



REGIONAL DISTRICT OF CENTRAL KOOTENAY

RECREATION COMMISSION NO. 7 – SALMO & AREA G OPEN MEETING AGENDA

**7:00p.m.
May 12, 2025**

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bc-ca.zoom.us/j/98083065968?pwd=azSoaaagdWwu5JxKSdFvK9zwCunKEF.1>

Join by Phone:

1 833 958 1164 Canada Toll Free

Meeting Number (access code): 980 8306 5968

Meeting Password: 136289

In-Person Location: Village of Salmo - 423 Davies Avenue

COMMISSION/COMMITTEE MEMBERS

Director H. Cunningham	Area G
Director D. Lockwood	Village of Salmo - Chair
Commissioner M. MacDonald	Village of Salmo
Commissioner I. McInnes	Area G
Commissioner S. Chew	School District No. 8
Commissioner A. Ellis	Village of Salmo

STAFF

Joe Chirico	General Manager of Community Services
Trisha Davison	Regional Manager of Recreation & Client Services
Craig Stanley	Regional Manager of Operations and Asset Management
Alana Jenkins	Meeting Coordinator

1. CALL TO ORDER

Chair Lockwood called the meeting to order at [Time] p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the May 12, 2025 Recreation Commission No. 7 – Salmo & Area G meeting, be adopted as circulated.

Carried/Defeated/Referred

4. RECEIPT OF MINUTES

The February 10, 2025 Recreation Commission No. 7 – Salmo & Area G meeting minutes, have been received.

5. DELEGATE

5.1 There are no Delegates scheduled for this Commission meeting.

6. STAFF REPORTS

6.1 Programming Update

The Commission Report dated May 12, 2025 from Tia Wayling, Regional Programmer, re: Programming Update, has been received.

Carried/Defeated/Referred

6.2 Efficiencies between Salmo and Electoral Area G (REC #7) Recreational Program Service Establishment Bylaws 784, 1990 and Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995

The Commission Report dated May 12, 2025 from Joe Chirico, Regional Manager of Community Services, re: Efficiencies between Salmo and Electoral Area G (REC #7) Recreational Program Service Establishment Bylaws 784, 1990 and Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995, has been received.

7. PUBLIC TIME

The Chair will call for questions from the public at _____p.m.

8. IN CAMERA

8.1 MEETING CLOSED TO THE PUBLIC

Moved and seconded,
AND Resolved:

In the opinion of the Board - and, in accordance with Section 90 of the *Community Charter* – the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting;

AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the basis(es) identified in the following Subsections:

90. (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (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;

Carried/Defeated/Referred

8.2 RECESS OF OPEN MEETING

Moved and seconded,
AND Resolved:

The Open Meeting be recessed at [Time] in order to conduct the Closed In Camera meeting.

Carried/Defeated/Referred

9. NEXT MEETING

The next Recreation Commission No. 7 – Salmo & Area G meeting is scheduled for September 8, 2025 at 7:00p.m.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Recreation Commission No. 7 – Salmo & Area G meeting be adjourned at [Time].

Carried/Defeated/Referred



REGIONAL DISTRICT OF CENTRAL KOOTENAY

RECREATION COMMISSION NO. 7

OPEN MEETING MINUTES

7:00 p.m.
February 10, 2025

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bc-ca.zoom.us/j/93620134814?pwd=zPhDqDyFzbbtaG6vWGu9Sfyk30eesw.1&from=addon>

Join by Phone:

+1-778-907-2071 Canada
1- 833-958-1164 Canada Toll-free

Meeting Number (access code): 936 2013 4814

Meeting Password: 301544

In-Person Location: Village of Salmo – 423 Davies Avenue

COMMISSION/COMMITTEE MEMBERS

Director H. Cunningham	Area G
Director D. Lockwood	Village of Salmo - Chair
Commissioner M. MacDonald	Village of Salmo
Commissioner I. McInnes	Area G

MEMBERS ABSENT

Commissioner S. Chew	School District No. 8
Commissioner A. Ellis	Village of Salmo

STAFF

Joe Chirico	General Manager of Community Services
Trisha Davison	Regional Manager of Recreation & Client Services
Craig Stanley	Regional Manager of Operations and Asset Management
Alana Jenkins	Meeting Coordinator

4 out of 6 voting Commission members were present – quorum was met.

1. CALL TO ORDER

Joe Chirico, General Manager of Community Services called the meeting to order at 7:09 p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

Director Cunningham nominated Director Lockwood.

OPPORTUNITY FOR CANDIDATES TO ADDRESS THE COMMISSION

Two minutes per address.

DECLARATION OF ACCLAIMED CHAIR

There being no further nominations, Joe Chirico, General Manager of Community Services ratified the appointed Director Lockwood as Chair of the Nelson & District Recreation Commission for 2025 by acclamation.

3. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

4. ADOPTION OF AGENDA

MOVED and seconded,

AND Resolved:

The Agenda for the February 10, 2025 Recreation Commission No. 7 meeting, be adopted as circulated.

Carried

5. RECEIPT OF MINUTES

The December 2, 2024 Recreation Commission No. 7 minutes, have been received.

6. DELEGATE

6.1 There are no Delegates scheduled for this Commission meeting.

7. STAFF REPORTS

7.1 Salmo and Area G Programming Report

The Commission Report dated February 10, 2025 from Tia Wayling, Regional Programming Manager, re: Salmo and Area G Programming Report, has been received.

7.2 2025 Financial Plans

The Commission Report dated, February 10, 2025 from Joe Chirico, General Manager of Community Services, re: 2025 to 2029 Financial Plan for Service S225-Swimming Pool – Salmo and Area G and Service S230-Recreation Commission No. 7 – Salmo and Area G, has been received.

Moved and seconded,

AND Resolved that it be recommended to the Board that:

The Board direct staff to review Salmo and Electoral Area G (REC #7) Recreational Program Service Establishment Bylaws 784, 1990 and Village of Salmo and Electoral Area G Swimming

Pool Financial Aid Local Service Area Bylaw No. 1135, 1995 and determine how to create efficiencies.

Carried

8. CORRESPONDENCE

8.1 School District 8

The e-mail dated December 3, 2024 from School District 8 re: hours of operation, has been received.

Moved and seconded,
AND Resolved that:

The Commission direct staff provide a breakdown of the times people are utilizing the Salmo Fitness Centre.

Carried

9. PUBLIC TIME

The Chair called for questions from the public at 8:27 p.m.

10. NEXT MEETING

The Recreation Commission No. 7 meeting is scheduled for May 12, 2025 at 7:00 p.m.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Recreation Commission No. 7 meeting be adjourned at 8:28 pm.

Carried

Digitally Approved

D. Lockwood, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

- 1. The Board direct staff to review Salmo and Electoral Area G (REC #7) Recreational Program Service Establishment Bylaws 784, 1990 and Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995 and determine how to create efficiencies.*

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Salmo & Area G Recreation Commission No. 7 Meetings

- 1. The Commission direct staff provide a breakdown of the times people are utilizing the Salmo Fitness Centre.*



Commission Report – For Information

May 12, 2025

Recreation Commission 7 Programming Update

Author: Tia Wayling, Regional Programming Manager
File Reference: 0520-50-RC7 Salmo Rec Commission 7
Electoral Area/Municipality: Village of Salmo & Area G
Services Impacted S230

1.0 PURPOSE OF REPORT

The purpose is to provide an overview of Winter 2025 Programming with statistics for Salmo Recreation Commission 7 (S230).

2.0 BACKGROUND AND UPDATE

Winter and Spring programming in Salmo remains focused on seasonal planning, and integration with local partnerships. Programming activity is reported across fitness, aquatics, and camps, and is aligned with the five 2025 RDCK Programming Goals: Accessibility to Services, Customer Service, Standardization, Community Connections, and Fiscal Responsibility. The information presented reflects both achievements and areas for improvement, with insight to support future planning and continuous improvement in service delivery

1. Accessibility to Services

- Staff are preparing for summer camp and aquatics hiring

2. Customer Service

- The PAL course ran again successfully in 2025 at 100% capacity with 12 participants

3. Standardization

- Program timing and capacity management are being reviewed for potential Pro-D Day offerings in the 2025/26 season.

4. Community Connections

- Staff visited the high school in March to promote and gather interest for seasonal hiring in aquatics and camps
- RDCK has accepted an invitation to sit on a newly formed Senior Advisory Committee organized through the Salmo Community Resource Society, offering opportunities for deeper engagement with older adult populations
 - The upcoming involvement in the Senior Advisory Committee is expected to strengthen insights into programming gaps in seniors but also improve networking with community organizations and agencies

5. Fiscal Responsibility

- Programming remained within budget due to targeted planning and contracted service delivery

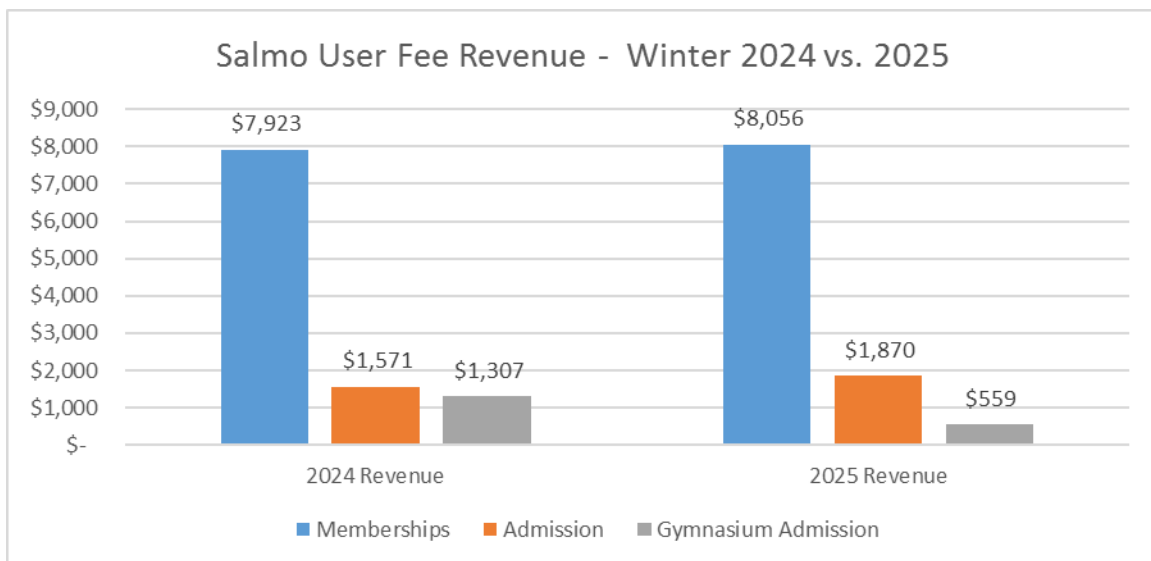
Programming Financials

Revenue amounts for Winter 2025 are higher in Recreation but lower in Fitness. Program participation increased, though offset slightly by reduced registration and cancellations in some recreation and leadership programs

Salmo Winter 2025			Salmo Winter 2024		
Programming Financials	YTD	Budget	Programming Financials	YTD	Budget
Recreation - Revenue	(\$2,319)	(\$14,500)	Recreation - Revenue	(\$1,908)	(\$20,900)
Recreation - Expenses	\$1,320	\$22,898	Recreation - Expenses	\$1,320	\$27,050
Fitness - Revenue	(\$1,264)	(\$2,600)	Fitness - Revenue	(\$1,574)	(\$2,550)
Fitness - Expenses	\$886	\$5,870	Fitness - Expenses	\$989	\$5,677
Aquatics - Revenue	\$0	(\$7,200)	Aquatics - Revenue	\$0	(\$10,930)
Aquatics Expenses	\$0	\$7,783	Aquatics Expenses	\$0	\$10,653

User Fees

Fitness Centre admissions and membership have seen an increase since last Winter 2024. However, gymnasium admissions had a significant decline. Staff are working on identifying the contributors to the change in participation.

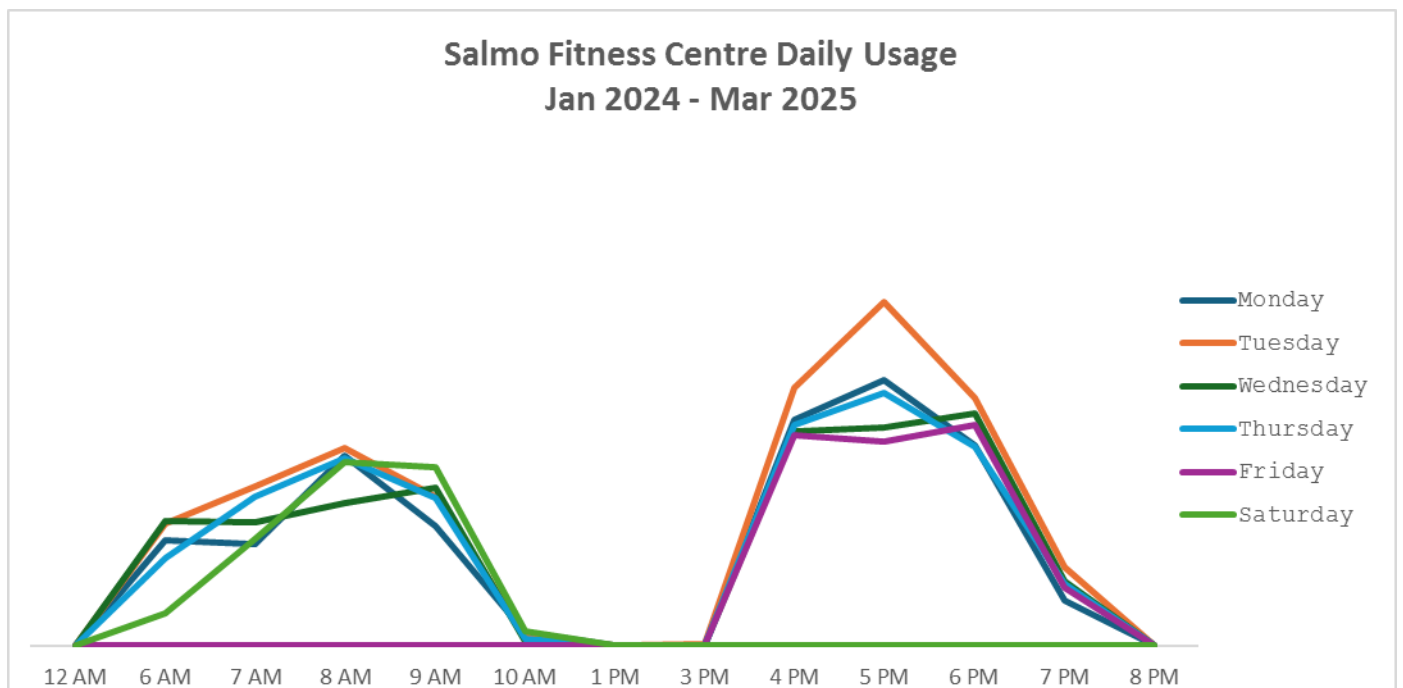


Fitness Centre Usage

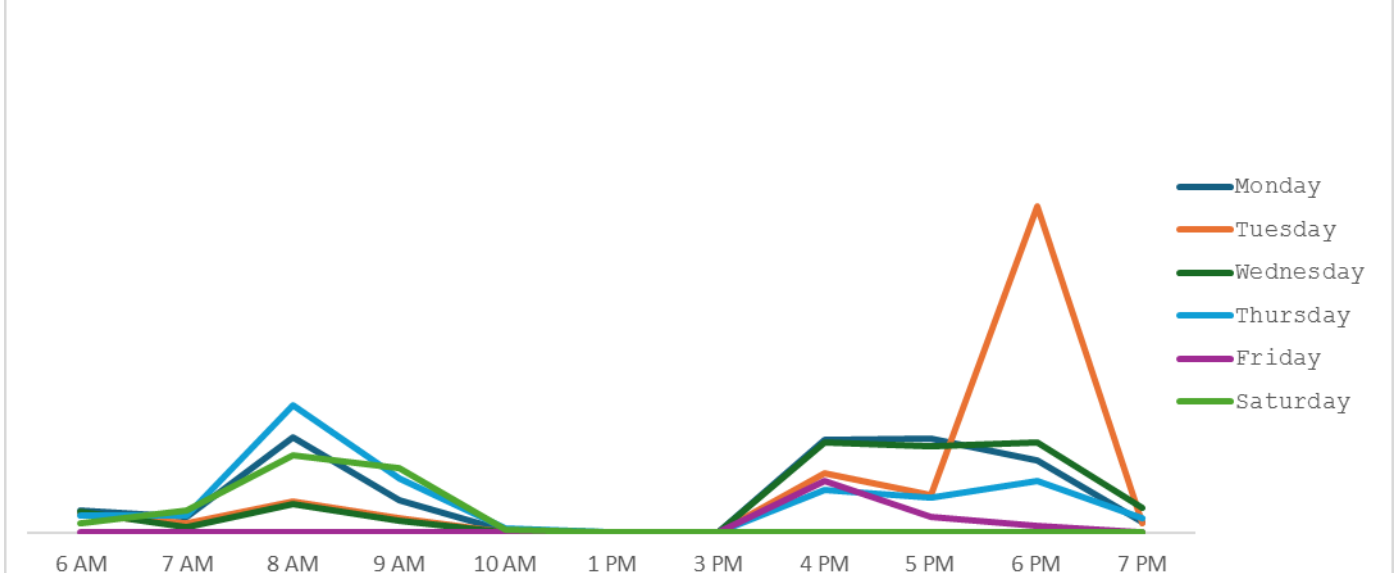
The below charts show average daily activity in the Fitness Centre and gymnasium. The charts suggest:

- Tuesdays and Thursdays between 4:00-6:00pm are the busiest in the Fitness Centre during the evenings
- The mornings of Tuesdays, Thursdays, and Saturdays from 7:00-9:00am are the busiest in the week in the Fitness Centre
- Monday and Thursday the busiest morning gymnasium times
- Tuesdays are the busiest evening gymnasium times (pickleball)

High participation is seen directly at opening indicating people, specifically students, are waiting for the Fitness Centre to re-open in the afternoon. Shifting afternoon hours of operation to open 30 minutes (3:30-7:30pm) earlier is likely to have a positive impact on youth accessing the facility directly afterschool, with no additional budgetary impact. There have been requests for earlier opening times in the past.



Salmo Gymnasium Average Daily Activity Jan 2024 - Mar 2025



3.0 NEXT STEPS AND TIMELINE

Over the next quarter, staff will continue with the following work:

Accessibility to Services

- Continue hiring for summer aquatics and camp roles to maximize service delivery
- Research to identify the decline in participation in gymnasium usage
- Investigate and provide recommendation of whether an earlier afternoon opening time for the Fitness Centre is beneficial

Customer Service

- Engage in the Senior Advisory Committee to guide older adult programming decisions

Standardization

- Work on improving data collection practices to the regional standard

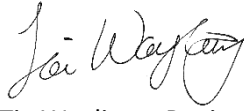
Community Connections

- Foster communications with community organizations to look at other service delivery gaps

Fiscal Responsibility

- Maintain efficient program delivery through contracting and strategic hiring

Respectfully submitted,



Tia Wayling – Regional Programming Manager

CONCURRENCE

General Manager, Community Services – Joe Chirico

Regional Manager, Recreation & Client Services – Trisha Davison



Commission Report

May 12, 2025

Establishment Service

Author: Joe Chirico, General Manager of Community Services
File Reference: 01-0520-50
Electoral Area/Municipality: Village of Salmo and Area G
Services Impacted: S225 and S230

1.0 STAFF RECOMMENDATION

Recommend to the Board that staff be directed to amend the scope and requisition of the Salmo and Electoral Area G (Rec. #7) Recreational Program Bylaw No.784, 1990;

AND further to rescind the Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995.

2.0 BACKGROUND/HISTORY

As per the Province of BC website, an establishment bylaw will outline what a service is, how it will be delivered, who will benefit, the maximum cost and how the costs will be recovered. There are three establishment bylaws that define the scope of and funding for recreational services in Salmo and Area G.

1. Salmo and Electoral Area G (Rec. #7) Recreational Program Bylaw No.784, 1990 – **S230**
2. Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995 – **S225**
3. Salmo Valley Youth and Community Centre Society Financial Contribution Service Establishment Bylaw No. 1919, 2007 – **S218**

The recommendation to the Board will not impact S218. If the Commission would like staff to review this establishment bylaw, direction would need to be directed prepare a service case analysis and to report back to Commission.

The following table compares current S230 and S225 and any amendments to the establishment bylaws:

Bylaw	Service Provided	Service Area	Method of Requisition	Current Maximum Taxation
S230	Recreational Program	Salmo and Area G	Property & Improvements apportioned: Salmo 35%, G 65%	\$245,349 Or Actual Rate of \$0.36/\$1,000

S225	"...to grant financial aid to an organization responsible for the operation and maintenance of a swimming pool or pools..."	Salmo and Area G	Property & Improvements apportioned: Salmo 44%, G 56%	\$111,770 Or Actual Rate of \$0.164/\$1,000
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Staff recommend that the establishment bylaw for S230 be amended to make it modern and in such a way that the amended bylaw also enables the Board to rescind S225.

The changes required are:

- Define the scope of the service by adding language like this:
 - To own, lease, operate or provide ongoing funding for the facilities listed in Schedule B of this bylaw;
 - To acquire or develop new community facilities and amenities for recreational and leisure purposes, including but not limited to the acquisition, construction, renovation, or expansion of facilities such as, swimming pools, gymnasiums, outdoor sport courts and fitness areas, subject to the requirements of section (2) below;
 - To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction, renovation and expansion of community and recreation facilities within the service area;
 - The acquisition of property authorized by this bylaw shall include, but is not limited to, the acquisition of an interest in properties owned by the Village of Salmo to facilitate the construction, renovation or expansion of community, recreation and leisure facilities;
 - To provide recreational and leisure programming services;
 - To provide effective stewardship of the RDCK-owned facilities listed in by proactively planning for the costs of upgrading, maintaining, renewing or replacing assets, as identified in asset management plans.
 - To provide grants to local organizations to fund recreational opportunities in the service area.
 - Section (2) A proposed facility addition must complete a project development process prior to a bylaw amendment coming forward for RDCK Board consideration that includes but is not limited to:
 - Feasibility Study;
 - Community Engagement;
 - Strategic and Tactical Planning; and
 - Utilizing asset acquisition screening tools.
- Redefine how the service is funded by:
 - Removing the provision of apportioning the costs between the Village of Salmo and Area G. This will make communication on the impact of taxation for the recreational service more transparent. Currently, what a taxpayer pays are different for residents with the same assessed value of property in the service area.
 - Change the maximum actual rate of taxation to be equal to the addition of the two current maximums ($0.36 + 0.164 = \$0.524/\$1,000$) plus the maximum increase to the actual rate of taxation as allowed by the Inspector of Municipalities (the amount of the increase is less than or equal to 25% of the requisition amount on the date the original bylaw was adopted or the date five years before the date of third reading of the amendment bylaw (whichever is later)).
- The creation of a Schedule B to define facilities that the service can fund. Staff recommends Schedule B include:

- The swimming pool
- The sports court adjacent to the swimming pool
- Any space within the Salmo Valley Youth and Community Centre
- Any other facility would be added as per the process defined as section (2)

3.0 PROBLEM OR OPPORTUNITY DESCRIPTION

The service has changed. With the addition of directly managing the swimming pool operation and before that the continuous operation of a fitness centre changed the original definition of how the service operated. The intent of the bylaw is to define the service as it currently is funding and defining processes that guide how the service could consider the addition of new recreational facilities and service mandates.

3.1 Alignment to Board Strategic Plan

Changing the establishment bylaw will enhance the service's ability to fulfill the RDCK Strategic Plan.

The new service bylaw will emphasize the need to:

- Manage our assets and delivery service in a fiscally responsible manner;
- Reduce operational costs;
- Develop relationships and partnerships.

3.2 Legislative Considerations

The Inspector of Municipalities will have input on how this process of amending and rescinding establishment Bylaws will proceed. Staff will need to report to the Board and Commission any changes required to content in the establishment bylaw as required by the Inspector of Municipalities.

3.3 What Are the Risks

Currently there are no identified risks. If any should arise staff will immediately inform the stakeholder directors, the Board and the Commission.

4.0 PROPOSED SOLUTION

The proposed solution is the amendment and rescinding of the two establishment bylaws The steps are:

1. Recommendation of from the Commission to the Board.
2. Board approval.
3. Staff drafting the establishment bylaw amendment for S230.
4. Provincial review of the amendment. Revisions if necessary to meet provincial input.
5. Board review and approval. If at any step the process must change significantly, staff will draft a new report to Commission to get direction.

4.1 Financial Considerations of the Proposed Solution

Amending the establishment bylaw is important financially to fund asset management of the public swimming pool. As per previous asset management reports, the pool will require investment to ensure it long-term viability. The amended bylaw defines this responsibility.

Currently the present bylaws do not allow the service to be funded to plan for the asset management of facilities like the pool. The bylaw will allow the Commission to fund proposed asset management projects, set up reserves and, if required borrow to fund the required capital work.

4.2 Risks with the Proposed Solution

The proposed solution does not directly solve the asset management funding shortfall. The bylaw only makes it more clear those responsibilities to properly maintain and invest in the facilities.

4.3 Resource Allocation and Workplan Impact

The drafting of a new bylaw will impact the workplan for staff in Corporate Administration and Community Services. When the bylaw amendment is complete, the budgeting process will become easier resulting in some small time savings.

The most significant impact will be on how the RDCK can communicate the impact to the local community. The yearly budget should be more transparent to the public.

4.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The most significant impact will be on how the RDCK can communicate the impact to the local community. The yearly budget should be more transparent to the public.

4.5 Measuring Success

That staff and commission will be able to identify and communicate an asset management plan to the public that can be funded by the amended S230.

5.0 ALTERNATIVE SOLUTION(S)

To only amend both establishment bylaws maximum actual rate of taxation.

5.1 Financial Considerations of the Alternative Solution(s)

The result of the proposed solution would be similar but the funding for the pool would be limited. Staff's understanding from the Commission is that the long-term viability of the pool is a significant public benefit. If the choice was made to simply continue to fund the pool through S225, the resulting increase may be \$0.04/\$1,000 vs amending S230 to fund both services which may result in a potential funding increase of \$0.131/\$1,000.

5.2 Risks with the Alternative Solution(s)

Currently the pool is only funded by the term of the establishment bylaw for S225. An increase to this bylaw would not increase the funding to the pool enough to facilitate asset management.

5.3 Resource Allocation and Workplan Impact

Staff and the commission will not have as much ability to prioritize funding to the pool asset management plan. This will have a negative impact on the workplan as capital projects will be more difficult to fund and thus plan in a timely manner.

5.4 Public Benefit and Stakeholder Engagement of Proposed Solution

The Commission will have less ability to consider funding strategies for the continued asset management of the pool. This could result in the pool being operated less in order to fund capital renewal.

5.5 Measuring Success

That staff and commission will be able to identify and communicate an asset management plan to the public that can be funded by the amended S230.

6.0 OPTIONS CONSIDERED BUT NOT PRESENTED

Recommending the permanent closure of the pool. Staff did not consider this as previous feedback from stakeholder directors and the commission did not indicate that this would be supportive. This option will remain with either of the options if a viable path for sustainability is not found.

7.0 OPTIONS SUMMARY

Option 1:

Recommendation:

Recommend to the Board that staff be directed to amend the scope and requisition of the Salmo and Electoral Area G (Rec. #7) Recreational Program Bylaw No.784, 1990;

AND further to rescind the Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995.

Option 1:

Recommendation:

Recommend to the Board that staff be directed to amend the requisition of the Salmo and Electoral Area G (Rec. #7) Recreational Program Bylaw No.784, 1990;

AND further recommend to the Board that staff be directed to amend the requisition of the Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995.

8.0 RECOMMENDATION

Recommend to the Board that staff be directed to amend the scope and requisition of the Salmo and Electoral Area G (Rec. #7) Recreational Program Bylaw No.784, 1990;

AND further to rescind the Village of Salmo and Electoral Area G Swimming Pool Financial Aid Local Service Area Bylaw No. 1135, 1995.



Respectfully submitted,
Joe Chirico – General Manager of Community Services