



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. (see *Appendix A*).

Carried.

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

R6-10-24 Moved and seconded, that the minutes of the Regular Council meeting
Regular Meeting #09-24 of Tuesday, June 11, 2024 be adopted as presented.
June 11, 2024 Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

OPERATIONAL REPORTS:

R7-10-24 Moved and seconded, that Council receive for information the written
Civic Works report as presented by Civic Works Foreman Fred Paton dated June 20,
2024. (see *Appendix A*). Carried.

R8-10-24 Moved and seconded, that Council receive for information the written
Fire Department report dated June 1, 2024 provided by Fire Chief David Hearn for the
period of May 2024. (see *Appendix A*). Carried.

R9-10-24 Moved and seconded, that Council receive for information the written
Bylaw Enforcement report on bylaw enforcement for the period of May 2024. (see
Appendix A). Carried.

R10-10-24 Moved and seconded, that the report on the Memorial Wall at the
Administration – Cemetery dated June 20, 2024 be received for information. (see
Memorial Wall Report *Appendix A*). Carried.

R11-10-24 Moved and seconded, that staff be directed to decommission and
BMX Skills Park at KP remove the BMX Skills Park. (see *Appendix A*) Carried.
Park

R12-10-24 Moved and seconded, that staff be directed to prepare a report on the
proposed additional camping area (in place of the BMX Skills Park) for
council review and consideration. Carried.

Strategic Plan NIL

FINANCIAL REPORTS:

R13-10-24 Moved and seconded, that Council receive for information the list of
Accounts Payable accounts payable cheques and electronic fund transfers from June 7,
2024 to June 20, 2024 totaling \$67,329.34. 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.

Originally Signed By:

Diana Lockwood

Mayor

Linda Tynan

Interim Chief Administrative Officer

APPENDIX A



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 20, 2024
Meeting Date: June 25, 2024 (#10-24)
From: Linda Tynan, Interim CAO
Subject: Participation with RDCK for Regional Housing Needs Assessment

1. OBJECTIVE

To consider partnering with the Regional District of Central Kootenay (RDCK) to complete an updated interim Housing Needs Report as required by the Province of BC.

2. BACKGROUND

In March 2024, RDCK reached out to member municipalities to determine interest in participating in a Regional Housing Needs Assessment to meet the Province's requirements for an updated interim Housing Needs Report. The Province has passed legislation requiring this to be completed by January 1, 2025.

The RDCK recognized that there are benefits to partnering and undergoing this project on a regional basis as was done in 2020.

At the time that RDCK inquired about Salmo's interest, there was staff changeover in the Village office. In addition, RDCK was not able to provide an estimate of a budget for the project. Therefore, RDCK issued a Request for Proposals without including the Village of Salmo as a participant. Regional District staff assured Village staff that there would be an opportunity to be added to the project should the Village decide to participate once the costs were determined, and staff could bring the matter to council for discussion.

RDCK has now completed the RFP process and selected a contractor for the project. A contract has been awarded with the understanding that it will be amended should Salmo choose to participate. The Village's portion of the budget is estimated to be \$5,643.00. Grant funding (capacity building) received from the Provincial government to complete requirements of Bills 44, 46, and 47 will be eligible for use on this project.

Some work towards data collection and the development of a preliminary Housing Needs assessment report was undertaken in January 2024 through a contract that the Village had with Selkirk College. The contract with Selkirk Innovates expired before the project was complete.

Although the incomplete report includes extensive data collection and captures some of the required information, it is not in a form that fulfills all the requirements of the province. The province has issued a Guide to Requirements for Housing Needs Reports (attached) which illustrates the need to develop the report using a standardized method.

Given that the Village is still in transition with senior staff, it is recommended that the Village participate in the program with the Regional District to complete this project by January 1, 2025. The current staff at the Village do not have the capacity to review the information captured in the incomplete report and to complete it to the standards required by the province. The information that has previously been collected will be passed on to the project consultant.

3. **OPTIONS**

- 1) Participate in the Regional Housing Needs Assessment project with the RDCK with a \$6,000 budget and utilizing funding received from the Province of BC for capacity building.
(recommended).
- 2) Complete the report using internal resources using the data previously collected.
This option is not recommended due to current limited capacity of Village of Salmo and the lack of expertise in this area.
- 3) Engage an external contractor to complete the project using the data previously collected.
This option is not recommended as it is unlikely that the project could be completed on an independent basis for less cost than the estimated \$5,643 for participating with the Regional District.

4. **STAFF RECOMMENDATION:**

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.

Respectfully submitted,
Linda Tynan, Interim CAO

Attachments: Guide to Requirements for Housing Needs Report (Ministry of Housing)

Guide to Requirements for Housing Needs Reports

As of June 2024, the Province has updated legislative requirements for Housing Needs Reports. This includes requiring all local governments to complete an Interim Housing Needs Report by January 1, 2025. All local governments must then complete 'regular' Housing Needs Reports in 2028 and every 5 years thereafter.

Together, the Housing Needs Reports legislation and regulations specify the following:

- **Interim report requirements**– This can build on a local government's most recent housing needs report, to include 3 new, additional items (see section below on Interim Housing Needs Reports below for more detail).
- **Required report content** – This includes: i) 5- and 20-year housing need projections using a standard methodology, the "HNR Method"; ii) statements about key areas of housing need; iii) information related to core housing needs; iv); a description of actions taken since the last report; v) and a summary of changes since the last report.
- **Information collection** – To help inform the housing needs reports, local governments must consider a wide range of data.
- **Official community plans and zoning bylaw alignment** – Municipalities are also required to ensure that their official community plans and zoning bylaws permit the number of housing units needed over 20 years as determined by use of the HNR Method.

This guide is an overview of the requirements in each of these areas.¹

The requirements related to Housing Needs Reports are detailed in legislation and associated regulations:

- *Local Government Act* (mainly Part 14) and *Housing Needs Reports Regulation (HNRR)*
- *Vancouver Charter* (Section 27) and *Vancouver Housing Needs Reports Regulation (VHNRR)*
- Links to the legislation, regulations, and guidance documents to help local governments to meet the requirements are available at the [Local Government Housing Initiatives webpage](#).

¹ Note: in the event of discrepancy with this document, the meaning of the legislation and regulations prevails.

Interim Housing Needs Reports

All local governments are also required to complete Interim Housing Needs Reports by **January 1, 2025**. These interim reports are only required to include three new, additional items:

1. The number of housing units needed currently and over the next 5 and 20 years, calculated using the HNR Method provided in the Regulation;
2. A statement about the need for housing in close proximity to transportation infrastructure that supports walking, bicycling, public transit or other alternative forms of transportation; and,
3. A description of the actions taken by the local government, since receiving the most recent housing needs report, to reduce housing needs.

A local government may amend their most recent housing needs report to include these items (e.g. in the main body or as an appendix) or incorporate these items as part of an entirely new housing needs report.

Required Report Content

All regular Housing Needs Reports, which are distinct from the Interim Housing Needs report detailed above, must include the following content. In the case of a regional district, this content is required for every electoral area to which the report applies. In the case of the Islands Trust, the content is required for each local trust area to which the report applies (see tables below for more detail).

- 5- and 20-year housing need calculations (total # of units needed) using a standard methodology, the "HNR Method";
- statements about the seven key areas of local need;
- the number and percentage of households in core housing need and extreme core housing need;
- a description of housing actions and changes since the last Housing Needs Report.

Housing units required – 5- and 20-year total number of housing units	Legislation
<p>The total number of housing units calculated using the HNR Method. The HNR Method consists of six components, which are added together to provide the total number of housing units needed in a municipality or regional district electoral area. The six components include:</p> <ol style="list-style-type: none"> 1. Supply of units to reduce extreme core housing need (those paying more than 50% of income for housing); 2. Supply of units to reduce homelessness; 3. Supply of units to address suppressed household formation; 4. Supply of units needed to meet household growth over the next 5 or 20 years; 5. Supply of units needed to meet at least a 3% vacancy rate; and, 6. Supply of units needed to meet local demand. This component is only included for municipalities. 	<p>LGA: 585.3 (c) (i), (ii); VC: 574.3 (c) (i), (ii)</p>

Households in core housing need	HNR Regulation
<p><i>Time Frame: previous 4 Census report</i></p> <p>Core housing need, overall and breakdown by tenure [# and %]</p>	<p>HNR: Section 8 (1) (a) (i), (ii); VHNRR: Section 8 (a) (i), (ii)</p>
<p>Extreme core housing need, overall and breakdown by tenure [# and %]</p>	<p>Section 8 (1) (a) (iii), (iv); VHNRR: Section 8 (a) (iii), (iv)</p>

Statements about key areas of local need	HNR Regulation
<ol style="list-style-type: none"> 1. Affordable housing 2. Rental housing 3. Special needs housing 4. Housing for seniors 5. Housing for families 6. Shelters for individuals experiencing homelessness and housing for individuals at risk of homelessness 7. Housing in close proximity to transportation infrastructure that supports walking, bicycling, public transit, and alternative forms of transportation 	<p>HNR: Section 8 (1) (b) (i), (ii), (iii), (iv), (v), (vi), (vii); VHNR: Section 8 (1) (b) (i), (ii), (iii), (iv), (v), (vi), (vii), (viii)</p>

Looking back	HNR Regulation
<p>A description of the actions taken by the local government to reduce housing need, since the date the local government last received a housing needs report.</p>	<p>HNR: Section 8 (1) (d); VHNR: Section 8 (1) (d)</p>
<p>A summary of the changes in, and related to, housing need since the date the local government last received a housing needs report.</p>	<p>HNR: Section 8 (1) (e); VHNR: Section 8 (1) (e)</p>

Information Collection to Inform Housing Needs Reports

To provide a richer understanding of local housing needs, local governments must collect and consider a wide range of data (see tables below). While it is not mandatory to include all collected information in the HNR, local governments should determine which data is most relevant for inclusion in the report as lists, tables, graphs, or appendices.

Regional districts must collect this information for each electoral area to which the report applies (except for electoral areas with a population of less than 100). For the Islands Trust, information is required for each local trust area.

All required data, except for the local government data, is provided through the [BC Data Catalogue](#).

The tables below detail each of the datasets for information collection, its source, and the time frame for which it is required. Understanding trends is an important part of data analysis. Consequently, local governments are required to collect information on both current and past years.

For data available from Statistics Canada, data will be required from the previous four census reports. For other information, the required period will be comparable. Local governments may choose to look further back if the information is available.

Population (<i>4 most recent Census reports, except marked*</i>)	Source of Data	HNR Regulation
Total population	StatCan Census	HNR: Section 3 (1) (a) (i); VHNRR: Section 3 (1) (a) (i)
Age - Average and median age	StatCan Census	HNR: Section 3 (1) (a) (ii), (iii); VHNRR: Section 3 (1) (a) (ii), (iii)
Mobility – number of non-movers, non-migrants, migrants	StatCan Census	HNR: Section 3 (1) (a) (x); VHNRR: Section 3 (1) (a) (x)
Number of students enrolled in post-secondary institutions* (if applicable)	Ministry of PSEFS	HNR: Section 3 (1) (c); VHNRR: Section 3 (1) (c)

Households (4 most recent Census reports)	Source of Data	HNR Regulation
Total number of households	StatCan Census	HNRR: Section 3 (1) (v); VHNRR: Section 3 (1) (v)
Average household size	StatCan Census	HNRR: Section 3 (1) (vi); VHNRR: Section 3 (1) (vi)
Breakdown of households by size (1, 2, 3, 4, 5+ people) [# and %]	StatCan Census	HNRR: Section 3 (1) (vii); VHNRR: Section 3 (1) (vii)
Renter and owner households [# and %]	StatCan Census	HNRR: Section 3 (1) (viii); VHNRR: Section 3 (1) (viii)
Renter households in subsidized housing [# and %]	StatCan Census	HNRR: Section 3 (1) (ix); VHNRR: Section 3 (1) (ix)

Household Income (4 most recent Census reports)	Source of Data	HNR Regulation
Average and median household income (if available)	StatCan Census	HNRR: Section 4 (a), (b); VHNRR: Section 4 (a), (b)
Renter household income – Average and median (if available)	StatCan Census	HNRR: Section 4 (f); VHNRR: Section 4 (f)
Owner household income – Average and median (if available)	StatCan Census	HNRR: Section 4 (g); VHNRR: Section 4 (g)

Housing Units	Source of Data	HNR Regulation
Total number of housing units	StatCan Census	HNRR: Section 6 (1) (a); VHNRR: Section 6 (1) (a)
Breakdown by structural type of units [# and %]	StatCan Census	HNRR: Section 6 (1) (b); VHNRR: Section 6 (1) (b)
Breakdown by size - # of units with 0 bedrooms (bachelor); 1 bedroom; 2 bedrooms; 3+ bedrooms	StatCan Census	HNRR: Section 6 (1) (c); VHNRR: Section 6 (1) (c)
Breakdown by date built (pre-1970; 1971-1980; 1981-1990; 1991-2000; 2001-2010; 2011-2020; 2021-onwards) [# and %]	StatCan Census	HNRR: Section 6 (1) (d); VHNRR: Section 6 (1) (d)
Number of housing units that are subsidized housing	BC Housing/BCNPHA	HNRR: Section 6 (1) (e); VHNRR: Section 6 (1) (e)
Rental vacancy rate - overall and for each type of unit (if available)	CMHC	HNRR: Section 6 (1) (i), (j); VHNRR: Section 6 (1) (i), (j)
Number of primary and secondary rental units (if available)	CMHC, Various	HNRR: Section 6 (1) (k) (i), (ii); VHNRR: Section 6 (1) (k) (i), (ii)
Number of short-term rental units (if available)	Various	HNRR: Section 6 (1) (k) (iii); VHNRR: Section 6 (1) (k) (iii)
Number of units in cooperative housing (if applicable)	CHFBC	HNRR: Section 6 (1) (l); VHNRR: Section 6 (1) (l)
Number of Post-secondary housing (number of beds) (if applicable)	Ministry of PSEFS	HNRR: Section 6 (1) (o); VHNRR: Section 6 (1) (o)
Shelter beds and housing units for people experiencing or at risk of homelessness (if applicable)	BC Housing	HNRR: Section 6 (1) (p); VHNRR: Section 6 (1) (p)

Change in housing stock (past 10 years)	Source of Data	HNR Regulations
Demolished - overall and breakdown for each structural type and by tenure (if available)	Local government	HNRR: Section 7 (2) (b) (i) (ii) (iii) (iv); VHNR: Section 7 (2) (b) (i) (ii) (iii) (iv)
Substantially completed - overall and breakdown for each structural type and by tenure (if available)	Local government	HNRR: Section 7 (2) (c) (i) (ii) (iii) (iv); HNRR: 7 (2) (c) (i) (ii) (iii) (iv)
Registered new homes - overall and breakdown for each structural type and for purpose-built rental	BC Housing	HNRR: Section 6 (3) (a), (b), (c); VHNR: Section 6 (3) (a), (b), (c)

Rental Prices (past 10 years)	Source of Data	HNR Regulation
Rental Prices - Average and median monthly rent (if available)	CMHC	HNRR: Section 6 (1) (h); VHNR: Section 6 (1) (h)

Households in Core Housing Need (4 most recent Census reports)	Source of Data	HNR Regulation
Affordability - households spending 30%+ of income on shelter costs (# and % of overall households)	StatCan Census	HNRR: Section 7 1 (a) (i); VHNR: Section 7 1 (a) (i)
Affordability - households spending 30%+ of income on shelter costs (# and % of renter households and owner households)	StatCan Census	HNRR: Section 7 1 (a) (ii); VHNR: Section 7 1 (a) (ii)
Adequacy - households in dwellings requiring major repairs (# and % of overall households)	StatCan Census	HNRR: Section 7 1 (a) (iii); VHNR: Section 7 1 (a) (iii)



Updated June 2024

Adequacy – households in dwellings requiring major repairs (# and % of renter households and owner households)	StatCan Census	HNRR: Section 7 1 (a) (iv); VHNRR: Section 7 1 (a) (iv)
Suitability – households in overcrowded dwellings (# and % of overall households)	StatCan Census	HNRR: Section 7 1 (a) (v); VHNRR: Section 7 1 (a) (v)
Suitability – households in overcrowded dwellings (# and % of renter households and owner households)	StatCan Census	HNRR: Section 7 1 (a) (vi); VHNRR: Section 7 1 (a) (vi)

For more information, please contact ministry staff:

Ministry of Housing

Planning and Land Use Management Branch

Telephone: 250-387-3394

Email: PLUM@gov.bc.ca



The Corporation of the Village of Salmo

Report to Council

Report Date: June 20, 2024
Meeting Date: June 25th, 2024 (#10-24)
From: Fred Paton, Civic Works Foreman
Subject: Civic Works Report for May, 2024

1. **OBJECTIVE**

To update Council on Civic Works operations.

2. **DISCUSSION**

2.1. **Spring Activities**

- (a) The Glendale Well pump and level sensor have now been installed and the well is back up and operational.
- (b) New water fountain/refill station installed at Lions Park.
- (c) Lion's Park Washroom sewer line clog repair has been completed and washroom is again open to the public.
- (d) Ongoing ball field maintenance.
- (e) Weekly mowing and upkeep of all fields and green spaces around town.
- (f) Preparations of Village maintenance for upcoming July 1st festivities.
- (g) Annual dust control completed on necessary roadways.
- (h) Ongoing work with Ready Engineering regarding Glendale Well.
- (i) New hand dryers installed at KP washrooms.
- (j) Completed branch and tree clean-up after storm on June 14th.
- (k) Removal of multiple dangerous trees around the Village.
- (l) Completed multiple water shut offs/ons.
- (m) Ongoing fleet maintenance.

- (n) The following 'Request for Proposals' have been awarded:
 - (i) Request for Quotation – Sidewalk Replacement 2024
 - a. Successful Proponent: Ninco Construction
 - (ii) Request for Quotation – Patch Paving and Repair 2024
 - a. Successful Proponent: Terus Construction
 - (iii) Request for Quotation – Fence Enclosure Wastewater Treatment Plant
 - a. Successful Proponent: First Class Fencing

All work to be completed by September 30, 2024.
- (o) The following 'Request for Proposals' have been put out for public tender opportunity.
 - (i) Request for Quotation – Sewer System Inspection & Condition Assessment
 - (ii) Request for Quotation – Sewer System Cleaning

All requests for proposal close on June 21, 2024.
- (p) Council previously approved finds to engage an engineer to undertake a review of all potential gas source options for the back up generator at Glendale Well. Ready Engineering was awarded the contract for this project and has been preparing the report which will outline the gas source options and costing of each. The report was slightly delayed due to the work that was required on the well. The Engineers have informed the Village that the report is nearing completion and once it is received, it will be provided to council for consideration.

2.2. **Attachments:**

- (a) NIL



Fire Chief's Report: June 01, 2024

Regular Council Meeting #10-24

Since the last report on May 1st, 2024 the Salmo Fire Department responded to 8 calls:

7 Jaws Calls

1 Fire Alarms

DESCRIPTION

Once again our calls came in clusters, with four our calls coming in in 3 days. We responded to three Jaws calls and one commercial fire alarm in those three days

Crews responded to one significant event where a vehicle went off the highway, through a yard and crashed into an empty travel trailer. Crews had to extricate the lone occupant of the vehicle, which was laying on its side, by removing the roof to allow access to the person.

Crews also responded to a report of an injured motorcyclist. Crews responded to an area off the highway to assist BC Ambulance personal in packaging and loading the injured patient.

Misc.

We are still to hear if any progress has been made towards a shelter to house our old #1 fire engine. This engine is a huge part of the Salmo Fire Department, and has played a major role in our fire protection history.

Crews have begun more working and training to prepare for a possible dry summer and the resulting possible wildland fires. Crews are also preparing for the upcoming Shambhala events this summer.

Originally Signed By:

David Hearn, Fire Chief

FILE 7380-20



Bylaw Officer's Report: May 1, 2024, to May 31, 2024

Regular Council Meeting #10-24

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Burning	1	<ul style="list-style-type: none">• One (1) complaint about a resident burning garbage in his wood stove causing an unpleasant odor. The Bylaw Officer attended the residence and informed the resident that they cannot burn garbage. The resident informed him that they haven't been burning garbage. Will follow-up to ensure compliance.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic	1	<ul style="list-style-type: none">• The Bylaw Officer spoke to one (1) person parked in a handicap spot without a permit. The person complied and moved the vehicle.
Garbage	1	<ul style="list-style-type: none">• The Bylaw Officer noted five (5) residences with their garbage torn all over their yards. He knocked on four (4) doors, but no one was home. He knocked on a fifth door and spoke to the resident and they complied and cleaned it up.
Business License	1	<ul style="list-style-type: none">• The Bylaw Officer spoke to one (1) business owner with an overdue Business License. She complied and paid for the license in office.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 20, 2024
Meeting Date: June 25, 2024 (#10-24)
From: Brandy Jessup, Deputy Corporate Officer
Subject: Memorial Wall at Cemetery

1. OBJECTIVE

To provide an update to council regarding the Memorial Wall at the Cemetery.

2. BACKGROUND

In 2019, a Cemetery Working Group (CWG) was formed. Its role was to determine if it was feasible to have a Memorial Wall erected at the cemetery and to explore different ways that area residents could memorialize their loved ones either at the cemetery or in pre-determined locations around town.

The Memorial Wall has since been erected however, memorial plaques are not yet available for purchase and a policy relating to the plaques has not been developed.

The final meeting of the CWG was held on September 28, 2022. The minutes of this meeting indicate that the CWG provided recommendations for plaque size, placement and pricing however it was left to Village staff to develop a policy relating to these items.

In early 2023, the CAO had started work on the development of this policy, however, he shortly left the Village and there has been subsequent turnover of senior staff causing a significant delay in finalizing this policy.

The development of this policy will include:

- Size and material for plaques (eg. uniform size and thickness, bronze, etc)
- Placement (eg. spacing between plaques)
- Pricing and use of funds received (eg. into general fund; reserve fund, etc)
- Other relevant operational details such as development of a budget for maintenance, etc.

Staff expects that a draft policy will be brought forward to council for consideration at the August council meeting.

3. STAFF RECOMMENDATION:

THAT the report on the Memorial Wall at the Cemetery dated June 20, 2024 be received for information.

Respectfully submitted,
Brandy Jessup, Deputy Corporate Officer



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 20, 2024
Meeting Date: June 25, 2024 (#10-24)
From: Brandy Jessup, Deputy Corporate Officer
Subject: BMX Skills Park at KP Park

1. **OBJECTIVE**

To consider whether to decommission the BMX Skill Park at KP Park or undertake maintenance and ongoing upkeep of the park.

2. **BACKGROUND**

In 2016, the BMX Skills Park was created with the intention of the Salmo Valley Trail Society maintaining it. Through the years, there has been minimal maintenance done and the Trail Society has reached out the Village early this year request for the Village to level the dirt piles and use it for our purposes.

In 2022, an inspection by the Village's insurance provider (Municipal Insurance Association of British Columbia) suggested that the hazards present at the site posed a liability for the municipality. As per the report, the lack of maintenance could result in significant bodily injury for users and have rated the risk level as medium. Also noted were concerns on the signage at the skills park and its lack of difficulty rating on the routes. The report notes that an inexperienced rider may use a route that is beyond their abilities thus resulting in significant bodily injury. The risk level is marked as high.

The Trail Society has not expressed interest in maintaining the BMX Skills Park and this has contributed to the risk concerns for users. Council should consider the matter and determine whether a new course of action should be initiated.

Options include:

- Terminate the informal agreement with the Salmo Valley Trail Society to maintain the Skills Park and undertake the responsibility maintenance of the track including installation of appropriate signage
- Remove the Skills Park

If Council would like to keep the BMX Skills Park, there will be costs for the labour, the material needed to bring the routes to a safe level, new signage, etc.. There is currently no budget allocated for this project in 2024; if the work was done in 2024, funds would be required from Accumulated Surplus with additional ongoing funding to be added to the budget for 2025 onwards

If Council were to remove the Skills Park, the area could be used for additional camping areas or remain as open space.

3. **STAFF RECOMMENDATION:**

1. THAT staff be directed to decommission and remove the BMX Skills Park
2. THAT the space created with the removal of the BMX Skills Park be approved for use as additional camping areas.

Respectfully submitted,
Brandy Jessup, Deputy Corporate Officer

Encl.: *Correspondence from the Salmo Valley Trail Society #30*
Excerpt from Risk Assessment Report for the BMX Skills Park

DATE Apr 30/24
NO 30 TO MIC-MANDE/24
FILE NO 0330-24/6130-20
VILLAGE OF SALMO

Brandy Jessup

From: Salmo CAO
Sent: May 1, 2024 9:32 AM
To: Brandy Jessup
Subject: FW: KP park dirt



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



From: daniel leslie <danielharma@gmail.com>
Sent: Tuesday, April 30, 2024 10:22 AM
To: Salmo CAO <cao@salmo.ca>
Subject: KP park dirt

Hello and good morning,

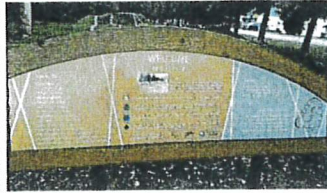
We are very sorry to hear that Ange Qualizza is no longer with the Village of Salmo.

I am continuing my correspondence with the CAO for the Village of Salmo to discuss the dirt piles that are in KP park. I have discussed this already and would like to have the Village of Salmo level the dirt piles and use it for your purposes. If you have any questions please reach out to me.
Thanks so much!

Daniel Leslie
President
Salmo Valley Trail Society
250-551-3057

2.7 RECOMMENDATION	
	<p>Hazard Description Bike park requires maintenance to jump and ramp elements.</p> <p>Cause and Effect Lack of maintenance may result in significant bodily injury for users.</p> <p>Hazard Location KP, bike park</p>
	
RECOMMENDATION REFERENCE ID	2022-07
RECOMMENDATION SUB-TYPE	<input checked="" type="checkbox"/> RISK MGMT GENERAL
RECOMMENDATION	
<p>It is recommended that the volunteer group maintain the bike park on a more regular basis. Ensure the jump has appropriate material (sloughing at top) and that the other elements are suitably maintained for safe use.</p> <p>It is also recommended that there is a written agreement with the volunteer group that outlines the expectations and the roles and responsibilities of all parties to the agreement.</p>	
ADEQUACY OF EXISTING CONTROLS	<input checked="" type="checkbox"/> LOW <input type="checkbox"/> HIGH <input type="checkbox"/> MEDIUM
CONSEQUENCE RATING	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5 <input type="checkbox"/> 2 <input type="checkbox"/> 4
LIKELIHOOD RATING	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5 <input type="checkbox"/> 2 <input type="checkbox"/> 4
RISK SCORE-LEVEL OF RISK	<input type="checkbox"/> 1-3 INSIGNIFICANT <input checked="" type="checkbox"/> 5-10 MEDIUM <input type="checkbox"/> 15-25 EXTREME <input type="checkbox"/> 3-5 LOW <input type="checkbox"/> 10-15 HIGH
RECOMMENDATION STATUS	<input checked="" type="checkbox"/> OPEN NEW <input type="checkbox"/> PENDING <input type="checkbox"/> CLOSED <input type="checkbox"/> REPEAT <input type="checkbox"/> IN PROGRESS

2.8 RECOMMENDATION



Hazard Description
Routes for use within the bike park are not identified with difficulty rating.

Cause and Effect
An inexperienced rider may follow a route that is beyond their skill, causing significant bodily injury.

Hazard Location
KP Park, bike park

RECOMMENDATION REFERENCE ID	2022-08	
RECOMMENDATION SUB-TYPE	<input checked="" type="checkbox"/> SIGNAGE	<input checked="" type="checkbox"/> RISK MGMT GENERAL
RECOMMENDATION	It is recommended that the routes are defined with a difficulty rating at the access point(s) for that route.	
ADEQUACY OF EXISTING CONTROLS	<input checked="" type="checkbox"/> LOW <input type="checkbox"/> HIGH	<input type="checkbox"/> MEDIUM
CONSEQUENCE RATING	<input type="checkbox"/> 1 <input type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input checked="" type="checkbox"/> 4
LIKELIHOOD RATING	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 5	<input type="checkbox"/> 2 <input type="checkbox"/> 4
RISK SCORE-LEVEL OF RISK	<input type="checkbox"/> 1-3 INSIGNIFICANT <input type="checkbox"/> 5-10 MEDIUM <input type="checkbox"/> 15-25 EXTREME	<input type="checkbox"/> 3-5 LOW <input checked="" type="checkbox"/> 10-15 HIGH
RECOMMENDATION STATUS	<input checked="" type="checkbox"/> OPEN NEW <input type="checkbox"/> PENDING <input type="checkbox"/> CLOSED	<input type="checkbox"/> REPEAT <input type="checkbox"/> IN PROGRESS

APPENDIX B



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on June 25, 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: Have you had a fire smart assessment done yet? If not, contact the RDCK at www.rdck.ca/EN/main/service/emergency-management/wildfires/firesmart.html.

Citizen Engagement: World Elder Abuse Day June 14. Ms. Oldershaw supplied approximately 170 burgers. It was a pleasure to be a part of this.

Excitement about Canada Day's and the fireworks planned is the talk of the town.

Salmo & District Arts Council: They will be starting the CBT buy local project soon, advertising out for early August, first gift basket September 15. They are receiving a small gardening grant from the Jane Goodall Institute and will be planting up a beautiful new raised bed asap with plants for creating plant dyes and paints with. They are also participating in the Columbia Basin Cultural Tour August 10-11.

RDCK:

Board: Updating our Code of Conduct policy, using the UBCM Model and adding a few provisions with respect to social media, conflict of interest, receipt of gifts, to name only a few.

We are requesting a Ministry Meeting for Transportation to discuss rural transportation and the disparity between urban and rural. The City of Nelson will take the lead and have the RDCK Chair attend.

Minister meetings:

Ministry of Finance – Request to increase Homeowner Grant for Individuals over 65.

Ministry of Water, Land and Resource Stewardship – Delay in Water Licensing Approvals.

Ministry of Environment and Climate Change – Recycling BC

Ministry of Water, Land and Resource Stewardship – Permit process and role of Ministry in Riparian Areas (Staff Meeting)

And a motion put forward that the BC Government, work with UBCM, to identify and implement measures to protect all elected local government officials from harassment, intimidation, and threats, thereby reinforcing a unified front to safeguard democracy.

Salmo & Area G Recreation Commission: May 13, 2024, did not have quorum. Area G Commissioner Leus has resigned his seat, and we would like to thank him for his time. Director Cunningham will be putting forward Laura Stavast's name for board consideration for our next meeting.

Economic Trust of the Southern Interior – BC (ETSI-BC): RAC is recommending 28 projects totalling \$625,000 to the board at the next meeting on June 21. This is the Spring Core Funding Intake and yes, we were over subscribed although some projects needed more work before being accepted. Next meeting June 14, 2024. The Economic Dependencies Dashboard will be launched June 21, 2024, on the ETSI-BC website. There is so much information on this site, please be sure to check it out. We are calling it EDD!

Central Resource Recovery: Next meeting TBD

Joint Resource Recovery: Next meeting July 17, 2024

West Kootenay Hospital Board: Next meeting June 26, 2024

Nelson, Salmo, E, F, & G Regional Parks: This is your chance to have your say in regional parks. Google RDCK parks survey and you will find it. See attachment.

Kokanee Creek Naure Centre did a presentation and I learnt that the province has closed all interpretive centres in all BC Parks and this program has been running off donations and local taxation for some time. CBT also is not giving any more support, the question in front of us is do we think this centre brings enough people to the area to continue providing taxation to it.

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

Emergency Program Executive Committee:

West Transit: 2024 Service Expansion

- BC Transit received \$162.6 Million to fund the provincial share of transit operations.
- For the first time ever requests for transit service expansion exceeded capacity of the Provincial Operating Grant.
- BC Transit was unable to fulfill all of West Kootenay Transits requests for service expansions
- Expansions scheduled to occur in 2024 include
 - 2 #98 Columbia Connectors to improve connectivity between Trail and Castlegar
 - 2 additional #33's to improve connectivity between the Trail exchange and the KB Regional Hospital
 - 1 additional #99 to improve connectivity between Nelson and Castlegar
 - Extend the 4pm #10 from 6 mile to Balfour

Salmo to Nelson via Ymir, three roundtrips a day twice a week to fill in the route 72 gaps in service.

FCM: The conference saw the most amount of people and I believe it was because Alberta was very present, and BC always is a grand contributor.

I attended the opening ceremony, Shifting to resilient, net zero communities: Leveraging the Green Municipal Fund, The Regional Caucus meeting for BC, Stude-tour Future-ready Municipalities, The Mayor's welcome, Resolutions Plenary, Rural Plenary – Rural resiliency: Innovation and economic

growth, Artificial Intelligence: Data Driven Insights for Municipalities, selection of candidates for board of directors, the AGM the trade fair and the closing plenary.

These days and evening were very full. We started with Calgary having their main water main break at 6am Thursday morning, requesting everyone in the entire city to not shower, etc. and reduce as much as possible in the amount of water they use regularly.

A very interesting topic that was spoken in many different spots was how we are using AI and how it may be effective and how it may not be. For instance, the City of Kelowna are using AI for approving 40% of their building permit approvals which leaves more time for staff to focus on the more complex permits. For this to be successful, your community must have all your building related bylaws up to date and mirror each other so when AI is examining all the information there are not major cliches.

I spoke with the International Association of fire Fighters at the Trade Fair, and they shared with me that the Government of Canada provides an accredited training program free of charge to volunteer fire departments and it is as easy as signing up. Attached to my report is two pages with more information on it.

Other meetings of note:

Mayor's and chair Highway 3 Coalition: We heard from Roger's and their possible solution to Cell coverage through satellite.

We will try for a Ministry meeting to support our top five projects and to reinforce the completion of the projects already started and have stalled.

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:

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 \(ourtrust.org\)](#)

Important dates to know for funding through the ReDi Program:

The ReDi amounts have been passed at the board meeting so applicants will be able to start their projects. Well done Salmo and Area G!

Respectfully submitted,

Mayor/Director Lockwood

Regional Parks, Trails and Water Access Strategy

Share Regional Parks, Trails and Water Access Strategy on Facebook
Share Regional Parks, Trails and Water Access Strategy on Twitter
Share Regional Parks, Trails and Water Access Strategy on LinkedIn
Email Regional Parks, Trails and Water Access Strategy link

Let's Talk About Regional Parks, Trails & Water Access in the RDCK!

[Take the survey\(External link\)](#) or [add comments to the interactive map\(External link\)](#).

Join us in shaping the future of regional parks, trails, and water access in the RDCK. We value input from all residents, whether you are a regular user or not. Your feedback will help guide our efforts to enhance these vital community resources.

Our goal at the RDCK is to provide top-notch nature-based recreation opportunities while supporting the economic, social, and environmental objectives of the region. To achieve this, we are crafting a Regional Parks, Trails, and Water Access Strategy for the next 10 years to help inform planning, decision-making, and management of the Regional Parks and Trails Services.

The strategy will aim to:

- Assess current parks, trails, and water access areas
- Evaluate their effectiveness in meeting community needs
- Identify future opportunities
- Develop a plan for implementation

Share Your Thoughts

Residents can share their thoughts by [filling out a survey\(External link\)](#), placing points and adding comments onto an [interactive map\(External link\)](#), or through direct conversations.

Deadline Extended: Fill out the survey or submit comments through the interactive map by **Wednesday, June 26, 2024 at 4:30 pm PT.**



INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

APPLY TODAY FOR IAFF HAZMAT TRAINING IN YOUR COMMUNITY

ACCREDITED TRAINING PROGRAM FUNDED BY THE GOVERNMENT OF CANADA



- 24 hours of instruction
- Target class size of 25 students
- Open to all first responders in your area, including fire fighters, police, and paramedics
- Classroom and field exercises
- Pro Board accredited
- NFPA 472/1072 compliant
- Customizable for local hazards
- Train-the-Trainer also available

Email canada@iaff.org for more information about how your municipality can receive accredited HazMat training at no cost through the International Association of Fire Fighters and the Government of Canada.

FIRE GROUND SURVIVAL TRAINING

Our mobile Fire Ground Survival trailers are equipped with live training equipment that teaches fire fighters the advanced skills they need to survive when "MAYDAY" is called and a routine emergency has the potential to turn deadly. Contact the IAFF about Fire Ground Survival and ensure your fire fighters have the skills they need to make it home to their families safe after every call.



ABOUT THE IAFF

The International Association of Fire Fighters represents more than 345,000 professional fire fighters and emergency medical responders across North America, including more than 29,000 in Canada. Our members are on the frontlines in close to 200 cities and towns across Canada protecting the lives and property of their fellow citizens and protecting the nation's critical infrastructure. Founded in 1918, the IAFF is the official voice of Canada's most trusted profession.





INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

PROTECT YOUR COMMUNITY WITH THE IAFF'S RESPONDING TO THE INTERFACE TRAINING

FUNDED BY THE GOVERNMENT OF
CANADA

Due to climate change and urban sprawl, wildfires are an increasing threat in "interface," areas across Canada where structures within urban, suburban and rural communities are at risk from fires that originate in the wildland areas they border. Wildfires that reach interface areas have the potential to spread quickly and have devastating impacts.

In order to better protect Canadians from this growing threat, the IAFF and the Government of Canada have partnered to offer the IAFF's Responding to the Interface (RTI) training that prepares fire fighters to safely and effectively defend interface communities from the unique dangers wildland fires pose.

In late 2023 and early 2024, 350 Canadian fire fighters received IAFF RTI training through a successful pilot project funded by the Government of Canada. In April 2024, the Canadian Government extended the pilot project with increased funding to train additional fire fighters across Canada to protect interface communities. This training is available at NO COST to municipal fire departments thanks to the partnership between the IAFF and the Government of Canada.



Kamloops, BC RTI Class of 2023



WHAT IS "RESPONDING TO THE INTERFACE"?

Protecting homes and other structures from wildfire is different than the urban structural firefighting for which municipal fire fighters are trained. It comes with its own unique dangers and it requires specific training to ensure fire fighters have the skills and knowledge they need to successfully protect interface structures from approaching wildfires.

IAFF TRAINING MODEL AND CURRICULUM

IAFF Responding to the Interface training is delivered by seasoned IAFF Master Instructors who travel into a community to train fire fighters from surrounding departments. Our training includes online, classroom, and field components, with train-the-trainer modules available. Emphasizing fire fighter safety, the IAFF RTI curriculum covers all aspects of interface fire response, from initial assessment to specific tactics required to defend homes and other structures from the growing threat of interface fires.

CONTACT INFORMATION

For more information about IAFF RTI training, contact the IAFF Canadian Office at canada@iaff.org or visit us at www.iaff.org.

