



The Corporation of the Village of Salmo

REGULAR MEETING #19-22 MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on Tuesday, November 22, 2022 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	Councillor Todd Wallace
Mayor Diana Lockwood	CAO James Heth
Councillor Melanie Cox	Members of the Public - 1
Councillor Jennifer Lins	<u>Electronically:</u> 3
Councillor Kenzie Neil	

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

AGENDA:

R1-19-22

Moved and seconded, that the draft agenda of Regular Meeting #19-22 of Tuesday, November 22, 2022 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include a New Business section, Policy Development & Review section, Bylaw Development & Review section, a Public Question Period, and an *In Camera* section.

Carried.

DELEGATIONS:

Paul Adams & Peggy Skelton, The BC Rural Health Network - #75

The BC Rural Health Network representatives presented a summary of the organization and requested that the Village join. The membership cost is \$50 and provides a variety of ways for the Village to engage in the Network's advocacy work to ensure rural community voices are heard in health care planning.

NEW BUSINESS:

NIL

MINUTES: (Note: See official minutes and agenda package for copies of applicable reports.)

R2-19-22

Regular Meeting
November 8, 2022

Moved and seconded, that the draft minutes of the Regular Council meeting #18-22 of Tuesday, November 8, 2022 be adopted as presented.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

POLICY DEVELOPMENT & REVIEW:

R3-19-22

Moved and seconded, that Council refer the Snow Plowing Policy to staff to review and bring back to Council for reconsideration at the December 13, 2022 Regular Council meeting.

Carried.

BYLAW DEVELOPMENT & REVIEW:

R4-19-22 Moved and seconded, that Council formally appoint Mr. David Hearn as the Village of Salmo Fire Chief for 2023 as required in Part 6 of the Village of Salmo Volunteer Fire Department Bylaw #518, 2003".
Village of Salmo
Volunteer Fire
Department Bylaw
#518, 2003 Carried.

R5-19-22 Moved and seconded, that Council approve the 2023 council meeting schedule as amended, cancelling the July 25, August 8, and December 26 meetings due to vacation scheduling.
Council Procedure
Bylaw #663, 2014 Carried.

OPERATIONAL REPORTS:

R6-19-22 Moved and seconded, that Council receive for information the written report as presented by CAO Heth for the period of October 21 to November 17, 2022. (see Appendix A).
Civic Works Carried.

R7-19-22 Moved and seconded, that Council receive for information the written report dated November 1, 2022 provided by Fire Chief David Hearn for the period of October 2022. (see Appendix A).
Fire Department Carried.

R8-19-22 Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of October 2022. (see Appendix A).
Bylaw Enforcement Carried.

R9-19-22 Moved and seconded, that Council receive for information the written report as presented by CAO Heth. (see Appendix A).
Administration Carried.

Strategic Plan NIL

FINANCIAL REPORTS:

R10-19-22 Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from November 4, 2022 to November 17, 2022 totaling \$75,172.13.
Accounts Payable Carried.

R11-19-22 Moved and seconded, that Council receive for information the Treasurer's report for October 2022.
Treasurer's Report Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION:

R12-19-22 Moved and seconded, that Council approve the grant-in-aid request of
Grant-in-Aid Request: \$300 by the Salmo & District Chamber of Commerce to assist with the
Salmo & District cost of insurance for the Christmas Market.
Chamber of Commerce Carried.
- #78

Departure Mayor Lockwood recused herself at 7:58 p.m.

R13-19-22 Moved and seconded, that Council approve the request by the Salmo
Salmo Valley Curling Valley Curling Rink Association for a draw of \$1,476 from the Lions Park
Rink Association Re: Reserve Fund to fund refrigerant plant repairs.
Lions Park Reserve Fund Carried.
Draw

Return Mayor Lockwood returned at 8:02 p.m.

CORRESPONDENCE FOR INFORMATION ONLY:

R14-19-22 Moved and seconded, that Council receive for information the
following correspondence from:

- (1) ETSI-BC Economic Trust of the Southern Interior Re: ETSI-BC
Regional Advisory Committee Info Session Nov.17 - #71
- (2) Columbia Basin Trust Re: Congratulations on Election - #72
- (3) Ministry of Municipal Affairs Re: Warming Centre Guidelines - #73
- (4) BC Assessment Re: Congratulations in the 2022 Local Government
General Elections - #74
- (5) Brittany Anderson, MLA Re: Rural Economic Diversification and
Infrastructure Program (REDIP) - #76
- (6) Brittany Anderson, MLA Re: Congratulations on Election - #77
- (7) Ministry of Forests Re: Meeting at UBCM Convention Regarding
Dike Repair and Possible Funding - #79

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Cox Councillor Cox reported on discussions she had to gather background
regarding transit issues.

Councillor Lins Councillor Lins had nothing to report.

Councillor Neil Councillor Neil reported that there was no Library board meeting.

Councillor Wallace See *Appendix B*.

Mayor Lockwood See *Appendix B*.

R15-19-22 Moved and seconded, that the verbal and written reports of Mayor
Verbal & Written and Council be received for information. Carried.
Reports of Mayor &
Council

PUBLIC QUESTION PERIOD: Nil

IN CAMERA RESOLUTION:
R16-19-22 Moved and seconded, that the meeting be closed to the public under
Sections 90(1)(g) of the *Community Charter*. Carried.

ADJOURNMENT: Moved and seconded, that the meeting be adjourned at 8:51 p.m.
R17-19-22 Carried.

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

Originally Signed By:

Diana Lockwood
Mayor

James Heth
Chief Administrative Officer

APPENDIX A



The Corporation of the Village of Salmo

Report Date: November 17, 2022
Meeting Date: November 22, 2022 (#19-22)
From: James Heth, CAO
Subject: Civic Works Report

BACKGROUND

The October - November Civic Works report is presented for information.

DECISION REQUESTED

For information.

DISCUSSION

The following is a summary of Civic Works activities for the period October 21, 2022 – November 17, 2022:

- a. installation of new swings at KP Park has begun, final cement work and finishing will be completed shortly;
- b. removal of problem trees along dike between the bridges;
- c. old clarifier has been removed and final preparation for new clarifier is being done;
- d. completed fall clean up;
- e. completed maintenance and preparation of all snow plowing equipment;
- f. winter road sand trucked in;
- g. closed and winterized KP Park washrooms;
- h. continued coordination with contractor on Large Equipment Storage Shed renovation; and
- i. conducted reservoir chlorination.

Upcoming

- a. budget planning has just commenced for Civic Works, and will start with identifying and prioritizing capital projects, followed by operations and maintenance budget planning; and
- b. new clarifier is scheduled for delivery in December.



Fire Chief's Report: November 01, 2022

Regular Council Meeting #19-22

Since the last report on October 1st, 2022 the Salmo Fire Department responded to 9 calls:

4	Jaws	1	Lift Assist	1	Fire Alarm
1	Wildland Fire	2	Structure Fires		

DESCRIPTION

Members of the Salmo Fire Department responded to several serious call in October

We responded to two separate calls for auto extrication where we required to use the Jaws to free people from their vehicles. Previous to that, we had not had to use the Jaws on a call in a year.

In early October we were called to a two vehicle MVI just west of Salmo. Crews arrived to find the driver of one of the vehicles out of her pickup, but there were two people trapped in a second vehicle. It was a very technical rescue because of the amount of damage to the vehicle and due to the severity of the injuries. We were fortunate to also have Dr. Nick Sparrow at this scene to use his advanced medical skills to assist with the patients.

Nearer the end of October we responded to another serious crash north of Salmo. Crews arrived to find a vehicle over the bank and leaning against a stand of trees. We had to use the Jaws to extricate this person, because we could not open the doors because of the trees.

Our crews also responded to two reports of structure fires in less than a week. On the first call we were called to a commercial property for reports of smoke. Crews responded quickly and with the use of the thermal imaging camera they were able to quickly locate the fire smouldering in the wall behind a baseboard heater. Crews were able to open up the wall and extinguish the fire, while doing minimal damage. On the second call, crews were called out Halloween night for the report of a structure fire south of Salmo. Crews arrived to find a single wide trailer and full sized addition that had been bulldozed into a long pile. The entire pile was burning. Crews spent hours trying to extinguish the blaze, and had to return the next day to extinguish the hot spots.

Misc.

The bridge to the Elementary School remains as a life safety issue. This extended time difference to drive around the mountain could mean the difference between life and death with a victim. Also a fire doubles in size every 5 minutes, so in that 11 minutes extra it takes to drive around, the fire could go from a small fire with minimal damage to a fire where the building is fully engulfed in flames by the time the fire department arrives. This could then potentially turn into major complications with insurance companies and the Insurance Underwriters Association.

We had 8 members of the Ymir Fire Department attend two auto extrication practices in October. Their members were able to learn about us and our techniques, while we learned more about them. We found a website that had different techniques to quickly extricate patients from a vehicle. Our members

FILE 7380-20

were happily surprised how well these new ideas worked, and how much they could speed up the safe removal of a person from a vehicle. We are hoping to include Ymir in another night of auto extrication and a further night of rope rescue training in the near future. Their members were very keen to join us at more of our practices, as I think they lack the call experience that our members can share with them.

Originally Signed By:

David Hearn, Fire Chief

FILE 7380-20



Bylaw Officer's Report: October 1, 2022 to October 31, 2022

Regular Council Meeting #19-22

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Unsightly	2	<ul style="list-style-type: none">• Two (2) unsightly complaints. The Village issued a notice to one (1) property owner and will follow up to ensure compliance. The Bylaw Officer took pictures of the other one (1) which were reviewed, and it was decided that action is not needed at this time. Will follow-up and take corrective action if necessary.
Dog Related	1	<ul style="list-style-type: none">• One (1) complaint about a dog that is at large frequently. The Bylaw Officer attempted to speak to the owner multiple times and then left a notice informing the owner to keep the dog contained at all time. Will follow-up to ensure compliance.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic	3	<ul style="list-style-type: none">• One (1) issue with a fifth wheel parked on the Village boulevard/edge of road. The Bylaw Officer attended the residence multiple times and hand delivered a notice from the Village requesting that the trailer be relocated. Compliance achieved.• Two (2) commercial tractor trailers parked in residential areas and on the Village boulevard. The Bylaw Officer attended the locations to follow-up, but the trucks were no longer there. Will follow-up if needed.
Snow Related	1	<ul style="list-style-type: none">• One (1) notice left at a residence that had new fence posts in a space that will interfere with snow plowing. Compliance achieved.
Unsightly	1	<ul style="list-style-type: none">• One (1) notice left at a residence with long grass advising the owner that they need to cut it. Compliance achieved.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer

Originally signed and approved by:

James Heth, Chief Administrative Officer



The Corporation of the Village of Salmo

Report Date: November 17, 2022
Meeting Date: November 22, 2022 (#19-22)
From: James Heth, CAO
Subject: CAO Report

BACKGROUND

The October - November CAO report is presented for information.

DECISION REQUESTED

For information.

DISCUSSION

Large Equipment Storage Shed

The contractor has been back on site working on door opening framing and some siding, but there has been no update on the permit status despite assurances from RDCK to provide one.

Voyent Alert!

Staff advertised Voyent Alert! on November 1, 2022, and currently have 27 residents signed up. Staff will plan more advertising and awareness to encourage more to sign up in the new year.

Salmo Historical Mining Equipment Project

The Chamber of Commerce has provided an update to this project, attached to this report. Staff have submitted a request to Heritage BC to extend the deadline for project completion to end-June 2023, and initial indications are that this will be supported. Staff have informed the Chamber of this extension request.

Christmas Market

The Village insurer, MIABC, responded that the Village liability insurance will not cover the Chamber of Commerce Christmas Market, as the Village is not directing or controlling the event. The Chamber has been informed and are seeking insurance for the event, that will also name the Village as an additional insured (based on the recommendation of MIABC).

Basin Charge Up Program

Staff have submitted an Expression of Interest to the Columbia Basin Trust (CBT) Basin Charge Up Program. This program provides funding for solar arrays (75% up to a maximum of \$75,000) and energy retrofits for local government buildings and facilities (75% up to a maximum of \$100,000). If the application is selected for further consideration, the first step would be to engage with an energy advisor provided by CBT who will help identify solar opportunities and opportunities to improve energy performance, and determine the associate return on investment (ROI) to these investments. If selected, staff will return to Council with results of this ROI analysis to consider

investment by the Village, and staff will also seek other partner and funding opportunities if Council supports this investment.

Garbage Collection and Transfer Request for Quotations

Staff have issued a Request for Quotations (RFQ) for garbage collection and transfer services, in accordance with the Purchasing Policy. The RFQ will close December 9, 2022 with the intention that any rate increases are known early in the budget process.

Budget Process

Staff have begun work on 2023 Budget with the CFO. The general process will be:

- a. identify potential capital projects and cost;
- b. prioritize capital projects and identify potential funding sources;
- c. plan operations and maintenance and general government fund budget; and
- d. forecast revenue.

OCP and Zoning Bylaw

The draft Zoning Bylaw will be brought to Council for first reading at the next regular meeting. With the OCP being adopted in 2020 setting out the vision for the Village, the previous Council worked towards updating the Zoning Bylaw to bring it into conformance with the OCP. This is the work to be continue by this Council, finalizing and adopting the Zoning Bylaw to support the OCP. There is no current intention to make revisions to the OCP, it is the guiding document that will guide much of the work of this Council as it considers strategic objectives for this term.

Chamber Mining Exhibit Report – Oct 31, 2022

The Chamber has received \$29,702.80 and has disbursed \$23,495.43 (breakdown attached).

The remaining funds will be used for the lighting of the exhibit, pathway completion and crane to place larger items.

We had hoped to have the exhibit finished by the end of August 2022 but due to the following were unable to meet that date:

1. Donation of excavator (\$230 pr hour) time – it was not available to move the equipment onto their final places and move in the last of the exhibit pieces – they have already donated over 35 hours of machine time with that machine – scheduled for March/April 2023
2. Pathway finishing – YRB notified us that the material had hardened and was not usable late in the season – they make the material in the spring and will bring it to us when it is made in 2023.
3. Lighting – we are currently sourcing the best outdoor solar lights and light posts for the pathway and exhibit.

We apologize for the delay in finalizing the exhibit.

Sincerely

Heather Street, Manager

Salmo & District Chamber of Commerce

11:24 AM
 2022-10-31
 Accrual Basis

Salmo & District Chamber of Commerce
Transaction Detail By Account
 January 2020 through October 2022

Date	Name	Memo	Amount
Miscellaneous			
Mining Exhibit			
2020-09-28	West K Concrete	concrete bases for exhibits	1,133.44
2020-10-31	643289 BC Ltd.	3 loads of gravel delivered	472.50
2021-07-10	Skyway Hardware	paint	912.69
2021-07-10	Skyway Hardware	paint thinner	19.70
2021-11-30	XL Quality Industrial Services	Steel for map sign	227.58
2021-12-09	Ninco Construction	Concrete Invoice	1,420.01
2021-12-10	M.J. Fabrication & Maintenance Welding	7.5 hrs welding wheel and angle iron	748.10
2021-12-31	Skyway Hardware	paint thinner etc.	39.59
2021-12-31	Skyway Hardware	rebar for cement	107.46
2022-05-23	Pixeline Design	Website redesign - mines & mining exhibit page de...	2,100.00
2022-06-01	Atco Wood Products Ltd.	exhibit sign posts	302.40
2022-06-01	Trail Home Hardware Building Centre	sign post base concrete	418.69
2022-06-10	Custom Dozing Ltd.	Gravel for pathways	1,568.00
2022-06-16	Slopeside Excavating	2 loads of gravel	547.26
2022-06-22	West K Concrete	concrete blocks for exhibits	2,111.20
2022-06-29	Pixeline Design	mining signs & exhibit	8,980.00
2022-06-30	Skyway Hardware	painting supplies	11.73
2022-06-30	Skyway Hardware	plywood for exhibit	627.11
2022-07-31	Skyway Hardware	nails for exhibit	26.82
2022-08-05	Huser Enterprises Ltd.	limbers for portal build	1,646.40
2022-08-07	Hall Printing	vintage photos for exhibit signs	17.92
2022-08-31	Skyway Hardware	nails for exhibit	56.83
Total Mining Exhibit			<u>23,495.43</u>
Total Miscellaneous			<u>23,495.43</u>
TOTAL			<u><u>23,495.43</u></u>

APPENDIX B



THE CORPORATION OF THE VILLAGE OF SALMO REPORT FROM COUNCIL

COUNCILLOR WALLACE

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

PORTFOLIOS

Chamber of Commerce: I met with Heather Street briefly November 14. She was busy organizing Christmas Outdoor Market December 3, 2022. We will connect after the market to figure out when next board meeting is?

Museum: same as chamber report.

Economic Development: I am looking forward to learning what has been already worked on and is being worked on now locally and regionally in Economic development. I am planning to connect with the RDCK they are working on ED with different departments and committees.

OTHER MEETINGS OR ACTIVITIES OF NOTE:

I attended RDCK Director Orientation November 16, 2022 9-4:30 in Nelson. Very interesting and great networking opportunities and nice talking to former supervisors and work colleagues . There were 3 other Alternative Directors that attended. Also, I attended the RDCK Inaugural Board Meeting November 17. Point of interest - alternate Directors do not receive any stipend or reimbursement for attending if the Director is attending.

I believe it is so important to network, learn and connect with other elected officials and staff so I plan to attend as many RDCK board meetings and some committee meetings as possible. The RDCK board meeting agenda is online and you can watch remotely.

I am planning to attend the Electoral Area Director Forum in Kimberly March 8,9,2023.

Respectfully submitted,

Councillor Wallace



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on November 22, 2022.

Salmo Arts Council: I look forward to attending a meeting of the arts council upon invitation.

Salmo & Area G Emergency Preparedness: Next meeting January 23, 2023

Citizen Engagement: Remembrance Day was well attended, and we were honoured to have John Soriet play his trumpet again making this his 47th year. We were also blessed to have two young ladies, Grace and Hope from Trail play their bag pipes and drum. Bag piper Grace is working her way to the Nationals in Scotland.

Economic Development: I would like to challenge council and the community to purchase as many gifts as possible for this Christmas season either here in Salmo or locally in the West Kootenays.

Fire Department: An apology to our Fire Department that Council did not attend the AGM.

RDCK:

Board: The board consists of eleven new directors with 9 returning directors. We were sworn in and then continued with elections for chair and vice chair. I was elected to be Vice Chair for a one-year term. This means I will be a part of the Executive while bringing a municipal lens to the executive. I also won the seat for Economic Trust of the Southern Interior-BC (ETSI-BC) which allows me to continue my work on the Regional Advisory Committee (RAC) as chair. To understand the great work that has been done on this board (ETSI-BC) there were seven people bidding for one of the three seats.

Adoption of policy – Appointments to External Organizations No. 100-01-19. This policy has language on how to conduct yourself as a RDCK representative.

As a regional board we provided feedback on the Extended Producer Responsibility Five-Year Plan 2021-2026.

Emergency Support Services (ESS) is a provincial program that is delivered by local governments and provides short-term emergency support to residents affected by disasters; residents can access necessities such as food, lodging, clothing, emotional support, and family reunification services. ESS responses are categorized into 3 levels, with Level 1 events being small, up to 12 people, and typically associated with house fires. The RDCK will not be continuing with the contract with Red Cross. The cost doubled from \$15 to \$30K for two years. We will continue with our ESS team and if ever in need the RDCK can call Red Cross.

FortisBC will fund the Senior Energy Specialist position for a two-year period ending December 2024.

Workshop: Wildfire Development Permit Area. There are new regulations around this type of permit. Things like a new build will have to have non-combustible items such as porch, doors, walls, windows,

fencing, roofing along with enclosed eaves. All areas in the regional district are looking at this although you have to have an Official Community Plan.

Land scaping needs to be 10 meters from home for new builds only. Some directors have commented that insurance companies are asking if you have had a fire smart evaluation and record it in your records if you get insurance.

Other meetings of note:

Mayor's and chair Highway 3 Coalition: Work has begun at the "S" corner just before Ymir again. YRB has informed me that they are hoping to do work for about one month. I also requested a speed reader North of Salmo to make drivers aware how fast they are travelling into and through our community. The reader was put up for one week and I can say traffic did slow down. We will get it back in the spring again hopefully for longer than a week.

Southeast Regional Meetings: No scheduled meetings.

IHA Mayor's and Chairs regional meeting: No scheduled meetings.

Paramedic services: Troy Clifford has reached out to me about our community paramedic services. I am advocating to have an alpha car in Salmo that would guarantee that we have 24/7 service with no gaps.

Interview with Globe and Mail: Conducted an interview with the Globe and Mail, the interview centred on why people are choosing Salmo for their place to live.

Respectfully submitted,

Mayor/Director Lockwood

