



REGULAR MEETING (#08-25)

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, April 22, 2025 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. Salmo Valley Volunteer Long Service Award
 - (1) Rudy Huser
3. Adoption of Agenda

STAFF RECOMMENDATION:

Pg.1

That the draft agenda of Regular Meeting #08-25 of Tuesday, April 22, 2025 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to include a New Business section, a Bylaw Development & Review section, and a Public Question Period.

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

(1) STAFF RECOMMENDATION:

Pg.5

That the minutes of the Regular Council meeting #07-25 of Tuesday, April 8, 2025 be adopted as presented.

(2) STAFF RECOMMENDATION:

Pg.9

That the minutes of the Special Council meeting of Monday, April 14, 2025 be adopted as presented.

7. Referrals from Delegations - NIL
8. Referrals from Prior Meetings

(1) Mobile Food & Vendor Policy A-010

Pg.11

STAFF RECOMMENDATION:

That Council approve the Mobile Food & Vendor Policy A-010 as presented.

9. Bylaw Development & Review

(1) Five-Year Financial Plan (2025-2029) Bylaw #762, 2025

Pg.15

STAFF RECOMMENDATION:

That the "Financial Plan (2025-2029) Bylaw #762, 2025", having had three readings, be reconsidered and adopted.

(2) Annual Tax Rate Bylaw #763, 2025

Pg.21

STAFF RECOMMENDATION:

That the “Annual Tax Rate Bylaw #763, 2025”, having had three readings, be reconsidered and adopted.

- (3) **Fire Department Remuneration Amendment Bylaw #764, 2025** Pg.23

STAFF RECOMMENDATION:

That the “Fire Department Remuneration Amendment Bylaw #764, 2025” be given second and third.

- (4) **Fire Prevention Amendment Bylaw #765, 2025** Pg.29

STAFF RECOMMENDATION:

That the “Fire Prevention Amendment Bylaw #765, 2025” be given second and third reading.

- (5) **Village of Salmo Volunteer Fire Department Amendment Bylaw #766, 2025** Pg.43

STAFF RECOMMENDATION:

That the “Village of Salmo Volunteer Fire Department Amendment Bylaw #766, 2025” be given second and third reading.

10. Operational Reports

- (1) **Public Works Department** Pg.55

STAFF RECOMMENDATION:

That Council receive for information the written report as presented by Civic Works Foreman Fred Paton for the period of April 2025.

- (2) **Fire Department** Pg.59

STAFF RECOMMENDATION:

That Council receive for information the written report dated April 1, 2025 provided by Fire Chief David Hearn for the period of March 2025.

- (3) **Bylaw Enforcement** Pg.61

STAFF RECOMMENDATION:

That Council receive for information the written report on bylaw enforcement for the period of March 2025.

- (4) **Administration** Pg.63

CAO Report – OCP Consultation Policy

STAFF RECOMMENDATION:

That Council accepts the CAO report for information.

- (5) **Strategic Plan** Pg.65

STAFF RECOMMENDATION:

That Council accepts the CAO report for information.

11. Financial Reports

- (1) **STAFF RECOMMENDATION:** Pg.69

That Council receive for information the list of accounts payable cheques and electronic fund transfers from April 4, 2025 to April 16, 2025 totaling \$64,463.36.

(2) STAFF RECOMMENDATION:

Pg.71

That Council receive for information the Treasurer's Report for March 2025.

12. Correspondence Requiring a Council Decision - NIL

13. Correspondence for Information Only - NIL

14. Member Reports & Inquiries

(1) Councillor Cox

(2) Councillor Heatlie

(3) Councillor Lins

(4) Councillor Neil

(5) Mayor Lockwood

STAFF RECOMMENDATION:

Pg.73

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

15. Public Question Period

16. Adjournment

The next regularly scheduled Council meeting will be on May 13, 2025 at 7:00 p.m.



The Corporation of the Village of Salmo

REGULAR MEETING #07-25 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, April 8, 2025 at 7:00 p.m.

PRESENT:

In Person:

Mayor Diana Lockwood
Councillor Melanie Cox
Councillor Jonathon Heatlie
Councillor Kenzie Neil

CAO Derek Kwiatkowski

Members of the Public -8

Electronically:

Members of the Public -2

REGRETS:

Councillor Jennifer Lins.

CALL TO ORDER:

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

AGENDA:

R1-07-25

Moved and seconded, that the agenda of Regular Meeting #07-25 of Tuesday, April 8, 2025 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, an Administrative Report section, a Public Question period, and an *In Camera* section.

Carried.

DELEGATIONS: NIL

NEW BUSINESS: NIL

MINUTES:

R2-07-25

Regular Meeting
March 25, 2025

Moved and seconded, that the minutes of the Regular Council meeting #06-25 of Tuesday, March 25, 2025 be adopted as amended.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

POLICY DEVELOPMENT & REVIEW:

R3-07-25

Food & Mobile Vendor
Policy – A-010

Moved and seconded, that Council direct staff to bring the Food & Mobile Vendor Policy A-010 back to the April 22nd Regular Council Meeting with suggested changes.

Carried.

BYLAW DEVELOPMENT & REVIEW: NIL

ACCOUNTS PAYABLE:

R4-07-25 Moved and seconded, that Council receive for information the list of account payable cheques and electronic fund transfers from March 21 to April 3, 2025 totaling \$85,159.18.
Carried.

ADMINISTRATIVE REPORTS:

R5-07-25 Moved and seconded, that Council approve staff to advertise for 2
Summer Student Job summer student positions.
Postings
Carried.

R6-07-25 Moved and seconded, that Council accepts the CAO report for
CAO Report – General information and further, that Council schedule a Special Meeting on
Updates April 14, 2025 at 7:00 p.m.
Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION: NIL

CORRESPONDENCE FOR INFORMATION ONLY:

R7-07-25 Moved and seconded, that Council receive for information the
 following correspondence from:
 (1) Philip Perras Re: BC Municipalities Must Unify and Prepare for
 Potential Retaliation - #14
 (2) RDCK Re: Trash to Treasure Day April 26, 2025
Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Cox Councillor Cox reported on the renewed interest in Council portfolios.

Councillor Heatlie Councillor Heatlie reported on the desire to be more involved with the
current portfolios.

Councillor Lins NIL

Councillor Neil Councillor Neil reported on the Library Strategic Plan Meeting to be
held on April 12th.

Mayor Lockwood Mayor Lockwood reported on the Recreational Enhancements in
Accessibility for Children from Columbia Basin Trust, requesting staff
resend the application guide for review.

R8-07-25 Moved and seconded, that Council direct staff to complete a progress
Strategic Planning report of the Village's Strategic Plan for the 2nd Regular Council
Meeting each month.
Carried.

R9-07-25
Verbal & Written
Reports of Mayor &
Council

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

Carried.

PUBLIC QUESTION PERIOD: The gallery spoke regarding the Food & Mobile Vendor Policy & different possibilities for food vendors at Village events.

Council responded that the Village would consider different options for the Policy at the next Regular Council Meeting.

IN CAMERA RESOLUTION:

R10-07-25

Moved and seconded, that the meeting be closed to the public under Sections 90(1)(c) labour relations or other employee relations and (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* of the *Community Charter*.

Carried.

RISE & REPORT:

11-07-25

Moved and seconded, that staff bring forward all relevant Bylaws related to change in legislation from the Fire Services Act to the Fire Safety Act and with changes that reflect more flexibility for staff to complete fire inspections.

Carried.

RECONVENE OPEN MEETING: Council reconvened the meeting at 9:42 p.m.

ADJOURNMENT:

R12-07-25

Moved and seconded, that the meeting be adjourned.

Carried @ 9:43 p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, April 8, 2025.

Mayor

Chief Administrative Officer/CO



The Corporation of the Village of Salmo

SPECIAL MEETING MINUTES

Minutes of the Special Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on Monday, April 14, 2025 at 7:00 p.m.

PRESENT:

In Person:

Mayor Diana Lockwood
Councillor Jennifer Lins
Councillor Kenzie Neil

Finance Officer Nathan Russ

CAO Derek Kwiatkowski

Members of Public - 0

Electronically

Members of Public - 0

REGRETS:

Councillor Melanie Cox & Councillor Jonathon Heatlie.

CALL TO ORDER:

Mayor Lockwood called the meeting to order at 7:01 p.m.

AGENDA:

R1-0414-25

Moved and seconded, that the agenda of Special Meeting of Monday, April 14, 2025 be adopted as presented.

Carried.

FIVE YEAR FINANCIAL PLAN PRESENTATION:

R2-0414-25

Moved and seconded, that Council receive for information the report as presented by Finance Officer Nathan Russ.

Carried.

PUBLIC INPUT:

NIL

BYLAW DEVELOPMENT & REVIEW:

R3-0414-25

Financial Plan (2025-2029) Bylaw #762, 2025
– First, Second & Third Reading

Moved and seconded, that the "*Financial Plan (2025-2029) Bylaw #762, 2025*" be given first, second and third reading.

Carried.

PUBLIC INPUT:

NIL

R4-0414-25

Annual Tax Rate Bylaw #763, 2025 – First, Second & Reading

Moved and seconded, that the "*Annual Tax Rate Bylaw #763, 2025*", be given first, second and third reading.

Carried.

R5-0414-25

Fire Department Remuneration Amendment Bylaw

Moved and seconded, that the "*Fire Department Remuneration Amendment Bylaw #764, 2025*" be given first reading.

Carried.

#764, 2025 – First
Reading

R6-0414-25
Fire Prevention
Amendment Bylaw
#765, 2025 – First
Reading

Moved and seconded, that the "*Fire Prevention Amendment Bylaw #765, 2025*" be given first reading.

Carried.

R7-0414-25
Village of Salmo
Volunteer Fire
Department
Amendment Bylaw
#766, 2025 – First
Reading

Moved and seconded, that the "*Village of Salmo Volunteer Fire Department Amendment Bylaw #766, 2025*" be given first reading.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R8-0414-25

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

(1) RDCK West Transit Services Committee Report

Carried.

PUBLIC QUESTION PERIOD:

ADJOURNMENT:

R9-0414-25

Moved and seconded, that the meeting be adjourned.

Carried at 8:34 p.m.

I hereby certify the preceding to be a true and correct account of the Special Meeting of Council held on Monday, April 14, 2025.

Mayor

Chief Administrative Officer/CO



The Corporation of the Village of Salmo

Request for Decision

Report Date: April 16, 2025

Meeting Date: April 22, 2025 (#08-25)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: Mobile Food & Vendor Policy A-010

1. OBJECTIVE

For Council to approve the Mobile Food & Vendor Policy A-010 as presented.

2. DISCUSSION AND ANALYSIS

At the March 25, 2025 Regular Council Meeting, administration was directed to build a policy & application form for mobile vendors wishing to operate within Village limits. The policy will encompass both special events & potential annual operations. The Village will always retain the right to cancel, move, or change any license under this Policy.

UPDATE

At the April 8, 2025 Regular Council Meeting, administration was directed to make the following changes to the policy:


1. The removal of the menu as part of the selection criteria, only to be requested on the application form.
2. Removal of "Farmer's Market Area" as part of the location marker for KP Park. This was done to eliminate confusion of the location of the vendors.

3. RECOMMENDATION

That Council approve the Mobile Food & Vendor Policy A-010 as presented.

4. ALTERNATIVES

1. That Council approve the Mobile Food & Vendor Policy A-010 as amended.
2. That Council table the Mobile Food & Vendor Policy A-010 for further review.

	DRAFT Mobile Food & Vendor Policy	
	Policy Number: A-010	
	Section: Administration	Resolution No.:
	Amended by:	Effective Date:

PURPOSE:

To establish guidelines and give directions for orderly establishment for vending and sales within Village of Salmo limits.

POLICY:

The use of space within the Knights of Pythias Park ("KP Park") may be permitted for operation of a mobile vending vehicle as per this policy, from April 1st to December 31st of each year. Licenses are issued at the discretion of the Chief Administrative Officer.

- "License" means the agreement between the mobile vendor and the Village of Salmo permitting the vendor to operate a business on Village-owned property.
- "Mobile vendor" or "operator" means the applicant and the person(s) to whom a license is issued.
- "Vending/sales area" means the total area used by the mobile vendor.
- "Vending vehicle" or "vehicle" refers to a vehicle that is designed to be used to sell products, food, or beverage and licensed as per this policy.

Mobile vendors seeking to operate as part of a special event or apply for a business license to operate on private property are advised that sections 2a, 2b, 2e, 2g, 3, 4, 10, 11, 12, 13, 14, 24, 25, 26, 28, 29, 30, and 31 apply. Fees required by the Business License Bylaw may be applicable.

PROCEDURE:

1. Fees will be levied as per the Business License Bylaw. This includes an annual application fee, an annual business license fee, or any location-specific rates.
2. Annual applications are to be made at the Village Office and must include:
 - a) Completed Mobile Food & Vendor Policy Application Form,
 - b) confirmation of annual Fire Department inspection;
 - c) a letter of intent that includes the operating hours and days of the week, and any other relevant details;
 - d) a drawing that indicates the exact location of the requested parking area and the location of the vehicle and its dimensions (applicants should consider indicating a second and third choice of location);
 - e) a photograph of the vending vehicle and plans for the area;
 - f) Interior Health approval (if food or beverages are being served);
 - g) a discharge management plan that includes a description of how and where fats, oils, grease, and grey water will be disposed (if food or beverages are being served);
 - and
 - h) a description of electrical requirements and servicing.
3. Upon approval of the license, but prior to operating, the operator shall provide proof of a valid Village of Salmo business license.
4. It is the responsibility of all operators to obtain and maintain any necessary licensing from the Village, Interior Health, or other applicable licensing/regulatory agencies for the specific activities in which they are proposing to engage.
5. Operators using Village property must be adequately insured to satisfy the Corporate Officer that the Village is indemnified and saved harmlessly against all damage, injuries or claims arising from their use of the public property.
6. The Village retains the right to refuse access to, and/or require a vending vehicle to be removed from, a pre-approved location at any time without notice, due to foreseen or unforeseen circumstances such as a special event, construction, infrastructure repairs, or other circumstances requiring the closure of a portion of the right-of-way or land. If a vendor's

location is unusable, the Village may be able to assist in finding a temporary alternate location, but the Village is not responsible for finding alternate vending locations nor will the Village compensate the applicant during this time.

7. The Village retains the right to conduct periodic inspections of the vending vehicle to ensure compliance with Village bylaws, this policy, and the operator's license.
8. Licenses will be issued for the calendar year, with no reduction in application fees based on application or operating dates.

SELECTION CRITERIA/ CAP GUIDELINES:

9. No more than two mobile vendors will be approved to operate at any given time.
10. If more than two eligible applications are received, staff will contact all eligible applicants to inform them that they may submit additional information, within one week, to assist staff in scoring applications based on the following:
 - a) Eco-initiatives (e.g. waste, vehicle fuel requirements);
 - b) Past compliance with Village policies and bylaws (if applicable); and
11. Staff will issue licenses to the top scoring applicants. Staff may instead opt to hold a lottery.
12. Previous year's licensees will not be grandfathered.
13. In the case of a special event, the Village, at its sole discretion, may approve additional mobile vendors for the duration of the special event.

PERMITTED LOCATIONS:

14. Mobile vendors should locate at the following locations:
 - a) "KP Park"
 - Gazebo area
15. Other locations may be considered. Prior to approving an alternative location, the Village may request the written consent of the owners for at least half of the property within 60 metres of the proposed vending/sales area or other any other property owner(s).
16. The Village may refuse a location for any reason, such as for upcoming public works/infrastructure projects.
17. The Village may, at its sole discretion, approve mid-season location changes, subject to a license amendment fee.

FURTHER SITE REQUIREMENTS:

18. The vending vehicle shall be restricted from operating at the precise location prescribed by the Village and Fire & Rescue Services. In general, a vending vehicle equipped with cooking facilities may not be closer than 3 metres from a building or another mobile vending vehicle.
19. The vending/sales area must not exceed the width of the designated parking space and must permit the free flow of road and pedestrian traffic.

OPERATING REQUIREMENTS & RESTRICTIONS:

20. The vendor must comply with all requirements of Fire & Rescue Services, including the requirements of the BC Fire Code, the Fire Regulation & Prevention Bylaw, and any other requirements of Fire & Rescue Services.
21. Despite the provisions of the Village of Salmo Traffic Bylaw, a trailer for which a license has been issued under this policy may be parked unhitched to a motor vehicle.
22. In no event shall the mobile vendor impede the free movement of automobiles or pedestrians or pose safety risks to the public (e.g. cords across the sidewalk).
23. A sign permit application must be submitted and approved by the Village, in accordance with the Sign Bylaw. No signage shall be left on public property when the vendor is not operating.
24. The vending vehicle must be clean and aesthetically pleasing in appearance.
25. Mobile vendors shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.
26. Mobile vendors plan to provide adequate access to washroom facilities for on-site staff.
27. Mobile vendors shall always attend to the vending vehicle while operating.
28. Mobile vendors must comply with all the Village of Salmo bylaws, including the Traffic Bylaw, always.
29. The license shall be displayed on the vending vehicle.
30. Mobile vendors shall open no earlier than 7:00 a.m. and close no later than 10:00 p.m. Sunday to Thursday and midnight Friday and Saturday, subject to this closing time not causing noise or nuisance hardship for area residents and/or increased enforcement of the area by the RCMP.

THE CORPORATION OF THE VILLAGE OF SALMO

BYLAW #762

A BYLAW TO ADOPT A FIVE-YEAR FINANCIAL PLAN FOR THE YEARS 2025-2029

WHEREAS Section 165 of the *Community Charter*, requires Municipal Councils to annually prepare and adopt, by Bylaw, a five-year financial plan;

AND WHEREAS the Council of the Corporation of the Village of Salmo has reviewed, prepared and solicited public input on the attached five-year financial plan;

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

1. CITATION

- 1.1. This Bylaw may be cited for all purposes as "***Financial Plan (2025-2029) Bylaw #762, 2025***".

2. SCHEDULES

- 2.1. Schedule "A" attached to and forming part of this Bylaw is hereby adopted as the Financial Plan for the Village of Salmo for the five-year period starting January 1, 2025.
- 2.2. Schedule "B" attached to and forming part of this Bylaw is hereby adopted as the Revenue Policy Disclosure Requirement for the five-year period starting January 1, 2025.

3. ENACTMENT

- 3.1. 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.
- 3.2. This Bylaw shall come into full force and effect on the day of adoption.

READ A FIRST TIME

this 14th day of April, 2025

READ A SECOND TIME

this 14th day of April, 2025

READ A THIRD TIME

this 14th day of April, 2025

RECONSIDERED AND FINALLY ADOPTED

this ____ day of ____, 2025

Mayor

CAO/Corporate Officer

I HEREBY CERTIFY THIS TO BE A TRUE COPY OF THE "FINANCIAL PLAN (2025-2029) BYLAW #762, 2025".

CAO/Corporate Officer

**2025-2029 FIVE YEAR FINANCIAL PLAN
SCHEDULE A**

	2025	2026	2027	2028	2029
REVENUES					
Property Taxation	546,031	568,090	582,834	605,228	624,898
Sale of services	121,414	120,027	124,228	128,576	133,076
Other revenue own sources	160,858	167,453	173,314	179,380	185,658
Investment income	36,000	33,000	30,000	30,000	30,000
Grants - unconditional	451,000	451,000	451,000	451,000	451,000
Grants - conditional	8,197,492	250,492	250,492	250,492	250,492
Total General	9,512,795	1,590,063	1,611,869	1,644,677	1,675,125
Water Revenue	222,140	243,056	254,718	266,963	279,821
Sewer Revenue	365,523	388,226	409,436	429,778	446,865
Total Consolidated Revenues	10,100,457	2,221,345	2,276,022	2,341,418	2,401,811
	2025	2026	2027	2028	2029
EXPENSES					
General Government	677,582	576,886	586,572	596,027	604,837
Protective Services	164,850	140,056	142,296	144,573	146,886
Transportation Services	349,006	356,622	362,328	368,125	374,015
Environmental health services	124,850	126,848	128,877	130,939	133,034
Public health and welfare	16,050	16,307	16,568	16,833	17,102
Recreation and cultural services	63,800	64,821	65,858	66,912	67,982
Interest and other debt charges	22,118	22,118	21,015	19,913	19,913
Total General Operations	1,418,256	1,303,657	1,323,514	1,343,322	1,363,771
Water Operations	220,825	167,102	170,444	173,852	177,329
Sewer Operations	317,085	313,227	319,491	325,881	332,399
Total Operations	1,956,166	1,783,985	1,813,449	1,843,056	1,873,499
Amortization	460,000	469,200	478,584	488,156	497,919
Surplus (deficit)	7,684,291	(31,840)	(16,010)	10,207	30,394
Add back:					
Amortization	460,000	469,200	478,584	488,156	497,919
Debt funded by operations	23,832	23,832	15,780	15,780	15,780
Surplus (deficit) per 5 year financial plan	8,120,459	413,528	446,794	482,582	512,532
	2025	2026	2027	2028	2029
Capital Expenditures					
General	7,987,700	-	-	-	-
Water	161,000	-	-	-	-
Sewer	69,000	-	-	-	-
Total Capital Expenditures	8,217,700	-	-	-	-
Transfer to / from Reserves					
Transfer (to) General Reserves	(252,574)	(262,574)	(272,574)	(285,574)	(295,574)
Transfer (to) Utility Reserves	(129,885)	(150,954)	(174,219)	(197,008)	(216,957)
Transfer from General Reserves	303,700	-	-	-	-
Transfer from Utility Reserves	24,000	-	-	-	-
Total Transfer (to) from Reserves	(54,759)	(413,528)	(446,793)	(482,582)	(512,531)
Transfers (to) from operating surplus	152,000				
Financial Plan Balance	0	0	0	0	0

CAPITAL FUNDS**COMPONENTS**

	2025	2026	2027	2028	2029
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Sources of Funds					
Community Works Grant Res	173,500	-	-	-	-
Growing Communities fund Res	80,000				
Mach & Equip Res	23,200				
Parks Res	10,000	-	-	-	-
Water Res	5,000	-	-	-	-
Sewer Res	19,000	-	-	-	-
Government Grants	7,757,000	-	-	-	-
General Operating Surplus	150,000				
Total Sources	8,217,700	-	-	-	-
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Expenditures					
General	7,987,700	-	-	-	-
Water	161,000	-	-	-	-
Sewer	69,000	-	-	-	-
Total Expenditures	8,217,700	-	-	-	-
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SCHEDULE "B" – 2025-2029 Five Year Financial Plan

Revenue Policy:

The revenue policy will provide direction on how Council chooses to fund the expenditures of the Village, distribute property taxes among the property classes and use permissive tax exemptions.

Revenue Sources

Table 1

Revenue Source	% Total Revenue
Property Value taxes	5%
Parcel taxes	0%
User fees and charges	6%
Sales of service	1%
Grants - unconditional	4%
Grants - Conditional	82%
Other sources	2%
Proceeds from borrowing	0%
TOTAL	100%

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2025.

Grants also provide a source of revenue to the municipality. Sales of service and Utility User Fees provide revenue for the municipality on a user-pay basis.

Policy:

Council is committed to examining economic development opportunities and investigating alternative revenue sources in order to reduce historical reliance on property taxes to fund municipal services. The operation of the water utility, the sewer utility and solid waste collection and disposal are self-funded through user fees.

Objectives:

- To maximize a user-pay cost structure wherever possible.
- To maximize the use of grant funding for infrastructure and service upgrades.

Proportion of Taxes Allocated to Classes

Policy:

It is the policy of Council to preserve and maintain the existing equity between assessment classes. The utility class will be taxed at the maximum rate permitted by legislation. The Village will strive to maintain a business to residential multiplier range not exceeding 2 to 1.

Objective:

- To maintain the current tax distribution of property tax value among the property classes.

Permissive Tax Exemptions

Council provides permissive tax exemptions to not-for-profit organizations that form a valuable part of the community. These include religious institutions and the community services society.

Policy:

Council will continue to support local not-for-profit organizations that provide benefits to the community as a whole and are eligible under the *Community Charter* through permissive tax exemptions.

Objective:

To provide permissive tax exemptions to not-for-profit organizations that benefits the overall well-being of the community.

THE CORPORATION OF THE VILLAGE OF SALMO

BYLAW #763

A BYLAW TO LEVY TAXES FOR MUNICIPAL, HOSPITAL AND REGIONAL DISTRICT PURPOSES FOR THE YEAR 2025

WHEREAS Section 197 of the *Community Charter* requires Municipal Councils, on or before May 15 of each year, to adopt a bylaw to impose property value taxes by establishing tax rates, for the municipal revenue proposed to be raised for the year from property taxes as provided in the financial plan and for amounts to be collected for the year by means of rates established by the municipality to meet its obligations to other local governments or public bodies;

NOW THEREFORE the Council of the Village of Salmo, in open meeting assembled, ENACTS AS FOLLOWS:

1. CITATION

- 1.1. This Bylaw may be cited for all purposes as "**Annual Tax Rate Bylaw #763, 2025**".

2. TAX RATES

- 2.1. The following property value tax rates are hereby imposed and levied for the year 2025:

- a) For all lawful **GENERAL** purposes of the municipality on the value of land and improvements taxable for general municipal purposes rates appearing in the table below and forming part of this bylaw.
- b) For **HOSPITAL** purposes on the value of land and improvements taxable for West Kootenay Boundary Regional Hospital District purposes, rates appearing in the table below and forming part of this bylaw.
- c) For the purposes of the **REGIONAL DISTRICT OF CENTRAL KOOTENAY** on the value of land and improvements taxable for regional hospital district purposes, rates appearing in the table below and forming part of this bylaw.

Property Class	General Municipal	West.Koot Boundary Regional Hospital	Regional District Central Kootenay
1. Residential	2.0339	0.1573	1.5777
2. Utility	40.0000	0.5506	5.5220
5. Light industry	5.0262	0.5348	5.3642
6. Business/Other	5.0262	0.3863	3.8654
8. Recreational/non-profit	3.5005	0.1573	1.5777

- 2.2. The Collector shall add ten percent (10%) penalty to all current taxes or rates remaining unpaid after July 2, 2025, and interest to unpaid arrears and delinquent property taxes as outlined in Sections 245 and 246 of the *Community Charter*.

2.3. The minimum amount of taxation upon a parcel of real property shall be one (\$1.00) dollar.

3. ENACTMENT

- 3.1. 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.
- 3.2. This Bylaw shall come into full force and effect on the day of adoption.

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME
RECONSIDERED AND FINALLY ADOPTED

this 14th day of April, 2025
this 14th day of April, 2025
this 14th day of April, 2025
this ____ day of ____, 2025

Mayor

CAO/Corporate Officer

I HEREBY CERTIFY THIS TO BE A TRUE COPY OF THE "ANNUAL TAX RATE BYLAW #763, 2025".

CAO/Corporate Officer



The Corporation of the Village of Salmo

Request for Decision

Report Date: April 15, 2025
Meeting Date: April 22, 2025 (#08-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Bylaw# 764 - FIRE DEPARTMENT REMUNERATION AMENDMENT BYLAW

1. OBJECTIVE

For Council to pass 2nd & 3rd readings of Fire Department Remuneration Amendment Bylaw #764.

2. DISCUSSION AND ANALYSIS

On March 25, 2025, Council directed staff to bring forward all fire department bylaws with appropriate changes regarding fire inspections. Staff has brought forward a couple of additional recommended changes based on discussions with the Fire Chief and the Chief Financial Officer.

The proposed amendments of the Bylaw are to:

1. Update the language regarding fire inspection remuneration,
2. Change in financial reporting, as the existing bylaw did not follow proper accounting procedures,
3. Annual financial adjustment of position stipends.

These adjustments will harmonize Bylaw language & increase financial reporting ability.

UPDATE

On April 14th, Council passed the first reading of the Bylaw with following proposed amendments:

"(6) The Village shall pay to the Fire Inspector a sum of fifty dollars (\$50) for each fire inspection carried out on behalf of the Village.

(7) The Village shall budget a sum of four thousand five hundred dollars (\$4,500) annually to be used for the fire department's social & community outreach activities.

(8) Effective January 1, 2026, the amounts set forth under sections 2.1, 2.2, 2.3, and 2.4 of this Bylaw shall be adjusted annually by two percent (2%)."

3. RECOMMENDATION

That the "Fire Department Remuneration Amendment Bylaw #764, 2025" be given second and third reading.

ALTERNATIVES

1. That Council deny the "Fire Department Remuneration Amendment Bylaw #764, 2025" as presented.

THE CORPORATION OF THE VILLAGE SALMO

BYLAW #764

A BYLAW TO AMEND FIRE DEPARTMENT REMUNERATION BYLAW #557

WHEREAS section 12 of the *Community Charter* authorizes Council to provide, by bylaw, for the provision of remuneration for the Salmo Volunteer Fire Department,

NOW THEREFORE the Council of the Village of Salmo, in open meeting assembled, ENACTS AS FOLLOWS:

1. CITATION

This Bylaw may be cited as the "FIRE DEPARTMENT REMUNERATION AMENDMENT BYLAW #764, 2025".

2. AMENDMENTS

- 2.1. Section 2.6 is hereby deleted and replaced with the following:
"The Village shall pay to the Fire Inspector a sum of fifty dollars (\$50) for each fire inspection carried out on behalf of the Village."
- 2.2. Section 2.7 is hereby deleted and replaced with the following:
"The Village shall budget a sum of four thousand five hundred dollars (\$4,500) annually to be used for the department's social & community outreach activities."
- 2.3. Section 2.8 is hereby deleted and replaced with the following:
"Effective January 1, 2026, the amounts set forth under sections 2.1, 2.2, 2.3, and 2.4 of this Bylaw shall be adjusted annually by two percent (2%)."

3. ENACTMENT

- 3.1. If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- 3.2. This Bylaw shall come into full force and effect on final adoption.

READ A FIRST TIME

this 14th day of April, 2025

READ A SECOND TIME

this ___ day of ___, 2025

READ A THIRD TIME

this ___ day of ___, 2025

RECONSIDERED AND FINALLY ADOPTED

this ___ day of ___, 2025

Mayor

CAO/Corporate Officer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE "FIRE DEPARTMENT
REMUNERATION AMENDMENT BYLAW #764, 2025".

CAO/Corporate Officer

THE CORPORATION OF THE VILLAGE OF SALMO

BYLAW #557

A BYLAW TO PROVIDE FOR THE REMUNERATION OF THE SALMO VOLUNTEER FIRE DEPARTMENT

WHEREAS section 12 of the *Community Charter* authorizes Council to provide, by bylaw, for the provision of remuneration for the Salmo Volunteer Fire Department.

NOW THEREFORE the Council of the Village of Salmo, in open meeting assembled, ENACTS AS FOLLOWS:

SHORT TITLE

- (1) This Bylaw may be cited as the "**FIRE DEPARTMENT REMUNERATION BYLAW**"

REMUNERATION

- (1) The Village shall pay to the Fire Chief annually a sum of six thousand dollars (\$6,500) in compensation for services provided (BL711).
- (2) The Village shall pay to the Deputy Fire Chief annually a sum of fifteen hundred dollars (\$1,500) in compensation for services provided.
- (3) The Village shall pay to the Training Officer annually a sum of fifteen hundred dollars (\$1,500) in compensation for services provided.
- (4) The Village shall pay to each Fire Captain annually a sum of four hundred (\$400) in compensation for services provided.
- (5) The Village shall pay to the Fire Department a sum of eighty dollars (\$80) annually for each member that performs on-call service. This amount may be adjusted to reflect the amount of service provided by a member in a calendar year.
- (6) The Village shall pay to the Fire Department a sum of fifty dollars (\$50) for each fire inspection carried out on behalf of the Village.
- ~~(7)~~ The Village shall ~~pay to the Salmo Firemen's Association budget~~ a sum of four thousand five hundred dollars (\$4,500) annually to be used for the ~~Association's activities~~ fire department's social & community outreach activities.
- ~~(7)~~(8) Effective January 1, 2026, the amounts set forth under sections 2.1, 2.2, 2.3 and 2.4 of this Bylaw shall be adjusted annually by two percent (2%).

ENACTMENT

- (1) If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- (2) This Bylaw shall come into full force and effect on final adoption.

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME
RECONSIDERED AND FINALLY ADOPTED

this 13th day of December, 2005
this 14th day of March, 2006
this 14th day of March, 2006
this 11th day of April, 2006

Mayor

Village Clerk

Certified a true copy of Bylaw #557 as adopted.

Village Clerk



The Corporation of the Village of Salmo

Request for Decision

Report Date: April 16, 2025
Meeting Date: April 22, 2025
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Bylaw #765 - FIRE PREVENTION AMENDMENT BYLAW

1. **OBJECTIVE**

For Council to pass 2nd & 3rd readings of the Village of Salmo Volunteer Fire Department Amendment Bylaw #765.

2. **DISCUSSION AND ANALYSIS**

The Bylaw changes include direction from Council & input from the Fire Chief.

The proposed amendments of the Bylaw #719 are to:

1. Any reference to the previous legislation of the "Fire Services Act" is replaced with "Fire Safety Act".
2. Removal of any reference to gender specific pronouns & replaced with gender-inclusive language in line with the Government of Canada's Legislative Drafting guidelines.
3. The definition of "Inspector" is hereby deleted and replaced with the following:
"Inspector - means a bylaw enforcement officer, peace officer, Chief Administrative Officer, qualified person designated by the Chief Administrative Officer, designated Member of the Salmo Volunteer Fire Department, the Fire Chief, or a person acting under the authority of the Fire Chief."
4. 5.1 is hereby deleted and replaced with:
"The Fire Chief, any Member of the Salmo Volunteer Fire Department or any designated Inspector 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 Safety 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 or any other Village Bylaw are being carried out."

5. 7.0 ENFORCEMENT AND PENALTIES

7.10 is hereby deleted and replaced with:

“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) or designated person acting in their place
- Royal Canadian Mounted Police”

6. SCHEDULE “A”

Schedule “A” is hereby changed to remove “Open burning more than once per week during a public welfare emergency, per day.” and replaced with “Open burning more than once per week during a public welfare emergency or more than six (6) hours per day.”

3. **RECOMMENDATION**

That the “Fire Prevention Amendment Bylaw #765, 2025” be given second and third reading.

ALTERNATIVES

1. That Council deny the “Fire Prevention Amendment Bylaw #765, 2025” as presented.

THE CORPORATION OF THE VILLAGE SALMO
BYLAW #765
A BYLAW TO AMEND FIRE PREVENTION BYLAW #719

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

NOW THEREFORE the Council of the Village of Salmo, in open meeting assembled, ENACTS AS FOLLOWS:

1. CITATION

This Bylaw may be cited as the "**FIRE PREVENTION AMENDMENT BYLAW #765, 2025**".

2. AMENDMENTS

- 2.1. Any reference to the previous legislation of the "Fire Services Act" is replaced with "Fire Safety Act"
- 2.2. The definition of "Inspector" is hereby deleted and replaced with the following:
"Inspector - means a bylaw enforcement officer, peace officer, Chief Administrative Officer, designated Member of the Salmo Volunteer Fire Department, the Fire Chief, a person acting under the authority of the Fire Chief or any other qualified person designated by the Chief Administrative Officer."
- 2.3. Section 5.1 is hereby deleted and replaced with:
"The Fire Chief, any Member of the Salmo Volunteer Fire Department or any designated Inspector 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 Safety 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 or any other Village Bylaw are being carried out."
- 2.4. Section 7.10 is hereby deleted and replaced with:
"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) or designated person acting in their place
 - Royal Canadian Mounted Police"

- 2.5 Schedule "A" is hereby changed to remove "Open burning more than once per week during a public welfare emergency, per day" and replaced with "Open burning more than once per week during a public welfare emergency or more than six (6) hours per day."

3. ENACTMENT

- 3.1. If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- 3.2. This Bylaw shall come into full force and effect on final adoption.

READ A FIRST TIME

this 14th day of April, 2025

READ A SECOND TIME

this ___ day of ___, 2025

READ A THIRD TIME

this ___ day of ___, 2025

RECONSIDERED AND FINALLY ADOPTED

this ___ day of ___, 2025

Mayor

CAO/Corporate Officer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE "FIRE PREVENTION AMENDMENT BYLAW #765, 2025".

CAO/Corporate Officer

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 Safety 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, 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 ~~Safety 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, qualified person designated by the Chief Administrative Officer, or designated Member of the Salmo Volunteer Fire Department, the **Fire Chief**, ~~and or~~ 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 their 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 ~~their~~his/her agent authorized in writing, **Ownership** 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 **Ownership**, 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 ~~their~~^{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, any Member of the Salmo Volunteer Fire Department or any designated Inspector 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 Safety 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 or any other Village Bylaw are being carried out."~~

~~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

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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 ~~their~~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 ~~they~~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 ~~their~~his/her opinion, constitutes a fire hazard or otherwise constitutes a hazard to life and/or property, ~~they~~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:
 - i. make to the Owner, occupier or lessee of the building or property such recommendations as ~~they~~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
 - ii. make such notice as ~~they~~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 (see Schedule A) 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 ~~their~~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) or designated person acting in their place
- 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 #719, 2020."

Read a first time	this 14 th day of April, 2020.
Read a second time on	this 14 th day of April, 2020.
Read a third time on	this 14 th day of April, 2020.
Adopted on	this 14 th day of April, 2020.

Originally Signed By:

Diana Lockwood

Mayor

Anne Williams

Chief Administrative Officer

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

Anne Williams

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



The Corporation of the Village of Salmo

Request for Decision

Report Date: April 15, 2025

Meeting Date: April 22, 2025 (#08-25)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: Bylaw#766 VILLAGE OF SALMO VOLUNTEER FIRE DEPARTMENT AMENDMENT
BYLAW

1. OBJECTIVE

For Council to pass 2nd & 3rd readings of the Village of Salmo Volunteer Fire Department Amendment Bylaw #766.

2. DISCUSSION AND ANALYSIS

On March 25, 2025, Council directed staff to bring forward all fire department bylaws with appropriate changes regarding fire inspections.

The proposed amendments of the Bylaw are to:

1. Update the name of relevant legislation,
2. Increase the ability of the Chief Administrative Officer to appoint more fire inspectors.

These adjustments will harmonize Bylaw language & provide more flexibility for administration.

UPDATE

On April 14th, Council passed the first reading of the Bylaw with following proposed amendments:

"1.1 Any reference to the previous legislation of the "Fire Services Act" is replaced with "Fire Safety Act".

1.2 Removal of any reference to gender specific pronouns & replaced with gender-inclusive language in line with the Government of Canada's Legislative Drafting guidelines.

1.3 Section 13 is hereby deleted & replaced with the following:

"The Chief Administrative Officer annually designates an Inspector(s) to cause inspections to be made in accordance with Schedule "A" to this bylaw. The Inspector may at any reasonable time enter any building other than those used for residential purposes, for the purpose of fire prevention inspections. The Fire Chief is required to provide the Chief Administrative Officer with a list of qualified inspectors within the Salmo Volunteer Fire Department by January 31st each year.

1.4 Section 15 is hereby deleted.

1.5 "Schedule A" is hereby deleted & replaced."

3. RECOMMENDATION

That the "Village of Salmo Volunteer Fire Department Amendment Bylaw #766, 2025" be given 2nd & 3rd readings.

ALTERNATIVES

That Council deny the "Village of Salmo Volunteer Fire Department Amendment Bylaw #766, 2025".

THE CORPORATION OF THE VILLAGE SALMO

BYLAW #766

A BYLAW TO AMEND VILLAGE OF SALMO VOLUNTEER FIRE DEPARTMENT BYLAW #518

WHEREAS section 517 (1) of the *Local Government Act* authorizes Council to establish the Salmo Volunteer Fire Department,

AND WHEREAS fire protection powers are established under section 522 of the *Local Government Act*,

NOW THEREFORE the Council of the Village of Salmo, in open meeting assembled, ENACTS AS FOLLOWS:

1. CITATION

This Bylaw may be cited as the "**VILLAGE OF SALMO VOLUNTEER FIRE DEPARTMENT AMENDMENT BYLAW #766, 2025**".

2. AMENDMENTS

- 2.1. Any reference to the previous legislation of the "Fire Services Act" is replaced with "Fire Safety Act".
- 2.2. Section 13 is hereby deleted and replaced with the following:
"The Fire Chief is hereby required to cause inspections to be made in accordance with Schedule "A" to this bylaw. The Fire Chief or his delegate may at any reasonable time enter any building other than those used for residential purposes, for the purpose of fire prevention inspections. The Chief Administrative Officer may designate additional inspectors, if they have the training as required by the Fire Safety Act."
- 2.3. Section 15 is hereby deleted.
- 2.4. "Schedule A" is hereby deleted & replaced with the attached "Schedule A".

3. ENACTMENT

- 3.1. If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- 3.2. This Bylaw shall come into full force and effect on final adoption.

READ A FIRST TIME

this 14th day of April, 2025

READ A SECOND TIME

this ___ day of ___, 2025

READ A THIRD TIME

this ___ day of ___, 2025

RECONSIDERED AND FINALLY ADOPTED

this ___ day of ___, 2025

Mayor

CAO/Corporate Officer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE "VILLAGE OF SALMO
VOLUNTEER FIRE DEPARTMENT AMENDMENT BYLAW #766, 2025".

CAO/Corporate Officer

“Schedule A”

Occupancy Type	Inspection Frequency
	(Completed Every 2 Years)
Assembly	
Theatre, Community Hall	Year 1
Church, Club	Year 1
Library, Museum	Year 1
Restaurant	Year 1
Arena	Year 1
School	Year 1
Institutional	
Police Station w/ Overnight Quarters	Year 1
Nursing Home	Year 1
Residential	
Boarding House	Year 2
Dormitory, Hotel, Motel	Year 2
<u>Business/ Retail</u>	
Bank, Office, Laundry	Year 2
Hairdressing Shop	Year 2
Store	Year 2
<u>Industrial</u>	
Garage/ Service Station	Year 2
Plant/ Warehouse/ Mill	Year 2
Factory/ Laboratory	Year 2

THE CORPORATION OF THE VILLAGE OF SALMO

BY-LAW No. 518

A By-Law providing for the establishment and regulating of the
Volunteer Fire Department of the Village of Salmo.

The Council of the Corporation of the Village of Salmo, in open meeting assembled, hereby enacts as follows:-

1. A Municipal Fire Department is hereby established under authority of the Local Government Act Section 517 (1) to be known as the Salmo Volunteer Fire Department.
2. Subject to the provisions of the ~~Fire Services Act~~ Fire Safety Act, fire protection powers are hereby established under the authority of the Local Government Act Section 522.
3. The Department shall be equipped with such apparatus and accessories as may be required from time to time to maintain its efficiency.
4. All equipment of the Department shall be safely and conveniently housed in such station or stations as may be designated by the Corporation of the Village of Salmo.
5. The operations officers of the Department shall be a Fire Chief, a Deputy Fire Chief, and such other company officers as the Chief may deem necessary for the effective operation of the Department.
6. The Fire Chief shall be appointed by the Village Council annually in consultation with the Fire Department members. The appointment shall have a six month probationary period if it is the first consecutive appointment for the individual.
7. The Fire Chief shall be held accountable only to the Council of the Village of Salmo. He shall submit a written monthly report to the Council at the end of each month of the calendar year.
8. The Deputy Fire Chief and all other operational officers shall be appointed from the regular, active Fire Department roster, by the Fire Chief, accountable solely to him, and subject to removal from the office at ~~his-~~ their discretion.
9. The Deputy Fire Chief shall assume the position of "Acting Fire Chief" if the Chief position is vacated and until such time as a new Chief has been appointed. An "Acting Fire Chief" shall assume all responsibilities of the Fire Chief.

10. The membership of the Department shall consist of such persons as may be appointed by the Fire Chief; shall be able-bodied citizens, not less than eighteen (18) years of age; able to read and write the English language understandingly; and of good moral character.
11. The Chief shall formulate a set of rules and regulations to govern the Department and shall be responsible to the Council for the personnel, morale, and general efficiency of the Department.
12. The Chief shall call the entire department together at least twice each month for the purpose of conducting suitable drills in the operation and handling of equipment, first aid rescue work, salvage, a study of buildings in the Village, and all other matters generally accepted as having a bearing upon good firemanship.

~~13. The Fire Chief is hereby required to cause inspections to be made in accordance with Schedule "A" to this bylaw. The Fire Chief or his delegate may at any reasonable time enter any building other than those used for residential purposes, for the purpose of fire prevention inspections.~~

13. The Chief Administrative Officer annually designates an Inspector(s) to cause inspections to be made in accordance with Schedule "A" to this bylaw. The Inspector may at any reasonable time enter any building other than those used for residential purposes, for the purpose of fire prevention inspections. The Fire Chief is required to provide the Chief Administrative Officer with a list of qualified inspectors within the Salmo Volunteer Fire Department by January 31st each year.

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14. The annual cost of operating the Department shall be included in the annual estimates of the Municipality and the Administrator shall notify the Fire Chief at least four (4) weeks prior to the date on which the estimates are to be considered. The Fire Chief shall submit to the Administrator, within two (2) weeks thereafter, ~~his~~ their estimates for the expenditures necessary for the operation and maintenance of the Fire Department for the ensuing year.

~~15. Salaries and allowances to the Officers and Firefighters shall be as may be determined from time to time by Council resolution.~~

~~16.~~15. Any citizen served with an order to abate any fire hazard or hazards, shall comply with said order and promptly notify the Chief.

~~17.~~16. No person shall:

- race with, trail, or follow within six hundred (600) feet, any apparatus belonging to the Fire Department when actively responding to a fire alarm.
- start or continue to allow a fire to burn when wind and weather conditions are such that to do so is likely to be hazardous.
- drive, push or pull a vehicle of any kind over a fire hose or fire equipment without permission of the Fire Chief or the member in charge.
- tamper with, remove, destroy, render inoperative or interfere with any fire

protection equipment or part thereof which is provided for the protection of property or persons, whether public or private.

- ring a fire alarm except when there is a fire, or for testing purposes carried out by persons authorized by the Fire Chief.
- use, or allow to be used a standpipe or hydrant, or affix a hose to the standpipe or hydrant without permission from the Fire Chief or from Public Works.
- unless authorized to do so, park or leave a vehicle within 7.6 meters of a standpipe or hydrant, in the prohibited area at the Fire Hall, or in a fire lane.
- sit, stand, place or leave any article, thing or matter in such a manner as to interfere with the means of egress or access within or outside any building or premises.
- start or continue to allow a fire to burn when wind and weather conditions are such that to do so is likely to be hazardous or if smoke becomes a nuisance to the neighborhood.
- burn rubber tires or other material which produces toxic products of combustion, examples of which include but are not restricted to: Garbage, polypropylene film, polystyrene foam, ABS, PVC, electrical wiring, plastic pipe, adhesives, other plastics, and other hydrocarbon-based and polymer-based solid wastes.
- interfere with the prevention or suppression of a fire.
- prevent the entry of a member of the Fire Department into, or upon any premises, for which a fire alarm has been received, or where that member has reasonable grounds to believe that there is a fire.
- carry on, within a building or premises, activities which create a hazard and which were not provided for in the original design of the building or premises, unless provisions are made to alleviate the hazard and permission is obtained from the Fire Chief to carry out such activities in a manner that complies with the British Columbia Fire Code.

18.17. An owner or occupier of any building or premises shall, for any vacant or fire damaged building, at all times keep the building free from debris and flammable material, and shall keep all openings in the building securely fastened and closed so as to prevent the entry of unauthorized persons.

19.18. The Fire Chief, or member in charge, is empowered to:

- Allow a fire at anytime for the purpose of reducing hazardous conditions, or for the purpose of training Firefighters in accordance with ongoing educational requirements.
- Enter premises or property where an incident occurred and to cause any member, apparatus or equipment of the Fire Department to enter, as he deems necessary, in order to combat, control or deal with the incident.
- Enter, pass through or over buildings or property adjacent to an incident and to cause members of the Fire Department and the apparatus and equipment of the Fire Department to enter or pass through or over buildings or property, where he deems it necessary to gain access to the incident or to protect any person or property.
- Cause a building, structure or other thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things.

~~20.~~19. The British Columbia Building Code, as amended from time to time, is hereby adopted and in force within the Municipality.

~~21.~~20. In the event of a conflict between this bylaw and the ~~Fire Services Act~~Fire Safety Act or any regulation thereunder, the provisions of that Act and its regulations shall prevail.

~~22.~~21. All regularly appointed members of the Fire Department are hereby given the necessary special powers for the purpose of enforcing the provisions of this ordinance.

~~23.~~22. This By-law may be known and cited for all purposes as the "Village of Salmo Volunteer Fire Department By-law No. 518, 2003" and shall take effect upon adoption by Salmo Village Council.

~~24.~~23. The "Village of Salmo Volunteer Fire Department By-law No. 507, 2003" is hereby repealed.

READ a first time	this	28 th	day of	October	, 2003.
READ a second time	this	9 th	day of	December	, 2003.
READ a third time	this	9 th	day of	December	, 2003.

RECONSIDERED and FINALLY ADOPTED
this 23rd day of December , 2003.

I hereby certify that this is a true copy
of the Village of Salmo Volunteer Fire
Department Bylaw No. 518, 2003.

Mayor

Chief Administrative Officer

Chief Administrative Officer

SCHEDULE 'A'

Occupancy Type	Inspection Frequency
<u>Assembly</u>	
Theatre, Community Hall	Bi-Annual
Churches, Clubs	Bi-Annual
Library, Museum	Bi-Annual
Restaurant	Bi-Annual
Arena	Bi-Annual
Schools	Bi-Annual
<u>Institutional</u>	
Police Station w/ overnight quarters	Bi-Annual
Nursing Home	Bi-Annual
<u>Residential</u>	
Boarding houses	Bi-Annual
Dormitories, Hotels, Motels	Bi-Annual
<u>Business/Retail</u>	
Banks, Offices, Laundries	Every 5 years
Hairdressing shops	Every 5 years
Stores	Every 5 years
<u>Industrial</u>	
Garages/Service Stations	Every 5 years
Plants/Warehouses/Mills	Every 5 years
Factories/Laboratories	Every 5 years



The Corporation of the Village of Salmo

Report to Council

Report Date: April 14, 2025
Meeting Date: April 22, 2025 (#08-25)
From: Fred Paton, Public Works Foreman
Subject: Public Works Report for April 2025

1. **OBJECTIVE**

To update Council on Public Works operations.


2. **DISCUSSION**

2.1. **Spring Activities**

- (a) Repaired bleachers at KP Park.
- (b) Preparing KP Park Washrooms so they can be opened for the season.
- (c) Completed multiple water shut offs/ons.
- (d) Put out posting for summer student positions.
- (e) Scheduled semi-annual water chlorination.
- (f) Scheduled spring clean-up.
- (g) Staff is actively working on the Asset Management Plan.
- (h) Village side door has been replaced as recommended by MIABC Loss Control Inspection Report.
- (i) Upcoming and Current Projects:
 - 1. Glendale Bridge Handrails Engineering.
 - 2. Stage 2 of the WWTP Harmonics Upgrade has begun.
 - 3. Leveling out, aerating and seeding the outfield at the KP Park Ball Field to be starting soon.

2.2. **Attachments:**

- (a) Chlorination notice.
- (b) Spring clean-up notice.



CHLORINATION NOTICE



10:00 PM THURSDAY MAY 8, 2025 – 4:00 AM FRIDAY MAY 9, 2025

The Village Civic Works crews will be chlorinating the Village Water System as part of the annual Maintenance.

Residents are asked to refrain from use of sprinklers, washing machines or any extra water usage during this period of time.

Anyone that may have an adverse reaction to chlorine should take appropriate precautions ahead of time.

Chlorine smells may resonate in the water for 5-7 days following the disinfection process. Please call the Village Office at (250) 257-9433 if you have any inquiries.



Spring Clean Up

The Village of Salmo Civic Works Crew will be picking up **ORGANIC MATERIAL ONLY** from all residents during the following days:

WEDNESDAY MAY 14th & THURSDAY MAY 15th, 2025

Be Prepared.

- ▶ Please have all organic material out by 8am for pick-up.
- ▶ Tree cuttings should be tied and left in one location.
- ▶ All other organic materials such as grass, leaves, etc. must be bagged in transparent bags.
- ▶ **Rocks, corrugated cardboard, all recyclable and household materials WILL NOT be picked-up.**



Sustainable Salmo
Exploring Our Future. Together.





Fire Chief's Report: April 01, 2025

Regular Council Meeting #08-25

Since the last report on March 1st, 2025 the Salmo Fire Department responded to 7 calls:

- | | | | | | |
|---|--------------|---|----------------------------|---|-------------|
| 3 | Lift Assists | 1 | Report of the smell of gas | 1 | False Alarm |
| 2 | Jaws Calls | | | | |

DESCRIPTION

March was another rather quiet month for calls, with our calls coming in small clusters. Twice we had two calls in two days, and then we had the two Jaws calls in three days.

We responded to two potentially serious motor vehicle incidents, which both incidents could have been much worse. Fortunately the injuries in both incidents were relatively minor. The first incident involved a loaded chip truck and an SUV. The driver of the SUV was able to exit the vehicle without the need for extrication, and was transported to the hospital by the ambulance. The second incident involved two vehicles. After an initial collision, the pickup rolled and ended up on its wheels. Fortunately extrication was also not required at this incident. Both persons from the pickup were transported to the hospital by ambulance.

Misc.

I have been in touch with the technician that works on and services our fire trucks. He is planning on being in Salmo in June to service our two engines and the Fast Attack.

Fire inspections are proceeding and the 40 required will be done before July 31st.

Originally Signed By:

David Hearn, Fire Chief



Bylaw Officer's Report: March 1, 2025, to March 31, 2025

Regular Council Meeting #08-25

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Animal Related	1	<ul style="list-style-type: none">The Bylaw Officer responded to one (1) complaint regarding fifteen (15) chickens and two (2) roosters having free range on a property. The Bylaw Officer spoke to the owner at the door. Following up on compliance.
Dog Related	1	<ul style="list-style-type: none">The Bylaw Officer responded to one (1) dog complaint regarding five (5) unlicensed dogs at a residence. Two (2) of the dogs at large lunged at a resident walking by. The Bylaw Officer tried knocking on the door with no response and left a green card. The resident was informed at the office of the infractions. The resident promised to get rid of one (1) of the dogs, keep the other dog properly restrained and to license all four (4) dogs. Following up on compliance.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic Related	3	<ul style="list-style-type: none">Two (2) pickup trucks were parked in different back alleys. The Bylaw Officer knocked on both doors. He spoke to one owner to move the truck and received compliance. At the other house, the owner did not answer the door, so the Bylaw Officer left a green notice on the windshield.The Bylaw Officer was notified of an unlicensed vehicle parked. He drove by the location and could not find the unlicensed vehicle.
Garbage Related	4	<ul style="list-style-type: none">The Bylaw Officer went to three (3) separate houses where the garbage had been ripped open. There were no responses when the Bylaw Officer knocked at the door. The Bylaw Officer drove by later and the garbage was picked up. The fourth location was unknown where the garbage came from.
Dog Related	2	<ul style="list-style-type: none">There were two (2) unofficial complaints regarding two dogs running at large. Owners and address of residence unknown. The Bylaw Officer could not find the dogs at large while he was doing patrol.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer



The Corporation of the Village of Salmo

CAO Report

Report Date: April 16, 2025

Meeting Date: April 22, 2025 (#08-25)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: CAO Report- Official Community Plan Consultation Policy

BACKGROUND:


The Village is required to complete a new Official Community Plan by the end of 2025. Part of the discussions will include public consultation. In 2016, Village Council passed the above-mentioned policy to formalize engagement during the process.

Staff is beginning to build framework to give Council the ability to pass the OCP by the December 31st deadline. This will include setting timelines for stakeholder meetings, public consultation, Council meetings & internal reporting deadlines.

Administration would like to confirm if the current policy requires changes from Council to begin preparations for the process.

Staff Recommendation:

That Council accepts the CAO report for information.

	OFFICIAL COMMUNITY PLAN (OCP) CONSULTATION POLICY	
	Policy Number: A-007	
	Section: Administration	Resolution No.: 5-9-16
	Amended by:	Effective Date: 2016 06 09

Purpose:

The objective of this policy to ensure the consultation process utilized by the Village of Salmo during the rewrite of the Official Community Plan is comprehensive and in compliance with the *Local Government Act*.

Background:

The *Local Government Act* requires a local government adopting or amending an Official Community Plan to “provide one or more opportunities it considers appropriate for consultation with person, organizations and authorities it considers will be affected”. The Village of Salmo intends to exceed these minimum requirements and engage in a comprehensive public consultation process.

Public Consultation Process:

Consultation on the preparation and development of the Official Community Plan will occur as follows:

Early and Ongoing Consultation with Persons

- The Regional District of Central Kootenay (RDCK) will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.
- The Ktunaxa First Nation will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.
- The School Board, School District No.8 will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.
- The Minister of Agriculture, Minister of Highways, Agricultural Land Commission and Minister of Forests, Lands & Natural Resources will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.
- The general public, community organizations and businesses will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.

Consultation Process

- Consultation in the early stages of the planning process includes initial contact to apprise the person of the nature of the consultation process and the nature of the proposed amendment.
- Consultation throughout the planning process will include:
 - Invitation to participate in a broad survey for public input in key OCP areas; and,
 - Invitation to participate in Thematic Working groups in key OCP areas to review survey results and provide input and commentary; and,
 - Invitation to participate in Public Consultation Workshops in key OCP areas to further review survey results and provide input and commentary; and,
 - Invitation to participate in a public hearing regarding the draft OCP plan.

Procedure for Implementation:

Information gathered during the public consultation process will be referred to the Technical Working Group to prepare a draft Official Community Plan. This draft plan will then be presented to Council and a public hearing will be held. Council will consider the proposed OCP in conjunction with the Village's financial plan and any waste management plan. Adoption of the new OCP will be in accordance with the *Local Government Act*.

Approved at the Regular Council (#09-16) meeting held on June 14, 2016.



The Corporation of the Village of Salmo

CAO Report

Report Date: April 16, 2025
Meeting Date: April 22, 2025 (#08-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: CAO Report- Strategic Plan Update

BACKGROUND:

Council has received updates from past Chief Administrative Officers that provide status updates for the ongoing projects being undertaken by the Village.

The document breaks down categories and subcategories based on various Village responsibilities, including "Community Groups", "Green Initiatives", "Facilities", "Governance", etc.

The breakdown will include a rough percentage indicating the level of completion for the project along with status notes and the last available correspondence. This document will be given to Council periodically to ensure that Council maintains awareness of Village activities.

Administration would welcome suggestions on changes in format or the information imbedded within the report.

Staff Recommendation:

That Council accepts the CAO report for information.

Area	Objective	Project	Completed Tasks	Uncompleted Tasks	Progress	Notes
GOVERNANCE	Improve transparency and accountability to public; build trust	Bylaw & Policy Review	Some fire department review, snow removal	Human Resources, safety, risk management, planning.	5%	OCP completion will increase project speed
	Transparency & Information Protection (FOI, FIPPA, OIPC, et.)	Implement Auditor's Recommendations			5%	Reviewing from other municipalities
		Create Employee Code of Conduct			5%	Reviewing from other municipalities
		Create Job Descriptions			5%	Reviewing from other municipalities
		Create Wage Scales			5%	Reviewing from other municipalities
	Online Communications - Website	Create Mapping Page on Website	Confirmed costs w/ webmaster, confirmed maps w/ RDCK	map selection, page creation	25%	Working w/ RDCK GIS department on next steps
		Official Community Plan		staff reviewing potential changes	5%	Bringing OCP Public Consultation Policy to Council
	New Official Community Plan	Complete Communities	Kick-off meeting	Data weighting, analysis, stakeholder consultation, reporting	10%	Data analysis, data weighting discussions w/ consultant, RDCK re-working project plan
	Security & Limit Liability	Loss Control Prevention Report Recommendations	Village office rear door, seating repair	Painting	90%	Repair costs up to \$12,000 covered by grant
		Railway Avenue Road Allowance Acquisition	Survey, offer letter	Completed contract, Land Title registration	80%	Village has sent offer letter of \$1.00 (as per Council motion) in February 2025, awaiting response
COMMUNITY GROUPS	Review all Bylaws & Policies	Accessibility Plan	Sent public survey, sent draft plan to RDCK for review	awaiting response	85%	
		Zoning Bylaw Review	1st Reading, public hearing	Review of feedback, any needed changes	35%	Process stopped after 2024 public hearing & feedback. Council postponed discussion until new year.
		Procedure Bylaw	Received grant funding, some recommended changes noted	confirmation of Council's request for changes	5%	Bylaw will be brought forward to Council after budget is passed.
		Initiate a process of Asset Management in all facets of Village activity.	Staff has begun internal data collection.			
	Asset Management	(1) IT Service and Infrastructure Audit		Hiring of engineer	5%	Internal assessment underway
		(2) Machinery and Equipment Audit		Hiring of mechanical inspector	0%	
	Disaster Services	(3) Facility and Major Infrastructure Audit		Hiring of building inspector/appraiser	0%	
		Indigenous Engagement- Emergency Management	MOU signed	Consultation	10%	RDCK will inform Village of next steps
	Contractual Relations	Heritage Mine Grant	Construction complete	Cost reporting from COC, final report	90%	
		Establish Community Group Reporting Standards	Review other municipalities	Building documentation	50%	
FINANCIAL RESPONSIBILITY	Review all Contracts	Extend CFO contract w/ Nelson	Document signed by both parties.	N/A	100%	
		RDCK Recycling Depot	Document signed by both parties.	N/A	100%	
		Review of Heritage Hub Properties	Lease review	determination of lease extension	50%	Council & staff currently reviewing long-term options
		Water Meter Pilot Program	Unsuccessful application	N/A	100%	
	Maximize Grant Opportunities	REACH Grant	Received \$50,000	Final Reporting	90%	
		OCP Planning Grant	Received \$25,000	Final Reporting	90%	
		Asset Management Grant	Received \$7,500	Final Reporting	90%	
		FireSmart Grant	Received \$500	Final Reporting	90%	
	Citizen Engagement & Support	Active Transportation Grant	Applied	N/A	N/A	Grant application being reviewed
		Accessibility Survey	Completed & sent to public	N/A	100%	
PUBLIC RELATIONS		Increase access to Council Meetings	Minor technology improvements	N/A	100%	Council Meetings can be attended virtually
		Village Office solar panels	Construction complete	N/A	100%	
		Village Office heat pumps	Construction complete	N/A	100%	
		WWTP Fence	Construction complete	N/A	100%	
	Public Works - Maintenance & Upgrades of Village fleet	Public Works Shop solar panels	Construction complete	N/A	100%	
		Cemetery Wall Project	Standardization of wall, fees	Council review & approval	90%	Council to receive in mid-2025
	KP Park	Bring KP Park Master Plan options to Council	Grant application successful	Workplan, construction	0%	Tabled by Council until after 2025 budget is passed
		REACH Grant Application	Ongoing		5%	Funds received, developing workplan
	Public Works - Maintenance & Upgrades of Village fleet	Maintain and repair all vehicles in municipal fleet; track operating costs and make provision for full life cycle cost coverage.			N/A	Asset Management Plan will determine replacement schedule
		Village Office & Seward Wells Business Case for Position	Project complete	N/A	N/A	
VEHICLES & EQUIPMENT	New Generators		Council approval to look into.	Wage & position duty review	5%	

Area	Objective	Project	Completed Tasks	Uncompleted Tasks	Progress	Notes
FIRE PROTECTION & 911	Human Resources	NG911 GIS Project	Funding, project goals	Updating map data, final reporting	25%	Staff going through GIS map to review data integrity, deadline pushed to August 2027
		Review all Fire Bylaws.	1st Reading	2nd & 3rd Readings	90%	
		Community Wildfire Resiliency Plan	Approval, post-grant approval meeting	CWRP updates	95%	Completed post-grant approval meeting. Work with RDCK on completing & submitting updates.
		Glendale Bridge Road Paving	Bridge deck complete. Staff completing assessments.	Handrails Site selection, construction	85%	Engineer providing work plan for handrails by April 25th
CORE INFRASTRUCTURE		DRIF Floodplain Review	Agreement signed with RDCK	Consultant selection, bylaw creation, final reporting	25%	
		Riprap Purchase	Quotes received for rip rap		50%	
		Dike Project Management	Working with Ministry on permitting process based on scope of the project.	Planning w/ staff a plan for the work.	10%	
		Harmonic Upgrades	Phase 1 complete	Phase 2 construction underway	85%	
GREEN INITIATIVES	Sewage Treatment Plan Upgrades	Source Water Protection Plan Recommendations	Some recommendations complete, quotes for well repairs	Well repairs	75%	Most recommendations completed
		GPS Mapping of Water Distribution System	Staff has reviewed data	Final confirmation needed before sending to RDCK	90%	Part of Asset Management Plan
		Water Reservoir Replacement		Procurement of	5%	Developing RFP for reservoir study
		Review and improve sidewalk maintenance.	Staff completing assessments.	Site selection, construction	5%	
	Water Distribution System	Bail field renovation project	Work assessment	aerating, sanding, leveling	5%	Staff waiting for field to dry
		LGCAP purchases	Electric generators, riprap purchase	riprap not purchased	2022 & 2023 allocated	
		Apply for Water Meter Pilot Program	Applied for grant, unsuccessful application		100%	Village not awarded grant.
		Increase searching capacity for water leaks				Reaching out to contractors for identification options
GREEN INITIATIVES	Water Sustainability Principles	Improve ground water mapping and monitoring.				

Village of Salmo
Accounts Payable April 4 to April 16, 2025

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
018099	2025-04-08	Accura Alarms Security Service Ltd.	Alarm System Maintenance	\$577.50
018098	2025-04-08	Ace Courier Systems	Water Sample Shipping Expense	\$26.84
018100	2025-04-08	Air Liquide Canada Inc.	F.D. Supplies	\$17.37
EFT	2025-04-08	Collabria	AKBLG/F.D./Office/Postage/P.W.	\$2,325.09
018102	2025-04-08	Columbia Basin Broadband Corporation	Office Internet	\$280.00
018101	2025-04-08	Commissionnaires British Columbia	Bylaw Enforcement	\$221.89
EFT	2025-04-08	Fortis BC Inc.	Electricity Expense	\$807.26
EFT	2025-04-08	Fortis BC Inc.	Electricity Expense	\$2,267.78
EFT	2025-04-08	Fortis BC Inc.	Electricity Expense	\$649.49
EFT	2025-04-08	Fortis BC Inc.	Electricity Expense	\$1,354.91
EFT	2025-04-08	Fortis BC Inc.	Electricity Expense	\$1,322.33
EFT	2025-04-08	Fortis BC Inc.	Electricity Expense	\$283.99
EFT	2025-04-09	Fortis BC Inc.	Electricity Expense	\$66.11
EFT	2025-04-09	Fortis BC Inc.	Electricity Expense	\$456.35
EFT	2025-04-09	Fortis BC Inc.	Electricity Expense	\$651.37
EFT	2025-04-09	Fortis BC Inc.	Electricity Expense	\$8,406.77
EFT	2025-04-09	GFL Environmental Inc. 2020	Garbage Services	\$5,649.15
EFT	2025-04-09	GFL Environmental Inc. 2020	P.W./WWTP Garbage Services	\$63.00
Pre-Authorized Debit	2025-04-09	Kootenay Savings Credit Union	Service Fees	\$208.00
EFT	2025-04-09	Passmore Laboratory Ltd.	Water Sample Testing	\$12,394.71
EFT	2025-04-11	Receiver General for Canada	Payroll Remittance	\$173.98
EFT	2025-04-08	Rogers	CAO/P.W. Cellphone Expense	\$77.69
Pre-Authorized Debit	2025-04-14	Royal Bank Central Card Services	Service Fees	\$119.03
018103	2025-04-08	Skyway Hardware (1985) Ltd.	2000 Ford F150, Shop, WWTP Supplies	\$3,651.08
EFT	2025-04-09	Workers' Compensation Board of BC	Quarterly Remittance	\$22,411.67
		Employee Benefits, Reimbursements and Salaries (PP8)	Total:	\$64,463.36

Credit Card Details:

Adobe Subscription	\$43.66
AKBLG Conference/Hotel	\$883.50
F.D. GPS Subscription	\$72.74
Postage	\$1,302.00
PW Supplies	\$23.19
	\$2,325.09

Village of Salmo Regular Council Meeting #08-25
Treasurer's Report as of March 31, 2025

Account Name	31-Mar-25 Balance	28-Feb-25 Balance	31-Mar-24 Balance
Chequing Community Plus (Operating Account)	\$2,178,113.66	\$1,966,380.76	\$2,029,021.02
Masterplan Community Plus - Wellness Centre Equipment	\$0.00	\$0.00	\$0.00
Masterplan Community Plus - Community Works	\$417,165.66	\$417,148.08	\$421,713.85
Masterplan Community Plus - Salmo Parks	\$16,052.71	\$16,028.75	\$2,514.72
Masterplan Community Plus - Growing Community	\$0.00	\$0.00	\$0.00
Maximizer Community Plus - Civic Works Reserves	\$170,080.14	\$169,605.25	\$143,233.63
Maximizer Community Plus - Sewer Civic Works Reserves	\$4,159.51	\$4,153.34	\$51,604.38
Maximizer Community Plus - Cemetery Care	\$26,293.27	\$26,254.25	\$25,837.47
Maximizer Community Plus - Water Civic Works Reserves	\$329,472.15	\$328,983.18	\$288,649.79
Maximizer Community Plus - Lions Park (Previously Curling Rink)	\$19,258.66	\$19,230.08	\$17,461.22
Maximizer Community Plus - Wellness Centre	\$125,829.89	\$125,643.15	\$110,072.02
Maximizer Community Plus - Fire Department Equipment	\$141,370.64	\$141,160.83	\$88,743.08
Maximizer Community Plus - Jaws of Life	\$247,958.75	\$247,590.76	\$200,230.04
Maximizer Community Plus - Ambulance	\$13,009.15	\$12,989.84	\$12,783.63
Membership Shares	\$25.00	\$25.00	\$25.00
Patronage Shares	\$2,238.00	\$2,238.00	\$2,238.00
	\$3,691,027.19	\$3,477,431.27	\$3,394,127.85
Accounts Receivable			
Utilities	\$417,967.82		
Taxes	\$114,432.17		
Other	\$120.00		
	\$532,519.99		
Accounts Payable			
	\$0.00		
Grand Total (Assets minus Liabilities)	\$4,223,547.18		



THE CORPORATION OF THE VILLAGE OF SALMO **REPORT FROM COUNCIL**

COUNCILLOR NEIL

Council Report for Council Meeting held on April 22, 2025

PORTFOLIOS

Library Director's Report – March 2025

Community, Events, & Programs

What a well-attended AGM- We had 18 people come out
We have new singage, and Paul van Wijk will be installing these up around the library in the coming weeks.

Marianne ran 2 March break activity days. Both were well attended with 12-18 kids. Thank you to the volunteers who helped with these programs- Tova, Lorraine.

During the first quarter of the new year, we registered 34 new patrons: 29 adults and 5 juniors.

Taylor proctored 2 exams in March.

CBAL is back to its Mother Goose Programming, with many new families continuing to attend. All the families who come here are also checking out items while they are here.

Circulation in March is up- 2,555 items circulated.

Youth Ambia presentation has been postponed until Wednesday, April 30th.

Interested in storytelling with images? Register and help get the word out for this fantastic opportunity with artist Erin Shuttleworth- Adult workshop is 1-3 Saturday April 26th.

Bookclubs are in full swing! This brings lots of people through the library checking out books.
April is Parkinson's Awareness Month as well as Poetry Month- have a look at the fantastic displays.

Grants and Funding

DOT night was a success. Thank you to all who attended and supported the library. We got all our dots! We will be having the shelving done for the back area of the children's section.

In 2024, the Children's Centre made a donation to the library. We use these funds to purchase sitting pads for the kids at storytimes. They have been very popular, and we just didn't have enough! So, I went ahead and ordered more so all the little ones will have a seat- that means we now have seats for 24 little ones.

The guilty jar is live and active! Feel free to make a donation!

Upcoming Events

April 9-16th Mary Blue to Estates

April 12th BYOC 11am-1pm

April 12th Strategic Planning Meeting

April 16th Poetry with Elizabeth Cunningham

April 18-21 Easter Closure

April 25-26 KLF meeting in Castlegar

April 25th Friends Tea 1030 am

April 25 Library Bookclub 3pm

April 26th 2 Visual storytelling workshops

April 30th Rescheduled the Zambia presentation 630 pm

May 3rd Cakewalk

May 21st Author Philip Seagram

The Library group is planning to come to the May 13th Council meeting and provide a delegation update to council.

Education Portfolio:

Principal Rod Giles will be staying in his role for the 2025/2026 school year.

Salmo Secondary put on a great community event/ fundraiser including 2 alumni games against the Sr Boys and Sr Girls basketball teams. It was great to see such a great turn out from the community.

Respectfully submitted,

Councillor Neil



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on April 22, 2025.

Salmo & Area G Emergency Preparedness Committee: Next meeting September 29, 2025.

Fire Department: We have reviewed three fire department bylaws and staff are working on the process for the replacement of a fire apparatus.

Citizen Engagement: The Salmo RCMP have received numerous reports of phone scammers impersonating a family member requesting a transfer of funds for bail. The phone number used: 250-457-3493 and a second person identifies himself as Sam Smith. DO NOT share personal information or send money. The use of AI generated voices may sound convincing. Please report to the Salmo RCMP of any suspicious phone scams at 250-357-2212. Stay Safe. SALMO RCMP

Salmo & District Arts Council: Next meeting TBD

RDCK:

Board: Next meeting April 17, 2025

All Recreation: Next meeting June 25, 2025

Salmo & Area G Recreation Commission: Next meeting May 12, 2025

Economic Trust of the Southern Interior – BC (ETSI-BC): Next meeting June 19, 2025

Central/Joint Resource Recovery: Next meeting April 16, 2025, was cancelled. Next meeting is May 14, 2025

West Kootenay Hospital Board: Next meeting June 26, 2025.

Nelson, Salmo, E, F, & G Regional Parks: Next meeting March 25, 2025, was cancelled. Next meeting June 10, 2025

West Transit: Salmo and Area G has had the privilege to have transit without paying fully for the service. RDCK staff are working on an apportionment calculation, and we will see an increase going forward. This will happen over a period of time not all in one year. Salmo Council has also requested I talk with Area G Director about changing the time and days to the schedule.

Other meetings of note:

Mayor's and chair Highway 3 Coalition: May 7, 2025

