



The Corporation of the Village of Salmo

REGULAR MEETING #02-22 MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held electronically in Salmo, B.C. on Tuesday, January 25, 2022 at 7:00 p.m.

PRESENT:

In Person:

Mayor Diana Lockwood
Councillor Jennifer Endersby
Councillor Farrell Segall
CAO Anne Williams
Members of the Public - 1

Electronically:

Councillor Jacquie Huser
Councillor Jonathon Heatlie
Members of the Public – 4
Consultants - 3

CALL TO ORDER:

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

AGENDA:

R1-02-22

Moved and seconded, the draft agenda of Regular Meeting #02-22 of Tuesday, January 25, 2022 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to include a New Business section, Bylaw Review & Development section, a Public Question Period, and an *In Camera* section.

Carried.

DELEGATIONS:

WSP Re: Salmo
Transportation Study
Findings

Consultants Erin Toop, Maria Stanborough and Andrew Anderson provided a high-level overview of the Transportation Study they conducted on the Village's behalf. The survey had a very good response, and they were pleased with the demographic surveyed as there was representation from a good cross-section of residents/potential users. The survey is available on the Village website.

Departure

The delegation left at 7:35 p.m.

NEW BUSINESS: NIL

MINUTES:

R2-02-22
REGULAR MEETING
January 11, 2022

Moved and seconded, that the draft minutes of the Regular Council Meeting #01-22 of Tuesday, January 11, 2022 be adopted as presented.

Carried.

**REFERRALS FROM
DELEGATIONS:**

NIL

**REFERRALS FROM
PRIOR MEETINGS:**

CAO Report Re:
Purchasing Policy in
Relation to Memorial
Wall

Council discussed the process used by the Cemetery Working Group to come up with their recommended design, the groups' Terms of Reference (TOR), and the Village's Purchasing Policy requirements.

Council members noted that they felt the TOR had been followed and they were delivering what was requested. Councillor Huser stated that they only developed the one idea and explained the process they used. She advised that she had all the emails relating to their decision.

Mayor Lockwood noted that there were no minutes of the meetings, which, as there were four Councillors involved with the group was a key component of a transparent process, and the agreed upon process in the TOR was not followed. Therefore, the process they used does not allow transparency.

Designs were not sought from more than one source and decisions were made by email, rather than at a meeting. There were to have been three concepts/options brought forward to Council for selection.

Mayor Lockwood requested Councillor Huser put the emails together and give them to the CAO for the next meetings' agenda package with prices and recommendations.

Councillor Heatlie suggested that next time the number of Councillors involved in a working group should be limited to two only.

**BYLAW REVIEW &
DEVELOPMENT:**

Village of Salmo Zoning
Bylaw #717, 2022 –
First Reading

The CAO noted that there were a couple of amendments to include for first reading.

Councillor Huser noted that she doesn't feel that the bylaw is there yet and would like to discuss it page by page. The CAO noted that the opportunity to provide page-by-page feedback happened last September. Mayor Lockwood noted that changes can still be made after first and second readings and that Council had had several opportunities to provide feedback, including three COTWs.

Councillor Huser also stated that she had sent an email to the CAO and the Mayor on January 5th, 2022 with eight pages of edits and concerns and requesting another COTW that she had not received a response from the Mayor or CAO. The CAO explained she had not had an opportunity to speak with the Mayor about the email and then had dropped the ball re responding. The Mayor also noted that due to a large volume of emails and some recent time spent dealing with non-council issues she had not had a chance to catch up on emails.

R3-02-22 Moved and seconded, that under section 21 (3) (a) of *Procedures Bylaw #663*, that draft version 6.0 *Village of Salmo Zoning bylaw #717, 2022* be referred to a future separate Committee of the Whole meeting for a full review.

Carried 4-1.
Mayor Lockwood recorded as opposed.

**OPERATIONAL
REPORTS:**

R4-02-22 Moved and seconded, that Council receive for information the written
CIVIC WORKS report provided by Civic Works Foreman Fred Paton for the period of November 19, 2021 to January 20, 2022 (see *Appendix A*).

Carried.

R5-02-22 Moved and seconded, that Council receive for information the written
FIRE DEPARTMENT report dated January 1, 2022 provided by Fire Chief David Hearn for the period of November and December 2021 (see *Appendix A*).

Carried.

R6-02-22 Moved and seconded, that Council receive for information the written
BYLAW ENFORCEMENT report on bylaw enforcement for the period of November and December 2021 (see *Appendix A*).

Carried.

R7-02-22 Moved and seconded, that Council receive for information the written
ADMINISTRATION report as presented by CAO Williams (see *Appendix A*).

Carried.

STRATEGIC PLAN: NIL

FINANCIAL REPORTS:

R8-02-22 Moved and seconded, that Council receive for information the list of
ACCOUNTS PAYABLE accounts payable cheques and electronic fund transfers from January 7, 2022 to January 20, 2022 totaling \$118,413.41.

Carried.

R9-02-22 Moved and seconded, that Council receive for information the
TREASURER'S REPORT Treasurer's Report for December 2021.

Carried.

**CORRESPONDENCE
REQUIRING A COUNCIL
DECISION:**

R10-02-22 Moved and seconded, that Council approve the grant-in-aid request of
Grant-in-Aid Request: \$300 by the Kootenay Planeteers Recycling Society to assist with the
Kootenay Planeteers costs of Litter Education and Wildfire Prevention campaign for the
Recycling Society - #04 2022 year.

Carried.

R11-02-22
Grant-in-Aid Request:
Salmo Community
Resource Society - #05

Moved and seconded, that Council approve the grant-in-aid request of \$300 by the Salmo Community Resource Society to assist with costs for the Early Year's Children's Fairs.

Carried.

R12-02-22
Grant-in-Aid Request:
Salmo & District Arts
Council - #06

Moved and seconded, that Council approve the grant-in-aid request of \$300 by the Salmo & District Arts Council to assist with the cost to build a 16 x 16 structure for a large snow sculpture.

Carried.

R13-02-22
Grant-in-Aid Request:
Salmo & District Arts
Council - #06

Moved and seconded, that Council approve the grant-in-aid labour request by the Salmo & District Arts Council to fill in the mold.

Carried.

R14-02-22
Grant-in-Aid Request:
Salmo Valley Youth &
Community Centre -
#07

Moved and seconded, that Council approve the grant-in-aid request of \$300 by the Salmo Valley Youth & Community Centre to assist with the maintenance cost of the snow fort behind the youth centre.

Defeated 1-4.
Recorded as opposed: Mayor Lockwood, Councillors Endersby, Heatlie & Huser.

MOTION TO EXTEND:
R15-02-22

Moved and seconded, that the meeting be extended for another 30 minutes.

Carried.

Departure

Mayor Lockwood recused herself at 9:27 p.m. due to being a Lions member.

R16-02-22
Salmo Lions Club
Request Re:
Springboard Park
Project - #08

Moved and seconded, that Council approve the request of the Salmo Lions Club to place a few benches and/or picnic tables in Springboard Park along with botanical description markers.

Carried.

Councillor Heatlie stated that this is a great initiative/program, and a great direction to move in.

Return

Mayor Lockwood returned at 9:30 p.m.

**CORRESPONDENCE FOR
INFORMATION ONLY:** NIL

**MEMBER REPORTS &
INQUIRIES:**

COUNCILLOR ENDERSBY Councillor Endersby had nothing to report.

COUNCILLOR HEATLIE Councillor Heatlie had nothing to report.

COUNCILLOR HUSER See *Appendix B*.

COUNCILLOR SEGALL See *Appendix B*.

MAYOR LOCKWOOD See *Appendix B*.

R17-02-22
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:

No questions were asked.

Members of the public departed the meeting at 9:34 p.m.

IN CAMERA RESOLUTION:
R18-02-22
9:35 p.m.

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

RISE & REPORT:
R19-02-22
10:31 p.m.

Moved and seconded, that Council report the following from their in camera session:

Mayor Lockwood has requested that each Councillor provide their feedback on the Zoning Bylaw by email to the CAO as follows:

- Friday, January 28th – pages 1-31
- Friday, February 4th – pages 32-45
- Friday, February 11th – pages 46-74

Each Councillor will provide their feedback only to the CAO, not all of Council. The CAO will compile it with a view to having a COTW to discuss it sometime after February 11th.

Carried.

ADJOURNMENT:
R20-02-22

Moved and seconded, that the meeting be adjourned at 10:32 p.m. Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, January 25, 2022.

Originally Signed By:

Diana Lockwood

Mayor

Anne Williams

Chief Administrative Officer

APPENDIX A



Civic Works Foreman Report Period November 19th, 2021– January 20th, 2022

January 25th, 2022, Regular Council Meeting #02-22

Equipment Repairs & Maintenance

IH Snowplow truck

- Painted truck.
- Installed sander.
- Installed new cutting blade.
- Installed new hydraulic hoses on blade.
- Repaired belly blade.
- Installed snow deflector on blade.

Misc. Equipment

- Completed maintenance schedules for all vehicles.
- Regularly sanitized machines & equipment per COVID-19 protocols.
- Painted snow blade.
- Annual commercial inspections completed on all required vehicles.
- Washed all fleet vehicles. (W)¹

Trackless

- Troubleshoot leak.
- Repaired latch.
- Repaired cylinders.
- Greased machine and blade.
- Repaired fuel pump.

Loaders

- Repaired flasher
- Greased machine and blade.
- Repaired arm rest.
- Repaired oil line.
- Installed new rubbers on snow blade.
- Installed new corner bits on snow blade.
- Installed solenoids on snow blade.

Excavator

- Replaced battery terminals.

Village Maintenance

- Removed snow off all Village streets, sidewalks and alleys.
- Moved snow piles to off street locations.
- Filled sanders.
- Plowed snow at recycle depot.
- Sanded Village streets and sidewalks.
- Removed garbage from community cans (W)
- Repaired street signs.
- Filled in potholes.
- Rearranged fleet for winter season.
- Dug 1 grave to prep for internment.
- Completed cemetery checks before winter.
- Coordinated with electrical inspector at SVYCC.
- CW Shop Maintenance.
- General Civic Works shop cleanup. (W)
- Shoveled CW Shop roof after heavy snow load.
- Coordinated with Fortis regarding upcoming scheduled power outage.
- Refilled doggi-pot bags as needed.
- Picked up supplies for shop from Castlegar.
- Deceased animal removal from roadway.
- Hung Christmas lights at the office.
- Dropped off recycling.
- General pit clean-up.
- Ran test on Fire Dept generator.
- Coordinated with fire system inspector at SVYCC.

¹ (W) = Weekend – If a daily activity, it is now being done 7 days a week.

Water

- Routine weekly samples are being sent in and have all come back well within parameters.
- Completed 3 water shut offs/turn-ons.
- Daily recording of lift numbers at wells. (W)
- Completed monthly maintenance checks on wells.
- Completed monthly generator maintenance. (W)
- Completed dead end blow offs.
- Picked up supplies in Castlegar.
- Switched over wells.
- Monitored reservoir system overnight during extended power outage.
- Pulled, repaired and reinstalled Glendale pump due to pump motor failure. (See CAO's report)
- Completed a blow off for the Glendale Well after repairs.
- Coordinated with contractors regarding annual well inspections.
- Coordinated with contractors regarding annual electrical inspections at wells.

Waste Water

- Completed daily checks & tests. (W)
- Collected and send in BOD & VOS samples.
- Picked-up supplies for the WWTP in Castlegar.
- Pumped out underground chamber. (W)
- Cleaned lift station. (W)
- Cleaned the sludge pipe. (W)
- Cleaned and cleared RAS chamber. (W)
- Wasted the RAS daily. (W)
- Cleaned RAS box. (W)
- Cleaned skid exterior and deck.
- Cleaned screen from screen room. (W)
- Cleaned the aerators.
- Put Actizyme in lift station weekly.
- Removed solids from reaction chamber. (W)
- Ran generator and did maintenance checks.
- Ran tests and exercise trans switch at WWTP.
- Unclogged the pipes coming out of the splitter.
- Checked manhole for plugging issues. (W)
- Installed heat tape for sludge lines.
- Installed heat tape for pipe in effluent manhole.
- Constructed crane supports.
- Installed new wipers on sludge press.
- Co-ordinated, worked with and followed up with contractors on projects including:
 - Blower & Diffuser
 - Drycake
 - Clarifier
 - Aerators
- Ran the skid for the WWTP. (W)
- Ran the press for the WWTP. (W)
- Cleaned headworks screen. (W)
- Cleaned headworks sludge press. (W)
- Emptied waste bin and relined. (W)
- Flushed out effluent manhole. (W)
- Cleaned and filled poly tank. (W)
- Cleaned effluent and splitter box. (W)
- Cleaned both weirs. (W)
- Cleaned out collection trough. (W)
- Cleaned the reactor portion of the poly and sludge tank. (W)
- Switched RI Basins.
- DO Monitoring of second racetrack. (W)
- Greased sludge press. (W)
- Drained compressor. (W)
- Cleaned sludge building floors & walls. (W)
- Cleaned dosage pump valves. (W)
- Cleaned reactor chamber. (W)
- General cleanup around WWTP. (W)
- Checked generator batteries. (W)
- Repaired WWTP battery charger.
- Cleaned up and stored hoses for winter.
- Shovelled out snow around WWTP.

Parks & Campground

- KP Campground closed for the season.
- KP washrooms closed for the season.

Civic Works Administration

- Records management.
- Prepared and collected daily staff reports.
- Updated services cards.
- Updated daily tracking in excel spreadsheets.
- Gathered information for CAO.
- Meet with engineers regarding potential residential developments.
- Ordered supplies for shop.
- Attended zoom webinar regarding hazardous trees.
- Prepared Civic Works report for Council.

Community Appearance

- 0 Incidents of theft and/or vandalism since last report.

Originally Signed by: Fred Paton

Fred Paton
Civic Works Foreman

UPCOMING EVENTS
Nothing to report at this time.



Fire Chief's Report: Jan. 01, 2022

Regular Council Meeting #02-22

Since the last report on November 1st, 2021 the Salmo Fire Department responded to 11 calls:

7 Jaws Calls 3 Lift Assists 1 Report of a Wildland Fire

DESCRIPTION

November was fairly busy for our fire department, but much quieter in December.

In November we responded to a motor vehicle incident where the vehicle was 50 feet down over a steep rocky embankment. Our crews responded with members of the Ymir Fire Department to the scene. Ymir members handled the traffic control while our members set up a rope rescue system to safely bring the injured patient up to the waiting ambulance.

Also in November we responded to a single vehicle incident where the lone occupant of the vehicle was ejected from the car. Our members were able to quickly work with ambulance personal in getting the injured person packaged and into the ambulance.

Misc.

Attendance numbers at fire practices is remaining fairly high, even with the Covid protocols of having to wear masks when in the hall, or in the trucks. We are waiting to see how the new variant will affect us.

With the remainder of our budget money we purchased fire gloves and balaclavas for all our members. We also purchased a new multi gas detector, a battery for our defibrillator, fire hose, forest fire equipment and two rope rescue brake devices (these will make our rope rescue calls quicker and easier to set up).

As a result of our annual fire truck inspections, new tires had to be purchased for our tender.

Originally Signed By:

David Hearn, Fire Chief

FILE 7380-20



Bylaw Officer's Report: November 1, 2021 to December 31, 2021

Regular Council Meeting #02-22

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
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None

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Unsanitary	2	<ul style="list-style-type: none">• The Bylaw Officer spoke to one (1) resident because of a large compost pile on the laneway. The resident confirmed he would be moving it. Will follow-up to ensure compliance.• The Bylaw Officer hand delivered a letter to one (1) resident regarding the unsightly condition of the property. Compliance achieved.
Traffic/Snow Removal	29	<ul style="list-style-type: none">• Seven (7) notices were given out requesting that the owners move their vehicles and trailers off the boulevard because they are hindering snow plowing. Compliance achieved in all situations except one. Civic Works determined that the one had moved the trailers far enough back that it would not impede snow plowing.• The Bylaw Officer attended one (1) residence as the owner was placing snow from her property onto the Village road. The Bylaw Officer spoke to the owner and the owner called the office to clarify. Compliance achieved.• Twenty-one (21) notices were hand delivered by the Bylaw Officer to businesses reminding them of the snowplow policy.
Dog	2	<ul style="list-style-type: none">• One (1) notice was given to a resident because their two dogs are frequently at large and charging at people as they walk by. Will follow-up to ensure compliance.• One (1) incident where a large dog that was at large attacked a small dog. RCMP attended the residence. No action required.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer

Originally signed and approved by:

Anne Williams, Chief Administrative Officer



The Corporation of the Village of Salmo

REPORT TO COUNCIL

REPORTING PERIOD: November 19, 2021 to January 20, 2022

SUBMITTED BY: Anne Williams, Chief Administrative Officer

1) Grants:

Transportation Study – The online (and paper) Transportation Survey closed December 9th with response rate of over 10%, which is an excellent return rate for surveys. Concurrent with the residential survey the consultants interviewed/surveyed local businesses in Salmo, Trail, Nelson and Castlegar as well as educational providers and others, such as the RDCK and BC Transit. On December 2nd, lead consultant Erin Toop visited Salmo and did a presentation at the high school and had the students complete surveys. She also visited and spoke with Salmo businesses.

The Final Memo from the consultants is now available to Council and will be posted online after the January 25th meeting. Lead consultant, Erin Toop, will present the report at the meeting.

Mining Equipment Project – The Chamber was able to place a couple more pieces before snow and rain brought things to a halt. Signage has been delayed due to a materials shortage at the printers. We asked the CBT for, and received, an extension to June 30, 2022. The remaining work includes placing the final pieces and the signage, creating the pathways, lighting and landscaping.

Asset Management Planning – On hold while the Zoning Bylaw is in progress. However, I am still looking for an active grant stream that would fund our Asset Management plan. FCM has an asset management funding stream, but the application process is quite involved, requires a lot of information and takes months to work through FCM's vetting process. Therefore, I am seeking initial funding from another source to pull our information together to apply to FCM or another source.

Age-Friendly grant from UBCM – The Final Report for the 2020-2021 Age Friendly Program run by Community Services Seniors Coordinator, Helen Oldershaw, was submitted to UBCM on December 20th. The Village sponsors this grant, but all the work is done by Community Services. A copy of the report is attached as Appendix A to this report. They did an amazing job of adapting programs to the digital age and reaching out to seniors during the pandemic.

2) Bylaws:

Zoning (Land-Use) Bylaw: Three COTW's were held over November and December so Council could discuss and agree on the remaining key changes and additions from the current bylaw. Feedback was incorporated into the draft being brought forward for first reading on January 25, 2022. Further discussion will take place between the first and second readings. Property owners whose zoning may be changed will be notified of the

proposed change(s) and asked for their feedback. The draft will be made available on the website for viewing, and comments can be sent to the office. A public hearing will be held on a date to be determined. The draft brought forward for the second reading will incorporate public and any further Council input.

3) Bylaw Enforcement:

I continue to work with staff, the Building Inspector and the Bylaw Enforcement Officer to address issues with property owners regarding building structures that don't comply with the Village's bylaws, particularly unsightly premises.

4) Building Projects: The new generator housing for the Glendale well, except for the fence, is complete and waiting for the new generator to arrive. The fence goes up when the generator is in, which will be sometime in late spring.

5) Cannabis Store Applications

There are two applications for cannabis stores in Salmo underway with the Liquor and Cannabis Regulation Branch (LCRB). Both are in the zone designated for retail cannabis outlets. Council's resolution in support of the one at 409a Railway was passed at the December 14th, 2021 meeting and 223 was passed at the January 11th meeting. 409a is expected to open in February.

6) Shop Roof

On January 16th the shop roof began to collapse due to the weight of the snow. Fred was able to rally our team and friends/volunteers from the community. A total of 14 men were able to clear, and thus save, the roof.

There has never been a snow load issue with the roof before.

An insurance claim has been started as it is sagging and repairs are needed. The adjuster has been out, a contractor assigned by the insurance company, and an engineer has done a damage assessment. We are waiting on his engineering report. We do know that three to five trusses snapped. For some reason the trusses run opposite to the normal layout, and, due to their size, are pieced together. They snapped at the joints. Deductible is \$10K.

7) Snow Plowing & Snow Plowing Equipment

For a short period of time, we were down two large snowplowing vehicles. The new loader/plow sprung a spring bracket and something else. We were able to use it as a loader and the replacement plow parts arrived on time. It has been back in service as a plow since December 20th. Unfortunately, the plow truck is not so lucky. It hit a curb and damaged the blade and a wheel well and frame. It is currently in Cranbrook waiting for an assessment to see if it is repairable or not. The pivot pin on the trackless (used for the sidewalks) blade also broke but is now fixed.

The crew worked very hard with the remaining two old vehicles (which are not very efficient) and the loader. A truck was rented from Sutco for the short term. Due to the amount of snow we also called in a local contractor to assist as we have been down one operator due to an injury. He is expected back soon.

We have received many compliments on the efficiency of our Civic Works team at snow clearing.

8) Dike Management

While we thought that doing this year's dike work project was a no-go, FLNRO suddenly advised that they and DFO have come to an agreement on the work and if a window of opportunity opens before freshet, they will allow the village to proceed with the dike work at the top of 9th Street. Approval letters for the work were received December 17th so we are good to go if conditions permit. Work must be completed by April 30, 2022.

We have advised 9th Street residents that there may be a possibility of dike work happening in February, March or April, water levels, snow and weather permitting.

Work on the plan and application for work at the other end of 9th Street to relace and/or repair a section of the dike (where the structure is now leaning in towards the water) will begin in February with the view to doing that work during the summer 'fish window', budget and ministry approvals permitting.

9) Glendale Pump Station

The Glendale well experienced a pump failure on Dec 17th. This was despite the fact that it is a new pump that had run well for a year and gave no warning signs of failure. The issue is extremely frustrating to staff and the pump and controls contractors. The pump was pulled by crane on December 22nd. It was determined that a wire had been rubbing against a casing and shorted out the motor. The spare pump was installed, and the system was back-up and running the same day. The pump has been repaired and is now the spare.

Martek advised that the village of Fernie has switched from a 60hp pump to a 75hp one and have had much less trouble with it. Staff are looking into costs and researching the 75hp option. Our control systems person and Martek continue to look into the issue of pump failure. It is a problem for a couple of other small systems as well and thought to have been solved. The wire rubbing is not a normal issue though, so it could be that we are already on track.

10) Staff Accomplishments

Denny Hleucka has taken and passed the Level II Waste Water Treatment Operator exam. The Village is now officially and finally in compliance with the Ministry of Health's requirement to have a Level II Operator for our Level II Waste Water Treatment Plant (WWTP). The Village has never had a Level II Operator on staff and the EOCP, who monitor staffing and plant operating levels for the province, have been very patient with us as Denny worked to fulfill the 5,400 work hours (3 years) requirement in the WWTP for the Level II qualification. In a small village like Salmo, fulfilling the work requirement hours actually takes considerably longer than normal as multi-tasking system operators can only count the hours directly spent on operating a WWTP or the water system for operator tickets. The final education module and exams cannot be taken for each qualification level and ticket until the work requirement is fulfilled.

Jessica Ellis has taken and passed the Approving Officer course. This is for building and will enable her to better review and assess building and subdivision plans for compliance with Village bylaws and provincial regulations. She will of course be working closely with the Building Inspector.

APPENDIX A – 2021 AGE FRIENDLY REPORT



Age-friendly Communities
2020 Final Report Form for Stream 2
Age-friendly Projects

Please complete and return this form **within 30 days of project completion**. All questions are required to be answered by typing directly into this form. If you have any questions, contact lgps@ubcm.ca or (250) 952-9177.

SECTION 1: Applicant Information	AP - <i>(for administrative use only)</i>
Name of Local Government: Village of Salmo	Date of Report: December 15, 2021
Contact Person: Helen Oldershaw	Position: Seniors Coordinator
Phone: 250.357.2277 ext 202	E-mail: helen@scrs.ca

SECTION 2: Project Information								
<p>1. Project Information</p> <p>A. Project Title: Intergenerational Approach to Ageing</p> <p>B. Project start and end dates. Start: April 1, 2020 End: Nov 30, 2021</p> <p>C. Total project cost: \$15,000.00</p> <p>D. Did you receive funding for this project from any other sources? No</p>								
<p>2. Focus Area(s). Please indicate which age-friendly components were the primary focus of the completed project:</p> <table border="0"> <tr> <td><input checked="" type="checkbox"/> Outdoor spaces and buildings</td> <td><input checked="" type="checkbox"/> Social well-being and participation</td> </tr> <tr> <td><input type="checkbox"/> Transportation (including traffic safety)</td> <td><input checked="" type="checkbox"/> Communications and information</td> </tr> <tr> <td><input type="checkbox"/> Housing</td> <td><input type="checkbox"/> Community engagement and employment</td> </tr> <tr> <td><input checked="" type="checkbox"/> Respect and social inclusion</td> <td><input checked="" type="checkbox"/> Community support and health and wellness services</td> </tr> </table>	<input checked="" type="checkbox"/> Outdoor spaces and buildings	<input checked="" type="checkbox"/> Social well-being and participation	<input type="checkbox"/> Transportation (including traffic safety)	<input checked="" type="checkbox"/> Communications and information	<input type="checkbox"/> Housing	<input type="checkbox"/> Community engagement and employment	<input checked="" type="checkbox"/> Respect and social inclusion	<input checked="" type="checkbox"/> Community support and health and wellness services
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<input type="checkbox"/> Housing	<input type="checkbox"/> Community engagement and employment							
<input checked="" type="checkbox"/> Respect and social inclusion	<input checked="" type="checkbox"/> Community support and health and wellness services							
<p>3. Brief Summary of Activities. Please provide a summary of the specific activities that were undertaken including main accomplishments, promising practices, and lessons learned.</p> <p>Outdoor Spaces and Buildings</p> <p>Create signage for Seniors Playbox an Age Friendly initiative to get Seniors participating in outdoor activities. Signage was created and helped seniors to organize games of bocci and croquet in safe groups. We were able to utilize safety protocols to keep games going throughout the warmer weather, however outdoor activities were hampered during August due to air quality from the BC Wild Fires. Salmo seniors have gained much from this as we have created a community asset that will be utilized in years to come.</p> <p>Support the Salmo Senior's ATV Group to engage seniors interested in becoming involved in ATV rides but do not have the monetary means or physical ability to ride on their own. In early</p>								

July 2021 we were able to accommodate a small group of seniors on a ride to see Salmo from a vantage point. This program was greatly affected by both COVID-19 and air quality due to fires in the area.

Respect and Inclusion

We worked with the Salmo High School and recorded stories from the seniors on local history. These stories are to be placed in antiquated telephones around the community. One important lesson learned was that we need to keep the work to school year timing as we had some unanticipated difficulties with working with students over the summer holidays. This impacted our ability to create a video, however, 11 seniors contributed recordings of 20 local historical accounts that will be placed on 3 community phones.

A pen pal program that had 26 seniors writing to students in grade 4 and 5 has been very successful. Impact statements from seniors receiving these letters during COVID have been so positive that the elementary school will be continuing on with this program for the remainder of the year.

We engaged with our youth to have better knowledge of adult abuse and neglect; during the months of November and December 2020, and May and June 2021, 140 students (aged 3 to 15) helped create Christmas/Spring gifts and cards for over 270 seniors. They were delivered with a BC CRN hotmeal program. Partnering with local associations has been an essential piece of enhancing programming to be more robust.

Social Participation

Carpenter Bowling had to be cancelled due to COVID, however we pivoted and with UBCM permission, we helped put together other forms of social participation with physical fitness: including golf, aquasize, outdoor croquet and bocci, Fall and Winter indoor walking groups, snowshoe/hiking, and a savvy senior fitness program. Our active seniors were very appreciative of safe fitness venues and by partnering with our local recreation groups we were able to utilize their safe protocols for all of our activities.

A weekly Zoom coffee group replaced our in person coffee groups. We had a core group of 17 seniors in this group, however, on average each week we had 8-10 participants. The group was instrumental in deciding on conversation topics or activities they wanted to have. During these self-directed meetings we learned felting, waterpainting, gardening, cooking, and so much more. In total we ran this 1.5 hour program for 35 weeks and it has become an unanticipated success that developed due to the pandemic. Another surprise of this group was the friendships created within a diverse socio-economic group. This program has found alternative funding to keep it as an ongoing project with seniors running the zoom meeting moving forward.

Communications and Information

We implemented a Zoom training program that led to our Zoom Coffee Group. We helped 18 local seniors get their Representation Agreements in order and did a workshop on Advanced Care Planning. We published information to seniors regarding physical safety, scam prevention, local activities, COVID-19/Vaccination updates, etc. through FaceBook (average of 30 posts per month), posters (for every project at 10 local bulletin boards), and our local newsletter (once per month). A valuable lesson we learned during this pandemic was to pivot. We found that for the first 8 - 10 months of COVID we felt immobilized because we didn't want to continue planning events only to cancel them. Once we recognized that we could still provide supports for our seniors using Zoom and other technologies, we rebounded quite quickly.

We ran an independent Zoom group for 8 weeks called Nutrition on a Budget. This group learned how to utilize beans and legumes as a protein replacement. We discussed issues such as dietary and physical changes as we age, how to bulk shop with friends to help lower costs, how nutrition feeds our continued good health, etc. We created healthy recipes, purchased groceries and cooked together over the 1.5 hour zoom workshop. This program was not only

educational, it allowed the participants to experiment without an associated cost. 85% of the participants said that they would cook the meals again.

Please note responses in this section may be shared publicly as part of a summary of funded projects.

4. Program Goals & Objectives. Please outline how the completed project met the goals of Stream 2 of the 2020 Age-friendly Communities grant program? How did, or will, this make your community more age-friendly?

The 2020 Age Friendly grant was one in which we had to learn to pivot direction many times to work with on-going changes due to both the pandemic and climate change. Working with seniors was especially challenging as these unanticipated changes placed an already vulnerable population at greater risk of isolation and anxiety. Although we faced challenges, ultimately we did manage to meet the goals of our age friendly grant:

1. Improvement of physical and mental well-being through education, fitness and social participation. We created many opportunities for seniors to take part in recreation, including, golf, hiking, walking groups, aquasize, outdoor games such as bocci and croquet, snowshoing, and we encouraged seniors to use these group activities as a healthy source of social participation.
2. Connect seniors with history, heritage, culture and community. We recorded 20 stories from 10 seniors regarding local history that will be placed on three Community Poetry phones. These stories will now be held in trust within our local museum to be used with exhibits.
3. Help seniors recognize and realize their own personal legacy to the community through storytelling. We encouraged a senior historian to finish a project regarding her experiences growing up in Salmo. A copy of this will be kept with our local library, and a previous manuscript on her family has been photocopied and given to our local elementary and high school as a resource in their library.
4. Increase social contact and participation to decrease isolation. Through Zoom we have managed to open an unanticipated option for social interaction during the pandemic. We also took advantage of times when we could socially distance safely with fitness groups. We supported one senior with donated wool to make baby/toddler blankets for community members; and provided baking materials to two seniors interested in baking for other seniors. Both blankets and cookies; the blankets were distributed by senior volunteers to a local baby group program and the cookies to our Salmo Food Security program that distributed the cookies/loaves with their soup program to vulnerable adults in our community (90% are seniors).
5. Improve seniors health through a greater understanding of nutrition and exercise and the role it plays in the prevention of chronic illness. Through a zoom cooking group our seniors learned some new cooking methods, they opened up to culturally different cooking styles and were able to do this with no associated costs other than their time. They were pleasantly surprised how delightful somosas were and recognized that they were similar but different than perogies (a traditional Doukhabor style dumpling). Participants opened up dialogue about much more than the food we were discussing which encouraged tolerance, differences of culture and diversity. They were happy to share these recipes with children, grandchildren and friends.
6. Create workshops that increase awareness of adult abuse, neglect and self harm. Through our Zoom Coffee Group we had open discussions regarding awareness of abuse and neglect. The group was self directing and was always open to learning of different scams being perpetrated towards seniors, a gatekeeper program that educates us on recognizing the signs of abuse, and information on Representation Agreements/Wills and Estates/Power of Attorney etc. Encouraging our seniors also encouraged their families to consider this for themselves as well.

7. Improve intergenerational relations through scheduled regular collaborations of seniors and students. This program was affected by the pandemic as seniors were most vulnerable and the first to be vaccinated while students were least vulnerable and last to be vaccinated. However, through a pen pal program we were able to reach out to interested seniors to write to grades 4 and 5 students. This program enhanced our Age-friendly community by pairing seniors to youth that allowed for intergenerational dialogue. We also had 5 Salmo teachers involve their students in making encouraging cards and delightful crafts to give to seniors when they received hot cooked meals in December and June. With these events, we gave information on adult abuse, self abuse and neglect to both the seniors and the students. This information will help to educate and close some gaps across our generations.

5. **List of Key Project Dates, Outcomes, & Deliverables.** Please describe the specific deliverables from the completed project. What did your project achieve?

April - June 2020 - Pen pals created an outlet for seniors to have connection during the beginning of the pandemic when there was much fear and isolation.

June 2020 - Golf was the first fitness opportunity for seniors to enjoy. We were able to help get a local group of seniors to get back to golf.

December 2020 - Seniors hotmeal delivery. Students created gifts and cards for seniors.

August 2020 - Aquafit - seniors were allowed to join with safety protocols in place.

August 2020 - Bocci and Croquet

Sept 2020 - June 2021 Pen pals began for the new school year

November 2020 - April 2021 - Savvy Seniors Fitness - got seniors out to join with peers and keep fit.

December - March 2021 - Indoor Walking Group stay safe from falls, keep warm and dry and get some exercise.

February 2021 - Zoom and technology workshops to teach seniors how to use various communication technologies

March 2021 - Snowshoing with seniors

April 2021 - November 2021 - Zoom Coffee Group, connection, education, crafting and skill teaching

April 2021 - October 2021 - storytelling recordings

June 2021 - Seniors hotmeal delivery. Student created gifts and cards for seniors

July 2021 - Senior ATV ride - organized a senior ride

July 2021 - August 2021 - Bocci and croquet outdoors

July 2021 - August 2021 - Aquafit

July - August - Nutrition on a budget workshop

September 2021 - Savvy Seniors - for vaccinated only

6. **Community Partners & Participation by Seniors.** Please list all project partners, including how each contributed to the completed project.

Nelson Elder Services, Interior Health – participated in a Seniors Awareness article in the Pennywise June edition, provided information and support, and facilitated a workshop on advanced care planning.

Salmo Community Resource Society (SCRS) – administrated the Age-friendly Grant, offered valuable mentoring and advice, rendered financial services, printing, office space, bridged services and connected resources. Participated in the Seniors Wellness Committee.

Columbia Basin Alliance for Literacy (CBAL) – helped with organization of educational components such as Zoom workshop and tech support trainings. Participated in the Seniors Wellness Committee.

Salmo Valley Public Library (SVPL) – continued help with organization of tax preparation and representation agreements by providing space and technical support. Maintains a Senior bulletin board inside and outside their location.

Salmo Food Bank – helped provide food and beverage for events including the Seniors Dinners.

Police Based Victim Services – participated in the Seniors Wellness Committee.

Community Paramedics (Interior Health) – were instrumental in getting information of upcoming events to isolated seniors, volunteered a ton!, and participated on the Seniors Wellness Committee. Delivered meals to isolated seniors and were crucial in supporting and addressing our most vulnerable seniors.

Salmo Secondary School – provided student time to help with storytelling project.

Salmo Villa – provided space for advertising space events.

Salmo Valley Estates (SVE) – provided advertising space for events.

Salmo Pharmacy – provided advertising space for events.

Salmo Cable – provided advertising for events.

Salmo Chamber of Commerce – provided advertising and support, member of the Salmo Wellness Committee.

Salmo Foods – provided advertising and support.

British Columbia Community Resource Network (BC CRN) – Salmo CRN collaborated to bring awareness to Elder Abuse with the Senior Awareness Fair, helped provide information for Senior Dinners, and Seniors coffee group.

Salmo Recreation Commission #7 – coordinated and instructed programs.

Salmo Valley Youth and Community Centre (SVYCC) – provided space, coordinated and promoted programs.

Salmo Wellness (Interior Health) – directed services and promoted programs.

Salmo Volunteer Drivers – assisted seniors with drives to appointments, events and shopping centres.

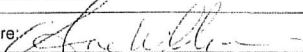
Please include how you worked with your regional Health Authority office and, if applicable, the support and/or services you received from BC Healthy Communities Society (BCHC).

N/A

Please describe any direct participation by seniors in the completed project.

Senior Volunteers have helped in all of our project deliverables. Our seniors are involved in all aspects of our events from planning to implementation. Without them, these events would be impossible to run.

<p>7. Measurements Used to Assess Outcomes. What tools were used to evaluate the project? How will this information be used?</p> <p>Our senior's health and wellness committee helped to ensure success. We met twice, once at the beginning of the grant to ensure that we were on track to meet the activities and programs of the grant, and once again at the end of the year to measure our success. We managed to hit all of our targets with varying amounts of success. Through this we looked for gaps in services, worked to improve our strengths and recognize weakness and made decisions for future Age-friendly grants.</p> <p>We supplied a survey at our first and our last zoom coffee group. We were able to ascertain that seniors enjoy the event for three main reasons, good company, good food, and a chance to get out (in that order).</p> <p>We surveyed a number of our events – Zoom group, Craft workshops, outdoor Bocci and Croquet, Nutrition Workshops, and fitness programs. Feedback from the surveys showed that seniors were enjoying events, and desperately in need of continued support due to COVID-19. There was overwhelming loneliness and isolation caused by this pandemic. 90% of seniors spoke of feeling down or depressed over the pandemic and the heat dome which affected them grievously due to increased isolation, fear of impending wildfires, excessive heat, and poor air quality.</p>
<p>8. Impact on Local Government. Please list any policies, practices, plan, or local government documents that were developed or amended as a result of the completed project.</p> <p>Village of Salmo, Mayor, Diana Lockwood was an active member and proud supporter of our Seniors Wellness Committee.</p>
<p>9. Impact on Seniors. To what extent did, or will, the completed project directly impact seniors in the community?</p> <p>Our community has been deeply impacted by our current environmental and health crises. The age friendly community grant was instrumental in helping our most vulnerable seniors traverse these difficult times. The largest impact for seniors was met with the funding to provide meaningful, positive messaging through online resources. A large part of our media was through our FaceBook page SalmoSeniors where we could update on Public Health Authority rules and protocols and vaccination information including the BC Vaccine Passports. We also shared joy with the seniors by introducing art awareness and poetry posts.</p> <p>Additional positive impacts were gained by partnering with the BC CRN to provide information and a warm meal. The seniors were so delighted to receive handmade crafts and cards from students. Many seniors faced and some still face isolation, they enjoyed receiving gifts and messages of hope, and the children; many of whom miss their own grandparents in isolation, enjoyed making them whilst they gained a little understanding of what it means to age.</p> <p>A notable impact on seniors was their ability to adapt to change once again and learn how to utilize technology to improve their situation. Many seniors turned to video-calling to keep in contact with their family. We were able to work with Columbia Basin Alliance for Literacy and provide excellent technical advice and workshops regarding online communications.</p>
<p>10. Explanation on How Outcomes will be Sustained. How will the outcomes of the completed planning activities be sustained by the local government? (eg. confirmation of additional funding, commitment by local government or other organizations, etc.)</p> <p>SCRS seniors coordinator has committed to continuing the Zoom Coffee group with funding from the BC CRN and the Salmo Valley Fund.</p>

<p>Pen pal program will continue to run with Salmo Elementary School funding for the remainder of the school year.</p> <p>SCRS seniors coordinator and Salmo Rec have committed to further funding Savvy Seniors and Seniors Dinners with RDCK discretionary funds</p> <p>CBAL will continue with funding Tech Learning Place to continue to teach and upgrade seniors knowledge regarding technology.</p> <p>The Legion Branch 217 has committed to offering seniors space for carpet bowling, darts, and other games.</p>							
<p>11. Additional Comments. Please use this space to add any additional comments.</p> <p>A serious gap in our community is senior advocacy. Helping seniors with taxes has been ongoing since 2019 when Age Friendly partnered with the Salmo Library, however, there is no one available on an ongoing basis to help seniors with traversing online applications and appeals, housing/tenancy issues, and general advocacy for ongoing programming for seniors health and welfare. Elizabeth McKenzie's office has released a report stating that the COVID-19 pandemic has revealed gaps in senior services across the province, a good place to start would be advocacy for senior needs.</p> <p>Photos of activities sent in by seniors have very few photos of the seniors themselves as almost all activities were done over Zoom. This was a disappointing outcome. I have tried to share many of the examples of our Zoom coffee group activities and our Nutrition on a budget activities.</p>							
<p>12. Sharing Tools & Resources. All final reports will be shared with the Ministry of Health and BC Healthy Communities Society. In order to help other local governments learn from your experience, are you willing to:</p> <p><input type="checkbox"/> Write a short article about your project for the UBCM newsletter?</p> <p><input type="checkbox"/> Present your project at UBCM's Convention or other event?</p> <p><input checked="" type="checkbox"/> Share this final report on the UBCM website or with other local governments or organizations interested in age-friendly communities?</p>							
<p>SECTION 3: Required Attachments</p> <table border="1"> <thead> <tr> <th>Required</th> <th>Optional</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> Financial summary.</td> <td><input checked="" type="checkbox"/> Photos of the project;</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Media clippings.</td> </tr> </tbody> </table>		Required	Optional	<input checked="" type="checkbox"/> Financial summary.	<input checked="" type="checkbox"/> Photos of the project;		<input type="checkbox"/> Media clippings.
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	<input type="checkbox"/> Media clippings.						
<p>CERTIFICATION OF COSTS</p> <p>To be signed by the local government Chief Financial Officer.</p> <p>I certify that the costs identified in the attached financial summary: (1) have been incurred and paid; (2) are attributable to the project; (3) are eligible; and (4) are net of tax and any other rebates.</p> <p>In addition, for final claims, I certify that: (1) the project is complete; (2) all revenues generated from the project have been declared; and (3) all eligible portions of all other grant contributions for the project have been declared.</p>							
Name: Anne Williams,	Title: CAO, Village of Salmo						
Signature: 	Date: December 20, 2021						

APPENDIX B



THE CORPORATION OF THE VILLAGE OF SALMO REPORT FROM COUNCIL

COUNCILLOR HUSER

Council Report for Council Meeting held on January 25, 2022.

PORTFOLIOS

Salmo Valley Youth & Community Centre: Nothing to report.

Parks: Awaiting discussion on the KP Park Concession building.

Cemetery Working Group: Awaiting decision of Council on the design and costs.

Civic Works: They had a couple of incidents over the last couple of weeks, looking forward to getting an update on repair and snow removal costs.

Bylaw & Policy Review: Looking forward to a full review of the draft zoning bylaw.

RDCK Alternate Director: Attended the January 20th virtual board meeting as an observer to learn about the RDCK meetings.

OTHER MEETINGS OR ACTIVITIES OF NOTE

Jan 11th, 2022 – Nelson Fentanyl Task Force – I attended a virtual meeting. They are working on a lateral kindness event with the First Nations Health Authority & COINS. Discussion regarding the housing crisis and how it is a provincial policy issue, the need to clarify the different housing needs – low-income housing vrs affordable housing. Local governments can support housing initiatives through zoning, property donations and tax exemptions. There were almost 300 overdose events in the area in November. There is an ongoing transportation issue – winter conditions buses were stopped so some of our vulnerable population couldn't make their Dr. appointments and treatment was suspended.

Jan 17th, 2022 – Salmo & Area G Recreation Commission – Attended the virtual meeting. Next meeting February 7th, 2022.

Jan 18th, 2022 – Opportunities and Best Practices for Community Based Land Use Planning in the Upper Columbia Webinar – Attended the webinar – lots of great information – anyone can access the video, as well as the research brief and full report for download at: y2y.net/UpperColumbiaPlanning

The Best Practices work for all areas of the province and they are: (1) Develop partnerships with the Indigenous Government (2) Choose stakeholders wisely (3) Hire a 3rd party consultant (this keeps stakeholders accountable) (4) Understand Public Interest (5) Ensure Adequate Funding (6) Clarify roles and responsibilities (7) Involve Settler Government early (helps with enforceable guidelines) (8) Work within existing legislation and policies (ie: Water Sustainability Act, land and resource management plans) (9) Consider long term and cumulative effects (use the precautionary principle and cumulative effects framework from the BC Gov't) (10) Developing a communications strategy (11) Document the process (how things develop) (12) Commit to implementation.

Future workshop opportunity: Ethical Space potentially in March – check it out at y2y/ethicalspace

Respectfully submitted,

Councillor Jacquie Huser



THE CORPORATION OF THE VILLAGE OF SALMO
REPORT FROM COUNCIL

COUNCILLOR SEGALL

Council Report for Council Meeting to be held on 25th January, 2022.

PORTFOLIOS

Transportation:

14th January - Provided feedback on draft Transit report



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

MAYOR/DIRECTOR LOCKWOOD

Mayor/Director Report for Council Meeting held on January 25, 2022.

EXTERNAL AGENCIES:

Area G Emergency Preparedness: Next meeting January 24, 2022, report next meeting

Alternate – Ktunaxa Kinbasket Local Government Treaty:

PORTFOLIOS/LIAISONS:

Citizen Engagement: I continue to encourage you to chose kindness especially when we use social media. Build up the community instead of ripping it apart. I believe we want the world to see that it does not matter our differences, we stand together to be better.

Economic Development: I am taking a total of six workshops that will enhance my knowledge how to better use Data that we or others collect to improve our community.

Fire Department:

RDCK:

Board:

The RDCK puts in a Temporary Loan Bylaw to protect the RDCK to make sure there is enough money in the bank to cover all expenses while taxation comes in.

Applying for a \$25,000 through UBCM Community Emergency Preparedness Fund for IT equipment and furniture for the Emergency Operations Centre.

The RDCK is entering into a sole-source agreement with Central Kootenay Invasive Species Society for an invasive plant inventory on RDCK owned or leased properties and will develop a plan going forward.

I will be having a conversation with two other communities, Kaslo and New Denver, about their issues with the diking authority as they would like to join our resolution to AKBLG.

Staff is working through asset management for buildings that are owned by RDCK and even though the pool is not owned by the RDCK per say we have already done this work through Cover Architectural.

Budget talks have started and the first one was on January 21, 2022, and the public is welcome to listen and ask questions at public question time.

Both motions brought forward from the Joint Resource Recovery Committee (JRRC) as below was passed.

Joint Resource Recovery Committee: The committee is recommending for the board to approve HB remediation and closure – 2022 consulting scope of work & contract extension outlining a 5-month contract extension for SLR Consulting for environment and SRK consulting as the engineers.

The Committee is recommending for the board to approve a total of \$54,411.53 be withheld from material incentive payments from Recycle BC generated in 2022 at West Resource Recovery Sub-region recycling depots, and that \$29,859.03 be assigned to the Central Resource Recovery Service S187 and \$24,552.50 be assigned to the East Resource Recovery Service S186 to compensate for unequitable allocation of Recycle BC core depots in the RDCK and to improve the allocation of benefits from Recycle BC to each Sub-region in proportion to population served.

Community Sustainable Living Advisory Committee:

All Recreation: TBD

Recreation Commission: Our recreation department struggles to stay on top of the ever-changing orders. We have had to lay off three out of four people due to not being able to run programs or open the gym. Programs that have not been impacted are drop in Pickleball twice a week, drop in Volleyball once a week, walking in the gymnasium, and drop in for gymnasium time.

We are also in budget talks now.

Next meeting February 7, 2022, through Webx.

West Kootenay Boundary Regional Hospital District: Next meeting January 26.

Other meetings of note:

Mayor's and chair Highway 3 Coalition:

Respectfully submitted,

Mayor/Director Lockwood