

District of Barriere

REPORT TO COUNCIL

Request for Decision

Date: March 24, 2025	File: 530.20/Rpts
To: Council	From: Chief Administrative Officer
Re: Draft 2024-2029 Financial Plan	
<p>Recommendation: THAT Council approves the draft financial plan as presented and directs staff to implement the following strategies, ranked by priority, in the development of the Draft 2 financial plan, in order to provide a balanced budget:</p> <ul style="list-style-type: none">- Include opportunities to offset the 2025 operational and capital expenditures utilizing the COVID-19 safe restart grant for Local Governments- find ways to reduce the operational expenditures by roughly \$50,000- reduce the Council Requests to \$2,500 from \$45,000- increase Property Tax revenue by up to 9% to meet inflationary pressures- a 7.5% Water service and a 5% Wastewater service increase- where applicable, increase User Fees by 5%- as a last resort, consider balancing any shortfall within the Financial Plan with funding from surplus <p>; AND to present Draft 2 of the Financial Plan to the Public at a Special Meeting held on March 31, 2025, at 530pm.</p>	

Purpose

To review and provide recommendations regarding Council's second budget workshop on March 17, 2025, and to present Draft 2 of the 2025 Financial Plan for Council's consideration. A copy of the full Draft 1 budget package is attached.

Background

As Council considers Draft 2 of the financial plan and provides direction for future amendments, it is important to remember that developing the financial plan is a journey that consists of multiple decision points generally over a period of approximately 5 months; however, due to the recent by-election, some of the process has to be condensed over a 2 month period due to the statutory deadline of March 14, 2025.

At the March 17, 2025, budget workshop, Council reviewed Draft 1 of the budget and requested a follow up workshop be held on March 20, 2025. This was deemed necessary to review some of the operational and capital project funding challenges in the 2025 draft financial plan.

The draft consolidated budget presented does not include tax rates, taxes from other taxing authorities, transfers, or any other strategies recommended to balance the budget and is focused on raw 2025 projections and data. Also, this draft does not include any operational projects and carry forwards.

Oversimplified, the first draft represents the net balance after the 2025 projected revenues, expenditures and capital program have been considered, in order to provide Council with context for decision points moving forward.

2025 CONSOLIDATED FINANCIAL PLAN

Operating	
Operating Revenue	3,014,430
Operating Expenditures	(2,995,850)
Operating Surplus	18,580
Transfer to Reserves	(328,291)
Net Operating Surplus	(309,711)
Transfer to Capital	309,711
Net After Capital Transfer	-

Capital	
Debt	200,000
Capital Grants	3,246,435
Transfer from Operations	(309,711)
Transfer from Reserves/surplus	1,844,565
Transfer from DCCs	-
Net Capital Funding	4,981,289
Capital Expenditures	(5,291,000)
Capital - Surplus/Deficit	(309,711)

As per the table above, entering into the budget workshop draft 1 of the budget showed a District deficit of approximately -\$309,711. This number is overinflated and does not represent the District's full financial condition and only represents the District's starting point for budget deliberations prior to the implementation of any strategies.

In previous years, the first draft of the budget may have already included reductions in capital expenditures, potential tax increases, and utilization of reserves/surpluses. This new model tries to allow for some additional Council participation and the ability to continuously evolve and adapt throughout the process while providing a clearly articulated and trackable process. Further, this model permits a recorded process on the strategies employed by Council annually to balance the budget and how Council intends to close the gap between current year revenues and the proposed expenses.

Capital

Staff are proposing a very robust capital plan in 2025 with a heavy focus on infrastructure projects that can support community growth as per Council's Strategic Plan, but also focusing on asset replacements. As discussed during the Draft 1 Council budget workshop, almost every project included in the 2025 capital plan will either replace failing infrastructure or asset, or is directly linked to a capital grant project. Further, this plan reflects the direction set by Council through past financial plans, Council's strategic priorities; and further, through Council's policies and bylaws. This Council has and continues to maintain a strong emphasis on asset replacement and stewardship in order to provide consistent, exceptional services to the community. The proposed Draft 1 financial plan is structured to realize these goals and utilizes a combination from various reserves to fund the proposed infrastructure projects.

The table below provides a high-level overview of the Capital Projects. The budget currently does not show any Carryforward Projects from 2024 and prior; however, the ICIP Wastewater Treatment Plant projects should have been on this list, as there were some expenses related to the project in 2024. We have now officially included this project in the 2025 budget year and going forward until completion.

Capital Expenditures	
New Projects	
General Fund	1,594,565
Water Fund	250,000
Wastewater Fund	-
Grant Funded	3,246,435
Debt Funded	200,000
Carryforward Projects	
General Fund	
Water Fund	
Wastewater Fund	
Grant Funded	
	5,291,000

Additional Grant-in-Aid/Community Support/Other Requests:

In addition to the financial data included in the draft 1 consolidated financial plan, Council also has a number of decisions that were deferred to 2025 budget deliberations. Deferring these decisions has allowed Council to evaluate each of the requests in context with the overall budget and the District's financial condition. There were originally two items totalling approximately \$45,000 of Council related projects which Council asked to reduce to \$2,500 total already. This change has not been included yet and would require a Council resolution. Council has also reviewed a general list of all community and grant-in-aid support provided annually and Council did not want to reduce the overall amount provided at this stage of the budget process.

Note: Projects/requests that have been approved to proceed to draft 2 are not guaranteed final approval. Developing the financial plan is a journey that consists of multiple decision points over a period of several months. Projects/requests that proceed to draft 2 may be re-considered on multiple occasions, as the financial plan continues to be refined leading up to final approval in mid April/early May.

Summary

As mentioned previously, although some of the amounts and the layout may differ, Draft 1 of the 2025 financial plan is not unlike previous years, with the difference being the timing and stage in which the information has been presented.

Overall, the District's financial condition is fair and reflects a conscious decision by Council to utilize a combination of reserves and debt to ensure that critical infrastructure and asset replacement projects are prioritized. This year does not foresee a large, not already committed, surplus being generated and as such, the potential to move funds into reserves at year end will be minimal. In the long term, funding to reserves will need to be prioritized again to reasonably manage the District's assets.

Council, through the Strategic Plan has prioritized Asset Management related projects to gain an understanding of the state of the District's assets. This research would ultimately result in a philosophy that would be captured in policies and bylaws to serve the community in the future.

Having said that, with the cost of delivering services continuing to rise, moving forward an emphasis should be placed on maximizing our current finances to its full potential, while equally increasing revenue and exploring new revenue opportunities other than taxation. At this time expanding District services, the level of service or District programs is not recommended.

Council should also be aware that over the past four financial plans the District has been able to utilize the covid safe restart funding to help offset gaps between current revenues and proposed expenditures. The auditors have indicated that the final amounts remaining (roughly \$155,605) should be utilized in the 2025 budget year. Staff has included roughly \$110,000 for the SCADA project in 2025, and would plan to utilize the remaining funds to offset current operational costs in the amount of roughly \$45,000. As such, the 2026 financial plan would not have access to any more funding from this grant program. Additional revenue would be required in future years to offset this amount which may occur thanks to the recent influx of development once captured by BC Assessment.

Recommendation

To date Council has been provided with a significant amount of information; however, there are still some outliers which is why the financial plan will be a process taking place over approximately the next 7 weeks. The following list is an example of some of these outliers:

- Opportunities to offset 2025 operational costs utilizing the COVID-19 Safe Restart Grants for Local Governments
- Operational project carryforward amounts from 2024 yearend
- Operational budget changes in terms of the Asset Management Investment Plan (\$25,000), the Wayfinding Strategy (up to \$25,000), a change in Finance department staffing compliment from 1.6FTE to 2.0FTE (estimated at \$25,000)
- Any amounts needed to balance the 2024 budget due to the increased expenses throughout the year
- Subsequently confirmed amounts to be transferred into (or out of) accumulated surplus and possibly reserves depending on final consolidated amounts
- BC Assessment final roll
- Other grants that have been applied for that are pending final approval

Because of this, staff are not recommending Council make any final budget decisions at this time and suggest the March 24 motion set out a course of action to be considered in the next draft of the budget.

Therefore, as a result of the budget workshops on March 17 and March 20 and the attached Draft 1 - 2025 Consolidated Financial Plan, staff are making the following recommendations:

1. Include opportunities to offset the 2025 operational and capital expenditures utilizing the COVID-19 safe restart grant for Local Governments
 2. find ways to reduce the operational expenditures by roughly \$50,000
 3. reduce the Council Requests to \$2,500 from \$45,000
 4. increase Property Tax revenue by no more than 9% to meet inflationary pressures
 5. 7.5% Water service and 5% Wastewater service increase
 6. where applicable, increase User Fees by 5%
 7. as a last resort, consider balancing any shortfall within the Financial Plan with funding from surplus.
-

Benefits or Impact

General

The report outlines the process followed for this stage of the budget process.

Finances

The 2024 average assessed single family residential property value in Barriere as per BC Assessment was roughly \$384,300 (March 2024 Roll). For 2025, the Preview Roll (December 2024) by BC Assessment indicates an increase of approximately 4.27% or \$16,400 to a projected average of \$400,720. The attached document from BC Assessment (January 2025) shows slightly different year over year values than the latest exports from March 2025.

Further, of the approximately 5.68% increase in assessments across all classes, less than 1.4% is a result of non-market change, or new development. In total the District saw \$5.333Million of non-market change, \$2.9Mil in Residential, and \$2.36Mil in Commercial primarily. So, what this tells us is that, although the District has seen an increase in a desire for development, many of these projects are not started or completed, or far enough along, to be included in the District's total 2025 assessment.

Although we saw a small increase in assessed value, the assessment changes reflect primarily an increase in the value of the existing structures (homes, businesses, etc.) and not the addition of new structures.

Because many of the existing structures within the District have been valued higher than last year, District Council will have to find a balance that considers economic pressures and community livability, while prioritizing asset renewal.

In 2024, the District portion of the property taxes for an average residential property were estimated at \$909.

If Council decided to balance the -\$309,711 deficit only utilizing taxation, the average residential property would pay an additional \$265 for property taxes in 2025. This is not recommended and provided for context only.

Strategic Impact

N/A

Risk Assessment

Compliance: Community Charter

Risk Impact: Medium to High – As this is the first draft and the legislated deadline is May 14 to have a financial plan and tax rates bylaw adopted by.

Internal Control Process:

Again, legislation dictates adoption of a balanced financial plan and tax rates bylaw by May 14.

Next Steps / Communication

If the strategies proposed to balance draft 2 of the financial plan are approved, Staff will incorporate these, along with any other changes approved by Council, into the second draft of the financial plan. Further, draft 2 of the financial plan will be presented to Council in a workshop open to the public at a date and time set by Council.

Further Items that require some discussion and direction to Staff. Sample resolutions would be included in the Options section at the end of the report.

1. Asset Management Investment Plan (AMIP), grant funded \$25,000 but would require matching \$25,000 from the District – this is so far not included in Draft 1
2. Finance Department FTE count – annual budget generally provides for 1.6FTE, intend would be to increase to 2.0FTE – estimated cost at \$25,000 – this is so far not included in Draft 1
3. Wayfinding Strategy – \$50,000 total. Partnership with Chamber and partially grant funded (\$25,000). The Chamber is currently looking for additional sponsors; \$5,000 is already secured. Some funds may be required by the District depending on sponsorship. – No funding is so far allocated.
4. Voyent Alert – Annual Cost is roughly \$1,700 – Council was considering removing it.

Attachments

- 2025 Unfunded budget package – Draft 1; includes:
 - Taxation comparison
 - Unfunded Visual Summary
 - Revenue Projections
 - Expenses Projections
 - Operational Variances
 - Community Support / Grant-in-Aid
 - Capital Projects Summary Schedule
 - Capital Projects Details
 - Debt Servicing
 - Reserve Continuity
 - Operating Projects (still to be considered and added to budget at a later time)
- BC Assessment Summary – Press release

Recommendation

THAT Council approves the draft financial plan as presented and directs staff to implement the following strategies, ranked by priority, in the development of the Draft 2 financial plan, in order to provide a balanced budget:

- Include opportunities to offset the 2025 operational and capital expenditures utilizing the COVID-19 safe restart grant for Local Governments
- find ways to reduce the operational expenditures by roughly \$50,000
- reduce the Council Requests to \$2,500 from \$45,000
- increase Property Tax revenue by up to 9% to meet inflationary pressures
- a 7.5% Water service and a 5% Wastewater service increase
- where applicable, increase User Fees by 5%
- as a last resort, consider balancing any shortfall within the Financial Plan with funding from surplus

; AND to present Draft 2 of the Financial Plan to the Public at a Special Meeting held on March 31, 2025, at 530pm.

Alternative Options

1. Council could choose to re-prioritize the recommended strategies to align better with competing demands and community expectations.
2. Council could identify different strategies to either complement or replace the strategies proposed by staff.
3. Council could choose a combination of option 1 and 2.

Other Options

1. Asset Management Investment Plan (AMIP)
THAT Council instructs Staff to tentatively plan with an application to the UBCM grant funding program for the fall of 2025 depending on the District's financial position at that time.
2. Finance Department FTE count
THAT Council instructs Staff to include a 2.0FTE compliment, with an estimated increase of \$25,000, for the finance department in the 2025-2029 Financial Plan
3. Wayfinding Strategy
THAT Council instructs Staff to include no funding at this time in the Financial Plan; however, pending on the outcome of the current sponsorship campaign, in principle, Council is prepared to fund a portion at that time, with the funding coming from General Surplus.
4. Voyent Alert
THAT Council instructs Staff to cancel the Voyent Alert subscription, valued at \$1,700, and remove these costs from the 2025-2029 Financial Plan.

Prepared by:
D. Drexler, Chief Administrative Officer

Draft Budget 2025

No. 1

March 17, 2025

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Municipal Taxes and Comparison to other Taxing Authorities

DISTRICT OF BARRIERE
MUNICIPAL, REGIONAL DISTRICT AND HOSPITAL TAXES
2021 TO 2025

	2021		2022		2023		2024		2025
Municipal Property Taxes									
Amount levied	\$	916,498	\$	966,391	\$	1,012,189	\$	1,063,604	\$ 1,063,604
Increase from previous year	\$	39,898	\$	49,893	\$	45,798	\$	51,415	\$ -
% Increase from previous year		4.6%		5.4%		4.7%		5.1%	0.0%
Regional District Requisition									
Amount levied	\$	280,751	\$	312,266	\$	315,452	\$	329,394	\$ 350,720.00
Increase from previous year	\$	5,870	\$	31,515	\$	3,186	\$	13,942	21,326
% Increase from previous year		2.1%		11.2%		1.0%		4.4%	6.5%
Requisition as % of municipal taxes		30.6%		32.3%		31.2%		31.0%	33.0%
Hospital Requisition									
Amount levied	\$	278,441	\$	133,787	\$	135,681	\$	135,152	\$ 135,152
Increase from previous year	\$	160,698	\$	(144,654)	\$	1,894	\$	(529)	\$ -
% Increase from previous year		136.5%		-52.0%		1.4%		-0.4%	0.0%
Requisition as % of municipal taxes		30.4%		13.8%		13.4%		12.7%	12.7%
School Requisition									
Amount levied	\$	558,640	\$	614,796	\$	676,594	\$	698,918	\$ 698,918
Increase from previous year	\$	83,419	\$	56,156	\$	61,798	\$	22,324	\$ -
% Increase from previous year		17.6%		10.1%		10.1%		3.3%	0.0%
Requisition as % of municipal taxes		61.0%		63.6%		66.8%		65.7%	65.7%
Police Requisition									
Amount levied	\$	83,233	\$	95,748	\$	111,787	\$	120,704	\$ 120,704
Increase from previous year	\$	(7,803)	\$	12,515	\$	16,039	\$	8,917	\$ -
% Increase from previous year		-8.6%		15.0%		16.8%		8.0%	0.0%
Requisition as % of municipal taxes		9.1%		9.9%		11.0%		11.3%	11.3%
BCAA Requisition									
Amount levied	\$	13,984	\$	15,531	\$	20,742	\$	17,421	\$ 17,421
Increase from previous year	\$	653	\$	1,547	\$	5,211	\$	(3,321)	\$ -
% Increase from previous year		4.9%		11.1%		33.6%		-16.0%	0.0%
Requisition as % of municipal taxes		1.5%		1.6%		2.0%		1.6%	1.6%

Visual Summary

March 17, 2025
COUNCIL WORKSHOP

2025 DRAFT BUDGET

General Fund Revenues	
Property Taxes	1,062,200
Property Taxes - Increase	-
Grant in Lieu & Other Taxes	39,500
User Fees & Charges	429,750
User Fees - Increases	-
Government Transfers	765,500
Interest, Penalties & Other Recoveries	64,880
Other - Surplus	-
From Acc Surplus - 2024 Carry Forwards	-
	2,361,830



GENERAL FUND		
Operating		
Operating Revenue		2,361,830
Operating Expenditures		(2,345,525)
Net before Transfers		16,305
Transfer to Reserves		(328,291)
Net Available for Capital		(311,986)

General Fund Operating Expenditures		
General Government		867,000
Protective Services		278,150
Transportation		544,100
Environmental & Public Health		192,450
Planning & Development		15,500
Parks & Recreation		237,550
Facilities		143,800
Debt Servicing		21,975
Community Service Increases		
Council Follow-up Items		45,000
		2,345,525

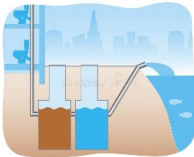
Water Fund Revenues	
Water - Fixed/Capital Charges	509,700
Water - Usage Charges	-
Water - Miscellaneous Charges	-
Water - Late Penalties	-
Water - Increase	-
	509,700



WATER FUND		
Operating		
Operating Revenue		509,700
Operating Expenditures		(425,925)
Net Available for Capital		83,775

Water Fund Operating Expenditures		
Water Utility Operations		425,925
Debt Servicing		-
Council Follow-up Items		
		425,925

Wastewater Fund Revenues	
Wastewater - Fixed/Capital Charges	142,900
Wastewater - Usage Charges	-
Wastewater - Miscellaneous Charges	-
Wastewater - Late Penalties	-
Wastewater - Increase	-
	142,900



WASTEWATER FUND		
Operating		
Operating Revenue		142,900
Operating Expenditures		(224,400)
Net Available for Capital		(81,500)

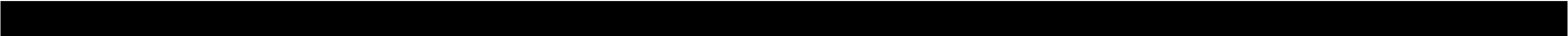
Wastewater Fund Operating Expenditures		
Wastewater Utility Operations		224,400
Debt Servicing		-
Council Follow-up Items		
		224,400

Capital Funding Sources	
Capital Grants	3,246,435
Debt	200,000
Operating Surplus Available	
General	(311,986)
Water	83,775
Wastewater	(81,500)
From Reserves and DCCs	1,833,565
From Accumulated Surplus	
	4,970,289



CAPITAL EXPENDITURES		
Capital		
Capital Funding		4,970,289
Capital Expenditures		(5,291,000)
Net Capital Surplus/Deficit		(320,711)

Capital Expenditures		
Information Technology		121,000
Emergency Services		410,000
Facilities		120,000
Fleet & Equipment		-
Engineering		50,000
Public Works		140,000
Water		700,000
Wastewater		3,750,000
		5,291,000



2025 DRAFT BUDGET - CONSOLIDATED

Operating Revenues	
General Fund	2,361,830
Water Fund	509,700
Wastewater Fund	142,900
Other Funding Sources - Surplus	-
	3,014,430

Capital Funding Sources	
Debt	200,000
Capital Grants	3,246,435
Funded from Development Cost Charges	-
Transfer from Reserves - 2024 carryforward projects	-
Transfer from Surplus - 2024 carryforward projects	-
Transfer from Reserves - current	1,833,565
	5,280,000

Other Program Funding Sources	
Capital Grants	-
Transfer from Reserves	11,000
Transfer from Accumulated Surplus	-
	11,000

ACCUMULATED SURPLUS	
Reserves	
Balance - December 31, 2024	3,673,653
2024 Carry Forward Capital Projects	-
Net after funding of Carry Forward Projects	3,673,653
Transfers in from Operating	328,291
Transfer in - 2024 Climate Action funding	-
Transfers in - fleet replacement/future capital	-
Used to fund 2025 Capital Projects	(1,833,565)
	2,168,379

	Beginning *	Ending	2025 Used
Municipal Hall	331,570	336,469	-
Land	45,745	46,431	-
Parkland	65,590	66,574	-
Highway Rescue	10,612	696	10,000
Fire	161,725	153,776	10,000
Wildfire Revenue	259,478	71,945	190,000
First Responders	192	195	-
Roads	206,585	83,521	125,000
Highway Signage	8,620	8,749	-
Environmental	13,788	221	15,000
Parks	111,727	113,513	-
Community Hall	19,892	20,190	-
Louis Creek Industrial Park	374,196	379,081	-
Gas Tax / Community Works	(61,100)	225,552	-
COVID Relief Fund	155,605	47,114	110,000
Water	436,952	190,881	250,000
Climate Action Program	216,476	98,823	120,000
Growing Communities	1,316,000	324,648	1,003,565
Wastewater	-	-	-
	3,673,653	2,168,379	1,833,565

2025 CONSOLIDATED FINANCIAL PLAN

Operating	
Operating Revenue	3,014,430
Operating Expenditures	(2,995,850)
Operating Surplus	18,580
Transfer to Reserves	(328,291)
Net Operating Surplus	(309,711)
Transfer to Capital	309,711
Net After Capital Transfer	-

Capital	
Debt	200,000
Capital Grants	3,246,435
Transfer from Operations	(309,711)
Transfer from Reserves/surplus	1,844,565
Transfer from DCCs	-
Net Capital Funding	4,981,289
Capital Expenditures	(5,291,000)
Capital - Surplus/Deficit	(309,711)

Operating Expenditures	
General Fund Operating	2,300,525
Water Fund Operating	425,925
Wastewater Fund Operating	224,400
Fee for Service - pending request	-
Council Follow-up Items	45,000
	2,995,850

Capital Expenditures	
New Projects	
General Fund	1,594,565
Water Fund	250,000
Wastewater Fund	-
Grant Funded	3,246,435
Debt Funded	200,000
Carryforward Projects	
General Fund	-
Water Fund	-
Wastewater Fund	-
Grant Funded	-
	5,291,000

ACCUMULATED SURPLUS - NON LIQUID	
Investment in Capital Assets	
Beginning Balance	29,187,641
Capital Expenditures	5,291,000
Debt Principal Payments	18,349
Amortization	(658,918)
	33,838,072

ACCUMULATED SURPLUS	
TOTAL	
Operating Surplus	632,973
Investment in Capital Assets	33,838,072
Statutory Reserves	2,168,379
Internally Restricted Funds	-
	36,639,424

ACCUMULATED SURPLUS	
Operating Surplus	
Beginning Balance	1,153,684
Net Income	2,624,446
Invested in Capital Assets	(4,650,431)
From Reserves - Current Projects	1,833,565
To Reserves - Community Works etc.	(328,291)
To Equipment Reserve	-
	632,973
Less: Internally Restricted	-
Net Operating Surplus	632,973

Internally Restricted Funds	
Restricted Fund 1	-
Restricted Fund 2	-
	-

Revenues

DISTRICT OF BARRIERE
2025-2029 FINANCIAL PLAN
REVENUES

				VARIANCE	
	2023 ACTUAL	2024 PRELIM	2024 BUDGET	2025 BUDGET	2025 BUDGET 2024 BUDGET
General Fund Revenues					
Property taxes	1,005,791	1,062,808	1,062,195	1,062,200	0%
Parcel & frontage taxes					0%
Grants and Payments in Lieu					
Grants in Lieu	40,408	5,997	7,107	7,000	-2%
1% Utility	90,204	33,910	31,201	32,500	4%
Fees and Charges					
Street Lighting	331,133	66,278	65,115	65,000	0%
Solid Waste Collection		230,722	209,495	226,000	8%
Cemetery		8,186	5,400	5,400	0%
Business Licences & Municipal Ticketing		16,497	14,675	15,250	4%
Land Development & Building Permits		37,085	31,400	30,000	-4%
Facility Rentals & Leases		66,810	70,440	86,000	22%
Miscellaneous Fees & Charges		16,090	9,127	2,100	-77%
Operating Grants & Donations					
Small Communities Operating Grant	431,000	425,000	452,000	425,000	-6%
Other Operating Grants	173,294	162,954	66,551	1,000	-98%
Rural Fire Recovery		57,591	89,413	55,500	-38%
Events and Donations		10,241	5,700	5,000	-12%
Capital Grants					
Community Works Gas Tax	197,377	-	133,000	284,000	114%
Other Capital Grants	2,767,544	-	-	-	0%
Other Revenues					
Other Recoveries		880	880	880	0%
Investment Income		9,425	36,500	29,000	-21%
Penalties & interest		30,049	31,500	30,000	-5%
Gain on Sale of Assets		-	-	-	
Total General Fund Revenues	5,036,751	2,240,521	2,321,699	2,361,830	2%
Water Utility Revenues					
Fees and Charges	750,000	917,382	930,244	509,700	-45%
Other Recoveries			-	-	
DCC Revenue	-	-			
Capital Grants	-				
Other Revenues					
Total Water Utility Revenues	750,000	917,382	930,244	509,700	-45%
Wastewater Utility Revenues					
Parcel & frontage taxes	-	-	-	-	
Fees and Charges	175,000	238,403	250,592	142,900	-43%
Other Recoveries	-	-	-	-	
DCC Revenue	-				
Capital Grants	-	-	-	-	
Other Revenues					
Total Wastewater Utility Revenues	175,000	238,403	250,592	142,900	-43%
Total Revenues	5,961,751	3,396,306	3,502,536	3,014,430	-14%

NOTE: Yellow highlights summarized and averaged from 2023 Audit

Expenses

DISTRICT OF BARRIERE
2025-2029 FINANCIAL PLAN
OPERATING EXPENSES

	2023 ACTUAL	2024 PRELIM	2024 BUDGET	2025 BUDGET	VARIANCE 2025 BUDGET 2024 BUDGET
General Fund Expenses					
General Government					
Legislative		110,892	103,957	129,400	24%
Administrative & Finance	1,154,127	877,984	690,070	737,600	7%
Protective Services					
Fire & Emergency	335,377	261,096	239,149	250,000	5%
Bylaw Enforcement		99	2,649	300	-89%
Building Inspection Services		22,773	29,930	27,850	-7%
Transportation Services					
Roads	564,077	444,458	495,655	485,250	-2%
Equipment		52,119	61,120	58,850	-4%
Development Services					
Zoning & Planning	49,393	14,122	10,388	15,500	49%
Economic Development		-	175	-	-100%
Environmental Health Services					
Solid Waste	205,552	159,727	175,124	184,450	5%
Public Health Services					
Cemetery		4,280	11,184	6,500	-42%
Parks, Recreation and Cultural Services					
Parks	281,378	148,022	135,938	170,900	26%
District Events		54,218	75,160	66,650	-11%
Facilities		137,238	130,260	143,800	10%
Total Operations	2,589,904	2,287,028	2,160,758	2,277,050	5%
Debt interest	-	-	-	3,626	
Amortization	453,017	453,017	453,017	326,207	-28%
Gain/loss on asset disposal		-	-	-	
Total General Fund Expenses	3,042,921	2,740,045	2,613,775	2,606,883	0%
Water Utility Expenses					
Operations	533,415	1,109,282	930,244	425,925	-54%
Debt interest				-	0%
Amortization	210,998	210,998	210,998	176,103	-17%
Gain/loss on asset disposal				-	
Total Water Utility Expenses	744,413	1,320,280	1,141,242	602,028	-47%
Waste Water Utility Expenses					
Operations	356,810	193,867	250,592	224,400	-10%
Debt interest				-	
Amortization	137,390	137,390	137,390	156,608	14%
Gain/loss on asset disposal		-			
Total Waste Water Utility Expenses	494,200	331,257	387,982	381,008	-2%
TOTAL EXPENSES	4,281,534	4,391,581	4,143,000	3,589,919	-13%
Without Amortization			3,341,595	2,994,350	-10%

Operational Variances

Operational Variances

General Adjustments:

- Separated capital projects from operating budget, as much as possible
- Separated operational grant projects from operating budget, as much as possible
- Original operational adjustments were made by Finance team to align with 2024 expenses
- The intent is to present a budget that is “Status Quo” on all service levels, so, “what is the cost to deliver the same service levels as in 2024”
- Expenses include all contractual wage increases

Revenues

- Previous years, the budget made assumptions for revenues which may not materialize (e.g. fire department call outs)
- Previous years, would utilize interest from investments to be paid out and used as operating cash
- As presented, no tax or fee adjustments are included in the budget
- **Solid Waste** – projection to increase revenue by \$15,000 or 8% year over year
- **Business Licencing** – slight adjustments as more business
- **Facility Rentals** – includes BBC, Ridge Gym, Radio Station, Parks facilities – increase of revenue at Gym in 2024, assumption is that this will remain similar in 2025. Also, first full year of BBC rental (excluding Unit 4)
- **Misc Fees and Charges** – reduced as some of these items are not guaranteed, example, memorial bench program, Sundry revenue, fines
- **Small Communities Grant** – Reduced to match 2024 value
- **Other Operating Grants** – This included the Climate Action Grant (LGCAP) in the past. No future funding has been announced.
- **Rural Fire Recovery** – includes TNRD funding, Highway Rescue, and Wildfire support – have not included potential revenue from wildfire support, due to uncertainty if being called out.
- **Events and Donations** – includes donations towards District managed events and grants. BC Fairs did not approve a grant, and with economic challenges, less donations are anticipated.
- **Community Works** (formerly Gas Tax) – no funding in 2024 received due to 2023 audit, anticipating double the funding in 2025 to catch up, should be back to normal in 2026 (\$142,000)
- **Investments and Deposit Interest** – reduced due to reduced interest rates. The district will also need to use some of the long-term savings to fund their portion of large capital projects.
- **Water Utility** – removed capital projects and surplus/reserve funding from operating budget
- **Wastewater Utility** – removed capital projects and surplus/reserve funding from operating budget
- **In total** – 14% reduced revenue largely due to removal of water and wastewater capital projects and funding from surplus/reserves to accommodate those projects.

Expenses:

- Reviewed all expense categories and used 2024 total estimates along with 2023 and prior historical values to determine anticipated costs to the District as part of maintaining current service levels
- **Amortization amounts** – these amounts have generally not been included in the past as part of the overall budget. An estimate is now included based on past years amortization schedules and anticipated capital projects in 2025.

General Operating Program

- **Health and Safety Program** - \$15,000 is split in various departments
- **Legislative** –
 - o \$15,000 added for the election;
 - o increases to hotel accommodation/travel to current standards;
 - o public relations only set at \$3,500 – however, estimated support level from Council for community is closer to \$15,000. – this may need to be adjusted, depending on Council's desire
 - o Overall \$25K increase (24%)
- **Administration & Finance** –
 - o Removed PW Manager wages from this category and split it out to utilities, roads, parks
 - o Reduced interim CFO consultant to 0.5FTE
 - o Does not include a potential to increase Finance staff to full time yet – estimated additional cost \$25,000. Succession planning for the department should be discussed at the budget workshop.
 - o Does not include a potential to increase Corporate staff to full-time yet – estimated at additional \$25,000 for future years, would not be an issue in 2025.
 - o Increased professional fees by \$42,000 – this should cover auditors, HR consultant (bargaining), legal counsel, engineering consultant for crown land application
 - o Overall \$47K increase (7%)
- **Protective Services (Fire, Bylaw, Building Inspection)**
 - o Added Fire Chief wages and employer contributions – increase \$70,000
 - o Utilizing grants and other opportunities to offset training, workshops, small equipment, safety gear -\$70,000
 - o some other operational adjustments for health and safety, insurance, fuel, etc. - \$11,000
 - o Fire Overall: \$11,000 increase (5%)
 - o Merged Bylaw Enforcement costs into fire department wages -\$2300 (-89%)
 - o Building Inspection - \$2,000 savings (7%)
- **Roads**
 - o Added part of PW manager wages and employer contributions
 - o Adjusted Roads Winter Service - \$10,000 increase
 - o Removed Bridge Repair as project is complete - \$24,000 decrease
 - o Reduced Roads Paving/Asphalt by \$50,000 -> was moved to capital program, should not be in operating budget
 - o Overall reduced by \$10,000 (2%)

- **Equipment / Fleet**
 - o Analyzed budgets, found efficiencies throughout, reallocated funds
 - o Overall reduced by \$2,300 (4%)
- **Zoning/Planning**
 - o Combined 3 sub-categories for efficiency purposes (Subdivision/Zoning/Planning)
 - o Although the budget shows a jump of \$15,500 – this amount was previously allocated in the other categories, so the impact is essentially \$0
- **Solid Waste**
 - o Contractual Wage adjustments and TNRD dumping fees are anticipated to increase
 - o Overall – roughly \$11,000 increase (6%)
- **Cemetery**
 - o Overall expense budget reduced to align with 2024 trend – decreased by \$6,500 (42%)
- **Parks**
 - o Added a portion of PW Manager Wages and employer contributions
 - o Other changes based on needs of different parks, materials and supplies costs,
 - o Overall adjustment – increase by roughly \$35,000 (26%)
- **District Events**
 - o Adjusted overall budget based on 2024 actuals.
 - o Only budgeting for part time staffing in the role in 2025.
 - o Overall reduction by \$8,500 (11%)
- **Facilities**
 - o Insurance cost increases – \$5,000
 - o Electrical/Utility cost increases - \$2,000
 - o Building Maintenance costs for various buildings and facilities - \$6,500
 - o Overall – increase of \$13,500 (10%)
- **Overall** - General Operating increase \$118,000 (5% above 2024 budget)

Water

- Removed capital projects from operating budget
- Part of PW Manager wages are now included
- Made adjustments throughout the water operating budget to align with actual expenses in 2024 or historical amounts
- Variances are hard to quantify as previous budgets included capital and other projects and no clear standalone operating cost was established.

Wastewater

- Removed capital projects from operating budget
- Part of PW Manager wages are now included
- Removed 0.4FTE due to part time term position
- Made adjustments throughout the wastewater operating budget to align with actual expenses in 2024 or historical amounts
- Variances are hard to quantify as previous budgets included capital and other projects and no clear standalone operating cost was established.

Community Support – Grant-in-Aid

DISTRICT OF BARRIERE
2025-2029 FINANCIAL PLAN
Community Support - Grant-in-Aid

	Timeframe	2024 Actual	2025 Approved	2025 incl. in Draft Budget	2024 vs 2025	Total 2025 Approved	Total 2025 Not Approved
<u>Requests</u>							
Trails Society	New	-	-	500	500	-	500
Barriere Youth Soccer	New	-	500	500	500	500	-
Barriere Elementary PAC	Ongoing	500	500	500	-	500	-
TO Goat Association	Ongoing	500		500	-	-	500
Rabbits BC	Ongoing	500	500	500	-	500	-
Heritage Society	Ongoing	500		500	-	-	500
YCS Literacy	Ongoing	500		500	-	-	500
					-	-	-
Grand Total		\$2,500	\$1,500	\$3,500	\$1,000	\$1,500	\$2,000

EVENT SUPPORT REQUESTS

	Timeframe	2024 Actual	2025 Approved	2025 incl. in Draft Budget	2024 vs 2025	Total 2025 Approved	Total 2025 Not Approved
<u>Requests</u>							
First Responders Golf Tournament	Ongoing	500	-	500	-	-	500
Curling Sponsorship	One Time	-	750	750	750	750	-
Fall Fair (Flagging / Garbage)	Ongoing	3,500	-	3,500	-	-	3,500
Yard Waste Cleanup	Ongoing		4,000	4,000	4,000	4,000	-
Halloween Fireworks	Ongoing	1,100	-	1,100	-	-	1,100
Legion Advertising	Ongoing	400	-	400	-	-	400
Other Events	Ongoing	1,500	-	1,500	-	-	1,500
						-	-
Grand Total		\$7,000	\$4,750	\$11,750	\$4,750	\$4,750	\$7,000
				\$15,250			

Capital Projects Summary

DISTRICT OF BARRIERE
2025 CAPITAL PROJECTS WITH PROPOSED FUNDING SOURCES

CAPITAL EXPENDITURES - 2024			FUNDED FROM																					
			Municipal Hall	Land	Parkland	Highway Rescue	Fire	Wildfire Reserve	First Resonders	Roads	Highway Signage	Environment	Parks	Community Hall	LCIP	Gas Tax / CWF	Water	Climate Action	Growing Community	Wastewater	DCC	GRANTS	DEBT	SURPLUS OTHER
Description	Fund	Amount																						
2024 Carry Forward Projects	General General General																							
Subtotal 2024 Carry Forward Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2025 New Projects																								
Hall Road - CN Rail Crossing	Roads	25,000									25,000													
Road Program	Roads	100,000								100,000														
Garbage Dumpster - large metal bin	Environment	15,000																						
Summers Road / DeeJay Water and Wastewater	Water / Grant	700,000															200,000							
Wastewater Treatment Plant & Hwy 5 Wastewater	DCC / Grant	3,750,000																	1,003,565					
BBC Energy Retrofit	LGCAP	120,000		-																				
Bush Truck replacement	Fire / Highway	400,000				10,000			190,000				-					120,000						
Turnout gear	Fire	10,000																			200,000			
IT Equipment (Network, phones, etc)	Surplus	11,000																					11,000	
Emergency repairs	Water / Grant	50,000															50,000							
SCADA System	COVID	110,000																					110,000	
Other Requests																								
Recycling Bins - (\$40K)	Council	40,000																						
Solar Road Signs (\$5K each)	Council	5,000																						
Subtotal 2025 New Projects	5,291,000	-	-	-	-	10,000	10,000	190,000	-	125,000	-	15,000	-	-	-	-	250,000	120,000	1,003,565	-	-	3,246,435	200,000	121,000
TOTAL CAPITAL EXPENDITURES	5,291,000	-	-	-	-	10,000	10,000	190,000	-	125,000	-	15,000	-	-	-	-	250,000	120,000	1,003,565	-	-	3,246,435	200,000	121,000

Capital Projects Business Cases

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Bush Truck Replacement	Project Number: FD-25-01
Project Budget: \$400,000	Department: Fire
Project Location: Fire Hall	Project Owner: Alexis Hovenkamp

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital / Debt	DoB Amount: \$ 400,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) Yes	Other Source: Debt	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 400,000

Project Evaluation & Criticality

Risk(1-10): 8	EMERGENCY: (y/n) Y	Resource Info
Affordability (1-10): 7	Regulatory: (y/n) Y	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) NO	Consultant: (y/n) N
TOTAL SCORE: 25 /30	Other:	Contractor: (y/n) N

Project Description / Background: {Please use this font size and style}

Council gave early budget approval to this purchase at the March 10, 2025, Regular meeting. The report from the meeting is attached.

Council determined to fund the purchase by utilizing 50% from reserves, and 50% from an MFA loan.

Project Goals / Objectives: {Please use this font size and style}

1. Start the replacement process for Bush Truck 1

Project Risks if NOT Implemented: {Please use this font size and style}

1. Potential of Bush Truck dying during an emergency event
2. Vehicle is overweight and is at risk for a fine.
3. Potential of failure of pump
4. Failure of passing inspections

Project Implementation Plan:

Public Consultation Required: (y/n)	Proposed Start: Q 2	Proposed Finish: Q 4 2025
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Notes: (if applicable?) {Please use this font size and style}

1. Note: Following Standard Procurement processes

Additional Info Attached

Pictures (y/n)
Report (y/n) Yes
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

District of Barriere

REPORT TO COUNCIL

Request for Decision

Date: March 10, 2025	File: 530.20/Rpts
To: Council	From: Fire Chief
Re: Bush Truck Replacement – Early Budget Approval	
Recommendation: THAT Council instructs Staff to expedite the purchasing of a suitable Bush Truck in the amount not to exceed \$400,000 to be funded from _____, AND THAT the Mayor and Chief Administrative Officer be authorized to complete the procurement even if it requires sole sourcing of the item; AND THAT the expense be included in the 2025-2029 Financial Plan.	

Purpose

Fire Department's Bush Truck is currently aging and has had several issues identified with the pump, wiring and weight. The purpose of this request is for Council to consider funding and replacing the current Bush Truck.

Background

The Fire Department currently has a 2007 Ram 3500 Bush Truck in service and use for responding to wildfires, general calls, and as a second Rescue Vehicle (for Motor vehicle Incidents). This vehicle is an all around multi purpose vehicle for the department to effectively respond to a variety of calls.

Over the last few years, The District of Barriere has had to complete multiple different types of maintenance on this vehicle and this vehicle has seen failure on wildfire events and emergency scenes, including refusing to turn back on while on scene at a wildfire event. The three main issues identified have been:

The pump for this vehicle is fire service rated – however the connections and set up are not. This means that the pump needs to work harder to produce its expected output – which will result in more wear and tear, use more fuel and essentially cost more in replacing the pump more frequently. (approximate repair cost to replace the parts is \$10,000)

Weight restrictions: The current Gross Vehicle Weight Rating for this vehicle is 5670kg (or 12,474lbs). It is currently sitting at 6080kg (or 13,376). This means the vehicle is 410kg (902lbs) overweight with only 2 firefighters in it. This vehicle is typically required to carry 3-4 passengers. The water in the truck has been reduced to half capacity to ensure it is within legal weight. However, this creates other risks and reduces the effectiveness of the vehicle when responding to wildfire or other fire events. As a note, the initial attack is critical and the more amount of water is available from the start directly correlates to limiting the spread of the fire.

As a note, commonly, the most ordered and purchased Bush Truck is at minimum a 5500/550, this allows for maximum weight capacity and allows the vehicle to carry all necessary equipment.

Wiring: This vehicle has not been properly equipped to maintain the amount of electrical current it draws. This has resulted in complications from the alternator and has been in to the mechanics shop 3 times since 2021 for this issue. In addition to this, fuses needed to be replaced annually on the vehicle. The amount of electrical that this vehicle requires, is not sufficient to supply radios, emergency lights, pump etc.

The approximate costs to re-wire the truck and to replace the necessary parts are approximately \$15,000.

CURRENT FIRE DEPARTMENT FLEET

Currently, the Fire Department has the following **active** apparatus in their fleet. Please note, the Fire Underwriter Survey (FUS), dictates the useable life for certain fire department equipment. Falling out of line with the FUS requirements will have a direct impact on home insurance premiums for residential and commercial properties alike. For the District, these items are Engine 2, Engine 3, and the Water Tender.

2007 Ram 3500 (Bush Truck) – approximate replacement cost \$400,000

- Diesel
- 300 Gallons of water (Currently running at 50% water capacity as GVWR is 1000lbs over when tank is)
- Main use: Wildland Fires, Rapid Attack Truck
- Used as a secondary Rescue Truck
- Used in areas with long, steep driveways to ensure an Engine can make it through the area without damage
- Used for FireSmart Assessments and Commercial Business Inspections
- Pros: Most versatile truck, allows easy access to FSR, tight spaces, fields etc.

2016 International (Water Tender) – estimated cost by the time of replacement in 2035 \$750,000

- Recommended to be replaced at 15 to 20 years (2030 or 2035)
- Diesel
- Used as a vehicle to move water back and forth to an emergency
- 1600gallons of water
- Hydraulic Pump (not fire-service rated)

2021 Freightliner (Engine 2) – estimated cost by the time of replacement in 2046 \$1,500,000

- Replacement recommended in 15 years
- Diesel
- Primary structure firefighting apparatus or event

2006 Freightliner (Engine 3) – estimated cost by the time of replacement in 2030 \$1,000,000

- Replacement recommended in 2026 – an age extension can be requested to extend the life of the vehicle, staff expect to be able to get 3-4 years out of this extension, with a replacement Engine required no later than 2030
- Diesel
- Second In fire apparatus
- Main apparatus to deploy to Rural Rescue

** The Engines can both be switched as the primary Engine – meaning that by replacing E3, we can extend the life of Engine 2. One primary Engine must be within 15 years and the secondary Engine must be within 20 years per FUS. Both numbers are eligible for extensions of up to 5 years, however, must be tested yearly and pass an inspection, and if the inspection fails, the Engine must be replaced within 6 months, which will be challenging to accomplish as the wait times for engines is roughly 18-24 months currently.

BUSH TRUCK HISTORY

The Bush Truck was purchased in 2008 from the USA. This truck was bought and reconfigured with compartments, a water tank and a water pump and was outfitted to be used as a 'Rapid Attack Truck' with forestry fittings.

During the Wildfires in 2021, this truck failed on the fireground, dying while a crew was leaving a major event in Vernon. The issue was found to be a fried connection to the alternator.

Two years ago, a significant amount of work was completed on the Bush Truck. This included electrical work, a new pump, and inspections. Even after this work was completed, a failure for the pump occurred in 2023 during the Donnie Creek Fire. Crews adapted by installing a Wateraxe pump on the top of the apparatus to draw out water to use in firefighting efforts.

The night switch for this vehicle was serviced again in January of 2025 after failing three times at an emergency event.

IMPORTANCE OF BUSH TRUCK

Barriere is surrounded by the Wildland Urban Interface (WUI). (A WUI is the area where human development meets the natural environment). This is a zone where wildfires can have a devastating impact on communities: Barriere currently sits at a Risk Class of 1 (the most extreme rating for the WUI).

Engines and Tenders have the capacity to travel on commonly maintained roads, but a Bush Truck can move more freely through fields and back roads to 'meet' a fire instead of waiting for it to come to a structure.

A Bush Truck is not a requirement for a municipal fire department and does not affect insurance gradings through the FUS. That being said, many rural departments utilize Bush Trucks because of their adaptability, moveability, quick deployment options and versatility. In mountainous areas, areas where FSR's are present and areas that are subject to lots of grass/interface and landscape fires are present, Bush Trucks are utilized significantly.

With 70% of our Fire Protection Boundary being rural residents, the densification of some urban areas, and multiple properties displaying more of a 'rural' aesthetic even within town boundaries (Leonie, Birch, Spruce, Barkley etc), the importance of a Bush Truck is essential in the area to allow for a rapid and quick knock down of fire events within the district and Fire Protection Boundary.

The Bush Truck has been deployed to over 272 landscape and grass fires and illegal burns. This does not include MVI's, Rural Rescues, wildfire deployments or structure fires.

In addition to these events, the Bush Truck has been used in the past year as a 'FireSmart Assessment' vehicle (in addition to emergency incidents) to allow for use of the equipment off the vehicle (ladders to access roofs). This vehicle is also utilized for Commercial Business Inspections. The Bush Truck is utilized as a 'Command' vehicle to scope out fires in 'hard to access areas,' including steep driveways, over bridges, on FSR's and smaller events like a 'line down.' In addition to these, this vehicle is utilized to get firefighters from the firehall to the fire ground, or to send a firefighter with SCBA bottles to refill them with air during a major structural event when a Tender or Engine can not leave.

Although this vehicle is not mandatory through the FUS or the Office of Fire Commissioner, this apparatus has been a crucial and integral part of the Fire Department thus far.

INTERAGENCY AGREEMENT

Our Fire Rescue team is eligible to be deployed to wildfire events through the Provincial Interagency Agreement with the Office of the Fire Commissioner and BC Wildfire Service.

A Bush Truck is one of the highest requested apparatuses that Barriere has been called for. Previous Chiefs estimated that we have rejected around 10 deployments over the last 4 years (for various reasons).

The following is a breakdown of the 5 types of Bush Trucks (referred to as wildland in the table) that can be requested by BCWS under the agreement.

Engine Minimum Requirements

Engine Type	Staff / crew	Tank Size USG	Pump USGPM	Pump PSI	Pump & Roll	Ladders	Master Stream	2.5" hose	1.5" hose	¾" hose
Type 1 (structure)	4	300	1000	150	No	Yes per NFPA 1901	Yes	1200' BAT	500' NPSH or QC	200' GHT
Type 2 (structure)	4	300	500	150	No	Yes per NFPA 1901	No	1000' BAT	500' NPSH or QC	200' GHT
Type 3 (wildland)	3	500	150	250	Yes	No	No	No	1000' NPSH or QC	500' GHT
Type 4 (wildland)	3	750	50	100	Yes	No	No	No	300' NPSH or QC	300' GHT
Type 5 (wildland)	3	400	50	100	Yes	No	No	No	300' NPSH or QC	300' GHT
Type 6 (wildland)	3	150	50	100	Yes	No	No	No	300' NPSH or QC	300' GHT
Type 7 (wildland)	2	50	10	100	Yes	No	No	No	No	200' GHT

REVENUE GENERATED

The Bush Truck has been deployed through the previously mentioned Interagency Agreement on several occasions, with the two largest years of revenue being 2021 and 2023 (specific to only Bush Truck – the amount below does not include other engines and tenders deployed).

Revenue generated from 2021 and 2023 was \$357,620.00 from the Bush Truck.

Below is a table explaining the hourly rate the trucks can make on a deployment:

Structure Engine, Type 1, all found	\$676/hr
Structure Engine, Type 2, all found	\$567/hr
Truck Company, Type 1, all found	\$938/hr
Truck Company, Type 2, all found	\$807/hr
Water Tender, Support Type 1, all found	\$419/hr
Water Tender, Support Type 2, all found	\$341/hr
Water Tender, Support Type 3, all found	\$319/hr
Water Tender, Tactical Type 1, all found	\$419/hr
Water Tender, Tactical Type 2, all found	\$352/hr
Wildland Engine, Type 3, all found	\$536/hr
Wildland Engine, Type 4, all found	\$412/hr
Wildland Engine, Type 5, all found	\$395/hr
Wildland Engine, Type 6, all found	\$363/hr
Wildland Engine, Type 7, all found	\$238/hr

Figure 2: Figure 1: Pulled directly from the Memorandum of Agreement for Interagency Operational Procedures and Reimbursement Rates document, available online through the provincial government website.

The current Bush Truck has been deployed as a 'Type 6' Wildland truck, and can make \$363/hr. This is an all-found rate, and wages to firefighters and staff are paid out of this hourly amount. After pulling wages from this rate, \$211 per hour is actual revenue for the District of Barriere.

Other Potential Risks

Besides not being able to respond to incidents, the following risks are also apparent if operating a vehicle over the maximum allowable weight:

- Insurance would become void if an accident occurs and the vehicle is found to be overweight
 - o It should be noted, that if an accident should occur and the vehicle is found to be overweight, the District of Barriere would be liable for 100% of all costs and accident-related expenses
- CVSE will issue a fine for the vehicle if it is found overweight
- All insurance will become void
- The fine can affect the Transport Canada Licensing for the District of Barriere

Additional Overweight Risks:

- Increased likelihood of accidents
- Breaking failure
- Damage to roads
- Steering difficulty
- Additional wear and tear to the vehicle (possibly including additional downtime in vehicle)
- Increased fuel consumption
- Likelihood of void insurance
- Loss of license to driver

Water at half capacity risks:

- Allows water to move more freely and can affect steering, brake handling, and control of the vehicle while it is in motion

Removing Compartments and Necessary Equipment Risks:

- Not having enough tools and equipment to extinguish a fire putting firefighters, exposures and assets at risk

FINANCIALS (BORROWING & PURCHASING)

The primary option would be to replace the current Bush Truck. By removing some heavy components, the current truck may be an acceptable vehicle for continued light duty use for a few additional years while serving for lower priority tasks such as FireSmart Inspections, Commercial Business Inspections, Command Vehicle, and a transport vehicle.

COST:

Staff have approached several different companies that make Bush Trucks in both Canada and the USA to gain an understanding of replacement costs and turnaround times for a Bush Truck if Council choose to replace this apparatus. Below are the highlights of these conversations:

- To build a new Bush Truck specific to the needs of the department, a 32-month waiting period is expected. During that build time, the price of the vehicle can fluctuate depending on the cost of material (quotes cannot be guaranteed)
- Stock models are available and range from a price around \$300,000 to \$400,000
 - Stock models around \$300,000 mark do not have accurate storage for the department's needs and would need to have funds allocated to reconfigure the vehicle after market

TARIFFS

After the threat of tariffs in January, staff investigated the estimated cost increases within the Fire Department. Thankfully, the District purchases the majority of the fire department specific equipment from Canadian suppliers, and a large amount of items purchased are made in Canada. Unfortunately, 90% of the materials used for the equipment comes from the USA. If tariffs move ahead (and reciprocal tariffs are implemented by Canada), we will be looking at a significant increase for the replacement of a Bush Truck. US leadership has indicated that these tariffs would take place as early as March 4, 2025. Canadian tariffs on US imports that are in effect immediately are not expected to be focused on major vehicle components; however, Canada has indicated that they would look at further products to be taxed within a 2-3 week timeframe.

FINANCING

Vehicles are required to be funded to 100% upfront if buying stock, and 90% upfront if a new build is being manufactured.

There are three options of purchasing a new Bush Truck if Council approves the request to move forward with this replacement:


Use of Reserves:

- Utilize reserves to fully purchase a new Bush Truck. Between the Highway Rescue, Fire Department, and Wildfire reserves, there are enough reserve funds; however, this would leave only roughly \$100,000 in reserve currently dedicated to the Fire Department.
- Utilizing reserves will have no immediate impact on taxation to our taxpayers; however, the reserves will have to be rebuilt over the coming years to fund the upcoming replacements of the \$1,000,000 (estimate) Engine 3 as well as an expansion to the current fire hall or construction of an entirely new hall. The cost of a new hall could easily reach \$2,000,000.

Utilizing Financing and Reserves





- This could allow for a smaller loan, with an upfront payment coming from reserves. This could be a mix of \$200,000 in cash from reserves, and \$200,000 financed over 5 years
- See optional scenarios for \$150,000 and \$200,000 financed over 5 years below
- This option would only use some of the reserves, allowing for funding to remain for other larger projects (Engine 3, Fire Hall, etc.) However, an estimated \$33,000 to \$44,000 would be needed annually to fund the interest and principal payments, which would most likely need to be funded from taxation. (3.25% to 4.5% tax increase).
- Any revenue from wildfire contracts could directly be applied to the principal owing to reducing the overall term and could allow for a payoff a few years ahead of schedule.

Payment	Amount
Loan Amount @	<input type="text" value="\$200,000"/>
Payment Frequency @	<input type="text" value="Monthly"/>
Loan Term @	<input type="text" value="5 years"/>
Interest Rate @	<input type="text" value="3.77 %"/>




Loan Payment:
\$3,662.58

Total interest over term: @ \$19,754.95
Total payment amount: @ \$219,754.95

 View graph  View report  Print results  Save/Share results





\$200,000 over 5 years.

Payment	Amount
Loan Amount @	<input type="text" value="\$150,000"/>
Payment Frequency @	<input type="text" value="Monthly"/>
Loan Term @	<input type="text" value="5 years"/>
Interest Rate @	<input type="text" value="3.77 %"/>



Loan Payment:
\$2,746.94






Total interest over term: @ \$14,816.15
Total payment amount: @ \$164,816.15

 View graph  View report  Print results  Save/Share results

\$150,000 over 5 years.

Financing through the Municipal Finance Authority (MFA) of BC.

- Below is also the estimated summary for a possible loan of \$400,000 to purchase a new or used Bush Truck
- Any loan lasting longer than 5 years will require electoral approval.
- This option would allow for all reserve funds to remain for future projects
- The annual impact on ratepayers under this scenario would be \$88,000 or 8.8% taxation
- As mentioned above, the revenues for wildfire contract could also be applied to reduce the total length of the term.

Payment	Amount
Loan Amount @	\$400,000
Payment Frequency @	Monthly
Loan Term @	5 years
Interest Rate @	3.77 %
	
Loan Payment: \$7,325.16	
Total interest over term: @ \$39,509.90	
Total payment amount: @ \$439,509.90	
 View graph	 View report
 Print results	 Save/Share results

\$400,000 over 5 years

Quick Facts about financing:

- Lump Sum payments are accepted with no additional penalties to the District of Barriere.
- The maximum length of a loan could be 25 years (renewable every 5 years), but would require electoral approval if the loan lasts longer than 5 years.
- The interest rate is variable (currently sitting at 3.77%) but the loans have fixed monthly payments, subject to reset every 5 years for longer loans (or unless paid off sooner).

Options:

1. Status Quo

Remains as is, without reallocation of funds for a new Bush Truck.

Outcome: Operate a Bush Truck with water at half capacity and do the best we can with the equipment we have. This carries some risk as there is a high likelihood that the current Bush Truck will continue to fail as the components on the truck are incompatible to the use. Also, the truck has been under heavier than designed use for the majority of its 18-year lifespan. Other rural departments generally budget to replace their Bush Trucks within a 15–20-year window under normal use.

2. Reduce the Fleet Permanently

Outcome: Reduce the current Fire Department Fleet and remove the Bush Truck from service entirely. Although this is an option, this would reduce the service levels and the response options for fighting wildland fires. There would be no impact on residential and commercial insurance rates; however, there is a potential for reputational risk if the District reduces the wildfire fighting capabilities in a high risk for wildfire zone.

3. Reduce the Fleet Temporarily

Outcome: Temporarily remove the Bush Truck from service and re-assess purchasing a new truck in future years. Same outcomes as listed above under 2.; however, if the intent is to purchase a new truck in a year or two, the costs will most likely have increased by any tariff amount plus any additional inflationary costs. Please note, the fire service generally sees cost increases of at least 5% annually.

4. Purchase

Outcome: Purchase a Bush Truck for the Fire Department at this time. This would most likely be a stock item and some adjustments would need to be made to accommodate the tools and equipment currently used by our crew. Staff may consider purchasing a slightly used version as well. The maximum estimate for a new bush truck is \$400,000.

Summary

At this time, from a technical point and considering all the various risk factors, Staff is recommending the purchase of a new bush truck as per option 4 above.

Strategic Impact

The 2025 Strategic Plan of Council includes these priorities that relate to this report:

- Implement an Organizational Asset Management Program
- Create Opportunities for Community Growth
- General Governance and Community Engagement
- Develop a Strategy to mitigate cost increases and downloading pressures

Risk Assessment

Compliance: WorkSafe BC legislation, ICBC, CVSE, Provincial Interagency Agreement with the Office of the Fire Commissioner and BC Wildfire Service, Mutual Aid Agreement with TNRD.

Risk Impact: Medium to High – The current Bush Truck is one of the most utilized vehicles in the Fire Department Fleet for both emergencies and non-emergency events. This vehicle is one of the most versatile pieces of equipment given its size and the geographical area of Barriere and its properties within the Fire Protection Boundaries. Potentially not replacing the truck or reducing the service levels by reducing the truck would be considered High Risk with the addition for potentially high reputational risk.

Internal Control Process: Staff would follow standard processes searching for and procuring a Bush Truck sufficient for the Fire Department's needs while also expediting the purchasing to ensure that the least amount of tariff impacts the organization. For expediency, it is recommended for Council to delegate potential sole sourcing authority to the Mayor and CAO.

Next Steps / Communication

- If approved, Staff to search for Bush Trucks within the assigned budget
- Staff will use the chosen purchasing option by Council

Attachments

- Current Bush Truck Pictures

Recommendation

THAT Council instructs Staff to expedite the purchasing of a suitable Bush Truck in the amount not to exceed \$400,000 to be funded from _____, AND THAT the Mayor and Chief Administrative Officer be authorized to complete the procurement even if it requires sole sourcing of the item; AND THAT the expense be included in the 2025-2029 Financial Plan.

Alternative Options

1. Council could choose another option as provided in the report.

Prepared by: A. Hovenkamp, Fire Chief

Reviewed by: D. Drexler, CAO

Bush Truck - Pictures



CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Annual Firefighter Gear (Two Full Sets)	Project Number: FD-25-02
Project Budget: \$20,000	Department: FD
Project Location: Fire Hall	Project Owner: Alexis Hovenkamp

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 10,000
Grant Funded: (y/n) NO	Grant Source: UBCM CEPF	Grant Amount: \$ 10,000
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 20,000

Project Evaluation & Criticality

Risk(1-10): 10	EMERGENCY: (y/n) Y	Resource Info
Affordability (1-10): 8	Regulatory: (y/n) Y	DoB: Personnel
Service Level (1-10): 5	Planned: (y/n) YES	Consultant: (y/n) N
TOTAL SCORE: 23 /30	Other:	Contractor: (y/n) N

Project Description / Background: {Please use this font size and style}

Barriere Fire Rescue outfits members in two separate types of gear: Turn Out Gear and Rescue Gear. All gear must meet the standards of those from the Nation Fire Protection Association (NFPA).

Rescue gear serves two purposes – it is fire resistant and can be worn during deployments through the Inter-Agency Agreement with BCWS and the OFC and it is NFPA approved to be used for ‘technical’ rescues like Low/Steep Angle Rescue and Auto Extrication. The requirements that this gear needs to meet are: NFPA 1977, “Standard on Protective Clothing and Equipment for Wildland Fire Fighting and Urban Interface Fire Fighting,” and NFPA 1951, “Standard on Protective Ensembles for Technical Rescue Incidents.”

Turnout gear, also referred to as “turnouts” or “bunker gear”, is a type of protective clothing worn by firefighters when responding to calls.

The NFPA Standards that oversee Turn Out Turn Out Gear are NFPA 1500, "Standard on Fire Department Occupational Safety, Health, and Wellness Program," NFPA 1851, “Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting,” “NFPA 1971, "Standard on Protective Ensemble for Structural Firefighting," and NFPA 1975, "Standard on Station/Work Uniforms for Fire Fighters."

These regulations are extensive. A general overview of some information is:

- A **basic** ‘full set’ includes pants, coat, boots, helmet (with a light and visor), gloves and a hood. (The price included in this proposal does **not include** a MSA Facepiece or rescue gear, which is also supplied by the Fire Department).
- **Basic** set up for Rescue gear includes boots, coveralls, rescue helmet, rescue tool, rescue gloves, and a harness.
- Under these regulations, this gear needs to be replaced (at a minimum) every 10 years or when damage occurs
- Having custom turn out gear is important for each member, as each body is different and proper fitting PPE is crucial to it working properly to protect the body from burns, carcinogenic and other dangerous particulates.

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

On average, a 5% increase can be seen per year on fire related products. By purchasing outfitting two members on a yearly basis, we split the cost of this expensive gear over a number of years, instead of having to spend a substantial amount at one time. \$10,000 will be funded this year from the CEPF grant.

Project Goals / Objectives: {Please use this font size and style}

1. Purchase gear and equipment to outfit two members per year.

Project Risks if NOT Implemented: {Please use this font size and style}

1. To replace all Turn Out Gear in one purchase at (today's cost), it would mean paying just under \$139,700 for Turn Out Gear alone.

Project Implementation Plan:

Public Consultation Required: (y/n) N	Proposed Start: Q 2	Proposed Finish: Q 3 2025
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Notes: (if applicable?) {Please use this font size and style}

1. This year's budget contains the cost of gear for only one year.
2. Note: Due to damaged, aging of gear, increase of price and new firefighters, this project will require a yearly budget approval.
3. Some firefighters have new Turn Out Gear, but have not received Rescue Gear or vice-versa. The intention of this budget is to ensure that everyone has adequate PPE, so sometimes there may be the need to outfit one member with all gear, and for the remainder of the budget, split these items for multiple people.

Additional Info Attached

Pictures (y/n) Y
Report (y/n) N
Quote / Est. (y/n) N
Other (y/n) N

Current gear



Council Decision

Presented Date:	March 17, 2025
Decision Date:	
DECISION:	

sample of new gear



CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Hall Road Crossing – CN	Project Number: PW-25-01
Project Budget: \$25,000	Department: PW
Project Location:	Project Owner: Chris Matthews

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 25,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 25,000

Project Evaluation & Criticality

Risk(1-10): 10	EMERGENCY: (y/n) no	Resource Info
Affordability (1-10): 7	Regulatory: (y/n) yes	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) YES	Consultant: (y/n) no
TOTAL SCORE: 27 /30	Other:	Contractor: (y/n) yes

Project Description / Background: {Please use this font size and style}

The Hall Road track crossing and approach will need to be repaved upon completion of the track upgrades by CN.

Project Goals / Objectives: {Please use this font size and style}

1. Replace pavement removed during Hall Road track crossing upgrades as per CN specifications for road approaches and crossing.
2. This project also includes other costs that need to be borne by the road authority, some of which are undetermined at this point and subsequently there may be more funding required.

Project Risks if NOT Implemented: {Please use this font size and style}

1. Vehicles would not be able to cross the tracks safely and securely. Should match the existing asphalt roadway.

Project Implementation Plan:

Public Consultation Required: (y/n)	Proposed Start: Q2	Proposed Finish: Q2 2025
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Notes: (if applicable?) {Please use this font size and style}

1. Work with CN Rail to execute the upgrade project in the most efficient way and with the least amount of disruption to the public.

Additional Info Attached

Pictures (y/n) yes
Report (y/n)
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF



CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Annual Paving Program	Project Number: PW-25-02
Project Budget: \$100,000	Department: PW
Project Location: Critical Road Repairs	Project Owner: Chris Matthews

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 100,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 100,000

Project Evaluation & Criticality

Risk(1-10): 5	EMERGENCY: (y/n) NO	Resource Info
Affordability (1-10): 7	Regulatory: (y/n) NO	DoB: NO
Service Level (1-10): 10	Planned: (y/n) YES	Consultant: (y/n)
TOTAL SCORE: 22 /30	Other:	Contractor: (y/n) YES

Project Description / Background: {Please use this font size and style}

Our roads contractor provided us a list of areas in need of urgent repair work throughout town totalling roughly \$170,000. Staff have utilized this list to cross reference with our own data and would like to focus \$100,000 on some of the most urgent areas where there are no near future upgrade needs for water and wastewater scheduled.

Project Goals / Objectives: {Please use this font size and style}

1. Repair critical sections of roads

Project Risks if NOT Implemented: {Please use this font size and style}

1. further deterioration of pavement will lead to additional restoration and increased costs

Project Implementation Plan:

Public Consultation Required: (y/n) no	Proposed Start: Q2	Proposed Finish: Q3 2025
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Notes: (if applicable?) {Please use this font size and style}

Additional Info Attached

Pictures (y/n)
Report (y/n)
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Solid Waste Dumpsters	Project Number: PW-25-03
Project Budget: \$15,000	Department: PW
Project Location: Inventory	Project Owner: Chris Matthews

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 15,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 15,000

Project Evaluation & Criticality

Risk(1-10): 7	EMERGENCY: (y/n) no	Resource Info
Affordability (1-10): 5	Regulatory: (y/n) no	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) YES	Consultant: (y/n)
TOTAL SCORE: 22 /30	Other:	Contractor: (y/n)

Project Description / Background: {Please use this font size and style}

We are anticipating new businesses starting up within the District to require bins. Since, we do not have any commercial dumpsters in stock we are looking at purchasing 6 used bins that will allow us to a) serve our new businesses, b) provide collection at new locations, c) have inventory to start a replace and refurbish program.

Project Goals / Objectives: {Please use this font size and style}

1. Purchase 6 new to us garbage bins c/w associated hydraulic cylinders and counter-weight.

Project Risks if NOT Implemented: {Please use this font size and style}

1. We will not have any commercial bins available for new businesses or underserved areas.

Project Implementation Plan:

Public Consultation Required: (y/n) no	Proposed Start: Q2	Proposed Finish: Q3 2025
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Notes: (if applicable?) {Please use this font size and style}

Additional Info Attached

Pictures (y/n) Y
Report (y/n)
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF



CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Wastewater Treatment Plant	Project Number: UT-25-01
Project Budget: \$7,100,000	Department: Utilities
Project Location: Septage Receiving Kamloops St.	Project Owner: Chris Matthews

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 1,886,624
Grant Funded: (y/n) YES	Grant Source: ICIP 2022	Grant Amount: \$ 5,213,376
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 7,100,000

Project Evaluation & Criticality

Risk(1-10): 10	EMERGENCY: (y/n) no	Resource Info
Affordability (1-10): 5	Regulatory: (y/n) yes	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) YES	Consultant: (y/n) yes
TOTAL SCORE: 25/30	Other:	Contractor: (y/n) yes

Project Description / Background: {Please use this font size and style}

The current solar aquatics wastewater treatment facility discharge is and has always been out of compliance since it was commissioned in 2016. The District received grant funding to cover almost 80% of the costs to upgrade the treatment plant. This will consist of moving the treatment works to the existing septage receiving location, utilizing the existing discharge basins, and decommissioning the solar aquatics plant. A secondary portion of the project is intended to extend and complete other wastewater infrastructure such as SCADA systems and wastewater main expansions.

Project Goals / Objectives: {Please use this font size and style}

- Expectation for project expenditures in 2025 is estimated at \$3.75M funded by the grant received in 2024.
- Process equipment and civil work to commence in 2025 with project completion projected for 2026.

Project Risks if NOT Implemented: {Please use this font size and style}

- Substantial fines from Ministry of Environment.
- Release of potential pollutants to the receiving environment.

Project Implementation Plan:

Public Consultation Required: (y/n) no	Proposed Start: Q2	Proposed Finish: Q4 2026
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Notes: (if applicable?) {Please use this font size and style}

- This year's budget contains the cost of the process equipment and some civil work for 2025. Actual costs may fluctuate depending on permitting and subsequent timeline changes

Additional Info Attached

Pictures (y/n)
Report (y/n)
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Highway 5 Extension	Project Number: UT-25-02
Project Budget: \$3,071,065	Department: Utilities
Project Location: Summer Road	Project Owner: Chris Matthews

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 306,225
Grant Funded: (y/n) YES	Grant Source: REDIP	Grant Amount: \$ 1,000,000
Other: (y/n) YES	Other Source: other grants / partners	Other Amount: \$ 1,764,840
Funding Notes:	NPV:	TOTAL COST: \$ 3,071,065

Project Evaluation & Criticality

Risk(1-10): 6	EMERGENCY: (y/n) No	Resource Info
Affordability (1-10): 7	Regulatory: (y/n) No	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) YES	Consultant: (y/n) YES
TOTAL SCORE: 23 /30	Other:	Contractor: (y/n) YES

Project Description / Background: {Please use this font size and style}

The report from the September 2024 Council meeting regarding the Rural Economic Development and Infrastructure Program (REDIP) funding application is attached.

Project Goals / Objectives: {Please use this font size and style}

1. Extend Utility services north of the Highway bridge to facilitate SRG development at 4740 Highway 5 and other properties along Summer Road.
2. Facilitates looping of the watermain to the north end of town, which will reduce the risks and asset management needs in the downtown core. Also provides expansion of the sewer system to Greentree Estates.

Project Risks if NOT Implemented: {Please use this font size and style}

1. Properties along Summers Road would remain under a boil water advisory.
2. Opportunities for densified development would be reduced along the corridor north of the highway bridge.

Project Implementation Plan:

Public Consultation Required: (y/n)	Proposed Start: Q3 2025	Proposed Finish: Q4 2026
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Notes: (if applicable?) {Please use this font size and style}

1. Once the REDIP program announces if there is support, staff will begin procurement of necessary services.
2. Staff is also reviewing other funding streams to further reduce the cost to the taxpayers.
3. Partnerships with the property owners are also being explored.

Additional Info Attached

Pictures (y/n)
Report (y/n) yes
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

District of Barriere

REPORT TO COUNCIL

Request for Decision

Date: September 9, 2024	File: 530.20/Rpts
To: Council	From: Chief Administrative Officer
Re: Rural Economic Diversification and Infrastructure Program (REDIP) Grant Application	
Recommendation: THAT Council instructs Staff to proceed with the grant application for the Rural Economic Diversification and Infrastructure Program (REDIP) in the amount of \$1,000,000 to support the economic development of the Highway 5 commercial corridor.	

Purpose

For Council to consider an application to the Rural Economic Diversification and Infrastructure Program (REDIP) to allow for commercial opportunities along the Highway 5 corridor.

Background

Staff have received several inquiries about potential developments along the Highway 5 commercial corridor north of the Barriere River Bridge. Some of these properties currently only have access to water through the District utilities (and no wastewater) while others have to rely on individual well systems. The Interior Health Authority (IHA) also has issued boil water advisories for most of the lots in the area that do not have water and wastewater services available.

To maximize the potential of those properties, ideally both utilities should be available to encourage the highest density.

The primary use of the key developable properties is currently defined in the Zoning Bylaw as **C2 – Yellowhead Corridor Commercial**:

The purpose of this zone is to permit development of secondary or service commercial uses involving workshop type uses, commercial uses, and sales requiring larger areas of land.

Which allows for the following uses:

<i>Principal Uses</i>	<i>Accessory Uses</i>
<ul style="list-style-type: none">• Large Single Retail store• Retail sales outlet or attraction that caters to the travelling public• Motorized and non-motorized vehicle services, including associated retail sales and repair (e.g. service station)• Personal service shop• Office• Restaurant	<ul style="list-style-type: none">• Dwelling units in the principal commercial building• Accessory buildings• Accessory retail sales

<i>Principal Uses</i>	<i>Accessory Uses</i>
<ul style="list-style-type: none"> • Entertainment Establishment • Motel • Hotel • Campground • Restaurant • Veterinary clinic or animal hospital, including pet boarding and breeding kennels • RV Park 	

These key properties are also within a Development Permit corridor.

Several inquiries focused on ideas of commercial ground floor with residential housing units above. To maximize this type of development, water and wastewater utilities would be essential.

One strategy to enable this type of growth in the area would be to expand the community wastewater system north of the Barriere River Bridge to Yard Road that would then tie into the Septic Receiving Wastewater Plant (on Kamloops Street). This type of investment could further allow for future expansions to Green Tree Estates (Oriole Way / Robin Drive), and potential for subsequent future connectivity of the Siska treatment plant.

Additionally, completing some water system expansions to connect DeeJay Road with Yard Road at the same time would be advisable to create some economies of scale and further allow for connectivity of those sites to community water which would eliminate some of the IHA advisories.

Preliminary Budget:

Staff have reached out to our engineers to get a high-level cost estimate to evaluate the feasibility within this grant. The REDIP grant allows for an 80/20 percent split for projects with a maximum grant contribution of \$1,000,000 for a project. Under the guidelines, Municipal Utility Improvements would only be considered if they are directly linked to a specific economic development opportunity. As such, Staff would be working with the potential developers to ensure that the economic opportunities directly relate to this project. Several other organizations and stakeholders, such as IHA, will also be contacted for letters of support in alignment of this general opportunity. Simpcw has also indicated that they would be providing a support letter. Overall, this project may be a great opportunity to enable future development in the area and community partners may be able to fund a portion of the project without the need for a grant.

Summary

At this stage, Council is asked to support an application to the REDIP program. If awarded, this would mean that the District would be responsible for a minimum \$200,000 of the project cost, however, \$100,000 could be in-kind as well; and potential partners have indicated a willingness to support the project as well as it would eliminate on-site septic systems.

Benefits or Impact

General

A Council resolution is generally required as part of the grant funding intake.

Finances

The full budget for the project is yet to be determined, a very early estimate foresees a cost of up to \$2Mil without engineering and contingencies. If successful, REDIP would fund up to \$1,000,000 while the District, at a minimum, would be required to fund \$200,000. Other partners have indicated a willingness to support this project as well financially.

Strategic Impact

Enable development of the Highway 5 corridor north of the Barriere River bridge.

Risk Assessment

Compliance: REDIP grant program guidelines

Risk Impact: Low.

Internal Control Process: Staff would follow standard processes to apply for the grant.

Next Steps / Communication

- Staff to work with engineers on a budget and application for the project.
 - Staff to update Council at a future meeting about partner contributions. (depending on contributors and negotiations, this may be an in-camera update)
 - If everything aligns, Staff would submit the application.
-

Attachments

- Utilities, Zoning, OCP Maps

Recommendation

THAT Council instructs Staff to proceed with the grant application for the Rural Economic Diversification and Infrastructure Program (REDIP) in the amount of \$1,000,000 to support the economic development of the Highway 5 commercial corridor.

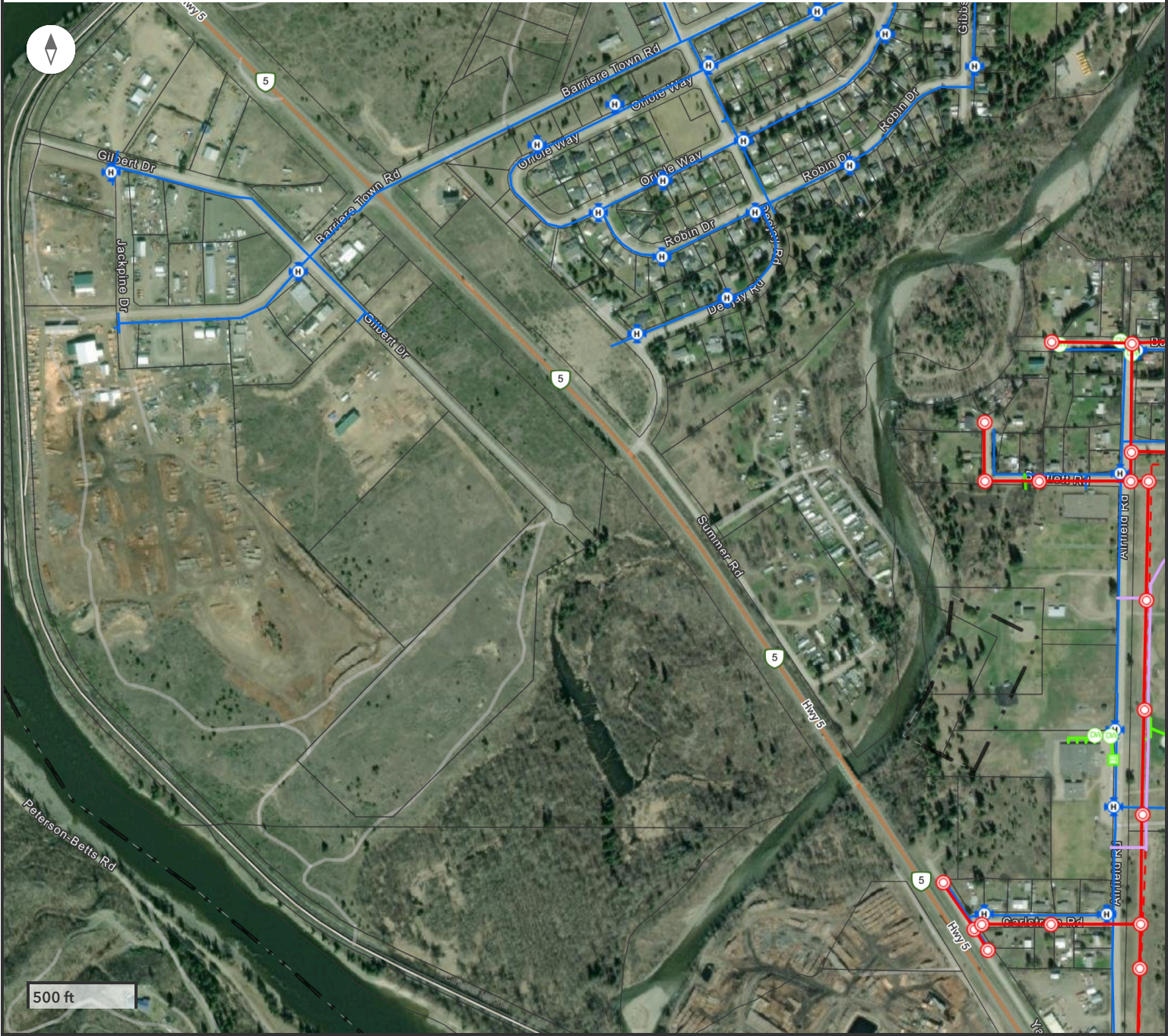
Alternative Options

1. Council could choose not to pursue this grant opportunity at this time.

Prepared by:

D. Drexler, Chief Administrative Officer

Hwy 5 Commercial - Utilities



Utilities
Sanitary Network
Sanitary Manhole



Sanitary Lift Station



Non Potable Reclaimed Water

Sanitary Main

- - - - Force Main Gravity Main

Sanitary Structure Boundary



Stormwater Network
Storm Drywell



Storm Catchbasin



Storm Main

— Culvert Gravity Main

Water Network
Water Hydrant



Water Well




Water Main


Water Structure Boundary



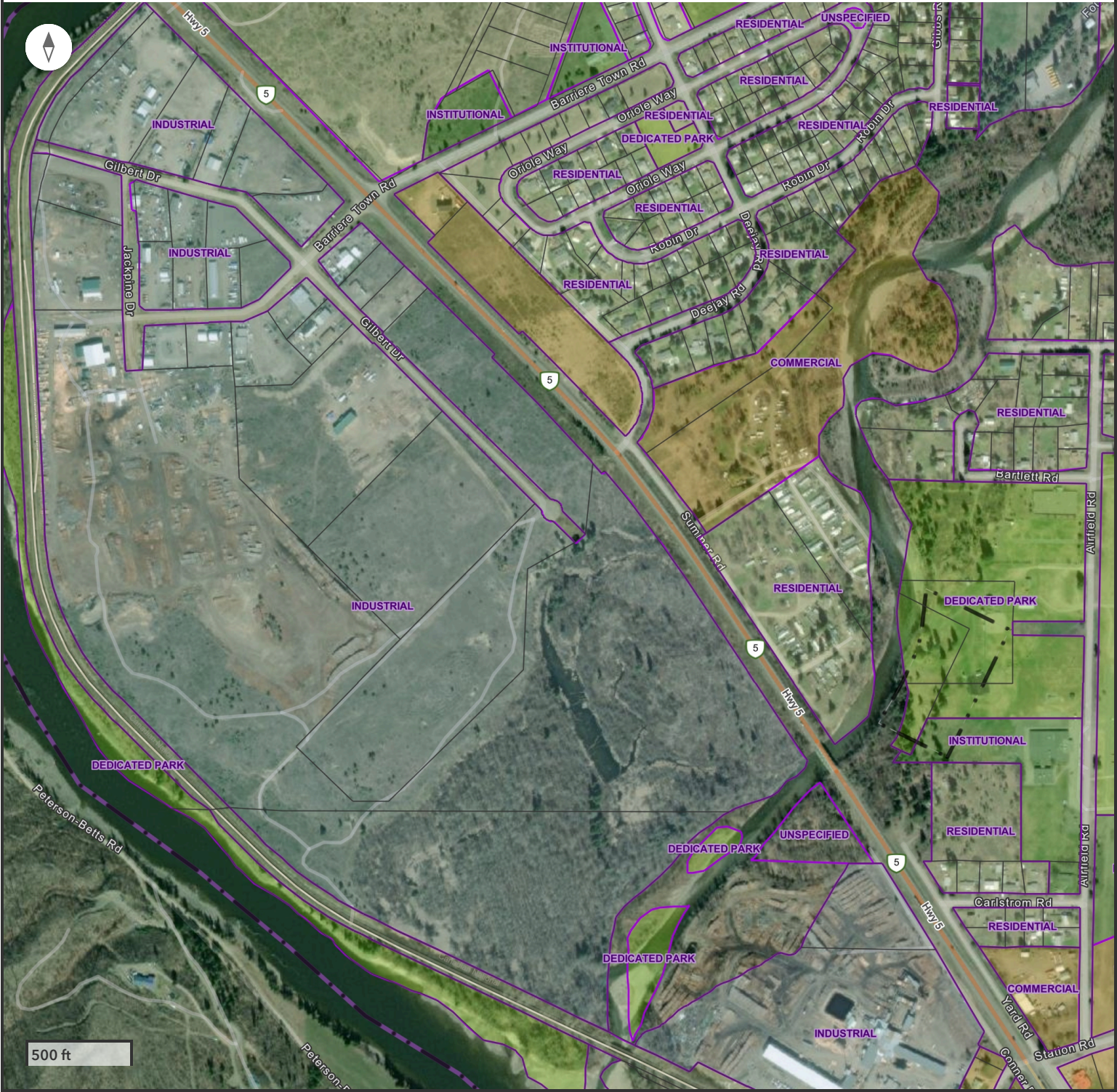
Property
Parcel



District of Barriere Boundary



Hwy 5 Commercial - OCP



Property
Parcel



District of Barriere Boundary



Land Use
OCP
OCP Boundary Outline

Yes

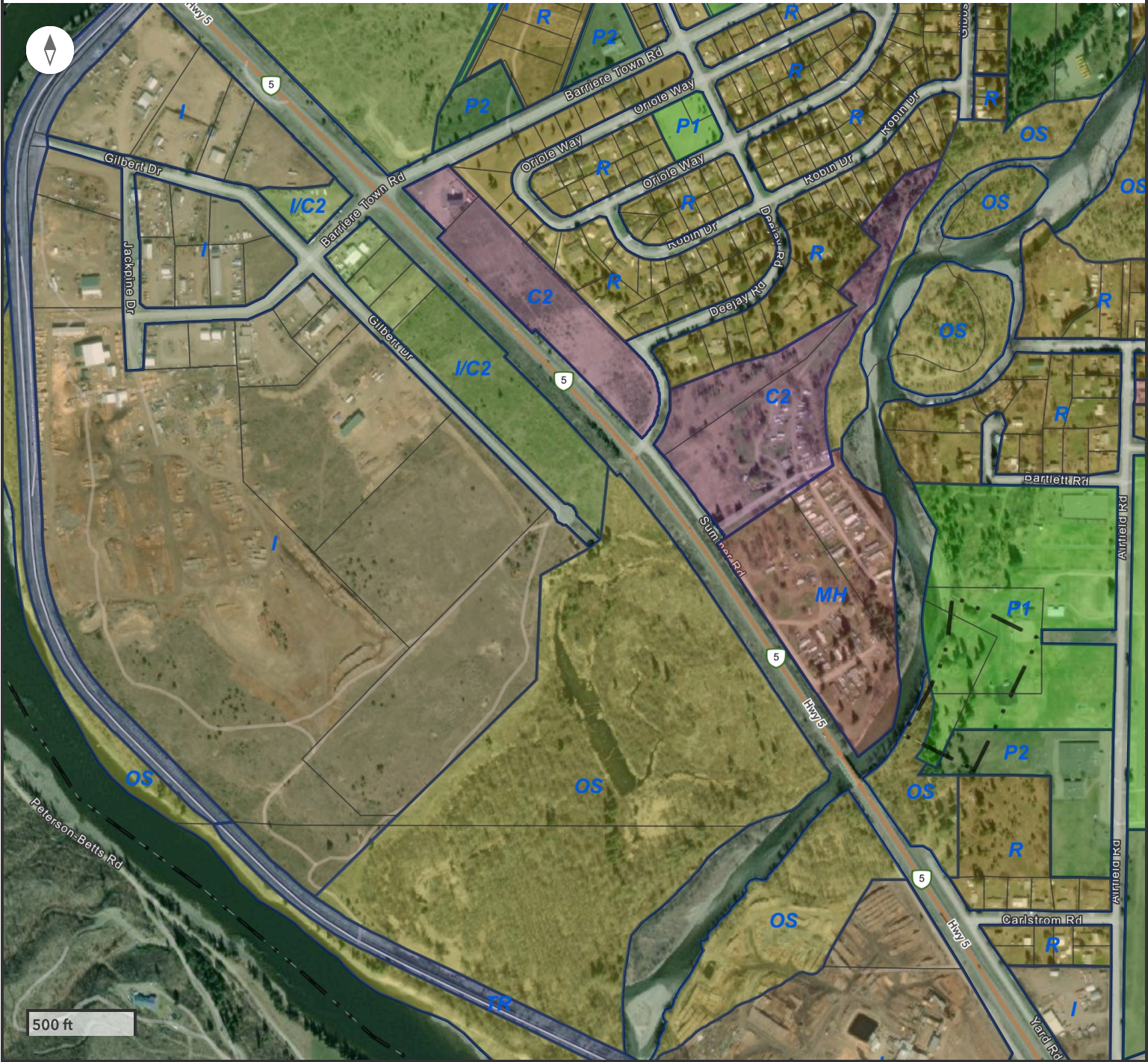
OCP Designation Outline and Label

OCP Designation Fill

District of Barriere, Commercial	District of Barriere, Dedicated Park	District of Barriere, Industrial
District of Barriere, Institutional	District of Barriere, Residential	District of Barriere, Rural Resource

OCP Contact

Hwy 5 Commercial - Zoning



Property
Parcel



District of Barriere Boundary



Land Use
Zoning
Site Specific Zoning
Site Specific Zoning Point



Site Specific Zoning Label

Site Specific Zoning Fill

Yes

Zoning Label

Zoning Fill

C1	C2	C1/R	C1/RM	C2/R	CR	I	I/C2	LIC/R	MH	OS	R	RM	P1
P2	SH	TTR											

Zoning Outline



CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: Emergency Repairs	Project Number: CAO-25-01
Project Budget: \$50,000	Department: CAO
Project Location: As needed	Project Owner: Daniel Drexler

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Capital	DoB Amount: \$ 50,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 50,000

Project Evaluation & Criticality

Risk(1-10): 8	EMERGENCY: (y/n) No	Resource Info
Affordability (1-10): 8	Regulatory: (y/n) No	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) No	Consultant: (y/n)
TOTAL SCORE: 26 /30	Other:	Contractor: (y/n)

Project Description / Background: {Please use this font size and style}

The funding is intended to support emergencies that occur throughout the year. For example, the District had several smaller emergency water infrastructure repairs throughout 2024 and expenses were covered through operational budgets in the past year. However, as infrastructure (includes, Roads, Facilities, Equipment, Water, Wastewater, etc.) ages across the District repairs may be needed that are outside of the standard operating threshold and would fall under a capital expense category. The funding allocated for the emergency fund would only be used with approval of the CAO and only for emergency purposes of a capital nature. Any remaining funds at year end would be carried forward to the next year.

Project Goals / Objectives: {Please use this font size and style}

1. Ensure capital funding is available when required for emergency purposes only

Project Risks if NOT Implemented: {Please use this font size and style}

1. Projects of a capital nature would need to be brought to Council first before funding could be provided.

Project Implementation Plan:

Public Consultation Required: (y/n) No	Proposed Start: Q 2	Proposed Finish: Q 4 2025
--	---------------------	---------------------------

Notes: (if applicable?) {Please use this font size and style}

1. As needed depending on emergency.

Additional Info Attached

Pictures (y/n) N
Report (y/n) N
Quote / Est. (y/n) N
Other (y/n) N

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: IT Equipment	Project Number: CAO-25-02
Project Budget: \$11,000	Department: IT
Project Location: District Offices	Project Owner: Daniel Drexler

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: Surplus	DoB Amount: \$ 11,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 11,000

Project Evaluation & Criticality

Risk(1-10): 9	EMERGENCY: (y/n) N	Resource Info
Affordability (1-10): 8	Regulatory: (y/n) N	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) YES	Consultant: (y/n)
TOTAL SCORE: 27 /30	Other:	Contractor: (y/n) Y

Project Description / Background: {Please use this font size and style}

Annually, the District has the need for replacement of technology assets. This year the following projects would fall under this category:

1. Phone System – estimated at up to \$7,000 – Council gave early budget approval in November 2024 for this.
2. Computers, laptops, other miscellaneous equipment – for District departments.

Project Goals / Objectives: {Please use this font size and style}

1. Assets are replaced as described.

Project Risks if NOT Implemented: {Please use this font size and style}

1. District assets fail, downtime occurs, often leading to more costly repairs.

Project Implementation Plan:

Public Consultation Required: (y/n)	Proposed Start: Q 1	Proposed Finish: Q 4 2025
-------------------------------------	---------------------	---------------------------

Notes: (if applicable?) {Please use this font size and style}

1. This year's budget contains the cost of the equipment for 2025 only.

Additional Info Attached

Pictures (y/n)
Report (y/n)
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: BBC Energy Efficiency	Project Number: CAO-25-03
Project Budget: \$120,000	Department: PW
Project Location: District Offices	Project Owner: CMatthews / DDrexler

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: LGCAP	DoB Amount: \$ 120,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 120,000

Project Evaluation & Criticality

Risk(1-10): 6	EMERGENCY: (y/n) N	Resource Info
Affordability (1-10): 8	Regulatory: (y/n) Y	DoB: Personnel
Service Level (1-10): 9	Planned: (y/n) YES	Consultant: (y/n)
TOTAL SCORE: 23 /30	Other:	Contractor: (y/n) Y

Project Description / Background: {Please use this font size and style}

- The Local Government Climate Action Plan (LGCAP) funding that was provided to the District over the past few years requires a large amount to be spent this year. Staff received an extension for the first \$65,000 until end of Juen 2025. A project that was deemed suitable by Council in December 2024 / January 2025 was an energy efficiency retrofit of Unit 4 in the Barriere Business Center (BBC). The estimated cost is \$120,000 and would include insulation, energy efficient windows, HVAC, and required electrical and plumbing upgrades along with refinishing the unit with drywall. Council provided support for this project at the February 3, 2025 Council meeting.

Project Goals / Objectives: {Please use this font size and style}

- Energy Retrofit of previous non-efficient space

Project Risks if NOT Implemented: {Please use this font size and style}

- LGCAP funding could be lost.

Project Implementation Plan:

Public Consultation Required: (y/n)	Proposed Start: Q 1	Proposed Finish: Q 2 2025
-------------------------------------	---------------------	---------------------------

Notes: (if applicable?) {Please use this font size and style}

- Staff to work with various contractors to ensure that the project is complete by end of June 2025.

Additional Info Attached

Pictures (y/n)
Report (y/n)
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

CAPITAL EXPENDITURE: BUSINESS CASE BRIEF

Basic Project Information:

Project Name: SCADA System	Project Number: CAO-25-04
Project Budget: \$110,000	Department: IT
Project Location: Water and Wastewater Sites	Project Owner: DDrexler / CMatthews

Project Funding & Financials

DoB Funded: (y/n) YES	Funding Source: COVID-19 fund	DoB Amount: \$ 110,000
Grant Funded: (y/n) NO	Grant Source:	Grant Amount: \$ 0
Other: (y/n) NO	Other Source:	Other Amount: \$ 0
Funding Notes:	NPV:	TOTAL COST: \$ 110,000

Project Evaluation & Criticality

Risk(1-10): 7	EMERGENCY: (y/n) N	Resource Info
Affordability (1-10): 8	Regulatory: (y/n) N	DoB: Personnel
Service Level (1-10): 10	Planned: (y/n) Yes	Consultant: (y/n) Y
TOTAL SCORE: 25 /30	Other:	Contractor: (y/n) Y

Project Description / Background: {Please use this font size and style}

- Following Council's Strategic Plan, staff proposed to install the SCADA system with remaining COVID-19 funding. Council approved this request in February 2025. The full report is attached.

Project Goals / Objectives: {Please use this font size and style}

- SCADA System is installed and operational

Project Risks if NOT Implemented: {Please use this font size and style}

- See attached report

Project Implementation Plan:

Public Consultation Required: (y/n)	Proposed Start: Q 1	Proposed Finish: Q 3 2025
-------------------------------------	---------------------	---------------------------

Notes: (if applicable?) {Please use this font size and style}

- Contractor to install and commission system.

Additional Info Attached

Pictures (y/n)
Report (y/n) Yes
Quote / Est. (y/n)
Other (y/n)

Council Decision

Presented Date: March 17, 2025
Decision Date:
DECISION:

District of Barriere

REPORT TO COUNCIL

Request for Decision

Date: February 3, 2025	File: 530.20/Rpts
To: Council	From: Public Works Manager
Re: SCADA System Implementation	
Recommendation: THAT Council instructs Staff to implement a Supervisory Control and Data Acquisition (SCADA) system from Exceed Electrical Engineering for the Water and Wastewater systems utilizing COVID-19 relief funds and estimated at up to \$110,000.	

Purpose

For Council to consider providing approval to modernize the District's water and wastewater systems by implementing a Supervisory Control and Data Acquisition (SCADA) system that ensures enhanced operational efficiency, integrate all utility systems, and maintain system reliability.

Background

The District has never had a SCADA system, and its implementation will significantly enhance operational efficiency and system reliability. A new SCADA system will support real-time monitoring and control of water and wastewater utilities, improving service delivery and reducing maintenance costs. Additionally, the system will reduce the need for facility site visits and potential call-outs, reducing overtime costs, and thereby freeing up staff to focus on other critical projects. Our current electrical engineering consultant, Exceed Electrical Engineering Ltd (Exceed), has extensive knowledge of our operating systems, equipment, and installation, ensuring seamless integration and operational efficiency.

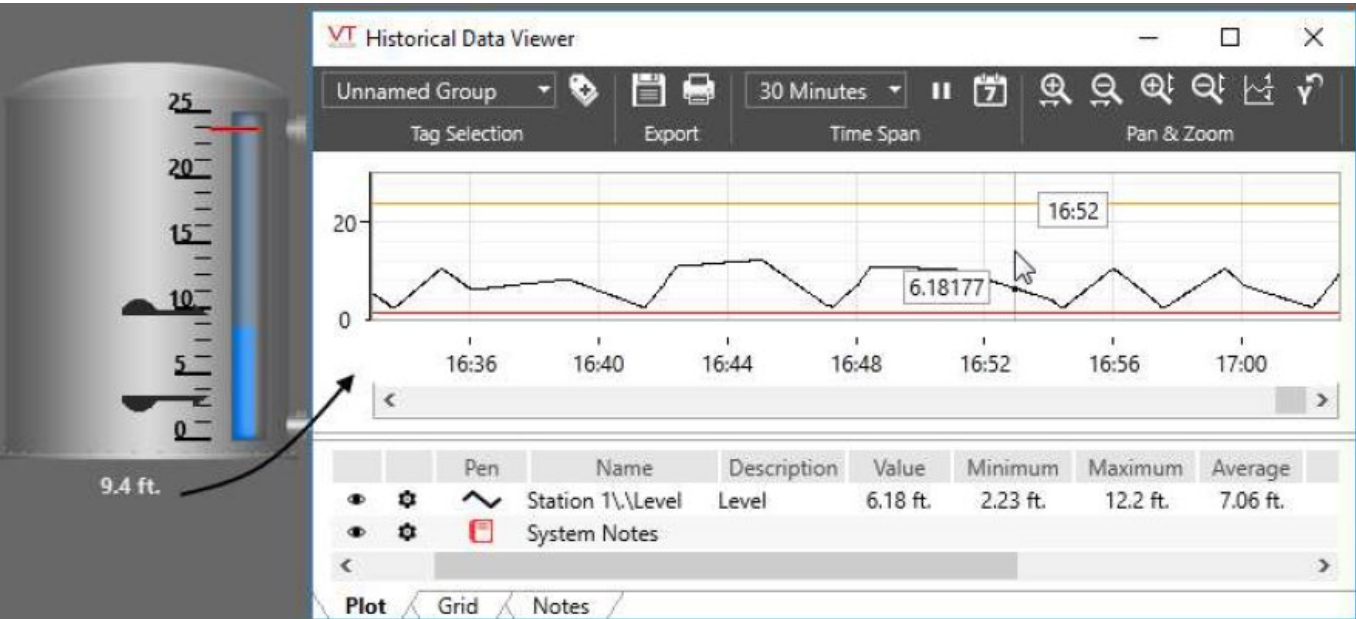
In addition, the soon to be constructed wastewater treatment plant will incorporate this type of system and should the other treatment facilities be upgraded to the same SCADA system it will ensure system wide compatibility with a centralized management interface instead of a variety of independent systems.

During the recent staffing shortage in the Water and Wastewater Department it also became apparent how critical a SCADA system would be to continue our operations by utilizing for example remote support resources during staff vacancies.

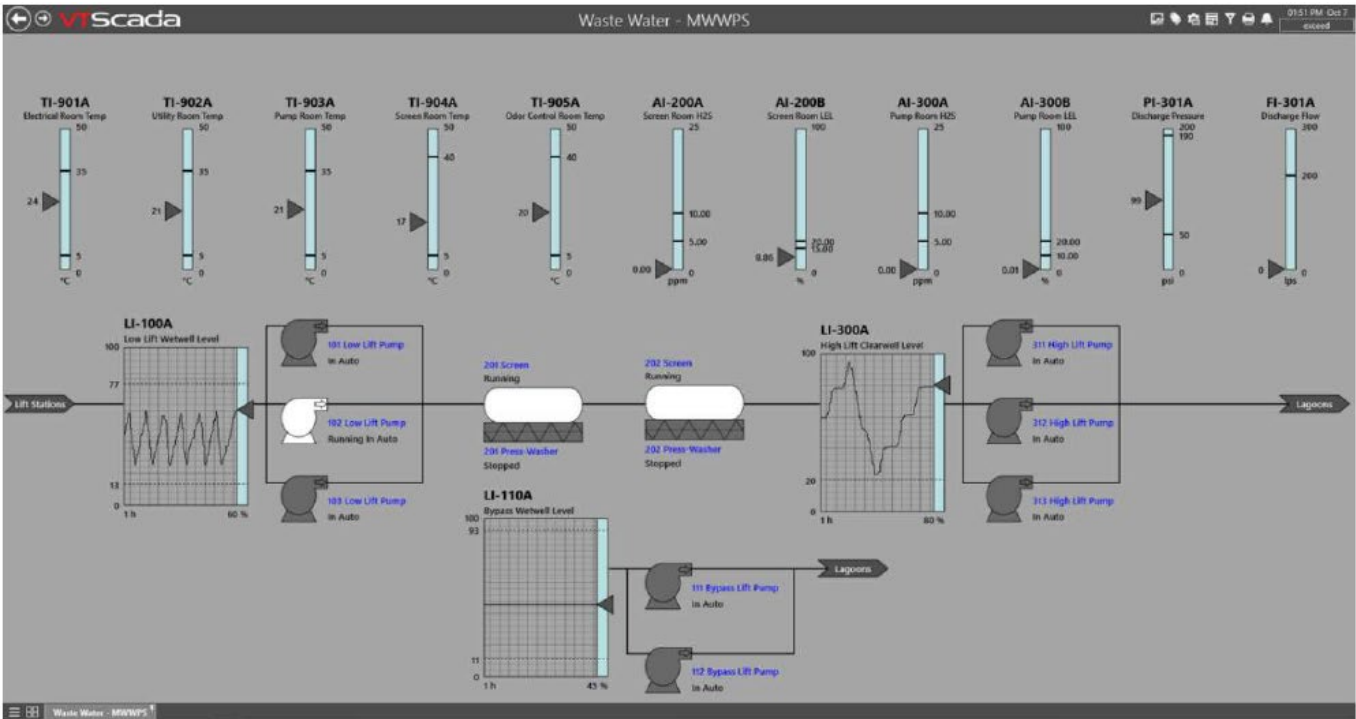
The funding for this project is available through the remaining COVID-19 relief funds, which allow for computer and other electronic technology costs. Given the technical complexity of the SCADA system and the consultant's familiarity with our current infrastructure, a sole-source procurement is recommended to maintain system compatibility, reduce implementation risks, and ensure cost-effectiveness. Total initial costs to implement including hosting and licensing are estimated at \$110,000 including taxes and disbursements.

The current procurement policies prevent Staff from sole sourcing this equipment even though all parameters are in line with standard processes & procedures, and the project is included in Council's Strategic Plan. As such, Council must approve this sole sourcing request.

Below are some screenshots of similar SCADA systems:



Above: showing a simple trending graph.



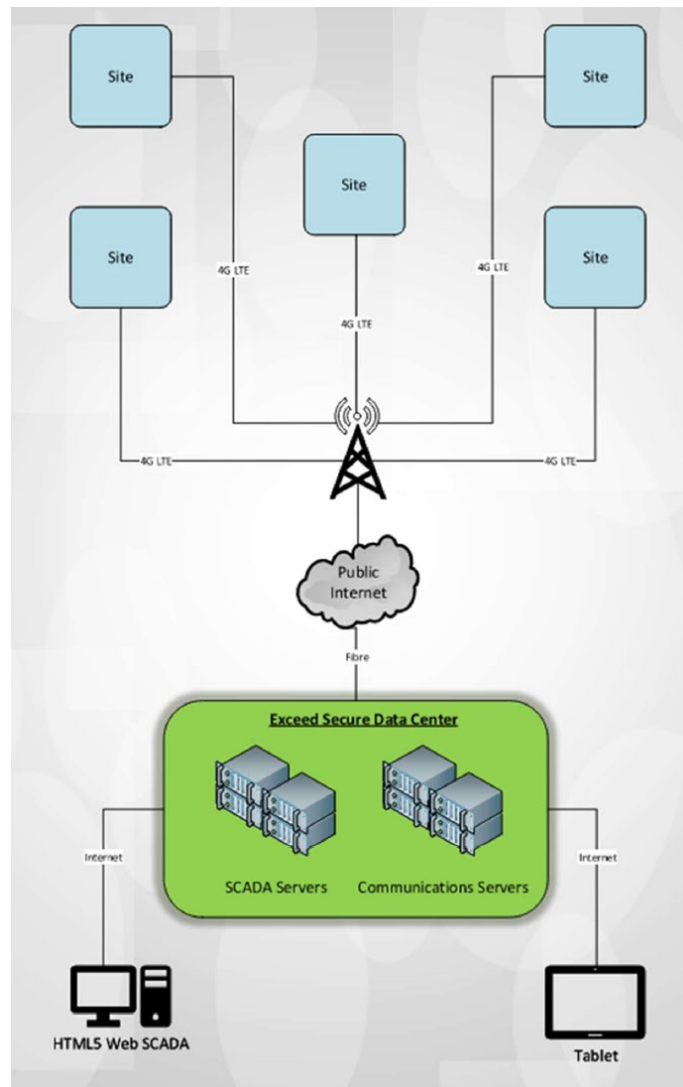
Above: showing water pump activity and water levels

To the Right: Showing a basic network communication diagram.

Benefits or Impact

General

1. **Enhanced System Performance:** A new SCADA system will provide better data accuracy, improved automation, and increased operational control.
2. **Reduction in Site Visits:** The system will allow for remote monitoring and control, reducing the need for staff to conduct on-site inspections, thus increasing efficiency.
3. **System Compatibility & Integration:** Exceed has designed and implemented previous SCADA system upgrades and is familiar with our current infrastructure, minimizing integration challenges.
4. **Efficiency & Cost Savings:** Implementing a new system with an experienced consultant reduces the need for extensive training and system overhauls, leading to lower costs and reduced downtime.
5. **Technical Expertise & Continuity:** The consultant's prior experience with our systems ensures continuity in design, troubleshooting, and long-term support, reducing operational risks. Other local governments such as Clearwater use the same proposed technology which would subsequently allow for collaboration and potential emergency support if needed.
6. **Funding Utilization:** The use of COVID-19 relief funds provides a timely opportunity to modernize and enhance our SCADA infrastructure while ensuring compliance with funding requirements.



Finances

The project is fully funded through unused COVID-19 relief funds. We're structuring the purchase so that the first three years of support fees are included. After the initial 3 years, there would be annual operational technology costs of roughly \$5,000 or \$415 per month. We anticipate that this cost would be fully recovered by a combination of reducing call-outs and efficiency gained for staff to focus on other critical tasks.

Hard costs for SCADA System supply and implementation at all sites, including up front licensing and technology costs, are approximately \$95,000 + taxes and disbursements.

Strategic Impact

The SCADA integration aligns with Priority #3, Goal 1 to complete the wastewater treatment plant project and SCADA System as per the 2025/26 Strategic Plan. Further, this also aligns with Priority #2 – Fiscally Responsible Operations in particular this project is intended to reduce operational costs to fund additional contributions to reserves.

Risk Assessment

Compliance:

The acquired system data is easily tabulated and could then be sent to the Ministry of Environment as part of our quarterly reporting thus eliminating human errors and saving time manually compiling data. The funding to be used are eligible costs under the Covid Safe Restart Grant. This project would be included in the Financial Plan Bylaw as a Capital Project.

Risk Impact: low

Internal Control Process:

Current procurement policy prohibits sole sourcing by Staff for this monetary amount. Staff is asking council to allow Exceed to supply, install and maintain the SCADA system.

Next Steps / Communication

- Finalize the procurement process and begin implementation of the systems.
-

Attachments

- N/A

Recommendation:

THAT Council instructs Staff to implement a Supervisory Control and Data Acquisition (SCADA) system from Exceed Electrical Engineering for the Water and Wastewater systems utilizing COVID-19 relief funds and estimated at up to \$110,000.

Alternative Options

1. Maintain the Current Operations Without SCADA: This would require continued manual monitoring and facility visits, increasing labor costs and operational inefficiencies. Remote support would be limited during staffing shortages.
2. Deferring the Project: This would delay necessary upgrades, potentially impacting system reliability and compliance.

Prepared by: C. Matthews, Public Works Manager

Reviewed by: D. Drexler, CAO

Debt Servicing

**DISTRICT OF BARRIERE
2025-2029 FINANCIAL PLAN
DEBT SERVICING**

			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
General	Project Name:	Principal											
Bylaw ###	Details: \$ amount, term, end date	Interest											
Sewer	Project Name:	Principal											
Bylaw ###	Details: \$ amount, term, end date	Interest											
Water	Project Name:	Principal											
Bylaw ###	Details: \$ amount, term, end date	Interest											
General	Project Name:	Principal											
Bylaw ###	Details: \$ amount, term, end date	Interest											
General	Project Name: Bush Truck	Principal	18,349	37,751	39,199	40,702	42,264	21,736					
Equip Fin	Details: \$ 200,000, 5-yr, 2030	Interest	3,626	6,200	4,752	3,249	1,687	240					
Total principal			18,349	37,751	39,199	40,702	42,264	21,736	-	-	-	-	-
Total interest			3,626	6,200	4,752	3,249	1,687	240	-	-	-	-	-
Total debt payments			21,975	43,951	43,951	43,951	43,951	21,976	-	-	-	-	-
General	Principal		18,349	37,751	39,199	40,702	42,264	21,736	-	-	-	-	-
	Interest		3,626	6,200	4,752	3,249	1,687	240	-	-	-	-	-
Water	Principal												
	Interest												
Sewer	Principal												
	Interest												
			21,975	43,951	43,951	43,951	43,951	21,976	-	-	-	-	-

Reserve Continuity

**DISTRICT OF BARRIERE
RESERVE CONTINUITY
2025
WITH PROPOSED CAPITAL FUNDING**

	Projected Balance Dec 31, 2023*	2024 Funding Transfers	2024 YE Balance after Capital Funding	Transfers Into Reserve	Interest Income	2025 Project Funding	Balance Dec 31, 2025
Municipal Hall	321,570	10,000	331,570		4,899		336,469
Land	45,745		45,745		686		46,431
Parkland	65,590		65,590		984		66,574
Highway Rescue	10,612		10,612		84	(10,000)	696
Fire	121,725	40,000	161,725		2,051	(10,000)	153,776
Wildfire Revenue	259,478		259,478		2,467	(190,000)	71,945
First Responders	192		192		3		195
Roads	176,585	30,000	206,585		1,936	(125,000)	83,521
Highway Signage	8,620		8,620		129		8,749
Environmental	192,216	(178,428)	13,788		1,433	(15,000)	221
Parks	126,452	(14,725)	111,727		1,786		113,513
Community Hall	19,892		19,892		298		20,190
Louis Creek Industrial Park	277,142	97,054	374,196		4,885		379,081
Gas Tax / Community Works	72,366	(75,195)	(61,100)	284,000	2,652		225,552
Covid Relief Fund	155,605		155,605		1,509	(110,000)	47,114
Water	336,952	100,000	436,952		3,929	(250,000)	190,881
Climate Action Program	216,476		216,476		2,347	(120,000)	98,823
Growing Communities	1,316,000		1,316,000		12,213	(1,003,565)	324,648
Wastewater	-		-		-	-	-
Total Reserves	3,723,218	8,706	3,673,653	284,000	48,943	(1,833,565)	2,168,379

NOTE: 2,190,742

* 2023 Audited Balances used to create this calculation. Subject to change.

Added double Community Works due to non-payment in 2024 from 2023 audit delay

DCC FUND CONTINUITY

Infrastructure DCC	66,314	(22,415)	45,839		995		46,834
	66,314	(22,415)	45,839	-	995	-	46,834

Operating Grants and Other Projects

DISTRICT OF BARRIERE
2025 OPERATING PROJECTS WITH PROPOSED FUNDING SOURCES

OPERATING PROJECT EXPENDITURES - 2024			FUNDING SOURCE		
			GRANTS	DEBT	SURPLUS OTHER
Description	Fund	Amount			
2024 Carry Forward Projects					
Indigenous EMCR	Grant	38,425	38,425		
FireSmart & Resiliency	Grant	93,950	93,950		
LGHI Housing Legislation Fund	Grant	113,416	113,416		
LGDAP Development Approval Process	Grant	64,507	64,507		
2022 CEPF - Leonie Lake Dam Study	Grant	55,000	55,000		
Fire Rescue Training	Grant	3,874	3,874		
Subtotal 2024 Carry Forward Projects		369,172	369,172	-	-
2025 New Projects					
Wayfinding Strategy	Grant / Surplus	50,000	25,000		25,000
Crown Land Plan	Land / Parks	12,500			12,500
Asset Management Investment Plan	Grant / Surplus	50,000	25,000		25,000
CEPF - Fire Dept Equip and Training	Grant	27,500	27,500		
Community Forest - Regreening (w BC hydro)	Grant	4,600	4,600		
		-			
		-			
Other Requests					
Finance Dept - Part Time to Full Time		25,000			
Corporate Dept - Part Time to Full Time		25,000			
Subtotal 2025 New Projects		144,600	82,100	-	62,500
TOTAL OPERATING PROJECT EXPENDITURES		513,772	451,272	-	62,500



BC ASSESSMENT

Southern Interior 2025 Property Assessments Announced

January 02, 2025

KELOWNA — The 2025 property assessments, which reflect market value as of July 1, 2024, have been announced for property owners of nearly 445,000 properties throughout the Southern Interior. The updated property values are now available at [bcassessment.ca](https://www.bcassessment.ca) in addition to 2025 Property Assessment Notices being mailed to each property owner.

"For 2025, most homeowners can expect generally flat property assessment value changes in the -5% to +5% range for many Thompson Okanagan communities while homeowners in Kootenay Columbia areas may see a higher rate of change in the 0% to +10% range," says Deputy Assessor Boris Warkentin. "For property owners throughout the Southern Interior, there may be a delay in receiving your 2025 Assessment Notices due to ongoing Canada Post backlogs, but anyone can check updated values at [bcassessment.ca](https://www.bcassessment.ca), using our online property search service."

As B.C.'s provider of property assessment information, BC Assessment collects, monitors and analyzes property data throughout the year. The newly released 2025 property assessment details can be searched and accessed any time at [bcassessment.ca](https://www.bcassessment.ca) (<http://www.bcassessment.ca/>) by using BC Assessment's **Find your property assessment** online service.

Overall, the Southern Interior's total assessments increased from about \$315 billion in 2024 to nearly \$323 billion this year. A total of about \$5.29 billion of the region's updated assessments is from new construction, subdivisions and the rezoning of properties.

BC's Southern Interior region includes the main urban centres of Kelowna, Kamloops, and Cranbrook as well as all surrounding Okanagan, Thompson, and Kootenay Columbia communities as listed below.

The summaries below provide estimates of typical 2024 versus 2025 assessed values of properties throughout the region.

These examples demonstrate market trends for **single-family residential properties** by geographic area throughout the Southern Interior.*

THOMPSON OKANAGAN COMMUNITIES:

Single Family Homes Changes by Community	2024 Typical Assessed Value as of July 1, 2023	2025 Typical Assessed Value as of July 1, 2024	% Change
City of Kelowna	\$952,000	\$938,000	-1%
City of West Kelowna	\$912,000	\$904,000	-1%
District of Lake Country	\$955,000	\$930,000	-3%
City of Penticton	\$708,000	\$693,000	-2%
District of Summerland	\$776,000	\$763,000	-2%
Village of Keremeos	\$499,000	\$500,000	0%
Town of Oliver	\$609,000	\$619,000	+2%
Town of Osoyoos	\$673,000	\$667,000	-1%
Town of Princeton	\$379,000	\$379,000	0%
District of Peachland	\$884,000	\$887,000	0%
City of Armstrong	\$670,000	\$639,000	-5%
City of Enderby	\$535,000	\$535,000	0%
City of Vernon	\$724,000	\$721,000	0%
District of Coldstream	\$921,000	\$902,000	-2%
City of Salmon Arm	\$656,000	\$661,000	+1%
Township of Spallumcheen	\$616,000	\$623,000	+1%
District of Sicamous	\$510,000	\$503,000	-1%
Village of Lumby	\$560,000	\$571,000	+2%
City of Kamloops	\$678,000	\$693,000	+2%
District of Barriere	\$396,000	\$403,000	+2%
District of Clearwater	\$400,000	\$407,000	+2%
City of Merritt	\$438,000	\$457,000	+4%
Village of Ashcroft	\$389,000	\$416,000	+7%
Village of Cache Creek	\$321,000	\$318,000	-1%
Village of Chase	\$492,000	\$490,000	0%
Village of Clinton	\$223,000	\$234,000	+5%

District of Logan Lake	\$437,000	\$450,000	+3%
District of Lillooet	\$398,000	\$394,000	-1%
Sun Peaks Mountain Resort	\$1,457,000	\$1,486,000	+2%
Village of Lytton	\$204,000	\$233,000	+14%

*All data calculated based on median values.

These examples demonstrate market trends for **single-family residential properties** by geographic area:*

KOOTENAY COLUMBIA COMMUNITIES:

Single Family Homes Changes by Community	2024 Typical Assessed Value as of July 1, 2023	2025 Typical Assessed Value as of July 1, 2024	% Change
City of Castlegar	\$490,000	\$520,000	+6%
City of Cranbrook	\$468,000	\$503,000	+7%
City of Fernie	\$847,000	\$856,000	+1%
City of Grand Forks	\$408,000	\$423,000	+4%
City of Greenwood	\$245,000	\$249,000	+1%
City of Kimberley	\$498,000	\$533,000	+7%
City of Nelson	\$669,000	\$681,000	+2%
City of Revelstoke	\$839,000	\$860,000	+3%
City of Rossland	\$616,000	\$616,000	0%
City of Trail	\$352,000	\$376,000	+7%
District of Elkford	\$350,000	\$390,000	+11%
District of Invermere	\$645,000	\$680,000	+5%
District of Sparwood	\$419,000	\$419,000	0%
Town of Creston	\$418,000	\$422,000	+1%
Town of Golden	\$590,000	\$634,000	+7%
Village of Canal Flats	\$322,000	\$326,000	+1%
Village of Fruitvale	\$445,000	\$455,000	+2%
Village of Kaslo	\$483,000	\$490,000	+1%
Village of Midway	\$329,000	\$341,000	+4%
Village of Montrose	\$446,000	\$451,000	+1%
Village of Nakusp	\$401,000	\$419,000	+4%
Village of New Denver	\$386,000	\$401,000	+4%
Village of Radium Hot Springs	\$482,000	\$488,000	+1%
Village of Salmo	\$373,000	\$379,000	+2%
Village of Silverton	\$405,000	\$429,000	+6%
Village of Slocan	\$423,000	\$409,000	-3%

Village of Warfield	\$402,000	\$408,000	+1%
---------------------	-----------	-----------	-----

*All data calculated based on median values.

These examples demonstrate market trends for **strata residential properties (e.g. condos/townhouses)** by geographic area for select Southern Interior urban communities:*

Strata Homes (Condos/Townhouses) Changes By Community	2024 Typical Assessed Value as of July 1, 2023	2025 Typical Assessed Value as of July 1, 2024	% Change
City of Kelowna	\$512,000	\$493,000	-4%
City of West Kelowna	\$523,000	\$538,000	+3%
City of Penticton	\$403,000	\$405,000	0%
City of Vernon	\$401,000	\$400,000	0%
City of Kamloops	\$398,000	\$401,000	+1%
Sun Peaks Mountain Resort	\$764,000	\$767,000	0%
City of Cranbrook	\$262,000	\$270,000	+3%
City of Nelson	\$527,000	\$562,000	+7%

*All data calculated based on median values.

BC Assessment's website at bcassessment.ca includes more details about 2025 assessments, property information and trends such as lists of 2025's top valued residential properties across the province and an interactive map.

The website also provides self-service access to a free, online property assessment search service that allows anyone to search, check and compare 2025 property assessments for anywhere in the province. Property owners can unlock additional property search features by registering for a free BC Assessment account to check a property's 10-year value history, store/access favourites, create comparisons, and monitor neighbourhood sales.

"Property owners can find valuable information on our website including answers to many assessment-related questions, but those who feel that their property assessment does not reflect market value as of July 1, 2024 or see incorrect information on their notice, should contact BC Assessment as indicated on their notice as soon as possible in January," says Warkentin.

"If a property owner is still concerned about their assessment after speaking to one of our appraisers, they may submit a Notice of Complaint (Appeal) by January 31st, for an independent review by a Property Assessment Review Panel," adds Warkentin.

The Property Assessment Review Panels, independent of BC Assessment, are appointed annually by the provincial government, and typically meet between February 1 and March 15 to hear formal complaints.

"It is important to understand that changes in property assessments do not automatically translate into a corresponding change in property taxes," explains Warkentin. "As noted on your assessment notice, how your assessment changes relative to the average change in your community is what may affect your property taxes."

Have questions?

Property owners can contact BC Assessment toll-free at 1-866-valueBC (1-866-825-8322) or online at [bcassessment.ca](http://www.bcasessment.ca) (<http://www.bcasessment.ca/>). During the month of January, hours of operation are 8:30 a.m. to 5:00 p.m., Monday to Friday.

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MEDIA BACKGROUNDER

Facts on B.C. Property Assessments

- Total number of British Columbia properties assessed in 2025 is 2,207,009, an almost one percent increase from 2024.
- Total value of British Columbia real estate in 2025 is about \$2.83 trillion, an increase of about 1.5 percent from 2024.
- Total amount of British Columbia non-market change for 2025, including new construction, rezonings and subdivisions is approximately \$38.3 billion, a decrease of over 3 percent from 2024's \$39.6 billion.
- In B.C., approximately 88.5 percent of all properties are classified with some residential (Class 1) component.
- Over 98 percent of property owners typically accept their property assessment without proceeding to a formal, independent review of their assessment.
- Assessments are the estimate of a property's market value as of July 1, 2024 and physical condition as of October 31, 2024. This common valuation date ensures there is an equitable property assessment base for

property taxation.

- Changes in property assessments reflect movement in the local real estate market and can vary greatly from property to property. When estimating a property's market value, BC Assessment's professional appraisers analyze current sales in the area, as well as considering other characteristics such as size, age, quality, condition, view and location.
- Real estate sales determine a property's value which is reported annually by BC Assessment. Local governments and other taxing authorities are responsible for property taxation and, after determining their own budget needs this spring, will calculate property tax rates based on the assessment roll for their jurisdiction.
- Our property assessments provide the foundation for local and provincial taxing authorities to raise over \$10 billion in property taxes each year. This revenue funds the many community services provided by local governments around the province as well as the K-12 education system.
- BC Assessment's website provides a listing of property assessments and sales to help property owners understand their property's market value and provide comparable sales information. Go to [bccassessment.ca](http://www.bccassessment.ca) (<http://www.bccassessment.ca/>) and try our Assessment Search tool.
- For more information on property assessments, real estate market trends, and lists of the province's top valued residential properties, please visit [bccassessment.ca](http://www.bccassessment.ca) (<http://www.bccassessment.ca/>) and click on the [Property Information & Trends \(/property-information-trends\)](#) link.