

District of Barriere  
**REPORT TO COUNCIL**

<b>Date:</b> January 8, 2024	
<b>To:</b> Council	<b>From:</b> Tasha Buchanan, Acting CAO
<b>Re: Administrative Updates</b>	

**ACTING CAO UPDATE:**

**Development Projects:**

- Dixon Creek Development - Staff completed the servicing strategy as part of the final rezoning approval. At the request of the developer, this project has been put on hold. The draft Zoning Amendment Bylaw will remain unadopted at 3<sup>rd</sup> reading for the time being.
- Met often with departing Mr. Payette to receive as many status updates as possible on current and upcoming projects.

**PUBLIC WORKS MANAGER:**

**Flume Project:**

- Captain Kerslake of the Flume Tiger Team continues his finest work on the interior construction:
  - Electrical installation for all spaces complete
  - Internet cable for future fibre services installed
  - Contract for insulation & drywalls is underway
  - Doors, windows, flooring, lighting, all in progress
  - Cabinetry has been ordered
  - Office leases, legal reviews are completed, execution of leases in progress.
  - Next Steps: Signage and official building name finalization

**Roads & Parks:**

- Added more lights and decorations to Fadear Park prior to the holidays. Rec committee has purchased more for next year as well.
- Ice rink could be on the horizon as colder temperatures are forecasted.
- More shouldering work and pothole repairs have been completed.
- Signed winter road maintenance reciprocal agreement with ARGO – Dixon Creek Road v Agate Bay Road

## **Utilities:**

- New solar panel system was installed at LCIP reservoir to power sensors and communications.
- Teniye Market new watermain tie-in scheduled for January 16. Future watermain extension proposed will improve overall system.
- 2023 Provincial Dam Safety Status Report filing was submitted for Leonie Lake Dam.

## **Environmental Services:**

- The new garbage truck has been ordered. Delivery is expected in October.
- Two spare commercial bins have been refurbished and can be utilized for new businesses.

## **RECREATION COORDINATOR:**

- Next Committee Meeting: Jan. 17, 2023 @ 9:30am

## **FINANCE OFFICER:**

### **Reminder of draft Budget Meeting Schedule:**

- Monday, January 22, 2024 – Regular Council Meeting @ 7:00pm for 2023 Budget Final
- Monday, February 12, 2024 – *Special Budget* Council Meeting @ 5:30pm for 1<sup>st</sup> look at Draft 2024 Budget
- Monday, February 26, 2024 – *Special Budget* Council Meeting @ 5:30pm for 2<sup>nd</sup> review of Draft 2024 Budget
- Monday, March 11, 2024 – Regular Council Meeting @ 7:00pm for 3<sup>rd</sup> review (and possibly final) of Draft 2024 Budget & tax implications
- Monday, March 25, 2024 – Regular Council Meeting @ 7:00pm for 4<sup>th</sup> (and possibly final) review of Draft 2024 Budget & tax implications
- Monday, April 22, 2024 – Regular Council Meeting @ 7pm for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> readings of 5-year Financial Plan & Tax Rate Bylaws
- Monday, May 13, 2024 – Regular Council Meeting @ 7:00pm for adoption of Financial Plan & Tax Rate Bylaws.

## **CORPORATE OFFICER:**

- Preparing a number of draft Fees & Charges bylaw amendments to present during budget discussions.

- Working with TNRD staff on Recycling Hauling Agreement renewal draft.
- Working on annual Recycle BC report submission.
- Updating of various WorkSafe BC safe work procedures and training.
- CAO Recruitment is ongoing. Hiring Committee meeting later this week to conduct initial electronic interviews of a few selected candidates.

\*submitted for information

Prepared by: Tasha Buchanan, Acting CAO