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 August 31, 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 August 31, 2026, Regular Council Meeting Agenda.

2. **ADOPTION OF MINUTES**

   a. That Council adopt the minutes of the August 10, 2026 Regular Council Meeting.

3. **PETITIONS, DELEGATIONS AND SPECIAL PRESENTATIONS** – *none scheduled*

4. **STAFF REPORTS**

   a. 2026 Q3 Strategic Plan 2026-2028 Update – D. Drexler, CAO
   **submitted for information*

   b. Roads Department Progress Update – Public Works Manager/CAO
   **submitted for information*

   c. Capital Projects Update – J. Mosdell, DCO
   **submitted for information*

5. **BYLAWS and POLICIES**

   a. DRAFT Officers & Delegation of Authority Bylaw No. 278 – D. Drexler, CAO
   Recommendations:

   1. THAT Officers & Delegations of Authority Bylaw No. 278 be adopted; and

   2. THAT the following Policies be rescinded:
   • Policy No. 18 – Budget Transfer Authority;
   • Policy No. 21 – Remote Access Policy;
   • Policy No. 26 – Accounting Software Access Policy;
   • Policy No. 28 – Freedom of Information and Protection of Privacy;
   • Policy No. 30 – Human Resources Basics Policy; and
   • Policy No. 38 – Staff Training and Development Policy.

   b. DRAFT Permissive Tax Exemption Bylaw No. 279 – Societies 2027 – T. Buchanan, CO
   Recommendation: THAT Permissive Tax Exemption Bylaw No. 279 be adopted.

c. DRAFT Permissive Tax Exemption Bylaw No. 280 – Places of Worship 2027 – T. Buchanan, CO
Recommendation: THAT Permissive Tax Exemption Bylaw No. 280 be adopted.

6. **CORRESPONDENCE**

a. For Information

b. For Action *- none submitted*

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

13. **RECONVENE OPEN MEETING**

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

15. **NEXT MEETING –** *September 21, 2026 @ 5:30pm*

16. **ADJOURNMENT**

DISTRICT OF BARRIERE
MINUTES OF A REGULAR COUNCIL MEETING
Held on Monday, August 10, 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	Councillor Donna Kibble - *absent*
	Councillor Louise Lodge	Councillor Colin McInnis
	Councillor Brody Mosdell	Councillor Scott Kershaw
Staff:	Daniel Drexler, Chief Administrative Officer	Tasha Buchanan, Corporate Officer
	Kathy Abel, Chief Financial Officer	Jamie Mosdell, Deputy Corporate Officer
	Chris Matthews, Public Works Manager	Alexis Hovenkamp, Fire Chief – *via zoom*

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 August 10, 2026, Regular Council Meeting Agenda.

CARRIED

2. **ADOPTION OF MINUTES**

a. Moved by Councillor Lodge
Seconded by Councillor Armstrong
That Council adopt the minutes of the July 20, 2026 Regular Council Meeting.

CARRIED

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

a. Trekor Metals Ltd. re: Detailed Project Description – Korah DeWalt-Gagnon and Ursula Johnston

Ms. Johnson and Ms. DeWalt-Gagnon provided a general update of Trekor Metals Ltd. (previously known as Taskeo Mines Ltd.) which included:

- Taseko Mines Limited has rebranded as Trekor Metals Limited, with the Yellowhead Project continuing under the Trekor name.
- an update on the Yellowhead Project Detailed Project Description (DPD) and the project's progress through the BC Environmental Assessment process.
- 2026 Economic Impact Study estimates approximately 3,030 direct construction jobs (8,815 total direct, indirect and induced) during the 2–3 year construction period, and approximately 525 direct jobs (3,305 total) during the anticipated 25-year operating life of the mine. The study estimates an average salary of approximately $153,000/year and $138 million/year in labour income within the TNRD.
- advised that approximately 70% of the project's economic activity is anticipated to occur within the Thompson-Nicola Regional District.
- The DPD incorporates feedback received through public, First Nations and government engagement, with key areas of public concern including water quality and use, wildlife

and habitat, air quality, noise, community and health impacts, economic impacts, greenhouse gases/climate change and the proposed transmission line.
- public feedback resulted in refinements to the preferred transmission line route, including changes intended to reduce impacts on private properties, ranching operations, community areas and viewscapes, and to increase separation from the Bridge Lake community.
- outlined upcoming community engagement, including a 100 Mile House information session on September 22, BC Environmental Assessment Office public engagement during Process Planning, and ongoing monthly Coffee and Conversation events in Barriere.

b. Barriere Legion No. 242 re: Request for Remembrance Crosswalk Installation – Maryann Shewchuck

Ms. Shewshuck provided an overview of her request that Council consider installing a Remembrance Crosswalk in Barriere, preferably near the Barriere Legion. The Legion proposes that the design include the words "In Honour of Those Who Served" in english on one end, and in Secwepemc with a translation still to be determined. General discussion ensued regarding location (Legion is suggesting the converting the current crosswalk between BEEM and Canada Post), installation and maintenance costs. The Legion suggested that the initial install would be fundraised by the Legion with the maintenance responsibilities to be discussed between the parties.

4. **STAFF REPORTS**

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

Council was provided an overview of the written report.

5. **BYLAWS and POLICIES**

a. DRAFT Officers & Delegation of Authority Bylaw No. 278 – D. Drexler, CAO

Moved by Councillor Lodge
Seconded by Councillor Armstrong
THAT Officers & Delegations of Authority Bylaw No. 278 be given 1st, 2nd and 3rd readings.

CARRIED

b. DRAFT Permissive Tax Exemption Bylaw No. 279 – Societies 2027 – T. Buchanan, CO

Moved by Councillor Mosdell
Seconded by Councillor Lodge
THAT Permissive Tax Exemption Bylaw No. 279 be given 1st, 2nd and 3rd readings.

CARRIED

c. DRAFT Permissive Tax Exemption Bylaw No. 280 – Places of Worship 2027 – T. Buchanan, CO

Moved by Councillor Mosdell
Seconded by Councillor Lodge
THAT Permissive Tax Exemption Bylaw No. 280 be given 1st, 2nd and 3rd readings.

CARRIED

6. **CORRESPONDENCE**

   a. <u>For Information</u>

   b. <u>For Action</u> *- none submitted*

7. **COUNCIL REPORTS**

   a. Councillor Kershaw – Highway 5 Traffic
      - A number of residents in the community have brought the issue of increased traffic volume being experienced largely due to the summer tourist traffic, combined with the highway closures of other travel pathways impacted by ongoing wildfires. This was compounded last week when the Ministry had to make some emergency repairs to the Hwy 5 Bridge.

   b. Councillor Armstrong provided a verbal update on the following:
      - Noted agreement on the traffic issue during these types of events and suggested that the Ministry consider traffic control measures on the highway through the boundary of Barriere.
      - Suggested boosting our Emergency Response Plan messaging on our website.

   c. Councillor Lodge provided a verbal update on the following:
      - Attended the Men's Shed Key Handover Ceremony
      - Attended the Children's Art Festival in Clearwater
      - Would like to invite the TNRD Area 'O' Director to a meeting once per year for the purpose of providing Council with annual reports.
      - Attended the Legion Golf Fundraiser
      - Begun Barriere Blooms Contest Judging with Ms. Mosdell and Ms. Baggio.

   d. Councillor McInnis provided a verbal update on the following:
      - Attended Legion Golf Fundraiser
      - Met with a member of the local RCMP as a Liaison
      - Provided a written report to Council via Email regarding the feasibility of establishing a Municipal Housing Corporation.

8. **MAYOR'S REPORT**

   Mayor Kerslake provided a verbal update on the following:
      - Attended the BC Summer Games where his daughter was appointed as a Torch Bearer for the Games.
      - Met with members of Council and the District of Clearwater regarding the ongoing issue of Physician recruitment and retention in our communities. Suggested a joint lobbying letter campaign with the various community leaders including the local MLA and MP.

9. **CONSIDERATION OF DELEGATION REQUESTS**

   a. <u>Barriere Legion – Request for Installation of Remembrance Crosswalk</u> – it was agreed that more research needs to be done to ensure that Council has all the necessary information such as longevity of the red paint and stenciled wording, the costs to keep that appearance to a standard that will likely have higher expectations from the public, and most appropriate location. Overall, Council supported the installation in principle, and will await the additional information from staff.

10. **PUBLIC INQUIRIES** – *none submitted.*

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

12. **CONVENE INTO CLOSED SESSION**

Moved by Councillor Lodge
Seconded by Councillor Armstrong
THAT pursuant to Sections 90(1)(c)(e)(k) of the Community Charter, that the public interest requires that persons other than Council Members and required staff be excluded from the meeting and that Council continues the meeting in closed session to discuss confidential matters at 6:55p.m.

CARRIED

13. **RECONVENE OPEN MEETING** - @ 8:25p.m.

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

15. **NEXT MEETING –** *August 31, 2026 @ 5:30pm*

16. **ADJOURNMENT**

Moved by Councillor Lodge that the meeting adjourn at 8:25p.m.

CARRIED

Mayor Rob Kerslake	T. Buchanan, Corporate Officer

District of Barriere

REPORT TO COUNCIL
Memorandum

Date: August 31, 2026	**File:** 530.20/Rpts
To: Council	**From:** Chief Administrative Officer
Re: 2026 Q3 Strategic Plan 2026-2028 Update	

Purpose
To provide Council with an update on the 2026-2028 Strategic Plan.

Background
Council established the rolling 2026-2028 Strategic Plan in January 2026. The attached working copy of the Plan provides a breakdown of the projects, the number of staff hours/days estimated that are needed for the full project from beginning to end (and the remaining hours/days), as well as the progress made to date.

Below is a high-level update on the key Priorities:

Priority #1: Implement an Organizational Asset Management Program

- Strategic Priorities Fund (SPF) application for the Asset Management Investment Plan (AMIP) was not successful. FCM and UBCM do not offer asset management grant funding at this time (used to be for 50% up to $25,000). As part of the next Strategic Planning session, Council should consider self-funding the project.
- Council adopted basic reserve contribution policy in July 2026 for roughly $500,000 annually, which is intended to provide a starting point for annual budget planning until the AMIP and resulting Financial Investment Policy are finalized.
- Open House was held in January 2026 which included Asset Management components. Reserve Contribution policy is in place as an interim measure. At the next Strategic Planning session further education options should be discussed for 2027 and beyond.

Priority #2: Fiscally Responsible Operations

- SPF application for the Fire Hall project was not successful. This will need to be further discussed as part of the next Strategic Planning session as there is a considerable amount of funding and resources needed to a) purchase a new engine and b) find a solution for a hall over the coming Council term.
- Incoming Council should review options for equitable tax rate adjustments and permissive tax exemptions as part of Strategic Planning and budget 2027.
- Working with one mobile home park regarding centralizing solid waste collection as a proof of concept and collecting data on efficiencies for future service level adjustments.
- Two winter road vehicles and related parts are procured. Sand storage shed is engineered and should be constructed before mid-October. Sand procurement is in process.

- Financial Transaction Authorization Policy has been adopted. Officers and Delegation of Authority Bylaw includes other streamlining of processes and procedures. Holistic reviews are intended to codify current practices, implement industry standards, and create efficiencies to maximize resources.

Priority #3: Create Opportunities for Community Growth

- Waste Water Treatment Plant (WWTP) – Construction RFP was awarded. Construction commenced in August with substantial completion targeted for early 2027.
- Wastewater and Water Master Plan updates were not approved for SPF grant funding. At the next Strategic Planning session, the incoming Council may need to consider self-funding a portion of the project or an alternate strategy.

Priority #4: General Governance and Community Engagement

- Official Community Plan (OCP) Refresh is complete. Intent is to review Zoning, Development Cost Charges (DCC) and Amenity Cost Charges (ACC), and any other related potential policies and bylaws for alignment in 2027. May require additional funding to undertake a holistic review from an outside source.
- Regarding DCC's and ACC's – shifted Strategy for 2026 and 2027, low DCC's and no ACC's ensure potential developments are not stalled out currently. Instead focused on alignment of Building Permit fees for 2026.
- The housing workshop – at this stage, suggestion would be to discuss the intent of this workshop as part of the next Strategic Planning session.
- Supporting local partners: Men Shed Lease complete, Lower North Thompson Communities Foundation donor tree agreement complete, First Responders Bay 5 lease to be worked on next, targeted for early 2027.
- Memorial Wall substantially complete.

Next Steps

- Financial Planning Session(s) in November / December 2026

Attachments

1. 2026 Q3 Strategic Plan Update

Prepared by:
D. Drexler, Chief Administrative Officer

District of Barriere Projects

August 5, 2026

In Progress

		Program Type		Capacity Requirements					Project Delivery	
		Initiated by	Capital Program?	Estimated costs	Staff hours - Total	Staff days - Total	Staff hours - Remain	Staff days - Remain	Sponsor	Percent complete
	Priority #1: Implement an Organizational Asset Management Program									
	Goal 1. – Assess Current Practices and State of Our Assets									
	a.Complete review of Current Practices and make recommendations on how to address any gaps by the end of 2027.	Council			80	10.7	70	9.3	CAO	30 %
	b.Provide a review of our Assets and long-term annual investment needs for Council and Public Information by the end of 2027.	Council			40	5.3	40	5.3	CAO	0 %
	Goal 2. Develop Asset Management Policies									
	a.Asset Management Investment Plan (AMIP)	Council		$ 50,000	80	10.7	80	10.7	CAO	25 %
	b.Asset Management Financial Investment Policy	Council			120	16.0	120	16.0	CAO	25 %
	Goal 3. – Communication of Asset Management Program to Public									
	a.Information is readily available to the public through various channels.	Council			60	8.0	40	5.3	CO	35 %
	b.At least one Open House on Asset Management has been held before the end of 2026.	Council			100	13.3	75	10.0	CAO	50 %
	c.Reasonable efforts have been made to educate the public on the purpose of Asset Management.	Council			20	2.7	18	2.4	CAO	20 %

Priority #2: Fiscally Responsible Operations									
Goal 1. – Develop a District Facilities Roadmap									
a.Present a short-term facilities strategy for Council consideration that aligns with the needs of the organization and are financially achievable in 2025/26.	**Council**			160	21.3	90	12.0	PW	**50 %**
b.Begin implementation of approved short-term components.	**Council**				0.0		0.0	PW	**15 %**
c.Include long term facilities needs in Asset Management plans.	**Council**			40	5.3	30	4.0	PW	**40 %**
Goal 2. – Develop a Strategy to mitigate cost increases and downloading pressures.									
a.Finalize a new Fire Services Agreement that works towards a more equitable and fair revenue component for the District.	**Council**			120	16.0	0	0.0	CAO/FC	**100 %**
b.Present options to Council on how the tax burden could be re-allocated over time to provide a more equitable solution to all taxation classes.	**Council**			200	26.7	140	18.7	CAO/CFO	**35 %**
c.Leonie Lake Dam – Present business case to reduce costs and liabilities to the District, while equally looking at revenue generation opportunities.	**Council**			100	13.3	0	0.0	PW	**100 %**
d.Enhance the available opening hours for the Bandshell Washrooms	**Council**			25	3.3	0	0.0	PW	**100 %**
e.Complete the utility billing conversion and solid waste collection review and present options to Council early in 2026 regarding next steps to communicate any potential billing changes to customers.	**Council**			100	13.3	75	10.0	CAO	**65 %**
f.Subject to 2026 budget approval, ensure that the all-year roads department is fully operational by October 2026 for winter operations.	**Council**			200	26.7	80	10.7	PW	**70 %**
g.Business cases to align current and future operational needs to increase efficiencies and capacity is presented for Council consideration.	**Council**			160	21.3	16	2.1	CAO	**95 %**
Goal 3. – Financial Confidence and Oversight are Rebuilt									
a.Financial Policies are presented for Council consideration.	**Council**			160	21.3	30	4.0	CAO/CO	**75 %**
b.The 2026 audit is on time.	**Council**			400	53.3	400	53.3	CFO	**25 %**
c.Financial software options are considered once the Thompson Nicola Regional District (TNRD) has made a decision on their products and potential sharing of	**Council**				0.0		0.0	CAO	**0 %**

Priority #3: Create Opportunities for Community Growth									
Goal 1. – Complete Wastewater Treatment Plant (WWTP) Project and SCADA System									
a.The new WWTP is operational by end of Q1 2027.	**Council**	**yes**	$ 5,000,000	400	53.3	300	40.0	PW	**35 %**
Goal 2. – Support Developments to Increase our Tax Base									
a.Development is enabled as much as possible for the 3 large parcels north of the Highway Bridge along the Highway 5 Corridor. Ideally both, water and wastewater, are available.	**Council**			240	32.0	200	26.7	CAO/PW	**15 %**
a.If REDIP grant is not receive, provide Council with options to fund the project (or part of the project) without any grant support	**Council**			80	10.7	60	8.0	CAO/PW	**60 %**
b.Council is presented with options for land swaps or right of way agreements with property owners if the project proceeds	**Council**			120	16.0	120	16.0	PW/CO	**5 %**
b.Active Transportation and Utility Right of Way corridors are established where feasible.	**Council**			120	16.0	100	13.3	PW/CO	**25 %**
c.Continuously review grant opportunities that would allow infrastructure expansion to underutilized areas, to allow for growth or to reduce operating costs.	**Council**				0.0		0.0	PW/CO	**25 %**
d.Present a high-level report to Council for possible options in relation to BC Hydro power redundance and potential revenue generation from the Leonie Lake Dam.	**Council**			120	16.0	0	0.0	CAO	**100 %**
Goal 3. – Complete critical Utility Bylaw and Utility Master Plan revisions									
a.Present a Wastewater Bylaw for Council consideration in Q1 2026.	**Staff**			240	32.0	0	0.0	PW/CO	**100 %**
b.Present a Water Bylaw update for Council consideration in 2025.	**Council**			120	16.0	0	0.0	CAO/CO	**100 %**
c.Wastewater Master plan update is started by end of 2027, funding dependent.	**Council**			400	53.3	400	53.3	CAO/PW	**15 %**
d.Water Master Plan update is started by end of 2027, funding dependent.	**Council**			400	53.3	400	53.3	CAO/PW	**15 %**

Priority #4: General Governance and Community Engagement									
Goal 1. – Increase Partnership with Simpcw First Nation									
a.Present an application for the Crown Land Tenure to both Councils for consideration.	**Council**			120	16.0	80	10.7	CAO/CO	**35 %**
b.If opportunities arise, present them to Council for consideration.	**Council**				0.0		0.0	CAO/CO	**20 %**
Goal 2. – Bylaws and legislated reports are complete									
a.The OCP is updated and presented to Council for consideration by end of 2025.	**Province**			240	32.0	0	0.0	CAO/CO	**100 %**
b.After the OCP is adopted and if changes to the Zoning Bylaw are required, the draft update Bylaw is presented to Council for consideration by end of 2027.	**Province**			400	53.3	400	53.3	CO	**5 %**
c.Development Approvals Bylaw is updated and presented to Council for consideration by end of 2026.	**Staff**			240	32.0	0	0.0	CO	**100 %**
d.Development Cost Charges Bylaw is updated and presented to Council for consideration by end of 2026.	**Staff**			400	53.3	400	53.3	CO	**10 %**
e.If appropriate, present an Amenity Cost Charges (ACC) Bylaw for Council consideration in 2027.	**Council**			200	26.7	200	26.7	CO	**0 %**
f.Parks Bylaw is updated and presented to Council for consideration by end of 2025.	**Council**			80	10.7	0	0.0	CAO/CO	**100 %**
g.Fire Bylaw is updated and presented to Council for consideration by end of April 2026, to include options for Council consideration on permitting cooking campfires in summer months.	**Staff**			120	16.0	80	10.7	CAO/FC	**33 %**
h.Accessibility requirements are met.	**Province**			200	26.7	180	24.0	CO	**10 %**
i.Host a housing workshop for Council by the end of Q2 2026.	**Council**			80	10.7	60	8.0	CO	**10**

	Goal 3. – Enhanced Engagement with the Community and our Partners									
	a.Communications regarding District projects are enhanced on the platforms that our citizens are wanting to be engaged on. a. Present a report to Council for consideration in Q1 of 2026 to potentially: i. Establish a Social Media presence, for example on Facebook. ii. Provide regular "Did You Know?" updates through eNews and Social Media. 1. To include Animal Control messaging iii. Other engagement opportunities such as pamphlets and open houses	**Council**			100	13.3	0	0.0	CO	**100** %
	b.Support our local community partners and enable them to provide a benefit to the community on behalf of the District	**Council**			120	16.0	40	5.3	CAO/CO	**80** %
	c.Establish a mechanism to solicit input from the Youth in our community.	**Council**			120	16.0	120	16.0	CO	**10** %
	d.If funding from REDIP is secured, negotiate a contract with the Chamber to provide the services, and present the agreement for Council consideration.	**Chamber**			80	10.7	0	0.0	CO	**100** %
	e.In partnership with the Chamber, present a wayfinding strategy for Council consideration by the summer of 2026.	**Council**			40	5.3	0	0.0	CO	**100** %
	f.As part of the budget, present options to strategically narrow Barriere Town Road by the Ridge facility at the intersections and crosswalk for traffic calming purposes.	**Public**			60	8.0	0	0.0	PW	**100** %
	g.Complete the Memorial Wall in the cemetery in 2026, subject to funding from external parties.	**Public**			80	10.7	24	3.2	PW	**75** %

Goal 4. - Raise the District's Profile									
a.Create a Policy that includes external opportunities for community support, including Scholarships for Grads, Volunteer of the Year, Freedom of the Municipality, etc.	**Council**			120	16.0	0	0.0	CO	**100** %
b.Create a Policy that addresses consistent staff appreciation approaches, including Long Service Awards, Retirements, Hiring, Bereavement, Christmas Thank You, Corporate Wear/Swag, etc.	**Council**			120	16.0	110	14.7	CO	**5** %
c.Host a workshop by the summer of 2026 with key community partners like non-for profits and main employers to further understand their service and needs.	**Council**			80	10.7	0	0.0	CO	**100** %
				TOTAL		**REMAINING**			
Capacity Required:			**$ 5,050,000**	7405	987	**4578**	**610**		
Capacity Available:				1560	208	**1560**	**208**		
Capacity Deficit				5845	779	**3018**	**402**		

District of Barriere

REPORT TO COUNCIL
Memorandum

Date: August 31, 2026	**File:** 530.20/Rpts
To: Council	**From:** Public Works Manager Chief Administrative Officer
Re: Roads Department Progress Update	

Purpose
To provide Council with an update on the Roads Department.

Background
As part of the 2026-2028 Strategic Plan, Council, under Priority #2 Fiscally Responsible Operations, established Goal No 2 to “Develop a Strategy to mitigate cost increases and downloading pressures” which included the establishment of a Roads department with the following Result that Council wanted to see:

f. Subject to 2026 budget approval, ensure that the all-year roads department is fully operational by October 2026 for winter operations.

Since the budget approval, Staff have procured an International plow truck, a Ford F450 pickup truck with snow clearing equipment, and have filled a Public Works Coordinator position.

Currently in progress are the construction of the sand storage shed (with the completion expected in October 2026), the hiring of a Public Works Labourer 2 position, and sourcing of sanding materials. Overall, we are on track to substantially meet our established deadlines.

As Public Works team members previously were primarily focused on Parks related duties, Staff has also completed an assessment of our current Public Works employees, their skillsets, and an aptitude towards being part of a road maintenance program for winter and summer. An upskilling program has started to ensure that there are multiple staff that can operate a variety of equipment and vehicles. This ensures that team members are able to support each other across the various areas that make up our Roads, Parks & Facilities, and Solid Waste & Recycling program. A more formal fleet and equipment maintenance plan is also being explored to ensure that our vehicles and tools are functioning when we need them the most.

It has to be noted that the introduction of the roads program to this advanced level is bringing a lot of change to the organization and the team is adapting well to this challenge.

Budget:

As part of the 2026-2030 Financial Plan, to successfully establish the Roads Department, Council approved a $150,000 capital budget which included the procurement of equipment and tools and materials needed for the job, and the construction of the storage shed. Below is a high level summary of the expenses to date

Item	**Rough $ amount (inclusive PST)**
International Plow Truck	$48,000
Ford F450	$22,500
Various Smaller Tools & Equipment	$22,500
Sand Storage Design & Trusses	$7,000
Sand Storage Construction (estimated)	$25,000
TOTAL	$125,000

The next step is to procure an asset tracking platform that incorporates Global Positioning System (GPS) and the use of camera technology on some vehicles. The intent is to have readily available data on our key public-facing equipment to ensure complaints and feedback from the public are correctly addressed and potential insurance claims are mitigated. Further, the use of this technology will allow us to expedite reviews of alleged incidents which would result in more efficient operations.

A 3-year contract, to equip 12 vehicles with this system has an annual cost of roughly $8,500 plus taxes which include all of the hardware, full warranties and replacement for all devices installed, as well as an equipment monitoring system for proactive maintenance scheduling of our connected fleet devices. Future equipment can easily be added as well to the plan. During the initial 3-year contract we will review if the outcome was indeed as intended and if not, we would remove this system in future budget years once the contract expires.

There is full support from our frontline staff and CUPE for the installation of this system as it will not just help with snow clearing but also with solid waste and recycling collection and other public facing programs. This system would also support the protection of our frontline staff.

At present, with the GPS system included for 2026 the total projected cost would be $134,000, so still roughly $16,000 under budget.

Next Steps

- As outlined above.

Attachments

1. N/A

Prepared by:
C. Matthews, Public Works Manager
D. Drexler, Chief Administrative Officer

District of Barriere

Capital Projects Update
August 2026

Project Outline

- **Waste Water Treatment Plant (WWTP)**
- **Paving Program**
- **Winter Roads Department**
- **Turnout Gear**
- **Office Equipment & Technology**

Waste Water Treatment Plant (WWTP)

Status: In Progress – Construction Began on August 10th

Next Steps:

- In Progress — Construction
- 2027 Q1 — Completion
- 2027 Q1 — Start-Up

Total Approved Project Budget	Total DoB Funding - Committed	Total Other Funding (Grant, etc.) - Committed	Total Costs To Date	Total Costs Remaining	Other Funding Received To Date
$7,100,000.00	$1,886,624.00	$5,213,376.00	**$1,023,785.50**	**$6,076,214.50**	$341,465.40

Paving Program

Status: Phase 1 Road Repairs Completed

Next Steps:

September

- Complete asphalt pad for sand storage area
- Complete repairs to Lilley Road

Total Approved Project Budget	Total DoB Funding - Committed	Total Other Funding (Grant, etc.) - Committed	Total Costs To Date	Total Costs Remaining	Other Funding Received To Date
$75,000.00	$75,000.00	0	**$35,798.00**	**$39,202.00**	0

Winter Roads Department

Status: Equipment Purchasing Completed

Next Steps:

- In Progress — Hire Labourer 2 – Job posting closes on August 31st
- 2026 Q3 — Build sand storage shed
- 2026 Q4 — Operational

Total Approved Project Budget	Total DoB Funding - Committed	Total Other Funding (Grant, etc.) - Committed	Total Costs To Date	Total Costs Remaining	Other Funding Received To Date
$150,000.00	$150,000.00	$0	**$96,145.03**	**$53,854.97**	$150,000.00

Annual Firefighter Gear (Turnout Gear)

Status: Ongoing

- 2 sets of Turnout Gear will be ordered using Grant Funds as allocated from 2025 Grant allowance.

Total Approved Project Budget	Total DoB Funding - Committed	Total Other Funding (Grant, etc.) - Committed	Total Costs To Date	Costs Remaining	Other Funding Received To Date
$25,000.00	$25,000.00	$0	**$0**	**$25,000.00**	$15,000.00

Office Equipment & Technology

Status: Phase 3 Completed in August

Next Steps:

Phase 2: Review of Microsoft Licencing/Server/Antivirus/Security *Ongoing for remainder of 2026*

Phase 3: Wireless Access Point Replacements *Completed*

Total Approved Project Budget	Total DoB Funding - Committed	Total Other Funding (Grant, etc.) - Committed	Total Costs To Date	Total Costs Remaining	Other Funding Received To Date
$20,000.00	$20,000.00	0	**$14,257.99**	**$5,742.01**	0

Capital Plan

Project	Total Project Budget		Costs To Date	Costs Remaining	% Project Complete
Waste Water Treatment Plant	$	7,100,000.00	$1,023,785.50	$6,076,214.50	25%
Bandshell Washroom Upgrades	**$**	**5,000.00**	**$3,708.82**	**$0.00**	**100%**
Traffic Calming	**$**	**7,500.00**	**$7,644.18**	**$0.00**	**100%**
BBC Storage Room - Energy Retrofit	**$**	**7,500.00**	**$6,031.24**	**$0.00**	**100%**
Paving Program	$	75,000.00	$35,798.00	$39,202.00	50%
CN Rail - Hall Road	$	25,000.00	$0.00	$25,000.00	99%
Winter Roads Department	$	150,000.00	$96,145.03	$53,854.97	50%
Pump Replacement	**$**	**40,000.00**	**$33,523.03**	**$0.00**	**100%**
Turnout Gear	$	25,000.00	$0.00	$25,000.00	0%
Office Equipment & Technology	$	20,000.00	$14,257.99	$5,742.01	75%
Wayfinding Program Study	$	20,000.00	$7,750.00	$12,250.00	99%
Emergency Repair Contingency	$	100,000.00	$0.00	$100,000.00	0%
	$	**7,575,000.00**	**$1,228,643.79**	**$6,337,263.48**	

THANK YOU

DISTRICT OF BARRIERE
DRAFT - BYLAW NO. 278

A BYLAW TO ESTABLISH OFFICER POSITIONS AND TO DELEGATE CERTAIN POWERS, DUTIES, AND FUNCTIONS AS PROVIDED IN LEGISLATION

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

1. Title

1.1 This Bylaw may be cited for all purposes as the "District of Barriere Officers and Delegation of Authority Bylaw No. 278".

2. Definitions

2.1 In this bylaw, unless the context requires otherwise:

"Approving Officer" means the person appointed as the District's Approving Officer pursuant to the Land Titles Act.

"Builders Lien Act" means the *Builders Lien Act, SBC 1997, Chapter 45* as amended, revised, consolidated, or replaced from time to time.

"Business License and Regulations Bylaw" means the District's Business License and Regulations Bylaw No. 267 as amended, revised, consolidated, or replaced from time to time.

"Bylaw Enforcement Officer" means a person or persons appointed as a Bylaw Enforcement Officer for the District, otherwise authorized or appointed under the Offence Act, the Police Act, or the Community Charter, and every Peace Officer as defined in S.2 of the Criminal Code.

"Bylaw Notice Enforcement Bylaw" means the District of Barriere's Bylaw Notice Enforcement Bylaw No. 95 as amended, revised, consolidated, or replaced from time to time.

"Cannabis Control and Licensing Act" means the *Cannabis Control and Licensing Act, SBC 2018, Chapter 29* as amended, revised, consolidated, or replaced from time to time.

"Chief Administrative Officer" or "CAO" means the person appointed as the Chief Administrative Officer for the District, pursuant to the Community Charter;

"Chief Financial Officer" or "CFO" means the person appointed as the Financial Officer for the District, pursuant to the Community Charter;

"Corporate Officer" or "CO" means the person appointed as the Corporate Officer for the District, pursuant to the Community Charter;

"Community Charter" or "CC" means the *Community Charter, SBC 2003, c. 26*, as amended, revised, consolidated, or replaced from time to time.

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

“Criminal Code” means the Canadian *Criminal Code, RSC 1985, c. C-46*, as amended, revised, consolidated, or replaced from time to time.

"Department Head" means an exempt Employee of the District who is responsible for managing a specific department within the District on a senior level and who supervises Employees and oversees activities under that specific department.

“Development Applications Procedures Bylaw” means the District of Barriere Development Applications Procedures Bylaw No. 269 as amended, revised, consolidated, or replaced from time to time.

“District” means the District of Barriere

“Employee” means an exempt or union employee of the District, but does not include contractors, consultants, volunteers, or other such similar individuals hired to work on behalf of the District.

“Facility Lease Agreement” means a written agreement between a lessee and the District authorizing use of a municipal facility, generally for a long-term purpose.

“Facility Rental Agreement” means a written agreement between a renter and the District authorizing use of a municipal facility, generally seasonal or for short term (under one year) use.

“Financial Disclosure Act” means the *Financial Disclosure Act, RSBC 1996, Chapter 139* as amended, revised, consolidated, or replaced from time to time.

“Financial Plan” means the District of Barriere’s annual Financial Plan Bylaw as amended, revised, consolidated, or replaced from time to time.

“Freedom of Information and Protection of Privacy” or “FOIPPA” means the *Freedom of Information and Protection of Privacy Act*, *RSBC 1996, Chater 165* as amended, revised, consolidated, or replaced from time to time.

“Head” means the position designated as the Head of the public body for the purposes of the Freedom of Information and Protection of Privacy Act.

“Interpretation Act” means the *Interpretation Act, RSBC 1996, Chapter 238* as amended, revised, consolidated, or replaced from time to time.

“Land Titles Act” or “LTA” means the *Land Titles Act, RSBC 1996 c 250*, as amended, revised, consolidated, or replaced from time to time.

“Licence of Use Agreement” means a contract up to one year in duration between two parties to use land (or space inside of a building) for a specific purpose.

“Liquor Control and Licensing Act” means the *Liquor Control and Licensing Act, SBC 2015, Chapter 19* as amended, revised, consolidated, or replaced from time to time.

“Local Government Act” or “LGA” means the *Local Government Act, RSBC 2015, c.1*, as amended, revised, consolidated, or replaced from time to time.

“Manufactured Home Act” means the *Manufactured Home Act, SBC 2003, Chapter 75* as amended, revised, consolidated, or replaced from time to time.

“Municipal Ticketing Information Bylaw” means the District of Barriere’s Municipal Ticketing Information Bylaw No. 71 as amended, revised, consolidated, or replaced from time to time.

“Offence Act” means the *Offence Act, RSBC 1996, Chapter 338* as amended, revised, consolidated, or replaced from time to time.

“Peace Officer” shall have the same meaning as in the Interpretation Act, including Staff appointed as a Bylaw Enforcement Officer to enforce and administer this and other bylaws of the District, and any member of the Royal Canadian Mounted Police.

“Police Act” means the *Police Act, RSBC 1996, Chapter 367* as amended, revised, consolidated, or replaced from time to time.

“Procurement Policy” means the District of Barriere Procurement Policy No. 56FI as amended, revised, consolidated, or replaced from time to time.

“Statutory Officer” means a person appointed under the Community Charter and holding a position of statutory authority described in section 4 of this Bylaw, to carry out certain powers, duties, and functions as set out in this Bylaw.

“Strata Property Act” means the *Strata Property Act, SBC 1998, Chapter 43* as amended, revised, consolidated, or replaced from time to time.

“Strategic Plan” means the District of Barriere’s rolling Strategic Plan as amended, revised, consolidated, or replaced from time to time.

3. General

3.1. Except as otherwise defined in this Bylaw, any words or phrases herein will be construed with their respective meanings under the Community Charter, Local Government Act, and Interpretation Act, RSBC 1996, c.238, or any other applicable statutes, as the context and circumstances may require.

3.2. Headings in this Bylaw are for convenience only and must not be construed as defining, or in any way limiting the scope or intent of this Bylaw.

3.3. Any schedules attached to this Bylaw are for reference only, do not form part of this Bylaw, and do not limit the scope or intent of this Bylaw in any way.

3.4. A reference to a statute refers to a statute of the Province of British Columbia, and a reference to any statute, regulation, or bylaw refers to that enactment as amended, revised, consolidated, or replaced from time to time.

3.5. If any section, paragraph, or phrase of this bylaw is for any reason held to be invalid by a decision of a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

3.6. If there is a conflict between this Bylaw and:

a. a statute granting delegation of authority, that statute will prevail; or

b. another District bylaw or policy granting specific delegations of authority where such authority is also set out in this Bylaw, this Bylaw will prevail.

3.7. Unless a power, duty, or function of Council has been expressly delegated by this Bylaw or another District bylaw, all the powers, duties, and functions of Council remain with Council. Nothing in this Bylaw affects Council's authority to exercise any of the powers, duties, and functions delegated by this Bylaw or another District bylaw, or Council's authority to reconsider decisions delegated by this Bylaw or another District's bylaw in accordance with the District's appeal procedures.

4. General Delegation of Authority

Statutory Officers of the District

4.1. The persons holding Statutory Officers positions at the District pursuant to the Community Charter and that are also designated as "municipal employees" for the purposes of the Financial Disclosure Act, are as follows:

a. Chief Administrative Officer;

b. Corporate Officer; and

c. Chief Financial Officer.

4.2. The selection and appointment of the Chief Administrative Officer will be made by resolution of Council.

4.3. The selection of the Corporate Officer and the Chief Financial Officer will be made by the Chief Administrative Officer and appointed by resolution of Council.

4.4. The selection and appointment of a person as deputy to the Corporate Officer or to the Chief Financial Officer will be made by the Chief Administrative Officer.

4.5. Notwithstanding any other section of this Bylaw, or any other District Bylaw, only the persons holding positions set out in sections 4.1 are considered "Statutory Officers" for the purposes of section 152 of the Community Charter. A person appointed as a Statutory Officer's deputy or appointed to act in the place of a Statutory Officer from time to time, is not considered a Statutory Officer for the purposes of section 152 of the Community Charter.

Chief Administrative Officer

4.6. The Chief Administrative Officer is assigned the powers, duties and functions of Chief Administrative Officer under the Community Charter, including but not limited to:

a. carrying out the powers, duties, and functions specified in the Community Charter and other provisions applicable to the Chief Administrative Officer in other enactments;

b. carrying out and administering any powers, duties, and functions set out under this Bylaw;

c. coordinating, motivating, directing, and supervising Department Heads and establishing their duties and responsibilities;

d. administering exempt Employees' compensation in accordance with the corporate policies and budgets established by Council;

e. subject to Council approval, negotiating all collective agreements;

f. developing and recommending for Council approval any policies dealing with nonadministrative matters, as directed by Council, and may initiate such policies for consideration by Council;

g. implementing all Council approved policies and directives;

h. developing, approving, and implementing policies, procedures, and practices dealing with administrative matters;

i. developing, approving, and implementing policies, procedures, and practices dealing with technological and information security matters;

j. preparing and submitting reports and recommendations as may be required by Council;

k. taking whatever legal actions or measures are deemed necessary to respond to an emergency;

l. during closed meetings, where the Corporate Officer or their designate are excused from the meeting or part of the meeting, acting in the Corporate Officer's place for the purposes of ensuring accurate minutes of the closed meeting are recorded, maintained, and kept secure;

m. the authority to assign additional responsibilities to a Statutory Officer, including acting on behalf of another Statutory Officer in their absence;

n. to declare an item other than real property as surplus for asset disposal once the useful life of the item has been reached. Further, in special circumstances where a reasonable trade value of $1,000 or less is achievable for an item, the Chief Administrative Officer may determine to not undertake a public auction as per the Asset Disposal Policy; and

o. the authority to transfer up to $25,000 of budgeted funds between operational items and/or capital items, except transfers from a particular reserve or restricted surplus.

<u>Corporate Officer</u>

4.7. The Corporate Officer is assigned the powers, duties, and functions of the corporate officer under the Community Charter.

4.8. The Corporate Officer, is authorized by Council to:

a. issue any development variance permits, including Minor Development Variance Permits, as defined in the Development Applications Procedures Bylaw;

b. issue or acquire any legal documents or other permits on behalf of the District, as directed by Council;

c. give, publish, post, deliver, and administer any notice required or authorized by an enactment, bylaw, resolution, agreement or other lawful authority of the municipality; and

d. administer a records management program for the District, which includes but is not limited to the creation of policies, procedures, and manuals to provide for the systematic control of the creation, use, maintenance, storage, security, retrieval, and disposition of records created or received by the District in the conduct of its operations.

4.9. The Corporate Officer is assigned the responsibility for administering civic elections and other voting procedures as the Chief Election Officer unless otherwise appointed by Council.

4.10. A power to give notice under this section includes the power to exercise any associated discretion conferred on Council by the relevant section in respect of the notice, including to determine the form and content of the notice and the manner and time at which it is to be given, where such matters are not otherwise prescribed by statute, bylaw, or Council.

<u>Chief Financial Officer</u>

4.11. The Chief Financial Officer is assigned the powers, duties, and functions of the financial officer under the Community Charter.

4.12. The Chief Financial Officer is assigned the powers, duties, and functions of the collector, as defined under the Community Charter, for the purpose of collecting taxes for the District.

<u>Designates of the Chief Administrative Officer</u>

4.13. The Chief Administrative Officer is delegated the powers, duties, and functions, at their discretion, to designate an Employee, Statutory Officer, or any other person to temporarily act in the Chief Administrative Officer's absence from which the Chief Administrative Officer intends to return, in alignment with the CAO Succession Plan.

<u>Designates of Statutory Officers</u>

4.14. In the temporary absence of a Statutory Officer who has been delegated powers, duties or functions by bylaw, the Chief Administrative Officer may temporarily assign those powers, duties, and functions to:

a. the deputy of the Statutory Officer;

b. the immediate supervisor for the position to which the authority is delegated;

c. the Chief Administrative Officer; or

d. any other Employee that the Chief Administrative Officer wishes to designate.

<u>Appointment and Designates of Employees</u>

4.15. The Chief Administrative Officer is delegated the powers, duties, and functions, at their discretion, to appoint, promote, discipline, suspend, and terminate Employees, not including Statutory Officers, subject to the terms of an employment contract or collective agreement, or both.

4.16. The selection of the Approving Officer will be made by the Chief Administrative Officer and appointed by resolution of Council. The Chief Administrative Officer is delegated the powers, duties, and functions under the Land Titles Act, at their discretion, to appoint a person as the Deputy Approving Officer.

4.17. In the absence of an Employee who is not a Statutory Officer, and who has been delegated powers, duties, or functions by bylaw, the Department Head of that Employee or the Chief Administrative Officer may assign such powers, duties, or functions to:

a. the supervisor or manager of the Employee;

b. the Department Head of the Employee; or

c. any other Employee or any other person that the Department Head or Chief Administrative Officer wishes to designate.

Appointment to Multiple Positions

4.18. Nothing in this Bylaw prevents the appointment of the same Employee to two (2) or more positions or statutory offices.

Changes in Position Title

4.19. If the title of a position is changed, or if a position is replaced with a similar position that absorbs those same roles and responsibilities, then the delegated authority assigned under a bylaw or policy will continue to apply regardless of such change or replacement.

Limitation of Employee Powers

4.20. An Employee to whom powers, duties, or functions are delegated under this Bylaw may only exercise those powers, duties, or functions in accordance with any applicable requirements or restrictions established by statute, regulation, or law in relation to such powers, duties, or functions.

5. Agreements

5.1. The Chief Administrative Officer and the Corporate Officer are each delegated the powers, duties, and functions to:

a. negotiate, enter into, accept, execute, amend, and terminate any agreement in accordance with Schedule A of this Bylaw, or any other type of agreement not set out in Schedule A, in accordance with applicable provisions of the Procurement Policy and other related bylaws and policies, where applicable;

b. permit, at their discretion, the negotiation, entering into, acceptance, execution, amendment, and termination of any agreement in accordance with Schedule A of this Bylaw, including any other type of agreement not set out in Schedule A, by any Department Head or Statutory Officer, as circumstances prescribe and in accordance with applicable provisions of the Procurement Policy and other related bylaws and policies, where applicable.

5.2. Any multi year agreement or service contract under Section 5.1 must be executed by the Chief Administrative Officer.

5.3. The Chief Administrative Officer and Chief Financial Officer are each delegated the power to enter into and execute agreements in relation to grant monies for approved projects and any previously unknown grant funded projects with the criteria listed under Section 5.4.

5.4. The Chief Administrative Officer and their designates are delegated the power to apply for grant funding with the following conditions:

a. 100% grant funded and no District funds are required;

b. Maximum dollar value of $50,000;

c. No significant amount of staff time would be required for the application, any reporting, and the implementation of the grant; and

d. The intent is to offset capital or operating costs for already planned items within the Financial Plan or the Strategic Plan.

All other applications must be brought to Council for consideration before submission to the grant funder.

6. Legal Action and Claims

6.1. The Chief Administrative Officer is delegated the authority to:

a. obtain and instruct legal counsel to commence or defend any legal action or proceeding in any court of law, or before any tribunal, arbitrator, mediator, or any other person, for or on behalf of the District.

b. settle uninsured claims or causes of action, whether legal proceedings have been commenced or not, subject to the settlement being for not more than $25,000 and sufficient funds have been allocated and approved by Council to satisfy the settlement.

7. Freedom of Information and Protection of Privacy Act (FOIPPA)

7.1. Definitions contained in Schedule 1 of FOIPPA shall apply to this section except where the context requires otherwise.

7.2. The Chief Administrative Officer and Corporate Officer are designated as the Head.

7.3. The Deputy Corporate Officer is authorized to perform the administrative duties and functions of the Head.

7.4. The Chief Administrative Officer is delegated the powers, duties, and functions to develop, approve, and implement administrative policies, manuals, procedures, and practices relating to FOIPPA.

8. Bylaw Enforcement

8.1. The Chief Administrative Officer and the Corporate Officer are delegated the powers, duties, and functions to appoint Bylaw Enforcement Officers.

8.2. By virtue of their appointment, Bylaw Enforcement Officers may exercise the following powers:

a. enforcement of the District's bylaws and policies;

b. entry onto or into private premises to verify compliance with Council resolutions, bylaws, policies, prohibitions, or requirements, pursuant to the Community Charter;

c. the service of summons under the Offence Act;

d. the issuance and enforcement of Municipal Ticket Information under the Municipal Ticket Information Bylaw;

e. the issuance and enforcement of bylaw notices under the Bylaw Notice Enforcement Bylaw; and

f. any other powers delegated unto Bylaw Enforcement Officers by legislation or by other District bylaws and policies.

Power to Enter on and use Property

8.3. The Chief Administrative Officer, Corporate Officer, Public Works Manager, and any Bylaw Enforcement Officer may, on behalf of the District and in accordance with the Community Charter, enter onto real property and carry out construction, maintenance, repairs, or other work if they believe the property may be negatively affected by the exercise of a Council power. This authority also includes taking steps to prevent or reduce damage or to reduce compensation that may otherwise be payable.

9. Land Use and Development

Covenants, Statutory Right-of-Way's (ROW's), and Easements

9.1. The Chief Administrative Officer and the Corporate Officer are delegated the following powers, duties, and functions:

a. the power to enter into, accept, execute, amend, have registered on title, and discharge a statutory, positive, or restrictive covenant on behalf of the District under the Community Charter or Local Government Act; and

b. the power to enter into, accept, execute, amend, have registered on title, and discharge a statutory right-of-way or easement on behalf of the District in connection with the operation of a water, wastewater, or drainage works, or for the purpose of trails or pedestrian or vehicle access.

9.2. The Chief Administrative Officer and the Corporate Officer are delegated the powers, duties, and functions to register statutory rights-of-way, easements, and covenants over land, releases, partial releases, discharges, modifications, and amendments to such agreements, where required as a condition of planning or building approval.

Works and Services Agreements

9.3. The Approving Officer is delegated the authority to enter into an agreement with an owner of land that is being subdivided which details the works and services required to be completed or which have been completed, in connection with the subdivision.

9.4. The Chief Administrative Officer and the Corporate Officer are each delegated the authority to enter into an agreement with an owner of land on which a building permit is being issued, which details the works and services required to be completed or which have been completed, in connection with the building.

Liens

9.5. The Corporate Officer is delegated the powers, duties, and functions to file and discharge notices of interest under the Builders Lien Act.

9.6. The Chief Financial Officer and Corporate Officer are delegated the powers, duties, and functions to file and discharge notices of interest under the Manufactured Home Act.

Land Title

9.7. The Corporate Officer is delegated the powers, duties, and functions to register, amend, and discharge any charges or legal notations in relation to the title of real property.

9.8. The Approving Officer is delegated the powers, duties, and functions to discharge any obsolete charges and legal notations from the title of real property where such charges or notations are no longer required for the purposes of subdivision, building, planning, or engineering.

Land Acquisition

9.9. The Chief Administrative Officer and Corporate Officer are each delegated the powers, duties, and functions to acquire land, or interests in land, subject to the purchase being for a District project approved by Council and where sufficient funds have been allocated and approved by Council under the Financial Plan.

Strata Conversion Approvals

9.10. The Approving Officer is delegated the authority for approving or rejecting applications for strata conversions of previously occupied buildings, pursuant to the Strata Property Act.

Provision of Parkland through Subdivision

9.11. The Approving Officer is delegated the authority, under the Local Government Act, to determine whether the owner must provide land or cash in lieu of land, and to determine the amount and acceptable location of park land to be dedicated.

Minimum Lot Frontage Requirements

9.12. The Approving Officer is delegated the following powers, duties, and functions under the Local Government Act to exempt a parcel from minimum frontage requirements as a condition of subdivision approval provided for within the Local Government Act and any applicable District bylaws.

10. Municipal Land Use

10.1. Facility Rental Agreement (Parks and Recreation Facilities)

The Corporate Officer and Deputy Corporate Officer are each delegated the authority to enter into and execute Facility Rental Agreements for parks and municipal recreation facilities, up to one year in duration, following any District facility and exclusive use bylaws and policies.

10.2. Facility Rental Agreement (Other Facilities)

The Chief Administrative Officer and Corporate Officer are each delegated the authority to enter into and execute Facility Rental Agreements for municipal facilities, up to one year in duration, following any District facility and exclusive use bylaws and policies.

10.3. Licence of Use Agreements (District Owned Property):

The Chief Administrative Officer and Corporate Officer are each delegated the authority to enter into and execute License of Use Agreements for District owned property with a market value annual rent up to $25,000.

10.4. Lease Agreements (District Facilities)

The Chief Administrative Officer and Corporate Officer are each delegated the authority to renew Facility Lease Agreements for municipal facilities subject to the following:

a. Renewal of one year extension at a time only

b. No more than 3x one-year renewals for same tenant

c. Rate increases are included as per the Fees and Charges Bylaw

d. No other substantial changes within the lease

Initial lease agreements, any substantial lease changes, or lease renewals over 1 year must be brought to Council for consideration.

10.5. Leasehold Improvements

The Chief Administrative Officer, or their designate, is delegated authority to approve leasehold improvements and maintenance projects by a lessee, provided the value of the work is less than $50,000 and the lessee is responsible for all project costs.

10.6. Temporary Encroachment Agreements

The Corporate Officer and Public Works Manager are each delegated the authority to enter into and execute temporary encroachment agreements for private use on municipal land.

10.7. Special Event Permits

Council delegates its powers to issue special event permits for temporary uses of:

a. municipal lands to the Corporate Officer and Deputy Corporate Officer

b. municipal roads (including temporary private uses or occupation of municipal streets) to the Corporate Officer and Public Works Manager, and

c. municipal parks and recreation areas to the Corporate Officer and Deputy Corporate Officer, subject to the permit being for a term not more than 14 days.

10.8. General

For the purpose of subsections 10.1 through 10.7 above, the Chief Administrative Officer, Corporate Officer, Deputy Corporate Officer, and Public Works Manager may set out conditions, including conditions relating to compensation, indemnification, insurance, security, machinery, equipment, times of use, and compliance with applicable laws and any restrictions on title to property to which the agreement, licence or permit relates.

11. Licencing

Liquor and Cannabis Licences

11.1. The Corporate Officer is delegated the powers, duties, and functions to:

a. Issue comments and recommendations as outlined under section 38(3) of the Liquor Control and Licensing Act;

b. Issue comments and recommendations as outlined under section 33 of the Cannabis Control and Licensing Act; and

c. do any other thing relating to liquor and cannabis licences that is within the scope of their powers.

Business Licences

11.2. The Chief Administrative Officer, the Corporate Officer, and the Chief Financial Officer are each delegated the powers, duties, and functions to be a Business Licence Inspector under the District's Business License and Regulation Bylaw to:

a. issue business licences;

b. impose requirements or restrictions on business licences;

c. make decisions regarding business licences;

d. collect fees in relation to business licences;

e. suspend or cancel business licences; and

f. do any other thing relating to business licences that is within the scope of their powers.

11.3. The Chief Administrative Officer is delegated the powers, duties, and functions to appoint to a person the role of the Business Licence Inspector under the District's Business License and Regulation Bylaw.

12. Prohibition Against Interfering With Municipal Officers and Employees

12.1. As per the Community Charter, a person must not interfere with, hinder, or obstruct a municipal officer or Employee in the exercise of performance of the officer's or Employee's powers, duties or functions.

13. Miscellaneous:

13.1. The Corporate Officer is delegated the powers, duties, and functions to consolidate any of the District's bylaws to produce consolidated copies of those bylaws for ease of reference purposes.

13.2. The Chief Administrative Officer and the Corporate Officer are each delegated the powers, duties, and functions to act as the authorized signatory for the District and to execute any document on the District's behalf.

13.3. Any delegated authority may, at the sole discretion of the authorized person, be referred to the Chief Administrative Officer for review who may determine to refer the matter to Council for decision.

14. Repeal:

14.1. The District of Barriere Freedom of Information and Protection of Privacy Bylaw 2007, No. 0004 and all amendments hereto are thereby repealed.

14.2. The District of Barriere Special Events Regulation By-law No. 0021, 2008 and all amendments hereto are thereby repealed.

14.3. The District of Barriere Officers and Delegation of Authority Bylaw, No. 201 and all amendments hereto are thereby repealed.

Read a first, second, and third time this **10th** day of **August 2026**.

Finally adopted this ______ day of _________________, 20____.

Mayor – Rob Kerslake	Corporate Officer – Tasha Buchanan

Schedule A – Agreements

1. This table is a non-exhaustive list of the types of agreements that may be executed at the District within the scope of the purchasing authority or as delegated under District bylaws.
2. Refer to section 5.1 of the Bylaw for direction on any agreements outside the scope of this table.

Permitted Authority to Execute	Types of Agreement
Department Heads	• Operating agreements • Consultant agreements • Contractor agreements • Cost-sharing agreements • Confidentiality/Non-disclosure agreements
Chief Administrative Officer	• All agreements as set out in Section 5.1 • When signing acquisition/disposition of land agreements, a signature by the Corporate Officer and by the Chief Administrative Officer are both required • All agreements listed under the Corporate Officer • Employment and labour contracts • Union/CUPE agreements • Information Technology and Information Security related agreements • Grant application and acceptance agreements
Corporate Officer	• All agreements as set out in Section 5.1 • When signing acquisition/disposition of land agreements, a signature by the Corporate Officer and by the Chief Administrative Officer are both required • All agreements listed under the Deputy Corporate Officer • Facility rental (all facilities) • Licence of Use agreements • Lease renewals • Fee for Service agreements • Development / Planning related agreements and permits, including Covenants, Statutory Right of Way's, Easements, Works and Services agreement • Information / Data-Sharing agreements
Chief Financial Officer	• Audit and accounting related agreements • Grant acceptance agreements • Fleet and Facilities insurance agreements
Public Works Manager	• Access agreements • Construction / Repair / Maintenance agreements • Highway use and Special Event (roads related) permits
Deputy Corporate Officer	• Sponsorship / Advertising / Marketing agreements • Event agreements and Special Event (lands, parks, and recreation related) permits • Filming agreements • Facility rental (Recreation)

District of Barriere

REPORT TO COUNCIL
Request for Decision

Date: August 10, 2026	**File:**
To: Council	**From:** Chief Administrative Officer
Re: DRAFT Officers and Delegation of Authority Bylaw No. 278	
Recommendation: **THAT Council gives first three readings to the Officers and Delegation of Authority Bylaw No. 278.**	

Purpose

For Council to consider giving first three readings to the Officers and Delegation of Authority Bylaw No. 278, which establishes statutory officer positions and updates delegated authorities for municipal administration, agreements, legal matters, land use, municipal land use, licensing, bylaw enforcement, and related administrative functions.

If this bylaw is established, two other bylaws and six outdated Council policies can be rescinded as they either have been included in the proposed bylaw or authority changes would allow staff to create operational policies and procedures regarding those particular topics.

Background

The current bylaw No. 201 was established in 2021 and built on the original bylaw from 2008. Since its inception in 2007/2008, the District has significantly evolved in responsibilities, budgets, and services provided to the public. Significant governance shifts have also occurred over the past few years in streamlining budget and strategic planning processes, codifying current and industry best practices, and pursuing efficiencies and excellence in service delivery at every opportunity. The proposed draft bylaw effectively would enshrine some of those past efforts of Council and consolidate several bylaws and policies under one overarching "delegation of authority" bylaw. Further, although implied in some cases, clear delegations of authority are currently not codified which creates additional and unnecessary risks for the organization.

In short, the draft bylaw is intended to modernize and merge the District's approach to Officer appointments and delegated authority while equally reducing risks. It establishes the Chief Administrative Officer, Corporate Officer, and Chief Financial Officer as statutory officer positions under the Community Charter and clarifies how deputies, designates, and employees may exercise delegated powers, duties, and functions when authorized.

Compared with the current Bylaw No. 201, the proposed bylaw now codifies and expands the delegated authority framework from a schedule-based listing of officer powers into a more comprehensive governance tool. In the past, these schedules were used as well as quasi job descriptions for the various officers of the municipality, but, as job descriptions now exist for all officers and other exempt staff (along with Employment Agreements), the focus of this bylaw can now be solely on the various authority levels delegated by Council. Further, the bylaw clarifies which positions are statutory officers, distinguishes statutory officer roles from deputies and designates, adds defined limits and conditions for delegated decision-making, and identifies areas where authority is new, expanded, or more specifically controlled; again, with the intent to reduce risks to the organization.

The draft bylaw also provides a consistent framework for administrative decision-making, including execution of agreements, grant applications and grant agreements, legal action and claims, Freedom of Information and Protection of Privacy Act (FOIPPA) responsibilities, bylaw enforcement appointments and powers, land use and development matters, municipal land use agreements and permits, liquor, cannabis, and business licensing matters, and general signing authority. Further, Schedule A sets out a non-exhaustive list of agreement types and the permitted authority to execute those agreements.

If adopted, the bylaw would repeal the District of Barriere Freedom of Information and Protection of Privacy Bylaw 2007, No. 0004, the District of Barriere Special Events Regulation By-law No. 0021, 2008, and the District of Barriere Officers and Delegation of Authority Bylaw No. 201, including amendments to those bylaws.

In addition, six Council policies are recommended to be rescinded because the authority or administrative responsibility addressed in those policies is now either incorporated directly into the proposed bylaw or is more appropriately administered through CAO-approved administrative and operational procedures under the proposed bylaw. Rescinding these policies will reduce duplication, clarify where authority now rests, and support a clearer distinction between Council-level policy direction and administrative procedures.

District staff have reviewed various officers and delegation of authority frameworks utilized in other municipalities across the province. A significant portion of the language found in this bylaw has been resourced from two recent holistic reviews undertaken by other municipalities and adapted to the needs of the District.

Policies Integrated into the Bylaw

- **Policy No. 18 – Budget Transfer Authority** (from 2012)— Addressed under section 4.6.o, which delegates authority to transfer up to $25,000 (suggested) of budgeted funds between operational and/or capital items, except transfers from a reserve or restricted surplus to the CAO. The current policy from 2012 provides authority for up to $10,000 for the CAO to transfer between items. (2012 annual operating budget, exclusive of other taxing authorities and grant projects, was roughly $1.4Mil compared to 2026 at $3.0Mil.)

- **Policy No. 21 – Remote Access Policy** (from 2012) — Addressed under section 4.6.i, which delegates authority to develop, approve, and implement administrative policies, procedures, and practices dealing with technological and information security matters to the CAO. The current policy is outdated. A modern, holistic administrative Information Technology (IT) policy is needed which should be added to the CAO workplan for 2027.

- **Policy No. 26 – Accounting Software Access Policy** (from 2013) — Addressed under section 4.6.i, through delegated authority for technological and information security policies, procedures, and practices to the CAO, and under section 4.11, through the CFO's financial officer functions and responsibility for financial administration. Similar to Policy No. 21, this policy is also outdated and no longer needed. Components may be included in a modern administrative IT policy.

- **Policy No. 28 – Freedom of Information and Protection of Privacy** (from 2015) — Addressed under section 7, Freedom of Information and Protection of Privacy Act (FOIPPA), which designates the CAO and Corporate Officer as Head, authorizes the Deputy Corporate Officer to perform administrative duties and functions of the Head, and delegates authority to the CAO to develop, approve, and implement FOIPPA-related administrative policies, manuals, procedures, and practices. The current policy resembles more a manual or handbook rather than a policy and would be converted into an administrative handbook. This ensures that it can easily be updated by staff as legislation or requirements change. The current policy also contradicts Bylaw No. 4 (designation of Head), which would be repealed as part of this process as well to ensure all of the District's FOIPPA processes are aligned.

- **Policy No. 30 – Human Resources Basics Policy** (from 2015) — Addressed under section 4.6.c & d., which assigns the CAO responsibility for coordinating, motivating, directing, and supervising Department Heads, administering exempt employee compensation in accordance with Council-approved policies and budgets, implementing Council-approved policies and directives, and developing administrative policies, procedures, and practices. Exempt employees are now governed by Employment Agreements, while a Collective Agreement exists for union employees; as such, this Policy is no longer required.

- **Policy No. 38 – Staff Training and Development Policy** (from 2019) — Addressed under section 4.6.h, which assigns responsibility for coordinating, motivating, directing, and supervising Department Heads and Employees, administering employee-related matters within Council-approved budgets, and developing administrative policies, procedures, and practices to the CAO. Training approvals and repayment procedures can therefore be managed administratively rather than maintained as a separate Council policy. Often the training approvals also need to be evaluated on a case-by-case basis as scenarios, needs of the District, and costs can be vastly different.

Bylaw Highlights

The sections below highlight key authority related items within the proposed bylaw. Most of those authorities are either already in place or the District generally operates as such. As such, the intent is primarily to codify current practices and general industry best practices to ensure that staff follows actual authorities delegated by Council.

- **Statutory officers** (Sections 4.1 to 4.5.) — Confirms the Chief Administrative Officer, Corporate Officer, and Chief Financial Officer as statutory officer positions and outlines appointment processes.

- **CAO authority** (Section 4.6) — Assigns the CAO administrative leadership responsibilities, including directing Department Heads, implementing Council-approved policies, developing administrative and technology-related procedures, responding to emergencies, assigning responsibilities to statutory officers, declaring certain surplus assets, and transferring up to $25,000 (suggested) of budgeted funds between operational and/or capital items, subject to restrictions.

- **Corporate and financial administration** (Sections 4.7 to 4.12) — Assigns corporate functions, including notice administration, records management, election administration, and development variance permit issuance to the Corporate Officer, and assigns the CFO financial officer and collector functions.

- **Delegation continuity** (Sections 4.13 to 4.20) — Clarifies authority for deputies, designates, employees, multiple-position appointments, continuity where position titles change, and limitation of Employee powers.

- **Agreement authority** (Sections 5.1 and 5.2) — Delegates authority for the CAO and Corporate Officer to negotiate, enter into, accept, execute, amend, and terminate agreements (generally in alignment with Schedule A) in accordance with applicable District policies, with multi-year agreements and service contracts requiring CAO execution (in alignment with the Purchasing Policy).

- **Grant administration** (Sections 5.3 and 5.4) — Allows specified staff to apply for or execute grant-related agreements where criteria are met, including 100% grant-funded projects, a maximum value of $50,000 (suggested), limited staff time, and the intent to offset capital or operating costs within the Financial Plan or Strategic Plan.

- **Legal action and FOIPPA** (Sections 6 and 7) — Delegates authority to the CAO to obtain and instruct legal counsel, settle uninsured claims up to $25,000 (suggested) where funds are allocated and approved by Council, and designates the CAO and Corporate Officer as Head for FOIPPA purposes.

- **Bylaw enforcement** (Section 8) — Provides delegated authority for the appointment of Bylaw Enforcement Officers and other authorized persons, and confirms authority to enter onto property where permitted by statute, bylaw, permit, order, or other lawful authority for inspection, investigation, compliance, or enforcement purposes.

- **Land use** (Section 9) — Provides delegated authority for routine land use and development-related matters where Council approval is not required or where the matter is already tied to an approved project, permit, subdivision, development application, or statutory process. Additional details can be found below:

    - **Covenants, rights-of-way, and easements** — Authorizes staff to negotiate, accept, execute, amend, discharge, or release land title instruments such as covenants, statutory rights-of-way, and easements where required for development, infrastructure, servicing, access, drainage, utilities, or related municipal purposes.

    - **Works and services agreements** — Allows staff to enter into and administer works and services agreements connected to subdivision, development, servicing, or infrastructure requirements, including related security, completion, and deficiency matters where consistent with District requirements.

    - **Liens and land title matters** — Provides authority to sign and file documents needed to register, amend, postpone, discharge, or otherwise administer liens, notices, plans, and other land title documents related to District interests or statutory requirements.

    - **Land acquisition for approved projects** — Authorizes staff to complete land acquisition documentation and related administrative steps where the acquisition is required for a Council-approved project, approved budget, statutory requirement, or previously approved land transaction.

- **Strata conversions** — Delegates authority for specified strata conversion approvals or related administrative decisions where permitted by legislation and where the application satisfies applicable District requirements.

- **Parkland dedication** — Provides authority to administer parkland dedication, cash-in-lieu, or related subdivision requirements where those requirements arise under legislation, bylaw, subdivision approval, or a Council-approved land use process.

- **Minimum frontage exemptions** — Delegates authority to consider or approve minimum frontage exemptions where permitted under the Local Government Act and where the exemption is consistent with applicable District bylaws, subdivision requirements, and servicing considerations.

- **Municipal land use** (Section 10) — Delegates specified authorities related to the District's own lands, facilities, and interests in land. This includes routine facility rentals, licences of use, lease renewals, leasehold improvements, encroachments, and special event permits where the matter is administrative in nature, consistent with approved District policies or fees, and does not require a broader Council land disposition decision.

  - **Facility rentals** (Parks, Recreation, and other District Facilities) — Authorizes staff to approve and administer routine rentals of District facilities where the rental is consistent with approved fees, facility-use rates, insurance requirements, and any applicable Council-approved policy or administrative procedure.

  - **Licences of use** (District-owned Property) — Allows staff to enter into and administer short-term or routine licences of use for District property where the use is limited in scope, does not create a long-term disposition of land, and aligns with approved rates, operating requirements, and risk management conditions.

  - **Lease renewals** (District Facilities) — Delegates authority to renew or administer existing leases (where the District is the landlord) where the renewal is contemplated by the original agreement, does not materially change the approved land use or financial terms, and remains within the scope of Council-approved policies, budgets, and statutory requirements. Any new tenant leases or lease renewals longer than 1 year would require Council approval.

  - **Leasehold improvements** — Provides authority to review and approve minor (up to $[illegible]0,000 in value) leasehold improvements by the lessee on District-owned or District-managed property where the improvements are permitted by the applicable lease, do not create unapproved financial obligations for the District, and meet applicable safety, building, insurance, and operational requirements.

  - **Encroachments** — Authorizes staff to consider and administer minor encroachment agreements, permissions, or renewals affecting District land, roads, rights-of-way, or infrastructure where the encroachment is manageable, does not interfere with municipal operations, and includes appropriate indemnity, insurance, removal, and access conditions.

- **Special event permits** — Allows staff to receive, review, approve, condition, or refuse routine special event permit applications where the event can be managed administratively and where requirements for traffic, safety, emergency access, insurance, noise, public works, and use of District facilities or lands are satisfied.

- **Licensing** (Section 11) — Delegates specified authorities for liquor, cannabis, and business licensing matters. This allows staff to administer routine licence processes, provide comments or recommendations where permitted, conduct inspections, appoint or recognize business licence inspection authority, and manage licence administration in accordance with applicable legislation, District bylaws, and Council-approved policies.

- **Repeals** (Section 14) — Repeals earlier bylaws dealing with FOIPPA, special events, and officers and delegation of authority to reduce duplication and conflict.

<u>Key Authority Changes from Current Bylaw</u>

Below are key differences from the current Bylaw No. 201 to the proposed one. The intent with the changes is to a) reduce risk to the organization, and b) codify current and industry best practices.

- **Officer structure narrowed for statutory purposes** — Bylaw No. 201 established the CAO, Corporate Officer, Financial Officer, Approving Officer, and Bylaw Enforcement Officer as officer positions. The proposed bylaw identifies the CAO, Corporate Officer, and CFO as statutory officers for Community Charter purposes, while retaining other functional appointments through specific delegation provisions.
- **Deputies and designates clarified** — Bylaw No. 201 required Deputy Corporate Officer and Deputy Financial Officer appointments by Council resolution. The proposed bylaw allows the CAO to select and appoint deputies or temporary designates in specified circumstances, while making clear that deputies and acting designates are not statutory officers solely by virtue of acting in the role.

- **Legal authority expanded with limits** — Bylaw No. 201 allowed the CAO to obtain legal advice and, at Council's direction, authorize legal proceedings and settlements. The proposed bylaw delegates authority to obtain and instruct legal counsel to commence or defend proceedings and to settle uninsured claims up to $25,000 (suggested) where Council has approved funds previously.

- **Agreement authority broadened and organized** — Bylaw No. 201 included general CAO contract authority and Council-directed authority for certain land-related agreements. The proposed bylaw establishes broader agreement authority for the CAO and Corporate Officer, creates Schedule A to identify execution authority by role, and requires multi-year agreements and service contracts to be executed by the CAO in alignment with the Procurement Policy.

- **Land use and municipal land authority expanded** — The proposed bylaw adds more detailed delegations for covenants, statutory rights-of-way, easements, works and services agreements, liens, land title matters, land acquisition for approved projects, strata conversion approvals, parkland dedication, facility rentals, licences of use, lease renewals, leasehold improvements, encroachments, and special event permits.

- **Licensing authority added** — The proposed bylaw adds and clarifies delegated authority for liquor and cannabis licence comments and recommendations, business licence inspection and administration, and appointment of a Business Licence Inspector.

<u>**Summary**</u>

In summary, Council is asked to consider first three readings of a bylaw that updates the District's officer structure and delegated authority framework. The proposed bylaw would repeal District of Barriere:

- Freedom of Information and Protection of Privacy Bylaw 2007, No. 0004,
- Special Events Regulation By-law No. 0021, 2008, and
- Officers and Delegation of Authority Bylaw No. 201.

It would also support rescission of six outdated or duplicative Council policies:

- Policy No. 18 – Budget Transfer Authority;
- Policy No. 21 – Remote Access Policy;
- Policy No. 26 – Accounting Software Access Policy;
- Policy No. 28 – Freedom of Information and Protection of Privacy;
- Policy No. 30 – Human Resources Basics Policy; and
- Policy No. 38 – Staff Training and Development Policy.

The key changes include clearer statutory officer designations, broader and more specific agreement authority, limited legal settlement and budget transfer authorities, consolidated FOIPPA responsibilities, expanded land use and municipal land use delegations, clarified licensing and bylaw enforcement authorities, and a shift of operational procedures into CAO-approved administrative policies or manuals where appropriate.

Benefits or Impact

<u>General</u>

The proposed bylaw provides a clearer and more transparent administrative framework than Bylaw No. 201 by expressly identifying key authority changes and the conditions attached to them. It also consolidates or replaces authority currently addressed through three bylaws proposed for repeal and six Council policies recommended for rescission. This supports efficient day-to-day administration while preserving Council's authority where decisions are not expressly delegated, where thresholds are exceeded, or where matters are referred back to Council.

<u>Finances</u>

N/A

Strategic Impact
Priority #2: Fiscally Responsible Operations

Goal 2. – Develop a Strategy to mitigate cost increases and downloading pressures.
Actions to get us there:

b. Seek opportunities to increase Staff development, capacity, and growth, to align with the current needs of the organization, for example:
    - a. Include a full-time roads department in the 2026 draft budget for Council consideration
        - i. if approved, complete all required steps to ensure the all-year roads department is operational as soon as possible.
    - b. Organizational Structure review that enables and supports transparency, communications, community growth, and community livability, while ensuring that our statutory obligations are met.

Goal 3. – Financial Confidence and Oversight are Rebuilt
Actions to get us there:

a. Enhancing Financial Procedures and Processes
    - a. Workflows, signoff, and other processes are evaluated and enhanced where feasible.
    - b. All Financial Policies are reviewed, and possibly new Policies are established, to align with the needs of our growing organization, including:
        - i. Budget Transfer Authority

Risk Assessment
Compliance: Community Charter, Local Government Act, Interpretation Act, Freedom of Information and Protection of Privacy Act, Financial Disclosure Act, Land Title Act, Builders Lien Act, Manufactured Home Act, Strata Property Act, Liquor Control and Licensing Act, Cannabis Control and Licensing Act, and applicable District bylaws and policies.

Risk Impact: Low-Medium – The proposed bylaw gives staff more flexibility for day-to-day administration, including agreements, grants, land use, licensing, FOIPPA, special events, budget transfers, HR, training, and technology procedures. Risk is managed through clear authority limits, statutory requirements, Council-approved budgets and policies, and the ability to refer matters to the CAO or Council when needed.

Internal Control Process: Staff is following standard processes to develop updated bylaws while equally taking an opportunity to holistically review other policies and bylaws for inclusion and efficiency purposes with the intent to reduce risk for the organization.

Next Steps / Communication

- If Council gives first three readings, staff will bring the bylaw back for adoption at the next meeting.
- The six Council policies will also be brought forward for recission.
- Administrative procedures replacing rescinded policies will be developed or updated under the authority delegated in the proposed bylaw.
- Staff will also ensure internal users are briefed on the authority changes from Bylaw No. 201, including thresholds, approval pathways, and when matters must be escalated to the CAO or Council.
- Additional Human Resources related bylaw and/or policies of Council will be reviewed in 2027, and further amendments or recissions would be recommended to Council if warranted.

Attachments

1. District of Barriere Officers and Delegation of Authority Bylaw No. 278 – Draft v2
2. Current Bylaws:
    a. Officers and Delegation of Authority Bylaw No. 201
    b. Special Events Regulation By-law No. 0021
    c. Freedom of Information and Protection of Privacy Bylaw No. 0004
3. Policies recommended for rescission:
    a. Policy No. 18 – Budget Transfer Authority;
    b. Policy No. 21 – Remote Access Policy;
    c. Policy No. 26 – Accounting Software Access Policy;
    d. Policy No. 28 – Freedom of Information and Protection of Privacy;
    e. Policy No. 30 – Human Resources Basics Policy; and
    f. Policy No. 38 – Staff Training and Development Policy.

Recommendation

THAT Council gives first three reading to District of Barriere Officers and Delegation of Authority Bylaw No. 278.

Alternative Options

1. Council could choose not to give the bylaw first three readings. This is not recommended, as Bylaw No. 201, FOIPPA Bylaw No. 0004, Special Events Regulation By-law No. 0021, and the six related Council policies would remain in place, and the District would not receive the additional clarity, transparency, threshold controls, and consolidated authority framework proposed in the new bylaw.

2. Council could amend the draft bylaw prior to readings which may include additional revisions to specific authority areas, thresholds, appointment processes, or agreement execution provisions.

Prepared by:

Chief Administrative Officer, D. Drexler

DISTRICT OF BARRIERE
DRAFT - BYLAW NO. 279

A BYLAW TO EXEMPT FROM TAXATION FOR THE YEAR 2027 CERTAIN LANDS AND IMPROVEMENTS IN THE DISTRICT OF BARRIERE

WHEREAS it is provided by Section 224 of the Community Charter that on or before the 31st day of October in any year, Council may, by bylaw, exempt from taxation for up to ten years, land and improvements, or both, and the exemption may apply to the whole or a part of the taxable assessed value of land or improvements, or both.

NOW THEREFORE, the Council of the District of Barriere hereby enacts that the following shall be exempt from taxation for 2027:

1. Pursuant to Section 224 (2)(a) of the Community Charter, all land and improvements that are owned or held by a charitable, philanthropic, or other not-for-profit corporation, and the Council considers are used for a purpose that is directly related to the purposes of the corporation, as follows:

   (a) Barriere and District Heritage Society
   Lot B, District Lot 1325, Plan 36416
   343 Lilley Road
   Roll Number: 1245.667

   (b) Barriere and District Seniors Society
   Lot 37, District Lot 1634, Plan 1746
   4431 Barriere Town Road
   Roll Number: 1245.408

   (c) Provincial Rental Housing Corp.
   Yellowhead Residence
   Lot A, District Lot 1445, Plan 28157
   4557 Barriere Town Road
   Roll Number: 1390.370

   (d) North Thompson Fall Fair & Rodeo Association (NTFFRA)
   Lot A, District Lot 1482, Plan 20165
   677 Barriere Lakes Road
   Roll Number: 1465.058

   Lot 3, District Lot 1482, Plan 20565
   Dunn Lake Road
   Roll Number: 1465.080

   (e) Barriere Curling Club (Barriere Recreation Society)
   Lot A, District Lot 1482, Plan 29896
   4856 Dunn Lake Road
   Roll Number: 1465.200

(f) Interior Community Services
Parcel A, District Lot 1634, Plan 1746
485 Carlstrom Road
Roll Number: 1245.420

(g) Barriere and District Food Bank
Lot 2, District Lot 1483, Plan 29023
4748 Gilbert Drive
Roll Number 1470.362

(h) North Thompson Legion #242
Lot 4, District Lot 1354, Plan 3295
4673 Shaver Road
Roll Number 1270.085

(i) Lower North Thompson Community Forest Society (LNTCFS)
Lot 1, District Lot 1483, Plan 68661
4737 Gilbert Drive
Roll Number 1470.007

will receive a 100% exemption of the non-profit portion of the property, but will receive no exemption for the commercial portion of the property:
Lot 2, District Lot 1445, KDYD, Plan KAP5534 – PID #010-286-055
573 Barkley Road
Roll Number: 1390040

(j) Barriere and Area Chamber of Commerce
Lot 1, Plan KAP52101, District Lot 1445 – PID #018-718-990
Unit #1 – 4609 Barriere Town Road
Roll Number: 1390510

(k) Barriere Search & Rescue Association
Lot 1, Plan KAP52101, District Lot 1445 – PID #018-718-990
4601 Barriere Town Road
Roll Number: 1390510

2. This Bylaw may be cited as "*District of Barriere Exemption Bylaw No. 279 2027 Community Use Property Tax* ".

READ A FIRST TIME this	**10th** day of **August, 2026**
READ A SECOND TIME this	**10th** day of **August, 2026**
READ A THIRD TIME this	**10th** day of **August, 2026**
ADOPTED this	**day of , 2026**

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Mayor Rob Kerslake

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Tasha Buchanan, Corporate Officer

DISTRICT OF BARRIERE
DRAFT - BYLAW NO. 280

A BYLAW TO EXEMPT FROM TAXATION PLACES OF WORSHIP IN THE DISTRICT OF BARRIERE FOR THE YEAR 2027

WHEREAS it is provided by Section 220(1)(h) of the Community Charter that a building set apart for public worship, and the land on which the building stands, if title to the land is registered in the name of:

a) the religious organization using the building,

b) trustees for the use of that organization, or

c) a religious organization granting a lease of the building and land to be used solely for public worship

is exempt from taxation;

AND WHEREAS it is provided by Section 224(2)(f) of the Community Charter that on or before the 31st day of October, a Council may, by bylaw, exempt from taxation:

a) an area of land surrounding the exempt building,

b) a hall that the Council considers is necessary to the exempt building and the land on which the hall stands, and

c) an area of land surrounding a hall that is exempt under subparagraph (b).

1. NOW THEREFORE the Council of the District of Barriere hereby enacts that the following land and improvements used in conjunction with places of worship shall be exempt from taxation for 2027:

   i) Trustees of the Barriere BC Congregation of Jehovah's Witness
   Lot A, District Lot 1319, Plan 24388
   3967 Hanson Road
   Roll #1225.248

   ii) Roman Catholic Bishop of Kamloops
   will receive a 100% exemption on the recreational/nonprofit portion of the property but will receive no exemption for the residence and the land on which it sits.

   Lot A, District Lot 1483, Plan 32455
   5024 Barriere Town Road
   Roll #1470.430

iii) United Church
Lot 26, District Lot 1445, Plan 1746, Except Plan B3499 & KAP58492
4464 Barriere Town Road
Roll #1245.386

iv) Baptist Church
Lot 1, Block 2, District Lot 1445, Plan 6315
4604 Barriere Town Road
Roll #1390.060

v) Pentecostal Church
will receive a 100% exemption on the recreational/non-profit portion of the property, but will receive no exemption for the residential portion of the property.

Lot 13, District Lot 1483, Plan 33426
4818 Annesty Road
Roll #1470.514

2. This Bylaw may be cited for all purposes as "*District of Barriere Church Property Tax Exemption Bylaw No. 280*"

READ A FIRST TIME this **10th** day of **August, 2026**

READ A SECOND TIME this **10th** day of **August, 2026**

READ A THIRD TIME this **10th** day of **August, 2026**

ADOPTED this **day of , 2026**

____
Mayor Rob Kerslake

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Tasha Buchanan, Corporate Officer

District of Barriere

REPORT TO COUNCIL

Request for Decision

Date: August 10, 2026	**File:** 530.20/Rpts
To: Council	**From:** T. Buchanan, Corporate Officer K. Abel, Chief Financial Officer
Re: DRAFT Permissive Tax Exemption Bylaws No. 279 and No. 280 re: Permissive Tax Exemptions 2027	
Recommendations: THAT Council give first, second and third readings to District of Barriere Permissive Tax Exemption Bylaw No. 279 (Community Societies – 2027) and Permissive Tax Exemption Bylaw No. 280 (Places of Worship – 2027).	

Background: Under Section of the *Community Charter*, on or before the 31st day of October in any year, Council may, by bylaw, exempt from taxation for up to ten years, land and improvements, or both, and the exemption may apply to the whole or a part of the taxable assessed value of land or improvements, or both. This is known as a "Permissive Tax Exemption" (PTE).

The 2023–2026 Bylaws adopted in October of 2022, (No. 221 and No. 222) expired following the 2026 taxation year. Because 2026 is an election year, staff recommend the attached Draft Bylaws apply only to the 2027 taxation year. Following the 2026 general local election, the new Council may consider changes to the overall PTE program and could discuss options during the winter strategic planning and budget 2027 sessions.

Discussion: The attached Draft Bylaws include all eligible applications received prior to the published deadline of July 30, 2026. Each current applicant was sent reminder letters with application forms with instructions on June 1st and legislative notice was published in July as required.

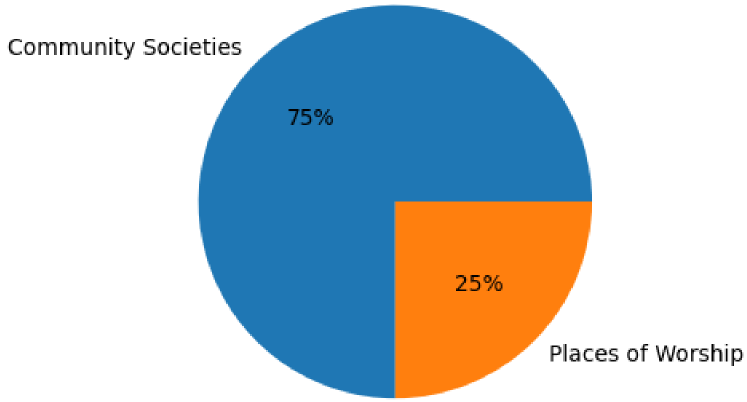
Summary of Current Applications:

Category	Applications	Examples of Community Benefit	Historic PTE
Community Societies	12	Food security, seniors, affordable housing, recreation, heritage, search & rescue, community forestry, social services	All previously approved
Places of Worship	5	Faith services, community gathering, outreach	All previously approved

Observations

- Council has historically approved all eligible permissive tax exemption applications.
- Many applicants also receive municipal grants or in-kind support, reflecting long-standing partnerships.

- Most organizations provide services that would otherwise need to be funded or delivered through other community means.



Organization	Sector	Bylaw	2026 municipal PTE $ amount	Municipal Grant History* (last 3 yrs)	Community Benefit
Barriere & District Heritage Society	Heritage	279	$1,050	✓	Preserves local history through the museum, archives and educational programming.
Barriere & District Seniors Society	Seniors	279	$968	No	Provides recreation, wellness and social opportunities for local seniors.
Yellowhead Pioneer Residence Society	Seniors Housing	279	$1,355	✓	Provides affordable housing for seniors wishing to remain in the community.
North Thompson Fall Fair & Rodeo Association	Recreation / Agriculture	279	$22,383	✓	Operates community fairgrounds and hosts agricultural, youth and community events.
Barriere Recreation Society (Curling Club)	Recreation	279	$4,588	✓	Operates a recreational facility used by residents of all ages.
Interior Community Services (Terry's Place)	Social Services	279	$1,421	No	Delivers family support, counselling and community social service programs.
Barriere & District Food Bank Society	Food Security	279	$1,875	No	Provides emergency food assistance and related supports for residents in need.
Royal Canadian Legion Branch #242	Veterans / Community	279	$996	✓	Supports veterans while providing community meeting space and public events.
Lower North Thompson Community Forest Society (4737 Gilbert Drive)	Community Forestry	279	$4,690	No	Reinvests community forest revenues into local projects and initiatives.
Lower North Thompson Community Forest Society (573 Barkley Road)	Community Forestry	279	$1,799	No	Administrative offices supporting community forestry operations (commercial portion excluded).
Barriere & Area Chamber of Commerce	Economic Development	279	$712	✓	Promotes tourism, supports local businesses and economic development initiatives.

Organization	Sector	Bylaw	2026 municipal PTE $ amount	Municipal Grant History* (last 3 yrs)	Community Benefit
Barriere Search & Rescue Association	Emergency Services	279	$1,675	No	Provides volunteer emergency search and rescue services throughout the region.
Total			**$43,512**		
Barriere BC Congregation of Jehovah's Witnesses	Faith	280	$671	No	Provides public worship and faith-based community programs.
Roman Catholic Bishop of Kamloops (St. George's Parish)	Faith	280	$867	No	Provides public worship and community outreach.
Church of St. Paul (United Church)	Faith	280	$739	No	Provides public worship and community gathering space.
Barriere Baptist Church	Faith	280	$444	No	Provides public worship and community outreach.
Christian Life Assembly (Pentecostal Assemblies of Canada)	Faith	280	$1,253	No	Provides public worship, community outreach and local programming, including seniors' housing initiatives.
Total			**$3,974**		

PREVIOUSLY REVIEWED

Benefits or Impact

General

All applications received to date satisfy the eligibility requirements established by the Community Charter and Council's historical permissive tax exemption practices. The proposed one-year term provides continuity for eligible organizations while allowing the newly elected Council in 2027 to review and establish the duration of future permissive tax exemption bylaws.

Finances

The 2026 permissive tax exemptions totaled approximately the following:

Class	2026 Municipal PTE $ amount	2026 other taxing authorities PTE $ amount	**Class total**
1 – Residential	$2,776	$3,028	**$5,804**
6 – Business	$38,772	$43,137	**$81,909**
8 – Recreation / Non-Profit	$5,938	$8,174	**$14,112**
Total	**$47,486**	**$54,339**	**$101,825**

As a result, in 2026, those amounts not collected from these exemptions were allocated to the other properties within each class.

Based on 2026 taxation values and rates, the included exemptions would reduce the 2027 municipal tax revenue by an estimated $47,486, representing approximately 3.45% of property tax revenue.

This amount provides a reasonable estimate of the municipal taxation that would be foregone if all 2027 applications are approved, recognizing final 2027 assessed values and tax rates may differ.

Risk Assessment

Compliance: *Section 224 of the Community Charter*

Risk Impact: Low. Adoption is authorized under sections 220 and 224 of the Community Charter. Council retains full discretion regarding permissive tax exemptions.

Internal Control Process: Staff would include the actual exempted tax amount in the Annual Municipal Report which is posted publicly each year.

Next Steps:

Bylaws will be brought to the August 31st, 2026, Council Meeting for final adoption in order to meet the legislative adoption deadline of October 30th, 2026. The scheduled adoption deliberation date of August 31st was selected to allow room for Council to request to hear from any new applicants (not previously awarded a PTE), or from any applicant Council would like more information from, at the September Council Meeting and not risk missing the legislative deadline in October.

Further, Staff will add a discussion topic for strategic planning and budget 2027 deliberations regarding property tax exemptions.

Recommendations: THAT Council give first, second and third readings to District of Barriere Permissive Tax Exemption Bylaw No. 279 (Community Societies – 2027) and Permissive Tax Exemption Bylaw No. 280 (Places of Worship – 2027).

Attachments

- Draft Permissive Tax Exemption Bylaw No. 279 – Societies
- Draft Permissive Tax Exemption Bylaw No. 280 – Places of Worship
- Copies of submitted Applications

Prepared by: T. Buchanan, Corporate Officer
Reviewed by: K. Abel, Chief Financial Officer
Reviewed by: Daniel Drexler, CAO

LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

To Whom It May Concern:

Re: 2026 UBCM Official Opposition Meeting Opportunities

With the 2026 Union of BC Municipalities (UBCM) Convention in Vancouver fast approaching, the Members of the Official Opposition would like to cordially invite you to meet during the Convention. As the Official Opposition, we respect deeply the critical role Local Governments play in strengthening our communities throughout British Columbia and remain dedicated to robustly representing your interests in Vancouver and throughout the province. As the Official Opposition Critic for Municipal Affairs, I am committed to understanding the specific opportunities and challenges your community faces.

I am pleased to share the following engagement opportunities arranged by the Official Opposition for you throughout the UBCM Convention:

1. For a one-on-one meeting with me or any of our Opposition Critics at the UBCM Convention, please contact Ethan Williams at Conservative.Caucus@leg.bc.ca or via telephone at 250-387-3507
2. Our Caucus is hosting four roundtable discussions on the topics noted below in the **Conference Room Cristal Room at the Marriott Pinnacle Vancouver** Please RSVP at BC Conservative Caucus UBCM Reception Registration (UBCM BC Conservative Caucus Roundtables — RSVP or by email at Conservative.Caucus@leg.bc.ca
3. Our Caucus is hosting a UBCM reception at the BC Conservative Caucus Vancouver Office Suite 900 -1055 Hastings West Street, Vancouver 6:00 pm-9:00 pm. Please RSVP at BC Conservative Caucus UBCM Reception Registration – Fill out form or by email at Conservative.Caucus@leg.bc.ca

Topic	Critic(s)	Date & Time
Crime/Community Safety	MLA Macklin McCall MLA Steve Kooner MLA Bryan Tepper	Tuesday, September 15 10:00-11:00 am
Healthcare	MLA Anna Kindy MLA Clarie Rattee	Monday, September 14 1:30-2:30 pm
Jobs/Economy/Affordability	MLA Gavin Dew MLA Kristina Loewen MLA Kiel Giddens	Monday, September 14 10:00-11:00 am
Private Property	Kerry Lynne Findlay MLA Scott McInnis MLA John Rustad	Tuesday, September 15 2:00-3:00 pm
Housing/Infrastructure	MLA Á’a:líya Warbus MLA Misty Van Popta MLA Sharon Hartwell MLA Linda Hepner	Tuesday, September 15 3:30-4:30 pm

Local governments often serve as the primary interface for our shared constituents, adeptly addressing their needs. Your capacity to respond effectively during crises and maintain consistent, high-quality daily services is fundamental to the well-being of British Columbians. Your commitment to enhancing your communities is commendable, and as the Official Opposition we are dedicated to ensuring government accountability and advocating for the provincial resources necessary to support your delivery of essential services.

In keeping with the 2026 UBCM Convention theme of Common Goal, I hope each of you will take the time to connect with Official Opposition MLAs during the UBCM Convention so we can speak directly, discuss the shifting challenges our communities face and act collaboratively on solutions.

Sincerely,

Tony Luck, MLA

Official Opposition Critic for Municipal Affairs

B.C. Conservative Caucus
Parliament Buildings
Victoria, BC
V8V 1X4
T: 250-387-3507

District of Chetwynd

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100
fax: (250) 401-4101
email: d-chet@gochetwynd.com

DISTRICT OF CHETWYND

CERTIFIED COPY OF A RESOLUTION

MOVED/SECONDED/CARRIED

District of Barriere - Letter of Support

"THAT the letter from the District of Barriere dated August 11, 2026 re: Request for Resolution Support – Revenue Sharing of Provincial Sales Tax (PST) and Goods & Services Tax (GST) with Local Governments, be received; and

THAT Council provide a letter of support to the District of Barriere for the resolution "Revenue Sharing of Provincial Sales Tax (PST) and Goods & Services Tax (GST) with Local Governments" submitted to the Union of BC Municipalities (UBCM)."

CERTIFIED a true and correct copy of a resolution as adopted by the Council of the District of Chetwynd on August 17, 2026.

Deanne Ennis
Corporate Officer

Patrick Johnstone
Mayor

By email: HMA.Minister@gov.bc.ca

August 18, 2026

Honourable Christine Boyle
Minister of Housing and Municipal Affairs
PO Box 9236 Stn Prov Govt
Victoria, BC V8W 9J1

Dear Honourable Boyle,

Re: Advocating that Provincial Legislation Requiring Housing Targets or Density be Directly Tied to Infrastructure Funding

At its Regular Council meeting on May 25, 2026, New Westminster City Council passed the following resolution:

> *THAT the City of New Westminster write a letter to the Province of British Columbia including the Minister of Housing and Municipal Affairs, the Premier, and the three MLAs for New Westminster advocating that any provincial legislation requiring housing targets or density be directly tied to infrastructure funding; and*
>
> *THAT this letter be shared with other BC municipalities; and*
>
> *THAT a motion be submitted to the Union of BC Municipalities aligned with the above.*[1]

Background

In November 2023, the Provincial Government introduced wide-ranging changes to the legislation governing how municipalities plan for and approve new development. The City has complied with all of the recent legislative changes and have always supported adding new housing, increasing housing choice and supporting affordable options. Our community has also expressed their concerns about park space, high-quality community amenities, sustainable infrastructure, and school spaces. They expect these things as benefits of the sustainable growth model, not things they must sacrifice to live in a region that is booming.

[1] Union of BC Municipalities resolution attached as Appendix A

Analysis

The new legislation hampers our ability to align municipal capital projects with more concentrated growth. Despite taking advantage of new financing growth tools, there is a significant gap between what we can potentially fund through our new Amenity Cost Charge (ACC) and updated Development Cost Charge (DCC) programs, and what's actually needed to support growth in New Westminster. As discussed in our previous meeting, we have calculated that Cost Charges set at a level that allows us to meet infrastructure needs would likely make development unviable.

Need for Provincial Housing Legislation to Be Tied to Infrastructure Funding

The City has seen and deeply appreciates significant investment in health care, schools, and affordable housing in recent years. We want to see consistent Provincial support, aligned with our commitment to housing growth, and tied to Provincial legislation requiring housing targets or density. Additional sources are needed to address the funding gap for community-funded infrastructure.

A program built on municipal competition for limited infrastructure funding and forcing reductions in DCCs will not meaningfully help a rapidly growing community like New Westminster. The City has always supported adding a diversity of new housing; we are asking the Province to recognize these efforts by prioritizing infrastructure funding for those municipalities actively encouraging more homes.

Need for Provincial Services to Keep Pace with Municipal Growth

The City appreciates the grant funding, investments and financing tools that senior levels of government have provided. We need the Province to continue investing in affordable housing, schools and transit in our community. Continued partnership will help ensure that as New Westminster grows toward its Housing Target, it remains a livable city.

The requests outlined in this letter are also reflected in a Union of BC Municipalities (UBCM) resolution, attached as Appendix A.

Your attention to this important matter is appreciated.

Yours truly,

Patrick Johnstone
Mayor

Appendix A – Union of BC Municipalities Resolution

Need for Provincial Housing Legislation to Be Directly Tied to Infrastructure Funding

Submitted by the City of New Westminster

WHEREAS local governments are committed to implementing Provincial legislation aimed at delivering new housing supply and clarifying development contribution to growth-related infrastructure and amenities, and also rely on the Government of British Columbia to directly deliver certain services, including schools, transit, affordable housing, and supportive housing and related services for those living with homelessness, mental health and substance misuse;

AND WHERAS City of New Westminster analysis has found the amount of funding necessary to support infrastructure and amenities required to meet the needs of growth enabled through legislation, exceeds what can be collected while still ensuring that development remains financially viable, and at the same time, the Province of British Columbia and the federal government are actively collaborating to stimulate development by reducing Development Cost Charges (DCCs) to lessen financial barriers for developers and homebuilders, to help them build more housing in the current uncertain economic environment;

THEREFORE BE IT RESOLVED THAT UBCM call on the Government of British Columbia to provide funding for the infrastructure and amenities needed to achieve the legislated housing targets and density for those local governments that are actively working toward enabling new supply;

AND BE IT FUTHER RESOLVED THAT UBCM call on the Government of British Columbia to provide the services within their mandate, such as schools, transit, affordable housing, and supportive housing and related services for those living with homelessness, mental health and substance misuse, needed to serve the population growth anticipated based on the legislated housing targets and housing needs report, in those municipalities where the local government is actively working toward enabling new supply.

CITY OF PRINCE GEORGE

Office of the Mayor

1100 Patricia Blvd. | Prince George, BC, Canada, V2L 3A9
250-561-7600 | mayorandcouncil@princegeorge.ca | PrinceGeorge.ca

Rural Governments in British Columbia

Transmitted via email

August 20, 2026

RE: City of Prince George requesting support for the Northern and Rural Homeowners Grant

Dear Colleagues,

On behalf of Prince George City Council, thank you to the many local governments that have supported our request for the Province to reconsider its decision to end the Northern-Rural Homeowner Benefit.

Background:

The homeowner grant offered by the Government of British Columbia helps reduce the amount of property tax residents pay each year on their principal residence. The grant is available to homeowners who pay property taxes either to a municipality or directly to the Province if they live in a rural area.

The current regular grant amount is $570 for properties in the Capital, Metro Vancouver, and Fraser Valley Regional Districts. For all other areas of the province, the grant amount is $770. Effective for the 2027 and subsequent taxation years, the additional $200 Northern and Rural Homeowner Benefit will be repealed.

Why this matters:

Repealing this benefit will have a disproportionate impact on northern and rural communities, where residents already face higher living costs associated with transportation, longer supply chains, increased heating and cooling expenses, and more limited access to services than those typically experienced in southern urban centres.

Maintaining regional recognition within provincial programs remains essential to supporting affordability, economic resilience, and fairness for northern and rural residents.

Requested action:

The resolution was endorsed at the North Central Local Government Association (NCLGA) Convention and has been forwarded to the Union of BC Municipalities (UBCM) for consideration at the September 2026 Convention. The resolution has been included in the 2026 UBCM Resolutions Book and can be found on page 84.

We are also pleased to note that MLA Rosalyn Bird has expressed support for the resolution, and NCLGA is advocating to the relevant provincial ministers in support of maintaining the benefit.

We believe a strong and united voice opposing this planned provincial change remains important. We encourage northern and rural local governments affected by this decision to support the resolution at the September 2026 UBCM Convention by speaking in favour of it at the Pro Mic and voting to endorse the resolution.

CITY OF PRINCE GEORGE

Office of the Mayor

1100 Patricia Blvd. | Prince George, BC, Canada, V2L 3A9
250-561-7600 | mayorandcouncil@princegeorge.ca | PrinceGeorge.ca

We also welcome additional letters of support that the City can reference as part of ongoing advocacy efforts, including meetings with provincial ministers and government officials.

Finally, we encourage local governments to engage directly with their MLAs to reinforce the importance of maintaining fair and regionally responsive provincial programs that recognize the unique challenges facing northern and rural communities.

Respectfully,

Simon Yu
Mayor
City of Prince George

Outlook

Invitation – ATVBC 25th Anniversary AGM & Jamboree | September 10–14

From 108 ATV CLUB <108atvclub@gmail.com>
Date Wed 2026-08-26 16:57
To Inquiry <inquiry@barriere.ca>

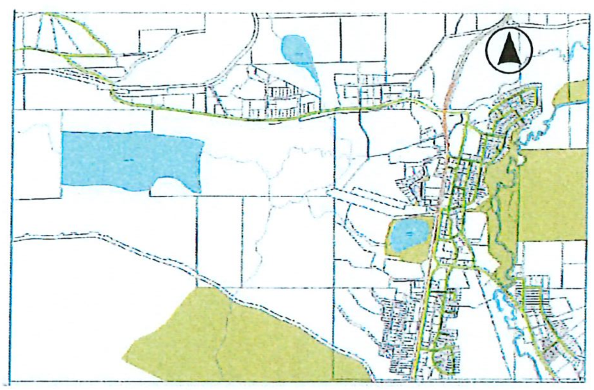
Dear Mayor,

On behalf of the 108 ATV Club and ATVBC, I would like to personally invite you to join us in 100 Mile House for the **ATVBC 25th Anniversary AGM & Jamboree, September 10–14, 2026.**

Last year, many of you joined us for our MLA & VIP Ride in the South Cariboo. It was a tremendous opportunity to bring elected officials, community leaders and ATVBC together on the trails for some very productive—and enjoyable—conversations about motorized recreation, rural tourism and connecting our communities.

This year, we want to show you what has happened since.

The District of 100 Mile House has just adopted a new bylaw allowing permitted ORV access into town on designated routes. This is a major step forward for our community and something the 108 ATV Club and ATVBC have been advocating for over the past several years.



100 Mile House council passes new bylaw allowing ORV access to community roads
100milefreepress.net

Even more exciting, other BC communities are already reaching out to us asking how we can help them pursue similar access.

This year's Jamboree is also ATVBC's **25th Anniversary Homecoming**, returning to the South Cariboo where the organization began. We expect ATVBC members and clubs, ORV manufacturers and dealers, elected officials, community leaders and visitors from around the province.

Several ORV dealers and industry representatives are attending and bringing machines to display and demo. **You don't need to bring an ORV or even have previous riding experience**—we will do our best to provide machines, safety equipment and experienced riders for our invited guests.

Most importantly, we'd like you to come ride with us.

It is an opportunity to meet and talk with constituents in a relaxed environment while experiencing firsthand what we are advocating for: **responsible ORV recreation, safe trail networks, connections between rural communities, tourism and economic opportunities, and practical partnerships between recreation groups and government.**

Last year's MLA Ride helped advance these conversations. ATVBC described it as an opportunity to showcase the value of ORV riding in rural communities and discuss connecting communities along the Gold Rush Snowmobile Trail from Clinton to Wells.

This year, we'd like to continue that conversation—and show you some of the progress that has already been made.

Whether you can join us for a ride, dinner, the AGM, or the entire weekend, we would be delighted to have you.

September 10–14, 2026
100 Mile House / South Cariboo, BC

Please let me know if you are interested and what your schedule might allow. We will work with you and your office to make participating as easy as possible.

We look forward to welcoming you back to the South Cariboo and celebrating **25 years of ATVBC** together.

Warm regards,

Mark Redl, Director

mark.redl@atvbc.ca

ALC PROVINCIAL AGRICULTURAL LAND COMMISSION

T: 604-660-7000
E: ALCBurnaby@Victoria1.gov.bc.ca
201 – 4940 Canada Way, Burnaby
B.C., Canada V5G 4K6

August 21, 2026

The Honourable Lana Popham
Minister of Agriculture and Food
Room 325 Parliament Buildings
Victoria, BC V8V 1X4

DELIVERED ELECTRONICALLY

Dear Minister Popham:

Re: Response to Discussion Paper on Encouraging Food Processing Inside the Agricultural Land Reserve

The Agricultural Land Commission (Commission) appreciates the opportunity to provide feedback regarding the proposal to designate food processing facilities on certain Agricultural Land Reserve (ALR) lands as a permitted use, provided specified soil capability and sourcing requirements are met.

The Commission recognizes the important role that food processing plays in British Columbia's food system. Food processing can create value-added opportunities for farmers, strengthen supply chains, support food security, and contribute to economic development. The Commission has historically supported food processing proposals where a meaningful connection to BC agriculture can be demonstrated. Existing regulations already provide opportunities for farm-based processing and establish a framework through which processing proposals that do not meet regulatory requirements may be considered on a case-by-case basis through the Commission's application process.

However, the proposal raises serious concerns regarding the long-term protection of the agricultural land base, the viability of farming, agricultural land affordability, and the continued ability of the ALR to fulfill its statutory purposes. In the Commission's view, the proposal represents a significant policy shift that has not been supported by evidence demonstrating the need for change or showing that the proposed change would increase agricultural production, improve farm viability, or enhance food security within British Columbia.

A central concern for the Commission is that the proposal appears designed primarily around the needs of industrial food processors rather than the needs of agriculture. Facilities operating under the proposed framework could source 95 percent of their inputs from outside British Columbia and Canada. The Commission is not satisfied that the discussion paper demonstrates how allowing industrial development opportunities on ALR land with such limited reliance on

B.C. agricultural products would materially increase agricultural production, strengthen farm viability, or improve food security within the province of BC.

Part of the Commission's mandate is to preserve agricultural land and encourage farming. In considering this proposal, it is important to recognize the broader context in which pressures on the ALR continue to evolve. Agricultural land is frequently viewed as “land in waiting” of competing land uses (i.e. residential, commercial and industrial) as economic, and political priorities change over time. In many parts of British Columbia, particularly in the South Coast and Okanagan regions, agricultural land is increasingly perceived as comparatively affordable when measured against the cost of residential, commercial, and industrial land outside of the ALR.

The Commission is concerned that the proposal appears to reflect growing pressure to address industrial land constraints through access to agricultural land. Over the past several decades, significant areas of industrial land have been converted to other uses, including residential and commercial development. In the Metro Vancouver region alone, more than 3,000 hectares of industrial land have reportedly been redesignated to other uses over the past thirty years. As industrial land becomes scarcer and more expensive, pressure increasingly shifts toward the ALR. The Commission is not persuaded that the long-term preservation of agricultural land should be compromised in order to address industrial land supply challenges that exist outside the agricultural sector. The Commission is concerned that this proposal reflects a broader trend of treating agricultural land as a solution to industrial land availability and affordability challenges rather than protecting agricultural land as a finite resource intended to support agricultural food production and encourage farming for future generations.

Only a small proportion of British Columbia's land base possesses the soil, climate, and topographic characteristics necessary to support agriculture. The ALR was established to ensure that lands capable and suitable for agriculture would be preserved over the long term. While the ALR contains approximately 4.6 million hectares of land, a significant portion (54%) is Crown land and much of the land within the ALR is already occupied by roads, airports, utility corridors, landfills, forestry activities, water bodies, recreation tenures, residences, and other permitted uses that reduce the amount of land available for primary agricultural production.

The Commission is alarmed not only with the immediate impact of the proposal, but also with its cumulative effect on the agricultural land base. The proposal would establish a new industrial-use entitlement within the ALR and contribute to the ongoing reduction of land available for primary agricultural production. This concern is particularly significant given existing pressures from residential development, transportation infrastructure, energy development (oil & gas, wind and solar farms) and other non-farm uses that already occupy portions of the ALR.

The Commission also wishes to address a key assumption underlying the discussion paper that Class 4 to 7 lands are of limited agricultural value. The Commission does not agree. The Ministry's own historical analysis has recognized that lower capability lands support specialty crops, forage production, livestock operations, orchards, vineyards, berry production, and other agricultural enterprises (Class 4, 5 and 6). These lands often play a critical role in regional agricultural systems and should not be viewed as surplus to agriculture simply because they possess a lower agricultural capability classification.

The proposal's focus on serviced Class 4 lands raises additional concerns. Many of the Province's most productive agricultural areas are located in proximity to transportation corridors, utilities, labour pools, and population centres. These same characteristics make such lands attractive for industrial development. Using servicing as a basis for reducing protections on agricultural land will place some of the Province's most strategically located agricultural lands into direct competition with industrial-scale development.

The Commission also notes that the discussion paper does not accurately describe the current regulatory framework respecting processing within the ALR. Existing permissive regulations (50% rule) do not limit processing based on facility size. Rather, they require that processing occurring on agricultural land maintain a direct connection to agricultural production. The current regulatory framework is designed so that processing on ALR land remains supportive of farming and agricultural production rather than functioning as a stand-alone industrial activity.

Where a processing proposal does not satisfy the regulatory requirements, the Commission already has an established application process through which site-specific proposals may be evaluated. Existing regulations and the application process are intended to work together: the regulation provides certainty for farm-based processing activities, while the application process provides flexibility to consider other proposals on their individual merits. The discussion paper does not demonstrate why this existing framework is inadequate or why the removal of case-by-case Commission review is necessary.

The Commission believes the fundamental policy question remains unanswered by this proposal:

How does allowing facilities that may source up to 95 percent of their inputs from outside British Columbia and Canada materially help British Columbia farmers grow more food?

The Commission's comments that follow examine this question through four primary themes: the weakening of the connection between processing and agriculture, the creation of industrial development opportunities without demonstrated agricultural benefit, the replacement of case-by-case review with broad eligibility criteria, and the lack of evidence that the proposal would advance the purposes of the Agricultural Land Reserve.

Theme 1: The Proposal Weakens the Connection Between Processing and Agriculture

At the heart of the proposal is a fundamental question: **how does allowing facilities that import up to 95 percent of their inputs from outside British Columbia and Canada strengthen British Columbia agriculture?**

While the discussion paper repeatedly links the proposal to food security, supply-chain resilience, and support for British Columbia agriculture, the proposal measures success primarily in terms of processing capacity rather than agricultural production capacity. These are not the same.. A proposal that increases the processing of food within British Columbia does not necessarily increase the production of food within British Columbia.

The existing regulatory framework permits food processing within the ALR where a meaningful connection to agricultural production is demonstrated. There are two streams for processing in the ALR right now; an application, or processing under the current 50 percent rule, which ensures that processing remains substantially connected to agricultural production occurring on the farm or through agricultural cooperative arrangements. The 50 percent rule is intended to ensure that processing occurring on agricultural land supports agricultural production, creates a meaningful connection between processors and producers, and provides an incentive for agricultural production within British Columbia.

The proposed 5 percent rule fundamentally changes that policy rationale.

Under the proposal:

- none of the product being processed is required to originate from the host parcel or farm;
- only five percent of facility inputs are required to originate in British Columbia; and
- up to ninety-five percent of facility inputs may originate from outside British Columbia.

While the discussion paper repeatedly characterizes the 5 percent requirement as a meaningful connection to British Columbia agriculture, at its core the proposal is designed to increase industrial processing capacity and related commercial activity rather than agricultural production capacity.

The Commission remains concerned that industrial development on ALR land is being justified on food-security grounds despite the fact that facilities operating under the proposed framework may source up to 95 percent of their inputs from outside British Columbia. The proposal would permit the increased processing of food within British Columbia without requiring a corresponding increase in the production of farm products within British Columbia.

How such facilities would materially strengthen agricultural production, food security, farm viability, or agricultural resilience within the province of BC has not been demonstrated by the proposal.

The Commission is therefore not satisfied that a 5 percent sourcing threshold establishes a meaningful or sufficient connection between industrial processing facilities and the agricultural purposes of the ALR.

Theme 2: The Proposal May Increase Industrial Development Opportunities Without Demonstrated Agricultural Benefit

Several of the justifications advanced in support of the proposal are directed toward the needs of industrial-scale food processors, including:

- access to large parcels;
- lower land costs;

- transportation infrastructure;
- labour availability; and
- access to utilities and services.

The Commission's concern is that the rationale presented throughout the discussion paper is largely framed around the operational and economic needs of processors rather than the needs of agricultural producers. The benefits cited in support of the proposal, including access to lower-cost land, larger sites, transportation infrastructure, utilities, and labour pools, are primarily development and business considerations. However, the discussion paper provides comparatively little evidence, if any, demonstrating how the proposal would increase agricultural production, improve farm profitability, support farm succession, enhance access to affordable farmland, or strengthen the long-term viability of farming in British Columbia. As a result, the proposal appears structured primarily to address processor land-use needs rather than agricultural production needs.

Indeed, many of the factors identified in support of the proposal, including access to affordable land, transportation infrastructure, labour, utilities, and opportunities for expansion, are equally important to farming operations and agricultural production. In the Commission's view, approval of the proposal would place farmers in direct competition with industrial developers and investors for access to agricultural land, including land that is suitable for farm expansion or agricultural entry opportunities. This outcome is inconsistent with the Commission's mandate to preserve land for agricultural production and encourage farming.

By introducing a new industrial development opportunity within the ALR, the proposal will increase demand and place upward pressure on agricultural land values and lease rates, and make it more difficult for farmers to acquire, lease, and expand agricultural operations.

The proposal would create new land-access advantages for industrial processors while doing little to address the affordability and land-access challenges facing farmers. The proposal appears to improve access to land for industrial users while making agricultural land less accessible for agricultural producers.

The Business Council of BC (BCBC) media release entitled *Strengthening BC's Economy amid US Tariff Threats* suggested that "only half the ALR in Metro Vancouver is actively used for farming" and that "significant portions are underutilized across the province" and should therefore be used for more industrial food processing.

In Metro Vancouver, 63% of parcels within the Agricultural Land Reserve are actively farmed. Another 13% are unavailable due to existing development, including residential areas, transportation infrastructure, landfills, water management systems, parks, and ecological reserves (ALUI, 2022). The remaining 24% of parcels that are not currently farmed appear to be idle by choice. Notably, 71% of these unused parcels are residential properties with no active agricultural use despite being suitable for farming.

The solution to unlocking the agricultural potential of these lands is not the industrialization of the ALR, but rather a thoughtful restructuring of provincial tax policies

and a critical review of how non-resident ownership affects farmland prices and availability.

The Commission, along with many local governments, believes current policies can inadvertently encourage speculation, under-utilization of farmland, and the gradual encroachment of non-farm uses into the ALR. These trends continue to create barriers to encouraging farming and supporting agricultural production.

The Commission believes that the goal of the ALR should not simply be preserving farmland. **The goal should be preserving farming.**

The Commission notes that preserving the agricultural land base alone is insufficient if farmers are no longer able to compete for access to that land. Agricultural land cannot fulfill its purpose if escalating land values and industrial development pressures place it beyond the reach of agricultural producers. Currently British Columbia agriculture land values are the highest among all Canadian provinces.

The discussion paper provides no evidence demonstrating:

- a lack of industrial-zoned land suitable for food processing outside of the ALR, rather than the issue being the cost of industrial land;
- that existing industrial lands cannot accommodate projected demand;
- that current approval processes are materially constraining investment in food processing; or
- that ALR lands are necessary to achieve provincial processing objectives.

The Commission also notes that British Columbia's food and beverage processing sector has grown substantially without any change to the existing regulatory framework. While the number of food and beverage processors increased from approximately 1,500 in 2015 to approximately 3,200 in 2024[1]. These figures suggest that the existing regulatory framework has not prevented significant growth in the food and beverage processing sector.

The Commission remains unclear as to what specific problem the proposed changes are intended to solve. Food processing activity has grown under the existing framework and the discussion paper does not demonstrate that the current approval process is preventing growth. Food processing facilities already have access to a Commission application process where site-specific proposals can be considered on their merits. The proposal removes the current local government to ALC case-by-case review and replace it with a broad regulatory entitlement.

Similarly, the case for directing additional processing facilities onto ALR land has not been established by evidence or knowledge of the Commission. Our experience managing a wide variety of land uses should be drawn upon, not bypassed. Information available for the Metro Vancouver region indicates that the industrial vacancy rate has increased to approximately 3.1

[1] https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/business-market-development/food-beverage-processing

percent while a significant inventory of industrial land remains vacant and available for development.

Nor does the discussion paper explain why farmers should be required to compete with industrial-scale processors for access to agricultural land when the purpose of the ALR is to preserve land for agricultural production and encourage farming. That question becomes particularly important where proposed facilities may import up to 95 percent of their agricultural inputs from outside British Columbia and their business models are not dependent upon increasing agricultural production within the province.

In the Commission's view, the proposal appears to create substantial new industrial development opportunities on agricultural land without a corresponding agricultural benefit or incentive. The discussion paper has not established that expanding access to ALR land is necessary to achieve provincial processing objectives, nor has it demonstrated that the resulting impacts on farmland affordability, farmer access to land, and competition for agricultural land have been considered.

Theme 3: The Proposal Relies on Broad Eligibility Criteria as Substitutes for Case-by-Case Review

The proposal relies heavily on broad screening criteria, including:

- agricultural capability classifications;
- servicing requirements;
- minimum sourcing thresholds;
- professional assessments; and
- complaint-driven enforcement.

The Commission is alarmed that these criteria are being used to replace site-specific review rather than inform site-specific review.

Agricultural Capability Does Not Equal Agricultural Value

The proposal assumes that lower capability lands are generally suitable candidates for industrial development.

The Commission does not agree.

Historical Ministry of Agriculture analysis recognized that lower-capability lands may nevertheless possess significant agricultural value and cautioned against assuming that lower agricultural capability equates to lower agricultural importance.

Significant agricultural activity occurs on Class 4-7 lands throughout British Columbia, including grazing, forage production, berries, grapes, nuts and tree fruit crops, agroforestry, and intensive agricultural enterprises.

Historical Ministry analysis also recognized that the soil characteristics responsible for lower agricultural capability ratings have the very characteristics that make certain lands highly productive for specific crops, including grapes, tree fruits, berries, cranberries, and blueberries.

Class 4 and 5 lands also play an important role in forage production and can have as much or more potential for forage crops than higher-capability lands in regions where beef and dairy production are significant agricultural activities.

The Commission routinely observes that agricultural capability alone is not a reliable indicator of agricultural value. The proposal fails to adequately account for cumulative losses of agricultural land, regional dependence on lower-capability lands, future climate adaptation opportunities, management and technological advances that increase productive capacity, and the importance of maintaining a continuous agricultural land base.

The Inclusion of Serviced Class 4 Lands Represents a Significant Policy Shift

The Commission is particularly concerned with the proposal to permit industrial-scale food processing development on serviced Class 4 lands.

Agricultural capability and servicing measure fundamentally different things. Agricultural capability reflects the agricultural potential of land. Servicing reflects development readiness. Under the proposal, the presence of servicing becomes a basis for reducing protections on agricultural land.

The significance of including Class 4 lands should not be understated. Approximately 1.4 million hectares of ALR land are classified as Class 4, representing approximately 30 percent of the ALR in British Columbia. More broadly, Classes 4, 5, and 6 lands collectively comprise approximately 3.3 million hectares, or nearly 72 percent of the entire ALR land base. While these lands are often characterized as lower capability, they form the majority of the agricultural land protected within the ALR and are therefore fundamental to the long-term preservation of agriculture in British Columbia

Class 4 lands support a wide range of agricultural activities, including forage production, berry crops, vegetables, tree fruits, vineyards, livestock operations, and other specialty agricultural enterprises. Policy discussions focused primarily on higher capability lands can understate the agricultural importance of lands that, despite certain limitations, continue to support significant agricultural production. This extends to Class 5 and Class 6 lands, which also support tree fruit, vineyards and much of the rangeland that underpins ranching operations throughout British Columbia, critical to the success and viability of the province's livestock sector. The Commission also notes that agricultural capability ratings reflect the breadth of agricultural opportunities available on a parcel, rather than the suitability of land for a particular agricultural use. As a result, lands with lower capability ratings and a limited range of cropping options may nevertheless be highly productive and well suited to specific crops or agricultural enterprises. The characterization of Class 4, 5, and 6 lands as "lower capability" does not recognize or understand the contribution to agricultural production or their importance to the long-term resilience and diversity of British Columbia's agricultural land base.

Many serviced Class 4 lands are located near population centres, transportation corridors, labour pools, and existing infrastructure. These same features make such lands attractive for both agricultural production and industrial development. The proposal risks placing some of the province's most strategically located agricultural lands into direct competition with industrial developers.

The proposed cap should not be viewed as insignificant. Based on there being approximately 2.1 million hectares of fee simple / privately owned land in the ALR, the development cap of 0.25 percent would permit approximately 5,250 hectares of ALR land to be utilized for industrial purposes. While expressed as a small percentage, the potential land area affected is substantial given the proximity of farmland in BC to transportation corridors, services, and urban centres.

The discussion paper provides no analysis of where such development is likely to occur, whether it would disproportionately affect serviced Class 4 lands, or how cumulative impacts on agricultural production, farmland affordability, and agricultural communities would be managed.

The Commission is also concerned that the proposal establishes a precedent whereby the existence of servicing becomes justification for reducing ALR protections. The discussion paper does not explain what policy principle would prevent future expansion of this approach through changes to servicing criteria, servicing dates, or additional capability classes.

The proposal therefore provides no assessment of how permitting industrial-scale development on serviced Class 4, and Class 5 and 6 lands would affect agricultural land affordability, farmer access to land, or the long-term preservation of strategically located agricultural land.

Agricultural Capability Classifications Should Not Become Industrial Development Rights

Historically, agricultural capability classifications have been used to evaluate agricultural potential and inform land-use planning decisions. The proposal would fundamentally change that role by using capability classifications as a mechanism for establishing industrial development rights within the ALR.

Once regulatory benefits become associated with lower-capability classifications, significant economic incentives are created. Land purchases, land valuation, and development decisions will increasingly be influenced by development eligibility rather than agricultural productivity.

The Commission is concerned that the proposal will increase speculation, create pressure to identify lower-capability areas within properties, and shift agricultural capability assessments from tools for evaluating agricultural potential into tools for establishing industrial development opportunities.

The proposal also places considerable reliance on agricultural capability mapping as a determinant of development eligibility. The agricultural capability mapping currently available within the ALR was developed primarily as a planning tool and was not designed to establish industrial development rights at a parcel level. In some areas, mapping boundaries reflect historical interpretations and digital conversions that may not align precisely with current cadastral or base-mapping information. Where significant economic benefits become associated with particular capability classifications, the Commission anticipates increased disputes regarding mapping accuracy, capability interpretation, and development eligibility.

The discussion paper does not specify whether eligibility would be determined using improved agricultural capability ratings, unimproved agricultural capability ratings, or another classification methodology. This distinction is significant because the amount of land potentially eligible under the proposal could vary substantially depending on the approach adopted. For example, in the Lower Mainland, approximately 57,403 hectares of ALR land, representing roughly 61 percent of the region's ALR land base, are classified as Classes 4, 5, 6, and 7 using unimproved capability ratings. The discussion paper provides no analysis of how the choice between improved and unimproved capability ratings would affect eligibility, the amount of land potentially available for development, or the cumulative impacts on agricultural production. Without this information, it is difficult to assess the scope of the proposal or the extent of agricultural land that may ultimately become eligible for industrial development opportunities.

Agricultural Improvements Should Not Create a Regulatory Disadvantage

Many lower-capability lands possess considerable opportunities for enhancement through drainage, irrigation, soil management, and other agricultural investments. However, where development opportunities are associated with lower capability classifications, landowners may perceive greater value in maintaining a lower-capability designation than in undertaking improvements that enhance agricultural productivity.

In the Commission’s view the proposal could create unintended incentives for land degradation or the failure to maintain agricultural improvements if lower capability classifications become associated with industrial development opportunities. The Commission routinely encounters applications in which the lack of current agricultural use, the absence of agricultural investment, or the degraded condition of a property are cited as evidence that the land has limited agricultural value and should be considered for non-farm development. The proposal risks reinforcing these incentives by attaching potential development benefits to lower capability classifications rather than encouraging agricultural improvement and production. Such outcomes would be inconsistent with the purposes of the ALR and the long-standing objective of preserving, enhancing, and encouraging the agricultural use and productivity of agricultural land.

Servicing Does Not Necessarily Indicate Suitability

The proposal further assumes that serviced lands are appropriate candidates for food processing development. However, the discussion paper does not clearly define what constitutes a "serviced" parcel beyond general references to roads, utilities, water, sewer, and electricity. It is unclear whether private wells, innovative on-site wastewater systems, or other private servicing arrangements would satisfy the proposed criteria, and if so, whether such servicing should be sufficient to unlock industrial development opportunities within the ALR.

A parcel may technically satisfy servicing requirements while lacking infrastructure capable of supporting industrial-scale operations. The existence of an access road, for example, does not establish that the road network can safely accommodate the frequency, weight, and turning requirements of commercial truck traffic associated with food processing facilities.

The proposal appears to assume that the existence of a road is evidence of development suitability. The Commission does not agree. A road network that is adequate for agricultural, rural residential, or low-intensity commercial uses may be wholly inadequate for industrial-scale food processing operations. Where local governments subsequently identify post-development safety concerns or infrastructure deficiencies requiring road widening, intersection upgrades, turning lanes, or other improvements, additional pressure may be placed on agricultural land to accommodate such upgrades. The discussion paper does not assess these potential consequences or explain how they would be managed.

Water systems, wastewater infrastructure, electrical service, and transportation networks that may be adequate for existing agricultural, residential, or rural commercial uses may not have the capacity to support the water consumption, wastewater discharge, energy requirements, or traffic volumes associated with large-scale processing facilities. The discussion paper does not address whether existing infrastructure capacity would be assessed, whether infrastructure upgrades would be permitted, or whether such upgrades would themselves create additional development pressures within the ALR.

The Definition of "Processing" Is Broader Than Most Readers Realize

The discussion paper refers repeatedly to food processing facilities. However, the proposal is specific to section 11 of the *ALR Use Regulation*, which currently designates the storing, packing, preparing, **and** processing of farm products as a farm use where at least 50 percent of the product being handled originates from the farm or qualifying agricultural sources.

This raises a broader policy question regarding the continued characterization of these activities as a farm use. Under the proposed framework, none of the products handled by a facility would be required to originate from the host parcel or farm and only five percent would be required to originate from British Columbia. As a result, the direct connection between the activity and agricultural production would be largely symbolic.

The discussion paper does not explain whether activities authorized under the proposed framework would continue to be considered farm uses or whether they would more appropriately be characterized as non-farm industrial or commercial activities occurring on agricultural land.

The proposal also raises a significant question as to whether large-scale storage, warehousing, distribution, refrigerated logistics facilities, and other industrial food-handling operations could qualify under the proposed framework.

A facility could potentially satisfy the proposed 5 percent sourcing threshold while functioning as a stand-alone warehousing or distribution operation rather than a processing facility, particularly if the proposed amendments apply broadly to all activities currently authorized under section 11 of the ALR Use Regulation.

The proposal blurs the distinction between agricultural processing and industrial logistics operations. As drafted, the proposal may create a pathway for stand-alone storage, warehousing, distribution, and other industrial-scale food handling facilities to locate within the ALR despite having only a minimal connection to agricultural production in British Columbia.

This distinction is significant because it expands the potential pool of industrial users eligible to locate within the ALR. Stand-alone storage, warehousing, distribution, refrigerated logistics, and similar facilities may compete directly with agricultural uses for access to land, infrastructure, services, and labour. Historically, these forms of development have been directed to industrially zoned lands rather than agricultural lands, in recognition of their industrial rather than agricultural function.

Without clear limitations, the proposal risks introducing several new categories of industrial development into the ALR through a section of the regulation that was originally intended to support activities closely connected to farming and agricultural production.

Theme 4: The Proposal Has Not Demonstrated That the Purposes of the ALR Will Be Advanced

The proposal is presented as a food security and agricultural initiative; however, the measures contained in the discussion paper primarily address the needs of industrial food processors rather than the needs of agricultural producers. The proposal focuses on reducing land access constraints for processors while providing no evidence that British Columbia farmers will produce more food, gain greater market opportunities, or realize improved farm viability as a result.

The discussion paper provides:

- no evidence supporting the selection of a 5 percent sourcing threshold;
- no assessment of how primary agriculture can compete with industrial food processing and remain viable;
- no definition of processing;
- no analysis of industrial land alternatives;
- no assessment of impacts on farmland affordability;
- no assessment of implications for farm succession and farmer access to land;
- no cumulative impact assessment;
- no clear framework for administering the proposed cap on eligible lands; and
- no detailed explanation of how compliance with sourcing requirements will be monitored and enforced over time.

The discussion paper provides no cumulative impact assessment, nor does it evaluate the implications of permitting up to approximately 5,250 hectares of fee simple / privately owned ALR land to be utilized for agriculture-industrial purposes under the proposed 0.25 percent cap. While expressed as a small percentage, the potential land area affected is substantial and may have disproportionate impacts if concentrated in strategically located agricultural regions.

The Commission suggests the discussion paper provides no framework explaining how the proposed 0.25 percent cap would be administered, monitored, or allocated across the province. Because development decisions would occur in multiple local government jurisdictions, it is unclear how local governments, applicants, or the Commission would determine how much of the cap has already been utilized or remains available. The discussion paper does not explain whether development opportunities would be allocated on a first-come, first-served basis, whether any regional distribution would be considered, or how disproportionate concentration in areas experiencing the greatest industrial development pressure would be prevented. Without such a framework, it is difficult to assess whether the proposed cap would function as a meaningful safeguard on cumulative impacts.

Perhaps most importantly, the proposal does not demonstrate that increased processing capacity will produce a corresponding increase in agricultural production within British Columbia where only five percent of facility inputs are required to originate from within the province.

Facilities operating under the proposed framework may source up to ninety-five percent of their agricultural inputs from outside British Columbia, including products that may compete directly with those produced by B.C. farmers. As drafted, the proposal may increase the movement, storage, processing, and distribution of agricultural products within British Columbia without requiring a corresponding increase in agricultural production within British Columbia. The Commission is alarmed that the proposal will facilitate industrial activities whose success is dependent upon imported agricultural products rather than products grown in British Columbia. The discussion paper does not assess whether such activities could increase competition for B.C. producers or affect the long-term viability of agricultural production within the province.

The Proposal Lacks an Adequate Oversight, Monitoring, and Enforcement Framework

A central feature of the proposal relies upon professional assessments, self-certification, complaint-driven investigations, and post-construction enforcement.

The proposal shifts oversight from preventative review and authorization by the Commission to reactive enforcement. Under the current framework, potential impacts on agricultural land and farming activities are evaluated before development occurs. Under the proposed framework, many issues may only be identified after agricultural land has been altered, paved, or developed for non-farm uses and substantial investments have been made. Once land has been disturbed and industrial facilities established, regulatory intervention becomes significantly more difficult and the impacts on agricultural capability and future farm use may already be severely damaged.

The discussion paper does not explain:

- who will review agricultural capability assessments (see ALC Agrologists letter attached);
- when or whether those assessments will be reviewed (see ALC Agrologists letter attached);
- how conflicting professional opinions will be resolved (see ALC Agrologists letter attached);
- how ongoing compliance with the 5 percent sourcing threshold will be monitored;

- how cumulative impacts will be tracked;
- what resources will be dedicated to enforcement; or
- what occurs when a facility ceases to meet eligibility requirements after construction.

The proposal also appears to assume that sufficient resources exist to support ongoing monitoring, investigation, and enforcement activities. However, the discussion paper does not assess the administrative burden associated with reviewing agricultural capability assessments, investigating complaints, verifying sourcing requirements, monitoring compliance over time, tracking cumulative impacts, or taking enforcement action where non-compliance is identified.

The Commission notes that compliance and enforcement workloads have increased significantly in recent years while staffing and operating resources at the ALC remain constrained. The Commission has experienced sustained growth in application volumes and compliance and enforcement complaints, while operating funding has remained essentially flat. Recent staffing reductions and budget pressures have already affected the Commission's service capacity and response times. The proposal does not identify any additional resources that would be dedicated to these new responsibilities or explain how an expanded compliance-based model would be implemented in practice.

The Commission's experience is that prevention is considerably more effective than enforcement after development has occurred. Once land has been developed, buildings constructed, infrastructure installed, and businesses established, regulatory intervention becomes extremely difficult, and the impacts on agriculture and agricultural land become effectively irreversible. The Commission has consistently found that the protection of agricultural land is best achieved through review and authorization before development occurs, rather than through enforcement after development has taken place.

The proposal therefore removes a principal safeguard currently protecting agricultural land, namely independent review before development occurs, without demonstrating that an equivalent safeguard exists after development. The proposal removes Commission oversight while providing no framework for how equivalent protection of agricultural land will be achieved through monitoring, compliance, and enforcement activities. Nor does it demonstrate that sufficient administrative capacity exists to support the expanded enforcement role contemplated by the proposal.

Conclusion

The Commission supports food processing that remains demonstrably connected to agricultural production and recognizes the important role processing plays in supporting farmers, food security, value-added agriculture, and economic development.

However, the Commission does not support the proposal before it.

The proposal represents one of the most significant policy shifts affecting the Agricultural Land Reserve in decades. It would authorize industrial-scale food processing facilities, and potentially related warehousing, storage, and distribution activities, on ALR land while requiring only a minimal connection to British Columbia agriculture and eliminating independent Commission review that currently evaluates impacts on agricultural land on a case-by-case basis.

The consultation on a proposal representing one of the most significant policy changes affecting the ALR in decades was undertaken during a Provincial State of Emergency effecting many farms in the Southern Interior and Okanagan, in the month of August, when many agricultural producers, stakeholders, and local governments are managing seasonal operational demands, council recesses, or annual leave schedules. Given the magnitude of the proposed changes and their potential long-term implications for agricultural land use in British Columbia, the Commission questions whether the consultation process was structured in a manner that maximized informed participation, comprehensive public scrutiny, and fulsome consideration of the proposal's potential impacts on B.C. agriculture.

In the Commission's view, the proposal is fundamentally directed at increasing industrial processing capacity rather than agricultural production capacity. Viewed as a whole, the proposal appears designed primarily to address the land-use, cost, and expansion needs of food processors rather than the production, profitability, and land-access needs of British Columbia farmers. The discussion paper has not demonstrated why access to agricultural land is necessary to achieve provincial processing objectives, how the proposal advances the purposes of the ALR, or how permitting facilities to source up to 95 percent of their inputs from outside British Columbia would encourage agricultural production within the province. The proposal increases competition for agricultural land and places primary producers at a disadvantage while providing substantial benefits to industrial processors. The discussion paper provides no evidence demonstrating how the proposal would materially increase agricultural production, improve farm viability, or strengthen provincial food security.

The Commission is further concerned that the proposal would establish a precedent whereby industrial development opportunities can be created within the ALR through broad regulatory exemptions, through lobby and opinion rather than through evidence, data, or independent assessment of site-specific impacts. Such an approach risks weakening one of the principal safeguards that has protected agricultural land in British Columbia for more than fifty years.

The Commission is troubled that the proposal increasingly positions the Agricultural Land Reserve as a mechanism for addressing industrial land constraints rather than preserving land for agricultural production and encouraging farming.

The Commission is not satisfied that the discussion paper demonstrates:

- that the existing approval framework is preventing food processing investment;
- that industrial land alternatives are unavailable or insufficient;
- that a need exists to direct additional processing facilities onto agricultural land;
- that a 5 percent sourcing threshold would materially strengthen British Columbia agriculture;
- that the proposal would increase agricultural production rather than simply increase industrial food processing, storage, warehousing, or distribution capacity;
- that a clear definition of industrial food processing has been established sufficient to assess the full scope and implications of the proposal;

- that permitting industrial development on lower capability classifications of soil is consistent with the long-term protection of the agricultural land base;
- that impacts on farmland affordability, farm succession, farmer access to land, and the long-term viability of farming have been considered;
- that the implications for local governments, adjacent agricultural operations, neighbouring landowners, and rural communities have been adequately assessed;
- that an effective monitoring, compliance, and enforcement framework exists to replace case-by-case Commission review following development approval and construction; or
- that the purposes of the Agricultural Land Commission Act and the Agricultural Land Reserve would be maintained under the proposed exemption.

The proposal fails to consider the likely impact on agricultural land values, the displacement of primary agricultural production, and the cumulative effects of introducing a new industrial-use entitlement into the ALR. Experience has demonstrated that, as industrial land supplies become constrained and industrial land values increase, pressure inevitably shifts toward agricultural land. The proposal provides no evidence that facilitating industrial development within the ALR is an appropriate or necessary response to those pressures.

The Commission's view is that the proposal removes one of the principal safeguards currently protecting agricultural land, namely independent review before development occurs, without demonstrating that an equivalent level of protection exists after development occurs.

The Commission further notes that preserving the agricultural land base alone is insufficient if farmers are no longer able to compete for access to that land. **The goal of the ALR should not simply be preserving farmland. The goal should be preserving farming.**

The establishment of the Agricultural Land Reserve was a bold and fundamental shift in public policy that placed greater value on the preservation of agricultural land for the benefit of present and future generations, rather than solely on short-term market forces. The result has been a resilient agricultural sector that contributes billions of dollars annually to British Columbia's economy and food system. This proposal, however, risks reversing that principle by prioritizing market pressures for industrial development over the long-term preservation of agricultural land and the encouragement of farming.

The Commission does not believe that the solution to unlocking the agricultural potential of British Columbia's farmland is the industrialization of the Agricultural Land Reserve. The appropriate response is to incentivize and encourage agricultural production, improve access to farmland for farmers, and strengthen policies that support farming and farm viability.

Ultimately, the Commission believes that the fundamental policy question remains unanswered by this proposal:

How does allowing facilities that may source up to 95 percent of their inputs from outside British Columbia materially help British Columbia farmers grow more food?

The proposal to remove Commission oversight while providing no framework for how equivalent protection of agricultural land will be achieved through monitoring, compliance, and enforcement activities. The Commission cannot support the creation of a broad new industrial-use entitlement within the Agricultural Land Reserve that prioritizes the land-use and expansion needs of industrial scale processors over the production, profitability, and long-term viability of British Columbia farmers.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Jennifer Dyson, Chair

Enclosure: ALC Senior Agrologist Letter

CC: The Honourable David Ebby, Premier of British Columbia

PROVINCIAL AGRICULTURAL LAND COMMISSION

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The Honourable Lana Popham
Minister of Agriculture and Food
Room 325 Parliament Buildings
Victoria, BC V8V 1X4

DELIVERED ELECTRONICALLY

Dear Minister Popham,

I am writing to supplement the Agricultural Land Commission's submission on the proposed change to the Agricultural Land Reserve Use Regulation, which would permit food-processing facilities on Class 5-7 soil (and Class 4 where serviced) without Commission approval, contingent on a registered professional agrologist's soil capability assessment submitted to the local government rather than the Commission.

I am the Commission's Senior Agrologist and Team Lead of the Soils team, where I have reviewed hundreds of soil capability assessments over the past ten years, following eleven years as a consultant conducting similar assessments across the province. In this capacity, I am the province's principal technical reviewer of agricultural capability assessments within the ALR context, and I want to raise a concern grounded directly in that work.

Soil capability classification involves professional judgment, and registered professional agrologists can and do arrive at different classifications for the same parcel, which is why the Commission developed Policy P-10 - Criteria for Agricultural Capability Assessments in 2017 to set a consistent standard for how these assessments are prepared and to address concerns about underqualified individuals conducting this specialized work. Despite the development and adoption of that policy, the problem of underqualified individuals carrying out this work has not been entirely resolved. A separate but equally concerning issue is that outcomes can be shaped by the interests of the party commissioning the soil capability assessment report. Underclassified soils are a recurring pattern with ALC applications, not the exception. Local governments do not have the in-house agricultural expertise to catch either issue, raising the risk that prime agricultural land will be unintentionally developed. Removing Commission oversight removes the mechanism best positioned to catch underqualified practitioners and underclassification of agricultural lands.

I am also concerned about including Class 4 and Class 5 land in this exemption, given that the intent of these proposed changes is to preserve prime agricultural land. Limitations at these classes, such as poor drainage, soil moisture deficiency, and soil structure constraints, commonly found in the Lower Mainland, are improvable through normal farm practices like tile drainage, irrigation, subsoiling, and soil amendments. Class 4 land can and does become Class 1 to 3 land once these practices are applied, and in some cases Class 5 land can be improved to reach prime status. In some areas of the Okanagan Valley, for example, Class 5 soils limited by a soil moisture deficiency are classified as Class 1 once irrigated, illustrating how dramatically a single improvable limitation can affect a parcel's soil capability.

Even if assessments are meant to rely on the land's improved capability rating rather than its unimproved rating, this would not resolve my concern, since whether a limitation is genuinely improvable is itself a judgment call made by the agrologist. This is precisely where the incentive issue raised above becomes relevant. The Commission consistently sees reports concluding that a limitation cannot be corrected, citing reasons such as cost, even where practices like drainage, irrigation, or soil amendment would resolve it. Land can end up assessed at a lower capability than its true potential which is why independent, neutral review of these assessments is essential.

I support the goal of strengthening food security in BC. However, agricultural soil loss is a well-documented, internationally recognized problem, and I'm concerned about what these changes could mean for soil-based agriculture in the province. Soil is a finite, largely non-renewable resource that takes centuries to form and, once paved over or developed, is essentially lost to agriculture permanently. Prioritizing food security through processing facilities that have a negligible connection to BC's agricultural land base is short-sighted, since it displaces agricultural soils rather than directly supporting BC farmers. This puts our agricultural sector and long-term food security at even greater risk.

The Commission has seen this pattern before. Past changes to the ALC regulations relating to cannabis and vertical farming were made without the Commission's input, and the resulting speculative rush to build production and processing facilities, many of which were never used to capacity and were later abandoned, is an outcome the Commission has had to manage despite having had no role in shaping the policy that produced it. Removing Commission oversight for food processing facilities risks a similar outcome, and arguably a worse one, since cannabis and vertical farming operations grow 100% of their product on the land itself. Indiscriminate building on agricultural lands driven by market speculation rather than genuine food security or processing need could still leave stranded facilities and permanently lost farmland and soils once demand fails to materialize. The Commission would ultimately be left to deal with the compliance and cleanup fallout of these facilities or requests for non-farm uses, as it has with abandoned cannabis and vertical farming facilities.

Finally, to date, I have not been part of the discussions on soil capability assessments related to the proposed changes despite being the Commission’s technical expert in this area. If the proposed changes move forward, I formally request to be included in consultations on the development of soil capability assessment criteria.

I also recommend the following if the proposed changes move forward:

- Independent review of any reclassification downward (either improved or unimproved rating) from the existing mapped agricultural capability in areas covered by 1:20,000 mapping.
- Independent review of all assessments in areas where only 1:50,000 agricultural mapping currently exists, given the greater uncertainty inherent in that coarser scale for individual parcels and because mapping does not include improved ratings for many areas mapped at this scale.

The Commission is best positioned to conduct this review, given its significant experience and the standards it has already developed for soil capability assessments to help ensure the preservation of prime agricultural land in practice, not just on paper.

Thank you for considering this feedback.

Sincerely,

Katarina Glavas

Senior Agrologist, Professional Agrologist
Agricultural Land Commission