



The Corporation of the Village of Salmo

REGULAR MEETING MINUTES

Minutes of the Regular Meeting of the Council of the Village of Salmo held in Council Chambers at 423 Davies Avenue in Salmo, B.C. on Tuesday, February 25, 2025 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	CAO Derek Kwiatkowski
Mayor Diana Lockwood	Members of Public - 2
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 7:00 p.m.

AGENDA:

R1-04-25 Moved and seconded, that the draft agenda of Regular Meeting #04-25 of Tuesday, February 25, 2025 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" include a Budget Discussion section, a New Business section, a Bylaw Development & Review section, a Public Question Period, and an *In Camera* section.

Carried.

DELEGATIONS: NIL

2025 BUDGET DISCUSSION:

R2-04-25 Moved and seconded, that Council accept the CAO report for information. (See *Appendix A*).

Carried.

NEW BUSINESS: NIL

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

R3-04-25 Moved and seconded, that the minutes of the Regular Council meeting
Regular Meeting #03-25 of Tuesday, February 11, 2025 be adopted as presented.
February 11, 2025

Tabled.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS: NIL

BYLAW DEVELOPMENT & REVIEW:

R4-04-25 Moved and seconded, that the "*Municipal Utilities User Fees Bylaw*
Municipal Utilities User #761, 2025", be given first reading.
Fees Bylaw #761, 2025 -
First Reading

Carried.

R5-04-25
Municipal Utilities User Fees Bylaw #761, 2025 -
Second & Third Reading

Moved and seconded, that the “*Municipal Utilities User Fees Bylaw #761, 2025*”, be given second & third reading.

Carried.

OPERATIONAL REPORTS:

R6-04-25
Civic Works

Moved and seconded, that Council receive for information the written report as presented by Civic Works Foreman Fred Paton dated February 20, 2025. (see *Appendix A*).

Carried.

R7-04-25
Fire Department

Moved and seconded, that Council receive for information the written report dated February 1, 2025 provided by Fire Chief David Hearn for the period of November 2024, December 2024, and January 2025. (see *Appendix A*).

Carried.

R8-04-25
Bylaw Enforcement

Moved and seconded, that Council receive for information the written report on bylaw enforcement for the period of November 2024, December 2024, and January 2025. (see *Appendix A*).

Carried.

R9-04-25
Administration – AKBLG

Moved and seconded, that Council approve Mayor Lockwood to attend the 2025 AKBLG AGM & Convention, including the attendance of the pre-convention sessions. (see *Appendix A*).

Carried.

R10-04-25
Administration – WWTP
Inspection Update

Moved and seconded, that Council rescind motion R2-0120-25 from January 20th, 2025 Special Council Meeting & further, that Council direct staff to use 2022 & 2023 LGCAP funding to cover the 2024 generator purchase & installation, 5% of CAO wages, with the remaining funds to purchase rip rap. (see *Appendix A*).

Carried.

Strategic Plan

NIL

FINANCIAL REPORTS:

R11-04-25
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from February 7, 2025 to February 20, 2025 totaling \$96,100.35.

Carried.

R12-04-25
Treasurer’s Report

Moved and seconded, that Council receive for information the Treasurer’s report for January 2025.

Carried.

CORRESPONDENCE REQUIRING A DECISION:

R13-04-25 Moved and seconded, that Council direct administration to request the
Royal Canadian Legion Salmo Legion to apply for a permit for a sea can on Legion property at
Branch #217 Re: the location noted as the secondary choice.
Permission to use Carried.
Village Property - #06

CORRESPONDENCE FOR INFORMATION ONLY:

R14-04-25 Moved and seconded, that Council receive for information the
following correspondence from:

- (1) AKBLG Re: Call for Nomination for AKBLG Executive Positions -
#07

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Heatlie NIL

Councillor Lins NIL

Councillor Neil NIL

Mayor Lockwood See *Appendix B*.

R15-04-25 Moved and seconded, that the verbal and written reports of Mayor
Verbal & Written and Council be received for information.
Reports of Mayor & Carried.
Council

PUBLIC QUESTION PERIOD: NIL

IN CAMERA RESOLUTION:

R16-04-25 Moved and seconded, that the meeting be closed to the public under
Sections 90(1)(c) labour relations or other employee relations and (g)
litigation or potential litigation affecting the municipality of the
Community Charter.
Carried.

RECONVENE OPEN MEETING: Council reconvened the meeting at 8:41 p.m.

ADJOURNMENT: Moved and seconded, that the meeting be adjourned.
R17-04-25 Carried.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, February 25, 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: February 21, 2025
Meeting Date: February 25, 2025 (#04-25)
From: CAO Derek Kwiatkowski
Subject: 2025 Budget - 2nd Meeting

BACKGROUND:

At the February 11th Regular Council Meeting, administration began 2025 budget discussions. Council provided feedback to administration for further discussions.

Administration has provided further context for the work completed & planned for the Wastewater Treatment plant as well as the Village water system. Public Works also has provided additional reasoning for equipment purchases. There is also an update to the grant applications & projects that Council has recommended.

Administration has removed all municipal building projects & large equipment purchases (with exception to the plow truck), as the Asset Management Plan will determine the proper course of action.

There will be a significant “sticker shock” as the grant applications for the Water Meter Pilot Program & Active Transportation grants have been applied for but not yet approved. These applications have been added to the capital project spreadsheet. The Village was approved for the REACH EOI, however, all other grant applications are outstanding.

The CFO has reached out to LGCAP for clarification on fuel efficiency standards for the potential purchase of the plow truck, yet to receive a response.

Staff Recommendation:

That Council accept the CAO report for information.



The Corporation of the Village of Salmo

CAO Report

Report Date: February 20, 2025
Meeting Date: February 25, 2025 (#04-25)
From: CAO Derek Kwiatkowski
Subject: CAO Report, Council Motion LGCAP Funding

BACKGROUND:

At the January 20, 2025 Special Council Meeting, Council passed a resolution (R2-0120-25) for spending the 2022 & 2023 LGCAP fundings as follows:

"Moved and seconded, that Council direct staff to use 2022 & 2023 LGCAP funding to cover the 2024 generator purchase & installation, followed by completing funding for the Village Office solar project, following by the purchase of 3 solar lights for the walking trail, followed by 5% of CAO wages, with the remaining funds to purchase rip rap."

At the February 11, 2025 Regular Council Meeting, Council was advised that the solar lights would not work in the proposed location. Council agreed with the assessment and directed administration to use the funds allocated for the solar lights for increased rip rap purchase.

The motion from the January 20th meeting must be officially rescinded with the new motion made in its place.

Staff Recommendation:

That Council rescind motion R2-0120-25 from January 20th, 2025 Special Council Meeting & further, that Council direct staff to use 2022 & 2023 LGCAP funding to cover the 2024 generator purchase & installation, 5% of CAO wages, with the remaining funds to purchase rip rap.



The Corporation of the Village of Salmo

Report to Council

Report Date: February 20, 2025
Meeting Date: February 25, 2025 (#04-25)
From: Fred Paton, Civic Works Foreman
Subject: Civic Works Report for December 2024 & January, February 2025

1. **OBJECTIVE**

To update Council on Civic Works operations.

2. **DISCUSSION**

2.1. **Winter Activities**

- (a) Stage 1 of the Harmonic's Upgrade at the Waste Water Treatment Plant has been completed.
- (b) Installed rubber flooring in the public bathroom in the Large Equipment Storage Building so it is skate friendly for the outdoor skating rink.
- (c) Routine winter snow plowing and sanding of streets.
- (d) Moved snow piles to off street locations.
- (e) Cleared snow from the drains to allow drainage.
- (f) Cleared snow from around the hydrants.
- (g) Routine maintenance on village equipment.
- (h) Completed (4) four water shut off's/turn on's.
- (i) Assisted the CAO with the Next Generation 911 Project.
- (j) Assisted the CAO with the Water Meter Pilot Program.
- (k) Assisted the CAO with the Active Transportation Grant.

2.2. **Attachments:**

- (a) 2025 Budget Update- Summary of Water & Sewer Projects & Equipment Comments

Public Works 2025 Budget Update – Summary of Water & Sewer Projects & Equipment Comments

The work completed under the WWTP multimillion dollar grant:

- New lift station building, new generator, new VFD's (Variable Frequency Drives)
- Completed the force main tie in (pressurized sewer pipes)
- New pumps for WWTP (Wastewater Treatment Plant)
- Rebuilt the WWTP headworks building
- Purchased a new wash press to take out waste material to be able to take it to the landfill
- Rebuilt the sludge building with a new sludge press. This includes a new computer system, new VFD's

The work completed for the \$250,000:

- New VFD's (Variable Frequency Drives) to run the aerators
- New DO Probes (Dissolve Oxygen) in wastewater
- Clarifier rebuilt
- Two 4 inch plug valves and two 4 inch check valves
- the new flow meter which included the cost to build the box that houses the flow meter

The work that has been completed at the WWTP since then and now:

- The harmonics upgrade is ongoing (stage 1 is complete) working on stage 2.

The work on wells is as follows including upcoming work:

Completed Glendale Well Site Work

- New well motor installed
- New generator
- Installation of the new natural gas line
- Reworking of the electrical components.

2025 Project

The Engineer suggest that we do a redevelopment of the Sayward Well to improve the hydraulic connectivity of the relatively long well screen to the surrounding water-bearing sediments. The redevelopment would include an initial downhole camera inspection to identify impacted areas and those results used to define a surge-and-bail (with pumping) redevelopment plan to specifically remedy the affected well components and improve overall screen condition. This action should take place on Glendale as well if they are already in Salmo to do Sayward Well. Glendale Well is older and has never been redeveloped.

Public Works Equipment Comments:

Additional Info on Equipment that Public Works has requested:

- Civic Works needs a new small ride on mower for tight spaces (specifically cemetery). The report on the old zero turn mower is that it is getting run down and in need of constant maintenance.

- Civic Works does currently have a pole saw but it is so old that it won't stay together. It won't safely extend anymore as needed. If this is not replaced, the Village would have to pay the arborist to do any tree trimming as it cannot be done safely without the extending pole saw.

-Civic Works does not have a brush saw. Public Works is requesting one to use to cut bigger bushes and weeds that a normal lawn trimmer will not do.

-Trackless flail mower. We have two but they are in poor condition. They are very old and do not function properly causing staff to have to return to the shop to fix constantly.



Fire Chief's Report: February 01, 2025

Regular Council Meeting #04-25

Since the last report on November 1st, 2024 the Salmo Fire Department responded to 22 calls:

4	False Alarms	13	Jaws Call	1	Carbon Monoxide
1	Hazmat Call	1	Burn Complaint	1	Assist other Agency
1	Structure Fire				

DESCRIPTION

We did not have any very serious or notable incidents in November and December. Some of them could have been bad, but fortunately there were not other vehicles in the way when vehicles crossed the center line and crashed on the wrong side of the road.

The structure fire turned out to be a shed and a motorhome that had burned. The shed was fully engulfed with flames when we arrived, and the motorhome fire was not as involved. Both structures were very heavily damaged.

January was a rather quiet month for calls. We were called off before responding to the false alarm. We were also called off as we were nearing the reported motor vehicle incident, as BC Ambulance were on scene and that there was no one around the scene.

The hazmat call came from a citizen that noticed a sheen of fuel on a couple of streets. Crews determined that the leak was not very large, and thanks to help from the RCMP we found out that the leak had been repaired and the vehicle had left our area. I did notify the public works department to make them aware of the incident.

The carbon monoxide call was potentially very serious, as when we arrived the homeowners and young child were outside waiting for us, as advised by our dispatchers. They had doors of the house open, and we were still getting a reading of 20ppm of carbon monoxide. After investigating, the only fuel source in the house was the wood stove. The house is brand new and is very air tight. Once we removed the fuel from the wood stove the carbon monoxide levels almost immediately dropped to zero. The homeowners were going to use their electric heat until they could get someone out the next day to inspect the wood stove.

Replacement of the apparatus:

Unit #	Description	Brand	Unit Type	Age
Fast Attack	Brush/Rescue Truck	Ford	F550	2015
T1	Tender	International	4700	1999
E5	Engine	International	4900	1999
E6	Engine	International	4400	2012
R1	Rescue	Ford	F350	2000

The only pieces of apparatus required by the Insurance Underwriters to be replaced within a certain time frame are fire engines. Up until last year, the requirement was that a fire engine was no longer recognized after it was 25 years old. That has now been changed to extend that time of recognition to allowing one engine to be up to 30 years old. The only stipulation on that is that the fire engine has to

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undergo annual pump testing by a certified technician, and that the pump be able to perform within the original pump specifications.

As such we have E5 that was produced in 1999 and has been annually pump tested. The pump is performing exceptionally well. Assuming it keeps performing as it has been, it will need to be replaced in 2029.

E6 was produced in 2012 and has not been pump tested, but appears to be working well. The advice from our service technician is that we perform a pump test on that truck in 2027 (the engine will be 15 years old then), this way we would have some assurances that the E6 should be able to pass further pump tests. In the unlikely event that it failed, then plans could commence for replacing the truck in 2032. But if things remain as they are, E6 will not have to be replaced until 2042.

The Fast Attack, Tender, and Rescue Van have no regulations on replacement. The Fast Attack is a 2015, so is relatively new and should have a great many years of service.

Our Tender is a 1999. It does the job, but it has had some issues in previous years with leaks in the tank. I would think that the tender should be replaced in another 10 or so years. The current tender was purchased used. It had been used as a street washing truck in Las Vegas. I would not see an issue in the future with purchasing another similar used unit as a tender.

The Rescue Van is a 2000 and is getting very loaded, and is needing to be replaced. The Rescue Van was purchased used and acted as an ambulance on movie sets (not as an ambulance, but as a prop). We would like to have a vehicle capable of transporting 5 firefighters, and all the equipment and blocking required for a rope rescue or an auto extrication. We would also need something with the power to be able to have us go up the passes at highway speeds. Once again buying a used vehicle would not be an issue. There is over \$200,000.00 in a Jaws reserve fund that would be used towards the purchase.

Misc.

Members of the Salmo Volunteer Fire Department held a surprise retirement party for Jason McNeil, to thank him for his 31 years of very dedicated service to the fire department and to the whole community. We had several members of the Ymir Fire Department take part in a joint rope rescue practice in November. Ymir members were able to see and help with the rigging of our rope system and some put on harnesses to help bring the rescue victim up the steep embankment. Plans are also underway to have Ymir attend one of our Jaws practices, this way we can come up with a system to see how they can help us the most at calls.

We recently found out that we respond to highway rescue calls that are beyond the Ymir boundaries. On a recent highway rescue call for a single vehicle roll on Whitewater Ski Hill Road, we learned that there response area is just to the chalets (just off the highway).

Originally Signed By:

David Hearn, Fire Chief



Bylaw Officer's Report: Nov 1, 2024 – Jan 31, 2025

Regular Council Meeting #04-25

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Building	1	<ul style="list-style-type: none">One (1) complaint about construction taking place at a residence without a permit. The Bylaw officer went by the address and took photos. The Building Dept. issued a Stop Work Order and the contractor complied and stopped the work with no plans of furthering construction. The Building Inspector will follow-up to make sure the structure is returned to its previous state and then the Stop Work Order will be removed.
Snow Removal	1	<ul style="list-style-type: none">One (1) complaint about a resident moving snow from their private property across the road and onto Village property. The Bylaw Officer went and spoke to the owner of the residence. Will follow-up to ensure compliance.
Unightly	1	<ul style="list-style-type: none">One (1) complaint about an unsightly residence. The CAO spoke to the complainant and advised that we would address this once the snow melts as we cannot get a good view of the property at this time.
Dog Related	1	<ul style="list-style-type: none">One (1) complaint about a resident that frequently lets their dog run around at large and the dog charged at the resident and her dog that was on a leash. The Bylaw Officer went by and spoke to the owner. Will follow-up to ensure compliance.

Enforcement

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Garbage	3	<ul style="list-style-type: none">The Bylaw Officer went by three (3) residences with garbage spread over the properties. He spoke to one (1) resident, and they cleaned the garbage up. No one answered when he knocked on another residence, but the garbage did get cleaned up. The third location was an apartment building, and it was unclear which unit the garbage belonged to, but it was also cleaned up.
Snow Removal	1	<ul style="list-style-type: none">There was one (1) snow plowing concern. When the Bylaw Officer drove by to talk to the owners, he noted that the owners complied by shoveling the snow from the roadway onto their property.
Parking	1	<ul style="list-style-type: none">One (1) trailer parked in a back alley. The Bylaw Officer drove by and noted that the trailer was not present. He knocked on the door to remind owners not to have any vehicle parked in the back alley. No response so he left a green notice.
Traffic	1	<ul style="list-style-type: none">One (1) issue with a resident parking his handicap mobile unit (with no sticker) in a handicap parking spot and relieving himself in the side alley. The Bylaw officer was unable to locate the mobile unit rider.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer

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The Corporation of the Village of Salmo

CAO Report

Report Date: February 20, 2025
 Meeting Date: February 25, 2025 (#04-25)
 From: CAO Derek Kwiatkowski
 Subject: 2025 AKBLG AGM & Convention

BACKGROUND:

The 2025 AKBLG AGM & Convention is being hosted in Kimberley on April 25-27, 2025 including a pre-convention workshop on April 24th. Infrastructure will be the topic focus for the April 24th session. Mayor Lockwood has interest in attending as a resolution was put forward that Mayor Lockwood would like to speak to. There are also AKBLG Executive positions that are up for nominations.

The cost for each Council member to attend is approximately \$2,000 or \$2,600, dependant on Council attending the pre-convention discussion. The 2025 budget allocation is \$3,000 which restricts the maximum attendance for a maximum of one person. These are the maximum stated amounts.

1 Attendees, Pre-convention Attendance					
Item	Cost	Amount	Sub-total	Attendee	Total
Mileage	\$434.00	0.72	\$312.48	1	\$312.48
Hotels(Nights)	\$350.00	4	\$1,400.00	1	\$1,400.00
Stipend	\$100.00	4	\$400.00	1	\$400.00
Registration	\$510.00	1	\$510.00	1	\$510.00
Pre-convention (plus stipend)	\$175.00	1	\$175.00	1	\$175.00
Total	\$1,569.00		\$2,797.48		\$2,797.48

1 Attendees, No Pre-convention Attendance					
Item	Cost	Amount	Sub-total	Attendee	Total
Mileage	\$434.00	0.72	\$312.48	1	\$312.48
Hotels(Nights)	\$350.00	3	\$1,050.00	1	\$1,050.00
Stipend	\$100.00	3	\$300.00	1	\$300.00
Registration	\$510.00	1	\$510.00	1	\$510.00
Total	\$1,394.00		\$2,172.48		\$2,172.48

Staff Recommendation:

That Council direct administration to increase the budget allotment to allow 2 Council members to attend the 2025 AKBLG AGM & Convention, including the attendance of the pre-convention sessions.

APPENDIX B



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on February 25, 2025.

Salmo & Area G Emergency Preparedness Committee: Next meeting March 17 and September 29, 2025

Fire Department: We have replaced turnout gear and continue to talk about our replacement fire apparatus.

Citizen Engagement: Family Day at the outdoor skating rink gave great opportunity for people to expand on their thoughts what they like or don't like. Council heard from one business their unsatisfactory thoughts on the utility fees and how they would like to work with the Chamber to increase the Economic Development into our community.

Salmo & District Arts Council: Feb 24, they are having an Arts Roundtable at the Youth Centre, and I will attend my first actual meeting with the board on Feb 28.

RDCK:

Board: Staff will bring draft budgets for us to deliberate as the directors work through the budgets in each service committee.

A Rural Mobility Community Advisory Committee (RMCAC) will be formed and these are their duties.

The RMCAC is assigned the following roles and responsibilities by the Board:

- (a) Advise the RDCK on regional transportation projects, service provisions, and related matters;
- (b) Advise the RDCK on public transit service provisions, community needs and priorities, and other related matters;
- (c) Share research findings and progress updates with residents, the Board, and other interest groups, and gather feedback;
- (d) The Board retains all decision-making authority relating to the planning, prioritization financing, and delivery of regional public transit services and active transportation projects; and
- (e) For certainty, the RMCAC will not consider any of the following matters unless RMCAC input is requested by the Board:
 - (i) Award of contracts; (ii) Matters related to the employment of RDCK staff; (iii) Legal matters related to the regional transit systems and transportation network; and (iv) Public communications on behalf of the RDCK.

The board would like a meeting with the province about slowing down the Building Code changes to allow housing to be built and work towards affordable.

The board voting against joining the class action suit to Sue Big Oil. It was 16 to 3.

All Recreation: TBD in 2025

Salmo & Area G Recreation Commission: Budget talks continue. We need to make sure we are planning smart for the future of our recreation. A question for the public is what do you want for recreation in Salmo and Area G? Do we want to continue fixing the pool, do we want the fitness center and if so, keep the equipment in good repair. These are questions that we work from when putting a budget together. The amount of time opened for the pool and the fitness center will not be changing for this year.

Economic Trust of the Southern Interior – BC (ETSI-BC): New to our board is Roberta Schnider from the East Kootenays. We continue to work on DRIPA and the programs we help deliver. Spring funding intake info session will be open February 26, 2025, from 10-11.

Central/Joint Resource Recovery: Budget talks have begun for waste, recycling and organics. As we work through the budget, so far, we are looking at an 8% increase in taxation. Within the budget we are purchasing a Deloupe Model HS483 tridem axle Compaction Pushout Trailer to a maximum \$278,134 plus GST.

West Kootenay Hospital Board: The asks have come in for public health buildings to improve assets and for new assets.

Nelson, Salmo, E, F, & G Regional Parks: direction to staff to add to the budget a 3% increase for Nelson and Salmo Parks since they have never had an increase since inception and are falling way behind.

West Transit:

Other meetings of note:

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

ETSI-BC Regional Advisory Committee: