

NOTICE: That a Regular Meeting of the District of Barriere Municipal Council will be held at District Hall, 4936 Barriere Town Road, in Barriere, B.C. on September 23, 2024 at 7pm for the transaction of business listed below.

Daniel Drexler, Chief Administrative Officer

AGENDA

“We acknowledge and respect the indigenous peoples of Simpcw First Nation within whose lands we are meeting today.”

1. ADOPTION OF AGENDA

That Council approve the September 23, 2024, Regular Council Meeting Agenda.

2. ADOPTION OF MINUTES

a. That Council adopt the minutes of the September 9, 2024, Regular Council Meeting.

3. PETITIONS AND DELEGATIONS – none scheduled.

4. BYLAWS and POLICIES

a. DRAFT Permissive Tax Exemption Bylaw No. 222, Amendment Bylaw No. 246 – 1st, 2nd & 3rd readings.
**w/staff report*

5. STAFF REPORTS

a. Department Updates – CAO
**submitted for information*

6. PROCLAMATIONS – none scheduled

7. CORRESPONDENCE

a. For Information
b. For Action

8. COUNCIL REPORTS

9. ACTING MAYOR’S REPORT

10. PUBLIC INQUIRIES

11. NOTICE OF MOTION

12. CONVENE INTO CLOSED SESSION *(if required)*

Pursuant to Sections 90 of the Community Charter, that the public interest requires that persons other than Council Members and required staff be excluded from the meeting and that Council continues the meeting in closed session to discuss confidential matters.

13. RECONVENE OPEN MEETING *(if required)*

14. BUSINESS ARISING FROM CLOSED SESSION *(if required)*

15. NEXT MEETING

- a. Regular Council Meeting, Monday, October 7, 2024 @ 7pm

16. ADJOURNMENT

**DISTRICT OF BARRIERE
MINUTES OF A REGULAR COUNCIL MEETING**

Held on Monday, September 9, 2024 at 7:00pm in the Council Chambers at Municipal Hall
4936 Barriere Town Road, Barriere, B.C.

*“We acknowledge and respect the indigenous peoples of Simpcw First Nation
within whose traditional lands we are meeting today.”*

Present: Acting Mayor Rob Kerlake
 Councillor Judy Armstrong
 Councillor Scott Kershaw
 Councillor Donna Kibble
 Councillor Louise Lodge
 Councillor Colin McInnis

Regrets: Mayor Ward Stamer (*on approved leave*)

Staff: Daniel Drexler, Chief Administrative Officer
 Tasha Buchanan, Corporate Officer
 David Alderdice, Chief Financial Officer
 Chris Matthews, Public Works Manager
 Alexis Hovenkamp, Deputy Fire Chief

Acting Mayor Kerlake called the meeting to order at 7pm

1. ADOPTION OF AGENDA

Moved by Councillor Lodge
Seconded by Councillor McInnis
That Council approve the September 9, 2024, Regular Council Meeting Agenda.

CARRIED

2. ADOPTION OF MINUTES

a. Moved by Councillor Lodge
Seconded by Councillor Kibble
That Council adopt the minutes of the August 12, 2024, Regular Council Meeting.

CARRIED

3. PETITIONS AND DELEGATIONS – none scheduled.

4. BYLAWS and POLICIES – none scheduled.

5. STAFF REPORTS

a. Department Updates – CAO

An overview of the written report was provided to Council.

Moved by Councillor Lodge

Seconded by Councillor Kibble

THAT Council supports the TNRD's request to install EV chargers at the Library facility.

CARRIED

- b. Proposed Abandoned Property & Shelter Policy – D. Drexler, CAO

It was suggested that staff include local places of worship and other non-profit groups as possible liaisons in assisting un-housed individuals in need of services.

Moved by Councillor McInnis

Seconded by Councillor Armstrong

THAT Council adopts Abandoned Property & Shelter Policy No. 51BE as presented.

CARRIED

- c. Proposed Bylaw Enforcement Policy – D. Drexler, CAO

Moved by Councillor Lodge

Seconded by Councillor Armstrong

THAT Council adopts Bylaw Enforcement Policy No. 52BE as presented.

CARRIED

- d. Proposed Investment of District Funds Policy No. 53FI – D. Drexler, CAO

Moved by Councillor Lodge

Seconded by Councillor Kershaw

THAT Council adopts the Investment of District Funds Policy No. 53FI as presented.

CARRIED

- e. Rural Economic Diversification and Infrastructure Program (REDIP) Grant Application – D. Drexler, CAO

It was reported that 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.

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.

If awarded this REDIP funding, it 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.

Moved by Councillor McInnis

Seconded by Councillor Lodge

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.

CARRIED

- f. Truck Donations and Transfers re: Sales Tax – T. Buchanan, Corporate Officer

An overview of the written report was provided.

Moved by Councillor Lodge

Seconded by Councillor Armstrong

THAT Council instructs Staff to reimburse the tax expenses that Mayor Stamer occurred as part of the vehicle transfer in the amount of \$911.88; and THAT Council authorizes the tax expense payment of up to \$1,089.36 for the donation of a 2005 Toyota Tacoma Pick-up Truck to the District of Barriere.

CARRIED

6. PROCLAMATIONS

- a. CN Rail Safety Week – September 23 – 29, 2024

Moved by Councillor McInnis

Seconded by Councillor Lodge

That Council support national *Rail Safety Week* to be held from September 23 to 29, 2024 in the District of Barriere.

CARRIED

7. CORRESPONDENCE

- a. For Information
- b. For Action
 - i. YCS – Literacy Week re: Raise-a-Reader Fundraiser – \$500 Donation Request

It was noted that the documentation requirements for this application have been met.

**Moved by Councillor Kibble
Seconded by Councillor Lodge
That Council approve a \$500 grant request to YCS' Literacy Week – Raise-a-Reader fundraiser.**

CARRIED

8. COUNCIL REPORTS

- a. Councillor Armstrong provided a verbal report on the following:
 - Attended Fall Fair Ambassador's Event – spoke on behalf of Council in Mayor Stamer's regretted absence.
 - Attended Spaghetti Fundraiser at the Legion for Micheal Loring.
 - Apologized that she was unable to include a Council float in this year's Fall Fair due to a family emergency.
 - Attended various Fadear Park summer recreation events.
- b. Councillor Kershaw provided a verbal report on the following:
 - Attended various Fadear Park summer recreation events.
 - Drove the Barriere Rec Committee float in the NTFRA parade.
 - Father, Bill Kershaw, has been awarded the King's Jubilee Medal.
- c. Councillor Kibble provided a verbal report on the following:
 - Attended this year's Fall Fair & Rodeo, including participating in the Museum's information booth in the Agri-Plex.
 - Museum is looking for any sort of signage possible along the highway.
- d. Councillor Lodge provided a verbal report on the following:
 - Participated as a Rec Committee Judge for the Barriere Blooms contest.
 - Attended various Fadear Park summer recreation events, including Tanner Dawson's concert.
 - Volunteered at the Fall Fair.
 - The Barriere Rec Committee float was awarded 2nd place in Saturday's parade.
 - Simpcw has been invited on a field trip to the Taseko's mine and inquired if the District's Council would be offered the same opportunity. Staff will inquire.
 - October 6th – Amazing Race.

- e. Councillor McInnis provided a verbal report on the following:
- Suggested Council discussion at a future Meeting around reduced speed limits on Barriere's side streets.

9. ACTING MAYOR'S REPORT

Acting Mayor Kerslake provided a verbal report on the following:

- Participated in two days of TNRD Board Meetings as Acting Director, including a Regional Hospital Board Meeting. Barriere & Area X-ray equipment is expected to arrive at the end of the year and be operational in January. The Kamloops Cancer Centre is expected to start construction in the summer of 2025.
- Volunteered at the Fall Fair for the parade and the Beer Garden.
- Attended the Tanner Dawson concert in the park.

10. PUBLIC INQUIRIES

- a. Ronja Baggio – volunteered to paint a sign for the museum if plywood & supplies were provided.
- b. Ward Stamer – Thanked Mr. Drexler on the report provided for CN Rail Meeting
- c. Ward Stamer – Inquired as to the status of a decision on community wide recycling tote replacements and it was answered that it was previously decided to have that discussion during the 2025 Budget deliberations.
- d. Ward Stamer – Inquired as to why the Fire Department was called out on a Medical Assist call. The Deputy Fire Chief answered that BC Ambulance needed assistance that evening due to a personal staff issue and that this type of call-out is very rare.

11. **NOTICE OF MOTION** – *none presented.*

12. NEXT MEETING

- a. Regular Council Meeting, Monday, September 23, 2024 @ 7pm

13. ADJOURNMENT

Moved by Councillor McInnis that the meeting adjourn at 8:46p.m.

CARRIED

Acting Mayor Rob Kerslake

Tasha Buchanan, Corporate Officer

District of Barriere
REPORT TO COUNCIL
Request for Decision

Date: September 23, 2024	File: 530.20/Rpts
To: Council	From: T. Buchanan, Corporate Officer
Re: 2023 – 2026 Permissive Tax Exemption Bylaw	

Background: The District of Barriere recently received notice from the BC Assessment Authority that all municipally owned buildings that are not occupied by the municipality, are not automatically exempt from property tax collection:

“Land and improvements owned by a municipality are exempt from taxation under the relevant tax statute such as the Community Charter, the Taxation (Rural Area) Act or the Vancouver Charter. If such exempt property is occupied on behalf of the exempt owner (e.g. a caretaker of a provincial park), the property will remain exempt. However, if the exempt property is occupied, but not on behalf of the exempt owner, the property is assessable in that person's name. If there is no separate exemption for the occupier, then the land is also taxable in the occupier's name.

The assessment is based on the full market value of the property as if it were privately owned, not just on the value of the lease (or other tenure document) that allows the property to be occupied.”

Attached to this report is additional information regarding [BC Assessment's Occupiers Policy](#).

Specifically, this results in both the **Barriere & Area Chamber of Commerce (BCOC)** and **Barriere Search & Rescue Association (BSAR)**, needing to be added to the *District's Permissive Tax Exemption Bylaw No. 222* by October 31st of this year in order to receive a tax exemption for the years 2025 and 2026 which are the remaining years applicable in Bylaw No. 222 (*attached*).

It is provided by Section 224 of the *Community Charter* that on or before the 31st day of October in any year, Council may, by bylaw, exempt from taxation for up to ten years. District of Barriere Bylaw No. 222, currently in force, is applicable for the years of 2023, 2024, 2025 and 2026. Each year, all permissive tax exempted societies/organizations/ places of worship and their exempted annual amounts, are publicly published in the District's Annual Report.

Staff notified both the BCOC and BASR that property taxes would be applicable starting in 2025 unless they applied and were successful in obtaining a Permissive Tax Exemption from the District of Barriere.

In response, applications from both the BCOC and BASR for a permissive tax exemption have been received by staff and the District has placed the legislated public notice in the local paper for two consecutive weeks as required by Section 94 of the *Community Charter*. The associated draft Bylaw has been prepared and is on tonight's agenda for consideration by Council.

Discussion:

Barriere & Area Chamber of Commerce -

The BCOC recently relocated to the municipally owned, "Barriere Business Centre (BBC)" located at Unit #1 - 4609 Barriere Town Rd. Prior to this, they occupied what we now refer to as the "Old Chamber Building" which has now been acquired by the District of Barriere. In previous years, the BCOC has opted to pay property tax on this property. However, due to the low value of the building, the resulting figure was deemed manageable by the organization. Now that the organization has relocated to the BBC and is occupying 23.12% of the 8,953sq ft of the building (2,070 sq ft) which has an estimated value of \$2,000,000, the taxable value of their occupied space would roughly equal \$462,400.00. As this figure is significantly higher than their previous assessments, the BCOC has chosen to submit an application for a permissive tax exemption for the years 2025 & 2026. Due to the Economic impact of local Chamber of Commerce organizations, many municipal Council's choose to approve the permissive tax exemption.

As the 2025 assessed values have not yet been determined by BC Assessment, determining a tax exemption amount can only be estimated. Staff estimate this value (including all taxing authorities i.e. municipal, regional, police, hospital, etc.) to be: \$2,625.60.

Barriere Search & Rescue Association -

The Barriere Search & Rescue Association is a non-profit organization within our District that provides essential first response service to Barriere and the North Thompson Valley. The building that they currently occupy was funded and built by BSAR with the District of Barriere providing the use of its land for its location. Under the current agreement, should the BSAR ever choose to vacate the building and/or choose to sell the structure, the District of Barriere is to be granted first right of refusal as the building is located on municipal land. BSAR has not been issued a property tax notice to date; an oversight that BC Assessment is choosing to remedy starting in the next taxation year (2025), unless they apply, and are granted, a permissive tax exemption by the District of Barriere.

Once again, the 2025 assessed values have not been determined for this building (historical or for 2025). Therefore an estimated tax value for this exemption is: \$1,659.86.

Term -

These particular exemptions will only apply to the 2025 and 2026 calendar years as all organizations that receive a permissive tax exemption are required to reapply in 2026 to be considered for the 2027-2031 Bylaw.

Recommendation: THAT Council proceed with the consideration of Permissive Tax Exemption Bylaw No. 222, Amendment Bylaw No. 246.

Prepared by: T. Buchanan, Corporate Officer
Reviewed by: Daniel Drexler, CAO

DISTRICT OF BARRIERE

DRAFT - BYLAW NO. 246

**A BYLAW TO AMEND DISTRICT OF BARRIERE COMMUNITY USE PROPERTY TAX
EXEMPTION BYLAW NO. 222**

WHEREAS it is provided by Section 224 of the *Community Charter* that on or before the 31st day of October in any year, Council may, by bylaw, exempt from taxation for up to ten years, land and improvements, or both, and the exemption may apply to the whole or a part of the taxable assessed value of land or improvements, or both.

NOW THEREFORE, the Council of the District of Barriere in open meeting assembled, hereby enacts as follows:

1. This Bylaw may be cited as "*District of Barriere Community Use Property Tax Exemption Bylaw No. 222, Amendment Bylaw No. 246.*"
2. *Community Use Property Tax Exemption Bylaw No. 222* is hereby amended by adding the following corporations to Section 1 of Bylaw No. 222 which shall be exempt from taxation for the years 2025 and 2026:
 - (i) Barriere and Area Chamber of Commerce
Lot 1, Plan KAP52101, District Lot 1445 – PID #018-718-990
Unit #1 – 4609 Barriere Town Road
Roll Number: 1390510
 - (ii) Barriere Search & Rescue Association
Lot 1, Plan KAP52101, District Lot 1445 – PID #018-718-990
4601 Barriere Town Road
Roll Number: 1390510

READ A FIRST TIME this day of **September, 2024**

READ A SECOND TIME this day of **September, 2024**

READ A THIRD TIME this day of **September, 2024**

ADOPTED this day of day of October, 2024

Acting Mayor Rob Kerslake

Tasha Buchanan, Corporate Officer

Certified Copy
Tasha Buchanan, Corporate Officer

DISTRICT OF BARRIERE

BYLAW NO. 222

A BYLAW TO EXEMPT FROM TAXATION FOR THE YEAR 2023-2026 CERTAIN LANDS AND IMPROVEMENTS IN THE DISTRICT OF BARRIERE

WHEREAS it is provided by Section 224 of the Community Charter that on or before the 31st day of October in any year, Council may, by bylaw, exempt from taxation for up to ten years, land and improvements, or both, and the exemption may apply to the whole or a part of the taxable assessed value of land or improvements, or both.

NOW THEREFORE, the Council of the District of Barriere hereby enacts that the following shall be exempt from taxation for 2023-2026:

1. Pursuant to Section 224 (2)(a) of the Community Charter, all land and improvements that are owned or held by a charitable, philanthropic, or other not-for-profit corporation, and the Council considers are used for a purpose that is directly related to the purposes of the corporation, as follows:
 - (a) Barriere and District Heritage Society
Lot B, District Lot 1325, Plan 36416
343 Lilley Road
Roll Number: 1245.667
 - (b) Barriere and District Seniors Society
Lot 37, District Lot 1634, Plan 1746
4431 Barriere Town Road
Roll Number: 1245.408
 - (c) Provincial Rental Housing Corp.
Yellowhead Residence
Lot A, District Lot 1445, Plan 28157
4557 Barriere Town Road
Roll Number: 1390.370
 - (d) North Thompson Fall Fair Association
Lot A, District Lot 1482, Plan 20165
677 Barriere Lakes Road
Roll Number: 1465.058

Lot 3, District Lot 1482, Plan 20565
Dunn Lake Road
Roll Number: 1465.080

- (e) Barriere Curling Club
 Lot A, District Lot 1482, Plan 29896
 4856 Dunn Lake Road
 Roll Number: 1465.200

- (f) Interior Community Services
 Parcel A, District Lot 1634, Plan 1746
 485 Carlstrom Road
 Roll Number: 1245.420

- (g) Barriere and District Food Bank
 Lot 2, District Lot 1483, Plan 29023
 4748 Gilbert Drive
 Roll Number 1470.362

- (h) North Thompson Legion #242
 Lot 4, District Lot 1354, Plan 3295
 4673 Shaver Road
 Roll Number 1270.085

- (i) Lower North Thompson Community Forest Society
 Lot 1, District Lot 1483, Plan 68661
 4737 Gilbert Drive
 Roll Number 1470.007

2. This Bylaw may be cited as “*District of Barriere Exemption Bylaw No. 222 2023-2026 Community Use Property Tax*”.

READ A FIRST TIME this 3rd day of **October, 2022**

READ A SECOND TIME this 3rd day of **October, 2022**

READ A THIRD TIME this 3rd day of **October, 2022**

ADOPTED this 17th day of October, 2022

Original Signed by,

 Mayor Ward Stamer

Original signed by,

 Tasha Buchanan, Corporate Officer

This policy is made available to the public for informational purposes only. The policy is not binding on BC Assessment. It does not constitute legal advice. If there is a conflict between this policy and the relevant legislation (or case law), the legislation (or case law) prevails.



BC ASSESSMENT

Occupiers Policy

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This policy is made available to the public for informational purposes only. The policy is not binding on BC Assessment. It does not constitute legal advice. If there is a conflict between this policy and the relevant legislation (or case law), the legislation (or case law) prevails.

Purpose

This Assessment Policy ensures that BC Assessment (BCA) consistently and correctly assesses property owned by an exempt entity (e.g., Crown or municipality) that is occupied by one or more third parties.

Occupiers Importance

An occupier is defined under the [Assessment Act, sec. 1\(1\)](#). This policy specifically addresses occupiers of land assessed under the *Assessment Act*, sec. 26-28, namely those occupying Crown, municipal, or otherwise exempt land. It is important that BCA adhere to this policy to ensure:

A person is an occupier of exempt property under the *Assessment Act*, sec. 1 if the person:

- is entitled to maintain an action for trespass if a trespass occurs;
- is in possession of Crown, municipal or otherwise exempt land under some form of tenure or other record, see [Appendix 1: Forms of Tenure or Prescribed Documents](#)
- in respect of land ordinarily covered by non-tidal water or occasionally covered by tidal water, is entitled, under a license or lease, to possess or occupy land, water covering the land or the surface of the water covering the land (whether they actually possess it or not); or if the tenure is not a license or lease, if they actually do possess the water lot; or
- simply occupies the Crown, municipal or otherwise exempt land, water covering land or the surface of the water covering the land (i.e., squatters).



Policy Statements

1. Properties owned by the Crown, a municipality, or other exempt entity but held or occupied by one or more third parties must be assessed as per [Occupier Assessability Requirements](#).
2. Where an occupier is assessed for a property (or portion of a property) and the fee simple owner has imposed a restriction on use, the potential value impact of the restriction must be considered in valuing the occupied portion.
3. Where exempt property becomes or ceases to be occupied part way through the tax year, the change must be reflected as per [Change in Occupation Status Requirements](#).



Occupiers Requirements

Occupier Assessability Requirements

1. Where a property is owned by the Crown, a municipality, or other exempt entity, but held or occupied by one or more third parties (not by or on behalf of the exempt owner), the occupied portion of the property must be assessed in the name of the occupier, unless:
 - the interest is otherwise exempted from assessment by section 2 of the *Exempt Interests Regulation*; or
 - the property is owned by a municipality and was exempted from tax by the municipality under the terms of a lease agreement entered into before July 1, 1957.

Notes:

The area occupied is assessable even if it does not have its own registered title (e.g., it is only identified as a sub-lot).

This also applies to exempt property held in trust for a First Nations tribe or band and occupied by a person who is not a member of the First Nation.

2. Occupiers of foreshore land and improvements (i.e., docks and wharves) must be assessed on a separate property record in the name of the occupier and the fee simple owner (typically the Crown) as per *Assessment Act*, sec. 26.
3. Where there is more than one occupier and one of them is the paramount occupier, the occupied portion of the property must be assessed to the paramount occupier.
4. Where there is more than one occupier but there is no paramount occupier, the occupied portion of the property must be assessed jointly in the names of all occupiers.
5. Where the occupier is an exempt entity, the property must be assessed to the occupier but treated as exempt. Refer to applicable Assessment Policy based on occupier's exempt status.
6. Where the improvements occupied are government-owned property located in a park or recreation area (e.g., cabins within a provincial park), the land and improvements occupied should be assessed to the occupier, but the improvements are exempt from taxation.
7. University land that is occupied by third party occupiers under a service agreement is taxable under the *Assessment Act*, sec. 27 and the exemption under the *University Act*, sec. 54 does not apply.
8. Where the area held or occupied by a third party is *de minimis*, the occupier must not be assessed.

Occupier General Requirements

1. Where an occupier is assessed for a property (or portion of a property) and the fee simple owner has imposed a restriction on use, the potential value impact of the restriction must be considered in valuing the occupied portion.



Note: The term (duration) of a lease is not a restriction on use.

2. Where a lease expires and a property is reverted to the Crown, municipality or other exempt entity and there are stipulations as to the condition of the property (e.g., reclamation for gravel pits), an occupier may still be occupying the property after the lease and must be assessed.

Note: Unless BC Assessment is advised that occupation is continuing past the expiration of the lease, the occupier should be removed. The Assessor may continue to assess the property in the name of the occupier, if the Assessor determines the property remains occupied.

Change in Occupation Status Requirements

Following the *Assessment Act*, sec. 26:

1. Where Crown land located within a municipality, including the City of Vancouver, becomes or ceases to be occupied part way through the tax year, a supplementary assessment must be issued to reflect the period when the Crown land began or ceased to be taxably occupied.

Note: For this provision to apply, the Crown must continue to be the owner of the property. This provision does not apply to other exempt properties under Section 27 or 28 of the *Assessment Act*

2. Where Crown land located in a rural area becomes or ceases to be occupied part way through the tax year, the change must be reflected on the next roll.
3. Where land owned by a municipality or other exempt entity becomes or ceases to be occupied part way through the tax year, the change must be reflected on the next roll.



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Resources

Definitions

- Refer to the [BC Assessment Glossary page](#) for term definitions.

Related Policies

- [Leases, Permits, and Other Tenures Policy](#)

References

- [Exempt Interests Regulation, B.C. Reg. 302/90](#)
- [Local Government Act, R.S.B.C. 1996, c. 323](#)
- [Taxation \(Rural Area\) Act, R.S.B.C. 1996, c. 448](#)



Appendices

Appendix 1: Forms of Tenure or Prescribed Documents

Most of us think of leases and licenses when considering occupation. These are the most typical indicators of occupation. Although one may simply "occupy" land with no documentation, BC Assessment is often unaware of this and there are very few occurrences of this situation.

Below is a list of possible prescribed documents that may assist in determining occupation (i.e., "Legal right to possess"):

- For Section 26 (Crown): homestead entry, pre-emption record, lease, licence, agreement for sale, accepted application to purchase, easement or other record from the Crown;
- For Section 27 (Municipality): lease, license, agreement for sale, accepted application to purchase, easement, or other record from the person exempted from taxation;
- For Section 28 (Other Exempt Entity): lease, license, agreement for sale, accepted application to purchase, easement or other record from the municipality.

In addition, consult the [Leases, Permits, and Other Tenures Policy](#) for more detail on the different tenure types that you may come across.

If you are unsure of the documentation and/or legal right to possess, contact [Assessment Legal](#) prior to adding a taxable occupier to the roll.



District of Barriere

REPORT TO COUNCIL

Date: September 23, 2024	
To: Council	From: Department Heads
Re: Departmental Updates	

CORPORATE OFFICER:

- Arranged to meet with the local RCMP to discuss the newly adopted policies related to Bylaw Enforcement as well as to discuss speed/traffic enforcement issues recently brought forward.
- Conducted monthly Safety Meeting
- Coordinating upcoming Confined Space program update and training schedule.
- Historical maps have been prepared for professional scanning, cataloguing and digital archiving.
- The District's joint grant application to the Province with the TNRD for the Louis Creek Bulk Water Design, has been approved. The approval letter is included in this Agenda's information package.

Recreation

- Next Recreation Committee Meeting is Wednesday, September 25th at 9:00am

PUBLIC WORKS MANAGER:

Roads

- More shouldering and overlay repairs are scheduled for this week on Dunn Lake Road. All within budget.
- In-house crack sealing was completed on Spruce Crescent and McLean Road.
- Dixon Creek Road ditching along the steep areas was completed in-house. An estimated 4 tandem loads of material were removed using only the backhoe and toolcat, which took staff all day to complete.

Utilities

- Water consumption has decreased from the summer months to as high as 1500 m³/day
- North Reservoir control building roof repairs recently completed by staff.
- Fire hydrant flow testing was completed on September 20th. Any maintenance will be completed in the next few weeks by the consultant.
- We have recently had 1 residential sewer connection and 1 residential water connection. We have three upcoming residential and two commercial water, as well as 1 sewer connection on the horizon.

Facilities

- Staff have installed a security camera in the old Chamber of Commerce building. A commercial appraisal for this building is in progress. Expression of Interest (EOI) was posted on BC Bid September 13th.

Emergency Preparedness

- No adverse weather is expected. No active wildfires in the region.

FIRE CHIEF:

Fire Department Specific Updates:

- Engine 3 taken to RGH for an oil leak
- Fire Safety Information hand-delivered to Riva Ridge and DJ Trailer Park (Including FireSmart Survey Information)
- 2 FireSmart assessments were completed (1 assessment was for several residential buildings)
- Line painting outside Fire Hall bay doors completed

FireSmart Updates:

- Fieldwork started by ForSite
- Walk-through of high-risk areas completed with FireSmart Coordinator and ForSite Consultants
- Event Information for FireSmart Posted

CHIEF ADMINISTRATIVE OFFICER:

- Attended Annual UBCM Convention in Vancouver with Mayor Stamer, Acting Mayor Rob Kerslake, Councillor Lodge and Councillor McInnis.

Trails Society:

- Staff met with the Trails Society to discuss potential options for creating a mutually supportive relationship to maintain a sustainable trail network.
- Staff also discussed a potential presentation by the Trails Society to Council in January or February as part of the budget process for 2025 to potentially consider some form of mechanism that would create a program to maintain/upgrade the trails that are a strategic priority to the District, and defining clear expectations and deliverables for the Trails Society.
- As part of the meeting the Trail Society representative advised Staff that the unauthorized trail on District property behind the Siska Wastewater Treatment Facility which connects to a deer trail on the top of the bank (located on private property) seems to be slippery during wet conditions. Reviewing past reports to Council and correspondence, it is apparent that neither Council nor staff authorized the Trail that was illegally enhanced without permission and not to any standard that would limit the risk to the District.
- Currently only a portion of this unauthorized trail in question would be considered on District property.
- Staff advised the Trails Society that the intent would be to discuss this latest development with Council at the Council meeting on September 23, 2024, to consider signage options to deter access of the unauthorized trail.
- Staff has reached out to the Municipal Insurance Association (MIA) for BC to discuss this dilemma and will provide feedback at the meeting.

**submitted for information*