

VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, March 2, 2015
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER

Meeting called to order by Mayor Facio.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

4. ADOPTION OF COUNCIL MINUTES

THAT the Minutes of the Regular Council Meeting held on February 16, 2015 be adopted.

Item 4
Page 1

5. BUSINESS ARISING FROM THE MINUTES

6. CONSENT AGENDA

i. Bylaws

ii. Agreements

iii. Committee/
Commission
Minutes

iv. Correspondence

7. DELEGATIONS

- BC Assessment – Trevor Brown, Senior Appraiser

Item 7
Page 7

8. CORRESPONDENCE

- Email dated February 13, 2015 from Lori Ann Waites on behalf of the Board of Governors at the University of the Fraser Valley regarding nominations for UFV's Betty Urquhart Community Service Award

Item 8a
Page 21

<ul style="list-style-type: none">Letter dated February 23, 2015 from the City of Port Moody regarding a declaration of the right to a healthy environment.	Item 8b Page 25
9. BUSINESS ARISING FROM CORRESPONDENCE	
10. REPORTS FROM COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS	
11. REPORTS FROM MAYOR	
12. REPORTS FROM STAFF	
<p>Report of Deputy Chief Administrative Officer/Corporate Officer – February 20, 2015 Re: Business Licences – Real Estate</p> <p>Recommendation:</p> <p>THAT Council direct staff to proceed with amendments to Business Licencing and Regulation Bylaw No. 945 to address Real Estate Licencees.</p>	Item 12 Page 27
13. BYLAWS	
<p>Report of Deputy Chief Administrative Officer/Corporate Officer – February 19, 2015 Re: Sign Bylaw Amendments</p> <p>Recommendation:</p> <p>THAT “Sign Amendment Bylaw No. 1064, 2015” be given introduction and three readings.</p>	Item 13 Page 29
14. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)	
15. ADJOURNMENT	

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

DATE: February 16, 2015
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 Sonja Reyerse
Councillor John Hansen
Councillor Samantha Piper

Chief Administrative Officer, Ian Crane
Deputy Chief Administrative Officer/CO, Debra Key

ABSENT:

Recording Secretary: Jaclyn Bhatti

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

None

3. **APPROVAL OF AGENDA**

Moved by Councillor Hansen
Seconded by Councillor Piper

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**

4. **ADOPTION OF COUNCIL MINUTES**

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the Minutes of the Regular Council Meeting held on February 2, 2015
be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 16, 2015*

5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **CONSENT AGENDA**

i. Bylaws None

ii. Agreements

iii. Committee/
Commission
Minutes

iv Correspondence

7. **DELEGATIONS**

Harrison Hot Springs Fire Department – Fire Chief Don Labossiere

Fire Chief Labossiere provided Council with an Annual Report and gave an update on the Harrison Hot Springs Fire Department.

Harrison Festival Society – Andy Hillhouse, Executive Director

Andy Hillhouse provided Council with an update on the Harrison Festival Society.

8. **CORRESPONDENCE**

None

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

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

- Councillor Reyerse reported that she and Councillor Hansen attended the Fraser Valley Library board meeting. The draft budget was discussed with the board voting to keep the status quo.

Council Reyerse reported that she attended the Chamber of Commerce yearly breakfast meeting. As membership has continued to decrease the Chamber of Commerce is looking at creating potential members incentives.

11.

REPORTS FROM MAYOR LEO FACIO

- Met with Innergex on February 12, 2015 to discuss funding opportunities.
- Reported that Family Day weekend was a success with approximately 1500 people attending the Family Fun Carnival over the two days. The community volunteers were greatly appreciated.
- Attended the Don Ramsay Memorial Scholarship Society event at Memorial Hall.
- Attended a meeting with the CAO, Fraser Valley Regional District representatives, MLA Laurie Throness and the Ministry of Forests, Lands, and Natural Resource Operations to discuss the proposed Regional Park.
- Attended the Kent-Harrison Joint Emergency Operations Program Committee meeting in Agassiz with Councillor Buckley. Discussion included getting emergency kits from the Red Cross as well as the emergency route. Both communities are looking for volunteers for the Emergency Social Services program.
- Reminder that the Order of British Columbia is calling for nominations.
- Attended the Community to Community Forum meeting along with other members of Council. The main topic of discussion was gravel removal.
- Attended the Fraser Valley Regional District Regional and Corporate Services Committee meeting. A two day strategic planning meeting is going to be held in March.

The Cascade Falls suspension bridge, which was funded by the Regional District and Innergex, should be opening this spring.

A presentation from the Air Quality group was given.

The Experience the Fraser project is still moving ahead.

- The Age-Friendly Community Results Open House is on February 25, 2015 at Memorial Hall.

12.

REPORTS FROM STAFF

**Report of Deputy Chief Administrative Officer/Corporate Officer –
February 4, 2015**

Re: Special Event Applications under the Use of Public and Municipal
Property Policy 4.1 – The Help Project

**Moved by Councillor Buckley
Seconded by Councillor Reyerse**

THAT the user fee for the rental of the Memorial Hall facility for The Help
Project's Special Events scheduled for May 8, 2015 and November 7, 2015 be
waived.

**CARRIED
UNANIMOUSLY**

**Report of Deputy Chief Administrative Officer/Corporate Officer –
February 5, 2015**

Re: Special In Camera Council Meeting – March 11, 12 and 13, 2015

**Moved by Councillor Buckley
Seconded by Councillor Hansen**

THAT the Harrison Hot Springs Resort & Spa be approved as the venue for a
Special In Camera Council Meeting to be held on March 11, 12 & 13, 2015.

**CARRIED
UNANIMOUSLY**

**Moved by Councillor Reyerse
Seconded by Councillor Piper**

THAT staff be directed to give notice under s. 94 of the *Community Charter*
and prepare an amendment to the Council Procedure Bylaw authorizing:

1. Council meetings to be held at any venue within municipal
boundaries; and
2. Inclusion of Reports of Councillors to the Order of Business at a
Regular Meeting of Council.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 16, 2015*

13. BYLAWS

**Report of Deputy Chief Administrative Officer/Corporate Officer –
February 10, 2015**
Re: Sign Bylaw Amendments

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT “Sign Bylaw Amendment Bylaw No. 1064, 2015” be given introduction and three readings.

Moved by Councillor Hansen
Seconded by Councillor Reyerse

THAT “Sign Bylaw Amendment Bylaw No. 1064, 2015” be referred back to staff for review and minor amendments.

**CARRIED
UNANIMOUSLY**

14. QUESTIONS FROM THE PUBLIC

Q: What is the rationale in the change of venue for the Special In-Camera Council meeting?

A: It is quite a common practice for Council and staff to discuss strategic planning for the community.

Q: Will the Sign Bylaw affect special events at Memorial Hall?

A: No, special events are an exemption under the Bylaw.

15. ADJOURNMENT

Moved by Councillor Reyerse
Seconded by Councillor Hansen

THAT the meeting be closed to the public at 8:05 p.m. except for Council and senior staff and for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 16, 2015*

Section 90 (1)(l) discussion with municipal officers and employees respecting municipal objectives, measures, and progress reports for the purposes of preparing an annual report under Section 98.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer

HARRISON HOT SPRINGS

Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Administration Department no later than 4:30 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. All requests must be accompanied with background information which will be included in the agenda package. You can submit your request in person, by mail at PO Box 160 Harrison Hot Springs, BC V0M 1K0, fax at 604-796-2192 or e-mail at jbhatti@harrisonhotsprings.ca.

The Corporate Administration Department will advise you when you are scheduled to appear before Council. Council meetings commence at 7:00 p.m. in the Village Council Chambers at 495 Hot Springs Road, Harrison Hot Springs, BC.

You are limited to a maximum of 10 minutes to present your material, regardless of the number of presenters in your delegation.

Date: January 28 2015 Requested Meeting Date: March 2, 2015
Organization Name (if applicable): BC Assessment
Name of Presenter: Trevor Brown - Senior Appraiser
Name of Applicant if Other than Above: n/a
Contact Phone Number & E-Mail: 18668258322 #15284 Trevor.brown@bcassessment.ca
Mailing Address with Postal Code: #240 31935 S Fraser Way Abbotsford BC V2T 5N7
Audio/Visual requirements: Projector and screen - for Powerpoint
Topic: Assessment and Classification of property in BC as a tax base for Municipal funding.

Action you wish Council to take: Information session.

RECEIVED



We value... our partners
Vibrant Communities
Relationships | Trust | Expertise



BC Assessment

www.bcassessment.ca



We Value BC

2015 Property Assessment Overview

Trevor Brown

March 2, 2015



What We Do - Valuation

Assessments = Market Value

- July 1st - Valuation date
- October 31st - Physical condition and Actual Use

Market Value is defined as:

The most probable price which a property should bring in a competitive market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus.



What We Do - Valuation



98% Acceptance

Roll Defence

Appeal Levels:

- PARP - Revised Roll
- PAAB - Risk to Roll
- Supplementary Roll

Point of Law – may go up to the Supreme Court of Canada

What we do – Classification & Exemptions

Prescribed Classes of Property



Class 1 Residential

Class 2 Utilities

Class 3 Supportive Housing

Class 4 Major Industrial

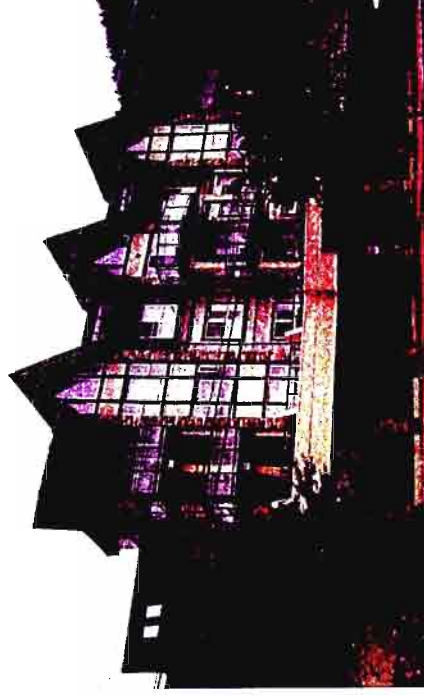
Class 5 Light Industrial

Class 6 Business and Other

Class 7 Managed Forest Land

Class 8 Recreational/Non-Profit

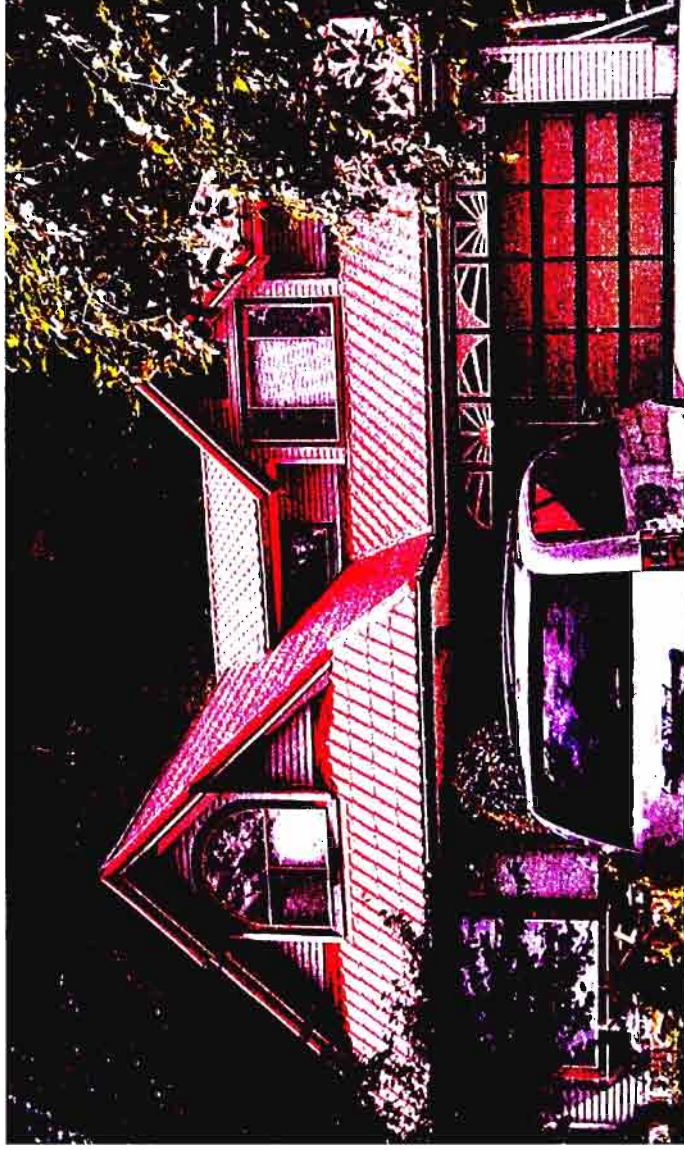
Class 9 Farm



Year over year changes in Assessed values

- Residential (single family) 0% to +3%
- Residential (strata) -1% to +3%
- Commercial <5% change
- Development land – no change - limited market activity.
- Commercial strata properties saw some changes due to reassessment for the 2015 Roll – 0% to 15% change

2015 – Residential example



2 storey home of 1850 sqft, built 1992 on a 10,367 sqft lot.
Assessed 1 July 2014 @ \$325,000 (land \$132,000, Building \$193,000)
Sold 28 July 2014 @\$320,000 (ASR 1.015%)

2015 – Commercial example



Motel property 14 units with 1900 sqft of retail space, lot size 10,980 sqft
Assessed July 1, 2014 @\$763,900
Sold Nov 1, 2013 @\$750,000 (ASR 1.018%)

Relationship between Assessment and Taxation

HARRISON HOT SPRINGS



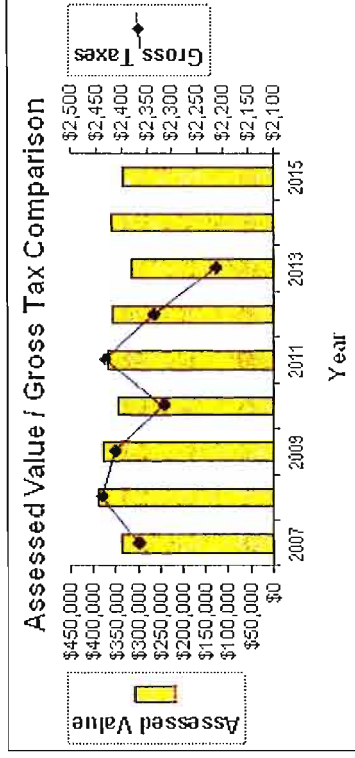
Lot Size: 0.172 Ac
House Built: 2000
House Size: 1741 sq. ft. on crawl space
Bathrooms: 2 full

Sales Data:

Jun-14-2013 \$358,000
Jul-27-2000 \$165,000

The chart and graph below show the relationship of changes in assessments compared to the resulting tax changes.

Year	Assessed Value	Change	Gross Taxes	Change
2007	\$335,000		\$2,366	
2008	\$389,000	16.1%	\$2,440	3.1%
2009	\$377,000	-3.1%	\$2,413	-1.1%
2010	\$344,000	-8.8%	\$2,317	-4.0%
2011	\$368,000	7.0%	\$2,434	5.0%
2012	\$354,000	-3.8%	\$2,336	-4.0%
2013	\$315,000	-11.0%	\$2,216	-5.1%
2014	\$358,000	13.7%		
2015	\$334,000	-6.7%	?	



Roll value change 2014 to 2015

BC Assessment

www.bccassessment.ca

Area: 15 - Fraser Valley
Jurisdiction: 527 - Harrison Hot Springs

Comparison by Property Class

2015 Completed Roll run on 05/Dec/2014
2014 Revised Roll run on 20/Mar/2014

Property Class	ACTUAL VALUES		
	2014 Revised	2015 Completed	Change Amount Change %
01 Residential	305,855,372	309,617,170	3,761,798 1.23%
02 Utilities	2,698,600	2,823,600	125,000 4.63%
06 Business And Other	63,701,803	64,232,703	500,900 0.79%
08 Rec/Non Profit	9,198,100	15,559,700	6,361,600 69.16%
S.353LGA/398VC			
TOTALS	381,453,875	392,203,173	10,749,298 2.82%

BC Assessment

www.bccassessment.ca

Comparison by Property Class

2015 Completed Roll run on 05/Dec/2014
2014 Revised Roll run on 20/Mar/2014

Property Class	ACTUAL VALUES		
	2014 Revised	2015 Completed	Change Amount Change %
01 Residential	863,441,717,065	912,653,565,545	49,211,848,480 5.70%
02 Utilities	24,805,049,381	25,576,138,472	771,089,091 3.11%
03 Supportive Housing	457	473	16 3.50%
04 Major Industry	7,316,696,023	7,715,981,231	399,285,208 5.46%
05 Light Industry	16,957,655,020	17,725,276,695	767,621,675 4.53%
06 Business And Other	189,939,809,762	202,956,764,908	13,016,955,146 6.85%
07 Managed Forest Land	873,861,849	989,530,264	115,668,415 13.24%
08 Rec/Non Profit	35,343,422,003	37,270,896,716	1,927,474,713 5.45%
09 Farm	1,272,941,331	1,263,934,473	-9,006,858 -0.71%
S.353LGA/398VC			
TOTALS	1,139,951,152,891	1,206,152,088,777	66,200,935,886 5.81%

We Value BC

Resources

Your Local Assessment Office

Assessment Link

www.bcassessment.ca

- Fact Sheets
- E value BC (enhanced for 2015)
- On-line Appeal Form
- Contact Information
- Specific Section for Local Government

Questions?

BC Assessment

www.bcassessment.ca



We Value BC

Debra Key

From: Reception
Sent: Friday, February 13, 2015 12:17 PM
To: Debra Key
Subject: FW: Nominations sought for UFV's Betty Urquhart Community Service Award
Attachments: Betty Urquhart Guidelines-2015.pdf; Betty_Urquhart_Nomination_Form_2015.pdf

HARRISON HOT SPRINGS

Naturally Refreshment

Lana Taylor
 Clerk/Receptionist

Municipal Office: P.O. Box 160, 495 Hot Springs Road
 Harrison Hot Springs, BC V0M 1K0
 E info@harrisonhotsprings.ca
 P 604 796 2171 F 604 796 2192
www.harrisonhotsprings.ca

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From: Lori Ann Waites [<mailto:Loriann.Waites@ufv.ca>]
Sent: February-13-15 12:10 PM
To: Lori Ann Waites
Subject: Nominations sought for UFV's Betty Urquhart Community Service Award

Hello,

Nominations are now being sought for the UFV Betty Urquhart Community Service Award.


Has a person or a group in your community done something that deserves special recognition? This award is presented to a group or individual who have/has made an extraordinary contribution to a community within the UFV region.

The guidelines for the award, along with a nomination form are attached. Please note that nominations are due by March 13, 2015, and may be submitted as follows:

By Mail:
 Office of the Board of Governors
 University of the Fraser Valley
 33844 King Road
 Abbotsford, BC V2S 7M8

By Fax: 604-853-7341
 By Email: loriann.waites@ufv.ca

For further information, please see <http://www.ufv.ca/board/betty-urquhart-award/> or feel free to contact me by telephone at 604-702-2614 or by email loriann.waites@ufv.ca.


Thank you,

Lori Ann Waites

Executive Assistant to the Board of Governors

University of the Fraser Valley

Mailing Address: 33844 King Rd, Abbotsford, BC Canada, V2S 7M8

Office Location: Room A3405, 45190 Caen Avenue, Chilliwack, BC

direct tel: 604-702-2614

toll-free: 1-888-504-7441 local 2614

email: loriann.waites@ufv.ca

www.ufv.ca

BETTY URQUHART COMMUNITY SERVICE AWARD

The University of the Fraser Valley will present a Community Service Award annually at an appropriate university event to a group or individual who has made an extraordinary contribution to a community or communities in the university region. In 1995 the Board of Governors agreed that the title of the award would incorporate the name of Betty Urquhart, one of UFV's early employees and someone who spent much of her professional career forging links between the institution and its community, especially in Chilliwack.

GUIDELINES

1. The award is given for a specific project or series of projects.
2. Nominations may be made to the Board of Governors by any individual or group in the university region. Nominations should include a statement of the reasons for the nomination.
3. The award will take the form of a certificate publicly presented at an appropriate university event.
4. Names of award recipients and the reasons for the award will be displayed on campus and on the UFV website.
5. Normally, one but no more than two such awards will be presented in any year.
6. Award-winning projects must meet the following criteria:
 - a. The project must have had a significant impact on the community or communities.
 - b. The recipient(s) of the award must have played a major role in the planning and implementation of the project.
 - c. The project must demonstrate UFV's commitment to enhancing the quality of life of its communities.
 - d. The project must have been undertaken at least partially as a volunteer endeavour, and not as part of anyone's salaried or contractual obligations.
 - e. The project must have taken place at least partially during the immediately preceding twelve-month period.

BETTY URQUHART COMMUNITY SERVICE AWARD NOMINATION FORM

Name of project (event, activity, organization) to be nominated:

Name(s) of person(s) to be recognized with this project:

Description of the project nominated:

Reasons for this nomination (attach additional sheet if necessary):

I, the undersigned, nominate the above-mentioned project and person(s) associated with it for the annual University of the Fraser Valley Betty Urquhart Community Service Award.

Nominator: _____ Date: _____

Telephone: _____

Email: _____

Please forward completed nomination form to:

The Office of the Board of Governors
The University of the Fraser Valley, Abbotsford Campus
33844 King Road, Abbotsford, BC V2S 7M8
604-702-2614 (Direct) 604-853-7341 (Fax) loriann.waites@ufv.ca (Email)



100 Newport Drive, P.O. Box 36, Port Moody, B.C., V3H 0P1, Canada
Tel 604.469.4500 Fax 604.469.4550
www.portmoody.ca

February 23, 2015

File No. 01-0230-40

Dear Mayor and Council:

Re: Declaration of the Right to a Healthy Environment

At the Regular Council meeting of February 10, 2015, Port Moody City Council passed the following resolution:

"WHEREAS municipalities and regional districts are the governments nearest to people and the natural environment, and therefore share a deep concern for the welfare of the natural environment and understand that a healthy environment is inextricably linked to the health of individuals, families, future generations and communities;

AND WHEREAS fostering the environmental well-being of the community is a municipal purpose under section 7(d) of the *Community Charter* and a regional district purpose under section 2(d) of the *Local Government Act*;

The Council of the City of Port Moody declares that:

1. every resident has the right to live in a healthy environment, including the right to:
 - a. breathe clean air,
 - b. drink clean water,
 - c. consume safe food,
 - d. access nature,
 - e. know about pollutants and contaminants released into the local environment, and
 - f. participate in decision making that will affect the environment;
2. The City of Port Moody has the authority, within its jurisdiction, to respect, protect, fulfill and promote these rights;
3. The City of Port Moody will consider the precautionary principle when making decisions: where threats of serious or irreversible damage to human health or the environment exist, the City of Port Moody will consider cost effective measures to prevent the degradation of the environment and protect the health of its citizens, and the absence of full scientific certainty will not be viewed as sufficient reason for the City of Port Moody to postpone such measures;

FILE #	DATE
01-0230-40	Feb 23/15
<input type="checkbox"/> CAO	<input type="checkbox"/> CO
<input checked="" type="checkbox"/> DCAD	<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	March 2/15
	INITIAL JB
(ITEMS: A-REQ, ACTION: B - INFO - WRESP; C - INFO ONLY)	

4. The City of Port Moody will apply full cost accounting when evaluating reasonably foreseeable costs of proposed actions and alternatives, the City of Port Moody will consider costs to human health and the environment;
5. By 2016, the City of Port Moody will specify objectives, targets, timelines and actions the City of Port Moody will consider, within its jurisdiction, to address the residents' right to a healthy environment under section 1, including priority actions to:
 - a. Ensure infrastructure and development projects of the City of Port Moody and private sector respect the objective of protecting the environment, including air quality;
 - b. address climate change by reducing greenhouse gas emissions and implementing adaptation measures;
 - c. prioritize walking, cycling and public transit as preferred modes of transportation;
 - d. prioritize infrastructure and protected water sources for the provision of safe and accessible drinking water;
 - e. reduce solid waste and promote recycling, re-use and composting;
 - f. establish and maintain accessible green spaces in all residential neighbourhoods, and protect and conserve nature in public open spaces;
6. The City of Port Moody will review the objectives, targets, timelines and actions of its healthy environment policy every five (5) years, and measure progress toward fulfilling this Declaration; and
7. The City of Port Moody will consult with residents as part of this process.

AND THAT this declaration be forwarded to the Lower Mainland Local Government Association, the Union of BC Municipalities, the Federation of Canadian Municipalities and member local governments, requesting favourable consideration by local councils and by delegates at the 2015 annual general meetings of these associations.”

The City of Port Moody has forwarded this resolution to the Lower Mainland Local Government Association (LMLGA), the Union of British Columbian Municipalities (UBCM), and the Federation of Canadian Municipalities (FCM) for discussion at their 2015 Conference/Convention. We respectfully request that your Council favourably support this initiative when it comes forth for discussion. Should you have any questions, please feel free to contact the undersigned at 604-469-4505.

Yours truly,

Kelly Ridley
Manager of Legislative Support



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: February 20, 2015

FROM: Debra Key FILE: 3900-01
Deputy Chief Administrative Officer/CO

SUBJECT: Business Licences – Real Estate

ISSUE:

Business Licencing and Regulation Bylaw – Real Estate

BACKGROUND:

At a Regular Council Meeting on February 16, 2015 an amendment to the Sign Bylaw was presented to Council for introduction and readings.

Council discussed several issues in the bylaw and made suggestions for amendments as well as the concern of real estate signage being erected throughout the Village by realtors from outside the municipality. Staff was also directed to review the Business Licencing and Regulation Bylaw to determine whether Real Estate professionals are required to obtain a Business Licence.

Business Licencing and Regulation Bylaw No. 945 states:

“3.(b) Every person who owns or operates any business within the Village shall apply for, obtain, and hold a Licence for each business”.

Under the *Real Estate Services Act*, SBC 2004, it states:

“Municipal Licences

124 *Despite any other Act, a municipality must not impose on a licensee any licence fee or tax for carrying on the licensee's real estate business unless the licensee occupies or uses premises in the municipality for carrying on the licensee's real estate business.*

Accordingly, any real estate licensee that does not occupy or use premises in the municipality, cannot be subject to imposition of a business licence fee. To date, only one realtor operates and uses premises in the Village to conduct business and retains a valid Business Licence.

It may be beneficial to consider amendments to the Business Licencing and Regulation Bylaw by including a definition under Interpretations as "Real Estate Licencee" and clearly identify the licence requirements and add an exemption under 21 as follows:

Interpretations

"*real estate licensee*" means a person who is a licensee under the *Real Estate Services Act* and who occupies or uses premises in the Village for the carrying on of the person's business".

Exemptions

- (c) Pursuant to the *Real Estate Services Act* a municipality may not impose on a licensee under this Act for any licence fee for carrying on their business unless the licensee occupies or uses premises in the municipality for carrying on their business.

RECOMMENDATION:

THAT Council direct staff to proceed with amendments to Business Licencing and Regulation Bylaw No. 945 to address Real Estate Licencees.

Respectfully submitted for your consideration:


 Debra Key
 Deputy Chief Administrative Officer/CO

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

 Ian Crane
 Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 19, 2015

FROM: Debra Key **FILE:** 3900-01
Deputy Chief Administrative Officer/CO

SUBJECT: Sign Bylaw Amendments

ISSUE:

Amendments to Sign Bylaw No. 987, 2011

BACKGROUND:

At a Regular Council Meeting on February 16, 2015 an amendment to the Sign Bylaw was presented to Council for introduction and readings.

Council discussed several issues in the bylaw and made suggestions for amendments. The issues discussed were:

- Amendment to the placement of the allowable amount of sandwich boards by removing reference to "street level" as some businesses were located above street level
- Increasing the distance of the sandwich board from the business entrance to 5 metres from 3 metres and whether or not the distance should be measured from the "entrance" of the business
- Introduction of a fee for sandwich boards
- Reduce restrictions on size limit, placement, site plan, location, etc

Staff has amended the Sign Amendment Bylaw to reflect recommended changes as directed by Council.

Applicants will be required to complete a Sign Permit application but will only be required to provide general information for a sandwich board and pay the required fee. Provisions in the bylaw regulate the amount of sandwich boards to one (1), restrict size and stipulate location placement.

Staff was also directed to research the issue of Real Estate signs and determine why real estate signs are not regulated in the Sign Bylaw. The current Sign Bylaw exempts Real Estate signs and does not require a permit for such but does provide for a restriction on size.

“6. EXEMPTIONS”

6.1 The following signs are exempt from this bylaw.

A sign advertising the lease or sale of the property upon which the sign is located, provided the sign shall not exceed 1.5 square metre copy area for residential properties and 4 square metres copy area for commercial properties”.

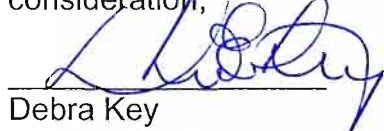
Staff researched ten municipalities of various populations to determine whether or not Sign Bylaws regulated real estate signage. All Sign Bylaws of these municipalities allowed for the exemptions of real estate signage under requirement for permits and fees, however, eight (8) of these bylaws required provisions for regulated size, placement and time restrictions. Most of these bylaws were in larger communities. Language in some bylaws was specific to permitting the real estate signage, providing such signs are removed after the land or business is sold, leased or rented.

Accordingly, staff has attached the Village of Harrison Hot Springs “Sign Amendment Bylaw No. 1064, 2015” to address sandwich boards and is presented for Council’s consideration and is seeking Council’s direction on the issue of real estate signage.

RECOMMENDATION:

THAT “Sign Amendment Bylaw No. 1064, 2015” be given introduction and three readings.

Respectfully submitted for your consideration;



Debra Key
Deputy Chief Administrative Officer/CO

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Ian Crane
Chief Administrative Officer

A bylaw to amend "Sign Bylaw No. 987, 2011"

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

1. This Bylaw may be cited for all purposes as Village of Harrison Hot Springs "Sign Amendment Bylaw No. 1064, 2015".
2. Sign Bylaw No. 987, 2011 is amended by deleting "Sandwich Board" under Section 2 INTERPRETATIONS, and replacing it with the following Definition:

"2. INTERPRETATIONS

"Sandwich Board" means a one or two face non-illuminated portable sign with a maximum size of 60 cm x 120 cm on each side."

3. Said Bylaw is hereby further amended by deleting Section 9.3(a) through to (f) under Sandwich Board Signs in its entirety and replacing it with the following:

"9.3 Sandwich Board Signs

Sandwich board signs will be permitted subject to the following conditions:

- a) one (1) sandwich board per business per storefront;
- b) a sandwich board is to be directly located against the building or no further than 5 metres from the business premises;
- c) size of the sandwich board is limited to 60 cm x 120 cm in area;
- d) no sign is to be placed on boulevards, middle of the sidewalk or at the curb of a street and must not be a nuisance or impediment to pedestrian traffic or a safety hazard;
- e) the sign shall not be located in parking areas or parking stalls;

- f) the sign must only display information on products and services available from the business or hours of business;
- g) the sign must be kept in clean and good repair and in a presentable condition at all times, as determined by the Bylaw Enforcement Officer;
- h) the Village at its sole discretion may have the signs removed if the owner fails to do so on notice by the Village."

4. Said Bylaw is further amended by deleting "Schedule A" in its entirety and replacing it with "Schedule A" attached hereto and forming part of this bylaw.

READ A FIRST TIME THIS DAY OF , 2015
 READ A SECOND THIS DAY OF , 2015
 READ A THIRD TIME THIS DAY OF , 2015
 ADOPTED THIS DAY OF , 2015

 Leo Facio
 Mayor

 Debra Key
 Corporate Officer

BYLAW NO. 1064
SIGN SCHEDULE "A"

Fee Schedule

- | | |
|---|---------|
| 1. All signs except elections and temporary signs | \$50.00 |
| 2. Sandwich boards | \$25.00 |

