

District of Barriere  
**REPORT TO COUNCIL**

<b>Date:</b> July 15, 2024	
<b>To:</b> Council	<b>From:</b> Department Heads
<b>Re: Departmental Updates</b>	

**CHIEF ADMINISTRATIVE OFFICER:**

Financial Services:

- Continued to review financial budgets, tax payments, etc.
- Taxes:
  - Billed for roughly \$2,362,000 for Property Taxes (PT) across all classes in 2024, consists of:

Taxing Authority	Amount (rounded to nearest \$1000)	Percentage of overall Tax Levy	Example of \$500K assessed property
TNRD	\$ 329,000	14%	\$ 354
Police	\$ 121,000	5%	\$ 131
Hospital	\$ 136,000	6%	\$ 147
Schools	\$ 700,000	30%	\$ 731
BC Assessment	\$ 17,000	1%	\$ 17
MFA	\$ 90	0%	\$ 0.15
<b>Sub-Total*</b>	<b>\$ 1,303,090</b>	<b>55%</b>	<b>\$ 1,380</b>
District of Barriere	\$ 1,063,000	45%	**\$ 1,153
Admin Fees (estimate)	➤ \$ 4,090		
<b>Total</b>	<b>\$ 2,362,000</b>	<b>100%</b>	<b>\$ 2,533</b>
			HOG - \$ 770
			<b>After HOG Total \$ 1,764</b>

**\*Sub-Total amount of \$ 1,303,090:** The District has to pay this amount by mid-August to the various taxing authorities, regardless of if all the property taxes are collected or not.

So, any unpaid tax amounts or unclaimed Home Owner Grants (HOG), directly affect the District's finances and cash flow.

\*\*Note: As a comparison, Starlink Internet for the year is \$1880 (incl. taxes), while Mascon 60 internet is \$1250 (incl. taxes)

## Unpaid Tax amounts:

	Amount
Total Tax Levy	\$ 2,362,000
Total District PT	\$ 1,063,000
2024 Unpaid PT	\$ 266,000
Percentage of unpaid taxes to Total	11%
<b>Percentage of unpaid taxes to DoB Total</b>	<b>25%</b>
2023 Arrears from PT	\$ 117,566
2022 Delinquent from PT (includes also additional years)	\$ 58,409
<b>Total Outstanding PT</b>	<b>~ \$442,000</b>

- Re-posting of the CFO position
- The interim CFO is working with auditors to finalize audited financial statements now that tax season is behind us. These financial statements will be essential for the Community Works Fund agreement with UBCM to receive grant funding going forward. Once, complete, we will focus our efforts on budgets, reserves, and planning for 2025.
- Utility bills have been sent out, there was a slight delay due to incorrect meter data.

## Emergency Preparedness:

- Attended virtual workshop with other regional CAO's and TNRD staff on the roles and responsibilities for the District vs TNRD during an emergency.

## FireSmart Coordinator:

- Finalized the 1-year term agreement for the FireSmart coordinator

## Wastewater Project:

- Reached out to Simpcw Natural Resource Manager twice to begin discussions on Simpcw involvement regarding archeological review for the Wastewater project. So far, no reply.

## Technology:

- Supported Water department and interim CFO with troubleshooting meter reading software and import/export functions between the water meter reading software and our financial software package.
- Reviewing current technology practices and configurations
- Planning to meet with IT contractor over the coming months to determine 5-year plus capital plan and roadmap for technology needs.

## Organization:

- Toured Reservoirs and Wastewater sites with the Public Works Manager and key department staff to better understand our critical infrastructure.
- Connected with the Planning and Approving Officer contractor to discuss current and upcoming projects.
- Continuing to review policies, procedures, and bylaws.

## **PUBLIC WORKS MANAGER:**

### **Parks**

- Parks irrigation remains set at two watering days per week to conserve water.
- Our part-time summer student started July 2<sup>nd</sup> and is fitting in nicely.
- At least two, apparently unhoused, people are sleeping in Fadear/KP Park overnight. Staff continue to monitor and will be reviewing/revising the District's Parks bylaw if necessary.

### **Roads**

- Potholes were repaired in-house on Dunn Lake Road, Power Road and Lilley Road.
- Grading was completed on Railway Ave, Birch Lane, Bandshell Road, and behind the Post Office.
- Dunn Lake Road overlay repairs are scheduled for week of July 29<sup>th</sup>.
- MOTI have agreed to repair two large cracks observed after completion of the paving project for Simpcw on Dunn Lake Road
- Staff are preparing to pave some corner shoulders.

### **Utilities**

- Water consumption is hovering around 2500 m<sup>3</sup>/day. Bradford PW1 started operating as demand has increased. We still have capacity and well levels have remained steady.
- Recent trip to Leonie Lake Dam showed the lake is still full, but water levels are dropping. Outfall valve is basically closed.
- Started community water patrol July 11<sup>th</sup> with four watering infractions noted. Staff will follow up with the homeowners.
- Staff successfully repaired another water service leak at 4376 Barriere Town Road.
- It appears a substantial water leak at the Monte Carlo Motel has been rectified thereby eliminating wastage during the recent heat wave.

## **RECREATION COORDINATOR:**

- Attended a July 10<sup>th</sup> Rec Committee Meeting. Next Rec Meeting is scheduled for August 21, 2024 @ 9:30am. Ms. Buchanan will act as the Committee's staff liaison and meeting coordinator while I am on leave.
- Canada Day event on July 1<sup>st</sup> was very well attended with an estimate 200+ attendees.
- The next Music in the Park is this Friday, July 19<sup>th</sup> from 7pm-9pm.
- The next Movie in the Park is on Friday, July 26<sup>th</sup> at 8:30pm – "Indiana Jones"

## **CORPORATE OFFICER:**

- Presented outgoing Deputy Fire Chief, Derek Ive, with the Office of the Secretary General's 20 year Exemplary Fire Service Medal.
- Completed a number of annual Recycle BC reporting requirements.
- Attended a July 10<sup>th</sup> Rec Committee Meeting

