



# The Corporation of the Village of Salmo

## REGULAR MEETING #05-23 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, March 14, 2023 at 7:00 p.m.

**PRESENT:**

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

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

**ADMINISTRATION OF OATH OF OFFICE:** CAO Heth administered the Oath of Office to Councillor-Elect Jonathon Heatlie.

**AGENDA:**  
R1-05-23 Moved and seconded, that the draft agenda of Regular Meeting #05-23 of Tuesday, March 14, 2023 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, an Administrative section, and a Public Question period.  
Carried.

**DELEGATIONS:** NIL

**NEW BUSINESS:** NIL

**MINUTES:** (Note: See official minutes and agenda package for applicable reports.)  
R2-05-23 Moved and seconded, that the draft minutes of the Committee-of-the-  
COTW Whole Meeting of Monday, February 27, 2023 be adopted as  
February 27, 2023 presented.  
Carried.

R3-05-23 Moved and seconded, that the draft minutes of the Special Meeting of  
Special Meeting Monday, February 27, 2023 be adopted as presented.  
February 27, 2023 Carried.

R4-05-23 Moved and seconded, that the draft minutes of Regular Meeting #04-  
Regular Meeting 23 of Tuesday, February 28, 2023 be adopted as presented.  
February 28, 2023 Carried.

**REFERRALS FROM DELEGATIONS:** NIL

**REFERRALS FROM PRIOR MEETINGS:** NIL

**ADMINISTRATIVE:**

R5-05-23  
Risk Management  
Conference

Moved and seconded, that Council approve CAO Heth attending the MIABC Risk Management Conference in Vancouver from April 4-6, 2023, and further approve use of MIABC risk management grant to pay for conference registration and other expenses.

Carried.

**POLICY DEVELOPMENT & REVIEW: NIL**

**BYLAW REVIEW & DEVELOPMENT: NIL**

**ACCOUNTS PAYABLE:**

R6-05-23

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from February 24, 2023 to March 9, 2023 totaling \$92,116.46.

Carried.

**CORRESPONDENCE REQUIRING A COUNCIL DECISION: NIL**

**CORRESPONDENCE FOR INFORMATION ONLY:**

R7-05-23

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

- (1) Ombudsperson BC Re: How the Office of the Ombudsperson Can Work with and Help Local Governments in BC - #10

Carried.

**MEMBER REPORTS & INQUIRIES:**

Councillor Cox

Councillor Cox had nothing to report.

Councillor Lins

Councillor Lins reported:

- That the Local Government Leadership Academy Elected Officials Seminar was a great learning experience.
- The next meeting of the board of the Salmo Valley Youth & Community Centre will be on the same evening of the next Council meeting, so she will try and attend the start of the SVYCC meeting.
- As citizen engagement, a resident commenting on the lack of retail space in the Village.

Councillor Neil

See *Appendix A*

Mayor Lockwood

See *Appendix A*.

R8-05-23  
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:** No questions.

**IN CAMERA RESOLUTION:**

R9-05-23                      Moved and seconded, that the meeting be closed to the public under 90(1)(c) of the *Community Charter*.

**RECONVENE OPEN MEETING:** Council reconvened the regular meeting at 7:26 p.m.

**RISE & REPORT:**

A Civic Works Level 1 Operator position will be posted to replace a departing staff member.

**PORTFOLIOS**

The portfolio assignments for Chamber of Commerce, Museum and Economic Development were assigned to Councillor Heatlie.

**ADJOURNMENT:**

R10-05-23                      Moved and seconded, that the meeting be adjourned at 7:36 p.m.                      Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, March 14, 2023.

Originally Signed By:

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

\_\_\_\_\_  
James Heth  
Chief Administrative Officer



# APPENDIX A



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

### COUNCILLOR NEIL

Council Report for Council Meeting held on March 14, 2023.

### PORTFOLIOS

#### Library Board:

Attended the Salmo Valley Public Library AGM as well as their regular Board Meeting.

#### Library Director's Report – February 2023

This was a busy and fast month!

It was Black History month and displays were up in the windows and around the library. We also had Freedom to read week and a very informative window display along with the library article in the paper.

Pro D Day was busy with 18 children and 4 adults attending.

During Lego Club for January, we had 4 events with 21 kids attending over those dates.

The library Bookclub had 9 people attend and discussed the book Run Towards the Danger by Sarah Polley. It is nice having this bookclub the same day as the Friends tea because we get any extra goodies to share! This month the bookclub stayed and chattered on for 1.5 hours! So great to have this space for programs like this.

CBAL had an Ozobots workshop and 25 attended.

Both downstairs spaces have been getting lots of use from the public for meetings. In February the library space hosted 6 meetings with 22 people attending

Tax Support is set to start from mid-March to the end of April. Sign up for times is now available  
Grants and Funding

CBT Dot Night grant requesting funding for more shelving and storage containers. These funds will go with the SVF grant for \$1500 and we will hopefully double the space for junior graphic novels

DOT night is coming up on Wednesday, April 5th

Taylor and Marianne attended the Village and RDCK joint budgeting meeting. It looks like we will be receiving the total amount we requested

BC announced that Libraries will be receiving a one-time funding over the next 3 years for the amount of 45 million. It has yet to be announced how this funding will be distributed.

We received the CBT Climate resiliency grant for \$40,000

Upcoming Events

March 13 AGM

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

March 21 at 1:00 – Spring Break Movie and popcorn for ages 5+.

March 28 at 1:00 – Spring Break Games for ages 5+.

March 24th soup and bun

March 31st Library Book Club

March 31st Friends Tea

April 1 at 2:00 – Erin Bauman, the Panoptical Poetry presentation

April 17 – Live History Group

April 25, Tuesday at 7:00 – Poet Elizabeth Cunningham

May 6 -Scrabble Tournament – Hoping the Friends can supply some goodies for this event.

April is poetry month watch for upcoming poetry events

**Education:-NIL**

**OTHER MEETINGS OR ACTIVITIES OF NOTE:**

Attended the LGLA conference in Kimberley. This was a great experience and the days were very full of learning. I found the presentation by Jan Enns on Communications to be very informative. This session focused on respectful, compelling communication strategies. I hope to implement some of these tips into my daily practice as a Councillor. I also found the MIABC presentation on Risk Management to be very useful. This session shared tips from legal counsel on how to reduce liability arising from communications.

During my time in Kimberley I was able to network with other Mayors and Councillors from our surrounding areas and discuss issues such as housing, transportation, and climate action that impact us all. This was an inspiring opportunity to hear how other communities are approaching these challenges and to share what has and has not worked for them.

Respectfully submitted,

Councillor Neil



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

### **MAYOR LOCKWOOD**

Mayor Report for Council Meeting held on March 14, 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:** I would like to say **THANK YOU** to everyone that phones the office about garbage complaints and refrains themselves from yelling at the staff. I understand that frustration about the garbage service. This service is contracted out to Green for Life (GFL) out of Trail, and our expectation of them is that our garbage is being picked up weekly. Salmo residents are very use to every Wednesday and by a certain time that our garbage disappears. We have been very lucky since GFL (used to be Alpine) took over our garbage service in 2014, we have not had any issues until now. They are not issues we as a village are dealing with but GFL themselves are dealing with.

**Economic Development:**

**Fire Department:**

**RDCK:**

**Board:** Next meeting March 16, 2023

**Salmo & Area G Recreation Commission:** Next meeting May 8, 2023

**Economic Trust of the Southern Interior – BC (ETSI-BC):** Next meeting March 24, 2023

**Central Resource Recovery:** Next meeting TBA

**Joint Resource Recovery:** Next meeting March 15, 2023

**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:

Local Government Leadership Academy: Held in Kimberly March 8-10, 2023. Codes of Conduct and Roles and Responsibilities for Councils and Boards let us explore learned experiences of local governments across BC and best practices. Councils' job is to know that they are not involved in the operations but responsible for the governance.

**ASSET MANAGEMENT:** When you hear Local Government, what does that mean to you?

Your local government takes care of

sidewalks and roads you walk and drive on;

emergencies such as fire, floods, car accidents;

land planning for housing, business, parks, and recreation;

safe drinking water:

recycling and garbage and;

dealing with all the wastewater that is produced and these services happen all year long everyday in the best cost-effective manner.

Our jobs as elected officials are to think about what our community needs and what they want in the future and what the community is willing to pay for.

Everything that we deal with is an asset of some sort. Are we prepared to maintain that asset, or do we try and fix a problem down the road if possible. Reserves are one way to be prepared to maintain our assets which means we must be prepared to put away money for that day in need.

Assets needs to be managed in a structured and strategic way that is alignment with your expectations.

We need to determine our capital investment priorities, then determine what we have for financial capacity, our staff resources, any data on our assets (cost, lifecycle etc) and risk assessment.

We need to ask ourselves about the services that are being provided, are they wanted, at what level is acceptable, are they sustainable at the funding level they are receiving, and why we provide this service.

How do we do all this – We need to do an inventory of everything we have, then determine the condition it is in and its value, then determine the level of service the community wants, and then determine the risks involved with the service.

How do we engage with our community – our Official Community Plan gives us the direction that the community would like to go. With that direction council needs to be mindful of affordable service level but also remembering that we have certain requirements through legislation.

All new or old services require human capital and without human capital there are no services.

When you purchase something new that is your capital cost (once and done), now you have operational and maintenance costs and to cap it all off you have replacement costs at the end of that once and done. So, if we do not plan right from the beginning of an asset about the replacement cost, we get caught with high taxes all at once or removing that service. We must ask ourselves, what is the communities expectation. This is the importance of asset management, to prepare for our future.

When I hear that someone is against paying taxes, that tells me they do not want any services. Is that truly the case, probably not.

Council needs to have a high level of understanding of services and how much they cost, strategic direction for staff through Bylaws and Policy, build reserves or have ways to allocate monies to these services, make the tough decisions and assume risks and consequences, makes sure the services we have represent the public.



Asset management benefits everyone from council to community members by improving decision making, makes for better services, awareness , transparency, accountability, understanding of where our assets are in their life cycle, trust, and gives everyone a sense of stability.

That is Asset Management!

Networking is a great asset for us all when we attend these conferences as it also gives us the opportunity to learn from other communities and have others to reach out to when in need.

Respectfully submitted,

**Mayor/Director Lockwood**

