



The Corporation of the Village of Salmo

REGULAR MEETING (#11-24) 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, July 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

STAFF RECOMMENDATION:

Pg.1

That the agenda of Regular Meeting #11-24 of Tuesday, July 9, 2024 be adopted as amended from *Council Procedure Bylaw #663, 2014 Schedule "A"* to include a New Business section, a Public Question period, and an *In Camera* section.

3. Delegations

(1) Cheryl Cook, Salmo District Arts Council Re: Update on SDAC Projects #46

Pg.5

4. New Business

(1) Single Bear Safe Garbage Cans at Tennis Court & Big Rock Area

Pg.7

STAFF RECOMMENDATION:

That staff be directed to purchase two single bear safe garbage cans and Council approve using up to \$9,000 from the Community Development Funds based on actual cost.

(2) Fourth Street Road Repair

Pg.11

STAFF RECOMMENDATION:

That an additional \$5,000 be allocated to the Fourth Street Road repair (for a total project cost of \$13,500) with Gas Tax funds to be used for the additional funding; and further, that a financial plan bylaw amendment be prepared to reflect this additional capital expense.

5. Adoption of the Minutes

(1) STAFF RECOMMENDATION:

Pg.13

That the draft minutes of Regular Council meeting #10-24 of Tuesday, June 25, 2024 be adopted as presented.

6. Referrals from Delegations

- (1) **April 23, 2024 Neila Morrison Re: Proposal to Amend the Cemetery Bylaw to Allow a Choice of a Burial Liner** Pg.17

STAFF RECOMMENDATION:

That Council not allow the option of not using a burial liner for casket burials in the Village’s cemetery.

- (2) **June 11, 2024 Indoor Rock Climbing Wall at Salmo Valley Youth & Community Centre**

7. **Referrals from Prior Meetings - NIL**

8. **Policy Development & Review - NIL**

9. **Bylaw Development & Review**

- (1) **Rezoning Application – 740 Davies Avenue** Pg.19

That staff be directed to prepare a zoning amendment bylaw to allow for an additional dwelling unit at 740 Davies Avenue, to be brought forward for consideration of first reading at the next regular council meeting.

10. **Accounts Payable**

STAFF RECOMMENDATION: Pg.29

That Council receive for information the list of accounts payable cheques and electronic fund transfers from June 21, 2024 to July 4, 2024 totaling \$68,672.81.

11. **Correspondence Requiring a Council Decision**

- (1) **Kailey Ogre, Salmo Valley Farmers Market Re: Mobile Vendors at Market - #43** Pg.31

STAFF RECOMMENDATION:

That two food truck vendors be allowed to participate in the weekly Salmo Valley Farmers Market as a trial basis for the 2024 season.

That the two food truck vendors be allowed to operate in KP Park during the weekly Salmo Valley Farmers Market for the 2024 season.

- (2) **Salmo & Area Supportive Housing Re: Request for 100% Permissive Tax Exemption for 2025 Taxation Year - #44** Pg.33

- (3) **Community Grant Application: Salmo District Arts Council - #45** Pg.35

STAFF RECOMMENDATION:

That the request for a community grant in the amount of \$300 be approved for the Salmo District Arts Council’s “Buy Local” project.

(Note: the budget for the community grants is \$500)

- (4) **Attendance at UBCM Convention September 16-20, 2024**

STAFF RECOMMENDATION:

That Council determine if any council members, in addition to the Mayor, will be attending the UBCM convention this year.

12. Correspondence for Information Only - NIL

13. Member Reports & Inquiries

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

STAFF RECOMMENDATION:

Pg.37

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

14. Public Question Period

15. In Camera Resolution

That the meeting be closed to the public under Community Charter Sections 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

16. Reconvene Open Meeting

17. Adjournment

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

DATE Jun. 28/24
NO 46 TO Jul. 9/24
FILE NO 0220-30

RECEIVED
JUN 28 2024



VILLAGE OF SALMO
SCHEDULE "E"

The Corporation of the Village of Salmo
DELEGATION APPLICATION FORM

Delegate(s) Name: Cheryl Cook

Mailing Address: Box 835 Salmo BC V0G 1Z0

Email Address: cheryleileen@gmail.com Phone No.: 250-777-1096

Delegation Status: (select one)

Representing a Group/Organization/Business Salmo District Arts Council
(Name of Group/Organization/Business)
 Attending as an Individual

Council Date Requested for Meeting: July 9 2024

Purpose of the Delegation Request:

Update council on SDAE projects.
Announce By Local program & \$20,000 Etsi BC funding
for "Cultural Tourism Plan for Salmo Valley" Discuss Reno plans.

Note:

- A copy of all information regarding the presentation **must** accompany this application.
- Delegation requests are subject to approval by the Mayor and Corporate Officer. Submission of an application is not a guarantee that you will be approved to appear before Council. Where the subject matter of a delegation pertains to legal matters, personnel, and/or private property issues, the Village of Salmo reserves the right not to approve the delegation.
- The Village of Salmo cannot guarantee you will be scheduled on the date requested

I/We acknowledge that only the above matter will be discussed during the presentation:

Signature: [Handwritten Signature]

Date: June 28 2024

This information is collected by the Village of Salmo in accordance with Section 124 of the *Community Charter* and is protected under the *Freedom of Information and Protection of Privacy Act*. The information will be used to facilitate processing this request to appear as a delegation before Council. Should you have any questions about the collection of this personal information, please contact the Village of Salmo, Corporate Officer at 250.357.9433.

The applicant, in the process of submitting or authorizing this application, hereby recognizes and accepts that this material will become available to the public as part of the application, review and approval process.

CC Applicant's Initials

Return completed form along with the information regarding the presentation to the Corporate Officer either by mail, in person, by fax, or by email

Completed forms can be faxed to (250)357-9633 or emailed to info@salmo.ca.



The Corporation of the Village of Salmo

Report to Council

Report Date: July 4, 2024

Meeting Date: July 9, 2024

From: Brandy Jessup, Deputy Corporate Officer

Subject: Bear Safe Garbage Cans for Tennis Court and Big Rock Areas

1. OBJECTIVE

That Council consider whether to purchase two bear proof garbage cans and apply for Community Development funds from RDCK to cover the cost of purchase and installation.

2. DISCUSSION

At the June 11, 2024 Council meeting, staff was directed to look into the price for two single bear safe garbage cans, one to be placed at the Tennis Court area and the other at the Big Rock Area.

The Home Depot in Cranbrook, BC offers these for sale online at a cost of \$1,749.00 each. Additional costs include shipping expenses (\$39.00 per can) plus taxes (\$429.12). The estimated cost for both would be \$4,005.12. Additional costs for installing the garbage cans will include the cost of cement for pouring a base and civic works time for site prep and the actual install. As the specific cost is currently unknown, we are asking for permission to apply to the Community Development Fund for an amount up to \$9,000.

Research was done on other Canadian providers such as Uline but they did not offer the same style of bin. Uline offered a hard plastic option that is movable which is not ideal due to the potential of acts of theft and Global Industrial did not offer any bear proof options. A company in the United States called Bear Guardian had similar garbage cans but the price was \$1,404.39 US which does not include a conversion to Canadian dollars or shipping and customs charges.

3. OPTIONS

- 3.1 That staff be directed to purchase two single bear safe garbage cans and Council approve using up to \$9,000 from the Community Development Funds based on actual cost.
- 3.2 That Council not proceed with purchasing the two single bear proof garbage cans.

4. RECOMMENDATION

That staff be directed to purchase two single bear safe garbage cans and Council approve using up to \$9,000 from the Community Development Funds based on actual cost.

Respectfully submitted,

Brandy Jessup, Deputy Corporate Officer



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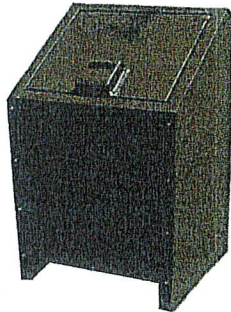
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Model 461-311-0002 \$1,749.00 / each

Qty 2 Remove Save for Later

Delivery

July 15-17 \$78.00 Delivery Details \$39.00 / each

Store Pick-Up

July 14-16 FREE Will be shipped to store Cranbrook #7255

\$3,498.00

Order Summary

Order Subtotal \$3,498.00 Delivery \$78.00 Estimated Taxes* \$429.12

Estimated Order Total \$4,005.12

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The Corporation of the Village of Salmo

Report to Council

Report Date: July 4th, 2024
Meeting Date: July 9th, 2024
From: Fred Paton, Civic Works Foreman (approved by the CAO)
Subject: Fourth Street Road Repair

1. OBJECTIVE

To consider increasing the budget of the Fourth Street Road repair by up to \$5,000 to include potential unexpected extra costs due to change in the repair area.

2. DISCUSSION

Included in the 2024 financial plan, council approved a budget of \$8,500 to complete the road repair at Fourth Street and Riverside Avenue based on the condition of the site at that time. The repairs were necessary due to a sink hole that occurred because of failures to the materials below the pavement, possibly even an old culvert that has failed. The road has received temporary fixes in the since the hole first appeared, but the location continues to sink further after each repair indicating that there may be extra time and materials required to complete the repair adequately.

Since that time, the road has continued to sink, and it is critical that repairs get underway. Due to the nature and location of this project, the material, (or lack thereof) material, below the road is unknown and the project must commence to determine this.

Although the original budget may be sufficient to complete the project, it is recommended that a contingency be allocated in the event that the contractor discovers there is an excess amount of time, or materials required to repair the road

The project is a high priority for the Village and should commence as soon as possible so that it can be completed in time for paving prior to the fall.

3. OPTIONS

3.1. Direct staff to proceed completing the repair job with a contingency fund of \$5,000 bringing the budget on this project up to \$13,500 and further, that the additional budget be funded through the Gas Tax Fund.

3.2. Do not amend the budget and direct staff to proceed with the project with the allocated budget recognizing that this option may leave a partially incomplete project.

4. RECOMMENDATION

4.1. THAT an additional \$5,000 be allocated to the Fourth Street Road repair (for a total project cost of \$13,500) with Gas Tax funds to be used for the additional funding; and further, that a financial plan bylaw amendment be prepared to reflect this additional capital expense.

5. ATTACHMENTS

5.1. NIL



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, June 25, 2024 at 7:00 p.m.

PRESENT:

In Person:

Mayor Diana Lockwood
Councillor Melanie Cox
Councillor Jonathon Heatlie
Councillor Jennifer Lins
Councillor Kenzie Neil

Interim CAO Linda Tynan

Members of Public - 2

Electronically:

Finance Officer Nathan Russ
Members of the Public - 0

CALL TO ORDER:

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

AGENDA:

R1-10-24

Moved and seconded, that the agenda of Regular Meeting #10-24 of Tuesday, June 25, 2024 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include an Annual & SOFI Report section, a New Business section, a Public Question Period, and an *In Camera* section.

Carried.

DELEGATIONS:

NIL

2023 ANNUAL REPORT & STATEMENT OF FINANCIAL INFORMATION (SOFI) REPORT:

R2-10-24

Moved and seconded, that Council adopt the 2023 Annual Report including the audited annual financial statements.

Carried.

R3-10-24

Moved and seconded, that the 2023 Statement of Financial Information, a copy of which will be forwarded to the Ministry of Community, Sport and Cultural Development be adopted, and further that the Mayor and the Finance Officer be authorized to execute all documents related to the 2023 Statement of Financial Information.

Carried.

NEW BUSINESS:

R4-10-24

Moved and seconded, that the report on the Salmo July 1st Weekend Celebrations dated June 21, 2024 be received for information.

Carried.

R5-10-24

Moved and seconded, that the RDCK be advised that the Village of Salmo agrees to participate in the Regional Housing Needs Assessment project and further, that a maximum of \$6,000 budget be allocated to the project using funds received for Capacity Building from the provincial government.

Carried.

R14-10-24
Treasurer’s Report

Moved and seconded, that Council receive for information the
Treasurer’s report for May 2024.

Carried.

CORRESPONDENCE REQUIRING A DECISION:

R15-10-24
Salmo Valley Youth &
Community Centre Re:
Letter of Support for
Community Prosperity
Fund - #40

Moved and seconded, that the Village of Salmo sponsor the Salmo
Valley Youth & Community Centre’s grant application to the
Community Prosperity Fund.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R16-10-24

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

- (1) C3 Alliance Re: Invitation to the 11th Annual Resource Breakfast
Series - September 17-19, 2024 - #39
- (2) KBRH Re: Thank You for Donation to the KBRH Health
Foundation's Orthopedic Enhancement Project - #41
- (3) Minister of Housing Re: Reminder of Deadline for Local
Governments to Amend Their Zoning Bylaws to Comply with the
New SSMUH Requirements - #42

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Cox

Councillor Heatlie

Nothing to report.

Councillor Lins

Nothing to report.

Councillor Neil

Councillor Neil apologized that there is no library report available.

Mayor Lockwood

See *Appendix B*. Mayor Lockwood brought attention to the fire hazmat
course, which is free, and wondered why the fire department has
never signed up for it.

R17-10-24
Verbal & Written
Reports of Mayor &
Council

Moved and seconded, that the verbal and written reports of Mayor
and Council be received for information.

Carried.

PUBLIC QUESTION PERIOD: NIL

IN CAMERA RESOLUTION:

R18-10-24

Moved and seconded, that the meeting be closed to the public under *Community Charter* Sections 90(1)(c) labour relations or other employee relations, and (m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

Carried.

RECONVENE OPEN MEETING: Council reconvened the meeting @ 8:20 p.m.

ADJOURNMENT:

Moved and seconded, that the meeting be adjourned.

R19-10-24

Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, June 25, 2024.

Mayor

Interim Chief Administrative Officer



The Corporation of the Village of Salmo

Report to Council

Report Date: July 4, 2024
Meeting Date: July 9, 2024
From: Brandy Jessup, Deputy Corporate Officer
Subject: Direction on Burial Liners in the Cemetery

1. OBJECTIVE

That council consider whether to proceed with a bylaw amendment to allow the interment of caskets without burial liners within the Salmo Cemetery.

2. DISCUSSION

On April 23, 2024, Neila Morrison presented Council with a request to amend the *Village of Salmo's Cemetery Bylaw No. 603, 2013* to allow individuals to be interred in their casket without non-decomposing liner. Currently, the liner is a requirement of a casket burial in the Village's cemetery.

As noted in Neila's presentation, there are certain individuals that would prefer to be interred without a liner either for religious or personal reasons. While this may be the case, Council should consider the ramifications of allowing a casket burial without a liner.

The purpose of a burial liner is to support the weight of the dirt that covers the casket and they can either be in a box form or dome shape (the funeral home provides these upon a casket burial in the Village). The intention of these liners is to prevent a collapse onto the grave, which could cause damage to the casket. Without any sort of protection, caskets would cave in over time, causing the ground to be uneven which raises a concern for the safety of visitors and staff, as well as increases to cemetery maintenance costs.

Another consideration is the slope of the Village's cemetery. If a burial occurs on a section that has a slope, the ground may slough downward which could potentially affect any grave sites below.

I have researched other local municipalities regarding their use of burial liners and none allow the option of not using one. The cemetery caretaker for the City of Trail communicated that they do not allow the option as the graves get sink holes without the liners.

2.1 **Financial Implications:** The costs of maintenance will increase due to the collapsing of the grave. Staff will, over time, have to bring in new soil in order to level the site for safety concerns. As such, there should be an additional charge for choosing to be buried without a liner.

3. OPTIONS

3.1 That Council allow an individual the option of not using a burial liner for casket burials in the Village's cemetery, and further, that staff be directed to bring an amendment to the *Village of Salmo's Cemetery Bylaw #603, 2013* forward for the allowance of such including a charge for the service.

3.2 That Council not allow the option of not using a burial liner for casket burials in the Village's cemetery.

4. **RECOMMENDATION**

That Council not allow the option of not using a burial liner for casket burials in the Village's cemetery.

Respectfully submitted,

Brandy Jessup, Deputy Corporate Officer



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 25, 2024
Meeting Date: July 9, 2024
From: Trish Dehnel, Planner
Subject: Rezoning application: 740 Davies Avenue

1. OBJECTIVE

An application has been received to allow for the conversion of a detached garage into an accessory dwelling unit. The property zoning does not permit accessory dwelling units. As “use and density” cannot be varied through other permits, the property must be “rezoned” to allow for this specific use.

This is an opportunity for the Village to provide preliminary review of this “change in use” application and Council is asked to authorize preparation of a site specific zoning amendment bylaw for the property located at 740 Davies Avenue (Lot D Plan NEP6291 District Lot 206 Kootenay District PID 006-770-274 to permit an accessory dwelling unit on a parcel in the R-1 Single and Two Family Residential Zone.

2. DISCUSSION AND ANALYSIS

Project description, property zoning information and relevant OCP information is attached.

The property zoning (R-1) does not permit accessory dwelling units (ADU) or two residential buildings on one lot.

This is a developed lot and the addition of an ADU will provide an extra residential unit in the Village. The proposal is not expected to impact the existing development of the lot. To move forward to allow an ADU on site, these factors have been considered:

- OCP recognizes need for housing and supports the development of “carriage houses” (also known as ADU)
- As the building is existing, it is exempt from Development Permit requirement.
- A building permit is required to complete conversion of the unit. At that time, water and sewer servicing of the unit will be required.
- Village policy is to have only one set of servicing connections per parcel. A second set of connections is not recommended as this sets up future asset management situations for the Village.
- For water service, the plumbing code requires a ¾ inch connection for 2 residential units. The property owner is responsible for all costs of connection/upgrade from the service to the property line. Configuration of the service on private property is up to the property owner and to meet building code.
- In the building permit stage, the renovations will be required to ensure it meets floodplain regulations.

- Concerning the siting of the existing development, under the Development Application Procedures Bylaw, staff is authorized to issue a minor development variance permit. As the ADU does not meet the required rear lot setback, the variance process will be followed concurrently with the rezoning process and issued prior to building permit.
- Under the recent Bill 44, as this zoning change meets the OCP and allows for an additional housing unit, a Public Hearing is prohibited. Notice of the first reading of the bylaw is required and as this impacts only one property, mailout to immediate neighbours is required.

3. RECOMMENDATION

That the zoning amendment bylaw be finalized to allow for a site specific exemption in the R1 zone to permit an accessory dwelling unit on the parcel legally known as *740 Davies Avenue (Lot D Plan NEP6291 District Lot 206 Kootenay District PID 006-770-274)*

That Council pass the following resolution:

1. That staff be directed to prepare a zoning amendment bylaw to allow for an additional dwelling unit at 740 Davies Avenue, to be brought forward for consideration of first reading at the next regular council meeting.

4. ALTERNATIVES

1. Prepare the zoning amendment bylaw and provide notice of first reading of the bylaw.
2. Deny this application and do not proceed with preparation of bylaw amendment.

Patricia Dehnel

Patricia (Trish) Dehnel, RPP MCIP

PROJECT DESCRIPTION

Property Information: 740 Davies Ave

- Property zoning: R-1 Single and Two Family Residential
- Property size is 0.243 acres (983 m²)
- Existing development: one single family home and one detached garage.
- OCP: Residential Low Density
- Flood Construction Levels - 1990: FCL 668.0 m setback 30.0 m
- Floodplain Yes Erie Creek
- Non Standard Flooding Erosion Area: Erie Creek Salmo E1/3-2N: Fan Type AD Rating 2
- Development Permit areas:
 - Schedule H Floodplain and Alluvial Fans
 - Schedule J Aquifer Protection

Monte Comeau
740 Davies Avenue

Proposal Summary

I am asking for approval to convert my existing garage into a self contained accessory dwelling unit for the purpose of a rental suite.

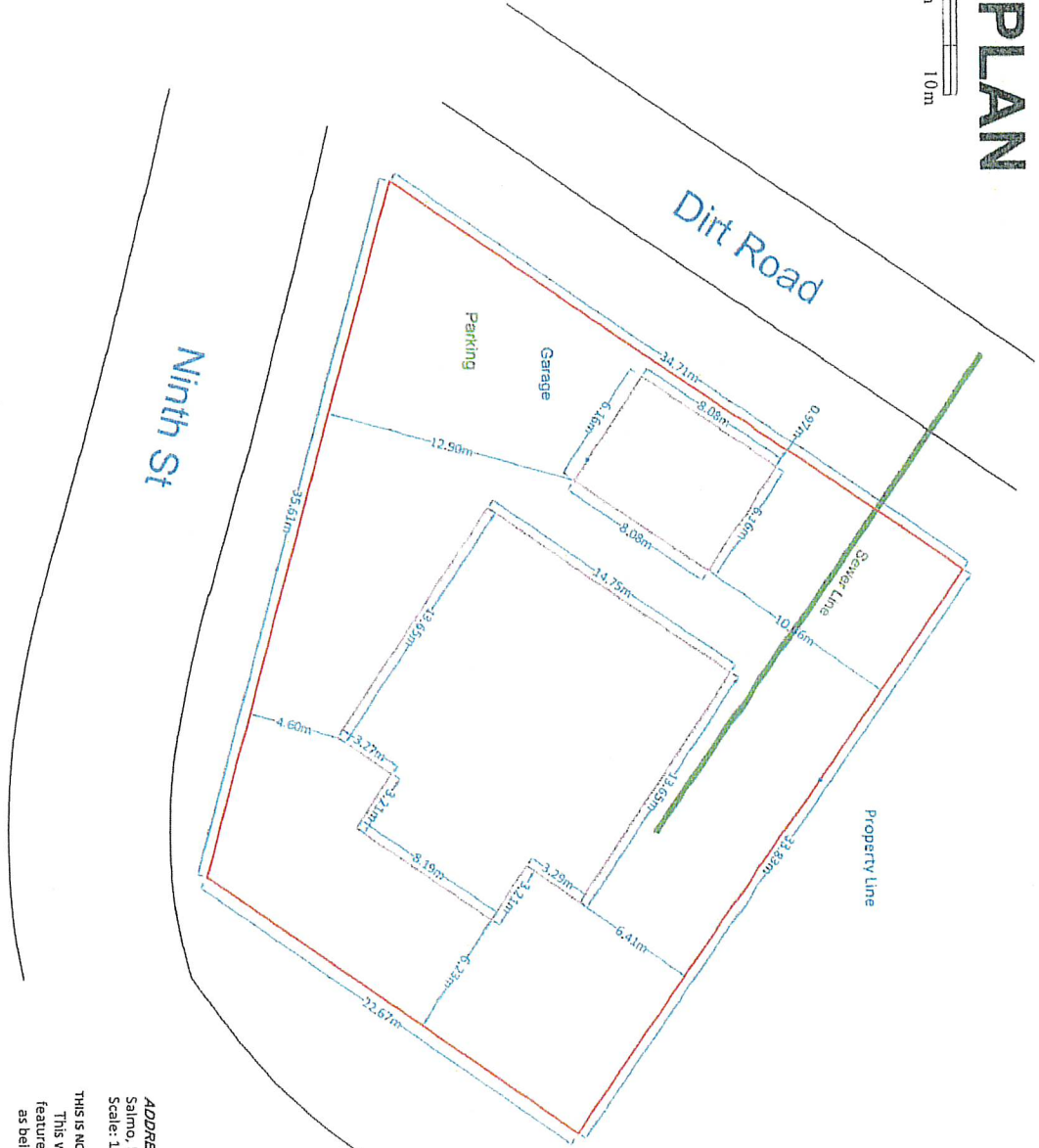
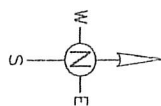
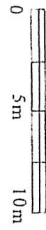
I want to completely renovate existing building and add water and sewer as those are not currently present. My hope would be that I could hook into existing sewer line if possible as that runs near the back of the building.

I am not sure how to access water as that is supplied to main house from Davies avenue.

I will be adding a new electrical service as existing house does not have the capacity for an additional rental unit and would prefer to have that separate.

There is ample room for parking an addition vehicle in front of the building and overall nothing really will change in appearance to the neighbours and no additional work by village works department as far a snow removal or other maintenance.

SITE PLAN



Date: May 7, 2024

ADDRESS: 740 Davies Ave
 Salmo, BC V0G 1Z0
 Scale: 1:200

THIS IS NOT A LEGAL SURVEY, NOR IS IT INTENDED TO BE OR REPLACE ONE
 This work product represents only generalized locations of
 features, objects or boundaries and should not be relied upon
 as being legally authoritative for the precise location of any
 feature, object or boundary.

ZONING BYLAW 489, 2001

Zoning Single and Two Family Residential (R-1)

Permitted Uses include: *1. Single-family dwellings; 10. accessory buildings and structures; and 11. Secondary suite contained within a building whose primary use is that of a single family dwelling.*

An accessory dwelling unit is **not** a permitted use of the zone.

Definitions:

No definition for Accessory Dwelling unit is found in the Salmo Zoning bylaw. In the SSMUH legislation, the province established the following definition:

Accessory Dwelling Unit : An accessory dwelling unit (often referred to as an ADU) is a self-contained dwelling unit, such as a garden suite, laneway home, carriage house or garage suite, located on the same legal lot as another dwelling. Specific planning rules and building code standards exist for the development of secondary suites and ADUs, providing property owners and tenants with assurances about the safety of their homes.

Development Variance / Plan Check (applicable sections):

| Land Use / Zoning Bylaw | Bylaw Requirements | Proposed / Actual Development | Comments |
|---|-----------------------------------|--|---|
| Zone | Single and Two Family R1 Zone | Conversion of garage to ADU | Rezone required to allow ADU |
| Setbacks (4.4.3) 2) Accessory Building | | | |
| Front | 4.5 m (Davies Ave) | Ok | OK |
| Exterior Side | 4.5 m (Ninth St) | 12.9 m | OK |
| Rear | 1.5 (lane) | 0.97 m | This is existing construction and will not increase non-conformity. To authorize building permit for conversion a minor DVP or acknowledgement in zone amendment suggested. |
| Interior Side | 1.5 m | 10.46 m | OK |
| Height (4.4.4) | 10 m principle 4.5 m accessory | Conversion is of single-story garage. | OK |
| Site Coverage (4.4.5) | Not more than 33% of site | No new development proposed. Existing lot coverage at 28.2% | OK |

| | | | |
|---------------------------|--|---|---|
| Buildings Per Lot (4.4.6) | No more than one building per lot containing a dwelling unit or units may be located on a lot. | Proposal to be 2 buildings with dwelling unit | Amendment to zone to allow 2 residential buildings is required. |
| Parking (4.4.9) | Two off street parking spaces shall be provided for each dwelling unit | | Ample parking on site. |

Watercourse / Waterbody: (1) Erie Creek

| Floodplain Bylaw | Bylaw Requirements | Proposed | Comments |
|------------------|--------------------|----------|----------|
| Setback | 30.0m | | |
| FCL | 668.0 m | | |
| Alluvial Fan | AD Rating 2 | | |

OFFICIAL COMMUNITY PLAN

Sustainable Salmo, Official Community Plan 2020, Bylaw 687

The OCP establishes the long term vision of the community and provides guidance for economic, environmental, physical design and social well being of the community.

The OCP is a guide for the development of the Village and may be amended and revised over time. However, the Village must not adopt bylaws that contravene the intent of the OCP.

2.7 Affordable Housing Strategy:

The strategy includes the following two clauses that support development of an accessory dwelling unit in the R-1 Zone.

- f. Encourage suites in all new single detached homes;*
- h. Establish an infill rental housing bylaw to encourage coach houses and suites above garages where possible;*

4.8 Economic Sustainability & Growth:

Policies that support development of an accessory dwelling include:

- 4.8.2.e) Promote the in-fill of vacant residential lots to increase housing availability, as increasing the population will foster the security of local businesses with increased, year-round business.*

5.2 Sustainable Community Development

Objective to encourage *energy efficient neighbourhoods and buildings including retrofitting to minimize energy consumption and greenhouse gas emissions.* Policies include:

- e) To incorporate regulations for coach houses and secondary suites into the new zoning bylaw;*
- (f) To incorporate revised permissible heights for secondary structures into the new zoning bylaw to accommodate coach houses and RV storage;*
- (g) To develop a bylaw regulating the use of bedrooms, secondary suites and coach houses and other dwellings as B&Bs to ensure that an adequate long-term rental housing supply is consistently available in Salmo and that neighbours do not have issues with other neighbours over property use and other issues around B&Bs, while also ensuring that the*

Village can provide adequate accommodation for tourism growth;

5.5 Residential Objectives:

- (f) Encourage an increase in the development of rental housing in various forms; and*
- (g) Include secondary suites and coach housing options, where appropriate.*

6. Development Permit Areas

The subject property is located in 2 Development Permit areas.

- DPA1 - Aquifer Protection. The DP requirement is exempt for proposals connected to municipal water and sewer.
- DPA 3 - Floodplain. Although a DP is required for proposed alteration of existing structures within the Salmo Floodplain, section 6.5.6 exempts reconstruction / renovation of a building on its existing footprint.

R1 BYLAW AMENDMENT

In order to accommodate the applicant's request, the R1 zone could be amended on a site specific bases, so that only this parcel be permitted an ADU in the R1 zone. In future, under the current zoning bylaw, neighbouring properties wishing to do the same would be required to go through the rezoning process, with each application reviewed on a case by case basis.

Zoning Bylaw amendment:

Section 1.1 Definitions

Add **Accessory Dwelling Unit** : An accessory dwelling unit (ADU) is a self-contained dwelling unit located on the same legal lot as another dwelling.

Section 4.4.1 Permitted Uses of the R1 Zone

- Add 12. Accessory Dwelling Unit applicable to the parcel legally known as *740 Davies Avenue (Lot D Plan NEP6291 District Lot 206 Kootenay District PID 006-770-274)*

Section 4.4.6 Buildings Per Lot (R1 Zone)

- Add: An Accessory Dwelling Unit is also permitted on the parcel legally known as *740 Davies Avenue (Lot D Plan NEP6291 District Lot 206 Kootenay District PID 006-770-274)*

**THE CORPORATION OF THE VILLAGE OF SALMO
BYLAW NO. _____**

A BYLAW TO AMEND “ZONING BYLAW NO. 489, 2001”

WHEREAS the Council of the Village of Salmo considers it desirable and expedient to amend “ZONING BYLAW NO. 489, 2001” (hereinafter called “said Bylaw”);

NOW THEREFORE the Council of the Village of Salmo, in general open meeting assembled, enacts as follows:

1. That the said Bylaw be amended by adding the definition of Accessory Dwelling Unit (ADU) to Section 1.1 of Schedule “A” as follows:

Accessory Dwelling Unit (ADU) means a self-contained dwelling unit located on the same legal lot as another dwelling.

2. That the said Bylaw be amended by adding accessory dwelling unit to Section 4.4.1 (Single and Two-Family Residential R-1) of Schedule “A” as follows:

12. Accessory Dwelling Unit applicable only to the parcel legally known as *740 Davies Avenue (Lot D Plan NEP6291 District Lot 206 Kootenay District PID 006-770-274)*

3. That the said Bylaw be amended by adding a clause to Section 4.4.6 (Single and Two-Family Residential R-1) of Schedule “A” as follows:

An Accessory Dwelling Unit is also permitted on the parcel legally known as *740 Davies Avenue (Lot D Plan NEP6291 District Lot 206 Kootenay District PID 006-770-274)*

4. This Bylaw shall take effect immediately.

5. This Bylaw may be cited as the “Zoning Bylaw Amendment (ADU – 740 Davies Avenue) Bylaw No. xxx, 2024.

READ A FIRST TIME the x day of July, 2024

READ A SECOND TIME the x day of July, 2024

READ A THIRD TIME the __ th day of __, 2024

FINALLY PASSED AND ADOPTED the __ day of __, 2024

Mayor

Corporate Officer

Village of Salmo

Accounts Payable June 21 to July 4, 2024

| Cheque # | Pay Date | Vendor Name | Description | Paid Amount |
|----------------------|------------|---------------------------------------|---|-------------|
| 017467 | 2024-06-25 | Ace Courier Systems | Water Sample Shipping | \$28.38 |
| 017493 | 2024-07-04 | Ace Courier Systems | Water Sample Shipping | \$28.38 |
| 017468 | 2024-06-25 | Brogan Fire Safety | FD Turnout Gear Maintenance | \$1,956.18 |
| 017495 | 2024-07-04 | Commissionaires British Columbia | Bylaw Enforcement | \$331.14 |
| 017469 | 2024-06-25 | Corrine Bundschuh | Canada Day Performance | \$100.00 |
| 017496 | 2024-07-04 | Custom Dozing Ltd. | Summer Road Maintenance | \$756.00 |
| 017497 | 2024-07-04 | Dehnel Planning | Planning Services | \$2,027.55 |
| 017498 | 2024-07-04 | Environmental Operators Certification | 2024 Annual Facility Dues | \$420.00 |
| 017510 | 2024-07-04 | Fortis BC - Natural Gas | Natural Gas Expenses | \$40.48 |
| 017470 | 2024-06-25 | Fortis BC Inc. | Electricity Expenses | \$2,310.28 |
| 017499 | 2024-07-04 | Fortis BC Inc. | Electricity Expenses | \$3,726.09 |
| 017471 | 2024-06-25 | Home Hardware Building Centre | Canada Day Supplies | \$160.79 |
| 017512 | 2024-07-04 | Inland Allcare | KP Washroom/Garbage Collection Supplies | \$517.58 |
| 017506 | 2024-07-04 | Kelowna Barrette | Cleaning Services | \$409.50 |
| 017500 | 2024-07-04 | Korpack Cement Products Co. Ltd | Sewer Collection System Supplies | \$1,210.63 |
| 017473 | 2024-06-25 | Lidstone & Company | Legal Services | \$6,753.60 |
| 017503 | 2024-07-04 | Linda Tynan Consulting Services | Interim CAO Contracting | \$14,325.15 |
| 017501 | 2024-07-04 | Lordco Auto Parts | FD Supplies | \$57.07 |
| 017504 | 2024-07-04 | Mills Office Productivity | Office Supplies | \$111.85 |
| 017474 | 2024-06-25 | Orge Kailey | Canada Market Manager | \$150.00 |
| 017505 | 2024-07-04 | Passmore Laboratory Ltd. | Water Sample Testing | \$200.00 |
| 017507 | 2024-07-04 | Patty Hignell | SDJ Exchange | \$13.13 |
| 017475 | 2024-06-25 | Pennywise | Canada Day Advertising | \$277.66 |
| 017508 | 2024-07-04 | Ralcomm Ltd. | FD Supplies | \$3,451.62 |
| 017494 | 2024-07-04 | Richens Ann | Campground Management | \$480.00 |
| Pre-authorized Debit | 2024-07-04 | Royal Bank Central Card Services | Service Fees | \$253.29 |
| 017477 | 2024-06-25 | Salmo Valley Newsletter | Canada Day Advertising | \$25.00 |
| 017509 | 2024-07-04 | Sunco Communication & Installation | IT Services | \$1,263.81 |
| 017478 | 2024-06-25 | Telus Communications Inc. | Telephone/Fax/Internet Services | \$1,260.91 |
| 017511 | 2024-07-04 | VitalAire | FD Supplies | \$16.80 |
| 017476 | 2024-06-25 | Wayne Phelps | Grass Equipment Maintenance | \$90.00 |

Village of Salmo
Accounts Payable June 21 to July 4, 2024

| Cheque # | Pay Date | Vendor Name | Description | Paid Amount |
|-----------------|-----------------|--|--------------------|--------------------|
| | | Employee Benefits, Reimbursements and Salaries (PP13, Council 6) | | \$25,919.94 |
| | | Total: | | \$68,672.81 |



The Corporation of the Village of Salmo

Request for Decision

Report Date: July 3, 2024
Meeting Date: July 9, 2024 (#11-24)
From: Brandy Jessup, Deputy Corporate Officer
Subject: Request to allow food trucks at weekly Salmo Valley Farmers Market

1. OBJECTIVE

To consider whether to allow food trucks at the weekly Salmo Valley Farmers Market.

2. BACKGROUND

On June 3, 2024, the manager of the Salmo Valley Farmers Market sent a request for an allowance of food trucks at the weekly Salmo Valley Farmers Market.

In researching what other local farmers markets allow, both Trail & Fruitvale have mobile food trucks as part of their markets. I have reached out to Nelson's Farmers Market as I didn't find any vendor listings on their website but as of the date of this report, a response has not been received.

In order to operate as a Farmers Market, there is an understanding that the products offered be hand-made, home-made. While the food offered by a food truck may not be from a farm, they are still preparing the finished product themselves.

If council approves allowing food trucks at the market, the Farmers Market will be responsible for ensuring the appropriate health permits are in place.

3. OPTIONS:

- 3.1 THAT Council approve allowing two food truck vendors to participate in the weekly Salmo Valley Farmers Market as a trial basis for the 2024 season.
- 3.2 THAT Council not allow food truck vendors to participate in the weekly Salmo Valley Farmers Market.

4. STAFF RECOMMENDATION:

- 4.1. THAT two food truck vendors be allowed to participate in the weekly Salmo Valley Farmers Market as a trial basis for the 2024 season.
- 4.2. THAT the two food truck vendors be allowed to operate in KP Park during the weekly Salmo Valley Farmers Market for the 2024 season.

Respectfully submitted,

Brandy Jessup, Deputy Corporate Officer

Encl.: *Correspondence from the Salmo Valley Farmers Market #43*

DATE Jun. 3/24
NO 43 TO M+C-Jul. 9/24
FILE NO 0230-20

Brandy Jessup

From: Salmo Valley Farmers Market <salmovalleyfarmersmarket@gmail.com> VILLAGE OF SALMO
Sent: June 3, 2024 1:25 PM
To: Village of Salmo

Hello,

I would like to put in a request for the Salmo Village Council to consider allowing food trucks at our weekly farmers markets during the summer. We think it would be a great addition as it would help draw in more customers and in turn support all of our vendors and small businesses. Please let me know if there is anything else I should include for this request.

Thank you!
-Kailey Orge
Market Manager



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

June 19, 2024

DATE Jun. 24/24
NO 44 TO Mar-July 9/24
FILE NO 0230-20/1970-03
VILLAGE OF SALMO

Village of Salmo
PO Box 1000
Salmo, BC
VOG 1Z0

Attn: Mayor and Council

The Salmo and Area Supportive Housing Society respectfully requests a permissive exemption for property legally described as:

Lot 2, Plan NEP71801, District Lot 206 and District Lot 206A, Kootenay Land District

The Salmo and Area Supportive Housing Society would like to thank Salmo Village Council for previous years permissive exemptions, we were disappointed to hear that Council only awarded a 75% permissive exemption for our property for the 2024 taxation year.

The Salmo and Area Supportive Housing Society respectfully request a permissive exemption for the 2025 taxation year, and would like Salmo Village Council to reconsider the award of the permissive exemption on the basis of 100% as in previous years exemptions as per Village of Salmo Permissive Tax exemption Policy F-010.

As you are aware we are a not-for-profit organization that oversees the Salmo Valley estates which have 20 units of supportive affordable senior housing in the main building and affordable housing of 8 units in the Townhouses. These units enable seniors and residents the ability to remain in our community at an affordable rate and to be close to family and friends.

Please bear in mind that if the property as listed above is not given a permissive tax exemption that the total taxation for our Society when including Regional District, School, Provincial and other government agencies would result in a significant burden and an unbearable strain on our resources.

In order to become more self-sufficient, we have begun the process of increasing rent rates when applicable (new tenant agreements). We would also like to inform Council that

our mortgage on the property will end in 2026. This will enable the Society to be better prepared in the future.

Attached are our financial statements for the past 3 years.

The Board is available to come to a meeting to answer any questions the Mayor and Council may have.

As mentioned in our previous application, we would like to make Council aware that most, if not all, neighbouring municipalities grant permissive exemptions for other similar societies that offer affordable housing.

We look forward to a favorable response.

Sincerely,

The Board of the Salmo and Area Supportive Housing Society.



Lorne Hanson, President

DATE Jun. 28/24
NO 45 TO M+C Jul 9/24
FILE NO 0230-20

Schedule A

VILLAGE OF SALMO



The Corporation of the Village of Salmo

P.O. Box 1000
Salmo, British Columbia V0G 1Z0
www.salmo.ca

Phone: (250) 357-9433
Fax: (250) 357-9633
Email: info@salmo.ca

COMMUNITY GRANT APPLICATION FORM

Part A: Applicant or Designate

Name of Organization: Salmo District Arts Council
Address/Phone #: 250-777-1046 // 304 Main St // Box 835
Contact Person: Cheryl Cook
Address/Phone #: 250-777-1046

Part B: About the Applicant

Are the funds being requested for a non-profit organization in the Salmo Valley? Yes
How will this project benefit the people of Salmo? Increase awareness of local artists & farmers. Encourage locals & others to shop Salmo.
Is a proportionate request being made to other local governments? No

Has your group initiated other activities to raise funds (excluding appeals for grants?) YES
If so, please list those activities: \$17,180 CBT Funding confirmed

Part C: About the Application

Briefly describe the purpose for which you are requesting this grant: Buy Local Grant Project. 1 - \$500 gift basket per month Sept 15 2024 - Aug 15 2025 w/ 2 baskets. CBT contributing \$17,180. For \$300 we will put VOS logo on things.
Amount of grant requested: \$300
(Except under extraordinary circumstances, no grant-in-aid shall exceed \$300.)

Amount of Village labour, equipment and supplies requested:
If the village would like to host/display the monthly gift basket we can bring it in.



PROJECT BUDGET SECTION

Administration Details

| Cash Budget Item | Total Amount Required |
|---------------------------------------|------------------------------|
| Book keeping \$35 x56 hours | \$1,960 |
| Subtotal Administration Budget | \$1,960.00 |

Contract Fees and/or Staff Wages Details

| Cash Budget Item | Total Amount Required |
|---|------------------------------|
| Project Coordination, Advertising \$35 x 252 hrs/mo x 8 | \$8,820 |
| Subtotal Contract Fees Budget | \$8,820.00 |

Capital Purchases and Project Supply Details

| Cash Budget Item | Total Amount Required |
|--|------------------------------|
| 25-30 draw boxes for collecting draw tickets | \$300 |
| Subtotal Capital Purchases Budget | \$300.00 |

Other Costs Budget Details

| Cash Budget Item | Total Amount Required |
|--|------------------------------|
| Gift baskets x 12(\$500) | \$6,000 |
| Graphic Design full campaign, with 2025 reboot | \$400 |
| Subtotal Other Costs Budget | \$6,400.00 |

TOTAL CAMPAIGN/EVENT CASH BUDGET **\$17,480.00**

REVENUE SOURCES

| Source Name | Confimed (Y/N) | Amount |
|---------------------------|-----------------------|--------------------|
| Columbia Basin Trust | No | \$17,180 |
| Village of Salmo | no | \$300 |
| TOTAL CASH REVENUE | | \$17,480.00 |



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

MAYOR LOCKWOOD

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

Salmo & Area G Emergency Preparedness Committee:

Please make sure you have a **Grab and Go Bag** for any emergency or event that you may face. Don't forget about your pets, by having some food in your bag for example.

Fire Department: As we go into hotter weather the department is looking for your help to closely watch your campfires (keeping them small and monitored) and to slow down when coming up on a road accident.

Citizen Engagement: Salmo saw a great turn out for Canada Days. The Bouncy Castle was a huge success and a big thank you to New Life Church.

If you are interested in farm tours with the Young Agrarians they will be touring the Salmo farms on July 14 @ 12pm. Register at youngagrarians.org/events for this event.

Salmo & District Arts Council:

RDCK:

Board: Next meeting July 18, 2024

All Recreation: Public engagement for the parks, trail, and water access is now closed. The board truly needs to hear from the citizens on how we move forward with these recreation items because they cost a lot of money to build, maintain and monitor.

Salmo & Area G Recreation Commission: Next meeting September 9, 2024

Economic Trust of the Southern Interior – BC (ETSI-BC): Next meeting October 3, 2024

Central Resource Recovery: Next meeting TBD

Joint Resource Recovery: Next meeting July 17, 2024

West Kootenay Hospital Board: Providing funding for a new MRI in the amount of \$14.8 million which is less than 40% of the cost. The whole project will take 3 years: design start in August 2024, procurement by Feb 2025, start date for project will be July 2026 and completion June 2028. Upgrades to the KBRH parking areas increasing about 25 more spots. The MRI facility will support 20-year growth, efficiency, quality, clinical standard, and fiscal responsibility. Exams will increase from 4400 scans to 7000 scans, about a 60% increase.

Nelson, Salmo, E, F, & G Regional Parks: Next meeting September 10, 2024

Parks, Trails, Water Access Working Group: Next meeting TBD

Emergency Program Executive Committee: TBD

West Transit:

Other meetings of note:

Mayor's and chair Highway 3 Coalition: Next meeting September 2024

Ministry and/or MLA Meetings:

The government has a new tool for residents so they can be prepared for an emergency. It can be found under **PreparedBC.ca/EmergencyReady**.

IHA and Mayor's meeting: Discussion about what a policy would look like for a heat, air quality, or cold snap situation for our community.

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-Broadband)

Respectfully submitted,

Mayor/Director Lockwood