



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## SPECIAL COUNCIL MEETING

**Date:** Tuesday, March 27, 2012  
**Time:** 10:00 a.m.  
**Location:** Council Chambers, 495 Hot Springs Road  
 Harrison Hot Springs, BC

<b>1. CALL TO ORDER</b>		
	(a)	Meeting called to order by Mayor Facio
<b>2. INTRODUCTION OF LATE ITEMS</b>		
<b>3. APPROVAL OF AGENDA</b>		
<b>4. ADOPTION OF COUNCIL MINUTES</b>		
		Item 4.1
<b>5. BUSINESS ARISING FROM THE MINUTES</b>		
		Item 5.1
<b>6. CONSENT AGENDA</b>		
<b>i. Bylaws</b>	Water Regulation and Fee Amendment Bylaw 999, 2012  Sewer Regulation and Fee Amendment Bylaw 1000, 2012  Sewer Frontage Tax and Water Frontage Tax Repeal Bylaw 1001, 2012	Item 6.i Page 1  Page 5  Page 9
<b>ii. Agreements</b>		Item 6.ii
<b>iii. Committee/ Commission Minutes</b>		Item 6.iii
<b>iv. Correspondence</b>		Item 6 iv

<b>7. DELEGATIONS AND PETITIONS</b>		
<input type="checkbox"/>	None	
<b>8. CORRESPONDENCE</b>		
		Item 8.1
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>		
<b>10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>		
<b>11. REPORTS FROM MAYOR</b>		
<b>12. REPORTS FROM STAFF</b>		
<input type="checkbox"/> Remediation of Village Office	Report of Deputy Chief Administrative Officer/ Corporate Officer – March 21, 2012 Re: Remediation of Village Office  Recommendation:  <b>THAT</b> Gerry Enns Contracting Ltd. be contracted to provide the remediation and renovation to the Village Office in the amount of \$35,748.11 plus HST.	Item 12.1 Page 11
<b>13. BYLAWS</b>		
<input type="checkbox"/> Bylaw No. 1003, 2012, Sewer Development Cost Charge Reserve Fund Temporary Transfer	<b>Recommendation:</b>  <b>THAT</b> Bylaw No. 1003,2012, Sewer Development Cost Charge Reserve Fund Temporary Transfer be read for a first, second and third time.	Item 13.1 Page 13
<b>14. QUESTIONS FROM THE PUBLIC</b>		
<b>15. ADJOURNMENT</b>		



## VILLAGE OF HARRISON HOT SPRINGS

### BYLAW NO. 999

#### A bylaw to amend the Water Regulation Bylaw No. 967

**WHEREAS** the Village of Harrison Hot Spring has deemed it advisable to amend Water Regulation Bylaw No. 967;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Water Regulation and Fee Amendment Bylaw No. 999, 2012".

**2. TEXT AMENDMENT**

- a. THAT Water Regulation Bylaw No. 967 be amended to read; "Village of Harrison Hot Springs Water Regulation and Fee Amendment Bylaw No. 980, 2012"; and
- b. THAT on page 4 under Section 4 Service Connection and Disconnection 4.2, be amended by adding "If the owner does not connect, a user fee will be applied against that property, on the same basis of similar class properties connected to the Village's water system."; and
- c. THAT Schedule "A" to Water Regulation Bylaw No. 967, 2011 is hereby repealed in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

READ A SECOND TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

READ A THIRD TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

RESCIND THIRD READING THIS 19<sup>th</sup> DAY OF MARCH, 2012

AMENDED AND RECONSIDERED A THIRD TIME THIS 19<sup>th</sup> DAY OF MARCH, 2012

ADOPTED THIS     DAY OF MARCH, 2012

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

## **SCHEDULE A**

Pursuant to *Section 194 of the Community Charter* the following fees and charges are imposed in accordance with the terms and conditions approved by Council:

### **1. Water Service Utility Fee**

All properties identified by folio numbers that are connected or can be connected to the water system will pay the following fee, in accordance with the terms and conditions approved by Council.

- |  |   |
|--|---|
| A. Class 1 Residential   | \$207.00/per year   |
| B. Class 6/8 Business and<br>Recreational/ Non Profit  | \$14.64/per meter based on the<br>length of the property able to<br>connect to the water service or a<br>minimum fee of \$207.00/per year |
| C. Where the property has multiple property assessment class designation the<br>fee will be based on the class 6/8 rate. |   |

### **2. User Fees**

All properties connected to the water system will pay the user fees as follows:

- |                              |                   |
|------------------------------|-------------------|
| A. Each Residential Unit     | \$311.00/per year |
| B. Commercial                | \$0.51/cu m       |
| C. Residential Swimming Pool | \$311.00/per year |

### **3. Water Connection Fee**

- |                              |   |
|------------------------------|---|
| A. Single Family             | \$1500.00 plus tax                          |
| B. Duplex (each unit)        | \$1500.00 plus tax                          |
| C. Multi-Family & Commercial | Actual cost plus tax<br>(\$1500.00 deposit) |

### **4. Disconnection Fee**

- |                          |                   |
|--------------------------|-------------------|
| A. Disconnection Fee     | \$150.00 plus tax |
| B. Inspection            | \$ 50.00 plus tax |
| C. Water Turn on/off Fee | \$ 50.00 plus tax |

### **5. Meter Test**

- |                |                   |
|----------------|-------------------|
| A. Residential | \$150.00 plus tax |
| B. Commercial  | \$250.00 plus tax |

6. The user rates will be billed quarterly.
7. A 10% penalty will be applied to any unpaid balance on the fees and charges outstanding by the due date.
8. Any fees and charges remaining unpaid by the end of the calendar year shall be deemed to be taxes in arrears.



## VILLAGE OF HARRISON HOT SPRINGS

### BYLAW NO. 1000

#### A bylaw to amend the Sewer Regulation Bylaw No. 980

**WHEREAS** the Village of Harrison Hot Spring has deemed it advisable to amend Sewer Regulation Bylaw No. 980;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Sewer Regulation and Fee Amendment Bylaw No. 1000, 2012".

**2. TEXT AMENDMENT**

- a. THAT Sewer Regulation Bylaw No. 980 be amended to read: "Village of Harrison Hot Springs Sewer Regulation and Fee Bylaw No. 980, 2012"; and
- b. THAT Schedule "A" to Sewer Regulation Bylaw No. 980, 2011 is hereby repealed in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

READ A SECOND TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

READ A THIRD TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

RESCINDED THIRD READING THIS 19<sup>th</sup> DAY OF MARCH, 2012

AMENDED AND RECONSIDERED A THIRD TIME THIS 19<sup>th</sup> DAY OF MARCH, 2012

ADOPTED THIS     DAY OF MARCH, 2012

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

## SCHEDULE A

Pursuant to *Section 194 of the Community Charter* the following fees and charges are imposed in accordance with the terms and conditions approved by Council:

**1. Sanitary Sewer Service Utility Fee:**

All properties identified by folio numbers that are or can be connected to the sanitary sewer system will pay the following fee:

- |   |   |
|---|---|
| A. Class 1 Residential  | \$ 175.00/per year  |
| B. Class 6/8 Business and Recreational/ Non Profit  | \$ 11.50/per metre based on the length of the property able to connect to the sewer service or a minimum fee of \$175.00 per year |
| C. Where the property has multiple property assessment class designation the fee will be based on the class 6/8 rate. |   |

## 2. User Fee:

All properties connected to the sanitary sewer system will pay the user fees as follows:

<u>Description</u>	<u>Rate</u>
<b>Each Residential Unit</b>	\$ 225.00
<b>Commercial:</b>	
Hotel/Motel (per room)	\$ 129.00
Campground	
Per Campsite	\$ 89.50
Sani-dumps	\$ 89.50
Washroom fixtures	\$ 89.50
Church	\$ 210.00
Barbershop, Beauty Salon	\$ 531.00
Laundry	\$8,053.00
Coin Laundry (per machine)	\$ 56.40
Commercial Pool	\$3,291.00
Spa	\$1,320.75
Licensed Establishment (per seat)	\$ 21.60
Restaurant, Café (per seat)	\$ 21.60
School (per classroom)	\$ 258.00
Retail Establishment	\$ 210.00
Service Station	\$ 421.00
Office	\$ 210.00
Repair Shop	\$ 210.00
Storage/Maintenance Shop	\$ 150.00
<b>Pools/Spas that discharge water</b>	.62m <sup>3</sup>

3. **Service Connection Fee:**

A. Single Family Residential	\$1500.00 plus tax
B. Multi-Family Residential	\$1500.00 plus tax
C. Commercial	Actual cost plus tax (\$1500.00 deposit)

4. **Service Disconnection Fee:** \$ 150.00

5. The user rates will be billed quarterly.
6. A 10% penalty will be applied to any unpaid balance on the fees and charges outstanding by the due date.
7. Any fees and charges remaining unpaid by the end of the calendar year shall be deemed to be taxes in arrears.





**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1001**

**A bylaw to repeal The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347,  
1980 and  
The Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419, 1984**

**WHEREAS** the Mayor and Council adopted The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347 on June 30<sup>th</sup> 1980; and

**WHEREAS** the Mayor and Council adopted the Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419 on November 13, 1984.

**AND WHEREAS** The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347, 1980 and The Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419, 1984 must be repealed;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Repeal Bylaw No. 1001, 2012".

**2. REPEAL**

The following bylaws are hereby repealed:

- (a) The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347, 1980;  
and
- (b) The Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419, 1984.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

READ A SECOND TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

READ A THIRD TIME THIS 5<sup>th</sup> DAY OF MARCH, 2012

ADOPTED THIS            DAY OF MARCH, 2012

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** March 21, 2012

**FROM:** Debra Key, Deputy Chief  
Administrative Officer/CO **FILE:** 0890-20-06

**SUBJECT:** Remediation of Village Office

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On February 21, 2012, a Request For Quotes was issued to provide air quality remediation and renovation to the Village Office building. In response, the Village received three (3) quotes: Gerry Enns Contracting, Fictorie Construction Management Ltd. and Preview Builders International Inc.

The contractors were requested to quote on remediation/renovation based on recommendations provided in an Air Quality Assessment that was completed by Antiquity Environmental Consulting Ltd. that included:

1. Treatment for mould and prevention of air escape in crawlspace
2. Improvements to air quality including ducting, redesign and retrofit to existing HVAC system to include air purification, air filtration and disinfection
3. Treatment and control of pest infestation
4. Improved soffit venting and
5. Removal of carpeting and installation of new 2.16 mm corlon sheet vinyl flooring

Staff met and reviewed the respective quotes. One of the quotes came in at \$84,387 plus HST and the other at \$95,056. Gerry Enns Contracting provided a quote for \$35,748.11 plus HST. Given the vast differences in quotes, staff met with a Gerry Enns Contracting representative to review the recommendations of the Air Quality Assessment report and to ensure all recommendations would be addressed.

Following this meeting, staff has concluded that the best value for money is Gerry Enns Contracting Ltd. The construction and remediation work can begin immediately and should take approximately one month to complete.

**RECOMMENDATION:**

THAT Gerry Enns Contracting Ltd. be contracted to provide the remediation and renovation to the Village Office in the amount of \$35,748.11 plus HST.

Respectfully submitted for your consideration;

  
\_\_\_\_\_  
Debra Key  
Deputy Chief Administrative Officer

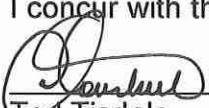
**DIRECTOR OF FINANCE COMMENTS:**

Amount is included in draft budget and for approval in the final budget.

  
\_\_\_\_\_  
Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

I concur with the recommendation.

for   
\_\_\_\_\_  
Ted Tisdale  
Chief Administrative Officer



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1003**

**A bylaw authorizing the temporary transfer of monies in the Sewer Development Cost Charge Reserve Fund.**

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**WHEREAS** there is an unappropriated balance in the Sewer Development Cost Charge Reserve Fund of Six Hundred Sixty-Two Thousand One Hundred Sixty-Six (\$662,166) as at February 29, 2012 which amount has been calculated as follows:

Balance in Reserve Fund at December 31, 2011	\$974,506
Add: allocated from Bylaw No. 981	<313,000>
Interest earned to February 29, 2012	<u>660</u>
Uncommitted balance in reserve fund at February 29, 2012	<u>\$662,166</u>

**AND WHEREAS** it is deemed desirable to transfer a portion of the monies set aside under the Sewer Development Cost Charge Reserve Fund for the purpose of a temporary transfer to the general operating account for the purpose of paying draw No. 10 on the Village's Waste Water Treatment Plant and Collection System upgrade project;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

- a. The sum of Six Hundred Thousand Dollars (\$600,000) is hereby appropriated from the Sewer Development Cost Charge Reserve Fund to be transferred.
- b. The above amount shall be returned to the credit of the Development Cost Charge Reserve Fund upon receipt of funds from claim No. 6 of the Municipal Rural Infrastructure Fund (Wastewater Treatment Plant and Collection System Upgrade Project).

1. **CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Sewer Development Cost Charge Reserve Fund Temporary Transfer Bylaw No. 1003, 2012".

2. **READINGS AND ADOPTION**

READ A FIRST TIME THIS    DAY OF MARCH, 2012

READ A SECOND TIME THIS    DAY OF MARCH, 2012

READ A THIRD TIME THIS    DAY OF MARCH, 2012

ADOPTED THIS    DAY OF APRIL, 2012

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer