



The Corporation of the Village of Salmo

REGULAR MEETING #08-26 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, June 9, 2026 at 7:00 p.m.

PRESENT:

In Person:

Mayor Diana Lockwood

Councillor Jennifer Lins

Councillor Payton McKellar

Deputy CO Brandy Jessup

Members of the Public - 1

Electronically:

Members of the Public – 0

REGRETS:

Councillor Kenzie Neil.

ABSENT:

Councillor Jonathon Heatlie.

CALL TO ORDER & WELCOME:

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

**TRADITIONAL LANDS
ACKNOWLEDGEMENT
STATEMENT:**

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

ADOPTION OF AGENDA:

R1-08-26

Moved and seconded, the agenda of Regular Meeting #08-26 of Tuesday, June 9, 2026 be adopted presented.

Carried.

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

R2-08-26

Regular Meeting
May 12, 2026

Moved and seconded, that the minutes of Regular Council meeting #07-26 of Tuesday, May 12, 2026 be adopted as amended.

Carried.

R3-08-26

COTW
May 26, 2026

Moved and seconded, that the minutes of Committee of the Whole meeting of Tuesday, May 26, 2026 be adopted as presented.

Carried.

INTRODUCTIONS: NIL

BUSINESS ARISING OUT OF THE MINUTES:

R4-08-26

Sustainable Salmo OCP Bylaw
#769, 2026 – Third Reading

Moved and seconded, that “*Sustainable Salmo Official Community Plan Bylaw #769, 2026*” be given third reading.

Carried.

ADMINISTRATIVE REPORTS: (See Appendix A)

R5-08-26
2025 Annual & SOFI Report

Moved and seconded, that Council adopt the 2025 Annual Report and the Village of Salmo's 2025 Statement of Financial Information, a copy of which will be forwarded to the Ministry of Community, Sport and Cultural Development be adopted, and further, that the Mayor and the Finance Officer be authorized to execute all documents related to the 2025 Statement of Financial Information.

Carried.

R6-08-26
CAO Report – General Updates

Moved and seconded, that Council accepts the CAO report for information although would like clarification on the second, fifth, and tenth items.

Carried.

R7-08-26
Regional UBCM CEPF Next
Generation 911 (NG911) Grant

Moved and seconded, that Council direct staff to apply to the Union of BC Municipalities for funding through the 2026 Next Generation 911 Program and work with the RDCK through the GIS service.

Carried.

R8-08-26
CBT GATHER Grant

Moved and seconded, that Council direct staff to begin working on a submission for the Columbia Basin Trust's GATHER grant.

Carried.

R9-08-26
ETSI-BC Building Economic
Development Capacity Grant

Moved and seconded, that Council direct staff to work on sign options for ETSI-BC Building Economic Development Capacity Grant.

Carried.

R10-08-26
Attendance at 2026 UBCM
Convention

Moved and seconded, that Council approve Councillor McKellar to attend the 2026 UBCM Convention occurring September 14th-18th.

Carried.

R11-08-26
Council Meeting Date Changes

Moved and seconded, that Council approve the changing of the COTW on June 23rd to begin at 6:00 p.m., and that Council schedule two Special Council Meetings, one for July 14th and one for Aug 11th, at 7:00 pm at the Village Office, and that Council cancel the July 28th and August 25th, 2026 COTW meetings.

Carried.

R12-08-26
Asset Management Plan – Final
Building Portfolio Summary
Report

Moved and seconded, that Council accept the ASI Engineering Building Portfolio Summary Report for information and receive the fulsome reports for further discussions.

Carried.

R13-08-26
Funding Request- Telling Your
Story: A Community History
Video Partnership

Moved and seconded, that Council direct staff to do an RFP for
a video proposal about the history of Salmo.
Carried.

R14-08-26
Public Works

Moved and seconded, that Council receive for information the
written report as presented by Public Works Foreman for the
period of May 7, 2026 to June 4, 2026.
Carried.

R15-08-26
Fire Department

Moved and seconded, that Council receive for information the
written report dated June 1, 2026 provided by Fire Chief David
Hearn for the period of May 2026.
Carried.

R16-08-26
Bylaw

Moved and seconded, that Council receive for information the
written report on bylaw enforcement for the period of May
2026.
Carried.

R17-08-26
Strategic Plan

Moved and seconded, that Council accept the strategic plan for
information.
Carried.

FINANCIAL REPORTS:

R18-08-26
Treasurer Report

Moved and seconded, that Council receive for information the
Treasurer's Report for May 2026.
Carried.

ACCOUNTS PAYABLE:

R19-08-26

Moved and seconded, that Council receive for information the
list of accounts payable cheques and electronic fund transfers
from May 8, 2026 to June 4, 2026 totaling \$183,123.24.
Carried.

NEW BUSINESS:

NIL

CORRESPONDENCE REQUIRING A COUNCIL DECISION: NIL

COMMITTEE: NIL

WITH RECOMMENDATIONS: NIL

COMMUNICATION:

R20-08-26

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

- (1) National Dental Care Day Foundation Re: Proclamation Request - National Dental Care Day October 10, 2026 - #24
- (2) UBCM Re: Provincial Response to 2025 Resolution - #25

COUNCILS' NOTICE OF MOTIONS: NIL

COUNCILS' REPORTS:

Councillor Lins NIL

Councillor McKellar Councillor McKellar mentioned that he has reached out to the working group to try getting together but he has had no response yet. He also mentioned that Salmo District Arts Council has backed out of participating in the working group.

Mayor Lockwood See *Appendix B*.

R21-08-26 Moved and seconded, that the verbal and written reports of Mayor and Council be received for information. Carried.
Verbal & Written Reports of Mayor & Council

PUBLIC TIME: NIL

CLOSED MEETING:

R22-08-26 Moved and seconded, that the meeting be closed to the public under *Community Charter* Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality and (m) a matter that, under another enactment, is such that the public may be excluded from the meeting. Carried.

MATTERS ARISING FROM CLOSED MEETING: NIL

ADJOURNMENT: Moved and seconded, that the meeting be adjourned at 9:17 p.m. Carried.
R23-08-26

I hereby certify the preceding to be a true and correct account of the Regular Meeting of Council held on Tuesday, June 9, 2026.

Originally Signed By:

Diana Lockwood
Mayor

Brandy Jessup
Deputy Corporate Officer

APPENDIX A



The Corporation of the Village of Salmo

CAO Report

Report Date: June 4, 2026
Meeting Date: June 9, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: CAO Report - General Updates

- Construction of the Glendale Bridge guardrails will have been delayed for a week & will begin on June 15th.
- The Village has received a draft final report of the Floodplain Bylaw that will have a final review completed.
- Administration is meeting with UBCM as part of their outreach to municipal staff.
- LGCAP grant funding program is going through some changes, staff is attending meetings to determine the impact.
- Administration reached out to local community groups to supply food service on July 1st, unfortunately no organization was able to.
- Administration has begun work on building a human resources framework. This will be on the upcoming agendas.
- Administration has met with RDCK staff for a pre-seasonal emergency program meeting to discuss emergency management procedures.
- The federal River Forecast Centre has released the June 1st Snow Bulletin. The West Kootenay Region's snow water equivalent is between 90%-109% of normal levels.
- ASI Engineering has provided the final deliverables for the building assessment portion of the Asset Management Plan.
- Staff have advertised the REACH Grant sidewalk opportunity on BC Bid & on the Village's website & Facebook page. The opportunity closes at the end of the month.

STAFF RECOMMENDATION:

That Council accepts the CAO report for information.



The Corporation of the Village of Salmo

Request for Decision

Report Date: May 25th, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Regional UBCM CEPF Next Generation 911 (NG911) Grant

1. OBJECTIVE

For Council to approve the Village collaborating on the Regional UBCM CEPF Next Generation 911 (NG911) Grant.

2. DISCUSSION AND ANALYSIS

In 2023 all local authorities received \$45,000 in NG911 transition funding. RDCK staff began discussions with municipalities about using a portion of those funds to support regional GIS and addressing work required for NG911 readiness. While the work was scoped and discussed, the requests and transfers associated with that funding were never finalized by the RDCK. The RDCK approached Village staff to review the document mid March. After a review with staff & a few discussions with the RDCK staff, it is being brought forward for approval.

From the RDCK:

As you may recall, in 2023 all local authorities received \$45,000 in NG911 transition funding. At that time, RDCK staff began discussions with municipalities about using a portion of those funds to support regional GIS and addressing work required for NG911 readiness. While the work was scoped and discussed, the requests and transfers associated with that funding were never finalized by the RDCK. Given the time that has passed since the original allocation, it no longer makes sense to revisit those transfers.

Instead, the staff received Board direction to apply for new funding through the 2026 UBCM NG911 program (deadline was mid-February), which provides a practical way for us to move forward together on the remaining NG911 readiness work.

The regional grant application supports the next phase of NG911 readiness work across participating municipalities and electoral areas. The project focuses on improving the accuracy and completeness of civic addressing, road centreline data, locality information, and emergency service boundary datasets, which are required for NG911-compliant call routing and location validation. It will also include targeted public education and stakeholder training related to NG911 and addressing accuracy.

Because the RDCK provides regional GIS services that maintain these datasets for participating municipalities, completing this work through a coordinated regional project helps ensure consistent standards and avoids duplicating technical capacity at the municipal level.

The proposed application requests up to \$99,215 in grant funding to support incremental GIS and Fire Services staff time and public outreach activities associated with NG911 readiness.

An equal municipal contribution is proposed for each participating municipality. NG911 relies on a single regional addressing and GIS dataset that supports emergency call routing across all jurisdictions. Improvements in one municipality strengthen the accuracy of the entire system. Because the benefits of this work are shared regionally, an equal municipal contribution is considered the simplest and most equitable approach while avoiding administrative complexity.

Since the RDCK provides the Village & the region with GIS services that maintain these datasets, completing this work through a regional effort keeps all data consistent & avoids any duplication of efforts.

Staff is recommending that Council agree to collaborate with the RDCK & support the grant application.

STAFF RECOMMENDATION

That the Village of Salmo Council supports the Regional District of Central Kootenay applying to the Union of BC Municipalities for funding through the 2026 Next Generation 911 Program;

AND FURTHER THAT the Village of Salmo approves the Regional District of Central Kootenay to apply for, receive, and manage the grant funding on its behalf for the proposed regional NG911 readiness project.

ALTERNATIVES

1. That Council direct staff to complete the project alone and apply to the Union of BC Municipalities for funding through the 2026 Next Generation 911 Program.



The Corporation of the Village of Salmo

Request for Decision

Report Date: May 28th, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: CBT GATHER Grant

1. OBJECTIVE

For Council to direct staff to begin working on a submission for the Columbia Basin Trust's GATHER grant.

2. DISCUSSION AND ANALYSIS

CBT has approached the Village with another new grant opportunity. It is called the GATHER (Gathering Area & Town Hub Enhancement & Revitalization) grant & its focus is to revitalize outdoor community gathering spaces.

From the Program Guide:

"Gathering Area and Town Hub Enhancement and Revitalization (GATHER) Grants support local governments and First Nations communities to revitalize or enhance outdoor community gathering places for Basin residents, including downtown areas, town squares, and outdoor event areas designed for social connection."

This grant could transform one of the Village's parks into a space that would bring together the community more often by providing an inviting space to congregate. The grant can potentially fund up to 90% of the project costs. The maximum CBT contribution is \$650,000, which speaks to the high number of possible project options. The deadline is October 15th, however CBT has indicated that they are reviewing submissions & approving funding as they are received. Staff would like to begin working on some potential options for Council to consider.

A project option could include a large accessible stone gazebo, picnic tables, lighting & wayfinding signage to the new improvement. Council may ask for community input for this as well.

This grant gives the ability to add a significant feature for the community to congregate & would require the Village to consider maintenance prior to selecting a specific item. Staff would recommend that Council direct staff to look at some potential options under this grant. This gives flexibility if Council chooses to decline an application later.

STAFF RECOMMENDATION

That Council direct staff to begin working on a submission for the Columbia Basin Trust's GATHER grant.

ALTERNATIVES

1. That Council direct staff not to apply for the Columbia Basin Trust's GATHER grant.



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 4th, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: ETSI-BC Building Economic Development Capacity Grant

1. OBJECTIVE

For Council to determine if staff should provide options to apply for the ETSI-BC Building Economic Development Capacity Grant.

2. DISCUSSION AND ANALYSIS

Each year the ETSI-BC has 2 opportunities for the Building Economic Development Capacity program, with the next intake begins on September 1st. This grant focuses on economic development, something that Council has shown previous interest in applying for. The "Small Project" intake has an available of \$25,000, "Large Project" is up to \$75,000. The Village would likely be pursuing the smaller grant.

After reviewing the list of the Village's ongoing projects & what grant opportunities are available, administration has come up with an option for Council to consider. As with many communities that combine numbered and named streets, it is difficult to determine where the amenities are. The Village has heard over the years for the need for better wayfinding signage for tourists & visitors to get around the Village. Combined with the fact that some of the larger Village-owned signs around town need repair or replacement, this grant provides the Village with an opportunity. This grant is one of the few available to help beautify the community, while helping replace aging infrastructure that typically has a lower level of priority or budget allocation.

Staff has created a design option for Council to get the discussion moving. Staff drew on the Village logo colours & shape of the sign within the logo for inspiration. Council may choose an entirely different look or colour scheme. The Village may also consider reaching out to the Chamber of Commerce to see if there are any additional signage that would fit within this project.

The current proposal would be for a total of 6 signs. The KP Park sign next to the Legion, the Lion's Park sign next to the dugout, the campground sign that is close to the 2nd Street intersection will be replaced. A 2nd campground sign would be added along Riverside, close to 4th Street. There will also be 2 wayfinding signs on Main Street on each side of the Sayward Avenue intersection. They will provide guidance to the Village's amenities. The estimated cost for these 6 signs is approximately \$10,000 that includes all site preparation, finishing, & installation.

The signs within the attachment do not include all possible directional options. Staff is requesting that Council direct staff to bring forward some official options for discussion to a future meeting to apply for this grant once it becomes available.

STAFF RECOMMENDATION

That Council direct staff to work on sign options for ETSI-BC Building Economic Development Capacity Grant.

ALTERNATIVES

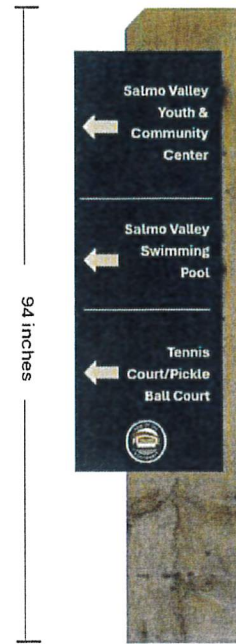
1. That Council direct staff to work on a different focus for the ETSI-BC Building Economic Development Capacity Grant.
2. That Council direct staff to halt any work that involves ETSI-BC Building Economic Development Capacity Grant.

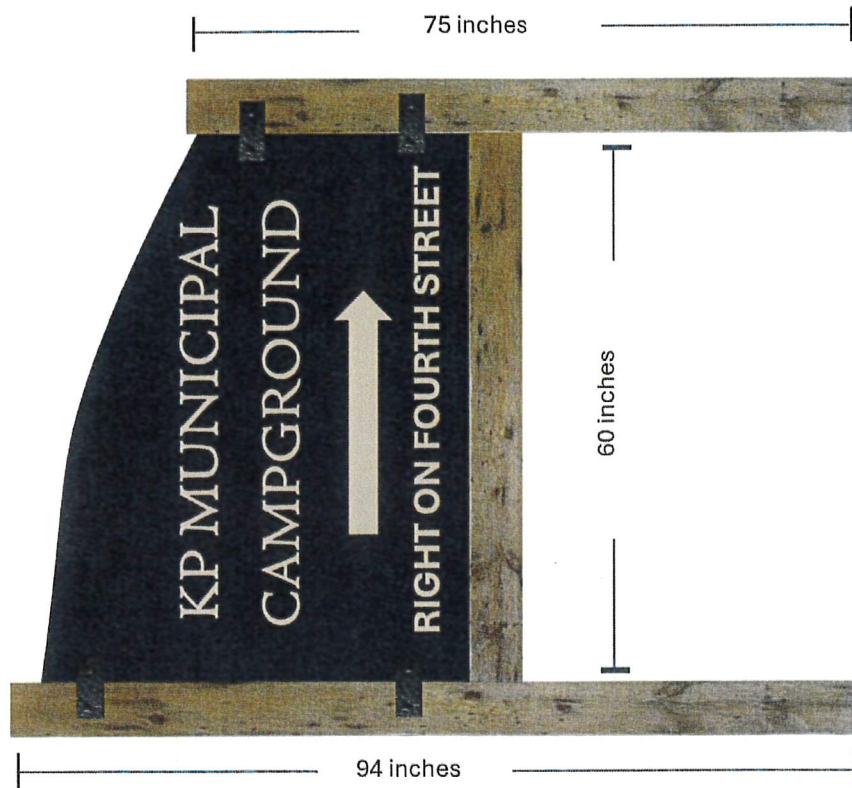
SMALL SCALE PROJECT TYPE	EXAMPLES
Economic Development Planning and Research	• Community economic development plan • Community consultation/engagement • Community branding/marketing plan • Community/downtown revitalization plan • Economic development research; feasibility studies • Grant writing support (additional conditions may apply)
Business Attraction, Retention and Expansion	• Business retention strategy • Business diversification strategy • Business recruitment strategy • Business incubation strategy/plan • Business surveys/business walks
Industry / Work Force Engagement	• Industry cluster analysis • Industry sector/supply chain analysis • Workforce analysis/attraction strategy • Workforce housing analysis/strategy

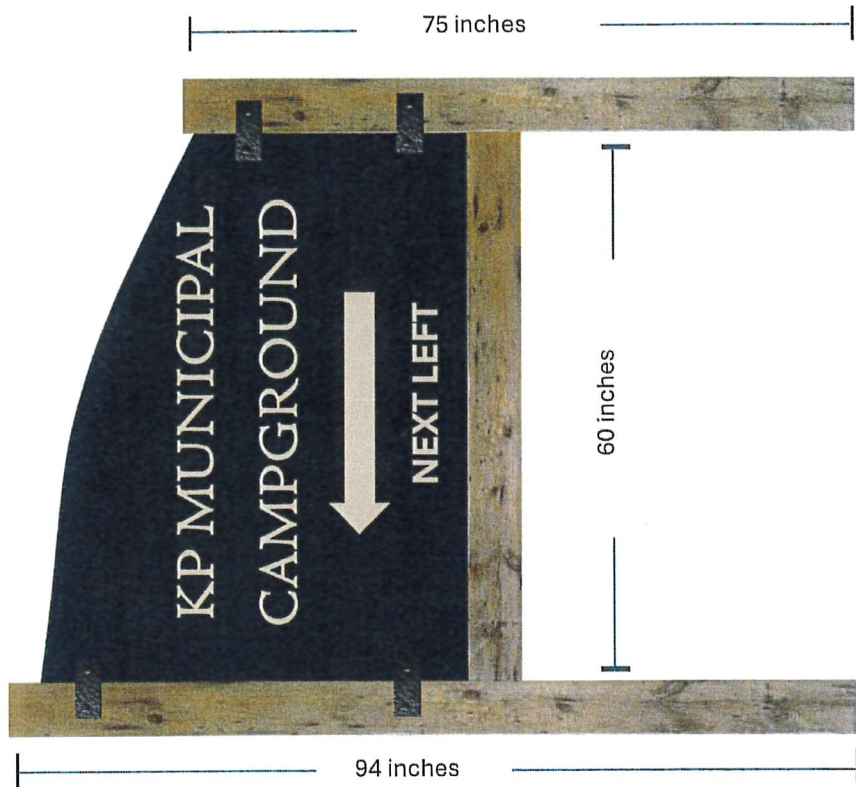
Large Scale and Regional Projects (Max grant \$75,000 per project)

This program provides funding to assess, initiate or implement large or regional economic development projects. Applicants may be eligible for up to \$75,000 to a maximum of 50% of the project budget. If the applicant is from a community with a population of less than 7,500 the first \$25,000 does not require matching funds. Should the funding intake be oversubscribed, priority will be given to eligible projects in First Nations communities, communities recently impacted by natural disasters, communities with populations of less than 25,000 and projects with higher leveraging.

LARGE SCALE PROJECT TYPE	EXAMPLES
Business Diversification	• Pre/Feasibility studies for industry attraction • Capital investment analysis • Business development campaign • Resident/employee attraction • Business incubator • Marketing economic opportunity/investment • Opportunity for investment
Key Industry Sector Development	• Establish a business incubator • Support agri-business; farmers market/food hub • Cluster development – sector attraction or supply chain development • Expand secondary manufacturing
Community Revitalization	• Implement a shop local campaign • Implement a beautification/facade improvement program









The Corporation of the Village of Salmo

Request for Decision

Report Date: May 28th, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Councillor Attendance at UBCM Convention

1. OBJECTIVE

For Council to determine which member is attending the annual UBCM Conference in September.

2. DISCUSSION AND ANALYSIS

The 2026 UBCM Convention will take place September 14 – 18 at the Vancouver Convention Centre. The theme is “Common Good”. Mayor Lockwood attends the UBCM as part of RDCK as the Director. This is part of the RDCK’s budget. The Village has budgeted for a single Councillor to attend. Administration is confirming this attendance with Council.

STAFF RECOMMENDATION

That Council approve Councillor _____ to attend the 2026 UBCM Convention from September 14th-18th.

ALTERNATIVES

1. That Council decline to send a Councillor to the 2026 UBCM Convention.



The Corporation of the Village of Salmo

Request for Decision

Report Date: May 27th, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Council Meeting Date Changes

1. **OBJECTIVE**

For Council to approve changes to the Council Meeting Schedule.

2. **DISCUSSION AND ANALYSIS**

The Village worked through the Procedure Bylaw after Council set the annual meeting dates. As part of the Procedure Bylaw review & the original schedule approval, the July & August Regular Council Meetings were cancelled, leaving only the COTW's remaining. As the Village is working towards finalizing the Official Community Plan & the Zoning Bylaw, it is recommended that Council consider making changes to the meeting schedule that will allow these items to be finalized sooner. To accomplish this & balance the number of summer meetings, staff is recommending the following changes to the meeting schedule:

1. Changing the time of the COTW on June 23rd to begin at 6:00 pm. Based on the high level of productivity at the May 26th Meeting, there is an opportunity to complete the review & have the document ready for a first reading.
2. Create two Special Council Meetings scheduled for July 14th and Aug 11th, 2026 (these are the meeting dates for the typical Council Meeting dates).
3. Cancelling July 28th and August 25th, 2026 COTW meetings.
4. Potentially scheduling a COTW meeting for July 13th for potential Zoning or Business License Bylaw discussions or to continue the preliminary discussions with the Parks Master Plan.

This will give the Village 2 more business meetings to allow for more decisions for the upcoming discussions & sooner COTW discussions. Council may choose to keep COTW meetings if there more discussion for items such as Parks Master Plan that require more discussion.

STAFF RECOMMENDATION

That Council approve the changing of the COTW on June 23rd to begin at 6:00 pm.

That Council schedule two Special Council Meetings, one for July 14th and one for Aug 11th, at 7:00 pm at the Village Office.

That Council cancel the July 28th and August 25th, 2026 COTW meetings.

ALTERNATIVES

1. That Council approve the proposed changes to the Council Meeting schedule as amended.
2. That Council choose to keep the existing Council Meeting Schedule.



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 1st, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Asset Management Plan- Final Building Portfolio Summary Report

1. OBJECTIVE

For Council to accept the ASI Engineering Building Portfolio Summary Report for information & to direct staff to use information within the report for future financial & asset management discussions.

2. DISCUSSION AND ANALYSIS

The Village began its Asset Management Plan in 2025 that included contracting a firm to inspect Village buildings to determine their condition. This was last done in 2016.

The Village contracted ASI Engineering to complete building assessments for Village owned buildings. The properties were inspected during the week of April 13th. They were tasked with documenting & photographing each building for data verification. ASI have submitted the final report to the Village. The final report summarizes the process & of the inspections but more importantly, gives the Village with the data to update the Village's Capital Plan & improve budget construction.

The Village's Office, Firehall, Public Works Shop, Lift Station, Wellness Centre, Recycling Buildings & both Sayward & Glendale Well buildings are all noted to be in above average condition & do not require any large capital purchases in the future.

The buildings that require more consideration are the KP Park Concession Building, the Public Works Modular Building & the Salmo Valley Youth & Community Centre. The SVYCC, although in fair shape now, it is the largest building asset that the Village owns & will require a large capital investment in the coming years. This report is a key piece of information that allows further discussions to take place regarding the vision for all Village building uses.

Overall, the Village's buildings are in good shape. Staff is recommending that Council direct staff to use this report in future financial and asset management discussions.

STAFF RECOMMENDATION

That Council accept the ASI Engineering Building Portfolio Summary Report for information & FURTHER to direct staff to use information within the report for future financial & asset management discussions.

ALTERNATIVES

1. That Council not accept the ASI Engineering Building Portfolio Summary Report as information.

Portfolio Summary Report

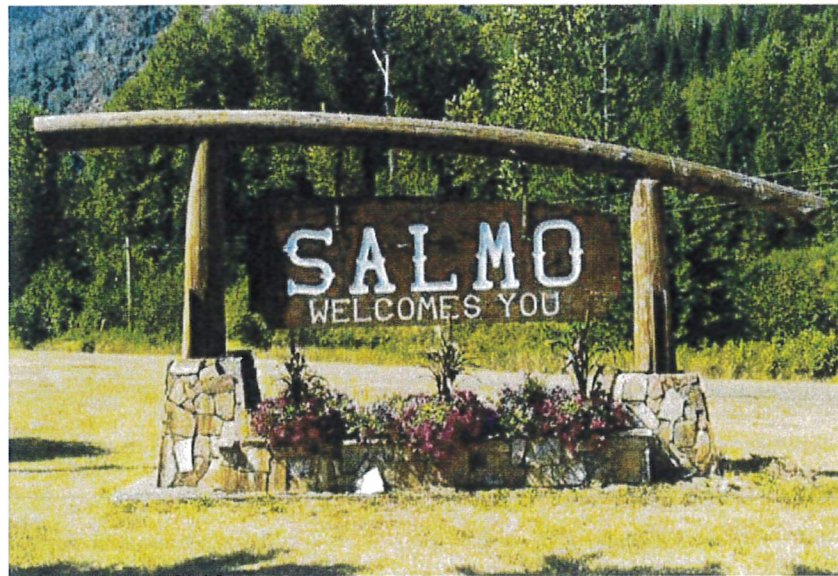
Prepared For

The Village of Salmo

Report Date: May 15, 2026

Prepared by

ASI Engineering



1.0 Executive Summary

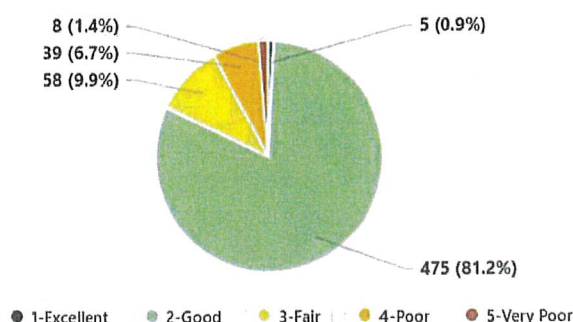
This document provides a portfolio-level summary of the assessment findings. It is accompanied by 20 individual Building Condition Assessment (BCA) reports, which contain detailed, building-specific data, as well as supporting Appendices.

1.1 Project Context

ASI Engineering was retained by ASI Client to conduct a BCA for the Village of Salmo's municipal building portfolio, encompassing nineteen (20) municipal buildings. The assessment, with a site inspection date completed the week of April 13th, evaluates 585 assets across a 20-year capital planning horizon. The assessment was conducted by ASI Engineering in accordance with ASTM E1557, providing a standardized framework for classifying building systems and elements; ASTM E2018, a guideline for conducting Property Condition Assessments including visual inspections and lifecycle-based capital planning; ISO 55000, an asset management framework applying industry best practice; and the Facility Condition Index (FCI), a standard industry metric measuring a building's physical health relative to its total replacement cost.

1.2 Condition Summary

The Salmo municipal building portfolio, comprising 585 assessed assets, is predominantly in satisfactory condition, with 81.2% of assets rated Condition Score 2 (Good) or better. However, concentrated deterioration at several key facilities represents the primary area of concern, with 8 assets (1.4%) rated Condition Score 5 (Very Poor) and 39 assets (6.7%) rated Condition Score 4 (Poor), warranting prioritized remediation planning.



The highest-priority issues identified during the assessment are:

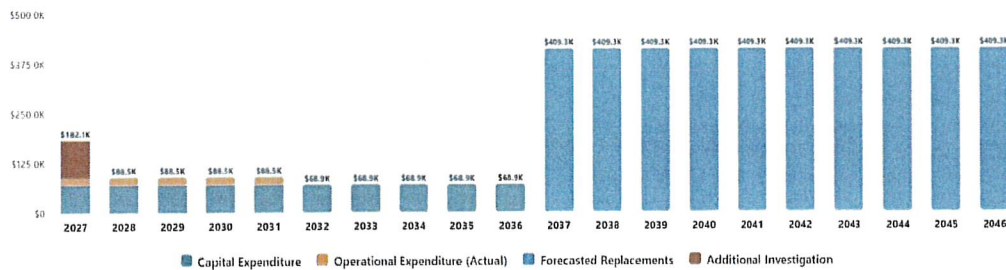
- **KP Concession Stand** (215 Sayward Avenue) represents the most critically deteriorated facility in the portfolio. Active water intrusion has compromised the wood-frame roof structure, with confirmed sagging, wood rot, and surface ponding. Severe black mold was observed on approximately 30% of the interior ceiling, which has been formally flagged. The exterior wall at the building corner is separating and deflecting, requiring additional structural investigation.
- **Civic Works Storage Modular** (124 Lagoon Road) exhibits simultaneous failure across multiple building systems, including an end-of-life electrical distribution panel with no operational heating or cooling, inoperable and seized entry doors, oxidized roof panels with evidence of water penetration, and significantly deteriorated interior finishes.
- **Community Recreation & Youth Centre** (206 7th Street) has a flagged concrete pedestrian ramp exhibiting major slumping, slab separation, and severe spalling, presenting an active life-safety tripping hazard. Accessibility compliance concerns were also noted during the inspection.

1.3 Financial Summary

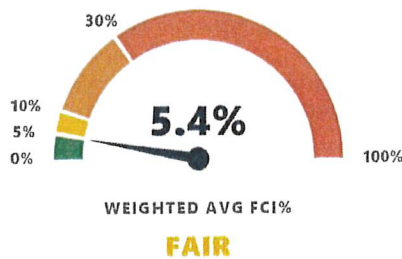
The following financial summary outlines the projected capital and operational funding required to sustain the Salmo facility portfolio over the next 20 years.

Expenditure Category	Estimated Cost	Annual Program Cost	Program Timeline (Years)
Capital Expenditure	\$688,816	\$68,882	1 to 10
Operational Expenditure	\$97,914	\$19,583	1 to 5
Condition-Based Needs	\$786,731	\$88,465	
Total Forecasted Capital Replacements	\$4,092,531	\$409,253	11 to 20
Additional Investigation Costs	\$93,600		1

The 20-year capital planning below is ASI's recommended strategic funding program. The program approach supports consistent and predictable annual budgeting. The first 10 years address the identified needs of the Portfolio, while the remain 10 years represents forecasted capital expenditures. It is important to note that forecasted capital needs are based on the estimated Remaining Useful Life (RUL). Assets should be reinspected on a regular cycle, typically every five years, to keep the capital program current. This will allow Salmo to reprioritize work, adjust budgets, and respond to actual asset performance rather than relying on outdated information.

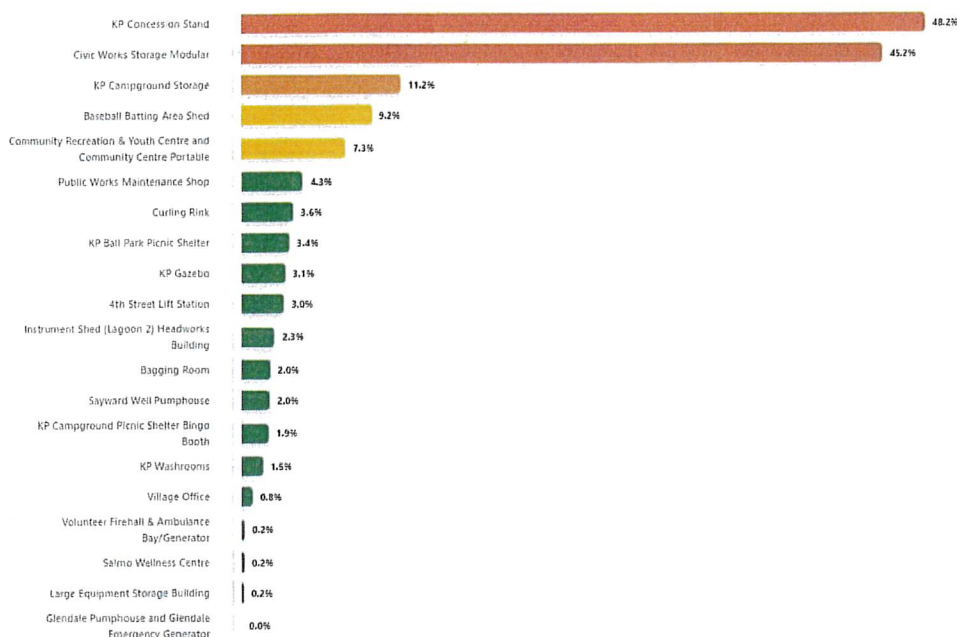


The portfolio weighted average Facility Condition Index (FCI) is 5.4%, placing the portfolio in Fair condition. The portfolio retains approximately 94.6% of its replacement value.



$$FCI = \frac{\text{Condition-Based Needs}}{\text{Current Replacement Value (CRV)}} \times 100$$

Facility condition varies across the portfolio, reflecting differences in age, construction type, and maintenance history. The following chart summarizes the individual building FCI scores:



18/20

Buildings are in stable condition, while the KP Park Concession Stand and the Civic Works Storage Modular are in critical condition.

1.4 Recommendations

Based on the BCA findings, ASI recommends the following actions:

1. **Execute the 20-Year Capital Program:** Adhere to the prescribed strategic funding roadmap to ensure consistent, proactive lifecycle management across the portfolio.
2. **Address the critical facilities:**
 - **KP Concession Stand:** Decommission immediately due to health and safety concerns, and initiate planning for demolition and replacement.
 - **Civic Works Modular Building:** consider decommissioning the Civic Works Modular due to structural deterioration and active moisture infiltration, which is accelerating deterioration compromising the condition of the building.
3. **Prioritize Immediate Capital Expenditure** remediation of the most critically deteriorated systems across the portfolio (Condition scores 5 and 4). These deficiencies carry immediate risk to occupant safety and building integrity and must not be deferred.
4. **Commission Specialist Investigations:** Initiate secondary structural, mechanical, and roofing engineering reviews to evaluate the full extent of the anomalies identified during this assessment. An allocation of \$93,600 has been established for these investigations, which should occur concurrently with near-term capital repairs.
5. **Forecasted Operational Expenditure:** The Village should consider performing annual checks of all buildings and budgeting for continued maintenance per the building's needs and manufacturer recommendations for equipment.
6. **Implement a 5-Year Reinspection Cycle:** Formally reinspect the portfolio every five years to validate the effectiveness of recent remediations and update the long-term lifecycle forecast.

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2.0 Introduction

2.1 Portfolio Background

The Village of Salmo owns and operates twenty (20) municipal facilities distributed across four primary property clusters: the Public Works Yard at 124 Lagoon Road, the Village Office at 423 Davies Avenue, KP Park at 215 Sayward Avenue, and Lion's Park at 1017 Glendale Avenue, with additional facilities located at 206 7th Street, 414 Baker Avenue, 413 Baker Avenue, and 4th Street. The assessed portfolio encompasses a combined gross floor area (GFA) of approximately 5,813 m², comprising a diverse range of building types including administrative offices, emergency services, recreational facilities, maintenance shops, pumphouses, utility buildings, and storage structures. Construction years span from 1956 to 2022, reflecting a multi-generational building stock of varying age, design vintage, and functional purpose. Each facility serves a distinct municipal or community service role and is assessed as a discrete structural and operational unit within this Building Condition Assessment (BCA).

2.2 Purpose

This BCA was conducted in accordance with ASTM E1557, ASTM E2018, and ISO 55000 to systematically evaluate the physical condition of assets, document active deterioration mechanisms, and identify remedial action requirements. The assessment provides ASI Client with a structured, evidence-based record of observed deficiencies, rated using the Condition Score methodology, to support informed maintenance programming and strategic capital planning. Findings are intended to maintain building function and condition over the defined planning horizon, enabling prioritized corrective action before deterioration advances to failure-level consequence.

2.3 Scope

This Building Condition Assessment encompasses a comprehensive evaluation of architectural, structural, mechanical, electrical, plumbing, and site elements across the Village of Salmo's municipally owned facilities. The assessment delivers a detailed analysis of building replacement costs, prioritized repair and replacement recommendations, preventative maintenance guidance, and identification of associated liabilities. No client-requested exclusions from the assessment scope have been identified. The capital planning period established for this study is 20 years, over which Operational Expenditure (Actual) has been identified and documented to support long-term asset planning.

2.4 Assumptions and Exclusions

- **Project Scope:** The scope of this assessment is limited to major common property components accessible during the site inspection conducted in non-snow-covered conditions. This study does not include evaluation of concealed building systems not accessible during visual inspection
- **Inflation Methodology:** This capital planning program uses a constant-dollar approach, presenting all costs and financial projections in current-year dollars. Long-term inflation has been excluded because compounding estimated inflation rates over a long-term planning horizon is highly speculative and can obscure the true physical liability of the client's assets.
- **Acknowledgment of Study Limitations:** This study is a point-in-time assessment based entirely on the technologies, materials, and economic conditions existing at the time of the review. Consequently, it cannot predict and does not reflect unanticipated future changes, such as sudden fluctuations in market costs, unexpected shifts in interest rates, or the emergence of unforeseen technologies that could impact future capital expenditures.
- **Cost Estimates:** Class D estimates (±25%) reflect "like-for-like" replacement only. They do not include costs related to building code upgrades, engineering design, or hazardous materials abatement and disposal.

3.0 Methodology

3.1 Description

ASI Engineering performed a BCA of the subject facility through systematic visual observation of accessible building elements and systems. The assessment relies exclusively on non-invasive inspection techniques; no destructive testing, dismantling of components, or specialized engineering analysis was undertaken. As a result, latent defects, concealed conditions, and issues obscured by finishes, cladding, or inaccessible building cavities may not be reflected in the reported findings unless captured through indirect condition assessments (interviews and staff discussions).

ASI utilized mobile devices running proprietary ASI Software to capture field assessment data. This data undergoes real-time auditing by qualified staff for accuracy before being processed to generate cost estimates and comprehensive reports.

Cost estimates are developed using the RSMeans cost estimation method and are structured in accordance with the UniFormat cost estimation convention. This Building Condition Assessment utilizes a constant-dollar approach, presenting all costs and financial projections in current-year dollars. We exclude hypothesized long-term inflation because compounding estimated rates over long-term horizons is highly speculative and can obscure the true physical liability of the facility's assets.

3.2 Standards

Governing Guidelines

- **ASTM E1557** — Standardized UniFormat II classification framework for building systems and elements.
- **ASTM E2018** — Guideline for Property Condition Assessments, covering visual inspections, deficiency identification, and lifecycle-based capital planning.
- **ISO 55000** — International asset management framework aligned with full lifecycle best practices.
- **Facility Condition Index (FCI)** — Industry metric expressing a building's physical health as a ratio of condition-based needs to its Current Replacement Value (CRV).

Condition Rating Framework

Condition Rating	Priority Level
1 – Excellent	Asset is in new or near-new condition with no visible defects. Fully functional and requires no maintenance
2 – Good	Asset is in good condition with minor wear or deterioration. Fully functional, with only routine maintenance required
3 – Adequate	Asset shows moderate deterioration or defects. Performance may be impacted, and minor repairs are required
4 – Marginal	Asset is significantly deteriorated or defective. Functionality is reduced, and major repairs or rehabilitation are required
5 – Poor	Asset is critically deteriorated or non-functional. Immediate repair or replacement is required

Financial Planning Periods — 20-Year Capital Plan

- **Condition Scores 1–2:** Replacements forecast in Years 10–20, distributed according to remaining useful life.
- **Condition Score 3:** Perform maintenance in years 0–5, replacements forecast in Years 10–20
- **Condition Score 4:** Priority remediation within Years 3–10.
- **Condition Score 5:** Immediate action required within Years 0–2.

Facility Condition Index (FCI)

Calculated on a building-by-building basis; portfolio-level representation uses a floor-area-weighted average using the following formula and ranges:

$$\text{FCI} = \frac{\text{Condition-Based Needs}}{\text{Current Replacement Value (CRV)}} \times 100$$

FCI Range	Classification
0-5%	Good
6-10%	Fair
11-30%	Poor
≥ 31%	Critical

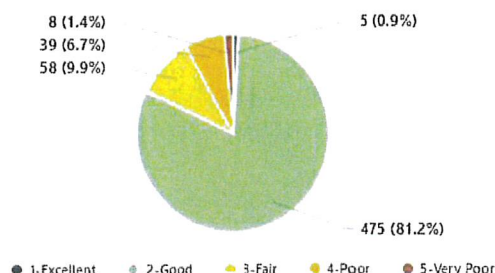
3.3 Tools

- **Mobile Device (GPS / Photo-Tagging)** — Tablets equipped with GPS and photo-tagging capabilities were deployed for field data capture. All findings, condition ratings, and asset records were collected, organized, and synchronized directly to the ASI Software built with field data collection and cloud-based database architecture capabilities.
- **FLIR ONE Edge Pro Thermal Imaging Camera** — Used for targeted thermographic checks for heat and energy loss, electrical anomalies, insulation deficiencies, air leakage, and moisture intrusion.
- **REED R6018 Dual Moisture Meter** — Used to measure moisture content of building materials to identify potential moisture intrusion and mold risk.
- **RSMeans (Gordian)** — Applied as a Class D cost estimation tool; North America's leading construction cost database providing detailed, localized unit and assembly costs for capital planning.
- **Ruler / Measuring Tape** — Used to measure visible cracks, gaps, and dimensional irregularities during visual inspection of building components and concrete structures.
- **Pentlight / Flashlight** — Used to illuminate confined, dark, or hard-to-reach areas during inspection for surface defects and concealed conditions.
- **Stakeholder Engagement** — Structured interviews and questionnaires were conducted to supplement point-in-time inspection findings with real-world operational insights from building occupants and management personnel.



4.0 Condition Findings

Of the 585 assets assessed across the Village of Salmo's building portfolio, 475 assets (81.2%) were rated Condition Score 2 (Good), reflecting a generally functional and adequately maintained inventory. However, 58 assets (9.9%) scored Condition Score 3 (Fair), 39 assets (6.7%) scored Condition Score 4 (Poor), and 8 assets (1.4%) scored Condition Score 5 (Very Poor). 5 assets (0.9%) achieved a Condition Score 1 (Excellent). See the individual BCA reports for more information.



The highest-priority issues identified during the assessment are:

- **KP Concession Stand** (215 Sayward Avenue) represents the most critically deteriorated facility in the portfolio. Active water intrusion has compromised the wood-frame roof structure, with confirmed sagging, wood rot, and surface ponding. Severe black mold was observed on approximately 30% of the interior ceiling, which has been formally flagged. The CMU exterior wall at the building corner is separating and deflecting, requiring additional structural investigation.
- **Civic Works Storage Modular** (124 Lagoon Road) exhibits simultaneous failure across multiple building systems, including an end-of-life electrical distribution panel with no operational heating or cooling, inoperable and seized entry doors, oxidized roof panels with evidence of water penetration, and significantly deteriorated interior finishes.
- **Community Recreation & Youth Centre** (206 7th Street) has a flagged concrete pedestrian ramp exhibiting major slumping, slab separation, and severe spalling, presenting an active life-safety tripping hazard. Accessibility compliance concerns were also noted during the inspection.



5.0 Financial Analysis

The assessment identified immediate, short-term, and forecasted needs for the Civic Works Storage Modular building. These needs include capital repairs and replacements, operational maintenance items, and additional investigations required to confirm the extent of specific deficiencies.

5.1 20-Year Capital Plan

The total costed needs are summarized below:

Cost Category	Total
Capital Expenditure	\$688,816.43
Operational Expenditure	\$97,914.43
Condition-Based Needs Sub-Total	\$786,731
Forecast Capital Expenditure	\$4,092,531
Additional Investigations	\$93,600.00
Total Expenditure	\$4,972,861

To systematically address the needs of the building, the 20-year capital plan distributes recommended work in a program-based portfolio capital planning framework. This approach divides costs evenly and stages the building needs over the 20-year duration to support a predictable annual budget, and balance workload demands to ensure that the highest-priority building elements are addressed first.

The 20-Year Capital Plan Program is as follows:



Year	Capital Expenditure	Operational Expenditure	Additional Investigations	Forecast Capital Expenditure	Annual Total
1	\$68,881.64	\$19,582.89	—	—	\$88,464.53
2	\$68,881.64	\$19,582.89	—	—	\$88,464.53
3	\$68,881.64	\$19,582.89	—	—	\$88,464.53
4	\$68,881.64	\$19,582.89	—	—	\$88,464.53
5	\$68,881.64	\$19,582.89	—	—	\$88,464.53
6	\$68,881.64	—	—	—	\$88,464.53
7	\$68,881.64	—	—	—	\$88,464.53
8	\$68,881.64	—	—	—	\$88,464.53
9	\$68,881.64	—	—	—	\$88,464.53
10	\$68,881.64	—	—	—	\$88,464.53
11	—	—	—	\$409,253.11	\$409,253.11
12	—	—	—	\$409,253.11	\$409,253.11
13	—	—	—	\$409,253.11	\$409,253.11
14	—	—	—	\$409,253.11	\$409,253.11
15	—	—	—	\$409,253.11	\$409,253.11
16	—	—	—	\$409,253.11	\$409,253.11
17	—	—	—	\$409,253.11	\$409,253.11
18	—	—	—	\$409,253.11	\$409,253.11
19	—	—	—	\$409,253.11	\$409,253.11
20	—	—	—	\$409,253.11	\$409,253.11
Total	\$688,816	\$97,914	\$93,600	\$4,092,531	\$4,972,861

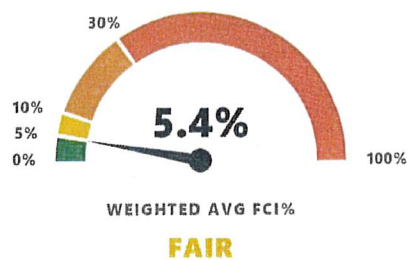
ASI recommends implementing a consistent capital plan program for the following reason:

- **Predictable Budgeting:** A capital program supports consistent and predictable annual budgeting. This helps the client plan financially, communicate future needs clearly, and improve the likelihood that required funds are approved and available each year.
- **Annual Funding Discipline:** Allocating money to the capital plan each year ensures that funds are intentionally set aside for future asset renewal. Even if funds are not fully spent in a given year, the remaining amount can be retained for urgent needs, advanced planning, or future projects.
- **Emergency Funding Reduction:** Maintaining a funded capital program reduces the need to rely on emergency funding, special approvals, deferred maintenance, or short-term borrowing when unexpected asset failures occur. This helps avoid reactive decision-making and unnecessary financing costs.
- **Advanced Planning Flexibility:** Where annual capital funds are available but not immediately required, the client may use those funds to advance longer-duration projects that require early design, coordination, procurement preparation, or funding applications.
- **Resource Planning:** A consistent capital program allows the client to allocate internal and external resources more predictably. This supports better project management, consultant coordination, contractor procurement, and overall delivery of the capital plan.
- **Organizational Continuity:** A documented capital program helps maintain continuity during staff turnover, leadership changes, or shifts in organizational priorities. It provides a clear framework for onboarding, decision-making, and keeping long-term asset renewal priorities on track.
- **Data Currency:** Asset condition data is only as current as the year it was collected. Since asset conditions, costs, risks, and priorities change over time, the capital program should be reviewed and updated regularly.
- **Reinspection Cycle:** Assets should be reinspected on a regular cycle, typically every five years, to keep the capital program current. This allows the client to reprioritize work, adjust budgets, validate previous assumptions, and respond to actual asset performance rather than relying on outdated information.

5.1 Facility Condition Index

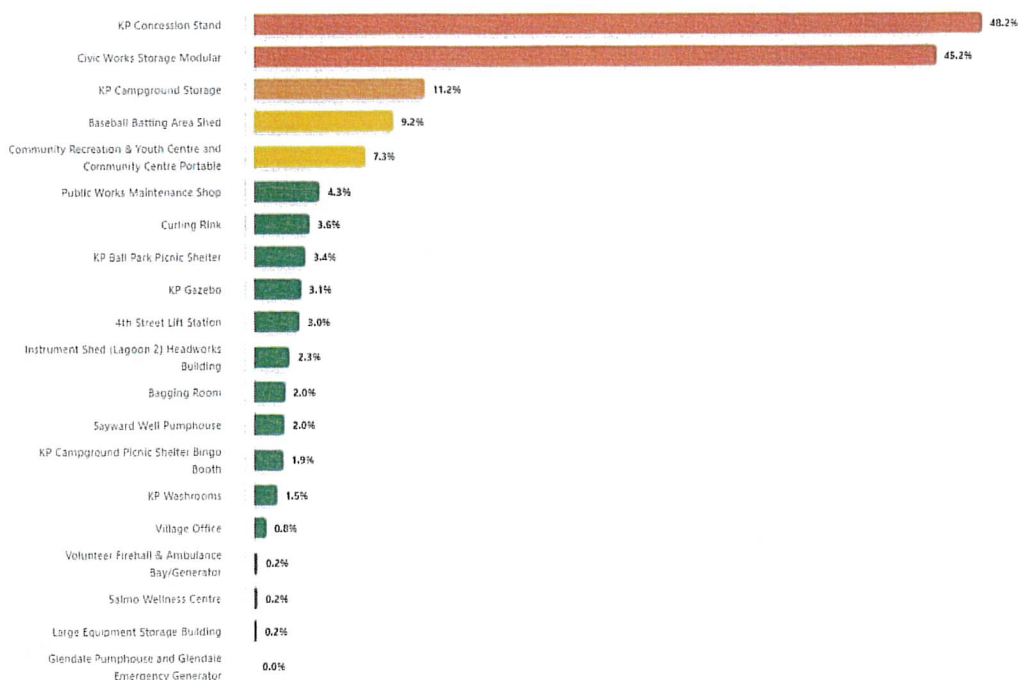
Parameter	Value
Condition-Based Needs (Cap Ex + Op Ex)	\$786,730.86
Portfolio CRV (20 Facilities)	\$16,155,451.24

The portfolio weighted average, weighted by building area Facility Condition Index (FCI) is **5.4%**, placing the portfolio in **Fair** condition. The portfolio retains approximately 94.6% of its replacement value.



$$\text{FCI} = \frac{\text{Condition-Based Needs}}{\text{Current Replacement Value (CRV)}} \times 100$$

Facility condition varies across the portfolio, reflecting differences in age, construction type, and maintenance history. The following chart summarizes the individual building FCI scores:



6.0 Conclusion and Recommendations

The building portfolio for the Village of Salmo is generally in satisfactory condition, with 82.1% of the 585 assessed assets rated Condition Score 1 (Excellent) or Condition Score 2 (Good). However, 8.1% of assets are rated Condition Score 4 (Poor) or Condition Score 5 (Very Poor), requiring near-term capital action to prevent service failure and escalating lifecycle costs.

The portfolio's area-weighted average Facility Condition Index (FCI) is 5.4%, placing it in the Fair category. This is an acceptable portfolio average, indicating that the facilities retain approximately 94.6% of their replacement value and have generally been well maintained.

Based on the BCA findings, ASI recommends the following actions:

1. **Execute the 20-Year Capital Program:** Adhere to the prescribed strategic funding roadmap to ensure consistent, proactive lifecycle management across the portfolio.
2. **Address the critical facilities:**
 - **KP Concession Stand:** Decommission immediately due to health and safety concerns, and initiate planning for demolition and replacement.
 - **Civic Works Modular Building:** consider decommissioning the Civic Works Modular due to structural deterioration and active moisture infiltration, which is accelerating deterioration compromising the condition of the building.
3. **Prioritize Immediate Capital Expenditure** remediation of the most critically deteriorated systems across the portfolio (Condition scores 5 and 4). These deficiencies carry immediate risk to occupant safety and building integrity and must not be deferred.
4. **Commission Specialist Investigations:** Initiate secondary structural, mechanical, and roofing engineering reviews to evaluate the full extent of the anomalies identified during this assessment. An allocation of \$93,600 has been established for these investigations, which should occur concurrently with near-term capital repairs.
5. **Forecasted Operational Expenditure:** The Village should consider performing annual checks of all buildings and budgeting for continued maintenance per the building's needs and manufacturer recommendations for equipment.
6. **Implement a 5-Year Reinspection Cycle:** Formally reinspect the portfolio every five years to validate the effectiveness of recent remediations and update the long-term lifecycle forecast.

7.0 References

- **ASTM E1557** — Standard Classification for Building Elements and Related Sitework (UNIFORMAT II). Standardized framework used for classifying building systems and elements throughout this assessment.
- **ASTM E2018** — Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. Industry guideline governing the visual inspection methodology, deficiency identification, and lifecycle-based capital planning approach applied in this report.
- **ISO 55000** — Asset Management — Overview, Principles and Terminology. International asset management framework providing the overarching principles and best practices underpinning the assessment methodology.
- **Facility Condition Index (FCI)** — Industry-standard metric used to quantify the physical condition of a facility by comparing the total cost of condition-based needs to the total replacement cost of the asset, expressed as a percentage.
- **RSMeans Data from Gordian** — North America's leading construction cost database, used as a Class D cost estimation tool to develop localized unit and replacement cost estimates referenced throughout this report.

Appendices

Appendix A – 20 BCA Reports

Available through SharePoint and for download through the ASI Software.

Appendix B – Photo Album

Available through SharePoint and for download through the ASI Software.

Appendix C – Raw Database

Available through SharePoint and for download through the ASI Software.

Appendix D – Cost Assumptions

Cost estimates presented in this report incorporate a series of standardized cost adders applied to all cost values. The following table summarizes the applicable overhead, indirect project cost, and contingency rates configured for this project.

Cost Category	Sub-Category	Rate (%)
Company Overhead	Administration	4.0%
	Insurance / WCB / GL / PL	6.0%
	Technology & Software	6.0%
	Tools & PPE	20.0%
	Total Company Overhead	36.0%
Indirect Project Costs	Engineering Design	8.0%
	Engineering Field	6.0%
	Mobilization / Demobilization	10.0%
	Temporary Facilities	2.0%
	Total Indirect Project Costs	26.0%
Contingency	Class D Estimate Contingency	25.0%
	Total Contingency	25.0%
Escalation / Inflation	Active Inflation Rate	0.0%

All replacement cost estimates were developed using RSMeans square metre unit costs as the primary cost benchmarking reference. RSMeans is a recognized industry standard for building construction cost data and provides regionally informed benchmarks by building type. Current Replacement Values (CRVs) for each facility in the portfolio were calculated by multiplying the applicable RSMeans building type unit rate (CAD/m²) by the recorded gross floor area of the structure.

The following table presents the RSMeans unit rates applied to the building types represented within the Village of Salmo's facility portfolio:

Building Type	Cost per m ² (CAD/m ²)	Cost per ft ² (CAD/ft ²)
Community Centre	\$2,417.57	\$224.60
Fire Station	\$3,108.29	\$288.77
Maintenance Shop	\$2,393.46	\$222.36
Medical Facility	\$4,084.04	\$379.42
Office	\$3,723.67	\$345.94
Recreational Facility	\$3,433.36	\$318.97
Shelters/Gazebos	\$1,361.53	\$126.49
Warehouse/Equipment Enclosures	\$2,378.72	\$220.99

The following table summarizes the resulting Current Replacement Values for each assessed building location, cross-referenced with the assigned RSMeans building classification and recorded gross floor area.

Building Name	Building Type	Gross Floor Area (m ²)	CRV (Estimated)
Village Office	Office	156	\$580,892
Volunteer Firehall & Ambulance Bay/Generator	Fire Station	732	\$2,275,268
Community Recreation & Youth Centre and Portable	Community Centre	2,090	\$5,052,721
Salmo Wellness Centre	Medical Facility	357	\$1,458,002
KP Concession Stand	Warehouse/Equipment Enclosures	94	\$223,600
KP Campground Picnic Shelter / Bingo Booth	Shelters/Gazebos	87	\$118,453
KP Gazebo	Shelters/Gazebos	87	\$118,453
KP Washrooms	Office, 1 Story	130	\$484,077
KP Ball Park Picnic Shelter	Shelters/Gazebos	31	\$42,207
Sayward Well Pumphouse	Warehouse/Equipment Enclosures	21	\$49,953
KP Campground Storage	Shelters/Gazebos	36	\$49,015
4th Street Lift Station	Warehouse/Equipment Enclosures	23	\$54,711
Large Equipment Storage Building	Warehouse/Equipment Enclosures	411	\$977,654
Glendale Pumphouse & Emergency Generator	Warehouse/Equipment Enclosures	20	\$47,574
Public Works Maintenance Shop	Maintenance Shop	235	\$562,463
Civic Works Storage Modular	Warehouse/Equipment Enclosures	107	\$254,523
Instrument Shed (Lagoon 2) / Headworks Building	Shelters/Gazebos	53	\$72,161
Bagging Room	Shelters/Gazebos	92	\$125,261
Curling Rink	Recreational Facility	1,051	\$3,608,461
Baseball Batting Area Shed	Warehouse/Equipment Enclosures	4	\$9,514.88

It is noted that CRV figures represent planning-level estimates intended to support capital budgeting and lifecycle cost modelling. These values should not be interpreted as project budgets or contractor bid estimates. For any individual asset requiring capital investment, detailed engineering and quantity takeoff-based estimates are recommended at the time of procurement.



The Corporation of the Village of Salmo

Request for Decision

Report Date: June 4th, 2026
Meeting Date: June 9th, 2026 (#08-26)
From: Derek Kwiatkowski, Chief Administrative Officer
Subject: Funding Request- Telling Your Story: A Community History Video Partnership

1. OBJECTIVE

For Council to determine whether to fund Telling Your Story: A Community History Video Partnership.

2. DISCUSSION AND ANALYSIS

At the May 26th Regular Council meeting, a funding request was made to film a video of the Village from a project called "Telling Your Story: A Community History Video Partnership". Council directed staff to reach out about the project for questions about video ownership rights, turnaround time, how the research is completed, etc.

The rights would belong to both the village and the videographer. The village is free to use all the videos, anywhere they like, for as long as they like & they would be posted on the videographer's social media and video channels.

Research is done by the videographer, himself using archives, newspapers.com, etc. They used to live in Rossland and is familiar with Salmo. The video would be captured on August 8-9th. A plan of what is filmed is provided with the first invoice & the videos are delivered within a month or so.

The total cost is \$500, delivered in 2 stages. Staff is recommending that Council consider this opportunity.

STAFF RECOMMENDATION

That Council approve this video proposal.

ALTERNATIVES

1. That Council decline the request.



The Corporation of the Village of Salmo

Report to Council

Report Date: June 4, 2026
Meeting Date: June 9, 2026 (#08-26)
From: Fred Paton, Public Works Foreman
Subject: Public Works Report from May 7, 2026 – June 4, 2026

1. OBJECTIVE

To update Council on Public Works operations.

2. DISCUSSION

2.1. Spring Activities.

- (a) Routine Maintenance of Village Fleet.
- (b) Raked KP Campground sites and cleaned the campground.
- (c) Prepared (1) one grave plot for a full burial.
- (d) Removed damaged picnic table from a campsite at KP Campground.
- (e) Completed (2) two water shut off/turn ons.
- (f) Completed ordering approved budget items.
- (g) Daily cleaning of Lions & KP Park Washrooms.
- (h) Bi-Annual inspections completed on half of the Village fleet, will be booking the remainder of the inspections.
- (i) Weekly water samples.
- (j) Contractor completed dust control of alleys/lanes.
- (k) Contractor completed grading of alleys/lanes.
- (l) Completed hydrant flushing.
- (m) Completed grit removal from the WWTP. (The process involves removing sand, silt, and gravel from wastewater to protect equipment and maintain treatment efficiency.)
- (n) Picked up F.D. engine (E5) after repair was completed.
- (o) Flowerpots have been filled with water and have been placed around town.
- (p) Repaired the damaged bridge in Springboard Park.
- (q) Weekly mowing and upkeep of all of the fields and green spaces around town.

- (r) Completed repairs caused by the storm/power outage.
- (s) Monitoring Erie Creek & Salmo River for freshet.
- (t) Update: The construction of the guardrails for the Glendale Bridge will begin on June 15th, 2026.

2.2.

Attachments:

Nil.



Fire Chief's Report: June 01, 2026

Regular Council Meeting #08-26

Since the last report on May 1st, 2026 the Salmo Fire Department responded to only 7 calls:

4	Jaws Calls	1	Structure Fire
1	Lines Down	1	Wildland Fire

DESCRIPTION

Salmo Fire Crews were dispatched to a report of smoke near Sheep Creek that was a slash fire that had reignited and was rapidly spreading. The fire size peaked at 24 HA.

That same day the Fire Department responded to a structure fire. Fortunately, one of our fire fighters was passing by, seeing the smoke and flames to a detached shop/garage. They were able to contain it until the fire trucks arrived. The fire damage was minimal.

Another large windstorm passed through our area. Salmo had several trees blown down in the area. Salmo was without power for around 45 hours, with some places taking a few more days to get service back.

Our older engine (E5) is on limited service due to some repairs needed.

Misc.

Ongoing training and practicing for the summer season have been taking place with training on flagging at MVI's and practice with rope rescue. We have also continued training in preparation to the coming wildland season.

Originally Signed By:

David Hearn, Fire Chief



Bylaw Officer's Report: May 1, 2026 to May 31, 2026

Regular Council Meeting #08-26

Complaints:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Noise related	1	The Bylaw Officer notified a resident regarding a noise complaint and reminded them of the noise bylaw. The owner complied.
Traffic related	2	- The Bylaw Officer left a green notice on the windshield of a vehicle parked in the alley. Will need to be followed up. - The Bylaw Officer left a green notice at a residence that had a motor home parked in the alley laneway. Will follow up.

Enforcement:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
Garbage Related	5	The Bylaw Officer stopped by five (5) separate residences with garbage scattered over the front yard. The Bylaw Officer knocked on the door of all four properties. The officer spoke with two of the owners, who complied and picked up the garbage. There was no response at the other three (3) houses.
Unsightly Related	5	The Bylaw Officer knocked on the door of five (5) separate properties that had long grass but had no response on four of the properties. A green notice was left on those doors. The fifth owner complied.

Follow up Complaints/Enforcement:

INFRACTION TYPE	NO. OF INFRACTIONS	RESOLUTION
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Nil

Information submitted by:

Fred Nevakshonoff, Bylaw Officer

<u>Project</u>	<u>Progress</u>	<u>Notes</u>
MIABC Report Recommendations	90%	Repair costs up to \$12,000 covered by grant
Glendale Bridge Guardrails	85%	Construction will begin June 15th, 2026
Machinery and Equipment Audit	85%	Will be presented as part of the Asset Management Plan
Fire Truck Purchase	85%	MFA Fall Intake, documents mailed to MFA & province for final review
Heritage Mine Grant	75%	Final stage of lighting & signage, COC obtaining quotes
DRIF Floodplain Review	95%	Final report drafted, finalizing maps
NG911 GIS Project	35%	Some data updates sent to RDCK
Indigenous Engagement- EM	30%	Project Expectation Meeting Held January 21, building project framework
Accessibility Plan	25%	Council approved SPARC-BC application
Official Community Plan	85%	2nd Reading Completed
Salmo Parks Master Plan	20%	Creating survey
GIS Strategic Plan	40%	working through data weighting, project priorities
Zoning Bylaw Review	30%	Council & staff reviewing 1st draft
Water Reservoir Replacement Study	10%	Water Plan before proceeding with Reservoir Replacement Study
MIABC Best Practices Recommendations	5%	Policy creation
Human Resources Policy Creation	15%	reaching out to benefits contractor for assistance
Water Plan	5%	Council approved funds in budget
Campground Expansion	5%	Priced out electrical service from FortisBC
REACH Grant Work	15%	Opportunity for sidewalk portion out for tender
Asset Management Plan	40%	Building & vehicle assessments & inventory complete

APPENDIX B



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

MAYOR LOCKWOOD

Mayor Report for Council Meeting held on June 9, 2026.

Salmo & Area G Emergency Preparedness Committee: Emergency Operating Services wants you to get signed up so you are prepared if there is an emergency, you will already be in the system. ESS.gov.bc.ca

It is time to set up any rain barrels you may have as this summer could be a very dry one and having extra water on hand would be fruitful for your plants.

Citizen Engagement: We have had two Committee of the Whole meetings about zoning so far and after our next one we should be able to get to first reading.

RDCK: Staff changes within the RDCK

Amy Wilson, Acting General Manager of Development and Community Sustainability, replacing Sangita Sudan who is retiring;

Alayne Hamilton, Acting Resource Recovery Manager - Projects and Programs, filling in for Amy Wilson;

Aimee Kootnikoff, Acting Resource Recovery Manager - Operations, filling in for Amy Wilson;

Corey Jakobsze, Emergency Support Services Coordinator;

Marie-Ange Fournier-Beck, GIS Analyst; and

Luke Magnall, Utility Technician, replacing Dave Sharun.

The board is going through the remuneration policy. Some changes so far are following the BC Provincial Employee Group II rates for meal allowances and incidental expenses. Only 10 directors per year will be allowed to go to FCM each year instead of allowing all directors to go every year. Six workshops will be included in your stipend per year removing the extra stipend for each workshop.

Carpooling mileage expenses for conferences are equal to total airfares and related expenses of the number of people travelling together. If an alternate director attends a meeting with the absence of the director, the rate will be deducted from the director's stipend. Traveling over 50 km/roundtrip threshold, be based on a uniform cap for mileage of \$3000/year, with a blackout period of 45 days prior to the election through to the Inaugural Board Meeting. We will continue discussion at the next board meeting.

In the 2026 financial plan for Service S202 (Regional Parks – Nelson and Salmo and Areas E, F, and G), there is \$50,000 budgeted for capital improvements for Rosebud Lake Regional Park. Specifically, the funding was intended to cover expenses for work required to mitigate dam safety concerns and ensure compliance with the Provincial Dam Safety Officer's assessment and requirements for remediation. Staff have been working toward compliance since 2024, including performing remediation work in 2025, and need to have the work completed in 2026.

The work required includes:

- Hydrology and Hydrotechnical Assessments • Geotechnical Assessments • Failure Modes and Risk Assessment • Consequence Classification Assessment • Governance Assessment • Possible physical work and remediation • Reporting back to the Provincial Dam Safety Officer.

Staff are submitting to Columbia Basin Trust the Year 1 Projects List for the Regional District of Central Kootenay Regional Park Enhancement Program 2026-2028, Columbia Basin Trust Project. Phase one will be across a regional cross section with similar enhancements to the variety of parks.

The board are working on a RDCK Prioritization Matrix Policy and we are in draft stage. I had multiple pages of suggestions that may make it a matrix that will enhance how projects get to the table and keeping the board making the decision.

Electoral Area G/Salmo DOT Night ask was \$193,647 what we had to give out was \$69,350 and what we gave out was \$69,350.

Salmo FireSmart Municipal Services Agreement establishes a collaborative and unified approach to delivering FireSmart programming within the Village of Salmo.

Through this agreement, the RDCK will deliver and administer FireSmart programming on behalf of the Village, ensuring consistent service levels, alignment with regional strategies, and efficient use of resources and expertise. Under the agreement, the RDCK will provide the following services within the Village of Salmo:

- Wildfire Mitigation Program Assessments
- Residential Rebates
- Local FireSmart Collective Program (formerly FireSmart Neighbourhood Recognition) Assessments
- and Plans
- Community engagement and education

The Village of Salmo is a partner in the Regional District of Central Kootenay (RDCK) Emergency Program which includes wildfire mitigation programming. The Municipal Services Agreement formalizes cost recovery for the RDCK's delivery of FireSmart programming within the Village.

Temporary Access into Evacuation Order Areas Policy

The proposed policy is intended to support a consistent and operationally feasible approach for managing temporary access into evacuation order areas while prioritizing public safety, responder safety, operational capacity, and liability considerations.

We are working on a temporary access policy during an evacuation.

West Transit Services Committee: Next meeting June 2, 2026 Cancelled

West Transit Kootenay Committee: Meeting TBD

All Recreation: Next meeting June 24, 2026

Salmo & Area G Recreation Commission: For the pool the discussion about donation vs fee as you need a person sitting at the desk to collect fees and you don't for donations. After the summer we will reevaluate this as commission looked at ways o how to work through this situation.

We saw higher use of the fitness center this winter and it could be because of the small amount of snow or that people are starting to use the fitness center more. Adding the extra hour last year has proven to be the right decision.

Economic Trust of the Southern Interior – BC (ETSI-BC): Board meeting June 18th in Summerland

Central/Joint Resource Recovery: Next meeting June 17, 2026

West Kootenay Hospital Board: Next meeting June 24, 2026

Nelson, Salmo, E, F, & G Regional Parks: Next meeting June 10, 2026

Other meetings of note:

Mayor's and chair Highway 3 Coalition: We will be meeting with the ministry at UBCM in September to continue to bring our collective thoughts forward.

Community Collaboration Meeting: Next meeting TBD

Area F	West Kootenay Amateur Radio Club	Slocan Ridge Radio Repeater Enhanced Solar Charge Controller Improvements	\$500.00
Area F	West Kootenay Family Wellness Society	Childcare Storage Container	\$2,000.00
Area F	West Kootenay Pony Club	West Kootenay Pony Club	\$1,350.00
Area F	West Kootenay Sno Goers Assn	Warming Shelter Sustainability & Fire Reduction Upgrades	\$1,250.00
Area F Total			\$58,499.00
SALMO / AREA G			
Area G/Salmo	Bee Awareness Society	Bee Awareness Education Program	\$327.25
Area G/Salmo	Central Kootenay Invasive Species Society	Communities Pulling Together	\$167.37
Area G/Salmo	Diverse Family Roots Society	Supporting Families with Diverse Needs	\$500.00
Area G/Salmo	Friends of the Salmo Public Library	Market Tent / pop-up awning	\$225.00
Area G/Salmo	Good Stuff Foundation	Adopt a family for the Holidays 2026	\$247.31
Area G/Salmo	Heart & Soul Martial Arts Society	Community Fitness and Self-Defense Seminars	\$127.40
Area G/Salmo	Horse Association of Central Kootenay	Youth Polish Shine & Show and Horse Activities 2026	\$287.28
Area G/Salmo	Kootenay Boundary Regional Hospital and Health Foundation Society	Mental Health Matters Campaign	\$407.20
Area G/Salmo	Kootenay Brain Injury Association	SOAR Group Program	\$207.35
Area G/Salmo	Kootenay Emergency Response Physicians Association	Strengthening Regional Emergency Response Capacity	\$1,966.03
Area G/Salmo	Kootenay Food Council	Growing Community Food Procurement Systems	\$39.97
Area G/Salmo	Kootenay International Burlesque Festival Association	Kootenay International Burlesque Festival	\$79.94
Area G/Salmo	Kootenay Lake Hospital Foundation	KLH Cardiology Stress Test Equipment	\$207.35
Area G/Salmo	Kootenay Organic Growers Society	West Kootenay Farm Share	\$1,286.54
Area G/Salmo	Kootenay Planeteers Recycling Society	Bucks for Butts	\$100.00
Area G/Salmo	Kootenay Social Support Society	West Kootenay Nav-CARE	\$367.23
Area G/Salmo	Lhasa Developments Ltd	Build for the Future Attainable Housing-Survey	\$527.10
Area G/Salmo	Lhasa Developments Ltd	Build for the Future Attainable Housing-website	\$607.04
Area G/Salmo	Massif Music Festival Society	Massif Music 2026	\$167.37
Area G/Salmo	Nelson & District Hospice Society	West Kootenay Boundary Caregiver Support	\$287.29
Area G/Salmo	Nelson Leafs Hockey Society	Infrastructure Expansion to Recycling Capacity	\$39.97
Area G/Salmo	Nelson Team Consent Society	Street Team	\$79.94
Area G/Salmo	Queen City Burlesque Expo	Queen City Burlesque Expo	\$567.07

Area G/Salmo	Rooted in Nature Stewardship Society	Youth Farm & Land Stewardship Pilot Program - 2026	\$2,565.58
Area G/Salmo	Royal Canadian Legion Salmo & District #217	100 Year's of Service Celebration	\$2,965.28
Area G/Salmo	Royal Canadian Legion Salmo & District #217	Ladies Auxiliary - Refrigerator and Kitchen Equipment Purchase	\$2,765.43
Area G/Salmo	Salmo and Area Supportive Housing Society	Intercom	\$686.99
Area G/Salmo	Salmo and District Healthcare Auxiliary Society	Thrift Store enhancements	\$2,565.58
Area G/Salmo	Salmo Barre Fitness	Rental Subsidy	\$1,326.51
Area G/Salmo	Salmo Climbing Society	Air and Route Upgrades	\$3,364.97
Area G/Salmo	Salmo Community Resource Society	Food Bank Garden Upgrade	\$1,646.27
Area G/Salmo	Salmo District Arts Council	Live music and performance	\$1,286.53
Area G/Salmo	Salmo District Golf Club	Salmo Golf Club irrigation repair and upgrade	\$4,843.87
Area G/Salmo	Salmo Secondary School PAC	Gazebo	\$287.29
Area G/Salmo	Salmo Secondary School PAC	Purchase of gym mats	\$1,526.35
Area G/Salmo	Salmo Senior Citizens' Housing Society	Tenant socialization	\$1,126.65
Area G/Salmo	Salmo Ski Club	Rental Equipment Phase 2	\$2,405.69
Area G/Salmo	Salmo Snow Ghosts	2026-2027 Affordability and Program Enhancement	\$447.16
Area G/Salmo	Salmo Square Society	Roof Replacement & Repairs	\$2,965.28
Area G/Salmo	Salmo Valley Curling and Rink Association	Building Upgrades	\$2,605.55
Area G/Salmo	Salmo Valley Farmers Market Society	2026 Farmers Market Season	\$1,766.18
Area G/Salmo	Salmo Valley Trail society	2026 Trail Maintenance	\$3,285.04
Area G/Salmo	Salmo Valley Youth & Community Centre Society	Gymnasium Floor Scrubber	\$2,445.67
Area G/Salmo	Salmo Valley Youth & Community Centre Society	Salmo Brazilian Jiu Jitsu	\$1,686.24
Area G/Salmo	Salmo Valley Youth & Community Centre Society	Salmo Snowboard Club	\$1,006.75
Area G/Salmo	Salmo Valley Youth & Community Centre Society	Salmo Valley Youth and Community Theater Program	\$1,966.03
Area G/Salmo	Sly Violet	Salmo's Got Talent!	\$600.00
Area G/Salmo	The British Columbia Society for the Prevention of Cruelty to Animals	West Kootenay - (Spay/Neuter/Identification Program)	\$1,175.00
Area G/Salmo	The Canadian Red Cross Society	Free Equipment Loans for RDCK Seniors	\$207.34
Area G/Salmo	The Rossland Gold Fever Follies Society	Follies Show, Mentorship, "Shut-Ins" Special	\$247.31
Area G/Salmo	Trails for Creston Valley Society	Foot Bridges and Culvert	\$127.41
Area G/Salmo	True Country 4H Club	True Country 4H Club-Start Up	\$647.02

Area G/Salmo	W.E. Graham Community Service Society	Invigorate Local Restorative Justice Program	\$39.97
Area G/Salmo	West Kootenay BMX	Maintenance and improvements	\$1,446.42
Area G/Salmo	West Kootenay Football Club	2026 Unity Cup	\$207.35
Area G/Salmo	West Kootenay Recreational Dirt Bike and ATV Society	Tree Hugger trail rehabilitation	\$367.23
Area G/Salmo	Ymir Arts and Museum Society	Ymir Schoolhouse emergency lighting	\$4,044.47
Area G/Salmo	Ymir Community Association	Storage Room Renovation	\$3,884.59
Area G/Salmo Total			\$69,350.00
Area H	561 Osprey Sponsoring Committee	Youth First Aid Certification & Outreach Pilot	\$100.00
Area H	Appledale Daycare Society	Acquire new chairs and sheets	\$700.00
Area H	Bee Awareness Society	Bee Awareness Education Program	\$900.00
Area H	Castlegar Nordic Ski Club	Paulson Nordic Cabin Revitalization	\$300.00
Area H	Columbia Basin Environmental Education Network	Wild Voices for Kids RDCK	\$200.00
Area H	Crescent Valley Community Hall Society	Main Hall Interior Room Upgrade	\$2,500.00
Area H	Diverse Family Roots Society	Supporting Families with Diverse Needs	\$200.00
Area H	Elk Root Conservation Farm Society	ERC Community Food Box Program	\$300.00
Area H	Fireweed Hub Society	Fireweed Hub Weekly Elders Events	\$1,500.00
Area H	Friends of the Nelson Municipal Library	Digital Learning at the Library	\$300.00
Area H	Goat Mountain Kids Society	Outdoor Sensory Regulation Space	\$150.00
Area H	Harvest Share & Bear Aware Society	Harvest Share & Bear Aware	\$450.00
Area H	Healthy Community Society of the North Slokan Valley	Food Program- Share, Teach, Grow 2026-27	\$400.00
Area H	Horse Association of Central Kootenay	Youth Polish Shine & Show and Horse Activities 2026	\$400.00
Area H	Kootenay Boundary Regional Hospital and Health Foundation Society	Mental Health Matters Campaign	\$200.00
Area H	Kootenay Brain Injury Association	Rural & Remote Brain Injury Outreach Pilot	\$200.00
Area H	Kootenay Carshare Cooperative	Kootenay Rideshare Enhancement Pilot	\$800.00
Area H	Kootenay Circus Arts Association	Discover Circus - West Kootenay Accessible Circus Initiative	\$500.00
Area H	Kootenay Food Council	Growing Community Food Procurement Systems	\$500.00
Area H	Kootenay Lake Hospital Foundation	KLH Cardiology Stress Test Equipment	\$200.00
Area H	Kootenay Organic Growers Society	West Kootenay Farm Share	\$700.00