

**DISTRICT OF BARRIERE**  
**MINUTES OF A COMMITTEE OF THE WHOLE MEETING**

Held on Monday January 24, 2022 at 5:00pm in the Council Chambers at Municipal Hall  
4936 Barriere Town Road, Barriere, B.C.

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

Present: Councillor Scott Kershaw – Chair  
Mayor Ward Stamer  
Councillor Judy Armstrong  
Councillor Rob Kerlake  
Councillor Donna Kibble

Regrets: Councillor Al Fortin  
Councillor Amanda Sabyan

Staff: Bob Payette, Chief Administrative Officer  
Tasha Buchanan, Corporate Officer  
Chelsea Young, Finance Officer  
Chris Matthews, Parks & Roads Manager  
Ashley Wohlgemuth, Fire Chief

*Chair Kershaw called the meeting to order at 5:15pm.*

**1. ADOPTION OF AGENDA**

Moved by Councillor Kerlake  
Seconded by Councillor Kibble  
That the Committee approve the January 24<sup>th</sup>, 2022 Committee of the Whole Meeting  
Agenda.

CARRIED

**2. 2022 DRAFT BUDGET DISCUSSION – 1<sup>st</sup> review**

- i) Staffing  
The CAO distributed the District’s Organization Chart which included vacant and proposed, future positions (i.e. Bylaw Enforcement Officer, Recreation Coordinator, Planning and a Public Works Manager that oversees the outside departments. Chris Matthews has agreed to fulfill the role as Acting Public Works Manager for the time being as requested by the CAO.

The CAO also distributed the daily tasks/duties of the Utilities Operators.  
The need for a maintenance plan/schedule was reiterated.

*Councillor Armstrong declared a conflict of interest as an employee of NTACS who is currently contracted to act as programming coordination for the District and left the meeting at 5:42pm.*

The CAO proposed including in the 2022 Budget, the allocation for a 20hr/week (approx.) Recreation Coordinator position and suggested a Standing Committee to help oversee community programming.

**Moved by Mayor Stamer**

**Seconded by Councillor Kerslake**

**That staff be directed to bring forward a recommendation on establishing a Recreation Programming Committee.**

**CARRIED**

*Councillor Armstrong returned to the meeting at 5:50pm*

➤ **Fire Chief/Deputy Fire Chief Remuneration**

The CAO distributed information outlining the current Fire Chief annual wage which is based on 40hrs a month totaling \$12,000 per year. The CAO proposed that the Fire Chief wage be increased to being based on 50hrs a month totaling \$16,500 per year.

In addition, the Deputy Chief currently is not remunerated. The CAO proposed that the Deputy Chief receive an annual wage based on 25hrs a month totaling \$6,000 per year.

The issue previously discussed at the last Council meeting regarding the Wildfire Mutual Aid pay from the Province was raised. The Finance Officer reported that the Province issues payment of wages upon verifying all of the information submitted and this process historically has always taken considerable time. Errors and discrepancies are often found and therefore issuing payment prior to verification could lead to accounting corrections and repayment requirements.

The Fire Chief noted that, to date, no major issues have been raised by members due to this known issue.

**Moved by Mayor Stamer**

**Seconded by Councillor Kerslake**

**That Council approve the proposed Fire Department remuneration increases as presented.**

**CARRIED**

ii) **General Operations**

The Finance Officer provided an overview of the proposed 2022 General Operational Budget. Key items noted were:

- A Trail Plan is to come to Council for review in the near future.
- An increase in street and park lighting is included due to new additions
- It was requested that a Music in the Park budget of \$5,000 in COVID funds be included.
- It was suggested that staff disperse the old parks truck and with the funds received from that to be put towards a new truck purchase.
- Two new cardboard bins plus a couple more dumpsters were included.

- It was suggested that \$7,500 be included in the budget for Economic Development to facilitate partnership with the Downtown Association
- It was suggested that a possible cover for bleacher seating be explored.
- It was noted that a Columbarium additional has been identified to cost approximately \$28,000 should Council want to discuss the addition going forward.

iii) Wastewater Facilities

- Included in this proposed budget is the planned, annual wastewater fee increase from \$132 to \$155 per quarter.
- A camera inspection on all wastewater lines is included in the proposed budget which may be covered by the grant that is currently being submitted. However, if the grant is not successful, the work is still highly recommended.
- The LS1 Pump needs to be replaced at a cost of \$35,000.
- It was noted that the proposed wastewater study be contingent on guaranteed capacity.

**Moved by Mayor Stamer**

**Seconded by Councillor Kerlake**

**That Council approve the expense of \$35,000 from Gas Tax funds for LS1 Pump replacement.**

**CARRIED**

The following budget discussions were postponed for the next Committee Meeting:

- iv) LCIP
- v) Water

**3. PUBLIC INQUIRIES – None presented.**

**4. NEXT MEETING**

February 14, 2022 @5:15pm – Budget Review

**5. ADJOURNMENT**

**Moved by Councillor Kerlake that the meeting adjourn at 6:55p.m.**

**CARRIED**

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Chair Scott Kershaw

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Bob Payette, CAO