



REGULAR MEETING (#16-24)

A Regular Meeting of the Council of the Village of Salmo to be held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on **Tuesday, October 22, 2024 at 7:00 p.m.**

The public may attend in person or electronically. The electronic link will be available on our website on Tuesday.

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

AGENDA:

1. Call to Order
2. Adoption of Agenda

STAFF RECOMMENDATION:

Pg.1

That the agenda of Regular Meeting #16-24 of Tuesday, October 22, 2024 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include a New Business section and a Public Question Period.

3. Delegations - NIL
4. New Business
5. Adoption of the Minutes

(1) STAFF RECOMMENDATION:

Pg.3

That the minutes of the Regular Council meeting #15-24 of Tuesday, October 8, 2024 be adopted as presented.

6. Referrals from Delegations - NIL
7. Referrals from Prior Meetings - NIL
8. Operational Reports

(1) Civic Works Department

Pg.7

STAFF RECOMMENDATION:

That Council receive for information the written report as presented by Civic Works Foreman Fred Paton dated October 17, 2024.

(2) Fire Department

Pg.9

STAFF RECOMMENDATION:

That Council receive for information the written report dated October 1, 2024 provided by Fire Chief David Hearn for the period of September 2024.

(3) Bylaw Enforcement

Pg.11

STAFF RECOMMENDATION:

That Council receive for information the written report on bylaw enforcement for the period of September 2024.

(4) Administration

Pg.13

- a. **STAFF RECOMMENDATION:**
That Council receive for information the report prepared by CAO Kwiatkowski. Pg.15
- b. **2025 Municipal Internship**
STAFF RECOMMENDATION:
That Council deny the application for a municipal intern for 2025. Pg.17
- c. **Funding for the Tarp for the Dump Truck**
STAFF RECOMMENDATION:
That staff be directed to apply to the Community Development Funds from the RDCK in the amount of \$4,426.28 to cover the cost of the tarp for the Village’s dump truck. Pg.17
- (5) **Strategic Plan - NIL**
9. **Financial Reports**
 - (1) **STAFF RECOMMENDATION:** Pg.19
That Council receive for information the list of accounts payable cheques and electronic fund transfers from October 4, 2024 to October 17, 2024 totaling \$151,792.34.
 - (2) **STAFF RECOMMENDATION:** Pg.21
That Council receive for information the Treasurer’s Report for September 2024.
11. **Correspondence Requiring a Council Decision**
 - (1) **Salmo District Arts Council Re: Letter of Support - #56** Pg.23
STAFF RECOMMENDATION:
That Village Council provide a letter of support to the Salmo District Arts Council for the activities proposed at 304 Main Street.
12. **Correspondence for Information Only - NIL**
13. **Member Reports & Inquiries**
 - (1) **Councillor Cox**
 - (3) **Councillor Lins**
 - (4) **Councillor Neil**
 - (5) **Mayor Lockwood**

RECOMMENDATION: Pg.
That the verbal and written reports of Mayor and Council be received for information.
14. **Public Question Period**
15. **Adjournment**

The next regularly scheduled Council meeting will be on November 12, 2024 at 7:00 p.m.



The Corporation of the Village of Salmo

REGULAR MEETING #15-24 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, October 8, 2024 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	CAO Derek Kwiatkowski
Mayor Diana Lockwood	Members of the Public - 0
Councillor Melanie Cox	<u>Electronically:</u>
Councillor Jennifer Lins	Members of the Public - 0
Councillor Kenzie Neil	

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

AGENDA:
R1-15-24

Moved and seconded, that the agenda of Regular Meeting #15-24 of Tuesday, October 8, 2024 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section and a Public Question period.

Carried.

DELEGATIONS: NIL

NEW BUSINESS:
R2-15-24
Ambulance Bay Parking Pad Replacement

Moved and seconded, that Council direct administration to table the replacement of the ambulance bay concrete pad until administration completes a building management plan.

Carried.

MINUTES:
R3-15-24
Regular Meeting
August 27, 2024

Moved and seconded, that the minutes of the Regular Council meeting #12-24 of Tuesday, August 27, 2024 be adopted as presented.

Carried.

R4-15-24
Regular Meeting
September 24, 2024

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

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

POLICY DEVELOPMENT & REVIEW: NIL

BYLAW DEVELOPMENT & REVIEW:
R5-15-24

Moved and seconded, that "*Permissive Tax Exemption Bylaw No. 758, 2025*", having had three readings, be reconsidered and adopted.

Permissive Tax Exemption Bylaw No. 758, 2025 Carried.

R6-15-24 Permissive Tax Exemption Bylaw No. 759, 2025 Carried.
Moved and seconded, that "*Permissive Tax Exemption Bylaw No. 759, 2025*", having had three readings, be reconsidered and adopted.

ACCOUNTS PAYABLE:

R7-15-24 Carried.
Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from September 20, 2024 to October 3, 2024 totaling \$39,549.00.

CORRESPONDENCE REQUIRING A COUNCIL DECISION: NIL

CORRESPONDENCE FOR INFORMATION ONLY: NIL

MEMBER REPORTS & INQUIRIES:

Councillor Cox Councillor Cox has reported that she will attend a Housing Needs meeting on October 18th.

Councillor Lins Councillor Lins has nothing to report.

Councillor Neil Councillor Neil has reported that the Library Board will meet next week.

Mayor Lockwood Mayor Lockwood has reported that there is an ETSI BC grant for a water study.

R8-15-24 Verbal & Written Reports of Mayor & Council Carried.
Moved and seconded, that the verbal and written reports of Mayor and Council be received for information.

PUBLIC QUESTION PERIOD:

ADJOURNMENT: R9-15-24 Carried @7:40 p.m.
Moved and seconded, that the meeting be adjourned.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, October 8, 2024.

Mayor

Chief Administrative Officer/CO



The Corporation of the Village of Salmo

Report to Council

Report Date: October 17th, 2024
Meeting Date: October 22nd, 2024 (#16-24)
From: Fred Paton, Civic Works Foreman
Subject: Civic Works Report for October, 2024

1. **OBJECTIVE**

To update Council on Civic Works operations.

2. **DISCUSSION**

2.1. **Fall Activities**

- (a) Paving completed on Fourth Street and Cady Road.
- (b) Gas has been run to the Glendale Well building and just needs to be hooked up.
- (c) KP Campground & KP Park Washrooms will be closed effective October 21st, 2024.
- (d) Continuing to complete MIABC safety concern suggestions.
- (e) Continuing to prep winter equipment for upcoming season.
- (f) Fall Water System Chlorination is taking place October 25, 2024.
- (g) Flower boxes have been put away for winter.
- (h) Completed multiple water shut offs/ons.
- (i) Staff is taking required courses.
- (j) Fall Clean-up is scheduled for October 23rd & 24th, 2024.
- (k) Upcoming and Current Projects:
 - (i) Staff will be inspecting the Wastewater Treatment Plant & Water System as part of the Asset Management Review.
 - (ii) Glendale Bridge Handrails Engineering
 - (iii) WWTP Harmonics Upgrade
 - (iv) Sayward Avenue culvert replacement
 - (v) Contractor will be completing patch work on the Glendale Bridge on October 18th, 2024.

2.2. **Attachments: Nil**



Fire Chief's Report: October 01, 2024

Regular Council Meeting #16-24

Since the last report on September 1st, 2024 the Salmo Fire Department responded to 8 calls:

- | | | | | | |
|---|-----------------|---|-----------------------|---|-------------|
| 3 | Jaws Calls | 1 | Carbon Monoxide Alarm | 1 | Lift Assist |
| 2 | Burn Complaints | 1 | Downed Power Lines | | |

DESCRIPTION

Fortunately none of our calls last month were very serious in nature. However, the call we had for a Carbon Monoxide had the potential of being serious. The Carbon Monoxide levels were extremely high. Exposure to those levels could have caused severe illness or death had they not reacted to the alarm.

New heavy duty batteries were installed in the Fast Attack, as those batteries were old and not holding a charge.

After a pumping practice a leak was discovered in the plumbing of E6. Crews were able to temporarily seal off the leak until a new 2 inch nipple and elbow was installed later on in the week. We are fortunate to have volunteers on our department that have the skills and abilities to do repairs in their own free time.

Misc.

We have had two persons join our department in the last month. We had a third person come out for a night. The person later decided that they had too many other things going on in their lives at the moment, but they would definitely consider joining in the future.

Originally Signed By:

David Hearn, Fire Chief



Bylaw Officer's Report: Sept 1, 2024, to Sept 30, 2024

Regular Council Meeting #16-24

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Noise Complaint	1	<ul style="list-style-type: none">• One (1) noise complaint from a residential tenant in a commercial building. RCMP attended and the music was turned down. The Village also emailed the owner of the building advising of the complaint and providing a copy of the Noise Bylaw. Will follow-up to ensure compliance.
Traffic	1	<ul style="list-style-type: none">• One (1) complaint from a resident about a truck being parked in a lane blocking access. This is an ongoing situation. The Bylaw Officer spoke to the owner, and he moved the truck.
Burn Complaint	1	<ul style="list-style-type: none">• One (1) complaint from a resident about their neighbour burning and creating foul smoke. The Bylaw Officer attended the property and advised the owner of the complaint and that he cannot burn garbage or other items that create foul smoke.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic	1	<ul style="list-style-type: none">• The Bylaw Officer took pictures of a travel trailer & small car trailer parked in a parking lot of a business. It appeared that someone was residing there. When he went back to address the situation both trailers had been moved. No action needed.
Unightly	2	<ul style="list-style-type: none">• The Bylaw Officer left notices at two (2) residences with long grass. Compliance achieved in one situation will follow-up to ensure compliance with other property.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer



The Corporation of the Village of Salmo

Report to Council

Report Date: October 17, 2024

Meeting Date: October 22, 2024 (#16-24)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: Chief Administrative Officer's Report

1. Interviews are being conducted for the Administrative Assistant position.
2. Staff has conducted building assessments of all Village owned and leased buildings as part of the asset management process. These inspections did not include the water or waste water plants & we were not able to access the curling rink or the KP concession. Staff will provide Council with these assessments with recommendations for these properties. Recommendations will include potential renovations, disposal, revenue potential. Costs for the recommendations will not be included at this time. Costs will be given to Council prior to budget discussions. Overall, the building inventory of the Village is in a satisfactory state, with no urgent work needed.
3. Work being done at the office for the heat pump installation is planned for the week of October 21st.
4. Administration has received information regarding a borrowing bylaw necessary for the purchase of a fire truck that sets a blueprint for the referendum. Administration will be bringing forward this discussion at the beginning of the new year to begin the process. Administration also has some general costing for the truck completed but is finalizing details on some of the equipment needed on the fire truck. Staff will be meeting with the CFO in November to finalize the financial aspects of the application.
5. Administration has met with MIABC to complete a Loss Control survey. There will be additional policies & procedures brought forward from this process that are focused on risk mitigation & increased documentation. These documents will be brought to Council beginning in November.
6. The Village has created a total of 32 Bylaw Enforcement files in 2024 so far. Animal control, traffic control, property standards & environmental complaints are the items that have required the most attention. These calls do not include any development files.
7. Administration is reviewing potential grant options for infrastructure studies. The Village has approached ETSI and the CBT. ETSI has responded that the studies don't fit within their funding scope. There is a new funding window through FCM in February 2025, staff is in contact with FCM to determine the eligibility.
8. The Village will be asked to sign an MOU's for the Indigenous Engagement funding project through the EDMA in the next few weeks. Each participant of the Village will participate in specific engagement training. We will be required to provide the list of participants for the project as the MOU's are signed.
9. Administration has received an inquiry to rent 423 Railway Avenue. Staff have contacted the property owner regarding a recent building inspection to determine what the future is of the property.



The Corporation of the Village of Salmo

Request for Decision

Report Date: October 16, 2024
Meeting Date: October 22, 2024 (#16-24)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: 2025 Municipal Internship

1. **OBJECTIVE**

For Council to consider applying for a Municipal Internship beginning in 2025.

2. **DISCUSSION AND ANALYSIS**

Each year the LGMA awards 6 internships throughout the province. This person would train under the CAO & be employed with the Village for 1 year. Mayor Lockwood brought forward this opportunity from the UBCM Conference for discussion.

FROM THE LGMA:

"The Local Government Internship Program work plan is designed to help plan and guide an intern's activities and professional development. The work plan lists a variety of activities that a host organization can choose from to provide interns with a wide range of experiences, to help them build a solid foundation of knowledge about local government and develop skills and competencies for successful careers in the field.

Prospective hosts should identify how they can provide meaningful work for their intern in each of the core areas, as well as a few of the non-core areas featured below. Local governments that do not have the capacity or ability to provide work in one of the core modules may wish to partner with another local government that can provide learning opportunities in the critical areas.

A detailed, customizable work plan that includes a list of recommended activities for core and non-core modules will be provided to host organizations that are selected to participate in the program."

The cost to the Village would be approximately \$10,000 - \$15,000 which would include wages, training, equipment & supplies. LGMA provides \$42,000 in wages & \$5,000 in training. The typical salary range that is LGMA recommended is between \$50,000 & \$65,000. A comprehensive work plan would also need to be created by the Village.

The Village has the potential to apply for this person with a deadline of October 31st. With recent staff changes & an ambitious workplan already in place for 2025, current human resources are not at a capacity to consider this intern for 2025.

3. **RECOMMENDATION**

That Village Council deny the application for a municipal intern for 2025.

4. **ALTERNATIVES**

1. That Village Council direct administration to apply for a municipal internship & commit to fund the municipal internship from the 2025 budget for up to \$15,000.



The Corporation of the Village of Salmo

Report to Council

Report Date: October 15, 2024
Meeting Date: October 22, 2024 (#16-24)
From: Brandy Jessup, Deputy Corporate Officer
Subject: Funding for the Tarp for the Dump Truck

1. OBJECTIVE

That staff be directed to apply to the Community Development Funds to cover the cost of the tarp purchased for the Village's dump truck.

2. DISCUSSION

During budget discussions, civic works was approved to purchase a tarp for the Village's dump truck in order to keep material under control along roadways. According to the budget spreadsheet, the intent was for the cost to be recouped through the Village's portion of the Community Development Funds with RDCK.

As no resolution was officially made by Council, this request is coming forward now.

3. OPTIONS

- 3.1 That staff be directed to apply to the Community Development Funds from the RDCK in the amount of \$4,426.28 to cover the cost of the tarp for the Village's dump truck.
- 3.2 That the cost of the tarp be funded through operational funds.

4. RECOMMENDATION

That staff be directed to apply to the Community Development Funds from the RDCK in the amount of \$4,426.28 to cover the cost of the tarp for the Village's dump truck.

Respectfully submitted,

Brandy Jessup, Deputy Corporate Officer

Village of Salmo
Accounts Payable October 4 to October 17, 2024

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
017743	2024-10-07	Accura Alarms Security Service Ltd.	Alarm Servicing	\$52.50
017742	2024-10-07	Ace Courier Systems	Water Sample Shipping	\$27.67
017770	2024-10-17	Air Liquide Canada Inc.	Fire Department Supplies	\$16.80
017744	2024-10-07	Beaver Falls Machining Ltd.	WWTP Supplies	\$53.21
EFT	2024-10-09	Collabria	F.D./Office Supplies/Postage	\$392.24
017746	2024-10-07	Columbia Basin Broadband Corporation	Internet Service	\$280.00
017745	2024-10-07	Commissionnaires British Columbia	Bylaw Enforcement	\$536.91
017771	2024-10-17	Commissionnaires British Columbia	Bylaw Enforcement	\$303.05
017772	2024-10-17	Eco/Logic Environmental	Q3 Effluent Monitoring	\$1,981.17
017748	2024-10-07	First Class Fencing Inc.	RI Basin Fencing Project	\$70,268.10
017747	2024-10-07	Fortis BC Inc.	Electricity Expense	\$3,309.00
017773	2024-10-17	Fortis BC Inc.	Electricity Expense	\$45.92
017749	2024-10-07	GFL Environmental Inc. 2020	Garbage Services	\$12,311.17
017774	2024-10-17	Imperial Oil Esso	F.D./Fleet Fuel Expense	\$1,979.17
017762	2024-10-07	Inland Allcare	Garbage, KP Washroom Supplies	\$290.84
017750	2024-10-07	International Selkirk Loop	Advertising Expense	\$404.98
017775	2024-10-17	Ironman Directional Drilling	Subdivision Road Crossings	\$8,263.50
017755	2024-10-07	Kelowna Barrette	Janitorial Services	\$409.50
017752	2024-10-07	Lidstone & Company	Legal Services	\$1,422.40
017753	2024-10-07	Mills Office Productivity	Office Supplies	\$236.95
017776	2024-10-17	Morrison Neila	Refund Cemetery Plot Purchase	\$918.75
017754	2024-10-07	Passmore Laboratory Ltd.	Water Testing Expense	\$200.00
EFT	2024-10-11	Receiver General for Canada	Payroll Remittance	\$13,528.20
017777	2024-10-17	Regional District of Central Kootenay	F.D. Training Expense	\$1,367.96
017757	2024-10-07	Rite-Way Mechanical Repairs Ltd	Excavator Supplies	\$122.12
017756	2024-10-07	Rogers	Cellphone Expenses	\$121.56
Pre-Authorized Debit	2024-10-17	Royal Bank Central Card Services	Service Fees	\$1.50
017759	2024-10-07	Salmo Village Grocery	Office/Water Sample Shipping Supplies	\$162.30
017758	2024-10-07	Skyway Hardware (1985) Ltd.	Shop Supplies	\$66.42
017760	2024-10-07	Sunco Communication & Installation	IT Services	\$1,855.62
017778	2024-10-17	Telus	Alarm Monitoring	\$57.75
017761	2024-10-07	Trowlex Rentals & Sales	Shop Supplies	\$231.06
EFT	2024-10-08	Workers' Compensation Board of BC	Quarterly Remittance	\$4,131.57
		Employee Benefits, Reimbursements and Salaries (PP21)		\$26,442.45
		Total:		\$151,792.34

Village of Salmo
 Accounts Payable October 4 to October 17, 2024

Cheque # Pay Date Vendor Name Description Paid Amount

Credit Card Details:

Adobe Subscription	\$43.66			
F.D. GPS Subscription	\$72.74			
Office Supplies	\$251.38			
Postage	\$24.46			
	\$392.24			

Village of Salmo Regular Council Meeting #16-24
 Treasurer's Report as of September 30, 2024

Account Name	30-Sep-24	31-Aug-24	30-Sep-23
	Balance	Balance	Balance
Chequing Community Plus (Operating Account)	\$2,489,339.68	\$2,646,708.24	\$2,483,095.92
Masterplan Community Plus - Wellness Centre Equipment	\$0.00	\$0.00	\$0.00
Masterplan Community Plus - Community Works	\$417,062.45	\$417,045.44	\$421,608.95
Masterplan Community Plus - Salmo Parks	\$15,912.55	\$15,889.56	\$2,492.64
Masterplan Community Plus - Growing Community	\$0.00	\$0.00	\$0.00
Maximizer Community Plus - Civic Works Reserves	\$166,850.50	\$166,203.90	\$157,768.97
Maximizer Community Plus - Sewer Civic Works Reserves	\$4,123.39	\$4,117.47	\$32,494.98
Maximizer Community Plus - Cemetery Care	\$26,065.00	\$26,027.56	\$25,611.92
Maximizer Community Plus - Water Civic Works Reserves	\$326,611.75	\$326,142.64	\$286,130.10
Maximizer Community Plus - Lions Park (<i>Previously Curling Rink</i>)	\$19,091.46	\$19,064.04	\$17,308.80
Maximizer Community Plus - Wellness Centre	\$124,737.46	\$124,558.30	\$109,111.17
Maximizer Community Plus - Fire Department Equipment	\$140,143.28	\$139,941.99	\$87,968.41
Maximizer Community Plus - Jaws of Life	\$245,806.03	\$245,452.98	\$198,482.19
Maximizer Community Plus - Ambulance	\$12,896.20	\$12,877.68	\$12,672.05
Membership Shares	\$25.00	\$25.00	\$25.00
Patronage Shares	\$2,238.00	\$2,238.00	\$2,238.00
	\$3,990,902.75	\$4,146,292.80	\$3,837,009.10
Accounts Receivable			
Utilities	\$74,632.44		
Taxes	\$125,357.79		
Other	\$80.00		
	\$200,070.23		
Accounts Payable			
	\$0.00		
Grand Total (Assets minus Liabilities)	\$4,190,972.98		



The Corporation of the Village of Salmo

Request for Decision

Report Date: October 17, 2024
Meeting Date: October 22, 2024 (#16-24)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Letter of Support for Salmo District Arts Council

1. **OBJECTIVE**

For Council to give a letter of support to the Salmo District Arts Council for the proposed activities.

2. **DISCUSSION AND ANALYSIS**

Salmo Youth Arts Society is planning an addition onto the church located at 304 Main Street in Salmo. They will be applying for grants for a new facility that will increase the use of the space. Construction plans include a commercial portion, a gallery, as well as a residential component. This letter of support is not meant for physical aspects of the development, rather to support to overall project. The building itself will need to be approved separately.

3. **RECOMMENDATION**

That Village Council provide a letter of support to the Salmo District Arts Council for the activities proposed at 304 Main Street.

4. **ALTERNATIVES**

1. That Village Council deny the letter of support.
2. That Village Council request additional information prior to considering a letter of support.

DATE Oct. 17/24
NO 56 TO MVC - Oct. 22/24
FILE NO 0230-20

VILLAGE OF SALMO



Salmo District Arts Council
Box 835
304 Main St
Salmo BC

Oct 17 2024

Request for Conditional letter of Support from Village of Salmo re: Infrastructure grants

Dear Mayor and Council,

The Salmo District Arts Council is requesting the continued support of the Village of Salmo in the form of a Conditional letter of support that SDAC can share with our funding bodies for our proposed renovation and addition at 304 Main St. We are at our 2nd phase of our planning and will be applying for construction grants in late October, early November with conceptual drawings from our Architect Austin Hawkins. As soon as we have our conceptual plans we will send them via email to the CAO who will share them with the Mayor and Council. We are all really looking forward to having conceptual plans that we can start working off of towards actually getting construction moving forward. We are very much aware that there are many more hoops to jump through between now and construction including permissions, permits, zoning, set back variances etc.

You might be familiar with the building at 304 Main St – Salmo Community Memorial Church- this non denominational non profit/charity has been maintaining and running the building since 1957 when the building was built by the Women's Auxiliary Guild as a war memorial to the 17? young Salmo area men who lost their lives during the war. As church congregations are dwindling and the group (SCMCA) grew concerned over the ongoing maintenance of the building that was in growing need of repair and reached out to myself and the Salmo District Arts Council around cooperating to keep the building in community use.

Thanks to radical collaboration from both sides this partnership has been going very well, with SDAC leaning into the generosity of the SCMCA, and SCMCA benefiting from growing community in the space.

As we get further into the idea of renovations we are confronted with the needs for an addition- both to address meeting the modern legal needs of the building, and, to address the programming needs of the Arts Council. Regardless, over the last 3 years the Arts Council has had varied use of the space over the last 3 years- concerts, arts shows, youth art events, workshops, performance art, artist talks, July 1st cooling station, herbalism workshops/gatherings, dance parties, Indigenous collaboration, strategic planning, community meetings, board meetings, as well as umbrellaing other 3rd party community groups such as Dungeon's and Dragons, Bridge club, Alanon. These are all activities that would continue in the addition/renovation. This is what this building was built for- a 3rd space where multi generational community can gather with a low cost barrier.

One of the main infrastructure concerns that started this collaboration is the roof on the building- it needs replacing.

We are at phase 2 of the CBT SMART grant which recommends putting \$13,500 worth of R28 mineral wool insulation into our ceiling to optimize energy efficiency- this triggers a cascade of costs from the necessity to involve a structural engineer to the potential need to increase structural integrity and then due to decreased heat loss and slower snow melt- the need for snow stops, clamps etc as prescribed. As you can see costs can quickly increase.

Another necessary surprise renovation discovered through our phase 1 is that we need to replace the stairs/access to the basement to meet modern standards. We also only have 1 washroom on site and it is not wheel chair accessible. To accomodate legal stairs and the legal number of washrooms we need – we basically need to dig another basement. We also have issues with the integrity of the building envelope that need to be addressed.

Our proposal is to put a gift shop and Info/Welcome Centre on top of the new basement which would help elevate Salmo's Tourism presence. We have talked briefly with the Chamber of Commerce about this and they were supportive of the idea- will be sharing with the board in the near future. We have requested a letter of support for our project.

I have discussed these plans with RDCK and anticipate a letter of support following their November meeting.

We are planning our renovations/addition in 2 phases, which will be more clear when you see the conceptual drawings. Phase 1 includes structural changes to the building, including the roof as necessary as well as the new basement to include upgrades to meet code with the washroom and stair well. It also includes construction of the sales gallery/welcome centre and "Gallery 2" which would run along the east side of the structure and envelope the building on that side. Phase 1 also includes kitchen upgrades.

Phase 1 will also likely include the CBT SMART grant recommendation to move to a heat pump.

These improvements will allow us to have increased use of the space, including more comfortable use of the space during especially cold or hot weather. This increased capacity for using our space will increase our fundraising opportunities. We will also be applying for various sources of Operational Funding.

Currently I am in conversation with the Columbia Basin Trust re Community Development funds.

We are applying to the following funding bodies immediately, Rural Economic Diversification, British Columbia Arts Council and the Columbia Basin Trust. Though will not be limited to these -looking into Accessibility funding, Heritage BC, Canada Council for the Arts

We will use the letter of support from the village in these applications.

As well we are reaching out to various community donors- I had a meeting with Tech today around sponsorship for the project and they were supportive, we should hear back from them fairly soon.

We have received funding from the Economic Trust of the Southern Interior- ETSI BC to hire Mike Stolte for consultation around developing a Cultural Tourism Plan for the Salmo Valley of which this building would be a hub. This work will happen between January 2025 and October 2025. For now SCMCA maintains the building, within our consultation with Mike Stolte we will lay out our fiscal plan for SDAC take over this role.

I am nearing the end of a 6 month mentorship with Nadine Tremblay of the Trail District Arts Council. It was funded by the British Columbia Arts Council. We are waiting on news re continued funding for this. Over the last decade or so Nadine has brought the annual budget of the Trail Arts Council from 30,000 to 800,000.

The Rural Economic Diversification fund feels comfortable letting us apply based on our ETSI BC grant to hire Mike Stolte and we will be sending them more information around long term financial capacity to manage the building in the spring. BCAC and CBT are also aware of our unique relationship with the building, our long term building use agreement and our pursuit of operational funding.

Phase 2 of the construction will be applied for in the near future and also includes a basement. The building features storage, a green room, extended gallery space, a botanical arts space, laundry and washrooms, office space and a 2 bedroom residential suite. More information to be shared about this in the near future. This seems like enough information for 1 letter!

Thank you for your consideration.
Best, Cheryl

