



The Corporation of the Village of Salmo

REGULAR MEETING #17-25 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, October 14, 2025 at 7:00 p.m.

PRESENT:

In Person:

Mayor Diana Lockwood
Councillor Jonathon Heatlie
Councillor Kenzie Neil

CAO Derek Kwiatkowski
Members of the Public -2

Electronically:

Councillor Jennifer Lins
Members of the Public -0

CALL TO ORDER:

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

AGENDA:

R1-17-25

Moved and seconded, that the agenda of Regular Meeting #17-25 of Tuesday, October 14, 2025 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:

R2-17-25

Regular Meeting
September 9, 2025

Moved and seconded, that the minutes of the Regular Council meeting #15-25 of Tuesday, September 9, 2025 be adopted as presented.

Carried.

REFERRALS FROM DELEGATIONS: NIL

REFERRALS FROM PRIOR MEETINGS:

R3-17-25

Moved and seconded, that Council approve a Community Development Grant of \$1,200 for the Salmo Fitness Center to support extra hours for the youth.

Carried.

POLICY DEVELOPMENT & REVIEW: NIL

BYLAW DEVELOPMENT & REVIEW:

R4-17-25

OCP Bylaw

Moved and seconded, that Council direct staff to create a first draft of the Official Community Plan based on Council's recommendations to bring forward to the October 28th, 2025 meeting.

Carried.

R5-17-25
Zoning Bylaw

Moved and seconded, that Council direct staff to create a first draft bylaw of the Zoning Bylaw based on Council's recommendations to bring forward to the October 28th, 2025 meeting.

Carried.

ADMINISTRATIVE REPORTS:

R6-17-25
UBCM Community
Emergency
Preparedness Fund
Emergency Support
Services Grant

Moved and seconded, that the Council of the Village of Salmo approve the RDCK to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant funding on behalf of Salmo. (See *Appendix A*).

Carried.

R7-17-25
UBCM Community
Emergency
Preparedness Fund
Emergency Support
Services Grant

Moved and seconded, that Council will direct staff to apply to the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant if the RDCK Board declines to apply. (See *Appendix A*).

Carried.

R8-17-25
2025 Erie Creek Dike
Inspection Report

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

Carried.

R9-17-25
Fire Truck Purchase -
AAP Next Steps

Moved and seconded, that Council approve the Report for Determining the Number of Eligible Electors. (See *Appendix A*).

Carried.

R10-17-25

Moved and seconded, that:

WHEREAS the municipal council has given three readings to "*Fire Truck Loan Authorization Bylaw #767, 2025*" which proposes that a new fire truck be purchased and a debenture not to exceed \$1,020,000 be obtained to finance the purchase of the new fire truck which will be repaid over a period not to exceed 20 years;

AND WHEREAS the municipal council cannot adopt bylaw #767 until the approval of the electors has been obtained;

THEREFORE BE IT RESOLVED that the Corporate Officer undertake an alternative approval process to determine the opinion of the electors with regard to the matter.

AND THAT IT BE FURTHER RESOLVED that 41 days for submitting receiving elector response forms is established.

Carried.

R11-17-25 2025 By-Election Update	Moved and seconded, that Council accepts the CAO report for information. (See <i>Appendix A</i>).	Carried.
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ACCOUNTS PAYABLE:

R12-17-25	Moved and seconded, that Council receive for information the list of account payable cheques and electronic fund transfers from September 5 to October 9, 2025 totaling \$190,318.59.	Carried.
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CORRESPONDENCE REQUIRING A COUNCIL DECISION:

R13-17-25 RDCK Re: Letter of Consent Bylaw #3057	Moved and seconded, that Council support the letter of consent for the <i>"Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Amendment Bylaw #3057, 2025"</i> and further, that the Mayor and CAO be authorized to execute the letter of consent.	Carried.
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R14-17-25 RDCK Re: Letter of Consent Bylaw #3058	Moved and seconded, that Council support the letter of consent for the <i>"Salmo and Electoral Area G (Rec #7) Recreational Program Amendment Bylaw #3058, 2025"</i> and further, that the Mayor and CAO be authorized to execute the letter of consent.	Carried.
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R15-17-25 Selina Birk Re: Western Communities Foundation - Request for Support - #37	Moved and seconded, that Council support the Salmo Climbing Society's application to the Western Financial Group's Community Infrastructure Grant Program and agree to receive and disperse the funds if they are successful.	Carried.
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R16-17-25 Salmo Valley Youth & Community Centre Re: Community Development Grant Proposal - #38	Moved and seconded, that Council approve the request for \$1,000 from the Community Development Grant to assist the Salmo Valley Youth & Community Centre's retrofitting of the lights in the building.	Carried.
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R17-17-25 Salmo Climbing Society Re: Letter of Support for the Salmo Valley Fund - #46	Moved and seconded, that Council approve the request of the Salmo Climbing Society to provide a letter of support for their application to the Salmo Valley Fund in the amount of \$2,000 to purchase rental climbing shoes and equipment.	Carried.
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R18-17-25 Salmo Ski Team Re: Letter of Support for	Moved and seconded, that Council approve the request of the Salmo Ski Team to provide a letter of support for their application to the Salmo Valley Fund in the amount of \$1,000 to help offset the cost of insurance for their programs.	
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the Salmo Valley Fund -
#48

Carried.

R19-17-25
Salmo Valley Trail
Society Re: Letter of
Support for the Salmo
Valley Fund - #49

Moved and seconded, that Council approve the request of the Salmo Valley Trail Society to provide a letter of support for their application to the Salmo Valley Fund in the amount of \$2,000 to assist with the wages for the seasonal maintenance team.

Carried.

CORRESPONDENCE FOR INFORMATION ONLY:

R20-17-25

Moved and seconded, that Council receive for information the following correspondence from:

- (1) Cathy Peters Re: 3 ASKS to Stop Child Sex Trafficking in British Columbia - #39
- (2) FortisBC Re: Attendance at UBCM and Importance of Building Energy Resiliency - #40
- (3) Andy Thomsen Re: Awarding Cowichan Tribes Titles on Lands - #41
- (4) Society of Open Social Servers of BC Re: SocialBC.ca - The Time Is Now For a BC Alternative - #42
- (5) Youth Parliament of BC Alumni Society Re: British Columbia Youth Parliament, 97th Parliament - #43
- (6) Philip Perras Re: Restoring Accountability in British Columbia A Path Forward Through Principled Leadership - #45
- (7) RDCK Re: Flood Hazard Policy & Regulations Bylaw - #47
- (8) BC Hydro Re: Sheep Creek Nutrient Addition Program - #50

Carried.

MEMBER REPORTS & INQUIRIES:

Councillor Heatlie

NIL

Councillor Lins

Attended the Salmo Valley Youth Community Centre annual meeting. The SVYCC hired a new Executive Director & they are setting a positive direction for the organization

Councillor Neil

Attended Library Report

Mayor Lockwood

See *Appendix B*.

R21-17-25
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: Member of the gallery requested that the Village reach out to determine the hours of the Salmo Valley Museum.

Councillor Heatlie responded that he will reach out to the museum.

IN CAMERA RESOLUTION:

R22-17-25

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.

RECONVENE OPEN MEETING: Council reconvened the meeting at 8:46 p.m.

ADJOURNMENT:

R23-17-25

Moved and seconded, that the meeting be adjourned.

Carried @ 8:47 p.m.

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

Originally Signed By:

Diana Lockwood

Mayor

Derek Kwiatkowski

Chief Administrative Officer/CO

APPENDIX A



The Corporation of the Village of Salmo

Request for Decision

Report Date: September 17, 2025

Meeting Date: October 14, 2025 (#17-25)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: UBCM Community Emergency Preparedness Fund Emergency Support Services Grant

OBJECTIVE

That Council approve the RDCK to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant funding on behalf of Salmo.

DISCUSSION AND ANALYSIS

RDCK delivers the Village of Salmo's Emergency Support Services (ESS) as part of the Emergency Management Service that Salmo contributes to. The RDCK is looking at coordinating a single, regional application on behalf of the RDCK and participating municipalities (Salmo, Slocan, Silvertown, Nakusp, Kaslo, Creston, Castlegar, and Nelson), up to \$30,000 per Local Authority for a total of up to \$270,000. The goal being to ensure a responsive, consistent, high-quality ESS delivery across the region.

From the RDCK:

"This approach will allow the RDCK to:

- Establish a part-time ESS Coordinator to provide regional leadership, training, and on-call support;*
- Improve the consistency and quality of ESS delivery across participating communities;*
- Strengthen recruitment, retention, and recognition of our ESS volunteers;*
- Deliver annual regional training and recognition events;*
- Provide direct financial support to local ESS teams for their unique needs, and;*
- Reduce future requisition pressure and allow Emergency Program Coordinators to focus on meeting new priorities under EDMA."*

The RDCK is preparing a report for the RDCK Board on November 13 for discussion.

Staff agrees to further collaborate with the RDCK on emergency management initiatives.

RECOMMENDATION

THAT the Council of the Village of Salmo approve the RDCK to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant funding on behalf of Salmo.

ALTERNATIVES

1. That Council direct staff to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund (CEPF) ESS Equipment and Training grant funding for the Village of Salmo.



The Corporation of the Village of Salmo

CAO Report

Report Date: October 3, 2025
Meeting Date: October 14, 2025 (#17-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: CAO Report - 2025 Erie Creek Dike Inspection Report

BACKGROUND:

Each year the Village hires an engineering firm to inspect Erie Creek dike & provide a condition assessment of the dike. The Village has received the 2025 report from WSA Engineering Ltd. on October 3, 2025. The report highlights the condition along the dike in both areas where work has been completed & uncompleted areas, noting where the Village should focus their attention.

In the 2025 report, behind 845, 847 Ninth Street, about 5 lock blocks that form the 'spine' of the dike are slumping into the creek. These appear to be continuing to move and the flow of water in that location is likely removing fine soils beneath the lock blocks and armouring and transporting it during high water.

Included in the recommendations is that the Village monitor this area regularly (say quarterly) & monitor it closer in periods of high water. They also recommend that budget allowing, we should aim to have a repair prescription done and work to get a permit in place for fall 2026.

Staff applied for a DRIF Stream 1 grant in July that if successful, will fund the engineering of the workplan for the dike work. Staff is putting these funds into the budget if the Village is unsuccessful in the grant application. There is a Stream 2 grant that is available for the construction costs for the dike work. Staff will be applying for Stream 2 upon receiving the engineer approved workplan.

Staff is also recommending that Council approve some of the construction work in the 2026 budget as a contingency so that the Village may follow through with the engineer's recommendations regardless of grant funding. Staff is currently pricing out both the engineering & a level of acceptable funding for the necessary dike repairs. The Village has a big enough stockpile of riprap available to complete this work, so it will be a matter of finding the appropriate contractor to complete the repairs.

STAFF RECOMMENDATION:

That Council accepts the CAO report for information.



The Corporation of the Village of Salmo

Request for Decision

Report Date: October 10, 2025
Meeting Date: October 14, 2025 (#17-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Fire Truck Purchase- AAP Next Steps

OBJECTIVE

THAT Council pass resolutions to approve the number of eligible electors & to direct staff to initiate the public feedback portion of the Alternative Approval Process.

DISCUSSION AND ANALYSIS

The Village has sent the Bylaw 767 to the Provincial Inspector & has received approval. The next steps are for Council to declare the number of eligible electors & pass a resolution to officially begin the electoral response timeframe.

The Village will be including a communication package with the Electoral Response Form that will include timelines & an explanation of the borrowing process.

The Village will be hand delivering the notices to each resident due to the Canada Post strike. If the AAP is successful, the Village may proceed with either an Equipment Loan or Long-Term Borrowing Loan through Municipal Finance Authority of BC. The load amortization will be for 20 years and there are differences for each type of borrowing for Council to consider. This will be brought to Council for consideration after the submission deadline.

The resolution calculates 41 days from the October 15, 2025 start date and an end date of November 24, 2025.

Council will have 2 resolutions to pass:

1. The first will be declaring the report for the number of eligible electors.
2. The second resolution will be to initiate the public feedback portion of the AAP.

RECOMMENDATION

First Resolution:

THAT Council approve the Report for Determining the Number of Eligible Electors.

Second Resolution:

WHEREAS the municipal council has given three readings to "*Fire Truck Loan Authorization Bylaw #767, 2025*" which proposes that a new fire truck be purchased and a debenture not to exceed \$1,020,000 be obtained to finance the purchase of the new fire truck which will be repaid over a period not to exceed 20 years;

AND WHEREAS the municipal council cannot adopt bylaw #767 until the approval of the electors has been obtained;

THEREFORE BE IT RESOLVED that the Corporate Officer undertake an alternative approval process to determine the opinion of the electors with regard to the matter.

AND THAT IT BE FURTHER RESOLVED that 41 days for submitting receiving elector response forms is established.

ALTERNATIVES

1. That Council table the discussion to a subsequent Council Meeting.



Village of Salmo

Alternative Approval Process

The purpose of this report is to show the basis for determining the total number of electors in relation to Fire Truck Loan Authorization Bylaw 767, 2025 that is the subject of an alternative approval process.

Section 86(3)(c) of the *Community Charter* requires the council to make a fair determination of the total number of electors of the area to which the approval process applies. In addition, the council must make available to the public, on request, a report respecting the basis on which the determination was made.

The number of people eligible to be a *resident elector* or a *non-resident property elector* is determined based on those individuals who *when signing an elector response form*:

- are 18 years of age or older;
- are a Canadian citizen;
- have been a resident of British Columbia for at least six months;
- be a resident of the jurisdiction (e.g., municipality or electoral area) where the AAP is being conducted, or a registered owner of real property in the jurisdiction for at least 30 days; live, or own property in the area defined for the AAP; and,
- are not disqualified under the *Local Government Act*, or any other enactment from voting in a local election or be otherwise disqualified by law.

The estimated number of eligible electors *within the area defined for the AAP* is based on information from various sources as indicated below, is calculated as follows:

1. Estimated population in the area	1140
2. Estimated number of people 18 years of age or older	941
3. Minus number of people estimated as not being Canadian citizens	0
4. Minus the number of people who are estimated not to be residents of British Columbia for the past six months	0
Add estimated number of eligible non-resident property electors	0
Estimated total number of eligible resident and non-resident electors in the area defined for the AAP	941
	=====
Ten percent of the total number of eligible electors is estimated to be:	94

The total estimated population of the jurisdiction was derived from information obtained from Provincial Voters List that was prepared on August 20, 2025. The rate of population growth for the jurisdiction is estimated to be 0% by October 14, 2025. Therefore, the estimated population is calculated as: 1140



The Corporation of the Village of Salmo

CAO Report

Report Date: October 10, 2025
Meeting Date: October 14, 2025 (#17-25)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: CAO Report- 2025 By-Election Update

BACKGROUND:

On October 3, 2025 the nomination submission deadline passed with one candidate submitting a nomination, Payton McKellar.

On October 3, the Village notified Elections BC & the Provincial government of the nomination. The last day to contest this nomination is October 10, 2025.

If the nomination is successful, Payton McKellar will be elected by acclamation & sworn in at the November 10, 2025 Special 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 October 14, 2025.

Salmo & Area G Emergency Preparedness Committee: We got an update about the weather outlook for winter and where we need to be focused around, update on the emergency program, its operational centre and the emergency support services. On the Salmo Webpage there is a link to sign up for ESS.

Fire Department: The conversation needs to be around how long do you want to pay for the new fire truck. In five years or 20 years? Taxation will have to go up but it will depend by how much by your response.

Citizen Engagement: Complaint from a resident over the recycling depot.

Salmo & District Arts Council: Next meeting TBD

RDCK:

Board: Bylaw 3057(swimming pool) and 3058(recreation program) have had three readings does not need ministry approval as it is under 25% increase. Permissive Tax Exemption has had two readings and needs to be adopted by the end of October.

I have put the report from RDCK staff for the Flood Hazard Policy that Salmo is working with them on.

A very lengthy discussion about climate actions and this is where it ended for now.

WHEREAS the RDCK is a signatory to the BC Climate Action Charter and a participant in the Partners for Climate Protection (PCP) program, both voluntary frameworks that promote net-zero targets; AND

WHEREAS participation in these programs incurs ongoing financial, staffing, and administrative obligations driven by top-down targets which may not align with local realities or infrastructure-based emissions reductions, and for which a comprehensive cost-benefit analysis has not yet been presented to the Board; and RDCK residents lifestyle desires may not align with these high-density, urbanfocused mitigation strategies; Regional District of Central Kootenay September 18, 2025 16

BE IT RESOLVED THAT:

1. That staff prepare and present to the Board a comprehensive cost-benefit analysis, including but not limited to: all financial obligations, staff/resource allocation, and other measurable costs and benefits incurred since RDCK's enrollment in the PCP program through to projections for 2050;

2. That this analysis include benchmark metrics and clarify how local infrastructure renewals and stewardship compare to program-mandated emissions targets in terms of cost and effectiveness.
3. That a "localized environmental stewardship" approach be defined and maintained until the Board has reviewed and approved the analysis and made further decisions;
4. That the Board will reconsider its continued participation in the PCP program upon review of the completed cost-benefit assessment.

All Recreation: Next meeting October 29, 2025

Salmo & Area G Recreation Commission: The Salmo Climbing Society was approved by the commission for a \$5000 grant for the development.

The Conversion and Establishment Bylaws 1135/1988 and 2384/2014 will see increase requestions for the next meeting.

Fitness Centre Hours will continue as is along with adding back the hour on Mondays and Wednesdays 3-8 and commission will review the demographics using the space going forward.

I have a motion for Council to use Community Development Funds to help with this and commission will review going forward.

Next meeting November 10, 2025

Economic Trust of the Southern Interior – BC (ETSI-BC): Was help at the new Chamber of Commerce's building in Castlegar. We heard from organizations that have benefitted from ESTI-BC through the grant funding and how collaboration has happened through many different organizations to make things happen here in the Kootenays. Next meeting December 5, 2025.

Central/Joint Resource Recovery: Next meeting October 15, 2025

West Kootenay Hospital Board: Next meeting October 22, 2025

Nelson, Salmo, E, F, & G Regional Parks: Next meeting November 26, 2025

West Transit: Next meeting December 16, 2025

Other meetings of note:

Mayor's and chair Highway 3 Coalition: We met with the Ministry of Transportation and Transit at UBCM

Next meeting September 21, 2025

Community Collaboration Meeting: This group focuses on how to partner with each other to benefit the community. Next meeting TBD

UBCM was a week packed full of learning and networking. I also supported the Save our Streets (SOS) in front of Parliament along with 7 MLA's, about 50 Mayor's, and a bunch more concerned citizens. The message was clear what we are doing now is not working and we need

to change direction. Jess Ketchum along with London Drug's started this coalition on October 30, 2023. Two years later we still have not seen changes.

Health Care: The Heart of the Community

This session explored the challenges we face in rural areas and some opportunities for improving healthcare. Talks about family doctors, ambulance services, and how to improve the needs in rural areas so we all thrive.

Resilient Local Leaders: Charting the Course to Support Mental Health in Elected Officials

A description of the session: Local elected leaders are increasingly called upon to deliver complex, high-demand services while navigating a climate of growing public frustration. At times, that frustration has escalated into abuse or threats - both online and in person. As this environment starts to take a toll, many leaders are experiencing mental health challenges, and the public nature of their roles can make seeking help especially difficult. In response to this, over the past year, a small group of elected officials has been meeting to share experiences and build a peer-support network aimed at strengthening and sustaining each another. I belong to this small group that meet every couple of months for the last four years and we talk out situations and sometimes just be a listening board.

Smart Governance - Leveraging AI to Serve Communities Better Room

Artificial intelligence (AI) is emerging as a powerful tool and may be a tool to help local governments meet the growing demands for efficiency, responsiveness and transparency. AI can help with better public engagement and building permits (Kelowna uses it) for example although I feel we still need to be cautious what we use it for making sure there is a human element for people. Enhancing public services at the local level is a good tool as each community is unique and when using AI, it can take that away.

Manufacturing Homes, Jobs & Prosperous Communities Room:

Offsite construction is emerging as a top senior government solution to multiple problems. There is a lot less disturbance in a neighborhood when construction happens offsite while succeeding in driving growth through manufactured homes. Housing can go up quickly and affordable.

Building Mass Timber:

Local governments are on the frontlines of the climate crisis, development pressure, and a changing economic landscape. Mass timber is a low-carbon building technology that can reduce construction-related community impacts and timelines, while supporting B.C.'s forestry, manufacturing, construction, and design services sectors - a multi solving tool for issues facing our province. By developing mass timber friendly land use plans, zoning bylaws, and approval processes, local governments can help unlock mass timber's benefits for British Columbians. Right in our back yards (Kalesnikoff) can build housing inside their building and deliver the product.

Keynote Address: Marcy Grossman, Canadian Media Personality Marcy Grossman is a globally respected leader whose distinguished career in Canadian diplomacy has left an indelible mark on the international stage. Her leadership is instrumental in fostering peace, cooperation, and mutual understanding across cultures and borders. Marcy is a pioneer in international business development. She was a driving force behind the launch of Invest in Canada and the creator of Innovation Nation, a bestselling publication highlighting Canada's evolving role in the global economy. Today, as a Senior Fellow at the Atlantic Council, Marcy continues to shape the global conversation on leadership, women's empowerment, and peacebuilding. She is a passionate advocate for breaking barriers and empowering the next generation of changemakers. Through her powerful storytelling and belief that "if you can see it, you can be it," Marcy inspires individuals and institutions alike to lead with purpose, act with courage, and create lasting impact.

Representatives acclaimed and/or elected for 2025/2026.

President, Councillor Cori Ramsay (Prince George).

First Vice President, Councillor Jenna Stoner (Squamish).

Second Vice President, Mayor Sarrah Storey (Fraser Lake).

Third Vice President, Councillor Aimee Grice (Oliver).

Electoral Area Representative, Director Jerrilyn Kirk (Regional District of Fraser-Fort George).
Vancouver Metro Area Representatives, Councillor Pete Fry (Vancouver) and Councillor Tasha Henderson (New Westminster).

Small Communities Representative, Councillor Aidan McLaren-Caux (Nakusp).

Directors at Large, Sheila Boehm (Williams Lake), Councillor Vicki Brown (Cumberland),
Councillor Gord Klassen (Fort St John), Councillor Keith Page (Nelson), Director Roberta Schider (RDEK).