



VILLAGE OF HARRISON HOT SPRINGS  
NOTICE OF MEETING  
AND AGENDA

SPECIAL COUNCIL MEETING

Date: Monday, May 07, 2012  
Time: 10:00 a.m.  
Location: Council Chambers, 495 Hot Springs Road  
Harrison Hot Springs, BC

1. CALL TO ORDER			
	(a)	Meeting called to order by Mayor Facio	
2. INTRODUCTION OF LATE ITEMS			
3. APPROVAL OF AGENDA			
4. ADOPTION OF COUNCIL MINUTES			
			Item 4.1
5. BUSINESS ARISING FROM THE MINUTES			
			Item 5.1
6. CONSENT AGENDA			
i. Bylaws			Item 6.i
ii. Agreements			Item 6.ii
iii. Committee/ Commission Minutes			Item 6.iii
iv. Correspondence			Item 6 iv
7. DELEGATIONS AND PETITIONS			



<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"/> Sand Sculpture Proposal	<p>Report of Chief Administrative Officer – April 25, 2012 Re: Sand Sculpture Proposal</p> <p>Recommendation:</p> <p>THAT Council support this event with the proviso that the Village be listed as an additional insured on the CICE insurance policy for the event and that Council allow the members of the CICE to appear as a delegation at an upcoming Council meeting.</p>	Item 12.1 Page 1
<input type="checkbox"/> Joint Emergency Preparedness Program – Light USAR Training	<p>Report of Chief Administrative Officer – April 25, 2012 Re: Joint Emergency Preparedness Program – Light USAR Training</p> <p>Recommendation:</p> <p>THAT Council defer participating in the JEPP Program for Light USAR Training</p>	Item 12.2 Page 16
<input type="checkbox"/> Harrison HopHead Festival	<p>Report of Community and Economic Development Officer – May 2, 2012 Re: Harrison HopHead Festival</p> <p>Recommendation:</p> <p>THAT Council authorize staff to engage the Tourism Harrison Society, on the basis outlined within the proposal, in being the Event Coordinator for the Village in hosting the Harrison HopHead Festival with a commitment of a seed money contribution form the RMI in the amount of \$10,000 towards the event in 2012.</p>	Item 12.3 Page 24



13. BYLAWS		
<input type="checkbox"/> Bylaw No. 1006, Advisory Planning Commission	THAT Bylaw No. 1006, Advisory Planning Commission be read a first, second and third time.	Item 13.1 Page 30
14. QUESTIONS FROM THE PUBLIC		
15. ADJOURNMENT		





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council                      **DATE:** April 25, 2012

**FROM:** Ted Tisdale  
Chief Administrative Officer              **FILE:** 0530

**SUBJECT:** Sand Sculpture Proposal

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#### **PURPOSE:**

For Council to consider supporting the proposal from the Canadian International Cultural Exchange Society to sponsor a Sand Sculpture event from August 1 to September 30, 2012.

#### **BACKGROUND:**

Attached for Council's consideration is a proposal from CICE requesting Council's permission to conduct a sand sculpture event on the foreshore, in the area identified on the attached map, for the period August 1 to September 30, 2012.

CICE have also been asked to explore the feasibility of including the Village as an additional insured on their policy for this event.

It is their intention to open the gates on August 1<sup>st</sup> to allow public viewing as the sculptures are being built. However, it would be their desire to have access to the area on July 23<sup>rd</sup> to do the prep work to facilitate the August 1<sup>st</sup> opening. They have committed to providing all security and safety measures for the protection of the public and the Village. They are proposed to be a self-contained and self-sustaining event that would hopefully, once again, become an annual event for the Village.

The members of the CICE would like to appear as a delegation at an upcoming Council Meeting.

**RECOMMENDATION:**

That Council support this event with the proviso that the Village be listed as an additional insured on the CICE insurance policy for the event and that Council allow the members of the CICE to appear as a delegation at an upcoming Council meeting.

Respectfully submitted for your consideration;



Ted Tisdale  
Chief Administrative Officer

**DIRECTOR OF FINANCE COMMENTS:**

Dale Courtice  
Director of Finance



Canadian International Cultural Exchange Society  
8349 Chelmsford Place  
Chilliwack, BC  
V2R 3X2

RECEIVED  
APR 23 2012  
BY V. OF H.H.S.

April 22, 2012

Mayor and Council  
Village of Harrison Hot Springs  
PO Box 160  
Harrison Hot Springs, BC  
V0M 1K0

Dear Honourable Mayor and Members of the Harrison Council:

Attached for your consideration please find our CICE proposal for a sand sculpture exhibition event for 2012. We respectfully request the opportunity for our delegation to formally present the proposal at the earliest convenience of the Mayor and Council. We understand that the matter of the Harrison lakeshore and beach dispositions has some urgency. Therefore, we are prepared to present the proposal to you on short notice. Our delegation will consist of:

Asai Wu-Brandt, Director  
Errol Brimacombe, Treasurer  
Maureen Kelly, Secretary  
Felix Feng, Member and Sand Sculptor

Please feel free to contact Maureen at 604 796 5557 (Harrison) or 604 796 5505 (Chilliwack) or by e-mail at [brimacombehouse@gmail.com](mailto:brimacombehouse@gmail.com) or [canwestart@shaw.ca](mailto:canwestart@shaw.ca).

For your general interest and edification concerning the scope of our organization's events we have included a catalogue from our most recent Hands Across the Pacific international art show.

We will not require any audio-visual equipment.

We look forward with keen interest to answering your questions and concerns.

Sincerely,



Maureen Kelly  
Secretary  
CICE

FILE #	DATE
<input type="checkbox"/> CAO	<input type="checkbox"/> CO
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRF	<input type="checkbox"/> C/L ENF
<input type="checkbox"/> MGR REV STG	<input type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM A B C	
COUNCIL AGENDA	
DATE	INITIAL <input type="checkbox"/>

A PROPOSAL FOR A HARRISON SAND SCULPTURE EXHIBITION

BY

CANADIAN INTERNATIONAL CULTURAL EXCHANGES

## INTRODUCTION

Canadian International Cultural Exchanges (hereafter CICE) is a not-for-profit organization based in Chilliwack, BC that promotes mutual understanding through cultural exchange. It serves as a voice for artists of contemporary and traditional art forms to express themselves to people of different cultures. Now in its 13<sup>th</sup> year, CICE hosts art shows and cultural events. Its principal show is the Hands Across the Pacific art show which travels annually to China, Korea, Japan, Mongolia and Canada and comprises as many as 175 fresh works of art in a variety of media by artists in the five participating countries.

The ability of the Hands Across the Pacific show to bridge differences was amply demonstrated in 2004. In that year political tensions between China, Japan and Korea were acute, erupting into violence that summer as angry Chinese demonstrated outside the Japanese and Korean embassies in Beijing. Yet, against the odds, diplomats from the Beijing embassies of the very countries embroiled joined representatives from the Canadian embassy in opening an art show in Beijing. That show, hosted by CICE and the Chinese People's Association for Friendship with Foreign Countries, marked the first-ever display of international art at the Chinese National Museum on Tiananmen Square. The success of this show testifies to the power of art to transcend itself and to bridge even severe differences.

Now CICE wishes to expand its repertoire with its first-ever sand sculpture exhibition expressing cross-cultural themes. We are fortunate to have become acquainted with the Feng family of Vancouver and Shanghai, a team of highly experienced and accomplished sand and snow sculptors. They are Guang Xing Feng, the father and master sculptor, and his two sons Felix and Terence. They are all professionally trained artists, and together they have a combined experience of 35

years in these challenging art forms. Please see Appendix A for a synopsis of their professional experience, and some of the awards and honours they have received for their work, among them a 1st place prize at the 2005 Harrison Sand Sculpture World Championships. They are eager to return to Harrison and promise to deliver a dazzling exhibition of some 30 major sculptures. Please see the attached list of proposed works in Appendix B.

#### EXHIBITION TIMING, LOCATION AND THE HARRISON OCP

Briefly, CICE proposes to mount the sand sculpture exhibition from Wednesday August 1, 2012 to Sunday September 30, 2012 on the west to northwest side of the beach which is adjacent to the Harrison lagoon. Please see the attached aerial photograph of the beach and lagoon which highlights the proposed area. This area provides for ready public access without compromising the south side which is most popularly used for swimming, sunbathing and picnics, and it provides for some logistical ease in accessing and distributing the sand necessary for the sculptures. The area will be fenced and gated, for both the protection of the completed sand sculptures and for the purposes of controlled entry and collection of gate fees. We anticipate relatively little obstruction of the views of Harrison Lake, as the section of beach mostly to the north will remain open, although the size of the installation may require some penetration on the north side. Our hope is to keep any such penetration to a minimum. Overall, the site will not greatly interfere with public access, use and enjoyment of the beach. On the contrary, it is hoped that it will *increase* public enjoyment of the beach.

There should be very little noise associated with the exhibition (other than oohs and aahs of appreciation). Initially, for a day or two there will be some noise associated with the heavy equipment used for sand extraction. Beginning this part of the work on a Wednesday should inconvenience fewer people than it would on a weekend, and an early start should help to minimize any noise impacts.

## BENEFITS TO HARRISON AND THE OCP

We at CICE think the benefits of a sand sculpture exhibition for Harrison are considerable and that they speak directly to the intent of the OCP . First, and in keeping with the OCP, a sand sculpture exhibition has a natural compatibility with the lakeshore area and beach, since it is, after all, built of sand - sandcastles writ large. Harrison is famous for its tradition of sand sculptures, and the loss of the Sand Sculpture Society's World Championships is still mourned by visitors to Harrison even five years later, and even more by the small businesses for whom it brought a most welcome extended season. Without question, this project should help to resurrect the image of Harrison Hot Springs as a world class sand sculpture venue. Second, it is expected that a sand sculpture event will help to increase the numbers of visitors to Harrison, with all the economic benefits to the business community which this implies. Recovery from the most recent recession has been slow and painful, and a fresh energy is needed to help put Harrison back on the map. We think that a reinvented Harrison Sand Sculpture Exhibition in 2012 is a good way to encourage economic rebuilding. With this in mind the proposed timing of the event is not accidental. We believe that beginning the exhibition on the first of August will improve the chances for cost recovery of the event and help to ensure that the event can return in 2013. Similarly, continuing the exhibition to the end of September will encourage more visitors to come in the shoulder season and will help to restore the extended season which sand sculptures formerly created. And while it is not our role to define ways and means as to how the village of Harrison might directly raise revenues coinciding with the event, it is not lost on us that it should be possible.

Another consideration in support of the exhibition is the oft repeated complaint that in Harrison there is nothing to do. The Fengs plan a show that should keep

visitors talking and returning for the duration of the event and looking forward in anticipation to 2013. In particular we see the event as providing families of both residents and visitors with a low cost, educational and value-laden experience, one that can be enjoyed by young and old alike. We plan to open the venue for business throughout the first weeks of sand sculpture building, so that the visitors can see firsthand the process by which the sculptures are conceived, built and preserved. There will be opportunities for visitors to talk with the sculptors and ask them questions. Also, it should be possible to set aside a small area for some interactive sculpting for the children who attend.

Finally, and in keeping with our CICE mandate of cross-cultural exchange, there will be the powerful artistry of the sculptures themselves, expressing as they will many cultural themes and iconic symbols. The artistic, educational and cultural value of this should not be underestimated. This too is consistent with the 31 years of Harrison Festival of the Arts, and it will serve as a nice counterpoint to their July event. We see our proposed sand sculpture event existing at the intersection of building on the strengths of the past with a view to creating future events and attractions consistent with a world class resort.

## MARKETING AND PROMOTIONS

In its heyday the original Sand Sculpture Society World Championships attracted as many as 25000 visitors through the gate. We at CICE are aware that there will be some inertia to overcome to achieve those numbers or better, as a loss of 5 years in continuity is significant. That is one reason why we are asking for the month of August. The naturally increased numbers in that month should help to create a strong start for the event and will likely contribute to an enhanced word of mouth component, always the most reliably effective form of advertising. However, we do have a formal advertising plan.

Because the Harrison Sand Sculpture Exhibition will be a family oriented event, our primary advertising budget will be directed toward providing free admission passes for every elementary school child in Vancouver, the Lower Mainland and the Fraser Valley. (Please see Appendix C for the complete event budget estimates.) These passes will be distributed to the schools in June for inclusion in their end of the school year packages coinciding with report cards and other end of the school year promotions. We expect this strategy to enhance gate receipts because all children must be accompanied by an adult. Secondly, we plan newspaper advertising in mid to late July. Our budget for this is relatively small, but we hope to negotiate as much free and low cost advertising as possible given our not-for-profit status. Third, we will be contacting sister organizations in the form of community arts councils and art associations with press releases for inclusion in their newsletters and e-mail notifications. Fourth, we will be contacting every seniors' organization and seniors' care home excursion planner in the region to invite them to plan bus tours and day trips to the event. Fifth, we will contact all the service organizations in the area such as the Rotary Club, the Lions Club, the Elks, etc to inform them of the event and to encourage their members to attend. Sixth, we plan to use some of the cash flow from gate receipts to create another newspaper advertising blitz for the September portion of the show. Seven, we will create a website for the event which can then be linked to other organizations and to Tourism Harrison. We hope not to incur substantial losses in the first year of the event, but we are prepared to incur some in the interests of a longer term strategy for success.

#### GATE FEES AND HOURS OF OPERATION

The gate entry pass will consist of an ink stamp on the back of the hand or on the forearm that will provide all day admission to the venue for that day only. The gate fee structure is proposed as follows:

Adults.....	\$7.50
Seniors 55+.....	\$6.00
Teens.....	\$6.00
Children 12 and under.....	\$5.00
Children 3 and under.....	Free

Proof of age will not be required. We will take people at their word. We propose that the hours of operation should be determined by the evening hours of daylight and Harrison’s seasonality as follows:

August: 9:00 am to 9:00 pm or when dusk falls  
September: 9:00 am to 6:00 pm

INSURANCE

We have contacted a reputable insurance company in Chilliwack (Wheelers) which is prepared to carry our insurance for public liability for both workers and patrons. This item is covered in the budget (Appendix C). We have determined that additional insurance for fencing and gate house is probably not worthwhile.

SECURITY

We anticipate that some nighttime security presence may well be necessary to preserve the integrity of the venue and its sculptures, especially in August. We have budgeted for this item in wages and salaries.

CLEAN UP

CICE undertakes to ensure that the venue is kept clean and tidy and that upon the close of the event the area will be returned to its former state free of debris or damage.



## APPENDIX A – SYNOPSIS OF THE FENGs' RESUMES

Guang Xing Feng has over 20 years experience as a professional artist in traditional woodcut and Chinese painting, and over 9 years experience in sand and snow sculpture. He is a member in good standing of the China Artists Association in the People's Republic of China.

Felix and Terence Feng have 9 and 6 years respectively of professional experience in fine art sculpture and painting, and 7 and 5 years respectively in sand and snow sculpture. Both are graduates in art and design from Ningxia University, PRC, and both have benefitted greatly from the shared work experience and mentoring they have received from father Feng.

All three Fengs have participated in numerous Chinese and international sand sculpture competitions and exhibitions. In addition, they are no strangers to the organization and production end of large events. From 2004 to 2012 they have all three together produced the Sand Lake China Sand Sculpture Exhibition. This annual event averages over 50 metres of sand sculptures and runs for 10 months. More recent productions include in 2008 and 2009 the Shapotou and Hebei Sand Sculpture Exhibitions, which involved managing work crews as large as 15.

Guang Xing Feng is especially proud of his 2<sup>nd</sup> place prize at the 2004 Expo Quebec International Sand Sculpture Competition, and of his 1<sup>st</sup> place prize in Harrison Hot Springs in 2005 at the Sand Sculpture World Championships.

## APPENDIX B

### SOME PROSPECTIVE SAND SCULPTURE THEMES AND TITLES FOR HARRISON

The Fengs plan approximately 20 sculptures exploring Canadian and North American themes. Potential titles include:

1. Canucks hockey or Canada's favourite game
2. Norman Bethune – a famous Canadian revered by the Chinese people
3. Terry Fox – a Canadian icon and hero
4. First Nations images and culture reflecting native people's ways of life
5. A totem pole
6. North American animals and images
7. A "north" pole installation
8. A Rocky Mountain vista
9. A welcome to Harrison Hot Springs installation
10. Some historical themes of Harrison, for instance gold panning or logging
11. Canadian myths and legend, for example, the Sasquatch
12. Some cartoon, comic book and movie themes for the children

A second set of international themes will include at least 10 sculptures. Potential titles include:

1. India's elephant god
2. A rendering of the Taj Mahal and the famous love story associated with it.
3. Ali Baba's flying carpet of Middle East legend.
4. Some sculptures reflecting traditional Chinese stories and legends, for instance, the bridge of birds.
5. Some classical or iconic sights from China such as The Great Wall or the terra cotta warriors and horses of archeological fame

APPENDIX C - THE BUDGET WORK SHEET ESTIMATES FOR  
HARRISON HOT SPRING SAND SCULPTURE EXHIBITION

CONSTRUCTION	QUANTITY	AMOUNT
Sand sculpture formwork		400.00
Board	40 sets @ 200.00 ea	8000.00
Timber	4 @ 800.00	3200.00
Screws and tools	5000	1000.00
Assembly of form work		2000.00
Generator		1000.00
Water pump		500.00
Wire		500.00
Glue water		1000.00
Excavator rent		7000.00
Utilities		5000.00
Fencing		20000.00
Ticket hut		2000.00
OTHER		
Meals and accommodation	12 workers (August)	2000.00
Wages, salaries, honoraria and travel		100000.00
Advertising		25000.00
Insurance		3000.00
Miscellaneous (including cell phone and web page)		1000.00
Total		<hr/> \$182,600.00

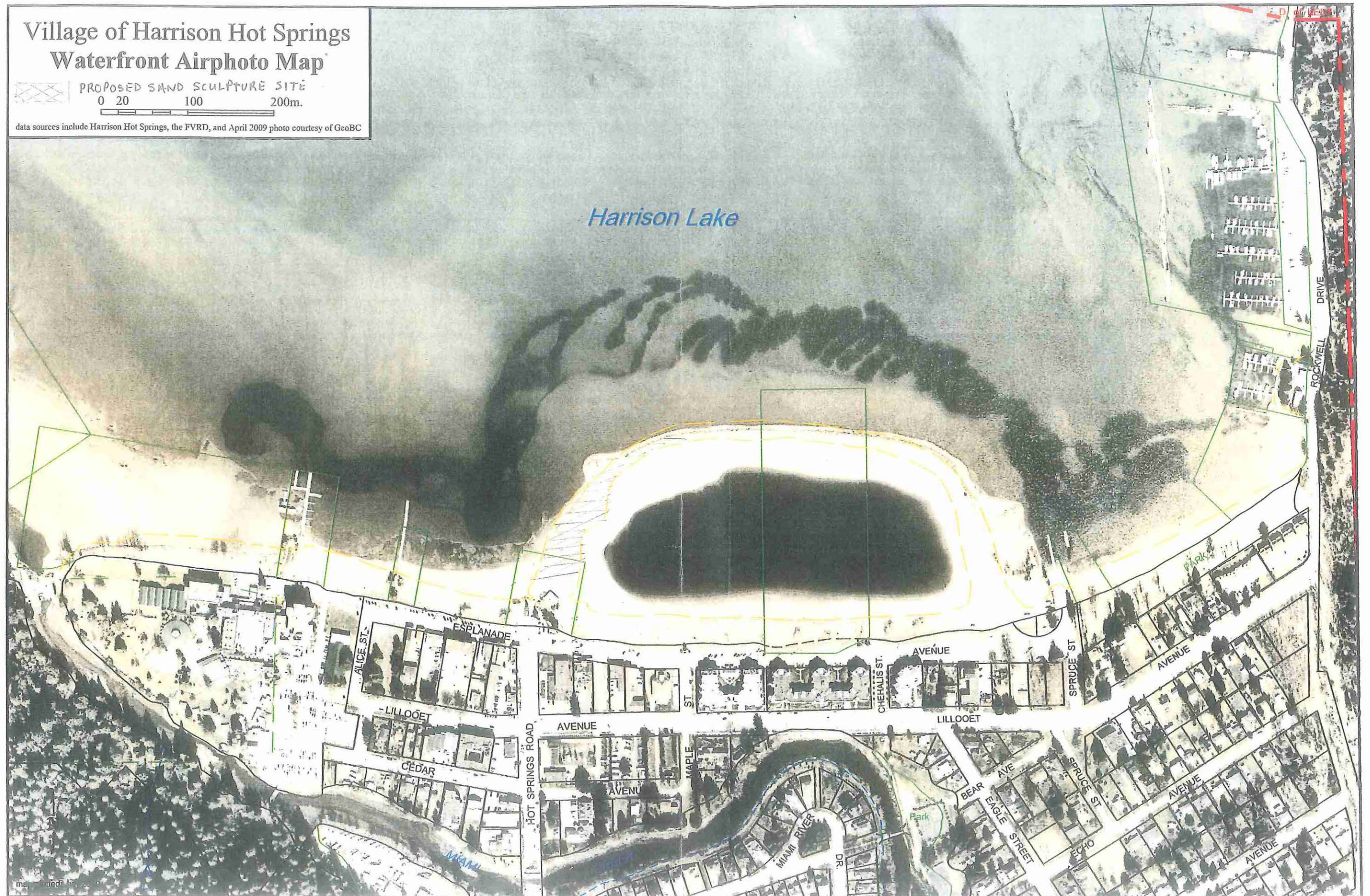




# Village of Harrison Hot Springs Waterfront Airphoto Map

PROPOSED SAND SCULPTURE SITE  
0 20 100 200m.

data sources include Harrison Hot Springs, the FVRD, and April 2009 photo courtesy of GeoBC









## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** April 23, 2012

**FROM:** Ted Tisdale  
Chief Administrative Officer **FILE:** 0530

**SUBJECT:** Joint Emergency Preparedness Program – Light USAR Training

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#### **PURPOSE:**

For Council to approve or not approve the Village participation in the program.

#### **BACKGROUND:**

At the September 14, 2011 meeting of the Joint Emergency Program Committee a resolution was passed that the coordinator apply for JEPP funding for additional Urban Search and Rescue training subject to final approval by both Councils.

On that basis the application was submitted and we have subsequently been informed (April 13, 2012) of its approval in the amount of \$27,472.50. The cost to the two municipalities will be \$13,736.25 shared equally amongst the two resulting in the approximate cost of \$7,000.00 to the Village of Harrison Hot Springs.

Fire Chief Labossiere was asked to comment on the application and his response is attached for Councils consideration. His recommendation is that we defer participating in the program at this time.

#### **RECOMMENDATION:**


That Council defer participating in the JEPP Program for Light USAR Training.

Respectfully submitted for your  
consideration;

  
Ted Tisdale  
Chief Administrative Officer

**DIRECTOR OF FINANCE COMMENTS:**

No funding has been allocated in the budget.

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





Emergency  
Management BC

April 11, 2012

Cheryl Bourel  
Deputy Director of Financial Services  
District of Kent  
via email

Dear Cheryl Bourel:

**Re: 2012-2013 Joint Emergency Preparedness Program (JEPP) Approval for Light  
USAR Training**

I am pleased to announce that the above-noted project has been approved by Public Safety Canada (PSC). Your project number is BC # 1644/12.

The JEPP funding approval was based on total project costs of \$27,472.50 and a 50/50 federal/local government split. The maximum federal funding for this project is set at \$13,736.25. The detailed costing worksheet for your project is attached.

You are reminded that, as part of your agreement with PSC, your project must be completed and submitted to Emergency Management BC by March 31, 2013. Please note the following;

- ▶ expenses which pre-date the project approval date of April 4, 2012 will not be eligible for cost-sharing;
- ▶ costs for activities that have not been pre-approved by PSC will not be reimbursed;
- ▶ a detailed accounting of all expenditures is required; and
- ▶ all claims are subject to audit by provincial and federal auditors.

Each year our JEPP applications far exceed Public Safety Canada's funding limits. Please let us know right away if your project plan changes and/or you expect to have surplus funds so we can redirect these to another local government whose project has been waitlisted.

☒ CAO ☐ Dir. Eng. ☐ Building ☒ JEP ☐ Agenda Date \_\_\_\_\_  
☒ Corp S. ☒ Dir. Fin. ☐ Bylaw ☐ RCMP ☐ In Camera Date \_\_\_\_\_ .../2  
☐ Dev S. ☐ Dep. Fin. ☐ GIS / HR ☐ FIRE ☐ Agenda Place \_\_\_\_\_  
☐ MAYOR ☐ Council ☐ Dir. Rec ☒ Other Joint Emergency Program  
Village of Harrison Hot Springs

Cheryl Bourel  
Page 2

BC JEPP # 1644/12

**To submit your claim:**

**As soon as your project is complete** please visit the EMBC/PEP website at [www.pep.bc.ca](http://www.pep.bc.ca) under the "Funding Programs" section to obtain claim forms and instructions. Do not wait until the March 31<sup>st</sup> deadline to submit your claim.

If you have any questions about the program, please contact this office toll free at 1-888-257-4777.

I wish you every success with your project!

Sincerely,

Carrie Dallaway  
Recovery Officer, Recovery and Funding Programs

Attachment: Costing Worksheet

pc: Roger Poulton/Gerald Basten, Project Manager, District of Kent  
John Oakley, EMBC Senior Regional Manager, South West Region

**JOINT EMERGENCY PREPAREDNESS PROGRAM (JEPP)**  
**Application Costing Worksheet**

**Proposal Title:** Light USAR Project

NAME OF PROVINCIAL/LOCAL  
GOVERNMENT/ABORIGINAL COMMUNITY  
SUBMITTING APPLICATION:

District of Kent



## Emergency Management

Goods and/or Services to be Purchased		A	B	(A+B)
Name of Supplier Providing Quote (Quotes must be attached for each item.)	Each individual item must be listed on a separate line. Consultant/contractor costs must show details -refer to Consultant and Contractor checklist. Quotations must be attached as supporting documentation.	Net Amount of Quote	Eligible Portion of HST (see note 3)	TOTAL
Roco Rescue Canada	Structural Collaspe Level 2 Package including breaching equipment rental - see attached	\$ 27,000.00	\$ 472.50	\$ 27,472.50
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
	Subtotals:	\$ 27,000.00	\$ 472.50	\$ 27,472.50

### Important Notes:

1. Cost-shared ratios are usually 50% federal government and 50% local government. Some exceptions apply when maximum limits for certain goods are capped. See Section 3.3.1 of the federal JEPP Guidelines.
2. If the JEPP federal cost-share exceeds \$150,000, an external audit will be required and audit documentation is required.
3. Local Government Authorities are eligible to claim 25% of the 7% provincial portion of HST.

**Total Cost:**

\$ 27,472.50

**Local Gov't Share:**

50

% \$	13,736.25
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JEPP Federal Gov't  
Share:

50

43 726 25



September 24, 2011

Gerald Basten  
Deputy Fire Chief  
Agassiz Fire Department  
7652 Industrial Way  
Agassiz BC V0M-1A0

Deputy Chief Gerald Basten  
[deputychiefbasten@shaw.ca](mailto:deputychiefbasten@shaw.ca)  
604-819-5570

Dear Gerald:

RE: ROCO RESCUE OF CANADA STRUCTURAL COLLAPSE PROPOSAL:

Thank you for your interest in our rescue training programs. As requested, I am attaching a proposal as well as a private training price list.

From Basic skills to Rescue Technician certification, Roco courses provide safe and efficient techniques with maximum hands-on experience. Participants will learn the latest techniques from our professional instructors whose teaching and rescue experience is unmatched in the industry.

To provide the most realistic experience possible, various materials will be needed for this training including lumber, tools, and backhoe with operator for preparing and covering the trench as well as lots of shoring & pneumatic equipment. This equipment and material must be provided by the client (see attached lists for reference)

We are confident that you will be very pleased with the effectiveness of our training, which is largely due to the quality and experience of our instructors. Our instructor base includes experienced USAR and FEMA Task Force personnel from across the country.

We appreciate the opportunity to submit this proposal and look forward to working with you. Please know that we are dedicated to providing your response personnel with the most effective training experience possible.

*Aimee D. Sims*

Course Coordinator  
[asims@rocorescue.com](mailto:asims@rocorescue.com)  
Phone: 800-647-7626  
Fax: 225-754-7626



Attachments:

- Proposal for Training
- Private Training Price List

Roco has been awarded the OSHA  
VPP Star Award for its on-site safety  
services and training programs.

7077 Exchequer Drive  
Baton Rouge, LA  
70809-4904

Phone: 225-755-7626  
Fax: 225-754-7626

800-647-7626  
[RocoRescue.com](http://RocoRescue.com)



**PROPOSAL FOR RESCUE TRAINING  
URBAN SEARCH & RESCUE**

If you have questions concerning this proposal, please contact Aimee Sims at 800-647-7626 or [asims@rocorescue.com](mailto:asims@rocorescue.com). A Private Training Price Schedule is attached for your reference.

COURSE:	Structural Collapse level 2
PREREQUISITE:	Level 1 review
TRAINING HOURS/DAY:	(4) 10 hour days
NUMBER OF COURSES:	One course
STUDENTS/COURSE:	20 Students max
INSTRUCTORS:	3 Instructors
PROPOSED DATES:	TBA sometime in 2012
TRAINING SITE:	Training site and classroom to be provided by client
TRAINING EQUIPMENT:	Training equipment & materials to be provided by client Level 2 course requires approx 10 concrete breaching slabs 2 concrete pipes 36 inch diam 4 feet long as well as various scrap metal for cutting. Lumber for shoring and manuals supplied by Roco
*PRICE:	Special Rate of \$1,250.00 per student x 20 = \$25,000.00 If breaching equipment is not owned by client add additional \$2000.00 for rental equipment.
TOTAL:	Special flat rate of \$25,000.00 plus rental if required
*Refer to attached Private Training Price List for more information concerning expenses, payment terms and cancellation policy.	

<b>CLIENT CONFIRMATION: To schedule training dates and acknowledge acceptance of pricing and terms, please sign below and FAX to 225-754-7626.</b>	
SIGNATURE:	DATE:
PRINTED NAME:	TITLE:
PURCHASE ORDER #:	
NEAREST MAJOR AIRPORT TO TRAINING SITE:	
RECOMMENDED HOTEL & PHONE #:	

*We appreciate your business and look forward to serving you!*

7077 Exchequer Drive  
Baton Rouge, LA  
70809-4904

Phone: 225-755-7626  
Fax: 225-754-7626

800-647-7626  
[RocoRescue.com](http://RocoRescue.com)



## PRIVATE TRAINING PRICES

PRIVATE TRAINING PRICES	1-14 STUDENTS DAILY RATE	15-21 STUDENTS DAILY RATE
Introduction to Rescue (10-hrs) Prerequisite: None *NEW*	\$ 2,000.00*	\$ 2,500.00*
Rescue I Plus (50-hrs) Prerequisite: None	\$ 2,500.00*	\$ 3,000.00*
Confined Space Tech II Certification (50-hrs) Prerequisite: Rescue I/ I-Plus Rope Rescue Tech II Certification (50-hrs) Prerequisite: Rescue I/ I-Plus	\$ 3,000.00*	\$ 3,500.00*
Fast Track-80 Confined Space Certification (80-hrs) Prerequisite: None Fast-Track-120 CS & Rope Rescue Certification (120-hrs) Prerequisite: None	\$ 3,000.00*	\$ 3,500.00*
Recertification- Confined Space (30-hrs) Prerequisite: Tech II CS Cert or Fast Track™ 80 Recertification- Rope Rescue (40-hrs) Prerequisite: Tech II Rope or Fast Track™ 120	\$ 3,000.00*	\$ 3,500.00*
Annual Confined Space Types Certification (20-hrs) Prerequisite: None *NEW*	\$ 3,000.00*	\$ 3,500.00*
Rescue Refreshers (1 to 3 days) Prerequisite: None	\$ 2,500.00*	\$ 3,000.00*
Team Performance Evaluations (30-hrs) Prerequisite: None	\$ 3,000.00*	\$ 3,500.00*
Rescue From Fall Protection (20-hrs) Prerequisite: None	\$ 3,000.00*	\$ 3,500.00*
Capital Safety/Roco Fall Protection (Prices may vary based on course hours.) Competent Person (2.5 days), Competent Person Trainer (40 hrs); Authorized Person (4 hrs), Competent Inspector (4 hrs)	\$ 3,000.00*	\$ 3,500.00*
Offshore Rig Rescue (50-hrs) Prerequisite: None	\$ 3,000.00*	\$ 3,500.00*
Trench & Structural Collapse Rescue (40-hrs) Prerequisite: None Construction materials to be provided by client or reimbursed.	\$ 3,000.00*	\$ 3,500.00*
Tower Work & Rescue (30-hrs) Prerequisite: None Wind Turbine Tower Rescue (20-hrs) Prerequisite: None	\$ 2,500.00*	\$ 3,000.00*
Basic Rope Access (24-hrs; 8-hr days) Prerequisite: None	\$ 2,000.00*	\$ 2,500.00*
Firefighter Escape Train-the-Trainer (50-hrs) Prerequisite: None *NEW*	\$ 3,000.00*	\$ 3,500.00*
Firefighter Escape – Petzl EXO End User (8-hrs) Prerequisite: None	\$ 2,500.00*	\$ 3,000.00*
Customized Programs / Tactical / Advanced Team Operations	\$ 3,500.00*	\$ 4,000.00*
Consulting/Site Assessments (8-hr minimum) – \$125.00/hour + expenses	\$ 15,500	
Roco Training Center (RTC) Rental– \$500.00 per day (Rental agreement and certificate of insurance required.)		

**Notice:** All students must be 18 or older and in good physical health to participate in field exercises. All students must sign waivers of liability prior to participation. Typical student/instructor ratio is 7:1; may vary by course, training site and skill level of students.

**\*Plus Expenses** – airfare, auto rental, mileage; lodging; meal per diem (\$45.00 per day per instructor) and incidentals (parking, tolls, etc.). Travel/layover days, if applicable, will be billed at \$175.00 per day per instructor. Client prescribed fees, special permits, safety orientations exceeding two hours, etc. will be added to invoice.

**Equipment Rental:** \$20.00/student/day; plus incoming/outgoing freight. Air equipment rental reimbursement, if applicable, unless supplied by customer. Client will be invoiced for any damaged or misplaced equipment.

**Client to Provide:** PPE for all participants – gloves, helmet with chinstrap, headlamp, raingear is recommended. Rescue equipment (unless renting Roco equipment) and specialty items (basket stretcher, backboard, tripod). Breathing equipment (SAR & SCBA), ventilation equipment, atmospheric monitoring (O2, LEL, toxicity). Client to provide classroom facility with overhead projector, computer projector, screen, marker board, VCR and monitor, plus suitable training area for field exercises (at least three levels).

**Payment Information:** Payment Due Upon Receipt of Invoice; 1½% monthly finance charge for all past due invoices. Invoice will be based on students booked or actual number of attendees, whichever is greater; minimums may apply.

**Cancellation/Rescheduling:** Due to personnel and equipment logistics, a cancellation/rescheduling fee may be required. Client is responsible for any expenses incurred, such as airfares, freight, etc. Cancellation: 25% of fee with less than 90 days notice; 50% of fee with less than 30 days notice; 100% of fee with less than 72 hours notice.

**Confirmation:** Credit card, purchase order, or contract that includes the terms and conditions of this price schedule.

PROPRIETARY/COMPETITION SENSITIVE INFORMATION (01/09)

7077 Exchequer Drive  
Baton Rouge, LA  
70809-4904

Phone: 225-755-7626  
Fax: 225-754-7626

800-647-7626  
RocoRescue.com





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council                      **DATE:** May 2, 2012

**FROM:** Andre Isakov,  
Community and Economic Development Officer                      **FILE:** 6900-01

**SUBJECT:** Harrison HopHead Festival

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**ISSUE:** Staff have received a proposal from the Tourism Harrison Society for the Village to be a contributing partner in the establishment of the Harrison HopHead Festival. The staff require Council's direction in this matter.

**BACKGROUND:** Tourism Harrison has approached the Village of Harrison Hot Springs, in an effort to form a partnership to bring the HopHead Festival into the community.

Attached to this report please find the Event Proposal provided by the Tourism Harrison Society which outlines event overview and the proposed partnership relationship between the Society and the Municipality.

Very specifically, Tourism Harrison is requesting the following from the Village:

- Representative/contact person;
- \$10,000 in seed money to cover part of the expenses associated with the event.

The requested financial contribution is expected to be matched by grants, donations, fees, and revenues. Please see the event budget within the proposal. Tourism Harrison will be the main event managing entity.

The 2012 Resort Development Strategy does have \$20,000 identified for events of which \$10,000 have not yet been allocated. It is possible to use some of the Resort Development Initiative (RMI) funding to provide seed money for the Harrison HopHead Festival. The event is expecting to bring both visitors and overnight stays to the community.

### RECOMMENDATION:

**THAT** Council authorize staff to engage the Tourism Harrison Society, on the basis outlined within the proposal, in being the Event Coordinator for the Village in hosting the Harrison

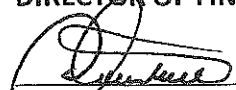
HopHead Festival with a commitment of a seed money contribution from the RMI in the amount of \$10,000 towards the event in 2012.

Respectfully submitted for your consideration;



Andre Isakov  
Community & Economic Development Officer

**DIRECTOR OF FINANCE COMMENTS:**



Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**



Ted Tisdale  
Chief Administrative Officer



*find nature...  
just up the road*



A Proposal to organize and manage the

## **“Harrison HopHead Festival”**

an oktoberfest style event in the Village of Harrison Hot Springs utilizing RMI funding.



## Event Summary

**Event name:** Harrison HopHead Festival

**Location:** Village of Harrison Hot Springs, BC

**Date:** October 27/28

**Venue(s):** St Alice Hall – (Memorial Hall is currently booked for the entire month of October and so this year all events would take place at St. Alice, if this event is successful we would incorporate Memorial Hall in subsequent years which would allow this event to grow.

**Theme:** Oktoberfest/ Craft Beer Festival

**Target Attendance:** 500 +

**Start-up Funds required:** \$10,000

**Estimated Total Cost:** \$15,000 - \$25,000

**Potential Event Income:** \$25,000 - \$30,000

**Potential Economic Spin off** (Hotel room nights, restaurants, etc.)- \$40,000 - \$50,000

### Overview:

This new event is meant to help extend the Harrison Hot Springs tourist season with an event that will encourage people to stay overnight in Harrison Hot Springs during the fall shoulder season. Promoting responsible consumption, this event would focus on quality, not quantity – the aim being to encourage the social aspects of beer appreciation, not alcohol consumption. Specific activities would include things like:

- Craft brewery tastings & food pairings; Chocolate & Beer, Cheese & Beer
- Seminars by Brew Masters, Master Distillers, Pit Masters
- Homebrewing tips & tricks for best results
- Brewhahaha laughs, sausages, pizza, wings, pretzels, grilling tips and BEER!
- Loads of fun, entertainment, prizes and surprises including family related activities!

\*Please note: Adults only (19 years of age and older), permitted inside Beer Tasting Venue

This community based Festival is committed to significantly contributing to the social, economic and cultural vitality of Harrison Hot Springs Village. The purpose of the event is to create an all-encompassing community celebration that fosters responsible participation while focusing on community spirit, boosting the local economy and creating a success factor that will warrant repeating and growing the event annually in the years to follow.

Success of the event will be measured through HopHead Festival attendance, visitors to Harrison Hot Springs Village, overnight stays and media coverage.



*find nature...  
just up the road*

#### **Tourism Harrison as Event Coordinator**

Many Resort Destinations throughout BC are now using some RMI monies to fund events. This is a proven technique for bringing tourists to a resort destination particularly in the off-season. Tourism Harrison's primary role as a Destination Marketing Organisation (DMO) brings it in close partnership with many events including: Sasquatch Days, Slow Food Cycle Tour, and the Bald Eagle Festival. While typically, a DMO's role is to market these events Tourism Harrison is prepared to assist with the organisation and coordination of selected events to help fulfill its mandate of bringing tourists to Harrison Hot Springs.

Tourism Harrison would be willing to act as the event manager/coordinator for this and other new events in Harrison Hot Springs funded by RMI monies under the following conditions:

- Tourism Harrison will act as the coordinator for events that have been agreed on with the Village of Harrison Hot Springs
- Tourism Harrison will be responsible for planning, marketing, organization and management of all details necessary for a successful event and will either undertake these event activities directly on a per hour cost basis or hire a contractor to undertake these activities on a fixed cost basis.
- Tourism Harrison will arrange for liability insurance for all events with the Village of Harrison Hot Springs named as co-insurer.
- All events will be undertaken on a partnership basis between the Village of Harrison Hot Springs and Tourism Harrison with Tourism Harrison acting as the contracted event coordinator. Tourism Harrison will not take on exclusive ownership of any event or its related potential liabilities.

#### **Proposal**

Tourism Harrison be appointed as the Event Coordinator for the Village of Harrison Hot Springs under the terms and conditions set above. The first event utilizing RMI funding that Tourism Harrison would organize would be the "Harrison Hophead Festival" an Oktoberfest style event with seed money of \$10,000. This would be a test event to determine whether this approach and structure is effective. Any profits would be retained by Tourism Harrison in a separate "Event" bank account to be used for funding future events in 2013 in consultation with the Village of Harrison Hot Springs.







VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1006

**A bylaw for the purpose of establishing an Advisory Planning Commission**

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**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw for an Advisory Planning Commission.

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

1. The Council of the Village of Harrison Hot Springs hereby establishes an Advisory Planning Commission which shall be known as the Harrison Hot Springs Advisory Planning Commission.
  - (a) Council may, by resolution, appoint up to 6 members and the Chair to the Commission who shall serve without remuneration.
  - (b) The members of the Commission will serve without remuneration, but may be remunerated for out of pocket expenses with the approval of Council
  - (c) The appointment of Commissioners remain in effect until revoked by Council or if the Commissioner is unable to serve.
  - (d) The Council shall not appoint to the Commission any person as a member:
    - (i) who is an elected representative of the Village of Harrison Hot Springs;
    - (ii) an employee or officer of the Village of Harrison Hot Springs; or
    - (iii) the Approving Officer of the Village of Harrison Hot Springs.
  - (e)
    - (i) If a member of the Commission fails to attend two consecutive meetings of the Commission, without leave of the Chair of the Commission, the member shall be deemed to have resigned and the Council shall appoint a replacement.
    - (ii) A member may apply for leave from the Chair of the Commission with respect to the member's non-attendance at a Commission meeting by notifying the Chair, within one week from the date of the meeting for which leave is sought, setting forth grounds for their non-attendance.

- (iii) Where a member fails to apply for leave as set forth in sub-section (e)(ii) the non-attendance shall be deemed to be without leave and shall be noted as such in the minutes of the meeting.
  - (f) The Council shall provide the Commission with a secretary to perform such secretarial duties as are required.
  - (g) The Chief Administrative Officer and other staff approved by the Chief Administrative Officer will attend Commission meetings as a liaison and provide advice as requested.
2. The Harrison Hot Springs Advisory Planning Commission does not have delegated authority and is advisory to Council on:
    - (a) Official Community Plan, and proposed amendments
    - (b) Zoning Bylaw and proposed amendments
    - (c) Neighbourhood plans
    - (d) Land use policy issues; and
    - (e) any other land use issue as referred by Council from time to time.
  3. The Commission shall consider and report on all matters referred to it by the Council.
  4. The Commission shall report to the Council within the time designated by the Council. If the report is not provided within the time designated then the Council may:
    - (a) extend the time within which the report is to be provided; or
    - (b) determine the matter without the report
  5. In complying with the request of the Council for recommendations under Section 3, and in the general execution of its duties, the Commission shall have as its objective the systematic and orderly growth of the Village for the ultimate benefit of the community.
  6. The duties of the Secretary, appointed pursuant to Section 1(f), shall be:
    - (a) to provide notice of the meetings to the members of the Commission;
    - (b) to prepare the agendas for the Commission;
    - (c) to record the minutes of all meetings and forward to the Corporate officer for inclusion on the Council Agenda.
  7.
    - (a) The commission shall set its regular meeting dates and meeting times.
    - (b) In addition to regular meetings, the Commission may meet at any time at the call of its Chair to consider matters.
    - (c) Whenever the regularly scheduled meeting of the Commission falls upon a statutory holiday the Commission shall meet on the next following day which is not a holiday.

- (d) The Commission shall hold its meetings in the Municipal Offices, Harrison Hot Springs, unless otherwise duly directed by its Chair.
- 8. Four members shall constitute a quorum of the Commission.
- 9. (a) If the Chairperson is absent from a meeting, the members present shall choose a temporary Chairperson who shall preside at that meeting.
- (b) The Chair shall maintain order at all times.
- (c) The Chair shall determine all points of order as they arise.
- (d) The Chair shall have the same right of vote as the other members of the Commission and in case of equality of the votes for or against a question, the question shall be negated and the Chair shall so declare.
- 10. The Commission shall keep minutes of its proceedings and shall read and adopt the minutes of each meeting at the next following meeting.
- 11. The Commission shall communicate its recommendation to the Council in writing.
- 12. The Commission shall decide all questions by a majority vote of those members present.
- 13. All points of procedure not provided for in this bylaw shall be decided in accordance with the provisions of the Village of Harrison Hot Springs Council Procedure Bylaw.

#### **READINGS AND ADOPTION**

READ A FIRST TIME THIS       DAY OF       , 2012

READ A SECOND TIME THIS       DAY OF       , 2012

READ A THIRD TIME THIS       DAY OF       , 2012

ADOPTED THIS       DAY OF       , 2012

\_\_\_\_\_  
Mayor

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

