



# The Corporation of the Village of Salmo

## REGULAR MEETING (#01-25)

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, January 14, 2025 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  
**RECOMMENDATION:** Pg.1  
That the agenda of Regular Meeting #01-25 of Tuesday, January 14, 2025 be adopted as amended from *Council Procedure Bylaw #663, 2014 Schedule "A"* to include a New Business section, an Administrative Reports section, and a Public Question period.
3. Delegations  
**(1) Oakley Horton Re: Safety Improvements to Salmo's Road Infrastructure - #02** Pg.5
4. New Business  
**(1) Resolution for AKBLG Re: Use of Referendum Funds Towards the Purchase of a Fire Apparatus** Pg.15  
**STAFF RECOMMENDATION:**  
That Council support bringing the resolution of using referendum funds towards the purchase of a fire apparatus to the AKBLG for consideration.
5. Adoption of the Minutes  
**(1) STAFF RECOMMENDATION:** Pg.17  
That the minutes of Regular Council meeting #19-24 of Tuesday, December 10, 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) Rezoning – 1023 Glendale Avenue** Pg.21

**STAFF RECOMMENDATION:**

That staff be directed to prepare a zoning amendment bylaw for the rezoning change for property LOT A PLAN EPP113549 DISTRICT LOT 206 KOOTENAY LAND DISTRICT (1023 Glendale Avenue) to R-1 (Single and Two-Family Residential) to be brought forward for consideration at the next regular council meeting.

**10. Administrative Reports**

**(1) Referendum Requirement for Fire Truck**

Pg.23

**STAFF RECOMMENDATION:**

That Council accepts the CAO report for information.

**(2) Water Meter Pilot Program**

Pg.25

**STAFF RECOMMENDATION:**

That Council direct staff to schedule a Committee of the Whole meeting for further discussion with the public.

**(3) 2025 Budget Update**

Pg.35

**STAFF RECOMMENDATION:**

That Council accepts the CAO report for information.

**11. Accounts Payable**

**STAFF RECOMMENDATION:**

Pg.37

That Council receive for information the list of accounts payable cheques and electronic fund transfers from December 6, 2024 to January 9, 2025 totaling \$187,984.93.

**12. Correspondence Requiring a Council Decision**

**(1) RDCK Re: Community Wood Smoke Reduction Program - #65**

Pg.41

**STAFF RECOMMENDATION:**

That Council approve the enrollment in the “Community Wood Smoke Reduction Program” for 2025 for a maximum of 2 applications.

**(2) West Kootenay BMX Racing Club Re: Request for Sponsorship for Salmo Valley Fund - #01**

Pg.43

**STAFF RECOMMENDATION:**

That Council approve the request of the West Kootenay BMX Racing Club to provide a letter of support agreeing to sponsor their application to the Salmo Valley Fund in the amount of \$1,000 to assist with the purchase of loaner bikes for their All-Ages Access Program.

**13. Correspondence for Information Only - NIL**

**14. Member Reports & Inquiries**

**(1) Councillor Cox**

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

**STAFF RECOMMENDATION:**

Pg.45

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

- 15. Public Question Period
- 16. Adjournment

*The next regularly scheduled Council meeting will be on January 28, 2025 at 7:00 p.m.*







DATE Jan. 9/25

NO 02 TO MTC-Jan. 14/25

FILE NO 0220-30

SCHEDULE "E"

VILLAGE OF SALMO

The Corporation of the Village of Salmo  
DELEGATION APPLICATION FORM

Delegate(s) Name: Oakley Horton

Mailing Address: Box 272 V0G 1Z0

Email Address: oakley.horton25@gmail.com

Phone No.: (250) 463-9332

Delegation Status: (select one)

[  ] Representing a Group/Organization/Business \_\_\_\_\_  
(Name of Group/Organization/Business)

[  ] Attending as an Individual

Council Date Requested for Meeting: January 14th

Purpose of the Delegation Request:

Safety improvements to Salmo's Road infrastructure.

Note:

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

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

Signature: *Oakley Horton*

Date: 01/08/2025



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

OH Applicant's Initials

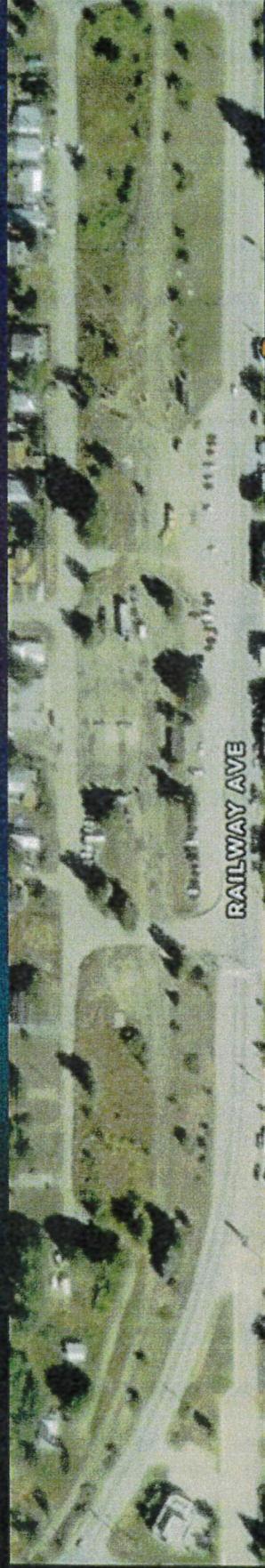
Return completed form along with the information regarding the presentation to the Corporate Officer either by mail, in person, by fax, or by email

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





# Safety Improvements For Our Public Roads



PRESENTATOR: Oakley Horton

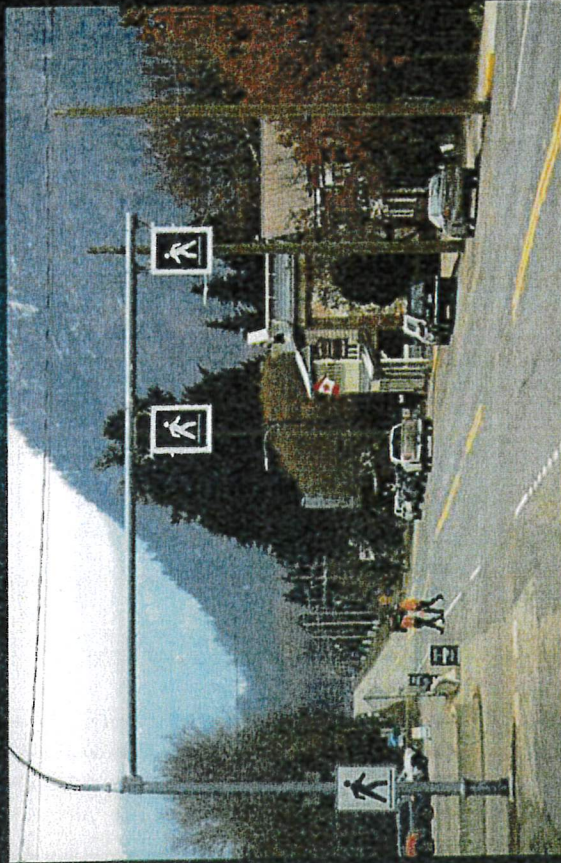
01/14/2025



# Why



- I drive on these roads
- People cut corners
- Stop in the middle of intersections
- “In B.C, approximately 3,263 vehicle crashes involving pedestrians occur annually.”
  - BC Injury Research and Prevention Unit





# Repainting Our Road Markings

3

- Center Lines
- Crosswalks
- Parking Spaces





# Adding & Removing

## Add

- Crosswalks
- Parking

## Remove

- Angled Parking
- Parallel Parking





# Reworking Davis & Sayward Ave

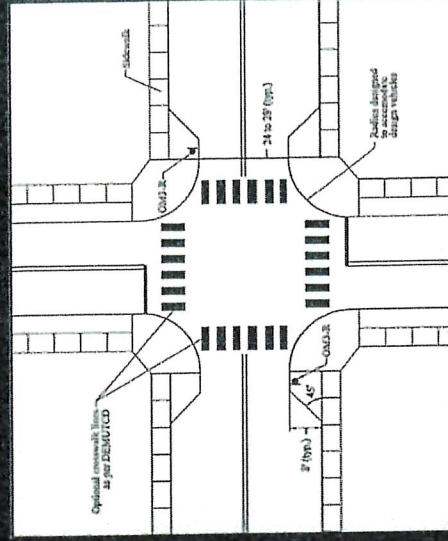
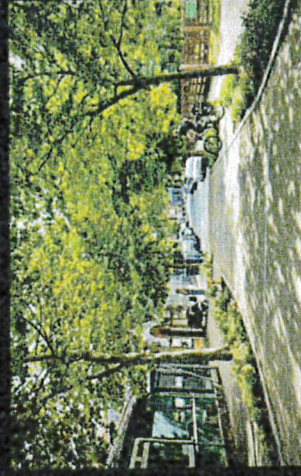
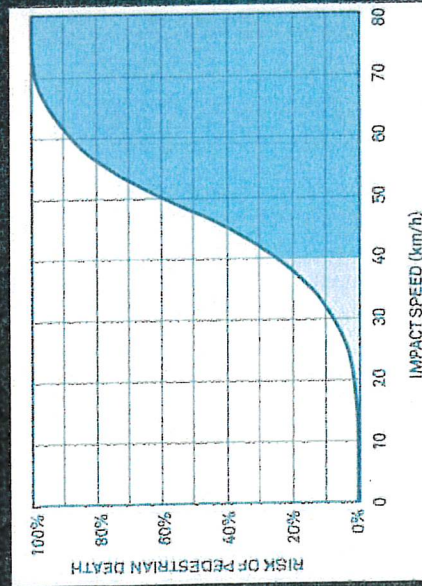


- Perpendicular Parking
- Adding Radar Speed Signs



# Traffic Calming Measures

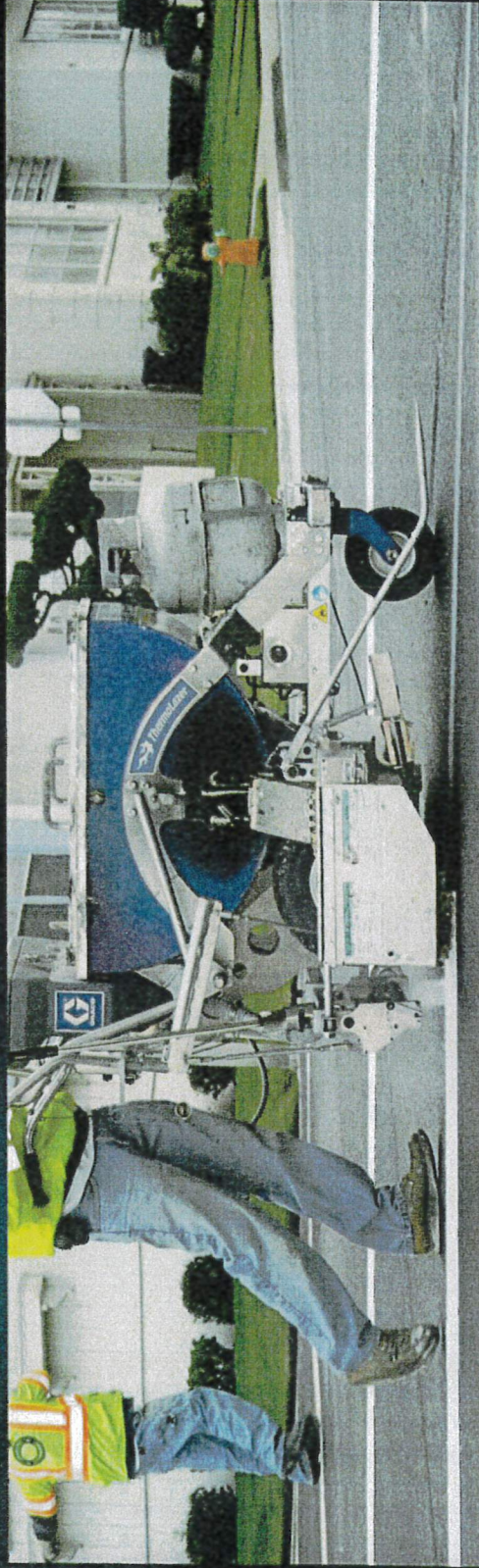
- Trees
- Cemented Pylons
- Corner extensions





# Costs

- \$4830 white thermoplastic paint
- \$6750 yellow thermoplastic paint
- Rent Thermoplastic sprayer to/from local communities
- Thermoplastic paint sprayer \$1,500+





# Thank You



RDCK Public Map

CTAM

SealMaster

TSW

BCIRPU

Alibaba

Satellites Pro

California DOT

US DOT

NACTO

Strong Towns

Altago

Air Designs



**Village of Salmo Resolution No. [Insert Number]**

**A RESOLUTION OF THE COUNCIL OF THE VILLAGE OF SALMO AUTHORIZING THE USE OF REFERENDUM FUNDS TOWARDS THE PURCHASE OF A FIRE APPARATUS**

WHEREAS, the Village of Salmo recognizes the essential role that fire and emergency services play in safeguarding the health, safety, and welfare of its residents; and

WHEREAS, the Village of Salmo currently faces the need to replace an aging fire apparatus to ensure continued effective emergency response capabilities; and

WHEREAS, pursuant to local government legislation, a referendum is required for the authorization of public funding for the purchase to replace a fire apparatus, and the process of holding a referendum incurs significant costs to small municipalities; and

WHEREAS, the Village of Salmo has identified the pressing need for the fire apparatus replacement, and it is in the best interest of the public to reduce unnecessary costs associated with the referendum process.

WHEREAS, the Village of Salmo recognizes that if the fire apparatus was to increase the size of the fleet, that a referendum would still be required.

NOW, THEREFORE, BE IT RESOLVED

The Provincial Government to remove the need to have a referendum to replace a fire apparatus for municipalities under 15,000 population. This shall include all associated costs such as administrative expenses, public engagement activities, and the conduct of the referendum.

For cost efficiency the funds for the referendum process, including staff time, publication expenses, and logistics, shall be redirected towards the total purchase cost for the replacement fire apparatus, reducing the overall financial burden on the community.

Public communication will ensure clear and transparent communication with residents regarding the decision to apply referendum funds to the purchase of a replacement fire apparatus by the municipality. The municipality will continue to prioritize the safety of the community while balancing fiscal responsibility.

PASSED and ADOPTED this \_\_\_ day of [Month], 2025.

By the Council of the Village of Salmo:





# The Corporation of the Village of Salmo

## REGULAR MEETING #19-24 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, December 10, 2024 at 7:00 p.m.

**PRESENT:**

<u>In Person:</u>	Councillor Kenzie Neil
Mayor Diana Lockwood	CAO Derek Kwiatkowski
Councillor Melanie Cox	Members of the Public -2
Councillor Jonathon Heatlie	<u>Electronically:</u>
Councillor Jennifer Lins	Members of the Public -1

**CALL TO ORDER:** Mayor Lockwood called the meeting to order at 7:01 p.m.

**AGENDA:**

R1-19-24

Moved and seconded, that the agenda of Regular Meeting #19-24 of Tuesday, December 10, 2024 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section, an Administrative Report section, a Public Question period and an *In Camera* section.

Carried.

**DELEGATIONS:** NIL

**NEW BUSINESS:** NIL

**MINUTES:**

R2-19-24

COTW

November 25, 2024

Moved and seconded, that the minutes of the Committee-of-the-Whole meeting of Monday, November 25, 2024 be adopted as presented.

Carried.

R3-19-24

Regular Meeting

November 26, 2024

Moved and seconded, that the minutes of the Regular Council meeting #18-24 of Tuesday, November 26, 2024 be adopted as presented.

Carried.

**ADMINISTRATIVE REPORT:**

R4-19-24

Water Leak Repair

Moved and seconded, that Council approve the additional funds necessary to complete the 3 water leaks to be taken out of the Village water reserves. (see *Appendix A*).

Carried.

R5-19-24

RDCK Housing Needs  
Reports - Final Reports

Moved and seconded, that Council receive the "Regional District of Central Kootenay Housing Needs Report Update: Regional Summary Report, Electoral Area Summary Report, and Community Profile for the Villages of Salmo" for information. (see *Appendix A*).

Carried.

R6-19-24  
Indigenous Engagement  
– Emergency and  
Disaster Management  
Act Update

Moved and seconded, that Council receive for information the report prepared by CAO Kwiatkowski. (see *Appendix A*).

Carried.

R7-19-24  
Waste Collection  
Contract

Moved and seconded, that the contract for garbage services be awarded to GFL Environmental Inc. for the period of January 1, 2025 to December 31, 2026, with an option to renew for an additional two years; AND FURTHER, that Council authorize the Mayor and Corporate Officer to execute the contract. (see *Appendix A*).

Carried.

**REFERRALS FROM DELEGATIONS: NIL**

**REFERRALS FROM PRIOR MEETINGS: NIL**

**POLICY DEVELOPMENT & REVIEW:**

R8-19-24  
Parks and Amenities  
Inspection Policy PW-  
015

Moved and seconded, that Council approve the Parks and Amenities Inspection Policy PW-015.

Carried.

**BYLAW DEVELOPMENT & REVIEW:**

R9-19-24  
Council Procedure  
Bylaw #663, 2014

Moved and seconded, that Council approve the 2025 council meeting schedule as presented, cancelling the July 22, August 12, and December 23 meetings due to vacation scheduling and the November 11, 2024 meeting due to Remembrance Day.

Carried.

R10-19-24  
Village of Salmo  
Volunteer Fire  
Department Bylaw  
#518, 2003

Moved and seconded, that Council formally appoint Mr. David Hearn as the Village of Salmo Fire Chief for 2025 as required in Part 6 of the "*Village of Salmo Volunteer Fire Department Bylaw #518, 2003*".

Carried.

**ACCOUNTS PAYABLE:**

R11-19-24

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from November 22, 2024 to December 5, 2024 totaling \$42,590.79.

Carried.

**CORRESPONDENCE REQUIRING A COUNCIL DECISION: NIL**

**CORRESPONDENCE FOR INFORMATION ONLY:**

R12-19-24 Moved and seconded, that Council receive for information the following correspondence from:

- 1) Columbia River Treaty Local Governments Committee Re: Update on CRT Local Government Committee Activities - #63
- 2) Salmo Lions Club Re: Reflective Address Sign Campaign - #64

Carried.

**MEMBER REPORTS & INQUIRIES:**

Councillor Cox NIL

Councillor Heatlie NIL

Councillor Lins Councillor Lins reported that the Salmo Legion Senior’s Supper was well received.

Councillor Neil Councillor Neil reported on the upcoming Library meeting to be held on December 18<sup>th</sup>, 2024.

Mayor Lockwood See *Appendix B*.

R13-19-24 Moved and seconded, that the verbal and written reports of Mayor and Council be received for information. Carried.

Verbal & Written Reports of Mayor & Council

**PUBLIC QUESTION PERIOD: NIL**

**IN CAMERA RESOLUTION:**

R14-19-24 Moved and seconded, that the meeting be closed to the public under *Community Charter* Section 90(1)(c) labour relations or other employee relations.

Carried @8:12 p.m.

**RECONVENE OPEN MEETING:** Council reconvened the meeting @ 8:30 p.m.

**ADJOURNMENT:** Moved and seconded, that the meeting be adjourned. Carried @ 8:31 p.m.

R15-19-24

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, December 10, 2024.

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Mayor

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Chief Administrative Officer/CO







# The Corporation of the Village of Salmo

## Request for Decision

Report Date: December 8, 2024  
Meeting Date: January 14, 2025 (#01-25)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: Rezoning: 1023 Glendale Avenue

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### 1. OBJECTIVE

For Council to approve the rezoning of 1023 Glendale Avenue.

### 2. DISCUSSION AND ANALYSIS

#### ***LOT A PLAN EPP113549 DISTRICT LOT 206 KOOTENAY LAND DISTRICT (1023 Glendale Avenue)***

This rezoning is in response to an administrative oversight during the subdivision process of the parent parcel in 2022. The parcel was supposed to be changed to R-1 (Single and Two Family Residential) in the process but has remained R-3 (Mobile Home Park). There is a proposed basement development permit application that administration is unable to process due to this error.

According to Section 464 of the Local Government Act, the Village is not required to hold a public hearing for the change.

### 3. RECOMMENDATION

That staff be directed to prepare a zoning amendment bylaw for the rezoning change for property ***LOT A PLAN EPP113549 DISTRICT LOT 206 KOOTENAY LAND DISTRICT (1023 Glendale Avenue)*** to R-1 (Single and Two Family Residential) to be brought forward for consideration at the next regular council meeting.

### ALTERNATIVES

1. That Council deny the rezoning of the parcel in question.





# The Corporation of the Village of Salmo

## CAO Report

Report Date: January 8, 2024  
Meeting Date: January 14, 2025 (#01-25)  
From: CAO Derek Kwiatkowski  
Subject: Referendum Requirement for Fire Truck

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### **BACKGROUND:**

The Village is working towards the purchase of a new fire apparatus in 2031 as this date has been confirmed by the Fire Chief. As part of the diligence for the fund our potential large purchases (the fire truck & water reservoir), an opportunity is available for large purchases that do not involve taking an issue to a referendum but would involve an AAP (alternative approval process). The AAP is used for “testing the waters” of resident feedback & used if there is no “significant” feedback from the residents. If there is less than 10% response from residents for the AAP, then Council can proceed with the purchase as they see fit. If there is more than 10% response from residents, either a referendum must be had, or Council must put the process on hold & determine other alternatives for the purchase.

An excerpt includes *“When 10% or more of eligible electors sign and submit an elector response form during an AAP, then the issue would be considered significant. At this point a local government has two choices –to proceed to elector assent or put the matter on hold and develop other alternatives for the local government to consider. When a local government has decided to proceed with the initiative – it would then be required to hold assent voting in relation to the proposed bylaw.”*

Ultimately, Council has the option of using and AAP where they think it is appropriate, if ever. An advantage is that an AAP is less cost & a faster process than a referendum. The downside is the cost associated with completing both the AAP and the referendum if there is significant feedback from the residents.

The link for AAP is found at [https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/alternative\\_approval\\_process\\_guide.pdf](https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/alternative_approval_process_guide.pdf)

### **Staff Recommendation:**

That Council accepts the CAO report for information.





# The Corporation of the Village of Salmo

## Request for Decision

Report Date: January 9, 2025  
Meeting Date: January 14, 2025 (#01-25)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: Water Meter Pilot Program

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### 1. OBJECTIVE

For Council to approve the Village's enrollment in the Water Meter Pilot Program.

### 2. DISCUSSION AND ANALYSIS

In 2024, the Village began discussions regarding the status of the water infrastructure, including a large increase in water usage during late summer 2024. The Village can actively track water usage from the 2 water wells but cannot narrow down the location of any leaks. Installing water meters is the best method to determine the location of any potential leaks with the highest level of accuracy & speed. The cost of this undertaking would not be possible without additional grant availability. This pilot program provides this option.

The Water Meter Pilot Program is available for small communities under 5,000 connections. The grant provides the ability for "Universal Metering" or "District Area Metering".

- Purchase and installation of water meters at all or most remaining unmetered single-family residential connections within the water service area.
- "Universal metering" – purchase and installation of water meters at all or most remaining unmetered single-family residential, multi-family residential, and industrial/commercial/institutional connections within the water service area.
- "District area metering" – purchase and installation of meters that isolate water consumption within defined zones within the water service area, regardless of whether all customer connections within individual district areas are metered.

This will assist the Public Works Department with identifying the location and severity of any existing water leaks & provides increased monitoring capabilities for the current utility funding structure.

There are monitoring requirements that would exist as a condition of funding for up to 6 years, however, the software installed with the water meters will fulfil this requirement.

It should be noted that installation of meters does not require the Village to begin billing for water usage (although it is recommended under the grant that this is considered). Unless there is cultural resistance for installing water metering service, metering the entire Village should be considered as this program will cover 100% of capital and installation costs with a total project cap of \$5,000,000, which the Village will not exceed.

Submission deadline for this project is January 30, 2025. This program began in 2024, with the 2025 intake opening on December 12.

3. **RECOMMENDATION**

That Council direct staff to schedule a Committee of the Whole meeting for further discussion with the public.

**ALTERNATIVES**

1. That Council direct staff not to pursue the Water Meter Pilot Program.



Generalized Question	Response
<p>If we are a community with greater than 5000 water service connections can we part of the program if we intend to phase the water metering?</p>	<p>Unfortunately, water systems with more than 5,000 water service connections are not eligible to participate. This program is intended for smaller water systems.</p>
<p>Should we include supplemental information (e.g. reports providing background on why we require metering)?</p>	<p>There is no word limit to the open field questions in the Application Guide, but applicants are encouraged to be as succinct as possible with their answers to facilitate review.</p>
	<p>Supplemental material may be attached to the application in PDF or Excel format along with the Application Form and sent to <a href="mailto:metering@kwl.ca">metering@kwl.ca</a>. Supplemental materials will be reviewed provided they are consistent with what is asked for in s. 6 of the Project Applicant Guide. Where practical, applicants are encouraged to provide excerpted pages where water metering benefit/cost or feasibility analysis is embedded in longer planning documents such as water master plans.</p>
<p>How is the funding provided?          Do communities pay for the services and materials first and the grant covers the dollar amount or are communities provided a set dollar amount?</p>	<p>Funding will be provided to successful applicants shortly after contribution agreements are signed prior 31 March 2025. This means that funding will be provided before meter installation works commence. Communities will not be required to pay for materials or services then apply for reimbursement. Communities will be provided with a set dollar amount based on the budget provided in the application.</p>
<p>Can communities with less than 300 service connections be eligible for the program?</p>	<p>Applications based on fewer than 300 water service connections may be considered. Regional districts, municipalities and First Nations that own multiple water systems also may apply for multiple systems in their jurisdiction; there is no limit to the number of water service areas you may include. The total number of water service connections in the application may not exceed 5,000 and the maximum grant amount is \$5 million per applicant. Preference may be given to applications with fewer than 3,000 water service connections in total.</p>

Generalized Question	Response
<p>Is there a presentation which goes along with this program that would help to demonstrate the benefits of a water metering program. It would also be helpful to have more information that what is provided in the invitational document.</p>	<p>A general presentation on water metering has not yet been prepared for this program. More information on the program can be found in the Application Guide, available on request by emailing <a href="mailto:metering@kwl.ca">metering@kwl.ca</a>. Additional questions can also be asked to <a href="mailto:metering@kwl.ca">metering@kwl.ca</a> and someone will respond within 5 business days.</p>
<p>Can I assume that this funding would only apply to those communities that don't already have water meters installed?</p>	<p>Funding is intended for communities that are not universally metered, with primary focus on metering single family residential connections. Partially metered communities with 300-5,000 connections are eligible.</p>
<p>Could you please confirm that the BC Water Meter Pilot Project is limited to water systems under 5,000 water service connections?</p>	<p>Unfortunately, water systems with more than 5,000 water service connections are not eligible to participate. This program is intended for smaller water systems.</p>
<p>It looks like this project is trying to provide metering in water systems where there currently isn't metering being done. Is that right? We are looking to replace all of our meters and I feel like that isn't encompassed in this opportunity. Please let me know.</p>	<p>Pilot project funding is intended for communities that are not already metered, with specific focus on the single-family residential sector. Replacing aged meters in a system that is already universally metered is not an eligible project.</p>
<p>Follow up question to the above: If the intention is to only duplicate the "Cost Schedule" tab for a multi-system application, what is your recommendation for answering the following that have system specific drop-down selections (first is on the "Eligibility" tab, second is on the "Project Information" tab):</p>	<p>No. Only the cost tab is to be duplicated. The first two tabs are to be a roll-up of the entire project. Communities may add additional information about multiple water systems in a supplemental document if it helps to explain the scope or key details of the application.</p>



Generalized Question	Response
<p>The part that I found rather onerous for our Improvement District is the requirement that there would be at least 300 connections in the WD, to qualify in the application process. My understanding is that smaller 'districts' will need to apply together with other WDs in our Municipality, to reach the 300 minimum.</p> <p>This could prove challenging because the present un-metered districts in our Municipality are managed independently and are physically a few kilometers apart from each other. Do you have any advice on this?</p>	<p>There is likely some flexibility on the minimum number of service connections per applicant. However, if multiple improvement districts within a single municipality or regional district are interested in participating in the pilot, a single, combined application submitted or endorsed by the local government, for metering a total more than 300 connections, would increase the likelihood of selection.</p>
<p>Per the project application guide section 2.2 per.. "To be eligible for funding, meters purchased and installed must be capable of collecting customer meter data on at least hourly intervals and transmitting the data to central data collection points (i.e., Advanced Metering Infrastructure or "AMI".</p> <p>The Town currently has AMR (automated meter reading) on the meters that are currently installed where we can collect hourly intervals, but this is not live. When requested or required we download the data. We have priced the AMI and just to confirm the need to switch from AMR to AMI will be a requirement of this funding?</p>	<p>Yes. For pilot communities to participate in the research, we will require new and existing meters to be connected to an AMI system that collects meter data to a central server to ensure consistency and accuracy of water use data. The costs of the AMI system are eligible project expenses.</p>

Generalized Question	Response
<p>1. Would purchase and installation of a commercial, metered water stand fall under the ineligible “bulk water metering”?</p> <p>2. Where will customer water use data be stored by the program/province? In Canada?</p>	<p>We interpret this to mean a new bulk water filling station that would be connected to the community water system. Installing a meter on a new service connection is not an eligible project category, and installing a bulk water filling facility is not an eligible project category. The funding is intended for retrofitting existing, unmetered service connections to achieve universal metering, or for retrofitting district meters within the distribution system to establish zone metering.</p>
<p>1. The criteria calls for water distribution systems to service 300 to 5,000 connections. The Village of Belcarra has 270 connections in our water service area. Belcarra is also part of Metro Vancouver's water distribution system and receives water via a District of North Vancouver connection point.</p> <p>2. Belcarra has not yet completed a water meter benefit/cost analysis, feasibility study, or implementation plan within the past 10 years.</p>	<p>We have not yet developed specific protocols for data transfer and storage for the project; however, KWL and Econics are both wholly owned and operating in Canada and our project teams and servers that will be used to store project data are located in British Columbia. We will provide data security and privacy protocols to pilot communities before meter data collection commences.</p>
<p>In considering the shortfalls listed above, please indicate if it is advisable to move forward in the application process or would this exclude the Village of Belcarra from participating in the grant funding program.</p>	<p>It is not an eligibility requirement to have an existing metering feasibility study or plan to participate in the pilot project, and there is some flexibility on the minimum number of connections. However, communities that can clearly demonstrate past interest and organizational readiness for metering are more likely to be selected than otherwise similar communities that are unable to provide evidence of past interest in metering.</p>

Generalized Question	Response
1)The cost estimate spreadsheet allows for a single entry for new SFR meters. Some communities may find that a minority of meters must be placed at property line in buried vaults. How should an allowance for the additional costs for buried vault installations be included in that spreadsheet? I would be concerned about including it into the contingency as the extra costs for buried vaults is different than cost overruns. Also, it will make the contingency value look inflated as a percentage of the base cost estimate.	For compiling overall program cost information in a consistent format, we will require that cost estimates are submitted using the unmodified form in the application spreadsheet. Communities may append additional detail to support their cost estimates, including the calculation of average unit costs recorded in the application form for a meter category that reflect a range of installation details and estimated unit costs within that category. Core project cost estimates should include all foreseeable costs, and contingency allowances should reflect only the margin of uncertainty in total estimated costs.
Is it allowed that the municipality add lines into the spreadsheet to show the vault installation allowances, or other cost factors?	
2)The same question exists for the other new meter classifications.	

Generalized Question	Response
<p>For regional districts interested in applying for this grant program, exactly what types of Advanced Metering Infrastructure or “AMI” is required to be eligible for the program?</p> <p>Currently we use the Neptune Mach10 R900i and it offers both AMR/AMI capabilities, but we are currently using AMR data collection methods for our meters.</p> <p>We are interested in applying for Zone Metering for our region, but wanted to clarify if AMI is a strict requirement for meeting eligibility for purchase and installation of meters that isolate and measure consumption within defined districts or zones</p>	<p>For universal metering applications, AMI is required. For a zone metering application, other communication protocols that can collect meter data at a similar frequency (i.e daily to hourly) such as SCADA would also be eligible; however, deployment of a new SCADA system would not be eligible.</p>
<p>I’m inquiring about this program on behalf of multiple interested water services within our regional district. We do not have any applicable services with more than 300 connections, and initially believed we were unable to apply for support. However upon review of the Q&amp;A session, I see there may be an opportunity.</p> <p>Could you confirm that;</p> <ol style="list-style-type: none"> <li>1. Services with fewer than 300 connections may be considered for funding.</li> <li>2. Multiple services may be combined into a single application in order to exceed 300 connections.</li> </ol>	<ol style="list-style-type: none"> <li>1. There may be limited leeway for services less than 300 connections. These will need to be assessed on a case to case basis.</li> <li>2. Multiple services can be combined into a single application to exceed 300 connections.</li> </ol>
<p>Can you confirm that the pilot program will cover all installation costs, not just the purchase.</p>	<p>Installation costs are included. Please refer to the application guide which summarizes eligible costs in greater detail.</p>

Generalized Question	Response
<p>Do you have a word version of the application package. Working on a spreadsheet is a challenge when it comes to being able to print and read answers, share with others for review and so on?</p>	<p>At this time, no word version of the application package is available / has been prepared.</p>
<p>The District/community currently has approximately 1,500 residential water connections and all are metered however the meters are ~15 years old and are set up with an AMR system.</p> <ul style="list-style-type: none"> <li>•would the District/community be eligible through this pilot project to upgrade their meters to an AMI system? or,</li> <li>•would the District be eligible through this pilot project to install zone meters</li> </ul>	<p>Universally metered systems are ineligible, but partially metered communities are eligible. If a partially metered system has meters older than 10 years that are not compatible with modern AMI systems, the project scope and cost estimate should include replacement of the existing meters.</p> <p>For a zone metering application, nothing in the project eligibility criteria expressly prohibits this type of project. However, if the number of applications exceeds available funding (which we anticipate), it is likely that funding would go to communities that have not already metered their single family residential connections.</p>







# The Corporation of the Village of Salmo

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## CAO Report

Report Date: January 10, 2024  
Meeting Date: January 14, 2025 (#01-25)  
From: CAO, Derek Kwiatkowski  
Subject: 2025 Budget Update

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### **BACKGROUND:**

Administration has been meeting with the departments for creating a draft budget for 2025. Costing is being finalized, with most of the requested projects from staff being completed. There is also consideration being taken for increasing the preventative maintenance on some of the Village's core infrastructure that is out of line with industry standards. These costs are currently being detailed to determine how operations are affected.

Staff is also costing specific items documented in the Strategic Plan to include for consideration in the budget as well as the regional projects that are to be completed in 2025.

Administration has provided these items to the CFO to determine the appropriate options for funding, particularly focusing on grant intakes & what, if any, impacts are on reserves. Staff is also working to improve the ease of financial tracking.

Council will be provided with a first draft of the 2025 budget at the next Council Meeting.

### **Staff Recommendation:**

That Council accepts the CAO report for information.





Village of Salmo  
Accounts Payable December 6, 2024 to January 9, 2025

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
017884	2024-12-11	Ace Courier Systems	Water Sample, WWTP Supplies Shipping	\$214.86
017913	2025-01-03	Ace Courier Systems	Water Sample Shipping	\$83.53
017900	2024-12-18	Air Liquide Canada Inc.	Fire Department Supplies	\$16.80
017940	2025-01-08	AKBLG	Annual Membership Dues	\$341.27
017901	2024-12-18	B Speers Contracting	Lift Station Maintenance	\$168.00
017902	2024-12-18	BC Vactoring Services Ltd	Sewer Line Maintenance	\$1,659.00
017915	2025-01-03	BH Safety Gear	Shop Supplies	\$144.38
017914	2025-01-03	Brandt Tractor Ltd.	1998 Loader Supplies	\$101.30
017930	2025-01-08	Brogan Fire Safety	Turnout Gear Expense	\$3,292.80
017916	2025-01-03	Caro Analytical Services	Annual Water Testing	\$404.25
EFT	2024-12-10	Collabria	F.D./Office Supplies/Promo/Public Works/WWTP	\$2,107.84
017912	2024-12-20	Columbia Basin Broadband Corporation	Office Internet	\$280.00
017903	2024-12-18	Commissionaires British Columbia	Bylaw Enforcement	\$480.78
017931	2025-01-08	Commissionaires British Columbia	Bylaw Enforcement	\$283.45
017929	2025-01-07	Corcoran Conrad	Refund for Overpayment	\$770.00
017917	2025-01-03	Crews Control Flagging Ltd.	Flagging Expense for Bridge Work	\$1,207.50
017932	2025-01-08	Custom Dozing Ltd.	Water Leak/Snow Plowing Services	\$2,302.13
017933	2025-01-08	D-H Cheque Services Corporation	Office Supplies	\$789.27
EFT	2024-12-18	Eco/Logic Environmental	2024 Annual Report	\$1,034.25
017934	2025-01-08	Evening Ridge Forest Products	Snow Plowing Services	\$231.00
EFT	2024-12-18	Fortis BC - Natural Gas	Natural Gas Expense	\$35.84
EFT	2024-12-18	Fortis BC - Natural Gas	Natural Gas Expense	\$383.05
EFT	2024-12-18	Fortis BC - Natural Gas	Natural Gas Expense	\$253.39
EFT	2024-12-18	Fortis BC - Natural Gas	Natural Gas Expense	\$421.16
EFT	2024-12-18	Fortis BC - Natural Gas	Natural Gas Expense	\$32.27
EFT	2024-12-18	Fortis BC - Natural Gas	Natural Gas Expense	\$37.15
EFT	2025-01-03	Fortis BC - Natural Gas	Natural Gas Expense	\$73.19
EFT	2024-12-11	Fortis BC Inc.	Electricity Expense	\$1,364.68
EFT	2024-12-11	Fortis BC Inc.	Electricity Expense	\$762.18
EFT	2024-12-11	Fortis BC Inc.	Electricity Expense	\$1,113.22
EFT	2024-12-18	Fortis BC Inc.	Electricity Expense	\$98.68
EFT	2025-01-03	Fortis BC Inc.	Electricity Expense	\$1,439.11
EFT	2025-01-03	Fortis BC Inc.	Electricity Expense	\$238.69
EFT	2025-01-03	Fortis BC Inc.	Electricity Expense	\$796.52
EFT	2025-01-03	Fortis BC Inc.	Electricity Expense	\$2,193.53
EFT	2025-01-03	Fortis BC Inc.	Electricity Expense	\$1,114.12
017918	2025-01-03	Frontier Power Products Ltd.	Glendale Generator Conversion	\$5,272.63
EFT	2024-12-10	GFL Environmental Inc. 2020	CW/WWTP Garbage Services	\$3,056.98

Village of Salmo  
Accounts Payable December 6, 2024 to January 9, 2025

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
EFT	2024-12-10	GFL Environmental Inc. 2020	Garbage Services	\$7,938.57
017919	2025-01-03	GFL Environmental Inc. 2020	Excess Garbage Tags for 2024	\$376.75
EFT	2025-01-08	GFL Environmental Inc. 2020	Garbage Services	\$12,899.02
017889	2024-12-11	I.C.B.C.	2025 Liability Insurance	\$44.00
017890	2024-12-11	I.C.B.C.	2025 Fleet Insurance	\$14,448.00
EFT	2024-12-13	Imperial Oil Esso	F.D./Fleet Fuel Expense	\$1,841.84
EFT	2024-12-13	Imperial Oil Esso	F.D./Fleet Fuel Expenses	\$1,156.63
017905	2024-12-18	Inland Allcare	Fire Department Supplies	\$162.13
017925	2025-01-03	Kelowna Barrette	Janitorial Services	\$477.75
017920	2025-01-03	Kootenay Industrial Supply Ltd.	Snow Blower Supplies	\$80.42
Pre-Authorized Debit	2024-12-12	Kootenay Savings Credit Union	Service Fees	\$45.00
EFT	2024-12-12	Lidstone & Company	Legal Services	\$2,061.84
017922	2025-01-03	Lockwood Diana	Cellphone Expense Reimbursement	\$75.59
017921	2025-01-03	Lordco Auto Parts	Plow Truck Supplies	\$10.30
017924	2025-01-03	Martech Motor Winding Ltd.	Lift Station Maintenance	\$2,333.86
017923	2025-01-03	Minister of Finance	Annual Mine Permit Fee	\$150.00
EFT	2024-12-11	Passmore Laboratory Ltd.	Water Testing Expense	\$200.00
017935	2025-01-08	Passmore Laboratory Ltd.	Water Sample Testing	\$200.00
EFT	2024-12-11	Receiver General for Canada	Nov 2024 Payroll Remittance	\$11,692.37
EFT	2024-12-18	Redwood Engineering Ltd	Guardrail Engineering Expense	\$1,379.02
017936	2025-01-08	Redwood Engineering Ltd	Guardrail Engineering Expense	\$3,676.50
EFT	2025-01-08	Rogers	Cellphone Expense	\$125.13
Pre-Authorized Debit	2025-01-09	Royal Bank Central Card Services	Service Fees	\$76.11
017888	2024-12-11	S.C. Mechanics	2012 F150 Maintenance	\$1,013.72
017899	2024-12-13	Salmo Foods Ltd	Office/F.D. Supplies - Gift Certificates	\$540.00
017886	2024-12-11	Salmo Valley Newsletter	Christmas Advertising	\$25.00
017898	2024-12-13	Salmo Village Grocery	Office/F.D. Supplies - Gift Certificates	\$665.00
017938	2025-01-08	Salmo Village Grocery	Office Supplies	\$77.74
017885	2024-12-11	Salmo Volunteer Fire Department	Bylaw 557 - Annual Remittance	\$1,840.00
017927	2025-01-03	Selkirk Irrigation	Railway Garden Sprinkler Maintenance	\$139.13
017911	2024-12-18	Singh Gurjit	Refund for Business License Overpayment	\$275.00
017937	2025-01-08	Skyway Hardware (1985) Ltd.	Curling Rink, Shop, WWTP Supplies	\$193.06
017904	2024-12-18	Startup HVAC Solutions LTD	Glendale Generator Site Review/Gas Line, Wellness Centre Maintenance	\$2,699.19
017887	2024-12-11	Summit Truck & Equipment	F.D. 1999 E5, F.D. 2000 International CVIP/Maintenance	\$3,533.02
017926	2025-01-03	Summit Truck & Equipment	Dump Truck CVIP/Maintenance	\$2,195.97
017928	2025-01-03	Sunco Communication & Installation	IT Services	\$1,915.09
EFT	2025-01-03	Telus	Alarm Monitoring	\$26.25
EFT	2025-01-03	Telus	Alarm Monitoring	\$31.50

Village of Salmo  
 Accounts Payable December 6, 2024 to January 9, 2025

Cheque #	Pay Date	Vendor Name	Description	Paid Amount
EFT	2024-12-11	Telus Communications Inc.	Telephone/Fax/Internet Expense	\$2,377.39
EFT	2024-12-11	Telus Communications Inc.	Office Fax Expense	\$85.01
EFT	2024-12-12	Waterline Resources Inc.	Water Source Protection Plan	\$301.93
EFT	2024-12-12	Waterline Resources Inc.	Water Source Protection Plan	\$5,884.04
017939	2025-01-08	Wholesale Fire & Rescue Ltd.	Turnout Gear Expense	\$25,421.70
		Employee Benefits, Reimbursements and Salaries (PP24, PP25, Council 12)		\$42,695.56
		<b>Total:</b>		<b>\$187,984.93</b>

Credit Card Details:	
F.D. GPS Subscription	\$72.74
Office Supplies	\$148.53
Promo Items	\$903.31
PW EOCP Dues	\$563.85
Staff Training	\$190.81
WWTP Supplies	\$228.60
	<b>\$2,107.84</b>





# The Corporation of the Village of Salmo

## Request for Decision

Report Date: December 17, 2024  
Meeting Date: January 14, 2025 (#1-25)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: Community Wood Smoke Reduction Program

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### 1. OBJECTIVE

For Council to provide direction for the enrollment in the "Community Wood Smoke Reduction Program" for 2025.

### 2. DISCUSSION AND ANALYSIS

The Community Wood Smoke Reduction Program is an initiative of the provincial government and the Lung Association of BC. Annually, the Village of Salmo declares its enrollment in the program. If enrolled, the Village is required to advertise the program on the Village website, contribute \$100 for each applicable rebate & disburse the rebate cheques.

The Village has allowed 2 applications each year in the history of this program with few applications.

The deadline for a Council resolution is on or before January 15, 2025.

### 3. RECOMMENDATION

That Council approve the enrollment in the "Community Wood Smoke Reduction Program" for 2025 for a maximum of 2 applications.

### ALTERNATIVES

That Council decline the enrollment in the "Community Wood Smoke Reduction Program" for 2025.





December 13, 2024

Derek Kwiatkowski, Chief Administrative Officer  
Village of Salmo  
423 Davies Avenue, Salmo, BC V0G 1Z0  
o: 250.357.9433 e: [cao@salmo.ca](mailto:cao@salmo.ca) w: [www.salmo.ca](http://www.salmo.ca)

Dear Derek Kwiatkowski:

RE: COMMUNITY WOOD SMOKE REDUCTION PROGRAM

The Community Wood Smoke Reduction Program is an initiative of the provincial government and the Lung Association of BC. The primary goal of the program is to improve air quality and reduce health problems attributable to wood burning. The program provides a financial incentive for residents to replace old, inefficient woodstoves with new, efficient, EPA-certified heating appliances. An education campaign is also part of the program.

The provincial grants allocated will be \$600 grants for the replacement of a non-EPA certified stove or insert with an EPA certified wood stove and \$1000 if the appliance replacing the non-EPA/CSA wood burning stove is a cleaner burning appliance such as a pellet stove or \$1500 for an electric heat pump. The RDCK will no longer will be providing a rebate for propane or natural gas replacements.

The program has made an initiative to encourage First Nations to participate in the Community Wood Smoke Reduction program. The provincial grant for first nations will be \$1200 grants for the replacement of a non-EPA certified stove or insert with an EPA certified wood stove and \$2000 if the appliance replacing the non-EPA/CSA wood burning stove is a cleaner burning appliance such as a pellet stove, and \$3000 for an electric heat pump.

The RDCK is asking if you would like to continue participating in this valuable program throughout 2025:

As a participant in the program, the municipality will be required to do the following:

- Advertise the program on your municipal website;
- Contribute a \$100 rebate for each stove exchanged within your municipality (*Note – your Council may specify a maximum number of rebates for 2025*); and
- Disburse rebate cheques to successful program applicants (*Note – for each exchange, the RDCK will disburse the provincial rebate and then send payment details and a copy of the successful application to the relevant municipality*).

**To confirm that your municipality intends to participate, we require a Council resolution or a letter from your CAO/CFO. Please send this information for my attention by or before January 15, 2025.**

Sincerely:

Nancy Metz  
Administration Assistant Environmental Services  
[Nmetz@rdck.bc.ca](mailto:Nmetz@rdck.bc.ca)  
250-352-1529

DATE Dec. 13/24  
NO 65 TO M+C - Jan. 14/25  
FILE NO 0400-60/1850-30  
VILLAGE OF SALMO

DATE Jan. 8/25  
NO 01 TO M+C-JAN.14/25  
FILE NO 1850-30  
VILLAGE OF SALMO

Wednesday January 8th, 2025

Subject: Request for Sponsorship Support

Dear Village of Salmo Council Members,

The West Kootenay BMX Racing Club is excited to share that we have received a \$1,000 grant from the Salmo Valley Fund to support the purchase of loaner bikes for our All-Ages Access Program. This initiative aims to make BMX racing accessible to everyone in our community by providing bikes to those who may not have their own.

The funders are asking for a letter of support from the Village. Please let me know if there is anything further I need to provide to you. Thank you for considering our request.

Warm regards,

Lyndon Schiewe  
Track Operator  
West Kootenay BMX Racing Club  
250-777-1896





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

## MAYOR LOCKWOOD

Mayor Report for Council Meeting held on January 14, 2025.

**Salmo & Area G Emergency Preparedness Committee:** Next meeting February 24 and September 29, 2025.

**Fire Department:** I have put forward a resolution to the council requesting the provincial government remove the need to hold a referendum to purchase a fire apparatus that replaces one we have that is aging out. This is not asking to remove any referendum to purchase a fire apparatus that adds more to the fleet just to replace what we have already.

**Citizen Engagement:**

**Salmo & District Arts Council:**

## RDCK:

**Board:** the Housing Needs Report (HNR) was presented by M'AKOLA Development Services and Turner Drake & Partners. Numbers used in the report to project housing needs are used from the BC Government Site that does not have actual numbers from BC Stats. The projected numbers for housing don't take in consideration for infrastructure. This report is mandated by the BC Government and the contractor used a standardized HNR demand calculation methodology which is a BC Government tool. This report needs to be on our website by January 1, 2025, and will have a disclaimer that council and staff understand that these numbers are in accurate and are estimated.

Salmo and Area G Commission members are Margaret MacDonald and Andrew Ellis for Salmo, Ian McInnes and Cindy Pratt for Area G and Susan Chew SD8 Trustee until December 31, 2026.

The board approved an amendment to the 2024 Financial Plan for Refuse Disposal Service \$187 to decrease the Proceeds from Equipment Financing by \$284,395 and increase the Transfer from Regular reserves by \$284,395 for the Central Loader.

I will continue to represent on the West Kootenay Transit Committee along with Director Popoff and Director Hewat being the Alternate.

The Central Kootenay Food Policy Council will receive funding for one year with support from Director Vandenburghe to determine if they are going in a direction that is not the same as another service we support.

**All Recreation:** TBD in 2025

## **Salmo & Area G Recreation Commission**

We have started talking about budgets and what that looks like for recreation in Salmo and Area G.

**Economic Trust of the Southern Interior – BC (ETSI-BC):** I have accepted an executive position on the board in financing.

**Central Resource Recovery:** Budget talks have begun for waste, recycling and organics.

**Joint Resource Recovery:** Next meeting January 15

**West Kootenay Hospital Board:** Next meeting January 22

**Nelson, Salmo, E, F, & G Regional Parks:** Next meeting January 21

**West Transit:** Next meeting January 10

**Other meetings of note:**

**Mayor's and chair Highway 3 Coalition:** May 7, 2025

**ETSI-BC Regional Advisory Committee:** I continue to be Chair for the RAC, and the next meeting is TBD

**Ministry of Transportation and Infrastructure:** Regional District of Kootenay Boundary reached out to me about issues on the Bombi and requested my attendance for a meeting with MOTI on December 19, 2024. I brought many concerns along with other participants and we sent a letter December 23, 2024, and received a response on January 10, 2025. See both letters attached to my report.



December 23, 2024

Greg Kinnear  
District Manager  
West Kootenay District Operations  
Ministry of Transportation

Jack Lesnik  
Area Manager  
West Kootenay District Operations  
Ministry of Transportation

Via email: [greg.kinnear@gov.bc.ca](mailto:greg.kinnear@gov.bc.ca)

[jack.lesnik@gov.bc.ca](mailto:jack.lesnik@gov.bc.ca)

Dear Mr. Kinnear,

**Re: Meeting regarding the Bombi Pass**

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Thank you for meeting with us, the undersigned, on December 19<sup>th</sup> to discuss maintenance priorities and concerns regarding the Bombi Pass.

We wanted to ensure we captured the scope and the details of our conversation:

- what is in the agreement between your ministry and the contractor, YRB
- Workers, contractors, students, tourists often travel the pass twice per day
- Leaving for work/school/appointments in mid-morning or mid-day might be okay but leaving from Fruitvale to the junction over the Bombi is not good
- Black ice and slush, particularly in the middle of the road, forces motorists off the road
- We understand that motorists must drive to the road conditions.
- We understand the Province and the contractor may have some financial restraints
- With snow in the forecast are the contractors ready to maintain this route?
- The timing of snow clearing, sanding, and salting seems to be the main issue – when the roads are cleaned
- Blades do not seem to be set low enough
- Camera on the Bombay has been out for along time
- Barriers could be higher at the danger points /cliff sides
- What was once was the best pass in the area is now arguably the worst

We also sought clarification on current standards as per the existing agreement:

- What product is being used –
- What are the agreed-upon standards?
- Are there enough staff and pieces of equipment?

We respectfully request the following:

- That the timing early and late-day maintenance be reviewed and that you consider changing operational needs to meet the needs of the community
- That you add barriers and increase the height of barriers
- That the camera be fixed; this is especially important as there is no cell service on the pass.
- Mandatory chain up for the Bombi should be required.
- That the risk of danger trees be mitigated as several trees have landed on the road. Is this a result of climate change?

In addition to the issues with the Bombi, another issue has been brought to the attention of the Electoral A director. A resident on Galloway said that road needs priority maintenance, as well as a mirror on the blind hill.

Thank you for taking the time to meet with us and listen to our concerns. We look forward to hearing from you.

Sincerely,

*Ali Grieve*

Ali Grieve  
Director  
Electoral Area A, RDKB

*Wes Startup*

Wes Startup  
Councillor  
Village of Fruitvale

*Mike Walsh*

Mike Walsh  
Director, RDKB  
Village of Montrose

*Diana Lockwood*

Diana Lockwood  
Mayor  
Village of Salmo

*Catherine Guesford*

Catherine Guesford  
Deputy Mayor  
Village of Fruitvale

cc: MLA Brittny Anderson  
MLA Steve Morissette

Ali Grieve – RDKB Director Electoral Area A  
Mike Walsh – Mayor of Village of Fruitvale  
Diana Lockwood – Mayor of Village of Salmo  
Catherine Guesford – Deputy Mayor of Village of Fruitvale  
Wes Startup – Councilor of Village of Fruitvale

Cc: MLA Brittany Anderson  
MLA Steve Morissette

January 10, 2025

**RE: Meeting Regarding the Bombi Pass**

Dear Ms. Grieve and those involved with concerns regarding the Bombi Pass,

I hope this letter finds you well and thank you for the productive in-person meeting on December 19, 2024.

Thank you for writing directly to the West Kootenay District with the Ministry of Transportation and Transit. Safety is the utmost priority for us at the ministry, and hearing concerns while keeping an open dialogue with agencies such as yourselves is important for us to ensure we are aware of residents and governing bodies concerns, while maintaining an open and transparent relationship.

This letter is in response to the letter we received on December 23 from Ms. Anitra Winje.

In response to your bullet form notes, I will reply in the same fashion for a clear and concise response for each concern you mentioned below.

In response to the summary of our conversation:

- Information regarding the contents of the Maintenance Agreement between the ministry and our maintenance contractor, YRB, was circulated to the group December 19<sup>th</sup>, 2024 by myself, Jack Lesnik.
- We understand Highway 3 is a high travelled route, and it is classified accordingly as an “A” class winter route – the ministry’s highest winter classification. During large snow events, it should be noted that YRB has been fulfilling their obligations in the agreement based off ministry observations. While we do consider all our highways safe for travel, for those that don’t feel safe travelling this high mountain pass during winter weather events, a possible message from RDKB and Villages may be to those concerned there are alternate routes available.
- YRB has been active in ensuring black ice, slush, and snow accumulations have been dealt with accordingly over the Bombi Pass this winter, with adequate operating procedures of salting, sanding, and plowing.
- YRB has full night shift, following which a foreman travels the Bombi each morning before 5AM and deploy resources as necessary from the Birchbank yard based on observations from night shifts work transitioning to priority locations each morning for day shift.
- The camera on the Bombi requires full replacement. The cameras can be good tools for quick glance at road conditions but should not be used as verbatim during winter weather events and motorists should be prepared for any winter driving conditions considering it is a high mountain

pass with high snow accumulations and steep grades. While very useful, these cameras are also not a representative sample of the entire highway.

- Following our meeting the ministry has committed to installing custom signs in 2025 at the base of both the Bombi and the Paulson passes, letting drivers know of the elevation, and to “Expect Sudden Weather Changes”. This will be especially useful for commercial vehicles that may not be familiar with the area.
- A barrier warrant can be explored by our District Engineer for the Bombi Pass to see if there are locations that warrant it. This highway is equipped with roadside concrete barriers that meet our standard for height.
- Products being used for winter maintenance are weather dependent. YRB works with the ministry closely regarding best applications for each storm, but the key products used during winter maintenance are Sanding, Salt, Brine (Salt mixture), Hot Loads (mix of salt and sand), and routine snowplow operations.
- YRB has enough staff for the region, and has sub-contractors, flaggers, and auxiliary staff on standby during the strongest weather events if needed. The ministry does not direct the maintenance contractor on who or how to hire.

Regarding your requests:

- YRB during the winter months has 24/hr. coverage. This includes all time of the day/night including peak travel hours with regular staffed employees, on-call sub-contractors, and on call auxiliaries.
- A barrier warrant throughout this section of highway can be explored for additional barrier locations. However, barrier higher than our standard will not be considered.
- The ministry is aware of the camera that is out of service and is working with engineers to have the proper hardware installed as timely as possible.
- Mandatory chain ups would be weighed against other provincial capital projects. The district can propose such a large investment project, but please note these projects can take years to make safety priority lists when compared against other major investment projects regarding safety in the province, and construction an additional significant timeframe.
- Following our meeting the ministry has committed to installing custom signs in 2025 at the base of both the Bombi and the Paulson passes, letting drivers know of the elevation, and to “Expect Sudden Weather Changes”. This will be especially useful for commercial vehicles that may not be familiar with the area.
- Danger tree monitoring and cleanup is part of YRB’s routine work during all seasons. As spoken about during the meeting, this is an exceptional year for fallen trees, most of which have appeared to be healthy trees. Predicting treefall when trees are not considered dead or “danger trees” is not possible. YRB has been ensuring tree cleanup is swift to clear the travelled lanes and full tree cleanup from Right of Way will be ongoing when there are weather breaks. We also had the discussion during the meeting that daylighting entire highways is not a possible endeavor or use of valuable taxpayer dollars living in British Columbia where every road is surrounded by trees.
- In lieu of the above bullet point, the ministry will be exploring options this year and for future years for further daylighting sections of the Bombi Pass through safety betterments.

YRB has been notified about your concerns with the Bombi, and we have passed along the message regarding Galloway and Mill Road, along with Fruitvale intersections for increased monitoring and sanding.

We again appreciate your taking the time to express your concerns and have a candid conversation with us at the ministry locally. We always prioritize safety, and your questions and concerns have been noted.

As always, if you have further questions, please don't hesitate to reach out directly

Sincerely,

Jack Lesnik  
A/District Operations Manager  
Ministry of Transportation and Transit  
[Jack.lesnik@gov.bc.ca](mailto:Jack.lesnik@gov.bc.ca)  
250-402-2610



