

The Corporation of the Village of Salmo

REGULAR MEETING 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 26, 2024 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	Deputy CO Brandy Jessup
Mayor Diana Lockwood	Members of Public - 10
Councillor Melanie Cox	<u>Electronically:</u>
Councillor Jonathon Heatlie	Members of the Public - 0
Councillor Jennifer Lins	

REGRETS: Councillor Kenzie Neil.

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

AGENDA:

R1-04-24 Moved and seconded, that the draft agenda of Regular Meeting #04-24 of Tuesday, March 26, 2024 be adopted as amended from Council Procedure Bylaw No. 663, 2014 Schedule "B" to include a New Business section, a Bylaw Development & Review section, a Public Question Period, and an *In Camera* section.

Carried.

DELEGATIONS:

MLA Brittany Anderson - #11 Brittany Anderson, MLA for Nelson-Creston, presented council with information on what the budget focus is this year which includes affordability, an increase in the BC family benefit, a renters tax credit, among others.

NEW BUSINESS: NIL

BYLAW DEVELOPMENT & REVIEW:

Departure Mayor Lockwood recused herself at 7:10 p.m. due to a potential conflict of interest as there is familiar relations.

R2-04-24 Motion Moved and seconded, that Council give freedom of the floor to the owners requesting the variance.

Carried.

R3-04-24 413A Baker Lane: Development Variance Permit No. 001-2024 Moved and seconded, that Council approve the Development Variance Permit application No. 001-2024 to allow a variance to "*The Village of Salmo Zoning Bylaw No. 489, 2001*" section 3.7 to allow for a height variance of 2 feet for the newly built fence.

Carried.

Return Mayor Lockwood returned to the meeting at 7:26 p.m.

R4-04-24
Development
Applications Procedures
Bylaw No. 753, 2024 –
First Reading

Moved and seconded, that the “*Development Applications Procedures Bylaw No. 753, 2024*” be given first reading.

Carried.

R5-04-24
Development
Applications Procedures
Bylaw No. 753, 2024 –
Second & Third Reading

Moved and seconded, that the “*Development Applications Procedures Bylaw No. 753, 2024*” be given second & third reading.

Carried.

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

R6-04-24
Regular Meeting
March 12, 2024

Moved and seconded, that the draft minutes of the Regular Council meeting #03-24 of Tuesday, March 12, 2024 be adopted as presented.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

OPERATIONAL REPORTS:

R7-04-24
Civic Works

Moved and seconded, that Council receive for information the written report as presented by Civic Works Foreman Fred Paton dated March 22, 2024. (see *Appendix A*).

Carried.

R8-04-24
Fire Department

Moved and seconded, that Council receive for information the written report dated March 1, 2024 provided by Fire Chief David Hearn for the period of February 2024. (see *Appendix A*).

Carried.

R9-04-24
Bylaw Enforcement

Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of February 2024. (see *Appendix A*).

Carried.

R10-04-24
Administration – BCEHS
Tenant Improvement
Request

Moved and seconded, that Council approve the request from BCEHS to perform the requested tenant improvements to the current ambulance station located at 414 Baker Avenue. (see *Appendix A*).

Carried.

FINANCIAL REPORTS:

R11-04-24
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from March 8, 2024 to March 21, 2024 totaling \$147,153.51.

Carried.

R12-04-24 Moved and seconded, that Council receive for information the
Treasurer's Report Treasurer's report for February 2024.

Carried.

CORRESPONDENCE REQUIRING A DECISION:

R13-04-24 Moved and seconded, that Council approve the request to allow the
Cheryl Cook, SDAC Re: Salmo District Arts Council to serve alcohol at the DJ event being held
Liquor Sales Permission at the Salmo Valley Youth & Community Centre and direct staff to
for DJ Event at the provide the approval in writing as requested.
Salmo Valley Youth &

Community Centre - #19 Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R14-04-24 Moved and seconded, that Council receive for information the
following correspondence from:

- (1) District of Hudson's Hope Re: Support for Bill-34 - #16
- (2) Ministry of Jobs, Economic Development and Innovation Re:
Grant Application - Sustainable Salmo, A Path to Economic
Resilience - #18

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Cox Nothing to report.

Councillor Heatlie Nothing to report.

Councillor Lins Nothing to report.

Mayor Lockwood See *Appendix B*. Commented on citizen engagement involving internet
issues, the length of time to open a business, and the fixing of the light
near the Hotel.

R15-04-24 Moved and seconded, that the verbal and written reports of Mayor
Verbal & Written and Council be received for information.

Reports of Mayor & Council Carried.

PUBLIC QUESTION PERIOD:

An inquiry was made regarding the posting of the CAO position. This
will be coming out soon.

IN CAMERA RESOLUTION:

R16-04-24 Moved and seconded, that the meeting be closed to the public under
Sections 90(1)(a)(g) of the *Community Charter*.

Carried.

RECONVENE OPEN MEETING: Council reconvened the meeting at 8:55 p.m.

RISE & REPORT:

R17-04-24

Moved and seconded, that Council rise & report the following from the *In Camera* portion of the meeting:

That Council approve contracting Linda Tynan as an Interim CAO for the Village of Salmo.

Carried.

ADJOURNMENT:

R18-04-24

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 26, 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 22nd, 2024
Meeting Date: March 26th, 2024 (#04-24)
From: Fred Paton, Civic Works Foreman
Subject: Civic Works Report for March, 2024

1. OBJECTIVE

To update Council on Civic Works operations.

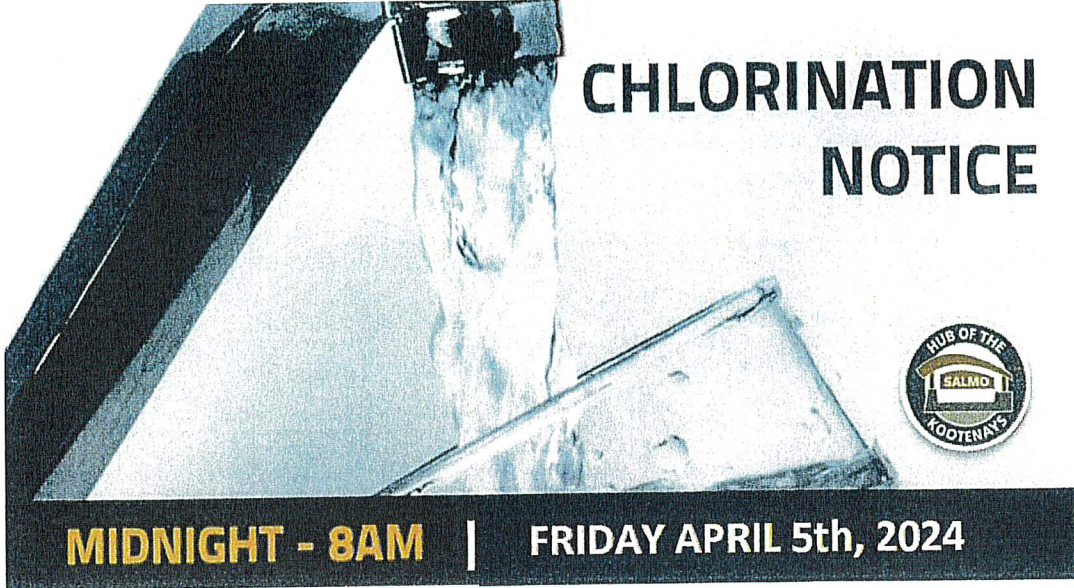
2. DISCUSSION

2.1. Fall Activities

- (a) Ongoing work towards Wastewater Treatment Plant compliance. Ministry's compliance report received. Urban systems working with the Village on getting back into compliance.
- (b) Preparing equipment for upcoming grass cutting.
- (c) Completed multiple water shut offs/ons.
- (d) Began street sweeping.
- (e) Working on estimates and project plans for capital projects for upcoming budget planning.
- (f) Ongoing fleet maintenance.
- (g) Scheduled semi-annual water chlorination.
- (h) Put out posting for summer student's positions.

2.2. Attachments:

- (a) Chlorination notice.
- (b) Spring clean-up notice
- (c) Summer student job posting.



The Village Civic Works crews will be chlorinating the Village Water System as part of the annual Maintenance.

Residents are asked to refrain from use of sprinklers, washing machines or any extra water usage during this period of time.

Anyone that may have an adverse reaction to chlorine should take appropriate precautions ahead of time.

Chlorine smells may resonate in the water for up to 2 days following the disinfection process. Please call the Village office at (250)357-9433 if you have any inquiries.



Spring Clean Up

The Village of Salmo Civic Works Crew will be picking up **ORGANIC MATERIAL ONLY** from all residents during the following days:

WEDNESDAY MAY 8TH & THURSDAY MAY 9TH, 2024

Be Prepared.

- ▶ Please have all organic material out by 8am for pick-up.
- ▶ Tree cuttings should be tied and left in one location.
- ▶ All other organic materials such as grass, leaves, etc. must be bagged in transparent bags.
- ▶ **Rocks, corrugated cardboard, all recyclable and household materials WILL NOT be picked-up.**



Sustainable Salmo
Exploring Our Future. Together.





JOB POSTING

SUMMER JOB OPPORTUNITY **VILLAGE STUDENT EMPLOYEES**

The Village of Salmo is seeking to hire two (2) summer students to join the Village crew, in full-time, seasonal positions commencing as early as Monday, April 29th, 2024. The positions are for the summer season until the end of August and are primarily Civic Works positions. Summer students may also be asked to perform duties at the Village office.

Duties may include lawn care, street line painting, park maintenance, equipment operation and maintenance, and other general operational duties. This is an ideal job for a student currently enrolled in a parks and recreation or environmental program. However, all interested applicants are encouraged to apply.

Mandatory Qualifications:

- B.C. Driver's License minimum 'Class 5' is required ("N" is acceptable).

Preferred:

- Experience with lawn maintenance equipment.
- Experience with small hand tools.
- Proof of enrollment in a College or University Program may be required.

Hours of Work & Compensation: 40 hours a week @ \$20.00/hour.

APPLY: Interested applicants should submit a covering letter and resume via e-mail, mail on in-person by Friday, April 12th, 2024 at 4:30 p.m. to:

The Village of Salmo

Attention: Alana Lins, Civic Works Administration
Box 1000, 423 Davies Avenue, Salmo, B.C. V0G 1Z0
alana.lins@salmo.ca

Late application will not be accepted. While we appreciate all applications, only those invited for an interview will be contacted.

www.salmo.ca



Fire Chief's Report: March 01, 2024

Regular Council Meeting #04-24

Since the last report on February 1st, 2024 the Salmo Fire Department responded to only 5 calls:

2	Jaws Calls	1	Vehicle Fires	1	Assist other agency
1	Fire Alarm				

DESCRIPTION

None of our calls ended up to be too serious in February. The vehicle fire we responded to was for the report of a semi on fire. Fortunately they were able to disconnect from the chip trailer before we arrived. The floor of the chip trailer was burning, but that was quickly extinguished. Then we had to extinguish the burning brakes and tires on the truck.

A report of smoke in the elementary school had members concerned. The fire alarm sounded and all the students exited the building and everyone walked over to the high school. Crews checked the entire building and could not find a source for the reported smoke (as the air was clear when crews arrived). One possible cause might have been smoke from outside being brought in through the air handling units.

Misc.

We are still hoping the proposal to have a shelter erected to house our old #1 fire engine will happen. This engine is a huge part of the Salmo Fire Department, and has played a major role in our fire protection history.

Our tender is back in service after having been in Castlegar waiting for repairs. However, when we got it back to Salmo we discovered that there was a large leak in the tank. We had the hole welded and tried filling it again, but discovered another hole when we went to fill the tank. After chasing down several other smaller holes, we now have the truck back in service. It is only a matter of time before we will need to either replace the tank on this truck or purchase another used unit (as this one was, as there are no restrictions of age for tenders).

Our basic training has taught our newer members enough that they can assist us with the basic calls. They are going to be an asset in the years to come.

Originally Signed By:

David Hearn, Fire Chief

FILE 7380-20



Bylaw Officer's Report: Feb 1, 2024, to Feb 29, 2024

Regular Council Meeting #04-24

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Zoning Related	1	• One (1) complaint about shrubs growing onto the Village boulevard and about bushes on a property line between homes that are over the permitted height of landscape screens. The Bylaw Officer took photos and staff will follow up and take any necessary action.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Business License	2	• The Bylaw Officer hand delivered two (2) overdue Business License notices to two (2) businesses. One (1) business complied and paid the fee. Will follow-up with the unlicensed business.
Traffic	2	• The Bylaw Officer spoke to one (1) person parked in a handicap spot without a required permit, they complied and moved the vehicle. He also spoke to one (1) person parked blocking a lane. The person was visiting and agreed to move the vehicle.
Dog Related	6	• The Bylaw Officer stopped and spoke to six (6) people walking their dogs. None of the residents had licenses for their dogs. He advised them that they need to get dog licenses for their dogs from the Village office. Two (2) owners came into the office right away to get licenses. Will follow-up to ensure compliance with the remaining owners.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer



The Corporation of the Village of Salmo

Report to Council

Report Date: March 22, 2024
Meeting Date: March 26, 2024 (#04-24)
From: Deputy Corporate Officer Brandy Jessup
Subject: BC Emergency Health Services (BCEHS) Request – Tenant Improvements

1. REQUEST FOR DECISION

STAFF RECOMMENDATION:

That Council approve the request from BCEHS to perform the requested tenant improvements to the current ambulance station located at 414 Baker Avenue.

2. BACKGROUND

The Provincial Health Services Authority has been in communication with the Village of Salmo since December 2023 requesting allowance to place an ATCO-style trailer on the property for the purpose of providing sleeping quarters for the paramedic staff.

While there are details to still be worked out on whether this can be facilitated on the property where they currently have the ambulance station, there is a request to make tenant improvements to improve the quality of the station for new staff.

The proposed improvements include:

Trade	Tenant Improvement Work
Electrical upgrade to accommodate extra load	Installation of a subpanel
Civil works	Remove Vanity Unit and upgrade ventilation for washer dryer
Plumbing	Washer
Electrical Lighting	External lighting

As the funding for the above improvements needs to be utilized this year, they have a deadline of March 31, 2024 for a decision.

3. FINANCIAL IMPLICATIONS:

There are no foreseen financial implications as 'Tenant Improvements' are not part of the contract.

Respectfully submitted,

Deputy Corporate Officer Brandy Jessup

APPENDIX B



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on March 26, 2024.

Salmo & Area G Emergency Preparedness: Next meeting April 15, 2024

Fire Department:

Citizen Engagement: I have had inquiries from citizens about our connectivity service for Telus internet, about the length of time it takes for a business to open in Salmo, and utility bills.

People are excited to attend **DOT Night** April 3, 2024, at the SVYCC at 6pm.

Salmo & District Arts Council: The Salmo & District Arts Council are hosting an art show and a DJ event at the community center on April 13, 2024. If you are interested in attending email s.d.artcouncil@gmail.com.

RDCK:

Board: The board had a very full day going through the five-year financial plan again and has now passed it with Salmo seeing a 1.542% increase from last year. See attachment.

Directors are giving their feedback for a further submission to the BC Ministry of Energy and Low-Carbon Innovation regarding High Efficiency Equipment Standards.

Directors are reviewing parkland dedication policy and try to make to best policy for the residents of the RDCK.

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

Economic Trust of the Southern Interior – BC (ETSI-BC): This board has not received the \$10M from the Provincial government yet, it is still in progress. We approved the annual operating plan and budget for 2024. We have two provincially appointed seats coming up in June, so the board is working on a succession plan.

Central Resource Recovery: Next meeting TBA

Joint Resource Recovery: Next meeting April 17, 2024

West Kootenay Hospital Board: Next meeting March 27, 2024

Nelson, Salmo, E, F, & G Regional Parks: Next meeting June 11, 2024

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 \(ourtrust.org\)](https://ourtrust.org/fruitvale-to-nelson-fibre-optic-backbone-project)

Respectfully submitted,

Mayor/Director Lockwood

**Regional District of Central Kootenay
Tax Requisition and Calculated Residential Tax Rates - Municipalities
2024, 2023, and 2022**

Village of Salmo	2024		2023		2022	
	Assessment	Rate/\$1,000	Assessment	Rate/\$1,000	Assessment	Rate/\$1,000
S100 GENERAL ADMINISTRATION	23,480,409	20,700	23,116,847	24,212	19,141,743	15,572
S102 GIS SERVICE	23,480,409	3,985	23,116,847	4,204	19,141,743	3,802
S103 BUILDING INSPECTION	23,480,409	15,296	23,116,847	13,161	19,141,743	10,561
S105 COMMUNITY SUSTAINABILITY	-	-	-	-	19,141,743	3,798
S113 EDC-SALMO AND G	23,480,409	3,552	23,116,847	3,459	19,141,743	3,459
S151 JAWS OF LIFE SERVICE SALMO AND G	23,480,409	4,583	23,116,847	4,417	19,141,743	4,445
S154 SEARCH & RESCUE - NELSON SALMO EFG	23,480,409	1,023	23,116,847	1,019	19,141,743	894
S156 EMERGENCY COMMUNICATIONS 911	23,480,409	8,455	23,116,847	8,025	19,141,743	6,212
S158 EMERGENCY PLANNING-SALMO AND AREA	23,480,409	16,701	23,116,847	14,488	19,141,743	13,822
S187 REFUSE DISPOSAL-CENTRAL SUBREGION	23,480,409	92,738	23,116,847	85,083	19,141,743	72,328
S192 MUSEUM-SALMO AND G	23,480,409	12,730	23,116,847	12,543	19,141,743	12,543
S195 LIBRARY-SALMO AND AREA G	23,480,409	27,490	23,116,847	25,917	19,141,743	42,212
S202 REG PARKS-NELSON SALMO E.F.G	23,480,409	31,970	23,116,847	27,279	19,141,743	22,120
S218 SALMO VALLEY YOUTH & COMMUNITY CENTRE	23,480,409	20,368	23,116,847	19,498	19,141,743	14,710
S225 SWIMMING POOL-SALMO AND G	23,480,409	30,470	23,116,847	26,371	19,141,743	25,256
S230 REC COMMISSION-SALMO AND G	23,480,409	67,125	23,116,847	59,620	19,141,743	53,256
S239 KOOTWEST - AREA D-K, DEF A, EX DRESTON	23,480,409	4,841	23,116,847	5,189	19,141,743	4,850
		<u>362,037</u>		<u>334,485</u>		<u>309,842</u>
Regional Requisition		1,542		1,447		1,619
Residential Rate per \$1,000 of Assessment		27,552		24,643		7,517
Difference (\$) from prior year		8.24%		7.95%		2.49%
Percentage Change from prior year						