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 April 20, 2026, at 5:30pm 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 April 20, 2026, Regular Council Meeting Agenda.

2. **ADOPTION OF MINUTES**

   a. That Council adopt the minutes of the March 30, 2026, PUBLIC HEARING and Regular Council Meeting.

3. **PETITIONS, DELEGATIONS AND SPECIAL PRESENTATIONS**

   a. Thompson-Nicola Regional Department (TNRD) re: Proposed Kamloops Search and Rescue Hall – J. Vieira, General Manager of Operations

   b. Barriere and Area Men's Shed (BAMS) re: Development Plan for Old Barriere Chamber building– R. Dane, President

4. **BYLAWS and POLICIES**

   a. DRAFT Policy No. 59CN – Community Support Policy – T. Buchanan, Corporate Officer
   **w/attachments*
   Recommendations:
   1. THAT Council approve Policy No. 59CN as presented.
   2. THAT Council repeal Policy No. 5 – Council Grant-in-Aid Individual & Organizations
   3. THAT Council repeal Policy No. 6 – Annual Conditional Grant
   4. THAT Council repeal Policy No. 7 – Annual Un-Conditional Grant
   5. THAT Council repeal Policy No. 32 – Partnerships with Non-Profit Organizations

   b. DRAFT Park and Public Spaces Access Bylaw No. 247– 1st, 2nd, and 3rd Readings – J. Mosdell, Deputy Corporate Officer
   **w/attachments*
   Recommendation: THAT Council give 1st, 2nd and 3rd readings to Park and Public Spaces Access Bylaw No. 247.

c. DRAFT 2026 Tax Rates Bylaw No. 276 – 1st, 2nd and 3rd Readings – D. Drexler, CAO
**w/attachments*
Recommendation: THAT Council gives first three readings to the 2026 Tax Rates Bylaw No. 276

5. **STAFF REPORTS**

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

6. **CORRESPONDENCE**

   a. For Information

   b. For Action

      i. Grant Applications
         1. Barriere Youth Soccer Association - $500.00
         2. Barriere Elementary School PAC - $500.00
         3. Rabbits BC - $500.00
         4. Barriere Trails Society - $500.00
         5. Barriere and District Heritage Society - $500.00
         6. Event Advertising Sponsorship re: Annual BES Golf Tournament - $500.00

      ii. Barriere and Area Chamber of Commerce re: Commission Structure for Unit 4

      iii. Barriere and Area Chamber of Commerce re: Approval of Sub-Lease

7. **COUNCIL REPORTS**

8. **MAYOR'S REPORT**

9. **CONSIDERATION OF DELEGATION REQUESTS**

10. **PUBLIC INQUIRIES**

11. **NOTICE OF MOTION**

12. **CONVENE INTO CLOSED SESSION**
Pursuant to Sections 90(1)(e)(i) 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 –** *May 4, 2026 @ 5:30pm*

16. **ADJOURNMENT**

DISTRICT OF BARRIERE
MINUTES OF A PUBLIC HEARING & REGULAR COUNCIL MEETING
Held on Monday, March 30, 2026 at 5:30pm 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:	Mayor Rob Kerslake	
	Councillor Judy Armstrong - *absent*	Councillor Donna Kibble
	Councillor Louise Lodge	Councillor Colin McInnis - *absent*
	Councillor Brody Mosdell	Councillor Scott Kershaw – *via Zoom*
Staff:	Daniel Drexler, Chief Administrative Officer	Tasha Buchanan, Corporate Officer
	Kathy Abel, Chief Financial Officer	Jamie Mosdell, Deputy Corporate Officer
	Alexis Hovenkamp, Fire Chief	Chris Matthews, Public Works Manager

Mayor Kerslake called the meeting to order at 5:30pm

1. **ADOPTION OF AGENDA**

Moved by Councillor Lodge
Seconded by Councillor Mosdell
That Council approve the March 30, 2026, Regular Council Meeting & Public Hearing Agenda.

CARRIED

2. **PETITIONS, DELEGATIONS AND SPECIAL PRESENTATIONS**

a. TRUE Consulting re: Signage & Wayfinding Strategy – Tanaaz Bhalla

Ms. Bhalla of TRUE Consulting, provided an overview of the Wayfinding Strategy Project underway in partnership with the Chamber of Commerce. The PowerPoint presentation included a summary of the public survey responses that indicate the public is interested in updating the signage in the community. Three potential design options were presented to Council which will be discussed later on in the meeting.

3. **PUBLIC HEARING** re: DRAFT Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273

Moved by Councillor Lodge
Seconded by Councillor Mosdell
That Council recess the Regular Council Meeting and convene into a Public Hearing at 6:05pm.

CARRIED

A Public Hearing opening statement was read by the Mayor and Gerry Melenka, the District's Consultant from TRUE Consulting, provided an overview of the rezoning application and a summary of the referral agency comments received during the consultation process.

Mr. Melenka noted that as a result of the comments received from School District No. 73 (SD73) and the Agricultural Land Commission (ALC), staff have made the following recommended amendment resolutions to be considered during the formal Bylaw reading portion of the agenda once the Public Hearing has closed:

- *THAT Official Community Plan Bylaw No. 85 Amendment Bylaw No. 273 be amended by removing the word "Agricultural" from the 1st paragraph under Sand/Gravel in Section 4.2 in its attached Schedule 'A'.*

- *THAT Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273 be amended by replacing Tables 3.3.1 and 3.3.2 (Section 3.3) with updated (the updated table) in this attached Schedule 'A':*

- *THAT Official Community Plan Bylaw No. 85 Amendment Bylaw No. 273 be amended by replacing Map 6 – DPA 4 Environmental with Map 6 – DPA 4 Environmental as attached to the staff report.*

The Corporate Officer noted that no additional public comments have been received prior to the public hearing. It was reported that at this time no comment from Simpcw has been received, however it was noted that if any comments are submitted at a later date, those comments could be considered as part of a future OCP amendment or update.

After the Mayor called for public comments and statements or questions were presented by those appearing in person or online.

The Mayor called an additional two times for any public comments. No comments were presented.

Moved by Councillor Lodge
Seconded by Councillor Mosdell
That the March 30, 2026 Public Hearing re: OCP Amendment Bylaw No. 273 adjourn at 6:12pm

CARRIED

4. **RECONVENE REGULAR COUNCIL MEETING** – *the Regular Council Meeting reconvened at 6:12p.m.*

5. **ADOPTION OF MINUTES**

   a. Moved by Councillor Lodge
      Seconded by Councillor Kibble
      That Council adopt the minutes of the March 9, 2026, Regular Council Meeting.

      CARRIED

6. **BYLAWS and POLICIES**

   a. DRAFT Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273 – 2nd & 3rd readings and adoption.

      Council reviewed the suggested amendments outlined by TRUE Consulting.

1. **Moved by Councillor Lodge**
   Seconded by Councillor Kibble
   THAT Official Community Plan Bylaw No. 85 Amendment Bylaw No. 273 be amended by removing the word "Agricultural" from the 1st paragraph under Sand/Gravel in Section 4.2 in its attached Schedule 'A'.

   CARRIED

2. **Moved by Councillor Lodge**
   Seconded by Councillor Kibble
   THAT Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273 be amended by replacing Tables 3.3.1 and 3.3.2 (Section 3.3) with the following Tables in this attached Schedule 'A':

Table 3.3.1 Projected School Enrolment

Projected School Enrolment (as of February 2026)													
	Grades	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**Ministry Operating Capacity**
Barriere Elementary	**K-6**	208	205	204	190	182	188	196	200	202	196	190	271
Barriere Secondary	**7-12**	225	229	221	236	220	223	207	205	202	188	196	325

Source: School District No. 73 - Long Range Facilities Plan | February 2026

Table 3.3.2 School Capacity and Utililzation Rates

School Capacity and Utilization Rates (as of February 2026)													
Barriere Elementary	**K-6**	77%	76%	75%	70%	67%	69%	72%	74%	75%	72%	70%	271
Barriere Secondary	**7-12**	69%	70%	68%	73%	68%	69%	64%	63%	62%	58%	60%	325

Source: School District No. 73 - Long Range Facilities Plan | February 2026

CARRIED

3. **Moved by Councillor Lodge**
   Seconded by Councillor Kibble
   THAT Official Community Plan Bylaw No. 85 Amendment Bylaw No. 273 be amended by replacing Map 6 – DPA 4 Environmental with Map 6 – DPA 4 Environmental as attached to the staff report.

   CARRIED

4. **Moved by Councillor Lodge**
   Seconded by Councillor Mosdell
   THAT Council gives 2nd reading to Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273 as amended.

   CARRIED

5. **Moved by Councillor Lodge**
   Seconded by Councillor Kibble
   THAT Council gives 3rd reading and adoption to Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273.

   CARRIED

b. DRAFT Policy No. 58CN - Council Liaison

A new Council Liaison Policy was presented to Council for consideration. The policy provides a mechanism for Council representation at various community organizations. An appointed Council Liaison does not include voting delegate membership of an organization.

Moved by Councillor Lodge
Seconded by Councillor Kibble
THAT Council adopt Policy No. 58CN – Council Liaison

CARRIED

Moved by Councillor Kibble
Seconded by Mayor Kerslake
That Councillor Lodge be appointed as Barriere Chamber of Commerce Liaison with Councillor Kershaw as an alternate.

CARRIED

7. **STAFF REPORTS**

a. Green Space – 4976 Barriere Town Road – A. Hovenkamp, Fire Chief

Chief Hovenkamp reported that the Fire Dept. has recently participated in a training session with Chu Chua Fire Department where this project was discussed. FireSmart BC has indicated it would love to send some videographers to celebrate the project upon completion. The positives of the project were reiterated which included: minimal maintenance impact, xeriscaping, and partnership opportunities with other organizations such as the Men's Shed, Simpcw and Trails Society. Residents adjacent have been consulted and have not voiced any opposition.

Moved by Councillor Lodge
Seconded by Councillor Mosdell
THAT Council directs Staff to create a natural FireSmart Showcase at 4976 Barriere Town Road as outlined in the report.

CARRIED

b. Fire Hall – Bay 5 – Terms and Conditions for Lease – D. Drexler, CAO

Council expressed a desire for a draft lease agreement for the use of Fire Hall Bay 5 by

the Barriere First Responders which should include a requirement of quarterly presentations to Council and regular finance reporting.

Moved by Councillor Lodge
Seconded by Councillor Mosdell
THAT Council directs staff to draft a lease agreement for the use of Bay 5 in the Fire Hall by the Barriere and Area First Responders with the following terms & conditions:

- **Length of Term: 3 year**
- **Renewal Option: two, one year renewal options.**
- **Termination Clause: 12 months**
- **Access Control: Yes**
- **Lease Charges, Repairs and Maintenance Costs, and Utility Costs: explore the option of a phased-in model as part of the discussions.**

CARRIED

c. Strategic Plan Update – D. Drexler, CAO
**Submitted for information*

A progress report outlining the status of each strategic directive was provided to Council for review.

8. CORRESPONDENCE

a. For Information

b. For Action – *none submitted.*

9. COUNCIL REPORTS

a. Councillor Kibble provided a verbal report on the following:
- Food Bank and Museum are both applying for their $10k Trans Mountain Grant and encouraged other organizations to make similar applications as their process is not overly complicated.
- Will be participating in the C2C Meeting in Valemount next week.

b. Councillor Lodge provided a verbal report on the following:
- Community Futures Raffel Fundraiser for its Bursary Fund
- As the Rec Committee Chair, provided comment to the Star Journal regarding the FireSmart Showcase Property project in relation to the Barriere Blooms program.
- Will be participating in the C2C Meeting in Valemount next week.

c. Councillor Mosdell provided a verbal report on the following:
- Participated in a tour of the District's utility infrastructure facilities.
- Attended the Emergency Management Engagement Event.
- Will be participating in the C2C Meeting in Valemount next week.

10. **MAYOR'S REPORT**

a. Mayor Kerslake provided a written report which was submitted as a late entry item. The item was added to the posted Agenda package for the record. In summary:

- Along with the CAO, met with BC Hydro's Communications Officer regarding the planned outage scheduled for this September.
- Thanked "Magic Man Contracting" for the donation of materials to the Fire Hall office space improvement project.
- Pricing has been obtained for the Stamer Memorial Wall Cemetery project. Hopefully construction can begin this spring.
- Received a report of a concern of hydro lines in tree overgrowth being a potential fire hazard at the DJ and Riverland Mobile Home Parks. The lines in question are actually phone lines, but the concern will be communicated by staff to the park owners.
- Participated in a Regional Hospital Board Meeting and a TNRD Board Meeting.
- The Kamloops Cancer Supportive Care Society has expressed an interest in presenting to Barriere Council in the future.

b. <u>Proposed Stakeholder's Gathering Discussion</u>

Mayor Kerslake presented a proposed template for the summer event that included a desired mission as follows: breaking down silos and understanding each other's roles in the community and identifying collaboration opportunities.

It was agreed that a working group be established to bring this event to fruition and that a date goal for June or July may be the most realistic.

c. <u>Decisions from Delegations and Special Presentations</u>

a. Wayfinding Strategy

The three options proposed by TRUE Consulting were discussed. Most members of Council agreed that Concept #1 presented the most cost-effective option but agreed that final touch ups on color and design may need to be fine-tuned.

Bill Kershaw, as a Director for the Chamber of Commerce, noted that the Chamber agrees with concept number 1 as well.

Moved by Councillor Lodge
Seconded by Councillor Mosdell
THAT Council approve Concept #1 as the preferred signage and wayfinding concept presented, with final design details to be refined through the next stages of the project.

CARRIED

11. **PUBLIC INQUIRIES** - *None presented.*

12. **NOTICE OF MOTION** - *None presented.*

13. **CONVENE INTO CLOSED SESSION**

Moved by Councillor Lodge
Seconded by Councillor Mosdell
THAT pursuant to Sections 90(1)(e)(f) 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 7:36p.m.

CARRIED

14. **RECONVENE OPEN MEETING** – *the open session reconvened at 8:39p.m.*

15. **NEXT MEETING -** *Regular Council Meeting – April 20, 2026 @ 5:30pm*

16. **ADJOURNMENT**

Moved by Councillor Lodge that the meeting adjourn at 8:39p.m.

CARRIED

Mayor Rob Kerslake	T. Buchanan, Corporate Officer

THOMPSON-NICOLA
REGIONAL DISTRICT
The Region of BC's Best

Operations

BOARD REPORT

TO: Chair and Board of Directors **DATE:** January 22, 2026

FROM: Jamie Vieira, General Manager of Operations

SUBJECT: Proposed Kamloops Search and Rescue Hall

RECOMMENDATION:

THAT, staff be directed to initiate a process to seek public assent through an Alternate Approval Process (AAP) for the following:

1. **Establishment of a new Regional Search and Rescue Service contributing up to $100,000 annually to fund a portion of the operating and maintenance costs of the new joint hall building; and**

2. **Borrowing up to $6.3 million to contribute towards the construction of a joint hall for Kamloops Search and Rescue and Kamloops Fire Rescue.**

Jamie Vieira,
General Manager of Operations

Approved for Board Consideration
CAO

Prepared by: Mike Knauff, Emergency Program Coordinator

PURPOSE:

To seek Board approval to initiate a public assent process for authorization to borrow funds and establish a new regional Search and Rescue Service.

SUMMARY:

This report presents a plan to build a shared hall for Kamloops Search and Rescue (KSAR) and Kamloops Fire Rescue (KFR) at 4420 Devick Road. The project would require the creation of a new regional service to cover borrowing for capital costs and operating expenses, which would include all ten (10) Electoral Areas and eleven (11) member municipalities.

The estimated cost is $9,454,035, with cost sharing between the City of Kamloops (CoK) and the Thompson-Nicola Regional District (TNRD) proportionate to the space within the facility. The City will pay 25% of the capital costs and the TNRD will be responsible for the remaining 75%. KSAR has also committed to raising $1.4 million, which will go toward TNRD's share. This means TNRD would need to finance approximately $6.3 million through borrowing.
Public approval is required for both borrowing and establishing the regional service, with the recommended method being an Alternate Approval Process (AAP). The estimated annual budget for capital borrowing and operating costs is $622,143, which would result in a residential tax rate of approximately $1.11 per $100,000 of assessed property value.

BACKGROUND:

KSAR requires a permanent facility to support its training, mobilization, and equipment storage needs. Currently, KSAR operates from a City of Kamloops-owned building on Mission Flats Road; however, the City has notified KSAR that it must relocate due to alternative plans for the property. While KSAR appreciates the use of the current site, it is inadequate for their operations, as it lacks space and does not provide office or training facilities.

In late 2023, KSAR approached the TNRD Board to request assistance in establishing a new, purpose-built Search and Rescue Hall in Kamloops that would serve both as a regional training centre and a base for KSAR's operations.

In November 2023, the Board instructed staff to collaborate with KSAR to identify suitable land for a new search and rescue hall in the Kamloops area and to develop a funding strategy for potential financial support from the TNRD. City of Kamloops-owned property at 4420 Devick Road was identified through an assessment process to be the most suitable location available for a joint KFR and KSAR Hall.

Subsequently, at the July 17, 2025 TNRD Board meeting, the Board directed that a formal request be made to both the City of Kamloops and KSAR to confirm their support for the project, including commitments regarding financial and land contributions.

DISCUSSION:

Location

The property at Devick Road has a Provincial reverter that requires the use of the property to include a firehall. The City of Kamloops real estate division has confirmed with the Province that a joint KFR—KSAR hall would be suitable use. Given the reverter, sale of the property or a strata model is not possible. A long-term lease and operating agreement between the TNRD and COK is the planned operating model.

The City of Kamloops has confirmed that property will be provided for the project at no cost and the City will directly fund 25% of the capital costs of the new facility, which is equivalent to the space allocated to KFR Station 5.

Construction Cost

Following the preliminary design work that was done in 2024, an updated design and cost estimate was completed of the proposed hall that incorporates both KFR's and KSAR's requirements. The updated design and site plan are included as attachments. Both KFR and KSAR have confirmed that the proposed design meets their operational needs for a facility.

Figure 1. Rendering of joint KFR & KSAR Hall on Devick Road in Rayleigh

The estimated total construction cost for the proposed joint facility is $9,454,034. The funding arrangement between the City of Kamloops and the TNRD is structured as a cost-share model, reflecting the proportionate space requirements and anticipated usage of shared areas within

the facility. Under this model, the City of Kamloops will be responsible for 25% of the total construction cost, primarily allocated to the firehall component, amounting to $2.363 million. The TNRD will be accountable for the remaining 75%, which equates to $7.090 million, designated for the KSAR component.

Kamloops Search and Rescue (KSAR) has engaged Global Philanthropic Inc. to conduct a feasibility study aimed at raising donations to support the new facility. As part of their commitment to the project, KSAR has pledged to raise up to $1.4 million through a combination of ongoing fundraising activities and, if required, existing organizational savings. This ambitious fundraising campaign is already underway, demonstrating KSAR's dedication to contributing significant financial support. The $1.4 million KSAR plans to contribute will be allocated towards the TNRD portion of the capital costs (75% of the project).

Table 1. Capital funding contribution by agency

Agency	Capital Funding Contribution
City of Kamloops	$2,363,508
Kamloops Search and Rescue	$1,400,000
Thompson Nicola Regional District	**$**5,690,526
Estimated Total Project Cost	**$9,454,034**

Borrowing Requirement

The Regional Search and Rescue service is presently funded only as a grant-in-aid service, with no capital assets or reserves allocated to it. Since the TNRD has no capital reserves suitable for this project or dedicated funding streams, the TNRD's capital contribution will need to be funded through long term borrowing.

Long term borrowing must be approved through public assent process. This process would set the maximum amount that is approved for borrowing, therefore it is being recommended that the maximum amount include a contingency of 10% of the TNRD portion. Please note a contingency is already included in the construction class D estimate. This additional 10% contingency brings the required borrowing amount to $6,259,579**.** For ease of communication this amount has been rounded up to $6.3 million as the maximum amount the TNRD would seek approval through public assent to borrow.

Operating Costs

In addition to funding for construction, this project will require a regional service to be created to fund the ongoing operations and maintenance costs. A similar facility recently built in the Regional District of North Okanagan for Vernon Search and Rescue incurred $38,000 in operations and maintenance in 2024 including utilities, janitorial, alarm monitoring, general repair and maintenance, and snow removal. Current TNRD facilities average $10 per square foot in operations costs; 75% of the costs for the proposed 15,000 sq ft facility could be as high as $112,250 in operating costs per year. Further development of the building design is required to produce more detailed maintenance costs; however, staff are comfortable recommending a maximum annual operating budget of $100,000 for the TNRD/ KSAR portion (75%).

The City will cover operating costs for the KFR portion of the facility. Shared operating costs will be divided 25% to the City and 75% to the TNRD, matching the capital cost split. All KSAR-related expenses (training, deployments, equipment, etc.) are solely KSAR's responsibility.

Regional Service

The proposed service which would fund the TNRD portion of the borrowing and annual operating cost is a region-wide service which would be funded by all ten (10) Electoral Areas and all eleven (11) member municipalities.

As detailed in previous reports and presentations to the Board from KSAR, the proposed facility would be a regional benefit acting as a training center to support other search and rescue (SAR) groups within the TNRD. In addition, KSAR is regularly deployed throughout the TNRD, supporting other TNRD SAR groups and providing service where no other SAR groups operate. For example, there were recent deployments in Pritchard (Electoral Area "L"), Vavenby (Electoral Area "A") and Walhachin (Electoral Area "I").

In 2024, the TNRD Board received letters of support for a dedicated facility for KSAR from all other search and rescue groups that operate within the TNRD (Wells Gray, Barriere, Logan Lake, Merritt and South Cariboo). The facility will also be used for the delivery of other emergency training courses and could function as a backup Emergency Operations Centre (EOC) for the TNRD if required.

Public Assent Process

The Board is required to select the most appropriate method for obtaining elector approval - Alternative Approval Process (AAP) or Assent Voting (Referendum) - when considering service establishment and loan authorization bylaws. Considering the regional district's size and the need to obtain elector approval across the entire region, staff recommend the Board authorize staff proceed with an AAP.

Key advantages of the AAP for this specific public assent process include:

- Cost Efficiency – An AAP is far less costly than a referendum, as it avoids expenses related to advertising, rental of voting locations (general and advance voting days), staffing, ballots, and voting materials.

- Timeliness – Following Ministry of Municipal Affairs approval, electors have a 30-day period to submit response forms. If electoral approval is achieved, the Board may adopt the service establishment and loan authorization bylaws.

- Accessibility and Convenience – Elector response forms are only required from those opposed to the adoption of the bylaws. Note: The Ministry of Municipal Affairs recommends the development of a policy to allow for submission of electronic response forms as the methods for submitting these forms are not covered in legislation.

To proceed with an AAP, approval from the participating areas must be obtained through a Board resolution passed by a two-thirds majority, as required under section 342(4) of the *Local Government Act*. The Board must also provide three readings to both the service establishment bylaw and the loan authorization bylaw. Once third reading is complete, the Board report and bylaws will be circulated to member municipalities for information, and a request for approval will be submitted to the Inspector of Municipalities.

Following approval by the Inspector of Municipalities, staff will prepare the elector response form, establish the submission deadline, estimate the number of eligible electors, and proceed with the development of a communications plan.

If 10% or more of eligible electors submit valid opposition forms by the specified deadline (which must be at least 30 days after public notice), the Board will need to decide whether to proceed with a full assent voting process (referendum). If the Board opted to proceed, a referendum must be scheduled within 80 days following the AAP deadline.

FINANCIAL IMPLICATIONS:

If approved by public assent, borrowing for capital costs of the joint hall would occur through the Municipal Finance Authority (MFA) and be repaid via taxation over 20 years. The annual borrowing cost is estimated to be $522,143 based on current MFA interest rates. Annual operating and maintenance costs are estimated at $100,000. After 20 years, taxation for debt repayment will end, and only operating costs will require ongoing taxation.

The estimated residential tax rate, if approved by public assent, is $1.11 per $100,000 of assessed value. Table 2 shows the estimated tax rates for all TNRD property classes, considering both the annual cost of borrowing (over 20 years) plus the yearly operating and maintenance expenses.

Table 2. Estimated Tax Impact by Property Class

Taxation Impact Calculator - KSAR Service (Region-Wide)

Operating Costs	100,000
Debt Payments[3]	522,143
Total Cost of Service	**622,143**

Assessment Class	Property Assessment[2]	Tax Rate Per $100,000[1]	Portion of Costs
Residential	36,959,988,170	1.11	65.88%
Utilities	1,515,285,836	3.88	9.45%
Supportive Housing	22	-	0.00%
Major Industry	340,965,200	3.77	2.07%
Light Industry	308,270,150	3.77	1.87%
Business and Other	4,688,391,513	2.72	20.47%
Managed Forest Land	430,900	3.33	0.00%
Rec/Non Profit	96,472,001	1.11	0.17%
Farm	50,692,457	1.11	0.09%
Totals	**43,960,496,249**		

1 - Per $100,000 of property assessment value
2 - Based on the BC Assessment 2025 Revised Roll
2 - $6,300,000 in debt over 25-years

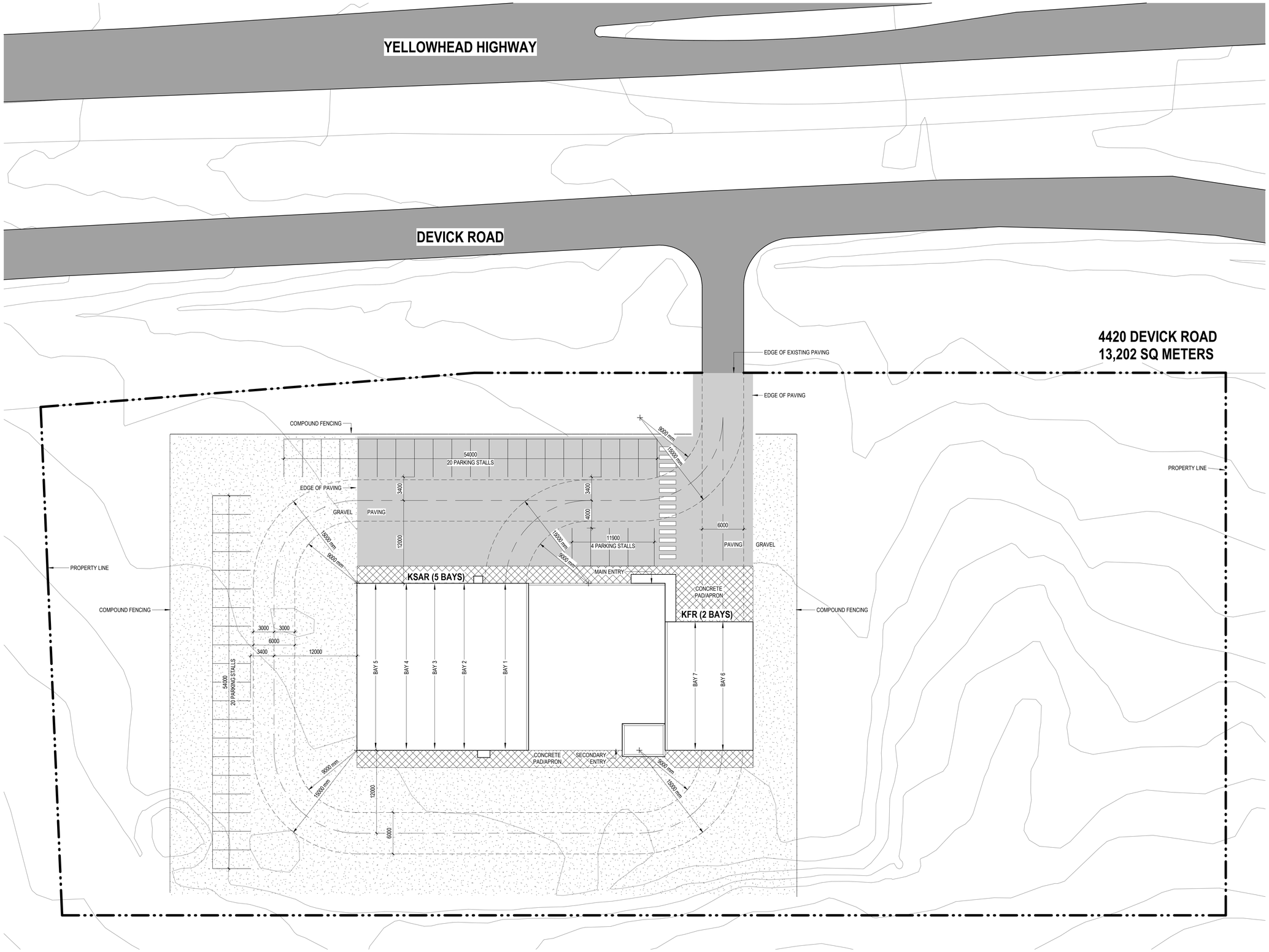
ALIGNMENT TO THE 2023-2026 STRATEGIC PLAN:

This report is consistent with the following Strategic Focus Area and Priorities set out in the Board's Strategic Plan:

- Emergency Planning & Response
  - Emergency Management partnerships
  - Strengthening community resilience
  - Training/ development and education

Attachments:

1. KFR #5 & KSAR Site Plan
2. KFR #5 & KSAR Conceptual Design
3. KFR #5 & KSAR Hall Rendering



1 A100 **SITE PLAN**
1 : 250

Stantec

Stantec Architecture Ltd.
300-175 2nd Avenue
Kamloops, BC V2C 5W1
Tel: (250) 374-0311

Kamloops Tournament Capital of Canada

Consultant

Issued/Revision	By	Appd	YYYY.MM.DD

Permit/Seal

PRELIMINARY NOT FOR CONSTRUCTION

Not for permits, pricing or other official purposes. This document has not been completed or checked and is for general information or comment only.

City of Kamloops

KSAR Facility and Firehall

Project No.:144325064

File Name: N/A

NP	BC	GL	2025.06.11
Dwn.	Dsgn.	Chkd.	YYYY.MM.DD

Title

OVERALL SITE PLAN

Scale: 1 : 250

Issue/Revision:

Drawing No. **A100**

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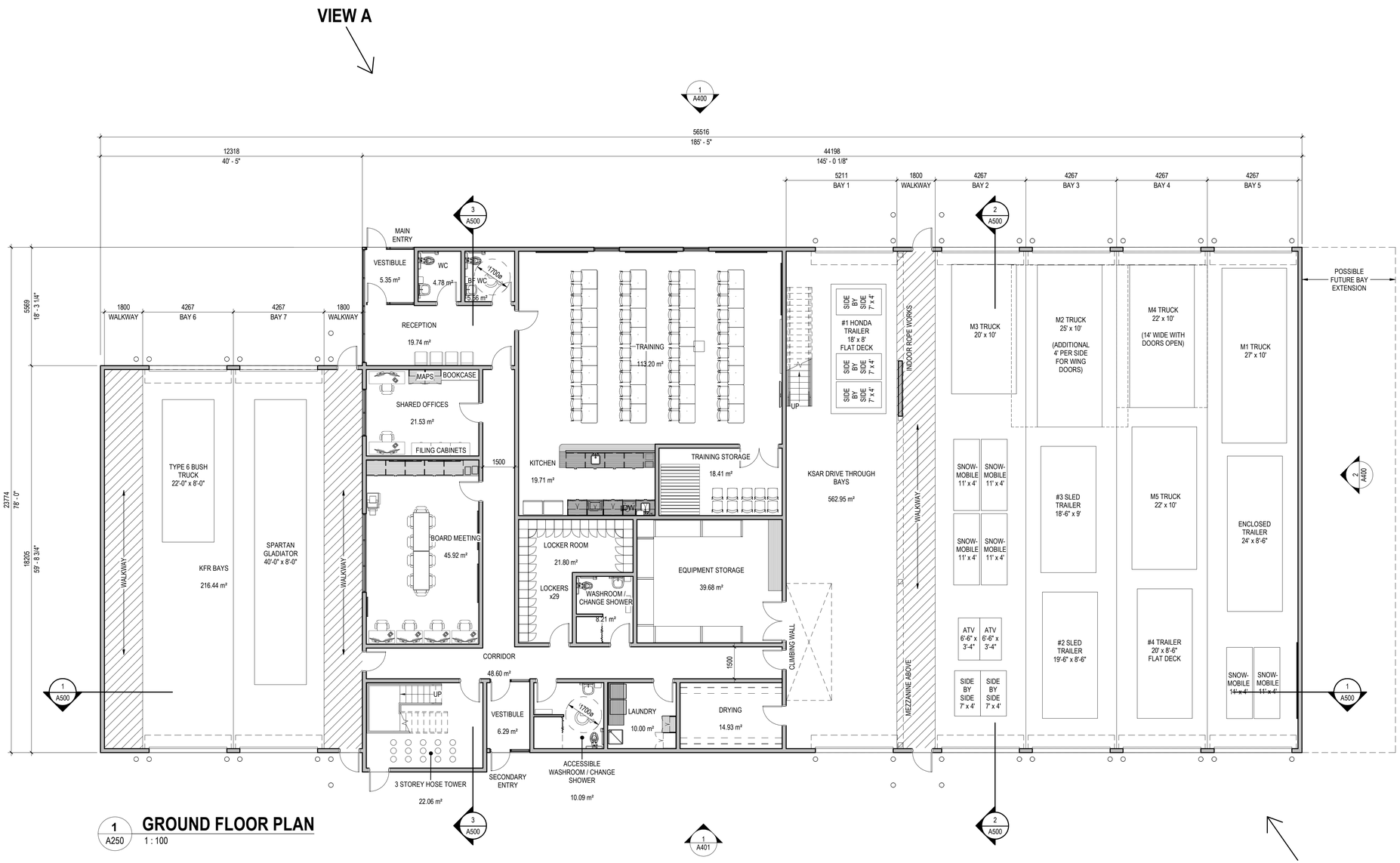
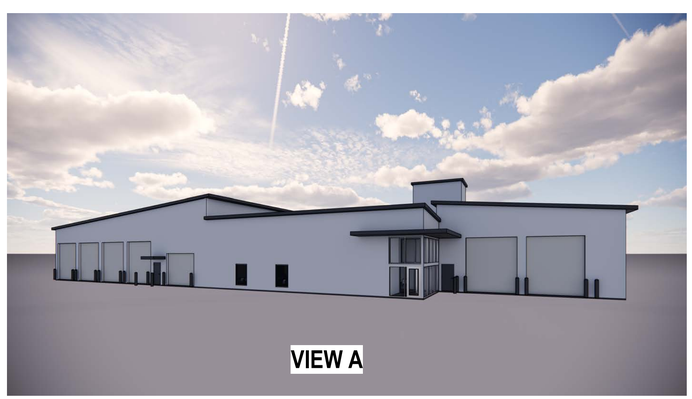
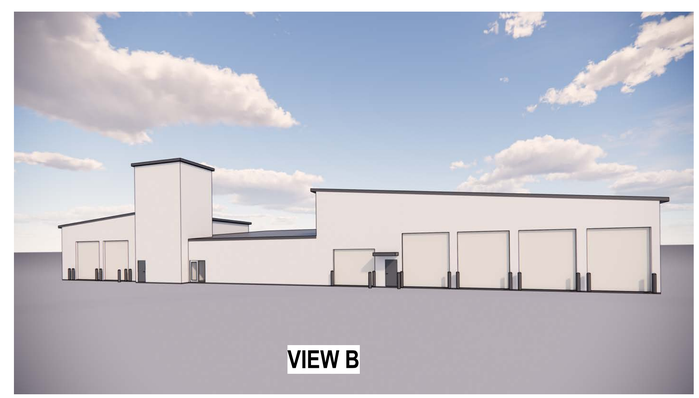
4/11/2023 10:30:36 AM

ORIGINAL SHEET - ARCH D



1 A250 **GROUND FLOOR PLAN**
1 : 100





Stantec

Stantec Architecture Ltd.
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Tel: (250) 374-0311

Consultant

Issued/Revision	By	Appd	YYYY.MM.DD

Permit/Seal

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City of Kamloops

KSAR Facility and Firehall

Project No.:144325064

File Name: N/A

NP	BC	GL	2025.06.06
Dwn.	Dsgn.	Chkd.	YYYY.MM.DD

Title

OVERALL PLAN - GROUND FLOOR

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Issue/Revision:

Drawing No. **A250**

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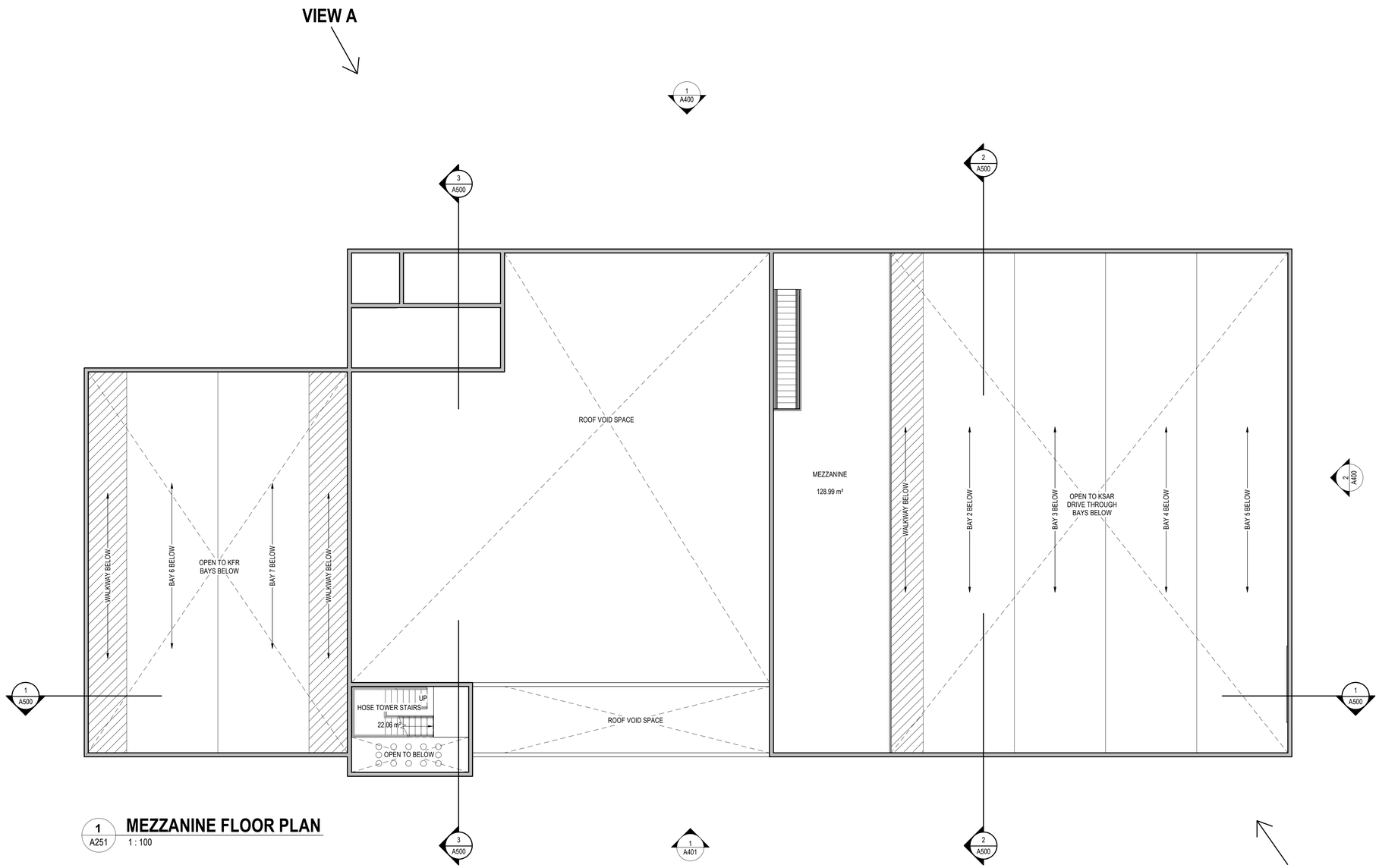

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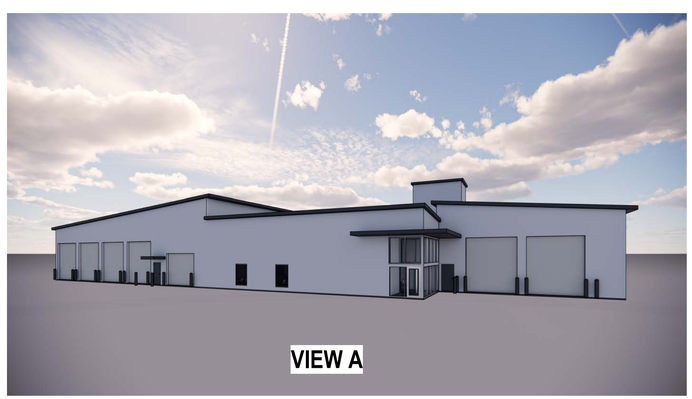

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City of Kamloops

KSAR Facility and Firehall

Project No.:144325064

File Name: N/A

NP	BC	GL	2025.06.06
Dwn.	Dsgn.	Chkd.	YYYY.MM.DD

Title

OVERALL PLAN - MEZZANINE

Scale: 1 : 100

Issue/Revision:

Drawing No. **A251**

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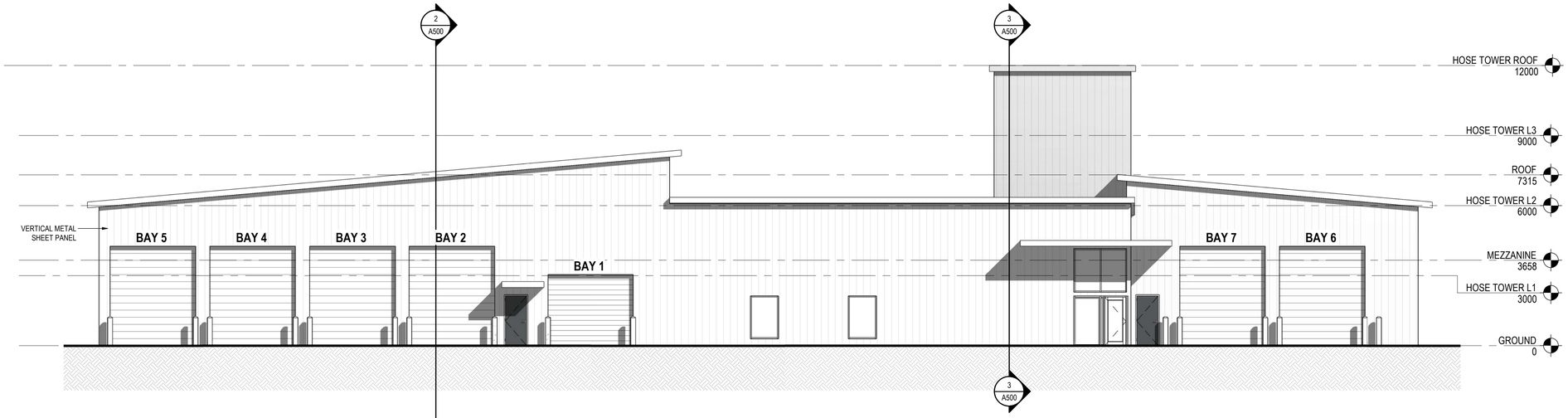

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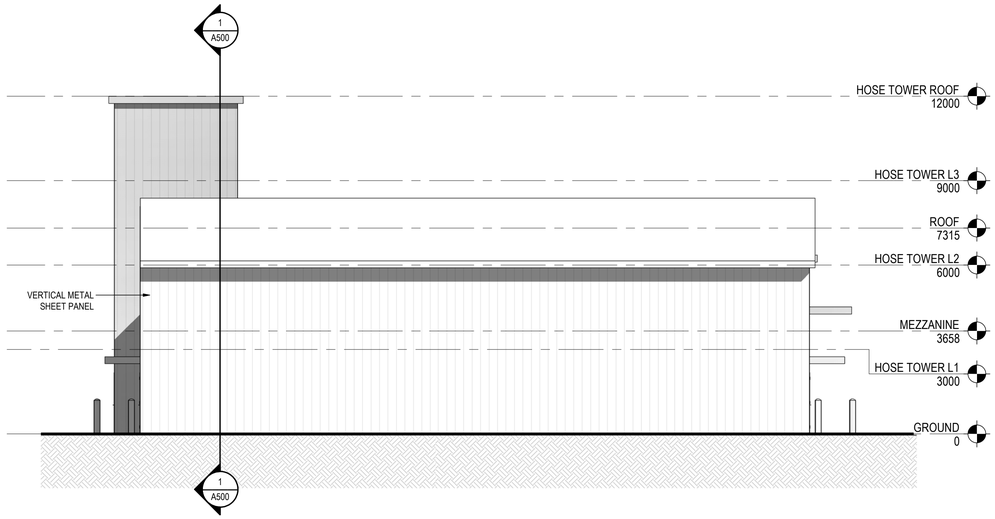

2 A400 **EXTERIOR ELEVATION 2**
1 : 100

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Kamloops Tournament Capital of Canada

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City of Kamloops

KSAR Facility and Firehall

Project No.:144325064

File Name: N/A

NP	BC	GL	2025.06.06
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Title

EXTERIOR ELEVATIONS

Scale: 1 : 100

Issue/Revision:

Drawing No. **A400**

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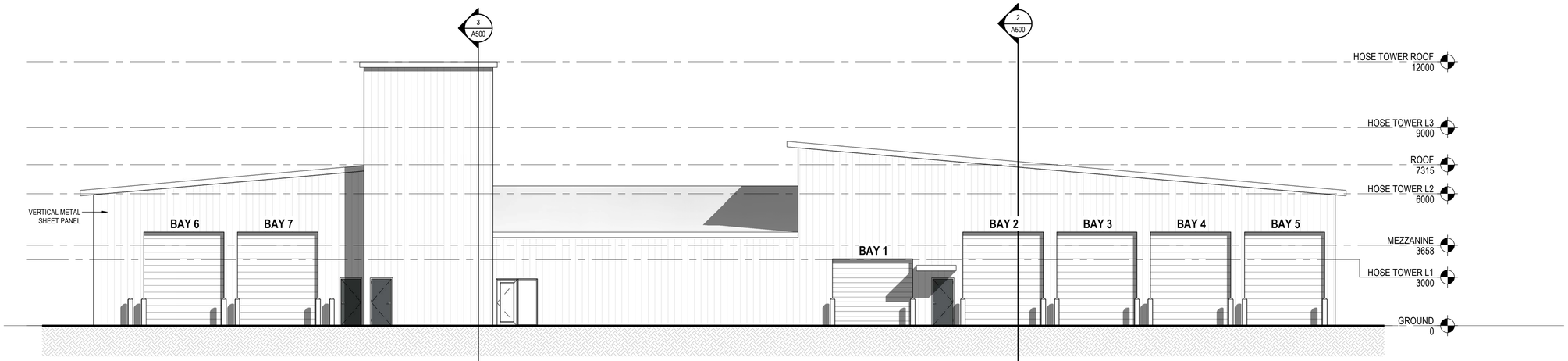

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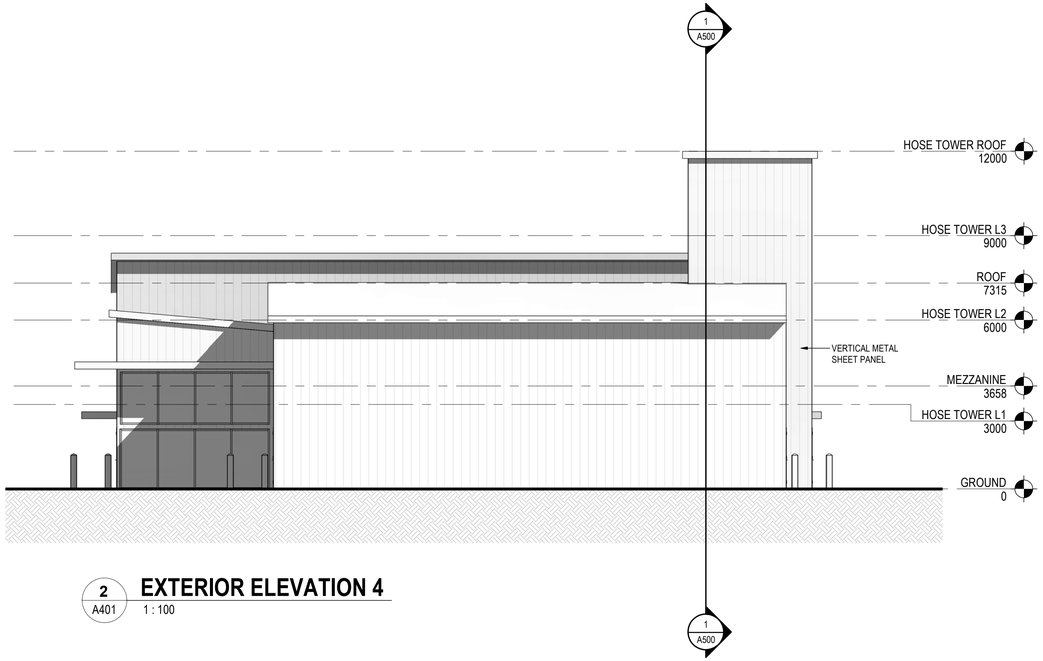

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City of Kamloops

KSAR Facility and Firehall

Project No.:144325064

File Name: N/A

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Title

EXTERIOR ELEVATIONS

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Issue/Revision:

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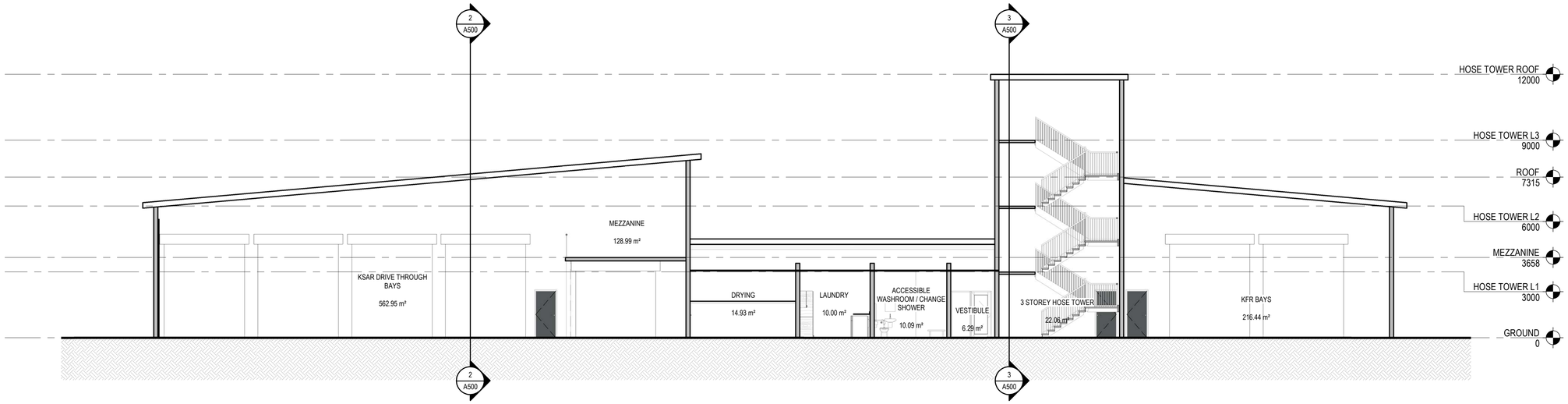

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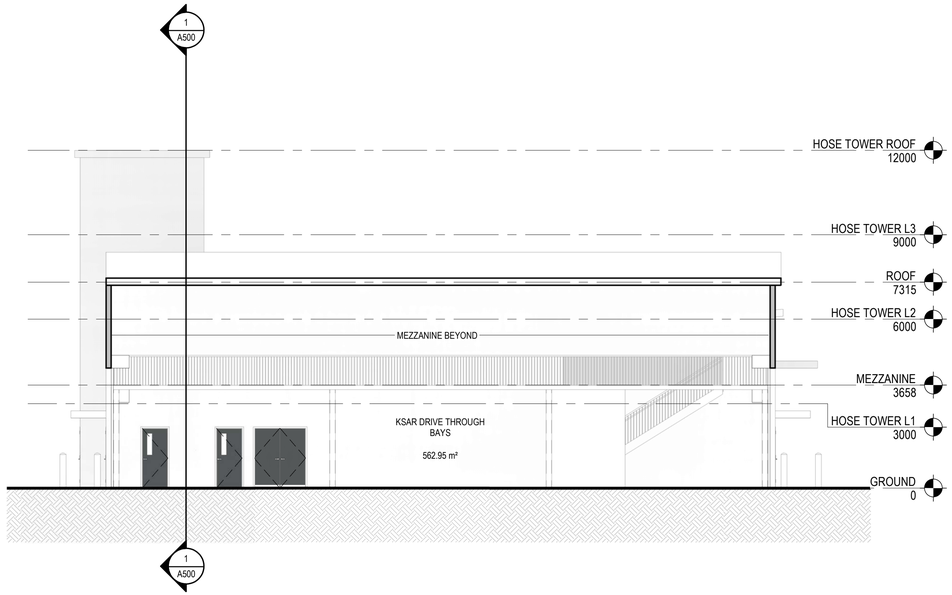

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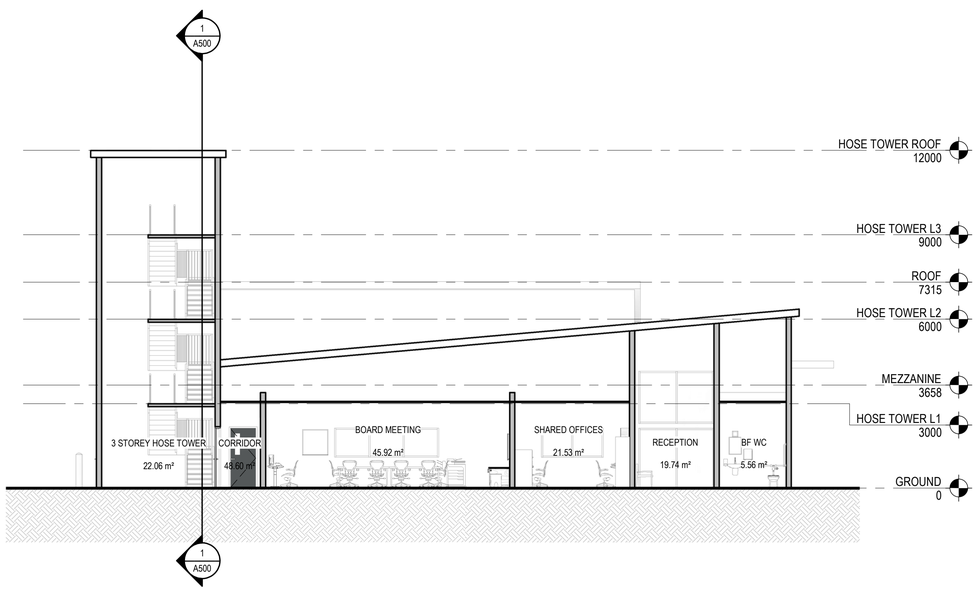

3 A500 **SECTION 3**
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City of Kamloops

KSAR Facility and Firehall

Project No.:144325064

File Name: N/A

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Dwn.	Dsgn.	Chkd.	YYYY.MM.DD

Title

BUILDING SECTIONS

Scale: 1 : 100

Issue/Revision:

Drawing No. **A500**

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ORIGINAL SHEET - ARCH D

KAMLOOPS FIRE RESCUE
STATION 5
KAMLOOPS
EST 1884
FIRE RESCUE
KAMLOOPS SEARCH & RESCUE
1
2
3
5

March 2026

Development Plan for old Barriere Chamber building in the heart of downtown

Property Address: 4624 Barriere Town Road

Project Overview by Barriere and Area Men's Shed (BAMS)

This development proposal outlines a three-phase plan to renovate, upgrade, and improve the functionality, safety, and appearance of the property. Each phase includes defined scope, estimated costs, and timelines.

A fourth phase (overall exterior aesthetic and property improvement - towards the ongoing vision of an improved downtown core development and revitalization) is not detailed here but would be an ongoing design process through phases 1-3, with a draft developed for discussion with the district, before or during implementation of phase 3. Ie How to make the property a centerpiece of community engagement and enjoyment and set an example for other property owners. A recent positive example in the area is the old saw shop, now an exceptionally functional and visual improvement by LNTCF and home to new facilities.

Phase 1: Interior Demolition and Refurbishment

Scope of Work

- Removal and recycling of existing T-bar ceiling in shop area
- Demolition of interior walls in shop area to create open workspace
- Inspection and upgrading of electrical systems as required
    - Electrical permit to be obtained
- Removal of existing flooring throughout the building
- Refurbishment of washroom, including toilet and sink/vanity
- Installation of a new kitchenette with sink in office/meeting room
- Installation of new LED lighting throughout shop area
- Installation of new or reused overhead door(s)

Estimated Cost

$5,000

Estimated Timeline

1–2 months

Phase 2: Exterior Upgrades and Structural Improvements

Scope of Work

- Modernizing existing building envelope towards improving energy sustainability and reduce overhead costs.
    - Improvement of building energy use and sustainability. Eg Installation of Styrofoam insulation panels on exterior walls, improved ceiling insulation
    - Replacement of single-pane windows with sealed units
    - Replacement or refurbishment of entry doors, including locks and security features as required
    - Installation of concrete siding (Hardie plank) to create a weather-resistant exterior
- Removal of existing roof shingles and replacement with metal roofing
- Installation of new flashing where roof meets existing walls
- Structural reinforcement for wind resistance (as required)
- Ground-level exterior finishing improvements
- Construction of a main entrance portico roof
- Coordination of exterior colors and design with District of Barriere guidelines and downtown core vision
- Implementation of temporary protective measures during construction to prevent deterioration

Estimated Cost

$60,000

Estimated Timeline

3–4 months

Phase 3: Roofing Completion

Scope of Work

- Removal of remaining old roofing materials
- Installation of torch-on roofing system across the entire structure
- Work to be completed in compliance with applicable building codes

Estimated Cost

$35,000

Estimated Timeline

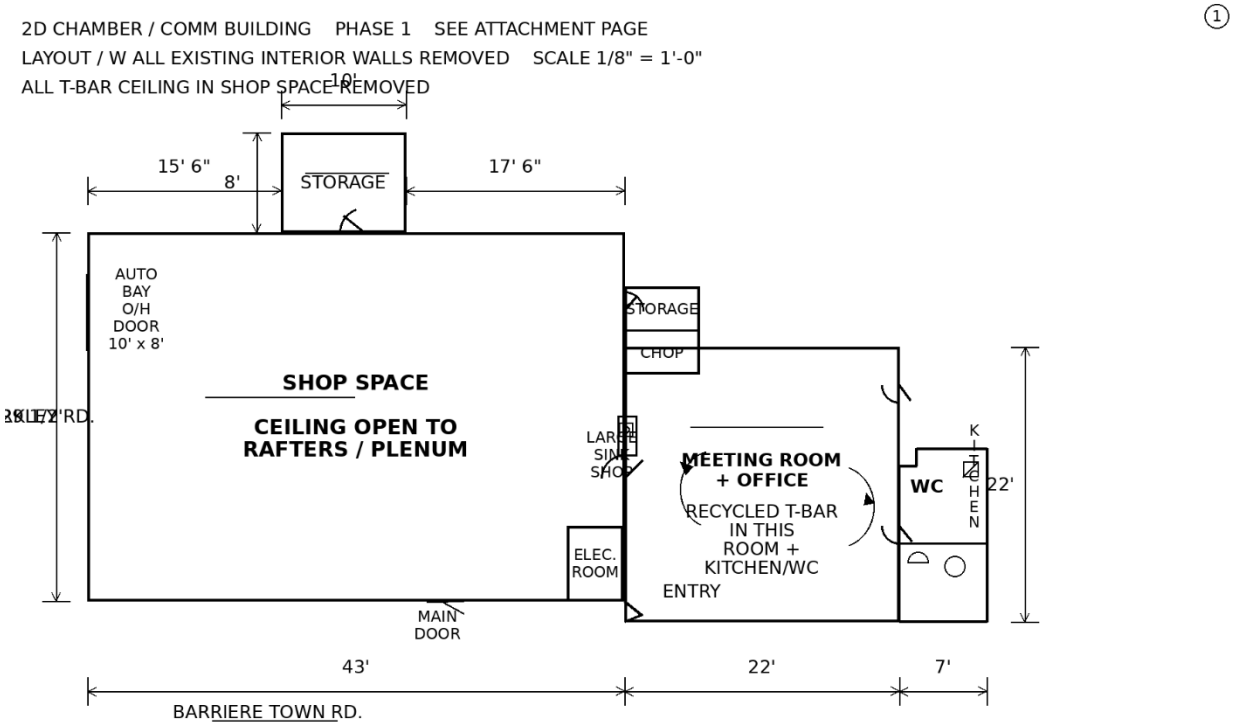
To be determined (typically 1–2 months depending on conditions)

Total Project Summary

Phase	Description	Estimated Cost	Timeline
Phase 1	Interior demolition & upgrades	$15,000	0-12 months
Phase 2	Exterior & structural improvements	$60,000	0-48 months
Phase 3	Roofing completion	$35,000	0-60 months
Total	**Full Development**	**$110,000**	**60 months**

Conclusion

This phased approach allows for manageable budgeting while progressively improving the building's safety, sustainability, usability, and appearance. Priority is given to interior functionality first, followed by exterior protection, long-term structural integrity and modernization of exterior appearance towards a revitalized and aesthetically pleasing downtown core as desired by the district, BAMS, and Barriere residents in general



OLD CHAMBER/COMM. BUILDING PHASE 2 - SEE ATTACHMENT PAGE

EXTERIOR ELEVATIONS SCALE 1/8 = 1'0"

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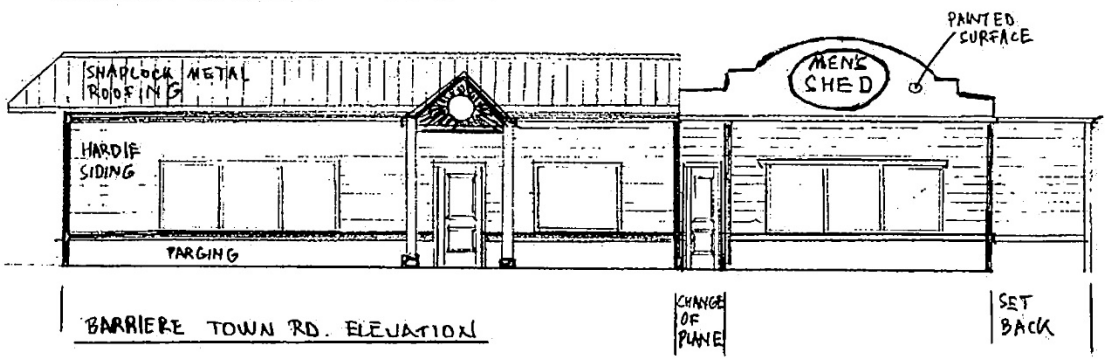
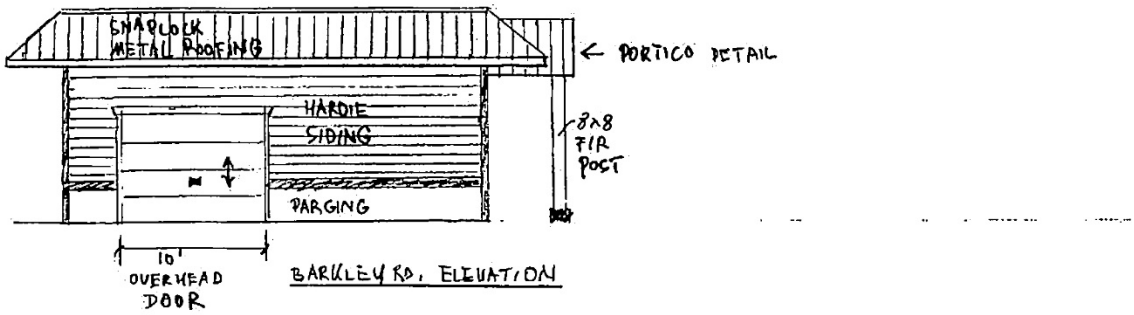


BARRIERE TOWN RD. ELEVATION



BARKLEY RD. ELEVATION

District of Barriere

REPORT TO COUNCIL
Request for Decision

Date: April 20, 2026	**File:** 530.20/Rpts
To: Council	**From:** Corporate Officer
Re: Approval of Policy No. 59CN – Community Support	
Recommendations: **1. THAT Council approve Policy No. 59CN as presented.** **2. THAT Council repeal Policy No. 5 – Council Grant-in-Aid Individual & Organizations** **3. THAT Council repeal Policy No. 6 – Annual Conditional Grant** **4. THAT Council repeal Policy No. 7 – Annual Un-Conditional Grant** **5. THAT Council repeal Policy No. 32 – Partnerships with Non-Profit Organizations**	

Purpose

To present Draft Policy No. 59CN – Community Support Policy for Council's consideration and adoption, consolidating and modernizing the District's approach to community funding, support, and partnerships.

Background

The District currently administers community support funding through multiple policies, including:

- Policy No. 5 – Grants in Aid
- Policy No. 6 – Annual Conditional Grant
- Policy No. 7 – Annual Unconditional Grant
- Policy No. 32 – Partnerships with Non-Profit Organizations

These policies were developed at different times and reflect varying processes, application timelines, and administrative requirements. In practice, aspects of these policies have evolved over time to better meet the needs of both the District and local non-profit organizations.
Draft Policy No. 59CN has been developed to consolidate these policies into a single, comprehensive framework that reflects current practices, improves administrative efficiency, and provides clearer direction for applicants, Council and Staff.

Summary

Draft Policy No. 59CN establishes a modernized and streamlined framework for community support. Key highlights include:

Consolidation of Existing Policies

- Combines multiple legacy policies into one cohesive document;
- Aligns funding processes, eligibility, and expectations across all support types;
- Eliminates duplication and inconsistencies between policies.

Updated Funding Framework

The policy introduces three primary funding streams:

- Fee for Service Agreements (structured, deliverable-based funding i.e.. BCoC, BRFS);
- One-Time Annual Grants (limited funding for smaller requests);
- Community Event Support and Sponsorships (financial and in-kind).

Streamlined One-Time Grant Process

The one-time grant process has been simplified to:

- Reflect how the process has been administered in practice;
- Reduce administrative burden on applicants, Staff and Council;
- Better support local non-profits, many of whom operate with limited capacity and resources.

Unlike the previous Policy No. 5 process, which required monthly intake deadlines, extensive documentation, and in-camera review cycles (*which historically hasn't been the actual practice of Council due to its over-complicated burden*), the new formalized approach recommended:

- Establishes a single annual intake deadline;
- Standardizes submission requirements;
- Allows Council to review applications collectively following the budget process.

This approach is intended to make the process more accessible and less cumbersome for already over-stretched non-profit organizations in the community and for Council to best allocate available funds by assessing the pool of applications collectively.

Annual Budget Allocation Approach

The policy formalizes a budgeting approach where Council sets a single annual allocation for:

- One-time grants* with a deadline for applications of April 30; and
- Event advertising sponsorships*.

**An organization is only eligible for one of the two funding models above in a calendar year.*

The reason the One-time Annual Grant model includes a deadline (April 30) and the Event Advertising Sponsorship model does not, is two-fold:

a. The one-time annual grant model is most commonly requested as the awarded funds can be used by the applicant for operations or other special projects outlined in the application.

b. The Event Advertising Sponsorship model is specifically for an event being hosted in the community that the host is seeking funding support through advertising sponsorship; usually via the availability of advertising space in an event program or signage. These hosts may not receive relative approvals from umbrella organizations to host an event in the timeframe that would work with a specific deadline.

While an applicant may submit an Event Advertising Sponsorship application after the April 30th deadline of the One-Time Grant model, it would be prudent for the event host to meet that deadline for their submission if possible, as there is no way of knowing if the number of one-time grant submissions received by the deadline meet or exceed the annual budget established in the approved, annual Council budget.

For example: If Council allocates $6,000 annually in the budget, and Council approves $4,000 in one-time grant funding after that April 30th deadline, then $2,000 remains available for any event advertising sponsorship requests made throughout the remainder of the year.

Conversely, if the full $6,000 is allocated by Council through one-time grants, then no funding would remain available for event advertising sponsorships for that calendar year.

This approach improves transparency, ensures fiscal control, and provides clarity for both Council and applicants regarding available funding throughout the year. Staff will keep a record of all applications received and considered under this budget line-item, including a running total of any remaining funds in a calendar year.

Expanded Non-Monetary and Administrative Support

The policy formalizes current practices:

- Staff authority to provide letters of support;
- Assistance with grant applications if possible (without completing submissions on behalf of organizations);
- Structured Non-Profit Organization (NPO) partnership agreements for flow-through funding (currently authorized via Policy No. 32).
- Ability for an individual or business to request, through Council, the issuance of a Tax Receipt for donations over the amount of $500 to an NPO within an active agreement.

Community Recognition

The policy introduces formalized direction for *Volunteer/Community Contribution* recognition and *Citizen Milestone* recognition.

Historically, the District has provided approximately 10 *Volunteer Appreciation* Certificates, 12 *Volunteer Recognition* Letters to students, 14 *Individual Milestone/Congratulatory* Certificates (birthdays, anniversaries, school contest wins etc.), 5 *Business/Organization Milestone* Certificates, 2 *Exemplary Service Provided to the Community* Certificates (i.e. Big Bark Falling, BC Wildfire) 2 *Centenarian* Certificates, and a number of Council/Staff term recognition certificates.

Events

The policy introduces formalized direction for District-supported events, in-kind contributions and Event Advertising Sponsorship limits and processes.

Benefits or Impact

General
- Simplifies and modernizes community support processes;
- Reduces administrative burden on non-profit organizations;
- Provides clarity, consistency, and transparency in funding decisions;
- Aligns policy with current operational practices.

Finances
There is no significant budgetary impact associated with adopting this policy, with the exception of $1,000 annually for Barriere Secondary School scholarships (two $500 scholarships), which will be incorporated into each annual budget.

It should be noted that there is no guarantee that scholarship applications will be received in a given year. It would be recommended that any unallocated scholarship funds be returned to General Surplus at year-end.

Strategic Impact
Priority #4: General Governance and Community Engagement
- ✓ Supports community organizations and local initiatives;
- ✓ Enhances transparency and accessibility of District support programs;
- ✓ Strengthens partnerships between the District and community groups.

Goal #4: a. Create a Policy that includes external opportunities for community support, including Scholarships for Grads, Volunteer of the Year, Freedom of the Municipality, etc.

Risk Assessment
Compliance: The policy aligns with the Community Charter and supports Council's authority to provide assistance to community organizations.

Risk Impact: Low

Internal Control Process:
- Annual budget allocations ensure financial oversight;
- Council retains discretion over all funding approvals;
- Clear eligibility and process requirements reduce ambiguity and risk.

Next Steps / Communication
- Upon adoption, Policy No. 59CN will be added to the Council Policy Manual;
- Policies No. 5, 6, 7, and 32 will be repealed;
- Staff will update application forms and administrative procedures to align with the new policy;
- Communication will be provided to local organizations outlining the updated process and timelines.

Attachments

- DRAFT – Policy No. 59CN – Community Support Policy
- Policies No. 5, 6, 7 and 32

Recommendations

1. **THAT Council approve Policy No. 59CN as presented.**
2. **THAT Council repeal Policy No. 5 – Council Grant-in-Aid Individual & Organizations**
3. **THAT Council repeal Policy No. 6 – Annual Conditional Grant**
4. **THAT Council repeal Policy No. 7 – Annual Un-Conditional Grant**
5. **THAT Council repeal Policy No. 32 – Partnerships with Non-Profit Organizations**

Alternative Options

1. Council may choose not to adopt the proposed policy;
2. Council may direct Staff to revise the policy and bring it back for reconsideration;
3. Council may adopt the policy with amendments.

Prepared by:
T. Buchanan, Corporate Officer

Reviewed by:
D. Drexler, CAO

DISTRICT OF BARRIERE
COUNCIL POLICY MANUAL

Approval Date: DRAFT
Amended Date: N/A

DRAFT NO: 59CN
SECTION: Finance
SUBJECT: COMMUNITY SUPPORT POLICY

Purpose

The purpose of this policy is to set guidelines for annual scholarships, community support, and other related funding.

Intent

It is Council's intent to provide in-kind and financial assistance for education, non-profit organizations and community groups, which render a service to the residents of the District of Barriere. It is anticipated that financial assistance to community groups will be part of the annual budgeting process and subject to the financial limitations of the District in a particular fiscal period.

Definitions

District: Means the District of Barriere

Staff: Means the Chief Administrative Officer (CAO) or designate.

Policy Statements

1. BSS Scholarships

a. Council will provide two scholarships of $500.00 each, annually, for two students graduating from Barriere Secondary School (BSS).

b. The student recipients must reside within the BSS catchment area.

c. The criteria for awarding the scholarships shall read as follows: $500.00 to be awarded to each of two candidates proceeding to a Technology, Public Administration, or Public Utility training.

d. Selection of the recipients will be made by the BSS Scholarship Committee.

e. Scholarship awards will be formally presented by the Mayor or Deputy Mayor.

2. Non-Monetary District Support to Organizations

a. Assistance to Grant Applications – If there is a benefit to the municipality or the community, Staff may provide advice and/or assistance for grant application. However, Staff will not complete or submit Grant applications on behalf of community groups.

b. Support Letters to Organizations and Groups – District Council authorizes Staff to provide Letters of Support on an on-going basis to organizations requesting said support to accompany their applications.

   Letters of Support must not commit the District to any staffing or financial commitments, unless previously directed by resolution of Council in compliance with budget restraints.

   Organizations requesting letters of support must do so:

   - in writing or via email
   - outlining the nature of their funding request;
   - the Community or organizational benefits if they receive the grant;
   - identify to whom the request should be addressed;
   - supply instructions to Staff on where the support letter should be sent;
   - and allow District Staff at a minimum two weeks, in advance, to provide their support letter.

3. District Support Funding Options

a. Council may determine to provide support funding at its discretion and subject to the requirements of the *Community Charter* and provided Council has an annual allocation of funds in the District's Financial Plan for some or all of the following funding components:

   i) Fees for Service Agreements

   Council may determine to provide funding to an organization contingent on a Fee for Service Agreement between the two parties. The organization entering into the agreement would be required to deliver predetermined Community services in exchange for funding.

   Community organizations requesting Fee for Service Agreements are required to make their presentations to Council on an annual basis during the District's budgeting process, by presenting their business case for the requested funding amount.

   These requests must be received prior to December 31 each year. Council will consider all applications during Council's annual budgeting process. All requests must include:

   - an outline detailing the benefits to the community that the organization provides.

- other funding sources, such as, but not limited to, the Thompson Nicola Regional District.
- any other funders that have been asked for an increase in funding, and if so, how much was the ask for, and how much was provided.
- clearly demonstrate any operating surplus for the current year and any accumulated surpluses or reserves.
- how any previous funds received from the District have been used in the past year.
- what the deliverables are for the upcoming year and what the funds from the District would be used for.
- organizations requesting operating grants (fee-for-service agreements) in excess of $10,000 (including in-kind support) will be required to provide a review of their finances at a public Council Meeting.

It is Council's prerogative to accept or reject any proposals.

Any unused funding from the District shall be carried forward into the following fiscal year and may form part of the District funding for that next fiscal year.

Fee for Service Agreements must be signed on behalf of the District by two Officers of the District as defined in the District's *Officers and Delegations of Authority Bylaw*, or one Officer and the Mayor.

ii) One-time, Annual Grant Award

Council may determine to provide funding to an organization who is not able to provide a fee for service. Funding provided via a One-time, Annual award will be limited to one annual grant up to a maximum of $500.00.

These requests must be received in writing in a format approved by the District prior to April 30 each year. Council will consider all applications in May after Council's annual budgeting process. All requests must include:

- an outline detailing the benefits to the community that the organization provides.
- other funding sources, such as, but not limited to, the Thompson Nicola Regional District.
- an annual financial summary of the organization.
- how any previous funds received from the District have been used in the past year.
- what the deliverables are for the upcoming year and what the funds from the District would be used for.

It is Council's prerogative to accept or reject any grant requests. An annual grant as outlined in this section is not available to organizations who have received funding from the District though *Fee for Service Agreements* or *Event Advertising Sponsorship* support provisions provided via this policy within a calendar year.

4. Community Event Funding

Subject to annual budget allocations, the District may provide support for Community Events through various means.

a. In-Kind Services

The Community Events funding program includes both in-kind District contributions and funds set aside for Community events and entertainment opportunities throughout the year. The allocation of funds will determine the caliber and quantities of the events for the following year.

Council will determine an annual budget amount for in-kind services which ties to departmental work plans for the year. While no money changes hands, events can incur a significant cost in the form of wages paid to employees providing District assistance for and during an event, and also by use of District equipment and supplies, such as solid waste collection, water trucks, sound system, barricades, posters, etc.

During the annual budgeting process, Staff will review with Council the previous and current year's in-kind contributions, to date, in addition to any scheduled, planned significant events for the following year, so that Council will be able to make decisions regarding the next year's in-kind funding.

The in-kind funding will support annual smaller and "anchor" events. Posting of in-kind services for these events should be clearly identified so that costs can be properly tracked and provide the foundation for budgeting purposes. "Anchor" events are identified as those which traditionally recur annually (ie: North Thompson Fall Fair, Grad Parade, Moonlight Movie, Community Christmas Dinner, etc.).

In order to protect the assets of the District that may be distributed and requested by various groups and organizations without the supervision of a District employee, a refundable deposit may be required by the District. The amount of the deposit will be determined by Staff, contingent to those assets which are lent out.

Acknowledgement of District of Barriere support at the event and within event promotion must be clearly displayed using the official District of Barriere logo.

b. District Sponsored Events and/or Activities

Council may determine during the yearly budgeting process to allocate funds towards Community events and activities. To assist in the determination of total allocated funds for the program, Staff shall review and present to Council past District funded sponsorships in addition to reviewing and discussing future events and activities in which Council may wish the District to participate.

Working with the Barriere Rec Committee in relation to events, holidays, and activities, Staff will have discretion to determine how to utilize the budgeted funds throughout the year.

c. Event Host

Outside of the Barriere Rec Committee, Not-for-Profit organizations or groups who would like to host a larger event (or festival) and require a larger amount of financial or in-kind support from the District must present their business case to Council. To do so, the following information will be required as part of the presentation:

- A written plan to demonstrate the acceptability of the event within the community.
- A financial plan for the event including donations and advertising revenues and specify the financial and in-kind expectations of the District, including any potential waiver of fees, charges or permits.
- Requests should be made at least four months prior to the event, and, if at all possible, should be made in conjunction with the District's budgeting process commencing in the fall of each year.

Any unused funding from the District shall be returned to the District.

For-profit organizations are not eligible to receive monetary or in-kind contribution from the District of Barriere.

d. Volunteer Appreciation

i) Organizations may request, in writing, a Certificate of Appreciation from the District, signed by the Mayor, to a Volunteer in recognition for volunteer services provided to the community through the organization. One request per organization, per calendar year is permitted.

At the District's discretion, Certificate of Appreciation Awards will be formally presented during a Regular Council Meeting or during a District sanctioned event. Alternatively, organizations may request that the Certificate of Appreciation be formally presented by the Mayor to the Volunteer at an event of the organization, subject to Mayor or Deputy Mayor availability.

ii) At their discretion, District staff may choose to award a Certificate and/or Letter of Appreciation from the District, signed by the Mayor, to a Volunteer serving the District of Barriere. Certificates and Letters awarded under this subsection, may only be presented informally through Staff or the Mayor.

iii) Photographs taken by District staff of the formal presentation, may be provided to the local newspaper for potential publication. Photographs may also be published by the District in Annual Reporting and on the District's website.

e. Citizen Recognition

i) Residents my request, in writing, a Recognition Certificate from the District, signed by the Mayor, to a citizen in recognition of milestone events such as (for example):

- A birthday milestone (50, 75, 100 or another special birthday number);
- Retirement after 20 or more years of service;
- An athletic, artistic, career or academic accomplishment;
- A 25th or later wedding anniversary;

At the District's discretion, Recognition Certificates will be formally presented during a Regular Council Meeting or otherwise delivered to the person(s) making the request or awarded citizen.

ii) At the District's discretion, Council may choose to award a Recognition Certificate to a citizen, business or organization who/that has made a significant contribution to the community.

At the District's discretion, Recognition Certificates will be formally presented during a Regular Council Meeting or at a District sanctioned event.

iii) Photographs taken by District staff of any formal presentation, may be provided to the local newspaper for potential publication. Photographs may also be published by the District in Annual Report and on the District's website.

f. Canada Day, Family Fun Night, Music & Movies in the Park, Summer Block Party, etc. (District Sponsored Events)

The District, through the Rec Committee, is the primary sponsor of Canada Day, Family Fun Night, Music & Movie in the Park, and Summer Block Party activities. To host these events at the approved budget levels, Staff may utilize external resources such as, but not limited to, the North Thompson Activity Centre Society, the Barriere and Area Chamber of Commerce, Community Futures, other benefactors, and/or contractors to deliver the event.

g. Event Advertising Sponsorship

Staff may support external events through advertising via annual budgetary amount set by Council for such support. Examples include, but are not limited to, event and program booklets, banners, social media advertising, and newspaper support for Community events.

Maximum advertising sponsorship expense for each individual event must not exceed $500.00 without authorization through separate resolution of Council.

Once the annual budgetary amount is depleted, no additional applications for advertising sponsorship shall be considered until the next calendar year.

5. Flow-Through Support for Non-Profit Organizations

i) Non-profit organizations (NPO) may request assistance in acquiring grant funding from various organizations that require donees to either be a registered charitable society or have an established, structured arrangement with a registered charity as defined by Canada Revenue Agency. Requests up to $25,000 may be approved by Staff in consultation with the Chief Financial Officer, while requests over $25,000 must be approved first by Council.

- The District's Finance Officer, CAO or Corporate Officer (or their Deputies) are, upon written request from a NPO for assistance in acquiring grant funding as a donee, authorized to enter into a Partnership Agreement with the NPO in a format approved by Staff.
- The structured Partnership Agreement requires that the donee complete all required provisions such as reporting under the grant funding requirements of the donating organization.
- The District also requires copies of all reports, invoices and payments for record purposes.

ii) Tax Receipts for Donations

By written request, and subject to Council approval, donations received by private individuals and/or businesses to an NPO under a structured Partnership Agreement with the District, may receive a tax receipt for cash or in-kind donations exceeding $500.00. Only one tax receipt will be provided to a donee per calendar year.

6. Additional Requirements

a. Programs, activities, and events must not offer direct financial assistance to businesses, individuals or families.

b. As part of any District's contribution, financial or in-kind, requires recognition using the District's branding as a supporter of the event or program.

NO: 5
SECTION: FINANCE
SUBJECT: GRANTS IN AID: ORGANIZATIONS/INDIVIDUAL

The District of Barriere provides Grant-in-Aid funding in order to assist non-profit societies/organizations that provide a community benefit. Funding is not guaranteed from year to year to encourage organization to work toward financial independence.

A Grant-in-Aid may also be given to a group or individual that will be representing the community at a provincial or national level event.

Each year, as part of the budget process, Council will establish a maximum amount for Grant-in-Aid funding for the year's budget. No single Grant-in-Aid will exceed the amount of $500 (five hundred dollars). No single Grant-in-Aid will exceed 25% of the proposed budget for the event.

Applications will be considered by Council at an In-Camera meeting each month. On or before the first Monday of each month, applications will be accepted for Grant-in-Aid funding. Applications arriving after the first Monday will not be considered by Council until the next month's In-Camera meeting. Applications will be considered from non-profit societies and organizations as well as individuals.

The attached application form is to be used and accompanied by the required additional documentation listed below:

- Latest financial statement
- Budget summary
- Project budget
- Annual report (if available)

Incomplete applications will not be accepted and will be returned to the applicant. All complete applications meeting the specified criteria will be reviewed by Council.

Staff will prepare a summary report for each of the applications received, confirming eligibility requirements. This report will be attached to the applications and the applications sorted according to the categories listed below. Staff will prepare a report, category by category, listing the society/organization name and the amount applied for.

Grant-In-Aid Categories are:

- Arts and Culture
- Sports and Recreation
- Museums and Heritage

- Social, Educational, Environmental and Other

Preferences given to the following:

- Requests from an individual or group/team that has earned the right to represent Barriere at a provincial or national competition;
- Requests for one time only start up costs for new programs;
- Requests for one time events that have a benefit to the community;
- Requests that show initiative to work toward financial independence;
- Requests for operating costs for societies/organizations without the ability to become self supporting;
- Requests from societies/organizations showing a significant benefit to the community (as per the following criteria):
- Societies/organizations that promote volunteer participation and citizens involvement;
- Societies/organizations that use new approaches and techniques in the solution of the community needs;
- Societies/organizations whose activities/programs are accessible to a large portion of the community's residents;
- Societies/organizations that exercise co-ordination, co-operation and collaboration with other groups to prevent duplication of projects, programs, services or events.

Applicants will be notified in writing as to whether or not their request has been successful and, if successful, the amount they will receive.

All successful applicants must notify the District in writing, once the grant monies have been spent, and provide details on how the money was used.
The District of Barriere will be jointly responsible for updating and recommending changes and additions to the Policy for Council's input and approval. The District of Barriere will process the application and monitor activities of the Proponent.

Applications are available at the District of Barriere Municipal Office. All applications will be reviewed by the District of Barriere and referred to the Council for review and approvals.

Distribution:	- Copies included in the Policy Manuals at the Municipal Hall. - Mayor and Council Members. - Appropriate Committees.

DISTRICT OF BARRIERE
Grant Application – Organizations

Organization Official Name:_____

Mailing Address:_____

_____

Phone: _____ Fax: _____ Email: _____

Contact Person: _____ Title: _____

Briefly describe your organizations purpose:

Briefly describe how the requested grant money will be used:

What amount of Grant-in-Aid is being requested? $ _____
(Maximum $500 per application)

Total organization operating budget for current year $ _____

Total budget for project the grant is being applied for $ _____

Did you receive a Grant-in-Aid last year Yes _____ No _____

If **yes**, what was the amount of the grant? $ _____

Attachments: Please provide the following to your application (if available):

Financial Statement, Current Year Budget, Project Budget

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, or by fax to 250-672-9708. Applications must be received by the first Monday of the month to be considered in that month.

INTERNAL OFFICE USE: Approved Amount Approved: _____
Denied

DISTRICT OF BARRIERE
Grant Application – Individual

Name:_____

Mailing Address:_____

_____

Phone: _____ Fax: _____ Email: _____

Contact Person: _____ Title: _____

Briefly describe how the requested grant money will be used:

What amount of Grant-in-Aid is being requested? $ _____

Total anticipated expenses $ _____

Did you receive a Grant-in-Aid last year Yes _____ No _____

If **yes**, what was the amount of the grant? $ _____

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, or by fax to 250-672-9708. Applications must be received by the first Monday of the month to be considered in that month.

INTERNAL OFFICE USE: Approved Amount Approved: _____
Denied

DISTRICT OF BARRIERE
COUNCIL POLICY MANUAL

Approval Date: March 3, 2008

NO: 6
SECTION: FINANCE
SUBJECT: ANNUAL CONDITIONAL GRANT POLICY

The District of Barriere provides Annual Conditional Grant funding in order to assist non-profit societies/organizations that provide a community benefit. Funding is guaranteed from year to year to provide organizations with consistency for budgeting purposes. Funding is conditional in that it is provided for a particular purpose. If an organization receives an Annual Conditional Grant they will not be eligible for a grant in aid under any other Grant Policy.

A funding agreement will be signed by a person authorized by the organization and the District of Barriere which will detail the extent and the purpose of the grant. Annual Conditional Grant agreements will be renewable based on the terms of the signed agreement.

Any organization that wishes to apply to receive an Annual Conditional Grant must do so before September 30th of each year proceeding the first year of the grant. Council will consider Annual Conditional Grant applications during the normal budget process.

Annual grants will automatically become part of the Financial Plan as long as a valid agreement is in place.

The District of Barriere will be jointly responsible for updating and recommending changes and additions to the Policy for Council's input and approval. The District of Barriere will process the applications and monitor activities of the Proponent.

Applications are available at the District of Barriere Municipal Office. All applications will be reviewed by the District of Barriere and referred to Council for review and approvals.

Distribution:	-Copies included in the Policy Manuals at the Municipal Hall -Mayor and Council Members

DISTRICT OF BARRIERE
COUNCIL POLICY MANUAL

Approval Date: December 17, 2007

NO: 7
SECTION: FINANCE
SUBJECT: ANNUAL UNCONDITIONAL GRANT POLICY

The District of Barriere provides Annual Unconditional Grant funding in order to assist non-profit societies/organizations that provide a community benefit. Funding may be used for whatever purpose the receiving organization wishes to use it for. Funding is guaranteed from year to year to provide organizations with consistency for budgeting purposes. If an organization receives an Annual Unconditional Grant they will not be eligible for a grant in aid under another Grant Policy.

A funding agreement will be signed by a person authorized by the organization and the District of Barriere which will detail the extent and the purpose of the grant. Annual Unconditional Grant agreements will be renewable every five years.

Any organization that wishes to apply to receive an Annual Unconditional Grant must do so before September 30th of the year proceeding the first year of the grant. Council will consider Annual Unconditional Grant applications during the normal budget process.

Annual Grants will automatically become part of the Financial Plan as long as a valid agreement is in place.

The District of Barriere will be jointly responsible for updating and recommending changes and additions to the Policy for Council's input and approval. The District of Barriere will process the applications and monitor activities of the Proponent.

Applications are available at the District of Barriere Municipal Office. All applications will be reviewed by the District of Barriere and referred to Council for review and approvals.

Distribution:	-Copies included in the Policy Manuals at the Municipal Hall -Mayor and Council Members.

DISTRICT OF BARRIERE

COUNCIL POLICY MANUAL

Approval Date: December 7, 2015

NO: 32
DEPARTMENT: FINANCE
SUBJECT: PARTNERSHIPS WITH NON-PROFIT ORGANIZATIONS

1.0 Purpose

- The purpose of this policy is to provide an opportunity for non-profit organizations to request assistance in acquiring grant funding from various organizations that require donees to either be a registered charitable society or have an established, structured arrangement with a registered charity as defined by Canada Revenue Agency.

2.0 Definitions

- **District** means District of Barriere
- **Donee** means the non-profit organization requesting assistance from the District in order to obtain grant funding.
- A non-profit organization (**NPO**) is a club, society, or association that's organized and operated solely for:
  - social welfare
  - civic improvement
  - pleasure or recreation
  - any other purpose except profit

3.0 Policy

- The District's Finance Officer, CAO or Corporate Officer (or his/her Deputies) are, upon written request from a NPO for assistance in acquiring grant funding as a donee, authorized to enter into a Partnership Agreement with the NPO.
- The structured Partnership Agreement requires that the donee complete all required provisions such as reporting under the grant funding requirements of the donating organization.
- The District also requires copies of all reports, invoices and payments for record purposes.

District of Barriere

REPORT TO COUNCIL
Request for Decision

Date: April 20, 2026	**File:** 530.20/Rpts
To: Council	**From:** Corporate
Re: DRAFT Park and Public Spaces Access Bylaw No. 247	
Recommendation: THAT Council give 1st, 2nd and 3rd readings to Park and Public Spaces Access Bylaw No. 247.	

Purpose

For Council to consider giving first three readings to the Draft Park and Public Spaces Access Bylaw No. 247.

Background

The District's current Parks Regulation Bylaw No. 42 from 2009 is outdated and limited in scope, and does not reflect current use patterns, enforcement practices, or emerging considerations in the use of parks and public spaces. The existing bylaw primarily addresses general conduct such as damage, littering, alcohol use, and park hours but does not include provisions related to modern park usage including public space access, temporary sheltering, event management, or newer forms of transportation.

In 2024, Council considered matters related to temporary sheltering within the community, including the presence of unhoused individuals within public spaces. Steps that were taken by Council included adoptions to Policy No. 51BE – Abandoned Property and Shelters and Policy No. 52BE – Bylaw Enforcement.

Draft Bylaw No. 247 has been developed as the next step in this process, incorporating temporary sheltering provisions into a formal regulatory framework while also modernizing regulations, improving clarity, and aligning current operational practices with and community expectations.

Summary

Draft Bylaw No. 247 updates regulations for the use of parks and public spaces and includes key improvements from Bylaw No. 42 including:

- Updated definitions and terminology
- Regulations respecting park hours and permitted uses
- Provisions addressing temporary sheltering in alignment with current legislative requirements
- Updated enforcement provisions and officer authority
- Clarified rules respecting animals, fires, damage and general conduct
- Updated event approval processes and authority

Additional Consideration:
The definition of “Motorized Vehicle” has been revised to include e-bikes and e-scooters as these devices are becoming more common in communities. As a result, they would not be permitted within parks and public spaces except where motorized vehicles are otherwise allowed.

Staff are recommending this approach to maintain consistency with existing restrictions on motorized vehicles and to support pedestrian safety within parks and high-use public areas.

Should Council wish to provide further direction, amendments to the bylaw can be brought forward before providing 3rd reading.

Benefits or Impact

General
Provides clear, modern regulations for the use of parks and public spaces while improving enforceability and consistency.

Finances
N/A

Strategic Impact
Priority #4: General Governance and Community Engagement
Goal 2. – Bylaws and legislated reports are complete
The Results We Want to See:

f. Parks Bylaw is updated and presented to Council for consideration by end of September 2026.

Risk Assessment
Compliance:
The bylaw aligns with current legislative requirements and enforcement practices.

Risk Impact:
Low.

Internal Control Process:

Next Steps / Communication

- Should Council give first three readings to the attached Bylaw, the draft will be placed on the following Council Meeting agenda for adoption.

Attachments

- **DRAFT Park and Public Spaces Access Bylaw No. 247**

Recommendation

THAT Council give 1st, 2nd and 3rd readings to Park and Public Spaces Access Bylaw No. 247.

Alternative Options

1. Council could choose not to adopt the draft bylaw at this time.
2. Council could choose to amend the draft bylaw prior to providing 3rd reading.

Prepared by:
J. Mosdell, Deputy Corporate Officer

Reviewed by:
D. Drexler, CAO

DISTRICT OF BARRIERE

DRAFT - PARK AND PUBLIC SPACES ACCESS BYLAW NO. 247

A BYLAW TO REGULATE THE USE OF PARKS AND PUBLIC SPACES

The Municipal Council of the Corporation of the District of Barriere, in open meeting lawfully assembled, **ENACTS** as follows:

Citation & Repeal

1. This bylaw may be cited as **"*Park and Public Spaces Access Bylaw No. 247*".**

   1.1 "*District of Barriere Parks Regulation Bylaw No. 42, 2009*" and its amendments thereto are hereby repealed.

Definitions

2. In this bylaw, unless the context otherwise requires:

   2.1 **"At Large"** means any animal in a Park or Public Space and not securely leashed and under control of the Owner;

   2.2 **"Bylaw Enforcement Officer"** means every person(s) designated by the District of Barriere as a Bylaw Enforcement Officer for the District or otherwise authorized under the *Offence Act,* and every Peace Officer;

   2.3 **"Bylaw Notice Enforcement Bylaw"** means the *District of Barriere Bylaw Notice Enforcement Bylaw* No. 95 as amended or replaced from time to time;

   2.4 **"Council"** means the Council of the District of Barriere;

   2.5 **"District"** means the District of Barriere;

   2.6 **"Dog Park"** means any designated Park space within which dogs are permitted to run at large subject to the restrictions established in this bylaw;

   2.7 **"Firearm"** means a barreled weapon of any description from which any shot, bullet or other missile can be discharged. It includes any prohibited weapon, whether a lethal weapon or not.

   2.8 **"Highway"** includes a street, road, lane, bridge, viaduct and any other way open for the use of the public but does not include a private right-of-way on private property;

   2.9 **"Motorized Vehicle"** means any type of vehicle capable of propulsion by an internal combustion or electric motor including e-bikes and e-scooters, but excluding wheelchairs and scooters used as a mobility aid for the disabled, and peddle-assist bicycles.

2.10 **"Municipality"** means the area within the District of Barriere boundaries;

2.11 **"Owner",** in respect of any animal, means a person who keeps, harbours, or has temporary or permanent possession of an animal;

2.12 **"Park"** means any real property owned or subject to a right of occupation by the District for the purposes of pleasure, recreation, or community uses of the public, including all dedicated public parks, Municipal Hall grounds, or other lands used for public parks, or any playground, sports court or field, spray park, public square, or cemetery within the corporate limits of the District of Barriere;

2.13 **"Peace Officer"** shall have the same meaning as in the *Interpretation Act;*

2.14 **"Person(s)"** includes any company, corporation, owner, partnership, firm, association, society or party;

2.15 **"Property"** means land, with or without improvements, so affixed to the land as to make them in fact and in law, a part of it;

2.16 **"Public Space"** means any real property or portions of real property owned or leased by the District to which the public is ordinarily invited or permitted to be in or on, and includes, but is not necessarily limited to, the grounds of public facilities or buildings, riverbanks, and public parking lots;

2.17 **"Temporary Shelter"** means a temporary structure that is made up of any material(s) used to protect a person from inclement weather or something harmful. These materials may include but are not limited to tents, tarps, building materials, organic material, cardboard and un-insured vehicles.

2.18 **"Trail"** means any pathway or trail and all improvements, including all public sections of the Barriere and North Thompson rivers, within the corporate limits of the District of Barriere but does not include the travelled portion of a Highway;

2.19 **"Unhoused person"** means a Person who has neither a fixed address or a predictable residence to return to on a daily basis;

2.20 **"Vehicle"** means all conveyances for the carriage or transport of persons, passengers, goods, or materials whether self-propelled or drawn or pulled by animals or any mechanical, muscular device, or other motive power whatsoever, and shall include but not limited to Motorized Vehicles, trailers, skateboards, long-boards, bicycles, and tricycles.

Regulations

3. A person shall not enter or be upon or within any Park between the hours of 10:00 p.m. and 6:00 a.m. except where there is a special event, concert, or fireworks exhibition held with valid permission from the District of Barriere.

3.1 Notwithstanding Section 3, where there is no accessible shelter accommodation available in the District or in reasonable proximity thereto, an Unhoused Person may, without prior written permission of the District, reside in a Park, including erecting and occupying a Temporary Shelter, except in designated Parks listed in Schedule "A" of this bylaw, between the hours of 7:00pm on one day and 9:00am of the following day, provided that the Unhoused Person:

3.2 does not erect the Temporary Shelter until after 7:00pm on one day;

3.3 takes down and removes the Temporary Shelter from the Park prior to 9:00am on the following day;

3.4 complies with other provisions of this bylaw;

3.5 does not reside or erect the Temporary Shelter in, on, under, or within:

3.5.1 playgrounds, spray parks, or pools;
3.5.2 skateboard parks, tennis courts, or other sports courts;
3.5.3 sports fields, stadiums, or dugouts;
3.5.4 stages or bleachers;
3.5.5 washroom facilities, picnic shelters, or gazebos;
3.5.6 cemeteries;
3.5.7 pathways or bridges;
3.5.8 Trails, Highways, sidewalks, or parking areas;
3.5.9 all other Public Improvements.

3.6 A Temporary Shelter found to be placed, secured, erected, used or maintained between the hours of 9:00 am and 7:00 pm on any Public Space or Park within the District shall be unlawful and subject to enforcement and removal, including any possessions, wastes and other incidental materials.

3.7 Temporary Shelters found in any areas described in Section 3.5 shall be subject to immediate removal.

4. A person shall not carry or discharge any Firearms, bow, crossbow, sling-shot, boomerang, or other weapon of any description within a Park, school ground, or other Public Space under the jurisdiction of the District of Barriere.

5. A person shall not take away any gravel, sand, or earth from any part of any Park.

6. A person shall not throw, deposit, drop, leave or dump any garbage, glass, bottles, cans, litter, ashes, cigarette or cigar butts, refuse, trash, rubbish, or other materials, in any Park, Public Space, or waters adjacent thereto.

7. A person shall not light any fire on or within any Park or Public Space within the Municipality, except with express consent from Council or its designated representative.

8. A person shall not be on the roof of any building in any Park or Public Space unless that person is an employee or agent of the District of Barriere carrying out his or her regular duties.

9. A person shall not be in any building, recreation court, or other enclosure, structure, or facility in any Park except during the hours the said building or facility is authorized to be used or to be open by the Council.

10. A person shall not break, injure or damage the locks, gates, bolts, fences, seats, benches, buildings, structures, or other property placed in Public Spaces, on boulevards, or in Parks.

11. A person shall not willfully destroy, mutilate, efface, deface, or remove any sign posted within a Park or Public Space under this or any other bylaw.

12. A person shall not climb, debark, break, peel, cut, deface, remove, injure, root up, dig or otherwise destroy or damage any tree, box, stake, or guard placed around any tree for the protection of the same, shrubs, flowers, roots, sod or grass planted and/or growing on boulevards, or in Parks or Public Spaces.

13. A person shall not play or practice the game of golf or similar games played with golf clubs and balls in any park, excluding putting games.

14. A person shall not cause, allow, or permit pets or other animals to be At Large on any Park, or Public Space within the Municipality.

    14.1 A person shall be permitted to allow a dog to be At Large in a Park or Public Space, or portion of a Park or Public Space, which has been designated as a Dog Park.

    14.2 An Owner must abide by all on-site posted rules and regulations of a designated Dog Park in order to lawfully use the Dog Park.

    14.3 An Owner must immediately remove and dispose of, in a sanitary manner, feces left by pets or animals in a Park or Public Space, or on a Trail.

15. A person shall not ride or drive any horse, in, upon, or through any Park, except during a special event and expressly permitted in writing by the District of Barriere.

    15.1 Horses shall be permitted on highway boulevards within the corporate limits of the District, with the provision that the Owner of such animal shall comply with section 14.3

16. A person shall not ride or drive any Motorized Vehicle or other mode of conveyance, except for conveyances for the handicapped, outside of designated access roads, lanes, parking lots, or within paved designated Parks or Trails, unless for an approved event.

    16.1 Self-propelled vehicles limited to bicycles, trailers pulled by bicycles, roller blades and skateboards shall be permitted provided they are used on designated pathways, are operated in a safe manner, and within any posted speed limits.

17. A person shall not possess or consume alcohol in a Park or Public Space except as permitted under the District of Barriere's applicable Beer Garden Policy, as amended or replaced from time to time.

Events

18. The Chief Administrative Officer (CAO) or designate is authorized to approve extensions to park hours and noise regulations for permitted events up to 11:00pm.

19. Any request for event-related extensions to park hours or noise regulations beyond 11:00pm must be referred to Council for consideration and approval by resolution.

20. Council may, by resolution, reconsider or vary an application with respect to a specific permitted event, including but not limited to park hours and permitted noise levels.

    20.1 If any other bylaw contradicts the noise extensions, this bylaw shall prevail.

Offences and Penalties

21. A person who contravenes any of the provisions of this Bylaw shall be subject to a fine as described in the current Bylaw Notice Enforcement Bylaw No. 95 as amended.

    21.1 Where a Bylaw Enforcement Officer or any other Officer of the District has reasonable grounds to believe that a person, while in a Park or Public Space, is in contravention of any provision of this bylaw, the Bylaw Enforcement Officer may:

        21.1.1 Direct the person to comply with the bylaw; or

        21.1.2 Direct the person to leave the Park or Public Space.

    21.2 A person who is directed to leave the Park or Public Space shall immediately leave the Park or Public Space and refrain from re-entering for a period of 24 hours or until 7pm the following day whichever is longer.

Exceptions

22. This bylaw shall not apply to officers or employees of the District of Barriere or any emergency services while exercising their duties.

23. The Chief Administrative Officer or designate may at any time permit exceptions to any provision of this bylaw.

    23.1 Community Associations/Groups or members of the public may appeal the decision made under Section 20 of this Bylaw by making application to the Council for relaxation of the rules and regulations as listed in this bylaw for a specific special event subject to the District of Barriere's Council Procedure Bylaw No. 251 as amended from time to time.

General

24. Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

25. If any portion of this bylaw is for any reason held to be invalid by a Court of competent jurisdiction, the invalid portion shall be severed without affecting the remainder of the bylaw.

READ A FIRST TIME this	day of	, 2026
READ A SECOND TIME this	day of	, 2026
READ A THIRD TIME this	day of	, 2026
ADOPTED this	**day of**	**, 2026**

_____ _____

Mayor Corporate Officer

SCHEDULE "A"

Parks where Temporary Shelters are Prohibited

1. Fadear Park
2. Community Park
3. Bradford Park
4. Oriole Park
5. Barriere Cemetery
6. Community Garden
7. Open Space along Airfield Road
8. Infrastructure Properties (including but not limited to: Spruce Cres. Wells, Birch Ln. Shallow Well, Siska, Riverwalk and SAWRC Wastewater Plants, Septage Receiving)
9. Municipally-owned real property along Barriere Town Road
10. Trails, parks, easements and boulevards

District of Barriere

REPORT TO COUNCIL
Request for Decision

Date: April 20, 2026	**File:** 530.20/Rpts
To: Council	**From:** Chief Administrative Officer
Re: 2026 Tax Rates Bylaw No. 276	
Recommendation: THAT Council gives first three readings to the 2026 Tax Rates Bylaw No. 276	

Purpose

To consider giving first three readings to the 2026 Tax Rates Bylaw No. 276.

Background

Section 197 of the Community Charter requires the District to adopt an annual property value tax bylaw to establish the tax rates for the collection of municipal revenue as provided in the Financial Plan, as well as the amounts to be collected on behalf of other local governments or public bodies.

The 2026 annual tax rates bylaw must be adopted on or before May 14, 2026.

The amount of 2026 property tax revenue included in the Five Year Financial Plan is $1,386,272, an increase of $232,000 (20%) over 2025. As previously outlined to Council and the community, this increase includes the following changes:

1. $70,000 is due to the Streetlighting change from Utility Billing. The average residential property will see an increase of roughly $56 on municipal taxation while seeing a reduction of roughly $69 on utility bills.
2. $41,000 additional revenue from Utility Class 2. This does not impact other taxation classes such as residential or commercial properties.
3. $3,500 additional revenue from Major Industry Class 4, no impact to residential, commercial, or small industry properties.

As such, the actual taxation change amount impacting all taxation classes is closer to $117,500, or roughly 9% of additional revenue from taxation.

BC Assessment Changes
The District's residential assessments have increased approximately $3.614 million from 2025 due to non-market change, while commercial assessments have decreased about $263,000; so overall a positive non-market change of $3.351 Million.

Positive non-market change is generally attributable to new construction and building additions or major renovations. The amount of taxation revenue gained due to the non-market change in 2026 is approximately $10,000.

There has been a 1.29% increase in the market change of residential properties since last year, and 0.8-4.4% increases for the utilities, business, and light industrial classes. Major industry saw no change in assessment value.

Collectively, with all the market and non-market change (new development), actual increases for residential properties may be closer to 7.2 - 7.5%; however, individual amounts will vary as they are based on BC Assessment determined property values.

As part of the budget process since January 2026, Council has reviewed the budget and corresponding revenue and taxation models on various occasions, including at a Special Meeting held on February 9, 2026. Council subsequently adopted the Financial Plan Bylaw on March 9, 2026, along with an amendment to the Fees and Charges Bylaw establishing a portion of the revenue to balance the Financial Plan.

Now that BC Assessment has provided their Review Roll assessment values (which saw an increase of roughly $300,000 compared to the January 2026 data), and the Thompson Nicola Regional District (TNRD) and the Thompson Regional Hospital District have provided their requisition amounts, Council is now able to finalize the Tax Rates Bylaw to close of the Budget 2026 journey.

The below table shows the tax rates changes from 2025 (inclusive of the Streetlighting changes discussed above, but without a change to the 2026 increase) to 2026 based on the overall taxation amount.

Proposed Property Tax Rates				
	2025*	**2026**	**2025-2026 Change**	**% Change**
Residential	2.5593	2.7427	0.1834	7.17%
Utilities	8.4803	40.0000	31.5197	371.68%
Major Industry	8.9831	10.7512	1.7681	19.68%
Light Industry	8.9831	9.6267	0.6437	7.17%
Business And Other	6.2702	6.7195	0.4493	7.17%
Rec/Non Profit	2.5593	2.7427	0.1834	7.17%
Farm	2.5593	2.7427	0.1834	7.17%

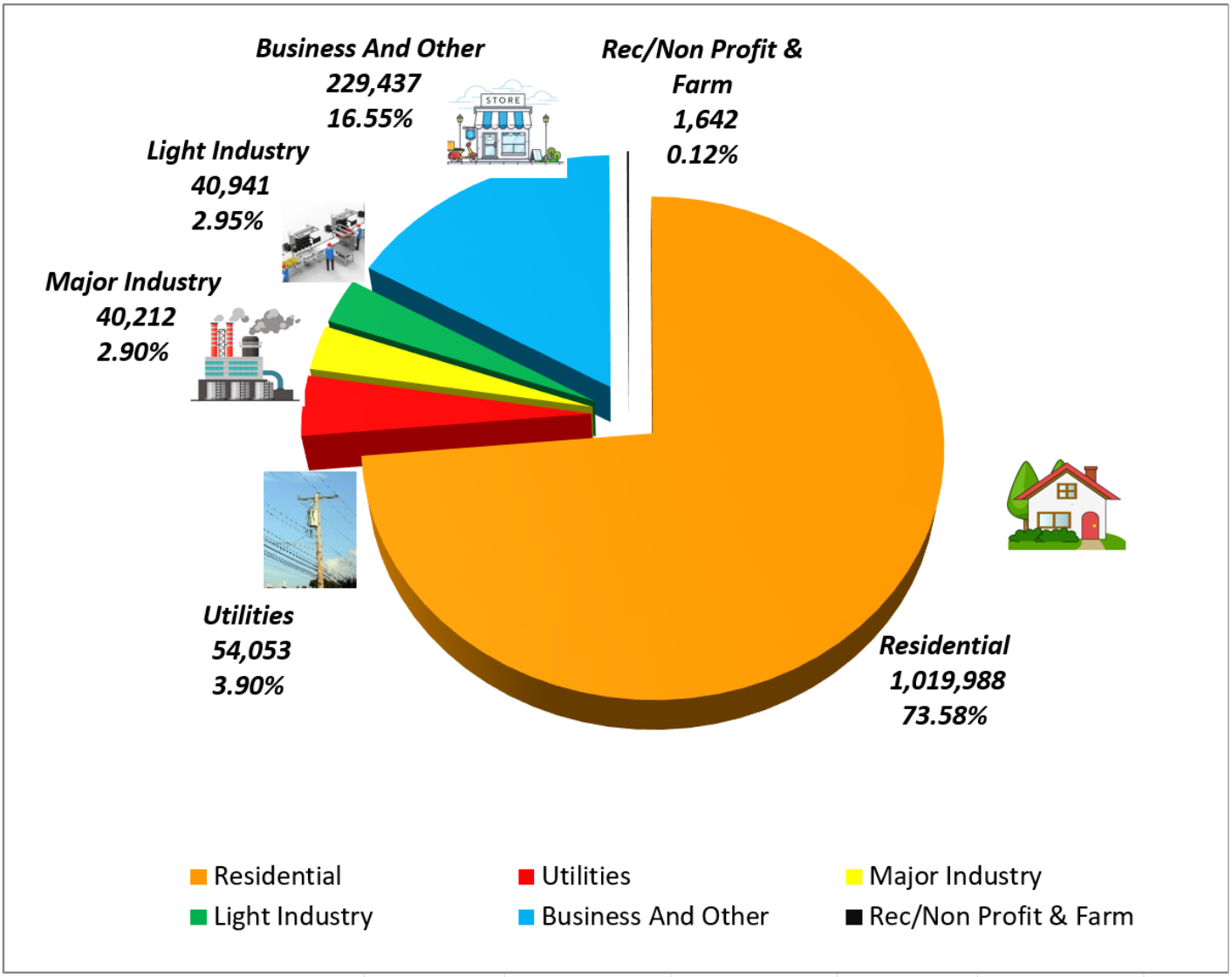
***2025 Tax Rates include Streetlighting Changes**

Taxation Burden
In previous years, the tax rates were calculated with the same Multiples structure which largely ensured that any allocation change between the Classes would purely be due to any changes in that assessment class by BC Assessment. For 2026 however, the 2026 tax rates included in Schedule A of the bylaw (Attachment 1) received some changes to include the additional $41,000 for the Utilities Class to a maximum of a Tax Rate of 40.00 and Council determined to distribute an additional $3,500 of taxation to the Major Industry Class.

These changes effectively shifted the overall Tax Burden in the following manner:

1. Residential: Reduced by roughly 2.5% to 73.58%
2. Utilities: Increased by roughly 2.9% to 3.90%
3. Major Industry: Remains at roughly 2.90%
4. Small Industry: Remains at roughly 2.95%
5. Business: Reduced slightly by 0.45% to 16.55%
6. Farm, Recreation, and Non-Profit remain at 0.1%

Below is a pie chart graph showing the Tax Burden allocation for 2026 across the various Classes:



Supporting data for the tax rate calculation is provided here:

Class	Folio Count	Net Taxable Value	Tax Rate	Multiples	Tax Revenue	% Of Burden
1 - Residential	989	371,897,200	2.74266	1.00	$1,019,988	73.58%
2 - Utilities	14	1,351,335	40.00000	14.58	$54,053	3.90%
3 – Supportive Housing	0	0	2.74266	1.00	$0	0.00%
4 – Major Industry	3	3,740,200	10.75123	3.92	$40,212	2.90%
5 – Light Industry	4	4,252,800	9.62674	3.51	$40,941	2.95%
6 – Business	110	34,144,800	6.71952	2.45	$229,437	16.55%
7 – Managed Forest	0	0	8.25541	3.01	$0	0.00%
8 – Rec/Non-Profit	18	522,800	2.74266	1.00	$1,434	0.10%
9 – Farm	12	75,808	2.74266	1.00	$208	0.01%
		415,984,943			$1,386,272	100.00%

Taxation Impacts

According to current BC Assessment data, the typical assessed value of a single-family residential property in Barriere has increased approximately 1.5%, from $401,000 in 2025 to $407,000 in 2026.

The table below shows the impact of the new proposed municipal rate on an average property using these values. Of note, per $100,000 of assessed residential value the change is approximately $22.11, while the average residential property would see a monthly increase of roughly $7.50 (or roughly $90 per year).

Municipal Taxes on a Typical Residential Property		
	2025*	**2026**
Assessed Value	$401,000	$407,000
Municipal Tax Rate	2.5593	2.7427
Municipal Taxes	$1,026.27	$1,116.26
Total Municipal Taxes	**$1,026.27**	**$1,116.26**
Change from 2025 -> $89.99 ($7.50 per month)		
Change Per $100,000 Assessed Value		**$22.11**
***2025 Tax Rates include Streetlighting Changes**		

Current calculations indicate that of the 949 taxable residential folios, 610 (64%) will see a reduction or minimal increase of less than $100 in municipal taxes (with an average of $48 increase) while 21 of 73 (29%) commercial properties will see a minimal increase of less than $100 in municipal taxes (average $56) in addition to the Streetlighting changes.

	Residential			Commercial		
	# Folios	Taxes	Average Increase/ Decrease	# Folios	Taxes	Average Increase/ Decrease
Decrease in taxes	33	($928)	($28)	3	($3,295)	($1,098)
Increase <$100	577	$27,758	$48	21	$1,179	$56
Increase $100-$500	328	$56,353	$172	38	$8,937	$235
Increase $500-$1000	7	$4,277	$611	10	$6,251	$625
Increase >$1000	4	$7,013	$1,753	1	$2,568	$2,568
	949	$94,472	$100	73	$15,640	$214

TNRD and Hospital District Property Taxation
The tax rates for the regional and hospital districts are determined by the amount levied by those authorities and are based on legislated provincial class multiples. The requisition for the Regional District has increased by 5.3%, from $352,928 in 2025 to $371,468 this year. The Hospital District requisition has increased by 4.9%, from $145,282 to $152,296. Copies of the Regional District and Hospital District requisition are attached to this report.

Summary
The Tax Rates Bylaw No. 276 is presented for first three readings and includes the rates necessary to meet our obligations to the Regional District and the Hospital board, and also the rates needed to meet the District's needs as set out in the Financial Plan Bylaw.

Benefits or Impact

General
Adoption of an annual property Tax Rates Bylaw on or before May 14 is a requirement of the Community Charter. The Five-Year Financial Plan determines the amount of revenue to be raised by property value taxes and used in the calculation of tax rates.

The policies regarding property taxation are included in the annual financial plan, and the intent is to update Asset Management related policies over the next few years which would subsequently be included as well. The following statements are examples of those policies related to setting tax rates:

- Conduct periodic reviews of taxes paid by individual classes.
- Consider tax shifts or redistributions only where a full comprehensive analysis and impact is undertaken.
- Where a tax shift is required, consider a gradual phase-in to allow the properties in the class to adjust their budgets accordingly.

- In establishing property tax rates, take into consideration:
    - The amount of property taxes levied as compared to other municipalities.
    - The property class conversion ratio as compared to other municipalities.
    - The tax share borne by each property class.
    - The tax ratios of each property classification.

Finances
The amount of revenue proposed to be collected through property taxation for 2026 is $1,386,272.

Strategic Impact
Property taxation is one of the main sources of revenue for the municipality, without which the District could not operate. The Tax Rates Bylaw provides the authority for the District to collect its annual municipal taxes as well as those of other taxing authorities.

Risk Assessment
Compliance: Section 197 of the Community Charter requires the District to adopt an annual tax rates bylaw on or before May 14.

Risk Impact: Low, if the annual tax rates bylaw is adopted on May 4 as planned.

Internal Control Process:
Test calculations, which will include all taxing authorities (municipal, regional hospital, regional district, school, police, BC Assessment, etc.), will be performed prior to issuance of the tax notices in May.

Next Steps / Communication
A copy of the bylaw will be provided to the Ministry of Municipal Affairs prior to May 15th, as required.

Attachments

1. Bylaw 276 – 2026 Taxes Rates Bylaw - Draft
2. Thompson Nicola Regional District Requisition and Thompson Regional Hospital District Requisitions for 2026
3. Budget Brochure v3 (still requires School and Police Requisition amounts before the final version will be created)

Recommendation

THAT Council gives first three readings to the 2026 Tax Rates Bylaw No. 276

Alternative Options

1. Staff is not recommending any other options, as adoption of the tax rates bylaw is required on or before May 14th, 2026.

Prepared by:
D. Drexler, Chief Administrative Officer

BYLAW NO. 276

2026 PROPERTY TAX RATES BYLAW

DISTRICT OF BARRIERE

A bylaw to impose rates on all taxable land and improvements for the year ending December 31, 2026.

NOW THEREFORE the Council of the District of Barriere, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as **"*2026 Property Tax Rates Bylaw No. 276*".**

2. The following rates are hereby imposed and levied for the year 2026:

   a) For general purposes of the municipality on the value of land and improvements taxable for general municipal purposes, rates appearing in the column "A" titled "General Municipal" of Schedule "A" attached to and forming part of this Bylaw.

   b) For hospital purposes on the value of land and improvements taxable for hospital purposes, rates appearing in the column "B" titled "Regional Hospital" of Schedule "A" attached to and forming part of this Bylaw.

   c) For Regional District purposes on the value of land and improvements taxable for hospital purposes, rates appearing in the column "C" titled "Regional District" of Schedule "A" attached to and forming part of this Bylaw.

3. The minimum amount of taxation upon a parcel of real property shall be One Dollar ($1.00).

4. This Bylaw repeals "*2025 Property Tax Rates Bylaw No. 255*".

Read a first, second, and third time by the Municipal Council this ____ day of _____, 2026.

Adopted this ____ day of _____, 2026.

_____	_____
Rob Kerslake, Mayor	Tasha Buchanan, Corporate Officer

Schedule "A"
District of Barriere 2026 Tax Rates

Property Class	Description	"A" General Municipal	"B" Regional Hospital	"C" Regional District
01	Residential	2.74266	0.31253	0.76229
02	Utility	40.00000	1.09384	2.66802
03	Supportive Housing	2.74266	0.31253	0.76229
04	Major Industry	10.75123	1.06259	2.59179
05	Light Industry	9.62674	1.06259	2.59179
06	Business & Other	6.71952	0.76569	1.86761
07	Managed Forest Land	8.25541	0.93758	2.28687
08	Recreational/Non-Profit	2.74266	0.31253	0.76229
09	Farm	2.74266	0.31253	0.76229

Certified Correct:

_____

Corporate Officer

THOMPSON-NICOLA
REGIONAL DISTRICT
The Region of BC's Best

300-465Victoria Street
Kamloops, BC V2C 2A9
Tel: 250-377-8673
Toll Free in BC: 1-877-377-8673
Email: admin@tnrd.ca

Department: Finance

April 9, 2026

District of Barriere
PO Box 219, 4936 Barriere Town Road
Barriere, BC V0E 1E0

Attention: Kathy Abel, Chief Finance Officer

Dear Ms. Abel:

Subject: 2026 Thompson Regional Hospital District Requisition

Please find enclosed a copy of the 2026 Requisition for the Thompson Regional Hospital District.

In summary, the payment due from your municipality is as follows:

TRHD Requisition (see recap)	$152,296

Under Section 385(1) of the Local Government Act, the payment is due on or before August 1, 2026. If it would be more convenient for you, please feel free to issue a post-dated cheque.

If you have any questions, please call at your convenience.

Yours truly,

Austin Potts

Austin Potts, CPA, BMgt
Manager of Finance

encl.

THOMPSON REGIONAL HOSPITAL DISTRICT

Tax Requistion & Cost by Participant & Class

Participant	Class	Assessment	Converted Assessment	Share	Net Requisition	Cost per $1,000 of Assessment
District of Barriere	Residential	369,985,850	36,998,585	0.61%	115,631	0.3125
	Utilities	1,693,635	592,772	0.01%	1,853	1.0938
	Major Industry	3,740,200	1,271,668	0.02%	3,974	1.0626
	Light Industry	4,252,800	1,445,952	0.02%	4,519	1.0626
	Business And Other	34,144,800	8,365,476	0.14%	26,144	0.7657
	Rec/Non Profit	522,800	52,280	0.00%	163	0.3125
	Farm	37,903	3,790	0.00%	12	0.3125
District of Barriere Total		**414,377,988**	**48,730,524**	**0.80%**	**152,296**	**0.3675**

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Department: Finance

April 9, 2026

District of Barriere
PO Box 219, 4936 Barriere Town Road
Barriere, BC V0E 1E0

Attention: Kathy Abel, Chief Finance Officer

Dear Ms. Abel:

Subject: 2026 Thompson-Nicola Regional District Requisition

Please find enclosed a copy of the 2026 Requisition for the Thompson-Nicola Regional District.

In summary, the payment due from your municipality is as follows:

TNRD Requisition (see recap)	$371,468

Under Section 385(1) of the Local Government Act, the payment is due on or before August 1, 2026. If it would be more convenient for you, please feel free to issue a post-dated cheque.

If you have any questions, please call at your convenience.

Yours truly,

Austin Potts

Austin Potts, CPA, BMgt
Manager of Finance

encl.

THOMPSON-NICOLA
REGIONAL DISTRICT

Thompson-Nicola Regional District

Tax Rate per $100,000 Assessment

2026 Final Budget

Municipal - Regional and Local Area Services

			2026			2025	
Region	Service Category	Service	Cost per $100,000	Total $ Requisition	% Change	Cost per $100,000	Total $ Requisition
District of Barriere	General Services	Environmental Planning & Zoning	0.90	4,392	3.17%	0.89	4,258
		Film Commission	0.53	2,562	12.83%	0.47	2,271
		Fraser Basin	0.05	229	1.98%	0.05	225
		General Government Services	8.80	42,879	-0.73%	9.02	43,195
		Regional Parks	0.09	458	44.85%	0.07	316
		Search and Rescue (All Members)	0.23	1,120	3.20%	0.23	1,085
		Thompson-Nicola Regional District Library System	14.08	68,630	6.75%	13.43	64,288
	General Services Total		**24.68**	**120,271**	**4.01%**	**24.16**	**115,638**
	Local Services	Crime Stoppers Program	0.09	461	-2.35%	0.10	472
		E911	3.90	19,006	3.63%	3.83	18,341
		Emergency Preparedness	2.31	11,263	86.31%	1.26	6,045
		Mosquito Control: North (O & P)	7.53	36,714	-0.53%	7.71	36,911
		SWM: Residual Management	35.02	170,643	0.58%	35.45	169,663
		Valley Connector	2.05	10,005	126.75%	0.92	4,412
	Local Services Total		**50.91**	**248,093**	**5.19%**	**49.27**	**235,846**
	Electoral Area Services	Search & Rescue (Specific Members)	0.64	3,105	-1.22%	0.66	3,143
	Electoral Area Services Total		**0.64**	**3,105**	**-1.22%**	**0.66**	**3,143**
District of Barriere Total			**76.23**	**$ 371,468**	**4.75%**	**74.09**	**$ 354,627**

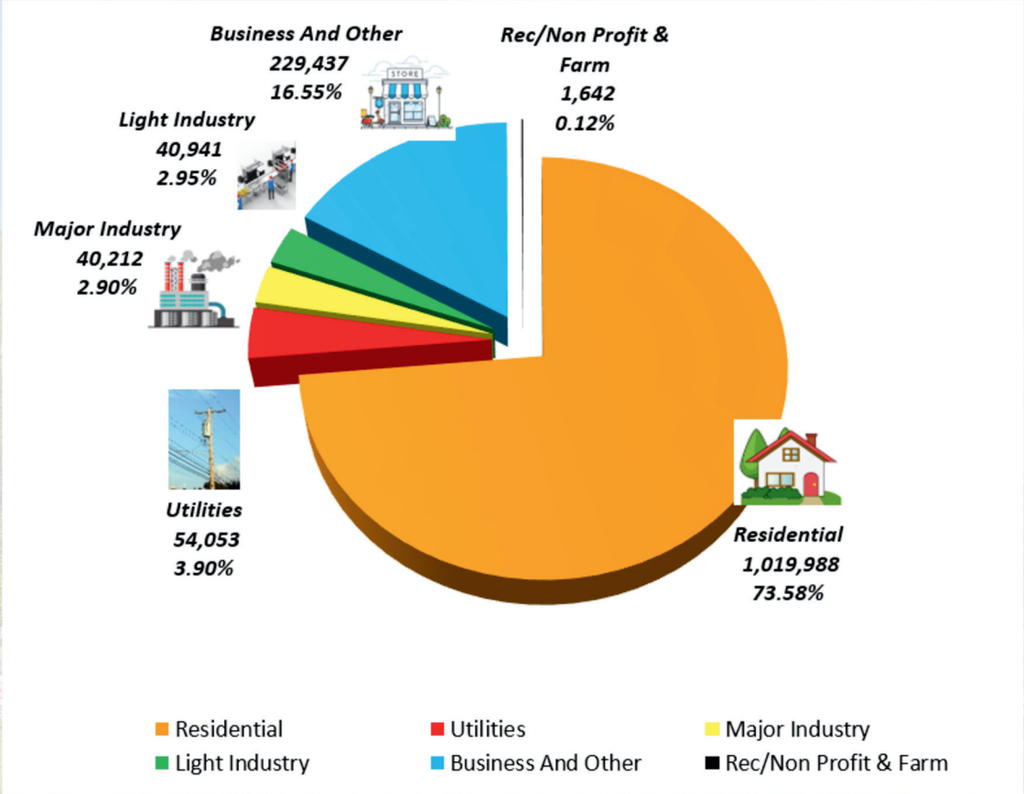
2026 BUDGET DRAFT 3

THE DISTRICT OF BARRIERE

April 20, 2026

www.Barriere.ca

Municipal Tax Revenue By Property Class



Council Strategies to Balance the Budget

1. Reduce Councils Legislative expense budget by $5,000
2. Reduce Roads Paving Capital Project by $25,000
3. Utilize Debt for $150,000 Roads Equipment.
4. Include $70,000 Streetlighting in General Taxation
5. Include 40.0 Tax Rate for Utilities Class for ~$41,000 additional General Taxation revenue
6. 7.5% Water and 5% Wastewater increase
7. 5% User Fee increases where applicable
8. General Property Taxation revenue increase by up to 9%
9. Adjust Major Industry Class to ~3% of Tax Burden (from 2.66%)
10. Reduce Operational Budgets by up to $40,000
11. As last resort, utilize Surplus/Reserves to offset shortfall

Proposed Property Tax Rates

	2025*	2026	2025-2026 Change	% Change
Residential	2.5593	2.7427	0.1834	7.17%
Utilities	8.4803	40.00	31.5197	371.68%
Major Industry	8.9831	10.7512	1.7681	19.68%
Light Industry	8.9831	9.6267	0.6437	7.17%
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Rec/Non Profit	2.5593	2.7427	0.1834	7.17%
Farm	2.5593	2.7427	0.1834	7.17%

*2025 Tax Rates include Streetlighting Changes

Municipal Taxes on a Typical Residential Property

	2025*	2026
Assessed Value	$401,000	$407,000
Municipal Tax Rate	2.5593	2.7427
Municipal Taxes	$1,026.27	$1,116.26
Total Municipal Taxes	**$1,026.27**	**$1,116.26**
Change from 2025 -> $89.99 ($7.50 per month)		
Change Per $100,000 Assessed Value		**$22.11**

*2025 Tax Rates include Streetlighting Changes

Residential

	# Folios	Taxes	Average Increase/ Decrease
Decrease in taxes	33	($928)	($28)
Increase <$100	577	$27,758	$48
Increase $100-$500	328	$56,353	$172
Increase $500-$1000	7	$4,277	$611
Increase >$1000	4	$7,013	$1,753
	949	$94,472	$100

Commercial

	# Folios	Taxes	Average Increase/ Decrease
Decrease in taxes	3	($3,295)	($1,098)
Increase <$100	21	$1,179	$56
Increase $100-$500	38	$8,937	$235
Increase $500-$1000	10	$6,251	$625
Increase >$1000	1	$2,568	$2,568
	73	$15,640	$214

Revenues & Expenses

Where the Money Comes From	
Property Taxes	1,386,272
Grant in Lieu & Other Taxes	42,500
User Fees & Charges	1,100,668
Government Transfers	4,607,917
Interest, Penalties & Other Recoveries	59,779
Transfers from Reserves - Carryforward Pr	0
Transfers from Reserves - Current Projects	1,617,069
Funded from Debt/Loan	150,000
Funded from Development Cost Charges	0
Transfers from Surplus - Carryforwards	0
Total Funding Available	**8,964,205**

Where the Money Goes	
General Government	796,873
Protective Services	338,250
Transportation	503,540
Environmental & Public Health	256,137
Planning & Development	14,000
Parks & Recreation	284,789
Facilities	143,050
Water Utility Operations	414,685
Wastewater Utility Operations	279,476
Grant Projects - Ops (incl. Carry Forward)	460,710
Debt Servicing	7,163
Operating Expenditures	**3,498,673**
Capital Projects - Carry Forward	0
Capital Projects - Current Year	5,070,000
Capital Expenditures	**5,070,000**
Transfer to Reserves	**320,697**
Total Expenditures	**8,889,370**
Current Year Net Surplus	**74,835**

Reserve Balances	Beginning *	Ending	2026 Used
General Capital	743,008	343,082	410,648
Fire Department Capital	154,151	56,875	98,921
Water Capital	490,570	397,704	100,000
Wastewater Capital	0	0	0
Transportation Infrastr.	0	0	0
Parkland	66,574	67,573	0
Community Works	82,679	368,971	0
Growing Communities	1,192,599	204,055	1,000,000
Climate Action Program	115,198	110,147	7,500
Total Reserves	2,844,779	1,548,407	1,617,069

Debt Servicing

	2026	2027	2028	2029	2030
General Fund Equipment Financing - Bush Truck $175,000; 5 years; June 2030	38,006	38,006	38,006	38,006	14,225
General Fund Equipment Financing - Roads Equip $150,000; 5 years; March 2031	24,226	32,224	32,223	32,224	32,224
Total Debt Payments	**62,232**	**70,230**	**70,229**	**70,230**	**46,449**

MUNICIPAL AND OTHER TAXES

2026 includes additional $41,000 for Utility Class 2, $70,000 for Streetlighting, $3,500 for Major Industry = $114,500
For More Information please see Details to the Right

	2022	2023	2024	2025	2026
Municipal Property Taxes					
Amount levied	$ 966,391	$ 1,012,189	$ 1,062,194	$ 1,154,272	$ 1,386,272
Increase from previous year	$ 49,893	$ 45,798	$ 50,005	$ 92,078	$ 232,000
% Increase from previous year	5.4%	4.7%	4.9%	8.7%	20.1%
Regional District Requisition					
Amount levied	$ 312,266	$ 315,452	$ 329,394	$ 352,928	$ 371,468
Increase from previous year	$ 31,515	$ 3,186	$ 13,942	23,534	18,540
% Increase from previous year	11.2%	1.0%	4.4%	7.1%	5.3%
Requisition as % of municipal taxes	32.3%	31.2%	31.0%	33.2%	26.8%
Hospital Requisition					
Amount levied	$ 133,787	$ 135,681	$ 135,152	$ 145,245	$ 152,296
Increase from previous year	$ (144,654)	$ 1,894	$ (529)	$ 10,093	$ 7,051
% Increase from previous year	-52.0%	1.4%	-0.4%	7.5%	4.9%
Requisition as % of municipal taxes	13.8%	13.4%	12.7%	12.6%	11.0%
School Requisition					
Amount levied	$ 614,796	$ 676,594	$ 698,918	$ 753,119	$ 753,442
Increase from previous year	$ 56,156	$ 61,798	$ 22,324	$ 54,201	$ 323
% Increase from previous year	10.1%	10.1%	3.3%	7.8%	0.0%
Requisition as % of municipal taxes	63.6%	66.8%	65.8%	65.2%	54.4%
Police Requisition					
Amount levied	$ 95,748	$ 111,787	$ 120,704	$ 127,555	$ 127,555
Increase from previous year	$ 12,515	$ 16,039	$ 8,917	$ 6,851	$ -
% Increase from previous year	15.0%	16.8%	8.0%	5.7%	0.0%
Requisition as % of municipal taxes	9.9%	11.0%	11.4%	11.1%	9.2%
Total Taxation	$ 2,138,519	$ 2,272,445	$ 2,363,783	$ 2,550,540	$ 2,808,454
Other Taxing Authorities	$ 1,172,128	$ 1,260,256	$ 1,301,589	$ 1,396,268	$ 1,422,182
% Compared to Municipal Taxes	55%	55%	55%	55%	51%

Capital Projects

New Capital Projects		
Public Works	Facility/Safety Upgrades	15,000
Roads	Paving program	75,000
	CN Rail - Hall Road	25,000
	Winter Roads Equipment	150,000
Fire	Pump Replacement	40,000
	Turnout Gear	25,000
IT	Office Equipment & Technology	20,000
Utilities	WWTP & Wastewater	4,600,000
General	Wayfinding Program Study	20,000
Utilities/Public Works	Emergency repair contingency	100,000
TOTAL NEW CAPITAL PROJECTS		**5,070,000**

Taxation Changes - Details

1. $70,000 is due to Streetlighting change from Utility Billing. Average residential property will see an increase of $56 on municipal taxation while seeing a reduction of $69 on utility bills.
2. $41,000 additional revenue from Utility Class 2. This does not impact other taxation classes such as residential or commercial properties.
3. $3,500 additional revenue from Major Industry Class 4, no impact to residential, commercial, or small industry properties.

Overall $114,500 of the $232,000 overall change is due to specific one time circumstances.

The actual taxation change amount impacting all taxation classes is closer to $117,500, or roughly 9% of additional revenue from taxation.

Non-Market Change (new development) of roughly $3.3Million will offset taxation increases for other properties. Actual increases may be closer to 7.2-7.5% per residential property.

Individual amounts will vary based on BC Assessment determined property values.

District of Barriere

REPORT TO COUNCIL

Date: April 20, 2026	**Agenda Item: 5a**
To: Council	**From:** Department Heads
Re: Departmental Updates	

CORPORATE:

Development:

Development Activity			
Construction Activity:	**March**	**2026 YTD**	**2025**
Total Building Permit Applications:	2	7	21
Total Construction Value:	$102,806	$1,099,806	$3,291,020
Total Building Permits Finalized:	2	2	15 (since June)
Total Construction Value Finalized:	$740,500	$740,500	$989,500

- Completed a number of annual surveys for various government agencies (i.e. Nature Canada, Business Licence Regulations, Election Remuneration).
- After the adoption of the District's refreshed Official Community Plan, the financial report was submitted to the Province – The District has now met all the legislated requirements regarding Bill-44. One final funding report will be required to be completed this year.
- The District's website host, All-Net, changed ownership in 2024. As the District's contract with All-Net expires in 2027, the renewal is now with the new owner (Catalis – who also owns Muniware, the District's finance software). The website will receive a refresh in 2027 as part of our contract and some features will be enhanced. The annual cost remains the same with the same annual percentage increase outlined in the District's contract with All-Net.

Bylaw Enforcement:

- One bylaw enforcement file was acted on in March.

Governance:

- Indemnity Bylaw – In progress
- Per Diem, Travel & Mileage Allowances Policy – In progress
- Employee Appreciation Policy - In progress
- Community Support Policy – Draft policy for approval on this agenda
- Park and Public Spaces Access – Draft bylaw for 1st, 2nd and 3rd Readings on this agenda
- 2026 Tax Rates Bylaw – Draft bylaw for 1st, 2nd and 3rd Readings on this agenda
- 2025 Annual Report – In progress
- Council Liaison Policy - Complete
- OCP Refresh Update – Complete
- Development Approvals Bylaw – Complete
- 2026-2030 Financial Plan draft – Complete
- Fees & Charges Bylaw – Complete
- Public Engagement Policy – Complete

Sessions/Meetings:

- Attended the 2026 Community to Community Forum (C2C) in Valemount with Council.
- Participated in a meeting with TRUE Consulting, the Chamber and Simpcw regarding approval for Concept 1 for the Wayfinding Project. Another review with a revised draft is expected to be brought to Council in May.

- Participated in a meeting with MP Frank Caputo
- Participated in a Recreation Committee Meeting – We have a new resident Committee Member who is already offering her support and help – Adriana Martin.
- Reminder to those attending SILGA in Revelstoke from April 29 – May 2, 2026.

Events:

- Attended the Lions Club Breakfast and Easter Egg Hunt – Approximately 80 kids brought or decorated an Easter Basket to enter themselves for a prize giveaway.
- The Welcome Summer Block Party is set for Saturday, June 20th from 3pm – 9pm and planning is underway. The Musicians of Barriere to kick start the day on the Bandshell and the Angie Heinze Band headlining.
- Bookings for Bandshell Friday's are starting to be received and we have 2 sponsorships confirmed so far – Thank you to Gilbert Smith Forest Products and North Thompson Bookkeeping and Tax Services for their generosity.
- Received funding for Canada Day 2026 for $2410.00 from Canadian Heritage Grant.

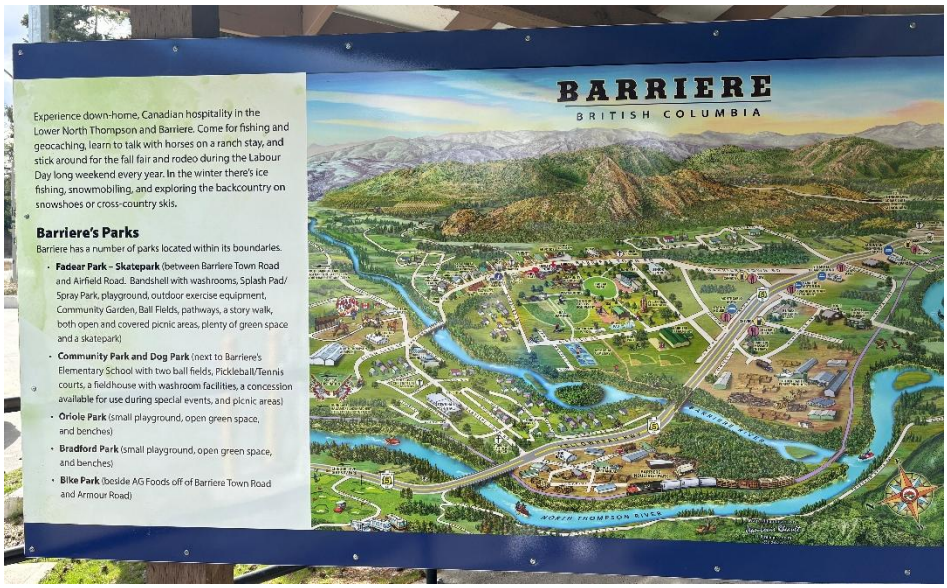
PUBLIC WORKS:

Operations:

Public Works			
	March	**2026 YTD**	**2025**
Potholes Filled:	10	45	195
Pavement Repairs:	0	0	17499
Burials:	0	0	0
Cremations:	0	0	4
Deceased Animal Recovery:	0	0	4
After Hours Call Outs:	0	0	4
Water Distribution			
	March	**2026 YTD**	**2025**
New Construction Service Connections:	0	0	5
Water Service On/Off Requests:	6	13	34
Interior Health Water Quality Tests:	12	36	148
Water Usage:	23,680	71,022	448356
Waterline Repairs:	1	3	7
After Hours Call Outs:	2	2	16
Wastewater Collection & Treatment			
	March	**2026 YTD**	**2025**
New Construction Service Connections:	0	0	6
Ministry of Environment Wastewater Tests:	7	21	84
After Hours Call Outs:	0	0	0

General			
	March	**2026 YTD**	**2025**
BC One Calls Supported:	8	12	42
Events Supported:	0	2	17

- Purchased plow truck from JDV Lot Restoration. Will be purchasing F550 with dump box and snow clearing accessories at the end of April.
- Received $5,000 in funding from ICBC for traffic calming pilot project on Barriere Town Rd (North).
- Received $10,000 BC Hydro Re-Greening Grant.
- 70% load restrictions for municipal roads were rescinded as of April 2nd.
- Street sweeping completed as of April 11th.
- Some grading and dust control completed.
- The old & weathered Yellowhead Hwy signs were replaced. New Fire Lane signs installed on Genier Rd
- Auto locks recently installed on washrooms at Bandshell.



Newly installed, artistic tourism map at Fish Trap Rest Area

EMERGENCY SERVICES:

Fire Department			
Calls	**March**	**2026 YTD**	**2025**
Fire:	2	5	23
Rescue/Motor Vehicle Incidents:	2	8	15
Hazardous Condition (No Fire):	1	3	4
Service Call / Public Assist:	0	3	23
Fire Burning Complaint / Fire Investigation / Fire Alarm:	3	5	36
False Alarm:	0	0	20
Total	**8**	**24**	**121**
Public Education & Events:	1	1	18
FireSmart Assessments:	0	4	17
Fire Prevention / Fire Inspections:	5	17	4

Fire Department Updates:

- Campfire Permit
  - Discussions with other municipalities with what has worked in the past, how they implemented programming, etc.
  - Review of other bylaws, discussions with BCWS, review of Bylaw 55 and Wildfire Act have all taken place.
  - Council should see recommendations at the May 25th Council Meeting.
- 2 Day Wildland Firefighter Course for members (14th and15th)
- Hired Fire Protection Officer/Building Inspector - Full-time
- Death and Dying Workshop attended by 1 member with Kamloops Fire Rescue
- Cleaned the Multi-Purpose courts and ice rink tarp with Barriere Pickleball Group
- Chainsaw Course with District Staff and FD Members
- Annual ladder testing for all ladders – Passed
- Compressor for SCBA Cylinders broke – Repaired in April

FireSmart:

- Attended Spring Market at Sundance Acres
- FireSmart Coordinator certified as landscape professional and Farm and Ranch Assessor
- IDA Pharmacy signed up with BC FireSmart Plant Program
- Wildfire Mitigation Specialist Training with Chu Chua Fire – 5 Members from BFR attended

Weather:

- Verbal

Invitation to Council and Community Members:

- BFR is hosting an Open House on April 23rd and is inviting Council and Community Members – Poster attached in info.

FINANCE:

Financial Services			
	March	**2026 YTD**	**2025**
Cash Collected:	$97,815	$755,734	$4,963,536
Cash Disbursed:	$366,819	$1,095,881	$5,861,273
		2026 YTD	**Project Total**
ICIP Wastewater Treatment Grant Funds Received:		$24,430	$303,410

- 2026 Q1 Utility billing complete. This is the 1st utility billing to reflect the removal of street lighting.
- 2024 LGDE report has been submitted.
- Delinquent and arrears tax letters were sent out in early March. A handful of phone calls have been received by staff; feedback has been that residents are appreciative of the notice. So far approx. $13,500 has been collected.
- CRA remittance changes because of payroll thresholds being met. Growing pains resulted in small penalty ($536) for late filing.
- Audit preparation work continues, we are scheduled to start the preliminary audit process in May. This timeline will have us a little late for 2025 but closer to back on track than previous years.

**submitted for information*

2026 Annual BES Golf Tournament

Greetings,

On August 15th, 2026 the Annual Barriere 911 Emergency Services Golf Tournament will once again be taking place at the Chinook Cove Golf Course. We are proud to carry on this tradition and support local youth in the North Thompson with over **$60,000.00** in donations and bursaries.

Since 2012 we have funded numerous youth groups and organizations from Clearwater down through Kamloops and two or three BES Bursaries at the Barriere Secondary School. We have committed to providing funding or supplies to all applicants. All groups used the funds to enhance programs in place or start new programs to provide area youth with diverse opportunities to allow all to participate. Our goal is to have all youth having fun, healthy and safe choices.

We are aware that your business receives many requests for sponsorship throughout the year, however we also know that you realize that an event such as this cannot function without support. We are looking for **sponsorship in any form,** such as cash, merchandise or services for our prizes and silent auction. All sponsors will receive recognition in the welcome package for all teams, on each of the dinner tables and on our website. We thank all of our sponsors for their amazing support!

In addition to this, you will receive one of the following depending on the level of sponsorship.

(We supply a sign if you don't have your own, all sponsors listed on our website - www. besgolf.com)

Par Level – Value up to **$100.00 –** listed on website, dinner table and in welcome package

Birdie Level - **$100.00 - $200.00 value** Par level plus a hole sponsorship sign.

Eagle Level - **$200.00 - $500.00 value** Birdie level plus a sponsorship sign at the putting green located at the clubhouse where all players will be registering and waiting for the evening dinner and prizes. This will allow you more exposure to all players and others attending the event that are not golfing.

Albatross Level - **$500.00 or more** Eagle Level and will also allow you to put up signage at the putting green and clubhouse during dinner and prizes which will give you full exposure throughout the event. This level of sponsorship will provide a **two person discounted entry ($25.00 per player)** into the tournament to form part of a team.

***** Cheques can be made payable to: BES Golf Tournament *****

We want to thank you for your consideration and look forward to your participation in this great event. For more information, please contact any of our coordinators at the numbers below.

Sincerely,

BES Golf Tournament Committee

Contact one of our team –

[redacted]

JAN 2 2 2026

DISTRICT OF BARRIERE
Grant Application – Organizations

Organization Official Name: Barriere Youth Soccer Association

Mailing Address: [redacted], Barriere, BC

Phone [redacted] Fax: _____ Email: [redacted]@gmail.com

Contact Person: Nikki Shewan Title: Secretary

Briefly describe your organizations purpose: BYSA brings soccer to Barriere & surrounding areas for the youth in our community (U4-U17). It is an 8 week long program, including 4 games and 1 tournament, and a wind up BBQ.

Briefly describe how the requested grant money will be used: This year we are buying new jerseys, which is very costly. This grant money will help offset some of the jersey costs, as well as field rentals for the length of the program for 2026.

What amount of Grant-in-Aid is being requested? $ 500.00

Total organization operating budget for current year $ _____

Total budget for project the grant is being applied for $ _____

Did you receive a Grant-in-Aid last year (Yes) 500.00 No _____

If **yes**, what was the amount of the grant? $ 500.00

Attachments: Please provide the following to your application (if available):

Financial Statement, Current Year Budget, Project Budget

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, or by fax to 250-672-9708. Applications must be received by the first Monday of the month to be considered in that month.

INTERNAL OFFICE USE: Approved Amount Approved: _____ Denied

Barriere Youth Soccer Association		
Income/(Expenses) 2024 Season		
Bank Balance January 1, 2024		**$5,014.93**
Income		
LNTCF Grant	1,350.00	
Team Snap Registration	8,120.00	
		9,470.00
Expenses		
Bank Service Charges (Jan 1 to Dec 31)	(30.00)	
Chris/Kathy - Thank You Gift	(111.99)	
2 Canopy Tents	(425.57)	
Team Snap Useage Cost	(759.56)	
BC Society Annual Reporting	(101.59)	
Farpost Soccer Nets	(912.52)	
Whistles & Pinnies	(359.58)	
Insurance	(1,150.00)	
x12 Coaches Shirts	(336.00)	
Snacks for Coaches Meeting	(26.82)	
SD73 Field Rentals	(320.25)	
Clearwater Footy Fest Tournament Fees	(1,600.00)	
Reffing (local)	(180.00)	
Reffing (out of town)	(485.00)	
Line Paint	(280.00)	
Jaxon & Grayden - student soccer helpe	(255.00)	
Porta Potty Rental	(673.31)	
Wrap-Up BBQ & Saturday Ice Cream	(474.71)	
May 28 - Ref Jerseys	(78.71)	
Pictures	(527.45)	
		(9,088.06)
Bank Balance December 31, 2024		**$5,396.87**

JAN 2 2 2026

DISTRICT OF BARRIERE
Grant Application – Organizations

Organization Official Name: Barriere Elementary School PAC

Mailing Address: PO Box 250, Barriere, BC, V0E1E0

Phone: [redacted] Fax: _____ Email: [redacted]@gmail.com

Contact Person: Nikki Shewan Title: President

Briefly describe your organizations purpose: Our goal is to enhance the experience of students and families of Barriere Elementary School. We do this through hosting live educational events, purchasing equipment, having "Fundays" where we celebrate individuality and inclusivity by spending the day doing fun tasks as a group.

Briefly describe how the requested grant money will be used: This grant money will go towards purchasing a new game & supplies for "Funday" we are researching and looking to find a new long lasting item to add to our "Funday" event, as renting bouncy castles is becomming very expensive.

What amount of Grant-in-Aid is being requested? $ 500.00

Total organization operating budget for current year $ _____

Total budget for project the grant is being applied for $ _____

Did you receive a Grant-in-Aid last year (Yes) _____ No _____

If **yes**, what was the amount of the grant? $ 500.00

Attachments: Please provide the following to your application (if available):

Financial Statement, Current Year Budget, Project Budget

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, or by fax to 250-672-9708. Applications must be received by the first Monday of the month to be considered in that month.

INTERNAL OFFICE USE: Approved Amount Approved: _____ Denied

2024/2025 School Year - PAC Budget (DRAFT)

REGULAR ACCOUNT

Expenses	2022/2023 Budget	2023/2024 Budget	2024/2025 Budget	What We have left
Welcome Back BBQ (dispersed to fun day)	$500.00	$600.00	600	600
Teachers Incentives	$2,100.00	$2,500.00	3350	0
One to One Reading	$250.00	$250.00	250	250
Reading Packages	$150.00	$150.00	150	150
Counting Packages	$150.00	$150.00	150	150
Christmas Concert Mic Rental and/or supplies	$700.00	$1,050.00	700	610.4
Parent Seminars (dispersed to surf desks and fun day)	$1,000.00	$1,000.00	1000	1000
Funday	$800.00	$800.00	500	500
Website (domain and 2-yr subscription)	$160.00	$160.00	160	160
TOTAL	**$5,920.00**	**$6,760.00**	**6860**	**3420.4**

GAMING ACCOUNT

Expenses	2022/2023 Budget	2023/2024 Budget	2024/2025 Budget	What We have left
Grade 6 Year End Trip	$500.00	$500.00	500	500
Battle of the Books Prizes	$250.00	$250.00	250	250
Fun Day	$1,700.00	$1,700.00	1700	1700
Field trips	$4,000.00	$4,000.00	4000	4000
Track and Field Ribbons	$400.00	$400.00	400	400
Awards (Sports Banner)	N/A	N/A	N/A	
TOTAL	**$6,850.00**	**$6,850.00**	**6850**	**6850**

DISTRICT OF BARRIERE
Grant Application – Organizations

Organization Official Name: Rabbits BC - Rabbit & Cavy Breeders Association of BC

Mailing Address: C/O Ginger McCurdy
[redacted] Barriere, BC
V0E 1E0

Phone: [redacted] Fax: _____ Email: rabbitsbc@gmail.com

Contact Person: Ginger McCurdy Title: Show Coordinator

Briefly describe your organizations purpose:

To promote and encourage the rabbit and cavy industry, encourage fairness, honesty, good sportsmanship and education among association members, youth groups and the general public.

Briefly describe how the requested grant money will be used:

The grant monies will be used towards the costs of accommodations and meals for our 6 judges.

What amount of Grant-in-Aid is being requested? $ 500.00

Total organization operating budget for current year $ 20000.00

Total budget for project the grant is being applied for $ 14325.00 .

Did you receive a Grant-in-Aid last year Yes X No _____

If **yes**, what was the amount of the grant? $ 500.00

Attachments: Please provide the following to your application (if available):

Financial Statement, Current Year Budget, Project Budget

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, or by fax to 250-672-9708. Applications must be received by the first Monday of the month to be considered in that month.

INTERNAL OFFICE USE: Approved Amount Approved: _____ Denied

RABBITS BC R&CB ASSOCIATION OF BC

Rabbits BC
C/O Ginger McCurdy
[redacted]
Barriere, BC V0E 1E0
[redacted]
rabbitsbc@gmail.com

January 20, 2026

District of Barriere
PO Box 219
Barriere, BC V0E 1E0

Attention Mayor and Council:

Rabbits BC requests your consideration for a grant to assist in holding our Fourth Annual rabbit and cavy (guinea pig) shows, which will be on September 11th, 12th & 13th 2026. This year we are planning to have a minimum of four All-breed Rabbit Shows, three Cavy Shows, one Rare Breed Show, three Breed Specialty Shows, plus a Youth Show. Our 2025 shows were highly successful, and we expect even more exhibitors (and fun) this year.

We are holding our shows in Barriere because we know the location will draw exhibitors from British Columbia, Alberta and the United States.

The entire community will again enjoy and benefit from our three day event held locally at the North Thompson Fall Fair and Rodeo grounds.

Our local Rabbit and Cavy 4H members are eager to participate again, and we plan to make this another excellent learning experience for them. We will have special opportunities over the weekend for 4H members who wish to show and to learn more about their rabbits and cavies. An invitation is going out to other 4H groups in BC to join us.

Rabbits BC – Rabbit and Cavy Breeders Association of BC - has actively served the rabbit and cavy community including both adults and youth with regular show, agricultural, educational and social events throughout our 30-year history.

Your grant last year was a great help in making the event very successful, and we are again requesting your financial assistance.

Thank you for your consideration.

Sincerely,

Ginger McCurdy, Coordinator
Rabbits BC - Rabbit and Cavy Association of BC

BRITISH COLUMBIA

CERTIFIED COPY
Of a document filed with the Province of British Columbia Registrar of Companies

CAROL PREST

CONSTITUTION

BC Society • Societies Act

NAME OF SOCIETY: **RABBITS B.C. - RABBIT AND CAVY BREEDERS ASSOCIATION OF BRITISH COLUMBIA**

Incorporation Number:	S0034970
Business Number:	84724 5081 BC0001
Filed Date and Time:	November 5, 2018 04:21 PM Pacific Time

The name of the Society is RABBITS B.C. - RABBIT AND CAVY BREEDERS ASSOCIATION OF BRITISH COLUMBIA

The purposes of the Society are:

Section 1 - To promote and encourage the rabbit and cavy industry

Section 2 – To promote shows, with American Rabbit Breeders' Association Inc. (A.R.B.A.) licensed judges, and to uphold the A.R.B.A. system of standards and registration.

Section 3 – To encourage fairness, honesty, good sportsmanship and education among the associations' members, youth groups, and the general public

This society is a member-funded society. It is funded primarily by its members to carry on activities for the benefit of its members. On its liquidation or dissolution, this society may distribute its money and other property to its members.

RABBITS BC R&CB ASSOCIATION OF BC
ANNUAL BUDGET 2026
Includes both Barriere and Cobble Hill Shows

INCOME

DONATIONS	$1,350.00
FUNDRAISING - (Silent Auctions, Facebook Auction, Bottle Drives, Purdys Fundraiser.....)	$3,550.00
MEMBERSHIPS - est. 30 members at $20.00 each	$600.00
SHOW ENTRIES - est. 1800 entries @ $5 ea	$9,000.00
OTHER FUNDING (Sponsors, Grants)	$5,500.00
	$20,000.00

EXPENSES

VENUE COSTS	$1,360.00
TECHNOLOGY - Zoom , Internet	$300.00
SOCIETY COSTS	$40.00
OFFICE SUPPLIES	$300.00
ARBA CHARTER (yearly)	$50.00
ARBA SHOW SANCTIONS (est. 12 Shows)	$450.00
INSURANCE	$500.00
JUDGES	$13,000.00
TROPHIES AND AWARDS	$1,500.00
MISCELLANEOUS SHOW EXPENSES	$2,500.00
	$20,000.00

RABBITS BC R&CB ASSOCIATION OF BC

Projected Budget for Barriere Shows

September 11th, 12th, 13th 2026

$	EXPENSES
$1300.00	Rabbit Awards $1000.00 Cavy Awards $300.00
$10000.00	7 judges averaging $1430.00 per judge. Includes judging fees, transportation, accommodation and meals
$250.00	Insurance – half of our yearly total. We hold one other show each year.
$800.00	Hall Rental & Janitorial Service
$400.00	10 ARBA Show Sanction Fees @ $40.00 Can. per show
$1575.00	Miscellaneous Expenses including catering
TOTAL $14325.00	

$	INCOME
$5500.00	Rabbits: $5.00 per entry x 275 rabbits x 4 shows
$1125.00	Cavies: $5.00 per entry x 75 animals x 3 shows
$1000.00	Specialties: $5.00 per entry x 200 rabbits - 6 shows
$1200.00	Food and miscellaneous sales
$2000.00	LNTCF Society Grant
$500.00	Projected District of Barriere Grant
$3000.00	Projected TNRD Grant
TOTAL $14325.00	

Rabbits BC

RABBITS B.C. - RABBIT AND CAVY BREEDERS ASSOCIATION OF B.C. ANNUAL REPORT

Date	Description	Chq#	Dr	Cr	Dues	Donations /Grants	Show Entries	Admin	Show expense	Judge expense	Standards	Fund Raising	Prizes	Misc.	S/C
2024															
08-Nov	Beth-judges fees	93		511.60						511.60					
17-Nov	Colette		20.00		20.00										
20-Nov	Kathy-cavy prizes	94		94.38									94.38		
27-Nov	Bottles		28.80			28.80									
11-Dec	VIEX		1,541.80				1,541.80								
20-Dec	Club charter	95		39.70				39.70							
2025															
02-Jan	Marlene-bottles		75.00			75.00									
08-Feb	Hall-rental			101.50					100.00						1.50
14-Feb	Grant		2,000.00			2,000.00									
21-Feb	Grant-TNR		1,500.00			1,500.00									
19-Mar	Beth			38.90										37.41	1.50
19-Mar	Cobble Hill-hall rental			961.50					960.00						1.50
21-Mar	Beth		28.80			28.80									
30-Mar	Grant		500.00			500.00									
31-Mar	E-transfer		190.00				190.00								
09-Apr	E-transfer		1,265.00				1,265.00								
03-Apr	US Cash			359.75						359.75					
09-Apr	Beth Caskey-judges hotel	96		171.35						171.35					
23-Apr	Deposit		280.88			280.88									
02-May	Deposit		185.00			185.00									
16-May	Cobble Hill-deposit return		600.00						-600.00						
						+									
14-Jun	S Hultholm-Cobble Hill judge	97		150.00						150.00					
22-Jun	Cobble Hill			101.50					100.00						1.50
25-Jun	Beth			139.50					138.00						1.50
26-Jun	Sanctions		120.40			120.40									
28-Jun	Ginger-sanction split			18.50										17.00	1.50
28-Jul	Sanction		34.40			34.40									
31-Aug	E-transfer		724.00				724.00								
28-Aug	US Cash			4,940.25						4,940.25					
06-Sep	Entries		5,548.00				5,548.00								
09-Sep	S Mobey-carriers scale cages	98		2,340.00					2,340.00						
10-Sep	Cash		917.00				917.00								
10-Sep	NFFF		2,200.00			2,200.00									
10-Sep	Cash		128.55			128.55									
10-Sep	Laura Mairs-catering	99		1,061.00					1,061.00						
10-Sep	B Kershaw-cookes,squares	103		202.00					202.00						
11-Sep	E-transfer		125.00			125.00									

Rabbits BC

16-Sep	K Mannweiler-judges hotels	102		1,311.96						1,311.96					
17-Sep	T Fountain-show supplies	100		311.25					311.25						
21-Sep	E-transfer		770.00				770.00								
24-Sep	VIEX		1,240.00				1,240.00								
26-Sep	US Cash-$300	104		429.33						429.33					
26-Sep	G McCurdy			221.50					220.00						1.50
30-Sep	VIEX		650.00			650.00									
05-Oct	Prize $			675.00					660.00						15.00
08-Oct	Maxxam-insurance			501.50				500.00							1.50
08-Oct	NTFFR-hall rental	101		840.00					840.00						
09-Oct	NTFFR			51.50					50.00						1.50
11-Oct	VIEX-entry fees	105		870.00			-870.00								
31-Oct	E-transfer		140.00		140.00										
			20,812.63	16,443.47	160.00	7,856.83	11,325.80	539.70	6,382.25	7,874.24			94.38	54.41	28.50

Filed Date and Time: October 7, 2024 01:42 PM Pacific Time
Society Incorporation Number: S0034970

RABBITS B.C.

CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies
T.K. SPARKS

BYLAWS

of *RABBITS B.C. – RABBIT AND CAVY BREEDERS' ASSOCIATION OF BRITISH COLUMBIA* (the "Society")

PART 1 – DEFINITIONS AND INTERPRETATION

Definitions

1.1 In these Bylaws:

"Act" means the *Societies Act* of British Columbia as amended from time to time;

"Board" means the directors of the Society;

"Bylaws" means these Bylaws as altered from time to time.

Definitions in Act apply

1.2 The definitions in the Act apply to these Bylaws.

Conflict with Act or regulations

1.3 If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

PART 2 – MEMBERS

Application for membership

2.1 A person may apply for membership in the Society with a written and/ or electronic application and payment of the annual membership fee.

Classes of membership

2.2 **Voting Members –** All members over 16 years of age.
Junior Members – All members under 17 years of age.
Non-Voting Members – All members residing outside of the Province of British Columbia.

Duties of members

2.3 Every member must uphold the constitution of the Society and must comply with these Bylaws and with the Society's current Policy and Procedures.

Amount of membership dues

2.4 The amount of the annual membership dues, if any, must be determined by the Board.

Member not in good standing

2.5 a) A member is not in good standing if the member fails to pay the member's annual membership dues, if any, and the member is not in good standing for so long as those dues remain unpaid.

b) A member is not in good standing if the member is under disciplinary action.

2.6 A member not in good standing cannot vote.

Termination of membership if member not in good standing

2.7 A person's membership in the Society is terminated if the person is not in good standing for 6 consecutive months.

Discipline and expulsion of member

2.8 (1) Any member of the society may be disciplined or expelled by special resolution.

(2) Before a member of a society is disciplined or expelled under subsection 2.8 (1) of the bylaws, the society must

(a) send to the member written notice of the proposed discipline or expulsion, including reasons, and

(b) give the member a reasonable opportunity to make representations to the society respecting the proposed discipline or expulsion.

PART 3 – ANNUAL GENERAL MEETINGS OF MEMBERS

Time and place of annual general meeting

3.1 An annual general meeting must be held at the time and place the Board determines.

The directors of a society must call an annual general meeting in each calendar year.

Ordinary business at an annual general meeting

3.2 At an annual general meeting, the following business is ordinary business:

(a) adoption of rules of order;

(b) receive the directors' report on the financial statements of the Society for the previous financial year, and the auditor's report, if any, on those statements,

(c) receive any other reports of directors' activities and decisions since the previous annual general meeting,

(d) consideration of the reports, if any, of the directors or auditor;

(e) appointment of an auditor, if any;

(f) business arising out of a report of the directors not requiring the passing of a special resolution.

(g) election or appointment of directors;

Notice of special business

3.3 A notice of any general meeting must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

All members must be informed of the proposed changes two weeks ahead of the meeting and the Special Resolution must pass by a two-thirds majority of the members present.

Chair of general meetings

3.4 The following individual is entitled to preside as the chair of a general meeting:

(a) the individual, if any, appointed by the Board to preside as the chair;

(b) if the Board has not appointed an individual to preside as the chair or the individual appointed by the Board is unable to preside as the chair,

(i) the president,

(ii) the vice-president, if the president is unable to preside as the chair, or

(iii) one of the other directors present at the meeting, if both the president and vice-president are unable to preside as the chair.

Alternate chair of general meetings

3.5 If there is no individual entitled under these Bylaws who is able to preside as the chair of a general meeting within 15 minutes from the time set for holding the meeting, the voting members who are present will elect an individual present at the meeting to preside as the chair.

Quorum required

3.6 Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted unless a quorum of voting members is present.

Quorum for general meetings

3.7 The quorum for the transaction of business at a general meeting is 3 voting members or 10% of the voting members, whichever is greater.

If quorum ceases to be present

3.8 If, at any time during a general meeting, there ceases to be a quorum of voting members present, business then in progress must be suspended.

Order of business at general meeting

3.9 The order of business at a general meeting is as follows:

(a) elect an individual to chair the meeting, if necessary;

(b) determine that there is a quorum;

(c) approve the agenda;

(d) approve the minutes from the last general meeting;

(e) deal with unfinished business from the last general meeting;

(f) deal with new business, including any matters about which notice has been given to the members in the notice of meeting.

(g) terminate the meeting.

Methods of voting

3.10 At a general meeting, voting must be by a show of hands, an oral vote or another method that adequately discloses the intention of the voting members, except that if, before or after such a vote, 2 or more voting members request a secret ballot or a secret ballot is directed by the chair of the meeting, voting must be by a secret ballot.

Announcement of result

3.11 The chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Proxy voting not permitted

3.12 Voting by proxy is not permitted.

PART 4 – DIRECTORS

Number of directors on Board

4.1 The Society must have no fewer than 3 and no more than 7 directors.

Election or appointment of directors

4.2 At each annual general meeting, the voting members must elect or appoint the Board.

(a) Officer/Director positions are for a term of two years starting and ending on November 30th.

Directors may fill casual vacancy on Board

4.3 The Board may, at any time, appoint a member as a director to fill a vacancy that arises on the Board as a result of the resignation, death or incapacity of a director during the director's term of office.

Term of appointment of director filling casual vacancy

4.4 A director appointed by the Board to fill a vacancy ceases to be a director at the end of the unexpired portion of the term of office of the individual whose departure from office created the vacancy.

PART 5 – DIRECTORS' MEETINGS

Calling directors' meeting

5.1 A directors' meeting may be called by the president or by any 2 other directors.

Notice of directors' meeting

5.2 At least 2 days' notice of a directors' meeting must be given unless all the directors agree to a shorter notice period.

Proceedings valid despite omission to give notice

5.3 The accidental omission to give notice of a directors' meeting to a director, or the non-receipt of a notice by a director, does not invalidate proceedings at the meeting.

Conduct of directors' meetings

5.4 The directors may regulate their meetings and proceedings as they think fit.

Quorum of directors

5.5 The quorum for the transaction of business at a directors' meeting is a majority of the directors.

PART 6 – BOARD POSITIONS

Election or appointment to Board positions

6.1 Directors must be elected or appointed to the following Board positions, and a director, other than the president, may hold more than one position:

(a) president;

(b) vice-president;

(c) secretary;

(d) treasurer.

Directors at large

6.2 Directors who are elected or appointed to positions on the Board in addition to the positions described in these Bylaws are elected or appointed as directors at large.

Role of president

6.3 The president is the chair of the Board and is responsible for supervising the other directors in the execution of their duties.

Role of vice-president

6.4 The vice-president is the vice-chair of the Board and is responsible for carrying out the duties of the president if the president is unable to act.

Role of secretary

6.5 The secretary is responsible for doing, or making the necessary arrangements for the following:

(a) issuing notices of general meetings and directors' meetings;

(b) taking minutes of general meetings and directors' meetings;

(c) keeping the records of the Society in accordance with the Act;

(d) conducting the correspondence of the Board; and

(e) filing the annual report of the Society and making any other filings with the registrar under the Act.

Absence of secretary from meeting

6.6 In the absence of the secretary from a meeting, the Board must appoint another individual to act as secretary at the meeting.

Role of treasurer

6.7 The treasurer is responsible for doing, or making the necessary arrangements for, the following:

(a) receiving and banking monies collected from the members or other sources;

(b) keeping accounting records in respect of the Society's financial transactions;

(c) preparing the Society's financial statements; and

(d) making the Society's filings respecting taxes.

PART 7 – REMUNERATION OF DIRECTORS AND SIGNING AUTHORITY

Remuneration of directors

7.1 These Bylaws do not permit the Society to pay to a director remuneration for being a director, but the Society may, subject to the Act, pay remuneration to a director for services provided by the director to the Society in another capacity.

Signing authority

7.2 A contract or other record to be signed by the Society must be signed on behalf of the Society

(a) by the president, together with one other director,

(b) if the president is unable to provide a signature, by the vice-president together with one other director,

(c) if the president and vice-president are both unable to provide signatures, by any 2 other directors, or

(d) in any case, by one or more individuals authorized by the Board to sign the record on behalf of the Society.

Part 8 - Dissolution of The Rabbit And Cavy Breeders' Association of British Columbia

8.1 If the society is dissolved, all assets will be distributed to selected British Columbia, Alberta, Saskatchewan or Manitoba Rabbit and/or Cavy Associations.

DISTRICT OF BARRIERE
Grant Application – Organizations

Organization Official Name: BARRIERE TRAILS SOCIETY

Mailing Address: [redacted]
BARRIERE BC

Phone: 604-791-3668 Fax: _____ Email: [redacted] hotmail.com

Contact Person: HARRY WALDRON Title: PRESIDENT

Briefly describe your organizations purpose: TO BUILD, PROMOTE, & MAINTAIN TRAILS IN & AROUND BARRIERE

Briefly describe how the requested grant money will be used: TO UPGRADE, SIGN, BUILD & PROMOTE DUNSMUIR TO BTR NEW TRAIL

What amount of Grant-in-Aid is being requested? $ 500.00

Total organization operating budget for current year $ UNKNOWN (WORKING WITH MAYOR & COUNCIL)

Total budget for project the grant is being applied for $ UNKNOWN (WORKING WITH MAYOR & COUNCIL)

Did you receive a Grant-in-Aid last year Yes ✓ No _____

If **yes**, what was the amount of the grant? $ 500.00

Attachments: Please provide the following to your application (if available):

Financial Statement, Current Year Budget, Project Budget

Please forward completed application by mail to: District of Barriere, Box 219, Barriere, B.C. V0E 1E0 or in person at "The Ridge Building" at 4936 Barriere Town Road, or by fax to 250-672-9708. Applications must be received by the first Monday of the month to be considered in that month.

INTERNAL OFFICE USE: Approved Amount Approved: _____ Denied

Barriere Trails Society

Financial Statements

For the year ended March 31, 2025

Barriere Trails Society
INCOME STATEMENT
April 1, 2024 - March 31, 2025

	2025
REVENUE	
Membership dues	$ 850
Donations & Other	11,871
Total	12,721
EXPENSES	
Advertising & Promotions	182
Bank charges and Interest	120
Insurance	140
Licences, Dues & Fees	132
Office Supplies	482
Total	1,056
NET INCOME	$ 11,665.00

Barriere Trails Society
BALANCE SHEET

as at March 31, 2025

	2025
ASSETS	
Current	
Bank	$ 11,665
NET ASSETS	
Operating Funds	$ 11,665

BARRIERE AND AREA
CHAMBER OF COMMERCE

April 14, 2026

Dear Mayor and Council,

I am writing on behalf of the Chamber to provide a summary of past inquiries and to highlight some of the challenges encountered while attempting to lease Unit 4.

Over the course of our efforts, we showed Unit 4 to a minimum of seven interested parties and responded to one additional inquiry via email. The interested parties included [redacted]

While there was consistent interest in the space, several common concerns were raised that ultimately impacted leasing decisions. These included a preference for a more open layout, the absence of internet service, lack of a dedicated reception area, concerns regarding heating, absence of a kitchen, and the lack of windows in the office spaces.

With respect to heating, I made direct inquiries regarding the system and thermostat location with Chris Matthews and Jamie Mosdell to provide accurate information to prospective tenants.

Each interested party was advised to direct further inquiries to the DOB regarding the feasibility of space modifications, as well as any associated costs. Despite these efforts, the identified limitations of the space remained a significant factor for prospective tenants.

Additionally, the Chamber would be interested in working with the DOB to establish a commission structure should we be successful in attracting a suitable tenant for Unit 4. As discussed in a previous meeting, a commission in the range of 15–20% would be of interest, and we would welcome the opportunity to formalize such an arrangement.

We hope this summary provides useful context regarding the challenges faced in leasing Unit 4. Please do not hesitate to reach out should you require any additional information.

Sincerely,
Lianne Hamblin (as per board of directors)

Lianne Hamblin

Chamber Manager
Barriere & Area Chamber of Commerce.

BARRIERE AND AREA
CHAMBER OF COMMERCE

April 7, 2026

Dear Mayor and Members of Council,

On behalf of the Barriere & Area Chamber of Commerce, I am writing to respectfully request that the Mayor and District Council of the District of Barriere consider establishing a standing agreement, pursuant to Section 26 of our current lease, to permit the Chamber to sub-lease or rent its office space to Chamber members.

This request is made with consideration for new businesses entering our community. Allowing the Chamber to sub-lease office space would provide these businesses with an accessible and supportive starting point, helping them become established and contributing to the economic vitality of our town.

In addition, the rental income generated from the office space represents a primary source of revenue for the Chamber. These funds are essential in enabling us to meet our operational expenses and continue delivering programs, services, and advocacy that benefit the local business community.

We believe that this arrangement would be mutually beneficial—supporting entrepreneurship and economic development while ensuring the Chamber remains financially sustainable in its role as a community partner.

We appreciate your consideration of this request and would welcome the opportunity to discuss it further at your convenience.

Sincerely,

Lana Laskovic

Lana Laskovic
President
Barriere & Area Chamber of Commerce

Councillor Lodge Report

In absense

- Hello from Phoenix - Go Jays
- Attended the Easter Egg Hunt and helped Jamie at the Rec Committee table with the kids decorating their easter baskets
- Attended a meeting with the Chamber, Mr. Drexler and Mayor Kerslake
- Attended the C2C
    - My takeaway is that everyone is willing to collaborate, “Walk Together” but as discussed there needs to be an Action Plan or the discussions will not really amount to the actual potential of the ideas/plans
- Spring Granting complete for the North Thompson Communities Foundation
    - Lots of great initiatives supported
    - Gracious $10,000 donation from Carman and Barb Smith for our Legacy in Motion campaign
- Attended Rec Committee Meeting
    - Discussed Stakeholders gathering
    - Discussed Block Party, June 20 - anyone wanting to help/volunteer please contact Jamie
    - We discussed the need to purchase a Square Terminal for all District Recreation activities. Multiple events are held where we need to collect revenue on debit and/or credit cards
        - **Requesting to Mayor and Council that the District pay for half of the machine, which is approx. $400 before taxes.**
        - **Requesting $250 and the Rec Committee will pay the remaining amount.**
- Home on the 27th to turn around on the 28th to go to SILGA in Revelstoke

25 March 2026

Code No.: 140

District of Barriere
Tax Department
PO Box 219
Barriere, BC V0E 1E0

Attention: Tax Collector/Financial Officer

Re: **(1) Notification of Preliminary Grant Calculation for 2026 and;**
(2) Potential Changes to the Grant Payment for Land & Buildings in Future Years

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In accordance with Order in Council 449/2024, the preliminary calculation of BC Hydro's grant to be paid to your municipality for 2026 is $29,902.75 which is comprised of the amounts shown in the table below. The total amount reported represents our determination of the grant payable for 2026 as at the date of this letter.

Order in Council 449/2024 sets out the parameters for calculating the maximum amount of the annual grant that BC Hydro is authorized to pay to a municipality while providing us with the discretion to pay a lesser amount. The total amount reported is the maximum that BC Hydro is authorized to pay to your municipality for 2026. Order in Council 449/2024 stipulates that the annual grant must be paid on or before November 30.

Grant: Land & Buildings	$ 2,141.38
Deduct: Prior-Year Overpayments	- 1,334.82
Grant: 1%-of-Revenues	29,096.19
Total Net Grant for 2026	$ 29,902.75

Please review the enclosed 2026 Municipal Grant Schedule. The grant for each folio is a payment in lieu of general municipal, local improvement and regional district property tax levies. The grant calculation for 2026 for each folio is based on the applicable 2025 assessed values and 2025 tax rates from the prior year. If it appears there is an error or omission, please contact me and provide details so that I can investigate and make an amendment, if appropriate.

BC HYDRO
British Columbia Hydro and Power Authority, 13th Floor - 333 Dunsmuir Street, Vancouver, BC V6B 5R3
Phone: 604-220-3241 (cell) ~ e-mail: seymour.douglass@bchydro.com

Only those land and improvements with assessed values that are assigned an Exemption/Taxation Code of 41, 46 or 48 in the current year are subject to the grant-in-lieu. Note that any assessed values that are assigned an Exemption/Taxation Code of 42, 44 or 45 are deemed to be covered under our 1%-of-revenue grant payment.

Potential Changes to BC Hydro's Grant Payment for Land & Buildings in Future Years

As you will recall from our previous notifications, BC Hydro is concerned about the overall trend of significant increases in recent years to the Land and Buildings component of our grant payments. We are exploring options that would provide BC Hydro with greater cost certainty and more stable and manageable grant payments going forward. This review is ongoing, and we will reach out through a separate communication when we have further updates to share.

If you have any questions, please contact me at 604-220-3241 or by email at seymour.douglass@bchydro.com

Yours truly,

Seymour Douglass,
Property Tax Advisor

Attachment (2026 Municipal Grant Schedule)

BC HYDRO
British Columbia Hydro and Power Authority, 13th Floor - 333 Dunsmuir Street, Vancouver, BC V6B 5R3
Phone: 604-220-3241 (cell) ~ e-mail: seymour.douglass@bchydro.com

BC hydro

Property Tax and Assessment

2026 Municipal Grant Schedule

March 25, 2026

JURISDICTION **345** **District of Barriere**

Folio Number				Assessed Values TC	PC	Land	PC	Imprv	Total	Grants General	Reg. Dist.	Other	Loc. Impr.	Adjust.	Total
23	73	345	01520.010	41	02	75,800	02	10,600	86,400	1,641.31	500.07	(1,334.82)			806.56
				41	06	129,000			129,000						
				46	02	17,100			17,100						
SUBTOTAL						221,900		10,600	232,500	1,641.31	500.07	(1,334.82)			806.56
REVENUE GRANT															29,096.19
DAMS / RESERVOIR GRANT															
TOTAL										$1,641.31	$500.07	($1,334.82)	$0.00	$0.00	$29,902.75

GRANT RATES:

Grant Description	Applies To	01	02	03	04	05	06	07	08	09
General Municipal	All	2.41605	8.48033				5.91932			
Regional District	All	0.73724	2.58033				1.80623			

GRANT COMMENTS:

Roll #01520.010: There is a deduction of $1,334.82 applied to the 2026 grant in order to recover overpayments of the 2023, 2024 and 2025 grants. The grants paid in the prior years were calculated based on the pre-appeal assessments for this folio. We subsequently received PAAB Decisions that changed the property classification for a portion of this folio such that we overpaid the maximum authorized grants for 2023, 2024 and 2025.

The assessed values for Roll #01520.010 reflect the changes issued in a 2025 Property Assessment Appeal Board Decision for this folio.

Grants for each folio for 2026 are calculated using assessed values for Land & Buildings from the prior year (2025) and tax rates for general municipal, regional district and local improvement purposes from the prior year (2025). Improvements that are used by BC Hydro in the generation, transmission or distribution of electricity are exempt from the Grants.

Barriere
Fire
Rescue

INCLUDING A RADON PRESENTATION

Open House

EVERYONE WELCOME

THE DETAILS:

- Barriere Fire Hall
- April 23rd
- 6:00PM - 8:30PM
- BBQ BY DONATION

RADON PRESENTATION:

- RADON PRESENTATION: Radon 101: What Homeowners need to know
- From 7PM -7:30PM

MORE FUN:

- GAMES FOR KIDS
- FIRE TRUCK RIDES
- RECRUITMENT SIGN UP
- FIRE PREVENTION & FIRESMART INFORMATION
- COMMUNITY INFORMATION

April 17, 2026

1328340

Via email: tbuchanan@barriere.ca

Their Worship Rob Kerslake
Mayor of the District of Barriere
4936 Barriere Town Rd
Barriere BC V0E 1E0

Dear Mayor Rob Kerslake:

Thank you for your letter of February 24, 2026, regarding the 2026 BC Farmer's Market Nutrition Coupon Program. I am responding on behalf of the Honourable Josie Osborne, Minister of Health. I appreciate your patience, and apologize for the delay in responding, as year-end funding decisions could not be confirmed or communicated until after March 31, 2026.

I am pleased to advise that the BC Association of Farmers' Markets (BCAFM) has been provided with $4.25 million enabling the Farmer's Market Nutrition Coupon Program to continue delivery in 2026.

Thank you for writing to the Ministry of Health on this matter. Should you have any questions or require further information, please contact the BCAFM as shown below:

Email: info@bcfarmersmarket.org
Mailing Address:
BC Association of Farmers' Markets
208 - 1089 West Broadway
Vancouver, BC V6H 1E5
Phone: 604-734-9797

Sincerely,

Maryna Korchagina
Assistant Deputy Minister
Population and Public Health Division

Ministry of Housing
and Municipal Affairs

Local Government Division
PO Box 9838 Stn Prov Govt
800 Johnson St, 6th Floor
Victoria BC V8W 9T1

CIRCULAR

April 2, 2026 CLIFF: 190646

To: All Chief Administrative Officers and Corporate Officers:

Re: Bill 17 Housing and Municipal Affairs Statutes (Codes of Conduct) Amendment Act, 2026, and Bill 18 Housing and Municipal Affairs Statutes (Parental Leave) Amendment Act, 2026

On April 2, Bill 17 and Bill 18 were introduced in the Legislature. These Bills propose to amend various sections in the *Community Charter*, *Local Government Act*, and the *Vancouver Charter*, with consequential amendments to the *Islands Trust Act* and *Cultus Lake Park Board Act.*

The purpose of this circular is to provide an overview of the changes made to legislation regarding codes of conduct and parental leave for local elected officials. Some of the amendments come into effect right away, while others will come into effect after the 2026 general local elections.

We encourage local governments to review the amendments and consider how they may incorporate the changes into training and orientation materials for new councils and boards following the 2026 general local elections. Further guidance to help you prepare for these changes will be made available in summer and early fall of 2026.

Code of Conduct Key Changes:

- Authority for the province to prescribe a code of conduct by regulation that applies to all local governments in B.C.
- Requirement for all local elected officials to comply with a Provincial code of conduct established by regulation.
- Establishes a code complaint, investigation and sanction process in legislation.
- Requirement that code of conduct complaints be referred to an investigator.
- Authorities of investigators on receiving a code complaint is prescribed in legislation.
- Sanctions that may be recommended by an investigator for a code breach.

- If an investigator report recommends sanctions, the report is considered at a closed meeting.
- If a council or board decides to not impose the recommended sanctions, they must provide reasons for its decision that are included in a public summary.
- Public reporting requirements for code complaints to support transparency and accountability.

Parental Leave Key Changes:

- Provides 26 consecutive weeks of parental leave for local elected officials due to the birth or adoption of a council or board member's child or children.
- Allows local elected officials to start their leave as early as 4 weeks ahead of the expected birth or adoption.
- Entitles local elected officials to full remuneration during their parental leave but provides the option to decline remuneration, if they wish to do so.
- Ensures local elected officials are not disqualified for missing council or board meetings during their parental leave.
- Provides that local elected officials on parental leave continue to hold office but cannot exercise any power or duty as an elected official while on leave, meaning they cannot participate in local government decision making while on leave. They will still be able to participate in community events or similar activities allowing them to stay connected within their communities.
- Allows the minister to take certain actions to ensure that quorum can still be met while an elected official is on parental leave.
- Establishes that parental leave ends after 26 consecutive weeks or the end of the term; whichever is earlier.
- Retains local governments' ability to establish their own parental leave policies that go beyond the provincial minimum entitlement.

If you have questions regarding the amendments related to the local government legislation, please contact our Governance and Structure Branch by phone at: 250-387-4020 or by email at LGGovernance@gov.bc.ca.

This circular is provided for information only and should not be considered legal advice or be a substitute for legal advice.

I will provide another update when further guidance and resources for local governments are available on our website beginning in summer 2026.

Yours truly,

Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Housing and Municipal Affairs