



## The Corporation of the Village of Salmo

### REGULAR MEETING (#05-20)

A Regular Meeting of the Council of the Village of Salmo to be held in Council Chambers at 423 Davies Avenue, Salmo, B.C. on **Tuesday, March 10, 2020 at 7:00 p.m.**

*This is a public meeting place. By entering, you consent to photography, audio/visual recording and its release, publication or reproduction by the Village to be used for a variety of municipal purposes including web casting, news, or promotions.*

**Traditional Lands Acknowledgement Statement:** We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

### AGENDA:

**1. Call to Order**

**2. Adoption of Agenda**

That the draft agenda of Regular Meeting #05-20 of Tuesday, March 10, 2020 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "A" to include an Administrative Section and a Public Question period.

**3. Delegations - NIL**

**4. Adoption of the Minutes**

(1) That the draft minutes of the Regular Meeting #04-20 of Tuesday, February 25, 2020 be adopted as presented. Pg.5

(2) That the draft minutes of the Special Meeting of Tuesday, March 3, 2020 be adopted as presented. Pg.13

**5. Referrals from Delegations - NIL**

**6. Referrals from Prior Meetings**

(1) **February 25, 2020 – Grant-In-Aid Request: Salmo & District Healthcare Auxiliary Society - #007** Pg.17

That Council approve the grant-in-aid request of up to \$297.50 by the Salmo & District Healthcare Auxiliary Society for assistance with the removal and disposal of unwanted thrift store items.

**7. Administration**

(1) **Notice on Title: 518 Davies Avenue, Salmo, BC** Pg.19

That Council direct the Chief Administrative Officer of the Corporation of the Village of Salmo to file a Notice on Title at the Land Title and Survey Authority of BC office stating that a resolution has been made under Section 57 of the *Community Charter* by the Corporation of the Village of Salmo relating to land legally described as Lot 13 Block 6 District Lot 206A Kootenay District Plan 622 PID 006-192-211.

(2) **Accepting Septic Waste** Pg.21

That Council receive for discussion the report provided by CAO Williams regarding accepting septic waste.

**8. Policy Development & Review - NIL**

**9. Bylaw Review & Development**

- (1) Building Design Guidelines Bylaw #716, 2020** Pg.25

That Council discuss the proposed "*Building Design Guidelines Bylaw #716, 2020*".

**10. Accounts Payable**

That Council receive for information the list of accounts payable cheques and electronic fund transfers from February 21, 2020 to March 5, 2020 totaling \$56,851.25. Pg.63

**11. Correspondence Requiring a Council Decision**

- (1) RDCK Re: Letter of Consent Bylaw #2707** Pg.65

That Council support the letter of consent for the "*Kootenay Lake West Transit Service Amendment Bylaw #2707, 2020*".

- (2) City of Abbotsford Re: Development Cost Charges (DCC) Bylaw and Ministry of Transportation and Infrastructure (MOTI) Infrastructure - #012** Pg.69

That Council approve the request of the City of Abbotsford to provide a favourable consideration and support for the Development Cost Charges (DCC) Bylaw and Ministry of Transportation and Infrastructure (MOTI) Infrastructure by submitting a letter to the Union of BC Municipalities.

- (3) City of Abbotsford Re: Continued Expansion of Trans Canada Hwy #1 - #013** Pg.71

That Council approve the request of the City of Abbotsford to provide a favourable consideration and support for the continued expansion of Trans Canada Hwy #1 by submitting a letter to the Union of BC Municipalities.

- (4) Salmo Curling Center Re: Salmo Ladies Bonspiel Prize Donation Request - #016** Pg.73

That Council approve the request to provide two hooded Salmo Dinner Jackets to the Salmo Ladies Curling Club in support of their Annual Ladies Bonspiel occurring March 13-15, 2020, the cost of which will come from the grant-in-aid budget.

**12. Correspondence for Information Only**

That Council receive for information the following correspondence from:

- (1) Recycling Council of BC Re: 46<sup>th</sup> Annual Conference on Circular Economy June 10-12, 2020 in Whistler, BC - #014** Pg.75
- (2) Forest Enhancement Society of BC Re: Accomplishments Update** Pg.77
- (3) Salmo Valley Volunteer Long Service Award** Pg.79

**13. Member Reports & Inquiries**

- (1) Councillor Endersby**

(2) Councillor Heatlie

(3) Councillor Huser

(4) Councillor Segall

(5) Mayor Lockwood

That the verbal and written reports of Mayor and Council be received for information.

Pg.81

14. Public Question Period

15. Adjournment

*The next regularly scheduled Council meeting will be on March 24, 2020*







**DRAFT**

## The Corporation of the Village of Salmo

### REGULAR MEETING #04-20 MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held in Council Chambers located at 423 Davies Avenue on Tuesday, February 25, 2020 at 6:00 p.m.

**PRESENT:** Mayor Diana Lockwood                      CAO Anne Williams  
Councillor Jonathon Heatlie                      CFO Colin McClure  
Councillor Jacquie Huser                      Members of the Public - 3  
Councillor Farrell Segall

**REGRETS:** Councillor Endersby

**CALL TO ORDER:** The Mayor called the meeting to order at 6:00 p.m.

**AGENDA:**  
R1-04-20                      Moved and seconded, that the draft agenda of Regular Meeting #04-20 of Tuesday, February 25, 2020 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to include a Budget Discussion section, New Business section, and a Public Question period.

Carried.

**DELEGATIONS:**                      NIL

**BUDGET DISCUSSION:**  
  
CFO McClure went through the draft budget with Council, discussing various project options and funding. A few projects have been deferred to the next year. Clarification was also given on variances in the budget from 2019 to 2020.

**PUBLIC QUESTION:**  
HENRY HUSER                      Mr. Huser asked about taxes on the Rogers satellite tower. He stated that he was informed that both Rogers and Telus are supposed to pay a tax for the structure. CFO McClure is going to look into it.

**BUDGET DISCUSSION**  
R2-4-20                      Moved and seconded, that Council receive for information the draft budget as discussed.

Carried.

**DEPARTURE**                      CFO McClure departed at 8:03 p.m.

**MINUTES:**  
R3-04-20                      Moved and seconded, that the draft minutes of the Regular Meeting #03-20 of Tuesday, February 11, 2020 be adopted as presented.

**REGULAR MEETING**  
#03-20                      Carried.  
February 11, 2020

R4-04-20  
SPECIAL MEETING  
February 11, 2020

Moved and seconded, that the draft minutes of the Special Meeting of Thursday, February 13, 2020 be adopted as presented.

Carried.

**NEW BUSINESS:**

R5-04-20  
NOTICE OF MOTION:  
AKBLG April 23, 24 25 –  
RADIUM & LGMA  
Kimberley

Moved and seconded, that Mayor Lockwood attend the 2020 AKBLG and CAO Williams attend the LGMA in Kimberley.

Carried.

**REFERRALS FROM  
DELEGATIONS:**

NIL

**REFERRALS FROM PRIOR  
MEETINGS:**

NIL

**OPERATIONAL REPORTS:**

R6-04-20  
CIVIC WORKS

Moved and seconded, that Council receive for information the written report provided by Civic Works Foreman Fred Paton for the period of November 22, 2019 to February 20, 2020.

Carried.

R7-04-20  
FIRE DEPARTMENT

Moved and seconded, that Council receive for information the written report dated February 1, 2020 provided by Fire Chief David Hearn for the period of November 2019 to January 2020 and the AGM report dated December 31, 2019.

Carried.

R8-04-20  
BYLAW ENFORCEMENT

Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of November 2019 to January 2020.

Carried.

R9-04-20  
ADMINISTRATION

Moved and seconded, that Council receive for information the written report dated February 21, 2020 as presented by CAO Williams.

Carried.

STRATEGIC PLAN

NIL

**FINANCIAL REPORTS:**

R10-04-20  
ACCOUNTS PAYABLE

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from February 7, 2020 to February 20, 2020 totaling \$192,948.42.

Carried.

R11-04-20  
TREASURER'S REPORT

Moved and seconded, that Council receive for information the Treasurer's Report for January 2020.

Carried.

**CORRESPONDENCE  
REQUIRING A COUNCIL**

**DECISION:**

R12-04-20  
PARK RESERVATION  
REQUEST: SALMO GREEN  
DREAM - #006

Moved and seconded, that Council provide permission in writing to Salmo Green Dream allowing approximately twenty vendors to participate in the Earth Day event as per Section 4.6 of the *"Village of Salmo Parks & Publicly Owned Spaces Regulations Bylaw #700, 2019"*.

Carried.

R13-04-20  
GRANT-IN-AID REQUEST:  
SALMO & DISTRICT  
HEALTHCARE AUXILIARY  
SOCIETY - #007

Moved and seconded, that Council approve the grant-in-aid request of up to \$297.50 by the Salmo & District Healthcare Auxiliary Society for assistance with the removal and disposal of unwanted thrift store items.

Tabled to March 10, 2020.

R14-04-20  
CITY OF PORT MOODY RE:  
SUPPORTING UNIVERSAL  
NATIONAL PHARMACARE  
- #008

Moved and seconded, that Council write to the Minister of Health to support the creation of a National Pharmacare Program for all Canadians, using the same template as the City of Port Moody.

Carried.

R15-04-20  
GRANT-IN-AID REQUEST:  
ZONE 6 B.C. SENIOR  
GAMES - #009

Moved and seconded, that Council approve the grant-in-aid request of \$300 of the Zone 6 B.C. Senior Games to assist seniors in attending the 2020 55+ Games to be held in Richmond, B.C. from September 15-19, 2020.

Carried.

R16-04-20  
GRANT-IN-AID REQUEST:  
SALMO RCMP - #010

Moved and seconded, that Council approve the grant-in-aid request of \$300 to assist the local RCMP detachment to obtain gym equipment and a BBQ for community engagement events.

Carried.

**CORRESPONDENCE FOR  
INFORMATION ONLY:**

Moved and seconded, that Council receive for information the following correspondence from:

- (1) Ministry of Public Safety & Solicitor General Re: Emergency Support Services Modernization - #011

Carried.

**MEMBER REPORTS &  
INQUIRIES:**

COUNCILLOR HEATLIE

Councillor Heatlie had nothing to report.

COUNCILLOR HUSER

Councillor Huser reported:

- That the Cemetery Working group is working on pricing for the wall.
- She is currently reviewing the Building Design Guidelines bylaw.



**COUNCILLOR SEGALL**

Councillor Segall reported:

- That he attended the Chamber of Commerce meeting on March 9<sup>th</sup> and he would like some Salmo pins for them to distribute. CAO Williams will look into ordering more and pins for Salmo's 75<sup>th</sup> anniversary next year.
- He is attending the BC Economic Development convention in Kelowna in a couple of weeks and he would like to offer something for a silent auction.
- See Appendix A.

**MAYOR LOCKWOOD**

See Appendix B.

**R17-04-20  
WRITTEN AND VERBAL  
REPORTS OF MAYOR AND  
COUNCIL**

Moved and seconded, that the verbal and written reports of Mayor and Council be received for information.

Carried.

**PUBLIC QUESTION**

**PERIOD:**

**LYALL STREET**

Mr. Street asked about the dogs and licenses - Is there any way to monitor how the bags are used at Springboard Park? Mayor Lockwood noted that the bags are used but there is no way to know what they are using them for. He also mentioned that the RCMP grant request is great and mentioned his own youth where the police did participate with children.

**ADJOURNMENT:**

**R18-04-20**

Moved, that the meeting be adjourned at 9:23 p.m.

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, February 25, 2020.

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Mayor

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Chief Administrative Officer

## **Appendix A - Councillor Reports**

**February 25, 2020**

### **Councillor Segall:**

Investigated some options in anticipation of the investigation of alternative Fire truck location

Planning to attend Chamber of Commerce meeting – rescheduled to 24th February





## **Appendix B**

**Mayor's Report January 10, 2020 – February 7, 2020**

**February 11, 2020 Council Meeting**

**Village Report – Nil at this time**

**Directors Report**

**January 15 – Joint Resource Recovery Committee**

- Request for Standing Offer to provide professional engineering and environmental consulting services for Resource Recovery.
- The RDCK is currently updating its 2012 Resource Recovery Plan in three phases –
  - 1<sup>st</sup> phase establish an advisory committee, assess existing system, community survey and web page.
  - 2<sup>nd</sup> phase consider options for the future – waste diversion, residual waste, policy & regulations, financing and establish tools for community access and input.
  - 3<sup>rd</sup> phase obtain community feedback on preferred options and finalize plan update.

The 1<sup>st</sup> phase is complete, and this work was done by RDCK staff. The 2<sup>nd</sup> phase entails a review of options to address the region's future solid waste management needs and the selection of preferred options.

The draft goals for the update are continuing to strive for zero waste, reduce improper disposal and waste management practices, including illegal dumping and contamination of resource streams, increase collaboration with community partners, achieve financial sustainability, support the development for local solutions.

The 3<sup>rd</sup> phase will consist of a community and stakeholders consultation process to obtain input on the selected options.

The RDCK Board has decided to have separate recycling bins for Industrial, Commercial and Institutional (ICI) sector cardboard at the depots that are believed to have a significant use by the local ICI sector. Salmo is one of those depots. Recycle BC has decided not to accept ICI due to market prices, but we are still working on a way to redefine this problem.

- Establish organic waste processing facilities at the Central and Creston Landfills for residential and ICI food waste. With all the expectations there will have to be new hires for the enclosed depots. With hopes of a \$2,484,700 million grant the Central landfill

composting facility will cost us \$801,000 for capital and \$305,000 for operating as just two costs. There are multiple additional costs to be added to this.

#### **January 17 -- RDCK Board Meeting**

- We had a delegation from Nelson's Cannabis Lets Get it Right Forum explaining that they would like support to be able to open a place that gives people a place to share products without judgement.
- I have been reappointed to the West Kootenay Transit Committee
- Letter of support was sent to the Columbia Basin Broadband Corporation for the application to the Connecting BC and Canadian Radio-television and Telecommunications Commission Broadband Fund programs which excludes Salmo, but we are working on rectifying that.
- Our representative for CBT, Larry Binks, gave us an update about the new programs coming out and that the RDCK receives the largest chunk of money to put back into our communities.



**DRAFT**

## The Corporation of the Village of Salmo

### **SPECIAL MEETING MARCH 3, 2020 MINUTES**

Minutes of the Special Meeting of the Council of the Village of Salmo held in the Council Chamber located at 423 Davies Avenue on Tuesday, March 3, 2020 at 6:00 p.m.

**PRESENT:** Mayor Diana Lockwood Councillor Farrell Segall  
Councillor Endersby CAO Anne Williams  
Councillor Heatlie Members of the Public - 0  
Councillor Jacquie Huser

**CALL TO ORDER:** The Mayor called the meeting to order at 6:00 p.m.

**AGENDA:**  
R1-0303-20 Moved and seconded, that the draft agenda of Special Meeting of Tuesday, March 3, 2020 be adopted as presented.  
Carried.

**DISCUSSION:**  
2020 BUDGET Council discussed the proposed capital budgets for various projects and decided which ones to keep. The approved capital projects are shown in the spreadsheet attached to and forming part of the minutes.

**PUBLIC QUESTION PERIOD:** NIL

**IN CAMERA RESOLUTION:** Moved and seconded, that the meeting be closed to the public under Sections 90(1)(c) of the *Community Charter*.

**RECONVENE OPEN MEETING:** The Regular Council meeting was reconvened at 9:09 p.m.

**ADJOURNMENT:** Moved that the meeting be adjourned at 9:10 p.m..

I hereby certify the preceding to be a true and correct account of the Special Meeting of Council held on Tuesday, March 3, 2020.

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Mayor

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Chief Administrative Officer





**Capital Upgrades & Budget Summary of Requests 2020 v3**

Note: All items are shown in the budget unless otherwise noted.

Item #	Budget Line #	Account #	Project	Grant Rec'd	Other Funder	Village	Total Cost	Location	Comments	Council Decisions @ Meeting March 3, 2020	Additional Comments
1	275	10-22-1000-450	Capital & Major Maintenance Projects								
			Firehall equipment	0	15,000	10,000	25,000	Fire Service	Turnout gear & hoses - use \$15K from reserve	approved	
2	279	10-22-1000-600	Hall Maintenance (Fire Hall)	0	0	15,000	15,000	Fire Hall	Ambulance Bay roof repair - leaking, must repair	approved	
3	319	10-22-8200-501	Contract Services - Flood Control	75,000	0	25,000	100,000	Flood Mapping	\$75K balance of Flood Mapping (see revenues) \$20K engineer & heavy equip rental & tree & stump removal for Erie Creek.	Increased Erie Creek work to \$25K & approved	possible insurance claim? Or CD funds from RDCK
4	377	10-23-2300-402	Parts Trackless #2	0	0	10,000	10,000	CW Equip	Sander for trackless - will fit both machines	Clarify why needed	
5	494	10-23-3300-501	Contract Services - Sidewalks	0	0	25,000	25,000	Sidewalks	Repair/Replace dangerous sidewalks - eg. Railway, Davies	approved	
6	579	10-25-1000-301	Materials & Supplies - Cemetery	0	0	10,000	10,000	Cemetery	Cemetery memorial wall & bench Project, & maybe incl. incl. 4 benches @ \$1500 each approx	approved - whether or not it will include benches or be all for the wall TBD by the Working Group	possibly CD funds? from reserve fund
7	586	10-25-2000-501	3rd Party Charges Wellness Centre	0	0	5,000	5,000	Wellness Ctr	Wellness Centre Hot water Tank replacement & panel repairs	complete	
8	591	10-26-1500-100	General Expenditures - Community Develop	37,000	0	3,000	40,000	Heritage Proj.	\$5K ea - should it be act 10-29-1029-501?	approved	
9	591	10-26-1500-100	General Expenditures - Community Develop	10,159	10,000	4,841	25,000	Art Wall & fence	Heritage Mining Project - benches & garbage bins \$2K, Admin \$1K, grant includes 2 benches \$3K	approved	
10		10-29-0000-000	Generator Building (Sayward Well)	0	0	15,000	15,000	Sayward Well	Art Wall portion covered by grant, bal wood for fence, gates & Village labour	approved	RDCK may be paying for some of the fence & gates
11	728	10-29-1006-501	Material & supplies - Waste Containers	0	10,000	0	10,000	Recycling	Housing for generator from Lift Stn - bal of project not finished in 2019	approved	
12	736	10-29-1013-301	Firehall Upgrades	0	0	45,000	45,000	Fire Hall	concrete pads for recycle bins	approved	RDCK may be paying
13	747	10-29-1013-501	Firehall Upgrades - equipment-revenues	0	0	0	0	Fire Hall	upper floor, deck repair, drains & grates	RDCK total for fire hall improvements - deck & stairs, 10 to decide which of the other work to do this year	
14	745	10-29-1016-501	Paving	0	0	30,000	30,000	Road Paving	floor install, concrete cutting; need drainage channels under trucks FH & ambulance	approved	
15	753	10-29-1023-301	Lion's Park Bathroom	32,397	0	12,603	45,000	Lions Park	patching - gas tax (diff than pothole filling)	approved - but may be rolled into recycling bldg changes	
16	757	10-29-1024-501	Shop Maintenance/Upgrades (Carport Enclosure)	0	0	100,000	100,000	Shop	New Public toilet & park beautification for park users, Village labour & equip	approved and increased to \$100K - WTS in process of determining which building should be done - shop, changes to Fire Hall, build new small fire/ambulance, or re-amp recycle bldg	gas tax?
17	765	10-29-1029-501	Contract Services	0	0	75,000	75,000	Recycling	enclose current car port to increase security & provide more indoor equipment storage, incl's turnace, emergency lighting	Getting cost of electrical work as well, per the Electrical Inspector's requirements before	gas tax? Reserve fund or possibly a grant
18	769	10-29-1037-501	Contract services - KP Park	207,000	0	100,000	307,000	KP Park	Recycling bldg, 1st round Repair structure - as per inspection	Increased to \$300K so it can be built in time for 75th Anniversary	may be able to get planning grant
19	828	11-24-4000-301	Materials & Supplies	0	0	13,000	13,000	Sayward Well	KP concession planning & design, build checking for grant to cover	Approved	
20	854	11-29-2000-100	Reservoir Fence	0	0	0	0	Reservoir	\$5K ea electric & gas Sayward generator install, \$3K misc. - balance of project started 2019	Approved	
				354,556	35,000	498,444	888,000		for security (carry forward from 2019)	Approved for 2021	



DATE Feb. 10/20

NO 007 TO MFC-Feb 25/20

FILE NO 0230-20/1850-20



## The Corporation of the Village of Salmo

VILLAGE OF SALMO

P.O. Box 1000  
Salmo, British Columbia V0G 1Z0  
www.salmo.ca

Phone: (250) 357-9433  
Fax: (250) 357-9633  
Email: [info@salmo.ca](mailto:info@salmo.ca)

### GRANT-IN-AID APPLICATION FORM

Policy F-006

#### Part A: Applicant or Designate

Name of Organization: Salmo and District Healthcare Auxiliary Society

Address/Phone #: Box 842, Salmo salmohealthcareauxiliary@gmail.com

Contact Person: Judi Corzetto

Address/Phone #: 250 357 2147 cozzytos@gmail.com

#### Part B: About the Applicant

Are the funds being requested for a non-profit organization in the Salmo Valley? YES

How will this project benefit the people of Salmo? The semi-annual changeover at the Salmo Thrift Store provides "new" seasonal wear for customers

Is a proportionate request being made to other local governments? No

Has your group initiated other activities to raise funds (excluding appeals for grants?) No

If so, please list those activities:

#### Part C: About the Application

Date requested: 25 March 2020

Briefly describe the purpose for which you are requesting this grant:

We are requesting the Village provide the use of a pick-up truck and one to two Village employees to remove the items that have been unsalable, <sup>at the Thrift Store</sup> and take them to the landfill. Estimated one to one and a half hours x 2 employees, vehicle use, we request the waiving of tipping fees as well

Amount of grant requested: \$150<sup>00</sup> to \$200<sup>00</sup>

(Except under extraordinary circumstances, no grant-in-aid shall exceed \$300.)

Amount of Village labour, equipment and supplies requested:

One to one and a half hours x 2 employees; use of Village vehicle; waiving of tipping fees



**SALMO & DISTRICT HEALTHCARE AUXILIARY**

**Grant-In-Aid**

**ANITICPATED BUDGET CLEANUP - March 25, 2020**

**Requested:** 1 ½ hours of Civic Works Crew, Village truck plus dumping fees depending on time and dumping location.

Dump Truck @ \$65/hr	=	\$97.50
Labourer x 2 @ \$50/hr	=	\$100.00
Dumping Fees	=	\$100.00

The total estimated cost of this grant-in-aid request is **\$297.50**

Dumping fee receipts will be submitted and paid for by the Village.



# The Corporation of the Village of Salmo

P.O. Box 1000  
Salmo, BC V0G 1Z0  
[www.salmo.ca](http://www.salmo.ca)

Phone: (250) 357-9433  
Fax: (250) 357-9633  
Email: [info@salmo.ca](mailto:info@salmo.ca)

Date of Report:	March 6, 2020
To:	SALMO VILLAGE COUNCIL
From:	Building Inspector Graeme Wood
Subject:	NOTICE ON TITLE REPORT
Registered Owners:	Curtis & Antonia Richens
Roll #:	96.000
Civic Address:	518 Davies Avenue, Salmo B.C. V0G 1Z0
Legal Description:	Lot 13, Block 6, DL 206A, PLAN 622
Zoning:	RM-1 Multi-Family Residential

## RECOMMENDATION:

The Chief Administrative Officer be directed to file a Notice at the Land Title Office stating that that a resolution has been made under Section 57 of the *Community Charter* by the Corporation of the Village of Salmo relating to land legally described as Lot: **13** DL: **206A** Block: **6** PLAN: **622** PID: **006-192-211** and that further information respecting the resolution may be inspected at the office of the Corporation of the Village of Salmo on normal working days during regular office hours.

## SUMMARY:

2015	Owners applied for a building permit for an addition but were advised that the current home is non-conforming and already not meeting setbacks/lot coverage therefore they were not able to proceed. Building Inspector did suggest an alternate plan of building upwards, but owners did not want to.
June 17 2019	Realtor called the Village because he was representing the buyer of this home and the buyer was given a disclosure stating that structures built on the property were built without valid building permits.
July 11 2019	Letter was mailed to the owners advising them that the Village is aware that they had presented a potential buyer with a disclosure stating that structures were built on the property without valid building permits. Also advised the owners that the Village is concerned that the new structures do not meet the required setbacks and that they have



exceeded the maximum lot coverage.

August 23 2018	The owners requested a variance which would allow them to keep the illegal structures.
August 29 2019	The Village mailed the owners a letter declining the request for a variance as this is not a hardship. The owners were aware from attempting to get a building permit in 2015 that they were non-conforming and not allowed to make any changes that would make them have further issues.
September 16 2019	Village returned the cheque for variance request.
December 9 2019	Village sent follow-up letter informing the owners that they have until January 30, 2020 to remove the illegal structures.
December 17 2019	Owners emailed the Village regarding removing the illegal structures and requested an extension to do so.
December 18 2019	Village responded via email declining the request for an extension and informing owners that the Village will be moving ahead with registering a Notice on Title. (This is in order to protect the Village's liability.)
February 12 2020	Letter was mailed to the owners advising them that the Village intends to file a Notice on Title on their non-conforming residence. The letter invited them to attend the March 10/20 meeting to address this matter.
March 6 2020	As of March 2020, no action has been taken by the owners to rectify this issue.

#### **POLICY CONSIDERATIONS:**

This contravenes subsection 6.1 of Building Bylaw No. 618, commencing construction without a valid building permit. Registering a Notice on Title is an action taken to identify that the property owner has been made aware of the bylaw contravention involving health and safety issues with the building. The intent is to absolve the Corporation of the Village of Salmo of liability arising out of injury or loss related to these issues.

#### **FINANCIAL CONSIDERATIONS:**

As per Building Bylaw #618 the owners of the land may be subject to penalties and would likely be held responsible for all costs incurred by the Corporation of the Village of Salmo in resolving this matter. The owner of the property will be subject to additional charges from BC Land Titles when removing the Notice on Title.

#### **ENVIRONMENTAL CONSIDERATIONS:**

There are concerns with the structures not meeting the fire setbacks requirements as per BC Building Code.

Respectfully submitted,  
Graeme Wood  
Building Official, Regional District of Central Kootenay



# The Corporation of the Village of Salmo

## REPORT TO COUNCIL

**DATE:** March 5, 2020  
**SUBMITTED BY:** Anne Williams, Chief Administrative Officer  
**SUBJECT:** Accepting Sewage Waste at the WWTP for an Outside Source

### Background

The RDCK is looking at the way waste (septage) from sewage trucks is handled in the region and is considering not accepting it at their current transfer stations and looking at alternative solutions such as increasing plant size and capacity in Castlegar and other locations.

We have a virtually new waste treatment plant that is running well below capacity.

In view of the possible upcoming changes, the Village has been approached by local Septic hauler Steve Bengert, owner of Beaver Septic, to see if the Village would be interested in and able to accept truck loads of sewage into our system for processing.

In consideration of whether or not a pilot project would be viable, I discussed it with Fred Paton and posed several questions to our main WWTP operator, Denny Hleucka, who has been overseeing and working on the upgrade project to see if accepting loads of waste would be an option for us. Questions asked and answers provided along with other relevant information are as follows:

1. **How many truck loads a week would we be looking at? Volume wise, how would that impact our system? Would we need to limit the number of truck loads?**

We are looking at a pilot project starting with no more than two loads a week for a period of up to one month (or longer) to see how it goes and then gradually increasing the number of loads. Maximum, if we were accepting his full customer load, would be 1-2, maybe 3, loads a day. Any haulage that Beaver Septic feels might have questionable material in it would be hauled to the RDCK's Ootischenia site, which affects taxpayers in the end.

Following is a calculation against plant capacity (1 m<sup>3</sup> = 219.96 imp. gallons):

Waste Volume from Septic Hauling					05-Mar-20		
Litres/Load	Loads /Wk	Litres Per Wk	Cubic Metres (m <sup>3</sup> )/Wk	m <sup>3</sup> Per Year	*Daily Plant Capacity m <sup>3</sup>	Weekly Plant Capacity m <sup>3</sup>	Yearly Plant Capacity m <sup>3</sup>
6057	2	12,114	55	2,864	500	3,500	182,000
3785	2	7,570	34	1,790	500		
3038	2	6,076	28	1,436	500		
6057	5	30,285	138	7,160	500		
3785	5	18,925	86	4,474	500		
3038	5	15,190	69	3,591	500		
6057	10	60,570	275	14,319	500		
3785	10	37,850	172	8,948	500		
3038	10	30,380	138	7,182	500		

\*Nominal hydraulic capacity for the WTP at average day flow 500 m<sup>3</sup>/d



Staff are absolutely confident we should have no problem handling any of these amounts.

This year we billed 533 customers for sewer utilities. With waste treatment plant capacity at 500 m<sup>3</sup> (500,000 litres) per day, each customer would have to produce 938 litres (.94 m<sup>3</sup>, 206.3 gallons) per day to reach plant capacity. That's a very large amount of sewage per user.

In a home with older toilets, an average flush uses about 13.6 liters (3.6 gallons), and the daily use is estimated at 71.2 liters (18.8 gallons) per person per day. In a home with ultra-low-flow (ULF) toilets, with an average flush volume of 6 liters (1.6 gallons) the daily use averages 34.4 litres (9.1) per person per day. As an example, to create 938 litres of waste water per day you would have to flush an older toilet 69 times a day and a new low flush one 156 times.

- 2. What is the difference between the raw sewage coming from the Village through our infrastructure system and the more concentrated product from a septic pump? Exactly how does the more concentrated septic stuff impact our system? Do you anticipate that it will create any odour problem over and above normal?**

Sewage from a septic system is already partially "digested". It is a bit more concentrated but as the amounts are not large it will quickly mingle with the rest and not impact processing as it has a jump start. There should be no impact on odour.

- 3. Knowing that Shambhala is a customer, how would their waste be handled?**

As Beaver Septic includes Shambhala as one of their customers, they are included in the calculations. Shambhala has its own sewage system and handles much of their own waste, the rest gets pumped out once or twice a week over a period of approximately 5 months a year. Therefore, once the pilot is running at normal capacity, we would expect 1-2 of the loads per week to be waste from Shambhala. It would be treated the same as other pump-outs.

- 4. How do we keep track of how many trucks are dumped in? We don't have someone there all the time.**

There will be someone there at the plant with him to monitor the process and assist if needed. We would do a log book for him and bill once or twice a month.

I am advised that Steve is the only person the RDCK has trusted with his own key to the transfer station. He is known as an honourable man. We could eventually look at an honour system in addition to a log book. As an extra precaution, we can also point a security camera at the access to keep track.

- 5. How would it be dumped into our system? Via an existing port of some sort that has a basket/filter that would catch bigger things that we would not want to damage our system. What's it called and how does work? What happens if there is no staff there and there is something blocking the basket and the sewage is still pumping out of the truck? Will it overflow on the ground or something? How do we ensure that a) it does what it's supposed to do, and b) that we don't have any spillovers?**

We would create and use a deep, removeable extruded steel mesh catch basket that fits in the effluent trough. The hose from the truck would be placed with the nozzle at the very bottom and secured in place with either a clamp or some other method to prevent it from jumping about or up and out. The basket also would overlap the edges of the trough to prevent spillage. The waste is 98% water, 2% solids and should easily pass through the basket, while any unwanted items (which would be unusual to have, but there is the occasional item) would be captured by the basket.

The truck operator will always remain by the trough to oversee what's happening and be able to stop the discharge if needed to remove any obstruction. One of our operators will also be there for the dumps to ensure everything is working as planned and that there is no danger of spillage or unwanted items entering the plant.

The basket will be designed to prevent overflow/spills and will work in combination with the human supervision.

**6. What are the current tipping fees at the dump for sewage?**

Currently all septic pump-out waste is taken to one of the local transfer stations and dumped out. Tipping fees are between \$150-\$200 per load depending on weight/how full the truck is. The truck's capacity is 1,600 gallons but is typically filled only to 800-1,000 gallons. Other municipalities charge by the cubic meter. We could bill either by the load or by the cubic meter.

For the Village, the revenue amount could be a significant source of revenue. Following is a rough estimate based on slightly lower tipping fees than the RDCK. We could also set them at the same rate. I've used a 50-week year, assuming he takes a vacation at some point. We could also set the rate at per cubic meter

Estimated Potential Revenue										
		Charge per load				If charged per m <sup>3</sup>				
Litres/Load	m <sup>3</sup>	Loads/Wk	\$/load	Total/Wk	Total/Yr (50 wks)		\$/m <sup>3</sup>		Total/Wk	Total/Yr (50 wks)
<b>Start-up</b>										
6057	7.27	2	175	\$350	\$17,500	or,	\$45	15	\$654	\$32,715
3785	4.55	2	150	\$300	\$15,000	or,	\$45	9	\$410	\$20,475
3038	3.64	2	140	\$280	\$14,000		\$45	7	\$328	\$16,380
<b>Total Loads/Wk</b>		<b>2</b>								
<b>Daily - 1 load</b>										
6057	7.27	0	175	\$0	\$0		\$45	0	\$0	\$0
3785	4.55	3	150	\$450	\$22,500		\$45	14	\$614	\$30,713
3038	3.64	2	140	\$280	\$14,000		\$45	7	\$328	\$16,380
<b>Total Loads/Wk</b>		<b>5</b>			<b>\$36,500</b>					<b>\$47,093</b>
<b>Daily 2 - loads</b>										
6057	7.27	2	175	\$350	\$17,500		\$45	15	\$654	\$32,715
3785	4.55	5	150	\$750	\$37,500		\$45	23	\$1,024	\$51,188
3038	3.64	3	140	\$420	\$21,000		\$45	11	\$491	\$24,570
<b>Total Loads/WK</b>		<b>10</b>			<b>\$76,000</b>					<b>\$108,473</b>

**7. Do you know of any other community that accepts waste directly from such trucks that we could contact and ask about how that has worked for them and any lessons they learned/things we should know?**

Yes. Several BC municipalities do this.

Were we to extend this service to other haulers we would need to ensure that we don't set the rates too low. Kamloops did, with the result that haulers were coming from all over the Thompson-Okanagan and Fraser Valley regions to dump at their facility.



<https://www.kamloopsthisweek.com/news/kamloops-set-to-raise-cost-of-bringing-septic-waste-to-city-1.23813640>

Kamloops was charging \$20.21 per cubic metre (1,000 litres) and now charges \$50/m<sup>3</sup>. Vancouver charges \$61.30, Nanaimo charges \$50.60, the Regional District of Central Okanagan charges \$47.27 and Penticton charges \$36.

We could contact these municipalities.

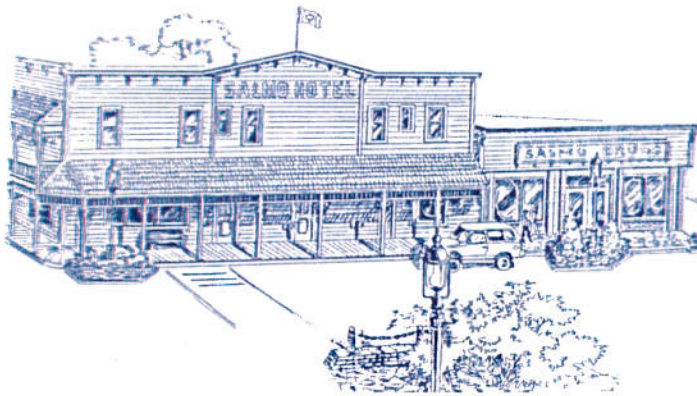
I checked with Nelson. They decided that as they cannot be sure that their haulers might be hauling industrial waste from local industry in with the regular septic, they cannot take it. That is not an issue for us. We would only be dealing with one hauler, and, as previously noted, any waste that Beaver Septic is suspicious of would be taken to the landfill instead. This would also be a contract provision.

**8. What else do we need to consider?**

The RDCK bans certain materials or special wastes (dangerous and hazardous wastes) that could potentially harm the environment or endanger the safety of the waste disposal facility workers or the public. **Liquid waste such as paint, motor oil and other liquids are banned from RDCK waste disposal and recycling facilities.** These materials are also banned from our sewage system and would be banned by the septage hauler.



# The Village of **SALMO**



## **Building Design Guidelines**

Downtown Revitalization Development Permit Area (DPA 2)

**Village of Salmo Bylaw 716, 2020**





THE CORPORATION OF THE VILLAGE OF SALMO

BYLAW # 716

A BYLAW TO REGULATE BUILDING DESIGN IN THE DOWNTOWN REVITALIZATION  
DEVELOPMENT PERMIT AREA (DPA 2)

WHEREAS Part 14, Division 5, Section 479 (1) through (5) of the *Local Government Act* authorizes Council to enact regulations in relation to the size and dimensions of buildings and other structures, and

WHEREAS Council has determined that the Village of Salmo Official Community Plan Bylaw number 687, 2020 establishes a Downtown Revitalization Development Permit Area (DPA 2);

NOW THEREFORE the Council of the Village of Salmo, in open general meeting assembled, enacts as follows:

1. This Bylaw shall be cited as "*Building Design Guidelines Bylaw #716 (2020)*".
2. The following schedules attached hereto are hereby made part of this bylaw and adopted as the Building Design Guidelines Bylaw #716 for the Village of Salmo:
  - (a) Schedule A – Downtown Revitalization Development Permit Area Map as established in the Official Community Plan Bylaw #687.
  - (b) Schedule B - Building Design Guidelines.
3. Severability: If any section, subsection, sentence, clause, definition, or phrase of this bylaw is held to be invalid by a Court of competent jurisdiction, such invalidity shall not affect the remaining portions of the bylaw.
4. This Bylaw repeals and replaces the Design Guidelines cited as part of the "Village of Salmo Official Community Plan By-Law No. 488, 2001" and amendments thereto as it applies to the Village of Salmo.
5. Effective Date: This bylaw comes into full force and effect and is binding on all persons as and from the date of adoption.

READ A FIRST TIME THIS	DAY OF	, 2020
READ A SECOND TIME THIS	DAY OF	, 2020
READ A THIRD TIME THIS	DAY OF	, 2020
READ A FOURTH TIME AND ADOPTED THIS	DAY OF	, 2020

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Mayor

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Chief Administrative Officer



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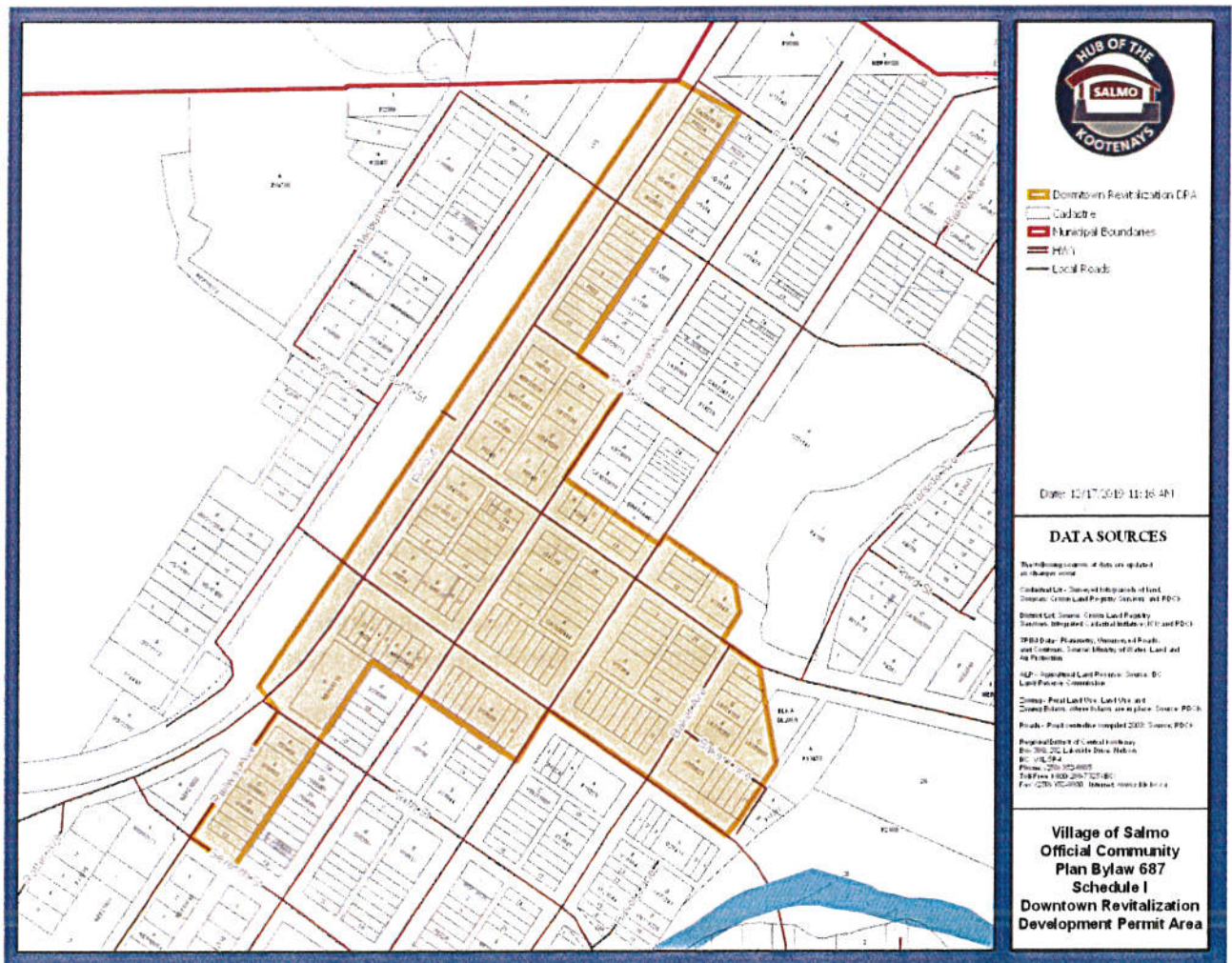
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# BYLAW #716 2020, SCHEDULE A

## DOWNTOWN REVITALIZATION DEVELOPMENT PERMIT AREA MAP





# Village of Salmo Downtown Revitalization Development Permit Area (DPA 2)

## BYLAW #716 2020, SCHEDULE B

### INTRODUCTION

#### Building Design Overview

The downtown core houses the most important commercial area in the Village in addition to a variety of residences. The visual impression provided by this area helps shape the community's identity. It is also important from an economic development perspective to provide a strong, cohesive, positive image to villagers, area residents and tourists travelling Hwy.#6. By describing and illustrating the Village of Salmo's approved design expectations for the *Downtown Revitalization Permit Area (DPA 2)* these *Building Design Guidelines* assist in the difficult task of implementing and regulating quality revitalization design.

It is Council's objective to continue to:

- a) Develop continuity and an overall improvement of the presentation of downtown Salmo, while still providing flexibility for original and inspired design, as stipulated in the OCP; and
- b) Enhance the quality, character and image of Salmo's downtown.

Salmo's *Building Design Guidelines* contribute to a co-ordinated, comprehensive approach to achieving the Village's objective of upgrading the commercial core and strengthening the core as the focal point of the community.

#### Official Community Plan

Incorporation of the Guidelines into the Village's Official Community Plan (OCP) Bylaw #687 gives a consistent, impartial framework for all design review decisions. These *Building*

*Design Guidelines* provide the standards by which applications are reviewed.

The Village of Salmo *Building Design Guidelines* have been tailored to the needs of DPA 2.

These guidelines are intended to be an aid to property owners, merchants and developers within the designated area, who are wishing to create attractive building exteriors. The guidelines outline the design principles at work in Salmo and assist developers to use appropriate architectural standards and design principles when designing new, or revitalizing old, storefronts. These *Building Design Guidelines* do not force the removal of existing facades.

#### The Permit Area

OCP Bylaw 687 'Schedule B' (see Schedule A of this bylaw) illustrates the location of Salmo's *Downtown Revitalization Development Permit Area (DPA 2)*, which is further described in the OCP. As detailed in the OCP other development permits may also be required.

#### Thematic Guidelines

Proposals for storefront renovation and new construction in the *Downtown Revitalization Development Permit Area (DPA 2)* should respect the Village of Salmo's "historic theme", which is:

***To recreate the look of the Village as it would have appeared as an active frontier community at the turn-of-the-century.***

The best sources of authentic design ideas are vintage photographs of Salmo, many of which are available at the Salmo Museum and the Salmo Valley Public Library. Through research of such sources, and creative application of the

*Building Design Guidelines*, it will be possible to achieve a cohesive period appearance that will benefit the people of Salmo and the local economy.

### **Jurisdictional Authority**

Any recommendations contained herein notwithstanding, it shall be understood that permit applications must satisfy requirements as set forth in the *BC Building Code* as enforced by the Building, Electrical and Fire Inspectors.

### **BC Energy Step Code**

The Province of British Columbia has committed to taking incremental steps to increase energy-efficiency requirements in the *BC Building Code* to make buildings net-zero energy ready by 2032. The *BC Energy Step Code*<sup>1</sup> - a part of the *BC Building Code* - supports that effort. The *BC Energy Step Code* is an optional compliance path in the *BC Building Code* that local governments may use, if they wish, to incentivize or require a level of energy efficiency in new construction that goes above and beyond the requirements of the *BC Building Code*. Builders may voluntarily use the *BC Energy Step Code* as a new compliance path for meeting the energy-efficiency requirements of the *BC Building Code*.

The Village supports the principles of the *BC Energy Step Code* and encourages following the Levels 1 to 3 *Step Code* requirements when building or refitting to maximize energy efficiency.

### **FireSmart**

The threat of fire from the surrounding wild forest lands to properties adjacent to such lands has prompted the establishment of special Wildfire Hazard design guidelines. The basic purpose of these guidelines is to control the combustible elements of both buildings and landscape in order to minimize the potential for

the spread of fire and the resultant destruction of property, and threat to life.

The recommendations contained in these Design Guidelines are based on the Provincial FireSmart program and literature and the Village of Salmo Fire Department recommendations.

The Village encourages property owners in all areas to use the "*BC Homeowners FireSmart Manual*", and other information from the BC Forest Service when building a home or business.

All property owners are encouraged to consider *FireSmart* building materials when renovating existing buildings and to follow recommendations in the *FireSmart Home Partners program*.

### **General Design Guidelines**

- (a) New and revitalized façade design must be consistent with the Revitalization design theme of "Historic". Acceptable design themes are:
  - i. Authentic renovation or restoration design of original historic facades.
  - ii. New or modern design with an Historic theme.
- (b) Design Character must be consistent in image with a historic Village design theme. Acceptable materials to achieve this consistent image include:
  - i. Horizontal wood or cement-fibre plank cladding or shingles (weathered, stained or painted).
  - ii. Masonry or stone veneer.
  - i. False fronts.
- (c) Building scale, height, form, materials, colors and details must be consistent with the historic image. Acceptable design features include:
  - i. Two-storey building heights.
  - ii. Gable, flat or stepped façade rooflines.

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<sup>1</sup> <http://energystepcode.ca/>



- iii. Weathered wood appearance (natural wood, stained wood, preferred to painted wood), masonry or stone.
  - iv. Wood canopies.
  - i. Signs should be complementary colours and lettered in Roman or Gothic styles.
- (d) In the case of new multi-unit residential structures, each residential unit must include usable outdoor space in the form of a private balcony or patio which reflects a minimum of 10% of the floor area of the unit and in no case shall be less than 5.6 m<sup>2</sup> (60 sq.ft.).
- (e) Landscaping shall be used to enhance the property, contribute towards energy conservation, water conservation and greenhouse gas reduction, and provide a buffer between adjacent land uses.
- i. Where possible, landscaping should also be used to screen parking and loading areas, on-site storage areas, mechanical equipment and garbage disposal areas from view of the street or adjacent residential or commercial properties.
  - ii. Screening should be provided when the development is adjacent to parcels used for residential purposes. Where a landscape screen is considered to be insufficient for protecting the privacy of an adjoining residence, an opaque fence should be installed along the lot line. Chain-link fences with privacy slats are discouraged.
  - iii. Garbage containers and recycling bins should be placed in an inconspicuous location with convenient access for the users and collectors. They should be totally enclosed by a fence or other approved structure.
  - iv. The site should be provided with landscaping in the following areas:
    - Along the property to the edge of roadways,
    - Between buildings and parking areas,
    - Along on-site access roads,
    - Along the sides of buildings, and
    - In other open space areas not required for parking, access roads or walkways.
  - v. Existing trees or landscapes should be incorporated into the site whenever possible.
  - vi. The landscaping components should be designed as part of a comprehensive landscaping plan that complements the building and surrounding areas.
  - vii. Where appropriate, development should include the planting of trees parallel to the street, alley or highway right-of-way. To help ensure proper growth, the trees should be protected from damage and be of an appropriate species considering relation to power lines. Deciduous trees are encouraged.
    - i. Consideration of compost facilities for multi-unit residential and commercial buildings.

### **Benches and Seating**

The Village shall provide benches and seating on retail and significant streets, the cemetery and in park areas. Benches and seating should be oriented to create social spaces and at intervals along streets and paths to provide a place to rest.

### **Waste & Recycling**

Waste and recycling receptacles shall be provided by the Village on retail streets, at designate locations around the Village, in parks and the cemetery by the Village and through the Village's memorial donations program.

Animal waste bags are provided by the Village in parks and at the Village office.

## SECTION A – ELEMENTS OF THE STREETScape

### 1. Style

(Plate 2) The key to creating an attractive downtown is to acknowledge the evolving architectural styles used in the community. In the case of Salmo, historic photographs should be used to ascertain the earliest facade motifs because the original commercial district was destroyed by fire in the early 1920s.

Photographs taken prior to this fire show that a system of wood planked walkways connected key structures. Most buildings were of the boomtown, false front variety. A notable exception was the Salmo Hotel, located at the corner of Railway Avenue and Fourth Street. The Salmo Hotel featured covered balconies, bay windows, and 'gingerbread' and stick-style ornamentation. The present Salmo Hotel is located at the same site and emulates the original building's design.

Style in the Downtown Revitalization Development Permit Area results from design principles used in the buildings of the streetscape. Architectural style, setback, scale, proportion, and pattern are design treatments that deserve careful consideration when planning revitalization or development activities. The goal is to create a downtown core with cohesive design characteristics that give it overall charm by reflecting the Village's historic past while artfully incorporating modern energy efficient and fire-resistant building practices.

### 2. General Environmental Considerations

Successful architecture must take into account various environmental forces. The geographical location of the Village of Salmo is continually subject to wind, rain, snow, and ice, and the

possible hazards of wildfire or flooding. These factors pose the following design and construction requirements:

#### (a) Wind

All hanging signs, awnings and canopies should be constructed with sufficient bracing to withstand wind velocities of .33 kPa

Note: For information regarding wind velocities please reference the *BC Building Code, Division B, Appendix C. Table 2, Nelson*<sup>2</sup> which is used as the closest available reference point for this document.

#### (b) Rain

Roofs, cornices, edges, canopies and other architectural elements exposed to precipitation, should be properly designed and flashed to carry water away from pedestrian pathways or human-use areas. Diversion should be sufficient to direct water to municipal drainage systems.

#### (c) Snow

Salmo is susceptible to heavy snowfall. Any building structure upon which snow accumulates (canopies, awnings, balcony roof forms) should be constructed in a manner conducive to spontaneous snow dump of accumulated loads into non-pedestrian or human-use areas. In cases where this is not possible, the design should consider the factors involved in physical removal of snow build-up when it approaches carrying limits.

#### (d) Ice

Repeated heating and cooling of snow loads can give rise to ice accumulations. Building design should therefore consider heat loss factors as a method of controlling ice build-up. Proper flashing should be accorded to areas subject to

<sup>2</sup> BC Building Code:  
[http://free.bcpublishings.ca/civix/document/id/public/bc/bc2018/bcbc\\_2018dbac](http://free.bcpublishings.ca/civix/document/id/public/bc/bc2018/bcbc_2018dbac)



ice accumulation; and walkways, entries, and other human-use areas should be designed with the aim of minimum potential ice build-up and efficient removal of accumulations that do occur.

(e) **Wildfire & Flooding**

The possibility of a wildfire or flooding must also be taken into consideration as part of the design process. Requirements for development permits DPA3 - Flood Plain Development Permit Area, and DPA5 - Wildfire Risk Permit Area should be reviewed and incorporated, if required.

**3. Accessibility / Universal Design**

Designs should incorporate universal access and principles of universal design where possible.

**4. Development Lot Coverage**

Development lot coverage is limited as described in the Village's Land Use Bylaw. Coverage includes all habitable and non-habitable buildings including projections and structured parking. A development lot is defined as all land within the legal property line. The allowable lot coverage is based on the primary use at-grade.

**5. Setback**

(Plate 2) A setback is the distance relationship between the building's front facade and the sidewalk. Plans that propose a building to be placed substantially back from the established streetscape will be evaluated on an individual basis. In some cases, a setback might create the opportunity for an exciting open space. Approved canopy structures, sidewalk cafes or landscaped areas can add welcomed vitality to the street. On the other hand, a setback planned for the sole purpose of creating parking spaces in front of a store is not allowed.

**Note:** The *BC Building Code* may require certain entrances to open outwards. This

should be factored into the design as a setback entrance may be required. See Plate 2.

**6. Scale**

(Plate 3) When new structures are planned for the area, efforts should be made to encourage building heights that compliment the heights of existing, adjacent buildings. The imposition of a new structure that varies radically in height from the scale of existing buildings may prove detrimental to the look of the overall streetscape.

For the above reason, building height in the designated revitalization area is limited to two (2) storeys for residential, including multi-family, commercial or commercial/ residential buildings and have a building height limit not to exceed 10 meters (32.8 feet) including any false front.

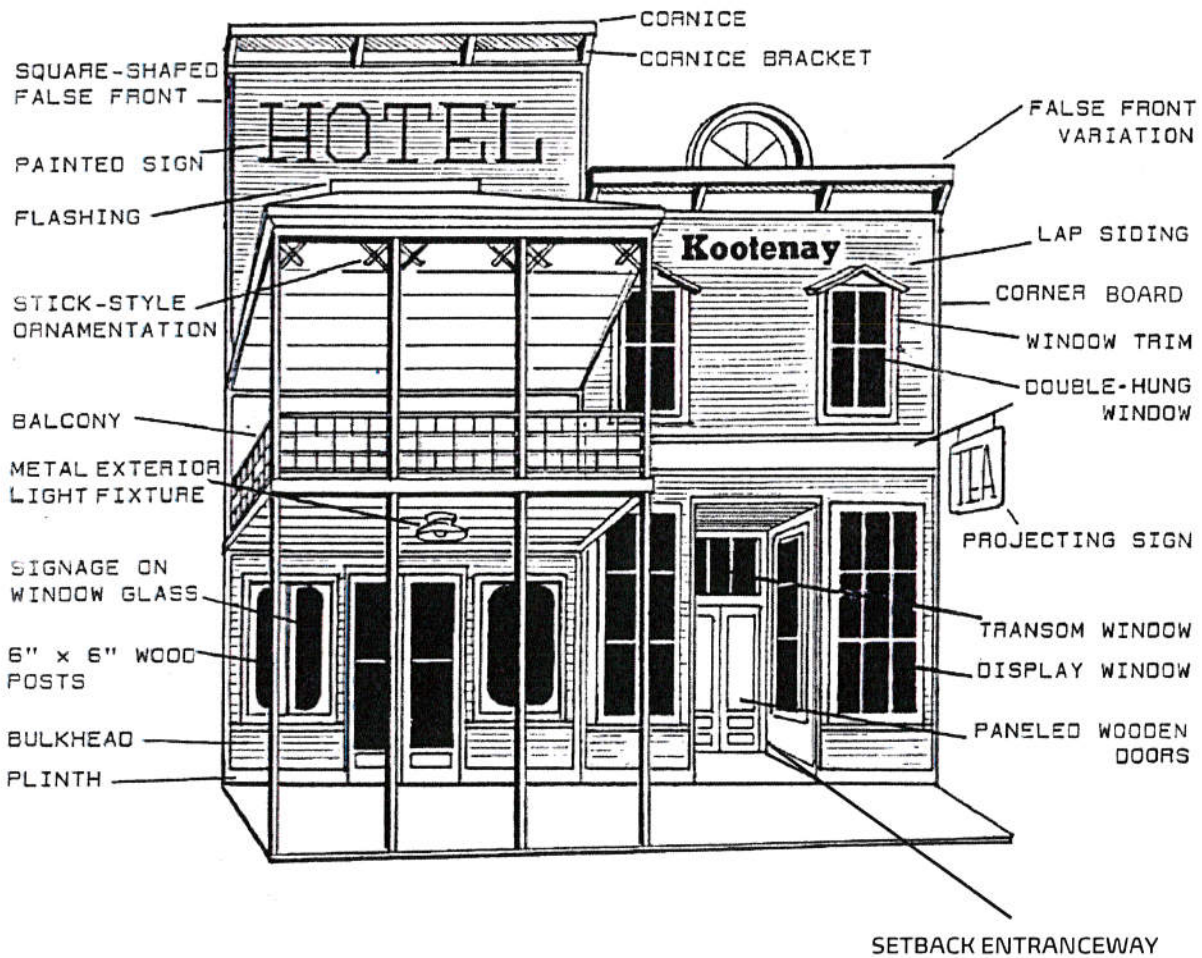
Typical floor to floor height is 2.8 - 3 meters (around 10 feet). A two-storey residential building could at least reach 6 meters (20 feet) high minimum or up to 10 meters (32.8 feet) high maximum with a false front.

**7. Proportion**

(Plate 4) By examining the height-to-width proportions (relationships) of various buildings in Salmo's downtown core, characteristics of design aesthetics emerge. Historic buildings tend to have a **vertical** emphasis which can be observed in window openings, facade shapes and detailing that guide the eye upwards. Conversely, more modern buildings appear to hug the ground. This **horizontal** emphasis is created by window openings and building shapes that extend in a direction parallel to the ground.

To be consistent with Salmo's "historic theme," new buildings and revitalized structures within the designated development area should emphasize the vertical in window openings, facade shapes and ornamental detailing.

## PLATE 1: STYLE - PARTS OF THE BUILDING



Note: This building is shown for illustrative purposes only.



## 8. Pattern

### (a) Walls, Windows & Skylines

(Plates 5 & 6) Balanced, symmetrical spacing of windows and doors was a common feature in buildings of the historic streetscape. The overall effect of alternating walls and openings creates interesting pattern in the streetscape.

The skyline silhouette of a building also adds pattern to the streetscape. Commercial buildings in Salmo typically had square-shaped false fronts with articulated cornices. Framing on most of the original commercial buildings was carried above the roofline to conceal a gable-end roof behind a shaped false front. The intent of this design feature was to create an imposing commercial facade that also provided a large rectangular area for signage.

Building profiles for existing structures and proposed construction should strive to create an animated, imaginative skyline through the use of massing and articulation. Acceptable profiles range from the common flat-topped frontal elevation, to those with additional shapes as illustrated.

### (b) The 'In and Outs'

Pattern in the streetscape is created by the articulation, or 'ins and outs', of the building facade. Exterior wall surfaces that are historic and modern articulated should be encouraged over flat, unbroken surfaces. Typical historic features that create pattern include corner boards, window trim, pilasters, indented bays, cornices, brackets, balconies and canopies. Relief detailing of this nature creates a lively and interesting pattern when worked into the design of the building face.

## 9. Secondary Facades

A building is more than just the front facade. The street face in the commercial district is certainly the most important, however the secondary facades - the sides and rear of a

building should also be finished in a manner that is pleasing to the eye and consistent with Salmo's historic theme and the *Building Design Guidelines*.

An acceptable treatment on secondary facades only is the use of natural materials to create three-dimensional murals. As evidenced by the rock mosaic of a prospector on the Salmo Museum building, a secondary facade presents a surface upon which the heritage of Salmo can be memorialized. Mosaics of this nature should be framed with wood to convey the sense of art rather than architectural detailing.

All proposals for new construction in the DPA 2 Permit Area should consider the finished appearance of secondary facades.

## 10. Maintenance

The effectiveness of the building facade is greatly influenced by the tidiness of its appearance. Buildings require ongoing maintenance - for instance, awnings require cleaning on a regular basis and exterior paint should be re-applied every ten or so years. Business owners should hold to a maintenance regimen that ensures the attractiveness of their building's facade.

If the maintenance of a building is so poor as to become a detriment to the look of the DPA, the *Unightly Properties Bylaw* and any other applicable bylaws will be enforced. This is to encourage the maintenance of the building facade to an acceptable community standard.

## 11. Roof (new section)

The design of roofs within DPA 2 should consider and respect the precedent of the style of traditional roof forms and materials within the surrounding area.

Building roofs will be visible in many cases from a surrounding building or group of buildings. Accordingly, roofs should be an integral aspect of the building and an expressive opportunity



that should be attractive and, if flat, usable for outdoor use (if appropriate), energy production and/or rainwater storage.

**(a) Fifth Façade**

In most areas, roofs will be viewed from above and should be considered as a “fifth façade”. Roof design should provide an attractive view from above.

**(b) Form**

The roof form should reinforce its role as the top of the building and should form an integral part of the overall building composition. Expressive and sculptural roof forms that will be seen from a distance are encouraged.

**(c) Mechanical Equipment**

Rooftop mechanical equipment including elevator / stair cores more than 2.0 m above the roofline shall be screened from view of neighbouring units. The mechanical screens shall form part of the building top composition and consist of materials consistent with the overall building colour and material palette. The maximum permitted coverage by mechanical equipment should be 30% of the roof top area for all buildings. Wherever possible, roof mechanical exhaust vents and equipment projections should be clustered and

set back from the edge of buildings that are visible from the street or points above.

**(d) Usable Roof Terraces**

Usable terraces on building roofs are encouraged where possible. Trellises and open structures should be designed as part of the overall roof composition.

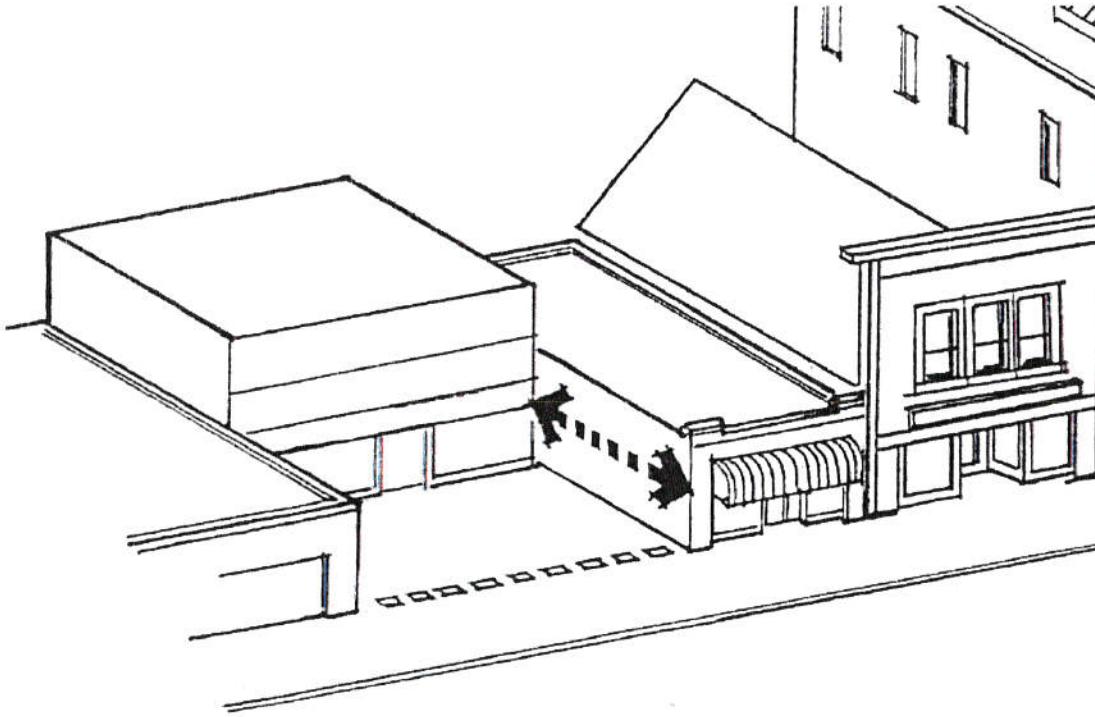
**(e) Sustainable Design**

The following guidelines should be considered when designing a building’s roof:

- i. Use durable, thermally efficient roofs that reduce heating and cooling and enhance thermal comfort.
- ii. The use of high albedo, non-reflective roofing or a landscaped roof is encouraged to prevent heat loss effect.
- iii. Roofs should be designed to accommodate and mitigate stormwater runoff effects through the use of landscaping, diverting runoff to collection tanks, rock pits or other appropriate means.

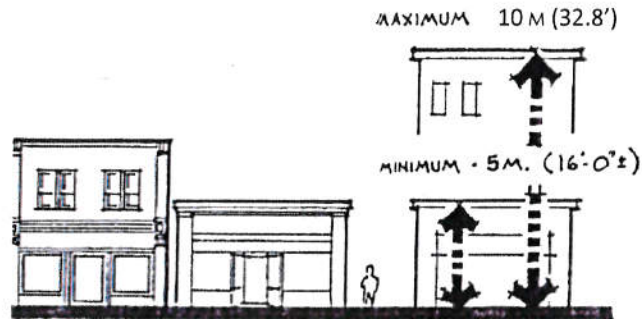


## PLATE 2: SETBACK



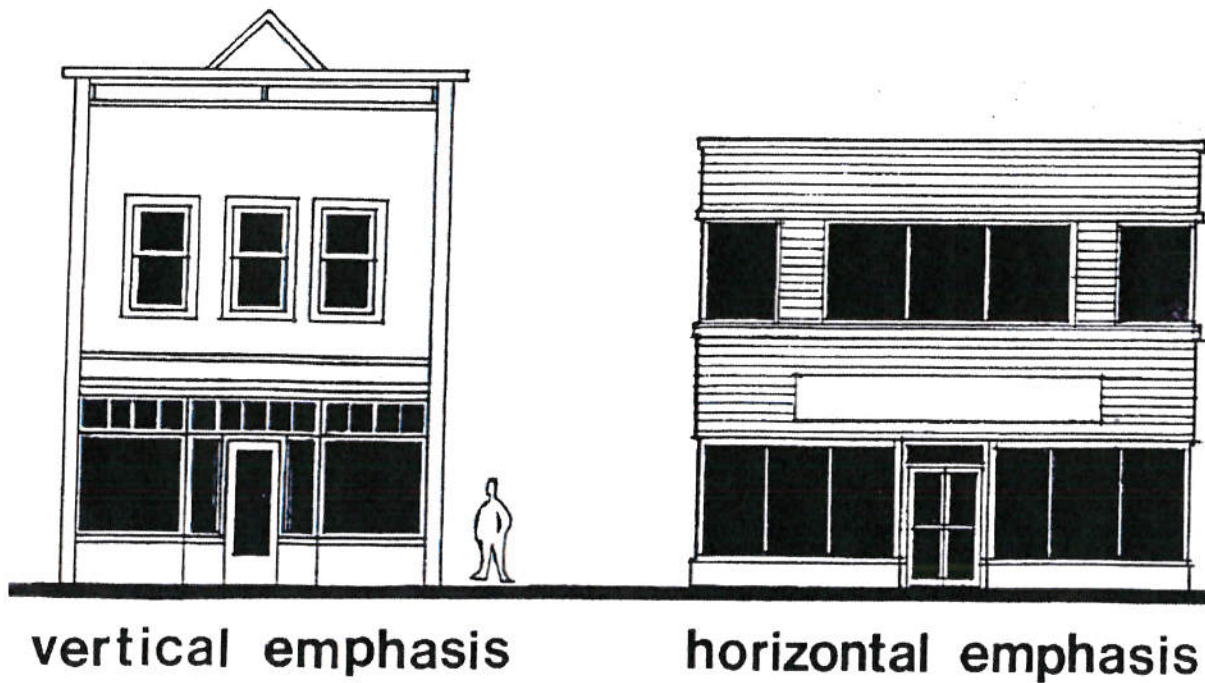
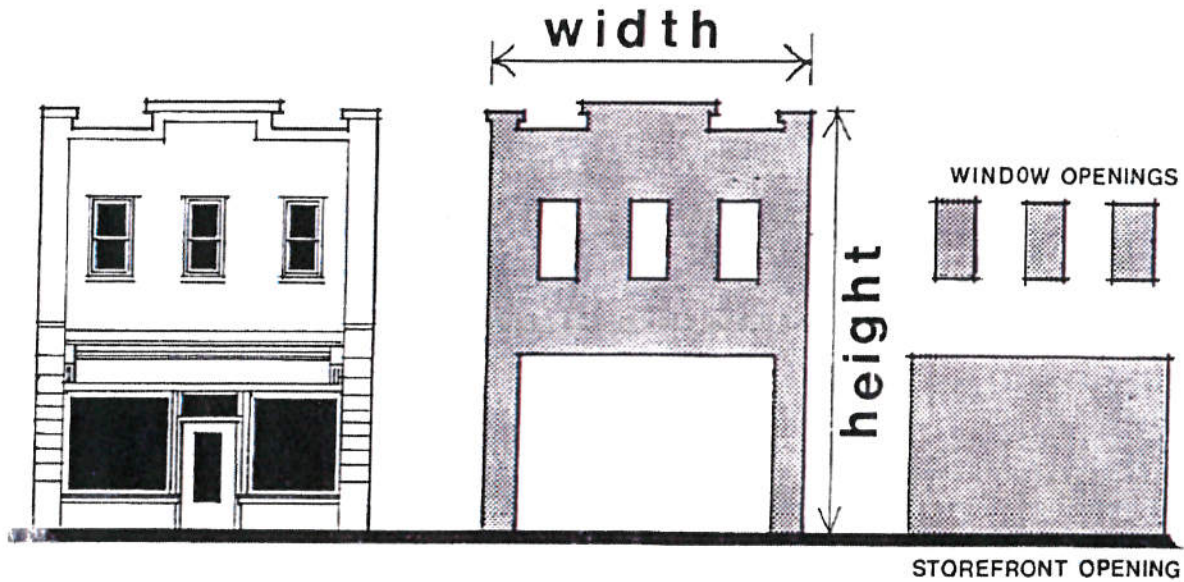
CONSIDER PROPOSED SETBACK WITH RESPECT TO CONTEXT WITH PREVAILING PATTERNS

## PLATE 3: SCALE





## PLATE 4: PROPORTION



## PLATE 5: WALLS, WINDOWS & SKYLINE

window pattern.



articulated skyline.

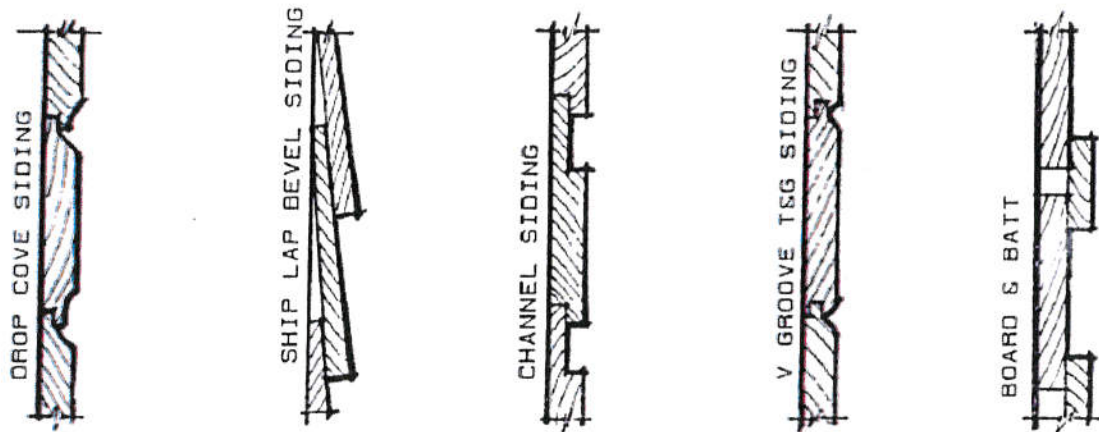


storefront rhythm.





## PLATE 6: EXTERIOR WALL MATERIAL



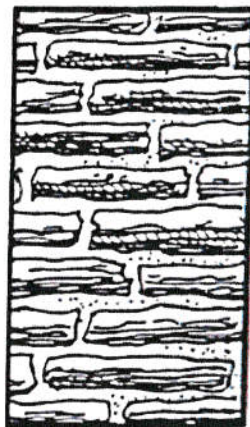
wood siding patterns



REGULAR COURSED STONE

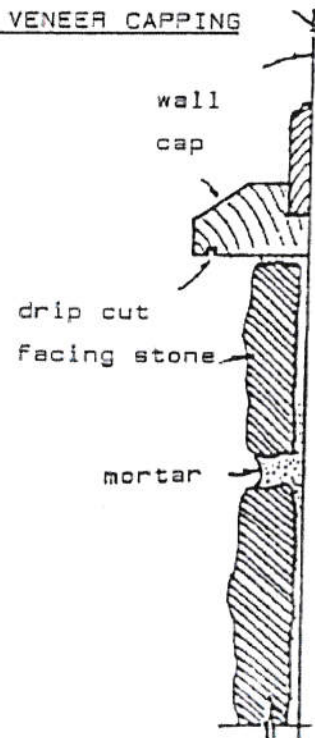


RANDOM COURSED VENEER



STACKED DRY PACK

STONE VENEER CAPPING



masonry textures



## SECTION B – ELEMENTS OF THE BUILDING FACADE

### 1. Exterior Wall Materials

(Plate 6) Historic photographs show that virtually all of Salmo's original buildings were of wood frame construction and sheathed with horizontal "lap" or "drop" siding. Vertical 1" x 4" or 1" x 6" (19 x 89 mm or 19 x 140 mm) boards were used to cover-trim the corners, and to outline door and window openings. The display window support wall, otherwise known as a bulkhead, tended to be finished in wood. Sawn wood shingles were used mainly in gable ends and were applied decoratively.

In the interest of minimizing maintenance, bulkheads of up to 40 inches (1m) above sidewalk level may be used. These should be constructed of wood, brick or local stone. If local stone is used, it should be applied in a manner that approximates true laid stone preferably in regular courses (see diagram). Masonry bulkheads should be capped or flashed to avoid a "veneered" appearance.

The selection of facade materials should respect the nature of the climactic conditions of the region, particularly sunlight, wind, rain or snow. FireSmart BC guidelines should be consulted to ensure the risk of fire hazard is minimized. Materials should be of a substantial nature to limit the effects of weathering and/or vandalism. Details should be sensibly designed to make certain that all portions of the building façade exposed to weathering are watertight. Building code requirements for snow load, wind load, and fire prevention must also be strictly adhered to.

\*Please note that the following Exterior Wall Material recommendations apply to secondary facades as well.

#### (a) Wood & Fire-Resistant Plank

Paint and stain finishes are preferred over unfinished or clear finished woods.

##### Allowed:

- Horizontal and vertical siding applications
- Wood-look, fire resistant, fibre cement-fibre products such as Hardie plank
- Corner boards: 1" x 4" or 1" x 6"
- Trims for windows and doors
- Pre-finished wood-look metal sheeting

##### Discouraged

- Wood siding, shingles or shakes

##### Prohibited

- Plywood and chipboard as finished siding

#### (b) Masonry

##### Encouraged:

- Brick
- Historic, rusticated concrete block
- Local stone
- Stucco that is flat and patternless
- Stucco
- Painted concrete block

##### Discouraged:

- Artificial brick or stone

##### Prohibited

- Unfinished cast concrete
- Unfinished regular concrete block

#### (c) Metals & Synthetics

Synthetic materials are discouraged in favour of natural, historic materials. This includes:

- Fibreglass panels
- Vinyl, metal or plastic siding

## 2. Wall Openings

### (a) Windows

(Plate 7) Windows are a key element in expressing the historic character of a building. Up to the 1930s, frames, sashes, and glazing bars made of wood were far more common than today's metal windows. For this reason, the modern aluminum sash in place on many of Salmo's buildings greatly detracts from a convincing period ambience. Possible corrective measures to this problem include:

- i. putting wood trim around windows;
- ii. using false muntin insets to create a multi-paned effect;
- iii. giving windows (in particular, large display windows) period lettering treatments; and,
- iv. applying paint to the aluminum sash in brown tones to conceal the metallic surface.

Storefronts shall include large display windows. Original display and transom windows should be retained whenever possible. Transom windows were occasionally covered up when a shopkeeper lowered the ceiling of his store. Today however, it is generally agreed that unobscured transom windows add greatly to the appeal of an older structure.

Upper storey window openings should respect the precedent of the original building style. Whenever possible, window sashes on older buildings should be retained. If thermal upgrading is necessary, snap-in muntin insets that copy the original muntin pattern should be used.

#### Encouraged:

- Wood frames, glazing bars, sash, sill, & lintel
- Double hung, multi-paned windows
- False, or snap-in muntin insets
- Coloured metal or painted frames

- Transom windows
- Period lettering: etched, painted or decals

#### Discouraged:

- Flat, featureless, window surrounds
- Unpainted metal frames
- Small horizontal format windows
- Enlarged upper storey windows resulting in modern proportioned, 'picture windows'

### (b) Doors

(Plate 7) Doors are also capable of conveying a period look in the downtown core. Commercial buildings often had wooden, paneled doors that were partially glazed with fixed glass panes. Additional glazing was sometimes used on either side of the door (sidelights) or above the door itself (transom lights). Trimming and capping of doors should follow the pattern established by windows treatments. A modern entrance treatment is to use a thick, single sheet of glass as a door. If present, glass doors should be etched, lettered or decaled.

#### Encouraged:

- Painted or anodized metal doors
- Paneled wooden doors
- Paneled wooden doors with glass
- Paneled doors with sidelight or transom lights

#### Discouraged:

- Flush, rather than paneled, wooden doors
- Unpainted metal or aluminum doors
- Sliding glass doors at the front of a building.

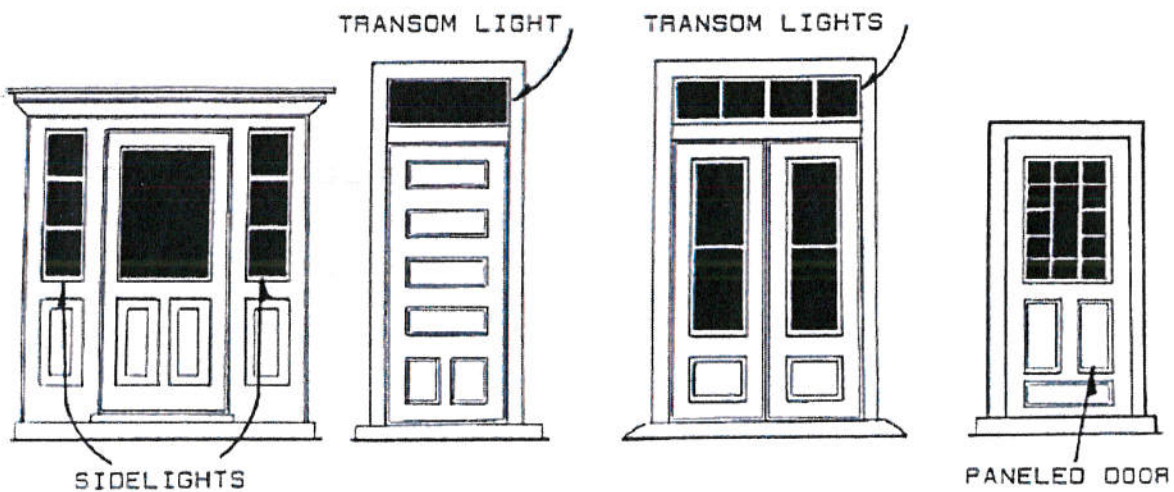


## PLATE 7: WINDOWS & DOORS

### WINDOWS



### DOORS





### 3. Ornamentation

{Plate 8} At the turn-of-the-century, Salmo was a small, western-style 'boom town'. Few of its buildings displayed the exuberant wooden ornamentation common in larger towns and cities. In general, ornamentation on Salmo buildings was present in the areas under wooden canopies and balconies, and on vertical supports. In the spirit of Salmo's turn-of-the-century appearance, ornamental details should be used sparingly.

#### Encouraged:

- Jig-sawn gingerbread
- Stick-style ornament in 2" (50mm) material
- Shaped sawn shingles
- Wrought iron

#### Discouraged:

- Cast plaster
- Stamped metal

### 4. Cornice Treatments

{Plate 9} The style of the period was to cap off the building with a series of decorative boards, collectively called the 'cornice.' Cornices can be as simple as a single horizontal board of 1" (25mm) stock fastened to the top of the fronting wall, with a 2" (50mm) cap covering it at right angles. More intricate cornices can be constructed by building up a series of boards of varying widths under the cap. A formed bracket in sawn wood can be integrated at right angles for decorative support. Cornices should be designed in a manner that prevents water seepage into materials below the cap. The cornice design on older buildings should reflect the original style of the structure. Refer to historic photographs for design ideas whenever possible.

#### Encouraged:

- Cornices that enliven the skyline using height variations appropriate to building style and massing
- Cornice design and detailing that acknowledges prevailing weather patterns.

#### Discouraged:

- Flat, unarticulated cornices

### 5. Colour

#### (a) Colour in the Streetscape

Colour is perhaps the most powerful design element used to establish an image of vitality and warmth within the downtown business area. A colour scheme which views the entire street as a whole, rather than individual buildings in isolation, results in an attractive, unified appearance for the retail area. Use colour to accent the architectural elements of a building.

#### (b) Paints and Stains

Wooden buildings were usually painted to provide protection from the weather. A common scheme was to paint the body of the building one colour and the trim details (corner boards, cornice, door and window trim) a second, contrasting colour. Flat finish alkyd paints work best for exterior applications. Stains and preservatives should be limited in their application to non-trim areas.

#### (c) Historic Colours

Colours popular during Salmo's historic period include the lighter shades of buffs, greys, and ochres; and heavier shades of brick red, olive green, dark brown and blue. In certain instances, the use of wood stains or coloured preservative may be more appropriate than paint. The standard red-coloured wood preservative is a good choice as it leaves a flat finish. Examples of Salmo's historic colours may be seen in the attached Colour Guidebook, and

in the individual building renderings. (When coloured roofing is used, it should be coordinated to the colour scheme of the building.)

**Encouraged:**

- Flat-finish alkyd paints or wood stains
- Lighter shades of buffs, greys, & ochres; heavier shades of brick red, olive green, dark brown & blue
- Light siding with dark trim and dark siding with light trim
- Multi-hued and multi-coloured schemes
- Shaded and tinted colours

**Discouraged:**

- Large areas of excessively bright, pure colours
- Extremely dark or light colours (i.e. large areas of pure white, black, chocolate brown, charcoal grey)
- Monochromatic paint schemes

## 6. Roofing Materials

Roof structures should be designed to withstand a minimum ground snow load of 116 P.S.F. (5 K.P.A.).

**Encouraged:**

- Metal roofing (preferred)
- Asphalt shingles
- Fire-rated recycled composite shingles

- Matt concrete or ceramic roof tiles
- Flat bitumen-based roofing w/ aggregate finish
- Screened soffits

**Discouraged:**

- Fire retardant wood shingles & shakes

**Prohibited:**

- Untreated wood shingles or shakes
- Open soffits
- Rough shakes
- Reflective tile
- Reflective tin roofing
- Non-coloured aluminum

## 7. Lighting on Buildings

**Encouraged:**

- Indirect, concealed fluorescent or incandescent
- Conical light shades
- Metal-cast fixtures

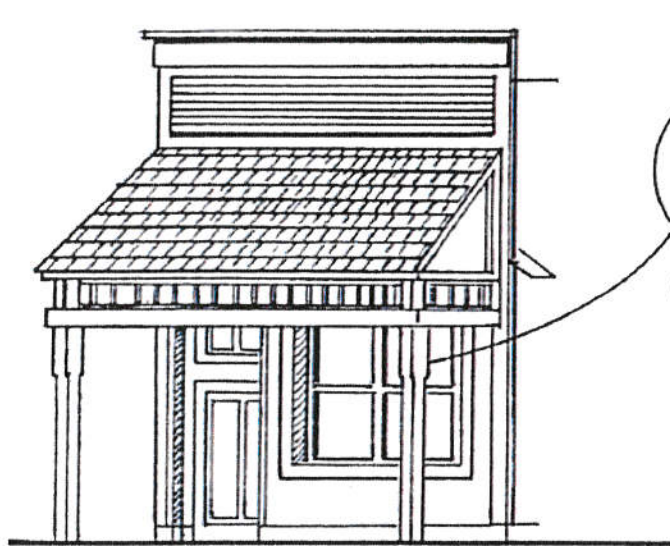
**Discouraged:**

- Neon

**Prohibited:**

- Old English style carriage lanterns

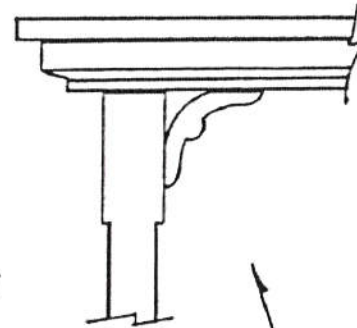
## PLATE 8: ORNAMENTATION



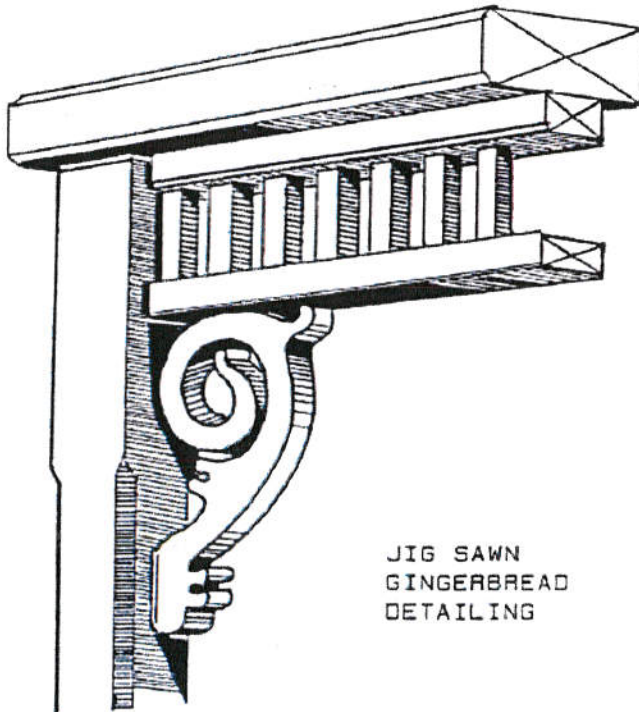
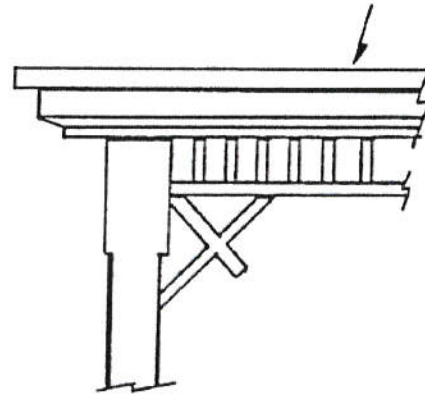
A TYPICAL SALMO CANOPY DESIGN



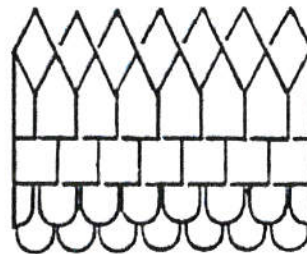
CHAMFERED POST



STICK-STYLE  
ORNAMENTATION



JIG SAWN  
GINGERBREAD  
DETAILING



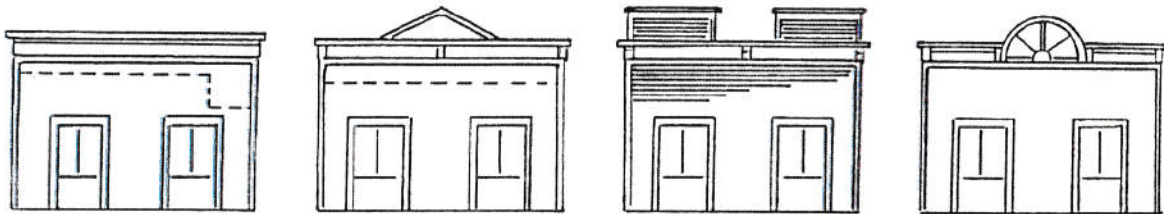
SHAPED SAWN SHINGLES



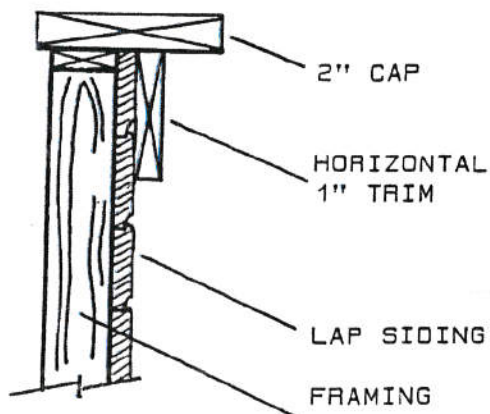
## PLATE 9: PROFILE & CORNICE TREATMENT

### BUILDING PROFILES

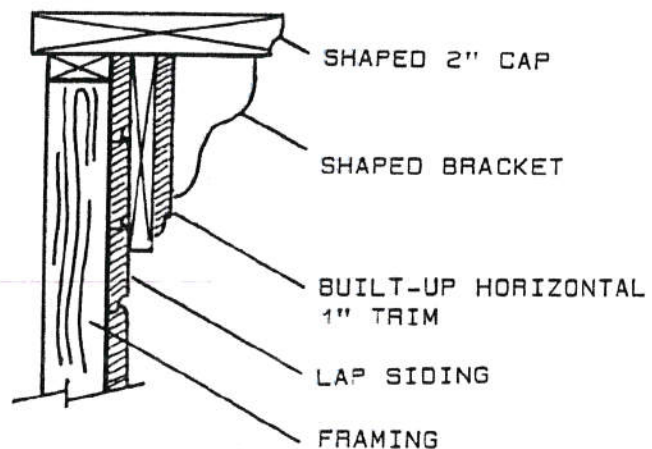
Roofline or building profiles similar to those illustrated below, were once common in historic Salmo. In cases of renovation to existing buildings where the roofline does not follow traditional patterns, false fronts may be constructed and attached to create the proper period style.



### SIMPLE CORNICE



### MORE ELABORATE CORNICE



## SECTION C: WILDFIRE INTERFACE DESIGN GUIDELINES

### New Section

The threat of fire from the surrounding forest lands to properties adjacent to such lands has prompted the establishment of special Wildfire Hazard design guidelines in the OCP. The basic purpose of these guidelines is to control the combustible elements of both buildings and landscape in order to minimize the potential for the spread of fire and the resultant destruction of property, and threat to life.

While there are areas of the Village that are specifically within the Wildfire Risk Permit Area (DPA 5), a DPA 5 is not required in the DPA 2 area. However, due to the increasing risk of wildfire, all developers are encouraged to consider the *Wildfire Interface Design Guidelines* when planning and constructing a building.

The recommendations contained in these Design Guidelines are based on the Provincial *FireSmart* program and literature and Village of Salmo Fire Department recommendations.

### 1. Applicable Area

All subdivision applications and building permits, except those for internal alternations only within those areas identified as “*Wildfire Interface Zone*” on *OCP Schedule D* are subject to the approval of a Natural Environment and Hazardous Lands Development Permit.

Refer to section 13.2 of *OCP Schedule A* for exemptions from Development Permit requirements.

### 2. Site Considerations

Buildings should be sited, and road accesses designed in order to accommodate fire fighting vehicles and equipment.

The FireSmart Program typically recognizes three PRIORITY ZONES on a property site with specific requirements that should be followed.

#### Priority Zone 1: 10 metre radius around home

- Keep free of combustible materials, shrubs, wood piles, long dry grass.

#### Priority Zone 2: 10-30 metre radius around home

- Reduce dry combustible materials from grounds.
- Space trees so that crowns are 3-6 metres apart.
- Remove deadfalls, thick shrubbery, including evergreens.

#### Priority Zone 3: 30-100 metre radius and beyond

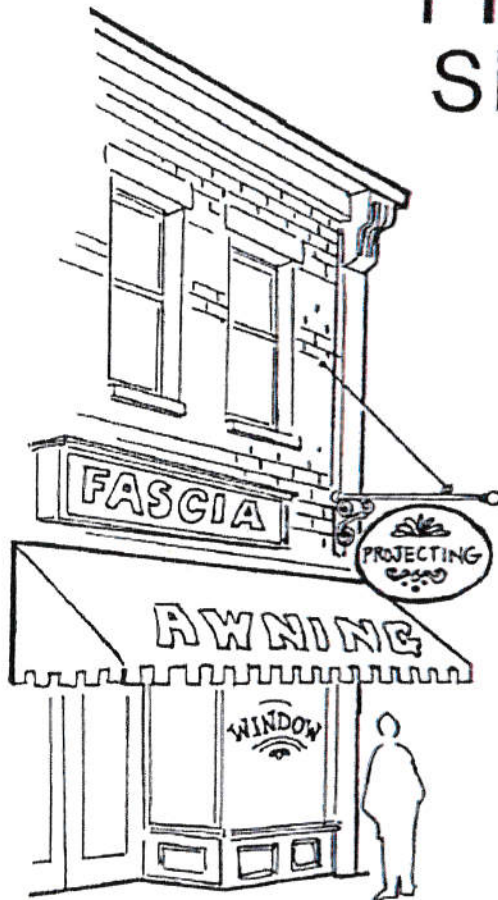
- Reduce dry combustible materials from forest under storey.
- Space trees so that crowns are 3-6 metres apart.
- Remove deadfalls, thick shrubbery, including low evergreens.
- Retain fire resistant deciduous trees.

### 3. Building Materials

The use of non-combustible exterior finish materials is crucial to lessening the potential for wildfires to destroy a building. See the appropriate sections of this document for material guidelines.

## PLATE 10: SIGNAGE

### TYPES of SIGNS



- FASCIA
- PROJECTING
- AWNING
- WINDOW
- FREE STANDING

### MATERIALS

GLASS •• PLASTIC •• METAL  
WOOD •• PAINT



## SECTION D: BUILDING SIGNAGE

(Plate 10) Signage should respect the decorative features of the building, the precedent of historic signage locations, and the overall street image. Wooden signs of fascia (flush-mounted), and projecting (hanging) types should be encouraged. Lettering painted on the sides of buildings is desirable as a method of signage and is consistent with the historic theme. Fascia and projecting signage of the non-interior lit style is preferred over the modern, interior lit plastic type. An adequate means of indirect lighting should be provided. Maximum allowable sign size is determined by a ratio formula of linear frontage to surface area of sign.

Consult Salmo's Signage Bylaw for complete information on specifications. (For recommendations regarding awning and canopy signage, consult appropriate sections.)

### 1. Types of Signage

#### Encouraged:

- Fascia and projecting
- Window and painted wall signage
- Awning and backlit awning
- Canopy face and canopy underside
- Illuminated and non-illuminated signs

#### Discouraged:

- Flashing or moving signs
- Rooftop signs
- Sandwich-board signs on sidewalk

#### Prohibited:

- Banners\*

\*Note: the only banners permitted in the downtown area are those promoting a special event.

### 2. Letter Typeface and Colour Details

(Plate 11) Building styles and colours, as well as the nature of the establishments, should be considered in the selection of appropriate sign typeface.

#### Encouraged:

- Clear, legible Gothic (sans-serif) and Roman (serif) lettering styles
- Creative graphics

#### Discouraged:

- Large expanses of white backgrounds
- Home-made, amateurish signs

### 3. Materials and/or Surfaces

#### Encouraged:

- Painted, carved or shaped wood
- Painted metal
- Building facades with period lettering
- Awnings or canopies
- Glass with period lettering or decals
- Glass that is etched or sandblasted
- Backlit fascia-mounted with period lettering
- Iron or wood mounting brackets and bracing
- Neon

**Discouraged:**

- Interior lit signs
- Hanging or projecting illuminated plastic

**Prohibited:**

- Unfinished plywood
- Flashing or moving illuminated signs

#### **4. Building Fascia Signage**

When interior lit signs are used, the light box should be mounted in a manner that minimizes the intrusive quality. Boxes and mounting brackets should complement the building face in design and colour.

**Encouraged:**

- Maximum ratio of 1:2 (linear frontage; surface area of sign)
- Backlit plastic – dark backgrounds with light lettering preferred
- Painted plywood – coated Crezon plywood preferred
- Metal
- Wood

#### **5. Projecting Signage**

**Encouraged:**

- Maximum ratio of 1:4 (linear frontage; surface area of sign)
- Carved wood
- High quality, exterior grade plywood finished on all sides
- Metal

**Discouraged**

- Interior lit plastic

## PLATE 11: SIGNAGE LETTERING STYLES

AZ

R O M A N

AZ

G O T H I C

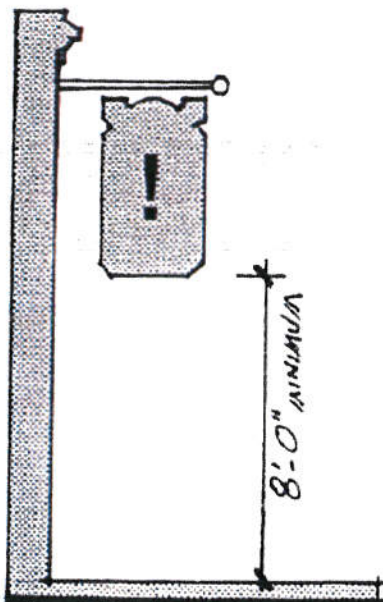
AVOID - large blank white backgrounds!



BETTER! - darker backgrounds with light lettering.



BACK-LIT SIGNAGE STYLES



...see municipal  
sign by-law  
for specific  
information:



## SECTION E: AWNINGS, CANOPIES & BALCONIES

Historic photographs of Salmo show that various forms of overhead sidewalk coverings were common on downtown buildings. Awnings, canopies and balconies protected pedestrians and the lower building facade from weather exposure. Today these coverings provide the opportunity for attractive decorative highlights to the commercial district.

(Plates 12, 13 & 14) An awning is a fabric-covered structure that is attached to the building facade and affords protective cover to the sidewalk area. Traditional awning frames were of the retractable style, whereas modern awnings are usually constructed of fixed tube steel frames. Available awning materials include woven cotton, acrylic fabric, and sheet vinyl. Quality awning manufacturers will provide the information necessary to ensure the fabric is appropriate for local climactic conditions.

### 1. Design

Awning design should be sympathetic to the style, scale, form, and period of the building. Avoid awnings that are so small as to give inadequate weather protection to the sidewalk, or so large as to obscure the building facade. Awning projection should be designed to minimize the tendency to dump snow or rain on the centre of the sidewalk.

### 2. Encroachment

Encroachment agreements between the building owner and the Village are required for all structures placed over public space.

#### a. Drawings

Engineered drawings are required for all awning installations. Specifications should illustrate the awning structure and the nature of the building

material to which the awning will be attached. Awnings should be installed by qualified experts.

#### b. Critical Dimensions

Minimum height above sidewalk: 8'6" (2.66m)

Minimum projection: 3'0" (.92m)

Minimum setback from curb edge: 18" (.46m)

### 3. Awning Styles

(Plate 14) Early twentieth century photographs show that the 'three-point' awning was used in Salmo; rounded awning styles were not used. Modern awning construction techniques allow for a much greater variety of shapes to be created, but discretion should be used in determining the suitability of the awning form to the subject building and the ease of cleaning the awning.

#### Encouraged:

- Three-point traditional triangular style
- Four-point variation - triangle with expanded fascia area for signage
- Shapes with relatively steep roof pitches (35° - 50° angles preferred) promote snow removal and self-cleaning

#### Discouraged:

- Quarter barrel, dome or modern style awnings
- Any shape which has a horizontal top surface of substantial size
- Shapes which present top face angles of less than 30 degrees
- Fascia panels in excess of 2'-6" (.77m) high

#### 4. Fabric, Pattern & Colour

Historic awning fabrics were made of cottons, which were dyed solid colours or painted in bold, two colour stripe patterns.

Colours used were similar to the deeper paint tones of the day - deep yellow ochres, rusty reds and dark greens. To retain the historic flavour of the community, care should be taken to select awning fabrics, colours and patterns which are of a period nature. Plain vinyl fabric should be limited to areas where back-lighting effects are required, for example, valances and signage fascia panels. Avoid the brilliant colours and multi-coloured stripes now available in modern fabrics.

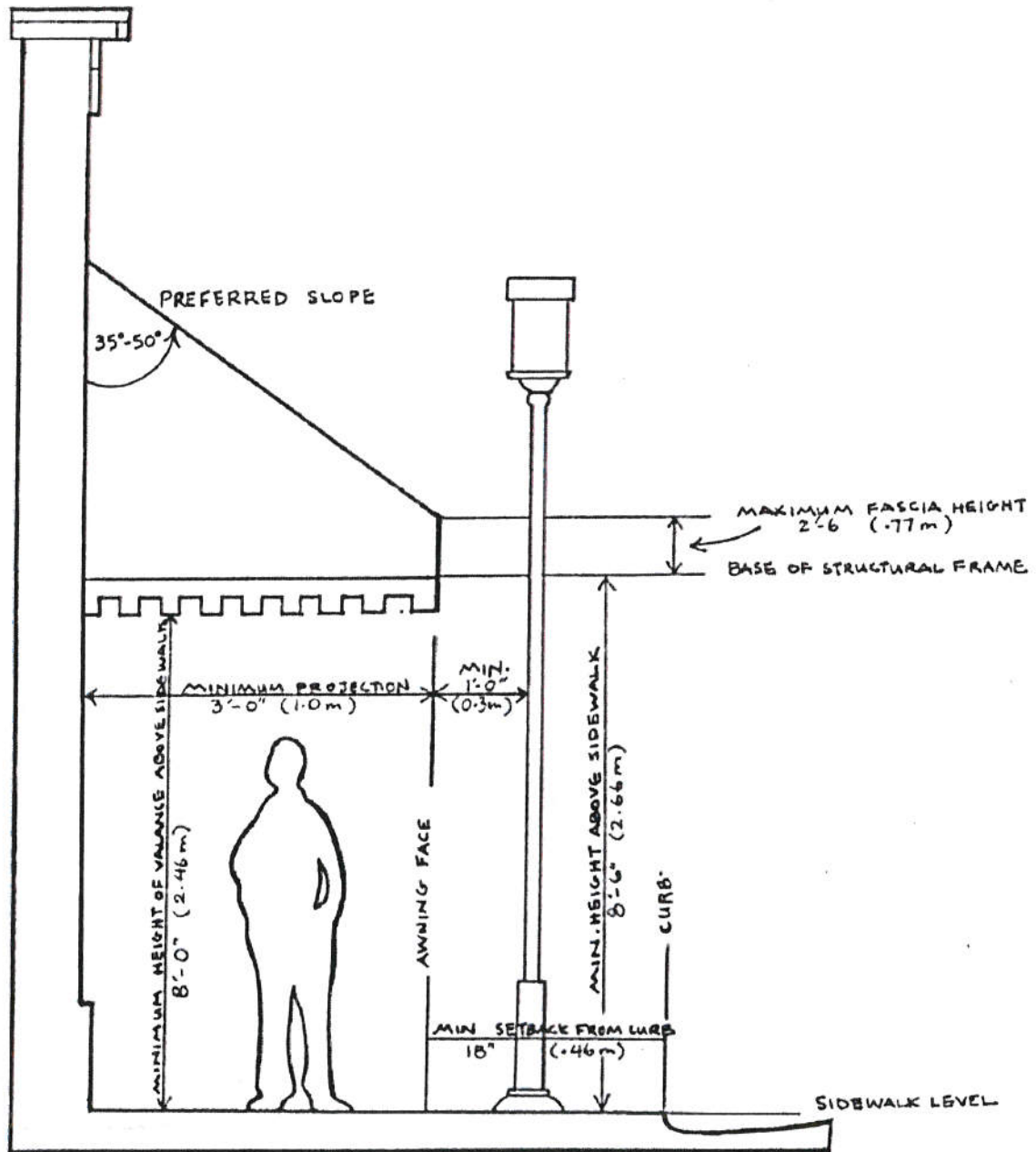
##### Encouraged:

- Cottons and acrylics and vinyls are acceptable in stripe patterns and fascia panels only
- Two colour stripe patterns, particularly on the top sheet panel
- Solid colours taken from the historic palette in mid-range intensities

##### Discouraged:

- Excessively bright, modern colours
- Large areas of white or black vinyl fabric
- Large areas of plain dark colours (as they show dirt more readily)

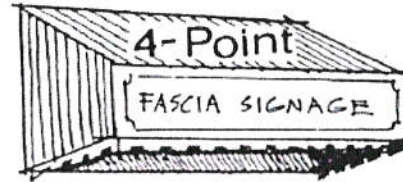
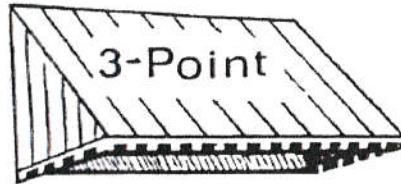
## PLATE 12: CRITICAL AWNING DIMENSIONS



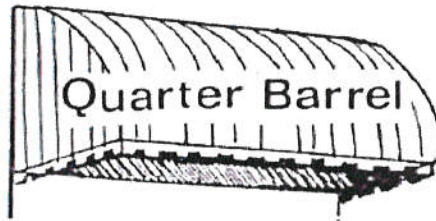


## PLATE 13: AWNING STYLES

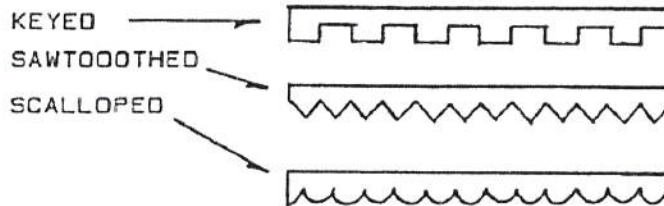
RECOMMENDED:



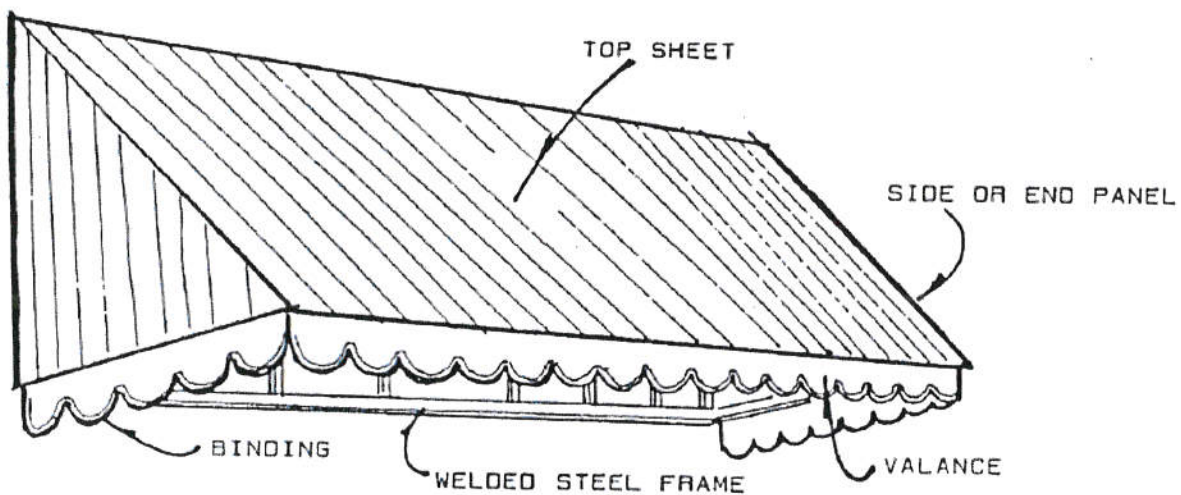
NOT RECOMMENDED:



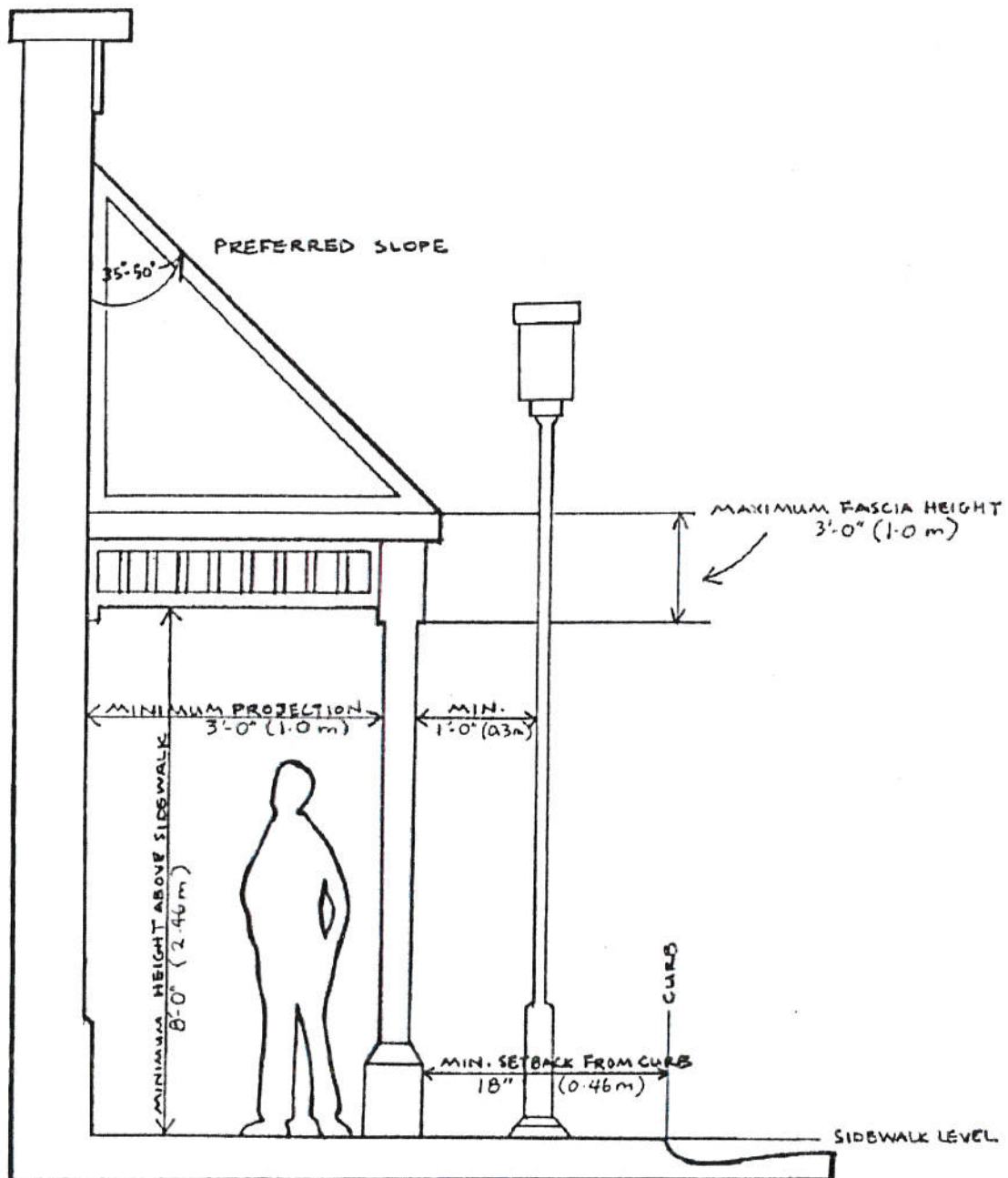
### Valance Trim:



### Parts of the Awning:



## PLATE 14: CRITICAL CANOPY DIMENSIONS



## APPENDIX A

### Development Permit Application Procedure

Any proposal to undertake work on the exterior of a building located within the designated boundaries of the expanded Development Permit Area must be approved by Salmo's Building Inspector and the Chief Administrative Officer. In some cases, a bylaw variance and/or Council approval may also be required. Applicants will be advised as to any additional information required or steps in the process, such as a variance, within five (5) business days of their permit application submission.

All submissions require the following documentation:

- 1) A Downtown Development Permit Application, available from the Village Office, completed by the building owner.
- 2) Photographs of the building facade as it currently appears.
- 3) A colour rendering of the proposed facade improvements, including signage. Where applicable, sketches should be to scale and provide dimensioning notations.
- 4) Colour chips of proposed paint colours.
- 5) Awning fabric sample or accurate approximating of proposed colours and pattern.

### Applications Available From:

Salmo Village Office  
423 Davies Avenue  
P.O. Box 1000  
Salmo, B.C., V0G 1Z0  
(250) 357-9433

Online at: <http://salmo.ca/municipal-services/forms/>

Information: [info@salmo.ca](mailto:info@salmo.ca)



Village of Salmo  
Accounts Payable February 21 to March 5, 2020

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
013269	2020-02-21	Ninco Construction Ltd.	KP Washroom Upgrade Supplies	\$1,849.33
013270	2020-02-21	Trail Roofing LTD	WWTP Upgrade Project	\$196.36
013271	2020-02-27	Ace Courier Systems	Water Sample Shipping	\$70.54
013272	2020-02-27	Andrew Sheret Limited	WWTP Upgrade Project	\$264.45
013273	2020-02-27	Commissionaires British Columbia	Bylaw Enforcement	\$291.82
013275	2020-02-27	Isosceles Business Systems Inc	IT Services	\$315.84
013276	2020-02-27	Kootenay Industrial Supply Ltd.	CW Supplies	\$1,191.69
013277	2020-02-27	Kokanee Fire & Safety Ltd	Annual Fire Safety Inspections	\$1,230.23
013278	2020-02-27	Lordco Auto Parts	Shop/CW Supplies	\$121.81
013279	2020-02-27	Spartan Controls Ltd.	WWTP Upgrade Project	\$6,910.87
013280	2020-02-27	Fortis BC - Natural Gas	Natural Gas Expenses	\$1,203.07
013281	2020-02-27	Telus Communications Inc.	Telephone/Fax/Internet Services	\$1,253.15
013282	2020-02-27	Trowalex Rentals & Sales	CW Safety Equipment	\$144.06
013283	2020-02-27	Tri-Valley Electric Ltd.	WWTP Upgrade Project/CW Shop Maintenance	\$1,549.64
013298	2020-03-05	Andrew Sheret Limited	WWTP Upgrade Project	\$620.94
013297	2020-03-05	Ace Courier Systems	Water Sample Shipping/WWTP Upgrade Project	\$134.16
013299	2020-03-05	Accura Alarms Security Service Ltd.	Alarm Monitoring	\$52.50
013300	2020-03-05	Brandt Tractor Ltd.	Loader Maintenance	\$391.99
013301	2020-03-05	Bell Media Group GP	Advertising	\$126.00
013302	2020-03-05	Iconix Waterworks LP	WWTP Upgrade Project	\$981.36
013303	2020-03-05	Fortis BC Inc.	Electricity Expenses	\$550.24
013304	2020-03-05	Gescan Division of Sonepar Canada Inc.	WWTP Upgrade Project	\$793.46
013305	2020-03-05	Home Hardware Building Centre	WWTP Upgrade/Shop Supplies	\$236.53
013306	2020-03-05	Lordco Auto Parts	Trackless Maintenance	\$56.04
013307	2020-03-05	Martech	Well Maintenance	\$8,111.70
013308	2020-03-05	Mills Office Productivity	Office Supplies	\$123.71
013309	2020-03-05	Rogers	Cellphone Expenses	\$198.39
013310	2020-03-05	Salmo Village Grocery	Office/Shop Supplies	\$66.68
013311	2020-03-05	Darryl Orr	Grant in Aid RES# 16-04-20	\$300.00
013312	2020-03-05	VitalAire	FD Supplies	\$12.85

Village of Salmo

Accounts Payable February 21 to March 5, 2020

P . 6 4

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
013314	2020-03-05	Zone 6 B.C. Senior Games	Grant in Aid RES#15-04-20	\$300.00
Pre-Authorized Debit	2020-03-02	Royal Bank Central Card Services	Service Fees	\$52.99
Pre-Authorized Debit	2020-03-02	Western Financial Group (SAL)	2020 Annual Insurance Payment Remittance	\$3,995.18
Pre-Authorized Debit	2020-03-03	Municipal Finance Authority of BC	Short Term Fixed Payment	\$4,516.11
		Employee Benefits, Reimbursements and Salaries (PP05, Council 2)		\$18,637.56
		<b>Total:</b>		<b>\$56,851.25</b>



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Letter of Consent  
Bylaw No. 2707**

We, the Council of the Village of Salmo in the Regional District of Central Kootenay, do hereby consent, on behalf of the Village of Salmo electors, to the Board of the Regional District of Central Kootenay adopting Bylaw No. 2707 being:

**"Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2020"**

which increases the annual requisition limit and changes the method of apportioning of costs for the Kootenay Lake West Transit Service Area.

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Anne Williams, Chief Administrative Officer  
Village of Salmo  
Regional District of Central Kootenay

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Mayor (Director) Diana Lockwood  
Village of Salmo  
Regional District of Central Kootenay





REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Bylaw No. 2707**

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A Bylaw to amend Bylaw No. 1783, being the "Kootenay Lake West Transit Service Establishment Bylaw", by increasing the annual requisition limit and changing the method of apportioning the cost of the transit services provided by the service.

---

WHEREAS the Board of the Regional District of Central Kootenay established a service for the purpose of providing public transit by adopting *Kootenay Lake West Transit Service Establishment Bylaw No. 1783, 2005*, as amended;

AND WHEREAS the Board of the Regional District of Central Kootenay deems it expedient to further amend Bylaw No 1783 to increase the annual requisition limit and change the method of the apportionment of the cost of the transit services provided by the service;

AND WHEREAS pursuant to the *Local Government Act*, consent has been received from at least two-thirds of the participants to amend Bylaw No. 1783.

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

**ANNUAL REQUISITION**

- 1 Section 4 is deleted in its entirety and the following substituted therefore:

The maximum amount of money that may be requisitioned annually shall be \$650,000 or \$0.058/\$1,000 of net taxable value of land and improvements with the service area, whichever is greater.

The annual cost of providing the service shall be apportioned among the participating areas on the basis of Base Cost, Transit Opportunity, Annual Mileage, and Actual Assessed Value.

**DEFINITIONS**

- 2 Section 6 is add and the following included therefore:

**Base Cost** means the equally distributed annual administrative cost of transit network membership.

**Transit Opportunity** means the population within 400m of a bus stop multiplied by the number of times a bus stops at that location on an annual basis.

**Annual Mileage** means the number of annual transit kilometers required to provide service.

**Actual Assessed Value** means the Actual Assessed Hospital Value as defined annually by BC Assessment

#### CITATION

- 3 This Bylaw may be cited as **"Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2020"**.

READ A FIRST TIME this 20<sup>th</sup> day of February, 2020.

READ A SECOND TIME this 20<sup>th</sup> day of February, 2020.

READ A THIRD TIME this 20<sup>th</sup> day of February, 2020.

I hereby certify that this is a true and correct copy of the as **"Kootenay Lake West Transit Service Amendment Bylaw No. 2707, 2020"** as read a third time by the Regional District of Central Kootenay Board on the 20<sup>th</sup> day of February, 2020.

  
Mike Morrison, Corporate Officer

APPROVED by the Inspector of Municipalities on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ASSENT RECEIVED as per the *Local Government Act – Consent has been received from at least two-thirds of the participants*

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Aimee Watson, Board Chair

\_\_\_\_\_  
Mike Morrison, Corporate Officer



## Councillors

R. Bruce Banman  
Les Barkman  
Sandy Blue  
Kelly Chahal



## CITY OF ABBOTSFORD

Mayor, Henry Braun

DATE Mar. 3/20  
NO 012 TO M1C-MAR.10/20  
FILE NO 0400-60  
VILLAGE OF SALMO

## Councillors

Brenda Falk  
Dave Loewen  
Patricia Ross  
Ross Siemens

February 25, 2020

File: 0530-03

*Via email*

Dear Mayor and Council:

**Re: City of Abbotsford Resolution - Development Cost Charges (DCC) Bylaw and Ministry of Transportation and Infrastructure (MOTI) Infrastructure**

At the February 24, 2020 Executive Meeting of Council, Abbotsford City Council endorsed a resolution in support of the Development Cost Charges (DCC) Bylaw and Ministry of Transportation and Infrastructure (MOTI) Infrastructure for submission to the Union of BC Municipalities (UBCM) for consideration at their annual convention this year.

On behalf of Abbotsford City Council, I am requesting your favourable consideration and support for this resolution should this resolution be accepted for debate at the 2020 Annual Convention of UBCM.

**Resolution - Development Cost Charges (DCC) Bylaw and Ministry of Transportation and Infrastructure (MOTI) Infrastructure**

WHEREAS the Ministry of Municipal Affairs and Housing administers the approval of the Development Cost Charges Bylaw for local municipalities and has rejected the inclusion of local governments capital costs for Ministry of Transportation and Infrastructure highway interchanges on the basis that the local government does not own the aforementioned tangible capital asset;

AND WHEREAS The Ministry of Transportation and Infrastructure expects up to 33% of highway interchange capital costs be paid for by the local municipality;

THEREFORE BE IT RESOLVED that the Province of BC provide for local governments to be able to include their portion of the capital cost for Ministry of Transportation and Infrastructure interchanges in their Development Cost Charges Bylaw or that Ministry of Transportation fully fund capital costs for all MOTI owned Interchange projects.

We look forward to your support on this matter.

Yours truly,

Henry Braun  
Mayor

c.

Council Members

Honourable John Horgan, Premier of British Columbia

Honourable Claire Trevena, Minister of Transportation and Infrastructure, BC

Honourable Darryl Plecas, Speaker of the Legislative Assembly of British Columbia, MLA Abbotsford South

Brad Vis, MP Mission-Matsqui-Fraser Canyon

Ed Fast, MP Abbotsford

Mike de Jong, MLA Abbotsford West

Simon Gibson, MLA, Abbotsford-Mission

The Lower Mainland Local Government Association

The Union of British Columbia Municipalities (UBCM) Annual Convention

British Columbia Municipalities and Regional Districts

## Councillors

R. Bruce Banman  
Les Barkman  
Sandy Blue  
Kelly Chahal



## CITY OF ABBOTSFORD

Mayor, Henry Braun

DATE Mar. 3/20  
NO 013 TO MCC - MAR. 10/20  
FILE NO 0400-60

VILLAGE OF SALMO

## Councillors

Brenda Falk  
Dave Loewen  
Patricia Ross  
Ross Siemens

February 25, 2020

File: 0530-03

*Via email*

Dear Mayor and Council:

### **Re: City of Abbotsford Resolution - Continued Expansion of Trans Canada Hwy #1**

At the February 24, 2020 Executive Meeting of Council, Abbotsford City Council endorsed a resolution in support of the continued Expansion of Trans Canada Highway #1 for submission to the Union of BC Municipalities (UBCM) for consideration at their annual convention this year.

On behalf of Abbotsford City Council, I am requesting your favourable consideration and support for this resolution should this resolution be accepted for debate at the 2020 Annual Convention of UBCM.

### **Resolution - Continued Expansion of Trans Canada Hwy #1**

WHEREAS the Province of BC has identified the Fraser Valley as a growth and innovation corridor as part of a framework for improving British Columbians' standard of living to restore the British Columbia Dream;

AND WHEREAS the critical congestion and safety challenges along the TransCanada Highway through the Fraser Valley and toward Hope continue to impact the provincial movement of goods and services and access to the Asia-Pacific gateway, undercut the economic viability of a region with the province's highest population growth, undermine public safety and quality of life for residents and travelers, and create significant environmental and greenhouse gas emission impacts for BC;

THEREFORE BE IT RESOLVED that the Province prioritize funding toward the continued expansion of the TransCanada Highway through the Fraser Valley and toward Hope in order to support HOV, Electric Vehicles, Autonomous Vehicles, Rapid Transit and Truck transportation (HEARTT);

AND BE IT FURTHER RESOLVED that this funding be made a high priority of the government of British Columbia.

We look forward to your support on this matter.

Yours truly,

Henry Braun  
Mayor



c.

Council Members

Honourable John Horgan, Premier of British Columbia

Honourable Claire Trevena, Minister of Transportation and Infrastructure, BC

Honourable Darryl Plecas, Speaker of the Legislative Assembly of British Columbia, MLA Abbotsford South

Brad Vis, MP Mission-Matsqui-Fraser Canyon

Ed Fast, MP Abbotsford

Mike de Jong, MLA Abbotsford West

Simon Gibson, MLA, Abbotsford-Mission

The Lower Mainland Local Government Association

The Union of British Columbia Municipalities (UBCM) Annual Convention

British Columbia Municipalities and Regional Districts

March 3, 2020

Village of Salmo  
PO Box 1000  
Salmo, BC  
V0G 1Z0

Re: Salmo Ladies Bonspiel Prize Donation Request

The Salmo Ladies Curling Club will be hosting our annual Ladies Bonspiel on March 13 – 15<sup>th</sup>, 2020. Curling teams are travelling from throughout the Kootenays to attend the event and proceeds from the bonspiel will go towards helping to cover the operating costs for the Salmo Curling Centre.

The Salmo Ladies Bonspiel prize committee would like to include 4 Village of Salmo Jackets in the selection of prizes. We would to request a donation of 2 Village of Salmo Ladies Jackets to go with the purchase of 2 jackets by the prize committee

Thank you so much for taking the time to consider our request, and we hope to hear from you soon.

Yours truly,



Tara MacDonald







Suite 10  
119 West Pender St  
Vancouver, BC  
V6B 1S5  
Canada

phone:  
(604) 683-6009

fax:  
(604) 683-7255

email:  
rcbc@rcbc.ca

web:  
www.rcbc.ca

March 2, 2020

Mayor Diana Lockwood and Council  
Village of Salmo  
PO Box 1000  
Salmo, BC V0G 1Z0  
Canada

Dear Mayor Diana Lockwood and Council:

**Re: Recycling Council of British Columbia's (RCBC) 46<sup>th</sup> Annual Conference on Circular Economy**

Established in 1974 as Canada's first non-profit waste prevention organization, RCBC is at the forefront of collaborating with businesses and local governments to promote both a sustainable environment and economy throughout the regions of our province.

This year's conference theme - **2020 Foresight: Transforming Tomorrow** – is set to run June 10 - 12, 2020 in Whistler, B.C. Of particular note is our keynote speaker, Vancouver Economic Commission (VEC) Director Bryan Bugey. With the knowledge that the transition to a low-carbon circular economy is a massive economic opportunity, Bryan shares his thoughts on the progressive municipal, provincial and federal priorities related to climate change and regional economic development. You'll hear how Vancouver's integrated Greenest City Action Plan, Renewable City 2050, and Zero Waste 2040, fit within Vancouver's business community and how similar initiatives can be applied to other regions. Bryan outlines how the VEC is accelerating the transition by supporting innovation, trade, investment and the move to a circular economy.

Programming for RCBC 2020, [www.rcbcconference.ca](http://www.rcbcconference.ca), will also include:

- extended producer responsibility
- provincial & federal plastics initiatives
- compostable plastics
- youth-led sustainability initiatives

As well, we plan to address a variety of waste, recycling, and diversion-related issues your council may be facing now or in the near future. We provide a three-day experience of policy development workshops, presentations, and opportunities to network with professionals and area experts to become better informed. Representatives from BC's industry stewards (eg. RecycleBC and Return-It), are attending, as well as the BC Ministry of Environment.

Our public policy work includes a Government Caucus Round Table to identify areas of policy priority on the Wednesday afternoon of June 10. So please join us at Canada's longest running sustainability event, the annual RCBC Conference on Circular Economy, now in its 46<sup>th</sup> year.

Thank you for your continued support. Let us keep working together to make a waste-free province through the application of sustainable circular economy principles. If you have any questions, you can reach me at 604-683-6009 ext. 307 or at [brock@rcbc.ca](mailto:brock@rcbc.ca).

Sincerely,

Brock Macdonald  
Chief Executive Officer

DATE Mar. 5/20  
NO 014 TO MIC-MAR.10/20  
FILE NO 0230-01  
VILLAGE OF SALMO

RECEIVED  
MAR 05 2020





Forest Enhancement  
Society of British Columbia

DATE Mar. 5/20  
NO 015 TO M&C-MAR.10/20  
FILE NO 0230-01  
VILLAGE OF SALMO  
RECEIVED  
MAR 05 2020

March 2, 2020

**Re: Forest Enhancement Society of BC Accomplishments Update**

Dear Mayor and Council of Salmo (Village),

British Columbians are concerned about climate change along with other environmental, social, and economic concerns. We want to know what our governments are doing to protect communities from wildfire risk, improve wildlife habitat, reduce greenhouse gases, expand the bio-economy, and enhance B.C.'s forests. The enclosed Forest Enhancement Society of BC (FESBC) Accomplishments Update provides a snapshot of the huge amount of work underway in a vast number of communities across British Columbia to address some of these concerns. We hope that you will find this update informative and will share this with your constituents, who we hope are pleased to see real-life projects happening around the province and often close to where they live.

Our forests are a heritage that defines our province. Managed properly, our forests provide important social, economic, and environmental benefits to all British Columbians, in both rural and urban areas. Investing in our forests can enhance the benefits they provide and help to protect them for future generations. As an example, FESBC recently announced \$30 million in grants for 42 new forest fibre utilization projects where First Nations, community forests, and B.C. companies will be using debris piles of wood fibre that would otherwise be slash burned. These piles will instead be chipped and converted to electricity, heat energy, and a variety of pulp products, adding value to this fibre and helping to achieve B.C.'s and Canada's climate change targets.

We can achieve social, environmental, and economic aspirations of British Columbians by investing in forests to reduce our carbon footprint, reduce wildfire risks, enhance habitat, and create jobs. This is a win-win-win on all fronts.

FESBC will be sending you a more comprehensive Accomplishments Report later this year. If you are interested in further information, please visit our website [www.fesbc.ca](http://www.fesbc.ca) or connect with our Executive Director Steve Kozuki at [skozuki@fesbc.ca](mailto:skozuki@fesbc.ca) or 1.778.765.0938.

Wayne Clogg, RPF  
Board Chair, Forest Enhancement Society of BC

056- MC







Consider who you would like to see acknowledged for their volunteer efforts in our community.

## Seeking Nominations!

# SALMO VALLEY VOLUNTEER LONG SERVICE AWARD

Nomination Deadline : March 31, 2020



*Find out if someone is eligible for this award, please refer to the Salmo Valley Volunteer Long Service Award Policy A-006.*







## **Councillor Reports**

**March 10, 2020**

### **Councillor Segall:**

March 1 – Met with Willie Kalmikoff to setup tasks for a working group to focus on an alternative Fire truck location.

Over the past few weeks, I have also met with Fire Chief David Hearn, Lana Bond and Fed Paton to evaluate alternative options.

The report based upon our study is in progress and will be tabled at the meeting on 24th March.

March 2 = Resolved issue with charges and configuration of the Flo Level 2 EV charger. AddEnergie (Quebec) had erroneously reset the rate to \$0.00 instead of the original \$9.00/hr. AddEnergie have agreed to pay us for the lost revenue since July 2019 less admin costs.

March 3 – Council Budget meeting and In Camera session.

March 4 – Salmo Elementary School – Attended School Board Visioning Session

March 5 – Studied the analysis prepared by the CAO on the Village Water consumption. The results showing an inordinate volume of water being consumed are of serious concern.



## Village of Salmo

### Mayor's Report - February 25 to March 9, 2020

#### Village Report

**February 27**, I was on a conference call with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRO) and other local government officials discussing issues regarding a Resolution Council put forward to UBCM last September about off-road vehicles.

Resolution B121 was passed at the UBCM and now sits in the hands of the Provincial Government. The Ministry has tasked a manager with going back to the local governments to get more information on how to make this resolution move forward. The *Off-Road Vehicle Act* (ORVA) needs to be reviewed and decisions need to be made how this will change. ICBC have their hands full with changes that they are going through like the Under-Insured. The permit issue still lies within the RCMP as it is already stated in the *Motor Vehicle Act* (MVA) that permits are allowed. In some places these permits are being issued, although we have not gotten to that point here yet. We will be having another conference call again soon.

I have been asked to go and speak at the Face to Face (F2F) in Chilliwack for ATVBC. ATVBC has partnered with BC Outdoors to hold both activities at the same place so more people can attend both events.

A short list of information that will be shared at this event:

- Find out about ORV friendly communities and the best places to ride in BC
- Discover how rural communities are allowing ride-in access to town for fuel/food/lodging
- Benefits & Economic Impact of ORV tourism in rural communities – it's a game changer!
- Learn how trails are managed in BC and how you can become a trail steward
- Get face-to-face dialogue on current trends, legislation, issues, actions and improvements
- Learn how to best use your Handheld GPS for proper navigation in the Backcountry
- Understand how outdoor recreational users work together and share the trails
- Hear about ORV riding on the roads back east and featured destination riding spots in Canada
- Find out the facts from Compliance & Enforcement, CVSE and Safety Instructors
- Meet and network with exhibitors and other outdoor enthusiasts at the BC Outdoor Show

**March 3**, I have committed to attending Seniors Coffee the first Tuesday of the Month when possible. This has given me the opportunity to share information about the services we receive here in the Village and through the RDCK.



### **RDCK Directors Report February 25 to March 9, 2020**

**March 5**, I attended the West Kootenay 100% Renewable Energy Working Group in Castlegar. There was some data that was shared about how many vehicles would have to be bought each year and how many homes would need to switch over their heating to meet our targets for 2030. The numbers were staggering.

The types of data that is collected is qualitative vs quantitative. Qualitative is easily described but hard to measure and quantitative is easy to measure but hard to describe.

We talked about how everyone needs to engage with retailers to reduce plastic; for example, encourage your local grocery store to not bring in items that are encased in plastic and have them talk to their suppliers to reduce the plastics being shipped. Manufacturers need to think about consumers what the items to come all wrapped up in. One example that was shared was about a business that shipped back the plastic to the sending company who finally they got the message and reduced the plastic being shipped.

### **RDCK Housing Survey**

The RDCK Housing survey is now underway. They are conducting an assessment of regional housing needs in partnership with Salmo and other municipalities. Please help us to better understand the challenges and opportunities community members face when finding a home in the region.

Make your voice heard at: [www.rdck.ca/housing](http://www.rdck.ca/housing) **Deadline March 31, 2020**  
For more information call or email: (250)352-6665 or toll free at 1-800-268-7325 [plandept@rdck.bc.ca](mailto:plandept@rdck.bc.ca)

This is posted on our website and Facebook. We also have paper copies and other handouts at the office.