



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, May 4, 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		
(a) THAT the Minutes of the Special Council Meeting held on April 16, 2015 be adopted.		Item 4(a) Page 1
(b) THAT the Minutes of the Regular Council Meeting held on April 20, 2015 be adopted.		Item 4(b) Page 5
(c) THAT the Minutes of the Special Council Meeting held on April 29, 2015 be adopted.		Item 4(c) Page 11
5. BUSINESS ARISING FROM THE MINUTES		
6. CONSENT AGENDA		
i. Bylaws	(a) Financial Plan Bylaw No. 1070, 2015	Item 6i.(a) Page 15
	(b) Tax Rate Bylaw No. 1071, 2015	Item 6.i(b) Page 21
ii. Agreements		
iii. Committee/ Commission Minutes		
iv. Correspondence	(a) Letter dated April 17, 2015 from Fraser Heath regarding their commitment to providing additional surgeries and MRIs.	Item 6.iv(a) Page 25
	(b) Email dated April 24, 2015 from BC Forest Safety Council regarding Logging Truck Safety.	Item 6.iv(b) Page 27
	(c) Letter dated April 27, 2015 from Fraser Health regarding a Leadership Announcement for Chilliwack, Hope and Agassiz Health Services and Chilliwack General and Fraser Canyon hospitals.	Item 6.iv(c) Page 37

7. DELEGATIONS	
(a) Introduction to Air Quality in the Fraser Valley – Rebecca Abernethy, Fraser Valley Regional District	Item 7(a) Page 39
8. CORRESPONDENCE	
9. BUSINESS ARISING FROM CORRESPONDENCE	
10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS	
11. REPORTS FROM MAYOR	
12. REPORTS FROM STAFF	
<p>(a) Report of Manager of Director of Finance – April 22, 2015 Re: Statement of Financial Information</p> <p><u>Recommendation:</u></p> <p>THAT Council approves the 2014 Statement of Financial Information.</p>	Item 12(a) Page 57
<p>(b) Report of Deputy Chief Administrative Officer/Corporate Officer – April 23, 2015 Re: Special Occasion Licence Application – Harrison Festival of the Arts</p> <p><u>Recommendation:</u></p> <p>THAT Council approve the endorsement of the Harrison Festival of the Arts Special Occasion Licence Applications for the period May 2, 2015 to July 19, 2015.</p>	Item 12(b) Page 89
<p>(c) Report of Manager of Development and Community Services – April 23, 2015 Re: New Liquor Control Regulations – Whole-Site Licensing & Risk Evaluations</p> <p><u>Recommendation:</u></p> <p>THAT the Business Licencing and Regulation Bylaw No. 945, 2010 be amended to restrict the selling of alcohol by vendors on publically owned lands and restricted on private property to an enclosed area.</p>	Item 12(c) Page 91
13. BYLAWS	
14. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)	
15. ADJOURNMENT	

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

DATE: April 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
 Director of Finance, Dale Courtice

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 Piper
Seconded by Councillor Buckley

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**

4.

DELEGATIONS

None

5.

REPORTS FROM STAFF

Report of Director of Finance
Re: 2015 Budget

The Director of Finance gave a power point presentation on the 2015 – 2024 Financial Plan.

*Village of Harrison Hot Springs
Minutes of the Special Council Meeting
April 16, 2015*

6.

BYLAWS

None

7.

QUESTIONS FROM THE PUBLIC

Q: Was the 2 million dollar assessment increase in class 8 a new addition to the assessment class or did something change from a different assessment class and move into class 8?

A: Director of Finance can get accurate information from his records.

Q: Is the 10 year financial plan cross referenced against the OCP and if so is that available for public to see?

A: Director of Finance does not cross reference against the OCP. The OCP is available for the public to see.

Q: Is there an interest payments section where any principal against the debt is paid in?

A: Yes.

Q: What is the amount of debt that the Village is carrying?

A: \$600,000 for the reservoir, \$600,000 for the pump station, 2 capital leases, and a backhoe lease.

Q: Has the District of Kent been approached in regards to sharing the cost of the \$600,000 for the pump station, since most of the water does not originate in Harrison?

A: We have not pursued that.

Q: Is there a breakdown of what is considered Recreation and Culture?

A: Director of Finance listed the components that make up Recreation and Culture.

Q: Did the Village issue any grant money this year, for example to Tourism Harrison or the Arts Centre, if so how much?

A: Approximately \$30,000 from general tax was given to Tourism Harrison.

Q: Are RMI funds being used to offset some of the costs of the projects listed?

A: Yes, the Block 2 project.

Q: Is the upgrade on intersections at Lillooet and Hot Springs road funded by the Province or Village?

A: The Province.

Q: In regards to parking – does any of the money that hotels collect for pay parking get passed on to the Village?

A: No.

Q: Why is the budget not presented with prior year comparisons?

A: Prior years will be shown on the financial statements.

*Village of Harrison Hot Springs
Minutes of the Special Council Meeting
April 16, 2015*

8.

ADJOURNMENT

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the meeting be adjourned at 7:41p.m.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer

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

DATE: April 20, 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
 Manager of Development and Community Services, Lisa Grant
 Director of Finance, Dale Courtice

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 Reyerse
Seconded by Councillor Piper

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Reyerse
Seconded by Councillor Hansen

THAT the Minutes of the Committee of the Whole Meeting held on April 2, 2015 be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 20, 2015*

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the Minutes of the Regular Council Meeting held on April 7, 2015 be adopted.

**CARRIED
UNANIMOUSLY**

Moved by Councillor Reyerse
Seconded by Councillor Hansen

THAT the Minutes of the Special Council Meeting held on April 14, 2015 be adopted.

**CARRIED
UNANIMOUSLY**

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

i. Bylaws Tree Management and Preservation Repeal Bylaw No. 1069, 2015.

ii. Agreements

iii.
Committee/
Commission
Minutes

iv.
Correspondence

Moved by Councillor Reyerse
Seconded by Councillor Hansen

THAT Bylaw No. 1069, 2015 be adopted.

**MOTION DEFEATED
COUNCILLORS BUCKLEY, HANSEN AND PIPER OPPOSED**

7. DELEGATIONS

Water Master Plan – Matt Cameron, CTQ

Matt Cameron gave a PowerPoint presentation on the Water Master Plan.

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8. **CORRESPONDENCE**

None

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

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

- Councillor Reyerse attended the Chamber of Commerce World Host Workshop. Destination BC presented on how to market and advertise to the foreign market place.

11. **REPORTS FROM MAYOR LEO FACIO**

- Congratulated Harvey Paul on being re-elected as Chief of the Sts'ailes First Nations.
- Congratulated Dale Courtice, Director of Finance on 10 years of service.
- Reported on the planning of Canada Day events. The theme this year will be 50 years of the Canadian flag.
- Attended the grand opening celebration of Cascade Falls Bridge on April 18th.
- Attended the Annual Veterans dinner at Royal Canadian Legion on April 9th in Agassiz.
- Attended the memorial service for Anthony Yasinski.
- Greeted students at Agassiz Elementary-Secondary School as part of the Help Project.
- Reminded seniors of the upcoming round-table discussions on how to stay healthy in your senior years on April 28th.
- Reported that the Annual General Meeting for Prospera Credit Union will be held on Wednesday May 13, 2015 in Abbotsford.
- Reported that Lower Mainland Transmission Line Project will be stringing lines across Hot Springs Road for a few weeks.

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April 20, 2015*

- Informed everyone about National Advance Care Planning Day on April 16, 2015.
- Reported that Rebecca Abernethy from the Fraser Valley Regional District will be attending an upcoming Council meeting to present on Air Quality in the Fraser Valley.

12. REPORTS FROM STAFF

- (a) **Report of Manager of Development and Community Services – April 13, 2015**
Re: Age-Friendly Action Plan

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the Village of Harrison Hot Springs Age-Friendly Action Plan be adopted.

AND THAT an implementation strategy for the Village of Harrison Hot Springs Age-Friendly plan be developed and brought forward for Council's consideration at a later date

**CARRIED
UNANIMOUSLY**

- (b) **Report of Chief Administrative Officer – April 14, 2015**
Re: Committees and Advisory Planning Commission update

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT Donna Cooney, Freddy Marks, Terry Mitchell, Frank Peters and Brian Williams be appointed as members of the Advisory Planning Commission.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 20, 2015*

- (c) **Report of Director of Finance – April 14, 2015**
Re: 2014 Audited Financial Statements

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT the 2014 Consolidated Financial Statements of the Village of Harrison Hot Springs be adopted; and

THAT the Independent Auditor's Report be received; and

THAT the Independent Auditor's Report be attached to the approved Consolidated Financial Statements of the Village of Harrison Hot Springs.

**CARRIED
UNANIMOUSLY**

13. BYLAWS

- (a) **Financial Plan Bylaw No. 1070, 2015**

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT Financial Plan Bylaw No. 1070, 2015 be given first, second and third reading.

**CARRIED
UNANIMOUSLY**

- (b) **Tax Rate Bylaw No. 1071, 2015**

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT Tax Rate Bylaw No. 1071, 2015 be given first, second and third reading.

**CARRIED
UNANIMOUSLY**

14. QUESTIONS FROM THE PUBLIC

Q: Regarding Tax Rate Bylaw No. 1071 – why is the tax rate for property class 8, recreation/non-profit, higher than other classes?

A: Current class multiples were previously decided by Council and have continued this year.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 20, 2015*

15.

ADJOURNMENT

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT the meeting be adjourned at 7:57 p.m.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer

DRAFT

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL MEETING OF COUNCIL

4(c)

DATE: April 29, 2015
TIME: 10:00 a.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 (attendance by teleconference)

Chief Administrative Officer, Ian Crane
Deputy Chief Administrative Officer/CO, Debra Key
Director of Finance, Dale Courtice
Manager of Development and Community Services, Lisa Grant
Operations Manager, Ian Gardner

ABSENT:

Recording Secretary: Jaclyn Bhatti

1.

CALL TO ORDER

Mayor Facio called the meeting to order at 10:00 a.m.

2.

INTRODUCTION OF LATE ITEMS

Attendance of Councillor Piper by telephone.

Moved by Councillor Buckley
Seconded by Councillor Reyerse

THAT Councillor Piper be permitted to attend the meeting via telephone.

**CARRIED
UNANIMOUSLY**

3.

APPROVAL OF AGENDA

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT the agenda be approved as amended

**CARRIED
UNANIMOUSLY**

4.

DELEGATIONS

None

5.

REPORTS FROM STAFF

Parking Options

Discussion ensued with respect to the implementation of parking restrictions on certain streets near the waterfront with options such as a maximum of 2 or 4 hours as well as overnight restrictions. Fines for violations of time restrictions were discussed.

Concerns were raised that if time restrictions were imposed, vehicles would start parking on side/residential streets.

Discussion ensued with respect to alternative areas of free parking such as the vacant land adjacent to the Village Office

General discussion ensued on the impacts of bylaw enforcement if time restrictions were imposed.

Moved by Councillor Reverse
Seconded by Councillor Buckley

THAT parking options be referred to staff to bring forward a report to Council.

**CARRIED
UNANIMOUSLY**

Pay parking

If time restrictions are implemented, Council suggested that further review commence after the summer season to determine the effects.

A suggestion to have questionnaires/survey's for public feedback was discussed.

6.

BYLAWS

None

7.

QUESTIONS FROM THE PUBLIC

Q: Will the amount you collect in fines cover the cost of signage and extra enforcement?

A: It is hard to gauge that until we try it.

Q: In regards to pay parking – would it be more advisable to have the whole Village as a controlled parking zone with each area a different zone?

A: Being a tourist resort, the concentration is on 2 main streets closest to the waterfront.

Village of Harrison Hot Springs
Minutes of the Special Council Meeting
April 29, 2015

Q: If there were time restrictions on Esplanade would there be leniency or exemptions with handicap spots?

A: It would be something we could look at.

Q: Before any surveys are carried out will you allow public input?

A: Yes, input will be obtained from residents and businesses.

7.

ADJOURNMENT

That the meeting be adjourned at 11:20 a.m.

**CARRIED
UNANIMOUSLY**

8.

OPEN MEETING RECONVENED TO CLOSE MEETING

MOTION FOR CONSIDERATION

Moved by Councillor Buckley

Seconded by Councillor Hansen

THAT the meeting be closed to the public at 11:20 a.m. except for Council and senior staff in accordance to Section 90 (1) of the *Community Charter* to consider matters pursuant to:

Section 90(1) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1070**

A Bylaw of the Village of Harrison Hot Springs to establish the Financial Plan for the years 2015 - 2024.

WHEREAS the Community Charter requires the municipality to adopt a financial plan annually;

AND WHEREAS public consultation regarding the financial plan was provided by way of an open meeting;

NOW THEREFORE the Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2015-2024.
2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2015 – 2024.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1070, 2015"
4. Bylaw No. 1053, 2014 – 2023 Financial Plan is hereby repealed.

READ A FIRST TIME THIS 20th DAY OF APRIL, 2015.

READ A SECOND TIME THIS 20th DAY OF APRIL, 2015.

READ A THIRD TIME THIS 20th DAY OF APRIL, 2015.

ADOPTED THIS DAY OF , 2015.

Mayor

Corporate Officer

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Revenues										
Property Taxes - Residential	\$ 1,097,000	\$ 1,119,000	\$ 1,141,000	\$ 1,164,000	\$ 1,187,000	\$ 1,211,000	\$ 1,235,000	\$ 1,260,000	\$ 1,285,000	\$ 1,311,000
Property Taxes - Business	675,000	689,000	703,000	717,000	731,000	746,000	761,000	776,000	792,000	808,000
Property Taxes - Rec / Non Profit	113,000	115,000	117,000	119,000	121,000	123,000	125,000	128,000	131,000	134,000
Penalties and Interest	23,700	22,800	22,800	23,000	23,800	22,000	22,000	21,000	22,000	22,000
Revenue Taxes	31,900	31,700	31,700	31,800	32,500	32,500	32,500	32,500	32,500	32,500
Payments in Lieu of Taxes	4,000	4,100	4,100	4,200	4,300	4,500	4,500	4,500	4,700	4,700
Sale of Services	5,500	5,600	5,600	5,600	5,600	5,600	5,500	5,500	5,500	5,500
Revenues from Own Sources	1,304,100	1,281,600	1,281,100	1,280,100	1,279,300	1,281,600	1,268,100	1,277,100	1,279,100	1,280,700
Other Revenues	52,600	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100
DCC Revenues	385,000	288,900	248,500	765,000	810,000	542,000	1,450,000	451,000	-	-
Transfers from Other Governments	1,626,500	1,198,400	623,400	323,400	323,400	323,400	323,400	323,400	323,400	323,400
Total Revenues	\$ 5,318,300	\$ 4,757,200	\$ 4,179,300	\$ 4,434,200	\$ 4,519,000	\$ 4,292,700	\$ 5,228,100	\$ 4,280,100	\$ 3,876,300	\$ 3,922,900
Expenditures										
General Government	\$ 1,068,850	\$ 1,064,350	\$ 1,106,650	\$ 1,141,450	\$ 1,133,950	\$ 1,149,550	\$ 1,166,050	\$ 1,207,950	\$ 1,203,950	\$ 1,220,950
Community Services	148,900	143,700	134,100	134,000	129,000	130,000	130,100	135,100	130,000	130,200
Protective Services	201,550	181,000	178,300	178,400	176,400	174,800	175,700	177,700	171,700	170,150
Public Works	199,350	190,150	192,900	193,350	192,450	192,550	190,750	191,550	183,750	181,800
Transportation Services	144,250	130,600	127,300	123,100	120,300	118,800	117,700	121,200	119,200	121,200
Flood Protection	11,850	7,000	7,000	7,000	9,000	9,500	9,000	9,000	11,500	9,000
Environmental and Public Health	185,600	155,700	155,700	157,700	157,700	157,700	157,700	157,700	157,700	157,700
Recreation and Culture	383,350	320,600	311,300	310,700	309,200	303,800	305,100	293,400	302,500	254,900
Wastewater Utility	539,500	472,000	471,000	453,000	459,000	456,000	446,000	451,000	467,000	458,000
Water Utility	227,000	218,400	209,500	207,000	205,000	206,000	204,000	208,000	205,000	206,000
Debt - Interest	22,600	16,000	13,950	13,100	8,000	5,000	7,000	9,000	9,000	-
Amortization of tangible capital assets	794,000	794,000	794,000	794,000	794,000	794,000	794,000	794,000	794,000	794,000
Total Expenditures	\$ 3,926,800	\$ 3,713,500	\$ 3,701,700	\$ 3,712,800	\$ 3,694,000	\$ 3,697,700	\$ 3,703,100	\$ 3,755,600	\$ 3,755,300	\$ 3,703,900
Surplus (Deficit)	\$ 1,391,500	\$ 1,043,700	\$ 477,600	\$ 721,400	\$ 825,000	\$ 595,000	\$ 1,525,000	\$ 524,500	\$ 121,000	\$ 219,000
Capital, Debt , Reserve Transfers and Borrowing										
Capital Expenditures	\$ (3,084,500)	\$ (1,478,000)	\$ (636,000)	\$ (831,000)	\$ (1,193,000)	\$ (585,000)	\$ (1,722,000)	\$ (586,500)	\$ (25,000)	\$ (330,000)
Repayment of debt	(79,600)	(55,700)	(74,600)	(60,400)	(141,000)	(100,000)	(100,000)	(92,000)	-	-
Proceeds of debt	600,000	-	-	-	-	-	-	-	-	-
Replacement reserves	(293,000)	(404,000)	(561,000)	(624,000)	(585,000)	(704,000)	(497,000)	(640,000)	(890,000)	(683,000)
Reserves used for capital financing	520,000	100,000	-	-	300,000	-	-	-	-	-
Appropriation from surplus	131,600	-	-	-	-	-	-	-	-	-
Equity in tangible capital assets	794,000	794,000	794,000	794,000	794,000	794,000	794,000	794,000	794,000	794,000
	\$ (1,391,500)	\$ (1,043,700)	\$ (477,600)	\$ (721,400)	\$ (825,000)	\$ (595,000)	\$ (1,525,000)	\$ (524,500)	\$ (121,000)	\$ (219,000)
Surplus (Deficit) plus Capital, Debt Reserve Transfers and Borrowing	\$ (0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

BYLAW NO. 1070, 2015
SCHEDULE B
2015 FINANCIAL PLAN OBJECTIVES AND POLICIES

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Harrison Hot Springs is required to include in the Ten Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2015. Property taxes usually form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenues for services that are difficult or undesirable to fund on a user pay basis. These include services such as:

- general government and administration;
- public works;
- roads and street maintenance;
- fire protection and bylaw enforcement;
- street lighting;
- recreation and culture; and
- beaches and parks maintenance.

During 2015 the Village will continue with the Miami River Dike Pump Station project with an expected completion date in early 2016. This 1.72 million dollar project is aided by funding from the Building Canada Fund – Communities and Flood Protection Program and by borrowing \$600,000 from the Municipal Finance Authority of BC. Design work will be completed in 2015 for the revitalization of Block 2, Esplanade, to be 100% funded from Resort Municipality Initiative funds and Gas Tax revenues.

Government grants include both unconditional and conditional grants that are to be used for specified projects.

User fees and charges typically form the second largest proportion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services—these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

Table 1: 2015 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	35.5%	\$1,885,000
Service utility fees	7.4%	\$394,000
Government grants	30.6%	\$1,626,500
User fees and charges	12.9%	\$688,000
DCCs	7.2%	\$385,000
Other sources	6.4%	\$339,800

Objectives

- For 2015 the Village is comfortable with the current mix of funding sources;
- To develop further funding sources to gain more revenue; and
- Endeavour to develop funding sources that will be sustainable over the short and long term.

Policies

- Over time, decrease the Village's reliance on property taxes and focus on increasing revenue received from user fees and charges;
- Pursue cost recovery for water, sewer and other municipal services through appropriate user fees;
- Ensure that user fees and charges are reviewed on a regular basis ensuring that services remain affordable and competitive;
- Attempt to keep proportionate share of revenue from property taxes at a level similar to the average of comparable municipalities;
- Mitigate the impact on property taxes by applying for government grants;
- Endeavour to acquire resources whose primary responsibility is to seek out, apply for, and manage provincial and federal government grants.

Distribution of Property Taxes

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class provides the largest proportion of the assessment base and consumes the majority of Village services.

Table 2: 2015 Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	58.2%	\$1,097,250
Business (6)	35.8%	\$680,500
Recreation/Non-profit (8)	6.0%	\$72,250

Objectives

- Village Council recognizes that residential tax payers are the predominant users of municipal services and therefore should bear a larger portion of the tax burden. Therefore review the ratio to see if changes are required; and
- Ensure that the Village is competitive with other similar sized municipalities in British Columbia.

Policies

- Set property tax rates that are based on principals of equity and responsiveness to current economic trends;
- Regularly review and compare the Village's distribution of tax burden relative to other similar municipalities in British Columbia; and
- Ensure that property taxes are in line with goals and policies in the Official Community Plan and Regional Growth Strategy;

Permissive Tax Exemptions

The Village should consider how to support or encourage growth in the community through the use of permissive tax exemptions. For example;

- Is the financial loss of a permissive tax exemption to the social benefit?
- Is there evidence of long-term benefit from a revitalization tax exemption?
- Who will benefit directly or indirectly from permissive tax exemptions?
- Review all relevant considerations, factors and other advice in relation to permissive tax exemptions from the Ministry of Community Development.

Objective

To actively pursue answers to the above and make appropriate recommendations as to whether a permissive tax exemption policy needs to be developed.

Policy

The Village does not have an existing policy which guides the administration and approval of permissive tax exemptions.



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1071**

A Bylaw to establish tax rates for 2015

The Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

1. The following rates are hereby imposed and levied for the year 2015.
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Schedule I attached hereto and forming a part of this bylaw.
 - (b) For Regional Hospital District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "A" of Schedule II attached hereto and forming a part of this bylaw.
 - (c) For Regional District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of Schedule II attached hereto and forming a part of this bylaw.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rate Bylaw No. 1071, 2015."
4. Bylaw No. 1054, 2014 Tax Rate Bylaw is hereby repealed.

READ A FIRST TIME THIS 20th DAY OF APRIL, 2015.

READ A SECOND TIME THIS 20th DAY OF APRIL, 2015.

READ A THIRD TIME THIS 20th DAY OF APRIL, 2015.

ADOPTED THIS DAY OF , 2015.

Mayor

Corporate Officer

BYLAW NO. 1071, 2015**SCHEDULE I****GENERAL MUNICIPAL PURPOSES**

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)
	GENERAL MUNICIPAL
1. Residential	3.55360
2. Utilities	12.43760
3. Supportive Housing	3.55360
4. Major Industry	12.08224
5. Light Industry	12.08224
6. Business/Other	12.47360
7. Managed Forest Land	10.66080
8. Recreation/Non Profit	16.87960
9. Farm	3.55360

BYLAW NO. 1071, 2015

SCHEDULE II

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)		
	A REGIONAL HOSPITAL	B REGIONAL DISTRICT	TOTAL
1. Residential	.22367	.25766	.48133
2. Utilities	.78285	.90181	1.68466
3. Supportive Housing	.22367	.25766	.48133
4. Major Industry	.76048	.87604	1.63652
5. Light Industry	.76048	.87604	1.63652
6. Business/Other	.54799	.63127	1.17926
7. Managed Forest Land	.67101	.77298	1.44399
8. Recreation/Non Profit	.22367	.25766	.48133
9. Farm	.22367	.25766	.48133


fraserhealth

 Better health.
 Best in health care.

April 17, 2015

His Worship Leo Facio
 Mayor, Village of Harrison Hot Springs
 PO Box 160
 Harrison Hot Springs V0M 1K0

Dear Mr. Mayor,

Following an email you received on January 27, in which we shared Fraser Health's commitment to provide an additional 650 surgeries and 1,500 MRIs by the end of March, using existing resources, I'm pleased to let you know that we surpassed those numbers.

We were able to perform over 800 additional surgeries across the region. Cataract procedures made up the majority of these cases but others include knee surgery and breast surgeries related to cancer or spinal injury. These were in addition to the 20,700 surgeries we normally perform during this same period. We were also able to perform over 3,400 additional medical imaging scans, well above the 1,500 extra MRIs we aimed to complete.

This is great news for our patients, and is the result of the focused efforts of our staff, being efficient with our services and an outstanding commitment to quality and patient care. As we continue to concentrate on keeping people at the centre of our decision-making, these results are proof that with focus, we truly can improve the experience people have when they come to us for care.

Should you have any further questions, please don't hesitate to contact me.

Best regards,

Michael Marchbank
 President and CEO
 Fraser Health

Fraser Health Authority
 Office of the President and CEO

Suite 400, Central City Tower
 13450 102nd Avenue
 Surrey, BC
 V3T 0H1 Canada

Tel (604) 587 - 4625
 Fax (604) 587 - 4666
www.fraserhealth.ca

Debra Key

From: Reception
Sent: Friday, April 24, 2015 11:51 AM
To: Debra Key
Subject: FW: Logging Truck Safety - Trucking Advisory Group (TAG)
Attachments: ref_LoggingTrucksInBritishColumbia.pdf



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: BC Forest Safety Council [mailto:bcforestsaf@imambo.com]
Sent: April-24-15 10:50 AM
To: Reception
Subject: Logging Truck Safety - Trucking Advisory Group (TAG)

Having trouble viewing this email? [Click here](#)

Logging Truck Safety - Trucking Advisory Group (TAG)

Dear Mayor or Councillor,

Forestry is one of BC's key economic drivers. It is also our province's most important sustainable, renewable resource. In turn, safety is critical to ensure workers work and return home safely every day and to ensure the safety of communities where forestry activities take place.

A recent industry initiative was the creation of the Trucking Advisory Group (TAG), representing key members of industry, working together to specifically identify and address issues relating to logging truck safety.

As your community has been identified as one that has significant economic reliance on forestry and sees logging trucks on a frequent basis, we are pleased to attach a background document for your interest and review that provides some background information on the role of logging trucks in BC's forestry sector, related safety statistics, and the current issues the TAG is focused on addressing.

The document also closes with an invitation to your community to learn more about TAG as well as contact information so that TAG may answer any questions you might have after reviewing the document which is both attached and available at: http://www.bcforestsafe.org/files/ref_LoggingTrucksInBritishColumbia.pdf

Thank you for your time and interest. Our forest industry is committed to delivering every load of logs safely and cost effectively, not just because it is the right thing to do, but because it's good for workers, our businesses, our communities and our province.

Dustin Meierhofer, RPF
on behalf of TAG

TAG@bcforestsafe.org

BC Forest Safety Council
420 Albert Street
Nanaimo BC, V9R 2V7
1-877-741-1060
www.bcforestsafe.org



BC Forest Safety
Unsafe is Unacceptable



Powered



This message sent by: BC Forest Safety Council

420 Albert Street Nanaimo BC V9R 2V7 Canada



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Logging Trucks in British Columbia

SAFETY BACKGROUNDER & STATISTICS

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Compiled by the BC Forest Safety Council on behalf of the Trucking Advisory Group.

HISTORY

Logging trucks have been on our Public BC Provincial and Private Resource Roads for many years, evolving with each technological advancement to be safer, more effective and efficient.



Photo credit: The Terrace and Region Archives

ROLE OF LOGGING TRUCKS IN FORESTRY

Logging trucks play a critical transportation role in moving logs from remote off road locations, to sawmills and other plants across the province. Without logging trucks the forest industry would grind to a halt, putting thousands of people out of work and costing our Province many millions of dollars in lost revenue and negative cascading economic effects.

58,000 people work in forestry in BC, with an average wage per employee (2012) of \$68,575. The approximately 2,800 log haulers are an integral part of making the forestry cycle work, moving wood to mills and markets.

HOW LOGGING TRUCK INDUSTRY WORKS

The BC forestry industry is made up of many small, mid-size and large companies. More than 85% of forestry companies in the Province are small operations employing five or less people or are owner-operators.

The same is true of logging truck operations. Some of the major companies own their own logging trucks, but the majority are much smaller contractors who contract their services to the major licensees. Many log truck drivers are owner-operators with one, two or more trucks, with their partner providing administration and other support – real mom and pop, back-bone of BC's economy small business people.

Some log truck drivers are second and third generation. Their rigs represent a major financial investment, given that the average price of a new truck and trailer costs between \$200,000 to \$250,000; annual maintenance and service costs can run between \$30,000 to \$40,000 (less on newer trucks); and insurance costs can run \$10,000 a year depending on age of truck, driver experience, history, routes travelled and loads carried, etc.

All log truck drivers are committed and focused to getting each and every load to its destination safely, because unsafe is not only unacceptable, a major safety incident often results in a major financial impact cost for the driver, his family and his company.

LOGGING LOADS BY THE NUMBERS

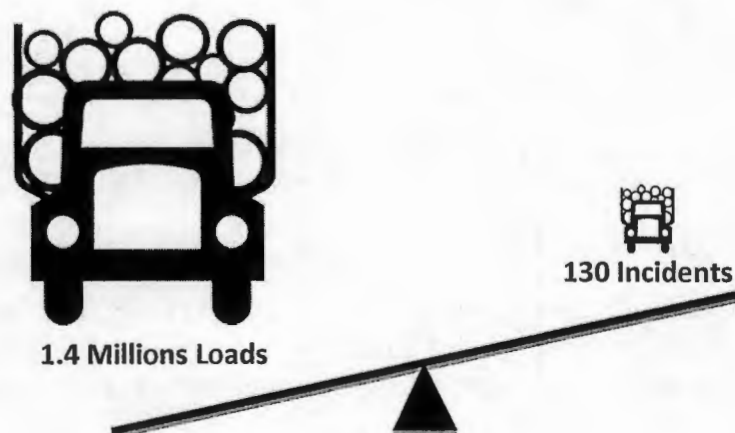
In 2014, the number of loads carried = approx. 1.4 million

In 2014, number of estimated logging trucks on and off public highways = 2,800

In 2014, that means about 500 loads carried on average by each logging truck

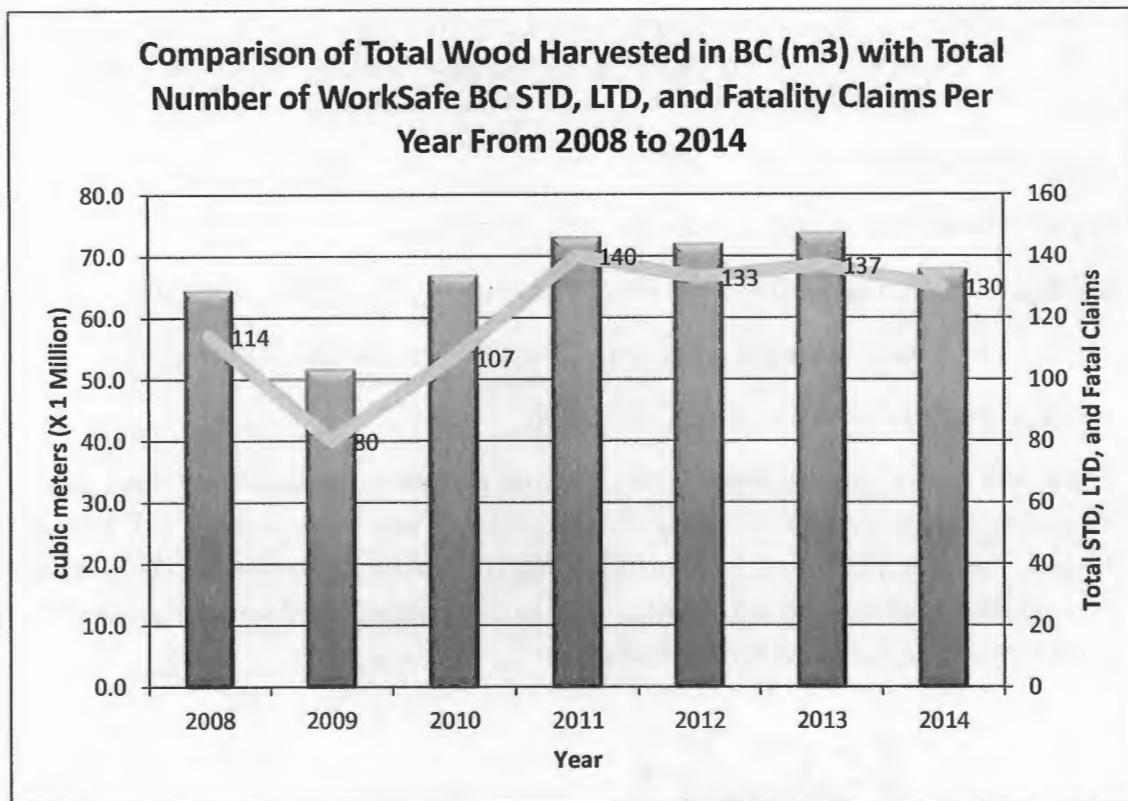
Amount of wood carried = approx. 68 million m³

The number of incidents reported both on and off highways that resulted in short term disability and long term disability claims to WorkSafeBC was approximately 130 in 2014. For the first time in many years there were no direct fatalities related to log hauling. This means that of the approximately 1.4 million loads of timber hauled in 2014, 99.99% were hauled without a short term disability or long term disability.



Infographic shows the small percentage of log trucks that are actually involved in an incident.

*STD, LTD and fatality WSBC Log Hauling CU data 2014



Rate of short term disability, long term disability and fatality claims per cubic meter of wood harvested for log haulers (WorkSafeBC Classification Unit No.: 732044)

TRUCKING ADVISORY GROUP (TAG)

TAG was formed in 2014 following a highly unusual number of unrelated logging truck incidents (five) over a couple of weeks in the fall of 2013. One such incident resulted in the death of a motorcyclist on a public highway near Whistler. An inquest into that death is scheduled to happen in 2015.

Industry was very concerned about the incidents and felt that it needed to take increased action to firstly understand what had caused these individual incidents and examine whether there was a need to better address any determined emerging issue.

TAG MEMBERS

TAG's 16 members include licensees, contractor associations, a log hauling contractor, a representative from the Log Truck Technical Advisory Committee, and a BC Forest Safety Council representative:

Kerry Douglas, West Fraser
Nick Arkle, Gorman Bros.

TAG BACKGROUNDER & STATISTICS
BC LOGGING TRUCKS

Page | 4

Mike Falkiner, BC Timber Sales
David Elstone, Truck Loggers Association
Larry Price, Interfor
Wayne Lintott, Interior Logging Association
Barry Gladders, Tolko Industries
Jerry Moonen, Tolko Industries
Ken Pederson, Canfor
Peter Baird, Canfor
Shawn Clerke, Gorman Bros.
Scott Marleau, West Fraser
Jason Stafford, BC Timber Sales
Marty Hiemstra, LoBar Log Transport
Vern Woods, LTTAC representative
Dustin Meierhofer, BCFSC

“Industry knows: safety is not only the right thing to do, it’s also good business. Profitability & reputation depend on every load being delivered safely.”

PURPOSE OF TAG

To determine the type, frequency and factors relating to log truck safety incidents and take appropriate actions to improve safety performance by reducing injuries and fatalities.

CURRENT FOCUS OF TAG

Safety data collection and analysis
Log Truck Overweights
Education/training of log haulers, loader operators and supervisors
Mechanisms to improve driver behaviors and safety performance
Improving communications within and outside of industry

REGULATIONS THAT GOVERN LOGGING TRUCKS AND DRIVERS

Log truck driving – or log hauling – is highly regulated. It falls under the jurisdictions of the following authorities:

CVSE – Commercial Vehicle Safety and Enforcement (Ministry of Transportation); Responsible for several key program areas promoting compliance of safety regulations for commercial transportation.

Through administration of the National Safety Code, Vehicle Inspections and Standards, Commercial Transport, Compliance and Enforcement as well as ITS Initiative (Technology) CVSE mandate is improve road safety, protect the highway infrastructure and promote economic growth.

CVSE’s authority and mandate does not include resource or industrial roadways.

RCMP – Responsible for compliance and enforcement of Motor Vehicle Act, the Commercial Vehicle Act, and other legislation and laws, including Criminal Code Offenses. NOTE: Impaired Driving and Dangerous Driving Causing Death (Criminal Negligence) are Criminal Code offenses. The RCMP usually won't attend an incident on a resource road unless there are Criminal Code offenses involved or suspected (drugs & alcohol, weapons, etc.)

WorkSafeBC (WSBC) – Responsible for compliance and enforcement of Workers Compensation Act and OHS regulations. Sections relevant to driving include Part 26, and the parts around mobile equipment, and worker supervision.

Insurance Corporation of BC (ICBC) – Responsible for licensing, insuring and registering commercial drivers and vehicles.

Ministry of Forests, Lands and Natural Resource Operations (FLNRO) – Natural Resource Officers (previously known as Compliance and Enforcement); responsible for monitoring and enforcement on BC's resource roads – speed, radio use, timber marking, vehicle/load weight, general road safety etc.

Ministry of Environment – Has regulations and requirements relating to spills, spill response, etc.

Transport Canada (under the Motor Vehicles Act) – Also has a hand in regulating truckers, including safe design regulations.

Additional compliance – Employers and Licensees have extensive safe work procedures that are practiced and enforced.

LOG TRUCK DRIVERS' DAILY REQUIREMENTS & ROUTINE

Start of day: Driver must do a **pre-trip inspection**.

He/she must walk around the truck, check brakes, stakes, bunks, lights, etc.; must note small things and report these to his/her supervisor; big things need to be fixed right away before the hauling day begins. Driver must sign off on log book that it has been done.

Log Book hours begin as soon as the pre-trip starts, and the key is turned. In addition to on-duty time, log haulers track their off-duty time in their log books so drivers can demonstrate they have not exceeded hours of service, and they have had an adequate rest period.

Wrappers, bunks and stakes must be visually checked before loading on the block. Weights must be checked using on-board scales as the truck is loaded or once it has been loaded.

Once loaded, the load needs to be wrapped. While many truckers are still throwing wrappers by hand (potentially causing shoulder injuries) an emerging practice is for the loader to drop

the wrappers on top of the load, secure the load and then let the driver grab them from below and cinch them up when it is safe to do so.

Once wrapped, the truck usually moves off the landing or roadside loading area, to the place where the stamp hammer is kept; the load is timber marked, and again, the driver checks wrappers, brakes, lights, etc.

From there, the next check is before leaving the resource road and entering the highway. This requirement is mandatory under regulation, section 10 of NSC Cargo securement, which states that the driver of a vehicle transporting logs, before the vehicle enters a highway from a private road, shall:

- (a) inspect the vehicle, the logs and the securing devices to ensure compliance with this Standard, and
- (b) make necessary adjustments to the securing devices, including adding more securing devices.

This is the basic legal requirement. But, depending on a variety of criteria, truckers need to check and tighten their wrappers more frequently than this – they have to maintain load securement for the duration of the trip, no matter how many stops that entails.

After 3 hours or 240 km (whichever comes first), the truck is required to pull off the road, and check wrappers again. It must also stop at all mandatory brake checks.

Once they get to the mill yard, and unload, trailers need to be loaded and secured on the truck.

After the work day is done, a **post trip inspection** is performed in order to determine if any maintenance or repairs are required prior to the following shift.

Got questions for the Transportation Advisory Group?

Or, would you like a presentation about logging truck safety, initiatives, economic impact to your municipality or community of forestry operations?

Please contact TAG at:

Transportation
BC Forest Safety Council
1-877-741-1060
or email TAG@bcforestsafe.org

1. The first part of the report is a general introduction to the subject of the study.

2. The second part of the report is a detailed description of the methods used in the study.

3. The third part of the report is a discussion of the results of the study.

4. The fourth part of the report is a conclusion and a list of references.

5. The fifth part of the report is a list of appendices.

6. The sixth part of the report is a list of figures and tables.

7. The seventh part of the report is a list of footnotes.

8. The eighth part of the report is a list of abbreviations.

9. The ninth part of the report is a list of symbols.

10. The tenth part of the report is a list of definitions.

11. The eleventh part of the report is a list of acknowledgments.

12. The twelfth part of the report is a list of references.

13. The thirteenth part of the report is a list of appendices.

14. The fourteenth part of the report is a list of figures and tables.

15. The fifteenth part of the report is a list of footnotes.

16. The sixteenth part of the report is a list of abbreviations.

17. The seventeenth part of the report is a list of symbols.

18. The eighteenth part of the report is a list of definitions.



fraserhealth

April 27, 2015

Via E-Mail: lfacio@harrisonhotsprings.ca

Mayor Leo Facio
PO Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Mayor Facio:

Subject: Leadership Announcement for Chilliwack, Hope and Agassiz Health Services, and Chilliwack General and Fraser Canyon hospitals

I would like to take this opportunity to formally introduce you to our new Executive Director, Chilliwack, Hope and Agassiz Health Services, and Chilliwack General and Fraser Canyon hospitals, **Petra Pardy**, effective March 13, 2015.

Petra is an inspired health care leader known for her supportive leadership style and collaborative and respectful partnerships, most recently as Executive Director for Primary Health Care and Chronic Disease Management.

As the newly appointed Executive Director, Petra will work to ensure the vision and priorities for Chilliwack, Hope and Agassiz Health Services, and Chilliwack General and Fraser Canyon hospitals continue to align with Fraser Health's strategic and operational plan. Her leadership over both the hospital sites and the communities will best ensure a seamless integration of services. Her aim will be to continue the exceptional work that has occurred, and create a healthy community with a well-connected team working together to deliver the highest quality health care services.

As Vice President, Community Hospitals & Programs, with responsibility for Chilliwack, Hope and Agassiz Health Services, and Chilliwack General and Fraser Canyon hospitals, I will strengthen collaborations and provide strategic oversight to the various programs and services available.

I am excited about this appointment and look forward to continuing to advance the priorities for these communities and hospitals, including strengthening our partnerships with local community providers, stakeholders, and elected officials and Petra and I would welcome a meeting with you and any members of your team. If you would like to arrange a meeting, please contact Tami Bye, Executive Assistant, at 604 587-4411 or tami.bye@fraserhealth.ca to schedule.

Sincerely,

Dr. Shallen Letwin
Vice President, Community Hospitals & Programs

cc: Petra Pardy, Executive Director, Chilliwack, Hope and Agassiz Health Services, and Chilliwack General Hospital and Fraser Canyon Hospital

Fraser Health Authority
Corporate Office

400 – 13450 – 102nd Ave
Surrey, BC
V3T 0H1 Canada

Tel (604) 587-4411
Fax (604) 587-4666
www.fraserhealth.ca



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 ksobie@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: April 14, 2015 Requested Meeting Date: May 4 or 19, 2015
 Organization Name (if applicable): Fraser Valley Regional District
 Name of Presenter: Rebecca Abernethy
 Name of Applicant if Other than Above: same
 Contact Phone Number & E-Mail: 604-702-5057; rabernethy@fvr.d.bc.ca
 Mailing Address with Postal Code: 45950 Cheam Ave, Chilliwack, V2P 1N6
 Audio/Visual requirements: Screen + computer for powerpoint presentation
 Topic: Introduction to Air Quality in the Fraser Valley Regional District
 Action you wish Council to take: receive the presentation for information

Introduction to Air Quality in the Region



Rebecca Abernethy, MSc
Environmental Services Coordinator



Outline

- Our airshed
- Air quality overview
 - Air pollutants
 - Monitoring
 - Emissions inventories
- FVRD programs & committees
- Challenges
- Next steps



Lower Fraser Valley (LFV) Airshed

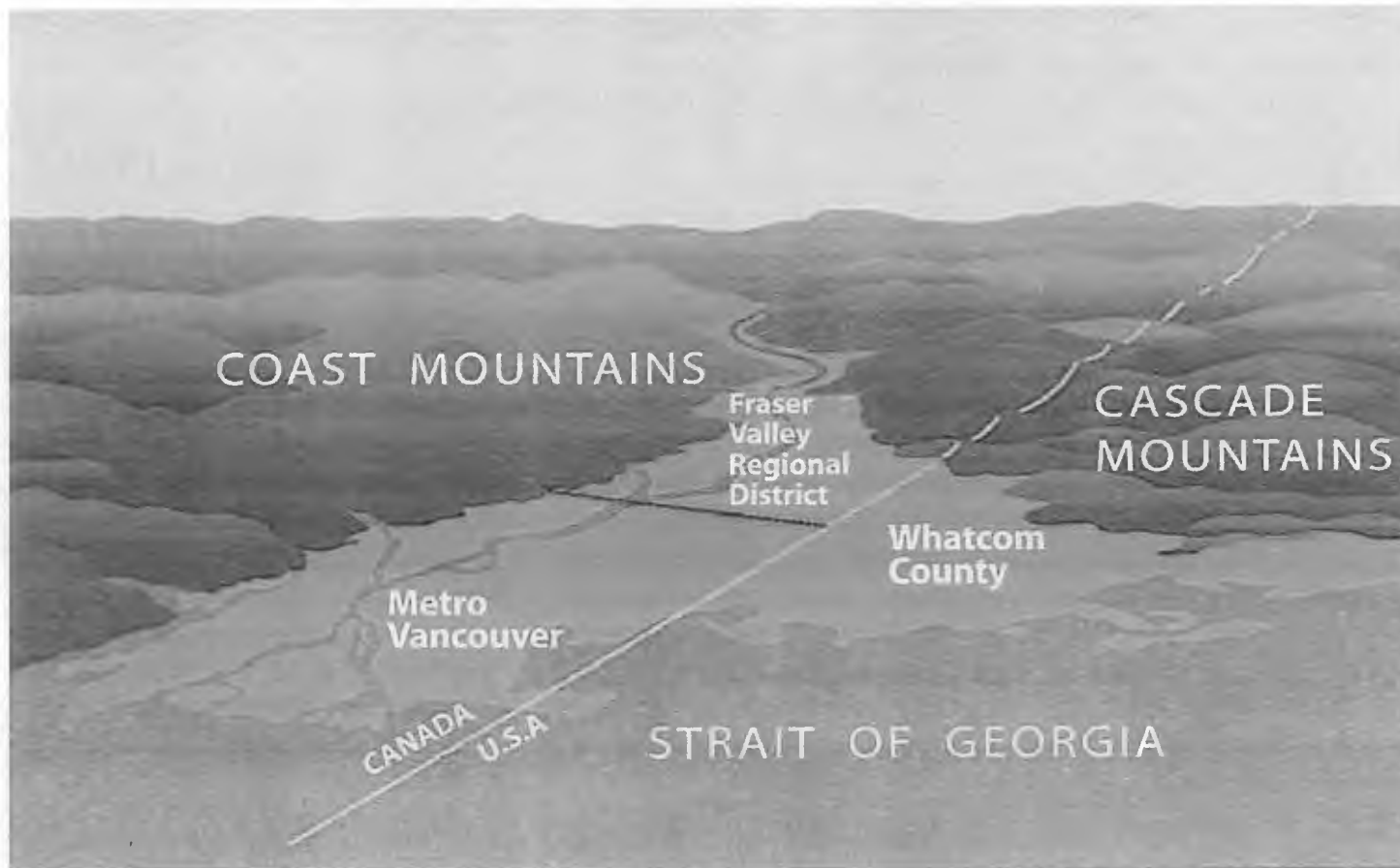


Image source: 2005 LFV Emissions Inventory

Fraser Valley Regional District



Air Quality – Pollutants

- Criteria contaminants – commonly measured
 - Carbon monoxide
 - Ammonia
 - Nitrogen oxides
 - Sulphur oxides
 - Particulate matter
 - **Ozone**

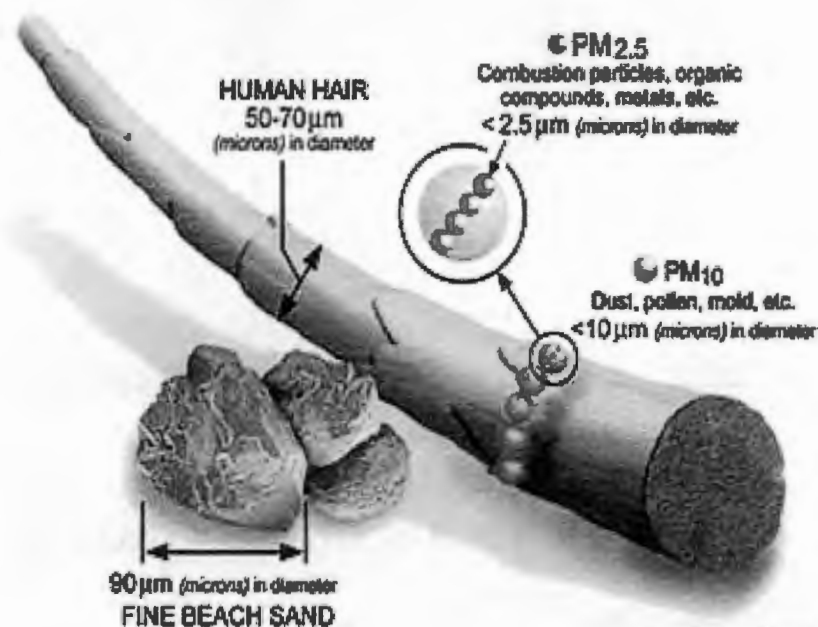
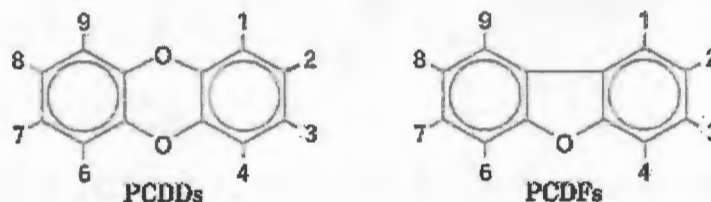


Image courtesy of the U.S. EPA



Air Quality – Pollutants

- Some toxic air pollutants monitored at 'super sites'
 - Metals
 - Volatile, semi-volatile organic compounds
- Many not routinely measured



Dioxins and furans



Air Quality – Monitoring

- 28 stations in LFV network; 6 in FVRD

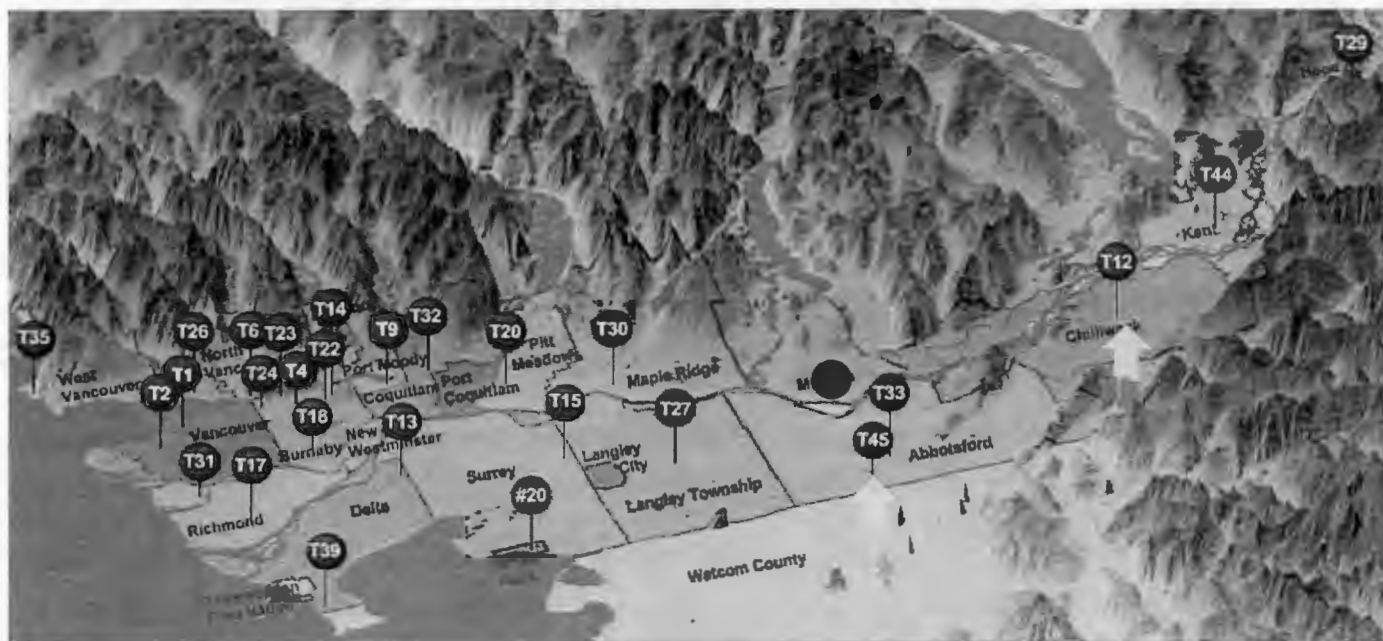


Image source: 2013 LFV Air Quality Monitoring Report

Fraser Valley Regional District



Air Quality – Objectives & Advisories

- Air quality objectives set by Federal, Provincial Governments
 - Metro Vancouver has own set of objectives
- Air quality advisories
- FVRD plans to conduct review of objectives in 2015



Trends Over Time

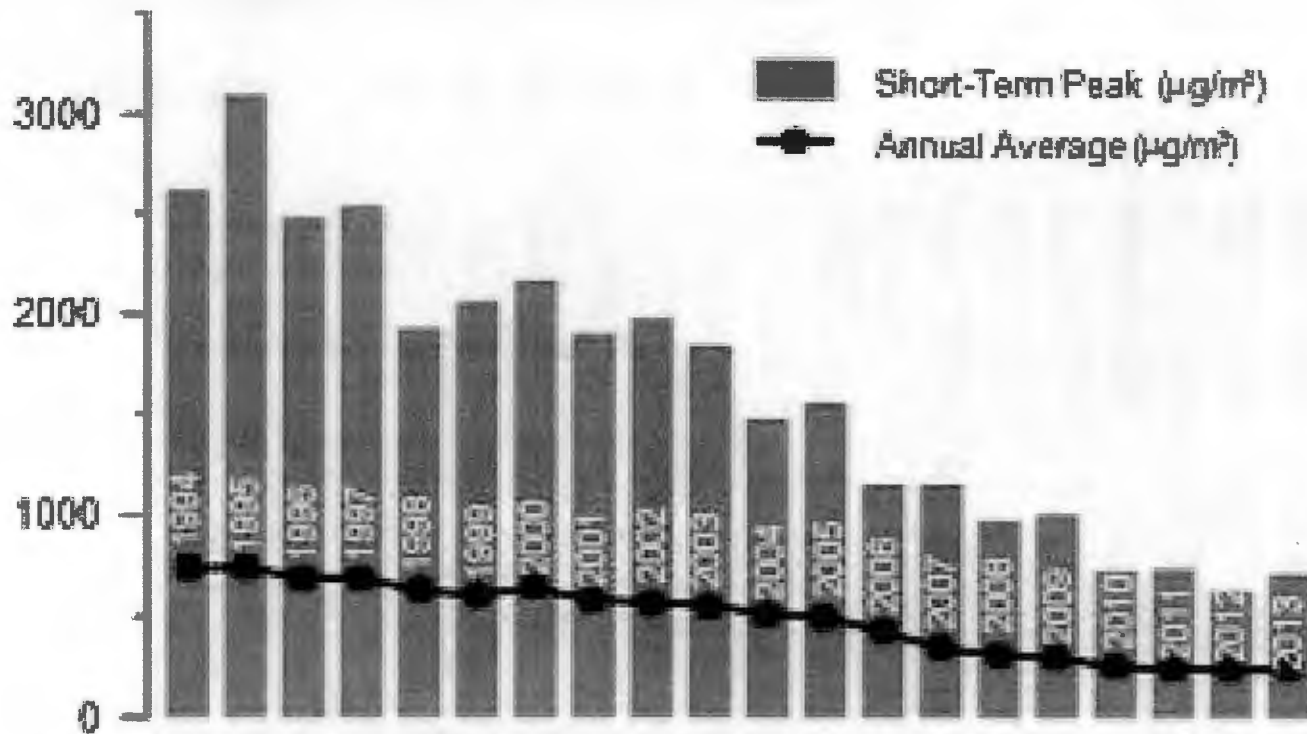


Figure S3: Carbon Monoxide Trend

Image source: 2013 LFV Air Quality Monitoring Report



Trends Over Time

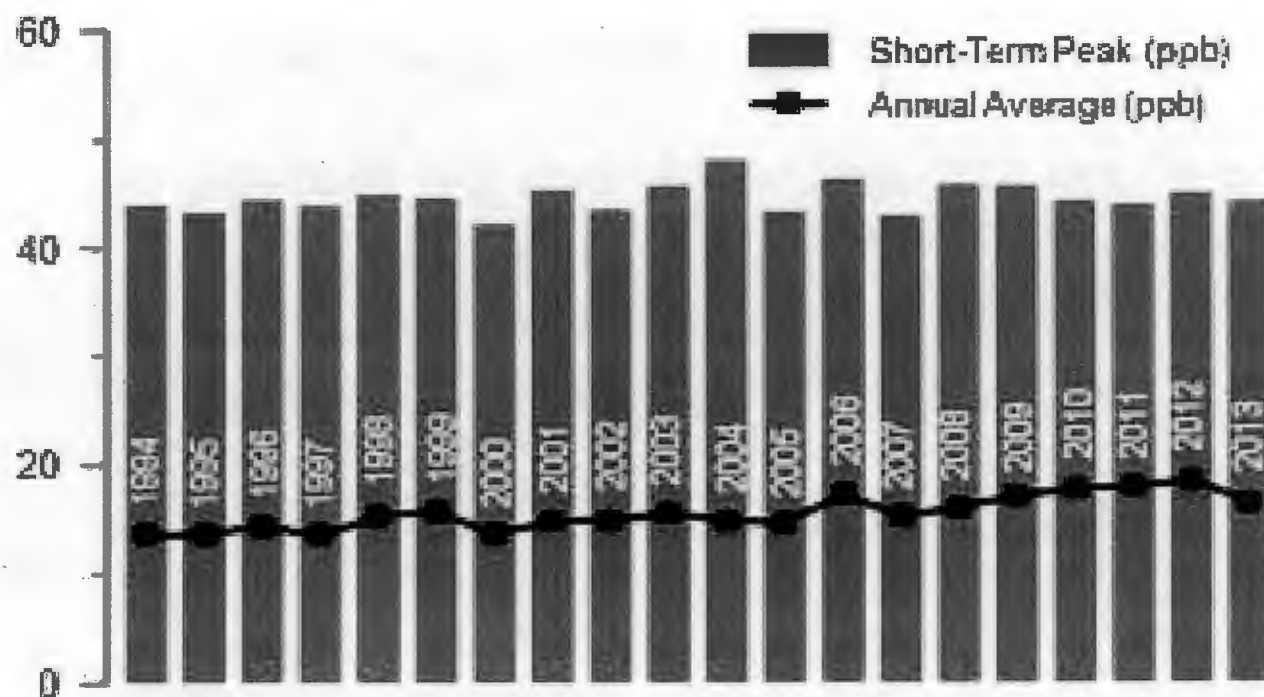


Figure S6: Ozone Trends

Image source: 2013 LFV Air Quality Monitoring Report



Emissions Inventory & Forecast

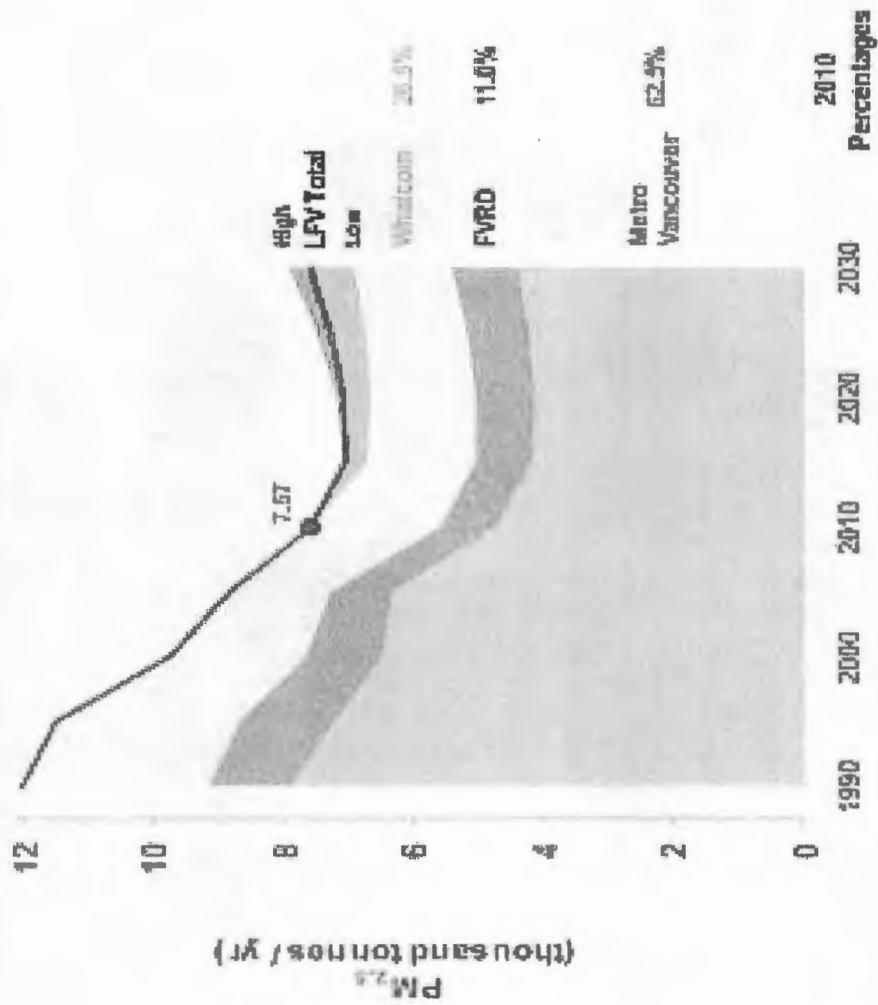
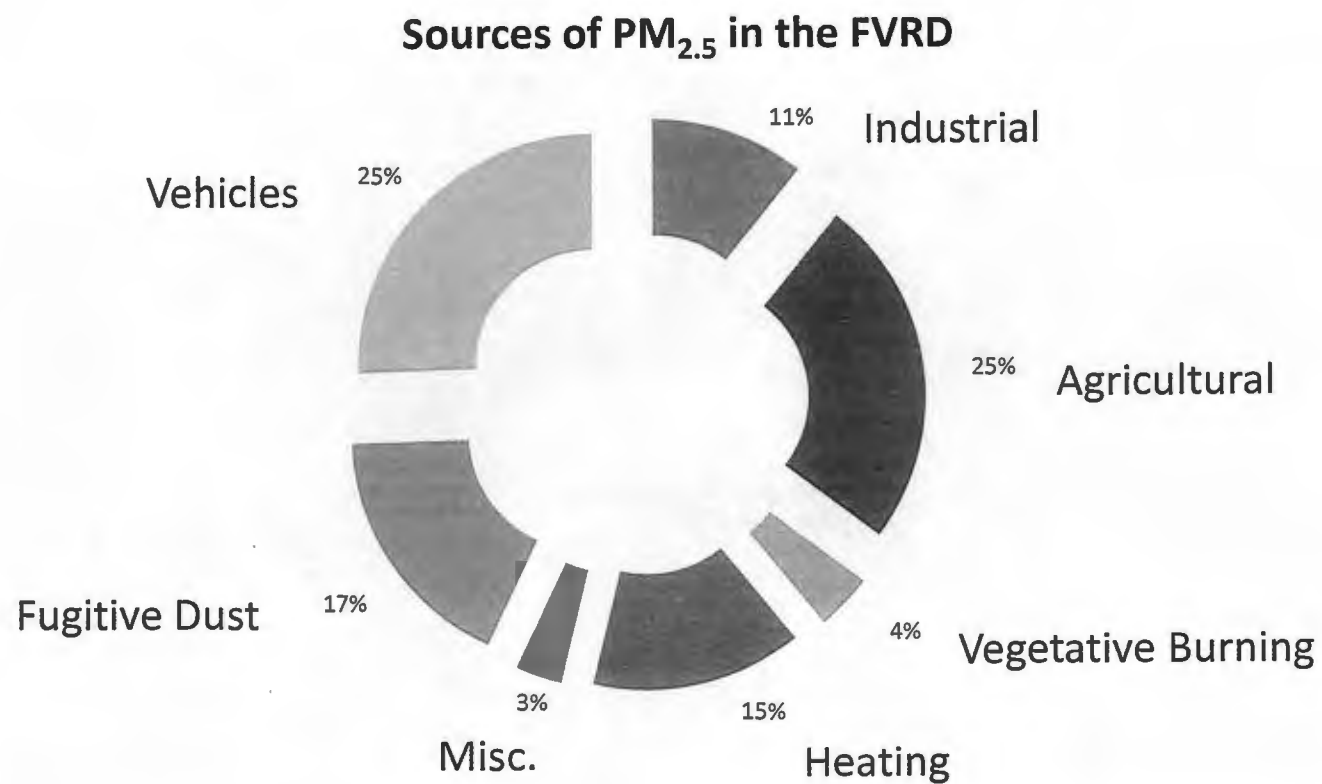


Image source: 2010 LFV Emissions Inventory



Fraser Valley Regional District

Emissions Sources



Data source: 2010 LFV Emissions Inventory

Fraser Valley Regional District



FVRD Programs and Committees

- Education Program with Fraser Basin Council
- Electric Vehicles – infrastructure & awareness
- Wood Stove Exchange Program
- Improving transit – Fraser Valley Express
- Active contribution to interagency committees:
 - AirCare → Heavy Duty Diesel Vehicles
 - Ground-Level Ozone Strategy
 - BC Visibility Coordinating Committee
 - Agriculture – Air and Nutrient Group



Challenges

- Large, new emission sources proposed in shared airshed:
 - Waste to Energy
 - Other environmental assessments (Trans Mountain, BP Cherry Point Refinery, etc.)
- FVRD – planning authority only (Ministry of Environment has regulatory authority)
- Resource limitations



Next Steps

- New Air Quality Management Plan – coming 2015
- FVRD-specific air quality monitoring reports
- Studies and research to support program direction
 - E.g. Open Burning Practices Study



Thank you!

Rebecca Abernethy
Environmental Services Coordinator
(604) 702-5057
rabernethy@fvrd.bc.ca



Fraser Valley Regional District



Additional Resources

- 2013 Lower Fraser Valley Air Quality Monitoring Report:
<http://www.fvrd.bc.ca/Services/AirQuality/Documents/2013LFVAQMonitoringReport.pdf>
- 2010 Lower Fraser Valley Emissions Inventory:
<http://www.fvrd.bc.ca/Services/AirQuality/Documents/2010LowerFraserValleyAirEmissionsInventoryandForecastandBackcast.pdf>
- Regional Ground-Level Ozone Strategy:
<http://www.fvrd.bc.ca/Services/AirQuality/Documents/RGLOS2014.pdf>
- Additional information on FVRD air quality programs:
<http://www.fvrd.bc.ca/Services/AirQuality/Pages/default.aspx>



RESEARCH REPORT

The purpose of this report is to provide a comprehensive overview of the current state of research in the field of artificial intelligence. This report will discuss the various applications of AI, the challenges faced by researchers, and the future prospects of the field. The report is organized into several sections, each focusing on a different aspect of AI research. The first section discusses the history of AI, while the second section focuses on the current state of the field. The third section discusses the challenges faced by researchers, and the fourth section discusses the future prospects of the field. The report is intended for researchers and students in the field of AI, as well as for anyone interested in the current state of the field.

**VILLAGE OF HARRISON HOT SPRINGS****REPORT TO COUNCIL**

TO: Mayor and Council **DATE:** April 22, 2015
FROM: Director of Finance **FILE:** 1880
SUBJECT: Statement of Financial Information

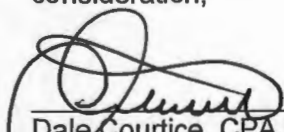
BACKGROUND:

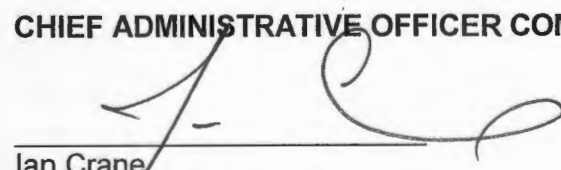
The Statement of Financial Information is a statutory requirement under the *Financial Information Act* that must be filed annually by June 30th. Section 9 of BC reg. 371/93 states: "the Statement of Financial Information and accompanying schedules must be approved in writing by the Council and the Chief Financial Officer. In addition a management report approved by the chief Financial Officer must accompany the Statement of Financial Information."

RECOMMENDATION:

THAT Council approves the 2014 Statement of Financial Information.

Respectfully submitted for your
consideration;



Dale Courtice, CPA, CGA
Director of Finance**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

Ian Crane
Chief Administrative Officer

VILLAGE OF HARRISON HOT SPRINGS
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FOR THE YEAR ENDING 2014

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2014 Audited Financial Statements

Management Letter

Schedule of Debenture Debt

Schedule of Employee Remuneration

Schedule of Council Remuneration

Schedule of Payments to Suppliers

Schedule of Payments for the Purposes of Grants

Approval by CFO and Council



HARRISON HOT SPRINGS

Naturally Refreshed

Village of Harrison Hot Springs

Consolidated Financial Statements

December 31, 2014

Village of Harrison Hot Springs

December 31, 2014

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Village of Harrison Hot Springs

MANAGEMENT REPORT

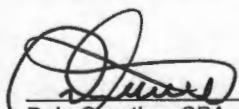
The accompanying consolidated financial statements are the responsibility of the Village's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian 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, CPA, CGA
Director of Finance
April 20, 2015



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228 Wallace St.
Hope, B.C. VOX 1L0

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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, 2014, the Consolidated Statement of Financial Activities, and the Consolidated Statement of Changes in Financial Position 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, 2014, 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

April 20, 2015
Hope, B.C., Canada

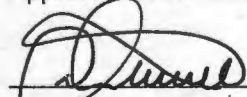
Village of Harrison Hot Springs

Consolidated Statement of Financial Position

As at December 31, 2014

	2014	2013
Financial assets		
Cash and Investments (Note 2)	6,401,201	6,361,742
Accounts Receivable (Note 3)	805,739	1,027,857
	7,206,940	7,389,599
Financial liabilities		
Accounts Payable and Accrued Liabilities (Note 4)	421,257	543,247
Developer's Deposits and Other Trust Liabilities (Note 5)	391,277	392,949
Deferred Revenue (Note 6)	648,936	871,715
Development Cost Charges (Note 7)	978,021	858,814
Capital lease (Note 8)	161,989	47,768
Interim financing debt (Note 9)	600,000	700,000
	3,201,480	3,414,493
Net financial assets	4,005,460	3,975,106
Non-financial assets		
Tangible Capital Assets (Note 10, Schedule 1)	31,421,843	30,082,655
Prepaid expenses	54,696	95,084
	31,476,539	30,177,739
Accumulated surplus	35,481,999	34,152,845
Represented by:		
Operating fund	2,608,376	2,507,590
Capital fund (Note 12)	1,389,874	1,312,385
Statutory reserve fund (Note 12)	855,580	1,011,051
Equity in tangible capital assets (Note 11)	30,628,169	29,321,819
	35,481,999	34,152,845

Approved on behalf of Mayor and Council



Dale Courtice, CPA, CGA

Director of Finance

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

Village of Harrison Hot Springs

Consolidated Statement of Operations

for the year ended December 31, 2014

	Budget (Unaudited Note 19)	2014	2013
Revenue			
Property Taxes (Notes 13, 22)	1,886,100	1,886,821	1,849,972
Sale of Services (Note 14)	836,200	900,016	879,967
Utility Service Fees (Note 15)	387,000	395,167	395,276
Government Transfers (Note 16)	1,815,750	1,785,708	943,096
Investment Income	21,700	28,859	32,404
Penalties and interest	23,000	39,561	28,889
Development Cost Charges (Note 7)	279,800	-	-
Other revenue	225,800	88,975	38,418
	5,475,350	5,125,107	4,168,022
Expenses (Note 20)			
Legislative Services	127,950	117,012	120,379
General Government	972,800	900,771	876,408
Protective Services	181,750	161,697	158,985
Public Works	225,150	204,036	197,265
Transportation Services	119,550	102,711	96,262
Public Health	7,200	6,284	6,110
Planning and Development	25,900	43,517	37,522
Tourism, Community and Economic Development	54,300	58,310	49,070
Sustainability	12,500	8,856	11,831
Solid Waste Management and Recycling	121,000	121,232	119,056
Beaches, Parks, Recreation and Culture	371,000	395,987	402,372
Water Services	264,000	183,233	146,616
Sewer Services	760,000	553,079	484,559
Non-capital items expensed (Note 17)	-	140,660	102,415
Debt financing	13,850	14,987	19,345
Amortization (Note 1, Schedule 1)	710,000	747,914	708,791
	3,966,950	3,760,286	3,536,986
Annual surplus	1,508,400	1,364,821	631,036
Prior period adjustment (Note 18)	-	(35,667)	59,729
Accumulated surplus, beginning of year	34,152,845	34,152,845	33,462,080
	35,661,245	35,481,999	34,152,845

Commitments and contingencies are specified in Note 21.

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, 2014

	Budget (Unaudited Note 19)	2014	2013
Annual Surplus	1,606,900	1,364,821	631,036
Acquisition of tangible capital assets	(3,196,500)	(2,121,402)	(788,796)
Amortization	710,000	747,914	708,791
Write down of tangible capital assets at NBV	-	34,300	14,569
Prior period adjustment	-	(35,667)	59,729
	(879,600)	(10,034)	625,329
Acquisition of prepaid expenses	-	(54,696)	(95,084)
Use of prepaid expenses	-	95,084	37,009
	-	40,388	(58,075)
Increase (decrease) in net financial assets	(879,600)	30,354	567,254
Net financial assets, beginning of year	3,975,106	3,975,106	3,407,852
Net financial assets, end of year	3,095,506	4,005,460	3,975,106

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

Village of Harrison Hot Springs

Consolidated Statement of Cash Flows

For the Year Ended December 31, 2014

	2014	2013
Cash provided by (used in):		
Operating Activities		
Annual surplus / (deficit)	1,364,821	631,036
Non Cash items:		
Amortization	747,914	708,791
(Increase) Decrease in prepaid expenses	40,388	(58,075)
Prior period adjustment	(35,667)	59,729
Debt Forgiveness	132,725	(26,484)
Changes to financial assets / liabilities:		
Accounts receivable	222,118	(443,956)
Lease Receivable	-	-
Accounts payable and accrued liabilities	(123,662)	560,887
Deferred revenue	(222,779)	211,584
Development Cost Charges	119,207	11,791
Net change in cash from operating activities	2,245,065	1,655,303
Capital Activities:		
Write down of tangible capital assets at net book value	34,300	14,569
Acquisition of tangible capital assets	(2,121,402)	(788,796)
Net change in cash from capital activities	(2,087,102)	(774,227)
Financing Activities		
Debt repayment	(118,504)	(161,923)
Actuarial adjustments	-	(6,935)
Proceeds from capital lease - net of deferred charges	-	54,325
Net change in cash from financing activities	(118,504)	(114,533)
Net change in cash	39,459	766,543
Cash and cash equivalents, beginning of year	6,361,742	5,595,199
Cash and cash equivalents, end of year	6,401,201	6,361,742

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

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

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 being included in an approved council budget or a 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 include 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.

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

1. Significant Accounting Policies continued

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.

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

1. Significant Accounting Policies continued

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

	2014	2013
Restricted cash and investments		
Statutory reserves	\$ 900,942	\$ 1,056,503
Non-Statutory Reserves	3,232,488	3,286,767
	4,133,430	4,343,270
Unrestricted cash and investments	2,267,771	2,018,472
Total cash and investments	\$ 6,401,201	\$ 6,361,742

3. Account Receivable

	2014	2013
Accounts Receivable - Property Taxes	\$ 380,081	\$ 207,787
Accounts Receivable - Other Governments	109,645	497,169
Accounts Receivable - Trade and Other	316,013	322,901
	\$ 805,739	\$ 1,027,857

4. Accounts Payable and Accrued Liabilities

	2014	2013
Trade and Other	\$ 397,515	\$ 461,368
Holdbacks payable	7,493	48,961
Other government	193	615
Accrued benefits	16,056	32,303
	\$ 421,257	\$ 543,247

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

5. Developer's Deposits and Other Trust Liabilities

	2014	2013
Property and event damage deposits	\$ 30,307	\$ 36,800
Non-refundable deposits	28,118	27,741
Letter of credit	331,596	327,152
Community groups funds held in trust	1,256	1,256
	\$ 391,277	\$ 392,949

6. Deferred Revenue

	2014	2013
Prepaid taxes	\$ 120,731	\$ 116,086
Deferred Gas Tax Revenue	205,707	427,248
Facility rentals and other	322,498	328,381
	\$ 648,936	\$ 871,715

7. Development Cost Charges

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer DCC	\$ 693,906	\$ 62,687	\$ 10,328	\$ -	\$ 766,921
Water DCC	151,471	37,005	2,398	-	190,874
Drainage DCC	8,763	4,294	134	-	13,191
Parks DCC	4,674	2,290	71	-	7,035
	\$ 858,814	\$ 106,276	\$ 12,931	\$ -	\$ 978,021

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.

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

8. Capital Lease Liability

In 2013, the Village entered into a 4 year capital lease agreement with the Municipal Finance Authority to finance the acquisition of two pick-up trucks. In 2014, the Village entered into a capital lease agreement with Caterpillar Financial Services Limited to finance the acquisition of a new backhoe in the amount of \$132,725. The term of the lease is five years with an option to purchase at the end of the lease of \$47,723.

Changes in capital lease liability are as follows:

	2014	2013
Balance, December 31, 2013	\$ 47,768	\$ 54,323
Add: Lease additions	132,725	-
Less: Principal repayments	(18,504)	(6,555)
Balance, December 31, 2014	\$ 161,989	\$ 47,768

The minimum lease payments over the next four years of the leases are as follows:

2015	\$ 29,632
2016	30,635
2017	24,575
2018	18,342
	\$ 103,184

Total interest expense during the year was \$2,774. Total interest over the term of the leases is \$22,660.

9. 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 2016 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 the next year. Interest is paid monthly. During the year the Village paid \$12,213 in interest, in 2013 \$14,613.

	2014	2013
Balance, December 31, 2013	\$ 700,000	\$ 850,000
Principal repayments	(100,000)	(150,000)
Balance, December 31, 2014	\$ 600,000	\$ 700,000

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

10. Tangible Capital Assets

	2014	2013
Land	\$ 9,984,913	\$ 9,984,913
Buildings	1,058,979	1,124,032
Equipment, furniture and vehicles	755,811	653,565
Engineering Structures:		
Engineering structures - water	6,538,610	5,031,527
Engineering structures - sewer and drainage	6,970,531	7,074,151
Engineering structures - roads	4,571,458	4,123,000
Engineering structures - other	1,242,043	1,314,436
Other tangible capital assets	299,498	777,031
Total	\$ 31,421,843	\$ 30,082,655

For additional information, see Consolidated Schedule of Tangible Capital Assets. (Schedule 1)

The Village has \$128,477 of tangible capital assets under construction at December 31, 2014.

11. 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:

	2014	2013
Equity in TCA, beginning of year	\$ 29,321,819	\$ 29,128,432
Add:		
Capital Expenditures	1,970,060	788,796
Debt forgiveness - Sewer - Issue 75	-	26,484
Debt Repayments	118,504	161,923
Actuarial adjustment	-	6,936
Less:		
Gain on disposal of asset	-	(9,108)
Proceeds from capital lease	-	(58,284)
Dispositions at NBV	(34,300)	(14,569)
Amortization	(747,914)	(708,791)
Equity in TCA, end of year	\$ 30,628,169	\$ 29,321,819

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

12. Accumulated Surplus

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

	2014	2013
Surplus:		
Invested in tangible capital assets	\$ 30,628,169	\$ 29,321,819
Operating fund	2,608,376	2,507,590
Total surplus	33,236,545	31,829,409
Reserves set aside by Council:		
Capital Fund Reserves		
Recreation Centre	413,275	407,737
Assessment appeal	95,725	69,603
Beach	35,967	35,485
Building	59,296	58,502
Contingencies	10,854	10,708
Dock replacement	58,091	27,715
Flood box / drainage	14,715	14,514
General	27,823	27,450
Insurance	9,423	9,296
Memorial Hall restoration	5,263	5,192
Parking / traffic management	36,380	35,893
Office Equipment	22,067	21,772
Property	44,904	44,302
Road/Sidewalk	12,759	12,588
Sick leave/Retirement	98,337	119,215
Sewer	322,640	291,698
Water	122,355	120,715
Total Capital Fund Reserves	1,389,874	1,312,385
Statutory Fund Reserves:		
Community amenities	128,015	106,415
Fire department capital	187,147	159,437
Land unexpended funds	12,473	12,306
Parkland acquisition	94,569	68,525
Public works capital	71,889	70,926
Sewage treatment replacement	262,673	495,496
Sewer unexpended funds	79,039	77,987
Port Divestiture income	19,775	19,959
Total Statutory Fund Reserves	855,580	1,011,051
	\$ 35,481,999	\$ 34,152,845

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

13. Taxation

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

	Budget	2014	2013
Taxes collected			
Municipal property taxes	\$ 1,850,000	\$ 1,849,861	\$ 1,810,353
1 % Utility taxes	32,100	32,247	32,312
Payments in lieu of taxes	4,000	4,733	7,450
School taxes	1,237,000	1,236,786	1,300,367
Regional District	117,000	116,846	111,345
Regional hospital district	103,500	103,271	110,176
Police tax	114,600	114,554	117,660
Other agencies	29,600	29,436	31,242
	3,487,800	3,487,734	3,520,905
Less transfers to other governments			
School taxes paid	1,237,000	1,236,776	1,300,367
Regional district taxes paid	117,000	116,858	111,407
Regional hospital district taxes paid	103,500	103,279	110,237
Police taxes paid	114,600	114,564	117,660
Other agencies taxes paid	29,600	29,436	31,262
	1,601,700	1,600,913	1,670,933
	\$ 1,886,100	\$ 1,886,821	\$ 1,849,972

14. Sale of Services, User Rates, Rentals

	Budget	2014	2013
Sewer user fees	\$ 475,000	\$ 501,160	\$ 500,538
Water user fees	176,000	190,552	177,733
Curbside collection fees	90,000	91,966	90,213
Licenses and permits	35,800	48,735	43,497
Facility rentals	43,500	47,458	46,179
Fines	2,800	4,078	3,475
Other	4,100	3,523	4,989
Penalties	9,000	12,544	13,343
	\$ 836,200	\$ 900,016	\$ 879,967

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

15. Utility Service Fees

	Budget	2014	2013
Sewer service utility fee - residential	\$ 176,000	\$ 179,709	\$ 179,852
Sewer service utility fee - business	20,000	19,997	19,947
Water service utility fee - residential	170,000	174,226	174,386
Water service utility fee - business	21,000	21,235	21,091
Total	\$ 387,000	\$ 395,167	\$ 395,276

16. 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	2014	2013
Provincial:			
Conditional			
Infrastructure - water treatment plant	\$ 790,000	\$ 790,955	\$ 412,958
Infrastructure - Miami River Dike Pump Station	-	13,212	-
Resort Municipality Initiative	515,000	420,589	268,846
Other	750	2,584	50,327
Unconditional	210,000	209,651	210,965
Federal			
Conditional			
Infrastructure - Miami River Dike Pump Station	-	13,212	-
Gas tax	300,000	335,505	-
	\$ 1,815,750	\$ 1,785,708	\$ 943,096

17. Non-Capital items expensed

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

18. 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.

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

19. Budget Data

The unaudited budget data presented in these consolidated financial statements is based upon the 2014 operating and capital budgets adopted by Council on May 5, 2014. The chart below reconciles the approved balanced budget to the budget figures reported in these consolidated financial statements.

2014 Adopted Operating and Capital Budget	Budget Amount
Revenues:	
Operating budget	\$ 4,178,950
Capital budget	2,896,500
Total revenue	7,075,450
Expenses:	
Operating budget	4,178,950
Capital Budget	2,896,500
Total expenses	7,075,450
Budgeted surplus (deficit)	\$ -
Add:	
Capital expenses	\$ 2,896,500
Transfers to reserves	273,000
Principal repayments	78,400
Appropriation from surplus	98,500
Less:	
Transfers from reserves	(1,128,000)
Amortization	(710,000)
Annual budgeted surplus (see statement of operations page 4)	\$ 1,508,400

20. 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	2014	2013
Salaries, wages and employee benefits	\$ 1,457,500	\$ 1,477,415	\$ 1,428,395
Operating Materials and supplies	804,000	587,389	509,083
Contracted services	287,200	213,005	188,945
Administrative services and supplies	446,000	336,041	348,422
Utilities	144,450	149,031	135,862
Rentals and contractual obligations	103,950	93,844	95,728
Debt financing	13,850	14,987	19,345
Capital Items Expensed	-	140,660	102,415
Amortization	710,000	747,914	708,791
Total expenditures by object	\$ 3,966,950	\$ 3,760,286	\$ 3,536,986

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

21. Commitments and Contingencies

- a. The municipality and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusteesd 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 based on a formula. The plan has about 182,000 active members and approximately 75,000 retired members. Active members include approximately 36,000 contributors from local government.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The Village of Harrison Hot Springs paid \$93,372 for employer contributions to the Plan in fiscal 2014.

- 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, 2018.

22. Significant Taxpayer

The Village is reliant upon one taxpayer for approximately 19% of the municipal property tax revenue.

23. Landfill assessment

In 2014, the Ministry of Environment directed the Village to assess any potential effects the closure of the landfill in 1983 has on well water. Water samples were taken and the results prompted the Ministry to direct the Village to drill test wells and monitor the water which will begin in 2015. The Village is to continue this process for three years at which time the results will determine if any further action is required.

Village of Harrison Hot Springs

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2014

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

Schedule 1 - Consolidated Statement of Tangible Capital Assets

For the Year Ended December 31, 2014

	Engineered Structures							Other Tangible Capital Assets	2014	2013
	Land	Building	Equipment Furniture Vehicles	Water	Sewer Drainage	Roads	Other			
COST										
Opening balance	\$ 9,984,913	\$ 1,984,778	\$ 1,883,320	\$ 6,094,049	\$ 8,883,230	\$ 7,875,377	\$ 1,830,731	\$ 923,306	\$ 39,459,704	\$ 38,768,278
Add: Additions	-	-	200,912	1,608,866	47,064	732,300	-	(467,739)	2,121,403	788,796
Less: Disposals	-	-	(102,891)	-	-	(85,754)	-	-	(188,645)	(97,370)
Closing Balance	9,984,913	1,984,778	1,981,341	7,702,915	8,930,294	8,521,923	1,830,731	455,567	41,392,462	39,459,704
ACCUMULATED AMORTIZATION										
Opening Balance	-	860,746	1,229,755	1,062,522	1,809,079	3,752,377	516,295	146,275	9,377,049	8,751,059
Add: Amortization	-	65,053	98,666	101,783	150,684	249,541	72,393	9,794	747,914	708,791
Less: Acc. Amortization on Disposals	-	-	(102,891)	-	-	(51,453)	-	-	(154,344)	(82,801)
Closing Balance	-	925,799	1,225,530	1,164,305	1,959,763	3,950,465	588,688	156,069	9,970,619	9,377,049
	\$ 9,984,913	\$ 1,058,979	\$ 755,811	\$ 6,538,610	\$ 6,970,531	\$ 4,571,458	\$ 1,242,043	\$ 299,498	\$ 31,421,843	\$ 30,082,655

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

VILLAGE OF HARRISON HOT SPRINGS

MANAGEMENT LETTER

2014

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with Canadian generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the 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 of the Village of Harrison Hot Springs. The Council meets with management on a regular basis throughout the year.

The Council of the Village Of Harrison Hot Springs has the responsibility for assessing the management systems, policies and practices of the Village, as Council has not appointed an internal auditor and has not delegated its responsibilities to a specific person.

The external auditors, McConnell, Voelkl, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. 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 financial statements are presented fairly. The external auditors have full and free access to the management and Council and meet with them on a regular basis.

On behalf of the Village of Harrison Hot Springs

Dale Courtice, CPA, CGA
Director of Finance
May 4, 2015

Ian Crane,
Chief Administrative Officer
May 4, 2015

Village of Harrison Hot Springs

Schedule of Debenture Debt
As at December 31, 2014

	<u>2013 Balance</u>	<u>2014 Principal Payments</u>	<u>2014 Balance</u>
Interim Financing - Water Reservoir	<u>\$ 700,000.00</u>	<u>\$ (100,000.00)</u>	<u>\$ 600,000.00</u>
Interest paid during 2014- \$ 12,213			

VILLAGE OF HARRISON HOT SPRINGS

Consolidated Remuneration for Employees Under \$75,000 2014

6(2)(c)

Remuneration

Consolidated total – under \$75,000

\$834,016.68

VILLAGE OF HARRISON HOT SPRINGS

Employee Remuneration Over \$75,000 2014

6(2) (b)

		<u>Remuneration</u>	<u>Expenses</u>
Ian Crane	Chief Administrative Officer	\$107,723.71	\$3,592.93
Debra Key	Corporate Officer	\$98,884.49	\$200.96
Dale Courtice	Director of Finance	\$97,391.33	\$3,616.11
Ian Gardner	Operations Manager	\$83,790.01	\$3,803.01
Lisa Grant	Manager of Development & Community Services	\$77,971.31	\$2,662.37

VILLAGE OF HARRISON HOT SPRINGS

Schedule of Remuneration and Expenses 2014

6(6) Report on Employers
EI & CPP

EI	\$22,192.16
CPP	\$43,479.08

VILLAGE OF HARRISON HOT SPRINGS

6 (2) (a) Remuneration and Expenses for Elected Officials 2014

	<u>Remuneration</u>	<u>Expense Allowance *</u>	<u>Paid Expenses</u>
Leo Facio, Mayor	\$30,000.00	\$10,000.00	\$6,231.88
Allan Jackson, Councillor	\$13,750.00	\$4,583.34	\$4,274.33
Zoltan Kiss, Councillor	\$13,750.00	\$4,583.34	\$4,429.73
Sonja Reyerse, Councillor	\$15,000.00	\$5,000.00	\$2,384.09
John Buckley, Councillor	\$15,000.00	\$5,000.00	\$2,860.17
John Hansen, Councillor	\$1,250.00	\$416.67	-
Samantha Piper, Councillor	\$1,250.00	\$416.67	-

* Specified as an expense allowance included in remuneration

Vendor #	Name	Amount
B0900	BC ASSESSMENT	29,345.97
B2000	BC HYDRO	105,480.29
C1067	CARVER CONSTRUCTION LTD.	1,318,050.71
C4950	CLEARTECH INDUSTRIES INC.	74,950.93
C6675	CTQ CONSULTANTS LTD	220,166.12
D1701	DESJARDINS CARD SERVICES	64,144.80
D4055	DIVING DYNAMICS	32,936.33
F4250	FIRST CLASS WASTE SERVICES INC.	88,935.93
F7000	FRASER VALLEY REGIONAL DISTRICT	222,215.80
F7025	FRASER VALLEY REGIONAL LIBRARY	58,667.00
F7400	FRONTIER POWER PRODUCTS LTD.	67,433.18
H1148	HARRISON TOURISM SOCIETY	477,309.08
H7501	HUB INTERNATIONAL BARTON LTD.	45,912.00
M4000	MINISTER OF FINANCE AND	958,692.81
M7850	MUNICIPAL PENSION PLAN	179,796.31
O5500	ONUCKI, DEVLIN	34,440.00
P1000	PACIFIC BLUE CROSS	55,918.89
R2153	RECEIVER GENERAL	376,349.00
T3076	TIMBRO CONTRACTING	705,817.94
Payments Made (Vendors Over \$25000):		5,116,563.09
Miscellaneous Payments (\$25000 and Under):		990,762.53
Total Payments Made:		6,107,325.62

*** End of Report ***

VILLAGE OF HARRISON HOT SPRINGS
Schedule of Remuneration and Expenses
2014

7(2) (b) Statement of Payments
 Grants or Contributions

1 st Agassiz Scouts	\$150.00
Agassiz Fall Fair	150.00
Miami River Streamkeepers	600.00
Kent-Harrison Search & Rescue	2,500.00
Agassiz-Harrison Community Services	300.00
Agassiz-Harrison Historical Society	500.00
Kent-Harrison Arts Council	2,000.00
Harrison Higlanders Pipe Band	<u>500.00</u>
	<u>\$6,700.00</u>

VILLAGE OF HARRISON HOT SPRINGS

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Leo Facio
Mayor
May 4, 2015

Dale Courtice, CPA, CGA
Director of Finance
May 4, 2015



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 23, 2015
FROM: Debra Key, Deputy Chief **FILE:** 4320-50
Administrative Officer/Corporate Officer
SUBJECT: Special Occasion Licence Application – Harrison Festival of the Arts

ISSUE:

Endorsement for Special Occasion Licence Application for public events.

BACKGROUND:

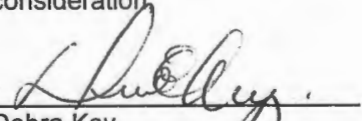
Under Section 15(9) of the Liquor Control and Licencing Regulation, if public events are to be held on lands or premises owned or operated by the local government, the applicant must first obtain written permission for the event signed by an authorized official of that government.

The Harrison Festival of the Arts has scheduled special events for the 2014/15 season and is requesting endorsements for their Special Occasion Licence Applications (dates attached).

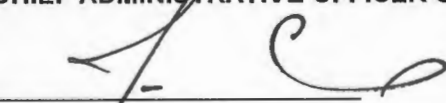
RECOMMENDATION:

THAT Council approve the endorsement of the Harrison Festival of the Arts Special Occasion Licence Applications for the period May 2, 2015 to July 19, 2015.

Respectfully submitted for your
consideration:


Debra Key
Deputy Chief Administrative Officer/CO

CHIEF ADMINISTRATIVE OFFICER COMMENTS:


Ian Crane
Chief Administrative Officer

April 7, 2015

Debra Key
Deputy Chief Administrative Officer/Corporate Officer
Village of Harrison Hot Springs
Box 160, 495 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

RECEIVED

APR - 7 2015

BY VILLAGE OF HARRISON HOT SPRING

Dear Debra,

I am writing to request Council's endorsement of our Special Occasion Liquor License for our annual Festival Fundraiser as well as this year's Harrison Festival of the Arts. Below are the confirmed dates for both events. We will require licenses for all these dates.

Saturday, May 23 - Festival Fundraiser with Mad Pudding

Saturday, July 11 to Sunday, July 19 - Harrison Festival of the Arts. We will be applying for licenses for each of the nine evenings that we present shows in the Memorial Hall.

If you or Council have any question, please do not hesitate to contact me directly.

Best Regards,



Mel Dunster
General Manager
Harrison Festival Society



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 23, 2015

FROM: Lisa Grant
Manager of Development and Community Services

SUBJECT: New Liquor Control Regulations – Whole-Site Licensing & Risk Evaluations

ISSUE:

How risk is evaluated to determine if whole-site liquor licensing is permissible.

BACKGROUND:

In 2014, the Provincial Government released a report with findings and recommendations for changes to liquor control regulations. The report had 73 different recommendations to streamline and modernize the current B.C. liquor regulations. The following are a few of the key findings and recommendations:

- Permit the sale of alcohol in grocery stores.
- Allow discounted sales of alcohol at specific times (e.g. happy hour).
- Permit sales of liquor to patrons not produced on site (e.g. sale of beer at a winery).
- Allow B.C. liquor manufacturers to offer products for sample and sale at temporary off-site retail locations (e.g. farmers' market).
- Single event organizers should be able to apply for a special occasion license that covers multiple events.

The following are recommendations that have the greatest potential to impact the Village:

- Recommendation 51: Except where it is not suitable from a public safety perspective, permit whole-site licensing for public events, eliminating the need for "beer gardens".
- Recommendation 52: Allow the sale of mixed-spirit drinks at public special occasion licensed events.

The Provincial Government has proceeded with the implementation of these recommendations. As part of the implementation of recommendations 51 and 52, a risk assessment model was developed by the Provincial Government to assess

which events are not eligible for whole-site licensing. The risk model was criticized by some users as not responding to different situations or having the flexibility to provide a true sense of the risk by either overvaluing or undervaluing threats. As a result, the Provincial Government has issued a discussion paper with an alternative risk assessment criteria and a flexible sliding scale to more accurately capture unique situations for different events (Attachment A). The Province is seeking feedback on the new risk evaluation models.

DISCUSSION:

Two options are presented in the discussion paper (Attachment A) concerning risk evaluation. Both options expand the categories to assess risk, and breakdown risk factors into red (potentially high risk factors) and blue (more moderate risk factors). Appendix B, allows for a sliding scale to evaluate and customize the potential risk. Appendix C assigns a constant value in each category. Both risk evaluation models are an improvement over the existing risk model used for evaluating applications for whole-site licensing.

However for the Village, whole-site licensing is a concern. Unlike other communities, our outdoor events are rarely contained in one location (e.g. fairgrounds) where people travel to the event and location is a containment boundary of sorts based on the separation from the surrounding community by fencing, distance and topography. In these situations, a beer garden is a contained area within the broader event boundary.

For the Village, the majority of our outdoor events take place on our waterfront with no containment. They are integrated into the beachfront and offer the ability for entertainment on our waterfront. Therefore, whole-site licensing would allow attendees to carry open alcohol containers throughout the waterfront and our community. This is not something that the risk model responds to nor does it provide a risk factor to assign a value to it. In addition, the proximity to water for swimming and boating results in public safety concerns. Given these factors, staff is generally not supportive of whole-site licensing for outdoor events, unless the event is fenced and located a safe distance from swimming and boating areas.

Staff has reviewed our bylaws and policies. The "Use of Public and Municipal Property" (events permitting policy) has the following clause:

"4. No structures are to be erected other than shade tents or canopies, except in the case of an event that has obtained a special license under the Liquor Control and Licencing Act, and the event must be wholly secured by an enclosure that separates the event from the general public. All structures or enclosures must not impede or restrict general public access to the beach area."

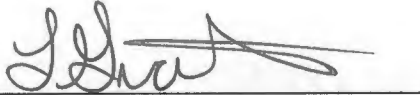
While the above policy addresses many of our concerns, staff is recommending that the "*Business Licencing and Regulation Bylaw No. 945, 2010*" also be amended with a similar clause that restricts the sale of alcohol by outdoor vendors on public property and sales on private property be contained within an enclosed area. By

amending the *Business Licencing and Regulation Bylaw*, this restriction is addressed by both a policy and bylaw and captures vending sales as well.

RECOMMENDATION:

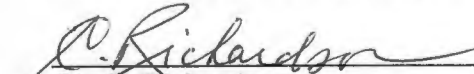
THAT the Business Licencing and Regulation Bylaw No. 945, 2010 be amended to restrict the selling of alcohol by vendors on publically owned lands and restricted on private property to an enclosed area.

Respectfully submitted for your
consideration;



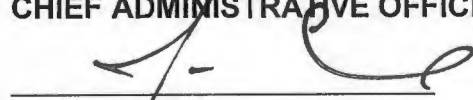
Lisa Grant
Manager of Development and Community Services

MANAGER OF REVENUE SERVICES COMMENTS:



Cindy Richardson
Manager of Revenue Services

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ian Crane
Chief Administrative Officer

Liquor Control and Licensing Branch (the “Branch”)

Discussion Paper for Consultations

Risk assessment for whole-site licensing

The Province of British Columbia invites stakeholders to comment on a proposed tool to be used for determining the risk of whole-site licenses at large events.

This consultation paper provides a brief background to the subject and a questionnaire.

We look forward to hearing your views. Your comments will be accepted until May 8, 2015. Please email to LCLB-SAT@gov.bc.ca.

Introduction:

In 2013, Parliamentary Secretary John Yap was appointed to review liquor policies in British Columbia. Mr. Yap made 73 recommended changes to B.C. liquor policies, including:

Recommendation 51: Except where it is not suitable from a public safety perspective, permit whole-site licensing for public events, eliminating “beer gardens”.

In spring 2014, the Branch amended its policy to allow for whole-site licensing (<http://www.pssg.gov.bc.ca/lclb/docs-forms/policy-directive-2014-02.pdf>). This change included a one-year pilot use of a risk evaluation tool (Appendix A) to evaluate the overall risk to public safety if whole-site licensing is permitted. The tool identifies several risk factors and allows the Branch to weigh their impact for specific events. The Branch uses the tool as a guide in determining whether or not to impose a beer garden.

The Branch is reviewing the risk evaluation process for licensed events, and is inviting feedback from licensees and event organizers on the value and efficacy of a risk assessment tool in general, and preferences on which model to adopt.

The Branch has re-named the risk assessment tool the Site Assessment Tool (S.A.T.).

Potential S.A.T. Models:

The Branch has heard concerns that the existing model using numerical sliders is not easy to use, and may not adequately capture the range of risk involved for the given factors (i.e. the resulting values are too precise), and may not include all of the risk factors that should be considered.

We are presenting some alternatives for you to consider. The options may be simpler and may provide greater ranges of risk that allow for discretionary considerations.

Appendix B is a revised version of the current tool. The proposal is for liquor inspectors to apply a “low, medium, high” rating to the various factors. The numerical values could be used to weight certain factors. For example, the “major factors” could be weighted more highly than “minor factors”.

Appendix C is another option. This model involves adding the number of low, medium, and high risk factors. Low, medium, and high risk factors have specific values, and so no adjustments within ranges are required. Factors are divided in two sets, a red set and a blue set, where the red factors are given a higher risk weighting than the blue factors.

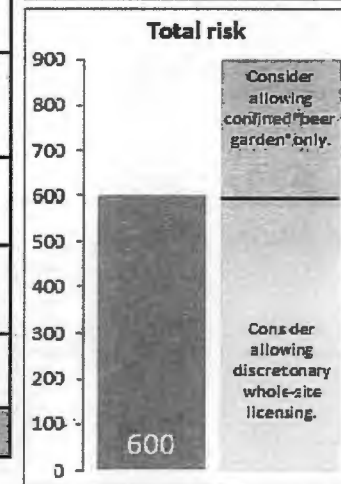
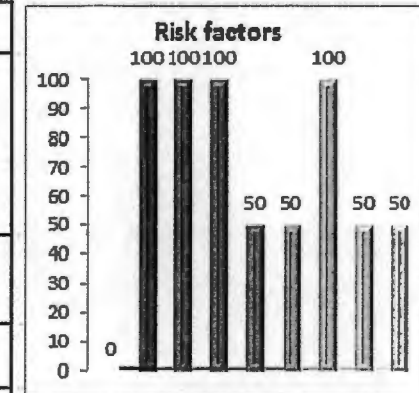
Questions:

1. Does a site assessment tool in general help to guide an understanding of the overall risks of holding a large event, and why a beer garden should be or has been imposed?
2. In looking at the existing assessment tool (Appendix A), do you find a numeric risk value or the use of adjustable sliders in assessing overall risk to be confusing?
3. Is there value to using both a "low, medium, high" scale and a numerical scale in determining overall risk (for example, as in Appendix B)?
4. Are there factors or considerations missing from the list?
5. Are there some factors that should be weighted more heavily than others (for example, those that are noted as major factors)? How should they be weighted?
6. In looking at each of the three options, the suggested values at which to consider imposing a beer garden are: 600 (Appendix A), 700 (Appendix B), and 220 (Appendix C). For these models, or the one you prefer, what is the appropriate threshold for imposing a beer garden?
7. Do you find any of these options preferable (Appendix A, B, or C) and why?
8. Do you know of other risk assessment tools the Branch should consider adopting instead?
9. Do you have other concerns about the S.A.T. or suggestions for improvement?

Risk Assessment Tool

	Risk factor													
Risk level		10 (low)	20	30	40	50	60	70	80	90	100 (high)			
	Event size	500				5000						50,000	< [] >	0
	Event character	e.g. classical, jazz music concert	family-oriented (e.g. Greek-fest)	participation events e.g. running event				event with accessible machinery (exhibition grounds with rides)		e.g. rock, heavy-metal, punk concert with mosh-pit / adult-oriented event		< [] >	100	
	Patron demographic	seniors	families				predominantly adult or teen				possible criminal affiliations	< [] >	100	
	Event duration	2-3 hours	6-hours							12 hours / multi-day		< [] >	100	
	Lighting	broad daylight					sundown				darkness	< [] >	50	
	Site visibility	open, no obstructions		some obstructions, generally easy to monitor							multiple obstructions	< [] >	50	
	Compliance history	None	CN-NEAR / new event				NOEA > 2 years ago		multiple previous NOEAs		< [] >	100		
	Crowd density	well spread-out	general intermingling but easy movement				mobility difficult		closely-packed / mosh pit		< [] >	50		
	Security-to-patron ratio	1~50	1~200						1: > 500		< [] >	50		
												Total risk	600	

(max risk = 900)



Appendix B. Values are for illustration only. Sliders are functional on the Excel sheet only.

	Risk factor											Consider weighting factors by putting them in higher risk categories or at the higher end of the low, medium, or high ranges.			
Risk level		LOW			MEDIUM				HIGH			Considerations	Inspector Comments		
		10	20	30	40	50	60	70	80	90	100				
Major factors	Event size	500 or less			500 - 10,000				> 10,000			Number of expected patrons			64
	Event character	e.g. classical, jazz music concert; family oriented event; mass participation event (e.g. running event)			event with accessible machinery (exhibition grounds with rides)				E.g. heavy-metal, punk concert, hard rock, adult oriented event; presence of mock-pit			Is the event likely to encourage physical contact, loud interaction, conflict, or pose other hazards?			68
	Patron demographic	seniors, families			predominantly adult or teen				large number of minors; possible criminal affiliations			Is the event likely to attract groups who may be more predisposed to risky or hazardous behavior or activities?			58
	Crowd density	well spread-out			general intermingling but easy movement				mobility difficult; packed mock-pit			Close physical quarters increases risk of negative physical contact, and violence.			73
	Event duration	2 - 3 hours			6 hours				12 hours / multi-day			The longer the event, the more chance of intoxication and unruly behavior.			70
	Security-to-patron ratio	1:"50			1:" 200				1:" 500			Increased security means better monitoring and control. Need for security depends on many of the other factors in this list.			65
	Lighting	broad daylight			sundown				darkness			Poor lighting makes the event difficult to monitor. After dark, does the organizer have adequate artificial lighting?			57
	Site visibility	open, no obstructions			some obstructions, generally easy to monitor				multiple obstructions			The more physically open the event, the easier for organizers, security, police and inspectors to monitor the event.			83
Minor factors	Compliance history	none			CN-NEAR; NOEA > 2 years ago				multiple previous NOEAs			Poor compliance history may be a predictor of future non-compliance.			64
	New event	proven history of well-managed events			improves or unknown history				proven history of poorly managed events			Even if there is no record of non-compliance, the organizer may or may not have a history of poor event management			59
	Organizer history	unblemished			some known difficulties				multiple past issues			Distinct from compliance history, this may include information about the organizer from other jurisdictions or types of events.			64
	Access / Egress	multiple points, wide, with easy-to-operate gates			a few points, narrow; some congestion				few points relative to size of event, narrow, high congestion, not easily operable gates			Affects crowd control and emergency preparedness.			51
	Availability of food / water	well provided			restricted/costly				costly, or not offered; extreme environmental factors			Lack of these may be higher risk for longer duration events, and may be weather dependent.			44
	Hazards / objects	few or none			multiple chairs and tables; beach; patrons carrying items (e.g. heavy objects, swords, cadders)				animals, moving vehicles, tools; presence of cliffs, water			Related to event character; might include presence of animals, or vehicles that could disrupt orderly crowd flow; physical site conditions like cliffs, beach, water			75
	Additional factors identified by inspector													Consider imposing a "beer garden" if 700 or above	778
Totals												Consider imposing beer garden if predominatly medium and/or high risk factors.			

Appendix C. Values are for illustration only.

Risk factor		Put checkmark beside appropriate "low, medium, or high" item for each factor. Add checks and enter them in "red totals" and "blue totals" boxes to the right of "Enter # of red/blue totals".									
Risk level		LOW	MEDIUM	HIGH	Considerations						
		10	20	30							
	Event size	500 or less	500 - 10,000	> 10,000	Number of expected patrons.						
	Event character	e.g. classical, jazz, music concert, family oriented event, mass participation events (e.g. triathlon, marathon)	event with accessible machinery (and other equipment with wheels)	E.g. heavy-metal, punk concert, hard rock, subculture and event, in general of mixed risk	Is the event likely to encourage physical contact, loud interaction, comics, or pose other hazards?						
	Patron demographic	seniors, families	predominantly adult or teen	large number of minors; possible criminal affiliations	Is the event likely to attract groups who may be more predisposed to risky or hazardous behavior or activities?						
	Crowd density	well spread-out	you and I should be able to walk through	mobility difficult; packed mosh-pit	Close physical quarters increase risk of negative physical contact, and violence						
	Event duration	2-3 hours	6 hours	12 hours / multi day	The longer the event, the more chance of intoxication and unruly behavior.						
	Security-to-patron ratio	1:50	1:200	1:500	Increased security means better monitoring and control, but for security to be effective the eyes of the other patrons in the tier						
	Lighting	level daylight	sunlight	darkness	Poor lighting makes the event difficult to monitor. After dark, does the organizer have adequate artificial lighting?						
	Site visibility	open, no obstructions	some obstructions, generally easy to monitor	multiple obstructions	The more physically open the event, the easier for organizers, security, police and inspectors to monitor the event						
	RED TOTALS	Enter # of checks 3 30	Enter # of checks 2 40	Enter # of checks 3 30							
		5	10	20							
	Compliance history	none	CIV-HEAR, NOEA > 2 years ago	multiple previous NOEAs	Poor compliance history may be a predictor of future non-compliance.						
	New event	proven history of well-managed events	unproven or unknown history	proven history of poorly managed events	Even if there is no record of non-compliance, the organizer may or may not have a history of poor event management						
	Organizer history	undisturbed	some known difficulties	multiple past issues	Disturbances, compliance issues, etc. may include information about the organizer from other jurisdictions or types of events.						
	Access / Egress	multiple points, wide, with easy-to-operate gates	a few points, narrow, some congestion	few points relative to size of event, narrow, high congestion, not easily operable gates	Affects crowd control and emergency preparedness						
	Access / Egress	multiple points, wide, with easy-to-operate gates	a few points, narrow, some congestion	few points relative to size of event, narrow, high congestion, not easily operable gates	Affects crowd control and emergency preparedness.						
	Availability of food water	well provided	restricted/costly	costly, or not offered; extreme environmental factors	Lack of these may be higher risk for longer duration events, and may be weather dependent.						
	Hazards / objects	few or none	multiple chairs and tables; beach; patrons carrying items (e.g. heavy objects, swords, cabs)	animals, moving vehicles, tools; presence of cliffs, water	Related to event character; might include presence of animals, or vehicles that could disrupt orderly crowd flow; physical site conditions like cliffs, beach, water.						
	Additional factors identified by inspector										
	BLUE TOTALS	Enter # of checks 1 5	Enter # of checks 5 30	Enter # of checks 2 40	consider imposing beer garden if over 220						
Grand Totals		95	70	130	235						

