

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

Held on Monday, April 14, 2025 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 Scott Kershaw  
Councillor Louise Lodge  
Councillor Colin McInnis  
Councillor Brody Mosdell

Regrets: Councillor Donna Kibble

Staff: Daniel Drexler, Chief Administrative Officer      Chris Matthews, Public Works Manager  
Tasha Buchanan, Corporate Officer

*Mayor Kerslake called the meeting to order at 5:45pm*

**1. ADOPTION OF AGENDA**

A late entry item to award the contract for *Cluster C WWTP Process Design, Equipment, Supply, and Commissioning to Nexom Inc.* was added to the agenda as Item 4b.

Moved by Councillor McInnis

Seconded by Councillor Lodge

That Council approve the April 14, 2025, Regular Council Meeting Agenda as amended.

CARRIED

**2. ADOPTION OF MINUTES**

a. Moved by Councillor McInnis

Seconded by Councillor Lodge

That Council adopt the minutes of the March 24, 2025, Regular Council Meeting.

CARRIED

b. Moved by Councillor Armstrong

Seconded by Councillor Mosdell

That Council adopt the minutes of the March 31, 2025 SPECIAL Council Meeting.

CARRIED

**3. PETITIONS AND DELEGATIONS – none scheduled**

**4. STAFF REPORTS**

a. Departmental Updates – Department Heads

*\*submitted for information*

An overview of the written report was provided to Council. Councillor Armstrong noted that she has received an inquiry regarding Bandshell Bathroom availability & cleanliness.

- b. Contract Award for Cluster C WWTP Process Design, Equipment, Supply and Commissioning – C. Matthews, Public Works Manager

**Moved by Councillor Kershaw**

**Seconded by Councillor Lodge**

**THAT Council award the contract for Cluster C WWTP Process, Design, Equipment, Supply and Commissioning to Nexom Inc. at a cost of \$1,295,700 (inclusive GST)**

**CARRIED**

- c. Resolution of Temporary Encroachment on District Road Allowance at 388 Hall Rd by Way of Formal Agreement – T. Buchanan, Corporate Officer

A resolution that was made on July 2, 2013 that allowed an encroachment by the current owner of 388 Hall Road “*until a permanent office is built on the property.*” A permanent office has not yet been constructed and therefore, twelve years later, the encroachment still exists. The property owner has recently submitted an application for a building permit to construct a permanent replacement of the current tent structure on the property that serves as the main shop for the vehicle repair business. It has been communicated to the Building Inspector that this structure has already been fully purchased and is delivery ready. Delivery can be made as soon as a building permit is obtained and the concrete foundation poured.

During the routine plan checking during staff’s review of the application, the encroachment issue was flagged to be resolved prior to the permit’s issuance. In order to adequately resolve this issue, staff recommended that Council rescind the original July 2, 2013 resolution and enter into a formal, written agreement as presented that provides a firm deadline for the removal of the on-site office that is encroaching on District road allowance along Hall Rd at the front of the property. The property owner has indicated full agreement to such an arrangement.

**Moved by Councillor Lodge**

**Seconded by Councillor McInnis**

1. **THAT Council rescind the following resolution made on July 2, 2013:  
“THAT Council approve an encroachment agreement and issuance of the required building permit for the existing office structure to remain in place until a permanent office is built on the property.”**

**CARRIED**

**Moved by Councillor Lodge**

**Seconded by Councillor McInnis**

2. **THAT the District enter into the written agreement dated April 15, 2025 with Shane Quiding as presented to require the removal of the existing office structure currently encroaching on the District road allowance prior to the expiration date of**

**a valid building permit for its demolition or relocation, along with the other terms and conditions included within the agreement.**

**CARRIED**

- d. School District #73 Playground on District-owned Lands & DoB Trails on SD73-owned Lands – T. Buchanan, Corporate Officer

The five year term lease for the portion of the property (Barriere Elementary original playground area), similar to the lease the District of Barriere has with AG Foods for the Bike Park, the School Board takes over the liability and responsibility for the long term inspection and maintenance of the equipment and the lands upon which they sit. Either party is given the opportunity to terminate the agreement with one month's written notice. The draft renewal agreement is for a five year term backdating to a start date of January 1, 2024 to December 31, 2028.

**Moved by Councillor Kershaw  
Seconded by Councillor Lodge**

1. **That Council direct the Mayor and Corporate Officer to sign the lease renewal agreement with School District #73 lease the lands referred to as Lot "A" for one dollar for a five year term to the end of 2028.**

**CARRIED**

It was reported that when Council approved a Cycling Infrastructure Partnerships Program (CIPP) application for 50/50 trail linkages funding in February of 2014, it was subject to approval from the School District to cross their property near the river. A lease agreement similar to the one in place for the playground was then signed and approved by the School District and District of Barriere as there has been a requirement from CIPP staff to have something (such as a lease) in place with this property to legally establish the right to use it for trail purposes. This agreement is also up for renewal with the same term dates as the playground agreement.

**Moved by Councillor Mosdell  
Seconded by Councillor Lodge**

2. **That Council direct the Mayor and Corporate Officer to sign the lease renewal agreement with School District #73 for part of the lands known as Lot 45, Plan 1746, DL1483, Except southerly 210 feet, KDYD, shown as Schedule 'A' attached to the lease agreement, for one dollar for a five year term to the end of 2028.**

**CARRIED**

- e. 2024 Year End Financials – D. Drexler, CAO

*Councillor Armstrong stepped out of the meeting at 6:36pm*

The CAO provided a detailed overview of the written report, outlining the necessary transfers to balance the end of the 2024 fiscal year budget.

*Councillor Armstrong returned to the meeting at 6:38pm*

**Moved by Councillor Kershaw  
Seconded by Councillor Lodge**

**THAT Council instructs Staff to undertake the following tasks to balance the 2024 budget:**

- 1. Consolidate all Surplus accounts into a single General Surplus account by transferring:**
  - a. \$15,238 from Electronic Equipment Surplus to General Surplus**
  - b. \$52,536 from Fire Surplus to General Surplus**
  - c. \$37,934 from Roads Surplus to General Surplus**
  - d. \$9,904 from Parks Surplus to General Surplus**
  - e. \$18,377 from Cemetery Surplus to General Surplus**
  - f. \$413,265 from Water Surplus to General Surplus**
- 2. Water Utility transfers:**
  - a. \$29,296.58 from LCIP Reserve to Water Utility budget.**
  - b. \$52,599.99 from General Surplus to Water Utility budget.**
- 3. Wastewater Utility transfers:**
  - a. \$44,535.85 to General Surplus.**
- 4. General Operations**
  - a. \$45,744.57 from Land Reserve to General Operations budget**
  - b. \$100,423.13 from General Surplus to General Operations budget.**
- 5. Wastewater Treatment Plant**
  - a. \$257,224 from Growing Communities Fund to the Wastewater Treatment Capital Project.**

**CARRIED**

## **5. BYLAWS and POLICIES**

- a. DRAFT 2025 – 2029 Financial Plan Bylaw No. 254 – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings  
w/attached staff report

**Moved by Councillor Lodge  
Seconded by Councillor Armstrong**

**THAT Council gives first three readings to the 2025-2029 Financial Plan Bylaw No. 254.**

**CARRIED**

- b. DRAFT 2025 Tax Rates Bylaw No. 255 – 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> readings  
w/attached staff report

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

**THAT Council gives first three readings to the 2025 Tax Rates Bylaw No. 255.**

**CARRIED**

**6. CORRESPONDENCE**

- a. For Information
- b. For Action
  - i. Barriere Emergency Services (BES) 2025 Golf Tournament re: Request Sponsorship

**Moved by Councillor Armstrong**

**Seconded by Councillor Mosdell**

**THAT Council approve a sponsorship of the BES 2025 Golf Tournament in the amount of \$500.00.**

**CARRIED**

**7. COUNCIL REPORTS**

- a. Councillor Armstrong provided a verbal report on the following:
  - Attended the April 10, 2025 C2C Meeting in Chu Chua
- b. Councillor Kershaw provided a verbal report on the following:
  - Attended the April 10, 2025 C2C Meeting in Chu Chua
- c. Councillor Mosdell provided a verbal report on the following:
  - Attended the April 10, 2025 C2C Meeting in Chu Chua

**8. MAYOR'S REPORT**

- Attended the April 10, 2025 C2C Meeting in Chu Chua
- Met with Chief Lampreau prior to the MOU signing
- Met with MLA Stamer who indicated he will be attending this year's SILGA Convention.

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

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

**11. CONVENE INTO CLOSED SESSION**

**Moved by Councillor Lodge**

**Seconded by Councillor McInnis**

**THAT pursuant to Sections 90(1)(c)(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 at 7:16p.m.**

**CARRIED**

12. **RECONVENE OPEN MEETING** – *the meeting reconvened into open session at 8:25pm*

13. **NEXT MEETING** – *Regular Council Meeting - May 5, 2025 @ 5:30pm*

14. **ADJOURNMENT**

**Moved by Councillor that the meeting adjourn at 8:27p.m.**

**CARRIED**

Original signed by,  
Mayor Rob Kerslake

Original signed by,  
T. Buchanan, Corporate Officer