

**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 February 23, 2026, at 5:30pm for the transaction of business listed below.**

*Daniel Drexler, Chief Administrative Officer*

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## **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 February 23, 2026, Regular Council Meeting Agenda.

### **2. ADOPTION OF MINUTES**

- a. That Council adopt the minutes of the February 2, 2026, Regular Council Meeting.
- b. That Council adopt the minutes of the February 9, 2026, SPECIAL Council Meeting – Budget 2026.

### **3. PETITIONS, DELEGATIONS AND SPECIAL PRESENTATIONS**

- a. Barriere First Responders – D. McMartin, President
- b. Barriere and Area Men’s Shed Society (BAMS) – R. Dane, President

### **4. BYLAWS and POLICIES**

- a. DRAFT Development Approvals Bylaw No. 269 – adoption – T. Buchanan, Corporate Officer  
*\*w/attachments*  
**Recommendation: THAT Council adopt Development Approvals Bylaw No. 269**
- b. DRAFT Alternative Means of Public Notice Bylaw No. 270 – adoption – T. Buchanan, Corporate Officer  
*\*w/attachments*  
**Recommendation: THAT Council adopt Alternative Means of Public Notice Bylaw No. 270**
- c. DRAFT Elections Bylaw No. 271 – adoption – Corporate Officer  
*\*w/attachments*  
**Recommendation: THAT Council adopt Elections Bylaw No. 84, Amendment Bylaw No. 271**
- d. DRAFT Election Officials Remuneration Bylaw No. 213, Amendment Bylaw No. 272 – adoption – D. Drexler, CAO  
*\*w/attachments*  
**Recommendation: THAT Council adopt Election Officials Remuneration Bylaw No. 272**

- e. DRAFT Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273 – 1<sup>st</sup> reading  
T. Buchanan, Corporate Officer  
**Recommendations: THAT Council gives 1<sup>st</sup> reading to Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273; and**

**THAT Council schedule a Public Hearing for March 30, 2026 re: Official Community Plan Bylaw No. 273**

- f. DRAFT 2026-2030 Financial Plan – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings – D. Drexler, CAO  
\*w/attachments – including: TNRD Invasive Plant Management Program

**Recommendation: THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings to 2026-2030 Financial Plan Bylaw No. 274**

- g. DRAFT Fees & Charges Bylaw No. 73, Amendment Bylaw No. 274 – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings – T. Buchanan, Corporate Officer  
\*w/attachments

**Recommendation: THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings to Fees & Charges Bylaw No. 73, Amendment Bylaw No. 275**

- h. Updating Policy No. 44 – Public Engagement to a Communications Policy – J. Mosdell, Deputy Corporate Officer

**Recommendation: THAT Council direct Staff to amend and rename Policy No. 44 – Public Engagement to a Communications Policy, to update and clarify how the District communicates and shares information with residents, including the use of social media as a District communication tool, aligned with the inform level of the IAP2 Spectrum of Public Participation and to make other general revisions as needed.**

## 5. STAFF REPORTS

- a. 2024 Statement of Financial Information (SOFI) – K. Abel, Chief Financial Officer  
**Recommendation: THAT Council accepts and approves the statements and schedules included in the 2024 Statement of Financial Information (SOFI) as presented.**
- b. Automatic Fund Transfer (AFT) Limit Increase – K. Abel, Chief Financial Officer  
**Recommendation: THAT Council instruct staff to apply to Beem Credit Union for an increase to transfer limits on the AFT system administered by Central 1 Credit Union. Limits to be increased to \$100,000 per transaction, \$250,000 per day, and \$500,000 per month.**
- c. Fire Engine # 1 – Disposal (Re-Discussion) – A. Hovenkamp, Fire Chief  
**Recommendation: THAT Council authorize the sale of Engine 1 (1996 Freightliner) to Barriere Auto and Truck Tow for the offered price of \$3,000, and direct staff to complete all necessary documentation to remove the unit from the fire department fleet and municipal asset registry.**

- d. Early Budget Approval and Loan – D. Drexler, CAO

**Recommendations:**

1. **THAT Council provides early budget approval in the amount of up to \$150,000 for the Roads Equipment.**
2. **THAT the Council of the District of Barriere authorizes up to \$150,000 be borrowed under Section 175 of the Community Charter from the Municipal Finance Authority (MFA), for the purpose of Roads Equipment, AND THAT the loan be repaid within 5 years, with no rights of renewal.**
3. **THAT Council instruct Staff to utilize the General Capital and Fire Capital Reserve accounts to fund the principal portion of the 2025 Bush Truck and the Roads Equipment loans, estimated at a total of \$55,069, for the 2026-2030 Financial Plan.**

6. **CORRESPONDENCE**

- a. For Information – none submitted.
- b. For Action
  - i. BC Farmers' Market – Request for Letter of Support to Minister of Health regarding the importance of continued and expanded funding investment for the BC Farmers' Market Nutrition Coupon Program.

7. **COUNCIL REPORTS**

8. **MAYOR'S REPORT**

- a. SILGA Resolution:

**Whereas** local governments across British Columbia face significant infrastructure deficits, with many municipalities and electoral areas unable to meet these needs through property taxation alone;

**Whereas** many infrastructure funding programs require local governments to compete through application-based grant processes that are unpredictable, resource-intensive, and often resemble a lottery system that creates winners and losers while diverting valuable staff capacity at both local and provincial levels;

**Whereas** reliance on competitive, application-driven funding programs creates uncertainty in long-term financial planning and delays critical infrastructure, fire smarting, and community resilience projects;

**Whereas** predictable and sustained funding would enable local governments to plan responsibly, deliver infrastructure upgrades more efficiently, and reduce overall costs to taxpayers;

**Whereas** in other jurisdictions, such as the United States, local governments retain a share of sales tax revenue, providing a stable funding source for community infrastructure and services;

**Therefore be it resolved** that the Southern Interior Local Government Association (SILGA) urge the Union of BC Municipalities (UBCM) to advocate for the Province of

British Columbia and the Government of Canada to establish a revenue-sharing model that allocates a portion of Provincial Sales Tax (PST) and Goods & Services Tax (GST) revenues collected within municipal boundaries and electoral areas directly back to local governments;

**And be it further resolved** that this revenue stream be designed to gradually reduce reliance on competitive, application-based infrastructure grant programs, replacing a portion of those programs with predictable, sustained funding, while not affecting statutory or annually allocated grants currently provided to local governments.

**9. PUBLIC INQUIRIES**

**10. NOTICE OF MOTION**

**11. CONVENE INTO CLOSED SESSION**

*Pursuant to Sections 90(1)(e) 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.*

**12. RECONVENE OPEN MEETING**

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

**14. NEXT MEETING** - Regular Council Meeting – March 9, 2026 @ 5:30pm

**15. ADJOURNMENT**

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

Held on Monday, February 2, 2026 at 5:30pm 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:	Mayor Rob Kerslake Councillor Judy Armstrong Councillor Louise Lodge Councillor Brody Mosdell	Councillor Donna Kibble Councillor Colin McInnis – <i>via Zoom</i> Councillor Scott Kershaw - <i>absent</i>
Staff:	Daniel Drexler, Chief Administrative Officer Kathy Abel, Chief Financial Officer Alexis Hovenkamp, Fire Chief	Tasha Buchanan, Corporate Officer Chris Matthews, Public Works Manager Scott Abel, Building Inspector

*Mayor Kerslake called the meeting to order at 5:30pm*

**1. ADOPTION OF AGENDA**

Moved by Councillor Kibble  
Seconded by Councillor Lodge  
That Council approve the February 2, 2026 Regular Council Meeting Agenda.

CARRIED

**2. ADOPTION OF MINUTES**

- a. Moved by Councillor Lodge  
Seconded by Councillor Mosdell  
That Council adopt the minutes of the January 12, 2026, Regular Council Meeting.

CARRIED

**3. PETITIONS, DELEGATIONS AND SPECIAL PRESENTATIONS – none scheduled.**

**4. STAFF REPORTS**

- a. DRAFT 2026 Budget/2026-2030 Financial Plan - \*1<sup>st</sup> Review – D. Drexler, CAO

An overview of the written report was provided. It was added that the TNRD’s 5yr Invasive Plant Management Program that was previously considered in 2021 is once again offered. Depending on the number of communities opting to participate in the program, the estimated cost to the District would be \$10,000 per year to be included. In 2021, Council ultimately chose not to pursue the program due to funding restrictions. Should Council wish to reconsider participation in the program for this upcoming 5yr term, the draft budget and financial plan will need to be adjusted accordingly to reflect this cost. Staff will bring more information forward at the next Council Meeting.

**Moved by Councillor Lodge**

**Seconded by Councillor McInnis**

**THAT Council approves the Draft 1 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:**

- **Reduce Council’s Legislative Operating budget by \$5,000 (strategic conference attendance limits)**
- **Reduce the Roads Paving Capital Project by \$25,000**
- **Include funding the \$150,000 for Roads Equipment from Debt/Loan, with all Loan principal payments coming from Reserves in 2026**
- **Include \$70,000 Streetlighting Utility Billing revenue as Property Tax revenue with the same % of Tax Burden as in 2025**
- **Include a Property Tax Rate of 40.00 for Class 2 (Utilities), for roughly \$40,000 additional tax revenue, while retaining the Industry classes % of Tax Burden as in 2025**
- **to meet inflationary and asset replacement pressures, consider:**
  - **increasing Water service fees by 7.5%**
  - **increasing Wastewater service fees by 5%**
  - **where applicable, increasing User Fees by 5%**
  - **increasing overall Property Tax revenue by up to 9%**
  - **adjust the Class 4 (Major Industry) % of Tax Burden to roughly 3% (from 2.66% in 2025), the same as Class 5 (Light Industrial) – approximately \$3,500 additional revenue from taxation**
  - **Accept more day-to-day operational risk and reduce operational expenditures by up to \$40,000**
  - **as a last resort, consider balancing any shortfall within the 2026 Financial Plan with funding from surplus/reserves.**
- **to increase future revenues:**
  - **review construction related fees and charges, including Connection fees, DCC’s, and Building Permit fees**
  - **connect with other Ridge tenants about cost sharing for Facility Use and Gym rental**

**; AND to present Draft 2 of the Financial Plan to the Public at a Special Meeting held on February 9, 2026, at 530pm.**

**CARRIED**

- b. Building Infraction re: Building Permit # 2016-007R, 2014-005 – Building Inspector  
D. Dowling (“the Owner”)  
Lot 11 Block 2 DL 1445 Plan 6315, PID: 010-098-887  
630 Salle Rd (“the Property”)

The Building Inspector provided an overview of the file and its contravention(s). The Corporate Officer added that the property owner visited the office last week and while acknowledged the right to speak to Council on the matter, has chosen to not attend tonight’s meeting.

**Moved by Councillor McInnis  
Seconded by Councillor Lodge**

**THAT, the Corporate Officer be authorized to file a Notice pursuant to the authority of Section 57 of the Community Charter against the Title of Dave Dowling of 630 Salle Rd (PID: 010-098-887).**

**CARRIED**

- c. Disposal of Engine 1 – 1996 Freightliner Fire Apparatus – A. Hovenkamp, Fire Chief

Councillor McInnis suggested holding off on this decision until the next meeting as he would like the opportunity to further evaluate the truck personally to determine if there are other options Council should consider.

**Moved by Councillor McInnis  
Seconded by Councillor Lodge**

**THAT the staff report titled “Disposal of Engine 1 – 1996 Freightliner Fire Apparatus” be considered at the next Council Meeting.**

**CARRIED**

- d. Department Updates – Department Heads  
*\*submitted for information*

Council was provided an overview of the written report.

The Fire Chief added that the Emergency Operations Centre (EOC) Equipment and Training funding stream, administered by the Union of British Columbia Municipalities (UBCM), is once again open for intakes. The program provides funding for essential EOC equipment, supplies, and training to ensure communities are better prepared to coordinate effective responses to emergencies and disasters. The funding is 100% funded up to \$30,000.

**Moved by Councillor McInnis  
Seconded by Councillor Lodge**

**THAT staff be directed to apply for funding in the amount of \$30,000 under the UBCM Community Emergency Preparedness Fund.**

**CARRIED**

## **5. BYLAWS and POLICIES**

- a. Wastewater Regulations Bylaw No. 268 – adoption – T. Buchanan, Corporate Officer  
*\*w/attachments*

**Moved by Councillor Lodge  
Seconded by Councillor McInnis**

**THAT Council adopt Wastewater Regulations Bylaw No. 268.**

**CARRIED**

- b. DRAFT Development Approvals Bylaw No. 269 – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings – T. Buchanan, Corporate Officer  
*\*w/attachments*

**Moved by Councillor Lodge**

**Seconded by Councillor Armstrong**

**THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings to Development Approvals Bylaw No. 269**

**CARRIED**

- c. DRAFT Alternative Means of Public Notice Bylaw No. 270 – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings – T. Buchanan, Corporate Officer  
*\*w/attachments*

**Moved by Councillor Mosdell**

**Seconded by Councillor Lodge**

**THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings to Alternative Means of Public Notice Bylaw No. 270.**

**CARRIED**

- d. DRAFT Elections Bylaw No. 271 – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings – Corporate Officer  
*\*w/attachments*

**Moved by Councillor Lodge**

**Seconded by Councillor Kibble**

**THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings to Elections Bylaw No. 84, Amendment Bylaw No. 271.**

**CARRIED**

*Councillor Mosdell declared a conflict of interest and left the meeting at 7:25pm*

- e. DRAFT Election Officials Remuneration Bylaw No. 213, Amendment Bylaw No. 272 – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings – D. Drexler, CAO  
*\*w/attachments*

**Moved by Councillor McInnis**

**Seconded by Councillor Lodge**

**THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings to Election Officials Remuneration Bylaw No. 272.**

**CARRIED**

- f. Appointment of Chief Election Officer & Deputy Chief Election Officer(s) – T. Buchanan, Corporate Officer

**Moved by Councillor Lodge**

**Seconded by Councillor Armstrong**

**THAT Council:**

- 1. Appoint Tasha Buchanan as Chief Election Officer for the 2026 General Local Election.**

**Moved by Councillor McInnis**

**Seconded by Councillor Armstrong**

**THAT Council:**

- 2. Appoint Jamie Mosdell as Deputy Chief Election Officer and Daniel Drexler as Deputy Chief Election Officer for the 2026 General Local Election.**

**CARRIED**

*Councillor Mosdell returned to the meeting at 7:30pm*

**6. CORRESPONDENCE**

- For Information – none submitted.
- For Action - none submitted.

**7. COUNCIL REPORTS**

- Councillor Armstrong provided a verbal report on the following:
  - Attended the Legion Bursary Awards
  - Attended the Teddy Bear Picnic on January 25<sup>th</sup>, 2026.
- Councillor Kibble provided a verbal report on the following:
  - Voiced sincere condolences on behalf of the District to Councillor Armstrong regarding the loss of her husband, Bob Armstrong.
  - Attended the Simpcw/District of Barriere Public Open House on January 27<sup>th</sup>
  - The Heritage Society is working on a project relating to the history of the Barriere Improvement District.
- Councillor Lodge provided a verbal report on the following:
  - Attended a Barriere Chamber of Commerce Meeting – will be stepping down as a voting Director on their Board but is interested in serving on the Board as a Council Liaison member.
  - Participated in a Communities Foundation Meeting – 2026 is the organization's 25yr anniversary.
  - Attended the Simpcw/District of Barriere Public Open House on January 27<sup>th</sup>.
  - Family Fun Night is scheduled for Sunday, February 15<sup>th</sup>, 2026 – 5:30pm – 9pm at the Ridge.

**8. MAYOR'S REPORT**

The Mayor provided a verbal report on the following:

- January 18<sup>th</sup> – along with Councillor Mosdell and the CAO, met with Minister of State and spoke of Barriere's goals and priorities.
- January 26<sup>th</sup> – met with Chief Lamperau regarding shared goals.
- January 26<sup>th</sup> – met with the Barriere Trails Society

- January 27<sup>th</sup> – Participated in the Simpcw/District of Barriere Public Open House
- Had a meeting with the Men’s Shed Group to hear about the group’s mandate and any possibilities of the group utilizing the old Chamber building. The group plans on attending a Council Meeting in the near future.

9. **PUBLIC INQUIRIES** – *none presented.*

- a. Steven Boylan – inquired as to the status of the apparent abandoned property within the LCIP. It was noted that the property is currently for sale.

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

11. **CONVENE INTO CLOSED SESSION**

**Moved by Councillor Lodge**

**Seconded by Councillor Armstrong**

**Pursuant to Sections 90(1)(k)(2)(b) 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 at 7:46p.m.**

**CARRIED**

12. **RECONVENE OPEN MEETING** - @ 8:46p.m.

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

14. **NEXT MEETINGS**      - *SPECIAL Council Meeting (Public Presentation of Draft 2026 Budget) – February 9, 2026 @ 5:30pm*  
    - *Regular Council Meeting – February 23, 2026 @ 5:30pm*

15. **ADJOURNMENT**

**Moved by Councillor that the meeting adjourn at 8:48p.m.**

**CARRIED**

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Mayor Rob Kerslake

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T. Buchanan, Corporate Officer

**DISTRICT OF BARRIERE**  
**MINUTES OF A SPECIAL COUNCIL MEETING – BUDGET 2026**

Held on Monday, February 9, 2026 at 5:30pm 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:	Mayor Rob Kerslake	
	Councillor Judy Armstrong	Councillor Donna Kibble
	Councillor Louise Lodge	Councillor Colin McInnis - <i>absent</i>
	Councillor Brody Mosdell	Councillor Scott Kershaw
Staff:	Daniel Drexler, Chief Administrative Officer	Tasha Buchanan, Corporate Officer
	Kathy Abel, Chief Financial Officer	Jamie Mosdell, Deputy Corporate Officer
	Alexis Hovenkamp, Fire Chief	Chris Matthews, Public Works Manager

*Six (6) members of the public were in attendance for this public presentation*

*Mayor Kerslake called the meeting to order at 5:30pm*

**1. ADOPTION OF AGENDA**

Moved by Councillor Lodge

Seconded by Councillor Armstrong

That Council approve the February 9, 2026 SPECIAL Council Meeting Agenda.

CARRIED

**2. PUBLIC PRESENTATION OF DRAFT 2026 BUDGET**

**Staff Overview**

The CAO provided an overview of the Draft 2026 Budget, including the potential tax implications of the Draft Financial Plan should the budget be adopted as presented. It was noted, that once Council finalizes a draft 2026 Budget, those figures will then be used by staff to prepare a Draft Financial Plan and a 2026 Tax Bylaw for formal readings and adoption by Council. The legislated, annual adoption deadline for both a Financial Plan and Tax Bylaw is May 14<sup>th</sup>.

The following budget changes were detailed as follows:

Capital:

Initial budget: \$5,095,000 -> reduced by \$25,000 (paving program reduction)

**New budget: \$5,070,000**

Operating Expenditures

Initial budget: \$3,092,106 -> reduced by \$24,502 (includes \$5,100 Legislative; \$13,402 Employer Costs; \$1,500 Fleet and Equipment; \$4,000 Transportation; \$500 Fire Department) -> also removed Debt principal costs for 2025 Bush Truck to be funded from reserve in the amount of \$30,843.

**New budget: \$3,036,761**

Operational Grant Project expenses were also added in the amount of \$461,912, which increased the overall operational expense budget to: \$3,498,673.

Reserves

Initial budget for ending balance total for Reserves: \$1,427,577 -> increased by \$175,899 (\$25,000 from paving program, \$150,000 for Roads Equipment (coming from Debt), \$899 additional interest on balance in reserves) -> decrease by \$55,069 for principal payments on the loans for the Roads Equipment and the 2025 Bush Truck.

**New ending balance: \$1,548,407**

Operating Revenues

Initial budget: \$3,199,809

Item	Additional Revenue
User Fees (Leases, Solid Waste, etc.) +5%	\$10,309
Wastewater +5%	\$5,153
Water +7.5%	\$28,000
Water - other revenue changes	\$500
General Taxation increase by 9%	\$114,174
Major Industry ~2.9% of Burden = +\$3,500	\$3,500
Additional Interest earned from Reserves	\$899
<b>Total Change in Revenue</b>	<b>\$162,535</b>

**New budget: \$3,362,344**

Operational Grant Project revenues were also added in the amount of \$476,792, which increased the overall operational expense budget to: \$3,839,136.

The CAO noted that at the time researched in January, the following tax rate increases are being proposed in other jurisdictions:

- o Kamloops – 10.7% - was 9% in 2025
- o TNRD - 6.7% - for Barriere 14%
- o Surrey - 5%
- o Whistler 6.9% – doubled on Class 8 from 10x to 20x ““We have \$500 million of asset replacement to do in the next 30 years, so it’s a huge cost,” Crompton said.
- o C.O.R.D – 10%
- o Summerland – 9%
- o Peachland – 4% - was 7% in 2025
- o West Kelowna – 7.6%
- o Kelowna – 4.5%
- o Metro Vancouver – 2.5% 2026 but 25% in 2025
- o RDOS 4.9% was 10.7% (2025)
- o Halifax – 18% Water Rates
- o Liverpool, NS – 60% Water Rates
- o Caledon (Peel Region) – 73% tax increase for Roads

It was noted that Barriere’s proposed residential tax increase component is a lot closer to 7.4% after factoring in the new streetlighting billing change, utility class 2 change, and non-market (new development) change of roughly \$3Million.

## Council Review

Councillor Kershaw noted that Council's options are to either cut services or raise taxation and user fee revenue in order to balance the budget.

It was reported that Councillor McInnis, who was unable to attend this meeting, had inquired with the CAO suggesting Council discuss the option of borrowing an additional \$50,000 to supplement the Roads equipment acquisition budget. Council agreed to keep the approximate budget of \$150,000, but, if additional funds are needed, for staff to come back to Council to amend the capital program later this year. The CAO noted that we currently have \$100,000 included within the Financial Plan as an emergency fund. If it is not used, and we need some additional funds later in the year to finalize the Roads department, staff could then bring a report back to Council regarding a reallocation of funds from one capital item to another. This option would have no additional impact on the current budget.

## Public Feedback/Inquiries

- a. Barbara Rhoades – Q: *Do District Staff actively look for grants?*

Mayor – A: *Yes. Constantly, and we've been largely been very successful in obtaining a number of grants over the years, especially the Fire Department.*

It was noted that some of the grants are not 100% covered with the usual 20-25% municipal funding requirement often being cost prohibitive and that grants are becoming more rare.

## 4. ADJOURNMENT

Moved by Councillor Lodge that the meeting adjourn at 6:45pm.

CARRIED

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Mayor Rob Kerslake

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T. Buchanan, Corporate Officer



Barriere First Responders Society (BAFRS)

# Who We Are

- ▶ Established in 2014
- ▶ Registered Non-profit with Canadian Charity Status
- ▶ 20 Total Members (Non-First Aiders / First Aiders)
- ▶ 15 Active FR/EMR/PCP Responders On-call (Carrying a pager)
- ▶ 24/7 Radio-paged Response Model (BAFRS Owned Paging System)
- ▶ March 2026 - 6 additional members enrolled in FR training (21 Active Responders)



# What We Respond To

## ▶ BCEHS Call Categories:

- Purple (Deadly)
- Red (Delay Harmful)
- Orange (Emergency Delay less harmful)
- Yellow (Non emergent)

## ▶ Additional Operation Roles:

- Fire Rehabilitation
- Highway Rescue (Medical Support ONLY)
- Natural Disasters
- Civil Emergency Operations
- Available to the District during any emergency!

## Clinical Response Model - Descriptions

PURPLE	RED	ORANGE	YELLOW	GREEN	BLUE
Immediately life threatening (cardiac / respiratory arrest) Highest priority Echos and Deltas	Immediately life threatening or time critical Advanced skills recommended	Urgent / Potentially serious but not immediately life threatening	Non-urgent (not serious or life threatening)	Non-urgent (not serious or life threatening)	Non-urgent (not serious or life threatening). Further telephone triage appropriate.
Code 3	Code 3	Code 3	Code 2	More information coming soon	If a BLUE incident is triaged as requiring an ambulance response the incident will be re-coded to reflect the urgency of attendance. Response will align to the allocated code.
	Potential divert from RED to PURPLE	Potential divert from ORANGE to RED to PURPLE	Potential divert from YELLOW to ORANGE to RED to PURPLE		
					
					

# Area of Operation

- ▶ 3,700 sq km Service Area
- ▶ 4,500 Full-time Residents (approx.)
- ▶ Aligned Boundaries to Serve Barriere BCEHS Geolocated Response Area
- ▶ Mutual Aid - Simpcw First Nations
  - Requested by BCEHS and Simpcw to Provide Primary FR Coverage

# Operational Activity 2025

- ▶ 128 Medical Callouts (Last 5 years with 100 plus calls annually)
- ▶ 2 Fire Rehabilitation Request (Barriere Fire Rescue)
- ▶ 25 Events Locally - Providing First Aid
- ▶ 19 Dedicated Training Nights (Medical Scenarios, Skill Sessions, ect)

# Professional Standards & Growth

- ▶ All First Responders Received the Scope of Update
- ▶ First Responders Take a 6 Day Course (\$700 per person)
- ▶ 2025 - 3 Members Upgraded to EMR 15 Day Course (\$2200 per person)
  - Anticipating Upgrading Several More FR to EMR every Year
- ▶ 4 Members CISM Trained - 2 Completing Certificate Program (JIBC)

# Equipment & Capital Assets

- ▶ Total Assets: \$300,548
- ▶ Capital Assets: \$269,585
  
- ▶ FR-3 Medical / Command Trailer - \$54,900
- ▶ FR-1 & FR- 2 Response Vehicles - \$174,500
- ▶ Medical Equipment - \$31,000
- ▶ C-Can and Portable Structure - \$9,150
  
- ▶ This infrastructure was built without municipal capital expenditure.



# Financial Sustainability

▶ 2025 Operational Expense - \$29,180

▶ Revenue Sources:

- Grants
- Donations
- Event First Aid
- Fundraising

# District Agreement

- ▶ One Fire Hall Bay (Lease Agreement Approved By Prior Council and CAO)
- ▶ In Return
  - Fire Rehab Services (Snacks, Drinks, Vitals, Special Equipment) \*\*Rad-57 SpCO \$6500 alone\*\*
  - First Responder Services for Barriere
  - Emergency Support When Requested
- ▶ Offered Fire Fighter Transport if ambulance is delayed during Fire Rehab



# How the Society Model Strengthens Public Safety

- ▶ No tax-based operational burden
- ▶ Independent Grant Eligibility
- ▶ Dedicated Medical Training Focus
- ▶ Capital Assets Remain Community-owned
- ▶ No Fixed Response Boundaries

# How the Society Model Strengthens Public Safety

- ▶ Medical calls handled by BAFRS allow fire apparatus to remain available for fire suppression and rescue
- ▶ Prevents operational conflicts between medical and structure fire responses
- ▶ Reduces wear and capital strain on heavy apparatus
- ▶ Dedicated medical and fire services strengthen overall emergency capability by allowing each to develop true expertise in their discipline.

# TRU Building Request

## ► Request:

- One Secure Office Space
- Shared Meeting / Training Room Access

## ► Rationale:

- Activates a currently boarded-up public asset
- Creates shared office and meeting space for multiple non-profits
- Strengthens collaboration between community service organizations
- Provides visible District support of volunteer-based services





Questions?



## **Barriere First Responders Society (BAFRS)**

Medical First Responder Services | Training | Community Support

Barriere First Responders Society (BAFRS)

Po Box 559

Barriere, BC V0E 1E0

778-220-6542

barrierefirstresponders@hotmail.com

November 30, 2025

District of Barrière Council

Barriere, BC V0E 1E0

### **Re: Use of the Former TRU Building for Shared Non-Profit Office and Training Space**

Mayor and Members of Council,

On behalf of the Barriere First Responders Society (BAFRS), I would like to formally inquire about the potential use of the former TRU building as shared office and training space for BAFRS and other local non-profit organizations.

BAFRS is a registered, volunteer-based non-profit organization that provides Medical First Responder services to the Barrière community and surrounding area. Like many non-profits, our organization operates entirely on fundraising, grants, sponsorships, and donations. We do not receive dedicated core funding for operations, administration, or infrastructure. As a result, finding affordable and suitable office and training space has always been a significant challenge.

We believe the former TRU building presents a unique and mutually beneficial opportunity for both the District of Barrière and the local non-profit community. Our vision would be for BAFRS to utilize a single room within the building for modest administrative office space, while the larger conference and common areas could be shared among multiple non-profit groups for meetings, training, and community programming. This shared-use model would



## **Barriere First Responders Society (BAFRS)**

Medical First Responder Services | Training | Community Support

maximize the building's value, reduce barriers for volunteer organizations, and encourage collaboration between local service groups.

This concept aligns well with the District's continued support of non-profits and community-based services, while also putting a currently boarded-up building back into active, positive use. Revitalizing this space would help increase vibrancy in the downtown core, improve the visual appearance of the area, and reinforce Barrière's commitment to community engagement and volunteerism.

BAFRS has already utilized the TRU building on several occasions for First Responder and Emergency Medical Responder (EMR) training sessions, and it has proven to be an excellent facility for this purpose. Having reliable access to indoor training and meeting space would significantly enhance our ability to train volunteers locally, improve retention, and better serve the residents of Barrière and our partner communities.

We would welcome the opportunity to meet with Council or District staff to further discuss this concept, potential logistics, and how such a shared-use model could be structured in a way that benefits both the District and participating organizations.

Thank you for your time and consideration. We truly value the District of Barrière's continued support of emergency services and community non-profits, and we look forward to the possibility of working together on this opportunity.

Respectfully,

Drew McMartin

President

Barriere First Responders Society

## **EXPRESSION OF INTEREST & PROPOSAL**

### **Response to Invitation for Expression of Interest for: Purchase, Redevelopment, or Lease of District Owned Property**

#### **EOI #2024-01 - 4629 Barriere Town Road**

Submitted by: Barriere and Area Men's Shed Society (BAMS) A Registered Non-Profit Society Member of the BC Men's Shed Association (Registration Pending)

Submitted to: District of Barriere

Date: February 2026

Primary Contact: Richard Dane, President

Email: 

Phone: 

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## **1. LETTER OF INTRODUCTION**

Re: Expression of Interest for Lease and Redevelopment of District-Owned Property at 4629  
Barriere Town Road

Dear Mr. Drexler,

The Barriere and Area Men's Shed Society (BAMS) is pleased to submit this Letter of Introduction in response to the District's Invitation for Expressions of Interest regarding the lease and redevelopment of the property located at 4629 Barriere Town Road.

We are a newly formed community organization and an active member of the BC Men's Shed Association. The Men's Shed movement is built on the idea of creating safe, welcoming, and inclusive spaces where men can gather to learn new skills, share experiences, and build meaningful friendships — much like the traditional backyard shed where projects and conversations naturally unfold shoulder to shoulder. Although it's name and mission relate to men, the Barriere and Area Men's Shed is an inclusive organization, open to all.

Although BAMS is a young organization, our membership has already grown to 24 individuals, each bringing valuable skills and lived experience. Among our members are individuals with backgrounds in project management, facility operations, carpentry, plumbing, small business ownership, and accounting. This collective expertise provides a strong foundation for the successful development, operation, and long-term stewardship of a community-focused facility.

At the Barriere and Area Men's Shed, there are no formal programs or clinical services. Instead, we offer friendship, camaraderie, purpose, conversation, and teamwork. Our Shed provides a low-pressure, inclusive environment that supports personal well-being, community connection, and skill-sharing among men of all ages and backgrounds.

We view the redevelopment of 4629 Barriere Town Road as an opportunity to establish a vibrant community hub — a home for the Men's Shed and a space that can support collaboration with other community groups, local initiatives, and District priorities. This vision aligns closely with the District's goals of fostering inclusion, promoting community wellness, and strengthening social connections for residents.

We welcome the opportunity to discuss our vision further and explore how BAMS and the District can work together to create a lasting, meaningful community resource.

Sincerely, Richard Dane President, Barriere and Area Men's Shed

## **2. PROPOSAL: BUSINESS PLAN & SUSTAINABILITY FRAMEWORK**

### **2.1 Executive Summary**

The Barriere and Area Men's Shed Society (BAMS) operates as a registered non-profit organization governed by an elected Board of Directors. Its primary revenue sources include membership dues, donations, grants, and community-based activities such as garage sales, tool and equipment repair clinics, and equipment rentals. Revenues are intended only to cover basic expenses such as utilities, hydro, property taxes, and insurance for the premises.

BAMS may also provide labour services to community members or organizations on a case-by-case basis. The organization's financial model is intentionally modest, focused on sustainability rather than profit generation.

### **2.2 Purpose of Establishing BAMS**

BAMS launched with 22 paid members and continues to receive strong interest from the broader community. The organization fills several important local needs:

- Qualified volunteer labour for community and municipal projects
- A coordinated outlet for residents with diverse skills and trades backgrounds
- A supportive environment that promotes social connection, mental well-being, and a renewed sense of purpose

### **2.3 Use of Property**

The property is intended:

**"TO BE USED BY THE SOCIETY AS A MEETING PLACE AND WORKSHOP FOR PROJECTS TO ASSIST COMMUNITY RESIDENTS WITH SERVICES NOT AVAILABLE ELSEWHERE OR CONSIDERED TOO SMALL FOR EXISTING BUSINESSES OR CURRENTLY UNAFFORDABLE BY LOWER INCOME RESIDENTS."**

This includes:

- A central gathering place
- A workshop for small-scale repairs and community projects
- A resource for residents who cannot access or afford commercial services
- A hub for collaboration with other community groups

## **2.4 Business Plan Viability**

Viability is supported by:

- The proven success of Men's Sheds in other communities
- Strong early membership
- A sustainable financial model
- Clear community need

The proposed project-cost model includes:

- 1/3 donation-based work
- 1/3 estimated project cost
- 1/3 free services for those in need

## **2.5 Market Demand**

There is a clear gap in Barriere for:

- Small repair services
- Affordable help for seniors
- Assistance for residents with limited means
- Practical support not offered by local businesses

## **2.6 Community Contribution**

BAMS provides:

- Mental and physical stimulation for members
- A central point for residents to request small projects
- Free or discounted services for those in need
- Referrals to local businesses
- Partnerships with other community groups

## **2.7 Hours of Operation**

To be determined collaboratively with members and the District.

## 2.8 Jobs & Volunteer Roles

No paid positions are anticipated. Volunteer roles include:

- Project coordination
- Workshop maintenance
- Community project support
- Mentorship
- Facility improvements

## 2.9 Annual Operating Expenses

Expense Category	Monthly Cost
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Utilities	100.00
-----------	--------

Hydro	400.00
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Telephone & Internet	200.00
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Office Miscellaneous	50.00
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<b>Total Monthly Costs</b>	<b>750.00</b>
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**Total Annual Expenses:-9000.00**

## 2.10 Annual Revenue Projections

Revenue Source	Annual Amount
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Membership fees (22 × 60.00)	1,320.00
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Men's Shed Association Grant	1,000.00
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Walton Foundation Grant	10,000.00
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Fundraising Projects	5,000.00
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Local Grant Opportunities	4,000.00
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<b>Total Annual Revenue</b>	<b>21,320.00</b>
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## 2.11 Conclusion

BAMS is well-positioned to become a long-term community asset. With strong membership, a sustainable financial plan, demonstrated market demand, and a clear commitment to community service, BAMS is prepared to operate effectively within the proposed facility.

## **2.12 Sustainability & Green Initiatives**

*The Barriere and Area Men's Shed Society is committed to operating the facility at 4629 Barriere Town Road in a manner that reflects responsible environmental stewardship, long-term sustainability, and alignment with the District of Barriere's community and climate objectives. Although BAMS is a volunteer-driven, non-profit organization with modest financial resources, the Society recognizes that even small-scale improvements can meaningfully reduce environmental impact and demonstrate leadership within the community.*

*To that end, BAMS intends to incorporate the following sustainability and green initiatives into the redevelopment, operation, and ongoing maintenance of the site:*

### **Energy Efficiency**

- *Transition to **LED lighting** throughout the building and exterior work areas to reduce energy consumption and maintenance costs.*
- *Utilize **smart power bars** and encourage members to power down tools, equipment, and electronics when not in use.*
- *Explore the feasibility of installing a **high-efficiency heat pump** or other low-emission heating solutions as funding becomes available.*

### **Water Conservation**

- *Implement **rainwater collection** for non-potable uses such as garden planters, outdoor cleaning, and dust control.*
- *Install **low-flow fixtures** in washroom and kitchen areas to reduce water usage.*

### **Waste Reduction & Recycling**

- *Establish a **materials reuse program**, where salvaged lumber, hardware, and components from community projects are repurposed for Shed activities.*
- *Provide clearly marked **recycling stations** for paper, cardboard, plastics, and metals.*
- *Encourage members to adopt a "**repair first**" mindset, extending the life of tools, equipment, and donated items.*

### **Sustainable Landscaping**

- *Maintain and enhance green spaces using **native, drought-tolerant plants** that require minimal watering and support local biodiversity.*
- *Use **mulch and soil amendments** to improve moisture retention and reduce the need for irrigation.*
- *Incorporate **pollinator-friendly plants** to support bees and other beneficial insects.*

### **Air Quality & Noise Reduction**

- Use **dust-collection systems** and air filtration in workshop areas to maintain a healthy indoor environment.
- Monitor indoor air quality environment, and undertake remedial action if parameters exceed designated action levels.
- Schedule outdoor work and equipment use in ways that minimize noise impacts on neighbouring properties.

### **Community Education & Engagement**

- Offer workshops on **repair, reuse, and sustainable practices**, helping residents reduce waste and extend the life of household items.
- Collaborate with local schools, community groups, and environmental organizations to promote sustainability initiatives.
- Provide opportunities for members to learn about energy-efficient tools, safe material handling, and environmentally responsible project planning.

### **Long-Term Sustainability Planning**

- Pursue grants and partnerships that support green upgrades, including energy-efficient heating, improved insulation, and renewable energy options.

### **3. SITE PLANS**

#### **3.0 Site Plan Document Descriptors**

The following Site Plan documents illustrate the proposed layout, functional zones, and community-oriented enhancements envisioned for the property at 4629 Barriere Town Road. These visuals support the narrative of the Business Plan by providing a clear representation of how the Barriere and Area Men's Shed Society (BAMS) intends to utilize, improve, and steward the site.

Each image contributes a specific layer of detail, collectively demonstrating:

- Placement and footprint of the Men's Shed building
- Circulation routes for vehicles and pedestrians
- Outdoor work, gathering, and activity zones
- Landscaping concepts and beautification elements
- Opportunities for collaboration with community groups
- Long-term adaptability for future programming

These plans are conceptual and intended to guide discussion with the District of Barriere. They reflect BAMS's commitment to:

- Safe and accessible site design
- Efficient use of space
- Integration with surrounding amenities
- Environmental stewardship
- A welcoming, inclusive environment

The Site Plan package includes:

- Overall Site Layout
- Men's Shed Building & Workshop Zone
- Community Art & Engagement Area
- Expanded Community Grounds & Activity Zones
- Sustainability & Infrastructure Elements

### 3.1 Overview of Proposed Site Layout



3.2 Men's Shed Building & Workshop Zone



3.3 Community Art & Engagement Area



**3.4 Expanded Community Grounds & Activity Zones**



#### **4. Alignment With District Goals**

*The proposed redevelopment and use of 4629 Barriere Town Road by the Barriere and Area Men's Shed Society (BAMS) aligns strongly with several key priorities identified by the District of Barriere. The project supports community well-being, enhances local services, and contributes to the District's long-term vision for inclusive, sustainable growth. Specifically, the initiative aligns with the following municipal goals:*

##### **1. Strengthening Community Wellness and Social Connection**

*BAMS provides a welcoming, inclusive environment where residents can gather, build friendships, and participate in meaningful activities. The Men's Shed model is internationally recognized for improving mental health, reducing social isolation, and fostering a sense of belonging — outcomes that directly support the District's commitment to community wellness.*

##### **2. Supporting Seniors and Vulnerable Residents**

*The Shed offers practical assistance for small repairs and household tasks that may be unaffordable or inaccessible for seniors, low-income residents, or individuals with mobility challenges. This aligns with the District's goal of ensuring that essential supports are available to all residents, regardless of income or ability.*

##### **3. Enhancing Local Volunteer Capacity**

*BAMS brings together skilled volunteers who can contribute to community projects, beautification efforts, and local initiatives. This strengthens the District's capacity to deliver community improvements without placing additional strain on municipal resources.*

##### **4. Encouraging Local Collaboration**

*The Men's Shed model naturally fosters partnerships with schools, service clubs, non-profits, and municipal departments. The proposed site layout includes spaces designed for collaboration, community art, and shared programming — supporting the District's goal of building strong, interconnected community networks.*

##### **5. Promoting Sustainable Development**

*Through its Sustainability & Green Initiatives (Section 2.12), BAMS demonstrates a commitment to environmentally responsible operations, including energy efficiency, water conservation, waste reduction, and sustainable landscaping. These efforts align with the District's environmental priorities and long-term sustainability objectives.*

##### **6. Making Productive Use of Underutilized Municipal Property**

*The redevelopment of 4629 Barriere Town Road transforms an underused municipal asset into a vibrant, multi-purpose community hub. This supports the District's strategic goal of maximizing the value and functionality of public lands.*

##### **7. Creating a Safe, Accessible, and Welcoming Community Space**

*The proposed site plan emphasizes safety, accessibility, and inclusivity. Features such as clear circulation routes, accessible entrances, and well-defined activity zones align with the District's commitment to creating safe and welcoming public spaces.*

**DISTRICT OF BARRIERE**  
**BYLAW NO. 269 – DEVELOPMENT APPLICATIONS PROCEDURES BYLAW**

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**A BYLAW TO ESTABLISH THE PROCEDURES FOR THE PROCESSING OF  
DEVELOPMENT APPLICATIONS**

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**WHEREAS** the District of Barriere has adopted an Official Community Plan and a Zoning Bylaw;

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

**1 CITATION**

- 1.1 This Bylaw may be cited for all purposes as the “*District of Barriere Development Applications Procedures Bylaw No. 269*”.

**2 DEFINITIONS**

- 2.1 In this bylaw:

<b>Applicant</b>	means any landowner who makes Application under the provision of this Bylaw or anyone who is authorized by the owner of the lands to make application
<b>Application</b>	means an application for an official community plan amendment, zoning bylaw amendment, development permit, development variance permit, or temporary use permit
<b>Application Form</b>	means a form provided by the District of Barriere for the purposes of Application for an official community plan amendment, zoning bylaw amendment, development permit, development variance permit, or temporary use permit
<b>CAO</b>	means the Chief Administrative Officer of the District of Barriere, or their designate
<b>Council</b>	means the elected council of the District
<b>District</b>	means the District of Barriere
<b>District Office</b>	means the Municipal office of the District of Barriere located at Box 219, 4936 Barriere Town Rd, Barriere, BC, V0E 1E0

<b>Dwelling Unit</b>	shall have the same meaning as set out in the District's Zoning Bylaw, as amended from time to time
<b>Local Government Act (LGA)</b>	means the <i>Local Government Act [RSBC 2015]</i> , as amended
<b>Neighbourhood Project Introduction Meeting</b>	means a meeting organized by, and at the expense of, an Applicant which gives the Applicant an opportunity to share their development concept with the community and allows members of the public to ask questions and to discuss concerns related to the development proposal but does not constitute notification as outlined in this bylaw
<b>Riparian assessment area</b>	is defined as: a) for a stream, the 30 m strip on both sides of the stream, measured from the high-water mark; b) for a ravine less than 60 m wide, a strip on both sides of the stream measured from the high-water mark to a point that is 30 m beyond the top of the ravine bank; and, c) for a ravine 60 m wide or greater, a strip on both sides of the stream measured from the high-water mark to a point that is 10 m beyond the top of the ravine bank.
<b>Security Deposit</b>	means an unconditional irrevocable letter of credit or deposit of securities in a form allowable under the <i>Local Government Act</i> and satisfactory to the District.
<b>Staff</b>	means District staff including the CAO and those employees and contractors under the direction of the CAO including Corporate Administration, Planning, Public Works and Bylaw Enforcement.
<b>Stream</b>	is defined as including any of the following that provides fish habitat: a) a watercourse, whether it usually contains water or not; b) a pond, lake, river, creek or brook; or c) a ditch, spring, or wetland that is connected by surface flow to something referred to in (a) or (b) above.

### 3 SCOPE & PURPOSE

3.1 This Bylaw establishes procedures in relation to the following:

- a) An Amendment to the Official Community Plan;
- b) An Amendment to the Zoning Bylaw;
- c) A development permit;
- d) A development variance permit;
- e) A temporary use permit.

## 4 APPLICATION

- 4.1 Applications shall be made by the owner(s) of the land or by a person authorized by the owner(s) to act as an agent for the owner(s).
- 4.2 Applications shall be submitted to the District, on an Application Form provided by Staff.
- 4.3 The applicant shall pay to the District the fees as prescribed in the District's Fees and Charges Bylaw, as amended from time to time.
- 4.4 The District may require a site visit or further information to be provided after the application has been submitted.
- 4.5 Applications shall contain all applicable information and generally follow the procedures as prescribed in the following Schedules, which are attached to, and form part of this Bylaw:
  - a) Procedures for Application to amend the **Official Community Plan and/or Zoning Bylaw** are outlined in **Schedule 1** of this Bylaw;
  - b) Procedures for Application for a **Development Permit** are outlined in **Schedule 2** of this Bylaw;
  - c) Procedures for Application for a **Development Variance Permits** (including permits deemed minor under section 5.2 of this Bylaw) are outlined in **Schedule 3** of this Bylaw; and
  - d) Procedures for Application for a **Temporary Use Permit** are outlined in **Schedule 4** of this Bylaw.
- 4.6 Applications will not be considered complete and will not be processed until all the necessary documentation and Application fees have been received.
- 4.7 Where an Application has been refused by Council or their Delegate referred to in Section 5, Staff shall notify the Applicant in writing within fifteen (15) days immediately following the date of refusal.
- 4.8 Applications that are refused by Council will not be reconsidered within six (6) months of refusal, unless Staff, has deemed the Application to be substantially different from that originally submitted.
- 4.9 Applications under this Bylaw shall be considered lapsed and a new Application shall be required, including payment of new Application fees, where:
  - a) The Applicant has not communicated and/or submitted requested outstanding materials or information within six (6) months of the date of receipt of correspondence from the District specifying the Application is incomplete and listing the outstanding information required to complete the Application. The date of receipt of correspondence is deemed to be seven days after it is mailed or emailed.
  - b) Prior to lapse of an Application, upon written request by an Applicant, Council may extend the deadline referred to in section 4.9(a) for a period of six (6) months from the date of request, by resolution.

## 5 DELEGATION

- 5.1 Council hereby delegates to the CAO (the 'Delegate') all the powers, duties, and functions of Council with respect to:
- a) Development permits pursuant to section 490 of the *Local Government Act*, except in the case of new Industrial or Commercial developments;
    - i. the Delegate will report to Council approved Development Permits made under S.51(a) through development updates during scheduled Council Meetings.
  - b) Development variance permits, if the variance is minor, pursuant to Section 498.1 of the *Local Government Act* regarding bylaws governing:
    - i. the siting, size, or dimensions of a building, mobile home, or other structure.
- 5.2 The criteria for determining whether a proposed variance is minor is as follows:
- a) Setback: the proposed variance to the setback from building(s), mobile home(s), or structure(s) to a property line result in a setback that is greater than, or equal to, 1.5 metres.
  - b) Height: the proposed variance to the height of building(s), mobile home(s), or structure(s) is 10% or less in excess of the allowed height as set out in the District's Zoning Bylaw for the applicable use and zone.
  - c) Parcel Coverage: the proposed variance to parcel coverage is 10% or less in excess of the allowed parcel coverage as set out in the District's zoning bylaw in the applicable zone (e.g. if the parcel coverage maximum is 50% a minor variance would be no greater than 55% (50% x 1.1)).
- 5.3 The Delegate must consider the following in deciding whether to issue a development variance permit and must not issue a development variance permit if, in their opinion, the proposed variance would result in any of the following:
- a) Inappropriate development of the site;
  - b) Adverse effects on the natural environment;
  - c) Substantial negative effects on the use and enjoyment of adjacent land;
  - d) Vary permitted uses and densities under the applicable bylaw; or,
  - e) Defeat the intent of the bylaw.
- 5.4 In the Delegate's sole discretion, the Delegate may refer any Application for a development permit or minor development variance permit to Council for decision.
- 5.5 All of the following apply to any decision by the Delegate under section 5.1:
- a) An Applicant that is dissatisfied with the decision made under section 5.1 is entitled to have the decision reconsidered by Council in accordance with this section;
  - b) An Applicant who wishes to have Council reconsider a decision must apply in writing to the Corporate Officer within thirty (30) days after the decision has been communicated by the District in writing to the Applicant, setting out all of the following:
    - i. the reasons why the Applicant wishes Council to reconsider the decision;
    - ii. the new decision the Applicant requests Council to make, with brief reasons to support the new decision; and
    - iii. a copy of any materials the Applicant considers relevant to the reconsideration.

- c) Council must reconsider the decision at a regular meeting of Council held within forty-five (45) days after the date on which the reconsideration request is delivered to the Corporate Officer.
- d) The Delegate must compile a report with a recommendation to be considered by Council.
- e) The Corporate Officer must:
  - i. place each reconsideration request on the agenda of a regular meeting of Council in accordance with section 5.5(c);
  - ii. before each reconsideration by Council, deliver to each Council member the materials that were provided by the Applicant in accordance with section 5.5(b) as well as a copy of the report from the Delegate in accordance with section 5.5(d).
- f) In reconsidering a decision, Council must consider the material that was considered by the Delegate in making the decision;
- g) At a reconsideration of a decision, the Applicant and any other person who is interested in the decision are entitled to be heard by Council;
- h) Council is entitled to adjourn a reconsideration of a decision;
- i) After having reconsidered a decision, Council must either confirm the decision or may set aside the decision and substitute the decision of Council.

5.6 The CAO is hereby delegated authority to execute Security Deposit agreements, including servicing agreements, on behalf of the District.

## 6 PUBLIC HEARING

6.1 A public hearing, in accordance with the *Local Government Act*:

- a) Is mandatory for Official Community Plan bylaws and amendments thereto;
- b) May be waived for a proposed zoning amendment which is consistent with the Official Community Plan;
- c) Is prohibited for a proposed residential zoning amendment if that zoning amendment:
  - i. is consistent with the Official Community Plan;
  - ii. is for residential development, in whole or in part; and
  - iii. where the residential component is at least half the gross floor area of all buildings and structures.

### Notice of Public Hearing

6.2 Notice of public hearing, or notice of no public hearing, must be given in accordance under Section 94 of the *Community Charter* and 466 of the *Local Government Act*.

## 7 NOTIFICATION

### Purpose of Notification Signs

7.1 For OCP and Zoning Bylaw Amendment (when applicable) applications, applicants are required to post a sign on the subject property to provide the general public with the basic facts relating to the application.

## Notification Sign Timing

- 7.2 Where a notification sign(s) is required to be posted in accordance with this bylaw in Section 7.1:
- a) the applicant shall post the notification sign(s) on the subject property within ten (10) days from the date of the first reading of the bylaw; and
  - b) shall be erected and approved as per section 7.4 at least fourteen (14) days prior to the date of a public hearing or public meeting date scheduled by Council; and
  - c) the applicant shall advise District staff once the sign(s) has been erected.
- 7.3 Signs shall remain in place until the bylaw is adopted or Council denies the application and must be removed within seven (7) days of a decision.
- 7.4 District staff will complete a site inspection to verify compliance with the sign requirements. All sign requirements must be complied with before an application can be taken forward to Council for consideration.

## Notification Sign Location & Siting

- 7.5 Signs are to be located adjacent to the street frontages with at least one sign on each street frontage. There shall be a minimum of one sign for every 150m of street frontage. No sign shall interfere with pedestrian or vehicular traffic or obstruct visibility from streets, lanes, walkways or driveways.
- 7.6 All signs must be installed and maintained by the Applicant in a sound, workmanlike manner, capable of withstanding wind and weather. Sign format and installation standards are as follows:
- a) Size: 4 ft. by 8 ft.
  - b) Structure & Materials: Sturdy weather resistant materials properly secured to posts
  - c) Contents: Must contain a legal map of the subject site and surrounding context. A description of the proposal and clearly display the date and time of any proposed public meeting (e.g. public hearing).

*\*Sample Sign for reference only*

THIS PROPERTY IS SUBJECT TO AN APPLICATION FOR:

# REZONING

From R (Residential ) to RM (Residential Multi-Family) with site specific exception to limit the maximum number of dwelling units or townhomes to six (6) with a maximum building height of eight (8) metres at Lot 3, Plan EPP111168 DL 1482 and 1483 located on Clary Road and shown hatched on the map on this Notice.

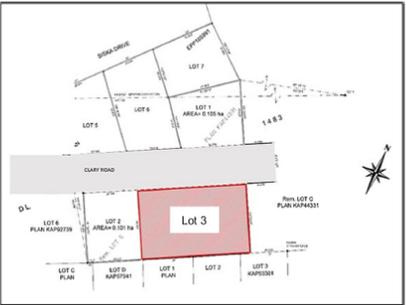
The Council of the District of Barriere will hold a Public Hearing pursuant to the provisions of the Local Government Act in Council Chambers at 4936 Barriere Town Rd. "The Ridge" as well as via zoom audio conference on March 14, 2022 commencing at 7:00 pm, to consider the following amendment to the District of Barriere Zoning Bylaw No. 111, Amendment Bylaw No. 212, Barriere, BC.

For More information please contact the District of Barriere  
250-672-9751

## NOTICE

### OF PUBLIC HEARING

### MARCH 14, 2022 - 7pm



## **Development Variance Permit**

- 7.7 At least ten (10) days prior to Council consideration of issuance of a development variance permit, excepting a development variance permit application deemed to be minor as per section 5.2 of this bylaw, District staff must mail or otherwise deliver notice to all owners within 40 metres of the subject property before the consideration of the resolution.

## **Notice of Temporary Use Permit**

- 7.8 Notice of consideration of a temporary use permit must be given in accordance of Section 94 of the *Community Charter*. If the permit alters use or density, notice must be mailed or otherwise delivered to all owners within 40 metres of the subject property at least ten (10) days before the consideration of the resolution.

## **Distance for Notice**

- 7.9 The specified distance for the notices required in the processing of each application in this bylaw shall be forty (40) metres from the property under application.

## **Notices Mailed or Otherwise Delivered**

- 7.10 Where notice requires letters to surrounding property owners, the District will provide the date, time, and location of the public hearing, or the meeting date where Council will consider the Application.

## **Electronic Notification**

- 7.11 For the purposes of notifying the public of proposed official community plan amendments and/or zoning amendments, and for temporary use permits, complete Applications may be listed on the District's website or other form of public notification as notice of proposal.

# **8 PROCESS FOR SECURITY DEPOSIT**

- 8.1 The *Local Government Act* enables the District to require a Security Deposit as a condition of the issuance of a development permit, development variance permit (including those deemed minor under section 5.2 of this Bylaw), and temporary use permit for the following purposes:
- a) To ensure that the performance of conditions associated with the issuance of development permit, development variance permit, or temporary use permit are completed to the District's satisfaction.
  - b) To remedy an unsafe condition that has resulted as a consequence of contravention of a condition in a development permit, development variance permit, or temporary use permit.
  - c) To remedy damages to the natural environment that has resulted as a consequence of contravention of a condition in a development permit, development variance, or temporary use permit remediation.

## **Form of Security Deposit**

- 8.2 A Security Deposit may be required as a condition of issuance in a form allowable under the *Local Government Act*, satisfactory to District Staff.

**Amount of Security Deposit**

- 8.3 The amount of a Security Deposit must be specified in the permit and will be calculated as follows:
  - a) Up to 125% of an itemized estimate or quote of the cost of work submitted by a landscape architect, qualified environmental professional, engineer, landscaping company or other professional or firm approved by District Staff, or
  - b) Up to 125% of the construction value prescribed by the Building Inspector on the Building Permit related to the cost of work.

**Return of Security Deposit**

- 8.4 If a permit is cancelled by the Applicant and no work has occurred related to the Security Deposit, the Security Deposit will be returned in full.
- 8.5 When works are required to be completed, the Applicant may contact staff to request inspection prior to obtaining refund of the Security Deposit. 80% of the Security Deposit shall be returned following initial inspection if the works have been completed to the satisfaction of the District. The remaining 20% of the Security Deposit will be withheld for a period of one (1) year following the completion of works to ensure they are maintained.
  - a. The District may require that any inspection to authorize the release of a Security Deposit be carried out by the landscape architect, qualified environmental professional, engineer, or other professional that provided recommendation, to ensure that the performance of conditions associated with the issuance of the development permit, development variance permit, or temporary use permit are completed as approved.

**9 SCHEDULES**

- 9.1 The following Schedules are attached to, and form part of this Bylaw:
  - a) Schedule 1: Procedures for Application to amend the Official Community Plan or Zoning Bylaw
  - b) Schedule 2: Procedures for Application for a Development Permit
  - c) Schedule 3: Procedures for Application for a Development Variance Permit
  - d) Schedule 4: Procedures for Application for a Temporary Use Permit

**10 REPEAL**

- 10.1 The “*District of Barriere Development Approval Procedures Bylaw No. 0049, 2009*”, and all its amendments, are hereby repealed.

READ A FIRST TIME this	9 <sup>th</sup>	DAY OF <b>February, 2026</b>
READ A SECOND TIME this	9 <sup>th</sup>	DAY OF <b>February, 2026</b>
READ A THIRD TIME this	9 <sup>th</sup>	DAY OF <b>February, 2026</b>
<b>ADOPTED this</b>		<b>DAY OF _____, 2026</b>

\_\_\_\_\_  
Mayor Rob Kerslake

\_\_\_\_\_  
Tasha Buchanan, Corporate Officer

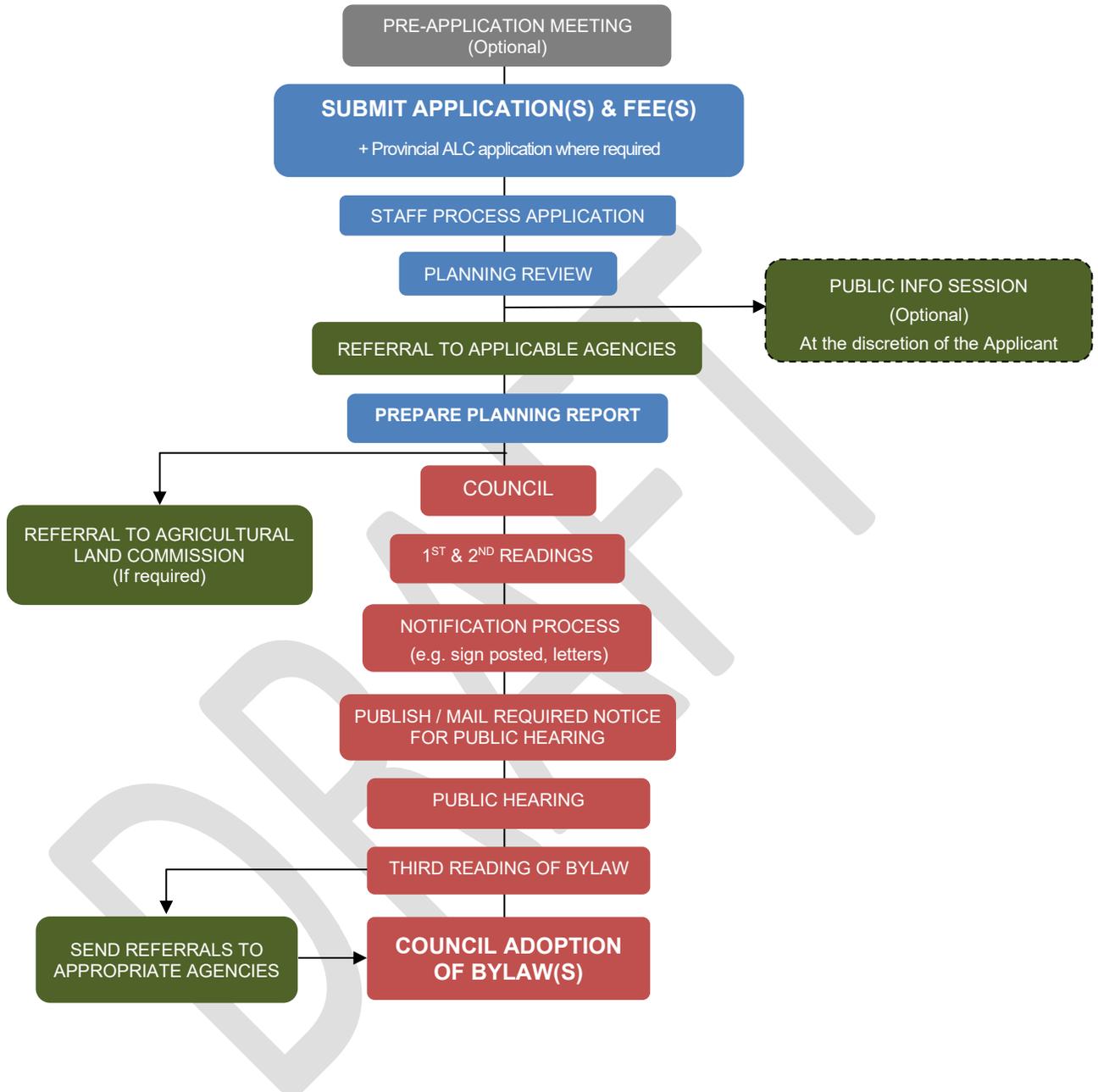
# **SCHEDULES**

DRAFT

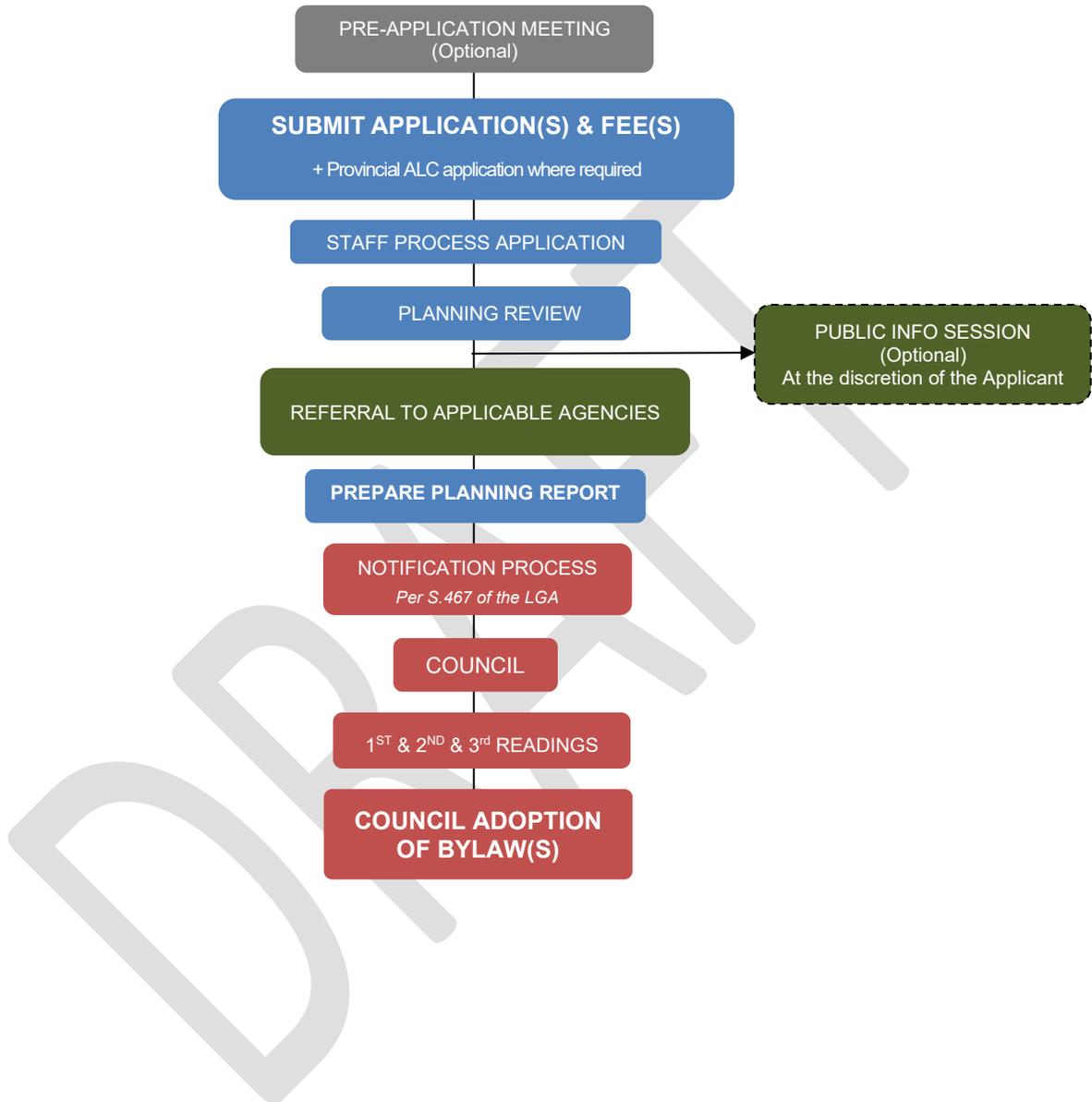
**Schedule 1: Procedures for Application to amend the Official Community Plan and Zoning Bylaw**

REQUIRED DOCUMENTATION	NOTES
1. Completed Application Form	<p>The Applicant will provide a completed Application Form as provided by the District, including agent authorization if not the property owner.</p> <p>Applicant will pay the prescribed Application Fee.</p>
2. Project Proposal	<p>The Applicant will provide detail about their development proposal and what changes to the current regulations are being requested, including any known effects on, or anticipated benefits to, adjacent properties.</p>
3. Site Plan	<p>A Site Plan shall be provided including:</p> <ul style="list-style-type: none"> <li>• location and siting of all proposed and existing development, including dimensions and measurements using the Metric System, from property lines; and</li> <li>• location and detail of existing rights of way, easements, and restrictive covenants.</li> </ul>
4. Site Profile	<p>A completed Site Profile is required for any property where it is reasonably known to have been used, or is currently being used, for commercial or industrial activity per <u>Schedule 2</u> of the <u>Environmental Management Act Contaminated Sites Regulation</u>.</p>
5. Title	<p>A State of Title Certificate dated within 30 days of the Application submission shall be provided by the Applicant.</p>
6. Additional Requirements	<p>Professional reports or other supportive material may be required by the District. Supportive material may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• traffic impact assessment</li> <li>• geotechnical assessment</li> <li>• land contour and topographic condition</li> <li>• infrastructure impact analysis</li> <li>• environmental assessment</li> <li>• property survey</li> <li>• drainage plan</li> <li>• fire flow assessment</li> <li>• civil engineering</li> <li>• slope assessment</li> <li>• forest fuel management prescription</li> </ul> <p>Required supportive material for development approval must be prepared by a Qualified Professional (QP) and provided at the Applicant's cost. Independent third-party review of supportive material may be initiated by the District at the Applicant's cost. The Applicant may be required to sign an agreement to pay the costs of the District's third-party review at market rates.</p>

# APPROVAL PROCESS FOR OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS



# APPROVAL PROCESS FOR ZONING BYLAW AMENDMENTS (CONFORMING TO OCP – NO PUBLIC HEARING)



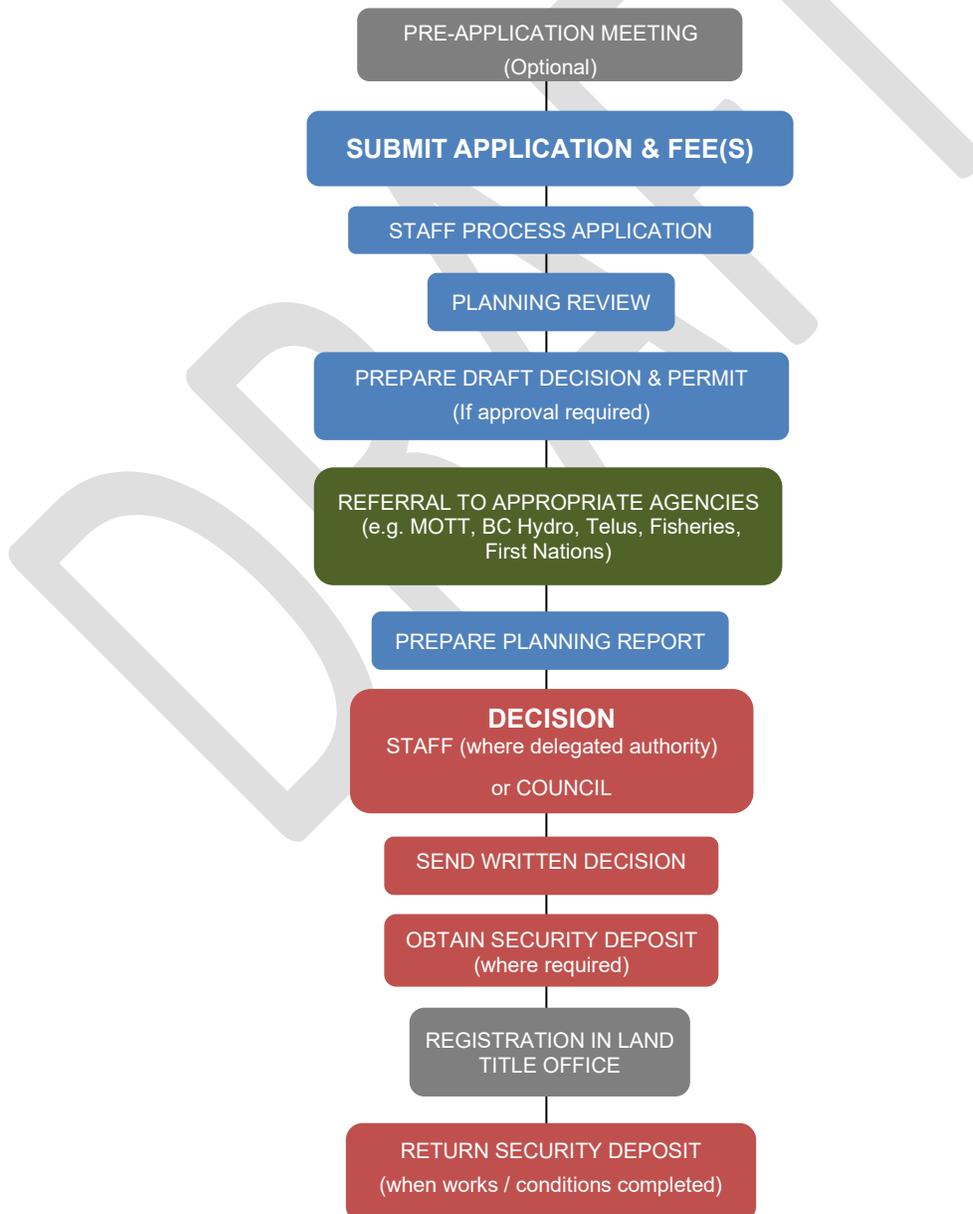
## Schedule 2: Procedures for Application for a Development Permit

REQUIRED DOCUMENTATION	NOTES
1. Completed Application Form	<p>Applicant will provide a completed Application Form as provided by the District, including agent authorization if not the property owner.</p> <p>Applicant will pay the prescribed Application fee.</p>
2. Project Proposal	<p>Applicant will provide detail as to their development proposal.</p>
3. Site Plan	<p>Applicant will provide a detailed site plan for each property under Application, including:</p> <ul style="list-style-type: none"> <li>• location and siting of all proposed and existing development on the property, including dimensions and measurements using the Metric System, from property lines;</li> <li>• location and detail of existing rights of way, easements, and restrictive covenants;</li> <li>• location, siting and dimensions of any proposed screening, landscaping or other improvements;</li> <li>• standard building elevation drawings;</li> <li>• additional site plan requirements may include landscape and streetscape drawings.</li> </ul>
4. Site Profile	<p>A completed site profile is required for any property where it is reasonably known to have been used, or is currently being used, for commercial or industrial activity per Schedule 2 of the <i>Environmental Management Act</i> Contaminated Sites Regulation</p>
5. Title	<p>A state of title certificate dated within 30 days of the Application submission shall be provided.</p>
6. Additional Requirements	<p>Professional reports or other supportive material may be required by the District. Supportive material may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• traffic impact assessments</li> <li>• geotechnical assessments</li> <li>• land contour and topographic condition</li> <li>• infrastructure impact analysis</li> <li>• environmental assessments</li> <li>• property survey</li> <li>• drainage plan</li> <li>• fire flow assessment</li> <li>• civil engineering</li> <li>• slope assessment</li> <li>• forest fuel management prescription</li> </ul> <p>Required supportive material for development approval must be prepared by a Qualified Professional (QP) and provided at the Applicant's cost. Independent third-party review of supportive material may be initiated by the District at the Applicant's cost. The Applicant may be required to sign an agreement to pay the costs of the District's third-party review at market rates.</p>

## APPROVAL PROCESS FOR DEVELOPMENT PERMITS

Unless otherwise exempted from the requirement to obtain a development permit by the official community plan, an owner of land designated as a development permit area in the official community plan must obtain a development permit before subdividing land; constructing, adding to, or altering a Structure as defined in the District's zoning bylaw; or altering land in an area designated for the protection of the natural environment or hazardous area.

Staff will review the completed Application and may recommend conditions including a requirement for a Security Deposit to provide assurance of performance, requirements of the District's Subdivision and Development Servicing Bylaw, as amended, any other applicable Bylaw of the District's in effect at the time of Application, or any applicable provincial legislation.



### Schedule 3: Procedures for Application for a Development Variance Permit

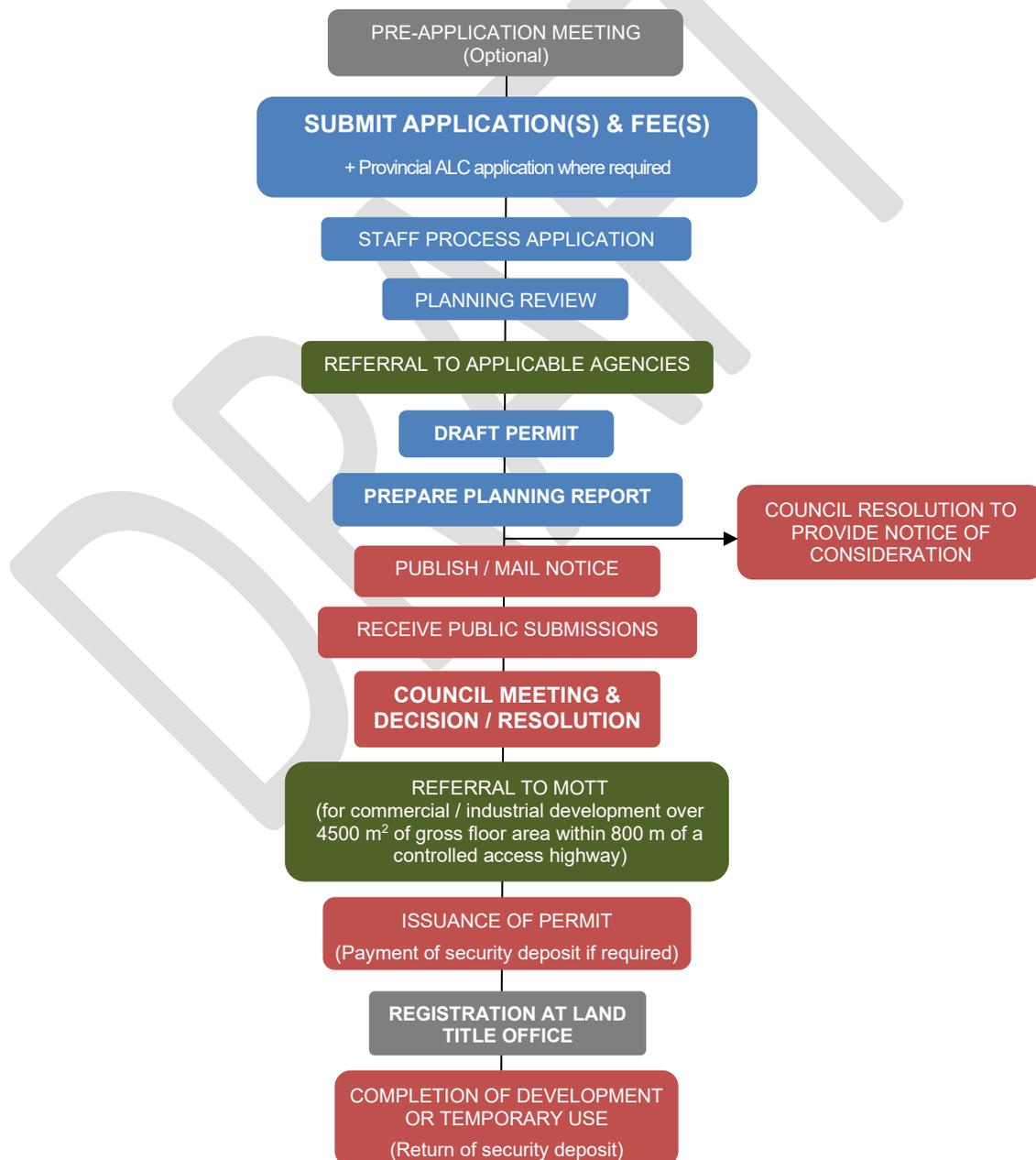
REQUIRED DOCUMENTATION	NOTES
1. Completed Application Form	<p>Applicant will provide a completed Application Form as provided by the District, including agent authorization, if not the property owner.</p> <p>Applicant will pay the prescribed Application fee.</p>
2. Project Proposal	<p>Applicant will provide detail as to their development proposal and what variances to the current regulations are being requested. Applicants should include any known effects on, or anticipated benefits to, adjacent properties.</p> <p>Development variance permit Applications shall be considered only for the District's zoning bylaw, sign bylaw, or subdivision development and servicing bylaw. Common variances include: setback variances; parking variances; oversized signs; height; and site coverage. Each proposed variance Application is considered on a site-specific basis to determine the potential impacts of varying the bylaw regulation. A variance permit may not vary density or use.</p>
3. Site Plan	<p>Applicant will provide a detailed site plan for each property under Application, including:</p> <ul style="list-style-type: none"> <li>• location and siting of all proposed and existing development, including dimensions and measurements using the Metric System, from property lines; and</li> <li>• location and detail of existing rights of way, easements, and restrictive covenants.</li> </ul>
4. Title	<p>A state of title certificate dated within 30 days of the Application submission shall be provided by the Applicant.</p>
5. Site Profile	<p>A completed site profile is required for any property where it is reasonably known to have been used, or is currently being used, for commercial or industrial activity per <u>Schedule 2</u> of the <u>Environmental Management Act Contaminated Sites Regulation</u>.</p>
6. Additional Requirements	<p>Professional reports or other supportive material may be required by the District.</p> <p>Required supportive material for development approval must be prepared by a Qualified Professional (QP) and provided at the Applicant's cost. Independent third-party review of supportive material may be initiated by the District at the Applicant's cost. The Applicant may be required to sign an agreement to pay the costs of the District's third-party review at market rates.</p>

## PROCESS FOR TEMPORARY USE PERMIT APPROVAL FOR APPLICATIONS MADE WITHIN AN OFFICIAL COMMUNITY PLAN AND DEVELOPMENT VARIANCE PERMITS

Staff will review the completed Application and may impose conditions including a requirement for a Security Deposit to provide assurance of performance, requirements of the District's Subdivision and Development Servicing Bylaw, any other applicable Bylaw of the District's in effect at the time of Application, or any applicable provincial legislation. Development variance permits deemed minor under section 5.2 of this bylaw may be decided by the Delegate and are not subject to a notification period.

### For all development variance permits:

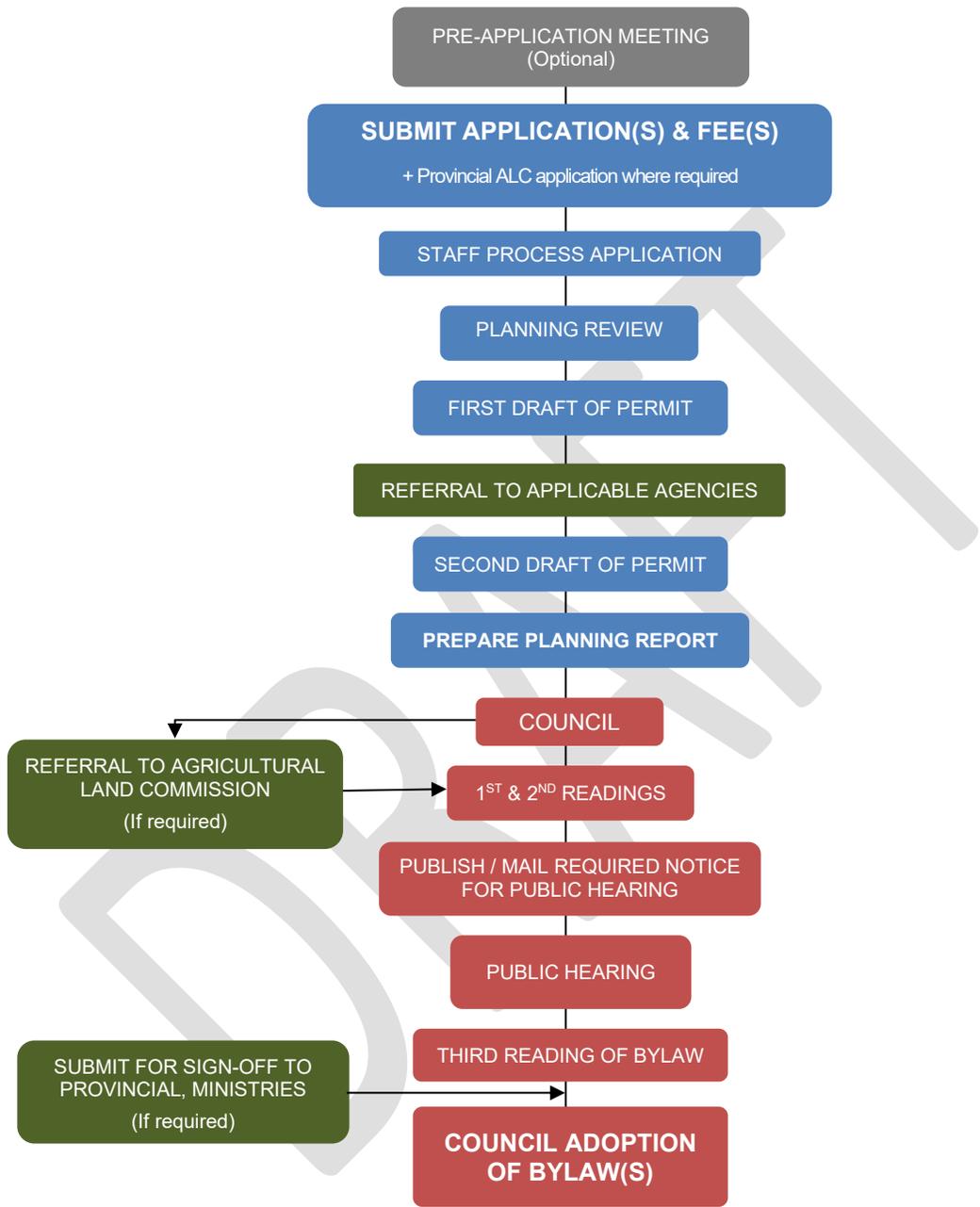
- If applicable, a Security Deposit must be received prior to the issuance of the development variance permit. Staff register a notice of the approved development variance permit in the Land Titles Office.



**Schedule 4: Procedures for Application for a Temporary Use Permit**

REQUIRED DOCUMENTATION	NOTES
1. Completed Application Form	<p>Applicant will provide a completed Application Form as provided by the District, including agent authorization if not the property owner.</p> <p>Applicant will pay the prescribed Application fee.</p>
2. Project Proposal	<p>Applicant will provide details as to their development proposal and the seasonal or temporary nature of the proposal. Applicants should include any anticipated benefits or impacts to the District and surrounding property owners.</p>
3. Site Plan	<p>Applicant will provide a detailed site plan for each property under Application, including:</p> <ul style="list-style-type: none"> <li>• location and siting of all proposed and existing development, including dimensions and measurements using the Metric System, from property lines; and</li> <li>• location and detail of existing rights of way, easements, and restrictive covenants.</li> </ul>
4. Site Profile	<p>A completed site profile is required for any property where it is reasonably known to have been used, or is currently being used, for commercial or industrial activity per <u>Schedule 2 of the Environmental Management Act Contaminated Sites Regulation</u></p>
5. Title	<p>A state of title certificate dated within 30 days of the Application submission shall be provided by the Applicant.</p>
6. Additional Requirements	<p>Professional reports or other supportive material may be required by the District. Supportive material may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>• traffic impact assessments</li> <li>• geotechnical assessments</li> <li>• land contour and topographic condition</li> <li>• infrastructure impact analysis</li> <li>• environmental assessments</li> <li>• property survey</li> <li>• drainage plan</li> <li>• fire flow assessment</li> <li>• civil engineering</li> <li>• slope assessment</li> <li>• forest fuel management prescription</li> </ul> <p>Required supportive material for development approval must be prepared by a Qualified Professional (QP) and provided at the Applicant's cost. Independent third-party review of supportive material may be initiated by the District at the Applicant's cost. The Applicant may be required to sign an agreement to pay the costs of the District's third-party review at market rates.</p>

**PROCESS FOR TEMPORARY USE PERMIT APPROVAL FOR APPLICATIONS MADE OUTSIDE AN OFFICIAL COMMUNITY PLAN**



## **DISTRICT OF BARRIERE**

### **BYLAW NO. 0049**

#### **A BYLAW TO ESTABLISH DEVELOPMENT APPROVAL PROCEDURES**

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WHEREAS pursuant to the Local Government Act Council may, by bylaw, set development approval procedures;

The Council of the District of Barriere, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as the “District of Barriere Development Approval Procedures Bylaw No. 0049, 2009”.

2. PURPOSE

2.1 Applications for the following shall be submitted to the District of Barriere and shall substantially be in the form of application attached hereto as Schedule “A”:

- a) amendments to Official Community Plans;
- b) amendments to Zoning Bylaws;
- c) amendments to Land Use Contracts;
- d) the issuance of Development Variance Permits;
- e) the issuance of Development Permits; or
- f) the issuance of Temporary Commercial or Industrial Use Permits.

3. APPLICATION FORM AND FEES

3.1 The application form must be fully completed and at the time of application the applicant shall pay to the District an application fee in the amount as set out in Schedule “B”.

4. PROCESSING OF APPLICATIONS

4.1 Official Community amendments shall be processed substantially as illustrated by the flowchart attached hereto as Schedule “C”.

4.2 Zoning Bylaw amendments shall be processed substantially as illustrated by the flowchart attached hereto as Schedule “C”.

- 4.3 Land Use Contract amendments relating to density or use shall be processed substantially as illustrated by the flowchart attached hereto as Schedule “C”.
- 4.4 Development Permits shall be processed substantially as illustrated by the flowchart attached hereto as Schedule “D”.
- 4.5 Development Variance Permits shall be processed substantially as illustrated by the flowchart attached hereto as Schedule “E”.
- 4.6 Temporary Commercial or Industrial Use Permits shall be processed substantially as illustrated by the flowcharts attached hereto as Schedules “E” and “F”.
5. FORM OF PERMIT
- 5.1 Development Variance Permits shall be substantially in the form of permit attached hereto as Schedule “G”.
- 5.2 Development Permits shall be substantially in the form of permit attached hereto as Schedule “H”.
- 5.3 Temporary Commercial or Industrial Use Permits shall be substantially in the form of permit attached hereto as Schedule “I”.
6. DISTANCE FOR NOTICE
- The specified distance for the notices required in the processing of each application in this bylaw shall be one hundred (100) metres from the property under application.
7. NOTIFICATION SIGNS
- Applications for the following:
- a) amendments to the Official Community Plan;
  - b) amendments to the Zoning Bylaw; or
  - c) amendments to Land Use Contracts
- Are required to install a notification sign on the subject property within ten (10) days from the date the completed application is submitted as shown on Schedule J attached to and forming part of this Bylaw.
8. SUNDRY
- 8.1 Schedules “A”, “B”, “C”, “D”, “E”, “F”, “G”, “H”, “I” and “J” attached hereto are incorporated in and form part of this bylaw.

## 9. RIPARIAN AREAS REGULATION

Any application which will authorize or approve development within a riparian assessment area (as defined in Section 9.1) must complete and submit an Assessment Report prepared by a Qualified Environmental Professional (QEP) in conformity with the provisions of the Riparian Areas Regulation (RAR).

9.1 “Riparian assessment area” is defined as:

- a) for a stream, the 30 m strip on both sides of the stream, measured from the high water mark;
- b) for a ravine less than 60 m wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 m beyond the top of the ravine bank; and
- c) for a ravine 60 m wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 m beyond the top of the ravine bank.

9.2 “Stream” is defined as including any of the following that provides fish habitat:

- a) a watercourse, whether it usually contains water or not;
- b) a pond, lake, river, creek or brook; or
- c) a ditch, spring, or wetland that is connected by surface flow to something referred to in Sections 9.2 (a) or (b).

Read for a first time this 1<sup>st</sup> day of June , 2009.

Read for a second time this 1<sup>st</sup> day of June , 2009.

Read for a third time this 1<sup>st</sup> day of June , 2009.

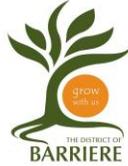
**Reconsidered and adopted this 15<sup>th</sup> day of June , 2009.**

Original signed by Mayor Mike Fennell  
Mayor

Original signed by Wayne Vollrath  
Chief Administrative Officer

**SCHEDULE 'A'**

**DISTRICT OF BARRIERE**



**District of Barriere  
Box 219  
4936 Barriere Town Road V0E-1E0**

**Telephone: 1-250-672-9751  
1-866-672-9751  
Fax: 1-250-672-9708**

**APPLICATION FOR DEVELOPMENT**

**1.**

PROPERTY'S OWNER'S NAME (PLEASE PRINT)	AUTHORIZED AGENT OF OWNER (PLEASE PRINT)
ADDRESS OF OWNER	ADDRESS OF AGENT
CITY/TOWN/VILLAGE	CITY/TOWN/VILLAGE
POSTAL CODE	POSTAL CODE
TELEPHONE NO.	TELEPHONE NO.
FAX NO.	FAX NO.
EMAIL ADDRESS:	EMAIL ADDRESS:

**2.**

FULL LEGAL DESCRIPTION OF EACH PROPERTY UNDER APPLICATION	APPROXIMATE AREA OF EACH LOT (IN METRIC)
TOTAL AREA (IN METRIC)	

3. Street address for property: \_\_\_\_\_

**SCHEDULE 'A'**

4. This is an application for:
- An Official Community Plan Amendment.  
If so, what is the proposed designation? \_\_\_\_\_
  - Rezoning. If so, what is the proposed Zoning? \_\_\_\_\_
  - A Land Use Contract Amendment.
  - A Development Variance Permit. What Section(s) require amending? \_\_\_\_\_
  - A Development Permit.
  - A Temporary Commercial or Industrial Use Permit
5. Existing Zone \_\_\_\_\_  
Existing Official Community Plan Designation \_\_\_\_\_
6. Describe the existing use of the subject property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Describe the existing land use and buildings on all lots adjacent to and surrounding the subject property:
- a) North \_\_\_\_\_
  - b) East \_\_\_\_\_
  - c) South \_\_\_\_\_
  - d) West \_\_\_\_\_
8. Describe the proposed development of the subject property and any variances or amendments to existing plans, bylaws or permits that are necessary to accomplish the proposed development: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Describe the services available to the subject property or the possibility of providing services:
- a) Roads \_\_\_\_\_
  - b) Water \_\_\_\_\_

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**SCHEDULE ‘A’**

- c) Sewage Disposal \_\_\_\_\_
  - d) Others \_\_\_\_\_
10. Is the subject property affected by the Agricultural Land Reserve? Yes \_\_\_\_ No \_\_\_\_
11. Is the subject property affected by Contaminated Sites? Yes \_\_\_\_ No \_\_\_\_  
(if yes, please fill out attached Site Profile.)
12. This application must be fully completed and supported by the following documents:
- a) A State of Title Certificate from the Land Titles Office.
  - b) A fee made payable to the District of Barriere as per Schedule “B” of Bylaw No. 0049, 2009.
  - c) Two Plans to appropriate scale showing the following in metric:
    - i) boundaries and dimensions of subject property;
    - ii) size and location of existing and proposed building(s) on the site(s) including distances to the boundary lines of the property;
    - iii) location and name of road(s) adjacent to the property;
    - iv) north arrow and scale;
    - v) location of bodies of water adjacent to or on the site(s);
    - vi) topographic information in the form of contours or spot elevations;
    - vii) high water mark of any adjacent stream, river or lake;
    - viii) proposed subdivision layout showing the number and approximate location of lots; and
    - ix) any other information as required in order to obtain as much information as possible regarding the proposed development.
  - d) Detailed description of access to the subject property, including:
    - i) traffic site plan;
    - ii) name of the closest major highway;
    - iii) point of intersection with access road; and
    - iv) distances and landmarks.

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**SCHEDULE 'A'**

13. Any other information or comments: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

I hereby declare the information contained herein is, to the best of my knowledge, factual and correct.

\_\_\_\_\_

\_\_\_\_\_  
(Signature of Owner(s)/Agent\*)

\_\_\_\_\_  
(Date)

**\*(If agent is handling application, please supply written authorization from owner.)**

**SCHEDULE “B”**

**FEE SCHEDULE**

1. Every application for amendment to an Official Community Plan shall be charged a fee of Seven Hundred Fifty Dollars (\$750.00)
2. Every application for amendment to a Zoning Bylaw shall be charged a fee of Seven Hundred Fifty Dollars (\$750.00). In addition, there shall be a supplementary charge of \$5.00 for each parcel or dwelling unit in excess of 3 parcels or dwelling units as prescribed in the parcel size and/or density provisions of the respective zone.
3. Every application for amendment to a Land Use Contract that requires a public hearing shall be charged a fee of Seven Hundred Fifty Dollars (\$750.00).
4. Every application for amendment to an Official Community Plan in conjunction with an application for amendment to the Zoning Bylaw and/or a Land Use Contract shall be charged a fee of Seven Hundred Fifty Dollars (\$750.00).
5. Every application for a Development Variance Permit or Development Permit shall be charged a fee of Two Hundred Fifty Dollars (\$250.00).
6. Every application for a Temporary Commercial or Industrial Use permit shall be charged a fee of Two Hundred Fifty Dollars (\$250.00).

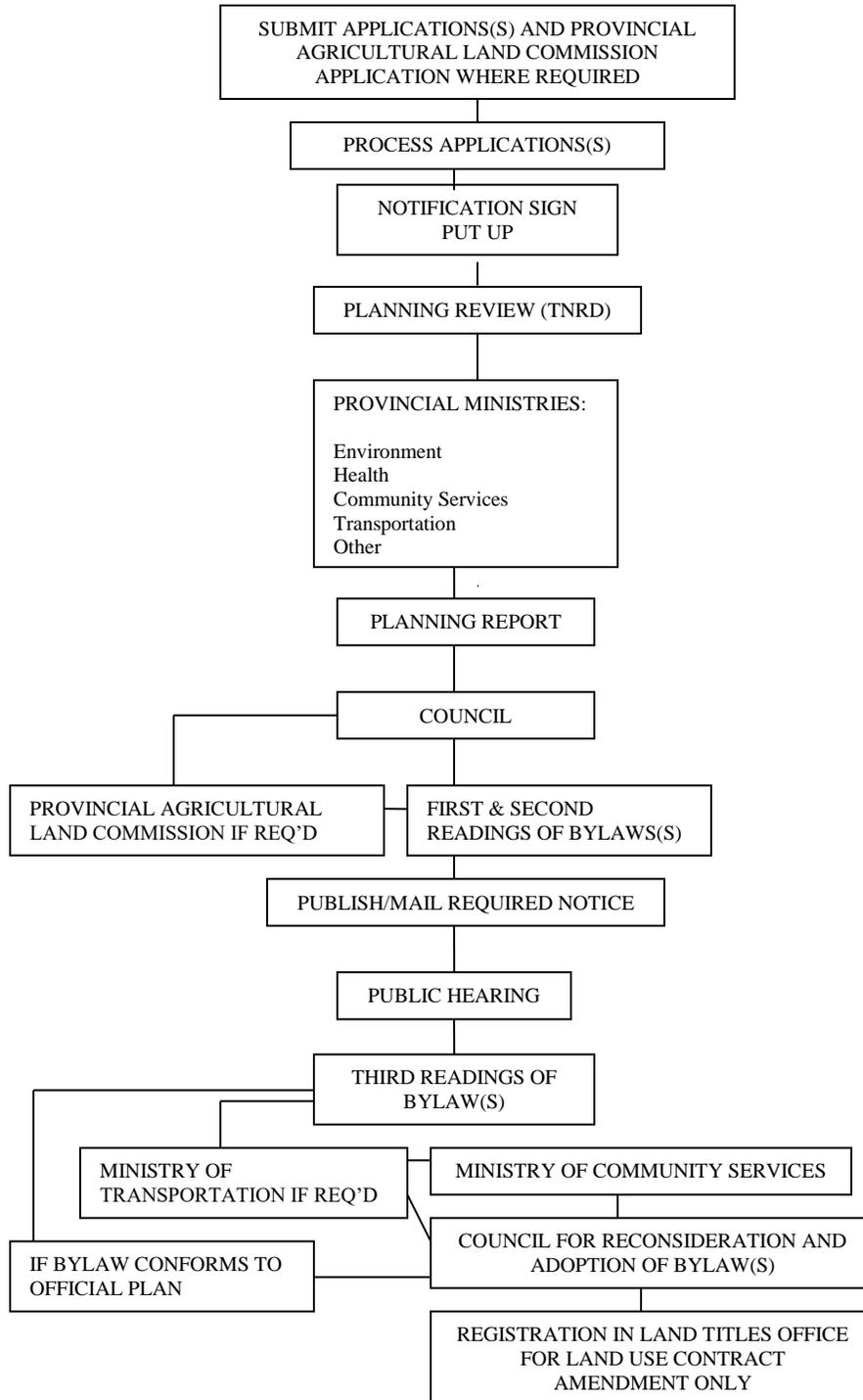
**FEE PAYMENT AND REFUND PROCEDURE**

1. Every application shall be accompanied by the full payment as determined in accordance with the fee schedule.
2. There shall be no refunds except when any of the following is refused or withdrawn prior to advertising the required notice in a newspaper:
  - a) an application for amendment to an Official Community Plan; or
  - b) an application for amendment to the Zoning Bylaw; or
  - c) an application for amendment to a Land Use Contract involving a public hearing;
  - d) or an application for a Temporary Commercial or Industrial Use Permit.

**The amount of refund in the above situations shall be Three Hundred Seventy Five Dollars (\$375.00) if the original fee was Seven Hundred Fifty Dollars (\$750.00).**

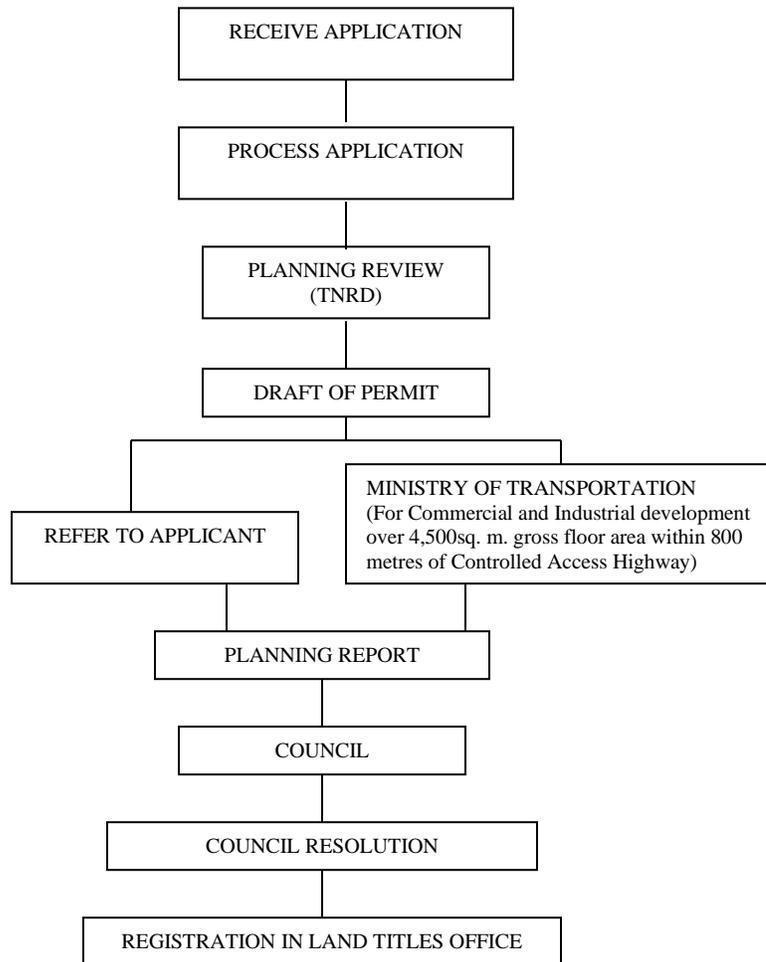
**SCHEDULE “C”**

**APPROVAL PROCESS FOR OFFICIAL COMMUNITY PLAN, ZONING BYLAW AND  
LAND USE CONTRACT AMENDMENTS**



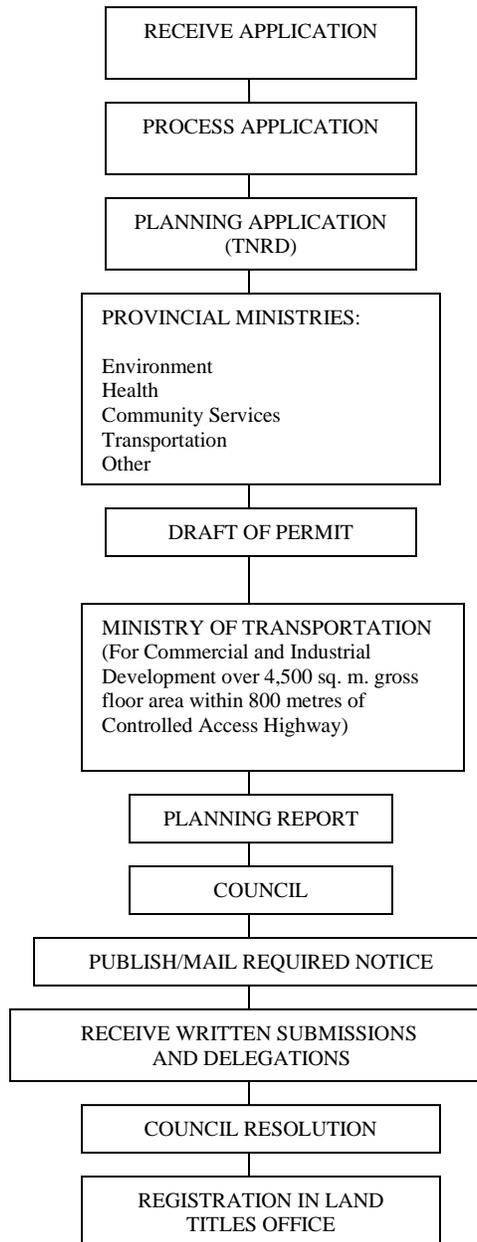
**SCHEDULE “D”**

DEVELOPMENT PERMIT APPROVAL PROCESS



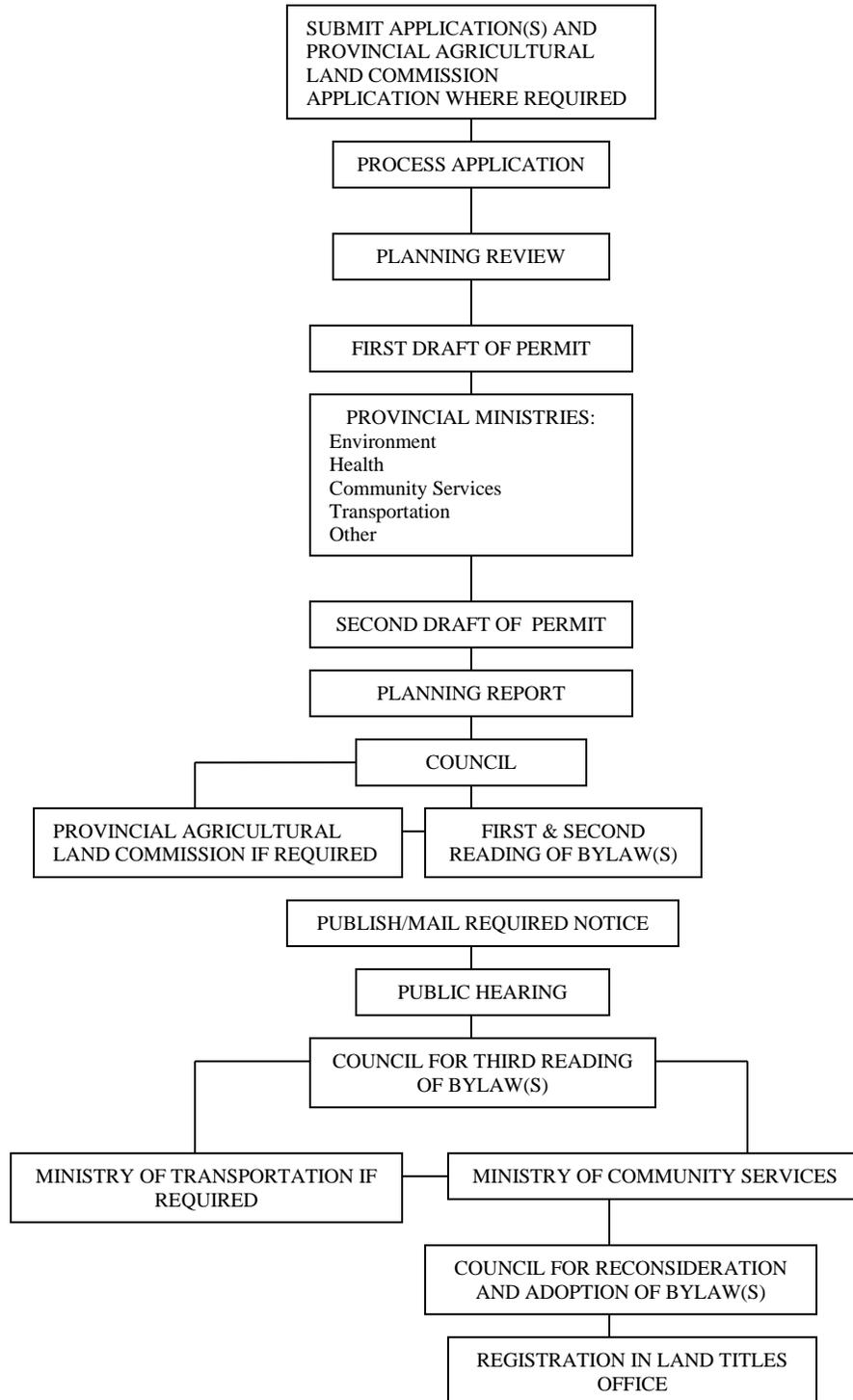
**SCHEDULE “E”**

**TEMPORARY COMMERCIAL OR INDUSTRIAL USE PERMIT  
APPROVAL PROCESS FOR APPLICATIONS MADE WITHIN  
AN OFFICIAL COMMUNITY PLAN AND DEVELOPMENT VARIANCE PERMITS**



**SCHEDULE “F”**

**TEMPORARY COMMERCIAL OR INDUSTRIAL USE  
PERMIT APPROVAL PROCESS FOR APPLICATIONS MADE  
OUTSIDE AN OFFICIAL COMMUNITY PLAN**



**SCHEDULE “G”**

DISTRICT OF BARRIERE  
DEVELOPMENT VARIANCE PERMIT NO. \_\_\_\_\_

Permittee:

Address:

Application No.:

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the District applicable thereto, except as specifically varied or supplemented by this Development Variance Permit.

2. This Development Variance Permit applies to and only to those lands within the District described below, and any and all building, structures and other development thereon:

*(Legal Description of Property)*

as shown outlined in red on the map attached hereto as Schedule “A”.

3. The Zoning Bylaw of the District is varied as follows:

*(Insert Variations)*

4. The development shall be carried out according to the following time schedule:

*(Set out Time Schedule for Development)*

5. As a condition of the issuance of this Development Variance Permit, the District is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Development Variance Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the development hereby authorized, according to the terms and conditions of this Development Variance Permit within the time provided, the District may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permittee, or should the Permittee carry out the development permitted by this Development Variance Permit within the time set out above, the security shall be returned to the Permittee. There is filed accordingly:

a) An Irrevocable Letter of Credit in the amount of \$ \_\_\_\_\_;

b) A Certified Cheque in the amount of \$ \_\_\_\_\_; or

c) A Bank Draft in the amount of \$ \_\_\_\_\_.

6. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Development Variance Permit and any plans and specifications attached to this Development variance Permit shall form a part hereof.

**SCHEDULE “G” con’t**

7. If the Permittee does not commence the development permitted by this Development Variance Permit within six (6) months of the date of the authorization of this Development Variance Permit, this Development Variance Permit shall lapse.
8. Any application to amend this Development Variance Permit shall be considered as a new application.
9. This Development Variance Permit is not a Building Permit.

**Site Plan Approved by the Ministry of Transportation this                      day of                      , 20\_\_.**

\_\_\_\_\_

**Authorizing resolution passed by the Council this                      day of                      , 20\_\_.**

**Certified Correct:**

\_\_\_\_\_  
**Corporate Administrator**

**SCHEDULE “H”**

DISTRICT OF BARRIERE  
DEVELOPMENT PERMIT NO. \_\_\_\_\_

Permittee:

Address:

Application No:

1. This Development Permit is issued subject to compliance with all the bylaws of the District applicable thereto, except as specifically varied or supplemented by this Development Permit.
2. This Development Permit applies to and only to those lands within the District described below, and any and all buildings, structures and other development thereon:  
*(Legal Description of Property)*  
  
as shown outlined in red on the map attached hereto as Schedule “A”.
3. The development shall be carried out according to the following time schedule:  
*(Set out Time Schedule for Development)*
4. As a condition of the issuance of this Development Permit, the District is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Development Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the development hereby authorized, according to the terms and conditions of this Development Permit within the time provided, the District may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permittee, or should the Permittee carry out the development permitted by this Development Permit within the time set out above, the security shall be returned to the Permittee. There is filed accordingly:
  - a) An Irrevocable Letter of Credit in the amount of \$\_\_\_\_\_;
  - b) A Certified Cheque in the amount of \$\_\_\_\_\_; or
  - c) A Bank Draft in the amount of \$\_\_\_\_\_.
5. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Development Permit and any plans and specifications attached to this Development Permit shall form a part hereof.

**SCHEDULE “H” con’t**

6. If the Permittee does not commence the development permitted by this Development Permit within six (6) months of the date of the authorization of this Development Permit, this Development Permit shall lapse.
7. Any application to amend this Development Permit shall be considered as a new application.
8. This Development Permit is not a Building Permit.

**Site Plan Approved by the Ministry of Transportation this                    day of                    , 20\_\_.**

\_\_\_\_\_

**Authorizing resolution passed by the Council this                    day of                    , 20\_\_.**

**Certified Correct:**

\_\_\_\_\_  
**Corporate Administrator**

**SCHEDULE “I”**

DISTRICT OF BARRIERE  
TEMPORARY COMMERCIAL OR INDUSTRIAL USE PERMIT NO. \_\_\_\_\_  
PERMIT FOR TEMPORARY COMMERCIAL OR INDUSTRIAL USE

Permittee:

Address:

Application No.:

1. This Temporary Use permit is issued subject to the compliance with all of the bylaws of the District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Temporary Use Permit applies to and only to those lands within the District described below, and any and all buildings, structures and other development thereon:  
*(Legal Description of Property)*  
  
as shown outlined in red on the map attached hereto as Schedule “A”.
3. In addition to the existing provisions of the Zoning Bylaw, the following use(s) is/are permitted:  
*(List specific Commercial or Industrial Uses)*
4. The above use(s) is/are subject to the following conditions:  
*(Insert all conditions of use applicable to the subject property(ies))*
5. As a condition of the issuance of this Temporary Use Permit, the Council is holding the security set out below to ensure that the development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the development hereby authorized, according to the terms and conditions of this Temporary Use Permit within the time provided, the District may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permittee, or should the Permittee carry out the development permitted by this Temporary Use Permit within the time set out above, the security shall be returned to the Permittee. There is filed accordingly:
  - a) An Irrevocable Letter of Credit in the amount of \$\_\_\_\_\_;
  - b) A Certified Cheque in the amount of \$\_\_\_\_\_; or
  - c) A Bank Draft in the amount of \$\_\_\_\_\_.

**SCHEDULE “I” con’t**

6. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this Temporary Use Permit and any plans and specifications attached to this Temporary use Permit shall form a part hereof.
7. This Temporary Use Permit expires on \_\_\_\_\_.
8. Any application to amend this Temporary Use Permit shall be considered as a new application.
9. This Temporary Use Permit is not a Building Permit.

**Site Plan Approved by the Ministry of Transportation this                      day of                      , 20\_\_.**

\_\_\_\_\_

**Authorizing resolution passed by Council this                      day of                      , 20\_\_.**

**Certified Correct:**

\_\_\_\_\_  
**Corporate Administrator**



**District of Barriere**  
**REPORT TO COUNCIL**  
**Request for Decision**

<b>Date:</b> February 2, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Corporate Officer
<b>Re: DRAFT Development Approvals Procedures Bylaw No. 269</b>	
<b>Recommendation: THAT Council give first three readings to Draft Development Applications Procedures Bylaw No. 269 that includes the repeal of the current District of Barriere Development Approval Procedures Bylaw No. 0049, 2009, including all Schedules.</b>	

**Purpose**

The purpose of this report is to present Draft Development Applications Procedures Bylaw No. 269 to Council for consideration. The proposed bylaw repeals and replaces the District’s current Development Approval Procedures Bylaw No. 0049, adopted in 2009, and establishes a modern, comprehensive, and legislatively aligned framework for the processing of development-related applications.

**Background**

The current Development Approval Procedures Bylaw No. 0049 was adopted in 2009 and has not undergone a comprehensive update since that time. While incremental legislative changes have occurred at the Provincial level, the existing bylaw relies on outdated terminology, references superseded legislation, and contains application processes and schedules that no longer reflect current best practices in development approvals.

In 2024–2025, the District undertook a comprehensive Development Approvals Procedures Review, completed by TRUE Consulting, with funding support secured through a successful Provincial grant. This review assessed the District’s existing development approvals framework, internal processes, application requirements, and public notification practices, and provided detailed recommendations to improve clarity, transparency, efficiency, and legislative compliance. The review was presented to Council for review in September of 2025 and Council directed staff to prepare an updated Bylaw draft for consideration.

As directed by Council, Draft Development Applications Procedures Bylaw No. 269 has been prepared directly in response to the recommendations of the TRUE Consulting review and reflects current provincial legislation, including amendments to the *Local Government Act*, as well as contemporary best practices used by local governments across British Columbia.

**Discussion**

**Summary of the Proposed Bylaw**

Draft Bylaw No. 269 is intended to codify the development application process by clearly outlining:

- ✓ The types of development applications accepted by the District (OCP amendments, Zoning Bylaw

- ✓ amendments, Development Permits, Development Variance Permits, and Temporary Use Permits);
- ✓ The application requirements and submission procedures for applicants;
- ✓ How applications are reviewed and processed by District staff and Council;
- ✓ The applicable legislative authority for each application type;
- ✓ Notification and public engagement requirements;
- ✓ Delegated authority to staff where permitted under legislation; and
- ✓ The use and administration of security deposits.

The bylaw improves transparency for applicants and the public while providing staff with clear procedural authority and consistency in processing development applications.

It is important to note that Draft Bylaw No. 269 is procedural in nature and does not regulate the technical standards of subdivision or infrastructure installation. Those technical requirements (including servicing standards, construction specifications, warranty periods, and service agreements) will be addressed through a separate *Subdivision and Development Bylaw*, which is currently under development and is anticipated to be presented to Council for consideration in a future Council meeting, likely in the spring.

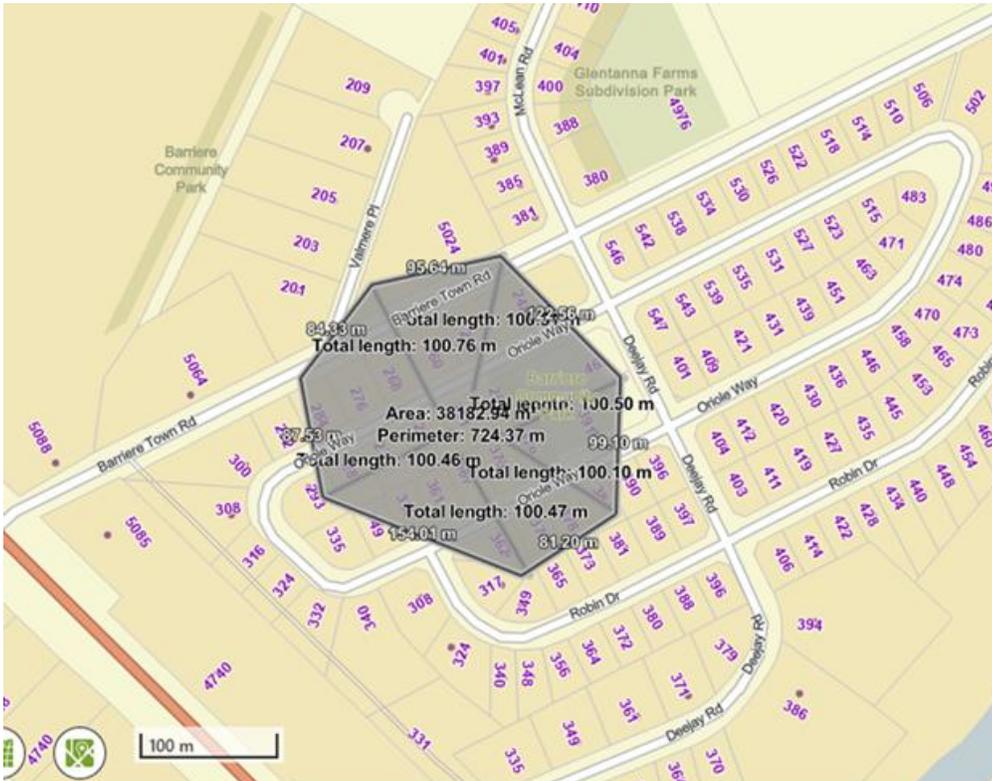
### Key Differences Between Bylaw No. 0049 (2009) and Draft Bylaw No. 269

The table below summarizes the key differences between the current bylaw and the proposed replacement:

Area	Bylaw No. 0049 (2009)	Draft Bylaw No. 269
Legislative Framework	References outdated provisions and terminology	Fully aligned with current <i>Local Government Act</i> provisions
Structure & Clarity	Relies heavily on forms and flowcharts spread across multiple schedules	Consolidated, clearly written procedures with structured schedules by application type
Application Scope	Includes Land Use Contracts (now obsolete)	Removes Land Use Contracts and reflects current planning tools
Application Requirements	Generic application form and limited clarity on required materials	Detailed, application-specific requirements, including professional studies where applicable
Delegation of Authority	No clear delegation provisions	Explicit delegation to CAO/Designate for Development Permits and minor Development Variance Permits, consistent with legislation & best practices
Minor Variance Criteria	Not defined	Clearly defines criteria for what constitutes a “minor” development variance
Public Hearing Rules	Based on pre-2023 legislative framework	Reflects updated provincial legislation regarding when public hearings are required, waived, or prohibited through the new Housing Legislation
Notification Distance	100 metres	Reduced to 40 metres, consistent with current best practices and comparable jurisdictions
Notification Signs	Limited detail	Expanded and modernized sign requirements, timing, and inspection process
Security Deposits	Limited guidance	Clear authority, calculation methodology, and release process for security deposits
Transparency & Predictability	Procedural gaps and ambiguity	Clear timelines, lapse provisions, reconsideration process, and applicant expectations

To further highlight the notification distance change, the following images show the properties within the current notification area of a random property on Oriole Way, vs. the proposed 40m notification area of the same random property:

Current 100m radius:



vs. Proposed 40m radius:



## Benefits or Impact

### General

Adoption of Draft Bylaw No. 269 will modernize the District's development approvals framework, improve transparency for applicants and the public, and ensure that development applications are processed in a consistent, efficient, and legislatively compliant manner. The bylaw reflects current best practices and supports orderly growth and development within the community.

### Finances

There are no direct financial impacts associated with the adoption of Draft Bylaw No. 269. Application fees will continue to be set through the District's Fees and Charges Bylaw. Improved clarity and efficiency in processing applications may result in indirect administrative efficiencies over time. However, by utilizing security deposits for applicable developments, the District can help ensure compliance and reduce the burden of enforcement costs to the taxpayer.

### Strategic Impact

The proposed bylaw supports Council's strategic objectives related to good governance, regulatory clarity, and efficient service delivery. It also aligns with provincial initiatives encouraging modernization of development approvals processes to support housing and economic development. Efficiency/Reduced cost due to notification radius reduction to 40m.

### Risk Assessment

**Compliance:** Adoption of Draft Bylaw No. 269 reduces legislative risk by ensuring alignment with the current Local Government Act and provincial requirements.

**Risk Impact:** Failure to update the bylaw may result in continued reliance on outdated processes, increased administrative risk, and potential procedural challenges.

**Internal Control Process:** The bylaw establishes clear authority, decision-making processes, and procedural safeguards, improving internal controls.

### Next Steps / Communication

Following Council's consideration and readings of Draft Bylaw No. 269:

- The bylaw will be placed on the next Council Meeting Agenda for adoption;
- Staff will update application forms and internal procedures to align with the new bylaw;
- Public-facing materials will be updated to reflect the new development application process; and
- Work will continue on the Subdivision and Development Bylaw, which will be brought forward to Council in a future report.

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## Attachments

- Draft Development Approvals Bylaw No. 269
- Current Development Approvals Bylaw No. 0049, 2008

## Recommendation

**Recommendation:** THAT Council give first three readings to Draft Development Applications Procedures Bylaw No. 269 that includes the repeal of the current District of Barriere Development Approval Procedures Bylaw No. 0049, 2009, including all Schedules.

### **Alternative Options**

1. Council could choose not to adopt the Draft Bylaw as presented.
2. Council could choose to amend the Draft Bylaw prior to subsequent readings.

Prepared by: T. Buchanan, Corporate Officer

Reviewed by:  
D. Drexler, Chief Administrative Officer

**DISTRICT OF BARRIERE  
BYLAW NO. 270**

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**A Bylaw to provide for alternative means of publishing a notice**

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**WHEREAS** a Council must give notice of certain bylaws, public meetings, elections, public hearings, disposition of land or other notice requirements that are required to be provided through advertising as legislatively required under the *Community Charter* or *Local Government Act*;

**AND WHEREAS**, pursuant to the *Community Charter* section 94.2(1), a Council may, by bylaw, provide for alternative means of publishing a notice instead of publishing the notice in a newspaper in accordance with section 94.1(1)(a) and (b);

**AND WHEREAS**, pursuant to the *Community Charter* section 94.2(2), a bylaw adopted under this section must specify at least two means of publication by which a notice is to be published, not including posting in the public notice posting places;

**AND WHEREAS** Council is satisfied that the advertising methods set out in this bylaw are reasonable and meet the authority provided under Section 94.2 of the *Community Charter* to provide for alternative means of publishing a notice by adopting an Alternative Means of Public Notice Bylaw;

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

**1. CITATION**

1.1 This bylaw may be cited as the “*Alternative Means of Public Notice Bylaw No. 270*.”

**2. DEFINITIONS**

2.1 In this Bylaw, unless the context requires otherwise:

- (a) “ELECTRONIC NEWSLETTER SUBSCRIPTION SERVICE” means the subscription service provided through the District of Barriere website.
- (b) “GENERAL STATUTORY PUBLIC NOTICES” means general advertisements that are required statutorily under the *Community Charter* or *Local Government Act*.
- (c) “LAND USE STATUTORY PUBLIC NOTICES” means land use related advertisements that are required to be statutorily advertised as per the *Community Charter* or *Local Government Act*.
- (d) “PUBLIC NOTICE POSTING PLACE” is as defined in the District of Barriere Council Procedure Bylaw as amended from time to time.

**3. INTERPRETATION**

3.1 In accordance with Section 94.2 of the *Community Charter*, alternative means of publication for the purpose of public notice shall be advertised as follows:

**(a) General Statutory Public Notices:**

- (i) from the date of this bylaw's adoption be advertised as follows:
  - a. In the Public Notice Posting Place;
  - b. The Ridge Building main hallway; and
  - c. Electronic newsletter subscription service.

**(b) Land Use Statutory Public Notices:**

- (i) From the date of this bylaw's adoption be advertised as follows:
  - a. In the Public Notice Posting Place;
  - b. The Ridge Building main hallway; and
  - c. Electronic newsletter subscription service.

**4. SEVERABILITY**

- 4.1 If any provision contained in the bylaw is found by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, the validity, legality or enforceability of the remaining provisions contained herein shall not be, in any way, affected or impaired thereby to the extent that the purpose of the bylaw may be fulfilled in the absence of the impugned provision or provisions of the bylaw.

**Read a FIRST time this                    9<sup>th</sup> day of February, 2026.**

**Read a SECOND time this                9<sup>th</sup> day of February, 2026.**

**Read a THIRD time this                 9<sup>th</sup> day of February, 2026.**

**ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.**

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Mayor Rob Kerslake

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T. Buchanan, Corporate Officer

District of Barriere

# REPORT TO COUNCIL

## Request for Decision

<b>Date:</b> February 2, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> T. Buchanan, Corporate Officer
<b>Re: DRAFT Alternative Means for Public Notice Bylaw No. 270</b>	
<b>Recommendation: THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Alternative Means for Public Notice Bylaw No. 270.</b>	

### Purpose

For Council to consider giving first three readings to the Draft Alternative Means for Public Notice Bylaw No. 270.

### Background

Bill 26, which passed in the BC legislature in November 2021, amended various sections of the Community Charter, including Section 94, "Requirements for public notice". The intent of the amendments to Section 94 was to modernize public notice requirements, which, up to that time, required all local governments' statutory notices to be placed in two consecutive weeks' editions of its local newspaper. Amendments to Section 94 provide local governments with the ability to use methods other than the local newspaper to meet statutory public notice requirements.

The enabling legislation is as follows:

#### **"Bylaw to provide for alternative means of publication**

94.2 (1) A council may, by bylaw, provide for alternative means of publishing a notice instead of publishing the notice in a newspaper in accordance with section 94.1 (1) (a) and (b).

(2) A bylaw adopted under this section must specify at least 2 means of publication by which a notice is to be published, not including posting in the public notice posting places.

(3) Subject to the regulations, a council may specify, in a bylaw adopted under this section, any means of publication, so long as, before adopting the bylaw, the council considers the principles prescribed by regulation under subsection (6) (a).

(4) Section 12 does not apply in relation to a council's authority to adopt a bylaw under this section.

(5) If a bylaw is adopted under this section, the applicable notice referred to in section 94 (1) (a)

(a) must be published by the means specified in that bylaw,

- (b) subject to the regulations and unless this or another Act provides otherwise, must be published at least 7 days before the date of the matter for which notice is required, and
- (c) if a period is prescribed for the purpose of this paragraph and unless this or another Act provides otherwise, must be published in the prescribed period before the date of the matter for which notice is required.

(6) The minister may make regulations as follows:

- (a) prescribing the principles that must be considered before adopting a bylaw under this section;
- (b) prescribing one of the means of publication that must be specified in a bylaw adopted under this section;
- (c) requiring that one or more of the means of publication specified in a bylaw adopted under this section be selected from the prescribed means;
- (d) for the purpose of subsection (5) (b), prescribing a number of days, other than 7 days, before the date of the matter for which notice is required;
- (e) for the purpose of subsection (5) (c), prescribing a period of time.”

Subsequent to amending Section 94 of the Community Charter, the province enacted Public Notice Regulation Reg. 52/2022, which prescribes the principles that must be considered when adopting a public notice bylaw:

**“Principles for effective public notice**

2 (1) Before adopting, under section 94.2 of the Act, a bylaw providing for alternative means of publishing a notice, a council must consider the following principles:

- (a) the means of publication should be reliable;
- (b) the means of publication should be suitable for providing notices;
- (c) the means of publication should be accessible.

(2) Means of publication are reliable if

- (a) they provide factual information, and
- (b) publication takes place at least once a month or, if the means of publication is a website, the website is updated at least once a month.

(3) Means of publication are suitable for providing notices if

- (a) they allow all information in a notice to be displayed legibly,
- (b) they allow a notice to be published by the required date, and
- (c) they allow a person to consult a notice more than once during the period from the date of publication until the date of the matter for which notice is required.

(4) Means of publication are accessible if

- (a) they are directed or made available to a diverse audience or readership, and
- (b) they are easily found.”

## Requirements

The Ministry of Municipal Affairs guidelines state that:

“A bylaw adopted under section 94.2 must:

- specify at least two methods of notice (e.g., newspaper and local government website), not including the public notice posting places; and,
- consider the principles of effective public notice (reliable, suitable and accessible) described by the Public Notice Regulation before adopting a public notice bylaw.”

Currently, the District’s public notice posting places are the notice board located inside the District Office and on the District’s website.

Options for alternative publication suggested in the guidance document, include:

- Print or online newspaper;
- Local government website;
- Local government subscription service;
- Community website or newsletter;
- Local government Facebook page;
- Direct mail out;
- Posting at recreation centres.

## Considerations

In researching other municipalities that have implemented a public notice bylaw, staff have reviewed the various options for alternative publication noted above, and the following considerations are provided with respect to alternative publication methods.

### Print or online newspaper:

The number of print newspapers has been declining in recent years. The Province amended its public notice provisions in the Community Charter in response to feedback from some local governments that they were unable to meet the required advertising provisions due to a lack of print newspaper circulation in their areas. In August, 2023 a number of Lower Mainland municipalities were given only nine days notice that their local newspaper was ceasing print editions. In order to meet statutory notice requirements, those municipalities that didn’t already have a public notice bylaw in place, needed to scramble to adopt one. Barriere’s local newspaper, the Star Journal, has been very reliable and continues to produce print weekly editions. However, depending on the date calculations required by legislation for specific notices, ensuring the timing compliance with the scheduled Council Meeting/Public Hearing, has resulted in having to unnecessarily delay a process in a few cases.

Accordingly, it would be prudent for the District to adopt a public notice bylaw as a precautionary measure.

### For added clarity:

Adopting a public notice bylaw **does not mean** that the local government **must** provide its legislative public notice by the means provided within that bylaw as it can continue to post in two consecutive local newspaper editions. However, it would no longer be a mandatory requirement to do so, and the local government can choose either option provided by Section 94 of the *Community Charter*. Essentially, the adoption of this proposed bylaw does not *remove* public notice options available to the local government; it provides more flexibility which is the intention of the legislation.

Based on feedback received from municipalities that have adopted a Public Notice bylaw as to what alternative communication methods they have chosen to fulfill statutory public notice provisions, none have chosen their local newspaper's on-line version, citing various reasons, in particular, the postings are not under the control of the municipality and therefore the municipality has limited control over issues such as the accessibility and legibility of notices, and for how long the notices are posted. Additionally, the cost to post notices in online newspapers is similar in cost to the paper format.

Local government website:

Local government websites have become increasingly valuable and are often the first point of contact for residents, businesses, and visitors. As municipal websites have been increasingly used as a reputable source of information, most municipalities that have adopted a public notice bylaw are using their website as one of the required two alternate means of publication of notices. The District's website, quite proudly, has an easy to find "Local Notices" section on the front page that is easily sharable by users to their personal social media platforms.

Local Government Subscription service:

The District of Barriere's website regularly utilizes its E-News Subscription service and currently has approximately 340 subscribers to the service.

Local government Facebook page:

The District of Barriere is in the process of slowly converting its "Barriere Recreation" page to a general page to disseminate municipal updates, notices and events.

While some municipalities have chosen their Facebook page as one of their alternative communication methods, the City of Langley and the City of Burnaby are two examples of municipalities who have chosen not to, citing the following reasons:

- "Public notices are not a natural fit for content users, who do not generally subscribe to Facebook in order to receive legal statutory notices, which are often lengthy and text-heavy as notice content is legislated. Facebook only captions a snapshot of lengthy notices in a Facebook Feed and a user must click on the post itself to open and read the full post. It is common for either less social media savvy users or those who generally only read the snapshot and decide they've "got the picture", to not click on the full post, therefore not to receive the entire content and missing important information.
- The formal content of public notices is counter to what tends to be well received on Facebook.
- Members of the public may respond to Facebook notices in comments instead of the prescribed methods provided in the notices (for example, a comment on a Facebook post does not constitute a public hearing submission). Even with comments turned off, shared posts of legal notices to other pages not in control of the local government, can result in those who post in comments to falsely believe they've made a formal comment submission.
- Facebook ads and pushed notices have a cost associated by fees set out by the software provider."

This does not mean that the District couldn't use its Facebook page to advertise that a Public Notice for a "Public Hearing", or other legislative notice, has been published on the District's website and include a direct link to the full posting on the District's website. It just means that the local government wouldn't use Facebook as an *official* posting place in the context of meeting the legislative notice requirement within an alternative public notice bylaw.

Direct Mail-out:

While direct mail is an effective means of reaching residents, tenants and renters may be missed,

the cost to send direct mail to all District residents is much more costly than other alternative means and would take significant staff time to coordinate.

Posting at recreation centres: The Ridge Building is widely known as a community hub for residents and visitors; accordingly, staff believe that a dedicated notice posting board in the hallway outside of Council Chambers would provide a reliable, suitable, and accessible means of providing public notice.

## **Summary**

Given these considerations, staff recommend the District adopt a public notice bylaw (draft attached) that identifies a notice board in the Ridge main hallway and the District's E-News subscription service as the two alternate methods of providing statutory public notices. As the District already defines its website as a "Public Posting Place" in its Council Procedure Bylaw, it can't be used as an alternative posting place within this proposed bylaw.

As indicated previously, this would not preclude the District from utilizing other methods of communication, including the local newspaper and social media, as deemed appropriate. In addition, the District would have the option to post **one** notice in the local newspaper (ensuring that the municipality still supports its local newspaper), and utilize the other two alternative posting places permitted in the draft bylaw.

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## **Benefits or Impact**

### General

Adopting an Alternative Means of Public Notice Bylaw modernizes the District's public notice practices, provides more communication opportunities to reach its residents, and safeguards the District from unexpected newspaper publication disruptions. In addition, the adoption of an Alternative Means of Public Notice Bylaw supports the recommendations of the Development Approvals Procedures report and subsequent draft Bylaw included in this meeting's agenda for consideration.

### Finances

Legislative Notices are often lengthy and need to be easily read which requires well formatted, well-spaced text which increases the size of the advertising space that must be published. The average legislative notice costs approximately \$350-450 for each publication. Having the option to reduce the frequency of these publications can aid in keeping the cost of Development Applications from experiencing significant increases.

### Strategic Impact

Modernizing municipal bylaws has been identified as a priority in the District's 2025 Strategic Plan.

### Risk Assessment

**Compliance:** Complies with the relevant sections of the *Local Government Act* and *Community Charter*.

Risk Impact: Low – increases communication options for legislative notices.

#### Next Steps / Communication

- Should Council give first three readings to the attached Bylaw, the draft will be placed on the following Council Meeting agenda for adoption.
- 

#### **Attachments**

- DRAFT Alternative Means for Public Notice Bylaw No. 270

#### **Recommendation**

**THAT Council give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Alternative Means for Public Notice Bylaw No. 270.**

#### **Alternative Options**

1. Council could choose not to adopt the draft bylaw at this time.
2. Council could choose to amend the draft bylaw prior to providing 3<sup>rd</sup> reading.

Prepared by:

T. Buchanan, Corporate Officer

Reviewed by:

D. Drexler, Chief Administrative Officer

# DISTRICT OF BARRIERE

## BYLAW NO. 271

### A BYLAW TO PROVIDE FOR THE DETERMINATION OF VARIOUS PROCEDURES FOR THE CONDUCT OF LOCAL GOVERNMENT ELECTIONS AND OTHER VOTING AND TO REPEAL BYLAW NO. 84, (District of Barriere Election Procedure Bylaw No. 84)

---

In accordance with the *Local Government Act*, the Council may, by bylaw, determine various procedures and requirements to be applied in the administration and conduct of local government elections and other voting.

Council wishes to establish various procedures and requirements under that authority.

The Municipal Council of the District of Barriere, in an open meeting assembled, enacts as follows:

#### 1. **Citation**

1.1 This bylaw may be cited as the "*General Local Government Election Bylaw No. 271*".

#### 2. **Definitions**

In this by-law:

2.1 "CHIEF ELECTION OFFICER" means the person appointed by the Council of the District of Barriere for the purposes of conducting a local election under Section 58 of the *Local Government Act*.

2.2 "ELECTOR" means a resident elector or non-resident property elector of the jurisdiction as defined under the *Local Government Act*.

2.3 "GENERAL VOTING DAY" for other voting means the date set under Section 162 of the *Local Government Act*.

2.4 "OTHER VOTING" means voting on a matter referred to in Section 158 of the *Local Government Act*.

#### 3. **Access to Nomination Documents**

3.1 As authorized under Section 73 of the *Local Government Act*, public access to nomination documents will be provided at the District Office at 4936 Barriere Town Road, during the period from the delivery of the nomination documents until 30 days after the declaration of the election results under Section 136.

#### 4. **Register of Electors**

4.1 As authorized under Section 69 of the *Local Government Act*, the District of Barriere shall use the method of registration of Electors to registration at the time of voting.

#### 5. **General Election and Advance Voting Opportunities**

5.1 As authorized under Section 106 of the *Local Government Act*, Council authorizes the Chief Election Officer to establish additional general voting opportunities for General Voting day for each election or specified election or Other Voting and to designate the voting places for these voting opportunities.

5.2 Advance voting opportunities will be held for an election by voting on the tenth day before general voting day and on the second Saturday before general voting day between the hours of 8:00 a.m. and 8:00 p.m.

**6. Ballots**

6.1 Pursuant to Section 114 of the *Local Government Act*, the Chief Election Officer shall establish the form of ballots to be used in the general local election or other voting. Such determination includes the utilization of printed ballot as follows:

(a) printed ballots shall be in the form prescribed in Section 114 and 115 of the *Local Government Act*;

**7. Order of Names on Ballot**

7.1 The order of names of candidates on the ballot will be determined by alphabetical order in accordance with Section 116 of the *Local Government Act*.

**8. Number of Scrutineers at Voting Places**

8.1 As authorized under Section 120 (2) (d) of the *Local Government Act*, the number of scrutineers for each candidate that may attend at an election is a maximum of one scrutineer for each ballot box in use.

**9. Resolution of Tie Votes after Judicial Recount**

9.1 In the event of a tie vote after judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 151 of the *Local Government Act*.

**10. General**

10.1 Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

10.2 If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without the invalid portion.

**11. Repeal**

11.1 “*District of Barriere Election Procedures Bylaw No. 84*” all its amendments are hereby repealed.

Read a first, second, and third time by the Municipal Council this 9<sup>th</sup> day of **February**, 2026.

Finally Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Mayor Rob Kerslake

\_\_\_\_\_  
T. Buchanan, Corporate Officer

**DISTRICT OF BARRIERE  
BYLAW NO. 272**

---

**A BYLAW TO AMEND ELECTION OFFICIALS BYLAW NO. 213**

---

WHEREAS Council wishes to establish remuneration rates for municipal officials,

NOW THEREFORE, The Council of the District of Barriere, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as the "*Election Officials Bylaw No.213, Amendment Bylaw No. 272*".
  
2. Bylaw No. 213 is hereby amended by replacing its existing Section 4.1:
  - 4.1 Election Officials shall be remunerated as follows:
    - a) Chief Election Officer - \$800.00
    - b) Deputy Chief Election Officer - \$650.00
    - c) Election Officials - \$350.00/day  
Including Advance Poll Staff
    - d) Counters - \$60.00 – General Election Day

*with:*

- 4.1 Election Officials shall be remunerated as follows:
  - a) Chief Election Officer - \$2,000.00
  - b) Deputy Chief Election Officer - \$1,500.00
  - c) Election Officials - \$350.00/day  
Including Advance Poll Staff
  - d) Counters - \$80.00 - General Election Day

Read a first, second, and third time by the Municipal Council this 9<sup>th</sup> day of **February**, 2026.

**Finally Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026**

---

Mayor Rob Kerslake

---

T. Buchanan, Corporate Officer

District of Barriere

# REPORT TO COUNCIL

## Request for Decision

<b>Date:</b> February 2, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Chief Administrative Officer & Corporate Officer
<b>Re: Election Bylaw Updates and 2026 Election Official Appointments</b>	
<b>Recommendations: THAT Council:</b> <ol style="list-style-type: none"><li><b>1. Repeal and replace District of Barriere Election Procedures Bylaw No. 84 by giving 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Draft Elections Procedures Bylaw No. 271;</b></li><li><b>2. Give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Draft Election Officials Remuneration Bylaw No. 84, Amendment Bylaw No. 272; and</b></li><li><b>3. Appoint Tasha Buchanan as Chief Election Officer for the 2026 General Local Election.</b></li><li><b>4. Appoint Jamie Mosdell as Deputy Chief Election Officer and Daniel Drexler as Deputy Chief Election Officer for the 2026 General Local Election.</b></li></ol>	

### Purpose

The purpose of this report is to seek Council direction and approval to modernize the District's election framework by:

- Updating election procedures to reflect **current best practices and the current legislative framework of the Local Government Act;**
- Amending the remuneration structure for Election Officials to reflect **regional comparability and operational realities;** and
- Appointing qualified election officials to ensure a **well-supported and legislatively compliant 2026 General Local Government Election.**

### Background

#### 1. Election Procedures Bylaw

The District's current *Election Procedures Bylaw No. 84* was adopted in 2011 and has not been comprehensively updated since that time, with the exception of a 2014 amendment to reflect provincial legislative changes that:

- Extended the local government election cycle from three (3) years to four (4) years, and
- Changed General Voting Day from November to October.

Since 2011, the *Local Government Act* has undergone numerous substantive amendments, and election

administration best practices have evolved. Draft *Elections Procedures Bylaw No. 271* has been prepared to repeal and replace the existing bylaw in its entirety and align the District’s procedures with current legislation and practice.

**Key Differences Between Bylaw No. 84 and Draft Bylaw No. 271**

Topic	Bylaw No. 84 (2011)	Draft Bylaw No. 271 (2026)
Legislative Alignment	Based on pre-2014 Local Government Act	Fully aligned with current Act
Election Cycle	Updated only to reflect 4-year term	Fully current and future-proofed
Registration of Electors	Not explicitly modernized	Confirms registration at time of voting
Voting Opportunities	<ul style="list-style-type: none"> <li>• Prescriptive locations and times.</li> <li>• Includes Mail-Ballot Voting</li> </ul>	<ul style="list-style-type: none"> <li>• Provides authority to CEO to establish additional voting opportunities</li> <li>• Does not include Mail-Ballot Voting</li> </ul>
Ballots	Limited direction	Explicit authority for ballot form and format
Scrutineers	Not clearly limited	Clearly limits scrutineers per ballot box
Tie Votes	Not clearly addressed	Explicit process following judicial recount
Drafting Style	Outdated structure	Modern, streamlined, and clearer language

Mail-Ballot Voting

In the 2025 By-Election and 2022 General Local Election, zero (0) mail-ballots were requested. In 2018 the District had two (2) returned mail-in ballots and in 2014, only (1) returned mail-in ballot.

Due to the extensive time it takes for election staff to create the mail-in ballot packages that consist of:

- ✓ five (5) uniquely printed envelopes each,
- ✓ the necessary recording sheets,
- ✓ separate ballot box,
- ✓ the timing challenges to prepare the packages (waiting until the finalized ballots are produced & delivered),
- ✓ mail-out and receive mail-in ballots back in time before the close of voting,
- ✓ the frequency of Canada Post delays seen lately due to Collective Bargaining, along with
- ✓ the extremely low participation of the voting option,

the option of mail-in voting has been removed from the proposed Bylaw for Council consideration.

Mail-ballot voting is infrequently offered by smaller local governments and removing the option is not outside of the norm.

The new bylaw also includes updated severability and repeal provisions to ensure long-term enforceability and clarity.

**2. Election Officials Remuneration Amendment – Draft Bylaw No. 272**

The District of Barriere originally adopted a Bylaw for the remuneration of its Election Officials for Municipal Elections (General and Special Elections) shortly after incorporation in 2008 and the remuneration amounts were updated in April of 2022.

The original remuneration from 2008 to 2022 was set as follows:

- a. **Chief Election Officer - \$600** (for the course of the Election which includes 3 Voting Days)
- b. **Deputy CEO - \$500** (for the course of the Election which includes 3 Voting Days)
- c. **Elections Officials - \$250/per day**

In April of 2022, Council repealed and replaced the Election Remuneration Bylaw to reflect the following updated amounts:

- a. **Chief Election Officer: \$800** (total for all 3 days)
- b. **Deputy Chief Election Officer: \$650** (total for all 3 days)
- c. **Election Officials: \$350/per day**
- d. **Counters: \$60** (for General Election Day counting)

Each voting opportunity (2 Advance Poll Days and one General Voting Day) consists of the following (approx.) hours:

- Advanced Voting Days: 12.5 hours
- General Voting Day: 14-15 hours on average. (up to 16.5hr for CEO)

**Discussion:** The attached, draft Bylaw, proposes updating these figures to more accurately reflect comparable remuneration with other local governments, who are also in the process of updating their policies.

For a comparison:

**Clearwater:** *(these are their remuneration figures in 2022 which are currently under review)*

Chief Election Officer: \$625/per day (2 Advanced Poll days and 1 General day = \$1,875 total)

Deputy CEO: \$531/per day (2 Advanced Poll days and 1 General day = \$1,593 total)

Election Officials: \$325 per day

Counters: \$100 (for General Election Day counting)

**Sun Peaks:** *(these are their remuneration figures in 2022 which are currently under review)*

Chief Election Officer: \$1200 *(for the 3 days – or the equivalent hours, approx. 38-40hrs, off in-lieu at the choice of the Official)*

Deputy CEO: \$1100 *(same parameters as above)*

Election Officials: Employee's current hourly wages plus overtime

**TNRD:** Chief Election Officer: \$1375 plus mileage and time-off in lieu for overtime hours

Deputy Chief Election Officer: \$955 (same parameters as above)

Election Officials \$415.09/day

**Cache Creek:** (currently under review)

Chief Election Officer: \$650 per day (1 Advance Poll and 1 General Day = \$1300)

Deputy Chief Election Officer \$650 per day (1 Advance Poll and 1 General Day = \$1,300)

Therefore, the following amendments that are proposed for the District of Barriere while keeping in mind the fiscal responsibility the District is committed to its taxpayers, are as follows:

1. **Chief Election Officer: \$2,000**
2. **Deputy Chief Election Officer: \$1,500** *(excluding CAO if performing Deputy Chief Election Officer duties)*
3. **Election Officials: \$350/per day**
4. **Counters: \$80** (for General Election Day counting)

These proposed increases can be incorporated within the 2026 Election Budget without any increase.

### **3. Appointment of Chief Election Officer and Deputy Chief Election Officers – 2026**

Section 41 of the *Local Government Act* requires that Council appoint a Chief Election Officer and a Deputy Chief Election Officer to conduct the 2026 General Election. Election Day is October 17, 2026.

#### Chief Election Officer

Tasha Buchanan, Corporate Officer, has had significant experience working municipal elections in the capacity of Deputy Chief Election Officer from 2008-2018 as well as serving as the municipality's Chief Election Officer for both the 2022 General Local Election and 2025 By-Election. She taken a number of the Election training opportunities provided by the Local Government Management Association and is prepared to once again serve the District as Chief Election Officer in this upcoming Election.

#### Deputy Chief Election Officer

As a general standard, the District's Deputy Corporate Officer (DCO) is appointed Deputy Chief Election Officer. This will be the first election for the District's DCO, Jamie Mosdell. Both Mr. Drexler, CAO, and Ms. Buchanan, CO, are fully confident in Ms. Mosdell's capability to support the Chief Election Officer in their duties of this upcoming Election. Election training and mentorship will be provided to the DCO. The DCO gaining experience serving in this capacity will prove valuable to the District by providing sound succession planning.

For this election, it is recommended that Council appoint the CAO as a secondary Deputy Chief Election Officer in order to provide experienced back-up and support to the DCO should the Chief Election Officer be incapacitated at any point of time during the election period.

#### Summary

This approach provides operational continuity, mentorship for emerging staff, and experienced back-up support should it be required during the election period.

---

### **Benefits or Impact**

#### General

- Ensures election administration reflects current legislation and best practices
- Improves clarity, consistency, and operational flexibility
- Supports staff capacity and succession planning

#### Finances

- Remuneration changes are included within the draft 2026 Election budget
- No unbudgeted financial impacts anticipated

#### Strategic Impact

N/A

#### Risk Assessment

Compliance: Low risk. Adoption ensures compliance with the current Local Government Act.

Risk Impact: Failure to update election bylaws may increase procedural risk and administrative uncertainty.

Internal Control Process: Clear authority and procedures strengthen oversight and election integrity.

## Next Steps / Communication

- Adoption of bylaws and appointments will allow staff to proceed with election planning for 2026
  - Updated procedures will be used for future elections and other voting events
- 

## **Attachments**

- Draft Elections Procedures Bylaw No. 271
- Current Elections Procedures Bylaw No. 84
- Draft Election Officials Remuneration Bylaw No. 213, Amendment Bylaw No. 272
- Current Election Officials Remuneration Bylaw No. 213

## **Recommendations**

### **THAT Council:**

- 1. Repeal and replace District of Barriere Election Procedures Bylaw No. 84 by giving 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Draft Elections Procedures Bylaw No. 271;**
- 2. Give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Draft Election Officials Remuneration Bylaw No. 84, Amendment Bylaw No. 272; and**
- 3. Appoint Tasha Buchanan as Chief Election Officer for the 2026 General Local Election.**
- 4. Appoint Jamie Mosdell as Deputy Chief Election Officer and Daniel Drexler as Deputy Chief Election Officer for the 2026 General Local Election.**

## **Alternative Options**

1. Council could choose not to proceed with the bylaw updates. This is not recommended as it would result in continued reliance on outdated election procedures.
2. Council could choose to make amendments to the proposed bylaw drafts, for example – relating to mail-ballot voting, prior to 2<sup>nd</sup> & 3<sup>rd</sup> readings.
3. Council could choose to make alternate Election Official(s) appointments.
4. Council could defer one or more components of the recommendations to a later date. This is not recommended for the Election Official appointments as election planning is necessary to begin immediately.

Prepared by:

D. Drexler, Chief Administrative Officer  
and T. Buchanan, Corporate Officer

District of Barriere

# REPORT TO COUNCIL

## Request for Decision

<b>Date:</b> February 23, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Corporate Officer
<b>Re: DRAFT Official Community Plan (OCP) Bylaw No. 85, Amendment Bylaw No. 273</b>	
<b>Recommendations:</b>  <b>THAT Council gives 1<sup>st</sup> reading to Official Community Plan Bylaw No. 83, Amendment Bylaw No. 273; and</b>  <b>THAT Council schedule a Public Hearing for March 30, 2026 re: Official Community Plan Bylaw No. 273</b>	

### **Purpose**

To review the final draft of the Official Community Plan Refresh, provide 1<sup>st</sup> formal reading of the draft Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273, and schedule a Public Hearing as required by legislation prior to subsequent readings, any possible amendments and final adoption.

### **Background**

In response to the new provincial housing legislation introduced under Bill 44 (Housing Statutes (Residential Development) Amendment Act, 2023), all municipalities in British Columbia are required to review their Official Community Plans (OCPs) and Zoning Bylaws to demonstrate that they have the necessary housing policies and zoned land capacity to meet the 20-year housing needs identified in their latest Housing Needs Report.. This new legislation included a deadline of December 31, 2025 to have completed the OCP review requirement. Staff have informed the Province that the District is behind on meeting this deadline and the Province has indicated that they accept this delay with the understanding that Barriere will meet its obligation this spring.

### **Summary**

TRUE Consulting was contracted by the District to conduct the review of its Official Community Plan, engage with the community and other stakeholders, and provide a final refreshed plan to attach as an amended 'Schedule A' to the District OCP Bylaw.

Two public Open Houses have been undertaken and well attended since the start of this project in early 2024. A public survey was also circulated and appropriate referral agencies have been consulted. All resulting comments were considered during final revisions of the attached draft.

Simpco First Nation is still in the process of reviewing the draft and the District is anticipating

receiving any comments it may have prior to the Public Hearing. Any resulting amendment proposals to the draft, will be highlighted to Council during the Bylaw's 2<sup>nd</sup> reading which, if desired by Council, can be included as an amendment prior to the Bylaw's subsequent readings and adoption. This is also true of any amendments Council may wish to make as a result of any public comments received within the Public Hearing process.

---

## Benefits or Impact

General – Fulfills the legislative directive of the Province under Bill 44 – Housing Statutes Amendment Act, 2023.

Finances – this project was financed under the Provincial funding model provided to the District to implement its requirements, including Zoning Amendments (completed in 2024), Housing Needs Study Review (completed in 2024), Official Community Plan review (completion due: December 31, 2025 – delayed with Provincial approval until this spring).

## Legislative Requirements Met

- ✓ pursuant to Section 472 of the *Local Government Act*, a local government may, by bylaw, adopt an Official Community Plan;
- ✓ Council has prepared an amended Official Community Plan covering the entirety of the area within the District of Barriere municipal boundaries;
- ✓ Council has considered providing consultation opportunities in accordance with Section 475 of the *Local Government Act*, and has provided the opportunities it considers appropriate;
- ✓ Council has specifically considered whether consultation is required with the persons, organizations, and authorities listed in Section 475(2)(b) of the *Local Government Act*;
- ✓ Council has consulted with the Board of Education of School District No. 73 and has sought its input as to the matters set out in section 476(2) of the *Local Government Act*;
- ✓ after first reading of the bylaw Council will consider the official community plan in conjunction with its most recent financial plan and will referred the official community plan to the Provincial Agricultural Land Commission for comment;
- ✓ before third reading Council will hold a public hearing on the proposed official community plan.

## Next Steps / Communication

- Staff will compile any additional comments received and prepare a summary report to be provided to Council during the Public Hearing process.
- Legislated Public Notice of the Public Hearing date will be published in the local newspaper, the District's website and distributed through the municipal E-News subscription service.
- March 30, 2026 – Public Hearing. After all comments received, public hearing closes. No more comments may be considered by Council after the closing of a Public Hearing as per legislation.
- May 30, 2026 post Public Hearing - Council may make any proposed amendments at 2<sup>nd</sup> reading.

- May 30, 2026 post Public Hearing – Council may provide the Bylaw 3<sup>rd</sup> reading and final adoption.
  - Once adopted, notice to the Province of the District meeting its legislated compliance of its Official Community Plan review, will be provided.
  - The refreshed Official Community Plan will be published on the District’s website.
- 

### **Attachments**

- DRAFT Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273 with attached ‘Schedule A’.

### **Recommendations**

**THAT Council gives 1<sup>st</sup> reading to Official Community Plan Bylaw No. 83, Amendment Bylaw No. 273; and**

**THAT Council schedule a Public Hearing for March 30, 2026 re: Official Community Plan Bylaw No. 273**

### **Alternative Options**

1. Council could choose not to not give the draft OCP amendment first reading. This is not recommended as further delays will result in additional non-compliance to Provincial legislation.
2. Council could choose to schedule an alternate Public Hearing date.

Prepared by: T. Buchanan, Corporate Officer

Reviewed by: D. Drexler, Chief Administrative Officer

# OFFICIAL COMMUNITY PLAN

DRAFT



**DRAFT**

SCHEDULE A

BYLAW NO. 273

ADOPTED \_\_\_\_\_, 2026



**DISTRICT OF BARRIERE**

**DRAFT - BYLAW NO. 273**

**A BYLAW TO AMEND “DISTRICT OF BARRIERE OFFICIAL COMMUNITY PLAN BYLAW NO. 85”**

---

The Council of the District of Barriere, in an open meeting assembled hereby enacts the following:

**1. CITATION**

This bylaw may be cited as the "*District of Barriere Official Community Plan Bylaw No. 85, Amendment Bylaw No. 273*".

**2. AMENDMENT**

That the District of Barriere Official Community Plan Bylaw No. 85, is hereby further amended by replacing its 'Schedule A' with the attached 'Schedule A' which is incorporated in and forms part of this bylaw.

**3. SEVERABILITY**

In the event that any provision of this Bylaw is found by a Court of competent jurisdiction to be invalid for any reason, then such provisions shall be severable from, and have no effect on the validity of the remainder of this Bylaw.

READ A FIRST TIME this                      day of                      , **2026.**

PUBLIC HEARING held this                      day of                      , **2026**

READ A SECOND TIME this                      day of                      , **2026.**

READ A THIRD TIME this                      day of                      , **2026.**

**RECONSIDERED AND ADOPTED this                      day of                      , 2026.**

---

Rob Kerslake  
Mayor

---

Tasha Buchanan,  
Corporate Officer

District of Barriere  
Bylaw No. 85, Amendment Bylaw No. 273

**SCHEDULE A**



**DISTRICT OF BARRIERE**  
Box 219, 4936 Barriere Town Road  
Barriere, B.C. V0E 1E0  
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## **Acknowledgements**

We express our heartfelt appreciation to the community members, interest groups, District Staff and District Council, who generously shared their insights and lived experiences, and who participated in various engagement events throughout the year it took to complete.

### *Mayor and Council*

Rob Kerlake, Mayor

Ward Stamer, former Mayor

Louise Lodge

Brody Mosdell

Scott Kershaw

Judy Armstrong

Colin McInnis

Donna Kibble

### *Project Lead Staff*

Daniel Drexler, Chief Administrative Officer

Tasha Buchanan, Corporate Officer

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## Acronyms

ACC – Amenity Cost Charges

ALR – Agricultural Land Reserve

CPTED – Crime Prevention through Environmental Design

DCC – Development Cost Charges

FCL – Flood Construction Level

GIS – Geographic Information System

LGA – Local Government Act

MOU – Memorandum of Understanding

MOE – Ministry of Environment

MoTT- Ministry of Transportation and Transit

QP – Qualified Professional

OCP – Official Community Plan

RAR – Riparian Area Regulation

RGS – Regional Growth Strategy

SRW - Statutory Right of Way

TNRD – Thompson-Nicola Regional District

TUP – Temporary Use Permit



# SECTION 1: INTRODUCTION

## 1.1 What is an Official Community Plan?

An Official Community Plan (OCP) is the District's primary long-range planning document. It sets out a community-driven vision for the future and provides a structured framework for managing land use, housing, transportation, infrastructure, parks and recreation, and environmental stewardship. The OCP is rooted in the values and aspirations of Barriere's residents and serves to guide decisions that shape the physical, social, and economic fabric of the community.

The Plan is intended to balance growth with sustainability, ensuring development is coordinated, resilient, and responsive to evolving local needs and global challenges. It informs how land is used and services are delivered, promoting a healthy, connected, and vibrant community for current and future generations.

## 1.2 A Guide to Decision Making

The Official Community Plan serves as a guide for all who play a role in shaping Barriere's future — including residents, developers, Council, and staff. It offers guiding principles for evaluating land use proposals, infrastructure investments, and community initiatives.

Residents can use the OCP to understand the direction of community development and participate meaningfully in civic processes. Developers and landowners can consult the OCP to ensure their projects align with vision, principles and regulatory expectations. Local government decision-makers rely on the OCP when reviewing zoning amendments, considering public investments, or responding to emerging opportunities and challenges.

Ultimately, the OCP helps ensure that Barriere grows in a thoughtful, coordinated manner — one that reflects shared values, supports economic and social resilience, and protects the natural systems that underpin long-term wellbeing.

## 1.3 Location and Regional Context

Often referred to as the “Gateway to the North Thompson,” the District of Barriere is located in the Lower North Thompson Valley, approximately 64 kilometres north of Kamloops along Highway 5, also known as the Yellowhead Highway. The community lies within the Thompson-Nicola Regional District (TNRD), specifically surrounded by Electoral Area ‘O’.

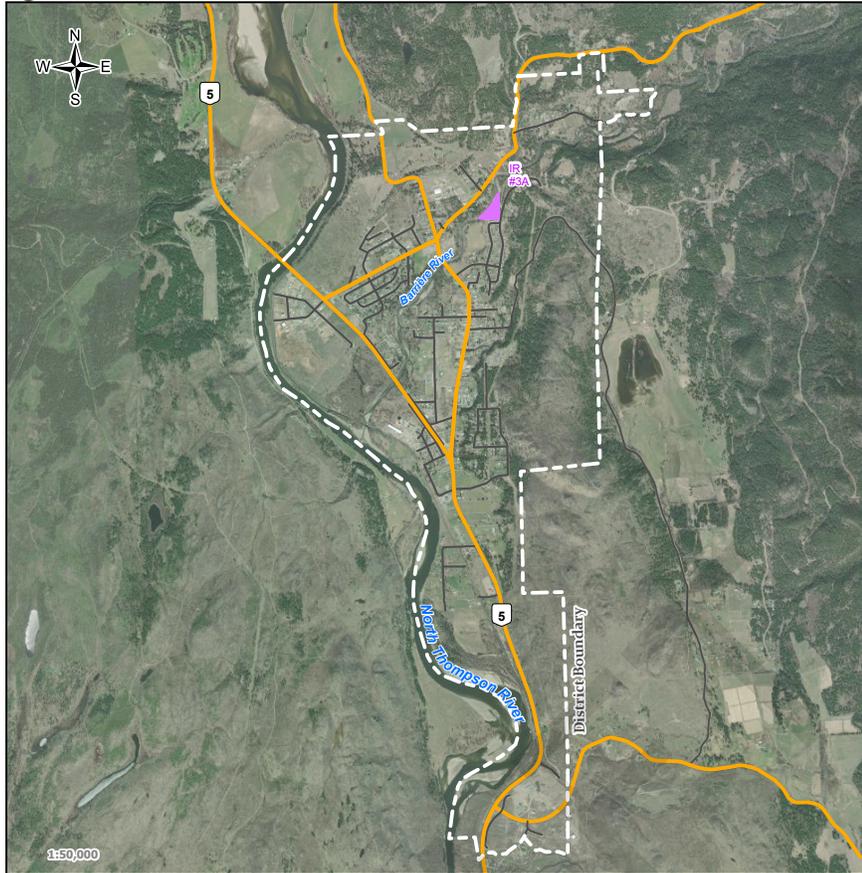
Nestled on the east bank of the North Thompson River at its confluence with the Barriere River, the District spans 12.44 square kilometres and sits at an elevation of 373 metres above sea level, at a latitude of 51°11’N.

Barriere is the largest urban centre within Electoral Area ‘O’ and functions as a regional hub, providing services and amenities to surrounding communities including Little Fort, Darfield, Louis Creek, McLure, and the Simpcw First Nation community of Chu Chua.

Figure. 1.3.1: Regional Context



Figure 1.3.2: Local Context



## 1.4 Cultural and Historical Context of Barriere

### Indigenous History

The Simpcw First Nation, a division of the Secwépemc (Shuswap) people, have lived in the region encompassing the North Thompson Valley since time immemorial. Their traditional territory extends from McLure northward along the North Thompson River, reaching the headwaters of the Fraser River from McBride to Tête Jaune Cache, across to Jasper, and southward to the Athabasca River headwaters. The Simpcw speak Secwepemctsin, a language of the Salishan family, shared across the Fraser and Thompson River systems and integral to their cultural identity.

The Simpcw have always had a deep, reciprocal relationship with the land, traveling seasonally throughout the territory to harvest plants, fish, and game that sustained their communities. In winter months, families gathered in semi-subterranean dwellings in river valley villages. Archaeological evidence has confirmed traditional winter village and food storage sites throughout the region—at Finn Creek, Vavenby, Birch Island, Raft River, the Clearwater-North Thompson confluence (called Styelltsucw in Secwepemctsin), Chu Chua, Barriere River, Louis Creek, McLure, and Tête Jaune. These sites are tangible reminders of the enduring presence of the Simpcw in the area.

Approximately half of the Simpcw population of 628 live on reserves at Chu Chua—just north of Barriere—and Louis Creek. The Simpcw First Nation is governed by a Band Council, which

oversees social, educational, and economic development, through collaborative processes with other Secwépemc communities and government bodies. The Simpcw value strong relationships with all residents of the North Thompson and Robson Valleys and are signatories to a Memorandum of Understanding and Protocol Agreement (2025) with the District of Barriere, which reflects a shared commitment to cooperation, mutual respect, and reconciliation.

The Simpcw First Nation's continued presence is central to the identity of the region, and their knowledge, language, and stewardship traditions remain vital to the future of the North Thompson Valley. They are actively working to ensure a place for future generations where traditional values and modern opportunities coexist with pride.

## **European Settlement History**

European presence in the region began in the early 19th century with fur traders, and the area became part of a broader trade network centered on the North Thompson River. The 1850s brought increased activity as trappers and wood traders passed through, followed by prospectors heading north in search of gold in the 1860s. Permanent European settlement in Barriere began in earnest near the turn of the century.

The name “Barriere” is believed to originate from French Canadian fur traders in the late 1800s, who, upon encountering the flooded Barrière River, referred to it as “La Barrière”—a reference to the obstacle in their path. The name stuck, and by 1914 the community was officially known as Barriere. Prior to that, early settlers often simply called it “The Barriere.”

Significant development milestones followed. The Canadian National Railway (CNR) established a main line through the valley in 1914, which bolstered access and economic activity. In 1932, a road was completed connecting Kamloops to Clearwater, further linking the area. By the 1960s, construction of Highway 5 (Yellowhead Highway) was underway and completed in 1970, opening the valley to a new wave of residents and businesses.

Forestry became a central pillar of the local economy throughout the 20th century. However, in 2003, Barriere was severely impacted by a devastating wildfire that destroyed homes and infrastructure, including the Louis Creek Sawmill, a major employer. In response, the community demonstrated resilience and began diversifying its economy. Today, forestry remains important, alongside growing sectors such as tourism, agriculture, and an emerging mining industry.

In June 2007, Barriere residents voted to incorporate as a municipality. On December 4th, 2007, the District of Barriere was officially established, marking a new chapter in its civic development. Today, Barriere continues to evolve while honouring its rich Indigenous and settler histories. It is known for its natural beauty, small-town character, and spirit of collaboration with the Simpcw First Nation.



**VISION AND GUIDING PRINCIPLES**

Official Community Plan

# SECTION 2: VISION AND GUIDING PRINCIPLES

## 2.1 Community Vision

The purpose of a vision statement in an Official Community Plan (OCP) is foundational. It serves as a guiding framework that articulates a shared, long-term aspiration for the future of the community.

*In 2045, Barriere is a thriving, inclusive, and connected community at the heart of the North Thompson Valley. Its vibrant downtown, scenic parks, and pathways support healthy, active living and a resilient local economy. With diverse housing, quality healthcare, modern infrastructure, and recreational spaces for all ages, Barriere offers a high quality of life rooted in community pride. Balancing innovation with small-town charm, Barriere is a welcoming place to live, work, and play year-round.*

## 2.2 Guiding Principles

### 1. Celebrating and Strengthening Small-Town Character

Barriere proudly maintains its distinct small-town charm while positioning itself as a welcoming regional destination. The community fosters a rural atmosphere that supports families, entrepreneurship, and retirement living. Through vibrant arts, cultural initiatives, and community events, Barriere continues to cultivate a sense of identity and belonging that defines its unique character.

### 2. Providing for Affordable and Diverse Housing

Barriere recognizes that access to safe, affordable, and appropriate housing is essential to the health, resilience, and inclusivity of the community. As housing needs continue to evolve—driven by demographic shifts, economic pressures, and changing household structures—the district is

committed to supporting a variety of housing forms, tenures, and price points.

### **3. Cultivating a Vibrant and Inclusive Downtown**

Barriere's downtown serves as the civic and commercial heart of the community—a place that is lively, attractive, and accessible to all. Thoughtfully scaled development, cohesive streetscape design, and active public spaces create a dynamic and inclusive corridor that supports business, social interaction, and cultural expression.

### **4. Investing in Sustainable Infrastructure**

Reliable, efficient, and well-maintained infrastructure—such as roads, water systems, and wastewater services—is fundamental to Barriere's livability. The District remains committed to ensuring long-term value and service excellence through thoughtful investment, innovation, and sustainable asset management. Investments into current assets will be prioritized.

### **5. Advancing Economic Development and Diversification**

Barriere is home to a resilient and evolving local economy supported by a mix of small businesses, tourism, and industrial activity. The community actively encourages innovation and entrepreneurship, while highway-adjacent lands provide strategic opportunities for service-based enterprises and investment. Diversification remains central to long-term economic sustainability.

### **6. Fostering Beauty, Quality, and Cultural Collaboration**

Barriere is a visually appealing and culturally rich community, set within a picturesque valley and surrounded by natural beauty. Clean streets, well-designed buildings, and attention to aesthetics enhance community pride. A strong, respectful partnership with the Simpcw First Nation contributes to shared stewardship, cultural exchange, and mutual prosperity.

### **7. Enhancing Mobility and Connectivity**

Barriere prioritizes active and sustainable transportation. A connected network of safe, multi-use pathways supports walking, cycling, and other forms of non-motorized movement throughout the community. Regional transit options ensure accessibility to Kamloops and surrounding areas, strengthening connections beyond the community while reducing vehicle dependency.

### **8. Promoting Active and Healthy Lifestyles**

Barriere offers year-round opportunities for active living, from serene nature trails to well-equipped parks and recreational facilities. Residents of all ages and abilities enjoy easy access to outdoor and indoor activities that support well-being, lifelong fitness, and a strong connection to the natural environment. Life here moves at a thoughtful pace—balanced, engaging, and fulfilling.

### **9. Supporting Residents Across the Lifespan**

A strong network of health and social services ensures that residents—whether young families, individuals, or seniors—are well supported throughout all stages of life. Accessible, reliable services contribute to a healthy, inclusive, and socially connected community.

## **10. Leading with Environmental Stewardship**

Barriere is committed to sustainable development and environmental leadership. The community embraces green practices that promote clean air, water conservation, biodiversity, and low-impact living. Residents, businesses, and local government work together to reduce environmental footprints and preserve the region's ecological health for future generations.

## **11. Ensuring Community Safety and Environmental Resilience**

Barriere is a safe, secure, and prepared community. Residents feel prepared for natural hazards, and environmental degradation. The protection of local ecosystems is valued to ensure health, resilience, and enjoyment for current and future generations.

DRAFT



# SECTION 3: FUTURE GROWTH



## 3.1 Population Overview

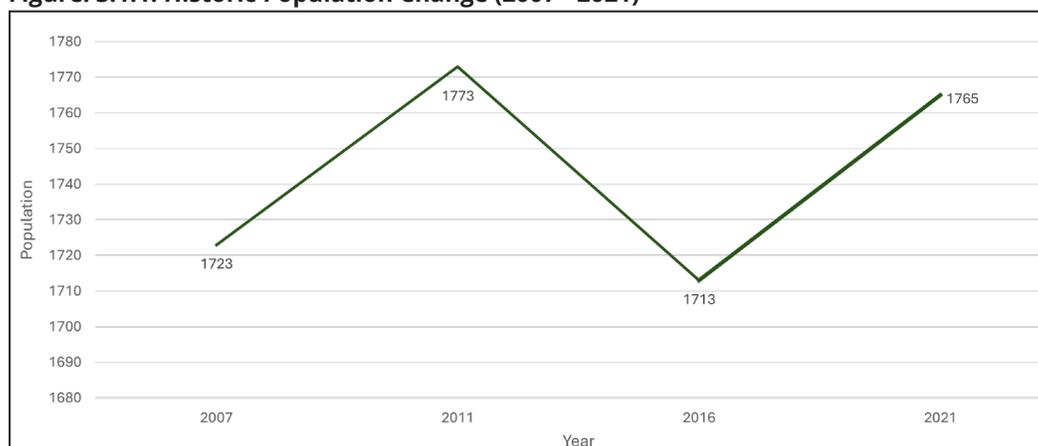
Barriere has demonstrated modest population growth in recent years, even amidst the broader economic impacts of the COVID-19 pandemic and periods of higher-than-average inflation. Historical data since the District's incorporation in 2007 reveal a population trend characterized by fluctuations rather than consistent growth.

Between 2007 and 2011, the District experienced a population increase of 2.9%. This was followed by a notable decline of 3.9% between 2011 and 2016. While no major external events directly contributed to this decrease, the trend may reflect the broader demographic shifts experienced across rural British Columbia during that period. A modest rebound followed between 2016 and 2021, with the population increasing by 3.0%. In comparison, the Thompson-Nicola Regional District (TNRD) saw population increases of 3.3% (2011–2016) and 8.4% (2016–2021) over the same periods.

**Table 3.1.1: Population Growth (2007-2021)**

Census Year	Population	5-Year Growth
2007*	1723	n/a
2011	1773	2.9%
2016	1713	-3.4%
2021	1765	3.0%

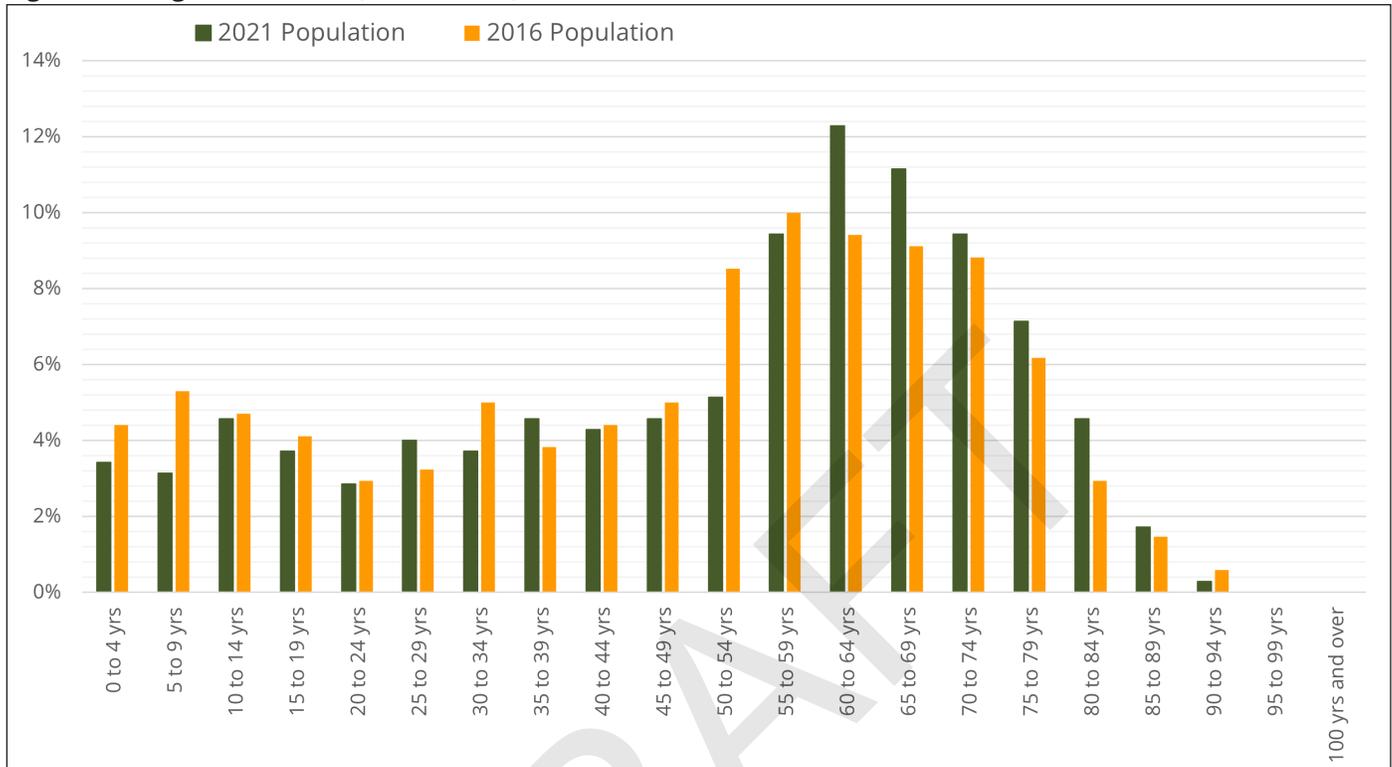
**Figure. 3.1.1: Historic Population Change (2007 - 2021)**



\*Note: 2007 population certified by the Province at time of incorporation (December 4, 2007)

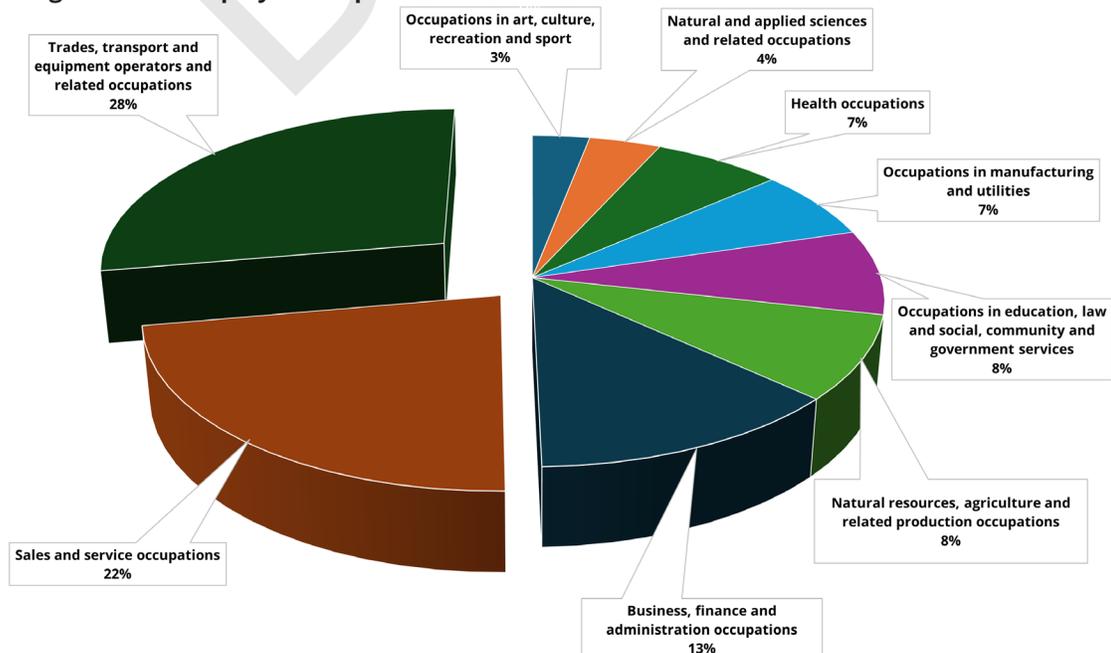
The District's age profile reflects a pattern common to many rural communities across the province—an aging population. In 2021, the median age in Barriere was 58, up from 53 in 2016. This is significantly higher than the median ages of 45 in the TNRD and 43 in British Columbia overall. Notably, the youngest age group (0–9 years) declined from 165 children in 2016 to 115 in 2021, indicating a shrinking base of young families.

**Figure 3.1.2: Age Distribution (2021 vs 2016)**



In terms of employment, the community is supported by a workforce concentrated on trade, transport, equipment operation, and sales and service roles—together comprising approximately 50% of all employment. The remaining half is distributed across a variety of other sectors, including education, healthcare, resource industries, and administrative services.

**Figure 3.1.3: Employment Spectrum Pie Chart**



## 3.2 Population Growth

Since incorporation in 2007, the District of Barriere has experienced modest population growth, averaging approximately 0.22% per year. Some periods—such as 2011 to 2016—saw a slight population decline; however, more recent trends suggest the District may be entering a period of renewed growth.

This anticipated increase is influenced in part by migration from the Lower Mainland and other regions of British Columbia and Canada, as residents seek more affordable and community-oriented alternatives to high-cost urban areas.

**Table 3.2.1 Growth Projections (2021-2041)**

Year	Historical Population	Annual Growth Rate		
		0.50%	0.75%	1.00%
2021	1,765	1,765	1,765	1,765
2026		1,809	1,831	1,853
2031		1,854	1,900	1,946
2036		1,901	1,971	2,043
2041		1,948	2,045	2,145
2046		1,997	2,122	2,253

Looking ahead, annual growth rates between 0.5% and 1.0% are considered achievable and are reflected in Table 3.2.1. Based on this range, Barriere’s population could reach between 1,997 and 2,253 by 2046—an overall increase of approximately 13% to 28% over 25 years.

By comparison, the Thompson-Nicola Regional District (TNRD) anticipates regional population growth of roughly 30% between 2021 and 2041. While Barriere’s growth potential is somewhat constrained by factors such as flood-hazard areas, Agricultural Land Reserve (ALR) designations, and steep terrain, future development can be accommodated through a strategic mix of infill and greenfield opportunities.

Further potential exists to increase residential density through sewer system extensions and interconnections. These investments would enable additional infill development and could support small-scale multi-unit housing, such as three or more dwellings per lot, within serviced areas.

### 3.3 Education

Education plays a vital role in the District of Barriere, contributing to the community’s strength, cohesion, and long-term well-being. The town is served by School District No. 73 (Kamloops-Thompson), which supports schools across Kamloops and the North and South Thompson regions. The district’s guiding vision, “*Working together for quality public education,*” is evident in Barriere’s two local schools that serve students from Kindergarten through Grade 12.

Barriere Elementary School and Barriere Secondary School form the core of local public education, with the elementary school feeding directly into the secondary school. These schools offer a full range of provincial curriculum and provide supportive learning environments grounded in community engagement. While enrollment numbers may shift year to year, these schools continue to play a key role in community life and student development. As of 2024, School District No. 73 continues to prioritize inclusive learning environments and supports for rural and Indigenous learners.

**Table 3.3.1 Projected School Enrolment ( as of January 2025)**

Projected School Enrolment (as of January 2025)													
		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Ministry Operating Capacity
<b>Barriere Elementary</b>	<b>K-7</b>	210	202	197	192	182	181	184	194	195	203	207	271
<b>Barriere Secondary</b>	<b>8-12</b>	221	212	206	196	201	190	204	201	205	199	187	325

Source: School District 73 Long-Range Facilities Plan | February 2025

**Table 3.3.2 School Capacity and Utilization Rates (as of January 2025)**

School Capacity and Utilization Rates (as of January 2025)													
<b>Barriere Elementary</b>	<b>K-7</b>	77%	75%	73%	71%	67%	67%	68%	72%	72%	75%	76%	271
<b>Barriere Secondary</b>	<b>8-12</b>	68%	65%	63%	60%	62%	58%	63%	62%	63%	61%	58%	325

Source: School District 73 Long-Range Facilities Plan | February 2025

Early learning is also supported through the StrongStart BC program located at Barriere Elementary, offering a free, drop-in early learning initiative for children aged 0 to 5. StrongStart programs provide high-quality learning environments where children engage in meaningful play and early literacy activities. The program also supports parents and caregivers in building confidence and capacity in early childhood development. An after-school care program is also in place through the North Thompson Activity Centre Society (NTACS).

Post-secondary access is supported through a combination of local, regional, and online offerings. Thompson Rivers University (TRU), headquartered in Kamloops, is a key provider of higher education for Barriere residents. TRU offers over 140 on-campus and 60 online programs, including trades, undergraduate degrees, graduate programs, adult basic education, and vocational training. TRU's Barriere Community Education Centre plays a localized role in making education accessible to rural residents by offering various courses and programs to help individuals prepare for the job market and further their educational pursuits.

## **Early Childhood Development**

The District of Barriere is served by Yellowhead Community Services Society (YCS), a non-profit registered charity delivering integrated supports and services to individuals of all ages through different community locations. With offices and program centres in both Barriere and Clearwater, YCS has been instrumental in supporting families since its founding in 1989. Today, it stands as the largest registered charity in the North Thompson Valley, with a mandate to improve community well-being from McLure to Blue River.

YCS delivers a range of programs, including:

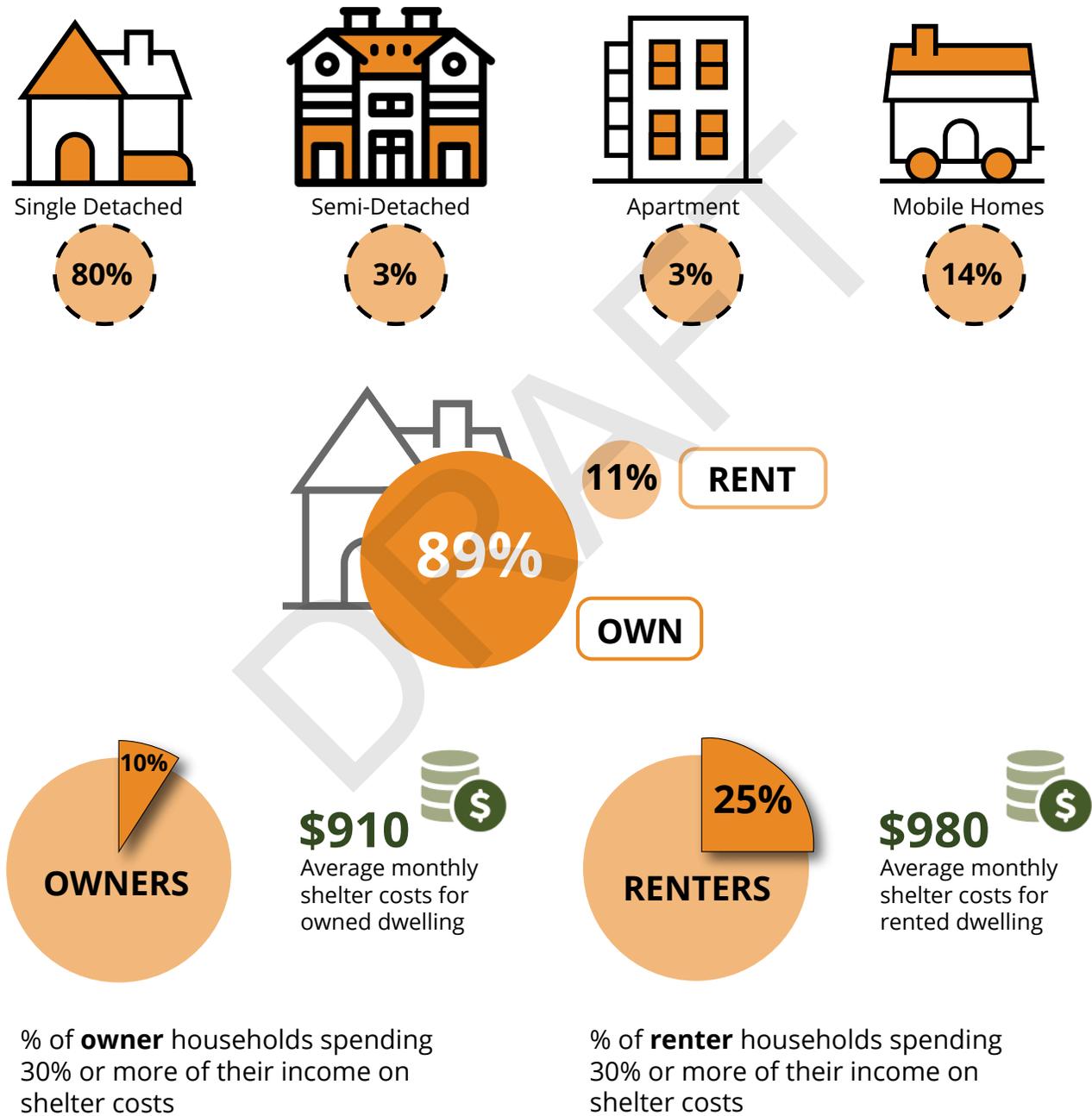
- Licensed childcare
- Support services for families and children
- Youth activities
- Food security programs
- Services for adults with developmental disabilities
- Services for women and children fleeing domestic violence

These programs are rooted in evidence-based practices and designed to meet the diverse needs of rural families.

### 3.4 Future Housing Needs

**Housing is a fundamental human need and a key guiding principle of this Official Community Plan.** A complete and inclusive community requires a broad range of housing options to meet the needs of people of all ages, incomes, and life circumstances. While housing can take many forms—ranging from single-detached homes to townhouses, apartments, and supportive living—Barriere’s housing stock has historically been limited in diversity. The predominance of larger, single-family homes has created a gap in the availability of smaller, more affordable, and more flexible housing options.

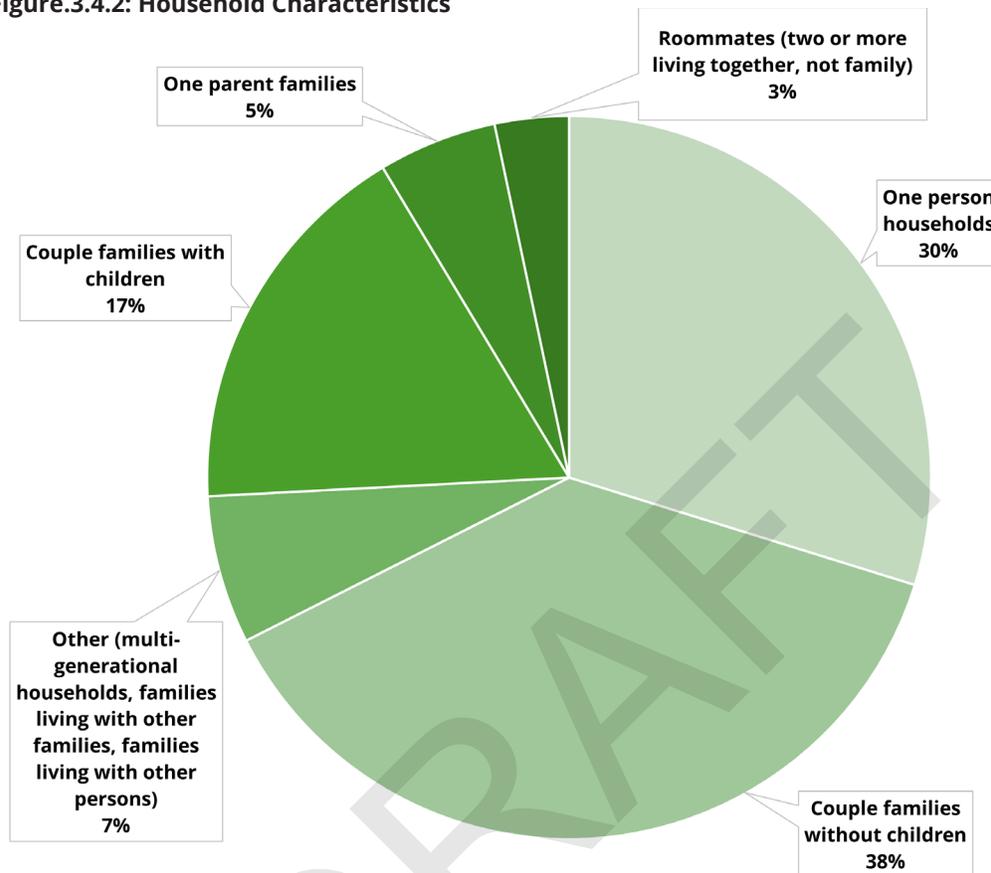
Figure.3.4.1: Housing Needs Infographics



5-year	20-year
175 new dwelling units	448 new dwelling units

The recent Housing Needs Assessment provides a detailed analysis of current and projected housing requirements within the District. In response, this OCP introduces policies that support a greater mix of housing types, tenures, and densities. These measures aim to ensure that Barriere can accommodate a wide range of households, foster long-term community stability, and adapt to changing demographics and economic conditions.

**Figure.3.4.2: Household Characteristics**



The community welcomes responsible increases in residential density, particularly in areas where infrastructure, amenities, and services can support growth. Infill housing, secondary suites, townhomes, and mixed-use developments are among the tools that can help broaden housing options while maintaining the small-town character and livability that residents value.

Housing diversity must reflect the full lifecycle of Barriere’s population. This includes starter homes and rentals for young adults, adaptable and accessible housing for seniors wishing to age in place, and family-oriented homes near schools, parks, and services. Innovative solutions such as co-housing, modular units, and supportive housing may also play a role in meeting emerging needs.

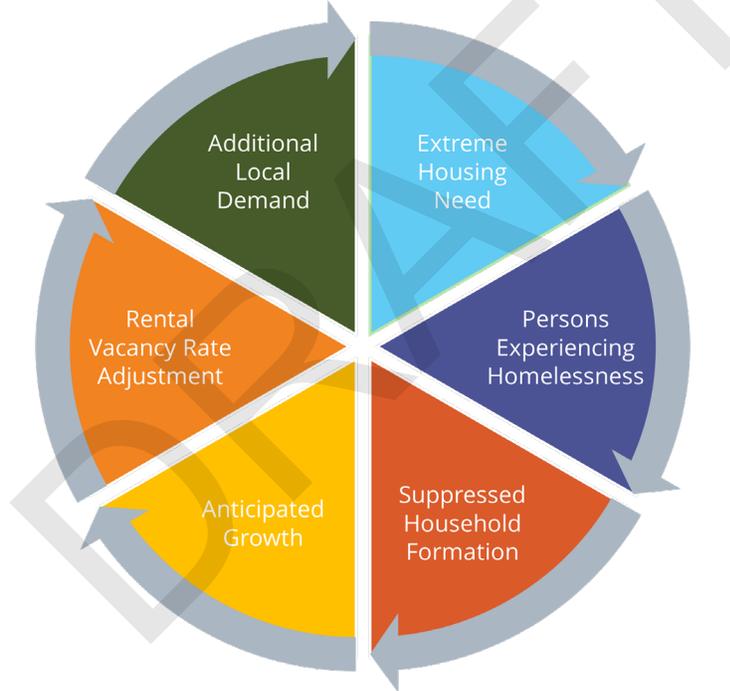
Affordability is a shared responsibility. The District will collaborate with provincial agencies, non-profit organizations, private developers, and the Simpcw First Nation to leverage funding opportunities, streamline approvals, and remove policy barriers to affordable housing development. The goal is a balanced housing system—where individuals and families at all income levels, accessibility needs and composition can find a place to call home in Barriere.

By planning for inclusiveness, choice, and affordability, Barriere will remain a community where people can put down roots, thrive through all stages of life, and contribute to a vibrant and sustainable future.

## Housing Needs Assessment

The District of Barriere partnered with the TNRD and many of its member municipalities to complete a Barriere-specific **Housing Needs Assessment** in 2024 to meet the requirements of the Provincial Housing Needs Report Regulation (2024). All local governments must complete 'regular' housing needs reports in 2028 and every 5 years thereafter. The assessment draws on various data sources, including BC Stats, Statistics Canada and CMHC. The methodology considers six key components to determine housing needs: units to reduce extreme core housing need and homelessness, units to address suppressed household formation, units needed to meet projected population growth, units required to achieve a 3% rental vacancy rate, and units needed to meet local demand via a provincial 'demand factor'. This multi-faceted approach aims to account for both social variables and variables reflecting market demand.

Figure.3.4.3: Housing Needs Wheel



Based on this methodology, the report projects a total need for **175 new housing units over 5 years (2021-2026)** and **448 new units over 20 years (2021-2041)**. The largest component driving this assessed demand is anticipated population growth, projected to require approximately 260 units over 20 years. The provincial 'demand factor', intended to reflect additional local market demand, contributes approximately 112 units to the 20-year total. It's important to note that the quantitative outputs of this methodology indicate the calculated need based on the provincial formula and do not imply that this housing can be built under current construction costs, prices, or rents, as the methodology does not directly incorporate economic viability.

**Table 3.4.1: Anticipated Units Required: 5-year and 20-year need. Urbanics Consultants, 2024.**

Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	7	27
B. Persons Experiencing Homelessness	7	14
C. Suppressed Household Formation	8	34
D. Anticipated Growth	125	260
E. Rental Vacancy Rate Adjustment	0	1
F. Additional Local Demand	28	112
<b>Total new units - 5 years</b>	<b>175</b>	
<b>Total new units - 20 years</b>		<b>448</b>

Beyond the quantitative projections, the report highlights key areas where the existing housing supply does not adequately meet the community’s needs and demand. Through community engagement, concerns were raised about the **limited availability** and **increasing cost** of both ownership and rental housing, particularly affordable and suitable rental options. There is an identified need to expand the supply of non-market and supportive housing, including options for low-income individuals, families, and seniors, given that Barriere currently has only one non-market unit. Furthermore, the aging population creates a demand for specific types of housing, such as smaller units for downsizing, accessible housing with features like barrier-free design, and potentially more supportive or assisted living options, which may not be adequately met by the current supply, which is predominantly single-detached homes and larger units.

### **Housing Availability & Affordability**

In terms of housing availability, a significant finding with the Housing Needs Assessment is the lack of available and affordable rental units, identified as one of the most pressing concerns in the District. Community survey respondents noted facing difficulties accessing rental housing, and housing costs. The assessment suggests that a lack of available rental stock tends to push upward pressure on rents and can contribute to young people moving away. Furthermore, there is an identified need for an expanded supply of non-market and supportive housing options, increase in supply of rental housing, and address the specific requirements of the community’s aging population. The report notes that Barriere currently has only one non-market housing unit under BC Housing Administration.

Regarding housing types, the existing supply is predominantly single-detached homes (80%). A large majority of housing units (93%) are units with two or more bedrooms, potentially suitable for families. However, 1-bedroom units make up only 7% of occupied dwellings, and no studio units were recorded in the 2021 census. This lack of smaller units can pose challenges for households who might need or prefer them due to affordability or maintenance needs, such as seniors and low-income individuals.



Regarding housing affordability, the report highlights increasing unaffordability and rising housing costs as major challenges in Barriere, as is common in many communities in the Regional District. Community and stakeholder engagement reinforced concerns that rising housing costs are out of reach for many in the community. The median total household income in Barriere (\$66,500 as of 2020) is notably lower than the provincial median (\$85,000). Specific groups like 1-person households and lone-parent families have median incomes well below provincial comparisons for those types. According to 2021 census data, 9% of households spend 30% or more of their before-tax income on housing, though the assessment notes this figure was likely affected by pandemic income supports like CERB in May 2021. Community survey responses showed a higher proportion, with 19% of Barriere respondents stating they paid more than 30%. Additionally, 14.3% of Barriere households were identified as being in Core Housing Need in 2021, meaning their housing falls below adequacy, affordability, or suitability standards and they would need to spend 30% or more of their income for appropriate alternative housing.

Extreme Core Housing Need (spending 50% or more of income on housing in addition to suitability/adequacy issues) affected 3% of households. The housing needs assessment provides concrete examples of rising costs, noting that the average house value increased by 24% between 2022 (\$404,000) and 2023 (\$502,000). Average renter shelter costs (rent and utilities) in Barriere also increased by 27% between 2011 and 2021, from \$771 to \$980 per month. The cost of construction was also identified as a pressing housing issue through community engagement during preparation of the assessment.

In summary, the report suggests that Barriere faces a critical need for more housing, particularly rental units and non-market/supportive options. The existing supply is heavily skewed towards larger, single-detached homes, lacking diversity in unit size which impacts affordability and suitability for certain demographics. Simultaneously, rising housing costs, reflected in increasing home values and rents, coupled with lower median incomes compared to regional and provincial averages, contribute to ongoing affordability challenges, even as some core housing need metrics showed improvement between 2011 and 2021 (potentially influenced by unique pandemic conditions).



### 3.4.1 Policies to Address Barriere's Housing Needs

To ensure that Barriere can accommodate a wide range of current and future housing needs, the District endeavours to pursue a coordinated set of policy directions across the housing continuum. These policies are intended to improve affordability, expand housing diversity, and enhance accessibility for all residents.

#### a. **Support the Development of Non-Market and Supportive Housing**

- i. Where appropriate, make municipally-owned land available for affordable and supportive housing projects.
- ii. Explore opportunities to reduce municipal property taxes or fees for qualifying developments.
- iii. Partner with senior levels of government and non-profit housing providers to facilitate the creation of supportive and subsidized housing.

#### b. **Expand and Diversify Rental Housing Options**

- i. Promote the development of a range of rental housing forms, including both market and non-market options.
- ii. Encourage purpose-built rental buildings, secondary suites, carriage homes, garden suites, and modular housing.
- iii. Support flexible zoning and incentives to stimulate new rental construction.
- iv. Investing in water and wastewater infrastructure to support densification.

#### c. **Respond to the Needs of an Aging Population**

- i. Encourage the development of low-maintenance housing types such as apartments, condominiums, and secondary suites.
- ii. Promote the integration of universal design and accessibility features in all new residential development.

- iii. Prioritize senior-friendly housing within walkable proximity to downtown shops, services, and community amenities.
- iv. Expansion of supportive housing options, specifically including assisted living for seniors.

**d. Streamline Development Approval Processes**

- i. Review and simplify planning and permitting processes to reduce delays and costs for residential construction.
- ii. Implement fast-track approvals or pre-zoning for targeted housing forms.
- iii. Provide clear, user-friendly guidance for applicants and developers.

**e. Enable a Broader Range of Housing Forms and Densities**

- i. Support adequately serviced smaller lot sizes and flexible subdivision regulations to enable compact housing forms.
- ii. Expand wastewater infrastructure to support infill development in established neighbourhoods, especially near amenities.
- iii. Plan for the development of vacant greenfield sites in a manner consistent with infrastructure capacity and environmental considerations.
- iv. Promote mixed-use buildings that include residential units within the Downtown Core Development Permit Area.
- v. Support the redevelopment or replacement of underutilized residential properties into higher-density forms such as multi-unit dwellings.

## 3.5 Economic Growth

Barriere’s economic landscape is a blend of established industries, like agriculture, forestry and the service sector, alongside emerging sectors such as tourism and mining. As these industries continue to evolve, the community remains adaptable and committed to balancing growth with sustainability. Below is an overview of these key sectors:

### Service Sector

Barriere’s service sector is well-established and plays a vital role in supporting both residents and visitors. The community offers a broad range of essential services, including grocery store, financial institutions, post office, pharmacy, legal, and accounting services, and insurance providers. These core amenities are complemented by places of worship, a funeral home, restaurants, motels, and fuel stations, all of which contribute to the everyday convenience, vibrancy, and social fabric of the town.

## Tourism

Situated at the gateway to over 60 nearby lakes—including the scenic North, South, and East Barriere Lakes located 23 to 40 kilometres east—Barriere has become an increasingly popular destination for outdoor recreation. The area's natural beauty attracts visitors seeking opportunities for fishing, hiking, boating, and other nature-based activities. A visitor centre is operated by the Barriere & Area Chamber of Commerce and serves as both a visitor centre and community business hub.

A growing number of tourism-focused businesses offer accommodation, guided tours, and equipment rentals, contributing to a robust summer tourism season. One notable attraction is the North Thompson Museum & Archives operated by the Barriere & District Heritage Society (BDHS). While tourism is not currently classified as a standalone industry in statistical reporting, recent trends—particularly in the post-COVID-19 recovery period—indicate increasing visitor activity and economic potential in this sector.

## Forestry

Forestry has long been a foundational industry in Barriere, historically employing a significant portion of the local workforce. Gilbert Smith Forest Products continues to serve as a major employer, anchoring the local forestry economy. The sector experienced a significant disruption in 2003 when a wildfire destroyed the Tolko Industries Louis Creek Sawmill, impacting employment and local economic stability. Nonetheless, forestry remains vital to the region, with continued contributions from companies like Woodco Industries, Lower North Thompson Community Forest Society (LNTCFS), and Simpcw Resources Group. The associated trucking and transport sector also plays an essential role in moving raw timber and processed materials to regional and provincial markets.

## Agriculture

Agriculture continues to be a key pillar of the local economy, with over 500 agricultural operators active in the Barriere area. Alfalfa remains the dominant crop, supporting both livestock and diversified agricultural operations across the region. Community efforts are increasingly focused on strengthening local food systems, encouraging the consumption of locally grown products, and advancing sustainable farming practices. These initiatives not only support economic development but also reinforce the community's connection to the land.

## Mining

Barriere is located just south of the Yellowhead Copper (Harper Creek) project, one of the world's largest undeveloped copper deposits. As this project advances, it positions Barriere as a potential hub for mining-related activity in the North Thompson region. Increased mining operations are expected to bring new employment opportunities and associated industries, contributing to economic diversification and long-term growth. The involvement of Taseko Mines underscores the scale and strategic importance of this emerging sector.

## 3.6 Regional Context Statement

In accordance with Sections 446 of the *Local Government Act*, an *Official Community Plan* must include a Regional Context Statement (RCS) where a Regional Growth Strategy (RGS) applies to the same area as the OCP. The District of Barriere is within the jurisdictional boundary of the Thompson-Nicola Regional District (TNRD) and its *Regional Growth Strategy Bylaw No. 2409, 2013* as adopted on May 9, 2013, as amended or replaced from time to time. The strategy presents a long-term strategic framework to guide sustainable growth, foster economic and social balance, and promote regional cohesion. Rather than prescribing specific land uses, the RGS articulates broad objectives and identifies growth management priorities that inform land use planning and interjurisdictional decision-making.

The Regional Context Statement within this OCP demonstrates the alignment of the District's land use policies, planning principles, and community development objectives with the overarching vision and strategic priorities of the TNRD Regional Growth Strategy. The District affirms the importance of a collaborative and integrated approach to growth management, undertaken in partnership with the TNRD and Indigenous communities, including the Simpcw First Nation. This Plan fosters a framework for strengthened cooperation, grounded in principles of recognition, reconciliation, mutual respect, and shared stewardship.

The TNRD Regional Growth Strategy outlines ten key goals to help guide growth in a way that respects the region's diverse communities and landscapes. Urban areas are expected to grow while maintaining their character. Rural communities will remain rural, with new developments that fit their setting. Development in resource and wilderness areas will be limited and carefully managed to protect their natural value.

### Goals

1. Promote and encourage local and regional economic development
2. Protect and enhance the natural environment
3. Protect and maintain access to the resource base
4. Preserve the rural and wilderness character of the region
5. Protect farmland and encourage farming
6. Ensure adequate and appropriate services are provided
7. Maintain mobility throughout the region
8. Ensure adequate range of housing opportunities are available
9. Promote regional collaboration on common issues
10. Cooperate with First Nations in planning and servicing matters

As required under Sections 446 and 447 of the *Local Government Act*, TNRD member municipalities collectively support the RGS by preparing regional context statements identifying the relationship

between the OCP and RGS. The following table demonstrates how the OCP aligns with and achieves the objectives of the RGS.

**Table 3.6.1 Regional Context Statement**

RGS Policy Area	District of Barriere OCP Policy Alignment	Reference
<b>GOAL #1</b>	Barriere supports compact development through policies that promote mixed-use projects and increased densities within existing serviced areas, focusing growth near key amenities and infrastructure.	Policies 4.1.1, 4.1.3, 4.3.4, and 4.3.7
<b>Human Settlement</b>		
<b>GOAL #2</b>	Align energy and transportation planning with land use and settlement patterns to support conservation, enhance mobility, and improve overall efficiency.	Policies 5.1.1, 5.2.1, 5.2.3, 5.3.3, 6.1.3, and 6.2.1
<b>Energy and Transportation</b>		
<b>GOAL #3</b>	Barriere encourages economic diversification by promoting value-added local manufacturing (e.g., food and wood products), expanding telecommunications, supporting tech-based home businesses, and fostering research, lifelong learning, and pilot projects.	Policies 4.4.1, 4.4.2, 4.4.3, and 4.4.4
<b>Economic Development</b>		
<b>GOAL #4</b>	Promote environmental protection and enhancement through the collaborative application of stewardship principles	Policies 6.1.1, 6.1.2, 6.1.3, 6.1.4, 6.1.5, and 6.1.6
<b>Environmental Protection</b>		
<b>GOAL #5</b>	Preserve the Thompson-Nicola region’s archaeological and heritage resources, maintain its open spaces, and safeguard its rural character.	Policies 5.4.1, 5.4.2, and 5.6.1
<b>Open Space &amp; Cultural Heritage</b>		

<b>GOAL #6</b>	Barriere fosters collaboration by supporting partnerships with community groups, businesses, and all levels of government to ensure integrated and effective long-term planning.	Policies 5.3.4, 5.4.1, 5.6.1, and 6.2.1
<b>Co-operation and Process</b>		

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**B**  
**BARRIERE**  
**BUSINESS CENTRE**

Taseko Yellowhead

# SECTION 4: LAND USE POLICIES

## 4.1 Growth Management

The Official Community Plan (OCP) for Barriere establishes a framework for sustainable land use, guiding future growth with policies that reflect community values and long-term aspirations. Developed through an inclusive planning process, the OCP sets the following key objectives:

### 4.1.1 Support Compact, Mixed-Use Growth

- a. Promote higher-density, mixed-use development within established or designated development nodes.
- b. Pre-zone areas to enable complete, walkable neighbourhoods.
- c. Require Neighbourhood Plans for developments exceeding 4 hectares, detailing transportation, servicing, land use, density, parks, trail connectivity, and environmental considerations.
- d. Direct new development near existing amenities and services to enhance livability and infrastructure efficiency.
- e. New development shall be directed to locations that are within close proximity to existing active transportation infrastructure, including sidewalks, multi-use pathways, and cycling routes, and near established employment areas.

### 4.1.2 Revitalize the Downtown Core

- a. Enhance downtown as a vibrant hub through:
  - i. Retrofitting existing buildings where feasible.
  - ii. Incorporating local art and cultural expression.
  - iii. Creating public gathering spaces for social interaction and celebration.

- iv. Implementing a shared parking strategy that considers both on- and off-street solutions.

### **4.1.3 Guide Commercial and Industrial Development**

- a. Recognize and support existing and future commercial and industrial uses.
- b. Encourage mixed-use zoning and comprehensive development areas for land use flexibility.
- c. Support commercial and industrial uses that consider community health and wellbeing.

### **4.1.4 Protect Agricultural Lands and Promote Local Food Systems**

- a. Buffer urban development adjacent to the Agricultural Land Reserve (ALR) using ALC's "Landscaped Buffer Specifications" and consider public greenways as transition zones.
- b. Support local food production, agri-business innovation, and youth engagement in agriculture.
- c. Highlight agriculture's role in a resilient local economy.

### **4.1.5 Encourage Sustainable and Resilient Housing**

- a. Enable diverse housing options through flexible zoning and development incentives.
- b. Consider reducing Development Cost Charges (DCCs) for small-lot subdivisions that prioritize sustainability.
- c. Promote energy-efficient, net-zero buildings and support retrofitting for existing homes.
- d. When feasible, develop a sustainability checklist to guide new construction and renovations.

### **4.1.6 Expand Community Infrastructure Responsibly**

- a. Secure parkland through the statutory 5% land dedication or cash-in-lieu for all applicable subdivisions.
- b. Support expansion of municipal wastewater infrastructure.
- c. Encourage innovative infrastructure designs (e.g., narrow roads, French drains, multi-use pathways).
- d. Support integration of renewable energy and water reuse systems (eg. grey water spray irrigation) in new developments.
- e. Regulate new private well drilling where municipal water service is available to protect groundwater aquifer.
- f. Protect ecologically sensitive areas, including riparian areas, wildlife corridors and culturally relevant spaces.

## 4.2 Land Use Designations

### **RESIDENTIAL (RES)**

Support a broad mix of housing types, densities, and tenures to meet the needs of all ages, household types, and income levels. Complementary uses—such as small-scale commercial, institutional, or recreational facilities—may be considered through neighbourhood planning or site-specific zoning amendments, provided they are compatible with the residential context.

### **COMMERCIAL (COM)**

Promote the development of vibrant commercial centres that provide essential services, retail options, and employment opportunities for residents and visitors. Commercial areas should enhance walkability, support local entrepreneurship, and contribute to the community's economic resilience and livability.

### **INDUSTRIAL (IND)**

Ensure an adequate and appropriately located supply of industrial land to accommodate a range of uses, including manufacturing, warehousing, logistics, and innovation-based enterprises. Industrial areas support local employment and are vital to Barriere's economic development and supply chain infrastructure. Limit use allowances of new vehicle and wrecking through site specific zoning process.

### **PARK (P-1)**

Where feasible, protect and designate land for public parks, open space, and environmental conservation. These areas support physical and mental health, biodiversity, and climate adaptation, and provide opportunities for recreation, community gathering, and ecosystem protection.

### **INSTITUTIONAL & RECREATION (P-2)**

Consider lands for essential community services and facilities, including schools, places of worship, community halls, gyms, arenas, and other public amenities that promote education, wellness, culture, and social connection.

### **RURAL RESOURCE (RR)**

Where practical, preserve and support land for rural and resource-based activities, such as agriculture, forestry, aggregate extraction, and renewable energy production. These lands contribute to long-term food security, natural resource management, and the rural economy. Land within the Agricultural Land Reserve (ALR) are included in this designation.

- Residential subdivisions may be considered in Rural Resource areas where:
- The land is demonstrated to be unsuitable for resource-related activities.
- Development has limited conflict with existing or potential adjacent resource uses.

- Appropriate water supply and sewage disposal systems are available or are being made available.
- The proposal is confirmed to be environmentally safe by the appropriate provincial authority where required.

## **AGRICULTURAL LAND RESERVE (ALR)**

Where practical, recognize and uphold the purpose of the Agricultural Land Reserve by protecting lands for agricultural use and compatible rural resource activities. These lands are essential to the region’s food production, agricultural viability, and long-term land stewardship.

## **SAND/GRAVEL (SG)**

Identify and conserve known sand and gravel deposits for future use. Extraction and processing should occur on lands designated Rural Resource, Agricultural, or Industrial, and must follow best practices for environmental protection, noise mitigation, and dust control.

While the District does not regulate extraction activities directly, it encourages coordination with the responsible provincial agencies to ensure that sand and gravel operations are compatible with surrounding land uses. Deposits are shown on the Land Use Map for reference and long-term planning.

## **4.3 General Land Use Policies**

### **Residential Development**

Barriere is a vibrant, welcoming, and affordable community where residents enjoy a unique blend of rural charm and urban convenience. A diverse and adaptable housing stock is fundamental to supporting a healthy, inclusive, and resilient community. The OCP plays a central role in guiding the development of housing that meets the evolving needs of residents across all age groups and life stages—both today and into the future.

#### **4.3.1 Plan for an Aging Population through Seniors Housing**

- Prioritize seniors housing development to meet the growing demand driven by demographic shifts.
- Partner with senior governments, non-profits, and private sector stakeholders to develop a purpose-built seniors housing complex in Barriere.

#### **4.3.2 Foster Housing Diversity and Mixed-Use Neighbourhoods**

- Promote a range of housing types and densities to accommodate current and future residents, including young families, individuals, and seniors.
  - Encourage compact, mixed-use development to foster complete communities.

- ii. Support the implementation of a mixed-use zoning framework that allows for integrated commercial and residential uses.

### **4.3.3 Expand Affordable and Rental Housing Options**

- a. Support the development of rental and multi-family housing through targeted density incentives and wastewater infrastructure expansion.
- b. Explore partnerships and density bonusing opportunities on municipal and Crown land to catalyze apartment and multi-family housing development.
- c. Encourage multi-family and affordable housing proposals to include a mix of unit sizes and layouts to meet diverse household needs, including those of families, individuals, persons with disabilities, and seniors.

### **4.3.4 Promote Sustainable Residential Development to Reduce GHG Emissions**

- a. Support residential development that contributes to a connected community through the dedication and construction of trail corridors along the Barriere River and to key community amenities.
- b. Where appropriate, require all subdivisions to provide necessary parkland, trail infrastructure, and community facilities to ensure walkable access to essential services and the town centre.
- c. Where feasible, advance green building practices that position Barriere's housing stock toward a net-zero ready standard.
- d. All new subdivisions shall endeavour to incorporate site-based energy strategies including:
  - i. Site orientation that maximizes passive solar gain and seasonal shading.
  - ii. Use of native vegetation and strategic planting to enhance energy efficiency.
  - iii. Promotion of neighbourhood-based renewable energy solutions (e.g., geothermal, micro-wind, waste heat recovery).
  - iv. Onsite stormwater collection systems for non-potable uses such as food production and landscaping.
  - v. Support for a Barriere-specific green pilot housing project that showcases innovation in sustainable residential design.
  - vi. Cluster housing forms to reduce energy loss and minimize disruption to natural systems, drainage, and wildlife corridors.

## Commercial Development

Barriere's commercial vitality is centered around two interconnected yet distinct commercial areas (Downtown Core and Yellowhead commercial). Each area plays a unique role in the community, and together they contribute to Barriere's overall social, economic, environmental, and cultural sustainability. A coordinated approach to commercial development will help foster a diverse and resilient local economy.

### 4.3.5 Diversify and Expand Barriere's Commercial Economy

- a. Strengthen regional connections with Kamloops, Chu Chua, Sun Peaks, Clearwater, and surrounding communities by positioning Barriere as a destination for niche services and amenities.
- b. Advocate for expanded public transit services linking communities along the North Thompson corridor, with a direct connection to Kamloops.
- c. Encourage active participation from residents and businesses in shaping community development and supporting year-round employment.
- d. Leverage existing tourism strengths and expand tourism-based services, including:
  - i. Culinary and hospitality establishments
  - ii. Overnight accommodation
  - iii. Land and water-based recreational and tour operations
- e. Collaborate with local organizations in tourism, arts, culture, and recreation to cultivate a strong, recognizable Barriere identity that attracts and retains visitors.
- f. Support the development of a community-led tourism strategy that explores niche opportunities such as eco-tourism, four-season tourism, agri-tourism, and education-based tourism.
- g. Promote the expansion of available commercial rental space to accommodate emerging businesses.
- h. Identify and implement strategies to enable year-round tourism and enhance local economic stability.

### 4.3.6 Pursue Funding for Infrastructure that Supports Commercial Growth

- a. Actively pursue diverse funding streams to finance infrastructure projects that directly benefit local businesses and improve commercial viability, including, but not limited to:
  - i. Local improvement levies;
  - ii. Strategic municipal budget allocations;

- iii. Federal Community Works Fund;
- iv. Green Municipal Fund;
- v. Transit and transportation infrastructure grants;
- vi. Canada Strategic Infrastructure Fund; and
- vii. Infrastructure Canada programs.

#### **4.3.7 Develop and Strengthen Two Interconnected Commercial Cores**

- a. Promote simplified and expedited redevelopment processes through supportive land use policies, zoning, and permit systems.
- b. Continually encourage downtown beautification and encourage community pride through participation in programs such as *Barriere Blooms* program.
- c. Create incentives to stimulate small-scale, mixed-use commercial development within the downtown core, fostering a vibrant and walkable community centre.

### **Industrial Development**

Barriere is home to two key industrial areas, each offering unique opportunities for economic growth and long-term community resilience. One is situated in the southernmost part of the municipality on the east side of the Yellowhead Highway, adjacent to the municipal boundary. The second lies to the north, west of the Yellowhead Corridor Development Permit Area. Strategically managing the development of these areas will support the creation of full-time, year-round employment and contribute to a stronger municipal tax base—enabling investment in public amenities and infrastructure.

#### **4.3.8 Diversify and Strengthen the Industrial Sector**

- a. Support new industrial ventures, with a strategic focus on environmentally sustainable (“green”) industries.
- b. Promote Barriere as a destination for innovative industrial development by forming partnerships with prospective investors, entrepreneurs, and regional stakeholders.
- c. Support the development of agri-tourism enterprises that integrate processing, packaging, and agricultural value-added activities.
- d. Explore and promote new forest-sector initiatives, including:
  - i. Programs centered on non-timber forest products (e.g., mushrooms, medicinal plants, wild berries);
  - ii. Local value-added wood processing;
  - iii. Forest education and stewardship training.

- e. Assess opportunities for co-generation and biomass-based energy systems that use local feedstocks to produce heat and power, improving energy resilience.
- f. Position Barriere as a potential hub for wildfire recovery research and innovation, including pilot projects, field trials, and partnerships with academic institutions or provincial agencies.

### **4.3.9 Maximize the Use of Local Resources for Value-Added Industrial Activity**

- a. Consider exploring the feasibility of utilizing biomass from local forest operations for renewable energy generation.
- b. Investigate industrial sites suitable for resource recovery facilities or other partnerships that handle, repurpose, or process waste streams from Barriere and the wider region—supporting circular economy principles and waste diversion goals.

## **4.4 Economic Resiliency**

A resilient and adaptive local economy is essential for building a sustainable, self-reliant community. Barriere’s economic foundation has historically been rooted in forestry and agriculture. While these industries continue to play a vital role, the community is embracing a more diversified, inclusive, and innovation-driven approach to economic development. An approach that focuses on leveraging community strengths, local knowledge, and regional partnerships to build economic capacity and long-term prosperity for residents.

### **4.4.1 Strategic and Community-Centered Economic Development**

Foster economic development strategies that reflect Barriere’s values, community strengths, and long-term sustainability goals.

- a. Celebrate and support local resource-based industries, including agriculture, forestry, silviculture, and value-added processing.
- b. Position Barriere as a center for sustainable resource management and applied research in forestry, land stewardship, and agriculture.
- c. Ensure that the community’s economic activities are designed to support a high quality of life for residents over the long term.
- d. Actively involve residents and Indigenous communities in economic planning processes.
- e. Continue to support the North Thompson Fall Fair and Rodeo as a cornerstone event for local culture and economic activity.
- f. Encourage value-added opportunities in traditional sectors such as wood processing and agri-food production.
- g. Promote business incubation, mentorship, and support networks for entrepreneurs and start-ups.

- h. Strengthen the local social economy by supporting community-based enterprises and non-profit economic initiatives.

#### **4.4.2 Economic Diversification and Innovation**

Build a diverse and adaptable local economy that encourages innovation, entrepreneurship, and knowledge-based industries.

- a. Support local manufacturing, especially in niche agricultural and forest products.
- b. Consider investing in high-speed internet and telecommunications infrastructure to attract remote workers and technology-based businesses.
- c. Encourage applied research, product development, and pilot projects to drive economic innovation.
- d. Collaborate with post-secondary institutions to promote lifelong learning and workforce training.
- e. Support demonstration projects that showcase local ingenuity and promote green technologies.

#### **4.4.3 Strengthening the Local Food and Agricultural Economy**

Develop a strong local food system that supports farmers, enhances food security, and contributes to the local economy.

- a. Support sustainable forestry and community forest initiatives as part of the regional resource economy.
- b. Strengthen value-added agricultural enterprises and promote local agri-business development.
- c. Foster a full-cycle local food economy—from production and processing to distribution, consumption, and composting.
- d. Promote the installation of commercial-grade kitchens in public facilities to support food entrepreneurs.
- e. Support the Barriere Farmers Market as a community anchor that showcases local producers and artisans.
- f. Support community food infrastructure such as greenhouses, food storage, drying rooms, and composting facilities, including at the Louis Creek Eco-Depot.
- g. Consider reviewing and adapting land use policies to enable agri-tourism and mixed-use food-based enterprises.

#### 4.4.4 Leadership in Sustainable Economic Development

Lead in rural innovation through strategic investment, research, and collaboration.

- a. Develop clear linkages between local economic policies, investments, and measurable outcomes.
- b. Support year-round employment opportunities that provide stable and livable incomes.
- c. Elevate agriculture as a long-term economic driver and cultural asset.
- d. As committed in the Memorandum of Understanding, partner with Simpcw First Nation to create opportunities in tourism, forestry, land stewardship, and entrepreneurship.

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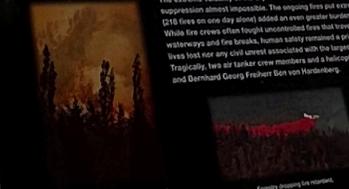
### The 2003 Fire Season In British Columbia Will Not Be Forgotten

The 2003 fire season was one of the most catastrophic in British Columbia's recorded history. Due to an extended drought in the southern half of the province, forest firefighters faced conditions never seen before in Canada. Lightning strikes, human carelessness, and arson all contributed to igniting nearly 1,000 fires involving more than 10,000 firefighters and major equipment and burning over 100,000 hectares.

This extreme volatility of the dry forests, compounded by the previous drought, resulted in unprecedented fire behavior and made the suppression almost impossible. The ongoing forest fire recovery pressure on human and equipment resources and the high backlog of fire lines, CTRC crews on one day worked almost an entire summer before the suppression teams.

While fire crews often fought uncontrolled fires that traveled 40 more than seven kilometers, and forest roads kilometers west highways, waterways and fire breaks, human safety remained a priority and not a single firefighter was lost on the front. In addition, there were no civilian lives lost nor any civil assets associated with the largest evacuation in B.C. history, which burned more than 100,000 people.

Tragically, two fire tanker crew members and a helicopter pilot lost their lives while fighting the fires in British Columbia. Ian MacLure, Eric Clark, and Bernhard Georgy, Firefighter Glen von Hordenberg.



Firefighters at the fire line at the forest and Williams at Lake Creek, August 1, 2003.



Firefighters dropping fire retardant.

### The Beginning Of A Nightmare - Started By A Cigarette Butt

The summer drought of 2003 in British Columbia was the most severe in the province's history. The extreme volatility of the dry forests, compounded by the previous drought, resulted in unprecedented fire behavior and made the suppression almost impossible. The ongoing forest fire recovery pressure on human and equipment resources and the high backlog of fire lines, CTRC crews on one day worked almost an entire summer before the suppression teams.

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# SECTION 5: COMMUNITY WELL-BEING POLICIES

## 5.1 Community Well-being Policies

Community well-being in Barriere is rooted in a strong sense of place, social cohesion, and a high quality of life. Residents benefit from the community's rural charm, proximity to Kamloops, and easy access to a wealth of outdoor recreational opportunities. Barriere offers healthcare, accessible education, diverse recreational amenities, and a level of affordability that makes it attractive to people at all stages of life. These attributes contribute to a safe, welcoming, and inclusive environment where residents feel deeply connected to one another.

This sense of connection extends beyond municipal boundaries to include a respectful and collaborative relationship with the Simpcw First Nation of Chu Chua. With a population of just over 700, the Peoples of Simpcw First Nation are a culturally vibrant community grounded in principles of respect, responsibility, and lifelong learning. Their commitment to holistic wellness and cultural continuity enhances the social and cultural fabric of the wider region. The partnership between Barriere and the Simpcw First Nation reflects a shared vision of reconciliation and mutual support as outlined in the Memorandum of Understanding signed in 2025.

Barriere's spirit of volunteerism and civic participation is a hallmark of community life. Residents consistently demonstrate a "can-do" attitude, supporting local initiatives and fostering a culture of cooperation and engagement. Clubs, churches, educational groups, and service organizations offer countless ways for individuals to contribute, strengthening social ties and community resilience.

Arts, culture, and local traditions are also integral to community well-being. From musical performances and theatre to artisan crafts and seasonal festivals, cultural expression is woven into everyday life. Events such as the North Thompson Fall Fair and Rodeo and the Barriere Farmers Market celebrate the community's agricultural heritage and creative spirit, bringing people together and reinforcing a shared sense of identity and pride.

## 5.2 Social System

### 5.2.1 Health and Quality of Life

To foster a healthy, inclusive, and vibrant community where residents of all ages enjoy a high quality of life.

- a. Encourage active transportation and multi-modal mobility options.
- b. Support local and sustainable food systems that improve access to fresh, nutritious food.
- c. Promote aging-in-place through accessible housing, services, and inclusive recreational and social opportunities for seniors.
- d. Ensure recreational amenities support physical, mental, and social wellbeing for all residents.
- e. Deliver high-quality, safe, and accessible recreation and leisure options throughout the community.

### 5.2.2 Access to Health Care and Social Services

To ensure residents have access to high-quality, inclusive, and appropriate health care and social services.

- a. Promote a built environment that supports active, healthy living through well-designed housing, infrastructure, and public spaces.
- b. Collaborate with health authorities to deliver accessible and inclusive health services to all demographics.
- c. Work with neighbouring municipalities, Simpcw First Nation, and various levels of government to address regional health and social service priorities.

### 5.2.3 Engagement, Education, and Learning

To support inclusive educational pathways and lifelong learning opportunities for all ages.

- a. Collaborate with educational institutions to create local learning hubs, satellite campuses, and workforce development programs.
- b. Advocate for a complete continuum of education, from early childhood through adult learning.
- c. Expand early learning opportunities and support networks for young families and caregivers.

### 5.2.4 Community Participation and Youth Engagement

To empower residents, especially youth, in the civic life of the community.

- a. Explore opportunities for youth engagement and leadership development through advisory

panels and mentorship.

- b. Foster partnerships with School District #73, Interior Health, and others to support integrated community programming.
- c. Provide platforms for community input through town halls, digital forums, and participatory planning.
- d. Promote multigenerational collaboration and mentorship to strengthen community cohesion.
- e. Ensure engagement processes are inclusive to the diverse needs of all community members, including children and youth, people with diverse abilities, and low-income residents.

### **5.2.5 Volunteerism and Leadership Development**

To recognize, support, and grow the culture of volunteerism in Barriere.

- a. Celebrate volunteers through annual appreciation events and awards.
- b. Offer training, incentives, and recognition programs to retain and attract volunteers.
- c. Facilitate networking and capacity-building for volunteer groups and individuals.
- d. Engage new residents in community life through volunteer opportunities.

To build community leadership capacity across all demographics.

- a. Encourage volunteer-based management of community assets where appropriate.
- b. Support a comprehensive inventory of community services and volunteer opportunities.
- c. Support formal leadership development programs for youth and adults.

### **5.2.6 Food Security and Economic Development**

To strengthen local food security and celebrate the agricultural heritage of Barriere.

- a. Promote local food at public events and support local food entrepreneurs wherever possible.
- b. Celebrate agriculture through awards, business development, and participation in food-related competitions.
- c. Encourage organic and sustainable farming practices.
- d. Support initiatives such as community gardens and collective food preparation spaces.
- e. Incorporate food-safe infrastructure into community facilities.

To align local food system development with economic growth strategies.

- a. Support community food events and educational campaigns.
- b. Promote local food processing and agri-business opportunities.
- c. Support the Farmers Market and operation models.
- d. Encourage the transformation of underused spaces into community food production areas.
- e. Explore the creation of local compost and nutrient programs using organic waste.

## 5.2.7 Healthcare Services

The District of Barriere has access to a range of healthcare services designed to meet the needs of the community. The Barriere Health Centre, operated by Interior Health as part of the Kamloops Local Health Area, provides essential clinical services. The centre is supported by a team of up to 3 full-time family physicians. While the centre does not offer acute care beds, it provides a variety of services including:

- Breastfeeding clinics & support
- Child, youth and school immunization program
- Choice in support for independent living
- Community transportation to Kamloops (twice a week)
- Diabetes and nutrition education program
- Health services for community living
- Home health and home support
- Lab collection
- Mental health & substance abuse
- Postpartum care
- Pre- and postnatal support
- Primary care
- Radiology (X-ray)
- School nursing support services
- Telehealth

These services, while comprehensive, are supplemented by nearby hospitals for more specialized care. The Royal Inland Hospital, located 67 kilometers south in Kamloops, is a tertiary-level facility providing high-level specialty medical care, while Dr. Helmcken Memorial Hospital in Clearwater, 63 kilometers to the north, offers additional healthcare services.

## 5.3 Parks, Recreation, and Trails

Barriere's abundant natural landscape is central to the community's identity and quality of life. Surrounded by forests, rivers, and mountain views, the region offers year-round recreational opportunities that support the physical, mental, and social well-being of residents and visitors alike. From walking, biking, and hiking to skiing, fishing, and hunting, outdoor recreation is an integral part of life in Barriere.

The District maintains a well-developed network of parks, open spaces, trails, and recreational amenities that serve people of all ages and interests. Key community features include:

**Fadear Park**, which functions as the community's recreational hub and includes:

- Bandshell with washrooms
- Skatepark, splash pad, small basketball court, and playground
- Outdoor exercise equipment
- Covered and open picnic areas
- A walking oval for leisure and fitness

**Neighbourhood parks**, such as Oriole Park and Bradford Park, each with:

- Small playgrounds, benches, and green space

Other community amenities, including:

- Trails along the river's edge for walking and biking
- Ball fields and a multi-use sports court (tennis, pickleball, and seasonal ice skating)
- Fieldhouse with washrooms, event concession, picnic areas, and a dog park
- A volunteer-built and maintained bike park
- Cemetery

These amenities not only provide opportunities for active living but also contribute to environmental goals to mental wellness, social connection and environmental goals. Many of Barriere's parks and green spaces act as carbon sinks, supporting the District's climate mitigation objectives while enhancing ecosystem health.

Beyond municipal facilities, Barriere is surrounded by several provincial parks within short driving distances, offering a deeper connection to nature. These include:

- Adams Lake Park
- Barriere Forks Park
- Chu Chua Cottonwood Park

- Dunn Peak Park
- Eakin Creek Canyon Park
- Emar Lakes Park
- High Lakes Basin Park
- North Thompson Islands Park
- Porcupine Meadows Park
- Tsintsunko Lakes Park.

These protected areas showcase the ecological richness and scenic beauty of the North Thompson Valley, making Barriere a natural base for outdoor tourism and weekend exploration.

Whether it's for an afternoon walk in a local park, nearby recreation site or a weekend getaway to explore the provincial parks, Barriere provides a rich array of parks and recreational spaces for people of all ages to enjoy and connect with the natural world.

The following objectives and policies guide the District's approach to maintaining and expanding recreational opportunities in a manner that is inclusive, accessible, and sustainable:

### **5.3.1 Ensure the provision of inclusive, accessible, and diverse recreational services and facilities for all residents, while integrating recreation and open space with land use planning, tourism, and active transportation systems.**

- Consider updating and maintaining the Parks and Open Space Master Plan to guide long-term planning, prioritization, and investment in parks, trails, and natural areas.
- Consider updating the Active Transportation Plan, with a focus on expanding and improving existing pedestrian, cycling, and multi-use networks, in collaboration with key partners such as Interior Health, MOTT, BC Transit, and SD73.
- Ensure that all recreation facilities and programs are inclusive and accessible to people of all ages, abilities, cultural backgrounds, and income levels.
- Require large developments to dedicate, construct, and connect greenways, trails, and multi-modal paths as part of rezoning and subdivision approvals.
- Ensure the provision of sufficient parkland and improve linkages between parks and open spaces to form a cohesive and connected recreational network.

### **5.3.2 Foster a sense of community ownership and stewardship over parks, trails, and open spaces through engagement, volunteerism, and local leadership.**

- Encourage community-led gardening, landscaping, and stewardship initiatives, including neighbourhood gardens and urban agriculture projects.

- b. Support community groups in creating and maintaining a Community Recreation Amenities Guide to inform future capital investments and reflect evolving community priorities.
- c. Endeavour to implement a regular maintenance and safety program for parks and trail systems to ensure reasonable accessibility and usability throughout the year.
- d. Work with user groups, sports organizations, and residents to assess needs, promote recreation, and support partnerships.

### **5.3.3 Provide a wide range of recreational opportunities that support healthy lifestyles, enhance tourism, and reflect the interests of all community members.**

- a. Continue expanding the active transportation network to connect neighbourhoods, recreation areas, schools, and commercial centres.
- b. Where practical, extend and formalize trail connections to enhance access and encourage use.
- c. Strengthen regional trail connectivity by supporting the extension of corridors to nearby communities and outdoor destinations, positioning Barriere as a recreational hub in the North Thompson Valley.

## **5.4 Community Infrastructure**

An integrated, forward-looking infrastructure strategy is essential to Barriere’s livability, sustainability, and economic prosperity. The District’s location along Highway 5 provides strategic advantages such as both a transportation corridor and a growing tourism destination while adhering to MOTT’s permitting requirements. Community infrastructure in Barriere includes systems for solid waste, water, wastewater, transportation, and digital connectivity, which are critical to supporting growth and maintaining a high quality of life.

### **Solid Waste**

The District of Barriere provides weekly curbside garbage collection, while recycling is collected on an alternating week schedule (paper projects one week and containers the next week). Regulation size garbage containers and totes are used for collection. The District also owns and maintains corrugated cardboard collection bins through the community.

The Thompson-Nicola Regional District (TNRD) manages the Louis Creek Eco-Depot on Agate Bay Road. This facility accepts a wide range of materials including household garbage, recyclables, waste paint, used motor oil, yard waste, wood, and metals. The Eco-Depot is designed to divert materials from landfills, promote recycling, and support regional environmental goals.

### **5.4.1 Promote an environmentally responsible and efficient solid waste management system.**

- a. Encourage best practices in waste reduction, recycling, and composting.
- b. Deliver ongoing public education to improve household and business waste management.
- c. Coordinate local waste initiatives with the TNRD recycling and diversion programs.
- d. Promote the 5 R's: Reduce, Reuse, Recycle, Recover, and Residuals Management in all community waste planning.

### **Water System**

The District of Barriere currently draws its water supply from deep groundwater wells. Water characteristics vary from well to well, but all water supplied is treated so it is safe to drink. The water is disinfected to comply with Ministry of Health standards before entering the distribution system.

The quantity of water available from these aquifers is limited. Therefore, universal water metering has been introduced to encourage careful water consumption. As Barriere grows, it will eventually become necessary to find a supplementary source of water. Any new sources will require the construction of a treatment plant.

There are still a small number of homes serviced by water licences or private water wells on individual properties. The District is not responsible for private wells.

### **Wastewater System**

Most properties currently have individual onsite sewerage systems. The Interior Health Authority (IHA) administers the Sewerage System Regulation that came into effect in 2005. All systems designed to accommodate flow up to 22,700L/d. This comprises most on-site disposal fields within Barriere. Interior Health investigates and works to have potential health hazards caused from sewerage system malfunctions corrected.

On-site sewerage systems with a capacity greater than 22,700 L/d require approval and monitoring under the Ministry of Environment's Municipal Wastewater Regulation (MWR). The District requires all new developments that at final build-out will produce sewage volumes requiring an MWR system, to provide the land for, construct and then turn over to the District a commissioned communal system. Headway Investments (4510 Power Rd) is presently the only non-municipal system in Barriere which is regulated under the MWR.

Individual on-site systems tend to be relatively expensive for the property owner over time, and the effluent discharge may be low in quality. The disposal fields also limit the options for the use of yard space, including infill housing. Council has adopted a policy that over time will see the majority of properties tied into a municipally owned and operated system. Extension of the sewer network will occur as funding becomes available and will require an update to the current wastewater management plan.

## 5.4.2 Extend essential infrastructure and services to support sustainable growth.

- a. Connection to the District wastewater system for existing and new developments within the downtown core.
- b. Require all new development to connect to the District water and wastewater system, except where physically or economically unfeasible, as determined by the District.
- c. Require large subdivisions to connect to municipal wastewater or construct a community wastewater system to District standards and dedicate it, including the land, to the District for long term operation and maintenance as determined by the District.
- d. Promote responsible on-site water and sewerage system management for all existing systems.
- e. Encourage compliance with Provincial regulations for on-site sewerage systems, including on-going maintenance.
- f. Encourage water conservation for both residential and commercial sectors in accordance with the District Water Conservation Plan.
- g. Review water consumption patterns and implement universal water metering to promote conservation.
- h. Maintain auxiliary power systems for the water and wastewater utilities.
- i. Regularly review and update the Water Conservation Plan and Wastewater Master Plan to strengthen eligibility for grant funding and support future water and wastewater infrastructure projects.
- j. Strategically connect underserviced areas to District wastewater infrastructure to allow for densification and other housing options.
- k. Promote responsible use and management of private on-site water and sewerage systems.
- l. Require all new dwellings and commercial buildings to connect to municipal services when available, as determined by the District.
- m. Promote lot development to consider long term sustainability of onsite wastewater systems, where connection to community services is not physically or economically unfeasible, as determined by the District.

## Roads and Transportation

Barriere is located on the Yellowhead Highway (Highway 5), offering direct connections to Kamloops, northern British Columbia, and Alberta. Responsibility for Highway 5 lies with the Province and its contractors, while the District is responsible for maintaining all local roads.

The Province's 2023 Highway 5 Barriere Access Needs Study outlines corridor improvements to support long-term intersection performance and safety in alignment with anticipated community growth.

The Barriere Access Needs Study concluded that existing traffic operations are functioning acceptably, with no immediate improvements required, and identified 2049 as the earliest timeframe when traffic signal warrants may be met.

Available transportation options in or near Barriere include:

- Health Connections transit service

There are two inland ferries crossing the Thompson River at McLure (43 km) and (Little Fort (93 km), each with a capacity of 2 vehicles and 12 passengers.

### **5.4.3 Plan for a safe, efficient, and multi-modal transportation network that supports economic growth and community well-being.**

- a. Ensure large new developments incorporate walking, cycling, and mobility-friendly features.
- b. Align land use planning with highway safety and mobility goals, particularly along Highway 5.
- c. Provide high-quality signage, lighting, and amenities for all transportation modes.
- d. Design land use adjacent to Highway 5 to be compatible with transportation safety and noise mitigation.
- e. Preserve and enhance local roads to support alternative and active transportation options.
- f. Promote active transportation through a connected, non-motorized trail network.
- g. Foster pedestrian-oriented design that links new developments with existing neighbourhoods and key destinations wherever practical.
- h. Work with the Ministry of Transportation and Transit to implement an integrated transportation and land use approach when undertaking planning studies or considering development in proximity to Highway 5.

### **5.4.4 Facilitate access to digital infrastructure that supports economic innovation and inclusion.**

- a. Encourage the shared use of telecommunications infrastructure to reduce costs and environmental impact.
- b. Promote regional cooperation in expanding broadband and digital service access for all residents and businesses.

## **Asset Management**

### **5.4.5 Prioritize asset management investments to ensure long-term service**

## **reliability.**

- a. Maintain and strengthen reserve funding to support proactive infrastructure planning and renewal.
- b. Implement timely and strategic asset replacement projects aligned with lifecycle needs.
- c. Regularly review and, where necessary, update long-range water and wastewater management plans reflect emerging demands and future growth.

## **5.5 Arts, Culture, and Heritage**

Arts, culture, and heritage are essential to the social fabric, civic identity, and creative economy of Barriere. They contribute to community well-being, foster a sense of belonging, and celebrate the shared and diverse histories of the region. The community's cultural landscape is enriched by local organizations, artisans, and heritage champions, whose work strengthens intergenerational connections and enhances Barriere's appeal as a vibrant rural hub in the North Thompson Valley.

The District recognizes that cultural expression and historical preservation are integral to placemaking, tourism, and economic development. Through collaboration, strategic investment, and thoughtful integration into planning and design processes, Barriere aims to cultivate a thriving and inclusive cultural identity that supports lifelong participation and creative expression.

### **5.5.1 Cultivate a strong, inclusive, and visible cultural identity for Barriere.**

- a. Consider incorporating public art and culturally expressive design into civic buildings, streets, and public spaces.
- b. Promote Barriere's creative and cultural industries as key pillars in tourism, economic development, and placemaking strategies.
- c. Consider integrating arts and culture into municipal planning processes, including recreation programming and community design.
- d. Recognize and celebrate arts and culture as essential to community wellbeing and identity.
- e. Encourage participation across all age groups in cultural activities and creative expression.
- f. Where practical, partner with local and regional organizations—such as the Barriere & District Heritage Society and the North Thompson Arts Council—to enhance cultural programming and resource-sharing.
- g. Explore opportunities to protect and conserve heritage buildings, landscapes, and artifacts that contribute to the community's unique character and historical narrative.
- h. Explore opportunities to create and support dedicated spaces for the practice, exhibition, and performance of the arts, including visual, performing, literary, and multimedia arts; and

- i. Support the development of a connected creative network that links artists, artisans, cultural organizations, and residents for knowledge sharing, promotion, and collaboration.

### 5.5.2 Recognize, protect, and celebrate the cultural and historical heritage of Barriere and the North Thompson Valley.

- a. Where feasible, undertake and maintain an inventory of local historical assets, oral histories, and culturally significant events and places.
- b. Support and collaborate with local heritage organizations, such as the North Thompson Museum and Archives, in preserving and sharing local history.
- c. Where feasible, integrate opportunities for public participation, education, and cultural celebration into the design of public spaces, streetscapes, buildings, and community gathering areas.
- d. Promote heritage as a living component of Barriere’s civic identity and an opportunity for intergenerational learning and connection.
- e. Work together with Simpcw First Nation, as outlined in the Memorandum of Understanding (2025), to identify and protect areas of archaeological and cultural significance.
- f. Consider integrating heritage values into land use planning, especially along the Barriere and North Thompson Rivers.

## 5.6 Public Safety and Emergency Preparedness

Barriere’s emergency services are well-coordinated through local, provincial, and regional partnerships to ensure prompt response to emergencies.

**RCMP:** The local RCMP detachment serves a population of approximately 6,000 and serves Barriere, Chu Chua, and surrounding areas with an assigned team of four full-time officers. The RCMP works closely with community-based organizations like Block Watch, which helps facilitate local alerts, and Crime Stoppers, which allows citizens to anonymously report crimes.

**Fire Services:** The District's fire department plays a crucial role in emergency response with a full-time fire chief and approximately 22 trained volunteer members, trained in structural and wildfire suppression, highway rescue and more. Firefighting resources include a 500-gallon truck with compressed air and foam system, a 1,000-gallon truck with foam system, a 1,500-gallon fire tender, and a 1-tonne rapid attack truck. Barriere’s fire department also has a mutual aid agreement with the Simpcw Volunteer Fire Department, enabling coordinated responses to fires and other emergencies.



**Ambulance Services:** BC Ambulance Service provides emergency medical services in Barriere, as part of the province's emergency health services network. The ambulance service provides emergency pre-hospital treatment and transportation by ambulance to the public and visitors to BC.



**Search and Rescue:** Founded in 1982, Barriere Search and Rescue (SAR) is a volunteer organization experienced in ground, embankment, flat water, and auto-extrication rescues. Members are trained in SAR techniques, first aid, rope rescue, and tracking. The unit plays a critical role in regional rescue operations and collaborates with the fire department and other SAR groups as needed.



**Barriere First Responders:** The Barriere First Responders Society is a not-for-profit volunteer organization that provides emergency medical care in Barriere and surrounding area. They serve as a 'first link' to medical emergencies when ambulances are delayed. They are staffed by volunteers who undertake regular training sessions. Because they integrate with other emergency services, they coordinate closely with the fire department and search and rescue for broader incident management.

**Emergency Management and Preparedness:** The District of Barriere maintains a local Emergency Management and Evacuation Plan (EMP). While overall emergency planning responsibilities may be delegated to the Thompson-Nicola Regional District (TNRD), the District retains authority to declare a state of local emergency and issue evacuation orders. This governance structure ensures that Barriere can respond swiftly and locally while benefiting from the broader coordination and resources of the TNRD.

At the provincial level, the Ministry of Emergency Management and Climate Readiness (EMCR) supports coordinated emergency response across the region. Locally, Barriere is served by a network of emergency partners, including the Barriere and Simpcw fire departments, BC Ambulance Service, the RCMP, First Responders, and ESS. Citizens have access to the TNRD's emergency alert system, which, along with the District's eNews and web posting, provides timely updates during critical events.

This integrated approach to emergency management—combining local authority, regional coordination, and provincial support—ensures that Barriere is prepared to respond effectively to a wide range of emergencies, including wildfires, floods, medical incidents, and other natural or human-caused disasters.

**Wildfire Resiliency:** Wildfire is a natural component of British Columbia's ecosystems; however, it presents significant risk to life, property, infrastructure, and environmental values in and around Barriere.

In 2003, the McLure Fire significantly impacted Barriere and the neighbouring communities of McLure and Louis Creek. Approximately 3,800 residents were evacuated, and 72 homes and nine businesses were destroyed, including the local mill that provided employment for many community members. More recently, nearby communities along Highway 5, including Darfield in 2021, have also experienced wildfire impacts.

Across British Columbia, four of the most severe wildfire seasons in the past century have occurred within the last decade (2017, 2018, 2021, and 2023). These events highlight the increasing frequency and intensity of wildfires and reinforce the importance of proactive wildfire risk reduction, emergency preparedness, and comprehensive planning—particularly within the wildland-urban interface in the Southern Interior.

In response to the continued and growing wildfire threat, the District prepared a Community Wildfire Resiliency Plan 2025 (CWRP) to assess wildfire threat and provide action items and recommendations that reflect local priorities and provincial goals for wildfire mitigation. The following policies are meant to ensure that the District of Barriere remains a safe, resilient, and well-prepared community through proactive planning, coordinated service delivery, and public education.

- a. Ensure that fire protection, rescue, policing, and emergency response services grow in step with community needs and population change.
- b. Require new developments to contribute toward enhanced fire protection infrastructure and capacity (e.g., firefighting equipment, water pressure upgrades, fire underwriter surveys) through Amenity Cost Charges (ACC).
- c. Continue working with the RCMP to ensure effective and adaptable policing strategies to meet the needs of a changing population.
- d. Provide continued support to the District's fire department through training, recruitment, and modern equipment.
- e. Expand public education and outreach on emergency preparedness, evacuation planning, and FireSmart principles.
- f. Support mutual aid agreements and cross-training initiatives among local fire departments and the BC Wildfire Service.
- g. Collaborate with the Thompson-Nicola Regional District (TNRD) and other partners to maintain and implement a comprehensive Emergency Preparedness Plan.
- h. Encourage continued provincial investment in fuel mitigation, FireSmart programming, and emergency response capacity. Promote FireSmart principles and best practices for wildfire risk reduction in both urban and interface areas.
- i. Encourage the integration of Crime Prevention Through Environmental Design (CPTED) principles in the planning and approval of all large new development; and

- j. Empower residents, businesses, and institutions to build personal and collective emergency preparedness through accessible information and training resources.

## 5.7 Indigenous Reconciliation

### 5.7.1 Relationship with Simpcw First Nation

Foster a respectful, collaborative, and enduring relationship between the District of Barriere and Simpcw First Nation grounded in reconciliation, mutual understanding, and shared stewardship of the land.

- a. Promote and support meaningful partnerships among the Simpcw First Nation, local organizations, businesses, and all levels of government to advance inclusive community development and cultural recognition.
- b. Maintain clear, consistent, and respectful channels of communication between the District, Simpcw First Nation, Barriere residents, and neighbouring communities to encourage dialogue, transparency, and mutual respect.
- c. Foster meaningful partnerships with Simpcw First Nation through collaborative governance, cultural exchange, and joint initiatives that benefit both communities.
- d. Promote reconciliation by considering Indigenous knowledge, values, and history into local decision-making and planning processes.
- e. Enhance two-way communication channels between Simpcw First Nation, local government, residents, and neighbouring communities.

To support the preservation and celebration of Indigenous cultural resources within the plan area, and to foster respectful and meaningful relationships with the Simpcw First Nation.

- a. Collaborate with the Simpcw First Nation to develop a culturally sensitive communications strategy that supports the protection of archaeological resources and the sharing of Indigenous history through storytelling and education.
- b. Strengthen the District's relationship with the Peoples of Simpcw First Nation by fostering dialogue, mutual understanding, and when feasible, inclusive planning approaches that honour cultural diversity and traditional knowledge as outlined in the Memorandum of Understanding signed in 2025.

To honour and support traditional food systems and land use practices of Simpcw First Nation.

- a. Facilitate opportunities for Indigenous food gathering, hunting, and fishing in accordance with traditional protocols.
- b. Promote intergenerational learning and awareness of traditional food systems.
- c. Partner with regional food networks, such as the North Thompson Valley Food Coalition, to advance shared goals.



# SECTION 6: CLIMATE RESILIENCY



There is a growing global consensus that climate change is a direct result of human activities. Observable shifts in weather patterns, the increasing intensity of storms, wildfires, and other natural events, altered growing conditions, changes in water availability, rising incidences of pests and disease, and the degradation of wildlife habitats are all indicators of a changing climate. The United Nations Framework Convention on Climate Change (UNFCCC) defines climate change as “a change in climate due to human activity that alters the composition of the global atmosphere, and which is in addition to natural climate variability observed over comparable time periods.”

Two interrelated approaches have emerged as central strategies in climate action:

1. **Climate Mitigation** – This strategy focuses on reducing or avoiding the emission of carbon dioxide (CO<sub>2</sub>) and other greenhouse gases. It includes actions that reduce emissions at the source, as well as mechanisms to capture and store existing CO<sub>2</sub>, with the objective of restoring atmospheric concentrations to safer levels, such as 350 parts per million (ppm).
2. **Climate Adaptation** – This involves implementing practical changes on the ground that enable communities and ecosystems to adjust and become more resilient to the current and future impacts of climate change.

A primary driver of climate change is the continued accumulation of CO<sub>2</sub> in the atmosphere, largely from the combustion of fossil fuels for transportation, industrial processes, heating and cooling, energy production, and resource extraction. To address this, there is an urgent need for proactive planning strategies that transition society toward sustainability, reducing emissions and mitigating their long-term impact.

In the District of Barriere, the protection and stewardship of the natural environment are essential to ensuring the health of water supplies, ecosystem integrity, and overall community livability. The Official Community Plan (OCP) reflects an understanding that people are integral to the ecosystem, and that both the economy and society are inextricably linked to environmental health. The OCP supports planning practices that sustain and enhance ecological services, rather than diminish them.

# Changing Climate Projections (2021- 2080)



Annual Mean Precipitation (mm)



Annual Mean Temperature (°C)



Projected annual range in mean temperature: 4.5 - 9.3 C (2021-2080)



By 2050, the range in annual precipitation is expected to be 453mm - 690mm, compared to 466mm - 724mm by 2080



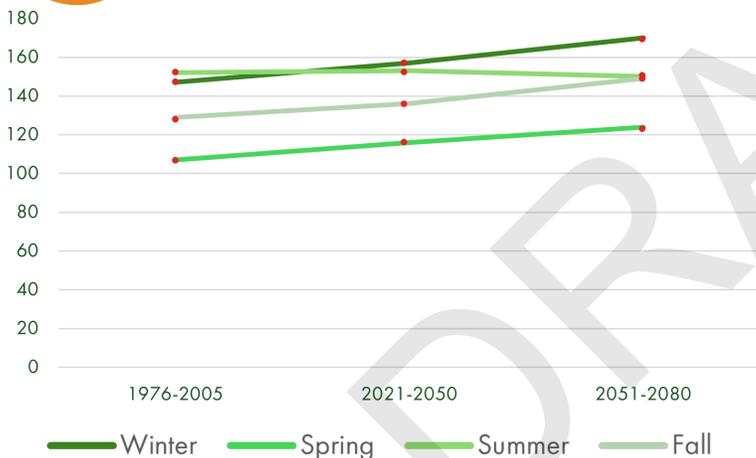
Summer Mean Temperature (°C)



Projected annual range in mean summer temperature: 14.3 - 20.5 C (2021-2080)



Seasonal Precipitation (mm)



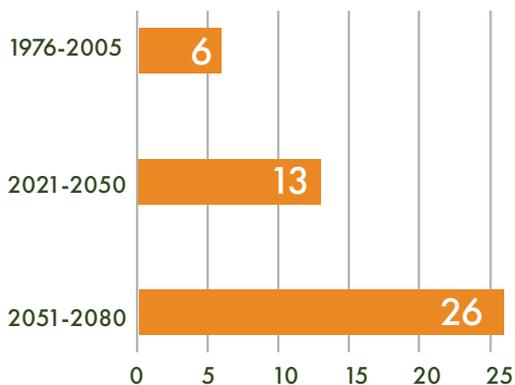
Winter Mean Temperature (°C)



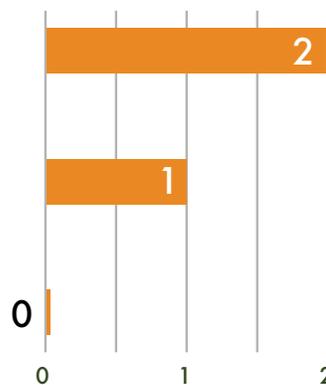
Projected annual range in mean winter temperature: -7.6 - 0.2 C (2021-2080)



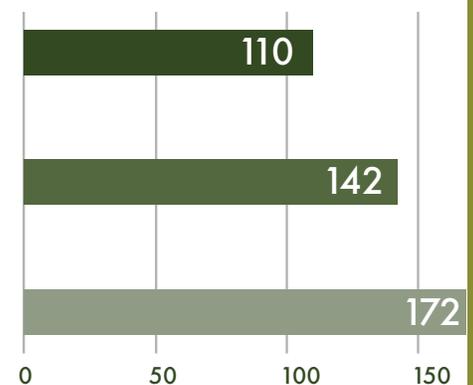
Annual Mean of Hot Days (+30 °C)



Annual Mean of Cold Days (-30 °C)



Frost Free Days



Source: Climate Atlas of Canada: Louis Creek Region

The OCP also acknowledges that while municipal boundaries define governance jurisdiction, ecological systems extend beyond these lines. With this understanding, the District embraces its responsibility to act as a sustainable steward, integrating environmental considerations across all areas of long-term planning.

The District of Barriere is a signatory to the B.C. Climate Action Charter—a collaborative initiative among the Provincial Government, the Union of British Columbia Municipalities (UBCM), and local governments. The Charter reinforces the importance of coordinated efforts to address climate change and reduce greenhouse gas emissions.

Aligned with the Charter, the OCP incorporates policy guidance designed to support Barriere’s climate objectives. This includes promoting compact, mixed-use development patterns that support a variety of densities and land uses. The plan encourages the development of active transportation infrastructure—such as pedestrian-oriented streets and non-motorized travel networks—to reduce reliance on automobiles.

Furthermore, the OCP emphasizes the importance of integrated waste management strategies, prioritizing waste reduction and promoting recycling. A Water Conservation Plan was endorsed in 2020 setting out objectives to protect the water supply to ensure residents have safe, clean water. It is generally reviewed and updated every 5 years.

## 6.1 Environment

The conservation of local ecosystems is essential to the health, prosperity, and long-term resilience of both current and future generations. A thriving natural environment underpins the social fabric, economic vitality, and overall sustainability of the community. Protecting the environment is a complex responsibility, shared across federal, provincial, regional, and local governments, each contributing through various strategies, regulations, and collaborative efforts.

Barriere’s location at the confluence of the Barriere and North Thompson Rivers, along with its diverse natural features, plays a central role in shaping the community’s rural character and enhancing the quality of life for residents. Clean water, fresh air, and a scenic landscape are deeply valued by the people who live here. To preserve these natural assets, the District of Barriere must take a proactive and thoughtful approach to policy-making—one that safeguards the community’s environmental integrity, rural identity, and natural beauty for generations to come.

### 6.1.1 Water Resource Protection and Quality

- a. **Safeguard and enhance the integrity of Barriere’s rivers, streams, and groundwater to support ecological services and watershed health.**
  - Establish a comprehensive Groundwater and Surface Water Protection Plan.
  - Enforce Riparian Area Regulations for all applicable development encompassing riparian zones.

- Mandate connection to the District water and wastewater system for all new developments, unless proven infeasible, as determined by the District.
- Promote best practices for on-site stormwater treatment, such as oil-water separators.
- Require silt fencing and erosion controls in large construction and development projects.
- Promote the enhancement and protection of aquatic ecosystems and fish habitats.
- Promote permeable landscaping and on-site stormwater retention.
- Mandate oil collector systems for all off-street parking.
- Incorporate auxiliary power systems for water and wastewater treatment and distribution and collection reliability.

### **6.1.2 Water Conservation and Education**

#### **a. Lead by example in water conservation and promote community awareness.**

- Maintain a District-wide Water Conservation Plan.
- Require water meters for all new development.
- Integrate conservation values with broader community planning.
- Launch educational initiatives promoting water conservation.
- Encourage grey-water systems and residential rainwater harvesting.
- Provide incentives for installing low-flow fixtures.
- Encourage rainwater reuse in all large new developments.
- Promote public campaigns for sustainable water use.
- When feasible, showcase conservation practices at District facilities (e.g., dual-flush toilets, xeriscaping).

### **6.1.3 Energy and Emissions Reduction**

#### **a. Collaborate regionally and with senior governments to develop renewable energy.**

- Where feasible, support research in wind, run-of-river, and other renewables.
- Encourage independent power projects (IPPs).
- Conduct municipal building energy audits.
- Map community energy flows and potential.

- Where feasible, retrofit municipal buildings for energy efficiency.
- Where feasible, ensure all new municipal buildings meet green building standards.
- Where feasible, integrate energy and GHG considerations into all planning.
- Promote net-zero ready buildings and solar hot water systems.

**b. Align GHG reduction efforts across housing, transportation, and economic development where possible**

- Advocate for environmental building certifications in commercial/institutional developments.
- Encourage adoption of green technologies.
- Support use of EnergyStar appliances in homes.
- Lead in making municipal buildings energy efficient.

### **6.1.4 Integrated Sustainability**

**a. Strive to prioritize long-term environmental benefits over short-term economic gains.**

- Collaborate with developers to reduce construction waste and energy usage.
- Support public awareness campaigns on sustainable practices.
- Ensure new residential developments integrate water and energy-saving technologies.

### **6.1.5 Environmental Health & Safety**

**a. Minimize hazard risks from floods, erosion, wildfire and landslides.**

- Regulate development in hazardous areas via Development Permits.
- Require a QP to assess mitigation options for flood-proofing developments in flood-prone areas.
- Limit development in sensitive terrain unless mitigation options identified by a QP are approved.
- Require geotechnical reviews for hillside developments.
- Maintaining a Community Wildfire Resiliency Plan.

**b. Improve air quality and reduce pollution impacts.**

- Maintain vehicle idling bylaws and public awareness.

- Consider developing policies for air quality improvement.
- Consider implementing wood stove exchange programs.
- Educate on responsible burning and promote alternatives.
- Support wildfire prevention, local air quality air quality monitoring and public education on health risks.

**c. Enhance wildfire resilience and integrate FireSmart principles.**

- Support fuel load reduction and ecosystem restoration on public and private lands.
- Encourage fire-resistant building materials.
- Consider FireSmart compatibility in land use applications.
- Promote fire safety infrastructure and training.
- Collaborate with provincial agencies, First Nations, and regional partners on wildfire mitigation, emergency preparedness, and climate adaptation programs.

## **6.1.6 Ecology, Stewardship & Natural Habitat**

**a. Protect and enhance local ecosystems and wildlife corridors.**

- Where practical, regulate preserving open spaces and native vegetation.
- Design large developments with wildlife corridors and natural features.
- Require native landscaping in large new developments.
- Follow BearSmart and riparian protection protocols, as identified by a QP.
- Where practical, limit pesticide uses and promote ecological landscaping.
- Collaborate with stewardship groups to map and share environmental knowledge.

**b. Safeguard biodiversity and manage species at risk.**

- Where practical, inventory and protect habitats for vulnerable species.
- Address biodiversity concerns during development planning.

## **6.2 GHG Management**

In alignment with evolving provincial legislation and the global imperative to address climate change, Barriere has incorporated greenhouse gas (GHG) reduction policies into its Official Community Plan. The policies were initially introduced into all TNRD OCPs prior to incorporation of the District. These policies included targets to reduce GHG emissions by 10% by 2020 and

33% by 2050, relative to 2007 levels. This OCP reflects and supports the regional climate goals by integrating equivalent objectives and policy actions.

As a signatory to the BC Climate Action Charter, the District of Barriere commits to advancing climate leadership through the following objectives and implementation strategies:

## 6.2.1 Climate Action Objectives

### a. Leadership & Planning

- Incorporate climate change considerations into all land use planning and development decision-making.
- Promote compact, efficient community design that supports infill development and smart growth principles.
- Strive to align long-range planning initiatives with GHG reduction goals and climate resilience.

### b. Transportation & Mobility

- Where feasible develop and expand infrastructure for active transportation, including non-motorized trails and pedestrian connections.
- Encourage reduced car dependency through walkable community design and support for alternative transportation.
- Support carpooling and public transit options wherever feasible.

### c. Energy Efficiency & Green Building

- Promote energy-efficient construction practices and encourage retrofitting of existing buildings.
- Explore incentives for builders and homeowners incorporating renewable energy systems such as solar or geothermal.
- Encourage the installation of low-flow water fixtures and water-efficient landscaping in all large new developments.

### d. Low-Carbon Economy

- Support home-based businesses that are compatible with residential character and reduce commuting needs.
- Foster green entrepreneurship and the adoption of sustainable technologies at the local level.

### e. Food Systems & Agriculture

- Where practical, protect agricultural lands and promote local food systems, including community gardens and farmers' markets.
- Encourage youth and community engagement in local food production and agri-based innovation.

#### f. **Natural Assets & Ecosystems**

- Promote tree planting and the preservation of healthy trees and natural vegetation during development.
- Explore the implementation of a community tree-planting incentive program.

#### g. **Waste Reduction & Circular Economy**

- Support waste diversion initiatives in alignment with the Regional Solid Waste Management Plan, including a target of 30% reduction in waste disposal (from 2004 levels).
- Promote awareness and participation in recycling, composting, and landfill diversion programs through educational outreach.

#### h. **Regional Collaboration**

- Participate in the development of a regional GHG reduction strategy led by the TNRD, focusing on:
  - o Enhancing public transit and carpooling initiatives.
  - o Encourage energy efficiency in municipal and regional buildings.
  - o Adopting a LEED Gold or equivalent standard for new public buildings where feasible.
  - o Where practical, purchasing fuel-efficient vehicles and utilizing videoconferencing to reduce travel.
  - o Expanding urban and rural forest cover within the District.
  - o Encourage clean energy refueling and charging infrastructure.

#### i. **Monitoring & Advocacy**

- Request continued provincial support for tools and funding to monitor GHG emissions and measure progress.
- Raise public awareness of climate action through newsletters, local media, and community guides.
- Encourage residents to build social connections at the neighbourhood scale to increase information sharing, climate awareness, and capacity to withstand emergencies.



WELCOME to BARRIERE

DRIVE THRU  
BACON JAM  
AND  
PEPPERCORN  
AIOLI

AGW

PETRO-CANADA  
59

# SECTION 7: DEVELOPMENT PERMIT AREAS

## 7.1 What is a DPA?

Development Permit Areas (DPAs) are a planning tool enabled under the Local Government Act and implemented through an Official Community Plan. They allow local governments to guide the form, character, and impact of development within specifically designated areas where additional oversight is needed.

DPAs serve to achieve community objectives or address specific site conditions that merit detailed review. These objectives may include:

- Protecting the natural environment, ecosystems, and biological diversity;
- Reducing risk from hazardous conditions, such as flooding or steep slopes;
- Revitalizing commercial areas and enhancing visual appeal; and
- Shaping the form and character of new development, including commercial, industrial, and multi-family projects.

In designated DPAs, a **Development Permit** is typically required before land is subdivided, buildings are constructed or altered, or land is cleared or modified. This process ensures proposed developments align with the objectives and guidelines established for the DPA. While Development Permits may impose conditions or refine design elements, they cannot change the underlying land use or density permitted by zoning.

In Environmental DPAs, the District may require an assessment report prepared by a Qualified Professional (QP). This report must evaluate the potential impacts of the proposed development on the natural environment and outline any necessary mitigation measures. In some cases, the QP must certify that the proposed development can proceed without causing adverse effects on the environment.

The District will determine the specific requirements for development approval on a case-by-case

basis, taking into account the policies in this OCP, the conditions of the site, and the nature of the development. Staff will endeavor to provide clear, timely, and consistent guidance to applicants to support complete and efficient development review processes.

## 7.2 DPA Requirements & Exemptions

All development applications submitted to the District of Barriere will be assessed for consistency with this OCP, as well as any other relevant municipal plans, policies, and guidelines. Project proponents will be expected to consider the entire OCP and demonstrate how their proposals are consistent with its overall vision and intent.

Within all designated Development Permit Areas, a **Development Permit is required** before undertaking any of the following:

- a. **Subdivision:** Creating one or more new parcels, where any portion of the parent parcel lies within a DPA.
- b. **Construction:** Erecting, adding to, or altering a building, structure, or fence, where any portion of the proposed footprint is within a DPA.

A Development Permit **is not required** for the following minor and routine activities:

- a. Interior renovations not resulting in any change to the exterior of the building;
- b. Additions to buildings which increase the floor area by an amount less than 25%;
- c. Construction of accessory buildings or structures less than 18.5 m<sup>2</sup> (200 ft<sup>2</sup>);
- d. Multiple accessory structures with a combined total footprint less than 46.5 m<sup>2</sup> (500 ft<sup>2</sup>) on the same parcel;
- e. Replacement, upgrading, or repair of roofing;
- f. Installation, repair or placement of District-owned utilities infrastructure within a highway right-of-way;
- g. General road construction or maintenance within a District-controlled right-of-way;
- h. Removal of dead, hazardous or nuisance trees, pruning of undergrowth, or routine maintenance of natural vegetation, or existing fences or gates;
- i. Emergency circumstances to address any immediate danger on the site; or
- j. The construction, repair, or maintenance of municipal works by the District or its authorized agents or contractors, including any work performed on municipal lands.

Additional exemptions may apply as outlined under specific DPA guidelines.

The District may, in accordance with the Local Government Act, require additional information from an applicant in certain circumstances to ensure the development is suitable for the proposed location.

Where a property is subject to more than one DPA designation, only one Development Permit is required. However, the application must address the guidelines and requirements of all applicable DPAs, and any permit issued must reflect and comply with all overlapping guidelines.

## 7.3 DPA 1 | Downtown Core

### Purpose

The purpose of the **Downtown Core Development Permit Area** (DPA 1) is to guide site design, building form, and streetscape character within the core of the District of Barriere. This area is intended to foster vibrant, mixed-use, commercial, civic, and residential development that reflects and enhances the District's identity. Development should be cohesive, human-scale, and welcoming to both residents and visitors.

### Area

The Downtown Core DPA applies to all properties identified on **Map 5: Development Permit Areas 1-3** of this Official Community Plan.

### Objectives

The primary objectives of the Downtown Core DPA are to:

- a. Encourage compact, mixed-use development that integrates commercial and residential uses;
- b. Promote attractive, cohesive, and functional design;
- c. Enhance the streetscape to support accessibility, walkability, and connections to parks, trails, and adjacent neighbourhoods; and
- d. Create a distinctive and inviting downtown core that fosters civic pride and local economic vitality.

### Exemptions

A Development Permit is not required for:

- a. Single-family or two-family residential development;
- b. Repair of overhead canopies or other pedestrian weather protection devices; or
- c. Land designated as dedicated parkland.

## Guidelines

Development Permits issued within the Downtown Core DPA should conform to the following guidelines, where applicable and practical:

### Site Planning

- a. New development should respond to the design and massing of adjacent buildings and open spaces to ensure visual continuity and a coherent public realm.
- b. Mixed-use developments should include ground-floor commercial and upper-floor residential uses to support downtown activity and reduce reliance on automobiles.
- c. The layout of driveways, loading areas, and parking should support smooth on-site circulation without creating queuing or congestion on adjacent public roads.
- d. Primary access points are located and designed to minimize conflicts with existing traffic movements, public intersections, and pedestrian crossings.

### Form and Character

To achieve a high-quality and pedestrian-oriented environment, development should:

- a. Feature buildings with front-facing facades, natural landscaping, and durable hardscaping that contribute to the streetscape.
- b. Limit building height to a maximum of three storeys and adhere to Zoning Bylaw regulations.
- c. Locate residential units above or behind commercial space. Second-storey residential uses are encouraged, with architectural elements such as porches, balconies, or rooftop patios integrated into the design.
- d. Ensure all visible building elevations, including side and rear façades, are thoughtfully designed.
- e. Encourage locally/regionally sourced and natural-looking materials, such as wood, brick, rock, or stone, to reinforce a distinct regional character.
- f. Select materials that are durable and appropriate for Barriere's seasonal climate—hot summers and cold, snowy winters.
- g. Integrate materials with high fire resistance in accordance with BC FireSmart guidelines, including fire-resistant roofing (e.g., metal, clay tile, asphalt shingles) and cladding (e.g., stucco, brick, metal, or concrete).
- h. Incorporate sustainable building practices where feasible, including:
  - o Solar hot water systems and photovoltaic arrays.
  - o Rainwater harvesting and cistern systems.

- o Energy-efficient materials and technologies.
- o Land designated as dedicated parkland.
- i. Emphasize quality craftsmanship and cohesive material palettes in keeping with the intended character of the area.

### **Landscaping and Screening**

- a. Incorporate trees, shrubs, and other vegetation to shade parking areas and soften the visual impact of built environments.
- b. Where feasible, use permeable surfaces to manage stormwater and reduce heat absorption.
- c. In relation to neighbouring residential properties, provide adequate buffering and screening between parking lots and adjacent roads or pathways through landscaping or fencing.
- d. Avoid dense shrubbery or solid walls that block views between sidewalks, driveways, and parking areas.
- e. Maintain a clear sight triangle at driveway entrances, road intersections, and pedestrian crossings.

### **Pedestrian Mobility & Safety**

- a. Design buildings to create variety and interest along the street front, avoiding long, blank façades and oversized, monotonous forms.
- b. Ensure all pedestrian routes and building entrances are aligned with legislation regarding accessibility and barrier-free use.
- c. Enhance connectivity between the downtown core, Yellowhead Highway Corridor, parks, river trails, and residential neighbourhoods through integrated pedestrian routes.
- d. Use a mix of materials and architectural detailing at the ground level to create a pedestrian-scale environment.
- e. Where applicable, include medians in wider roadways to support mid-block pedestrian crossings, enhanced safety, and streetscape beautification (e.g., signage, lighting, planting).
- f. Design building lighting to be downward-facing and reasonably non-intrusive to adjacent properties or as prescribed in the District's Sign Bylaw.
- g. Strengthen pedestrian and non-motorized user connections to parks, riverfront trails, and existing public rights-of-way.

### **Parking**

- a. Minimize the number of access and egress points along public roads; shared driveways and consolidated entrances are encouraged.

- b. Where possible, off-street parking should be located behind or beside the primary building to prioritize pedestrian frontage.
- c. Consider the development of shared or municipal parking lots to accommodate overflow and short-term parking needs.

### Signage

- a. Design signage to complement the architecture of the building, avoiding obstruction of key architectural features and pedestrian and vehicle sight lines.
- b. Signage should be adapted to align with the natural and visual character of the streetscape and storefronts.
- c. In mixed-use developments, the location of residential entrances shall be clearly identifiable and distinct from commercial entrances.
- d. Residential addresses shall be prominently displayed at the main residential entry in a manner that is highly visible from the street and well-lit.

### Greenhouse Gas (GHG) Reduction and Sustainability

- a. Encourage the integration of on-site renewable energy systems, such as solar panels.
- b. Encourage on-site rainwater harvesting and incorporate sustainable stormwater management solutions.

## 7.4 DPA 2 | Yellowhead Corridor

### Purpose

The **Yellowhead Corridor Development Permit Area** (DPA 2) has been established to create a visually appealing and functional entrance to Barriere. This area plays a vital role in shaping first impressions for visitors, encouraging highway traffic to stop, explore, and connect with the Downtown Core. Development within this corridor should reflect Barriere's character, support commercial activity, and promote safe, accessible movement for all users.

### Area

The Yellowhead Corridor DPA applies to all properties identified on **Map 5: Development Permit Areas 1-3** of this Official Community Plan.

### Objectives

The primary objectives of the Yellowhead Corridor DPA are to:

- a. Recognize Ministry of Transportation and Transit jurisdiction over Highway 5N as a controlled access highway, and ensure development proposals obtain required provincial approvals and permits.
- b. Establish attractive, cohesive design standards for a welcoming commercial service centre;

- c. Create strong visual and physical connections between the highway corridor, Downtown Core, parks, trails, and community pathways;
- d. Support a mix of uses, including service commercial and light industrial activities that serve both residents and visitors;
- e. Provide a safe, appealing, and easily navigable gateway to the community; and
- f. Enhance the visual quality of the corridor through coordinated landscaping and signage.
- g. Acknowledge that new development may be subject to applicable permitting requirements of the Ministry of Transportation and Transit.

## Exemptions

A Development Permit is not required for:

- a. Single-family or two-family residential development;
- b. Repair of overhead canopies or other pedestrian weather protection devices.

## Guidelines

Development Permits issued within the Yellowhead Corridor DPA should conform to the following guidelines, where applicable and practical:

### Site Planning

- a. Position buildings closer to the highway right-of-way to frame the corridor, with parking located to the side or rear of the site.
- b. Coordinate the design of new buildings with adjacent structures to maintain visual consistency and support an orderly development pattern.
- c. The layout of driveways, loading areas, and parking should support smooth on-site circulation without creating queuing or congestion on adjacent public roads.
- d. Primary access points are located and designed to minimize conflicts with existing traffic movements, public intersections, and pedestrian crossings.

### Form and Character

- a. Use visual and physical features such as roundabouts, medians, landscaped boulevards, and gateway signage to reinforce the identity of the Yellowhead Corridor.
- b. Encourage shared access and egress points to reduce traffic conflicts and improve safety.
- c. Design buildings and surrounding spaces to contribute to a vibrant, service-oriented corridor that supports both the travelling public and the local community.
- d. Consider winter conditions in site and building design, particularly at pedestrian and vehicle

access points, to mitigate snow shedding and ice buildup.

- e. Integrate materials with high fire resistance in accordance with BC FireSmart guidelines, including fire-resistant roofing (e.g., metal, clay tile, asphalt shingles) and cladding (e.g., stucco, brick, metal, or concrete).

### **Landscaping and Screening**

- a. Incorporate high-quality landscaping throughout the corridor to soften hard edges, enhance aesthetics, and screen service areas or parking from view.
- b. Use native or drought-tolerant plant species that can withstand Barriere's climate and reduce maintenance needs.
- c. Use visibly appealing fencing materials.

### **Pedestrian Mobility & Safety**

- a. Install full cut-off lighting to ensure multi-use pathways are well-lit without causing glare or light pollution. Bollard lighting may be used to improve safety and define pedestrian routes.
- b. Support development of a multi-use pathway connecting Yard Road and Summer Road to the Barriere River Bridge, consistent with the Access Needs Study.
- c. Enhance connections between the highway corridor, downtown, parks, and surrounding neighbourhoods through clearly defined pedestrian and non-motorized links.

### **Parking**

- a. Ensure parking areas are safe, universally accessible, and integrated into the overall site design without dominating the streetscape.
- b. All parking areas shall be hard surfaced with asphalt, concrete, or other durable paving materials and designed to provide adequate drainage.
- c. Encourage landscaping within parking areas to provide shade and improve visual quality.

### **Signage**

- a. All signage within the District's jurisdiction must comply with the District's signage and wayfinding guidelines and/or bylaw and be designed in harmony with the associated building, avoiding obstruction of architectural features.
- b. Signage should be adapted to align with the natural and visual character of the streetscape and storefronts.
- c. Incorporate wayfinding signage for pedestrians, cyclists, and other non-motorized users to support navigation and connectivity throughout the corridor.

## 7.5 DPA 3 | Industrial Lands

### Purpose

The **Industrial Lands Development Permit Area** (DPA 3) is intended to guide the form and character of development within Barriere's two designated industrial areas. The purpose is to ensure that industrial activities are well-integrated with the broader community by minimizing negative impacts on adjacent land uses. Particular attention must be given to managing noise, air quality, and visual appearance, while supporting economic development and efficient land use.

### Area

The Industrial Lands DPA applies to all properties identified on **Map 5: Development Permit Areas 1-3** of this Official Community Plan.

### Objectives

The primary objectives of the Industrial Lands DPA are to:

- a. Support and encourage industrial development in strategically designated areas;
- b. Apply design standards that screen industrial activities from neighbouring non-industrial uses; and
- c. Ensure safe and efficient pedestrian movement within industrial sites and promote connectivity to other parts of Barriere.

### Exemptions

A Development Permit is not required for:

- a. Trails or non-motorized pathway connections between the industrial area and the broader community;
- b. Temporary laydown yards.

### Guidelines

Development Permits issued within the Industrial Lands DPA should conform to the following guidelines, where applicable and practical:

#### Site Planning

- a. The layout of driveways, loading areas, and parking should support smooth on-site circulation without creating queuing or congestion on adjacent public roads.
- b. Primary access points are located and designed to minimize conflicts with existing traffic movements, public intersections, and pedestrian crossings.

## **Form and Character**

- a. New buildings should reflect Barriere's desired development character by incorporating appropriate architectural detailing, massing, and articulation.
- b. Use durable building materials that are suitable for Barriere's climate, characterized by hot, dry summers and snowy winters.
- c. Preferred materials include locally sourced wood, rock, and stone, although alternative materials with similar appearance and quality may be considered during the permit process.
- d. Integrate materials with high fire resistance in accordance with BC FireSmart guidelines, including fire-resistant roofing (e.g., metal, clay tile, asphalt shingles) and cladding (e.g., stucco, brick, metal, or concrete).

## **Landscaping and Screening**

- a. Visually unattractive elements—such as outdoor storage areas, utility equipment, and accessory structures—shall be screened with a combination of fencing, landscaping, or both when visible to Highway 5 traffic or residential properties.
- b. Landscaping shall be used to buffer industrial uses from adjacent non-industrial properties, where applicable.

## **Pedestrian Mobility & Safety**

- a. Provide clear and safe pedestrian routes from parking areas and sidewalks to main building entrances, ensuring pedestrian circulation and safety is prioritized over vehicular movement.
- b. In developments with extensive parking areas, define internal pathways to guide safe pedestrian movement between buildings and parking zones.

## **Parking**

- a. Locate parking and loading areas behind or between buildings, with vehicle access oriented to internal lanes or circulation systems wherever feasible.
- b. Use vegetation, including tree cover, to provide shade and visual relief in parking areas.
- c. Where appropriate, consider permeable surface treatments to assist with on-site stormwater management.

## **Signage**

- a. Signage should complement the building architecture and surrounding context and not obstruct vehicular sight lines.
- b. Corporate signs should be designed to blend with the natural appearance of façades, minimizing visual disruption.

## Greenhouse Gas (GHG) Reduction and Sustainability

- a. Encourage the integration of renewable energy systems on-site, including solar panels and other clean energy technologies.
- b. Incorporate stormwater management features, garbage collection and water collection systems including catch basins as part of site design.
- c. Encourage businesses to implement waste management strategies appropriate to industrial uses, including practices that reduce, recycle, and responsibly dispose of industrial waste.

## 7.6 DPA 4 | Environmental

### Purpose

The **Environmental Development Permit Area** (DPA 4) is established to protect the ecological integrity and function of environmentally sensitive areas, including riparian zones, flood hazards, steep slopes, and other critical natural features. The purpose of this DPA is to ensure that new development avoids negative impacts on water quality, wildlife habitat, slope stability, and long-term ecosystem health.

### Area

The Environmental DPA applies to all properties identified on **Map 6: DPA 4 | Environmental** of this Official Community Plan.

### Objectives

The primary objectives of the Environmental DPA are to:

- a. Minimize risks to human health, safety, and property;
- b. Protect riparian areas, wildlife corridors, steep slopes, and other environmentally sensitive features;
- c. Promote water conservation and responsible stormwater management; and
- d. Contribute to the reduction of greenhouse gas (GHG) emissions and the resilience of natural systems.

### Exemptions

A Development Permit is not required for:

- a. External alterations that are entirely within the existing building footprint;
- b. Removal of hazardous or invasive trees, as identified by a Qualified Professional (QP);
- c. Restoration or ecological enhancement works recommended by a Qualified Professional (QP);

- d. Removal of trees deemed to pose wildfire risks under FireSmart BC guidelines, with confirmation from a Qualified Professional (QP);
- e. Normal farm practices on land within the Agricultural Land Reserve (ALR), provided the area has been previously altered for agricultural use as defined by the Farm Practices Protection Act; or
- f. Reconstruction or repair of a permanent structure, in accordance with Section 532(1) of the *Local Government Act*, provided the structure remains on its existing foundation.

## Guidelines

Development Permits issued within the Environmental DPA should conform to the following guidelines, where applicable and practical:

### Floodplain and Steep Slope Management

- a. The District shall prepare a Floodplain Management Plan to inform future regulatory frameworks.
- b. Where feasible, new development should be directed away from riparian areas and steep slopes.
- c. Development proposals on or near steep slopes must:
  - o Reduce the risk of slope instability, erosion, or flooding;
  - o Maintain ecological functions of the slope and surrounding area;
  - o Include buffer zones and measures to restore or protect natural features; and
  - o Be informed by site-specific geotechnical and environmental assessments.

### Riparian and Shoreline Protection

- a. No development is permitted within 30 metres of the natural boundary of a stream, river, or watercourse.
- b. A reduced setback may be considered with supporting evidence from a Qualified Professional (QP) that shoreline impact is minimized and habitat restoration is incorporated where no significant risk transfer for potential flood waters exists.
- c. Development should maintain natural drainage patterns and minimize alteration to topography and natural features.

### Stormwater and Drainage

- a. A site-specific stormwater management plan, prepared by a Qualified Professional (QP), is required for any development within the Environmental DPA.
- b. Post-development runoff must not exceed pre-development levels.

- c. Stormwater management must address sediment control and runoff quality during and after construction.

### **Slope Stability**

- a. Lands with natural slopes exceeding 30% must remain in their natural condition.
- b. Where steep slope conditions render a property otherwise undevelopable, development may be permitted with the support of a Qualified Professional (QP) who provides:
  - o An erosion and slope stability mitigation plan;
  - o An assessment of potential hazards to adjacent lands or developments; and
  - o Measures for ecological restoration where applicable.

### **Existing Development**

- a. Buildings currently located within riparian setbacks, steep slopes, community watersheds, or floodplains shall be recognized as legally non-conforming.

### **Impervious Surface and Drainage**

- a. Minimize total impervious surface coverage within the Environmental DPA to reduce surface runoff and support groundwater recharge.
- b. Alteration to natural drainage channels must be minimized.

### **Landscaping and Restoration**

- a. A landscape plan must be submitted with the Development Permit application, identifying existing and proposed landscape features.
- b. Plantings within setback areas should support:
  - o Erosion control;
  - o Bank stabilization; and
  - o Maintenance of hydrological function where property risk is a consideration.
- c. Use native or drought-tolerant vegetation where possible.

### **FireSmart**

- a. All land clearing and construction debris (wood and vegetation) resulting from development shall be properly disposed of as soon as construction is complete.
- b. Tree limbs and shrubs that overhang roofs or grow under building overhands should be removed and disposed and the cleared condition should be maintained.
- c. Eaves, attics, decks and openings under floors should be screened to prevent the accumulation of combustible material and to block the entry of burning embers that may be carried by the wind in advance of a wildfire.

- d. Integration of a defensible space around a building should include adequate vehicle access, and access to a reliable water supply available to fire fighters.

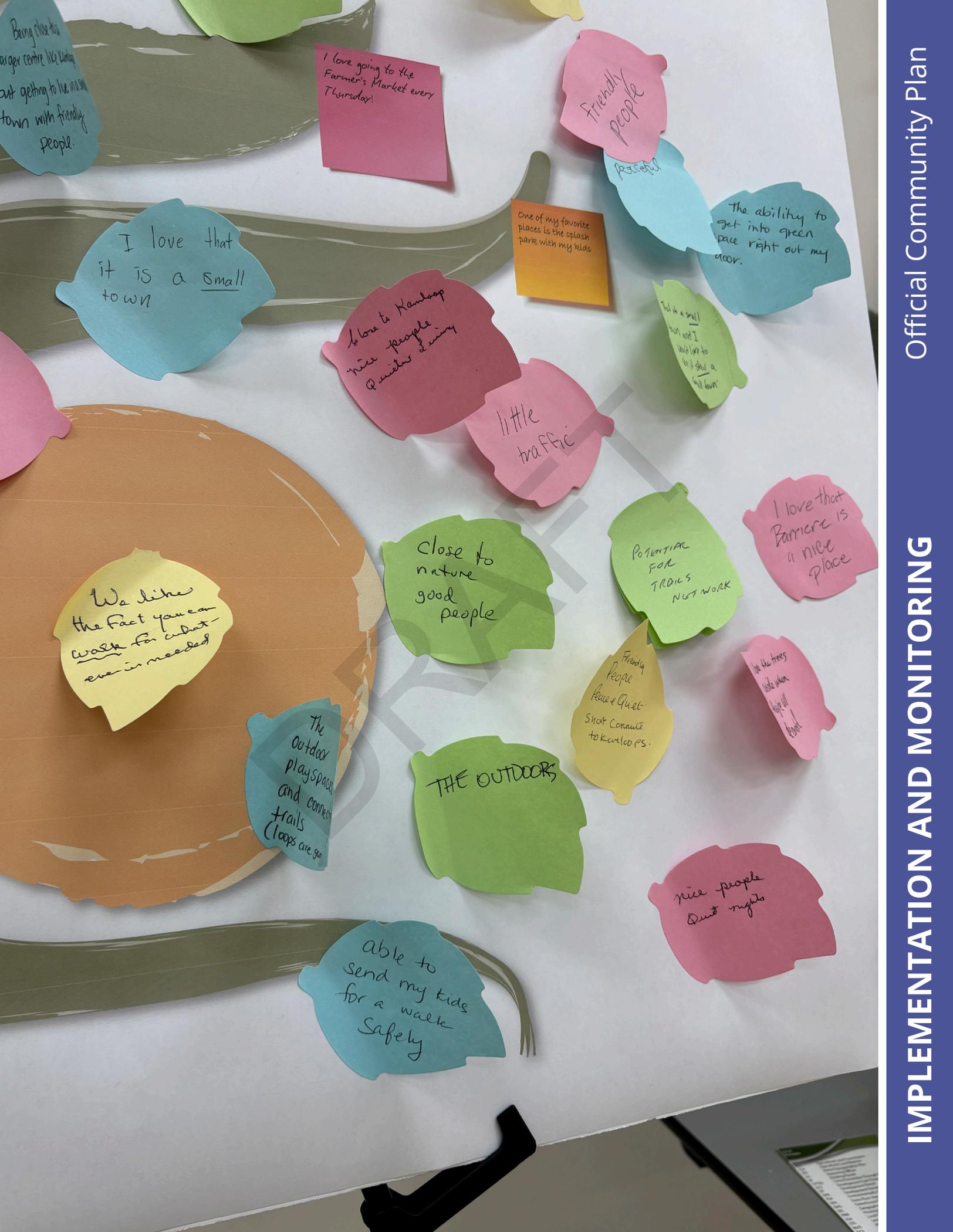
### **Site Contamination**

- a. Where there is evidence or history of potential site contamination, the District may require submission of an Environmental Site Assessment or Environmental Impact Assessment prepared by a Qualified Professional (QP).

### **Additional Requirements**

- a. The District may request additional site-specific technical studies from a Qualified Professional (QP) as part of the Development Permit application process, depending on the location, sensitivity, and nature of the proposed development.

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Being close to  
larger centre like Kelowna  
but getting to be in  
town with friendly  
people.

I love going to the  
Farmer's Market every  
Thursday!

friendly  
people

peaceful

One of my favorite  
places is the splash  
park with my kids

The ability to  
get into green  
space right out my  
door.

I love that  
it is a small  
town

That is a small  
town and I  
would love to  
see it stay a  
small town

Love to Kamloop  
nice people  
quiet & living

little  
traffic

I love that  
Barriere is  
a nice  
place

We like  
the fact you can  
walk for what  
even is needed

close to  
nature  
good  
people

POTENTIAL  
FOR  
TRAILS  
NETWORK

The  
outdoor  
playspaces  
and connect  
trails  
(loops are so

THE OUTDOORS

Friendly  
People  
Peace & Quiet  
Short commute  
to Kamloop PS.

like the trees  
like when  
they all  
about

Nice people  
Quiet nights

able to  
send my kids  
for a walk  
safely

# SECTION 8: IMPLEMENTATION AND MONITORING

To ensure the effective realization of the District of Barriere’s vision, principles, and policies as articulated in this Official Community Plan (OCP), the District envisions to adopt a comprehensive framework for implementation, monitoring, and review. This framework would outline the responsibilities, tools, and processes that should guide the OCP’s application over time.

## Roles and Responsibilities

### District Council

Council provides strategic direction and is responsible for ensuring relevant land use decisions and bylaws are consistent with the OCP. This includes consideration of the OCP during reviews of development applications, zoning amendments, and strategic initiatives. The OCP may be amended in response to changing needs and community priorities.

### District Administration

Staff will be guided by the OCP in day-to-day land use decision-making and in formulating recommendations for the Council. Administration will evaluate development applications for alignment with OCP policies and collaborate across departments to incorporate these policies into operational activities.

## 8.1 Implementation Tools

The OCP aspires to guide the District when implementing several other key regulatory instruments:

- **Zoning Bylaw:** Translates land use designations and policy direction into enforceable regulations. It will be reviewed and updated to maintain alignment with the OCP.
- **Subdivision and Development Servicing Bylaw:** Establish standards for land subdivision and municipal service provision.
- **Development Permit Areas (DPAs):** Guide form, character, and environmental protection within designated areas.

- **Development Approval Information:** Allows the District to request studies or assessments necessary to evaluate proposals and ensure they meet OCP objectives.
- **Capital Budgeting and Financial Planning:** The Financial Plan will inform the District's annual capital budget and Five-Year forecast, ensuring infrastructure investments support asset management and long-term community goals.
- **Development Cost Charges (DCCs):** The DCC Bylaw will be periodically updated to ensure that new development contributes equitably to the cost of required infrastructure.
- **Amenity Cost Charges (ACCs):** The ACC Bylaw will be periodically updated to ensure that new development contributes equitably to the cost of required amenities.

## Implementation Planning

The District may consider incorporating relevant OCP aspirations into Council's Strategic Plan on an annual basis to ensure alignment and prioritization of actions.

## 8.2 Plan Monitoring and Review

Ongoing monitoring is essential to ensure the Official Community Plan remains relevant, responsive, and effective over time. To support this, the District where feasible, envisions to establish measurable targets and indicators that relate to key areas such as housing, environmental protection, infrastructure capacity, and economic development. Development applications and municipal decisions envisions to be regularly reviewed to assess their alignment with OCP policies and objectives. In addition, the District will make use of tools like Geographic Information Systems (GIS) to spatially track development trends, helping staff and Council evaluate how well policies are performing and where adjustments may be needed.

### 8.2.1 OCP Review and Amendment

This OCP is intended to be a living document that can adapt to evolving community needs, growth patterns, changing legislation and emerging priorities. The OCP may be updated through:

- **Comprehensive Review:** Conducted at least once every five years, including public consultation, to evaluate relevance and compliance with provincial legislation (e.g., *Local Government Act*, Housing Needs Assessments).
- **Periodic Amendments:** Considered outside of the regular review cycle to address emerging issues, subject to public engagement and Council approval.

All amendments should, where feasible demonstrate alignment with the OCP's overall vision and policy direction.

### 8.2.2 Alignment with Other Plans and Policies

To support a coordinated and integrated approach to community development, the District aspires to align relevant municipal plans, bylaws, policies, strategies, and regulations with the guiding principles of this Official Community Plan. Financial planning processes, including capital

budgeting and updates to Development Cost Charges (DCCs) will be informed by the OCP and Asset Management long range capital planning.

## 8.3 Temporary Use Permits

Temporary Use Permits are included as an interim (short term) alternative for proposed land uses that may not warrant a permanent changes to the zoning of land. Temporary uses are typically of a trial / interim use nature.

Temporary Use Permits may be issued for new land uses on specific properties which are not otherwise allowed in a zone in the Zoning Bylaw. Conditions may be specified by Council or Council's delegate respecting any required changes to the property to allow the temporary use, and any restoration to the property following expiration of the permit. Pursuant to the Local Government Act, a Temporary Use Permit can be issued for up to three years, with the possibility of one renewal for up to an additional three years.

### 8.3.1 Designation of Temporary Use Permit Areas

Pursuant to Section 492 and 493 of the Local Government Act, all lands within the boundaries of the District of Barriere, as shown in Map 1, are designated as areas in which temporary uses may be permitted.

### 8.3.2 General Considerations for Issuance

When evaluating a TUP application, Council or Councils delegate may consider several factors:

- Not be noxious or undesirable due to smoke, noise, vibration, dirt, glare, odour, or electrical interference;
- Not be a health hazard;
- Not have a negative impact on adjacent lands;
- Not create a significant increase in the level or demand for municipal services; and
- Not permanently alter the site upon which it is located.

### 8.3.3 Terms and Conditions

Council or Council's delegate may attach conditions to any TUP issued to reduce impacts and ensure compliance. These conditions may include, but are not limited to:

- Hours of operation;
- Size and siting of buildings or structures;
- Landscaping and screening;
- Site restoration and clean up following the temporary use;
- Requiring security to guarantee performance of conditions or restoration;

- Registration of a Section 219 covenant and statutory right of way; and/or
- Restrictions as to the days and hours of use.

By establishing a framework for Temporary Use Permits, the District of Barriere aims to provide a mechanism for accommodating beneficial short-term uses while ensuring that they are appropriately managed and do not compromise the long-term vision and character of the community as outlined in this Official Community Plan.

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StoryWalk®

and some purple flowers, too.

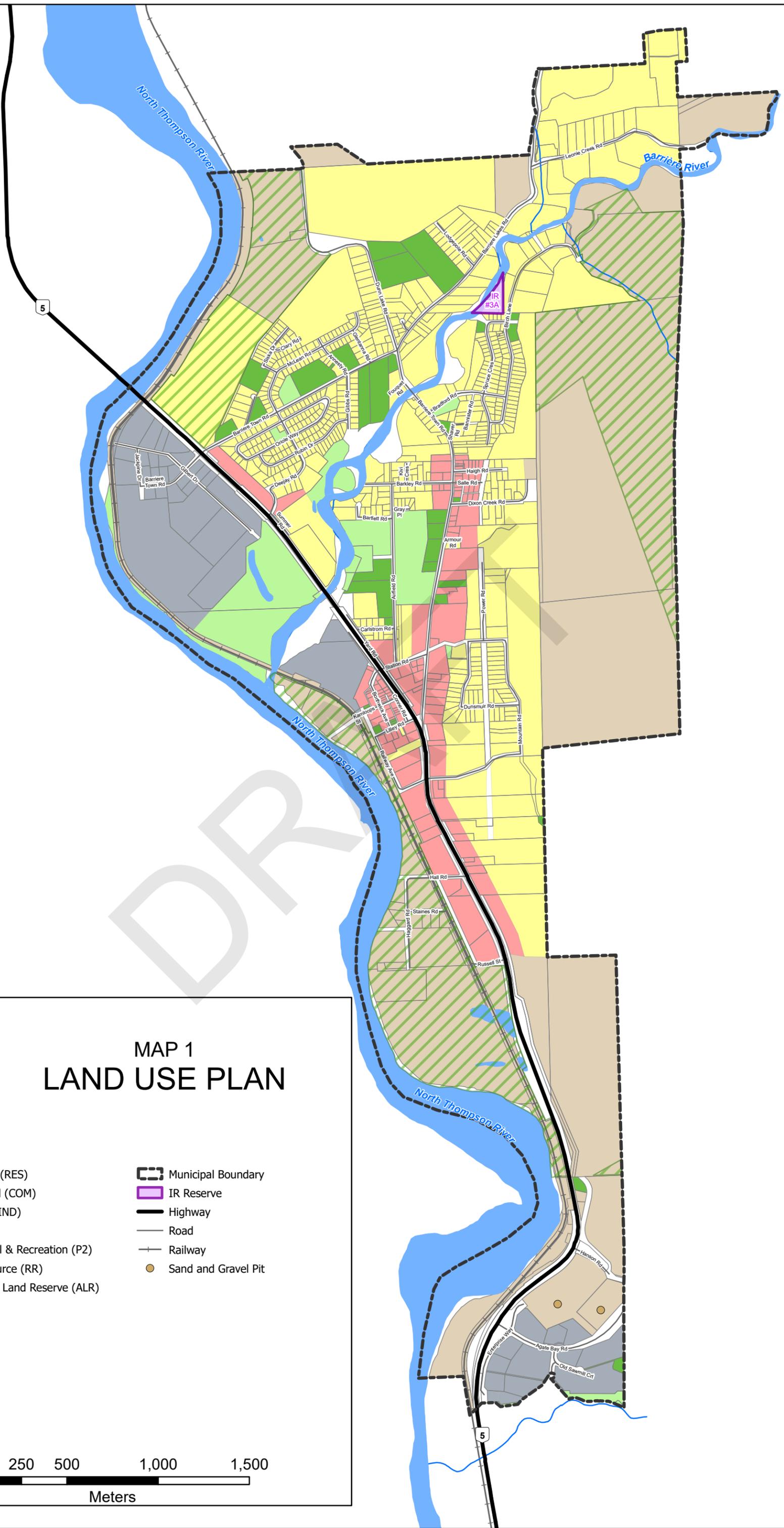


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Encouraging literacy, connection and play!  
Visit the Barriere Library to borrow this title.

#TNRLStoryWalk



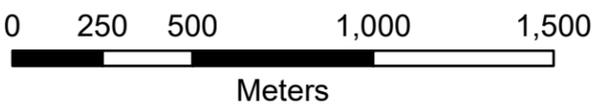


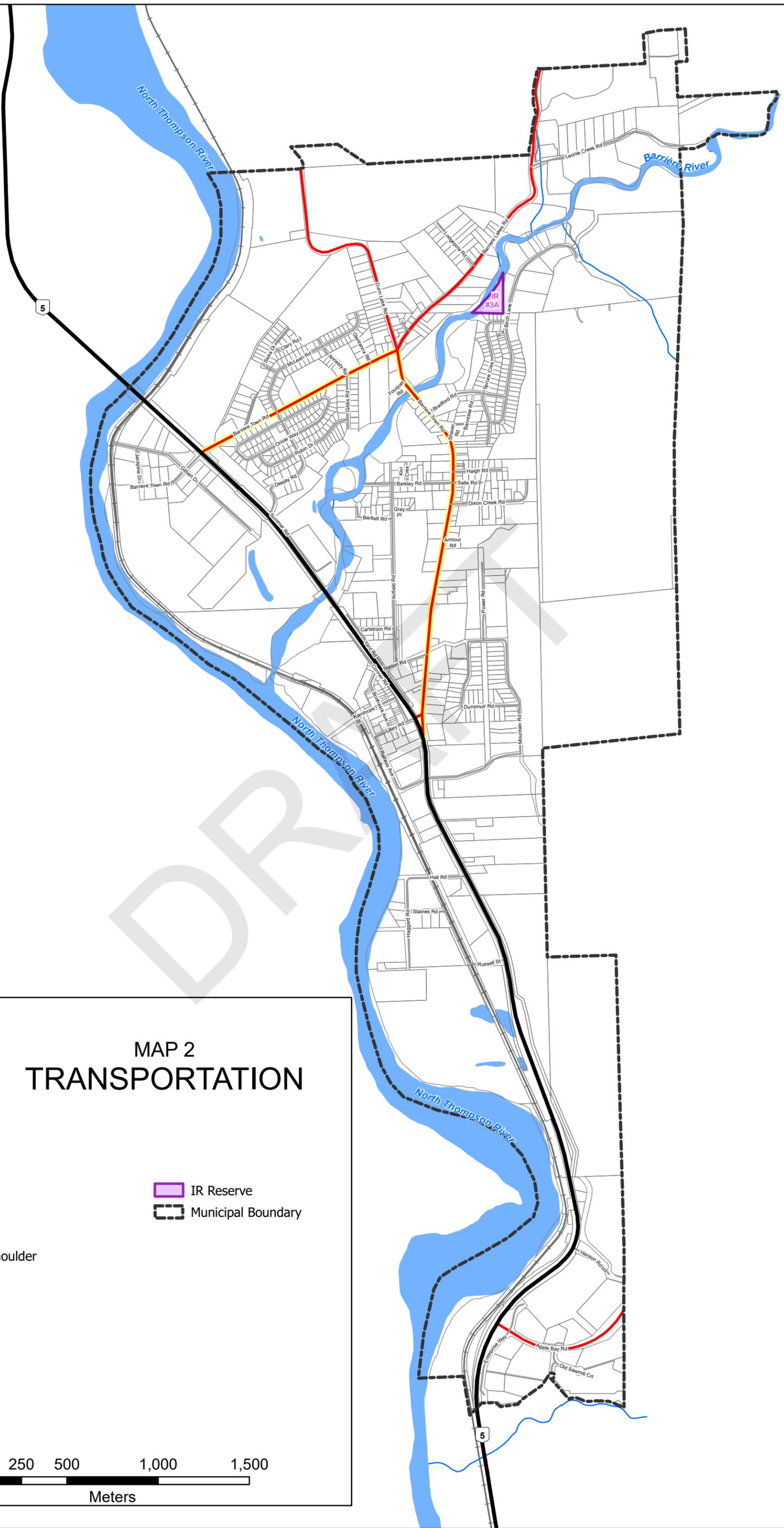
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# MAP 1 LAND USE PLAN

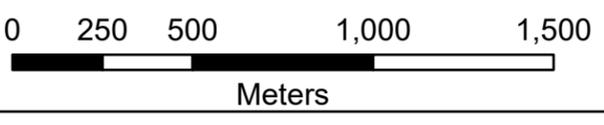
- |   |   |
|---|---|
|  Residential (RES)               |  Municipal Boundary  |
|  Commercial (COM)                |  IR Reserve          |
|  Industrial (IND)                |  Highway             |
|  Park (P1)                       |  Road                |
|  Institutional & Recreation (P2) |  Railway             |
|  Rural Resource (RR)             |  Sand and Gravel Pit |
|  Agricultural Land Reserve (ALR) |   |

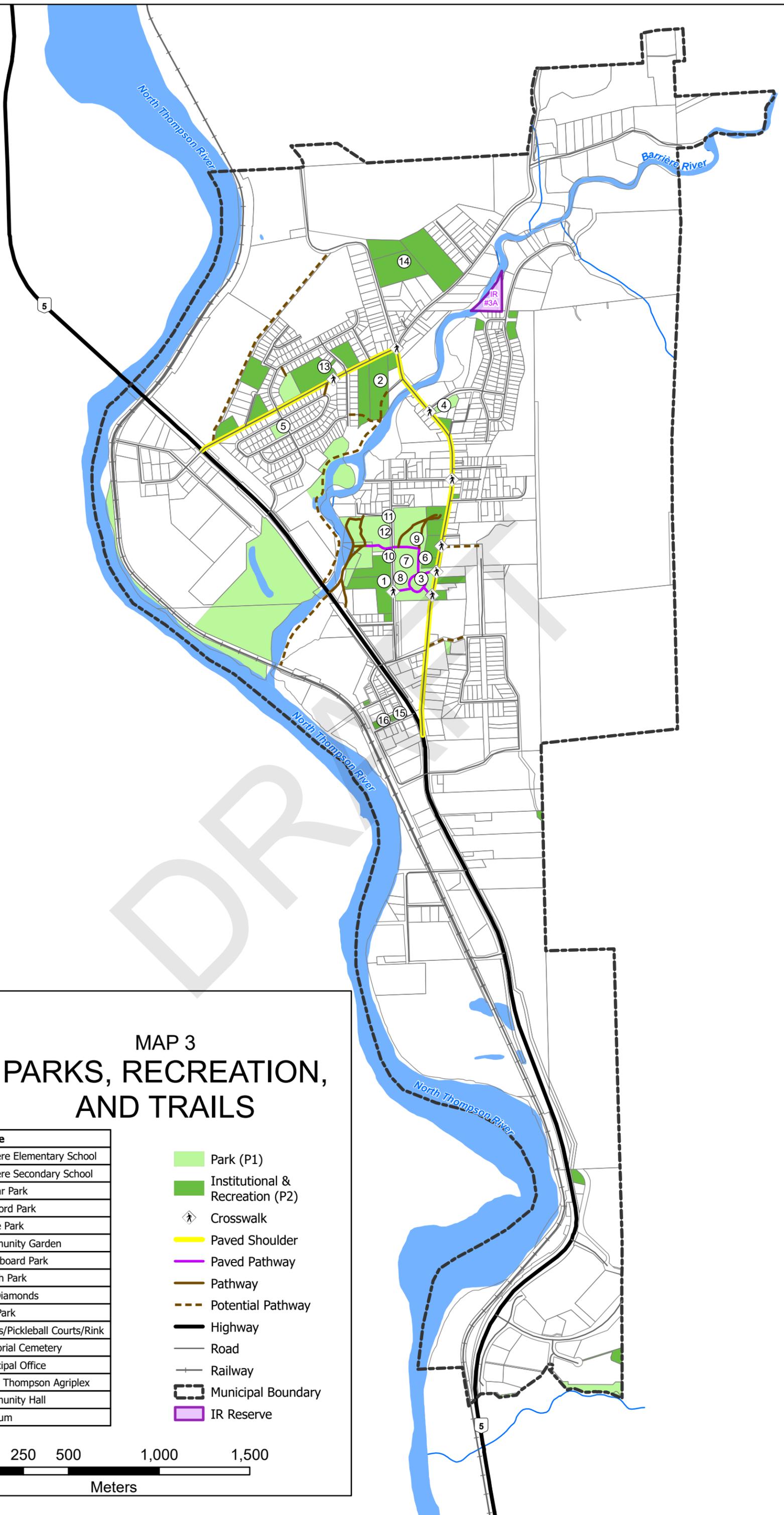




# MAP 2 TRANSPORTATION

-  Highway
-  Collector
-  Local
-  Paved Shoulder
-  Railway
-  IR Reserve
-  Municipal Boundary

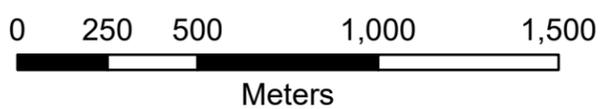


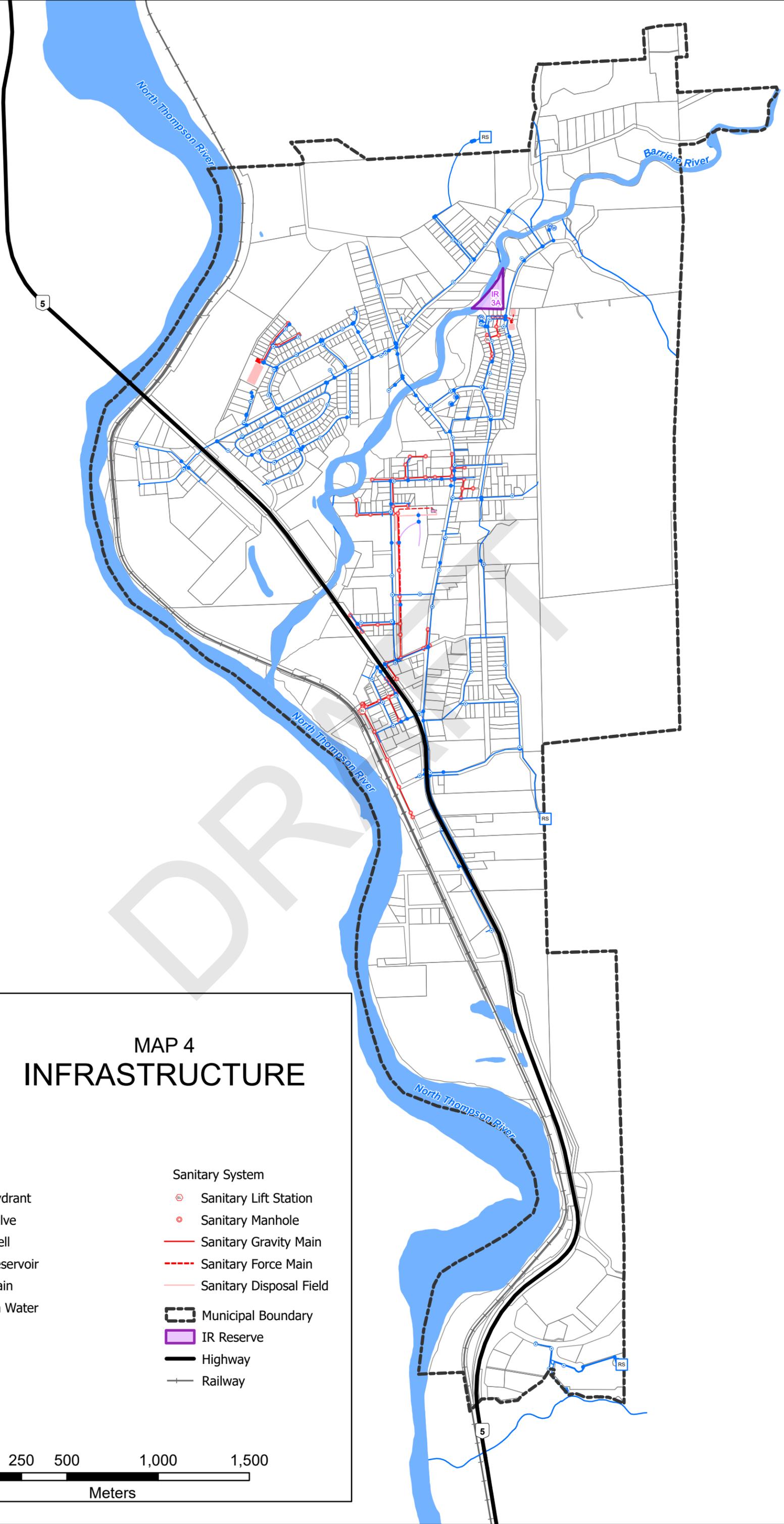


### MAP 3 PARKS, RECREATION, AND TRAILS

Number	Name
1	Barrière Elementary School
2	Barrière Secondary School
3	Fadear Park
4	Bradford Park
5	Oriole Park
6	Community Garden
7	Skateboard Park
8	Splash Park
9	Ball Diamonds
10	Dog Park
11	Tennis/Pickleball Courts/Rink
12	Memorial Cemetery
13	Municipal Office
14	North Thompson Agriplex
15	Community Hall
16	Museum

- Park (P1)
- Institutional & Recreation (P2)
- Crosswalk
- Paved Shoulder
- Paved Pathway
- Pathway
- Potential Pathway
- Highway
- Road
- Railway
- Municipal Boundary
- IR Reserve





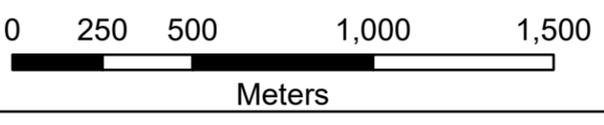
# MAP 4 INFRASTRUCTURE

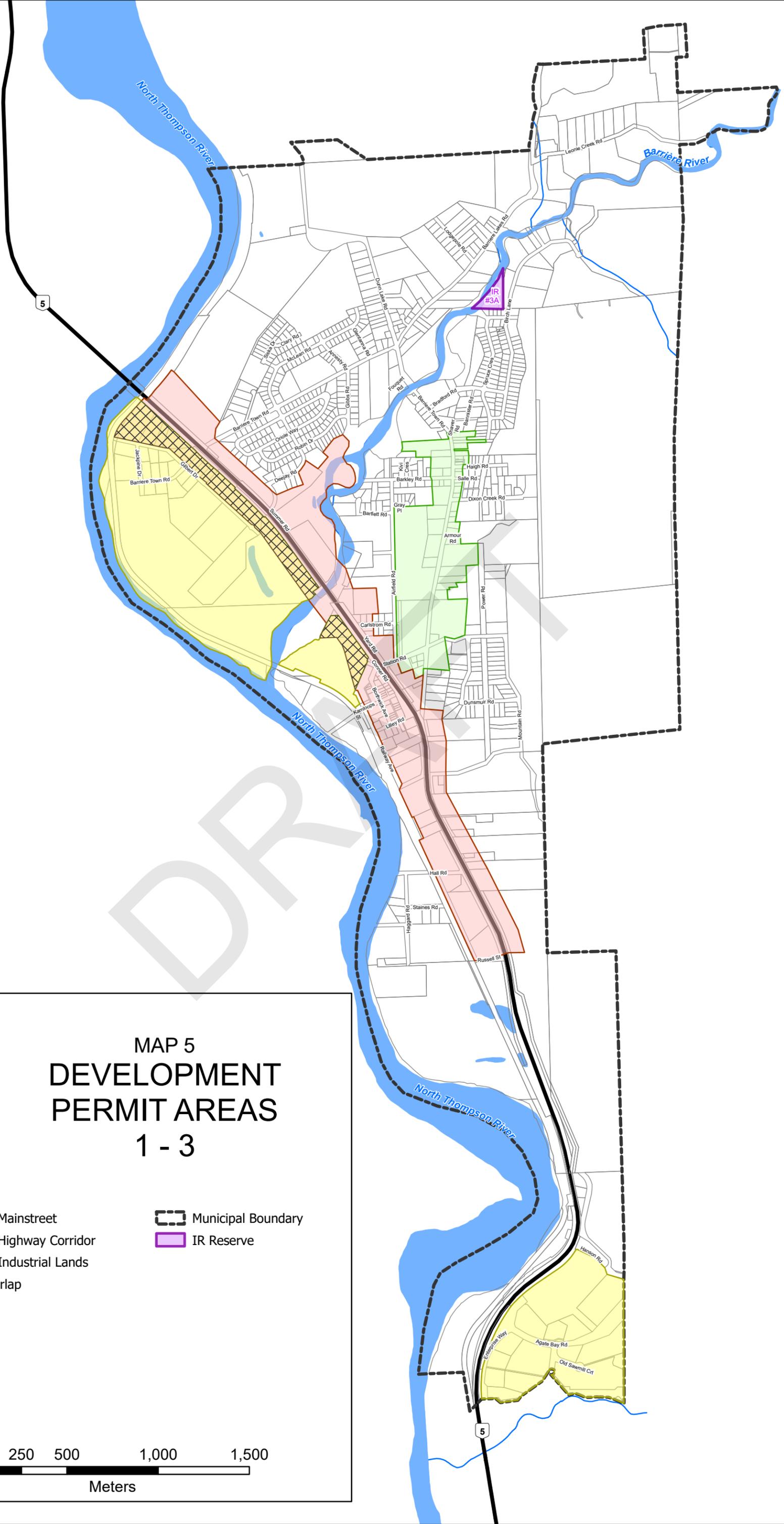
### Water System

-  Water Hydrant
-  Water Valve
-  Water Well
-  Water Reservoir
-  Water Main
-  Irrigation Water

### Sanitary System

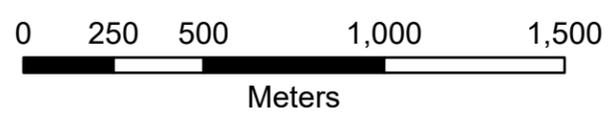
-  Sanitary Lift Station
-  Sanitary Manhole
-  Sanitary Gravity Main
-  Sanitary Force Main
-  Sanitary Disposal Field
-  Municipal Boundary
-  IR Reserve
-  Highway
-  Railway

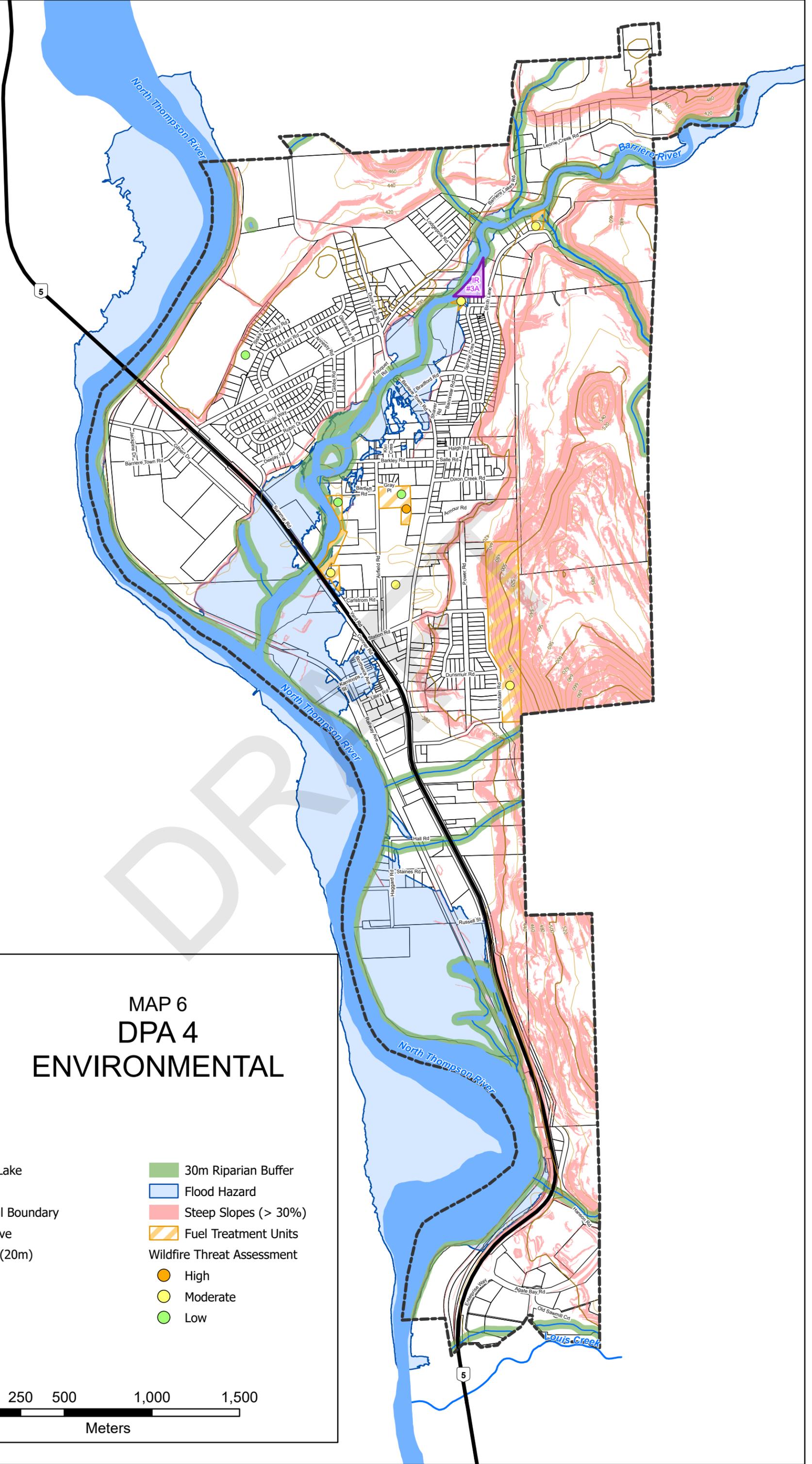




# MAP 5 DEVELOPMENT PERMIT AREAS 1 - 3

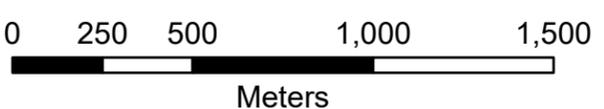
- DPA 1 - Mainstreet
- DPA 2 - Highway Corridor
- DPA 3 - Industrial Lands
- Municipal Boundary
- IR Reserve
- DPA Overlap





# MAP 6 DPA 4 ENVIRONMENTAL

-  River + Lake
-  Stream
-  Municipal Boundary
-  IR Reserve
-  Contour (20m)
-  30m Riparian Buffer
-  Flood Hazard
-  Steep Slopes (> 30%)
-  Fuel Treatment Units
- Wildfire Threat Assessment
  -  High
  -  Moderate
  -  Low





# APPENDICES

## Definitions

<b>Accessory Dwelling Unit (ADU)</b>	A separate self-contained dwelling unit on a parcel that is smaller and subordinate to the principal dwelling unit and may be located within the principal dwelling unit or in a separate independent building on the property.
<b>Active Transportation</b>	Human-powered forms of moving from one place to another. It can take many forms and is continually evolving as new technologies emerge, but typically includes walking, cycling, skateboarding, and other emerging modes of human powered transportation.
<b>Affordable Housing</b>	Housing which has a mortgage or rent payment that does not exceed 30% of gross income, that is provided for low to moderate income households having an income that is 80% or less than the median household income for the community. Affordable housing may include subsidized housing administered by BC Housing, the Capital Region Housing Corporation, or other non-profit housing societies in the region secured by a Housing Agreement.
<b>Agricultural Land Commission (ALC)</b>	The independent administrative tribunal dedicated to preserving agricultural land and encouraging farming in British Columbia.
<b>Agricultural Land Reserve (ALR)</b>	The provincial designation in which agriculture land is officially designated and protected under provincial legislation. Farming is encouraged and non-agricultural uses are restricted.

<b>Amenity Cost Charges (ACC)</b>	Amenity Cost Charges are a development finance tool that allow local governments to collect funds for amenities such as community centres, recreation centres, daycares, and libraries from new development that results in increased population of residents or workers.
<b>Climate Action Plan</b>	A framework document for measuring, tracking, and reducing greenhouse gas emissions and adopting climate adaptation measures. These documents are used as a framework to guide administrative bodies in addressing the impact of climate change in their communities.
<b>Crime Prevention Through Environmental Design (CPTED)</b>	The Mission of CPTED is to reduce the fear and incidence of crime thereby working towards an improvement of the quality of life by promoting Crime Prevention Through Environmental Design (CPTED) throughout Canada.
<b>Development Cost Charges (DCC)</b>	Development Cost Charges (DCCs) are monies that are collected from land developers by a municipality, to offset some of the infrastructure expenditures incurred, to service the needs of new development. Imposed by bylaw pursuant to the Local Government Act, the charges are intended to facilitate development by providing a method to finance capital projects related to roads, drainage, sewers, water and parkland.
<b>Development Permit Areas (DPAs)</b>	Locations that need special treatment for certain purposes including the protection of development from hazards, establishing objectives for form and character in specified circumstances, or revitalization of a commercial use area.
<b>Environmentally Sensitive Areas (ESAs)</b>	Areas identified through reports, studies, plans, or government designation as having special environmental attributes that are worthy of preservation, conservation, protection, or special area.
<b>FireSmart</b>	A set of design principles to protect communities from the wildfires.
<b>Floodplain, Freeboard (Floodplain)</b>	Lands within a lowland area, whether or not diked or floodproofed, which by reasons of land elevation are susceptible to flooding from an adjoining watercourse, lake, or other body of water, are reasonably required to discharge the flood flow of a 1:200-year flood. The freeboard floodplain is commonly referred to as the floodplain.

<b>Hazard Area</b>	An area subject to natural events known to result in death or endangerment of the works of man, such as stream flooding, ground water, flash flooding, erosion or fluvial deposits, landslides, earthquakes, weak foundation soils, and other hazards unique to a local or regional area.
<b>Household</b>	A person or group of persons who occupy the same dwelling.
<b>Household Income</b>	The sum of the incomes of all people aged 15 years or older residing at a single address.
<b>Infill</b>	Development a vacant piece of land in areas fully serviced by community infrastructure (water, sewer, roads, etc.).
<b>Intensification</b>	Upgrading an existing developed property to a more intensive development or higher density than currently exists. Intensification can include adding additional units (such as ACUs, ADUs and secondary suites) or the conversion of existing buildings (ex: converting a single-family dwelling to a triplex).
<b>Legally Non-Conforming</b>	Occurs when the use of land or a building or structure is not permitted by the current zoning bylaw but was permitted by a previous bylaw.
<b>Local Government Act</b>	Is a Provincial Government Act that empowers, guides, limits and affects local governments. The Act covers important authorities for both municipalities and regional Districts, such as planning and land use powers and statutory requirements for administering elections.
<b>Long Term Rental (LTR)</b>	A lease term for a residential dwelling or dwelling unit to tenants for a continuous period of 30 days or more.
<b>Manufactured Homes</b>	Any structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to provide residential accommodation and to be moved from one place to another by being towed or carried.
<b>Ministry of Transportation &amp; Transit (MOTT)</b>	The Ministry of Transportation and Transit plans and improves transportation networks, builds new infrastructure, provides transportation services, and implements transportation policies, to allow for the safe and efficient movement of people and goods.
<b>Mixed Use Buildings</b>	A building or groups of buildings under one ownership designed to encourage a diversity of compatible land uses, which include a mixture of two or more of the following uses: residential, office, retail, recreational, light industrial, and other miscellaneous uses.

<b>Purpose-Build Rental Housing</b>	Housing that is designed and built expressly as long-term rental accommodation. It may also include legal agreements that require the housing to stay as rental housing.
<b>Qualified Professional (QP)</b>	A professional who is registered and in good standing with the appropriate B.C. professional organization constituted under an Act. The QP must be acting under that association's code of ethics, and subject to the organization's disciplinary action.
<b>Qualified Environmental Professional (QEP)</b>	An applied scientist or technologist who is registered and in good standing with an appropriate B.C. professional organization constituted under an Act. The QEP must be acting under that association's code of ethics, and subject to the organization's disciplinary action.
<b>Short-Term Rental (STR)</b>	A dwelling unit or multiple dwelling units that are rented for less than 90 consecutive days at a time.
<b>Site Plan</b>	A drawing or set of drawings that can include: Existing site development features (e.g. buildings, structures, parking areas, pathways), Existing natural areas, drainage patterns, waterbodies, wetlands, and other natural features Proposed new buildings, structures, roads, pathways, parking and loading areas and other improvements; Proposed impacts to natural areas, drainage patterns, waterbodies, wetlands.
<b>Smart Growth</b>	A range of development and conservation strategies that help protect our health and natural environment and make our communities more attractive, economically stronger, and more socially diverse by applying 10 basic principles to guide smart growth strategies.
<b>Supportive Housing</b>	Housing with on-site supports for adults, seniors and people with disabilities at risk of, or experiencing, being unhoused.
<b>Temporary Use Permit (TUP)</b>	Under sec. 492 of the Local Government Act, Temporary Use Permits (TUPs) may be considered by the District to allow specific land uses to occur, for a limited time, that would not otherwise be permitted.
<b>Transitional Housing</b>	Long-term housing (three months to three years typically) for individuals who require additional social, and health supports and may be at-risk of being unhoused.

<b>Truth and Reconciliation</b>	<p>The process of establishing and maintaining a mutually respectful relationship between Indigenous and non-Indigenous peoples and in Canada that includes acknowledging what happened in the residential school system. Truth and reconciliation include addressing 94 “calls to action” to further reconciliation between Canadians and Indigenous peoples stemming from the Truth and Reconciliation Commission of Canada, which documented the truth of Survivors, their families, communities and anyone personally affected by the residential school experience.</p>
<b>Universal Design</b>	<p>Design standards meant to create buildings and environments that are inherently accessible to people of all ages and physical abilities.</p>
<b>Wayfinding</b>	<p>A system that assists travelers in orienting, navigating, and moving about an environment using visual cues or other measures, including signage.</p>

DRAFT

# OFFICIAL COMMUNITY PLAN



District of Barriere  
**MEMORANDUM**

<b>Date:</b> February 23, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Corporate Officer
<b>Re: TNRD Invasive Plant Service Proposal</b>	

**Background:** At the February 2, 2026 Council Meeting, it was noted that TNRD’s 5yr Invasive Plant Management Program that was previously considered in 2021 is once again being offered for another 5yr term. It was noted that the only change to the program for this round, is that the City of Kamloops has opted to participate. That said, the estimated cost to the District would still be \$10,000 per year to be included. In 2021, Council ultimately chose not to pursue the program due to funding restrictions.

**Discussion:**

Should Council wish to reconsider participation in the program for this upcoming 5yr term, the draft budget and Draft Financial Plan Bylaw included for first three readings at this meeting, will need to be adjusted accordingly to reflect this cost.

Council may opt to:

- 1) Pass the proposed resolution to join the Thompson-Nicola Regional District Invasive Plant Service; or,
- 2) Decline to join the Thompson-Nicola Regional District Invasive Plant Service.

**Financial / Risk Implications:** The initial cost for the District of Barriere to join the program would be \$10,000, this amount would need to be incorporated in the 2026 budget and five year financial plan. Future costs would be a maximum annual contribution percentage of 2.5% in relation to the total Invasive Plant Service program budget.

Alternatively, the District can continue with our own in-house eradication program and potentially opt into their service at a later time.

**Attachments:**

- April 6, 2021 – Report to Council
- April 19, 2021 – Report to Council
- TNRD Invasive Plant Program Information Report

**Recommendation: THAT Council accept the report for information.**

Prepared by: T. Buchanan, Corporate Officer  
Reviewed by: D. Drexler, Chief Administrative Officer

**District of Barriere**  
**REPORT TO COUNCIL**

<b>Date:</b> April 6, 2021	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> C. Matthews, Parks & Roads Manager
<b>Re: TNRD Invasive Plant Service Proposal</b>	

**Background:** This resolution is being brought forward at the request of Council for further consideration following the March 22, 2021, presentation by Mr. Jamie Vieira, Manager of Environmental Services, Thompson-Nicola Regional District.

The Thompson-Nicola Regional District has invited regional municipalities to join the Thompson-Nicola Regional District Invasive Plant Service. The program includes:

- Long-term invasive plant management programs within municipal boundaries.
- Financial assistance for residents managing invasive plants on private properties.
- Support for municipal staff managing invasive plants on public land.
- Enhanced coordinated effort to control invasive plants throughout the region.
- Increased education, outreach and awareness within the municipality.

If the District of Barriere opts to join the program a resolution showing intent to opt into the service is required; the resolution wording has been provided for Council consideration in the recommendation portion of this report.

Once all municipalities have considered opting in or out of the program, the service establishment bylaw will be amended by the TNRD Board. The new bylaw would then require approval by each participating Council. If adopted the expanded service would begin in 2022.

**Discussion:**

The following questions were presented by staff to the TNRD for clarification (in blue):

1. Will the District have the option of opting out of the service at their discretion and if so what are the terms?

The process for opting out of the service is the same as opting in. The bylaw would need to be amended to remove a municipality or EA from participating in the service. This requires support of 2/3 of the board representing the participating areas.

2. Can you please elaborate on the level service that the TNRD will provide directly to the municipality i.e. identifying, planning, eradicating, etc invasive plants. When and how often would the TNRD come to Barriere?

Think of our staff being the “regional invasive plant experts”. They are available to assist with planning, identifying etc. However, we don’t have the staff capacity to do all the leg work. For

example, we can review and provide input on an invasive plant management plan for the DOB properties, but we wouldn't do it all for you from start to finish.

There wouldn't be a set schedule on how often our staff would be coming to Barriere, but they are on the road most of the summer months, so we could accommodate most reasonable requests. If I had to put a number on it I would say we could do monthly visits by request.

At this time we have one full time devoted staff (plus summer student) for the invasive plant program, we hope to increase staff capacity but that is somewhat dependant on how many municipalities opt into the service.

3. We would need to educate the public about the effects and management of invasive plants. How will the TNRD be involved in this regard?

We would continue with our existing education program. As mentioned, last year we hosted our annual TNIPMC field day in Barriere. Previous years we had a booth at the fall fair as well as participated in the rural wellness conference (hosted a few years back). In addition, we could assist with targeted education for Barriere. For example, last year we issued a "weed alert" for a specific plant of concern (Blue Weed) in Lower Nicola, if a high priority species was identified in Barriere we would do the same.

4. In order for homeowners to utilize the sprayer loan program do they need to be licensed or does a qualified professional do the application? Your info sheet says "people who have the expertise", but maybe you can clarify.

No, they don't need to be licenced to borrow the spraying equipment, however depending on the person we will guide them to the most appropriate assistance program. For example farmers familiar with operating equipment typically use the spraying loan-out while people with small acreages often hire certified applicators and take advantage of the rebate program.

Council may opt to:

- 1) Pass the proposed resolution to join the Thompson-Nicola Regional District Invasive Plant Service; or,
- 2) Decline to join the Thompson-Nicola Regional District Invasive Plant Service.

**Financial / Risk Implications:** The initial cost for the District of Barriere to join the program would be \$10,000, this amount would need to be incorporated in the 2022 budget. Future costs would be a maximum annual contribution percentage of 2.5% in relation to the total Invasive Plant Service program budget.

**Recommendation: THAT Council authorize the District of Barriere to participate in the Thompson-Nicola Regional District Invasive Plant Service.**

Prepared by: Chris Matthews, Parks & Roads Manager

Reviewed by: Bob Payette, Chief Administrative Officer

**District of Barriere**  
**REPORT TO COUNCIL**

<b>Date:</b> April 19, 2021	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> C. Matthews, Parks & Roads Manager
<b>Re: TNRD Invasive Plant Service Proposal</b>	

**Background:** This resolution is being brought forward at the request of Council for further consideration following the March 22, 2021, presentation by Mr. Jamie Vieira, Manager of Environmental Services, Thompson-Nicola Regional District and the reconsideration at the April 19<sup>th</sup> Meeting once staff were able to inquire as to how many municipalities have signed onto the service.

**Discussion:**

It has been reported to staff that so far, five municipalities that have confirmed opting into the service: Clearwater, Sun Peaks, Merritt, Logan Lake and Clinton.

There have been two municipalities that have declined to sign onto the service: Kamloops and Chase.

Council may opt to:

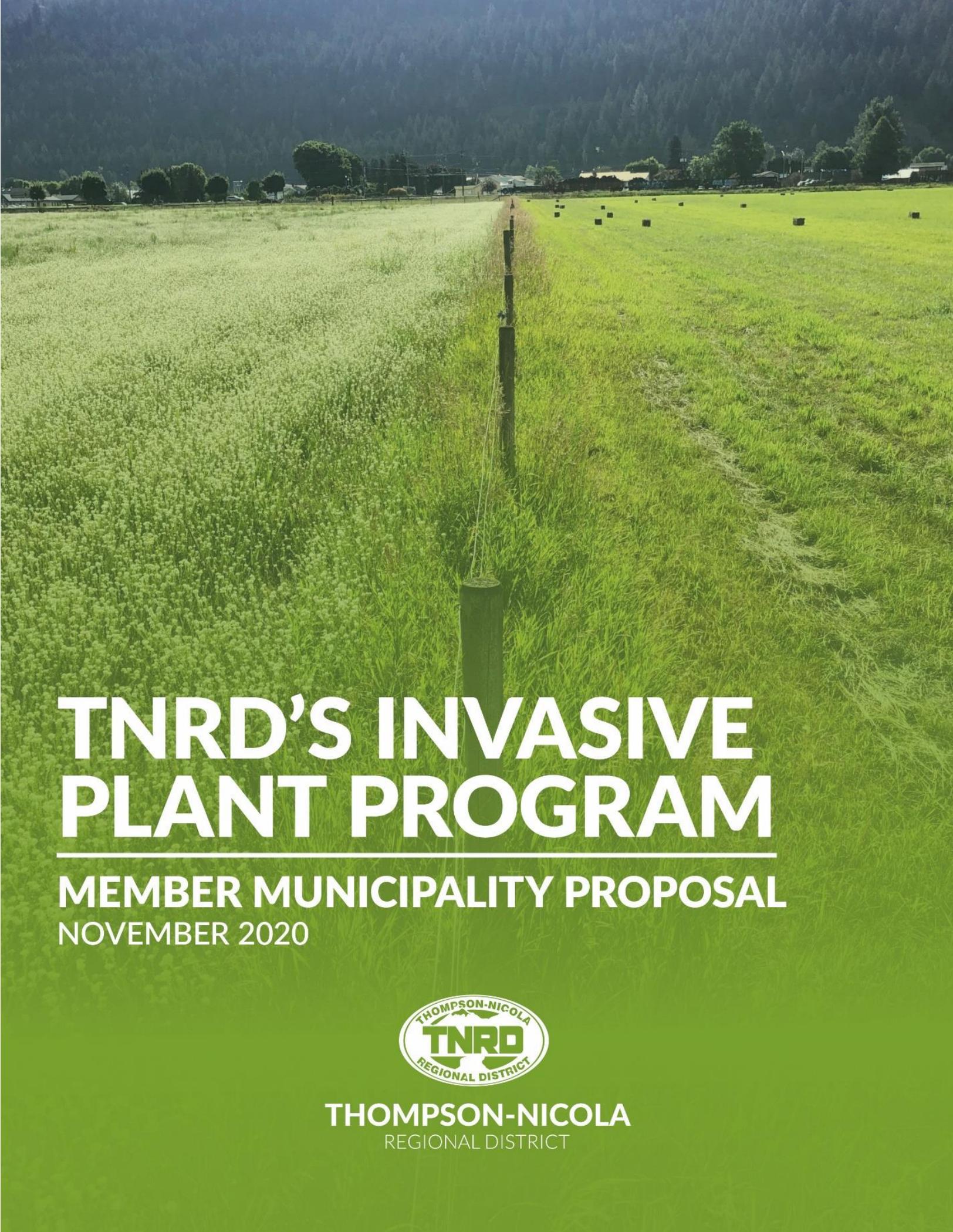
- 1) Pass the proposed resolution to join the Thompson-Nicola Regional District Invasive Plant Service; or,
- 2) Decline to join the Thompson-Nicola Regional District Invasive Plant Service.

**Financial / Risk Implications:** The initial cost for the District of Barriere to join the program would be \$10,000, this amount would need to be incorporated in the 2022 budget. Future costs would be a maximum annual contribution percentage of 2.5% in relation to the total Invasive Plant Service program budget. Due to the City of Kamloops opting out of this program, future costs to the smaller communities would likely be higher than initially estimated. We can continue with our own in-house eradication program and potentially opt into their service at a later time.

**Recommendation: THAT Council decline to join the Thompson-Nicola Regional District Invasive Plant Service.**

Prepared by: Chris Matthews, Parks & Roads Manager

Reviewed by: Bob Payette, Chief Administrative Officer



# TNRD'S INVASIVE PLANT PROGRAM

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**MEMBER MUNICIPALITY PROPOSAL**  
NOVEMBER 2020



**THOMPSON-NICOLA**  
REGIONAL DISTRICT



## Overview

This proposal has been prepared by the Thompson-Nicola Regional District's Environmental Health Services Department for TNRD Member Municipalities. This proposal presents an opportunity for member municipalities to opt into the TNRD invasive plant service on an ongoing annual basis.

This proposal is intended to be used by member municipalities to inform staff and council of the benefits, and funding implications, related to joining the TNRD invasive plant service. This proposal is a follow-up to a presentation given at the TNRD Committee of the Whole meeting on October 16, 2020, where the concept was first presented.

## Introduction

The TNRD Invasive Plant Program was established in 1976 with the specific purpose of funding knapweed control on private ranch lands. The service was established as an Electoral Area (EA) service funded by taxation of properties in all ten (10) TNRD EAs. Member Municipalities were not included in the service at the time, because weeds were seen as only an agriculture problem and the service was designed specifically to assist farms/ranches.

Invasive plants have become a serious concern in the urban and semi-rural areas located within municipalities. Since invasive plants do not stop at jurisdictional boundaries, successful invasive plant management in the region can only happen if all land owners, including municipalities and their residents, actively manage invasive plants on their properties. By having municipalities join the TNRD service, overall invasive plant management throughout the region will be strengthened and municipal residents will receive direct assistance in controlling invasive plants on their own land.

## The Concern

The main issue is that invasive plants easily spread with no regard for jurisdictional boundaries. There are numerous organizations putting tremendous effort and resources into invasive plant management. In order to be successful, all land managers and land owners need to be actively managing invasive plants in the region. For more information on why municipalities should be concerned about invasive plants, see Appendix 1 below.

We know there is interest from residents within municipalities for invasive plant management support, as TNRD staff have been fielding inquiries from municipal residents for years. Specifically, there has been interest from landowners within municipalities in the financial assistance and equipment loan-out part of the TNRD program. At this time municipal residents do not qualify for these programs because municipalities are not part of the service area. In addition, TNRD staff have been assisting several municipal Public Works and/or Parks departments with invasive plant management issues. Again, because municipalities are not part of the service, TNRD staff can only offer limited support.



## Benefits to Municipalities

There are a number of benefits to municipalities in joining the TNRD Invasive Plant Program:

- Stable and long term invasive plant management programs within municipal boundaries.
- Financial assistance for residents managing invasive plants on private properties.
- Support for municipal staff managing invasive plants on public land.
- Enhanced coordinated effort to control invasive plants throughout the region.
- Increased education, outreach and awareness within your municipality.
- Protecting land values from the impacts of invasive plants.

## About the TNRD Invasive Plant Program

The TNRD invasive plant program has three main components: 1) *Landowner Assistance*, 2) *Education and Outreach*, and 3) *Coordination*. It's important to note that the invasive plant program applies to noxious weeds only, and not for treatment of lawn or garden weeds that are a nuisance, but not designated as "noxious". The content below provides an overview of each component.

### 1. Land Owner Assistance Programs

Landowner assistance is the largest component of the invasive plant service. The landowner assistance programs are designed to help residents protect their land from the impacts of invasive plants. The program offerings can be combined, allowing for comprehensive, affordable, and effective weed management. Below is an overview of the landowner assistance program components:

- Rebate Program** - financial support is offered in the form of rebates to landowners that hire certified applicators to manage weeds on their property. Depending on the weed species, landowners can qualify for either a 50% rebate or 100% rebate towards the cost of weed control. Rebates can be applied for on an annual basis. The maximum rebate is based on property size (either \$1,500 or \$3,000).
- Sprayer Loan-Out Program** - the TNRD has a fleet of spraying, seeding, and fertilizing equipment that is available for free loan-out to people who have the expertise to perform their own weed control. The equipment is available for loan-out for up to a week at a time.
- Biological Control Program** - the TNRD provides biological control agents to private landowners free of charge. TNRD staff and contractors collect and redistribute biological control agents (insects) to help slow the spread of select weed species. The biological control insects are available for release on both private properties and public land within the service area (subject to insect availability).
- Private Land Consultations** - landowners can take advantage of the free land consultations where an invasive plant specialist visits properties (by request) to assist with weed identification and the development of a weed management plan.



## 2. Education and Outreach

The Thompson-Nicola Invasive Plant Management Committee (TNIPMC), administered by the TNRD, works to stop the spread and introduction of invasive plants in the region. The committee delivers an extensive regional education and outreach program. The Committee actively offers numerous services to other organizations, groups, agencies and members of the public, including workshops, training, presentations, and field days.

## 3. Coordination

The TNIPMC encourages multi-party collaboration on invasive plant management in the region. The TNIPMC is comprised of 11 members representing a variety of perspectives, including: Provincial Government Agencies, Local Government (TNRD Board Directors), Agriculture, First Nations, and Conservation. Each of these representatives help guide the invasive plant management activities that take place within the TNRD, ensuring that the efforts are being made in a collaborative and coordinated manner.

## Proposed Funding Model

The service is currently funded through taxation of the ten (10) electoral areas. In addition, the TNRD has historically received grants from the province specific to coordination and education, however the grants are subject to change year to year. The table below (table 1), highlights the revenue sources for the 2020 invasive plant service.

**Table 1. 2020 Invasive Plant Program Funding Sources**

Funding Source	2020 Contributions
TNRD tax levies (EA's only)	\$341,906
Carry Forward (surplus)	\$20,058
Provincial Grants	\$40,000

The TNRD is proposing a unique cost share model with municipalities in which only the incremental costs would be covered by municipalities, opposed to the more conventional model where tax contribution is based on converted assessment. This model is being proposed as the TNRD recognizes that the conventional model would put an unfair proportion of the cost on municipalities.

The program is designed to enable treatment of existing infestations as well as new infestations as they arise. Therefore, it is anticipated that the amount of rebates paid to properties within individual municipalities may fluctuate annually, sometimes being below and sometimes above the municipal tax contribution. The intent is not for the rebates to match the contribution amounts, the intent is for the service as a whole to have enough funding to pay out rebates where infestations are occurring.



It's important to note that under the proposed funding model, rural electoral areas will still fund the majority of the program. For example, if all 11 TNRD member municipalities join, the 10 EAs will fund over 75% of the total tax requisition. If fewer municipalities opt into the service, the EAs will fund an even larger portion.

The proposed funding model is based on estimated cost increases of adding individual municipalities. We intend to revisit the contribution model based on total rebate applications and other program costs within a few years of operation.

The table below (Table 2) shows the proposed starting tax contribution for each municipality as well as the maximum contribution percentage in relation to the total budget.

**Table 2. Proposed Tax Contributions for Member Municipalities**

Municipality	Population Range	Starting Tax Contribution (2022)	Maximum Contribution of Total Budget (%)
Lytton	Less than 1,000	\$5,000	1.5%
Sun Peaks	Less than 1,000	\$5,000	1.5%
Clinton	Less than 1,000	\$5,000	1.5%
Cache Creek	Less than 1,000	\$5,000	1.5%
Ashcroft	Over 1,000, less than 5,000	\$10,000	2.5%
Barriere	Over 1,000, less than 5,000	\$10,000	2.5%
Logan Lake	Over 1,000, less than 5,000	\$10,000	2.5%
Chase	Over 1,000, less than 5,000	\$10,000	2.5%
Clearwater	Over 1,000, less than 5,000	\$10,000	2.5%
Merritt	Over 5,000, Less than 50,000	\$20,000	4.5%
Kamloops	Over 50,000	\$40,000	9%



## Next Steps

In order to amend the TNRD service to include municipalities, a council resolution will be required from interested municipalities. Once resolutions have been received, the TNRD Board will go through the process of amending the service establishment bylaw.

Below is a proposed timeline for next steps:

- March 31, 2021 - Council resolutions in favour of joining TNRD service received
- May 2021 – Service establishment bylaw amendment to TNRD Board
- 2022 – Taxes levied and service begins

## TNRD Invasive Plant Program Contacts

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Thompson-Nicola Regional District  
Invasive Plant Coordinator  
250-377-6306  
chougen@tnrd.ca



## Appendix 1 - Why Care?

Invasive plants were once thought to be only an issue in the agriculture and ranching sector. Unfortunately we are now seeing many problem plants in municipalities. The economic damage from invasive plants is not insignificant. A 2009 report estimated the damage of only six (6) specific invasive plant species to be \$65 million in the province.

Real estate values can be negatively impacted by invasive plants. A study in Manitoba estimated reduction in land values due to noxious weeds is \$30 million. As more people become aware of the risks and management challenges of invasives, people are thinking twice about purchasing infested properties.

There are also costs associated with the damage to infrastructure cause by some weeds. For example, Japanese knotweed which has been identified in most towns in the TNRD, is very difficult to eliminate once established. It can grow through asphalt and concrete and cause extensive damage to private and public property. Knotweed is known to damage septic tanks beyond repair, requiring complete replacement. It can easy spread by fragments of the plant being moved (intentionally or unintentionally).



Figure 1. Japanese Knotweed growing through asphalt

Invasive plants can also have impacts on the health of humans and livestock. Giant hogweed can cause sever skin burns that can persists for months. It has even been highlighted by WorkSafe BC as a workplace hazard. Fortunately we have not seen this plant in the TNRD, but it is near our boarder (Lower Mainland).



Figure 2. Japanese Knotweed in Kamloops

Hoary alyssum is another significant plant of concern, especially for horse owners. It is toxic to horses and is easy spread through contaminated hay. Hoary alyssum is widespread throughout the TNRD.

There are dozens of other provincially listed noxious weed species that can damage property, reduce land value, and have negative impact of animals that are actively being treated on both public and private land.

District of Barriere  
**REPORT TO COUNCIL**  
**Request for Decision**

<b>Date: February 23, 2026</b>	<b>File: 530.20/Rpts</b>
<b>To: Council</b>	<b>From: Chief Administrative Officer</b>
<b>Re: 2026-2030 Financial Plan Bylaw No. 274 – 3 Readings</b>	
<b>Recommendation: THAT Council gives first three readings to the 2026-2030 Financial Plan Bylaw No. 274.</b>	

**Purpose**

To give first three readings to the 2026-2030 Five Year Financial Plan Bylaw No. 274.

**Background**

Sections 165 and 166 of the Community Charter require a municipality to adopt a five-year financial plan annually, before the annual property tax bylaw is adopted, and to include public consultation as part of the financial planning process. Staff is recommending that the Financial Plan Bylaw being introduced as part of this report be adopted on or before March 30, 2026, at the same or earlier time as an amendment to the Fees and Charges Bylaw. The Tax Rates Bylaw would be presented for Council consideration late March or in April, with final adoption on or before the May 4 meeting. This will allow sufficient time to meet the regulatory deadline of May 14, 2026, for the adoption of the annual Tax Rates Bylaw.

On February 2, 2026, Council directed staff to implement the following strategies, ranked by priority, to achieve a balanced budget:

1. *Reduce Council's Legislative Operating budget by \$5,000 (strategic conference attendance limits)*
2. *Reduce the Roads Paving Capital Project by \$25,000*
3. *Include funding the \$150,000 for Roads Equipment from Debt/Loan, with all Loan principal payments coming from Reserves in 2026*
4. *Include \$70,000 Streetlighting Utility Billing revenue as Property Tax revenue with the same % of Tax Burden as in 2025*
5. *Include a Property Tax Rate of 40.00 for Class 2 (Utilities), for roughly \$40,000 additional tax revenue, while retaining the Industry classes % of Tax Burden as in 2025*
6. *to meet inflationary and asset replacement pressures, consider:*
  - a. *increasing Water service fees by 7.5%*
  - b. *increasing Wastewater service fees by 5%*
  - c. *where applicable, increasing User Fees by 5%*
  - d. *increasing overall Property Tax revenue by up to 9%*

7. *adjust the Class 4 (Major Industry) % of Tax Burden to roughly 3% (from 2.66% in 2025), the same as Class 5 (Light Industrial) – approximately \$3,500 additional revenue from taxation*
8. *Accept more day-to-day operational risk and reduce operational expenditures by up to \$40,000*
9. *as a last resort, consider balancing any shortfall within the 2026 Financial Plan with funding from surplus/reserves.*

Further, Council asked Staff to undertake the following to increase future revenues:

- *review construction related fees and charges, including Connection fees, DCC's, and Building Permit fees*
- *connect with other Ridge tenants about cost sharing for Facility Use and Gym rental*

### **Draft 2 – February 2, 2026**

Draft 2 of the 2026 budget is included in this proposed bylaw and incorporates the above Council Strategies, with the following holistic financial outcomes:

1. \$25,000 decrease in capital expenses (Paving Program reduction)
2. \$55,345 decrease in operating expenses (Legislative Budget, Employer Contributions, Fleet and Equipment, Transportation, Fire Department, Debt principal payment)
3. \$120,830 positive variance to Reserves (Roads Equipment funded by Debt, reduced Paving Program, minor interest gains)
4. \$162,535 increased Operating Revenue:
  - a. \$10,309 increase in Use Fees revenues
  - b. \$28,000 increase in Water revenues
  - c. \$5,153 increase in Wastewater revenues
  - d. \$114,175 increase in General Taxation revenues
  - e. \$3,500 additional increase in Taxation revenue from Class 4 (Major Industry)
5. \$899 additional interest earned.

Additionally, since Draft 1 of the budget, which focuses primarily on articulating the day-to-day operating expenses without any specialty operational grant projects, these grant related projects were added to the Draft 2 version of budget, this resulted in additional Operating Expenses of \$461,912, and Operating Revenues of \$476,792, for a positive variance of \$14,880.

### **Public Budget Presentation and Subsequent Changes:**

At the February 9, 2026, Special Meeting and Public Budget Presentation, Council reviewed the consolidated information, and potential rate impacts for the 2026 budget year. Council did not request any further changes, and as such Staff proceeded with the proposed values, prepared this Financial Plan Bylaw, and presented it to Council for consideration at today's meeting.

At the Special meeting, Council briefly discussed potential options to increase funding for the \$150,000 Roads Equipment if required. At this time, no changes were requested by Council as funding could be made available at a later time if needed.

A separate report regarding the Loan authorization for the Roads Equipment is on this agenda.

Members of the public inquired about grant funding opportunities to offset costs and were advised about the current challenges where most grants are only partially funded from others while the District is still required to contribute 20-30% of taxpayer funds. Council also advised that the federal and provincial funding opportunities have been significantly reduced in recent years.

The changes listed above produced the following updated consolidated summary view:

### 2026 CONSOLIDATED FINANCIAL PLAN

Operating	
Operating Revenue	3,839,136
Operating Expenditures	(3,498,673)
Operating Surplus	340,463
Transfer to Reserves	(320,697)
Net Operating Surplus	19,766
Transfer to Capital	(19,766)
Net After Capital Transfer	-

Capital	
Debt / Loan	150,000
Capital Grants	3,358,000
Transfer from Operations	19,766
Transfer from Reserves/surplus	1,617,069
Transfer from DCCs	-
Net Capital Funding	5,144,835
Capital Expenditures	(5,070,000)
<b>Capital - Surplus/Deficit</b>	<b>74,835</b>

#### Summary

The Financial Plan is presented for first three readings and includes the discussed and requested changes by Council including Community Support amounts, Council Requests (Bandshell Washroom, Chamber Storage, Traffic Calming), and Council's Strategies to balance the budget.

Other Taxing Authority Revenue and Expenses are not listed in this Bylaw as they are not directly related to the District's 5-year Financial Plan. These transactions will occur separately and balance each other out.

#### Benefits or Impact

##### General

Adoption of a five-year financial plan is an annual requirement of the Community Charter. The 2026-2030 Financial Plan sets out the proposed funding sources, expenditures, and transfers to and from reserve funds for the current and additional four fiscal years.

##### Finances

The 2025 budget includes a 9% tax revenue increase, equal to \$114,174 above the Streetlighting changes. Preliminary calculations indicate that of the 949 taxable folios, 608 (64%) will see a reduction or minimal increase of less than \$100 in municipal taxes (with an average of \$48 increase). 21 of 73 (29%) of commercial properties will see a minimal increase of less than \$100 in municipal taxes in addition to the Streetlighting changes.

Once the Financial Plan is approved, Transfers from Reserves and Accumulated Surplus accounts would occur based on Schedule B of the Bylaw and the supplementary projects schedule.

## Strategic Impact

Preparation of an annual budget and financial plan allows the District to ensure that adequate provision is made to meet its short and long-term operational and capital financial needs.

Objectives and Policies in the Bylaw have received minor updates to more accurately reflect current Council Strategies in relation to asset management guidelines and tax burden allocation for example. The changes are highlighted in yellow in the Bylaw.

## Risk Assessment

Compliance: Community Charter

Risk Impact: The 2026-2030 Five Year Financial Plan must be adopted before the annual property tax bylaw, and on or prior to May 14, 2026. Staff is recommending that Council adopt this bylaw on or before March 30, 2026, alongside the Fees and Charges Bylaw. The Tax Rates Bylaw would be presented at the latest in April for introduction, to ensure the statutory deadlines are met.

Internal Control Process:

A public special budget meeting was held on February 9, 2026, in compliance with the public consultation requirement of Section 166 of the Community Charter.

## Next Steps / Communication

If approved today, this bylaw will be presented at the March 9 or March 30, 2026, Regular Meeting for adoption.

Staff is continuing distribution of copies of the attached brochure to the public and various organizations in the community.

As directed by Council through the Strategic Plan, Staff is working on policy updates to Council's Community Giving initiatives. Until such policies are updated, Individual requests will be brought to Council as they are received for Council to determine funding on a case-by-case basis.

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## **Attachments**

1. Bylaw 274 – 2026-2030 Financial Plan - Draft
2. Supplementary Schedule of 2026 Capital Projects for Financial Plan Bylaw
3. 2026 – Budget Brochure – February 9, 2026
4. Visual Summary – February 9, 2026

## **Recommendation**

**THAT Council gives first three readings to the 2026-2030 Financial Plan Bylaw No. 274.**

## **Alternative Options**

1. Council could choose to request further changes to the financial plan. However, this may result in delays to its adoption, and delay other related bylaws such as the Fees and Charges Bylaw update and the Tax Rates Bylaw.

Prepared by: D. Drexler, Chief Administrative Officer



**BYLAW NO. 274**  
**2026 - 2030 FINANCIAL PLAN BYLAW**  
DISTRICT OF BARRIERE

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**A bylaw of the District of Barriere Respecting the Financial Plan  
for the years 2026 – 2030 inclusive.**

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

1. This bylaw may be cited as “**2026 - 2030 Financial Plan Bylaw No. 274**”.
2. Schedule “A” attached hereto and forming part of this bylaw is hereby adopted as the Statement of Objectives and Policies for the Five Year Financial Plan for the years 2026 to 2030.
3. Schedule “B” attached hereto and forming part of this bylaw is hereby adopted as the Financial Plan schedule of proposed funding sources, expenditures, and transfers between funds for the years 2026 to 2030.
4. This Bylaw repeals “*2026 – 2030 Financial Plan Bylaw No. 254*”.

Read a first, second and third time by the Municipal Council this \_\_\_\_ day of \_\_\_\_\_, 2026.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Rob Kerslake, Mayor

\_\_\_\_\_  
Tasha Buchanan, Corporate Officer

**Certified Correct:**

\_\_\_\_\_  
**Corporate Officer**

**Schedule “A”  
2026 - 2030 Financial Plan  
Statement of Objectives and Policies**

In accordance with Section 165(3.1) of the *Community Charter*, the District of Barriere is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

**Funding Sources**

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2026.

**Table 1: Sources of Revenue**

<b>Revenue Source</b>	<b>Amount</b>	<b>% of Total Revenue</b>
Property Value Taxes	\$ 1,428,772	15.94%
Parcel Taxes	\$ 0	0.00%
User Fees and Charges	\$ 1,100,668	12.28%
Other Sources	\$ 4,667,696	52.07%
Proceeds from Borrowing	\$ 150,000	1.67%
Development Cost Charges	\$ 0	0.00%
Reserve Funding	\$ 1,617,069	18.04%
<b>TOTAL</b>	<b>\$ 8,964,205</b>	<b>100.0%</b>

- “*Property Value Taxes*” forms the first portion of revenue. As a revenue source, property taxation offers a number of advantages. This source offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, and bylaw enforcement.
- “*User Fees and Charges*” represent the second portion of revenue. This source also offers a stable and reliable source of revenue for services on a user-pay basis.
- “*Other Sources*” includes primarily government operating and capital grants, funding from accumulated surplus, and other revenues.
- “*Proceeds from Borrowing*” represents a modest amount of revenue to cover immediate needs instead of utilizing reserve funding.
- “*Reserve Funding*” represent funding from capital reserves. This source of funding consists primarily of transfers from reserve accounts for projects and/or District share of Grant Projects.

Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and wastewater usage, building permits, business licenses, and solid waste services – these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

### Objective

- Over the next five years, the District of Barriere will continue to review the proportion of revenue that is received from taxation and user fees and charges over the current levels, while ensuring that long-term needs for capital infrastructure are addressed
- The District will continue growing our revenue sources so that government grants are not the largest source of revenue.

### Policies

- The District of Barriere reviews all taxation and user fee levels to ensure they are adequately meeting both the full asset life cycle costs capital and delivery costs of the service.
- Ensure that property tax increases remain as stable as possible over time, instead of large fluctuations, while utilizing a balance of inflation and construction price index to determine a reasonable taxation rate increase.
- ~~• Where possible, the District will endeavor to supplement revenues from fees and charges, rather than taxation, to lessen the burden on its limited property tax base.~~
- Set taxes, fees and charges to achieve full cost recovery, where appropriate, for operating costs, and work towards full annual cost recovery for the capital program.
- Utility rates should be increased consistently over time to fund asset management needs. capital reserves.
- The District's Asset Management policies will be utilized to inform tax and rate adjustment decisions.
- As well, the District will actively encourage economic development and residential developments.
- Lastly, the District will encourage the use of alternate revenue streams instead of property taxes.

**Distribution of Property Tax Rates**

Table 2 outlines the proposed distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of the District of Barriere services. Over time, the District will work to increase the industrial and business uses in the District to lessen the impact on residential properties.

**Table 2: Distribution of Property Tax Rates**

<b>Property Class</b>	<b>Rate Multiple</b>	<b>% of Total Property Taxation</b>	<b>Dollar Value</b>
Residential (1)	1.00	73.56%	\$1,019,762
Utilities (2)	14.57	3.90%	\$54,053
Social Housing (3)	1.00	0.00%	\$0
Major Industrial (4)	3.92	2.90%	\$40,250
Light Industrial (5)	3.51	2.96%	\$40,969
Business and Other (6)	2.45	16.56%	\$229,595
Managed Forest (7)	3.01	0.00%	\$0
Recreation/Non-Profit (8)	1.00	0.10%	\$1,435
Farmland (9)	1.00	0.02%	\$208
<b>Total</b>		<b>100.00%</b>	<b>\$1,386,272</b>

**Objective**

- To ensure property taxes and rates are sufficient for the District's short and long-term needs.
- To ensure equity among property classes by reviewing the ratios of property class allocations annually

**Policies**

- The District will look at developing new revenue sources to offset the tax rate for all classes.
- Conduct periodic reviews of taxes paid by individual classes.
- Consider tax shifts or redistributions only where a full comprehensive analysis and impact is undertaken.
- Where a tax shift is required, consider a gradual phase-in to allow the properties in the class to adjust their budgets accordingly.
- In establishing property tax rates, take into consideration:
  - The amount of property taxes levied as compared to other municipalities.
  - The property class conversion ratio as compared to other municipalities.
  - The tax share borne by each property class.
  - The tax ratios of each property classification.

## **Tax Exemptions**

### **Permissive Tax Exemptions**

The District provides tax exemptions for non-profit societies in our community. Non-profit groups provide key services for our community.

### **Revitalization Tax Exemption**

The District has developed two Revitalization Tax Exemption Bylaws that encourage development and revitalization in the community. The Downtown Core and the Yellowhead Corridor are the two areas that are named in the bylaws.

### **Objective**

- Optimize the provision of charitable and not-for-profit services for the benefit of District residents.
- Provide property tax exemptions as permitted under the *Community Charter* in a consistent and fair manner.
- Restrict the provision of exemption to those providing an extension to District services and minimize the impact on District revenues.
- Utilize the revitalization tax exemption program as a means of encouraging commercial investment and increasing the availability of housing in the community.

### **Policies**

- District residents must be primary beneficiaries of the organization's services, and the services provided must be accessible to all members of the public.
- In guiding and approving permissive tax exemptions, Council will take into consideration:
  - Not-for-profit occupiers of District property for the duration of their occupancy.
  - Land and improvements surrounding a statutorily exempt buildings for public worship.

2026 – 2030 Financial Plan Bylaw No. 274

**Schedule “B”  
Five Year Financial Plan 2026-2030\*\***

	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Revenues</b>					
Property Taxes	\$ 1,386,272	\$ 1,455,586	\$ 1,528,365	\$ 1,604,783	\$ 1,685,022
Parcel and Frontage Taxes	-	-	-	-	-
Grants in Lieu of Taxes	7,500	7,500	7,500	7,500	7,500
Percentage of Revenue Tax	35,000	35,000	35,000	35,000	35,000
Sales of Services and User Fees	1,100,668	1,155,702	1,213,487	1,274,161	1,337,869
Grants	4,607,917	2,171,055	631,125	631,125	631,125
Development Cost Charges	-	-	-	-	-
Other Revenues	59,779	59,779	59,779	59,779	59,779
<b>Total Revenues</b>	<b>7,197,136</b>	<b>4,884,621</b>	<b>3,475,256</b>	<b>3,612,348</b>	<b>3,756,295</b>
<b>Expenses</b>					
General Government	1,257,583	835,454	877,226	921,087	967,141
Protective Services	338,250	395,163	414,921	435,667	457,450
Transportation Services	503,540	528,718	555,154	582,911	612,057
Environmental & Health Services	237,288	249,152	261,610	274,691	288,426
Public Health Services	18,849	19,791	20,781	21,820	22,911
Planning and Development	14,000	14,700	15,435	16,207	17,017
Parks, Recreation and Cultural Services	427,839	449,231	471,693	495,278	520,042
Water Services	414,685	435,419	457,190	480,050	504,053
Wastewater Services	279,476	293,450	308,123	323,529	339,705
Amortization	664,741	745,898	788,826	860,944	909,239
Debt Interest	7,163	6,379	4,528	2,595	810
<b>Total Expenses</b>	<b>4,163,414</b>	<b>3,973,355</b>	<b>4,175,487</b>	<b>4,414,779</b>	<b>4,638,851</b>
<b>Surplus (Deficit) for the year</b>	<b>\$ 3,033,722</b>	<b>\$ 911,266</b>	<b>\$ (700,231)</b>	<b>\$ (802,431)</b>	<b>\$ (882,556)</b>
<b>Adjusted for non-cash items</b>					
Amortization	664,741	745,898	788,826	860,944	909,239
<b>Total Cash from Operations</b>	<b>\$ 3,698,463</b>	<b>\$ 1,657,164</b>	<b>\$ 88,595</b>	<b>\$ 58,513</b>	<b>\$ 26,683</b>
<b>Adjusted for Cash Items</b>					
Proceeds from Borrowing	150,000	-	-	-	-
Capital Expenditures	(5,070,000)	(2,432,500)	(2,264,000)	(2,479,000)	(1,350,000)
Debt Principal Repayments	(55,069)	(63,851)	(65,701)	(67,635)	(45,639)
Transfer from Land Sales Reserve	-	-	-	-	-
Transfer from Capital Reserves	1,617,069	560,100	-	-	-
Transfer to Capital Reserves	(320,697)	(167,899)	(167,899)	(167,899)	(167,899)
Transfer to/from Surplus	(19,766)	446,986	2,409,005	2,656,021	1,536,855
	<b>(3,698,463)</b>	<b>(1,657,164)</b>	<b>(88,595)</b>	<b>(58,513)</b>	<b>(26,683)</b>
<b>Financial Plan Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

\*\*Supplementary Capital Reserve Schedule is attached as a reference for detailed funds transfers.

**DISTRICT OF BARRIERE  
2026 CAPITAL PROJECTS WITH PROPOSED FUNDING SOURCES**

CAPITAL EXPENDITURES - 2026			FUNDED FROM																		
			RESERVES								Community Works / Gas Tax				Growing Communities Climate Action		DCC		GRANTS		DEBT
Description	Fund	Amount	General	Fire	Water	Wastewater	Transportation	Parkland	Tax	Communities	Climate Action	DCC	GRANTS	DEBT	OTHER						
<b>2025 Carry Forward Projects</b>																					
	General	-																			
	General																				
	General																				
<b>Subtotal 2025 Carry Forward Projects</b>			-	-	-	-	-	-	-	-	-	-	-	-	-						
<b>2026 New Projects</b>																					
Winter Roads Equipment	General	150,000	-											150,000							
Road Program	General	75,000	75,000																		
BBC Storage Rooms - Energy Retrofit	General	7,500									7,500										
Bandshell Washrooms Door Locks	General	5,000	5,000																		
Traffic Calming	General	2,500	2,500																		
CN - Hall Road	General	25,000	25,000																		
Wastewater Treatment Plant & Hwy 5 Wastewater	GCF / General	4,600,000	242,000							1,000,000			3,358,000								
IT Equipment (Network, phones, computers, etc.)	General	20,000	20,000																		
Turnout gear	Fire	25,000		25,000																	
Pump Replacement	Fire	40,000		40,000																	
Emergency repairs	Water	100,000			100,000																
Wayfinding Program Study	General	20,000	20,000																		
<b>Other Requests</b>																					
		-																			
<b>Total</b>																					
		-																			
<b>Subtotal 2026 New Projects</b>			5,070,000	389,500	65,000	100,000	-	-	-	1,000,000	7,500	-	3,358,000	150,000	-						
<b>TOTAL CAPITAL EXPENDITURES</b>			<b>5,070,000</b>	<b>389,500</b>	<b>65,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>	<b>7,500</b>	<b>-</b>	<b>3,358,000</b>	<b>150,000</b>	<b>-</b>						



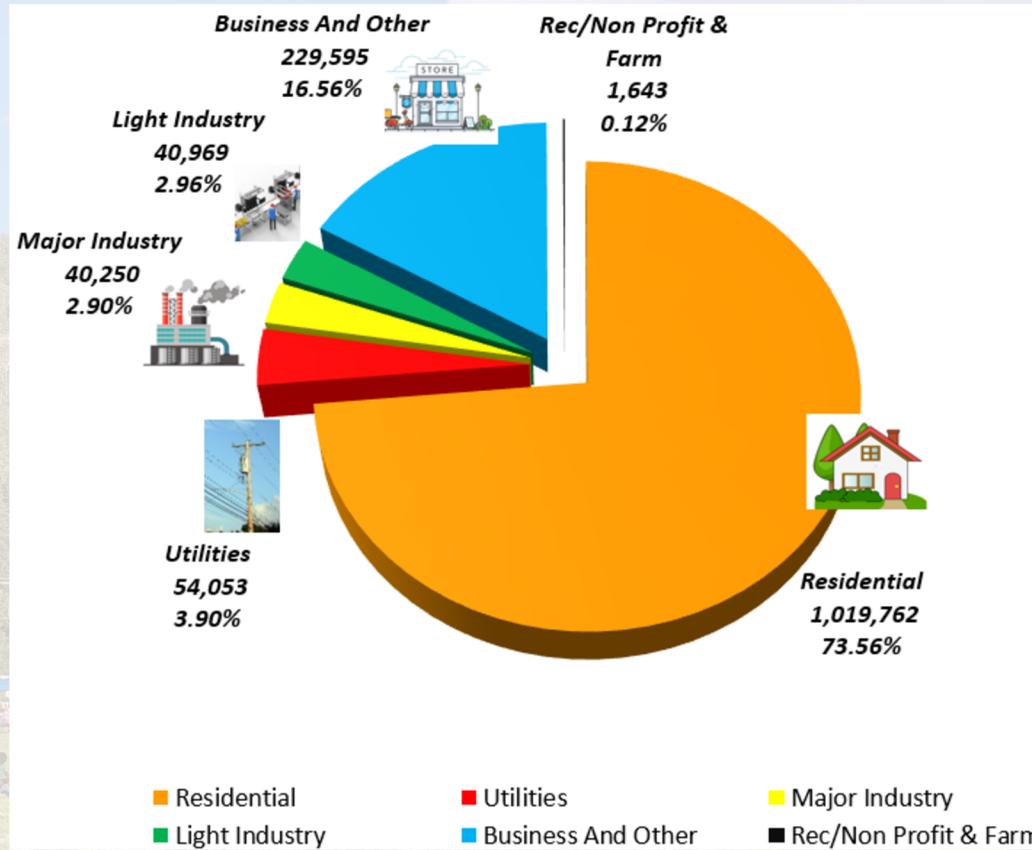
# 2026 BUDGET - DRAFT 2



February 9, 2026

www.Barriere.ca

## Municipal Tax Revenue By Property Class



	Proposed Property Tax Rates			
	2025*	2026	Change	% Change
Residential	2.5593	2.7446	0.1853	7.24%
Utilities	8.4803	40.00	31.5197	371.68%
Major Industry	8.9831	10.7614	1.7783	19.80%
Light Industry	8.9831	9.6334	0.6503	7.24%
Business And Other	6.2702	6.7242	0.4539	7.24%
Rec/Non Profit	2.5593	2.7446	0.1853	7.24%
Farm	2.5593	2.7446	0.1853	7.24%

\*2025 Tax Rates include Streetlighting Changes

Municipal Taxes on a Typical Residential Property		
	2025*	2026
Assessed Value	\$383,000	\$392,000
Municipal Tax Rate	2.5593	2.7446
Municipal Taxes	\$980.20	\$1,075.87
<b>Total Municipal Taxes</b>	<b>\$980.20</b>	<b>\$1,075.87</b>
Change from 2025 -> \$95.67 (\$7.97 per month)		
<b>Change Per \$100,000 Assessed Value</b>	<b>\$24.41</b>	

\*2025 Tax Rates include Streetlighting Changes

## Council Strategies to Balance the Budget

1. Reduce Councils Legislative expense budget by \$5,000
2. Reduce Roads Paving Capital Project by \$25,000
3. Utilize Debt for \$150,000 Roads Equipment.
4. Include \$70,000 Streetlighting in General Taxation
5. Include 40.0 Tax Rate for Utilities Class for ~\$41,000 additional General Taxation revenue
6. 7.5% Water and 5% Wastewater increase
7. 5% User Fee increases where applicable
8. General Property Taxation revenue increase by up to 9%
9. Adjust Major Industry Class to ~3% of Tax Burden (from 2.66%)
10. Reduce Operational Budgets by up to \$40,000
11. As last resort, utilize Surplus/Reserves to offset shortfall

Residential			
	# Folios	Taxes	Average Increase/Decrease
Decrease in taxes	30	(\$861)	(\$29)
Increase <\$100	578	\$28,000	\$48
Increase \$100-\$500	331	\$57,428	\$173
Increase \$500-\$1000	7	\$4,282	\$612
Increase >\$1000	3	\$5,396	\$1,799
	949	\$94,246	\$99

Commercial			
	# Folios	Taxes	Average Increase/Decrease
Decrease in taxes	3	(\$3,287)	(\$1,096)
Increase <\$100	21	\$1,191	\$57
Increase \$100-\$500	38	\$9,019	\$237
Increase \$500-\$1000	10	\$6,304	\$630
Increase >\$1000	1	\$2,571	\$2,571
	73	\$15,798	\$216

# Revenues & Expenses

Where the Money Comes From	
Property Taxes	1,386,272
Grant in Lieu & Other Taxes	42,500
User Fees & Charges	1,100,668
Government Transfers	4,607,917
Interest, Penalties & Other Recoveries	59,779
Transfers from Reserves - Carryforward Pr	0
Transfers from Reserves - Current Projects	1,617,069
Funded from Debt/Loan	150,000
Funded from Development Cost Charges	0
Transfers from Surplus - Carryforwards	0
<b>Total Funding Available</b>	<b>8,964,205</b>

Where the Money Goes	
General Government	796,873
Protective Services	338,250
Transportation	503,540
Environmental & Public Health	256,137
Planning & Development	14,000
Parks & Recreation	284,789
Facilities	143,050
Water Utility Operations	414,685
Wastewater Utility Operations	279,476
Grant Projects - Ops (incl. Carry Forward)	460,710
Debt Servicing	7,163
<b>Operating Expenditures</b>	<b>3,498,673</b>
Capital Projects - Carry Forward	0
Capital Projects - Current Year	5,070,000
<b>Capital Expenditures</b>	<b>5,070,000</b>
<b>Transfer to Reserves</b>	<b>320,697</b>
<b>Total Expenditures</b>	<b>8,889,370</b>
<b>Current Year Net Surplus</b>	<b>74,835</b>

Reserve Balances			
	Beginning *	Ending	2026 Used
General Capital	743,008	343,082	410,648
Fire Department Capital	154,151	56,875	98,921
Water Capital	490,570	397,704	100,000
Wastewater Capital	0	0	0
Transportation Infrastr.	0	0	0
Parkland	66,574	67,573	0
Community Works	82,679	368,971	0
Growing Communities	1,192,599	204,055	1,000,000
Climate Action Program	115,198	110,147	7,500
<b>Total Reserves</b>	<b>2,844,779</b>	<b>1,548,407</b>	<b>1,617,069</b>

Debt Servicing					
	2026	2027	2028	2029	2030
<b>General Fund</b>					
Equipment Financing - Bush Truck \$175,000; 5 years; June 2030	38,006	38,006	38,006	38,006	14,225
<b>General Fund</b>					
Equipment Financing - Roads Equip \$150,000; 5 years; March 2031	24,226	32,224	32,223	32,224	32,224
<b>Total Debt Payments</b>	<b>62,232</b>	<b>70,230</b>	<b>70,229</b>	<b>70,230</b>	<b>46,449</b>

MUNICIPAL AND OTHER TAXES					
2026 includes additional \$41,000 for Utility Class 2, \$70,000 for Streetlighting, \$3,500 for Major Industry = \$114,500 For More Information please see Details to the Right					
	2022	2023	2024	2025	2026
<b>Municipal Property Taxes</b>					
Amount levied	\$ 966,391	\$ 1,012,189	\$ 1,062,194	\$ 1,154,272	\$ 1,386,272
Increase from previous year	\$ 49,893	\$ 45,798	\$ 50,005	\$ 92,078	\$ 232,000
% Increase from previous year	5.4%	4.7%	4.9%	8.7%	20.1%
<b>Regional District Requisition</b>					
Amount levied	\$ 312,266	\$ 315,452	\$ 329,394	\$ 352,843	\$ 402,199
Increase from previous year	\$ 31,515	\$ 3,186	\$ 13,942	23,449	49,356
% Increase from previous year	11.2%	1.0%	4.4%	7.1%	14.0%
Requisition as % of municipal taxes	32.3%	31.2%	31.0%	33.2%	29.0%
<b>Hospital Requisition</b>					
Amount levied	\$ 133,787	\$ 135,681	\$ 135,152	\$ 145,245	\$ 145,282
Increase from previous year	\$ (144,654)	\$ 1,894	\$ (529)	\$ 10,093	\$ 37
% Increase from previous year	-52.0%	1.4%	-0.4%	7.5%	0.0%
Requisition as % of municipal taxes	13.8%	13.4%	12.7%	12.6%	10.5%
<b>School Requisition</b>					
Amount levied	\$ 614,796	\$ 676,594	\$ 698,918	\$ 753,119	\$ 753,442
Increase from previous year	\$ 56,156	\$ 61,798	\$ 22,324	\$ 54,201	\$ 323
% Increase from previous year	10.1%	10.1%	3.3%	7.8%	0.0%
Requisition as % of municipal taxes	63.6%	66.8%	65.8%	65.2%	54.4%
<b>Police Requisition</b>					
Amount levied	\$ 95,748	\$ 111,787	\$ 120,704	\$ 127,555	\$ 127,555
Increase from previous year	\$ 12,515	\$ 16,039	\$ 8,917	\$ 6,851	\$ -
% Increase from previous year	15.0%	16.8%	8.0%	5.7%	0.0%
Requisition as % of municipal taxes	9.9%	11.0%	11.4%	11.1%	9.2%
<b>Total Taxation</b>	<b>\$ 2,138,519</b>	<b>\$ 2,272,445</b>	<b>\$ 2,363,783</b>	<b>\$ 2,550,455</b>	<b>\$ 2,832,171</b>
<b>Other Taxing Authorities</b>	<b>\$ 1,172,128</b>	<b>\$ 1,260,256</b>	<b>\$ 1,301,589</b>	<b>\$ 1,396,183</b>	<b>\$ 1,445,899</b>
<b>% Compared to Municipal Taxes</b>	<b>55%</b>	<b>55%</b>	<b>55%</b>	<b>55%</b>	<b>51%</b>

# Capital Projects

New Capital Projects		
Public Works	Facility/Safety Upgrades	15,000
Roads	Paving program	75,000
	CN Rail - Hall Road	25,000
	Winter Roads Equipment	150,000
Fire	Pump Replacement	40,000
	Turnout Gear	25,000
IT	Office Equipment & Technology	20,000
Utilities	WWTP & Wastewater	4,600,000
General	Wayfinding Program Study	20,000
Utilities/Public Works	Emergency repair contingency	100,000
<b>TOTAL NEW CAPITAL PROJECTS</b>		<b>5,070,000</b>

## Taxation Changes - Details

- \$70,000 is due to Streetlighting change from Utility Billing. Average residential property will see an increase of \$56 on municipal taxation while seeing a reduction of \$69 on utility bills.
- \$41,000 additional revenue from Utility Class 2. This does not impact other taxation classes such as residential or commercial properties.
- \$3,500 additional revenue from Major Industry Class 4, no impact to residential, commercial, or small industry properties.

Overall \$114,500 of the \$232,000 overall change is due to specific one time circumstances.

The actual taxation change amount impacting all taxation classes is closer to \$117,500, or roughly 9% of additional revenue from taxation.

Non-Market Change (new development) of roughly \$3Million will offset taxation increases for other properties. Actual increases may be closer to 7.2-7.5% per residential property.

Individual amounts will vary based on BC Assessment determined property values.

February 9, 2026  
SPECIAL MEETING

**2026 DRAFT BUDGET**



**GENERAL FUND**

Operating	
Operating Revenue	3,133,402
Operating Expenditures	(2,804,512)
Net before Transfers	328,890
Transfer to Reserves (see Reserve Continuity)	(320,697)
<b>Net Available for Capital</b>	<b>8,193</b>

General Fund Operating Expenditures	
General Government	795,671
Protective Services	338,250
Transportation	503,540
Environmental & Public Health	256,137
Planning & Development	14,000
Parks & Recreation	284,789
Facilities	143,050
Debt Servicing	7,163
Operating / Grant Project (non capital)	461,912
Community Support Increases	-
Council Follow-up Items	-
<b>Total</b>	<b>2,804,512</b>

General Fund Revenues	
Property Taxes	1,268,598
Property Taxes - Increase	117,674
Grant in Lieu & Other Taxes	42,500
User Fees & Charges	384,625
User Fees - Increases	10,309
Government Transfers	1,249,917
Interest, Penalties & Other Recoveries	59,779
Other - Surplus	-
From Acc Surplus - 2025 Carry Forwards	-
<b>Total</b>	<b>3,133,402</b>



**WATER FUND**

Operating	
Operating Revenue	555,081
Operating Expenditures	(414,685)
<b>Net Available for Capital</b>	<b>140,396</b>

Water Fund Operating Expenditures	
Water Utility Operations	414,685
Debt Servicing	-
Council Follow-up Items	-
<b>Total</b>	<b>414,685</b>

Water Fund Revenues	
Water - Fixed/Capital Charges	527,081
Water - Usage Charges	-
Water - Miscellaneous Charges	-
Water - Late Penalties	-
Water - Increase	28,000
<b>Total</b>	<b>555,081</b>



**WASTEWATER FUND**

Operating	
Operating Revenue	150,653
Operating Expenditures	(279,476)
<b>Net Available for Capital</b>	<b>(128,823)</b>

Wastewater Fund Operating Expenditures	
Wastewater Utility Operations	279,476
Debt Servicing	-
Council Follow-up Items	-
<b>Total</b>	<b>279,476</b>

Wastewater Fund Revenues	
Wastewater - Fixed/Capital Charges	145,500
Wastewater - Usage Charges	-
Wastewater - Miscellaneous Charges	-
Wastewater - Late Penalties	-
Wastewater - Increase	5,153
<b>Total</b>	<b>150,653</b>



**CAPITAL EXPENDITURES**

Capital	
Capital Funding	5,089,766
Capital Expenditures	(5,070,000)
<b>Net Capital Surplus/Deficit</b>	<b>19,766</b>

Capital Expenditures	
Information Technology	20,000
Emergency Services	65,000
Facilities	12,500
Fleet & Equipment	150,000
Engineering	20,000
Public Works	102,500
Water	100,000
Wastewater	4,600,000
<b>Total</b>	<b>5,070,000</b>

Capital Funding Sources	
Capital Grants	3,358,000
Debt / Loan	150,000
Operating Surplus Available	-
General	8,193
Water	140,396
Wastewater	(128,823)
From Reserves and DCCs	1,562,000
From Accumulated Surplus	-
<b>Total</b>	<b>5,089,766</b>

**2026 DRAFT BUDGET - CONSOLIDATED**

Operating Revenues	
General Fund	3,133,402
Water Fund	555,081
Wastewater Fund	150,653
Other Funding Sources - Surplus	-
<b>Total</b>	<b>3,839,136</b>

2026 CONSOLIDATED FINANCIAL PLAN - Operating	
Operating Revenue	3,839,136
Operating Expenditures	(3,498,673)
Operating Surplus	340,463
Transfer to Reserves	(320,697)
Net Operating Surplus	19,766
Transfer to Capital	(19,766)
Net After Capital Transfer	-

Operating Expenditures	
General Fund Operating	2,804,512
Water Fund Operating	414,685
Wastewater Fund Operating	279,476
Fee for Service - pending request	-
Council Follow-up Items	-
<b>Total</b>	<b>3,498,673</b>

Capital Funding Sources	
Debt / Loan	150,000
Capital Grants	3,358,000
Funded from Development Cost Charges	-
Transfer from Reserves - 2025 carryforward projects	-
Transfer from Surplus - 2025 carryforward projects	-
Transfer from Reserves - current	1,617,069
<b>Total</b>	<b>5,125,069</b>

2026 CONSOLIDATED FINANCIAL PLAN - Capital	
Debt / Loan	150,000
Capital Grants	3,358,000
Transfer from Operations	19,766
Transfer from Reserves/surplus	1,617,069
Transfer from DCCs	-
Net Capital Funding	5,144,835
Capital Expenditures	(5,070,000)
<b>Capital - Surplus/Deficit</b>	<b>74,835</b>

Capital Expenditures	
<b>New Projects</b>	
General	389,500
Fire	65,000
Water	100,000
Wastewater	1,000,000
Other	7,500
Grant Funded	3,358,000
Debt Funded	150,000
<b>Carryforward Projects</b>	
General Fund	-
Water Fund	-
Other Fund	-
Grant Funded	-
<b>Total</b>	<b>5,070,000</b>

Other Program Funding Sources	
Capital Grants	-
Transfer from Reserves	-
Transfer from Accumulated Surplus	-
<b>Total</b>	<b>-</b>

ACCUMULATED SURPLUS - Reserves	
Balance - December 31, 2025	2,844,779
2025 Carry Forward Capital Projects	-
Net after funding of Carry Forward Projects	2,844,779
Transfers in from Operating	320,697
Transfer in - 2025 Climate Action funding	-
Transfers in - fleet replacement/future capital	-
Used to fund 2026 Capital Projects	(1,617,069)
<b>Total</b>	<b>1,548,407</b>

ACCUMULATED SURPLUS - NON LIQUID - Investment in Capital Assets	
Beginning Balance	30,120,762
Capital Expenditures	5,070,000
Debt Principal Payments	55,069
Amortization	(671,408)
<b>Total</b>	<b>34,574,423</b>

ACCUMULATED SURPLUS - Operating Surplus	
Beginning Balance	85,040
Net Income	3,082,124
Invested in Capital Assets	(4,453,661)
From Reserves - Current Projects	1,617,069
To Reserves - Community Works etc.	(320,697)
To Equipment Reserve	-
<b>Total</b>	<b>9,875</b>
Less: Internally Restricted	-
<b>Net Operating Surplus</b>	<b>9,875</b>

	Beginning *	Ending	2026 Used
General Capital	743,008	343,082	410,648
Fire Department Capital	154,151	56,875	98,921
Water Capital	490,570	397,704	100,000
Wastewater Capital	-	-	-
Transportation Infrastructure	-	-	-
Parkland	66,574	67,573	-
Community Works (Gas Tax)	82,679	368,971	-
Growing Communities	1,192,599	204,055	1,000,000
Climate Action Program	115,198	110,147	7,500
<b>Total</b>	<b>2,844,779</b>	<b>1,548,407</b>	<b>1,617,069</b>

ACCUMULATED SURPLUS - TOTAL	
Operating Surplus	9,875
Investment in Capital Assets	34,574,423
Statutory Reserves	1,548,407
Internally Restricted Funds	-
<b>Total</b>	<b>36,132,704</b>

Internally Restricted Funds	
Restricted Fund 1	-
Restricted Fund 2	-
<b>Total</b>	<b>-</b>

\* after deducting 2025 carryforward projects

District of Barriere  
**REPORT TO COUNCIL**  
**Request for Decision**

<b>Date: February 23, 2026</b>	<b>File: 530.20/Rpts</b>
<b>To: Council</b>	<b>From: T. Buchanan, Corporate Officer</b>
<b>Re: DRAFT Fees &amp; Charges Bylaw No. 73, Amendment Bylaw No. 275</b>	
<b>Recommendation: THAT Fees &amp; Charges Bylaw No. 73, Amendment Bylaw No. 275 be given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.</b>	

**Purpose** To amend current, applicable Fees & Charges Bylaw Schedules to reflect necessary fee increases, as well as new and projected services and products reflected in the 2026-2030 Financial Plan.

**Background** The last general utility fee increase occurred two years ago in May 2025 to reflect the previous year's Financial Plan. Generally, nominal increases have occurred annually to reflect operational cost increases with adopted updates in April 2023, March 2022, June 2021, and so on. In order to align with the anticipated expenses and revenues adopted in the 2026 Budget process, various fee increases are reflected in a draft Fees & Charges bylaw amendment.

**Summary**

The following Schedules are included in the attached Bylaw Amendment No. 275 for Council consideration (*proposed fee indicated in red with the current fee shown in ~~strike through~~*):

**Schedule 1 – General Administration and Freedom of Information Requests**

- ✓ Removed Composter fee as the District no longer retails this item directly.

**Schedule 2 – Building Document Services**

- ✓ Increase to \$500 from \$200 for Cancellation Notice on Title. This fee has not been adjusted since the District's incorporation.

**Schedule 3 – Business Licence Fees**

- ✓ Classification #3202 – *Independent Healthcare Aid* was missed when added within the recently adopted new Business Licence Bylaw. This fee isn't an increase, it just establishes a rate of \$105.00 for this specific classification.

#### Schedule 4 – Public Works and Services

- ✓ General 5% fee increases to Solid Waste rates.
- ✓ Removes Street Lighting Fees as established under the recently adopted Utility Billing Bylaw.
- ✓ 'Additional Bags' fee increase from \$1.50/ea to \$2.00/ea
- ✓ General 7.5% fee increases to Water rates and 5% to Wastewater rates.

#### Schedule 5 – Road Right-of-Way Usage Fees & Permits

- ✓ Added "Temporary Residential Usage Security Deposit - \$300 (refundable) – this ensures that any item authorized by the Public Works Manager to be temporarily located on the right-of-way (a flat-bed trailer for moving purposes or C-can waste disposal for renovations etc.) is removed by the scheduled date set by staff and that the R.O.W. is restored to its original condition should any disturbances be incurred by the resident.

#### Schedule 6 – Planning Land & Development

- ✓ Increase from \$350 to \$500 per conventional subdivision lot or proposed strata lot. This fee has not been increased to reflect costs since this fee's establishment.
- ✓ Added "PLA Extension or Modification - \$275" – this is a service that the Planning Department has seen a lot of since 2020. An amendment or extension of a PLA can incur a range of staff hours depending on the extension or amendment; ranging from 15 minutes, to 4 hours.
- ✓ OCP and Zoning Amendment Application fees increase from \$1,200 to \$1,500.
- ✓ Joint OCP/Zoning Amendment Application fee increase from \$1,500 to \$1,800.
- ✓ Temporary Use Permit Application fee increase from \$1,200 to \$1,500.

*\*Staff are in the process of reviewing all Planning & Development fee structures and anticipate presenting a proposed large scale revision later in the year.*

#### Schedule 7 – Municipal Property Rentals

- ✓ Added "Heavy Equipment" hourly rental rates. This fee is suggested to be set to the current BC Blue Book Value with a 10% administrative fee for processing the request.

#### Schedule 9 – Building Inspection Department Fee Schedule

- ✓ General fee increases
- ✓ Added a separate Surcharge rate for Commercial, Industrial & Multi-Family (4+units) construction applications - \$2,500.00. Incentivizing larger scale projects, often within the downtown or highway corridor, to complete their construction projects and development is a priority.
- ✓ Removing a special rate for "Manufactured" homes. Today's Manufactured homes most often require similar amount of inspections and administration to oversee compliance with the BC Building Code and municipal regulations.
- ✓ Increase of Demolition fee from \$50 to \$100 and added a refundable deposit of \$1,500 that will be reimbursed upon removal of resulting debris. This surcharge is seen more and more frequently in other municipalities to help address delays in demolition material removal.

#### Schedule 12 – Louis Creek Industrial Park Water System

- ✓ General 7.5% fee increase.
- ✓ Aligned the non-connected property (vacant or under-construction) rate to match the primary DoB water system rate = 50% of the applicable water system base rate. The current \$100/month fee was set as it was 50% of the LCIP system monthly rate. To ensure it aligns with future increases, re-wording this rate ensures consistency.

## Schedule 13 – Ridge Gym Rental Fee Schedule

- ✓ Removed “Not-for-Profit” from District of Barriere Subsidized Programming description as this allows for flexibility in the programming the District chooses to fully subsidize.
  - ✓ Added “Refundable Cleaning Deposit” for single, special event rentals. This ensures that if the gym is not swept and tidied as required in their rental contract, that the cost to carry out the work can be recouped without using tax payer dollars.
- 

### **Benefits or Impact**

General – Regular Fee review and adjustments reduce the risk of unexpected and likely large fee increases to correct and align actual operational costs.

Finances - Reflects Council’s 2026 Budget and the 2026-2030 Financial Plan currently in the process of consideration.

### Strategic Impact

N/A

### Risk Assessment

Compliance: Low

Internal Control Process: upon adoption, new fees will be uploaded through the District’s finance software and in place for the next Utility Billing cycle.

### Next Steps / Communication

- Adoption scheduled for the March 30<sup>th</sup>, 2026 Council Meeting.
- 

### **Attachments**

- DRAFT Fees & Charges Bylaw No. 73, Amendment Bylaw No. 275
- Compiled Fees & Charges Bylaw No. 73 (showing entire bylaw plus proposed revisions)

### **Recommendation**

**THAT Fees & Charges Bylaw No. 73, Amendment Bylaw No. 275 be given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.**

### **Alternative Options**

1. Council could choose not to increase fees to any or all of the proposed fee schedules. This is not recommended as it would result in a revenue deficit to cover operation expenses and reserve fund contributions. These deficits would then need to be covered through taxation – requiring amendments to the Tax Rates & Financial Plan Bylaws which must be adopted by May 14, 2025.
2. Council could choose to amend proposed fees prior to 2<sup>nd</sup> reading.

Prepared by: T. Buchanan, Corporate Officer

Reviewed by: D. Drexler, Chief Administrative Officer



**DISTRICT OF BARRIERE**  
**DRAFT - BYLAW NO. 275**

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**A BYLAW TO AMEND FEES AND CHARGES BYLAW NO.73**

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**WHEREAS** pursuant to the provisions of the Community Charter, Council may by Bylaw impose fees and other charges to recover the cost of a service:

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

**1. CITATION**

This Bylaw may be cited as “*Fees and Charges Bylaw No. 73, Amendment Bylaw No. 275.*”

**2. Bylaw No. 73, as amended, is hereby further amended by:**

- a. removing “*Composter*” and its corresponding fee from “*Schedule 1 – General Administration and Freedom of Information Requests*”; and
- b. replacing its existing ‘**Schedule 2**’ with the new “*Schedule 2 – Building Document Services*” attached to this Bylaw; and
- c. adding the following to ‘*Schedule 3 – Business License Fees*’:

3202	Independent Healthcare Aid	\$105.00
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; and

- d. replacing its existing ‘**Schedule 4**’ with the new “*Schedule 4 – Public Works and Services*”; and
- e. adding the following to “*Schedule 5 – Road Right-of-Way Usage Fees & Permits*”

Temporary Residential Usage Security Deposit	\$300.00* <i>*Refundable once temporary use removed</i>
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; and

- f. replacing its existing ‘**Schedule 6**’ with the new “*Schedule 6 – Planning Land & Development*’ attached to this Bylaw; and
- g. replacing its existing ‘**Schedule 7**’ with the new “*Schedule 7 – Municipal Property Rentals*” attached to this Bylaw; and
- h. replacing its existing ‘**Schedule 9**’ with the new “*Schedule 9 – Building Inspection Department Fee Schedule*” attached to this Bylaw; and

- i. replacing its existing '**Schedule 12**' with the new "*Schedule 12 – Louis Creek Industrial Park Water System Fee Schedule*" attached to this Bylaw; and
- j. replacing its existing '**Schedule 13**' with the new "*Schedule 13 – Ridge Gym Rental Fee Schedule*" attached to this Bylaw.

**3. EFFECTIVE DATES**

- a. The fee amendments in this bylaw shall come into force and effective immediately upon bylaw adoption.

READ A FIRST TIME this                      day of                      , **2026**.

READ A SECOND TIME this                      day of                      , **2026**.

READ A THIRD TIME this                      day of                      , **2026**.

**ADOPTED this              day of                      , 2026.**

\_\_\_\_\_  
Mayor Rob Kerslake

\_\_\_\_\_  
Tasha Buchanan, Corporate Officer

## **SCHEDULE 2 – Building Document Services**

Cancel Notice on Title		<del>\$200.00</del> <b>\$500.00</b>
Property Title Search		\$25.00
Building Inspection Report Request (BIR)	Bylaw No. 238	\$50.00 per property

## **SCHEDULE 4 – Public Works and Services**

Note: A 5% late payment fee will be automatically levied on all fees not paid by the said due date.

### **Solid Waste Disposal Services:**

Occupied dwelling unit - For weekly pickup of one (1) regulation garbage container		<del>\$18.71/mo</del> <b>\$19.65/mo</b>
Pensioners 65 years of age and older – For weekly pickup of one (1) regulation garbage container		<del>\$13.14/mo</del> <b>\$13.80/mo</b>
Additional residential garbage bags each		<del>\$1.50/ea</del> <b>\$2.00/ea</b>
Trade Premises - For twice weekly pick-up of five (5) regulation garbage containers and 1.50 for each additional container		<del>\$36.17</del> <b>\$37.98</b>
Hydraulic Container Rental		<del>\$88.20</del> <b>\$92.61</b>
Hydraulic Container Pick-up		<del>\$11.76</del> <b>\$12.35</b> per lift
Hydraulic Container Start-up Deposit		<del>\$200.00</del> <b>\$210.00</b> one-time fee

### **Street Lighting:**

<del>Dwelling Unit</del>		<del>\$5.78/month</del>
<del>Trade Premises</del>		<del>\$7.04/month</del>

### **Water System Base Rates:**

\*Single & Secondary Dwelling Residential - based on usage from 0- 25 cubic meters/month or 0-75 cubic meters/quarter

\*Residential Multi-Family 3+ units – based on usage from 0-200 cubic meters/month or 0-600 cubic meters/quarter

\*Commercial, Industrial & other enterprise – based on usage from 0-100 cubic meters/quarter

Single & Secondary Residential / Per dwelling unit		<del>\$ 37.96/mo</del> <b>\$40.81/mo</b>
Residential Multi-Family – first 3-5 units each		<del>\$ 37.96/mo</del> <b>\$40.81/mo</b>
Residential Multi-Family – each additional unit: 6 and up		<del>\$ 48.99/mo</del> <b>\$20.41/mo</b>
Schools		<del>\$ 46.93/mo</del> <b>\$50.45/mo</b>
Post Office		<del>\$ 54.52/month</del> <b>\$58.61/mo</b>
Police Detachment building		<del>\$ 134.11/month</del> <b>\$144.17mo</b>
Hotels and Motels		<del>\$37.25</del> <b>\$40.04</b> /per meter/month
Commercial & Industrial/Per Business		<del>\$46.92/month</del> <b>\$50.45/mo</b>
Vacant Lot (*serviceable by existing, adjacent waterline)		50% of applicable water system base rate
Unmetered Connection		<del>\$322.50/month</del> <b>\$346.69/mo</b>

**Additional Water Meter Rates:**

<b>Tier 1</b>	
Residential: Between 76 – 90 cubic meters per quarter	\$0.54. <del>58</del> /per cubic meter
Residential Multi-Family 3+ units Between 201 – 400 cubic meters per quarter	\$0.54. <del>58</del> /per cubic meter
Commercial & Industrial/Per Business Between 101 – 300 cubic meters per quarter	\$0.54. <del>58</del> /per cubic meter
Hotels & Motels Between 101 – 300m3 per quarter	\$0.54. <del>58</del> /per cubic meter
<b>Tier 2</b>	
Residential: Between 91 - 120 cubic meters per quarter	\$0.84. <del>87</del> /per cubic meter
Residential Multi-Family 3+ units Between 401 – 550 cubic meters per quarter	\$0.84. <del>87</del> /per cubic meter
Commercial & Industrial/Per Business: Between 301 – 450 cubic meters per quarter	\$0.84. <del>87</del> /per cubic meter
Hotels & Motels: Between 301 – 450 cubic meters per quarter	\$0.84. <del>87</del> /per cubic meter
<b>Tier 3</b>	
Residential: Greater than 121 cubic meters per quarter	\$1.03 <del>1.11</del> /per cubic meter
Residential Multi-Family 3+ units Greater than 551 cubic meters per quarter	\$1.03 <del>1.11</del> /per cubic meter
Commercial and Industrial/Per Business: Greater than 451 cubic meters per quarter	\$1.03 <del>1.11</del> /per cubic meter
Hotels & Motels: Greater than 451 cubic meters per quarter	\$1.03 <del>1.11</del> /per cubic meter

**Water Connection and Turn ON/OFF Connection Fees:**

Turn ON / Service Call – Scheduled (>48hrs) during regular hours	<del>\$53.75</del> <b>\$57.78</b>
- Unscheduled (<48hrs) during regular hours	<del>\$69.88</del> <b>\$75.12</b>
- after hours & statutory holidays	<del>\$150.50</del> <b>\$161.79</b>
Turn OFF/ Service Call – Scheduled (>48hrs) during regular hours	<del>\$53.75</del> <b>\$57.78</b>
- Unscheduled (<48hrs) during regular hours	<del>\$69.88</del> <b>\$75.12</b>
- after hours & statutory holidays	<del>\$150.50</del> <b>\$161.79</b>
Application to Connect	<del>\$483.76</del> <b>\$520.04</b> + any applicable earthworks at actual cost
Water Meter & Associated Parts	Actual Cost + tax
Water Meter Install Confirmation Deposit <i>(*to be refunded once install is confirmed by Water Department)</i>	\$50.00
Final Meter Read with >24hour (on Regular Business Day) notice	<del>\$26.88</del> <b>\$28.90</b>
Final Meter Read with <24 hour notice	<del>\$53.75</del> <b>\$57.78</b>
Water Meter Service – Potential Warranty Repair <i>(*if work is determined to be covered under warranty, deposit fee is be reimbursed to property owner)</i>	50% of cost of Water Meter

**Temporary Water Use Permit Fees:**

Connection (non-refundable)	\$ <del>483.75</del> <b>\$520.04</b>
Refundable Deposit	\$1,000.00
Tier 1 – Cost of Water (0-25 m3)	\$ <del>3.23</del> <b>3.47</b> /per m3
Tier 2 – Cost of Water (26+ m3)	\$ <del>5.38</del> <b>5.65</b> /per m3
Turn On/Off Fee (normal business hours only)	\$ <del>53.75</del> <b>57.78</b> each

**Fire Hydrant Use Permit Fees:**

Connection (non-refundable)	\$ <del>483.75</del> <b>\$520.04</b>
Refundable Deposit	\$1,000.00
Tier 1 - Cost of Water (0-25 m3)	\$ <del>3.23</del> <b>3.47</b> /per m3
Tier 2 – Cost of Water (26+ m3)	\$ <del>5.38</del> <b>5.65</b> /per m3

**Sewer/Wastewater User Rates:**

<b>Single &amp; Secondary Residential</b>	
Each Dwelling Unit (Birch Lane Wastewater Plant - Bylaw No.50)	\$ <del>80.96</del> <b>\$85.01</b> /month
Each Dwelling Unit (Downtown Solar Aquatics Plant – Bylaw No. 50)	\$ <del>53.55</del> <b>\$56.23</b> /month
Each Dwelling Unit (Clary Subdivision Plant – Bylaw No. 50)	\$ <del>53.55</del> <b>\$56.23</b> /month
Residential Multi-Family 5+ Dwelling Units – Each Dwelling Unit (Downtown & Siska Systems)	\$ <del>31.50</del> <b>\$33.08</b> /month
Senior’s Care Facility – Base Rate -- + Per Dwelling Unit	\$ <del>53.55</del> <b>\$56.23</b> /month \$ <del>26.25</del> <b>\$26.25</b> /month
<b>Commercial &amp; Institutional</b>	
Commercial Business/Office	\$ <del>53.55</del> <b>\$56.23</b> /month
Grocery Store	\$ <del>63.00</del> <b>\$66.15</b> /month
Laundromat – per washer	\$ <del>21.00</del> <b>\$22.05</b> /month
Service Centre	\$ <del>78.75</del> <b>\$82.69</b> /month
Restaurant	\$ <del>105.00</del> <b>\$110.25</b> /month
Hotel/Motel – Base Rate -- Per Room	\$ <del>61.25</del> <b>\$64.31</b> /month \$ <del>8.40</del> <b>\$8.82</b> /month
Schools	\$ <del>157.50</del> <b>\$165.38</b> /month
Place of Worship (Downtown & Siska Systems)	\$ <del>53.55</del> <b>\$56.23</b> /month
Medical Centre	\$ <del>63.00</del> <b>\$66.15</b> /month
Unconnected building fee where wastewater connection is available without eligible exemption	Applicable Connection Monthly Base Rate

**Sewer Connection Fees: \*all systems**

Application to Connect	\$ <del>300.00</del> <b>\$315.00</b>
Applicable Earthworks	Actual Cost
Wastewater Disposal Fee (not septage)	\$ <del>34.65</del> <b>\$36.38</b> /per cubic meter

**SCHEDULE 6 – Planning Land & Development**

**Subdivision Application Fees:**

Preliminary Layout Application	<del>\$350.00</del> <b>\$500.00</b>	Per Conventional Subdivision Lot or Proposed Strata Lot	Application
Final Conventional Plan Exam	\$50.00 \$100.00	Per examination Per lot on the final plan	Final Subdivision Plan Submission
Final Strata Plan Examination	\$100.00	Per examination	
Other Strata Fees	\$100.00	To examine Form E for any phased development	Application
	\$100.00	To issue a Certificate of Approval for each phase of a building strata development.	Certificate Issuance
<b>PLA Extension or Modification</b>	<b>\$275.00</b>		

**Development Approval Charges & Fees:**

Official Community Plan Amendment Application Fee	<del>\$1200</del> <b>\$1500</b>
Zoning Amendment Application Fee	<del>\$1200</del> <b>\$1500</b> -supplementary charge of \$5.00 for each parcel or dwelling unit in excess of 3 parcels or dwelling units as prescribed in the parcel size and/or density provisions of the respective zone
<del>Land Use Contract Amendment Application Fee that requires a public hearing</del>	<del>\$1200</del>
Official Community Plan Amendment in conjunction with an application for amendment to the Zoning Bylaw and/or a Land Use Contract	<del>\$1500</del> <b>\$1800</b>
Development Variance Permit Application Fee	\$ 500
Board of Variance Application Fee	\$ 250
Development Permit Application	\$ 500
<del>Temporary Commercial or Industrial Use Permit Application Fee</del>	<del>\$1200</del> <b>\$1500</b>

**SCHEDULE 7 – Municipal Property Rentals** (for exclusive/reserved use)

<b>Facility Description:</b>	<b>Fee:</b>
Security Deposit	\$200.00
Beer Garden	\$100/day (non refundable) <i>*additional charges may be imposed by RCMP</i>
Ball Fields	\$25.00/per field, per day
User Fees: Adult League - Minor League -	\$200/team per season \$5/player per season
Concession	\$100.00/day
BID Office	\$420.00/month or as negotiated in lease
“Old Chamber” Building	\$70.00/day (Hydro included) \$1000.00/month (+ Hydro)
Barriere Business Centre (BBC) Units – Long Term (12 months +)  Units – Short Term* <i>*CAO may authorize reduced rate for non-profit, community benefit use.</i>	As negotiated through lease agreement  Daily: \$ 75/Units 4A & 4B - \$100/Unit 4C Weekly: \$200/Units 4A & 4B - \$250/Unit 4C Monthly: \$400/Units 4A & 4B - \$500/Unit 4C
Community Hall	As negotiated through lease agreement
<b>Heavy Equipment Description:</b> <i>*includes Operator</i>	<b>Hourly Fee:</b>
Backhoe*	\$ BC Blue Book Value + 10% Administration fee
Single-Axel Dump Truck*	\$ BC Blue Book Value + 10% Administration fee
Tool-Cat* <i>with or without attachments</i>	\$ BC Blue Book Value + 10% Administration fee
Water Tender*	\$ BC Blue Book Value + 10% Administration fee
Other available equipment <i>without operator</i>	\$ BC Blue Book Value + 10% Administration fee + \$500.00 Refundable Security Deposit

**SCHEDULE 9 – Building Inspection Department Fee Schedule**

**A.** For the purpose of calculating the fee for *permits* under the Building Regulation Bylaw, the value of *construction* shall be the total contract price for the work including all subcontracts or the value of *construction* as determined by the *Building Official* on the basis of plans, specifications and information available to him, whatever value shall be greater.

**B. BUILDING PERMIT APPLICATION FEES**

A non-refundable *permit* application fee shall be charged for all *permits*. The building *permit* fee shall include this non-refundable application fee.

**C. BUILDING PERMIT**

**FEE**

(1) **Construction Value**

- (a) \$1.00 to \$1,000.00; \$55.00
- (b) \$55.00 - plus for each \$1,000.00 or part thereof by which the value exceeds the sum of \$1,000.00 up to a maximum value of \$400,000.00 as additional fees; and ~~\$ 8.50~~ **\$10**
- (c) ~~\$644.00 plus~~ for each additional \$1,000.00 or part thereof by which the value exceeds the sum of \$400,001.00 as additional fees. \$ 6.50

**D. PLUMBING PERMIT**

**FEE**

- (a) Minimum fee for any plumbing *permit* or first fixture ~~\$60.~~ **\$75**
- (b) *Permit* fee for each fixture after the first fixture ~~\$ 8.50~~ **\$10**
- (c) *Permit* fee for an interceptor or catch basin \$16.00
- (d) *Permit* fee for the installation of a backflow prevention device in any plumbing system \$16.00
- (e) *Permit* fee for any fire sprinkler system
  - i. First 25 sprinkler heads \$55.00
  - ii. Each additional sprinkler head after the first 25 \$ 1.00

**E. PERMIT FEE SURCHARGE**

- (1) In addition to other fees payable in accordance with this Appendix at the time of *permit* issuance, a surcharge will apply to all building *permits* as follows:
  - (a) \$100.00 where the *construction* value is less than \$10,000;
  - (b) ~~\$300.00~~ **\$ 500.00** where the *construction* value is from \$10,000 to \$50,000 or;
  - (c) ~~\$1000.00~~ **\$1,500.00** where the *construction* value is in excess of \$50,000.
  - (d) **\$2,500.00 Multi-Family (4+units), Commercial and Industrial *construction* where the value is in excess of \$50,000.**
- (2) When all work associated with a building *permit* is completed within twenty four (24) months of the date of issue, the *Building Official* shall rebate the surcharge fee paid at the time of permit.

**F. SPECIAL INSPECTION**

**FEE**

Voluntary inspection to establish conformance or status of a building \$ 80.00

**G. MOBILE/~~MANUFACTURED~~ HOMES OR BUILDING RELOCATION**

- (1) *Permit* fee for mobile/~~manufactured~~ homes ~~\$325-~~ **\$500**

- (2) ~~Permit fee for mobile/manufactured homes or relocated buildings placed on permanent foundations extending below ground level will be \$325.00 plus an additional fee based on the value of the foundation as determined by the Building Official.~~ Permit fee for mobile homes, combination or relocated buildings on permanent foundations will be \$500 plus an additional fee based on the value of the foundation and site-constructed components, as determined by the Building Official but shall total no less than \$150 per required inspection.
- H. RENEWAL PERMIT FEE**  
The fee for a renewal *permit* shall be \$150.00 for each renewal period of twelve (12) months  
\$150.00
- I. TEMPORARY BUILDING**  
For a *permit* to construct, place or occupy a temporary building for one (1) year or part thereof  
\$ 50 \$200
- J. CHIMNEY / SOLID FUEL APPLIANCE**  
Fee for the installation of a chimney, fireplace or solid fuel-burning appliance\* \$200.00  
(\* without proof of valid WETT Inspection Certificate; no fee with proof of WETT Inspection Cert.)
- K. REMOVAL OF NOTICE ON LAND TITLE**  
Fee for the removal of a land title notice. \$200 \$500
- L. DEMOLITION ~~OR RELOCATION~~**  
The fee for a *permit* to demolish a building \$ 50 \$100  
Demolition Debris Removal Security Deposit \$1,500.00
- M. REINSPECTION FEE**  
A re-inspection carried out as a result of faulty/incomplete work and a subsequent inspection is thereby made necessary. Each subsequent inspection shall be: \$ -50 \$100
- N. DOUBLE PERMIT FEE**  
Where work for which a *permit* is required by the bylaw has been commenced prior to issuance of a *permit*, the applicant shall pay to the District of Barriere double the fee prescribed in this Schedule. ~~provided that the additional fee shall not exceed \$2,000.00.~~
- O. PERMIT FEE REFUND**  
Where no *construction* has commenced within six (6) months of building *permit* issuance, should the *permit* holder apply in writing to cancel the *permit*, the *Building Official* may refund the *permit* fee less \$50.00 or 30% of the *permit* fee whichever is greater.
- P. FEE REDUCTION FOR PROFESSIONAL SUPERVISION**  
Where a professional engineer or architect is retained by the *owner* and an undertaking is provided to coordinate the design and field reviews of the project, the building *permit* fee will be reduced by five (5%) percent to a maximum reduction of \$500.00.
- Q. BUILDING INFORMATION REQUEST**  
The fee for researching building *permit* files \$50.00
- R. PROVISIONAL OCCUPANCY CERTIFICATE FEE**  
Where the Building Inspector approves a provisional occupancy certificate prior to final completion of permit where the Building Inspector deems the provision and/or its extension is reasonable.
- (1) Six (6) month Provisional Occupancy Certificate \$100.00
- (a) Three (3) month extension of expired 6 month Provisional Occupancy Certificate \$150.00
- (b) Additional (3) month extension of expired Provisional Occupancy Certificate \$200.00

**SCHEDULE 12 – LOUIS CREEK INDUSTRIAL PARK WATER SYSTEM Fee Schedule**

Note: A 5% late payment fee will be automatically levied on all fees not paid by the said due date.

**LCIP Water System Base Rates:**

(based on usage from 0- 25 cubic meters/month or 0-75 cubic meters/quarter)

Residential / Per dwelling unit	\$ <del>34.53</del> <b>\$37.12</b> /month or <del>\$103.89</del> <b>\$111.68</b> /quarter
Commercial & Industrial/Per Business	\$ <del>204.00</del> <b>\$219.00</b> /month or <del>\$ 612.00</del> <b>\$657.90</b> /quarter

**Additional Water Meter Rates:**

Tier 1 – Commercial & Industrial/Per Business/Residential Between 76 – 90 cubic meters per quarter	<del>\$2.00</del> <b>\$2.15</b> /per cubic meter
Tier 2 – Commercial & Industrial/Per Business/Residential Between 91 – 120 cubic meters per quarter	<del>\$3.00</del> <b>\$3.23</b> /per cubic meter
Tier 3 – Commercial and Industrial/Per Business Greater than 121 cubic meters per quarter	<del>\$5.00</del> <b>\$5.38</b> /per cubic meter
Unmetered Connection	\$1985.00/month
Non-Connected Property (vacant or under-construction)	<del>\$100.00/month</del> <b>50% of applicable water system base rate</b>

**SCHEDULE 13 – RIDGE GYM RENTAL Fee Schedule**

Children & Youth Programming	\$ 10.00/hour
Adult Programming	\$ 20.00/hour
District of Barriere Subsidized <del>Not-for-Profit</del> Programming	No Charge
<b>Refundable Cleaning Deposit* (*single, special event rentals)</b>	<b>\$100.00</b>

\*Rental classifications subject to District of Barriere Gym Rental Policy as amended from time to time.



**DISTRICT OF BARRIERE**

**BYLAW NO. 73**

**A Bylaw to Regulate Fees and Charges for the District of Barriere**

*(Entire compiled Bylaw showing draft Amendment Bylaw No. 275 changes)*

**COMPILED for convenience purposes only**

WHEREAS the District of Barriere has the authority to levy fees and impose charges for services under its jurisdiction;

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

**1.0 Citation**

This bylaw may be cited as the “**Fees and Charges Bylaw No.73**”.

**2.0 Severability**

If any provision or part of a provision of this bylaw is declared by any court or tribunal of competent jurisdiction to be illegal, inoperative or invalid, in whole or in part, or in particular circumstances, the balance of the bylaw, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**3.0 Conflict With Any Other Bylaw**

- i. In the event of any conflict between any provisions of this bylaw and any other bylaw heretofore passed, the provisions of this bylaw shall prevail.
- ii. Any fee or penalty provision(s) referred to in any other District bylaw that is not listed within this bylaw, shall prevail.

**4.0 Effective Date**

This bylaw shall come into force and effect immediately upon the final passing thereof.

**5.0 Bylaws Being Amended**

Reference to fees or charges in the following bylaws, and any amendments thereto, shall hereby be replaced by the fees or charges in Schedules 1 through 9 of this Bylaw:

<b>Bylaw No.</b>	<b>Bylaw Title</b>
0007, 2008	Miscellaneous Service Charge
0020, 2008	Noise Control
0022, 2008	Road Right-of-Way Usage
0023, 2008	Community Improvement and Unsightly Property
0030, 2008	Subdivision Application Charge
0041, 2009	Business License
0044, 2009	Solid Waste Collection Disposal Service Rate
0045, 2009	Street Lighting
0046, 2009	Water System Rates
0049, 2009	Development Approval Procedures
0050, 2009	Sewer User Rates
0072	Freedom of Information

**6.0 - Fees and Charges** The District of Barriere imposes fees for the provision of services and information as specified in Schedules 1 to 14 inclusive. Fees or charges imposed under this Bylaw for the provision of services or information supersede fees or charges imposed under other bylaws or for other same services or information.

6.1 - Due to the unprecedented Provincial State of Emergency event of the COVID-19 pandemic, any applicable late payment fees levied under Schedule 4 of this Bylaw, as amended, are waived for the period between April 1st, 2020 and December 31, 2020.

**Schedules**

- Schedule 1 – General Administration and Freedom of Information Requests
- Schedule 2 – Building Document Services
- Schedule 3 – Business License Fees
- Schedule 4 – Public Works and Services
- Schedule 5 – Road Right-of-Way Usage Fees & Permits
- Schedule 6 – Planning, Land and Development
- Schedule 7 – Municipal Property Rentals
- Schedule 8 – Fire Prevention, Safety Fees & Permits
- Schedule 9 – Building Inspection Department Fee Schedule
- Schedule 10 – Cemetery Fees & Charges
- Schedule 11 – Community Garden Fees
- Schedule 12 – Louis Creek Industrial Park Water System
- Schedule 13 – Ridge Gym Rental Fees
- Schedule 14 – Memorial Products

Read for a first time this      **7<sup>th</sup>**      day of **October, 2013**

Read for a second time this      **21<sup>st</sup>**      day of **October, 2013**

Read for a third time this      **21<sup>st</sup>**      day of **October, 2013**

Adopted this      **4<sup>th</sup>**      day of **November, 2013**

Original signed by, \_\_\_\_\_  
Mayor Bill Humphreys

Original signed by, \_\_\_\_\_  
Colleen Hannigan, CAO

**SCHEDULE 1 – General Administration and Freedom of Information Requests**

<b>General Document, Services &amp; Misc Sales</b>	
Black & White Photocopies	.25¢ per letter size page .50¢ per legal or ledger size page
Color Photocopies	\$1.00 per letter sized page \$2.00 per legal or ledger size page
Plotter Fees	\$2.50 B&W per sq.ft \$4.50 Color per sq ft
Returned Cheque	\$25.00
Faxes (incoming/outgoing)	\$1.00 per page
Tax Certificate statement	\$25.00 per folio
Business License Application Searches (one Business License Application Search at any one time is no charge)	\$25.00 for each additional license application viewed
<del>Composter</del>	<del>\$25.00</del>
Residential Recycling Tote	\$ Actual cost
Event Equipment Rental ( <i>i.e. Hot Dog Roller, Projector, BBQ</i> )	\$25.00/day + \$200 refundable deposit
Key Deposit	\$55.00
<b>Freedom of Information Requests</b>	
Locating and retrieving a record	\$7.50 per ¼ hour after the first 3 hours
Producing a record electronically or manually	\$7.50 per ¼ hour
Preparing a record for disclosure and handling a record	\$7.50 per ¼ hour
Shipping	Actual costs of shipping method chosen by applicant
Data copied to District provided USB Drive Non-District provided USB Drive	\$20 per drive + preparation fees \$7.50 per ¼ hour
Data copied to District provided CD or DVD Non-District provided CD or DVD	\$5 +preparation fees \$7.50 per ¼ hour
DVD or CD Duplication (excluding any reproductions prohibited by Copyright laws.	Cost of actual reproduction by third party.
Electric Vehicle (EV) Level 2 Charging Station	\$ 2.50/hr (\$0.042 per min)

**SCHEDULE 2 – Building Document Services**

Cancel Notice on Title	<del>\$200.00</del> <b>\$500.00</b>
Property Title Search	\$25.00
Building Inspection Report Request (BIR)	<i>Bylaw No. 238</i> \$50.00 per property

**SCHEDULE 3 – Business License Fees** (for full descriptions see Bylaw No.-41 267)

*\*Business License Fees are Pro Rated at 50% after July 31<sup>st</sup> for new businesses*

Type	Description	Fee
0101	Permanent/Temporary residential occupancy	\$ 5.25/room
0102	Mobile Home Park	\$ 4.20/space
0103	Campground	\$ 4.20/space
0104	Bed & Breakfast	\$105.00
0201	Agent	\$105.00
0301	Amusement Park/Carnival/Circus - Daily	\$ 78.75
0302	Amusement Park/Carnival/Circus - Annual	\$210.00
0401	Sales and rental only	\$157.50
0402	Sales, rental and service	\$210.00
0403	Sales, rental and service of snowmobiles, motorcycles, boats & rec. vehicles	\$262.50
0501	Auto wrecker	\$105.00
0601	Beauty Salon	\$131.25
0701	Business Services	\$105.00
0420	Cannabis Sales <span style="float: right;">Bylaw No. 214</span>	\$315.00
0801	Car Wash	\$131.25
0901	Chimney Cleaning Service	\$105.00
1001	Christmas Tree Sales	\$ 78.75
1101	Concession Sales	\$131.25
1201	Contractor (General)	\$210.00
1202	Subcontractor (Sub)/Tradesman	\$105.00
1301	Daycare	\$105.00
1401	Equipment Sales, Rentals and Service	\$210.00
1501	Entertainment Places	\$210.00
1601	Exhibition Retail - Daily	\$ 78.75
1602	Exhibition Retail - Annual	\$210.00/year
1651	Exhibition Retail (Temporary) - Daily	\$ 78.75/day
1652	Exhibition Retail (Temporary) - Annual	\$210.00/year
1701	Farmer's Market/Flea Market/Fruit Stand 3 months under 7 vendors 3 months over 7 vendors	\$ 26.25 \$ 52.50
1702	6 months under 7 vendors 6 months over 7 vendors	\$ 65.63 \$131.25
1703	12 months under 7 vendors 12 months over 7 vendors	\$105.00 \$210.00
1801	Fabricating	\$157.50
1901	Financial and Brokerage Company	\$210.00
2001	Licensed Food Service (serves liquor)	\$210.00
2002	Unlicensed Food Service (does not serve liquor)	\$131.25
2101	Food Vendors – non motorized Push or Pedal Mobile units	\$ 52.50/unit/year
2102	Food Vendors – Motorized	\$ 52.50/unit/month

	Pulled or Self powered mobile unit - Monthly	
2103	Pulled or Self powered mobile unit - Annual	\$210.00/unit
2201	Fuel Sales and Service	\$210.00
2301	Funeral Service/Crematorium	\$210.00
2401	Handicrafts and Arts	\$ 52.50
2501	Laundromat and Dry Cleaner	\$105.00
2601	Licensed Liquor Establishment/Liquor Sales	\$210.00
2701	Manufacturing	\$210.00
2801	Media Service	\$105.00
2901	Mobile Home Manufacturing/Sales	\$210.00
3001	Mobile Vendor	\$210.00/vehicle
3201	Nursing Home/Private Hospital	\$210.00
<b>3202</b>	<b>Independent Healthcare Aid</b>	<b>\$105.00</b>
3301	Parking Lot	\$ 5.25/space
3401	Pawnbroker	\$210.00
3501	Professional	\$105.00/person
3601	Real Estate Agent/Salesperson	\$ 84.00/1 <sup>st</sup> person
3602	Real Estate Agent/Salesperson	\$ 21.00 / 2+ persons
3603	Insurance Agent/Salesperson	\$ 84.00/1 <sup>st</sup> person
3604	Insurance Agent/Salesperson	\$ 21.00/ 2+persons
3701	Recreation/Health Spa Facility	\$ 78.75
3801	Repair Shop	\$131.25
3901	Retail Business up to 1000 sq. feet-small	\$131.25
3902	Retail Business from 1001 to 2001 sq. feet-med.	\$194.25
3903	Retail Business over 2001 sq. feet-large	\$236.25
4001	Schools/Home Based or Commercial Space	\$ 78.75
4101	Theatres and Market - daily	\$ 52.50
4102	Theatres and Market - monthly	\$ 78.75/month
4103	Theatres and Market - 3 month	\$105.00/3 months
4104	Theatres and Market - 6 month	\$157.50/6 months
4201	Transportation of Goods and/or People	\$157.50
4301	Unclassified	\$105.00
4302	Unclassified – Seasonal (less than 8 weeks)	\$ 42.00
4401	Vending Machines	\$52.50-1 <sup>st</sup> machine
4402	Vending Machines	\$ 21.00/ 2+machines
4501	Warehouse, Storage Warehouse, Bonded Storage	\$157.50
4601	Wholesale	\$157.50
	<b>Section 2.8 - TEMPORARY LICENSES</b>	
	7 consecutive days	\$52.50
	15 consecutive days	\$89.25
	<b>Section 2.9 Change of Location, Name or Ownership Administrative Fee</b>	\$ 36.75

**SCHEDULE 4 – Public Works and Services**

Note: A 5% late payment fee will be automatically levied on all fees not paid by the said due date.

**Solid Waste Disposal Services:**

Occupied dwelling unit - For weekly pickup of one (1) regulation garbage container	<del>\$18.71/mo</del> <b>\$19.65/mo</b>
Pensioners 65 years of age and older – For weekly pickup of one (1) regulation garbage container	<del>\$13.14/mo</del> <b>\$13.80/mo</b>
Additional residential garbage bags each	<del>\$1.50/ea</del> <b>\$2.00/ea</b>
Trade Premises - For twice weekly pick-up of five (5) regulation garbage containers and 1.50 for each additional container	<del>\$36.17</del> <b>\$37.98</b>
Hydraulic Container Rental	<del>\$88.20</del> <b>\$92.61</b>
Hydraulic Container Pick-up	<del>\$11.76</del> <b>\$12.35</b> per lift
Hydraulic Container Start-up Deposit	<del>\$200.00</del> <b>\$210.00</b> one-time fee

**Street Lighting:**

<del>Dwelling Unit</del>	<del>\$5.78/month</del>
<del>Trade Premises</del>	<del>\$7.04/month</del>

**Water System Base Rates:**

\*Single & Secondary Dwelling Residential - based on usage from 0- 25 cubic meters/month or 0-75 cubic meters/quarter

\*Residential Multi-Family 3+ units – based on usage from 0-200 cubic meters/month or 0-600 cubic meters/quarter

\*Commercial, Industrial & other enterprise – based on usage from 0-100 cubic meters/quarter

Single & Secondary Residential / Per dwelling unit	\$ <del>37.96/mo</del> <b>\$40.81/mo</b>
Residential Multi-Family – first 3-5 units each	\$ <del>37.96/mo</del> <b>\$40.81/mo</b>
Residential Multi-Family – each additional unit: 6 and up	\$ <del>48.99/mo</del> <b>\$20.41/mo</b>
Schools	\$ <del>46.93/mo</del> <b>\$50.45/mo</b>
Post Office	\$ <del>54.52/month</del> <b>\$58.61/mo</b>
Police Detachment building	\$ <del>134.11/month</del> <b>\$144.17mo</b>
Hotels and Motels	<del>\$37.25</del> <b>\$40.04</b> /per meter/month
Commercial & Industrial/Per Business	<del>\$46.92/month</del> <b>\$50.45/mo</b>
Vacant Lot (*serviceable by existing, adjacent waterline)	50% of applicable water system base rate
Unmetered Connection	<del>\$322.50/month</del> <b>\$346.69/mo</b>

**Additional Water Meter Rates:**

<b>Tier 1</b>	
Residential: Between 76 – 90 cubic meters per quarter	<del>\$0.54</del> <b>.58</b> /per cubic meter
Residential Multi-Family 3+ units Between 201 – 400 cubic meters per quarter	<del>\$0.54</del> <b>.58</b> /per cubic meter
Commercial & Industrial/Per Business Between 101 – 300 cubic meters per quarter	<del>\$0.54</del> <b>.58</b> /per cubic meter
Hotels & Motels Between 101 – 300m3 per quarter	<del>\$0.54</del> <b>.58</b> /per cubic meter

<b>Tier 2</b>	
Residential: Between 91 - 120 cubic meters per quarter	\$0. <del>84</del> . <b>87</b> /per cubic meter
Residential Multi-Family 3+ units Between 401 – 550 cubic meters per quarter	\$0. <del>84</del> . <b>87</b> /per cubic meter
Commercial & Industrial/Per Business: Between 301 – 450 cubic meters per quarter	\$0. <del>84</del> . <b>87</b> /per cubic meter
Hotels & Motels: Between 301 – 450 cubic meters per quarter	\$0. <del>84</del> . <b>87</b> /per cubic meter
<b>Tier 3</b>	
Residential: Greater than 121 cubic meters per quarter	\$ <del>1.03</del> <b>1.11</b> /per cubic meter
Residential Multi-Family 3+ units Greater than 551 cubic meters per quarter	\$ <del>1.03</del> <b>1.11</b> /per cubic meter
Commercial and Industrial/Per Business: Greater than 451 cubic meters per quarter	\$ <del>1.03</del> <b>1.11</b> /per cubic meter
Hotels & Motels: Greater than 451 cubic meters per quarter	\$ <del>1.03</del> <b>1.11</b> /per cubic meter

**Water Connection and Turn ON/OFF Connection Fees:**

Turn ON / Service Call – Scheduled (>48hrs) during regular hours	\$ <del>53.75</del> <b>\$57.78</b>
- Unscheduled (<48hrs) during regular hours	\$ <del>69.88</del> <b>\$75.12</b>
- after hours & statutory holidays	\$ <del>150.50</del> <b>\$161.79</b>
Turn OFF/ Service Call – Scheduled (>48hrs) during regular hours	\$ <del>53.75</del> <b>\$57.78</b>
- Unscheduled (<48hrs) during regular hours	\$ <del>69.88</del> <b>\$75.12</b>
- after hours & statutory holidays	\$ <del>150.50</del> <b>\$161.79</b>
Application to Connect	\$ <del>483.76</del> <b>\$520.04</b> + any applicable earthworks at actual cost
Water Meter & Associated Parts	Actual Cost + tax
Water Meter Install Confirmation Deposit <i>(*to be refunded once install is confirmed by Water Department)</i>	\$50.00
Final Meter Read with >24hour (on Regular Business Day) notice	\$ <del>26.88</del> <b>\$28.90</b>
Final Meter Read with <24 hour notice	\$ <del>53.75</del> <b>\$57.78</b>
Water Meter Service – Potential Warranty Repair <i>(*if work is determined to be covered under warranty, deposit fee is be reimbursed to property owner)</i>	50% of cost of Water Meter

**Temporary Water Use Permit Fees:**

Connection (non-refundable)	\$ <del>483.75</del> <b>\$520.04</b>
Refundable Deposit	\$1,000.00
Tier 1 – Cost of Water (0-25 m3)	\$ <del>3.233</del> <b>3.47</b> /per m3
Tier 2 – Cost of Water (26+ m3)	\$ <del>5.38</del> <b>5.65</b> /per m3
Turn On/Off Fee (normal business hours only)	\$ <del>53.75</del> <b>57.78</b> each

**Fire Hydrant Use Permit Fees:**

Connection (non-refundable)	\$ <del>483.75</del> <b>\$520.04</b>
Refundable Deposit	\$1,000.00
Tier 1 - Cost of Water (0-25 m3)	\$ <del>3.233</del> <b>3.47</b> /per m3
Tier 2 – Cost of Water (26+ m3)	\$ <del>5.38</del> <b>5.65</b> /per m3

**Sewer/Wastewater User Rates:**

<b>Single &amp; Secondary Residential</b>	
Each Dwelling Unit (Birch Lane Wastewater Plant - Bylaw No.50)	\$ <del>80.96</del> <b>\$85.01</b> /month
Each Dwelling Unit (Downtown Solar Aquatics Plant – Bylaw No. 50)	\$ <del>53.55</del> <b>\$56.23</b> /month
Each Dwelling Unit (Clary Subdivision Plant – Bylaw No. 50)	\$ <del>53.55</del> <b>\$56.23</b> /month
Residential Multi-Family 5+ Dwelling Units – Each Dwelling Unit (Downtown & Siska Systems)	\$ <del>31.50</del> <b>\$33.08</b> /month
Senior’s Care Facility – Base Rate	\$ <del>53.55</del> <b>\$56.23</b> /month
-- + Per Dwelling Unit	\$ <del>26.25</del> <b>\$26.25</b> /month
<b>Commercial &amp; Institutional</b>	
Commercial Business/Office	\$ <del>53.55</del> <b>\$56.23</b> /month
Grocery Store	\$ <del>63.00</del> <b>\$66.15</b> /month
Laundromat – per washer	\$ <del>21.00</del> <b>\$22.05</b> /month
Service Centre	\$ <del>78.75</del> <b>\$82.69</b> /month
Restaurant	\$ <del>105.00</del> <b>\$110.25</b> /month
Hotel/Motel – Base Rate	\$ <del>61.25</del> <b>\$64.31</b> /month
-- Per Room	\$ <del>8.40</del> <b>\$8.82</b> /month
Schools	\$ <del>157.50</del> <b>\$165.38</b> /month
Place of Worship (Downtown & Siska Systems)	\$ <del>53.55</del> <b>\$56.23</b> /month
Medical Centre	\$ <del>63.00</del> <b>\$66.15</b> /month
Unconnected building fee where wastewater connection is available without eligible exemption	Applicable Connection Monthly Base Rate

**Sewer Connection Fees: \*all systems**

Application to Connect	\$ <del>300.00</del> <b>\$315.00</b>
Applicable Earthworks	Actual Cost
Wastewater Disposal Fee (not septage)	\$ <del>34.65</del> <b>\$36.38</b> /per cubic meter

**SCHEDULE 5 – Road Right-of-Way Usage Fees & Permits**

Highway Excavation Permit Processing Fee	\$25.00
Commercial Uses within the road right-of-way Permit Fees ( <i>one time calendar year annual fee</i> )	\$20.00 – sandwich board \$40.00 – tables & chairs, or display tables \$50.00 – for both above
Approval and inspection of Private Utility Company Installations	\$125.00
Temporary Road Closure Permits	\$25.00
<b>Temporary Residential Usage Security Deposit</b>	<b>\$300.00*</b> <i>*Refundable once temporary use removed</i>

**Temporary Lane Closure Permits:**

Road Classification	Unit of Measurement	Duration	Charge
Arterial Road	travel or parking lane	Per day	\$15.00
Collector Road	travel lane	Per day	\$10.00
Collector Road	parking lane	Per day	\$5.00
Local Road	travel or parking lane	Per day	\$5.00
Easement	full width	Per day	\$5.00
Lane	full width	Per day	\$5.00

**SCHEDULE 6 – Planning Land & Development**

**Subdivision Application Fees:**

Preliminary Layout Application	<del>\$350.00</del> \$500.00	Per Conventional Subdivision Lot or Proposed Strata Lot	Application
Final Conventional Plan Exam	\$50.00 \$100.00	Per examination Per lot on the final plan	Final Subdivision Plan Submission
Final Strata Plan Examination	\$100.00	Per examination	
Other Strata Fees	\$100.00	To examine Form E for any phased development	Application
	\$100.00	To issue a Certificate of Approval for each phase of a building strata development.	Certificate Issuance
PLA Extension or Modification	\$275.00		

**Development Approval Charges & Fees:**

Official Community Plan Amendment Application Fee	<del>\$1200</del> \$1500
Zoning Amendment Application Fee	<del>\$1200</del> -\$1500 -supplementary charge of \$5.00 for each parcel or dwelling unit in excess of 3 parcels or dwelling units as prescribed in the parcel size and/or density provisions of the respective zone
<del>Land Use Contract Amendment Application Fee that requires a public hearing</del>	<del>\$1200</del>
Official Community Plan Amendment in conjunction with an application for amendment to the Zoning Bylaw and/or a Land Use Contract	\$1500 \$1800
Development Variance Permit Application Fee	\$ 500
Board of Variance Application Fee	\$ 250
Development Permit Application	\$ 500
Temporary Commercial or Industrial Use Permit Application Fee	<del>\$1200</del> \$1500

**SCHEDULE 7 – Municipal Property Rentals** (for exclusive/reserved use)

<b>Facility Description:</b>	<b>Fee:</b>
Security Deposit	\$200.00
Beer Garden	\$100/day (non refundable) <i>*additional charges may be imposed by RCMP</i>
Ball Fields	\$25.00/per field, per day
User Fees: Adult League - Minor League -	\$200/team per season \$5/player per season
Concession	\$100.00/day
BID Office	\$420.00/month or as negotiated in lease
“Old Chamber” Building	\$70.00/day (Hydro included) \$1000.00/month (+ Hydro)
Barriere Business Centre (BBC) Units – Long Term (12 months +)  Units – Short Term* <i>*CAO may authorize reduced rate for non-profit, community benefit use.</i>	As negotiated through lease agreement  Daily: \$ 75/Units 4A & 4B - \$100/Unit 4C Weekly: \$200/Units 4A & 4B - \$250/Unit 4C Monthly: \$400/Units 4A & 4B - \$500/Unit 4C
Community Hall	As negotiated through lease agreement
<b>Heavy Equipment Description:</b> <i>*includes Operator</i>	<b>Hourly Fee:</b>
Backhoe*	\$ BC Blue Book Value + 10% Administration fee
Single-Axel Dump Truck*	\$ BC Blue Book Value + 10% Administration fee
Tool-Cat* <i>with or without attachments</i>	\$ BC Blue Book Value + 10% Administration fee
Water Tender*	\$ BC Blue Book Value + 10% Administration fee
Other available equipment <i>without operator</i>	\$ BC Blue Book Value + 10% Administration fee + \$500.00 Refundable Security Deposit

**SCHEDULE 8 – Fire Prevention & Safety Fees and Permits**

Fireworks Permit	\$25
Court Fees – Attendance of an officer or member of the Fire Department that required to attend any civil or criminal proceedings or examination for discovery	\$200/day
False Alarm Response (in a 12 consecutive month period)	3 <sup>rd</sup> False Alarm: \$300 Each subsequent false alarm: \$300
Fire Department Response Cost Recovery –Indemnification Technology®	Current Office of the Fire Commissioner of BC Vehicle Rates/Hour and Personnel/Hour rates plus any additional cost to the Fire Department for each and every call
Fire Smart Inspection	\$25.00
Additional Fire Inspection per year (Commercial/Industrial) <i>First inspection included in Business Licence Fee. Additional inspection fees include voluntary additional inspections, re-inspection due to failed first annual inspection, and/or additional inspections resulting from discovered infraction(s).</i>	\$50.00
Fire Sprinklers (2-pack)	\$175.00 plus taxes

**SCHEDULE 9 – Building Inspection Department Fee Schedule**

**A.** For the purpose of calculating the fee for *permits* under the Building Regulation Bylaw, the value of *construction* shall be the total contract price for the work including all subcontracts or the value of *construction* as determined by the *Building Official* on the basis of plans, specifications and information available to him, whatever value shall be greater.

**B. BUILDING PERMIT APPLICATION FEES**

A non-refundable *permit* application fee shall be charged for all *permits*. The building *permit* fee shall include this non-refundable application fee.

**C. BUILDING PERMIT**

**FEE**

(1) **Construction Value**

- |     |   |                         |
|-----|---|-------------------------|
| (a) | \$1.00 to \$1,000.00;   | \$55.00                 |
| (b) | \$55.00 - plus for each \$1,000.00 or part thereof by which the value exceeds the sum of \$1,000.00 up to a maximum value of \$400,000.00 as additional fees; and | \$ <del>8.50</del> \$10 |
| (c) | <del>\$644.00</del> plus for each additional \$1,000.00 or part thereof by which the value exceeds the sum of \$400,001.00 as additional fees.                    | \$ 6.50                 |

**D. PLUMBING PERMIT**

**FEE**

- |     |   |                         |
|-----|---|-------------------------|
| (a) | Minimum fee for any plumbing <i>permit</i> or first fixture                                   | \$60. <del>\$75</del>   |
| (b) | <i>Permit</i> fee for each fixture after the first fixture                                    | \$ <del>8.50</del> \$10 |
| (c) | <i>Permit</i> fee for an interceptor or catch basin   | \$16.00                 |
| (d) | <i>Permit</i> fee for the installation of a backflow prevention device in any plumbing system | \$16.00                 |
| (e) | <i>Permit</i> fee for any fire sprinkler system   |                         |
| i.  | First 25 sprinkler heads  | \$55.00                 |
| ii. | Each additional sprinkler head after the first 25   | \$ 1.00                 |

**E. PERMIT FEE SURCHARGE**

- (1) In addition to other fees payable in accordance with this Appendix at the time of *permit* issuance, a surcharge will apply to all building *permits* as follows:
- |     |  |
|-----|--|
| (a) | \$100.00 where the <i>construction</i> value is less than \$10,000;  |
| (b) | <del>\$300.00</del> \$ 500.00 where the <i>construction</i> value is from \$10,000 to \$50,000 or;                         |
| (c) | <del>\$1000.00</del> \$1,500.00 where the <i>construction</i> value is in excess of \$50,000.                              |
| (d) | \$2,500.00 Multi-Family (4+units), Commercial and Industrial <i>construction</i> where the value is in excess of \$50,000. |
- (2) When all work associated with a building *permit* is completed within twenty four (24) months of the date of issue, the *Building Official* shall rebate the surcharge fee paid at the time of permit.

**FEE**

**F. SPECIAL INSPECTION**

Voluntary inspection to establish conformance or status of a building \$ 80.00

**G. MOBILE/~~MANUFACTURED~~ HOMES OR BUILDING RELOCATION**

- |     |   |                         |
|-----|---|-------------------------|
| (1) | <i>Permit</i> fee for mobile/ <del>manufactured</del> homes | \$ <del>325</del> \$500 |
|-----|---|-------------------------|

- (2) ~~Permit fee for mobile/manufactured homes or relocated buildings placed on permanent foundations extending below ground level will be \$325.00 plus an additional fee based on the value of the foundation as determined by the **Building Official**.~~ Permit fee for mobile homes, combination or relocated buildings on permanent foundations will be \$500 plus an additional fee based on the value of the foundation and site-constructed components, as determined by the Building Official but shall total no less than \$150 per required inspection
- H. RENEWAL PERMIT FEE**  
The fee for a renewal *permit* shall be \$150.00 for each renewal period of twelve (12) months  
\$150.00
- I. TEMPORARY BUILDING**  
For a *permit* to construct, place or occupy a temporary building for one (1) year or part thereof  
\$ 50 \$200
- J. CHIMNEY / SOLID FUEL APPLIANCE**  
Fee for the installation of a chimney, fireplace or solid fuel-burning appliance\* \$200.00  
(\* without proof of valid WETT Inspection Certificate; no fee with proof of WETT Inspection Cert.)
- K. REMOVAL OF NOTICE ON LAND TITLE**  
Fee for the removal of a land title notice. \$200 \$500
- L. DEMOLITION ~~OR RELOCATION~~**  
The fee for a *permit* to demolish a building \$ 50 \$100  
Demolition Debris Removal Security Deposit \$1,500.00
- M. REINSPECTION FEE**  
A re-inspection carried out as a result of faulty/incomplete work and a subsequent inspection is thereby made necessary. Each subsequent inspection shall be: \$ -50 \$100
- N. DOUBLE PERMIT FEE**  
Where work for which a *permit* is required by the bylaw has been commenced prior to issuance of a *permit*, the applicant shall pay to the District of Barriere double the fee prescribed in this Schedule. ~~provided that the additional fee shall not exceed \$2,000.00.~~
- O. PERMIT FEE REFUND**  
Where no *construction* has commenced within six (6) months of building *permit* issuance, should the *permit* holder apply in writing to cancel the *permit*, the *Building Official* may refund the *permit* fee less \$50.00 or 30% of the *permit* fee whichever is greater.
- P. FEE REDUCTION FOR PROFESSIONAL SUPERVISION**  
Where a professional engineer or architect is retained by the *owner* and an undertaking is provided to coordinate the design and field reviews of the project, the building *permit* fee will be reduced by five (5%) percent to a maximum reduction of \$500.00.
- Q. BUILDING INFORMATION REQUEST**  
The fee for researching building *permit* files \$50.00
- R. PROVISIONAL OCCUPANCY CERTIFICATE FEE**  
Where the Building Inspector approves a provisional occupancy certificate prior to final completion of permit where the Building Inspector deems the provision and/or its extension is reasonable.
- (1) Six (6) month Provisional Occupancy Certificate \$100.00
- (a) Three (3) month extension of expired 6 month Provisional Occupancy Certificate \$150.00
- (b) Additional (3) month extension of expired Provisional Occupancy Certificate \$200.00

**SCHEDULE 10 - Barriere Memorial Cemetery Fees & Charges**

**1. GRAVE SPACE**

	Size	Perpetual Care**	Fee	
a) Adult Resident	5'x10'	\$ 91.88	\$275.63	
b) Adult Non-Resident		\$118.13	\$354.38	
c) Infant/Child		\$ 26.25	\$ 78.75	
d) Purchase of 4 grouped full-size grave spaces Discount				-15%
e) Cremated Remains-Resident	2.5'x5'	\$ 39.38	\$118.13	
f) Cremated Remains-Non Resident		\$ 52.50	\$157.50	
g) Purchase of 4 grouped Cremation Spaces Discount				-15%
				+ applicable taxes

**2. SERVICES**

	Fee
a) Opening & Closing for Human Remains Burial*	\$892.50
b) Opening and Closing for Cremated Remains Burial *	\$157.50
c) Opening and Closing for Exhumation/Disinterment – by private agreement	
d) Transfer of grave space deed <i>*includes in-ground vase</i>	\$ 52.50
	+ applicable taxes

**ADDITIONAL FEES WINTER MONTHS**

	Fee
a) Human Remains Burial in winter months Oct. 15 <sup>th</sup> -Apr 15 <sup>th</sup>	\$262.50
b) Cremated Remains Burial in winter Oct. 15 <sup>th</sup> -Apr. 15 <sup>th</sup>	\$262.50
	+ applicable taxes

**ADDITIONAL FEES AFTER HOURS SERVICE**

	Fee
a) Human Remains Burial after 4 pm, on weekends & on Statutory Holidays	\$262.50
b) Cremated Remains Burial after 4pm on weekends & on Statutory Holidays	\$210.00

**3. GOODS (Fees subject to change without notice)**

	Fee
a) Grave Liner for Human Remains Burial	\$472.50
b) Grave Vault for Cremated Remains Burial	\$103.95

**4. MEMORIAL FEES**

Installation of Memorial Marker made of stone, concrete or metal affixed to a suitable base no less than 3" thick	Perpetual Care**	Fee*
Marker: Finished size(infant) up to18"x24"	\$ 26.25	\$ 78.75
Marker: Finished size (cremated remains) up to 20"x28"	\$ 26.25	\$ 78.75
Marker: Finished size up to 24"x32"	\$ 52.50	\$157.50
Re-installing stone after additional engraving added	\$ 45.94	\$137.81
Oversize Memorial markers will be subject to CAO/Council approval plus additional fees.		

\*\*GST EXEMPT

**SCHEDULE 11 – Community Garden Fees & Charges**

1. Plot Rental (each)	\$25.00
2. Refundable Deposit	\$25.00

**SCHEDULE 12 – LOUIS CREEK INDUSTRIAL PARK WATER SYSTEM Fee Schedule**

Note: A 5% late payment fee will be automatically levied on all fees not paid by the said due date.

**LCIP Water System Base Rates:**

(based on usage from 0- 25 cubic meters/month or 0-75 cubic meters/quarter)

Residential / Per dwelling unit	\$ <del>34.53</del> <b>\$37.12</b> /month or \$ <del>103.89</del> <b>\$111.68</b> /quarter
Commercial & Industrial/Per Business	\$ <del>204.00</del> <b>\$219.00</b> /month or \$ <del>612.00</del> <b>\$657.90</b> /quarter

**Additional Water Meter Rates:**

Tier 1 – Commercial & Industrial/Per Business/Residential Between 76 – 90 cubic meters per quarter	<del>\$2.00</del> <b>\$2.15</b> /per cubic meter
Tier 2 – Commercial & Industrial/Per Business/Residential Between 91 – 120 cubic meters per quarter	<del>\$3.00</del> <b>\$3.23</b> /per cubic meter
Tier 3 – Commercial and Industrial/Per Business Greater than 121 cubic meters per quarter	<del>\$5.00</del> <b>\$5.38</b> /per cubic meter
Unmetered Connection	\$1985.00/month
Non-Connected Property (vacant or under-construction)	<del>\$100.00/month</del> <b>50% of applicable water system base rate</b>

**SCHEDULE 13 – RIDGE GYM RENTAL Fee Schedule**

Children & Youth Programming	\$ 10.00/hour
Adult Programming	\$ 20.00/hour
District of Barriere Subsidized <del>Not-for-Profit</del> Programming	No Charge
<b>Refundable Cleaning Deposit* (*single, special event rentals)</b>	<b>\$100.00</b>

\*Rental classifications subject to District of Barriere Gym Rental Policy as amended from time to time.

**SCHEDULE 14 – Memorial Products**

1. Approved Memorial Item *all memorial items & placement location subject to approval from District Public Works Manager or CAO	Actual product/material cost + 10% administration fee; and + Installation (labour & equipment) at cost*
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District of Barriere

# REPORT TO COUNCIL

## Request for Decision

<b>Date:</b> February 23, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Deputy Corporate Officer
<b>Re: Updating Policy No. 44 – Public Engagement to a Communications Policy, including revisions to establish a District Social Media Presence</b>	
<b>Recommendation: THAT Council direct Staff to amend and rename Policy No. 44 – Public Engagement to a Communications Policy, to update and clarify how the District communicates and shares information with residents, including the use of social media as a District communication tool, aligned with the inform level of the IAP2 Spectrum of Public Participation and to make other general revisions as needed.</b>	

### Purpose

To seek Council direction for Staff to amend and rename the existing Public Engagement Policy (Policy No. 44) to a Communications Policy. The proposed amendments will modernize and clarify how the District communicates with residents, including the use of social media platforms, while maintaining the strong governance framework already established.

### Background

As part of the Strategic Plan, Council identified the need to enhance engagement with the community and improve how information is shared, including exploring the use of Social Media platforms such as Facebook. The District currently operates under Policy No. 44 – Public Engagement, which provides clear direction on communication principles, roles and responsibilities, and a wide range of communication tools. While the policy is strong and remains relevant, it does not explicitly address corporate social media use for District information-sharing. Staff are recommending that the policy be amended and renamed to better reflect its purpose and current operations.

### Summary

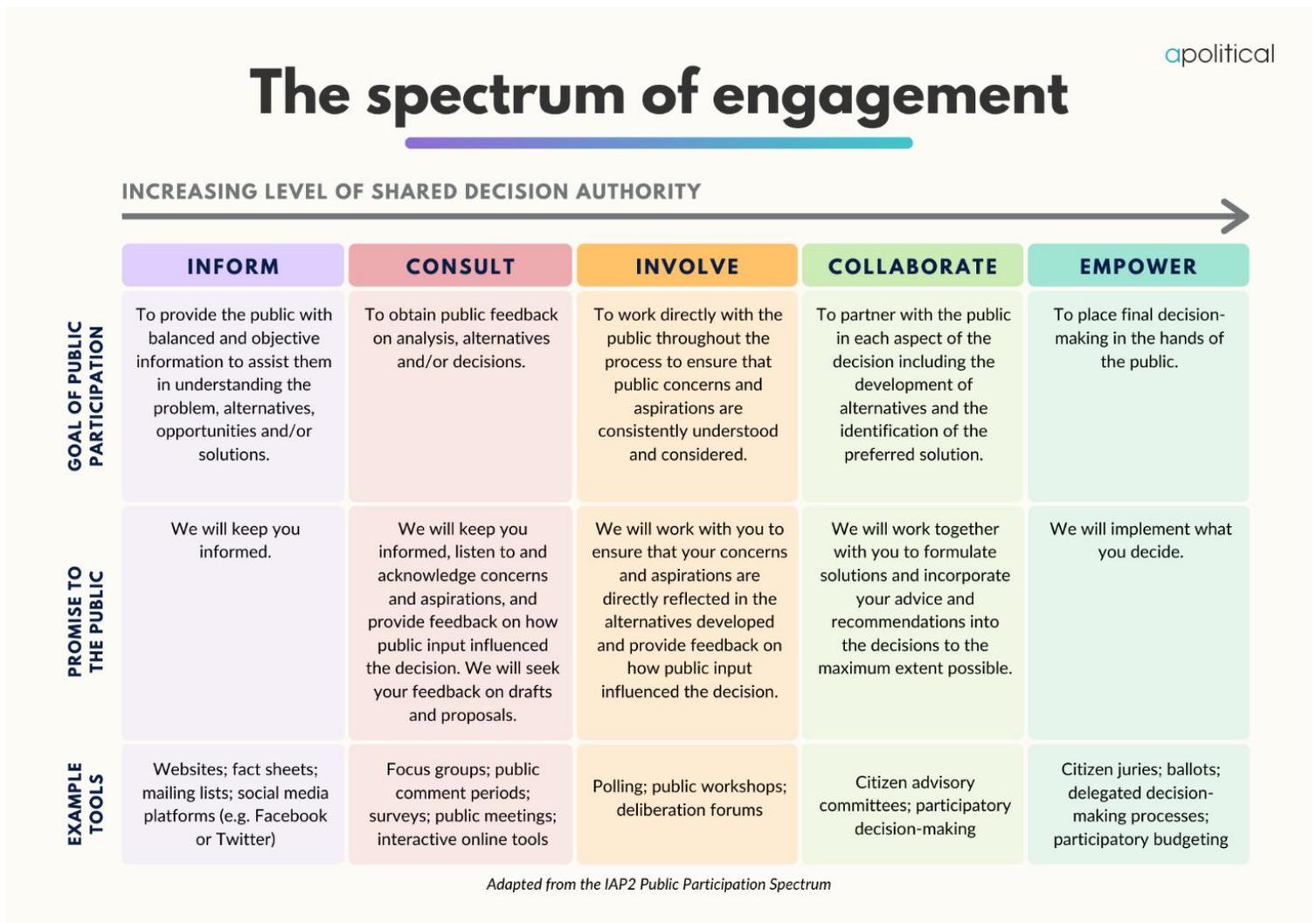
The District is already communicating with residents through a variety of established tools and methods including:

- Social Media (Inform)
  - Use of the Barriere Recreation Facebook Page to share recreation programs, events and minor community information.
  - Currently 600 followers.

- E-News and Website (Inform)
  - Distribution of District Highlights.
  - Sharing service notices, updates and public information.
  - Currently 340 Registrants.
- Open Houses
  - In-Person information sharing.
  - Attendance typically ranges from approximately 50-100 residents.

These practices align with the “inform” level of the International Association for Public Participation (IAP2) spectrum and reflect how the District currently shares information.

Below is a snapshot of the IAP2 spectrum for public participation.



Building on this inform-level approach, and consistent with Council direction through the Strategic Planning process, Staff is proposing refinements to how information is shared through existing digital platforms, particularly the Barriere Recreation Facebook Page. These updates would include rebranding the page to Barriere Recreation and Information, which would be used to share District updates, public notices and recreation information.

Over time, this platform may be used to share high-level informational updates, such as “Did You Know?” features, service reminders, and notices to improve public awareness on topics such as Animal Control, as identified through Strategic Planning. These updates will complement existing communication tools, including E-News, the District website and Open Houses.

Clear visual branding would be developed to differentiate between recreation-related content and District or Council-related information.

Currently, Staff capacity supports participation at the Inform level only. Moving beyond this level into Consult, Involve, Collaborate, or Empower would require additional staffing resources. Staff can only commit to providing balanced, objective information and helping residents understand issues, alternatives and opportunities.

With respect to engagement on Facebook, comments would remain enabled for recreation-related posts and disabled for District or Council-related content. If required, comment functionality could be adjusted or disabled entirely to ensure the platform remains focused on information-sharing.

#### Proposed Policy Amendments:

- Rename to Communications and Engagement Policy – No. 44.
- Clarify expectations around information-sharing versus engagement.
- Modernize language to reflect social media presence.
- Minor office cleanup of current policy items

### **Benefits or Impact**

#### General

Provides clear and consistent direction for District communications and aligns policy language with current communications practices.

#### Finances

N/A

#### Strategic Impact

Priority #4: General Governance and Community Engagement

Goal 3. – Enhanced Engagement with the Community and our Partners

- a. Develop a plan that would enhance and broaden District communications to enable sharing of critical information on budgets, asset management, and other critical information.
  - a. a report highlighting options to enhance and broaden District communications is presented to Council. The report should include potential risks and expected levels of service.

#### The Results We Want to See:

- a. Communications regarding District projects are enhanced on the platforms that our citizens are wanting to be engaged on.
  - a. Present a report to Council for consideration in Q1 of 2026 to potentially:
    - i. Establish a Social Media presence, for example on Facebook.
    - ii. Provide regular “Did You Know?” updates through eNews and Social Media.
      1. To include Animal Control messaging
    - iii. Other engagement opportunities such as pamphlets and open houses

## Risk Assessment

### Compliance:

Communications will remain aligned with Council-approved decisions and policies.

### Risk Impact:

Potential public feedback related to social media use is mitigated through an inform-only approach and controlled comment settings. Some members of community may be dissatisfied with limitations on commenting for District or Council-related social media posts. This risk is mitigated by clearly communicating the purpose of the platform as an information-sharing tool only and reaching out to the District directly for any questions or comments.

### Internal Control Process:

Existing approval processes and roles outlined in the policy will continue to apply.

## Next Steps / Communication

- Prepare amendments and rename Policy No. 44 and bring to Council for consideration in March 2026.

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## **Attachments**

- Policy No. 44 – Public Engagement
- IAP2 Spectrum of Public Participation

## **Recommendation**

**THAT Council direct Staff to amend and rename Policy No. 44 – Public Engagement to a Communications Policy, to update and clarify how the District communicates and shares information with residents, including the use of social media as a District communication tool, aligned with the inform level of the IAP2 Spectrum of Public Participation and to make other general revisions as needed.**

## **Alternative Options**

1. Council could choose not to amend or rename the existing policy.
2. Council could choose to direct Staff to explore alternative policy approaches.

### Prepared by:

J.Mosdell, Deputy Corporate Officer



# DISTRICT OF BARRIERE ADMINISTRATIVE POLICY

Page 1 of 4

Approval Date: February 21, 2023

**NO:** 44  
**DEPARTMENT:** ADMINISTRATION AND COUNCIL  
**SUBJECT:** PUBLIC ENGAGEMENT

## **POLICY OBJECTIVE:**

The District of Barriere seeks to engage citizens and provide information through a variety of communication strategies and tools. Communication from the Municipality shall be accessible, well managed, cost effective and responsive to the information needs of the public.

## **SCOPE:**

This policy applies to municipal staff, contractors, and elected or appointed officials, including committee chairs and members. In the event that the municipal Emergency Operations Centre is activated, the Emergency Communications Plan supersedes this policy.

## **PRINCIPLES:**

1. Provide the public with timely, clear, factual, consistent and complete information about municipal policies, bylaws, programs, services and initiatives.
2. Employ a variety of strategies to effectively communicate to and with the public.
3. Identify and address communication needs and issues as part of the development, implementation and evaluation of municipal policies, bylaws, programs, services and initiatives.
4. Manage municipal funds responsibly to obtain good value for all communication activities.
5. Meet all statutory requirements for notification and consultation.
6. Respect citizens' privacy and rights by ensuring compliance with the *Freedom of Information and Protection of Privacy Act* and other relevant legislation such as the *BC Human Rights Code*.

## **ROLES AND RESPONSIBILITIES:**

Municipal staff, contractors, and elected or appointed officials share responsibility for communication with the public. All are required to treat sensitive or confidential information with discretion.

1. The designated spokesperson for communicating decisions of Council is the Mayor.

2. The Chief Administrative Officer is responsible for ensuring the Policy Objective is met.
3. The Chief Administrative Officer is responsible for coordinating and implementing strategic communication plans, using a variety of communication strategies and tools.
4. Municipal staff and contractors may communicate with the public about policies, bylaws, programs, services and initiatives for which they are responsible. Staff and contractors are expected to provide current, accurate and impartial information.
5. Bylaw Enforcement files and land use inquiries shall only be communicated by staff authorized by the Chief Administrative Officer.

### **COMMUNICATION TOOLS:**

As part of communication plans, some or all of the following tools may be used. Additional tools may be included at a later date. Written and online communication from the District of Barriere typically includes the municipal logo.

**Municipal Website** – updated regularly. Serves as the primary online tool for communication with the public. Includes email links and e-news subscription sign up. Ensure that printed material for public distribution is published on the website.

**Council and Committee Meeting Agendas and Minutes** – published on the municipal website with a hard copy available for public inspection, with the exception of meetings that must be closed to the public under section 90 of the *Community Charter*.

**Video Streaming of Municipal Council and Committee Meetings** – livestreamed via link posted on municipal website for those wishing to attend meetings but are unable to attend in person or who prefer to attend virtually, with the exception of meetings that must be closed to the public under section 90 of the *Community Charter*.

**Other Meeting Formats** – as required. Includes Committees of the Whole, public hearings, town halls, open houses, information sessions and facilitated special-purpose meetings.

**Statement of Financial Information (SOFI)** – Submitted to Council annually prior to legislated required publication and posted on the municipal website.

**Annual Reports** – prepared by June 30 of each year as required under section 98 of the Community Charter. It must be available for public inspection prior to the actual public presentation. It reports on the prior year's activities, includes the audited annual financial statements and plans for the upcoming year.

**Staff Reports** – prepared as needed. Identify and address communication needs and issues in the development, implementation and evaluation of policies, bylaws, programs, services and initiatives. Prepared in a standard template provided by the Corporate Officer or designate.

**Municipal Updates** – brief summaries of Council initiatives prepared by the CAO or staff designate from time to time and published in the local newspaper. Brief summaries of Council initiatives relayed by the Mayor or Acting Mayor via local radio interview or recording from time to time.

**Press Releases** – Municipal announcements of significant program implementation, grant funding awards, infrastructure changes and other topics of impact may be distributed as a press release to local media and/or via E-News as deemed appropriate by the CAO or on the direction of Council. Emergency Notices forwarded to Local Area News for publishing on their respective Social Media pages.

**Counter Service at Municipal Hall** – ongoing.

**Telephone and Voicemail** – as required. Ensure voicemail messages are kept up-to-date and minimize the number of times a caller is transferred. Calls should be returned the same day whenever possible.

**Ongoing Electronic Communication** – prepared as needed. Include on the website a signup option: “Subscribe for E-News”, to join an electronic mail list for municipal news and notices. May also be distributed to local media, other local governments in the valley including the TNRD.

**Barriere Star Journal (Paid Advertising)** – Legislative Notices as well as communicating planned infrastructure works, interruption of services, health notices, municipal events, and other notices as determined appropriate by the CAO.

**Local Radio** – Emergency Notices, Public Health Advisories, community events, information sessions, election information and other notices that the CAO deems appropriate.

**Utility/Tax Billing Inserts** – as required and organized by the CAO. Annual garbage/recycling collection schedule cards included in tax billing and made available at the front desk and on the municipal website.

**Downtown Notice Board** - website address to remain posted whenever possible. Other information posted as needed such as (but not inclusive of), service interruptions, planned infrastructure works, health notices, municipal events, and holiday well-wishes.

**Door to Door Hand Delivery** – As directed by the Public Works Manager for all properties subject to a boil water advisory notice and for other urgent notices when deemed necessary by the CAO.

**100m radius Notices regarding Development/Land Use:** As per Council Procedure Bylaw, owners & tenants within 100m of a property subject to a Development Permit, Rezoning, OCP Amendment, or Variance will either be delivered via regular mail or a combination of regular mail and hand delivery as determined by the Corporate Officer.

**Posters:** Emergency Notices, Public Health Advisories, community events, information sessions, open-houses, election information and other notices that the CAO deems appropriate shall be posted in high traffic areas & businesses (as permitted by the business).

**Fire Department Social Media Page** – Emergency Notices posted on the Barriere Fire Department Facebook page as directed by the CAO. Fire safety related content posted via the Fire Chief or member appointed by the Fire Chief or his/her Deputy.

**Barriere Blooms Social Media Page** – Content directly related to the Barriere Blooms program only.

## APPROVAL PROCEDURES

Routine communication relies on the good judgment and professionalism of Council and staff, contractors and committee chairs. Defined legislative procedures are in place for approval of such material as agendas, minutes and reports.

Communication such as paid advertisements, news and notices, and social media posts may also require formal approval. The typical procedure is outlined below:

Task	Responsible
1. Identify a communication need.	Staff, Council or other elected or appointed officials, contractors, committee chairs and members.
2. Describe the purpose of any proposed communication and the level of public participation required.	The initiator of the communication, in consultation with the CAO
3. Determine level of approval required.	CAO
4. Develop a Communications Plan, including cost estimates.	The initiator of the communication, in consultation with the CAO
5. Develop written material, graphics and images.	The initiator of the communication, in consultation with the CAO
6. Review draft materials and edit for consistency with DoB messaging and branding.	CAO or staff member designated by the CAO
7. Send approved material to staff.	CAO or staff designate.
8. Distribute approved material to the public by means determined in the Communication Plan (as per step 4)	CAO or staff designate.

**District of Barriere**  
**REPORT TO COUNCIL**  
**Request for Decision**

<b>Date:</b> <del>February 2, 2026</del> February 23, 2026	<b>File:</b>
<b>To:</b> Council	<b>From:</b> A. Hovenkamp, Fire Chief
<b>Re: Disposal of Engine 1 – 1996 Freightliner Fire Apparatus (Re-Discussion)</b>	
<b>Recommendation: THAT Council authorize the sale of Engine 1 (1996 Freightliner) to Barriere Auto and Truck Tow for the offered price of \$3,000, and direct staff to complete all necessary documentation to remove the unit from the fire department fleet and municipal asset registry.</b>	

**Purpose**

The purpose of this report is to seek Council approval to dispose of Engine 1, a 1996 Freightliner fire apparatus that is no longer serviceable as a fire truck and has become cost-prohibitive to repair.

**Background**

Engine 1 is a 1996 Freightliner that has reached the end of its operational life. The apparatus experienced a mechanical failure a couple of weeks ago and is currently not operable. Due to its age, condition, and configuration, it is no longer suitable or economical for continued use as a fire apparatus.

When the vehicle was still operational, previous auction attempts resulted in bids of approximately \$15,000 (*asking price, when vehicle was operational, was \$20,000*). Since the recent breakdown, the unit's condition has deteriorated to the point where it no longer holds comparable market value, particularly as a fire service vehicle.

**Current Condition and Operational Impact**

- Engine 1 is not roadworthy in its current state.
- Engine 1 offers no value or impacts to the FUS rating.
- Repair costs are expected to be significant, with no guarantee of long-term reliability.
- Replacement parts for a 1996 Freightliner are increasingly difficult and costly to source.
- Continued storage of the apparatus provides no operational benefit and incurs ongoing liability and space constraints.

Given these factors, retaining the unit is not considered a prudent use of municipal resources.

## **Financial Considerations**

Barriere Auto and Truck Tow has offered \$3,000 for the vehicle in its current, non-operational condition.

While this amount is lower than previous auction values, those values were achieved when the apparatus was still usable.

In addition to the purchase offer, the towing company provides substantial in-kind support to the Fire Department, including:

- Hosting two weekend auto extrication training sessions per year at no cost
- Providing vehicles free of charge for training purposes
- Assisting with emergency and operational tows when required

The ongoing value of these in-kind services significantly offsets costs that would otherwise be borne by the municipality.

## **Options Considered**

### **Option 1: Retain and Repair Engine 1 – *Not recommended.***

- High and uncertain repair costs
- No guarantee of reliability or longevity
- Does not represent good asset management

### **Option 2: Attempt Another Public Auction – *Not preferred.***

- Limited interest expected due to non-operational status
- Potentially lower or comparable bids
- Additional administrative time and delay
- The vehicle would need to be towed off site.

### **Option 3: Sell to Local Towing Company - *Recommended***

- Immediate removal of a non-serviceable asset
- Guaranteed revenue of \$3,000
- Strengthens an existing, mutually beneficial partnership
- Recognizes the value of ongoing in-kind support to the Fire Department

## **Conclusion**

Engine 1 (1996 Freightliner) is no longer fit for service and is financially impractical to repair for the District of Barriere. The proposed sale reflects current market realities and supports a valued local partner who provides consistent and meaningful in-kind services to the Fire Department. Approval of this sale aligns with responsible asset management and operational efficiency.

## **Recommendation**

**THAT Council authorize the sale of Engine 1 (1996 Freightliner) to Barriere Auto and Truck Tow for the offered price of \$3,000, and direct staff to complete all necessary documentation to remove the unit from the fire department fleet and municipal asset registry.**

Prepared by: A. Hovenkamp, Fire Chief

Reviewed by: D. Drexler, CAO

District of Barriere  
**REPORT TO COUNCIL**  
**Request for Decision**

<b>Date:</b> February 23, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> K. Abel, CFO
<b>Re:</b> 2024 Statement of Financial Information	
<b>Recommendation:</b> THAT Council accepts and approves the statements and schedules included in the 2024 Statement of Financial Information (SOFI) as presented.	

**Purpose**

To approve the 2024 Statement of Financial Information (SOFI).

**Background**

The Financial Information Act requires municipalities to submit the previous year's audited financial statements and certain additional schedules and statements to the Ministry of Municipal Affairs by June 30th of each year. The SOFI package requires approval by Council prior to submission and must be made available to the public.

As Council is aware, the audited financial statements for 2024 were only completed and approved in December 2025. Subsequently Staff was unable to complete the SOFI's until now.

The required schedules and statements are included in the attached 2024 Statement of Financial Information report, and include the following disclosures:

- Remuneration and expenses paid to or on behalf of elected officials.
- Employee remuneration in excess of \$75,000 and expenses paid to or on behalf of those employees, plus consolidated totals of remuneration and expenses paid to other employees. *\*Note – the 2024 year is a bit of an anomaly with only three employees meeting this threshold in 2024. This was due to the current CAO not being onboarded until mid-year, the Corporate Officer serving as Acting CAO for half of the year, and not having a full-time CFO for the full year of 2024. The 2025 SOFI report that is scheduled to be presented this summer, will reflect the current employee remuneration list as it relates to this reporting requirement.*
- Payments to suppliers in excess of \$25,000, plus a consolidated total of payments to all other suppliers.

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**Benefits or Impact**

General

Preparation of an annual Statement of Financial Information (SOFI) is a mandatory requirement of the Financial Information Act.

### Finances

N/A

### Strategic Impact

N/A

### Risk Assessment

Compliance: Financial Information Act and Financial Information Regulations; Community Charter, Sections 167 and 168.

Risk Impact: Low; however, the missed deadline in 2025 impacted the District in regards to receiving the Community Works Fund (formerly Gas Tax). Since the final audit for 2024 was officially filed with the Province, we are now awaiting funds.

#### Internal Control Process:

The information presented here has been prepared by staff, reviewed for accuracy, and reconciled to other financial reports and regulatory submissions.

#### Next Steps / Communication

- A copy of the approved report will be uploaded to the Local Government Information System website as soon as practicable.
- The 2024 SOFI Report will be made available to the public by posting it on the District's website.

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### **Attachments**

- 2024 Statement of Financial Information
- 2024 Financial Statements

### **Recommendation**

**THAT Council accepts and approves the statements and schedules included in the 2024 Statement of Financial Information (SOFI) as presented.**

### **Alternative Options**

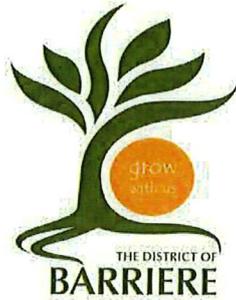
1. Staff is not recommending any other options as preparation and approval of the Statement of Financial Information schedules is a regulatory requirement.

Prepared by:

K. Abel, Chief Financial Officer

Reviewed by:

D. Drexler, Chief Administrative Officer



THE DISTRICT OF BARRIERE

# STATEMENT OF FINANCIAL INFORMATION

Year Ended December 31, 2024

In Compliance with the Public Bodies Financial Information Act Statutes  
Of British Columbia, Chapter 140



DISTRICT OF BARRIERE  
SCHEDULE OF REMUNERATION AND EXPENSES  
PAID ON BEHALF OF EMPLOYEES  
FOR THE 2024 FISCAL YEAR

**COUNCIL REMUNERATION**

	DUTIES REMUNERATION	EXPENSE PAYMENTS	TOTAL
ARMSTRONG, JUDY	\$9,375.72	\$ 184.04	\$9,559.76
KERSHAW, SCOTT	\$9,375.72	\$ 508.08	\$9,883.80
KERSLAKE, ROBERT	\$11,122.40	\$ 196.40	\$11,318.80
KIBBLE, DONNA	\$9,375.72		\$9,375.72
LODGE, LOUISE	\$9,375.72	\$ 763.20	\$10,138.92
MCINNIS, COLIN	\$9,375.72		\$9,375.72
STAMER, WARD	\$9,743.84	\$ 381.06	\$10,124.90
	<b>\$67,744.84</b>	<b>\$2,032.78</b>	<b>\$69,777.62</b>

**STAFF REMUNERATION 2024**

	DUTIES REMUNERATION	EXPENSE PAYMENTS	TOTAL
<b>EMPLOYEES WITH REMUNERATION &amp; EXPENSES EXCEEDING \$75,000.00</b>			
P. AMOS	\$ 77,608.85	\$ 380.00	\$ 77,988.85
T. BUCHANAN	\$ 118,749.23	\$ 1,999.12	\$ 120,748.35
C. MATTHEWS	\$ 89,505.03	\$ 965.12	\$ 90,470.15
<b>CONSOLIDATED TOTAL FOR EMPLOYEES WITH EARNINGS LESS THAN \$75,000.00</b>			
	<u>\$ 784,080.22</u>	<u>\$ 36,460.77</u>	<u>\$ 820,540.99</u>
	<u>\$ 1,069,943.33</u>	<u>\$ 39,805.01</u>	<u>\$ 1,109,748.34</u>

**RECONCILIATION**

TOTAL REMUNERATION FOR ELECTED OFFICIALS	\$ 67,744.84
TOTAL REMUNERATION FOR STAFF	\$ 1,069,943.33
TOTAL REMUNERATION	<u>\$ 1,137,688.17</u>
EMPLOYER PAID PENSION	\$ 63,628.69
EMPLOYER PAID CPP, EI, BENEFITS, ETC	\$ 146,359.95
MISC RECONCILING ITEMS*	\$ 5,918.19
<b>WAGES AND BENEFITS AS PER FINANCIAL STATEMENTS</b>	<b>\$ 1,353,595.00</b>
VARIANCE	<u>\$ -</u>

\*The Financial Statements are prepared on a consolidated basis using accrual method of accounting, whereas the employer remuneration schedule is prepared on a calendar cash payment basis.



DISTRICT OF BARRIERE  
2024 SCHEDULE OF PAYMENT MADE FOR  
PROVISION OF GOODS AND SERVICES

<b>SUPPLERS WHO RECEIVED AGGREGATE PAYMENTS EXCEEDING \$25000.00</b>	<b>AMOUNT PAID</b>
0802230 B.C. LTD.	52,123.88
ALS CANADA LTD.	26,323.98
ARMCO CONSTRUCTION LTD.	139,244.65
BA DAWSON BLACKTOP LTD.	80,941.88
BARRIERE AND AREA CHAMBER OF COMMERCE	37,552.00
BARRIERE RECREATION SOCIETY	33,000.00
BC HYDRO AND POWER AUTHORITY	154,774.17
BORROW ENTERPRISES LTD.	387,161.73
CALIDON EQUIPMENT LTD.	52,568.90
CANADA REVENUE AGENCY	317,897.57
COLLABRIA	111,437.93
DJ'S PLUMBING	44,587.23
FADEAR SAND & GRAVEL LTD.	33,597.45
FULTON & COMPANY LLP, IN TRUST	160,436.40
H2FLOW TANKS & SYSTEMS INC.	214,983.41
J.D.V. LOT RESTORATION INC.	142,230.60
KPMG LLP	40,297.56
MUNICIPAL INSURANCE ASSOCIATION	53,217.00
MUNICIPAL PENSION CORPORATION	119,703.51
R1310 HOLDINGS LTD.	27,037.50
ROCKY MOUNTAIN PHOENIX	45,542.04
ROLLINS MACHINERY LTD.	218,459.20
SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)	79,639.45
SOUTHWEST GLASS LTD.	68,029.50
SPOONER INDUSTRIAL LTD.	82,190.33
SUNCOR ENERGY PRODUCTS PARTNERSHIP	33,040.32
THOMPSON CHAIN LINK LTD.	38,378.28
THOMPSON NICOLA REGIONAL DISTRICT	76,965.99
TRUE CONSULTING GROUP	499,122.39
VANDERWAL FLOORING INC.	52,943.49
WORKSAFE BC	41,497.52
CONSOLIDATED PAYMENTS TO VENDORS LESS THAN \$25,000	<u>837,638.71</u>
	<u><u>4,302,564.57</u></u>
EXPENDITURES PER FINANCIAL STATEMENTS	5,658,890.00
NON EXPENDITURE PAYMENTS	- 322,714.70
ELECTRONIC PAYMENTS	- 1,380,436.30
ADJUSTMENTS (GST, Benefits, Changes in A/P)	- 1,353,595.00
CAPITAL ACQUISITIONS	- 1,896,337.00
ANNUAL DEPRECIATION	- 705,807.00
	<b>TOTAL</b> <u><u>-</u></u>
<b>RECEIVER GENERAL RECONCILIATION</b>	
CRA PAYMENTS 2024	310,371.68
EMPLOYEE PORTION	- 236,761.17
EMPLOYER PORTION	- 73,610.51
	<u><u>-</u></u>

### **Council Distributed Grants from the District of Barriere - 2024**

BARRIERE ELEMENTARY	\$	500.00
THOMPSON OKANAGAN GOAT ASSOCIATION	\$	500.00
RABBITS BC	\$	500.00
BARRIERE & DISTRICT HERITAGE SOCIETY	\$	500.00
BARRIERE & AREA LITERACY RAISE A READER	\$	500.00
BES GOLF TOURNAMENT	\$	250.00
BC PUREBRED SHEEP BREEDERS ASSOCIATION	\$	500.00
<b>TOTAL</b>	<b>\$</b>	<b>3,250.00</b>



District of Barriere

## **MANAGEMENT REPORT**

The Financial Statements contained in this Statements of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Mayor and Council are responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through Council Meetings of The District of Barriere. The District of Barriere Council meets with management and external auditors during the year.

The external auditor, KPMG LLP, Chartered Accountants conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. The examination does not relate to the other schedules and statements required by the Act. The examination includes a review and evaluation of the District of Barriere's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Council of the District of Barriere and meet when necessary.

On behalf of The District of Barriere,

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Kathy Abel  
Finance Officer  
February 2, 2026

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Daniel Drexler  
Chief Administrative Officer  
February 2, 2026



District of Barriere

DISTRICT OF BARRIERE STATEMENT OF FINANCIAL  
INFORMATION APPROVAL FOR THE FISCAL YEAR 2024

The undersigned, as authorized by the Financial Information Regulation, Schedule 2, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

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Kathy Abel  
Chief Financial Officer  
February 23, 2026

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Rob Kerslake  
Mayor  
February 23, 2026



District of Barriere

SCHEDULE OF DEBTS

A Schedule of Debts has not been prepared because the information required is disclosed in the Notes to Financial Statement, and no additional information would be provided in the Schedule.



District of Barriere

SCHEDULE OF GUARANTEES AND INDEMNITY  
PAYMENTS FOR THE FISCAL YEAR 2024

The District of Barriere has not given any guarantees or indemnities under the Guarantees and Indemnity Regulation.



District of Barriere

STATEMENT OF SEVERANCE FOR THE FISCAL YEAR 2024

There were no severance agreements made between the District of Barriere and its non-union employees during the fiscal year.

**Financial Information Act**  
**Financial Information Regulation (FIR), Schedule 1**

**Statement of Financial Information (SOFI)**  
**Index to FIR Schedule 1 and the Checklist**

**Page 1: Corporation Information**

**Ministry Information**

**General: Section One**

- 1(1)(a) Statement of assets and liabilities
- 1(1)(b) Operational statement
- 1(1)(c) Schedule of debts
- 1(1)(d) Schedule of guarantee and indemnity agreements
- 1(1)(e) Schedule of employee remuneration and expenses
- 1(1)(f) Schedule of suppliers of goods and services
- 1(2) [Explanatory information for reference]
- 1(3) Statements prepared on a consolidated basis or for each fund
- 1(4) & (5) Notes to the statements and schedules in section 1(1)

**Page 2: Statement of Assets & Liabilities: Section Two**

- 2 Balance sheet
- Changes in equity and surplus or deficit

**Operational Statement: Section Three**

- 3(1) Statement of Income / Statement of Revenue and Expenditures
- Statement of Changes in Financial Position
- 3(2) & (3) Omission of Statement of Changes in Financial Position, with explanation
- 3(4) Requirement for community colleges, school districts and municipalities

**Statement of Debts: Section Four**

- 4(1)(a) & 4(2) List and detail the schedule of long-term debts
- 4(1)(b) Identify debts covered by sinking funds / reserves
- 4(3) & (4) Omission of schedule, with explanation

**Page 3: Schedule of Guarantee and Indemnity Agreements: Section Five**

- 5(1) List agreements under the Guarantees and Indemnities Regulation
- 5(2) State the entities and amounts involved
- 5(3) & (4) Omission of schedule, with explanation

**Page 3 & 4: Schedule of Remuneration and Expenses: Section Six**

- 6(1) [Definitions for reference]
- 6(2)(a) List remuneration / expenses for each elected official, member of board, Cabinet appointees
- 6(2)(b) List each employee with remuneration exceeding \$75,000, plus expenses
- 6(2)(c) Consolidated total for all employees with remuneration of \$75,000 or less
- 6(2)(d) Reconcile difference in total remuneration above with operational statement
- 6(3) Exclude personal information other than as required

**Financial Information Regulation, Schedule 1**  
**Checklist – Statement of Financial Information (SOFI)**

**For the Corporation:**

Corporate Name: District of Barriere Contact Name: Kathy Abel, Chief Financial Officer  
 Fiscal Year End: 2024 Phone Number: 250-672-9751  
 Date Submitted: Feb 23, 2026 E-mail: kabel@barriere.ca

**For the Ministry:**

Ministry Name: \_\_\_\_\_ Reviewer: \_\_\_\_\_  
 Date Received: \_\_\_\_\_ Deficiencies: Yes  No   
 Date Reviewed: \_\_\_\_\_ Deficiencies Addressed: Yes  No   
 Approved (SFO): \_\_\_\_\_ Further Action Taken: \_\_\_\_\_

Distribution: Legislative Library  Ministry Retention

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
<b>General</b>					
1 (1) (a)	Statement of assets and liabilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (b)	Operational statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (c)	Schedule of debts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 (1) (d)	Schedule of guarantee and indemnity agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 (1) (e)	Schedule of employee remuneration and expenses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (1) (f)	Schedule of suppliers of goods and services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (3)	Statements prepared on a consolidated basis or for each fund, as appropriate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 (4) 1 (5)	Notes to the financial statements for the statements and schedules listed above	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
<b>Schedule of Guarantee and Indemnity Agreements</b>					
5 (1)	List financial agreements that required government approval prior to being given (see Guarantees and Indemnities Regulation in FIA Guidance Package)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5 (2)	State the entities involved, and the specific amount involved if known	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5 (3) 5 (4)	<ul style="list-style-type: none"> <li>• The schedule may be omitted if addressed under section 2 or 4 and it provides no additional information</li> <li>• The omission must be explained in a note to the schedule</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Schedule of Remuneration and Expenses</b> (See Guidance Package for suggested format)					
6 (2) (a)	List separately, by name and position, the total remuneration and the total expenses for each elected official, member of the board of directors, and employee appointed by Cabinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (2) (b)	List alphabetically each employee whose total remuneration exceeds \$75,000 and the total expenses for each [excluding the persons listed under 6 (2) (a)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (2) (c)	Include a consolidated total for employees whose remuneration is \$75,000 or less [excluding the persons listed under 6 (2) (a)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (2) (d)	Reconcile or explain any difference between total remuneration in this schedule and related information in the operational statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (3)	Exclude personal information other than name, position, function or remuneration and expenses of employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
<b>Inactive Corporations</b>					
8 (1)	The ministry reports for the corporation if the corporation is not operating to the extent required to produce a SOFI	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8 (2) (a)	The ministry's report contains the statements and schedules required under section 1 (1), to the extent possible	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8 (2) (b)	The ministry's report contains a statement of the operational status of the corporation (see Guidance Package regarding what to include)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Approval of Financial Information</b>					
9 (1)	Corporations other than municipalities – the SOFI is signed as approved by the board of directors or the governing body (see Guidance Package for example)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9 (2)	Municipalities – the SOFI is approved by its council and by the officer assigned responsibility for financial administration (see Guidance Package for example)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (3)	A management report is included, signed by the head and chief financial officer, or by the municipal officer assigned responsibility for financial administration (see examples in annual report at <a href="http://www.gov.bc.ca/cas/popt/">http://www.gov.bc.ca/cas/popt/</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (4)	The management report explains the roles and responsibilities of the board of directors or governing body, audit committee, management, and the auditors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9 (5)	Signature approvals required in section 9 are for each of the statements and schedules of financial information, not just the financial statements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Financial Statements of

**DISTRICT OF BARRIERE**

And Independent Auditor's Report thereon

Year ended December 31, 2024

## MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of District of Barriere (the "District") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

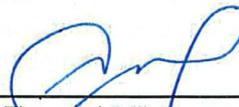
The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's financial statements.



Chief Administrative Officer



Chief Financial Officer



## **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

# DISTRICT OF BARRIERE

## Statement of Financial Position

December 31, 2024, with comparative information for 2023

	2024	2023
<b>Financial assets:</b>		
Cash and investments (note 3)	\$ 3,790,608	\$ 4,706,918
Accounts receivable (note 4)	861,115	849,106
Land held for resale	-	109,860
	<u>4,651,723</u>	<u>5,665,884</u>
<b>Liabilities:</b>		
Accounts payable and accrued liabilities	396,315	422,524
Deferred revenue (note 5)	788,811	727,442
Asset retirement obligation (note 6)	96,876	83,573
	<u>1,282,002</u>	<u>1,233,539</u>
Net financial assets	3,369,721	4,432,345
<b>Non-financial assets:</b>		
Inventory of supplies	45,747	30,726
Prepaid expenses and deposits	3,550	23,375
Tangible capital assets (note 7)	29,813,583	28,614,079
	<u>29,862,880</u>	<u>28,668,180</u>
Commitments (note 9)		
Trust funds (note 16)		
<b>Accumulated surplus (note 8)</b>	<b>\$ 33,232,601</b>	<b>\$ 33,100,525</b>

See accompanying notes to financial statements.

# DISTRICT OF BARRIERE

## Statement of Change in Net Financial Assets

Year ended December 31, 2024, with comparative information for 2023

	Budget (note 14)	2024	2023
Annual surplus	\$ 163,910	\$ 132,076	\$ 2,481,622
Acquisition of tangible capital assets	-	(1,896,337)	(1,934,899)
Disposal of tangible capital assets	-	-	168,972
Amortization of tangible capital assets	-	706,440	623,420
Recognition of asset retirement obligation	-	-	(78,917)
Remeasurement of asset retirement obligation	-	(9,607)	-
	-	(1,199,504)	(1,221,424)
Acquisition of prepaid expenses	-	(3,550)	(23,375)
Acquisition of inventories	-	(45,747)	(30,726)
Use of prepaid expenses	-	23,375	536
Use of inventories	-	30,726	48,307
	-	4,804	(5,258)
Net change in net financial assets	163,910	(1,062,624)	1,254,940
Net financial assets, beginning of year	4,432,345	4,432,345	3,177,405
Net financial assets, end of year	\$ 4,596,255	\$ 3,369,721	\$ 4,432,345

See accompanying notes to financial statements.

# DISTRICT OF BARRIERE

Notes to Financial Statements

Year ended December 31, 2024

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District of Barriere (the "District") is incorporated and operates under the provisions of the Local Government Act and the Community Charter of British Columbia.

The District provides municipal services to residents of the incorporated area. These include protective services, transportation services, environmental services, development services, water utilities, sewer utilities, parks and recreation, and general government services.

## 1. Significant accounting policies:

The financial statements of District of Barriere (the "District") are prepared by management in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the District are as follows:

### (a) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

### (b) Revenue recognition:

Property taxes, parcel taxes, frontage taxes, special assessments, and grants in lieu of taxes are recognized as revenue in the year in which they are assessable.

Service revenue, such as water and sewer user rates, connection fees, sale of services, and interest and penalties are recognized as revenue in the year the related service is provided.

Investment income is reported as revenue in the period earned.

Land sales are recognized when the title transfers and all of the rights and responsibilities of ownership have transferred, the price to the buyer is determinable and collectibility is reasonably assured.

### (c) Government transfers:

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made unless the transfer contains stipulations that create a liability in which case the transfers are recognized as revenue in the period that the liability is extinguished.

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 1. Significant accounting policies (continued):

### (g) Non-financial assets (continued):

#### (i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Rate
Equipment	3-25 years
Vehicles	5-20 years
Roads and bridges	30-80 years
Wastewater infrastructure	15-80 years
Waterworks infrastructure	12-100 years
Buildings	40-50 years

Assets under construction are not amortized until the asset is available for productive use. Annual amortization is charged in the year of acquisition and in the year of disposal.

#### (ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

#### (iii) Natural resources:

Natural resources that have not been purchased are not recognized as assets in the financial statements.

#### (iv) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

#### (v) Interest capitalization:

The District capitalizes interest costs associated with the acquisition or construction of a tangible capital asset when they are directly attributable to the asset.

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 1. Significant accounting policies (continued):

### (j) Financial Instruments (continued):

Unrealized changes in fair value are recognized on the consolidated statement of remeasurement gains and losses. They are recorded in the consolidated statement of operations and accumulated surplus when they are realized. There are no unrealized changes in fair value as at December 31, 2024 and December 31, 2023. As a result, the District does not have a consolidated statement of remeasurement gains and losses.

Transaction costs incurred on the acquisition of financial instruments subsequently measured at fair value are expensed as incurred.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the consolidated statement of operations and accumulated surplus.

### (k) Asset Retirement Obligations:

Asset retirement obligations are recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and,
- A reasonable estimate of the amount can be made.

The District has assessed its assets in consideration of these and noted that there are obligations which meet the above criteria.

## 2. Accounting policy changes:

### (a) PS 3400 Revenue:

On January 1, 2024, the District adopted Canadian public sector accounting standard PS 3400 Revenue. The standard makes a distinction between transactions that include performance obligations (exchange transactions) and those that do not include a performance obligation (non-exchange transactions).

The adoption of this standard did not have any impact on the amounts presented in these financial statements.



# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

## 5. Deferred revenue:

	2024	2023
Prepaid transfers from other governments	\$ 573,032	\$ 609,704
Deferred lease	137,500	-
Prepaid development cost charges	45,839	66,314
Prepaid property tax	18,161	33,854
Restricted funds	14,279	17,570
	<u>\$ 788,811</u>	<u>\$ 727,442</u>

## 6. Asset retirement obligations:

The District's asset retirement obligations include asbestos and insulation in buildings.

	2024	2023
Balance, beginning of year	\$ 83,573	\$ -
Initial recognition of expected discounted cash flows	-	78,917
Remeasurement	9,607	-
Accretion	3,696	4,656
Balance, end of year	<u>\$ 96,876</u>	<u>\$ 83,573</u>

Accretion expense is included in general government expenses in the segmented information and accumulated surplus. The undiscounted cash flows required to settle the obligations are \$206,016 (2023 - \$140,000) to be paid between fiscal 2025 and fiscal 2032. The estimated cash flows were discounted using a rate of 3.93% (2023 - 5.90%).

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

## 7. Tangible capital assets (continued):

2023	Land	Roads and bridges	Buildings	Equipment	Vehicles	Wastewater infrastructure	Waterworks infrastructure	Total 2023
<b>Cost:</b>								
Balance, beginning of year	\$ 4,945,629	\$ 7,310,000	\$ 1,429,081	\$ 1,210,670	\$ 1,456,444	\$ 8,849,252	\$ 10,253,496	\$ 35,454,572
Additions	-	-	623,644	287,803	-	18,397	1,190,931	2,120,775
Disposals	-	-	-	-	(37,400)	(168,972)	-	(206,372)
Asset retirement obligation	-	-	78,917	-	-	-	-	78,917
Balance, end of year	\$ 4,945,629	\$ 7,310,000	\$ 2,131,642	\$ 1,498,473	\$ 1,419,044	\$ 8,698,677	\$ 11,444,427	\$ 37,447,892
<b>Accumulated amortization:</b>								
Balance, beginning of year	\$ -	\$ 3,413,329	\$ 473,704	\$ 798,170	\$ 848,232	\$ 830,514	\$ 1,875,952	\$ 8,239,901
Disposals	-	-	-	-	(37,400)	-	-	(37,400)
Amortization expense	-	95,206	43,520	64,044	51,989	157,663	210,998	623,420
Asset retirement obligation	-	-	7,892	-	-	-	-	7,892
Transfers	-	8,350	-	-	-	-	(8,350)	-
Balance, end of year	-	3,516,885	525,116	862,214	862,821	988,177	2,078,600	8,847,511
<b>Net book value, end of year</b>	<b>\$ 4,945,629</b>	<b>\$ 3,793,115</b>	<b>\$ 1,606,526</b>	<b>\$ 636,259</b>	<b>\$ 556,223</b>	<b>\$ 7,710,500</b>	<b>\$ 9,365,827</b>	<b>\$ 28,614,079</b>

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 9. Commitments:

The District has entered into contracts for snow removal with annual minimum payments for the next two years for a total of \$323,315 (2025 - \$201,218; 2026 - \$122,097).

## 10. Taxation and grants in lieu:

General fund taxation revenues comprises the following amounts raised less transfers:

	2024	2023
Municipal and school property taxes levied	\$ 2,360,419	\$ 2,271,677
Less collections on behalf of other government entities:		
Province of B.C. - School taxes	697,689	680,736
Thompson-Nicola Regional District ("TNRD")	329,394	315,452
Thompson Regional Hospital District	136,478	135,682
Police taxes	120,977	111,855
B.C. Assessment Authority	17,431	20,752
Payment in lieu of taxes	3,092	1,177
Other	91	232
	1,305,152	1,265,886
	\$ 1,055,267	\$ 1,005,791

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 13. Pension liability:

The District and its employees contribute to the Municipal Pension Plan ("the Plan"), a jointly trustee pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2023, the Plan has approximately 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the Plan and adequacy of Plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$56,788 (2023 - \$47,780) for employer contributions while employees contributed \$52,518 (2023 - \$37,150) to the plan in fiscal 2024.

The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

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## 15. Segmented information (continued):

(d) Environmental services:

The Environmental Health Department consists of landfill maintenance and garbage collection and processing.

(e) Parks and recreation:

Parks and recreation is responsible for parks and playgrounds, recreation programming, cemetery services, and cultural buildings and programs.

(f) Water utility:

The District is responsible for environmental programs including the engineering and operation of the potable water system.

(g) Sewer utility:

The District is responsible for environmental programs including the engineering and operation of the wastewater system.

For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the presentation of segmented financial information. The accounting policies used in these statements are consistent with those followed in the preparation of the financial statements.

# DISTRICT OF BARRIERE

Notes to Financial Statements (continued)

Year ended December 31, 2024

## 15. Segmented information (continued):

2023	Protective services	Transportation services	Environmental services	Development services	Parks and recreation	Water utility	Sewer utility	General government	Total
<b>Revenue:</b>									
Tax requisition	\$ 99,996	\$ 229,562	\$ 92,533	\$ 24,843	\$ 82,374	\$ -	\$ -	\$ 476,483	\$ 1,005,791
Grants in lieu	-	-	-	-	-	-	-	40,408	40,408
Sales of services	226,435	65,208	207,423	49,428	9,680	511,982	131,011	54,966	1,256,133
Government transfers	-	-	-	-	21,200	928,888	-	2,619,127	3,569,215
Other	-	-	-	-	1,125	-	-	89,079	90,204
<b>Total revenue</b>	<b>326,431</b>	<b>294,770</b>	<b>299,956</b>	<b>74,271</b>	<b>114,379</b>	<b>1,440,870</b>	<b>131,011</b>	<b>3,280,063</b>	<b>5,961,751</b>
<b>Expenses:</b>									
Operating	240,242	398,461	98,952	22,472	97,838	151,501	133,121	452,420	1,595,007
Salaries and benefits	55,953	59,794	99,877	26,921	121,362	163,741	86,301	647,753	1,261,702
Amortization	39,182	105,822	6,723	-	62,178	218,173	137,388	53,954	623,420
<b>Total expenses</b>	<b>335,377</b>	<b>564,077</b>	<b>205,552</b>	<b>49,393</b>	<b>281,378</b>	<b>533,415</b>	<b>356,810</b>	<b>1,154,127</b>	<b>3,480,129</b>
<b>Annual surplus (deficit)</b>	<b>\$ (8,946)</b>	<b>\$ (269,307)</b>	<b>\$ 94,404</b>	<b>\$ 24,878</b>	<b>\$ (166,999)</b>	<b>\$ 907,455</b>	<b>\$ (225,799)</b>	<b>\$ 2,125,936</b>	<b>\$ 2,481,622</b>

# DISTRICT OF BARRIERE

Schedule 1 - unaudited  
COVID-19 Safe Restart Grant

Year ended December 31, 2024, with comparative information for 2023

	2024	2023
Balance, beginning of year	\$ 155,605	\$ 155,605
Balance, end of year	\$ 155,605	\$ 155,605

District of Barriere  
**REPORT TO COUNCIL**  
**Request for Decision**

<b>Date:</b> February 23 <sup>rd</sup> , 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Chief Financial Officer
<b>Re: Automated Funds Transfer Limit Increase</b>	
<b>Recommendation: THAT Council instruct staff to apply to Beem Credit Union for an increase to transfer limits on the AFT system administered by Central 1 Credit Union. Limits to be increased to \$100,000 per transaction, \$250,000 per day, and \$500,000 per month.</b>	

**Purpose**

To increase the transfer limits on the Automated Funds Transfer (AFT) system, enabling staff to utilize electronic fund transfers to pay more to our vendors electronically instead of using manual cheques.

**Background**

Regulated by the Canadian Payments Association, AFT is a convenient and cost-effective way to deliver payroll to Council and staff, and payments to vendors as well as receive funds from residents for utilities and taxes.

Staff traditionally used the AFT system to administer payroll and intermittently used it for some vendor payments. In the last 6 months staff have been trying to transition more of our vendors to electronic payments. Those who have provided banking information and are receiving electronic payments are appreciative of having payments direct deposited to their bank accounts, compared to cheques mailed through Canada Post.

Staff are finding it more efficient to remit payments electronically and the process is resulting in savings to the district. We are using less cheque paper, envelopes and stamps while also making month end reconciliation more efficient as we do not have to wait for cheques to be negotiated and cleared through the district's bank account. With the AFT system, the total amount of all electronic payments is debited from the bank account at one time. This process also eliminates the risk of a cheque getting lost in the mail and potential reprints and late fees.

The District has been using the AFT system since 2008. The last limit increase was done in early 2024.

We have 2 profiles on the AFT system which have limits assigned.

Our File Upload profile is used for outgoing payments and payroll.

## File Upload limits

<b>Current Limits</b>			<b>Proposed Limits</b>	
Per Transaction	\$10,000		Per Transaction	<b>\$100,000</b>
Per Day	\$60,000		Per Day	<b>\$250,000</b>
Per Month	\$150,000		Per Month	<b>\$500,000</b>

Our Data Entry profile is used for incoming preauthorized utility and tax payments from our residents.

## Data Entry limits

<b>Current Limits</b>		<b>Proposed Limits</b>
Per Transaction	\$100,000	<b>No change required</b>
Per Day	\$100,000	
Per Month	\$300,000	

Since increasing our AFT use for vendor payments, we have reached our limit on occasion and are having to create manual cheques for payments exceeding existing limits.

With the exception of large payments scheduled for the WWTP project, these limits would enable electronic remittance to all our vendors who would prefer this payment method.

This type of payment processing is a widely accepted method, and more and more vendors want to receive funds in this manner.

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## **Benefits or Impact**

### General

The proposed limit increases will result in efficiencies for our internal processes for both our accounts payable and bank account reconciliation. As we continue to move vendors towards electronic payments the established limits are having an impact on our ability to process them.

Using December 2025 as an example month, our AP totaled over \$600,000. There were 5 invoices that had to be paid manually as they each exceeded our transaction limit.

At the end of October 2025, we had to reach out to the Credit Union to request a rush temporary increase to our limit so that we could process payroll. October had 3 payrolls and that combined with the vendor payments exceeded our limit.

### Finances

While an application with the Credit Union is required to increase the limit, there is no application fee for this request. We are already using this service and paying a \$45 monthly service fee as well as \$.10 per transaction. The only fee increase we will see is based on the per transaction at a cost of \$.10 each, which is far less than the cost of postage.

### Strategic Impact

Priority 2. Fiscally Responsible Operations.

Goal 3. Financial Confidence and Oversight are Rebuilt.

Section a. Enhancing Financial Procedures and Processes.

Subsection a. Workflows, signoff and other processes are evaluated and enhanced where feasible.

### Risk Assessment

Compliance: Both payroll and accounts payable processes require dual authorization before payments are released. Files are created by finance staff and reviewed by the CFO for approval. Upon approval the files are moved to the AFT system where they require final approval by either the CAO or CO in the absence of the CAO.

Risk Impact: Low = Having fewer manual cheques in existence reduces the risk of stolen, lost or forged cheques. Any of which will have a negative impact on the district's bank account.

Internal Control Process: Staff is working with Beem Credit Union on the process required to amend our limits.

### Next Steps / Communication

If approved, staff will begin the formal application process with Beem Credit Union.

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### **Attachments**

- N/A

### **Recommendation**

**THAT Council instruct staff to apply to Beem Credit Union for an increase to transfer limits on the AFT system administered by Central 1 Credit Union. Limits to be increased to \$100,000 per transaction, \$250,000 per day, and \$500,000 per month.**

### **Alternative Options**

1. Council could choose not to increase AFT limits, and staff will continue to manage payroll and vendor payments within the designated limits; this is not recommended due to the reasons outlined in the report.

Prepared by: K. Abel, Chief Financial Officer

Reviewed by: D. Drexler, CAO

District of Barriere

# REPORT TO COUNCIL

## Request for Decision

<b>Date:</b> February 23, 2026	<b>File:</b> 530.20/Rpts
<b>To:</b> Council	<b>From:</b> Chief Administrative Officer
<b>Re: Early Budget Approval and Loan</b>	
<b>Recommendation:</b> <ol style="list-style-type: none"><li><b>1. THAT Council provides early budget approval in the amount of up to \$150,000 for the Roads Equipment.</b></li><li><b>2. THAT the Council of the District of Barriere authorizes up to \$150,000 be borrowed under Section 175 of the Community Charter from the Municipal Finance Authority (MFA), for the purpose of Roads Equipment, AND THAT the loan be repaid within 5 years, with no rights of renewal.</b></li><li><b>3. THAT Council instruct Staff to utilize the General Capital and Fire Capital Reserve accounts to fund the principal portion of the 2025 Bush Truck and the Roads Equipment loans, estimated at a total of \$55,069, for the 2026-2030 Financial Plan.</b></li></ol>	

### **Purpose**

For Council to consider giving early budget and loan approval for up to \$150,000 to purchase the equipment necessary to undertake year-round road maintenance services delivered by in-house staff.

### **Background**

In 2025, as part of the Strategic Plan, Council wanted to review a business case on an all year roads department to evaluate if such a model could be used to mitigate cost increases as part of the Fiscally Responsible Operations pillar of the Plan.

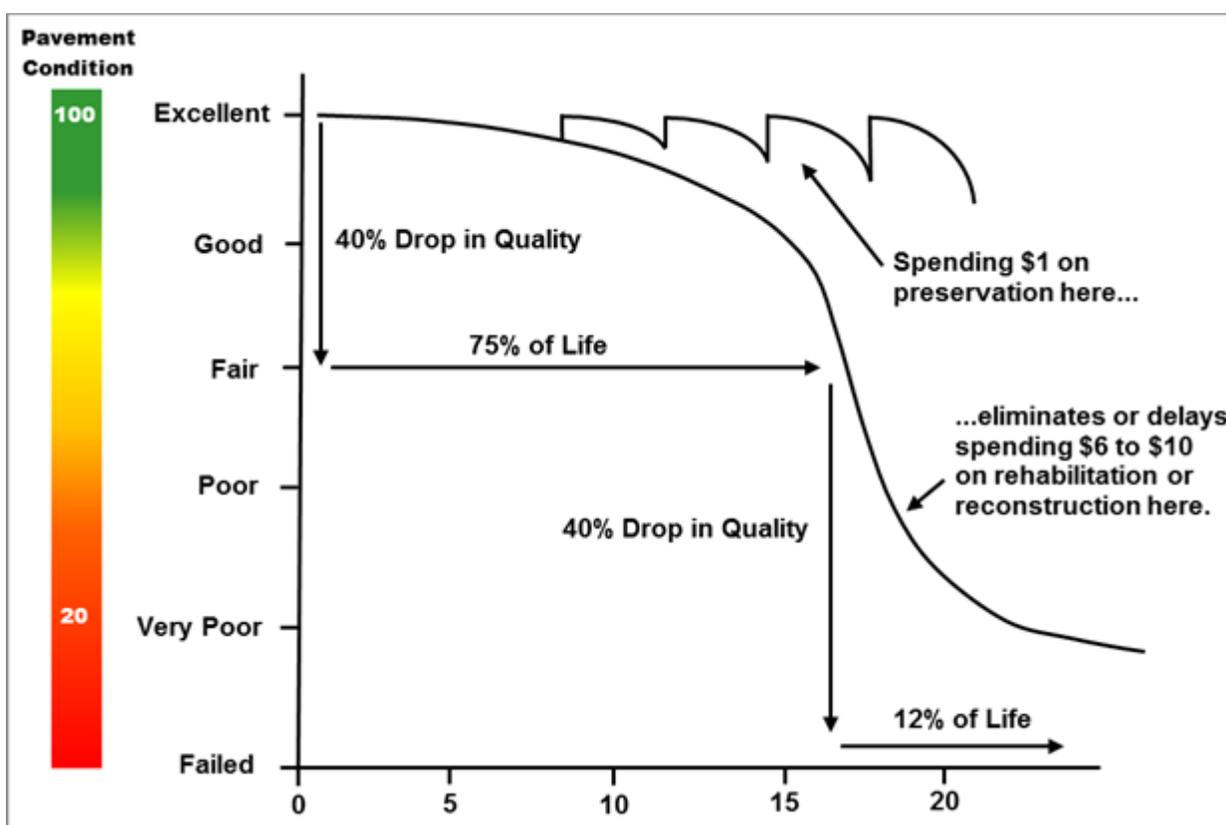
Over a span of several months in the summer and fall of 2025, Council extensively deliberated In-Camera about the potential opportunities that would be provided by undertaking all-year roads services in-house compared to the current primarily contractor dependent model for winter roads maintenance.

Council chose to include a transition to an in-house model in the 2026 budget process. Some information was also shared with the public at the Open House that was held on January 27, 2026. The two primary slides from the Open House are attached to this report.

Although the costs to provide a year-round roads department compared to a contractor reliant model are expected to be similar over a 5 year span, the benefit to the District will be in roughly 2,700 hours of labour gained per year, which will be close to \$690,000 in value over that same 5-year period.

A primary function of the all-year crew dedicated to roads would also be to focus on much needed crack sealing and pothole patching throughout the community. This in return will prolong the life of our road assets, deferring expensive road rehabilitation work.

The below image further illustrates how highly beneficial it is to focus on investing funds into ongoing maintenance as it has a significant impact on the return on investment. By investing \$1 in preventative maintenance such as crack sealing, it eliminates or defers spending \$6 to \$10 on rehabilitation or reconstruction.



(New York State Thruway System - 2014)

Additionally, The District's Road corridor assessment report that was completed in 2022 shows that the District is supposed to invest \$292,000 annually into our roads. (The full assessment report is attached.) The funding level for roads for the past two years has been roughly \$100,000 each year. A roads department focused on summer maintenance will have a direct impact on the annual investments into our road assets.

Although there is no monetary increase in the 2026 budget for the labour and materials costs associated with the Roads Department, there is an estimated cost of roughly \$150,000 that is required to outfit the department for taking on winter snow removal.

A rough breakdown of the equipment needs is listed below:

Item	Cost
Large Plow Truck w/sander	\$50,000
Pickup Truck w/plow & sander	\$50,000
Front plow blade & sander for current Dump Truck	\$25,000
Sand shed and loading ramp	\$32,000
Total	\$157,000

This is a high-level cost at this point, and staff are hopeful that some savings can still be achieved when the actual procurement is under way. The best time for acquiring used winter equipment will be in March and April as the winter season comes to a close. With the limited amount of snow in some municipalities, Kelowna for example is already switching into spring maintenance which would indicate that any surplus of equipment sales would be starting earlier than in previous years. And as such, early budget approval would be recommended to ensure the District is in the best position to source the needed items.

### **Equipment Loan**

At the February 2, 2026, Council meeting, Council directed staff to include the funding of the \$150,000 required for the Roads Equipment as a loan from MFA instead of funding it from Reserves.

From the February 2, 2026, report:

*The current interest rate with the Municipal Finance Authority (MFA) is 2.85%. For \$150,000 this would equate to roughly \$32,224 per year in expenses for 5 years, for a total cost of \$161,192 (so, \$11,192 in Interest). While the principal portion of the loan could be funded by capital reserve or operating dollars (the asset will be capitalized regardless), the interest portion would need to be funded by operating dollars. For 2026, we estimate a total cost of \$24,226 (\$3,078 interest included) if we take on the debt around April 1. So, the impact on the reserve for 2026 would roughly be \$21,148 instead of the full \$150,000 to start the pay back of the loan.*

MFA recently reduced their interest rate to 2.82% which would save roughly \$167 over the 5 year term. However, the actual interest rate on the day when the loan is attained will be used. As such, no actual changes are being implemented into the Financial Plan based on this rather minor adjustment.

### **Summary**

The resolutions provided would provide for the following:

1. Early Budget approval of \$150,000 for Roads Equipment.
  2. MFA loan approval for \$150,000 for Roads Equipment.
  3. Funding from Reserves for the principal portions of the Bush Truck and Roads Equipment.
-

## Benefits or Impact

### General

Establishing an all-year round Roads Department with funding via a MFA loan.

### Finances

\$150,000 for investment into the District's Roads Department.

\$150,000 loan amount with interest to be expected around \$11,200 over a 5 year span, at a rate of roughly 2.85%

Utilizing the General Capital reserve for \$21,148 in 2026 to cover the principal amount for the Roads Equipment and the Fire Capital reserve for \$33,921 for the 2025 Bush Truck principal amount.

### Strategic Impact

Goal 2. – Develop a Strategy to mitigate cost increases and downloading pressures.

Action:

- a. Seek opportunities to increase Staff development, capacity, and growth, to align with the current needs of the organization, for example:
  - a. Include a full-time roads department in the 2026 draft budget for Council consideration
    - i. if approved, complete all required steps to ensure the all-year roads department is operational as soon as possible.

Results we want to see:

- f. Subject to 2026 budget approval, ensure that the all-year roads department is fully operational by October 2026 for winter operations.

### Risk Assessment

Compliance: Financial Plan Bylaw, Community Charter

Risk Impact: Low-Medium – due to committing the District to a 5 year loan. Some costs are still unknown and a follow up request to Council may be needed to utilize reserve funds to cover the difference.

Internal Control Process: Staff is working with MFABC to ensure the correct resolutions are presented for Council consideration.

### Next Steps / Communication

- Initiate procurement process.
  - Complete loan process
  - Hire required staff (up to 2.0FTE) towards the end of August 2026.
-

## Attachments

- Open House Slides – January 27, 2026
- Roads Condition Assessment Report

## Recommendation

1. **THAT Council provides early budget approval in the amount of up to \$150,000 for the Roads Equipment.**
2. **THAT the Council of the District of Barriere authorizes up to \$150,000 be borrowed under Section 175 of the Community Charter from the Municipal Finance Authority (MFA), for the purpose of Roads Equipment, AND THAT the loan be repaid within 5 years, with no rights of renewal.**
3. **THAT Council instruct Staff to utilize the General Capital and Fire Capital Reserve accounts to fund the principal portion of the 2025 Bush Truck and the Roads Equipment loans, estimated at a total of \$55,069, for the 2026-2030 Financial Plan.**

## Alternative Options

1. Council could choose a different level of funding and a different source of funding.
2. Council could determine to remain with a primarily contractor based model. The budget would require some amendments and generally this will result with reduced funding to go towards a roads program to maintain our assets year-round.

Prepared by:  
D. Drexler, Chief Administrative Officer

# Proposed Roads Department

## Purpose

To transition winter reliance from external contractors for winter road maintenance to an in-house Roads Department, providing year-round services for both summer and winter road maintenance while delivering more flexible services to the community.

Current Model (Contracted)	Proposed In-House Model
Winter Snow Clearing – External Contractor Winter Roads Maintenance Only	Two Additional Full-time Employees for Both Winter and Summer Maintenance
Seasonal Service (Fixed)	Year-round Service, (Flexible)
Limited Flexibility for Repairs	More Staff Time for Asset Maintenance
Less Capacity for Emergencies	Faster Response to Urgent Issues
Unpredictable Cost Increases	More Predictable Long-term Costs

## Comparison

Contractor Model	Proposed In-House Model
Estimated 5-Year Operating Cost - \$2.58 million	Estimated 5-Year Operating Cost - \$2.53 million
Service Period – Winter Only (6 months per year)	Service Period – Year round
Crews are paid to be available, even when no snow is falling	Staff will shift between winter and summer work as needed

*Initial Investment Required  
\$100K-\$150K (used equipment)*

- **Contractor Model:** Higher long-term costs due to uncertain price increases and lack of staff flexibility for other tasks.
- **In-House Model:** Provides cost predictability, operational efficiencies, and additional staff time for critical maintenance tasks in the winter and roads asset maintenance in the summer (crack sealing, pothole patching, etc.) to extend the life of the roads before major rehabilitation.



## Benefits

**Cost Stability:** Reduces financial risks associated with unpredictable contractor price increases.

**Efficiency Gains:** Additional 2,700 hours of staff time can be used for critical tasks like pothole patching, crack sealing, drainage maintenance, infrastructure upkeep, and support for other departments as needed.

**Long-Term Savings:** Proactive maintenance can extend road life, reducing future rehabilitation costs significantly.

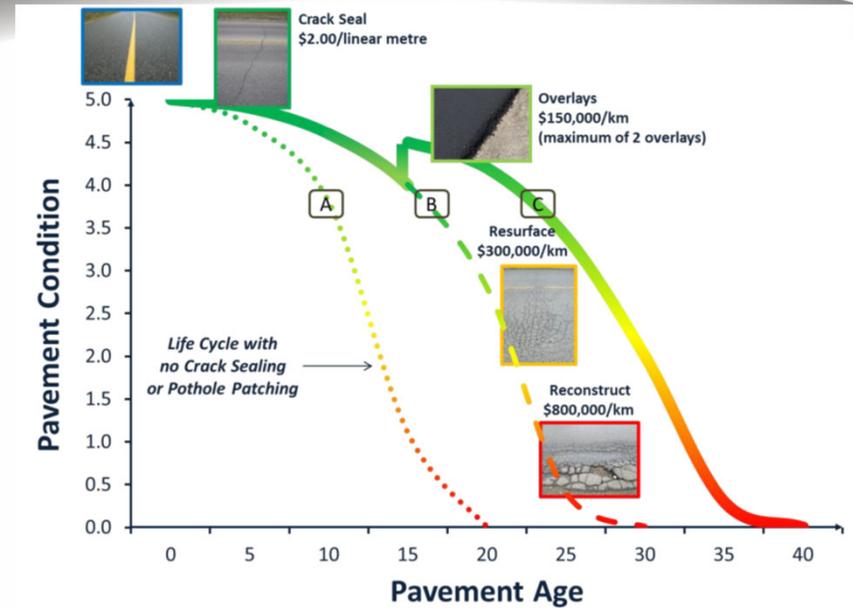
**Community Benefits:** Increased visibility, accountability, and stable local employment opportunities.

**Emergency Response:** Availability of staff for urgent situations like clearing downed trees after storms.

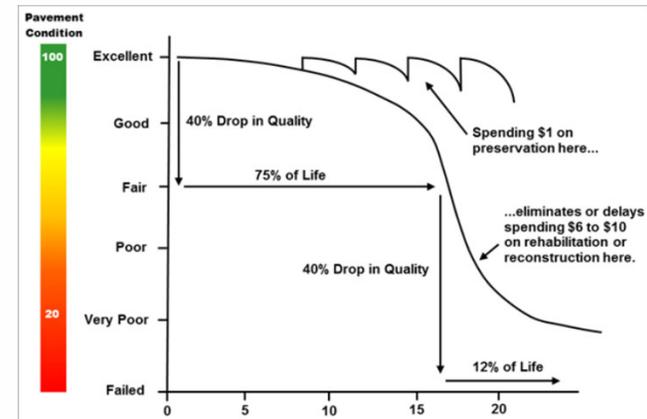
Type	Treatment	Unit Cost
Preventive Maintenance	Crack Sealing	\$3.0/L-m
Reactive Maintenance	Shallow Patching	\$60/m <sup>2</sup>
Resurfacing	Overlay (nominal 50 mm)	\$25/m <sup>2</sup> + (Crack Area Patching Cost*)
	Mill & Inlay (nominal 50 mm)	\$32/m <sup>2</sup> + (Crack Area Patching Cost*)
	Mill & Inlay (nominal 75 mm)	\$40/m <sup>2</sup> + (Crack Area Patching Cost*)
Major Rehabilitation	Full Depth Reclamation	\$50/m <sup>2</sup>
	Reconstruction	Local Road: \$150/m <sup>2</sup> Collector Road: \$165/m <sup>2</sup>

\* Crack Area Patching Cost = \$70/m<sup>2</sup> \* AFCA, where AFCA = all fatigue crack (%)

The above table highlights 2022 costs from the Road Condition Assessment Report



Above: Graph/visual from 2014 Lake County Roads department report



Above: Graph/visual from an Asset Management online source



# District of Barriere 2022 Roadway Data Collection and Pavement Management Plan



PRESENTED TO  
**TRUE Consulting**

SEPTEMBER 12, 2022  
ISSUED FOR USE  
FILE: 704-TRN.ASMT03065-01

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## APPENDIX SECTIONS

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### APPENDICES

Appendix A	Tetra Tech's Limitations on the Use of this Document
Appendix B	2022 Pavement Condition
Appendix C	Rehabilitation Program

## **LIMITATIONS OF REPORT**

This report and its contents are intended for the sole use of TRUE Consulting and their agents. Tetra Tech Canada Inc. (Tetra Tech) does not accept any responsibility for the accuracy of any of the data, the analysis, or the recommendations contained or referenced in the report when the report is used or relied upon by any Party other than TRUE Consulting, or for any Project other than the proposed development at the subject site. Any such unauthorized use of this report is at the sole risk of the user. Use of this document is subject to the Limitations on the Use of this Document attached in Appendix A or Contractual Terms and Conditions executed by both parties.

## 1.0 INTRODUCTION

### 1.1 General

Tetra Tech Canada Inc. (Tetra Tech) was retained by TRUE Consulting (TRUE) to collect pavement condition data for the District of Barriere (the District) and develop multi-year capital planning based on a Pavement Management System (PMS) analysis.

This report documents the methodology followed to collect and analyze the pavement data, reports the existing network pavement condition, conduct a life-cycle-cost analysis of all pavement asset and develops a capital rehabilitation work plan based on the 2022 pavement condition and the District's current funding level.

All data and results have been linked to an ESRI based GIS and are transmitted to TRUE in digital form as part of the reporting task for this project.

### 1.2 Project Definition

The District's roadway network consists of approximately 27.7 centerline-km of paved road including 3.9 centerline-km of Collector Road and 23.8 centerline-km of Local Road. Table 1 with a breakdown of the pavement data collection activities.

**Table 1: Roadway Data Collection**

Road Classification	Centreline Length (km)	Pavement Distress	Roughness (IRI)	Rut Depth	Roadway Imagery	LCMS Imagery
Collector	3.9	✓	✓	✓	✓	✓
Local	23.8	✓	✓*	✓	✓	✓

\* Where survey speeds of at least 25 km/h could be met. Slower data collection speed generally occurs at the start and end of roads and where the driver decides that a faster speed is not safe.

### 1.3 TRUE Provided Information

The TRUE provided the following datasets to be incorporated into the 2022 PMS development:

- GIS shapefile of road centerlines;
- Roadway classification; and
- Unit costs for a list of typical treatment types.

## 2.0 NETWORK DEFINITION BASED ON LINEAR REFERENCING

Tetra Tech considers correctly referenced data to be one of the most important aspects of pavement data management. Location referencing is the method whereby the pavement distress, historical data, and road attribute data are referenced to the basic road inventory.

The linear referencing used a standardized methodology (based on PolylineM) for the pavement segments in a Geographic Information System (GIS). These polylines called “Routes”, allow data defined by a linear distance from the origin of the line to be linked to the correct location along the polyline (Figure 1). Tetra Tech reviewed the roadway centerline layer provided by TRUE and found the network definition to be complete and accurate for defining the data collection and pavement management analysis.

The list of roads for data collection was developed in conjunction with the District. This list became the data collection “Master List” used for all field activities, including the necessary location descriptions and lengths so that the collection would be as complete and accurate as possible. The process defined a data collection direction for each roadway in the District’s network so that future data collection can use the same directionality where possible can be accurately compared. The Master List was also used in field quality control as the base layer for the “TT Surveyor” application. TT Surveyor graphically displays the status and logs the completion of each segment during collection along with any relevant field notes during the data collection program.

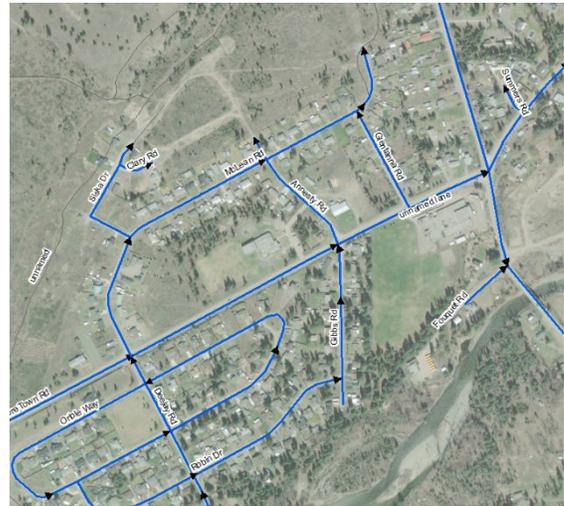


Figure 1 - Example of the District Routes in GIS

### 3.0 PAVEMENT DATA COLLECTION

#### 3.1 Field Pavement Data Assessment

Georeferenced pavement condition assessments were conducted with one of Tetra Tech’s Pavement Surface Profiler (PSP-7000) vehicles. The PSP was used to collect automated pavement surface distresses, International Roughness Index (IRI), and digital image logs for the roadways.

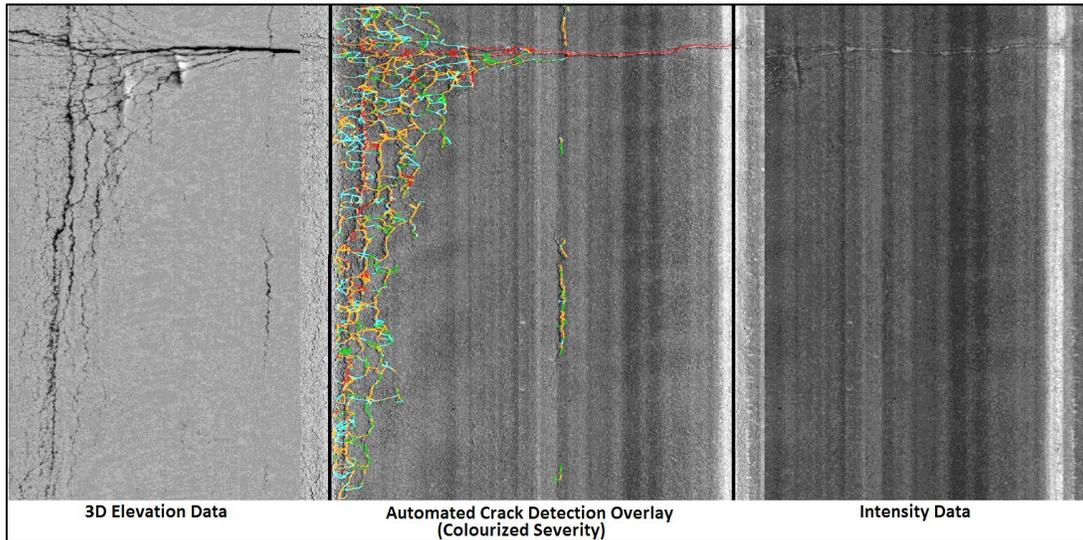
Tetra Tech collected the pavement condition data on 27.7 lane-km of the District’s paved road network in May 2022. The survey was generally conducted in the northbound or eastbound lanes of each road segment.



Figure 2 - Tetra Tech's PSP-7000 Vehicle

### 3.1.1 Pavement Surface Distress

Tetra Tech performed automated surface condition measurements with a 3D Laser Crack Measurement System (LCMS). The LCMS produces detailed 3D elevation maps of the pavement surface, which are used to automatically detect and classify surface distresses. The system detects and classifies cracks based on pavement surface elevation changes and differences in surface colour. The elevation data is automatically processed to generate severity and extent measures for cracks and other roadway distress types (Figure 3).



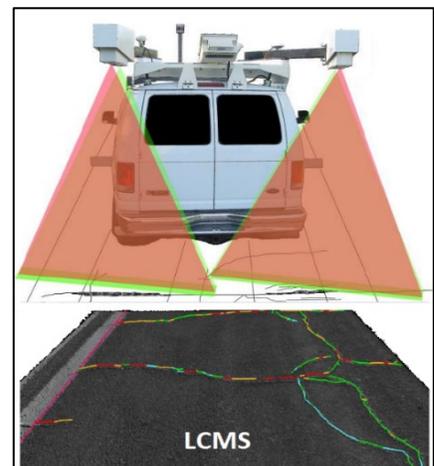
**Figure 3 – Example Automated Distress Detection using LCMS**

Distress data on all paved roads was consistent with ASTM D6433 methodology, whereby individual distresses are rated based on severity and extent. Surface distresses were inventoried for the width of the surveyed lane. The data was provided at a maximum interval of 50 m.

For this assignment, the recorded distresses included:

- Alligator Cracking (including longitudinal fatigue cracking)
- Longitudinal Cracking (excluding fatigue cracking)
- Transverse Cracking
- Weathering
- Raveling
- Potholes
- Rutting

Cracking associated with patching (within patches or around patches) is similarly captured by the LCMS, as cracking. Therefore, patching and utility cuts were not rated as a separate distress.



**Figure 4 - Representation of the LCMS**

### 3.1.2 Front and Top Down Digital Images

Digital images were collected for all PSP surveys using an integrated Digital Imaging System. This system provides a forward looking, right-of-way (ROW) full roadway view (the digital image spans from left side ROW to right side ROW). The imaging system provides a fully referenced record of the roadway corridor at the time of survey for the identification, inventory, and referencing of all infrastructure and appurtenances located within the driven ROW. Images are organized in folders for each roadway and delivered at a nominal spacing of 6 m. The direct linking of the ROW images into the project GIS was used as a data quality assurance tool. It provides users the ability to “virtually drive down the street” while sitting at their desk and was used in the validation of the condition data and analysis results.

In addition, the LCMS includes a high-resolution 2D imaging system with optics designed to increase the contrast and visibility of both small longitudinal and transverse cracks in roadways. Through precise laser and camera synchronization, it can capture high-resolution images of surfaces (Top Down) while travelling at normal traffic speeds. Figure 5 shows an example of PSP-7000 digital front and top down imagery.



**Figure 5 - Example of PSP-7000 Digital Image Log (Front & Top Down) – Mountain Rd.**

### 3.1.3 Pavement Roughness (IRI) and Rut Depth

The PSP-7000 vehicle’s roughness measurement capabilities are provided by an inertial profiling system, which is a FHWA Class II profiler and ASTM E950, AASHTO M328-10 and AASHTO PP70-10 compliant. Roughness data was collected and processed to provide International Roughness Index (IRI) using a high precision laser sensor array and two-wheel path accelerometers. Data collection and processing for this project was conducted in conformance with the “Best Practice Guidelines”, as described in the Transportation Association of Canada document “Standardization of IRI Data Collection and Reporting in Canada.”

The roughness data was provided for all segments where the data collection platform was able to record valid roughness data. The system requires survey speeds greater than 25 km/h for valid IRI measurements. Invalid IRI data will be shown as blank and marked as “Under Speed Threshold (UST)” in the sample data spreadsheet.

Transverse profile rut measurements were collected using the LCMS. Rut depths are calculated for the left and right wheelpath using, depending on lane width, 3,000 to 4,000 relative height measurements across the survey lane.

IRI and Rut depth data was provided at maximum intervals of 50 m.

## 4.0 PAVEMENT CONDITION INDICES

A pavement condition index is a value which expresses the overall condition of a pavement by considering various factors such as surface distresses, structural defects, and ride quality. The selection of an appropriate pavement condition index depends on the objectives of whatever system is used to manage a particular pavement network. The following indices were used for this project:

- Pavement damaged surface area indices, for performance modelling and treatment selection.
- Pavement Condition Index (PCI) according to ASTM D6433 to report the overall pavement condition at the network level and useful for comparison to other municipalities.
- Pavement surface ruts depth (RUT); excessive rutting can pose a safety concern in wet weather on higher traffic speed roadways.
- Pavement Roughness (IRI) to quantify riding comfort and compare to historical condition.

### 4.1 Pavement Damaged Surface Area Indices

The individual pavement surface distresses are an important element of pavement management. They are of particular use in the treatment selection process. Tetra Tech uses the individual pavement surface distress indices as defined by the World Bank's Highway Development and Management Road Deterioration and Works Effects (HDM - RDWE) models.

The pavement cracking is classified into two categories: structural cracking and non-structural cracking. Each of these two categories of cracking are divided into a low and a high severity. The structural and age-related cracks are included in the fatigue crack index which is defined as the percent of the pavement surface area with load and age-related fatigue cracks including: alligator cracking and wheelpath longitudinal cracking. It is modelled as:

- AFCL (%): Narrow Fatigue Cracking Area;
- AFCW (%): Wide Fatigue Cracking Area; and
- AFCA (%): All Fatigue Cracking Area (AFCL+ AFCW).

The non-structural cracks are included in a thermal crack index which is defined as the percent of pavement surface area with cracks that are induced by low temperature as well as other non-structural cracking. The index includes transverse cracking and non-wheelpath longitudinal cracking such as joint cracking. It is defined as:

- TCL (%): Narrow Thermal and Other Cracking Area;
- TCW (%): Wide Thermal and Other Cracking Area; and
- TCA (%): All Thermal and Other Cracking Area (TCL + TCW).

The ACA Index is defined as total area of cracking including all fatigue cracks and thermal cracks:

- $ACA (\%) = AFCA + TCA.$

These Cracking Indices are usually easily understood by the general public and municipal council because they represent what is visible on the road irrespective of the cause of the cracking. The fatigue cracking is very important and has the largest impact on maintenance and rehabilitation costs. It is often caused by traffic loading and indicates where pavements may need strengthening, deeper patching repairs, or even replacement. Thermal and most other

cracks are less of a concern; however, when unsealed they can allow moisture to enter the roadbed and ultimately lead to loss of strength.

Raveling is the dislodging of coarse aggregate particles. Raveling may be caused by insufficient asphalt binder, poor mixture quality, insufficient compaction, segregation, or stripping. Weathering is the wearing away of the asphalt binder and fine aggregate matrix primarily through oxidization of the bitumen due to age and environment. Since 2009, ASTM has treated these two distresses separately because the mechanism causing these distresses is different. They have, therefore, been recorded separately in this report:

- WRL (%): Low severity Weathering Area;
- WRH (%): Moderate to High severity Weathering Area; and
- RVH (%): Moderate to High severity Raveling Area.

## 4.2 Pavement Condition Index (PCI)

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The PCI is a standard index commonly used in North America. It is therefore useful for comparing the overall condition of one agency's network to other agencies. It expresses the condition of the pavement surface as a function of the severity and extent of the visible surface distresses. The PCI is a numerical rating that ranges from 100 to 0 with 100 as the best possible condition and 0 as the worst possible condition. The PCI is determined using the methodology documented in the American Society for Testing and Materials standard ASTM-D6433.

## 4.3 Pavement Rutting

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The pavement surface ruts can pose safety concerns where they are deep enough to affect the handling characteristics of a vehicle at higher speeds and can affect the ability of an agency to effectively clear snow and ice in the winter. The rut depth is measured in millimetres and the average of the inner and outer wheelpath rut depths has been used for the condition report and pavement performance modelling.

## 4.4 Pavement Roughness

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Pavement roughness is a measure of the irregularities in the surface of a pavement that adversely affect the ride quality from a vehicle or user standpoint. The roughness is attributed to deviations of the surface from a true plane with characteristic dimensions that affect vehicle dynamics, ride quality, dynamic loads and drainage, expressed as the International Roughness Index (IRI). The IRI is calculated from a measured longitudinal profile as the vertical suspension motion divided by distance travelled of a quarter-car model. It is reported in millimetres per metre (mm/m) or equivalently metres per kilometre (m/km).

Since its introduction in 1986, IRI has become the road roughness index most commonly used worldwide for evaluating and managing higher speed road systems. Vehicle operating costs including fuel consumption, tire wear, and depreciation rise with increasing roughness and have been correlated to IRI. Even on a lower speed municipal network, due to the high repeatability of IRI measurements, it is also a good indicator of overall network health for comparison to a future year's pavement condition survey.

## 5.0 POPULATE DATABASE AND PAVEMENT CURRENT CONDITION

The condition indices of each 50 m sample unit, the roadside inventory data and other important information were transformed and consolidated into analysis segments using the dynamic data transfer functions within the analysis software. The analysis segments are generally block-to-block segments that are used to aggregate raw data into longer management segments that will become the basis for rehabilitation projects.

### 5.1 2022 Paved Road Condition

As described in Section 4, PCI, damaged surface area indices, Rut and IRI are used to report pavement condition status. The current status is based on the average values within each pavement management segment and weighted by centreline length. Table 2 provides a breakdown of the average pavement condition in 2022 for the District's roadway network. Detailed tabular data of 2022 pavement condition indices are presented in Appendix B.

**Table 2: Average 2022 Pavement Condition**

Road Class	Length (km)	Fatigue Crack (AFCA, %)	Thermal and Other Crack (TCA, %)	Total Cracking (ACA, %)	PCI	RUT (mm)	IRI (mm/m)
Local	23.8	2.2	5.3	7.5	71	3.9	3.76
Collector	3.9	1.8	6.3	8.1	80	4.0	1.94
Total	27.7	2.1	5.4	7.5	72	3.9	3.50

As can be seen in Table 2, the District has approximately 2% of fatigue cracking on both collector and local road network. However, it appears that the network has over 5.0% in average of thermal and other cracks, these cracks are mostly due to low temperature or reflective cracks from an underlying layer. Figure 6 shows an example of extensive thermal and other crack on Robin Dr.



**Figure 6 – Low Severity of Thermal and other Crack - Segment located on Robin Dr.**

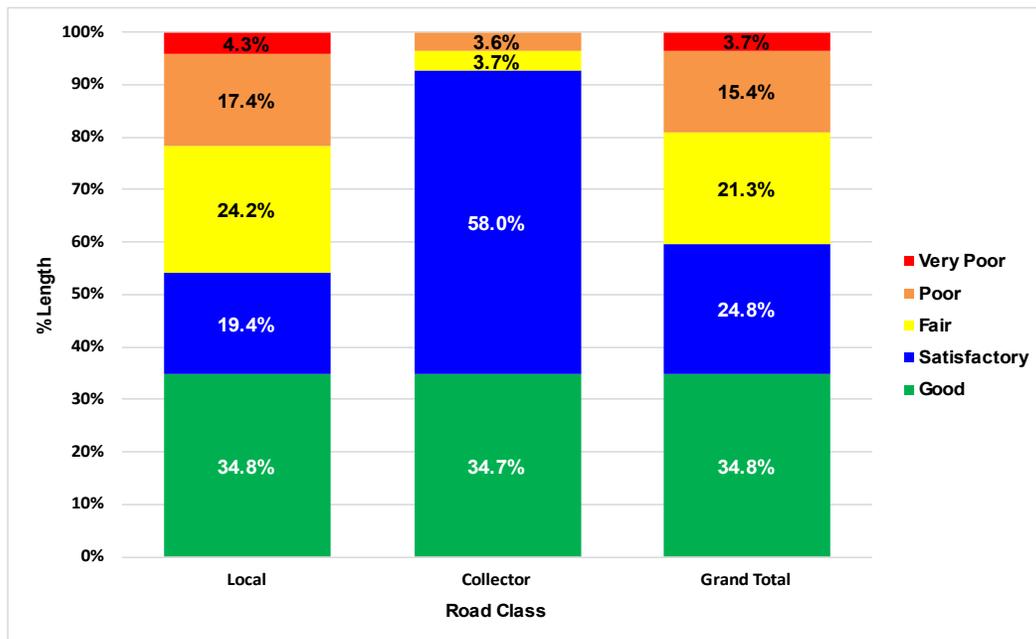
Pavement condition represented by PCI, ACA, and IRI can be classified into five categories as good, satisfactory, fair, poor or very poor. Table 3 provides the range of values used for each condition description. The maps displaying the 2022 PCI and AFCA are presented in Appendix B.

**Table 3: Index Ranges for Condition Description**

Rating	PCI <sup>1</sup> (%)	Cracking Index (ACA %)	IRI (mm/m) <sup>2</sup>		Colour Code
			COL	LOC	
Good	85 – 100	0 – 1	< 2.28	< 2.86	
Satisfactory	70 – 85	1 – 5	2.28 – 3.59	2.86 – 4.49	
Fair	55 – 70	5 – 10	3.59 – 4.54	4.49 – 5.69	
Poor	40 – 55	10 – 30	4.54 – 6.25	5.59 – 8.08	
Very Poor	0 – 40	30 – 100	> 6.25	> 8.08	

1. The PCI is based on ASTM D6433  
 2. The IRI condition range is based on (Yu, Chou, & Yau, 2006), normal travel speed of 50 km/h for COL and 40 km/h for LOC.

The distribution of PCI values for the network and for each roadway classification are shown in Figure 7. The road segments in poor to very poor condition are defined as “backlog roads”. The figure indicates that the District currently has 19.1% of its pavements, or approximately 5.3 centerline km of roadway in backlog with PCI< 55 in 2022.



**Figure 7 - 2022 Pavement Condition Distribution in Terms of PCI**

The distribution of ACA values for the network and for each roadway classification is shown on Figure 8. The figure indicates that the District has 23% of the network in poor condition in 2022.

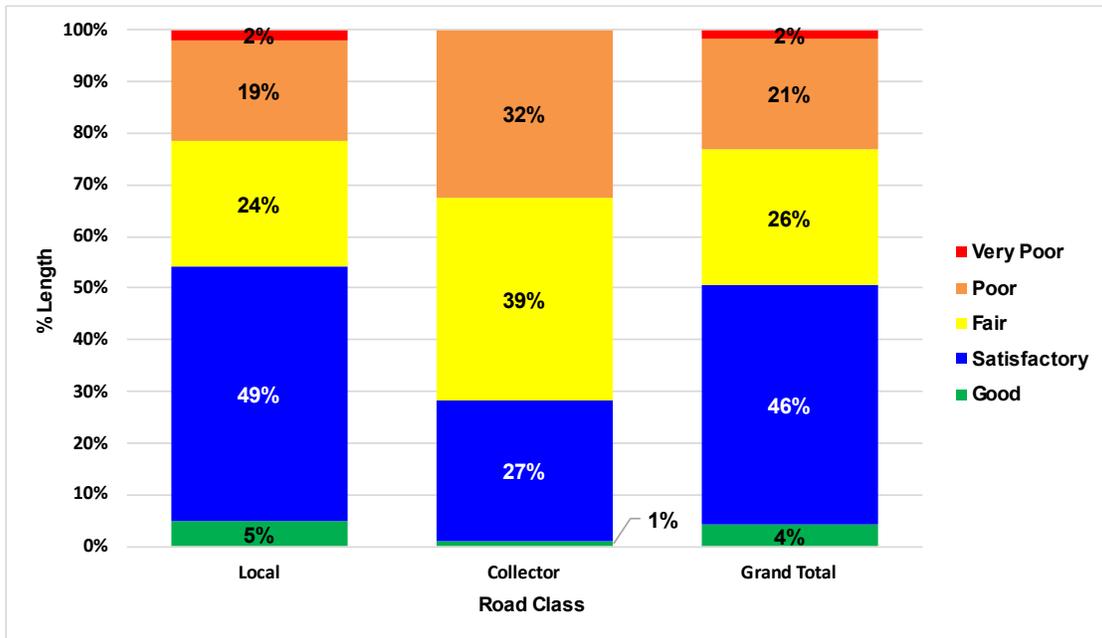


Figure 8 - 2022 Pavement Condition Distribution in Terms of ACA

## 6.0 ANALYSIS METHODOLOGY

### 6.1 Pavement Performance Modelling

Tetra Tech used the World Bank’s Highway Development and Management (HDM) modelling framework that has been developed and updated by a worldwide team of experts over more than 20 years. These models, when locally calibrated, can predict the propagation of individual distresses such as cracking indices (AFCL, AFCW, TCL and TCW), rutting, and roughness. Figure 9 illustrates the progression of these models from required inputs through to predicted condition. Tetra Tech have been calibrating these models in the western Canada since the late 1990s.

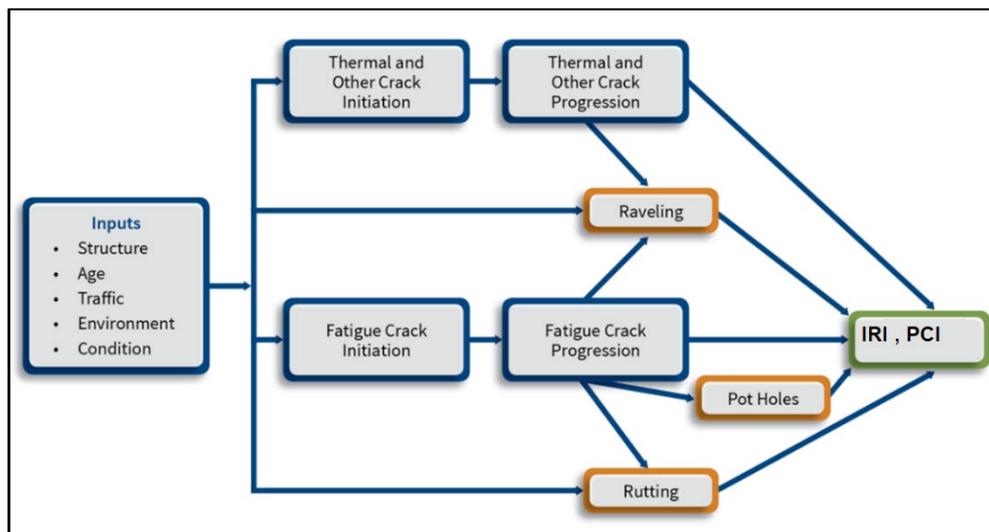


Figure 9 - Predicting Pavement Performance

This enables systems using these models to select appropriate treatments, and to accurately assess current condition and value.

The modelling of severity and type of cracking enables true life cycle cost analysis because the cost of maintenance and rehabilitation treatments is highly dependent on the extent of cracking to be repaired. If cracking is left unrepaired maintenance costs increase, most noticeably in the form of pothole patching. This enables systems using these models to select appropriate treatments, and to accurately assess current condition and value.

Pavement condition forecasts are based on models developed and used for other municipalities in the southern interior of BC. They are based on typical climatic conditions and exclude extreme climatic events.

## 6.2 Rehabilitation and Maintenance Treatments

Maintenance and rehabilitation treatments used were established and confirmed with TRUE's input. The treatments and their unit costs are shown in Table 4. Typically, crack sealing and surface patching are considered maintenance treatments and the other treatments are considered resurfacing/major rehabilitation treatments.

**Table 4: Treatments and Unit Costs used in the Analysis**

Type	Treatment	Unit Cost
Preventive Maintenance	Crack Sealing	\$3.0/L-m
Reactive Maintenance	Shallow Patching	\$60/m <sup>2</sup>
Resurfacing	Overlay (nominal 50 mm)	\$25/m <sup>2</sup> + (Crack Area Patching Cost*)
	Mill & Inlay (nominal 50 mm)	\$32/m <sup>2</sup> + (Crack Area Patching Cost*)
	Mill & Inlay (nominal 75 mm)	\$40/m <sup>2</sup> + (Crack Area Patching Cost *)
Major Rehabilitation	Full Depth Reclamation	\$50/m <sup>2</sup>
	Reconstruction	Local Road: \$150/m <sup>2</sup> Collector Road: \$165/m <sup>2</sup>

\* Crack Area Patching Cost = \$70/m<sup>2</sup> \* AFCA, where AFCA = all fatigue crack (%)

### 6.2.1 Treatment Triggers

The feasibility of applying a treatment on a given analysis segment is usually limited by physical or other constraints. For example, thick overlays cannot be directly applied to segments with curb and gutter. Similarly, a treatment should never be applied in the absence of any surface distress and an overlay should not be considered if the pavement is too severely distressed. A set of “triggers”, shown in Table 5, were developed so that only feasible treatments are explored.

**Table 5: Maintenance and Rehabilitation Triggers**

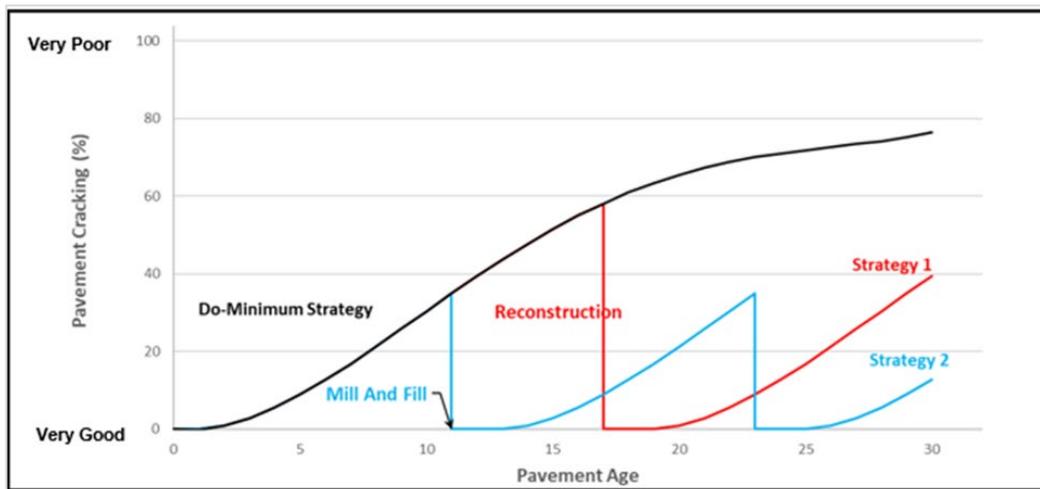
Type	Curb Existence	Trigger Criteria	Variable
Crack Sealing	-	AFCL >1% or TCL > 1%	AFCL: Narrow fatigue crack (%) AFCW: Wide fatigue cracking (%) AFCA: All fatigue cracking (%) TCL: Narrow thermal cracking (%) TCW: Wide thermal cracking (%) PCI: Pavement Condition Index
Shallow Patching	-	AFCW >1% or TCW > 2% or Pothole	
Overlay (50 mm)	No	<b>Local:</b> (10%< AFCA <25% Or PCI < 55) <b>Collector:</b> (8%< AFCA <25% Or PCI < 60)	
Mill &Inlay (50 mm)	Yes	<b>Local And</b> (10%< AFCA<25% Or PCI < 55)	
Mill &Inlay (75 mm)	Yes	<b>Collector And</b> (10%< AFCA <25% Or PCI < 60)	
Full Depth Reclamation	No	AFCA ≥ 25%	
Reconstruction	Yes		

### 6.2.2 Treatment Resets

With the selection and application of any given rehabilitation treatment, the condition of a road will improve. For example, with the treatment of 50 mm overlay, ruts would be filled, cracking would be overlaid with localized repair of fatigue cracks, roughness would decrease, and strength would increase. Therefore, to predict performance over time and account for and compare possible interventions, the performance models must adjust the measured and forecast distress data to reflect the application of the treatment. These changes to the value of the analysis variables as a result of the application of a treatment are called resets. Some substantial rehabilitation treatments, such as reconstruction, might reset virtually all the analysis variables.

### 6.3 Life Cycle Cost Analysis

The objective of pavement management is to provide and preserve the network of pavements as economically as possible (lowest life cycle cost). Tetra Tech used Deighton’s Total Infrastructure Management System (dTIMS), that is programmed by Tetra Tech engineers to perform Life Cycle Cost Analysis (LCCA). There are usually several alternative strategies for preserving a given pavement segment. Each alternative strategy includes one or more treatment options. Each alternative strategy is also associated with different routine maintenance and operating costs. Figure 10 illustrates three example strategies:



**Figure 10 - Life Cycle Cost Analysis Example**

- The Do-Minimum strategy (base case strategy);
- Strategy 1 – Comprises a Reconstruction; and
- Strategy 2 – Comprises two Mill and Fill treatments.

The do-minimum strategy will result in no capital/ rehabilitation costs but extremely high reactive maintenance and operating costs. It will also have associated with it a large rehabilitation “debt”. Strategy 1 will have a higher initial treatment cost than Strategy 2; however, Strategy 2 involves two lower cost treatments spread over a period of several years. For a given road, it is not immediately obvious which strategy or even which year of strategy initiation results in the lowest possible operating and maintenance cost. Indeed, for a network it is generally not possible to pick the best option for each road segment as that may exceed the available funding in one or more years.

In this study several initial rehabilitation treatments such as mill/fill, full depth reclamation, and reconstruction are considered. However, the timing of the initiation of a rehabilitation treatment is also variable. There is a window of opportunity to apply an overlay that spans several years. The amount of cracking and pavement failure that must be deep patched prior to application of the overlay increases in each year so the overall cost of the overlay increases each year. The analysis is further complicated by the fact that subsequent treatments can also be applied over a span of several years. In fact, for a given road segment there are potentially hundreds of feasible strategies, each with its own stream of predicted pavement conditions, (as defined by the models and the resets), its own stream of rehabilitation and maintenance costs and its own stream of benefits. Without a definition of “Cost and Benefit” it is not immediately obvious which strategy or even which year of strategy initiation results in the most cost-effective strategy.

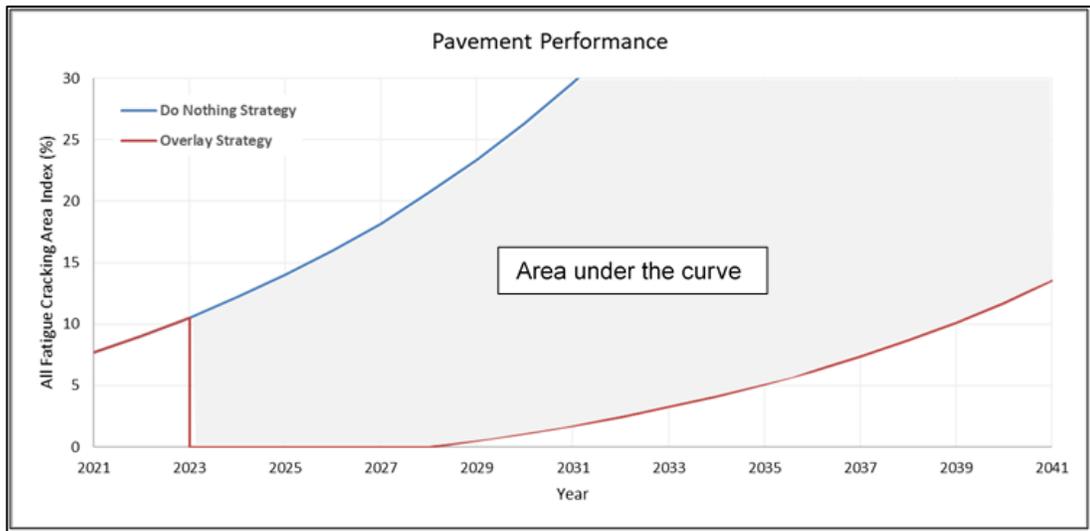
The overall cost of rehabilitation treatments, routine maintenance and operating costs required to preserve the pavement under a given strategy scenario is called the Life Cycle Cost (LCC) of the strategy. In general, the LCC of a pavement is defined as the total cost over the analysis period expressed in terms of today’s cost i.e. Present Value (PV). The total costs include four parameters:

$$\text{LCC}_{pv} = \text{CC} + (\text{R}+\text{M})\text{C}_{pv}$$

Where:

<b>LCC<sub>pv</sub></b>	Present Value of all Life Cycle Costs
<b>CC</b>	Initial construction costs of the pavement structure
<b>(R+M)C<sub>pv</sub></b>	Present value of the sum of all rehabilitation and maintenance costs over the analysis period

Note however, when planning preservation, the original pavement structure already exists. Therefore, the initial construction cost term, CC, does not apply. It is assumed that each paved road would remain beyond any analysis period, therefore, salvage cost has not been considered.



**Figure 11 - Example of Calculating the Benefit for an Overlay Strategy**

### 6.3.1 Method to Measure Benefit

One method to derive the benefit is to multiply the area under the pavement performance curve by the length of the pavement segment (so that longer segments with higher cost also have higher benefit). The Area under the Curve was calculated by summing the present value of the difference between the condition index (such as damaged surface area index) resulting from a strategy and the condition index for the do-nothing strategy (base case strategy) for each year in the analysis period. A strategy is a collection of treatments over time that addresses the deficiency of the road segment. Figure 11 shows an example of calculating the benefit for a strategy with one overlay, early in the 20-year analysis period.

Up to this step, all things being equal, a local road with the same amount of cracking area would rank equally with a collector road. The collector road would have more traffic and should be a clear priority since there are insufficient funds to address all roads in the network at once. Therefore, a user priority factor is required to be combined with pavement condition data.

Table 6 shows user priority factors developed based on road classification and route type.

**Table 6: User Priority Factor**

Road Class/ Route type	User Priority Factor
Collector Road	2
Local Road	1

To sum up, the benefit was defined combining both condition and user factor, as shown in the following formula:

$$\text{Benefit} = \text{Present Value of Area under Pavement Performance Curve} \times \text{User Priority Factor}$$

### 6.3.2 Budget Scenarios

In order to assist the District with its decision-making process, the following funding levels (Table 7) were modelled from 2023 to 2042.

**Table 7: Capital Budget Scenarios for Pavement Rehabilitation (2023 - 2042)**

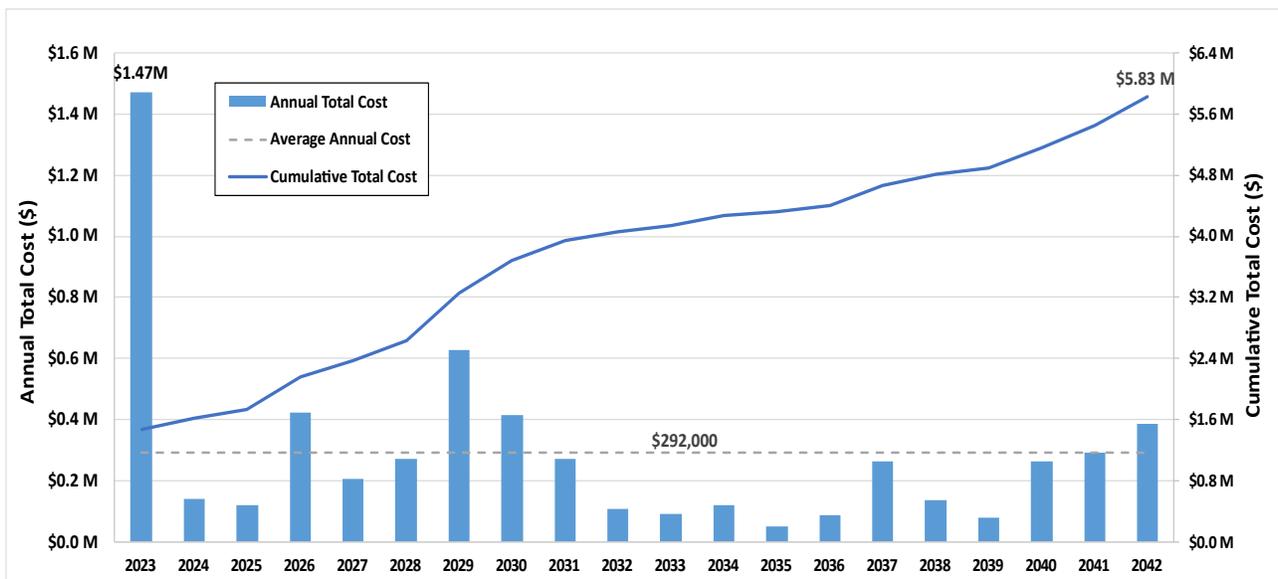
Budget Scenario	Annual Capital Budget
1	Maintenance Only
2	\$150,000
3	\$200,000
4	\$250,000
5	Unconstrained Budget (Needs Assessment)

These funding scenarios are expressed in **2022 dollars**. It is noted that routine maintenance (Crack Seal and Patching) costs are part of a separate operations budget and therefore do not use the available capital budgets.

## 7.0 ANALYSIS RESULTS

### 7.1 Needs Assessment (Unconstrained Budget Analysis)

An unconstrained budget, also called a needs-based budget, represents the funding stream for the theoretical scenario where funding could be provided for each road segment in the first year that a rehabilitation trigger is reached. This is not intended to be a practical scenario. However, it will demonstrate the maximum amount of work that could be done based on the condition data and treatment triggers. Figure 12 summarizes the rehabilitation costs based on the unconstrained budget scenario. Under this theoretical scenario, the District would require around \$1.47 million in the first year for rehabilitation and roadway maintenance of the roadway network. In total, \$5.83 million (\$292,000 per year) will be required for pavement rehabilitation and roadway maintenance over a 20-year period to address all of the triggered needs at the earliest possible time.



**Figure 12 - Rehabilitation Needs based on Unconstrained Budget Scenario**

## 7.2 Constrained Budget Analysis

For this study, several budget scenarios were used to determine the effect on paved roadway network performance. The optimization method chosen was to maximize the present value of the pavement asset, weighted by User Priority Factors. This optimization effectively minimizes total cracking and especially high severity cracking because the asset value is defined as the as-new value minus the cost to repair those defects. Routine maintenance costs are excluded from the annual rehabilitation budgets.

Figure 13 shows the predicted average pavement condition in term of ACA and PCI for different annual capital budget levels. An annual capital budget of \$250,000 is needed to remain the network average condition for the next 20 years.

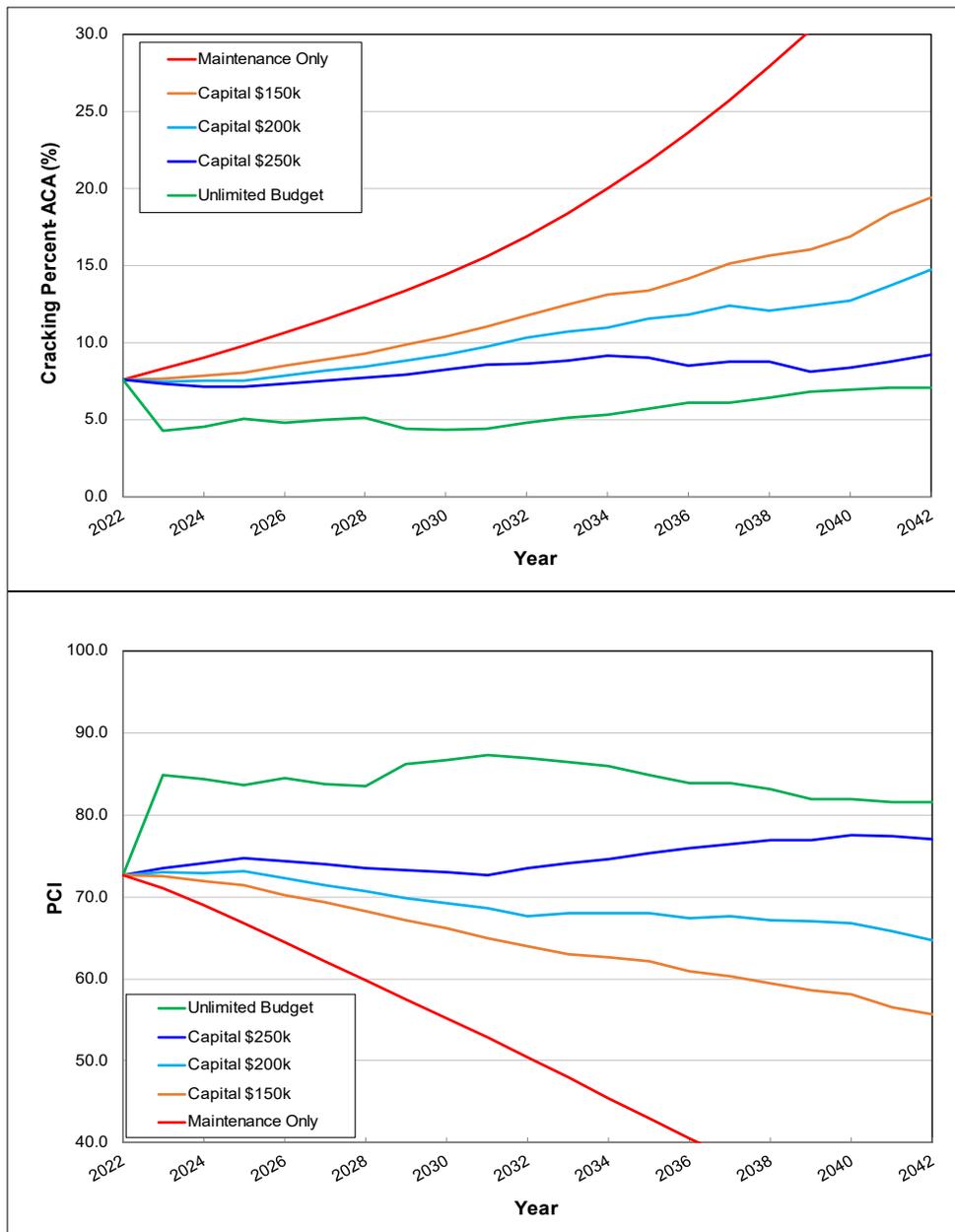


Figure 13 - Future ACA and PCI on Various Annual Capital Budget Scenarios

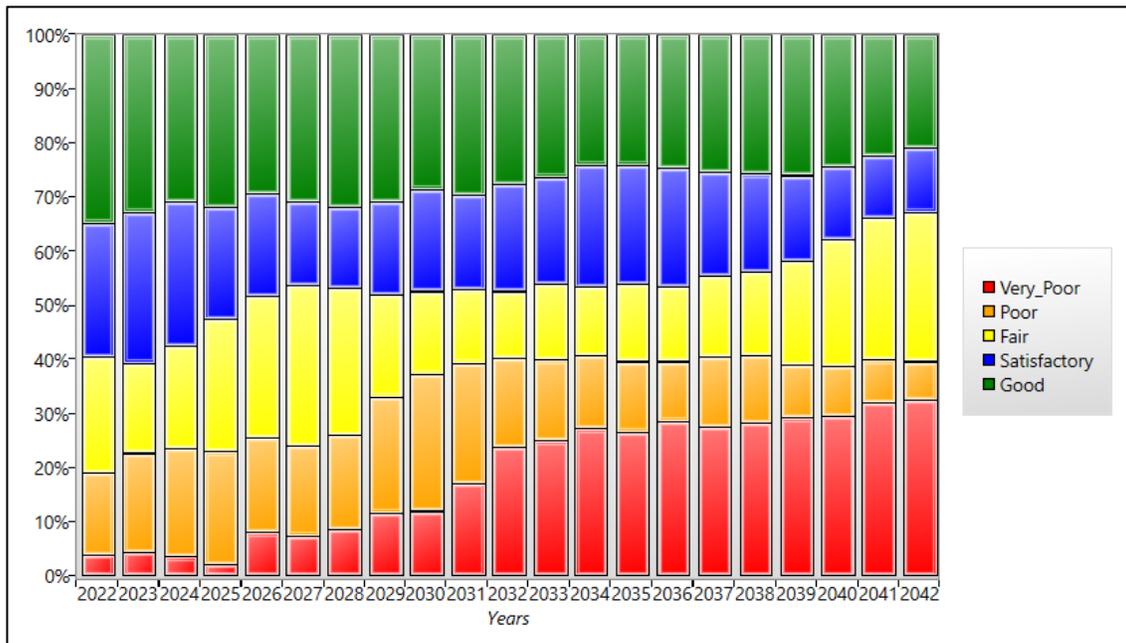
Table 8 shows a summary of a 20-year return on investment analysis for different budget scenarios. The return on investment (savings in maintenance cost and reduction in backlog in 2042) is increased with higher capital budgets. The table also shows that Maintenance Only is the most expensive in the long-term, considering that the network would deteriorate to the point where more costly rehabilitation and reconstruction would be necessary.

**Table 8: 20-Year Return on Investment for Different Budget Scenarios (\$, in Million)**

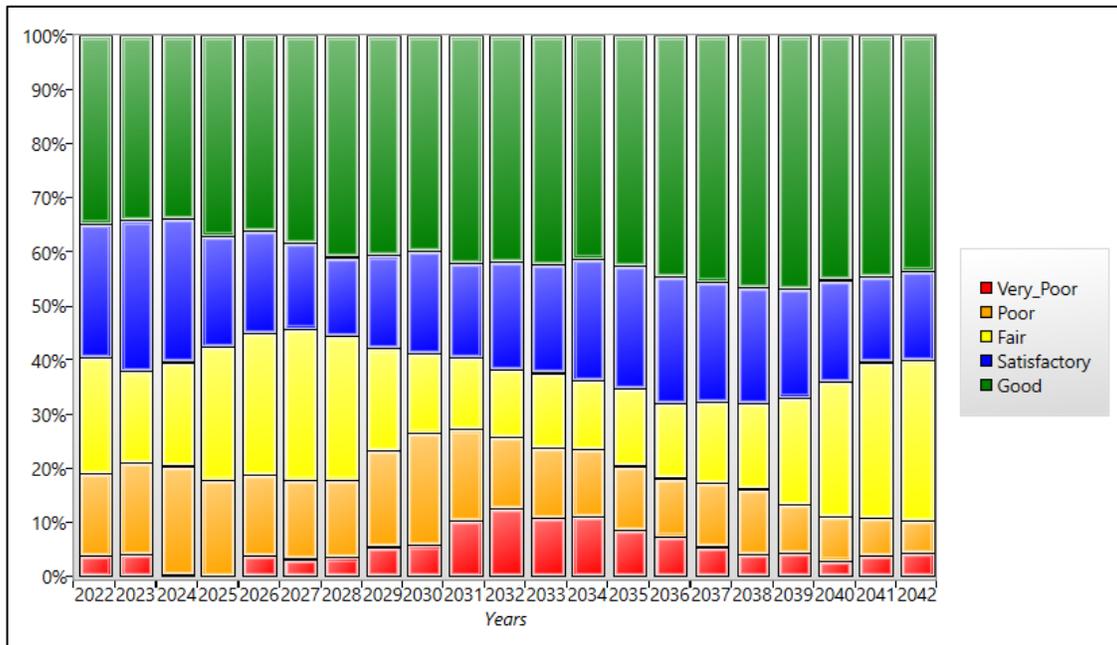
	Budget Scenarios			
	Maintenance Only	\$150 K / Year	\$200 K / Year	\$250 k / Year
Total Rehabilitation Cost (2023 to 2042)	0.0	2.88	3.86	4.86
Total Maintenance Cost (2023 to 2042)	2.65	1.56	1.22	0.87
Total Backlog Cost (in 2042)	7.79	3.84	2.61	1.17
Total Cost	10.44	8.28	7.69	6.90
Investment*	n/a	2.88	3.86	4.86
Return on Investment**		5.04	6.61	8.40

\*Investment cost = total rehabilitation cost  
 \*\*Return on investment = saving on total maintenance cost and backlog cost in 2042 compared to Maintenance Only strategy

Figure 14 and Figure 15 show predicted pavement condition distribution based on PCI at an annual capital budget of \$150,000 and \$250,000 respectively. With the annual capital budget of \$150,000, the percentage of pavement segments in poor and very poor condition (% of backlog) is projected to slowly increase in the next 10 years. on the other hand, the annual capital budget of \$250,000 program shows the network condition remains to the current status in the next 10 year, and slowly removing the backlog by the end of the 20-year analysis cycle.



**Figure 14 - Predicted PCI Distribution (\$150,000 / year Capital Budget)**



**Figure 15 - Predicted PCI Distribution (\$250,000 / year Capital Budget)**

### 7.3 Multi-Year Rehabilitation Program

A detailed twenty-year paving plan in tabular and five-year paving map based upon the District’s current \$150,000 capital budget (starting from 2023) for the paved roads network are provided in Appendix C. This program includes only the rehabilitation treatments (not routine maintenance) chosen by the analysis. The rehabilitation program suggested should be confirmed by completing project-level assessments and designs.

## 8.0 CONCLUSIONS AND RECOMMENDATIONS

Life-cycle cost analysis was conducted for each paved road segment. The purpose was to forecast the overall condition of the network with alternative budget scenarios, determine the long-term funding required to sustain the pavement network and backlog cost, and to develop a rehabilitation program.

Based on the needs-based scenario (unconstrained budget), the District would require around \$1.47 million in the first year for rehabilitation of the road network. To remove all backlog roads as they arise over a 20-year period, the District would require annual funding of \$292,000.

The constrained budgets investigated were annual capital budgets of \$150,000, \$200,000, and \$250,000 for the road network rehabilitation. A capital budget of \$250,000 per year would be necessary to maintain the pavement network condition.

The pavement rehabilitation plan is developed at a network-level based on the District’s current budget. At the time of implementation, project-level assessments and designs should be completed. The District should consider updating the plan with new data in four to five years. This will provide an opportunity to update deterioration model calibration, include new or rehabilitated pavements in the plan. This timeframe is consistent with other municipalities in western Canada.

## 9.0 CLOSURE

We trust this report meets your present requirements. If you have any questions or comments, please contact the undersigned.

Respectfully submitted,  
Tetra Tech Canada Inc.

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*2022 Sep 12*



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**PERMIT TO PRACTICE  
TETRA TECH CANADA INC.  
PERMIT NUMBER: 1001972**

## REFERENCE

Yu, J., Chou, E., & Yau, J.-T. (2006). Development of Speed-Related Ride Quality Thresholds Using International Roughness Index. Transportation Research Record, No. 1974, 47-53.

## APPENDIX A

### TETRA TECH'S LIMITATIONS ON THE USE OF THIS DOCUMENT

# LIMITATIONS ON USE OF THIS DOCUMENT

## DESIGN REPORT

### 1.1 USE OF DOCUMENT AND OWNERSHIP

This document pertains to a specific site, a specific development, and a specific scope of work. The document may include plans, drawings, profiles and other supporting documents that collectively constitute the document (the "Professional Document").

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Both electronic file and/or hard copy versions of TETRA TECH's Instruments of Professional Service shall not, under any circumstances, be altered by any party except TETRA TECH. TETRA TECH's Instruments of Professional Service will be used only and exactly as submitted by TETRA TECH.

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If any error or omission is detected by the Client or an Authorized Party, the error or omission must be immediately brought to the attention of TETRA TECH.

### 1.4 DISCLOSURE OF INFORMATION BY CLIENT

The Client acknowledges that it has fully cooperated with TETRA TECH with respect to the provision of all available information on the past, present, and proposed conditions on the site, including historical information respecting the use of the site. The Client further acknowledges that in order for TETRA TECH to properly provide the services contracted for in the Contract, TETRA TECH has relied upon the Client with respect to both the full disclosure and accuracy of any such information.

### 1.5 INFORMATION PROVIDED TO TETRA TECH BY OTHERS

During the performance of the work and the preparation of this Professional Document, TETRA TECH may have relied on information provided by third parties other than the Client.

While TETRA TECH endeavours to verify the accuracy of such information, TETRA TECH accepts no responsibility for the accuracy or the reliability of such information even where inaccurate or unreliable information impacts any recommendations, design or other deliverables and causes the Client or an Authorized Party loss or damage.

### 1.6 GENERAL LIMITATIONS OF DOCUMENT

This Professional Document is based solely on the conditions presented and the data available to TETRA TECH at the time the data were collected in the field or gathered from available databases.

The Client, and any Authorized Party, acknowledges that the Professional Document is based on limited data and that the conclusions, opinions, and recommendations contained in the Professional Document are the result of the application of professional judgment to such limited data.

The Professional Document is not applicable to any other sites, nor should it be relied upon for types of development other than those to which it refers. Any variation from the site conditions present, or variation in assumed conditions which might form the basis of design or recommendations as outlined in this report, at or on the development proposed as of the date of the Professional Document requires a supplementary exploration, investigation, and assessment.

TETRA TECH is neither qualified to, nor is it making, any recommendations with respect to the purchase, sale, investment or development of the property, the decisions on which are the sole responsibility of the Client.

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### 1.7 ENVIRONMENTAL AND REGULATORY ISSUES

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Unless so stipulated in the Design Report, TETRA TECH was not retained to explore, address or consider, and has not explored, addressed or considered any environmental or regulatory issues associated with the project specific design.

### 1.8 CALCULATIONS AND DESIGNS

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TETRA TECH may have undertaken design calculations and prepared project specific designs in accordance with terms of reference that were previously set out in consultation with, and agreement of, TETRA TECH's client. These designs have been prepared to a standard that is consistent with current industry practice. Notwithstanding, if any error or omission is detected by TETRA TECH's Client or any party that is authorized to use the Design Report, the error or omission should be immediately drawn to the attention of TETRA TECH.

### 1.9 GEOTECHNICAL CONDITIONS

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A Geotechnical Report is commonly the basis upon which the specific project design has been completed. It is incumbent upon TETRA TECH's Client, and any other authorized party, to be knowledgeable of

the level of risk that has been incorporated into the project design, in consideration of the level of the geotechnical information that was reasonably acquired to facilitate completion of the design.

If a Geotechnical Report was prepared for the project by TETRA TECH, it may be included in the Design Report as appropriate. The Geotechnical Report contains Limitations that should be read in conjunction with these Limitations for the Design Report.

### 1.10 APPLICABLE CODES, STANDARDS, GUIDELINES & BEST PRACTICE

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This report has been prepared based on the applicable codes, standards, guidelines or best practice as identified in the report. Some mandated codes, standards and guidelines (such as ASTM, AASHTO Bridge Design/Construction Codes, Canadian Highway Bridge Design Code, National/Provincial Building Codes) are routinely updated and corrections made. TETRA TECH cannot predict nor be held liable for any such future changes, amendments, errors or omissions in these documents that may have a bearing on the assessment, design or analyses included in this report.

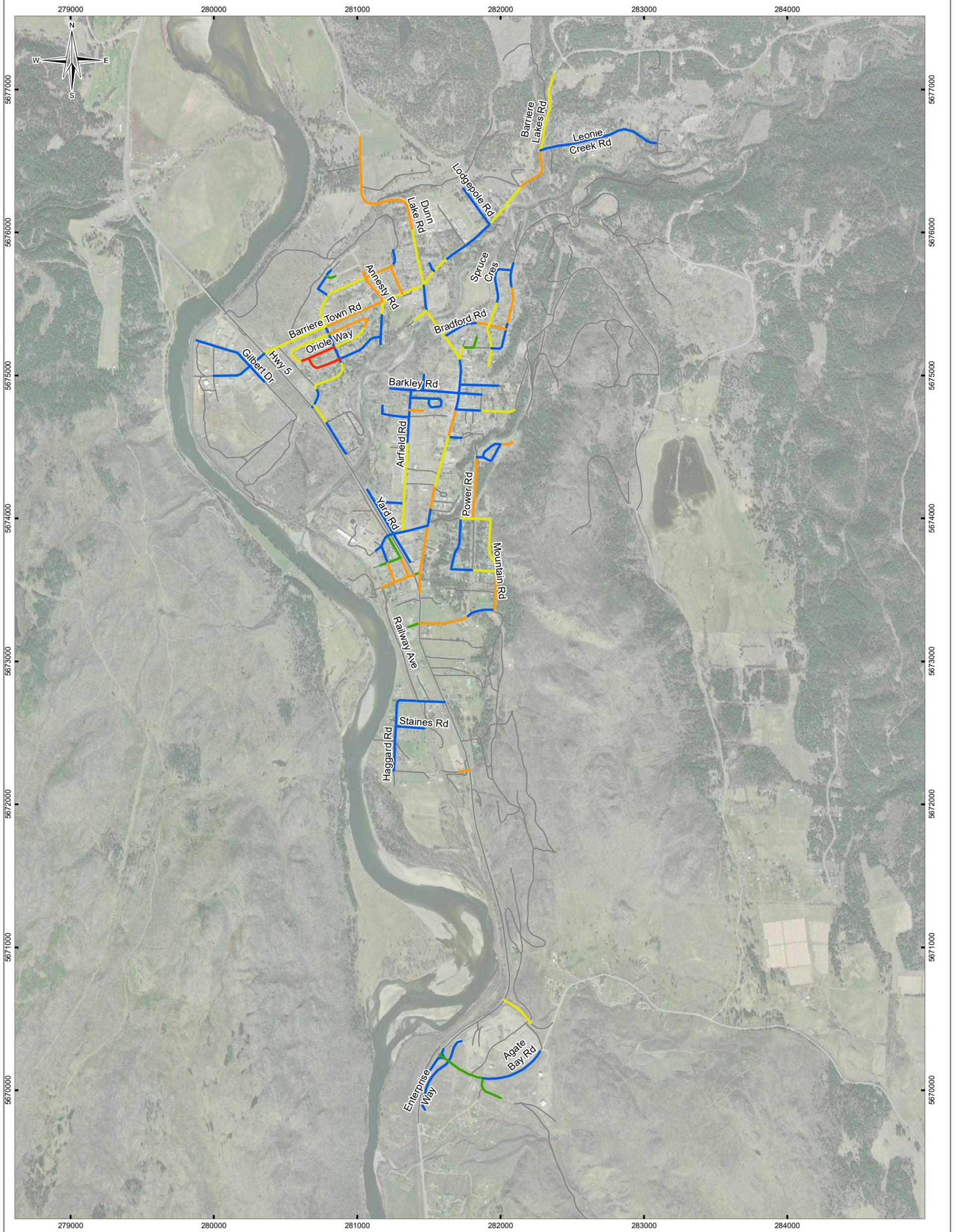
## APPENDIX B

### 2022 PAVEMENT CONDITION

Figure B1 – 2022 Percent All Cracking Area (ACA)

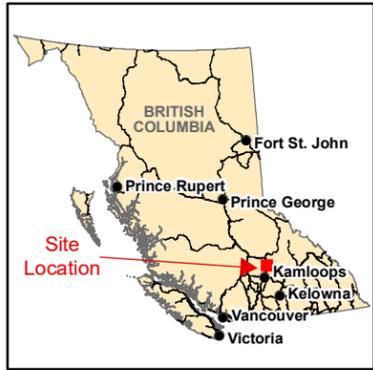
Figure B2 – 2022 Pavement Condition Index (PCI)

Appendix B - 2022 Pavement Condition Indices Spreadsheet



**LEGEND**

- District Roadway
- ACA (%)**
- Good (0 - 1)
- Satisfactory (1 - 5)
- Fair (5 - 10)
- Poor (10 - 30)
- Very Poor (30+)



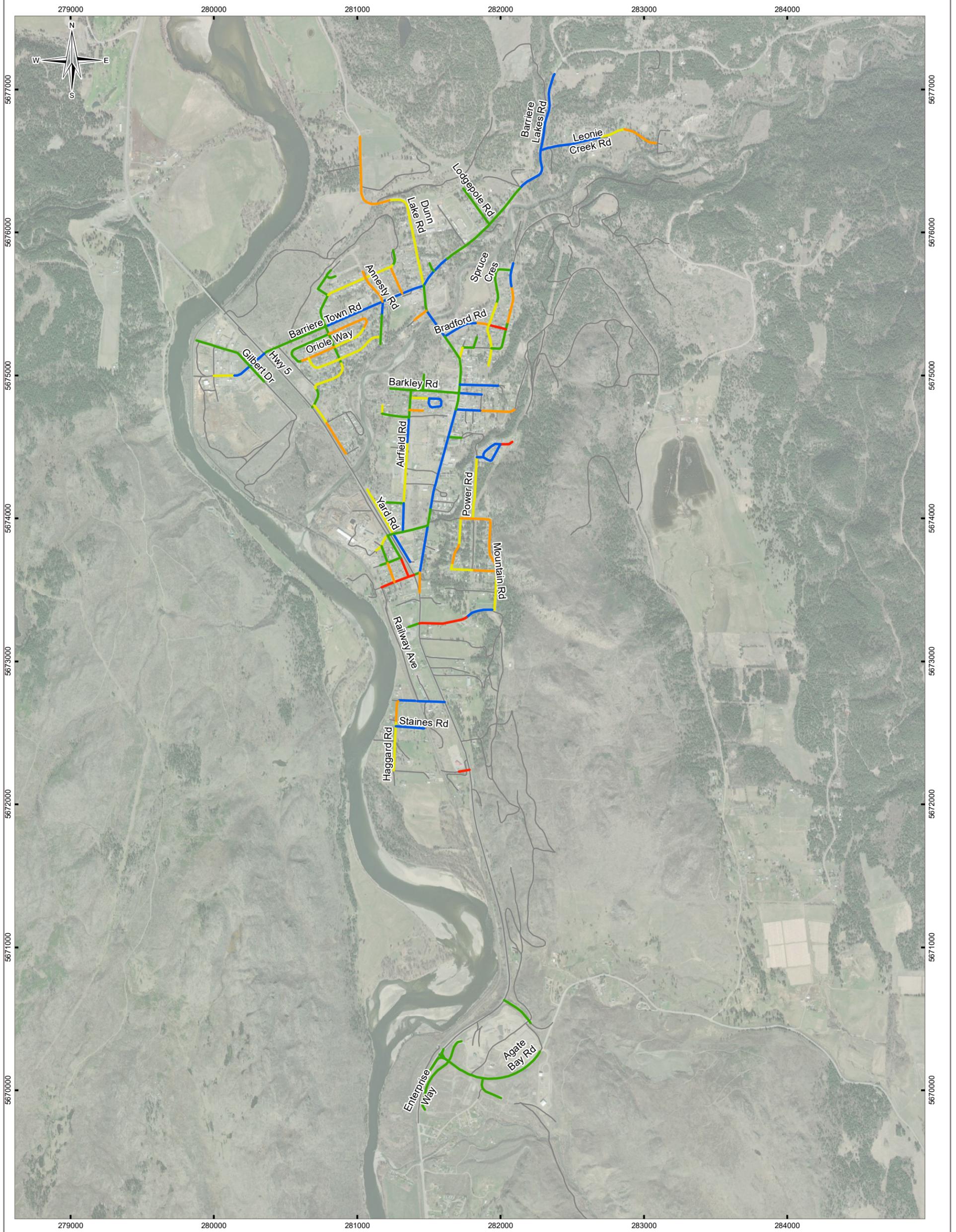
**NOTES**  
 Base Data Source:  
 Imagery provided from Maxar  
 via ESRI basemaps, 2020

**STATUS**  
 ISSUED FOR USE

**DISTRICT OF BARRIERE 2022 PAVEMENT CONDITION ASSESSMENT**

**2022 Percent All Cracking Area (ACA)**

<b>PROJECTION</b> UTM ZONE 11	<b>DATUM</b> NAD83	<b>CLIENT</b> 
Scale: 1:25,000 200 100 0 200 Meters		
<b>FILE NO.</b> Barriere_FigureB1_ACA.mxd		
<b>OFFICE</b> Tl-VANC	<b>DWN</b> AL	<b>CKD</b> YL
<b>DATE</b> SEPTEMBER, 2022	<b>APVD</b> AR	<b>REV</b> 0
<b>PROJECT NO.</b> TRN.ASMT03065-01		<b>Figure B1</b>

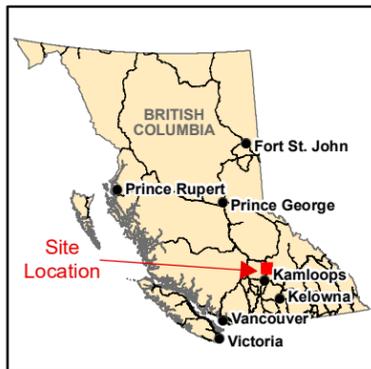


**LEGEND**

— District Roadway

**PCI**

- Good (85 - 100)
- Satisfactory (70 - 85)
- Fair (55 - 70)
- Poor (40 - 55)
- Very Poor (0 - 40)



**NOTES**  
Base Data Source:  
Imagery provided from Maxar  
via ESRI basemaps, 2020

**STATUS**  
ISSUED FOR USE

**DISTRICT OF BARRIERE 2022 PAVEMENT CONDITION ASSESSMENT**

**2022 Pavement Condition Index (PCI)**

<b>PROJECTION</b> UTM ZONE 11	<b>DATUM</b> NAD83	<b>CLIENT</b> 
Scale: 1:25,000 200 100 0 200 Meters		
<b>FILE NO.</b> Barriere_FigureB2_PCI.mxd		
<b>OFFICE</b> TL-VANC	<b>DWN</b> AL	<b>CKD</b> YL
<b>DATE</b> SEPTEMBER, 2022	<b>APVD</b> AR	<b>REV</b> 0
<b>PROJECT NO.</b> TRN.ASMT03065-01		<b>Figure B2</b>

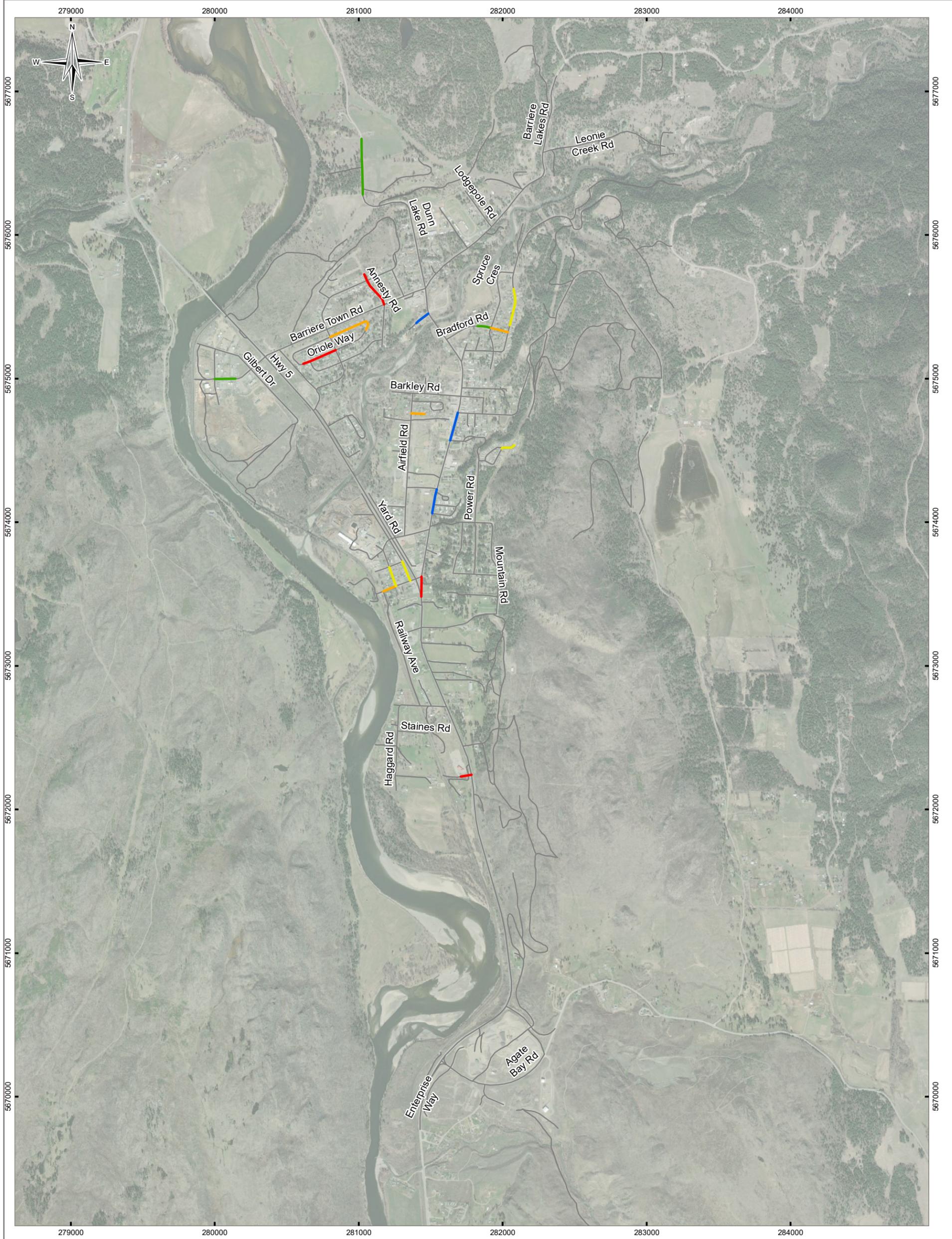
Road Name	Analysis ID	From	To	From Street	To Street	Length (m)	Road Class	Curb	Width (m)	ACA (%)	AFCA (%)	TCA (%)	PCI	IRI (mm/m)	RUT (mm)
Agate Bay Rd	ANA-001	0	348	Hwy 5	Old Sawmill Crt	348	Local	N	8.0	0.7	0.1	0.6	97.9	1.9	2.3
Agate Bay Rd	ANA-002	348	814	Old Sawmill Crt	Northeast End	466	Local	N	8.0	1.6	0.0	1.6	97.3	0.9	2.0
Airfield Rd	ANA-003	0	201	Station Rd	Carlstrom Rd	201	Local	N	7.0	5.7	1.9	3.8	72.1	3.7	3.8
Airfield Rd	ANA-004	201	630	Carlstrom Rd	Section Break	429	Local	N	7.0	7.5	1.9	5.6	56.0	2.9	5.1
Airfield Rd	ANA-005	630	800	Section Break	Bartlett Rd	170	Local	N	7.0	3.0	0.5	2.5	71.4	2.5	3.7
Airfield Rd	ANA-006	800	995	Bartlett Rd	Barkley Rd	195	Local	N	7.0	2.2	1.0	1.2	91.6	2.9	2.6
Airfield Rd_1	ANA-007	0	133	Airfield Rd	Section Break	133	Local	N	6.0	3.8	1.1	2.7	66.0	-	4.4
Airfield Rd_1	ANA-008	133	392	Section Break	West End	259	Local	N	6.0	1.1	0.3	0.8	76.6	3.9	4.7
Annesty Rd	ANA-009	0	255	Barriere Town Rd / Gibbs Rd	Northwest End	255	Local	N	7.0	21.6	7.3	14.3	41.8	5.0	4.7
Armour Rd	ANA-010	0	91	Barriere Town Rd	Armour Rd	91	Local	N	6.0	1.3	0.0	1.3	86.4	5.3	3.9
Bannister Rd	ANA-011	0	75	Genier Rd	North End	75	Local	N	6.0	0.7	0.0	0.7	86.3	-	2.7
Barkley Rd	ANA-012	0	227	West End	Kivi Cres	227	Local	N	6.5	2.7	0.4	2.3	89.3	1.9	1.6
Barkley Rd	ANA-013	227	480	Kivi Cres	Barriere Town Rd / Salle Rd	253	Local	N	6.5	3.7	0.4	3.3	91.7	1.7	2.3
Barriere Lakes Rd	ANA-014	0	250	Barriere Town Rd / Dunn Lake Rd	Section Break	250	Local	N	7.0	5.5	0.1	5.4	74.2	2.7	5.2
Barriere Lakes Rd	ANA-015	250	633	Section Break	Lodgepole Rd	383	Local	N	7.0	4.8	0.3	4.5	87.8	1.2	4.2
Barriere Lakes Rd	ANA-016	633	977	Lodgepole Rd	Section Break	344	Local	N	7.0	5.5	0.6	4.9	87.4	1.4	3.9
Barriere Lakes Rd	ANA-017	977	1306	Section Break	Leonie Creek Rd	329	Local	N	7.0	13.4	4.0	9.4	76.6	2.2	3.5
Barriere Lakes Rd	ANA-018	1306	1555	Leonie Creek Rd	Section Break	249	Local	N	7.0	9.5	1.7	7.8	77.5	2.5	3.2
Barriere Lakes Rd	ANA-019	1555	1853	Section Break	North End	298	Local	N	7.0	7.4	0.8	6.6	83.6	1.7	2.4
Barriere Town Rd	ANA-020	139	282	Jackpine Dr	Section Break	143	Collector	N	8.0	4.5	1.0	3.5	68.5	2.9	4.4
Barriere Town Rd	ANA-021	282	545	Section Break	Hwy 5	263	Collector	N	8.0	2.4	0.0	2.4	75.2	3.0	4.1
Barriere Town Rd	ANA-022	546	1021	Hwy 5	McLean Rd	475	Collector	N	11.0	6.4	1.0	5.4	86.4	1.5	3.6
Barriere Town Rd	ANA-023	1021	1449	McLean Rd	Annesty Rd / Gibbs Rd	428	Collector	N	11.0	10.6	2.9	7.7	80.8	1.3	3.9
Barriere Town Rd	ANA-024	1449	1759	Annesty Rd / Gibbs Rd	Barriere Lakes Rd / Dunn Lake Rd	310	Collector	N	11.0	6.3	0.8	5.5	83.1	1.8	4.3
Barriere Town Rd	ANA-025	1759	1938	Barriere Lakes Rd / Dunn Lake Rd	Fouquet Rd	179	Collector	R	9.0	2.6	0.2	2.4	93.2	4.3	3.7
Barriere Town Rd	ANA-026	1938	2155	Fouquet Rd	Bradford Rd	217	Collector	N	9.0	7.4	1.0	6.4	76.7	2.0	4.3
Barriere Town Rd	ANA-027	2155	2342	Bradford Rd	Shaver Rd	187	Collector	N	11.0	8.2	2.6	5.6	86.5	1.6	3.8
Barriere Town Rd	ANA-028	2342	2583	Shaver Rd	Barkley Rd / Salle Rd	241	Collector	N	11.0	3.8	0.7	3.1	85.3	2.2	3.0
Barriere Town Rd	ANA-029	2583	2700	Barkley Rd / Salle Rd	Dixon Creek Rd	117	Collector	N	11.0	3.7	0.5	3.2	90.2	2.0	3.2
Barriere Town Rd	ANA-030	2700	2900	Dixon Creek Rd	Armour Rd	200	Collector	N	11.0	14.4	3.9	10.5	75.6	1.2	4.5
Barriere Town Rd	ANA-031	2900	3253	Armour Rd	Section Break	353	Collector	N	11.0	10.0	1.4	8.6	81.3	1.7	4.6
Barriere Town Rd	ANA-032	3253	3423	Section Break	Barriere Town Rd	170	Collector	N	11.0	13.4	4.6	8.8	70.1	1.3	4.5
Barriere Town Rd	ANA-033	3423	3540	Barriere Town Rd	Station Rd	117	Collector	N	11.0	4.9	0.8	4.1	90.3	2.6	4.1
Barriere Town Rd	ANA-034	3540	3870	Station Rd	Barriere Town Rd	330	Collector	N	11.0	12.3	2.8	9.5	76.1	1.7	3.8
Barriere Town Rd	ANA-035	3870	4011	Barriere Town Rd	Hwy 5	141	Collector	N	5.0	18.1	5.9	12.2	53.9	1.8	4.6
Barriere Town Rd_1	ANA-036	0	44	Hwy 5 / Lilley Rd	Barriere Town Rd	44	Collector	N	9.0	0.9	0.0	0.9	94.2	6.4	1.7
Bartlett Rd	ANA-037	0	188	Saul Rd	Airfield Rd	188	Local	N	7.0	1.5	0.1	1.4	95.8	1.8	1.8
Birch Lane	ANA-038	0	255	Spruce Cres	Pavement Change	255	Local	N	7.0	2.1	0.4	1.7	85.9	3.8	3.7
Birch Lane	ANA-039	255	512	Pavement Change	Pavement Change	257	Local	N	6.0	14.8	6.0	8.8	42.4	5.4	6.9
Birch Lane	ANA-040	512	675	Pavement Change	Pavement Change	163	Local	N	6.0	4.9	1.3	3.6	73.8	2.4	2.8
Borthwick Ave	ANA-041	0	141	Lilley Rd	Kamloops St	141	Local	N	7.0	12.6	5.4	7.2	53.0	4.9	5.1
Borthwick Ave	ANA-042	141	266	Kamloops St	Station Rd	125	Local	N	7.0	1.5	0.4	1.1	87.9	3.3	2.7
Bradford Rd	ANA-043	0	240	Barriere Town Rd	Pavement Change	240	Local	N	7.0	2.8	0.6	2.2	82.2	2.6	2.9
Bradford Rd	ANA-044	240	334	Pavement Change	Spruce Cres	94	Local	N	6.0	12.8	5.0	7.8	54.7	3.9	4.4
Bradford Rd	ANA-045	334	457	Spruce Cres	Birch Lane	123	Local	N	6.0	10.4	4.8	5.6	34.2	7.1	5.5
Carlstrom Rd	ANA-046	0	203	Yard Rd	Airfield Rd	203	Local	N	7.0	1.2	0.0	1.2	96.8	1.8	1.6
Clary Rd	ANA-047	0	67	Siska Dr	East End	67	Local	N	7.0	0.2	0.0	0.2	90.7	5.7	2.2
Conner Rd	ANA-048	0	145	Lilley Rd	Kamloops St	145	Local	N	8.5	23.8	12.5	11.3	26.7	6.7	5.3
Conner Rd	ANA-049	145	323	Kamloops St	Station Rd	178	Local	N	7.5	0.0	0.0	0.0	99.8	2.6	1.8
Deejay Rd	ANA-050	0	148	Barriere Town Rd	Pavement Change	148	Local	N	7.0	3.1	0.2	2.9	88.9	3.5	1.3
Deejay Rd	ANA-051	148	443	Pavement Change	Robin Dr	295	Local	N	7.0	10.0	2.8	7.2	62.1	4.2	3.0
Deejay Rd	ANA-052	443	722	Robin Dr	Barriere Town Rd / McLean Rd	279	Local	N	7.0	4.3	0.2	4.1	92.0	3.0	1.5
Dixon Creek Rd	ANA-053	0	169	Barriere Town Rd	Section Break	169	Local	N	7.0	3.6	0.5	3.1	74.6	3.6	4.6
Dixon Creek Rd	ANA-054	169	413	Section Break	East End	244	Local	N	7.0	8.3	3.5	4.8	46.7	6.4	7.7
Dunn Lake Rd	ANA-055	0	405	Barriere Lakes Rd / Barriere Town Rd	Access Road	405	Local	N	7.0	6.6	1.7	4.9	56.5	3.3	5.4
Dunn Lake Rd	ANA-056	405	715	Access Road	Pavement Change	310	Local	N	7.0	13.9	4.5	9.4	55.6	2.6	4.5
Dunn Lake Rd	ANA-057	715	960	Pavement Change	Pavement Change	245	Local	N	7.0	29.4	8.8	20.6	44.3	5.0	6.0
Dunn Lake Rd	ANA-058	960	1346	Pavement Change	North End	386	Local	N	7.0	13.2	4.5	8.7	46.7	4.7	6.0
Dunsmuir Rd	ANA-059	0	173	Mountain Rd	Section Break	173	Local	N	7.0	6.5	3.1	3.4	49.5	9.1	6.4
Dunsmuir Rd	ANA-060	173	350	Section Break	Section Break	177	Local	N	7.0	3.7	1.4	2.3	66.4	6.5	4.3
Dunsmuir Rd	ANA-061	350	500	Section Break	Section Break	150	Local	N	7.0	5.0	2.0	3.0	50.6	7.9	6.0
Dunsmuir Rd	ANA-062	500	687	Section Break	Mountain Rd	187	Local	N	7.0	3.7	1.3	2.4	60.9	7.8	7.0
Enterprise Way	ANA-063	0	406	South End	Agate Bay Rd	406	Local	N	9.0	1.2	0.1	1.1	96.7	1.4	1.2
Enterprise Way	ANA-064	406	584	Agate Bay Rd	Northeast End	178	Local	N	9.0	2.8	0.3	2.5	94.4	2.7	1.8
Fouquet Rd	ANA-065	70	176	Southwest End	Barriere Town Rd	106	Local	N	6.0	6.9	3.7	3.2	46.5	4.1	5.7
Genier Rd	ANA-066	0	75	Shaver Rd	Bannister Rd	75	Local	N	7.0	0.7	0.0	0.7	90.3	-	2.1
Gibbs Rd	ANA-067	0	200	South End	Section Break	200	Local	N	7.0	2.4	0.3	2.1	90.5	5.1	2.5
Gibbs Rd	ANA-068	200	297	Section Break	Annesty Rd / Barriere Town Rd	97	Local	N	7.0	6.8	1.9	4.9	75.1	4.3	3.8
Gilbert Dr	ANA-069	0	300	West End	Section Break	300	Local	N	7.0	2.9	0.7	2.2	88.9	3.6	3.6
Gilbert Dr	ANA-070	300	571	Section Break	Southeast End	271	Local	N	7.0	1.2	0.1	1.1	92.3	4.4	3.6
Glentanna Rd	ANA-071	0	204	Barriere Town Rd	McLean Rd	204	Local	N	7.0	13.5	4.1	9.4	54.3	3.5	4.8
Gray Pl	ANA-072	0	92	Airfield Rd	East End	92	Local	N	9.0	27.3	10.5	16.8	44.6	-	3.7
Haggard Rd	ANA-073	105	311	South End	Nelson Rd	206	Local	N	6.0	1.6	0.1	1.5	69.1	6.3	6.2
Haggard Rd	ANA-074	311	453	Nelson Rd	Section Break	142	Local	N	6.0	3.0	0.2	2.8	62.1	5.7	8.5
Haggard Rd	ANA-075	453	594	Section Break	Hall Rd	141	Local	N	6.0	3.1	1.3	1.8	47.7	5.4	5.9
Haigh Rd	ANA-076	0	266	Barriere Town Rd	private driveway	266	Local	N	7.0	3.9	1.5	2.4	74.8	3.6	3.5
Hall Rd	ANA-077	0	121	Haggard Rd	Rail Break	121	Local	N	7.0	2.4	0.2	2.2	71.4	5.1	4.5
Hall Rd	ANA-078	135	326	Rail Break	Hwy 5	191	Local	N	7.0	3.1	0.9	2.2	73.5	2.2	3.6
Hanson Rd	ANA-079	0	248	Hwy 5	Southeast End	248	Local	N	7.5	5.9	0.1	5.8	89.1	3.3	2.1
Kamloops St	ANA-080	50	200	Southeast End	Conner Rd	150	Local	N	8.0	0.6	0.0	0.6	99.4	1.7	1.5
Kivi Cres	ANA-081	0	109	Barkley Rd	North End	109	Local	N	8.0	2.3	0.3	2.0	88.3	3.1	2.3
Leonie Creek Rd	ANA-082	0	240	Barriere Lakes Rd	Pavement Change	240	Local	N	6.5	3.0	1.0	2.0	75.0	5.7	4.8
Leonie Creek Rd	ANA-083	240	435	Pavement Change	Pavement Change	195	Local	N	6.5	2.3	0.2	2.1	82.9	4.4	4.6
Leonie Creek Rd	ANA-084	435	608	Pavement Change	Section Break	173	Local	N	6.5	2.5	0.7	1.8	69.5	4.4	5.0
Leonie Creek Rd	ANA-085	608	850	Section Break	East End	242	Local	N	6.5	3.2	0.9	2.3	53.5	4.7	8.5
Lilley Rd	ANA-086	0	100	Railway Ave	Borthwick Ave	100	Local	N	7.0	27.6	13.2	14.4	19.8	5.5	7.0
Lilley Rd	ANA-087	100	242	Borthwick Ave	Barriere Town Rd / Hwy 5	142	Local	N	7.0	21.6	10.8	10.8	34.8	7.1	6.1
Lodgepole Rd	ANA-088	0	309	Barriere Lakes Rd	Northwest End	309	Local	N	7.5	4.5	0.7	3.8	89.3	2.8	1.9
McLean Rd	ANA-089	0	238	Barriere Town Rd / Deejay Rd	Siska Dr	238	Local	N	6.5	7.0	0.8	6.2	89.0	2.6	1.5
McLean Rd	ANA-090	238	525	Siska Dr	Annesty Rd	287	Local	N	6.5	9.9	2.8	7.1	68.6	4.0	3.5
McLean Rd	ANA-091	525	735	Annesty Rd	Pavement Change	210	Local	N	6.5	13.7	2.5	11.2	69.2	3.4	2.1
McLean Rd	ANA-092	735	845	Pavement Change	North End	110	Local	N	6.5	5.0	0.3	4.7	93.3	2.8	

Road Name	Analysis ID	From	To	From Street	To Street	Length (m)	Road Class	Curb	Width (m)	ACA (%)	AFCA (%)	TCA (%)	PCI	IRI (mm/m)	RUT (mm)
Oriole Way	ANA-101	400	645	Section Break	Deejay Rd	245	Local	N	6.5	34.8	9.1	25.7	51.8	2.8	3.9
Oriole Way	ANA-102	645	905	Deejay Rd	Section Break	260	Local	N	6.5	8.1	1.1	7.0	69.1	4.2	4.1
Oriole Way	ANA-103	905	1245	Section Break	Southwest End	340	Local	N	6.5	17.4	5.1	12.3	43.5	5.6	5.0
Power Rd	ANA-104	0	430	Mountain Rd	Power Rd	430	Local	N	7.0	21.2	5.7	15.5	66.4	3.0	3.5
Power Rd_1	ANA-105	0	167	Power Rd	Power Rd	167	Local	N	6.0	2.5	0.6	1.9	77.6	-	3.2
Power Rd_2	ANA-106	0	232	Power Rd	Power Rd	232	Local	N	6.0	1.2	0.1	1.1	84.1	2.8	2.3
Power Rd_2	ANA-107	232	329	Power Rd	East End	97	Local	N	6.0	13.3	8.1	5.2	39.1	-	8.1
Robin Dr	ANA-108	0	270	Oriole Way	Deejay Rd	270	Local	N	7.0	50.8	9.3	41.5	55.7	2.8	2.8
Robin Dr	ANA-109	270	596	Deejay Rd	Gibbs Rd	326	Local	N	7.0	4.4	1.3	3.1	59.5	6.0	5.0
Russell St	ANA-110	124	199	West End	Hwy 5	75	Local	N	10.0	10.9	4.7	6.2	34.9	5.9	5.4
Salle Rd	ANA-111	0	159	Barkley Rd / Barriere Town Rd	East End	159	Local	N	7.0	2.4	0.5	1.9	83.4	3.7	2.5
Saul Rd	ANA-112	0	58	Bartlett Rd	North End	58	Local	N	6.5	1.6	0.0	1.6	63.5	-	4.4
Shaver Rd	ANA-113	0	80	Barriere Town Rd	Genier Rd	80	Local	N	7.0	5.3	2.4	2.9	67.5	3.8	3.9
Siska Dr	ANA-114	0	242	McLean Rd	Northeast End	242	Local	N	7.0	2.3	0.5	1.8	95.6	3.5	1.6
Spruce Cres	ANA-115	0	289	South End	Bradford Rd	289	Local	N	7.0	9.4	4.2	5.2	59.6	6.2	4.2
Spruce Cres	ANA-116	289	450	Bradford Rd	Section Break	161	Local	N	7.0	7.8	2.7	5.1	65.2	5.1	4.5
Spruce Cres	ANA-117	450	789	Section Break	Birch Lane	339	Local	N	7.0	4.0	0.5	3.5	90.3	2.0	1.5
Staines Rd	ANA-118	0	198	Haggard Rd	East End	198	Local	N	6.0	2.2	0.6	1.6	73.9	3.9	3.7
Station Rd	ANA-119	0	135	Railway Ave	Conner Rd	135	Local	N	7.0	3.0	1.6	1.4	57.3	8.1	4.9
Station Rd	ANA-120	135	423	Conner Rd	Barriere Town Rd	288	Local	N	7.0	1.6	0.1	1.5	95.2	2.9	2.4
Summer Rd	ANA-121	0	152	Deejay Rd	Section Break	152	Local	N	6.0	8.1	2.3	5.8	56.3	10.8	6.0
Summer Rd	ANA-122	152	405	Section Break	East End	253	Local	N	6.0	2.4	0.6	1.8	51.2	8.3	7.3
Summers Rd	ANA-123	0	64	Barriere Lakes Rd	Northwest End	64	Local	N	8.0	1.1	0.0	1.1	85.2	4.7	3.3
turning lane_1	ANA-124	0	167	Hwy 5	Agate Bay Rd	167	Local	R	4.0	1.7	0.3	1.4	94.7	2.4	3.9
turning lane_2	ANA-125	0	71	Agate Bay Rd	Hwy 5	71	Local	R	4.0	2.0	0.0	2.0	89.0	3.1	4.0
Yard Rd	ANA-126	0	228	Southeast End	Station Rd	228	Local	N	8.0	3.5	2.1	1.4	79.3	3.6	2.6
Yard Rd	ANA-127	228	588	Station Rd	Northwest End	360	Local	N	8.0	3.3	0.9	2.4	62.5	4.5	3.5

## APPENDIX C

### REHABILITATION PROGRAM

Map C – 5-Year Paving Plan (Capital Funding of \$150,000 per year from 2023)  
Rehabilitation Program Spreadsheet

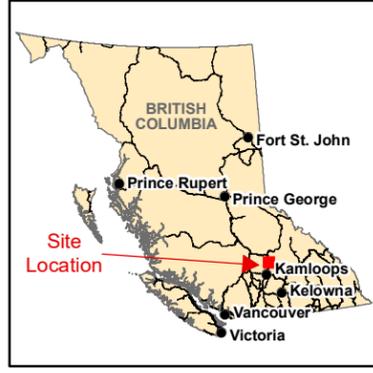


**LEGEND**

— District Roadway

**Treatment Year**

- 2023
- 2024
- 2025
- 2026
- 2027



**NOTES**  
Base Data Source:  
Imagery provided from Maxar  
via ESRI basemaps, 2020

**STATUS**  
ISSUED FOR USE

**DISTRICT OF BARRIERE 2022 PAVEMENT CONDITION ASSESSMENT**

**5-Year Paving Plan  
Capital \$150K**

<b>PROJECTION</b> UTM ZONE 11	<b>DATUM</b> NAD83	<b>CLIENT</b> 
Scale: 1:25,000 200 100 0 200  Meters		
<b>FILE NO.</b> Barriere_FigureC_Paving_Plan.mxd		
<b>OFFICE</b> Tl-VANC	<b>DWN</b> AL	<b>CKD</b> YL
<b>DATE</b> SEPTEMBER, 2022	<b>APVD</b> AR	<b>REV</b> 0
<b>PROJECT NO.</b> TRN.ASMT03065-01		<b>Map C</b>

Road Name	Analysis ID	From	To	From Street	To Street	Length (m)	Road Class	Curb	Width (m)	Treatment Year	Treatment Type	Treatment Cost
Agate Bay Rd	ANA-001	0	348	Hwy 5	Old Sawmill Crt	348	Local	N	8			
Agate Bay Rd	ANA-002	348	814	Old Sawmill Crt	Northeast End	466	Local	N	8			
Airfield Rd	ANA-003	0	201	Station Rd	Carlstrom Rd	201	Local	N	7			
Airfield Rd	ANA-004	201	630	Carlstrom Rd	Section Break	429	Local	N	7			
Airfield Rd	ANA-005	630	800	Section Break	Bartlett Rd	170	Local	N	7			
Airfield Rd	ANA-006	800	995	Bartlett Rd	Barkley Rd	195	Local	N	7			
Airfield Rd_1	ANA-007	0	133	Airfield Rd	Section Break	133	Local	N	6	2038	OL_50	\$26,720
Airfield Rd_1	ANA-008	133	392	Section Break	West End	259	Local	N	6			
Annesty Rd	ANA-009	0	255	Barriere Town Rd / Gibbs Rd	Northwest End	255	Local	N	7	2023	OL_50	\$55,222
Armour Rd	ANA-010	0	91	Barriere Town Rd	Armour Rd	91	Local	N	6	2041	OL_50	\$16,096
Bannister Rd	ANA-011	0	75	Genier Rd	North End	75	Local	N	6			
Barkley Rd	ANA-012	0	227	West End	Kivi Cres	227	Local	N	7			
Barkley Rd	ANA-013	227	480	Kivi Cres	Barriere Town Rd / Salle Rd	253	Local	N	7			
Barriere Lakes Rd	ANA-014	0	250	Barriere Town Rd / Dunn Lake Rd	Section Break	250	Local	N	7			
Barriere Lakes Rd	ANA-015	250	633	Section Break	Lodgepole Rd	383	Local	N	7			
Barriere Lakes Rd	ANA-016	633	977	Lodgepole Rd	Section Break	344	Local	N	7			
Barriere Lakes Rd	ANA-017	977	1306	Section Break	Leonie Creek Rd	329	Local	N	7			
Barriere Lakes Rd	ANA-018	1306	1555	Leonie Creek Rd	Section Break	249	Local	N	7			
Barriere Lakes Rd	ANA-019	1555	1853	Section Break	North End	298	Local	N	7			
Barriere Town Rd	ANA-020	139	282	Jackpine Dr	Section Break	143	Collector	N	8	2027	OL_50	\$32,568
Barriere Town Rd	ANA-021	282	545	Section Break	Hwy 5	263	Collector	N	8	2031	OL_50	\$63,441
Barriere Town Rd	ANA-022	546	1021	Hwy 5	McLean Rd	475	Collector	N	11			
Barriere Town Rd	ANA-023	1021	1449	McLean Rd	Annesty Rd / Gibbs Rd	428	Collector	N	11			
Barriere Town Rd	ANA-024	1449	1759	Annesty Rd / Gibbs Rd	Barriere Lakes Rd / Dunn Lake Rd	310	Collector	N	11	2032	OL_50	\$111,373
Barriere Town Rd	ANA-025	1759	1938	Barriere Lakes Rd / Dunn Lake Rd	Fouquet Rd	179	Collector	R	9	2036	Mill_75	\$82,919
Barriere Town Rd	ANA-026	1938	2155	Fouquet Rd	Bradford Rd	217	Collector	N	9	2029	OL_50	\$58,648
Barriere Town Rd	ANA-027	2155	2342	Bradford Rd	Shaver Rd	187	Collector	N	11	2031	OL_50	\$71,376
Barriere Town Rd	ANA-028	2342	2583	Shaver Rd	Barkley Rd / Salle Rd	241	Collector	N	11	2029	OL_50	\$78,482
Barriere Town Rd	ANA-029	2583	2700	Barkley Rd / Salle Rd	Dixon Creek Rd	117	Collector	N	11	2033	OL_50	\$42,739
Barriere Town Rd	ANA-030	2700	2900	Dixon Creek Rd	Armour Rd	200	Collector	N	11	2026	OL_50	\$67,835
Barriere Town Rd	ANA-031	2900	3253	Armour Rd	Section Break	353	Collector	N	11	2030	OL_50	\$122,555
Barriere Town Rd	ANA-032	3253	3423	Section Break	Barriere Town Rd	170	Collector	N	11	2026	OL_50	\$59,028
Barriere Town Rd	ANA-033	3423	3540	Barriere Town Rd	Station Rd	117	Collector	N	11	2033	OL_50	\$43,555
Barriere Town Rd	ANA-034	3540	3870	Station Rd	Barriere Town Rd	330	Collector	N	11	2028	OL_50	\$114,396
Barriere Town Rd	ANA-035	3870	4011	Barriere Town Rd	Hwy 5	141	Collector	N	5	2023	OL_50	\$21,109
Barriere Town Rd_1	ANA-036	0	44	Hwy 5 / Lilley Rd	Barriere Town Rd	44	Collector	N	9	2032	OL_50	\$12,304
Bartlett Rd	ANA-037	0	188	Saul Rd	Airfield Rd	188	Local	N	7			
Birch Lane	ANA-038	0	255	Spruce Cres	Pavement Change	255	Local	N	7			
Birch Lane	ANA-039	255	512	Pavement Change	Pavement Change	257	Local	N	6	2025	OL_50	\$48,706
Birch Lane	ANA-040	512	675	Pavement Change	Pavement Change	163	Local	N	6	2035	OL_50	\$30,703
Borthwick Ave	ANA-041	0	141	Lilley Rd	Kamloops St	141	Local	N	7	2025	OL_50	\$30,526
Borthwick Ave	ANA-042	141	266	Kamloops St	Station Rd	125	Local	N	7			
Bradford Rd	ANA-043	0	240	Barriere Town Rd	Pavement Change	240	Local	N	7			
Bradford Rd	ANA-044	240	334	Pavement Change	Spruce Cres	94	Local	N	6	2027	OL_50	\$18,278
Bradford Rd	ANA-045	334	457	Spruce Cres	Birch Lane	123	Local	N	6	2024	OL_50	\$21,797
Carlstrom Rd	ANA-046	0	203	Yard Rd	Airfield Rd	203	Local	N	7			
Clary Rd	ANA-047	0	67	Siska Dr	East End	67	Local	N	7			
Conner Rd	ANA-048	0	145	Lilley Rd	Kamloops St	145	Local	N	9	2025	OL_50	\$47,724
Conner Rd	ANA-049	145	323	Kamloops St	Station Rd	178	Local	N	8			
Deejay Rd	ANA-050	0	148	Barriere Town Rd	Pavement Change	148	Local	N	7			
Deejay Rd	ANA-051	148	443	Pavement Change	Robin Dr	295	Local	N	7	2034	OL_50	\$76,102
Deejay Rd	ANA-052	443	722	Robin Dr	Barriere Town Rd / McLean Rd	279	Local	N	7			
Dixon Creek Rd	ANA-053	0	169	Barriere Town Rd	Section Break	169	Local	N	7			
Dixon Creek Rd	ANA-054	169	413	Section Break	East End	244	Local	N	7			
Dunn Lake Rd	ANA-055	0	405	Barriere Lakes Rd / Barriere Town Rd	Access Road	405	Local	N	7			
Dunn Lake Rd	ANA-056	405	715	Access Road	Pavement Change	310	Local	N	7			
Dunn Lake Rd	ANA-057	715	960	Pavement Change	Pavement Change	245	Local	N	7	2038	FDM	\$85,750
Dunn Lake Rd	ANA-058	960	1346	Pavement Change	North End	386	Local	N	7	2027	OL_50	\$85,566
Dunsmuir Rd	ANA-059	0	173	Mountain Rd	Section Break	173	Local	N	7	2033	OL_50	\$43,954
Dunsmuir Rd	ANA-060	173	350	Section Break	Section Break	177	Local	N	7	2034	OL_50	\$38,318
Dunsmuir Rd	ANA-061	350	500	Section Break	Section Break	150	Local	N	7	2028	OL_50	\$29,865
Dunsmuir Rd	ANA-062	500	687	Section Break	Mountain Rd	187	Local	N	7			
Enterprise Way	ANA-063	0	406	South End	Agate Bay Rd	406	Local	N	9			
Enterprise Way	ANA-064	406	584	Agate Bay Rd	Northeast End	178	Local	N	9			
Fouquet Rd	ANA-065	70	176	Southwest End	Barriere Town Rd	106	Local	N	6	2026	OL_50	\$18,901
Genier Rd	ANA-066	0	75	Shaver Rd	Bannister Rd	75	Local	N	7			
Gibbs Rd	ANA-067	0	200	South End	Section Break	200	Local	N	7			
Gibbs Rd	ANA-068	200	297	Section Break	Annesty Rd / Barriere Town Rd	97	Local	N	7			
Gilbert Dr	ANA-069	0	300	West End	Section Break	300	Local	N	7			
Gilbert Dr	ANA-070	300	571	Section Break	Southeast End	271	Local	N	7			
Glentanna Rd	ANA-071	0	204	Barriere Town Rd	McLean Rd	204	Local	N	7			
Gray Pl	ANA-072	0	92	Airfield Rd	East End	92	Local	N	9	2024	OL_50	\$28,914
Haggard Rd	ANA-073	105	311	South End	Nelson Rd	206	Local	N	6			
Haggard Rd	ANA-074	311	453	Nelson Rd	Section Break	142	Local	N	6			
Haggard Rd	ANA-075	453	594	Section Break	Hall Rd	141	Local	N	6	2032	OL_50	\$24,599
Haigh Rd	ANA-076	0	266	Barriere Town Rd	private driveway	266	Local	N	7			
Hall Rd	ANA-077	0	121	Haggard Rd	Rail Break	121	Local	N	7			
Hall Rd	ANA-078	135	326	Rail Break	Hwy 5	191	Local	N	7	2039	OL_50	\$44,207
Hanson Rd	ANA-079	0	248	Hwy 5	Southeast End	248	Local	N	8			
Kamloops St	ANA-080	50	200	Southeast End	Conner Rd	150	Local	N	8			
Kivi Cres	ANA-081	0	109	Barkley Rd	North End	109	Local	N	8			
Leonie Creek Rd	ANA-082	0	240	Barriere Lakes Rd	Pavement Change	240	Local	N	7			
Leonie Creek Rd	ANA-083	240	435	Pavement Change	Pavement Change	195	Local	N	7			
Leonie Creek Rd	ANA-084	435	608	Pavement Change	Section Break	173	Local	N	7			
Leonie Creek Rd	ANA-085	608	850	Section Break	East End	242	Local	N	7			
Lilley Rd	ANA-086	0	100	Railway Ave	Borthwick Ave	100	Local	N	7	2024	OL_50	\$26,230
Lilley Rd	ANA-087	100	242	Borthwick Ave	Barriere Town Rd / Hwy 5	142	Local	N	7	2036	FDM	\$49,700
Lodgepole Rd	ANA-088	0	309	Barriere Lakes Rd	Northwest End	309	Local	N	8			
McLean Rd	ANA-089	0	238	Barriere Town Rd / Deejay Rd	Siska Dr	238	Local	N	7			
McLean Rd	ANA-090	238	525	Siska Dr	Annesty Rd	287	Local	N	7			
McLean Rd	ANA-091	525	735	Annesty Rd	Pavement Change	210	Local	N	7			
McLean Rd	ANA-092	735	845	Pavement Change	North End	110	Local	N	7			
Mountain Rd	ANA-093	0	337	Hwy 5 / Newberry Rd	Section Break	337	Local	N	7	2035	FDM	\$117,950
Mountain Rd	ANA-094	337	530	Section Break	Pavement Change	193	Local	N	7			
Mountain Rd	ANA-095	530	814	Pavement Change	Dunsmuir Rd	284	Local	N	7	2042	FDM	\$99,400
Mountain Rd	ANA-096	814	1185	Dunsmuir Rd	Section Break	371	Local	N	7			
Mountain Rd	ANA-097	1185	1390	Section Break	Dunsmuir Rd	205	Local	N	7			
Newberry Rd	ANA-098	0	79	Southwest End	Hwy 5 / Mountain Rd	79	Local	N	8			
Old Sawmill Crt	ANA-099	0	222	Agate Bay Rd	East End	222	Local	N	10			
Oriole Way	ANA-100	0	400	Deejay Rd	Section Break	400	Local	N	7			

Road Name	Analysis ID	From	To	From Street	To Street	Length (m)	Road Class	Curb	Width (m)	Treatment Year	Treatment Type	Treatment Cost
Oriole Way	ANA-101	400	645	Section Break	Deejay Rd	245	Local	N	7	2023	OL_50	\$51,598
Oriole Way	ANA-102	645	905	Deejay Rd	Section Break	260	Local	N	7			
Oriole Way	ANA-103	905	1245	Section Break	Southwest End	340	Local	N	7	2024	OL_50	\$65,899
Power Rd	ANA-104	0	430	Mountain Rd	Power Rd	430	Local	N	7			
Power Rd_1	ANA-105	0	167	Power Rd	Power Rd	167	Local	N	6			
Power Rd_2	ANA-106	0	232	Power Rd	Power Rd	232	Local	N	6			
Power Rd_2	ANA-107	232	329	Power Rd	East End	97	Local	N	6	2025	OL_50	\$19,725
Robin Dr	ANA-108	0	270	Oriole Way	Deejay Rd	270	Local	N	7	2039	FDM	\$94,500
Robin Dr	ANA-109	270	596	Deejay Rd	Gibbs Rd	326	Local	N	7	2037	OL_50	\$76,744
Russell St	ANA-110	124	199	West End	Hwy 5	75	Local	N	10	2023	OL_50	\$21,617
Salle Rd	ANA-111	0	159	Barkley Rd / Barriere Town Rd	East End	159	Local	N	7			
Saul Rd	ANA-112	0	58	Bartlett Rd	North End	58	Local	N	7	2029	OL_50	\$9,704
Shaver Rd	ANA-113	0	80	Barriere Town Rd	Genier Rd	80	Local	N	7	2033	OL_50	\$18,897
Siska Dr	ANA-114	0	242	McLean Rd	Northeast End	242	Local	N	7			
Spruce Cres	ANA-115	0	289	South End	Bradford Rd	289	Local	N	7	2040	FDM	\$101,150
Spruce Cres	ANA-116	289	450	Bradford Rd	Section Break	161	Local	N	7			
Spruce Cres	ANA-117	450	789	Section Break	Birch Lane	339	Local	N	7			
Staines Rd	ANA-118	0	198	Haggard Rd	East End	198	Local	N	6			
Station Rd	ANA-119	0	135	Railway Ave	Conner Rd	135	Local	N	7	2030	OL_50	\$27,138
Station Rd	ANA-120	135	423	Conner Rd	Barriere Town Rd	288	Local	N	7			
Summer Rd	ANA-121	0	152	Deejay Rd	Section Break	152	Local	N	6	2034	OL_50	\$31,680
Summer Rd	ANA-122	152	405	Section Break	East End	253	Local	N	6	2040	OL_50	\$47,432
Summers Rd	ANA-123	0	64	Barriere Lakes Rd	Northwest End	64	Local	N	8			
turning lane_1	ANA-124	0	167	Hwy 5	Agate Bay Rd	167	Local	R	4			
turning lane_2	ANA-125	0	71	Agate Bay Rd	Hwy 5	71	Local	R	4	2042	Mill_50	\$10,261
Yard Rd	ANA-126	0	228	Southeast End	Station Rd	228	Local	N	8	2037	OL_50	\$71,028
Yard Rd	ANA-127	228	588	Station Rd	Northwest End	360	Local	N	8			



RECEIVED  
FEB 05 2026  
BY: *[Signature]*

February 2, 2026

Dear Mayor Rob Kerslake and Council,

Last year in March 2025, the Ministry of Health renewed funding support for the 2025 BC Farmers' Market Nutrition Coupon Program season. BCAFM is proud to deliver this incredible program and share its positive impact in your community.

### **A Positive Impact in Barriere**

The BC Farmers Market Nutrition Coupon Program is addressing nutrition needs, affordability and food security for lower-income pregnant people, families with children, and seniors/elders in your community.

We collaborate with *Yellowhead Community Services* who provide program participants with \$27 a week for 16 weeks to purchase fresh, local foods – including fruits, vegetables, cheese, eggs, nuts, fish, meat, herbs, and honey—directly from BC farmers at your local farmers' market.

We've tallied up the results, and more than **15** lower-income households redeemed **\$6,480** in coupons at *Barriere Farmers Market* in 2025.

Your community members received access to healthy food while fostering stronger community connections. At the same time, local farmers, with the additional sales, can sustain and grow their farms, strengthening our local and regional food systems and contributing to a healthier, more connected community.

### **Our Request to You**

BCAFM does not have secured funding for the 2026 program season and beyond. We are asking for your support to secure continued funding for this powerful program. Sending a letter to The Honourable Josie Osborne, BC Minister of Health, would go a long way in demonstrating the importance of continued and expanded funding investment for the BC Farmers' Market Nutrition Coupon Program in your riding.

We look forward to continuing this meaningful work with your community.

**With gratitude,**

Heather O'Hara  
BCAFM Executive Director

Wylie Bystedt  
Chair, BCAFM Board of Directors

**BC Association of Farmers' Markets**

208 - 1089 West Broadway Vancouver, BC V6H 1E5  
604-734-9797 | [bcfarmersmarket.org](http://bcfarmersmarket.org) | [bcfarmersmarkettrail.com](http://bcfarmersmarkettrail.com)

**CITY OF KAMLOOPS**

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN COUNCIL CHAMBERS, CITY HALL, 7 VICTORIA STREET WEST, KAMLOOPS, BC

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WHEREAS local governments in British Columbia are responsible for land-use planning, infrastructure, permitting, and development approvals, all of which are directly affected by provincial reconciliation policy, archaeology requirements, and the *Heritage Conservation Act* and Regulations;

AND WHEREAS the Province of British Columbia is implementing the Declaration on the Rights of Indigenous Peoples Act (DRIPA) and also undertaking reviews of reconciliation, archaeology, and heritage policy frameworks;

AND WHEREAS local governments are not consistently included as formal partners in provincial policy development related to DRIPA implementation, archaeology processes, and heritage legislation, despite being responsible for implementation at the community level and for public infrastructure projects that are significantly impacted by these policies;

AND WHEREAS the current *Heritage Conservation Act* is outdated, and existing archaeology processes create uncertainty, delays, and cost impacts for local governments, Indigenous communities, and the public, which further contribute to challenges in delivering affordable development and housing in British Columbia;

THEREFORE BE IT RESOLVED that this resolution be forwarded to the Southern Interior Local Government Association, Association of Vancouver Island and Coastal Communities, North Central Local Government Association, Lower Mainland Local Government Association, and Association of Kootenay and Boundary Local Governments, urging the Province of British Columbia to ensure that senior representatives of all local government associations in British Columbia are formally included in discussions and decision-making related to the review, reform, and implementation of DRIPA, reconciliation policy, archaeology processes, and any replacement or reform of the *Heritage Conservation Act*.

CARRIED.

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I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 3rd day of February, 2026.

Dated at Kamloops, BC, this 3rd day of February, 2026.



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M. Mazzotta  
Corporate Officer

February 20, 2026

Mayor Rob Kerslake and Council  
District of Barriere  
PO Box 219  
4936 Barriere Town Road  
Barriere, BC V0E 1E0

Reference: LGPS-11297

**RE: 2024 CEPF: Volunteer and Composite Fire Departments Equipment and Training – Barriere Fire Department Equipment and Training**

Dear Mayor Kerslake and Council,

Thank you for providing a final report and financial summary, dated February 9, 2026, for the above-noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$35,549.08. Based on this, a payment in the amount of \$17,049.08 will follow shortly by electronic funds transfer. This amount represents full payment of the grant and is based on 100% of the total eligible expenditure (to a maximum of the approved grant of \$37,000.00) minus the initial payment of \$18,500.00 made in March 2025.

I would like to congratulate the District of Barriere for undertaking this project and responding to the opportunity to build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies.

If you have any questions, or if we can provide any assistance, please contact [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

Sincerely,



Sasha Pryn  
Program Officer

cc: *Daniel Drexler, CAO, District of Barriere*

*The Community Emergency Preparedness Fund is funded by the Province of BC*

## **Tasha Buchanan**

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**Subject:** In the Wake of the Tumbler Ridge Tragedy: A Call for Unity Around Democratic Principles

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**Subject:** In the Wake of the Tumbler Ridge Tragedy: A Call for Unity Around Democratic Principles

**Dear Mayor and Council,**

With the deepest condolences, I write in the aftermath of the tragedy in Tumbler Ridge to honour the victims and to express heartfelt sympathy to their families, loved ones, and the community now living with unimaginable loss. My thoughts remain with the survivors, the first responders, and all those affected.

Although this tragedy occurred in one small community, its implications reach every municipality in British Columbia. Moments like this compel reflection — not only on what happened there, but on what we can learn together, and how our public institutions can better protect the communities they serve across the province.

This letter is written in that spirit.

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### **A Pattern of Tragedy and Unanswered Questions**

In recent years, British Columbia has experienced several extreme acts of violence, including:

- the Tumbler Ridge tragedy
- the Lapu-Lapu Festival vehicle attack in Vancouver (April 2025)
- the Saanich bank shootout (June 2022)

Each event is unique. No single cause can explain such complex acts of violence. What they do share, however, is an unsettling degree of public uncertainty about what, if anything, was known or attempted by institutions beforehand.

In the case of Tumbler Ridge, details are still emerging, but early statements from RCMP leadership have already confirmed a history of police visits to the family home for mental-health checks alongside multiple apprehensions under B.C.'s Mental Health Act. There is, as yet, no transparent explanation of the decision-making behind those actions or how lessons will be applied going forward.

In the Lapu-Lapu Festival attack, Vancouver Police publicly described the accused as having a “significant” and “extensive” history of interactions with both police and mental-health services, despite having no prior criminal record, and being under the supervision of a mental-health care team at the time. Yet even with this high volume of institutional contact, including involuntary hospitalization, there is still no clear, consolidated public account of what supports were attempted, how risk was assessed, or what changes will follow. From a public-safety standpoint, that absence is itself a critical data point: after so many interactions with our systems, the reasonable expectation is that risk would be reduced, not followed by catastrophe.

This same case is still moving through the courts, and a judge has already found the accused fit to stand trial based on expert psychiatric evidence heard in a dedicated fitness hearing. Much of that evidence, and the reasoning behind the decision, remains sealed under a publication ban until the criminal process has run its course. The public is effectively asked to trust that systems functioned as intended while the very information that could confirm or challenge that belief is withheld. For municipal leaders trying to make policy decisions, that is a structural transparency problem, not a minor detail.

In the Saanich case, police stated the suspects were “not known to police.” However, that phrasing is usually limited to criminal records and does not speak to possible school-based interactions, particularly given the informal nature of many School Liaison Officer (SLO) roles, where officers may interact with students without consistent or centralized record-keeping. This does not mean such interactions occurred in this case; it simply underscores that the public has no way to know, because the systems required to provide clarity are non-existent.

Mayors and Councils should find it especially troubling, then, that the current provincial government chose to dismiss the duly elected SD61 school board after trustees voted to cancel their defunct SLO program precisely over these concerns about accountability and transparency, acting under specific guidance from the BC Human Rights Commissioner and only after extensive outreach to all involved stakeholders.

Taken together, these cases raise a fair systemic question that communities are entitled to ask:

**In situations where there has been — or may have been — repeated contact with police, health services, or other public institutions before a major crisis, how can communities have confidence in those systems when there is no fully transparent explanation of what was tried, what failed, and why risk was not reduced?**

When tragedies occur without clear public accountability and shared learning, trust erodes — and trust is a cornerstone of public safety.

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## **Destigmatization, Internal Culture, and Public Safety**

These tragedies also underline a simple reality: destigmatization is not a social nicety — it is a **public-safety strategy**.

When stigma surrounds identity or mental health, people are less likely to seek help, families struggle to navigate services, and institutions tend to respond reactively instead of collaboratively. The same is true inside our public systems: when staff feel stigmatized or unsafe speaking up, culture deteriorates and the system’s ability to respond constructively to people in crisis is weakened.

In earlier letters, I have shared examples of public servants describing stigma and dysfunction inside their own workplaces. In the wake of Tumbler Ridge, we have also seen how quickly stigma and disinformation can spread around identity and mental health, even as local governments and health authorities try to focus on support and healing. This is exactly why destigmatization and transparency must be built into our public systems from the inside out, not added after the fact.

Public safety improves when:

- mental-health support is accessible and coordinated,

- communication between services is clear and accountable, and
- communities feel safe seeking help before crises escalate.

If we continue to fund structures that are dysfunctional or punitive in practice, we are not just wasting money — we are reinforcing the very conditions that allow risk to grow unseen. We can no longer afford to keep our voices quiet about the need for destigmatization of our public services.

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## **Technology, Stigma, and the Transparency Gap**

The Province is now rolling out new digital tools to assist police in mental-health crisis response, including **HealthIM** — a provincially funded digital "public-safety" system that guides officers through a brief mental-health risk screener and lets them review safety and de-escalation information drawn from prior contacts, while transmitting standardized clinical information to health-care partners in real time.

On paper, HealthIM is described as an evidence-based risk-screening tool meant to improve coordination, safety, and outcomes during mental-health and substance-use crisis calls. But technology does not sit in a vacuum. It lands inside existing cultures.

Where individuals have already experienced stigma or dismissive treatment from public institutions, the idea that police can now access and transmit additional, highly personal mental-health information at the tap of a screen does not automatically build trust — it risks amplifying fear. If front-line culture has not yet been meaningfully de-stigmatized across the province, faster access to stigmatizing labels, historical notes, and incomplete narratives may simply harden assumptions rather than improve care.

This is why destigmatization is now more urgent than ever. If we are going to give institutions powerful new tools that surface intimate details about people's lives, then those same institutions must be held to an equally high standard of transparency about their own decisions, outcomes, and use of that data. If information about individuals can be accessed instantly in moments of crisis, then information about institutional decisions, lessons learned, and systemic performance must also be accessible to the public.

Technology cannot be allowed to deepen a one-sided transparency gap, where residents are fully exposed while systems remain opaque. Any digital expansion of police access to mental-health information — including HealthIM and similar tools — must be matched by clear rules, independent oversight, and robust public reporting, or it will simply embed stigma more deeply into the very systems we are told will keep us safe.

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## **Global Leadership and Local Reality**

At the World Economic Forum, Prime Minister Mark Carney spoke about the need for governments to recognize that old assumptions no longer hold and that real resilience now requires honesty, unity, and a willingness to change systems that are no longer fit for purpose. That message of unity was echoed again in the days after Tumbler Ridge, when he invited the leaders of all federal parties to travel with him to the community, and they stood together at a vigil to speak of national solidarity and shared grief.

Those gestures matter. They signal that public safety and community wellbeing are not partisan issues.

At the same time, federal and provincial policy choices are reshaping the landscape in which municipalities must now operate. Ottawa has committed significant new funding to increase RCMP capacity, including a multi-year plan to hire 1,000 additional RCMP personnel and invest in federal policing across Canada. In theory, these investments should enhance safety. But on the ground in British Columbia, many small communities still rely on tiny, understaffed RCMP detachments, long backup times, and expensive downloaded emergency-communications costs that local governments neither designed nor control, and which could be impeding public safety as a whole.

E-Comm 911 operates as a stand-alone corporation under the Business Corporations Act, providing centralized emergency communications while municipalities shoulder rising costs. Independent reviews have already identified issues with its governance, financial controls, and cost structure, and recommended reforms to make the service more sustainable and accountable to local governments. Yet municipalities are still being asked to pay more into a model where real influence over priorities and performance remains limited.

From a municipal perspective, this creates a tension that Carney himself has described in the international context: authority and resources are often centralized, while risk and responsibility are pushed downward. The language of unity and resilience at the national and global level is welcome — but it must translate into structures where local governments have the tools, information, and authority they need to keep their residents safe.

For mayors and councils, the question is not whether to stand with communities like Tumbler Ridge in their grief. You already do. The question is whether the systems surrounding you will allow that solidarity to become structural: more transparency, more local oversight, and fewer situations where municipalities are asked to fund arrangements they cannot meaningfully shape.

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## Municipal Leadership Matters

In this environment, municipal leadership has become more important than ever.

I wish to acknowledge and commend:

- **The Mayor and Council of the City of Colwood**, for prioritizing transparency and calling for investigation and clarity regarding policing infrastructure. Their actions correctly demonstrate that public safety *must* be grounded in openness and accountability.
- **The Mayor and Council of the City of Langford**, for defending democratic process, fiscal clarity and their citizens in general in the face of complex budget pressures, rising service costs and other areas.
- **The municipalities that have united to challenge E-Comm funding arrangements**, demonstrating that collaboration and principled action remain powerful tools for protecting local governance.
- and **many other recent examples** of Mayors and Councils upholding democratic principles across the province.

These actions reflect the strength of municipal leadership across British Columbia.

They are also directly relevant to smaller, more remote communities like Tumbler Ridge. The RCMP detachment there has only five members; at the time of the shooting, two officers were on duty, two came in

from off-shift, and one was out of the community. Backup had to drive in from other towns, and paramedic resources had to be reinforced from outside the area.

In this case, the officers' response was rightly described as heroic, and their speed almost certainly saved additional lives. But the structure itself — tiny detachments, long distances for backup, limited local ambulance capacity — exposes just how thin the margin is. In communities like this, nobody needs a lecture to understand why having a partner and adequate coverage are not luxuries; they are basic conditions of safe response.

At the same time, municipalities across B.C. are being asked to absorb emergency-communications costs they do not control. Downloaded E-Comm and 911 fees have long forced local governments into impossible trade-offs: paying more to sustain centralized arrangements while struggling to maintain the front-line staffing and coverage their residents actually rely on.

For a large city, those pressures are serious. For a small municipality with a five-member detachment and a single full-time ambulance unit, they can be existential. It is understandable that many municipalities feel they cannot afford to build and operate their own fully independent emergency-services infrastructure, but that reality makes it even more urgent to ask a harder question: who ultimately pays the price when local governments are required to keep funding centralized structures that are not clearly demonstrating they are reducing risk?

Every dollar redirected into unexplained or poorly governed cost increases is a dollar that cannot go toward ensuring officers are not responding alone, that paramedic coverage is adequate, and that local public-safety gaps are actually being closed.

This is why municipal unity on issues like E-Comm cannot stop at one region or one news cycle. When municipalities stand together to demand transparent cost structures, fair governance, and a say in how emergency-service dollars are spent, they are not simply arguing about budgets. They are defending the practical conditions that determine whether small communities have enough people on the ground when it matters most.

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## The Need for Structural Reform

When systems lack transparency and clear accountability, decision-makers are forced to operate with incomplete information. Funding then risks sustaining structures whose effectiveness cannot be fully evaluated. Without reliable data, lessons learned, and open review, it becomes difficult to identify what is working, what is not, and where reforms are needed.

An entire structural shift is necessary: away from opaque, stigma-tolerant systems and toward governance grounded in destigmatization, transparency, fairness, and measurable outcomes. That means:

- post-incident reviews that are **independent, timely, and made public wherever possible**;
- funding arrangements that are linked to **clear performance metrics and open reporting**, not just institutional survival;
- workplace cultures in policing, bylaw, and other public services where **stigma and retaliation are not tolerated**, and where staff are supported to raise concerns early; and

- legal and policy frameworks that recognize **mental-health information as highly sensitive**, with strong safeguards around when and how it can be accessed and transparency surrounding exactly how it is being used on a case by case basis.

Such a shift is essential if we are to prevent future tragedies and rebuild public trust. Without it, we risk continuing to pour resources into systems and structures that cannot show they are reducing risk — and, in the worst cases, *may be quietly amplifying it*. A system that normalizes or weaponizes stigma will struggle to engage with mental illness safely; it will keep turning preventable crises into avoidable catastrophes, no matter how much funding it receives.

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## A Call for Unity Around Democratic Principles

Public safety depends on:

- trust in institutions,
- confidence in oversight, and
- lessons being learned openly after tragedies.

Municipalities are uniquely positioned to uphold these democratic principles. You are closest to the communities who are grieving now, and closest to the front-line staff who are asked to carry impossible loads with limited support — often within systems that local governments do not fully control.

The new provincially funded HealthIM mental-health screening app is just one example. This system is being deployed through provincial ministries and police leadership, yet the consequences of how it is used will be felt in municipal streets, schools, and homes. When policing is provided by a federal force using provincial tools, local democratic oversight becomes even more distant. Municipalities cannot meaningfully de-stigmatize or reform what they cannot see, cannot question, and do not govern.

By standing together, local governments can:

- Advocate for fully transparent, independent reviews after major incidents — including Saanich, Lapu-Lapu, and Tumbler Ridge — so communities can understand what was tried, what failed, and what must change.
- Insist on meaningful oversight of services funded by municipal taxpayers, including E-Comm 911. Municipalities should **not** be expected to fund or host systems over which they have no real say.
- Explore local alternatives where appropriate — including municipal policing and locally governed emergency-communications services — so that accountability flows back to elected councils rather than disappearing into federal–provincial arrangements.
- Tie future funding support to clear conditions: public reporting, measurable outcomes, and demonstrable efforts to address stigma and workplace culture inside public institutions, not just “more money into the same structure that is failing.”

- Use forums such as UBCM and regional tables to coordinate positions, share information, and resist further downloading of risk and cost without corresponding local control.

In the media conversation that follows tragedies like Tumbler Ridge, there is often a familiar pattern: opinion-based commentary that frames the response primarily as a need for more funding for the very same systems, and reassurances that such events are aberrations. For years, many in British Columbia could tell themselves that school shootings were a problem that “only happened in the United States.” That is no longer credible. Calls for resources are understandable, but if grief is channelled only into preserving existing funding streams, without examining whether the current structure is actually working, then the opportunity to make people meaningfully safer will have been missed.

Municipalities do not have to accept that narrative. You can demand better data, better governance, and better culture — and you can refuse to support any model that expands access to residents’ personal information while keeping institutional decisions hidden from public view.

It is important to say plainly that this letter — and the series of letters that preceded it — were written with one central aim: to prevent exactly this kind of tragedy from occurring. It is too early to know what motivated the Tumbler Ridge shooter, and it is possible that the full answer will never be known. In other cases, such as the Saanich shootout, public explanations have leaned on concepts like an “internet bubble.” That may capture part of the story, but communities are also entitled to ask harder questions about offline experiences — including whether prior contact with school-based policing or other institutions left individuals feeling stigmatized, dismissed, or targeted. Those questions do not blame any one profession or identity; they simply refuse to ignore the role that stigma, power, and silence can play when people lose faith that lawful avenues will ever lead to fairness.

The intention behind raising these concerns is not to score political points after the fact, but to ensure that the next potential tragedy is interrupted long before it reaches another classroom, festival, or bank. When residents call for help, the systems they rely on must be both effective and accountable — and the people working inside those systems must be supported, not stigmatized.

In Tumbler Ridge, it is not only the families of the children and teacher who were killed who are grieving. Surviving relatives of the accused — including children now left without one or both parents — are also victims and will equally carry the weight of what happened for the rest of their lives. Around the world, there are instances where, over time and entirely on their own terms, families on opposite sides of a tragedy have chosen to build unexpected forms of relationship and support: shared community rituals, informal mentoring, and in rare cases even guardianship or adoption-type arrangements. No one can or should prescribe that path here; it would have to be voluntary, survivor-led, and carefully supported. But municipalities can recognize that true healing sometimes includes making space for survivor-led, restorative forms of unity — between families, neighbours, and communities — if and when those directly affected ever seek it.

This is *not* a political issue.  
It is a **civic** one.

Transparency, destigmatization, and shared accountability are some of the strongest foundations of *public safety*.

Respectfully,

Philip Perras  
Student at Camosun College

[REDACTED]  
Kamloops, BC,  
[REDACTED]



# Call for 2026 Resolutions Notice

*Celebrating 100 Years of Collaboration ~ 1926 - 2026*

Resolutions provide an opportunity for local governments of all sizes and from all areas of the TCYHA region/Yellowhead Corridor to express concerns, share their experiences and take a united position.

The date for our Annual General Meeting has been set for Friday May 29<sup>th</sup> – this will also be our Centennial celebration. As in previous years, the Annual General Meeting will be in Edmonton AB as a hybrid event; both In Person as well as virtual participation (by Zoom).

We take this opportunity to invite your Municipality to consider preparing a Resolution(s) for the AGM in hopes this provides ample time to consider making a submission.

Are there any issues concerning the highway (TC Yellowhead #16 or BC Yellowhead #5) that are bothering you? Is there anything to do with the highway corridor that is of concern to your municipality? Is it infrastructure improvements that are needed, or better signage, or some other issue that you need assistance with to advocate to Government. If so, please construct that in the form of a Resolution and submit it for discussion at our Annual General Meeting.

Our members submit resolutions on province-wide or region-specific issues for consideration by the full membership at the TCYHA's Annual General Meeting. Resolutions endorsed by the membership are conveyed to senior levels of government and other stakeholders involved in the affairs of our four western provinces.

Resolutions must be submitted by a member community in order to reach the floor at the TCYHA Annual General Meeting. A representative of the municipality is required to present the Resolution for it to be voted on; this assures that if there are any questions concerning the Resolution someone would be available to answer.

**We would like to give municipalities' sufficient time to consider submitting Resolutions and we encourage you to begin the process and submit at your earliest convenience. At this time the deadline for submitting Resolutions for consideration at the AGM is set for Thursday April 30<sup>th</sup>.**

The procedures and forms can be found at: <https://www.goyellowhead.com/association/resources/>. Please ensure that all the documentation is completed prior to submission.

Submit your resolution(s), with the Subject line "TCYHA Resolutions **2026** – Attn: Resolutions Chair" to [admin@goyellowhead.com](mailto:admin@goyellowhead.com).

If you would like any further information on the above, including the Zoom link for the AGM, contact our C.A.O. John Wojcicki at [admin@goyellowhead.com](mailto:admin@goyellowhead.com).

Thank you.

Safe travels and stay healthy,

A handwritten signature in black ink, appearing to read "Pete Pearson".

Pete Pearson (Councillor, Valemount BC)  
President  
TCYHA Board of Directors

A handwritten signature in blue ink, appearing to read "Sandy Salt".

Sandy Salt (Life Member)  
Resolutions Chair  
TCYHA Board of Directors