



VILLAGE OF SILVERTON

AGENDA

REGULAR MEETING OF COUNCIL TO BE HELD

July 13, 2022

MEMORIAL HALL – 203 LAKE AVE. & ONLINE

7:00 PM

A. CALL TO ORDER

B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND

C. ADDITION OF LATE ITEMS IF ANY

D. ADOPTION OF THE AGENDA

E. ADOPTION OF THE MINUTES

1. Minutes of Regular Council Meeting June 8, 2022
2. Minutes of Special Council Meeting June 22, 2022
3. Minutes of Special Council Meeting June 29, 2022

F. DELEGATIONS AND PETITIONS

G. UNFINISHED BUSINESS/BUSINESS ARISING

H. NEW BUSINESS

1. Land Inventory

Recommendation:

Pursuant to the Committee of the Whole Meeting held June 22, 2022 Silverton Village Council instruct administrative staff to assess and complete a thorough inventory of all vacant and improved municipal property in that Village Council may undertake a review of available lands for potential housing development initiatives.

2. Housing Review

Recommendation:

Pursuant to the Committee of the Whole Meeting held June 22, 2022 Silverton Village Council instruct administrative staff to organize a meeting to facilitate a discussion on current housing trends in Silverton, examples of successful housing initiatives undertaken by a local government and a broad discussion regarding options available to Silverton Village Council.

3. Village Office

Recommendation:

Pursuant to the Committee of the Whole Meeting held June 22, 2022 Silverton Village Council instruct administrative staff to undertake a review of the current structural, functional and operational status of the Village Office. This information is to serve as a discussion paper on assessing consideration of future building renovations of the facility or consideration of alternatives that would serve as a civic facility in the interest of operations that meet the needs of the organization and the community.

4. Liquor License for the Silverton Arts Centre Facility

Recommendation:

Pursuant to the Committee of the Whole Meeting held June 22, 2022 Silverton Village Council instruct administrative staff to investigate the legislative requirements for acquiring a full time liquor license for the facility taking into consideration the on-going nature of events and performances taking place in the facility to which event specific liquor licenses have been obtained.

5. Bylaw No. 534, 2022 a Bylaw to amend Council Procedures Bylaw No. 512, 2019

Recommended:

Be it resolved that Silverton Village Council reconsider and finally adopt Bylaw No. 534, 2022 a Bylaw to amend Council Procedures Bylaw No. 512, 2019.

6. Civic Addressing Bylaw

Recommendation:

Be it resolved that Silverton Village Council instruct administrative staff to draft an amending bylaw to Civic Addressing Bylaw No. 241, 1987 that is consistent with current legislation, addresses current requests for civic address changes and addresses any future civic address changes.

I. CORRESPONDENCE FOR INFORMATION

J. COUNCIL REPORTS

1. Mayor Colin Ferguson

- Recreation Commission No. 6
- Slovan District Chamber of Commerce
- Ktunaxa Kinbasket Treaty Advisory Committee (TAC) Alternate
- CBBC Liaison

2. Councillor Clarence denBok

- Slovan Lake Arts Council Liaison
- Recreation Commission No. 6 Alternate

3. Councillor Leah Main

- RDCK Director for the Village of Silverton
- West Kootenay Boundary Regional Hospital Board
- Rosebery Parklands and Trails Commission
- Winlaw Regional and Nature Park Commission
- Slovan Valley Economic Development Commission
- FCM Board
- CBBC Liaison, Alternate
- Health Committee Alternate – Slovan District Chamber of Commerce
- Ktunaxa Kinbasket Treaty Advisory Committee (TAC)
- Municipal Emergency Management Alternate

4. Councillor Brian Mills

- Municipal Emergency Management

5. Councillor Arlene Yofonoff

- Slovan District Chamber of Commerce Alternate
- Composting Project Liaison (Healthy Community Society of the North S.V.)

K. ADMINISTRATION REPORTS

1. Acting CAO Report
2. Foreman's Report

L. BYLAWS AND POLICY

M. PUBLIC INPUT PERIOD

Terms of reference as per the Procedure Bylaw includes:

- The maximum time allotted is two (2) minutes.
- The Public Input is for items on the Council Agenda only.
- The Public Input Period provides an opportunity for public input only, without expectation of response from Council.

N. IN CAMERA MEETING:

The Regular Meeting recessed at _____pm in order to conduct the Closed Meeting.

The Regular Meeting reconvened at _____pm

O. ITEMS BROUGHT FORWARD FROM IN CAMERA

P. ADJOURNMENT

**MINUTES OF THE *REGULAR COUNCIL MEETING* HELD AT
MEMORIAL HALL & ONLINE, WEDNESDAY JUNE 8, 2022 AT 7:00PM**

E1

PRESENT: Mayor C. Ferguson, Councillors L. Main, A. Yofonoff, C. denBok, B. Mills

ABSENT:

STAFF: D. Garceau Acting Chief Administrative Officer

A. CALL TO ORDER

Mayor Colin Ferguson called the Meeting to Order at 7:04 pm.

**B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS
PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND**

C. ADDITION OF LATE ITEMS IF ANY

D. ADOPTION OF THE AGENDA

054/2022 - Moved, seconded that the Agenda be adopted as presented.

CARRIED

E. ADOPTION OF THE MINUTES

055/2022 – Moved, seconded that the minutes of the Regular Council Meeting held May 11, 2022 be accepted as presented.

056/2022 – Moved, seconded that the minutes of the Special Council Meeting held May 11, 2022 be accepted as presented.

CARRIED

JUNE 8, 2022 MINUTES OF THE REGULAR COUNCIL MEETING

F. DELEGATIONS AND PETITIONS

G. UNFINISHED BUSINESS/BUSINESS ARISING

H. NEW BUSINESS

1. Acting Chief Administrative Officer

056/2022 – Moved, seconded that Silverton Village Council appoint Darrell Garceau as Acting Chief Administrative Officer

CARRIED

2. Signing Authority

057/2022 – Moved and seconded that Silverton Village Council remove Administrative Assistant, Janet Boisvert from the list of authorized signatories at the Kootenay Savings Credit Union for Village of Silverton financial accounts.

CARRIED

3. Silverton Community Club

058/2022 – Moved and seconded that Silverton Village Council provide financial support, in the amount of a grant in aide valued at \$500, to the Silverton Community Club for the July 1st Canada Day celebrations.

CARRIED

JUNE 8, 2022 MINUTES OF THE REGULAR COUNCIL MEETING

I. CORRESPONDENCE FOR INFORMATION

Received for information.

. COUNCIL REPORTS

Received for information.

K. ADMINISTRATION REPORTS

No report at this time

L. BYLAWS AND POLICY

M. PUBLIC INPUT PERIOD

Press requested clarification on dates the previous CAO resigned her position.

JUNE 8, 2022 MINUTES OF THE REGULAR COUNCIL MEETING

N. IN CAMERA MEETING:

The Regular Meeting recessed at pm in order to conduct the Closed Meeting.

The Regular Meeting reconvened at pm.

O. ITEMS BROUGHT FORWARD FROM IN CAMERA

None at this time.

P. ADJOURNMENT

059/2022 – Moved that Council adjourn at 7:30pm.

CERTIFIED CORRECT:

Mayor C. Ferguson

Chief Administrative Officer

**MINUTES OF THE *SPECIAL COUNCIL MEETING* HELD AT
MEMORIAL HALL ON WEDNESDAY JUNE 22, 2022 AT 7:00PM**

E2

PRESENT: Mayor C. Ferguson, Councillors L. Main, A. Yofonoff, C. denBok, B. Mills

ABSENT:

STAFF: D. Garceau, Acting Chief Administrative Officer

A. CALL TO ORDER

Mayor Colin Ferguson Called the Meeting to Order at 7:03 pm.

**B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS
PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND**

C. ADDITION OF LATE ITEMS IF ANY

None at this time.

D. ADOPTION OF THE AGENDA

058/2022 - Moved, seconded that the Agenda be adopted as presented.

CARRIED

JUNE 22, 2022 MINUTES OF THE SPECIAL COUNCIL MEETING

E. ITEMS FOR DISCUSSION

1. Bylaw No. 532, 2022 Bylaw to Authorize Alternate means of Publishing Public Notices.

059/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 532, 2022 First Reading.

CARRIED

060/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 532, 2022 Second Reading.

CARRIED

061/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 532, 2022 Third Reading.

CARRIED

2. Bylaw No. 533, 2022 Bylaw to Establish Procedures for Elections and other Voting.

062/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 533, 2022 First Reading.

CARRIED

063/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 533, 2022 Second Reading.

CARRIED

064/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 533, 2022 Third Reading.

CARRIED

JUNE 22, 2022 MINUTES OF THE SPECIAL COUNCIL MEETING

3. Policy A-6 2022 Public Notice Policy

065/2022 – Moved and seconded that Silverton Village Council adopt Policy A-6, Public Notice Policy

CARRIED

4. Bylaw No. 531, 2022 Bylaw to Amend the Council Procedures Bylaw No. 512, 2019.

066/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 531, 2022 First Reading.

CARRIED

067/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 531, 2022 Second Reading.

CARRIED

068/2022 Moved and seconded that Village of Silverton Council give Bylaw No. 531, 2022 Third Reading.

CARRIED

5. **Signing Authority**

069/2022 Moved and seconded that Village of Silverton Council removed Hillary Elliott from the list of authorized signatories at the Kootenay Savings Credit Union for Village of Silverton financial accounts and further that the authorized signatories at the Kootenay Savings Credit Union for Village of Silverton financial accounts are
Mayor Colin Ferguson
Councillor Leah Main
Councillor Arlene Yofonoff
Councillor Clarence denBok
Councillor Brian Mills
Chief Financial Officer Chris Jury

CARRIED

JUNE 22, 2022 MINUTES OF THE SPECIAL COUNCIL MEETING

6. Letter, Valhalla Fine Arts and Slocan Lakes Art Council

070/2022 – Moved and seconded that Silverton Village Council grant permission to the Valhalla Fine Arts and Slocan lakes Art Council to host the 2022 Winter Blues Concert on the lawn of the Slocan Lake Fine Arts Centre and further that staff be instructed to author a letter of support and permission regarding a liquor license to be obtained by the organizer for the event.

CARRIED

F. ADJOURNMENT

071/2022 – Moved that Council adjourn at 7:30pm.

CERTIFIED CORRECT:

Mayor C. Ferguson

Acting Chief Administrative Officer

MINUTES OF THE *SPECIAL COUNCIL MEETING* HELD AT
MEMORIAL HALL ON WEDNESDAY JUNE 29, 2022 AT 7:00PM

E3

PRESENT: Mayor C. Ferguson, Councillors L. Main, A. Yofonoff, C. denBok, B. Mills

ABSENT:

STAFF: J. Boisvert, Administrative Assistant

A. CALL TO ORDER

Mayor Colin Ferguson Called the Meeting to Order at 7:00 pm.

**B. THE VILLAGE OF SILVERTON ACKNOWLEDGES THE INDIGENOUS
PEOPLES ON WHOSE TRADITIONAL TERRITORIES WE STAND**

C. ADDITION OF LATE ITEMS IF ANY

None at this time.

D. ADOPTION OF THE AGENDA

072/2022 - Moved, seconded that the Agenda be adopted as presented.

CARRIED

JUNE 29, 2022 MINUTES OF THE SPECIAL COUNCIL MEETING

E. ITEMS FOR DISCUSSION

1. Bylaw No. 532, 2022 Bylaw to Authorize Alternate means of Publishing Public Notices.

073/2022 – Moved and seconded that Village of Silverton Council reconsider and finally adopt Bylaw No. 532, 2022.

CARRIED

2. Bylaw No. 533, 2022 Bylaw to Establish Procedures for Elections and other Voting.

074/2022 – Moved and seconded that Village of Silverton Council reconsider and finally adopt Bylaw No. 533, 2022.

CARRIED

3. Bylaw No. 531, 2022 Bylaw to Amend the Council Procedures Bylaw No. 512, 2019.

075/2022 – Moved and seconded that Village of Silverton Council reconsider and finally adopt Bylaw No. 531, 2022.

CARRIED

4. Chief Election Officer

076/2022 Moved and seconded that Village of Silverton Council appoint Ms. Catherine Allaway as Chief Election Officer for the Village of Silverton for the purpose of the 2022 General Municipal Election.

CARRIED

JUNE 29, 2022 MINUTES OF THE SPECIAL COUNCIL MEETING

5. Deputy Chief Election Officer

077/2022 – Moved and seconded that Silverton Village Council appoint Ms. Janet Boisvert as Deputy Chief Election Officer for the Village of Silverton for the purpose of the 2022 General Municipal Election.

CARRIED

6. Council Committee Appointment

Be it resolved that Mayor Ferguson appoint Councillor Brian Mills to be Silverton Village Councils representative on the Municipal Emergency Management Committee.

CARRIED

7. Bylaw No. 534, 2022 a Bylaw to Amend Council Procedures Bylaw No. 512, 2019

078/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 534, 2022 First Reading.

CARRIED

079/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 534, 2022 Second Reading.

CARRIED

080/2022 – Moved and seconded that Village of Silverton Council give Bylaw No. 534, 2022 Third Reading.

CARRIED

JUNE 29, 2022 MINUTES OF THE SPECIAL COUNCIL MEETING

F. ADJOURNMENT

0081/2022 – Moved that Council adjourn at 8:00pm.

CERTIFIED CORRECT:

Mayor C. Ferguson

Acting Chief Administrative Officer

A BYLAW TO AMEND THE COUNCIL PROCEDURES BYLAW 512, 2019

WHEREAS the Council of the Village of Silverton has adopted the Council Procedure Bylaw No. 512, 2019

AND WHEREAS the Council of the Village of Silverton deems it necessary and expedient to amend the Council Procedure Bylaw No. 512, 2019

NOW THEREFORE the Council of the Village of Silverton in open meeting assembled, **ENACTS AS FOLLOWS:**

CITATION

1. This Bylaw may be cited for all purposes as the Council Procedure Amendment (Order of Business at Regular Council Meetings) Bylaw No. 531, 2022.

AMENDMENTS

2. Part 15 (1) (M)

Section 1 is amended by changing the maximum time allotted for each speaker appearing before Council during the Public Input Period to read as follows:

The maximum time allotted for each speaker appearing before Council during the Public Input Period is three (3) minutes.

Read a first time this 29th day of June , 2022

Read a second time this 29th day of June, 2022

Read a third time this 29th day of June, 2022

Reconsidered and **adopted** this day of , 2022

**THE CORPORATION OF THE VILLAGE OF SILVERTON
BYLAW NO. 534, 2022**

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Council Procedure Amendment (Order of Business at Regular Council Meetings) Bylaw No. 534, 2022"

CORPORATE OFFICER

Administrative Report: Darrell Garceau, Acting CAO

Village of Silverton Council

Regular Meeting, July 13, 2022

This administrative report covers the period June 1, 2022 to July 6, 2022 as to the activities, functions and meetings I have attended in my capacity as Acting Chief Administrative Officer for the Village of Silverton.

Financial Operations:

The 2022 Property Tax Notices were prepared and mailed out June 2, 2022, the due date is July 4, 2022 and we anticipate with tax notices and utility notices our accounts receivable processes will be steady leading up to the due date.

Work has been completed on updating our financial data systems in terms of the 2022 budget and capital programs. The municipality is in good financial shape, our accounts receivable are manageable. We will not be having a Property Tax Sale under the prevailing legislation this year.

Functions:**Capital Projects:**

We are waiting for the feasibility and pre-engineering report from WSA Engineering for the water line crossing and water main line replacement. Village Council has made provision in the 2022 budget for these costs, once the report and budget estimates have been received, we can then present to Council and develop a plan to fund the projects.

Campground Attendant Living Quarters:

Work is progressing on the construction of the facility, I have been told it will take another 2 months to complete. Our Public Works Foreman has more insight into the progress and that will be covered off in his meeting report.

Bylaw Updates:

A number of Bylaws have been created or amended to address changes in Provincial legislation for Elections, Election Notices, Electronic Meetings. There are a number of Bylaws that require to be revisited to ensure they are compliant with current legislation and the needs of the community.

The Official Community Plan requires a rewrite and modernization and to have the Zoning Bylaw reflect the objectives and principles of the OCP. The upcoming General Election it appears has set aside most

qualified professionals and planning institutions taking on a contract due to the election, it does make sense. However, plans need to be made now to ensure the work can get underway in January and allow for a 6 month project completion time. I have reached out to a local professional planner to provide us with a project quote. This information will be shared with Council sometime in August.

There are a number of operational projects that are underway or have been completed by our Public Works staff. Details of this work will be articulated by your Public Works Foreman, who is in a better position than I to share this information with you.

Thank you for the opportunity to report on my activities undertaken in the capacity as your Acting Chief Administrative Officer.

Darrell Garceau, Acting CAO

VILLAGE OF SILVERTON
PUBLIC WORKS MONTHLY Report

Operations:

Attended regular meetings with the CAO for efficient and effective operations management.

Road and Street

_Monitoring water runoff from winter snow melt

Parks and Recreation

- Cut grass, weed eat, plant trees
- Clean up at Day Park and Campground

Utilities

- Working on water up grade for main line to water reservoirs and creek crossing
- Seeing no change in the Aquafer levels at well heads with the rise in creek level and lake level

Projects:

- Fire smart garden
- Campground office building
- Sand shed
- Storage racks for canoes and kayaks
- Coopers beach raft