



# The Corporation of the Village of Salmo

## REGULAR MEETING (#01-23) INCLUDING ITEMS CLOSED TO THE PUBLIC

A Regular Meeting of the Council of the Village of Salmo to be held in Council Chambers at 423 Davies Avenue, Salmo, B.C. on **Tuesday, January 10, 2023 at 7:00 p.m.**

*The public may attend in person or electronically. The electronic link will be available on our website on Tuesday.*

**Traditional Lands Acknowledgement Statement:** We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

### AGENDA:

1. Call to Order

2. Adoption of Agenda

**RECOMMENDATION:**

Pg.1

That the draft agenda of Regular Meeting #01-23 of Tuesday, January 10, 2023 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section and a Public Question period.

3. Delegations - NIL

4. New Business

5. Adoption of the Minutes

(1) **RECOMMENDATION:**

Pg.5

That the draft minutes of Regular Meeting #20-22 of Tuesday, December 13, 2022 be adopted as presented.

6. Referrals from Delegations - NIL

7. Referrals from Prior Meetings

(1) **Salmo Valley Curling & Rink Association Re: Request for Funding Through COVID Safe Restart Grant - #86**

Pg.11

**RECOMMENDATION:**

That Council approve a grant of \$15,000 from the COVID Safe Restart Grant to the Salmo Valley Curling & Rink Association.

(2) **Salmo Valley Trail Society Re: Request for Community Development Funds - #88**

Pg.13

**RECOMMENDATION:**

That Council approve the Salmo Valley Trail Society's request to use \$5,000 of the Village of Salmo's portion of the 2022 Community Development Funds.

8. Policy Development & Review

- (1) **Code of Conduct Policy A-009 (Previously named Code of Ethics Policy)** Pg.17
- RECOMMENDATION:**
- That Council rename Policy A-009 Code of Ethics to Policy A-009 Code of Conduct and adopt as attached in Attachment 1.
9. **Bylaw Review & Development - NIL**
10. **Accounts Payable**
- RECOMMENDATION:** Pg.35
- That Council receive for information the list of accounts payable cheques and electronic fund transfers from December 9, 2022 to January 5, 2023 totaling \$108,223.27.
11. **Correspondence Requiring a Council Decision - NIL**
12. **Correspondence for Information Only**
- RECOMMENDATION:**
- That Council receive for information the following correspondence from:
- (1) **UBCM Re: Second Community Works Fund Payment - #94** Pg.37
- (2) **ALC Re: Congratulations from the Agricultural Land Commission - #95** Pg.39
- (3) **Linda Worley, Chair Columbia River Treaty Local Government Committee Activities Re: Update on CRT Local Government Committee Activities - #96** Pg.41
- (4) **Interior Health Re: Decriminalization of Some Illegal Substances – January 31, 2023 - #01** Pg.45
- (5) **RDCK Re: 2023 ReDi Grants Intake Period January 9 to February 17, 2023 - #02** Pg.47
13. **Member Reports & Inquiries**
- (1) **Councillor Cox**
- (2) **Councillor Lins**
- (3) **Councillor Neil**
- (5) **Mayor Lockwood**
- RECOMMENDATION:** Pg.49
- That the verbal and written reports of Mayor and Council be received for information.
14. **Public Question Period**
15. **In Camera Resolution**
- That the meeting be closed to the public under Sections 90(1)(c) of the *Community Charter*.
16. **In Camera Items**

- (1) Labour
- 17. Reconvene Open Meeting
- 18. Adjournment

*The next regularly scheduled Council meeting will be on January 24, 2023 at 7:00 p.m.*





**REGULAR MEETING #20-22 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, December 13, 2022 at 7:00 p.m.

**PRESENT:**

<u>In Person:</u>	Members of the Public - 6
Councillor Melanie Cox	<u>Electronically:</u>
Councillor Kenzie Neil	Mayor Diana Lockwood
CAO James Heth	Members of the Public - 1

**REGRETS:** Councillor Jennifer Lins.

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

**AGENDA:**

R1-20-22 Moved and seconded, that the draft agenda of Regular Meeting #20-22 of Tuesday, December 13, 2022 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, a Financial Report section, an Operational Report section, an Assignment section, and a Public Question period.

Carried.

**DELEGATIONS:** NIL

**FINANCIAL REPORT – FINANCIAL OFFICER RUSS**

R2-20-22 Moved and seconded, that Council receive for information the Third Quarter Financial Statement dated September 30, 2022 as presented by Financial Officer Nathan Russ.

Carried.

**NEW BUSINESS:**

R3-20-22 Moved and seconded, that Council approve all of Council to attend the 2023 Elected Officials Seminar – Association of Kootenay and Boundary Local Governments Region 8-10 March, 2023 in Kimberley, BC.

Carried.

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

R4-20-22 Moved and seconded, that the draft minutes of Regular Meeting #19-22 of Tuesday, November 22, 2022 be adopted as presented.

Regular Meeting  
November 22, 2022

Carried.

**REFERRALS FROM DELEGATIONS:**

R5-20-22 Moved and seconded, that the Village not restrict the number of  
Cannabis Business  
License Restrictions  
cannabis retailers in Salmo.

Carried.

**REFERRALS FROM PRIOR MEETINGS:**

R6-20-22 Moved and seconded, that Council approve the amended Snow and Ice  
Snow and Ice Control Control Policy CW-007, amended to include a definition of “Sidewalk”.  
Policy CW-007 Carried.

**POLICY DEVELOPMENT & REVIEW:**

R7-20-22 Moved and seconded, that Council receive for information the report  
Permissive Tax as presented by CAO Heth.  
Exemption Policy F-010 Carried.

**BYLAW REVIEW & DEVELOPMENT:**

R8-20-22 Moved and seconded, that Council appoint James Heth as Chief  
Election Officials Bylaw Election Officer for conducting the 2023 local by-election with power  
#537, 2005 to appoint other election officials as required for the administration  
and conduct of the 2023 local by-election.  
Carried.

R9-20-22 Moved and seconded, that Council appoint Brandy Jessup as Deputy  
Election Officials Bylaw Chief Election Officer for the 2023 local by-election.  
#537, 2005 Carried.

R10-20-22 Moved and seconded, that Council appoint Will Kalmikoff, Doug  
Board of Variance Lockwood and Pat Waterstreet as members of the Board of Variance.  
Bylaw #551, 2005 Carried.

R11-20-22 Moved and seconded, that the “*Village of Salmo Zoning Bylaw #717,*  
Village of Salmo Zoning *2023*” be given first reading.  
Bylaw #717, 2023 Carried.

**OPERATIONAL REPORT:**

R12-20-22 Moved and seconded, that Council receive for information the written  
CAO Report report as presented by CAO Heth for the period of November 18 to  
December 8, 2022.  
Carried.

**ACCOUNTS PAYABLE:**

R13-20-22 Moved and seconded, that Council receive for information the list of  
accounts payable cheques and electronic fund transfers from  
November 18, 2022 to December 8, 2022 totaling \$160,265.56.  
Carried.

**ASSIGNMENTS:**

R14-20-22 Moved and seconded, that Council appoint Councillor Lins to serve as  
RDCK Alternate Director Alternate Director for the Village of Salmo on the Board of the Regional  
District of Central Kootenay.  
Carried.

**CORRESPONDENCE REQUIRING A COUNCIL DECISION:**

R15-20-22 Moved and seconded, that Council approve:  
Salmo Ski Team Society a) a letter agreement with the Salmo Valley Fund to sponsor a grant to  
Re: Request for Grant be transferred through the Village to the Salmo Ski Team Society in the  
Sponsorship - #84 amount of \$500; and  
(b) a Sponsorship Agreement with the Salmo Ski Team Society, and  
further approve the CAO finalizing and signing both agreements.  
Carried.

R16-20-22 Moved and seconded, that Council approve the grant-in-aid request of  
Grant-in-Aid Request: \$300 by the Salmo Community Response Network to assist with the  
Salmo Community cost of providing a Christmas Dinner for Seniors.  
Response Network - Carried.  
#85

R17-20-22 Moved and seconded, that Council approve a grant of \$15,000 from  
Salmo Valley Curling & the COVID Safe Restart Grant to the Salmo Valley Curling & Rink  
Rink Association Re: Association.  
Request for Funding Tabled (lack of quorum).  
Through COVID Safe  
Restart Grant - #86

R18-20-22 Moved and seconded, that Council approve the Salmo Valley Trail  
Salmo Valley Trail Society's request to use \$5,000 of the Village of Salmo's portion of the  
Society Re: Request for 2022 Community Development Funds.  
Community Tabled (lack of quorum).  
Development Funds -  
#88

R19-20-22 Moved and seconded, that Council approve the request of Girl Guides  
Girl Guides of Canada's Canada's British Columbia Council and support girl empowerment in BC  
British Columbia on February 22, 2023 by lighting up an interior window with lights in  
Council Re: Guiding the colour blue.  
Lights Across BC Carried.  
February 22, 2023 - #91

R20-20-22 Moved and seconded, that Council approve the request by the  
Herb Conference Canadian Herb Conference to host their annual conference at KP Park  
Campground Rental and campground for the period 5-10 July, 2023, and that the CAO be  
2023 authorized to finalize and enter into a contract for the event.  
Carried.

**CORRESPONDENCE FOR INFORMATION ONLY:**

R21-20-22 Moved and seconded, that Council receive for information the  
following correspondence from:

- (1) AKBLG Re: Call for Resolutions - #80

- (2) BC Crisis Line Network Re: UBCM Follow Up - Towards Local Mental Health Crisis Care - #81
- (3) FortisBC Re: Congratulations on Re-Election as Mayor - #82
- (4) Ambulance Paramedics of British Columbia Re: Congratulations on Election & Invite to Meet - #83
- (5) Martin & Trudie Ross Re: Japanese Knott Weed Concerns - #87
- (6) Minister of International Development & Minister Responsible for the Pacific Economic Development Agency of Canada Re: Congratulations on Election - #90
- (7) Interior Health Re: IH and RCMP Expanding Crisis Response Partnerships - #92
- (8) BC SPCA Re: Congratulations on Election & Creating More Humane Communities - #93

Carried.

**MEMBER REPORTS & INQUIRIES:**

Councillor Cox                      Councillor Cox reported that she will be reviewing the river treaty negotiations package she recently received.

Councillor Neil                      Councillor Neil reported she will be attending a library board meeting on Dec 14, 2022 and will report back.

Mayor Lockwood                      See *Appendix A*.

R22-20-22  
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:**

- Request that Civic Works improve snow clearing of sidewalks on Glendale Bridge.
- Request that businesses that have licenses in the Village be promoted on the Village website.
- Observation that sound quality is poor for those attending electronically.
- Noted that small organizations likely will not have audited financial statements. The option in the draft permissive tax exemption policy for the Village to require audited financial statements may be onerous.
- There were comments regarding the Zoning Bylaw. The public was reminded that there will be a public hearing with notice, and any comments or concerns should be brought to that hearing so they can be put on record and considered by Council at second reading.

**IN CAMERA RESOLUTION:**



R23-20-22

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

Carried.

**RECONVENE OPEN MEETING:** Council reconvened the regular meeting at 8:45 p.m.

**ADJOURNMENT:**  
R24-20-22

Moved and seconded, that the meeting be adjourned at 8:45 p.m.

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, December 13, 2022.

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Mayor

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Chief Administrative Officer



DATE Nov. 22/22  
NO 86 TO M+C- Dec. 13/22  
FILE NO 0230-20  
VILLAGE OF SALMO

November 22, 2022

Salmo Valley Curling and Rink Association  
1003 Glendale Avenue  
Salmo, B.C. V0G1Z0

Village of Salmo

Re: Covid Relief Fund Request Amendent

The Salmo Valley Curling and Rink Association is a Non Profit Society and has been operating the Salmo Curling Rink since 1976 at the current location with dedicated volunteer members.

The curling programs available to the community of Salmo and surrounding area are Junior, Ladies, Mens, Mixed, Learn to Curl and a School programs for the Elementary and Secondary schools. Four to five events are held annually during the curling seasons. Participants travel from the surrounding communities and area to curl in the events. Curling has been a part of the community since 1960, starting at an outdoor rink on Davies Street.

During the 2020-2021 season curling was suspended due to Covid Restrictions. In 2021-2022 curling returned with restrictions in placed as per the Provincial Public Health Guidelines with Passport requirements. No curling events were held in 2021 -2022 and the program participation number were low. The SVCRA is excited to have the upcoming season returning to a regular season of curling since 2020.

The Covid restrictions over the past 2 years have been financial challenging for SVCRA with the reduced revenue and increase cost of operational expenses.

The Salmo Valley and Curling Rink Association would like to request \$15,000.00 from the Village of Salmo Covid Relief Fund to help with the reduced revenue and increased operating building expenses during the past 2 years.

Thank you,

*Margaret MacDonald*

Margaret MacDonald  
Treasurer  
Salmo Valley Curling and Rink Association





# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Salmo Valley Trail Society	<b>Date of Application:</b> 11/08/2022
<b>Contact Name:</b> Virginia Stockdale	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality: Salmo
<b>Mailing Address:</b> Box 78  salmo British Columbia v0g1z0	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 551-6443	<b>Email:</b> virginiastockdale@yahoo.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

The Salmo Valley Trail Society is a non-profit society that has been running since 2013. Our mission is to create, enhance, and preserve great trail experiences for all walks of life.

The purpose of the Salmo Valley Trail Society, as defined in our constitution is:  
 To develop, maintain and promote recreational trails and trail networks in and around the communities of Salmo and Ymir for non-motorized activities including walking, hiking, biking, equestrian, cross-country skiing and snowshoeing.  
 To develop, maintain and promote facilities that support learning and progression for non-motorized activities including walking, hiking, biking,....

**Grant Application:**

Total Grant Requested: \$ 5000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
 CBT Job Experience Grant  
 50,000.00

**Previous Community Development Grants Received – Year and Amount:**  
 none from Salmo Village

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at: 2022-11-08 15:53:48 <hr/> Signature	Virginia Stockdale <hr/> Print Name
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**Authorization**

Signature of Area Director	Total Grant Approved \$
Board Approved Date:	Resolution #      DATE <u>Nov. 24/22</u>

NO 88 TO MtC-Dec. 13/22  
 FILE NO 0230-20



## COMMUNITY DEVELOPMENT PROGRAM REGIONAL DISTRICT OF CENTRAL KOOTENAY

### COMMUNITY DEVELOPMENT GRANT RECIPIENT OBLIGATIONS

The Recipient shall:

- (a) Use the funding received from the RDCK substantively in accordance with the purposes, methodologies and timeframes described in the funding application. Significant changes to project scope or budget require RDCK approval.
- (b) Comply with all applicable laws and adhere to good business practices in delivering the project or service funded through the community development program grants.
- (c) Unless agreed otherwise by the RDCK, retain ownership to all assets acquired or intangible property created with the funding provided by the RDCK.
- (d) When requested, co-operate with the RDCK in making public announcements regarding the projects or services funded by the RDCK.
- (e) Use the RDCK 's logo in any communications acknowledging the financial contribution of the RDCK and comply with the graphic standards and any conditions communicated by the RDCK.
- (f) Acknowledge that the Recipient and the RDCK are independent contractors, and nothing in the provision of the grant funding by the RDCK is intended to create any joint venture or agency relationship between the two parties. Neither party may purport to create or assume any obligation on behalf of the other.
- (g) Indemnify and save harmless the RDCK , its employees and agents, from and against any and all losses, claims, damages, actions, causes of action, cost and expenses that the RDCK may sustain, incur, suffer or be put to at any time either before or after the projects or services funded by the RDCK are complete, if the same or any of them are based on, arise out of or occur, directly or indirectly, by reason of any act or omission of the Recipient, or of any agent, employee, officer, director or sub-contractor of the Recipient pursuant to this Agreement, excepting always liability arising out of the independent negligent acts of the RDCK.
- (h) Within one year of grant award, submit a report to the RDCK which details how the funds were expended. Loss of eligibility for future Community Development grants may result from failure to submit required reports.
- (i) Where the grant award exceeds \$5,000 in total value, enter into a formal Funding Agreement with the RDCK.

2023 Trail Season Budget		2023 Funding	Amount
<b>Wages</b>		<b>Grants Requested</b>	
Manager	35,520.00	CBT Job Experience Grant	50,000.00
Crew member 1	19,360.00	CBT Trail Enhancement Grant	60,000.00
Crew member 2	19,360.00	RDCK Discretionary	5,000.00
Crew member 3	19,360.00	RDCK Community Dvlmt	5,000.00
Crew member 4	19,360.00	DOT Night	4,000.00
<b>Wages Total</b>	<b>112,960.00</b>	Salmo Valley Fund	1,300.00
		Rec Sites and Trails	5,000.00
<b>Other Expenses</b>		Other grant - Portapotty	1,500.00
Machine Rental	12,000.00	Salmo Vil - Community Dvlp	5,000.00
Mileage	1,500.00	<b>Total Requested</b>	<b>136,800.00</b>
Fuel	1,500.00		
Parking lot Dust control	2,500.00	<b>Other Funds</b>	
Porta potty empty	2,000.00	Fundraising (various)	5,000.00
Tools and Supplies	2,000.00	Memberships	2,500.00
Signs	500.00	<b>Total Other</b>	<b>7,500.00</b>
Trail Counter	500.00		
Volunteer nights	250.00	<b>Total Potential Funds 2023</b>	<b>144,300.00</b>
Director Insurance	300		
General Insurance	1500		
Office/printing/admin	2000		
Banking/Payroll/Website	600		
<b>Other Total</b>	<b>27,150.00</b>		
<b>Total 2023 Season Budget</b>	<b>140,110.00</b>		







Report Date: January 5, 2023  
Meeting Date: January 10, 2023 (#01-23)  
From: James Heth, CAO  
Subject: Code of Conduct Policy

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## BACKGROUND

The Union of BC Municipalities (“**UBCM**”) Working Group on Responsible Conduct says that:

“A code of conduct as a written document that sets shared expectations for conduct or behaviour. A local government council or board can adopt a code of conduct to establish shared expectations for how members should conduct themselves while carrying out their responsibilities and in their work as a collective decision-making body for their community.

Responsible conduct of elected officials is not optional; it is essential to good governance. Responsible conduct is grounded in conducting oneself according to principles such as honesty and integrity, and in a way that furthers a local government’s ability to provide good governance to their community (e.g., governing in a way that is transparent, ethical, accountable, respectful of the rule of law, collaborative, effective, and efficient).”<sup>1</sup>

Under the *Community Charter*, within six months after its first regular council meeting, Council must either consider whether to establish a code of conduct for Council members, or whether an existing code of conduct be reviewed. The Village last considered and adopted Policy A-009 Code of Ethics on April 15, 2017, which is in substance a code of conduct under the *Community Charter*.

## DECISION REQUESTED

### Recommendation:

That Council rename Policy A-009 Code of Ethics to Policy A-009 Code of Conduct and adopt as attached in Attachment 1.

### Alternatives:

1. That Council rename Policy A-009 Code of Ethics to Policy A-009 Code of Conduct and refer back to staff with direction for further amendments to Attachment 1.
2. That Council re-adopt the current Policy A-009 Code of Ethics.

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<sup>1</sup> (Union of BC Municipalities Working Group on Responsible Conduct, 2022)

## **DISCUSSION**

Staff have reviewed and updated the current Code of Ethics to incorporate elements recommended by the UBCM in their Model Code of Conduct. The principle change is to incorporate the recommended foundational principles of integrity, respect, accountability, and leadership and collaboration. The draft also incorporates descriptions of conduct that are required by each principle. Other amendments are intended to remove redundancies, or elements of the current policy that are the subject of other policies or requirements.

Adopting the attached Code of Conduct will meet the requirements of the *Community Charter* and demonstrate Council's commitment to act in a responsible and ethical manner in providing sound governance for the Village.

### **Financial Implications:**

Nil.


### **Operational Implications:**

Nil.

### **Attachments:**

Attachment 1 – Proposed Policy A-009 Code of Conduct

Attachment 2 – Blackline of Policy A-009 Code of Ethics compared to proposed Policy A-009 Code of Conduct

	<b>Corporate Policy Guide</b>		
	<b>Code of Conduct</b>		
<b>Section:</b>	Administration		
<b>Policy Number:</b>	A-009		
<b>Authorized by:</b>	Council		
<b>Effective Date:</b>	April 25, 2017	<b>Revision Date:</b>	[•]

**1. BACKGROUND**

We, as members, recognize that responsible conduct is essential to providing good governance for the Village of Salmo. We further recognize that responsible conduct is based on the foundational principles of integrity, accountability, respect, and leadership and collaboration.

To fulfill our obligations and discharge our duties, we are required to conduct ourselves to the highest ethical standards by being an active participant in ensuring that these foundational principles, and the standards of conduct set out below, are followed in all of our dealings with every person, including those with other members, staff, and the public.

**2. OBJECTIVE**

2.1 The purposes of this Code of Conduct are to ensure that:

- (a) public business is conducted with integrity, in a fair honest and open manner;
- (b) members respect one another, the public and staff and recognize the unique role and contribution each person has in making the Village of Salmo a better place to work and live;
- (c) decision making processes are accessible, participatory, understandable, timely and just; and
- (d) members respect and uphold confidentiality requirements.

**3. APPLICATION**

This Code of Conduct applies to the members of the Village of Salmo. It is each members’ individual responsibility to uphold both the letter and the spirit of this Code of Conduct in their dealings with other members, staff, and the public.

Members must conduct themselves in accordance with the law. This Code of Conduct is intended to be developed, interpreted and applied by members in a manner that is consistent with all applicable federal and provincial laws, as well as the bylaws and policies of the Village, the common law and any other legal obligations which apply to members individually or as a collective Council.

**4. DEFINITIONS**

4.1 In this Code of Conduct, the following words have the following meanings:

- (a) **“Council”** means the Council of the Village of Salmo;
- (b) **“member”** means a Councillor of the Council, or appointee of a Village of Salmo committee or Board of Variance; and
- (c) **“Village”** or **“Village of Salmo”** means The Corporation of the Village of Salmo.



## 5. POLICY

### 5.1 Foundational Principles -

- (a) *Integrity* - means conducting oneself honestly and ethically. Integrity is demonstrated by the following conduct:
- i. members will be open and truthful in all local government dealings, while protecting confidentiality where necessary;
  - ii. members will behave in a manner that promotes public confidence, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct;
  - iii. members will act in the best interest of the public and Village;
  - iv. members will ensure actions are consistent with the shared principles, values, policies, and bylaws collectively agreed to by the Council;
  - v. members will demonstrate the same ethical principles during both meetings that are open and closed to the public; and
  - vi. members will express sincerity when correcting or apologizing for any errors or mistakes made while carrying out official duties.
- (b) *Respect* - means valuing the perspectives, wishes, and rights of others. Respect is demonstrated through the following conduct:
- i. members will treat elected officials, staff, and the public with dignity, understanding, and respect;
  - ii. members will acknowledge that people's beliefs, values, ideas, and contributions add diverse perspectives;
  - iii. members will create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory;
  - iv. members will refrain from any form of discriminatory conduct against another elected official, staff, or the public;
  - v. members will honour the offices of local government and fulfill the obligations of Mayor and Councillor dutifully;
  - vi. members will recognize and value the distinct roles and responsibilities of local government staff;
  - vii. members will call for and expect respect from the Village towards elected officials and staff; and
  - viii. members will ensure that public statements and social media posts that concern other elected officials, staff, and the public are respectful.
- (c) *Accountability* – means an obligation and willingness to accept responsibility or to account for one's actions. Accountability is demonstrated through the following conduct:
- i. members will be transparent about how elected officials carry out their duties and how Council conducts business;



- ii. members will ensure any information and decision-making processes are accessible to the public while protecting confidentiality where necessary;
  - iii. members will correct any mistakes or errors in a timely and transparent manner;
  - iv. members will accept and uphold that the Council is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for their behaviour and individual decisions;
  - v. members will listen to and consider the opinions and needs of the Village in all decision-making and allow for public discourse and feedback; and
  - vi. members will act in accordance with the law, which includes, but is not limited to, the statutes, bylaws, and policies that govern local government.
- (d) *Leadership and Collaboration* – means an ability to lead, listen to, and positively influence others. It also means coming together to create or meet a common goal through collective efforts. Leadership and collaboration are demonstrated through the following conduct:
- i. Members will demonstrate behaviour that builds public confidence and trust in local government.
  - ii. Members will provide considered direction on municipal policies and support colleagues and staff to do the same.
  - iii. Members will educate colleagues and staff on the harmful impacts of discriminatory conduct, and take action to prevent this type of conduct from reoccurring if necessary.
  - iv. Members will create space for open expression by others, take responsibility for one’s own actions and reactions, and accept the decisions of the majority.
  - v. Members will advocate for shared decision-making and actively work with other elected officials, staff, the public, and other stakeholders to achieve common goals.
  - vi. Members will foster positive working relationships between elected officials, staff, and the public.
  - vii. Members will commit to building mutually beneficial working relationships with neighbouring First Nations to further advance reconciliation efforts.
  - viii. Members will positively influence others to adhere to the foundational principles of responsible conduct in all local government dealings.

5.2 **Conduct in Meetings -**

- (a) Members shall prepare themselves for public meetings, listen courteously and attentively to all public discussions before the body, and focus on the business at hand. They shall not interrupt other speakers, make personal comments not germane to the business of the meeting, or otherwise disturb a meeting.
- (b) The policy set out in section 5.2(a) does not apply to a member in relation to their role as Chair of a Council or committee meeting or of a public hearing or public meeting, if the Chair considers it necessary to address improper conduct by a person, a breach of the procedure bylaw by a person, a breach of the rules read by the Chair at a public hearing or meeting, or other conduct where the Chair deems it necessary to maintain order.



5.3 **Compliance with Processes -**

- (a) Members shall perform their duties in accordance with the policies, procedures and rules of order established by the Council which govern the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Village staff.
- (b) Anyone appointed to a Council committee shall be made aware of this policy and be bound to act in accordance with it.

5.4 **Gifts and Favours** - Members shall not accept any gift, money, property, position or favour of any kind whether to be received at the present or in the future, from a person having, or seeking to have dealings with the Village of Salmo, except as follows:

- (a) where such a gift or favour is authorized by law;
- (b) where such contributions are lawful campaign contributions; or
- (c) subject to the *Community Charter*, where such gifts or favours are received as an incident of the protocol, social obligation or common business hospitality that accompany the duties and responsibilities of the member.

Members may participate in Village programs open to the public and may purchase Village property or goods offered for public sale.

5.5 **Communication** - Subject to section 5.6, members shall publicly share substantive information that is relevant to a matter under consideration by the Council or a committee that they may have received from sources outside of the public decision-making process.

5.6 **Confidential Information** - Members shall respect the confidentiality of information concerning the Village of Salmo. They shall neither disclose confidential information without proper authorization, nor use such information to advance their personal, financial or other private interests.

5.7 **Use of Public Resources** - Members shall not use public resources that are not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

5.8 **Advocacy** - Members shall represent the official policies or positions of the Village of Salmo, to the best of their abilities when designated as delegates for this purpose. When presenting their individual opinions and positions regarding Village local government matters, including on social media sites, members shall explicitly state they do not represent the Village of Salmo, nor will they condone the inference that they do.

6. **IMPLEMENTATION OF THE CODE OF CONDUCT**

All members will sign the member affirmation statement at Schedule A at the commencement of their appointment.

7. **COMPLIANCE AND ENFORCEMENT**

7.1 **Responsibility** - Members themselves have primary responsibility to assure that the standards in this Code of Conduct are understood, met, and enforced, so the public can continue to have full confidence in the integrity of the governance of the Village of Salmo.

7.2 **Sanctions** - The Council may impose sanctions on members whose conduct does not comply with this Code of Conduct. The Council may impose a motion of censure on a member and may rescind the appointment of a member to a committee if they are found to have breached the Code of Conduct.



7.3 **Procedure** - To ensure procedural and administrative fairness, a member who is accused of violating any provision of the Code of Conduct shall have one week or the time between two consecutive meetings, whichever is greater, to prepare their case to respond to these allegations. Before considering a sanction, the Council must ensure that a member has:

- (a) received a written copy of the case against them;
- (b) one week or the time between two consecutive meetings, whichever is greater, to prepare a defence against any allegations; and
- (c) a fair opportunity to be heard.

**Revision History**

Approved at meeting on April 25th, 2017, Resolution #10-06-17.

[•]



Schedule A

Member Statement

As a member of the Village of Salmo [Council/committee/Board of Variance], I affirm that I have read and understood this Code of Conduct, and agree to uphold and comply with the standards of conduct that it sets.

\_\_\_\_\_  
Signature


\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (please print clearly)

\_\_\_\_\_  
Office





	<p><del>CODE OF ETHICS POLICY</del></p>		
	<p><u>Corporate Policy</u> <del>Number:</del> <u>Guide</u> <del>A-009</del></p>		
	<p><u>Code of Conduct</u></p>		
<p><b>Section:</b></p>	<p>Administration</p>		
<p><b>Policy Number:</b></p>	<p>A-009</p>		
<p><b>Authorized by:</b></p>	<p><u>Council</u></p>		
<p><b>Effective Date:</b></p>	<p>April 25, 2017</p>	<p>Revision Date:</p>	<p>[•]</p>

Purpose:

1. BACKGROUND

We, as members, recognize that responsible conduct is essential to providing good governance for the Village of Salmo. We further recognize that responsible conduct is based on the foundational principles of integrity, accountability, respect, and leadership and collaboration.

To fulfill our obligations and discharge our duties, we are required to conduct ourselves to the highest ethical standards by being an active participant in ensuring that these foundational principles, and the standards of conduct set out below, are followed in all of our dealings with every person, including those with other members, staff, and the public.

2. OBJECTIVE

2.1 The purposes of ~~the~~this Code of ~~Ethics~~Conduct are to ensure that:

- 1.(a) ~~Public~~public business is conducted with integrity, in a fair honest and open manner;
- 2.(b) ~~Councillors~~members respect one another, the public and staff and recognize the unique role and contribution each person has in making the Village of Salmo a better place to work and live;
- ~~3. The conduct of Councillors in the performance of their duties and responsibilities with the Regional District is above reproach;~~
- 4.(c) ~~Decision~~decision making processes are accessible, participatory, understandable, timely and just; and
- 5.(d) ~~Councillors~~members respect and uphold confidentiality requirements.



**3. APPLICATION OF THE APPLICATION**

This Code of ~~Ethics:~~

The Code of Ethics is applicable Conduct applies to all the members of ~~Council.~~

Policy:

**1. Act in the Public Interest**

~~Recognize that~~ the Village of Salmo ~~seeks.~~ It is each members' individual responsibility to maintain uphold both the letter and enhance the quality of life for all Village residents through effective, responsive and responsible government; Councillors shall conduct spirit of this Code of Conduct in their businessdealings with integrity and in a fair, honest and open manner other members, staff, and the public.

**2. Comply with the Law**

~~Councillors shall comply~~ Members must conduct themselves in accordance with the law. This Code of Conduct is intended to be developed, interpreted and applied by members in a manner that is consistent with all applicable federal, and provincial, and local laws in the performance of their public duties. These laws include, but are not limited to: Constitution Act, 1867, Criminal Code, human Rights Code, Local Government Act, Community Charter, all laws pertaining to financial disclosure and employer responsibilities, and relevant Village of Salmo, as well as the bylaws and policies.

**3. Conduct of Councillors**

~~The conduct of Councillors in the Village, the performance of their duties and responsibilities with the Village of Salmo shall be fair, open and honest. Councillors shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of each other, Village of Salmo Officers and employees, or the public common law and any other legal obligations which apply to members individually or as a collective Council.~~

**4. DEFINITIONS**

4.1 In this Code of Conduct, the following words have the following meanings:

- (a) "Council" means the Council of the Village of Salmo;
- (b) "member" means a Councillor of the Council, or appointee of a Village of Salmo committee or Board of Variance; and
- (c) "Village" or "Village of Salmo" means The Corporation of the Village of Salmo.

Policy

**5.**

**5.1 Foundational Principles -**

- (a) Integrity - means conducting oneself honestly and ethically. Integrity is demonstrated by the following conduct:
  - i. members will be open and truthful in all local government dealings, while protecting confidentiality where necessary;



- ii. members will behave in a manner that promotes public confidence, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct;
- iii. members will act in the best interest of the public and Village;
- iv. members will ensure actions are consistent with the shared principles, values, policies, and bylaws collectively agreed to by the Council;
- v. members will demonstrate the same ethical principles during both meetings that are open and closed to the public; and
- vi. members will express sincerity when correcting or apologizing for any errors or mistakes made while carrying out official duties.

(b) Respect - means valuing the perspectives, wishes, and rights of others. Respect is demonstrated through the following conduct:

- i. members will treat elected officials, staff, and the public with dignity, understanding, and respect;
- ii. members will acknowledge that people's beliefs, values, ideas, and contributions add diverse perspectives;
- iii. members will create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory;
- iv. members will refrain from any form of discriminatory conduct against another elected official, staff, or the public;
- v. members will honour the offices of local government and fulfill the obligations of Mayor and Councillor dutifully;
- vi. members will recognize and value the distinct roles and responsibilities of local government staff;
- vii. members will call for and expect respect from the Village towards elected officials and staff; and
- viii. members will ensure that public statements and social media posts that concern other elected officials, staff, and the public are respectful.

(c) Accountability – means an obligation and willingness to accept responsibility or to account for one's actions. Accountability is demonstrated through the following conduct:

~~4.1.1~~ members will be transparent about how elected officials carry out ~~Compliance with~~  
~~Processes~~

- i. Councillors shall perform their duties and how Council conducts business;
- ii. members will ensure any information and decision-making processes are accessible to the public while protecting confidentiality where necessary;
- iii. members will correct any mistakes or errors in a timely and transparent manner;
- iv. members will accept and uphold that the Council is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for their behaviour and individual decisions;



- v. members will listen to and consider the opinions and needs of the Village in all decision-making and allow for public discourse and feedback; and
- 4.1vi. members will act in accordance with the policies, procedures and rules of order established by the Village of Salmo Council law, which includes, but is not limited to, the statutes, bylaws, and policies that govern the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Village of Salmo Staff local government.

~~4.2(a) Anyone appointed to a Council committee shall be made aware of this policy and be bound to act in accordance with it.~~

- (d) Leadership and Collaboration – means an ability to lead, listen to, and positively influence others. It also means coming together to create or meet a common goal through collective efforts. Leadership and collaboration are demonstrated through the following conduct:
  - i. Members will demonstrate behaviour that builds public confidence and trust in local government.
  - ii. Members will provide considered direction on municipal policies and support colleagues and staff to do the same.
  - iii. Members will educate colleagues and staff on the harmful impacts of discriminatory conduct, and take action to prevent this type of conduct from reoccurring if necessary.
  - iv. Members will create space for open expression by others, take responsibility for one's own actions and reactions, and accept the decisions of the majority.
  - v. Members will advocate for shared decision-making and actively work with other elected officials, staff, the public, and other stakeholders to achieve common goals.
  - vi. Members will foster positive working relationships between elected officials, staff, and the public.
  - vii. Members will commit to building mutually beneficial working relationships with neighbouring First Nations to further advance reconciliation efforts.
  - viii. Members will positively influence others to adhere to the foundational principles of responsible conduct in all local government dealings.

#### 5.5.2 Conduct of Public Meetings

##### Councillors -

- (a) Members shall prepare themselves for public meetings, listen courteously and attentively to all public discussions before the body, and focus on the business at hand. They shall not interrupt other speakers, make personal comments not germane to the business of the meeting, or otherwise disturb a meeting.
- (b) The policy set out in paragraph 5(a) section 5.2(a) does not apply to a Member or Appointed member in relation to their role as Chair of a Council or committee meeting or of



a public hearing or public meeting, if the Chair considers it necessary to address improper conduct by a person, a breach of the procedure bylaw by a person, a breach of the rules read by the Chair at a public hearing or meeting, or other conduct where the Chair deems it necessary to maintain order.

### 5.3 Compliance with Processes

#### ~~6. Decisions Based on Merit~~

~~Councillors shall base their decisions on the merits and substance of the matter at hand.~~

-

(a) Members shall perform their duties in accordance with the policies, procedures and rules of order established by the Council which govern the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Village staff.

(b) Anyone appointed to a Council committee shall be made aware of this policy and be bound to act in accordance with it.

### 7.5.4 Gifts and Favours

7.1 Councillors - Members shall not accept any gift, money, property, position or favour of any kind whether to be received at the present or in the future, from a person having, or seeking to have dealings with the Village of Salmo, except as follows:

(a) where such a gift or favour is authorized by law;

(b) where such contributions are lawful campaign contributions; or

(c) subject to the *Community Charter*, where such gifts or favours are received as an incident of the protocol, social obligation or common business hospitality that accompany the duties and responsibilities of the member.

7.2 Councillors~~Members~~ may participate in Village ~~of Salmo~~ programs open to the public and may purchase Village ~~of Salmo~~ property or goods offered for public sale.

### 8.5.5 Communication

- Subject to ~~sections 9 and 10, Councillors~~section 9.1, members shall publicly share substantive information that is relevant to a matter under consideration by the Council or a committee that they may have received from sources outside of the public decision-making process.

### ~~9. Conflict of Interest~~

~~9.1 Councillors shall be aware of and act in accordance with Division 6 of the Community Charter, and shall fulfill part (c) of their Oath of Office. All Councillors shall be aware of and declare, in writing where necessary, any real or perceived conflicts of interest.~~



**10.5.6 Confidential Information**

Councillors - Members shall respect the confidentiality of information concerning the ~~property, personnel or legal affairs of the~~ Village of Salmo. They shall neither disclose confidential information without proper authorization, nor use such information to advance their personal, financial or other private interests.

**11.5.7 Use of Public Resources**

Councillors - Members shall not use public resources that are not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

**12.5.8 Advocacy**

Councillors - Members shall represent the official policies or positions of the Village of Salmo, ~~the Council or Committee~~ to the best of their abilities when designated as delegates for this purpose. When presenting their individual opinions and positions, regarding Village local government matters, including on social media sites, members shall explicitly state they do not represent ~~the Village, their committee or~~ the Village of Salmo, nor will they condone the inference that they do.

**13. ~~Policy~~ Role of Councillors**

~~Councillors shall respect and adhere to the structure of government as established in the Village of Salmo. In this structure, the Council determines the policies of the Village of Salmo with the advice, information and analysis provided by the public, Committees, and the Village of Salmo staff. Councillors, therefore, shall not interfere with the administrative functions of the Village of Salmo or with the professional duties of the Village of Salmo staff, nor shall they impair the ability of staff to implement the Council decisions.~~

**14. ~~Respectful Workplace Environment~~**

~~Councillors shall treat each other, the public and the Village of Salmo staff with respect and shall be supportive of the personal dignity, self-esteem and well-being of those with whom they come in contact with during the course of their professional duties. Councillors shall be aware of and act in accordance with the *Discrimination, Bullying and Harassment Policy (P-003)*.~~

Implementation of the Code of Conduct:

~~6. THE VILLAGE OF SALMO CODE OF ETHICS IS INTENDED TO BE SELF-ENFORCING. COUNCILLORS SHOULD VIEW THE CODE OF ETHICS AS A SET OF GUIDELINES THAT EXPRESSES THE STANDARDS CODE OF CONDUCT EXPECTED OF THEM. THE IMPLEMENTATION IS MOST EFFECTIVE WHEN COUNCILLORS ARE THOROUGHLY FAMILIAR WITH THE CODE AND EMBRACE ITS PROVISIONS. FOR THIS REASON, THE CODE OF ETHICS WILL BE PROVIDED TO CANDIDATES FOR THE COUNCIL AND APPLICANTS TO COMMITTEES.~~

All members will sign the member affirmation statement at Schedule A at the commencement of their appointment.

**7. COMPLIANCE AND ENFORCEMENT: ENFORCEMENT**



7.1 ~~The Village of Salmo Code of Ethics expresses standards of ethical conduct expected for Councillors of the Village of Salmo, the Councillors and Committees. Councillors~~ **Responsibility - Members** themselves have primary responsibility to assure that ~~these ethical~~ the standards in this Code of Conduct are understood ~~and,~~ met, and ~~that enforced, so~~ the public can continue to have full confidence in the integrity of the governance of the Village of Salmo.

7.2 **Sanctions** - The Council may impose sanctions on ~~Councillors~~ members whose conduct does not comply with ~~the Village of Salmo's ethical standards.~~ this Code of Conduct. The Council may impose a motion of censure on a ~~Councillor~~ member and may rescind the appointment of ~~an Appointee~~ a member to a ~~Committee~~ committee if ~~he or she is~~ they are found to have breached the Code of ~~Ethics~~ Conduct.

7.3 **Procedure** - To ensure procedural and administrative fairness, a ~~Councillors~~ member who is accused of violating any provision of the Code of ~~Ethics, with the exception of section 14 (to which the Complaint Resolution Policy applies),~~ Conduct shall have ~~a minimum of~~ one week or the time between two consecutive meetings, whichever is greater, to prepare ~~his or her~~ their case to respond to these allegations. Before considering a sanction, the Council must ensure that a ~~councillor~~ member has:

- ~~1.~~ (a) received a written copy of the case against ~~him or her~~ them;
- ~~2.~~ (b) ~~a minimum of~~ one week or the time between two consecutive meetings, whichever is greater, to prepare a defence against any allegations; and
- ~~3.~~ (c) a fair opportunity to be heard.

### Revision History

Approved at meeting on April 25th, 2017, Resolution ~~##~~ 10-06-17.


[•]



Schedule A

Member Statement

As a member of the Village of Salmo [Council/committee/Board of Variance], I affirm that I have read and understood this Code of Conduct, and agree to uphold and comply with the standards of conduct that it sets.

	<b>CODE OF ETHICS POLICY</b>	
	Policy Number: A-009	
	Section: Administration	Resolution No.: 10-06-17

Signature

Amended by:

Effective Date:

Name (please print clearly)

Office

**APPENDIX A:**

**MEMBER STATEMENT**

As a Member of the Village of Salmo Council or an Appointee of a Village of Salmo Committee, I agree to uphold the Code of Ethics adopted by the Village of Salmo and conduct myself by the following model of excellence. I will:

- recognize the diversity of backgrounds, interests and views in our community;
- help create an atmosphere of open and responsive government;
- conduct public affairs with integrity, in a fair, honest, and open manner;
- respect one another and the unique role and contribution each of us has in making the Village of Salmo a better place to work and live;
- strive to keep the decision making processes open, accessible, participatory, understandable, timely, just and fair;
- avoid and discourage conduct which is not in the best interests of the Village of Salmo;
- avoid any real or perceived conflict of interest and declare at the earliest opportunity, in writing, any interest that is or may be conflict of interest and declare at the earliest opportunity, in writing, any interest that is or may be in conflict with the business of the body of the Village of Salmo in which I am participating;
- respect and uphold confidentiality requirements; and
- treat all people with whom I come in contact in the way I wish to be treated.





*I affirm that I have read and understood the Village of Salmo Code of Ethics.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print clearly): \_\_\_\_\_ Office/Committee: \_\_\_\_\_

\_\_\_\_\_





Village of Salmo  
Accounts Payable December 9, 2022 to January 5, 2023

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
016031	2022-12-15	Ace Courier Systems	Water Sample Shipping Expense	\$94.80
016040	2022-12-20	Ace Courier Systems	Water Sample Shipping	\$23.67
016050	2022-12-20	Alumichem Canada Inc.	WWTP Supplies	\$2,100.52
016015	2022-12-15	A-Mais Technologies Inc.	A-Mais Software Subscription	\$9,743.74
016042	2022-12-20	Bill's Heavy Duty Enterprises(2004) LTD	Plow Truck Parts	\$369.60
016053	2022-12-22	Bill's Heavy Duty Enterprises(2004) LTD	Plow Truck Supplies	\$331.17
016041	2022-12-20	Billy's Auto Service	FD Fleet Annual Commercial Inspection	\$1,710.83
016016	2022-12-15	Brandt Tractor Ltd.	2018 Loader Parts	\$1,588.31
016017	2022-12-15	Commissionaires British Columbia	Bylaw Enforcement	\$329.60
016054	2022-12-22	Commissionaires British Columbia	Bylaw Enforcement	\$327.33
016043	2022-12-20	Custom Dozing Ltd.	Snow Removal Services	\$1,134.00
016055	2022-12-22	Eco/Logic Environmental	Q4 Effluent Testing	\$1,981.17
016049	2022-12-20	Fortis BC - Natural Gas	Natural Gas Expense	\$2,035.94
016018	2022-12-15	Fortis BC Inc.	Electricity Expense	\$723.71
016044	2022-12-20	Fortis BC Inc.	Electricity Expense	\$43.06
016019	2022-12-15	Gescan Division of Sonepar Canada Inc.	WWTP Supplies	\$479.07
016033	2022-12-20	I.C.B.C.	2023 FD/Fleet Insurance	\$13,157.00
016032	2022-12-20	I.C.B.C.	2023 Liability Insurance	\$39.00
016021	2022-12-15	Imperial Oil Esso	FD/Fleet Fuel Expenses	\$4,929.21
016022	2022-12-15	Isosceles Business Systems Inc	IT Services	\$896.67
016023	2022-12-15	Lordco Auto Parts	2018 Loader Parts	\$112.77
016045	2022-12-20	Lordco Auto Parts	Dump Truck, Plow Truck Parts	\$49.73
016056	2022-12-22	Lordco Auto Parts	Dump Truck, Plow Truck Supplies	\$81.26
016026	2022-12-15	M.O'Connor Contracting	WWTP Upgrade Expense	\$787.50
016046	2022-12-20	M.O'Connor Contracting	Lift Station Call Out	\$315.00
016025	2022-12-15	Mills Office Productivity	Office Supplies	\$24.29
Pre-Authorized Debit	2023-01-04	Municipal Finance Authority of BC	Short Term Fixed Payment	\$2,450.00
016047	2022-12-20	Parks, Kyle	Tree Removal Services	\$2,100.00
EFT	2022-12-13	Receiver General for Canada	Payroll Remittance	\$12,910.81
Pre-Authorized Debit	2023-01-04	Royal Bank Central Card Services	Service Fees	\$56.16
016035	2022-12-20	Salmo Community Response Network	Grant-in-Aid Res. #16-20-22	\$300.00
016057	2022-12-22	Salmo Valley Newsletter	Advertising	\$25.00

Village of Salmo  
Accounts Payable December 9, 2022 to January 5, 2023

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
016048	2022-12-20	Salmo Village Grocery	FD, Office Supplies	\$121.80
016058	2022-12-22	SK Electronics Ltd.	Electrical Storm Damage	\$39.20
016059	2022-12-22	Startup HVAC Solutions LTD	WWTP Maintenance	\$225.75
016027	2022-12-15	Superior Propane	Propane Tank Install	\$3,304.00
016052	2022-12-22	Technical Safety BC	Curling Rink Operating Permit Fee	\$14.20
016029	2022-12-15	Telus Communications Inc.	Fax/Internet/Phone Expenses	\$1,241.54
016030	2022-12-15	Western Financial Group (C02)	Crime, Commercial Insurance Renewal	\$3,100.00
016051	2022-12-20	Yellow Pages Group	Advertising	\$18.90
		Employee Benefits, Reimbursements and Salaries (PP25, PP26, Council 12)		\$38,906.96
		<b>Total:</b>		<b>\$108,223.27</b>

December 9, 2022

DATE Dec. 19/22  
NO 94 TO Mar-Jan 10/23  
FILE NO 1855-03

VILLAGE OF SALMO

Mayor Diana Lockwood and Council  
Village of Salmo  
Box 1000  
Salmo, BC V0G 1Z0

Mayor Diana Lockwood and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND  
PAYMENT FOR 2022/2023**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2022/2023. An electronic transfer of \$54,048.82 is expected to occur in December. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see Section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund (Gas Tax Fund) can be found on our [website](http://www.ubcm.ca).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at [ccbf@ubcm.ca](mailto:ccbf@ubcm.ca) or by phone at 250-356-5134.

Sincerely,



Councillor Jen Ford  
UBCM President

PC: Chris Jury, Chief Financial Officer



DATE Dec. 23/22  
NO 95 TO MAC-JAN. 10/23  
FILE NO 0400-01

**brandy.jessup@salmo.ca**

**From:** cao@salmo.ca  
**Sent:** December 23, 2022 10:21 AM  
**To:** brandy.jessup@salmo.ca  
**Subject:** FW: Congratulations from ALC

VILLAGE OF SALMO

**From:** Sharma, Nagendra ALC:EX <[Nagendra.Sharma@gov.bc.ca](mailto:Nagendra.Sharma@gov.bc.ca)>  
**Sent:** December 22, 2022 5:23 PM  
**To:** [cao@salmo.ca](mailto:cao@salmo.ca)  
**Subject:** Congratulations from ALC

December 22, 2022

**Hi Mayor and Council, Village of Salmo ,**

**RE: Congratulations from the Agricultural Land Commission**

-  
As Chair of the Agricultural Land Commission (ALC) I would like to congratulate you and your colleagues on your election to your respective Regional Board/Council(s). Some of you may have a long history of participation in local government and a wealth of knowledge about the BC local government land use regimes, whilst others may be new to the role and unfamiliar with the intersection of local government and provincial land use planning processes.

This letter is to confirm that the ALC's role is to administer the Agricultural Land Reserve (ALR) and work with the local governments and First Nation governments with ALR land in their jurisdiction to enable and encourage farming. Local governments have an important role to play in the administration of the provincial zone which protects farmland for future generations.

The ALC would be happy to meet with newly elected and returning Board/Councils and their staff upon request to provide information about ALC application and planning processes and discuss how the ALC interacts and collaborates with communities in the administration of the ALR.

If your Board/Council wishes to meet with our representatives, please contact Kim Grout, CEO of ALC at [Kim.Grout@gov.bc.ca](mailto:Kim.Grout@gov.bc.ca)

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Jennifer Dyson, Chair





COLUMBIA  
River Treaty

VILLAGE OF SALMO



To: Columbia Basin government elected officials  
and local government CAOs

Date: December 10, 2022

From: Linda Worley, Chair  
Columbia River Treaty Local Governments Committee

**Subject: Update on CRT Local Government Committee Activities**

The Committee continues to be busy on several initiatives. Since the last update in March, the Committee has held ten virtual meetings, two virtual sessions with Columbia River Treaty (CRT) Indigenous Nations representatives and two virtual negotiations updates.

**Highlights for March to November 2022**

- **Gratitude to retiring members and welcome to new members** – The ten members of the Committee are appointed by each of the four regional districts within the Columbia basin, the Village of Valemount and the AKBLG Executive (see the list on the last page). Local government elections always result in changes in the Committee membership. The Committee is deeply grateful for the contributions of Ramona Faust from RDCK, Diane Langman from the RDKB and Clara Reinhardt, the AKBLG appointee over the past years. The knowledge and perspectives of these members will be missed in Committee discussions. The Committee welcomes Frank Marino from the RDKB and Aidan MacLaren-Caux from the RDCK. These new members will be supported to quickly orient themselves to the Committee's ongoing work.
- **Integrating socio-economic interests in CRT scenarios** – This initiative is funded by the Province to include socio-economic interests in hydro system scenario evaluations to inform the ongoing CRT negotiations. Socio-economic interests that are impacted by reservoir levels and river flows, such as flood risk management, navigation, recreation, tourism, dust generation and others are very important to communities. Performance measures describing the required and preferred reservoir elevations and flow levels for these interests are being defined. These measures will be used to evaluate alternative hydro operations scenarios to inform the ongoing CRT negotiations and implementation of the modernized treaty. For more detailed information see the [Committee's website](#).

In April the team completed a series of webinars with the Committee and the Columbia Basin Regional Advisory Committee (described below) to receive input on initial performance measures. Over the summer and into the fall the team followed up on this input to refine the initial performance measures.

**MARK YOUR CALENDARS for a webinar on January 9 (10am-noon PT – 11am-1pm MT)**

**Elected officials and staff of local governments within the basin are invited to a webinar that will provide an introduction to this work, with an invitation to provide input on the draft performance measures.**

**Join us at:** <https://us02web.zoom.us/j/81291976692?pwd=T3k4eXl1MjFMZkw3Uk51eEV2TWpmQT09>

**Dial-in:** +1 647 558 0588 Meeting ID - 81291976692# Passcode - 952560#

After December 13 you can view confidential background information at: <https://www.crtlgc.ca/crt-socio-economic-pm-s-for-review>. The password is 'sepm'.

In late January/early February basin residents will be invited to provide feedback on the draft performance measures.

Early in 2023 the team will begin using the performance measures to evaluate specific socio-economic interests such as the impacts of reservoir operations in very dry years.

Other groups are working on performance measures for ecosystem function (learn more [here](#)), Indigenous cultural values and power generation.

- **Commitment to implement the [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#)** – Over the past year and a half, the Committee has been learning about UNDRIP and the relevant portions of the Truth and Reconciliation Calls to Action. This has included seeking input from Indigenous Nations representatives in the CRT negotiations and others. In June the Committee committed to adopting UNDRIP by integrating Indigenous reconciliation into the Committee’s actions. The Committee is in the process of reviewing its key documents to ensure they are consistent with UNDRIP and will decide how to implement all of the UNDRIP expectations over time.

### Ongoing

- **Negotiations** – Canada and the U.S. met for the 13<sup>th</sup> and 14<sup>th</sup> rounds of negotiations to modernize the Columbia River Treaty on August 10 - 11 and October 4 - 5, 2022. Negotiators are now reviewing and responding to proposals from each negotiating team. In October, progress was made towards finding common ground on ecosystem co-operation, increased flexibility for operation of Canadian Treaty dams, hydropower coordination, and flood-risk management.

Following the negotiations in October, Global Affairs Canada and the U.S. Department of State hosted a binational workshop on Columbia River ecosystems and Indigenous and Tribal cultural values. Members from the U.S. and Canadian negotiating teams came together with representatives of Columbia Basin Indigenous Nations, Columbia Basin Tribes in the U.S., and government agencies to share information and inform future discussions on how co-ordination on these issues can be improved to benefit ecosystems on both sides of the border.

The Committee is briefed by Negotiating Team members after each round of negotiations. Stay up-to-date on the negotiations [here](#).

- **Modernized domestic CRT governance** – The CRT Negotiations Advisory Team (NAT), which includes the five governments involved in negotiating a modernized Treaty have an initiative underway to examine potential models for modernized Canadian domestic governance under the Treaty. This initiative explores both the role of Indigenous Nations in the context of UNDRIP and how Basin communities could have a voice in future decisions regarding Treaty operations planning.

The Committee has been preparing to engage in this critically important initiative. The Committee will be reaching out to local governments across the Basin once more information is available. The BC CRT Team has committed to providing Basin communities and residents an opportunity for input on potential governance models before decisions are reached.

- **Community interests** – Committee members continue to follow-up with the Province on actions requested by community members at the 2018 and 2019 community meetings, and new issues that are identified by community members.

Several initiatives that are underway to address specific community interests are described in the attached September-October 2022 Local Governments Committee Update from the BC CRT Team.

- ***Columbia Basin Regional Advisory Committee (CBRAC)*** – CBRAC includes public members who represent the geography and interests across the basin (selected based on their expressions of interest) and appointed members from local governments, Indigenous Nations and basin hydro operators. In early May a webinar on UNDRIP and the CRT was held for CBRAC and LGC members. On May 30-31 CBRAC held its first face-to-face meeting since COVID precautions began, in Valemount– this was also the first time a meeting was held in Valemount. A field trip highlighted the stunning natural beauty of the area at the north end of Kinbasket Reservoir, and the challenges of operating the local boat launch with average fluctuations of 80 feet (24.4 m) annually. Webinars in September and October included negotiations updates and follow-up from the Valemount meeting.

The CBRAC terms of reference, membership and meeting summaries as well as presentations and reports discussed at these meetings are available on the [CBRAC webpage](#).

- ***BC Hydro community communications and engagement*** – The Committee continues to monitor BC Hydro communications and engagement with basin communities to suggest improvements. BC Hydro provides a number of helpful email updates including: weekly updates on reservoir levels behind most of the major dams in the region; notices of changes in flow levels below Hugh Keenleyside dam north of Castlegar; notices about operations of the navigation lock at Hugh Keenleyside dam; seasonal operations updates; and other notifications.

***HOW TO RECEIVE BC HYDRO UPDATE EMAILS: Due to the current privacy legislation, BC Hydro can no longer automatically add new elected officials to their email distribution lists. Please ask Mary Anne Coules at [maryanne.coules@bchydro.com](mailto:maryanne.coules@bchydro.com) to add you to their lists.***

### Upcoming

- **Annual strategic planning** – Early in 2023 the Committee will hold a series of webinars to plan and prioritize activities for the next year. Climate change impacts on water management is a priority topic.

I encourage you to stay informed about the CRT negotiations by visiting the [CRT engagement website](#) and signing up for the CRT e-letter. This site will be the source of accurate, updated information as negotiations progress. You can learn more about the Committee at our [website](#).

I wish you and your families a restful and joy-filled holiday season and the very best of the new year.

### Committee Members

RDKB - Linda Worley, LGC Chair/Regional Director/RDKB Board Chair and Mayor Frank Marino, Village of Warfield

RDEK - Stan Doehle, LGC Vice Chair/Regional Director and Jane Walter, Regional Director

RDCK – Aimee Watson, Regional Director/RDCK Board Chair and Aidan MacLaren-Caux, Councilor, Village of Nakusp

CSRD – David Brooks-Hill, Regional Director and Mayor Ron Oszust, Town of Golden

Village of Valemount – Donnie MacLean, Councilor

AKBLG – *To be appointed*





# Interior Health

## MEMO

TO Office of the Mayor; Chief Administrative Officers  
 FROM Interior Health Medical Health Officers  
 DATE December 21, 2022  
 RE: Decriminalization of Some Illegal Substances – January 31, 2023

DATE Jan. 5/23  
 NO 01 TO M+C-JAN. 10/23  
 FILE NO 0400-90  
 VILLAGE OF SALMO

As a vital community partner, this letter is to inform you about Interior Health’s role regarding BC’s exemption under subsection 56(1) of the *Controlled Drugs and Substances Act* to decriminalize personal possession of some illegal substances in the province beginning January 31, 2023 for a three-year period.

While initiatives such as Take-Home Naloxone, supervised consumption sites, medication-assisted treatment, and recovery services have saved lives, drug-related deaths and harms remain unacceptably high. Decriminalization is an important, necessary step to break down the fear and stigma associated with substance use and connect people to services and the health care system.

Interior Health is dedicated to being a part of shifting the approach to people who use drugs from a criminal response to a public health response and is supporting regional implementation of decriminalization. As the January 31, 2023 start date of the exemption approaches, we will be communicating to stakeholders and helping to answer questions about this change.

Our team has hired two Decriminalization Leads who will act as a resource for RCMP and local law enforcement. In addition, they will continue to build connections with local governments, service providers and community organizations. Interior Health’s regional Medical Health Officer team is also a resource to answer questions about a public health approach to substance use.

Please share this message within your organization to relevant staff or departments and watch our [website](#) as well as the [provincial website](#) for information and updates.

If you have questions or concerns please reach out to [decriminalization@interiorhealth.ca](mailto:decriminalization@interiorhealth.ca), and watch your inbox for more information as January 31 approaches.





**Information Sheet**  
**Resident Directed Grants**

DATE Jan. 5/23  
NO 02 TO M+C-JAN. 10/23  
FILE NO 0400-60

VILLAGE OF SALMO

**2023 ReDi Grants Intake Period: January 9, 2023 to February 17, 2023**

**ONLINE APPLICATION SYSTEM**

Wish to apply for project funding? The Regional District of Central Kootenay will be accepting project proposal applications for 2023 Resident Directed Grants (ReDi Grants) consideration from non-profit organizations, societies, and groups throughout the RDCK *through the Trust's online application system.*

**WHO CAN APPLY?**

Eligible applicants include registered and non-registered non-profits, Indigenous organizations, registered schools, and local government. Proposals need to adhere to the spirit of programs provided by the Trust and support efforts by the people in the Basin for meeting community and public need rather than private needs. ReDi Grants are to be used to support proposals that provide additional value for the public good and to assist communities in achieving their collective priorities.

**HOW TO APPLY? – On-line Applications will be accepted January 9 thru February 17, 2023 at 4:30 pm.**

Organizations are encouraged to carefully read through the 2023 Pre-Application Worksheet and Application Guide for application information and instructions.

You will need to create an account to access the ReDi Grants application form first. Once an account is created, organizations are able to complete the online application and further edit the submitted application up to the deadline date of February 17, 2023 at 4:30 pm.

- When logged into a CBT account, organizations will only be able to work on one draft application at a time. Organizations must save and submit an application before they can begin another online application.
- Submitted applications can be edited up until the submission deadline (February 17, 2023 at 4:30 pm).
- Please direct ReDi Grants or application inquiries to my attention (not to CBT).

**WHERE DO I FIND THE ONLINE APPLICATION**

Links to the online application will be available January 9, 2023 to February 17, 2023 on the RDCK website at [rdck.ca/ReDi](http://rdck.ca/ReDi).

**Please direct inquiries regarding the application process and ReDi Grants program to:**

Regional District of Central Kootenay  
Attention: Grants Coordinator  
Box 590, 202 Lakeside Drive Nelson BC V1L 5R4  
Email: [rdckgrants@rdck.bc.ca](mailto:rdckgrants@rdck.bc.ca) or Phone 250-352-8170







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

### MAYOR LOCKWOOD

Mayor Report for Council Meeting held on January 10, 2023.

**DOT NIGHT applications are open.** January 9 to February 17, at 4:30 All applications need to be done online through [rdck.ca/ReDi](http://rdck.ca/ReDi). The program used to be called CIP/AAP and now is called Resident Directed Grants (ReDi Grants)

#### **Salmo Arts Council:**

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

**Citizen Engagement:** I have had many conversations about garbage not being pickup on our usual day of the week, although we did receive the service by the end of the week. As Green for Life work through their staff issues it appears that garbage is getting better being picked up again on Wednesday. We will work with their requests and change pick up day to a Tuesday and making a route for garbage pick up soon.

#### **Economic Development:**

#### **Fire Department:**

### RDCK:

**Board:** 2023 appointments for external committees

The Board appointed RDCK Directors to external committees for varying terms. These appointees represent regional interests on external bodies that deal with specific matters and issues relevant to local stakeholders.

These committees include:

- Municipal Finance Authority – Director Tom Newell
- Municipal Insurance Association of British Columbia – Director Andy Davidoff
- Regional Agriculture Liaison Services Steering Committee – Director Kelly Vandenberghe
- Selkirk College Regional Innovation Chair for Rural Economic Development – Director Aidan McLaren-Caux
- Southeastern BC Regional Connectivity Committee – Directors Garry Jackman & Walter Popoff
- Central Kootenay Food Policy Council – Directors Henny Hanegraaf & Aidan McLarenCaux
- Columbia Basin Regional Advisory Committee – Directors Garry Jackman & Teresa Weatherhead

- Columbia River Treaty Local Governments Committee – Directors Aimee Watson & Aidan McLaren-Caux
- Creston Valley Tourism Society – Director Kelly Vandenberghe
- Kootenay Cannabis Council – Director Keith Page
- West Kootenay Transit Committee – Directors Maria McFaddin, Diana Lockwood & Walter Popoff

**Salmo & Area G Recreation Commission:** Grants awarded

Salmo and Area G Salmo Valley Youth and Community Centre – Salmo Snowboard Club **\$1,227.32**

School District No. 8 –Upgrades to basketball courts at Salmo Community Courts **\$5,000**

**Economic Trust of the Southern Interior – BC (ETSI-BC):**

**Joint Resource Recovery:** January 18, 2023

**West Kootenay Hospital Board:** January 25, 2023

**Other meetings of note:**

**Mayor’s and chair Highway 3 Coalition:** TBA

**Ministry Meetings:** TBA

**IHA Mayor’s and Chairs regional meeting:** Next meeting January 23, 2023

Respectfully submitted,

**Mayor/Director Lockwood**