



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, May 27, 2025 at 7:00 p.m.

PRESENT:

<u>In Person:</u>	CAO Derek Kwiatkowski
Councillor Jonathon Heatlie	Members of Public - 1
Councillor Jennifer Lins	<u>Electronically:</u>
Councillor Kenzie Neil	Mayor Diana Lockwood
	Members of the Public - 3

CALL TO ORDER: Councillor Heatlie called the meeting to order at 7:00 p.m.

AGENDA:

R1-10-25 Moved and seconded, that the agenda of Regular Meeting #10-25 of Tuesday, May 27, 2025 be adopted as amended from *Council Procedure Bylaw No. 663, 2014* Schedule "B" to include a New Business section, a Bylaw Development & Review section, a Public Question Period, and an *In Camera* section.

Carried.

DELEGATIONS:

Salmo Valley Public Library Re: Update to Council - #19 Salmo Valley Public Library announced that they have created an organizational succession plan & have established a benefit plan for all future staff.

NEW BUSINESS: NIL

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

R2-10-25 Moved and seconded, that the minutes of the Regular Council meeting #08-25 of Tuesday, April 22, 2025 be adopted as presented. Carried.
Regular Meeting
April 22, 2025

R3-10-25 Moved and seconded, that the minutes of the Regular Council meeting #09-25 of Tuesday, May 13, 2025 be adopted as presented. Carried.
Regular Meeting
May 13, 2025

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS:

R4-10-25 Moved and seconded, that Council denies the participation of mobile food vendors within Salmo Days. Carried.
Village Event Food
Vendor Survey

BYLAW DEVELOPMENT & REVIEW:

R5-10-25
Fire Department
Remuneration
Amendment Bylaw
#764, 2025 – Adoption

Moved and seconded, that the “*Fire Department Remuneration Amendment Bylaw #764, 2025*”, having had three readings, be reconsidered and adopted.

Carried.

R6-10-25
Fire Prevention
Amendment Bylaw
#765, 2025 – Adoption

Moved and seconded, that the “*Fire Prevention Amendment Bylaw #765, 2025*”, having had three readings, be reconsidered and adopted.

Carried.

R7-10-25
Village of Salmo
Volunteer Fire
Department
Amendment Bylaw
#766, 2025 – Adoption

Moved and seconded, that the “*Village of Salmo Volunteer Fire Department Amendment Bylaw #766, 2025*”, having had three readings, be reconsidered and adopted.

Carried.

OPERATIONAL REPORTS:

R8-10-25
Public Works

Moved and seconded, that Council receive for information the written report as presented by Public Works Foreman Fred Paton for the period of May 2025. (see *Appendix A*).

Carried.

R9-10-25
Fire Department

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

Carried.

R10-10-25
Bylaw Enforcement

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

Carried.

R11-10-25
CAO Report – General
Updates

Moved and seconded, that Council accepts the CAO report for information. (see *Appendix A*).

Carried.

R12-10-25
Official Community Plan
Committee of the
Whole Meeting Request

Moved and seconded, that Council book a COTW for the discussion of the Official Community Plan & Zoning Bylaw for June 13 at 7:00 p.m. (see *Appendix A*).

Carried.

R13-10-25
Strategic Plan

Moved and seconded, that Council accepts the strategic plan for information. (see *Appendix A*).

Carried.

FINANCIAL REPORTS:

R14-10-25
Accounts Payable

Moved and seconded, that Council receive for information the list of accounts payable cheques and electronic fund transfers from May 6, 2025 to May 22, 2025 totaling \$120,229.21.

Carried.

R15-10-25
Treasurer's Report

Moved and seconded, that Council receive for information the Treasurer's report for April 2025.

Carried.

CORRESPONDENCE REQUIRING A DECISION:

R16-10-25

Moved and seconded, that Council approve the \$100 community grant request of the 55+ BC Senior Games/Zone 6 West Kootenay to assist seniors in attending the 2025 55+ Games held in Nanaimo, BC.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY: NIL

MEMBER REPORTS & INQUIRIES:

Councillor Heatlie NIL

Councillor Lins NIL

Councillor Neil NIL

Mayor Lockwood *See Appendix B.*

R17-10-25
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: NIL

IN CAMERA RESOLUTION:

R18-10-25

Moved and seconded, that the meeting be closed to the public under *Community Charter* Sections 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose and (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

Carried.

RECONVENE OPEN MEETING: Council reconvened the meeting at 8:39 p.m.

ADJOURNMENT: Moved and seconded, that the meeting be adjourned.
R19-10-25 Carried @ 8:40 p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, May 27, 2025.

Originally Signed By:

Diana Lockwood
Mayor

Derek Kwiatkowski
Chief Administrative Officer/CO

APPENDIX A



The Corporation of the Village of Salmo

Report to Council

Report Date: May 20, 2025
Meeting Date: May 27, 2025 (#10-25)
From: Fred Paton, Public Works Foreman
Subject: Public Works Report for May 2025

1. OBJECTIVE

To update Council on Public Works operations.

2. DISCUSSION

2.1. Spring Activities

- (a) The four (4) Public Works employees did their annual hearing tests.
- (b) Opened the KP Park Washrooms & KP Campground.
- (c) Brought the Porta Potty to KP Park South location.
- (d) Hired two (2) summer students with the start date of May 5, 2025.
- (e) Completed the grading of all of the dirt roads.
- (f) Completed four (4) internments at the Salmo Cemetery.
- (g) Completed spring clean-up.
- (h) Completed the semi-annual spring chlorination.
- (i) Completed the leveling out, aerating and seeding of the outfields at KP Park & Lions Park.
- (j) Installed two (2) grave markers at the Salmo Cemetery.
- (k) Repaired one (1) water line break.
- (l) Completed one (1) water shut off/on.
- (m) Purchased a change table for the Lion's Park/Recycling Building Washroom.
- (n) Staff is actively working on the Asset Management Plan.
- (o) Purchased and organized budget items.
- (p) Reservoir Inspection is complete.

- (q) Flowerpots have been placed around town.
- (r) Weekly mowing and upkeep of all of the fields and green spaces around town.
- (s) Upcoming and Current Projects:
 1. Glendale Bridge Handrails Engineering.
 2. Stage 2 of the WWTP Harmonics Upgrade is in progress.
 3. Scheduled upcoming dust control.
 4. Scheduled upcoming grading of the alleys.

2.2. **Attachments:**



Fire Chief's Report: May 01, 2025

Regular Council Meeting #10-25

Since the last report on April 1st, 2025 the Salmo Fire Department responded to 16 calls:

3	Lift Assists	7	Wildland Fire	1	Vehicle Fire
3	Jaws Calls	1	Structure Fire	1	Hazmat Call

DESCRIPTION

April was an extremely busy month for calls, with our calls again coming in clusters.

We responded to multiple grass/wildland fires during the month, with two on April 6th, one on April 24th, one April 25th, and three on April 26th. On April 26th we had just finished extinguishing a grass fire, and before we could return to our fire hall we were paged to two different wildland fires. Crews checked out the second scene and determined that there was help and water available at that scene, and proceeded to the third scene where thick black smoke could be seen from a distance. Crews arrived at that scene to find a slash pile fire that had gotten into the grass, a shed and a fifth wheel were fully engulfed, and the fire was starting to burn a vehicle and a boat. The flames were also threatening a nearby residence. We were able to knock down the fire and keep it in check until our tender arrived with an extra 1,800 gallons of water. The Ymir Fire Department had been called for mutual aid. They checked out the second fire that was now under control, and then they responded to our scene, where they filled up our porta tank so that we could continue fighting the fire.

In April we responded to a commercial structure fire. Initial crews did a great job in knocking down the majority of the fire until more crew members could respond. The fire was contained to the workspace and did not get into the adjoining residence.

In the late night hours crews responded to a report of an MVI where rope rescue was required. Crews arrived on scene, and as the rope system was being set up, other crew members used power saws to clear a trail to get the injured person up the bank to the waiting ambulance. Our battery operated JAWS were used to help open the jammed door. The patient was loaded into the basket stretcher and brought safely up to the highway using our rope rescue set up. Dr. Sparrow of KERPA also attended the scene for extra medical care of the patient.

Misc.

I have been in touch with the technician that works on and services our fire trucks. He is still planning on being in Salmo in June to service our two engines and the Fast Attack.

A technician will be here in June to service and inspect our SCBA's, as required by WorkSafe.

A mass casualty training session is being lined up for the end of May. This training is going to be provided by an educator from BC Ambulance, and it will involve BC Ambulance personal, as well as Salmo and Ymir Fire Department members. The session will start with an hour and a half classroom training time, and then two hours of scenarios and hands on training.

Originally Signed By:

David Hearn, Fire Chief

FILE 7380-20



Bylaw Officer's Report: April 1, 2025, to April 30, 2025

Regular Council Meeting #10-25

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Nil		

Enforcement:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Traffic Related	2	<ul style="list-style-type: none">Two (2) pickup trucks were parked in a back alley. The bylaw officer took a picture, but no action was taken as the trucks were not blocking the alleyway.In a separate case, there was a one (1) pickup parked that was blocking the back alley. The bylaw officer knocked on the door and spoke to the owner. Compliance was achieved.
Garbage Related	1	<ul style="list-style-type: none">Stopped by one (1) residence with strewn garbage. The bylaw officer knocked on the door and there was no response.

Follow up Complaints/Enforcement:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Animal Related	1	<ul style="list-style-type: none">Follow up regarding the two (2) roosters and more than six (6) chickens at a residence. The bylaw officer received confirmation the roosters have been removed but need to follow up regarding the chickens.
Dog Related	1	<ul style="list-style-type: none">Follow up regarding the residence with more than four (4) dogs. The bylaw officer spoke to the owner and issued a green notice for no dog registration. Following up on compliance.
Business License Related	3	<ul style="list-style-type: none">The Bylaw officer went to three (3) separate businesses that have not paid their Business License fees for 2025. Two of the businesses have complied.

Information submitted by:

Fred Nevakshonoff, Bylaw Officer



The Corporation of the Village of Salmo

CAO Report

Report Date: May 23, 2025
Meeting Date: May 27, 2025 (#10-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: CAO Report- General Updates

- The Mayor, CAO & PW Foreman attended the Ootischenia Landfill Tour for the West Resource Recovery Committee hosted by the RDCK on May 12, 2025. The tour spoke to the operations of the facility & the future needs. Part of the future that applies to the Village specifically is the potential for the Village of Salmo becoming a receiving station for regional septage.
- Summer students have started their employment; their duties will focus on Village beautification.
- The Village is considering taking in Shambala septage on a trial basis. There have been some breakdowns at the plant that have delayed this project.
- Spring water chlorination & organic clean-up have been completed by Public Works staff.
- Staff is progressing with the Floodplain Bylaw review with the RDCK.
- Staff is attending a workshop for the Healthy Communities Grant. This grant may help offset OCP & Zoning Bylaw review costs.
- Staff is finalizing the program for the Canada Day/ Salmo Days celebration, including updating promotional materials.
- There will be an event at KP Park for World Elder Abuse Awareness Day on June 13th. There will be helpful information for the community, with food & beverages served.
- There is an increase in development permit applications in the last few weeks as the warm weather has hit the Village. The permits include both residential & non-residential developments.
- There is an upcoming grant application due for Erie Creek dike work that is due in June. This application will be to complete a significant portion of the project in comparison to past years. The requested grant amount will exceed \$500,000. Staff will be working at drafting this application.

STAFF RECOMMENDATION:

That Council accepts the CAO report for information.



The Corporation of the Village of Salmo

Request for Decision

Report Date: May 23, 2025
Meeting Date: May 27, 2025 (#10-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Official Community Plan Committee of the Whole Meeting Request

1. **OBJECTIVE**

For Council to set a time for a Committee of the Whole Meeting to discuss the 2025 Official Community Plan & Zoning Bylaw.

2. **DISCUSSION AND ANALYSIS**

The Village is required to complete an Official Community Plan 2025. Administration would like to book a COTW meeting to begin building a 1st draft. Mayor Lockwood suggested at the May 13, 2025 Regular Council Meeting that both the OCP & the Zoning Bylaw be completed in tandem to ensure consistency between the two documents.

Administration has provided Council with electronic copies of each document that allows each Councillor to make their own changes & suggestions. Council may send these to the CAO to compile the responses or bring suggested changes to the meeting.

Administration is working at different options for communication for the new OCP that will make it more user friendly, including mimicking the City of Castlegar's brochures. These will be given to Council to provide some context on what information the residents & businesses may see once the process is complete.

Options for scheduling based on past COTW meetings would be either June 2nd or June 9th.

RECOMMENDATION

That Council book a COTW for the discussion of the Official Community Plan & Zoning Bylaw for June 2nd at 7:00 p.m.

ALTERNATIVES

1. That Council book a COTW for June 9th, 2025 @ 7:00 p.m.

Project	Completed Tasks	Uncompleted Tasks	Start Date	End Date (Projected)	Progress	Notes
Review and improve sidewalk maintenance.	Soil completing assessments.	Site selection, construction	01-01-2025		5%	
Bill field repavement project.	Work assessments, grading, sanding, leveling				100%	Work complete, field overhaul may be needed after season 2022 & 2023 allocated
LGCAP purchases	Electric generators, riprap purchase	riprap not purchased	09-01-2025			85% awaiting quote
Increase searching capacity for water leaks	Inquired w/ other municipalities, found system	determining if study works	25-11-2024			10%
Increase ground water mapping and monitoring.	Location plan		25-11-2024			
Fire Truck purchase	Truck spec list, RFQ	RFQ	27-06-2023			10% gathering feedback from vendors

APPENDIX B



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on May 27, 2025.

Salmo & Area G Emergency Preparedness Committee: Next meeting September 29, 2025.

Fire Department:

Citizen Engagement: I have been asked about Salmo Valley Estates and the removal of the food package for the seniors. I have passed on the information that was stated at the meeting that it was to continue for another month. I am encouraging people to speak to the manager or the board as this is not a village asset.

Salmo & District Arts Council: Next meeting TBD

RDCK:

Board: There was significant online and public presence at this month's Board meeting to voice their disapproval of the RDCK potentially accepting ostrich carcasses from a farm in Edgewood, BC, located in Electoral Area K. The Canadian Food Inspection Agency recently ordered nearly 400 ostriches from the farm to be killed, based on testing done on the birds for avian influenza back in December. In January 2025, the RDCK received a temporary authorization under the Operating Certificate from the Provincial Ministry of Environment and Parks to accept the hazardous waste material at the Ootischenia Landfill.

The Board subsequently passed a motion to not accept the carcasses until certain conditions are met.

The RDCK Board direct staff to withhold acceptance, at any landfill, of ostrich carcasses originating from a farm in Edgewood, BC, to be culled and delivered by the Canadian Food Inspection Agency as a result of them being exposed to Highly Pathogenic Avian Influenza until the number of birds confirmed infected with HPAI and the number classified as exposed, based on testing performed after May 15, 2025 is confirmed from the CFIA and/or Ministry of Agriculture and Food; AND FURTHER, that the RDCK request the CFIA provide this information directly to the public, in a timely and transparent manner, to support public understanding and trust.

The RDCK Utilities Rates, Rates and Bylaw 3027 has been adopted replacing Bylaw 2951.

All Recreation: Next meeting June 25, 2025

Salmo & Area G Recreation Commission: Staff will look at how to change the fitness hours during school times and summertime to better reflect the needs of the community. We will be combining our two bylaws (784 & 1135) which will make how the funding happens much clearer to understand. Next meeting September 8, 2025.

Economic Trust of the Southern Interior – BC (ETSI-BC): Next meeting June 19, 2025

Central/Joint Resource Recovery: We are entering into a service agreement with Drillwell Enterprises for the HB tailings piezometer drilling and Central landfill groundwater monitoring well installation programs to a maximum value of \$80,196 + GST.

The start of a long discussion on the Ootischenia Landfill and what we were to expect with regards to 400 Ostriches. This did not bring a motion until the board meeting the next day. See the motion under Board in this report. Next meeting is June 18, 2025

West Kootenay Hospital Board: Next meeting June 26, 2025.

Nelson, Salmo, E, F, & G Regional Parks: Next meeting March 25, 2025, was cancelled. Next meeting June 10, 2025

West Transit: You will see the first electric bus show up in Nelson as part of BC Transits pilot project and it being the first one in the province. Next meeting June 10, 2025

Other meetings of note:

Mayor's and chair Highway 3 Coalition: Continue to put forward our top 5 priorities to the Ministry of Transportation and Transit are Creston Highway 3 alignment, Morrisey eastbound passing lane, Northbound passing lane near the Brilliant Dam, Yahk river crossing curves, and Whipsaw curves at Princeton.

Fortis: They will be updating the natural gas meters in May 2026 here in Salmo and it will take approximately 5 weeks.