



# The Corporation of the Village of Salmo

## REGULAR MEETING #04-22 MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held in the Salmo Valley Youth and Community Centre at 206 Seventh Street in Salmo, B.C. on Tuesday, February 22, 2022 at 7:00 p.m.

### **PRESENT:**

#### In Person:

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

#### Electronically:

CFO Colin McClure  
Members of the Public – 2

### **CALL TO ORDER:**

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

### **AGENDA:**

R1-04-22

Moved and seconded, that the draft agenda of Regular Meeting #04-22 of Tuesday, February 22, 2022 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to include a Utility Budget Discussion section, New Business section, Bylaw Review & Development section, and a Public Question Period.

Carried.

### **UTILITY BUDGET DISCUSSION:**

R2-04-22

2022 Utility Budget –  
CFO Colin McClure

CFO McClure reviewed the utility budget (water, sewer, garbage) and proposed rates for 2022. The proposed increases are 2% for water and 3% each for sewer and garbage, resulting in an overall increase of \$26 per household.

He suggested that Gas Tax funds could be used for a new aerator and that there is enough money in the reserve fund if not. It was noted that staff time could not be covered from Gas Tax funds.

Moved and seconded, that Council receive for information the draft 2022 utility budget for discussion (see *Appendix A*).

Carried.

**DELEGATIONS: NIL**

**NEW BUSINESS: NIL**

**MINUTES:**

- R3-04-22 Cemetery Working Group - May 29, 2019 Moved and seconded, that the minutes of the Cemetery Working Group meeting of Wednesday, May 29, 2019 be received for information. Carried.
- R4-04-22 Cemetery Working Group - June 4, 2019 Moved and seconded, that the minutes of the Cemetery Working Group meeting of Tuesday, June 4, 2019 be received for information. Carried.
- R5-04-22 Cemetery Working Group – October 28, 2019 & November 15, 2019 Moved and seconded, that the minutes of the Cemetery Working Group meeting of Monday, October 28, 2019 and November 5, 2019 be received for information. Carried.
- R6-04-22 Regular Meeting February 8, 2022 Moved and seconded, that the draft minutes of the Regular Council meeting #03-22 of Tuesday, February 8, 2022 be adopted as presented. Carried.
- R7-04-22 Special Meeting February 14, 2022 Moved and seconded, that the draft minutes of the Special meeting of Monday, February 14, 2022 be adopted as presented. Carried.

**REFERRALS FROM DELEGATIONS: NIL**

**REFERRALS FROM PRIOR MEETINGS:**

- R8-04-22 Cemetery Working Group - Discussion on next steps Council discussed the next steps for the Cemetery Working Group and the Memorial Wall. It was agreed that in the interests of fairness and transparency other options should be solicited. Moved and seconded, that Council directs staff to create an ad for the Village website that will be posted for two weeks using the original rendering for a wood design concept and cost. Carried.
- R9-04-22 Salmo Valley Youth & Community Centre Re: CBT Outdoor Revitalization Application - #16 Moved and seconded, that Council provide a letter of support the Salmo Valley Youth & Community Centre’s CBT Outdoor Revitalization grant application for a marquee tent, native species gardens, food garden, and updated siding and mural on the exterior of the building adjacent to the gazebo. The Village of Salmo will partner with the Salmo Valley Youth & Community Centre on this project with the Centre managing the project and project funds. Carried.  
Councillor Segall recorded as opposed.

Recess/Return Council recessed at 7:58 p.m. and returned at 8:01 p.m.

**BYLAW REVIEW & DEVELOPMENT:**

R10-04-22 Moved and seconded, that the “*Municipal Utilities User Fees Bylaw #737, 2022*” be given first reading. Carried.  
Municipal Utilities User Fees Bylaw #737, 2022 -  
First Reading

R11-04-22 Moved and seconded, that the “*Municipal Utilities User Fees Bylaw #737, 2022*” be given second and third reading. Carried.  
Municipal Utilities User Fees Bylaw #737, 2022 -  
Second & Third Reading

R12-04-22 Moved and seconded, that Council appoint Brandy Jessup as Chief Election Officer for conducting the 2022 local election with power to appoint other election officials as required for the administration and conduct of the 2022 local election. Carried.  
Election Officials Bylaw #537, 2005 – Chief Election Officer

R13-04-22 Moved and seconded, that Council appoint Alana Lins as Deputy Chief Election Officer for the 2022 local election. Carried.  
Election Officials Bylaw #537, 2005 – Deputy Chief Election Officer

**OPERATIONAL REPORTS:**

R14-04-22 Councillor Endersby noted that it was nice to have two lanes operational on her street and offered kudos to the Civic Works crew.  
Civic Works

Moved and seconded, that Council receive for information the written report provided by Civic Works Foreman Fred Paton for the period of January 21, 2022 to February 17, 2022 (see *Appendix B*). Carried.

Trackless Maintenance and Repair Report and Discussion Council discussed the RTC on the Trackless equipment. It was agreed that a new engine for the 2002 model would be preferable to a new, used, machine.

R15-04-22 Moved and seconded, that Council receive for information the written report dated February 1, 2022 provided by Fire Chief David Hearn for the period of January 2022. (see *Appendix B*). Carried.  
Fire Department

Council agreed that kudos were in order for our first responders who put their lives at risk answering calls.

Moved and seconded, that Council send them a goodie package or pizzas, valued up to \$200, for practice night with a card from Council.

Carried

Bylaw Enforcement

NIL

R16-04-22  
Administration

Moved and seconded, that Council receive for information the written report as presented by CAO Williams (see *Appendix B*).

Carried.

It was agreed that at a special meeting Civic Works staff member Denny Hleucka, using the existing drawings, would review and explain to Council how the aerator and clarifier systems work. The CAO will arrange the meeting.

Councillor Heatlie enquired if operating the second racetrack solves the odour problem or not. Denny will address this as well.

Council discussed the Zoning Bylaw.

Moved and seconded, that the CAO pass the Zoning Bylaw to another staff person to handle.

Defeated 4-1.

Grant Application: ICIP

The CAO explained that applying for the Investing in Canada Infrastructure Program (ICIP), Environmental Quality stream had turned out to be not feasible as the rigorous and multiple program parameters could not be met for an application.

Strategic Plan

NIL

**FINANCIAL REPORTS:**

R17-04-22  
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers February 4, 2022 to February 17, 2022 totaling \$99,674.25.

Carried.

It was requested that on the AP reports/cheque descriptions that the year of the vehicle being maintained be noted.

R18-04-22  
Treasurer's Report

Moved and seconded, that Council receive for information the Treasurer's Report for January 2022.

Carried.

Councillor Segall enquired if the Village had a process for what to do if someone wanted to be paid in cash as they had no bank account? CAO Williams will look into this with the CFO.

**CORRESPONDENCE REQUIRING A COUNCIL DECISION:**

R19-04-22 Moved and seconded, that Council send a letter of support for the legal  
City of Victoria Re: challenge of the Government of Quebec's Bill 21.  
Support for the Legal Challenge of the Government of Quebec  
- Bill 21 - #13 Defeated.

**CORRESPONDENCE FOR INFORMATION ONLY:**

R20-04-22 Moved and seconded, that Council receive for information the  
following correspondence from:  
(1) Municipal Insurance Association of BC Re: Expressions of Interest to  
Serve on the MIABC's Board of Directors - #14  
(2) Village of Chase Re: BC Wildfires Petition – District of Lillooet - #15  
Carried.

**MEMBER REPORTS & INQUIRIES:**

COUNCILLOR ENDERSBY Councillor Endersby had nothing to report.

COUNCILLOR HEATLIE Councillor Heatlie had nothing to report.

COUNCILLOR HUSER See *Appendix C*.

COUNCILLOR SEGALL Councillor Segall had nothing to report.

MAYOR LOCKWOOD See *Appendix C*.  
Mayor Lockwood enquired if Councillor Segall knew if the Chamber had  
applied for the \$10K grant. Councillor Segall will check with them.

R21-04-22 Moved and seconded, that the verbal and written reports of Mayor  
VERBAL & WRITTEN and Council be received for information.  
REPORTS OF MAYOR AND COUNCIL Carried.

**PUBLIC QUESTION PERIOD: NIL**

**ADJOURNMENT:** Moved and seconded, that the meeting be adjourned at 9:19 p.m.  
R22-04-22 Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council  
held on Tuesday, February 22, 2022.

Originally Signed By:

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

Anne Williams  
\_\_\_\_\_  
Chief Administrative Officer





## APPENDIX A

# 2022 OPERATING BUDGET & UTILITY RATE DISCUSSION

Regular Meeting of Council  
February 22, 2022

Colin McClure, Chief Financial Officer





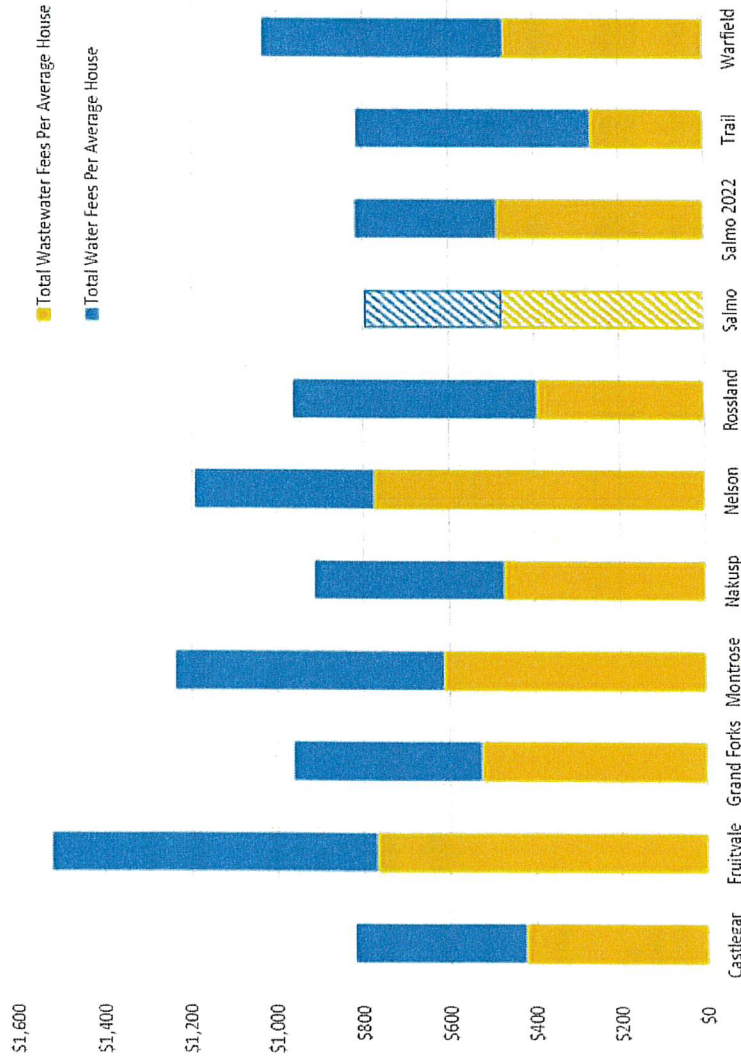
# PROPOSED 2022 RESIDENTIAL UTILITY RATES

Utility Rates are Before 10% discount	2021 Actual	2022 Proposed	Net Annual Change	Net Monthly Change
Water Rates	318	324	6	.50
Sewer Rates	476	490	14	1.16
Resource Recovery	205	211	6	.50
<b>Overall</b>	<b>\$999</b>	<b>\$1,025</b>	<b>\$ 26</b>	<b>\$2.16</b>

- Proposing a 2% increase in Water rates & 3% in Sewer rates
- Use Gas tax/grants to fund 2022 STP infrastructure upgrade takes pressure off rates
- Continues a discounted rate for a secondary suite at 50% of the residential rate
- Continues discounted rate to mobile home properties
- The 3% increase to Resource recovery rates is to fund the Villages collection contract
- Staff working with collection Vendor on different collection options to contain future cost



## 2021 Residential Water & Wastewater Fee Comparison with 2022 Proposed Fees (Salmo)



## REGIONAL MUNICIPAL COMPARISON

- Castlegar
- Fruitvale
- Grand Forks
- Montrose
- Nakusp
- Nelson
- Rossland
- Salmo
- Trail
- Warfield

Village of Salmo  
 WATER BUDGET 2021-2026  
 February 22, 2022

**WATER BUDGET 2021-2026**  
 2% increase to rates  
 Continue with a 50% discount rate for secondary suites  
 Continues discounted rate to mobile home properties

	2021 Budget	Projected 2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
<b>Revenues</b>							
User fees	-179,178	-178,610	-182,182	-185,826	-189,542	-193,333	-197,200
Revenue from own sources	-2,673	-2,245	-2,673	-2,673	-2,673	-2,673	-2,673
Conditional Grants							
Interest income	-6,053	-3,118	-3,986	-5,597	-7,471	-8,271	-9,106
<b>Total Revenues</b>	<b>-187,905</b>	<b>-183,973</b>	<b>-188,841</b>	<b>-194,096</b>	<b>-199,687</b>	<b>-204,277</b>	<b>-208,979</b>
<b>* Expenses, Capital &amp; Transfers</b>							
Operations	147,853	147,795	151,153	153,798	156,490	159,228	162,015
Capital	0	0	0	0	0	0	0
<b>Total expense and allocations</b>	<b>147,853</b>	<b>147,795</b>	<b>151,153</b>	<b>153,798</b>	<b>156,490</b>	<b>159,228</b>	<b>162,015</b>
<b>Total Net Operations Deficit (Surplus)</b>	<b>-40,052</b>	<b>-36,188</b>	<b>-37,688</b>	<b>-40,298</b>	<b>-43,197</b>	<b>-45,049</b>	<b>-46,964</b>
Transfer from Sewer fund from internal borrowing	-60,000	-40,000	-20,000	0	0	0	0
Deficit (Surplus)	-100,052	-76,188	-57,688	-40,298	-43,197	-45,049	-46,964
<b>Future Funding Opportunities</b>							
Gas Tax	-27,000	-13,444					
Asset inventory and condition assessment upgrading grant							
	-27,000	-13,444	0	0	0	0	0
<b>2022 One time Funding Increases Requests for Council to consider</b>							
Pumps	7,000	7,544	8,000				
New scada controls at both well locations	16,500	15,810					
Reservoir fence	27,000	13,444	Gas tax				
Security	5,000						
Waterline upgrade	12,000						
Glendale well generator building		21,000					
Glendale well generator			47,000				
	67,500	57,798	55,000	0	0	0	0
<b>Potential Future Net Operations Deficit (Surplus)</b>	<b>-59,552</b>	<b>-31,834</b>	<b>-2,688</b>	<b>-40,298</b>	<b>-43,197</b>	<b>-45,049</b>	<b>-46,964</b>
Opening Water Fund balance	-246,829	-246,829	-278,663	-281,351	-321,649	-364,846	-409,895
<b>Estimated Closing Water Fund Balance</b>	<b>-306,381</b>	<b>-278,663</b>	<b>-281,351</b>	<b>-321,649</b>	<b>-364,846</b>	<b>-409,895</b>	<b>-456,860</b>

Using a 2% rate increase 2022-2026  
 Expenses using an annual 1.75% Inflation estimate - 2021-2026

Village of Salmo  
SEWER BUDGET 2021-2026  
February 22, 2022

	Projected						
	2021 Budget	2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
<b>Revenues</b>							
User fees	-279,194	-278,150	-286,495	-292,224	-298,069	-304,080	-310,111
Revenue from own sources	-2,000	-2,651	-2,000	-2,000	-2,000	-2,000	-2,000
Conditional Grants		0					
Interest income	-114	-870	-464	-1,102	-2,574	-4,158	-6,278
<b>Total Revenues</b>	<b>-281,308</b>	<b>-281,651</b>	<b>-288,959</b>	<b>-295,326</b>	<b>-302,643</b>	<b>-310,188</b>	<b>-318,389</b>
Use of COVID grant carry forward in surplus		-25,000					
<b>Total revenues and allocations</b>	<b>-281,308</b>	<b>-306,651</b>	<b>-288,959</b>	<b>-295,326</b>	<b>-302,643</b>	<b>-310,188</b>	<b>-318,389</b>
<b>* Expenses, Capital &amp; Transfers</b>							
Operations	200,826	255,077	230,526	234,560	238,665	242,842	247,091
Interest expense	0	0					
Transfer to Water reserve	60,000	40,000	20,000				
<b>Total expense and allocations</b>	<b>260,826</b>	<b>295,077</b>	<b>250,526</b>	<b>234,560</b>	<b>238,665</b>	<b>242,842</b>	<b>247,091</b>
<b>Total Net Operations Deficit (Surplus)</b>	<b>-20,482</b>	<b>-11,574</b>	<b>-38,433</b>	<b>-60,766</b>	<b>-63,978</b>	<b>-67,347</b>	<b>-71,297</b>
<b>Future Funding Opportunities</b>							
Clean Water & Wastewater Grant	-893	-1,015	-225,000				
Gas Tax or other grant	0						
	-893	-1,015	-225,000	0	0	0	0
<b>2022 One time Funding Increases Requests for Council to consider</b>							
STP /infrastructure upgrades	27,000	0	225,000				
	27,000	0	225,000	0	0	0	0
<b>Potential Future Net Operations Deficit (Surplus)</b>	<b>5,625</b>	<b>-12,589</b>	<b>-38,433</b>	<b>-60,766</b>	<b>-63,978</b>	<b>-67,347</b>	<b>-71,297</b>
Opening Sewer Fund balance	-20,081	-20,081	-32,670	-71,103	-131,869	-195,847	-263,193
<b>Estimated Closing Sewer Fund Balance</b>	<b>-14,456</b>	<b>-32,670</b>	<b>-71,103</b>	<b>-131,869</b>	<b>-195,847</b>	<b>-263,193</b>	<b>-334,491</b>

Using a 3% rate increase 2022 - 2% 2023-2026  
Expenses using an annual 1.75% inflation estimate

**SEWER BUDGET 2021-2026**

**3% increase to rates**

**Use Gas tax/grants to fund 2022 STP infrastructure upgrade takes pressure off rates**

**Continue with a 50% discount rate for secondary suites**



# APPENDIX B



## Civic Works Foreman Report Period January 21<sup>st</sup>, 2022– February 17<sup>th</sup>, 2022

February 22<sup>nd</sup>, 2022, Regular Council Meeting #04-22

### Equipment Repairs & Maintenance

#### Ford F150

- Replaced brakes and rotors.

#### Loaders

- Replaced cutting edge on blade.
- Tightened fittings.
- Replaced lights.
- Completed oil/lube/filter change.
- Repaired bolt & washer on boom.
- Repaired locking pin.

#### Trackless

- Replaced door handle.
- Repaired hydraulic fitting.
- Installed new blade on plow.

#### Misc. Equipment

- Completed maintenance schedules for all vehicles.
- Regularly sanitized machines & equipment per COVID-19 protocols.
- Washed all fleet vehicles. (W)<sup>1</sup>

### 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.
- Fueled generator.
- Ran tests and exercise trans switch at WWTP.
- Unclogged the pipes coming out of the splitter.
- Checked manhole for plugging issues. (W)
- Review information for potential upcoming WWTP maintenance.
- Co-ordinated, worked with and followed up with contractors on projects including:
  - Blower & Diffuser for Racetracks
  - Drycake Aerators
  - Clarifier
- 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)
- Shovelled out snow around WWTP.

<sup>1</sup> (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 1 water shut offs/turn-ons.
- Daily recording of lift numbers at wells. (W)
- Completed monthly maintenance checks on wells.
- Completed monthly generator maintenance. (W)
- Picked up supplies in Castlegar.
- Switched over wells.

**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)
- Cleared snow from hydrants.
- CW Shop Maintenance.
- General Civic Works shop cleanup. (W)
- Refilled doggi-pot bags as needed.
- Picked up supplies for shop from Castlegar.
- Dropped off recycling.
- Ran test on all back-up generators.
- Repaired street signs.

**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.
- Annual budget preparations.
- Updated daily tracking in excel spreadsheets.
- Gathered information for CAO.
- Ordered supplies for shop.
- 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.



## The Corporation of the Village of Salmo

### REPORT TO COUNCIL

DATE: February 17, 2022  
SUBMITTED BY: Anne Williams, Chief Administrative Officer &  
Alana Lins, Administrative Assistant  
SUBJECT: Trackless Maintenance and Repair Report

#### Background:

Our crew is looking at replacing the 2002 trackless with a newer model. Although we require 2 machines, we have been leaning heavier on the newer trackless because of the maintenance that is required on the 2002 trackless in order to make it work efficiently. Thus the lower costs associated with the 2002 in recent years for repairs and maintenance.

#### Repair and Maintenance Costs

##### #1 - 2002 MT5 Trackless Maintenance Costs

Year	2019	2020	2021	2022
Parts	\$2217	\$793	\$1164	\$486
Maintenance	\$441	\$45	\$267	\$305

##### #2 - 2012 MT6 Trackless Maintenance Costs

Year	2019	2020	2021	2022
Parts	\$890	\$2664	\$2443	\$2082
Maintenance	\$833	\$130	\$0	\$2337

#### Completed Work

- The crew has recently had to replace the center pivot point of the 2012 machine. This piece was necessary to hold the machine together. It need to be replaced due to regular wear and tear over the last 10 years.
- In 2021 the ignition switch was replaced in the 2012 trackless. Again, to due to regular wear and tear on the machine over the last 10 years.
- In 2021 we did repairs to the sidewalk sweeper attachment of the 2002 trackless and replaced the pulleys and brushes. The attachments are interchangeable between the machines.
- One of the largest expenses to repairs on the trackless machines is the freight expense to get the parts to our location as they are originally shipped out of the either Ontario or the US to the distributor in Vancouver and then shipped to us here. Unfortunately, there are limited trackless dealers to deal with.



**Values**

- 2012 Trackless – cost \$123,494 – will be fully amortized in 2021 – therefore it's Net book value (NBV) to the Village is zero
- 2002 Trackless – cost \$99,084 – has been fully amortized now for 10 years – it also has a NBV to the Village of zero.
- We estimate that we could possibly get approximately \$6,000 - \$10,000 for the sale of the 2002 trackless in the current condition that it is in.

**Replacement Option**

- The crew has contacted a trackless dealer who has informed them that they do currently have a used 2017 MT7 Trackless with 1188 hours and 8870 kilometers on it for sale. The retail price on it is \$85,000 plus taxes. (See Photo) The estimated retail cost for this one new would be approximately \$150,000.
- CFO McClure advises there are sufficient fund in the Civic Works reserve for the purchase.



**Notes**

- All of our current mower, sander and snow blade attachments from our current machines are interchangeable and will work on this 2017 machine.

**Upcoming Maintenance**

- The crew doesn't see any further necessary maintenance or repairs at the present time for the 2012 trackless.
- The 2002 trackless currently is in desperate need of quite a lot of repairs some of which are quite major. Currently it has a main injection pump that needs to be replaced at an estimated cost of approximately \$3,000. The machine constantly burns oil, so it smokes while the machine is in operation. Every time the crew uses the machine, it burns 2.5

gallons (or 9 litres) of oil per day. That much oil costs us approximately \$45 a day in just oil. The machine is also on the edge of needing a complete engine rebuild and has a massive amount of blow-by. The hoses are leaking and will need to be replaced. The cost estimate for this project is \$8000-\$13,000 to complete. There are also levers and control mechanisms that need to be replaced inside. They are approximately \$100 a piece. These are just the items that the crew is currently aware of and are all estimates and do not include any labour costs for the work to be done.

**Recommendation**

- The crew recommends keeping the current 2012 trackless and look at replacing the 2002, potentially with the 2017 MT7 trackless referenced. The trackless units are a very important part of our maintenance routine both in the winter and the summer. They both plow and sand sidewalks in the winter and mow the lawns and sweep the sidewalks in the summer among other things. The crew recommends having 2 machines, both for efficiency and back-up in the event of maintenance requirements, but would like to sell the 2002 and purchase the 2017.



## Fire Chief's Report: Feb. 01, 2022

Regular Council Meeting #04-22

Since the last report on January 1st, 2022 the Salmo Fire Department responded to 6 calls:

3 Jaws Calls                      1 Lift Assist                      1 Chimney Fire  
1 Vehicle Fire

### DESCRIPTION

January was a rather quiet month for serious calls. However, we did attend a vehicle fire that was full engulfed in flames. This was the second vehicle fire to occur on this property in less than a year.

### Misc.

The members of the Salmo Fire Department did not hold any fire practices during January due to the health threat of the Omicron Virus. During January 4 separate members tested positive for the virus. The officers felt that by limiting our contact with each other as much as possible that we would be able to have a better chance of having a large crew able to respond to any emergency situation, rather than having most of our members get the virus at the same time.

Contact was maintained with all the members during the interruption of fire practices with regular texts and emails. The plan is that fire practices will resume on Tuesday February 1, 2022.

*Originally Signed By:*

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David Hearn, Fire Chief





## The Corporation of the Village of Salmo

### REPORT TO COUNCIL

REPORTING PERIOD: January 21 to February 22, 2022

SUBMITTED BY: Anne Williams, Chief Administrative Officer

#### 1) Grants:

**Transportation Study** – The Final Memo from the consultants is now available on the Village website. The Final Reports on the project have been filed with the project funders ETSI and the CBT.

**Mining Equipment Project** – Project scheduled for this spring once the snow is gone.

**Asset Management Planning** – On hold while the Zoning Bylaw is in progress.

**Investing In Canada Infrastructure Program (ICIP) Green Infrastructure – Environmental Quality (EQ) Sub-Stream** – We have split the WWTP upgrades for the aerator and clarifier into two projects. The aerator, which will mitigate odour, will be paid for out of gas tax money and other funds. Staff and I are putting together an application for the clarifier upgrade project. As of this writing, we are waiting for parts manufacturing costs from the supplier in order to finalize the costs. The grant pays 73.33% of costs, with municipalities being responsible for 26.67% and any cost overruns.

We can use our own staff for this project which will consist of draining Clarifier #1, scouring it out and applying a coat of epoxy to the basin and weir which will fill any holes and seal the concrete, and replacing the worn-out clarifier with a new one manufactured from the existing drawings. The epoxy coating will extend the life of the concrete and provide a somewhat slippery surface which allow the paddles to circulate the effluent better. Combined with the aerator upgrade the entire process will increase oxygen to the effluent, resulting in increased effluent quality, doubling clarification by reducing solid particulate in the outflow, reducing odour and decreasing pollutants to the RI.

The application deadline for this grant stream is Wednesday, February 23<sup>rd</sup>. It is a very detailed application process.

#### 2) Bylaws:

**Zoning (Land-Use) Bylaw:** Temporarily on hold while budgeting and the ICIP grant application are worked on.

I have received feedback from Councillors on version 6.

In reviewing it, I believe that some feedback seems to be more personal opinion on how things should be worded or personal disagreement with current regulations and what the Village should put in the zoning bylaw. For example: Re emissions across property lines – “What is objectionable is a very subjective measure. Acceptable levels should be able to be contested and arrived at by agreements between neighbouring properties.” I also believe that many of the questions have already been asked and answered.

I would like to remind Council that months of work has gone into the zoning bylaw. This includes considerable research into what other municipalities are doing and consultation with staff based on the customer enquiries that myself and staff constantly receive in the office and the need to be able to answer them the consistently the same way each time.

The completed bylaw is expected to be representative of what residents and business owners want as being the best regulations for land use for the Village overall based on their feedback and provincial regulatory requirements. Council's role in the bylaw process is policy-driven, not editing or micro-managing the process. This entire process has been dragged out due to excessive comments, questions and suggestions for editing. I do not feel that another COTW is necessary to go over the bylaw once again. Once I have incorporated any relevant suggestions from Council into Version 7 it should be ready for first reading and a subsequent public hearing and any changes that result from that process. Staff and I would give it a final edit/proof before it goes for first reading.

**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) Cannabis Store Applications**

The two applications for cannabis stores in Salmo underway with the Liquor and Cannabis Regulation Branch (LCRB) have both now been processed. 409a Railway is expected to open this month.

**5) Shop Roof**

A temporary repair was effected at the time of the partial collapse. The engineer has submitted his report to the insurance company, and we are still waiting to hear back from them. Our deductible is \$10K.

**6) Trackless Equipment**

Please see separate report on our trackless equipment.

**7) Dike Management**

The Council resolution for UBCM has been forwarded to AKBLG for them to take to UBCM should the AKBLG membership agree. Kaslo and New Denver have also put forward the same motion.

**8) Glendale Pump Station**

The cost for a new 75hp pump is \$7,500 and will be included in the 2022 budget.

# APPENDIX C



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

### COUNCILLOR HUSER

Council Report for Council Meeting held on February 22, 2022.

### PORTFOLIOS

**Salmo Valley Youth & Community Centre:** Next meeting is February 22, 2022. Last meeting was December 14, 2021 – unfortunately the meetings are now falling on Council meeting nights.

**Parks:** Awaiting discussion on the KP Park Concession building.

**Cemetery Working Group:** Minutes of the in-person meetings have been sent to the CAO. I am working with the CAO and have started to convert emails to pdf for the office to have in the event of an FOI.

**Civic Works:** Looking forward to an update on repairs and snow removal costs.

**Bylaw & Policy Review:** Zoning Bylaw - I have emailed the CAO my concerns and edits on pages 1-29 of the Zoning Bylaw, pages 30-45 and pages 46-76. I look forward to the COTW for a full review.

**RDCK Alternate Director:** Nothing to report

### OTHER MEETINGS OR ACTIVITIES OF NOTE

**Feb 7<sup>th</sup>, 2022 - Salmo & Area G Recreation Commission** – Attended the virtual meeting. Next meeting April 11, 2022.

**Feb 9<sup>th</sup>, 2022 – Trail Community Action Team – Strategic Planning Session** – I attended the 2nd 3 hr strategic planning session, the group defined who they are and what they do, established shared goals, discussed building community and agreed on work processes. I attend the Trail CAT meetings as our Salmo residents may go to Trail for supports and I feel that we should be aware of what is happening in Trail and what supports are available for people that might not be available in Salmo.

I attended the Respect & Connect event being held on February 15<sup>th</sup>, 2022, virtually. It was a very informative and emotional evening.

**Feb 17<sup>th</sup>, 2022** – attended a virtual meeting with the Ministry of Mental Health and Addictions – Stop the Stigma Campaign team to discuss the pre and post research on the campaign they are currently running on TV, social media, etc.

Respectfully submitted,  
Councillor Jacquie Huser



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

MAYOR/DIRECTOR DIANA LOCKWOOD FOR COUNCIL FEBRUARY 22, 2022 MEETING

March 8, 2022, Salmo and Area G will be having our budget meeting at the "Salmo Valley Youth Community Center" at 5:30pm on the stage. It would be great to have people come out to hear and ask questions about the budgets.

### EXTERNAL AGENCIES:

**Area G Emergency Preparedness:** TBA

**Alternate – Ktunaxa Kinbasket Local Government Treaty:**

### PORTFOLIOS/LIAISONS:

**Citizen Engagement:** People are asking questions about Canada Day this year and whether or not the Village is going to proceed with celebrations. I have informed them that we will be having Canada Day and that we are also interested in hearing what else the public wants. We are advertising for ideas on our website and Facebook sites. I will bring my feedback to Council.

**Economic Development:** I forwarded a granting opportunity by CBT to our Chamber of Commerce supporting a Buy, Stay & Play Local with a submission date of February 11. I gave some suggestion such as enhancing our banners and monthly business draws. With the partnership and support of the Economic Development Office from Nelson, I am hoping we can capitalize on the opportunity.

### RDCK:

**Board:** A Special Events Permit bylaw was passed only for Area H. I was opposed as it was targeting one event and did not seem to be looking at the bigger picture. For an example - A wedding of 200 hundred people would need to apply for this permit and may not be accepted. Also, there are no RDCK staff who would be able to attend if a situation occurred outside of business hours.

Re Climate Action Targets and how do all municipalities and areas determine the greenhouse gas emissions? The Sustainability Planner, Paris Marshall, will prepare a 4-year climate action plan as a pathway to 2030 Climate Action Targets.

The RDCK is hiring a temporary full-time (0.5) Plan Checker for the Building Department with hopes this provides more clarity for builders and to make the process easier.

The Board approved a policy regarding leave from the position of a Regional District Director for the purpose of parental leave for a period of up to six months, with continued payment of their regular stipend. This will not affect the budget this year.



A report was received regarding governance for Regional District transit funding services for Transit Kootenay Lake West along with Castlegar and the North Shore Slokan valley regarding the implementation of the West Kootenay Transit Future Service Plan, the apportionment of transit costs, and local government transit infrastructure.

**Joint Resource Recovery Committee:** Compost facility construction prices continue to climb as we move forward. The first motion was an increase in the original approved estimate of \$801,053 which has now been amended to (actual cost) \$1,135,481. These costs include ineligible expenses and possible overages. This dollar figure includes a contingency amount.

Salmo will host a Household Hazardous Waste collection day this year in September and then have one every second year going forward. The Nelson Leaf's Depot accepts all the items you would bring to this event, so, if at anytime you are wanting to dispose of any of these items, you can do so in Nelson year-round.

**Community Sustainable Living Advisory Committee:** A motion has been made to look at ways to reduce this service by \$40,000 for 2022 budget.

Salmo Council passed a motion in February 2021 to be removed from this service with the hope that the Board would allow us to use the 2014 year as our first year asking to be removed. There was no documentation found to collaborate that information from previous Councils so our two years will be up December 31, 2022. RDCK staff verified with the Ministry about our removal from the service.

**All Recreation:** March 30, 2022

**Recreation Commission:** Salmo & Area G are looking at a zero % increase for this service this year. The Fitness Centre has a capacity limit of 8 up from 6 and you may go into the center to register. It does not have to be online. There were three staff laid off for a very short time due to Public Health Orders allowance although they are all back to work again. There will not be a Head Lifeguard this year, we are going to utilize the Head Recreation Leader to assist with administrative tasks, staff training and mentorship, general staff supervision and a limited amount of on deck hours. There is a Bronze Medallion and Bronze Cross program happening in June with hopes to develop potential Assistant Lifeguard staff. If all goes well, the hope is to have longer operating hours than last year all dependent of staff availability.

**West Kootenay Boundary Regional Hospital District:** Next meeting March 23

**Other meetings of note:**

**Mayor's and Chairs Highway 3 Coalition:** We are looking at ways on how to support the Economic Impact Study in conjunction with the Highway #3 Twinning Committee out of Alberta. Due to the economic impact of COVID-19, this coalition will defer this matter.

Respectfully submitted,

**Mayor/Director Lockwood**