



The Corporation of the Village of Salmo

REGULAR MEETING #20-23 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, November 28, 2023 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	CAO/CO Ange Qualizza
Mayor Diana Lockwood	Members of the Public - 4
Councillor Melanie Cox	
Councillor Jonathon Heatlie	<u>Electronically:</u>
Councillor Jennifer Lins	Members of the Public – 1
Councillor Kenzie Neil	

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

AGENDA:

R1-20-23 Moved and seconded, that the draft agenda of Regular Meeting #20-23 of Tuesday, November 28, 2023 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule “B” to include a New Business section, a Regional Alternate Director Appointment, a Bylaw Development & Review section, and a Public Question Period.

Carried.

DELEGATIONS:

Salmo Valley Public Library Taylor Caron presented the Library’s proposed budget for 2024 and shared with Council what has been happening at the library for 2023.

Departure Taylor Caron departed the meeting at 7:27 p.m.

NEW BUSINESS: NIL

REGIONAL ALTERNATE DIRECTOR APPOINTMENT:

Councillor Lins remains as the alternate director as per *Council Procedure Bylaw #663*.

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

R2-20-23 Moved and seconded, that the draft minutes of the Regular Council
Regular Meeting #19-23 meeting #19-23 of Tuesday, November 14, 2023 be adopted as
November 14, 2023 presented.

Carried.

R3-20-23 Moved and seconded, that the draft minutes of the Committee-of-the-
COTW Whole meeting of Tuesday, November 21, 2023 be adopted as
November 21, 2023 presented.

Carried.

REFERRALS FROM DELEGATIONS:

R4-20-23 Moved and seconded, that Council consider appointing a member of Council as a contact point for Jayme Moye, reporter for the Headwaters Podcast, for their project in creating a name for a currently unnamed mountain.

Carried.

R5-20-23 Moved and seconded, that Council appoint Councillor Neil as a contact point for Jayme Moye, reporter for the Headwaters Podcast, for their project in creating a name for a currently unnamed mountain peak.

Carried.

REFERRALS FROM PRIOR MEETINGS: NIL

BYLAW DEVELOPMENT & REVIEW:

R6-20-23 Moved and seconded, that Council approve the 2024 council meeting
Council Procedure schedule as presented, cancelling the January 23, February 13 for
Bylaw #663, 2014 – budget meetings, and cancelling the July 23, August 13, and December
Council Meeting 24 meetings due to vacation scheduling.

Schedule

Carried.

OPERATIONAL REPORTS:

R7-20-23 Moved and seconded, that Council receive for information the written
Civic Works report as presented by Civic Works Foreman Fred Paton dated
November 22, 2023. (see *Appendix A*).

Carried.

R8-20-23 Moved and seconded, that Council direct staff to tabulate the 5-year
Notice of Motion expenditures on both wells, Glendale and Sayward, and bring it to
forward to Council during Budget.

Carried.

R9-20-23 Moved and seconded, that Council receive for information the written
Glendale Well Pump report as presented by Civic Works Foreman Fred Paton dated
Variable Frequency November 7, 2023 regarding the Glendale Well Pump Variable
Driver (VFD) Repair Frequency Drive (VFD) Repair. (see *Appendix A*).

Carried.

R10-20-23 Moved and seconded, that Council award the service agreement for
Electrical Maintenance the period of January 1, 2024 to December 31, 2025 for electrical
maintenance services to Beau Speers Contracting.

Carried.

Departure Councillor Neil recused herself at 8:05 p.m. due to a conflict of interest
as she is related to the owner of Ninco Construction.

- R11-20-23
General Contractor
- Moved and seconded, that Council award the service agreement for the period of January 1, 2024 to December 31, 2025 for general contractor services to Ninco Construction.
- Carried.
- Return
- Council Neil returned to the meeting at 8:08 p.m.
- Departure
- Councillor Heatlie recused himself due to a conflict of interest as he has a family relationship to the owner of Beavers Septic. 8:09 p.m.
- R12-20-23
Septic Hauling
- Moved and seconded, that Council award the service agreement for the period of January 1, 2024 to December 31, 2025 for septic hauling services to Beavers Septic.
- Carried.
- Return
- Councillor Heatlie returned to the meeting at 8:09 p.m.
- Departure
- Councillor Neil recused herself at 8: 06 p.m. due to a conflict of interest as she is related to the owner of Mike May Woodberry Wildland.
- R13-20-23
Tree Maintenance
- Moved and seconded, that Council award the service agreement for the period of January 1, 2024 to December 31, 2025 for tree maintenance services to Mike May Woodberry Wildland.
- Carried.
- Return
- Councillor Neil returned to the meeting at 8:08 p.m.
- R14-20-23
HVAC Maintenance
- Moved and seconded, that Council award the service agreement for the period of January 1, 2024 to December 31, 2025 for HVAC maintenance services to Startup Contracting.
- Carried.
- R15-20-23
Fire Department
- Moved and seconded, that Council receive for information the written report dated November 1, 2023 provided by Fire Chief David Hearn for the period of October 2023. (see *Appendix A*).
- Carried.
- R16-20-23
Bylaw Enforcement
- Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of October 2023. (see *Appendix A*).
- Carried.
- R17-20-23
Administration
- Moved and seconded, that Council provide approval for Regional District of Central Kootenay (RDCK) staff to apply to the Union of British Columbia Municipalities (UBCM) Complete Communities Program, in support of growth management planning, for the full

amount of eligible costs, and that such funding be received and managed by the RDCK on behalf of the Village of Salmo. (see *Appendix A*).

Carried.

R18-20-23

Moved and seconded, that Council direct staff to finalize the lease agreement with Salmo Valley Youth & Community Centre for another ten (10) years. (see *Appendix A*).

Carried.

Strategic Plan

NIL

FINANCIAL REPORTS:

R19-20-23

Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from November 10, 2023 to November 23, 2023 totaling \$44,961.27.

Carried.

R20-20-23

Treasurer's Report

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

Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION: NIL

CORRESPONDENCE FOR INFORMATION ONLY:

R21-20-23

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

- (1) Mayor Lockwood Re: RCMP Salmo Detachment Organizational Structure
- (2) Peter Julian, MP New Westminster-Burnaby Re: Private Member's Bill C-273 -#60
- (3) Interior Health Re: IH and Regional Hospital Districts Strengthen Partnership With New Agreement - #61

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Cox

Councillor Cox reported attended the RDCK meeting.

Councillor Heatlie

Councillor Heatlie nothing to report.

Councillor Lins

Councillor Lins nothing to report.

Councillor Neil

Councillor Neil reported on a letter for PAC regarding a need for support staff for the elementary school.

Mayor Lockwood

See *Appendix B*.

APPENDIX A



The Corporation of the Village of Salmo

Report to Council

Report Date: November 22, 2023
Meeting Date: November 28, 2023 (#20-23)
From: Fred Paton, Civic Works Foreman
Subject: Civic Works Report for November, 2023

1. OBJECTIVE

To update Council on Civic Works operations.

2. DISCUSSION

2.1. Fall Activities

- (a) The Glendale Bridge repair project has been completed and the bridge is open, we are thrilled with the progress and want to thank the community for their patience while this important investment was being completed.
- (b) Ongoing work towards Wastewater Treatment Plant compliance, with many of the items being completed we are looking forward to bringing a complete report to Council in January.
- (c) Flow meter has been installed and is now operational. Flows are being recorded and in compliance with our Wastewater Treatment Plant permit requirements.
- (d) We are currently working with Yellowhead Road and Bridge (YRB) to temporarily repair the dip in the road on Fourth Street. They will be repairing with cold patch for the winter. Staff will bring back a request to council as we evaluate the full repair and costs associated with that project for Spring 2024.
- (e) Level sensors in the Glendale pump have been installed.
- (f) Fall clean-up completed.
- (g) Semi-Annual water chlorination now complete.
- (h) The public bathroom in the Large Equipment Storage Building will be open to public when we receive the timed door lock. The timed door lock has been ordered.

2.2. Attachments:

- (a) NIL



The Corporation of the Village of Salmo

Report to Council

Report Date: November 7, 2023
Meeting Date: November 28, 2023 (#20-23)
From: Fred Paton, Civic Works Foreman
Subject: Glendale Well Pump Variable Frequency Drive (VFD) Repair

1. OBJECTIVE

To inform Council on the requirement to install a low pass filter on the VFD monitoring system at the Glendale Well, and to update Council on the pump motor failure.

2. DISCUSSION

On November 3rd, 2023, our crews received notification from the monitoring system that there was a problem at the Glendale Well.

Upon review and inspection by the Civic Works Foreman, we discovered the well would not turn back on. Supported by our contractor who does our well repairs, and our electrician it was determined that there was no power going to the pump motor, as such the motor is seized and would need to be replaced.

Council approved the purchase of spare motor in August 2023 for the Glendale Well and this was installed.

During installation the crew did required maintenance, replacing a wire and installing the water level transducer that is designed to monitor the water levels in the well.

As we investigated the possible cause of the pump failure, we found that the check valve had failed. This could have been a leading cause, as it impacted the pump motor. We had a spare check valve, and this has since been replaced.

The pump motor works in tandem with a Variable Frequency Drive (VFD), and the manufacturing requirements of the new motor require a low pass filter. The VFD adds an important level of security as it is designed to shut down the pump prior to anything causing extensive damage.

The price for the low pass filter was quoted at \$6,790 plus taxes. Due to the emergent need for the VFD, and how long the part takes to order, the CAO authorized this purchase as per our Purchasing Policy #F003, that authorizes the CAO to proceed in the event of an emergency.

The Glendale Well will remain offline until the VFD gets installed, leaving the community vulnerable. If for some reason Sayward Well experienced any technical difficulties, we would be unable to provide our community water.

2.1. Attachments:

- (a) Estimate from Mountain Logic Solutions for the low pass filter for the Glendale Well VFD system.



Mountain Logic
S o l u t i o n s

NOVEMBER 20, 2023

CUSTOMER # SAL010

ATTENTION: MRS. ANGE QUALIZZA

VILLAGE OF SALMO
BOX 1000, 423 DAVIES DRIVE
SALMO, BC
V0G 1Z0

PROPOSAL NO. 23-091

SALMO – GLENDALE LOW PASS FILTER

SECTION 1 CONTROLS

1.1 CONTROLS

The purpose of this proposal is to add a low pass (sinewave) filter to the Glendale well. The sinewave filter will protect the well pump motor. As well as adding the filter to the output of the VFD, some changes will also be made to the VFD configuration as specified by the motor manufacturer. These changes are required as the motor is not an inverter duty motor, but the manufacturer states in their manual the guidelines that must be followed when using a VFD.

This proposal includes the following;

- o Low pass filter + delivery
- o Electrical cabling between the filter and VFD
- o Crimp-on connectors
- o Installation
- o VFD configuration
- o Commissioning

TOTAL SYSTEM PRICE.....\$ 6,790.00

Plus applicable taxes (5%)

Thank you for giving me the opportunity to bid for your business. I look forward to completing this job to your satisfaction. If you would like to discuss items in this quote, or if you need any additional information, please give me a call.

Best Regards,

Steve Williams
Controls Manager
250-512-9421
swilliams@mountainlogic.ca



Fire Chief's Report: November 01, 2023

Regular Council Meeting #20-23

Since the last report on October 1st, 2023 the Salmo Fire Department responded to 10 calls:

3	Jaws Calls	4	Wildland Smoke	1	Lift Assist
1	Interior Smoke	1	Exterior Smoke		

DESCRIPTION

October started and finished with a flurry of calls, with a twenty day period without any calls. None of the calls were significant in nature.

With the cooler fall season comes the slash burns. We were dispatched four times in three days for slash piles. These calls are a drain on our members, as we have to check them out to confirm that it is a controlled burn.

In the span of five days we received three calls between the hours of 22:30 and 02:00. These calls are very taxing on our volunteers that have their sleep disrupted and still have to go to work for an eight or 12 hour shift the next day. It is not often that we get a flurry like that, but I just want to point out the commitment of our members.

We once again experienced an issue with the Fast Attack truck this month. It went into de-tune mode one time, but that meant the response up Kootenay Pass was rather slow. Bill Baird was able to scan and clear the codes to get the truck operational again. We have an appointment in December at Nelson Ford to have the vehicle worked on again. I have spoken to people with Hub Fire Engines to see if they had heard of similar issues. The one technician remembered one fire department that had similar issues with the same year of truck. He was going to check with them to see how they solved their issue.

A technician from Hub Fire Engines is still scheduled to be in Salmo before the end of the year to do his annual service on the pumps on the fire trucks, and an annual pump test on E5.

Misc.

It is great seeing the work starting on the orange bridge. This is a vital link in our community that we have taken for granted, and have not appreciated until we have not been able to use it.

We are going to miss having Billie's servicing our trucks. He was always there to squeeze us in when one of our fire fleet had an issue. We are currently exploring different local options of someone to maintain our fleet.

The replacement of our old engine is a priority, as the wait time to get a new engine is roughly 3 years. If this engine is not replaced by the spring of 2026, resident's fire insurance rates could go up significantly. I have been in communication with the CAO, and we are working on restarting this process.

FILE 7380-20

We once again experienced an issue with the Fast Attack truck this month. It went into de-tune mode one time, which meant the response up Kootenay Pass was rather slow. Bill Baird was able to scan and clear the codes to get the truck operational again. We have an appointment in December at Nelson Ford to have the vehicle worked on again. I have spoken to people with Hub Fire Engines to see if they had heard of similar issues. The one technician remembered one fire department that had similar issues with the same year of truck. He was going to check with them to see how they solved their issue.

A technician from Hub Fire Engines is still scheduled to be in Salmo before the end of the year to do his annual service on the pumps on the fire trucks, and an annual pump test on E5.

We have had yet another new member join our ranks in the last month.

Originally Signed By:

David Hearn, Fire Chief



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

Regular Council Meeting #20-23

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic	1	• One (1) complaint about a resident parking his truck in a spot that the complainant felt created a line-of-sight issue at an intersection. The resident is parking in a marked parking spot and there is no "no parking" sign. No further action required at this time.
Noise/Traffic	1	• One (1) noise complaint involving commercial trucks parking overnight and idling at a highway pullover within the Village limits. The property is owned by the Ministry so the Village will forward the concern to the property owner.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Garbage	1	• The Bylaw Officer stopped and spoke to one (1) resident on garbage day as their garbage was scattered all over their yard. They cleaned it up. Compliance was achieved.
Traffic	6	• The Bylaw Officer stopped and spoke to two (2) owners of vehicles that were parked blocking laneways. Both complied. • The Bylaw Officer left four (4) notices on residences that had trailers parked in ways that would hinder snowplowing. Two (2) were relocated. Will follow-up to ensure compliance is achieved with the other two (2).
Zoning	1	• The Bylaw Officer stopped and spoke to one (1) resident as a new fence was being constructed and it was over the permitted height. He hand-delivered the zoning section on fences and advised the resident to contact the Village office. Will follow-up to ensure compliance.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer

Originally signed and approved by:

Ange Qualizza, Chief Administrative Officer



The Corporation of the Village of Salmo

Request for Decision

Report Date: November 22, 2023
Meeting Date: November 28, 2023 (#20-23)
From: CAO Ange Qualizza
Subject: UBCM Complete Communities Program

1. REQUEST FOR DECISION

To ask Council to consider the following resolution:

That Council provide approval for Regional District of Central Kootenay (RDCK) staff to apply to the Union of British Columbia Municipalities (UBCM) Complete Communities Program, in support of growth management planning, for the full amount of eligible costs, and that such funding be received and managed by the RDCK on behalf of the Village of Salmo.

2. BACKGROUND

The RDCK Board in their November meeting considered a report seeking approval to apply for the UBCM Complete Communities program for regional growth management planning. This project will build on previous work such as the Regional Housing Needs Assessment and Housing Action Plan (HAP) and facilitate one of the recommended actions of the HAP, growth management planning.

RDCK staff then sought out feedback from partner municipalities to consider advancing a regional application.

Under UBCM's granting process, each partnering local government is required to submit a Council resolution that clearly states approval for the primary applicant to apply for, receive, and manage funding on their behalf.

Respectfully submitted,
CAO Qualizza



The Corporation of the Village of Salmo

Request for Decision

Report Date: November 22, 2023
Meeting Date: November 28, 2023 (#20-23)
From: CAO Ange Qualizza
Subject: Salmo Valley Youth & Community Centre Lease Agreement

1. **OBJECTIVE**

To bring before Council the lease agreement for the Salmo Valley Youth & Community Centre (SVYCC).

2. **BACKGROUND**

The Village of Salmo and the SVYCC have held a lease agreement for the building located at 206 – Seventh Street since 2013 which expired in December 2022. Staff met with the executive director of the SVYCC to discuss their lease agreement and upon mutual review of the original agreement, there are no changes requested in the terms of the contract.

3. **STAFF RECOMMENDATION:**

That Council direct staff to finalize the lease agreement with Salmo Valley Youth & Community Centre for another ten (10) years, effective from January 1, 2023 to December 31, 2032.

Respectfully submitted,
CAO Qualizza

Encl.: Lease Agreement between the Village of Salmo and the SVYCC

APPENDIX B



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

MAYOR LOCKWOOD

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

Salmo & Area G Emergency Preparedness: As we prepare ourselves for winter, all emergency services ask for you to look in on your neighbours, change your battery in your smoke alarms, keep your Christmas tree watered, slow down on the roads, and be safe when shoveling snow.

Fire Department: The Legion held a thank you dinner for the Salmo and Ymir fire departments and there was a fantastic turnout from the two departments. I had the pleasure to join these departments and the Legion in their thanks.

Citizen Engagement: For the short time the bridge had to be closed for repairs, the community is very excited to have it officially reopened on November 23.

Salmo Arts Council: Stay tuned for their events they will be holding.

RDCK:

Board: Aimee Watson and Diana Lockwood have been acclaimed for Chair and Vice Chair for another year.

Columbia Basin Trust program will begin January 3, 2024. This is what Salmo and Area G residents know as **DOT Night**. For more information go to www.rdck.ca/ReDi.

New permit fees and forms for Building Inspection Services will take effect on February 1, 2024.

Salmo & Area G Recreation Commission: Next meeting November 27, 2023

Economic Trust of the Southern Interior – BC (ETSI-BC): Next meeting December 1, 2023

Central Resource Recovery: Next meeting November 29, 2023

Joint Resource Recovery: As the RDCK is struggling to secure drivers, there will be some closures throughout the transfer sites. Please go to the RDCK website before heading up to the transfer station to avoid disappointment.

West Kootenay Hospital Board: Interior Health and all seven Regional Hospitals have signed a new agreement.

Nelson, Salmo, E, F, & G Regional Parks: Kootenay Conversation Program did a delegation on how they can play a part in buying land for private conservation.

Kokanee Creek Nature Centre gave us an overview on all the activities that they do for everyone that visits the centre.

Nelson-Salmo Great Northern Trail Management Plan was received, and the Commission has put in the budget (\$15,000) to support the initial research phase of a management plan. This plan is coming into expiring and MOTI wants a new plan.

I do this meeting virtually at the Village Office and will continue to so people that want to attend in person can do so.

Other meetings of note:

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

Ministry Meetings:

IHA Mayor's and Chairs regional meeting: TBA

Respectfully submitted,

Mayor/Director Lockwood

