



# The Corporation of the Village of Salmo

## REGULAR MEETING #18-21 MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue, Salmo, B.C. on Tuesday, October 26, 2021 at 7:00 p.m.

### **PRESENT:**

#### In Person:

Mayor Diana Lockwood  
Councillor Jonathon Heatlie  
Councillor Farrell Segall  
Councillor Jennifer Endersby  
CAO Anne Williams

#### Electronically:

Councillor Jacquie Huser  
CFO Colin McClure  
Members of the Public - 0

### **CALL TO ORDER:**

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

### **AGENDA:**

R1-18-21

Moved and seconded, the draft agenda of Regular Meeting #18-21 of Tuesday, October 26, 2021 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to move the Financial Report by CFO McClure to the beginning of the meeting, include a New Business section, Bylaw Development & Review section, a Public Question period, and an *In Camera* meeting.

Carried.

### **FINANCIAL REPORT – CFO MCCLURE:**

CFO McClure reviewed the 3<sup>rd</sup> Quarter Financial Statement with Council. Revenue and expense is pretty much on track with the budget with the exception of Grants – conditional, as the Village was not awarded any of the infrastructure grants applied for, and Sewer Utility Operations expense which is up due to work on the RAS and trying to solve the odour issue.

R2-18-21

Moved and seconded, that Council receive for information the Third Quarter Financial Statement dated September 30, 2021 as presented by Chief Financial Officer Colin McClure (see *Appendix A*).

Carried.

CFO McClure departed the meeting at 7:15 p.m.

**NEW BUSINESS: NIL**

**DELEGATIONS: NIL**

### **MINUTES:**

R3-18-21

Regular Meeting  
October 26, 2021

Moved and seconded, that the draft minutes of the Regular Council Meeting #17-21 of Tuesday, October 12, 2021 be adopted as presented.

Carried.

**REFERRALS FROM DELEGATIONS: NIL**

**REFERRALS FROM PRIOR MEETINGS: NIL**

**BYLAW DEVELOPMENT & REVIEW:**

R4-18-21 Moved and seconded, the “*Tax Exemption Bylaw #736, 2022*”, having  
Tax Exemption Bylaw had three readings, be reconsidered and adopted. Carried.  
#736, 2022 – Adoption

**OPERATIONAL REPORTS:**

R5-18-21 Moved and seconded, that Council receive for information the written  
Civic Works report provided by Civic Works Foreman Fred Paton for the period of  
September 24, 2021 to October 21, 2021 (see *Appendix B*). Carried.

Councillor Heatlie noted that he appreciated the effort to show work done on weekends on the report and was surprised by the amount of work accomplished and the additional work that was done due to having a fourth Civic Works person. The CAO noted that having a fourth person was allowing the team to accomplish the work as noted at the implementation of the pilot project and the cost savings are also being achieved by the reduced overtime and not having to outsource work.

R6-18-21 Moved and seconded, that Council receive for information the written  
Fire Department report dated October 1, 2021 provided by Fire Chief David Hearn for the period of September 2021 (see *Appendix B*). Carried.

R7-18-21 Moved and seconded, that Council receive for information the written  
Bylaw Enforcement report on bylaw enforcement for the period of September 2021 (see *Appendix B*). Carried.

R8-18-21 Moved and seconded, that Council receive for information the written  
Administration reports as presented by CAO Williams (see *Appendix B*). Carried.

Councillor Huser noted that the Zoning Bylaw was not out to Council

Strategic Plan Councillor Huser asked when did Council last discuss the Village’s Strategic Plan? The CAO advised that this Council had not discussed a Strategic Plan.

The CAO explained the planning process and noted that the objectives and policies in the OCP should form the basis of the plan. However, they need to be prioritized and the financial side of the plan needs to be addressed and incorporated into the plan.

**FINANCIAL REPORTS:**

R9-18-21  
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from October 8, 2021 to October 21, 2021 totaling \$86,521.01

Carried.

R10-18-21  
Treasurer’s Report

Moved and seconded, that Council receive for information the Treasurer’s Report for September 2021.

Carried.

**CORRESPONDENCE REQUIRING A COUNCIL DECISION - NIL**

**CORRESPONDENCE FOR INFORMATION ONLY:**

R11-18-21

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

(1) City of Victoria Re: Paid Sick Leave for Workers - #92

Carried.

Council discussed “Who do we direct people to if someone is violating COVID regulations?” The Public Health Officer? WorkSafe? Interior Health? The Police?

The Mayor advised you can phone the police, but they will only come if they are not attending to another issue. Not wearing a mask is not high on their priority list. Enforcement is difficult as no one has the resources to enforce the regulations, and all have other priorities. The CAO noted we only have a Bylaw Officer half a day a week, so the Village is not able to enforce anything either. It is an issue around the province.

**MEMBER REPORTS & INQUIRIES:**

Councillor Endersby

Councillor Endersby noted she also attended the FortisBC mural celebration.

Councillor Heatlie

Councillor Heatlie noted he had received the minutes of the last Arts Council meeting and would send an email to Council about them.

Councillor Huser

See Appendix C. Councillor Huser noted she had also attended the FortisBC mural celebration.

Councillor Segall

See *Appendix C*.

Mayor Lockwood

See *Appendix C*. Mayor Lockwood read a card from the Chamber of Commerce that the Village received in honour of the Village’s 75<sup>th</sup>

Anniversary. The Chamber will be planting a tree in honour of the event.

The Mayor outlined the plan for Anniversary celebrations on October 30<sup>th</sup> – the market in KP Park from 12:00 – 3:00 p.m., with the Time Capsule filling at 2:00. People may bring items to the market for placement in the capsule.

R12-18-21  
Verbal & Written  
Reports of Mayor &  
Council

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

Carried.

**PUBLIC QUESTION PERIOD: NIL**

**IN CAMERA RESOLUTION:**

R13-18-21  
8:02 p.m.

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

Carried.

**RE-OPEN PUBLIC  
MEETING:**

Council reopened the meeting at 8:08 p.m.

**ADJOURNMENT:**  
R14-18-21

Moved and seconded, that the meeting be adjourned at 8:09 p.m.

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, October 26, 2021.

Originally Signed By:

Diana Lockwood

Mayor

Anne Williams

Chief Administrative Officer

## APPENDIX A

### THIRD QUARTER FINANCIAL STATEMENT SEPTEMBER 30, 2021

**VILLAGE OF SALMO**  
**STATEMENT OF OPERATIONS - OPERATING FUND**  
 For the Period Ended September 30, 2021

	YTD	2021	Balance	%	YTD	2020	Balance	%
	Actual	Total	Remaining	Rem	Actual	Total	Remaining	Rem
<b>REVENUES</b>								
Taxes	\$ 438,455	\$ 440,003	\$ 1,548	- %	\$ 421,922	\$ 425,607	\$ 3,685	1 %
Sales of Services	99,949	101,732	1,783	2 %	96,506	92,651	(3,855)	(4)%
Other revenue	92,496	165,031	72,535	44 %	93,925	213,370	119,445	56 %
Investment income	18,091	11,167	(6,924)	(62)%	8,624	11,300	2,676	24 %
Grants - unconditional	473,000	465,902	(7,098)	(2)%	465,902	449,790	(16,112)	(4)%
Grants - conditional	328,494	1,808,200	1,479,706	82 %	289,295	754,155	464,860	62 %
Water user fees	178,928	179,178	250	- %	174,866	174,375	(491)	- %
Sewer user fees	278,589	279,194	605	- %	272,639	271,215	(1,424)	(1)%
<b>Total revenue</b>	<u>1,908,002</u>	<u>3,450,407</u>	<u>1,542,405</u>	<u>45 %</u>	<u>1,823,679</u>	<u>2,392,463</u>	<u>568,784</u>	<u>24 %</u>
<b>EXPENSES</b>								
General Government	424,355	626,091	201,736	32 %	274,814	449,782	174,968	39 %
Protective services	55,039	124,295	69,256	56 %	116,126	194,035	77,909	40 %
Transportation services	186,545	351,823	165,278	47 %	193,950	287,529	93,579	33 %
Environmental health services	69,865	100,280	30,415	30 %	65,039	99,277	34,238	34 %
Public health and welfare services	12,151	13,175	1,024	8 %	15,335	18,175	2,840	16 %
Recreation and cultural services	39,573	69,650	30,077	43 %	29,262	48,850	19,588	40 %
Interest and other debt charges	24,617	24,853	236	1 %	28,131	47,597	19,466	41 %
Water utility operations	111,221	147,853	36,632	25 %	109,744	162,013	52,269	32 %
Sewer utility operations	190,548	200,826	10,278	5 %	143,326	200,844	57,518	29 %
<b>Total expense</b>	<u>1,113,914</u>	<u>1,658,846</u>	<u>544,932</u>	<u>33 %</u>	<u>975,727</u>	<u>1,508,102</u>	<u>532,375</u>	<u>35 %</u>
<b>NET REVENUE (EXPENSE)</b>	<u>794,088</u>	<u>1,791,561</u>	<u>(997,473)</u>	<u>(56)%</u>	<u>847,952</u>	<u>884,361</u>	<u>(36,409)</u>	<u>(4)%</u>
<b>CAPITAL</b>								
General	228,567	1,709,879	1,481,312	87 %	158,271	602,000	443,729	74 %
Water	23,354	67,500	44,146	65 %	29,018	67,000	37,982	57 %
Sewer	12,624	27,000	14,376	53 %	287,500	185,000	(102,500)	(55)%
	<u>264,545</u>	<u>1,804,379</u>	<u>1,539,834</u>	<u>85 %</u>	<u>474,789</u>	<u>854,000</u>	<u>379,211</u>	<u>44 %</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>\$ 529,543</u>	<u>\$ (12,818)</u>	<u>\$ 542,361</u>	<u>231 %</u>	<u>\$ 373,163</u>	<u>\$ 30,361</u>	<u>\$ 342,802</u>	<u>129)%</u>

## NOTES

### Revenues

- Please note that revenues are budgeted to occur evenly through the year. This has resulted in some favourable/unfavourable revenue variances due to timing differences. It is anticipated that these timing differences will be resolved prior to year end.
- Taxes have been billed and collected as expected and budgeted.
- Sales of Services revenue is higher than last year but in line with what was budgeted as the Village increased the garbage fees in 2021.
- Other revenue is very similar year over year with lower building permit revenue being offset with an increase in campground & promotional sales revenue in 2021. As a note the other revenue budget is lower in the current year because in 2020, \$50,000 in donations for the Concession stand project was included where it was not in 2021.
- Investment revenue is higher than in the prior year mainly due to the COVID recovery grant received late in the fall of 2020 which assisted with the overall increase in the operating surplus balance being higher and generating additional investment income than in the previous year.
- Some good news again this year where the small community grant the Village received is higher than what was budgeted and expected.
- Both Water and Sewer revenues are in line with what was budgeted in the current year.

### Expenses

- Overall the Village is managing the expense portion of the operating budget within the expected parameters.
- General government expenses are significantly higher than last year with the budgeted COVID restart grant to the non-profit groups being the main reason. The Village provided a significant grant to the Salmo Valley Youth & Community Centre to support the renewal of the roof on the building. One other factor is the premium for liability insurance being paid all at once where in 2020 it had been billed monthly.
- Protective services is lower than this time last year with the final \$75,000 payment for the provincially funded flood plain mapping project being the reason. Another factor in lower expenses this year is that in the same way there has been lower building permit revenue than was budgeted this year and received last year that has also reflected in lower building inspection expense.
- Transportation services expense are down slightly from last year, primarily due to lower snow removal expense this year. The budget for this service is significantly higher than the previous year as \$75,000 was added to allow the Village to undertake asset management work. This work is grant dependant and is still in the application process and will likely need to be pushed into 2022.
- Additional labour & equipment to resource spring clean up in 2021 is the reason for a slightly higher expense as compared to 2020 in Environmental health services.
- Recreation and cultural services is up from last year with the final payment of the childcare study flow through grant coupled with the 2020 Canada Day/75th Salmo anniversary reusable bags being the reason. My understanding is that the actual 75th anniversary celebration for the Village of Salmo is happening on October 30th.
- The interest expense budget for 2021 is lower than 2020 due to the reset of the MFA interest rate on the Wellness centre borrowing. The actual are slightly lower as the debt for the Fast Attack rescue vehicle was paid off last year.
- The Water utility operations budget and expenses are lower than last year due to the completion of the water system planning grant being completed.
- Unfortunately, there has not been the expected & hoped evening out of expenses in the wastewater utility and it will be overbudget by the end of the year. The reasons the expenses are significantly higher this year as compared to prior year as staff undertook the RI basin cleaning. In addition, significant staff time and specialized supply products have been required to deal with odour this summer. It is likely that the budgeted loan payment to the water fund will have to be pushed to 2022. However, based on the current positive general operating results this year Council could decide to allocate funds to the Sewer fund to cover any budget overages this year
- Other than the items noted above, there are no significant variances to report at the end of September, 2021.

### Capital

- It is exciting for the Village, both kids and adults, to actually be playing on the newly installed playground equipment. The capital cost is about \$9,000 higher than what was budgeted, however, this was due to the Lions Club stepping up and generously funding additional equipment that was not part of the original playground features list.
- The budgeted paving & sidewalk work is has been completed in line expectations for 2021.
- The upgrades to the Fire hall are substantially completed and this work has come in under what was budgeted. The additional Public works staff member in place currently was a factor as it allowed the Public works foreman to complete much of the work.
- Public works has received the new pickup truck.
- The new Village office photocopier has been purchased and is in service.
- Work on the costing of the Cemetery wall and memorial benches continues with the likelihood that the construction & installation will need to be pushed into 2022.
- Although the Village was unsuccessful in the grant application for the large equipment storage building drawing for the new building are progressing and Council has committed to building a new building to house the generator. Next steps on this project will become part of the 2022 budget discussions.
- Unfortunately, the Village was unsuccessful with their \$1 million grant application for the construction of the KP Multipurpose building.
- Work on the Historical mining project is underway with the hope it will be completed by the end of 2021.
- Unless Ministry permitting approval is granted immediately for the Erie dike maintenance project it will need to be postponed until 2022.
- The new fence around the reservoir has been installed, however, the Village has not been invoiced for the work yet.
- SCADA upgrades at the Glendale & Sayward well are in progress and should be in service by end of July.

## APPENDIX B

### OPERATIONAL REPORTS



#### Civic Works Foreman Report Period September 24<sup>th</sup> – October 21<sup>st</sup>, 2021

October 26<sup>th</sup>, 2021, Regular Council Meeting #18-21

#### Equipment Repairs & Maintenance

##### Misc. Equipment

- Completed maintenance schedules for all vehicles.
- Washed all fleet vehicles. (W)<sup>1</sup>
- Washed and greased weedwhackers and put away for winter.
- Washed mowers and put away for winter.

##### 2000 F150

- Replace tailgate hinge

##### IH Snowplow truck

- Removed old headlight brackets.
- Installed new headlight brackets and lights.
- Repaired belly blade.
- Removed front blade for maintenance.

##### Trackless

- Replaced all summer mowing equipment with winter snow attachments.
- Covered attachments for winter storage.

##### Excavator

- Repairs to bucket

##### 2018 Loader

- Installed edges and shoes on snowblade.
- Painted snowblade.
- Installed new lights front and rear.

##### 1998 Loader

- Repaired fuel lift pump.
- Replaced taillights and brackets.

#### Water

- Routine weekly samples are being sent in and have all come back well within parameters.
- Completed 10 BC One calls.
- Completed 3 water shut offs/turn-ons. (W)
- Daily recording of lift numbers at wells. (W)
- New security fence installed around reservoir.
- Completed monthly maintenance checks on wells.
- Completed monthly generator maintenance. (W)
- Picked up supplies in Castlegar.
- Switched over wells.
- Flushed dead end lines.
- Installed hydrant flags on all hydrants and dead-end standpipes.
- Met with engineers regarding water lines for potential new developments.
- Repaired charging issue on Glendale generator.
- Located water lines for resident building carport.
- Coordinated with contractors regarding annual well inspections.

#### Parks & Campground

- Mowed and weed whacked ball fields, playground, campground, and parks. (W)
- Raked and cleaned up leaves from KP Park(W).
- Picked up garbage from around the park and ball fields. (W)
- Replaced clips for swing at KP and rehung.
- Cleaned up dog poop from KP & Lion's ballfields.
- Cleaned KP washrooms daily. (W)
- Stocked KP Washroom supplies and toilet paper daily. (W)
- Built brackets for barricades.

<sup>1</sup> (W) = Weekend – if a daily activity, it is now being done 7 days a week.



- Installed signs at Lion’s Park.
- Installed new signs at KP Park.
- Got porta potties at Lion’s Park pumped.
- Met with contractor to have lines at Railway Park flushed and winterized.
- Water at concession and park water stands turned off and winterized.
- Spread mulch at the base of the trees at KP Park.

**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.
- Mowed and weed whacked at WWTP. (W)
- Unclogged the pipes coming out of the splitter.
- Painted racetrack fence. (W)
- Charge WWTP generator battery.
- Checked manhole for plugging issues. (W)
- Removed motor and back plate off press for cleaning. (W)
- Repaired water supply valve for lab.
- Ministry WWTP Inspection.
- Built new brackets for auger repairs.
- Co-ordinated, worked with and followed up with contractors on projects including:
  - Blower & Diffuser for Racetracks
  - Drycake
  - Aerators
  - New sewer services.
  - 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.
- Installed drain on low side of press.
- Raised the RAZ prop angle.
- Built eyelet for sludge press disassembly.
- Install auto lube on headworks press.
- Replace battery charger in generator.

**Village Maintenance**

- Regularly sanitized machines & equipment per COVID-19 protocols.
- Removed garbage from community cans (W)
- Mowed and weed wacked various locations around town including office, firehall, tennis courts, radio station, cemetery, and entrances to town.
- Cleaned up leaves from office. (W)
- Mowed around shop and RI Basins.
- Dug 1 graves to prep for internment. (W)
- Cleaned catch basins.
- Cleaned and cleared storm drains.
- Repaired street signs.
- New culvert/storm drain installed on Sayward.
- CW Shop Maintenance.
- General Civic Works shop cleanup. (W)
- Coordinated with Fortis and Hiltech regarding ongoing maintenance at the Fortis Substation.
- Coordinated with and got supplies for painter at the Fortis fence mural project.
- Refilled doggi-pot bags as needed.
- Removed water from flower pots.
- Moved and stored self watering pots for winter.
- Cemetery maintenance, mowing and seeding.
- Picked up supplies for shop from Castlegar.

- Cleaned up fallen branches in alley.
- Filled in potholes.
- Work with SVYCC regarding storm drain.
- Repaired sand shed.
- Fall clean-up around pedestrian and Glendale bridge.
- Submitted annual dike inspection report to the ministry.
- Firehall maintenance upgrades including floors, bathrooms, plumbing, cabinets and painting.
- Meet Telus to repair phone line at Firehall.
- Removed a cat carcass from roadway.
- Removed a deer carcass from Village property.
- Put traffic abutments at shop.
- Swept streets to remove dirt & debris before winter.

**Civic Works Administration**

- Awarded the Glendale Well generator enclosure.
- Awarded the Sayward culvert replacement.
- Reviewed large storage building construction drawings and worked with engineers on changes and updates.
- Records management.
- Prepared and collected daily staff reports.
- Updated services cards.
- Updated daily tracking in excel spreadsheets.
- Gathered information for CAO.
- Prepared Civic Works report for Council.

**Community Appearance**

- 1 Incidents of theft and/or vandalism since last report.
  - Street sign at Sayward and 7<sup>th</sup> Street was bent and damaged. 2 Street name signs, a yield sign and the pole needed to be completely replaced.
  - Update: Youth responsible for 2 of the last incidents of vandalism have been in contact with staff. They paid for damages and have coordinated to complete a total of 6 hours of community service around the Village.

Originally Signed by: Fred Paton

\_\_\_\_\_  
Fred Paton  
Civic Works Foreman

UPCOMING EVENTS
October 25-26, 2021 – Hydrant Flushing
October 28-29, 2021 – Fall Clean-up
November 1, 2021 – Campground and washrooms closing for the season.
Ribbon Cutting Ceremony -Lion’s Park Playground – Date TBD

Work Completed to date by Civic Works Crew That wouldn't have gotten done without a Fourth Person to handle regular duties

1. Firehall Upgrades done in house rather than by contractor.
2. Lions Park Playground installation preparation and help.
3. RI Basin cleaning and scraping.
4. Fence repairs around WWTP.
5. Snow fleet and equipment prepped and ready ahead of time.
6. General equipment and fleet maintenance getting done more regularly.
7. WWTP getting duties getting fully check and completed daily.
8. Weekend water shut off/ons getting done without extra call outs. Can also schedule weekend turn offs/ons.
9. Bathrooms cleaned and stocked everyday with out paying contractor (who also only did them once a weekend before.)
10. Staff had (and will be) attended training required for CEU's.
11. Staff able to have holidays without the work falling behind.
12. Still had enough staff to cover all duties while others had to be away due to sickness or potential COVID exposures.
13. No need to hire an on-call winter driver.
14. Limited weekend checks or call outs to lift station and WWTP.



# PUBLIC NOTICE

## Hydrant Flushing

Monday, October 25<sup>th</sup> - Tuesday October 26<sup>th</sup>, 2021

THE VILLAGE CIVIC WORKS CREW WILL BE  
**FLUSHING FIRE HYDRANTS**  
AS PART OF THE ROUTINE MAINTENANCE ON:

**Monday October 25<sup>th</sup> – Tuesday October 26<sup>th</sup>, 2021**

*Please be advised that you may experience slight water discolouration, odor, sediment discharge and/or change of taste as a normal effect of the flushing. These side effects may last for up to 3 days after the process is completed.*

*If any of this occurs please try running **COLD** your water to flush out the lines on your property and if necessary remove the aerator from the tap to clear blockages.*

***There will be NO chlorination used during this process.***

*If you have any concerns with or during this process please contact the village office during regular business hours at: (250)357-9433*

*Thank-you for your patience and cooperation during this process.*



## PUBLIC REMINDER WINTER SNOW REMOVAL REQUIREMENTS

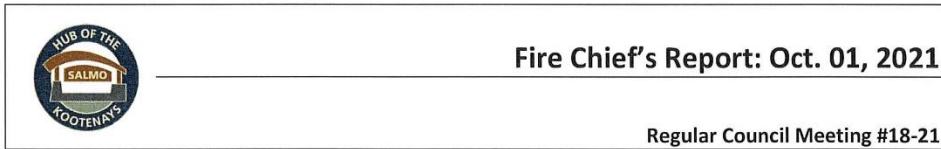
October 5, 2021

With the arrival of snow, we would like to remind all residents of the following in order to assist the Village crews with the ongoing snow removal process on Village streets:

- 1)** Please remove all vehicles, trailers, campers, structures, and all other obstructions from the Village boulevards that may impede with snow plowing.
- 2)** Please keep all roads, lanes and alleys clear of all obstructions including overnight parking of cars. Property owners are to provide off-street parking. The Village crews often plow early in the morning or late in the evening and these vehicles/items will prevent the proper snowplowing of the streets. Parked vehicles that continually impede snow clearance will be towed away at the owner`s expense.
- 3)** Property owners are prohibited from removing snow from private property across or on to any road, boulevard or lane. Property owners that continually remove snow in this fashion shall be invoiced by the Village for the time spent on activities related to clearing these obstructions.
- 4)** Please be kind to our employees they are working hard to get the roads cleared as quickly as possible so everyone can get to their destination safely.



We thank-you in advance for your cooperation. If you have any questions regarding these requests, please feel free to contact the office at (250)357-9433.



Since the last report on September 1st, 2021 the Salmo Fire Department responded to 12 calls:

9 Jaws Calls                      1 Wildland Fire                      2 Commercial Alarms

**DESCRIPTION**

We had another very busy month, including one day where we responded to four of our calls.

In the latter part of September our crews were dispatched in the early morning hours to a report of a single vehicle MVI on Kootenay Pass. Crews arrived to find the lone occupant of the vehicle deceased. A small crew returned later that morning to the scene, after the coroner had done his part, and the vehicle had been pulled up onto the highway, to free the victim from the vehicle.

Later on that same day we were dispatched to another serious MVI towards Nelson. Just as our crews finished dealing with that scene and we were heading back, we were dispatched to a wildland fire. We had a crew on standby in Salmo that immediately responded, and the remainder of our crew arrived just a few minutes later.

**Misc.**

Attendance numbers at fire practices have remained fairly high, even with the Covid protocols of having to wear masks once again when in the hall, or in the trucks. Members are being very responsible by not coming to practice if they are feeling at all under the weather, or if they think they might have come in contact with someone who has tested positive for Covid.

We have had two new members join our hall in September. One is a junior member with no experience, and the other has a lot of volunteer firefighting experience and is a member of the Teck Fire Department. We have been spending time getting our two new members up to speed.

We have spent a fair number of our practices in getting everyone comfortable with all the different procedures for putting the various fire trucks into pump and being able to draft water out of a stream or portable tank. We have also concentrated on getting our members practiced at the different jobs required to perform a rope rescue. We tried out a new device that would greatly improve our ability to quickly and safely perform a rope rescue. We are looking at buying two of these devices (one for our main rescue line, and a second device for our backup safety line). We have also talked about and practiced responding to chimney fires, as that season is very quickly approaching. We try to have everyone trained to do every job at a scene, because we never know who or what combination of members may attend any given call.


We are required to annually submit driver's abstracts for all our firefighters. I have received most of them, and have just a few more to collect. Vehicle safety inspections have been booked for our four larger trucks. These inspections have to occur annually, before we can renew the insurance at the end of the year.

Fire hall renovations are continuing, and the crew are very excited to see so much work being done around the fire hall.

*Originally Signed By;*

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David Hearn, Fire Chief

	<h2 style="margin: 0;">Bylaw Officer's Report: September 1, 2021 to September 30, 2021</h2>
<b>Regular Council Meeting #18-21</b>	

**Complaints:**

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Unsightly	2	<ul style="list-style-type: none"> <li>• One (1) complaint about an unsightly property. The Bylaw Officer attended and spoke to the owner. The property has improved but will follow-up to ensure full compliance.</li>   <li>• One (1) complaint of a motorhome and uninsured car left on an undeveloped property. Spoke to one of the property owners and compliance was achieved in removal of the motorhome. Will follow-up to ensure the car is removed.</li> </ul>

**Enforcement**

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Unsightly	4	<ul style="list-style-type: none"> <li>• One (1) property is for sale and will be required to be repaired/brought up to code by the new purchaser.</li>   <li>• One (1) property is in the middle of renovations, will follow-up to ensure it is cleaned up post renovations.</li>   <li>• One (1) property that was issued an unsightly has made lots of improvements. Will continue to monitor.</li>   <li>• One (1) property that is unsightly received a hand delivered letter from the Bylaw Officer. The Village also emailed the letter to the owner of the Mobile Home Park. Will follow-up to ensure compliance.</li> </ul>
Traffic	3	<ul style="list-style-type: none"> <li>• One (1) notice given to move a recreational vehicle from the boulevard because of upcoming snow plowing. Will follow-up to ensure compliance.</li>   <li>• One (1) home with car shelters too close to the road and multiple vehicles parked on the boulevard/road. A notice was left and the shelters were moved back. The Bylaw Officer attended and spoke to owners about the vehicles. Will follow-up to ensure compliance as they will interfere with snow plowing.</li>   <li>• One (1) property with tree branches extending over the roadway. The Bylaw Officer left a notice and made multiple site visits. Compliance achieved.</li> </ul>

Information submitted by:
Fred Nevakshonoff, Bylaw Officer

Originally signed and approved by:
Anne Williams, Chief Administrative Officer





## The Corporation of the Village of Salmo

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### REPORT TO COUNCIL

REPORTING PERIOD: September 24 to October 21, 2021

SUBMITTED BY: Anne Williams, Chief Administrative Officer

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#### 1) Grants:

**Transportation Study** – Per Council’s decision, WSP out of Jasper has been awarded the contract for the Transportation Study. The Kick-off meeting was held on October 15<sup>th</sup>.

**Mining Equipment Project** – The Chamber previously advised that the equipment has been painted. No further work has been noted. The grant runs out at the end of the year.

**Art Wall on Recycling Depot Fence** – Funded by a grant from the CBT, the two painted murals by artist Tia Reyden have now been installed completing the work the grant was received for.

#### 2) Bylaws:

**Zoning (Land-Use) Bylaw:** Draft # 4 and key changes will be out to Council for review by next week. A COTW meeting has been tentatively scheduled for November 4<sup>th</sup> at 4:00 pm at SVYCC for Council to discuss and agree on the key changes and additions from the current bylaw.

#### 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:

**Large Equipment Storage Building** - The generator enclosure and pad went out for tender and we received one bid. It was from Ninco Construction in the amount of \$22,000. We will prepare a tender based on the construction drawings that have just been received from the engineers. As contractors are in short supply, we are hoping that if we tender now we will be able to find someone for next spring. Per the Electrical Inspector, no work can be done on the building until the generator is moved out.

#### 5) Dike Management

6) The 2021 Dike Inspection report was completed by WSA and submitted by the Village to FLNRO.

We are **still** waiting on Ministry approval for this year’s dike work and permission to work in the autumn (needed due to Ministry requirements for additional information delaying the process) outside of the fish window. They had even more questions last week on information provided months ago! It is a very frustrating process. With winter fast approaching, it is beginning to look like we may not get any of the work done this year.

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CAO's Report to Council – September 23, 2021

I have kept the Penticton Indian Band in the loop and their services are on standby.

**7) Other:**

- Have provided the LCBR with emails stating that, per our OCP, the Village is on board with the applications from the two proposed non-medical cannabis stores on Railway Avenue who are currently going through the licensing process for a store.
- We found out who was responsible for the recent vandalism incidents at KP Park. They came in and apologized, made restitution and are doing community service – picking up garbage – for Civic Works on Friday afternoons until the end of the month.
- Liaised with various organizations, ministries and contractors.
- Prepared information for Council meetings.
- Prepared and posted various bulletins and updates on the website.

## APPENDIX C

### MAYOR & COUNCIL REPORT



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

##### COUNCILLOR HUSER

Council Report for Council Meeting held on October 26, 2021.

##### PORTFOLIOS

**Salmo Valley Youth & Community Centre:** AGM is November 2<sup>nd</sup> at 6:30 pm via zoom – email [info@svycc.ca](mailto:info@svycc.ca) for the link. They are looking for board members!

**Parks:** I am looking forward to discussing the concession building at KP Park, we didn't receive the grant that was applied for, and I have had a couple of questions from the public about the next steps for design and building.

**Cemetery Working Group:** More information coming soon.

**Civic Works:** Note that hydrant flushing is happening on Oct 25 & 26<sup>th</sup> – no chlorination but could affect the color, odour, sediment discharge and/or change of taste of your water – try flushing your lines with cold water if this happens.

**Bylaw & Policy Review:** Looking forward to the next steps for the Zoning Bylaw. After attending the Sustainable Communities Conference, I would like to discuss the Village of Salmo creating a Climate Action Plan Policy to align with our OCP as it includes objectives, policies and targets regarding climate change and reducing greenhouse gas emissions, as required under the *Local Government Act* and add Climate Action to our Strategic Plan.

##### OTHER MEETINGS OR ACTIVITIES OF NOTE

**Sustainable Communities Conference (Oct 19<sup>th</sup>, 20<sup>th</sup> & 21<sup>st</sup>) - Thank you for the support in attending this Conference – it was very informative – I have over 15 pages of typed notes, and I have many sessions I will still watch that overlapped with the ones I attended. I am sorry this is so long but there is so much to unpack from this 3 day conference – I have many, many more pages of notes so if anyone would like more information on any of the sessions please let me know.**

**October 19<sup>th</sup> – FCM Sustainable Communities Conference:**

**Ask an Expert with Geosource (Canada's premier geothermal bore field construction specialist):** Demystifying Geo-Exchange for Municipal Buildings: Market evaluation since 2005 geothermal has had exponential growth with some volatility. The future of this technology is promising due to the increasing prescriptive performance requirements of new construction and retrofits. Various market drivers will continue to cause an accelerated adoption of electrified HVAC with geothermal providing the greatest grid benefit.

Ready project – <https://www.geosourceenergy.com/the-ready-project>

The Ready Project aims to bridge the skills gap and build capacity in industry by expanding the knowledge of key stakeholders to create greater understanding of GX techniques and approach to implementation. This will facilitate more informed decisions that lead to cost-savings and equitable access to low carbon heating and cooling for healthier buildings. We hope to inform policy makers, helping them make the most educated decisions that create value for their communities, assist in lowering GHGs, and open new avenues for renewable energy.

**Keynote – Dr. Deborah McGregor: This was an awesome presentation – so much to think about!** discussion on reconciliation, Indigenous justice, and nature-based solutions: Indigenous peoples have always been here and were complete societies - have developed laws, governance and knowledge systems, practices and protocols that enabled sustainable relationships with all of Creation.

Key Messages: The importance of land and land-based activities for Indigenous climate adaptation, resilience, and futures; Promote climate solutions that account for Indigenous peoples lived experience; Recognize Indigenous governance as part of climate change solutions; recognize Justice/Injustice in proposed “solutions”; Recognition of climate change as a continuation of environmental change as a result of colonization.

**MC:** Note that the FCM has a Green municipal fund – investigate it for retrofits, new buildings and sustainable affordable housing. Have given more than \$1 billion dollars in funding out. Communities can find tailored solutions for their specific needs.

**Industry Showcase – Connected Labs: Via Rail:** 2019 record high with 5 million passengers. Had a plan to be a growing company. Global pandemic showed a 95% reduction in ridership. Had to strike a balance with providing a public service with the financial impact. Planning better for the future – modernization plan is still being worked on during the pandemic – faster, more reliable service. New fleet of trains with environmentally friendly technologies – fueled by diesel and electricity and a new electronic reservation system. Customer Experience: Comfort and accessibility; Sustainability: eco-friendly. 160 km per hour. Looking at a HFR service – More daily departures, reduced travel time, more trains arriving on time, less traffic and lower GHGs, between Quebec City and Toronto – will be building their own rail because Via Rail only own 3% of the rail they use.

**Workshop: W2 – Designing for natural infrastructure benefits:** Green Infrastructure Foundation affiliated with Green Roof for Healthy Cities with a mission to partner with communities to shape healthy places through living green infrastructure.

Green infrastructure means natural and human-made elements that provide ecological and hydrological function and processes. Can include heritage features and systems, parklands, stormwater management systems. Why green infrastructure? It complements and extends the lifespan of grey infrastructure and communities are facing huge infrastructure challenges and US and Europe are investing large amounts in green infrastructure, Canada needs to catch up. Benefits are widely known and accepted – but not often applied to decision making and this leads to missed opportunities.

**Workshop W4 – Engaging communities in urban forest planning with Tree Canada:** How do you reach underrepresented communities? What motivates people to participate? Highlight broader dialogue in community engagement and urban forestry. 48% of attendees were municipal staff only 10% elected officials. City of Ottawa has a Forester on staff for planning. Works on the tree protection bylaw and implements trees into the plan. Urban forest – all the trees in the city – towns, parks, etc.; Urban Forest Management Plan; Tree Protection By-law; Planning Policy; Urban Forest Data. Engagement successes – worked with stakeholders on the Tree By-law – culture change was needed to better value the trees in the community. Original by-law didn’t work so it needed to be fixed. Transparent about the need to change the thinking about valuing the trees. Data – 2 main sets – all city owned trees are mapped and a canopy cover map – found on GeoOttawa. Future move is to increase staff capacity to enable required changes; social media; improve web content.

There is a keen interest and passion for the urban forest; outreach and engagement are powerful; urban forest management and planning must be delivered with an equity lens; adequate staff resources are required reflecting the important value of trees in cities.

There is tremendous power in stewardship – builds and strengthens the community, provides a means to contribute to a purpose and catalyzes change.

**N2 – Networking Session for communities advancing equity and reconciliation in climate action:** I had a breakout room with Jessica Beaubier from the Regional District of Nanaimo, discussed that to bring

climate change into the retrofits of housing it seems that funding (rebates, etc.) is following those that can afford it, low income can't afford to retrofit so can't get the rebates, there needs to be more levels of funding.

**Nothing about us without us...** Need to collaborate with Indigenous Peoples throughout a project vrs just to get the information to finalize a project. Need to build the relationship with Indigenous Peoples on a day-to-day basis not just when you want something.

Community standard on public engagement? Should we be asking our neighbors (Indigenous Peoples) if they have answers before setting policy just on science based – with natural approach with indigenous knowledge.

FCM and ICLEI Canada are developing a toolkit to enable the application of equity, diversity and inclusion considerations into local climate planning and project implementation. All experiences and perspectives are invited. PCP EDI Toolkit Survey (office.com).

We need to embody the practices and conversations – one thing to say it but we need to live them out.

**October 20<sup>th</sup> – FCM Sustainable Communities Conference:**

**Ask an Expert – CSA Group: Standards-based Solutions for Stronger Communities: Flood Mitigation and Resilient Infrastructure:** Standards development organization – many areas of focus, voluntary standards but use them in planning. Standards are not regulations, not the same as guidelines. Climate change through standards and training. Resilient Infrastructure to the impacts of climate.

Bridges – the bridge standard is attempting to incorporate climate change. Resilience – the ability of a structure or a component to withstand unexpected events and minimize loss of functionality and recovery time without being damaged to an extent that is disproportionate

Climate resilience – Task Force Recommendations – Risk based approach – higher precipitation has become a priority – flood, scour and erosion. Adapting loads to climate change and more uniform risk approach. A new guideline for Pedestrian, cycling and multi use bridge C7. Asset management thinking behind this – what is the risk appetite of your municipal council? What performance are you aiming for? What cost are you willing to pay? More resilience planning – Prepare, mitigate, recover.

Flood Resilience: flooding is the costliest climate change risk in Canada. 19% of Canada's population are at risk of river and surface water flooding. CSA Water Management Standards – CSA W210 – flood design for existing communities – coming out soon! Bioretention systems – W200-18 – Design of bioretention systems. Looking at natural and nature-based solutions – paper to be published soon. CSA has training to support the climate lens.

**Expert Panel – What's next for communities in our path to net zero?** The shift presents challenges and opportunities – how do we achieve deeper reductions. We need to advance locally. Need better cooperation across all levels of government – policy and legislative barriers that need to be overcome. municipal employees need to reduce their emissions – electrical vehicle to help reduce emissions expand trails to encourage the community to use bicycles, community compost programs, share green municipal plans so each citizen can take part. indigenous clean energy will be hosting a session at COP 26 – discuss the successes in some communities. Nanaimo: donut economics is a framework to create a clear direction with traceable outcomes - guides decision making, Circular cities.

**Connected Labs: Mitacs: Call for Sustainable Municipal Projects: Get Funding and Expertise: send your challenges - <https://discover.mitacs.ca/municipality-support> :** New in the municipality space – ways to bring projects to life. Municipalities and innovating all the time – connect science/innovation to communities. 60 projects last year for municipalities and 50% focused on sustainability and/or environment. They connect to funding & expertise – over \$700 million to support projects, very well funded.

Open call for projects right now – ongoing. Project themes snapshot – pollution, green, soil, transit, planning, wastewater, urban compost, food, landfill, and more. What keeps a municipality from innovating? No clear roadmap, insufficient budget, lack of localized data-information or analyses, need for a specialized resources for short-term project – can help in all these areas.

They can tap a municipality into the expertise you need – get you a team (university students and professors), provide 50% of the funding you need, help roadmap and plan the project, help pool resources (connect with other municipalities with similar needs). Collaborate financing – minimum \$5,000 – Mitacs matches these funds.

Examples – Yellowknife: Sustainable Food System; Montreal: Sustainable management of construction, renovation on CRD waste; Halifax Region: urban-forest sustainability

**Workshop W6: Parks and resiliency: a discussion on parks, climate change, and COVID-19 recovery:**

Park People: supports and mobilizes people to help them activate the power of parks to improve quality of life in cities across Canada. Community gardens to support food security during covid-19, some communities provided grants for outdoor activities, 84% of cities instituted COVID-19 related pilot projects – new ways of using parks, 85% of survey respondents want more funding towards parks.

Shift in the park planning due to COVID-19 – long term trend as parks are playing a crucial role in peoples lives during the pandemic. Not everyone is benefiting in the same way, parks are not accessible to everyone – an equity gap was made clearer BIPOC Canadians were more likely to report experiencing barriers to park use during the pandemic.

Some communities are restoring wetlands in park space, also integrating some naturalized areas with signage so the public knows why it isn't being mowed, creating green infrastructure plans.

**Workshop W8 – Integrating climate considerations into your municipality's asset management practices:** Discussion Themes: Asset management is for sustainable service delivery, Climate change threats

Why is it important to bring climate considerations to asset management? Duane Nicol CAO (city of Selkirk): How we invest and manage our assets has bring us to the carbon heaviness we are at today. Use asset management to manage complicated, compounding problems. We have to make mitigation and adaptation routine – because routine gets done. Make climate change part of the daily work – about who we are and what we do. Asset Management Ontario Chris – multi disciplinary, practitioners, sharing knowledge and practices, offers a framework to address risk, service levels and costs, need to treat them all the same, Good Asset management leads to greater resilience. Kim Flower – Nanaimo Planner - Asset Management BC – make asset management boring as well as climate change, doing asset management already just add climate change to it because local government owns the majority of the infrastructure (60%) but gets little funding (8%), not optional to look at this – needs to be built in. Opportunity is now to act and implement.

Resources for Council and Staff:

Guide for Integrating Climate Change Considerations into Municipal Asset Management: Small and Rural Communities Climate Action Guidebook - [Small and Rural Communities Climate Action Guidebook - Partners for Climate Protection \(pcp-ppc.ca\)](#)

Climate Caucus Councillors' Handbook – Nature Based Solutions: [Climate Caucus Councillor's Handbook: Nature-Based Solutions \(ubc.ca\)](#)

Talking it through: Guide for local government staff on climate adaptation: [Talking it through: Guide for local government staff on climate adaptation | Federation of Canadian Municipalities \(fcm.ca\)](#)

**Day 2 Wrap Up** – leadership needs to act like their houses are burning – we need to make courageous leaps to net zero. We need to correct inequities and injustice that has been highlighted for far too long. We need to advocate loudly for funding for all this work. What gets measured gets managed – we need

HalifACT – Climate Action Plan – decarbonizing transportation a factor – public charging infrastructure, municipal fleet electrification, municipal policies, advocacy & support.

Efleet Vehicle Fleet Electrification at the lowest cost - is an optimization tool that looks at each vehicle individually – match each vehicle with an EV equivalent and then looks at the time to electrify, you can plan a comprehensive fleet conversion strategy over time, provide an optimal charging plan. Different from other because they find the best year to electrify not a simple calculator. Provide independent assessment of fleet. Can give a procurement schedule through to 2030, Annual cost perspective, Fleet Market Share breakdown as you transition to 100%, GHG emissions report fleet wide with cleaner grid.

**W10: Indigenous-led conservation and municipal partnerships:**

Dozens of examples across Canada where FN and Municipalities are making incredible progress on reconciliation – highest rate of reconciliation is between people who live and work together who have to live with the consequences of their decisions. This can help cultivate healthier relationships for many generations to come.

It was an interesting history lesson and much information about what is wrong with our system but that there are a lot of opportunities.

Advice on how to move forward with engagement with FN an example is that one leader formed a community circle of mayors, FN chiefs, academics, etc. and although it wasn't an official engagement but it was a friendship – cultivate the friendship then when you need a higher level of engagement you have the infrastructure to build on.

**W12: Funding and municipal support for sustainable affordable housing (S/I): Role of Municipalities in Sustainable Affordable Housing:** Rossland Midtown project. Project Partners – City of Rossland: land, fees, leverage funding (looking for a PTE), LCAHS: operates housing, leverage funding, BC Housing: funding and financing, CBT: funding, FCM: funding and financing to reach affordability and sustainability stretch goals.

Small governments do not have the capacity or expertise to do a project with this – couldn't have done it without City Spaces! FCM sustainable housing program will bring this to net zero ready! Partnership with the housing society has been crucial. Intend to provide the PTE. Will provide workers as right now they do not have housing to can't work in our community.

CMHC: Municipal Tools Work Together: Policy Tools (General Plan; Housing Strategy, Secondary Plans, Advocacy); Financial Tools (Direct Funding, Land Contributions, Exemptions/Waivers); Regulatory Tools (Enabling, incentive based, protective): Start with a strong policy framework – Official Community Plan – Housing Strategy (determine need and demand, involve community stakeholders, define targets and actions) – Secondary Plans (align land use and infrastructure plans to support affordable housing) – Advocacy (work with other levels of government to address gaps).

Resources: on the website – Housing Action Plans: A guide for Municipalities: <https://www.cmhc-schl.gc.ca/en/professionals/industry-innovation-and-leadership/industry-expertise/affordable-housing/develop-affordable-housing/housing-action-plans-a-guide-for-municipalities>

FCM Municipal Green Fund: <https://fcm.ca/en/programs/green-municipal-fund/sustainable-affordable-housing>

\$300 million initiative offers support to local affordable housing providers – including municipal, not-for-profit organizations and housing co-ops – to retrofit existing affordable housing units, or construct energy efficient new builds that emit lower GHG emissions.

**Closing:** new inspiration to do the great work needed. We need to work on a low carbon future. Blending long term visioning with short terms goals will move us forward. People and nature come together on equal terms. Climate action is urgent work but also long-term work – trust will make or

to measure to know where to make the changes. Climate action initiatives, a culture action shift is happening.

Asking the right questions about our municipal buildings is the first step to changing our GHG's.

Best practices to add climate change into asset management plans – climate action needs to be who we are and what we do.

**Every community should build a toolbox for climate change action.**

**October 21<sup>st</sup> – FCM Sustainable Communities Conference:**

**Ask an Expert – Sustainable Solutions Group SSG: Meeding the moment: Jumpstart your City's Climate Action Planning:** free open source ghg's inventory – MEED Municipal Energy and Emissions Database. Get a community profile. This is valuable for small and medium communities. MEED offers every Canadian community the data it needs to act on climate change.

6 steps to Climate Action Planning: 1. Preparation, 2. GHG Inventory (use meed to dive into the results and learn what they are, what is driving the numbers, and what you can do about them), 3. Target Setting, 4. Actions & Scenarios, 5. Implementation, 6. Monitoring & Evaluation (meed will track a number of trends but won't capture particular actions taken).

<https://meed.info>

**Keynote – Dr. Lena Chan – Growing a city in nature – Singapore's story:**

Singapore is a tiny island with limited resources to meet the needs of both a city and a country. High population density in Singapore coexists with rich biodiversity, need to cater to and balance the needs of both. Have over 10 ecosystems. Have 4% of the worlds bird species. High nature biodiversity and need to look after it. They have guiding frameworks – conservation of key habitats, habitat enhancement, restoration and species recovery, research for better understanding and community stewardship for inclusiveness.

Reinventing themselves from a City in a Garden to City in Nature – people and nature come together on equal terms – do that by integrating ecology into the urban landscape.

Singapore released a refreshed Green Plan in February 2021. City in Nature, Sustainable Living, 5 ministries came together. A new paradigm shift – Climate Resilience, Ecological Resilience and Social Resilience.

Edmonton and Montreal have applied the Singapore Index; monitor your index – you can download the handbook from the CBD website – google it.

**Panel Discussion – Applying lessons from Singapore to Canada:**

Nature will protect our cities and territories from some climate change – the heat wave this past summer showed a 10 degree difference in different areas in a city – due to the absorption of heat in some areas due to the biodiversity. Accessibility and equity for parks – set a target for 100% of the population should be within 10 minutes or 400m from parks or green spaces. This means that it is very important and give it the equity. Not just how far from it but how accessible is it? Ie - separated by a highway? Being near doesn't mean accessible. Emphasis not just on conservation but ecological resilience. Greater biodiversity is greater resilience. Ecological, social and culture resilience.

**Industry Showcase – Connected Labs: Dunsky Energy and Climate Advisors:** Dunsky developed an optimized roadmap for the Halifax Regional Municipality to transition its vehicle fleet by 2030. Help communities to quantify opportunities, design strategies and evaluate performance. 2 steps shifting transportation and electrification. What are the primary barriers to going to ZEVs? Electrify your fleet to lead by example and built momentum to the supply chain.

break our ability to make lasting change in our communities. Small and medium sized communities may lack resources but make up for it with strong relationships.

**FCM announcement:** GMF Project Accelerator will be launching next month

Respectfully submitted,  
Councillor Jacquie Huser





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

### **COUNCILLOR SEGALL**

Council Report for Council Meeting held on 21<sup>st</sup> October, 2021.

### **PORTFOLIOS**

**Chamber of Commerce:** Nothing to report.

**Alternate – West Kootenay Boundary Hospital District:** Nothing to report.

**Environment & Sustainability:** Nothing to report.

### **Transportation:**

14<sup>th</sup> October - Participated in the formal online appointment of WSP to conduct the survey to determine the demand and feasibility of a community micro-transit service in the region.

### **OTHER MEETINGS OR ACTIVITIES OF NOTE**

The following report details the 3 days spent participating in the FCM online Sustainable Community Conference (SCC)

#### **Wellness Programming Session**

OCT 19 7:00 - 7:50

Several short films from National Film Board (NFB) were presented. The content of these demonstrated the urgency to move towards less dependency upon fossil fuels, the need to reduce the residential heating and power loads and to consider and follow indigenous processes towards protecting the natural assets of the country

Unfortunately the Pheedloop media platform is in its early stages of development and is intended for use predominantly where stable high speed internet exists.

The Tech support was responsive but unable to improve the performance of the system on the first day.

#### **SCC Opening Ceremony**

OCT 19 8:00 - 9:15 AM

Keynote Speaker and opening introduction:

Hosts: Dr. Deborah McGregor, Berry Vrbanovic, Dr. Deborah McGregor, Elder Verna McGregor

I personally felt the continuous territorial recognition introductions were overdone and could have been left to Carol Brault who gave a lighthearted and yet clear indication that we should all spend the time and opportunity to learn and follow 1<sup>st</sup> Nation climate, environment and land use principles.

**Transforming homes across Canada through local financing programs**

OCT 19 10:00 - 10:50 AM

Hosted and presented by: Hilary Carlson, Jasmine Bradet, Julie Salter-Keane, Yvonne Ritchie

This workshop session introduced the FCM's various support programs which would on a limited basis be able to assist member communities to introduce programs for home owners.

The PACE Program model was referred to by several presenters.

Financing options were presented and details described by Saskatoon where the City has used innovative methods to loan home owners funds to provide retrofit solutions to save energy, reduce GHGs and install alternative energy options.

Details of the FCM programs are listed here:

<https://fcm.ca/en/programs/green-municipal-fund/community-efficiency-financing>

**Net-zero community design - OCT 19 11:00 - 11:50 AM**

Hosted and presented by: Anjali Varghese, Ben Henderson, Christian Felske, Noémie De Vuyst, Paulina Ascencio

The Blatchford Alberta development was detailed.

This off the ground Net zero project deploys extensive ground heat sources and heat pump thermal exchangers to distribute heat and provide cooling at the same time for the planned commercial and residential buildings.

By starting with open land the opportunity enabled the city to build the entire neighbourhood from the bottom up.

Link for further info and the case study is here:

<https://fcm.ca/en/resources/gmf/case-study-edmonton-develops-sustainable-carbon-neutral-live-work-community>

**Project Accelerator with MaRS Urban Innovation Lab.**

October 19th, 12:00 - 12:50 PM PDT

The operation of the MaRS Innovation Lab was described.

This Interactive Networking session discussed the potential projects, plans or developments that FCM support and where the MaRS team offer fast paced project design and feasibility studies.

In the discussion as to what sort of project were successful I received the following link relating to recent innovative Transit studies funded by FCM.

<https://data.fcm.ca/home/programs/green-municipal-fund/funded-initiatives.htm?lang=en&project=3abffb91-3193-eb11-85b0-005056bc2614&srch=>

This info was passed on to the current appointed Transit study group and copied to the office for info. If we determine that we have another potentially sustainable and innovative project the Village could apply to MaRS to develop the concept. Form here:

Application form:

[https://forms.office.com/Pages/ResponsePage.aspx?id=GgVrxj88ike96SSE3fTMj4cQ\\_6\\_cRNAkIgu\\_Bf-ptUM1kyUEdaMIVSWEtFWUk4OFZJSTEvTDBIVi4u](https://forms.office.com/Pages/ResponsePage.aspx?id=GgVrxj88ike96SSE3fTMj4cQ_6_cRNAkIgu_Bf-ptUM1kyUEdaMIVSWEtFWUk4OFZJSTEvTDBIVi4u)

**Day 1 Wrap Up - OCT 19 1:00 - 2:30 PM**

This open networking session was hosted by Berry Vrbanovic - Mayor of Kitchener ON

The issue of minimal participation and struggles to navigate the platform were highlighted and recognized as one of the problems in holding virtual events where access is not equal to all FCM Members.

**MITACS Connected Lab Series - OCT 20 9:45 - 10:00 AM**

Several examples of joint collaboration between Universities and Municipalities were discussed.

In all cases these projects required close proximity to post secondary institutions and generally required dedicated manpower to oversee and manage the students who were allotted projects together with the municipalities.

**Climate change and community facilities: solutions for small municipalities - OCT 20 10:00 - 10:50 AM**

Hosts and Presented by: Adeniyi Adeaga, Émilie Marleau, Maéva Ambros, Marcel Roquette, Matthew Baird

Many resources were referenced and online links are added at the end of this session report.

The focus of the presentation related to Asset Management in the organization.

Municipalities should clearly identify and document what the value is of infrastructure on an ongoing basis to determine useful life and cumulative cost of ownership. Individuals that manage the inventory should provide clear up to date data.

All assets should be evaluated in terms of long and short term risks relating to ongoing cost of Financing and or continuous improvements to maintain the assets.

The database on owned/rented/leased Structures and Buildings should have clear accessible records and updated regularly.

Typical data to be recorded: Name - details year of construction - purpose - level of service – usefulness, EV Charging (existing or future), Life expectancy - costs to keep the buildings alive.

In addition Asset lists should include shortcomings - time horizon to fix, use, dispose etc.

Several municipalities own there Libraries and I wondered why Salmo is not.

Further presentations identified the following topics relating to energy improvements related to Asset Management

Rank all facilities in terms of consumption of Electricity - Water – Other utilities or services. Doing this helps choose which facility is best to address for optimum results of retrofits/upgrades.

Smart thermostats etc. Have proved enormously valuable in seldom used facilities like Storerooms, Fire-halls etc which are not always occupied.

Timers can be installed on office equipment, power tools, copiers, exhaust fans, and with motion sensors for lighting and ventilation.

Block heaters on motorized equipment should also be controlled by thermostats.

Heat exchangers are now recommended for all ice-plants, curling rinks etc.

The FCM GIC program was identified – aimed at making existing facilities Greener Intake closed on July 6, 2021

3 basic requirements exist for this program:

Rolling intakes - 100K to \$3M - The project must be a retrofit to Community facilities and needs to have an evaluation using RETScreen software.

Several useful links were supplied for additional online resources.

Sadly some are in French from Quebec.

[www.gamunicipal.ca](http://www.gamunicipal.ca)

[www.ceriu.qc.ca](http://www.ceriu.qc.ca)

<https://fcm.ca/fr/ressources/pgam/ressources-gestion-des-actifs>

<https://www.cnam.ca/>

<https://data.fcm.ca/documents/resources/mamp/asset-management-readiness-scale-mamp.pdf>

The following link on the conference platform allows one to compare usage of energy between buildings:

[https://static.pheedloop.com/media/events/EVEBZIFSJLYMF/sessions/files/SESLH9HLJFOOC450I\\_SCC%202021%20-%20Climate%20change%20and%20community%20building%20solutions%20for%20small%20municipalities%20-%20Takeaway%20EN.pdf](https://static.pheedloop.com/media/events/EVEBZIFSJLYMF/sessions/files/SESLH9HLJFOOC450I_SCC%202021%20-%20Climate%20change%20and%20community%20building%20solutions%20for%20small%20municipalities%20-%20Takeaway%20EN.pdf)

As a start it is recommended to look for simplest vs cost effective solutions.

Up to 60% of study costs are considered for FCM grant financing – the focus is on buildings.

It was also indicated that there is a 8 year program offered by Infrastructure Canada.

**Training Session - Zero emissions 2050 - from vision to implementation in your community**

Oct 20 10:00 to 11:50

Although I had not preregistered for this session I managed to listen in to the discussion towards the end.

The sharing economy was a main focus where community resources, car-sharing, co-housing projects, tool libraries and community gardens all can contribute to lowering carbon footprints in residential areas.

Zoning and developments should take into account easy access for all and place green parks close to higher density housing and locate personal service businesses in among or close to residential.

**The pathway to net zero home energy retrofits - OCT 20 11:00 - 11:50 AM**

Hosts and Presenters: Lisa Dockman, Mathieu Gillet, Patric Langevin, Ralph Torrie, Robin Goldstein, Sonja Winkelmann

Selection and lists of available renovators – Records to be kept of qualified vendors and references.

Local Energy Efficiency Partnerships (LEEP) should be established in the region.

The PACE Model is nowadays preferred and available for describing efficient decarbonizing home.

Local councils should be pro-active in motivating retrofit/upgrades in homes. Need to highlight and offer tours/education of a few local success stories.

Report on Ontario home energy retrofits is in chapter 3 of the following document.

<https://irp.cdn-website.com/26237149/files/uploaded/why-energy-conservation.pdf>

Due to internet issues I was unable to participate in a whiteboard ideation session.

**Group discussion - the pathway to net-zero home energy retrofits - OCT 20 12:00 - 12:50 PM**

Hosts: Janice Ashworth, Robin Goldstein

The main point of this discussion was that with the prevailing states of emergency relating to Climate, Sea-level rise/temperature, Fires, Floods, Drought etc why are we not at a municipal level acting and planning like crazy for these events!

The following contact from local Govt. indicated an interest in assisting development of possible extending supports for off-grid residents in our region.

Nairn.Albrecht@gov.bc.ca

Nairn Albrecht | Senior Policy Analyst, Community Clean Energy

Community Clean Energy Branch

Electricity and Alternative Energy Division

BC Ministry of Energy, Mines and Low Carbon Innovation

The option was raised that municipalities can incentivize renovations by offering tax reductions. Others have offered up to \$10 000 with various forms of loans, grants and or reductions.

FCM aims to launch a program to do 150 net zero retrofits - coming up soon.

For more info contact Patrick Langevin.

**Day 2 Wrap Up Trivia Night - OCT 20 1:00 - 2:30 PM**

Berry Vrbanovic

Interactive Networking session - unable to actively participate – internet lag.

Questions related to the sessions of the day and social equity.

**Keynote: Applying lessons from Singapore to Canada - OCT 21 8:00AM**

Dr. Lena Chan

Dr Chan presented an amazingly detailed description of the planning and thought behind the logical developments of the landscape of Singapore.

A significant approach is to exploring nature-based solutions – extensive tree planting to create a canopy above with trails and gardens below.

4 pillars of their approach to development in Singapore – nature conservation / lifestyle enhancement / understanding of needs / inclusiveness for all.

The motive is to go from a city in a garden - to – a city in nature by integrating greenery into built environment.

One should consider orientation of a structure as a significant point to obtain optimum energy efficiency

To get community buy in to the design methodology their City Mayor shares videos of his commutes through the town by transit, bike etc.

**The capacity to act: what it takes to create local change for climate change - OCT 21 10:00 - 10:50 AM**

Hosts and presenters: Alain Desjardins, Devin Causley, Julius Lindsay, Mark Boysen, Megan Meaney, Sara Brown, Tonja Leach

Many tasks and directives were identified:

The most important task identified before change can happen is that we must all work as a team between staff and Council and citizens

Rural communities were recognized as having limited staff and thus restricted in abilities to make change due to capacity issues.

The use of outside consultants proportionately is a major expense for small communities – these communities should offer staff grants to get training and experience.

The following step by step FCM guide is available for staff wrt. climate change issues.

<https://fcm.ca/fr/ressources/mic/guide-personnel-municipal-charge-des-dossiers-sur-les-changements-climatiques>

In the planning stages we need to speak to children and youth – wrt. walkways / parks / cycling etc.

Staff should feel free to research tools and external supports without being overwhelmed – there should be no fear of failing. The following video touches on incorporating a climate lens.

<https://fcm.ca/en/resources/mcip/video-climate-in-focus-introduction>

Engage community groups - do what people want to do where they are.

Discuss how to ask questions and what to ask and why.

Capacity Building Frameworks established through the Plan H BC Healthy Communities program:

<http://bchealthycommunities.ca/resources/tools-resources/>

[https://questcanada.org/wp-content/uploads/2021/09/National-Net-Zero-Community-Accelerator\\_EOI.pdf](https://questcanada.org/wp-content/uploads/2021/09/National-Net-Zero-Community-Accelerator_EOI.pdf)

[https://questcanada.org/wp-content/uploads/2021/09/Programme-dacceleration-des-collectivites-a-consommation-nette-zero\\_document-dinformation.pdf](https://questcanada.org/wp-content/uploads/2021/09/Programme-dacceleration-des-collectivites-a-consommation-nette-zero_document-dinformation.pdf)

Many communities are retrofitting their ice-plants – perhaps Salmo should evaluate the Curling rink system – Vancouver Island have just converted a Zamboni to all electric.

Follow up contact: Nairn Albrecht | Senior Policy Analyst, Community Clean Energy Branch

#### **Customizing energy solutions for your municipality - OCT 21 11:00 - 11:50 AM**

Host and Presenters: Abhishek Chakraborti, Craig Stephens, Yvonne Ritchie

Regular meetings are best to discuss performance of existing infrastructure – evaluate current plans – invite ideas for innovative future targets.

Important motivator for staff is the regular use of Recognition Awards.

Edmonton uses the approach of – mitigation first and adaptation next.

Their aim is for the target of all City owned structures to be emission neutral buildings.

The densification of low-cost housing does allow energy efficiency especially in areas experiencing energy poverty.

In order to achieve acceptance of the goals the city holds information workshops on energy audits and benefits attainable.

The Green Municipal Fund (GMF) Road-map document is now available.

The Energy Road-map is available online at this link:

<https://fcm.ca/en/resources/gmf/gmfs-municipal-energy-roadmap>

BC Community Climate Funding Guide for Indigenous communities & local governments. An all-in-one guide of funding opportunities for climate action projects in your community.

The Provincial BC Community Climate Funding Guide is available here:

<https://communityclimatefunding.gov.bc.ca>

**Networking session for small, rural and remote communities**

OCT 21 12:00 - 12:50 PM

Host: Lindsay Telfer

The main take-away from this informal session was that the GMF aims to support renovation of existing facilities. See this link:

<https://fcm.ca/communitybuildingsretrofit>

Several communities partner with their local library to coordinate workshops to promote and share publicly the range of energy retrofit and renovation options.

Alberta has their own energy efficiency guide at the link below:

<https://albertanarrativesproject.ca>

**Conclusion:** All in all a valuable learning experience and hive of information.





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

**MAYOR/DIRECTOR LOCKWOOD**

Mayor/Director Report for Council Meeting held on October 26, 2021.

**EXTERNAL AGENCIES:**

**Area G Emergency Preparedness:** Next meeting October 25

**Alternate – Ktunaxa Kinbasket Local Government Treaty:** Have not attended a meeting

**PORTFOLIOS/LIAISONS:**

**Citizen Engagement:** Ms. Hatt from the Elementary School brought about 25 children for the opening of the FortisBC mural which was hosted by the Village and Fortis BC. Elder Bev Gillard from the Ochapawace Nation in Saskatchewan did a blessing and smudging to open the ceremony and the artist Damian John told his story about his mural and answered questions.

**Economic Development:** Inquiries about affordable housing by businesses to attract people to be able to work in the village and open more businesses.

**Fire Department:** Nothing to report.

**RDCK:**

**Board:** The Board received a delegation from Kootenay Seniors – Nelson Cares and they focused on seniors driving and how far their driving program extends. It was noted that they support Salmo when needed around volunteer driving.

COVID policy such as masks be worn by staff and the public in recreation was rescinded.

After the negative outcome from the snowplowing liability court case in Nelson, council will review their policies.

**Community Sustainable Living Advisory Committee:** There was a discussion around development permit areas, and it was forwarded to Rural Affairs as it affects the rural areas directly.

**All Recreation:** TBA

**NELSON, SALMO, E, F, AND G Regional Parks Commission:** TBA

**Salmo & Area G Recreation Commission:** Next meeting October 25.

**Resource Recovery Committee (Central & Joint):** The Board received a report from staff about how much recycling has cost over the year and what the RDCK should do going forward with Core vs Satellite depots. Some depots are minutes apart while some residents have to travel up to an hour to a depot.

**West Kootenay Boundary Regional Hospital District:** The Board said goodbye to the Executive Director, Diane Shendruk, and welcomed Interim Executive Director, Jackie Malcolm. The meeting this month has been cancelled.

**West Kootenay Transit Committee:** Next meeting November 22, 2021

Respectfully submitted,

**Mayor/Director Lockwood**



## Board Report

**Date of Report:** 10/19/2021  
**Date & Type of Meeting:** 10/21/2021 Open Regular Board Meeting  
**Author:** Stuart Horn, Chief Administrative Officer  
**Subject:** Update on BC Ambulance Staffing in rural/remote areas  
**File:**  
**Electoral Area/Municipality:** ENTIRE RDCK

### SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is update the Board on the plans that BC Ambulance has to alter staffing contingents in rural and remote areas in response to gaps in staffing and associated risk to ambulance response in communities in the RDCK.

### SECTION 2: BACKGROUND/ANALYSIS

The Board provided direction to staff to contact BC Ambulance about the staffing issues experienced recently in rural and remote areas. Specifically, in the RDCK this included the ambulance stations at Edgewood, New Denver, Winlaw, Kaslo, Salmo and Riondel.

Currently, the staffing at these stations is referred to as "on call". This has caused issues in retaining staff at these locations as these positions have no guaranteed income and paramedics are only paid for call outs. This has resulted in staff shortages due to the undesirable pay circumstances and a need to juggle other locations (Nakusp) to serve underserved areas (ND and Winlaw).

BC Ambulance has revamped its approach to these types of stations and will be implementing a new staffing regiment through October and November 2021. This new approach is referred to as "Scheduled On Call or SOC". The new approach will consist of:

- Four Regular-Part time positions in each of these RDCK communities. One unit chief/supervisor who fills a community paramedic and paramedic role. One community paramedic/paramedic. Two paramedics.
- These positions will work in pairs on a 72 hours on; 72 hours off rotation. For eight hours during the day the paramedics will be at the station. For the remaining 16 hours of their shift, they will respond to callouts from home.
- Over a seven-day workweek each position is guaranteed 32 hours (4 days x 8 hours). Each call out is paid a minimum of four hours at their applicable paramedic pay rate (approximately \$25-30 per hour).
- There will be further opportunity for additional paid shifts for staff depending on coverage needed for leave or sick days and required rest for paramedics who may be called out overnight.