



## VILLAGE OF HARRISON HOT SPRINGS

### NOTICE OF MEETING AND MEETING AGENDA

# COMMITTEE OF THE WHOLE

**DATE:** Wednesday, July 13, 2016  
**TIME:** 10:00 a.m.  
**LOCATION:** Council Chambers, Harrison Hot Springs

#### 1. CALL TO ORDER

Meeting called to order by Mayor Facio

#### 2. INTRODUCTION OF LATE ITEMS

#### 3. APPROVAL OF AGENDA

#### 4. ITEMS FOR DISCUSSION

- |     |  |                      |
|-----|--|----------------------|
| (a) | Report of Chief Administrative Officer – July 11, 2016<br>Re: Dog Park<br><br><u>Recommendation:</u><br><br>THAT Council consider this report for information.   | Item 4(a)<br>Page 1  |
| (b) | Report of Corporate Services Clerk – July 11, 2016<br>Re: 'No Dumping' Signage on McCombs<br><br><u>Recommendation:</u><br><br>THAT Council direct staff on the preferred option.  | Item 4(b)<br>Page 9  |
| (c) | Letter dated July 4, 2016 regarding traffic volume and speed on Eagle Street.  | Item 4(c)<br>Page 13 |
| (d) | Report of Deputy Chief Administrative Officer/Corporate Officer – July 11, 2016<br>Re: Tribute to John Willison Green – February 12, 1927 – May 28, 2016<br><br><u>Recommendation:</u><br><br>THAT Council pay tribute to John Willison Green by recognizing him for his work in the community and consider dedication of his name in some manner. | Item 4(d)<br>Page 17 |

- (e) Report of Deputy Financial Officer – July 11, 2016  
Re: Short-term Rentals

Item 4(e)  
Page 19

Recommendation:

THAT Council receives this report for information.

**5. ADJOURNMENT**



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COMMITTEE OF THE WHOLE

**TO:** Mayor and Council **DATE:** July 11, 2016  
**FROM:** Chief Administrative Officer **FILE:** 6120-01  
**SUBJECT:** Establishment of a Designated Dog Park for Harrison Hot Springs

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#### ISSUE:

The Village does not have a dedicated dog park.

#### BACKGROUND:

The issue of establishing a dog park has been considered by Council on a number of occasions. In 2013, the Village designated a portion of Rendall Park as an off-leash dog area on a trial basis, but the initiative was discontinued when residents complained about conflicts between off-leash dogs and other park users. In October of 2015 staff was directed to research the possibility of creating an off-leash dog area in Fire Hall Park.

#### DISCUSSION:

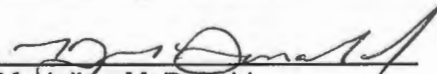
Fire Hall Park constitutes approximately 3 acres of treed property which lies east of the Harrison Hot Springs Fire Hall. An off-leash dog park could be located there provided that access and parking are established in such a way so as not to interfere with access to and from the Fire Hall and its dedicated parking lot. An access route for the Dog Park could be built on the north side of the property, and parking established behind, or directly east, of the Fire Hall parking. Four foot chain link fencing could contain an area of approximately 120m by 100m which would leave a buffer of approximately 10 meters between the residential properties to the south and east and the Harrison Hot Springs Elementary School. Man gates could be installed on the west and east sides for easy pedestrian access. Fencing could be configured to allow pedestrians to walk around the off-leash area on the existing trail system.

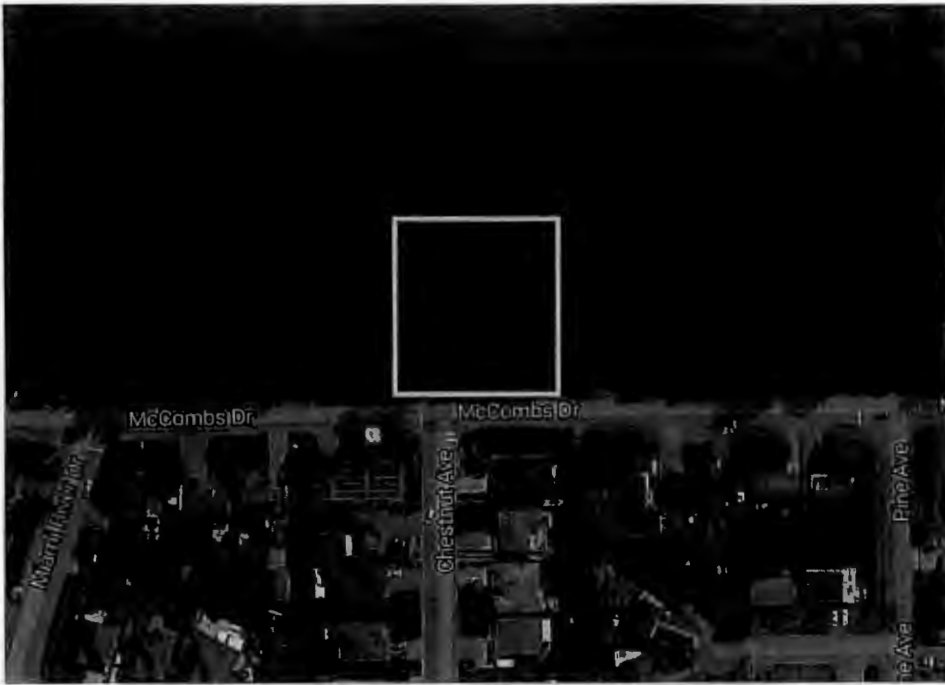
Improvements required would include the import of aggregate material to construct the access road and parking area, fencing and some minor clearing of brush and smaller vegetation, at an approximate cost of \$50,000 - \$60,000. Such improvements could be considered for inclusion in the 2017 budget through general taxation or gas tax funds.

#### RECOMMENDATION:

THAT Council consider this report for information.

Respectfully submitted,

  
Madeline McDonald  
Chief Administrative Officer



## 2016 Proposed Dog Park Locations

# Vedder Off-Leash Area



CITY OF  
**CHILLIWACK**

OPERATIONS

**Off-leash areas are a great place to let your pooch lose to run, play and enjoy a social environment. Before you unleash your dog in the designated park space, please remember the following;**

- Leash your dog while entering and exiting.
- Up to date rabies and license tags required.
- No puppies under 4 months, females in heat, sick dogs or aggressive / out of control dogs permitted.
- Keep your dogs within sight and under verbal control.
- No glass containers, food or toys (these can cause fights).
- Clean up after your dog. Remember to scoop the poop.
- Do not let your dog chase wildlife.
- No aggressive or out of control dogs permitted.
- Children must be supervised by an adult.
- Fill in all holes your dog digs.
- Help keep the park clean and work as a group.
- Park is open from dawn until dusk (daylight hours).
- Use the off-leash area at your own risk!

**Off  
leash  
and  
under  
control**



## K-9 Information for Responsible Dog Owners

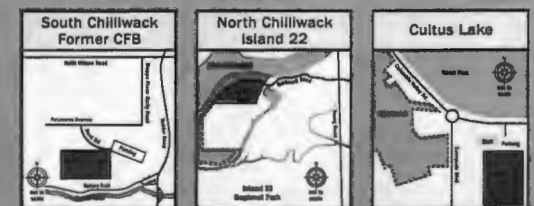
- Three dogs per household are allowed.
- A dog older than six months needs to be licensed with the City.
- Respect your neighbours and the bylaw, limit your dogs barking.
- Your dog can be leash free on your fenced property and in designated off-leash areas.

### The **YELLOW** DOG PROJECT.com

If you see a dog with a **YELLOW RIBBON** or something yellow on its leash, this dog needs some space. Please do not approach this dog with your dog. Please maintain distance or give this dog and /or its handler time to move out of the way. There are many reasons a dog may need space... Health Issues, In Training, Being Rehabilitated, Scared or Reactive around other Dogs. Thank You!



### OFF-LEASH PARKS IN THE AREA



**ANIMAL CONTROL 604-795-4638**  
**PARKS OPERATION 604-793-2810**

# Abbotsford Off-Leash Areas



## Dog Off-Leash Areas

Abbotsford currently provides 4 dog off-leash areas within its municipal park system. These are located at:

- Gladwin Park
- Bateman Park / Stoney Creek
- McKay Creek Park / Sumas Dyke
- Clearbrook Park

## What is a Dog Off-leash Area?

A dog off-leash area is a place where pet owners can take their dogs to run free without a leash. Off leash does not mean "out of control" and only applies to the specific, designated area. Pet owners must ensure that their dogs are controlled and not violent or aggressive. Pet owners must also be on-site for the duration of the visit and abide by the off-leash area etiquette.

## Dog Off-Leash Area Etiquette

- Please obey all park rules and relevant parking requirements. Please avoid parking along residential roads and utilize the parking lots instead.
- Dogs must be licensed.
- Properly clean-up and dispose of your dog's feces.
- Handlers must have a leash with them for each dog.
- Dogs must be under the control of and within sight of their handlers at all times.
- Owners are personally liable for any damage or injury inflicted by their dogs.

Please ensure that all dogs are leashed before leaving the off-leash area. Dogs must be leashed in all parks, except within designated off-leash areas. We hope you enjoy the dog off-leash areas and have fun with your dogs.





## **TIPS FOR BUILDING SUCCESSFUL DOG PARKS IN YOUR COMMUNITY**

Park managers today are more frequently being asked to consider dedicating a portion of their parks to be used as off-leash areas for people and their pets. While not always without controversy, these areas can easily become one of the most popular areas within a park system. Good planning will help you eliminate or reduce many of the problems associated with creating dog parks.



Here are the 20 most common considerations to address as your community moves towards opening a very successful dog park:

**Big Benefits to the Community-** Dog parks are truly a multigenerational park activity for all ages. Dog parks are more for people than for dogs, despite what opponents say. Dog parks attract the adult park users who vote to support parks and who are more vocal in the community. Relatively low construction costs and low maintenance costs yield the greatest amount of recreation opportunities for the investment and there is a low (if any) user cost. Dog parks provide outdoor exercise for the majority of park users who are often those who do not participate in organized sports.

**Community Support** – Informal groups, petitions, and 501C-3 non-profit groups promoting dog parks in your community can generate interest and successfully work within the system to create and support local dog parks. However, overzealous or disorganized groups can also quickly sink a well engineered plan. Groups must learn to work with local agencies, instead of trying to always fight them, in order to be successful. Donations of labor, materials or funding generates goodwill and can make officials more cooperative.

**Volunteer Groups** – Volunteers can be a tremendous asset to the dog park to help stretch already strained maintenance budgets. Volunteers can coordinate projects such as raking leaves, spreading surfacing material, installing or repairing fencing, installing agility and exercise equipment, brush clearing and more. Advance sign-ups are critical so that volunteers commit to specific times and show up when expected. Volunteer groups are also often responsible for monitoring the area for trash, dog waste, and replacing pickup bags in the dispensers.

**Know the Users** – Selling the concept to a reluctant community can be challenging, however your dog park will serve a wide variety of residents. There are nearly 73 million dogs in the US and 59% of the households have at least one dog. Most park facilities are currently geared towards a narrow range of users such as ages 2 to 12 for playgrounds, or ages 12 to 35 for most ball fields. Dog parks are one of the few multi-generational park activities that offer recreation for almost every age and ability level.

**Choosing a Location** – As in real estate, a good location is a key to success. While neighbor's concerns are sometimes over-exaggerated, they still need to be considered. They may be concerned about barking, loose dogs, smells and inadequate parking, but all of these issues can be resolved. Once established, a dog park becomes a huge recreational asset to the local families as well as the entire community, sometimes even increasing property values. Be sure to avoid locating dog parks adjacent to schools or playgrounds to reduce potential conflicts with children.

**Allow Adequate Space** – The popularity of most dog parks may require a minimum area of 1/2 an acre or more, although many smaller urban dog parks are also very successful. Overgrown, neglected and unmanaged areas can become great dog parks; consider repurposing existing hockey rinks, ball fields, lawn bowling or tennis courts, or equestrian arenas, even if it is just temporary or seasonal. Inadequate parking can be a big problem especially on weekends, so overflow parking spaces should be considered even if they are unpaved.

**Overcoming Legalities** - Some communities today still have archaic ordinances forbidding pets to be off-leash in *any* public areas. This means the city government may first need to amend local laws to allow your dog park to exist. Instead of attempting to amend your community's whole dog ordinance, consider requesting a special use exemption. A temporary "special use" authorization may help to at least get your park established and often those temporary locations end up becoming a permanent fixture in the community.

**Professional Design Assistance** – Consider using the talents of an experienced Dog Park Consultant or Landscape Architecture firm. They know how to best utilize a space and will factor in weather, access, utilities, drainage, vegetation, visibility, and parking. They are also very experienced at presenting plans to the community and public officials, and can act as an important third party advocate for the park.

**Fencing** - Good fences make good dog parks. Fences should be five feet or higher and be absolutely escape proof; bury several inches of the fence beneath the surface to help prevent dogs from digging their way out. Self-closing double gates with a 10' transition space are a must to reduce the possibility of dogs escaping unexpectedly. Help prevent aggression and fighting by using closely spaced fence slats between adjacent dog park sections to reduce visibility and also try to avoid using 90 degree corners which can help prevent more aggressive dogs from trapping unwilling victim dogs. Don't forget to include a maintenance entrance for large equipment like mowers and consider planning multiple entries into the park to help reduce worn areas. Typical installed costs are about \$25-\$30/linear foot for heavy duty chain link fencing, 6' high, with gates and accessories.



**Water** – Drinking fountains are absolutely essential in any dog park for the health of both dogs and people after exercising. Without drinking fountains, users may be forced to bring buckets of standing water which can be unsanitary; they can spread disease to other dogs or can create mosquito havens. Consider water spray features or dog wash stations, but ensure you have provided proper drainage as mud quickly becomes a huge problem in dog parks. Irrigation systems can help maintain turf grass in any climate, and reduces smells from urine especially in arid climates. Consider two adjacent drains to prevent flooding if one drain gets clogged.

**Exercise Equipment** – Without exercise equipment for dogs, your off-leash area is much like a park without a children's playground. Exercise components are for people to exercise in a non-competitive environment with their dogs! Choose components that offer a variety of activities like ramps, tunnels, jumps and weave poles to accommodate the many different skill levels of both the dogs and their owners. Equipment can be in its own area, or be an integral part of the main play area. Arrange components 15-25' apart from each other and arrange them in an evenly spaced, but random fashion which allows users to create a different course each time they visit the park. These activities make your dog park more of a destination and will increase the time users stay at the park and how often they visit. Because dog urine is highly corrosive, components need to be manufactured with rustproof materials like aluminum, galvanized steel, plastic and stainless steel. All hardware should be stainless steel and avoid any products made from brittle PVC pipe or lumber. Public parks are also vandalism prone, so choose heavy duty materials that have been created specifically for public dog parks. While not intended for children, unsupervised children sometimes play on dog park equipment, so it needs to be extremely durable and safe. For the safety of dogs and park users, immediately remove any unauthorized equipment; injuries caused by unauthorized (but condoned) equipment can quickly lead to expensive lawsuits.

**Park Furniture** – Dog parks help build strong community and social ties. To encourage conversation with other dog owners, consider arranging your benches in an L or U shape. Locate benches away from congested entrance areas to better distribute use throughout the park. Tables with a single center post will help prevent the corrosive effects of dog urine and make sure your furnishings have rust-proof aluminum frames. Recycled plastic furniture is also a popular choice for dog parks as it highly durable and won't rust or rot over time.

**Accessibility for All** – Off-leash areas should have wide gates and accessible surfacing materials to allow wheelchair and stroller access. Besides paved surfaces, other materials such as rubber matting, turf, and certified engineered wood fiber are considered to be ADA accessible and will help to make your dog park a place everyone can enjoy.

**User Control** – Since many communities restrict use to only their residents or to those with passes, some form of an easy-to-monitor control system should be used. Dog tags, parking passes, card swipes, electronic pay stations, and radio frequency ID(RFID) tags have all been successful to help monitor park users. In some cases when residents are required to purchase a dog park pass, the fees should only be used for dog park maintenance and improvements, instead of going into the city's general funds.

**Sanitation** – Pickup stations and receptacles are absolutely critical for a clean facility. Make sure the bags you offer are biodegradable and are designed to break down in landfills. Receptacles can be located on the outside of the fences to make trash pickup easier for maintenance staff and using several small receptacles will make unlading easier than large ones. Consider using signage and/or color coding your receptacles for specific uses like “Trash Only” or “Dog Waste Only”.

**Lighting** – Timed lighting helps to extend the hours of use, but consider using the services of a sports lighting design specialist to avoid spill lighting into the neighborhood. Solar lighting has become very popular in dog parks and is an efficient and affordable solution.

**Restroom Facilities** – While dogs are not too particular about where they go, their owners will expect some sort of facilities, even if it is just a portable toilet. This becomes critical at larger destination parks. Video cameras on the building (even fake ones, or just signs that say video cameras are being used) can greatly help to reduce vandalism in your park.

**Surfacing** – While grass is ideal, it will become worn out by enthusiastic canines. Consider reinforcing high use areas with crushed rock, decomposed granite, artificial turf, rubberized grid, or a certified engineered wood fiber. Wood fiber interlocks together to stay in place far better than ordinary chips and helps to eliminate the mud problems that can often close a park. The grass adjacent to the fence line is especially susceptible to damage, so consider creating a gravel perimeter track and only maintaining the grass in the middle of the park.

**Shade** - Shade shelters or gazebos are highly recommended to help shield park users from rain, UV rays, and hot sun, even in northern climates. Fabric shade shelters are quite inexpensive and may not even require a building permit. However, the fabric roof needs to be removed seasonally in locations where snow is likely. Larger hard-roofed park shelters are a more permanent solution and can become an important gathering and social location in your park.

**Signage** – Good signage can be an effective user education tool, while bad signage will be completely ignored. Signs should have friendly and colorful graphics and the text should take a positive tone instead of a long list of “Don’ts”. Keep the rules brief and provide a phone number to contact parks staff in case there is a maintenance issue or other problem at the park. Materials like fiberglass and lexan are easily cleaned of spray paint or markers, since any flat surface can become a graffiti target. Fast removal sends a signal to vandals that graffiti is not tolerated and shows park users that you care.

These tips should help make your dog park more successful, from concept through the grand opening.

If you have any additional suggestions on how to create better dog parks, please send your tips to us at [sales@dog-on-it-parks.com](mailto:sales@dog-on-it-parks.com)

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## VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COMMITTEE OF THE WHOLE

**TO: Mayor and Council** **DATE: July 11, 2016**

**FROM: Jaclyn Bhatti** **FILE: 5400-20-06**  
**Clerk, Corporate Services**

**SUBJECT: 'No Dumping' Signage – McCombs Drive**

**ISSUE:** To increase the size and modify the language on the 'No Dumping' signage on McCombs Drive.

**BACKGROUND:** In 2015 Council approved the purchase and installation of 'No Dumping' signs along McCombs Drive. The signs were installed in May of 2016. Council has now requested that the size of the signs be increased and information regarding fines be included. A mock-up of the sign is attached as well as a photo of the original sign. The original sign is 16" x 16". A total of 7 signs are needed.

### OPTION 1

**Size: 24" x 20.5"**

**Cost: \$75.00 per sign**

**Total: \$525.00**

## OPTION 2

**Size: 24" x 23"**

**Cost: \$90.00 per sign**

**Total: \$630.00**

**RECOMMENDATION:**

**THAT Council direct staff on the preferred option.**

Respectfully submitted;

*Jaclyn Bhatti*  
Jaclyn Bhatti  
Clerk, Corporate Services

**REVIEWED BY: (if applicable)**

\_\_\_\_\_  
Tracey Jones  
Deputy Financial Officer

**REVIEWED BY:**

\_\_\_\_\_  
Madeline McDonald  
Chief Administrative Officer

**NO DUMPING**  
**NO YARD WASTE**  
**FIRE HAZARD**

**Violators will be subject to  
penalties of up to \$500.00  
under Municipal Bylaw**







**Debra Key**

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**From:** Debra Key  
**Sent:** Wednesday, July 06, 2016 9:50 AM  
**To:** John Buckley; John Hansen; Leo Facio; Samantha Piper; Sonja Reyerse  
**Cc:** Madeline McDonald  
**Subject:** FW: Mayor & Council  
**Attachments:** Traffic on Eagle.docx

Debra Key  
 Deputy Chief Administrative Officer/Corporate Officer

Municipal Office:  
 P.O. Box 160, 495 Hot Springs Road  
 Harrison Hot Springs, BC V0M 1K0  
 E [dkey@harrisonhotsprings.ca](mailto:dkey@harrisonhotsprings.ca)  
 P 604 796 2171 F 604 796 2192  
[www.harrisonhotsprings.ca](http://www.harrisonhotsprings.ca)

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-----Original Message-----

**From:** Reception  
**Sent:** Tuesday, July 05, 2016 4:02 PM  
**To:** Debra Key  
**Subject:** FW: Mayor & Council

Deb: printed copy of the attachment is in your tray.

-----Original Message-----

**From:** [6celtickilts@telus.net](mailto:6celtickilts@telus.net) [<mailto:6celtickilts@telus.net>]  
**Sent:** Tuesday, July 05, 2016 3:32 PM  
**To:** Reception  
**Subject:** Mayor & Council

Good afternoon.

Would you please pass this attachment on to the Mayor and Council.

Thank you,

Gerry and Anne White

371, Eagle Street  
PO Box 891  
Harrison Hot Springs  
V0M1K0

July 4, 2016

Dear Mayor and Council

We would like to inform you of a serious problem that is taking place on Eagle Street, and request you look into the following information, and expedite working on a safe solution.

Since we bought our home on Eagle Street, we were surprised to realise the traffic volume and speed was on both accounts very high. In the last few months we have noticed a huge increase to the number of cars that speed down our road.

As you know our street has playground access.

It was especially concerning last week to witness children leave the park on their bikes, and travel directly on to the roadway. Seconds earlier a truck had just past us travelling at high speed, it literally flew past us. We believe with the amount of traffic, and the speed some cars travel an accident involving a child is very possible. With the new pay parking in effect, the use of Eagle as a parking area has also increased. At times when there is greater volume of cars in Harrison, it is also used as an exit from the village as it is a main artery for travel and parking. All these reasons are cause for concern, sometimes it can seriously sound like a "race track".

We love Harrison, the visitors and people who live here!! We do not want to see a life being taken due to a speeding vehicle. We respectfully ask you implement a speed reduction plan on this street before catastrophe strikes.

On another note.

We wish to thank all of you for the contributions you make, the village is a fabulous place to live, work and play.

If you have any questions for us, please contact us by phone or email: 604 491 3941 or [silverstrands@telus.net](mailto:silverstrands@telus.net)

Sincerely,

Gerry and Anne White.





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COMMITTEE OF THE WHOLE

**TO:** Mayor and Council **DATE:** July 11, 2016

**FROM:** Debra Key  
Deputy Chief Administrative Officer/CO **FILE:** 0630-01

**SUBJECT:** Tribute to John Willison Green – February 12, 1927 – May 28, 2016

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#### ISSUE:

To recognize John Willison Green for his community contribution to the Village of Harrison Hot Springs

#### BACKGROUND:

Staff was directed to provide information on John Green to support recognition of his life, work and community contributions to the municipality.

Mr. Green was a long time resident of Agassiz and Harrison Hot Springs. In 1957 he began investigating the mythical creature, called the "Sasquatch". Over the years he investigated several sights and stories about the sasquatch. He was a renowned authority in the field and wrote several books on the subject.

In 1960 Mr. Green was elected to municipal office in the Village and served as Chairman on the Board of Commissioners during 1962 – 1963. During that time, he was instrumental in assisting in the construction of the dredging for the Harrison Lake Lagoon. He also worked in the logging industry on Harrison Lake and worked at the Advance newspaper in Agassiz. In 1987, Mr. Green headed up a project to organize the Harrison Hot Springs Sand Sculpture and Competition; a very successful venture for the municipality. In May of this year, Mr. Green passed away.

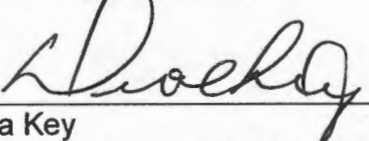
#### DISCUSSION:

In June, Tourism Harrison proposed the construction of an additional building to create additional space for the Visitor Centre and to establish a Sasquatch Museum. As part of the discussions, it has been suggested that John Willison Green be considered as a person of interest for Council to recognize for his long standing community contributions and tireless work on the research of the "Sasquatch".

**RECOMMENDATION:**

THAT Council pay tribute to John Willison Green by recognizing him for his work in the community and consider dedication of his name in some manner.

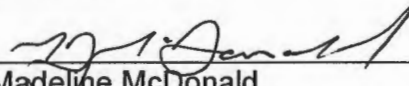
Respectfully submitted;

  
Debra Key  
Deputy Chief Administrative Officer

**REVIEWED BY: (if applicable)**

\_\_\_\_\_  
Tracey Jones  
Deputy Financial Officer

**REVIEWED BY:**

  
Madeline McDonald  
Chief Administrative Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COMMITTEE OF THE WHOLE

**TO:** Mayor and Council **DATE:** July 11, 2016  
**FROM:** Tracey Jones **FILE:** 4300-01  
Deputy Financial Officer  
**SUBJECT:** Short – Term Rentals

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**ISSUE:** Staff was requested to provide information on short term rentals in relation to zoning and business license

**BACKGROUND:** Approximately 13 properties currently advertise as short-term rentals on vacation rental sites; these properties range from apartments to whole houses. Most properties offer rentals of 2 or more nights with occupancy levels ranging from 2 people up to 16 people. The number of properties can change on a daily basis.

Four of these properties currently hold business licenses with the Village of Harrison Hot Springs and are located in R2 and C1 zoning. The remaining nine properties are located in R1, R3, CD2, C2 and C3 zoning and have no business licenses.

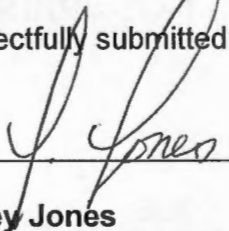
There are no specifics within the zoning bylaw that directly address the use of a residential property in a commercial capacity as a short term vacation rental. R2 zoning allows for Bed and Breakfast accommodation as well as Inns as accessory use, and is the only residential zone that allows for secondary suites.

Business Licence Bylaw No. 945 Division 1, 3 (d) states *"Notwithstanding the provision of the Bylaw, no Licence shall be required for the rental of a single family dwelling to five or fewer unrelated persons, or for the rental of fewer than five suites in a multi-family building."*

**RECOMMENDATION:**

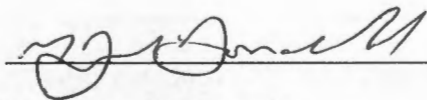
THAT Council receives this report for information.

Respectfully submitted;

  
\_\_\_\_\_

**Tracey Jones**  
**Deputy Financial Officer**

**REVIEWED BY:**

  
\_\_\_\_\_

**Madeline McDonald**  
**Chief Administrative Officer**