



2024 ANNUAL REPORT



For the year ending December 31, 2024

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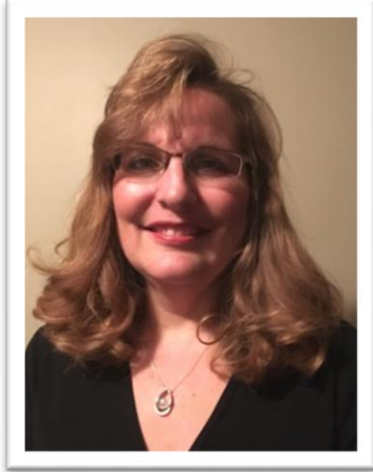
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Cover Photo: Historical Mining Equipment Park

MESSAGE FROM THE MAYOR



I acknowledge and respect the Indigenous peoples within whose traditional lands we work, live, and play on.

It is my pleasure to provide this update on municipal services in the Village of Salmo for 2024.

I am happy to report we have met our statutory requirements for our financial reporting and received a positive and unqualified audit.

As Municipal Director of the Regional District of Central Kootenay (RDCK) for Salmo, I sit on the West Kootenay Transit committee, am a board member on the Economic Trust Southern Interior – BC (ETSI-BC) and chair the Regional Advisory Committee (RAC). I am pleased to say that working on these

boards and with these committees brings greater attention for Salmo.

The Village of Salmo shares several regional services, mostly with Area G, but we also share regional parks services with Nelson, Area E and F through the RDCK.

Salmo does what Salmo does best – continues to be a welcoming community.

As we move through an ever-changing climate, we are learning how to be better stewards of this land.

Council was tasked with the Housing Legislative requirement through Bill 44 and 46, making sure we are in compliance with the Wastewater Treatment Plant, being apart of the Community Resiliency Investment Program, placed bear safe garbage cans at the Tennis Court and entrance to Big Rock, partnering with the RDCK for Floodplain Mapping and Management Bylaw Review, and searching for water leaks. We welcomed our new Chief Administrative Officer in September.

It is an honour to be a part of this community we call home. Volunteerism continues in our community with pride in all the contributions and contributors that help make our community successful. With the dedication of Council and Staff, we will continue to prosper and grow.

Sincerely,

Diana L. D. Lockwood, Mayor

REPORT FROM THE CHIEF ADMINISTRATIVE OFFICER

2024 highlights included:

- Harmonic upgrades to the Wastewater Treatment Plant have been started.
- Completed the installation of generators at the Village's water wells.
- Engineering for the Glendale Bridge guardrails has been started with actual construction to take place in 2025.
- Water Source Protection Plan study was completed.
- Perimeter fence installed at the Wastewater Treatment Plant.
- Energy efficiency upgrades to the Village office and Public Works shop have been completed.
- The Fire Department was outfitted with new turn-out gear and supplies.

Disappointments:

- Mining Heritage Exhibit is still not finalized.

Bylaws adopted in 2024:

- 752 Utility Fees Bylaw 2024
- 753 Development Applications Procedures Bylaw 2024
- 754 Zoning Bylaw Amendment (Small-Scale Multi-Unit Housing) Bylaw 2024
- 755 Financial Plan Bylaw 2024-2028 Bylaw 2024
- 756 Annual Tax Rate Bylaw 2024
- 757 Zoning Bylaw Amendment (ADU - 740 Davies Avenue) 2024
- 758 Property Tax Exemption Bylaw 2025
- 759 Property Tax Exemption Bylaw 2025

During my short period of time as the Chief Administrative Officer, I have been impressed with the dedication and competency of all Village staff. It has been a pleasure to work with them and assist in moving the many projects that council has approved forward.

Derek Kwiatkowski

Chief Administrative Officer

VILLAGE OF SALMO COUNCIL

ELECTED REPRESENTATIVES 2024

Mayor Diana Lockwood
 Councillors Melanie Cox
 Jonathon Heatlie
 Jennifer Lins
 Kenzie Neil



L-R: Councillor Cox, Councillor Neil, Mayor Lockwood, Councillor Heatlie, Councillor Lins

APPOINTED OFFICERS

Chief Administrative Officer/Corporate Officer (CAO/CO) Ange Qualizza (*until March 7, 2024*)
 Linda Tynan (*Interim until September 8, 2024*)
 Derek Kwiatkowski (*September 9, 2024*)

Finance Officer Nathan Russ

Auditors Childs Chanton

Bank Kootenay Savings Credit Union

DECLARATION AND IDENTIFICATION OF DISQUALIFIED COUNCIL MEMBERS

During the year 2024 the Village has not made, nor is the Village aware of electors of the Village of Salmo having made, an application to court for a declaration of disqualification of a person elected or appointed to office on the Council of the Village of Salmo.

VILLAGE OFFICE

The four members of the Village office team are the communications link between Council and the public, providing advice & assistance to citizens with respect to Council/Committee processes, reporting procedures and decisions. Staff are responsible for: drafting bylaws, resolutions and agreements for the Village; maintaining minutes and overseeing record keeping for all Council and committee meetings; ensuring access to all public records (Freedom of Information); accounts payable and receivable; taxation and utility billing; overseeing general bylaw enforcement; administering, monitoring and seeking compliance with the bylaws enacted by the Mayor and Council to regulate the conduct of affairs in the Village; reviewing and advising on Building Permit applications, facilitating internal and external communications, providing legislative service, providing affirmations, and overseeing policy development.

PUBLIC WORKS

The four-person Public Works team, lead by the Public Works Foreman, is responsible for the maintenance and upkeep of Village-owned existing buildings, lands, utilities, and infrastructure. They are assisted each summer by students who are mainly responsible for parks and public spaces maintenance. The health and safety of our citizens is the top priority of the Public Works department. Some of the functions regularly performed by the Public Works crew are:



- Utilities - Maintenance and upgrades to: The municipal water distribution network comprising approximately 15 km of water mains, 552 water connections as well as 2 well sites. The sanitary sewer collection system comprising approximately 14 km of pipes with 542 connections, plus the storm water collection system.
- Roads and Sidewalks - Maintenance and upgrades to municipal traffic signals, road markings and signage; municipal curbs, sidewalks, and roads; street sweeping; snow and ice clearing.
- Parks and Green Space - Public Works maintains approximately 20 hectares of public parks including playing fields, a campground, washrooms, trails, and green space.
- Maintaining a 14-unit fleet comprised of construction, snow removal and parks equipment plus mowers, weed whackers, flood pumps and other small tools. Ensuring that all the Village's vehicles and associated municipal equipment are serviced, maintained, and inspected to meet the requirements of the Commercial Vehicle Service Enforcement Agency, allowing them to operate in a safe manner on the highways.
- Internments, grave marker placement and maintenance at the Salmo Cemetery.

FIRE PROTECTION SERVICES

The Salmo Volunteer Fire Department (FD) consists of Chief David Hearn, a Deputy Chief, 4 Captains, and 21 volunteer firefighters. The department supplies fire suppression, fire investigation and fire prevention services for homes, businesses, as well as rescue services and attendance at motor vehicle incidents, plus rope rescue to the citizens of Salmo and parts of surrounding Area G.

52 fire practices were held in 2024. We responded to 101 calls in 2024, which is the second highest number of calls we have ever had. It is a 15% higher number of calls than our five-year average. Highway rescue calls remained the largest source of calls, making up nearly 50% of call volume. Calls for highway rescue will continue to remain the FD's largest source of calls as the BC Ambulance Service is more routinely calling upon fire departments to respond to MVI's where there is very limited information received from the caller.



The junior firefighter program is proving to be a welcome addition for student aged 16 to 18. We currently have three junior member who are taking part in our junior firefighter program. The FD encourage students from Salmo Secondary School to try out for this program, as it counts as volunteer credits towards their graduation. These junior members train alongside of regular members and can help at some scenes but are not put into any risky situations. When they turn 19, they are fully trained and ready to become regular members.

Lack of any communications service in areas such as the top of Kootenay Pass is still a major concern to all first responders. Our Garmin In-Reach GPS allows us to send messages and receive text messages via the satellites. We routinely use this device to mark our location at scenes, to say that we do not require further help, or to request members respond to our location if we need any further help. The RDCK took back the Sat-Phone we have had for the last several years. We had that valuable tool, but we very rarely used it.

During the year the Salmo Fire Department did not respond to any calls where rope rescue was required, however, we responded to three calls where auto-extrication was required (including one fatality). We also responded to a significant wind event, where crews responded to multiple sites for downed trees across roads and highways. We also responded to two structure fires during the year.

Public education, including FireSmart in partnership with the RDCK, with the residents in and around Salmo continues via monthly news articles and Facebook posts. Fire extinguisher training has been given to school bus drivers throughout School District 8 to better equip them for keeping our children safe.

STATEMENT OF PERMISSIVE TAX EXEMPTIONS

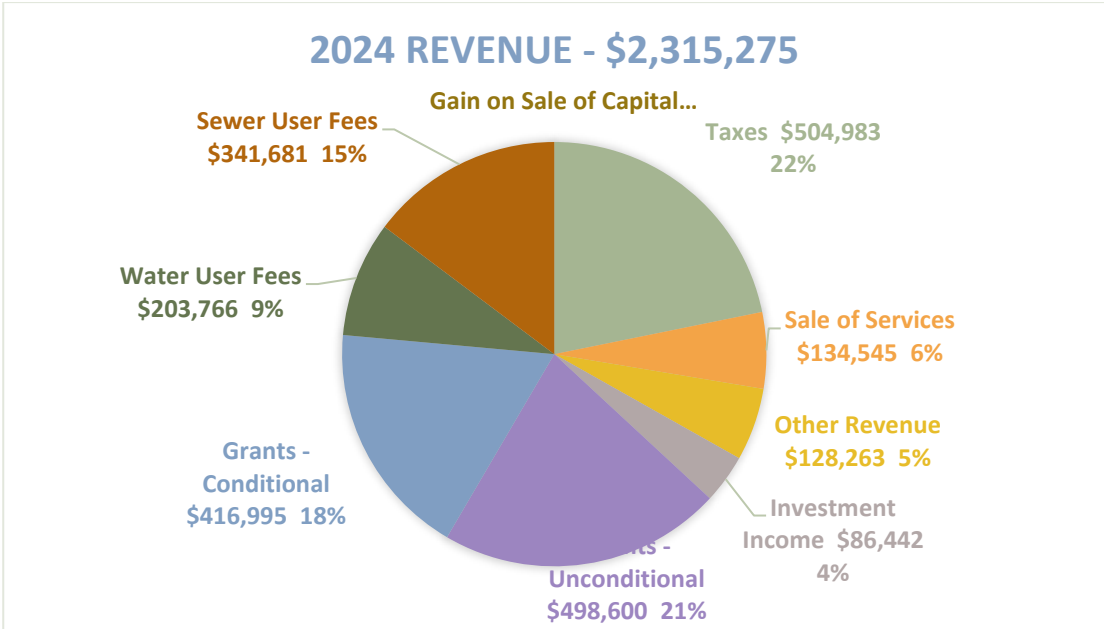
In accordance with Part 7, Division 7, Section 224(2) of the *Community Charter*, the following properties in the Village of Salmo were provided permissive property tax exemptions by Council in 2024.

Legal Description	Civic Address	Organization	Value of Permissive Exemption
Lot 24 and Lot 25, Block 22, Plan 622A, DL206A, Kootenay Land District	402 Baker Ave	Roman Catholic Bishop of Nelson	\$269.61
Lot 1 and Lot 2, Block 23, Plan 622A, DL206A, Kootenay Land District	304 Main Street	Salmo Community Memorial Church Assoc.	\$259.61
Lot 3, Plan 15447, DL206, Kootenay Land District	430 Cady Road	Salmo Baptist Church	\$455.44
Lot 1, Plan 11031, District Lot 206, Kootenay Land District	1003 Glendale Ave	Salmo Valley Curling and Rink Association	\$4,010.45
Lot B, Plan EPP9579, District Lot 206 and 206A, Kootenay Land District	206-7 th Street	Salmo Valley Youth and Community Centre	\$21,803.58
Parcel D (Being a Consolidation of Lots 1-3, See LB472515) Block 5, Plan 622, DL 206A, Kootenay Land District	104-4 th Street	Salmo Square Society	\$1,746.56
Lot 2, Plan NEP 71801, DL 206 and DL 206A, Kootenay Land District	730 Railway Ave	Salmo & Area Supportive Housing Society	\$1,721.91
Lot A, Plan NEP75263, DL206A, Kootenay Land District	311 Railway Ave.	Salmo Community Resource Society	\$1,729.00
Parcel C (Being a Consolidation of Lots 9-12, See CA7516655) Block 21, Plan NEP622A, DL206A, Kootenay Land District	303 Fourth Street	Royal Canadian Legion	\$1,045.71
Parcel Z, Block 11, Plan NEP622, DL206A, Kootenay Land District	517 Davies Avenue	Salmo Senior Citizens Society	\$2,525.64

2024 MUNICIPAL SERVICES AND OPERATIONS

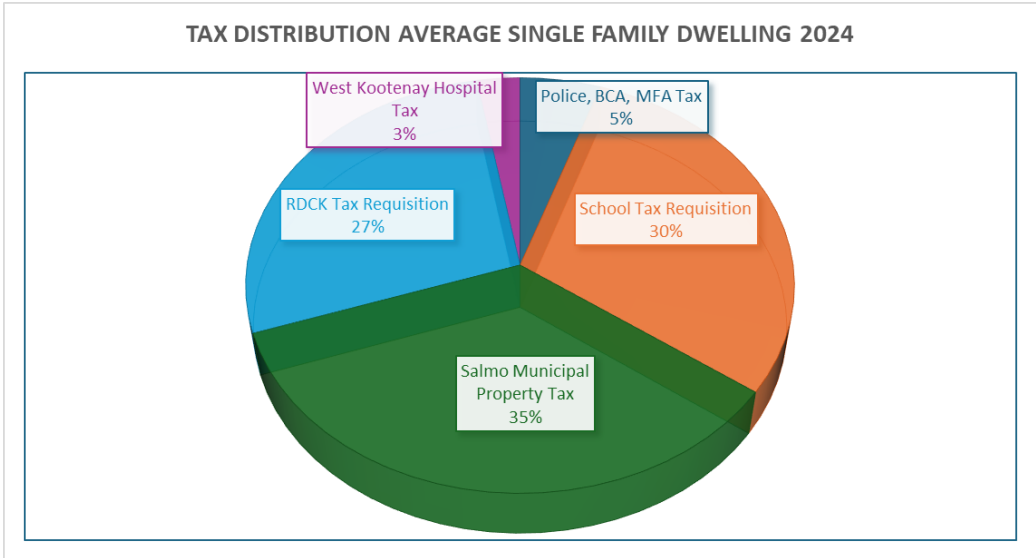
REVENUES

The Village collected \$504,983 in taxes; \$134,545 from the sale of services; \$128,263 in other revenue from own sources; \$86,442 in investment income, \$498,600 in unconditional grants and \$416,995 in conditional grants. Water and sewer user fees totalled \$545,447. No tangible assets were disposed of.



The total revenue collected does not include taxes collected for other agencies, such as schools, the regional district, hospital taxes, etc.

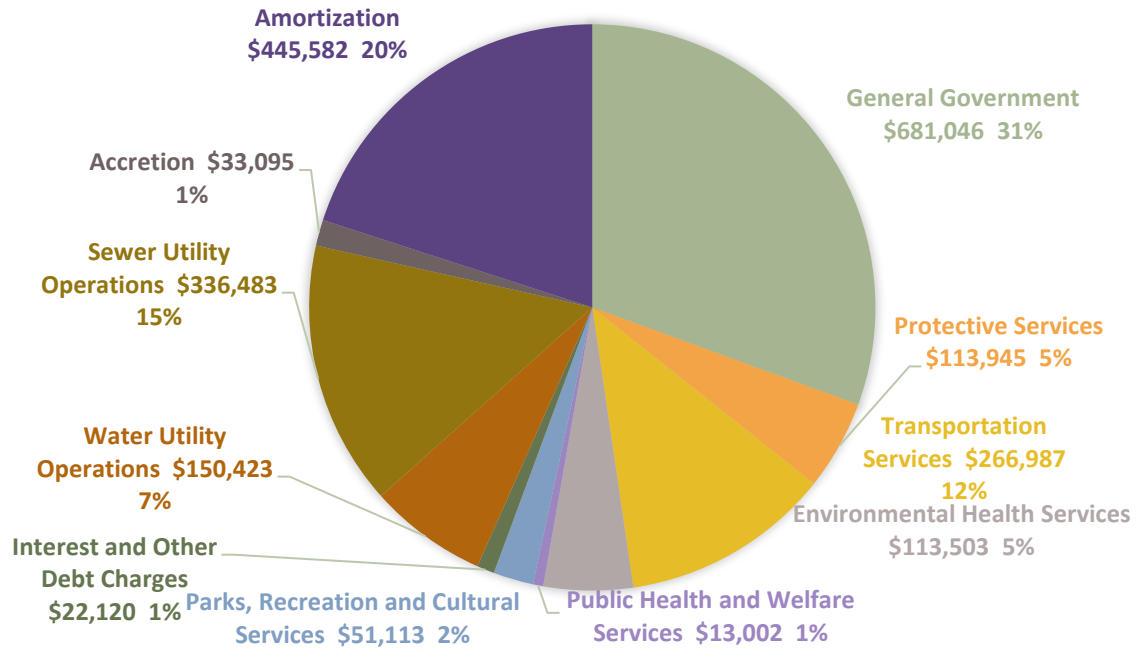
TAX DISTRIBUTION AVERAGE SFD 2024 - Assessed Home Value \$370,600 before HOG¹ = \$2,071



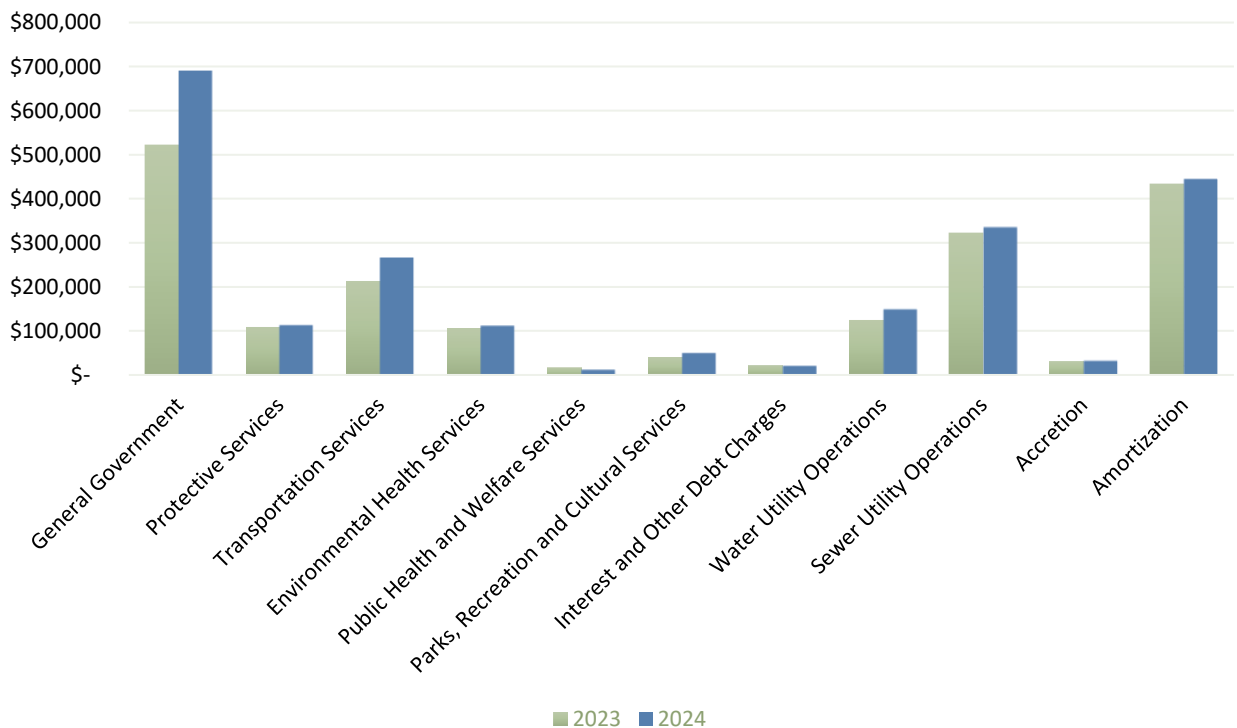
¹ SFD = single family dwelling; HOG = Home Owners Grant discount

EXPENSES

2024 EXPENSES - \$2,237,299



Expenses - 2023 vs 2024



GENERAL GOVERNMENT

\$691,046 – 31.0% of expenditures in 2024 - *General government includes the cost of the administration, including Council operations, legal and auditing services, training, liability insurance and other general overhead expenditures.*

PROTECTIVE SERVICES

\$113,945 – 5.0% of expenditures in 2024 - *Protective services include the operation of the fire department, bylaw enforcement, dog control, and emergency measures such as flood control.*

TRANSPORTATION SERVICES

\$266,987 – 12.0% of expenditures in 2024 - *Transportation services include the cost of the public works shop, all the Village's equipment, winter and summer road maintenance, sidewalks and streetlights.*

ENVIRONMENTAL HEALTH SERVICES

\$113,503 – 5.0% of expenditures in 2024 - *Environmental health services include the cost of garbage collection and Spring and Fall clean-up.*

PUBLIC HEALTH AND WELFARE SERVICES

\$13,002 – 1.0% of expenditures in 2024 - *Public health and welfare services include the operation and maintenance of the Wellness Centre and the cemetery.*

PARKS, RECREATION AND CULTURAL SERVICES

\$51,113 – 2.0% of expenditures in 2024 - *Parks, recreation and cultural services include the operation and maintenance of KP Park, Lion's Park, Springboard Park, and the Esso lots.*

INTEREST AND OTHER DEBT CHARGES

\$22,120 – 1.0% of expenditures in 2024 - *Interest and other debt interest and fiscal services includes the interest on borrowing and bank service charges.*

WATER UTILITY OPERATIONS

\$150,423 – 7.0% of expenditures in 2024 - *Water utility operations include water supply and distribution.*

SEWER UTILITY OPERATIONS

\$336,483 – 15.0% of expenditures in 2024 - *Sewer utility operations include sewage collection and treatment.*

ACCRETION

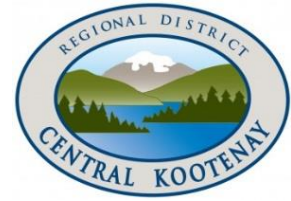
\$33,095 – 1.0% of expenditures in 2024 - *This amount reflects the incremental expense incurred from asset retirement obligations which rise over time.*

AMORTIZATION

\$445,582 – 20.0% of expenditures in 2024 - *This is the amount of annual depreciation of the Village assets.*

2024 BUILDING ACTIVITIES SUMMARY

The Regional District of Central Kootenay provides building inspection services for the Village of Salmo. The assigned Building Official is responsible for the administration and enforcement of the BC Building Code and scrutinizes all building plans to ensure that the structural integrity, fire safety and plumbing are all in compliance with the Building Code and municipal bylaws. The Inspector works closely with Village staff to ensure compliance with Village Bylaws.



2024	Total Construction Value	# Permits	Permit Fees/Renewals	Village Fees Collected
Residential - New	\$0.00	0	\$0.00	\$0.00
Residential – Additions/Renovations/Accessory	\$379,300.00	6	\$4,245.65	\$424.56
Mobile Homes	\$0.00	0	\$0.00	\$20.00
Commercial	\$0.00	0	\$0.00	\$0.00
Commercial – Additions/Renos	\$285,000.00	3	\$3,122.81	\$312.27
Industrial (new and additional)	\$0.00	0	\$0.00	\$0.00
Institutional (new and additional)	\$0.00	0	\$0.00	\$0.00
Permit Renewals	\$25,000.00	1	\$100.00	\$10.00
Other (temporary structure, etc.)	\$0.00	0	\$25.00	\$0.00
Total	\$689,300.00	10	\$7,493.46	\$766.83

PROGRESS REPORT FOR 2024

The *Community Charter* requires a progress report respecting the previous year in relation to the objectives and measures established for that year. This chart represents objectives set for 2024.

Objective	Strategies	Progress Measures	2024 Progress
Admin & Planning			
Clean financial audits.	Compliance with all requirements including proper records management and timely regulatory filings.	Unqualified auditor’s report.	Unqualified auditor’s report & clean audit received.
Written contracts for all work.	Ensure written contracts are in place for all services, leases, agreements, sponsorships, etc.	Database of contracts, leases, and agreements populated with new and updated contracts.	Ongoing.
Continue asset management process in key areas.	Completion of new Asset Management Plan that will include new assessments of all equipment & infrastructure.	Asset management plan of Village machinery and equipment and utilities. Progress in integrating finance, administration and operations with mapping.	Review of work completed to date, launching Asset Management Plan in 2025.
Zoning/Land Use Bylaw	Council to explore housing options such as secondary suites and/or additional dwelling units	Pass new bylaw	Working towards compliance with Bill 44, Bylaw achieved 1 st reading in 2024.
Pursue grant funding.	Exploration of a wide range of grant opportunities. Receive grants for:	Successful grant applications.	Ongoing number of grants.
Parks & Cemetery			
Upgrade of KP Park Ball Diamonds.	Groom fields, add top soil and grass seed. Three-year program.	Improved ball diamonds	Ongoing.
Memorial Wall at cemetery	Construction complete, build policy document to wall management.	Policy framework created for wall management.	Staff finalizing policy document.
Green Initiatives			
Energy efficiency upgrades and solar power installation for Village buildings	Solar power installation & energy efficiency upgrades and solar power installation.	Successful grant application & installation.	Heat pumps installed in Village Office, solar power installed at Village Office & Public Works Shop.
Roads			
Improve condition of roads & sidewalks through pavement repair, pothole patching, etc.	Continual replacement & repair of above-ground infrastructure.	Numerous pothole & pavement patches to improve roads.	Patched and repaired priority sidewalks and roadways.
Fire Services & Emergency Preparedness			
Wildfire/Urban Interface Fire Risk Management.	Reduce fire risk	Community awareness of FireSmart program.	Continued FireSmart community awareness campaign, ongoing brush clearing.
Community ready to face a natural disaster, particularly flood or wildfire	Participate in regional Emergency committee	Risks identified	Working with RDCK to create a Community Wildfire Resiliency Plan.
Water Distribution System			
Reduce water leakage in system.	Find and fix leakages in system and reduce leakage.	Continued reduction of system water loss.	Continued searching for and repairing major leaks.

Objective	Strategies	Progress Measures	2024 Progress
Waste-water Treatment Plant Upgrades			
Improve the general operation and cost effectiveness of the sewage treatment plant.	Continue ongoing staff training and proper operation of plant.	Enhanced staff training opportunities; take steps to improve and invest in infrastructure.	Installation of Harmonics Upgrade, Phase I complete, Phase II to be completed in 2025
Increase the Security at WWTP	Install perimeter fencing around site.	Install perimeter fencing	New fence installed in 2024.

LOOKING FORWARD - 2025

Priorities for 2025 include:

- Official Community Plan update.
- Guardrail design and engineering for the Glendale Bridge.
- Complete Village Accessibility Plan.
- Increase resident access to GIS information.
- Complete recommendations noted in the Source Water Protection Plan.
- Work with the RDCK to update Community Wildfire Resiliency Plan.
- Working towards compliance with Bill 44, 45 and 46 by updating the Zoning Bylaw, OCP.
- Complete Asset Management Planning, tying together all the individual components completed to-date into a workable multi-year plan including financial implications and funding opportunities.
- Develop a KP Park Masterplan.
- The opening of the Historical Mining Equipment Park on Railway Avenue to complement the Salmo Museum and draw visitors into our downtown core.
- Reviewing and updating outdated bylaws, including the Procedures Bylaw.
- Planning and applying for grants to begin infrastructure renewal of the water distribution system, further arts and beautification grants to enhance Salmo, and
- Continuing to explore ongoing economic development through land-use planning and strategic partnerships.
- A commitment to sustainable service delivery and sustainable economic practices continues to form the core of all municipal governance and expenditure decisions.