

District of Barriere

REPORT TO COUNCIL

Date: November 4, 2024	
To: Council	From: Department Heads
Re: Departmental Updates	

CORPORATE OFFICER:

- The annual application to Canadian Heritage for next year's Canada Day funding has been submitted.
- The District Official Community Plan (OCP) refresh process is underway. The 1st **Public Open House** is scheduled for **Wednesday, November 20th – 6pm – 8pm** has changed location. It will now take place **at the Seniors Hall**. This event will be well advertised in advance.
- Assisted BC Assessment in updating some of their property records.
- Working with two property owners regarding two upcoming development applications – one Board of Variance and one Development Permit in the LCIP.
- Reviewed nine (9) new Business Licence applications submitted within the last week.
- The contact cell phone # for the District of Barriere's Building Inspector has changed. The previous cell phone # is no longer available. Staff have begun to contact each open permit file for 2024 and 2023 to communicate this change as well as with area developers, realtors, staff and other relevant entities.
The Building Inspector's new cell phone # is: 250-214-3508.
- Continues to support the Finance department in compiling information related to the 2023 audit.

Recreation

- Organizing this year's Winterfest event continues.
- Halloween Fireworks took place on Thursday, October 31st at 7:30pm in KP Park.
- Worked with various members of the Barriere Pickleball Club in their effort to update their insurance requirements for their gym rental.

PUBLIC WORKS MANAGER:

Roads

- Winter Road Maintenance Services contractor has been selected: JDV Lot Restoration from Kamloops. Contract starts November 1st. Contractor will be storing their equipment and sand at Septage Receiving. Plow operators will reside locally.
- Dixon Creek Road was recently graded. Other local gravel roads will be graded week of November 4th.
- New Ridge Entrance signs have been installed.
- Crack sealing completed on Dunn Lake Road.
- MOTI is willing to lend us their speed sign/traffic counter. This equipment is able to record speed and traffic count data. It is recommended that we utilize this device in the spring and to analyze the recorded speeds and amount of traffic seen in various residential neighbourhoods. This data can be used to determine any specific problem areas and what changes could be made for the 2025 budget deliberations. It can also provide data to the public in our consultation and communication of any traffic control changes proposed.

Parks

- More areas within Fadear Park were top dressed and seeded.

Utilities

- Water consumption for October averaged 850 m³/day.
- Sewer forcemain along BTR has been installed to service the development at 4740 Barriere Town Road. All costs were incurred by the developer.
- Staff have reviewed the proposed WWTP design from TRUE Consulting. They will be presenting the design to Council at the next meeting on November 18th.
- Attended the annual Water Supply Association conference & dam safety training at Sun Peaks. Met with various suppliers at the trade show.
- Staff completed some necessary maintenance at Leonie Lake Dam – clearing and brushing the spillway and both dam slopes. Lake level is now at an acceptable level for the winter.



Facilities

- Landscaping rock work was completed behind the BBC.

CHIEF ADMINISTRATIVE OFFICER:

Finance:

- The audit for 2023 is ongoing, hopefully conclusion early December. May require a special meeting and in-camera meeting to present and discuss the audit and related findings
 - Costs at this point are expected to be \$30-45K for the audit; this is above the additional work that was required to help get the District to this point (\$13K) and any previous work that was done early in the year with the District's previous CFO (\$25K).
 - The auditors have indicated that they are discounting their rates by 50% to support the District.
 - They are performing reviews on accounts that generally did not receive as much attention to ensure that the finances are in order so that work on the 2024 audit can be much smoother.
- Delinquencies on taxes:
 - Several of the residents with long-standing challenges have come in or contacted the District to discuss a path forward to come into compliance. (6 of 19 so far)
 - Next Step would be registered mail mid-November for the remaining accounts

Administration:

- Along with Councillor McInnis, attended the SILGA Asset Management Seminar in Kamloops. Various municipalities shared their successes and challenges with asset management and the implementation of a program. Presenters included:
 - City of Kamloops – key elements to a successful Asset Management Program
 - Municipal Insurance Association – insights into policies to reduce liability
 - Village of Ashcroft – 10 years of Asset Management in a small municipality

- Jan Enns Communication Consultant – Public Engagement Strategies to discuss Asset Management.
- Strategic Planning – Staff would like to confirm dates/times with Council at the Council meeting. Options for the Workshop were emailed to Council for:
 - November 22/23
 - November 29/30
- Supported the Public Works Manager with the submission of the Rural Economic Development and Infrastructure Program (REDIP) grant application
- Due to the upcoming by-election, began work on reviewing the Code of Conduct, Remuneration Bylaw, and Council Procedure Bylaw. Updates are expected over the coming weeks.

**submitted for information*