



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, June 17, 2013
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

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			
<input type="checkbox"/> Regular Council Meeting Minutes of June 3, 2013		THAT the Regular Council Meeting Minutes of June 3, 2013 be adopted.	Item 4.1 Page 1
5. BUSINESS ARISING FROM THE MINUTES			
6. CONSENT AGENDA			
i. Bylaws	Council Procedure Bylaw No. 1026, 2013		Item 6.i Page 7
ii. Agreements			Item 6.ii
iii. Committee/ Commission Minutes	Communities in Bloom Committee Meeting Minutes of April 23, 2013		Item 6.iii Page 11
iv. Correspondence	Letter from the Minister of Canadian Heritage and Official Languages dated received June 5, 2013 re: Celebrate Canada Program.		Item 6.iv Page 15

v. Recommendation i. Bylaws iii. Committee/ Commission Minutes iv. Correspondence		Item 6.v <p>THAT the Bylaws on the Consent Agenda be adopted and the Committee Meeting Minutes and Correspondence be received.</p>
7. DELEGATIONS		
		Item 7.1
8. CORRESPONDENCE		
		Item 8.1
9. BUSINESS ARISING FROM CORRESPONDENCE		Item 9.1
10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS		
		Item 10.1
11. REPORTS FROM MAYOR		
L. Facio – verbal		
12. REPORTS FROM STAFF		
<input type="checkbox"/> 2012 Annual Report	Report of Director of Finance – June 10, 2013 Re: 2012 Annual Report RECOMMENDATION: THAT Council adopts the 2012 Annual Report.	Item 12.1 Page 17
<input type="checkbox"/> Fraser Valley Regional Library – New Formula for Library Service	Report of Deputy Chief Administrative Officer/CO–June 10, 2013 Re: Fraser Valley Regional Library – New Formula for Library Service RECOMMENDATION: THAT Council accept and approve the new proposed funding formula, Option 6B with Partial Per Capita Allocation of Shared Services as approved by the Fraser Valley Regional Library Board.	Item 12.2 Page 57
13. BYLAWS		
<input type="checkbox"/> Official Community Plan Amendment Bylaw No. 1035, 2013 and Zoning Amendment Bylaw No. 1036, 2013	Report of Manager of Planning and Community Services–May 29, 2013 Re: Official Community Plan Amendment Bylaw No. 1035, 2013 and Zoning Amendment Bylaw No. 1036, 2013. RECOMMENDATION: THAT a Public Hearing for the Official Community Plan Amendment Bylaw No. 1035, 2013 be scheduled for July 8, 2013; AND THAT a Public Hearing for Zoning Amendment Bylaw No. 1036, 2013 be scheduled for July 8, 2013.	Item 13.1 Page 65

14. QUESTIONS FROM THE PUBLIC
15. ADJOURNMENT

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE REGULAR MEETING OF COUNCIL**

DATE: June 3, 2013
TIME: 7:00 p.m.
PLACE: Council Chambers,
495 Hot Springs Road
Harrison Hot Springs, BC

IN ATTENDANCE:

Mayor Leo Facio
Councillor John Buckley
Councillor Zoltan Kiss
Councillor Sonja Reyerse
Councillor Allan Jackson

DCAO/CO, Debra Key
Manager of Development Services, Ian Crane

Recording Secretary Krystal Sobie

ABSENT:

1. CALL TO ORDER

Mayor Facio called the meeting to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS

- Corrected minutes of May 6, 2013
- Additional images of Front Entrance Signage

3. APPROVAL OF AGENDA

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 3, 2013

4. **ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting
Minutes – May 6, 2013

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT the minutes of the Regular Council Meeting of May 6, 2013 be adopted.

CARRIED
OPPOSED BY COUNCILLOR KISS

5. **BUSINESS ARISING FROM THE MINUTES**

6. **CONSENT AGENDA**

- i. Bylaws
- ii. Agreements
- iii. Committee/
Commission
Minutes
- iv Correspondence

7. **DELEGATIONS**

8. **CORRESPONDENCE**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

10. **REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE
AND COMMISSIONS**

11. **REPORTS FROM MAYOR FACIO**

May 24, 2013 Councillor Buckley attended the Healthy Communities Trade Show.

June 20, 2013 at 12:00 Alma Pauls retirement party will be held at the Cheam Village Board Room. The cost is \$10.00 per person.

June 8, 2013 the Hope Recreation Center is holding a Physical Literacy and Games Workshop 10:00 a.m. - 12:00 p.m.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 3, 2013*

Community Bus Drivers are looking for volunteer drivers to take people to appointments. Please contact Dale Coles for any inquiries.

July 17, 2013 the Agassiz Library is holding a planetarium exhibit.

Krystal Sobie, Recording Secretary will be cycling from Surrey to Seattle on June 15, 2013 for the Ride to Conquer Cancer.

ICBC has been contacted with regards to the 30km/h sign and a follow up discussion will take place to ask if "while children on highway" can be added.

Abbotsford, BC has been awarded the 2016 summer games. Harrison has been nominated for a number of the events.

May 31-June 3, 2013 attended FCM in Vancouver.

Received a thank you letter from the Agassiz High School for letting them use the Memorial Hall for their concert.

Paul Harvey was elected as the new Chief in Sts'ailes.

Fraser Valley Regional District reported that this is going to be a bad year for mosquitos.

May 18 and 19, 2013 attended the Harrison Art Show.

June 13 and 14, 2013 the University of the Fraser Valley are having Convocation which is open to any Councillors to attend.

May 27, 2013 attended the Defeat for Depression.

Fraser Health reported that BC has avoided any contact with the West Nile Virus to date.

July 6, 2013 the Abbotsford SPCA is holding their 7th annual auction for animals.

Attended the Waste to Energy Meeting at the Fraser Valley Regional District.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 3, 2013*

12.

REPORTS FROM STAFF

☐ Statement of Financial Information

Moved by Councillor Jackson
Seconded by Councillor Kiss

THAT Council approves the 2012 Statement of Financial Information.

**CARRIED
UNANIMOUSLY**

☐ Village Entrance Signage
– Resort Municipality Initiative

Moved by Councillor Jackson
Seconded by Councillor Reverse

THAT the status report for the front entrance signage RMI project be received.

**CARRIED
UNANIMOUSLY**

☐ Special Occasion Licence
– Harrison Festival of the Arts

Moved by Councillor Kiss
Seconded by Councillor Buckley

THAT Council approve the endorsement of the Harrison Festival of the Arts Special Occasion Licence Applications for the period July through December of 2013.

**CARRIED
UNANIMOUSLY**

☐ Appointment of Chief Administrative Officer

Moved by Councillor Jackson
Seconded by Councillor Buckley

THAT Ian Crane be appointed as Chief Administrative Officer for the Village of Harrison Hot Springs effective July 1, 2013.

**CARRIED
UNANIMOUSLY**

☐ Village of Harrison Hot Springs Climate Action Revenue Incentive Public Report for 2012

The Climate Action Revenue Incentive Public Report for 2012 was received by Council.

There was discussion of the possibility of expanding the Community Garden.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 3, 2013*

13.

BYLAWS

☐ Council Procedure
Amendment Bylaw No. 1026,
2013

Deputy Chief Administrative Officer/Corporate Officer, Debra Key provided an overview of the items being amended in the Council Procedure Bylaw.

Moved by Councillor Reverse
Seconded by Councillor Jackson

THAT Council Procedure Amendment Bylaw No. 1026, 2013 be given first, second and third reading.

CARRIED
OPPOSED BY COUNCILLOR KISS
OPPOSED BY COUNCILLOR BUCKLEY

☐ Official Community Plan
Amendment Bylaw No. 1035,
2013 and Zoning Amendment
Bylaw No. 1036, 2013

Andre Isakov, Manager of Planning and Community Development, provided an overview of the properties in question for the Official Community Plan Amendment and Zoning Amendment.

Moved by Councillor Reverse
Seconded by Councillor Kiss

THAT Bylaw No. 1035 be amended to remove the reference to small hotel.

CARRIED
UNANIMOUSLY

Moved by Councillor Jackson
Seconded by Councillor Buckley

THAT the Official Community Plan Amendment Bylaw No. 1035, 2013 be read a first time;

CARRIED
UNANIMOUSLY

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT the Zoning Amendment Bylaw No. 1036, 2013 be read a first time;

CARRIED
UNANIMOUSLY

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
June 3, 2013*

Moved by Councillor Kiss
Seconded by Councillor Reyerse

THAT the Official Community Plan Amendment Bylaw No. 1035, 2013 and Zoning Amendment Bylaw No. 1036, 2013 be referred to:

- a) the Village Engineer;
- b) the Fire Chief;
- c) the Advisory Planning Commission;
- d) the Ministry of Transportation and Infrastructure;
- e) the School District; and
- f) the Fraser Valley Regional District

for comment pursuant to the consultation requirements of Section 879 of the Local Government Act prior to the bylaws considered for second reading.

**CARRIED
UNANIMOUSLY**

14.

QUESTIONS FROM THE PUBLIC

Q. A member of the public asked what grounds the Mayor is denying members of the public to appear as a delegation.

A. As per the Council Procedure Bylaw the Mayor has the authority to allow or deny all delegation requests.

Q. A member of the public asked why there was no public consultation with regards to the front entrance signage.

A. Public consultation was not required and Council made a unanimous decision on the project.

15.

ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Reyerse

THAT the meeting be adjourned at 8:17 p.m.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1026**

A bylaw to amend Council Procedure Bylaw No. 1002

WHEREAS under Sections 124 (1) of the *Community Charter*, Council must by bylaw establish the general procedures to be followed by Council and Council Committees in conducting their business,

AND WHEREAS, Council of the Village of Harrison Hot Springs has deemed it advisable to amend the Council Procedure Bylaw No. 1002;

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

1. CITATION

This Bylaw may be cited for all purposes as "Village of Harrison Hot Springs Council Procedure Amendment Bylaw No. 1026, 2013".

2. AMENDMENTS

(a) Item 4 Agenda, page 4, section (g), 14. Question Period be amended to read:

14. Question Period (Pertaining to Agenda Items Only)

(b) Item 6 Rules of Conduct and Debate, page 5, section (i) be amended to read:

(i) After a question is finally put by the Mayor or presiding member, it shall be conclusive and no member shall speak to the question nor shall any other motion be made until after the result of the vote has been declared.

(j) Be deleted and the balance of the sections be re-lettered.

(c) Item 12 Minutes of Meetings, page 11, section (b) be amended to read:

- (b) Minutes may be recorded with a recording device at the convenience of the recording secretary and will be erased once the minutes have been adopted; excluding in camera meetings.

(d) Item 13 Special Meetings of Council, page 11, section 7. Question Period be amended to read:

7. Question Period (Pertaining To Agenda Items Only)

(e) Item 14, Public Hearings and Public Information Meetings, page 12, section (a)(v) be amended to read:

- (v) The Public Hearing may be recorded with a recording device at the convenience of the recording secretary and will be erased once the record is adopted.

(f) Item 19 Reports, page 18, section (a) add a new section entitled "Administration" and amend by renumbering as such:

- (i) Administration
- (ii) Bylaw Enforcement
- (iii) Finance
- (iv) Fire Department
- (v) Planning, Development and Building
- (vi) Public Works

(g) Item 23 Conflict of Interest, page 19, section (a) be amended to read:

- (a) Should a member of Council or as a member of a Council Committee, deem to have a direct or indirect pecuniary interest in any matter before a meeting, he shall verbally declare such a conflict, state the general nature that this is to be the case and remove himself from the meeting.
- (b) A member of Council or as a member of a Council Committee declaring a conflict of interest must not attempt in any way, whether before, during, or after the meeting, to influence the voting on any question in respect of the matter. After such declaration, the Corporate Officer or designate must have recorded in the minutes, the declaration of the conflict, the reasons given for it and the times of the member's departure from and return to the meeting.
- (c) The Mayor/Chair or presiding member of the Council or as a member of a Council Committee at meetings, must ensure that the member is not present at the meeting at the time of any vote in respect of the matter.

3. **THIS BYLAW** may not be amended or repealed and substituted unless Council first gives notice in accordance with section 94 of the *Community Charter*.

In Compliance with section 124(3) of the *Community Charter*, public notice was given May 24, 2013 and May 31, 2013 in accordance with section 94 of the *Community Charter*.

READ A FIRST TIME THIS 3rd DAY OF JUNE, 2013

READ A SECOND TIME THIS 3rd DAY OF JUNE, 2013

READ A THIRD TIME THIS 3rd DAY OF JUNE, 2013

ADOPTED THIS DAY OF JUNE, 2013

Mayor

Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE COMMUNITIES IN BLOOM COMMITTEE**

DATE: April 23, 2013
TIME: 2:30 p.m.
PLACE: Council Chambers, Harrison Hot Springs, BC

IN ATTENDANCE: Allan Jackson, Chair
Maureen Wendt
Jane Kivett
Heather Coxon
Kitty Niiranen

Recording Secretary, P. Carol Friesen

ABSENT: Judy Lewis

1. CALL TO ORDER

The Chair called the meeting to order at 2:30 p.m.

2. LATE ITEMS

Update to be provided on Earth Day.

3. APPROVAL OF AGENDA

Moved by Heather Coxon
Seconded by Kitty Niiranen

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. ADOPTION OF MINUTES

Moved by Heather Coxon
Seconded by Kitty Niiranen

THAT the minutes of the November 15, 2012 Communities in Bloom meeting be adopted.

**CARRIED
UNANIMOUSLY**

☐ Adoption of Minutes
November 15, 2012

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING
APRIL 23 2013
PAGE (2)**

5.

BUSINESS ARISING FROM THE MINUTES

☐ Adopt-A-Road Policy

Moved by Jane Kivett
Seconded by Maureen Wendt

THAT the Communities in Bloom Committee request that Council provide an update on the Adopt-A-Road Policy.

**CARRIED
UNANIMOUSLY**

6.

ITEMS FOR DISCUSSION

☐ Heritage Building

It was noted that the Agassiz-Harrison Museum has received a grant for an oral presentation regarding the history of Harrison Lake. Committee members agreed that the history of the area should be promoted and that two members from CiB attend the workshop – funding is available in the budget for this purpose.

Committee members agreed that two historic plaques be considered as a project for 2013. The Glencoe Hotel and the Harrison Tourism Office were suggested as possible recipients.

☐ Garden Tour

It was suggested that the Garden Tour be combined with the Waste Management Tour. Suggested tours dates included Friday, June 21 or Saturday, June 22, 2013.

☐ Butterfly Garden

Moved by Jane Kivett
Seconded by Heather Coxon

THAT the Communities in Bloom Committee recommend to Council that the Butterfly Garden be located in Spring Park AND FURTHER THAT the Committee be involved in the creation of the Garden.

**CARRIED
UNANIMOUSLY**

☐ Wildlife Signs on Bridges,
Direction Signs on Trails

Discussion ensued regarding the naming, location and placement of signs as well as funding availability. The Committee agreed that wildlife signs be prioritized for 2013.

☐ Cleanup of Noxious Weeds

The Committee scheduled a clean-up of the weeds along Spirit Trail for Thursday, May 9, 2013 at 10:00 a.m.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING
APRIL 23 2013
PAGE (3)

- ☐ **Waste Management Tour** This item was discussed in conjunction with the Garden Tour agenda item.
- ☐ **Relay for Life** The Chair advised that 12 teams will be participating in the Relay for Life to be held on June 1, 2013. CiB members will join the Village team. It was suggested that the Village website be updated to include an invitation to the public to join the Village Team.
- ☐ **July 1, 2013** The Chair provided an update on events scheduled for the July 1st celebration:
- Parade – 5:00 p.m.
 - Car Club event
 - Two motorcycle events
 - Cake Cutting
- Details and specifics associated with the day's events will be discussed at an informal coffee meeting.
- Coffee Meeting -- April 29, 2013** Coffee Meeting scheduled for Monday, April 29, 2013 at 10:30 am and will held at Muddy Waters.
- Library Thank You to CiB for Earth Day Planting** A thank you was received from the Library for the assistance provided during the Earth Day events held on Saturday, April 20, 2013.

6.

ADJOURNMENT

Moved by Heather Coxon
Seconded by Kitty Kiiranen

The meeting adjourned at 3:23 p.m.

Allan Jackson
Chair

Debra Key
Corporate Officer

Minister of Canadian Heritage
and Official Languages



Ministre du Patrimoine canadien
et des Langues officielles

RECEIVED

Ottawa, Canada K1A 0M5

JUN - 5 2013

BY VILLAGE OF HARRISON HOT SPRINGS

MAY 29 2013

Ms. Debra Key
Deputy Chief Administration Officer
VILLAGE HARRISON HOT SPRINGS
Post Office Box 160
Harrison Hot Springs, British Columbia
V0M 1K0

Dear Ms. Key:

I would like to inform you that I have approved a grant in the amount of \$3,000 for your organization's project under the Celebrate Canada Program.

A cheque will be sent to you under separate cover. Please note that any payment is subject to the appropriation of funds by Parliament and to the budget levels of the Program.

In disbursing these funds, I am confident that you and your organization will encourage Canadians to celebrate their symbols, values, heritage and cultural diversity. I would ask, therefore, that every effort be made to ensure that the Canadian flag is displayed proudly during your events.

Following the completion of your activity, you are required to complete the Final Activity Report that can be found at the following Web link:
<http://www.pch.gc.ca/special/canada/finalreport>

Once completed, you can transmit the form by scan and email, fax, mail or courier or deliver it to your Canadian Heritage Regional Office no later than August 31, 2013.

In receiving funding from the Celebrate Canada Program, you agree to implement the Official Languages measures as indicated in your funding application.

I congratulate your organization on its project and extend my best wishes for the success of your celebrations.

Sincerely,

The Honourable James Moore, P.C., M.P.

FILE #	DATE
0330-20-02	JUNE 5/13
<input type="checkbox"/> CAO	<input type="checkbox"/> CO
<input checked="" type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM A B C	
COUNCIL AGENDA	
DATE	
INITIAL <input type="checkbox"/>	
(ITEMS: A-REQ, ACTION; B - INFO - WRESP; C - INFO ONLY)	

Canada



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VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** June 10, 2013
FROM: Director of Finance **FILE:** 1880
SUBJECT: 2012 Annual Report

BACKGROUND: Section 98 and 99 of the *Community Charter* requires that an annual report be considered by Council at a council or other public meeting. The report was made available to the public on May 31, 2013 for public inspection. The report is to be adopted by June 30, 2013.

RECOMMENDATION: That Council adopts the 2012 Annual Report.

Respectfully submitted for your
consideration;

DIRECTOR OF FINANCE

Dale Courtice, CGA

CHIEF ADMINISTRATIVE OFFICER

Ted Tisdale
Chief Administrative Officer

2012 Annual Report

Fiscal Year Ending December 31, 2012

HARRISON HOT SPRINGS

Naturally Refreshed



Village of Harrison Hot Springs

495 Hot Springs Road
PO Box 160
Harrison Hot Springs, BC V0M 1K0

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Elected and Appointed Officials

Current Council 2011 – 2014

Mayor Leo Facio

Councillor Allan Jackson
Councillor Zoltan Kiss

Councillor Sonja Reyerse
Councillor John Buckley

2012 Appointed Officials

Chief Administrative Officer.....Ted Tisdale
Deputy Chief Administrative Officer/Corporate Officer.....Debra Key
Director of Finance.....Dale Courtice
Manager of Revenue Services.....Peggy Parberry
Manager of Planning & Community Services.....Andre Isakov
Operations Manager.....Ian Gardner
Manager of Development Services.....Ian Crane

Municipal Auditors

McConnell, Voelkl

Municipal Bankers

Prospera Credit Union

Municipal Solicitors

Murdy & McAllister

General



HARRISON HOT SPRINGS

Naturally Refreshed

Message from the Mayor

Dear fellow residents,

On behalf of the Village of Harrison Hot Springs Council I am pleased to provide a brief review of the Village activities for 2012.

I believe we have an excellent Council and would like to thank Councillors Allan Jackson, Sonja Reyerse, Zoltan Kiss, and John Buckley for their hard work and dedication to our community. Certainly, there are times when we may not agree on issues but we all recognize the common passion for the betterment of our community.

I have with Council's support re-established the *Committee of the Whole* which will take the place of the Parks and Trails, Beach and Foreshore and Recreation Committees. The *Committee of the Whole*, along with the Advisory Planning Commission and Communities in Bloom will provide recommendations to Council on specific areas to enhance the quality of life for our community. In March the Village commissioned a new state-of-the-art Waste Water Treatment Facility which is second to none in both technology and efficiency. I am sure the design will serve the Village residence well into the future.

In December the Village took delivery of a new Spartan Fire Truck which has been commissioned for duty following completion of member training.

The Village also received Federal and Provincial Government funding which will facilitate the construction a new Water Treatment Facility. The project is presently in the design stage and is scheduled to be completed and operational early next year. Also in the design stage is the "Esplanade Rejuvenation Project" which will be constructed in phases using Resort Municipality Initiative funding.

It is important to recognize these achievements are only possible through the efforts and professionalism of the Village staff who are committed to serve our community without complaint; always providing service in a friendly manner.

I would like end by thanking you for your valued input during public open meetings and for your continued support for both myself and Council as we continue to achieve successes one day at a time.

Thank-you
Mayor Leo Facio

HARRISON HOT SPRINGS

Naturally Refreshed

Council 2011—2014



Councillor Sonja Reyerse

Mayor Leo Facio

Councillor Zoltan Kiss

Councillor John Buckley

Councillor Allan Jackson

Village Council is the legislative body representing the citizens of the Village of Harrison Hot Springs, providing leadership and establishing policies and priorities for municipal government in the Village. Council reviews and establishes budget levels for civic operations and capital expenditures. Village Council is made up of the Mayor and four Councillors. The Mayor chairs meetings of Council. All members of Council hold office for three-year terms.

Community Profile

Our Long Term Vision

A residential and resort community with an attractive and inviting village core of shops and services. A strong commitment to maintaining the scenic qualities, the environment, the quality of life and the vibrant and cultural life combined with a high standard of development.

Nestled against picturesque Southwestern British Columbia's mountains and the sandy beaches of Harrison Lake, the Village of Harrison Hot Springs is a year-round vibrant Fraser Valley community with rich history, natural wonders, and well-rounded glacier-fresh lifestyle.

Families, retirees, artists, and outdoor enthusiasts alike enjoy a high quality of life in Harrison Hot Springs due to easy 90 minute proximity to Vancouver, mild winters, affordable housing, good range of social, cultural, educational, health, environmental, and economic amenities available in the region. The municipality continually strives to be more sustainable, a complete community that balances social, cultural, environmental and economic values. The Village is also a warm and caring community dedicated to providing a desirable place to work, play, and raise a family.

The municipality offers easy access to sophisticated big-city amenities while retaining the Village charm free of hassle. As a member of the Province of British Columbia Resort Municipality Initiative, Harrison Hot Springs is a tourism hotspot for regional and international visitors alike. Playing host and warmly welcoming all the visitors is what we do best. No wonder folks stop by for a visit and decide they never want to leave.

Our community is growing and investing to develop a diverse economy with careful planning for a sustainable future that will meet the needs of next generations. The Village believes that our engaged and active citizens make our community a better place. Bright, active, creative – that's Harrison Hot Springs!

Council Committees and Commissions

The Village of Harrison Hot Springs had the following standing and select Committees in 2012:

Parks & Trails Committee

The Parks & Trails Committee met on the last Monday of each month at 2:00 p.m.

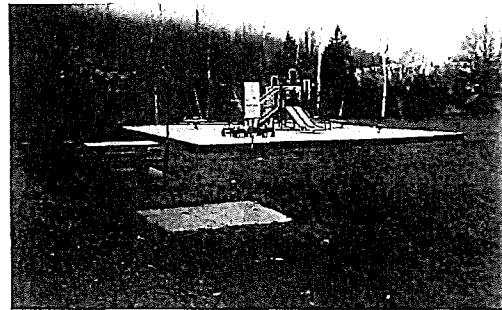
Recreation Committee

The Recreation Committee met on the last Thursday of each month at 10:00 a.m.

Beach & Foreshore

The Beach and Foreshore Committee met on the third Wednesday of each month at 10 a.m.

On July 26, 2012, Council approved the establishment of a new Beach, Parks and Leisure Services Committee. This Committee incorporated all members of the existing Parks & Trails, Recreation and Beach & Foreshore Committees.



Communities in Bloom Committee

The Communities in Bloom Committee meets on the third Thursday of each month at 2:30 p.m.



The Village of Harrison Hot Springs has the following Commission:

Advisory Planning Commission

The Advisory Planning Commission provides advice to Council on matters with respect to land use, planning and growth strategy issues. The Advisory Planning Commission meets on the first Tuesday of each month at 2:00 p.m.

2012 Accomplishments



New Fire Truck



Traffic Calming



Miami River Greenway Trail

- Finalized the strategy for the development of new civic facilities at the current site
- Completed the planning and requests of interest for the construction of the water treatment plant
- Finalized and adopted a new Zoning Bylaw
- Completed beach front improvements and beautification in accordance with the Resort Municipality Initiative Strategy
 - Waste receptacles
 - Banners
 - Christmas lighting and decoration
 - Finalized plans for beach playground improvement
- Constructed traffic calming devices on McCombs Road in accordance with the Traffic Management Plan
- Developed and implemented a 5 year lamp standard replacement program.
- Implemented an electrical sustainability program
- Commissioned state of the art Waste Water Treatment Plant
- Ordered and received a new Fire Engine



2013 Council Goals

- Resort Municipality Initiative
 - Construct upgrades to Esplanade Block 100 with sidewalk expansion, landscaping and road upgrade
 - Develop a strategy for upgrades to Esplanade Block 200 and 300 to be implemented in 2015-2016
 - Develop a strategy for focused coordination of Community Events
 - Redesign and construct a new entry to the Village at McPherson Road and Hot Springs Road
- Construct a Water Treatment Plant
- Update and adopt a new Animal Control Bylaw, a Subdivision and Development Control Bylaw & Policy, Park Regulation Bylaw, Delegation Bylaw
- In consultation with the Fraser Valley Regional District, develop a strategy for improvements to the Public Transit Service
- Develop a strategy for grant applications for water service to the south section of the Village to provide for looping; to provide a community wide water metering program to support water conservation and community sustainability
- Complete a water master plan
- Revisit and revise the strategy for Development Cost Charges
- Implement a Village Core Tax Revitalization Bylaw to encourage and provide incentives to owners of designated lands to develop and/or redevelop their properties
- Implement a fleet replacement strategy

Municipal Services and Operations

The Village maintains the following funds & reserves as of December 31, 2012.

Funds

Operating

- General Revenue
- Sewer Revenue
- Water Revenue

Capital

- General
- Sewer
- Water

Reserves

Statutory Reserves

- Community amenities
- Fire department capital
- Land unexpended funds
- Parkland acquisition
- Public works capital
- Wastewater treatment
- Sewer unexpended funds
- Port divestiture income

Reserves for Future Expenditures

- Assessment
- Beach
- Building
- Contingencies
- Dock replacement
- Flood box / drainage
- General
- Memorial Hall
- Parking
- Office equipment
- Property
- Road / sidewalk
- Sewer
- Water

Municipal Services and Operations

Administrative / Financial

- Legislative Services
- General Administration
- Mayor and Council
- Administrative
- Accounting and Finance
- Business licensing
- Grants
- Property Taxes
- Revenue Collections

Roads and Transportation

- Public Works Department
- Roads & Sidewalks
- Transit
- Street Lighting

Protective Services

- Bylaw Enforcement
- Fire Department
- Emergency Services
- Animal Control

Recreational and Cultural

- Memorial Hall
- Arts Centre
- Boat Launch Facility
- Beach
- Washrooms
- Parks and Playgrounds
- Plaza
- Float Plane Dock and Public Wharf
- Library services

Land Use Planning and Development

- Development Planning – Zoning Changes
- Policy Planning – Official Community Plan
- Building Inspection Services
- Community Sustainability
- Economic Development

Municipal Services and Operations

Solid Waste Management

- Solid Waste Collection and Disposal
- Recycling Collection
- Green waste collection

Wastewater Treatment and Wastewater Collection

The municipality owns and operates a secondary waste water treatment plant located on the west side of Harrison Lake. Each property within the boundaries of Harrison Hot Springs is serviced by the Village's system. It is mandatory for all buildings requiring this service to be connected to the municipal sewer system.

Water Distribution

The municipality owns and operates a municipal water system. The source of the water is pumped from Harrison Lake.

Storm Water Management and Flood Protection

Flood Gate and Flood Pump
Dyke Maintenance and Vegetation Control
Storm drainage system

Report from the Director of Finance

The Financial Statements

The Financial Statements have been prepared by management in accordance with Canadian generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for implementing and maintaining a system of internal control and exercises this responsibility through the Council of the Village of Harrison Hot Springs. The Council of the Village of Harrison Hot Springs has the responsibility for assessing the management systems, policies and practices of the Village.

Consolidated Statement of Financial Position

This statement discloses the consolidated financial position of the Village at December 31st in 2011 and 2012. The term "net financial assets" is used to describe the Village's financial position where the Village's financial assets exceed its financial liabilities. Should situations arise where financial liabilities exceed financial assets the financial position would be termed "net debt". The Village is in a positive net financial position in both years. The change in net financial position is an increase of \$586,600 in 2012 over 2011.

Added to the net financial assets are the non-financial assets. These are comprised of tangible capital assets and prepaid expenses. The total gives rise to the accumulated surplus of the Village.

Consolidated Statement of Operations

This statement reports the surplus or deficit from operations of the Village in the accounting period. This statement discloses the cost of services that the Village provided in the period and the revenues that were generated and the difference between them. It measures in monetary terms whether the Village has maintained its net assets in the period.

The annual surplus is added to the opening surplus to arrive at the year end's accumulated surplus. This amount equals the accumulated surplus on the Consolidated Statement of Financial Position.

Consolidated Statement of Change in Net Financial Assets

This statement reports the extent to which the expenditures of the accounting period are offset by the revenues recognized in the period. This amount is displayed by reporting items that explain the difference between the surplus or deficit from operations and the change in net financial assets or net debt for the period.

Items commonly on this statement are the acquisition of tangible capital assets, amortization expense and changes in prepaid expenses. These amounts are adjusted from the annual surplus for the year to arrive at the increase or decrease in net financial assets. This amount is added to the net financial assets at the beginning of the year and balances with the net financial assets on the Consolidated Statement of Financial Position.

Report from the Director of Finance

Consolidated Statement of Cash flows

This statement reports the change in cash and cash equivalents in the accounting period and how the Village financed its activities and met its cash requirements.

Items affecting the operating activities are listed by non cash items such as amortization and changes in prepaid expenses followed by changes in financial assets and liabilities. Activities of a capital nature are listed followed by activities that helped finance the acquisition and repayment of debt.

The balance on this statement is the resulting change in cash during the year then when added to the opening balance of cash equivalents will equal the cash and cash equivalents on the Consolidated Statement of Financial Position.

Notes and Schedule to the Financial Statements

The notes and schedule that accompany the financial statements are an integral part in providing important and additional information that assists the reader in interpreting the financial information.

They include the Village's significant accounting policies and other relevant information that further describes the information on the Consolidated Financial Statements.

The schedule containing the Consolidated Statement of Tangible Capital assets breaks down the tangible capital assets by class and shows the corresponding historical cost and accumulated amortization resulting in the net book value for each class of tangible capital asset.
Statement of Financial Position.

Notes and Schedule to the Financial Statements

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Management's Responsibility for Financial Reporting

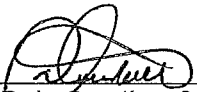
The accompanying consolidated financial statements are the responsibility of the Village's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Management is also responsible for all the notes to the consolidated financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the consolidated financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Council. The Council reviews internal financial statements on a monthly basis and external Audited Financial Statements annually.

The external auditors, McConnell, Voelkl, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the consolidated financial statements. Their examination includes a review and evaluation of the Village's system of internal control and appropriate tests and procedures to provide reasonable assurance that the consolidated financial statements are presented fairly. The external auditors have full and free access to financial management of the Village of Harrison Hot Springs and meet when required.

On behalf of the Village of Harrison Hot Springs


Dale Courtice, CGA
Director of Finance
May 6, 2013



Consolidated Financial Statements of

THE VILLAGE OF HARRISON HOT SPRINGS

Year Ended December 31, 2012



CHARTERED ACCOUNTANTS
F.W. Voelkl, B.Comm., C.A.
C.M. Kelley Inc., B.B.A., C.A.

P.O. Box 819
228 Wallace St.
Hope, B.C. V0X 1L0



Office (604)869-5634
Fax (604)869-2381

INDEPENDENT AUDITOR'S REPORT

To the Mayor Council of the VILLAGE OF HARRISON HOT SPRINGS

We have audited the Consolidated Statement of Financial Position of the **VILLAGE OF HARRISON HOT SPRINGS** as at **DECEMBER 31, 2012**, the Consolidated Statement of Operations, and the Consolidated Statement of Changes in Net Financial Assets for the year then ended.

These financial statements are the responsibility of the Village's Management. Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and to have in place such internal control as management determines necessary to enable the consolidated financial statements to be free from material misstatements, whether due to fraud or error.

Our responsibility is to express an opinion on the consolidated financial statements based on our audit and its result. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether these financial statements are free of material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures depend on the auditor's judgment, including the assessment of the risk of material misstatements of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of these consolidated financial statements in order to design audit procedures that are considered appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used, the reasonableness of accounting estimates made by management, and to evaluate the presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on these consolidated financial statements.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the **VILLAGE OF HARRISON HOT SPRINGS** as at **DECEMBER 31, 2012**, and the results of its financial activities for the year then ended in accordance with Canadian generally accepted accounting principles for local governments modified as disclosed in Note 1 to the consolidated Financial Statements. We report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

McConnell, Voelkl
CHARTERED ACCOUNTANTS

May 6, 2013

Hope, B.C., Canada

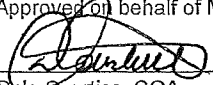
Members Institute of Chartered Accountants of British Columbia

Village of Harrison Hot Springs
Consolidated Statement of Financial Position
As at December 31, 2012

	2012	2011
Financial assets		
Cash and investments (Note 2)	\$ 5,595,199	\$ 4,899,588
Accounts receivable (Note 3)	583,901	1,515,728
Lease receivable	-	44,961
MFA deposits (Note 4)	13,808	13,661
	<u>6,192,908</u>	<u>6,473,938</u>
Financial liabilities		
Accounts payable and accrued liabilities (Note 5)	309,272	811,699
Developer's deposits and other trust liabilities (Note 6)	66,036	128,020
Deferred revenue (Note 7)	660,130	530,653
Development cost charges (Note 8)	847,023	1,109,173
MFA demand notes (Note 4)	13,808	13,661
Capital lease	-	8,975
Long-term debt (Note 9)	38,787	50,505
Interim financing debt (Note 10)	850,000	1,000,000
	<u>2,785,056</u>	<u>3,652,686</u>
Net financial assets	<u>3,407,852</u>	<u>2,821,252</u>
Non-financial assets		
Tangible capital assets (Note 11, Schedule I)	30,017,219	28,986,165
Prepaid expenses	37,009	39,712
	<u>30,054,228</u>	<u>29,025,877</u>
Accumulated surplus	<u>\$ 33,462,080</u>	<u>\$ 31,847,129</u>
Represented by:		
Operating fund	\$ 2,200,964	\$ 1,960,144
Capital fund (Note 13)	1,243,690	743,518
Statutory reserve fund (Note 13)	888,994	1,216,783
Equity in tangible capital assets (Note 12)	29,128,432	27,926,684
	<u>\$ 33,462,080</u>	<u>\$ 31,847,129</u>

The accompanying notes and schedule are an integral part of these consolidated financial statements

Approved on behalf of Mayor and Council



Dale Courtice, CGA
Director of Finance

Village of Harrison Hot Springs
Consolidated Statement of Operations
for the year ended December 31, 2012

	Budget (Unaudited - note 20)	2012	2011
Revenue			
Property taxes (Note 14,23)	\$ 1,812,200	\$ 1,821,615	\$ 2,183,269
Sale of services (Note 15)	889,750	895,336	734,138
Utility Service Fees (Note 16)	383,000	386,859	-
Government transfers (Note 17)	1,896,700	1,815,184	2,844,232
Investment income	26,500	28,174	35,348
Penalties and interest	20,600	22,842	28,863
Development cost charges (Note 8)	313,000	313,000	-
Other	32,600	58,344	32,835
	5,374,350	5,341,354	5,858,685
Expenses (Note 21)			
Legislative	130,100	131,722	120,585
General government	992,950	923,979	911,069
Protective services	211,650	179,406	187,222
Public Works	192,800	152,156	194,423
Transportation services	179,050	167,187	123,820
Public health	5,200	4,396	2,134
Planning and development	49,100	39,180	22,214
Tourism, Community and Economic Development	87,250	66,334	94,529
Sustainability	18,400	18,418	28,840
Solid waste management and recycling	123,650	114,013	107,467
Beaches, parks, recreation and culture	388,900	361,007	402,274
Water services	185,300	148,853	158,207
Sewer services	446,950	430,837	251,152
Non-Capital items expensed (Note 18)	-	243,761	120,340
Debt financing	31,450	25,625	60,582
Amortization (Note 1, Schedule I)	581,300	697,476	638,882
	3,624,050	3,704,350	3,423,740
Annual surplus	1,750,300	1,637,004	2,434,945
Prior period adjustment (Note 19)	-	(22,053)	84,847
Accumulated surplus, beginning of year	31,847,129	31,847,129	29,327,337
	\$ 33,597,429	\$ 33,462,080	\$ 31,847,129

Commitments and contingencies are specified in Note 22

The accompanying notes and schedule are an integral part of these consolidated financial statements

Village of Harrison Hot Springs

Consolidated Statement of Change in Net Financial Assets

for the year ended December 31, 2012

	Budget	2012	2011
	(unaudited - note 22)		
Annual Surplus	\$ 1,750,300	\$ 1,637,004	\$ 2,434,945
Acquisition of tangible capital assets	(2,521,700)	(2,245,202)	(3,778,719)
Amortization of tangible capital assets	581,300	697,476	638,881
Write down of tangible capital assets at NBV	-	516,672	4,858
Prior period adjustment	-	(22,053)	84,847
	(190,100)	583,897	(615,188)
Acquisition of prepaid expenses	-	(37,009)	(39,712)
Use of prepaid expenses	-	39,712	37,234
	-	2,703	(2,478)
Increase (decrease) in net financial assets	(190,100)	586,600	(617,666)
Net financial assets, beginning of year	2,821,252	2,821,252	3,438,918
Net financial assets, end of year	\$ 2,631,152	\$ 3,407,852	\$ 2,821,252

The accompanying notes and schedule are an integral part of these consolidated financial statements

Consolidated Statement of Cash Flows
for the year ended December 31, 2012

	2012	2011
Cash provided by (used in):		
Operating Activities:		
Annual surplus / (deficit)	\$ 1,637,004	\$ 2,434,945
Non cash items:		
Amortization	697,476	638,881
(Increase) Decrease in prepaid expenses	2,703	(2,479)
Prior period adjustment	(22,053)	84,847
Changes to financial assets / liabilities:		
Accounts receivable	931,828	(1,099,291)
Lease Receivable	44,961	3,456
Accounts payable and accrued liabilities	(564,412)	214,162
Deferred revenue	129,476	103,078
Development cost charges	(262,149)	132,560
Net change in cash from operating activities	2,594,834	2,510,159
Capital Activities:		
Write down of tangible capital assets at net book value	516,672	4,858
Acquisition of tangible capital assets	(2,245,202)	(3,778,719)
Net change in cash from capital activities	(1,728,530)	(3,773,861)
Financing Activities:		
Debt repayment	(164,343)	(580,057)
Actuarial adjustments	(6,350)	(15,130)
Net change in cash from financing activities	(170,693)	(595,187)
Net change in cash	695,611	(1,858,889)
Cash and cash equivalents, beginning of year	4,899,588	6,758,477
Cash and cash equivalents, end of year	\$ 5,595,199	\$ 4,899,588

The accompanying notes and schedule are an integral part of these consolidated financial statements

Notes to the Consolidated Financial Statements
For the year ended December 31, 2012

1. Significant Accounting Policies

The Consolidated Financial Statements of the Village of Harrison Hot Springs which are the representation of management are prepared in accordance with Canadian generally accepted accounting principles for governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. Significant accounting policies adopted by the Village are as follows:

a. Basis of consolidation

The Consolidated Financial Statements reflect the combined results and activities of the reporting entity which is comprised of the Operating, Capital and Reserve funds. Inter-fund transactions have been eliminated on consolidation.

- i. Operating Funds: These funds include the General, Water and Sewer operations of the Village. They are used to record the operating costs of the services provided by the Village.
- ii. Capital Funds: These funds include the General, Water and Sewer capital funds. They are used to record the acquisition and disposal of property and equipment and their financing.
- iii. Reserve funds: Under the *Community Charter*, Village Council may, by bylaw establish reserve funds for specified purposes. Money in a Statutory Reserve Fund, and interest earned thereon, must be expended by bylaw only for the purpose for which the fund was established. If the amount in a reserve fund is greater than required, Village Council may, by bylaw, transfer all or part of the balance to another reserve fund. Non-statutory Reserves require an approved council budget and resolution before these funds can be expended.

b. Revenue Recognition

Sources of revenue are recorded on the accrual basis and include revenue in the period in which the transactions or events occurred that give rise to the revenues and the expenses includes any liabilities incurred and transfers made. Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Sale of services, user fee revenues, investment income, penalties and interest and other revenues are recognized when they are rendered by the Village or are due by convention, bylaw, or received. Grant revenues are recognized when the funding becomes receivable. Revenue unearned in the current period is recorded as deferred revenue and is recognized as revenue in the fiscal year the services are performed.

c. Investments

Investments are recorded at cost. When in the opinion of management, there is a permanent decline in value, investments are written down to their net realizable value.

d. Long-term debt

Long-term debt is recorded net of related sinking fund balances.

e. Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They may have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i. Tangible Capital Assets

Tangible capital assets, comprised of capital assets and assets under construction, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put in to service.

Asset Useful Life - Years	
Land improvements	10 – 25
Parks infrastructure	10 – 50
Buildings	40 – 50
Machinery and equipment	5 – 10
IT infrastructure	4 – 10
Vehicles	5 – 20
Roads infrastructure	15 – 20
Water infrastructure	10 – 100
Sewer infrastructure	10 – 100
Drainage infrastructure	10 – 100

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the time of donation.

iii. Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

iv. Leased tangible capital assets

Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets.

f. Use of estimates

The preparation of consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses during the period.

2. Cash and Investments

	2012	2011
Restricted cash and investments		
Statutory Reserves	\$ 933,898	\$1,262,791
Non-statutory reserves	2,634,512	2,680,458
	3,568,410	3,943,249
Unrestricted cash and investments	2,026,789	956,339
Total cash and investments	\$5,595,199	\$4,899,588

3. Account Receivable

	2012	2011
Property taxes	\$195,066	\$138,866
Other governments	61,473	1,320,058
Trade and other	327,362	56,804
	\$583,901	\$1,515,728

4. Deposit and Reserve – Municipal Finance Authority

The Municipal Finance Authority of British Columbia (the Authority) provides capital funding for regional districts and their member municipalities. The Authority is required to establish a Debt Reserve Fund. The Authority must then use this fund if at any time there are insufficient funds to meet payments on its obligations. If this occurs the regional districts may be called upon to restore the fund.

Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the financing agreements. The interest earned on the Debt Reserve fund, less administrative expenses, becomes an obligation of the Authority to the regional districts.

Upon the maturity of a debt issue, the unused portion of the Debt Reserve Fund established for that issue will be discharged to the Municipality. The proceeds from these discharges will be credited to income in the year they are received. As at December 31, the total of the Debt Reserve fund was comprised of:

	2012	2011
Cash deposits	\$13,808	\$13,661
Demand notes	\$13,808	\$13,661

5. Accounts Payable and Accrued Liabilities

	2012	2011
Trade and other	\$301,318	\$459,696
Holdbacks payable	-	348,463
Other government	522	2,750
Accrued benefits	7,432	790
	\$309,272	\$811,699

6. Developer's Deposits and Other Trust Liabilities

	2012	2011
Property and event damage deposits	\$34,431	\$91,726
Non-refundable deposits	27,369	27,002
Letter of credit	2,980	2,940
Community groups funds held in trust	1,256	6,352
	\$66,036	\$128,020

7. Deferred Revenue

	2012	2011
Prepaid taxes	\$126,517	\$ 118,809
Gas tax	330,463	389,290
Facility rentals and other	203,150	22,554
	\$660,130	\$530,653

8. Development Cost Charges

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into separate deferred revenue liability accounts for specified future capital expenses. In accordance with generally accepted accounting principles, the Village records these funds as restricted revenue which is then recognized when the related costs are incurred.

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer	\$ 974,506	\$ 11,268	\$11,551	\$313,000	\$684,325
Water	134,667	12,920	1,854	-	149,441
Drainage	-	8,588	58	-	8,646
Parks	-	4,580	31	-	4,611
	\$ 1,109,173	\$ 37,356	\$13,494	\$313,000	\$847,023

9. Long-Term Debt

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
Sewer Fund					
MFA Issue 60	50,505	-	5,368	6,350	38,787

The following principle amounts are payable over the next three years:

	2012	2013	2014
Sewer Fund	\$5,368	\$5,368	\$5,368

* Actuarial Adjustments represent interest earned on sinking funds held by the Municipal Finance Authority. Such interest is used to reduce the principal amount of outstanding debt.

10. Interim Financing

In 2009 the Village borrowed \$1,500,000 under the Interim Financing Program from the Municipal Finance Authority of British Columbia for the purpose of constructing a new water reservoir. The Village has until 2014 to pay back the principal amount. Any principal balance unpaid will be converted into long-term debt at that time. The Village can pay down any amount on the principal in each of the next three years. Interest is paid monthly. During the year the Village paid \$17,194 in interest.

	2012	2011
Balance, December 31, 2011	\$1,000,000	\$ 1,200,000
Principal repayments	(150,000)	(200,000)
Balance, December 31, 2012	\$ 850,000	\$1,000,000

11. Tangible Capital Assets

	2012	2011
Land	\$9,984,913	\$9,984,913
Buildings	1,189,085	1,243,963
Equipment, furniture and vehicles	653,640	357,894
Engineering structures:		
Water	5,117,222	5,202,918
Sewer	6,017,259	2,350,852
Drainage	1,206,902	1,224,572
Roads	4,358,522	3,797,108
Other	1,321,090	1,374,582
Other tangible capital assets	168,586	3,449,363
Total	\$30,017,219	\$28,986,165

For additional information, see Consolidated Schedule of Tangible Capital Assets. (Schedule I)

The Village has \$81,421 of tangible capital assets under construction at December 31, 2012.

12. Equity in Tangible Capital Assets

Equity in tangible capital assets (TCA) represents the net book value (NBV) of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2012	2011
Equity in TCA, beginning of year	\$27,926,684	\$24,196,519
Add: Capital acquisitions	2,245,202	3,778,719
Debt principal repayment	164,344	580,056
Actuarial adjustment	6,350	15,130
Less: Amortization		
Dispositions at NBV	(516,672)	(4,858)
Amortization	(697,476)	(638,882)
Equity in TCA, end of year	\$29,128,432	\$27,926,684

13. Accumulated Surplus

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2012	2011
Surplus:		
Invested in tangible capital assets	\$29,128,432	\$27,926,684
Operating fund	2,200,964	1,960,144
Total surplus	31,329,396	29,886,828
Reserves set aside by Council:		
Capital Fund Reserves		
Recreation Centre	402,269	-
Assessment appeal	43,835	18,411
Beach	35,009	34,539
Building	57,717	56,942
Contingencies	10,564	10,423
Dock replacement	27,343	26,976
Flood box / drainage	14,316	14,122
General	27,082	26,718
Insurance	9,172	9,049
Memorial Hall restoration	5,122	8,530
Parking / traffic management	35,423	25,081
Office equipment	21,480	21,191
Property	43,708	43,121
Road/Sidewalk	12,419	12,252
Sick leave/Retirement	102,547	83,145
Sewer	276,552	255,283
Water	119,132	97,735
Total Capital Fund Reserves	1,243,690	743,518
Statutory Fund Reserves:		
Community amenities	85,107	19,506
Fire department capital	132,184	455,532
Land unexpended funds	12,141	7,361
Parkland acquisition	42,829	17,468
Public works capital	69,974	69,075
Sewage treatment replacement	448,999	550,228
Sewer unexpended funds	76,941	75,903
Port Divestiture income	20,819	21,710
Total Statutory Fund Reserves	888,994	1,216,783
	\$33,462,080	\$31,847,129

14. Taxation

Taxation revenue, reported on the consolidated statement of operations, is made up of the following:

	Budget	2012	2011
Taxes collected			
Municipal property taxes	\$1,774,000	\$1,774,002	\$1,748,531
Municipal debt taxes	-	-	25,591
Frontage taxes - Sewer	-	-	198,262
Frontage taxes - Water	-	-	185,303
1 % Utility taxes	31,500	31,610	30,327
Payments in lieu of taxes	6,700	6,644	6,410
School taxes	1,296,200	1,296,161	1,306,412
Regional District	62,200	62,165	63,697
Regional Hospital District	111,500	111,485	114,267
Police tax	108,400	108,337	110,510
Other agencies	31,300	31,319	32,518
	3,421,800	3,421,723	3,821,828
Less transfers to other governments			
School District	1,296,200	1,287,408	1,315,164
Regional District	62,200	62,163	64,295
Regional Hospital District	111,500	111,484	115,229
Police	108,400	107,734	111,114
Other agencies	31,300	31,319	32,757
	1,609,600	1,600,108	1,638,559
Net taxes available for municipal purposes	\$1,812,200	\$1,821,615	\$2,183,269

15. Sale of Services, User Rates, Rentals

	Budget	2012	2011
Sewer user fees	\$475,000	\$485,886	\$317,328
Water user fees	177,000	175,849	177,447
Curbside collection fees	90,000	90,933	90,423
Licenses and permits	40,400	34,932	46,625
Facility rentals	97,000	93,651	95,613
Fines	3,300	2,515	2,655
Other	4,050	5,169	4,047
Utility penalties	3,000	6,401	-
Total	\$889,750	\$895,336	\$734,138

16. Utility Service Fees

	Budget	2012	2011
Sewer service utility fee - residential	\$184,000	\$176,077	\$ -
Sewer service utility fee - business	14,000	19,858	-
Water service utility fee - residential	171,000	169,856	-
Water service utility fee - business	14,000	21,068	-
Total	\$383,000	\$386,859	\$ -

17. Government Transfers

The Village recognizes the transfer of government funding as expenses or revenues in the period that the events giving rise to the transfer occurred. The Government transfers reported on the Statement of Operations are:

	Budget	2012	2011
Provincial:			
Conditional			
Infrastructure - wastewater treatment plant	\$537,500	\$579,993	\$ 818,183
Resort Municipality Initiative	310,000	133,704	289,598
McComb's Drive bridges	-	-	400,000
Other	700	756	542
Unconditional	451,000	451,379	436,756
Federal:			
Conditional			
Infrastructure – wastewater treatment plant	537,500	491,628	818,183
Gas tax	60,000	156,107	80,970
	\$1,896,700	\$1,813,567	\$2,844,232

18. Non-Capital items expensed

This includes items that although budgeted as capital expenditures did not qualify as tangible capital assets under the Village's policy.

19. Prior period adjustment

Prior period adjustments represent the accumulated effect of recording Development Cost Charge revenue, Gas Tax revenue and Resort Municipality Initiative revenue in the year the revenue is received rather than when the revenue is actually used for a particular capital project.

20. Budget Data

The unaudited budget data presented in these consolidated financial statements is based upon the 2012 operating and capital budgets adopted by Council on April 23, 2012. The chart below reconciles the approved balanced budget to the budget figures reported in these consolidated financial statements.

2012 Adopted Operating and Capital Budget	Budget Amount
Revenues:	
Operating budget	\$3,624,050
Capital budget	2,521,700
Total revenue	6,145,750
Expenses:	
Operating budget	3,624,050
Capital budget	2,521,700
Total expenses	6,145,750
Budgeted surplus (deficit)	\$ -
Budgeted surplus (deficit)	\$ -
Add:	
Capital expenses	\$2,521,700
Transfers to reserves	323,000
Principal repayments	152,400
Less:	
Transfers from reserves	(665,500)
Amortization	(581,300)
Annual budgeted surplus (see statement of operations page 4)	\$1,750,300

21. Classification of Expenses by Object

The Schedule of Operating Fund Activities represents the expenditures by function; the following table classifies those same expenditures by object:

	Budget	2012	2011
Salaries, wages and employee benefits	\$1,416,900	\$1,372,680	\$1,290,586
Operating materials and supplies	620,500	508,223	429,766
Contracted services	218,000	189,955	194,680
Administrative services and supplies	462,500	399,169	432,296
Utilities	160,100	134,225	129,044
Rentals and contractual obligations	133,300	133,236	127,564
Debt financing	31,450	25,625	60,582
Other	-	243,761	120,340
Amortization	581,300	697,476	638,882
Total expenditures by object	\$3,624,050	\$3,704,350	\$3,423,740

22. Commitments and Contingencies

- a. The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 176,000 active members and approximately 67,000 retired members. Active members include approximately 35,000 contributors from local governments.

The latest valuation as at December 31, 2009 indicated an unfunded liability of \$1,024 million for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. Defined contribution plan accounting is applied to the Plan as the Plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with result that there is no consistent and reliable basis for allocating the obligation, Plan assets and cost to individual entities participating in the Plan.

The Village of Harrison Hot Springs paid \$86,132 for employer contributions to the plan in fiscal 2012.

- b. Debts of the Fraser Valley Regional District are, under provisions of the *Local Government Act*, a direct, joint and several liability of the District and each member municipality within the District, including the Village of Harrison Hot Springs.
- c. The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by section 3.02 of the *Insurance Act* of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange are in every case several, not joint and several. The Village irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- d. The Village has an agreement with the Harrison Hot Springs Tourism Society to provide annual funding of \$31,000. The term of the agreement ends December 31, 2013.

23. Significant Taxpayer

The Village is reliant upon one taxpayer for approximately 23 % of the property tax revenue.

24. Comparative Figures

Certain balances of the preceding year have been reclassified to conform to the current year's financial statement presentation.

Village of Harrison Hot Springs
CONSOLIDATED STATEMENT OF TANGIBLE CAPITAL ASSETS

For the Year Ended December 31, 2012

	Land	Building	Equipment / Furniture / Vehicles	Water	Engineering Structures Sewer / Drainage	Roads	Other	Other Tangible Capital Assets	2012 Total	2011 Total
COST										
Opening Balance	\$ 9,984,913	\$ 1,985,501	\$ 1,509,677	\$ 6,094,049	\$ 6,956,061	\$ 7,215,964	\$ 1,752,458	\$ 3,580,190	\$ 39,078,833	\$ 35,309,803
Add: Additions	-	10,175	382,329	-	4,285,981	825,966	14,656	122,745	5,641,852	4,672,848
Less: Disposals	-	(10,898)	(19,474)	-	(2,358,812)	(166,573)	-	(3,396,650)	(5,952,407)	(903,818)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Closing Balance	9,984,913	1,984,778	1,872,532	6,094,049	8,883,230	7,875,377	1,767,114	306,285	38,768,278	39,078,833
ACCUMULATED AMORTIZATION										
Opening Balance	-	741,538	1,151,783	891,131	3,380,637	3,418,876	377,876	130,827	10,092,668	9,458,618
Add: Amortization	-	65,053	76,845	85,696	149,997	244,865	68,148	6,872	697,476	638,882
Less: Acc. Amortization on Disposals	-	(10,898)	(9,736)	-	(1,871,565)	(146,886)	-	-	(2,039,085)	(4,832)
Closing Balance	-	795,693	1,218,892	976,827	1,659,069	3,516,855	446,024	137,699	8,751,059	10,092,668
Net Book Value for year ended December 31, 2009	<u>\$ 9,984,913</u>	<u>\$ 1,189,085</u>	<u>\$ 653,640</u>	<u>\$ 5,117,222</u>	<u>\$ 7,224,161</u>	<u>\$ 4,358,522</u>	<u>\$ 1,321,090</u>	<u>\$ 168,586</u>	<u>\$ 30,017,219</u>	<u>\$ 28,986,165</u>

Property Assessments & Tax Rates By Property Class

Class	Residential (1)	Business Other (6)	Recreational Non Profit (8)
Analysis of 2012 Taxable Values			
For General Purposes	\$311,320,195	\$62,741,777	\$3,915,000
Percentage of Taxable Values	82.36 %	16.60 %	1.04 %
Percentage of General Taxation	56.76 %	40.03 %	3.21 %
Analysis of 2012 Rates (Per \$1,000)			
General	3.23408	11.31928	14.55334
School	2.71250	6.40000	3.40000
B.C Assessment Authority	0.05990	.18430	.059900
Municipal Finance Authority	0.00020	0.00050	0.00020
Regional District	0.13082	0.32051	0.13082
Regional Hospital District	0.23461	0.57479	0.23461
Police	<u>0.22800</u>	<u>0.55850</u>	<u>0.22800</u>
	<u>\$ 6.60011</u>	<u>19.35789</u>	<u>\$ 18.60687</u>

Note: Properties are categorized into 9 different classes for assessment purposes.

*For General tax purposes The Village of Harrison Hot Springs has no properties with classes:
2 (utilities) 3 (supportive housing) 4 (major industry) 5 (light industry) 7 (managed forest land)
and 9 (farm)*

General Statistics

	<u>2012</u>	<u>2011</u>
Population – Canada Census	1468 (est)	1,468 (est.)

Building Permit Statistics

Single Family	4	3
Commercial	0	2
Other & Renovations	8	10
Construction Values	\$867,445	\$873,893

	<u>2012</u>	<u>2011</u>
General Assessed Values		
Authenticated Roll	\$ 377,976,972	\$ 386,224,348
Residential	311,320,195	318,831,195
Business	62,741,777	62,205,153
Rec. Non-Profit	3,915,000	5,188,000
Tax Rates		
Residential	3.22094	3.22094
Business	11.27329	11.27329
Rec. Non-Profit	14.55334	11.27329

GENERAL MUNICIPAL 2012 RATES

<u>CLASS</u>	<u>VALUES</u>	<u>RATE/M</u>	=	<u>REVENUE</u>	<u>RATIO</u>
Residential (1)	\$ 311,320,195	x 3.23408		\$ 1,006,834	1:1
Business (6)	62,741,777	x 11.31928		710,190	1:3.50
Rec/Non Profit (8)	3,915,000	x 14.55334		<u>56,976</u>	1:4.50
Total				<u>\$ 1,774,000</u>	



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** June 10, 2013
FROM: Debra Key, Deputy Chief Administrative Officer/CO **FILE:** 3900-01
SUBJECT: Fraser Valley Regional Library – New Funding Formula for Library Service

ISSUE: to approve the new proposed funding formula – Option 6B with Partial Per Capita Allocation of Shared Services

BACKGROUND:

The enclosed email and FVRL Board Report has been received from the Fraser Valley Regional Library which provides the background on the current funding formula and the Board's decision to approve a new funding formula.

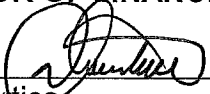
The *Library Act* stipulates that two thirds of the Fraser Valley Regional Library member local governments must approve the funding formula for any changes in order to implement for 2014.

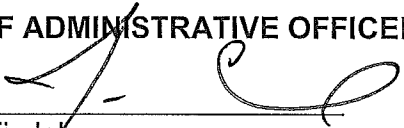
RECOMMENDATION:

THAT Council accept and approve the new proposed funding formula, Option 6B with Partial Per Capita Allocation of Shared Services as approved by the Fraser Valley Regional Library Board.

Respectfully submitted for your consideration,

Debra Key
Deputy Chief Administrative Officer/CO

DIRECTOR OF FINANCE COMMENTS:

Dale Courtice
Director of Finance**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

Ted Tisdale
Chief Administrative Officer

For

Debra Key

From: Irene Geng <igeng@fvrl.bc.ca>
Sent: May-27-13 3:49 PM
Subject: FVRL: Proposed New Funding Formula
Attachments: Funding Formula Report May 22 2013.pdf
Importance: High

Dear Mayors and Councils/Board Chairs and Boards of FVRL Member Local Governments:

For your reference, below is the text of a letter that is coming to you by mail, along with the accompanying report as a PDF, regarding a proposed new funding formula for library services. Thank you for giving this matter your consideration.

Dear Mayors and Councils/Board Chairs and Boards:

Fraser Valley Regional Library is seeking your support in adopting a new funding formula to apportion the cost of providing library service.

Background

FVRL's current funding formula was developed over 15 years ago. Over time, some usage allocation statistics became unreliable or are no longer available. Some statistics are no longer indicative of usage to the same degree that they once were. Having determined that a review of the funding formula was necessary, the finance directors of FVRL's member communities met to review it and quickly agreed that a revision was desirable. The group identified five principles of a desirable funding formula and then developed a new funding formula that fulfills these principles fairly for all FVRL member communities. Enclosed is a report which describes the proposed funding formula.

Recommendation

At the May 22, 2013 meeting of the Fraser Valley Regional Library Board, the Board approved a motion:

"that the new proposed funding formula, Option 6B with Partial Per Capita Allocation of Shared Services, be recommended to FVRL member local government councils/boards for approval."

The Library Act stipulates that two-thirds of FVRL member local governments must approve the funding formula in order for it to change. In order to begin implementation for 2014, we would appreciate being advised of your decision by July 17, 2013.

Thank you very much for considering this proposal. We look forward to receiving your decision.

Yours truly,

Rob O'Brennan
Chief Executive Officer

Irene Geng
Office of the Chief Executive Officer | Donor Relations Fraser Valley Regional Library Administrative Centre: 34589
DeLair Road, Abbotsford, BC V2S 5Y1 [p] 604.859.7141 or 1.888.668.4141 (ext. 7005) or 604.557.4706 (direct)
[f] 604.859.4788

Read. Learn. Play. | www.fvrl.ca<<http://www.fvrl.ca>>

This email may be privileged and confidential. Any use of the email by an unintended recipient is prohibited. If you receive this email in error please call me immediately.

FVRL FUNDING FORMULA REPORT

By Mary O'Callaghan, Director of Corporate Services

Board Meeting of May 22, 2013

BACKGROUND

FVRL's unique funding formula (the True Usage formula) was developed over 15 years ago. Over time some of the usage allocation statistics have become unreliable or are no longer available. Some of these statistics are no longer indicative of usage to the same degree that they were 15 years ago. A review of the funding formula was overdue.

The current funding formula is prone to some significant fluctuations due to the usage adjustment and / or usage statistic changes, such as a new library being built in a neighbouring community. These fluctuations make it difficult to prepare a realistic five year plan for each community.

Some categories no longer have usable statistics. For example, the Outreach, home delivery service, has been restructured to be more cost effective. However, this means that we no longer have individual customer statistics within an institution or individual circulation statistics. Another example, e-circulation statistics does not provide circulation by residency statistics. Also, marketing is moving to more electronic rather than print distribution, making that allocation statistic inappropriate.

FINANCE DIRECTORS MEETINGS

The Finance Directors of FVRL's member communities have met to review the funding formula. For the reasons stated earlier, it was quickly accepted that a revision to the funding formula was desirable.

The group identified five principles of a desirable funding formula:

- **Local Control:** Retain the direct charge portion and the aspect of local control;
 - **Simplicity:** Make it simpler so that the formula is easier to explain and creates less administrative burden;
 - **Consistency:** Maximize consistency and minimize fluctuations;
 - **Predictability:** Make it predictable to enable preparation of five year plans;
 - **Adaptability:** Design it to be adaptable to future changes, such as more electronic lending.
-

PROPOSED CHANGES

1. Direct Charges

Existing categories of Direct Charges (library staff salaries and benefits, capital, etc.) are retained and other areas (library programs, promotion and supplies) have been added.

2. Retain Existing Usage Allocations

Where the usage statistics are available, reliable and are still indicative of usage, this method of allocation has been retained. (e.g. Computer operations, vehicle operations and human resources and payroll.)

3. Allocate Based Upon Population

For cost centres relating to products and services to customers where we do not have a reliable usage statistic, the costs will be allocated according to the BC Statistics for service area populations. (e.g. Library Materials, Outreach (home delivery), system-wide programs and InterLINK fees)

4. Administration

The remaining system-wide support services based at the Administrative Centre, including the Administrative Centre building costs, will be allocated according to the share of the budget up to that point.

5. Implementation

It is recommended that the change be phased in over two years.

According to the *Library Act* two-thirds of FVRL member local governments must approve the funding formula in order for it to change.

IMPACT

With any change in a funding formula for budget allocation, there are “winners and losers.” FVRL is committed to working with communities to find ways to minimize the impact where at all possible. Phasing in the change over two years also will reduce the impact.

Fraser Valley Regional Library
PROPOSED FUNDING FORMULA vs CURRENT FUNDING FORMULA
Option 6B

	Current Funding Formula	Proposed Funding Formula
LIBRARY COSTS		
Salaries and benefits	Direct	Direct
Photocopiers	Direct	Direct
Building	Direct	Direct
Capital assets	Direct	Direct
Promotion	Direct	Direct
Programs	No. of attendance	Direct
Postage	No. of Circulation	Direct
Office supplies	% of Total Library Costs	Direct
SHARED SERVICES COSTS		
Library materials + wages	50% No. of Circulation + 50% Library Space (sq ft)	Per Capita
Client Services wages + FVRL-wide programs	% of Total Library Wages	Per Capita
Outreach Services wages	50% No. of Customers + 50% No. of Items Circulated	Per Capita
Interlink fees	Per Capita	Per Capita
Computer Operations + wages	No. of Computer/Selfcheck	No. of Computer/Selfcheck
Vehicle Operations + wages	No. of Deliveries	No. of Deliveries
Human Resources + wages	No. of FTEs	No. of FTEs
Communications + wages	No. of Forms Printed	% of Total Library Costs
Collection Agency fees	No. of Circulation	% of Total Library Costs
Content Insurance	Value Insured per Library	% of Total Library Costs
USAGE ADJUSTMENT	Yes	No

**Fraser Valley Regional Library
2013 Approved Budget Restated - Option 6B
with Partial Per Capita Allocation of Shared Services**

Municipality	Current Formula	Proposed Formula	Difference \$	Difference %
Abbotsford	3,531,057	3,520,144	(10,913)	-0.31%
Chilliwack	2,635,903	2,653,625	17,722	0.67%
Delta	3,190,569	3,142,777	(47,792)	-1.50%
FVRD	249,530	217,531	(31,999)	-12.82%
Harrison Hot Springs	56,703	56,703	0	0.00%
Hope	323,480	303,571	(19,909)	-6.15%
Kent	304,687	282,171	(22,516)	-7.39%
Langley City	1,163,563	1,270,445	106,882	9.19%
Langley Township	3,499,267	3,564,022	64,755	1.85%
Maple Ridge	2,590,978	2,472,844	(118,134)	-4.56%
Metro Vancouver	2,000	2,000	0	0.00%
Mission	1,252,875	1,243,440	(9,435)	-0.75%
Pitt Meadows	873,526	937,146	63,620	7.28%
Port Coquitlam	1,490,984	1,559,293	68,309	4.58%
White Rock	825,988	765,398	(60,590)	-7.34%
Total Assessment	21,991,110	21,991,110	0	0.00%



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council
FROM: Andre Isakov
Manager of Planning and Community Services
DATE: May 29, 2013
FILE: 3360-20-22/
6520-20-11
SUBJECT: Official Community Plan Amendment Bylaw No. 1035, 2013
Zoning Bylaw Amendment Bylaw No. 1036, 2013
District Lot 5031, Group 1, New Westminster Land District, PID 002-410-257

ISSUE:

Staff are seeking Council direction on the Public Hearing date for both the Official Community Plan Amendment Bylaw No. 1035, 2013 and the Zoning Bylaw Amendment Bylaw No. 1036, 2013.

BACKGROUND:

The Village of Harrison Hot Springs has received an application for an Official Community Plan (OCP) text amendment and rezoning for a property located on the west side parallel Rockwell drive – the site of the current Harrison Marina. Please refer to the maps attached to Bylaws for detailed information on the property location.

The proposal seeks to amend the OCP and rezone the property in question in order to facilitate a comprehensive development that could include a marina with up to 15 floating homes; two condominium buildings with 51 multi-family units, 892 m² of commercial/office space, 233 m² of restaurant space, and 232 m² of communal amenity space.

The property in question is located within the Lakeshore Special Planning Area as outlined in Section 4 of the OCP (page 26). Lakeshore Special Planning Area has several outlined future use designations, one of which is the Lakeshore Marine Tourist Commercial. The OCP Amendment Bylaw No. 1035 proposes text amendments to the policies outlined within the Lakeshore Marine Tourist Commercial designation. The primary focus of these text amendments is to explicitly facilitate residential development while preserving the marine-oriented tourism as well as public use components within the Lakeshore Marine Tourist Commercial designation.

The property in questions is within the Geotechnical Hazard Development Permit Area as outlined within Section 9 of the OCP. As such, the property will be required to have a site specific Geotechnical Report provided by a certified geotechnical engineer at a later subdivision or building permit stages.

The Zoning Bylaw Amendment Bylaw No. 1036 proposes to rezone the property in question from Marine Commercial C-6 to Comprehensive Development Zone 4 – CD-4. The rezoning would facilitate for a multifaceted mixed-use development. The development is envisioned to have two components. First, includes two mixed-use buildings connected by a restaurant in the middle (described as Lot A on the Comprehensive Development Plan). One of the buildings would be about 6.5 stories in height and would feature a single level of commercial space, the other building would not feature the commercial space and would thus be 5.5 stories in height. This entire complex is proposed to feature an at grade parkade, with additional parking spaces available outside of the buildings. Second component features additional upgraded marina space to facilitate boat moorage and up to 15 floating homes (Lot B). In the proposal the marina is design to facilitate an access channel for the Village owned waterlot which currently accommodates the Harrison Yacht Club.

A public boardwalk is proposed to connect the development to the Village Centre. All permitted uses within the CD-4 zone will need to be connected to the Village community water system and sanitary sewer system.

The development proponent is offering a community amenities package as part of the rezoning proposal. Additionally, the development is projected to contribute about \$837,000 in Development Cost Charges.

At the Regular Council meeting of June 3, 2013 Council read Bylaw No. 1035 and Bylaw No. 1036 a first time. Furthermore, Council referred both bylaws to

- a) the Village Engineer;
- b) the Fire Chief;
- c) the Advisory Planning Commission;
- d) the Ministry of Transportation and Infrastructure;
- e) the School District; and
- f) the Fraser Valley Regional District,

for comment pursuant to the consultation requirements of Section 879 of the Local Government Act prior to the bylaws being considered for second reading.

At this point, the referrals have all been sent out. The Advisory Planning Commission is scheduled to review the proposal at the June 13, 2013 APC meeting.

Attachments:

- 1. Official Community Plan Amendment Bylaw No. 1035;
- 2. Zoning Bylaw Amendment Bylaw No. 1036;

RECOMMENDATION:

THAT Public Hearing for the Official Community Plan Amendment Bylaw No. 1035, 2013 be scheduled for July 8, 2013; and

THAT Public Hearing for Zoning Bylaw Amendment Bylaw No. 1036, 2013 be scheduled for July 8, 2013.

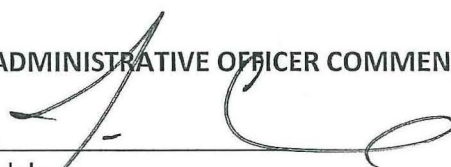
Respectfully submitted for your
consideration;



Andre Isakov
Manager of Planning and Community Services

DIRECTOR OF FINANCE COMMENTS:

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Fed Ted Tisdale
Chief Administrative Officer

**A bylaw to amend Village of Harrison Hot Springs
Official Community Plan Bylaw 864, 2007**

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, the Official Community Plan Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2007;

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

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1035, 2013".

II. TEXT AMENDMENT

- A. That Table 1: Future Land Use Designation of the Village of Harrison Hot Springs Official Community Plan No. 864 (page 25), be amended with a replacement of the Lakeshore Marine Tourist Commercial section as follows:

TABLE 1: FUTURE LAND USE DESIGNATIONS

Purpose	Rationale	Future Land Use Permitted
Lakeshore Marine Tourist Commercial To develop an area of marine-oriented tourism with residential as well as public use components and pedestrian connections to Esplanade Avenue.	This area is the main focus of boating and moorage activities for the village. It has the potential for a mixture of residential, public, recreation and marine tourism uses on lakeshore lands adjacent to Rockwell Drive.	Marinas, restaurants, related retail services and other uses permitted in the C-6 and P-1 zones and as prescribed within the Zoning Bylaw, with provisions for small hotel or residential development.

- B. That Section 4.2.4 Lakeshore Marine Tourist Commercial Area of the Village of Harrison Hot Springs Official Community Plan No. 864 (page 32), be amended with a replacement section as follows:

4.3.4 Lakeshore Marine Tourist Commercial Area

Within this area, a range of marine-oriented tourism uses such as marinas, restaurants, retail services, small hotels or residential developments are permitted. This development provides for 'marina accommodation' that caters to the boating tourist, boating residential tourist, and recreational development. Hotels or residential developments integrated with marina operations may be considered. Public community space and a public community facility are to be encouraged within this area.

The Lakeshore Marine Tourist Commercial area is located within Development Permit Area Number 1. In addition to consideration of the Development Permit guidelines set out in 4.4, special attention in Development Permits for this area will be applied to pedestrian accessibility to the lakefront area and connection to the pedestrian promenade along the remainder of the lakefront as described in Section 4.3.1 above.

Developments within this area are required to consult, and obtain all applicable approvals, with appropriate Provincial and Federal Government Agencies.

Re-designation Criteria

Proposals for redesignation of the Lakeshore Marine Tourist Commercial area to Waterfront Commercial by application for Plan amendment will be considered by Council on the basis of the following:

- a) A study by a qualified geotechnical engineer confirms acceptability of the proposed commercial development within the area proposed for re-designation with regard to natural hazards;
- b) A study by a qualified traffic engineer confirms suitability of the site for the proposed estimated traffic volumes and parking requirements and provides a conceptual design with regard to safe access and egress from Highway 9;
- c) The Ministry of Highways endorses in principle the proposed re-designation with regard to effects on Highway 9;
- d) A study by a qualified professional biologist confirms that the proposed commercial development will have no significant adverse impact on fish habitat and such uses are acceptable in principle to the Department of Fisheries and Oceans and the B.C. Ministry of Environment;
- e) Conceptual design of proposed development outlining building siting, form and character and landscaping and the manner in which the development will be consistent with the objectives of the Lakeshore Development Permit Area 1;

- f) A study by a qualified engineer assessing the implications of re-designation for upgrading sewer and water services to serve the proposed commercial land uses;
- g) Proponents of the re-designation consult with property owners in the Waterfront Commercial Area and with the District of Kent and provide a report to Council on the views of those consulted; and
- h) Consideration of submissions to a public hearing on the proposed amendment of the Official Community Plan.

IV. READINGS AND ADOPTION

READ A FIRST TIME THIS 3rd DAY OF JUNE, 2013

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2013

READ A SECOND TIME THIS DAY OF , 2013

READ A THIRD TIME THIS DAY OF , 2013

ADOPTED THIS DAY OF , 2013

Mayor

Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1036**

**A bylaw to amend Village of Harrison Hot Springs
Zoning Bylaw 1020, 2012**

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1020, 2012, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted January 7th, 2013;

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

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Bylaw Amendment Bylaw No. 1036, 2013".

II. TEXT AMENDMENT

That the Village of Harrison Hot Springs Zoning Bylaw Number 1020, 2012, be amended by:

- A. Inserting the following new sub-section: "VI. 4). (9) Comprehensive Development Zone 4 – CD-4"; and
- B. Inserting the above sub-section within the Table of Contents.

"VI. 4). (9) COMPREHENSIVE DEVELOPMENT ZONE 4 – CD-4

.1) Intent

This zone is intended to provide for a marine-oriented development. The development is to feature space for marina boat moorage, multi-unit dwellings, restaurants, recreational and public amenities, and related retail services on the property legally described as District Lot 5031, Group 1, New Westminster Land District, PID 002-410-257, containing about 7,568 m² of land area (upland), and Block A of District Lot 7211, Group 1, New Westminster Land District, containing about 4.3 hectares of waterlot (waterlot lease 232640).

.2) Permitted Uses

The following uses and no others are permitted in the CD-4 zone:

Principal Uses

- .1 Marina;
- .2 Multi-family dwellings;
- .3 Public community facility.

Accessory Uses

- .1 Offices (maximum 900 m² in combination with retail stores);
- .2 Restaurants and Retail space (maximum 1000 m²);
- .3 Home Occupations;
- .4 Parking areas and Parking garage;
- .5 Marina fuel sales and services (maximum 1);
- .6 Indoor recreation facilities;
- .7 Outdoor recreation facilities;
- .8 Entertainment facilities;
- .9 Floating homes (maximum 15 units).

.3) Conditions on Use

- .1 All permitted uses shall be connected to the Village of Harrison Hot Springs community water system and sanitary sewer system.
- .2 Multi-family dwellings use must:
 - (a) Be located above the first floor;
 - (b) Have entrances leading directly to the street and the separate entrances shall be divided from other uses by walls;
 - (c) Provide common amenity areas of no less than 225 m²;
 - (d) Provide private amenity areas of no less than 10 m² for each dwelling unit.

.4) Regulations

On a *parcel* zoned CD-4, no *building or structure* will be constructed, located or altered and no plan of subdivision will be approved which contravenes the regulations set out in the following table in which Column I sets out the matter to be regulated and Column II sets out the regulations

COLUMN I	COLUMN II
Minimum <i>Lot Size</i>	2200 m ²
Minimum <i>Setback</i> <ul style="list-style-type: none"> • <i>front parcel line</i> • <i>interior parcel line</i> • <i>exterior parcel line</i> • <i>rear parcel line</i> 	3 metres 1.2 metres 3 metres 2.5 metres
Maximum <i>Residential Density</i>	100 units per hectare
Accessory <i>Building and Structures</i> Minimum <i>Setback</i> <ul style="list-style-type: none"> • <i>front parcel line</i> • <i>side parcel line</i> • <i>rear parcel line</i> 	3 metres 3 metres 2 metres
Maximum <i>Lot Coverage</i>	50%
Maximum <i>Building Height</i>	7 storeys or 30 metres, whichever is lesser
<i>Parking and Loading</i>	1.5 spaces per multi-family unit 1 space per floating home 1 space per 30 m ² of office/retail space 1 space per 16 m ² of restaurant space 1 space per 3 berths in the marina

4 Community Amenities

On a parcel zoned CD-4, no building or structure shall be constructed until the following community amenity has been provided to the Village:

1. the offered \$375,000.00 community amenity contribution as outlined within the Development Agreement;
2. the offered easement on Block A of District Lot 7211, Group 1, New Westminster Land District waterlot to facilitate access and moorage for Block D of District Lot 5784 and 7211, Group 1, New Westminster District waterlot as outlined within the Development Agreement.

5 Comprehensive Development Plan

On a parcel zoned CD-4, no building or structure shall be constructed, located or altered and no plan of subdivision approved which is not generally in accordance with the Comprehensive Development Plan which forms an integral component of this zone as Schedule 1.

II. MAP AMENDMENT

- A. That Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1020, be amended by rezoning the property located on property legally described as District Lot 5031, Group 1, New Westminster Land District, PID 002-410-257 (upland) and Block A of District Lot 7211, Group 1, New Westminster Land District (waterlot lease 232640), and as outlined in heavy black outline and cross-hatched on Schedule 2 of this Bylaw, from the **Marine Commercial (C-6)** to **Comprehensive Development Zone 4 (CD-4)**.
- B. That the map appended hereto designated as Schedule 2 showing such amendment is an integral part of this Bylaw.

III. READINGS AND ADOPTION

READ A FIRST TIME THIS 3rd DAY OF JUNE, 2013.

A PUBLIC HEARING WAS HELD ON THE _____ DAY OF _____, 2013.

READ A SECOND TIME THIS _____ DAY OF _____, 2013.

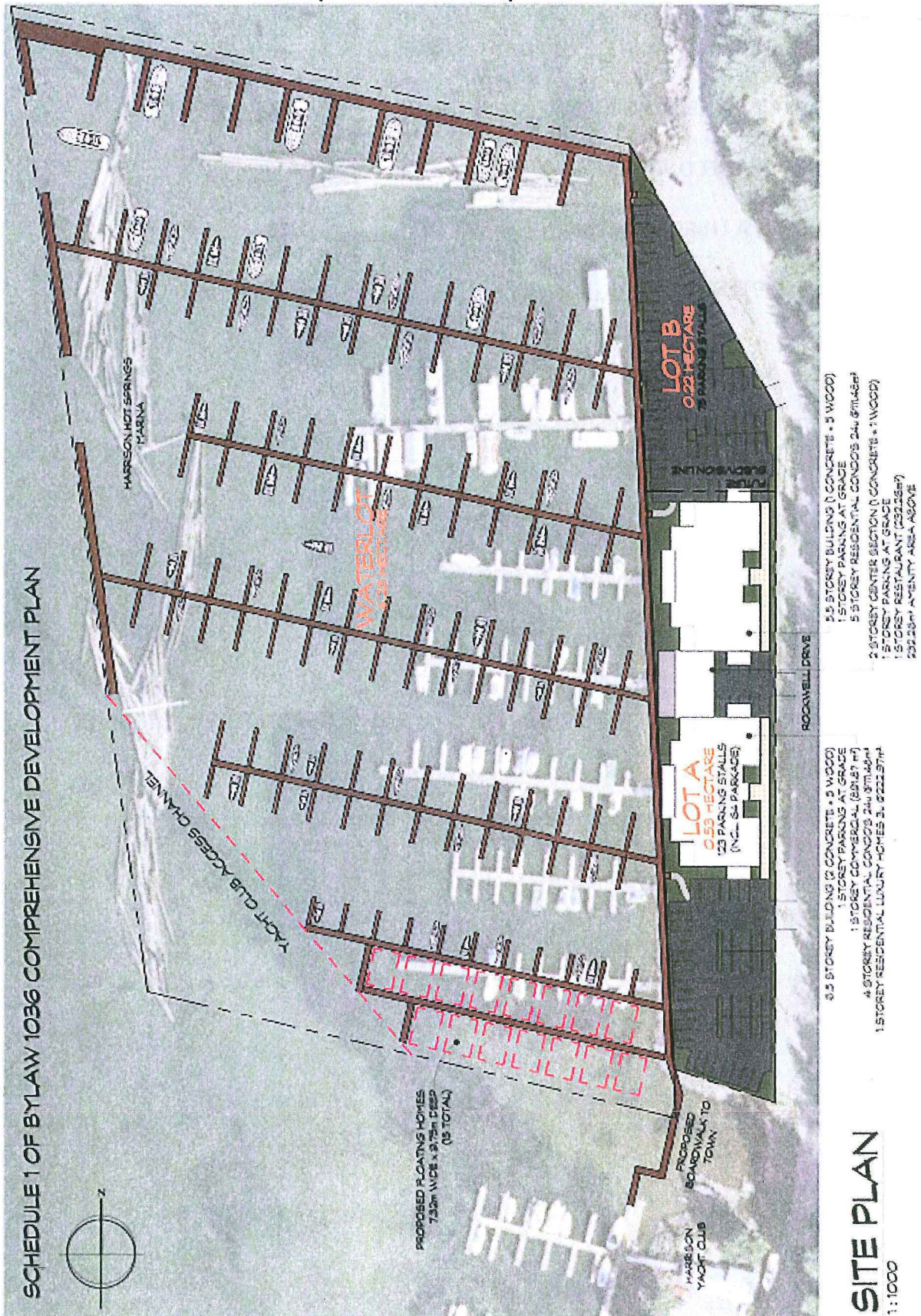
READ A THIRD TIME THIS _____ DAY OF _____, 2013.

ADOPTED THIS _____ DAY OF _____, 2013.

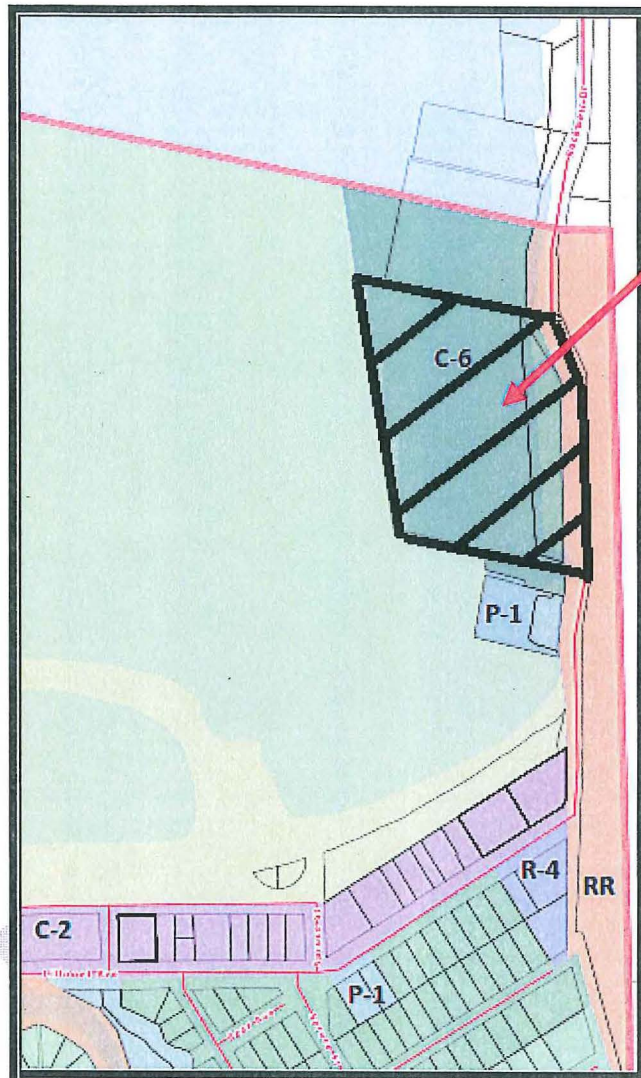
Mayor

Corporate Officer

Schedule 1 of Bylaw 1036
Comprehensive Development Plan



Schedule 2 of Bylaw 1036



Marine Commercial (C-6) to
Comprehensive Development
Zone 4 (CD-4)

