

District of Barriere

# REPORT TO COUNCIL

<b>Date:</b> January 13, 2025	
<b>To:</b> Council	<b>From:</b> Department Heads
<b>Re: Departmental Updates</b>	

## **CORPORATE OFFICER:**

### **By-Election**

- Nomination Forms were made available for pick-up on January 2<sup>nd</sup>. The Nomination period begins Tuesday, January 14<sup>th</sup>, 2025 at 9am. Nomination forms can be accepted between that date and 4pm on January 24<sup>th</sup>, 2025.
- A dedicated 2025 By-Election webpage is live on [www.barriere.ca](http://www.barriere.ca) under the Mayor & Council tab. A direct link to that page can also be found in the Nomination Notice posted on the front page. The website is a living page which is updated consistently so voters and candidates are advised to check back often.

### **Recreation**

- Rec Committee Meeting held Monday, January 13<sup>th</sup>, 2025 @9am
- Family Fun Night planning underway.

## **PUBLIC WORKS MANAGER:**

### **Roads**

- Winter roads maintenance contractor is maintaining a high level of service in the community. Very few complaints have been received on road conditions.

### **Parks**

- All park picnic tables have been refurbished for spring deployment
- Applied for BC Hydro re-greening grant & to Community Forest to add shade trees along pathway in Community Park.

### **Utilities**

- 4740 Yellowhead Hwy watermain has been connected to our water system, which provides looping of the main.
- No incidents reported during Christmas break.
- Staff have reviewed the WWTP process design RFP to be issued this month

### **Facilities**

- Completed internet upgrades at SAWRC & Fire department
- Network upgrades also completed at District Office
- Property condition assessments are on-going for all DOB owned facilities as part of asset management program
- Reviewed potential build-out of empty space at BBC. Next steps to contact potential contractors for construction. Funding to come from LGCAP.

## **FIRE DEPARTMENT:**

### **Fire Department Updates:**

- Fire Chief, Alexis Hovenkamp officially started as of January 5<sup>th</sup> 2025

- 1001 Training has started
- Inspections for 2025 have started
- 2023 Volunteer & Composite Fire Department grant closed out with UBCM
- Working with the Barriere Firefighters Association to apply for grants for the fire department
- First Responder Training in progress (6 days of training for volunteers – 9 FFs enrolled)

**FireSmart:**

- Week 1 of the new candidate, Ronja Baggio, in training
- Enrollment into FireSmart Coordinator Training online, which is halfway completed
- Spreadsheet build around the grant and the remaining tasks that need to be met
- A List of FireSmart oriented Social Media posts was created and will be scheduled for each Friday (FireSmart Fridays)
- Preparations begun for Wildfire Preparedness Day on May 3rd, 2025

**Weather:**

- North & South Thompson showing 100% of Normal Snowpack – BC at an overall 87% rate of Snowpack of normal rates
- Areas in the province with normal snowpack levels have an increased risk for spring snowmelt related flooding, especially if La Nina conditions emerge and persist
- There are still three months of snow accumulation season. Snowpack levels can still change significantly

**CHIEF ADMINISTRATIVE OFFICER:**

**Finance:**

- Audit 2023 is now complete and adjustments are being entered into the finance system which should help to more accurately reflect our financial position at the beginning of 2024.
- This will also work into the Audit 2024 process that will start once the yearend processes are complete.
- Based on the delays experienced with the 2023 audit, the timeline for presenting the 2024 audit to Council will most likely be delayed as well
- The overall cost for the audit was roughly \$80,200 (\$50,000 over the original budgeted amount); however, the auditors invested some of their time in streamlining our Tangible Capital Asset register; our amortization calculations, and our asset retirement obligations to name a few. This should help in future years for staff to undertake some of those tasks.
- A quote was received for the 2024 audit for \$32,000 and a multi-year engagement letter with KPMG. If Council would like staff to review other options, this would be the best time to do so; however, as there are various other priorities in the organization and due to the fact that KPMG knows our staff and our current challenges, Staff would support a renewal of up to 3 years with the current auditing firm and intends to enter into such an engagement unless Council directs Staff otherwise.
- Budget preparations continue. The next milestone will be for staff to review all operational and capital needs by the end of January 2025. We anticipate holding a workshop with Council in February to review the first Draft of the budget and any challenges that we foresee.

**Administration:**

- Council is in the process of finalizing the Strategic Plan which is presented on this agenda for consideration.
- Attended the Lower North Thompson Community Forest Society meeting along with the Fire Chief regarding potential grant funding opportunities as part of their granting process.

## **Information Technology:**

- District Staff has updated the network cabling and related equipment at the District Office in preparation for the new phone system.
- The new phone system has been ordered and should arrive within the next week or two. We will let the public know when the cutover date will be as often there can be challenges and lines may be down for a period of time.
- The new internet and network infrastructure at the Solar Aquatics facility is live and we are working to disconnect old lines now.

*\*submitted for information*