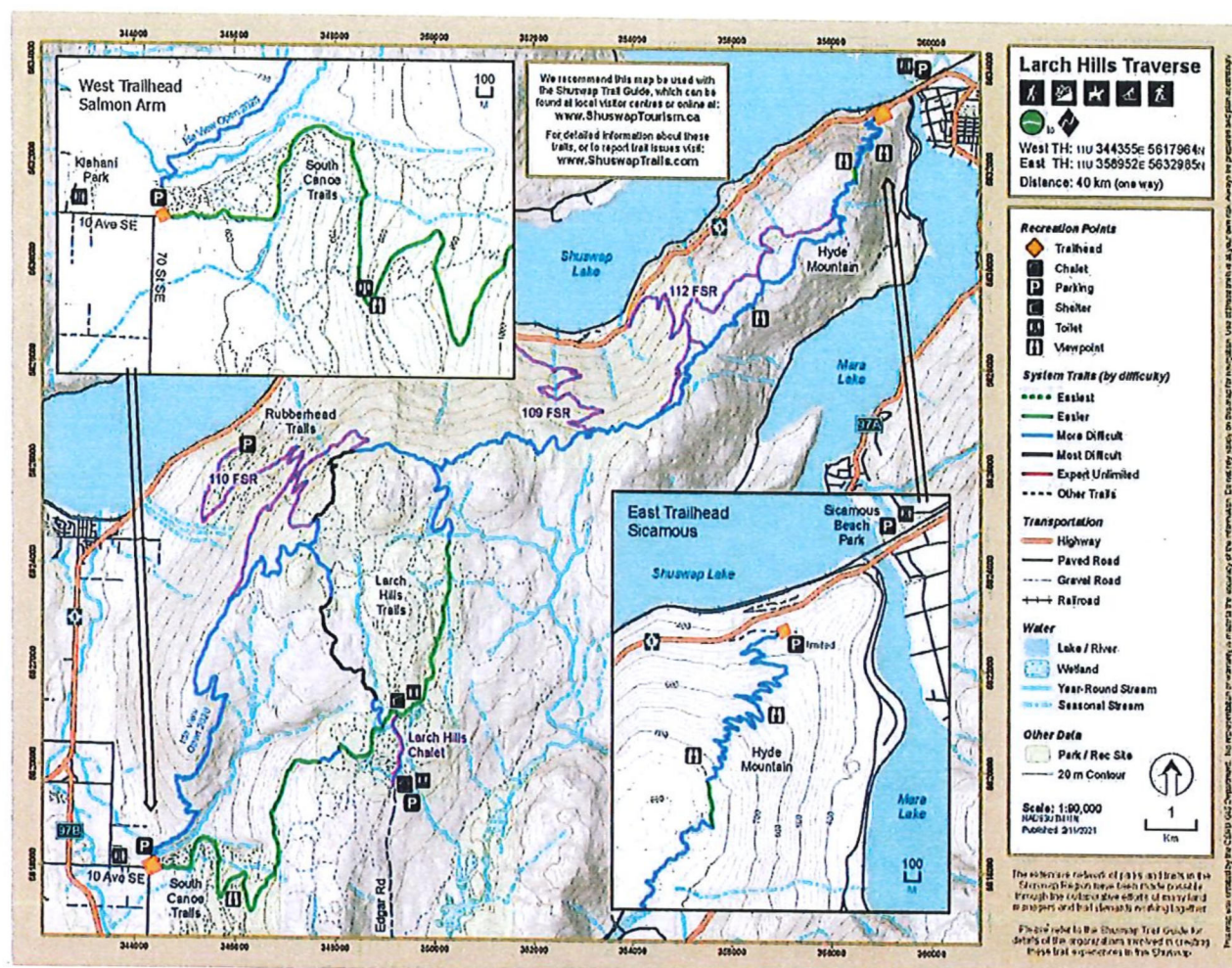
Type 2 Tread

Maps





South Canoe Trail Network



Larch Hills Traverse

Project Budget

| | | | | | |
|---|------------------|------------|-------------|---------------------|--------------------------------------|
| South Canoe Parking Lot Development | | | | | |
| Updated: 2021 02 26 | | | | | |
| Item | Qty | Rate | per | Budget | Notes |
| Project Management & Technical | | | | | |
| Project Coordination | 37 | \$49.06 | hr | \$1,815.07 | 1 hour per day |
| Route Development & Design | 40 | \$49.06 | hr | \$1,962.24 | |
| Planning Documents & Approvals | 16 | \$49.06 | hr | \$784.90 | |
| Field Plotting/Flagging | 16 | \$49.06 | hr | \$784.90 | |
| Sign Layout/Coordination: STA | 8 | \$49.06 | hr | \$392.45 | in-house layout and coordination |
| Maintenance/Adaptive Plan | 8 | \$49.06 | hr | \$392.45 | |
| Consultation & Meetings | 8 | \$49.06 | hr | \$392.45 | |
| Project Management Total | 4% | | | \$6,524.45 | |
| Labour | | | | | |
| Field Supervision | 74 | \$49.06 | hr | \$3,630.14 | 2 hours per day |
| Corridor Brushing | 96 | \$27.75 | hr | \$2,663.74 | including dump runs |
| Tread Capping | 384 | \$27.75 | hr | \$10,654.96 | capping |
| Tread Construction | 32 | \$27.75 | hr | \$887.91 | |
| Trail Reclamation | 64 | \$27.75 | hr | \$1,775.83 | |
| Skills Park Development | 240 | \$27.75 | hr | \$6,659.35 | |
| Sign Installation | 16 | \$27.75 | hr | \$443.96 | |
| Labour Total | 18% | | | \$26,715.90 | |
| Administration | | | | | |
| Bookkeeping | | \$49.06 | hr | \$0.00 | |
| Insurance | | \$20.00 | day | \$0.00 | |
| Other Expenses (Office) - GST PST Included | | | | \$0.00 | .2% x project budget |
| Workshop | | \$25.00 | day | \$0.00 | |
| Administration Total | 0% | | | \$0.00 | |
| Equipment | | | | | |
| | Build Out | 37 | days | | |
| Truck | 925 | \$0.59 | km | \$545.75 | 25km per day |
| Skid Steer Rental | 12 | \$175.00 | day | \$2,100.00 | (includes fuel) |
| Tamper Rental | 12 | \$60.00 | day | \$720.00 | |
| Dumpper Rental | 12 | \$175.00 | day | \$2,100.00 | |
| Power Tools (Chainsaw, brushsaw, hedge t | 37 | \$25.00 | day | \$925.00 | per saw (includes fuel) |
| Shop Tools (drill, skill saw, chopsaw, grinde | 37 | \$25.00 | day | \$925.00 | per saw (includes fuel) |
| Generator | 10 | \$22.00 | day | \$220.00 | wood feature install |
| Pump and Hoses | 12 | \$50.00 | day | \$600.00 | includes hoses, nozzles, fittings |
| Hand Tools - Daily | 37 | \$15.00 | day | \$555.00 | for hand tools (combined) |
| Safety - Daily | 37 | \$10.00 | day | \$370.00 | includes spill kit and PPEs |
| Field Phones (Cell) - Daily | 74 | \$3.50 | day | \$259.00 | 2 per day |
| Trailer - Flat Deck | 3 | \$30.00 | day | \$90.00 | per unit |
| Equipment Total | 6% | | | \$9,409.75 | |
| Materials | | | | | |
| Geo textile - 540 sq ft used @.15 cents sq | 5390.00 | \$0.15 | sq foot | \$808.50 | |
| Staples for Geo Text used @ .09 cents eac | 1200.00 | \$0.09 | each | \$108.00 | |
| 3/4- crush | 176.00 | \$22.00 | yard | \$3,872.00 | |
| Wooden Features | | | total | \$10,000.00 | |
| Dirt Features | | | total | \$3,600.00 | |
| Tables | 3.00 | \$1,000.00 | each | \$3,000.00 | |
| Signs - En Route (4x4) | 10 | \$73.26 | sign | \$732.60 | |
| Materials Total | 15% | | | \$22,121.10 | |
| Additional Contracts | | | | | |
| Material Delivery | 5 | \$75.00 | load | \$375.00 | |
| City of Salmon Arm Parking Phase 2 | | | | \$50,000.00 | City of Salmon Arm Contribution 2021 |
| Gazobo Constuction | | | each | \$19,183.54 | STA Volunteers and material |
| Additional Contracts Total | 47% | | | \$69,558.54 | |
| Sub-Total | | | | \$134,329.73 | |
| Contingency | 10% | | | \$13,432.97 | |
| MINUS GST - 50% rebate | | | | | MINUS GST - 50% rebate |
| Project Total | | | | \$147,762.70 | |



South Canoe Skills Park 2021

Prepared by: Adrian Bostock
The Shuswap Trail Alliance

Updated Version: 2021 03 09

Purpose: to add to the South Canoe Trail Net work by adding a skills park,

Background:

The South Canoe trailhead is the most visited trail network in the Shuswap. Hikers, mountain bikers, equestrian runners, snowshoe users, fat (tired) bikers and cross country skiers use the trails in this area. The trails range from easy through to intermediate difficulty for mountain biking. South Canoe draws users from the Shuswap and throughout BC and Alberta. South Canoe is the home of the Salty Dog 6 hour Enduro mountain bike race, the Shuswap Ultra running race, and several informal group rides and runs.

The Salmon Arm Secondary Mountain Bike Team has been using South Canoe for 13 years. At the team tryouts in April 2019 there were 47 athletes vying for a position on the team. Shuswap Middle School and South Canoe Elementary School both have mountain bike teams and/or clubs as well. Salmon Arm Secondary school hosted a Thompson/Okanagan zone league race in April 2019 that attracted 96 competitors. In 2021 the Jackson Mountain Bike Academy formed with the intention of using the South Canoe Trail Network as their home trail network with approval from the City of Salmon Arm and Recreation Sites and Trails BC.

The South Canoe Trails are managed by volunteer trail stewards through a local advisory group under the Shuswap Trail Alliance in partnership with the City of Salmon Arm and the Provincial Recreation Sites and Trails BC. The Advisory includes representation from local resident trail users (hikers, cyclists, equestrian), Fish & Game Club Members, the Shuswap Trail Alliance, and City staff. The South Canoe Trail Advisory guides maintenance, signage, and trail planning in the area, and acts as a meeting point for interest groups including collaborative planning with local forestry licensees.

South Canoe is established as a Section 56 Recreation under the authority of the BC Forest and Range Practices Act through Recreation Sites and Trails BC on provincial land, and the City of Salmon Arm on municipal park land.

Parking Lot Redevelopment:

In 2019 the City of Salmon Arm started planning to redesign the parking area at the South Canoe trailhead for added user capacity and public safety. Out of the user group consultation for this project came a plan to turn the South Canoe Trailhead into a public park, complete with parking for 60 vehicles, greenspace, a gazebo, a skills

park which will include a pump track, a skills development area and a run bike loop, which doubles as an accessible walking trail.

In 2020 the city of Salmon Arm completed phase one of the parking lot redevelopment, which involved moving the parking area. The Shuswap Trail Alliance started the run bike loops creating a natural surface tread loop, built a pump track, and assisted in moving the trailhead kiosk.

In the spring of 2021 the City of Salmon Arm will continue to add to the trailhead development, adding additional parking, a safety fence along the designated greenspace and will commit to mowing the meadow with plans to turn this in to grass the future.

Community Benefit of the Skills Park:

South Canoe is home to the Salmon Arm Secondary Mountain Bike Team, Shuswap Middle School and South Canoe Elementary School mountain bike teams. Skookum Cycle Hosts Junior Group Rides at South Canoe Each Spring for kids aged 5-12. The junior group rides are held at no charge to participants.

In 2021 the Jackson Mountain Bike Academy formed with the intention of using the South Canoe Trail Network as their home trail network, with approval from the City of Salmon Arm and Recreation Sites and Trails BC. Developing the skills park, and contributing to the construction with volunteer hours, will be part of their curriculum.

Every year the Shuswap Trail Alliance and the City of Salmon Arm staff have had to decommission rouge built jumps with in city parks. Providing a space for property built jumps could divert this energy.

The Skills Park will be open to all mountain bike users free of charge. All of these groups will benefit from a skills park at the South Canoe Trailhead as a safe and convenient area to work on mountain biking skills, which forms part of a healthy and active lifestyle.

Proposed scope of work:

- Constructing mountain bike Skills Park consisting of low drops, balance features and dirt jumps
- Realign lower Flying Nun trail to reduce through-traffic and congestion in the skills park area.
- Work with the Jackson Mountain Bike Academy to design and construct some of these features

Construction Standards:

All work to the Shuswap Trail Design Standards (RSTBC Trail standard 2021, IMBA Trail Standard).

Whistler Trail Standard for Technical Trail Features:

Intermediate, More difficult

EXPECTED TECHNICAL TRAIL FEATURES GENERAL

- TTF width to height ratio of 1:2
- Small bridges (flat, wide, low and rollable from section to section)

- Small rollable drops
- Small teeter-totters
- Small jumps
- Medium sized logs

DETAILED

- Embedded trail obstacles: up to 20 cm high
- Elevated bridges: less than 1.8 m (6') high above surface
 - Minimum width of flat decking is one-half the height above surface
 - For connected sections, the bisecting angle between each connected section must be large enough to allow the bicycle to complete transition without requiring any wheel lifting techniques
- Teeter-totter: maximum pivot height, less than 60 cm (2') high above the surface
 - Minimum width of flat decking is one-half the height above surface at pivot point
- Rock or ramp descents not to exceed 45%
 - Drop-offs not exceeding 30 cm high with exit cleared of all obstacles
- Jumps
 - No jumps with consequences for lack of speed (for example, coffin jumps or gap jumps)
 - Table top jumps maximum height 60 cm (2')
 - Jumps maximum height 45 cm (18")

Advanced, Most Difficult

EXPECTED TECHNICAL TRAIL FEATURES GENERAL

- TTF width to height ratio of 1:4
- Elevated bridges and teeter-totters with maximum deck height
- Connected bridges
- Mandatory air
- Larger jumps
- Steep descents with sharp transitions

DETAILED

- Elevated bridges: less than 3 m (10') high above surface
 - Minimum width of flat decking is one-quarter the height above surface
- Teeter-totter: maximum pivot height less than 1.8 m (6') above surface
 - Minimum width of flat decking is one-quarter the height above surface at pivot point
- Mandatory air less than 1.0 m (3.3') vertical
- Rock or ramp descents not to exceed 120%
- Jumps
 - Table tops, no maximum height
 - No gap jumps or rhythm sections

Consultations/Review:

The City of Salmon Arm's Parks and Rec Master Plan identified the South Canoe trailhead for a location for a beginner/intermediate level bike skills park. The Parks and Recreation Master Plan was approved in principle by City Council at the April 22, 2013 Regular Meeting of Council.

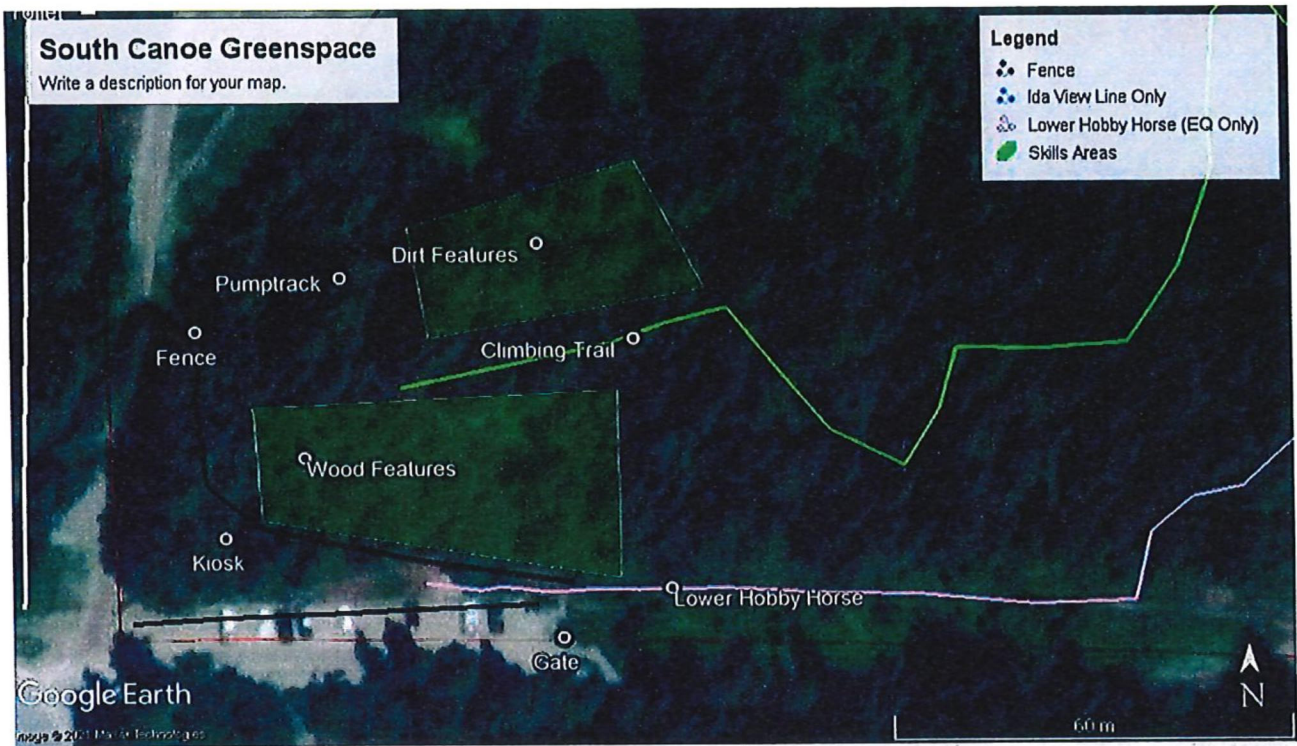
The South Canoe Trail Advisory, The Salmon Arm Greenways Committee and City of Salmon Arm staff will review this plan and it will be submitted to Salmon Arm City Council for final approval.

Project Details:

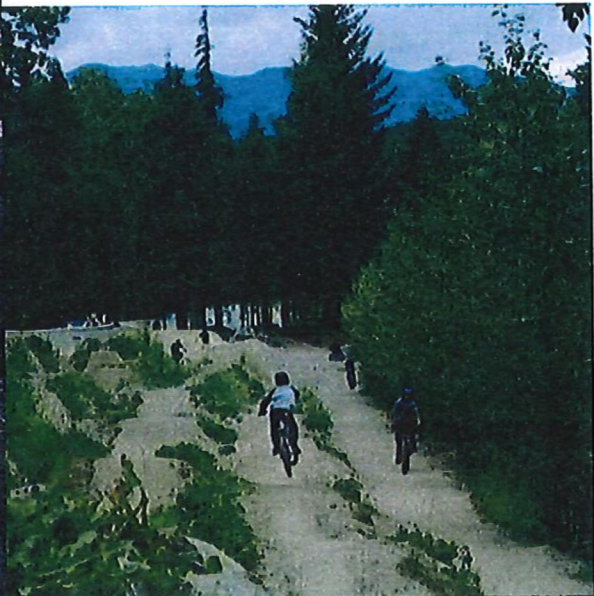
| Labour | | | Total Cumulative Hours |
|----------------------|-------------------------|---------------|-------------------------------|
| Section Name | Task/Description | metres | |
| Skills Park | Wood Features | | 160 |
| | Dirt Features | | 80 |
| | Clearing Debris | | 48 |
| Labour Totals | | | 288 |

| Materials | | | |
|-------------------------------------|--------------------|---------------|-------------------|
| Section Name (if applicable) | Description | metres | Total Cost |
| Skills Park | | | |
| | Wood Feature | | 10000 |
| | Clay Loam | | 3600 |
| Materials Totals | | | 13600 |

Concept Details:



Drop Example



Dirt Feature Example

Budget:

| | | | | | |
|---|------------------|-----------|-------------|--------------------|-----------------------------|
| South Canoe Parking Lot Development | | | | | |
| Updated: 2021 02 26 | | | | | |
| Item | Qty | Rate | per | Budget | Notes |
| Project Management & Technical | | | | | |
| Project Coordination | 18 | \$49.06 | hr | \$883.01 | 1 hour per day |
| Route Development & Design | 40 | \$49.06 | hr | \$1,962.24 | |
| Planning Documents & Approvals | 16 | \$49.06 | hr | \$784.90 | |
| Field Plotting/Flagging | 16 | \$49.06 | hr | \$784.90 | |
| Maintenance/Adaptive Plan | 8 | \$49.06 | hr | \$392.45 | |
| Consultation & Meetings | 8 | \$49.06 | hr | \$392.45 | |
| Project Management Total | 16% | | | \$5,199.94 | |
| Labour | | | | | |
| Field Supervision | 36 | \$49.06 | hr | \$1,766.02 | 2 hours per day |
| Skills Park Development | 240 | \$27.75 | hr | \$6,659.35 | |
| Labour Total | 26% | | | \$8,425.37 | |
| Administration | | | | | |
| Bookkeeping | | \$49.06 | hr | \$0.00 | |
| Insurance | | \$20.00 | day | \$0.00 | |
| Other Expenses (Office) - GST PST Included | | | | \$0.00 | .2% x project budget |
| Workshop | | \$25.00 | day | \$0.00 | |
| Administration Total | 0% | | | \$0.00 | |
| Equipment | | | | | |
| | Build Out | 18 | days | | |
| Truck | 450 | \$0.59 | km | \$265.50 | 25km per day |
| Power Tools (Chainsaw, brushsaw, hedge t | 18 | \$25.00 | day | \$450.00 | per saw (includes fuel) |
| Shop Tools (drill, skill saw, chopsaw, grinde | 18 | \$25.00 | day | \$450.00 | per saw (includes fuel) |
| Generator | 10 | \$22.00 | day | \$220.00 | wood feature install |
| Hand Tools - Daily | 18 | \$15.00 | day | \$270.00 | for hand tools (combined) |
| Safety - Daily | 18 | \$10.00 | day | \$180.00 | includes spill kit and PPEs |
| Field Phones (Cell) - Daily | 36 | \$3.50 | day | \$126.00 | 2 per day |
| Trailer - Flat Deck | 3 | \$30.00 | day | \$90.00 | per unit |
| Equipment Total | 6% | | | \$2,051.50 | |
| Materials | | | | | |
| Wooden Features | | | total | \$10,000.00 | |
| Dirt Features | | | total | \$3,600.00 | |
| Materials Total | 42% | | | \$13,600.00 | |
| Additional Contracts | | | | | |
| Material Delivery | 5 | \$75.00 | load | \$375.00 | |
| Additional Contracts Total | 1% | | | \$375.00 | |
| Sub-Total | | | | \$29,651.80 | |
| Contingency | 10% | | | \$2,965.18 | |
| MINUS GST - 50% rebate | | | | | MINUS GST - 50% rebate |
| Project Total | | | | \$32,616.98 | |

Item 8.1

CITY OF SALMON ARM

Date: April 26, 2021

Board in Brief – April 2021

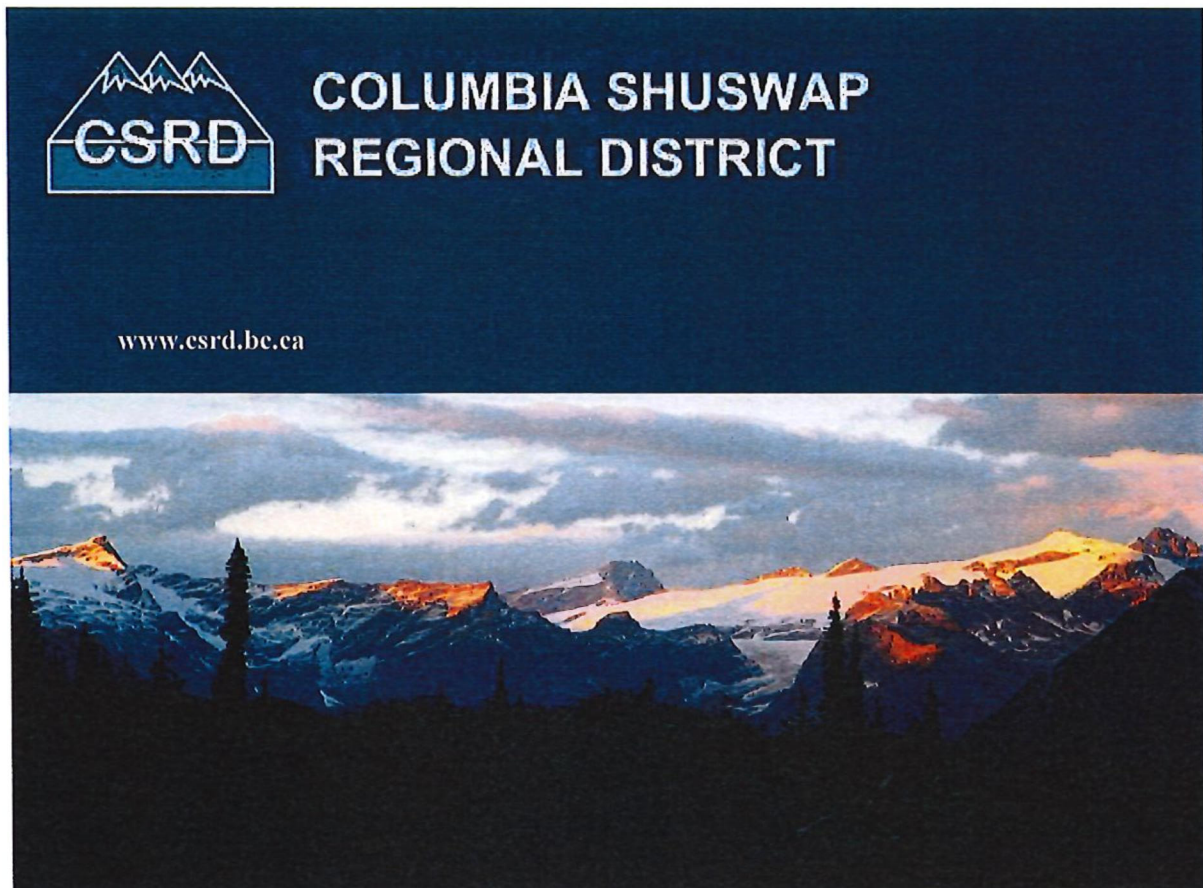
Vote Record

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

Opposed:

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

From: Columbia Shuswap Regional District <communications@csrd.bc.ca>
Sent: Tuesday, April 20, 2021 2:45 PM
To: Caylee Simmons
Subject: #YourCSRD - April 2021



#YourCSRD - April 2021

April 2021



Web version

Highlights from the Regular Board Meeting

Correspondence

COVID-19 Safe Restart Grant for Local Governments (March 22, 2021)

The Province is providing an additional \$344,000 to the CSRD in COVID-19 Safe Restart Grant funding.



Potential Salmon Arm High School Configuration Change (April 9, 2021)

The proposed School District #83 (SD#83) option to create two high schools in Salmon Arm was discussed by Directors. There was also discussion around the possibility of constructing a new high school in Sorrento. A motion was approved by a majority of Directors to write a letter to the school district asking them to delay a vote on the proposal and requesting a school district representative attend a Board or special meeting to discuss the SD#83 Long Range Facilities Plan.

Columbia Basin Trust - Community Initiatives Recommendations

The Board approved funding allocations in the amount of \$398,056 from the Columbia Basin Trust Community Initiatives and Affected Areas Program for 2021 as recommended by the Program Evaluation Committee and approved by the City of Revelstoke Council. **View report.**

Committee Reports & Updates

Rail Trail Governance Advisory Committee

The Board approved two of three recommendations from the Rail Trail Governance Advisory Committee (March 19, 2021) to:
 approve the donor recognition plan
 approve and sign the Memorandum of Understanding with the Community Foundations.
 Another motion to approve a segmented approach to development was stood down until a later date. **View report.**

Golden/Electoral Area A Economic Opportunity Fund Local Protocol (April 7, 2021)

The Board rescinded a motion regarding the Golden/Electoral Area A Economic Opportunity Fund. The Board then approved a motion which would place a moratorium on all Economic Opportunity Fund applications submitted by third parties. It also requires all applications to comply with CSRD Policy F-29 and have Town of Golden Council and the Electoral Area A Director's approval prior to submitting the application.

Business General & Business by Area

Annual Report 2020

The Board received the 2020 Annual Report as information. The CSRD encourages the public to review the report for an overview of the CSRD's services, financial data, initiatives and accomplishments for the year. **View report. View press release.**

2020 CSRD Financial Statements

The Board approved the 2020 CSRD Year-End Financial Statements in accordance with the Local Government Act. **View report.**

2020 Statement of Financial Information (SOFI) Report

Board approved the 2020 Statement of Financial Information Report as required by the Local Government Act. **View Board report. View SOFI report.**

Policy F-37 COVID-19 Safe Restart Electoral Area Grant-in-Aid Funding

The Board endorsed Policy No. F-37 COVID-19 Safe Restart Electoral Area Grant-in-Aid Funding and approve its inclusion into the CSRD Policy manual. Directors voted to set aside \$100,000 of the CSRD's COVID-19 Safe Restart funds to allow non-profit groups and charities to apply for grants

of up to \$5,000 each to help offset the financial impacts of the pandemic. **View report. View press release.**

Rural Dividend Funding Re-Allocation

The Board supported the re-allocation of \$189,281 of BC Rural Dividend Program funding in the amount of \$25,000 for Electoral Area C to support completion of the South Shuswap Destination Trail Plan, \$25,000 in Electoral Area D to support development of the Glenemma Trails recreation area, \$25,000 in Electoral Area F to support preliminary design and engineering for North Shuswap Parallel Trails and \$114,281 to support project management, fundraising and administrative support for the Shuswap North Okanagan Rail Trail. **View report.**

Federation of Canadian Municipalities' Board of Directors

The Board endorsed Vice-Chair Rhona Martin to stand for election on FCM's Board of Directors and agreed to assume the associated costs.

COVID-19 Safe Restart Grant Allocation

The Board endorsed allocating \$40,000 from the COVID-19 Safe Restart Grant as recommended by staff for additional technology expenses. **View report.**

Grant-in-Aid Requests

The Board approved the Board approved allocations from the 2021 electoral grant-in-aid budget. One item to provide \$10,220 to the Eagle Valley Senior Citizens Housing Society for operating funds was deferred to obtain more information. **View report.**

Electoral Area B: City of Revelstoke Recreation Facilities and Programs Cost Sharing Agreement

The Board agreed to enter into an agreement with the City of Revelstoke for the provision of recreation services to property owners within the Electoral Area B Recreation Facilities and Programs specified service area for a five-year term commencing January 1, 2021 and expiring on December 31, 2025, with an optional two-year extension. Electoral Area B Director David Brooks-Hill voted against the motion. **View report.**

Electoral Area D: Falkland Area Speed Zone

The Board supported a request from Director Talbot to send a letter to the Ministry of Transportation and Infrastructure to formalize a 50 km/hr speed zone in the area of Falkland. **View map.**

Solsqua Road Railway Crossing Anti-Whistling Service

Directors approved the adoption of the bylaw which will see residents of a specified area in Electoral Area E cover the costs related to train whistle cessation. **View bylaw.**

Delegations

Cutblocks in the Bastion Creek Community Watershed

Catherine Spanevello, Vice President of the Totem Pole Resort Strata, made an online presentation to the Board. Following her presentation, the Board approved a motion to send a letter to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development asking for a moratorium on logging in the Bastion Bay area until the ministry conducts a full risk assessment and mitigation measures are identified.



LAND USE MATTERS

Business General

Development Services Procedure Amendment Bylaw No 4001-3

The Board adopted an amendment to the Development Services Procedure Bylaw to accept public submissions on bylaws until 4 PM on the Tuesday of the week of the Board Meeting. This gives staff time to redact, attach, and distribute the late agenda, at least 24 hours before the Board meeting. **View bylaw amendment.**

Development Permits (DPs), Temporary Use Permits (TUPs) & Development Variance Permits (DVPs)

Electoral Area D: Temporary Use Permit No. 2500-04

The subject property is located at 3265 Highway 97, Glenemma. The owners requested a TUP to sell products on the property within the existing farm sales building that have not been manufactured on the property and to employ one additional person who is not a resident of the property to operate this home occupation. The TUP is subject to conditions before it can be issued. The Board approved the TUP. **View report.**

Electoral Area F: Development Variance Permit No. 825-34

The subject property is located at 1215 Jordan Way, Scotch Creek. The applicant was looking for variances to the maximum height and floor area for an accessory building. The Board agreed to issue the DVP. **View report.**

Zoning, OCP and Land Use Amendments

Electoral Area F: Electoral Area F Official Community Plan Amendment Bylaw No. 830-22 and Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-46

The subject property is located at 2633 Squilax-Anglemont Road, Lee Creek and is commonly known as Gateway Lakeview Estates. The owners are applying to amend the Electoral Area F Official Community Plan Bylaw No. 830 and the Scotch Creek Lee Creek Zoning Bylaw No. 825 to legalize the existing uses, as well as permit additional recreational vehicle and park model spaces for a total of 375 sites for recreational vehicles, park models, or dwellings. The Board gave first reading to the application and directed staff to refer the bylaw to applicable agencies and First Nations. The Board also decided this application will use a complex consultation process, requiring the applicant to hold a public information meeting in the community to explain the proposal and answer questions. **View report.**

Electoral Area F: Anglemont Zoning Amendment Bylaw No. 650-18

The applicant wants to convert the second floor of an aircraft hangar located at 7872 Golf Course Road in Anglemont for use as a dwelling unit. An amendment to Anglemont Zoning Bylaw No. 650 is required because dwelling units are not permitted in the P-4 Recreation Zone. The Board adopted the amendment. **View report.**

Electoral Area F: Electoral Area F Official Community Plan Amendment Bylaw No. 830-21 and Scotch Creek/Lee Creek Zoning Amendment Bylaw No. 825-42

The owners of the subject property, located at 1722 Lee Creek Drive, would like to subdivide the subject properties into nine lots with a minimum lot area of 2 ha. The applicant is proposing to amend the OCP designation from RSC – Rural Resource to RR – Rural Residential and amend the zoning designation from RU1 - Rural 1 to CR - Country Residential. The Board adopted the amendments. **View report.**

Electoral Area B: Electoral Area B Official Community Plan Amendment Bylaw No. 850-15 and Electoral Area B Zoning Amendment Bylaw No. 851-20

The applicant wants to re-designate and rezone the subject parcel at 698 Hill Creek Rd, Galena Bay in order to facilitate the subdivision of the property into three lots of roughly two-hectares each. The applicant is proposing to amend the Official Community Plan designation from SH – Small Holdings to RR2 – Rural Residential and amend the zoning designation from SH – Small Holdings to RR2 – Rural Residential. The Board adopted the amendments. **View report.**

Electoral Area E: Electoral Area E Official Community Plan Bylaw No. 840 and Electoral Area E Zoning Bylaw No. 841

The Board gave second reading to the new proposed Electoral Area E Official Community Plan (OCP) and first reading to a new zoning bylaw. The new OCP and Zoning Bylaw will replace the land use policies and regulations for the area currently covered by Rural Sicamous Land Use Bylaw No. 2000 and introduce new policies and regulations for the remainder of the Electoral Area. The bylaws are now being referred to other agencies and First Nations for review. A public engagement process to give citizens a chance to offer feedback will begin in early May. **View report.**

Electoral Area E: Lakes Zoning Amendment Bylaw No. 900-28

The applicants want to amend Lakes Zoning Bylaw No. 900 to recognize the existing fixed dock associated with 673 Swanbeach Road. Fixed docks are not permitted in the Foreshore Residential (FR1) Zone. This dock is not currently in compliance with the required setbacks and has a larger surface area and wider walkway than is permitted in the FR1 Zone. The applicant has also proposed to increase the number of permitted private mooring buoys for this property to allow for two buoys, as well as include a setback variance for one of the buoys, which is currently not in compliance. The Board adopted the bylaw amendment. **View report.**

Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the April 15, 2021 meeting:

Shuswap Tourism – Organizational Renewal

THAT: the governance model for destination marketing and development for the Shuswap region remain as a core function of the Regional District and delivered through Shuswap Tourism.

THAT: the Regional District proceed immediately with the recruitment and selection of a new Tourism Manager/Team Leader.

THAT: after a new Tourism Manager/Team Leader is hired, the terms of reference for the Shuswap Tourism Advisory Committee be reviewed, with specific attention being paid to membership and accountability;

AND THAT: as the appointments of all non-elected committee members have expired, the Board does not appoint any new members until after a review has been carried out;

AND FURTHER THAT: in the interim, membership on the Shuswap Tourism Advisory Committee be limited to the seven elected representatives from the six participating service areas. **View report.**

Sicamous and District Recreation Centre Facility Management Agreement

THAT: the Board empower the authorized signatories to enter into an agreement with Nustadia Recreation for the provision of facility management services and associated administration and

transactional fees for the Sicamous and District Recreation Centre, for a total cost not to exceed \$190,000 per year plus applicable taxes, for a five-year term effective June 11, 2021 and expiring on June 10, 2026, with an option to extend for an additional five-year term, subject to budget approval within the relevant Five-Year Financial Plan.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, May 20, 2021 at 9:30 AM at the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

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

Currently, the public is not allowed to attend Board meetings in-person, but can view the meetings electronically. Information on how to register will be available on the Events tab of the CSRD website as of Friday, May 14, 2021.

At this time, it is unknown whether regulations from the Provincial Health Officer will be changed to allow for in-person attendance. The CSRD will update their website with new information as it becomes available.



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

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Item 9.1

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council accept the quote submission received from Zappone Aggregate Processors (ZAP) in accordance with the unit prices specified in Schedule 1 for an estimated contractual amount of \$264,000.00 plus applicable taxes;

AND THAT: Council authorize the payment to ZAP for the estimated contractual amount of \$264,000.00 plus applicable taxes and that same be recorded in the City's Inventory.

Vote Record

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

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

CITY OF SALMON ARM

TO: His Worship the Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: April 16, 2021

SUBJECT: **2021 GRAVEL CRUSHING PROGRAM - AWARD**

STAFF RECOMMENDATION

THAT: Council accept the quote submission received from Zappone Aggregate Processors (ZAP) in accordance with the unit prices specified in Schedule 1 for an estimated contractual amount of \$264,000.00 plus applicable taxes;

AND THAT: Council authorize the payment to ZAP for the estimated contractual amount of \$264,000.00 plus applicable taxes and that same be recorded in the City's Inventory.

BACKGROUND

This contract encompasses the feeding, screening, crushing, blending, manufacturing, stockpiling and quality control testing of:

- 10,000m³ of 25mm Gravel;
- 3,000m³ of 75mm Gravel;
- 8,000m³ of Winter Sand; and
- 4,500m³ of Recycled Asphalt.

All work and services will be undertaken at the City of Salmon Arm's (City) South Canoe Gravel Pit, located at 6641 – 10 Avenue SE, in accordance with BC regulations.

A Request for Quotation was sent to five (5) local gravel companies on March 8, 2021 and on April 1, 2021, the City received quotes submissions as follows:

| Contractor | Sub-Total Price | Price Incl. Tax |
|------------------------------|-----------------|-----------------|
| Zappone Aggregate Processors | \$ 264,000.00 | \$ 277,200.00 |
| Okanagan Aggregates Ltd. | \$ 314,875.00 | \$ 330,618.75 |
| Blackburn Excavating | DID NOT SUBMIT | |
| Salmon Arm Ready Mix | DID NOT SUBMIT | |
| Salmon Valley Sand | DID NOT SUBMIT | |

The last major gravel crushing program was undertaken in 2017 by Okanagan Aggregates Ltd. and previously in 2012 by Zappone Aggregate Processors. The cost of gravel crushing is inventoried and as it is utilized is charged out to various operational and maintenance functions, including charge-outs and capital projects. The charge-out rates will be reviewed annually to ensure it is in keeping with the market and any profit realized is redirected to the Crushed Rock Inventory Reserve.

Manufacturing the City's own gravel has a number of benefits. Some of the benefits include having access to gravel on City owned property 24 hours a day, especially in emergent situations and another is that by mining the gravel pit, the City will eventually be in a position to advance Klahani Park in accordance with the Klahani Park Master Plan.

The quote documents have been reviewed by staff and are in order.

Based on the above, it is recommended that the 2021 Gravel Crushing Program be awarded to Zappone Aggregate Processors in accordance with the unit prices specified in Schedule 1 for a total estimated amount of \$264,000.00 plus applicable taxes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'R. Niewenhuizen', is written over a horizontal line.

Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

cc Chelsea Van de Cappelle, CFO

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Item 9.2

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: pursuant to Section 781 of the *Local Government Act*, Council make request to the Inspector of Municipalities to authorize the City of Salmon Arm to write off the outstanding penalties and interest associated with Shuswap Lake Vacations Inc.'s former Lease and Sub-Lease of the Wharf and Foreshore;

Roll No.: 06868.002

Address: 814 Marine Park Drive NE (Portion of the Foreshore)

Amount: \$866.53 [\$443.99 – Penalty and \$422.54 – Interest]

Roll.: 06800.541

Address: 750 Marine Park Drive NE (Marina, Access Ramps and Specified Portions of the Wharf and Parking Lot)

Amount: \$532.30 [\$272.74 – Penalty and \$259.56 – Interest]

AND THAT: the 2021 Budget in the 2021 – 2025 Financial plan be amended to write off the uncollectable accounts receivable due from Shuswap Lake Vacations Inc. in the amount of \$1,398.83 funded from the Reserve for Doubtful Accounts; subject to the Inspector of Municipalities approval.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

To: Mayor Harrison and Members of Council
 Date: April 9, 2021
 Subject: Uncollectible Accounts Receivable – Penalties and Interest
 Shuswap Lake Vacations Inc. (SLVI)
 Roll No. 06868.002 - 814 Marine Park Drive NE - \$866.53
 Roll No. 06800.541 - 750 Marine Park Drive NE - \$532.30

Recommendation:

THAT: Pursuant to Section 781 of the *Local Government Act*, Council make request to the Inspector of Municipalities to authorize the City of Salmon Arm to write off the outstanding penalties and interest associated with Shuswap Lake Vacations Inc.'s former Lease and Sub-Lease of the Wharf and Foreshore:

Roll No.: 06868.002

Address: 814 Marine Park Drive NE (Portion of the Foreshore)

Amount: \$866.53 [\$443.99 - Penalty and \$422.54 - Interest]

Roll No.: 06800.541

Address: 750 Marine Park Drive NE (Marina, Access Ramps and Specified Portions of the Wharf and Parking Lot)

Amount: \$532.30 [\$272.74 - Penalty and \$259.56 - Interest]

AND THAT: The 2021 Budget in the 2021 – 2025 Financial Plan be amended to write off the uncollectable accounts receivable due from Shuswap Lake Vacations Inc. in the amount of \$1,398.83 funded from the Reserve for Doubtful Accounts; subject to the Inspector of Municipalities approval.

Background:

Pursuant to Section 781 of the *Local Government Act*, the City of Salmon Arm (City) must obtain the Inspector of Municipalities' (Inspector) approval to dispose of assets (which includes writing off uncollectable taxation revenue).

The City leased/subleased two properties to SLVI at Marine Peace Park as part of their houseboat operations on Shuswap Lake until 2015. In the last year of SLVI's agreement (2015), BC Assessment Authority for the first time, assessed the leased and sub-leased areas as taxable property for SLVI. The City actively pursued collection attributed to the two properties and subsequently SLVI paid the original tax levies (\$7,167.23).

A summary of the property taxes, including penalties and interest is as follows:

| | 06868.002 | 06800.541 |
|-----------------------|------------|------------|
| 2015 Original Levy | \$ - | \$ - |
| 2015 Supplemental #6 | 4,389.68 | 4,719.69 |
| 2015 Supplemental #10 | 50.17 | (1,991.31) |
| Total Levy | 4,439.85 | 2,727.38 |
| Penalty | 443.99 | 272.74 |
| 2016 Interest | 250.16 | 153.67 |
| 2017 Interest | 172.38 | 105.89 |
| Total | 5,306.38 | 3,259.68 |
| Payment | (4,439.85) | (2,727.38) |
| | \$ 866.53 | \$ 532.30 |

As part of the negotiated settlement with SLVI, in 2018 the City applied to the Inspector to reverse the remaining outstanding taxation amounts (penalties and interest). The City's request was subsequently denied. A copy of the 2018 staff report and response from the Inspector has been attached for your reference.

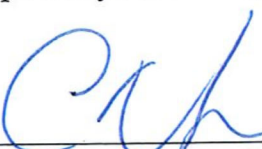
Following this, the unpaid penalties and interest (\$1,398.83) associated with SLVI's lease/sublease remain outstanding. Normally, outstanding delinquent property taxes, including penalties and interest, are collected by way of tax sale. This method of collection relates to the auction of real property. In this circumstance, this remedy is not available because SLVI was merely a former tenant of the property sublet by the City.

Council does not have the authority to reduce or remove property taxes, including penalties and interest, unless permitted to do so pursuant to Section 781 of the *Local Government Act*, as authorized by the Inspector of Municipalities.

As further collection efforts would likely cost significantly more than that recoverable, staff followed up again with the Inspector to determine an acceptable method to resolve the unpaid balances. Following this, staff were informed that the Inspector would again consider the write off and that a new resolution of Council authorizing the same would be required. A new resolution of Council is therefore recommended.

It is further recommended, subject to Inspector approval, that the penalties and interest be written off and that the uncollectable amount be funded from the Reserve for Doubtful Accounts.

Respectfully Submitted,



Chelsea Van de Cappelle, CPA



June 12, 2018

Monica Dalziel, CPA, CMA
 Chief Financial Officer
 City of Salmon Arm
 500-2 Avenue NE
 PO Box 40
 Salmon Arm, BC V1E 4N2

Dear Ms. Dalziel:

Thank you for submitting a request under section 781 of the *Local Government Act* to waive the late payment of property tax penalty applied to property 814 and 750 Marine Park Drive NE for the year 2015, and applicable interest.

As the Financial Officer, I cannot recommend the Minister approve the request to waive the 2015 penalty, and applicable interest because the tenant of 814 and 750 Marine Park Drive is a taxable entity (Shuswap Lakes Vacation Incorporated (SLVI)), and the properties were correctly assessed and taxed in 2015.

Under section 25 of the *Community Charter*, local governments are prohibited from providing assistance to businesses. The Ministry cannot approve a request where there is a risk that the City will be challenged for being in contravention with legislation. I understand SLVI was surprised to receive a tax bill in the last year of its lease agreement, and late payment was due to the investigation of the legitimacy of the property tax. However, as indicated in the lease agreement, SLVI is responsible for the payment of property taxes, and thus, is responsible for paying the taxes before the due date to avoid the penalty. At the time the property taxes were due, there was no reason for SLVI to not have paid the taxes before the due date.

The penalty on late property taxes is set in legislation and a municipality is not given the power to decide whether a penalty applies. This ensures that penalties are applied as fairly as possible throughout the municipality and Province. The Ministry may consider approval for the write off of taxes and/or penalties and interest under circumstances where the tax penalty was unavoidable such as BC Assessment error, or Acts of God, or where the local government has no choice but to write off the asset. Penalties on property taxes are only written off when avoiding the penalty is impossible and the write off can be fairly applied to all in the same

Page 2

situation.

If you have any questions or would like to discuss this further, please feel free to contact me at 778-698-3249, or email lisa.andres@gov.bc.ca

Sincerely,

A handwritten signature in cursive script, appearing to read "Lisa Andres".

Lisa Andres
Financial Officer
Local Government Infrastructure and Finance

11. STAFF REPORTS2. Chief Administrative Officer – Shuswap Lakes Vacations Inc.

0098-2018

Moved: Councillor Harrison

Seconded: Councillor Eliason


THAT: Council request the Inspector of Municipalities to authorize the City of Salmon Arm to reverse \$1,608.94 of outstanding penalties and interest associated with Shuswap Lakes Vacations Inc.'s former Lease and Sub-Lease of the Wharf and Foreshore:

- Roll No. 06868.002 – 814 Marine Park Drive NE - \$996.68 – Portion of the foreshore; and
- Roll No. 06800.541 – 750 Marine Park Drive NE - \$612.26 – Marina, access ramps and specified portions of the wharf and parking lot.

CARRIED UNANIMOUSLY

I hereby certify this to be a true correct copy of
Resolution No. 0098-2018 as made at the City of
Salmon Arm Regular Council Meeting of March 12,
2018.

Dated at Salmon Arm, British Columbia, this 15th
day of March, 2018.


Erin Jackson
Corporate Officer



City of Salmon Arm

Memorandum from the Chief Administrative Officer

Date: March 7, 2018
To: Mayor Cooper and Members of Council
Subject: Penalties and Interest - \$1,608.94
Shuswap Lakes Vacations Inc. (SLVI)
Roll No. 06868.002 - 814 Marine Park Drive NE - \$996.68
Roll No. 06800.541 - 750 Marine Park Drive NE - \$612.26

Motion for Consideration:

THAT: Council request the Inspector of Municipalities to authorize the City of Salmon Arm to reverse \$1,608.94 of outstanding penalties and interest associated with SLVI's former Lease and Sub-Lease of the Wharf and Foreshore:

- Roll No. 06868.002 - 814 Marine Park Drive NE - \$996.68 - Portion of the foreshore; and
- Roll No. 06800.541 - 750 Marine Park Drive NE - \$612.26 - Marina, access ramps and specified portions of the wharf and parking lot.

Background:

SLVI formerly leased property and subleased foreshore from the City of Salmon Arm (City) for approximately twenty (20) years at Marine Peace Park as part of their houseboat operations on Shuswap Lake. In the last year of their agreement with the City (2015), the BC Assessment Authority assessed the Leased and Sub-Leased areas as taxable property for SLVI. This new assessment was created as a result of a combination of a Province wide review of Marinas undertaken by the BC Assessment Authority and the referral of an RFP query from the City.

The following property tax amounts (penalties and interest) under the name of SLVI are outstanding:

- Roll No. 06868.002 - 814 Marine Park Drive NE - \$996.68 - Portion of the foreshore*; and
- Roll No. 06800.541 - 750 Marine Park Drive NE - \$612.26 - Marina, access ramps and specified portions of the wharf and parking lot*.

* Rolls / Properties assessed by the BC Assessment Authority in 2015 and beyond.

Mayor Cooper and Members of Council
 Memorandum - Penalties and Interest - \$1,608.94
 Shuswap Lakes Vacations Inc.

The City has been actively pursuing the collection of the property taxes attributed to the two Rolls / properties for some time. SLVI recently paid the original property tax levy (\$7,167.23) and, as part of a negotiated settlement, this report concerning the interest and penalties component is coming forward for Council's consideration.

While the Lease and Sub-Lease Agreements clearly set out that SLVI was responsible to pay any applicable property taxes, there are certainly some extenuating circumstances involved which merit Council's consideration of this matter, namely:

- SLVI had never paid property taxes as BC Assessment had never assigned any Assessed Value to the Rolls / properties; and
- The penalties and interest have accrued while the legitimacy of the original levy has been determined by the parties. Reversal of these amounts should be considered the settlement of a disputed claim.

It is recommended that Council adopt the Motion for Consideration.

A summary of the property taxes, including penalties and interest, is as follows:

| | | | |
|--|------------|--|------------|
| Shuswap Lakes Vacations Inc. Civic Address: 814 Marine Park Drive NE Roll No.: 06868.002 | | Shuswap Lakes Vacations Inc. Civic Address: 750 Marine Park Drive NE Roll No.: 06800.541 | |
| 2015 Original Levy | \$ - | 2015 Original Levy | \$ - |
| 2015 Supplemental #6 | 4,389.68 | 2015 Supplemental #6 | 4,718.69 |
| 2015 Supplemental #10 | 50.17 | 2015 Supplemental #10 | (1,991.31) |
| Total 2015 Levy | 4,439.85 | Total 2015 Levy | 2,727.38 |
| 2015 Penalty | 443.99 | 2015 Penalty | 272.74 |
| | 4,883.84 | | 3,000.12 |
| 2016 Interest (Feb 7 - Dec 31) | 250.16 | 2016 Interest (Feb 7 - Dec 31) | 153.67 |
| | 5,134.00 | | 3,153.79 |
| 2017 Interest (Jan 1 - Sept 30) | 218.88 | 2017 Interest (Jan 1 - Sept 30) | 134.46 |
| | 5,352.88 | | 3,288.25 |
| 2017 Interest (Oct 1 - Dec 31) | 83.65 | 2017 Interest (Oct 1 - Dec 31) | 51.39 |
| | 5,436.53 | | 3,339.64 |
| Payment | (4,439.85) | Payment | (2,727.38) |
| | \$ 996.68 | | \$ 612.26 |

Pursuant to Section 781 of the *Local Government Act*, the City must obtain the approval of the Inspector of Municipalities to dispose of assets, which includes the recording of uncollectable accounts and the reversal of penalties and interest.

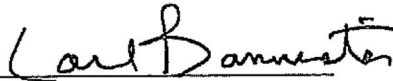
Mayor Cooper and Members of Council
Memorandum - Penalties and Interest - \$1,608.94
Shuswap Lakes Vacations Inc.

96
71

Council may consider passing a motion to request the Inspector of Municipalities to authorize the City of Salmon Arm to reverse the above referenced property tax receivables (i.e. penalties and interest) pursuant to Section 781 of the *Local Government Act* (though such a request may or may not be approved).

Council does not have the authority to reduce or remove property taxes unless permitted to do so pursuant to Section 781 of the *Local Government Act*, as authorized by the Inspector of Municipalities.

The current tenant, Sea Dog Rentals Inc., paid property taxes for the Lease and Sub-Lease of the Rolls / properties in 2017 and is responsible to pay them going forward.



Carl Bannister, MCIP, RPP
Chief Administrative Officer

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Item 9.3.

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council approve the Award for Design and Tender Services to WSP Canada Inc. for the total quoted price of \$31,190.00 plus taxes as applicable;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to WSP Canada Inc.

Vote Record

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

Opposed:

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



File: 2021-28

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor
 DATE: April 19, 2021
 SUBJECT: **ZONE 5 BOOSTER STATION – DESIGN & TENDER SERVICES AWARD**

STAFF RECOMMENDATION

THAT: Council approve the Award for Design and Tender Services to WSP Canada Inc. for the total quoted price of \$31,190.00 plus taxes as applicable.

And THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the works and to authorize sole sourcing of same to WSP Canada Inc.

BACKGROUND

The Zone 5 Booster Station is a below grade station situated at the intersection of 10 Avenue & 30 Street SE. The existing station was constructed in approximately 1975 and pumps water from Zone 4 to Zone 5 reservoir. The existing station is at the end of its useful life and cannot meet current Fire Flow demands for the Industrial Area, Airport and large Residential Areas that have been growing with new development over the past 5+ years.

In 2014 the City awarded Feasibility Study/Water Modeling, Detailed Design and Tender/Construction Services to Alpin Martin consultants Ltd. The Feasibility Study/Water Modelling component was completed in 2015, after which they were no longer considered to have the required resources to successfully complete the remainder of the project. The feasibility report confirmed that the existing supply/distribution system to the Zone 5 reservoir was inadequate and required upsizing.

In 2016 OPUS Dayton Knight (the second lowest proposal) was retained to complete the Detailed Design for the Booster Station and approximately 3.2kms of trunk main that was recommended for the full performance of the booster station to supply Zone 5 reservoir and Fire Flows to the area.

Preliminary construction estimates completed in 2016 resulted in projected construction costs far exceeding any potential available funding and were summarized as follows:

| | |
|------------------------|------------------------------------|
| Zone 5 Booster Station | \$1,950,000 – High Priority |
| Zone 5 Trunk Main | \$2,800.000 – Medium-High Priority |

The Zone 5 Booster Station is currently the highest priority, the Trunk Main installation can be delayed with a combination of distribution system upgrades and distribution system links.

Staff have requested a proposal from WSP (formerly OPUS Dayton Knight) to finalize the design and provide Tender/Construction services for the Booster Station. WSP have essential background knowledge, having completed the Detailed Design on this project and have completed many similar projects in the past.

Moving forward with construction of the Booster Station is contingent on funds being available for the overall estimated construction costs. The 2021 Capital Budget has \$1,000,000 of the project being funded from Water DCC Reserves with the remainder being funded from Long Term Debt. Upon completion of the Detailed Design review and update of the Opinion of Probable Cost, staff intend to move forward with the Alternative Approval Process (AAP) for the borrowing.

Subject to a successful AAP process, the AAP timelines and tenders coming in under budget, we anticipate starting construction in the spring 2022.


STAFF COMMENTS

Staff recommend moving forward with the Zone 5 Booster Station construction in 2021/22, followed by a series of Zone 5 Supply/Distribution upgrades until such a time as the costly Zone 5 Trunk is absolutely necessary.

WSP Canada Inc., will review and finalize the detailed design drawings that were completed in 2016, update the Construction Cost Estimate necessary for borrowing process and prepare tender package for tendering. Staff recommend award of Design & Tender Services to WSP Canada Inc. as per their proposal.

Although this project relies partially on borrowing for funding, approximately 30% (\$1,000,000) is currently available in DCC Water Reserves. Tendering of the project would not occur until 100% funding is legally available based on the 2021 Class A Construction Estimate.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

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Item 9.4

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to increase the Transportation Capital Project – “Universal LED Street Lighting Residential” funded from General Transportation Revenue – Other Sales of Service in the amount of \$75,000.00 (\$100,000.00 total project budget) received as a result of over-billed BC Hydro Lease Lights.

Vote Record

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

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



File: 2021-55

TO: His Worship Mayor Harrison and Members of Council
 FROM: Robert Niewenhuizen, Director of Engineering and Public Works
 PREPARED BY: Tim Perepolkin, Capital Works Supervisor
 DATE: April 20, 2021
 SUBJECT: **BC HYDRO STREET LIGHT INVENTORY – LED CONVERSION - UPDATE**

STAFF RECOMMENDATION

THAT: The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to increase the Transportation Capital Project – “Universal LED Street Lighting Residential” funded from General Transportation Revenue – Other Sales of Service in the amount of \$75,000.00 (\$100,000 total project budget) received as a result of over-billed BC Hydro Lease Lights.

BACKGROUND

In 2018 staff completed a review of BC Hydro lease lights and discovered a discrepancy in the quantity of lights in place vs quantity invoiced. The discrepancy was reported to BC Hydro and they initiated a review, which confirmed a discrepancy. BC Hydro felt a detailed audit was necessary to confirm the discrepancy and allow moving forward with their Province wide LED conversion program. Staff worked with BC Hydro through the audit process with a final resolution being reached in March 2021 confirming that BC Hydro would be refunding the City \$75,023.35 for streetlight overcharges under the BC Hydro Rate 1701 account.

BC Hydro is proceeding with an LED conversion program for all Municipalities in BC to convert their lease lights to LED. The scope of the program includes approximately 90,000 lights in Municipalities across BC and is expected to take 4 years to complete. BC Hydro has confirmed that the City of Salmon Arm is tentatively schedule to have their BC Hydro lease lights converted to LED's in the fall of 2021. BC Hydro will keep the staff informed of the actual conversion start date as they progress thru their Province wide LED conversion program.

The City streetlight inventory includes approximately 870± City owned lights and 700± BC Hydro lease lights. To date approximately 20% of the City owned streetlights have been converted to LED.

LED STREET LIGHTING UPGRADE PROGRAM - UPDATE
Page 2

STAFF COMMENTS

2021 is the first year the City Capital Budget included funding for LED Street Lighting conversions (\$25,000 Residential and \$10,000 Cobra Heads). Changing old streetlights to LED technology significantly reduces operation and maintenance costs.

Staff recommend utilizing this current BC Hydro refund credit for LED Street Light conversions of the City residential lights. Utilizing the full refund credit would allow conversion of approximately 20% of the City Residential Street Lights to LED resulting in an approximate hydro power savings of \$6,588/yr. (180 LED's @ \$3.05 ea./mo.).

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

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Item 9.5

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council approve the purchase of one spare floc tank mixer at a price of \$12,963.00 plus applicable taxes;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in the procurement of the material and to authorize sole sourcing of same to the federal distributor of this product Hayward Gordon.

Vote Record

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

Opposed:

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

File: 2021-09

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: April 14, 2021
SUBJECT: **SPARE FLOC MIXER – WATER PLANT**

STAFF RECOMMENDATION

THAT: Council approve the purchase of one spare floc tank mixer at a price of \$12,963 plus applicable taxes.

AND THAT: The City's Purchasing Policy No. 7.13 be waived in the procurement of the material and to authorize sole sourcing of same to the federal distributor of this product Hayward Gordon.

BACKGROUND

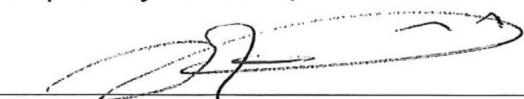
The Canoe Water Treatment Plant was placed online in May 2009 to treat the raw water from the Shuswap Lake to meet the parameters specified under the Drinking Water Protection Act. The City utilizes a direct filtration process followed by Ultra Violet and Chlorine disinfection prior to distribution to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

The treatment process itself involves the addition of coagulating chemicals to the raw water at the head of the plant followed by gentle mixing in the flocculation tanks to produce larger diameter particles for removal during filtration. Six mixers run 24 hours a day every day of the year. If a mixer were to fail the treatment train would be hindered affecting the water quality produced. Staff has sourced a matching spare Hayward Gordon mixer for replacement if such a failure were to occur.

STAFF COMMENTS

Hayward Gordon is the manufacturer and only distributor for this product in Canada. 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 materials.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Item 9.6

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the '4X4 Dump/Snow/Plow Truck' in the amount \$7,000.00, which includes the additional funds, PST and miscellaneous costs for radio purchase, GPS, etc. reallocated from funds from the Equipment Reserve;

AND THAT: Council approve the purchase of the replacement of Unit #32 - 4X4 Dump/Snow/Plow Truck, from Metro Motors Ltd. For the quoted amount of \$111,963.00 plus taxes as applicable.

Vote Record

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

Opposed:

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



File: ENG 2021-00-03

TO: His Worship the Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Darin Gerow, Manager of Roads & Parks

DATE: April 19, 2021

SUBJECT: **PURCHASE RECOMMENDATION FOR REPLACEMENT OF UNIT #32 – 4X4 DUMP/SNOW/PLOW TRUCK**

STAFF RECOMMENDATION

THAT: The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the '4x4 Dump/Snow/Plow Truck' in the amount of \$7,000.00, which includes the additional funds, PST, and miscellaneous costs for radio purchase, GPS, etc. reallocated from funds from the Equipment Replacement Reserve Fund.

AND THAT: Council approve the purchase of the replacement of Unit #32 – 4x4 Dump/Snow/Plow Truck, from Metro Motors Ltd. for the quoted amount of \$111,963.00 plus taxes as applicable.

BACKGROUND

The City of Salmon Arm Public Works Department Unit #32 is a 2011 Dodge 5500 with snowplow, sander, and dump box. In summer, it is utilized by parks small lawns crew to transport mowers and haul grass clippings. In winter, it is solely used as a plow and spreader for snow & ice control. In all shoulder seasons, it is used as a truck to transport heavy material or tow heavy machinery. It is an asset to the fleet 365 days a year. As it has reached 10 years of service, it is flagged for replacement.

A Request for Quotation was first issued February 17, 2021 and we incurred some unexpected issues & concerns with the submissions:

- We included a trade in option within the initial Request for Proposal. Two of the four proposals indicated 'no trade-in' whereas the other two were lower than we anticipated. Within the last three years we have completed significant work to this truck: New Winter Tires (2020), Major DEF System Work (2019), Snow Plow Rebuild (2019) and Transmission Rebuild (2018). As of March 2021 this unit has less than 100,000kms. For the proposed trade-in values, we are much better off to keep this truck in the fleet as it will continue to be used for daily operations.

- Around the same time our proposal closed, it was declared the 22,000 GVWR truck would no longer offer diesel engines in 2022. As the 2021 cab/chassis have already been spoken for and after much deliberation and research it was determined that a gasoline engine may be a great option for this truck, and
- All submissions were over budget

From these findings, we chose to resubmit the Request for Proposal, changing our specification from diesel engine to a gasoline engine.

The second Request for Proposal was advertised on BC Bid for the supply & delivery of a 4x4 Dump/Snow/Plow Truck on March 23, 2021. Six (6) companies quoted, and were received on April 14, 2021, as follows:

| Company | Model | Sub-Total Price | Price Incl. Tax |
|--|-----------------|-----------------|-----------------|
| Metro Motors Ltd., Port Coquitlam, BC | 2022 Ford F-600 | \$ 111,963.00 | \$ 125,398.56 |
| Orchard Ford Sales Ltd. Kelowna, BC | 2022 Ford F-600 | \$ 113,281.00 | \$ 126,874.72 |
| Falcon Equipment Ltd. Surrey, BC | 2022 Ford F-600 | \$ 117,980.00 | \$ 132,137.60 |
| Mainland Ford Ltd, Surrey | 2022 Ford F-600 | \$ 120,052.00 | \$ 134,458.24 |
| Fort Garry Industries Ltd. Langley, BC | 2022 Ford F-600 | \$ 121,104.00 | \$ 135,636.48 |
| System One Manufacturing Inc. Edmonton, AB | 2022 Ford F-550 | \$ 147,799.00 | \$ 165,534.88 |

Staff have reviewed all submitted quotes and the submission of Metro Motors Ltd. has satisfactorily met all specified details.


The question may arise, why replace a truck with such low mileage? – Winter is very tough on equipment and the older the equipment the more breakdowns occur. To be successful during a snowstorm, all available equipment and workers must be on the roads. With breakdowns inevitable, backup trucks are desirable. By keeping existing Unit #32 in the fleet, we anticipate another, at minimum, 3-5 years of life from this truck. The truck would remain as an everyday work truck, needed greatly while fully staffed. Within winter months, this truck will act as a backup, which will significantly improve our snow & ice operations while incurring the inevitable breakdowns. In addition, with the certain trade in of Unit #78 – 2007 Dodge 5500 in the near future, we will be losing our 'winter back up truck'. Unit #78 could only plow snow and does not apply material, by keeping Unit #32 we will be able to plow and apply material. Keeping this truck in the fleet, we will push off the need for an additional capital purchase of a similar truck in the very near future.

The specification included a requirement for a 22,000lb GVWR. With this GVWR we can achieve an increase of approximately 1.5 cubic yards in the sander for winter operations. Compared to our similar existing trucks of 3.0 cubic yards, this increase can save one fill of material in a 10 hour shift. A round trip to fill can be upwards of 40-60 minutes! With this larger hopper it may keep the truck on the road for another 35-50 hours in an average winter. A simple, but large victory.

Metro Motors Ltd is based out of Port Coquitlam and have previously supplied units to the City of Salmon Arm.

The approved funding for this purchase is \$115,000 from the 2021 Machinery & Equipment Capital Budget. We recommend the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the purchase of the '4x4 Dump/Snow/Plow Truck' in the amount of \$7,000.00 which includes the additional funds, PST, and miscellaneous costs for radio purchase/installation, etc. reallocated from funds from the Equipment Replacement Reserve Funds and that the truck purchase be awarded to Metro Motors Ltd., for the quoted price of \$111,963.00 plus taxes as applicable.

Respectfully submitted,



Robert Niewenhuizen, AScT
Director of Engineering and Public Works

cc Chelsea Van de Cappelle, CFO

Item 9.7

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: Staff be authorized to proceed with the preliminary design of the Lakeshore Road Stabilization project based on Option 1 included within the 'Cost-Benefit Analysis for Road Rehabilitation of Lakeshore Road NE between 10th Ave NE and 20th Ave NE, Salmon Arm' (Onsite Engineering Ltd., 2020).

Vote Record

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

Opposed:

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



File: 2019-47

TO: His Worship Mayor Harrison and Members of Council

FROM: Robert Niewenhuizen, Director of Engineering and Public Works

PREPARED BY: Jenn Wilson, City Engineer

DATE: January 29, 2021

SUBJECT: **LAKESHORE ROAD STABILIZATION – OPTION SELECTION**

STAFF RECOMMENDATION

THAT: Staff be authorized to proceed with the preliminary design of the Lakeshore Road Stabilization project based on Option 1 included within the 'Cost-Benefit Analysis for Road Rehabilitation of Lakeshore Road NE between 10th Ave NE and 20 Ave NE, Salmon Arm' (Onsite Engineering Ltd., 2020)

BACKGROUND

Lakeshore Road NE between 10 and 20 Avenue NE has been subject to ongoing failures over many decades and several failures in the last few years. Several geotechnical studies have been commissioned over this stretch of roadway and many improvements completed reducing the severity of the failures.

Due to a multitude of failures over a short period of time, the City commissioned a geotechnical review of the entirety of the approximately four (4) kilometer section of Lakeshore between 10 and 20 Avenue NE. The report titled 'Geotechnical Investigations and Report; Lakeshore Drive NE Slope Assessment; From 10th Ave NE to 20th Ave NE, Salmon Arm, BC' was completed by Fletcher Paine Associates Ltd. (FPA) and dated August 16, 2018. The report indicated that portions of roadway had concerning factors of safety and were subject to potential catastrophic failure.

The City subsequently commissioned a cost/benefit analysis of future rehabilitation options; Onsite Engineering Ltd. (OEL) was the successful proponent and completed the report in the winter of 2020.

OEL reviewed the site and previous geotechnical reports and conducted further geotechnical inspections and reviews (such as water table monitoring). The report concluded that there are multiple locations that have a high risk of damage to the Road Infrastructure and high risk of injury/loss of life. Presence of water can exacerbate slope instability significantly and as such various potential water sources are identified.

Short-term recommendations were identified that lower the risk to moderate to low for risk of injury/loss of life and moderate to low (with one exception) of damage to the road infrastructure and are represented in Options 1 to 3 discussed below. A fourth option, ongoing patching and repairs were included for comparison purposes only.

Option 1: Two-way Urban Collector Road with AT Corridor

Lakeshore Road is reconstructed as a two-way Urban Collector road with the addition of active transportation facilities. The report considers construction of a multi-use path on the north side of the road and sliding the majority of the road to the south where possible to improve the overall factor of safety. Drainage improvements are recommended throughout to provide safe drainage paths for surface and groundwater and drain groundwater sources as appropriate. Replacement of the aged watermain along Lakeshore is recommended to avoid catastrophic failure. In this option the MUP would likely be subject to failure over time (higher maintenance costs as compared to an average MUP) as it would be located mostly along the top of slope; however, due to slower speed and lower volumes and weights of users, the risk is considerably lower for a MUP versus a roadway. Option 1 requires the most amount of land acquisition as the road requires shifting further to the south. Option 1 is estimated to cost \$2,200,000 (Class 'D' OPC).

Option 2: One-way Urban Local Road with AT Corridor

Lakeshore Road is reconstructed as a local traffic only one-way Urban Local road with the addition of active transportation facilities. The report considers removing the north lane and replacing it with a multi-use path. Drainage improvements are recommended throughout to provide safe drainage paths for surface and groundwater and drain groundwater sources as appropriate. Replacement of the aged watermain along Lakeshore is recommended to avoid catastrophic failure. Option 2 requires minimal land acquisition. Option 2 is estimated to cost \$1,600,000 (Class 'D' OPC).

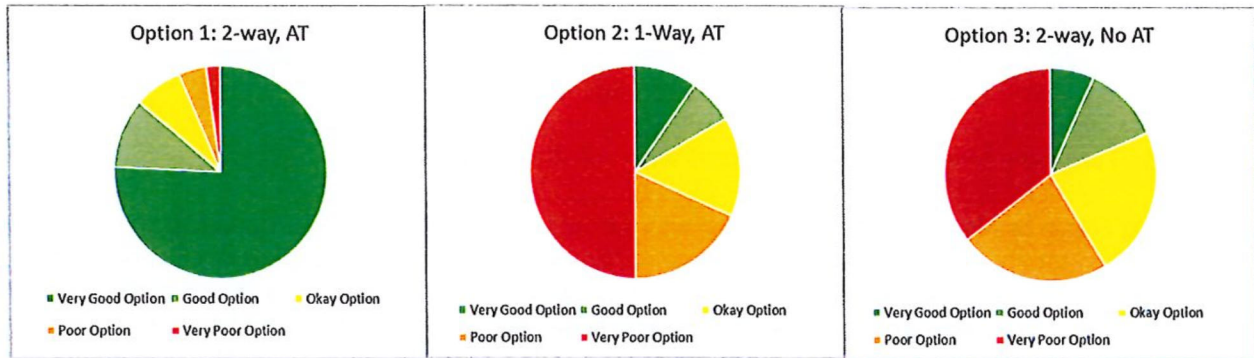
Option 3: Two-way Urban Collector Road without AT Corridor

Lakeshore Road is reconstructed as a two-way collector road without the addition of active transportation facilities. The report considers sliding the majority of the road to the south where possible to improve the overall factor of safety. Drainage improvements are recommended throughout to provide safe drainage paths for surface and groundwater and drain groundwater sources as appropriate. Replacement of the aged watermain along Lakeshore is recommended to avoid catastrophic failure. Option 3 requires a moderate amount of land acquisition; some land is required to shift the road to the south. Option 3 is estimated to cost \$1,800,000 (Class 'D' OPC).

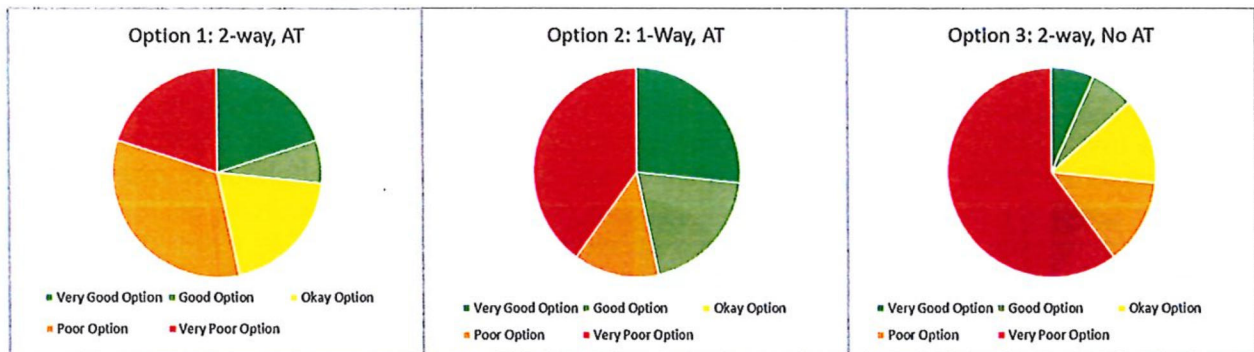
Option 4: Patch and Repair

Lakeshore Road would be patched and repaired as necessary. This leaves the high risk to injury/loss of life and damage to the road infrastructure. Option 4 requires no land acquisition. Option 4 is estimated to cost \$600,000 (Class 'D' OPC).

Council directed Staff to request feedback from the public regarding Options 1, 2 (Southbound One-way) and 3. Approximately 570 submissions were received. A visual summary of the results is presented in the pie charts below.



The residents fronting the affected portion of Lakeshore had a significantly different view point from the average respondent. Approximately 1/3 to 1/2 of the fronting residents responded to the request for input. A visual summary of the responses from the fronting residents is presented in the pie charts below.



STAFF COMMENTS

Staff reviewed the options from several perspectives as discussed below.

Road Connectivity

Lakeshore Road between 10 and 20 Avenue NE is identified as an Urban Collector Road in the Official Community Plan and forms an integral part of Salmon Arm's road network. The only detour available should Lakeshore be downgraded into a one-way road for users to and from the downtown would be along 20 Street NE, 11 Avenue NE and 10 Avenue NE. At best the detour would add 800m and would add significant pressure to the intersection of 20 Street and 11 Avenue NE. At worst, homeowners along Lakeshore could be subject to up to a 3km detour to get around and back to their homes when traveling against the one-way designation. Due to the significant distance of the detour, it is likely that enforcement of one-way traffic will be difficult.

One-way traffic will also result in additional costs from external intersection and road improvements necessary to accommodate the increase of traffic along the detour routes. The added distance of the detour routes appears to be an inefficient solution in respect to dealing with the traffic flows, travel time and from an environmental point of view.

Two-way traffic provides better connection and keeps redundancy in the road network in case of a failure (downed trees, slope failure, etc.) or planned closure (utility maintenance and repair). An example to consider is how traffic would flow in each the one-way and two-way scenarios if the affected portion of Lakeshore had to be closed to through traffic to replace a sanitary service. Maintaining the existing traffic patterns will help elongate the service life of the surrounding roads and intersections.

Traffic Safety

Although one-way traffic is generally considered safer for vehicular traffic by eliminating risk of head-on collisions, staff are concerned about the safety of Option 2. Due to the lack of connectivity of the road network surrounding the subject portion of Lakeshore Road the 'detour' length is 3km in length which will likely result from users 'cheating' the one-way routing. Response time for emergency services could be affected to the surrounding areas especially if coupled with other emergency factors such as damage caused in severe wind storms that often result in road blockages.

All three road improvement options result in narrowed laneways (3.5 – 3.8m) constrained by roadside barriers and curbing. Narrowed roadways and visual obstacles have been proven to result in traffic calming and increased safety. It is noted that Option 3 has slightly wider lanes than Option 1 and 2 and would therefore likely see higher speeds than the other two options.

Active Transportation

The Official Community Plan includes a proposed greenway along the subject stretch of Lakeshore Road. This route connects the downtown core to major residential development and is a relatively straight, flat route. There is connectivity to Dodd's trail and unofficially to the foreshore trail at 17 Avenue NE. Staff continue to support the OCP recommendation and overall Active Transportation goals and believe the slope stabilization improvements along Lakeshore offer a unique opportunity to improve the Active Transportation Network to include a safe separated Multi-Use path along the subject area.

Staff presented Options 1, 2 (southbound) and 3 to both the Greenways Liaison Committee and the Active Transportation Committees as part of the public consultation process. The Greenways Liaison Committee supported Option 1 and the Active Transportation Committee supported any Option that included an Active Transportation Corridor (Option 1 and 2).

Land Acquisition

Land Acquisition can be difficult and can add cost and significant delays to a project. Responses from the property owners along Lakeshore indicated that they are generally not supportive about having the roadway moved closer to their homes or giving up additional land. Option 1 requires acquisition from ten (10) properties totaling approximately 1162 m², Option 2 from three (3) properties totaling approximately 32 m² and Option 3 from ten (10) properties totaling approximately 550 m². It is anticipated that significant project costs may be added in order to offset issues created for the fronting property owners.

Staff Recommendation

Further to the above, despite the property acquisition obstacles, staff recommend that Council authorize staff to proceed with the next steps of the Lakeshore Road Stabilization project, which is the preliminary/detailed design, based on Option 1 – two-way Urban Collector road including Multi-Use Path. This option best achieves the Official Community Plan goals. Staff are optimistic that the addition of the multi-use path, frontage improvements (curb & gutter, drainage), and other potential project additions such as fencing or vegetation screening will be incentive for homeowners to work cooperatively with the City.

The highest priority is to minimize the risk to the public while maintaining current service levels. Staff note that installation of the multi-use path is an increase to the current service level.

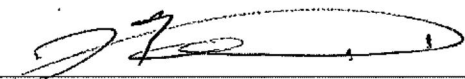
Staff originally envisioned four phases to the project; however, further to public feedback regarding the importance of the active transportation route, staff now suggest Phase 3 & 4 be completed together:

- Phase 1: Preliminary and Detailed Design of the road improvements and multi-use path;
- Phase 2: Underground improvements (replacement of watermain, installation of drainage improvements);
- Phase 3: Road improvements (road structure, paving, curb and gutter); and
- Phase 4: Multi-use Path construction

The City included funding for Phase 1 and 2 works within the 2021 budget. Phase 3 & 4 would be included within the 2022 budget and staff envision applying for grants for Phase 4.

Council may also wish to consider additional measures to meet concerns raised by the fronting residents such as restricting commercial truck traffic along the route or additional traffic calming measures to reduce travel speeds. Introducing significant traffic calming would 'encourage' use of alternate routes but protect the connectivity of the overall road network.

Respectfully submitted,



Robert Niewenhuizen, ASCT
Director of Engineering and Public Works

Item 9.8

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council of the City of Salmon Arm has no objection to a Patron Participation Entertainment Endorsement for events occurring within licensed area of the facility;

AND THAT: Council of the City of Salmon Arm is opting out of the comment and public consultation process.

Vote Record

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

Opposed:

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

CITY OF
SALMON ARM

TO: His Worship Mayor Harrison and Council
DATE: April 09, 2021
SUBJECT: R.J. Haney Heritage Village & Museum
781 – Highway 97B NE
AGENT: Susan Mackie

MOTION FOR CONSIDERATION:

BE IT RESOLVED THAT: Council of the City of Salmon Arm has no objection to a Patron Participation Entertainment Endorsement for events occurring within licensed areas of the facility.

AND THAT: Council of the City of Salmon Arm is opting out of the comment and public consultation process.

BACKGROUND: The applicant has provided a description of the application which is attached as Appendix 1. A site plan is attached as Appendix 2.



Maurice Roy, RBO/CRBO
Manager of Permits & Licensing

MR:mr

| | |
|------------|------------------------|
| Appendix 1 | Applicants Description |
| Appendix 2 | Site Plans |

Appendix 1

Dear Council

R.J. Haney Heritage Village & Museum has submitted an application to LCRB for a Primary Food Licence for the Sprig of Heather restaurant. The association has also applied for a Patron Participation Entertainment Endorsement. This is an additional term and condition on a Food Primary Licence that permits patrons' active involvement in entertainment or results in patrons leaving their seats, such as dancing or karaoke.

In past years the Village has operated liquor sales by applying for Special Event Permit for each community event like Dinner Theatre, the Soiree, the Burger and Beer Event and Harvest Celebration. For weddings, corporate or private functions, the client applied for the SEP. The Primary Food Licence and Patron Participation Entertainment Endorsement will allow Haney to operate the same as in the past without applying for each license separately.

Yours truly,
Susan Mackie

APRIL 02/21

CITY OF
SALMON ARM

FOOD PRIMARY RESTAURANT 60 PERSONS
FOOD PRIMARY PATIOS 670 PERSONS

TOTAL OCCUPANT LOAD

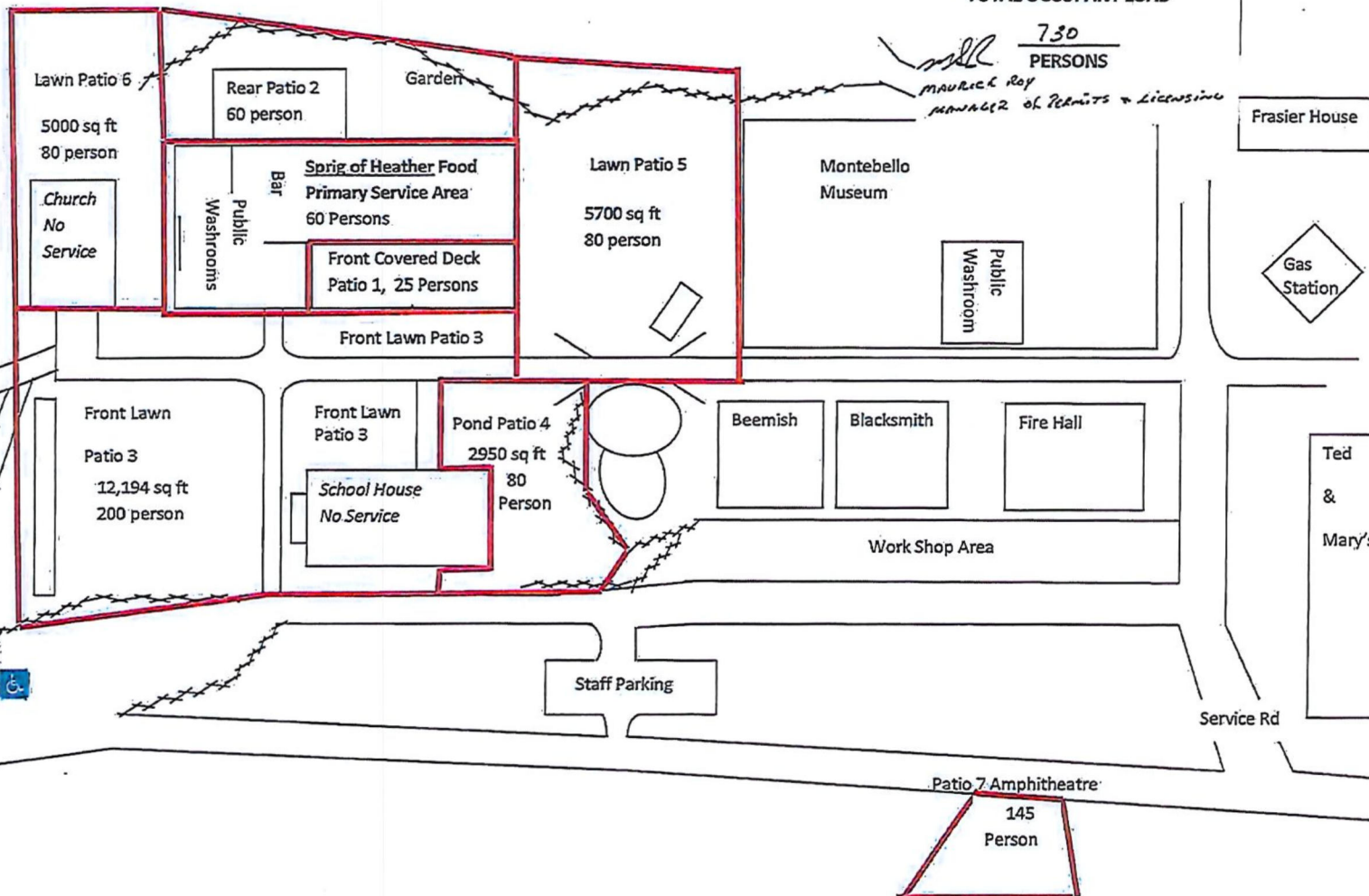
730
PERSONS

MAURICK ROY
MANAGER OF PERMITS & LICENSING

Food Primary Licence Application
Patio Areas at R.J. Haney Heritage Village &
Museum Salmon Arm, BC



Salmon
Valley
Homestead



SMALL CITY,
BIG MUSEUM
SALMON ARM

Item 9.9

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to include the purchase of a van and associated outfitting for the Visitor Services department in the amount of \$21,600.00 and that it be funded by reducing Visitor Services – Contracted Services by same;

AND THAT: Council award the purchase of a 2015 Chevrolet City Express 1Lt Van from Salmon Arm Chevrolet Buick GMC Ltd. in accordance with their quoted price of \$16,500.00 plus taxes as applicable.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

TO: His Worship Mayor Harrison & Members of Council
DATE: April 21, 2021
SUBJECT: Visitor Services Vehicle Purchase

MOTION FOR CONSIDERATION

THAT: the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to include the purchase of a van and associated outfitting for the Visitor Services department in the amount of \$21,600.00 and that it be funded by reducing Visitor Services – Contracted Services by same;

AND THAT: Council award the purchase of a 2015 Chevrolet City Express 1Lt Van from Salmon Arm Chevrolet Buick GMC Ltd. in accordance with their quoted price of \$16,500.00 plus taxes as applicable.

BACKGROUND

The Visitor Services Strategy, which was received by Council in early 2021, provides a recipe for creating a reimagined visitor experience in Salmon Arm. Since that time, staff have been moving forward with implementation, including sourcing a mobile Visitor Services unit that will both provide transportation for the Visitor Services Street Team and celebrate our community branding.

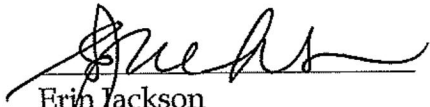
Staff initially thought that the ideal mobile unit would be a Class C Motorhome, but after researching the cost associated with a long term rental (May to September) and considering that it may be driven by summer students, it was determined that a smaller, more economical vehicle would be most suitable.

In an effort to source a vehicle, staff sent an informal request to all local dealerships to find out what they could offer. Two responses were received (Ian Gray's Salmon Arm GM and Braby Motors); however, the suggested units were still not ideal for the intended use. Ian Gray expressed interest in helping the City to find something that would work and was able to bring in a 2015 City Express Van that will be functional and can be fully wrapped with the Salmon Arm word mark and branding. The van will be able to transport two staff members, the beach

cruiser bikes, a tent and other equipment and materials required for set-up at venues or events in the area.

Staff recommend purchasing the van, having it wrapped and outfitted with mobile racks for print materials. There are adequate funds available within the Visitor Service budget to cover these expenditures.

Respectfully Submitted,



Erin Jackson
Director of Corporate Services

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Item 11.1

CITY OF SALMON ARMDate: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4446 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4442 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Police Vehicle Replacement Reserve Fund Expenditure Bylaw No. 4443 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm Fire Department Building/Equipment Reserve Fund Expenditure Bylaw No. 4444 be read a final time;

AND FURTHER THAT: the bylaw entitled City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4445 be read a final time.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4446

A bylaw to amend the 2020 to 2024 Financial Plan

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2020 to 2024;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

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

1. "Schedule "A" of "City of Salmon Arm 2020 to 2024 Financial Plan Bylaw No. 4423 is hereby deleted in its entirety and replaced with 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 for all purposes as "City of Salmon Arm 2020 to 2024 Financial Plan Amendment Bylaw No. 4446".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4446

City of Salmon Arm**2020 - 2024 Financial Plan**

| | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|--|---------------------|---------------------|----------------------|----------------------|----------------------|
| Consolidated Revenues | | | | | |
| Property and MRDT Taxes - Net | \$ 19,240,200 | \$ 19,592,820 | \$ 19,984,676 | \$ 20,384,370 | \$ 20,792,057 |
| Frontage & Parcel Taxes | 3,640,055 | 3,673,055 | 3,746,516 | 3,821,446 | 3,897,875 |
| Sales of Service | 8,020,370 | 8,528,585 | 8,699,157 | 8,873,140 | 9,050,603 |
| Revenue From Own Sources | 2,516,105 | 2,308,445 | 2,354,614 | 2,401,706 | 2,449,740 |
| Rentals | 776,910 | 467,435 | 476,784 | 486,320 | 496,046 |
| Federal Government Transfers | - | - | - | - | - |
| Provincial Government Transfers | 4,284,555 | 363,100 | 370,362 | 377,769 | 385,324 |
| Other Government Transfers | 212,704 | 227,615 | 232,167 | 236,810 | 241,546 |
| Transfer From Prior Year Surplus | 1,056,105 | 570,520 | 581,930 | 593,569 | 605,440 |
| Transfer From Reserve Accounts | 6,533,330 | 1,760,715 | 1,795,929 | 1,831,848 | 1,868,485 |
| Transfer From Reserve Funds | - | - | - | - | - |
| Total Consolidated Revenues | \$46,280,334 | \$37,492,290 | \$ 38,242,135 | \$ 39,006,978 | \$ 39,787,116 |
| Consolidated Expenditures | | | | | |
| General Government Services | \$ 3,690,940 | \$ 3,914,160 | \$ 3,992,443 | \$ 4,072,292 | \$ 4,153,738 |
| Protective Services | 5,421,990 | 6,123,070 | 6,245,531 | 6,370,442 | 6,497,851 |
| Transportation Services | 5,496,775 | 5,475,455 | 5,584,964 | 5,696,663 | 5,810,596 |
| Environmental Health Services | 80,862 | 55,010 | 56,110 | 57,232 | 58,377 |
| Environmental Development Service | 2,547,500 | 2,671,025 | 2,724,446 | 2,778,935 | 2,834,514 |
| Recreation and Cultural Services | 3,985,605 | 4,977,130 | 5,076,673 | 5,178,206 | 5,281,770 |
| Fiscal Services - Interest | 1,313,673 | 1,272,088 | 1,297,530 | 1,323,481 | 1,349,951 |
| Fiscal Services - Principal | 1,162,910 | 1,204,180 | 1,228,264 | 1,252,829 | 1,277,886 |
| Capital Expenditures | 3,569,310 | 3,737,750 | 2,332,092 | 3,034,371 | 2,929,967 |
| Transfer to Surplus | - | - | - | - | - |
| Transfer to Reserve Accounts | 12,898,869 | 2,043,422 | 3,564,702 | 2,980,359 | 3,205,054 |
| Transfer to Reserve Funds | 1,493,800 | 1,088,700 | 1,110,474 | 1,132,683 | 1,155,337 |
| Water Services | 2,506,300 | 2,708,950 | 2,763,129 | 2,818,392 | 2,874,760 |
| Sewer Services | 2,111,800 | 2,221,350 | 2,265,777 | 2,311,093 | 2,357,315 |
| Total Consolidated Expenditures | \$46,280,334 | \$37,492,290 | \$ 38,242,135 | \$ 39,006,978 | \$ 39,787,116 |

2020 - 2024 Financial Plan**City of Salmon Arm**

| 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|----------------|----------------|----------------|----------------|----------------|
|----------------|----------------|----------------|----------------|----------------|

Capital Projects**Finances Acquired**

| | | | | | |
|------------------------------|----------------------|----------------------|---------------------|---------------------|---------------------|
| General Operating Fund | \$ 2,296,310 | \$ 2,251,750 | \$ 1,305,092 | \$ 1,959,371 | \$ 1,954,967 |
| Water Operating Fund | 662,000 | 766,000 | 500,000 | 500,000 | 800,000 |
| Sewer Operating Fund | 611,000 | 720,000 | 527,000 | 575,000 | 175,000 |
| Federal Government Grants | 3,002,256 | 2,297,956 | - | - | - |
| Provincial Government Grants | 5,497,256 | 4,772,956 | - | - | - |
| Prior Year Surplus | 50,000 | 18,000 | - | - | - |
| Reserve Accounts | 14,015,913 | 10,682,865 | 15,000 | 340,000 | 1,200,000 |
| Reserve Funds | 2,446,500 | 4,548,965 | 710,000 | 550,000 | 1,122,000 |
| Development Cost Charges | 604,000 | 1,612,750 | 3,335,000 | 3,445,000 | 3,373,000 |
| Short Term Debt | - | - | - | - | - |
| Long Term Debt | 2,348,000 | 7,824,925 | - | - | 500,000 |
| Developer Contributions | 1,205,530 | 2,306,000 | 44,000 | 40,000 | 40,000 |
| Total Funding Sources | \$ 32,738,765 | \$ 37,802,167 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |

Finances Applied

| | | | | | |
|-------------------------------|----------------------|----------------------|---------------------|---------------------|---------------------|
| Transportation Infrastructure | \$ 22,221,502 | \$ 21,045,892 | \$ 3,622,000 | \$ 3,619,500 | \$ 5,219,500 |
| Buildings | 461,793 | 1,817,365 | 144,000 | 458,500 | 140,000 |
| Land | - | - | - | 300,000 | - |
| IT Infrastructure | 228,600 | 257,800 | 55,000 | 65,000 | 185,000 |
| Machinery and Equipment | 1,895,925 | 1,699,965 | 513,092 | 443,871 | 397,967 |
| Vehicles | 655,000 | 1,704,000 | - | - | - |
| Parks Infrastructure | 1,908,120 | 1,850,030 | 260,000 | 262,500 | 782,500 |
| Utility Infrastructure | 5,367,825 | 9,427,115 | 1,842,000 | 2,260,000 | 2,440,000 |
| Total Capital Expense | \$ 32,738,765 | \$ 37,802,167 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |

Departmental Summary:

| | 2020 Budget | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|------------------------------------|----------------------|----------------------|---------------------|---------------------|---------------------|
| General Government Services | \$ 201,970 | \$ 193,770 | \$ 122,500 | \$ 138,500 | \$ 208,500 |
| Protective Services | 1,034,800 | 2,159,550 | 140,000 | 55,000 | 55,000 |
| Transportation Services | 23,315,847 | 23,106,202 | 3,918,500 | 4,233,500 | 5,518,500 |
| Environmental Health Services | 56,510 | 53,510 | 2,500 | 327,500 | 27,500 |
| Environmental Development Services | - | - | - | - | - |
| Recreation and Cultural Services | 2,605,428 | 2,444,520 | 335,592 | 319,871 | 840,467 |
| Water Services | 3,478,000 | 6,380,000 | 1,390,000 | 1,760,000 | 2,340,000 |
| Sewer Services | 2,046,210 | 3,464,615 | 527,000 | 575,000 | 175,000 |
| Total by Department | \$ 32,738,765 | \$ 37,802,167 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 |

Schedule "B" – Bylaw #4446
2020 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2020. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

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

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

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

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

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

Schedule "B" – Bylaw #4446
2020 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

| Revenue Source | Percentage to Total Revenue Includes Conditional Government Transfers | Percentage to Total Revenue Excludes Conditional Government Transfers |
|---|--|--|
| Property Taxes | 37.91% | 47.51% |
| Parcel Taxes | 7.17% | 8.99% |
| User Fees, Charges and Interest Income | 22.30% | 27.93% |
| Other Sources | 27.99% | 9.77% |
| Proceeds From Borrowing | 4.63% | 5.80% |
| | 100.00% | 100.00% |

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

The City has reviewed the property tax multiple structure and adjusted the property tax multiple for Class 4 (Major Industry) by shifting \$50,000.00 in general municipal taxes from Class 4 (Major Industry) to Class 1 (Residential) for the taxation year 2020 in keeping with its objective to maintain tax stability while maintaining equality between property classes.

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

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

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

Schedule "B" – Bylaw #4446
2020 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

| Property Class | 2020 Tax Rate | Class Multiple | Percentage to Total Property Tax | Percentage to Total Property Assessment Value |
|-------------------------|---------------|----------------|----------------------------------|---|
| Residential | 3.8984 | 1.00:1 | 66.25% | 85.27% |
| Utilities | 23.7386 | 6.09:1 | 0.83% | 0.18% |
| Supportive Housing | 0.000 | 0.00:1 | 0.00% | 0.00% |
| Major Industry | 66.4164 | 17.04:1 | 2.81% | 0.21% |
| Light Industry | 10.6288 | 2.73:1 | 2.47% | 1.17% |
| Business | 10.6288 | 2.73:1 | 26.93% | 12.72% |
| Managed Forest Land | 7.9356 | 2.04:1 | 0.00% | 0.00% |
| Recreational/Non Profit | 2.8219 | 0.72:1 | 0.12% | 0.22% |
| Farm | 12.7025 | 3.26:1 | 0.59% | 0.23% |

3. The City adopted a Permissive Tax Exemption Policy in 1998 which outlines the eligibility criteria to receive a permissive tax exemption. The Annual Municipal Report for 2019 contains a schedule of permissive tax exemptions granted for the year and the amount of tax revenue exempted.

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

Table 3: Permissive Tax Exemptions

| Organization | General Municipal Tax Exemption | Other Government Tax Exemption | Total |
|----------------------|---------------------------------|--------------------------------|------------------------|
| Churches | \$ 46,063.50 | \$ 36,955.00 | \$ 83,018.50 |
| Non Profit Societies | 392,803.00 | 222,863.00 | 615,666.00 |
| Senior Centers | 19,338.00 | 9,601.00 | 28,939.00 |
| Other | 13,754.00 | 10,356.00 | 24,110.00 |
| Sports Clubs | 290,408.00 | 149,213.00 | 439,621.00 |
| Total | \$ 762,366.50 | \$ 428,988.00 | \$ 1,191,354.50 |

Schedule "B" – Bylaw #4446
2020 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

| Area | 2015 General Municipal Tax Exemption | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption | 2020 General Municipal Tax Exemption |
|---|--|--|--|--|--|--|
| C-2 "Downtown Commercial Zone" | \$ 45,846.66 | \$ 34,828.47 | \$ 29,851.20 | \$ 24,304.74 | \$ 24,657.03 | \$ 18,939.56 |

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

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

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

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

Schedule "B" – Bylaw #4446
2020 Revenue Policy Disclosure

Table 5: Revitalization Tax Exemptions

| Area | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption | 2020 General Municipal Tax Exemption |
|-------------------|--|--|--|--|--|
| "Industrial Zone" | \$ 0.00 | \$ 0.00 | \$ 5,425.51 | \$ 5,400.26 | \$ 7,614.60 |

CITY OF SALMON ARM

BYLAW NO. 4442

**A bylaw authorizing the expenditure of monies in the
Equipment Replacement Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Equipment Replacement Reserve Fund for the purpose of purchasing machinery and equipment;

AND WHEREAS there is an unappropriated balance in the Equipment Replacement Reserve Fund established under District of Salmon Arm Equipment Replacement Reserve Fund Bylaw, 1973 (Bylaw No. 1080) of \$2,841,711.25 as at December 31, 2020, which amount has been calculated as follows:

| | |
|--|------------------------|
| Balance in Equipment Replacement Reserve Fund at December 31, 2019 | \$2,344,410.50 |
| Add: Additions to fund including interest earnings for current year to date | 497,300.75 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in Equipment Replacement Reserve Fund at December 31, 2020 | <u>\$ 2,841,711.25</u> |

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

1. The sum of four hundred and eighty-six thousand six hundred and eighty-eight dollars and ninety-eight cents (\$486,688.98) is hereby appropriated from the Equipment Replacement Reserve Fund for the following purchases:

| | |
|----------------------------------|----------------------|
| Truck/Sander – Unit No. 74 & 47 | \$ 120,732.47 |
| Hybrid SUV – Unit No. 62 (Parks) | 28,543.54 |
| Elgin Sweeper – Unit No. 35 | 337,412.97 |
| | <u>\$ 486,688.98</u> |

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.

3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Equipment Replacement Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Equipment Replacement Reserve Fund Expenditure Bylaw No. 4442".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4443

**A bylaw authorizing the expenditure of monies in the
Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police
Protection Purposes**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection purposes;

AND WHEREAS there is an unappropriated balance in the Vehicle and Equipment Acquisition or Replacement Reserve Fund for Police Protection purposes established under District of Salmon Arm Bylaw No. 3059 of \$312,852.85 as at December 31, 2020, which amount has been calculated as follows:

| | |
|---|----------------------|
| Balance in Vehicle and Equipment Acquisition or Replacement Reserve Fund at December 31, 2019 | \$ 250,685.31 |
| Add: Additions to fund including interest earnings for current year to date | 62,167.54 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in Vehicle and Equipment Acquisition or Replacement Reserve Fund at December 31, 2020 | <u>\$ 312,852.85</u> |

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

1. The sum of fifty-one thousand three hundred and twenty-eight dollars (\$51,328.00) is hereby appropriated from the Vehicle and Equipment Acquisition or Replacement Reserve Fund for the purchase of Police Vehicles.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Police Protection Vehicle and Equipment Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Police Protection Vehicle and Equipment Reserve Fund Expenditure Bylaw No. 4443".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4444

**A bylaw authorizing the expenditure of monies in the
Fire Building and Equipment Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Fire Department Building and Equipment Reserve Fund for the purchase or replacement of land, buildings and machinery and equipment to maintain municipal property and to protect persons and property;

AND WHEREAS there is an unappropriated balance in the Fire Department Building and Equipment Reserve Fund established under District of Salmon Arm Bylaw No. 1479 of \$315,735.16 as at December 31, 2020, which amount has been calculated as follows:

| | |
|---|----------------------|
| Balance in Fire Department Building and Equipment Reserve Fund at December 31, 2019 | \$ 288,242.91 |
| Add: Additions to fund including interest earnings for current year to date | 27,492.25 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in Fire Department Building and Equipment Reserve Fund at December 31, 2020 | <u>\$ 315,735.16</u> |

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

1. The sum of eighteen thousand four hundred and sixty-eight dollars (\$18,468.00) is hereby appropriated from the Fire Department Building and Equipment Reserve Fund to be expended on Fire Hall No. 4 – Roof.
2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Fire Department Building and Equipment Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Fire Department Building and Equipment Reserve Fund Expenditure Bylaw No. 4444".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

CITY OF SALMON ARM

BYLAW NO. 4445

**A bylaw authorizing the expenditure of monies in the
Parks Development Reserve Fund**

WHEREAS under the provisions of Section 189 of the Community Charter (S.B.C., 2003, c.26), the Council may, by bylaw, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under the District of Salmon Arm Parks Development Reserve Fund for the purposes of park development;

AND WHEREAS there is an unappropriated balance in the Parks Development Reserve Fund established under District of Salmon Arm Parks Development Reserve Fund Bylaw No. 2404 of \$572,225.34 as at December 31, 2020, which amount has been calculated as follows:

| | |
|---|----------------------|
| Balance in General Capital Reserve Fund at December 31, 2019 | \$ 536,642.85 |
| Add: Additions to fund including interest earnings for current year to date | 35,582.49 |
| Deduct: Commitments outstanding under bylaws previously adopted | <u>Nil</u> |
| Balance in General Capital Reserve Fund at December 31, 2020 | <u>\$ 572,225.34</u> |

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

1. The sum of twenty-eight thousand eight hundred and forty-two dollars and ninety-three cents (\$28,842.93) is hereby appropriated from the Parks Development Reserve Fund for the following purchases:

| | |
|--------------------------|---------------------|
| Klahani Park – Backstops | \$ 20,842.93 |
| Disc Golf Course | 8,000.00 |
| | <u>\$ 28,842.93</u> |

2. The expenditures to be carried out by monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
3. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Parks Development Reserve Fund.

4. SEVERABILITY

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

5. ENACTMENT

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

6. EFFECTIVE DATE

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

7. CITATION

This bylaw may be cited as "City of Salmon Arm Parks Development Reserve Fund Expenditure Bylaw No. 4445".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

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Item 11.2

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4456 be read a final time;

AND THAT: the bylaw entitled City of Salmon Arm 2021 Annual Rate of Taxation Bylaw No. 4457 be read a final time.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4456**A bylaw to amend the 2021 to 2025 Financial Plan**

WHEREAS in accordance with the provisions of Section 165 of the Community Charter, the Council has adopted a financial plan for the period of 2021 to 2025;

AND WHEREAS it is deemed expedient to amend the Financial Plan;

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

1. "Schedule "A" of "City of Salmon Arm 2021 to 2025 Financial Plan Bylaw No. 4429 is hereby deleted in its entirety and replaced with 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 for all purposes as "City of Salmon Arm 2021 to 2025 Financial Plan Amendment Bylaw No. 4456".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

Schedule "A" - Bylaw #4456

City of Salmon Arm**2021 - 2025 Financial Plan**

| | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget | 2025 Budget |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Consolidated Revenues | | | | | |
| Property and MRDT Taxes - Net | \$ 19,591,360 | \$ 19,983,187 | \$ 20,382,851 | \$ 20,790,508 | \$ 21,206,318 |
| Frontage & Parcel Taxes | 3,673,055 | 3,746,516 | 3,821,446 | 3,897,875 | 3,975,833 |
| Sales of Service | 8,528,585 | 8,699,157 | 8,873,140 | 9,050,603 | 9,231,615 |
| Revenue From Own Sources | 2,330,445 | 2,377,054 | 2,424,595 | 2,473,087 | 2,522,549 |
| Rentals | 423,435 | 431,904 | 440,542 | 449,353 | 458,340 |
| Federal Government Transfers | - | - | - | - | - |
| Provincial Government Transfers | 593,100 | 604,962 | 617,061 | 629,402 | 641,990 |
| Other Government Transfers | 224,699 | 229,193 | 233,777 | 238,453 | 243,222 |
| Transfer From Prior Year Surplus | 588,620 | 600,392 | 612,400 | 624,648 | 637,141 |
| Transfer From Reserve Accounts | 1,966,053 | 2,005,374 | 2,045,481 | 2,086,391 | 2,128,119 |
| Transfer From Reserve Funds | - | - | - | - | - |
| Total Consolidated Revenues | \$ 37,919,352 | \$ 38,677,739 | \$ 39,451,293 | \$ 40,240,320 | \$ 41,045,127 |
| Consolidated Expenditures | | | | | |
| General Government Services | \$ 4,108,395 | \$ 4,190,563 | \$ 4,274,374 | \$ 4,359,861 | \$ 4,447,058 |
| Protective Services | 6,113,075 | 6,235,337 | 6,360,044 | 6,487,245 | 6,616,990 |
| Transportation Services | 5,543,055 | 5,653,916 | 5,766,994 | 5,882,334 | 5,999,981 |
| Environmental Health Services | 55,010 | 56,110 | 57,232 | 58,377 | 59,545 |
| Environmental Development Service | 2,731,825 | 2,786,462 | 2,842,191 | 2,899,035 | 2,957,016 |
| Recreation and Cultural Services | 4,983,130 | 5,082,793 | 5,184,449 | 5,288,138 | 5,393,901 |
| Fiscal Services - Interest | 1,272,088 | 1,297,530 | 1,323,481 | 1,349,951 | 1,376,950 |
| Fiscal Services - Principal | 1,204,180 | 1,228,264 | 1,252,829 | 1,277,886 | 1,303,444 |
| Capital Expenditures | 3,737,750 | 2,332,092 | 3,034,371 | 2,929,967 | 3,063,500 |
| Transfer to Surplus | - | - | - | - | - |
| Transfer to Reserve Accounts | 2,065,724 | 3,587,449 | 3,003,561 | 3,228,723 | 3,218,362 |
| Transfer to Reserve Funds | 1,088,700 | 1,110,474 | 1,132,683 | 1,155,337 | 1,178,444 |
| Water Services | 2,715,245 | 2,769,550 | 2,824,941 | 2,881,440 | 2,939,069 |
| Sewer Services | 2,301,175 | 2,347,199 | 2,394,143 | 2,442,026 | 2,490,867 |
| Total Consolidated Expenditures | \$ 37,919,352 | \$ 38,677,739 | \$ 39,451,293 | \$ 40,240,320 | \$ 41,045,127 |

2021 - 2025 Financial Plan**City of Salmon Arm**

| 2021 | 2022 | 2023 | 2024 | 2025 |
|--------|--------|--------|--------|--------|
| Budget | Budget | Budget | Budget | Budget |

Capital Projects**Finances Acquired**

| | | | | | |
|------------------------------|--------------|--------------|--------------|--------------|--------------|
| General Operating Fund | \$ 2,251,750 | \$ 1,305,092 | \$ 1,959,371 | \$ 1,954,967 | \$ 1,871,500 |
| Water Operating Fund | 766,000 | 500,000 | 500,000 | 800,000 | 391,000 |
| Sewer Operating Fund | 720,000 | 527,000 | 575,000 | 175,000 | 801,000 |
| Federal Government Grants | 2,391,001 | - | - | - | 1,000,000 |
| Provincial Government Grants | 3,967,681 | - | - | - | 1,000,000 |
| Prior Year Surplus | 18,000 | - | - | - | - |
| Reserve Accounts | 10,988,790 | 15,000 | 340,000 | 1,200,000 | 3,300,000 |
| Reserve Funds | 4,740,465 | 710,000 | 550,000 | 1,122,000 | 2,000,000 |
| Development Cost Charges | 1,662,750 | 3,335,000 | 3,445,000 | 3,373,000 | 1,000,000 |
| Short Term Debt | - | - | - | - | - |
| Long Term Debt | 7,810,525 | - | - | 500,000 | 2,000,000 |
| Developer Contributions | 2,241,530 | 44,000 | 40,000 | 40,000 | - |

Total Funding Sources

| | | | | |
|----------------------|---------------------|---------------------|---------------------|----------------------|
| \$ 37,558,492 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 | \$ 13,363,500 |
|----------------------|---------------------|---------------------|---------------------|----------------------|

Finances Applied

| | | | | | |
|-------------------------------|---------------|--------------|--------------|--------------|--------------|
| Transportation Infrastructure | \$ 20,583,227 | \$ 3,622,000 | \$ 3,619,500 | \$ 5,219,500 | \$ 7,193,000 |
| Buildings | 1,914,450 | 144,000 | 458,500 | 140,000 | 20,000 |
| Land | - | - | 300,000 | - | - |
| IT Infrastructure | 257,800 | 55,000 | 65,000 | 185,000 | 70,000 |
| Machinery and Equipment | 1,701,965 | 513,092 | 443,871 | 397,967 | 1,341,000 |
| Vehicles | 1,863,000 | - | - | - | 555,000 |
| Parks Infrastructure | 1,804,505 | 260,000 | 262,500 | 782,500 | 212,500 |
| Utility Infrastructure | 9,433,545 | 1,842,000 | 2,260,000 | 2,440,000 | 3,972,000 |

Total Capital Expense

| | | | | |
|----------------------|---------------------|---------------------|---------------------|----------------------|
| \$ 37,558,492 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 | \$ 13,363,500 |
|----------------------|---------------------|---------------------|---------------------|----------------------|

Departmental Summary:

| 2021 | 2022 | 2023 | 2024 | 2025 |
|--------|--------|--------|--------|--------|
| Budget | Budget | Budget | Budget | Budget |

| | | | | | |
|------------------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|
| General Government Services | \$ 193,770 | \$ 122,500 | \$ 138,500 | \$ 208,500 | \$ 120,000 |
| Protective Services | 2,413,900 | 140,000 | 55,000 | 55,000 | 125,000 |
| Transportation Services | 22,651,037 | 3,918,500 | 4,233,500 | 5,518,500 | 8,849,000 |
| Environmental Health Services | 56,510 | 2,500 | 327,500 | 27,500 | 2,500 |
| Environmental Development Services | - | - | - | - | - |
| Recreation and Cultural Services | 2,384,730 | 335,592 | 319,871 | 840,467 | 275,000 |
| Water Services | 6,379,825 | 1,390,000 | 1,760,000 | 2,340,000 | 691,000 |
| Sewer Services | 3,478,720 | 527,000 | 575,000 | 175,000 | 3,301,000 |
| Total by Department | \$ 37,558,492 | \$ 6,436,092 | \$ 7,409,371 | \$ 9,164,967 | \$ 13,363,500 |

Schedule "B" – Bylaw #4456
2021 Revenue Policy Disclosure

1. Table One (1) reflects the proportion of total revenue proposed to be raised from each funding source in 2021. Property taxes form the greatest proportion of revenue of the City. The first column details the proposed percentage of revenue including Conditional Government Transfers and the second column shows the proposed percentage of revenue excluding Conditional Government Transfers. Conditional Government Transfers are funds provided by other levels of government or government agencies to fund specific projects. The absence of this funding would result in an increase to property taxes, debt borrowing or funding from reserves or other sources (ie. developers, donations, etc.) or result in the project not being undertaken.

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

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

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

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

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

Schedule "B" – Bylaw #4456
2021 Revenue Policy Disclosure

Table 1: Proportions of Total Revenue

| Revenue Source | Percentage to Total Revenue | Percentage to Total Revenue |
|---|--|--|
| | Includes Conditional Government Transfers | Excludes Conditional Government Transfers |
| Property Taxes | 37.84% | 45.87% |
| Parcel Taxes | 7.09% | 8.60% |
| User Fees, Charges and Interest Income | 21.79% | 26.42% |
| Other Sources | 18.19% | 0.82% |
| Proceeds From Borrowing | 15.09% | 18.29% |
| | 100.00% | 100.00% |

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

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

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

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

Schedule "B" – Bylaw #4456
2021 Revenue Policy Disclosure

Table 2: Distribution of Property Taxes Between Property Classes

| Property Class | 2021 Tax Rate | Class Multiple | Percentage to Total Property Tax | Percentage to Total Property Assessment Value |
|-------------------------|---------------|----------------|----------------------------------|---|
| Residential | 3.8106 | 1.00:1 | 66.54% | 85.86% |
| Utilities | 23.3118 | 6.12:1 | 0.82% | 0.17% |
| Supportive Housing | 0.000 | 0.00:1 | 0.00% | 0.00% |
| Major Industry | 65.7256 | 17.25:1 | 2.78% | 0.21% |
| Light Industry | 10.7869 | 2.83:1 | 2.42% | 1.10% |
| Business | 10.7869 | 2.83:1 | 26.71% | 12.17% |
| Managed Forest Land | 8.2540 | 2.17:1 | 0.00% | 0.00% |
| Recreational/Non Profit | 2.7756 | 0.73:1 | 0.14% | 0.26% |
| Farm | 12.8055 | 3.36:1 | 0.59% | 0.23% |

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

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

Table 3: Permissive Tax Exemptions

| Organization | General Municipal Tax Exemption | Other Government Tax Exemption | Total |
|----------------------|---------------------------------|--------------------------------|------------------------|
| Churches | \$ 44,379.50 | \$ 19,529.00 | \$ 63,908.50 |
| Non Profit Societies | 399,877.00 | 175,351.00 | 575,288.00 |
| Senior Centers | 18,462.00 | 5,603.00 | 24,065.00 |
| Other | 3,837.00 | 1,266.00 | 5,103.00 |
| Sports Clubs | 283,064.00 | 85,211.00 | 368,275.00 |
| Total | \$ 749,619.50 | \$ 286,960.00 | \$ 1,036,579.50 |

Schedule "B" – Bylaw #4456
2021 Revenue Policy Disclosure

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

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

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

Table 4: Revitalization Tax Exemptions

| Area | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption | 2020 General Municipal Tax Exemption | 2021 General Municipal Tax Exemption |
|---|--|--|--|--|--|--|
| C-2 "Downtown Commercial Zone" | \$ 34,828.47 | \$ 29,851.20 | \$ 24,304.74 | \$ 24,657.03 | \$ 18,939.56 | \$ 14,424.23 |

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

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

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

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

| Area | 2016 General Municipal Tax Exemption | 2017 General Municipal Tax Exemption | 2018 General Municipal Tax Exemption | 2019 General Municipal Tax Exemption | 2020 General Municipal Tax Exemption | 2021 General Municipal Tax Exemption |
|----------------------|--|--|--|--|--|--|
| "Industrial Zone" | \$ 0.00 | \$ 0.00 | \$ 5,425.51 | \$ 5,400.26 | \$ 7,614.60 | \$ 36,999.43 |

CITY OF SALMON ARM**BYLAW NO. 4457****A bylaw to set the rate of taxation for the year 2021**

WHEREAS in accordance with the provisions of Section 197 of the Community Charter, SBC, 2003, Chapter 26 the Council is required, by bylaw, to impose property value taxes for the year by establishing tax rates for Municipal, Hospital, Library, Regional District, Off-Street Parking and Business Improvements purposes for the year 2021;

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

1. The following rates are hereby imposed and levied for the year 2021:
 - a) For all lawful general and debt purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.
 - b) For Regional Hospital District purposes on the value of land and improvements taxable for Hospital purposes rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.
 - c) For Columbia Shuswap Regional District purposes on the value of land and improvements taxable for Hospital purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part hereof.
 - d) For Columbia Shuswap Regional District - SIR purposes on the value of land taxable for Hospital purposes, rates appearing in Column "D" of Schedule "A" attached hereto and forming a part hereof.
 - e) For Business Improvement Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part hereof.
 - f) For Off-Street Parking Specified Area purposes on the value of land and improvements taxable for General Municipal purposes, rates appearing in Column "F" of Schedule "A" attached hereto and forming a part hereof.
 - g) For Okanagan Regional Library purposes on the value of lands and improvements taxable for General Municipal purposes, rates appearing in Column "G" of Schedule "A" attached hereto and forming a part hereof.

- h) For BC Assessment Authority purposes the rates have been established by legislation and rates appearing in Column "H" of Schedule "A" attached hereto and forming a part hereof.
 - i) For Municipal Finance Authority purposes the rates have been established by legislation and rates appearing in Column "I" of Schedule "A" attached hereto and forming a part hereof.
- 2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
- 3.
 - a) At close of business on July 2, 2021, the Chief Financial Officer of the City of Salmon Arm shall add to the unpaid taxes of the current year, in respect of each parcel of land and the improvements thereon upon the real property tax roll, ten percent (10%) of the amount then remaining unpaid.
 - b) The said unpaid taxes, together with amounts added under this section, are deemed to be unpaid taxes of the current year due on such land and improvements thereon, and the amounts added under this section when collected shall form part of the general revenue of the City of Salmon Arm.
- 4. Despite Section 3, taxes resulting from a supplementary assessment roll which remain unpaid 30 days after sending of the notice of the taxes payable to the assessed owner are to incur and bear a penalty for that year of ten percent (10%) of the amount of such taxes.
- 5. SEVERABILITY

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

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

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

2021 Annual Rate of Taxation
Bylaw No. 4457

8. CITATION

This bylaw may be cited for all purposes as "City of Salmon Arm 2021 Annual Rate of Taxation Bylaw No. 4457".

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | 12 | DAY OF | April | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER

City of Salmon Arm
2021 Property Tax
RatesBylaw No.
4457

Schedule "A"

| Property Class | Column A General Municipal | Column B Regional Hospital District | Column C Regional District | Column D Regional District SIR | Column E Specified Area Business Improvement | Column F Specified Area Off-Street Parking | Column G Regional Library | Column H BC Assessment Authority | Column I Municipal Finance Authority |
|-------------------------|----------------------------------|--|----------------------------------|---|--|--|---------------------------------|---|---|
| Residential | 3.8106 | 0.3321 | 0.2169 | 0.0301 | - | 0.2469 | 0.1522 | 0.0411 | 0.0002 |
| Utilities | 23.3118 | 1.1623 | 0.7593 | 0.1053 | - | 0.8640 | 0.9314 | 0.4731 | 0.0007 |
| Supportive Housing | - | - | - | - | - | - | - | - | 0.0002 |
| Major Industry | 65.7256 | 1.1291 | 0.7376 | 0.1023 | - | - | 2.6254 | 0.4731 | 0.0007 |
| Light Industry | 10.7869 | 1.1291 | 0.7376 | 0.1023 | - | - | 0.4307 | 0.1137 | 0.0007 |
| Business/Other | 10.7869 | 0.8136 | 0.5315 | 0.0737 | 1.4755 | 0.6048 | 0.4307 | 0.1137 | 0.0005 |
| Managed Forest Land | 8.2540 | 0.9963 | 0.6508 | 0.0903 | - | - | 0.3303 | 0.2314 | 0.0006 |
| Recreational/Non Profit | 2.7756 | 0.3321 | 0.2169 | 0.0301 | - | - | 0.1111 | 0.0411 | 0.0002 |
| Farm | 12.8055 | 0.3321 | 0.2169 | 0.0301 | - | - | 0.5114 | 0.0411 | 0.0002 |

INFORMATIONAL CORRESPONDENCE - APRIL 26, 2021

- | | | |
|-----|---|---|
| 1. | C. Massey – email dated April 6, 2021 – Copy of letter sent to SD83 Trustees and Sr Staff regarding potential changes to high school configuration in Salmon Arm | A |
| 2. | K. and G. Wilkinson – email dated April 9, 2021 – Salmon Arm High School Configuration Changes | A |
| 3. | D. Carter – email dated April 20, 2021 – Hemp plastics research project | A |
| 4. | C. Burt, Salmon Arm Pickleball Club – email dated April 13, 2021 – Salmon Arm Pickleball Club Box | A |
| 5. | P. Webb, President Elect, Rotary Club of Salmon Arm – letter received April 2021 – 75 th Year Celebration | A |
| 6. | Dr. N. Fassina, President, Okanagan College – letter dated April 8, 2021 – President Introduction | N |
| 7. | S. Zhang – email dated April 19, 2021 – Request of Proclamation/Greeting letter/ Flag Raising for Falun Dafa Day 2021 | A |
| 8. | Interior Health Authority – newsletter dated April 2021 – Health Communities Monthly Newsletter | N |
| 9. | L. Helps, Mayor, City of Victoria to H. Bains, Minister of Labour – letter dated March 31, 2021 – Hospitality Industry during COVID-19 Pandemic | N |
| 10. | J. Vassilaki, Mayor, City of Penticton to Union of British Columbia Municipalities – letter dated April 13, 2020 – BC Government's Use of Provincial Paramountcy to Undermine Local Government Bylaws | N |
| 11. | A. Anora, Chief Statistician of Canada, Statistic Canada – email dated April 22, 2021 – The 2021 Census is almost here, and we need your support | A |

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: April 26, 2021

Presentation 4:00 p.m. (approximately)

NAME: Lana Fitt, Manager, Salmon Arm Economic Development Society

TOPIC: SAEDS 2020 Year in Review and 5 Year Action Plan

Vote Record

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

Opposed:

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

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Item 23.1

CITY OF SALMON ARM

Date: April 26, 2021

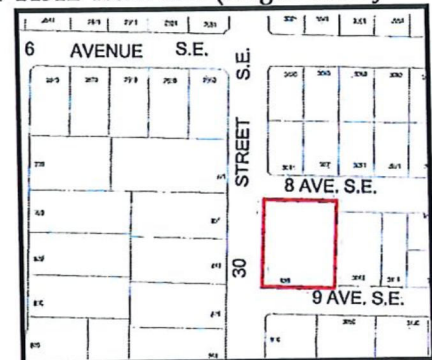
CITY OF SALMON ARM NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on **Monday, April 26, 2021 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 830 30 Street SE
Location: Between 8 Avenue and 9 Avenue SE on the East side of 30 Street SE
Present Use: Single Family Dwelling
Proposed Use: Single Family Dwelling with Detached Suite
Owner/Applicant: Shott, B.
Reference: ZON-1201/ Bylaw No. 4447



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> April 13 to 26, 2021 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.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.

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

Erin Jackson, Director of Corporate Services

Vote Record

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

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



To: His Worship Mayor Harrison and Members of Council

Date: March 29, 2021

Subject: Zoning Bylaw Amendment Application No. 1201

Legal: Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512
 Civic Address: 830 - 30 Street SE
 Owner/Applicant: Brent Shott

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to the following:

- 1) Submission of a Building Permit application showing that the proposed *detached suite* in the existing detached garage conforms to BC Building Code requirements, and
- 2) Approval and issuance of a Development Variance Permit for the east setback of the proposed *detached suite*.

PROPOSAL

The subject parcel is located at 830 - 30 Street SE (Appendix 1). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone) to facilitate the conversion of an accessory building into a detached suite (Appendix 2).

BACKGROUND

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

The subject property is located in the Little Mountain Park neighbourhood which largely consists of R1 and some R8 zoned parcels. There are currently three lots within 100 metres of the subject property that are zoned R8, with more scattered throughout the neighbourhood.

The closest land within the ALR is located approximately 120 metres south of the subject property. Land uses directly adjacent to the subject property include the following:

North: R1 (Single Family Residential)
 South: R1 (Single Family Residential), A2 (Rural Holding), P3 (Institutional)
 East: R1 (Single Family Residential), R8 (Residential Suite Zone)
 West: R1 (Single Family Residential)

The property is approximately 0.20 ha (2,030 m²) in size and currently contains a single family dwelling and detached garage. The applicant is proposing to convert approximately 55.7 m² (600 ft²) of the existing garage into a *detached suite*. This would be well within the 90 m² (968.8 ft²) maximum size permitted for a *detached suite*. Site photos are attached as Appendix 5.

COMMENTS

Engineering Comments

- Any future building permit that increases demand on water service will require water service upgrade. For more information and pricing contact Matt Gienger in Engineering Services. This is not a requirement of re-zoning.
- No other Engineering concerns.

Building Department

- Building was originally constructed as an unheated, uninsulated garage.
- Interior side setback is relevant for this proposal as a detached suite is required to be at least 2.0 m from the interior parcel line. The existing building is only 1.6 m from the interior parcel line.
- Lots of code issues to get this up to a residential status.
- Applicant has been advised of general issues.

Fire Department

No concerns.

Planning Department

OCP Policy:

Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Neither this policy, nor the Zoning Bylaw, supports subdivision of a *detached suite* from the principle building on a property.

Detached Suite Regulations:

The R8 zone relevant to *detached suites* is attached as Appendix 6.

Parking:

Three parking spaces are required for the uses on this property (two for the existing single family dwelling and one for the proposed *detached suite*). As a large property with two driveways, existing parking appears to be more than adequate to accommodate these spaces.


Access:

As mentioned above, the property already has two driveways with one fronting the existing detached garage where the proposed suite would be located. A parcel with a *detached suite* under the R8 zone must have a minimum street frontage of 15.0 m if the parcel has a second street frontage. This property more than meets this minimum street frontage requirement.

This large city lot located within the urban containment boundary is a suitable location for a *detached suite*. Subject to compliance with the BC Building Code and approval of a setback variance, staff are in support of this rezoning application.



Prepared by: Brenda Kolenbrander
Planner



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



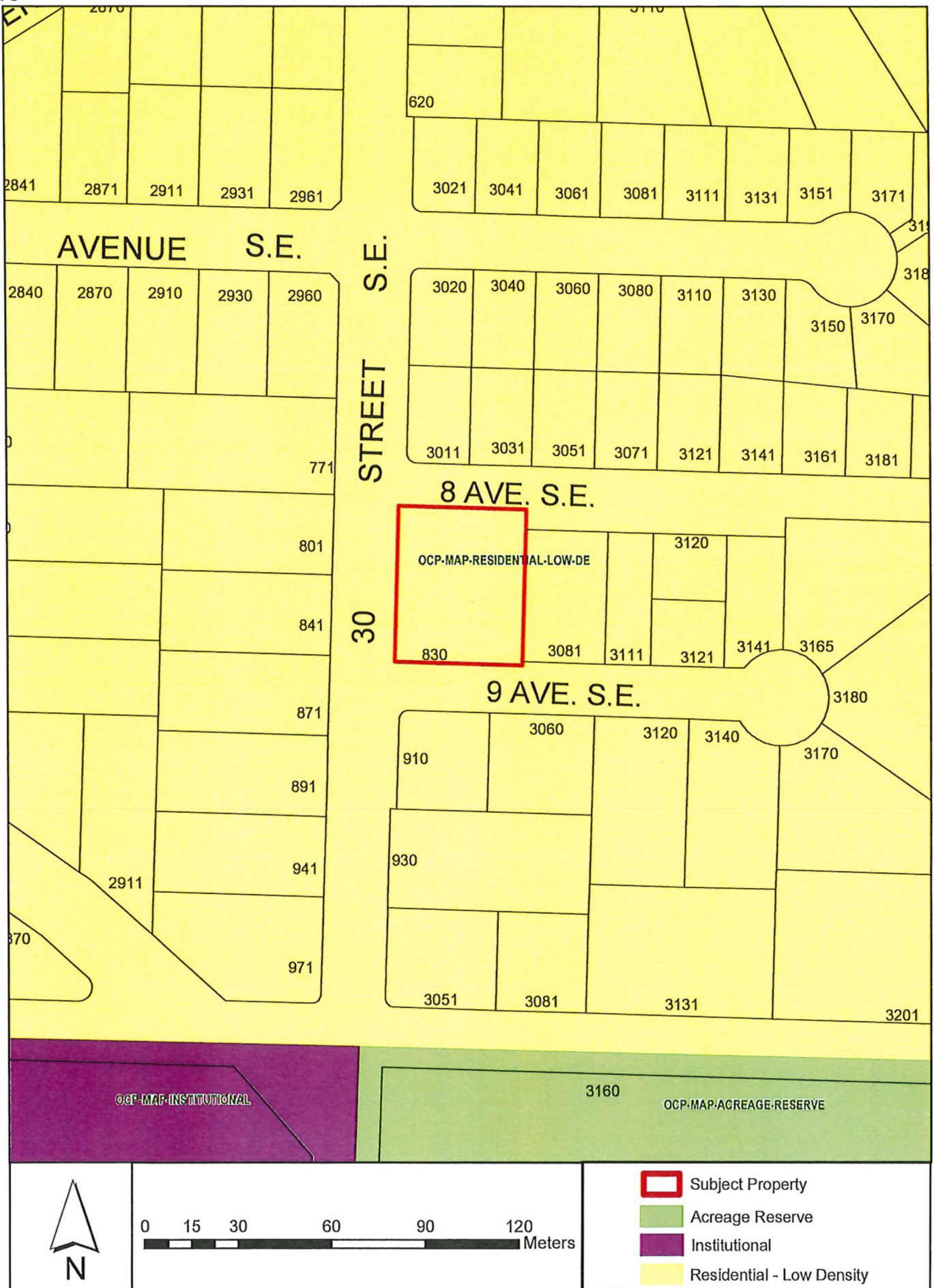
0 10 20 40 60 80 Meters



Subject Property

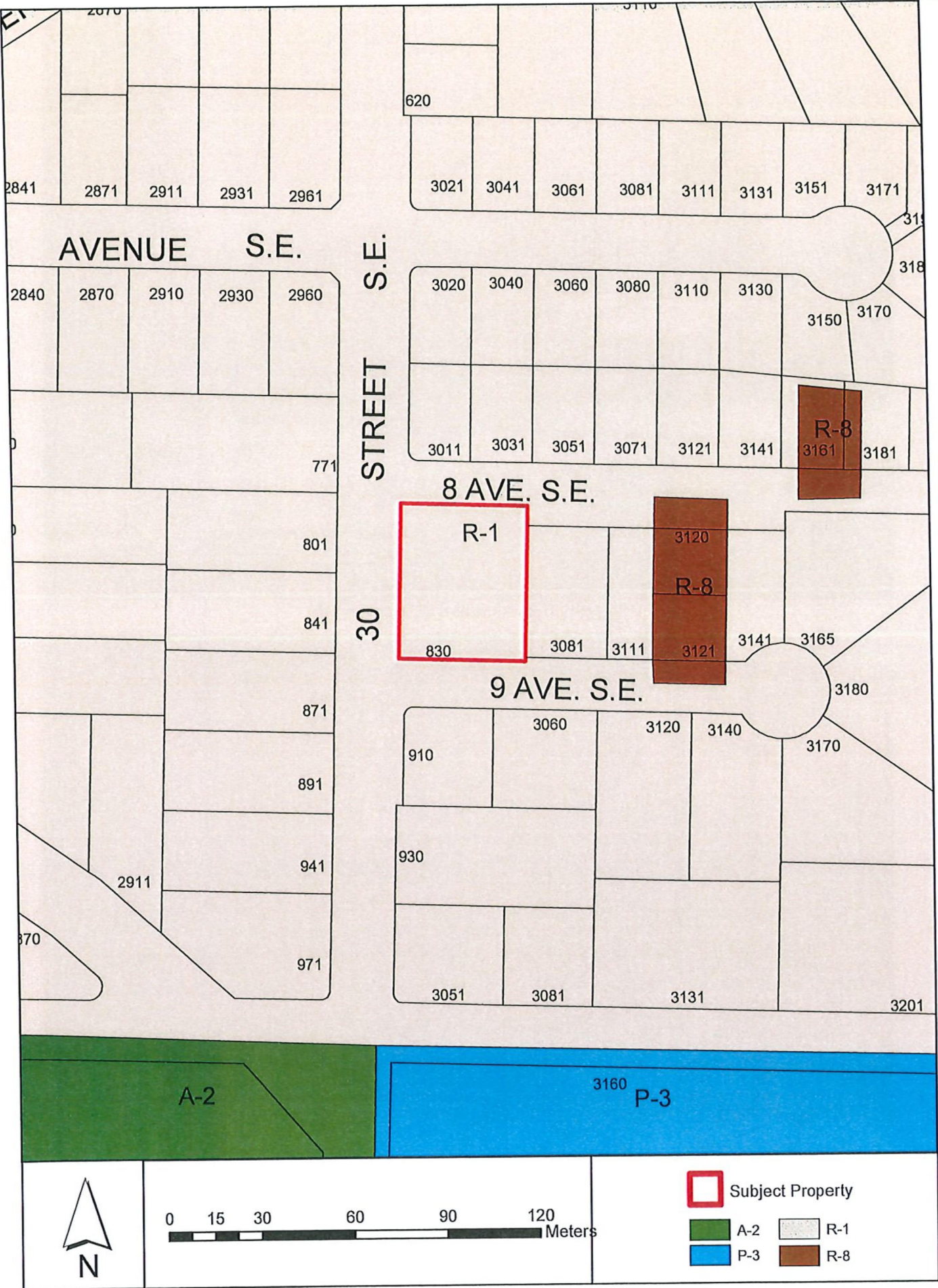
| | |
|---|--|
| BROWNE JOHNSON LAND SURVEYORS* BRITISH COLUMBIA AND CANADA LANDS Box 362, Salmon Arm, B.C. V1E 4N5 (250)832-9701 | |
| B.C. LAND SURVEYOR'S CERTIFICATE OF LOCATION | |
| To: Don Quilly 830 30th St. SE Salmon Arm, BC V1E 1J5 Your File: | Re: Lot 17, Plan 14512 Section 18, Township 20 Range 9, W6M, KDYD Parcel Identifier(PID): 008-985-341 Civic Address: 830 30th St. SE |
| List of documents registered on title which may affect the location of improvements: | |
| <p style="text-align: center; font-weight: bold;">Lot 17 Plan 14512</p> <p style="text-align: center;">Note: New construction located only</p> <p style="text-align: center;">Scale 1:300</p> | |
| Dimensions derived from Plan KAP54441 | |
| Offsets from property line to building are measured from the foundation. | |
| The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document. This plan was prepared for inspection purposes and is for the exclusive use of our client. This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners. This building location certificate has been prepared in accordance with the Manual of Standard Practice and is certified correct this 16th day of November, 2009. | COPY RIGHT © BROWNE JOHNSON 2009 All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the prior written consent of BROWNE JOHNSON. THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED. |
| B.C.L.S. Our File: 409-09 File: R116 p.35 | |

* A PARTNERSHIP PROVIDING LAND SURVEYING SERVICES THROUGH LAND SURVEYING COMPANIES



Zoning Map

APPENDIX 4⁴¹





Property from 9 Avenue SE (facing north)



Property from 8 Avenue SE (facing south)

SECTION 13 - R-8 - RESIDENTIAL SUITE ZONE #3996

Purpose

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

Regulations

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

Permitted Uses

- 13.3 The following uses and no others are permitted in the R-8 Zone:
- .1 *boarders*, limited to two;
 - .2 *family childcare facility*; #3082
 - .3 *group childcare*; #3082
 - .4 *home occupation*;
 - .5 *public use*;
 - .6 *public utility*;
 - .7 *single family dwelling*;
 - .8 *accessory use*, including *secondary suite* or *detached suite*.

Maximum Number of Single Family Dwellings

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

Maximum Number of Secondary Suites

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

Maximum Height of Principal Building

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

Maximum Height of Accessory Buildings

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

Maximum Parcel Coverage

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

Minimum Parcel Area

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

Minimum Parcel Width

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

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

13.11

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

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

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

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

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

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

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

Parking

13.15

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

Detached Suite

13.16 Refer to Section 4.2 for General Regulations.

Item 23.2

CITY OF SALMON ARM

Date: April 26, 2021

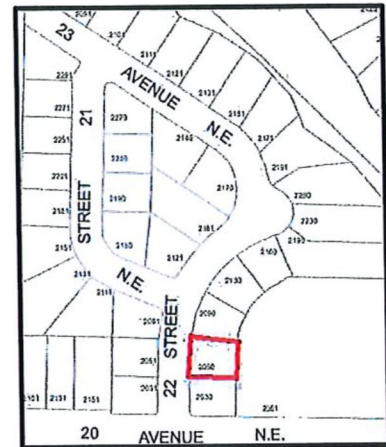
CITY OF SALMON ARM NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a virtual Public Hearing on Monday, April 26, 2021 at 7:00 p.m.

2) Proposed Amendment to Zoning Bylaw No 2303:

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 2050 22 Street NE
Location: North of 20 Avenue NE on east side of 22 Street NE
Present Use: Single Family Dwelling
Proposed Use: Single Family Dwelling with Suite
Owner/Applicant: Giles, S. & H.
Reference: ZON-1202/ Bylaw No. 4448



The staff reports for the proposals are available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> April 13 to 26, 2021 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.

Pursuant to Ministerial Order No. M192 made under the *Emergency Program Act*, R.S.B.C. 1996, c.111, s.10, City Council will not be allowing members of the public to attend this meeting. If you wish to attend virtually email cityhall@salmonarm.ca.

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

Erin Jackson, Director of Corporate Services

Vote Record

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

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: March 29, 2021

Subject: Zoning Bylaw Amendment Application No. 1202

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204
 Civic Address: 2050 – 22 Street NE
 Owner/Applicant: Giles, S. & H.

STAFF RECOMMENDATION

THAT: A bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303, 1995 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 from R1 (Single Family Residential Zone) to R8 (Residential Suite Zone), as shown on 'Schedule A';

AND THAT: Final reading of the zoning amendment bylaw be withheld subject to confirmation that the proposed *secondary suite* meets Zoning Bylaw and BC Building Code requirements.

PROPOSAL

The subject parcel is located at 2050 – 22 Street NE (Appendices 1 & 2). The proposal is to rezone the parcel from R1 (Single Family Residential) to R8 (Residential Suite Zone) to facilitate the conversion of the basement of the existing single family dwelling into a secondary suite.

BACKGROUND

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

The subject property is located in the Bastion neighbourhood which largely consists of R1 and some R8 zoned parcels. There are currently three lots within 100 metres of the subject property that are zoned R8, including a property across the street on 21 Street NE that underwent the rezoning process two years ago.

The subject property is not located close to any land within the ALR. Land uses adjacent to the subject property include the following:

North: R1 (Single Family Residential), R8 (Residential Suite Zone)
 South: R1 (Single Family Residential), R8 (Residential Suite Zone)
 East: R1 (Single Family Residential)
 West: R1 (Single Family Residential)

The parcel is approximately 0.07 ha (699.3 m²) in size and currently contains a single family residence.

The applicant is proposing to convert the basement of the existing residence into a *secondary suite*. Staff note that the suite cannot exceed 90 m² and must be no more than 40% of the gross floor area of the building. Each floor of the building is 1,167 ft² (108.4 m²), meaning the maximum floor area for the suite would be 933.6 ft² (86.7 m²).

Site photos for the property are attached as Appendix 5.

COMMENTSEngineering Comments

- Access width limited to 8.0 m (impermeable width from street to property line) for all future development. Application shows rock beside driveway, which is acceptable.
- Any future building permit which proposes additional demand to the water service will trigger the need to upgrade water service to 1" (from water main to curb stop) (not a requirement for rezoning).
- No other engineering concerns regarding rezoning.

Building Department

- Zoning Bylaw applies regarding the size of the suite.
- No concerns with balance of application.

Fire Department

No concerns.

Planning DepartmentOCP Policy:

Policy 8.3.25 within the OCP provides support for either a *secondary suite* or *detached suite* within all Residential (High, Medium, and Low) designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code.

Secondary Suite Regulations:

The R8 zone relevant to *secondary suites* is attached as Appendix 6.

Parking and Access:

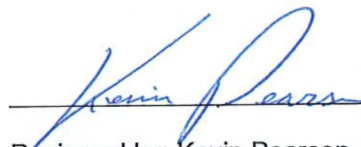
Three parking spaces are required for the uses on this property (two for the existing single family dwelling and one for the proposed *secondary suite*). The property already consists of an approximately 6.0m wide driveway and the applicant is proposing to add a gravel pad to the right of the residence to provide additional space for tenant parking.

Conclusion:

The proposed R8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff, subject to meeting BC Building Code and *secondary suite* regulations within the Zoning Bylaw. The City's Bylaw requirements have been conveyed to the owner/applicant.

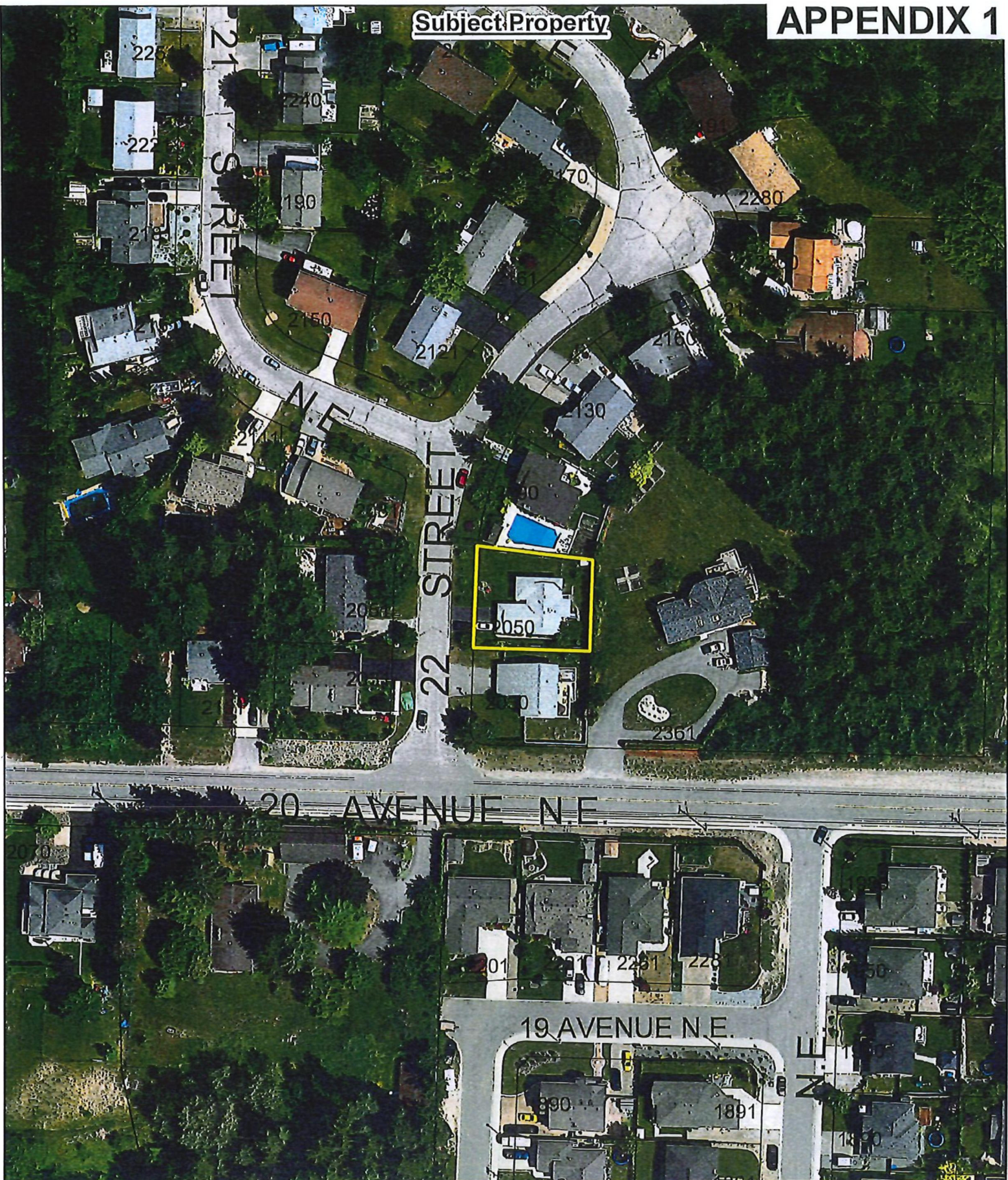


Prepared by: Brenda Kolenbrander
Planner

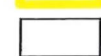


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services

Subject Property

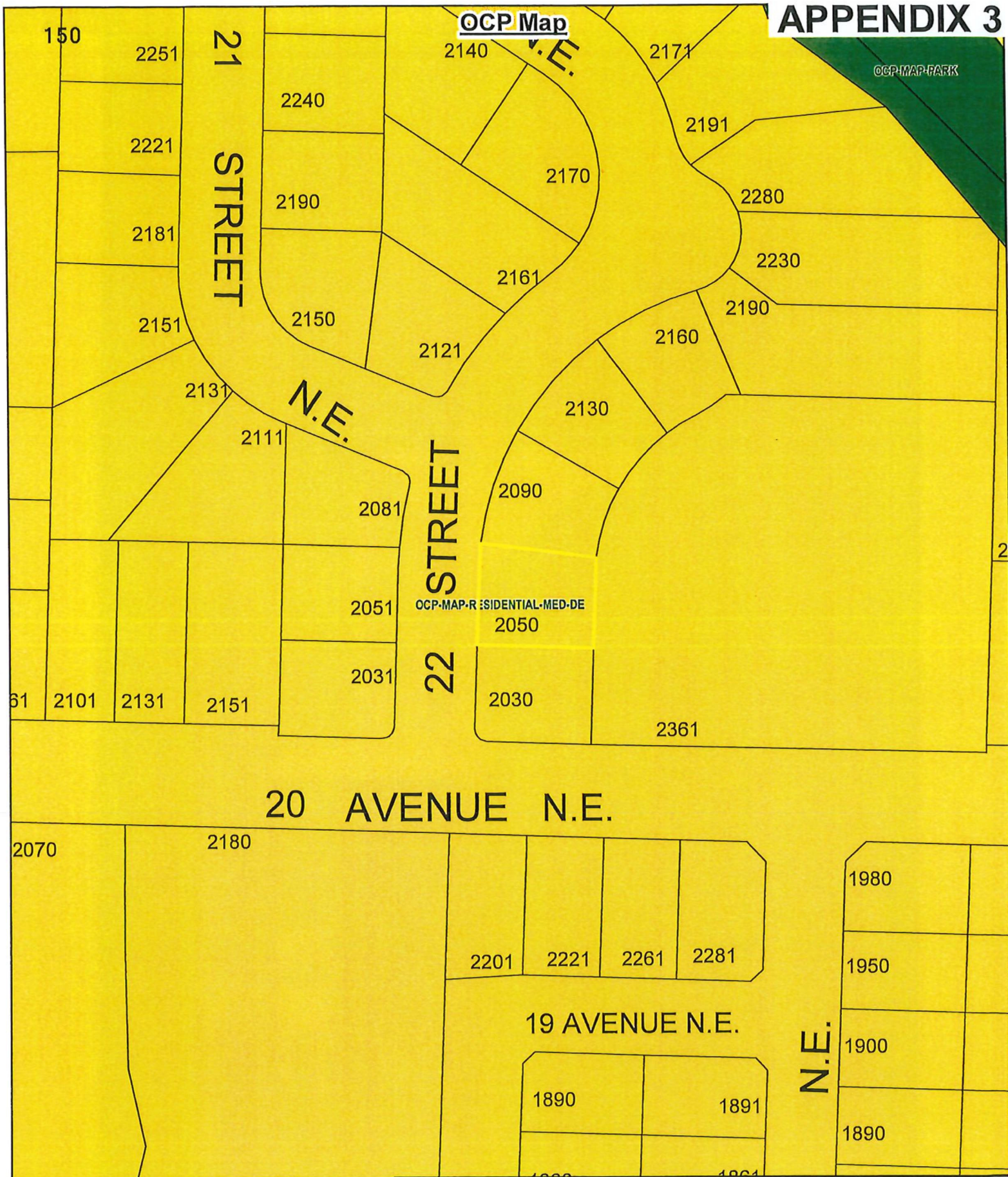


0 10 20 40 60 80 Meters

 Subject Property
 Parcels



APPENDIX 3



0 5 10 20 30 40 Meters



Subject Property

Parcels



Park

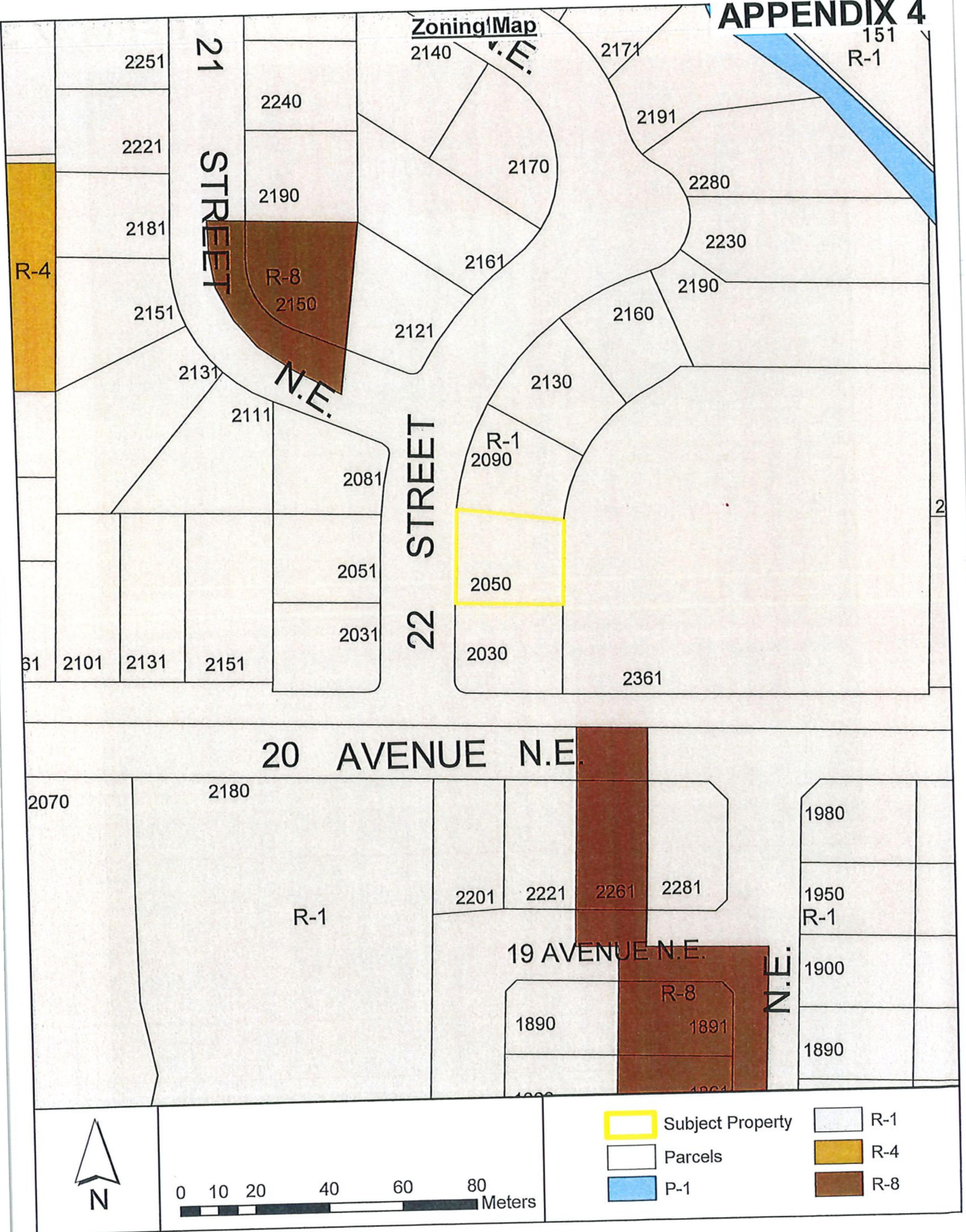


Residential - Low Density



Residential - Medium Density

Zoning Map



0 10 20 40 60 80 Meters

- | | |
|--|---|
|  Subject Property |  R-1 |
|  Parcels |  R-4 |
|  P-1 |  R-8 |



Item 24.1

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4447 be read a third time.

[ZON-1201; Shott, B.; 830 30 Street SE; R-1 to R-8]

Vote Record

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

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

CITY OF SALMON ARM

BYLAW NO. 4447

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, British Columbia, on _____ at the hour of 7:00 p.m. was published in _____ and _____ issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 17, Section 18, Township 20, Range 9, W6M, KDYD, Plan 14512 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. 4447"

| | | | | |
|------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
|------------------------|----|--------|-------|------|

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
|-------------------------|----|--------|-------|------|

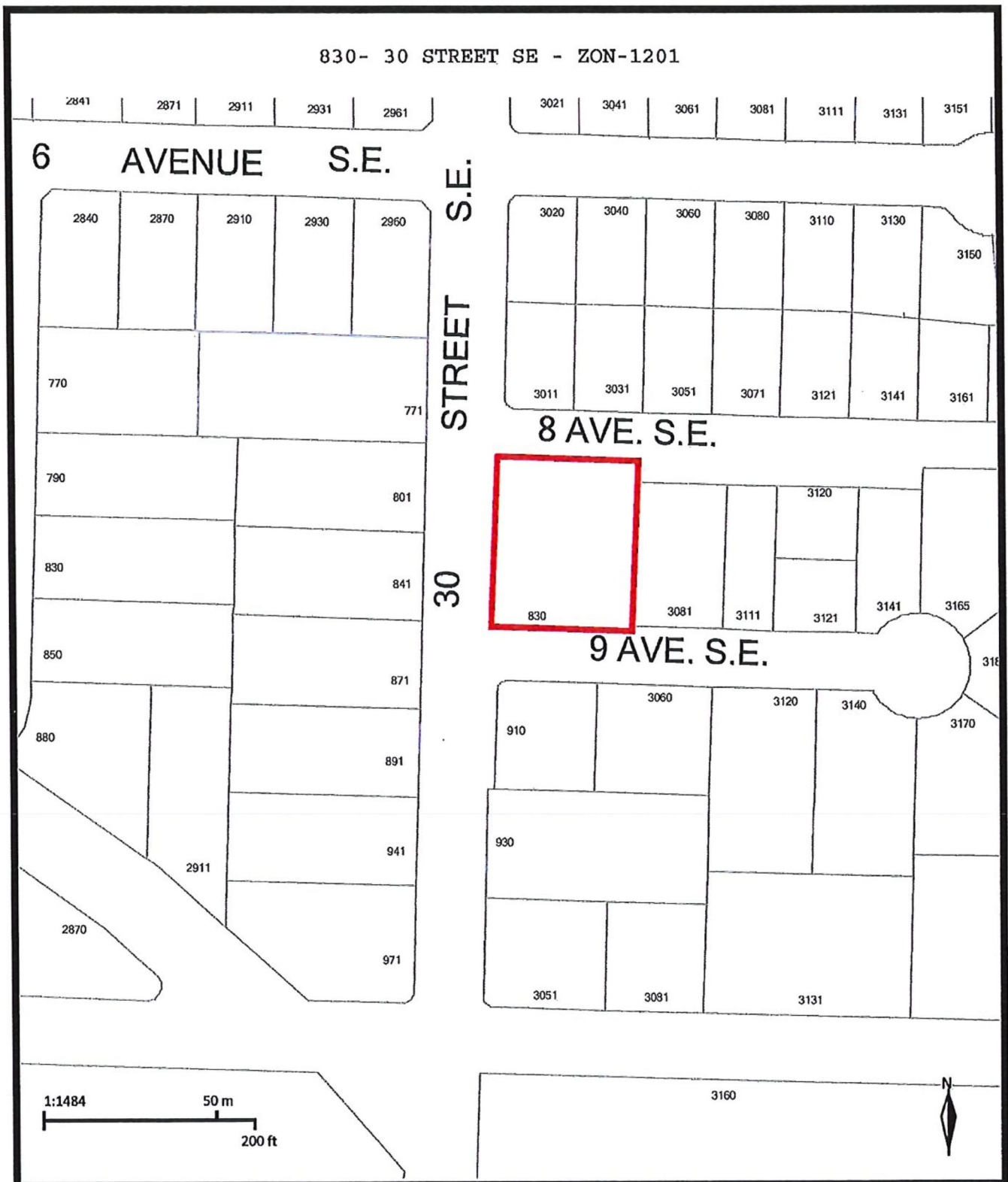
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| READ A THIRD TIME THIS | | DAY OF | | 2021 |
|------------------------|--|--------|--|------|

| | | | | |
|-------------------------|--|--------|--|------|
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |
|-------------------------|--|--------|--|------|

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 24.2

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4448 be read a third time.

[ZON-1202; Giles, S. & H.; 2050 22 Street NE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4448

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means as authorized by Ministerial Order M192, British Columbia, on _____ at the hour of 7:00 p.m. was published in _____ and _____ issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan 31204 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. 4448"**

| | | | | |
|-------------------------|----|--------|-------|------|
| READ A FIRST TIME THIS | 12 | DAY OF | April | 2021 |
| READ A SECOND TIME THIS | 12 | DAY OF | April | 2021 |
| READ A THIRD TIME THIS | | DAY OF | | 2021 |
| ADOPTED BY COUNCIL THIS | | DAY OF | | 2021 |

MAYOR

CORPORATE OFFICER



Item 26.

CITY OF SALMON ARM

Date: April 26, 2021

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: the Regular Council Meeting of April 26, 2021, be adjourned.

Vote Record

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

Opposed:

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

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INFORMATIONAL CORRESPONDENCE – APRIL 26, 2021

- | | | |
|-----|---|---|
| 1. | C. Massey – email dated April 6, 2021 – Copy of letter sent to SD83 Trustees and Sr Staff regarding potential changes to high school configuration in Salmon Arm | A |
| 2. | K. and G. Wilkinson – email dated April 9, 2021 – Salmon Arm High School Configuration Changes | A |
| 3. | D. Carter – email dated April 20, 2021 – Hemp plastics research project | A |
| 4. | C. Burt, Salmon Arm Pickleball Club – email dated April 13, 2021 – Salmon Arm Pickleball Club Box | A |
| 5. | P. Webb, President Elect, Rotary Club of Salmon Arm – letter received April 2021 – 75 th Year Celebration | A |
| 6. | Dr. N. Fassina, President, Okanagan College – letter dated April 8, 2021 – President Introduction | N |
| 7. | S. Zhang – email dated April 19, 2021 – Request of Proclamation/Greeting letter/ Flag Raising for Falun Dafa Day 2021 | A |
| 8. | Interior Health Authority – newsletter dated April 2021 – Health Communities Monthly Newsletter | N |
| 9. | L. Helps, Mayor, City of Victoria to H. Bains, Minister of Labour – letter dated March 31, 2021 – Hospitality Industry during COVID-19 Pandemic | N |
| 10. | J. Vassilaki, Mayor, City of Penticton to Union of British Columbia Municipalities – letter dated April 13, 2020 – BC Government’s Use of Provincial Paramountcy to Undermine Local Government Bylaws | N |
| 11. | A. Anora, Chief Statistician of Canada, Statistic Canada – email dated April 22, 2021 – The 2021 Census is almost here, and we need your support | A |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

Sent: Tuesday, April 6, 2021 2:53:05 PM

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name Carmen

Last Name Massey

Address:

Return email address:

Subject: Copy of letter sent to SD83 Trustees and Sr Staff regarding potential changes to high school configuration in Salmon Arm.

Body Dear School District 83 Board and Senior Staff,

I have two sons in the current SD83 system, one in Grade 12 and one in Grade 10. We live in the White Lake area and both boys have attended Carlin, Jackson, and now Sullivan schools.

It has come to my attention that you are considering implementing two high school graduating classes in Salmon Arm (<https://www.saobserver.net/news/school-trustees-lean-towards-two-grade-9-12-campus-in-salmon-arm/>). I understand you may be voting soon (potentially this spring) on whether to create two high schools in Salmon Arm, one at Jackson and one at Sullivan. I feel strongly that a robust conversation deserves to be held about such a significant change in our community, and it needs to involve kids, parents, community leaders, and Indigenous communities. A decision like this can affect the social fabric of our community and we all deserve to be formally part of this discussion prior to you making a decision. Creating two graduating classes in our town could be seen as a social engineering project as much as a building engineering project. People's lives and

social constructs are at stake and you need to move carefully and transparently with any changes in this regard. I urge you to allow a fulsome, public debate about what this could mean for our community.

The discussion of whether there should be two high schools in Salmon Arm must include the critical piece about who you envision attending which school. One of my main concerns about having two high schools in Salmon Arm is that in creating two graduating classes we also create two social classes. The "haves" and the "have nots". If you should decide to move forward, as a board, with creating two "classes of people" in Salmon Arm, you must clearly state who will be in the "have" (fancy new Sullivan school) vs "have not" (it's still the old Jackson school, no matter how much lipstick you put on it), before you vote.

I suggest you put it on the table that all the rural kids will attend Sullivan and all the in-town kids will attend Jackson, along with all the French immersion kids attending Jackson. I think we will then have a fair and interesting conversation. I am deeply concerned that the kids from the "less fortunate" postal codes (i.e. rural and downtown) will be relegated to the old Jackson school. Please consider the needs of those with less opportunity and less privilege (eg. rural, lower-income, Indigenous) at least as high as you would consider the needs of the more fortunate. And please be clear and up-front about who you plan to send to which school when making this decision.

We will have new leadership in our SD83 Senior Staff within a few months. A conversation regarding two high schools being set up in the community should wait for the new leadership. Such a decision will shape the future of our district and our community and should be made by those who will be responsible to implement the plans and live with the implications. Decisions like this affect people, not just budgets, and they definitely affect the future of our community.

The SD83 School Board, because of its history, and perhaps more than any other school board in our province needs to be careful and thoughtful about how to proceed with decisions.

Please don't rush into this decision to set up two high school graduating classes in Salmon Arm.

I look forward to attending the next board meeting and will be happy to bring these comments forward publicly. I am willing to discuss my thoughts personally with any of you. You can reach me at [REDACTED].

Thank you for your service and contribution to our public school system. I appreciate that your job is challenging. Thank you for listening to my concerns.

Sincerely,

Carmen Massey,
Mother of [REDACTED] (Grade 12) and [REDACTED]
(Grade 10). (Real students, with real lives who are affected by your decisions. They love school, by the way, and are having excellent high school experiences in Salmon Arm, Grades 9/10 at Jackson and Grades 11/12 at Sullivan.)
[REDACTED] Sorrento, BC

Would you like a response: No

Disclaimer

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From: Kari @ Toliver Design Inc.
Sent: April 9, 2021 12:41 PM
Subject: Salmon Arm High School Configuration Changes

Dear SD83 Board and Senior Leadership,

I am writing in response to a story published April 5, 2021, **School Trustees leaning towards to Grade 9 - 12 campuses in Salmon Arm**

I read with alarm that E5 is the option the majority of the trustees are leaning towards. I don't recall an E5 option being presented in the Long Range Facilities Plan. I reread the plan that is posted in your website in its entirety. E5 is not included. Where has E5 come from and where is the data to support it? I do note an online session was held Nov. 12/20 at 6PM. My entire business life has transitioned to online meetings - and I regret that I missed this one opportunity. I did participate in your survey.

I am very concerned about the comments from Trustee VanBuskirk that "the hardworking staff and students make the school and create the culture." I disagree. More importantly, my Grade 10 daughter attending JL Jackson disagrees. JL Jackson is an old school period - no matter how much new paint you apply. Sullivan is the pinnacle of high schools in Salmon Arm and [REDACTED] is really looking forward to finally arriving there for her final years - because of the amenities - not the staff. In addition - ALL of her friends/grad class are advancing from Jackson to Sullivan. They are truly excited for Grade 11. They've enjoyed Jackson - despite the pandemic - but SULLIVAN is finally on the horizon!!!

The same was true for our son who graduated from SASS Sullivan in 2002. He laughed at the two high school idea this past weekend - and commented that Jackson was where all the kids that got expelled from Sullivan had to go and called it "Jail Jackson". Sorry - but that's the reality and perception from my family.

At the end of the day you have to make some decisions about capacity issues in Salmon Arm. Shuffling kids around our schools is not just a numbers or shell game. Keep in mind the numbers represent young human beings with feelings about how they are valued within their school system. Creating two Grade 9 - 12 high schools in Salmon Arm with existing infrastructure will create a SHINY "HAVE" school and a DULL "HAVE NOT" school. I'd like my daughter to go to the shiny school with all the bells and whistles please. **Consider this my formal request.**

Bottom line, our region is growing and we need more schools. We need another elementary school and another high school - but I don't think the new high school needs to be in Salmon Arm. I think it needs to be in the South Shuswap.

Some other important points / and questions to consider:

1. The Long Term Facilities report prepared by the Cascade Group uses census and population growth data from 2016. Pre-pandemic. You don't need me to point out that

COVID-19 has dramatically changed the landscape and it was not even a blip on the radar screen in 2019 when this report was generated. I would guess that all population growth trends have been upended with families relocating to the Shuswap for smaller, rural living. Working from home is now an option for many - and if the real estate trend is any indication - families have relocated here in droves.

2. The 2020 CSRD Annual Report - attached; shows a 29% increase in the number of land-use permits and a 66% increase in building permits over 2019. The bulk of the building permits were in Area C (South Shuswap). A high school opened in the South Shuswap would likely have more students than Enderby or Sicamous if opened tomorrow.

3. Opening a high school in the South Shuswap would also truly put students first and solve the issue of bussing students from the North Shuswap for 3 hours a day over 4 years of their lives into Salmon Arm. It would also allow much needed space in SASS-Sullivan for SA area growth. I understand - the capital for this doesn't happen overnight. But for the longterm planning for this region is likely the best option and the quicker we get started, the better.

4. In previous Strategic Planning meetings I participated in as the former DPAC Chair, it was communicated that a "one size fits all model for grade structure" doesn't work for the varying Shuswap communities. This message was clear from all partner groups. People from outside of our region who don't have a vested interest in the long-term health of our communities wouldn't necessarily understand the thought process behind this.

5. FROM THE SD83 STRAT PLAN:

The **Students First** goal includes the following relevant strategies: •

Develop meaningful, varied, inclusive, and differential learning experiences ... : •

Increase project-based and inquiry learning opportunities... •

Expand opportunities for students to have input and choice of learning experiences;

•

Provide diverse learning opportunities inclusive of responsible technology-supported environment;

Have you held a **focus group with students to ask them** what they think about the two separate SA high school plan?

6. How will you decide which students get the privilege of going to the Sullivan Campus - and which ones will have to go the Jackson campus? Jackson has some great classrooms and a nice wood shop. Sullivan has a large athletics area, automotive shop, metal shop, culinary arts, theatre arts, dance academy and more. You cannot offer **equitable opportunities** for students at both schools without A LOT more money (Millions??) put into Jackson. Will the rural kids automatically be slated for Jackson? Will the SA catchment area get to go to Sullivan? I'd like answers to how the district intends to decide the catchment areas for the two proposed high schools - **prior to your decision.**

7. How would you handle the HR issue - and ensure **equitable course selection at each school**?

8. The cost to continually change grade configurations and renovate schools is astronomical and here we are again. My husband likens it to the military when a new General arrives, and he wants to change the colour of everything.

9. Why does this decision about DRAMATICALLY changing the social fabric of our community need to happen in May 2021 - after a year of unprecedented change with COVID? Your Senior Leadership team is also changing with the exit of the Superintendent and Treasurer. You will have a new Superintendent and Treasurer walking into a hornets' nest (I guarantee the two high separate high school idea will be one!).

10. The previous Board made decisions in an enrolment downturn selling off properties to collect \$\$ to pay for the new SD admin office and Works Complex addition. No - I haven't forgotten about this yet!

Silver Creek and Armstrong Elem were saved from the sales block at the 11th hour by irate parents. Trustee Lacmuth will remember this well as she was passionate about saving Armstrong Elementary. Aren't we thankful we still have these spaces to place students today! Ashton Creek Elementary was sold off - MV Beattie was beyond capacity on opening day. This whole situation serves to reinforce that decision making has to include far-reaching swings in population change and how quick that can happen - without following any projection models.

Schools are the fabric of our communities. A decision to create two separate Grade 9 - 12 high schools to Salmon Arm will not unite our communities. Please don't rush this decision, before having a fully transparent talk about the implications - with ALL of the stakeholders - including our youth!

I thank you all for the time you are providing to our school district. If you would like to discuss any of the points or questions I have raised, please contact me at [REDACTED].

Sincerely,
Kari and Gary Wilkinson

https://www.saobserver.net/news/school-trustees-lean-towards-two-grade-9-12-campus-in-salmon-arm/?utm_source=dlvr.it&utm_medium=twitter&fbclid=IwAR1czHyDHYQkPb7dS8OKtMgM7J4rJilvi1kjTaB8GhJFbh22NpSPkN750FU

<https://sd83.bc.ca/wp-content/uploads/2020/10/Cascade-Report-SD-83-LRFP-2019-final-draft.pdf>

Sent: Tuesday, April 20, 2021 6:06 AM
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

| | |
|-----------------------|---|
| First Name | Dan |
| Last Name | Carter |
| Address: | <i>Field not completed.</i> |
| Return email address: | <div></div> |
| Subject: | Hemp plastics research project - salmon arm FD |
| Body | <p>Hi,</p> <p>My name is dan carter, CEO of the Canadian hemp farmers alliance.</p> <p>My mission is to help advance the sustainable development goals by making functional hemp based products that reduce the need for further investing into environmentally unfriendly projects like:</p> <ol style="list-style-type: none">1) fracking for fossil fuels2) mining3) deforestation <p>I have recently been approved for funding by the Canadian federal and provincial government to help me complete my hemp biodegradable plastic research project.</p> <p>To complete this research project, I will be working with Canadian academia professors and master graduate students who will help me create Canadas first ever patented hemp biodegradable plastic pellet which can be molded into various products like:</p> <ol style="list-style-type: none">1) single use plastics2) auto mobile/fire truck parts3) housing materials <p>I am currently raising the additional 50% of the project costs of the funds through Kickstarter, which is a crowdfunding platform.</p> |

Any donations help!

Please share with those, who you think may be interested to donate and be apart of Canadas first ever hemp bio plastic research project.

Below is the Kickstarter link to my page:

https://www.kickstarter.com/projects/dancarterhempplastic/hemp-bio-degradable-plastic-food-cutlery?ref=user_menu

CEO - Dan Carter
Canadian Hemp Farmers Alliance

<https://www.canadianhempfarmersalliance.com>

<https://www.linkedin.com/in/dan-carter-24801476/>

Would you like a response:

Yes

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From: Charlie Burt

Sent: Tuesday, April 13, 2021 6:47 PM

To: Darin Gerow

Subject: SAPC Box

To Salmon Arm Mayor and Council.

I am writing you as the newly appointed City Liaison for the Salmon Pickleball Club.

The Pickleball Ball Club has obtained a defibrillator that we would like to have available for members safety at Klahani Park. Vandalism is a serious concern. With that in mind we are seeking your permission to be allowed to put our lock box back at the courts so we can safely store the defibrillator inside it. The box is 73" high, 48" wide and 18" deep. I have attached a photo. It would also be used to store a squeegee, extra balls and Covid protocol paraphernalia once we are allowed to play as a club again.

All club members would have the combination to access it. This would greatly benefit our approximately 175 members and also other users at Klahani Park as any club member on site could access it for anyone in cardiac distress.

We would work closely with Darin Gerow for placement and any possible issues that may arise with the understanding that if there are unresolved issues, Darin would have the authority to request we remove it.

Thank you for considering our request.

Charlie Burt
SAPC City Liaison



Mayor Alan Harrison and Councillors
City of Salmon Arm BC

Dear Mayor Harrison,

The Rotary Club of Salmon Arm is proud to celebrate its 75th year of Charter this year and on behalf of my club I would like to request the assistance of the City of Salmon Arm in marking this occasion. As you are undoubtedly aware, Rotary is committed to significant community support, both locally and internationally, and that is only possible with the numerous volunteers who step forward to make projects possible.

We have worked with the City on many projects over the years since 1946 and one of the latest is the excellent, and well utilized, Picnic Shelter, located in Blackburn Park. This shelter is an excellent example of the cooperative efforts of the city and Rotary and we would like to create an event which will not only celebrate our 75th anniversary but to also dedicate this structure, which has not yet been done.

Our intention is that we would schedule a non-public event at the Picnic Shelter on May 8th 2021 at which some community leaders, if possible including Mayor Harrison, our MLA and our MP, would be asked to speak a few words of their support of Rotary. This event would be contained to the immediate area of the shelter and would be video recorded for distribution via social media.

During this time of necessary caution because of COVID health restrictions we would ensure that only a very minimal number of individuals would attend, likely less than 10 persons, that they would maintain proper social distancing and would wear a face mask at all times when not speaking in front of the group for video recording. The public would not be invited to attend but would be cognizant of this event only through local media and social media. Rotary is very aware and supportive of the importance of following health guidelines and would certainly follow all direction of city staff and/or health regulations.

In order to create a significant visual impact for this dual celebration we include in this request permission to erect a large number of Canadian flags, likely 75 in total, in the area around the picnic shelter. These flags are part of our ongoing Canadian Flag Campaign and would be installed in the morning of the 8th and removed in the later afternoon. Our members would work with and follow the guidelines of city staff to ensure proper and non damaging installation. The only physical effect of these flags is a small stake for each one inserted into and later removed from the ground.

If there are any questions or need for further information please contact me at (250) 253 2134 or email at fenlwebb@gmail.com

Thank you for your consideration,

Patrick WEBB
President Elect,
Rotary Club of Salmon Arm



April 8, 2021

Mayor Alan Harrison
City of Salmon Arm
Box 40, 500 – 2 Avenue NE
Salmon Arm, BC V1E 4N2

Dear Mayor Harrison,

Forgive the electronic self-introduction. It is important to me in the early days of my term as the new president of Okanagan College to say hello and to communicate my commitment to ensuring continuation of the strong relationship that my predecessor and his colleagues helped establish with you for the benefit of Okanagan College and the citizens of your community.

Having recently arrived from Alberta and the presidency at Athabasca University, I appreciate the importance of a pick-up-the-phone-and-call relationship to deal with emerging opportunities or issues. To that end, I hope that you will feel free to call me when need arises (250.862.5403).

I am confident that we will have an opportunity to connect at some point soon as I immerse myself in learning about Okanagan College, your municipality, and the region. I realize the important role that Okanagan College has to play for the citizens of your community and the value our campus has for your city's cultural, economic and social fabric.

One of my first major undertakings will be to guide development of a fresh strategic plan for the College and our regional political representatives are clearly among the stakeholder groups that I have identified as key to that task.

Thanks for your interest in Okanagan College. I hope to continue to build on the success that Jim contributed to over the past 16 years and look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to be "NF", written over a light blue horizontal line.

Dr. Neil Fassina
President, Okanagan College

From: Sue Zhang
Sent: Monday, April 19, 2021 3:50 PM
To: Caylee Simmons
Subject: Re: Request of Proclamation/Greeting letter/ Flag Raising for Falun Dafa Day 2021

=====

Dear Mayor Alan Harrison,

We respectfully request a Proclamation or Greeting letter and a Flag-Raising ceremony in the City of Salmon Arm in recognition of Falun Dafa Day for this year (May 13, 2021). This is an annual celebration of the Falun Dafa community's contributions in Canada and to honour the Universal values of truthfulness, compassion, and forbearance.

[Falun Dafa](#) (also known as Falun Gong) is a self-improvement system, or cultivation practice for mind and body, rooted in the ancient Chinese culture. It consists of meditative exercises, and a moral philosophy aimed at the promotion of virtue. At the core of Falun Dafa's teachings are the tenets of "Truthfulness, Compassion, and Forbearance."

Falun Dafa transcends cultural boundaries and contributes to a healthier and a more harmonious society. Tens of millions of people from diverse cultures in over 100 countries, including Canada, benefit from practicing Falun Gong, where the [free teachings](#) help people improve their [mental, moral, and physical wellbeing](#).

During this pandemic, everyone has experienced so much pressure and stress, and the Falun Gong community is happy to help during these difficult times. [Scientific studies](#) & [survey results](#) have confirmed that meditation can help strengthen immunity and combat illness and stress. Thousands of Canadians have registered for our free online meditation exercise classes and the feedback has been wonderful! Please feel free to give it a try and to spread the word. For more info visit: www.LearnFalunGong.com

Over the years, worldwide recognition of Falun Dafa includes thousands of proclamations and greetings from government officials, including Canadian Mayors, Premiers, MPs, Senators and Prime Ministers, for its cross-cultural promotion of universal principles and contribution to a more healthy, peaceful, harmonious, tolerant, and compassionate society.

We would be honoured to receive a proclamation or greetings and to raise a Flag at the city of Salmon Arm on May 13, or any day during that week.

We look forward to your approval. Should you have questions, please don't hesitate to contact us.

Sincerely,

Sue Zhang

on behalf of Falun Dafa Association of Vancouver

Enclosures:

1. A short video of 'An Introduction to Falun Gong' (6:35 min)

<https://www.youtube.com/watch?v=aJ-A6xY47jc>

2. Greetings, proclamations for Falun Dafa Month Celebration 2020 (excerpt, 102 greetings):

This wonderful celebration is an opportunity to recognize the enduring teachings of Falun Dafa. Through the promotion of the universal principles of truthfulness, compassion and tolerance, this traditional Chinese practice has attracted a loyal following around the world. On behalf of Canada's Official Opposition, I am proud to salute the Falun Dafa Association of Canada for their diligent efforts to share this beneficial practice with Canadians. **—Hon. Andrew Scheer, Leader of the Official Opposition, Greetings for Falun Dafa Celebration 2020**

As peaceful practitioners in more than 100 nations mark the occasion, I am honoured to add my endorsement to your efforts, as you strive to help advance the values of openness, tolerance and freedom of conscience and religion here in Canada and globally. Today as we raise our voices in a united call..., please know there are those of us within the Liberal Party, who stand with you as friends **—Hon. Judy Sgro, MP, Co-Chair of Parl Friends for Falun Gong, Greetings for Falun Dafa Celebration 2020**

Regret we can't celebrate World Falun Dafa Day/Month on the Hill or Toronto City Hall this year...but millions around world reflecting on founding principles of Truthfulness, Compassion, Tolerance. I along the millions of Canadians dream a day...after all, when the tenet of Falun Dafa can be spoken out aloud in TianAnMen Square, Zhen, Shan, Ren. **—Hon. Peter Kent, MP, Co-Chair of Parl Friends for Falun Gong, twitter and video on May 13th Falun Dafa Day celebration, 2020**

The history of the world would have been profoundly in different in a more positive way had more people practiced Falun Gong. Knowing that and believing in the good will and leaders of the current members I am encouraged in how members of Falun Dafa will contribute to our communities into the future.

—Kevin Lamoureux, MP, greetings for Falun Dafa Month 2020

It is my sincere pleasure to extend greetings on behalf of Her Majesty Queen Elizabeth II, Queen of Canada,... , the world is facing the challenges of the COVID-19 pandemic,... The beautiful tenants of your practice – truthfulness, compassion and forbearance – are more relevant than ever. Thank you for promoting peace and harmony in the world.

–Hon. W. Russell Mirasty, Lieutenant Governor, Saskatchewan, Greetings for 2020

As Parliamentary Leader of the Green Party of Canada and Member of Parliament for Saanich-Gulf Islands, I am pleased to extend my warmest congratulations to the Falun Dafa community as you gather to celebrate Falun Dafa Day. I have great respect for the principles of Truth, Benevolence and Forbearance.

–Elizabeth May, MP, Parliamentary Leader of the Green Party, greetings for 2020

Due to the unprecedented and exceptional circumstances brought on by the Covid-19 pandemic this year, we are unable to come together to mark this occasion on the Hill. Nevertheless, I would like to convey my continued and wholehearted support for the Falun Dafa Association of Canada and their positive contributions to our society. ***–Thanh Hai Ngo, Senator, greetings for Falun Dafa Month 2020***

As you celebrate another amazing year of work dedicated to promoting harmony and goodwill in society. Thank you for your continued commitment to peace around the world. This has been exemplified through your efforts in improving individual spiritual, mental and physical wellbeing.

–Nathaniel Erskine-Smith, MP, greetings for Falun Dafa Month 2020

The Falun Dafa community promotes the practice of Truthfulness, Compassion and Forbearance. I stand with you in emphasizing the importance of these universal human values and their benefit to individual practitioners and to the world. ***–Garnett Genuis, MP, greetings for Falun Dafa Month 2020***

To celebrate what you stand for, for peace, for justice, for freedom and human rights.....To all those celebrating the 28th year of #FalunDafa I wish you a joyous anniversary! On this auspicious day, I reiterate my commitment to stand with you in your struggle against violence, tyranny, oppression, and dictatorship.

–James Bezan, MP, Twitter and Video for Falun Dafa Month 2020

We also received greetings from: MP Jenica Atwin, MP Rachael Harder, MP Kyle Seebach, MP John Brassard, MP Eric Duncan, MP Ted Falk, MP Brad Vis, MP Tamara Jansen, MP Marc Dalton, MP David Sweet, MP Michael Barrett, MP Scott Reit, MP Colin Carrie, MP Stephanie Kusie, MP Pat Kelly, MP Tom Kmiec, MP Len Webber, MP Jag Sahota, MP Heather McPherson, MP Kerry Diotte, MP Mike Lake, MP Kelly McCauley, MP Ziad Aboultaif, MP Dane Lloyd, MP Michael Cooper, MP Chris Warkentin, MP Shannon Stubbs, Former Senator Con Di Nino, MP Hon. Pierre Poilievre

Hon. Leela Aheer, MLA, AB, Hon. Peter Bethlenfalvy, MPP Mike Schreiner, MPP Lucille Collard, MPP France Gelin, MPP Daisy Wai, MPP Chris Glover, MPP Sheref Sabawy, MPP Stephen Crawford, MPP Lindsey Park, MPP Sam Oosterhoff, MPP Bhutla Karpoche, MPP Rudy Cuzzetto, MPP Suze Morrison, MPP Amarjot Sandhu, MPP Kaleed Rasheed, MPP Christine Hogarth, MPP Amy Fee, MPP Robin Martin, Sarah Stoodley MHA

| 2020Municipal Proclamation of Falun Dafa Day | 2020Greetings from Mayors |
|---|---|
| Mayor Mike Savage, Halifax, NS | Mayor Brian Bowman, Winnipeg, MB |
| Mayor Lisa Helps, Victoria, BC | Mayor Darren Ellis, George's Brook-Milton, NL |
| Mayor Charlie Clark, Saskatoon, SK | Mayor Daniel Conway, St. George's, NL |
| Mayor Michael Fougere, Regina, SK | Mayor Maurizio Bevilacqua, Vaughan, ON |
| Mayor Gordon Krantz, Milton, ON | Mayor Ed Holder, London, ON |
| Mayor Steve Clarke, Orillia, ON | Mayor Dan Carter, Oshawa, ON |
| Mayor Aldo Dicarlo, Amherstburg, ON | Mayor Walter Sendzik, St. Catharines, ON |
| Mayor Craig Copeland, Cold Lake, AB | Mayor Jeff Lehman, Barrie, ON |
| Mayor Maja Tait, Sooke, BC | Mayor Mike Bradley, Sarnia, ON |
| Mayor Leonard Krog, Nanaimo, BC | Mayor Gary McNamara, Tecumseh, ON |
| 2020 Greetings from Mayors | Mayor Jamie McGarvey, Parry Sound, ON |
| Mayor Ray Ralph, Devon, AB | Mayor Jonathan X. Côté, New Westminster, BC |
| Mayor Bill Given, Grand Prairie, AB | Mayor Brad West, Port Coquitlam, BC |
| Mayor Stuart Houston, Spruce Grove, AB | Mayor Jack Froese, Langley, BC |
| Mayor John Stewart, Beaumont, AB | Mayor Rob Vagramov, Port Moody, BC |
| Mayor Maja Tait, Sooke, BC | Mayor Don Scott, Wood Buffalo, AB |

Richmond Hill Deputy Mayor Joe DiPaola, Richmond Hill Councillor Tom Muench, Toronto Councillor James Pasternak, London Councillor Arielle Kayabaga, Toronto Councillor Josh Matlow, Toronto Councillor Brad Bradford, Markham Councillor Andrew Keyes, Hamilton Councillor Jason Farr, Niagara Falls Councillor Wayne Campbell, New Market Councillor Bob Kwapis, Kingsville Councillor Laura Lucier, Calgary Councillor Jeromy Farkas, Calgary Councillor Gian-Carlo Carra, Richmond Hill Councillor Karen Cilevitz,

From: Sue Zhang

Sent: Tuesday, April 20, 2021 10:12 AM

To: Caylee Simmons

Subject: Re: Request of Proclamation/Greeting letter/ Flag Raising for Falun Dafa Day 2021

Good Morning Caylee,

Thank you for your prompt reply, glad to know the request is in the Correspondence portion of the Agenda.

We understand the current situation of pandemic, if the flag raising ceremony is not feasible, we would also be grateful if can be just raise the flag and take a picture or video for us.

I am attaching the design of the flag here for your info.

Thank you and

Have a nice day!

Sue



Healthy Communities

Monthly Newsletter



April 2021

BC COVID-19 SPEAK Survey: Round 2

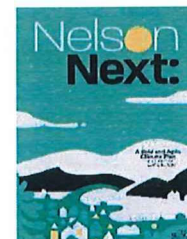
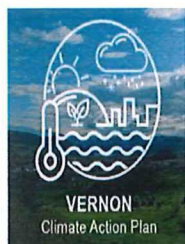
We invite you to participate in the [BC COVID-19 SPEAK Round 2 Survey](#). In May 2020, over 400,000 British Columbians participated in the first survey known as [BC COVID-19 SPEAK: Your story, Our future](#). Now one year into the pandemic, this new survey will help us to examine how British Columbians have been affected and how these experiences may inform recovery and re-opening. Please take some time to participate in this important survey and share it widely with your networks including friends, families, and colleagues. **See the bulletin attached to this email with more information.**



Community Recognition

Vernon and Nelson Councils Approve Climate Action Plans

Kudos to the City of Vernon and the City of Nelson Councils for endorsing their respective Climate Action Plans as they commit to actionable steps towards a resilient future. Both plans outline strategies for how both communities will reduce greenhouse gas emissions (mitigation) and how they will prepare for climate change impacts (adaptation). For more information, visit the City of Vernon's [website](#) and the City of Nelson's [website](#).



Village of Fruitvale Commits to 100% Renewable Energy by 2050

In celebrating more climate change good news - In March, the Village of Fruitvale council voted unanimously to commit to transition to 100% renewable energy by 2050. This makes Fruitvale the 10th community in the West Kootenay to commit to this goal and to make a plan for a healthier, safer, and cleaner community. To learn more, visit this [website](#).



Oliver Council Endorses Age Friendly Plan

During the April 12, 2021 council meeting, Council had accepted the [Age Friendly Assessment and Action Plan](#). This action plan includes 6 action areas including: updating the Town policy and programs, improving communication and connections, creating an age friendly public realm with physical infrastructure, supporting active opportunities for older adults, supporting community led initiatives and partnerships, and COVID-19 and future resilience. Check out their [website](#) for additional details!

Events & Learning Opportunities

Video Series: Climate Resilience and Asset Management

The Federation of Canadian Municipalities has a new video series exploring how municipalities across Canada are making climate action part of their asset management practices. The health impacts of climate change are enormous, so healthy communities are seriously considering this issue. [The four-minute videos](#) cover: climate impacts on service delivery, responding to climate change with asset management, and leadership in climate & asset management.

The End of Poverty: Tamarack Institute's Virtual Event



We are at a unique moment in history in which cities, provinces/territories and our federal government are all converging with independent, yet interrelated, poverty reduction strategies.

On **May 5-6th 2021**, join Tamarack's Cities Reducing Poverty Network to explore Ending

Poverty pathways and co-create a vision to end poverty for all Canadians. This virtual gathering is open to everyone. Elected officials from all levels of government, city staff, business leaders, funders, poverty reduction collaborative leaders, community organizations, and experts with lived/living experience of poverty will teach and learn together.

Registrants will also have the opportunity to deepen their learning through one of four courses offered at 50% off Tamarack's regular rate. Here is the [event webpage](#) to learn more & register.

Canadian Rural and Remote Housing and Homelessness Symposium

The Canadian Rural and Remote Housing and Homelessness Symposium, hosted by the Rural Development Network (RDN) is going virtual for its second year on **June 1-3, 2021!** Learn and interact with others from the comfort of your home! Every registration ticket includes access to all conference sessions, the virtual exhibition hall, the welcoming and closing ceremonies, and networking sessions. [Registration](#) is now open.



UBCM FireSmart BC Symposium

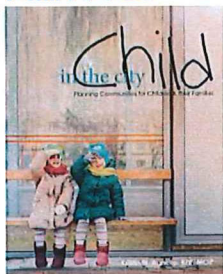
Registration is now open for the inaugural FireSmart BC Symposium: Our Shared Responsibility. Join in to learn about the future of FireSmart in BC and across the country, hear a live panel share FireSmart community success stories and much more. The virtual symposium is Wednesday, **May 26, 2021** from 8:30 am – 1:00 pm PT. [Find all the information here.](#)

Advancing Healthy Public Policy

What is Healthy Public Policy About?

[Healthy public policy](#) is one of the five building blocks of the Healthy Communities Approach. These policies can take many forms across a community to improve population health and quality of life, but are not necessarily developed by the health sector, as they focus on broader structural and social determinants of health rather than downstream healthcare services. Healthy public policy improves housing, living conditions (education, food security, childcare, transportation), livelihoods, and social and health services. You can find an array of **Policy Areas and Resources** on [UBCM's webpage](#) that support local governments in building healthy public policy and thus, healthier communities.

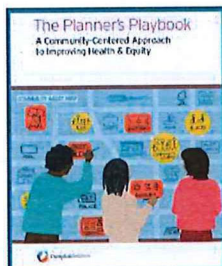
Child in the City: Planning Communities for Children and Their Families



Child and family-friendly communities acknowledge that an environment that addresses the needs of children – who have limited independent mobility, experience, and autonomy – is one that is friendlier and more accessible to people of all ages and abilities. This [toolkit](#) was developed collaboratively, with voluntary input from local governments, non-profit housing organizations, architects, urban designers, urban planners, developers, real estate specialists, researchers, and educators from BC.

How Age-friendly Communities Impact Social Connectedness

The goal of Age-Friendly planning is to create an environment in which older adults are able to age healthily in place (at home and/or within their community) and participate fully in their community, eliciting a sense of belonging and fostering social connectedness. Read the entire article [here](#) by Sarah Dyer, Community Well-being & Age friendly Specialist with BCHC.



The Planner's Playbook: A Community-Centered Approach to Improving Health & Equity

From ChangeLab Solutions in the US: [The Planner's Playbook: A Community-Centered Approach to Improving Health & Equity](#) offers guidance, resources, concrete steps, and examples for planners who wish to centre equity in their planning practice and disrupt patterns of structural disadvantage.

Funding News

PlanH Grants

Support is coming for Indigenous and local governments in B.C. who are striving to create equitable policies and processes. The PlanH Healthy Communities Grant Program is offering 30 grants for 2021 across two funding streams: [Community Connectedness](#) (20 grants of



\$5,000) and [Healthy Public Policy](#) (10 grants of \$15,000). Both grants also include customized supports from BC Healthy Communities staff. **Applications close June 1, 2021.** Learn more and apply at planh.ca/grants.

Local Government Development Approvals Grant

The province has announced a [new program to support local governments](#) in improving their development approval processes while meeting local government planning and policy goals when it comes to fulfilling the housing needs in our communities. The intent of this grant program is to aid the implementation of established best practices and innovative methods to support non-profit housing organizations, developers, and community stakeholders to deliver diverse housing types across the housing continuum. **Application deadline is May 7, 2021.**

Community Food Action Initiative (CFAI)

The Interior Health Community Food Action Initiative (CFAI) single year funding is now available to support communities within the Interior Health region to improve community food security. For 2021-22, only communities who have not received CFAI funding in the past 10 years (2010-2020) are eligible to apply. **Please see the Funding Guide attached to this email** for the list of eligible communities that have not received funding and for information on how to apply.

Grant applications are due May 17 by 4:00pm PST. Applications, as well as any questions, can be submitted to FoodSecurity@interiorhealth.ca.

First Nations Well Being Grant

As part of TogetherBC: B.C.'s Poverty Reduction Strategy, the First Nations Well Being Fund is now open to help promote well-being, quality of life, and reduce poverty at the community and/or Nation level. Here is the [press release](#) from the province. Stream 1 focuses on [Community Projects](#) and Stream 2 is for [Planning Projects](#). Please see this [website](#) for more information as well as some examples of topic areas. **Applications due before May 30, 2021.**

Active Transportation Planning Program

Local governments with a population up to 25,000 that meet the grant criteria are eligible for up to \$20,000 toward their active transportation planning costs. The intent of the [Active Transportation Planning program](#) is to support local governments to incorporate or enhance active transportation components of formal planning documents, including research, consultation, and policy development. Funding is provided by the Province of BC. Learn more about the [program here](#). **The application deadline is May 21, 2021.**

Sincerely,

Your Healthy Communities Team

healthycommunities@interiorhealth.ca

To subscribe, send a blank email with [Subscribe to Monthly e-newsletters](#) in the subject line.

To unsubscribe, send a blank email with [Unsubscribe to Monthly e-newsletters](#) in the subject line.

BC COVID-19 SPEAK: Your Story, Our Future – Round 2



We would like to invite you to participate in the BC COVID-19 SPEAK **Round 2** Survey.

<http://www.bccdc.ca/covid19survey>

In May 2020 over 400,000 British Columbians participated in the first survey known as *BC COVID-19 SPEAK: Your story, Our future*

This new survey will help us examine one year into the pandemic how British Columbians have been affected and how their experiences may inform recovery and re-opening.

Some of the key highlights from the first round of the SPEAK survey included:

- Families with children were struggling the most and had significant concerns about their child's overall well-being with school closures and significantly reduced social connections.
- Young adults were disproportionately affected by the pandemic in relation to employment, financial insecurity and disruption to significant development and life goals.
- Societal impacts have not been distributed equitably during the pandemic and are compounded for those already experiencing the most stress and with the least resources.

We hope you will lend your voice to this important survey to help further our understanding on the priorities for British Columbians as we seek to recover from the pandemic.

And finally, thank you for your continued efforts to help protect yourself and all British Columbians during COVID-19.



BC Centre for Disease Control



BCCDC Foundation
for Public Health

Purpose of Funding

The purpose of the Community Food Action Initiative (CFAI) funding is to support community-led activities that increase food security, food sovereignty and support local, healthy food systems.

CFAI funding has been given out by Interior Health since 2005. Over the past 15 years many communities have benefited from the funding. There are also many communities that have not received CFAI funding. Interior Health wants to make sure that all communities have a chance to apply for, and receive the funding.

For 2021-22, all CFAI funding is reserved for communities that have not received CFAI funding in the past 10 years (2010-2020). Please see the list of First Nations, Métis Nations, Urban Aboriginal Organizations, Incorporated Communities and Regions that are eligible for funding at the end of this document.

There is a total of \$30,000 of funding available. There are **five grants** available for **\$6,000** each.

Eligibility

Located in the IH Region:

- First Nations
- Métis Nations
- Aboriginal¹ communities or organizations
- Local governments
- Schools, school districts, academic institutions
- Non-profit organizations
- Community coalitions or councils

We recognize that the COVID-19 pandemic has had consequences on both food insecurity and our food system. We will not fund projects related to short-term pandemic relief. The goal of CFAI funding is to support communities to build resiliency and reduce the impact of emergencies in the future.

Please contact us at FoodSecurity@interiorhealth.ca if you have questions about your community's eligibility.

Funding Objectives

Many activities have the potential to increase food security and support a healthy food system, and are eligible for CFAI funding. Some examples of previously funded projects can be found [here](#).

Emergency food programs (e.g. buying food for hampers, hot meals), healthy eating/nutrition workshops and core operational expenses of current activities are not eligible for funding. Operational expense for pilot projects, and to expand current activities as part your CFAI project are eligible.

Please contact IH at FoodSecurity@interiorhealth.ca if you have questions about the eligibility of your idea or project.

Application

If you have an application for this project that you prepared for another Funder, you can submit this in lieu of our application requirements listed below. Please contact us if you have any questions.

If you require assistance completing your application, please contact us at FoodSecurity@interiorhealth.ca

Please respond to all these points:

Brief background information (not scored, please be brief):

1. Name and contact information of the organization applying.
2. Description of the organization making the application.

¹ For the purposes of this grant, 'Aboriginal' is used to describe First Nations, Métis, and Inuit peoples.

3. Describe any important or unique information about your community/region such as location and demographics.

Project Information – the project will be evaluated on the following information:

1. Summary of project – Is this a new project, or are you looking to grow a current project? What is the goal of your project? What activities will you do to reach the goal? What is your timeline?
2. Project need – What is the need for this in your community? How was the need for this project determined? What processes were used to identify the need?
3. Partnerships – Who is working with you on this project? How do you plan to build partnerships? What will the partners' role be?
4. Impact -What will the impact on the community be? How many people will benefit?
5. Evaluation - How do you plan to capture learnings from the project?
6. Budget – See template below, or submit your own budget format.

Proposals must be submitted in PDF format and have standard page borders, size eleven font and not exceed **two-pages**. The budget is not included in two-page limit.

Application deadline & Submission details

The deadline for applications is **Monday, May 17, 2021 at 4:00pm PST**. Applications can be submitted to Interior Health by email to FoodSecurity@interiorhealth.ca.

The earliest date successful applicants will be notified of a decision is June 11, 2021.

Budget Template

| Expense Description | Cost | Amount Requested from CFAI | Amount from other funding source or in-kind |
|---------------------|------|----------------------------|---|
| | | | |
| | | | |
| | | | |
| | | | |
| Totals | | | |



March 31, 2021

The Honourable Harry Bains
Minister of Labour
PO Box 9064, Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Bains,

On behalf of Victoria City Council, I am writing today to request favourable consideration for the below motion passed at the March 11, 2021 Council meeting:

WHEREAS the covid pandemic has exacerbated existing inequalities and its social, health, and economic impacts are particularly devastating for women and racialized communities; and

WHEREAS the tourism and hospitality industries have been drastically impacted; and

WHEREAS of the 50 000 hotel workers that were laid off in March 2020, the majority are women and people of colour; and

WHEREAS the duration of the pandemic means that recall rights require extension; and

WHEREAS there are reports of hotels in British Columbia refusing to commit to bringing workers back to their jobs when business returns; and

WHEREAS the City of City of Victoria is committed to a COVID recovery plan that takes better care of people, the environment, and the community than the systems we had before the pandemic; and

WHEREAS the City of City of Victoria recognizes hotel workers and people who work in the tourism industry as valued and valuable members of our community;

THEREFORE, BE IT RESOLVED THAT the City of City of Victoria affirms that people should not lose their livelihoods due to the pandemic; and

.../2

THAT the City of Victoria write to the Ministers of Labour and Tourism expressing our support for the right for laid off workers to return to their jobs when the pandemic eases; and

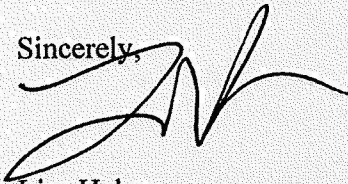
THAT this letter be forwarded to all BC municipalities asking to write their support; and

THAT the City of Victoria writes to the Association of Vancouver Island and Coastal Communities.

Though not expressly in the resolution, the intention of this motion was to write to both the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities, encouraging them to host future conferences and events in venues that respect worker rights and pay at least a living wage. A copy has been sent to both organizations.

Thank you for your time and consideration. Please do not hesitate to reach out should you have any questions regarding this letter.

Sincerely,



Lisa Helps
Victoria Mayor

Cc: Honourable Melanie Mark, Minister of Tourism, Arts, Culture and Sport
The Association of Vancouver Island and Coastal Communities (AVICC)
The Union of British Columbia Municipalities (UBCM)



Mayor's Office, City of Penticton

171 Main Street, Penticton, B.C. V2A 5A9

Tel: 250-490-2400 Fax: 250-490-2402

www.penticton.ca

April 13, 2021

President Brian Frenkel
c/o Union of British Columbia Municipalities
525 Government Street
Victoria, BC V8V 0A8

Re: B.C. Government's Use of Provincial Paramountcy to Undermine Local Government Bylaws

Dear President Frenkel:

On behalf of Penticton City Council, I am requesting the Union of British Columbia Municipalities write a letter to Premier John Horgan requesting the reconsideration of invoking Provincial Paramountcy as it relates to the violation of Penticton City Council's authority and the City of Penticton's Zoning Bylaws at 352 Winnipeg Street, Penticton, BC.

The following is a timeline of events:

- When COVID-19 struck in March, 2020 many facilities that provided showers, laundry services, and meals to our most vulnerable in our community had to close and/or adapt. The City via its Emergency Operations Centre (EOC), Emergency Management BC and BC Housing worked together to find a temporary "hygiene station" and isolation shelter for anyone that was needing to isolate during COVID.
 - 352 Winnipeg Street was not an ideal site for a hygiene station as it was adjacent to two seniors' homes. However, as the site contained a vacant and free standing building that could quickly be fitted for a hygiene station, the EOC supported and worked with BC Housing to quickly stand-up the hygiene station.
- In September, 2020 BC Housing approached the City to turn the isolation shelter into a 42 bed Temporary Emergency Winter Shelter. This use was contrary to City Zoning Bylaws and although met with trepidation from the neighbourhood, Council ultimately approved a Temporary Use Permit (TUP) for the isolation shelter to be converted and operate as Temporary Winter Shelter until April 1, 2021.
 - Video of the lengthy Council debates from our October 6th and 20th, 2020 meetings can be found on our website to better understand how clear individual Council members were that this was not an appropriate location, but that in the midst of the pandemic, they would grant a TUP on this one occasion.

- In March 2021, BC Housing sought an extension to this TUP until March 31, 2022 in effect changing the use from a temporary, emergency winter shelter to a year round shelter. Council denied this request based on zoning bylaws and the previous clearly communicated unsuitability of this location.
 - Via resolution, Council further directed Penticton's Safety and Security Advisory Committee to develop location selection criteria for a new, permanent winter shelter for Penticton.
 - Council initially learned of the Province's interests in exploring the use of paramourncy via an interview on Global news with Minister David Eby, who had met with Council twice early in the year to discuss a supportive housing project at 3240 Skaha Lake Rd., Penticton, BC.
- Again in March, BC Housing stated their intention to continue operations of the facility "on a balance of convenience" and asked Council to reconsider. Having been presented no alternate location as requested or new information; based on zoning bylaws and the previously communicated unsuitability of this location Council did reconsider the request and again denied the request.
 - Via resolution, Council further directed staff to work with BC Housing to find alternate solutions.
- At the writing of this letter, 352 Winnipeg now operates in contravention of the City of Penticton bylaws as a newly established year round shelter following the threat of Provincial Paramourncy.

While the issue at hand is a matter of land use and planning, it is important to note according to data provided directly from the current Minister responsible for Housing to City Council, Penticton has the highest number of supportive housing beds per capita in the Interior region. Each of these beds was developed with Penticton City Council's input and with respect for their role in the local decision making process.

In closing, Penticton City Council is hoping Minister David Eby, whom has invoked paramourncy on behalf of the Province, or Premier John Horgan as the head of a Government that promised to work collaboratively with Local Governments, reconsiders their position and adheres to our City's bylaws. As this could happen to any one of the other 188 local governments in B.C., we ask that the Union of British Columbia Municipalities, on behalf of its membership, request Premier John Horgan reconsider the use of Provincial Paramourncy with respect to 352 Winnipeg Street, Penticton, BC.

Yours truly,



John Vassilaki

Mayor

cc. Penticton City Council
 Donny van Dyk, Chief Administrative Officer
 Dan Ashton, Member of Legislative Assembly
 BC Local Government Elected Officials



News Release

penticton.ca

Council seeks support from UBCM to help challenge Provincial Paramountcy

(Penticton, BC – April 13, 2021) – On behalf of City Council, Penticton Mayor, John Vassilaki, has sent a letter to the Union of British Columbia Municipalities (UBCM) President, Brian Frenkel, requesting UBCM prepare a letter to BC Premier, John Horgan, supporting Council's position that the Province's recent use of Paramountcy is a violation of two Council decisions and the City's zoning Bylaws.

"My letter to Mr. Frenkel made it very clear that the issue at hand is a matter of land use and cooperative planning between two levels of government," said Penticton Mayor, John Vassilaki. "The Attorney General and Minister Responsible for Housing, David Eby, would have British Columbians believe that the City of Penticton is not doing its part to support the housing crisis. This is simply not the case and information provided directly from the Minister shows that Penticton has the highest number of supportive housing beds per capita in the interior region. All of these beds were developed with Penticton Council's input and with respect for Council's role in the decision making process.

"Today our previous working relationship of bilateral cooperation has been replaced by a unilateral hammer that puts our residents at risk of having the Provincial Government plan our community. As such, Council has reached out to Mr. Frenkel and the UBCM membership at large to seek their support in reversing the Province's conduct towards Penticton, or any other community they disagree with."

-30-

Contact:

Philip Cooper
Communication Manager
City of Penticton
250-490-2583

From: Do Not Reply / Ne Pas Répondre (statcan/statcan) <statcan.DoNotReply-NePasRepondre.statcan@canada.ca>

Sent: April 22, 2021 1:04 PM

To: Alan Harrison <aharrison@salmonarm.ca>

Subject: The 2021 Census is almost here, and we need your support / Le Recensement de 2021 arrive à grands pas, et nous avons besoin de votre soutien

La version française suit.

Dear Mayor:

The 2021 Census is almost here! As you know, census data are critical to decision makers and Canadians from coast to coast to coast. In addition to informing public policy, census data are vital for planning schools, hospitals, daycare centres, family services, public transportation, and skills training for employment. In addition, census data support numerous municipal programs related to infrastructure and public transportation and are used to measure Canada's sustainable development and environmental goals. Information from the 2021 Census will be even more crucial because it will help your community evaluate the impact of the COVID-19 pandemic and to better plan for the future.

Census collection will begin on May 3, 2021. Statistics Canada has adapted the collection process to ensure that all Canadians and our employees remain safe while participating in this vital national exercise. Data collected in the 2021 Census will inform many of the economic and health-related policy decisions that must be made by all levels of government in the coming months and years, as the aftermath of the COVID-19 pandemic continues to affect the lives of Canadians.

Statistics Canada will do everything it can to get Canadians to respond to the census without an in-person visit from a census employee. Completing the census questionnaire online is the best and fastest way to fulfill the census obligation. We anticipate that the great majority of Canadians will complete the questionnaire through our efficient, secure and user-friendly online application. Respondents without reliable access to the Internet can also call the Census Help Line to complete their census questionnaire over the phone or request a paper questionnaire.

In cases where a Statistics Canada census employee is sent to a dwelling for non-response follow-up, a new no-contact protocol will be followed. Under this protocol, no interviews will be conducted inside the respondent's dwelling. These interviews will instead be physically-distanced and the census employee will be required to wear a mask, and follow all public health guidelines.

I would appreciate your active support in helping us make the 2021 Census a success. We have developed the [Community Supporter Toolkit](#) and brought together products and resources to help you spread the word about the benefits and positive impact of the census for your community.

If you would like to express your municipality's support for the census, please share the municipal council resolution text below with your residents:

Be it resolved:

The "Council of (NAME OF CITY/TOWN/MUNICIPALITY)" supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community.

I would like to thank you and your municipality for your input to the census to date, and for your continued support and collaboration. I invite you to learn more about the 2021 Census on our [census website](#) and to follow our official [social media accounts](#).

In the coming weeks, a member of our communications team may contact you to discuss ways in which we can work together. Should you have any questions, please contact us at statcan.censusoutreach.west-rayonnementdurec.ouest.statcan@canada.ca.

Sincerely,
Anil Arora
Chief Statistician of Canada
Statistics Canada / Government of Canada
anil.arora@canada.ca

April 25, 2021

Mayor and Council of Salmon Arm:

My wife and I live at 1540 60th St. SE Salmon Arm on a small 10 acre parcel of land within the Agricultural Land Reserve. We have lived on these premises since 1992 and have raised our family of 4 children on this property.

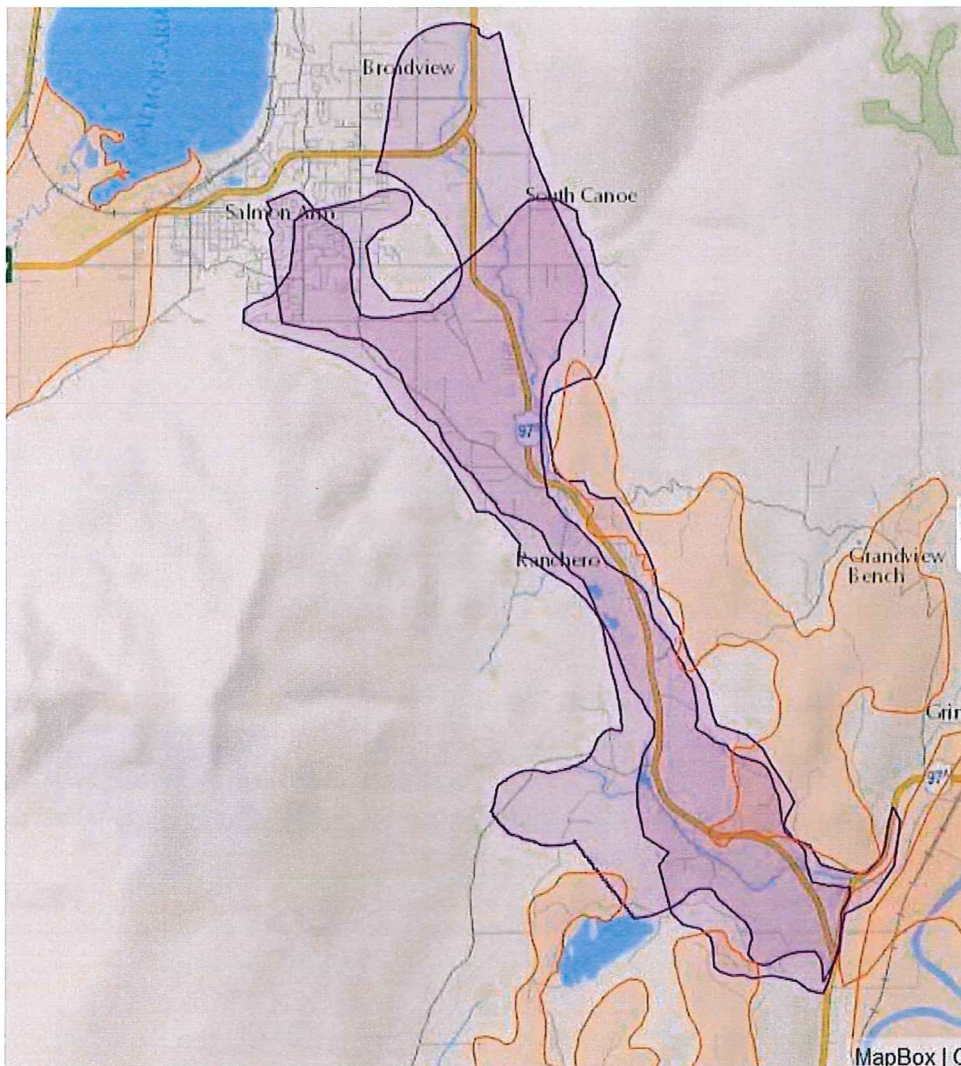
We wish to raise a number of concerns with the proposed water bottling facility in the industrial park.

1. In accordance with the Groundwater Licencing Requirements of BC, we applied to register our well last summer. Using the department's ground water calculator we made application for 13,650 m³/year for an area of 2.833 ha. which provided for irrigating our haylands , gardens, and lawns. After paying a bill for \$241.94 we were informed that because we were not currently irrigating our hay fields, our Conditional Water Licence would provide for 850 cubic meters per year at a rate not to exceed 0.2 per second, which was supposed to provide for our garden of approximately 0.2 hectares. " If you plan to irrigate a larger area in the future, you can apply for a new water licence" we were told.

Our concern is that firstly there is no grandfathering of any of our regions historical or potential agricultural requirements being considered in the current granting of licences, and secondly that we have been unsuccessful in having our current licence even moderately expanded, and thirdly, because both the "Bottling Works" and we are on the same Tuhok set of aquifers we will undoubtedly be competing with this

enterprise in the future, were we able to apply for additional water in our licence.

The 2 Tuhok aquifers are coloured in shades of purple



The characteristics of the 2 aquifers are in listed below:

Showing 1 to 2 of 2

| Aquifer number ↕ | Aquifer name ↓ | Descriptive location ↕ | Material ↕ | Litho stratigraphic unit ↕ | Subtype ↕ | Vulnerability ↕ | Size-km² ↕ | Productivity ↕ | Demand ↕ | Year of mapping ↕ |
|------------------|--------------------------|--------------------------------------|-----------------|----------------------------|---|-----------------|------------|----------------|----------|-------------------|
| 109 | Tuhok Confined Aquifer | Highway 97B | Gravel | | Confined sand and gravel - glacial | Moderate | 27.1 | Moderate | Low | 2017 |
| 108 | Tuhok Unconfined Aquifer | 4 kilometres southeast of Salmon Arm | Sand and Gravel | | Unconfined sand and gravel - late glacial outwash | High | 25.4 | Moderate | Moderate | 2017 |

2. Our second major concern is with the potential effluent from this Bottling Facility.

In our experience, water from this Tuhok aquifers is very hard, has very high levels of manganese and iron as well as calcium carbonate. Our neighbours have reported that on recent tests that they conducted, it was also found to have maximum tolerable level for uranium. While we have found it possible to treat the water for household use with water softeners and iron filters, we have found it unsuitable for drinking. With our minimal household use, the back flushing from these treatments into our septic system has caused significant challenges. In fact, Saturday night, April 24, 2021 we found our pipes for discharging these wastes completely clogged with calcium and iron debris and overflowing into the nearby drain. The following photo shows a cross-section of that pipe.



If this enterprise in the industrial park is going to be successful in producing both palatable and potable water for sale, it will undoubtedly require a process, (probably reverse osmosis) to remove these minerals to a tolerable level. In our experience, pre-filtering and filtering this Tuhok water for reverse osmosis is difficult to impossible. In any case the water needs of this enterprise may almost double to provide for the backflushing requirements of this water processing.

We believe that while this company's withdrawal of water from this aquifer may be beyond the City of Salmon Arm's jurisdiction, the City does have a vested interest in determining the outcome of the bi-products of its water processing. The proposed huge quantities of water that this company plans to process has the potential to produce tons of manganese, iron and calcium carbonate wastes, that in the current configuration of waste and surface water drainage in the industrial park will make their way to the marshes near Highway 97 B and into Canoe Creek, a fish bearing stream. Were it to also contain significant quantities of uranium, this could become a significant ecological disaster.

We believe that it behooves the City of Salmon Arm to demand knowledge of how and from which aquifer this company plans to draw its water, to understand the water processes that are going to be used to prepare the water for sale, what will be the nature of any bi-products of its productions and how they will be disposed of, in a manner that does not compromise the integrity of our local environment.

We appreciate your attention to these matters,

Len and Jean Lazzarotto

From: Jan Derpak [REDACTED]
Sent: Saturday, April 24, 2021 8:29 AM
To: FLNR.Minister@gov.bc.ca
Cc: greg.kyllo.MLA@leg.bc.ca
Subject: Urgent: Threats to the Water Supply in the Shuswap Region

Dear Honourable Minister Conroy,

I live in Salmon Arm, B.C., and I have just learned that there has recently been an application for a bottled-water-business permit here. This simply cannot and must not happen anywhere in the Shuswap region.

Why not:

1. Our “treated” residential water supply originates in Shuswap Lake, which is already threatened by an annual inflow of toxins coming in from rivers and creeks that pass through enormous and smaller dairy farms that have been increasing significantly in recent years in this region. Our water quality is already in danger of being seriously threatened by this situation, and people living here are dissatisfied with the apparent lack of necessary action needing to be undertaken to curtail such toxins from entering the lake. A commercial water-bottling business must not be added to the existing stresses affecting our water quality and availability. The people living here are already very concerned about our water.

2. As of last year, the water in the entire "Salmon Arm" of this lake—which provides treated water to this city and beyond— throughout Spring and Summer and into the Fall, was like pea soup: very cloudy, green, and not safe for ingesting. I saw, just yesterday, while walking on the wharf in Salmon Arm, that the algae bloom causing this significant problem has already begun this season. We don't know whether our water treatment/purification system is, in fact, still sufficiently adequate in its capacity to provide clean, safe, and de-toxified drinking water to our residents' homes. Many locals are very concerned about this, and it is not a good idea to be adding a bottled-water-business permit to the already challenging problems that exist.

3. We do not have another source of water, and if this permit/license were granted for a private bottled-water business it will only add, enormously, to such problems that we now have to deal with. It would only decrease the potential for saving our region's drinking water. It must be stopped. A permit *cannot be granted* for commercializing any water whatsoever in the Shuswap! We must find a way to stop this from happening.

4. Our water source for Shuswap Lake depends on the melting snow on the mountains surrounding this region. Should we have a mild winter without much snow, our lake's water will be reduced, which could be significant in amount. We simply cannot be risking having such a limited supply be taken by a commercial water business. *This is a very real risk that can't afford to be taken by granting such a permit.*

I believe strongly that you can help us. I ask that you please step in quickly to help curtail this permit application and block the possibility of such a permit/license being granted in this region.

Any potential for a commercial water-bottling business must simply be stopped, altogether, here in the Shuswap.

Thank you very much for your attention to this serious issue and to our citizens' genuine concerns for our water supply.

Yours sincerely,

Janice L. Derpak
Home owner on Shuswap Lake waterfront, for 30 years.

From: Margot [REDACTED]
Sent: Friday, April 23, 2021 5:07 PM
To: Carrie.Koch@gov.bc.ca; Caylee Simmons <csimmons@salmonarm.ca>; greg.kyllo.MLA@leg.bc.ca; FLNR.Minister@gov.bc.ca
Subject: Do Not Sell Our Water

To All Concerned,

Please do **not** allow the groundwater license in Salmon Arm for the purpose of bottling water.

As the climate continues to grow warmer and the water levels in our region are not rising overall, not to mention the gross negative environmental impact of plastic water bottles, this would be irresponsible and unwelcome in the Shuswap.

Salmon Arm has its own agricultural and ecological water needs, and the huge amount of water requested in the license is ridiculous.

We are blessed to live in a region that can provide much of its own food needs, and to allow such a large volume of water to be taken away could greatly reduce our food and water security. It makes no sense for our region to then have to ship food or water here when we should have what is necessary.

Reducing our ground water availability could also likely increase our summer fire susceptibility.

Please do not force this decision through when the vast majority of Salmon Arm and Shuswap residents would be against it, and it would be detrimental to our region in so many ways.

Sincerely,
Margot Deveau
(Grindrod resident, Salmon Arm teacher)