



The Corporation of the Village of Salmo

REGULAR MEETING #01-25 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, January 14, 2025 at 7:00 p.m.

PRESENT:

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

REGRETS: Councillor Melanie Cox.

CALL TO ORDER: Mayor Lockwood called the meeting to order at 7:04 p.m.

AGENDA:

R1-01-25

Moved and seconded, 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.

Carried.

DELEGATIONS:

Oakley Horton Re:
Safety Improvements to
Salmo's Road
Infrastructure - #02

The presentation included suggestions for traffic calming measures, parking, increasing pedestrian safety measures & road painting maintenance.

NEW BUSINESS:

R2-01-25

Resolution for AKBLG
Re: Requirement of a
Referendum for
Replacement of a Fire
Apparatus

Moved and seconded, that Council support bringing the resolution of removing the requirement of a referendum for the replacement of a fire apparatus to the AKBLG for consideration.

Carried.

MINUTES:

R3-01-25

Regular Meeting
December 10, 2024

Moved and seconded, that the minutes of the Regular Council meeting #19-24 of Tuesday, December 10, 2024 be adopted as presented.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

POLICY DEVELOPMENT & REVIEW: NIL

BYLAW DEVELOPMENT & REVIEW:

R4-01-25 Moved and seconded, that staff be directed to prepare a zoning
Rezoning – 1023 amendment bylaw for the rezoning change for property LOT A PLAN
Glendale Avenue 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.
Carried.

ADMINISTRATIVE REPORTS:

R5-01-25 Moved and seconded, that Council accepts the CAO report for
Referendum information. (see *Appendix A*).
Requirement for Fire Carried.
Truck

R6-01-25 Moved and seconded, that Council direct staff to apply for the Water
Water Meter Pilot Meter Pilot Program. (see *Appendix A*).
Program Carried.

R7-01-25 Moved and seconded, that Council accepts the CAO report for
2025 Budget Update information. (see *Appendix A*).
Carried.

ACCOUNTS PAYABLE:

R8-01-25 Moved and seconded, 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.
Carried.

CORRESPONDENCE REQUIRING A COUNCIL DECISION:

R9-01-25 Moved and seconded, that Council approve the enrollment in the
RDCK Community Wood “Community Wood Smoke Reduction Program” for 2025 for a
Smoke Reduction maximum of 2 applications.
Program - #65 Carried.

R10-01-25 Moved and seconded, that Council approve the request of the West
West Kootenay BMX Kootenay BMX Racing Club to provide a letter of support agreeing to
Racing Club Re: sponsor their application to the Salmo Valley Fund in the amount of
Sponsorship for Salmo \$1,000 to assist with the purchase of loaner bikes for their All-Ages
Valley Fund - #01 Access Program.
Carried.

CORRESPONDENCE FOR INFORMATION ONLY: NIL

MEMBER REPORTS & INQUIRIES:

Councillor Heatlie	NIL
Councillor Lins	Reported on snow removal near the secondary school, requesting that Public Works consider additional passes.
Councillor Neil	Reported on the Salmo Library moving forward with their Strategic Plan.
Mayor Lockwood	See <i>Appendix B</i> .
R11-01-25 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:

ADJOURNMENT: Moved and seconded, that the meeting be adjourned.
R12-01-25 Carried @ 8:43 p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, January 14, 2025.

Originally Signed By:

Diana Lockwood
Mayor

Derek Kwiatkowski
Chief Administrative Officer/CO

APPENDIX A



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

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 an 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

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

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.



The Corporation of the Village of Salmo

CAO Report

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

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.

APPENDIX B



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 S187 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

jack.lesnik@gov.bc.ca

Dear Mr. Kinnear,

Re: Meeting regarding the Bombi Pass

Thank you for meeting with us, the undersigned, on December 19th 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 Brittany 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 Brittny 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 19th, 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
250-402-2610

