



The Corporation of the Village of Salmo

REGULAR MEETING (#01-24) 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 9, 2024 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 #01-24 of Tuesday, January 9, 2024 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, an Operational Reports section, a Public Question period, and an *In Camera* section.

3. Delegations - NIL
4. New Business
5. Adoption of the Minutes

(1) STAFF RECOMMENDATION:

Pg.5

That the draft minutes of Regular Council meeting #21-23 of Tuesday, December 12, 2023 be adopted as presented.

6. Referrals from Delegations - NIL
7. Referrals from Prior Meetings - NIL
8. Policy Development & Review - NIL
9. Bylaw Development & Review - NIL
10. Operational Reports

(1) Administration

STAFF RECOMMENDATION:

Pg.9

That Council award the Solar Array System Village Office contract to Power Tech Electric Ltd./Power Tech Climate Control.

That Council award the Solar Array System Public Works Building contract to Power Tech Electric Ltd./Power Tech Climate Control.

11. Accounts Payable

STAFF RECOMMENDATION:

Pg.11

That Council receive for information the list of accounts payable cheques and electronic fund transfers from December 8, 2023 to January 4, 2024 totaling \$126,714.32.

12. Correspondence Requiring a Council Decision

- (1) **Diana Cole, Renal Advocacy Representative Re: Letter of Support for Hemodialysis at Kootenay Lake Hospital - #01**

Pg.13

STAFF RECOMMENDATION:

That Council direct staff to write a letter of support to the Renal Advocacy Group for their initiative to bring Hemodialysis to the Kootenay Lake Hospital.

13. Correspondence for Information Only

STAFF RECOMMENDATION:

That Council receive for information the following correspondence from:

- (1) **Ministry of Municipal Affairs Re: Thank You for Meeting - #65**
- (2) **BC Emergency Health Services Re: Positive Changes in the Delivery of Pre-Hospital & Community Paramedic Care in Your Community - #67**
- (3) **Salmo & Area Supportive Housing Re: New Housing Initiative - #68**
- (4) **Dr. Bashir Makhoul, University Canada West Re: Introduction as the Newly Appointed President & Vice-Chancellor - #69**
- (5) **Taylor Caron, Salmo Valley Public Library Re: Amendment to 2024 Library Budget - #70**

Pg.15

Pg.17

Pg.19

Pg.21

Pg.23

14. Member Reports & Inquiries

- (1) **Councillor Cox**
- (2) **Councillor Heatlie**
- (3) **Councillor Lins**
- (4) **Councillor Neil**
- (5) **Mayor Lockwood**

STAFF RECOMMENDATION:

Pg.27

That the verbal and written reports of Mayor and Council be received for information.

15. Public Question Period

16. In Camera Resolution

That the meeting be closed to the public under Sections 90(1)(c)(i) of the *Community Charter*.

17. In Camera Items

(1) Legal

(2) Labour

18. Adjournment

The next regularly scheduled Council meeting will be on February 27, 2024 at 7:00 p.m.



The Corporation of the Village of Salmo

DRAFT

REGULAR MEETING #21-23 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, December 12, 2023 at 7:00 p.m.

PRESENT:

| | |
|-----------------------------|---------------------------|
| <u>In Person:</u> | CAO/CO Ange Qualizza |
| Mayor Diana Lockwood | Members of the Public - 0 |
| Councillor Melanie Cox | |
| Councillor Jonathon Heatlie | <u>Electronically:</u> |
| Councillor Kenzie Neil | Members of the Public – 1 |

REGRETS: Councillor Lins

CALL TO ORDER: Mayor Lockwood called the meeting to order at 7:01 p.m.

AGENDA:
R1-21-23

Moved and seconded, that the draft agenda of Regular Meeting #21-23 of Tuesday, December 12, 2023 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, Operational Reports section, a Financial Report section, and a Public Question period.

Carried.

DELEGATIONS: NIL

NEW BUSINESS:
R2-21-23

Moved and seconded, that Council approve the grant-in-aid request of \$300 for the Salmo Community Resource Society to assist with the cost of the Christmas Hamper Food Drive.

Carried.

MINUTES: (Note: See official minutes and agenda package for copies of applicable reports.)
R3-21-23

Regular Meeting #20-23 November 28, 2023

Moved and seconded, that the draft minutes of the Regular Council meeting #20-23 of Tuesday, November 28, 2023 be adopted as presented.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

BYLAW DEVELOPMENT & REVIEW: NIL

OPERATIONAL REPORTS:
R4-21-23

Civic Works

Moved and Seconded, that Council direct staff to bring back to council a complete project cost for option 4.2., that includes options for a

propane as a back up that evaluates sizes of propane tanks, purchasing versus rental options, the requirements for site improvements and options associated. (see *Appendix A*).

Carried.

R5-21-23
Community
Development Funds

Moved and seconded, Council approve using \$30,000 of the Village of Salmo's portion of the 2023 Community Development Funds towards costs associated with the public washroom at the Large Equipment Storage building. (see *Appendix A*).

Carried.

R6-21-23
Fire Apparatus

Moved and seconded, Council receive for information the report prepared by CAO Qualizza regarding the Fire Apparatus. (see *Appendix A*).

Carried.

R7-21-23
Salmo Dinner Jacket

Moved and seconded, Council receive for information the report prepared by Administrative Assistant Ellis regarding the Salmo Dinner Jackets. (see *Appendix A*).

Carried.

ACCOUNTS PAYABLE:

R8-21-23

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from November 24, 2023 to December 7, 2023 totaling \$287,471.29.

Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION:

R9-21-23

Moved and seconded, that Council appoint Councillor Neil as the municipal appointee for the CKISS Regional Invasive Species Working Group.

Carried.

FINANCIAL REPORTS:

R10-21-23
Q3 2023 Financial
Statement

Moved and seconded, that Council receive for information the Third Quarter Financial Statement dated September 30, 2023 as presented by Finance Officer Nathan Russ.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R11-21-23

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

- (1) Art Guite Consulting Re: Draft Pest Management Plan for Provincial Public (Crown) Lands in Southern and Coastal British Columbia - #62
- (2) Office of the Minister of Housing Re: New Legislation to Support Local Government Housing Initiatives - #64

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Cox Councillor Cox had nothing to report.

Councillor Heatlie Councillor Heatlie had nothing to report.

Councillor Neil Councillor Neil reported her attendance at the library meeting, where the group enjoyed a nice festive evening.

Mayor Lockwood See *Appendix B*.

R12-21-23 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: NIL

ADJOURNMENT: Moved and seconded, that the meeting be adjourned.
R13-21-23

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, December 12, 2023.

Mayor

CAO/Corporate Officer



The Corporation of the Village of Salmo

Report to Council

Report Date: January 3, 2024
Meeting Date: January 9, 2024 (#01-24)
From: CAO Qualizza
Subject: Columbia Basin Trust Basin Charge Up Program - Contract Award

1. STAFF RECOMENDATION

That Council award the Solar Array System Village Office contract to Power Tech Electric Ltd./Power Tech Climate Control.

And further,

That Council award the Solar Array System Public Works Building contract to Power Tech Electric Ltd./Power Tech Climate Control.

2. BACKGROUND

Council made a motion to support participating In the Columbia Basin this project February 14, 2023, *That Council approve energy efficiency upgrades and solar power installations for the Village Office and Civic Works shop under the Columbia Basin Trust Basin Charge Up Program, and further approve Village funding up to \$26, 175 towards the project costs.*

At the conclusion of our Request For Proposals, we received eight bids for both the Public Works Building and the Village Office.

Our evaluation committee was comprised of, CAO Qualizza, Deputy Corporate Officer Brandy Jessup, Administrative Assistant Alana Lins, and Beau Speers.

The proposals were evaluated as per the RFP Criteria:

Evaluation of proposals will be conducted by an Evaluation Committee formed by the Village. Proposals will be checked against the mandatory criteria, and those proposals not meeting all mandatory criteria will be rejected without further consideration. Proposals that meet all mandatory criteria will be assessed and scored against the applicable Scored Criteria. The Village's intent is to enter a Contract with the Proponent who has the highest overall ranking based on the following criteria: • Cost - 60% • Craftsmanship, Durability, and Warranty- 20% • Quality of Proposal – 10% • Proponents History – 10%

The top 3 proposals for the Village Office:

| | |
|--|-----|
| Power Tech Electric Ltd./ Power Tech and Climate Control | 92% |
| Kootenay Solar | 77% |
| Creston Electric | 68% |

The top 3 proposals for Public Works:

| | |
|--|-----|
| Power Tech Electric Ltd./ Power Tech and Climate Control | 92% |
| Creston Electric | 73% |
| Energy Economics | 65% |

The Evaluating Committee are recommending both contracts for Solar Array be awarded to Power Tech. Their proposal was detailed, thorough and comprehensive.

Respectfully submitted,

CAO Qualizza

Village of Salmo
Accounts Payable December 8 to January 4, 2024

| Cheque # | Pay Date | Vendor Name | Description | Paid Amount |
|----------------------|------------|--|---|-------------|
| 016974 | 2023-12-14 | Accura Alarms Security Service Ltd. | Alarm Maintenance/Monitoring | \$89.25 |
| 017014 | 2023-12-21 | Ace Courier Systems | WD Supplies/Water Sample Shipping | \$64.54 |
| 017023 | 2024-01-04 | Ace Courier Systems | Water Sample Shipping | \$51.50 |
| 017034 | 2024-01-04 | Alumichem Canada Inc. | WWTP Supplies | \$4,523.90 |
| 017035 | 2024-01-04 | Assoc. of Kootenay & Boundary Local Govt | 2024 AKBLG Membership | \$335.84 |
| 017015 | 2023-12-21 | Commissionaires British Columbia | Bylaw Enforcement | \$218.11 |
| 016975 | 2023-12-14 | Dehnel Patricia | Planning Services | \$582.75 |
| 017017 | 2023-12-21 | Environmental Operators Certification | Annual Dues | \$187.95 |
| 017020 | 2023-12-21 | Fortis BC - Natural Gas | Natural Gas Expenses | \$1,091.30 |
| 017033 | 2024-01-04 | Fortis BC - Natural Gas | Natural Gas Expenses | \$24.98 |
| 016977 | 2023-12-14 | Fortis BC Inc. | Electricity Expenses | \$48.11 |
| 017025 | 2024-01-04 | Fortis BC Inc. | Electricity Expenses | \$6,724.55 |
| 017036 | 2024-01-04 | Fortis BC Inc. | Electricity Expenses | \$54.94 |
| 017026 | 2024-01-04 | GFL Environmental Inc. 2020 | CW/WWTP Garbage Services | \$9,587.76 |
| 017027 | 2024-01-04 | Hub Fire Engines & Equipment Ltd. | Fire Truck Maintenance | \$4,381.87 |
| 017024 | 2024-01-04 | Iconix Waterworks LP | Water Distribution System Supplies | \$117.60 |
| 016978 | 2023-12-14 | Imperial Oil Esso | FD/Fleet Fuel Expenses | \$2,092.85 |
| 016979 | 2023-12-14 | International Selkirk Loop | Advertising | \$397.00 |
| 017030 | 2024-01-04 | Kelowna Barrette | Janitorial Services | \$341.25 |
| 016980 | 2023-12-14 | Kootenay Industrial Supply Ltd. | Shop Supplies | \$119.70 |
| 016981 | 2023-12-14 | Lordco Auto Parts | 2018 Loader Maintenance/Shop Supplies | \$149.98 |
| 017029 | 2024-01-04 | Martech | Lift Station Maintenance | \$2,570.89 |
| 016983 | 2023-12-14 | Masse Environmental Consultants Ltd. | Glendale Bridge Maintenance | \$997.47 |
| 017018 | 2023-12-21 | Merlino Angelina | SDJ Exchange | \$13.13 |
| 016984 | 2023-12-14 | Micah's Plumbing Heating & Cooling | Wellness Center Maintenance | \$336.78 |
| 016982 | 2023-12-14 | Mills Office Productivity | Office Supplies | \$12.07 |
| 017037 | 2024-01-04 | Minister of Finance | Annual Mine Permit Fee | \$150.00 |
| Pre-Authorized Debit | 2023-12-13 | Minister of Finance | Employer Health Tax Remittance | \$855.72 |
| EFT | 2023-12-13 | Receiver General for Canada | Payroll Remittance | \$17,560.03 |
| Pre-Authorized Debit | 2024-01-04 | Royal Bank Central Card Services | Service Fees | \$79.85 |
| 016988 | 2023-12-14 | Salmo Community Services | Grant in Aid RES #2-21-23 | \$300.00 |
| 016986 | 2023-12-14 | Salmo Valley Newsletter | Christmas Advertising | \$25.00 |
| 016985 | 2023-12-14 | Salmo Volunteer Fire Department | Bylaw 557- Annual Remittance | \$1,640.00 |
| 017019 | 2023-12-21 | Sheep Creek Crane Ltd. | Glendale Well Maintenance | \$840.00 |
| 017031 | 2024-01-04 | Skyway Hardware (1985) Ltd. | Large Equip. Building/Office/Shop/WWTP Supplies | \$540.20 |
| 016987 | 2023-12-14 | Summit Truck & Equipment | GMC Dumptruck Maintenance/Snow Removal Supplies | \$4,807.54 |

Village of Salmo
Accounts Payable December 8 to January 4, 2024

| Cheque # | Pay Date | Vendor Name | Description | Paid Amount |
|----------|------------|---|---|---------------------|
| 017032 | 2024-01-04 | Summit Truck & Equipment | Loader/Sweeper/Trackless Maintenance, Shop Supplies | \$1,776.01 |
| 017038 | 2024-01-04 | Sunco Communication & Installation | IT Services | \$1,129.41 |
| 017021 | 2023-12-21 | Tamelin Don | Promo Refund | \$17.33 |
| 016989 | 2023-12-14 | Telus Communications Inc. | Phone/Internet/Fax Expense | \$1,249.81 |
| 016990 | 2023-12-14 | Village of Fruitvale | WWTP Contract Services | \$8,750.00 |
| 017022 | 2023-12-21 | WSA Engineering Limited | Engineering Services | \$4,410.00 |
| 017039 | 2024-01-04 | Yellow Pages Group | Advertising | \$18.90 |
| | | Employee Benefits, Reimbursements and Salaries (PP25, PP26, Council 12) | | \$47,448.45 |
| | | Total: | | \$126,714.32 |

DATE Jan. 3/24
NO 01 TO M+C-JAN. 9/24
FILE NO 0220-30

Brandy Jessup

From: Village of Salmo <support@trugis.ca>
Sent: January 3, 2024 1:43 PM
To: Village of Salmo
Subject: New message from a Salmo.ca user!

VILLAGE OF SALMO

Name: Diana Cole

Email: lastingpeace@gmail.com

Subject: Request a Letter of Support from the Village of Salmo for Hemodialysis at Kootenay Lake Hospital

Message: Would the Village of Salmo consider writing a letter in support of the establishment of a hemodialysis unit at the Nelson Kootenay Lake Hospital? There's a need for this treatment because there are 8 patients currently traveling to Trail from within the Nelson-Creston riding. Some of them are traveling from as far away as Mirror Lake and Ainsworth in very inclement weather on mountainous terrain three times a week. I believe one dialysis patient who was living in Woodbury recently moved to Salmo. There is no efficient public transportation for people within the Nelson-Creston riding to access in order to get to Trail. Dialysis patients are either driving themselves or paying a volunteer driver to transport them to Trail at the cost of \$65 round trip. One patient estimates that she often stays overnight and incurs costs which are not reimbursed to her through her income tax filings.

The West Kootenay Boundary Regional District Hospital Board voted unanimously to start a two-year needs assessment for a dialysis treatment at KLH and has requested BC Renal to attend the next meeting in January to discuss the possibility of setting up hemodialysis treatments at KLH.

We have letters of support from the City of Nelson, the Village of Kaslo, and the Nelson Gyro Club. We anticipate letters of support from the two Nelson Rotary Clubs and the Lions Club. It would help the dialysis patients within the Nelson-Creston riding to have the Village of Salmo on board as well.

Thank you for your consideration. My phone number is 250.551.8328.

Sincerely,

Diana Morita Cole

Nelson Resident

Renal Advocacy Representative

Upload images or documents:

Date: January 3, 2024

Time: 1:43 pm

Brandy Jessup

From: Village of Salmo <support@trugis.ca>
Sent: January 3, 2024 2:47 PM
To: Village of Salmo
Subject: New message from a Salmo.ca user!

Name: Diana Cole

Email: lastingpeace@gmail.com

Subject: Further to My Request for a Letter of Support for Hemodialysis at KLH

Message: The annual cost of one dialysis patient traveling from Ainsworth to Trail is \$25,000, which includes meals, gas, wear and tear on the car and tires, and lodging for her and her driver. Of that amount she only gets reimbursed for \$600. Patients on social assistance have their costs covered by the government.

I believe it would benefit people in Salmo to have a choice to travel to either Trail or Nelson because there are frequent highway closures.

We need hemodialysis treatment at the Kootenay Lake Hospital. Please help with your support.

Thank you for your time.

Diana Cole

Nelson Resident

Renal Advocacy Group Representative

Upload images or documents:

Date: January 3, 2024

Time: 2:47 pm



DATE Dec. 12/23
NO 65 TO M+C-Jan-9/24
FILE NO 0400-20
VILLAGE OF SALMO

December 12, 2023

Ref: 273410

Their Worship Mayor Diana Lockwood
and Members of Council
Village of Salmo
PO Box 1000
Salmo BC V0G 1Z0

Dear Mayor Lockwood and Councillors:

Thank you for sending a delegation to meet with me during this year's Union of BC Municipalities (UBCM) Convention. It was a pleasure to hear from you in my first UBCM Convention experience as Minister of Municipal Affairs.

I was very interested in the issues your delegation brought forward including your considerations around purchasing a new fire truck and the approval requirements associated with long-term borrowing. Thank you for your letter dated November 1, 2023, in which you underlined the importance of this issue to your community.

I understand that seeking elector approval may be administratively difficult in some circumstances. At the same time, elector approval is critical to ensuring transparency and public accountability in the council's decisions impacting the long-term finances of various services. While the province is not considering removing the elector approval requirement from statute currently, I have passed this on to my team for further discussion.

If you have any specific questions regarding this issue, I encourage you to contact Joshua Craig, Director, Local Government Infrastructure and Finance Branch, by telephone at: 778 698-3231 or by email: Joshua.Craig@gov.bc.ca.

.../2

Their Worship Mayor Diana Lockwood
and Members of Council
Page 2

Thank you again to your delegation for taking the time to meet with me, I look forward to continuing to work with your Council.

Sincerely,

A handwritten signature in black ink, appearing to read "Anne Kang". The signature is fluid and cursive, with the first name "Anne" being more prominent than the last name "Kang".

Anne Kang
Minister

Enclosure

pc: Ange Qualizza, Chief Administrative Officer, Village of Salmo
Joshua Craig, Director, Local Government Infrastructure and Finance Branch

December 5, 2023

Diana Lockwood
MAYOR.LOCKWOOD@SALMO.CA
Salmo, BC

Dear Mayor Diana Lockwood,

Re.: Positive Changes in the Delivery of Pre-Hospital & Community Paramedic Care in Your Community

On behalf of BC Emergency Health Services (BCEHS), I am pleased to inform you about a coming change in the delivery of pre-hospital and community paramedic care provided in your community. We are working with the union responsible for paramedics in BC to phase out the Scheduled on-call (SOC) staffing model, and these changes promise to have a positive impact on the quality of care we provide in your community.

Our decision to implement these changes has been the result of a comprehensive analysis, which included a community needs assessment, extensive engagement with partners in health authorities and communities across the province, as well as critically important consultation with our employees. We have strived to ensure any changes in the delivery of patient care align with the needs and preferences of each community. Our objective is to improve the service provided in your community and put a system in place that best provides the opportunity to ensure our ambulances are staffed and ready when needed.

In line with our commitment to enhance services, we are transitioning some communities to what is known as an Alpha staffing model. This model means that regular full-time paramedics will be available in the community around the clock, 24/7. This transition will ensure that paramedics are prepared to respond to emergencies in your community regardless of the time of day. The implementation of an Alpha scheduling pattern will result in a threefold increase in the total number of hours staff are on duty in the station to deliver care in the community.

As an important part of these changes, we are also placing a special focus on improving the community paramedicine program. We will transition the community paramedic program from being part of the 911 response to a stand-alone program solely dedicated to providing preventative health care and outreach in the community.

This shift emphasizes our commitment to providing community-focused services tailored to meet the unique needs of each community. Our goal is to provide care that not only respects, but also harmonizes with local Indigenous cultural practices and beliefs. By doing so, we aim to offer a more inclusive and culturally sensitive approach to the care we provide our patients.

These changes are integral to meeting the ever-evolving needs of our communities and ensuring the continued well-being of our residents. We look forward to working with your office and our partners to ensure the successful implementation of these changes.

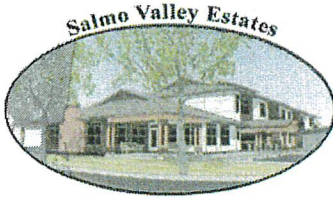
Should you have any questions or require further information please do not hesitate to contact District Manager Deb Morris at DEBBIE.MORRIS@BCEHS.CA.

Sincerely,

A handwritten signature in cursive script that reads "Leanne Heppell".

Leanne Heppell
Chief Ambulance Officer
BC Emergency Health Services

CC. Chief Administrative Officer
District Manager, Deb Morris, BCEHS



Salmo & Area Supportive Housing Society

Seniors' and Affordable housing

P.O. Box 880, 730 Railway Ave

Salmo, BC V0G 1Z0

Tel.: (250) 357-2629 Email: salmove@telus.net

DATE Dec. 13/23

NO 68 TO M+C - JAN. 9/24

FILE NO 0230-20

VILLAGE OF SALMO

December 12, 2023

Village of Salmo
423 Davies Avenue
P.O. Box 1000
Salmo, BC V0G 1Z0

Dear Mayor and Council:

Re: New Affordable Housing Initiative

In 2014, Salmo & Area Supportive Housing Society built 20 affordable units of senior housing and 8 affordable family townhouses, known as Salmo Valley Estates. Today, we continue to manage this site with below market rents. As a successful non-profit organization and with the current provincial push to address the housing crisis, we have been approached by several housing organizations to develop new affordable housing in the Salmo area.

Salmo Valley Estates is here today due to the initial contributions and support from the Village and Community. In 2013, the Village committed to 10 years of property tax exemptions. In thanks and to commemorate partnerships, we recently commissioned a painting from a local artist, placed it prominently in the lobby with plaques for our contributors, such as the Village of Salmo.

As you know, with any new affordable housing project, the first step is to receive the support of local government. For the present property, the Village committed to 10 years of property tax exemptions. If the Village is interested in expanding this property or purchasing a new one, we require a commitment from the Village either in the purchase of property or in lieu of a property commitment, we feel a 10-year tax exemption and waiving 100% of development fees would be appropriate.

Should you have any question or wish to discuss, feel free to call (250) 357-2629.

Sincerely,

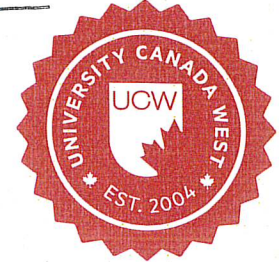
Lorne Hanson
President

December 1, 2023

DATE Dec. 20/23
NO 69 TO M&C - JAN. 9/24
FILE NO 0400-01

VILLAGE OF SALMO

Diana Lockwood
Mayor of Salmo
PO Box 1000,
Salmo, BC V0G 1Z0



Dear Mayor Lockwood,

I hope this letter finds you in good health and high spirits. It is with great pleasure that I introduce myself as the newly appointed President & Vice-Chancellor of University Canada West (UCW). It is both an honour and a privilege to join the esteemed academic community and engage with the leaders who contribute significantly to the prosperity of British Columbia.

In my previous leadership roles in the UK, I have witnessed the transformative power of collaboration between educational institutions and local governments. I am enthusiastic about the prospect of forging strong connections with municipalities across British Columbia to enhance the collective impact on education, innovation and community development.

UCW is dedicated to fostering meaningful partnerships that extend beyond its campus borders. I am eager to explore opportunities for collaboration on initiatives that align with the priorities and goals of our community. From joint research projects to community outreach programs, I believe we can create lasting positive change together.

In the coming weeks, I would be honoured to arrange a meeting to discuss potential areas of collaboration and to gain insights into the specific needs and aspirations of our community. Your guidance and partnerships are invaluable as we work together to strengthen the ties between our university and the communities we serve.

Please feel free to reach out to me directly at bashir.makhoul@ucanwest.ca to schedule a meeting or share your thoughts on how we can best collaborate for the benefit of our shared constituents.

Thank you for your time and I look forward to the prospect of working closely with you to contribute to the continued success and well-being of British Columbia.

Best wishes,

Dr. Bashir Makhoul
President & Vice-Chancellor
University Canada West

DATE Dec. 20/23
NO 70 TO M+C-JAN. 9/24
FILE NO 7960-01

Brandy Jessup

From: Ange Qualizza
Sent: December 20, 2023 2:28 PM
To: Brandy Jessup
Subject: FW: Amendment to 2024 Library Budget
Attachments: 2024 Working Budget - Amended .pdf

VILLAGE OF SALMO



Ange Qualizza | Chief Administrative Officer
Village of Salmo | Hub of the Kootenays
423 Davies Avenue (PO Box 1000), Salmo, BC V0G 1Z0
office: 250.357.9433 **e:** cao@salmo.ca **w:** www.salmo.ca

From: Salmo Library Director <tcaron@salmo.bc.libraries.coop>
Sent: Monday, December 18, 2023 4:35 PM
To: Mayor Diana Lockwood <mayor.lockwood@salmo.ca>; Councillor Kenzie Neil <councillor.neil@salmo.ca>; Ange Qualizza <cao@salmo.ca>
Subject: Amendment to 2024 Library Budget

Dear Mayor and Council, I would like to express my gratitude for your warm reception during our presentation of the 2024 Draft budget and our discussion about the achievements and challenges we faced during 2023. Your continued support is greatly appreciated.

I regret to inform you that we had to make some modifications to the initial budget presented. Enclosed is the new amended budget for your review. Please let us know if you have any questions or concerns. The reason for the revision was the pricing changes to software, digital collections, and online databases (highlighted on the amended budget). You will notice an additional amount of \$970 in our total RDCK/Village grant request. However, this total amount does not include the RDCK administrative fees. This is the total gross amount required for our library budget.

Thank you for your attention to this matter, and please do not hesitate to contact us if you have any further questions or concerns regarding the 2024 Library Budget.

Taylor

--
Taylor Caron (she/her), Library Director
Salmo Valley Public Library
tcaron@salmo.bc.libraries.coop / (250) 357-2312
104 4th St, Box 458, Salmo BC V0G 1Z0

| REVENUE | 2024 Proposed | 2023 Final | 2022 Final |
|---|----------------------|-------------------|-------------------|
| Including Operating Grants | | | |
| RDCK/ Village Grant | 100,880 | 97,000 | 90,949 |
| Library Grants: | | | |
| Library Services Branch | 8,928 | 8,850 | 8,850 |
| BC Program Grants | 9,150 | 8,217 | 8,217 |
| ILL Resource Sharing Grant | 4,216 | 3,120 | 3,120 |
| Total Library Grants \$20,187 | | | |
| CBT Climate Resilience | | | |
| BC One-time Funding Grant | 17,878 | | |
| Employment Grants: | | | |
| Canada Summer Jobs (Friends) | 4,000 | 4,500 | - |
| School Works Student (College of the Rockies) | - | 4,100 | 3,400 |
| Young Canada Works (Canada Council) | 3,000 | 3,000 | 2,500 |
| Total Employment Grants \$11,600 | | | |
| Grants, Friends Programs | - | - | 1,500 |
| Grants, Other | 11,700 | 11,700 | 7,000 |
| Total Grants | 159,752 | 140,487 | 125,536 |
| Fundraising | | | |
| Friends Donations | 4,000 | 4,000 | - |
| Donations | 4,000 | 4,000 | 8,000 |
| Fundraising (T-shirts, etc.) | 1,000 | 200 | 300 |
| Magazine Drive | 2,300 | 2,300 | 2,300 |
| Total Fundraising | 11,300 | 10,500 | 10,600 |
| General Revenue | | | |
| Book Sales | 1,300 | 1,300 | 800 |
| Fines | 700 | 700 | 600 |
| Interest Income | 500 | 200 | 200 |
| Photocopy/Printing | 1,600 | 1,300 | 800 |
| Total General Revenue | 4,100 | 3,500 | 2,400 |
| TOTAL REVENUE | 175,152 | 154,487 | 138,536 |
| EXPENSES | | | |
| <i>Collection Expense</i> | | | |
| Books - Adult | 6,500 | 5,750 | 5,500 |
| Books - Junior | 5,000 | 4,750 | 4,500 |
| Audiovisual/Digital | 1,700 | 1,200 | 1,000 |
| Magazines | 2,200 | 2,200 | 1,800 |
| Newspapers | - | - | - |
| Online Databases | 1,470 | 1,000 | 2,000 |
| Cataloguing Supplies | 700 | 700 | 700 |
| Total Collection Expense | 17,570 | 15,600 | 15,500 |
| <i>Payroll Expenses</i> | | | |
| Wages & Salaries | 84,794 | 79,980 | 73,524 |
| Staff Medical Benefits | 1,000 | 1,000 | 1,000 |
| Student Employees: | | | |
| School Works Student | - | 8,845 | 8,536 |
| Media Tech (from One-time grant) | 16,224 | - | - |
| Young Canada Works (Canada Council) | 4,355 | 4,095 | 3,952 |
| Canada Summer Jobs (Friends) | 3,136 | 4,423 | 4,268 |
| Total Student Employees \$25,088 | | | |
| CPP Expense | 4,998 | 4,271 | 3,578 |
| EI Expense | 2,522 | 2,221 | 1,997 |
| WCB Expense | 168 | 151 | 140 |
| Total Payroll Expense | 117,197 | 104,986 | 96,995 |
| <i>Programming (Friends Donation)</i> | | | |
| Author Visits | 300 | 241 | 200 |
| Adult Programs incl Literacy | 200 | 200 | 200 |

| REVENUE | 2024 Proposed | 2023 Final | 2022 Final |
|--|----------------------|-------------------|-------------------|
| Including Operating Grants | | | |
| Summer Reading Club | 100 | 100 | 100 |
| Children's Programs | 500 | 500 | 500 |
| Total Programming Expense | 1,100 | 1,041 | 1,000 |
| <i>Administrative Expenses</i> | | | |
| Advertising | - | - | - |
| Bank Charges | 100 | 100 | 100 |
| Board Expense | 100 | 100 | 100 |
| Bookkeeper | 2,200 | 2,000 | 2,000 |
| Computer Hardware (from reserves) | - | - | - |
| Computer Software | 5,250 | 3,120 | 3,200 |
| Education & Training – Staff & Board | 200 | 200 | 200 |
| Fundraising Expense (T-shirts, etc.) | 50 | 50 | 50 |
| Furniture and Equipment | - | - | - |
| Memberships | 900 | 600 | 900 |
| Office Supplies | 1,100 | 900 | 1,100 |
| Photocopier (all inclusive) | 3,000 | 2,720 | 2,720 |
| Postage & Courier | 3,500 | 3,000 | 2,800 |
| Volunteer Expense | 20 | 20 | 20 |
| Total Administrative Expense | 16,420 | 12,810 | 13,190 |
| <i>Occupancy</i> | | | |
| Insurance | 2,200 | 1,900 | 1,600 |
| Internet | 1,500 | 1,500 | 2,000 |
| Janitorial | 7,665 | 5,200 | 5,000 |
| Maintenance | 600 | 600 | 600 |
| Rent | 9,600 | 9,600 | 9,600 |
| Security | 200 | 150 | 150 |
| Telephone | 1,100 | 1,100 | 1,200 |
| Total Occupancy Expense | 22,865 | 20,050 | 20,150 |
| Transfer to Reserves (P Tatum Fund) | | | |
| TOTAL EXPENSE | 175,152 | 154,487 | 146,835 |
| OPERATING (DEFICIT) SURPLUS | 0 | - | -8,299 |



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on January 9, 2024.

I truly hope you all had a restful time through the holiday season.

Salmo & Area G Emergency Preparedness: We have lots of winter left as we head into January. Preparedness for any event contributes to a restful mind.

Fire Department: The review over the replacement of the fire engine is in progress.

Citizen Engagement: It was a pleasure seeing people supporting local businesses before and during the season.

Salmo Arts Council: They were busy before the season putting on craft events. Check them out on their Facebook page or through their email s.d.artcouncil@gmail.com

RDCK:

Board: As housing becomes more and more of a crisis, the electoral areas are looking at how to unlock land to develop housing. It is different for electoral areas than municipalities when there is no infrastructure to build multi-units.

Resource Recovery Facilities Regulatory Bylaw has had three readings and been adopted. Garbage is an expensive topic, and we would all like it to be “free”. Someone must be responsible for the trash that is made; that someone is all the residents in the RDCK. If we want prices to go down, we need to stop producing so much garbage. If it is made “free”, that just means your taxes need to go way up because that is who the free comes from.

SRK Consulting is the Engineer-of-Record and support at the HB Tailings Facility and has been granted the work for 2024 in the amount of \$228,117 not including GST.

I continue to sit on the West Kootenay Transit Committee with Director Popoff and Alternate Director Newell.

We are requesting more time (April 30) from the province to give feedback for the Emergency Management and Climate Readiness new regulations. We are not sure if it will be granted but it would give staff more time to be more thorough.

The board will have a workshop on the provincial emergency and disaster management legislation regarding the Regulations for Local Authorities.

We adopted the RDCK strategic plan with very minor changes.

The RDCK website request for proposal is out for bid.

Appointments for the Regional Accessibility Advisory Committee has been released with six people and two alternates.

Salmo & Area G Recreation Commission: Next meeting January 22, 2024

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

Central Resource Recovery: Budget meeting February 21, 2024

Joint Resource Recovery: Next meeting January 17, 2024

West Kootenay Hospital Board: Next meeting January 24, 2024

Nelson, Salmo, E, F, & G Regional Parks: Next meeting March 12, 2024

Other meetings of note:

Mayor’s and chair Highway 3 Coalition: Next meeting TBD

Ministry Meetings:

IHA Mayor’s and Chairs regional meeting: TBA

Columbian Basin Trust Corporation: The Trust continues to actively work on the project and is pleased with progress to date.

Project information here: [Fruitvale to Nelson Fibre Optic Backbone Project | Broadband \(ourtrust.org\)](https://ourtrust.org/broadband)

Respectfully submitted,

Mayor/Director Lockwood