

District of Barriere

# REPORT TO COUNCIL

<b>Date:</b> April 8, 2024	
<b>To:</b> Council	<b>From:</b> Tasha Buchanan, Acting CAO
<b>Re: Administrative Updates</b>	

## **ACTING CAO UPDATE:**

### **Development Projects**

- A number of development applications have been either recently submitted and are in the staff review process or are expected to be received over the coming weeks.
- Discussions are ongoing with the owner of DeeJay Mobile Home & RV Park, along with their engineering consultant on meeting the requirements needed to obtain a valid development permit and regarding their potential future housing plans for the property. Finalizing an agreement for municipal water service is the first priority. More details will be coming to Council over the next few months.
- Minor updates to the District of Barriere Zoning Bylaw No. 111 to support the Provincial SSMUH legislation requirements are being prepared. The District's Zoning Bylaw already permits secondary dwellings and ADUs in Residential Zones but some minor amendments to better support the initiative will be brought forward for consideration prior to the June 30<sup>th</sup>, 2024 deadline mandated by the Province.
- The Lower North Thompson Forest Society has made the decision to not pursue leasing space within the BBC. As tenancy is an operational function, staff will begin contacting the other parties who have expressed interest in the space for initial discussion.

### **Other**

- Attended the C2C Forum in Clearwater in which I am currently working on a lobbying plan to share with the participating communities of that forum.
- Met with the area representative for Kamloops Immigration Services. The organization has re-instated their monthly representative visits to communities in their service area. This representative provided information handouts for new residents who may require their services and will be introducing herself personally to some of the known business owners who have recently immigrated to Canada and have called Barriere home.
- Contract janitorial services are being explored for the BBC Building common spaces. Janitorial service for individually leased space are the responsibility of the tenant.
- Grant applications for the Flood Mitigation Plan and for the Development Approvals Process update have also been submitted.
- Will be meeting with TNRD Environmental Services Manager and their team next week to discuss a number of items including proposed bulk water service.

## **PUBLIC WORKS MANAGER:**

### **Parks**

- Tree pruning in park areas and around town is on-going.
- Brush has been removed along trails in Community Park.
- New picnic area has been created in Community Park along river.
- Met with a member of the local Garden Club. They are willing to purchase and plant the six wood flower boxes in Fadear, as well as put in a xeriscape plot at the Skate Park.

### **Roads**

- In-house street sweeping on-going throughout town. Commercial power sweeper should be here no later than April 25<sup>th</sup>.
- Gravel road grading was completed on Dixon Creek Rd, Birch Lane, Railway Ave, Bandshell Rd & behind Post Office.
- Dust control scheduled for April 15<sup>th</sup>.
- Barriere River bridge deck repairs and maintenance is scheduled for April 23-25.
- Some ditching and material removal was completed on Dixon Creek Rd (gravel portion)
- Shouldering and pothole repair is on-going.

### **Utilities**

- No water quality issues have been reported since DW3 was put back into service.
- Several water leaks have been repaired in the last few weeks which has led to a dramatic decrease in water loss throughout the system. Average water consumption is approximately 750m<sup>3</sup>/day. Prior to the leak repairs it was recently upwards of 1300m<sup>3</sup>/day
- Our leak detection consultant is scheduled to arrive the week of April 15<sup>th</sup>.
- The fence installation at Spruce Wells and LCIP is set for the week of April 15<sup>th</sup>.
- District was not awarded grant funding for the LCIP water system extension. However, we have a previously awarded funding stream that may be available to complete this work. Staff are aiming to provide further details and options at the next Council Meeting.

### **BBC**

- Interior painting completed.
- Drop ceiling has been completed.
- Flooring is in progress.
- Parking lot paving will be completed by BA Dawson and is scheduled for week of April 15<sup>th</sup>.
- The majority of lights, switches, and receptacles have been installed.

## **RECREATION COORDINATOR:**

- The Easter basket contest during the Lions Easter Hunt was a success with many kids showcasing their decorated baskets. 3 lucky kids went home with a fancy dragon kite.
- The Bandshell projector and screen as well as the majority of the sound equipment have arrived. Once the two speakers arrive, the equipment will be tested, and Staff are awaiting quotes for the installation of the screen to be mounted.
- Planning for the Volunteer Recognition event that is scheduled for Thursday, April 25<sup>th</sup> has commenced. Highschool kids have the chance to participate from 2-3pm and the public can attend from 3-6pm. This year, organizations are encouraged to nominate a volunteer member who will then be recognized at the 5pm ceremony. A free BBQ will also be provided.

- The 2024 Community Block Party has officially been advertised and scheduled for Saturday June 22<sup>nd</sup>. There will be 3 live bands who will likely be the first to utilize our new sound equipment and the liquor license for the Beer Gardens have been submitted. Additionally, there will be a Kidz Zone, Food Trucks, a Show n Shine and an Outdoor Market with local vendors.

### **FINANCE OFFICER:**

- Tax Rate and Financial Plan Bylaws will be presented for their first three readings at the next Council Meeting.
- The annual audit is underway.

### **CORPORATE OFFICER:**

- Inserts for garbage/recycling collection information as well as fee changes and water restriction information are being prepared for the upcoming utility billing and for the tax notice mailout. Some information will be sent with the utility billing and others, with the tax notices later next month.
- Initial planning is underway for the BBC Grand Opening. The Rec Committee is scheduled to discuss the event within their next agenda and the plan will be to coordinate involvement with the tenants of the new space. Detailed plans will be provided to Council over the coming weeks.
- A basket for SILGA is being created for the upcoming Convention in Kamloops.
- Volunteered at the Barriere Easter Egg Hunt last Sunday.

\*submitted for information

Prepared by: Tasha Buchanan, Acting CAO