

1. November 8, 2021 Agenda And Correspondence

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[NOVEMBER 8, 2021 - AGENDA.PDF](#)

[NOVEMBER 8, 2021 CORRESPONDENCE.PDF](#)



AGENDA

City of Salmon Arm Regular Council Meeting

Monday, November 8, 2021
1:30 p.m.

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

Page #	Item #	Description
	1.	CALL TO ORDER
1 - 2	2.	IN-CAMERA SESSION
	3.	ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY <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 - 10	6.	CONFIRMATION OF MINUTES Regular Council Meeting Minutes of October 25, 2021
11 - 14	7.	COMMITTEE REPORTS
15 - 22	1.	Development and Planning Services Committee Meeting Minutes of November 1, 2021
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9. **STAFF REPORTS**
 - 43 – 46 1. Director of Engineering & Public Works – Unit #95-2011 Ford F-550 Service Truck, Engine Replacement – Budget Amendment & Sole Source
 - 47 – 50 2. Director of Engineering & Public Works – Canoe Forest Products Legacy Project Contribution towards Canoe Beach Playground Equipment
 - 51 – 54 3. Manager of Permits & Licensing – Application to expand patio seating area – Barley Station Brew Pub
 - 55 – 56 4. Director of Corporate Services – Janitorial Services Contract for City Hall/Court House Facility
10. **INTRODUCTION OF BYLAWS**
 - 57 - 74 1. City of Salmon Arm Zoning Amendment Bylaw No. 4483 [ZON-1222; Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8] – First and Second Readings
11. **RECONSIDERATION OF BYLAWS**
 - 75 – 106 1. City of Salmon Arm Highway Closure Bylaw No. 4468 [Part of 53 Street NE and Lane Adjacent to 5331 71 Avenue NE; Baker, S. & J.] – Final Reading
 - 107 – 130 2. City of Salmon Arm Zoning Amendment Bylaw No. 4471 [Text Amendment; Storage] – Final Reading
12. **CORRESPONDENCE**
 - 131 – 132 1. Informational Correspondence
13. **NEW BUSINESS**
14. **PRESENTATIONS / DELEGATIONS**
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
133 – 144	1.	Zoning Amendment Application No. ZON-1221 [Gelineau, P. & K./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R1 to R8]
145 – 158	2.	Zoning Amendment Application No. ZON-1220 [Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8]
159 – 174	3.	Zoning Amendment Bylaw ZON-1218 [City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone]
	24.	RECONSIDERATION OF BYLAWS
175 – 178	1.	City of Salmon Arm Zoning Amendment Bylaw No. 4477 [ZON-1221; Gelineau, P. & K./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R1 to R8] – Third and Final Readings
179 – 182	2.	City of Salmon Arm Zoning Amendment Bylaw No. 4480 [ZON-1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8] – Third and Final Reading
183 – 186	3.	City of Salmon Arm Zoning Amendment Bylaw No. 4481 [ZON-1218; City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone] – Third Reading
	25.	QUESTION AND ANSWER PERIOD
187 - 188	26.	ADJOURNMENT

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Item 2.

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Cannon

Seconded: Councillor Flynn

THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

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: November 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting Minutes of October 25, 2021, be adopted as circulated.

Vote Record

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

Opposed:

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

REGULAR COUNCIL

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chambers of City Hall 500 – 2 Avenue NE and by electronic means, at 1:00 p.m. and reconvened at 2:30 p.m. on Monday, October 25, 2021.

PRESENT:

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

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson
Director of Development Services K. Pearson
Director of Engineering and Public Works R. Niewenhuizen
Chief Financial Officer C. Van de Cappelle
Manager of Human Resources S. Wood
City Engineer J. Wilson (participated remotely)
Recorder C. Simmons (participated remotely)

ABSENT:

Councillor C. Eliason

1. CALL TO ORDER

Mayor Harrison called the meeting to order at 1:01 p.m.

2. IN-CAMERA SESSION

0523-2021

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: pursuant to Section 90(1) (c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; of the Community Charter, Council move In-Camera.

CARRIED UNANIMOUSLY

Council moved In-Camera at 1:01 p.m.

Council returned to Regular Session at 1:24 p.m.

Council recessed until 2:31 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 23.1 L. Reimer – email dated October 25, 2021 – ZON-1216

5. DISCLOSURE OF INTEREST

Councillor Wallace Richmond declared a conflict of interest with item 10.3 as she is employed by the Okanagan College.

6. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of October 12, 2021

0524-2021

Moved: Councillor Lavery
Seconded: Councillor Lindgren
THAT: the Regular Council Meeting Minutes of October 12, 2021, be adopted as circulated.

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS

1. Development and Planning Services Committee Meeting Minutes of October 18, 2021

0525-2021

Moved: Councillor Wallace Richmond
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee Meeting Minutes of October 18, 2021, be received as information.

CARRIED UNANIMOUSLY

8. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

9. STAFF REPORTS

1. Director of Engineering & Public Works - Award of RFP for Engineering Services for Auto Road Connection Detailed Design

0526-2021

Moved: Councillor Wallace Richmond
Seconded: Councillor Lavery
THAT: the proposal for Engineering Services for the Auto Road Connector Detailed Design be awarded to ISL Engineering and Land Services Ltd. for \$99,565 plus taxes, as applicable.

CARRIED UNANIMOUSLY

9. STAFF REPORTS – continued

2. Chief Financial Officer – Banking and Merchant Services 2022 – 2026

0527-2021

Moved: Councillor Cannon

Seconded: Councillor Lavery

THAT: Council award the Banking Services Contract to Scotiabank for the five (5) year term of January 1, 2022 to December 31, 2026;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Merchant Agreement with Chase Merchant Services for the five (5) year term of January 1, 2022 to December 31, 2026.

CARRIED UNANIMOUSLY

3. Director of Development Services – Recommendation to Cancel Notice Against Title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD (2240 – 26 Avenue NE)

0528-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the notice filed against the property title of Lot 1, Plan EPP30784, Section 24, Township 20, Range 10, W6M, KDYD (2240 26 Avenue NE) pursuant to Section 57 of the Community Charter be cancelled.

CARRIED UNANIMOUSLY

4. Director of Corporate Services – 2021 – 2022 Property Insurance Renewal

0529-2021

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council award the contract for provision of Property, Crime, Equipment Breakdown, Marina Operators Legal Liability, Environmental Impairment Liability and Cyber insurance to the Municipal Insurance Association of BC for the period of September 17, 2021 to September 17, 2022 for \$179,844.00.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4477 [ZON-1221; Houghland, M., Padgham, P. and Gelineau, P. & K./Padgham, J.; 1120 17 Avenue SE; R1 to R8] – First and Second Readings

0530-2021

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4477 be read a first and second time.

CARRIED UNANIMOUSLY

10. INTRODUCTION OF BYLAWS - continued

2. City of Salmon Arm Zoning Amendment Bylaw No. 4480 [ZON-1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; R-7 to R-8] - First and Second Readings

0531-2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4480 be read a first and second time.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond declared a conflict of interest and left the meeting at 2:51 p.m.

3. City of Salmon Arm Zoning Amendment Bylaw No. 4481 [ZON-1218; City of Salmon Arm; Text Amendment; Addition of Dormitory Use to the P3 Zone] - First and Second Readings

0532-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4481 be read a first and second time.

CARRIED UNANIMOUSLY

Councillor Wallace Richmond returned at 2:57 p.m.

11. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Council Procedure Bylaw Amendment Bylaw No. 4479 - Final Reading

0533-2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Council Procedure Bylaw Amendment Bylaw No. 4479 be read a final time.

CARRIED UNANIMOUSLY

2. City of Salmon Arm Permissive Tax Exemption Bylaw No. 4476 - Final Reading

0534-2021

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Permissive Tax Exemption Bylaw No. 4476 be read a final time.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

1. Informational Correspondence

5. J. McEwan, General Manager, Salmon Arm Fair – letter dated October 12, 2021 – Noise Bylaw

0535-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: Council authorize the extension of the noise bylaw for the winter festival Barn Dance at the Salmon Arm fairgrounds to 1:00 a.m. on November 26 and 27, 2021, subject to adherence with the Public Health Officer's guidelines.

CARRIED UNANIMOUSLY

4. S. Smandych-Sack, Director, Dragon Boat Festival – letter dated October 7, 2021 –Reservation of Marine Peace Park June 18, 2022

0536-2021

Moved: Councillor Cannon

Seconded: Councillor Lindgren

THAT: Council approve the Shuswap Rowing and Paddling Club to use Marine Peace Park and Wharf for the Shuswap Dragon Boat Festival on June 18, 2022, subject to adherence to the Provincial Health Officer's Guidelines and adequate liability insurance.

CARRIED UNANIMOUSLY

6. J. Broadwell, Manager, Downtown Salmon Arm – email dated October 20, 2021 – Seasonal Lighting on Ross Street Stage

0537-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council approve Downtown Salmon Arm to work with the Salmon Arm Art Gallery and staff to install seasonal lighting at the Ross Street Stage from November 20, 2021 to February 28, 2022, as outlined in the email dated October 20, 2021.

CARRIED UNANIMOUSLY

2. MRDT Five Year Business Plan

0538-2021

Moved: Councillor Flynn

Seconded: Councillor Cannon

THAT: Council approve the MRDT Five Year Business Plan 2022 – 2027 and authorize submission to the Province of BC.

CARRIED UNANIMOUSLY

13. NEW BUSINESS

14. PRESENTATIONS

15. COUNCIL STATEMENTS

16. SALMON ARM SECONDARY YOUTH COUNCIL

17. NOTICE OF MOTION

18. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

Councillor Flynn declared a conflict of interest as Sk'atsin Silvatech Ventures LLP is a client of his firm and left the meeting at 3:38 p.m.

1. 2022 Community Resiliency Investment Program

0539-2021

Moved: Councillor Lavery

Seconded: Councillor Cannon

THAT: Council authorize Sk'atsin Silvatech Ventures LLP, to submit an application under the 2022 Community Resiliency Investment Program for FireSmart and Wildfire Fuel Management to treat the following areas: Approximately 10 ha of Little Mountain Park legally described as Lot 1, Plan 33237, Section 18, Township 20, Range 9, LD 25, Except Plan 37043 and KAP73167 (Little Mountain Park);

AND THAT: Council agrees to have the Neskonlith Indian Band act as the primary applicant to apply for, receive and manage the 2022 grant funding on behalf of the City of Salmon Arm.

CARRIED UNANIMOUSLY

19. OTHER BUSINESS

20. QUESTION AND ANSWER PERIOD

Council returned to Regular Session at 3:47 p.m.

Council recessed until 7:00 p.m.

PRESENT:

Mayor A. Harrison

Councillor D. Cannon (participated remotely)

Councillor K. Flynn (participated remotely)

Councillor T. Lavery (participated remotely)

Councillor S. Lindgren (participated remotely)

Councillor L. Wallace Richmond (participated remotely)

Acting Chief Administrative Officer/ Director of Corporate Services E. Jackson

Director of Development Services K. Pearson

Director of Engineering and Public Works R. Niewenhuizen

Recorder B. Puddifant

ABSENT:

Councillor C. Eliason

21. DISCLOSURE OF INTEREST

22. HEARINGS

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON1216 [Text Amendment; Storage]

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

Submissions were called for at this time.

L. Reimer – email dated October 25, 2021 – ZON-1216

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:18 p.m.

24. RECONSIDERATION OF BYLAWS

1. City of Salmon Arm Zoning Amendment Bylaw No. 4471 – Third Reading

0540-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4471 be read a third time.

CARRIED

Flynn Opposed

25. QUESTION AND ANSWER PERIOD

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

26. ADJOURNMENT

0541-2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of October 25, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 7:44 p.m.

CERTIFIED CORRECT:

CORPORATE OFFICER

Adopted by Council the day of , 2021.

MAYOR

Item 7.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Cannon

THAT: the Development and Planning Services Committee Meeting Minutes of November 1, 2021, be received as information.

Vote Record

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

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

DEVELOPMENT AND PLANNING SERVICES COMMITTEE

Minutes of a Meeting of the Development and Planning Services Committee of the City of Salmon Arm held in Council Chambers, City Hall, 500 – 2 Avenue NE, Salmon Arm, BC, and by electronic means on Monday, November 1, 2021.

PRESENT:

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

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

ABSENT:

1. CALL TO ORDER

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

2. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

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

3. REVIEW OF THE AGENDA

4. DISCLOSURE OF INTEREST

5. REPORTS

1. **Zoning Amendment Application No. ZON-1222 [Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8]**

Moved: Councillor Eliason

Seconded: Councillor Lindgren

THAT: the Development and Planning Services Committee recommends to Council that a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range

5. REPORTS - continued

1. Zoning Amendment Application No. ZON-1222 [Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R-1 to R-8] - continued

10, W6M, KDYD, Plan EPP25406 from R-1 (Single Family Residential) to R-8 (Residential Suite Zone).

CARRIED UNANIMOUSLY

6. FOR INFORMATION

1. Early Termination of Land Use Contract P1971

Received for information.

7. IN-CAMERA

Moved: Councillor Flynn
Seconded: Councillor Lindgren
THAT: the Development and Planning Services Committee move In-Camera.

CARRIED UNANIMOUSLY

The Committee moved In-Camera at 8:15 a.m.
The Committee returned to the Regular session at 8:46 a.m.

8. CORRESPONDENCE

9. ADJOURNMENT

Moved: Councillor Flynn
Seconded: Councillor Lavery
THAT: the Development and Planning Services Committee meeting of November 1, 2021, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:46 a.m.

Mayor Alan Harrison
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: November 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Eliason

THAT: the Greenways Liaison Committee Meeting Minutes of October 7, 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, October 7, 2021 at 3:30 p.m.

PRESENT:

Brian Browning, Shuswap Trail Alliance
Steve Fabro, Citizen at Large
Joe Johnson, Citizen at Large
Rob Bickford, Citizen at Large
Kevin Flynn, Chair

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
Chris Stromgren, Shuswap Trail Alliance

The meeting was called to order at 3:35 p.m.

1. 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.

2. Introductions

3. Presentations

4. Approval of Agenda and Additional Items

Moved: Steve Fabro

Seconded: Brian Browning

THAT: the agenda for this Greenways Liaison Committee Meeting of October 7, 2021 be so approved.

CARRIED UNANIMOUSLY

5. Approval of Minutes of Previous Greenways Liaison Committee Meeting

Moved: Steve Fabro

Seconded: Rob Bickford

THAT: the minutes of the Greenways Liaison Committee Meeting of June 3, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business / Arising from minutes

none

7. New Business

- **Fish & Game Club – closed trails**

After background review and following the meeting, the GLC made a site visit with Fish & Game representatives to view the closure.

- **Hillcrest Walking Route**

An opportunity for a signed neighborhood greenway network was presented. A route map is to follow.

Moved: Brian Browning

Seconded: Joe Johnson

THAT: the Greenways Liaison Committee supports in principle the concept of a signed Hillcrest Greenways network.

CARRIED UNANIMOUSLY

- **Salmon Arm Parks & Trails Guide – MRDT project**

An opportunity for a guide to promote Salmon Arm parks and trails was discussed. More details to follow, as well as coordination with EDS and visitor info centre.

Moved: Joe Johnson

Seconded: Steve Fabro

THAT: the Greenways Liaison Committee supports in principle the concept of a Salmon Arm parks and Trails Guide.

CARRIED UNANIMOUSLY

- **Park Hill Crosswalk**

This may be discussed at a future meeting.

- **2022- Greenway Priorities**

2022 Greenway projects were discussed (Appendix 1). Four projects were detailed. The potential South Canoe Bike Wash Station was raised as a past initiative, with a suggestion that it be added to the potential 2022 projects.

Moved: Joe Johnson

Seconded: Steve Fabro

THAT: the Greenways Liaison Committee supports the amended 2022 Greenways Projects budget.

CARRIED UNANIMOUSLY

8. Other Business &/or Updates

- **DSA Active Loop**

The DSA Downtwon Active loop was noted. This may serve as a comparable for other neighbourhood walking loops connecting existing infrastructure.

- **STA Update - Planning and Projects (Appendix 2)**

The STA outlined efforts and projects in progress (attached). In addition to a range of projects, notably the Secwepemc Landmarks project is ongoing, and the STA website will be updated. The northeast slopes of Mt Ida were discussed as a regional working group has been formed and is in ongoing planning efforts for this area. Foreshore monitoring project was noted.

- **South Canoe Update**

The parking lot project will continue with fencing, amenity installation and trail adjustments to define the area. A recent volunteer day brought out approximately 30 volunteers to work on the trails. Snow grooming is poised to resume, with a second groomer in place.

- **Active Transportation Task Force**

The ATTF process was noted as ongoing. Update provided, including the successful grant applications. It was noted that some committee reconfiguration may result in the future.

9. Next meeting - Thursday, November 18

Moved: Steve Fabro

Seconded: Joe Johnson

THAT: the Greenways Liaison Committee Meeting of October 7, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:35 p.m. A site visit to the Fish & Game Club followed.

Endorsed by Meeting Chair

Received for information by Council on _____, 2021

Attachment – 2022 Greenways Projects

Attachment – STA update

Attachment – DSA Loop

Atatchement – Foreshore Monitoring Report

Proposed 2022 Greenways Projects

revised: October 2021

Projects	Budget	Type	Comment
Hoadly Park - Improvements	\$3,100		Create loop within Hoadly Park
Turner Creek Trails - Improvements	\$7,500		Erosion fix @ 6 Avenue connector & wet trail at 100 blk - 28 Street NE
Trail Planning (East Cane Creek DH Planning)	\$2,700		Planning new trails
Trail Planning (Kela7scen Recreation Mgt Plan)	\$15,000		Planning new trails
S. Canoe Bike Wash Station	\$12,000		Supply & install a bike wash station
Total	\$40,300		
2021 Carry Forward Total			
Signage (Global)	\$20,000	CF	waiting on SD #83
Bike & School Connectors	\$2,941	CF	waiting on SD #83
Bike & School Connectors Design	\$5,000	CF	waiting on SD #83
Trail Improvement - Construction	\$2,397	CF	waiting on SD #83
Urban Connection Trail Design	\$2,500	CF	waiting on SD #83
S. Canoe Trail Parking		CF	Still work remaining in 2021
SASS Bypass Trails - Legal & Survey	\$20,000	CF	SD#83 Right of Ways
2022 Budget Total	\$52,838		
TOTAL	\$93,138		

Shuswap Trail Alliance Project Summary: 2021

City of Salmon Arm: Greenways Project Summary 2021

UPDATED: Oct 06, 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					
2107	Salmon Arm - Planning (General) 2020		\$2,824.10	\$1,005.44	in progress	City SA					
	Salmon Arm - Townie Loop Sign Project				to confirm	City SA					?
2138	Salmon Arm - West Bay		\$877.66	\$204.51	need funding	ALIB/NIB/SLIB/CSA/IHA/CPR/CSRD/MP/MLA/STA/SCS					
	South Canoe - Skills Park and Greenspace	\$26,000.00	\$5,000.00		in progress	City SA/CFC/STA					
1956	South Canoe - Rob Nash Memorial Shelter	\$3,853.69			in progress	City SA/STA/SCF/SC Outdoor School/HINash					
2116	South Canoe Upgrades/Planning/Voly - General 2020		\$6,383.06	\$1,780.50	in progress	City SA/Rec Sites/SC Advisory partners					
	Uptown Greyways Loop				to confirm	City SA					
2021 Project Total		\$34,112.64	\$15,084.82	\$2,990.45			0	0	0	0	0
Combined Value			\$52,187.91								

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					
	LHT - East Canoe Creek Bridge	\$8,070.00			in progress	Various/EQ Dressage/Donations					
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/SArtsC/ST					
2058	Secwepemc Landmarks and Trailhead Signposts (Heritage BC)	\$13,200.00			in progress	Heritage BC/STA					
2148	Secwepemc Landmarks Phase 2 - Cerip	\$128,000.00				CERIP					
	Secwepemc Landmarks Phase 2 - TOTA	\$170,000.00				TOTA					
2120	Shuswap Regional Trail Strategy Roundtable 2021	\$616.67		\$1,400.14	in progress	Various/Rec Sites/CSRD/ST/Lks Div/Fraser Basin/IHA, WO-18-230-079					
	South Canoe Winter grooming/storage										
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) (McGuire Lk signage)	\$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		\$363,786.67	\$0.00	\$1,400.14			0	0	0	0	0
Combined Value			\$365,186.81								

City of Salmon Arm: Greenways Project Summary 2021

UPDATED: Oct 06, 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**Projects (Completed): 2021**

		Partner Funding	STA Funded	In-Kind	Status	New m	Fix m	Maintain m	Plan m	Signs #
		Partner Funding	STA Funded	In-Kind	Status	New m	Fix m	Maintain m	Plan m	Signs #
2100	Lamb Greenway Subdivision Assessment	\$537.91								
1858	Salmon Arm - Hillcrest Subdivision Greenways 2018 (Hillcrest Heights)	\$25,000.00		\$281.60	finished	City SA PO#46439	800			
2108	Salmon Arm - Spring Maintenance	\$9,668.54		\$765.00	finished	City SA		43,490		
2156	Salmon Arm - Forshore Trail Upgrades	\$8,742.61			finished	City SA	280			
2116	South Canoe - Summer Students Brushing (CSJ - confirmed)	\$5,585.94	\$335.77		finished	STA/CSJ				
2057	Peter Jannink Burdock Removal (Shuswap Naturalist Club)	\$2,408.34			finished	Shuswap Naturalist Club				
2165	Yellow Flag Iris Removal	\$8,000.00		\$1,081.65	finished	CSISS/STA				
Total Projects Completed 2021		\$59,943.34	\$0.00	\$2,128.25	*doesn't include GST	800	280	43490	0	0

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Item 7.3

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: the Social Impact Advisory Committee Meeting Minutes of October 15, 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, October 15, 2021**, at 8:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Chair
Tim Gibson	Shuswap Children's Association
Patti Thurston	Shuswap Family Centre
Jen Gamble	Shuswap Immigrant Services
Jo-Anne Crawford	Shuswap Association for Community Living (SACL)
Dawn Dunlop	Canadian Mental Health Association
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Kim Sinclair	Aspiral Youth Partners
B. Puddifant	City of Salmon Arm, Recorder

ABSENT:

David Parmenter	Interior Health Association-Mental Health
Kristy Smith	Okanagan Regional Library

GUESTS:

Chiara Dentry	Volunteer Coordinator, Seniors Resource Centre
Gudrun Malmqvist	Shuswap Family Centre

The meeting was called to order at 8:01 a.m.

1. **Introductions**
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: Jo-Anne Crawford

Seconded: Patti Thurston

THAT: the Social Impact Advisory Committee Meeting Agenda of October 15, 2021, be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of September 24, 2021 Social Impact Advisory Committee Meeting

Moved: Paige Hilland

Seconded: Kim Sinclair

THAT: the minutes of the Social Impact Advisory Committee Meeting of September 24, 2021 be approved as circulated.

CARRIED UNANIMOUSLY

6. Old Business/Arising from minutes

a) SPARC BC Report

Councillor Wallace Richmond spoke regarding recommendations in the SPARC BC report and the role the Committee can play in offering advice to Council on next steps.

Committee members expressed the importance of the City's involvement in social development.

Councillor Wallace Richmond explained that the City typically provides support for other sectors such as arts, trails, economic development, recreation, and policing through fee for service arrangements. While social development has not previously fallen into this model, it could be in the future. Work is underway with Urban Matters to articulate the role of the City in relation to social wellbeing and more information should be available before the end of the year.

The need for a Social Planning Council with potential involvement of the wider region was discussed.

7. New Business

a) Volunteer Bureau discussion

Chiara Dentry, Seniors Resource Centre, outlined the prospect of creating a central volunteer hub for use by multiple organizations. This hub could include the ability to partner volunteers with an organization to suit interest and skills. The Committee agreed that COVID-19 has reduced the volunteer pool in the community.

Councillor Wallace Richmond encouraged all Committee members to locate any information they may have regarding a volunteer pool. This matter will be brought forward at the next Committee meeting.

8. Other Business &/or Roundtable Updates

9. Next meeting – Friday, November 19, 2021 at 8:00 a.m.

10. Adjournment

Moved: Kim Sinclair

Seconded: Paige Hilland

THAT: the Social Impact Advisory Committee Meeting of October 15, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:58 a.m.

Councillor Louise Wallace Richmond, Chair

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

Item 7.4

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the Housing Task Force Meeting Minutes of October 25, 2021, be received as information.

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

Minutes of the **Housing Task Force** Meeting held electronically on Monday, October 25, 2021, at 11:00 a.m.

PRESENT:

Councillor Louise Wallace Richmond	City of Salmon Arm, Co-Chair
Paige Hilland	Shuswap Area Family Emergency (SAFE) Society
Jeff Ragsdale	Member at Large
Calvin Berger	Member at Large
Dawn Dunlop	Canadian Mental Health Association (CMHA)
Lana Fitt	Salmon Arm Economic Development Society (left the meeting at 12:00 p.m.)
Ian McDiarmid	McDiarmid Construction Ltd. (entered the meeting at 11:06 a.m.)
Barry Delaney	Salmon Arm Savings and Credit Union (SASCU)
Erin Jackson	City of Salmon Arm, Director of Corporate Services
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Councillor Tim Lavery	City of Salmon Arm, Co-Chair
Louis Thomas	Councillor, Neskonlith Indian Band
Steven Teed	Adams Lake Indian Band

GUESTS:

The meeting was called to order at 11:00 a.m.

1. Introductions and Welcome

2. Acknowledgement of Traditional Territory

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

3. Approval of Agenda/changes and Additional Items

Item 7 e) – Available Land for housing

Moved: Paige Hilland

Seconded: Lana Fitt

THAT: the Housing Task Force Meeting Agenda of October 25, 2021, be approved with addition.

CARRIED UNANIMOUSLY

4. Approval of Minutes of September 23, 2020 Housing Task Force Meeting

Moved: Jeff Ragsdale

Seconded: Barry Delaney

THAT: the minutes of the Housing Task Force Meeting of September 23, 2020 be approved as circulated.

CARRIED UNANIMOUSLY

5. Presentations**6. Old Business/Arising from Minutes****7. New Business**

- a) SPARC BC report from Social Impact Advisory Committee
Councillor Wallace Richmond outlined the Social Impact Assessment report prepared by SPARC BC with grant funds received under the BC Government Poverty Reduction Planning and Action Program.
- b) Matrix from Community Housing Report
Councillor Wallace Richmond identified areas of the matrix that have been accomplished and/or in progress and encouraged the Task Force members to review to identify areas that the Task Force can assist with.
- c) General Housing Stats – 2019 – 2021
Councillor Wallace Richmond noted that the building statistics reflect a slight increase in multi-family residential new buildings during this time period.
- d) Future of Housing Task Force
Councillor Wallace Richmond outlined areas that the Task Force could move forward by reviewing the Matrix in the Community Housing Report and to assist in implementation of action items. Members of the Task Force agreed that there is work yet to be done as housing for vulnerable populations as well as market residential properties remains a challenge and see the value of the Task Force moving forward.
- e) Available Land
Dawn Dunlop requested that the City provide the Task Force with information on properties within the City zoned R-4 and R-5 (Medium and High Density Residential). Jeff Ragsdale identified residential lots available on the multiple listing service as well as some larger parcels. The current and potential future involvement of BC Housing was discussed.

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

a) Member updates

Task Force members provided an update of their organizations and discussed housing needs in our community.

9. **Next meeting** – November 22, 2021 at 11:00 a.m.

10. **Adjournment**

Moved: Jeff Ragsdale

Seconded: Barry Delaney

THAT: the Housing Task Force Meeting of October 25, 2021 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 12:06 a.m.

Councillor Louise Wallace Richmond
Co-Chair

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

Item 7.5

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Mayor Harrison

Seconded: Councillor Lavery

THAT: the Active Transportation Task Force Meeting Minutes of November 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 Meeting of the **Active Transportation Task Force** held by electronic means on **Monday, November 1, 2021** at 10:00 a.m.

PRESENT:

Mayor Alan Harrison	City of Salmon Arm, Chair
Councillor Tim Lavery	City of Salmon Arm, Chair
Marianne VanBuskirk	School District No. 83
Joe Johnson	Greenways Liaison Committee
Blake Lawson	Citizen at Large
Camilla Papadimitropoulos	Citizen at Large
Kathy Atkins	Citizen at Large
Steve Fabro	Citizen at Large (left the meeting at 11:20 a.m.)
Gary Gagnon	Citizen at Large
Phil McIntyre-Paul	Shuswap Trail Alliance
David Major	Shuswap Cycling Club
Kristy Smith	Social Impact Advisory Committee
Anita Ely	Interior Health (entered the meeting at 10:34 a.m.)
Lana Fitt	Salmon Arm Economic Development Society
Jenn Wilson	City of Salmon Arm, Engineer
Chris Larson	City of Salmon Arm, Senior Planner
Barb Puddifant	City of Salmon Arm, Recorder

ABSENT:

Craig Newnes	Councillor, Adams Lake Indian Band
Louis Thomas	Downtown Salmon Arm
	Councillor, Neskonlith Indian Band

GUESTS:

David Dean	ICBC
Jen Bellhouse	Shuswap Trail Alliance

The meeting was called to order at 10:00 a.m.

1. Call to Order, Introductions and Welcome

2. Acknowledgement of Traditional Territory

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

3. Approval of Agenda and Additional Items

Moved: Steve Fabro

Seconded: Camilla Papadimitropoulos

THAT: the Agenda for the November 1, 2021 Active Transportation Task Force Meeting be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of minutes from October 4, 2021

Moved: Marianne VanBuskirk

Seconded: Steve Fabro

THAT: The minutes of the Active Transportation Committee Meeting of October 4, 2021 be approved.

CARRIED UNANIMOUSLY

5. Presentations

David Dean, Road Safety Engineer, ICBC outlined the Road Improvement Program and was available to answer questions from the Task Force.

6. Old Business / Arising from Minutes**a) Terms of Reference update**

A group consisting of Phil McIntyre-Paul, Craig Newnes and Councillor Lavery drafted an updated Terms of Reference for the Task Force in consultation with City staff. Phil McIntyre-Paul outlined the proposed mandate and scope of the Task Force and Councillor Lavery spoke regarding membership and term of the membership. The updated Terms of Reference include guidance during the Request-for-Proposal development. Mayor Harrison and Councillor Lavery spoke regarding the role that the Task Force can play in the RFP process.

Councillor Lavery outlined the proposed term of membership to continue until final Active Transportation submission to Council, possibly fall of 2022.

Moved: Anita Ely

Seconded: Camilla Papadimitropoulos

THAT: the Task Force recommends to Council that the updated Terms of Reference dated October 15, 2021 be adopted.

CARRIED UNANIMOUSLY

7. Sub-Group Updates

RFP sub-group – David Major spoke regarding the goal and approximate timeline of the RFP. The goal will be to work with City staff to release the RFP for application by early 2022 with a projected start date for the successful consultant to commence work in March of 2022 to meet the 2023 deadline. The RFP sub-group will work towards compiling a completed list of priority projects. The current list of projects is available on the Trello platform for review by the Task Force members.

Interim Ideas Sub-Group – Blake Lawson spoke regarding the outcome of the October meeting of the sub-group consisting of Councillor Lavery, Blake Lawson, Marianne VanBuskirk and Craig Newnes. This group will continue to work towards plans for Safe Route to School, Quick Win Initiatives (bylaw review, transit system, traffic calming, etc.) and Rapid Response ideas as well as formulating ideas to present to Council. The Ebike incentive program currently in use in Nelson was discussed. Councillor Lavery will reach out to other communities who have a similar program in place.

8. New Business

9. Other Business &/or Roundtable Updates, Ideas and Questions

10. Next Meeting

The next meeting of the Active Transportation Task Force will be December 6, 2021 at 10:00 a.m.

11. Adjournment

Moved: Phil McIntyre-Paul

Seconded: Lana Fitt

THAT: the November 1, 2021 Meeting of the Active Transportation Task Force be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:35 a.m.

Mayor Alan Harrison, Co-Chair

Councillor Tim Lavery, Co-Chair

Received for information by Council the day of , 2021.



Active Transportation Task Force Terms of Reference

Mandate:

The primary goal of the Active Transportation Task Force during the planning phase is to provide information, support and recommendations to Council, staff, and consultants that will guide the city in developing a modern Active Transportation Plan that meets the needs of a growing community; and to position the city for potential Active Transportation funding opportunities from higher levels of government.

In addition, the Active Transportation Task Force will provide recommendations on existing Active Transportation projects already underway and new interim initiatives that might arise.

Scope:

- Provide guidance during Request-for-Proposal (RFP) development
- Support council and staff during the consultant selection process
- Provide recommendations throughout the Active Transportation planning process
- Help to ensure the planning process engages the whole community
- Provide recommendations for the final plan
- Provide recommendations on current and interim Active Transportation initiatives
- Act as a forum for ongoing communication on relevant initiatives underway within the City of Salmon Arm and throughout the region and province

Membership: (17)

- Two (2) members of council as co-chairs
- One (1) member from Adams Lake Indian Band
- One (1) member from Neskonlith Indian Band
- One (1) member from Shuswap Trails Alliance
- One (1) member from Salmon Arm Economic Development Society
- One (1) member from Downtown Salmon Arm
- One (1) member from School District #83
- One (1) member from Interior Health
- One (1) member from Shuswap Cycle Club
- One (1) member from Greenways Liaison Committee
- One (1) member from Social Impact Advisory Committee

- Five (5) Citizens-At-Large including (1) member from the mobility aid community.

Representatives from community organizations will be required to re-submit formal letters confirming appointment from their boards and identify alternates who will be required to attend in the absence of the appointed member.

Quorum:

Fifty percent (50%) plus 1 shall constitute a quorum.

Staff Support:

- Resource staff from Development Services and Engineering; and
- Recording secretary

Timelines:

The Task Force will provide support until submission of the final Active Transportation Plan to Council. During this time, the Task Force will meet every month at minimum. Sub-groups may meet more or less frequently as needed.

Reporting:

- Meeting minutes will be presented to Council.
- All recommendations of the Task Force must be ratified by Council.
- All media releases must be ratified by Council.

Item 8.1

CITY OF SALMON ARM

Date: November 8, 2021

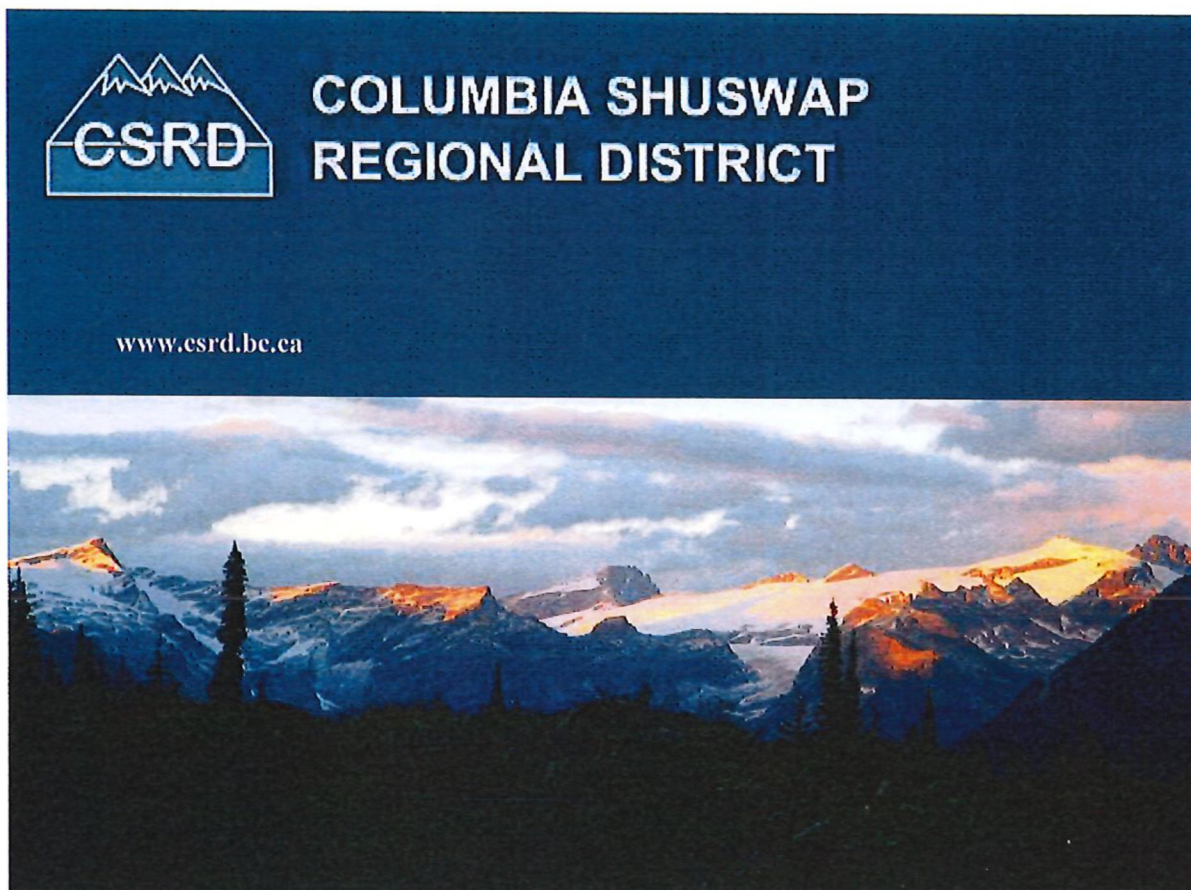
Board in Brief – October 2021

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: Thursday, October 28, 2021 11:05 AM
To: Caylee Simmons
Subject: #YourCSRD - October 2021



#YourCSRD - October 2021

October 2021



Web version

Highlights from the Regular Board Meeting

Committee of the Whole - Policy Update

Policy Session Update 2021

The Board reviewed policy work being conducted by Corporate Administration, Finance, Development Services and Operations Management. They received the Policy Session Update 2021 for information. **View update.**



Correspondence

North Shuswap Health Centre - Community Petition

After receiving a request and petition from the North Shuswap Health Care Society, the Board voted to take the first step to support their request for a financial contribution from Electoral Area F taxpayers. Staff to were directed to develop a bylaw that can be brought back to the Board for consideration as part of the 2022 work plan. This initiative would also require a public assent process to ensure the new tax had sufficient community support. **View letter. View news release.**

Committee reports

Electoral Area Directors' Committee Recommendation

The Board approved the development of an ALC Exclusion Policy and directed staff to update the Development Services Fees Bylaw for ALC exclusion applications. The Board discussed the implications of the policy, which was viewed as provincial downloading. They approved a motion to forward their concerns to the Southern Interior Local Government Association (SILGA) and the Association of Kootenay and Boundary Local Governments (AKBLG).

Sicamous to Armstrong Interjurisdictional Governance Committee Recommendation

The majority of the Board voted in favour of a motion indicating that the CSRD, as a joint owner of the Shuswap North Okanagan Rail Trail lands, does not support and will not grant upland consent for the installation of private swim platforms adjacent to the rail corridor lands. **View briefing note.**

Business General & Business by Area

CSRD COVID-19 Update

The Board approved a motion to continue to defer all non-essential meetings until the Province determines it is safe to advance to Step 4 of its Restart Plan. **View report. View news release.**

Community Resiliency Investment Program Grant 2022

The Board approved the submission of an application to the 2022 Community Resiliency Investment Program for a \$250,000 FireSmart Community Funding and Supports Program grant for the continued development and implementation of the CSRD's FireSmart program. **View report.**

Corporate Fleet Vehicle Lease Buyouts

Due in part to supply challenges with obtaining new vehicles, the Board approved internal borrowing of up to \$50,000 to complete the lease buyout of two 2018 Toyota Tundra trucks. The Board also approved entering into a lease agreement with Hilltop Toyota for four new Toyota Rav4s for the corporate fleet. **View report.**

Grant-in-Aid Requests

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

Electoral Area D: Electoral Area D Community Works Fund - Falkland Waterworks upgrades

The Board approved spending \$27,200 plus applicable taxes from the Electoral Area D Community Works Fund allocation for energy efficient upgrades to the Falkland Water System. **View report.**

Electoral Area F: Seymour Arm Internet Connection

The Board agreed to write a letter to the Ministry of Forests, Lands and Natural Resource Operations encouraging them to work with My BC Datacom to support internet connectivity in Seymour Arm. **View request.**

School District #83 Long Range Facilities Plan

The Board discussed issues surrounding the process involved with School District #83's Long Range Facilities Plan and the option to convert the current school structure in Salmon Arm to a two-high-school model. The Board agreed to send a letter to School District #83 Superintendent, the Chair of the School Board and the Minister of Education expressing their concerns and asking for the Sorrento High School option to be revisited. The Board also passes a motion to invite the Superintendent and School Board Chair to come to the CSRD Board meeting in November or December.

Shuswap North Okanagan (Sicamous to Armstrong) Rail Trail Accounting

Electoral Area F Director Jay Simpson requested more information on CSRD staff time and expenses for the North Okanagan Shuswap Rail Trail project. This item was referred to the budget process. **View request.**

Electoral Area F: North Shuswap Community Issues Assessment Study

The Board agreed that plans for the North Shuswap Community Issues Assessment Study will be advanced to the budget process with a view to proceeding in 2023. The study, funded in part by the Province, will examine the community issues in Electoral Area F.

Administration Bylaws

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

The Board rescinded all applicable resolutions associated with amendments to the Whitetooth Ski Hill Legacy Fund Administration Bylaw No. 5478. They also gave three readings to a new bylaw designed to provide consistency and clarity in the administration of application for access to the Whitetooth Ski Hill Legacy Fund. The bylaw will now be forwarded to the Town of Golden Council for comment, prior to the bylaw being considered for adoption. **View report.**

Procedure Amendment Bylaw No. 5840, 2021

The Board adopted a bylaw that will allow for the continuation of holding regular, special and committee meetings electronically. **View report.**

CSRD Ticketing Utilization Amendment Bylaw No. 5839, 2021

The Board approved housekeeping amendments to the CSRD Ticket Information Utilization Bylaw No. 5776 to reflect section number and bylaw title changes. **View report.**



Agricultural Land Commission Applications

Electoral Area F: Agricultural Land Commission (ALC) Application Section 21(2) – Subdivision LC2587F

The owners of property located at 6929 Squilax-Anglemont Road, Magna Bay are proposing to subdivide a 1 ha portion in the southeast corner of the subject property for the CSRD to acquire for the purpose of constructing a new fire hall for the community of Anglemont. The Board approved the recommendation to forward the application to the ALC. The application will now be sent to the ALC for a final decision. **View report.**

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

Electoral Area C: Development Variance Permit No. 701-1171

The subject property is located at 2486 Eagle Bay Road, Reedman Point. The owners are proposing to replace the existing cottage with a new cottage that exceeds the maximum floor area and requires a variance to minimum setbacks. The Board approved issuance of the permit. **View report.**

Electoral Area F: Development Variance Permit No. 825-35

The owner of the subject property, located at 53 - 1131 Pine Grove Road, Scotch Creek, wanted to increase the maximum floor area for a recreational vehicle or park model deck on a shared-interest property from 30 square metres to 48 square metres. The Board supported the staff recommendation and denied the DVP. **View report.**

Electoral Area A: Development Variance Permit No. 641-48A

The subject property is located on Golden Donald Upper Road, Blaeberry. The property owners are proposing to subdivide one lot which has an adequate source of groundwater, plus a remainder parcel which would encompass three dry lots. They are requesting a variance to allow the proposed remainder to be serviced by a source of surface water that is not on Schedule D - List of Eligible Sources. The majority of the Board approved issuance of the DVP with two conditions: that a qualified professional must make a report on the use of Moberly Creek as a water source; and that a covenant be registered on title that the remainder portion of the property may not be used for residential purposes until the owner has submitted a copy of the water licence to the CSRD. Directors Karen Cathcart and Rene Talbot were opposed to the issuance of the permit. The Board approved Director Cathcart's motion that a letter be sent to the Provincial Water Licencing Branch, along with four letters from neighbouring residents, asking if they can be engaged in the process of determining a water licence. **View report.**

Zoning, OCP and Land Use Amendments

Electoral Area C: Lakes Zoning Amendment (CSRD) Bylaw No. 900-30C

The subject property is located at 7000 Block Sunnybrae-Canoe Point Road in Bastion Bay. Rezoning of the foreshore is required in order permit a proposed dock and buoy and to facilitate the issuance of a Development Permit for the proposed use. The proposed bylaw amendment would rezone the foreshore area from FM1 to FR1 and would add a special regulation to the FR1 Zone to allow for the placement of a dock for each fee-simple, semi-waterfront lot in the Bastion Bay subdivision. The Board approved third reading and adoption of the bylaw. **View report.**

Electoral Area F: Lakes Zoning Amendment Bylaw No. 900-29F

The property owners of Strata Plan EPS611 are proposing to rezone the foreshore adjacent to the waterfront common property to allow for 18 buoys (one for each strata lot owner) and one shared floating dock. The Board approved first reading and referred the application to a number of agencies and First Nations for comment. **View report.**

Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-34C

The subject property is located at 4119 Galligan Road, Eagle Bay. The applicant is proposing to rezone the foreshore to permit up to 18 docks and 31 private mooring buoys, which is one more dock and up to 14 more private mooring buoys than what is currently permitted. The Board approved first reading and referred the application to a number of agencies and First Nations for comment. They also agreed to waive the public hearing. **View report.**

Electoral Area C: Lakes Zoning Amendment Bylaw No. 900-32C

The subject property is located at 6432 Sunnybrae Canoe Point Road, Canoe Point. The property owners are proposing to rezone the foreshore of the property to allow for 11 docks and 11 private mooring buoys (one dock and private mooring buoy for each of the 11 shareholders). A Foreshore and Water Development Permit was required prior to adoption of the bylaw. That permit has now been issued and the Board adopted the bylaw. **View report.**

Release of In-Camera Resolutions

The following resolutions were released from the In-Camera session of the October 21, 2021 meeting:

Mandatory COVID-19 Vaccination Requirements

THAT: staff be authorized to release a statement regarding the Board's support of a vaccination mandate.

NEXT BOARD MEETING

The Regular CSRD Board Meeting will be held Thursday, November 18, 2021 in the CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm. The Regular Board meeting public session generally starts at 10 AM.

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

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

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



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

You are receiving this because you are currently involved in or were previously involved with one of the CSRD's programs; or have subscribed to the CSRD Newsletter.

Unsubscribe

Item 9.1

CITY OF SALMON ARM

Date: November 8, 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 replacement of an engine for Unit #95-2011 Ford F-550 Utility Service Truck in the amount of \$22,500.00, reallocated from funds from the Equipment Reserve Fund;

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 Jacobson Ford, Salmon Arm.

Vote Record

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

Opposed:

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



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: October 28, 2021

SUBJECT: **UNIT #95 – 2011 FORD F-550 SERVICE TRUCK, ENGINE REPLACEMENT - BUDGET AMENDMENT & SOLE SOURCE**

STAFF RECOMMENDATION

THAT: The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the replacement of an engine for Unit #95 – 2011 Ford F-550 Utility Service Truck in the amount of \$22,500.00, reallocated from funds from the Equipment Reserve Fund.

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 Jacobsen Ford, Salmon Arm.

BACKGROUND

Unit #95 within City of Salmon Arm's Public Works Fleet is a 2011 Ford F-550 Utility Service Truck. A large service body that stores tools & equipment, and a rear mounted crane utilized to pull pumps from lift stations and other miscellaneous items are located on this cab/chassis. This truck is used almost daily within our Public Works Utility Dept. October of 2021 staff were mobile when the truck completely quit, and was immediately towed to Jacobsen Ford. A glow plug had failed creating catastrophic damage to the engine, which has resulted in the only fix as a full engine replacement. It currently remains in Jacobsen Ford's lot, incapacitated.

Unit #95 was due for replacement in 2023 at an estimated cost of \$140,000 - \$150,000. The truck has approx. 124,700 kms, and the service box and crane are in acceptable shape.

STAFF COMMENTS

Our mechanics looked into options for the engine replacement and unfortunately, with today's shortages, we were unable to locate a used engine. In addition, we currently do not have appropriate staffing levels to complete a project such as this in house. We had Jacobsen Ford provide a quote for the full replacement, estimated at \$19,876.29, plus taxes.

Replacement of the engine in Unit #95 is estimated to extend the lifespan an additional 3-5 years. Staff feel that the most viable option is to have the engine repaired, we will utilize the truck for a few more years and when we decided to replace it we should be able to get a better trade in value or it can be repurposed with in the fleet.

Staff therefor recommend that the 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect additional funding for the replacement of an engine for Unit #95 – 2011 Ford F-550 Utility Service Truck in the amount of \$22,000.00, reallocated from funds from the Equipment Reserve Fund, 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 Jacobsen Ford, Salmon Arm.

Respectfully submitted,

A handwritten signature in black 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: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council accept the Canoe Forest Products Ltd. legacy project contribution of \$50,000.00 towards the newly constructed Canoe Beach playground structure;

AND THAT: the 2021 Budget contained in the 2021 - 2025 Financial Plan Bylaw be amended to reflect a \$50,000.00 funding contribution towards the Canoe Beach Playground Replacement project and that the funding from the Parks Development Reserve Fund be reduced by the same.

Vote Record

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

Opposed:

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



File: 0920.20.06

TO: His Worship Mayor Harrison and Members of Council

FROM: Rob Niewenhuizen, Director of Engineering and Public Works

DATE: October 27, 2021

SUBJECT: **CANOE FOREST PRODUCTS LEGACY PROJECT CONTRIBUTION
TOWARDS CANOE BEACH PLAYGROUND EQUIPMENT**

RECOMMENDATION:

THAT: Council accept the Canoe Forest Products Ltd legacy project contribution of \$50,000.00 towards the newly constructed Canoe Beach playground structure.

AND THAT: The 2021 Budget contained in the 2021 – 2025 Financial Plan Bylaw be amended to reflect a \$50,000 funding contribution towards the Canoe Beach Playground Replacement project and that the funding from the Parks Development Reserve Fund be reduced by the same.

BACKGROUND:

Earlier this summer Mayor Harrison and Lana Fitt, Economic Development Officer met with Marcello Angelozzi of Canoe Forest Products (CFP), the purpose of the meeting was to discuss CFP's interest in providing a donation towards a possible legacy project in the community. The Gorman board of directors who own CFP, wanted to extend a donation in an effort to do a small part in contributing to the well-being of the community of Canoe and Salmon Arm in light of the challenges the community has faced through the pandemic.

City Staff met with CFP in September and began discussion around what possible project might be a good fit. The Canoe Beach Master Plan came up in discussion and more specifically the renewal of the Canoe Beach playground area. This project seemed most appropriate, as it was approved in the 2021 budget and that the playground replacement had been awarded to Green Roots Play Equipment Ltd earlier this summer. CFP is interested in contributing \$50,000.00 towards the construction of this playground, as it is a very tangible project for the Canoe community.

The estimated costs to date including committed values to remove and replace the Canoe Beach playground structure is approx. \$89,000.00. The work on the playground was recently completed and it is now open for public use, see photo below. If Council is in support of what is being proposed, staff are recommending that a plaque be made and placed near the playground for public recognition of this generous contribution from CFP.

Canoe Beach & Raven Community Park Playground Structure Replacement
Page 2



Respectfully submitted:

A handwritten signature in black ink, appearing to read "Robert Niewenhuizen".

Robert Niewenhuizen, AScT
Director of Engineering & Public Works

cc Chelsea Van De Cappelle, CFO

X:\Operations Dept\Engineering Services\0920-PARKS\0920.20.06 Canoe Beach\Playground\Canoe Forest Products\HWM Canoe Forest Products - Community Donation.docx

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Item 9.3

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council approve the permanent expansion of the patio seating area for the Barley Station Brew Pub;

AND THAT: Council opts 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: October 29, 2021

SUBJECT: **Application to permanently expand patio seating area**
Barley Station Brew Pub
20 – Shuswap Street SE
Lot 1, Section 14, Township 20, Range 10, W6M, KDYD, Plan KAP53954
Liquor Licence #302332

OWNER: Stu Bradford

MOTION FOR CONSIDERATION:

BE IT RESOLVED THAT: Council of the City of Salmon Arm has no objection to the permanent expansion of the patio seating area for License #302332 (Barley Station Brew Pub)

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

BACKGROUND: The owner of the property has made application to the Liquor and Cannabis Regulation Branch to permanently expand the patio area of the restaurant by up to 22 seats. The area is on the north side of the building adjacent the TransCanada Highway. A letter of rational is attached as well as a site plan detailing the location.

Respectfully submitted,



Maurice Roy, RBO/CRBO
Manager of Permits & Licensing

MR:mr

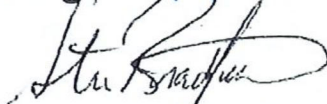
attach. Owners letter
Site Plan



October 22nd 2021

The Barley Station Brew Pub is proposing a structural change to its outside patio. During Covid restrictions the Province and City expedited temporary patio extension permits to allow for extra seating. We would like to make the small patio that faces the TCH a permanent part of our outdoor patio seating. We found that this extra space was well used and did not impact our service in any way. A drawing of the proposed seating design is attached. Thanks.

Regards,



Stu Bradford

Barley Station Brew Pub



P54

20

P202056B

3

Item 9.4

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: Council award the City Hall/Court House Facility – Janitorial Services Contract to Salmon Arm Janitorial at the quoted price of \$160,860.00 for the period of January 1, 2022 to December 31, 2024 and authorize the Mayor and Corporate Officer to execute the contract for same, with the option to extend the contract for a further two (2) year term.

Vote Record

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

Opposed:

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



TO: Mayor Harrison & Members of Council
DATE: October 25, 2021
FROM: Erin Jackson, Director of Corporate Services
PREPARED BY: Caylee Simmons, Executive Assistant
SUBJECT: Janitorial Services Contract for City Hall/Court House Facility

MOTION FOR CONSIDERATION:

THAT: Council award the City Hall/Court House Facility – Janitorial Services Contract to Salmon Arm Janitorial at the quoted price of \$160,860.00 for the period of January 1, 2022 to December 31, 2024 and authorize the Mayor and Corporate Officer to execute the contract for same, with the option to extend the contract for a further two (2) year term.

BACKGROUND:

The current janitorial contract for City Hall/ Court House Facility expires December 31, 2021.

The Request for Proposals for City Hall/Court House Janitorial services was issued on September 17, 2021 and was advertised in the newspaper, City website and social media. A mandatory site visit was conducted on September 29, 2021. The Request for Proposal closed on October 15, 2021.

Three (3) contractors attended the mandatory site visit; however, the City only received one submission by the closing date.

It is recommended that Council award the contract for City Hall/Court House Facility to Salmon Arm Janitorial Ltd. Salmon Arm Janitorial Ltd. has been providing janitorial services at City Hall/Court House Facility under the current contract.

The proposal includes the following increases: 3.2% in 2022, 4.8% in 2023 and 5.2% in 2024.

It is further recommended that Council authorize staff to extend the contract for an additional two (2) year period, should it be in the best interest of the City to do so. The tendering process requires a great deal of resources and allowing staff to negotiate a price that is favourable for the City, if the performance of the contract has been satisfactory, would represent a significant savings. A three (3) year agreement with the option of a two (2) year extension also provides the City with more flexibility.

A handwritten signature in blue ink, appearing to read "Erin Jackson".

Erin Jackson
Director of Corporate Services

Item 10.1

CITY OF SALMON ARMDate: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4483 be read a first and second time.

[ZON-1222; Reynolds, D. / Ressel Constructors Inc.; 2621 17 Street NE; R1 to R8]

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: October 27, 2021

Subject: Zoning Bylaw Amendment Application No. 1222

Legal: Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406
 Civic: 2621 – 17 Street NE
 Applicant: Ressel Constructors Inc.
 Owner: Reynolds, D.

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

PROPOSAL

The subject parcel is located at 2621 – 17 Street NE (Appendix 1 and 2), is approximately 2.175 acres in area, and contains an existing single family dwelling. This proposal is to rezone the parcel from R-1 (Single Family Residential) to R-8 (Residential Suite) to permit future construction and use of a *detached suite* as shown in the attached site plans (Appendix 3). The parcel easily meets the conditions to permit a *detached suite* in the R-8 Zone.

BACKGROUND

The 2.175 acre subject parcel contains an existing single family dwelling, is designated Medium Density Residential in the City's Official Community Plan (OCP), and zoned R-1 (Single Family Residential) in the Zoning Bylaw (Appendix 4 & 5). The parcel is located in the Appleyard neighbourhood, an area largely comprised of R-1 zoned parcels containing single family dwellings. There is presently one R-8 zoned parcel within the vicinity of the subject parcel. Site photos are attached as Appendix 6.

In terms of a future subdivision scenario, staff note that a minimum parcel area of 700 square metres is required under the R-8 Zone to allow for a *detached suite* on a parcel without a lane or second street frontage (a parcel with a second street frontage would require a minimum parcel area of 465 square metres to allow for a *detached suite*). The minimum parcel area permitted in the R-8 Zone is 450 square metres and would allow for a *secondary suite*.

The subject parcel is unique with an irregular shape and shared driveway access with the adjacent parcel to the north. The parcels were created through subdivision in 2012 (SUB-12.08), with variances (VP-366) to the Subdivision and Development Servicing Bylaw. A 3 metre Statutory Right-of-Way for a future Cress Creek greenway connection exists along the east parcel boundaries, adjacent to the proposed site for a *detached suite* (Appendix 7).

Furthermore, while relatively large in area, the subject parcel is significantly affected by natural terrain, with a Potentially Hazardous Area identified in the OCP mapping along the west portion of the parcel, and a watercourse (Cress Creek) along the south portion. Existing covenants on the title of the parcel note the riparian and geotechnical concern.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property has potential to easily meet the conditions for the development of a *secondary suite* (or *detached suite*), including sufficient space for an additional off-street parking stall.

COMMENTSEngineering Department

No objections to the proposed rezoning. Future development will require associated service and works upgrades. Comments attached as Appendix 8.

Building Department

A Building Permit application meeting BC Building Code requirements is required to create a *secondary suite*. Development Cost Charges will apply to a *detached suite*.

Fire Department

No concerns.

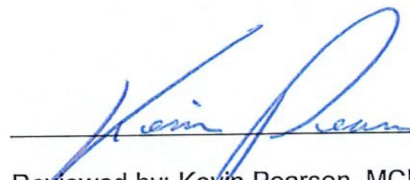
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development with more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking.

Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.

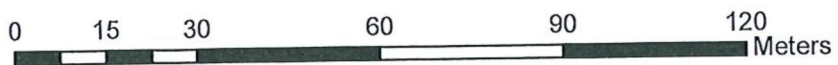
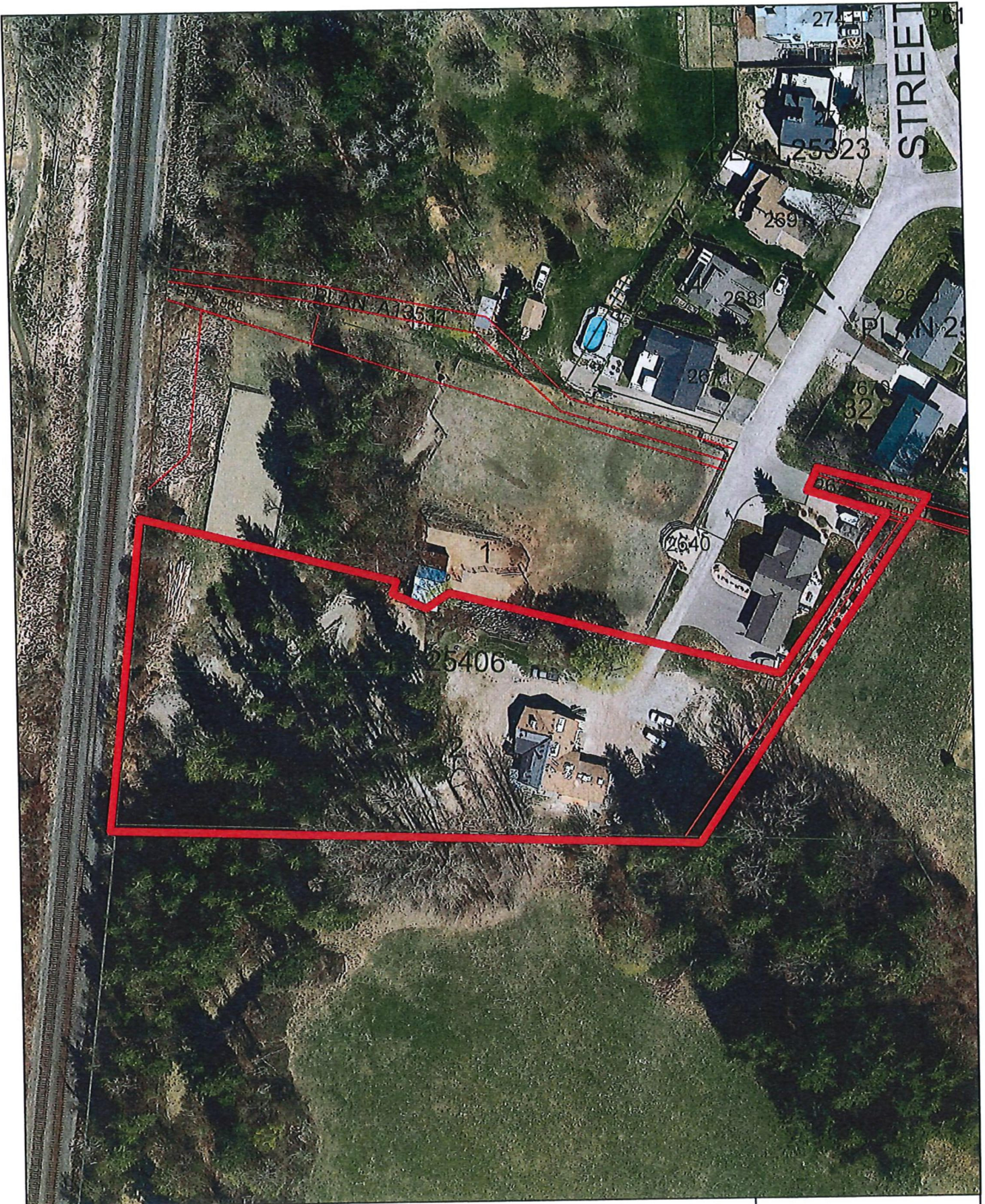


Prepared by: Chris Larson, MCIP, RPP
Senior Planner



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

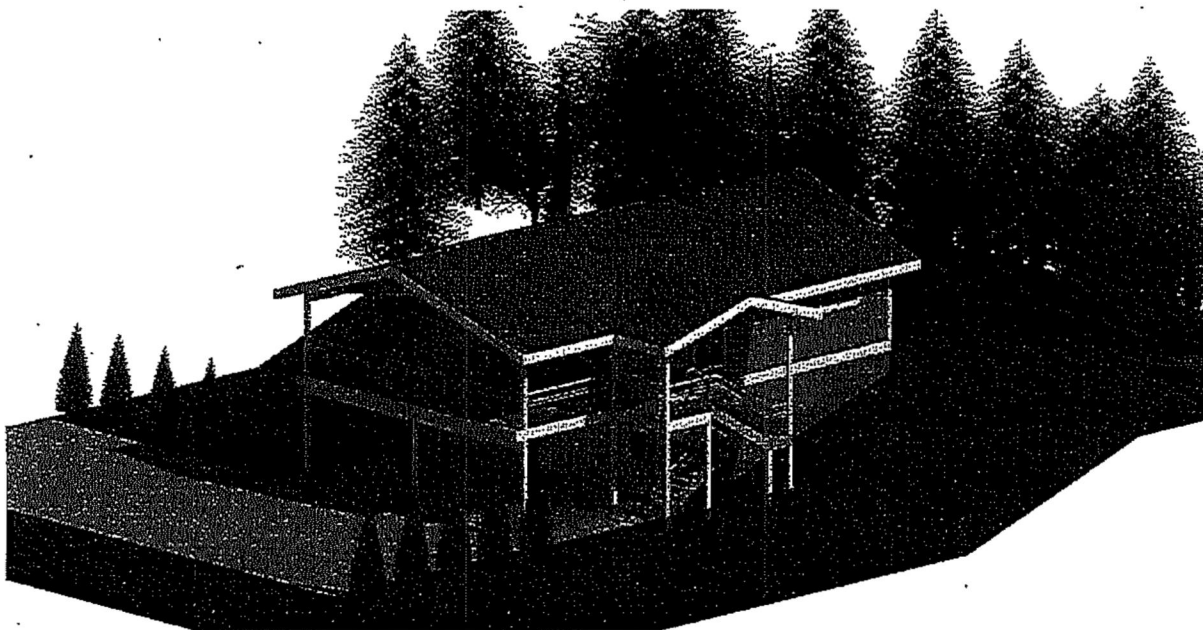




Subject Parcel

Carriage House

2621 17th ST NE
Salmon Arm BC



References

ALL WORK SHALL BE IN ACCORDANCE
THE CURRENT EDITION OF THE BC BUILDING
CODE AND ALL LOCAL BYLAWS

BEFORE CONSTRUCTION COMMENCED
IT IS THE RESPONSIBILITY OF THE CONTRACTOR
OR HOMEOWNER TO CHECK ALL DIMENSIONS
AND DETAILS TO ASSURE ACCURACY AND TO ASSURE
THERE ARE NO DISCREPANCIES. WRITTEN DIMENSIONING
TAKEN PRIOR TO OR DURING DIMENSIONING

ALTHOUGH EVERY EFFORT HAS BEEN MADE TO PROVIDE COMPLETE AND ACCURATE DRAINAGE, WE CANNOT GUARANTEE HUMAN ERROR. THEREFORE, HARTFORD DESIGN GROUP WILL NOT BE LIABLE FOR ANY DAMAGES OR LOSSES.

RELATIONSHIPS

IN NEW LINE INDICATING IN FIELD NO. 10
NO. OF ADDRESSING-100
WALLS-2 OF 104

CEILING INSULATION MAY BE LOOSE FILL OR BATT TYPE
WALL AND FLOOR W/LETH BATT TYPE

WALLS AND CEILING BETWEEN NONCOLD AND ATTACHED GARAGE SHALL BE INSULATED

ACCLIMATION REQUIREMENTS MAY VARY WITH HEATING SYSTEM AND LOCAL CONDITIONS

ALL ROOF SHALL BE VENTILATED WITH SOFFIT, ROOF OR GABLE VENTS OR A COMBINATION OF BOTH, DISTRIBUTED TOP OF ROOF SPACE AND SOFFIT

CRAYS, CRABS, WINGS SHALL BE UNIFORMLY DISTRIBUTED ON OPPOSITE SIDES OF THE BUILDING AND DESIGNED TO PREVENT THE ENTRY OF SNOW, RAIN AND INSECTS

SEATING

INSTALLATION OF ELECTRIC SWIRLS AND HEATERS MUST COMPLY TO MANUFACTURER'S SPECIFICATIONS AND COMPLY WITH LOCAL CODES AND REGULATIONS IN ALL ASPECTS.

040 CONNECTION WILL REQUIRE SEPARATE POINT AND INSPECTION

FUEL BURNING APPLIANCES, INCLUDING FURNACES, STOVEPLACES AND STOVES TO BE PROVIDED WITH CONNECTION AND SUPPLY FROM EXTERIOR OR

INSTALLATION OF HWYTS COMPLY WITH MANUFACTURER'S SPECIFICATIONS
AND THE BNC (CURRENT EDITION)

2000-0000

CALL US OVER AND AROUND ALL DIFFERENCES OF OPINION IS OUR
NON-NEGOTIABLE COMPROMISE.

PLATE ALL CRANES OF NATIONAL OR EARTHQUAKE WALLS

ALL DIMENSIONS TO BE A MINIMUM OF 8" (203MM) ABOVE FINISHED GRADE.



MARTENS DESIGN GROUP

290-574-0047 hans_design@outlook.com

**Candidate
Address
Active
State
for**

**Circulate
Address
Network
Group
For
Sale**

Comments
addressed
please
state
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info

Circular
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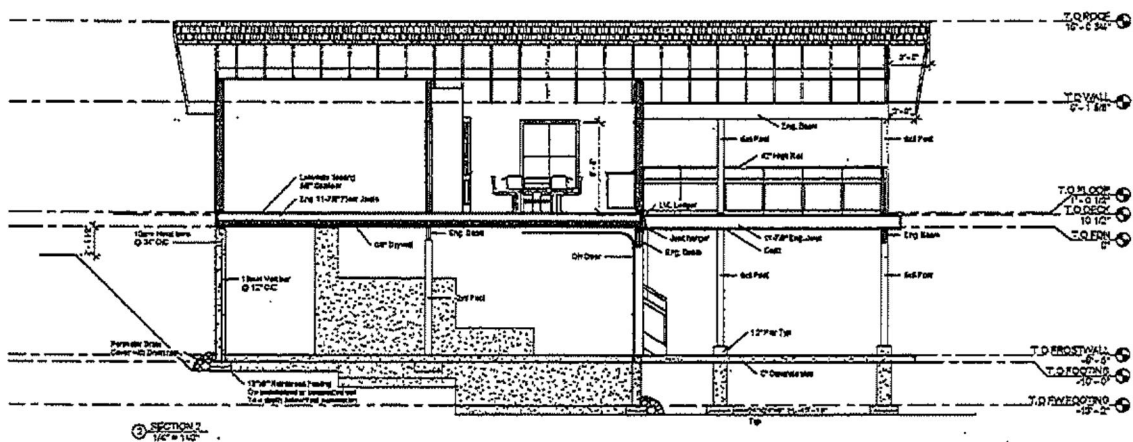
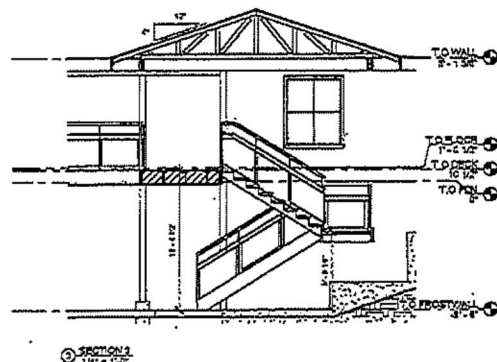
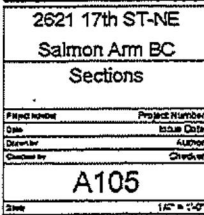
**Cleveland
Address
Admission
Fees
For
Bachelors**

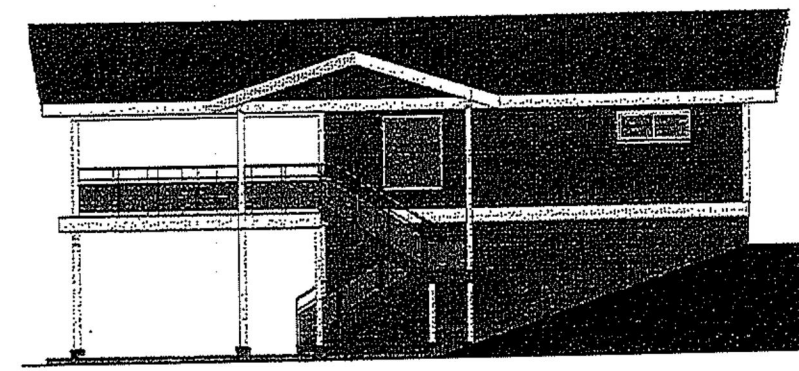
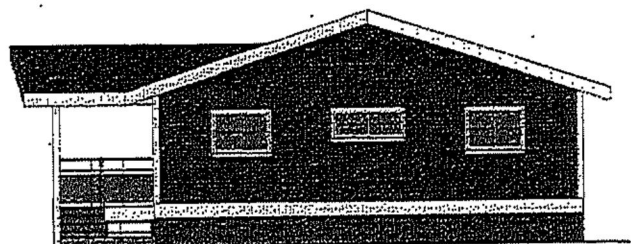
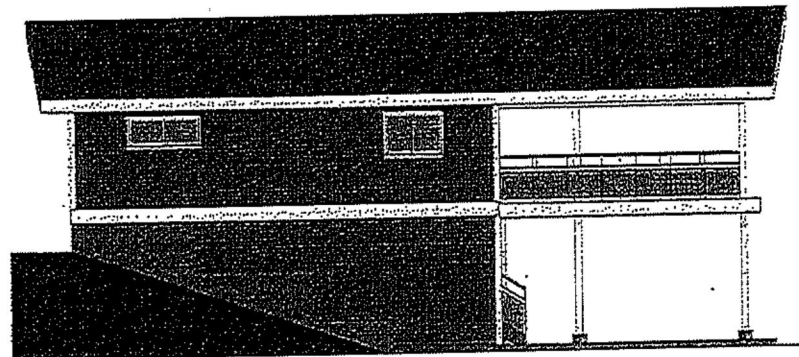
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2621 17th ST-NE
Salmon Arm BC
Cover

Project number	Project Number
Date	From Date
Drawn by	AUTN
Checked by	CHOLW
A101	
Date	As indicated







Consultant
Address
City and
State
Zip

Consultant
Address
Address
Phone
Fax
e-mail

Continued
from
A-10

Canteen
 Address
 Address
 Phone
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 E-mail

Civilian
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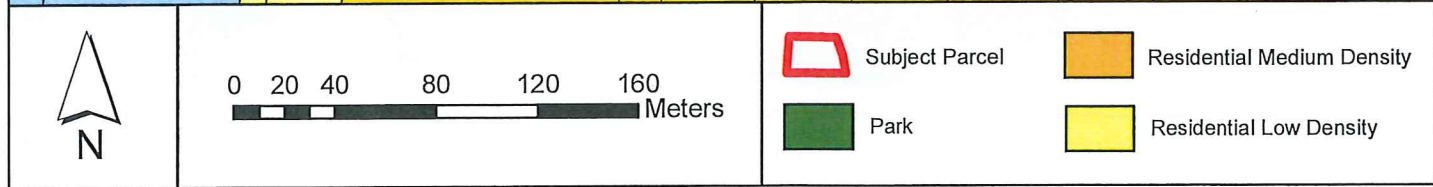
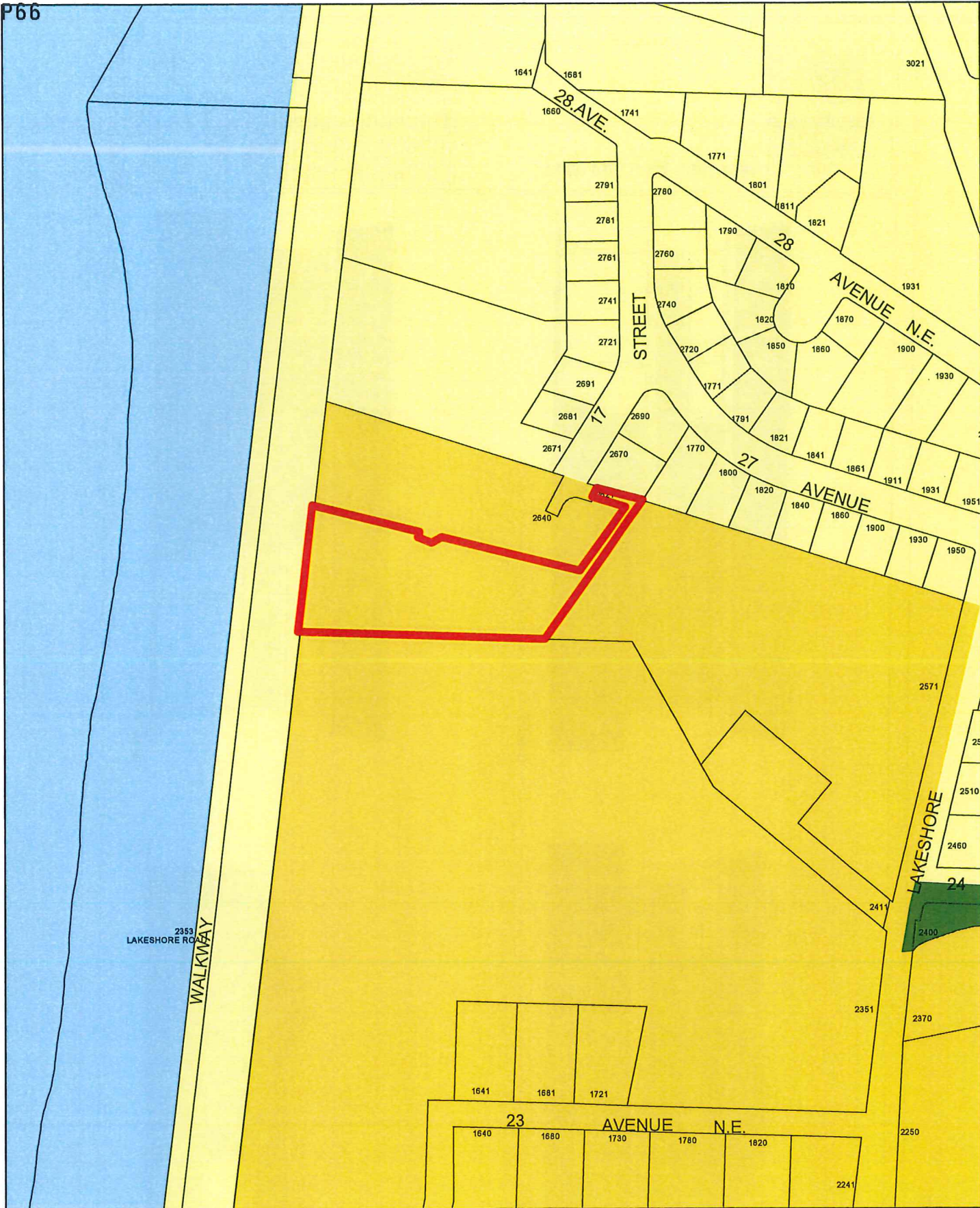
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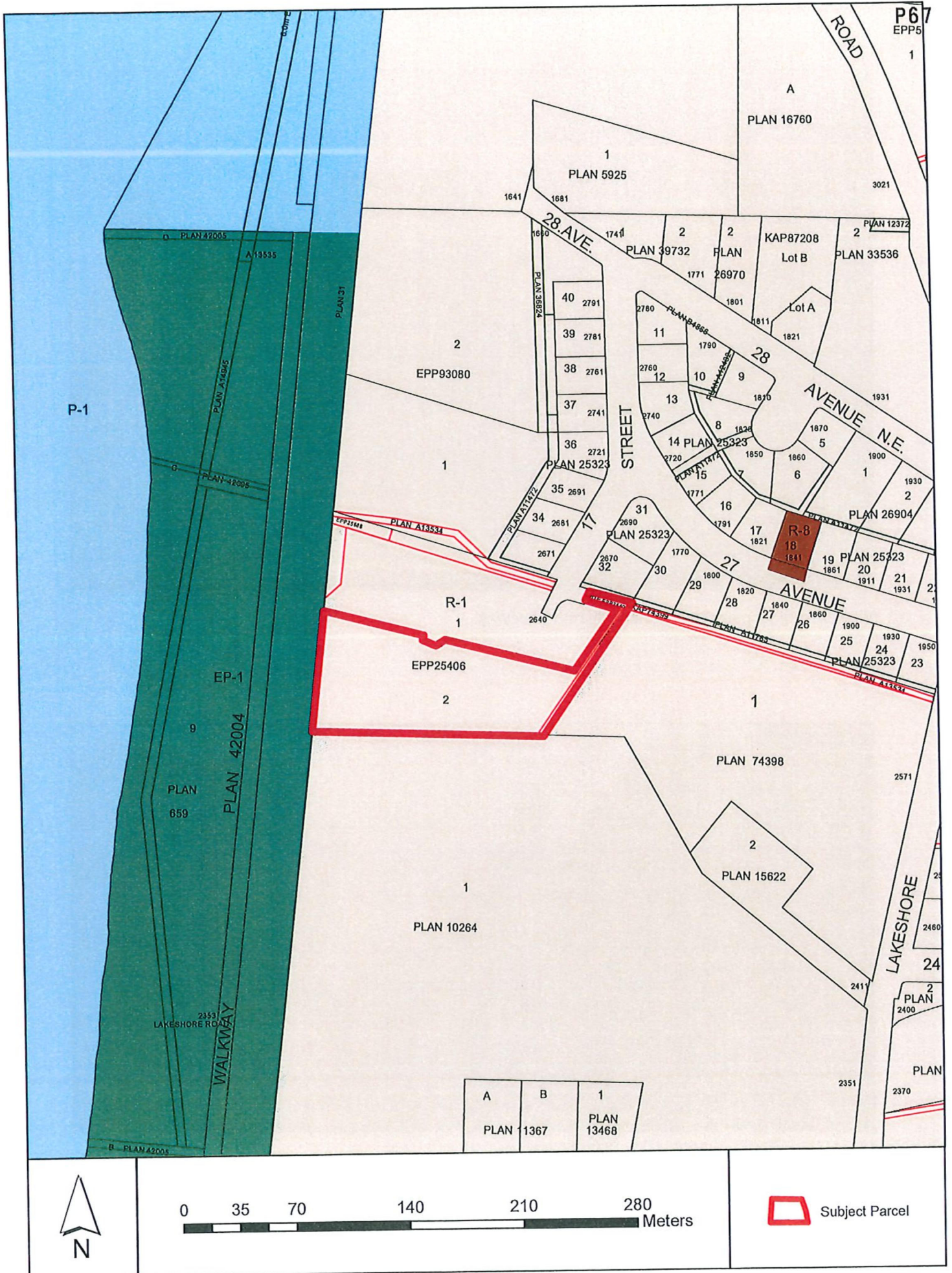
2621 17th ST-NE
Salmon Arm BC
Elevations

Project number	Project Name
Date	Issue Date
Designer	Author
Checked by	Checked
A106	
Date	Scale = 1"

A106

Date 1/11/11







View of subject parcel south along shared driveway.



View of site for future detached suite (left side of image).

Reference Plan of Statutory Right of Way in Lot 2, Sec 24, Tp 20, R 10, W6M, KDYD, Plan EPP25406

Pursuant to Section 113 of the Land Title Act.

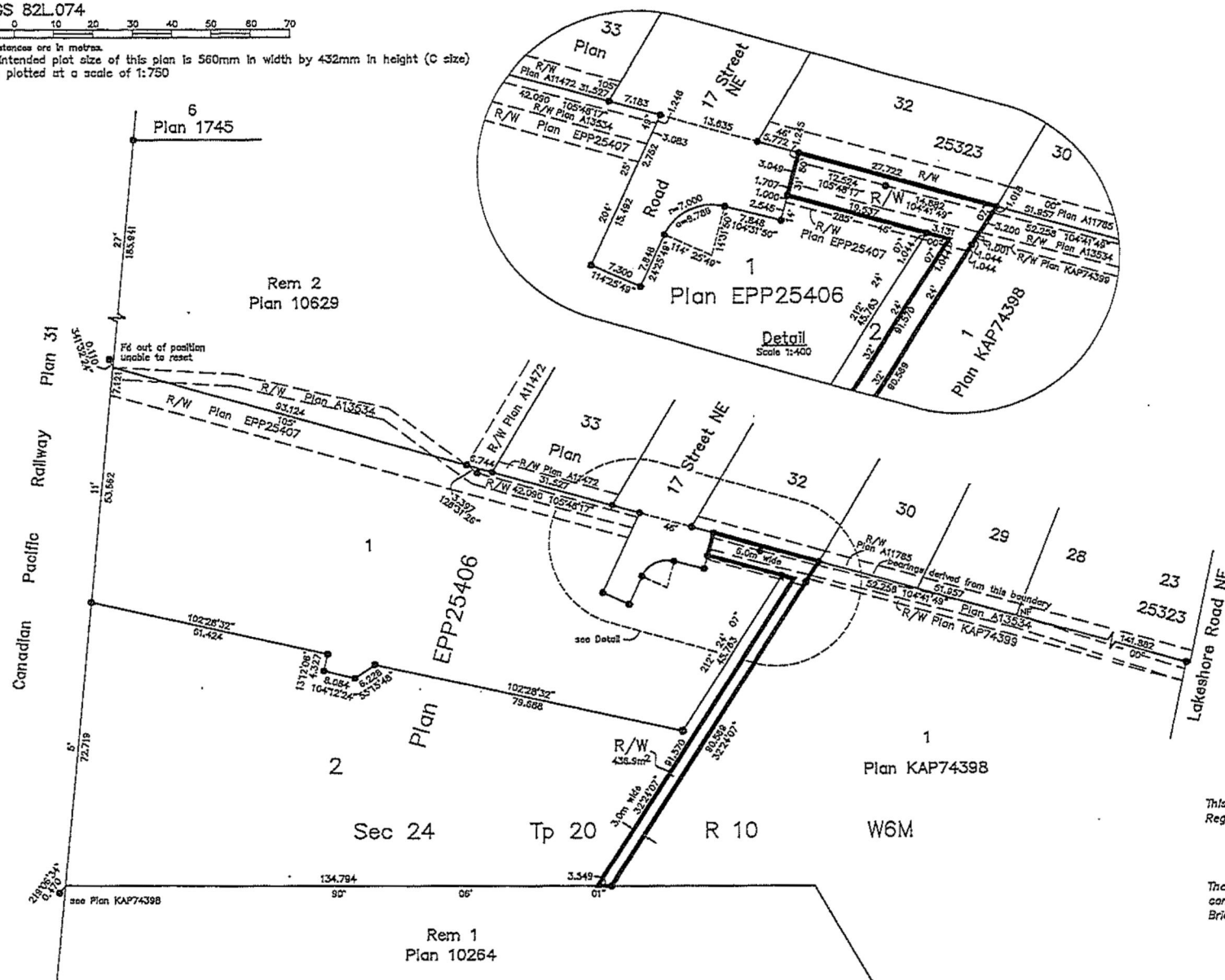
BCGS 82L074

10 5 0 10 20 30 40 50 60 70

All distances are in metres.

The intended plot size of this plan is 560mm in width by 432mm in height (C size)
when plotted at a scale of 1:750

PLAN EPP25408



LEGEND

Bearings are astronomic and are derived
from Plan EPP25406

- Standard Iron Post Found

This plan lies within the Columbia Shuswap
Regional District

The field survey represented by this plan was
completed on the 9th day of November, 2012
Brian D Sansom, BCLS

BROWNE JOHNSON LAND SURVEYORS
B.C. AND CANADA LANDS
SALMON ARM, B.C. Ph. 250-832-9700
File: 378-12 Fb.R117 p.42 71-12.raw

TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
 PLANNING AND DEVELOPMENT OFFICER (Chris)
 PLANNING AND DEVELOPMENT OFFICER (Melinda)
 MANAGER OF PERMITS & LICENSING (Maurice)
 FIRE DEPARTMENT (Brad)
 ENGINEERING & PUBLIC WORKS DEPARTMENT
 MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)
 BC HYDRO, via email utilities group
 FORTISBC, via email utilities group
 TELUS, via email utilities group
 SHAW CABLESYSTEMS, via email utilities group

SUBMIT FORM

PRINT

REFERRAL: ZONING AMENDMENT APPLICATION FILE NO. ZON - 1222

DATE: September 23, 2021
 OWNER: Reynolds, D.
 APPLICANT/AGENT: Ressel Constructors Inc.
 LEGAL: Lot 2, S.24, T.20, R.10, W6M, KDYD, Plan EPP25406
 CIVIC: 2621 17 Street NE

PROPOSAL:

Amend Zoning from R-1 to R-8 to enable future development of a detached suite.

OCP Designation:	Medium Density Residential
OCP Designation Request:	N/A
Development Permit Area:	Environmentally Sensitive Riparian Area DP
Current Zoning:	R1 (Single Family Residential)
Proposed Use:	R8 (Residential Suite)
ALR:	No
Previous Files:	N/A
Associated File:	N/A

Planner Assigned to File: Chris Larson

 Please return your comments to planning@salmonarm.ca at a suitable time, ideally, within 14 days in a separate e-mail returned with this form or on the response form provided.

Thank you.

COMMENTS for ZON-1222:

-No engineering concerns with rezoning
 -Future construction of carriage house will require upgrade of water service from 3/4" to 1" (contact Engineering Dept for more detail).
 -Because of proximity to steep slopes, future construction of carriage house will require rainwater leaders to be connected to City storm OR geotech review for onsite disposal.

SIGNATURE & DEPARTMENT:

MG



DATE:

9/27/2021

CITY OF SALMON ARM

BYLAW NO. 4483

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on _____ at the hour of 7:00 p.m. was published in the _____ and _____, 2021 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 2, Section 24, Township 20, Range 10, W6M, KDYD, Plan EPP25406 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. 4483"**

READ A FIRST TIME THIS DAY OF 2021

READ A SECOND TIME THIS DAY OF 2021

READ A THIRD TIME THIS DAY OF 2021

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

Schedule "A"



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Item 11.1

CITY OF SALMON ARMDate: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4468 be read a final time.

[Baker, S. & J.; Part of 53 St NE & Lane Adjacent to 5331 71 Ave NE; Road Closure]

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: July 26, 2021
 Subject: Bylaw No. 4468 Road Closure, Disposal and Dedication Bylaw – Part of 53 Street NE & Lane Adjacent to 5331 71 Avenue NE
 Owner/Applicant: Stephen and Jennifer Baker

STAFF RECOMMENDATION

THAT: City of Salmon Arm Road Closure Bylaw No. 4468 proceed to first, second and third readings;

AND THAT: Final reading of City of Salmon Arm Highway Road Closure Bylaw No. 4468 be subject to:

- 1) Consideration of a Highway Closure Bylaw in accordance with Sections 26 and 94 of the Community Charter;
 - 2) The owner of 5331 71 Ave. NE (Stephen Baker) being responsible for all surveying and associated legal and registration costs;
 - 3) Dedication of that part of 53 Street NE along the west property line of 5331 71 Avenue NE and;
 - 4) Registration of a Statutory Right of Way in favour of BC Hydro.
-

PROPOSAL

To close a road located adjacent to 5331 71 Avenue NE and 5381 71 Avenue NE and consolidate that portion of road with 5331 71 Avenue NE in exchange the owner of 5331 71 Avenue NE is proposing to dedicate 53 Avenue NE.

BACKGROUND

The subject property is a lane in Canoe that was created when the adjacent lot (5331 71 Avenue NE) was subdivided in 1955. The subject property is designated in the Official Community Plan (OCP) as Residential Low Density and zoned R1 (Single Family Residential) in the Zoning Bylaw (see Appendices 1 to 4). Related to the subject property is a proposal to dedicate a portion of 5331 71 Avenue NE along the east property line as road.

As shown by the Reference Plan provided by the applicant, the subject portion of road is 191m² (see Appendix 4). In exchange for the lane, the applicant is proposing to dedicate that part of 53 Street NE as shown on the Reference Plan. The area of dedicated road along 53 Avenue NE is 152.7m²

Adjacent land uses are as follows:

North: R1 Single Family Residence
 South: R1 Single Family Residence
 East: R1 Single Family Residence
 West: R1 Single Family Residence

The applicant has stated that the intent for the subject property is to construct a garage.

For reference when calculating estimated values for land, staff use the average land value based on assessed value, multiplied by the area to be closed and, in this case, the area to be dedicated for Road. Below is a summary of these values:

5331 71 Avenue NE

2020 BC Assessment Land Value: \$165,000

Approx. Lot Area: 929.87m²

Per metre value \$177.55

5381 71 Avenue NE

2020 BC Assessment Land Value: \$184,000

Approx. Lot Area: 2013m²

Per metre value: \$91.40

Average price per metre: $\$177.55 + \$91.40 / 2 = \$134.47$ Area of road closure: 190.3m²Area of Road Dedication: 152.7m²Estimated Land Value (Approx.) for lane = $(\$134.47 * 190.3\text{m}^2) = \$25,589.64$ Estimated Land Value (Approx.) for road dedication = $(\$177.55 * 152.7\text{m}^2) = \$27,111.89$ Community Charter

The *Community Charter* and *Land Title Act* govern the disposition of City owned land, rights of ways otherwise. The *Community Charter* addresses two methods through which City owned land and right of ways may be disposed:

- 1) the scenario whereby the City initiates the disposition process or;
- 2) the scenario in which the City is approached by an adjacent landowner to initiate the process.

In the former scenario the City is not obligated to attain other bids for the land, this is the scenario that the Council is considering the offer for purchase. Council may consider any offer to purchase or exchange land. The legislative stipulation is that the should the title be raised, it must be consolidated with an adjacent lot. The Baker's provided Council with a proposal to exchange the lane for road dedication on 53 Street NE. Council supported the offer in principle, subject to the adoption of the Road Closure Bylaw and the Baker's assuming the legal and registration costs.

The *Land Title Act* allows for the process of raising the title of the road, then consolidation with the adjacent titles to be completed through an Explanatory Plan and does not require approval by the City's Approving Officer. The surveyor submits to the Land Title Office an Explanatory Plan (Appendix 5) and a Plan of Consolidation (Appendix 6) which are to be registered concurrently. In this instance, the Road Dedication Plan for that portion of 53 Street NE would be registered simultaneously.

Pursuant to the *Community Charter* sections 40 and 41, there a number of clauses that Council should take into consideration with regard to road closures. Below, staff have outlined the specific sections and how those sections are to be addressed.

Community Charter – Section 26 (1)

Before a council disposes of land or improvements, it must publish notice of the proposed disposition in accordance with section 94 [public notice].

Following third reading of the Road Closure Bylaw a meeting date will be set for adoption. Prior to considering adoption, the mayor will solicit input from the public. Council may then support or deny the bylaw.

Community Charter – Section 26 (3) In the case of property that is not available to the public for acquisition, notice under this section must include the following:

- (a) a description of the land or improvements;
- (b) the person or public authority who is to acquire the property under the proposed disposition;
- (c) the nature and, if applicable, the term of the proposed disposition;
- (d) the consideration to be received by the municipality for the disposition.

A draft version of the advertisement that is to appear in two consecutive editions of the newspaper in advance of Council considering adoption of the bylaw is enclosed as Appendix 7. Any conditions on the approval of the Road Closure Bylaw must be satisfied prior to considering adoption of the bylaw.

COMMENTS

Engineering Department

Engineering comments regarding the road closure are enclosed as Appendix 8. The Engineering Department has indicated that the ultimate road width of 71 Avenue NE is 18.0m, which would require an additional 2.76m of dedication along the frontage of the 5331 71 Avenue NE, including the southern extent of the lane which was not included in the initial offer.

BC Hydro

Within the lane is a BC Hydro pole and service connections to 5331 and 5381 71 Avenue NE. BC Hydro requires a new Statutory Right of Way Agreement to protect the existing pole and services prior to the land changing ownership. The SRW agreements would need to be registered on the title before the land is transferred to the adjacent landowners. This would be done by way of concurrent registration at the land title office of the road closure plan along with BC Hydro's new Statutory Right of Way agreement. A Telus communications line is currently within the same area and would be protected under that same Statutory Right of Way Agreement.

Fortis

No concerns.

Building Department

No concerns were raised during the review period.

Fire Department

No concerns.

Planning Department

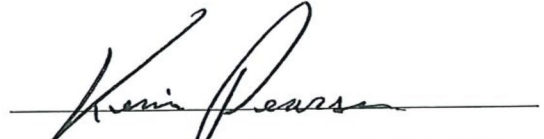
The lane being considered for disposal has not been maintained by the City since its dedication in 1955. In considering whether a lane is surplus to the City a number of factors are taken into consideration, including road network needs, development potential and impact on adjacent properties. In this instance, under the existing zoning there is limited additional development potential with the consolidation with the adjacent parcel as the siting of the existing house is an obstacle to future development and subdivision. With regard to impact on adjacent parcels, the removal of the lane access does not affect adjacent parcels as there are established accesses for all adjacent parcels (east and north of the lane) and the lane is not needed for primary or secondary emergency access for any of the adjacent properties. Further, the sale of the lane would not encumber the development potential of the adjacent properties because under the current zoning adjacent lots have adequate lot area and lot widths to accommodate low density subdivision.

While the dedication of lane in 1955 was required for subdivision approval servicing conditions change and constructing lanes or continuing with the lane way in this area is no longer a desirable use of land. The additional taking of land at the time of development for extending the lane in a northerly direction is not

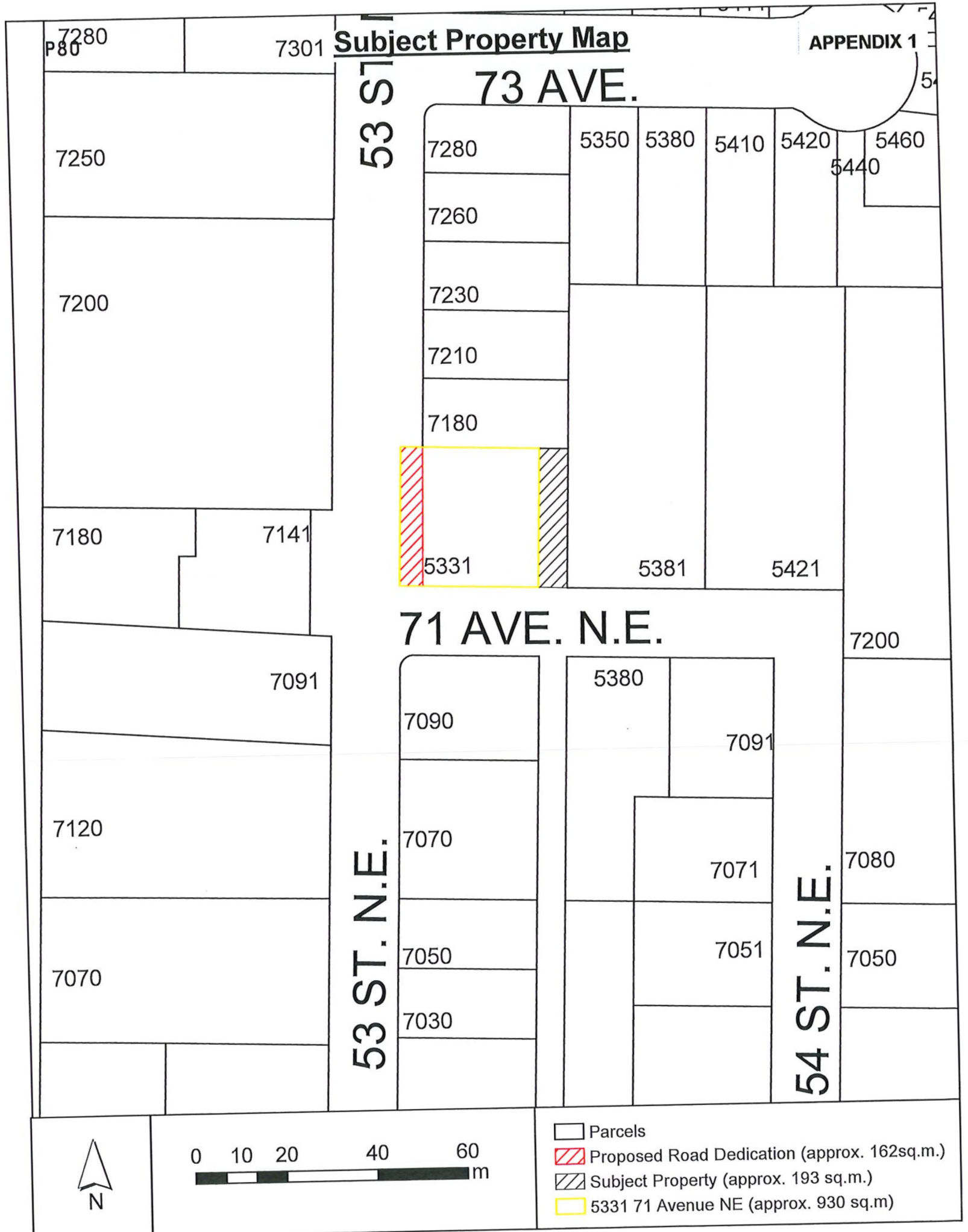
consistent with current road standards in this area. In exchange for the lane the City will obtain the dedication of 53 Street NE, bringing that portion of road to the necessary width for a Local Road Standard.

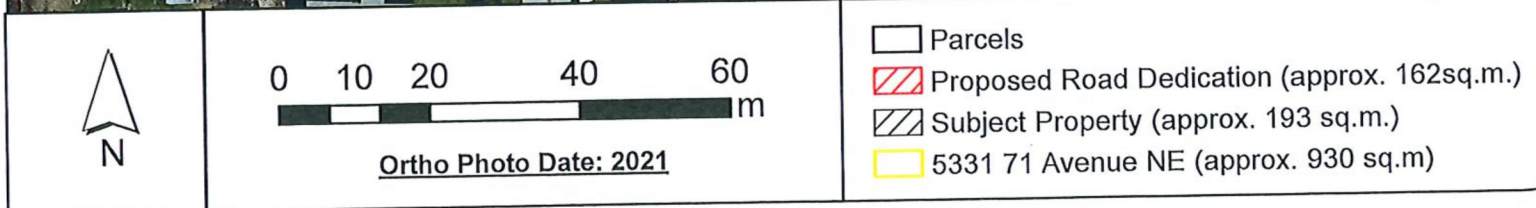


Prepared by: Melinda Smyrl, MCIP, RPP
Planner

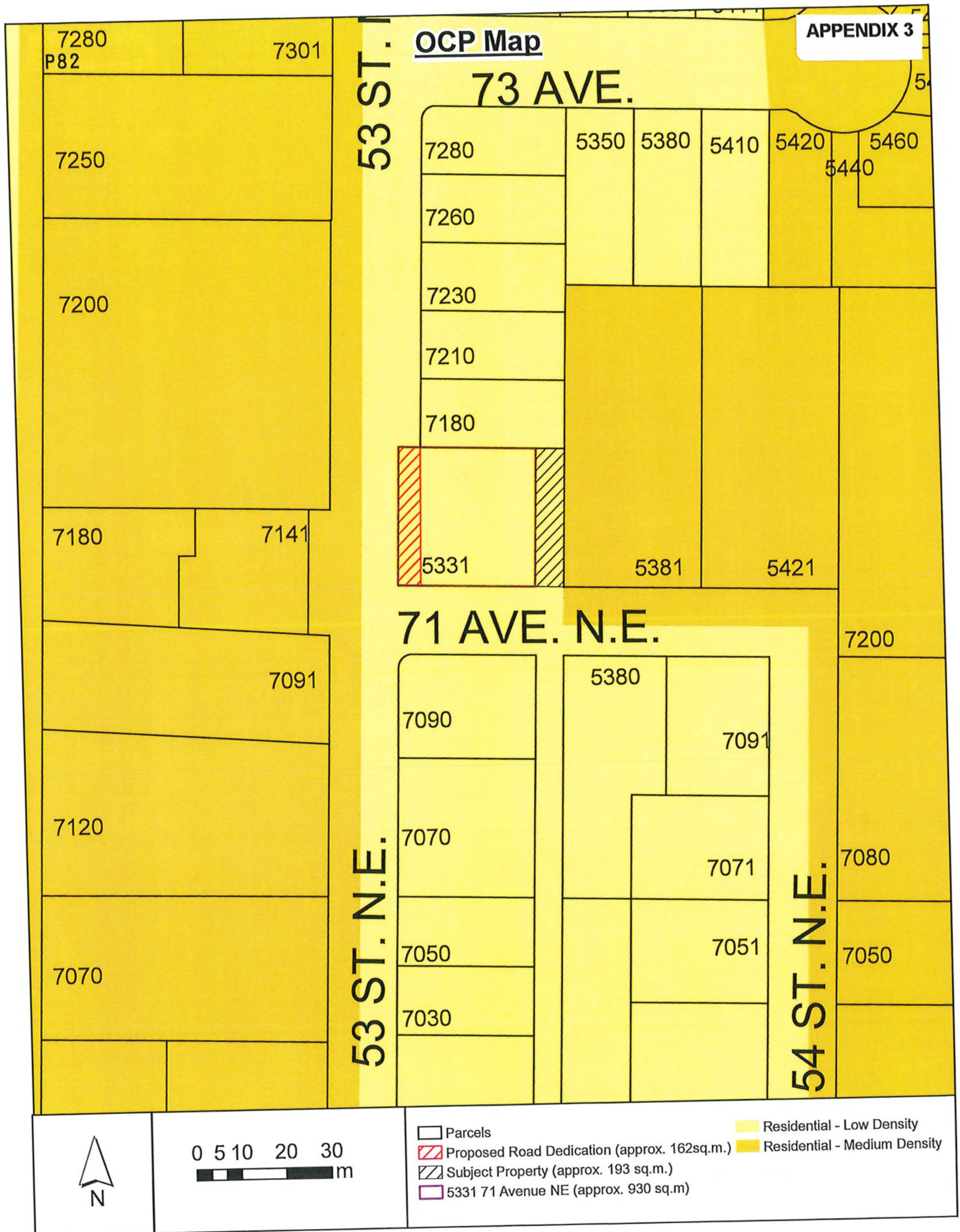


Reviewed by: Kevin Pearson, MCIP, RPP
Director of Development Services





OCP Map



Zoning Map

APPENDIX 3

73 AVE.

53 ST.

54

7280

7301

7250

7200

R-4

7280

5350

5380

5410

5420

5460

5440 R-8

7260

7230

7210

7180

5331

R-1

5381

5421

71 AVE. N.E.

7200

7180

7141

7091

7120

7070

7090

5380

7091

7070

7071

7050

7051

7030

7080

7050

53 ST. N.E.

54 ST. N.E.



0 10 20 40 60 m

Parcels

R-1 R-8

Proposed Road Dedication (approx. 162sq.m.)

R-4

Subject Property (approx. 193 sq.m.)

5331 71 Avenue NE (approx. 930 sq.m.)

Reference Plan to accompany
Bylaw No 4468 (City of Salmon Arm)
to close parts of Road dedicated on
Plan 7042, Sec 5, Tp 21, R 9, W6M, KDYD

Plan EPP112278

Pursuant to Section 120 of the Land Title Act
and Section 40 of the Community Charter

BCGS 82L074

Scale 1:200

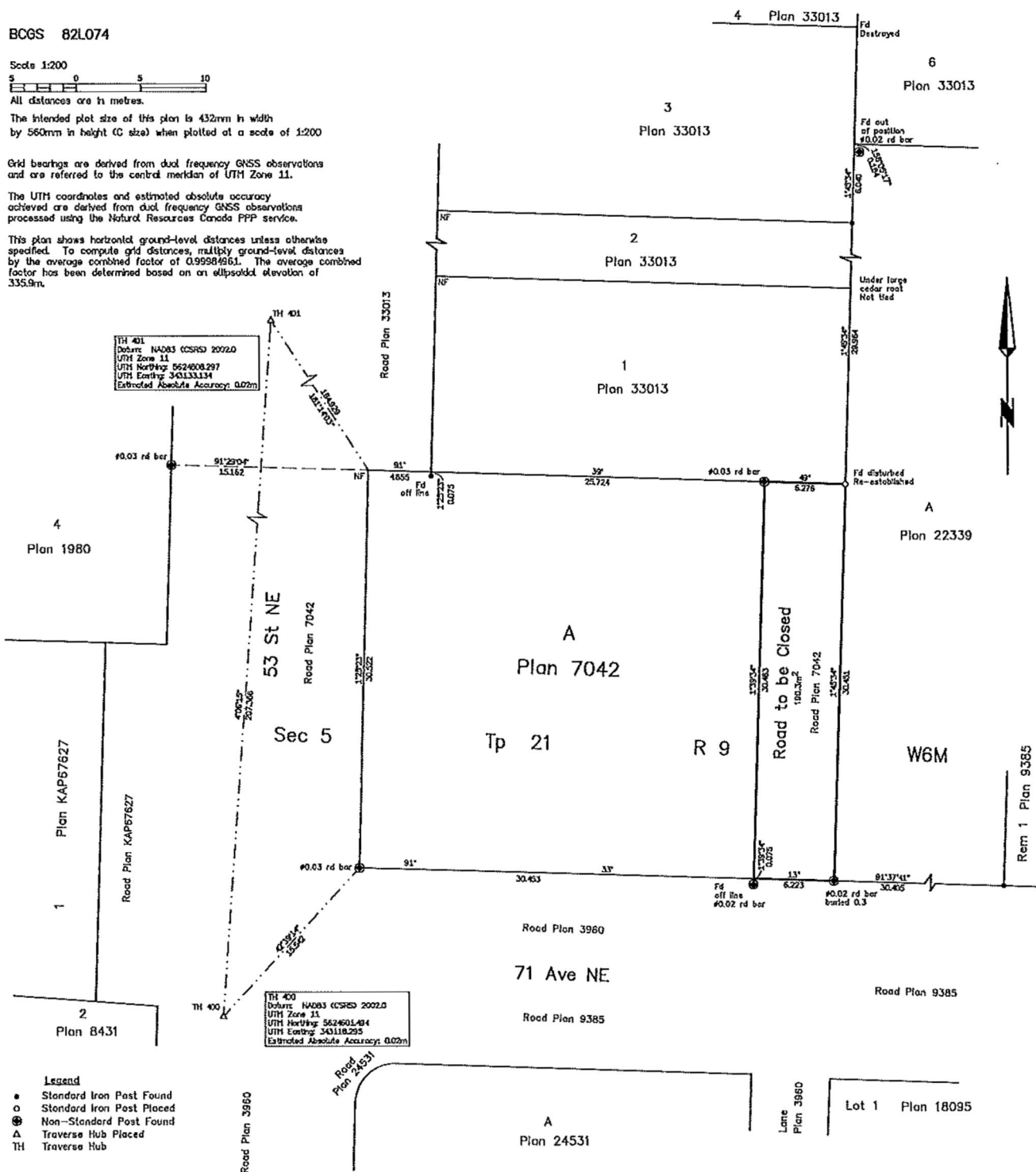
All distances are in metres.

The intended plot size of this plan is 432mm in width
by 560mm in height (C size) when plotted at a scale of 1:200

Grid bearings are derived from dual frequency GNSS observations
and are referred to the central meridian of UTM Zone 11.

The UTM coordinates and estimated absolute accuracy
achieved are derived from dual frequency GNSS observations
processed using the Natural Resources Canada PPP service.

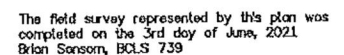
This plan shows horizontal ground-level distances unless otherwise
specified. To compute grid distances, multiply ground-level distances
by the average combined factor of 0.999846151. The average combined
factor has been determined based on an ellipsoid elevation of
335.9m.



BCGS 82L074

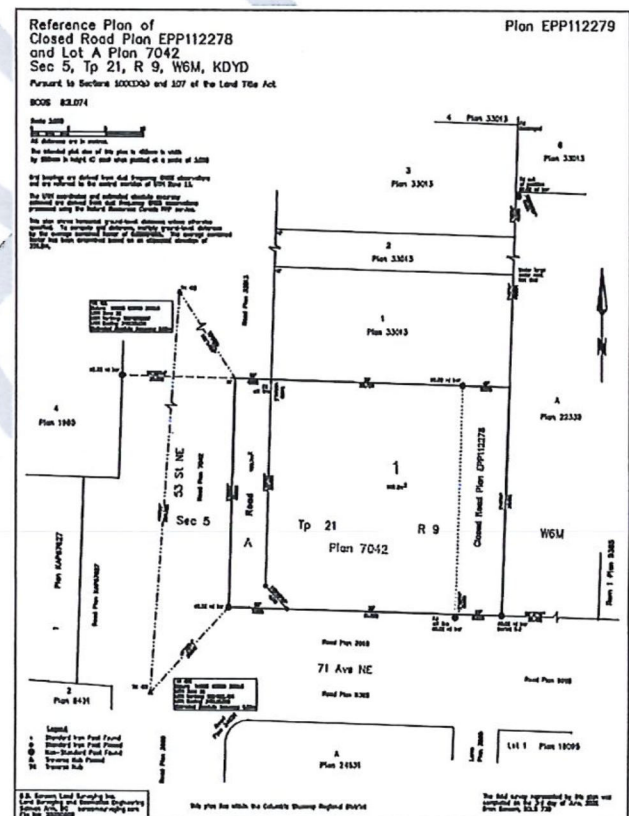
by 560mm in height (C size) when plotted at a scale of 1:200

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.99984961. The average combined factor has been determined based on an ellipsoidal elevation of 335.9m.



HIGHWAY CLOSURE BYLAW NO. 4468 AND DISPOSAL OF CLOSED ROAD

Further, pursuant to Sections 26 and 94 of the Community Charter, the City of Salmon Arm gives notice of its intention to dispose of the 190.3 m² portion of road ("the Closed Road") to Stephen and Jennifer Baker in exchange for the dedication of 152.7 m² portion of road ("the Road") shown on reference plan EPP1122797, a reduced copy of which forms part of this notice. The "Closed Road" will be consolidated with the adjacent property legally described as Lot A, Pan 7042, Section 5, Township 21, Range 9. All associated costs shall be the responsibility of the applicant.



The City of Salmon Arm invites anyone who considers their affected by the Highway Closure Bylaw to submit written comments prior to the DATE Regular Council Meeting or make a virtual presentation at the meeting on this specific agenda item. Any inquiries concerning the proposed disposition should be addressed to Erin Jackson, Director of Corporate Services, or sent via email to ejackson@salmonarm.ca or fax 250-803-4042 no later than 10:00 am on DATE. The file for the proposed bylaw is available for inspection between the hours of 8:30 am and 4:00 pm, Monday through Friday between Date and Date, both inclusive, in the office of the Director of Corporate Services at the City of Salmon Arm, 500 – 2 Avenue NE.

Erin Jackson
Director of Corporate Services

**CITY OF
SALMON ARM**

*Memorandum from the
Engineering and Public
Works Department*

TO:	Kevin Pearson, Director of Development Services
DATE:	15 June 2021
PREPARED BY:	Chris Moore, Engineering Assistant
REFERRAL:	SUBDIVISION APPLICATION FILE NO. SUB: 21.11 – Road Closure (Bylaw No. 4468)
OWNER:	City of Salmon Arm and S. Baker
APPLICANT:	Owners
LEGAL:	Lane east of Lot A, Section 5, Township 21, Range 9, W6M, KDYD, Plan 7042
CIVIC:	5331 – 71 Avenue NE

Further to your referral dated June 2, 2020, we provide the following servicing information:

1. Roads

The Engineering Department has no objection to the proposed road closure, however it is noted that 71 Avenue is only 15.24m wide currently and an additional 2.76m of dedication is required to achieve a 18m wide ROW (to be confirmed by a BCLS).

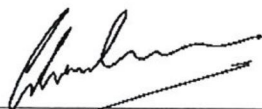
2. Utilities

There are no City utilities located in the existing Lane and the proposed closure will not affect City utilities.

3. Shallow Utilities

Confirmation is required from all service companies that they do not have services located in the existing Lane.

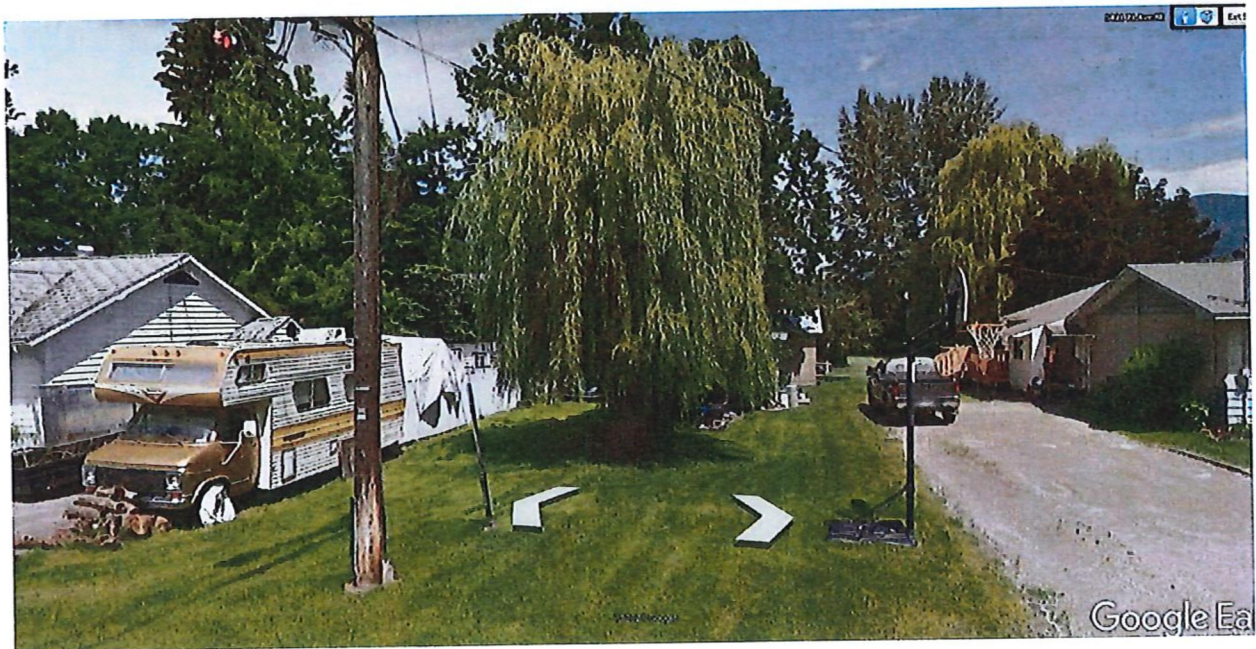
A Hydro pole is located in the Lane, together with an anchor and a service line crossing to 5381 71 Ave NE. (See attached plan / photo.) The anchor and service line would be in trespass if the entire lane were transferred to the owner, however provided that 2.76m of the Lane is retained, as per item 1, this infrastructure should still be within City ROW. Owners surveyor will be required to confirm the location of these services. Owner is responsible for all associated costs.



Chris Moore
Engineering Assistant



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



Hello Mayor and members of Salmon Arm Council.

Reference Bylaw 4468

My name is Frank Vanderhoek. My wife and I (Ruby) have lived at 5381 71 ave ne in Canoe for 22 years.

This email(s) is in response to an application to deactivate the laneway next to my property located at 5381 71 ave ne in Canoe (lot A, sc 5, twm 21, rg 9 Plan 22339) and exchange it for frontage on 53 street to be added to Plan 7042 (5331 71 ave ne). I do have some concerns on this application.

In this first email I would like to address the alignment of 53 street. I have attached pictures of the street view from different vantage points to show what is actually in place on the ground as opposed to a line on a survey map. I would have preferred to present this in person, but in case this is not possible I am presenting in this format to at least have my opinions put forward. I will attach photos in order of reference. The photos do have image numbers but am unsure if council will see those numbers on the attachments.

Image **1050** shows the subject property by the street sign looking north. The tree line and picket fence are on city property. If council can zoom in to pictures, it is evident that the properties on the north side of 71 avenue are in line with 53 street ne. The tree line has not been touched as is evident by the age of the trees. Image **1053** shows the view looking north past the subject property along 53 street ne.

Images **1058** and **1061** look south past the property showing that the properties on the south of 71 avenue are where 53 street has to be aligned to. Even though all the properties on the south side of 71 avenue are aligned, per survey map, with the subject property, 53 street will not likely impose further onto the subject property at any time. To do so and align to the south side of 71 avenue would put the road less than 10 feet from the front door of 4 properties.

Image **1063** is a picture of the subject property to locate the actual property lines. Image **1062** and **1064** show the iron pin markers on the property. As you can see the property line is only 8 feet from the house as it is located now. If a property exchange is done the town will own right up to the house – there is only 8 feet from the property line to the west side of the house.

It is my opinion that 53 street ne will not have to impede onto 5331 71 avenue. As the property is now, the city owns frontage there that will not be disturbed for a long time.

Council, please refer to my second email regarding my concerns with the laneway. Thank you.

Re - Laneway at 5381 71 avenue ne:

Bylaw 4468

Frank Vanderhoek

Hello Mayor and members of Salmon Arm Council.

As mentioned earlier, Ruby and I have lived at 5381 71 avenue for 22 years. We have tended to this laneway since we moved here. Through the years we moved dirt there to fill in holes and cover gravel to make it manageable. Weeded it, seeded grass, moved sod onto it also. It is a laneway but I've mowed it regularly for as long as we have lived here. None of the 3 owners (present and 2 previous) has tended this laneway since we have lived here. I was under the impression this lane would remain as a laneway. We did not put out this effort to make it more presentable for sale to someone else.

The first attachment is a letter I wrote to The District of Salmon Arm in 2007. The main reason I wrote this letter is so that if the laneway was used in a fire emergency, I would hope that the work that we had done not be left in ruin. At that time, I did inquire about purchasing the laneway but the city said they would not sell it to me. "Well why not?" I asked. "It is a fire lane" was the response. The only reason I inquired about purchase was to retain the right of way as access to the back of my property. The lane provides fire access to the back of at least 3 properties along 53 street ne. Image 1039 is the laneway looking south showing the fire hydrant on the opposite side of 71 avenue ne. Our property is on the left and the applicant property on the right. If the laneway is offered to purchase, why is it only available to one property? Seems to me that I have a more vested interest in the lane than someone that purchased the adjacent property just 6 months ago.

The next image (1041) is a picture of the laneway looking north. The old van is mine which will be moved soon, the shed is not and does sit on the laneway. From this picture you can see the large willow tree on the right that I have cleaned off every 2 years to keep under control. As you can imagine there are roots all through the area, not just from the willow tree. That does not present a problem under a laneway, but does if it winds up under structure. I will not be held liable or to task for any costs associated to this if council decides to change land use or ownership. Through the years we have spent over 6000 dollars on the willow tree maintenance and taking out an oak tree that was beside the shed located on the laneway. Last year we paid to have branches cut off an oak tree that overhangs our property from the subject property. When will that end? The subject property is full of trees that overhang the adjacent properties.

My final concern is that this laneway can also provide access to the back of our property. When we purchased the property in 1998, it was listed as having 'possibly' two lots. The last image attached is the original listing from the realtor. Our lot is a full half acre and could be subdivided or, if not, at least be eligible to develop with a carriage house. That development to my knowledge would be reliant on the existence of the laneway. That in part is the reason we have taken on the maintenance of the laneway through these years. I don't know why council would deny us this opportunity and would appreciate it if council would consider this in your deliberations about the laneway.

Thank you council for considering our concerns about this laneway. As stated, this is a fire lane access and does provide access to the back of our property for future. Thank you.

Frank Vander Hoek and Ruby Schreiner
5381 71 ave. N.E., Box 311 Canoe B.C.
Lot A, Plan 22339

April 3, 2007

To: District of Salmon Arm

Dear Sir:

With regards to the lane or 'right of way' (ROW) adjacent to our property, I would like to outline our interest, so far, in this piece of property.

- Lived on adjacent property for 8 years.
- Filled holes and ruts to level area.
- Moved sod onto 150 sq. feet of the area.
- Kept weeds down with hand weeding.
- Keep area clear of garbage, branches, and leaves.
- Mow area regularly when I do my lawn.

My concerns are as follows:

1. That we be given notice of any intent or prospect of selling this property- due to the time and effort put forth.
2. If the ROW is used in an emergency or for district use that the ROW be left in the same condition as it is now.
3. That setbacks are maintained at District standards for building adjacent to the ROW.
4. -I am also concerned about a temporary shed built on the right of way that overhangs my property line - no setback.

Thank you for keeping this document on file.

Adjacent plan #'s: Lot A Plan7042
 Lot 1 Plan7180

Sincerely:

Frank VanderHoek

Residential - Long Report

04/03/98 P93
Page 1

Address 5381 71 Ave
Division Shuswap
Sub-Area Ne - Ne Salmon Arm
Neighbrhd canoe
List# 7021910
Type Single Family
Year Built 1965 Approximate
Garage NoGarg
Parking Open
PkgSpaces Covered: 0 Uncovered: 3
Handicap Not Equipped
Postal Code V0E 1K0

List Price \$120,000
Orig List \$ \$124,900
Listed 09/30/97
Stat ACT DOM 185
WdStv
Bed 3 Fplc 0
Bsmt N Story One
FlrAreaMain 1152
FlrAreaBsm 0
FlrAreaAbove 0
FlrAreaTotal 1152
FBath 1 HBath 1 TtlBath 1



Fuel N/Gas Bsmnt GLEntr Floors Lino, PtCrpt
Heat/Cooling F/Air
AppEqplncl
Interior Fts
Exterior Fts Deck, Gardn, Shed
FirePlc Fuel
Water Munic Construct FrameW Roof Metal Suites NoSuit
Sewer Sewer Ext Finish Stuc Foundation Co/Bl

Frontage 99.00 Depth 218.00 Irreg No Lot Area
Acres 0.50 WatrFrnt WatrTyp Other TranAvail Y
Influence Easy Access, Flat Site, Golf Nearby, Quiet Area, Recreation Nearby, Schools Nearby

Ad Copy Tenant requires notice. 3 bdrm full 1/2 acre, fully serviced, close to schools, beach, pub, golf. Main floor laundry.
Possibly 2 lots. Vendor may carry with approval. Call Bill for full details.

NotInclcd Y see l.b.

Location canoe

AgntRmks Tenant requires notice. 3 bdrm full 1/2 acre, fully serviced, close to schools, beach, pub, golf. Main floor laundry.
Possibly 2 lots. Vendor may carry with approval. Call Bill for full details.

ShowInstr ApptRq, CallRt, LvCard, Pet, RstHrs
SpclShow

LockBox
OccupyBy Tenant

LegalDesc lot A sc 5, tw 21, rg 9 Plan 22339

SellrName		Zoning	SFD	AsmtStat	Assessed	LandAsmt	\$49,900
SellrPhne		ZoneCode	res	PID#	006-955-029	Improvemnt	\$56,500
RltrOwnshp	N	Re-Zoning	N	SurveyCrt	N	TotalAsmt	\$106,400
TenantNme		SellrDiscl	NoDisc			Taxes\$	\$1,396
TenantPhn		Non-Fin	NonExt			TaxYear	1997
Levies	NoLevi						
ImprvArea	N						
BCAA	000 (Res) Single Family dwelling						

Title Held	FreeH	Possess	60	MtgRate		CourtSI	N
Title Form	NStrat	1stMtg	TrFnU	ComesDue		L\$icIGST	Y
Title Search	Yes	Mtgagee		MtgPaymt		PayCmp	
SaleTerms		MtgBal		PayFreq		RstrPub	N
Trades	N						
Contingncy	N						

Commissn 3.5 first hundred thousand - 1.75 balance
ListAgency Shirley Real Estate Ltd., SHI Expires
AgncPhne 832-9997
ListSlspn Barker, William

Room	Level	Dimen	Features
Living Room	1	17 x 15	Phone Outlet, Closet, Wall to Wall Carpet, Cable Outlet
Dining Room	1	17 x 8	6 1/2 x 8 KITENY
Kitchen			Sliding Door
Master Bedroom		11 x 11	Phone Outlet, Closet
Bedroom 2		11 x 9	Closet
Bedroom 3		11 x 9	Closet

255
136
132
109
103
52

BATH 8 x 5

11 1/2 x 16
ADDITION

184 ft 2

23 x 24
+ 11
40

920 ft 2

= 1104 ft 2
= 16.6 %

P94











From: peter cavanagh [REDACTED]
Sent: Monday, November 1, 2021 3:20 PM
To: Erin Jackson <ejackson@salmonarm.ca>
Subject: Home improvement

To who it may concern, Steve baker is my neighbour and a very good neighbour him and his wife jinny. They have applied for a land swap which would enable him to maybe build a garage to keep his wife's car under shelter as she is a nurse and the last thing she needs is defrosting a cold car to get to work in the morning, I would be happy if you were to grant the land swap he is after. Yours P cavanagh.

Stephen and Jennifer Baker
5331 71 Ave NE
Canoe
VOE 1K0

4th November 2021

Reference Road Closure Bylaw No. 4468

His Worship Mayor Harrison and Members of Council,

We am grateful for the time taken and consideration given to this proposed bylaw thus far.

As we renovate and maintain this older house, our first, which is long overdue some care, the addition of a garage is the motivation for the exchange of land. Whilst a single garage could fit now, a larger space is desired to fully accommodate our hobbies. The decision to pursue this exchange was not taken lightly, but we strongly believe it to be a positive for both ourselves and our community. There are locations on our lot upon which a double garage or workshop could be built, but the lowest impact and most aesthetically pleasing option is to build a garage beside the house.

With one exception, the response received when informing our neighbours of the proposal has been extremely positive. People have been happy to hear of the development of the property and are supportive of the plans. This includes our neighbours to the north, west, south west, south and south east.

Regrettably our easterly neighbour feels that the loss of the laneway will negatively affect the value of their property, reducing access to the rear portion of the lot should it ever be subdivided. We do appreciate their concern, but we personally believe that the impact will be negligible. If their lot were to be subdivided in the future, then a panhandle driveway is easily possible (sketch included). Further to this, the laneway does not reach the rear portion of their lot, and so there would still be a significant encroachment on the southerly lot for access to the new lot, especially once you consider the sharp turns vehicles would have to make off a narrow laneway. On top of this, the laneway is not a road, so primary access to the rear lot from a laneway would be unusual and potentially costly for a developer. An additional concern of theirs is fire department access utilising a hydrant across from the laneway, however, the department cited "no concerns" ahead of the first, second and third readings of this bylaw.

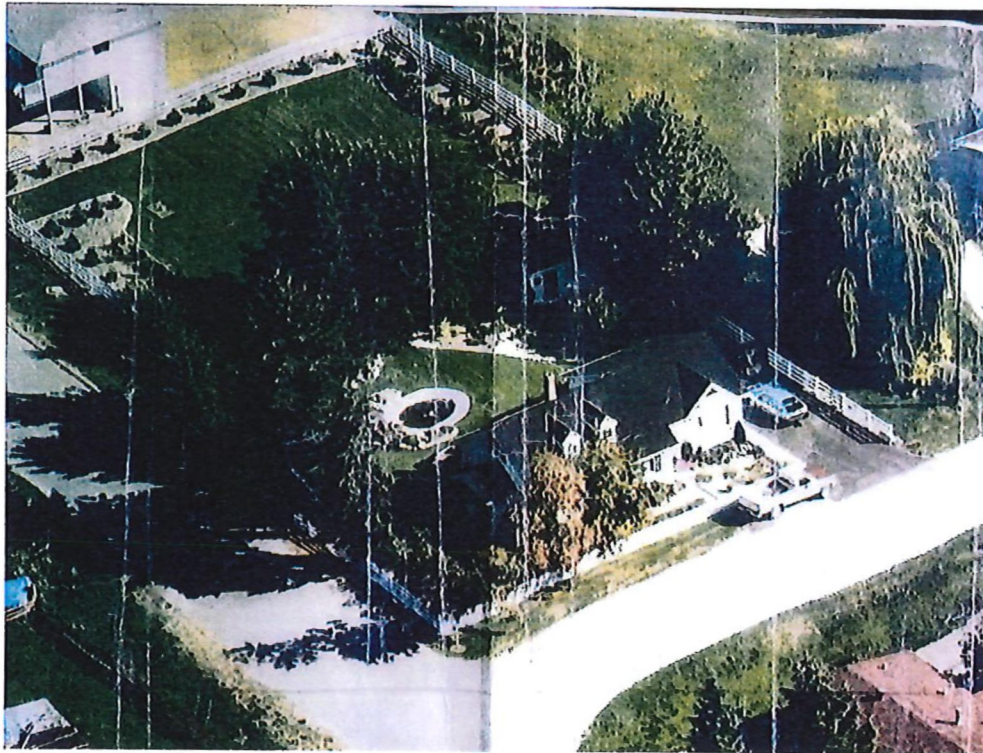
Whilst it has only been 11 months since first we reached out to city staff, this exchange was discussed with the city as long as 40 years ago, something we learnt when meeting a previous owner. They shared a historic photo with me, (attached below) and as you can see by the staggered fence, this misalignment has been around for quite some time.

The opportunity to complete this process and align our lot with those around us is an exciting one. It will enable us to invest in and develop the property to achieve our vision as well as providing the city with the road width required by today's standards.

We look forward to the final reading and any questions you may have.

Yours faithfully,

Stephen and Jennifer Baker



10. INTRODUCTION OF BYLAWS

1. City of Salmon Arm Road Closure Bylaw No. 4468 [Part of 53 Street NE and Lane Adjacent to 5331 71 Avenue NE; Baker, S. & J.] – First, Second and Third Readings

0428-2021

Moved: Councillor Lindgren

Seconded: Councillor Cannon

THAT: the bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4468 be read a first, second and third time

AND THAT: final reading be withheld subject to:

1. Consideration of a Highway Closure Bylaw in accordance with Sections 26 and 94 of the *Community Charter*;
2. The owner of 5331 71 Avenue NE being responsible for all surveying and associated legal and registration costs;
3. Dedication of that part of 53 Street NE along the west property line of 5331 71 Avenue NE; and
4. Registration of a Statutory Right of Way in favour of BC Hydro.

CARRIED UNANIMOUSLY

CITY OF SALMON ARM**BYLAW NO. 4468**

Being a Bylaw to Close to Traffic, Remove the Dedication as Highway and Dispose of a portion of south lane shown on Plan 7042

WHEREAS, pursuant to Section 40 of the Community Charter, SBC, 2003 Chapter 26, and amendments thereto, Council may, by bylaw, close a portion of highway to traffic and remove the dedication of a highway, if prior to adopting the bylaw, Council publishes notice of its intention in a newspaper and posts the notice in the public notice posting place, and provides an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

AND WHEREAS the Provincial Government's right of resumption under Section 35(8) of the Community Charter, SBC, 2003, Chapter 26 and amendments thereto, in relation to a highway or portion of a highway that was vested in a municipality pursuant to Section 35(1) of this Act, is cancelled if the Corporate Officer of the municipality files with the Land Title Office a statement certifying that the highway closure and removal of dedication complies with the Regulation of the Minister of Transportation B.C. Regulation 245/2004 (June 4, 2004) as amended by B.C. Regulation 18/2008 (January 25, 2005), made under the authority of the Community Charter, Section 35(10)(b);

AND WHEREAS the Council deems it expedient to close to traffic, remove the dedication of highway and dispose of that portion of south lane shown on Plan 7042, comprising 190.3 m² dedicated at the Kamloops Land Title Office by Lot A, SW ¼, Township 21, Range 9, W6M, Plan 7042 which is shown outlined in bold black ("Closed Road") on the Reference Plan EPP12278 prepared by Brian Sansom, B.D. Sansom Land Surveying Inc., on June 3, 2021, a reduced copy of which is attached hereto (the "Plan");

AND WHEREAS notices of the Council's intention to close the portion of highway to traffic, to remove its dedication as highway, and to dispose of it were published in a newspaper and posted in the public notice posting place;

AND WHEREAS the Council does not consider that the closure of the portion of highway will affect the transmission or distribution facilities or works of utility operators;

AND WHEREAS the disposition of Closed Road will be to Stephen Baker, the registered owner of the adjacent property (legally described as Lot A, Plan 7042, Township 21, Range 9, KDYD) and will be consolidated into the adjacent property;

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

1. Attached to this Bylaw, as Schedule "A" and forming part of this Bylaw is a reduced copy of the Reference Plan (the "Plan").

2. The City of Salmon Arm is hereby authorized to dispose of and convey the Closed Road to Stephen and Jennifer Baker, the registered owner of the adjacent parcel.
3. The City of Salmon Arm hereby authorizes the closure to traffic and removal of the highway dedication of that portion of lane shown on Plan 7042, comprising 190.3 m² dedicated at the Kamloops Land Title Office by Lot A, SW ¼, Township 21, Range 9, W6M, Plan 7042 which is shown outlined in bold black ("Closed Road") on the Plan.
4. On deposit of the Plan and all other applicable documentation for the removal of the highway dedication, in the Kamloops Land Title Office, the highway dedication of that portion of the road is cancelled.
5. The Mayor and Corporate Officer are hereby authorized to execute such conveyances, deeds, maps, plans, receipts and documents on behalf of the City of Salmon Arm as may be necessary for the purposes aforesaid and to affix the Corporate Seal of the City of Salmon Arm thereto.
6. The Council shall, before adopting this Bylaw, cause public notice of its intention to do so to be given by advertisement once each week for two consecutive weeks in a newspaper published or circulated in the City of Salmon Arm, and has provided an opportunity for persons who consider they are affected by the closure and disposition of the Closed Road to make representations to Council.

SEVERABILITY

7. 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.

ENACTMENTS

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

EFFECTIVE DATE

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

CITATION

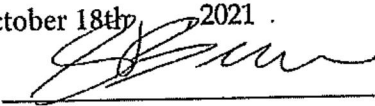
10. This Bylaw may be cited for all purposes as the "City of Salmon Arm Highway Closure Bylaw No. 4468".

READ A FIRST TIME THIS 23 DAY OF August 2021

READ A SECOND TIME THIS 23 DAY OF August 2021

READ A THIRD TIME THIS 23 DAY OF August 2021

APPROVED PURSUANT TO SECTION 41 (3) OF THE COMMUNITY CHARTER ON THE
DAY OF October 18th 2021 .


For Minister of Transportation and Infrastructure

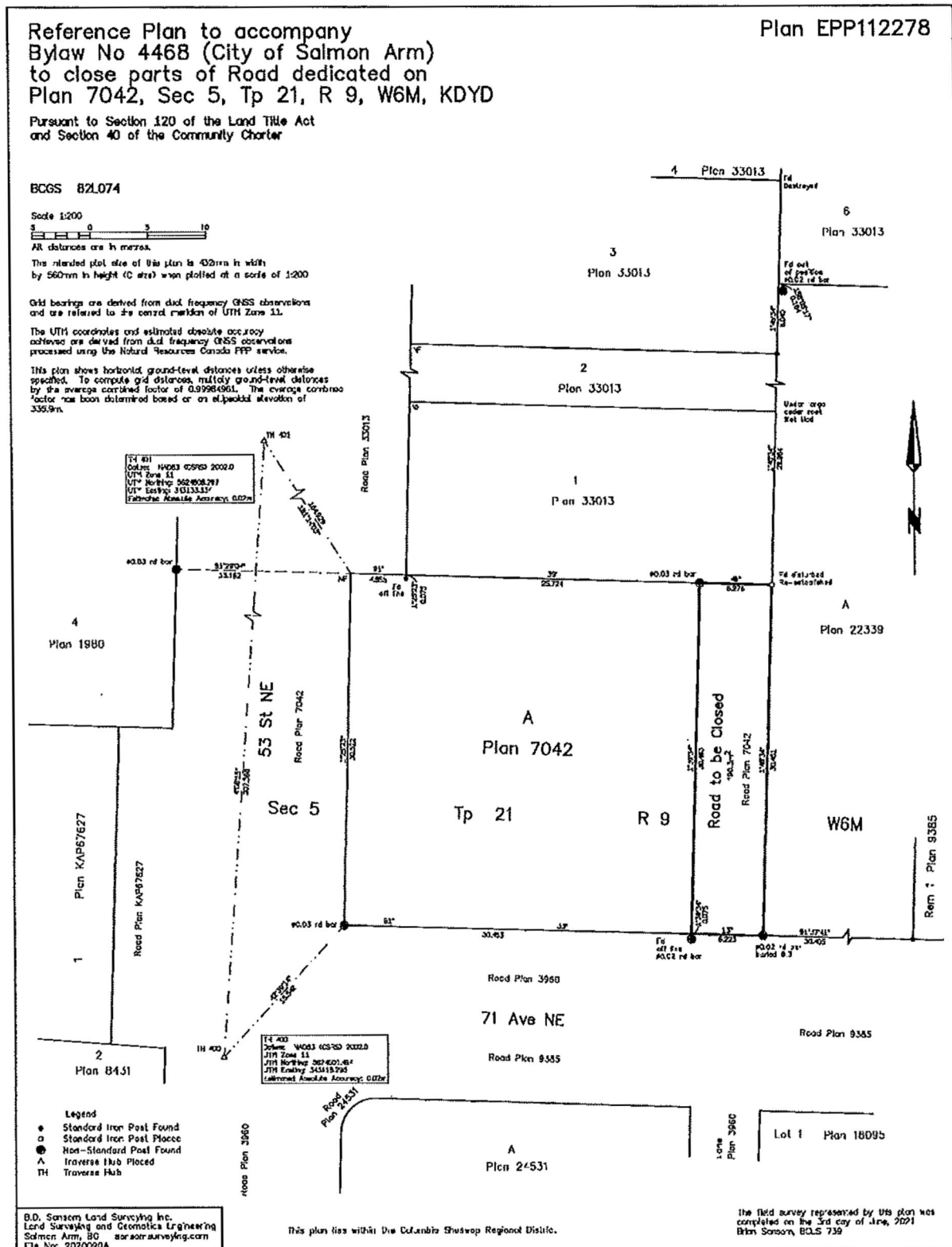
PUBLIC NOTICE OF INTENTION TO PROCEED ADVERTISED IN THE SALMON ARM
OBSERVER ON THE 27 DAY OF Oct , 2021 AND THE 3 DAY OF Nov , 2021 .

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

SCHEDULE "A"



Item 11.2

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4471 be read a final time.

[ZON1216; Text Amendment; Storage]

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: June 25, 2021

SUBJECT: Zoning Bylaw Text Amendment Application No. 1216
Applicant: City of Salmon Arm

MOTION FOR CONSIDERATION

THAT: A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1) Section 28 - General Industrial Zone

Add to sub-section 28.3.17 - Permitted Uses

mini warehousing to a maximum *parcel area* of 20%, inclusive of any outside storage

Add a sub-section to section 28.10 - Outside Storage

28.10.1 an outside storage business is limited to a maximum *parcel area* of 20%, inclusive of an *mini-warehousing*. This limitation does not apply to a contractor's storage yard or other *accessory use* storage purposes.

2) Section 29 - Light Industrial Zone

Add to sub-section 29.3.18 - Permitted Uses

mini warehousing to a maximum *parcel area* of 20%, inclusive of any outside storage area

Add a sub-section to section 29.10 - Outside Storage

29.10.1 an outside storage business is limited to a maximum *parcel area* of 20%, inclusive of any *mini-warehousing*. This limitation does not apply to a contractor's storage yard or other *accessory use* storage purposes.

AND THAT: Final reading be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

BACKGROUND

Based on the attached report (APPENDIX 1), the undersigned received direction from City Council to proceed with Option 3 related to the above Zoning Bylaw Amendment. The attached report maps the industrial zoned properties where mini warehousing and outside storage businesses are operating.

Assuming Bylaw adoption, new mini warehousing and storage businesses on M1 and M2 zoned land will be subject to the new limitations on parcel area. The M1 and M2 zones are attached as APPENDIX 2 with the relevant sections highlighted.

Assuming Bylaw adoption, those businesses currently in operation will be subject to Division 14 the Local Government Act (Non-conforming Use and Other Continuances¹). The sections of this Act are extensive and have implications on redevelopment, obtaining insurance, financing and land value.

Furthermore, the amendment could limited future subdivision opportunities of industrial properties with either mini-warehousing / outside storage businesses. Case in point: a 5 acre lot in which 50% of the parcel area is being used for mini-warehousing could not be subdivided in half (i.e. two 2.5 acre lots) unless the mini warehousing business either ceased or was reduced in scale by 45% and the floor area of the existing buildings used for another M1 or M2 zoned use.

The intent is to regulate the land area used for mini-warehousing and similar businesses using land for the outside storage of peoples' items either within storage containers or exposed. It is not intended to regulate outside storage yards which are accessory to a non-commercial storage business. This amendment does not involve commercially zoned properties where mini warehousing and similar storage businesses are permitted (e.g. C3 Service Commercial).

Last week, staff referred the attached report to the EDS for comment. As a text amendment affecting more than 10 properties, public notification in the newspaper is required for a Statutory Public Hearing after second reading; however individual notification to all properties zoned M1 and M2 is not required.

As the City becomes more densified with smaller lots and units, the demand for storage will likely not recede. Staff remains concerned with this proposed amendment, yet understands and respects the intent.


Kevin Pearson, MCIP, RPP
Director of Development Services



To: Development and Planning Services Committee

From: Director of Development Services

Date: May 31, 2021

Subject: Storage Zoning - For Information

Recent development proposals for storage facilities have raised discussion and some concern by Council.

Background

Storage is a land use permitted in a number of industrial and commercial zones. Storage is usually restricted to inside a building, or within an industrial shipping container (sea cans), or the open outside storage of items with screened conditions.

1. Industrial Zones: General Industrial (M1), Light Industrial (M2) and Auto Wrecking (M5). Within the M1 and M2 zones, the permitted use is *mini warehousing* (defined). In M5, outside storage is permitted if the yard is appropriately screened.
2. Commercial Zones: Service Commercial (C3) permits mini-warehousing and screened outside storage. The downtown, waterfront and some of the highway corridor commercial zones (e.g. C2 and C6) either do not allow outside storage at all or only under strict conditions or specific locations.

There are other zones where outside storage is either permitted outright or confined, such as the Airport Zone (P2) and the Institutional Zone (P3). Council amended the P3 zone not too long ago to allow outside storage for the Roots and Blues office - maximum of 15% site area or 280 m², whichever is less.

There has been a growing need for secure storage on commercial and industrial zoned land for boats, RVs, contractor's equipment and society's "stuff", in general. Some of the need in recent years is due in part to the ALC's enforcement of illegal storage on lands in the ALR. The concern appears to be with mini warehouse development and outside storage consuming remaining industrial lands, with a relatively low employee / m² or hectare ratio (more discussion on the next page).

Analysis

Within the Industrial Zones there are currently seven (7) business licences issued for primary storage businesses comprised of outside storage yards (undeveloped) or mini-warehousing (developed). This count does not include auto-wrecking yards or industrial / commercial businesses storing inventory / items outside and on site. Five (5) of the seven businesses are located in the SE industrial quadrant and two (2) are located in the SW. Maps showing these locations are attached.

With recent subdivision and development in the older and newer industrial areas and some C3 zoned land near 30 Street SW / TCH, there is a possibility for 2 - 3 more licences for mini-warehousing and boat / marine storage businesses.

There is approximately 283 hectares (700 acres) of land designated by the OCP for industrial use in the City. The SE industrial area is where most of the remaining undeveloped, industrial designated land is situated. There is approximately 53 hectares (130 acres) of undeveloped, industrial designated land remaining throughout the City, and most of that lies between 10th and 20th Avenues SE within the Special Industrial Development Area and adjacent to Highway 97B near Auto Road.

Of the 283 hectares of industrial land, approximately 12 hectares (29 acres) or > 4% of that is being used for mini warehousing and outside storage within the SE and SW industrial areas. There is another 2 hectares (5 acres) of land zoned C3 in the SW areas of the City where staff anticipate proposals in the near future for additional marine storage and mini-warehousing, as well as a pocket of C3 zoned land in the Canoe highway NE area where storage yards exist.

Discussion

The OCP supports warehousing and storage within the Industrial and Service Commercial areas of the City. The M1, M2, and C3 zones are the most wide-open, free enterprise zones in the City allowing for a very wide range of land uses and businesses with many uses added to these zones over decades.

There is an emerging trend of citizens in residential neighbourhoods, businesses in the downtown and waterfront areas and organizations using sea cans to store materials on lands not zoned for that use. The proliferation of these steel containers, uncontrolled or unregulated can lead to safety risks and, from an aesthetics point of view, do not fit well in those zones. They are a far cheaper alternative to new buildings and they lie in a gray area for building inspection. Stemming from a legal opinion obtained for residential bylaw enforcement complaints, the City deems them as an industrial use and entity.

The other obvious societal trend driven by consumer demand and the global chain of large supply outlets is on-line shopping, which will require land in local markets for shipping, receiving, warehousing and distribution, transportation and contractors equipment yards. The M1, M2 and C3 zones already allow for this. Staff periodically receive enquiries and complaints that there is not enough land for these purposes.

Developing the industrial lands where some of the storage businesses exist are challenged by two main obstacles: 1) road building and servicing requirements (albeit servicing that is common to other types of development and even at a lesser standard); and 2) contaminated sub-surface conditions which triggers onerous brownfield remediation requirements. For some of these properties, that use is the only affordable option for the land / business owner, and the market demand for it continues to grow, seemingly.

Of the 14 hectares total of industrial and commercial zoned land, approximately one-half of that is outside storage and mostly undeveloped, which means it could be developed for other industrial/commercial uses in the future should the market demand a conversion.

Staff understand the concerns with the possibility for the last remaining industrial lands being consumed by more mini-warehousing and storage businesses. The desire for these lands to be built out with value added, high technology, clean industry, with skilled workforce and high employment is an admirable long-term vision. Controlling mini-warehousing and storage use by zoning may or may not facilitate that. The overall amount of land being used for commercial storage is reflective of consumer demand. Should Council wish to restrict this use, Options 1 - 3 may be considered with a Zoning Bylaw text amendment.

Options

1. Consider a General Regulation or General Prohibition in the Zoning Bylaw prohibiting mini-warehousing and outside storage. With that, delete those uses from the M1 and M2 zones. Although this could seem to be a drastic approach, it could be in place on a temporary basis; however long Council deems necessary and the uses could remain permitted in C3.
2. Delete mini-warehousing from the M1 and M2 zones, and create a new Industrial Zone (M7) permitting warehousing and screened outside storage, possibly with transportation and trans-shipment uses. With this option, one would need to apply to Council to rezone. The OCP could be adjusted to provide site specific and potentially market specific circumstances for support (i.e. the business / applicant / developer would need to provide Council with a market analysis).
3. Identify *mini-warehousing* and *outside storage* as accessory uses in the industrial zones and/or to a maximum of 20% or less of a gross parcel area (or some other percentage).

4. Maintain the status quo and let the market dictate what industrial uses can afford to develop and service the approximately 53 hectares (130 acres) remaining industrial land base.

Should Council wish to proceed Options 1 - 3, staff would require a motion to that effect. Any zoning changes mentioned above would result in non-conforming status for the existing businesses.

A handwritten signature in black ink, appearing to read "Kevin Pearson". The signature is fluid and cursive, with a large loop at the end.

Kevin Pearson, MCIP, RPP
Director of Development Services

Southeast Industrial

Aviator Business Park DP approved
1 acre mini-warehousing

< 1 acre used for outdoor storage



0 345 690 1,380 2,070 2,760 Meters

Parcels
Storage Business
Zoned Industrial
Total Area = 25.2 acres

Southwest Industrial



0 30 60 120 180 240 Meters

- Parcels
- Storage Businesses Zoned Industrial

Total Area = 4.1 acres

9. STAFF REPORTS

2. Director of Development Services – Storage Zoning

0311-2021

Moved: Councillor Eliason

Seconded: Councillor Cannon

THAT: Council direct staff to prepare a bylaw amendment to proceed with Option 3 outlined in the staff report dated May 31, 2021.

CARRIED

Councillor Flynn and Lavery Opposed

SECTION 28 - M-1 - GENERAL INDUSTRIAL ZONE**Purpose**

28.1 The M-1 Zone provides for the location of general industrial and manufacturing uses to be located in areas where conflict with other uses is unlikely to occur.

Regulations

28.2 On a *parcel* zoned M-1, no *building* or *structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the M-1 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

28.3 The following uses and no others are permitted in the M-1 Zone:

- .1 auction yards; #2736
- .2 automotive and truck repair shop, including body repair and painting;
- .3 building supply establishment; #2736
- .4 bulk petroleum products sales and limited retail fuel sales, maximum two [2] pumps;
- .5 *cafe*; #2736
- .6 *commercial daycare facility*; #3724
- .7 concrete products and readi-mix concrete;
- .8 distillery and brewery;
- .9 farm equipment sales and rentals; #2736
- .10 greenhouses, nurseries, including retail sales; #2736
- .11 *high technology research and development*; #4368
- .12 *home occupation*; #2782
- .13 *key lock fuel installation*;
- .14 laboratory, scientific and research; #2736
- .15 *light industry*;
- .16 machinery sales, rental; #2736
- .17 *mini warehousing*;
- .18 *mobile food vending*; #4240
- .19 *mobile home* manufacturing and sales;
- .20 moving and storage establishment; #2736
- .21 *office*, storage *building*, workshop and yard for general contractor and trade contractor;
- .22 *outside vending*; #2837
- .23 *private utility*;
- .24 *public use*;
- .25 *public utility*;
- .26 radiator repair shop; #2736
- .27 *recreation facility - indoor*; #2736
- .28 recreation vehicle sales and rental lots, and showroom (new and used); #2736
- .29 *recycling depot*;
- .30 rental and repair of tools, small equipment; #2736
- .31 sale and repair of machinery, farm implements, and heavy equipment;
- .32 storage *building*, warehousing and wholesale establishment, packing and crating, cold storage;
- .33 storage yard;
- .34 *transportation use*;
- .35 truck and truck-tractor sale or rental lot;
- .36 veterinary hospital; #2736
- .37 welding, machine or metal fabrication;
- .38 wood products manufacturing;
- .39 *ancillary retail sales*; #2736
- .40 *accessory use*, including one *dwelling unit*, or one *single family dwelling*, or one *upper floor dwelling unit*. #2761

SECTION 28 - M-1 - GENERAL INDUSTRIAL ZONE - CONTINUED**Maximum Height of Principal and Accessory Buildings**

28.4 The maximum *height of principal* and accessory buildings shall be 15.0 metres (49.2 feet).

Maximum Parcel or Site Coverage

28.5 The maximum *parcel or site* coverage for all buildings and structures shall be 60% of the *parcel or site* area.

Minimum Parcel Size or Site Area

28.6 The minimum *parcel size or site* area shall be 465.0 square metres (5,005.4 square feet).

Minimum Parcel or Site Width

28.7 The minimum *parcel or site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal and Accessory Buildings

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

- | | | |
|----|---|------------------------|
| .1 | Front parcel line shall be | 6.0 metres (19.7 feet) |
| .2 | Rear parcel line shall be | 6.0 metres (19.7 feet) |
| .3 | Interior side parcel line | |
| | - adjacent to a <i>parcel</i> not zoned | |
| | industrial shall be | 6.0 metres (19.7 feet) |
| | - all other cases shall be | 4.0 metres (13.1 feet) |
| .4 | Exterior side parcel line shall be | 6.0 metres (19.7 feet) |

Accessory Retail Use

28.9 Accessory retail uses, including showrooms and display areas, shall not exceed 25% of the maximum floor area of the *principal building* as defined under *Light Industry*.

Outside Storage

28.10 Outside storage shall be screened from any adjacent *parcel* not zoned Industrial as per Appendix III.

Parking and Loading

28.11 Parking and loading shall be required as per Appendix I.

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE**Purpose**

- 29.1 The M-2 Zone provides for the location of light manufacturing and related uses to be located in areas where conflict with surrounding uses is unlikely to occur.

Regulations

- 29.2 On a *parcel zoned M-2*, no *building or structure* shall be constructed, located or altered and no plan of subdivision approved which contravenes the regulations set out in the M-2 Zone or those regulations contained elsewhere in this Bylaw.

Permitted Uses

- 29.3 The following uses and no others are permitted in the M-2 Zone:

- .1 auction yards;
- .2 automotive and truck repair shop, including body repair and painting, excluding *fuel service station*; #3375
- .3 auto sales and rental lots, showroom (new and used); #2736
- .4 boat and boat trailer sales and rental showroom, including minor repairs; #2736
- .5 *cafe*; #2736
- .6 distillery and brewery #2736;
- .7 distribution of refurbished/recycled goods; #3001
- .8 farm equipment sales and rentals; #2736
- .9 frozen food lockers, including retail sales; #2736
- .10 funeral services, including crematorium, embalming and related viewing rooms; #2958
- .11 greenhouses, and nurseries, including retail sales; #2736
- .12 *high technology research and development*; #4368
- .13 *home occupation*; #2782
- .14 *key lock fuel installation*;
- .15 laboratory, scientific and research; #2736
- .16 *light industry*;
- .17 machinery sales, rental;
- .18 *mini warehousing*;
- .19 *mobile food vending*; #4240
- .20 *mobile home sales*; #2736
- .21 moving and storage establishment #2736;
- .22 *office*, in association with a permitted industrial use, where the *office* does not exceed 50% of the lot area; #2736
- .23 *outside vending*; #2837
- .24 print shop; #2736
- .25 *private utility*; #2736
- .26 *public use*;
- .27 *public utility*;
- .28 recreation vehicle sales and rental lots, and showroom (new and used); #2736
- .29 *recycling depot*;
- .30 rental and repair of tools, small equipment; #2736
- .31 *transportation use*;
- .32 truck sales and rental lots, and showroom (new and used); #2736
- .33 upholstery shop; #2736
- .34 *ancillary retail sales*; #2736
- .35 *accessory use*, including one *dwelling unit*, or one *single family dwelling*, or one *upper floor dwelling unit*. #2761

Maximum Height of Principal and Accessory Buildings

- 29.4 The maximum *height of principal* and *accessory buildings* shall be 15.0 metres (49.2 feet).

SECTION 29 - M-2 - LIGHT INDUSTRIAL ZONE - CONTINUED**Maximum Parcel or Site Coverage**

29.5 The maximum *parcel* or *site* coverage for all *buildings* and *structures* shall be 70% of the *parcel* or *site* area.

Minimum Parcel Size or Site Area

29.6 The minimum *parcel* size or *site* area shall be 465.0 square metres (5,005.4 square feet).

Minimum Parcel or Site Width

29.7 The minimum *parcel* or *site* width shall be 15.0 metres (49.2 feet).

Minimum Setback of Principal and Accessory Buildings

29.8 The minimum *setback* of the *principal* or accessory *buildings* from the:

- | | | |
|----|---|------------------------|
| .1 | <i>Front parcel line</i> shall be | 6.0 metres (19.7 feet) |
| .2 | <i>Rear parcel line</i> | |
| | - adjacent to a <i>parcel</i> not zoned | |
| | Industrial shall be | 6.0 metres (19.7 feet) |
| | - all other cases shall be | 3.0 metres (9.8 feet) |
| .3 | <i>Interior side parcel line</i> | |
| | - adjacent to a <i>parcel</i> not zoned | |
| | Industrial shall be | 6.0 metres (19.7 feet) |
| | - where the <i>parcel</i> has access to | |
| | a lane shall be | 1.5 metres (4.9 feet) |
| | - where the <i>parcel</i> does not have | |
| | access to a lane shall be | 4.0 metres (13.1 feet) |
| .4 | <i>Exterior side parcel line</i> shall be | 6.0 metres (19.7 feet) |

Accessory Retail Use

29.9 Accessory retail uses, including showrooms and display areas, shall not exceed 25% of the maximum *floor area* of the *principal building* as defined under *Light Industry*.

Outside Storage

29.10 Outside storage shall be screened from public view and any adjacent *parcel* not zoned Industrial as per Appendix III.

Parking and Loading

29.11 Parking and loading shall be required as per Appendix I.



To: Development and Planning Services Committee and the City of Salmon Arm City Council

From: Marty Bray, President and CEO of Aviator Business Park Inc.

Date: June 16, 2021

Subject: Storage Zoning – For Information Letter of May 31, 2021

Dear Reader,

It was brought to our attention at Aviator that there is some discontent with respect to mini and outdoor storage facilities in Salmon Arm. We understand that there are several issues that are causing this discontent, they are:

- Aesthetically unattractive nature of the buildings and services that are provided. These include outdoor storage facilities, steel structured buildings that can dilapidate quickly, steel containers that provide safety and inspection issues
- Failure to comply with bylaws and permit requirements by storage providers
- Lack of warehousing, industrial, and commercial facilities in the area that is experiencing rapid growth
- Manufacturing and industrial activities occurring in residential neighbourhoods making the existing industrial land critical for future development
- Competitive posturing by market participants

We at Aviator are aware of all of these challenges and it was always our goal to provide and build mini storage warehousing that was of the utmost quality and design, utilizing concrete split faced stone materials. Our goal for outdoor storage was to utilize and maximize the land in the most efficient manner possible in order to generate revenue that could help fund other big and bold ideas. The ownership of Aviator generates modest incomes and took a significant risk to acquire this land, the two principals investing their life savings into this Project.



That said, the principals believed that we could design and develop a Business Park with the overall ambition of providing not only much needed mini warehousing buildings, but also design and build quality industrial and commercial buildings that are as sustainable and resilient as possible. Examples include:

- Designing the mini storage warehouses to have the ability to install solar panels. Thus, generating a significant amount of energy based on the roof design and space on the structures.
- Allow all of the buildings to be multi dimensional in nature and factor into the overall design of the Business Park
- Potentially utilize geothermal technology for air conditioning and heat, this could make the business park a zero carbon building development
- Utilize the space effectively for septic, due to the sewer challenges the area faces
- Allow businesses to benefit from built in resiliency that could be instrumental in the new climate environment

Based on the momentum we see in the market for the demand for industrial and commercial warehousing, we hope to have another Development Permit submitted to the City as soon as possible. This will lay out the ambitions for the next phase of our development which will include building warehousing facilities for industrial and commercial customers.

Our plan has always been to work closely with the city as we work through our ideas and see the City as an essential stakeholder in our vision. Thus, the M7 proposal would make the most sense in this instance, at least for us. This would give the city the ability to review the suitability and viability of the projects. When business owners can go through a thoughtful design process that would provide a compelling argument for their storage projects. Decisions could then be made based on how the projects contribute to the city's financial, sustainability and resiliency plans.

From: Blake Newton
Sent: Monday, June 14, 2021 4:52 PM
To: Caylee Simmons
Subject: Industrial storage replies.

Caylee,

As promised I am going to put forward a concern that I would like to bring forward. As someone with a commercial interest in Salmon Arm and in the industrial zone here with tenants, tenants and neighbors who own the properties, lease them or have employees who rely on these businesses it was alarming to see a column that was to many of us disconcerting. As I pointed out development of land (as proven by the old Newenes grounds which existed in the city core which developed into a myriad of new businesses) should be evolutionary. I believe that the approach used by the city's director of development services, Kevin Pearson where. he advocated for keeping the status quo is something that the majority of businesses in the industrial zone believe in. The idea however that would cap storage use at under 20% of available land in our view hampers the potential of business development. I can assure you that I have not heard of prospective tenants and I have land available as does the majority of land owners here. I cannot imagine that BC Hydro or Bid Group for example would like to be relegated to a fraction of their outside storage. In this instance I would recommend that City Council re evaluate their position on this. I personally don't wish to get into an adversarial conflict with the municipality. It's in the interests of all stakeholders to work together. The effects of such a restrictive potential bylaw would adversely affect tax revenues as well as lead to a distrust of each other. I hope that you point my concerns out to Town Council. Anyways, I hope that we can resolve the issues in a way that we all are satisfied with.

Regards, K. Blake Newton.

Sent: July 30, 2021 4:17 PM

To: Alan Harrison ; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Rob Niewenhuizen; Erin Jackson

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Patrick
Last Name	Hysop
Address:	[REDACTED]
Return email address:	[REDACTED]
Subject:	Storage Facility Back40Storage
Body	<p>To Mayor Allan Harrison,</p> <p>Good afternoon, I am writing this in regards to hearing rumblings of the city council changing or amending a zoning bylaw. We currently have a storage business and have been running it for a couple, three years now. We have approximately two acres of outdoor storage and want to eventually expand to use up our entire back portion of our property. I see, that with the boom of these new storage facilities, that the city is being put in a hard place. While the city is not fond of so much industrial land being used for storage, we do feel that you have created the need for storage. Residential properties are getting smaller and smaller, and neighbourhoods are being filled to capacity. Where is it exactly you expect the residents of Salmon Arm to store their recreational assets?!</p> <p>With our property not being completely flat, it has been quite a cost thus far, in the development of our current two acres. At one time we wanted to subdivide, but the city required a road to be built, in order for us to do that! With the cost from a local Engineering firm coming in at almost half a million dollars, it was too far out of reach for us. With that road block,, we decided to put in a storage compound instead to help raise funds for the industrial taxes we pay as well as for the future development and possible subdivision of our back acreage. We have a five year plan to accomplish what we need to do to make this happen. We wish to be grandfathered in as a storage facility with no limits. We have been paying these M1 taxes for some time now, therefore I feel that we should not be subject to any new changes in by-laws that effect our</p>

property. We purchased this property over 15 years ago and had it rezoned M1 almost immediately, as well as we already have an established storage business! The city recently has let another facility open just down the road and build without putting in any roads?! Not sure how this is fair . So to conclude, I feel that any existing storage facilities should be grandfathered under the old rules and any newly zoned M-1 properties, should or could, be subjected to your new rules.
Yours truly
Patrick Hysop

Would you like a response: Yes

Disclaimer

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

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

Sent: August 1, 2021 3:46 PM

To: Alan Harrison; Chad Eliason; Debbie Cannon; Kevin Flynn; Louise Wallace-Richmond; Sylvia Lindgren; Tim Lavery; Rob Niewenhuizen; Erin Jackson

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Thomas
Last Name	Newton
Address:	
Return email address:	
Subject:	Rules with regards to development of Industrial Area.
Body	Just curious what your end game is. You are creating regulations against the idea of free-enterprise capitalism. Not sure when we stopped that system-would like an update on that. As an owner of a property in the area-I would like for you to find us some upper-end/high computing enterprise to rent our area. Until then the idea is let the market do what it will. People need places to store thier things. What we apparently DON'T NEED is a large company to come and put a building up and give us a mighty rent. Love it if it were true-but IT ISN'T!!!! So we need to sit on it until that happens? Doesn't really seem fair-my father gave up a lot for that property and for you all to decide that you would rather it be a hub of technocracy is the idea of a child.

Would you like a response: Yes

Disclaimer

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

September 16, 2021

City of Salmon Arm
Kevin Pearson
PO Box 40
Salmon Arm BC, V1E 4N2

Dear Kevin,

Re: Proposed Zoning Bylaw Amendment Limiting Mini-Warehousing and Outdoor Storage Businesses on Industrial Zoned Properties

The Salmon Arm Economic Development Society (SAEDS) Board of Directors reviewed the information provided by the City of Salmon Arm, related to the proposed zoning bylaw amendment for the above-noted referral. Following significant discussion, the following motion was passed:

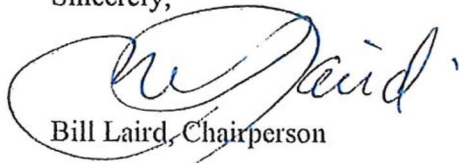
"The SAEDS Board supports the proposed City of Salmon Arm zoning amendment limiting mini-warehousing and outside storage to a maximum of 20% of a gross parcel area for M1- and M2-zoned properties; further, the Board recommends that C3-zoned properties also be included in the zoning bylaw amendment." - All in favour, approved.

The primary discussion points preceding the above motion included:

- 1) Looking forward, land is scarce. We need to be thoughtful of community development and specifically, we have a responsibility to achieve the highest return on investment for each acre of land, for our community.
- 2) The Board was concerned that storage businesses often do not trigger a building permit requirement, or resulting DCC's. As a result, the current zoning bylaw is perhaps unintentionally creating an uneven playing field for property development.
- 3) There was noted concern that the proposed bylaw amendment focusing on M1- and M2-zoned properties may inadvertently direct storage businesses onto C3-zoned lands. This land is also scarce, and the visual appeal and economic return of what is available is extremely important to our community. The SAEDS Board felt this unintentional consequence should also be considered by Council in the proposed zoning amendment.

We thank you for the opportunity to comment on this proposed zoning bylaw amendment.

Sincerely,



Bill Laird, Chairperson

23. STATUTORY PUBLIC HEARINGS

1. Zoning Amendment Application No. ZON1216 [Text Amendment; Storage]

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

Submissions were called for at this time.

L. Reimer – email dated October 25, 2021 – ZON-1216

Following three calls for submissions and questions from Council, the Public Hearing was closed at 7:18 p.m.

CITY OF SALMON ARM

BYLAW NO. 4471

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 October 25, 2021 at the hour of 7:00 p.m. was published in October 13 and 20, 2021 issues of the Salmon Arm Observer;

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

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

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

1) Addition under Section 28 - General Industrial Zone

Sub-Section 28.3.17 - Permitted Uses *mini warehouse* to a maximum *parcel area* of 20%

Addition under Section 28.10 - Outside Storage

Section 28.10.2 an outside storage business is limited to a maximum *parcel area* of 20%. This limitation does not apply to a contractor's storage yard or other *accessory use* purposes.

2) Addition under Section 29 - Light Industrial Zone

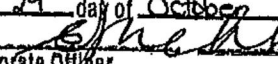
Sub-Section 29.3.17 - Permitted Uses *mini warehouse* to a maximum *parcel area* of 20%

Addition to Section 29.10 - Outside Storage

Section 29.10.2 an outside storage business is limited to a maximum *parcel area* of 20%. This limitation does not apply to a contractor's storage yard or other *accessory use* purposes.

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

Certified true and correct copy of Bylaw No. 4471
as read a third time by Council on the 25 day of
October 2021. Dated at Salmon Arm, B.C.
this 29 day of October 2021.

Corporate Officer

City of Salmon Arm
Zoning Amendment Bylaw No. 4471

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

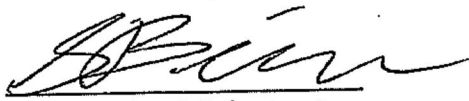
This bylaw may be cited as "City of Salmon Arm Zoning Amendment Bylaw No. 4471"

READ A FIRST TIME THIS 12 DAY OF July 2021

READ A SECOND TIME THIS 27 DAY OF September 2021

READ A THIRD TIME THIS 25 DAY OF October 2021

APPROVED PURSUANT TO SECTION 52 (3) (a) OF THE TRANSPORTATION ACT
ON THE DAY OF November 2nd 2021


For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

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INFORMATIONAL CORRESPONDENCE – NOVEMBER 1, 2021

- | | | |
|-----|--|---|
| 1. | Building Department – Building Statistics – October 2021 | N |
| 2. | Building Department – Building Permits – Yearly Statistics | N |
| 3. | G. Taylor – email dated October 22, 201 – Sidewalk to Canoe Beach | A |
| 4. | V. Morris – email dated October 28, 2021 – Library Vision | A |
| 5. | M. Gendron – email dated November 1, 2021 – Smoke, Climate Change, Health | A |
| 6. | N. Moore – letter dated November 3, 2021 – Handicap Parking Stall | A |
| 7. | B. White – email November 4, 2021 – McGuire Lake in the Winter | A |
| 8. | L. Painchaud, President, Salmon Arm branch, Okanagan Historical Society – letter dated October 29, 2021 – 31 Hudson Avenue NE | A |
| 9. | D. Mangold, Manager, Churches of Salmon Arm Used Good Society – letter dated October 28, 2021 – Grant funding | A |
| 10. | J. Broadwell, Manager, Downtown Salmon Arm – letter dated November 2, 2021 – Downtown Holiday Market – Hudson Street Closure December 4, 2021 | A |
| 11. | Governance Advisory Committee, Shuswap North Okanagan Rail Trail Corridor – Minutes of July 16, 2021 | N |
| 12. | J. Bascu, Adjunct Assistant Professor, School of Nursing, Thompson Rivers University – email dated October 27, 2021 – Regional Centre to support Health Aging | A |
| 13. | S. Kozuki, Executive Director, Forest Enhancement Society of BC – letter dated October 26, 2021 – BC Forestry Workers are Climate Change Heroes | N |
| 14. | C. Heavener, Assistant Deputy Minister and Provincial Director of Child Welfare and R. Bacy, Provincial Director of Adoption – email – Adoption Awareness Month | N |
| 15. | E. Vidal, Director of Resource Management, Thompson-Okanagan Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – letter dated October 27, 2021 – <i>Emergency</i> Motor Vehicle Closures | N |
| 16. | D. Eby, Attorney General and Minister Responsible for Housing – letter dated October 26, 2021 – UBCM delegation | N |

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

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Item 23.1

CITY OF SALMON ARM

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, November 8, 2021 at 7:00 p.m.**

1) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 from R-1 (Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1120 17 Avenue SE

Location: On 17th Avenue SE mid-block between 10 Street SE and 12 Street SE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with Suite

Owner / Agent: M. Houghland & J. Padgham, P. and K. Gelineau/ J. Padgham

Reference: ZON-1221/ Bylaw No. 4477



The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> October 12 to November 8, 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.

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

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

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

To: His Worship Mayor Harrison and Members of Council

Date: September 24, 2021

Subject: Zoning Bylaw Amendment Application No. 1221

Legal: Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069
 Civic Address: 1120 17 Avenue SE
 Owner/Applicant: K. & P. Gelineau, M. Houghland & J. Padgham

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 from R1 (Single Family Residential) to R8 (Residential Suite Zone).

PROPOSAL

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

BACKGROUND

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

Adjacent land uses include the following:

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

The subject property is approximately 860.6m² in area. A 302m² (3253ft²) single family dwelling is under construction. The proposed basement suite is approximately 60m² (645ft²). The entrance to the proposed suite is on the west side of the building. Drawings provided in support of the rezoning application are attached as Appendix 5. Parking is to be provided onsite in the proposed driveway. The site plan shows a 3.0m wide easement along the west property line, the easement protects private sewer and storm connections for the upland property. The proposed development would not impact the easement area.

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

COMMENTS

Engineering Department

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

Building Department

No concerns with the rezoning. The completion of the basement suite should be compliant with BC Building Code. A Building Permit for the construction of a single family dwelling with an unfinished basement is under review, should the rezoning be approved a separate Building Permit application would be required for the completion of the basement.

Fire Department

No concerns.

Planning Department

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



Prepared by: Melinda Smyrl, MCIP, RPP
Planner III



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

P136

Subject Property Map



-  Subject Property
-  Parcels

OrthoMap

P137

1161

1141

1121

1081

1061

17 AVE. SE

1160

1140

1120

1080

1060

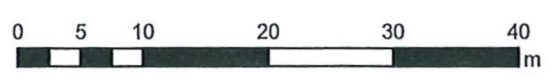
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1161

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1121

1170



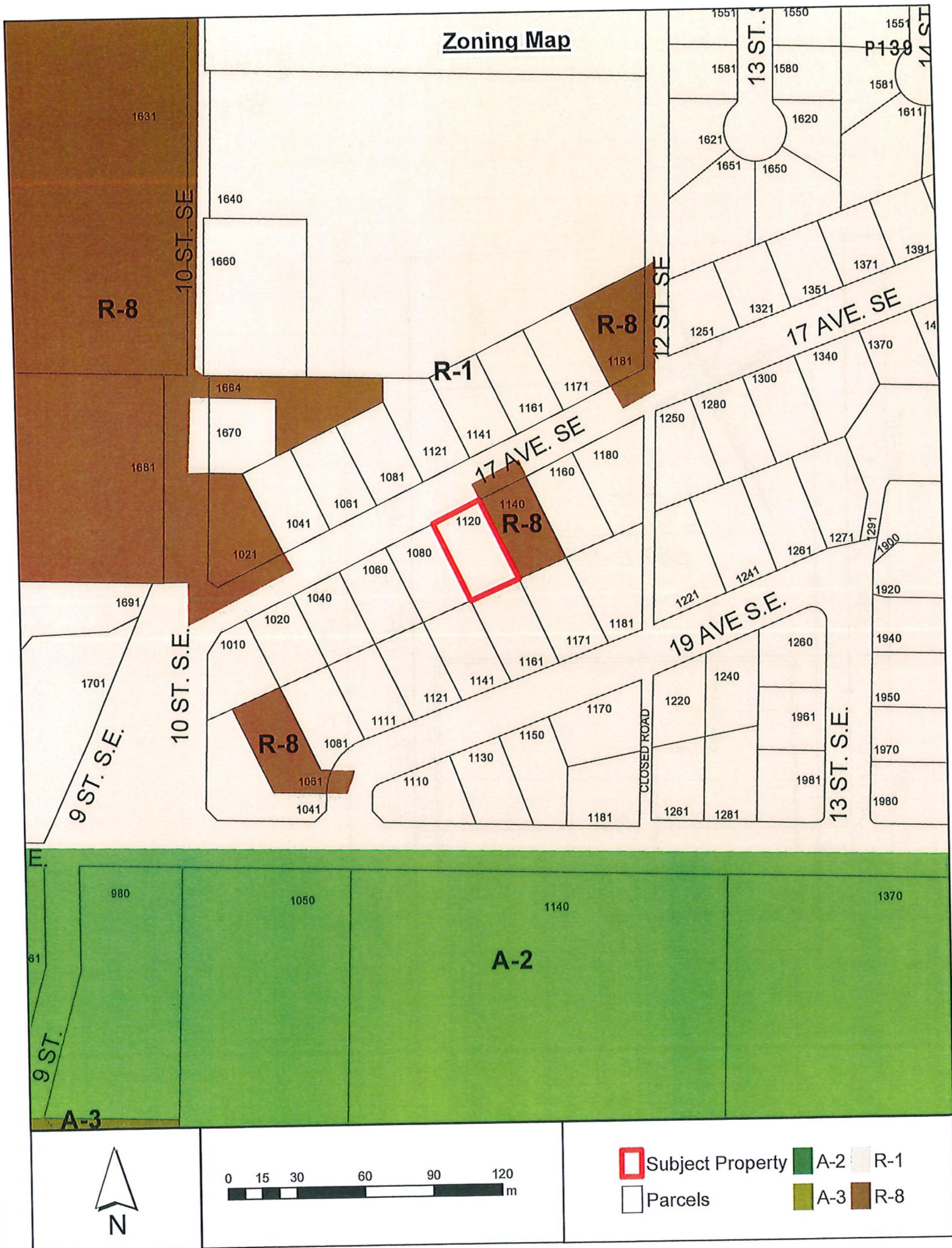
Ortho Photo Date: 2021

-  Subject Property
-  Parcels

P138

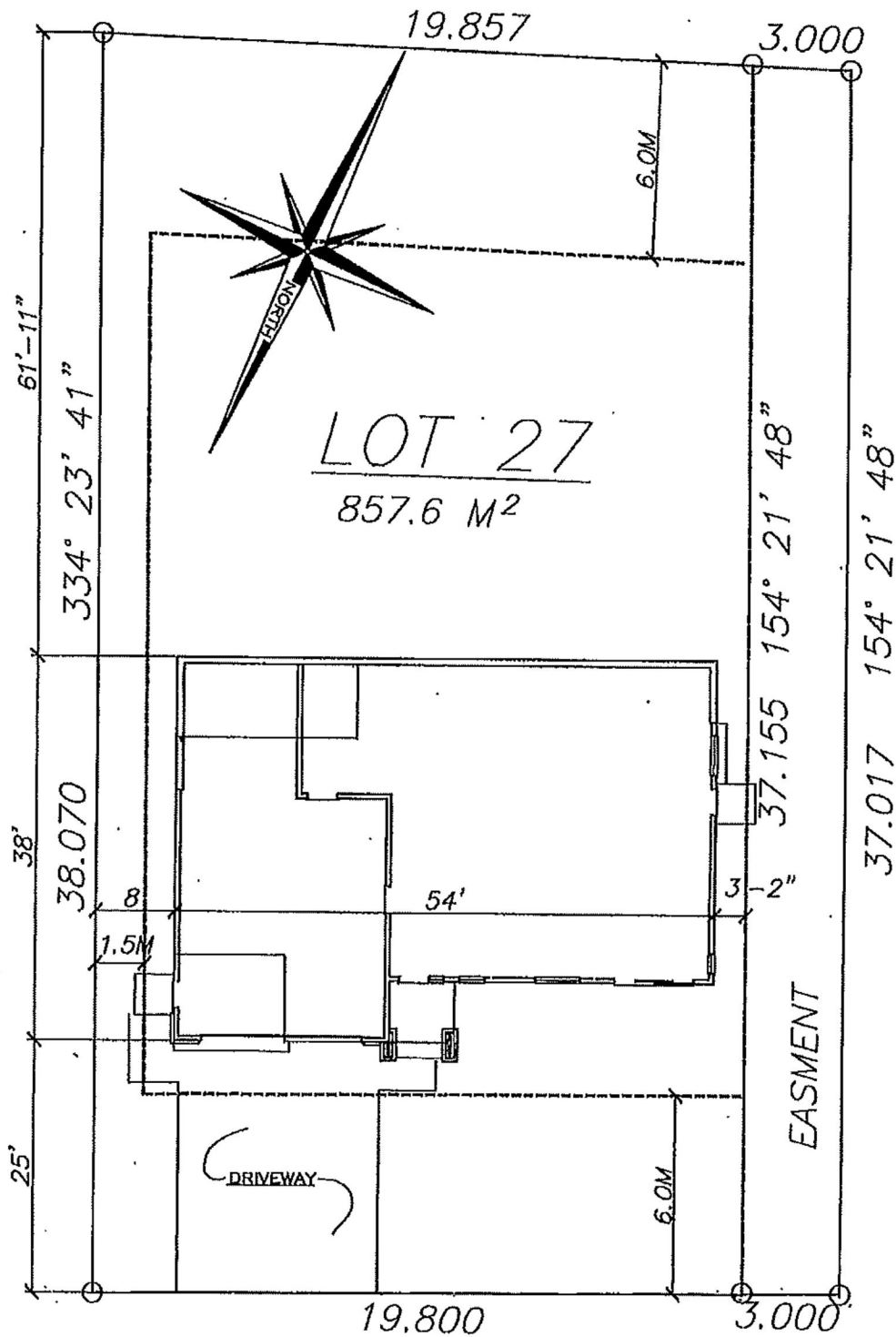


Zoning Map



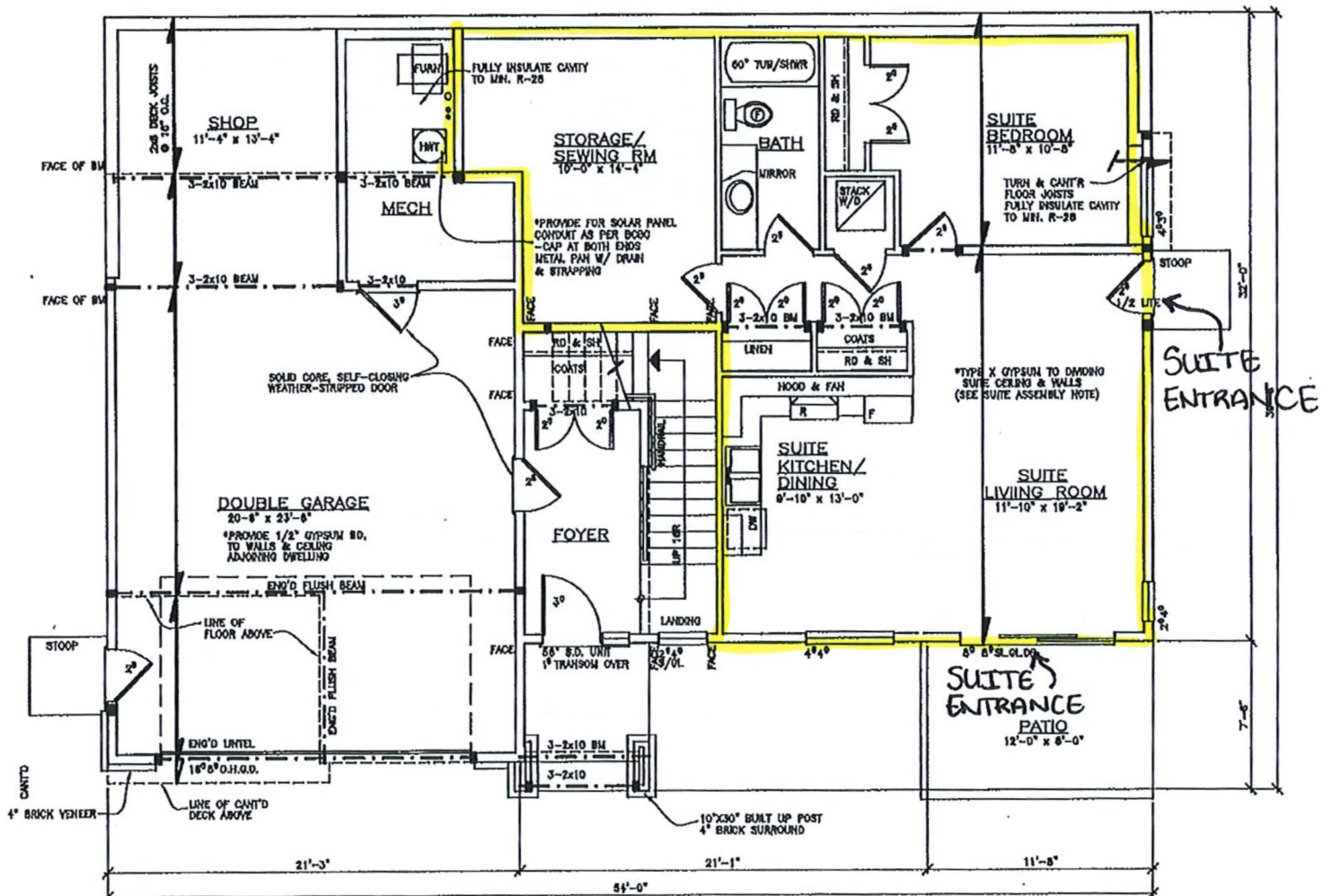
P140

Site Plan
BP#16928B



17TH AVE SE

Basement Suite¹⁴¹ Plan



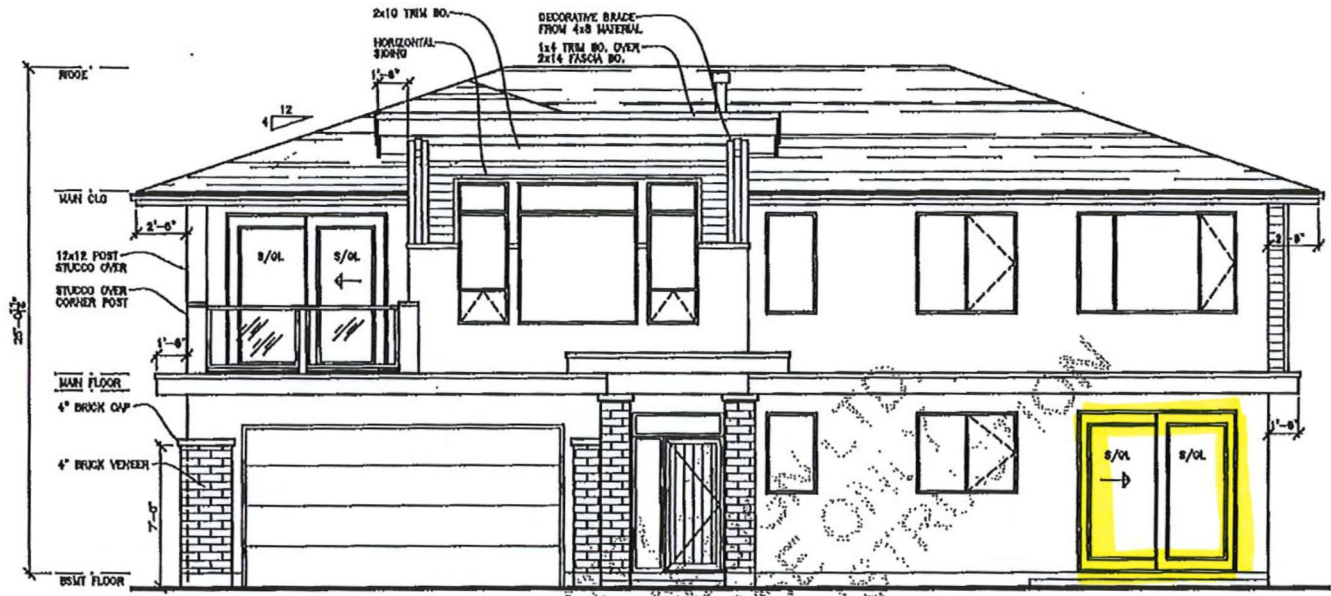
BASEMENT FLOOR PLAN

FINISHED AREA = 175 SQ. FT.
SUITE AREA = 644 SQ. FT. (INCLUDING MECH.)
GARAGE AREA = 776 SQ. FT. (INCLUDING MECH.)
9' 0-3/4" CLG.



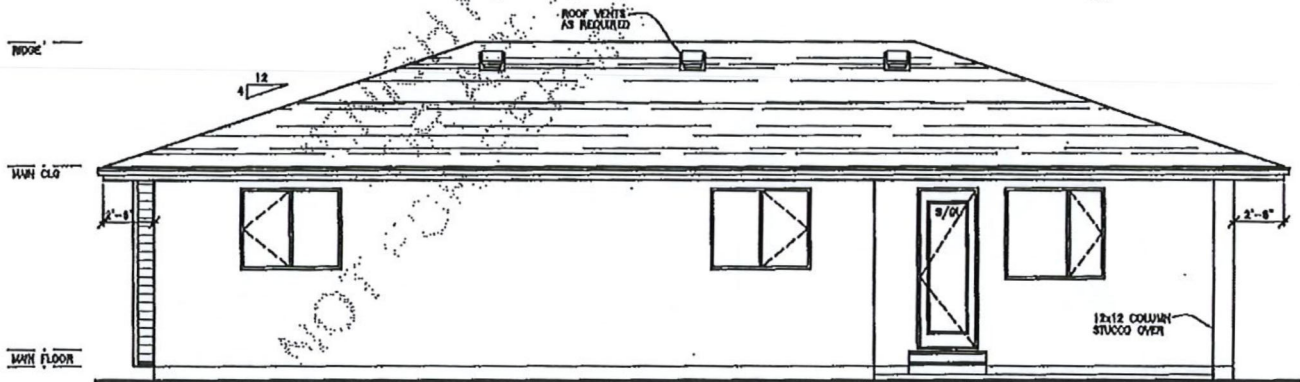
COPYRIGHT
JENISH HOUSE DESIGN LIMITED

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

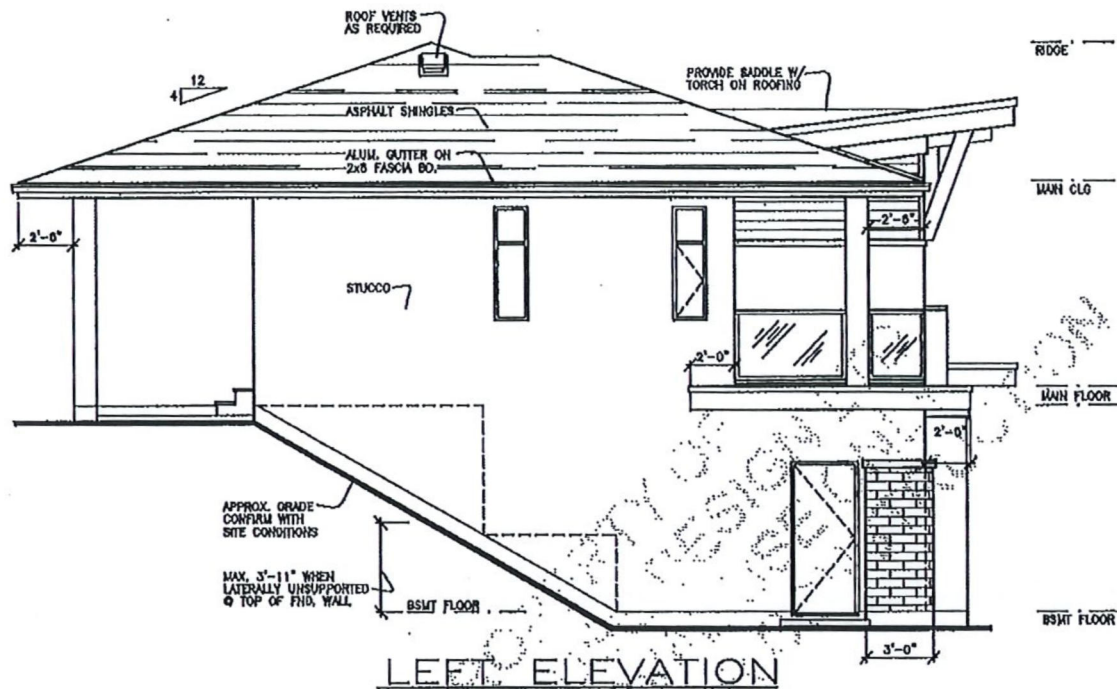


FRONT ELEVATION

SUITE
ENTRANCE



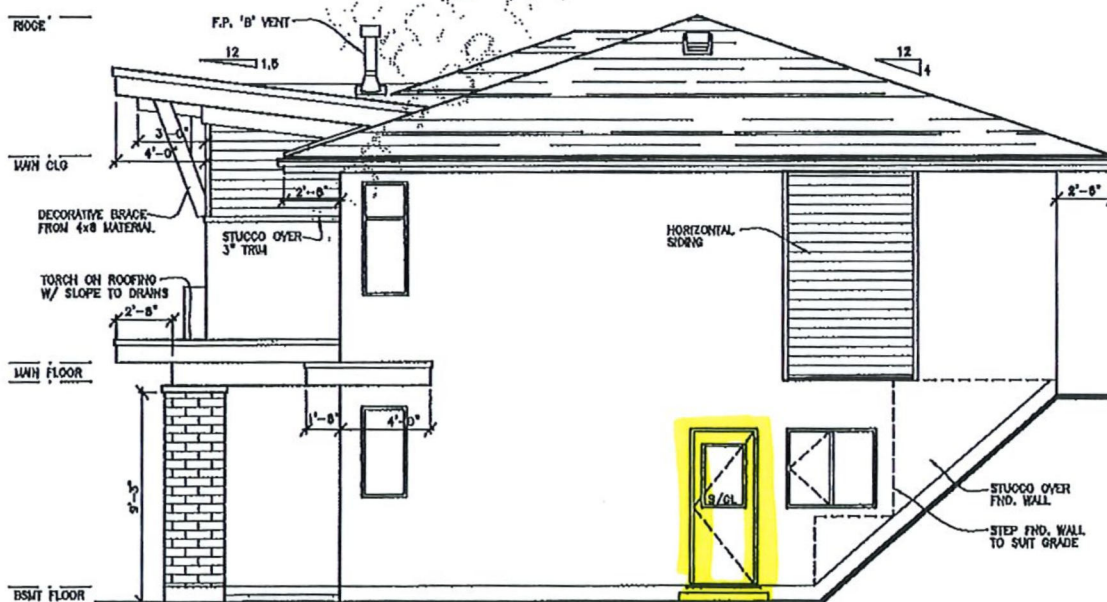
REAR ELEVATION



LEFT ELEVATION

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

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



RIGHT ELEVATION

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

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Item 23.2

CITY OF SALMON ARM

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, November 8, 2021 at 7:00 p.m.**

2) Proposed Amendment to Zoning Bylaw No 2303:

Proposed Rezoning of Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

Civic Address: 1450 13 Avenue SE

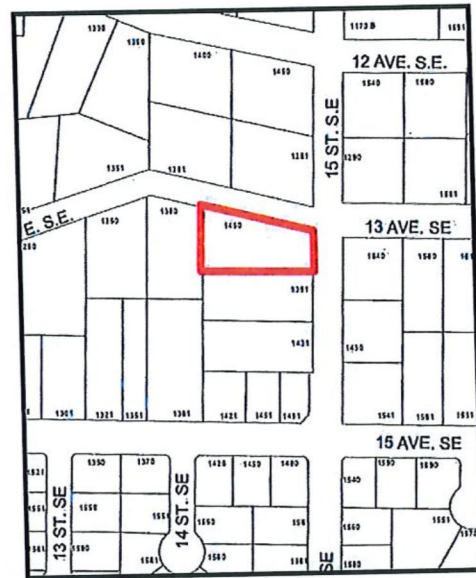
Location: Southwest corner of 13 Avenue SE and 15 Street SE

Present Use: Single Family Dwelling

Proposed Use: Single Family Dwelling with Suite and future Subdivision

Owner/agent: Glass, L.; Tucker, H.; Karras, S.

Reference: ZON-1220 / Bylaw No. 4480



The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> October 12 to November 8, 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.

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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: October 6, 2021

Subject: Zoning Bylaw Amendment Application No. 1220

Legal: Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
Civic: 1450 – 13 Avenue SE
Applicant: Karras, S. & Tucker, H.

STAFF RECOMMENDATION

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 by rezoning Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 from R-7 (Large Lot Single Family Residential Zone) to R-8 (Residential Suite Zone).

PROPOSAL

The subject parcel is located at 1450 – 13 Avenue SE (Appendix 1 and 2), is approximately 0.5 acres (2,000 square metres) in area, and contains an existing single family dwelling. This proposal is to rezone the parcel from R-7 (Large Lot Single Family Residential) to R-8 (Residential Suite) to permit future subdivision, as well as the potential for the construction and use of *secondary suites* on the existing and new proposed parcels. Although at this time, there is no subdivision proposal and no building plans, the existing and proposed parcels could easily meet the conditions for a *secondary suite* or a *detached suite*.

BACKGROUND

The subject parcel is designated Low Density Residential in the City's Official Community Plan (OCP) and zoned R-7 (Large Lot Single Family Residential) in the Zoning Bylaw (Appendix 3 & 4).

The 0.5 acre subject parcel contains an existing single family dwelling. The parcel is located in the Hillcrest neighbourhood, an area largely comprised of R-1, and R-8 zoned parcels containing single family dwellings. There are presently 25 R-8 zoned parcels within the vicinity of the subject parcel.

In terms of a future subdivision scenario, staff note that a minimum parcel area of 700 square metres is required under the R-8 Zone to allow for a *detached suite* on a parcel without a lane or second street frontage (a parcel with a second street frontage would require a minimum parcel area of 465 square metres to allow for a *detached suite*). The minimum parcel area permitted in the R-8 Zone is 450 square metres and would allow for a *secondary suite*.

Site photos are attached as Appendix 5.

Secondary Suites

Policy 8.3.25 of the OCP provides for the consideration of secondary suites in all Residential designated areas via a rezoning application, subject to compliance with the Zoning Bylaw and the BC Building Code. Based on parcel area and width, the subject property as well as the proposed parcels all have potential to easily meet the conditions for the development of a *secondary suite* (or *detached suite*), including sufficient space for an additional off-street parking stall.

COMMENTSEngineering Department

No objections to the proposed rezoning. Future development will require service and works upgrades. Comments attached as Appendix 6.

Building Department

A Building Permit application is required to create a *secondary suite*.

Fire Department

No concerns.

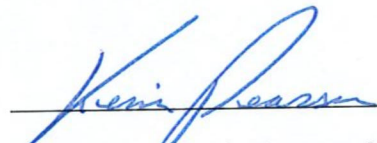
Planning Department

The proposed R-8 zoning of the subject parcel is consistent with the OCP and is therefore supported by staff. The large subject parcel is well suited to R-8 development (and subdivision) with more than sufficient area to meet all R-8 Zone requirements, including the provision of onsite parking.

Any new development will require a building permit and will be subject to applicable Development Cost Charges, as well as meeting Zoning Bylaw and BC Building Code requirements.



Prepared by: Chris Larson, MCIP, RPP
Senior Planner



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

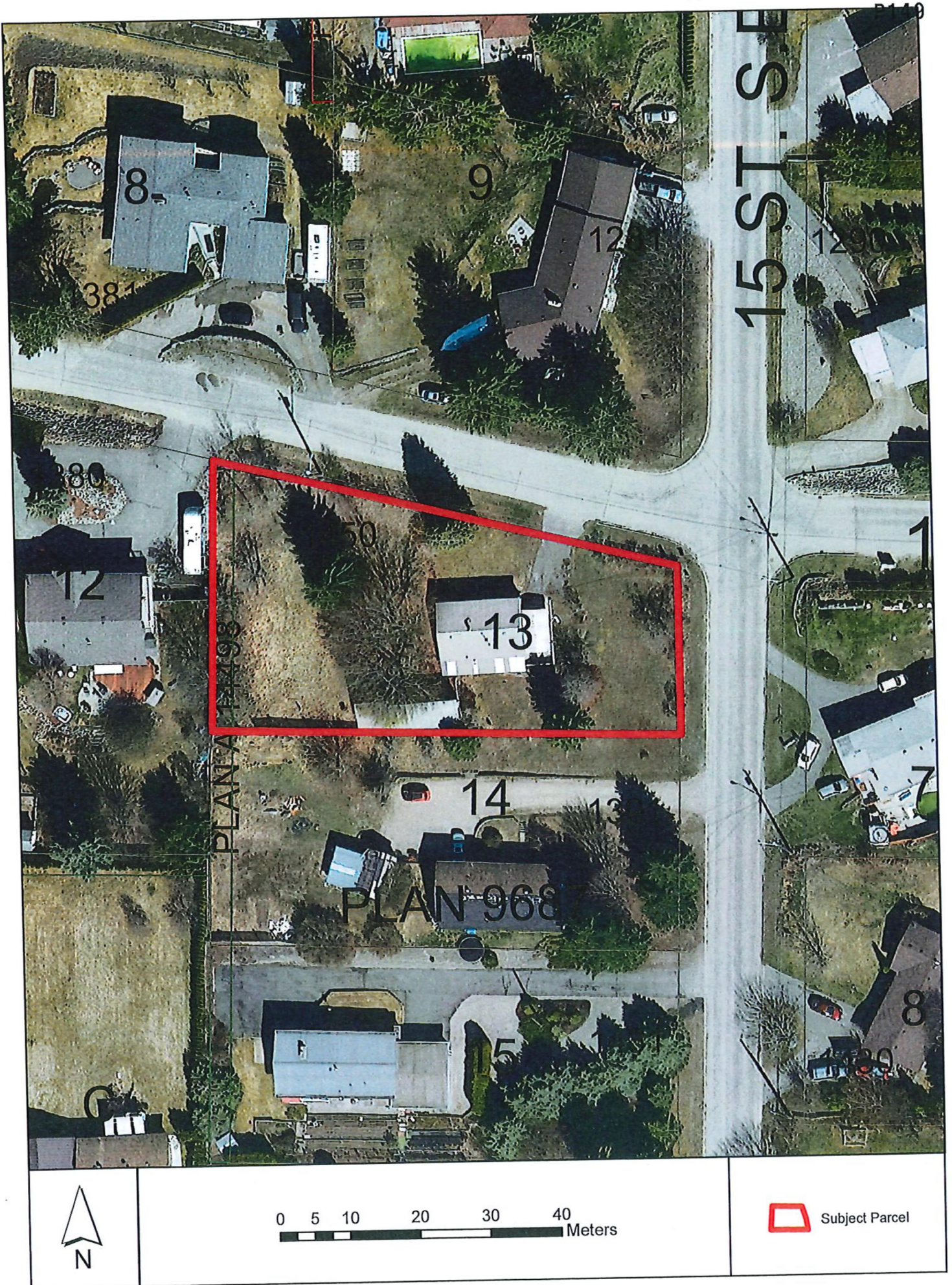
P1.4.0

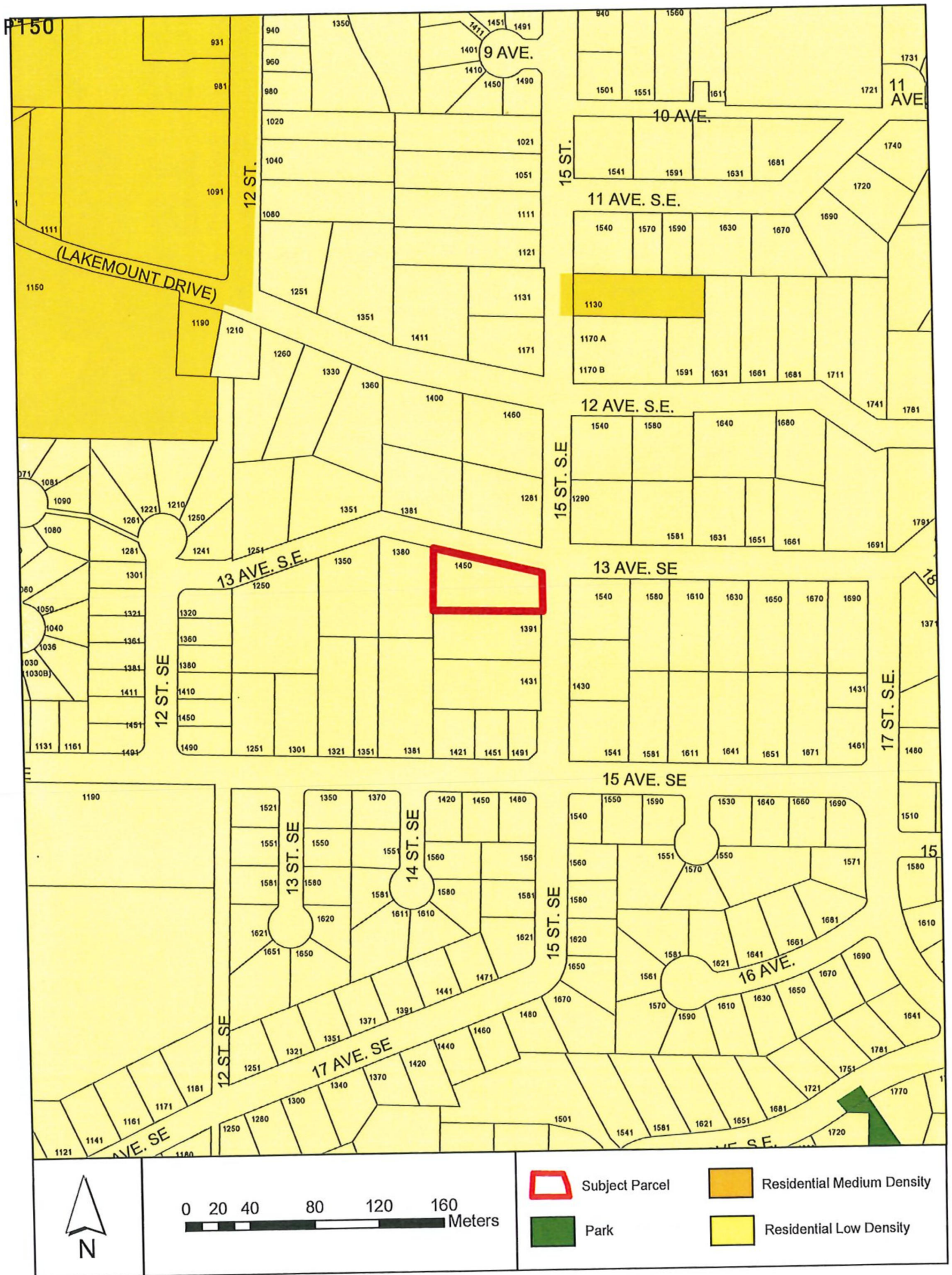


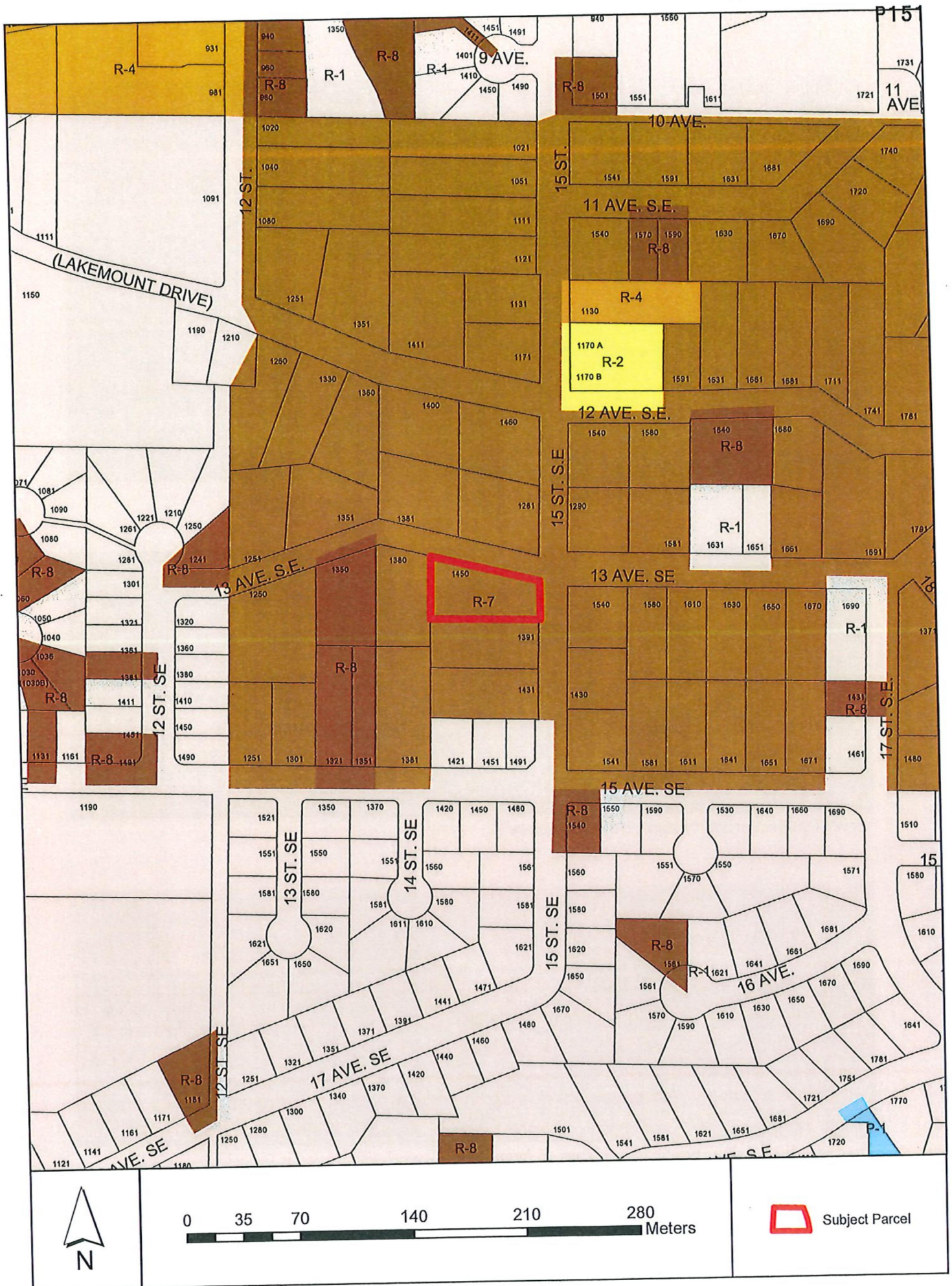
0 35 70 140 210 280 Meters



Subject Parcel

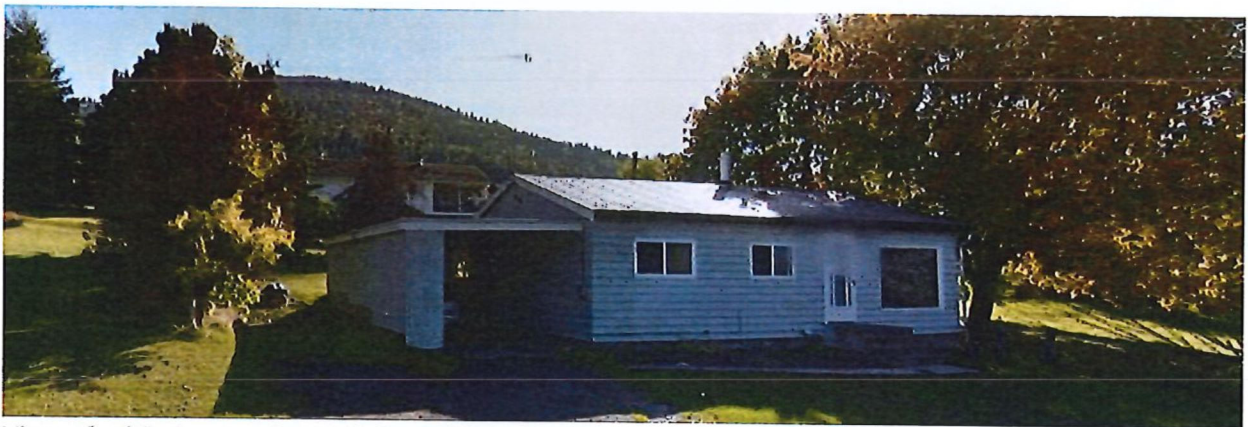








View of subject property southeast from 13 Avenue SE.



View of subject property south from 13 Avenue SE.



View of subject property southwest from 13 Avenue SE.

TO:

DIRECTOR OF DEVELOPMENT SERVICES (Kevin)
PLANNING AND DEVELOPMENT OFFICER (Chris)
PLANNING AND DEVELOPMENT OFFICER (Melinda)
MANAGER OF PERMITS & LICENSING (Maurice)
FIRE DEPARTMENT (Brad)
ENGINEERING & PUBLIC WORKS DEPARTMENT
MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (Via eDAS)
BC HYDRO, via email utilities group
FORTISBC, via email utilities group
TELUS, via email utilities group
SHAW CABLESYSTEMS, via email utilities group

SUBMIT FORM

PRINT

REFERRAL: ZONING AMENDMENT APPLICATION FILE NO. ZON - 1220

DATE: September 2, 2021
OWNER: Karras, S. & Tucker, H.
APPLICANT/AGENT: Owner
LEGAL: Lot 13, S.12, T.20, R.10, W6M, KDYD, Plan 9687
CIVIC: 1450 13 Avenue SE

PROPOSAL:

Amend Zoning from R-7 to R-8 to enable future subdivision with potential development of secondary suites.

OCP Designation: Low Density Residential
OCP Designation Request: N/A
Development Permit Area: N/A
Current Zoning: R7 (Large Lot Single Family Residential)
Proposed Use: R8 (Residential Suite)
ALR: No
Previous Files: N/A
Associated File: N/A

Planner Assigned to File: Chris Larson

Please return your comments to planning@salmonarm.ca at a suitable time, ideally, within 14 days in a separate e-mail returned with this form or on the response form provided.

Thank you.

COMMENTS for ZON - 1220:

-No engineering concerns with rezoning.
-Any future development increasing water demand will require an upgrade of the existing water service to 1", as per the Subdivision and Development Servicing Bylaw. Contact Matt Gienger, Engineering Assistant for more details.
-Subdivision will trigger full works and service upgrades (Engineering comments to follow)

SIGNATURE & DEPARTMENT:



DATE:

Sept 27 2021

*Memorandum from the
Engineering and Public
Works Department*

TO:	Kevin Pearson, Director of Development Services
DATE:	October 5, 2021
PREPARED BY:	Matt Gienger, Engineering Assistant
APPLICANT:	Karras, S. & Tucker H.
OWNER:	Karras, S. & Tucker H.
SUBJECT:	ZONING AMENDMENT APPLICATION FILE NO. ZON-1220
LEGAL:	Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687
CIVIC:	1450 13 Avenue SE

Further to your referral dated September 2, 2021, we provide the following servicing information. **The following comments and servicing requirements are not conditions for Rezoning; however, these comments are provided as a courtesy in advance of any subdivision or development proceeding to the next stages:**

Engineering Department does not have any concerns related to the Re-zoning and recommends that they be approved.

General:

1. Full municipal services are required as noted herein. Owner / Developer to comply fully with the requirements of the Subdivision and Development Services Bylaw No 4163. Notwithstanding the comments contained in this referral, it is the applicant's responsibility to ensure these standards are met.
2. Comments provided below reflect the best available information. Detailed engineering data, or other information not available at this time, may change the contents of these comments.
3. Properties shall have all necessary public infrastructure installed to ensure properties can be serviced with underground electrical and telecommunication wiring upon development.
4. Property under the control and jurisdiction of the municipality shall be reinstated to City satisfaction.
5. Owner / Developer will be responsible for all costs incurred by the City of Salmon Arm during construction and inspections. This amount may be required prior to construction. Contact City Engineering Department for further clarification.
6. Erosion and Sediment Control measures will be required prior to the commencement of construction. ESC plans to be approved by the City of Salmon Arm.
7. Any existing services (water, sewer, hydro, telus, gas, etc) traversing the proposed lot must be protected by easement and relocated outside of the proposed building envelope. Owner/Developer will be required to prove the location of these services. Owner / Developer is responsible for all associated costs.
8. At the time of subdivision the applicant will be required to submit for City review and approval a detailed site servicing / lot grading plan for all on-site (private) work. This plan will show such items as underground utility locations, pipe sizes, pipe elevations, pipe grades, catchbasin(s), control/containment of surface water, contours (as required), lot/corner elevations, impact on adjacent properties, etc.

October 5, 2021

Page 2

9. For the on-site development, prior to commencement, the applicant will be required to submit to the City for review and approval detailed engineering plans in accordance with the requirements of the Subdivision and Development Servicing bylaw 4163. These plans must be prepared by a qualified professional engineer. As a condition of final subdivision approval, the applicant will be required to deposit with the City for a period of 1 year, funds equaling 10% of the estimated cost for all works that are to be transferred to the City.
10. For the off-site improvements at the time of subdivision the applicant will be required to submit for City review and approval detailed engineered plans for all off-site construction work. These plans must be prepared by a qualified engineer. As a condition of subdivision / development approval, the applicant will be required to deposit with the City funds equaling 125% of the estimated cost for all off-site construction work.
11. The responsibilities and requirements within this memo assume that the subject parcel is equal to or larger than 1800m² after road dedication and subdivision is not exempt from full works and services, as per SDSB 4163 Exemption 5.4. If it is found that the parcel does qualify for this exemption, proof of these findings will be required from a BCLS and the requirements of this memo will be amended accordingly.

Roads / Access:

1. 15 Street SE, on the subject property's eastern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that approximately 2.33m of additional road dedication is required (to be confirmed by a BCLS).
2. 15 Street SE is currently constructed to a Local Road standard in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, street lighting. Owner / Developer is responsible for all associated costs.
3. 13 Avenue SE, on the subject property's northern boundary, is designated as an Urban Local Road standard, requiring 20.0m road dedication (10.0m on either side of road centerline). Available records indicate that approximately 2.38m of additional road dedication is required (to be confirmed by a BCLS).
4. 13 Avenue SE is currently constructed to an Interim Local Road standard. Upgrading to an Urban Local Road standard is required, in accordance with Specification Drawing No. RD-2. Upgrading may include, but is not limited to, road widening and construction, curb & gutter, sidewalk, boulevard construction, street lighting, street drainage and underground hydro and telecommunications. Owner / Developer is responsible for all associated costs.
5. Owner / Developer is responsible for ensuring all boulevards and driveways are graded at 2.0% towards the existing roadway.
6. A 3.0m by 3.0m corner cut is required to be dedicated at the intersection of 15 Street SE and 13 Avenue SE.
7. Only one (1) driveway access per parcel will be permitted onto either 13 Avenue or 15 Street SE. All letdowns to be a maximum of 8.0m wide or 50% of parcel frontage, whichever is less. All unused driveways shall be removed. Owner / Developer responsible for all associated costs.

October 5, 2021

Page 3

-
8. As per Greenway Strategy and Official Community Plan, there are no additional pathways planned for 13 Avenue SE or 15 Street SE.

Water:

1. The subject property fronts a 250mm diameter Zone 4 watermain on 13 Avenue SE. No upgrades will be required at this time.
2. The subject property fronts a 150mm diameter Zone 5 watermain on 15 Street SE. No upgrades will be required at this time.
3. Records indicate that the existing property is serviced by an undersized water service from the 250mm diameter watermain on 13 Avenue SE. Due to the size and age of the existing service, upgrading to a new metered service (minimum 25mm) will be required. All existing inadequate / unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.
4. The proposed parcels are each to be serviced by a single metered water service connection (as per Specification Drawing No. W-10), adequately sized to satisfy the proposed use (minimum 25mm). Owner / Developer is responsible for all associated costs. Water meter will be supplied by the City at the time of building permit, at the building permit applicant / owner's cost.
5. The subject property is in an area with sufficient fire flows and pressures according to the 2011 Water Study (OD&K 2012).
6. Fire protection requirements to be confirmed with the Building Department and Fire Department.
7. Existing fire hydrant at the intersection of 13 Avenue and 15 Avenue SE provides adequate coverage for the low density residential zoning (150m spacing).

Sanitary:

1. The subject property fronts a 200mm diameter sanitary sewer on 15 Street SE. No upgrades will be required at this time.
2. The subject property fronts a 150mm diameter sanitary sewer within the ROW on the western extent of the property. Upgrading this sanitary sewer to 200mm diameter within the ROW is required. A 100% cash in lieu payment towards future upgrading will be required. Owner / Developer is responsible for all associated costs.
3. The subject property does not front a sanitary main on 13 Ave SE. As all adjacent lots are serviced from other locations, and future development is not anticipated to require a sani main on 13 Avenue SE; therefore, no upgrades will be required at this time.
4. The remainder and proposed parcel(s) are each to be serviced by a single sanitary service connection adequately sized (minimum 100mm diameter) to satisfy the servicing requirements of the development. Owner / Developer is responsible for all associated costs.

ZONING AMENDMENT APPLICATION FILE NO. ZON 1220

October 5, 2021

Page 4

5. The subject property is in an area with no current sanitary capacity concerns according to the City Sanitary Study (Urban Systems 2016).
6. Records indicate that the existing property is serviced by an unknown size service from the sanitary sewer within ROW on western extent of property. All existing inadequate/unused services must be abandoned at the main. Owner / Developer is responsible for all associated costs.

Drainage:

1. The subject property fronts a 250mm diameter storm sewer on 15 Street SE. No upgrades will be required at this time. Because of the elevation of this main above the proposed parcel, connection is not anticipated to be possible and/or feasible, subject to the findings of the ISMP.
2. An Integrated Stormwater Management Plan (ISMP) conforming to the requirements of the Subdivision and Development Servicing Bylaw No. 4163, Schedule B, Part 1, Section 7 shall be provided.
3. The subject property does not front on an enclosed storm sewer system on 13 Avenue SE. Because of known drainage issues in the area, construction and connection of storm main on 13 Avenue SE is planned, and cash-in-lieu will be required for the future installation of a 250mm storm main within the property's frontage. Owner / Developer is responsible for all associated costs.
4. Because of the lack of Storm nearby storm infrastructure that the development could reasonably connect to, site drainage is expected to be by a Ground Discharge system with covenants on titles, subject to Geotech report and Engineer's ISMP. Drainage issues related to building construction to be addressed at time of Building Permit application and to meet requirements of the Building Inspector.
5. Records indicate that the existing property is not serviced by City storm infrastructure.

Geotechnical:

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



Matt Gienger
Engineering Assistant



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

Rezoning of 1450-13 Ave. SE

I am at 1431-15 St. SE.

Hey I couldn't get my computer
to accept cityhall@salmon.wa.ca

I agree with this rezoning application.

It is on a busy road anyway with
easy access.

If this would happen, those huge wild
cherry trees and maples would come
down. They block my view.

Thank you

JUNE SEE

June E See



Item 23.3

CITY OF SALMON ARM

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Council of the City of Salmon Arm will hold a Public Hearing virtually and in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia, on Monday, November 8, 2021 at 7:00 p.m.

3) Proposed Amendment to Zoning Bylaw No 2303:

1) Section 2 – Definitions

Add the following definition:

DORMITORY means a *building* or portion thereof in which *sleeping units* are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained *dwelling units*.

2) Section 27 – P-3 – Institutional Zone

Add the following land use to Section 27.3 – Permitted Uses

.5 *dormitory*

Applicant: City of Salmon Arm – Development Services Department

Reference: ZON-1218/ Bylaw No. 4481

The staff report for the proposal is available for viewing on the City of Salmon Arm website at <https://www.salmonarm.ca/431/Public-Hearing-Notices> October 12 to November 8, 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.

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

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

Vote Record

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

Opposed:

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



To: His Worship Mayor Harrison and Members of Council

Date: October 13, 2021

Subject: Zoning Bylaw Amendment Application No. 1218
Addition of Dormitory Use to the P3 Zone

Applicant: City of Salmon Arm

STAFF RECOMMENDATION

THAT: A Bylaw be prepared for Council's consideration, adoption of which would amend Zoning Bylaw No. 2303 as follows:

1) Section 2 – Definitions

Add the following definition:

***DORMITORY** means a building or portion thereof in which sleeping units are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained dwelling units.*

2) Section 27 – P-3 – Institutional Zone

Add a subsection to section 27.3 – Permitted Uses – and renumber the balance accordingly;

.5 dormitory

AND THAT: Final reading be withheld subject to approval of the Bylaw by the Ministry of Transportation and Infrastructure.

PROPOSAL

To amend the Zoning Bylaw to include *dormitory* as a permitted use in the P3 (Institutional Zone) in order to facilitate construction of student housing at Okanagan College (OC presentation attached as Appendix 1). The Development Services Department is initiating this Zoning Bylaw amendment on behalf of OC but also as a benefit to the community as a whole.

BACKGROUND

Earlier this year, the provincial government announced funding to create a total of 376 new student housing units for BC's Southern Interior. Of these units, 60 beds are proposed for Salmon Arm's OC campus where there is currently no designated student housing. Construction of the building is expected to begin next summer and completed in the winter of 2024.

On June 24, 2021 City staff met with representatives of OC and their construction team, Faction Projects Inc. The idea was introduced similar to the materials in Appendix 1. At that meeting, staff verified that no Development Permit is required as institutional developments are technically exempt pursuant to the *Local Government Act*.

The current P3 zoning regulations are to be adhered to in terms of setbacks, site coverage, maximum building height, parking etc. Inclusion of the new use *dormitory* into the P-3 zone is needed, and that is the purpose of the proposed amendment. And further, as a way to assist this proposal, staff offered to initiate this amendment without an application from OC.

OC and Faction Projects Inc. committed to consult with City Council and adjacent neighbourhood (i.e. within the City's 30 m notification radius) on their development plans at various steps. Because of the design-build nature of the development proposal, detailed drawings cannot be produced at this time.

Salmon Arm's OC campus is located at 2552 10 Avenue NE (Appendices 2 and 3). This property is designated "Institutional" in the City's Official Community Plan (OCP) and zoned Institutional (P3) in the Zoning Bylaw (Appendices 4 and 5). P3 regulations attached as Appendix 6.

OC is located in an area with a variety of community amenities including Shuswap Transit, SASCU Recreation Centre, Salmon Arm Curling Club, Shuswap Outpatient Laboratory, as well as a variety of commercial uses. Land uses directly adjacent to the subject properties include the following:

North:	SASCU Recreation Centre, Salmon Arm Curling Club, and various highway commercial uses	Zoned P1, C3, and C6
South:	Single family residential	Zoned R1 and CD7
East:	Riparian area, 28 Street NE, medium density and single family residential	Zoned P1, R4, and R1
West:	Turner Creek and Trail, 24 Street NE, medium density and single family residential	Zoned P1, R4, and R1

ANALYSIS

The Zoning Bylaw does not include a use that encompasses dormitory-style housing for institutional uses. The P3 zone permits *education/training facilities*; however, this definition applies specifically to rooms and lecture halls used solely for educational and training purposes. This means on-campus student housing, boarding schools, or staff housing for most institutional uses are not in the P3 zone.

Housing affordability and a lack of available rental housing are challenges affecting communities throughout the Province and Salmon Arm is no exception. This trend is creating obvious challenges to those looking to move to the city for post-secondary education at OC, and possibly on the College's enrollment.

The amendment would provide an alternative type of housing not only for OC, but also for other institutional developments in the City (Shuswap Lake General Hospital and other education facilities, for example) which may one day have a need for similar housing.

In terms of the OC Salmon Arm campus, the site selected for the dormitory was carefully chosen to be as far away as possible from neighbouring residential developments. Surmountable challenges related to parking, trail and pedestrian connectivity and transit are alluded to further on in this report.

Definition

Looking to other BC municipalities, most include *dormitory* use under their definition of education facility or as an accessory use to an education facility. Allowing such as a principle use will create greater flexibility, allow for a greater building height (12 m maximum instead of 6 m), and provide for a higher density development.

OCP Policies

Policy 15.3.11 shows general support for expansion and relocation of all or part of OC campus. More broadly, the OCP encourages working with regional partners to tackle social issues including affordable and accessible housing (Policy 15.3.22.g).

Community Housing Strategy

The proposal and initiative aligns positively with recommendations of the City's Community Housing Strategy.

Development Permit

Staff note that a development permit is not required for institutional uses. Since this application is not a rezoning for this specific property, but rather a text amendment to allow for *dormitory* use on all P3 zoned properties, detailed design drawings of this proposal are not required.

Riparian Areas Protection Regulation

There are several ponds and watercourses within and near the subject property. The closest pond on the adjacent lot to the east would be setback > 30 m from the footprint of the proposed building site. Furthermore, institutional developments are not typically subject to RAPR.

Parking

Dormitory use already has a very forgiving parking requirement established in our Zoning Bylaw of 1 space per 5 beds. OC believes the existing parking requirement for *dormitory* use is sufficient.

There are approximately 112 parking stalls on the OC property of which 25 stalls would be lost to the proposed building site. The college has an agreement with the City dating back to 1993 wherein OC is permitted to use 40 stalls on the neighbouring Recreation Centre property. This agreement expires in 2035.

The first two rows of parking on the Recreation Centre lot amount to just over 40 stalls; meaning a net stall count of 127. A total of 32 stalls are required for the OC's floor area and the 60 bed Dormitory. The deficiency of 5 stalls can be added to the existing parking lots within the OC site.

Transit

The OC site and Recreation Centre have 7 transit stops within and around the perimeter streets for the No. 2 College / Hillcrest route (see Appendix 7). One transit stop at the entrance to the college building would be lost due to the proposed building site, as that loop would likely need to be closed. BC Transit, OC and City staff will examine this matter when the site and construction plans are ready.

Trail and Access

The Turner Creek Trail traverses the OC property informally as shown on the map in Appendix 7; that is without any registered easement or right of way. The College has allowed this pedestrian and cycle passage. As well, there is no formal access easement between the OC property and the City's Recreation Centre property. Ideally, statutory rights of ways for both pedestrian and vehicular access should be negotiated and executed at the construction stage.

Servicing and DCCs

OC has been made aware of the basic servicing requirements that would be triggered at the time of Building Permit. It has agreed to widen the statutory right of way for drainage from 3.0 m to 6.0 m. Some frontage improvements are required. As for development cost charges, the plan is to have units less than 29 m², which would exempt each of those units from DCC payment pursuant to the *Local Government Act*.

CONCLUSION

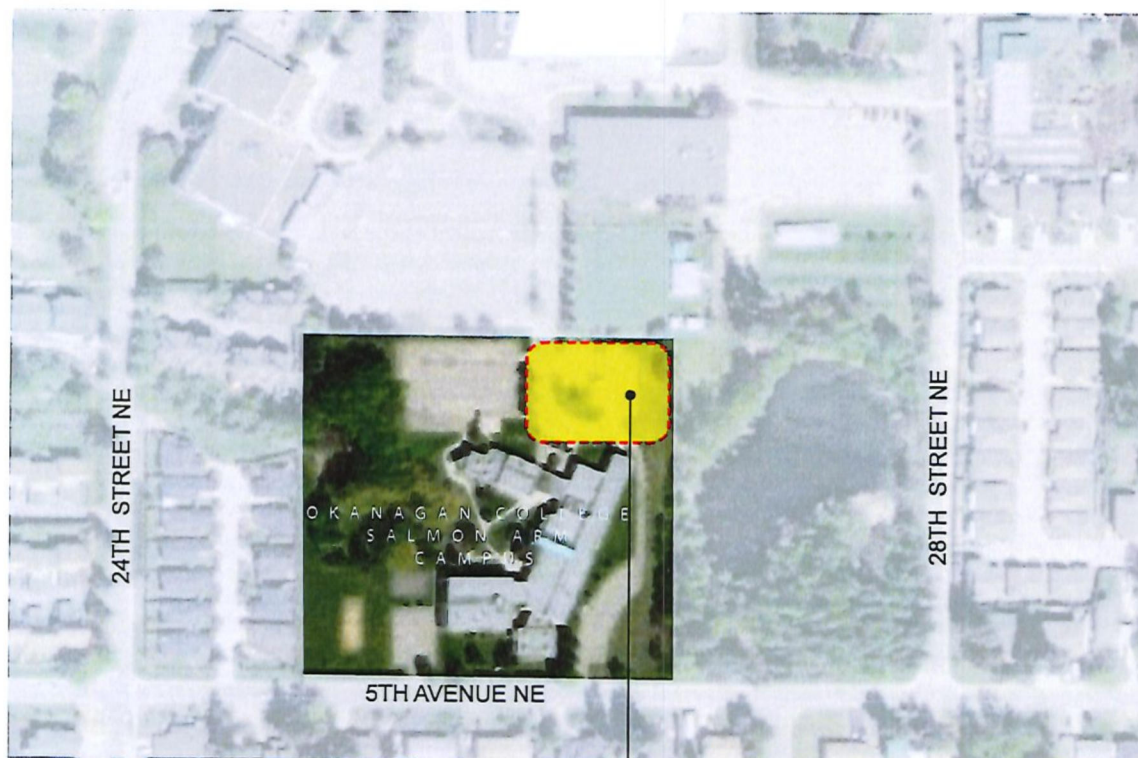
Adding *dormitory* as a permitted use under the P3 zone will certainly benefit OC and has the potential to benefit other institutional developments. Staff are in support of this Zoning Bylaw amendment as a mechanism to encourage more affordable and diverse housing options in Salmon Arm. The proposed siting of the OC *dormitory* would appear to be the best fit in context of the adjacent residential developments.



Kevin Pearson, MCIP, RPP
Director of Development Services



SALMON ARM CAMPUS STUDENT HOUSING



PROPOSED PROJECT LOCATION

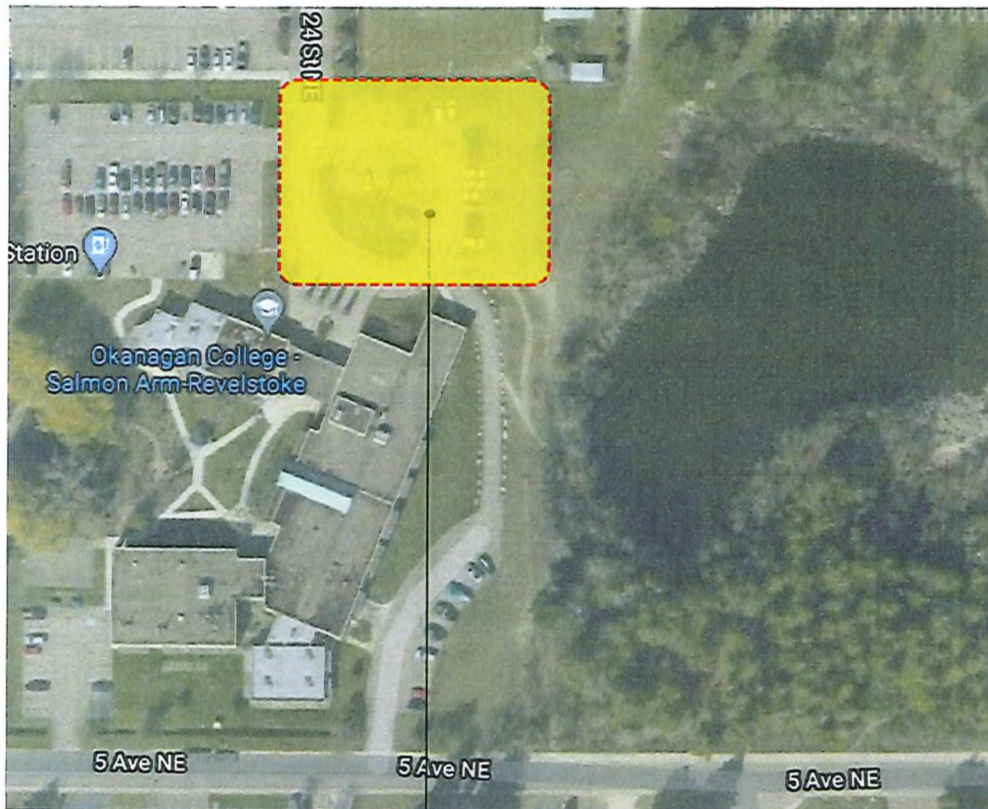
CONTEXT

On March 5th, 2021, the Provincial Government announced an important student housing initiative that will see 376 more beds added to the Okanagan College student housing stock, 60 of these beds will be located at the 2552 10th Avenue NE Salmon Arm Campus.

This announcement is the culmination of three years of project and proposal development and drew the support of many community organizations and individuals. It is the largest single capital commitment from the province that Okanagan College has received since 2005.

The goal of the project is to help address housing issues in the region, support Okanagan College's goal of reducing its carbon footprint, increase access to post-secondary education and contribute to economic development in the local community.

Project Summary and Milestones



PROPOSED PROJECT LOCATION

PROJECT SUMMARY

- 60 Beds + Amenity & Support Spaces
- 4 Storey
- Access Road & Surface Parking
- Mass Timber Construction
- BC Energy Step Code Level 4
- Design-Build (DB) Project Delivery

PROJECT MILESTONES

- DB RFQ: Fall 2021
- DB RFP: Winter 2021 / 2022
- DB Design Completion: Spring 2022
- Construction: Summer 2022 to Winter 2023 / 2024
- Occupancy Winter 2024

Community Engagement & Indigenization Principles

COMMUNITY ENGAGEMENT

- 2019 AEST Student Housing Survey
- Municipal Engagement (Salmon Arm Economic Development, City of Salmon Arm & Columbia Shuswap Regional District)
- Municipal Staff Consultation
- Neighbourhood Updates
- Indigenous Student Survey

INDIGENIZATION PRINCIPLES

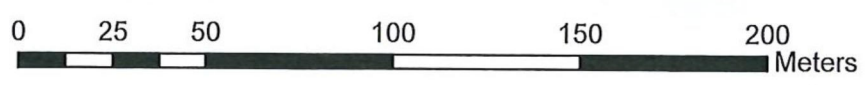
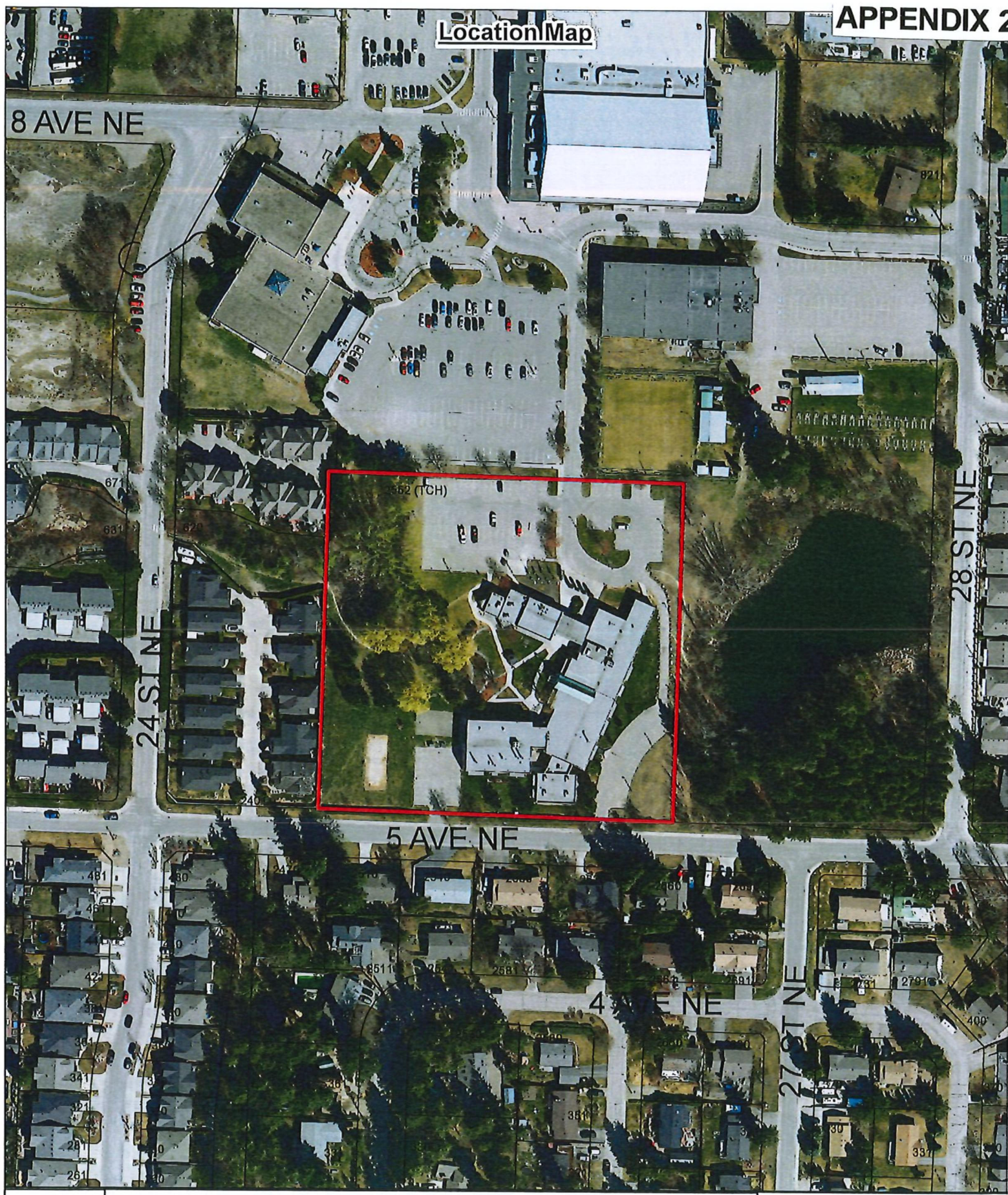
- Seek to interweave Indigenous knowledge, culture, art and awareness.
- Create an inclusive and welcoming living and learning environment.
- Support all students in completing their educational journeys.



- **Zone:** P3 - Institutional
- **Purpose:** To provide a zone for uses which are charitable, correctional, educational, governmental, philanthropic or religious in nature
- **Primary Use:** Educational Facility
- **Secondary Use:** Accessory Use
- **Maximum Height:** 12.0m

- **Municipal Staff** driven **Text Amendment** to allow **Dormitories as Primary Use**
- **Parking Rationale**
- **Form and Character**
- **Development Permit** not required

Location Map

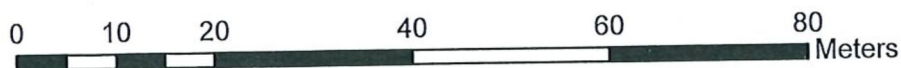


- Subject Property
- Parcels

Subject Property

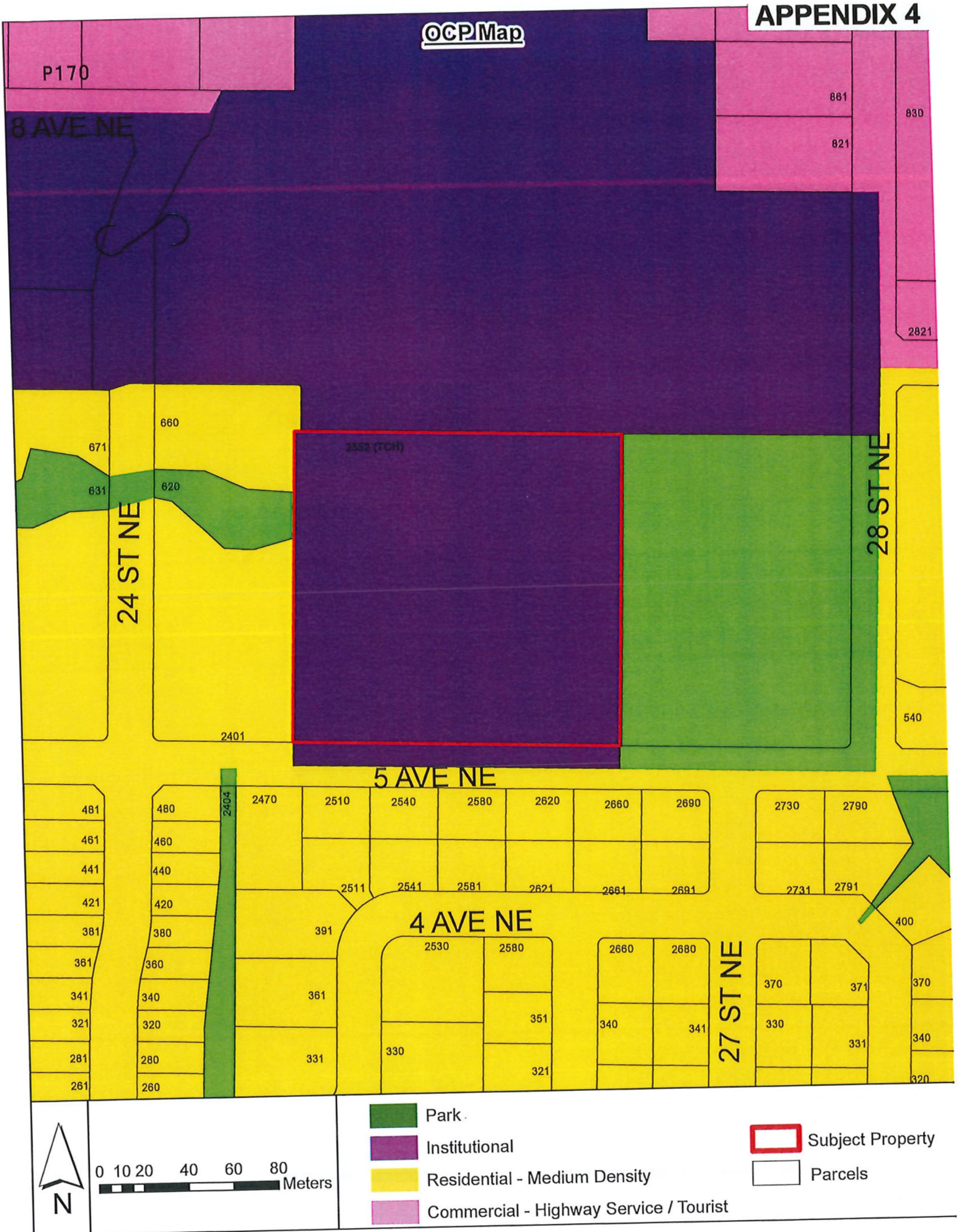
2552 (TCH)

5 AVE NE



-  Subject Property
-  Parcels

OCP Map



Park



Institutional



Residential - Medium Density



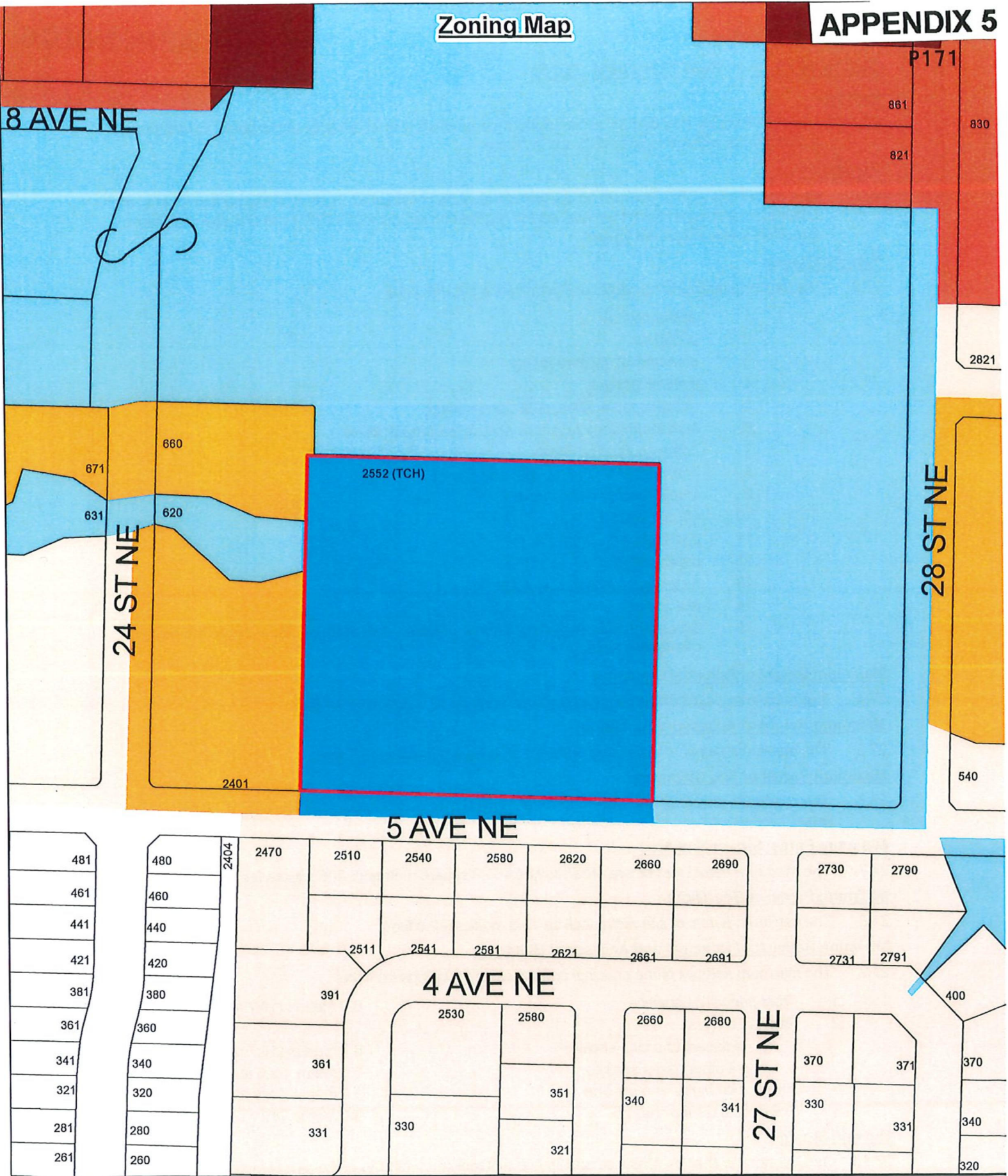
Commercial - Highway Service / Tourist



Subject Property



Parcels



0 10 20 40 60 80 Meters

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

P172 SECTION 27 - P-3 - INSTITUTIONAL ZONE

Purpose

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

Regulations

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

Permitted Uses

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

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

Maximum Height of Principal Buildings

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

Maximum Height of Accessory Buildings

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

Maximum Parcel or Site Coverage

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

Minimum Parcel Size or Site Area

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

Minimum Parcel or Site Width

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

Minimum Setback of Principal and Accessory Buildings

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

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

Outside Storage

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

Parking and Loading

27.11 Parking and loading shall be required as per Appendix I



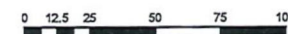
Legend

- Subject Property
- Dormitory Location
- Parking Areas

Trail

Transit Stops

- ★ Metal Bench
- ★ No Bench
- ★ Transit Shelter
(Locations close to college
circled in green)



Ortho Photo Date: 2

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Item 24.1

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4477 be read a third and final time.

[ZON1221; Gelineau, K. & P./Houghland, M./Padgham, J.; 1120 17 Avenue SE; R-1 to R-8]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4477

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on November 8, 2021, at the hour of 7:00 p.m. was published in the October 27 and November 4, 2021 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 27, Section 12, Township 20, Range 10, W6M, KDYD, Plan EPP83069 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. 4477"

READ A FIRST TIME THIS 25 DAY OF October 2021

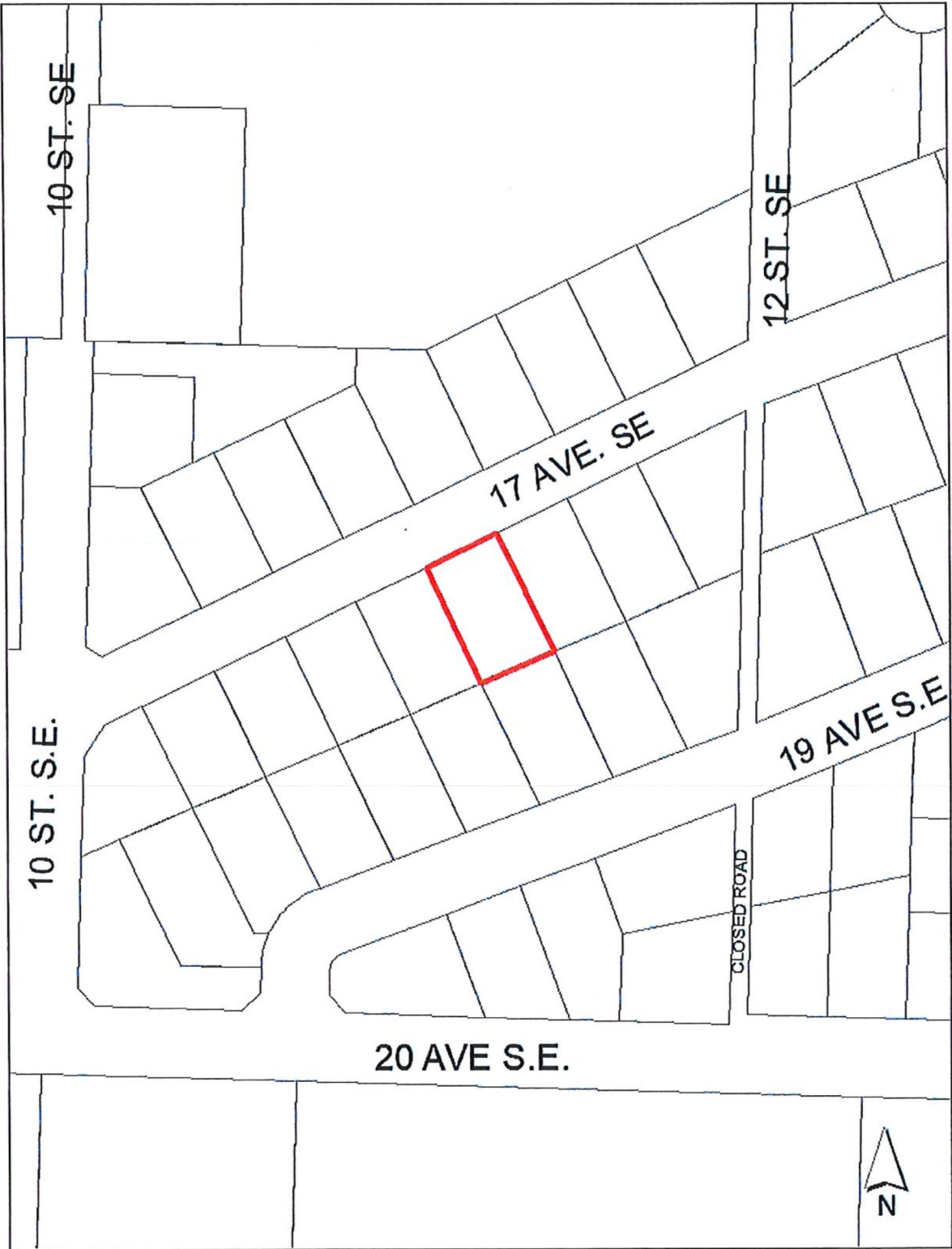
READ A SECOND TIME THIS 25 DAY OF October 2021

READ A THIRD TIME THIS DAY OF 2021

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER



Item 24.2

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4480 be read a third and final time.

[ZON1220; Karras, S./Tucker, H.; 1450 13 Avenue SE; 1450 13 Avenue SE; R-7 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. 4480

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on November 8, 2021 at the hour of 7:00 p.m. was published in the October 27 and November 3, 2021 issues of the Salmon Arm Observer;

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

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

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

Rezone Lot 13, Section 12, Township 20, Range 10, W6M, KDYD, Plan 9687 from R-7 (Large Lot 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. 4480"

READ A FIRST TIME THIS 25 DAY OF October 2021

READ A SECOND TIME THIS 25 DAY OF October 2021

READ A THIRD TIME THIS DAY OF 2021

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER



Item 24.3

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor

Seconded: Councillor

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4481 be read a third time.

[ZON1218; City of Salmon Arm; Text Amendment]

Vote Record

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

Opposed:

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

CITY OF SALMON ARM

BYLAW NO. 4481

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

WHEREAS notice of a Public Hearing to be held by the Council of the City of Salmon Arm in the Council Chambers at City Hall, 500 – 2 Avenue NE, Salmon Arm, British Columbia and by electronic means, on November 8, 2021 at the hour of 7:00 p.m. was published in the October 27 and November 3, 2021 issues of the Salmon Arm Observer;

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

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

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

- 1) Section 2 – Definitions

Add the following definition:

DORMITORY means a *building* or portion thereof in which *sleeping units* are provided and/or rented for occupancy by students and/or staff members affiliated with a college, university, school, religious order, hospital or similar institution. A dormitory may contain communal dining facilities and self-contained *dwelling units*.

- 2) Section 27 – P-3 – Institutional Zone

Add the following land use to Section 27.3 – Permitted Uses

.5 *dormitory*

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. 4481"

READ A FIRST TIME THIS 25 DAY OF October 2021

READ A SECOND TIME THIS 25 DAY OF October 2021

READ A THIRD TIME THIS DAY OF 2021

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

For Minister of Transportation & Infrastructure

ADOPTED BY COUNCIL THIS DAY OF 2021

MAYOR

CORPORATE OFFICER

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Item 26.

CITY OF SALMON ARM

Date: November 8, 2021

Moved: Councillor Flynn

Seconded: Councillor Lindgren

THAT: the Regular Council Meeting of November 8, 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 – NOVEMBER 1, 2021

1.	Building Department – Building Statistics – October 2021	N
2.	Building Department – Building Permits – Yearly Statistics	N
3.	G. Taylor – email dated October 22, 201 – Sidewalk to Canoe Beach	A
4.	V. Morris – email dated October 28, 2021 – Library Vission	A
5.	M. Gendron – email dated November 1, 2021 – Smoke, Climate Change, Health	A
6.	N. Moore – letter dated November 3, 2021 – Handicap Parking Stall	A
7.	B. White – email November 4, 2021 – McGuire Lake in the Winter	A
8.	L. Painchaud, President, Salmon Arm branch, Okanagan Historical Society – letter dated October 29, 2021 – 31 Hudson Avenue NE	A
9.	D. Mangold, Manager, Churches of Salmon Arm Used Good Society – letter dated October 28, 2021 – Grant funding	A
10.	J. Broadwell, Manager, Downtown Salmon Arm – letter dated November 2, 2021 – Downtown Holiday Market – Hudson Street Closure December 4, 2021	A
11.	Governance Advisory Committee, Shuswap North Okanagan Rail Trail Corridor – Minutes of July 16, 2021	N
12.	J. Bascu, Adjunct Assistant Professor, School of Nursing, Thompson Rivers University – email dated October 27, 2021 – Regional Centre to support Health Aging	A
13.	S. Kozuki, Executive Director, Forest Enhancement Society of BC – letter dated October 26, 2021 – BC Forestry Workers are Climate Change Heroes	N
14.	C. Heavener, Assistant Deputy Minister and Provincial Director of Child Welfare and R. Bacy, Provincial Director of Adoption – email – Adoption Awareness Month	N
15.	E. Vidal, Director of Resource Management, Thompson-Okanagan Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – letter dated October 27, 2021 – <i>Emergency</i> Motor Vehicle Closures	N
16.	D. Eby, Attorney General and Minister Responsible for Housing – letter dated October 26, 2021 – UBCM delegation	N

N = No Action Required
A = Action Requested

S = Staff has Responded
R = Response Required

CITY OF SALMON ARM BUILDING DEPARTMENT REPORT OCTOBER 2021

LAST YEAR (2020)
CURRENT MONTH YEAR-TO-DATE

CURRENT YEAR (2021)
CURRENT MONTH YEAR-TO-DATE

		NO.	VALUE	NO.	VALUE	NO.	VALUE	NO.	VALUE
1	New Single Family Dwellings	9	2,585,000	48	16,428,785	5	1,905,000	52	19,381,800
2	Misc. Additions etc. to SFD's	16	638,532	95	4,903,351	9	942,200	87	4,703,796
3	New Single Family Dwellings with suites	3	1,350,000	12	4,815,000	2	757,000	15	6,592,000
4	New Secondary/Detached Suites	3	285,000	14	711,200	3	669,000	18	3,324,000
5	New Modulars/MH's (Factory Built)	2	255,000	16	2,931,633	-	-	10	1,737,379
6	Misc. Additions etc. to Modulars/MH's	3	28,700	18	377,815	-	-	6	90,192
7	MFD's (# Units)	-	-	2 (41)	6,750,000	-	-	5 (14)	2,950,000
8	Misc. Additions etc. to MFD's	-	-	8	102,309	-	-	7	441,382
9	New Commercial	1	2,500,000	4	5,120,960	-	-	-	-
10	Misc. Additions etc. to Commercial	2	16,000	13	670,630	-	-	15	1,220,600
11	New Industrial	1	1,750,000	2	1,850,000	-	-	5	2,525,000
12	Misc. Additions etc. to Industrial	-	-	5	1,348,200	-	-	-	-
13	New Institutional	-	-	1	15,000	-	-	-	-
14	Misc. Additions etc. to Institutional	-	-	2	6,000	-	-	3	2,410,000
15	Signs	2	5,480	15	68,044	4	4,415	39	220,471
16	Swimming Pools, Pool Buildings	1	30,000	7	407,000	-	-	4	410,000
17	Demolitions	-	-	11	-	2	-	17	-
18	Temporary Trailers, A & B Permits	1	-	2	-	-	-	1	-
19	Misc. Special Inspections, etc.	4	-	19	-	1	-	22	-
	TOTAL PERMITS ISSUED	48	9,443,712	292	46,505,927	26	4,277,615	306	46,006,620

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

BUILDING PERMITS - YEARLY

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

Sent: Friday, October 22, 2021 12:25 PM

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name Glenda

Last Name Taylor

Address:

Return email address:

Subject: Sidewalk to Canoe Beach

Body
Dear Mayor Harrison,
I was just wondering if a sidewalk to Canoe Beach from Canoe Store corner has ever been considered. There are a lot of people including children who walk that road and it just would be so much more safer if there was a sidewalk.
Thank-you a head of time for your considerations.

Would you like a response: Yes

Disclaimer

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Sent: Thursday, October 28, 2021 4:54 PM
Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Vivian
Last Name	Morris
Address:	
Return email address:	
Subject:	Library vision
Body	<p>Dear Mayor and Council,</p> <p>A recent Observer article on taxation and the library has prompted me to write a letter on an issue I have thought about for years. I am an avid library user. I see the value it provides for all and not just books. Low-income citizens come for the free internet. Teenagers have a safe place to hang out. Community events are regularly held there. Clubs meet there. I have admired libraries across Canada and felt discouraged by ours. I feel the city needs to develop a master plan for the library, one that incorporates it into the heart of the community. The Piccadilly Mall is too far for people with no cars. Anyone can see that they frequent the Centenoka Mall. The libraries in Kelowna and Vernon, admittedly larger centres, put ours to shame. One of my favourite libraries is in Red Deer. It has a little cafe beside it. I would love to see the library back downtown where low-income people can access it. My fantasy would see it located in the CSRD building with a cafe in front of it. I am asking council to develop a vision for our library. One that is more inclusive in terms of location and one that is worthy of our city. We do not have that now.</p> <p>Regards, Vivian Morris</p>

Would you like a response: Yes

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From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Sunday, October 31, 2021 2:42 PM

To: Alan Harrison <aharrison@salmonarm.ca>; Chad Eliason <celiason@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Rob Niewenhuizen <rniewenhuizen@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	Mark
Last Name	Gendron
Address:	<i>Field not completed.</i>
Return email address:	<div></div>
Subject:	smoke, climate change, health
Body	If the city was actually concerned about mitigating climate change and the health of its citizens it would amend the camp fire bylaw. We have recorded many air quality readings in the 300 range which is comparable to those during this summer's wildfires.
Would you like a response:	Yes
<p>Disclaimer <i>Written and email correspondence addressed to Mayor and Council may become public documents once received by the City. Correspondence addressed to Mayor and Council is routinely published within the Correspondence Section of Regular Council Agendas.</i></p>	

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

November 3, 2021

TO: City of Salmon Arm

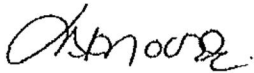
FROM: Nancy Moore

[REDACTED]
Salmon Arm, BC

I work in downtown Salmon Arm on Alexander Street and use the pay parking lot behind the Shuswap Pie Company. I have noticed that while there is one handicapped parking stall it is located at the pay station – the furthest stall from Alexander Street which does not seem to support the needs of mobility challenged individuals. Yes, there is one handicapped stall on Alexander but as a worker on Alexander I have been told by Bylaw that this stall is not to be used by me.

I am requesting that the city consider designating at least one parking stall at the east end of the parking lot as close to Alexander Street as possible.

Thank You



From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Thursday, November 4, 2021 1:35 AM

To: Alan Harrison <aharrison@salmonarm.ca>; Chad Eliason <celiason@salmonarm.ca>; Debbie Cannon <dcannon@salmonarm.ca>; Kevin Flynn <kflynn@salmonarm.ca>; Louise Wallace-Richmond <lwallacerichmond@salmonarm.ca>; Sylvia Lindgren <slindgren@salmonarm.ca>; Tim Lavery <tlavery@salmonarm.ca>; Rob Niewenhuizen <rniewenhuizen@salmonarm.ca>; Erin Jackson <ejackson@salmonarm.ca>

Subject: Online Form Submittal: Mayor and Council

Mayor and Council

First Name	bob
Last Name	white
Address:	
Return email address:	
Subject:	McGuire Lake in the winter
Body	<p>Your worship and City Council:</p> <p>Many years go back in Ontario I had a pond that I used for skating on a farm. It just happened that right near the pond was a school bus drop off for students. I approached them with a plan in that I would supply shovels and a couple of benches so that they could go skating on the pond once it was ready. I rented a pump a couple times, chopped a hole in the ice and pumped up the water to make for a great ice rink. I also ended up putting some cupboards down there so they could stow their skates and just get off he bus and play. Eventually some of the boys opened up another area for hockey and I supplied some old nets. Of course, I loved using the rink for myself as well. Back in 1942 there was a fire at the stock sheds and people moved down to McGuire Lake for their public skating. Why can't the city use it for skating now? Perhaps a couple times over the winter on a night when nothing is going on, the fire department could flood the rink. Along with the good will and support from the public, I will personally supply some shovels and benches if the city is interested in pursuing this. Those that use the rink will be more than happy to keep it shoveled.</p> <p>On another note. I have also seen ponds where a fountain pump has been left on all winter. It makes for some great viewing of ice formations. The secret is to place a few logs around the fountain (tied together) so that they are constantly</p>

bobbing and moving around so as to not allow the pond to completely freeze over.

We have a gem in the heart of the city that is not being used to it's fullest.

Where do I start in trying to make these things possible. We can easily do it with the co-operation and guidance of the parks department. I'm sure the city union membership can also co-operate with this idea. At my old age I won't be able to go out for a skate, but would love to see others enjoying doing so. I'm sure somebody will show up with a hot dog cart and some hot chocolate that the city can tax for some extra revenue.

Very best regards

Bob White

Would you like a response:

Yes

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Okanagan Historical Society, Salmon Arm Branch
820 60 Street NE
Salmon Arm, B.C. V1E 1Y3
[REDACTED]

October 29, 2021

Mr. Mayor and Councillors,
City of Salmon Arm
500 2 Avenue NE
Salmon Arm, B.C. V1E 4N2

Dear Mayor and Council,

The Salmon Arm Branch of the Okanagan Historical Society wish to indicate our strong support for finding a lasting solution to the preservation of one of our few remaining heritage buildings in downtown Salmon Arm. We strongly encourage council to find a solution for the issues associated with the building at 31 Hudson Avenue N.E. and are willing to support any future efforts to preserve this important building, representative of the Arts and Crafts style.

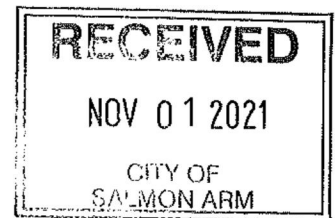
The former Municipal Hall, 31 Hudson Avenue N.E., is one of the three buildings in our 'golden triangle' in the heart of the city. The Old Court House, Old Post Office and Old Municipal Hall are the anchors of our downtown and represent how heritage can be incorporated into bringing the past into the present. We hope that they may continue to be strong cornerstones for the future.

Thank you for your time and consideration,

A handwritten signature in blue ink that reads "Linda Painchaud". The signature is fluid and cursive.

Linda Painchaud
President, Salmon Arm Branch, Okanagan Historical Society

October 28, 2021



Dear Mayor and Council:

It is with real pleasure that Churches of Salmon Arm Used Goods Society – better known as the Churches Thrift Store – announces its renewed ability to financially support community groups with grant funding. Our operation at 461 Beatty Avenue is a busy place and provides a much needed shopping venue for residents from all income groups; we serve hundreds of patrons a day and have annual sales of approximately one million dollars. That means we are once again in a good financial position and look forward to making grant money available to worthy groups. Although we are a faith-based society, grant money is available to organizations and groups whose charitable work benefits the many underprivileged local residents. It is the benevolence that matters, not religious affiliation.

Attached you will find a grant request application form that can be duplicated by members of Council if they have a charity in mind that may be eligible for support. We ask that any group applying for a grant-in-aid carefully read and complete the application. Only fully completed and accurate forms can be considered. Completed application packages must be submitted before November 19th and addressed to the attention of the Treasurer of the Board of Directors of the Society.

It is our hope that Council will highlight our offer to provide grants at your next meeting and encourage groups in the Salmon Arm area to apply. The issuing of grants will be dependent on the availability of funds and the appropriateness of the service to the community.

We thank you for considering our request to publicize the grant offer and for supporting our past and current efforts in Salmon Arm. Blessings to you all.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "D. Mangold".

Diana Mangold, Manager

Churches of Salmon Arm Used Goods Society

Charitable Registration # 87120 6942 RR0001

CHURCHES OF SALMON ARM USED GOODS SOCIETY
GRANT REQUEST APPLICATION FORM

To be completed by requesting charitable organization

Foreword: Any requests for financial support must meet the aims and goals of our organizations purposes, namely, to minister to the needs of individuals and families within our community who are unable to cope within the range of their individual or family incomes.

Legal Name of Applicant _____

Mailing Address _____

Province _____ Postal Code _____

Organization's Website _____

Contact Name at Charity: _____ Phone # _____

Canada Revenue Agency Registration # BN _____ RR _____

In order for your Grant-In-Aid to be considered by us, all of the following information MUST be attached to this form:

1. A brief description of the purpose and mandate of your charity;
2. A brief description of the purpose for which our aid is being requested;
3. Estimated total cost of the project, if of a capital nature;
4. How the grant funds will be used;
5. A copy of the organization's latest financial statements;
6. Any other information that may help us assess your request.

Note: *if this is the organization's first financial request to us, a three year financial history, together with your current year budget, would aid us in our assessment of your application.*

Incomplete or illegible applications will be returned

In signing this document we, the undersigned, certify that this application has been submitted in accordance with the recommendations of our Board of Directors and that, if approved, the grant funds will be used to support the described program.

Signed _____ Position _____ Date _____

Signed _____ Position _____ Date _____

Submit completed application package no later than November 19th to:
Churches of Salmon Arm Used Goods Society, 461 Beatty Ave. NW., Salmon Arm, B.C. V1E 1W3
Attention: Treasurer

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

November 2, 2021

Dear Mayor and Council

RE: Downtown Holiday Market – Hudson Street Closure December 4, 2021

On behalf of the Downtown Farmer's Market, thank you for granting permission to close Hudson Street for the expansion of the market on October 18th and 23rd. These market days were very successful for the set-up of market booths and flow of market patrons while still allowing for visibility and accessibility to Pharmasave, the only other business located on that city block.

We are kindly requesting another closure to Hudson Street (between Ross St and Alexander St) on Saturday, December 4, from 10am – 5 pm, for our Downtown Holiday Market. The market will operate 12pm – 4pm.

We have received expressions of interest from over 30 vendors to participate in this once-a-year themed market; the size of the market will be too large to keep contained around Ross Street Plaza. Additionally, we are looking to include safe/distanced photos with Santa on the Ross Street Stage, holiday music and entertainers. The use of Hudson Street will allow us to ensure proper management of booth placement and pedestrian traffic flow.

Attached, please find correspondence between myself and Pharmasave Manager, Chad Cronk, expressing his support for the street closure on this day stating the location of the market increases sales for his store on market days.

We continue to look for ways to safely celebrate the seasons, our local farmers/makers, and our downtown merchants. We hope you will find value in the plans for this outdoor event and support this street closure. Please do not hesitate to contact me should you have any questions or concerns.

With respect,

Jennifer Broadwell
Manager

cc. Serena Caner, Downtown Farmer's Market / Shuswap Food Action Society

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

Thank you for your time,

Jennifer Broadwell
Manager

Downtown Salmon Arm
250-832-5440

Attachments (1 file, 31.1 KB)

- image001.png (31.1 KB)



Governance Advisory Committee Shuswap North Okanagan Rail Trail Corridor MINUTES - APPROVED

July 16, 2021, 9:00 am - 12:00 pm via ZOOM

Minutes Updated: October 08, 2021

Meeting Purpose: to provide policy direction relative to the planning, development, management and governance of the Rail Trail Corridor project.

Objectives:

- To review minutes and business arising from the previous meeting
- To update/discuss project development, fund raising, and upcoming priorities
- To direct communications to update the public

Agenda:

1. **Welcome**, Splatstsin te Secwépemc Acknowledgement, and Introductions – 9:05 am – Chair Kukpi7
Wayne Christian called the meeting to order, welcomed everyone, and introduced new participants.
2. **Approval of Agenda**
 - a. **Motion:** *THAT: the agenda of the July 16, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be approved.*
Moved: Director Denis Delisle **Seconded:** Councillor Chad Eliason **Carried:** by consensus
3. **Adoption of Minutes**
 - a. **Motion:** *THAT: the minutes of the May 21, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adopted as circulated. ([May 21, 2021 APPROVED](#))*
Moved: Director Denis Delisle **Seconded:** Councillor Chad Eliason **Carried:** by consensus
4. **Presentations**
 - a. Unfolding the True Story: Splatstsin & Secwepemc History, Values, & Interests – PENDING
5. **Reports**
 - a. **Financial Update** – see Project Financial Report ([July 09/2021](#))
Motion: *THAT: the financial update as presented be accepted.*
Moved: Director Denis Delisle **Seconded:** Councillor Chad Eliason **Carried:** by consensus
 - b. **Technical Operational Committee Report** – an update summary was received ([July 13, 2021](#))
 - i. **Project & Funding Campaign Support** – contract extension for project support to December 31, 2021 utilizing BCRDP and CSRD Area E and District of Sicamous Economic Opportunities funding was confirmed.

- ii. **Effective and consultative planning** for safe road crossings, adequate parking, and trail head amenities with municipalities and electoral areas along the rail corridor (Regular Standing Item) – included an update on the Pilot Section and Correspondence with adjacent properties within the Sicamous Narrows (see following items).
- iii. **Enderby-Splatsin Pilot Test Section** – an update was provided ([combined project plan overview](#)), including funding to date (see following)
- iv. **Revegetation Plan** – the Technical Operational Committee (TOC) recommend include this in Pilot Section Project work scope. Question asked regarding what the plan will include. Concern expressed regarding fire hazard potential. TOC staff provided an update on the current approach proposed. Noted working with City of Enderby to look for a contractor to maintain the weeds in the interim. Question also raised: who will bare the long-term maintenance costs? TOC indicated that will be part of developing the test section to determine how to incorporate this into development services shared between the rail trail partners.

c. Funding Strategy

- i. **Capital Funding Campaign Update** – Alex de Chantal (Funding Campaign Coordinator) provided an update on the capital campaign. Noted recent publicity announcing the partnership with Community Foundations. Current donations received through July 5, 2021 total \$63,780, totaling 155 gifts averaging \$411.48 each. The first donation of securities was also received through the Shuswap Community Foundation of \$5243. Also received have been pledges of \$10,000 from Fortis BC, and a multi-year pledge for \$100,000 which will be announced shortly. (See: [Briefing Note July 16, 2021](#))
 1. **Test Section Signage** – Alex provided a draft of the proposed promotional signage for the Enderby-Splatsin pilot section.
 2. **Poster and Public Countertop Presence** – Alex also provided an update on new posters and a public countertop presence designed by 55 Creative to promote the campaign and keep it in front of the public through the summer. Councillor York requested these graphic promotional materials be forwarded on to the partners as quickly as possible so they can be posted and circulated widely.
ACTION: Alex – to circulate final versions of the poster and countertop designs to GAC for public distribution through social media.
 3. **Question asked: regarding the \$160 finish** – if asked, what does that cover? Alex reviewed how this targets the surfacing of the trail; based on what the community has expressing willingness to raise funds for, but also noted this provides funds to leverage against grant opportunities.
 4. **Political Leadership Donor Challenge** – Director Denis Delisle reminded everyone of his donation challenge, and said he would double his \$160 if a quarter of the Governance Advisory members contribute a \$160. Mayor Acton indicated he would make a donation immediately.
 5. **Kukpi7 Christian expressed thanks** on behalf of the whole Governance Advisory to all of the community leaders involved in the capital campaign effort.



ii. **Grant Updates** – Alex and Phil provided an update on the status of current grant applications, and two new grant opportunities.

1. [TOTA](#) - \$250,000 successful
2. [CHCI](#) - second intake submitted June 25/21 (Results in Sept)
3. [CVRIS](#) – update pending
4. [BC Active Transportation Grant](#) – Deadline July 30, 2021
5. [Canada Community Revitalization Fund](#) – Deadline July 23, 2021

Discussion: Councillor Eliason indicated he spoke with leadership at the MoTI Active Transportation grant funding, and gave them heads up that an application would be coming from the Rail Trail partners. Recommend we have our local MLA reach out to the Deputy Minister of MoTI (Kevin Richter) and the staff involved in the grant. Also suggests RDNO MLA reach out.

6. Correspondence

- a. MoTI Correspondence Response to GAC presentation questions ([May 28, 2021](#))
Motion: *THAT: correspondence from MoTI regarding Bruhn Bridge development* be received.
Moved: Mayor Kevin Acton **Seconded:** Director Denis Delisle, **CARRIED:** by consensus
- b. District of Sicamous Correspondence re Communications with Adjacent Properties ([June 14, 2021](#) and [July 15, 2021](#)) – **Motion:** *THAT: correspondence from District of Sicamous* be received.
Moved: Mayor Kevin Acton **Seconded:** Director Denis Delisle **CARRIED:** by consensus

7. Business Arising

- a. **Update on TOC/District of Sicamous (DoS) staff review of RAPR Assessment Report and strategy related to communication**, compliance and procedures for adjacent property owners to address encroachments within the Rail Corridor property between km 0.5 and 1.5 within the District of Sicamous (DoS/TOC staff) (See Brief [Jan. 13, 2021](#) and GAC resolution 6.c. [Jan. 15, 2021](#)) – copies of the draft letter and guidelines proposed to send to adjacent property owners along the rail corridor within the District of Sicamous were reviewed. Charles Hamilton (CSR D CAO) provided background comment. A letter of response was received from the District of Sicamous in response to the suggested draft letter (see 6.b. above). Councillor Mallmes reviewed the content of the DoS letter in response. Governance Advisory leadership clarified that the decisions being made are shared jointly by Splatkin, RDNO, and CSR D as inter-jurisdictional partners. Technical Operational Committee staff provided clarification on the upland property status of the adjacent properties within the DoS. DoS continue to express concern about the content of the Rail Trail crossing agreements. Kukpi7 Christian noted DoS has taken a political position and reminded everyone of the Governance Advisory's role in making recommendations to the respective inter-jurisdictional owners. Also emphasized our commitment to work together, and noted this needs to allow us to disagree, but also to move forward. Need to think about this as a whole. Recommend the TOC review the letter with regards to its structure, and come up with suggestions.



Motion: *THAT: this discussion be taken off line and that the Technical Operational Committee come up with a response to the District of Sicamous letter, and come up with a response to the GAC on how best to proceed.*

Moved: Director Paul Demenok **Seconded:** Councillor Chad Eliason **Defeated:** 3 in favour, 7 opposed, no abstentions.

Discussion: Noted this letter has been delayed a year and a half to work with DoS. Concern about unduly delaying the letter further. Councillor Mallmes affirmed the DoS continues to be a willing participant in the Rail Trail. Clarified DoS desire is to reduce the tone of the letter and make it more cordial to the property owners. GAC leadership noted this has been delayed already in order to have DoS staff work with TOC. Encouraged moving on with getting the correspondence out.

Motion: *THAT: the Technical Operational Committee be directed to proceed with sending the letter to adjacent property owners within the District of Sicamous.*

Moved: Mayor Kevin Acton **Seconded:** Director Denis Delisle **Carried:** 8 in favour, 2 opposed, no abstentions.

b. Implementation/Funding Strategy

- i. **Erosion Mitigation** – RDNO staff/Director Delisle to present funding strategy proposal re erosion mitigation in a briefing document for consideration. (See GAC Minutes Item 5.c.ii.5. [May 21, 2021](#)) – pending – RDNO staff provided a quick update that they will be working with RDNO finance to bring an update to the next GAC meeting.
- ii. **Phased Implementation** – RDNO to present a brief outlining their position in response to the March 19, 2021 brief re need for a more adaptable phased implementation approach for consideration. (See: Discussion Brief - [Mar. 14, 2021](#) and GAC resolution 5.c.iv. [Mar. 19, 2021](#)) – a brief was not prepared for the GAC meeting, but Mayor Acton spoke to the RDNO concern about the recommendation. RDNO leadership is concerned small pieces of the corridor would get built under a phased approach, but leave more complex sections unbuilt. RDNO staff noted the test section will provide an opportunity to determine long-term operating costs and maintenance for the rail corridor and make better decisions moving forward. The concern RDNO has raised is how will we share the costs of maintenance. RDNO uses an automatic operational cost of \$10 per/metre. The governments would have to go back to a resolution to maintain the trail. Recommend establishing a base level standard for amenities and operational maintenance, and then communities who want more than that base level could determine what/how they might take that on. The pilot test section allows the inter-jurisdictional owners to establish the base line amenities package standards, then bring this forward for recommendation and adoption. Recommend working this out first. Noted, however, there is opportunity to apply for further grants as we develop the pilot section and work



out amenity standards and maintenance package. TOC staff noted they will need direction. Further written briefing was not considered necessary at this time.

- c. **Governance Advisory Committee Terms-of-Reference** – amendment recommendations to the Terms of Reference for the Governance Advisory Committee were presented by regional staff from the Technical Operational Committee (See Brief: [July 12, 2021](#))

Motion: *THAT: the briefing be deferred to allow more time for review and discussion.*

Moved: Councillor Chad Eliason **Seconded:** Mayor Kevin Acton. **Carried:** by consensus.

Discussion – desire expressed there be an opportunity to refer the briefing recommendations to the inter-jurisdictional councils and boards first for further discussion before decisions to change the GAC Terms-of-Reference are made. Noted there have been some challenges in miscommunication gaps between GAC representatives and board discussions. Kukpi7 Christian affirmed deferring the discussion. Suggests it is time to conduct an evaluation review as a Governance Advisory and Inter-jurisdictional partners, particularly now we are starting to move more quickly into implementation. **ACTION: TOC** – to consider how the GAC might conduct a review of their governance process and make recommendations to move forward.

8. New Business

- a. **Application to new grants** (BC Active Transportation, Canada Community Revitalization Fund) – Phil provided an overview of the TOC briefing recommendation. (See: [Brief July 13, 2021](#))

Motion: *THAT: the Governance Advisory Committee recommends Splitsin Chief and Council, and RDNO and CSRD Boards support the Columbia Shuswap Regional District in applying to the BC Active Transportation Grant program and the Canada Community Revitalization Fund on behalf of the inter-jurisdictional partners for the Sicamous-to-Mara section, which requires rock scaling, bridge repair, and would benefit from surface grading to berm the lake side edge of the exiting rail bed and help deter wave erosion impacts in some areas;*

AND THAT: if budget scope allows, to add the Mara-to-Grindrod Section;

AND THAT: these sections be open for early access to the public through installation of safety signage and road crossings upon completion of these works.

Moved: Director Denis Delisle, **Seconded:** Councilor Jeff Mallmes. **Carried:** by consensus.

Discussion: Councilor Mallmes reminded the GAC of the potential to leverage federal friendship accord funding available to the District of Sicamous and Splitsin based on their friendship accord. Suggested there might be additional funding leveraged from this.

ACTION: Kukpi7 Christian will have his staff follow-up on this to see if Splitsin can take the initiative to get this rolling. DoS leadership recommend contacting Evan Parliament for assistance.



Question: where will the leverage funding come from, also clarity regarding operation and maintenance funding once built? Operations & Maintenance were noted as a key concern to address. TOC staff responded noting they are hoping to meet with MoTI regarding the AT grant funding to see if there is any flexibility in the grants. Noted the Capital Campaign funds as a current source of funding that can be leveraged. Also noted some funds from current agreements, as well as currently committed funds will be considered. TOC will look at all these options to determine sufficient funds to leverage.

- b. **Corporate Utility Rail Corridor Crossing Authorization** – See Memo ([June 10, 2021](#)) – Charles Hamilton (CSR CAO) provided background on the briefing recommendation..

Motion: *THAT: The Governance Advisory Committee revisit its previous policy recommendation, which is to rely on unregistered Master Agreements as a means of authorizing existing and future utility crossings for the three major utility corporations, i.e., TELUS, Fortis BC, and BC Hydro; and authorize staff to enter into negotiations with these three utility corporations (the Utility/Utilities);*

AND THAT: the negotiations include a request that the Utilities provide the Owner of the Rail Trail land (the Owner) with a customized proposal to ensure that the Owner's interests are protected to the greatest extent possible; that the proposal clearly makes the Utility responsible for all costs of the Statutory Rights of Way, including legal, survey and registration; and that the proposal includes consideration of a one-time upfront payment.

Moved: Mayor Kevin Acton **Seconded:** Councilor Chad Eliason. **Carried:** by consensus.

Discussion: Encouraged to move forward with these Statutory Rights of Way (SROWs). Question regarding what level of revenues might come from agreements compared to SROWs. Charles noted long-term ongoing revenue would not be likely, but the cost benefits would be in the savings the SROWs would provide in administration and transaction costs. SROWs also create certainty for the Inter-jurisdictional partners and corporate utilities. Might provide an opportunity to discuss partnership in the donor sponsorship of the rail trail corridor. Suggested TOC check out grants in lieu of taxes.

9. **Direction on next communication updates to the public** – Phil reviewed publicity to date, and upcoming opportunities. Question for Alex – are communications being tracked in order to understand who we are interacting with? Alex confirmed all communications are being tracked in the Donor Perfect software purchased to support the campaign. Kukpi7 Christian also asked for information from social media sources. **ACTION: Alex** – to prepare a summary report.
- a. News Release – [July 7, 2021](#) re: MoU with Community Foundations
 - b. Updated Info Bulletin – [Spring 2021](#) (posted to all trail signs)
 - c. Upcoming News Releases – new donor commitment announcements, pilot section update



10. **Summary and Next Steps** – Mayor Pieper and Mayor Acton both confirmed they have made donations to Director Delisle’s campaign challenge. Recommendation to host a GAC site visit now COVID-19 restrictions are allowing. Suggest Enderby-Splatsin test section site visit.

ACTION: Phil/TOC staff will work to set up a site visit in conjunction with next GAC meeting.

11. **Next Meeting:**

- a. Regular Advisory – Sept 17, 2021, 9:00 am – 12 Noon – Location: TBA – Recommended next meeting in either Enderby or Splatsin. **ACTION:** Phil to follow-up with Splatsin staff.

12. **Adjournment**

- a. **Motion:** *THAT: the July 16th, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adjourned.*

Moved: Director Denis Delisle **Seconded:** Councilor Chad Eliason. **Carried:** by consensus.

Site-Visit: Due to COVID-19 restrictions, on-site field visits following the meeting along the rail-trail corridor are on hold.

Attending: appointed inter-jurisdictional representatives (one designate from each of the 12 jurisdictions within the two regional districts, plus two Splatsin representatives), as well as additional staff representation including CAOs and/or designates.

RSVP Contact: Secretariat/Facilitation – Phil McIntyre-Paul (Shuswap Trail Alliance) – interim secretariat to the Governance Advisory Committee (Contact: phil@shuswaptrails.com, 250-804-1964)

Meeting Documents: (Note: linked to Dropbox – requires free Dropbox app installed on device or computer)

1. Rail Trail Governance Advisory Committee Minutes ([May 21, 2021 APPROVED](#))
2. Project Financial Report ([July 09/2021](#))
3. Technical Operational Committee Progress Report ([July 13, 2021](#))
4. Capital Campaign Briefing Note ([July 16, 2021](#))
5. MoTI Correspondence Response to GAC presentation questions ([May 28, 2021](#))
6. District of Sicamous Correspondence re Communications with Adjacent Properties ([June 14, 2021](#) and [July 15, 2021](#))
7. Segmented Grant Funding Approach – Discussion Brief ([Mar. 14, 2021](#))
8. Amendments to Governance Advisory Committee Terms-of-Reference – Discussion Brief ([July 12, 2021](#))
9. Application to the BC Active Transportation and Canada Community Revitalization Fund Grant Intake – Discussion Brief ([July 13, 2021](#))
10. Corporate Utility Rail Corridor Crossing Authorization – Memo ([June 10, 2021](#))
11. News Release – [July 7, 2021](#) re: MoU with Community Foundations
12. Updated Info Bulletin – [Spring 2021](#)



Background Documents: (for Reference)

1. [Rail Trail Development Plan](#) (Jan 15, 2021) and [Staged Class C Costing](#) (Sept 9, 2020)
2. [Capital Investment Strategy – Staged Leverage Proposal](#)
3. [Rail Trail ½ KM Markers Reference Mapbook \(Aug. 01, 2019\)](#)
4. [Communications Plan & Consultation Strategy FINAL](#)
5. [Memorandum of Understanding \(Master Agreement\) between CSRD, RDNO, and SplatSIN – FINAL](#)
6. [Terms of Reference - Governance Advisory Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
7. [Terms of Reference - Technical Operational Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
8. [Preliminary Concept Design Report – Sicamous-to-Armstrong Rail Trail Corridor \(Updated Aug 2019\)](#)
9. [Overview Map – Rail Corridor](#)
10. [Information Poster Board Display Set \(Nov. 05, 2019\)](#)
11. [Information Bulletin #1 \(Nov. 05, 2019\)](#)
12. [Information Bulletin #2 \(May 04, 2021\)](#)
13. [Website](#)

Summary of Actions from Minutes – July 16, 2021

Task or Action	Responsibility	Timeframe/Status
Circulate final versions of the poster and countertop designs to GAC for public distribution through social media	Alex de Chantal	To do
Consider how the GAC might conduct a review of their governance process and make recommendations to move forward	TOC	To do
SplatSIN staff to follow-up regarding Friendship Accord funding available to District of Sicamous and SplatSIN to see if SplatSIN can take the initiative to get this rolling. (DoS leadership recommend contacting Evan Parliament for assistance.)	Kukpi7 Christian/ SplatSIN Staff	To do
Prepare a summary report of capital campaign communications tracking to better understand interactions, including social media sources	Alex de Chantal	To do
Set up a site visit of Enderby-SplatSIN test section in conjunction with next GAC meeting	Phil/TOC	To do
Follow-up with SplatSIN staff to schedule next GAC meeting in either Enderby or SplatSIN	Phil McIntyre-Paul	To do

Summary of Actions from Minutes – May 21, 2021

Task or Action	Responsibility	Timeframe/Status
RDNO to present funding strategy proposal re erosion mitigation in a briefing document for consideration at the next Governance Advisory Committee.	RDNO/Director Delisle	To do (for GAC July 16/2021) DEFERRED to GAC Sept 17/2021



prepare a project management work plan for 2022-2023 during fall budget discussions.	TOC with Governance Partners	To do (for fall 2021)
RDNO leadership will present a discussion brief outlining their position in response to the March 19, 2021 brief re need for a more adaptable phased implementation approach for consideration of the Governance Advisory Committee	RDNO	To do (for GAC July 16/2021) DEFERRED to TOC
coordinate a 4x8 sign for the Enderby-Splatsin test section to profile the coming development, partnerships, and encourage rail trail donations	Alex de Chantal	In progress

Summary of Carry Forward Actions from Minutes – March 19, 2021:

Task or Action	Responsibility	Timeframe/Status
Draft an MOU with ALC based on the ORT	TOC	In progress
Get pricing estimates for interim maintenance for TOC.	Brad	In progress
Review and continue sharing updates on technical meetings between Rail Trail TOC and MoTI, as available	TOC	Ongoing
Prepare business access use policy and process for review	TOC	Carry forward
Review the dialogue to date regarding Vernon to Armstrong Connection, and bring forward a resolution to the Governance Advisory for moving forward on this	TOC	Carry forward

Abbreviations: GAC (Governance Advisory Committee), TOC (Technical Operational Committee), PMT (Project Management Team)



Attendance: Shuswap North Okanagan Rail Trail Governance Advisory Committee – July 16, 2021

Acting Governance Representatives at Meeting:

- Wayne Christian, Kukpi7, Splat-sin - CHAIR
- Chad Eliason - Councillor, City of Salmon Arm - Appointed Rep
- Chris Pieper - Mayor, City of Armstrong - Appointed Rep
- Denis Delisle - Director, RDNO Area F - Appointed Rep
- Jay Simpson - Director, CSR Area F - Appointed Rep
- Jeff Mallmes - Councillor, District of Sicamous - Appointed Rep
- Paul Demenok - Director, CSR Area C - Appointed Rep
- Rene Talbot - Director, CSR Area D - Appointed Rep
- Rick Fairbairn - Director, RDNO Area D - Appointed Rep
- Theresa William - Councillor, Splat-sin - Appointed Rep
- Todd York - Councillor, Township of Spallumcheen - Appointed Rep
- Brian Schreiner - Councillor, City of Enderby – Acting Alternate Rep

Alternate Representatives (Observing)

- Brad Case - Councillor, City of Enderby - Alternate Rep
- John Bakker – Councillor, Township of Spallumcheen – Alternate Rep
- Randal Ostafichuk - Councillor, Village of Lumby - Alternate Rep
- Shawn Tronson - Councillor, Splat-sin - Alternate Rep
- Shirley Fowler - Councillor, City of Armstrong - Alternate Rep

Staff:

- Brad Ackerman – Manager of Parks, Recreation & Culture, RDNO – TOC Rep
- Carie Liefke - Planner, Township of Spallumcheen,
- Charles Hamilton - CAO, CSR
- Dawn Low – CAO, City of Armstrong
- Frank Joe – Territorial Lands Manager, Splat-sin Title & Rights – TOC Rep
- Ryan Nitchie – Team Leader, Community Services, CSR – TOC Rep
- Sharen Berger – Rail-Trail License/Legal Administration, CSR/RDNO – TOC Rep

Other:

- Alex de Chantal – Rail Trail Funding Strategy Coordinator
- Phil McIntyre-Paul – Shuswap Trail Alliance – Governance Advisory Secretariat
- Terry Rysz – Mayor, District of Sicamous

Regrets:

- Rhona Martin - Director, CSR Area E - Appointed Rep
- Tundra Baird - Councillor, City of Enderby - Appointed Rep

Dear Mayor and City Council of Salmon Arm,

A group of researchers at Thompson Rivers University, are proposing a Regional Centre to support Healthy Aging in Place in rural, remote, and small communities within the Thompson Cariboo, Shuswap Health Service Area. The Canadian Frailty Network is sponsoring three centres across Canada with the goal of the centres to implement the AVOID Frailty program <https://www.cfn-nce.ca/research/request-for-proposals-avoid-frailty-regional-centres-for-healthy-aging-grants-competition/>. The AVOID Frailty program focuses on prevention and healthy aging initiatives, along with physical activity and social interaction to support older adults to age in-place. This program would be free of charge to older adults.

What we are looking for from the communities in which our Regional Centre would support are two things: 1) a letter indicating the City of Salmon Arm's support of our proposed centre and services, and 2) in-kind support of your organization. The in-kind support is non-monetary, and examples could include a space donation for hosting our older adults' exercise program, help with recruiting older adult participants, helping to find a volunteer-exercise leader, help sharing and advertising information about the program, etc. We are already working in collaboration with the Seniors Resource Centre in Salmon Arm, and we are very much hoping that the City of Salmon Arm could also be a partner.

My colleague Dr. Tracy Christianson in the School of Nursing at Thompson Rivers University did some community consultations in your region back in 2018 and what she learned from the communities was the concern for the aging populations and the need to have services and supports closer to home. This proposed center certainly would go some way to addressing these concerns.

Your letter of support would be needed by November 25, 2021. I have attached a summary of our AVOID Frailty RCHA proposal. If you would like more information or have any questions, we would be happy to meet to discuss with you at your earliest convenience.

Thank you for your consideration and support, as it is greatly appreciated.

Sincerely,

Juanita

Juanita-Dawne Bacsu, PhD
Adjunct Assistant Professor, School of Nursing
Thompson Rivers University
Research Associate, Saskatchewan Population Health and Evaluation Research Unit
University of Saskatchewan
Tel: (306) 250-4399
Email: juanita.bacsu@usask.ca

Improving Healthy Aging for Older Adults in British Columbia's Thompson Cariboo Shuswap Area

Summary

Urgent action is needed to improve healthy aging in small cities and rural and remote communities. Older adults living in small cities and rural and remote communities often face unique challenges related to social isolation, limited transportation, income, education, and access to health and support services. Research shows that frailty impacts almost one in five rural older adults with increasing age, malnutrition, disability, cognitive impairment, and depression being key risk factors for frailty. Despite this knowledge, few studies examine actions to prevent frailty and support healthy aging in rural and remote communities.

Through our Regional Centre on Healthy Aging (RCHA), we will work with our community partners to implement the AVOID Frailty Program by developing and evaluating an innovative group exercise program to support healthy lifestyles amongst older adults. Specifically, our exercise program will target promotion and maintenance of healthy lifestyles at the individual and community level by providing physical activity, social interaction, and education (diet, falls prevention, cognitive health, vaccinations, and healthcare navigation). Our exercise program will run in different communities by volunteer-leaders who will receive training on hosting safe exercise programs, falls prevention, and education. This program will be community-driven and adaptable to unique needs of each community. Our RCHA will host a digital platform that will include a website, online exercise program, podcast/local radio show interviews (e.g., rural/remote internet challenges) with health/community leaders to support navigation of health and support services (e.g., meal programs, transportation, healthcare, etc.). Our RCHA will focus on three objectives:

1. Implement the AVOID Frailty Program by developing an innovative volunteer-led group exercise program (both in-person and online) that will support healthy lifestyles through physical activity, social interaction, and education.
2. Develop a digital platform (e.g., website, online exercise program, podcast/radio show) to aid older adults in navigating and accessing health and support services.
3. Establish an evaluation framework to assess our RCHA's AVOID Frailty Program both at the individual (mobility, depression) and community-level (uptake).

Our community, located in BC's Thompson Cariboo Shuswap Health Services Area is particularly well-suited for a RCHA as it is one of Canada's most rapidly aging regions with approximately 30% of the population age 60+ years. Geographically, it is the largest health service area in BC but lacks any large city resulting in fewer health and specialist services. This means that rural and remote residents must either travel to access services or risk foregoing them, which contributes to additional frailty in the region.

Five milestones of our program will include the: i) grand opening of our RCHA; ii) train-the-trainers' sessions; iii) implementation of our exercise program; iv) launch of our digital platform (e.g., website, podcast/local radio interview show); and v) program evaluation. Key deliverables from our project will include: i) our website and podcast/radio show to support navigation of health and support services; and ii) our innovative exercise program which will serve as a model to prevent frailty and support healthy aging in other small cities and rural and remote communities across Canada.



October 26, 2021

Re: B.C. Forestry Workers are Climate Change Heroes

Dear Mayor Alan Harrison and Salmon Arm (City) Council,

Climate change is a concern for many people around the world. In British Columbia, there are local people taking action on climate change right here in our forests.

Forestry helps mitigate climate change which makes our forests the biggest nature-based tool we have. – S. Kozuki

One approach to tackle climate change is **to adapt** to increases in drought, wildfires, flooding, and other extreme weather occurrences. As a society we could learn to adapt.

The second approach is **to take action** to prevent or at least limit further climate change. To do that, we need to improve the management of greenhouse gases. International carbon accounting standards recognize that forestry helps mitigate climate change which makes our forests the biggest nature-based tool we have.

The government of British Columbia has climate scientists and expert carbon modellers on staff who evaluate projects for potential greenhouse gas benefits and carbon expenditures to determine how much net benefit there will be.

Trees will absorb carbon dioxide once they start growing and will continue to absorb carbon for many years. **Planting trees** that otherwise would not be planted, usually following natural disasters such as insect epidemics or catastrophic wildfires, is a significant way to help mitigate climate change. We can also **fertilize trees** to help them grow faster and therefore absorb carbon dioxide faster. And finally, we can **reduce the burning of wood waste** so there are less greenhouse gas emissions. The emissions profile from the open burning of wood contains not only carbon dioxide but also very potent greenhouse gases including methane and nitrous oxide. Using the wood instead of burning it helps reduce these greenhouse gases.

The enclosed ***B.C. Forestry Workers Are Climate Change Heroes*** brochure highlights several local climate change heroes working on projects funded by the Forest Enhancement Society of BC. We also invite you to watch our newly released video *B.C. Forestry Workers Are Climate Change Heroes* at www.bit.ly/ClimateChangeHeroes so that you can support the action being taken on climate change by sharing it with the people in your networks. Together, we can **all** be Climate Change Heroes.

Sincerely,

Steven F. Kozuki, RPF
Executive Director,
Forest Enhancement Society of BC

(107) MC-21188



1

Otis Guichon
Chief Tâideldel First Nation



2

Joe Alphonse
Chief Tl'etinqox Government



3

Nicole Harrison
Silviculture Operations
Zanzibar Holdings Ltd.



4

Greg Kilba
Division Manager
Arrow Transportation
Systems Inc.



5

Aaron Higginbottom
Senior Manager
Natural Resources
Williams Lake First Nation

CLIMATE CHANGE HEROES

B.C. Forestry Workers are Climate Change Heroes

Climate change is a concern for many people around the world. In British Columbia, there are local people throughout the province taking action on climate change through their work in forestry.

We produced and shared a video to highlight some of the nature-based forestry solutions that the hard-working women and men within B.C.'s forestry sector are implementing to take action on climate change. **Tree planting, the fertilization of trees, and reducing the burning of wood waste** after harvesting are some of those solutions. Our goal is to provide an educational video to help British Columbians better understand the important role of forestry to help in the achievement of British Columbia's and Canada's climate change targets. We encourage you to watch the video and share it with your colleagues and friends to help build awareness of the important work happening in forests throughout our province.

—Steve Kozuki, RPF, Executive Director, Forest Enhancement Society of BC



Forest Enhancement
Society of British Columbia

Learn how the hard-working women
and men in B.C.'s forestry sector
are climate change heroes.

Nature-Based Forestry Solutions: Taking Action on Climate Change



About FESBC

The B.C. government has invested \$238 million in the Forest Enhancement Society of BC (FESBC), of which \$237.6 million has been allocated for 269 forest enhancement projects as of March 2021. FESBC has empowered local people and funded local projects that contribute to the achievement of our climate change goals and enhance B.C.'s forests through:

- wildfire risk mitigation,
- accelerated ecological recovery after wildfires,
- wildlife habitat enhancement, and
- increased utilization of forest fibre.

Visit our website to learn more about the 269 FESBC-funded projects throughout British Columbia www.fesbc.ca

Central Chilcotin Rehabilitation Ltd. (CCR)

CCR is an indigenous company, a collaborative venture between the T'sideldel First Nation and the Tl'etinqox Government, operating on traditional territory west of Williams Lake. CCR has become one of FESBC's largest funding recipients with projects valued at 29 million dollars. They are motivated by a desire to protect their communities from wildfire, to take care of the land, and to participate in the forest bioeconomy.



Otis Guichon | Chief, T'sideldel First Nation

"All of the things we've been doing, looking after the forest, even way back in history that is how we lived. We lived off the land. We need to keep it clean, just like you would keep your freezer clean at home."

—excerpt from the Climate Change Heroes video



Joe Alphonse | Chief, Tl'etinqox Government

"The people that arrived here in British Columbia, when they first looked at the forest, I tell people the forest was managed so well it looked untouched. Our people relied on that, and we want to get back to that."

—excerpt from the Climate Change Heroes video



Zanzibar Holdings Ltd.

Nicole Harrison | Silviculture Operations
Zanzibar Holdings Ltd.

Tree planting is one of the ways forestry contributes to reducing potent greenhouse gases and forests are extremely important storage places for carbon. Zanzibar is a tree planting company working with funding from FESBC to reforest the Hanceville fire. In fact Zanzibar, along with 23 other partners and the Office of the Chief Forester, has helped us plant over 70 million trees in B.C. in the last 5 years. These trees are going to develop into forests much sooner than if the areas were left to reforest naturally.



Our New VIDEO



Arrow Transportation Systems Inc.

Greg Kilba | Division Manager
Arrow Transportation Systems Inc.

Historically, there has always been wood waste from harvesting operations to get logs to the sawmill and every fall crews would go out and burn piles of wood waste.

"We've been utilizing that fibre by either bringing it in as biomass logs or taking a horizontal grinder and trucks out to the slash piles, grinding them, and creating hog fuel. That hog fuel is then burned inside Domtar's generator creating electricity for Domtar, and any excess energy gets sold back into the grid."

—excerpt from the Climate Change Heroes video



Williams Lake First Nation

Aaron Higginbottom | Senior Manager Natural Resources
Williams Lake First Nation

The Williams Lake Community Forest has carried out pre-commercial thinning to reduce the density of the overstory to give culturally important plants the opportunity to better express themselves. Thinning and fertilizing these trees creates more berries for the Williams Lake First Nation. "This program allows First Nations to take the first steps back into land management. The community forest provides opportunities for the Williams Lake First Nation to help in environmental stewardship, bringing the forest back, and creates employment and revenue."

—excerpt from the Climate Change Heroes video

Special Thanks to all of our featured Climate Change Heroes

CLIMATE CHANGE HEROES

Bill Layton
Zanzibar Holdings Ltd.

Dave Conly
FESBC

Ervin Charleyboy
Central Chilcotin Rehabilitation Ltd.

Gerri Lust
Arrow Transportation Systems Inc.

Gord Pratt
FESBC

Jim Snetsinger
FESBC

John Walker
Williams Lake First Nation
Stewardship Forester

Ken Day
Consultant for Williams Lake
Community Forest

Percy Guichon
Central Chilcotin Rehabilitation Ltd.

Ray Watts
Arrow Transportation Systems Inc.

Robert Hember
Office of the Chief Forester





FESBC by the numbers*

269 APPROVED
PROJECTS

throughout B.C.

\$357 MILLION
DOLLARS

in economic activity
created by 269 projects

5.3 MILLION
TONNES

of CO₂e sequestered or
avoided = 1.1 million cars
off of the road for a year

2,214 JOBS

full time equivalent
jobs created

3.9 MILLION CUBIC METRES
OF FIBRE UTILIZED

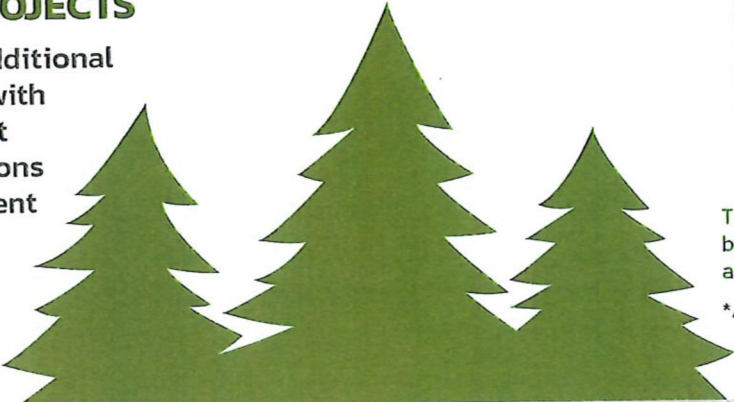
= 80,000 truckloads
of fibre recovered
and not burned

63 FIRST NATIONS
LED PROJECTS

and 23 additional
projects with
significant
First Nations
involvement

70+
MILLION
TREES PLANTED

with FESBC funding



These projects are funded in part
by the Government of Canada
and the Province of B.C.

*All numbers current as of March 2021



Message from FESBC Board Chair Jim Snetsinger

Over the past five years, the Forest Enhancement Society of BC has funded 269 projects across the province of British Columbia. We've had over 86 projects which have either been led by First Nations or had significant First Nations involvement. Projects have recovered 80,000 truckloads of wood fibre which may have otherwise been burned, and enhanced the utilization of that fibre. Additionally, projects have sequestered or avoided 5.3 million tonnes of CO₂e which is like taking 1.1 million cars off of the road for one year.

We're very pleased to share our **B.C. Forestry Workers are Climate Change Heroes** video with you to highlight some of the projects which have been funded by the Provincial government in your forests.





Learn More

If you'd like to learn more about the Forest Enhancement Society of BC and how people in British Columbia's forests are helping create climate change solutions, reduce wildfire risk, and keep workers employed through our funded projects, connect with us!

Steve Kozuki, FESBC Executive Director
skozuki@fesbc.ca or 1.877.225.2010

Subscribe to our FESBC Newsletter:

www.fesbc.ca

Follow us on:  

His Worship Mayor Alan Harrison and Council
City of Salmon Arm
E-mail: cityhall@salmonarm.ca

Dear Mayor Harrison and Council:

As the Provincial Director of Child Welfare and Provincial Director of Adoption and Permanency, we are honoured to proclaim November as Adoption Awareness Month. This month is about raising awareness for adoption in British Columbia and celebrating the families who have welcomed children and youth as permanent members of their family.

Every child deserves the love and support of a nurturing family. November is about celebrating the adoptive families that have made a difference in the lives of children by providing care, guidance, and a sense of belonging. Adoptive families are committed to ensuring stability and sharing their love, whether that is in their role as parent, sibling, or extended family member.

November is also about recognizing that there are children who are still waiting for permanent homes. There continues to be a need for more adoptive families in British Columbia to offer their support to help children grow and develop into their full potential.

There are many online resources, information, and support services that can help families who are considering adoption. [Adopt BC Kids](#) is an online portal that allows British Columbians wishing to adopt children and youth from foster care to complete an adoption application. [The Adoptive Families Association of British Columbia](#) provides information and support services for families who wish to adopt now or in the future. We encourage you to share these resources with your community members who are interested in learning more about adoption or who are ready to open their hearts and homes.

Please join us in celebrating November as Adoption Awareness Month to recognize all the individuals who have grown their family and their hearts through adoption, and to all those who may do so in the future. On behalf of the Government of British Columbia, thank you for your continued leadership in supporting adoptive families in your community.

Sincerely,

Cory Heavener
Assistant Deputy Minister and
Provincial Director of Child Welfare

Renaa Bacy
Provincial Director of Adoption

Sent on behalf of the Office of the Provincial Director of Child Welfare by:



Client Relations Branch
Executive Operations
Ministry of Children and Family Development



Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Wednesday, October 27, 2021

The summer of 2021 represented an unprecedented wildfire year in British Columbia in which over 550,000 hectares burnt across the Thompson Okanagan Region.

The fires and fire suppression activities (e.g. the creation of more than 2,900 km of fire guards) have opened areas that were previously difficult to access and resulted in habitats that are extremely sensitive to disturbance.

The BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) has responded by proposing *Emergency* Motor Vehicle Closures (MVC) under the Motor Vehicle Prohibition Regulation (MVPR) of the *Wildlife Act* (Section 109) over the following major wildfire areas.

Fire	Fire number	MVC area (ha)
Sparks Lake	K21001	105,131
Momich Lake	K21658	28,651
Tremont Creek	K21849	74,509
Two Mile Road	K42078	4,724
Bunting Road	K41561	7,167
Hunakwa/Crazy Creek complex	K41676/ K41769	8,592
Thomas Creek	K51794	16,350
Nk'Mip	K52061	20,714
July Mountain	K61882	23,316
White Rock Lake	K61884	99,409
Garrison Lake	K62088	18,328
Mckay Creek	K71030	44,784
Mowhokam Creek	V11669	8,941
Lytton complex	K71086/ K70804	96,087

These MVC have been put in place to prevent further damage to the now sensitive soils and vegetation within the burned areas, to prevent the spread of invasive species, and to minimize access to vulnerable wildlife populations. This is a temporary measure that will be in effect while restoration activities for the fire area are being planned and initiated.

The motor vehicle prohibitions close all backcountry roads and trails in the above areas to all unauthorized use of vehicles (highways and other roads maintained by the Ministry of Transportation will remain open). This includes automobiles, trucks, motorcycles, motorhomes, e-bikes, and all types of off-road recreational vehicles, wheeled or tracked, including snowmobiles. Non-motorized uses (e.g. bicycle, horse) will not be restricted.

These motor vehicle closures do not apply to authorized commercial activities other than hunting. As such, any activities performed in association with a tenure or agreement under a provincial statute will be permitted in the closed area. Additionally, the motor vehicle closure will not restrict individuals using motor vehicles on, or requiring access to, private land.

As these areas are sensitive to disturbance, if you do have authorization to go into the closure areas, please stay on existing roads to minimize any disturbance.

More information on the motor vehicle closures is included below. Additionally, maps and details are available at www.gov.bc.ca/motorvehicleprohibitions.

Any other questions on these closures can be directed to 2021Wildlife.closures@gov.bc.ca or 778-362-4683. Note that this is an answering service. Staff will return your call within 2 business days.

Thank you for your cooperation and support as we focus on recovering the land base affected by these wildfires.

A handwritten signature in black ink, appearing to read 'Valdal', with a stylized, cursive script.

Eric Valdal

Director of Resource Management

Thompson-Okanagan Region

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Kamloops, BC.

Thompson Okanagan Wildfire Motorized Vehicle Restrictions

Motor vehicle closures are in place for the following wildfire areas in the Thompson Okanagan Region. This is pursuant to the Motor Vehicle Prohibition Regulation under Section 109 of the *Wildlife Act*.

Fire	Fire number	closure area (ha)
Sparks Lake	K21001	105,131
Momich Lake	K21658	28,651
Tremont Creek	K21849	74,509
Two Mile Road	K42078	4,724
Bunting Road	K41561	7,167
Hunakwa/Crazy Creek complex	K41676/ K41769	8,592
Thomas Creek	K51794	16,350
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July Mountain	K61882	23,316
White Rock Lake	K61884	99,409
Garrison Lake	K62088	18,328
Mckay Creek	K71030	44,784
Mowhokam Creek	V11669	8,941
Lytton complex	K71086/ K70804	96,087

Why are these motorized vehicle restrictions in place?

- Communities and forests were severely impacted by the 2021 Wildfire season with more than 550,000 ha of habitat in the Thompson Okanagan Region burnt.
- The 2021 wildfires and fire suppression activities (e.g., creation of approximately 2,900 km of fire guards) have opened up areas that were previously difficult to access.
- High road and fire guard densities, improved sight lines for hunters and predators across burnt landscapes, and concentration into remnant habitats is likely to increase vulnerability of wildlife populations.
- Unauthorized public access can have negative effects on sensitive burned ecosystems including increased soil compaction, increased spread of invasive species, and accelerated erosion of wildfire-charred soils which impacts aquatic ecosystems and fish habitat.

Will these motor vehicle prohibitions be permanent?

- These closures are intended as a temporary measure that will be in effect while restoration activities for the fire area are being planned and initiated. Although there is no 'sunset clause' in the Motor Vehicle Prohibition Regulation, the intent is to repeal or replace these closures in approximately 18months time. Where appropriate, they will

be replaced with site-specific mechanisms that reflect the fire severity, the degree of recovery, and the intent of the recovery plans that will be collaboratively developed with First Nations, and informed by Stakeholders.

What types of vehicles are included in this prohibition?

- The motor vehicle closures apply to all motorized vehicles including automobiles, trucks, motorcycles, motorhomes, electric bikes and all types of off-road recreational vehicles, wheeled or tracked.

Which roads and trails are included in this motor vehicle closure?

- All forest service roads except those identified in green on the motor vehicle closure maps.
- All recreation trails, and trail networks.

Which roads are not included in this motor vehicle closure?

The following roads are accessible within the closure areas:

- All public roads. For the purposes of this closure, a public road is defined as a road that is maintained by the BC Ministry of Transportation and Infrastructure.
- Forest Service roads that are explicitly identified as open and highlighted green on the motor vehicle closure maps. Accessible Forest Service Roads are typically two-lane mainline gravel roads that provide routes through a motor vehicle closure polygon.

Can I hunt, trap or recreate within the motor vehicle closure areas?

- Motor vehicle closures can be accessed by non-motorized means (e.g., on foot, horseback or non-electric bicycle).
- As this area is sensitive to disturbance, if you do need to go into the area, please stay on existing roads and trails to minimize any disturbance.

Are there any exceptions to the current motor vehicle prohibitions?

- The closures do not apply to commercial activities other than hunting
- Individuals may use or operate a motor vehicle on private property and on roads used to access private property.

Can I get a permit to access a closure area using a motor vehicle?

- You may apply for an exemption to access a motor vehicle closed area through Front Counter BC at [General Wildlife Permit - Authorization Guidance - Natural Resource Online Services \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/safety/wildlife/wildlife_permit_authorization_guidance_natural_resource_online_services.htm)

- Currently, exemptions will be considered only for disabled access, for activities required for assessment, maintenance, and public safety, or for activities that otherwise support the goals of wildfire recovery.
- For all other purposes, please contact staff at 2021Wildlife.closures@gov.bc.ca prior to submitting an application.

Will the closures be enforced?

- Enforcement patrols will ensure compliance with these prohibitions.

How can I find out more information?

More Information on the motor vehicle closures, including maps, can be found:

- At www.gov.bc.ca/motorvehicleprohibitions
- By emailing 2021Wildlife.closures@gov.bc.ca
- By calling 778-362-4683. Note that this is an answering service. Staff will return your call within 2 business days.



VIA EMAIL

Ref: 621185

October 26, 2021

His Worship Alan Harrison
and Members of Council
City of Salmon Arm
PO Box 40
Salmon Arm BC V1E 4N2
Email: aharrison@salmonarm.ca

Dear Mayor Harrison and Councillors:

Thank you to your delegation for meeting with ministry representatives during this year's virtual Union of BC Municipalities (UBCM) Annual Convention process. I would also like to thank you for your September 13, 2021 letter. Throughout the COVID-19 pandemic, we have continued to adapt and develop new approaches to how we conduct our work. I am pleased that our governments have had the chance to connect and I want to thank your delegation for its flexibility with provincial appointments this year.

Thank you for the update on the important work that the City of Salmon Arm and its Community Housing Taskforce have underway. I am pleased to hear of the successes you have achieved so far, and I look forward to working with the City of Salmon Arm to help your community become a provincial leader in affordable home ownership.

I was pleased to hear that you have met already with Raymond Kwong, Provincial Director of the HousingHub at BC Housing. The HousingHub was established to seek innovative partnerships to create affordable rental housing and homeownership options for middle-income households. The HousingHub works collaboratively with an array of industry groups to facilitate the partnership of suitable land, equity, low-cost financing and development expertise to create new affordable housing.

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Ministry of
Attorney General

Office of the
Attorney General

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Victoria BC V8W 9E2
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His Worship Alan Harrison
and Members of Council
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I also encourage you to work with John McEown, BC Housing's Regional Development Director for the Interior to explore other partnership opportunities. While certain funding streams have intake deadlines, BC Housing welcomes discussions on an ongoing basis with partners interested in developing new housing through programs such as the Community Housing Fund, the Supportive Housing Fund and/or the Women's Transition Housing Fund. John McEown can be reached at: jmceown@bchousing.org.

Thank you, again, to your delegation for the meeting.

Yours truly,

A handwritten signature in black ink, appearing to be 'DE', written in a cursive style.

David Eby, QC
Attorney General and
Minister Responsible for Housing

pc: Greg Kylo, MLA, Shuswap
Erin Jackson, Chief Administrative Officer, City of Salmon Arm
Shayne Ramsay, CEO, BC Housing
John McEown, Regional Development Director, BC Housing
Raymond Kwong, Provincial Director, HousingHub, BC Housing