



## The Corporation of the Village of Salmo

### REGULAR MEETING (#07-24) 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, May 14, 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 draft agenda of Regular Meeting #07-24 of Tuesday, May 14, 2024 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section and a Public Question period.

3. Delegations - NIL

4. New Business

5. Adoption of the Minutes

(1) **STAFF RECOMMENDATION:**

Pg.5

That the draft minutes of Regular Council meeting #06-24 of Tuesday, April 23, 2024 be adopted as presented.

(2) **STAFF RECOMMENDATION:**

Pg.9

That the draft minutes of Special Council meeting of Monday, April 29, 2024 be adopted as presented.

(3) **STAFF RECOMMENDATION:**

Pg.11

That the draft minutes of Special Council meeting of Monday, May 6, 2024 be adopted as presented.

6. Referrals from Delegations - NIL

7. Referrals from Prior Meetings - NIL

8. Policy Development & Review - NIL

9. Bylaw Development & Review

(1) **Zoning Bylaw Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 754, 2024**

Pg.13

**STAFF RECOMMENDATION:**

That the “Zoning Bylaw Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 754, 2024”, be given first reading.

That the “Zoning Bylaw Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 754, 2024”, be given second and third reading.

**(2) Fireworks Bylaw #515, 2003**

**RECOMMENDATION:**

That Council give express permission to the Fire Department to set off fireworks within the Village limits on July 1, 2024 for the Canada Day Celebration.

**(3) Traffic Bylaw #660, 2014**

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**RECOMMENDATION:**

That Council approve:

(a) road closures within the Village limits on July 1, 2024 for the Canada Day parade; and

(b) staff applying for any necessary permits for the road closure.

**(4) Business License Bylaw No. 645, 2013**

Pg.23

**RECOMMENDATION:**

That Council affirms that mobile food vendors fit under the category of “Special Events” of the *Business License Bylaw No. 645, 2013* when proposing to operate at short term events such as operating in KP Park for Canada Day celebrations, and FURTHER that staff be authorized to execute agreements for such when an application is received.

**10. Accounts Payable**

**STAFF RECOMMENDATION:**

Pg.25

That Council receive for information the list of accounts payable cheques and electronic fund transfers from April 19, 2024 to May 9, 2024 totaling \$46,994.43.

**11. Correspondence Requiring a Council Decision**

**(1) Lisa Berk Re: Reconciliation Project at “Old Growth” - #28**

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**STAFF RECOMMENDATION:**

That Council approve the request by Lisa Berk for the elementary and high school students to place poems on laminated QR codes in old growth for their reconciliation project.

**12. Correspondence for Information Only**

**STAFF RECOMMENDATION:**

That Council receive for information the following correspondence from:

**(1) Shambhala Re Village of Salmo Potable Water in Emergency Response Plan - #29**

Pg.29

(Note: this has been supported previously and unless otherwise directed, a letter of approval will be issued.)

(2) **District of Logan Lake Re: Support for Bill-34 - #31** Pg.31

(3) **Kootenay Emergency Response Physicians Association (KERPA) Re: Annual Report - #32** Pg.33

13. **Member Reports & Inquiries** Pg.51

(1) **Councillor Cox**

(2) **Councillor Heatlie**

(3) **Councillor Lins**

(4) **Councillor Neil**

(5) **Mayor Lockwood**

**STAFF RECOMMENDATION:**

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 Sections 90(1)(c)(i) of the *Community Charter*.

16. **In Camera Items**

(1) **Minutes**

(2) **Labour**

(3) **Legal**

17. **Reconvene Open Meeting**

18. **Adjournment**

*The next regularly scheduled Council meeting will be on May 28, 2024 at 7:00 p.m.*







# The Corporation of the Village of Salmo

**DRAFT**

## 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, April 23, 2024 at 7:00 p.m.

### **PRESENT:**

#### In Person:

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

Deputy CO Brandy Jessup  
Members of Public - 3

#### Electronically:

Interim CAO Linda Tynan  
Members of the Public - 0

### **REGRETS:**

Councillor Jonathon Heatlie.

### **CALL TO ORDER:**

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

### **SALMO VALLEY VOLUNTEER LONG SERVICE AWARD:**

Andrew Raney was presented with the Salmo Valley Volunteer Long Service Award.

### **AGENDA:**

R1-06-24

Moved and seconded, that the draft agenda of Regular Meeting #06-24 of Tuesday, April 23, 2024 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include a New Business section, a Bylaw Development & Review section, a Public Question Period, and an *In Camera* section.

Carried.

### **DELEGATIONS:**

Neila Morrison Re:  
Proposed Amendment  
to the Salmo Cemetery  
Bylaw - #24

Neila Morrison spoke to Council regarding a proposed amendment to the Salmo Cemetery Bylaw to allow for individuals to choose to not have their casket be encased in a liner.

### **NEW BUSINESS:**

NIL

### **BYLAW DEVELOPMENT & REVIEW:**

R2-06-24  
Zoning Bylaw  
Amendment

Moved and seconded, that Council receive for information the report prepared by Dehnel Consulting regarding proposed amendments to the existing zoning bylaw.

Carried.

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

R3-06-24  
Regular Meeting  
April 9, 2024

Moved and seconded, that the draft minutes of the Regular Council meeting #05-24 of Tuesday, April 9, 2024 be adopted as presented.

Carried.

**REFERRALS FROM DELEGATIONS: NIL**

**REFERRALS FROM PRIOR MEETINGS: NIL**

**OPERATIONAL REPORTS:**

R4-06-24	Moved and seconded, that Council direct staff to review fields at parks	
Motion	for safety.	Carried.

R5-06-24	Moved and seconded, that Council receive for information the written	
Civic Works	report as presented by Civic Works Foreman Fred Paton dated March	
	April 19, 2024. (see <i>Appendix A</i> ).	Carried.

R6-06-24	Moved and seconded, that Council receive for information the written	
Fire Department	report dated April 1, 2024 provided by Fire Chief David Hearn for the	
	period of March 2024. (see <i>Appendix A</i> ).	Carried.

R7-06-24	Moved and seconded, that Council receive for information the written	
Bylaw Enforcement	report on bylaw enforcement for the period of March 2024. (see	
	<i>Appendix A</i> ).	Carried.

Administration	NIL	
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Strategic Plan	NIL	
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**FINANCIAL REPORTS:**

R8-06-24	Moved and seconded, that Council receive for information the list of	
Accounts Payable	accounts payable cheques and electronic fund transfers from April 5,	
	2024 to April 18, 2024 totaling \$59,095.48.	Carried.

R9-06-24	Moved and seconded, that Council receive for information the	
Treasurer's Report	Treasurer's report for March 2024.	Carried.

**CORRESPONDENCE REQUIRING A DECISION: NIL**

**CORRESPONDENCE FOR INFORMATION ONLY:**

R10-06-24	Moved and seconded, that Council receive for information the	
	following correspondence from:	

- (1) Ministry of Housing Re: New Legislation Bill 16 - #22
- (2) University Canada West Re: Free Short Courses for Local Council and Their Staff Across B.C - #25

- (3) Andy Thomsen Re: Opinion on Obstruction to Realizing Reconciliation - #26
- (4) Ombudsperson British Columbia Re: Quarterly Report October 1 - December 31, 2023 - #27

Carried.

**MEMBER REPORTS & INQUIRIES:**

Councillor Cox	Councillor Cox reported on her attendance to the AKBLG conference in Radium noting that it was well done.
Councillor Lins	Councillor Lins reported on her attendance to the AKBLG conference in Radium noting that it was very interesting, and she had lots of good conversations.
Councillor Neil	See <i>Appendix B</i> .
Mayor Lockwood	See <i>Appendix B</i> . Mayor Lockwood also noted that Council needs to start talking about Canada Day mentioning that the firework apparatus needs to be fixed.
R11-06-24 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:**

A question regarding whether laneway houses are allowed within the municipality arose. It was noted that our zoning doesn't currently allow this but it is something that is being looked into. The same individual also asked about public hearings and when they would have been allowed and why they aren't now. It was noted that there will still be public hearings on certain matters but not when it deals with housing issues.

A resident noted that the Chamber used to work on the parks so perhaps they should be contacted in regards to fixing them.

**IN CAMERA RESOLUTION:**

R12-06-24	Moved and seconded, that the meeting be closed to the public under Sections 90(1)(c)(i) of the <i>Community Charter</i> .  Carried.
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**RECONVENE OPEN MEETING:** Council reconvened the meeting.

<b>ADJOURNMENT:</b> R13-06-24	Moved and seconded, that the meeting be adjourned.  Carried.
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I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, April 23, 2024.

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Mayor

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Deputy Corporate Officer



## SPECIAL MEETING MINUTES

Minutes of the Special Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on Monday, April 29, 2024 at 4:30 p.m.

**PRESENT:**

In Person:

Mayor Diana Lockwood  
Councillor Jennifer Lins  
Councillor Kenzie Neil  
Interim CAO Linda Tynan

Finance Officer Nathan Russ

Members of Public - 0

Electronically

Members of Public - 0

**REGRETS:**

Councillor Melanie Cox and Councillor Jonathon Heatlie.

**CALL TO ORDER:**

Mayor Lockwood called the meeting to order at 4:30 p.m.

**AGENDA:**

R1-0429-24

Moved and seconded, that the draft agenda of Special Meeting of Monday, April 29, 2024 be adopted as presented.

Carried.

**BYLAW REVIEW & DEVELOPMENT:**

R2-0429-24

Financial Plan (2024-2028) Bylaw #755, 2024  
– First Reading

Moved and seconded, that the “*Financial Plan (2024-2028) Bylaw #755, 2024*” be given first reading.

Carried.

R3-0429-24

Financial Plan (2024-2028) Bylaw #755, 2024  
– Second & Third Reading

Moved and seconded, that the “*Financial Plan (2024-2028) Bylaw #755, 2024*” be given second & third reading.

Carried.

R4-0429-24

Annual Tax Rate Bylaw #756, 2024 – First Reading

Moved and seconded, that the “*Annual Tax Rate Bylaw #756, 2024*” be given first reading.

Carried.

R5-0429-24

Annual Tax Rate Bylaw #756, 2024 – Second & Third Reading

Moved and seconded, that the “*Annual Tax Rate Bylaw #756, 2024*” be given second & third reading.

Carried.

**PUBLIC QUESTION PERIOD:** Nil

**ADJOURNMENT:** Moved and seconded, that the meeting be adjourned. Carried.  
R6-0429-24

I hereby certify the preceding to be a true and correct account of the Special Meeting of Council held on Monday, April 29, 2024.

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Mayor

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Interim Chief Administrative Officer





**SPECIAL MEETING MINUTES**

Minutes of the Special Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on Monday, May 6, 2024 at 6:00 p.m.

**PRESENT:**

In Person:

Mayor Diana Lockwood  
Councillor Melanie Cox  
Councillor Jennifer Lins

Interim CAO Linda Tynan  
Auditor Maria Chanton  
Finance Officer Nathan Russ  
Members of Public - 0

Electronically

Members of Public - 0

**REGRETS:**

Councillor Jonathon Heatlie and Kenzie Neil.

**CALL TO ORDER:**

Mayor Lockwood called the meeting to order at 6:04 p.m.

**AGENDA:**

R1-0506-24

Moved and seconded, that the draft agenda of Special Meeting of Monday, May 6, 2024 be adopted as presented.

Carried.

**2023 AUDITED FINANCIAL STATEMENTS:**

R2-0506-24

Moved and seconded, that Council accept the 2023 Financial Statements as presented.

Carried.

R3-0506-24

Moved and seconded, that Council accept the independent Auditor Report prepared by Childs Chanton Chartered Professional Accountants as presented.

Carried.

**BYLAW DEVELOPMENT & REVIEW:**

R4-0506-24

Financial Plan (2024-2028) Bylaw #755, 2024  
– Adoption

Moved and seconded, that the “*Financial Plan (2024-2028) Bylaw #755, 2024*”, having had three readings, be reconsidered and adopted.

Carried.

R5-0506-24

Annual Tax Rate Bylaw #756, 2024 – Adoption

Moved and seconded, that the “*Annual Tax Rate Bylaw #756, 2024*”, having had three readings, be reconsidered and adopted.

Carried.

**ADMINISTRATION:**

R6-0506-24

Wastewater Treatment Plan Actuator

Moved and seconded, that Council approve the purchase of a new actuator at a cost of \$16,255.25 + taxes to replace the current

malfunctioning one and further, that the expense be funded from the Growing Communities Fund.

Carried.

**PUBLIC QUESTION PERIOD:** NIL

**ADJOURNMENT:** Moved and seconded, that the meeting be adjourned.  
R7-0506-24

Carried.

I hereby certify the preceding to be a true and correct account of the Special Meeting of Council held on Monday, May 6, 2024.

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Mayor

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Interim Chief Administrative Officer



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**To:** Village of Salmo  
**From:** Planner  
**Date:** April 17, 2024  
**Re:** Request for Decision – SSMHU Zoning Bylaw Amendment

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This memo reviews the Salmo Zoning Bylaw and discusses Provincial Housing Statutes Amendments and Bill 44 requirements.

## Summary

Bill 44, adopted by the Provincial legislature in December 2023, requires all municipalities to update their zoning to allow for a minimum of 1 secondary suite and/or accessory dwelling units allowed on lots in single-detached residential zones (one must be allowed: both could be permitted on a single lot). This is to increase minimum densities for the purpose of creating new “small-scale multi-unit housing”.

Council is requested to introduce, provide second and third readings and notice of a Zoning Amendment Bylaw. Under Bill 44, public hearings for housing-focused rezonings are prohibited if the bylaw is consistent with the OCP.

## Background

The Province is requiring all municipalities under 5,000 residents to allow a minimum of 1 secondary suite and/or accessory dwelling units on lots in single-detached residential zones (one must be allowed: both could be permitted on a single lot). The Village must adopt this allowance in the zoning bylaw prior June 30<sup>th</sup>, 2024.

The Province’s intent is to increase housing supply (see [Provincial Policy Manual & Site Standards](#)). Village staff have carefully analyzed the legislation and accompanying policy documents and attended the specialized webinars organized by the Provincial ministry in order to understand how the legislation applies to the Village of Salmo.

Source: Provincial Policy Manual & Site Standards:

*A minimum of 1 secondary suite and/or 1 detached accessory dwelling unit (ADU) must be permitted in Restricted Zones in all municipalities and regional district electoral areas. Local governments may choose to do any of the following for single-family residential lots to which the higher density requirements for a minimum of 3-6 units do not apply:*

- *permit only one secondary suite,*
- *permit only one ADU,*
- *allow landowners to choose either a secondary suite or an ADU, or*
- *permit the construction of both a secondary suite and an ADU.*

*In setting their requirements, local governments should ensure the requirements of other provincial legislation and regulations are met (e.g., the Drinking Water Protection Act and the Sewerage System Regulation). In addition, only secondary suites (not ADUs) should be permitted on properties less than one hectare in size that are not serviced by sewer systems operated by a local government.*

## Legislation Timeline and Bylaw Review

The Village’s current Zoning Bylaw No. 489, 2001 has been thoroughly reviewed to insure all zones meet the requirements of Bill 44. It is understood that Salmo has a draft zoning bylaw in progress. Due to the introduction of the Provincial Housing Statutes Amendments Act and its implication to planning timelines, it is

suggested that adoption of a new Salmo zoning bylaw be postponed to late 2025 in conjunction with a new OCP and after other planning tasks and requirements have been fulfilled.

Provincial Housing Statutes Amendments Act - item	Timing	Description	Salmo Status
Public Hearing Prohibition (Bill 44)	ongoing	Public hearings for housing-focused rezonings are prohibited if the rezoning bylaw is consistent with OCP.	Reference noted in Salmo Development Applications Procedures Bylaw.
Short Term Rental Business License Updates (Bill 35)	Timing and item not generally applicable to Salmo	STRs will be limited to the host's principal residence, including one secondary suite or accessory dwelling unit within the principal residence.	Propose to reference in zoning bylaw amendment to ensure STRs (known as Bed and Breakfast in Salmo) operate with business license. (for health and safety or occupants)
Secondary Suites and Accessory Dwelling Units Zoning Bylaw Updates (Bill 44)	June 30, 2024	Minimum of 1 secondary suite and/or accessory dwelling units on lots in single-detached residential zones (one must be allowed: both could be permitted on a single lot).	Zoning Bylaw 489 has been reviewed. Proposed amending bylaw attached.
Development Cost Charges, Development Cost Levies & Amenity Cost Charge Bylaws (Bill 46)	2024 - ongoing	Provides finance tool to collect funds for amenities from development. Must pass a bylaw implementing the charges.	For review in late 2024
Housing Needs Report (HNR)	January 1, 2025	20-year housing need estimates and a standardized methodology. Updates every 5 years.	Consider working with RDCK on a regional approach.
OCP Updates & Zoning Bylaw Update	December 31, 2025	Must include 20-year growth projection. Updates every 5 years.	For 2025 Workplan. After an OCP update, the overhaul of the Zoning Bylaw could occur.

### Salmo Bylaw Review

The Provincial legislation only requires changes to single-family and duplex zones. Manufactured home (mobile home) and medium-density zones do not need to be upzoned. Currently, Salmo does permit secondary suites in the R-1 Single and Two Family Residential zone and thus is compliant with the legislation.

For consistency of the bylaw and the zones that permit single family residential some housekeeping items, permitted use in the residential zones, and definition updates are suggested. The Village OCP does make reference to allowing infill housing, termed by the province as accessory dwelling units (i.e., coach houses or suites above garages).

### Provincial Definitions:

- **Secondary Suite:** A secondary suite is a complete living unit with its own kitchen, sleeping area, and washroom facilities contained within another dwelling. The two dwelling units (the primary residence and the secondary suite) and any common spaces make up a single real estate entity that cannot be stratified or otherwise legally separated from the other.
- **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.
- **Short Term Rental (STR)** Short-term rentals are accommodations provided to members of the public in a host's property, in exchange for money, for a period of less than 90 consecutive days. They are generally tourist accommodations that are often found in residential or resort areas. They may be advertised via online platforms such as Airbnb, VRBO, Expedia and FlipKey, and may also be advertised on other web forums including Facebook Marketplace, or found in classified ads in newspapers. Short-term rentals do not include accommodation that was intended to be provided for 90 days or longer, but which unexpectedly ends before 90 days have passed.

### Analysis

In general, the Village of Salmo Zoning Bylaw no. 489 is in compliance with the new legislation as secondary suites are permitted in the R1 zone. In bylaw review, some amendments could be undertaken at this time as "housekeeping" and for clarification and to allow secondary suites in all zones that permit single family homes.

### Zoning Bylaw General

Zoning Bylaw 489 was reviewed concerning Village of Salmo's compliance to the legislation. The following items are noted:

Section 1.1 Definitions provides the definition of Secondary Suite.

**Secondary Suite** means a dwelling unit which is accessory to a one-family dwelling unit and is contained within the same house as the one-family dwelling.

Section 3.11 with General Requirements provides guidance to Bed and Breakfast Accommodation and meets the intent of provincial short-term rental accommodation. Thus, STR is permitted (under Bed and Breakfast provisions) in the Village of Salmo. Requirement of a business license (to ensure the health and safety of guests) for all Bed and Breakfast Accommodation operators should be enforced.

### Residential Zones:

4.4 Single and Two Family Residential (R-1): complies with legislation as permitted uses include bed and breakfast accommodations and secondary suites in single family dwellings. Although, ADU could be added to the zone, it is not a requirement of the legislation since a suite is permitted. The addition of ADUs in the Village requires thorough discussion in terms of height (Salmo permits 4.5 m for accessory buildings, legislation suggests 8.0 m), lane access, privacy, water and sewer servicing. This may be more conducive to the discussion as part of the OCP update.

4.5 Estate Residential (R-2): permitted uses include single family dwellings; and bed and breakfast accommodation. Propose adding secondary suite as an alternate housing options to the zone and provide consistency with all single family dwellings in the Village.

4.6 Mobile Home Park (R-3): zone is exempt for requiring secondary suites under legislation. No changes to the zone proposed.



4.7 Multi-Family Residential (RM-1): permitted uses include single family dwellings; and bed and breakfast accommodation. Propose adding secondary suite as an alternate housing option to the zone and for consistency of single family dwellings in the Village.

4.8 Rural (RR-1): permitted uses include single family dwellings; and bed and breakfast accommodation. Propose adding secondary suite as an alternate housing options to the zone.

#### **Other Zones**

4.9 Neighbourhood Commercial (C-1): no changes required to comply with legislation.

4.10 Service Commercial (C-2) permitted uses include uses permitted in the multi-family residential (RM-1) zone. Thus, by referencing back to the RM-1 zone secondary suites and bed and breakfast accommodation will be permitted by default.

4.11 Village Centre (C-3) permitted uses include uses permitted in the multi-family residential (RM-1) zone. Thus, by referencing back to the RM-1 zone secondary suites and bed and breakfast accommodation will be permitted by default.

4.12 General Industrial (M-1): no changes required to comply with legislation.

4.13 Park, Open Space and Institutional (P-1): no changes required to comply with legislation.

#### **Official Community Plan:**

No OCP amendment is proposed because the legislation states that zoning bylaw updates required to align with the new legislation are explicitly excluded from the requirement to be consistent with the OCP. This exemption remains in effect until December 31, 2025. In Salmo, the proposed amendments to the Zoning bylaw are consistent with the OCP in allowing in-fill housing. The Village will prepare for a new OCP in 2025.

### **Legislative Impacts, Precedents, Policies:**

The Province requires municipalities to amend zoning to comply with Bill 44 by June 30, 2024. In general, the Salmo Village Zoning bylaw is already in compliance. If a Council does not confirm its Zoning Bylaw compliance by that date, the Local Government could be subject to a ministerial order that overrides its zoning bylaw to permit the required minimum density of use.

The legislation requires that local governments consider Site Standards Packages in the [Provincial Policy Manual & Site Standards](#). In Salmo, Site Standards Package A is applicable and the following items will require further consideration:

- Setbacks: Salmo's zoning already meets the recommended policy standards.
- Lot coverage: the Province is recommending allowing 25 to 40% lot coverage. The current lot coverage maximum varies from 33 to 60%, depending on zone. In the 2025 zoning bylaw review, this matter should receive further study.
- Building height: the Province recommends a maximum building height of 11 metres, as measured to mid-point of a pitched roof or highest point on a flat roof on principal buildings and at least 8 metres for accessory dwelling units. In Salmo, the maximum principal building height in R-1 is 10 m and accessory building is 4.5 m. The existing bylaw achieves the objective for Principal buildings but at this time, it is considered premature to increase accessory building height without conducting a full review during the OCP update process.
- Off-street Parking Requirements: The legislation recommends one space per dwelling unit. In Salmo, parking requirements are no less than two off-street parking spaces per dwelling unit. This current requirement supports Village snow removal operations and allows for all cars to be parked on private property. It does not however work to overall goals of promoting non-car oriented forms of transportation. It is suggested parking standards be reviewed in the 2025 OCP and following zoning bylaw process.
- Lot size: There is no size limit for the lots to which the requirement for a secondary suite and/or accessory dwelling unit applies. (To mitigate risks related to groundwater

contamination, only secondary suites, not accessory dwelling units, should be permitted on properties less than one hectare in size that are not serviced by sewer systems operated by a local government). Lands in the Agricultural Land Reserve that are zoned for single-family use must also permit secondary suites and/or an accessory dwelling unit, subject to the 2021 changes to the Agricultural Land Commission Act and Agricultural Land Reserve Use Regulation. In Salmo, minimum lot size is 464 m<sup>2</sup> for single family dwellings with a secondary suite in the R-1 and RM-1 zones. Further analysis to amend lot size standards should be reviewed in the OCP/Zoning bylaw review in 2025.

### **Discussion on possible amendments to Zoning Bylaw 489**

#### **New definitions:**

Accessory Dwelling Unit (ADU) means 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.

Short Term Rental (STR) means accommodations provided to members of the public in a host's property, in exchange for money, for a period of less than 90 consecutive days and may also be referred to as bed and breakfast.

#### **Amend the Bed and Breakfast regulations (section 3.11) to require a business license**

(f) That Bed and Breakfast accommodation may also be referred to as Short-term rental and the operator must apply for Business License under Section 2 Building Rentals of the Village of Salmo Business License Bylaw and amendments from time to time.

#### **Potential wording to add as permitted use(s) in zones that permit a single-family dwelling**

(R-1, R-2, RM-1, RR-1)

11. secondary suite contained within a building whose primary use is that of a single-family dwelling; (currently permitted in R-1 zone)

12. accessory dwelling unit on a site that contains a single-family dwelling and does not contain a secondary suite. (potentially added to R-1, R-2, RM-1, RR-1)

#### **Conclusion**

Adding secondary suites to the residential zones makes sense for consistency and to ensure the entire bylaw is compliant to the regulation. Adding the opportunity for an accessory dwelling unit adds complexity in terms of building height, servicing, lane access. It is suggested the ADU components be thoroughly reviewed through the OCP process and added to the zoning bylaw at a later date.

#### **Public Hearing**

Bill 44 prohibits municipalities from holding a public hearing for the sole purpose of complying with it. The Village is still required by the Local Government Act to give notice that a public hearing on the zoning amendment will not be held. Notice of the zoning amendment (and waiving the public hearing) must be published.

### **Options and Alternatives:**

- Adopt the bylaw amendments
- Do not proceed with adoption of the bylaw amendments at this time and refer the amendments back to staff for further information or modifications, while ensuring that the Provincial adoption deadline of June 30, 2024 will be met.

- Do not proceed with recommended readings at this time and request an extension from the Minister of Housing (Municipalities may apply to the Minister for a deadline extension. There is no possibility to apply for a permanent exemption. The Minister may grant extensions to a local government if the Minister is satisfied that the local government is unable, by June 30, 2024, to comply with the requirements for any of the following reasons:

- a) the local government is in the process of upgrading infrastructure that services the specific area or specific lots for which the extension is being requested;
- b) the infrastructure that services the area where small-scale multi-unit housing would apply is such that compliance by June 30, 2024, is likely to increase a risk to health, public safety or the environment in that area; or
- c) extraordinary circumstances exist that otherwise prevent compliance.

It is not believed that Salmo qualifies under any of these exemption categories. It is not recommended to apply for an extension.

## Recommendation

That Council pass the following resolutions:

1. To provide first reading of "Zoning Amendment Bylaw No. 754, 2024" at the next Regular Council Meeting.
2. To provide Notice, as established by the Local Government Act, that the Public Hearing for "Zoning Amendment Bylaw No. 754, 2024" is waived and provides Notice of the date of the Bylaw's first reading.

*Patricia Dehnel*

Patricia (Trish) Dehnel, RPP MCIP  
Registered Professional Planner



**THE CORPORATION OF THE VILLAGE OF SALMO  
BYLAW NO. 754, 2024**

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

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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 Short Term Rental (STR) to Section 1.1 of Schedule “A” as follows:

Short Term Rental (STR) means accommodations provided to members of the public in a host’s property, in exchange for money, for a period of less than 90 consecutive days and may also be referred to as bed and breakfast.

2. That the said Bylaw be amended by adding reference to STR in Section 3.11 (Bed and Breakfast Accommodation) of Schedule “A” as follows:

(f) That operator must apply for Business License under Section 2 Building Rentals of the Village of Salmo Business License Bylaw and amendments from time to time, to operate a Bed and Breakfast accommodation, also referred to as Short-term rental.

3. That the said Bylaw be amended by adding secondary suite to Section 4.5.1 (Estate Residential R-2) of Schedule “A” as follows:

11. secondary suite contained within a building whose primary use is that of a single-family dwelling;

4. That the said Bylaw be amended by adding secondary suite to Section 4.7.1 (Multi-Family Residential RM-1) of Schedule “A” as follows:

13. secondary suite contained within a building whose primary use is that of a single-family dwelling;

5. That the said Bylaw be amended by adding secondary suite to Section 4.8.1 (Rural RR-1) of Schedule “A” as follows:

11. secondary suite contained within a building whose primary use is that of a single-family dwelling;

6. This Bylaw shall take effect immediately.

7. This Bylaw may be cited as the “*Zoning Bylaw Amendment (Small-Scale Multi-Unit Housing) Bylaw No. 754, 2024*”.

READ A FIRST TIME  
READ A SECOND TIME  
READ A THIRD TIME  
RECONSIDERED AND FINALLY ADOPTED

this \_\_\_\_ day of \_\_\_\_, 2024  
this \_\_\_\_ day of \_\_\_\_, 2024  
this \_\_\_\_ day of \_\_\_\_, 2024  
this \_\_\_\_ day of \_\_\_\_, 2024

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Mayor

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Interim Chief Administrative Officer

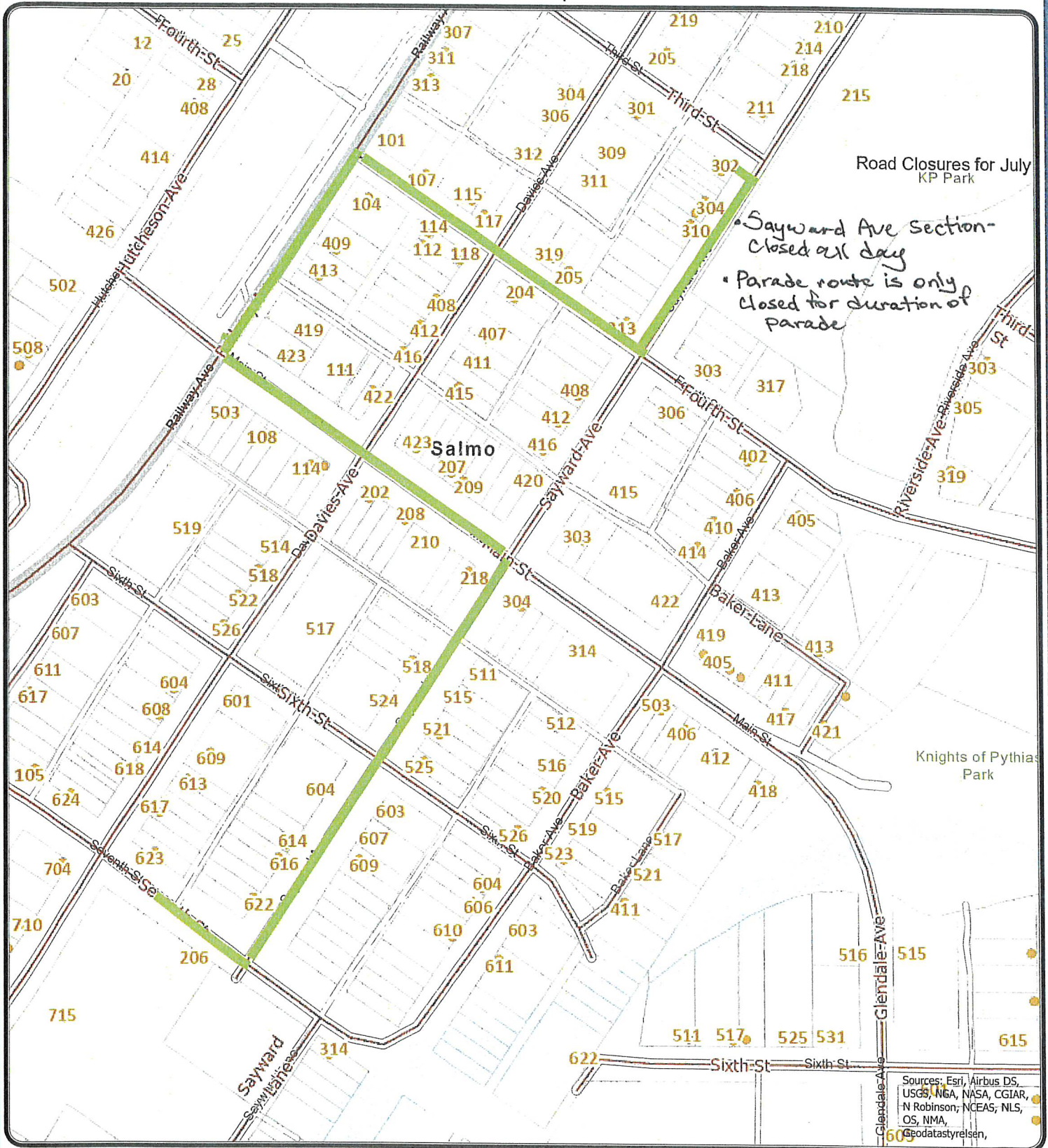
I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF THE "ZONING BYLAW AMENDMENT (SMALL-SCALE MULTI-UNIT HOUSING) BYLAW NO. 754, 2024".

---

Interim Chief Administrative Officer



# RDCK Map



REGIONAL DISTRICT OF CENTRAL KOOTENAY  
Box 590, 202 Lakeside Drive,  
Nelson, BC V1L 5R4  
Phone: 1-800-268-7325 [www.rdck.bc.ca](http://www.rdck.bc.ca)  
[maps@rdck.bc.ca](mailto:maps@rdck.bc.ca)

## Legend

- Electoral Areas
- RDCK Streets
- Cadastre - Property Lines
- Address Points

## Map Scale:

1:4,514

Date: May 10, 2024



The mapping information shown are approximate representations and should only be used for reference purposes. The Regional District of Central Kootenay is not responsible for any errors or omissions on this map.







## The Corporation of the Village of Salmo

### Report to Council

Report Date: May 9, 2024  
Meeting Date: May 14, 2024  
From: Linda Tynan, Interim Chief Administrative Officer Advisor  
Subject: Consideration of Special Event License for Mobile Food Trucks

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#### 1. **OBJECTIVE**

To request that Council consider allowing mobile food trucks to apply for a special event license to operate in KP Park for the July 1 celebrations.

#### 2. **RECOMMENDATION:**

That council pass the following motion:

*THAT council affirms that mobile food vendors fit under the category of "Special Events" of the Business License Bylaw No. 645, 2013 when proposing to operate at short term events such as operating in KP Park for Canada Day celebrations, and FURTHER that staff be authorized to execute agreements for such when an application is received.*

#### 3. **DISCUSSION**

Staff has received a request from a local mobile food truck to participate in Salmo's July 1 celebrations. While mobile food trucks are allowed to operate in Salmo, the Business License bylaw stipulates that they must operate on commercially-zoned private property.

Separate from the individual business categories meant for ongoing operations, the bylaw also has a provision to allow a business to apply for a Special Event. The Village of Salmo Business License Bylaw No. 645, 2013 defines a Special Event as meaning "*a business type involving short term or temporary events, performances, concerts, exhibitions, entertainment or concessions that, except as otherwise provided in the bylaw, does not exceed seven (7) days within the calendar year and includes but is not limited to retail sale, auction, flea market, craft fair, circus or carnival.*"

Staff is looking for direction from council on whether mobile food trucks should be considered eligible under the Special Events category when the application is for short term events such as the Canada Day celebration.

Should council pass a motion confirming that Mobile Food trucks would fall into the Special Events category for time-limited events, then staff advise Mobile Food trucks operators (when they inquire) of the process for application. Staff would then consider and approve these licenses subject to applicable terms (operating times, fees, other conditions) and ensure that the applicable insurance, agreements, etc. are in place.

#### 4. **OPTIONS**

- 4.1 THAT Council determine that the operation of mobile food trucks for a short period of time do not fit the category of "Special Events" licenses under the Business License Bylaw No. 645, 2013.
- 4.2 THAT Council pass a motion affirming that mobile food vendors fit under the category of "Special Events" of Business License Bylaw No. 645, 2013 when proposing to operate at a short term events such as operating in KP Park for Canada Day celebrations, and FURTHER that staff be authorized to execute agreements for such when an application is received.

5. **RECOMMENDATION**

That council pass the following resolution:

*THAT council affirms that mobile food vendors fit under the category of "Special Events" of the Business License Bylaw No. 645, 2013 when proposing to operate at short term events such as operating in KP Park for Canada Day celebrations, and FURTHER that staff be authorized to execute agreements for such when an application is received.*

Village of Salmo  
Accounts Payable April 19 to May 9, 2024

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
017312	2024-04-25	Ace Courier Systems	Trackless Maintenance Supplies	\$38.20
017332	2024-05-02	Ace Courier Systems	Water Sample Shipping	\$26.07
EFT	2024-05-06	Collabria	AKBLG/CW Supplies/F.D./Insurance/KP Washroom/Office Supplies/Postage	\$2,654.90
017319	2024-04-25	Fortis BC - Natural Gas	Natural Gas Expenses	\$34.92
017313	2024-04-25	Fortis BC Inc.	Electricity Expenses	\$196.49
017333	2024-05-02	Fortis BC Inc.	Electricity Expenses	\$4,494.16
017314	2024-04-25	Gilbert Parts Depot	FD Supplies	\$73.77
017341	2024-05-02	Inland Allcare	KP Washroom Supplies/Water Distribution Supplies Credit	\$119.75
017315	2024-04-25	Innov8 Digital Solutions Inc.	Photocopier Expenses	\$711.46
017337	2024-05-02	Kelowna Barrette	Janitorial Services	\$477.75
017316	2024-04-25	Kendrick Equipment (2003) Ltd.	Trackless Maintenance	\$1,382.79
017336	2024-05-02	Linda Tynan Consulting Services	CAO Consulting Services	\$9,319.80
017334	2024-05-02	Lordco Auto Parts	Generator Maintenance/Shop Supplies	\$86.07
017317	2024-04-25	Receiver General For Canada	Annual Radio Authorization	\$1,301.25
Pre-Authorized Debit	2024-05-03	Royal Bank Central Card Services	Service Fees	\$99.62
017338	2024-05-02	School District No. 8	Tennis/Pickleball/Basketball Court Upgrades - Final	\$2,100.00
017318	2024-04-25	Summit Truck & Equipment	WWTP Equipment Maintenance	\$92.44
017339	2024-05-02	Sunco Communication & Installation	IT Services	\$1,263.81
017340	2024-05-02	VitalAire	FD Supplies	\$16.80
		Employee Benefits, Reimbursements and Salaries (PP9, Council 4)		\$22,504.38
		<b>Total:</b>		<b>\$46,994.43</b>

**Credit Card Details:**

Adobe/Domain Expense	\$104.91
AKBLG Expense	\$897.84
CW Shop Monitor	\$182.55
F.D. GPS Subscription	\$72.75
KP Washroom Coinboxes	\$328.85
Postage	\$966.00
Trailer Insurance	\$102.00
	<b>\$2,654.90</b>



DATE Apr. 22/24  
NO 28 TO M+C - MAY 14/24  
FILE NO 0400-80

**Brandy Jessup**

VILLAGE OF SALMO

**From:** Lisa Berk <Lisa.Berk@sd8.bc.ca>  
**Sent:** April 22, 2024 3:51 PM  
**To:** Village of Salmo; Mayor Diana Lockwood  
**Cc:** Jon Francis; Casey Berk  
**Subject:** Reconciliation project at "Old Growth"

Hi,

Please forward to the appropriate councillor.

The elementary school and the high school are working together on a poetry/reconciliation project.

We are getting to know trees in Old Growth and composing audio poems about them. We will incorporate nsyilxcən language and then post the poems on laminated QR codes and post them in old growth either with string or small wooden stakes in the ground. This would allow community interaction and a chance for the land to hear its language again. We would like your permission to do so in the village park.

We would like to make little coil books with the poems and place them in the library and village office.

I am currently looking into the appropriate avenue for permission from indigenous groups to post this language.

Please let me know if there is another way I child go about seeking permission for this project.

Thanks!  
Lisa

Sent from my iPhone





**Brandy Jessup**

DATE Apr. 29/24  
NO 29 TO M+C-MAY 14/24  
FILE NO 0220-30

VILLAGE OF SALMO

**From:** Salmo CAO  
**Sent:** May 1, 2024 9:43 AM  
**To:** Brandy Jessup; Alana Lins  
**Subject:** FW: SMF Ltd Drinking water and ERP.  
**Attachments:** Letter to Shambhala Re Emergency Response Plan.pdf



**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](mailto:cao@salmo.ca) **w:** [www.salmo.ca](http://www.salmo.ca)

**From:** Christa McDiarmid <[quartermaster@shambhalamusicfestival.com](mailto:quartermaster@shambhalamusicfestival.com)>  
**Sent:** Monday, April 29, 2024 8:05 AM  
**To:** Salmo CAO <[cao@salmo.ca](mailto:cao@salmo.ca)>; Mayor Diana Lockwood <[mayor.lockwood@salmo.ca](mailto:mayor.lockwood@salmo.ca)>; Neil MacLeod <[neil@shambhalamusicfestival.com](mailto:neil@shambhalamusicfestival.com)>  
**Subject:** SMF Ltd Drinking water and ERP.

Hello and Good Day.

I am writing on behalf of the festival this year to acquire a measure of good faith between Shambhala Music Festival ltd and the Village of Salmo.

In the past we have had a written statement from the Village of Salmo that notes our emergency response agreement in terms of Salmo allowing us emergency access only to fresh drinking water should a situation arise where the water on the SMF Ltd site is no longer acceptable for consumption.

I have included a sample letter that has been offered in the past and was just hoping to have a current letter issued, as I am understanding that there is a new CAO in place and updated information sharing is an important part of the process.

Thank you for your time in this matter and I look forward to hearing from you.



**Christa McDiarmid**

She/ Her/ Hers

**Site Director**

**Shambhala**  
**music festival**

Celebrate 25 years of Shambhala  
July 26-29, 2024



## The Corporation of the Village of Salmo

P.O. Box 1000  
Salmo, BC V0G 1Z0  
[www.salmo.ca](http://www.salmo.ca)

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

June 21, 2019

James Bundschuh  
C/O Shambhala Music Festival  
Suite #2003 - 622 Front Street  
Nelson, BC V1L 4B7

**RE: SHAMBHALA REQUEST TO INCLUDE VILLAGE OF SALMO POTABLE WATER IN EMERGENCY RESPONSE PLAN**

Dear James,

We are in receipt of a request by Shambhala organizers that the Village of Salmo provide back-up potable water in the case of a mass emergency. We understand that Shambhala has its own water treatment facility to meet your operation requirements and this request ensures you have a viable back up plan in the case of a mass emergency.

The Village of Salmo is committed to ensuring we do our part in the case of any emergency to ensure residents and visitors do not go without potable water. To this end, we grant this request in principle and agree to being included in this way in your Emergency Response Plan.

In the unfortunate case that our potable water supply does become necessary in a mass emergency, the Village of Salmo reserves the right to recover any associated costs from Shambhala.

Regards,

Anne Williams  
Chief Administrative Officer

Cc: Mayor & Council  
Civic Works Foreman Fred Paton

May 6, 2024

File: 4900.03

The Honourable David Eby, MLA  
Premier of the Province of British Columbia  
[premier@gov.bc.ca](mailto:premier@gov.bc.ca)

Delivered Via Email

Dear Premier Eby:

Re: Support for Bill-34

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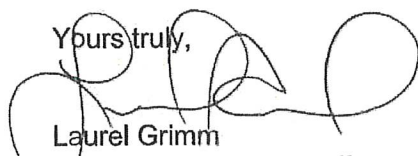
District of Logan Lake Council at the April 2, 2024 Regular Meeting, passed the following resolution:

*"THAT Council send a letter in Support for Bill-34 and the Restricting of Consumption of Illegal Substances Act."*

The District of Logan Lake supports Bill-34 and believes this is a necessary step in addressing the ongoing crisis of drug addiction and overdose in our community. By restricting public consumption of illegal substances, we can create a safer and more welcoming environment for all residents, including children and families.

We feel that public spaces should be freely enjoyed by all community members and used for their intended purpose. While Council acknowledges that no person should feel compelled to engage in substance abuse alone and privately, but this should not come at the expense of degrading our public spaces.

Yours truly,

  
Laurel Grimm  
Director of Corporate Affairs

LG/sv

B.C. Municipalities and Regional Districts  
Dan Albas, MP Central Okanagan-Similkameen-Nicola  
Jackie Tegart, MLA Fraser-Nicola  
District of Hudson's Hope





Kootenay Emergency Response Physicians Association  
518 Lake Street, Box 14, Nelson, BC V1L 4C6  
Phone 1-778-738-2208  
www.kerpa.org

March 20, 2024

The Honourable Diana Lockwood  
Mayor Village of Salmo  
PO Box 1000  
Salmo, BC V0G 1Z0

DATE May 9/24  
NO 32 TO MC-MAY14/24  
FILE NO 7010-01  
VILLAGE OF SALMO

Dear Mayor Lockwood,

I hope this email finds you well. My name is Dr. Nic Sparrow, and I would like to introduce myself as the President and Medical Director of KERPA (Kootenay Emergency Response Physicians Association), a registered charity and accredited Special Operations Medical Retrieval Service based in Nelson, British Columbia, Canada, and serving the communities of Nelson, Kaslo, Salmo, Castlegar, Winlaw and those remote areas within the region accessible via helicopter.

For the past decade, KERPA has been dedicated to saving lives, providing critical care to the ill and injured, and supporting the emergency services in our province, at no charge. Our team has worked tirelessly to ensure that those in need receive the prompt and expert care they deserve, regardless of their location or circumstances.

As a part of our commitment to transparency and collaboration, I am pleased to share our latest annual report with you. This report provides a comprehensive overview of our activities, achievements, and impact over the past year. I believe it will offer valuable insights into the vital work we do and the positive outcomes we strive to achieve.

I am reaching out to you with the hope of fostering collaboration and raising awareness of our organization's mission and accomplishments. We believe that by working together with like-minded individuals and organizations, we can further support patients, the emergency services and ultimately save more lives in our communities.

I have attached the annual report to this email for your review. I would greatly appreciate any feedback or suggestions you may have, as well as any opportunities for collaboration or support you may be able to offer.

Thank you for taking the time to learn more about KERPA and our efforts to make a difference in the lives of those in need. I look forward to the possibility of working together to continue our important work.

Warm regards,

A handwritten signature in black ink, appearing to read "Nic Sparrow".

The logo for the Commission on Accreditation of Medical Transport Systems (CAMTS). It features a stylized graphic of three curved lines to the left of the word "camts" in a lowercase, sans-serif font.  
Commission on Accreditation of Medical Transport Systems  
#91907

Special Operations Medical Retrieval Accredited Service

Kootenay Emergency Response Physicians Association - Canadian Registered Charity: 769710328RR001





# **Special Operations Medical Retrieval Service**



**Kootenay Emergency Response  
Physicians Association**

**Annual Report 2023**

Canadian Registered Charity - 769710328 RR 0001  
Special Operation Medical Retrieval Accredited Service #091907

## Aim

The aim of this report is to provide a review of the Special Operations Medical Retrieval Service - Kootenay Emergency Response Physicians Association (KERPA), in the Kootenay Region of British Columbia. This report is intended for key stakeholders including the Ministry of Health, Provincial Health Services Authority, Joint Standing Committee on Rural Issues, Rural Coordination Centre of British Columbia, Interior Health, the British Columbia Emergency Health Services (BCEHS) and other relevant agencies involved in the prehospital and emergency care of critically ill and injured patients in the province.

## Background

The service began approximately **10 years ago** with the key objectives of supporting the emergency services and providing on-scene physician support and care to the most critically ill or injured patients in the Kootenay Region. KERPA also helps provide additional capacity and expertise to the existing pre-hospital and emergency services in the region. KERPA has had a long-standing collaboration agreement with the BCEHS and assists the emergency services at immediate threat-to-life 911 calls where patients require immediate emergency lifesaving interventions.

KERPA dispatches a locally trained rural EMS Physician in a dedicated, non-transporting, rapid response vehicle directly to the scene of life-threatening emergencies. Our physicians possess comprehensive understanding of the relevant patient, geographic, and local healthcare resource situation. In addition, they have knowledge of the communities and the terrain we respond in. KERPA provides this service for FREE and our rural physicians volunteer their time.

Our dedicated Board of Directors donate their time, and we have one paid, part-time office staff, who supports our charitable responsibilities. Provincial Medical Services Plan (MSP) is not billed for the care we provide – we provide this at no cost. We are funded through grants, community sponsorship and public donations.



**KERPA's Emergency Response Vehicle & Physician**

In 2016, KERPA became a Canadian Registered Charity and, in 2021, we became the **1st Canadian Physician Ground Based EMS Service** to be awarded full **Special Operations Medical Retrieval Certification** by the Commission on Accreditation of Medical Transport Systems (CAMTS). This accreditation marks the stringent international standards of medical retrieval, quality, safety and patient care KERPA provides (Appendix 1).

## **Calls Attended**

Since May 2014, KERPA has been available to respond to **1284 calls**. These are the highest priority calls assigned by BCAS Dispatch and include primary missions (where our physician arrives on scene and makes contact with the patient), standbys and cancelled calls.

The level of care provided by the Emergency Response Physician (ERP) has varied from minimal, to critical lifesaving interventions. On a number of occasions, the ERP, in conjunction with the Emergency Services, has been instrumental in changing the clinical course and outcome of critically ill patients in the Kootenay Region. For example, in 2019 KERPA was dispatched to a young female stabbed multiple times in the City of Nelson. The patient survived and is enjoying life with her family in the Kootenay area.





**CBC News • Posted: Sep 23, 2019 7:07 AM PDT – Woman stabbed at least 5 times in apparent random attack in Nelson, B.C**

In 2023, KERPA was available to respond to **314** immediate threat-to-life calls. This was KERPA's busiest year to date, supporting the Emergency Services at more calls and helping more patients in the Kootenay Region. Of these calls:

- We were placed on 'standby' for 93 calls and subsequently stood down
- We were dispatched on 195 and cancelled on 71 (as calls were downgraded or our assistance was not required)
- We attended **124 Primary Missions** where patient contact was made
- At **76** of these calls KERPA medical expertise and or equipment was utilized
- KERPA directly assisted all levels of paramedics in the escorting and transport of high acuity and critical patients to the appropriate designated hospitals in the Region.
  - **Transporting 10 patients to Kootenay Lake Hospital**
  - **Transporting 7 patients to Kootenay Boundary Hospital**
  - **Transporting 1 patient to Castlegar Urgent Primary Care**
  - **Transporting 1 patient to Kelowna Hospital by helicopter**
- KERPA also followed ambulance crews to hospitals (in our response vehicle) on 34 occasions to ensure the safe transport of patients and assist crews in the event of patient deterioration.



### **Types of calls KERPA was available to respond to in 2023:**

TRAFFIC INCIDENTS	53
TRAFFIC INCIDENTS – PINNED/TRAPPED VICTIM	2
INACCESSIBLE INCIDENT - ENTRAPMENT/AVALANCHE	2
STAB/GSW/PENETRATING - CENTRAL WOUNDS STAB	3
CONVULSIONS/SEIZURES	20
DROWNING/NEAR DROWNING	2
UNCONSCIOUS	43
OD/POISONING	32
PSYCHIATRIC	8
ALLERGIES - NOT ALERT	2
FALLS	12
TRAUMA - VARIED MECHANISM	14
PREGNANCY - HEAD VISIBLE/OUT	1
CARDIAC ARREST	48
OTHER MEDICAL EMERGENCIES	72

### **Early Advanced Diagnostics /Medical /Surgical Interventions - 2023:**

#### **HEMORRHAGE CONTROL**

DIRECT PRESSURE	2
HEMOSTATICS APPLICATION	1
TOURNIQUET USE	1

#### **AIRWAY INTERVENTIONS**

NASO-PHARYNGEAL AIRWAY	1
ENDOTRACHEAL TUBE INSERTION	3

**BREATHING INTERVENTIONS**

BAG VALVE MASK VENTILATION	4
CONTINUOUS POSITIVE PRESSURE VENTILATION	1
FINGER THORACOSTOMY (SINGLE / BILATERAL)	2
CHEST NEEDLE DECOMPRESSION (BILATERAL)	2
CHEST TUBE / DRAIN INSERTION	1

**CIRCULATION INTERVENTIONS**

PERIPHERAL INTRAVENOUS ACCESS PLACEMENT	5
INTRAOSSEOUS ACCESS - TIBIA	11
INTRAOSSEOUS ACCESS - FEMOR	1
PELVIC SPLINT	2
FEMORAL SPLINTING (SINGLE)	2
IV FLUID RESUSCITATION	11
PERICARDIOCENTESIS	1

**OTHERS INTERVENTIONS**

FAST US SCAN & TRAUMA	22
CARDIAC US	13
LUCAS 3 DEPLOYMENT	15
ZOLL MONITOR APPLIED	46
12 LEAD EKG PERFORMED	9

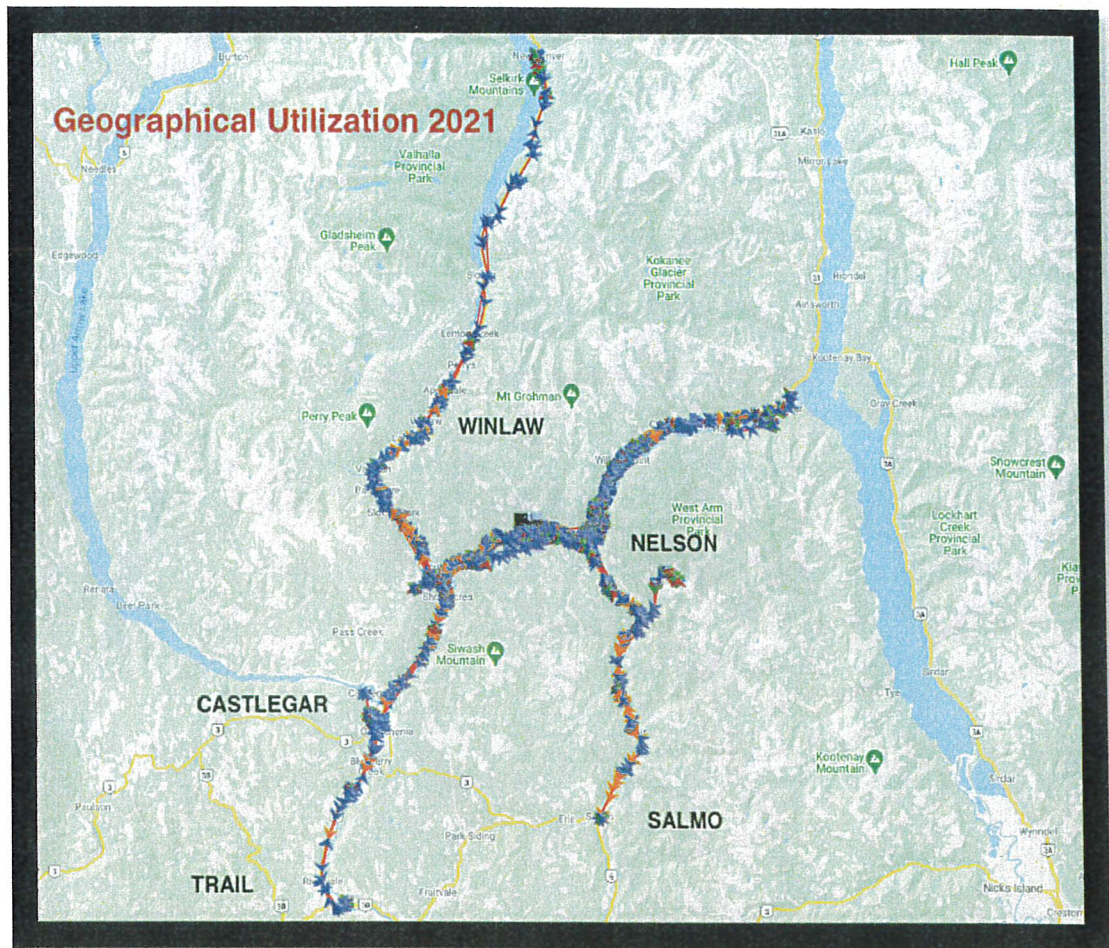
**MEDICATIONS**

MIDAZOLAM (SEIZURE) / (SEDATION)	1
KETAMINE (ANALGESIA & SEDATION)	1
EPINEPHRINE 1:10,000	13
PUSH DOSE PRESSORS	1
MORPHINE (ANALGESIA)	6
OTHER MEDICAL DRUGS e.g., TXA, ASA, GTN	12

**Response Area**

The Maps 1 & 2 below show the geographical locations KERPA responded to in 2021 and 2022. In 2022 BCEHS started to dispatch KERPA to a larger geographic area and as a result we have been able to assist many more critically ill and injured patients in the Kootenays.

**Map 1** shows the geographically dispatch area for KERPA in 2021



**Satellite Tracked Locations of ERP1 Response Vehicle**







## Program Developments

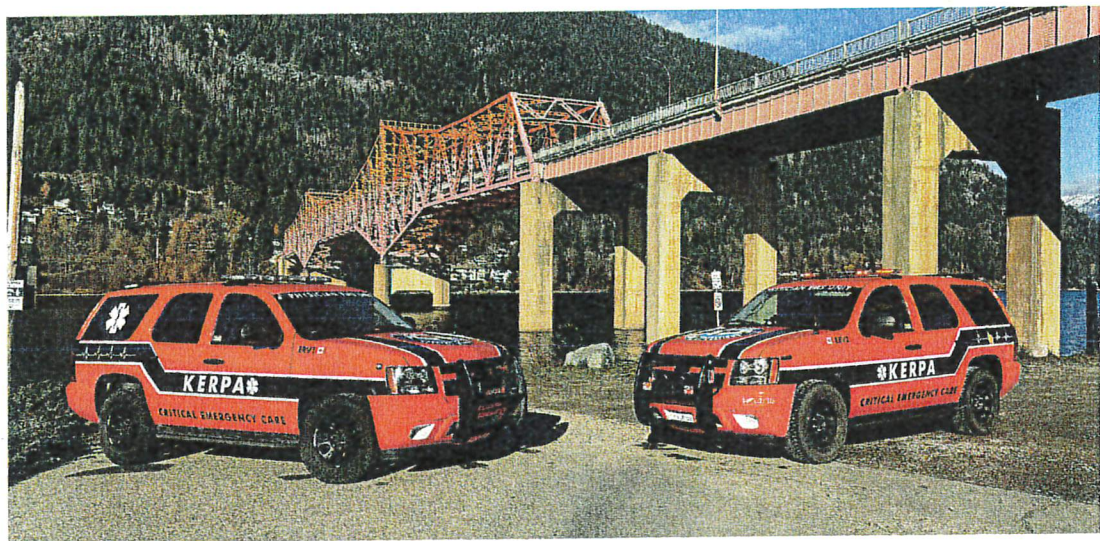
A number of improvements have been made to the ERP Program, since it began in May 2014, to enhance its effectiveness in the community.

- **Safety & Quality** - KERPA has a robust Safety and Quality Committee that meets quarterly, overseeing our operations. This has helped facilitate numerous improvements to ensure full Special Operations International Standards are met. We report to the BCEHS Medical Programs twice a year.
- **Physicians** - a second volunteer physician has joined KERPA and will be ready to respond by the summer of 2024 increasing our capacity in the Region. As part of KERPA's Special Operations Accreditation, we have stringent internal policies pertaining to the qualifications and training requirements of any physician wishing to work with the charity.
- **Scope of Practice** -The scope of medications KERPA provides continues to expand along with critical care and surgical equipment. In 2024 all KERPA vehicles will be carrying the Z Vent Transport Ventilators and our physicians are currently undergoing training for the use of these machine. Our ERPs participate in quarterly "Critical Skills Training" to practice all critical airway and surgical interventions, as well as scenario-based training.





- **Additional Response Vehicle** - KERPA has purchased a second emergency response vehicle. This will be fully equipped and operational by the Summer of 2024. During 2022, KERPA was unable to respond to a major incident due to scheduled maintenance on our vehicle. Numerous patients were injured at this call and one patient was fatally injured. A second response vehicle would have enabled us to respond in the event of scheduled maintenance or mechanical issues. This second vehicle will be able to be used as an additional resource for the region.



**ERV1 and ERV2 Vehicles in Nelson**

**“Our vehicles provide the Province of British Columbia with physician critical emergency care response to support the emergency services in the Kootenay Region.”**

**Total assets value & infrastructure = \$450,000.00**

## **Discussion**

KERPA has proven to be a needed and valuable service in the Kootenay Region. With over 1284 calls answered since 2014, there has undoubtedly been benefit to patients in our community. In 2023 there were numerous cases where KERPA significantly impacted clinical care, patient outcomes, and family experiences. Out of the 124 primary missions KERPA attended in 2023, 30% of patients were in a severe to critical condition requiring early advanced and critical care interventions by the ERP.

Critical Emergency Care Dispatches 2023 (38 patients)		
Number of Patients	Type of Call	Additional Information
15	Cardiac Arrest – Medical	x4 Drug overdose related
4	Cardiac Arrest - Traumatic	All motor vehicle related x1 Pediatric
5	Medical Emergencies	Seizure, Allergic Reaction, Overdoses
14	Trauma Related Dispatches	x1 Avalanche x10 Traffic Incidents x1 Massive Hemorrhage x1 Gunshot Wound x1 Drowning

A specific case is included below to demonstrate the service KERPA is able to provide:

### ***Chain Saw Accident – Massive Hemorrhage***

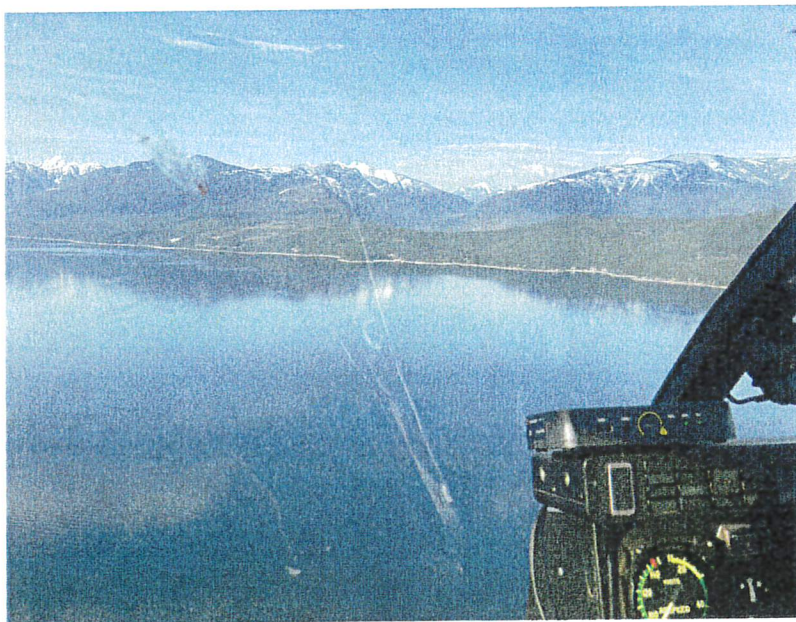
KERPA was able to respond to a remote incident by helicopter to assist a patient who accidentally cut one of their limbs with a chain saw.





**KERPA mobilizing to a remote incident by helicopter**

The patient, in critical condition, had fastened a bungee cord around the limb to halt a severe arterial blood. On arrival our physician assessed the patient, and a hemostatic dressing and CAT tourniquet was applied. The bungee cord was subsequently removed to preserve as much circulation to the patient's limb as possible. Our physician then administered intravenous morphine to the patient and, after discussion with dispatch & local hospitals, decided best to fly the patient directly to Kelowna General Hospital, escorted by a primary care paramedic.



**Flying to a remote location in the Kootenay Region**

The patient was monitored continuously throughout the flight using our cardiac monitor and given additional analgesia. The patient's limb was saved and they are now at home with their family rehabilitating.

**"KERPA unquestionably played a pivotal role in preserving this patient's limb, alongside the other responding agencies."**

## **Areas with potential for growth**

### ***1) Service Support***

KERPA has received some program support from the BCEHS and local BC Ambulance Paramedics. However, communication and regional dispatch delays over the years have created additional administrative work for KERPA. This has negatively impacted our operational capacity and reach. Increased transparency, communication and service support would improve our ability to help critical patients and assist the Emergency Services.

Increased awareness and the establishment of collaborative partnerships with the Ministry of Health, Joint Standing Committee on Rural Issues and Rural Coordination Centre of British Columbia could help in ongoing support and development of our reach as a Special Operations Medical Retrieval asset for the Province in the Kootenay Region.

### ***2) Dispatch & Geographical Response Area***

The current system for KERPA's dispatch is an automated cell phone text alert. On receiving the text alert, the ERP telephones Kamloops' dispatch to find out the call details and address of the location.

With the current system, the quickest time KERPA can respond from pager to being enroute is 4-5 minutes.

A Computer Aided Dispatch (CAD) laptop, as used by local supervisors, would greatly speed up our ability to identify, and dispatch to, life threatening 911 calls in the Region.

### ***3) Geographical Response Area***

KERPA provides the highest level of ground pre-hospital critical care in the Kootenay Region. Over the years KERPA requested to be dispatched more regionally, being notified of all red and purple calls. Whilst this was slow to happen, we are thankful that as of April 2022, the BCEHS increased our reach to other nearby communities. The current system is working well and



we hope KERPA will be increasingly utilized as an additional resource and greater collaboration will lead to more lives saved.

## Conclusion

Over the past decade, KERPA has responded to numerous emergency calls in the Kootenay Region, demonstrating our commitment to patient-centred care.

Our efforts have resulted in significant positive outcomes for critically ill and injured patients, with over 250 direct medical or critical interventions conducted since the program's inception. Additionally, we've provided invaluable assistance to emergency services on numerous occasions, directly escorting over 180 patients alongside BC Ambulance Paramedics to local or regional hospitals.

Our presence has had a profound impact on both patients and their families within the community, as well as providing crucial support to paramedic crews during challenging calls.

Furthermore, our Emergency Response Physicians have extended their help to other single-handed ER physicians upon arrival at rural emergency departments.

Strategic provincial authorization for KERPA physicians to utilize local helicopters to assist in reaching a targeted group of critically ill or injured patients, including confirmed motor vehicle entrapments, cardiac arrests, and other specified trauma calls, could extend the reach of our critical care services, benefiting a larger number of individuals.

Although KERPA's service in British Columbia has not always been fully embraced, the outcomes it has achieved are undeniable. We hold optimism for the future, anticipating enhanced support and collaboration at the provincial level, as we continue to deliver critical care to patients in the Kootenay Region.


**At the heart of our service lies a commitment to save lives, help critically ill and injured patients and support the Emergency Services.**



## Appendices:

### Appendix 1

The Board of Directors of

  
**camts**  
Commission on Accreditation of Medical Transport Systems

hereby awards accreditation to

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**Kootenay Emergency Response  
Physicians Association**

From July 17, 2021 to July 17, 2024

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Presented in recognition for substantial compliance with CAMTS Accreditation Standards  
in quality care and safety for patients requiring medical transport in the following categories:



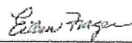
<u>Modes of Transport</u>	<u>Patient Types (Care and Transport)</u>	<u>Patient Types (Transport Only)</u>	<u>Levels of Service</u>
<input type="checkbox"/> Fixed Wing	<input checked="" type="checkbox"/> Adult	<input type="checkbox"/> Adult	<input checked="" type="checkbox"/> Emergency Critical Care
<input type="checkbox"/> Rotorwing	<input type="checkbox"/> PICU	<input type="checkbox"/> PICU	<input type="checkbox"/> Intensive Critical Care
<input checked="" type="checkbox"/> Surface Critical Care	<input type="checkbox"/> IABP	<input type="checkbox"/> IABP	<input type="checkbox"/> Specialty Care
<input type="checkbox"/> Ground ALS	<input type="checkbox"/> Perinatal	<input type="checkbox"/> Perinatal	<input checked="" type="checkbox"/> Special Operations
<input type="checkbox"/> Ground BLS	<input type="checkbox"/> Neonatal	<input type="checkbox"/> Neonatal	<input type="checkbox"/> ALS (Ground)
<input checked="" type="checkbox"/> Medical Escort	<input type="checkbox"/> ECMO	<input type="checkbox"/> ECMO	<input type="checkbox"/> BLS (Ground)
	<input type="checkbox"/> Inhaled Nitric Oxide (INO)	<input type="checkbox"/> Inhaled Nitric Oxide (INO)	

**The Medical Transport Service is granted this Certificate of Accreditation  
by the authority of  
Commission on Accreditation of Medical Transport Systems**

An organization with equal representation from each of the following member organizations:

<i>Aerospace Medical Association</i>	<i>Emergency Nurses Association</i>
<i>Air Medical Operators Association</i>	<i>European HEMS and Air Ambulance Committee</i>
<i>Air Medical Physicians Association</i>	<i>International Association of Flight and Critical Care Paramedics</i>
<i>Air &amp; Surface Transport Nurses Association</i>	<i>International Association of Medical Transport Communications Specialists</i>
<i>American Academy of Pediatrics</i>	<i>National Air Transportation Association</i>
<i>American Association of Critical Care Nurses</i>	<i>National Association of EMS Physicians</i>
<i>American Association of Respiratory Care</i>	<i>National Association of Neonatal Nurses</i>
<i>American College of Emergency Physicians</i>	<i>National Association of State EMS Officials</i>
<i>American College of Surgeons</i>	<i>National EMS Pilots Association</i>
<i>Association of Air Medical Services</i>	<i>United States Transportation Command</i>
<i>Association of Critical Care Transport</i>	

The Commission on Accreditation of Medical Transport Systems is dedicated to improving the quality of patient care  
and safety of the transport environment for services providing rotorwing, fixed wing and surface transport systems.

 Chair	 Secretary	 Executive Director
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## **THE CORPORATION OF THE VILLAGE OF SALMO** **REPORT FROM COUNCIL**

### **COUNCILLOR NEIL**

Council Report for Council Meeting held on May 14, 2024.

### **PORTFOLIOS**

#### **Library Board Meeting May 8<sup>th</sup>.**

#### **Library Director's Report- April 2024**

##### **Community, Events & Programs**

New Hours started in April, and it has been a great success so far! Lots of positive feedback. We are noticing that it is busy from 10-12 and then again from 3-6

Tax support went well. Our volunteers helped 50 people get their taxes done.

Yoga & Poetry was a beautiful event. Even though we had a small group of 3, it was very well received, and I think it worked well for poetry month. I hope to hold this again next year.

Taylor took an Indigenous Allyship and Anti-Racism workshop. This three-hour workshop had many great learning opportunities and takeaways.

The Scrabble tournament is coming up on May 11th. So far, a smaller group has registered. Let people know about this fun community event with food and prizes! We will also be looking for scorekeepers to help out.

Phyllis Tatum Reading Garden has been tidied up from the winter! We will be getting ready to plant a new tree to replace the old one. We want to ask the Friends to support the purchase of the new tree - it will be a sumac or a magnolia.

Remember our website's community calendar; please continue spreading the word and getting people to share their upcoming events.

We are still needing two more volunteers to help with shelving books.

CBAL is back with their very popular Tech Support on Tuesdays from 1- 3. If you know of people needing Tech support - Caroline is a great resource here at the Library on Tuesdays from 1-3

BYOC - Bring your own craft. We haven't seen as many people as we hoped for the last 2 month (2- 3), but after the final on May 4th, we will take a break, and we plan to bring it back for the fall.

We hosted a poetry writing workshop with The Panoptical Poet - 2 people came out for this

program. Grants and Funding

I have not heard back yet from the Canada Summer Jobs grant application. We applied for this through the Friends.

DOT night on April 3rd went well. We received all our dots. We must wait until we receive the funds to purchase the chairs.

Taylor is still waiting to hear back from the Square Society about the cost of the roofing project. Once she has that information, she can apply for grants.

The School works student job is finished in the fall. We will not have students until the end of June. If you know of any youth interested in volunteering, please send them our way!

We were successful in getting the CW Summer student grant. I will be posting for this position in the coming weeks.

CVITP - Taylor will be applying for this grant Upcoming Events

May 4 BYOC

May 11 Scrabble Tournament.

May 15 / 29 Mobile Library to Salmo Estates

May 15

Annual Report to the BC Prov due

May 15

Anne DeGrace & Nathan Wilkinson reading

May 24 / 25

Taylor away at KLF/ LDAG meetings in Nakusp May 31 Library Book club

May 31 Friends Tea

May is Mental Health Awareness Month

May is Lyme's Disease Awareness month.

**Education Portfolio:**

Unfortunately, both Salmo Secondary and Elementary have lost EA's and are struggling with under staffing. Parents and PAC members are writing letters of concern to the district.

Respectfully submitted,

Councillor Neil



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

### **MAYOR LOCKWOOD**

Mayor Report for Council Meeting held on May 14, 2024.

**Salmo & Area G Emergency Preparedness Committee:** This is the time to get those rain barrels out to prepare for the drought months.

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:** The volunteers want to meet you and would prefer it not be an emergency.

**Citizen Engagement:** Concerns about drivers not stopping at stop signs and safety of students (mainly) crossing the street.

**Salmo & District Arts Council:** The SDAC have been applying for grants to do improvements on the building and have events happen in the community. If you are interested in getting involved with this group email them at [s.d.artcouncil@gmail.com](mailto:s.d.artcouncil@gmail.com).

### **RDCK:**

**Board:** Next meeting May 16, 2024

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

**Economic Trust of the Southern Interior – BC (ETSI-BC):** Next meeting June 14, 2024

**Central Resource Recovery:** Next meeting TBA

**Joint Resource Recovery:** Next meeting May 15, 2024

**West Kootenay Hospital Board:** Next meeting June 26, 2024

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

**Parks, Trails, Water Access Working Group:** Director Hanegraaf, Tierney and I are working with RCS Consulting and RDCK staff and will be reviewing a summary report of all the data collected before moving onto the next step.

### **Other meetings of note:**

**Mayor's and chair Highway 3 Coalition:** Next meeting June 12, 2024

**Ministry and/or MLA Meetings:** TBA



**IHA and Mayor's meeting:** I met with Dr. Pollock and her team. Talked about Shambhala and how the event affects the community, extra people before and after the show, what they do for shelter, how the show supplies about six months of food for the food bank, and the partnership on a whole. I was asked about our heat/cold/smoke plan. We don't have one written down in policy, just a verbal one at this point.

**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:**

Thursday **May 16** Funding recommendations presented to RDCK Board for approval.

Monday **May 27** RDCK Finance will be provided with a list of approved project proposals in preparation of funding disbursements in June.

Thursday **June 6** RDCK website will be updated to include listing of 2024 approved project proposals.

**June – July** ReDi grant cheques, letter and applicable contracts will be forwarded to successful proponents. Funding agreements will be forwarded to proponents in receipt of project funding support of \$5,000.00 or more (Funding agreements are required prior to the release of funds)

Sunday **June 30** projects funded in 2023 should be completed by this date Thursday October 31  
Deadline for project extensions and change of scope for projects funded 2023 and earlier.

Tuesday **December 31** Deadline for Final Financial Reports for projects funded 2023 and earlier  
(Organizations failing to satisfy reporting requirements will not be eligible for 2025 ReDi funding consideration)

Respectfully submitted,

**Mayor/Director Lockwood**