



The Corporation of the Village of Salmo

REGULAR MEETING #03-24 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 12, 2024 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	Councillor Kenzie Neil
Mayor Diana Lockwood	Deputy CO Brandy Jessup
Councillor Melanie Cox	Members of the Public - 2
Councillor Jonathon Heatlie	<u>Electronically:</u>
Councillor Jennifer Lins	Members of the Public – 1

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

AGENDA:

R1-03-24 Moved and seconded, that the draft agenda of Regular Meeting #03-24 of Tuesday, March 12, 2024 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, an Administrative section, a Public Question period, and an *In Camera* section.

Carried.

DELEGATIONS: NIL

NEW BUSINESS: NIL

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

R2-03-24 Moved and seconded, that the draft minutes of Regular Council meeting #02-24 of Tuesday, February 27, 2024 be adopted as presented.

Regular Meeting
February 27, 2024

Carried.

R3-03-24 Moved and seconded, that the draft minutes of Special Council meeting of Monday, March 4, 2024 be adopted as presented.

Special Meeting
March 4, 2024

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

POLICY DEVELOPMENT & REVIEW: NIL

BYLAW REVIEW & DEVELOPMENT:

Council reviewed the proposed Development Procedures Bylaw No. 753, 2024 presented by Patricia Dehnel of Dehnel Planning. There were some questions regarding the security deposit and terminology that will be forwarded to Patricia for clarification.

Council

PUBLIC QUESTION PERIOD: NIL

IN CAMERA RESOLUTION:

R9-03-24

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

Carried.

RECONVENE OPEN MEETING: Council reconvened the meeting at 9:38 p.m.

ADJOURNMENT:

R10-03-24

Moved and seconded, that the meeting be adjourned.

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, March 12, 2024.

Originally Signed By:

Diana Lockwood

Mayor

Brandy Jessup

Deputy Corporate Officer

APPENDIX A



The Corporation of the Village of Salmo

Report to Council

Report Date: March 6, 2024
Meeting Date: March 12, 2024 (#03-24)
From: CAO Qualizza
Subject: Water Conservation Plan

1. REQUEST FOR DECISION

RECOMMENDATION:

That Council approve staff advancing a project with Waterline to update the DRAFT Source Water Protection Plan;

And further,

That Council approve staff advancing a comprehensive plan to get our water system into compliance and create a project list for a comprehensive water management plan and bring it back to Council for consideration.

2. DISCUSSION

In a circular provided by the Ministry of Municipal Affairs (see attachment), we are being advised to prepare for potential drought conditions in 2024. As the circular advises they will be reaching out local governments to collect water supply status information, that to improve drought resilience local governments should be monitoring water supplies to gauge their current conditions to anticipate future water scarcity and prepare a water conservation plan. Additionally, we should have procedures in place to regularly monitor available information about water conditions.

3. BACKGROUND

After receiving this circular, CAO Qualizza began looking for any water management plans we may have on file to support us with this work. The only report on file is a DRAFT Source Water Protection Plan from 2017, written by Waterline Resources Inc.

This project commenced in response to the new licensing requirements put forward by Interior Health.

The Village hired Waterline to develop a Source Water Protection Plan to comply with the permit requirements as outlined by Interior Health. That work advanced in August 23, 2017.

A draft report was received for review by the Village of Salmo and the project stopped advancing.

Upon review of correspondence, CAO Qualizza reached out to Waterline to request the report as we do not currently have a finalized plan in our records. It was confirmed from Waterline that due to no response from the Village, the project stayed in draft. They have not finalized the report.

Accordingly, they also were only paid a portion of the contract.

Further, upon review of our Interior Health Operating Permit, it is also in draft and we are not in compliance with finalizing our Source Protection Plan, and we are unaware of our Emergency Response Plan as it has not been updated annually as per the requirement of the permit.

CAO Qualizza reached out to Interior Health to discuss the matter, and has scheduled a site visit with Special Environmental Health Officer, Mr. Pouria Mojtahedi to rectify our situation.

4. FINANCIAL IMPACT

There are a lot of water deliverables to work through, but to simply update the DRAFT Source Water Protection Plan an estimate has been provided by Waterline. This project could begin immediately.

- Task 1: General updates to report, including updating references to meet 2024 standards = \$ 640
- Task 2: Adding additional water chemistry results to update section 2.4 and Appendix D of the report = \$1280
- Task 3: Updating Section 2.6.2 of the report based on the new water quality results = \$370
- Task 4: Updating all Waterline figures and site photos (Appendix C) = \$890
- Task 5: General updates to the recommendations section based on new site conditions = \$ 370
- Senior review = \$430
- Total cost: \$3980 (24-hours)

CFO Narthan Russ has advised LGCAP (Local Government Climate Action Program/Plan) will be an excellent source for this project, with \$120,000 in this fund that must be spent by March 2025.

5. STRATEGIC PRIORITIES

Council has recently adopted a prioritized strategic plan that identifies water management as a top priority for 2024.

6. CONCLUSION

As we have a very healthy budget available in the Local Government Action Program/ Plan, it would be very important to advance a large portion of this work simultaneously, as you can see from the recommendations from the 2017 DRAFT Salmo Water Protection Plan it is very important the Council advance this work.

Respectfully submitted,

CAO Qualizza

Attachments:

Draft Source Water Protection Plan, Waterline

Interior Health Draft Proposed Conditions on Operating Permit

Circular on Drought Management



The Corporation of the Village of Salmo
Report to Council

Report Date: March 6, 2024
Meeting Date: March 12, 2024 (#03-24)
From: CAO Qualizza
Subject: Provincial Legislation

1. **INFORMATION ONLY**

PURPOSE:

To provide Council with an overview of the changes made by the Province of British Columbia to planning legislation, and the tentative schedule of work we will be advancing as a result.

2. **BACKGROUND**

In a letter received December 21, 2023 from the Ministry of Housing, the Village of Salmo was notified that we will be awarded \$156,221 by the end of January 2024 for local governments to advance the work of implementing Bill 44, 46 and 47.

This funding is intended to support activities or projects to support activities local governments must undertake to meet the new legislative requirements. Examples include updates to existing zoning bylaw, parking bylaw, Official Community Plan (OCP), Official Development Plan (ODP), Development Cost Charge (DCC Bylaw), Development Cost Levy (DCL) or Housing Needs Report (HNR), as well as the development of a new zoning bylaw, OCP, ODP, DCL, or develop a new amenity cost charge (ACC) bylaw.

Currently royal assent has been provided to four provincial bills;

- Bill 35 deals with Short Term Rentals
- Bill 44 deals with Housing Needs Reports and Small-Scale Multi-Unit Housing
- Bill 46 introduces new development financing tools that the Village of Salmo may choose to use.
- Bill 47 affects housing statutes for transit orientated which will not affect the Village of Salmo.

3. **DISCUSSION**

Public Hearings

The Village of Salmo is now prohibited from holding public hearings for a zoning bylaw or zoning bylaw amendment which in whole or in part to permit residential development that is consistent with the Official Community Plan.

Local governments may wish to consider adopting a policy to set out alternate forms of public engagement when a public hearing is prohibited under the legislation.

Interim Housing Needs Assessment

The changes in legislation now require a housing needs report to contemplate the 20-year housing needs of Salmo, this report is due to be completed and accepted by Council January 1, 2025. As with the previous Housing Needs Legislation, an updated report is required every 5 years.

The RDCK is planning to seek a consultant to update the 2020 Regional Housing Needs Assessment and have reached out seeking interest in member municipalities to do a regional assessment again.

Official Community Plan and Zoning Bylaw Changes

Bill 44 requires OCPs to be updated every five years and be consistent with housing needs reports. OCPs now must address 20 years of housing supply (rather than the previous 5 years), and zoning bylaws must be updated to permit the use and density to accommodate total number of housing units needed over the next 20 years.

Bill 44 also shifts the local planning and zoning processes to happen up front at the OCP stage and has phased out one-off public hearings for housing project rezonings that align with OCPs.

Small Scale Multi-Unit Housing (SSMUH)

The SSMUH zoning requirements mandate all local governments to exercise their zoning powers to permit at least one secondary suite or accessory dwelling unit on a parcel where the zone would otherwise restrict the permitted residential use to detached single-family dwellings. The only exception to this requirement is if a qualified professional certifies that the additional density would significantly increase a hazardous condition: s. 3(1) of the Zoning Bylaw Regulation.

Additionally, it is important to note that the legislation does not vest automatic rights to the SSMUH density. The density entitlements will occur when the local government has adopted the necessary zoning bylaw amendments by June 30, 2024. Until June 30, 2024 our current local government zoning regulations with respect to density will continue to apply.

We have been advised by Lidstone that should we seek an application in advance of that, we should advise the applicant that their requested zoning will take effect once the SSMUH density requirements are adopted and allow them to proceed with an immediate application or wait until June 30.

Development Cost Charges (DCCs)

DCCs have been expanded to include fire protection, police, solid waste and recycling facilities. Previously DCC's were limited to providing, constructing, altering, or expanding sewage, water, drainage, and highway facilities other than off-street parking and providing or improving parkland.

Amenity Cost Charges (ACCs)

The new legislation allows for the creation of an Amenity Cost Charge that will help mitigate the impact of growth, applying to community centres, libraries and recreation centres.

Impacts on Staff Workload

There have been several pieces of legislation that have received royal assent that will impact staff's ability to advance Council's strategic priorities alongside our routine business. We have a significant amount of work to do with the Housing Legislation, the Emergency Management Legislation and E911 compliance.

For a community our size, this workload seems disproportionately impactful. It has been raised at every Housing seminar I have attended that small communities simply do not have capacity to execute this work.

Council should be prepared for delays in advancing new projects, but we will endeavour to have a productive and effective 2024.

Scope of Work and Timeline

February 2024

Review and analyze current policy, bylaws, Zoning Bylaw, and regulations.

Prepare internal documents: Development Application Forms/ Development Approval Processes.

Waiting for Provincial guidelines for the Interim Housing Needs Report.

March 2024

Present to Council amendments to the Development Applications Procedure Bylaw to address changes in the public hearing process.

Capacity review of infrastructure to provide information on fee bylaw updates. (True Consulting Engineering - underway)

Receive the fee bylaw analysis from True Consulting and prepare amended fee bylaws.

Work with the RDCK on our regional Housing Needs Report.

Provide information to the public and stakeholders via our webpage on legislative requirements and proposed zoning amendments.

April 2024

Legal review of bylaws.

Start the process for Development Cost Charges bylaws and the new Amenity Cost Charge Bylaw.

May 2024

Prepare the final zoning amendments and Council report.

Notify the province to gain approval by May 15.

June 2024

Present to Council the Zoning Amendment.

November – December 2024

Present the Interim Housing Needs Report to Council for acceptance. (required before January 1, 2025).

Develop a Request for Proposals for the OCP amendment.

Before December 30, 2025

Council adopts necessary OCP and Zoning Bylaw Amendments.

Respectfully submitted,

CAO Qualizza

APPENDIX B



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on March 12, 2024.

Salmo & Area G Emergency Preparedness: Our recent snow has been a welcoming sight for what was looking like a very dry summer to come.

Fire Department: We received an extension for one of our fire trucks to 30 years. This gives us a little more time to plan what is needed for the Village, have a referendum, and order the truck. We need to make sure we do not leave it to the last minute.

Citizen Engagement: I have had inquiries about the bad internet connections people are experiencing with Telus and when are we going to get better internet. I will continue to advocate for the residents for better service and will bring back an update later.

There are concerns in the community that the local government are holding up businesses from opening, this is not the case. Council as a whole would appreciate things to move forward quicker, but it is not in our powers to do so.

Salmo & District Arts Council: The Salmo & District Arts Council are working hard to bring the arts culture more alive. They received a buy local grant that will promote Arts and Business within the Salmo Valley. Are you interested in this society here is their email s.d.artcouncil@gmail.com. We look forward to the success in their opportunities through grants to move the art community forward.

RDCK:

Board: Next meeting March 21, 2024

Salmo & Area G Recreation Commission: Next meeting May 13, 2024

Economic Trust of the Southern Interior – BC (ETSI-BC): Next meeting March 15, 2024

Central Resource Recovery: This service is the highest cost when it comes to Salmo taxpayers with the RDCK. Garbage is an expensive topic, and the regional district **MUST** do it.

Joint Resource Recovery: Next meeting March 20, 2024

West Kootenay Hospital Board: Next meeting TBA

Nelson, Salmo, E, F, & G Regional Parks: Out of all the RDCK, this commission has the most parks, so we will see the biggest budget out of the RDCK parks. Staff wages have gone up significantly which is reflective in the budget. We had asset management done on 7/11 parks in our area. This now gives us a good idea what it will take to keep these parks in good working order for the public.

Other meetings of note:

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

Ministry Meetings: TBA

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 \(ourtrust.org\)](#)

Respectfully submitted,

Mayor/Director Lockwood

