



## The Corporation of the Village of Salmo

### REGULAR MEETING (#03-26) INCLUDING ITEMS CLOSED TO THE PUBLIC

A Regular Meeting of the Council of the Village of Salmo to be held in Council Chambers at 423 Davies Avenue, Salmo, B.C. on **Tuesday, February 10, 2026 at 7:00 p.m.**

*The public may attend in person or electronically. The electronic link will be available on our website on Tuesday.*

**Traditional Lands Acknowledgement Statement:** We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

### AGENDA:

1. Call to Order

2. Adoption of Agenda

**STAFF RECOMMENDATION:**

Pg.1

That the agenda of Regular Meeting #03-26 of Tuesday, February 10, 2026 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.

3. Delegations

(1) Eden DuPont, Osprey Community Foundation - #08

Pg.5

4. New Business

5. Adoption of the Minutes

(1) **STAFF RECOMMENDATION:**

Pg.7

That the minutes of Regular Council meeting #02-26 of Tuesday, January 27, 2026 be adopted as presented.

6. Referrals from Delegations

(1) West Kootenay Kennel Club Event Request

Pg.11

**STAFF RECOMMENDATION:**

That Council approve the West Kootenay Kennel Club to host a 2026 dog show at KP Park between August 20<sup>th</sup> to August 24<sup>th</sup>, 2026 based on the staff recommended conditions.

7. Referrals from Prior Meetings - NIL

8. Policy Development & Review - NIL

9. Bylaw Development & Review - NIL

10. Administrative Report

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- (1) **OCP Survey Results** Pg.13  
**STAFF RECOMMENDATION:**  
That Council accepts the CAO report for information.
- (2) **OCP Public Hearing** Pg.15  
**STAFF RECOMMENDATION:**  
That Council direct staff to book and advertise for a public hearing to discuss the Official Community Plan at the Salmo Valley Youth and Community Centre for February 26<sup>th</sup>, 2026.
- (3) **Accessibility Plan Grant Application** Pg.17  
**STAFF RECOMMENDATION:**  
That Council direct staff to apply for the SPARC- BC Local Community Accessibility Grant for \$25,000.
- (4) **Fire Truck Purchase Update** Pg.19  
**STAFF RECOMMENDATION:**  
That Council accepts the CAO report for information.
- (5) **Local Government Development Approval Program (LGDAP)** Pg.21  
**STAFF RECOMMENDATION:**  
That Council accept the CAO report for information
- (6) **2026 Draft Capital Budget** Pg.23  
**STAFF RECOMMENDATION:**  
That Council approve the capital portion of the 2026 budget as presented.
11. **Accounts Payable** Pg.27  
**STAFF RECOMMENDATION:**  
That Council receive for information the list of accounts payable cheques and electronic fund transfers from January 23 to February 4, 2026 totaling \$82,841.45.
12. **Correspondence Requiring a Council Decision** Pg.29  
(1) **Edward Caulford, Salmo Elementary School, Re: Request for Two Turkey Crossing Signs - #07**  
**STAFF RECOMMENDATION:**  
That Council approve the request for two turkey crossing signs near the entrance to Salmo off Highway 3, with the location to be determined by staff.  
(Note: there were 18 letters submitted by students supporting the request and noting the safety factors for both people and birds.)
13. **Correspondence for Information Only - NIL**
14. **Member Reports & Inquiries**

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

**STAFF RECOMMENDATION:**

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

**15. Public Question Period**

**16. In Camera Resolution**

That the meeting be closed to the public under *Community Charter* Section 90(1)(c) labour relations or other employee relations.

**17. Reconvene Open Meeting**

**18. Adjournment**

*The next regularly scheduled Council meeting will be on February 24, 2026 at 7:00 p.m.*





DATE Feb. 5/26  
NO 08 TO MHC-FEB. 2026  
FILE NO 0230-01

SCHEDULE "E"  
The Corporation of the Village of Salmo  
DELEGATION APPLICATION FORM

Delegate(s) Name: Eden DuPont - Osprey Community Foundation

Mailing Address: 310 Ward Street, Nelson BC V1L 5S4

Email Address: development@ospreycommuni

Phone No.: (250) 352-3643

Delegation Status: (select one)

- [ ☒ ] Representing a Group/Organization/Business Osprey Community Foundation  
(Name of Group/Organization/Business)
- [ ☐ ] Attending as an Individual

Council Date Requested for Meeting: February 10th, 2026

Purpose of the Delegation Request:

To present on project success of Neighbourhood Small Grant program and request funding support towards ongoing program.

Note:

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

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

Signature: edpout

Date: Feb 5, 2026

This information is collected by the Village of Salmo in accordance with Section 124 of the *Community Charter* and is protected under the *Freedom of Information and Protection of Privacy Act*. The information will be used to facilitate processing this request to appear as a delegation before Council. Should you have any questions about the collection of this personal information, please contact the Village of Salmo, Corporate Officer at 250.357.9433.

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

\_\_\_\_\_  
Applicant's Initials

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

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

**FOR OFFICE USE ONLY**

Delegation Approved? Y ✓ Scheduled for Council Meeting on February 10, 2026

N \_\_\_\_\_

Reason not approved: \_\_\_\_\_

Response sent to requestor by: letter ☐ email ☒ on February 5, 2026



# The Corporation of the Village of Salmo

## REGULAR MEETING #02-26 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 27, 2026 at 7:00 p.m.

### **PRESENT:**

#### In Person:

Deputy Mayor Jennifer Lins  
Councillor Jonathon Heatlie  
Councillor Payton McKellar  
Councillor Kenzie Neil

CAO Derek Kwiatkowski  
Members of the Public -2

#### Electronically:

Mayor Diana Lockwood  
Members of the Public -2

### **CALL TO ORDER:**

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

### **AGENDA:**

R1-02-26

Moved and seconded, that the agenda of Regular Meeting #02-26 of Tuesday, January 27, 2026 be adopted as amended from *Council Procedure Bylaw #663, 2014* Schedule "A" to include a New Business section and a Public Question Period.

Carried.

### **DELEGATIONS: NIL**

### **NEW BUSINESS:**

RDCK Service  
Committee Meeting  
Discussion – Village of  
Salmo Non-Profit  
Organization Taxation  
Support and Funding  
Release Policy F-011

Council discussed the reasoning behind creating the Policy & confirmed which non-profit groups would be affected. This applies to the Salmo Valley Youth and Community Centre, Salmo Valley Public Library, Ymir Arts & Museum Society, Salmo Museum & the Salmo Chamber of Commerce. Administration had also confirmed that this does not affect Community Development Fund applications.

### **MINUTES:**

R2-02-26

Regular Meeting  
January 13, 2026

Moved and seconded, that the minutes of the Regular Council meeting #01-26 of Tuesday, January 13, 2026 be adopted as presented.

Carried.

### **REFERRALS FROM DELEGATIONS:**

R3-02-26

Salmo Valley Public  
Library 2026 Budget

Moved and seconded, that Council approve the 2026 funding for the Salmo Valley Public Library.

Carried.

### **REFERRALS FROM PRIOR MEETINGS: NIL**

### **OPERATIONAL REPORTS:**

R4-02-26  
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 November 21, 2025 to January 20, 2026. (See *Appendix A*).  
Carried.

R5-02-26  
Fire Department

Moved and seconded, that Council receive for information the written report dated January 1, 2026 provided by Fire Chief David Hearn for the period of November to December 2025. (See *Appendix A*).  
Carried.

R6-02-26  
Bylaw Enforcement

Moved and seconded, Council receive for information the written report on bylaw enforcement for the period of November 1 to December 31, 2025. (See *Appendix A*).  
Carried.

R7-02-26  
CAO Report – General Updates

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

R8-02-26  
Salmo Parks Master Plan

Moved and seconded, that Council direct staff to bring forward a potential project scope for the Salmo Parks Master Plan to the February 24<sup>th</sup> Regular Council Meeting for discussion. (See *Appendix A*).  
Carried.

R9-02-26  
2026 OCP Public Hearing

Moved and seconded, that Council direct to bring the results of the OCP Survey to the February 10<sup>th</sup> Regular Council Meeting for review.  
Carried.

**STRATEGIC PLAN:**

R10-02-26

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

**FINANCIAL REPORTS:**

R11-02-26

Moved and seconded, that Council receive for information the list of account payable cheques and electronic fund transfers from January 9, 2026 to January 22, 2026 totaling \$59,931.62.  
Carried.

R12-02-26

Moved and seconded, that Council receive for information the Treasurer's Report for December 2025.  
Carried.

**CORRESPONDENCE REQUIRING A COUNCIL DECISION:**

R13-02-26  
Royal Canadian Legion  
Branch #217 Re: Maple  
Leaf Motif on  
Crosswalks and Road -  
#02

Moved and seconded, that Council approve the Legions' request to paint the crosswalk at Sayward Avenue and Fourth Street as well as the road section between the Legion and 213 Fourth Street with the commemorative design, and further, that Council approve the use of village staff time with the costs to be taken from the community grant labour budget.

Carried.

R14-02-26  
Royal Canadian Legion  
Branch #217 Re:  
Memorial Banner  
Program - #03

Moved and seconded, that Council approve the Legions' request to hang memorial banners on the light poles located on Fourth Street.

Carried.

**CORRESPONDENCE FOR INFORMATION ONLY:**

R15-02-26

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

(1) RDCK Re: RDCK Organics Disposal Regulation 2026 - Initial Notification - #04

(2) Heritage BC Re: BC Heritage Week February 16-22, 2026 - #05

Carried.

**MEMBER REPORTS & INQUIRIES:**

Councillor Heatlie

Councillor Heatlie confirmed a meeting with the Village CAO & the Mayor to discuss a potential fire department portfolio.

Councillor Lins

Councillor Lins reported that she will be attending the next Library meeting.

Councillor McKellar

Councillor McKellar reported that he is setting up a meeting with the Principal from the Salmo High School and the museum. Councillor McKellar noted that the students suggested that the Village install turkey crossing signs around the Village.

Councillor Neil

Councillor Neil reported that she will be attending the next SVYCC meeting.

Mayor Lockwood

NIL

R16-02-26  
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:**

Angela Richens from the Salmo Legion thanked Council and staff for the support of the Legion & their various initiatives.

**ADJOURNMENT:**  
R17-02-26

Moved and seconded, that the meeting be adjourned.

Carried @ 8:05 p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, January 27, 2026.

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Mayor

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Chief Administrative Officer/CO



## The Corporation of the Village of Salmo

### Request for Decision

Report Date: February 4, 2026

Meeting Date: February 10<sup>th</sup>, 2026 (#03-26)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: West Kootenay Kennel Club Event Request

#### 1. **OBJECTIVE**

For Council to decide on the West Kootenay Kennel Club event to be held at KP Park.

#### 2. **DISCUSSION AND ANALYSIS**

At the January 13, 2026 Regular Council Meeting, the WKKC appeared as a delegation regarding holding their annual event at KP Park on Augst 20-24, 2026.

The presentation has stated that they will be setting up 2 show rings within the ball field, along with RV's & motorhomes belonging to the contestants and the organizers. The number was estimated to be up to 50 RVs on the field. There would also like the use of the market space for a vendor's market. They have requested to use the concession building however, the Village will likely condemn the concession building once the building inspection is completed in the spring, so there will be an alternative method to fundraise with food sales. There are viewing areas within the ball field area & the park will remain open to the public during the event. The event is free to the public.

Staff is recommending the following strategy for hosting large events within the space until the completion of the Salmo Parks Master Plan.

The Village would rent out the different spaces within the parks/ facilities at their own specific cost. This is a simpler strategy, rather than monitoring what happens during each event in each space. The Village restricts what happens within the space (i.e. limiting the vehicle weight on the ball fields). Applications that don't meet the thresholds may apply to Council for an exception. The WKKC is looking to rent the ball fields, market space/gazebo and are requesting power. A fee schedule is below. The market space/gazebo charge is a \$30/day charge, power is \$10/day and the ballfields would be \$200/day. These rates are comparable to other regional parks based on hourly rates but have considerations for field wear & tear built into the cost. The WKKC bring their own garbage dumpster & have volunteered to look after the garbage for the park during the event.

Staff would like to put forward the following condition recommendations for Council to approve the event:

1. These conditions apply to 2026 exclusively.
2. The Village will charge the WKKC as follows for the event:

| <b><u>Space</u></b>  | <b><u>Charge</u></b> | <b><u>Duration</u></b> | <b><u>Total Cost</u></b> |
|----------------------|----------------------|------------------------|--------------------------|
| Ball fields          | \$200.00             | 5                      | \$1,000.00               |
| Market Space/ Gazebo | \$30.00              | 5                      | \$150.00                 |
| Power                | \$10.00              | 5                      | \$50.00                  |

|              |  |  |                   |
|--------------|--|--|-------------------|
| <b>Total</b> |  |  | <b>\$1,200.00</b> |
|--------------|--|--|-------------------|

3. WKKC may operate a mobile food vendor on site in lieu of use of the concession building for fundraising purposes. No private mobile food vendors are permitted.
4. WKKC will supply their own dumpster & be responsible for the handling and disposal of the waste generated at the event.
5. WKKC are allowed a maximum of 50 RVs on the ball field surface. These are limited to organizer & contestant vehicles & are exempt from campground fees. All other vehicles will be directed to the Village campground & are subject to Village campground fees.
6. The maximum GVWR of any combination of vehicle, RV or trailer must not exceed 4600kg (maximum weight for a class 5 license). It is the responsibility of the WKKC to ensure that this weight limit is strictly adhered to & communicated with all event participants.
7. WKKC is permitted to construct temporary tent facilities as noted in the application Special Event Request Application Form.
8. The campground, playground and other facilities will be open to the public during the event.
9. All activities held within the event must adhere to all Village Bylaws & Policies.

Staff is recommending that Council approve the event for 2026 based on the preceding conditions. Once the Parks Master Plan is completed, what is approved in subsequent years will change to reflect the future use of the space. Although there may be some additional wear created on the field from the event & may affect the 2026 autumn ball season, this is a great litmus test for the Village. It will determine how large events are held at KP Park but more importantly it is another large community driven event for Salmo to enjoy. If there are unforeseen drawbacks, the Village will have the exposure to help address those for future events.

#### **RECOMMENDATION**

That Council approve the West Kootenay Kennel Club to host a 2026 dog show at KP Park between August 20<sup>th</sup> to August 24<sup>th</sup>, 2026 based on the staff recommended conditions.

#### **ALTERNATIVES**

1. That Council approve the West Kootenay Kennel Club to host a 2026 dog show at KP Park between August 20<sup>th</sup> to August 24<sup>th</sup>, 2026 based on the amended conditions.
2. That Council decline the application.



## The Corporation of the Village of Salmo

### CAO Report

Report Date: February 2, 2026  
Meeting Date: February 10, 2026 (#03-26)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: CAO Report – OCP Survey Results

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#### **BACKGROUND:**

On January 7<sup>th</sup>, 2026 the Village released the OCP Survey to reach out to residents on their thoughts for the future of our community. The Village received 130 responses, highlighting various points of view.

The Village received 129 total submissions, with approximately 74% of respondents being Village residents. Salmo's location, access to nature & outdoor recreation & affordability were the main reasons that residents choose Salmo as a place to live. Salmo is visited mainly for shopping & to take in events. People enjoy the smalltown feel of Salmo and the strong sense of community.

A common theme for improvement to the community is greater access to transit, better internet service, increased housing & increased business options. There is also a desire for the community to host another annual event to draw tourists. The events that were highlighted were Car/ATV Rally, a fall or Christmas event or an event tied to the Village's history such as a fishing derby or logging competition.

Salmo has a strong sense of community that actively supports Salmo businesses. There is also a desire for the Village to improve the aesthetic of the downtown core. The suggestions included repairing infrastructure, promote increased beautification, maintenance, & activity for downtown properties. The largest requests for essential businesses were for a laundromat, veterinary services, dentist & a post-secondary institution. Respondents stated that a Second hand/Thrift Store, bicycle sales/repair, clothing & an arts and crafts store would be essential for Salmo's future growth.

Over 80% of respondents agree that there should be more incentives given to local businesses. Approximately 58% would like the Village to increase the collaboration with Shambhala. Potential natural amenity improvements include work to the Salmo Ski Hill, KP Park, Salmo Golf Course & the Great Northern Rail Trail as well as other trails in the area. The respondents were varied regarding encouraging businesses within 15km with no noticeable pattern. The home-based businesses in the community are largely service based.

Respondents were generally in favour of combining the low and medium residential density, however more clarification is needed. They were also in favour of allowing commercial/residential structures & allowing an increase in height for secondary structures & allow secondary suites for new construction. An 65%/35% of the respondents do not want to see more mobile home parks.

Overall, the Village has a high level of community pride. Many respondents speak to the natural beauty, the clean environment, it's convenient location and the small-town feel & connectivity.

#### **STAFF RECOMMENDATION:**

That Council accepts the CAO report for information.





## The Corporation of the Village of Salmo

### Request for Decision

Report Date: February 5, 2026  
Meeting Date: February 10, 2026 (#03-26)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: OCP Public Hearing Scheduling

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#### 1. **OBJECTIVE**

For Council to direct staff to book the SVYCC for the Official Community Plan public hearing.

#### 2. **DISCUSSION AND ANALYSIS**

The Village has received and compiled the OCP Survey results. The next step in the process would be to book a public hearing. This will be one of the last steps for the public consultation process. Administration is recommending that the meeting be booked in either late February or the middle of March. This will give enough notice to the public & not overlap with the March 9<sup>th</sup> public hearing for the Parks Master Plan.

#### **RECOMMENDATION**

That Council direct staff to book and advertise for a public hearing to discuss the Official Community Plan at the Salmo Valley Youth and Community Centre for February 26<sup>th</sup>, 2026.

#### **ALTERNATIVES**

1. That Council direct staff to book and advertise for a public hearing to discuss the Official Community Plan at the Salmo Valley Youth and Community Centre for March 18th, 2026.
2. That Council direct staff to book and advertise for a public hearing to discuss the Official Community Plan at the Salmo Valley Youth and Community Centre for an alternative date.





# The Corporation of the Village of Salmo

## Request for Decision

Report Date: February 5, 2026  
Meeting Date: February 10<sup>th</sup>, 2026 (#03-26)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: Accessibility Plan Grant Application

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### 1. OBJECTIVE

For Council to direct staff to apply for the SPARC- BC Local Community Accessibility Grant.

### 2. DISCUSSION AND ANALYSIS

In late 2024, the Village began the process of creating an Accessibility Plan. Administration had sent out an Accessibility Survey to Village residents with minimal response. A small rough draft of an Accessibility Plan was created but upon further review, another attempt is required. Administration would like to apply for the SPARC- BC Local Community Accessibility Grant Program that is a grant for up to \$25,000. The program was originally set to expire on March 31, 2026, however, it has been confirmed that this deadline will be extended.

Staff is recommending that the new Accessibility Plan have 2 focus areas. The first is an assessment of the Village buildings and infrastructure. The assessment will create a list of successes & deficiencies that the Village may use to prioritize infrastructure improvements. The second is a focus on Communication & Engagement by using technology. This is exploring ways to support more active participation and engagement of persons with disabilities in all aspects of community life (economic, social, cultural and recreational) using assistive devices and technology. These 2 focuses will tie into the Village's Asset Management Plan, Village Financial Planning, and increase community engagement.

Staff would like to use the grant funding to hire a consultant to oversee the project, including drafting an Accessibility Plan. Staff would be required to work with the consultant in a support capacity. The opportunity would be posted on BCBid upon the awarding of the funding. This project would begin in the summer of 2026, once the current projects are completed. The use of a consultant to build a draft will give staff the time to complete the preparations for the election & finalize the 2026 projects with minimal disruption.

### RECOMMENDATION

That Council direct staff to apply for the SPARC- BC Local Community Accessibility Grant for \$25,000.

### ALTERNATIVES

1. That Council decline the request to apply for the SPARC- BC Local Community Accessibility Grant.





## The Corporation of the Village of Salmo

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### CAO Report

Report Date: February 4, 2026  
Meeting Date: February 10, 2026 (#03-26)  
From: Derek Kwiatkowski, Chief Administrative Officer  
Subject: CAO Report - Fire Truck Purchase Update

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#### **BACKGROUND:**

The fire truck purchase is proceeding, with the Village sending all necessary paperwork to the various stakeholders. This includes applying to the province for a Certificate of Approval and sending the RDCK a copy of the completed bylaw and the formal municipal security issuing resolution. The RDCK will be responsible for passing this at the board level & sending it to the province.

Once these have been officially received by the Province & MFA, they will be able to add the Village's request to the MFA's Spring Intake for funding. The Village will be required to submit a 50% (roughly \$425,000) downpayment on purchase within 15 days of the purchase truck. This purchase will not proceed until the loan has been secured. Staff is working through the budget effects but this won't affect service delivery or the rest of the budget.

#### **STAFF RECOMMENDATION:**

That Council accepts the CAO report for information.





## The Corporation of the Village of Salmo

### CAO Report

Report Date: January 23, 2026

Meeting Date: February 10, 2026 (#03-26)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: CAO Report- Local Government Development Approval Program (LGDAP)

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#### **BACKGROUND**

On January 5, 2026 the province relaunched the Local Government Development Approval Program (LGDAP). This program is a grant designed to assist municipalities implement best practices to improve development approval processes. One of the goals of the program is to decrease permit approval times to allow for more housing construction.

The Village has robust planning and development documents and rules but admittedly, the application processes need to be easier to navigate through. This program will allow the municipality to have qualified planning professionals review the application process & provide feedback on the gaps that cause the application and approval process to slow down. This review by staff was already started by staff beginning in the fall, however, the project hasn't produced anything of merit yet.

Staff will be working through the grant application process to determine the specific scope for the Village. If staff determine that this project will cost more than \$50,000 a Council resolution must be submitted with the application process. After discussions amongst staff, the Village will be requesting \$50,000 in the grant application. This reflects the Village's ongoing work with the OCP, Zoning Bylaw & how those changes will affect the application processes. The Village created the Development Application Procedures Bylaw in 2024, so the Village has already begun this process. The primary focus will be ensuring that this bylaw works with new OCP & Zoning Bylaw and to provide helpful guides and visuals for applicants.

The RDCK has approached the Village to collaborate on this project, however, it has been determined that the Village's processes will not receive any additional benefit through the collaboration project. One reason is the Village & the RDCK have different philosophies for implementing the STEP Code & this would change the application review process. The amount of funding available is up to \$200,000 for each municipality. The deadline for the application is March 13, 2026.

#### **STAFF RECOMMENDATION:**

That Council accept the CAO report for information.





## The Corporation of the Village of Salmo

### Request for Decision

Report Date: February 5, 2026

Meeting Date: February 10<sup>th</sup>, 2025 (#03-26)

From: Derek Kwiatkowski, Chief Administrative Officer

Subject: 2026 Draft Capital Budget

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#### 1. OBJECTIVE

For Council to review the 2026 capital budget draft.

#### 2. DISCUSSION AND ANALYSIS

The 2026 Draft Capital Budget is a mix of core infrastructure improvements, community enhancement projects, equipment purchases, a new fire engine, several engineering studies & administrative projects. The work is prioritized with information from the 2016 Asset Management Plan as well as some preliminary analysis of the Asset Management Plan that is underway. Some of the work was awarded in late 2025 & a couple of projects are carried forward from previous years.

Several changes from the last draft capital budget include adding the previously awarded projects & adding the purchases for successful grant applications.

- More clarification was requested from Council regarding the pumps for the Wastewater Treatment Plant. The WWTP had pump failures in 2025. These new pumps will ensure that operation will not be affected in the event of a pump failure.
- The Village is estimating an increased cost in developing the KP Park Campground Expansion, however, it is estimated that these costs will be recovered in 2-3 years with increased camping revenue.
- The plow truck was up for replacement in 2025, however it was difficult to find an appropriate replacement. It will be scheduled for replacement in 2026.
- Along with the cost of a new fire engine, the Fire Department's Rescue Van is due for replacement. The current rescue van will be moved to the public works department in lieu of purchasing a pickup truck as one of the Village's pickup trucks was removed from service. The use of the rescue van will be reviewed in 2027.
- Staff is requesting several engineering reports to be completed. The Village is looking to build a workplan for work on Erie Creek Dike. The Village is also looking at replacing the current concession building. Given the community involvement with this project, it will be unlikely that the Village will be able to design and construct the building in 2026. The construction will be pushed until 2027.
- Staff is also requesting that the Village begin building a formal human resources framework. This will give the Village job descriptions, pay scale, labour relations, training and development, discipline, and health and safety.
- There is also a provincial grant available called the Local Government Development Approvals Program (LGDAP). It is a grant that will streamline development processes including providing clear communication to different types of developers & provide a straightforward approach to applying for development & steps to make approval as simple as possible.

There are a few instances of increasing inventory for critical infrastructure such as the WWTP pumps. This will assist the Village in emergency situations & allow staff service the plant with more efficiency.

There are several engineering reports that staff would like to purchase. This would include engineering for a WWTP upgrade to determine the overall capacity for the plant, a workplan for dike repairs, & a water study is necessary to determine the overall system capabilities & future capacity of the reservoir.

#### **RECOMMENDATION**

That Council approve the capital portion of the 2026 budget as presented.

#### **ALTERNATIVES**

1. That Council approve the capital portion of the 2026 budget as amended.
2. That Council direct staff to bring the capital budget to the February 24<sup>th</sup> Regular Council Meeting for discussion.





Village of Salmo  
Accounts Payable January 23 to February 4, 2026

| Cheque # | Pay Date   | Vendor Name                          | Description                               | Paid Amount |
|----------|------------|--------------------------------------|---|-------------|
| 018565   | 2026-01-23 | Ace Courier Systems                  | 2012 Trackless Part/Water Sample Shipping | \$91.14     |
| 018568   | 2026-01-23 | Air Liquide Canada Inc.              | Fire Dept. Supplies                       | \$18.06     |
| 018567   | 2026-01-23 | AKBLG                                | 2026 Membership Dues                      | \$350.44    |
| 018566   | 2026-01-23 | Andrew Sheret Limited                | WWTP Supplies                             | \$613.54    |
| EFT      | 2026-01-27 | B Speers Contracting                 | Sewer Treatment Plant Maintenance         | \$1,024.93  |
| EFT      | 2026-01-27 | BC ONE CALL Ltd                      | BC ONE CALL Services                      | \$19.48     |
| 018559   | 2026-01-23 | City of Nelson                       | Financial Services Contract               | \$10,652.78 |
| 018569   | 2026-01-23 | CivicInfo BC                         | Membership 2026                           | \$160.65    |
| 018560   | 2026-01-23 | Columbia Basin Broadband Corporation | Office Internet                           | \$280.00    |
| 018558   | 2026-01-23 | Commissionaires British Columbia     | Bylaw Enforcement                         | \$342.66    |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$33.80     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$23.78     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$34.48     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$24.32     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$243.62    |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$170.82    |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$154.68    |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$220.55    |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$21.79     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$30.87     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$21.79     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$30.87     |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$100.02    |
| EFT      | 2026-01-27 | Fortis BC - Natural Gas              | Natural Gas Expense                       | \$142.65    |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$24.56     |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$46.23     |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$188.83    |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$446.02    |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$178.77    |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$305.31    |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$19.43     |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$34.91     |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$207.50    |
| EFT      | 2026-01-27 | Fortis BC Inc.                       | Electric Expense                          | \$96.78     |

Village of Salmo  
Accounts Payable January 23 to February 4, 2026

| Cheque #             | Pay Date   | Vendor Name  | Description                     | Paid Amount        |
|----------------------|------------|--|---------------------------------|--------------------|
| 018570               | 2026-01-23 | FortisBC   | Street Light Repair             | \$592.83           |
| EFT                  | 2026-01-27 | GFL Environmental Inc. 2020                                | Residential Garbage Services    | \$8,406.77         |
| EFT                  | 2026-01-27 | GFL Environmental Inc. 2020                                | P.W. WWTP Garbage Services      | \$1,620.58         |
| EFT                  | 2026-01-27 | Imperial Oil Esso  | P.W. F.D. Fuel Fleet Purchases  | \$2,005.62         |
| EFT                  | 2026-01-27 | Imperial Oil Esso  | P.W. F.D. Fleet Fuel            | \$893.21           |
| 018561               | 2026-01-23 | Inland Kenworth Ltd  | F.D. E5 CVI/Repair              | \$1,065.95         |
| EFT                  | 2026-01-27 | Innov8 Digital Solutions Inc.                              | Photocopier Expense             | \$1,297.64         |
| 018571               | 2026-01-23 | Kendrick Equipment (2003) Ltd.                             | 2012 Trackless Parts            | \$285.56           |
| EFT                  | 2026-01-27 | Kootenay Industrial Supply Ltd.                            | WWTP Materials                  | \$50.05            |
| EFT                  | 2026-01-27 | Lidstone & Company   | Legal Services                  | \$102.49           |
| EFT                  | 2026-01-27 | Lordco Auto Parts  | 2018 Loader Parts               | \$62.19            |
| 018572               | 2026-01-23 | Main Jet Motorsports Inc.                                  | P.W. Chainsaw Parts             | \$10.08            |
| 018573               | 2026-01-23 | Mills Office Productivity                                  | Office Supplies                 | \$224.32           |
| 018574               | 2026-01-23 | Mountain Logic Solutions Inc.                              | WWTP Maintenance                | \$754.43           |
| EFT                  | 2026-01-27 | Passmore Laboratory Ltd.                                   | Water Sample Testing            | \$275.00           |
| 018575               | 2026-01-23 | Profire Emergency Equipment                                | F.D. E6 Parts                   | \$14,635.58        |
| Pre-Authorized Debit | 2026-02-03 | Province of BC   | School Tax Remittance           | \$4,003.66         |
| 018562               | 2026-01-23 | Regional District of Central Kootenay                      | 2025 Fire Smart/Assess/Rebates  | \$14,008.47        |
| Pre-Authorized Debit | 2026-02-02 | Royal Bank Central Card Services                           | Service Fees                    | \$109.52           |
| 018563               | 2026-01-23 | Salmo Village Grocery                                      | F.D. Gift Card, Office Supplies | \$988.19           |
| EFT                  | 2026-01-27 | Sensible Solutions Inc.                                    | IT Managed Services             | \$1,851.76         |
| EFT                  | 2026-01-27 | Startup HVAC Solutions LTD                                 | P.W. Shop Maintenance           | \$4,575.33         |
| 018564               | 2026-01-23 | Summit Truck & Equipment                                   | F.D. E5 Service Call            | \$192.50           |
| EFT                  | 2026-01-27 | Summit Truck & Equipment                                   | Parts - Plow Truck              | \$3.62             |
| EFT                  | 2026-01-27 | Sutco Contracting Ltd                                      | 1998 Loader - Tow Charges       | \$461.48           |
| EFT                  | 2026-01-27 | Telus  | Alarm Monitoring                | \$31.50            |
| EFT                  | 2026-01-27 | Telus  | Alarm Monitoring                | \$26.25            |
| EFT                  | 2026-01-27 | Telus Communications Inc.                                  | Telephone/Fax/Internet Expense  | \$1,170.97         |
| EFT                  | 2026-01-27 | Telus Communications Inc.                                  | Office Fax                      | \$85.01            |
| EFT                  | 2026-01-27 | Telus Mobility   | CAO/P.W. Cell Phone Usage       | \$395.83           |
|                      |            | Employee Benefits, Reimbursements and Salaries (Council 1) |                                 | \$6,299.00         |
|                      |            | <b>Total:</b>  |                                 | <b>\$82,841.45</b> |

DATE Feb. 2/26  
NO 07 TO MNC-FEB. 10/21  
FILE NO 0220-30  
VILLAGE OF SALMO

Dear Councilor McKellar,

My name is Edward Caulford and I am the grade 4/5 teacher at Salmo Elementary School. It was so great to see you at our school assembly on Monday morning. Thank you for taking an interest in our school and our students. I am writing to let you know of a local initiative that I am exploring with my class. We have noticed that the turkeys in Salmo are becoming more present on our local roads. I have prompted my class to write to you about why it is important to have signage in Salmo to warn drivers about the potential turkey crossings on our roads. It is our hope to address issues such as driver and wildlife safety and to make our roads safer for everyone. We would like to see two turkey crossing signs installed on Railway Ave as you enter Salmo in either direction. Enclosed you will find letters written by my class requesting the signage and why they think it is an important initiative for the village of Salmo. Please read them with care and write back to us when you can. I know they are looking forward to hearing from you. Thank you for your consideration on this local matter and for providing a voice for our students.

Best wishes,

Edward Caulford

