

NOTICE: That a Regular Meeting of the District of Barriere Municipal Council will be held at District Hall, 4936 Barriere Town Road, in Barriere, B.C. on October 21, 2024 at 7pm for the transaction of business listed below.

Daniel Drexler, Chief Administrative Officer

AGENDA

“We acknowledge and respect the indigenous peoples of Simpcw First Nation within whose lands we are meeting today.”

1. ADOPTION OF AGENDA

That Council approve the October 21, 2024, Regular Council Meeting Agenda.

2. ADOPTION OF MINUTES

a. That Council adopt the minutes of the October 7, 2024, Regular Council Meeting.

3. PETITIONS AND DELEGATIONS – none scheduled.

4. BYLAWS and POLICIES – none scheduled

5. STAFF REPORTS

a. Department Updates – Department Heads
**submitted for information*

b. Capital Project Funding Realignment – CAO
**submitted for information*

6. PROCLAMATIONS – none scheduled

7. CORRESPONDENCE

a. For Information

b. For Action

8. COUNCIL REPORTS

a. Councillor McInnis – Community Speed Limits

9. ACTING MAYOR'S REPORT

10. PUBLIC INQUIRIES

11. NOTICE OF MOTION

12. CONVENE INTO CLOSED SESSION

Pursuant to Sections 90(1)(d)(k) of the Community Charter, that the public interest requires that persons other than Council Members and required staff be excluded from the meeting and that Council continues the meeting in closed session to discuss confidential matters.

13. RECONVENE OPEN MEETING

14. BUSINESS ARISING FROM CLOSED SESSION *(if required)*

15. NEXT MEETING

- a. Regular Council Meeting, Monday, November 4, 2024 @ 7pm

16. ADJOURNMENT

DISTRICT OF BARRIERE
MINUTES OF A REGULAR COUNCIL MEETING

Held on Monday, October 7, 2024 at 7:00pm in the Council Chambers at Municipal Hall
4936 Barriere Town Road, Barriere, B.C.

*“We acknowledge and respect the indigenous peoples of Simpcw First Nation
within whose traditional lands we are meeting today.”*

Present: Acting Mayor Rob Kerlake
 Councillor Judy Armstrong
 Councillor Scott Kershaw
 Councillor Louise Lodge
 Councillor Donna Kibble

Regrets: Mayor Ward Stamer (*on approved leave*)
 Councillor Colin McInnis

Staff: Daniel Drexler, Chief Administrative Officer
 Tasha Buchanan, Corporate Officer
 David Alderdice, Chief Financial Officer
 Alexis Hovenkamp, Acting Fire Chief

Acting Mayor Kerlake called the meeting to order at 7pm

1. ADOPTION OF AGENDA

Moved by Councillor Lodge
Seconded by Councillor Kibble
That Council approve the October 7, 2024, Regular Council Meeting Agenda.

CARRIED

2. ADOPTION OF MINUTES

- a. Moved by Councillor Armstrong
Seconded by Councillor Kershaw
That Council adopt the minutes of the September 23, 2024, Regular Council Meeting.

CARRIED

3. PETITIONS AND DELEGATIONS – none scheduled.

4. BYLAWS and POLICIES

- a. Permissive Tax Exemption Bylaw No. 222, Amendment Bylaw No. 246 – adoption

Moved by Councillor Kibble
Seconded by Councillor Armstrong
That Permissive Tax Exemption Bylaw No. 222, Amendment Bylaw No. 246 be adopted.

CARRIED

5. STAFF REPORTS

a. Department Updates – Department Heads

**submitted for information*

An overview of the written update was provided to Council. Councillor Kershaw expressed that he is very proud of staff for how the 12hr BC Hydro power outage was handled in regards to the protection of our utility services.

The draft MOU between Simpcw First Nation and the District of Barriere is getting close to a final draft. It was suggested that a 'community-wide AOA' be considered in the future.

b. ETSI-BC Building Economic Development Capacity Program Grant – CAO

Moved by Councillor Lodge

Seconded by Councillor Armstrong

THAT Council authorize the Barriere Chamber of Commerce to apply for funding in the amount of \$50,000 on behalf of the District of Barriere to the ETSI-BC Building Economic Development Capacity Program to facilitate a community Wayfinding Strategy/Plan with the District of Barriere's portion of \$25,000 to be allocated in the 2025 budget process should the grant application be successful.

CARRIED

c. Halloween Fireworks Event – T. Buchanan, Corporate Officer

Councillor Armstrong noted concern that \$1,100 annually is a lot of money for a 15 min event and suggested that in going forward in future years, a different funding model be explored. However, she expressed that she is not opposed to the expense for this year.

Moved by Councillor Lodge

Seconded by Councillor Kibble

THAT Council approve the expenditure of \$1,100 for the annual Halloween Fireworks display to be conducted by the Barriere Volunteer Fire Department on October 31, 2024 at the KP ball diamonds and that the funds come from the Admin Public Relations budget.

CARRIED

d. UBCM Volunteer & Composite Fire Departments Equipment & Training Grant

The Acting Fire Chief provided an overview of the written report.

Moved by Councillor Lodge

Seconded by Councillor Armstrong

THAT staff be directed to apply for funding in the amount of \$40,000 under the UBCM Volunteer and Composite Fire Departments Equipment and Training Grant.

CARRIED

6. PROCLAMATIONS – none scheduled

7. CORRESPONDENCE

a. For Information

b. For Action

i. SD73 Disposition of Property Notice & Survey - was accepted for information.

8. COUNCIL REPORTS

a. Councillor McInnis – Community Speed Limits

**was not in attendance.*

b. Councillor Armstrong provided a verbal report on the following:

- Attended the Wildfire and Resiliency Planning Session on October 5th
- In honor of Remembrance Day, the Legion has donated a number of red and white tulips for immediate planting as well as poppy seeds to be planted in the spring.

c. Councillor Kershaw provided a verbal report on the following:

- Pleased that capital planning is on the forefront of Council's current and future discussions as expectations continue to rise for services but so are concerns regarding costs for those services.

d. Councillor Lodge provided a verbal report on the following:

- Attended the 2024 UBCM Convention in Vancouver at the beginning of September. Trade Show key take-a-ways:
 - Human Trafficking continues to be a major issue in BC, including small towns like Barriere.
 - Traffic monitoring boxes can be purchased for local governments to monitor directly.
- Attended Simpcw Days – including participating in the 'Calling our Children Home' ceremony.
- Attended the BC Communities Foundation Conference in Vancouver last week.
- Amazing Race was cancelled due to low registration.
- Participated in a Rec Committee Meeting regarding this year's Winterfest event on December 8th. The Lions Club will be spearheading Breakfast with Santa on their own this year due to scheduling conflicts.
- Would like to organize a "welcome" event for Dr. Abi.

9. ACTING MAYOR'S REPORT

The Acting Mayor provided a verbal report on the following:

- Participated in TNRD Board Meeting, including a Solid Waste Committee Meeting. In the Solid Waste Committee Meeting, it was noted that the solid waste departments are running at a deficit.
- Barriere Rec Society was awarded a \$2,000 grant.
- Asset Management Meeting at the TNRD re: lifecycle costs, reserve fund establishment/maintenance, - recommended a financial plan bylaw that incorporates asset replacement provisions.

10. **PUBLIC INQUIRIES** – *none presented*

11. **NOTICE OF MOTION** – *none presented*

12. **RECONVENE INTO CLOSED SESSION**

Moved by Councillor Lodge

Seconded by Councillor Kibble

That pursuant to Sections 90(1)(d)(g)(k) of the Community Charter, that the public interest requires that persons other than Council Members and required staff be excluded from the meeting and that Council continues the meeting in closed session to discuss confidential matters at 8:00p.m.

CARRIED

13. **RECONVENE OPEN MEETING** – *the meeting reconvened into open session at 9:20p.m.*

14. **NEXT MEETING**

- a. Regular Council Meeting, Monday, October 21, 2024 @ 7pm

15. **ADJOURNMENT**

Moved by Councillor Lodge that the meeting adjourn at 9:22p.m.

CARRIED

Rob Kerslake, Acting Mayor

Tasha Buchanan, Corporate Officer

District of Barriere
REPORT TO COUNCIL

Date: October 21, 2024	
To: Council	From: Department Heads
Re: Departmental Updates	

CORPORATE OFFICER:

- The annual application to Canadian Heritage for next year’s Canada Day funding has been submitted.
- Reviewing the upcoming renewal SOG Agreement with Recycle BC which will be brought forward to Council in a future meeting.
- The District Official Community Plan (OCP) refresh process is underway. The 1st **Public Open House** is scheduled for **Wednesday, November 20th – 6pm – 8pm at the Lions Hall**. This event will be well advertised in advance.
- A general letter of support has been provided to Canada Post for an expansion of mail boxes at the Barriere location.
- Along with the CAO, met with representatives from the Barriere Lions Club regarding the upcoming lease renewal for the Community Hall.
- Responded to 8 Bylaw Enforcement matters in September and October (to date).
- Historical large-scale maps have been sent for digital archiving and cataloguing.

- The Ministry of Municipal Affairs has forwarded a photo taken at this year’s UBCM Convention:



Recreation

- Organizing this year’s Winterfest event continues.
- Halloween Fireworks are scheduled for Thursday, October 31st at 7:30pm in KP Park.

PUBLIC WORKS MANAGER:

Roads

- Major road repairs have been completed for this year. Staff will continue to make minor repairs and patch potholes as needed.
- Winter Road Maintenance Services RFP#2 closes October 21st. Contract to start November 1st, but have contingency in place with local contractor.

Parks

- All park irrigation has been winterized – completed in-house.
- Areas in Fadear Park top dressed and seeded.
- Met with Harry Waldron to mark locations of undesignated trail signs on our property in Siska.

Utilities

- Water consumption for September averaged 1300 m3/day. Summer maximums reached 2700 m3/day
- Staff recently installed two water connections on Dunn Lake Road. We have one upcoming residential and two commercial water connections on the horizon.
- Developer of property at 4740 Barriere Town Road has started the installation of the sewer forcemain to connect their property to our infrastructure.

Emergency Preparedness

- No adverse weather is expected in our region. Special weather statement issued for Coquihalla Hwy Hope to Merritt – heavy rain and gusty winds forecasted this weekend.

FIRE CHIEF:

Fire Department Specific Updates:

- Fire Prevention Week: Elementary School and After School Program visits (see letter from Elementary School)
- Fire Calls: Rural Rescue, Mutual Aid Structure Fire and Follow-up Fire Investigation
- Grant applied for through UBCM: Response in 90 days if we are successful
- Department participated in a weekend, vehicle extraction training exercise Oct 19-20.

FireSmart:

- Survey closed for Community Wildfire Resiliency Planning
- FireSmart information distributed to Elementary School, After School Program and ICS Programming

CHIEF ADMINISTRATIVE OFFICER:

Finance:

- Audit work continues, additional issues were identified as part of the reconciliation on various accounts and will be addressed in November.

Administration:

- Meeting with the Lions club is planned for Monday October 21, 2024 to discuss their current use agreement for the Community Hall.
- Along with the Public Works Manager and Corporate Officer, we have begun to pull all the information together for the Rural Economic Development and Infrastructure Program (REDIP) grant application. At this point we have received several letters of support from Simpcw First Nation, Simpcw Resources Group, Interior Health Authority, Taseko, Paradigm, Fort Modular, and DeeJay's RV & MHP; and we are anticipating to receive a few more including from Riverland. Submission deadline is at the end of October 2024.
- Along with the Executive Manager for the Barriere Chamber of Commerce we completed the ETSI-BC grant application for a wayfinding masterplan. A support letter from Simpcw First Nation was also received for and the application has been submitted. We anticipate that any announcement on this grant would most likely not occur until early 2025.

- Crown Land Tenure – please see the letter attached in the information package. The application was rejected as it was incomplete. Although this is a bit of a setback, this rejection essentially will allow us to prepare a wholesome package with Simpcw First Nation (without the time crunch) for a new submission in the future.

**submitted for information*

District of Barriere
REPORT TO COUNCIL
Memorandum

Date: October 21, 2024	File: 530.20/Rpts
To: Council	From: Chief Administrative Officer
Re: Capital Project Funding Realignment	

Purpose

To provide Council with an updated plan for executing and funding of two current capital projects.

Background

- We internally reviewed opportunities to maximize District funding across the various grant projects while equally focusing on reducing current risks and providing for best future revenue and taxation potential.
- We've also discussed the potential realignment of District projects with our engineering consultants, and they agree that this proposed solution below would indeed fall within the Wastewater Treatment Plant (WWTP) grant parameters and likewise provide opportunity for substantial growth in an underdeveloped area in Barriere while at the same time deferring some of the risk away from the aging downtown watermains.

Background WWTP:

- So far, the WWTP project was intended to be funded by roughly \$5.2Mil in grant funding and \$1.9Mil of District funding. To fund the \$1.9Mil, Council so far has an established loan authorization Bylaw for up to that amount, over a period of up to 25 years.
- As such a \$1.9Mil loan over 25 years with the current MFA interest rate of 4.44% would lead to an annual payment of \$142,000 which would need to be funded through District funds (taxation, reserves, or other revenues). If fully funded through taxation, this would be a roughly 11.8% tax increase added to annual property taxes for 25 years. Over this time, the District would pay a total of \$3.555 Mil to fund the \$1.9Mil.
- The grant agreement with the Province is such that any funds left over from the treatment plant portion of the project can be used to upgrade/install wastewater and other necessary infrastructure. The intent for this when the application was filled was for the downtown and southern end of Barriere Town Road.
- The estimated cost for the treatment plant is around \$5-6 Mil which would have up to \$1.1 to 2.1 Mil available for other infrastructure.

Background REDIP

- In addition, the REDIP fund would cover up to \$1Mil of an up to \$3Mil project to extend wastewater, and possibly water services, to the east side of the Highway 5 corridor north of the highway bridge.
- This project intends to enhance access to municipal water and wastewater services to 3 large properties on the north side of the river. Two of which have current plans for large scale developments, while also resolving boil water advisories in the area.
- The project would leave the District (and other funders) to fund the roughly \$2Mil gap.
- The initial intent for this project was to use the Growing Communities Fund of \$1.3Mil and funding from private property owners to cover most of the \$2Mil gap.

The original plans from above, and looked at individually, have rough budgets as indicated below:

Item	WWTP + Infrastructure	REDIP	Totals
Total Project cost	\$7.1 Mil	\$3.0 Mil	\$10.1 Mil
Main Grant	\$5.2 Mil	\$1.0 Mil	\$6.2 Mil
Other Grant (Growing Communities)		\$1.3 Mil	\$1.3 Mil
Total District or other Funds	\$1.9 Mil	\$0.7 Mil	\$2.6 Mil

Realigned Plan:

- After reviewing the various funding scenarios, and long-term financial debt servicing impacts, Staff is proposing to make some adjustments, to ultimately have the least amount of debt by the time the WWTP project is complete and ideally fund the REDIP grant project in the process as well.
- To accomplish that, instead of planning with a downtown and Barriere Town Road wastewater project as part of the WWTP project, we intend to re-align the wastewater infrastructure portion of the project to the Highway 5 corridor (REDIP) project instead. The engineers agreed that establishing a looped water service as part of this project would decrease the risk regarding water flows in the downtown area.
- By doing so, we suggest using the Growing Communities Fund grant to offset costs/requirements for both projects simultaneously, essentially reducing the overall need for funding by up to \$2Mil to as low as \$0.6Mil.
- As an option, to borrow that \$600,000 over a 5year period at 4.44% would cost annually roughly \$141,000 and the overall total payments over that time would equal roughly \$707,000; freeing up critical funds in the future.

The anticipated rough budget forecast for the realigned plan is below:

Project Costs	
WWTP Only Project Cost (no wastewater infrastructure)	\$5.1 Mil
REDIP Project Cost	\$3.0 Mil
Total Cost	\$8.1 Mil
Grants for Projects	
WWTP Grant	\$5.2 Mil
REDIP Grant	\$1.0 Mil
Other Grant (Growing Communities)	\$1.3 Mil
Total Grants towards Projects	\$7.5 Mil
Total District or other Funds needed	\$0.6Mil

Next Steps

- Given the above, Staff intends to proceed with the realigned plan as indicated above.
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Attachments

- N/A

Alternate Options

1. Council could direct Staff to continue with the original plans and treat both projects independent of each other.

Prepared by:
D. Drexler, Chief Administrative Officer