

District of Barriere
REPORT TO COUNCIL

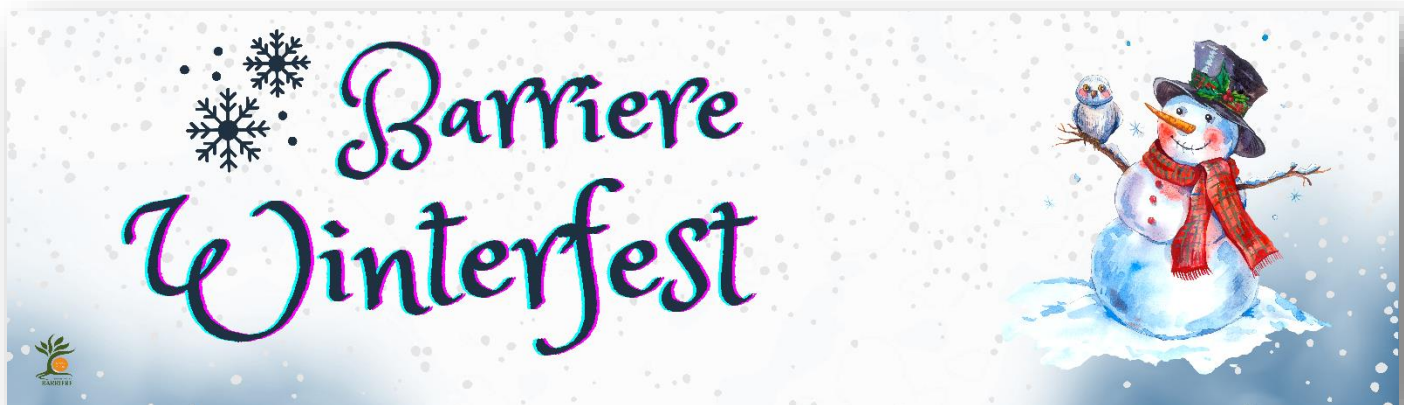
Date: November 18, 2024	
To: Council	From: Department Heads
Re: Departmental Updates	

CORPORATE OFFICER:

- **Reminder:** The District Official Community Plan (OCP) refresh process is underway. The 1st **Public Open House** is scheduled for **Wednesday, November 20th – 6pm – 8pm at the Seniors Hall.**
- Attended a Young Anderson Law Group Seminar in Vancouver on November 8th. Key topics reviewed were new Provincial Housing legislation, Code of Conduct & Workplace Complaints (related to both Council and staff), Finance, Common Issues, Human Rights, FOI, Bylaw Enforcement and Caselaw updates.
- Attended a November 9th, 2024 Board of Variance Hearing as staff liaison.
- Reviewed nine (9) new Business Licence applications submitted within the last week.
- Participated in a free By-Election refresher seminar hosted by the Local Government Management Association (LGMA)
- Continues to support the Finance department in compiling information related to the 2023 audit.
- Simpcw First Nation has offered to host the 2025 Community to Community (C2C) Forum and has suggested one of the following dates:
 - Friday, April 4, 2025
 - Wednesday, April 9, 2025
 - Friday, April 11, 2025

Recreation

- Organizing this year's Winterfest event continues. – **Sunday, December 8, 2024 in Fadear Park, from 1:00pm to 5:00pm** (*Street Hockey Tournament starts at noon*)



PUBLIC WORKS MANAGER:

Roads

- JDV Lot Restoration Winter Road Maintenance contract started on November 1st. Contractor are storing their equipment and sand at Septage Receiving. Plow operators reside locally.
- Dixon Creek Road was recently graded.

Parks

- Holiday decorating in the park and Barriere Town Road Bridge is scheduled this week.

Utilities

- Staff have reviewed the proposed WWTP design from TRUE Consulting. They will be presenting the design to Council in December.
- 4740 Yellowhead Hwy watermain installation will be commencing in the next week or two.
- Reservoir ground maintenance/vegetation control completed.
- New Garbage Truck is expected to arrive by the end of the week

Facilities

- Security cameras are now installed at the BBC.

FIRE DEPARTMENT:

- 5 Calls: Fire Burning Complaint, Fire Alarm, Fire Burning Complaint, Rural Rescue, Fire Alarm
 - Both Fire Burning Complaints were permitted slash piles – Follow up with BCWS was completed in regards to finding local permits
 - Both Fire Alarms were false
- Training: BCHES Landing Zone, Forcible Entry, Radio Communications,
- Working with TNRD on a file within the fire boundary
- Halloween Fireworks success
- Main Extrication Pump pulled from service for maintenance work – loaner supplied by Associated Fire

CHIEF ADMINISTRATIVE OFFICER:

Finance:

- After the discussion at the November 4, 2024, Council meeting, Staff reviewed outstanding utility bills for the District.
 - Regarding recovering any unpaid charges:
By default, at year end, any unpaid utility charges will roll over to property taxes. These charges would incur a penalty and interest charges and would be included in the property tax bills in 2025. For most properties, this would mean that after 2 more years, the District would be able to start a property tax sale process to recover any unpaid utilities and taxes.
 - Regarding the outstanding balances:
Including the recent billing cycle, roughly \$116,000 are currently outstanding (as of November 14, 2024). If the most recent billing cycle is removed, for the first three cycles of the year, the total outstanding amount is roughly \$59,000. The District has around 850 utility accounts, currently roughly 280 accounts are not fully paid up, some of which may be on monthly payment plans though.
- Detailed review of departmental budgets has started with department heads.

Administration:

- Focused primarily on reviewing the Council Code of Conduct, Council Remuneration Bylaw, and Council Procedure Bylaw; and all related policies. Two Bylaws are presented at this meeting for consideration. Other bylaws and policy updates will be introduced in the coming weeks.
- Another primary focus area has been the preparation for the Strategic Planning session for Council on November 22/23. Invites have been sent to Council. Materials are expected to be ready early next week.

**submitted for information*