



# The Corporation of the Village of Salmo

## REGULAR MEETING MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on Tuesday, May 28, 2024 at 7:00 p.m.

**PRESENT:**

<u>In Person:</u>	Interim CAO Linda Tynan
Mayor Diana Lockwood	Members of Public - 0
Councillor Jonathon Heatlie	<u>Electronically:</u>
Councillor Jennifer Lins	Members of the Public - 1
Councillor Kenzie Neil	

**REGRETS:** Councillor Melanie Cox.

**CALL TO ORDER:** Mayor Lockwood called the meeting to order at 7:00 p.m.

**AGENDA:**

R1-08-24 Moved and seconded, that the agenda of Regular Meeting #08-24 of Tuesday, May 28, 2024 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include a New Business section, a Bylaw Development & Review section, a Public Question Period, add a Canada Day late item, and an *In Camera* section.

Carried.

**DELEGATIONS:** NIL

**NEW BUSINESS:** NIL

**BYLAW DEVELOPMENT & REVIEW:**

R2-08-24 Moved and seconded, that the "*Zoning Bylaw Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 754, 2024*", having had three readings, be reconsidered and adopted.

Carried.

Zoning Bylaw  
Amendment (Small-Scale Multi-Unit  
Housing) Bylaw No.  
754, 2024 - Adoption

R3-08-24 Moved and seconded, that Council approve restricting watering times to between the hours of 6 a.m. to 9 a.m. and 6 p.m. to 9 p.m. effective immediately.

Carried.

Sprinkling Regulations  
Bylaw No. 259, 1982

**MINUTES:** (Note: See official minutes and agenda package for applicable reports.)

R4-08-24 Moved and seconded, that the minutes of the Regular Council meeting #07-24 of Tuesday, May 14, 2024 be adopted as presented.

Carried.

Regular Meeting  
May 14, 2024

**REFERRALS FROM DELEGATIONS:** NIL

**REFERRALS FROM PRIOR MEETINGS: NIL**

**OPERATIONAL REPORTS:**

R5-08-24  
Civic Works  
Moved and seconded, that Council receive for information the written report as presented by Civic Works Foreman Fred Paton dated May 23, 2024. (see *Appendix A*).

Carried.

Council requested a porta potty be brought to the Lions Park site.

R6-08-24  
Fire Department  
Moved and seconded, that Council receive for information the written report dated May 1, 2024 provided by Fire Chief David Hearn for the period of April 2024. (see *Appendix A*).

Carried.

R7-08-24  
Bylaw Enforcement  
Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of April 2024. (see *Appendix A*).

Carried.

R8-08-24  
Administration -  
Community Resiliency  
Investment Program –  
2024 FireSmart  
Community Funding &  
Supports  
Moved and seconded, that Council endorse an application to the 2024 Union of British Columbia Municipalities Community Resiliency Investment Program (UBCM CRI) application for the FireSmart Community Funding & Supports Program for up to \$200,000; AND FURTHER,

That Council approve the Regional District of Central Kootenay (RDCK) managing the grant funding and delivery of programs on Salmo’s behalf, with the funding being transferred to the RDCK for services delivered in Salmo as per the grant application.

Carried.

R9-08-24  
Moved and seconded, that the Council supports the Regional District Central Kootenay administering and coordinating an update of the Area G and Salmo Community Wildfire Resiliency Plan (CWRP), with Salmo applying under the UBCM 2024 UBCM CRI FireSmart Community Funding and Supports Allocation based intake for additional incremental funding should the grant funded amount allocated to the RDCK for the purposes of this update not be sufficient.

Carried.

R10-08-24  
Moved and seconded, that the Council endorses the Regional District Central Kootenay representing the Village of Salmo at the Regional FireSmart Roundtable, should Salmo be unable to send a FireSmart representative.

Carried.

R11-08-24  
Engineering of  
Guardrail for Glendale  
Bridge

Moved and seconded, that Council approve the direct award for engineering and design of the guardrail project to Redwood Engineering for up to the 2024 budgeted amount.

Carried.

R12-08-24  
Motion

Moved and seconded, that Councillor Lins be appointed as the council liaison to Village staff for Canada Day.

Carried.

Strategic Plan

NIL

**FINANCIAL REPORTS:**

R13-08-24  
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from May 10, 2024 to May 23, 2024 totaling \$54,503.73.

Carried.

R14-08-24  
Treasurer's Report

Moved and seconded, that Council receive for information the Treasurer's report for April 2024.

Carried.

**CORRESPONDENCE REQUIRING A DECISION: NIL**

**CORRESPONDENCE FOR INFORMATION ONLY:**

R15-08-24

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

- (1) UBCM Re: 2024 UBCM Convention Provincial Appointment Book - #33
- (2) Ministry of Water, Land & Resource Stewardship Re: Snow Survey and Water Supply Bulletin May 15, 2024 - #35
- (3) Village of Salmo Canada Day Request for Volunteers

Carried.

**MEMBER REPORTS & INQUIRIES:**

Councillor Heatlie

Nothing to report. He mentioned he was still in shutdown mode so working long hours.

Councillor Lins

Councillor Lins reported she attended the Salmo Valley Youth & Community Centre meeting and reported that there is a group looking into a climbing wall in the Community Centre. The Interim CAO noted that an update will be coming to council (for information) at next meeting.

Councillor Neil

Nothing to report.

Mayor Lockwood See *Appendix B*. She also noted that she will be away from May 30 to June 10.

R16-08-24 Moved and seconded, that the verbal and written reports of Mayor  
Verbal & Written and Council be received for information. Carried.  
Reports of Mayor &  
Council

**PUBLIC QUESTION PERIOD: NIL**

**IN CAMERA RESOLUTION:**

R17-08-24 Moved and seconded, that the meeting be closed to the public under  
Sections 90(1)(c)(i) of the *Community Charter*. Carried.

**RECONVENE OPEN MEETING:** Council reconvened the meeting.

**ADJOURNMENT:** Moved and seconded, that the meeting be adjourned. Carried.  
R18-08-24

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, May 28, 2024.

Originally Signed By:

\_\_\_\_\_  
Diana Lockwood  
Mayor

\_\_\_\_\_  
Linda Tynan  
Interim Chief Administrative Officer

# APPENDIX A



## The Corporation of the Village of Salmo

### Report to Council

Report Date: May 23, 2024  
Meeting Date: May 28<sup>th</sup>, 2024 (#08-24)  
From: Fred Paton, Civic Works Foreman  
Subject: Civic Works Report for May, 2024

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#### 1. OBJECTIVE

To update Council on Civic Works operations.

#### 2. DISCUSSION

##### 2.1. Spring Activities

- (a) Worked with Precision Pumps to get the new well pump installed. Waiting on the level sensor to be reinstalled and well should be ready start up and be fully operational.
- (b) Located and exposed all manholes in the Village and checked for repairs required.
- (c) Clean drains around town.
- (d) Lion's Park Washroom sewer line clogged and repair in progress.
- (e) Ongoing ball field maintenance.
- (f) Weekly mowing and upkeep of all fields and green spaces around town.
- (g) Alleys and dirt roadways have been filled and graded as necessary.
- (h) Prepared roads for annual dust control.
- (i) New actuator has been ordered.
- (j) Ongoing work with Ready Engineering regarding Glendale Well.
- (k) Opened KP campground for the season.
- (l) Completed annual spring clean-up.
- (m) Removal of multiple dangerous trees around the Village.
- (n) Completed multiple water shut offs/ons.
- (o) Ongoing fleet maintenance.
- (p) Flowerpots have been placed out around town again.

- (q) We have experienced a couple incidents of vandalism at the KP park, KP park washroom, picnic area and the Lion's Park washroom. We have notified RCMP and been working on identifying the individuals involved.
- (r) 2 Summer students have been hired.
- (s) The following 'Request for Proposals' have been put out for public tender opportunity.
  - (i) Request for Quotation – Sidewalk Replacement 2024
  - (ii) Request for Quotation – Patch Paving and Repair 2024
  - (iii) Request for Quotation – Fourth Street Road Repair
  - (iv) Request for Quotation – Fence Enclosure Wastewater Treatment PlantAll requests for proposal close on May 31, 2024.

2.2.

**Attachments:**

- (a) Hydrant Flushing Notice



# PUBLIC NOTICE

## Hydrant Flushing

Monday, May 27<sup>th</sup> - Wednesday May 29<sup>th</sup>, 2024

THE VILLAGE CIVIC WORKS CREW WILL BE

### **FLUSHING FIRE HYDRANTS**

AS PART OF THE ROUTINE MAINTENANCE ON:

**Monday May 27<sup>th</sup> – Wednesday May 29<sup>th</sup>, 2024**

*Please be advised that you may experience slight water discolouration, odor, sediment discharge and/or change of taste as a normal effect of the flushing. These side effects may last for up to 3 days after the process is completed.*

*If any of this occurs please try running **COLD** your water to flush out the lines on your property and if necessary remove the aerator from the tap to clear blockages.*

***There will be NO chlorination used during this process.***

*If you have any concerns with or during this process please contact the village office during regular business hours at: (250)357-9433*

*Thank-you for your patience and cooperation during this process.*





## Fire Chief's Report: May 01, 2024

Regular Council Meeting #08-24

Since the last report on April 1st, 2024 the Salmo Fire Department responded to 10 calls:

4	Jaws Calls	3	Fire Alarms	1	Assist other Agency
1	Structure Fire	1	Wildland Fire		

### DESCRIPTION

Once again our calls came in clusters, with over half our calls coming in in 3 days. We responded to two Jaws calls on the 1<sup>st</sup>, a Jaws call and a structure fire on the 15<sup>th</sup> and two fire alarms and a Jaws call on the 27<sup>th</sup>. Then we had no calls for an 8 day stretch and also a 10 day stretch.

Crews responded a report a burning travel trailer late one evening. As first crews were arriving, we had to deal with persons who were combative and were under the influence of something. Fortunately RCMP arrived fairly quickly and were able to make the area safe for our firefighters to do their job. What had been one travel trailer was now two travel trailers that were burning. Crews spend many hours extinguishing any hotspots.

### Misc.

We are still hoping the proposal to have a shelter erected to house our old #1 fire engine will happen. This engine is a huge part of the Salmo Fire Department, and has played a major role in our fire protection history.

Our tender saw used at the structure fire and also when we washed off the playground at the elementary school. The tender appears to be working as it should. The Fast Attack also seems to be working properly as well, after recent repairs.

Crews have continued the practice drafting with the trucks from local water sources, so that all members should be able to pump water if they needed to.

*Originally Signed By:*

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David Hearn, Fire Chief

FILE 7380-20





## Bylaw Officer's Report: April 1, 2024, to April 30, 2024

Regular Council Meeting #08-24

### Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic	2	<ul style="list-style-type: none"><li>• One (1) complaint about a resident parking his truck in a laneway and blocking the flow of traffic. This is an ongoing issue. The Bylaw Officer spoke to the owner and advised him that the truck will be towed without warning if it continues as we have received multiple complaints, and he has been issued many warnings.</li><li>• One (1) complaint about a resident parking his travel trailer in the laneway. The Bylaw Officer attended twice, the first time no one answered and the second time he spoke to the resident and advised it needed to be moved. It was still parked in the alley so he left a notice advising them to move it. Will follow-up to ensure compliance.</li></ul>
Unightly	1	<ul style="list-style-type: none"><li>• One (1) complaint about an unsightly residence. The Bylaw Officer attended multiple times, but no one answered. This is an ongoing issue and will take necessary action to gain compliance.</li></ul>
Noise	1	<ul style="list-style-type: none"><li>• One (1) complaint from a resident about someone camping at the KP Campground and running a generator throughout the day causing excess noise. The Bylaw Officer attended and left a Bylaw Notice on the door of the trailer advising the owner of the bylaw and the permitted times to run a generator. Compliance was achieved.</li></ul>
Poop	1	<ul style="list-style-type: none"><li>• One (1) complaint about a resident burning dog feces in a burn pile. The Bylaw Officer attended the address of the resident and left a Bylaw Notice. The resident called the office to follow-up and advised it was yard waste.</li></ul>

### Enforcement:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic	2	<ul style="list-style-type: none"><li>• The Bylaw Officer spoke to one (1) person parked in a handicap spot without a permit. The person complied and moved the vehicle.</li><li>• The Bylaw Officer spoke to one (1) business owner working in town as he had his trailer parked across the sidewalk. He complied and moved it.</li></ul>
Dog Related	1	<ul style="list-style-type: none"><li>• The Bylaw Officer spoke to one (1) resident with an unlicensed dog. Reminded him that he needs to go to the office to purchase a 2024 tag. Compliance achieved.</li></ul>
Business License	3	<p>The Bylaw Officer spoke to two (2) business owners to remind them that they are required to pay for their 2024 Business Licenses. Both complied. He attempted to speak to a third business owner, but the business was closed both times he attended the address. Will follow-up to ensure compliance.</p>

Information submitted by:

Fred Nevakshonoff, Bylaw Officer



## The Corporation of the Village of Salmo

### Request for Decision

Report Date: May 23, 2024  
Meeting Date: May 28, 2024 (#08-24)  
From: Linda Tynan, Interim Chief Administrative Officer Advisor  
Subject: Community Resiliency Investment Program – 2024 FireSmart Community Funding & Supports

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#### 1. OBJECTIVE

To consider approving the administration of FireSmart program funding by the Regional District of Central Kootenay ("RDCK") on behalf of the Village.

#### 2. RECOMMENDATION

- 2.1 THAT Council endorse an application to the 2024 Union of British Columbia Municipalities Community Resiliency Investment Program (UBCM CRI) application for the FireSmart Community Funding & Supports Program for up to \$200,000; AND FURTHER, THAT Council approve the Regional District of Central Kootenay (RDCK) managing the grant funding and delivery of programs on Salmo's behalf, with the funding being transferred to the RDCK for services delivered in Salmo as per the grant application.
- 2.2 THAT the Council supports the Regional District Central Kootenay administering and coordinating an update of the Area G and Salmo Community Wildfire Resiliency Plan (CWRP), with Salmo applying under the UBCM 2024 UBCM CRI FireSmart Community Funding and Supports Allocation based intake for additional incremental funding should the grant funded amount allocated to the RDCK for the purposes of this update not be sufficient.
- 2.3 THAT the Council endorses the Regional District Central Kootenay representing the Village of Salmo at the Regional FireSmart Roundtable, should Salmo be unable to send a FireSmart representative.

#### 3. ALTERNATIVES

- 3.1 That Council not approve the resolutions.

*Implication: The Village may still apply for the program funding but will need to administer the FireSmart program itself without support of the RDCK.*

- 3.2 That Council refer the matter back to staff for further review and report.

#### 4. DISCUSSION AND ANALYSIS

The Village of Salmo has been in partnership with the RDCK for quite a few years with the FireSmart funding program. For 2024, the RDCK is proposing applying for additional incremental funding only in the event that the first grant amount is not sufficient. As the risk of wildfire is a concern for the Village, it is recommended that participation in the FireSmart program continue.



## The Corporation of the Village of Salmo

### Report to Council

Report Date: May 20<sup>th</sup>, 2024  
Meeting Date: May 28<sup>th</sup>, 2024  
From: Linda Tynan, Interim Chief Administration Officer  
Subject: Engineering of Guardrail for Glendale Bridge

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#### 1. OBJECTIVE

To consider a direct award for the Engineering of the guardrail on the Glendale bridge to Redwood Engineering.

#### 2. DISCUSSION

During the bridge condition assessment completed by Redwood Engineering in August 2022 it was noted that by the engineer that the guardrail of the bridge should also be upgraded because the wood that is currently being used as a guard rail no longer meets the industrial safety standards as well the wood is very weathered and rotten and not in good repair. In the Report to Council provided by the Chief Administrative Officer (CAO) it was stated that Council would budget to engineer and design the guardrail in the next phase of the bridge project.

The Village has been working on this project with Redwood Engineering as they were contracted for the bridge apron. They are familiar with the structure and this can be considered an extension of the initial project. The Engineering would be completed in 2024 with the expectation that the construction to complete the installation would be completed in 2025.

The cost for Engineering was previously quoted by Redwood Engineering of \$10,465. Staff will update council on the updated budget for the project at the May 28<sup>th</sup> meeting.

#### 3. OPTIONS

- 3.1 Direct award the project of Engineering of the guardrail for the Glendale Bridge. (recommended)
- 3.2 Send the project out for Tender/Proposals to see if we receive any other submissions.
- 3.3 Refer the matter back to staff for further review and report.

#### 4. RECOMMENDATION

- 4.1 That Council approve for staff to proceed with the direct awarding of the guardrail project of plan and design to Redwood Engineering.

#### 5. ATTACHMENTS

- 5.1 Report to Council from CAO James Heth dated September 27, 2022
- 5.2 Exert from Redwood Engineering Structural Condition Assessment Report dated August 8, 2022.
- 5.3 Redwood Engineering Bridge Guardrail Replacement Cost Estimate



## The Corporation of the Village of Salmo

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Report Date: September 22, 2022  
Meeting Date: September 27, 2022  
From: James Heth, CAO  
Subject: Glendale Bridge – Repair Design Engineering Proposal

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### **BACKGROUND**

The final structural condition assessment of the Glendale Avenue Bridge has been issued. Consistent with the earlier draft report, the key deficiencies identified are:

- a. the apron slabs have been undermined and the bank on both sides is eroded; and
- b. guardrails have deteriorated and are of questionable load rating.

Staff requested project proposals from Redwood Engineering Ltd. to prepare structural engineering designs for repairs of these deficiencies. Separate proposals were requested for each set of deficiencies identified above.

### **DECISION REQUESTED**

THAT Council approve staff proceeding with the project proposal from Redwood Engineering Ltd. to complete structural engineering design for repairs to address the undermining of the apron slabs of Glendale Avenue Bridge and bank erosion on both banks.

### **DISCUSSION**

The deficiencies of the apron slab were noted as immediate priority items to be addressed within one year, and required downgrading of the bridge load rating. The bank erosion was noted as requiring attention within the next five years. But the issues are related and the work for both would best be addressed as one project. The cost to complete the structural engineering design for these deficiencies is estimated to be \$21,661.65. The engineers would commence work in mid-October and design will take approximately 8 weeks to complete.

The guardrail deficiencies were noted as requiring attention within the next five years. The cost to complete the design for new guardrails is estimated to be \$10,688.75. Staff will seek budget approval for this expense and repairs in future budget years.

Staff also obtained a quote for plans for temporary repairs, but the timeline to prepare such plans was similar to the above, so would not be ready to implement prior to winter in any event.

### **Financial Implications**

This is an unbudgeted expense, and approval of Council is sought under the Expenditure Approval Policy. Funding source will be determined with the CFO.

**Operational Implications**

Current load restrictions will continue until the repair work can be completed.



### **3.1. NORTH AND SOUTH APPROACHES**

The approaches refer to the roadway and surroundings leading up to the bridge, as well as the transition from the roadway to the bridge deck. There are 10' long concrete apron slabs on either side of the bridge. There are expansion joints between the apron and the bridge deck and a flush transition between the apron slab and the roadway asphalt. The expansion joints are filled with dirt and debris. The apron slabs have transverse cracks approximately 2' from the expansion joint.

Each approach has no-post barriers at the upstream side. There are no transitions in the existing no-post barriers. The reflective strips on the buttresses are insufficient to act as hazard indicators or delineators.

At the south approach, downstream side, there is moderate-significant undermining of the apron slab due to water erosion.

### **3.2. SIDEWALK**

The pedestrian sidewalk is located at the upstream side of the bridge. The downstream side of the bridge has a wheel curb with no sidewalk. The sidewalk is in good general condition but is showing signs of its service life. The exposed edge of sidewalk has minor impact damage and there are small potholes at the right bank side. The bridge sidewalk has been ground down where it meets the roadway sidewalk to eliminate the height difference and resulting tripping hazard.

There is a survey monument embedded in the wheel curb at the right bank.

### **3.3. HANDRAILS/GUARDRAILS**

The guardrail is built with 4x6 timber posts, spaced at approximately 6' on centre. The posts are anchored to the bridge by bolting to embedded c-channels in the deck. The posts support three equally spaced 4x6 rails, which are connected with two through-bolts at each end. The top rail is capped with a pressure treated 2x8. The guardrail has an approximate height of 42".

The railing is deteriorating and of questionable load rating. The railing may not be strong enough to stop an errant vehicle. Local members are cracked and checked with minor rot. There is moss/debris accumulation at the bases of the posts, which is contributing to the rot, and the paint is also deteriorating at these locations.

The connections of the railing are also in generally poor condition. The through-bolts tend to be bent from impact at the bottom two rails, and local connections are missing nuts and washers. Additionally, the nails of the top rail are popping at local areas.

3120 Highway Drive  
Trail, B.C. V1R 2T3  
Phone: (250) 364-1688  
Fax: (250) 364-1994

Project Title: Glendale Avenue, Salmo - Bridge Guardrail Replacement

Redwood Project No.: 22E242

**PROJECT PROPOSAL**

**1. CLIENT INFORMATION**

Name: Village of Salmo  
Address: Box 1000 - 423 Davies Avenue  
Salmo BC  
VOG 1Z0  
E-Mail:  Written:

Contact: James Heth  
Phone: (250) 357-9433  
Email / Fax: cao@salmo.ca  
Date: September 7, 2022  
Fax:

**2. SCOPE OF SERVICES**

**A. Included:**

This year we completed a structural condition assessment of the Glendale Avenue Bridge in Salmo. The guardrail condition (deteriorated wood) and expected load rating were noted as deficiencies in the report. This proposal is for the design of upgrading the guardrail for modern loading. This project phase will address deficiencies #10 to #18 in the condition assessment report.

Our services for this project phase will include:

- Structural design of a new steel and concrete guard rail system.
- Drafting structural drawings.

**B. Not included:**

- We are not allowing for load rating or analyzing the existing bridge. Our design is limited to the guard rails.
- We are not allowing for permitting.
- We are not allowing for construction or tendering support with this proposal. We can provide support during these stages, at an extra cost to this proposal.
- Manufacturer fabrication drawings are not included in this proposal.
- Electrical engineering and design, consulting is not included in this proposal.
- Instrumentation engineering and design, consulting is not included in this proposal.
- Mechanical / ventilation engineering and design, consulting is not included in this proposal.

**C. Deliverables:**

- Signed and sealed structural drawings.
- \* Please note we will be available to start the design mid-October 2022

3. ESTIMATED TIME OF COMPLETION FROM REDWOOD ENG. SCHED. START DATE (# WEEKS): 8

(Note: scheduling of work to commence upon official receipt of P.O. and upon mutually agreed start date with client)

**4. PROPOSAL ESTIMATE**

Labour:	\$	9,312.00
Other/Reimbursables:	\$	1,376.75
<b>TOTAL (excludes GST):</b>	<b>\$</b>	<b>10,688.75</b>

This proposal is:  
Fixed Price:  Budget Estimate:  Estimate - not to exceed:

Thank you for considering Redwood Engineering Ltd. for this work. Please call if you have any questions regarding this proposal.

5. REDWOOD ENG. LTD. ACCEPTANCE: Date: September 7, 2022

Redwood Eng. Ltd. Contact Rep. will be: Name: Patrick Brothers

6. CLIENT ACCEPTANCE: Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Please issue P.O. to Redwood Eng. Ltd. Contact Rep. and c.c. Chris Piva @ cpiva@redwoodengineering.com

3120 Highway Drive, Trail, B.C. V1R 2T3 Phone: (250) 364-1688 Fax: (250) 364-1994	Project Title: <u>Glendale Avenue, Salmo - Bridge Guardrail Replacement</u> Redwood Project No.: <u>22E242</u>
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**PROJECT COST SUMMARY**

	DEPARTMENT	BUDGET		
		Hours	Rate	Total
1	Principal Civil / Structural Engineer		\$ 151.00	\$ -
2	Senior Civil / Structural Engineer		\$ 139.00	\$ -
3	Intermediate Civil / Structural Engineer	16.00	\$ 127.00	\$ 2,032.00
4	Junior Civil / Structural Engineer	16.00	\$ 116.00	\$ 1,856.00
5	Senior Civil / Structural Tech.	24.00	\$ 127.00	\$ 3,048.00
6	Intermediate Civil / Structural Tech.		\$ 122.00	\$ -
7	Junior Civil / Structural Tech.		\$ 121.00	\$ -
8	Senior Mechanical Engineer Specialist		\$ 167.00	\$ -
9	Senior Mechanical Engineer		\$ 139.00	\$ -
10	Senior Mechanical / Elec. Tech.		\$ 127.00	\$ -
11	Intermediate Mechanical Engineer		\$ 127.00	\$ -
12	Junior Mechanical Engineer		\$ 109.27	\$ -
13	Intermediate Mechanical Piping Designer		\$ 121.00	\$ -
14	Senior Electrical Engineer		\$ 150.00	\$ -
15	Senior Project Manager		\$ 151.00	\$ -
16	Project Manager		\$ 150.00	\$ -
17	Project Coordinator		\$ 127.00	\$ -
18	Project Coordinator 1		\$ 116.00	\$ -
19	Estimator		\$ 127.00	\$ -
20	Project Control / Support Services		\$ 127.00	\$ -
21	Project Support / Engineering Student		\$ 89.00	\$ -
22	Structural Inspector		\$ 127.00	\$ -
23	Senior Structural Specialist/Bridge Engineer	12.00	\$ 198.00	\$ 2,376.00
24	Senior Electrical Designer		\$ 127.00	\$ -
25			\$ -	\$ -
<b>Subtotal Labour</b>		<b>68.00</b>		<b>\$ 9,312.00</b>
<b>Other:</b>				
		<b>Ea</b>	<b>Rate</b>	<b>Total</b>
	Administration / Secretarial	5.00	\$ 63.50	\$ 317.50
	Ceasar II FE Analysis (at Cost Plus 10%):		\$ -	\$ -
	Vehicles - \$/km (if applicable):		\$ 0.55	\$ -
	L.O.A. / Travel (At Cost Plus 5%):		\$ -	\$ -
	Subconsultant 1:			
	Subconsultant 2:			
	Subconsultant 3:			
	Subconsultant 4:			
	<b>Subtotal Other:</b>			<b>\$ 317.50</b>
	<b>Reimbursables (5% Subtotal Lab. / Other):</b>			<b>\$ 481.48</b>
	<b>Computer &amp; Infor. Systems (6% Subtotal Lab. / Other):</b>			<b>\$ 577.77</b>
	<b>Estimated Project Total:</b>			<b>\$ 10,688.75</b>

**Terms & Conditions**

- Invoices issued on the 1<sup>st</sup> and 15<sup>th</sup> of each month, terms are net 30 days. Interest at a rate of 5% per month will be charged on overdue accounts.
- All applicable taxes (GST) are extra.
- This Rate Schedule is effective May 7, 2019 and is subject to rate increases.
- Overtime rates will be charged at 1.5 times the above rates.
- Computer and Information Systems consists of standard computer hardware, software, network systems and support.
- Reimbursable charges consists of general expenses including long distance calls, faxes, reproductions, printing and office supplies, postal/courier charges and vehicle charges.
- Travel, Accommodation and Subsistence charges include travel, living expenses, site office costs and vehicle rentals (vehicle rentals are for non-rented company vehicles and will be charged for projects exceeding 30 km to and from the Redwood Engineering office and will be charged at .55/km)
- The error liability of Redwood Engineering Ltd. is limited to the cost of re-engineering only.
- All prices are in Canadian dollars.
- Proposal valid for 60 days.
- GST Registration #872333901RT0001.
- We are registered with WCB our account number is # 705144.

# APPENDIX B



## THE CORPORATION OF THE VILLAGE OF SALMO REPORT FROM MAYOR/DIRECTOR

### MAYOR LOCKWOOD

Mayor Report for Council Meeting held on May 28, 2024.

#### **Salmo & Area G Emergency Preparedness Committee:**

Please make sure you have a **Grab and Go Bag** for any emergency or event that you may face. Don't forget about your pets by having some food in your bag for example.

**Fire Department:** Have you had a fire smart assessment done yet? If not contact the RDCK at [www.rdck.ca/EN/main/service/emergency-management/wildfires/firesmart.html](http://www.rdck.ca/EN/main/service/emergency-management/wildfires/firesmart.html).

**Citizen Engagement:** Excitement about Canada Day's

#### **Salmo & District Arts Council:**

##### RDCK:

**Board:** The RDCK has started working on their Procedure Bylaw. This bylaw is advertised for public feedback.

There were two referendums including Area's F, H, and I about curbside collection and they both have failed.

ReDi grants have been approved by the board. It is getting closer for you to start your projects with the funding you will receive.

The 2023 Audited Financial Statements was approved, and zero anomalies were found. A clean audit was presented.

The entirety of the RDCK is now receiving dispatching services from Fraser-Fort George for fire/rescue. We used to be in two different contracts.

**Salmo & Area G Recreation Commission:** May 13, 2024, did not have quorum.

**Economic Trust of the Southern Interior – BC (ETSI-BC):** Next meeting June 14, 2024

**Central Resource Recovery:** Next meeting TBD

**Joint Resource Recovery:** The RDCK has resigned with the Nelson Leaf's Hockey society for the operation of a Household Hazardous Waste drop-off depot. Don't store those waste bring them into Nelson through out the year and drop them off for free here.

A pilot project at the Creston landfill with Leduc Biodiesel Energy taking in cooking-oil and used cooking oil for upcycling.



**West Kootenay Hospital Board:** Next meeting June 26, 2024

**Nelson, Salmo, E, F, & G Regional Parks:** Next meeting June 11, 2024

**Parks, Trails, Water Access Working Group:** Next meeting TBD

**Emergency Program Executive Committee:** The policy group meet with staff for an update where we are in terms of all emergencies.

**Other meetings of note:**

**Mayor's and chair Highway 3 Coalition:** Next meeting June 12, 2024

**Ministry and/or MLA Meetings:** Meetings with Minister Ma and Kang has started about emergencies including wildfires and floods.

The government has a new tool for residents so they can be prepared for an emergency. It can be found under [PreparedBC.ca/EmergencyReady](https://PreparedBC.ca/EmergencyReady).

BC Wildfire Services started working on hold over fires from last year as soon as it was possible to get into the area with heavy equipment to work on the existing fires from last year.

May and June rains are extremely important to reduce drought times in July and August.

The wildfire app has been improved. Direct residents to this app. They are looking at how they can update the app quicker than it is now.

Barnes Creek is where the Southeastern snowpack is measured. Snowpack in our region is 70% with an average over BC at 66%. This is the lowest since 1970.

BC Wildfires has started doing nighttime aerial attacks. They did some practice last year to see how it would work in the safest manner. Any company in BC that are interested in this needs to contact the provincial government to show their interest.

**IHA and Mayor's meeting:**

**Columbian Basin Trust Corporation:** The Trust continues to actively work on the project and is pleased with progress to date.

Project information here: [Fruitvale to Nelson Fibre Optic Backbone Project | Broadband \(ourtrust.org\)](https://ourtrust.org)

**Important dates to know for funding through the ReDi Program:**

Thursday **May 16** Funding recommendations presented to RDCK Board for approval.

Monday **May 27** RDCK Finance will be provided with a list of approved project proposals in preparation of funding disbursements in June.

Thursday **June 6** RDCK website will be updated to include listing of 2024 approved project proposals.

**June – July** ReDi grant cheques, letter and applicable contracts will be forwarded to successful proponents. Funding agreements will be forwarded to proponents in receipt of project funding support of \$5,000.00 or more (funding agreements are required prior to the release of funds).

Sunday **June 30** projects funded in 2023 should be completed by this date Thursday October 31  
Deadline for project extensions and change of scope for projects funded 2023 and earlier.

Tuesday **December 31** Deadline for Final Financial Reports for projects funded 2023 and earlier  
(Organizations failing to satisfy reporting requirements will not be eligible for 2025 ReDi funding  
consideration)

Respectfully submitted,

**Mayor/Director Lockwood**