The Corporation of the Village of Salmo

REGULAR MEETING (#07-20)

A Regular Meeting of the Council of the Village of Salmo to be held **ELECTRONICALLY** on **Tuesday, April 14, 2020** at 7:00 p.m.

Local Government Meetings and Bylaw Process (COVID-19) Order (Ministerial Order M083): effective on March 18, 2020 and lasting for the duration of the state of emergency, municipal councils and regional district boards are not required to allow the public to attend open meetings.

AGENDA:

1. **Call to Order**
2. **Council Procedure Bylaw #663, 2014**

   (1) That due to the exceptional circumstances created by the COVID-19 pandemic, that Council waive the requirements of Council Procedure Bylaw #663, 2014 Section 8 Electronic Meetings, Parts (4) & (5), to allow all Council members to participate via electronic means in order to comply with provincially mandated physical distancing requirements and not holding public gatherings, and that provision be made for members of the public to listen electronically to the Council meeting.
3. **Adoption of Agenda**

   That the draft agenda of Regular Meeting #07-20 of Tuesday, April 14, 2020 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "A" to include an Administration section.
4. **Delegations - NIL**
5. **Adoption of the Minutes**

   (1) That the draft minutes of the Regular Meeting #05-20 of Tuesday, March 10, 2020 be adopted as presented. Pg.3

   (2) That the draft minutes of the Special Meeting of Friday, March 27, 2020 be adopted as presented. Pg.11
6. **Referrals from Delegations - NIL**
7. **Referrals from Prior Meetings - NIL**
8. **Administration**

   (1) Disposal of Equipment Pg.15

   That Council receive for information the cost benefit on disposal of redundant equipment report as presented by CAO Williams, and

   That Council direct staff to dispose of the equipment through a bidding process.

   (2) Budget Discussion Pg.17
9. **Policy Development & Review - NIL**
10. **Bylaw Review & Development**

(1) Building Design Guidelines Bylaw #716, 2020 Pg.19

That the "*Building Design Guidelines Bylaw #716, 2020*" be given first reading.

(2) Fire Prevention Bylaw Amendment #719, 2020 Pg.57

That the "*Fire Prevention Bylaw Amendment #719, 2020*" be given first reading.

That the "*Fire Prevention Bylaw Amendment #719, 2020*" be given second and third reading.

11. Accounts Payable

That Council receive for information the list of accounts payable cheques and electronic fund transfers from March 6, 2020 to April 9, 2020 totaling $429,866.96. Pg.67

12. Correspondence Requiring a Council Decision

(1) City of Prince George Re: Sharing Payments from Opioid Class Action Lawsuit - #020 Pg.69

That Council approve the request of the City of Prince George to provide a favourable consideration and letter of support for the resolution for sharing payments from opioid class action lawsuits if it is accepted for debate at the 2020 Annual Convention of UBCM.

(2) National Volunteer Week April 19-25, 2020 – Mayoral Proclamation Pg.71

That Council approve the proclamation of April 19-25, 2020 as National Volunteer Week in Salmo, B.C.

13. Correspondence for Information Only

That Council receive for information the following correspondence from:

(1) Ducks Unlimited Canada Re: Thank You for the Support - #019 Pg.73

14. 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.

15. Adjournment

The next regularly scheduled Council meeting will be on April 28, 2020

DRAFT

The Corporation of the Village of Salmo

REGULAR MEETING #05-20 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, March 10, 2020 at 7:00 p.m.

PRESENT:	Mayor Diana Lockwood Councillor Endersby Councillor Jacquie Huser	Councillor Farrell Segall - *via telephone CAO Anne Williams Members of the Public - 2
REGRETS:	Councillor Heatlie	
CALL TO ORDER:	The Mayor called the meeting to order at 7:02 p.m.	
AGENDA: R1-05-20	Moved and seconded, 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. Carried.	
DELEGATIONS:	NIL	
MINUTES: R2-05-20 REGULAR MEETING January 14, 2020	Moved and seconded, that the draft minutes of the Regular Meeting #04-20 of Tuesday, February 25, 2020 be adopted as presented. Carried.	
R3-05-20 SPECIAL MEETING March 3, 2020	Moved and seconded, that the draft minutes of the Special Meeting of Tuesday, March 3, 2020 be adopted as presented. Carried.	
REFERRALS FROM DELEGATIONS:	NIL	
REFERRALS FROM PRIOR MEETINGS: R4-05-20 FEBRUARY 25, 2020 – 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. Carried.	
ADMINISTRATION: DISCUSSION	Council reviewed and discussed the report from staff regarding placing a Notice on Title on Lot 13 Block 6 District Lot 206A Kootenay District Plan 622 PID 006-192-211 as requested action had not yet been undertaken and the	

Village must undertake its legal responsibilities to protect the Village from liability.

The property owners had been invited to attend the Council meeting to discuss this matter.

CURTIS RICHENS

Mr. Richens addressed Council regarding the proposed Notice on Title and requested that they be given an extension to the end of May to correct the issue. He mentioned that his father-in-law passed away last year making it hard to complete the request to fix the building issue.
Mr. Richens departed the meeting following his statement.

Council continued discussion taking into consideration the length of time that had already passed, Mr. Richens statement, and the Village's legal responsibility.

R5-05-20
NOTICE ON TITLE: 518 DAVIES AVENUE, SALMO, BC

Moved and seconded, 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.

Carried.
Councillor Segall recorded as opposed.

POLICY DEVELOPMENT & REVIEW:

NIL

BYLAW DEVELOPMENT & REVIEW:

BUILDING DESIGN GUIDELINES BYLAW #716, 2020 - DISCUSSION

Council discussed the proposed "*Building Design Guidelines Bylaw #716, 2020*". Suggested changes will be incorporated by the CAO and it will then be brought forward for formal readings.

ACCOUNTS PAYABLE:

R6-05-20

Moved and seconded, 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.

Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION:

R7-05-20
RDCK RE: LETTER OF CONSENT BYLAW #2707

Moved and seconded, that Council provide a letter of consent to the RDCK for the "*Kootenay Lake West Transit Service Amendment Bylaw #2707, 2020*".

Carried.

R8-05-20
CITY OF ABBOTSFORD RE: DEVELOPMENT COST CHARGES (DCC) BYLAW AND MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE (MOTI) INFRASTRUCTURE - #012

Moved and seconded, 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.

Defeated.

R9-05-20
CITY OF ABBOTSFORD RE: CONTINUED EXPANSION OF TRANS CANADA HWY #1 - #013

Moved and seconded, 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.

Carried.

R10-05-20
SALMO CURLING CENTER RE: SALMO LADIES BONSPIEL PRIZE DONATION REQUEST - #016

Moved and seconded, 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.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R11-05-20

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

(1) Recycling Council of BC Re: 46th Annual Conference on Circular Economy June 10-12, 2020 in Whistler, BC - #014
(2) Forest Enhancement Society of BC Re: Accomplishments Update
(3) Salmo Valley Volunteer Long Service Award

Carried.

MEMBER REPORTS & INQUIRIES:

COUNCILLOR ENDERSBY

Councillor Endersby reported that:

- She attended the library AGM and regular meeting on March 9 at which the budget was approved and passed with a deficit of approximately $3,000 largely due to the minimum wage increase occurring June 1.

COUNCILLOR HUSER

Councillor Huser had nothing to report.

COUNCILLOR SEGALL

See Appendix A.

MAYOR LOCKWOOD

Mayor Lockwood reported that:

- The CBT and Rural Health meeting scheduled for March 11 have been cancelled.

- See Appendix B.

R12-05-20 VERBAL & WRITTEN 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:	NIL
IN CAMERA RESOLUTION:	
R13-05-20 9:04 p.m.	Moved and seconded, that the meeting be closed to the public under Section 90(1)(i) of the *Community Charter*. Carried.
RECONVENE OPEN MEETING:	The regular Council meeting was reconvened at 9:21 p.m.
R14-05-20 SEPTIC HAULAGE	Moved and seconded, that Council direct staff to proceed with a one-year pilot project with Beaver Septic to accept septic haulage at the WWTP. Carried.
ADJOURNMENT: R15-05-20	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, March 10, 2020.

Mayor

Chief Administrative Officer

Appendix A - 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.

Appendix B

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

March 10, 2020 Council Meeting

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 placed 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. Manufactures 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 **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

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

DRAFT

The Corporation of the Village of Salmo

SPECIAL MEETING MARCH 27, 2020 MINUTES

Minutes of the Special Meeting of the Council of the Village of Salmo held electronically on Friday, March 27, 2020 at 1:00 p.m.

PRESENT:

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

CALL TO ORDER: The Mayor called the meeting to order at 1:00 p.m.

COUNCIL PROCEDURE BYLAW #663, 2014:

R1-0327-20 Moved and seconded, that due to the exceptional circumstances created by the COVID-19 pandemic, that Council waive the requirements of *Council Procedure Bylaw #663, 2014* Section 8 Electronic Meetings, Parts (4) & (5), to allow all Council members to participate via electronic means in order to comply with provincially mandated physical distancing requirements and not holding public gatherings, and that provision be made for members of the public to listen electronically to the Council meeting.

Carried.

AGENDA:

R2-0327-20 Moved and seconded, that the draft agenda of Special Meeting of Friday, March 27, 2020 be adopted as presented.

Carried.

UTILITY DISCUSSION:

Council discussed various options for extending the utility discount date to help assist individuals that may be financially struggling due to the coronavirus epidemic.

R3-0327-20
UTILITY BILL DISCOUNT EXTENSION

Moved and seconded, that council direct staff to extend the 10% discount on utility bills until June 1st, 2020 provided that the utility customer has paid a minimum of 50% of their utility bill by April 15th, 2020. Accounts outstanding after 12:00 a.m. midnight on June 1st, 2020 will incur the additional 10% on outstanding amounts.

Carried.

UPDATE Mayor Lockwood provided Council members with an update on the various telephone meetings and initiatives regarding COVID-19.

ADJOURNMENT: Moved that the meeting be adjourned at 1:40 p.m.

Carried.

I hereby certify the preceding to be a true and correct account of the Special Meeting of Council held on Friday, March 27, 2020.

Mayor

Chief Administrative Officer

DRAFT

Update for Council March 27, 2020

RCMP – front doors are still opened to the public although the communication is done through the window with the secretary.

They have been conducting their driveby's for both playgrounds.

Compliance for business closures and gathering.

Call volume is the same as per usually.

WELLNESS CENTER – Dr. Dixon-Warren put me off to IHA, so I am not sure how our clinic is doing. I do know our doctors are doing telephone appointments.

FIRE – Chief Hearn has reassured me how they are handling the cleaning of the trucks and equipment after a call. He suspended all fire practices for the foreseeable future and recommended to all our firefighters to practice social distancing as much as possible. Any firefighters who have been out of the country have been told that they have to quarantine for the mandatory 14 days. If any firefighter has any cold or flu like symptoms, or have household members that have any cold or flu like symptoms, or has been in contact with a possible exposure to a person suspected of having the COVID-19 virus, they have been told not to respond to calls (unless it is an absolute emergency and additional members are acutely required, then they respond and keep a minimum of 2 meter separation from other members).

They also have a grab bag for members to take on all calls during this current pandemic threat. The bag contains doctor's smocks and N95 masks, as well as hand sanitizer.

OFFICE – The staff have started on a rotation in the office. They have remote access to their homes to continue with work. There will always be one staff in the office. All staff have been asked to tell family members to not come to the workplace at this time. This also included the civic works shop.

IHA – We have a total of 18 ventilators in our region and 7 ICU beds. Although they can change a room very quickly into an ICU room so 7 beds would not be accurate. There are three testing sites in the West Kootenays, Trail, Nelson, and Grandforks. You will access the site by phone as they will not see you if you show up at the site. They will triage you over the phone through a series of questions and then decide if you should be tested or stay home and isolate or go to the nearest ER.

PROVICIAL GOVERNMENT – Meeting March 26, there has been an Economic Recovery Task Force struck and they have already met to start working on a plan to kick start the economy when the time comes. Premier Horgan, Minister James and Mungall, and two business leaders from around the province will make up the task force. Minister Mungall is also chairing the Business Round Table, although she did not go into what this was about.

They are allowing local governments to hold meetings without having to have public invited. Our procedures will change as time goes on.

To use our Bylaw Officers to educate people that are still gathering and use the RCMP.

MINISTER MUNGALL – March 26, she was checking in with the RDCK directors. She spoke about a COVID-19 BC app and how it has answered questions for her personally. She spoke about how everyone is working together as this is a battle that is not shared by one. The government wants to know what buildings are available for emergency's in each of our areas. She checked in with all the Chamber of Commerce's in the Central Kootenay's.

Communication seems to be flowing but not sure it is flowing quick enough to reduce the fears of people losing their jobs. That we as local government, need to have direct communication with our EMBC.

What the Provincial Government is talking about everyday – **"WHAT WE NEED TO BE READY FOR NEXT?"**

Village of Salmo

25-Feb-20

Very Basic Cost Benefit analysis for 1980 grader & notes on other equipment that could be disposed of

		Estimated Sale Value		Cost of Repairs 2017 to date							
Description/Comments	**Book Value**	**Minimum**	**Maximum**	**labour**	**fuel**	**parts**	**3rd party**	**insurance**	**Total Repair Costs to Date**	**Needed Repair Costs**	**Total Needed Repair/Maint Costs - Minimum**
1982 Dump truck	**$0**	$200	$700								
This truck does not run, it has been scavenged for parts over the years and is just taking up yard space.											
A couple of parties have shown interest in purchasing it for the remaining parts.											
Old Hustler Mower	**$0**	$100	$200								
Motor is blown & parts are no longer available. Can sell for scrap or parts.											
1980 Grader, purchased 2008	**$0**	$3,000	$10,000								
Cost of repairs 2017 to date				$3,220	$1,339	$2,738	$1,968	$1,098	**$10,363**		
It has not been used in nearly 2 years due to the need for repairs & tires.											
Needed repairs:											
new tires to replace the bald ones- min. $2,000 ea. (loader was $2k ea.)										$8,000	
hydraulics on wing (broken in half) - per licensed industrial mechanicl can't use/run without it being fixed - minimum est. parts & outside labour										$2,500	
Miscellaneous parts & labour										$1,500	**$12,000**
Ongoing insurance maintenance costs								$300			**unknown**
The 1980 grader also poses a safety/liability issue for the village											
It is dangerous to operate - you have to stand to operate it which is difficult & bumps in the road are hazardous											
to the operator. Denny has already been thrown into the windshield.											
As it is kept outside and seldon used, it is frozen up so the controls don't work.											
It needs to be kept inside to prevent freezing & protectect it from the elements.											
We have very limited interior equipment storage space & it would not have priority over other equipment.											
It has not been used in 2 years due to the need for repairs and the difficulty operating it and/or thawing it out.											
All repairs would have to be done by a third party as our staff do not have the time to do them, nor can they change the tires.											
									Min	**Max**	
Rental Cost with operator & fuel included is $145/hr $1,015/7 hr day.			Min 3, Max 5 days per year						$3,045	$5,075	
A grader is needed max 5-7 days a year, minimum 1-5. The new loader can handle much of the work it used to do.											
Rental would only be necessary if the job can only be done with a grader.											

Capital Upgrades & Budget Summary of Requests 2020 v5

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

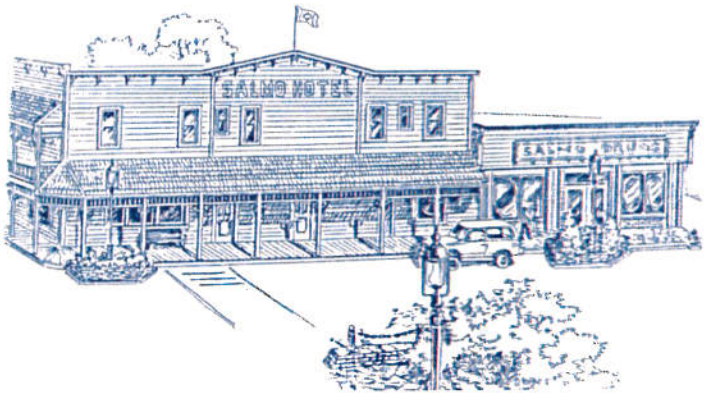
March 24, 2020 -

				Mar 3 Approved				Mar 24 Proposed				
Item #	Budget Line #	Account #	Project	Grant Rec'd	Other Funder	Village	Total Cost	Grant Rec'd	Other Funder	Village	Total Cost	Comments
			Capital & Major Maintenance Projects									
1	275	10-22-1000-450	Firehall equipment	0	15,000	10,000	**25,000**	0	25,000	0	**25,000**	necessary equip
2	279	10-22-1000-600	Hall Maintenance (Fire Hall)	0	0	15,000	**15,000**	0	15,000	0	**15,000**	must fix
3	319	10-22-8200-501	Contract Services - Flood Control	75,000	0	25,000	**100,000**	75,000	0	0	**75,000**	contract completion, grant money
4	377	10-23-2300-402	Parts-Trackless #2	0	0	10,000	**10,000**	0	5,000	5,000	**10,000**	need for next winter
5	494	10-23-3300-501	Contract Services - Sidewalks	0	0	25,000	**25,000**	0	0	25,000	**25,000**	liability if not fixed
6	579	10-25-1000-301	Materials & Supplies - Cemetery	0	0	10,000	**10,000**	0	0	0	**0**	postpone a year
7	586	10-25-2000-501	3rd Party Charges Wellness Centre	0	0	5,000	**5,000**	0	0	5,000	**5,000**	Could come out of Werllness reserve?
8	591	10-26-1500-100	General Expenditures - Community Develo	37,000	0	3,000	**40,000**	37,000	0	3,000	**40,000**	grant in place
9	591	10-26-1500-100	General Expenditures - Community Develo	10,159	10,000	4,841	**25,000**	10,159	10,000	4,841	**25,000**	grant in place
10		10-29-0000-000	Generator Building (Sayward Well)	0	0	15,000	**15,000**	0	0	15,000	**15,000**	partially constructed, needs completion
11	728	10-29-1006-501	Material & supplies - Waste Containers	0	10,000	0	**10,000**	0	10,000	0	**10,000**	RDCK funded?
12	736	10-29-1013-301	Firehall Upgrades	0	0	45,000	**45,000**	0	0	45,000	**45,000**	Need to do repair work, FD to decide which work has priority

~~13~~	~~737~~	~~10-29-1013-501~~	~~Firehall Upgrades - contract services~~	~~0~~	~~0~~	~~0~~	~~0~~				0	
14	745	10-29-1016-501	Paving	0	0	30,000	**30,000**			30,000	**30,000**	can't neglect
15	753	10-29-1023-301	Lion's Park Bathroom	32,397	0	12,603	**45,000**	32,397		12,603	**45,000**	grant in place
16	757	10-29-1024-501	Shop Maintenance/Upgrades (Carport Enclosure)	0	0	100,000	**100,000**	0	0	0	**0**	will have to wait a year, meantime evaluate what to do & draw up plan
17	765	10-29-1029-501	Contract Services	0	0	75,000	**75,000**	0	75,000	0	**75,000**	bldg. falling down
18	769	10-29-1037-501	Contract services - KP Park	200,000	0	100,000	**300,000**	200,000	0	100,000	**300,000**	Start this year if possible, postpone a year if necessary
19	828	11-24-4000-301	Materials & Supplies	0	0	13,000	**13,000**	0	0	13,000	**13,000**	needed to complete install of generator
20	854	11-29-2000-100	Reservoir Fence	0	0	0	**0**				**0**	postpone a year
				354,556	**35,000**	**498,444**	**888,000**	**354,556**	**140,000**	**258,444**	**753,000**	
		Diff Mar 3 vs. Mar 24						**0**	**105,000**	**-240,000**	**-135,000**	

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

Mayor

Chief Administrative Officer

CONTENTS

BYLAW #716 2020, SCHEDULE A 1

BYLAW #716 2020, SCHEDULE B 2

INTRODUCTION 2

Building Design Overview 2

Official Community Plan 2

The Permit Area 2

Thematic Guidelines 2

Jurisdictional Authority 3

BC Energy Step Code 3

FireSmart 3

General Design Guidelines 3

Benches and Seating 4

Resource Recovery (Waste & Recycling) 4

SECTION A – ELEMENTS OF THE STREETSCAPE 5

1. Style 5
2. General Environmental Considerations 5
3. Accessibility / Universal Design 6
4. Development Lot Coverage 6
5. Setback 6
6. Scale 6
7. Proportion 6
8. Pattern 8
9. Secondary Facades 8
10. Maintenance 8
11. Roof (new section) 8

SECTION B – ELEMENTS OF THE BUILDING FACADE 15

1. Exterior Wall Materials 15
2. Wall Openings 16
3. Ornamentation 18
4. Cornice Treatments 18

5. Colour 18
6. Roofing Materials 19
7. Lighting on Buildings 19

SECTION C: WILDFIRE INTERFACE DESIGN GUIDELINES 22

1. Applicable Area 22
2. Site Considerations 22
3. Building Materials 22

SECTION D: BUILDING SIGNAGE 24

1. Types of Signage 24
2. Letter Typeface and Colour Details 24
3. Materials and/or Surfaces 24
4. Building Fascia Signage 25
5. Projecting Signage 25

SECTION E: AWNINGS, CANOPIES & BALCONIES 27

1. Design 27
2. Encroachment 27
3. Awning Styles 27
4. Fabric, Pattern & Colour 28

APPENDIX A 32

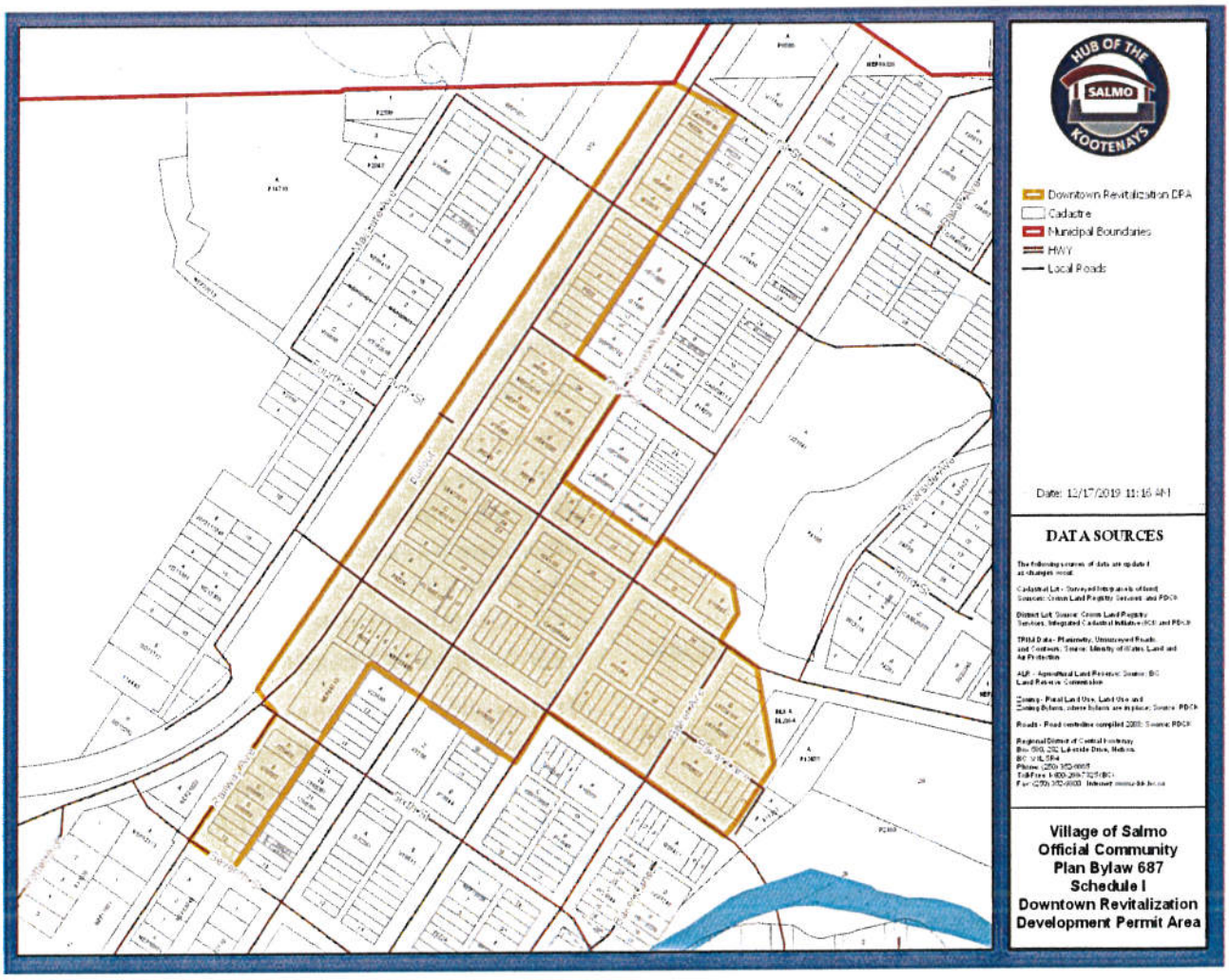
Development Permit Application Procedure 32

Plates:

PLATE 1: STYLE - PARTS OF THE BUILDING
PLATE 2: SETBACK
PLATE 3: SCALE
PLATE 4: PROPORTION
PLATE 5: WALLS, WINDOWS & SKYLINE
PLATE 6: EXTERIOR WALL MATERIAL
PLATE 7: WINDOWS & DOORSPLATE 7: WINDOWS & DOORS
PLATE 8: ORNAMENTATIONPLATE 9: PROFILE & CORNICE TREATMENT
PLATE 9: PROFILE & CORNICE TREATMENT
PLATE 10: SIGNAGE
PLATE 11: SIGNAGE LETTERING STYLES
PLATE 12: CRITICAL AWNING DIMENSIONS
PLATE 13: AWNING STYLES
PLATE 14: CRITICAL CANOPY DIMENSIONS

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*[1] - 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.

  iii. 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.

  iii. Weathered wood appearance (natural wood, stained wood, preferred to painted wood), masonry or stone.

  iv. Wood canopies.

[1] http://energystepcode.ca/

v. Signs should be complementary colours and lettered in Roman or Gothic styles.

(d) In the case of new multi-unit residential structures, it is encouraged that each residential unit 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^2 (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.

viii. 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.

Resource Recovery (Waste & Recycling)

Waste and recycling receptacles shall be provided by the Village on retail streets, at designated 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 velocity pressure of .33 kPa

Note: For information regarding wind velocities please reference the *BC Building Code, Division B, Appendix C. Table 2, Nelson*[2] 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 ice accumulation; and walkways, entries, and other human-use areas should be designed with the aim of minimum potential ice build-up and

[2] BC Building Code: http://free.bcpublications.ca/civix/document/id/public/bcbc2018/bcbc_2018dbac

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.

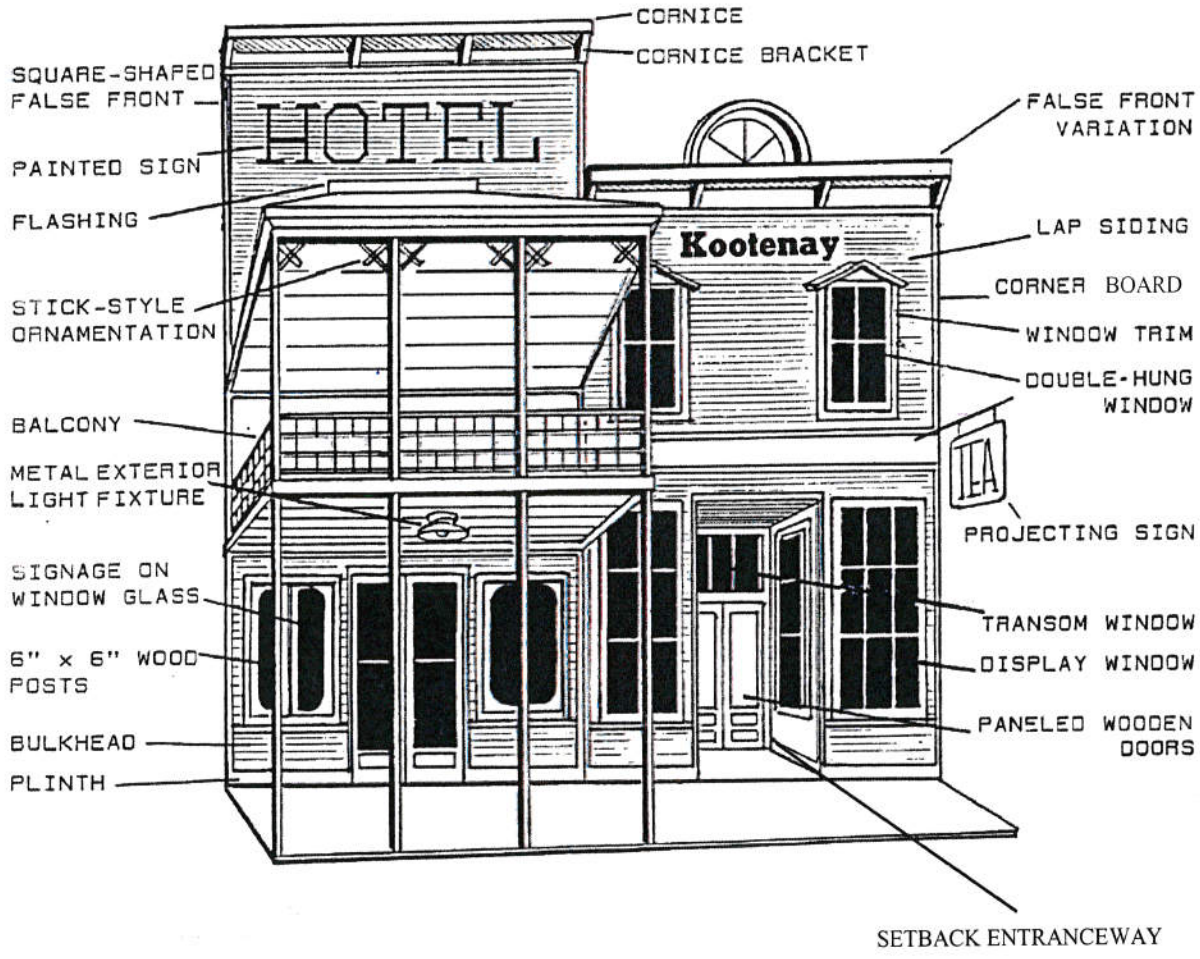
Typical floor to floor height is 2.8 - 3 meters (around 10 feet). A two-storey residential building could at least reach 6 meters (20 feet) high minimum or up to 10 meters (32.8 feet) high maximum with a false front.

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 *Unsightly 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 heating and air conditioning units, 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. All rooftop mechanical must be be designed and installed according to the applicable Building Code regulations.

(d) Usable Roof Terraces

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

(e) Sustainable Design

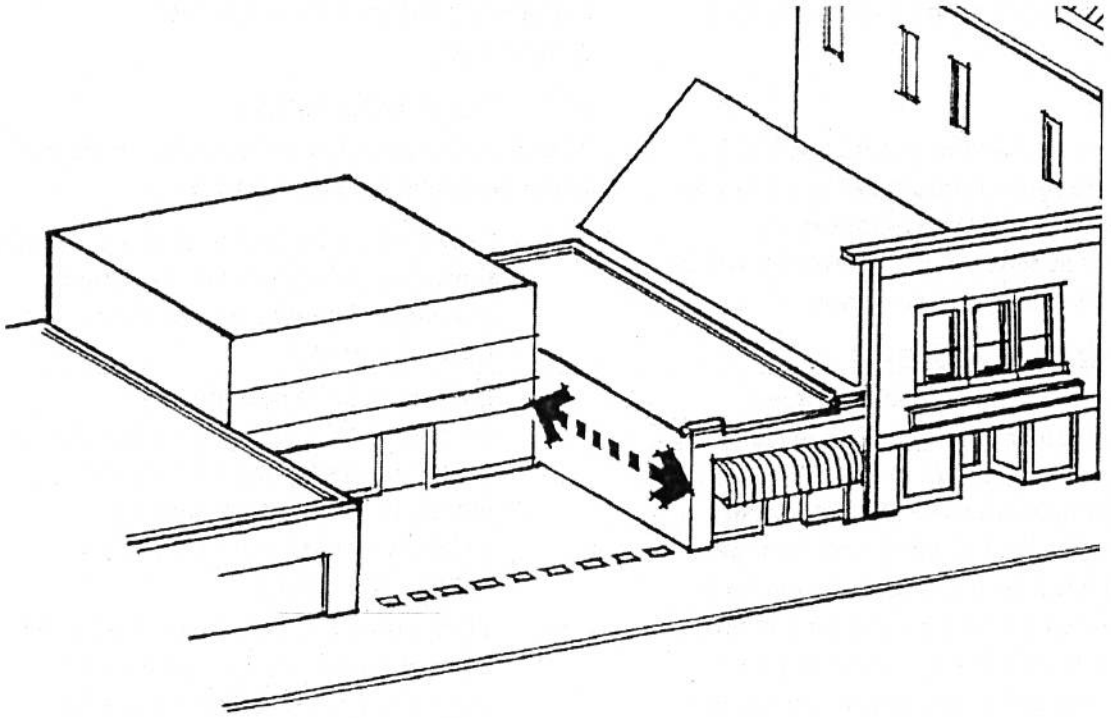
The following guidelines should be considered when designing a building's roof:

i. Optimizing solar gain and using durable, thermally efficient roofs that reduce heating and cooling and enhance thermal comfort.

ii. 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.

iii. Where possible, the use of solar panels is encouraged. (Please note that a Variance may need to be applied for and approved.)

PLATE 2: SETBACK



CONSIDER PROPOSED SETBACK WITH RESPECT TO CONTEXT WITH PREVAILING PATTERNS

PLATE 3: SCALE

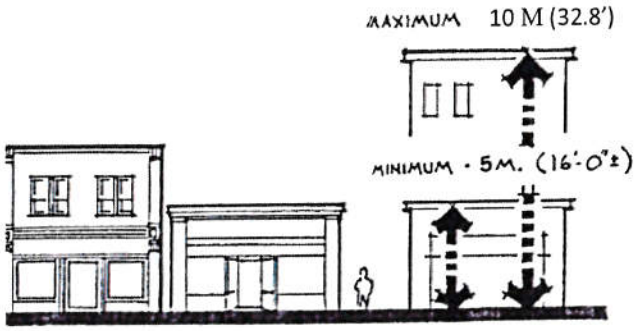
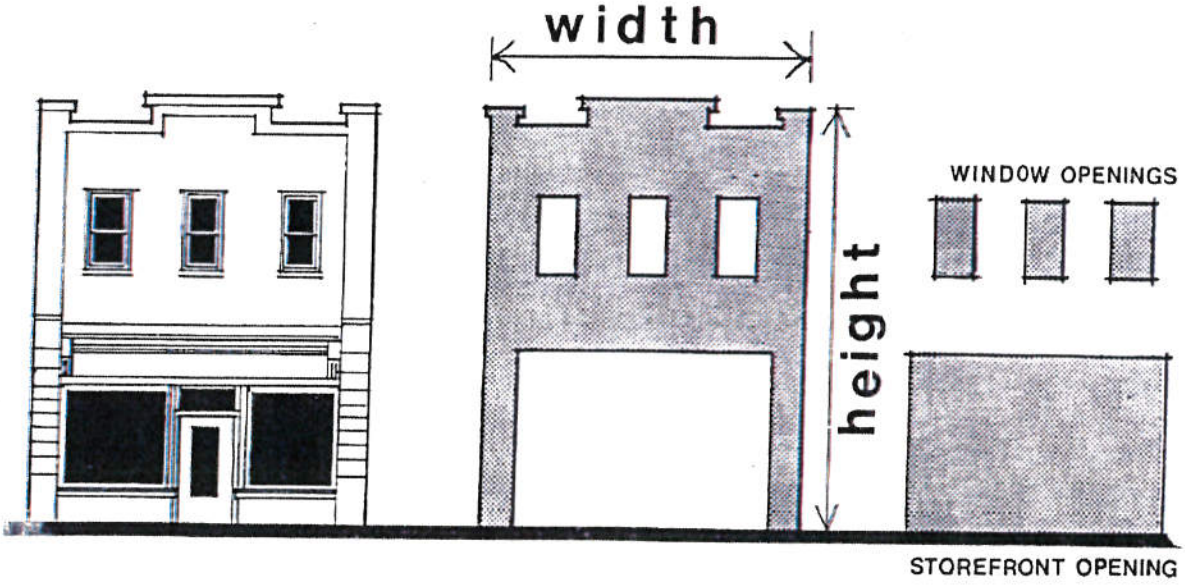


PLATE 4: PROPORTION



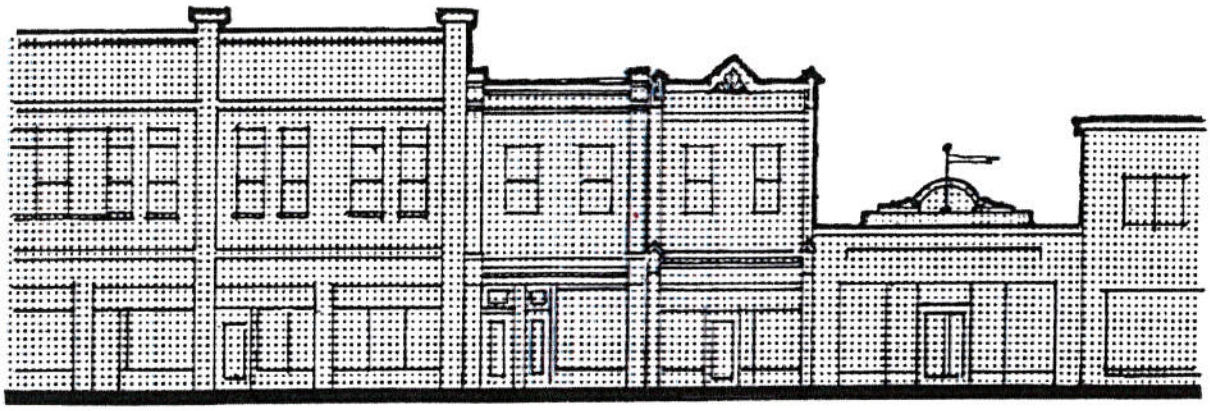
vertical emphasis

horizontal emphasis

PLATE 5: WALLS, WINDOWS & SKYLINE

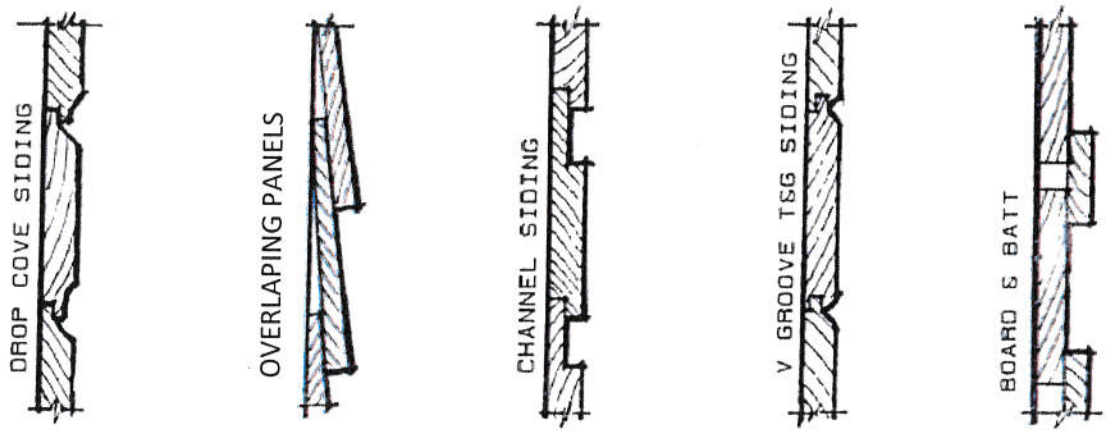
window pattern·

articulated skyline·



storefront rhythm·

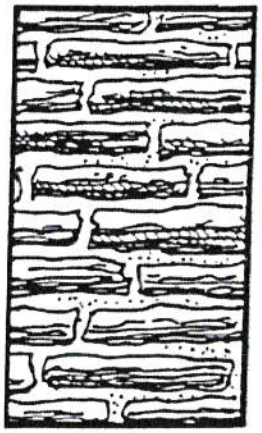
PLATE 6: EXTERIOR WALL MATERIAL



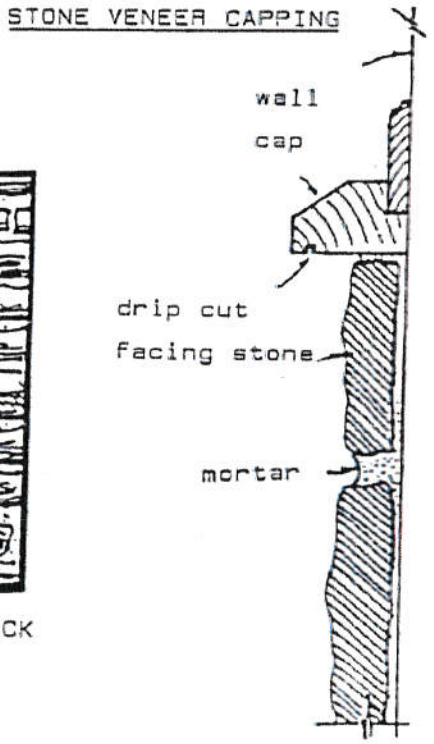
wood siding patterns

REGULAR COURSED STONE

RANDOM COURSED VENEER



STACKED DRY PACK



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 minimalized. 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

Preferred:

- 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

The use of synthetic materials is 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.

Preferred:

- 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.

Preferred:

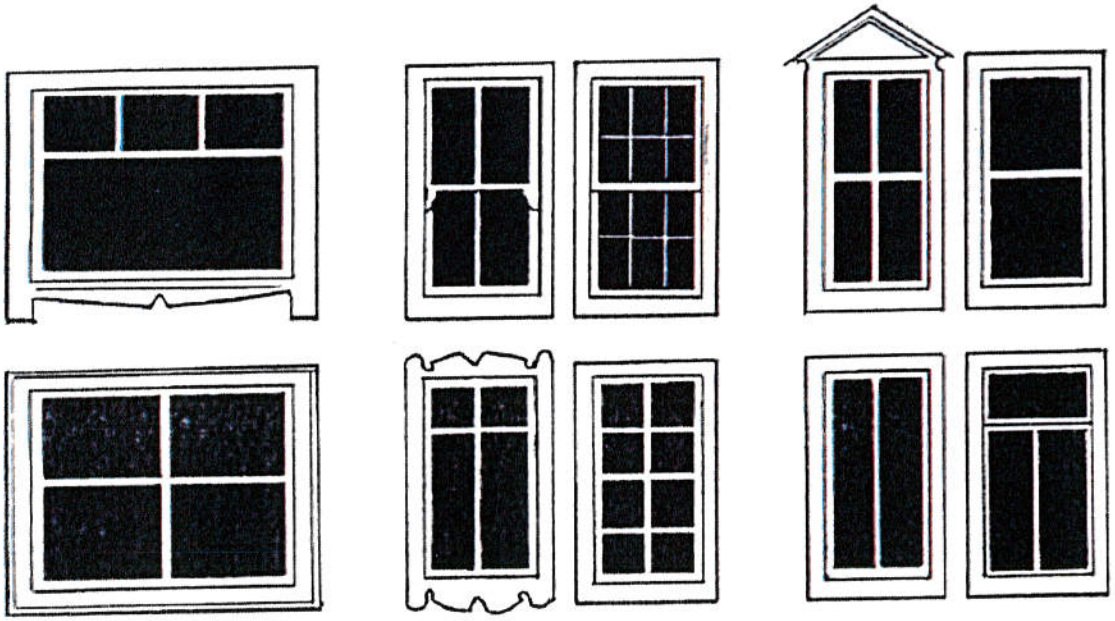
- Painted or anodized metal doors
- Paneled wooden doors
- Paneled wooden doors with glass
- Paneled doors with sidelight or transom lights

Discouraged:

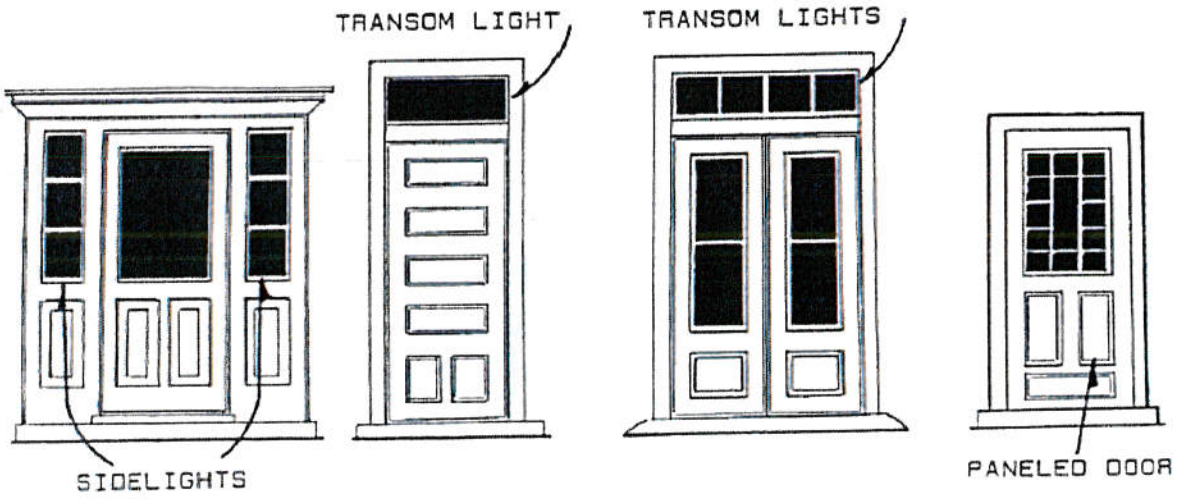
- Flush, rather than paneled, wooden doors
- Unpainted metal or aluminum doors
- Sliding glass doors at the front of a building.

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.

Preferred:

- 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.

Preferred:

- 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.)

Preferred:

- 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

Preferred:

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

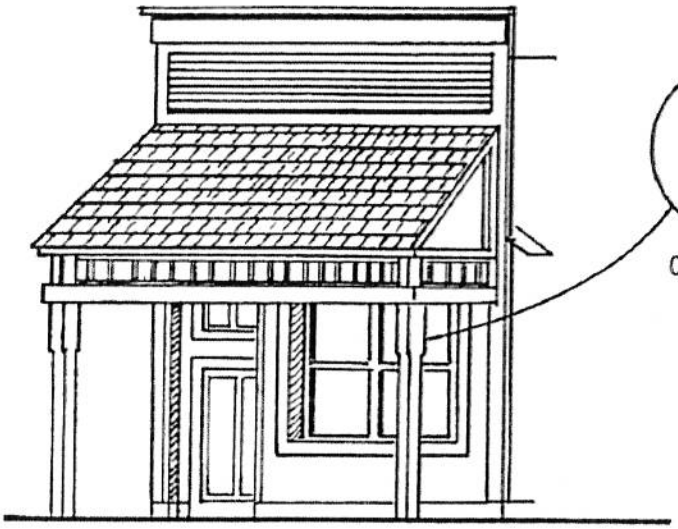
Discouraged:

- Neon

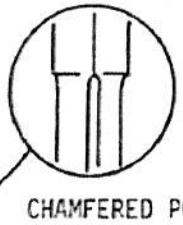
Prohibited:

- Old English style carriage lanterns

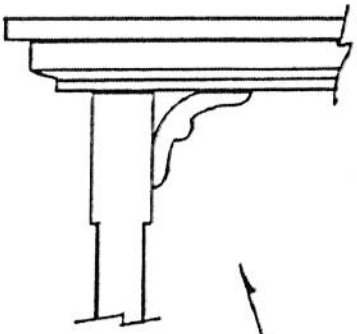
PLATE 8: ORNAMENTATION



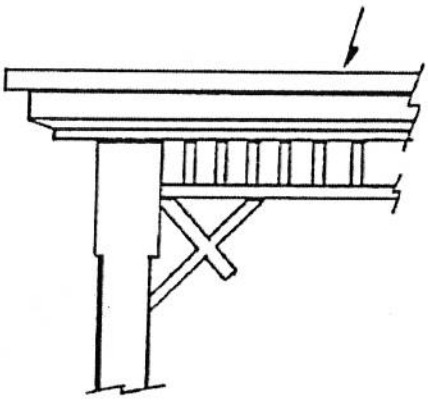
A TYPICAL SALMO CANOPY DESIGN

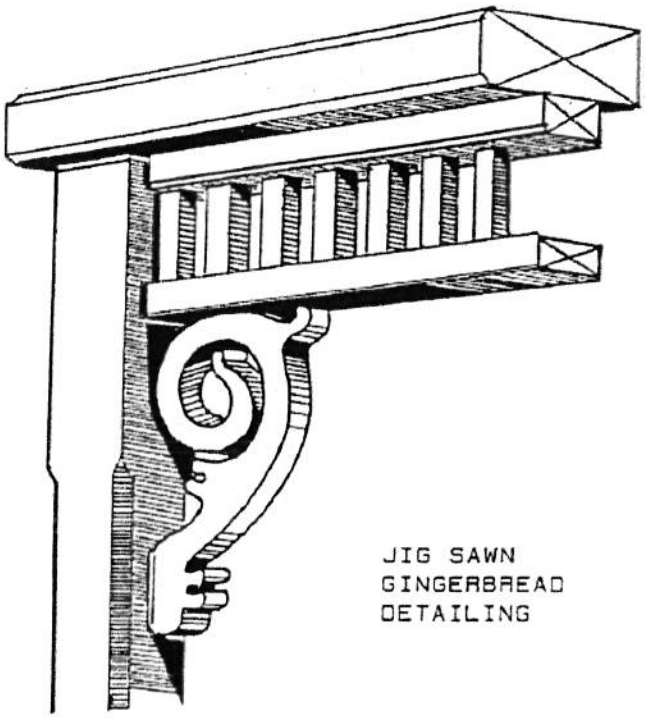


CHAMFERED POST

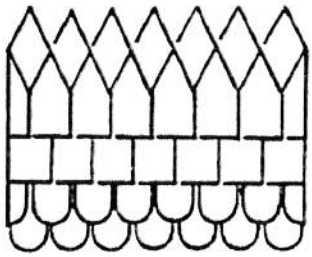


STICK-STYLE ORNAMENTATION





JIG SAWN GINGERBREAD DETAILING

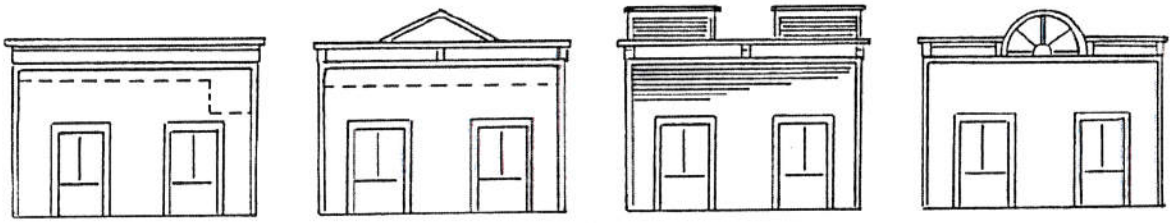


SHAPED SAWN SHINGLES

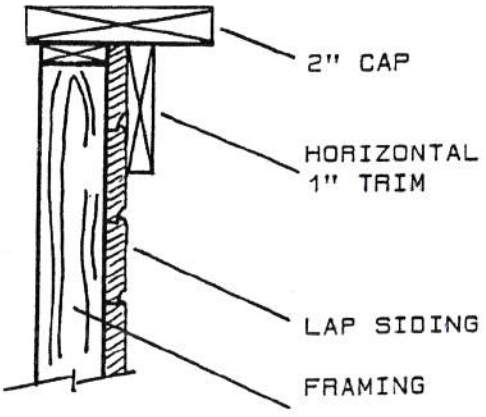
PLATE 9: PROFILE & CORNICE TREATMENT

BUILDING PROFILES

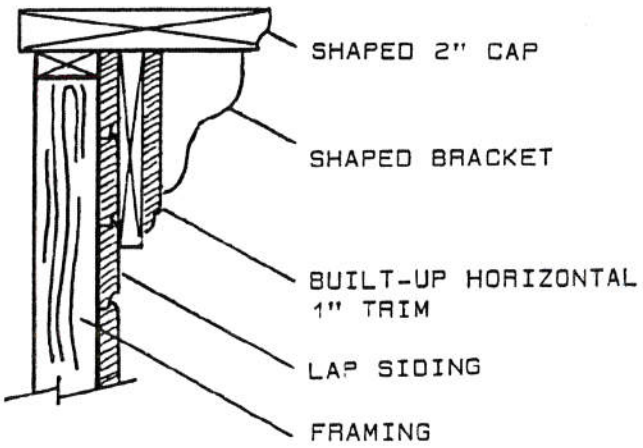
Roofline or building profiles similar to those illustrated below, were once common in historic Salmo. In cases of renovation to existing buildings where the roofline does not follow traditional patterns, false fronts may be constructed and attached to create the proper period style.



SIMPLE CORNICE



MORE ELABORATE CORNICE



SECTION C: WILDFIRE INTERFACE DESIGN GUIDELINES

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

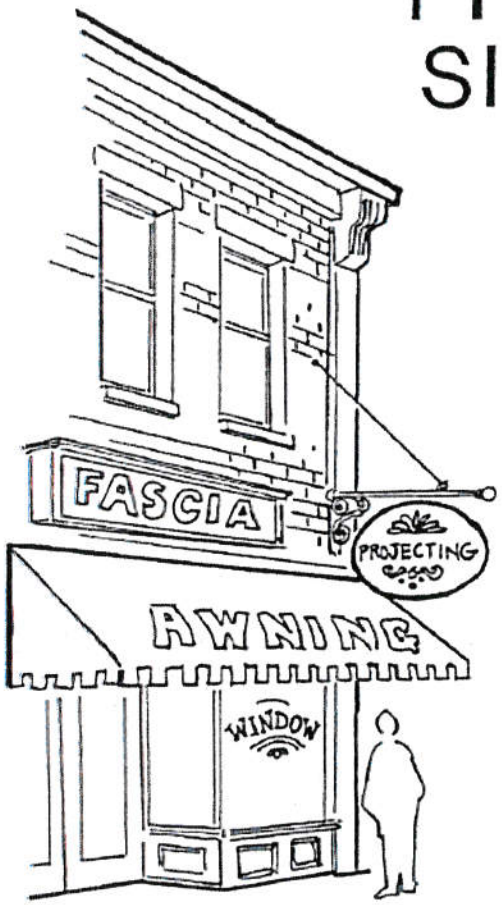
- Reduce dry combustible materials from forest under storey.
- Space trees so that crowns are 3-6 metres apart.
- Remove deadfalls, thick shrubbery, including low evergreens.
- Retain fire resistant deciduous trees.

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

Preferred:

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

Discouraged:

- Rooftop signs
- Sandwich-board signs on sidewalk

Prohibited:

- Animated (flashing or moving) signs
- Banners*

*Note: The only banners permitted in the downtown area are temporary cross-street banners promoting a special event for which a Permit has been obtained through the Village office.

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.

Preferred:

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

Discouraged:

- Large expanses of white backgrounds

3. Materials and/or Surfaces

Preferred:

- 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
- Non-flashing Neon

Discouraged:

- Hanging or projecting illuminated plastic

Prohibited:

- Unfinished plywood
- Animated (Flashing or moving) illuminated signs

4. Building Fascia Signage

Preferred:

- 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

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.

5. Projecting Signage

Preferred:

- 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

Prohibited:

- Animated (Flashing or moving) illuminated signs

PLATE 11: SIGNAGE LETTERING STYLES

AZ

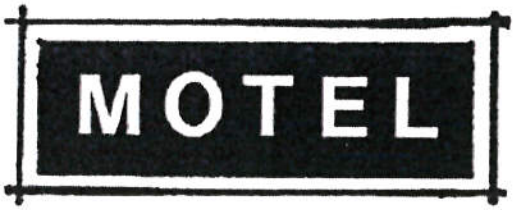
ROMAN

AZ

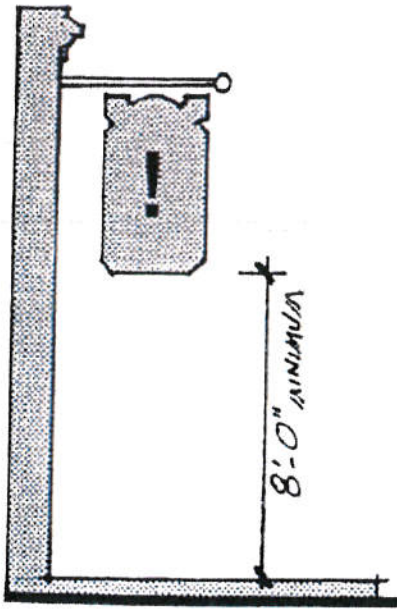
GOTHIC

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.

Preferred:

- 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.

Preferred:

- Cottons and acrylics and vinyls are acceptable in stripe patterns and fascia panels only
- Two colour stripe patterns, particularly on the top sheet panel using historical colours.
- 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

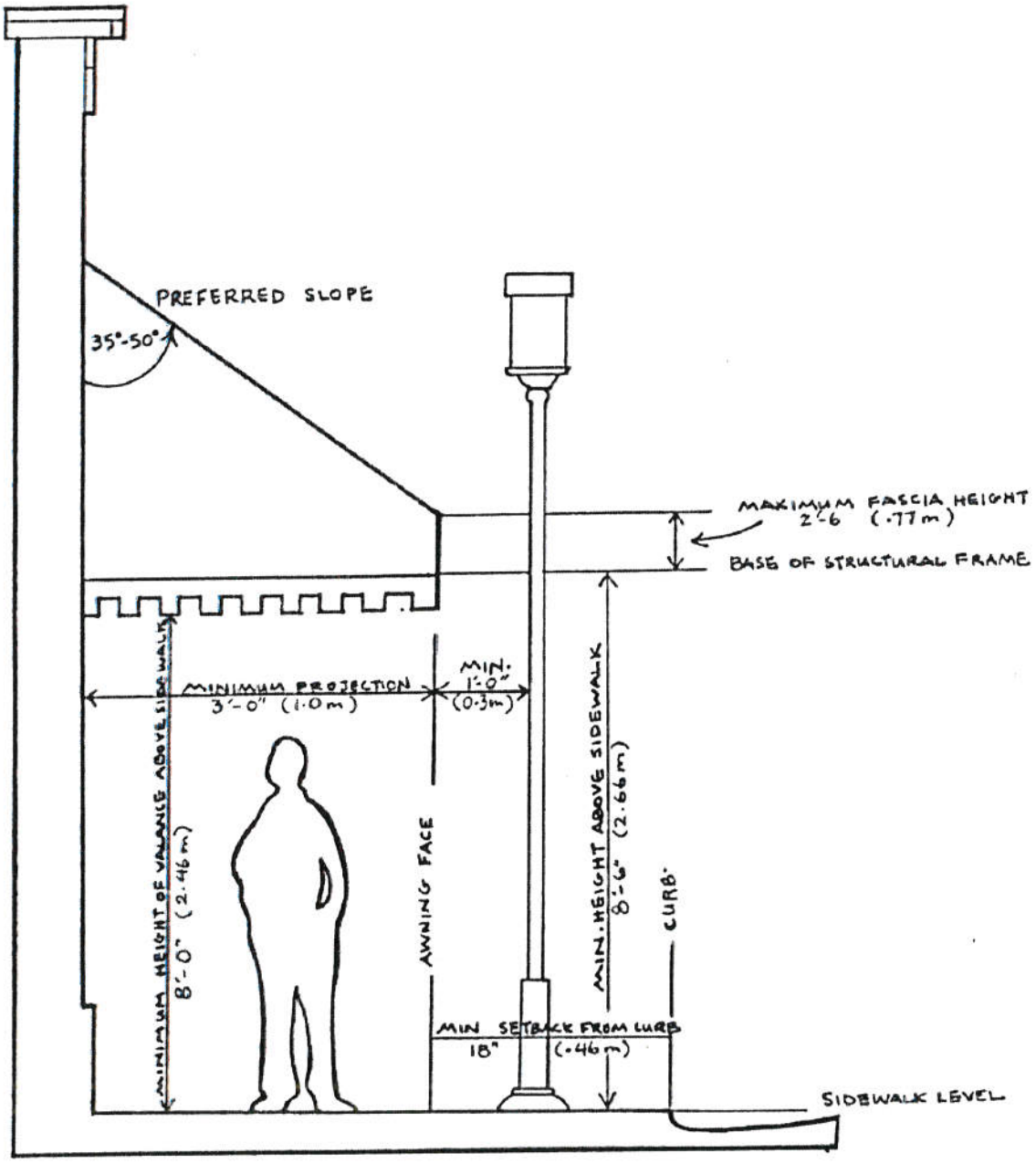
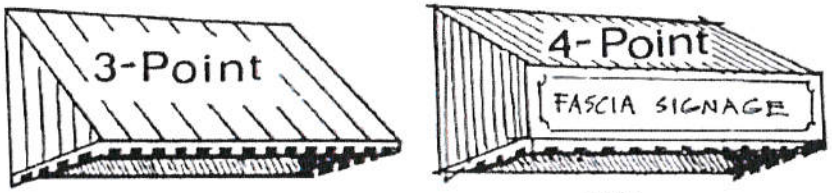
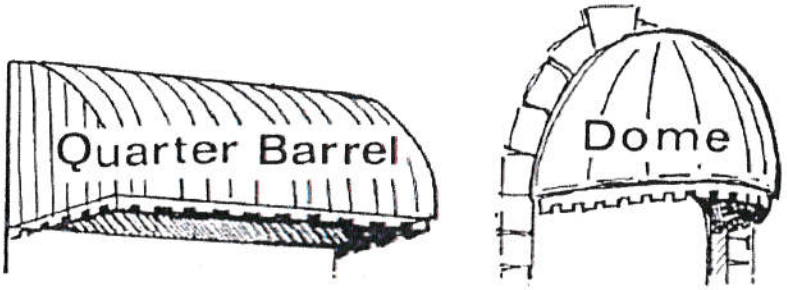


PLATE 13: AWNING STYLES

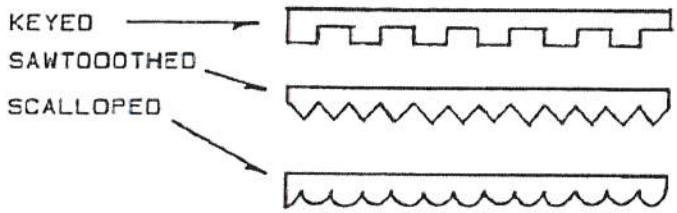
RECOMMENDED:



NOT RECOMMENDED:



Valance Trim:



Parts of the Awning:

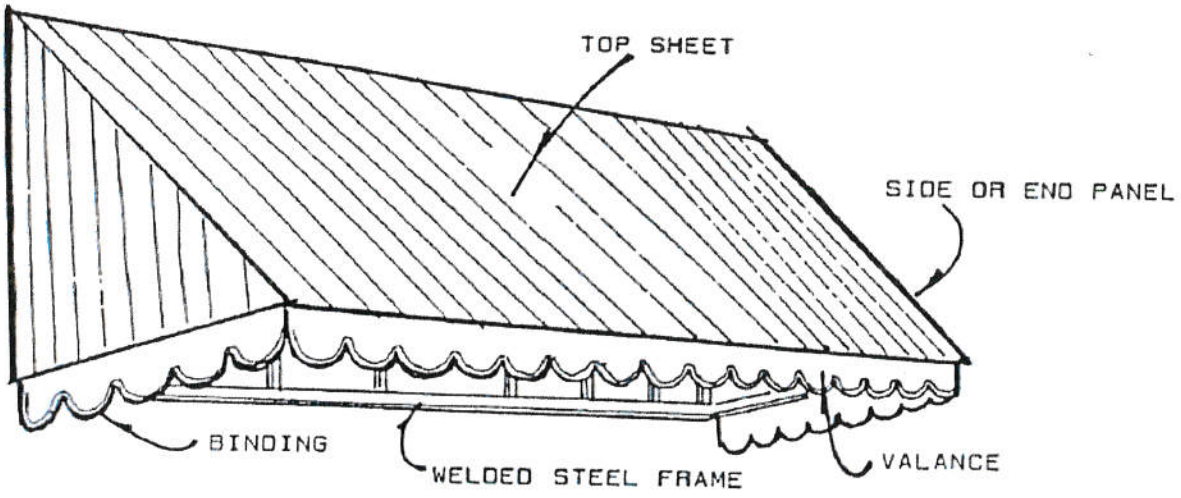
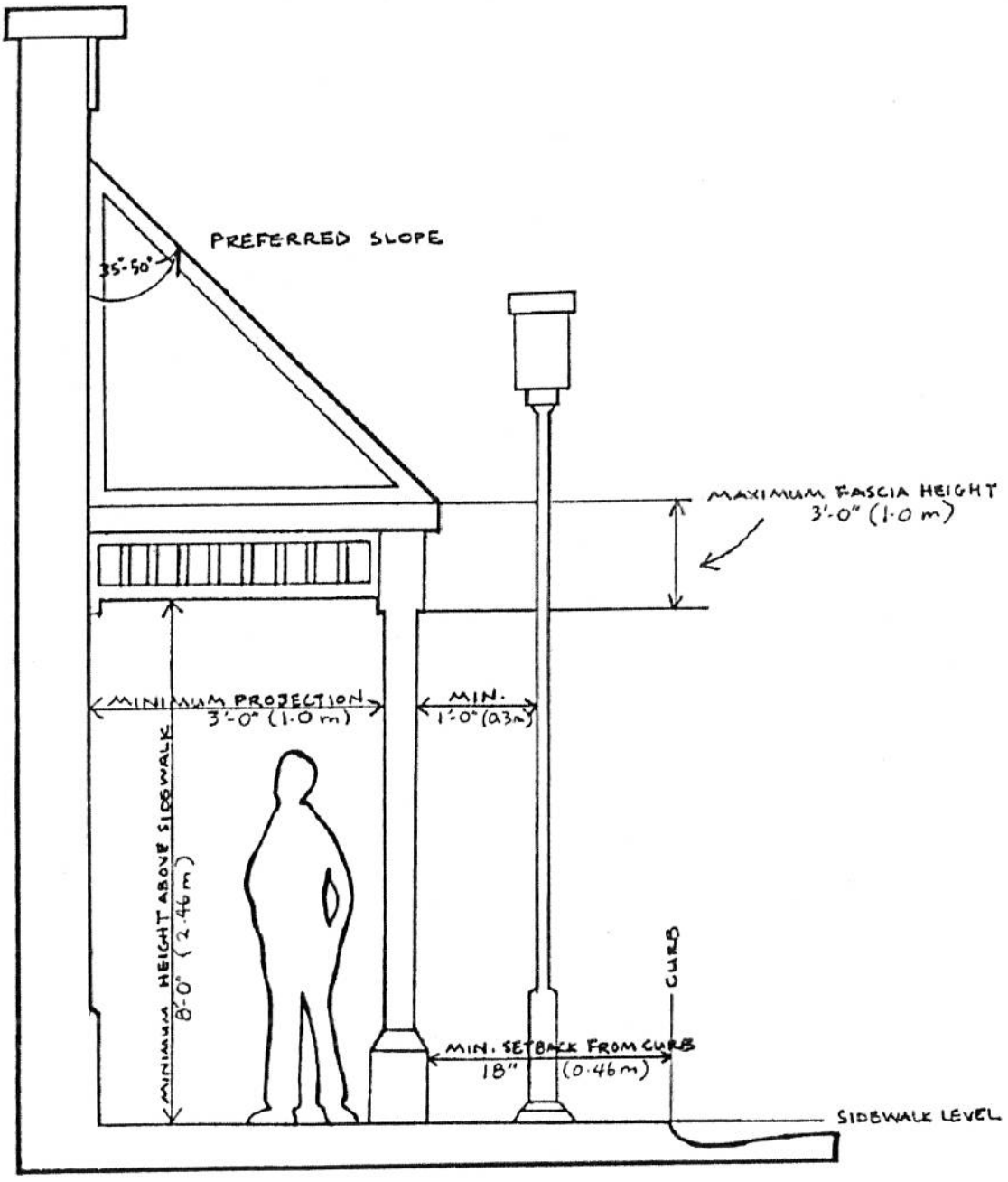


PLATE 14: CRITICAL CANOPY DIMENSIONS



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

THE CORPORATION OF THE VILLAGE OF SALMO

BYLAW #719

A Bylaw for the Prevention of Fires and the Protection of Persons and Property

WHEREAS in accordance with the *Community Charter*, the Council may, subject to the Fire Services Act and regulations made thereunder, by bylaw establish fire regulations for the protection of persons and property;

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

1. ADOPTION OF FIRE CODE

1.1. The British Columbia Fire Code Regulations, as amended from time to time, are hereby adopted and made applicable within the Village.

2. INTERPRETATION

2.1. Definitions:

B.C. Building Code – means the British Columbia Building Code 2018, adopted by BC Reg. 216/2006, as amended or re-enacted from time to time.

B.C. Fire Code – means the British Columbia Fire Code 2018, adopted by BC Reg. 175/2006, as amended or re-enacted from time to time.

Campfire – means a contained outdoor fire, not exceeding ½ meter in diameter and ½ meter in height.

Council - means the Council of The Corporation of the Village of Salmo.

Declaration of a State of Emergency, per BC's *Emergency Program Act,* means a declaration of the minister or the Lieutenant Governor in Council under section 9 (1) of the *Act*;

Declaration of a State of Local Emergency, per BC's *Emergency Program Act,* means a declaration of a local authority or the head of a local authority under section 12 (1) of the *Act*;

Dwelling Unit – means a **Suite** operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons usually containing cooking, eating, living, sleeping and sanitary facilities.

False Alarm – means an alarm activated for a purpose other than where an emergency exists and necessitating a response by the Salmo Volunteer Fire Department.

Fire Department – means the Salmo Volunteer Fire Department.

Fire Chief – means the person appointed by Council, in consultation with the Fire Department, as head of the Salmo Volunteer Fire Department and a person:

a) Designated by Council, in consultation with the Fire Department members, to act in the place of the Fire Chief;

b) For the purposes of a local assistant under the Fire Services Act, who is authorized in writing by the Fire Chief to exercise the powers of a local assistant;

c) Appointed by Council, in consultation with the Fire Department members, as the Deputy Fire Chief, and

d) For the purposes of exercising the powers of the Fire Chief under section 66 of the *Community Charter*, who is acting under the authority of the Fire Chief.

Hazardous - means any condition or thing that the Fire Chief considers is a fire hazard or that may increase the risk of the start, spread or danger of fire.

Inspector - means a bylaw enforcement officer, peace officer, Chief Administrative Officer, or designated Member of the Salmo Volunteer Fire Department, the **Fire Chief**, and a person acting under the authority of the Fire Chief.

Member – means a paid or volunteer **Member** of the Salmo Volunteer Fire Department; and includes the **Fire Chief** and an **Inspector**.

Nuisance – means:

a) The act of creating or maintaining a fire that does not comply with the requirements of this bylaw or of an **Open Burning** permit, which causes a response by Salmo Volunteer Fire Department; or

b) Any act or operation which interrupts the ability of the Salmo Volunteer Fire Department to carry out its duties without encumbrance.

Occupant or Occupier – means the resident **Owner**, lessee, licensee or tenant of any building to which any of the provision of this bylaw apply.

Occupancy – means the use or intended use of a building or part of it for the shelter or support of persons, animals, or property.

Officer – means a **Member** of Salmo Volunteer Fire Department, appointed by Council on the recommendation of the Fire Chief and Fire Department members, and given specific authority to assist the Fire Chief in his or her duties.

Open Burning – means the combustion or burning of any substance or material in the open air by any means, but shall not include:

a) The operation, using charcoal briquettes, propane, or natural gas of an outdoor barbecue intended for and used solely for the preparation of food;

b) Fires used by Salmo Volunteer Fire Department for the purpose of education, training and other Salmo Volunteer Fire Department purposes;

c) Fires used or recommended by the Ministry of Forests to manage ecosystems for purposes of silviculture management, forest fuel management, fire hazard

reduction, wildlife enhancement, domestic range improvement and the use of fire as a means of fire control;

d) **Campfires** and;

e) **Outdoor Fireplaces.**

Owner – means the registered owner of an estate in fee simple or his/her agent authorized in writing, **Owner**ship in a corporation or company and includes the tenant for life under a registered life estate, the registered holder of the last registered agreement for sale, corporate and public agency **Owner**ship, and the holder or occupier of land held in the manner described in the *Community Charter* or an authorized agent of the **Owner** acting on their behalf.

Outdoor Fireplace – means a secured container, which is commercially manufactured, certified by the Canadian Standards or a similar entity, and designed with a chamber to hold an outdoor fire, used for heat, light, or cooking purposes.

Permitted Burning Material – means seasoned and dry parts of trees or other vegetation.

Prohibited Burning Materials – means material as defined in Section 3.1.5 of this bylaw.

Public Welfare Emergency – means, as defined in the Federal *Emergencies Act,* R.S.C., an *Act* to authorize the taking of special temporary measures to ensure safety and security during national emergencies and to amend other Acts in consequence thereof, Part 1, Public Welfare Emergency as follows:

> **5** In this Part (*of the Act*),
>
> ***Declaration of a Public Welfare Emergency*** means a proclamation issued pursuant to subsection 6(1); (*déclaration de sinistre*)
>
> ***Public Welfare Emergency*** means an emergency that is caused by a real or imminent
>
> (a) fire, flood, drought, storm, earthquake or other natural phenomenon,
>
> (b) disease in human beings, animals or plants, or
>
> (c) accident or pollution
>
> and that results or may result in a danger to life or property, social disruption or a breakdown in the flow of essential goods, services or resources, so serious as to be a national emergency.(*sinistre*)

Residential Premises – means a building occupied as a home or sleeping place by one or more persons, including a hotel, motel, auto court, motor hotel, apartment building, dormitory, rooming house or institution.

Smoke alarm – means the combined smoke detector and audible alarm device designed to sound an alarm within the **Dwelling Unit, Suite** or room which it is located upon the detection of smoke within that room.

Smoke – means the gases, particulate matter and all other products of combustion emitted into the atmosphere when a substance or material is burned.

Suite – means a single room or series of rooms of complementary use, operated under a single tenancy, and includes individual guest rooms in motels, hotels, boarding houses, rooming houses and dormitories.

Village means The Corporation of the Village of Salmo.

Wood Burning Appliance – means a solid fuel burning device including, without limitation, a stove and fireplace insert.

Woody Debris means refuse that comprises clean, unstained and untreated wood resulting from land clearing that has been allowed to dry for at least one (1) year and that is not readily composted including prunings of over 1 metre in length or 5 centimetres in circumference, branches, tree trunks and stumps; "

Yard Waste means refuse that comprises vegetative matter resulting from gardening, landscaping or land clearing that is capable of being composted including grass and hedge clippings, leaves, grass, flowers, vegetable stalks, herbaceous waste, fruit and vegetable waste and prunings up to 1 metre in length and 5 centimetres in circumference;

3. FIRE PREVENTION AND LIFE SAFETY

3.1. The Owner or occupant of any lands, premises, yards or buildings situated within the Village of Salmo shall at all times keep the same in safe condition so as to guard against starting and the spread of fire.

3.2. No person or persons may allow accumulations of empty boxes, barrels, rubbish, trash, waste paper or any light combustible materials, on any property, or sidewalk or in any alley; except that such materials may be stored in a receptacle of fire resistant material fitted with fire doors, or in metal containers equipped with tight fitting lids.

3.3. The Owner or occupier or agent of any vacant building must at all times keep the building free of debris and flammable material, and keep all openings in such buildings securely fastened and closed so as to prevent the entry of unauthorized persons. After a notice of a requirement to secure or repair has been delivered by the Village to the Owner or occupier of a building unsecured for more than a seven day period, or in a state of repair contrary to this bylaw, a building will be considered a threat to public safety, and Village Staff or others may enter the property to secure or repair as required in the notice. Any charges incurred by the Village in securing or repairing the building are the responsibility of the Owner in accordance with Section 17 of the Community Charter and may be collected in accordance with Section 258 of the Community Charter as property taxes.

3.4. The Owner of a fire damaged building will ensure that the building is either guarded or all openings secured to prevent unauthorized entry.

3.5. The occupier of any lands, premises, facilities of buildings must at all times keep same in safe condition so as to guard against starting or spreading of fire by complying with

Division B of the B.C. Fire Code. In particular, and without limiting the generality of the foregoing, an occupier must, where applicable:

1. Maintain the required vehicle access for Salmo Volunteer Fire Department;
2. Maintain a means of a way in and out;
3. Provide and maintain an approved fire safety plan;
4. Maintain hydrants in an approved manner;
5. Maintain the fire alarm;
6. Maintain emergency lighting and exit lighting;
7. Maintain commercial cooking equipment;
8. Maintain portable fire extinguishers; and
9. Maintain an automatic sprinkler and/or standpipe and hose system.

3.6. No person may Smoke in areas where conditions may cause a fire or explosion, and "No Smoking" signs shall be posted by the building Owner or an authorized agent of the agent acting on their behalf.

3.7. The Owner of a building having a fire alarm system or sprinkler system must maintain and provide a current list of accessible contact person (s) to Salmo Volunteer Fire Department. Contact person(s) must be available to attend all alarms within 1 hour from the time they are notified.

4. OPEN BURNING

4.1. Except as otherwise provided, no person may light, ignite or allow or cause to be lit or started a fire of any kind in the open air.

4.2. No person shall burn any of the following materials:

- tires
- plastics
- domestic waste
- paint
- treated lumber
- railway ties
- manure
- rubber
- asphalt products
- fuel and lubricant containers
- biomedical waste

4.3. No person may start a fire if wind and weather are such that to do so is likely to be Hazardous or when banned under Provincial regulation.

4.4. During a public welfare emergency to reduce the risk emissions that may contribute to respiratory distress in residents, provided a provincial or regional ban is not in place, no person may:

(a) Conduct more than one open fire per week; and

(b) Said fire may burn for no longer than six (6) hours, at which time it must be extinguished.

4.5. Every person must comply with the requirements set out in the Open Burning Smoke Control Regulation, BC Reg. 145/93 enacted under the Environmental Management Act (SBC 2003) c. 53, both as amended from time to time. Such requirements include, but are not limited to, the required distance open burning must be from buildings, duration of smoke release, smoke-free periods per year, weather conditions and Smoke reduction measures.

4.6. The Fire Chief, or other Fire Officer acting in his/her place, may take any action to ban, extinguish or require extinguishment of any burning that the Fire Chief considers Hazardous.

5. INSPECTION OF PREMISES

5.1. The Fire Chief and any career Member of the Salmo Volunteer Fire Department may at all reasonable hours and subject to the terms in the Community Charter enter into and upon any property or private Dwelling Units:

a) for the purpose of testing or inspecting;

b) for the purpose of testing or inspecting buildings, as required by the Fire Services Act;

c) to determine if Salmo Volunteer Fire Department access and an adequate water supply are available for fire suppression purposes; or

d) to determine if the requirements of this bylaw are being carried out.

5.2. No person may obstruct, hinder, or prevent any authorized Salmo Volunteer Fire Department Member from entering into or upon any property or private dwelling units.

5.3. The Owner or occupier of the building or property or any other person having knowledge of a building or property must, upon request, give to a Member of the Salmo Volunteer Fire Department who is carrying out an inspection on a building or property such assistance he may require in carrying out the inspection.

6. RIGHT TO CARRY OUT FIRE SERVICES

6.1. The Fire Chief at any fire may cause demolition of any building or part of a building which, in his/her judgment, should be demolished in order to prevent spread of fire or to prevent damage to persons or property or loss of life.

6.2. No person may impede, hinder, or obstruct the extinguishment by Salmo Volunteer Fire Department of any fire. Every person who fails to comply with the orders or

instructions of a Member of the Salmo Volunteer Fire Department may be forcibly removed from the scene of such emergency or fire by an Officer, Peace Officer or Fire Chief.

6.3. No person may refuse to permit any Member of the Salmo Volunteer Fire Department to enter into or on any premises, for which an alarm of fire has been received, or in or upon any premises while the Member has reasonable grounds to suspect that a fire exists.

6.4. No person shall drive a vehicle over any Fire Department equipment without the permission of the Fire Chief or persons he/she designates to give permission.

6.5. No person may cause or contribute to the causation of a False Alarm which requires Salmo Volunteer Fire Department to be summoned. Any person found so intentionally or negligently causing a False Alarm is liable to a fine as per section 8.3 of this bylaw.

7. ENFORCEMENT AND PENALTIES

7.1. Issuance of Inspection Notice

(a) If the Fire Chief finds that any provision of this bylaw has been contravened or has not been complied with, or has been complied with improperly or only in part, or that conditions exist in or upon a building or property to which the bylaw applies and which, in his/her opinion, constitutes a fire hazard or otherwise constitutes a hazard to life and/or property, he/she may make such notice to ensure full and proper compliance with this bylaw, and in particular, but without limiting the generality of the foregoing, he may:

a) make to the Owner, occupier or lessee of the building or property such recommendations as he/she deems necessary to correct the contravention or to ensure compliance with this bylaw, or to remove the hazards referred to in the bylaw, or

b) make such notice as he/she deems necessary with respect to any of the matters referred to in this bylaw.

(b) A notice made under this bylaw shall be in writing and must be directed to the occupier, or where the occupier is not the owner, to the owner and occupier of the building or property in respect of which the notice is made.

7.2. Service of Notice

An Inspection Notice made under this bylaw shall be served:

a) by delivering it or causing it to be delivered to the person to whom it is directed; or by

b) sending the notice by return registered or certified mail to the last known property Owner at the Owner's last known address; or

c) after 14 days of sending a notice by return registered or certified mail to the last known property Owner at the Owner's last known address, post a copy in a

conspicuous place on the building or property if the person to whom it is directed cannot be found, is not known or refuses to accept service of notice.

7.3. Every person who violates any provision of this Bylaw is guilty of an offence and shall be liable on summary conviction to a fine of not less than one hundred dollars ($100.00) and not more than two thousand dollars ($2,000.00) plus the cost of prosecution for each offence. Should this fine be unpaid, the fees shall be added to taxes in accordance with Section 260 of the Community Charter.

7.4. Every day or portion of day for which an offence continues shall constitute a new offence

Designation of Bylaw and Bylaw Enforcement Officers

7.5. This Bylaw is designated under section 264 of the *Community Charter* as a bylaw that may be enforced by means of a Bylaw Notice.

7.6. Without limiting the enforcement options under section

7.7. A person who commits an offence under this Bylaw will be liable to a penalty established under the Bylaw Notice Enforcement Bylaw.

7.8. Bylaw Enforcement Officers are designated to enforce this Bylaw by means of a Bylaw Notice under section 264 of the Community Charter.

7.9. No person may obstruct a Bylaw Enforcement Officer in the fulfillment of his or her duties under this Bylaw.

7.10. Designated Bylaw Enforcement Officers:

- Salmo Fire Chief or designated Fire Department Member acting in his place
- Bylaw Enforcement Officer
- Commissionaires BC
- Chief Administrative Officer (CAO)
- Royal Canadian Mounted Police

8. **SEVERABILITY**

8.1. If any section, subsection or clause of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and shall not affect the validity of the remainder of this Bylaw.

The following were moved up:

9. **REPEAL**

Bylaw #637 is hereby repealed and replaced.

10. **CITATION**

This Bylaw may be cited for all purposes as "**Fire Prevention Bylaw No. 719, 2020.**"

Read a first time this __ day of April, 2020.

Read a second time on this __ day of April, 2020.

Read a third time on this __ day of April, 2020.

Adopted on this __ day of April, 2020.

Mayor

Chief Administrative Officer

I CERTIFY THAT THIS IS A TRUE COPY OF THE FIRE PREVENTION BYLAW #719, 2020 AS ADOPTED.

Chief Administrative Officer

SCHEDULE "A"

FIRE PREVENTION BYLAW No. 719, 2020

FINES

Offence	Bylaw Section	Fine
Accumulation of combustible materials	3.2	$150.00
Vacant building with debris or flammable material, unsecured	3.3	$150.00
Fire damaged building left unguarded or unsecured by Owner	3.4	$150.00
Occupier not keeping property in safe condition to guard against start or spread of fire	3.5	$150.00
Smoking in area where conditions may cause fire or explosion	3.6	$100.00
Failure to provide contact person or attend fire alarm within one hour	3.7	$100.00
Burning of prohibited materials	4.2	$500.00
Starting fire in Hazardous conditions or during Provincial fire ban	4.3	$1,150.00
Open burning more than once per week during a public welfare emergency, per day.	4.4 (a) & (b)	$500.00
Non-compliance with Open Burning Smoke Control Regulation	4.4	$250.00
Obstruction of Salmo Volunteer Fire Department Inspection	5.2	$500.00
Obstructing Salmo Volunteer Fire Department in the extinguishment of a fire	6.2	$500.00
Refusing entry into premise in which alarm has been received or fire is suspected	6.3	$250.00
Driving vehicle over Fire Department equipment without permission	6.4	$250.00
Intentionally or negligently causing a false alarm	6.5	$250.00

Village of Salmo
Accounts Payable March 6 to April 9, 2020

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
013389	2020-04-07	Accura Alarms Security Service Ltd.	Alarm Monitoring	$52.50
013315	2020-03-12	Ace Courier Systems	Shipping Expenses	$43.38
013354	2020-03-25	Ace Courier Systems	Water Sample Shipping/WWTP Upgrade Project	$99.28
013388	2020-04-07	Ace Courier Systems	Water Sample Shipping	$20.23
013355	2020-03-25	Acti-Zyme Products Ltd.	WWTP Supplies	$3,132.36
013390	2020-04-07	Alpine Group	Garbage Collection Services	$22,291.72
013316	2020-03-12	Andrew Sheret Limited	WWTP Upgrade Project	$832.64
013391	2020-04-07	BGC Engineering Inc	Flood Plain Mapping	$78,750.00
013357	2020-03-25	BH Safety Gear	CE Safety Equipment	$115.40
013317	2020-03-12	Billy's Auto Service	FD Fleet Maintenance/Shop Supplies	$113.65
013356	2020-03-25	Brandt Tractor Ltd.	Loader Maintenance	$106.91
013343	2020-03-20	Claro Environmental Technologies	WWTP Upgrade Project	$22,161.04
EFT	2020-03-09	Collabria	Office/FD/CW Supplies	$1,904.38
EFT	2020-03-31	Collabria	WWTP Upgrade/FD/Office Supplies	$2,121.09
013318	2020-03-12	Commissionaires British Columbia	Bylaw Enforcement	$292.38
013342	2020-03-20	Commissionaires British Columbia	Bylaw Enforcement	$239.65
013380	2020-03-31	Commissionaires British Columbia	Bylaw Enforcement	$145.35
013392	2020-04-07	Commissionaires British Columbia	Bylaw Enforcement	$27.78
013344	2020-03-20	Drycake by Vanderbeken Enterprises Ltd.	WWTP Upgrade Project	$9,748.76
013348	2020-03-20	Fortis BC - Natural Gas	Natural Gas Expenses	$865.47
013319	2020-03-12	Fortis BC Inc.	Electrical Expenses	$1,810.26
013358	2020-03-25	Fortis BC Inc.	Electricity Expenses	$77.69
013381	2020-03-31	Fortis BC Inc.	Electricity Expenses	$1,134.47
013393	2020-04-07	Fortis BC Inc.	Electricity Expenses	$3,680.79
013359	2020-03-25	Frontier Power Products Ltd.	WWTP Upgrade Project	$42,963.20
013320	2020-03-12	Gescan Division of Sonepar Canada Inc.	WWTP Upgrade Project	$815.21
013360	2020-03-25	Gescan Division of Sonepar Canada Inc.	WWTP Upgrade Project	$1,874.84
013382	2020-03-31	Gescan Division of Sonepar Canada Inc.	Sayward Well/WWTP Upgrade Project	$726.92
013322	2020-03-12	Hall Printing	Office Supplies	$66.07
013323	2020-03-12	Imperial Oil Esso	FD/Fleet Fuel Expenses	$2,035.15
013401	2020-04-07	Inland Allcare	Garbage Collection Supplies	$159.73
013324	2020-03-12	Isosceles Business Systems Inc	IT Services	$206.08
013362	2020-03-25	Isosceles Business Systems Inc	IT Services	$168.00
013383	2020-03-31	Isosceles Business Systems Inc	IT Services	$112.00
013326	2020-03-12	Land Title & Survey Authority of BC	Notice on Title RES#5-05-20	$29.66
013325	2020-03-12	Lordco Auto Parts	WWTP Upgrade Project	$52.19
013363	2020-03-25	Lordco Auto Parts	Shop Supplies/WWTP Upgrade Project	$324.89
013394	2020-04-07	Lordco Auto Parts	Sayward Well Generator Building/Trackless Maintenance	$261.85
013364	2020-03-25	Martech	WWTP Upgrade Project	$2,180.64
013345	2020-03-20	Mills Office Productivity	Office Supplies	$15.69
Pre-Authorized Debit	2020-04-02	Municipal Finance Authority of BC	Short Term Fixed Payment	$4,516.11
013328	2020-03-12	Passmore Labratory Ltd.	Water Sample Testing	$180.00
013365	2020-03-25	Pennywise	Advertising	$96.78
EFT	2020-03-30	Province of BC	Employer Health Tax Remittance	$1,479.91
EFT	2020-03-13	Receiver General for Canada	Payroll Remittance	$10,804.72
013329	2020-03-12	Regional District of Central Kootenay	Bylaw #106/579 Remittance & Bylaw #116/610 Remittance	$20,597.42

Village of Salmo
Accounts Payable March 6 to April 9, 2020

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
013346	2020-03-20	Richlu Manufacturing	SDJ Stock	$920.63
013396	2020-04-07	Rogers	Cellphone Expenses	$203.57
Pre-Authorized Debit	2020-04-01	Royal Bank Central Card Services	Service Fees	$48.31
013366	2020-03-25	S.C. Mechanics	F150 Maintenance	$230.10
013399	2020-04-07	S.C. Mechanics	IHC Truck Maintenance	$238.53
013398	2020-04-07	Salmo Village Grocery	FD Gift Certificates/Office Supplies	$156.93
013330	2020-03-12	Skyway Hardware (1985) Ltd.	Lift Station & Shop Supplies/WWTP Upgrade Project	$534.10
013397	2020-04-07	Skyway Hardware (1985) Ltd.	FD Supplies/KP Washroom Upgrade/Shop Supplies/WWTP Upgrade Project Supplies	$916.52
013385	2020-03-31	Startup HVAC Solutions LTD	WWTP Upgrade Project	$10,005.69
013347	2020-03-20	Summit Truck & Equipment	Sweeper Maintenance	$841.13
013384	2020-03-31	Summit Truck & Equipment	Sweeper Maintenance	$6.44
013349	2020-03-20	Telus Communications Inc.	Telephone/Fax/Internet Expenses	$1,255.82
013331	2020-03-12	Tri-Valley Electric Ltd.	WWTP Upgrade Project/Electrical Services	$11,299.91
013350	2020-03-20	Tri-Valley Electric Ltd.	KP Washroom Maintenance/WWTP Upgrade Project	$2,954.25
013386	2020-03-31	Tri-Valley Electric Ltd.	WWTP Upgrade Project	$2,928.50
013332	2020-03-12	Union of BC Municipalities	Annual Dues	$910.65
013351	2020-03-20	Vallen Canada Inc.	FD Supplies	$61.06
013400	2020-04-07	VitalAire	FD Supplies	$12.85
013352	2020-03-20	Westek Controls Ltd	WWTP Upgrade Project	$7,408.07
013353	2020-03-20	Western Financial Group (SAL)	WWTP Upgrade Project Insurance	$3,495.00
Pre-Authorized Debit	2020-04-01	Western Financial Group (SAL)	Insurance	$3,995.18
013333	2020-03-12	Wolseley Canada Inc	Patch Paving Supplies	$1,192.80
013387	2020-03-31	WSP Canada Inc.	Asset Grant/WWTP Upgrade Project	$91,329.00
		Employee Benefits, Reimbursements and Salaries (PP06, 07 & 08, Council 3)		$49,487.68
			Total:	**$429,866.96**

Credit Card Details:	
FD GPS Monthly Subscription	$72.75
Stamps	$10.50
Adobe Subscription	$28.78
Teamviewer - SCADA	$1,308.00
FD Supplies	$81.60
WWTP Upgrade Project	$402.75
	$1,904.38

Sweeper Insurance	$276.00
Adobe	$55.33
WWTP Upgrade Project	$1,666.61
FD GPS Monthly Subscritption	$72.75
FD Chromecast Subscription	$50.40
	$2,121.09

DATE Mar. 26/20
NO 020 TO M&C-APR.14/20
FILE NO 0400-60
VILLAGE OF SALMO

CITY OF
PRINCE GEORGE

OFFICE OF THE MAYOR

1100 Patricia Blvd. I Prince George, BC, Canada V2L 3V9
p: 250.561.7600 I www.princegeorge.ca

March 24, 2020

Via email

Dear Mayor and Council:

At the City of Prince George regular Council meeting held March 9, 2020, Council endorsed the following resolution titled **Sharing Payments from Opioid Class Action Lawsuit** for submission to the Union of BC Municipalities (UBCM) for consideration at their annual convention this year.

Sharing Payments from Opioid Class Action Lawsuit

WHEREAS under the Opioid Damages and Health Care Costs Recovery Act (the "Act") the provincial government may sue a manufacturer or wholesaler of an opioid product to recover the costs of health care benefits on an aggregate basis, for a population of persons who have suffered damage caused or contributed to by the use of or exposure to an opioid product;

AND WHEREAS pursuant to the Act and other legislation, the provincial government has launched a class action lawsuit on behalf of all federal, provincial and territorial governments to recover the costs of health care benefits from manufacturers and wholesalers of opioid products, whose marketing practices have had devastating impacts on the lives of thousands of British Columbians;

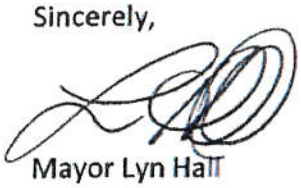
AND WHEREAS the definition of "health care benefits" under the Act includes "other expenditures by the government, made directly or through one or more agents or other intermediate bodies, for programs, services, benefits or similar matters associated with disease, injury or illness" and local governments have faced substantial "health care benefits" costs due to the opioid crisis;

THEREFORE BE IT RESOLVED that UBCM advocate to the provincial government to share any recovery of damages from the class action lawsuit with local governments, to further enable local governments to continue offering services and support programs that aim to reduce harm and stigma, address the root causes of the opioid crisis, and support people struggling with mental health and addiction.

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

If you have any questions or would like more information please feel free to contact my office at Mayoradmin@princegeorge.ca or 250-561-7609.

Sincerely,



Mayor Lyn Hall

c.
North Central Local Government Association (NCLGA)
The Union of British Columbia Municipalities (UBCM) Annual Convention
British Columbia Municipalities and Regional Districts
Shirley Bond, MLA
Mike Morris, MLA

March 24, 2020

Mayoral Proclamation

WHEREAS, 12.7 million Canadian volunteers give their time to help others, contributing close to 2 billion volunteer hours per year; and

WHEREAS, volunteers in *the Village of Salmo* mentor our children, feed our hungry, comfort our lonely, help maintain and run our recreational facilities and organizations, beautify our green spaces, and fundraise and share their time with our charitable organizations; and

WHEREAS, *Salmo*'s volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our village's volunteers is that *Salmo* is a more desirable place to live; and

WHEREAS, organizations in *the Village of Salmo* that rely on volunteers include such fundamental organizations as the Legion, Lions Club, Curling Rink, SVYCC, Community Services, the Chamber of Commerce, the Ladies Auxiliary, the ATV Club, the Friends of the Library and Friends of the Museum, the Golf Course, Ski Hill and Trail Societies and many other organizations; and

NOW, THEREFORE, I, Diana Lockwood, Mayor of Salmo, do hereby proclaim April 19-25, 2020, as National Volunteer Week in Salmo, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Diana Lockwood
Mayor, Village of Salmo

Conserving Canada's Wetlands

DATE Mar. 23/20
NO 019 TO M&C- Apr. 14/20
FILE NO 0220-01
VILLAGE OF SALMO

RECEIVED
MAR 23 2020

March 16, 2020

Village of Salmo
PO Box 1000
Salmo BC V0G 1Z0

Your Supporter ID: 8527692

Dear Supporter:

Thank you for supporting Ducks Unlimited Canada (DUC). People like you bring our wetland conservation work to life through your generosity and your belief in protecting our precious natural areas.

With your support, DUC has conserved more than 6.4 million acres (2.6 million hectares) of critical habitat across the country. This habitat helps keep the water in our lakes and rivers clean, protects our communities from floods and droughts and serves as beautiful places to relax and enjoy the outdoors.

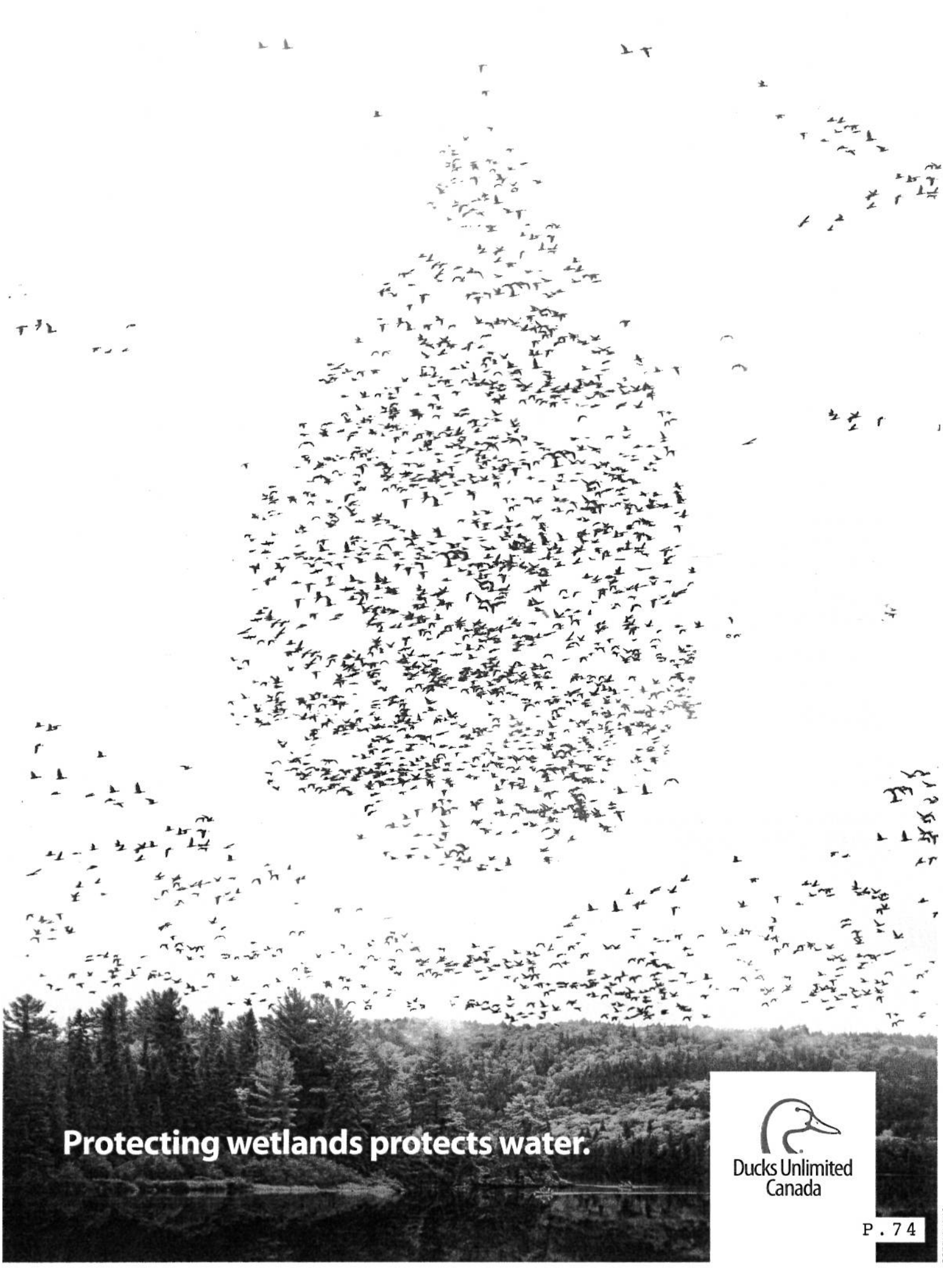
I have been a DUC volunteer, member and donor for more than 30 years. It's my hope that you'll find giving back to the natural world as inspiring and rewarding as I do. And while there are numerous challenges facing our environment today, I'm confident that our collective efforts will create a healthier future for all Canadians.

Should you have any questions about your gift, please contact our supporter relations department toll-free at 1-866-384-3825 or email supporter@ducks.ca.

Yours in conservation,

Kevin Harris
President, Ducks Unlimited Canada

I encourage you to learn more about the impact you are making. Please visit ducks.ca/stories or connect with us on Facebook, Twitter or Instagram.



DC/25K/0118/AS