



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, October 19, 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 Regular Council Meeting held on September 14, 2015 be adopted.		Item 4(a) Page 1
5. BUSINESS ARISING FROM THE MINUTES		
6. CONSENT AGENDA		
i. Bylaws		
ii. Agreements		
iii. Committee/ Commission Minutes		
iv. Correspondence		
7. DELEGATIONS		
8. CORRESPONDENCE		
9. BUSINESS ARISING 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 Development and Community Services – September 25, 2015 Re: Amendment to Resort Development Strategy and Events Service Agreement</p> <p><u>Recommendation:</u></p> <p>THAT Council approve option two as outlined in the above report;</p> <p>AND THAT the Events Service Agreement be terminated;</p> <p>AND THAT the Resort Development Strategy be approved as shown in Attachment A.</p>	Item 12(a) Page 7
<p>(b) Report of Manager of Development and Community Services – October 10, 2015 Re: Negotiations for Lands Adjacent Camp Cove between Sts'ailes First Nation and Provincial Government</p> <p><u>Recommendation:</u></p> <p>THAT a letter be sent to Sts'ailes First Nation and the Provincial Government stating that the Village's interest are unaffected by this proposal, however, the Village supports and encourages the Province and Sts'ailes to continue working together in good faith to address the long-standing trespass issue.</p>	Item 12(b) Page 35
<p>(c) Report of Chief Administrative Officer/Corporate Officer – October 14, 2015 Re: Christmas Closure Schedule - 2015</p> <p><u>Recommendation:</u></p> <p>THAT the Village Office be closed on December 24, 2014 at noon, all day January 1, 2015 and re-open on Monday, January 4, 2016; and</p> <p>THAT Village staff be granted one half day with pay on December 24, 2015.</p>	Item 12(c) Page 37
<p>(d) Report of Chief Administrative Officer/Corporate Officer – October 14, 2015 Re: Celebrate Canada Funding Application – July 1, 2016</p> <p><u>Recommendation:</u></p> <p>THAT an application for funding from the Canadian Heritage Celebrate Canada program for the purposes of Canada Day celebrations for 2016 be submitted.</p>	Item 12(d) Page 39
<p>(e) Report of Chief Administrative Officer/Corporate Officer – October 14, 2015 Re: Interim Director of Finance</p> <p><u>Recommendation:</u></p> <p>THAT Corien Becker be appointed as Interim Director of Finance for the Village of Harrison Hot Springs.</p>	Item 12(e) Page 41

13. BYLAWS	
14. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)	
16. RESOLUTION TO CLOSE MEETING	
<p><u>Recommendation:</u></p> <p><u>MOTION FOR CONSIDERATION</u></p> <p>THAT the meeting be closed to the public, except for Council and senior staff and for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the <i>Community Charter</i> and to consider matters pursuant to:</p> <p>Section 90(1)(c) labour relations or other employee relations</p>	

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

DATE: September 14, 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/CO, Debra Key

ABSENT:

Recording Secretary: Jaclyn Bhatti

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

- Report of CAO – September 8, 2015
 Re: Approval for course for PADM 308 – MATI the Successful CAO

3. APPROVAL OF AGENDA

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Reyerse
Seconded by Councillor Hansen

THAT the Minutes of the Regular Council Meeting held on August 10, 2015 be adopted.

**CARRIED
UNANIMOUSLY**

Moved by Councillor Reyerse
Seconded by Councillor Piper

THAT the Minutes of the Special Council Meeting held on August 25, 2015 be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
September 14, 2015*

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

i. **Bylaws** Bylaw Notice Enforcement Amendment Bylaw No. 1073, 2015

ii. **Agreements**

iii.
**Committee/
Commission
Minutes**

iv.
Correspondence

- (a) Letter dated July 29, 2015 congratulating the Village of Harrison Hot Springs for achieving corporate carbon neutrality for 2014.
- (b) Letter dated August 24, 2015 from the BC Wildfire Service thanking the Village of Harrison Hot Springs for their thank you letter.
- (c) Letter dated August 27, 2015 from Buckingham Palace thanking the Village for informing the Queen of the September 9, 2015 gathering to celebrate Her Majesty becoming the longest-reigning Monarch of Canada.
- (d) Notice from the Fraser Valley Regional District regarding Household Hazardous Waste Day on Saturday, October 3, 2015.
- (e) Email dated September 6, 2015 from Greg Link of Charter Bus Lines thanking the Village for the new bus parking.

Moved by Councillor Reyerse
Seconded by Councillor Hansen

THAT Bylaw Notice Enforcement Amendment Bylaw No. 1073, 2015 be adopted and the correspondence be received.

**CARRIED
UNANIMOUSLY**

7. DELEGATIONS

None

8. CORRESPONDENCE

None

*Village of Harrison Hot Springs
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9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

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

Councillor Reyerse

- Attended the Tribute to the Queen flag raising.
- Provided the opening remarks for Bands on the Beach event.
- Commented that the Lakeside Car Show was a great event.

11. **REPORTS FROM MAYOR LEO FACIO**

- Reported that at the Fraser Valley Regional District meeting there was a delegation regarding WildSafe BC. They ask that you please report all bear sightings.
- Reported on the My Health, My Community Survey highlights.
- Reported that the Coastal Fire Centre's latest issue of Wildfire News is now available.
- Reported that a Welding Open House at Hope Senior Secondary is on Wednesday, September 30, 2015 to celebrate the new Welding Program at School District 78.
- Reported on the BC Hydro Community Champions Program.
- Reported on the Tribute to Queen flag raising event at the Plaza.
- Reported that the Village of Harrison Hot Springs was named one of the 10 most beautiful Villages in Canada by www.theculturetrip.com.
- Reported on the Community to Community forum that was held at Sts'ailes on August 20, 2015. The FVRD presented on the organics implementation.
- Thanked the many sponsors, Village crew and the committee of the Lakeside Car show for a successful event.
- Reminded everyone that the school zone speed limit is now in effect.
- Thanked everyone involved with Bands on the Beach. It was a great weekend with wonderful music.
- Reported that the RCMP were at the boat launch during the September long weekend checking boats and handing out a boat guide checklist.
- Reported on the Village front entrance signage to clarify even though it says "Resort Municipality Harrison Hot Springs" the municipality is still the "Village of Harrison Hot Springs"

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
September 14, 2015*

- Invited everyone to attend the Peace Officers and First Responders Appreciation Day in Agassiz on Sunday, October 25, 2015.
- Reminded everyone of two events this upcoming weekend in Agassiz; Agassiz Fall Fair and the Terry Fox Run.
- Commented on the Fortis BC Community giving program.
- Reported on the Kent-Harrison Joint Emergency Program meeting on September 2, 2015. Reminded everyone to be prepared in the event of an emergency.
- The RCMP Upper Fraser Valley Regional Detachment Regimental Ball will held on Saturday, October 24, 2015 at the Harrison Hot Springs Resort and Spa.
- Advised that there is a call for nominations for the British Columbia Medal of Good Citizenship.
- Reported on rationale for the Water Restriction Policy.
- Reported that Family Support and Respite will be offering a free 10 week education course in Mission titled Strengthening Families Together.
- Reported that Electric Vehicle Charging Stations are available in the Village and that the two stations at Memorial Hall are "Tesla" and the one at Tourism Harrison is for a standard electric vehicle.

12.

REPORTS FROM STAFF

Report of Chief Administrative Officer/CO – August 18, 2015

Re: Proposed "Fraser Valley Regional District Sub-Regional Animal Control Service Area Amendment Bylaw No. 1335, 2015"

Moved by Councillor Buckley

Seconded by Councillor Hansen

THAT Council consents to the Fraser Valley Regional Districts Sub-Regional Animal Control Service Area Amendment Bylaw No. 1335, 2015.

**CARRIED
UNANIMOUSLY**

Report of Chief Administrative Officer/CO – September 1, 2015

Re: Special Occasion Licence Application – Harrison Festival of the Arts

Moved by Councillor Buckley

Seconded by Councillor Reyverse

THAT Council approve the endorsement of the Harrison Festival of the Arts Special Occasion Licence Applications for the period September 6, 2015 to May 2016.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
September 14, 2015*

Report of Chief Administrative Officer/CO – September 1, 2015
Re: Additional Signage – Water Safety & Drowning Awareness

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT appropriate signage be installed that promotes water safety and drowning prevention awareness.

**CARRIED
UNANIMOUSLY**

Report of Chief Administrative Officer/CO – September 8, 2015
Re: Updated Signing Authorities

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT one of each of the following groups be authorized as signing officers for the Village of Harrison Hot Springs:

Mayor Leo Facio, Councillors John Buckley, Sonja Reyerse, John Hansen and Samantha Piper; and

Chief Administrative Officer/Corporate Officer, Debra Key; Director of Finance, Dale Courtice and Manager of Revenue Services, Tracey Jones.

**CARRIED
UNANIMOUSLY**

Report of Chief Administrative Officer/CO September 8, 2015
Re: Approval for course for PADM 308 – MATI the Successful CAO

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT Council approve the CAO's attendance at the MATI course from October 4 – 9, 2015.

**CARRIED
COUNCILLOR PIPER OPPOSED**

13.

BYLAWS

None

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
September 14, 2015*

14.

QUESTIONS FROM THE PUBLIC

Q: Regarding the Animal Control Bylaw – will they be following our bylaws or the Fraser Valley Regional district bylaws?

A: It will be discussed with the FVRD.

Q: If the FVRD takes over, how much control will the Village have over the FVRD? If they are over enthusiastic or not good enough.

A: I can't answer that question as we have not dealt with them yet.

Q: The discussion and presentation from FVRD was that they will be enforcing our bylaws. Have they approved our bylaws as actually being enforceable?

A: We passed a resolution to have the service.

Q: Are they providing bylaw enforcement?

Q: What service are you contracting for? Is it bylaw enforcement?

A: Yes to look after dogs in the community.

Q: Does that mean the Village Bylaw Enforcement Officers will not be involved in any dog bylaw action?

A: Yes they will be consulted if needed.

Q: So, they will not enforce bylaw they will just move the problem dogs?

A: No, they will also be patrolling the Village like our Bylaw Enforcement Officers do and take care of the animal issues.

15.

RESOLUTION TO CLOSE MEETING

Moved by Councillor Reverse

Seconded by Councillor Buckley

THAT the meeting be closed to the public at 7:36 p.m., except for Council and senior staff and for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

Section 90(1)(c) labour relations or other employee relations

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 25, 2015

FROM: Lisa Grant **FILE:** 2240-20-03-03
Manager of Development and Community Services

SUBJECT: Amendment to Resort Development Strategy and Events Service Agreement

ISSUE:

The Province has extended the Resort Municipality Initiative (RMI) funding until 2017, requiring an amendment to the Resort Development Strategy (RDS).

BACKGROUND:

RMI is an economic development incentive program for resort communities. The RMI program provides funding equivalent to the 2% collected as part the MRDT (Hotel Tax) up to 10.5 million, which is distributed amongst all 14 RMI communities. It should be noted that the RMI funds are not equally divided amongst communities but is based on revenues generated by the 2% Hotel Tax. The Hotel Tax funds go to our Destination Marketing Operator (DMO); for the Village, this is Tourism Harrison.

RMI funds are meant for investment in tourism infrastructure for resort communities where the primary economic driver is tourism. Under the RMI guidelines eligible projects include:

- Resort infrastructure (capital projects) – minimum of 70% of annual funds
- Resort services (programs and events) – maximum of 30% of annual funds
- Operation/Maintenance – maximum of 10% of annual funds

A Resort Development Strategy (RDS) identifies projects and guides how RMI funds are spent. Our current RDS covers 2012-2016. The following capital projects have been completed with RMI funds:

- Front Entrance
- Beachfront Play Equipment
- Waste Containers
- Esplanade Avenue Streetscape Improvement – Block One

DISCUSSION:

In 2014, the Province undertook an evaluation of the RMI program. As an outcome of this evaluation, the program was extended to 2017. However, there is no guarantee that the program will be continued past 2017. Therefore, the Village must plan carefully how the remaining funds will be distributed and projects that will be funded.

The Provincial Government provided an estimate of RMI funding for 2015-2017, it is decreasing from previous years to extend the program to 2017. In light of these changes, the Village is required to amend our RDS to extend to 2017. This presented an opportunity to re-evaluate current RDS projects and re-focus projects where needed.

The RDS currently identifies the following projects:

Streetscape Improvements	On-going	<ul style="list-style-type: none"> ➤ Esplanade Ave Streetscape Improvement (Phase One) ➤ Front Entrance ➤ Street Banners
Beach and Lagoon Improvements	On-going	<ul style="list-style-type: none"> ➤ Playground equipment ➤ Garbage containers
Trail Development	Not completed	*Trail development is focused on the East Sector Regional Park that is being established. Project led by the FVRD
Festivals and Events	On-going	➤ Service contract with Tourism Harrison for event management
Hot Springs Source Improvements	Not completed	*Property owner is undertaking this project, the Village's involvement is limited to the approval process. RMI funds are not anticipated to be spent on this project.
Rendall Park Lock Blocks	Not completed	
Rendall Park Washrooms	Not completed	Funds from a different grant are being directed to the beach washrooms located at the Plaza & Lagoon.

RDS Amendment

With just over two years remaining in the RMI program, staff has reevaluated the current proposed RDS projects. As noted above, Rendall Park projects, hot springs source and trail development were not completed under the RMI program. The Rendall Park washroom project was shifted to the main beach washrooms utilizing other funding, trail development evolved into a Regional District project to establish a regional park in the East Sector, and the resort owner was no longer interested in a joint funded project for an upgrade at the hot spring source (this is something they want to pursue on their own).

In light of these changes, this allowed for a reevaluation of RMI projects. The RDS amendment aims to establish the following categories:

- **Streetscape Improvements: Esplanade Avenue Revitalization Project (Block Two)** – This project will continue the work achieved in Esplanade Avenue Block One which will include widened sidewalk, raised crosswalks, landscaping and new street furniture.
- **Streetscape Improvements** – This is a more generalized category of streetscape improvements that may include street banners, landscaping & new planters, Wi-Fi for the plaza, bicycle racks, public art, electronic sign, street lighting, and other such municipal tourism amenities.
- **Beach and Lagoon Improvements** – The project will focus on the waterfront and improvements, specifically, a more accessible lagoon walkway, improved landscaping that will utilize goose deterrent materials, a lake viewing area, improved seating and interpretative signage.
- **Events and Programing** – Continuing to support events, funds will be used for events costs. Events management will be funded by general revenue and will be incorporated into staff duties. RMI funding will allow for funds to be dedicated to new events for Tourism Harrison. A more comprehensive explanation is available below.

The amended RDS project lists is provided in Attachment A for information.

The following funds are proposed to be allocated to the above RMI projects:

Streetscape Improvements – Esplanade Avenue Block Two	\$580,000	56% of RMI Funds
Streetscape Improvements	\$110,000	11% of RMI Funds
Beach and Lagoon Improvements	\$183,892	18% of RMI funds
Events and Programing	\$153,000	15% of RMI Funds

Events Contract Agreement

In light of the changes to the RMI program, staff and Tourism Harrison have been in discussions about how to proceed with the service delivery of events. There are three options moving forward for the remaining guaranteed years of the RMI program:

1. Continue with the service agreement and the allocated \$78,000 of annual RMI funds. The 2015 Events Management Plan is provided in Attachment B.
2. Terminate the events service agreement. Events could be split in the following manner:

Village of Harrison Hot Springs	Tourism Harrison
Family Day	Wine Festival
Sasquatch Days	Slow Food Tour
Canada Day	Bands on the Beach
Harrison Festival of the Arts	Bald Eagle Festival
Classic Car Show	Beer Festival
Festival of Lights (lights for trees)	Passport to Christmas
Breakfast with Santa	

This split represents a division based on the following:

Village Events

- Events traditionally overseen by the village;
- Events with a community-element; and
- Attracts visitors to the community, but may not generate overnight stays.

Tourism Harrison Events:

- Promotes overnight stays;
- Generally cost neutral (or the potential to become cost neutral); and
- May take place partially in Harrison and a neighbouring community.

Under the proposal, the following events will continue to be funded by RMI:

- a. Sasquatch Days
- b. Festival of the Arts
- c. Canada Day
- d. New event development

Approximately \$10,000 will be designated for new event development and/or to assist Tourism Harrison with their existing events. This will help to ensure that new event development continues focusing on growth of overnight stays. In regards to other events previously funded by the RMI, these will be funded by grant (e.g. provincial government offered grants for Family Day events, federal funding for Canada Day celebrations, etc.), or from general revenues.

In total, \$153,000 is proposed to be designated from RMI funds to events for 2015-2017. This is an approximate savings of \$81,000 over the current system. If Council maintains the current service agreement approximately \$234,000 would be assigned to events and event management from 2015-2017.

The management of events by the Village will be incorporated into regular staff duties, similar to how events were administered prior to the service agreement.

3. The final option for Council to consider is funding events entirely using general revenues and direct all RMI funds into infrastructure projects. This would result in an additional \$75,000¹ (2016/17) for infrastructure projects. Funding for events would then be decided during the budgeting process on an annual basis. Although as mentioned above, certain events may be eligible for funding through federal and provincial government grants.

CONCLUSION:

Staff is recommending that Council approve the Resort Development Strategy as amended endorsing the above noted projects, and moreover, that option two be endorsed for event delivery moving forward.

¹ \$75,000 is the total RMI funds proposed to be allocated in 2016 and 2017 for events. The \$78,000 for 2015 is already given to Tourism Harrison for 2015 Events as required by the Service Agreement for Events Management.

RECOMMENDATION:

THAT Council approve option two as outlined in the above report;

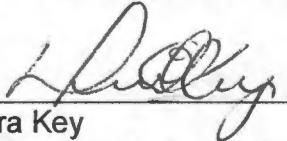
AND THAT the Events Service Agreement be terminated;

AND THAT the Resort Development Strategy be approved as shown in Attachment A.

Respectfully submitted for your consideration;



Lisa Grant
Manager of Development and Community Services

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Debra Key
Chief Administrative Officer/Corporate Officer

RDS Amendment

Project Title	Streetscape Improvements: Esplanade Avenue Revitalization Project (Block Two)	
Project description	This project will continue to work undertaken in the first phase of Esplanade Avenue Streetscape Improvement project. As with the first phase, this phase will include promenade development, new street furniture, pedestrian lighting, and landscaping. The goal is to create a pedestrian-friendly space that shifts focus away from the automobile. Project forms part of large streetscape improvement works undertaken by the Village.	
Project rationale	The project assists with strengthening the Village downtown core, fosters investment by businesses in their building facades, expansion, etc. It also creates a greater sense of place and vastly improves the aesthetics of the waterfront and our front street. As a resort community it is crucial that the waterfront is appealing, has a strong sense of place and creates a destination.	
Milestones	Anticipated Start Date	Spring 2016
	Completion Date	Spring 2016
	Operational Date	Summer 2016
Goal(s) – Identify both the RDS goal(s) the project supports and the project goal(s)	RDS Goal 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: To develop a more attractive Village streetscapes with a major infrastructure project that will focus on expanding pedestrian space and improving the overall aesthetics of our front street. The project will assist with adding vibrancy to the street and a sense of place. This will assist with improving visitor satisfaction and have a performance goal of increasing tourism visitor rates by 15% in 5 years over 2011 rates.	
	RDS Goal 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: To enhance the front street to support the lodging, shopping, and dining experiences within the municipality. The streetscape improvements create a pedestrian promenade and allows businesses (primarily food) to expand into the sidewalk area creating additional seating options and enhancing the street atmosphere.	
	RDS Goal 6: Cooperative Partnerships	
	Project Goal: To work with merchants and local groups such as the Agassiz-Harrison Chamber of Commerce in order to further enhance our village centre revitalization and improvements that encourage more social and business interactions.	
Additional Benefits	Economic, Social, and Cultural	
Performance evaluation and monitoring technique(s) that will be used to evaluate	Building permit and licence to occupy municipal property applications, site visits, visual documentation, user satisfaction surveys and visitation rates.	

outcomes		
Funding sources	RMI Funding	\$580,000 (70% RMI)
	Municipal Funding	n/a
	Other: (Identify)	\$260,000 (30% Gas Tax)
Cost of project	\$840,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title	Streetscape Improvements	
Project description	<p>Streetscape Improvements will focus on several minor projects that improve the overall tourism infrastructure in the Village associated with the Village core and other street areas of tourism focus and importance.</p> <p>Projects may include: Street banners, landscaping & new planters, additional Christmas lights, wifi for the plaza, bicycle racks, public art, electronic sign, street lighting and other such municipal tourism amenities.</p>	
Project rationale	The goals support the Village core business revitalization, developing the destination and enhancing the visitor experience.	
Milestones	Anticipated Start Date	Summer 2015
	Completion Date	2017
	Operational Date	2015-2017 (multiple stages)
Goal(s) – Identify both the RDS goal(s) the project supports and the project goal(s)	RDS Goal 1: Enhance Visitor Experience and Satisfaction	
	Project Goal: To develop a more attractive village centre and improve critical streetscape areas. A variety of small projects will make up this project and will focus on initiatives that would lead to higher visitor satisfaction and better visitor experience to support the performance goal of a 15% tourism visitation rate increase in 5 years over 2011 levels.	
	RDS Goal 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal 4: To enhance the Village centre and tourism corridor streetscapes to support lodgings, shopping, and dining experiences within the municipality.	
	RDS Goal 6: Cooperative Partnerships	
	Project Goal 6: To work with Merchants and other groups such as the Agassiz-Harrison Chamber of Commerce in order to facilitate the Village centre revitalization and improvements that would support the facilitation of business and social interaction.	
Additional Benefits	Economic, social, cultural and environmental	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, and visitation rates.	
Funding sources	RMI Funding	\$110,000 (100% RMI)
	Municipal Funding	
	Other: (Identify)	
Cost of project	\$110,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title	Events & Programing	
Project description	Events and festivals are an important offering for visitors and a tourism economy. They serve two purposes: the first, they offer a reason for people to visit the Village, and second provide entertainment and/or activities for people already visiting the community.	
Project rationale	To develop a pull mechanism to attract tourists and to add value to the existing tourism product, in order to diversify and expand the market share.	
Milestones	Anticipated Start Date	2015
	Completion Date	2017
	Operational Date	2015-2017
Goal(s) – Identify both the RDS goal(s) the project supports and the project goal(s)	RDS Goal 1: Increase Tourism Awareness	
	Project Goal: Raise the level of awareness about the quality of arts and cultural programing available to tourists in Harrison Hot Springs and in the Province of BC. By providing funding, events and festivals can be held throughout the year and specifically target slow periods. The goal is to increase tourism visitation rates by 15% in a 5 years over 2011 levels.	
	RDS Goal 5: Diversify Seasonal Nature of the Tourism Industry	
	Project Goal: Develop year-round and also indoor events that would encourage economic diversification in the traditionally slower tourism should season (September to May).	
	RDS Goal 6: Cooperation Partnership	
	Project Goal: Work with community groups and existing event organizers, such as Harrison Festival Society, to attract new events by leveraging existing knowledge and resources.	
Additional Benefits	Economic, Cultural and Social	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates, rates of requests for information at the Visitor Centre.	
Funding sources	RMI Funding	\$153,000 (100% RMI)
	Municipal Funding	
	Other: (Identify)	
Cost of project	\$153,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title	Beach and Lagoon Improvement:	
Project description	Beach and Lagoon Improvements will focus on several potential projects that improve the overall tourism infrastructure in the Village associated with the waterfront area. The goal is to create a more accessible lagoon walkway, improved landscaping that will assist with geese deterrence, a lake viewing area, and improved seating and interpretative signage. The goal is to enhance the beach and lagoon areas in a similar and cohesive manner similar to aesthetic achievements gained along the Esplanade Avenue's streetscape improvements.	
Project rationale	The lake and lakeshore area are tourist focal points. Many people come to the Village of Harrison Hot Springs to partake in lake and beach recreational activities. Improvements to the beach and lagoon areas will enhance and strengthen tourism infrastructure. As a resort community it is crucial that the waterfront is appealing, has a strong sense of place and creates a destination.	
Milestones	Anticipated Start Date	2016
	Completion Date	2017
	Operational Date	2017
Goal(s) – Identify both the RDS goal(s) the project supports and the project goal(s)	RDS Goal 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: Develop and improve lagoon and beach areas with projects that focus on enhancing the aesthetics and accessibility of the lagoon walkway as well as creating viewing points along the waterfront. These activities would enhance the tourism infrastructure and lead to higher visitor satisfaction and improve the overall visitor experience. A performance goal of 15% tourism visitation rate increase in 5 years over 2011 levels is anticipated.	
	RDS Goal 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: The lakeshore and beach areas are important tourism assets for the Village. Investment and enhancement of these areas are critical for continued growth in visitor satisfaction and growth of this economic sector.	
Additional Benefits	Economic, Social, and Cultural	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates, rates of requests for information at the Visitor Centre.	
Funding sources	RMI Funding	\$183,892 (100% RMI)
	Municipal Funding	
	Other: (Identify)	
Cost of project	\$183,892	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

*find nature...
just up the road*

Event Management Plan 2015

Event Management Plan 2015

*find nature...
just up the road*

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Event Management Plan 2015

*find nature...
just up the road*

Introduction

Tourism Harrison is a Destination Marketing Organisation set up under the Province's Municipal and Regional District Tax program. The vision of Tourism Harrison is to:

"Welcome the world to the Village of Harrison Hot Springs, a year round resort community on the shores of Harrison Lake offering naturally refreshing experiences for all."

As a destination marketing organisation Tourism Harrison's mission is:

"Leading and working with a group of regional partners, Tourism Harrison will grow tourism through a sustained and innovative marketing program."

Tourism Harrison conducts event management as a separate activity under a Service Agreement with the Village of Harrison Hot Springs with quarterly reporting of events results and plans.

Event Coordination Activities

Tourism Harrison undertakes three general types of activities related to events for the Village of Harrison Hot Springs. For a small, select number of events Tourism Harrison acts as the event manager. For all the other events, Tourism Harrison provides coordination and promotional activities as set out in this diagram:

Activity		Description
Event Management	→	Limited number of targeted HHS events/ end to end management
Event Coordination/ Promotion	→	Varying levels of support depending on event size, complexity, etc.
Event Attraction	→	Based on Event strategy undertake activities to attract events

Event Criteria

New events whether organized and managed by a third party or by Tourism Harrison will need to meet specific criteria to be included in the Tourism Harrison portfolio. Events that Tourism Harrison will target or support must meet the majority of the following criteria:

Event Management Plan 2015

*find nature...
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- Attract tourists from the Fraser Valley and GVRD
- Encourage overnight stays
- Do not exceed our logistical capacity
- Encourage shoulder season visits
- Have a positive economic impact on the local economy
- Are consistent with the Harrison Hot Springs Brand
- Fill in the gaps in the tourism calendar and do not overload current busy periods
- Create clear value for effort/investment required

Complete Event Schedule 2015

The objective for 2015 is to build on the existing slate of events improving the events and making them more successful tourist events. Where and when possible we will attract new tourist focused events and implement new events that encourage overnight stays. In 2015 a new small scale Wine Festival will be organized by Tourism Harrison.

2015 Proposed Event Schedule			
Date	Event	Organizer	Event Coordinator Role
Feb 7-8	Family Day	Tourism Harrison	Management
April 15 - 30	Tulip Festival	Last two weeks of April	Coordination
April 11	Fly Fishing Film Tour	Tourism Harrison/BCSFG	Coordination
April 18	Harrison Wine Festival	Tourism Harrison	Management
June 13/14	Sasquatch Days	Sts'ailes	Coordination & management
July 1	Canada Day	Tourism Harrison	Management
July 11 - 19	Harrison Festival of the Arts	Harrison Festival	Coordination
July 25	Dragon Boat Festival	Fraser Valley Dragon Boat	Coordination
July 25	Slow Food Cycle Tour	Tourism Harrison	Management
August 9	Healing Wheels	Border Guards	Management
August 15	Lakeside Car Show	Tourism Harrison	Management
Aug 29/30	Hobie Cat Tournament	Hobie Cat Association	Coordination
Sept 5/6	Bands on the Beach	Tourism Harrison	Management
Oct 16/17	Beer Festival	Tourism Harrison	Management
Nov 4-6	Harrison Sturgeon Tournament	BC Sport fishing Group	Coordination
Nov 28/29	Bald Eagle Festival	Tourism Harrison	Management
Dec 1 -	Spirit of the Holidays	Tourism Harrison	Management
	- Festival of Trees	Tourism Harrison	Management
	- Passport to Christmas	Tourism Harrison	Management

Event Management Plan 2015

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Event Management Budget Proposal – 2015 RMI Funded or managed Events only

2015 RMI Event Overview		Event Mngt. Fee	RMI Funded Event expenses	Total RMI Event funding
Feb 7/8	Family Day	2,400	7,900	10,300
April 17/18	Harrison Uncorked - wine festival	3,600	1,400	5,000
June 13/14	Sasquatch Days	1,000	11,200	12,200
July 1	Canada Day	2,000	5,000	7,000
July 11 -19	Harrison Festival of the Arts	-	12,500	12,500
July 25	Slow food Cycle Tour	2,000	-	2,000
August 15	Classic Car Show	800	1,500	2,300
Sept 5/6	Bands on the Beach	1,000	5,000	6,000
Oct 16/17	Harrison Beer Festival	4,000	-	4,000
Nov 28/29	Bald Eagle Weekend	1,000	1,600	2,600
Nov 29-Jan 1	Festival of Trees (Christmas tree light funding)	400	1,000	1,400
Nov 27-Dec 19	Passport to Christmas	1,200	1,200	2,400
December 12	Magic of Christmas			-
	2015 Event Operations, inquiries, etc.	6,000		6,000
	Event Administration and reporting	2,700		2,700
	2016 Event Planning	1,600		1,600
Event Management Expense - Fee for service		29,700	48,300	78,000

Please Note:

Our event management fee is charged for the services that we supply for each event. Our involvement ranges from light coordination and facilitation to 100% management.

Events not receiving RMI expense funding are either expected to be breakeven or are funded directly by Tourism Harrison as part of its marketing sponsorships.

Please note that Appendix 1 contains a detailed description of all events funded by RMI designated funding.

Appendix 1

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Table of Events

- A-2 Family Day
- A-3 Wine Festival
- A-4 Sasquatch Days
- A-5 Canada Day
- A-6 Harrison Festival of the Arts
- A-7 Slowfood Cycle Tour
- A-8 Lakeside Car Show
- A-9 Bands on the Beach
- A-10 Harrison Beer Festival
- A-11 Bald Eagle Festival
- A-12 Christmas Crawl
- A-13 Breakfast with Santa

Appendix 1

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Event Title	Family Day	
Event Description	Family Day is a two day event planned for the Family Day weekend that will utilize two major indoor facilities in Harrison providing fun recreational activities for the entire family.	
Event Rationale	With February typically a slow month, this two day event has been designed to bring tourists in for a 2 or 3 day stay with their entire family. This event will be accompanied by an extensive ad campaign to build awareness of Harrison as a family destination.	
Event Dates	February 7/8	
Event Goals	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: Raise the level of awareness of Harrison Hot Springs as a great destination for families in the winter.	
	RDS Goal: Enhance Visitor Experience	
	Project goal: By creating a significant Family Day experience the Resort Community is able to attract city visitors to spend this weekend in Harrison.	
	RDS Goal: Increase Tourism Awareness	
	Project goal: This events provide a great experience for residents who will understand that it would not be possible without the tourism dollars.	
Additional Benefits	A significant Family Day event has the additional benefit of providing residents with a great experience as a reward for sharing their community with tourists.	
Event Outcomes and Evaluation	The event will bring in tourists from Vancouver and help to increase the occupancy of local hotels for this new holiday weekend.	
Funding Sources	RMI	\$ 10,300.00
	Sponsors	\$ 500.00
	Ticket/Fees	1,500.00
Cost of Event		\$ 12,300.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

Appendix 1

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Event Title	Wine Festival	
Event Description	A one day wine festival to focus on BC wines	
Event Rationale	This event is in the planning stages and will focus on bringing approximately 15 BC wineries to Harrison for a festival in Memorial Hall and potential opportunities to work with local restaurants.	
Event Dates	Late April/Early May?	
Event Goals	RDS Goal: Diversify Seasonal Nature of the Tourism Industry	
	Event Goal: By organizing this event on a traditionally slow weekend in a shoulder season hotel occupancy should be positively impacted.	
	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: Raise the level of awareness of Harrison Hot Springs with a new demographics	
	RDS Goal: Enhance Visitor Experience	
	Project goal: The Harrison Wine Festival would offers an enjoyable indoor experience when the weather outside is less than ideal	
Additional Benefits	The Wine Festival will be a fun event that benefits both residents and visitors alike.	
Event Outcomes and Evaluation	The event will enhance the experience of tourists here for the weekend and potentially increase occupancy rates	
Funding Sources	RMI	\$ 5,000.00
	Sponsors	\$ 1,000.00
	Ticket/Fees	6,250.00
Cost of Event		\$ 12,250.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

Appendix 1

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Event Title	Sasquatch Days	
Event Description	Sasquatch Days is an intercultural event that is jointly sponsored by the Village of Harrison Hot Springs and Sts'ailes. It features First Nations ceremonies, war canoe races and a craft market	
Event Rationale	This event was organized to build a stronger relationship with Sts'ailes and to kick off the Tourist season in early June. It is a perfect vehicle for significant promotional activities at a time when most families are planning their summer vacations.	
Event Dates	June 13/14	
Event Goals	RDS Goal: Increase Tourism Awareness	
	Event Goal: Raise the level of awareness with local residents of the benefit of tourism focusing on First Nations history.	
	RDS Goal: Diversify Seasonal Nature of Tourism Industry	
	Project goal: By creating a major event in early June this event effectively moves the start of the tourist season up from early July.	
	RDS Goal: Cooperative Partnerships	
	Project goal: This event builds a strong intercultural relationship with the Sts'ailes First Nations	
Additional Benefits	Well tracked by the media because of its First Nations aspect and its historical roots.	
Event Outcomes and Evaluation	The event attracts numerous First Nations groups and approximately 60 war canoes. Participants number in the 100's and with family and spectators there is an inflow of 500+ visitors. Most participants stay overnight, some in hotels, some in RV parks.	
Funding Sources	RMI	\$ 12,200.00
	Sponsors	\$ 1,000.00
	Ticket/Fees	
Cost of Event (St'ailes and Harrison)		\$ 25,000.00
Event manager	St'ailes/Tourism Harrison	
Operating Responsibilities	Organization	St'ailes
	Financing	St'ailes

Appendix 1

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Event Title	Canada Day	
Event Description	Canada Day is a day for both Tourists and Residents in Harrison Hot Springs.	
Event Rationale	This event is an important tourist draw for the community as City dwellers look for an opportunity to experience small town Canada Day.	
Event Dates	July 1st	
Event Goals	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: Raise the level of awareness of Harrison Hot Springs for its small town feel with memorable events and festivities.	
	RDS Goal: Enhance Visitor Experience	
	Project goal: By creating a significant Canada Day experience the Resort Community is able to attract city visitors to spend their holiday in Harrison.	
	RDS Goal: Cooperative Partnerships	
	Project goal: This event builds a strong relationship with a wide variety of community partners	
Additional Benefits	A significant Canada Day event has the additional benefit of providing residents with a great experience as a reward for sharing their community with tourists.	
Event Outcomes and Evaluation	The event brings results in all hotels in Harrison Hot Springs being at 100% occupancy and attracts 5-8,000 day trippers.	
Funding Sources	RMI	\$ 7,000.00
	Sponsors	\$ 2,000.00
	Ticket/Fees/other	\$ 3,000.00
Cost of Event		\$ 12,000.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

Appendix 1

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Event Title	Harrison Festival of the Arts	
Event Description	This 10 Day Festival brings performers from across Canada and the world to perform in Harrison Hot Springs. In addition the Festival organizes two weekends of high caliber art and craft markets.	
Event Rationale	This event is the most significant event organized in Harrison Hot Springs bringing in thousands of visitors both overnight and day trippers.	
Event Dates	July 11-19	
Event Goals	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: This event is well know across BC and Canada and plays a significant role in raising the awareness of Harrison as a Festival destination	
	RDS Goal: Enhance Visitor Experience	
	Project goal: This event provides nearly two weeks of activities including free outdoor concerts that attract significant numbers of overnight visitors.	
	RDS Goal: Cooperative Partnerships	
	Project goal: The success of this event is based on a strong partnership between the Festival Society, Tourism Harrison and the Village.	
Additional Benefits	This event has significant community support and provides residents with a world class festival in their community.	
Event Outcomes and Evaluation	The event brings results in many thousands of visitors coming to Harrison Hot Springs. In addition to thousands of day trippers this event attracts significant numbers of overnight stays increasing hotel occupancy to approximately 80% during this 10 period.	
Funding Sources	RMI	\$ 12,500.00
	Sponsors	
	Ticket/Fees/other	
Cost of Event		
Event manager	Harrison Festival Society	
Operating Responsibilities	Organization	Harrison Festival Society
	Financing	Harrison Festival Society

Appendix 1

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Event Title	Slow Food Cycle Tour	
Event Description	The Slow Food Cycle Tour brings visitors to the Harrison region to undertake a bike tour through the various farm and food producers in the immediate area.	
Event Rationale	This event promotes the Harrison region in terms of local food and farming and as an ideal place for rural bike riding.	
Event Dates	July 25 or 26	
Event Goals	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: Raise the level of awareness of Harrison Hot Springs as a great biking destination with flat country roads and promote Circle Farm Tours	
	RDS Goal: Support the Development & Enhancement of Local Tourism Assets	
	Project goal: The Circle Farm Tour is a key tourism asset for the region and this event helps sustain the farms and promote the tour.	
	RDS Goal: Cooperative Partnerships	
	Project goal: This event builds a strong relationship with Local Farmers and specialty food producers	
Additional Benefits	This event is a key component of the overall branding of Harrison Hot Springs as a naturally refreshing destination	
Event Outcomes and Evaluation	The event brings hundreds of bikers to the region with a significant number staying overnight.	
Funding Sources	RMI	\$ 2,000.00
	Sponsors	\$ -
	Ticket/Fees/other	\$ 8,000.00
Cost of Event		\$ 10,000.00
Event manager	Tourism Harrison/Tourism Chilliwack	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

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Event Title	Classic Car Show	
Event Description	Classic Car show that brings 100 plus cars to the Esplanade for display and includes prizes, entertainment and food.	
Event Rationale	To ensure visitors both day trippers and overnight guests have value adding entertainment. This event is meant to enhance the visitor experience.	
Event Dates	15-Aug	
Event Goals	RDS Goal: Enhance Visitor Experience and Satisfaction	
	Event Goal: This event provides a great visual attraction for both car enthusiasts and other Harrison visitors	
	RDS Goal: Increase awareness of Harrison Hot Springs	
	Project goal: The classic car show provides Tourism Harrison the opportunity to promote Harrison with car enthusiasts	
Additional Benefits	This event also enhances the living experience of local residents, some of whom participate in this event.	
Event Outcomes and Evaluation	The event brings 100+ classic cars to the village and many hundred day trippers.	
Funding Sources	RMI	\$ 2,300.00
	Sponsors	\$ 500.00
	Ticket/Fees/other	
Cost of Event		\$ 2,800.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

Appendix 1

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Event Title	Bands on the Beach	
Event Description	Bands on the Beach is a two day festival the features music from a variety of local and regional performers.	
Event Rationale	This event is a key tourism asset for the labour day long weekend when Harrison Hot Springs has lots of overnight visitors. It also attracts a large number of day trippers which then helps the Festival craft market	
Event Dates	Labour Day weekend	
Event Goals	RDS Goal: Enhance Visitor Experience	
	Event Goal: This event creates a wonderful festival experience offering music free of charge	
	RDS Goal: Raise the level of awareness of Harrison Hot Springs for its small town feel with memorable events and festivities.	
	Project goal: Harrison has built a reputation for great music and this two day festival helps to further establish this reputation	
	RDS Goal: Increase Tourism Awareness	
Additional Benefits	Project goal: This events helps residents see the importance of tourism for supporting the local economy	
	Great event for residents and tourists alike.	
Event Outcomes and Evaluation	The Labour Day weekend operates at 100% occupancy and this event then brings in several thousand day trippers that help stimulate the local economy.	
Funding Sources	RMI	\$ 6,200.00
	Sponsors	\$ 5,000.00
	Ticket/Fees/other	\$ -
Cost of Event		\$ 11,200.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

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Event Title	Harrison Beer Festival	
Event Description	A two day festival focusing on Craft Beer offering three separate events.	
Event Rationale	This event has been placed on what is traditionally one of the slowest weekends of the year to encourage overnight stays. By having 3 events over two days and discouraging drinking and driving hotel occupancy is increased to nearly 100%	
Event Dates	October 17 & 18	
Event Goals	RDS Goal: Diversify Seasonal Nature of the Tourism Industry	
	Event Goal: By organizing this event on a traditionally slow weekend in a shoulder season hotel occupancy is significantly improved	
	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: Raise the level of awareness of Harrison Hot Springs with a younger demographics	
	RDS Goal: Enhance Visitor Experience	
	Project goal: The Harrison Beer Festival offers a rich experience for those visiting Harrison at a time when there is less to do outside.	
Additional Benefits	This event is attractive to a younger demographic then traditionally visit Harrison in the shoulder season and helps establish Harrison as a destination for this group.	
Event Outcomes and Evaluation	The event results in all hotels in Harrison Hot Springs being at close to 100% occupancy and attracts approximately 1000 visitors over the 3 events.	
Funding Sources	RMI	\$ 4,000.00
	Sponsors	\$ -
	Ticket/Fees/other	\$ 24,000.00
Cost of Event		\$ 28,000.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

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Event Title	Bald Eagle Weekend	
Event Description	The Harrison River attracts the largest congregation of Bald Eagles in North American and this event celebrates this phenomena with tours, photo expo and photography workshop.	
Event Rationale	This event was organized to profile Harrison and the Harrison River as a wildlife paradise and attract both day trippers and overnight guests.	
Event Dates	Nov 28 and 29	
Event Goals	RDS Goal: Diversify Seasonal Nature of the Tourism Industry Event Goal: This event takes places in late November and helps stretch out the tourist season. November is typically a slow month and this event has the benefit of filling rooms and attracting day trippers	
	RDS Goal: Increase Awareness of Harrison Hot Springs Event Goal: Raise the level of awareness of Harrison Hot Springs as a wildlife paradise	
	RDS Goal: Cooperative Partnerships Project goal: This event is organized in cooperation with the Fraser Valley Bald Eagle Festival and builds a stronger relationship with key partners in Harrison Mills.	
	Additional Benefits	
	Works well with promoting the Harrison Brand "Naturally Refreshed"	
Event Outcomes and Evaluation	Photo Expo attracts several 100 visitors, Photo workshop attracts a dozen participants, and the weekends boat tours are generally sold out.	
Funding Sources	RMI	\$ 2,600.00
	Sponsors	\$ -
	Ticket/Fees	\$ 1,500.00
Cost of Event		\$ 4,600.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison

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Event Title	Christmas Crawl	
Event Description	The Harrison Passport to Christmas is a three week event that has local retailers offering prizes, refreshments and Christmas goodies to attract local and visiting shoppers.	
Event Rationale	This event is organized to profile local Harrison retailers, attract local shoppers and enhance the experience of overnight visitors.	
Event Dates	Nov 27-Dec 19	
Event Goals	RDS Goal: Increase Awareness of Harrison Hot Springs	
	Event Goal: This event is intended to promote the shopping and retail experience in Harrison Hot Springs	
	RDS Goal: Enhance Visitor Experience	
	Project goal: This event is intended to provide overnight visitors with a wonderful Christmas shopping experience.	
	RDS Goal: Cooperative Partnerships	
	Project goal: This event helps to build a stronger relationship with local retailers.	
Additional Benefits		
Event Outcomes and Evaluation	This event brings several hundred shoppers to Harrison Hot Springs and entertains overnight visitors	
Funding Sources	RMI	\$ 2,000.00
	Sponsors	\$ 500.00
	Ticket/Fees/other	.
Cost of Event		\$ 2,500.00
Event manager	Tourism Harrison	
Operating Responsibilities	Organization	Tourism Harrison
	Financing	Tourism Harrison



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** October 10, 2015

FROM: Lisa Grant **FILE:** 0400-60
Manager of Development and Community Services

SUBJECT: Negotiations for Lands Adjacent Camp Cove between Sts'ailes First Nation and Provincial Government

ISSUE:

Sts'ailes First Nation (Sts'ailes) is requesting the Village's support on an on-going land negotiation with the Provincial Government.

BACKGROUND:

The Village received a letter from Sts'ailes concerning an on-going negotiation with the Provincial Government concerning a long-standing trespass of Morris Valley Road through a section of Sts'ailes First Nation IR #5. In an effort to address this issue, the Province and Sts'ailes are working to resolve it through compensation. In this case it will be lands located adjacent to the Camp Cove area on the west side of Harrison Lake (near Echo Island). These lands are not located within the Village's boundaries and have little, if any, impact on the Village

According to the letter from Sts'ailes, these lands have identified archeological sites and are part of the traditional use of the Sts'ailes peoples. Currently, the site is operated and managed for camping and recreational purposes by Sts'ailes. This negotiation will allow Sts'ailes to take ownership of the site as a fee simple parcel. However, as the letter expressed, Sts'ailes may seek to add these lands to their IR lands through the federal procedure 'addition to reserve'.

RECOMMENDATION:

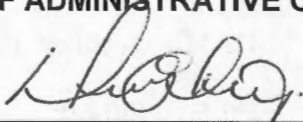
THAT a letter be sent to Sts'ailes First Nation and the Provincial Government stating that the Village's interest are unaffected by this proposal, however, the Village supports and encourages the Province and Sts'ailes to continue working together in good faith to address the long-standing trespass issue.

Respectfully submitted for your
consideration;



Lisa Grant
Manager of Development and Community Services

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Debra Key
Chief Administrative Officer

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

TO: Mayor and Council **DATE:** October 14, 2015
FROM: Debra Key,
Chief Administrative Officer/CO **FILE:** 2510-01
SUBJECT: Christmas Closure Schedule - 2015

ISSUE:

Hours of operation and closure of the Village Office between Christmas and New Years' Day.

BACKGROUND:

Historically the Village Office has been closed between Christmas and New Year, with the exception of 2014 where the Village Office remained open. This year, Christmas falls on a Friday and Boxing Day falls on a Saturday. In previous years, staff was granted a half day off with pay on Christmas Eve Day (December 24, 2015). New Years' day falls on Friday, January 1, 2016.

It is proposed that the Village Office be closed this year as the 2014 Christmas season resulted in very limited activity and business during that time. Employees would be required to take a total of three days (December 29, 30 and 31, 2015 (inclusive) as vacation, banked time off or days off without pay. The office would re-open on Monday, January 4, 2016.

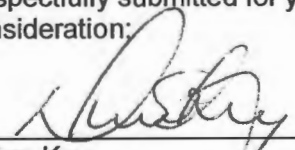
The Public Works crew shifts will continue throughout the holiday period with vacations granted as operational requirements permit.

RECOMMENDATION:

THAT the Village Office be closed on December 24, 2014 at noon, all day January 1, 2015 and re-open on Monday, January 4, 2016; and

THAT Village staff be granted one half day with pay on December 24, 2015.

Respectfully submitted for your
consideration:



Debra Key
Chief Administrative Officer/CO

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

TO: Mayor and Council **DATE:** October 14, 2015
FROM: Debra Key,
Chief Administrative Officer/CO **FILE:** 1855-02-01
SUBJECT: Celebrate Canada Funding Application – July 1, 2016

ISSUE:

Canadian Heritage Celebrate Canada Program for Canada Day, July 1, 2016.

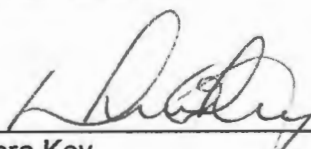
BACKGROUND:

Annually, the Village of Harrison Hot Springs has applied for Canada Day funding under the Celebrate Canada Program from the Canadian Heritage Branch. The deadline to submit the funding application has been changed and is now November 16, 2015.

RECOMMENDATION:

THAT an application for funding from the Canadian Heritage Celebrate Canada program for the purposes of Canada Day celebrations for 2016 be submitted.

Respectfully submitted for your
consideration;



Debra Key
Chief Administrative Officer/CO



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** October 14, 2015
FROM: Debra Key,
Chief Administrative Officer/CO **FILE:** 0550-01
SUBJECT: Interim Director of Finance

ISSUE:

To appoint an Interim Director of Finance

BACKGROUND:

With the departure of the previous Director of Finance, staff is currently undergoing the recruitment for a new Director. It is anticipated that the selection and interview process will occur during the last two weeks of October and fill the position within the next two months.

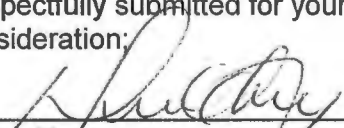
Staff has had contact with former CFOs and has secured interest from an experienced Financial Officer to fill the position on a contract basis in the interim until the Director of Finance position is filled. Corien Becker has agreed to provide contract services as the Director of Finance for the Village of Harrison Hot Springs. It is a requirement under s. 149 of the *Community Charter* that Council assign the responsibility for the financial administration of the municipality.

Accordingly, it is recommended that Corien Becker be appointed as the Interim Director of Finance.

RECOMMENDATION:

THAT Corien Becker be appointed as Interim Director of Finance for the Village of Harrison Hot Springs.

Respectfully submitted for your
consideration:


Debra Key,
Chief Administrative Officer/CO