

District of Barriere
REPORT TO COUNCIL

Date: January 22, 2024	
To: Council	From: Tasha Buchanan, Acting CAO
Re: Administrative Updates	

ACTING CAO UPDATE:

Development Projects:

- Dixon Creek Development - Staff completed the servicing strategy as part of the final rezoning approval. The developer is now ready to continue with the project and the accompanying Zoning Bylaw is included in this meeting's agenda for adoption.
- The required **Public Notice of Disposition** pursuant to Section 26(3) and 94 of the *Community Charter*, SBC 2003, c 26 for the transferring fee simple titles of the two parcels of land in the LCIP to 1199553 B.C. Ltd., is scheduled for publication in the Barriere Star Journal as required by legislation. Once this process is complete, the developer can then move forward with the Development Permit process.

Other:

- The TNRD is proposing a potential GIS mapping service agreement with its member municipalities (excluding the City of Kamloops) and is asking its municipality members if there is interest in participation. So far, most jurisdictions have expressed initial interest in furthering the discussion about the service.

At present, TRUE Consulting does some of our mapping and staff are working with them to determine what gaps this new proposal would fill in our current service with TRUE and the feasibility, as well as cost difference, for TRUE to provide the same service. Our Fire Department is also reviewing the proposal.

A senior staff member of the TNRD's GIS Department will be attending the next Council meeting on February 12th, to review the proposed program and answer any questions that Council will have. The proposal, which indicates an annual fee of \$12,000, is included in this meeting's *correspondence for information* package for Council's initial review ahead of this February meeting.

PUBLIC WORKS MANAGER:

Flume/BBC Project:

- Captain Kerslake of the (Flume?/Barriere Business Centre?) Tiger Team continues his finest work on the interior construction:

- Insulation is complete. Drywalling is on-going. Exterior doors will be ready for pick up at end of month.
- Obtaining cost estimates for electrical and lighting, window installation, drywall, and drop ceiling for the unleased space at the back.
- Two additional exterior lights to be installed on the north and south side of building.

Health & Safety:

- The year's first Safety Meeting was held for all departments – topics included safe work procedures (existing and to be developed) facility PPE, safety records management, reporting requirements and the TwinRix Vaccination program for eligible employees.

Parks:

- The highly anticipated ice rink opened Monday, January 15. Staff and volunteers have been maintaining. Warming hut has been well used and the recently adjusted LED flood lights have kept skaters on the ice well after dark.
- Park trails continue to be maintained and sanded for pedestrian safety.

Roads:

- Recent snowfall was dealt with in a timely manner by our winter road maintenance contractor. No complaints by residents were received during the event.
- Awaiting a quote to upgrade the ornamental streetlights in Greentree subdivision with LED as some of the existing HPS lights are burning out. These streetlights were installed as part of the subdivision prior to DOB incorporation and are not owned by BC Hydro. Therefore, they weren't included in the BC Hydro streetlight upgrade program completed in 2021 and are the responsibility of the municipality to maintain.

Utilities:

- Annual backup generator maintenance inspections are being conducted for the fire hall, SAWRC, septage receiving, and Spruce wells.
- As of January 1st, the North Thompson snow pack was 60% of normal. The below average snow levels could impact our aquifer in the foreseeable future. Staff will be monitoring water levels closely and respond accordingly.
- Staff, in conjunction with our consultant Western Water, will be reviewing water licenses as requested by the Province. An application for a permanent water license for the Bradford wells has been submitted.

RECREATION COORDINATOR:

- The previous grant approval for free softball equipment through the Jays Care Foundation has arrived and our Girls at Bat program will start January 24th for 8 weeks. Kevin Kershaw is facilitating this free program offered to girls in grades 2-6 which focuses on four key pillars – Connection, Courage, Leadership and Love of sport.
- Family Fun Night is scheduled for Sunday, February 18th from 5:30pm – 9pm.
- Next Committee Meeting: Feb. 7, 2023 @ 9:30am.

FINANCE OFFICER:

Reminder of draft Budget Meeting Schedule:

- Monday, February 12, 2024 – *Special Budget Council Meeting @ 5:30pm* for 1st look at Draft 2024 Budget
- Monday, February 26, 2024 – *Special Budget Council Meeting @ 5:30pm* for 2nd review of Draft 2024 Budget
- Monday, March 11, 2024 – Regular Council Meeting @ 7:00pm for 3rd review (and possibly final) of Draft 2024 Budget & tax implications
- Monday, March 25, 2024 – Regular Council Meeting @ 7:00pm for 4th (and possibly final) review of Draft 2024 Budget & tax implications
- Monday, April 22, 2024 – Regular Council Meeting @ 7pm for 1st, 2nd, 3rd readings of 5-year Financial Plan & Tax Rate Bylaws
- Monday, May 13, 2024 – Regular Council Meeting @ 7:00pm for adoption of Financial Plan & Tax Rate Bylaws.

CORPORATE OFFICER:

- The District's application under the *UBCM Community Emergency Preparedness Fund* that was submitted by the Fire Department has been partially successful. An amount of \$10,000 out of the \$30,000 has been awarded. This awarded amount is to be used for National Fire Protection Association (NFPA) 1001 Training.
- The District of Clearwater will be hosting the Community-to-Community (C2C) Event on March 6th, 2024 at the Clearwater Ski Hill Lodge and will take place between 9am - 5pm. There will be lunch, snacks and beverages provided. The topics for the discussion are Regional BC Hydro, Cellular and Internet Coverage, Emergency Management/ Wildfire season, Multi-Community MOU, and Highway 5 Safety.
- Working with TNRD staff on Recycling Hauling Agreement renewal draft.
- Working on annual Recycle BC report submission.
- Updating of various WorkSafe BC safe work procedures and training ongoing.

*submitted for information

Prepared by: Tasha Buchanan, Acting CAO