



# The Corporation of the Village of Salmo

## REGULAR MEETING (#02-21)

A Regular Meeting of the Council of the Village of Salmo to be held **ELECTRONICALLY** on **Tuesday, January 26, 2021 at 7:00 p.m.**

*The public may attend electronically. Please email the CAO at [cao@salmo.ca](mailto:cao@salmo.ca) for details*

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

**RECOMMENDATION:** Pg.1

That the draft agenda of Regular Meeting #02-21 of Tuesday, January 26, 2021 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to include a New Business section and a Public Question period.
4. Delegations
  - (1) Maria Stanborough, John Foster: C+S Planning Group & Cathy Paton: Salmo Valley Early Childhood Advisory Committee - #060 Pg.5
  - (2) Taylor Caron: Salmo Valley Public Library - #07 Pg.21
5. New Business
  - (1) Community Sustainable Living Advisory Committee (CLSAC) - Discussion Pg.31
6. Adoption of the Minutes
  - (1) **RECOMMENDATION:** Pg.43
  - That the draft minutes of the Regular Meeting #01-21 of Tuesday, January 12, 2021 be adopted as presented.
7. Referrals from Delegations - NIL
8. Referrals from Prior Meetings - NIL
9. Bylaw Review & Development - NIL
10. Operational Reports
  - (1) Civic Works Department P . 1 Pg.49

**RECOMMENDATION:**

That Council receive for information the written report provided by Civic Works Foreman Fred Paton for the period of November 20, 2020 to January 21, 2021.

- (2) **Fire Department** Pg.51

**RECOMMENDATION:**

That Council receive for information the written report dated January 1, 2020 provided by Fire Chief David Hearn for the period of November and December 2020.

- (3) **Bylaw Enforcement** Pg.53

**RECOMMENDATION:**

That Council receive for information the written report on bylaw enforcement for the period of November and December 2020.

- (4) **Administration** Pg.55

**RECOMMENDATION:**

That Council receive for information the written report as presented by CAO Williams.

- (5) **Strategic Plan - NIL**

**11. Financial Reports**

- (1) **RECOMMENDATION:** Pg.57

That Council receive for information the list of accounts payable cheques and electronic fund transfers from January 8, 2021 to January 21, 2021 totaling \$106,812.91.

- (2) **RECOMMENDATION:** Pg.59

That Council receive for information the Treasurer's Report for December 2020.

**12. Correspondence Requiring a Council Decision**

- (1) **Statistic Canada Re: 2021 Census of Population - #04** Pg.61

**RECOMMENDATION:**

That Council of the Corporation of the Village of Salmo support the 2021 Census, and encourage all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca). Accurate and complete census data support programs and services that benefit our community.

- (2) **Lisa Berk & Residents Re: WWTP Plan for Moving Forward to Improve the Smell Issue - #06** Pg.63

**RECOMMENDATION:**

That Council direct staff to respond to the petitioners.

**13. Correspondence for Information Only**

**RECOMMENDATION:**

That Council receive for information the following correspondence from:

- (1) The City of North Vancouver Re: Implementing a Province-wide Ban on Anticoagulant Rodenticides - #05

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14. Member Reports & Inquiries

- (1) Councillor Endersby
- (2) Councillor Heatlie
- (3) Councillor Huser
- (4) Councillor Segall
- (5) Mayor Lockwood

**RECOMMENDATION:**

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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 February 9, 2021 at 7:00 pm.*





SCHEDULE "E"  
The Corporation of the Village of Salmo  
DELEGATION APPLICATION FORM

Delegate(s) Name: Maria Stanborough & John Foster (C+S Planning Group)

Mailing Address: 102-1484 Charles Street, Vancouver, BC V5L 2S8

Email Address: maria@csplan.ca Phone No.: 604.727.742

Delegation Status: (select one)

- [  ] Representing a Group/Organization/Business Salmo Valley Early Childhood Advisory Committee  
(Name of Group/Organization/Business)
- [  ] Attending as an Individual

Council Date Requested for Meeting: January 26, 2021

Purpose of the Delegation Request:

To present a project summary and the findings from the Salmo Valley Child Care Inventory and Action Plan. The project was funded by the Province of BC through UBCM, and project managed by the Salmo Valley Early Childhood Advisory Committee. The project examined child care need in Salmo, Ymir and the greater Regional District Area G. Any handout material will be sent to Brandy Jessup by January 21, 2021 in advance.

Note:

- A copy of all information regarding the presentation **must** accompany this application.
- Delegation requests are subject to approval by the Mayor and Corporate Officer. Submission of an application is not a guarantee that you will be approved to appear before Council. Where the subject matter of a delegation pertains to legal matters, personnel, and/or private property issues, the Village of Salmo reserves the right not to approve the delegation.
- The Village of Salmo cannot guarantee you will be scheduled on the date requested

I/We acknowledge that only the above matter will be discussed during the presentation:

Signature: 

Date: December 18, 2021

This information is collected by the Village of Salmo in accordance with Section 124 of the *Community Charter* and is protected under the *Freedom of Information and Protection of Privacy Act*. The information will be used to facilitate processing this request to appear as a delegation before Council. Should you have any questions about the collection of this personal information, please contact the Village of Salmo, Corporate Officer at 250.357.9433.

The applicant, in the process of submitting or authorizing this application, hereby recognizes and accepts that this material will become available to the public as part of the application, review and approval process.

\_\_\_\_\_  
Applicant's Initials

Return completed form along with the information regarding the presentation to the Corporate Officer either by mail, in person, by fax, or by email



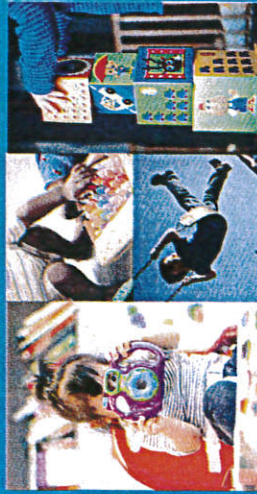
# Salmo Valley Child Care Inventory and Action Plan:

## Project Overview and Recommendations

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# Salmo Valley Child Care Inventory and Action Plan



## Introduction

- Starting in 2019, Provincial government began funding Child Care Inventory and Action Plans across B.C.
- Salmo Valley Early Childhood Advisory Committee (SVECAC) was successful in receiving funding for a plan for Salmo and Area G, including Ymir
- A Child Care Action Plan provides the research-based evidence for how many and what kind of spaces are needed.
- Once a Child Care Action Plan has been completed for an area then organizations, local government & other partners can apply for Provincial funding to create new child care spaces.



## Salmo Valley Child Care Inventory and Action Plan



- Maria Stanborough (C+S Planning Group) in partnership with John Foster (John Foster Planning) were hired for this project
- Project started August 2020 after initial meeting with SVECAC
- Created a **demographic profile** included in report as Appendix C
- **Background Research** (August/September):
  - Official Community Plans/Land Use Plans , Zoning Bylaws
  - Child Care Snapshots for Nakusp, Nelson & Kaslo
  - Central Kootenay Housing Needs Assessment
  - Village of Salmo Age Friendly Action Plan
  - Other Child Care Action Plans (e.g. Richmond, District of North Van)
- **General Findings from research – opportunities to improve support for child care, i.e. general policies in OCP, zoning designations**

# Salmo Valley Child Care Inventory and Action Plan

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## Stakeholder Consultation

- 18 people interviewed from 14 different organizations (Appendix B of final report)
- General findings:
  - Significant support for Salmo Children's Centre as a model for licensed, quality child care
  - General sense that child care is needed but looking for report to provide data
  - Population growth from young families moving to the area (affordability a key issue)
  - Identified Ymir as a location also needing a centre

## Salmo Valley Child Care Inventory and Action Plan

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### Community Survey & Parent Interviews (5)

- 90 completed surveys (Survey Summary is Appendix A of final report).
- 72% of survey respondents could not find child care when they needed it (64 out of 90)
- The top priorities for child care features from the survey respondents were:
  - Licensed group child care
  - Affordable child care options
  - Child care subsidies for all forms of child care
  - Increased capacity to meet the requirements of children with extra support needs
  - More flexible hours

*"Salmo Children's Centre is wonderful but [t]he waitlist is so long that one couple had to quit one of their jobs to provide child care while the other went back to work after parental leave. It would be great to see them get a spot so they didn't have to worry so much about their finances." – parent*

# Salmo Valley Child Care Inventory and Action Plan

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## Data Analysis

- Only one licensed child care facility in the Salmo Valley. Other child cares may exist but we were unable to find more information
- Parents manage with more informal child care (i.e. sharing child care between parents/friends/family) or not returning to work

Age & Type of Child Care	Number of Licensed Child Care Spaces	Total number of Children	% of children with access to licensed child care
birth up to 3 years, full-time day care	12	65	18%
3-5 years, full time day care	16	80	20%
Before- and After-School Care	20	260	8%
All licensed care (excluding preschool)	48	405	12%

# Salmo Valley Child Care Inventory and Action Plan



Community	Percentage of Licensed Child Care Spaces for Children 12 and younger
Salmo Valley	12%
Kaslo	5%
Nakusp	8%
Sunshine Coast	17%
Comox Valley	17%
Squamish	21%
Nelson	24%
BC Average	18%
Canadian Average	27%

# Salmo Valley Child Care Inventory and Action Plan

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## Population Projections and Child Care Spaces

Based on historical and projected population growth, by 2030 in the Salmo Valley we project:

- Birth to 3 years: 74
- 3-5 years: 92
- 6-12 years: 297

Based on these projections we are recommending the following 10-year targets:

- An additional 40 full-time licensed day care spaces for children from birth up to 3 (70% of children have access)
- An additional 48 full time licensed day care spaces for children 3-5 (70% of children have access)
- An additional 130 spaces for licensed before and after school care for children 6-12 (50% of children have access)

# Salmo Valley Child Care Inventory and Action Plan



## Recommendations: #1 – Endorse the Targets for Child Care Spaces

Key Parties Involved	Primary Roles
Regional District of Central Kootenay	<ul style="list-style-type: none"> <li>• Endorse targets</li> <li>• Incorporate targets into relevant plans and policies (e.g. official community plans, strategic plans)</li> </ul>
Village of Salmo	<ul style="list-style-type: none"> <li>• Endorse targets</li> <li>• Incorporate targets into relevant plans and policies</li> </ul>
Kootenay Lake School District (SD 8)	<ul style="list-style-type: none"> <li>• Endorse targets</li> <li>• Incorporate targets into relevant plans and policies</li> </ul>
Salmo Valley Early Childhood Advisory Committee	<ul style="list-style-type: none"> <li>• Endorse targets</li> <li>• Monitor progress in addressing targets</li> <li>• Collaborate on initiatives to increase child care supply in the Salmo Valley</li> <li>• Advocate for necessary changes to help advance the targets</li> </ul>

# Salmo Valley Child Care Inventory and Action Plan

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## Recommendatons:

### #2 – Solidify the Role of SVECAC

Key Parties Involved	Primary Roles
Regional District of Central Kootenay	<ul style="list-style-type: none"> <li>• Acknowledge role and contributions of SVECAC</li> <li>• Consider appointment of Regional District representative to serve on the SVECAC</li> <li>• Consider providing funding support to the SVECAC</li> </ul>
Village of Salmo	<ul style="list-style-type: none"> <li>• Acknowledge role and contributions of SVECAC</li> <li>• Consider appointment of a Village representative to serve on the SVECAC</li> <li>• Consider providing funding support to SVECAC</li> </ul>
Kootenay Lake School District	<ul style="list-style-type: none"> <li>• Acknowledge role and contributions of SVECAC</li> <li>• Continue the appointment of a School District representative to serve on the SVECAC</li> <li>• Consider providing funding support to SVECAC</li> </ul>
Salmo Valley Early Childhood Advisory Committee	<ul style="list-style-type: none"> <li>• Increase collaboration and working relationships with the Regional District, Village of Salmo, and Kootenay Lake School District</li> <li>• Expand membership of the Advisory Committee</li> <li>• Explore increased funding opportunities, e.g. Regional District of Central Kootenay, Columbia Basin Trust</li> </ul>



# Salmo Valley Child Care Inventory and Action Plan

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## Recommendatons: #3 – Implement a Universal Child Care System

Key Parties Involved	Primary Roles
Federal Government	<ul style="list-style-type: none"> <li>• Ensure funding, policy and actions are in place to achieve this recommendation</li> </ul>
Province of British Columbia	<ul style="list-style-type: none"> <li>• Ensure funding, policy and actions are in place to achieve this recommendation</li> </ul>
Regional District of Central Kootenay	<ul style="list-style-type: none"> <li>• Advocate</li> </ul>
Village of Salmo	<ul style="list-style-type: none"> <li>• Advocate</li> </ul>
Kootenay Lake School District	<ul style="list-style-type: none"> <li>• Advocate</li> </ul>
Salmo Valley Early Childhood Advisory Committee	<ul style="list-style-type: none"> <li>• Advocate</li> </ul>

# Salmo Valley Child Care Inventory and Action Plan



## Recommendatons:

### #4 – Continue to Develop Initiatives to Attract and Maintain Early Childhood Education Workers

Key Parties Involved	Primary Roles
Provincial Government	<ul style="list-style-type: none"> <li>• Ensure funding, policy and actions are in place to achieve this recommendation</li> </ul>
Regional District of Central Kootenay	<ul style="list-style-type: none"> <li>• Advocate to Province</li> <li>• Explore opportunities for enhancing ECE training opportunities with Selkirk College and other partners</li> </ul>
Village of Salmo	<ul style="list-style-type: none"> <li>• Advocate to Province</li> <li>• Explore opportunities for enhancing ECE training opportunities with Selkirk College and other partners</li> </ul>
Kootenay Lake School District	<ul style="list-style-type: none"> <li>• Advocate to Province</li> <li>• Explore opportunities for enhancing ECE training opportunities with Selkirk College and other partners</li> <li>• Explore ECE career development opportunities</li> </ul>
Salmo Valley Early Childhood Advisory Committee	<ul style="list-style-type: none"> <li>• Advocate to Province</li> <li>• Explore opportunities for enhancing ECE training opportunities with Selkirk College and other partners</li> <li>• Explore opportunities with School District</li> </ul>
Selkirk College	<ul style="list-style-type: none"> <li>• Advocate to Province</li> <li>• Collaborate with relevant stakeholders in seeking solutions to ECE training challenges in the Salmo Valley</li> </ul>

Thank you!!

Any questions for the consultants John or Maria (consultants) or Cathy (SVECAC)?

Salmo Valley Child  
Care Inventory and  
Action Plan

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DATE Jan. 21/21  
NO 07 TO M.E.C. - Jan. 26  
FILE NO 1960-01

SCHEDULE "E"  
The Corporation of the Village of Salmo  
DELEGATION APPLICATION FORM

Delegate(s) Name: Taylor Caron SVPL Library Director

Mailing Address: PO BOx 458, SalmoBC, V0G 1Z0

Email Address: tcaron@salmo.bc.libraries.coop Phone No.: (250) 357-2312

Delegation Status: (select one)

Representing a Group/Organization/Business Salmo Valley Public Library  
(Name of Group/Organization/Business)

Attending as an Individual

Council Date Requested for Meeting: Jan 26th, 2021

Purpose of the Delegation Request:

To share the successes and challenges the Library managed in 2020.  
To present our 2021 budget, new Strategic plan, and goals for the New Year

Note:

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I/We acknowledge that only the above matter will be discussed during the presentation:

Signature:

Date: JAN 8, 2021

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\_\_\_\_\_  
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**SALMO VALLEY PUBLIC LIBRARY - Proposed 2021 Budget**

<b>REVENUE</b>	<b>Proposed 2021</b>
<b>Including Operating Grants</b>	<b>Budget</b>
RDCK/ Village Grant	95,000
Library Services Branch	8,845
BC Program Grants	8,217
ILL Resource Sharing Grant	3,120
Employment Grants	7,480
Grants, Other	5,500
Transfer to/from Reserves	2,800
<b>Total Grants</b>	<b>130,962</b>
<b>Fundraising</b>	
Donations	5,000
Fundraising (T-shirts, etc.)	200
Magazine Drive	2,300
<b>Total Fundraising</b>	<b>7,500</b>
<b>General Revenue</b>	
Book Sales	400
Fines	600
Interest Income	300
Photocopy/Printing	700
<b>Total General Revenue</b>	<b>2,000</b>
<b>TOTAL REVENUE</b>	<b>140,462</b>

**EXPENSES**

<i>Collection Expense</i>	
Books - Adult	7,000
Books - Junior	5,900
Audiovisual	1,200
Magazines	2,000
Newspapers	300
Online Databases	2,000
Cataloguing Supplies	750
<b>Total Collection Expense</b>	<b>19,150</b>
<i>Payroll Expenses</i>	
Wages & Salaries	72,467
School Works Student	8,484
Summer Student(s)	5,000
CPP Expense	3,300
EI Expense	1,750
WCB Expense	120
Employee Health Benefits	-
<b>Total Payroll Expense</b>	<b>91,121</b>
<i>Programming</i>	
Author Visits	300
Adult Programs incl Literacy	400
Summer Reading Club	300
Children's Programs	500
<b>Total Programming Expense</b>	<b>1,500</b>
<i>Administrative Expenses</i>	
Advertising (funding campaign?)	300
Bank Charges	100
Board Expense incl Training	100
Bookkeeper	2,300
Computer Hardware	-
Computer Software	1,500
Education & Training – Staff & Board	500
Fundraising Expense (T-shirts, etc.)	50
Furniture and Equipment	-
Memberships	800
Office Supplies	1,200
Photocopier (all inclusive)	2,720

**SALMO VALLEY PUBLIC LIBRARY - Proposed 2021 Budget**

Postage	2,200
Volunteer Expense	60
<b>Total Administrative Expense</b>	<b>11,830</b>
<i>Occupancy</i>	
Insurance	1,900
Internet	2,000
Janitorial	5,500
Maintenance	600
Rent	9,600
Security	150
Telephone	1,200
<b>Total Occupancy Expense</b>	<b>20,950</b>
<b>TOTAL EXPENSE</b>	<b>144,551</b>
<b>OPERATING (DEFICIT) SURPLUS</b>	<b>4,089</b>





# 2020 | YEAR IN REVIEW

## Community Collaborating

- Columbia Basin Alliance For Literacy (Salmo)
- Salmo Community Resource Society
- Salmo Seniors Group
- Salmo Valley Youth Network
- Salmo Valley Early Child Advisory Council
- Salmo Schools
- Salmo Children's Centre

**\$8,000**

**Made in Fundraising and Donations**

**14 Grants**

**Receiving \$16,700**

## SERVICES ADDED IN RESPONSE TO COVID

- Curbside Pickup
- Virtual Programming
- Take Away Craft Kits
- Ask a Librarian Live Chat
- Book Bundles
- Increased online local & provincial networking
- And More



**20,344**

Library Items Circulated

Down 25% from 2019

**4,649**

Digital Items Checked out

» Up 40% from 2019



**47**  
Children in-Summer Reading Club Program

**26**  
Virtual Programs Offered

**484**  
Virtual Program Views or Attendance

**4423**

Website visits

Staff partook in 45 Free Online Training Opportunities



**03**

Part time Library Staff That Contributed Expertise





## Salmo Valley Public Library

106-4<sup>th</sup> Street  
Box 458,  
Salmo, B.C.  
VoG 1Z0

Phone/Fax: 250-357-2312  
salmopubliclibrary@telus.net

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### 2020/2021 Challenges

- Building insurance costs have increased
- minimum wage increases
- COVID 19 related expenses – increased cleaning supplies, signage, plexiglass barriers etc. (2% of budget)
- general inflationary increases for supplies, books, postage etc.
- bookkeeping costs have increased
- no increase from province for 10+ years
- funding events have not been possible due to the pandemic greatly decreasing our ability to fundraise
- Phone and internet costs continue to increase
- No volunteers at library
- Less open hours
- Challenges collaborating in person

### 2020/2021 Goals and Successes

- Increase networking with BC libraires
- Increased support from BC Library Coop and Library Branch
- Opportunities for staff training and development
- Tech funding support form BC Libraries Branch
- IT Support from BC Libraires Coop
- Time to review and enhance library collection
- Online access to library has brought new people to using the library
- Adapted programming successful to changes
- Found new ways to connect with community
- Increase staff technology knowledge
- Ability to collaborate online
- Increase online presence

# The Salmo Valley Public Library 2020-2025 Strategic Plan

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## Introduction

The Board of Directors and Staff of the Salmo Valley Public Library developed this five-year strategic plan during the late winter of 2020. Helen Lutz facilitated the process, and engaged Library staff, Library board members, Friends of the Library, and other community stakeholders through meetings, phone interviews and a focus group. The library's vision mission and values still resonate strongly amongst all stakeholders. The library's priority issues have shifted slightly in view of the current operating climate. This strategic plan provides the library Directors and Staff with a clear road map to help them meet their goals and objectives for the next five years. This strategic plan will be reviewed regularly and updated as needed.



## Our Vision

The Salmo Valley Public Library is a vibrant, dynamic and engaging community-gathering place providing Salmo Valley residents with information, education, technology, and support for lifelong learning.

## Our Mission

- To provide a broad range of reading and related resources, technology, support, and programs for information, pleasure, and lifelong learning;
- To maintain a welcoming and inclusive community gathering place that is accessible and convenient for all who enter;
- To collaborate with local, regional and provincial organizations to enhance the delivery of library services and the well-being of Salmo Valley residents.

## Our Values

- Integrity and respect
- Inclusion
- Outstanding service
- Community involvement
- Literacy and lifelong learning
- Innovation
- Intellectual freedom
- Responsible stewardship of resources

## GOAL AREA 1: Increase operational funding

**DESIRED OUTCOME:** Library funding is adequate to meet evolving programming needs, and staff are suitably compensated with wages and hours that are consistent with those of other Kootenay region libraries standards.

### Objectives:

- Investigate the per capita funding given to the SVPL compared to other libraries in the area.
- Work alongside the Village to determine how taxes are disbursed in the Village and Area G
- Expand the fall letter writing campaign to better utilize "Giving Tuesday" in November
- Identify opportunities to strengthen corporate sponsorship, but particularly annual funding
- Staff to track all of their hours to provide board with information on the true costs of running the library
- Develop and hire a permanent part-time student position to help free up library staff for other duties
- Investigate the merit of establishing a fund through the Salmo Valley Community fund
- Support the Friends of the Library in grant writing for the library
- Seek business efficiencies where possible (i.e. phone provider)

## GOAL AREA 2: Increase community awareness

**DESIRED OUTCOME:** The diverse and engaged SVPL membership values and utilizes the space, programs and services provided.

### Objectives:

- Conduct a community survey to help inform outreach strategies
- Library Board to initiate a community outreach sub-committee
- Focus outreach attention on the high school
- Recognizing the Village's commitment to sustainability, position the library as a valued partner for the Village.
- Invite Village Council into the library for meetings and public presentations / discussions
- Improve community connections and coordination of services by involving library board members and staff in regular meetings with other organizations
- Create some communications collateral such as bookmarks, brochures that can be used throughout the community, ie. Friends "Booksale".

SVPL Strategic Plan for 2020 – 2025

Rev. 2 March 2020

- Host community service provider meetings
- Determine several library “champions” from within the user group. Invite them to help you develop the library “story” (the impact and benefits of the library to the community)
- Utilize the AGM event as a friend raising event with an invited speaker, etc.
- Continue to engage community partners in Trivia Night 3 x / year and strengthen the fundraising activities associated with this
- Continue to support the Friends of the Library and all volunteers through meaningful experiences, volunteer recognition activities

### GOAL AREA 3: Adapt and evolve library programming to meet community needs

**DESIRED OUTCOME:** Library programming continues to be responsive and adaptable to community needs.

#### Objectives:

- Review feedback from the community survey to plan programming
- Conduct another community survey
- Strengthen evaluation, particularly needs assessments and outcomes measurement
  - Simplify the feedback process for library users (i.e. sticky notes on a board)
- Examine the library’s role as a “Community Hub.” Efforts could be taken to promote the resources and programming of other agencies in Salmo and area (i.e. SCRS), but not reproduce the programs they are delivering. A “Community Hub” can serve as the place where residents will come for information on a range of topics, as well as meet to discuss issues of importance. Examples could include housing options for people living with precarious housing, supports for people living with addictions (information can be provided by agencies such as SCRS), inter-generational programming opportunities that bring elders together and teens, speaker series including topics such as “How to be a Critical Thinker,” a forum for Village Counsellors to meet with residents, and providing neutral meeting space to help bridge divides between groups in the community.





REGIONAL DISTRICT OF CENTRAL KOOTENAY

# Memorandum CSLAC Staff Update

**Date:** 2020/12/08  
**To:** Community Sustainable Living Advisory Committee  
**From:** Paris Marshall Smith, Sustainability Planner  
**Subject:** UPDATE ON SUSTAINABILITY SERVICE PROJECTS & AREAS OF ACTIVITY  
**File:** 01-0515-20-CSLAC

The purpose of this memo is to provide an update to the Community Sustainability Living Advisory Committee (CSLAC) of the current activity of the Sustainability Planner within S105. Updates on S100 initiatives such as the Regional Energy Efficiency Program (REEP) and 100% Renewable Energy by 2050 will go directly to the Board.

The Community for Sustainable Living Committee Service 105 was re-established in 2017. In September, 2018, the Sustainability Coordinator position moved to full time with 0.5 of the FTE funded by FortisBC as Senior Energy Specialist (SES) for a term ending in October 2020. In February 2020, the two 0.5 positions were made 1.0 FTE each. A new SES is being hired in June, 2020. The Sustainability Coordinator became a full time Sustainability Planner position.

- Year 1 (2017) focus – responding to projects underway and initiating new activity to support Board priorities on Coordinated Delivery; Water – protection & advocacy; Housing; and Food & Agriculture. Energy & Climate Change are also Board priorities as per the climate action charter;
- Year 2 (2018) focus – integrating initiatives internally and externally through coordinated communication, marketing, policy development and by-law review.
- Year 3 (2019) focus – Watershed Governance Initiative, Senior Energy Specialist, Regional Energy Efficiency Program (REEP),
- Year 4 (2020) focus – Watershed Governance Initiative, Timber Deadstock Bioenergy, Regional Energy Efficiency Program (REEP) and Climate Action Initiative

GMDS – General Manager of Development & Community Sustainability Services, CSM – Manager of Community Sustainability Services & SP – Sustainability Planner

SUMMARY OF SUSTAINABILITY PLANNER WORK TIME DISTRIBUTION

AREA OF WORK	CURRENT %	COMMITMENT
<b>Community Sustainability Service (105) Initiatives</b>		
Watershed Governance Initiative	30%	Data collation and Mapping proposal presented to CSLAC
Biofuel project	5%	Final report received and presented to Board December 10, not anticipating significant workload in 2021
RDI – Climate Adaptation project	10%	Working on creating preliminary natural asset inventory for Arrow Creek Watershed
Admin	10%	The admin rhythm revolves around the bi-monthly CSLAC meeting
<b>General admin (S100) Initiatives</b>		
100% renewable energy plan	12%	Will receive the final report on December 1, will present a plan on how it integrate with existing commitments in the workplan
Climate Action Imperative	25%	Continue to work on updating the RDCK policy framework to include climate action lens
3	3%	Responsibilities include oversight until end of 2020, transitioning management to Senior Energy Specialist
Admin	5%	Reporting as needed to the Board
<b>TOTAL</b>	<b>100%</b>	



Service 105	Project	Board Resolution	Responsible	Update of activity	Staff time & funding	Current allocation of resources by SP	Next Steps	
Food & Agriculture	CENTRAL KOOTENAY FOOD POLICY COUNCIL	1. 7/18/17 That the Board direct staff to include a \$10,000 per year funding for the Central Kootenay Food Policy Council within the 2018-2022 draft financial plan for Service S105.	Executive Director Abra Brynne with support from SP/GMDS	Council met on October, ED Brynne has provided an interim report on the Food Security Project	\$10,000 from S105 + staff time	Minimal – 1-2 hours per month to attend meetings and follow email conversations. SP has joined Policy Working group and is supporting the development of a Policy project plan. Nelson Wight, Planning Manager, is acting as liaison for the Evidence Based Planning project with RDCK staff.	Continue to support work of the CKFPC and distribute to RD network.	
		2. 7/11/18 That the Board grant the balance of \$22,083.62.00 to the Central Kootenay Food Policy Council (CKFPC) contingent on all grant reporting and society action reporting deliverables be presented and approved by the Board; AND FURTHER, that staff obtain documentation form CKFPC that indicates they are in compliance with the British Columbia Societies Act.						
		3. 7/57/18 That the Board appoint the following Directors to the Central Kootenay Food Policy Council for a term to end December 31, 2020 Director Faust and the second appointment BE REFERRED to December 13, 2018 Board meeting.						
		4. 03/19 That the Board appoint the following Director to the Central Kootenay Food Policy Council for a term to end December 31, 2020 as per resolution 7/57/18: Director Peterson Director Main (Alternate)						
		5. 48/19 That the Board agrees that the Central Kootenay Food Policy Council has satisfied the Board's requirements and has demonstrated that it is in compliance with funders and the BC Societies Act; AS SUCH, the RDCK Board grants the balance of the \$29,347.87 to the Central Kootenay Food Policy Council from Community Sustainability Service S105.						

*Continues on next page*

6. 284/20 That the Board approve the \$25,000 in the 2020 Financial Plan from Community Sustainable Living Service S105 be held for a Food Security Coordinator position within the Emergency Operations Centre as leveraging funds.
7. 285/20 That the Board direct staff to report on options to establish a Food Security Coordinator position to be fully funded through Community Sustainable Living Service S105 with a budget up to \$25,000.
8. 377/20 That the Board send a letter of support for the Columbia Basin Food Security Plan; AND FURTHER, that the Board allocate funds to the first phase of the "Central Kootenay Interim Food Security Action Plan" from Community Sustainability Service S105 in the amount of \$22,145.00 to the Central Kootenay Food Policy Council.

Service 105	Project	Board Resolution	Responsible	Update of activity	Staff time & funding	Current allocation of resources by SP	Next Steps
Water	WATERSHED GOVERNANCE PROJECT PLANNING	<ol style="list-style-type: none"> <li>416/16 That the RDCK write a letter to the POLIS Project on Ecological Governance and invite the organization to the West Kootenay to hold a watershed workshop.</li> <li>592/16 That the RDCK invite The POLIS Project on Ecological Governance to attend the January 2017 Board meeting to give a presentation on watersheds and water sustainability.</li> <li>88/18 That the Board direct staff to invite the Polis Project to host a workshop with the RDCK staff and Directors on watershed governance; AND FURTHER expenses and stipend be paid by General Administration S100.</li> <li>256/18 The Watershed Governance workshop with the POLIS Project be booked for May 18th, 2018 and the Watershed Governance Workshop Discussion report be made available to all Board Directors.</li> <li>487/18 That the Board direct staff to develop a Regional Watershed Governance Initiative project plan, and identify an allocation for General Manager of Development Service and Sustainability Coordinator's time to implement the project plan for consideration in the draft 2019 five year financial plan within General Administration Service (S100).</li> <li>892/18 That the RDCK Board directs staff to seek funding to launch and coordinate a scoping study to better understand the potential watershed governance roles and responsibilities of the RDCK; with areas for the study to be determine by the</li> </ol>	GMDS/SP & Water Service Liaison	Following direction from CSLAC, staff have prepared a proposal for Data Collation & Mapping of regional watershed information	Expenses from S100 + staff time	SP (0.3 FTE), GMDS (0.05 FTE), CSM (0.1 FTE) and Water Services Liaison (0.1 FTE) to support the project	To be determine based on outcome from December 8 meeting

Community Sustainable Living Advisory Committee at the January committee meeting:  
And Further, the Board allocates staff time of the Sustainability Planner (0.3 FTE), General Manager of Development Services (0.1 FTE) and Water Services Liaison (0.1 FTE) to support the procurement process for services.

7. 13/19 That the Board direct staff to develop a Regional Watershed Governance Initiative project plan, and identify an allocation for General Manager of Development Service and Sustainability Coordinator's time to implement the project plan for consideration in the draft 2019 five year financial plan within General Administration Service (\$100).
8. 121/19 That the RDCK Board approve funds in the amount of \$26,250 from S105 Community Sustainable Living Advisory Service for the Watershed Governance Initiative scoping study, to complement the work being done in Area H and I's ground water studies, for the following watersheds:
  - Bourke, Sitkum & Duhamel Community Watershed (Area F);
  - Arrow Creek Community Watershed (Area B);
  - Ymir Community Watershed (Area G);
  - Argenta Watershed (Area D);
  - Harrop (Area E);
  - and Deer Creek (Area J)
9. 409/10 That the RDCK Board award the Regional Watershed Governance Initiative Scoping Study to Christina Metherall and Elucidate Consulting, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$26,880 (includes GST).
10. 282/20 That the Board direct staff to prepare a workplan to determine the organizational capacity of

the Community Sustainability Services and Water Services staff to pursue the recommendations of the RDCK Regional Watershed Governance Initiative report dated January 2020.

11. 389/20 That the Board endorse the Watershed Governance Initiative Project Plan (May 2020) and direct staff to pursue the Project Plan as a collaboration between Community Sustainability and Water Services staff.

12. 610/20 The Board direct staff to bring forward a project plan with budget that will seek to collate and map existing watershed information held by the RDCK and other sources at a regional scale to inform our next steps and as a support to communities and conducting a gap analysis;

AND FURTHER bring this back to the Community Sustainable Living Advisory Committee to inform the RDCK's next steps on watershed governance.

**KOOTENAY LAKE PARTNERSHIP**

1. 91/18 That the RDCK Board approve funding of \$10,000 under S105 Community Sustainable Living Service to support the contracted service of the Kootenay Lake Partnership Coordinator position within the 2018 budget.
2. 414/19 That the RDCK Board extends its support for Living Lakes Canada's Foreshore Inventory and Mapping for Aquatic Species at Risk proposal to the Canada Nature Fund with in-kind contributions of mapping data and staff hours for a total contribution of \$175,000.00 over the four (4) year term of the project, which is:

	PM Nelson Wight	\$10,000 from S105 + staff time (NOTE – not in 2019)	n/a	As needed
	A KLP meeting was held November 20, staff will provide a verbal update at December 8 CSLAC meeting. Planning will be leading a review of DPA to align with the Shoreline Management Guidelines for Kootenay Lake EAs.			

PROJECT	IN-KIND CONTRIBUTIONS
Regional Flood and Hazard Risk Assessment LIDAR Acquisition and Processing	Completed in 2018 \$40,000.00 Completed in 2018 \$40,000.00
Floodplain Mapping Kootenay Lake Inundation Study	In Process \$60,000.00 In Process \$10,000.00
Planning staff time for review and outreach activities associated with project implementation	Pending \$25,000.00

3. 390/20 That the Board direct staff to transfer the remaining grant funding from the Real Estate Foundation (REF) in Community Sustainability Service S105, administered by RDCK on behalf of the Kootenay Lake Partnership, to Living Lakes Canada to support the Program Coordinator Position upon receiving confirmation from REF to do the transfer; AND FURTHER, that final report comes back to RDCK for information

Service 105	Project	Board Resolution	Responsible	Update of activity	Staff time & funding	Current allocation of resources by SP	Next Steps
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Energy	BIOFUEL – TIMBER DEADSTOCK BUSINESS PLANNING	<p>1. 119/19 That the Board direct staff to explore partnerships possibilities with Columbia Shuswap Regional District, Regional District East Kootenay and Regional District Kootenay Boundary on the Timber Deadstock Biofuel scoping study; AND FURTHER, that staff explore funding opportunities for the study</p> <p>2. 232/19 That the Board approve the RDCK entering into a Contribution Agreement with Columbia Basin Trust to support the research and development of a business plan for timber deadstock biofuel in the Regional District of Central Kootenay, and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, the required matching funds of up to \$25,000 come from Service S105 - Community Sustainable Living Advisory; AND FURTHER, that the grant funds be received and administered through S105.</p> <p>3. 500/20 That the Board direct staff to further develop the business case potential of the Wood Pellet Boiler Network, District Energy in Castlegar and Village District Energy Systems as part of the Timber Deadstock Bioenergy Feasibility Study in coordination with municipal staff.</p>	GMDS/SP	Final report to be received by CSLAC and Presentation to BOARD at December 10 meeting	Staff time	To be determined	To be determined
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Service 105 Climate Action	Project	Board Resolution	Responsible	Update of activity	Staff time & funding	Current allocation of resources by SP	Next Steps
	CLIMATE ACTION IMPERATIVE	<p>1. 124/19 That the Board direct staff to prepare a resolution that responds to ramping up RDCK's climate action in response to the climate emergency by April, 2019.</p> <p>2. 272/19 - WHEREAS</p> <ol style="list-style-type: none"> <li>Climate change is recognized to be an urgent reality requiring rapid decarbonisation of energy across all sectors;</li> <li>Climate change is recognized to be an urgent reality where risks are compounded by increased climate change weather related events (more precipitation in the winter, dryer hotter summers) and increased levels of uncertainty. Preparing for increased resilience and adaptability is critical;</li> </ol> <p>THEREFORE BE IT RESOLVED</p> <p>That the Regional District of Central Kootenay Board recognizes that the world is in a global state of climate crisis. This reality creates an imperative for ALL ORDERS OF GOVERNMENT to undertake "rapid and far reaching" changes to building construction, energy systems, land use and transportation.</p> <p>3. 701/19 That the Board direct staff to update the RDCK Policy Framework to incorporate a climate action lens; AND that, the 3-phased Climate Action Lens Policy strategy will seek input from the Senior Management Team to ensure smooth integration with operations and will bring recommendations to the Board for approval.</p>	SP	<p>Staff are requesting student staff support to help with refining and further developing Climate Action Indicator (SoCA) project</p> <p>SP working on Phase 1 and 2 of the Strategy – Climate Action Guidelines, Transportation, Build Better, and Energy Recovery</p>	Staff time	Will be 25-30 % of staff time for 2021	Continue to move the drafted policies through staff, SMT and the Board for discussion and approval



4. 861/19 That the Board direct staff to distribute the 2019 RDCK State of Climate Action full report and summary handout to the public.

**RDI – CLIMATE ADAPTATION**

1. 233/19 That the Board partner with the Rural Development Institute's Regional Approach To Rural Climate Adaptation Project Partnership and direct staff to finalize the agreement; AND FURTHER, allocate \$12,500 of in-kind staff time from Service S105 for 2019-2020 (2 years) to support the Partnership.
2. 595/19 That the Board approve the RDCK entering into a Collaborative Research agreement with Selkirk College for the Regional Approach to Rural Climate Adaptation Project Partnership for the period from May 1, 2019 to March 1, 2021, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Staff time + Currently participating in a NAM inventory of Arrow Creek Watershed

1 or so day remaining for 2020 and 2-3 days for 2021

Continue with NAM inventory work and training

**100% RENEWABLES**

1. 257/18 That the Board commit to the development of strategies and implementation of projects to achieve the long-term goal of deriving 100% of its net energy from renewable sources by 2050, and commit to demonstrate strong political leadership and significantly contribute to the reduction of greenhouse gases in the region.
2. 222/19 That the Board appoint the following individual(s) to work with the West Kootenay EcoSociety towards the 100% Renewable Energy by 2050 from the Community Sustainable Living Advisory Committee; AND FURTHER, stipend and expenses to come from S105: Director Faust & Lockwood
3. 412/19 That the Board Chair and Corporate Officer sign the Memorandum of Understanding with West Kootenay 100% Renewable Energy Plan.

Staff time + The draft plan has been circulated to the public and there was good public response. Final report will be received on December 1

Will be 10-12% of time for 2021

Staff will present a plan on how it integrate with existing commitments in the workplan

Service 105	Project	Board Resolution	Responsible	Update of activity	Staff time & funding	Current allocation of resources by SP	Next Steps
Admin & Communications		<p><b>WEBSITE UPDATE &amp; PRINT MATERIAL</b></p> <ol style="list-style-type: none"> <li>601/18 That the Board direct staff to highlight the work of the Sustainability Service (105) through the RDCK website and announce with a media release.</li> <li>578/19 That the Board directs staff to procure services from Little H Design Works for \$2,500 for the work of designing the summary report for the RDCK's Climate Action Indicator Project with funds to come from Service 105; AND FURTHER, staff be directed to seek quotes to produce a graphic illustration of this report for distribution on line.</li> </ol>	SP & Communications Manager	Website continues to be updated as new information and materials are developed.	Staff time	On-going	
	ADMIN	<ol style="list-style-type: none"> <li>382/18 That the RDCK Board support the allocation of S105 funds 'Grants' leveraging and linking additional funds from external agencies for sustainability initiatives, as described in the Community Sustainable Living Advisory Committee Terms of Reference.</li> <li>123/19 That the Board approve the 2019 Community Sustainable Living Advisory Committee draft budget; AND FURTHER, that the directors stipend and expenses be reduced to \$5,000 for the years 2020-23 inclusive.</li> </ol>	SP	Project management, relationship building, meetings, communication, reporting.	Staff time	4-5 hours per week	On-going



**REGULAR MEETING #01-21 MINUTES**

Minutes of the Regular Meeting of the Council of the Village of Salmo held electronically on Tuesday, January 12, 2021 at 7:00 p.m.

**PRESENT:** Mayor Diana Lockwood Councillor Farrell Segall  
Councillor Jennifer Endersby CAO Anne Williams  
Councillor Jonathon Heatlie Members of the Public - 1  
Councillor Jacque Huser

**CALL TO ORDER:** The Mayor called the meeting to order at 7:07 p.m.

**COUNCIL PROCEDURE BYLAW**

**#663, 2014:**

R1-01-21

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

Carried.

**AGENDA:**

R2-01-21

Moved and seconded, that the draft agenda of Regular Meeting #01-21 of Tuesday, January 12, 2021 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section and a Public Question period.

Carried.

**NEW BUSINESS:**

**COUNCIL DISCUSSION RE: TIME CAPSULE**

Mayor Lockwood advised she would like to put together a Standing Committee which consists of three Council members and three members of the public to create a Time Capsule to mark the Village's 75<sup>th</sup> anniversary this fall.

**DELEGATIONS:**

NIL

**MINUTES:**

R3-01-21

REGULAR MEETING

December 8, 2020

Moved and seconded, the draft minutes of Regular Meeting #21-20 of Tuesday, December 8, 2020 be adopted as presented.

Carried.

**REFERRALS FROM DELEGATIONS:**

NIL

**REFERRALS FROM PRIOR MEETINGS:**

**LIONS PARK WASHROOM -  
DISCUSSION**

Council were in receipt of the revised drawing and cost estimate from Redwood Engineering for the Large Equipment Storage Building (formerly the Recycling Building). It was agreed that the new Lions Park washroom would be located in this building. Due to a calculation error in the estimate, the revised total is \$338,409.

**R4-01-21  
LIONS PARK WASHROOM –  
INVESTING IN CANADA  
INFRASTRUCTURE PROGRAM –  
COVID-19 RESILIENCE  
INFRASTRUCTURE STREAM**

Moved and seconded, that Council direct staff to submit an application for grant funding for the restoration of the Large Equipment Storage Building through the *Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*; and,

That Council supports the project and commits to any associated ineligible costs and cost overruns.

Carried.

Staff were also asked to look into the costs and feasibility of running the gas line to the building at the same time it's being run for the generator and incorporating an on-demand water heater for the washroom's hot water needs. These costs would be in addition to the original estimate.

**POLICY DEVELOPMENT &  
REVIEW:**

NIL

**BYLAW REVIEW &  
DEVELOPMENT:**

NIL

**ACCOUNTS PAYABLE:**

R5-01-21

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from December 4, 2020 to January 7, 2021 totaling \$123,446.66.

Carried.

**CORRESPONDENCE REQUIRING  
A COUNCIL DECISION:**

**RDCK RE: BYLAW NO. 2734  
SALMO AND AREA G LIBRARY  
FINANCIAL AID AMENDMENT -  
#058 - DISCUSSION**

The Mayor reiterated the changes she is looking for in a revised library bylaw and that she has spoken with Salmo's Chief Librarian about this. She has since received confirmation that the Library Board is on board with the changes. In the meantime, Bylaw 2734 needs to be passed by the RDCK Board as the Library would not receive any funding if it is not passed.

**R6-01-21  
RDCK RE: BYLAW NO. 2734  
SALMO AND AREA G LIBRARY  
FINANCIAL AID AMENDMENT -  
#058**

Moved and seconded, that we, Council of the Village of Salmo in the Regional District of Central Kootenay, do hereby consent, on behalf of the Village of Salmo electors, to the Board of the Regional District of Central Kootenay adopting RDCK Bylaw No. 2734.

Carried.

**CORRESPONDENCE FOR  
INFORMATION ONLY:**

R7-01-21

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

- (1) City of Rossland Re: Letter of Support for City of Vernon on Universal Access to No-Cost Prescription Contraception - #059
- (2) City of Kamloops Re: Overdose Crisis and Call for Overdose Action Plan - #061
- (3) RDCK Re: Columbia Basin Trust Community Initiatives and Affected Areas Program Funding (CIP/AAP) - #01
- (4) AKBLG Re: First Call for Resolutions - #02
- (5) City of Nelson Re: Vaccination Priority for Essential Critical Infrastructure Municipal Employees - #03

Carried.

**MEMBER REPORTS & INQUIRIES:**

COUNCILLOR ENDERSBY

Councillor Endersby had nothing to report.

COUNCILLOR HEATLIE

Councillor Heatlie had nothing to report.

COUNCILLOR HUSER

Councillor Huser had nothing to report.

COUNCILLOR SEGALL

Councillor Segall reported that since the December Village Council meeting, he had participated in the Cannabis Economic Development Council (CEDC) group established by Community Futures under the guidance of Abra Brynne.

They have now submitted a formal response to Health Canada on proposed changes including our comments relating to the 2021 revisions to the Recreational Cannabis usage legislation.

MAYOR LOCKWOOD

See Appendix A. The Mayor also noted that budget discussions at the RDCK begin next week and will continue for 2-3 months.

R8-01-21  
VERBAL & WRITTEN REPORTS OF  
MAYOR AND  
COUNCIL

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

Carried.

**PUBLIC QUESTION PERIOD:**

NIL

**ADJOURNMENT:**

Moved, that the meeting be adjourned at 7:46 p.m.

R9-01-21

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, January 12, 2021.

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Mayor

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Chief Administrative Officer



*Diana L.D. Lockwood*  
Mayor

Appendix A - Mayor/Director report December 4, 2020 to January 7, 2021

December 7, **Central Resource Recovery** was held electronically. Tipping fees were discussed in great depth. A recommendation from this committee to the Board was to increase the first bag to \$4 and the second bag \$3 with the minimum being \$7. Taxation ratio to fees is 2 to 1. There was discussion around the amount of recycling going into the land from places like hospitals and schools. This conversation is being directed back to those institutions.

The staff may be proposing a draft budget of a 20% increase in 2021, 15% increase in 2022, 5% increase for 2023, 2024, and 2025 for Central Resource Recovery. Our first budget meeting is in January.

December 7, I attended a **SIDIT** (Southern Interior Development Initiative Trust) policy committee meeting held electronically. SIDIT is reviewing all their policies, this way staff should know exactly what is expected of them. Policies need to be enforceable, so the wording is important. After the rewrite of the policies this committee will see if there are any loopholes in the policies. Also, we will be reviewing the ACT as this has to be done every five years.

December 8, I attended a **CSLAC** (Community Sustainable Living Advisory Committee) meeting held electronically. There was a conversation about affordable rural housing. To get any of the grants for this type of project the area must have services. Therefore, this kind of funding usually stays within a municipality.

Staff requested to hire two summer students for 2021, one for watershed governance, and one for climate action.

We also reviewed the Term of Reference for this CSLAC committee.

December 9, I attended the **Joint Resource Recovery** meeting electronically. I have said that we are not signing on to an organic's curbside pickup in Salmo until we hear from our taxpayers if they want this service and what the cost will be for the service. The engagement process will be a mail out, although I pointed out there needs to be some place that states a physical address or a spot to check off where you live. There is a possibility the cost would be from \$135-\$180 for curbside twice a month pickup.

What CRRC asked for per bag on Dec 7 is being put forward at \$3.50 per bag but still will be a minimum \$7.00. The reason for such a debate is, in some places in Central, people are going with one bag of garbage and it is creating long line ups. Also, these figures fall under the *Weight and Measurement Act*.

December 10, I attended the **RDCK board meeting** electronically. Appointments that I received were

SIDIT and Transit. AKBLG resolutions need to be in by February.

The RDCK directors usually have a Christmas lunch with staff although this year is different. Because we did not do this this year, we gave the money to all the food banks within the RDCK.

We will not be going into the new year with a new hire for the CFO job.

December 11, I attended the **SIDIT Board Meeting electronically**. Our agenda was as follows:

- i. To use RFind funds held in trust by SIDIT to pay out their outstanding loan.
- ii. To recover Regal Ridge funds by proceeding with a court-ordered sale.
- iii. To write off the 19 loans totaling \$7,832,727 summarized in the Recommended Write-Offs for FY2021 Report.
- iv. Instruct the CEO to amend the Draft 2022-24 Strategic Plan to provide further detail as outlined & present the next draft to the SIDIT board.
- v. Approve the name: Economic Trust of the Southern Interior BC (ETSI BC).
- vi. Authorize SIDIT to submit a formal proposal of BC to deliver the Rural Business and Community Recovery Program on their behalf in the SIDIT region.
- vii. Renew SIDIT's D&O insurance excluding Employment Wrongful Acts.
- viii. Approval of the 2022-24 strategic plan and 2021-2022 annual operating plan with amendments.
- ix. Reports from all Sub Committees.

January 6, 2021 in the evening Salmo RCMP and surrounding detachments conducted a man hunt within Salmo and area. There was a man found deceased on the morning of January 7<sup>th</sup> and it was determined he was linked to the double homicide in Creston on the 6<sup>th</sup> of January.







## Civic Works Foreman Report Period November 20<sup>th</sup>, 2020 – January 21<sup>st</sup>, 2021

January 26<sup>th</sup>, 2021 Regular Council Meeting #02-21

### Equipment Repairs & Maintenance

- Pressure washed old loader.
- Removed batteries from sweeper.
- Prepped and stored sweeper for winter.
- Reinstalled metal rack on F150.
- Cleaned windows on trackless.
- Cleaned windows of new loader.
- Order new cutting edge.
- Put new insurance stickers on all vehicles.
- Greased loader.
- Greased trackless.
- Fixed hazard lights on loader.
- Fixed lights on plow truck.
- Cleaned and vacuumed inside of loader.
- Replaced air filters in trackless.
- Replaced plow blade on trackless.
- Repaired crossover bar on plow truck.
- Tire repaired on F150.
- Installed markers on snow blade.
- Tested oil on loader.
- Oil and filters changed on loader.
- Oil and filters changed on plow truck.
- Painted snow blades.
- Replaced back up alarm on dump truck.
- Wired in light on dump truck.
- Ran chords for vehicles to plug in.
- Painted back of dump truck.
- Replaced fittings on snowblade.
- Cleaned windows.
- Took plow truck for annual Commercial Inspection.
- Took dump truck for annual inspection.
- Repaired hydraulic leak on trackless.
- Topped up hydraulic oil on trackless.
- Changed oil in the trackless.
- Installed inline coolant heater in excavator.
- Installed new solenoid on plow blade.
- Fixed bearing on loader fan.
- Fixed rear gate on sander.
- Weekly vehicle maintenance checks.
- Replaced hydraulic hose on trackless.
- Repaired accessory belt drive pulley and belt on loader.
- Installed battery disconnect on excavator.
- Built and installed new sideboards for dump truck.

### Water

- Routine weekly samples are being sent in and have all come back well within parameters.
- Completed 5 BC One calls.
- Completed 2 water shut offs.
- Met with contractors regarding 2 new connections.
- Completed maintenance checks on wells.
- Monthly generator maintenance completed.
- Tested reservoir for maintenance requirements.
- Cleaned well houses.
- Installed valve screen at Glendale Well.
- Repaired pressure switch at Glendale Well.
- Flushed dead end lines.

### Parks & Campground

- Removed fallen branches from KP.
- Cemetery maintenance.
- Dug grave for 1 full burial.

## Waste Water

- Daily checks & tests.
- Picked-up supplies for the WWTP from town.
- Selkirk Collage student tour of WWTP.
- Scraped RI Basins.
- Pumped out underground chamber.
- Cleared snow off pathways at plant.
- Cleaned lift station.
- Cleaned the sludge pipe.
- Installed heat tape on effluent manhole.
- Troubleshoot sludge pumps.
- Cleaned and cleared RAS chamber.
- Wasted the RAS daily.
- Cleaned RAS box.
- Removed solids from reaction chamber.
- Ordered new DO meter.
- Ran generator and did maintenance checks.
- Co-ordinated, worked with and followed up with contractors on projects including:
  - SCADA System
  - Ran the skid for the WWTP,
  - Repaired broken pipe in the headworks building.
  - Cleaned headworks screen.
  - Cleaned headworks press.
  - Emptied waste bin and relined.
  - Flushed out effluent manhole.
  - Reloaded poly roll.
  - Cleaned up plant.
  - Filled poly tank.
  - Cleaned effluent and splitter box.
  - Cleaned weir #1.
  - Cleared the reactor portion of the poly and sludge tank.
  - Put Actizyme in lift station.
  - Dug out gates at WWTP yard.

## Village Maintenance

- Snow removal.
- Sanded roads.
- Sanded sidewalks.
- Removed snow piles.
- Pushed back snowbanks.
- Plowed recycle depot.
- Removed snow from recycle depot.
- Moved snow piles from supportive housing.
- Filled sanders.
- Shovelled office sidewalks.
- Shovelled EV Station.
- Placed cement barriers for snow protection.
- Placed snow barricades at recycle depot.
- Shoveled out bus stop.
- Shoveled bridge decks.
- Moved snowbanks back with loader.
- Regularly sanitized machines & equipment per COVID-19 protocols.
- Garbage removal from community cans.
- Refilled doggi-pot bags.
- Coordinate with contractors for Firehall upgrades.
- Burn pile maintenance.
- Cleaned out pit for sand delivery.
- Picked up winter sand.
- Met with contractors for flooring in firehall.
- Leaf cleanup.
- Cleared brush and hanging branches.
- Collected Daily Staff reports.
- Prepared Civic Works report.
- Pothole maintenance.
- Sorted street signposts.
- Replaced missing street sign.
- Drainage maintenance.
- Sorted metal bin.
- CW Shop Maintenance.
- Got supplies for Firehall repairs.
- Spoke with contractors regarding installing.
- Firehall maintenance upgrade cleanup.
- Checked Erie Creek on 9<sup>th</sup> Street for debris and flows.
- Coordinated with Fortis, Telus and Hiltech regarding ongoing maintenance at the Substation.
- General cleanup of CW shop and yard.

## Community Appearance

- 0 incident of theft and/or vandalism since last report

Originally Signed by: Fred Paton

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Fred Paton  
Civic Works Foreman



## Fire Chief's Report: January 01, 2021

Regular Council Meeting #02-21

Since the last report on November 1st, 2020 the Salmo Fire Department responded to 9 calls:

2	Lift Assists	1	Carbon Monoxide Alarm	1	Downed Power Line
1	Fire Alarm	4	Jaws Calls		

### DESCRIPTION

Once again none of our calls during the last two months ended up being very serious in nature.

One call of note was for a residence that had taken down their smoke detectors and carbon monoxide alarms for painting. Other persons that came to the house were wearing carbon monoxide detectors that went off, alerting the residents to the threat of carbon monoxide. Our crews were then dispatched in the early morning hours to attend. We monitored significant levels of carbon monoxide within the residence. We then made sure that windows and doors were left open and that the residents and pets would stay outside until Fortis Gas could arrive to pinpoint the cause of the gas.

Crews also responded to a commercial fire alarm at 5:40 pm on Christmas day, just when the firefighters were sitting down for Christmas dinner with their families. This call goes to show that we never know when a call might come in, and that members are willing to put their personal life on hold so that they can go help others.

### Misc.

Work has been completed on the floor drains and sloping of the floors in our truck bays. This has made a huge difference to draining away large amounts of water that that comes off our trucks after a snowy drive to and from calls.

Tongue and groove plywood has been installed on the majority of the floor upstairs (not the kitchen, office or bathrooms) in the fire hall. We are now waiting to get quotes for the installation of glue down vinyl flooring to complete the majority of the fire hall floor.

We are still waiting for replacement turn out gear and other equipment that had been ordered, but the delivery is delayed due to complications with the COVID virus.

We have not held in person fire practices since the COVID cluster that showed up in our community in early November, and because of provincial regulations. We have been doing some online training and are looking at a safe way for us to bring back some modified form of fire practice. We might have the crew one week and the other half the next week to lessen the number of people and possible contacts, or we might try two practice nights per week. The RDCK are still holding in person fire practices, but Midway Fire, RDEK and OSRD are examples of fire departments that are not holding in person fire practices. Our members are trying to stay as safe as possible and keep our contacts to a very few people. We do not want to have an outbreak within our fire hall, as has happened in several fire halls in Canada and the states.

We are prepared for a possible wave of COVID-19 cases coming to the Kootenays, and are prepared to keep our members safe at fire practices and calls. By limiting our exposures and disinfecting equipment as to our guidelines, we plan on having healthy crew members that are able to respond to all emergencies.

*Originally Signed By:*

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David Hearn, Fire Chief



## Bylaw Officer's Report: November 1, 2020 to December 31, 2020

Regular Council Meeting #02-21

### Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Burning	1	<ul style="list-style-type: none"><li>• One (1) complaint about a business burning garbage in a burn barrel behind the business. Bylaw attended and compliance has been achieved.</li></ul>
Noise	3	<ul style="list-style-type: none"><li>• Three (3) noise complaints. Two (2) complaints were about the same address. A letter was mailed to the resident, will monitor to ensure compliance. The other complaint was already being addressed by RCMP.</li></ul>

### Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Snow Plowing	18	<ul style="list-style-type: none"><li>• Sixteen (16) vehicles parked where they were impeding snow plowing. Left notices and/or Bylaw Officer attended regarding snow plowing/no parking and compliance was achieved.</li><li>• Two (2) notices issued to residents because items on the properties were impeding snowplowing and potentially dangerous. Compliance achieved.</li></ul>
Official Community Plan Design Guidelines	1	<ul style="list-style-type: none"><li>• One (1) notice issued to a business to remove a banner as it did not meet design guidelines for the area. Compliance achieved.</li></ul>

Information submitted by:

Alix Watson, Bylaw Officer

Fred Nevakshonoff, Bylaw Officer

Originally signed and approved by:

Anne Williams, Chief Administrative Officer





## The Corporation of the Village of Salmo

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### REPORT TO COUNCIL

**DATE:** January 21, 2021

**RE:** December 2020 to January 21, 2021

**SUBMITTED BY:** Anne Williams, Chief Administrative Officer

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I don't have much to report as I was on vacation over the holiday break. Currently my focus is on preparing and submitting a grant application to fund building repairs and a washroom in the Large Equipment Storage Building (formerly the recycling building) in Lions Park and moving the generator out of the building to the well head.

Staff have begun working on the budget and this will be our focus once the grant application is in. I will also be strongly focused on the Zoning Bylaw update.

In spite of COVID, promotional sales over December and into January totaled \$3,220. We are now looking into a couple of items that would celebrate our 75th anniversary this year.





Village of Salmo

Accounts Payable January 8 to January 21, 2021

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
014075	2021-01-11	Accura Alarms Security Service Ltd.	Alarm Monitoring	\$52.50
014054	2021-01-11	Ace Courier Systems	Water Sample Shipping	\$125.94
014107	2021-01-21	Ace Courier Systems	Courier Expense & Water Sample Shipping	\$72.82
014076	2021-01-11	A-Mais Technologies Inc.	AMAIS Annual Subscription Fees	\$8,972.18
014074	2021-01-11	Assoc. of Kootenay & Boundary Local Govt.	2021 Annual Dues	\$332.14
014058	2021-01-11	Bell Media Group GP	Advertising	\$84.00
014059	2021-01-11	Bell Media Group GP	Advertising	\$84.00
014056	2021-01-11	Black Press Group Ltd.	Advertising	\$419.90
014055	2021-01-11	Brandt Tractor Ltd.	Equipment Maintenance	\$608.01
014077	2021-01-11	Brandt Tractor Ltd.	Loader Maintenance	\$1,421.42
014108	2021-01-21	Brandt Tractor Ltd.	Loader Maintenance	\$148.04
014061	2021-01-11	C+S Planning Group	Child Care Planning Grant	\$656.25
014110	2021-01-21	CivicInfo BC	2021 Annual Dues	\$149.10
014060	2021-01-11	Claro Environmental Technologies	WWTP Supplies	\$540.75
Pre-authorized Debit	2021-01-08	Collabria	Supplies/Postage/Gift Certificates	\$2,366.11
014109	2021-01-21	Commissionaires British Columbia	Bylaw Enforcement	\$154.39
014071	2021-01-11	Fortis BC - Natural Gas	Natural Gas Expenses	\$34.50
014105	2021-01-21	Fortis BC - Natural Gas	Natural Gas Expenses	\$726.63
014117	2021-01-21	Fortis BC - Natural Gas	Natural Gas Expenses	\$554.13
014062	2021-01-11	Fortis BC Inc.	Electricity Expenses	\$2,179.84
014099	2021-01-21	Fortis BC Inc.	Electricity Expenses	\$1,042.28
014111	2021-01-21	Fortis BC Inc.	Electricity Expenses	\$151.98
014063	2021-01-11	FVBS Maglio Trail	Shop Supplies	\$37.23
014100	2021-01-21	FVBS Maglio Trail	Firehall Maintenance	\$4,163.88
014101	2021-01-21	Home Hardware Building Centre	Firehall Maintenance	\$527.67
014093	2021-01-14	Imperial Oil Esso	FD/Fleet Fuel Expenses	\$1,485.27
014095	2021-01-14	Imperial Oil Esso	FD/Fleet Fuel Expenses	\$1,483.29
014073	2021-01-11	Inland Allcare	Office & Shop Supplies	\$112.34
014102	2021-01-21	Innov8 Digital Solutions Inc.	Photocopies Maintenance	\$11.11
014113	2021-01-21	Innov8 Digital Solutions Inc.	Photocopier Maintenance	\$1,681.12
014064	2021-01-11	Isosceles Business Systems Inc	CW Shop/Office Supplies	\$347.20
014079	2021-01-11	Isosceles Business Systems Inc	IT Services	\$703.14
014103	2021-01-21	Kendrick Equipment (2003) Ltd.	Trackless Equipment	\$7,638.40

Village of Salmo

Accounts Payable January 8 to January 21, 2021

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
014065	2021-01-11	Lordco Auto Parts	Dump Truck Maintenance & Shop Supplies	\$10.22
014080	2021-01-11	Lordco Auto Parts	Trackless/JHC/Loader Maintenance & Shop Supplies	\$363.95
014114	2021-01-21	Lordco Auto Parts	Loader/Trackless Maintenance	\$112.65
014096	2021-01-14	Mills Office Productivity	Office Supplies	\$101.31
014081	2021-01-11	Municipal Insurance Association of BC	Annual Insurance	\$13,079.00
014104	2021-01-21	Ninco Construction Ltd.	Firehall Maintenance	\$2,945.25
014094	2021-01-14	Passmore Laboratory Ltd.	Water Sample Testing	\$180.00
Pre-Authorized Debit	2021-01-12	Receiver General for Canada	Payroll Remittance	\$14,314.29
014066	2021-01-11	Regional District of Central Kootenay	Building Permit Fees	\$1,775.05
014067	2021-01-11	Rogers	Cellphone Expense Reimbursements	\$230.59
014082	2021-01-11	S.C. Mechanics	F150 Maintenance	\$489.34
014097	2021-01-14	Salmo Valley Curling & Rink Association	Washroom Rental	\$141.20
014069	2021-01-11	Salmo Village Grocery	FD & Office Gift Certificates	\$190.00
014068	2021-01-11	Skyway Hardware (1985) Ltd.	Cemetery, Shop & WWTP Supplies	\$283.10
014070	2021-01-11	Startup HVAC Solutions LTD	Wellness Center Maintenance	\$2,994.76
014116	2021-01-21	Startup HVAC Solutions LTD	Wellness Center Maintenance	\$149.63
014098	2021-01-14	Telus Communications Inc.	Telephone/Fax/Internet Services	\$1,218.45
014083	2021-01-11	VitalAire	FD Oxygen Tank Annual Lease	\$161.28
014072	2021-01-11	Waterhouse Environmental Services Corp	WWTP Supplies	\$3,628.80
014084	2021-01-11	Western Financial Group (SAL)	Annual Crime Insurance	\$1,933.00
014106	2021-01-21	Wholesale Fire & Rescue Ltd.	Fire Dept Supplies	\$189.96
Pre-Authorized Debit	2021-01-11	Workers' Compensation Board of BC	Quarterly Remittance	\$2,000.87
		Employee Benefits, Reimbursements and Salaries (PP1)		\$21,252.65
		<b>Total:</b>		<b>\$106,812.91</b>

Credit Card Details:

FD GPS Subscription	\$72.75	FD Laptop	\$1,171.49
CW/Shop Supplies	\$166.64	Gift Certificates	\$520.00
Stamps/Shipping	\$365.01	Key Cutting (Wellness Centre)	\$18.49
Adobe	\$51.73	<b>Total:</b>	<b>\$2,366.11</b>

Village of Salmo Regular Council Meeting #02-21  
 Treasurer's Report as of December 31, 2020

Account Name	31-Dec-20 Balance	30-Nov-20 Balance	31-Dec-19 Balance
Chequing Community Plus (Operating Account)	\$1,263,768.06	\$1,460,269.23	\$331,767.70
Masterplan Community Plus - Wellness Centre Equipment	\$0.00	\$0.00	\$0.00
Masterplan Community Plus - Community Works	\$0.00	\$0.00	\$0.00
Maximizer Community Plus - Civic Works Reserves	\$145,700.18	\$110,534.91	\$108,949.97
Maximizer Community Plus - Sewer Civic Works Reserves	\$49,300.61	\$2,258.94	\$99,088.31
Maximizer Community Plus - Cemetery Care	\$23,567.65	\$23,532.67	\$23,157.99
Maximizer Community Plus - Water Civic Works Reserves	\$176,748.33	\$213,461.22	\$284,879.51
Maximizer Community Plus - Lions Park (Previously Curling Rink)	\$17,923.82	\$15,498.83	\$15,252.06
Maximizer Community Plus - Wellness Centre	\$103,991.92	\$98,227.35	\$96,663.41
Maximizer Community Plus - Fire Department Equipment	\$45,944.69	\$39,769.60	\$39,136.38
Maximizer Community Plus - Jaws of Life	\$172,724.49	\$158,206.72	\$155,687.78
Maximizer Community Plus - Ambulance	\$12,077.49	\$12,059.57	\$11,867.57
Membership Shares	\$25.00	\$25.00	\$25.00
Patronage Shares	\$2,238.00	\$2,238.00	\$2,238.00
	<b>\$2,014,010.24</b>	<b>\$2,136,082.04</b>	<b>\$1,168,713.68</b>

**Accounts Receivable**

Utilities	\$45,289.67
Taxes	\$73,223.09
Other	\$31.50
	<b>\$118,544.26</b>

**Accounts Payable**

	\$16,226.14
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**Grand Total (Assets minus Liabilities)**

	<b>\$2,148,780.64</b>
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DATE Jan. 13/21  
NO 04 TO McC-JAN. 26/21  
FILE NO 0400-01

**brandy.jessup@salmo.ca**

VILLAGE OF SALMO

**From:** Mayor Lockwood  
**Sent:** January 13, 2021 9:37 AM  
**To:** cao@salmo.ca  
**Cc:** brandy.jessup@salmo.ca  
**Subject:** Fwd: 2021 Census of Population / Recensement de la population de 2021

**From:** "Do Not Reply / Ne Pas Répondre (statcan/statcan)" <[statcan.DoNotReply-NePasRepondre.statcan@canada.ca](mailto:statcan.DoNotReply-NePasRepondre.statcan@canada.ca)>  
**Date:** January 13, 2021 at 7:10:40 AM PST  
**To:** Mayor Lockwood <[mayor.lockwood@salmo.ca](mailto:mayor.lockwood@salmo.ca)>  
**Subject:** 2021 Census of Population / Recensement de la population de 2021  
**Reply-To:** [statcan.census-recensement.statcan@canada.ca](mailto:statcan.census-recensement.statcan@canada.ca)

Dear Mayor,

I am pleased to inform you that the next census will take place in May 2021. I am writing today to seek your support to increase awareness of the census among residents of your community.

For over a century, Canadians have relied on census data to tell them about how their country is changing and what matters to them. We all depend on key socioeconomic trends and census analysis to make important decisions that have a direct impact on our families, neighbourhoods and businesses. In response to the COVID-19 pandemic, Statistics Canada has adapted to ensure that the 2021 Census is conducted throughout the country in the best possible way, using a safe and secure approach.

Statistics Canada will be [hiring approximately 32,000 people](#) across the country to assist with census collection. We would like to work with you and your municipality to ensure that your residents are aware and informed of these job opportunities.

Furthermore, your support in encouraging your residents to complete the census will have a direct impact on gathering the data needed to plan, develop and evaluate programs and services such as schools, daycare, family services, housing, emergency services, roads, public transportation and skills training for employment.

If you would like to express your municipality's support for the census, please share the municipal council resolution text below with your residents:

Be it resolved that:

The Council of the Corporation of (NAME OF CITY/TOWN/MUNICIPALITY) supports the 2021 Census, and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca). Accurate and complete census data support programs and services that benefit our community.

In the coming weeks, a member of our communications team may contact you to discuss ways in which we can work together. Should you have any questions, please contact us at [statcan.censusoutreach.west-rayonnementdurec.ouest.statcan@canada.ca](mailto:statcan.censusoutreach.west-rayonnementdurec.ouest.statcan@canada.ca).

Thank you in advance for supporting the 2021 Census.

Yours sincerely,

Geoff Bowlby  
Director General, Census Management Office  
Statistics Canada / Government of Canada

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DATE Jan. 21/21  
NO 06 TO MIC - Jan 26/21  
FILE NO 5210-02

info@salmo.ca

VILLAGE OF SALMO

**From:** Lisa Berk <lisaberk@gmail.com>  
**Sent:** January 21, 2021 9:51 AM  
**To:** info@salmo.ca  
**Cc:** Kailee Waterstreet; carolinecassar@yahoo.ca; kitagirl10@hotmail.com; kal357@telus.net  
**Subject:** Item for Council Meeting Agenda  
**Attachments:** Village Council.docx

Hi,  
Please find attached a letter for the council meeting.  
Thank you,  
Lisa

January 21, 2021

Re: Sewage Treatment Plant

To Mayor Lockwood and Councilors Endersby, Heatlie, Huser and Segall;

I hope this letter finds you well. I am writing to hopefully bring to the forefront of your discussions the continuing issue of the sewage treatment plant.

As a reminder, this summer many members of the community noted that the odour from the plant was abnormally strong and noticed at distances much further than the immediate area, including well past the curling rink. In a hope that this issue may be addressed, many members of the community signed a letter of concern noting that this has been a change over the past four years.

In addition, many families in the area continue to notice the odour throughout the fall and even the winter. According to the information we were given this summer from the Village Office, this should not be happening. With all of the new building sites in this area, we can only assume there will be a larger volume of waste being processed and putting more pressure on this infrastructure.

We are hoping that Council will share with us the plan for moving forward in improving this issue in our community.

Thank you,

Lisa Berk

On behalf of:

Jarred Grant

Kailee Waterstreet

Sheri and Mike Powers

Brenda and Will Kalmikoff

Caroline and Paul Cassar





## The Corporation of the Village of Salmo

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### REPORT TO COUNCIL

**DATE:** January 22, 2021

**RE:** Update on Odour from Waste Treatment Plant

**SUBMITTED BY:** Anne Williams, Chief Administrative Officer

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Residents living near the waste treatment plant may experience odour from the Village's waste treatment plant. Raw sewage and sewage undergoing treatment smells and no treatment process will completely eliminate the odour.

Last summer, as the plant was undergoing an upgrade and commissioning, it was particularly bad at times. Calibration of the equipment and monitoring of the processes and finding the correct operating balances for new equipment was a months long process.

Civic Works is now confident that all necessary adjustments have been made and procedures for monitoring have been established to ensure that all is functioning smoothly. Having a fourth crew member has also helped tremendously as there was one piece of equipment that had to be shut off mid-process if no one (i.e. all three crew were had to be elsewhere to perform other functions) was on site to provide the frequent monitoring it requires. This piece of equipment is central to the process and can now function the way it was intended.

Another key component is regularly adding Actizyme, a reagent that is designed to help eliminate odour, to the system at the collection hub, the lift station, as part of the process.

It is hoped that residents will notice a difference regarding odour this summer. However, it should be noted, that while the crew are doing all they can to mitigate the odour issue, it will never be eliminated completely, and hot summer days can wreak havoc with the enzyme balance in the system. As noted above, constant staff monitoring helps deal with this.



**The City of North Vancouver**  
OFFICE OF MAYOR LINDA BUCHANAN

DATE Jan. 13/21  
NO 05 TO Me - Jan 26/21  
FILE NO 0400-60  
VILLAGE OF SALMO



January 11, 2021

Hon. George Heyman, Minister of Environment and Climate Change Strategy and  
Minister responsible for Translink

Sent VIA email [ENV.Minister@gov.bc.ca](mailto:ENV.Minister@gov.bc.ca)

Dear Minister Heyman:

**Re: Implementing a Province-wide Ban on Anticoagulant Rodenticides**

As Mayor of the City of North Vancouver and on behalf of Council, I want to congratulate you on your recent re-election and appointment to the Executive Council.

Despite the ongoing pandemic resulting from the novel coronavirus, we cannot slow down on our response to the climate emergency. I'm encouraged by your background in solutions-oriented negotiations and policy. Now more than ever we need bold, progressive action.

On the North Shore we have had several owls consume rat poison and become dangerously ill. The use of anticoagulant rodenticides poses serious threats to B.C. wildlife and ecosystems through primary and secondary poisoning of non-target species, and have the potential to harm children and pets. To address this issue locally, Council passed a motion just prior to the 2020 Provincial election to ban the use of anticoagulant rodenticides within the City of North Vancouver.

The motion contained the following active clause:

THEREFORE BE IT RESOLVED THAT the City of North Vancouver create a formal ban on the use of anticoagulant rodenticides on all municipal property and take advantage of opportunities to communicate alternative pest control methods to residents and businesses;

AND THAT Council request that the Mayor write, on behalf of Council, to the Province of BC requesting that the Province ban anticoagulant rodenticides, and that letter be shared with all other local governments in BC.

I therefore humbly request that the Province consider a B.C.-wide ban and find new ways to address the rodent population that does not threaten the wellbeing of other animals dwelling within urban areas.

I appreciate your consideration. Please contact my staff at [mayor@cnv.org](mailto:mayor@cnv.org) if you require any additional information.

Yours truly,

**Mayor Linda Buchanan**

c.c. Bowinn Ma, MLA North Vancouver-Lonsdale  
All municipal Councils across B.C. via Clerks Departments



## Councillor Reports

January 26, 2021

### Councillor Huser:

On January 18<sup>th</sup>, I attended a Recreation Commission meeting. Commissioner Lockwood is Chair for another year; we reviewed the Budget Report; had an update on the Tennis Court from Commissioner Chew – the CBT grant was successful and the School Board will be putting out a news release with the details because it is their grant; there was discussion about getting more signage for the Pool and Fitness Center; and the dates for the 2021 meetings were set.

On January 20<sup>th</sup>, I attended the SVYCC board meeting – I had missed the last meeting on November 11<sup>th</sup>, 2020, the updates for both meetings are as follows:

- November 11<sup>th</sup> meeting: Insurance company won't insure the skate park so it is closed for now; regular insurance increased by \$1,500; discussed a safe indoor market and/or virtual market for local vendors and local shopping; roof needs repairing in the Spring as there are some leaks; and they may change yearend to reflect funding stream so it is easier to budget.
- January 20<sup>th</sup> meeting: Salmo Recreation staff may oversee the skate park during their open hours – it will then fall under their insurance – Laurie will be discussing more with Ryan from RDCK before bringing back to the board; roof repair (replacement) quotes came in at \$80,000 for main roof and \$5,000 - \$10,000 for smaller roof – Laurie will be looking at some funding streams; I have the staff reports if anyone would like them emailed to you please let me know and I will send them out; next meeting is scheduled for March 10, 2021.





*Diana L.D. Lockwood*  
*Mayor*

## Mayor/Director Report for Jan 8-22, 2021

January 18, I attended the **Salmo and Area G Emergency Preparedness Committee**. We are not facing any emergencies right now, but we need to be prepared as one can always come up quickly. A new program was rolled out last November called "Neighbours Helping Neighbours". I am awaiting the details of the program and then it will be posted to our website.

January 18, I attended the **Salmo & Area G Recreation Commission**. I will be Chairing the Commission for another year. Reservations are still happening with an average of three per reservation. There are two Mellow Yoga classes that started on the 19th and 21<sup>st</sup>. There is a walking program happening in the gymnasium. I did request, if possible, to have a time in the morning and one in the afternoon instead of both in the morning. There are two Savvy Seniors Low Intensity Strength Circuit programs are planned to start in the first week of February. This program is free to participants over 55 and will run until mid March.

We had our first look at the budget and pool hours.

We encourage the public to attend the meetings. We are doing meetings over the internet or by phone for now. Please contact me or any of the commissioners about questions.

January 19, I attended the **Central Resource Recovery Committee** budget meeting. Tom Newell is again our Chair for CRRC. The first draft budget reflects a 30% increase for this service. The HB Tailings Facility is driving most of the cost as for the first four years reserves were drained and now, we must pay through taxation to continue with the remediation and closure for this site.

January 20, I attended the **Joint Resource Recovery Committee** meeting. Garry Jackman is again the Chair for JRRC. The re-appointments to the Resource Recovery Plan Committee have been accepted. The Provincial Government requires this committee to be advertised and that is how the six people are selected to this committee.

RDCK staff will prepare a *Negotiated Request for Proposal* for the Central Landfill and the Creston Landfill Composting Facilities and undertake the procurement and negotiation with the proponent that offers the highest value to the RDCK which meets all required scope for less than \$3,241,992 plus GST.

Office of the Mayor  
Village of Salmo

January 21, I attended the **RDCK board meeting**. We heard a delegation from CBT about the six pillars they will work towards, which are: community well being, ecosystem enhancement, high-speed connectivity, housing, local food production & access, and support for business renewal.

The CBT is doing speed testing for interest speed until January 31, 2021. You can go to [ourtrust.org/speedtest](http://ourtrust.org/speedtest) and you can do it as many times as possible. Make your speed known.

Requests by staff have been put in for new job positions. Marketing and Communications Administration, and a Purchasing Agent, they will be put into the draft budget for the Board to discuss.

The Salmo and Defined Area G Fire Service Regulation Bylaw 2741 has been renewed and adopted by the RDCK and is paid through Service 135 – Fire Protection.

The Woodstove program is continuing and is accessed approximately 6-8 times a year.

January 22, I spoke with our new MLA Brittney Anderson by phone as internet did not allow us to connect. I brought forward how the booking for blood testing lab work is great for Salmo, but we are in need of more hours, whether that means another day of week or more time added to the time lab people are here in Salmo.

January 22 is the start of the **draft RDCK budget**.