



The Corporation of the Village of Salmo

REGULAR MEETING #04-23 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, February 28, 2023 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	CAO James Heth
Mayor Diana Lockwood	Members of the Public - 5
Councillor Jennifer Lins	<u>Electronically:</u> 2
Councillor Kenzie Neil	

REGRETS: Councillor Melanie Cox.

CALL TO ORDER: Mayor Lockwood called the meeting to order at 7:03 p.m.

AGENDA:

R1-04-23

Moved and seconded, that the draft agenda of Regular Meeting #04-23 of Tuesday, February 28, 2023 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include a New Business section, a Bylaw Development & Review section, and a Public Question Period.

Carried.

DELEGATIONS:

Erin Thompson & Toni D'Andrea, Nav-CARE Program

Delegation presented on the services offered through the Nav-Care program and important work done by volunteers helping local seniors.

NEW BUSINESS:

NIL

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

R2-04-23

Regular Meeting
February 14, 2023

Moved and seconded, that the draft minutes of the Regular Council meeting #03-23 of Tuesday, February 14, 2023 be adopted as presented.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

BYLAW DEVELOPMENT & REVIEW:

R3-04-23

Municipal Utilities User Fees Bylaw #746, 2023
– Adoption

Moved and seconded, that the "*Municipal Utilities User Fees Bylaw #746, 2023*", having had three readings, be reconsidered and adopted.

Carried.

OPERATIONAL REPORTS:

R4-04-23
Civic Works

Moved and seconded, that Council receive for information the written report as presented by CAO Heth for the period of January 20, 2023 to February 23, 2023. (see *Appendix A*).

Carried.

R5-04-23
Fire Department

Moved and seconded, that Council receive for information the written report dated February 1, 2023 provided by Fire Chief David Hearn for the period of January 2023. (see *Appendix A*).

Carried.

R6-04-23
Bylaw Enforcement

Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of January 2023. (see *Appendix A*).

Carried.

R7-04-23
Administration

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

Carried.

R8-04-23
Community Resiliency
Investment Program –
2023 FireSmart
Community Funding &
Supports

Moved and seconded, that Council approve that the Regional District of Central Kootenay apply for a grant as the primary applicant to the Union of BC Municipalities Community Resiliency Investment Program 2023 FireSmart Community Funding & Supports program on behalf of the Village of Salmo, in the amount of \$17,665. Further, that the Regional District of Central Kootenay may receive and manage the grant funding on the Village's behalf. (see *Appendix A*).

Carried.

Strategic Plan

NIL

FINANCIAL REPORTS:

R9-04-23
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from February 10, 2023 to February 23, 2023 totaling \$69,159.92.

Carried.

R10-04-23
Treasurer's Report

Moved and seconded, that Council receive for information the Treasurer's report for January 2023.

Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION:

R11-04-23
AKBLG Re: Annual
Conference April 21-23,
2023

Moved and seconded, that Council budget for all of Council to attend the AKBLG conference occurring from April 21-23, 2023.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R12-04-23 Moved and seconded, that Council receive for information the following correspondence from:

- (1) Marie Beaton Re: Nurses Need Help - #05
- (2) Miya Regier Re: Solution for Healthcare Crisis - #06
- (3) Ben Pires Re: Attn. Mayor and Council - #07
- (4) Forest Enhancement Society of British Columbia Re: Funded Projects - #08
- (5) Forest Enhancement Society of British Columbia Re: 2023 Accomplishments Update - #09

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Lins Councillor Lins reported engagement with seniors and work in determining possible senior programs.

Councillor Neil See *Appendix B*.

Mayor Lockwood See *Appendix B*.

R13-04-23 Moved and seconded, that the verbal and written reports of Mayor and Council be received for information.
Verbal & Written Reports of Mayor & Council

Carried.

PUBLIC QUESTION PERIOD:

- Questions regarding the Village charging station and power usage for pumping stations.
- Question why Voyentalert system wasn't used to promote the by-election. The Village wants to prioritize use for emergency and operational issues.
- Question whether timbers from old pedestrian bridge could be removed.

ADJOURNMENT: Moved and seconded, that the meeting be adjourned at 8:00 p.m.

R14-04-23

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, February 28, 2023.

Originally Signed By:

Diana Lockwood
Mayor

James Heth
Chief Administrative Officer

APPENDIX A



The Corporation of the Village of Salmo

Report to Council

Report Date: February 23, 2023
Meeting Date: February 28, 2023 (#04-23)
From: James Heth, CAO
Subject: Civic Works Report for February, 2023

1. OBJECTIVE

To update Council on Civic Works operations.

2. RECOMMENDATION

For information.

3. DISCUSSION

3.1. Clarifier Install

Civic Works has been supervising and working with the contractor to install the clarifier. The majority of the work is complete and it is expected that the clarifier will be operational next week. There will be a commissioning period and the plan is to bring it online when the weather warms up a bit.

Civic works has also been working with the contracted Level II operator who has been making weekly site visits to view the waste water treatment plant operations.

3.2. Large Equipment Storage Shed

The contractor has poured the slab and once it is cured the door installation and final carpentry can commence. The building is being heated and Civic Works will maintain the heaters daily.

3.3. Attachments: Nil.



Fire Chief's Report: February 01, 2023

Regular Council Meeting #04-23

Since the last report on January 1st, 2023 the Salmo Fire Department responded to 5 calls:

3 Jaws

1 Lift Assists

1 Chimney Fire

DESCRIPTION

Salmo Fire Department members were page to a MVI involving a school bus and a passenger vehicle. Fortunately there were no obvious injuries to any of the students on the school bus. The two persons in the car were transported to the hospital for treatment. This incident could have been so much worse, had the impact been made in a different area of the bus, or had the other vehicle been a larger vehicle like a semi or a logging truck. Incidents such as this hits home the emergency preparedness of all emergency responders in the area. We are in a relatively isolated area and other responding agencies from neighbouring communities are at least half an hour away. Our members train for this kind of event, but hope it never happens.

Misc.

We have had an increase in members attending practices in the last month. We have been concentrating on SCBA work and other skills that we can practice inside the fire hall. We are waiting for warmer weather where we can go outside and pump water and use fire hoses, without fear of causing sheets of ice.

With our recent promotion on Facebook and in the newsletter looking for new members, we gained one new member. We had one other person express a strong interest in joining, but he only attended a couple of fire practices and then he never came back and has not responded to messages. Lack of members during the daytime continues to be an issue for our fire department. We had one call where no one immediately answered the page, but we eventually had three members that were able to respond to a lift assist. Other members are able to leave their place of work to respond, but these members have to respond from Trail, Nelson and Castlegar. With the huge influx of new residents to our valley in recent times, we need to come up with a community strategy to get these people active in our community. We have so many organizations that rely on volunteers (library, curling rink, ski hill, fire department, ambulance, Lions, Legion, etc.), and these new people are enjoying the benefits of what Salmo and area have to offer without stepping up to assist and volunteer their time. Our community have what we have because of the volunteers, past and present. We need to find a way to get some of these new residents to step up and become volunteers in our great community.

Originally Signed By:

David Hearn, Fire Chief

FILE 7380-20



Bylaw Officer's Report: January 1, 2023 to January 31, 2023

Regular Council Meeting #04-23

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Miscellaneous	1	<ul style="list-style-type: none">One (1) complaint about a political flag on a vehicle parked at a home located across from the Elementary School and Daycare. The Village was not able to take action as there is no bylaw in place for this type of complaint.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Dog Related	4	<ul style="list-style-type: none">Spoke to four (4) residents that were walking dogs to remind them that they need to get 2023 dog licenses. One (1) person already had their dogs licensed and the other three (3) said they would go purchase licenses. Will follow-up to ensure compliance.
Business License	1	<ul style="list-style-type: none">Hand delivered one (1) Business License to a local business.
Traffic	1	<ul style="list-style-type: none">Civic Works requested that a resident be notified to move their truck as it was hindering snow removal. Spoke to the owner, 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 to Council

Report Date: February 23, 2023
Meeting Date: February 28, 2023 (#04-23)
From: James Heth, CAO
Subject: CAO Report for February, 2023

1. OBJECTIVE

To update Council on Village operations and administration.

2. RECOMMENDATION

For information.

3. DISCUSSION

3.1. Clarifier Install

Civic works is finalizing the new clarifier install, expected to be complete the week of February 27-March 1, 2023. The full commissioning will depend on weather to some extent (i.e. after the current cold spell).

3.2. Large Equipment Storage Shed

The slab pour is planned for February 24, 2023, and then door installation and final carpentry can commence.

3.3. Dike Management

There may be new provincial funding this spring for community emergency preparedness. In discussions with the province regarding the Village dike management, they recommended that the Village develop a longer-term plan to bring the dike up to current design requirements, which could be supported by this potential upcoming funding for planning, design and construction. CAO will work with our engineer to begin scoping this potential project.

3.4. Glendale Bridge

The repair design and a class 3 estimate are underway which we should receive within the next month.

3.5. Budget

The CFO has prepared a draft schedule for the budget process. CAO will review and seek Council input before finalizing.

3.6. Grants

- (a) Rural Economic Diversification and Infrastructure Program – have submitted request for \$21,600 for building design and class D estimate for a building to replace the current concession in KP Park.

Current Status – pending

- (b) Canada Summer Jobs -have requested wage subsidy support for 3 summer students for a 16-week period, total funding of \$15,033
Current Status – pending
- (c) Celebrate Canada – have requested \$5,000 for Canada Day events.
Current Status – pending
- (d) Community Emergency Preparedness Fund – have submitted request for \$29,325 for turn out gear renewal for the Fire Department.
Current Status – the grant funding has been approved and the Fire Department will purchase the planned equipment this year.
- (e) End year funding opportunity – have submitted a request for Provincial end-year funding of \$26,260 to pay for the Glendale Bridge repair design and class 3 estimate that is currently underway.
Current Status – it’s not clear if the newly announced Growing Communities Fund will replace this request.
- (f) Growing Communities Fund – this recently announced fund is intended to help build community infrastructure and amenities to meet the demands of unprecedented population growth. This is one-time funding.
Current Status – details are to be confirmed but the funding will be received by March 31, 2023. The formula for determining the amount isn’t known, but our understanding is that the minimum amount is \$500,000.

3.7. **Attachments:** Nil.



The Corporation of the Village of Salmo

Request for Decision

Report Date: February 23, 2023
Meeting Date: February 28, 2023 (#04-23)
From: James Heth, CAO
Subject: Community Resiliency Investment Program – 2023 FireSmart Community Funding & Supports

1. **OBJECTIVE**

To approve administration of FireSmart program funding by the Regional District of Central Kootenay ("RDCK") on behalf of the Village.

2. **RECOMMENDATION**

THAT Council approve that the Regional District of Central Kootenay apply for a grant as the primary applicant to the Union of BC Municipalities Community Resiliency Investment Program 2023 FireSmart Community Funding & Supports program on behalf of the Village of Salmo, in the amount of \$17,665. Further, that the Regional District of Central Kootenay may receive and manage the grant funding on the Village's behalf.

3. **ALTERNATIVES**

3.1. Council not approve the resolution.

Implication: The Village may still apply for the program funding but will need to administer the FireSmart program itself without support of the RDCK.

4. **DISCUSSION AND ANALYSIS**

4.1. **Background:** At the January 24, 2023 meeting, Council approved a resolution that the Village approve a grant application to the Union of BC Municipalities ("UBCM") Community Resiliency Investment Program 2023 FireSmart Community Funding & Supports program, to support FireSmart activities, in the amount of \$17,665. The application was submitted and structured so the program would be delivered by the RDCK. The UBCM has responded that the application should be submitted by the RDCK, provided the Village approve that the funding be directed to and administered by the RDCK.

4.2. **Discussion:** This application structure is consistent with past years. In earlier discussions between the RDCK and the UBCM, the UBCM indicated that the Village should apply as primary applicant. But after receiving the Village's application and further discussions with the RDCK, the UBCM has agreed that even though the RDCK application is fully subscribed, they would allow the RDCK to apply as primary applicant so the regional delivery of the program can continue.

4.3. **Financial Implications:** The funding would not be received or administered by the Village.

4.4. **Operational Implications:** The Village is in a high risk class for wildfire, and continued participation in the FireSmart program is advised.

4.5. **Legislative Framework:** Section 8(2) of the *Community Charter* (British Columbia) provides that Council may provide any service that the Council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.

4.6. **Communications:** Program communications will be administered by RDCK.

4.7. **Attachments:** Nil.

APPENDIX B



THE CORPORATION OF THE VILLAGE OF SALMO REPORT FROM COUNCIL

COUNCILLOR NEIL

Council Report for Council Meeting held on February 28, 2023.

PORTFOLIOS

Library Board:

Library Director's Report – January 2023

Community, Events & Programs

January 28th was literacy day and it went really well this year! We didn't have huge numbers but we still had plenty of people and lots of fun and community connections! This year's theme was Family Heritage. During the day we hosted a Metis Story time with Jocelyn and had 9 people; CBAL Ozobots/Keva had 10 kids; drumming and craft Family time with COINS 8 people; spelling bee had 15 spellers and 12 spectators. The winners of the spelling bee were, Laura Sanderson, Tova Main, and Sue Bakken. Approximately 57 people attended the library throughout the day.

We also had a number of people contribute to the picture window contest with the word Family.

Online Trivia was a success with 15 people attending. Kim, Sherry, and Cathy's team won. The next trivia night we host, we hope for it to be in person at the pub or in the reading garden

During Lego Club for January, we had 3 events with 26 kids attending over those dates.

The Salmo History Group has set up a new display in the vault. The new display's theme is focused on famous local sports people, check it out.

We have a new printer that will allow the patron to colour print. It is \$0.50 per copy.

Working with the KLF and Nelson, Beaver Valley, Trail, Rossland and Grand Forks libraries we have been tracking books the circulate between us to see if it is feasible to have a courier instead of Canada post. To save money and time.

Tax Support is set to start from mid-March to the end of April. Sign up for times will be available by the end of Feb.

Grants and Funding

We made \$156 in printing and coping during Jan. This extra income from printing will help cover the slight cost increase for the new printer.

KLF Local Initiative Grant – \$600

Village of Salmo Grant in aid - \$300

Both of these will go towards Live History Theater happening April 17th

Both Summer Student Grants have been submitted. The CSJ grant is through the Friends and YCW is through the library.

Taylor is now able to use the Grant Advance database to access potential funders and grant streams.

Taylor has spoken with Shelly about running a new t-shirt print. She will be able to do these this summer.

Upcoming Events

Feb 15th – CBAL hosting daycare for Ozobots session

Feb 17th – Pro-D day activities

Feb 20th – Family Day Library Closed

March 2nd – Shelly Grice author reading (not confirmed)

March 13th AGM

March 16th – Author reading with Leesa Dean for her new book Filling Station

April is poetry month watch for upcoming poetry events

Thursdays – Drop in LEGO with Owen

Fridays – Drop in Scrabble

Feb 24th Library Book Club

Feb 24th Friends Tea

Education:

Strategic Plan Community Engagement Session attended.

This meeting discussed the mission, vision, values, and priorities for SD8 for 2024- 2029.

OTHER MEETINGS OR ACTIVITIES OF NOTE: NIL

Respectfully submitted,

Councillor Neil



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on February 28, 2023.

DOT NIGHT will be on April 5 at the youth center doors open at 6pm and are closed at 7pm.

Salmo Arts Council:

Salmo & Area G Emergency Preparedness:

Citizen Engagement:

Economic Development:

Fire Department:

RDCK:

Board: RDCK has become a member of the Rural Health Network. Staff is applying to FCM – Green Municipal Fund for a Greenhouse Gas Reduction Pathway Feasibility Study and Salmo Recreation Commission will be a part of it if successful. New staff to be hired: One full time, permanent Human Resources Advisor starting June 1, at a cost of \$124,800, One full time Systems Administrator Starting June 1, at a cost of \$138,000, Two Plan Checkers, one in Creston and one in Nelson to start April 1 at a cost of \$89,269.18, One Development Technician for the Creston Office starting April 1, at a cost of \$89,269.18, One part time, Administrative Assistant starting March 15, at a cost of \$42,150 and one full time Payroll specialist to start June 1, at a cost of \$91,000.

Salmo & Area G Recreation Commission: Budget discussions are under way.

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

Central Resource Recovery: Budget as this point is going to be a 9% increase, still waiting for final numbers.

Joint Resource Recovery: Budget discussions are under way.

West Kootenay Hospital Board: Next meeting will be March 22, 2023.

Other meetings of note:

Mayor's and chair Highway 3 Coalition: Next meeting April 2023

Ministry Meetings:

IHA Mayor's and Chairs regional meeting:

Respectfully submitted,

Mayor/Director Lockwood