

DISTRICT OF BARRIERE
MINUTES OF A REGULAR COUNCIL MEETING

Held on Monday, May 3, 2021 at 7:00pm

Via audio-conference

Present: Mayor Ward Stamer
Councillor Judy Armstrong
Councillor Al Fortin
Councillor Scott Kershaw
Councillor Rob Kerlake
Councillor Donna Kibble

Regrets: Councillor Amanda Sabyan

Staff: Bob Payette, Chief Administrative Officer
Chelsea Young, Finance Officer
Tasha Buchanan, Corporate Officer
Ian Crosson, Utilities Manager

Mayor Stamer called the meeting to order at 7:00pm

1. ADOPTION OF AGENDA

Moved by Mayor Stamer
Seconded by Councillor Armstrong
That Council approve the May 3, 2021 Regular Council Meeting Agenda.

CARRIED

2. ADOPTION OF MINUTES

- a. Moved by Mayor Stamer
Seconded by Councillor Kerlake
That Council adopt the minutes of an April 19, 2021 Public Hearing & Regular Council Meeting

CARRIED

3. PETITIONS AND DELEGATIONS

None scheduled.

4. BYLAWS

- a. District of Barriere Zoning Bylaw No. 111, Amendment Bylaw No. 200 – adoption.

Moved by Mayor Stamer
Seconded by Councillor Kerlake
That District of Barriere Zoning Bylaw No. 111, Amendment Bylaw No. 200 be adopted.

CARRIED

- b. Financial Plan 2021 – 2025 Bylaw No. 203– 1st, 2nd, 3rd readings and adoption

Moved by Mayor Stamer

Seconded by Councillor Kibble

That Financial Plan 2021 – 2025 Bylaw No. 203 be given 1st reading.

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Kibble

That Financial Plan 2021 – 2025 Bylaw No. 203 be given 2nd reading.

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Kibble

That Financial Plan 2021 – 2025 Bylaw No. 203 be given third reading.

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Kibble

That Financial Plan 2021 – 2025 Bylaw No. 203 be adopted.

CARRIED

- c. Tax Rates 2021 Bylaw No. 204 – 1st, 2nd 3rd readings and adoption.

Moved by Mayor Stamer

Seconded by Councillor Armstrong

That Tax Rates 2021 Bylaw No. 204 be given 1st reading.

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Armstrong

That Tax Rates 2021 Bylaw No. 204 be given 2nd reading.

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Armstrong

That Tax Rates 2021 Bylaw No. 204 be given 3rd reading.

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Armstrong

That Tax Rates 2021 Bylaw No. 204 be adopted

CARRIED

5. STAFF REPORTS

- a. Creation of COVID Re-start-up Fund Budget Line Item – C. Young, Finance Officer

In order to keep track of the expenditure of the COVID Re-start-up fund received by the Province, the Finance Officer recommended that a dedicated line-item be included in the budget.

Moved by Mayor Stamer

Seconded by Councillor Kershaw

THAT Council direct staff to create a COVID Re-Start Up line item in the budget and transfer the current balance of COVID Re-Start Up funds to that newly created line-item account.

CARRIED

- b. UBCM Asset Management Program Grant – B. Payette, CAO

The CAO reported that the UBCM Asset Management Program grant's purpose is to support local governments in taking appropriate steps on the path to better asset management practices. A further objective of the program is to support local governments in meeting their asset management commitments under the Gas Tax Fund. The funding offer is currently open for applicants and covers 50% of project costs. The 50% remainder can be covered by Gas Tax.

Moved by Mayor Stamer

Seconded by Councillor Kershaw

THAT Council direct staff to apply for funding through the UBCM MMPP Asset Management Planning Program for Roads and Utility Assets planning; and

THAT the District of Barriere commits to conducting the following activities in its proposed project submitted to UBCM to advance our asset management planning program:

- 1) **Review and update of all existing documents, and**
- 2) **Draft and finalize Asset Management Plan**

Be it further resolved, THAT the District of Barriere commits \$15,000 from Gas Tax toward the costs of this initiative.

CARRIED

c. Development Planning Grant – B. Payette, CAO

The CAO reported a new funding opportunity: The UBCM Local Government Development Approvals Grant program is designed to support municipalities in making their development approval process more efficient. The grant will cover 100% of costs. The Program requires a resolution from Council indicating support for the proposed activities and a willingness to provide overall grant management.

Moved by Mayor Stamer

Seconded by Councillor Kerlake

THAT Council direct staff to apply for up to \$75,000 in funding from UBCM Local Government Development Approvals Grant Application Submission, and

THAT the District of Barriere commits to conducting the following activities in its proposed project submitted to the UBCM Local Government Development Approvals Program to advance our development approvals processes and procedures:

- 1) Review and update the District's Development Approval Procedures Bylaw.**
- 2) Develop a Development Procedures Manual.**
- 3) Ensure alignment between the District's various development approvals processes and the District's building permit process.**
- 4) Review and update the District's Zoning Bylaw with the aim of reducing common variances.**
- 5) Undertake a review of the District's Development Permit (DP) guidelines to ensure a clear decision-making framework is in place. This will include exploring the potential delegation of some DP approvals to District staff, with the goal of reducing the burden on Council for the approval of minor DP applications.**
- 6) Create brochures which clearly outline the various development applications/processes.**
- 7) Develop application forms for the various development approvals applications.**
- 8) Review the District's agency referrals process, with a specific focus on ensuring Simpcw First Nation is appropriately included in the referrals process.**
- 9) Undertake staff workshops to review updated documents and processes.**

CARRIED

- d. Development Permit Application DP-21-01 BMI – T. Buchanan, Corporate Officer
**Application to permit the addition of an uncovered patio on the south end of the Armour Mountain Inn Pub.*

It was reported that Ministry of Transportation and Infrastructure, BC Hydro, Telus and Interior Health all have no concerns with the application.

**Moved by Mayor Stamer
Seconded by Councillor Kershaw
That Council approve DP-21-01 BMI for an outdoor dining patio as presented.**

CARRIED

- e. CAO Update – B. Payette, CAO
**Submitted for information*

The CAO provided an overview of the written report. Additional discussion was held regarding the Ridge playground repair where it was noted that the required repairs as notified by the School District, is expected to be approximately \$35,000.

**Moved by Mayor Stamer
Seconded by Councillor Armstrong
That Council authorize the expenditure of up to \$35,000 in COVID relief funds to make the necessary repairs to the Ridge playground to meet CSA standard.**

CARRIED

**Moved by Mayor Stamer
Seconded by Councillor Kibble
That Council direct staff run the necessary checks in order to detect and repair any leaks in the parks irrigation lines.**

CARRIED

**Moved by Councillor Fortin
Seconded by Councillor Armstrong
That staff be directed to dispose of the debris that has been placed within the District's new property in the LCIP and that the funds come from the Council Grants line item; and FURTHER, that a line item be created**

CARRIED

6. PROCLAMATIONS

None scheduled.

7. CORRESPONDENCE

a. For Information

Moved by Mayor Stamer

Seconded by Councillor Armstrong

That Council support the District of Clearwater's resolution National Suicide Hotline

CARRIED

Moved by Mayor Stamer

Seconded by Councillor Kerlake

That staff forward the correspondence from Community Futures to the Barriere Farmer's Market in case they would like to request to be included in the Program.

CARRIED

b. For Action

None submitted.

8. COUNCIL REPORTS

a. Councillor Armstrong provided a verbal report on the following:

- Thanked Councillor Kibble for all of her work she has accomplished on the Barriere Blooms Program.

b. Councillor Kibble provided a verbal report on the following:

- The NTFFRA is planning on a three-day drive-thru for the 2021 event.

9. MAYOR'S REPORT

The Mayor provided a verbal update on the following:

- Participated in various TNRD Board Meetings, Economic Development and other Committee Meetings.

10. PUBLIC INQUIRIES

None presented.

11. NOTICE OF MOTION

None presented.

12. NEXT MEETINGS

- ### a. Committee of the Whole Meeting – Monday, May 10th, 2021 @ 5:00pm

- b. Regular Council Meeting – Monday, May 17th, 2021 @ 7pm
- c. Council to Council Meeting with Simpcw First Nation – Tuesday, May 18th, 2021 @4pm

13. ADJOURNMENT

Moved by Councillor Kerslake that the meeting adjourn at 8:55pm

CARRIED

Mayor Ward Stamer

Bob Payette, CAO