

# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Monday, March 2nd, 2020  
**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.

Presentation to students of Harrison Hot Springs Elementary School

### 2. INTRODUCTION OF LATE ITEMS

### 3. APPROVAL OF AGENDA

### 4. ADOPTION OF COUNCIL MINUTES

(a) THAT the Regular Council Meeting Minutes of February 18th, 2020 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/PETITIONS

(a) Canadian Red Cross  
Nicolette Joosting, presenter  
Re: Role of the Canadian Red Cross in the community

Item 7(a)  
Page 7

### 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****13. BYLAWS**

- (a) Report of the Deputy Chief Administrative Officer/CO - February 18th, 2020  
Re: Bylaws for an Inter Municipal Ride-Hailing Business Licence

Item 13(a)  
Page 13

Recommendation

THAT Council approve the Village of Harrison Hot Springs' participation in the Inter-Municipal Business Licence (IMBL) for Ride-hailing and give the Inter-Municipal Transportation Network Service Business Licence Agreement Bylaw No. 1155, 2020 first, second and third readings; and

THAT Inter-Municipal Transportation Network Services Business Scheme Bylaw No. 1156, 2020 be given first, second and third readings.

- (b) Report of the Financial Officer - February 25th, 2020  
Re: 2020-2024 Financial Plan Bylaw No. 1153, 2020

Item 13(b)  
Page 35

Recommendation

THAT the 2020-2024 Financial Plan Bylaw No. 1153, 2020 be adopted.

**14. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)****15. ADJOURNMENT**



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

**DATE:** Tuesday, February 18th, 2020  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road, Harrison Hot Springs, BC

**IN ATTENDANCE:** Mayor Leo Facio  
Councillor Samantha Piper  
Councillor Ray Hooper  
Councillor Gerry Palmer  
Councillor Michie Vidal

Chief Administrative Officer, Madeline McDonald  
Deputy Chief Administrative Officer/CO, Debra Key  
Financial Officer, Tracey Jones  
Infrastructure Manager, Troy Davis  
Community Services Coordinator, Rhonda Schell  
Planning Consultant, Ken Cossey

**ABSENT:** None

*Recording Secretary: Irene Petty*

**1. CALL TO ORDER**

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

Mayor Facio announced that the Village of Harrison Hot Springs has received the Canadian Award for Financial Reporting from the Government Finance Officers Association for excellent work in the 2018 Financial Report. He recognized the work of Financial Officer, Tracey Jones and Community Services Coordinator, Rhonda Schell in preparing the Village's Annual Financial Report.

**2. INTRODUCTION OF LATE ITEMS**

None.

**3. APPROVAL OF AGENDA**

Moved by Councillor Vidal  
Seconded by Councillor Hooper

THAT the agenda be approved.

**CARRIED  
UNANIMOUSLY**  
*RC-2020-02-13*

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
Tuesday, February 18th, 2020*

**4. ADOPTION OF COUNCIL MINUTES**

**Moved by Councillor Piper**  
**Seconded by Councillor Hooper**

THAT the Regular Council Meeting Minutes of February 3, 2020 be adopted, as amended.

**CARRIED  
UNANIMOUSLY**  
RC-2020-02-14

**Errors and Omissions**

On Page 3, Section 10 under Councillor Vidal's report, delete the words "attended a presentation..." and replace it with "took part in a webinar".

**5. BUSINESS ARISING FROM THE MINUTES**

None.

**6. CONSENT AGENDA**

**iv. Correspondence**

- (a) Letter dated January 21, 2020 from the BC Small Business Roundtable congratulating Harrison Hot Springs on being selected as a finalist in the Small Community Category of the 2020 Open for Business Awards.

**Moved by Councillor Vidal**  
**Seconded by Councillor Hooper**

THAT the letter from the BC Small Business Roundtable be received for information.

**CARRIED  
UNANIMOUSLY**  
RC-2020-02-15

Mayor Facio announced that he will be attending the Awards Gala on behalf of the Village of Harrison Hot Springs, on February 21, 2020.

**7. DELEGATIONS**

- (a) Tourism Harrison  
Robert Reyerse and Eric Towne, presenters  
Re: Tourism Harrison Results for 2019

Mr. Reyerse and Mr. Towne provided a power point presentation to Council on the Tourism Harrison results for 2019.

Mayor Facio thanked Mr. Reyerse and Mr. Towne for their presentation.

**8. CORRESPONDENCE**

None.

**9. BUSINESS ARISING OUT OF CORRESPONDENCE**

None.

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

**Councillor Vidal**

- February 18, 2020 attended the Village's Financial Plan Open House held in the Council Chambers.

**Councillor Hooper**

- February 4, 2020 attended a meeting at Agassiz Harrison Community Services on housing needs
- February 5, 2020 attended an Open House for White Cane Week
- February 10, 2020 attended the Board Meeting of Agassiz Harrison Historical Society
- February 11, 2020 assisted Mission Cycling Coalition with cycling routes along the dykes in the Lower Fraser Valley
- February 13, 2020 attended a meeting of the Foundry dealing with youth health and social concerns
- February 17, 2020 attended the family fun day at the museum
- February 18, 2020 attended a meeting for Greenhouse Gardening Volunteers

**Councillor Palmer**

- February 19, 2020 will be attending an all day meeting of the Fraser Valley Regional Library Board.

**Councillor Piper**

- February 7, 2020 attended Mountain Institution Citizen Advisory Committee Meeting Fireside chat with the Commissioner Anne Kelly via teleconference
- February 11, 2020 attended Harrison Agassiz Chamber of Commerce Meeting
- February 17, 2020 attended Mountain Institution Citizen Advisory Committee Meeting
- February 18, 2020 attended the Village Budget Open House
- Announced that February 26, 2020 is Pink Shirt Day with this year's focus "Lift Each Other Up"

**11. MAYOR'S REPORT**

- Announced that the Village's website will be updated
- February 16, 2020 attended a filming production at the Starlight Rink
- February 18, 2020 attended the Family Day event at Memorial Hall
- February 13, 2020 attended a presentation by Erin Patrick, WildsafeBC FVRD Coordinator regarding black bear sightings. WildsafeBC makes presentations at elementary schools for students from Kindergarten to Grade 6



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
Monday, February 18, 2020*

**12. REPORTS FROM STAFF**

- (a) Report of the Infrastructure Manager – February 10, 2020  
Re: Asset Management Strategy

**Moved by Councillor Piper**  
**Seconded by Councillor Vidal**

THAT the Asset Management Strategy dated February 2020 be approved.

**CARRIED**  
**OPPOSED BY COUNCILLOR HOOPER**  
RC-2020-02-16

- (b) Report of the Planning Consultant – February 11, 2020  
Re: To issue a Development Variance Permit (DVP)

**Moved by Councillor Hooper**  
**Seconded by Councillor Vidal**

THAT Development Variance Permit DVP 05/19 be issued to Jordan Roy Grypiuk and Amanda Dawn Rose Grypiuk for the property located at 470 Pine Avenue, Harrison Hot Springs, BC for land legally described as: Lot 16 Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 46250, subject to the following: the permanent decommissioning of the well as a potable water source and connecting this property into the Village water system.

**CARRIED**  
**UNANIMOUSLY**  
RC-2020-02-17

- (c) Report of Chief Administrative Officer – February 11, 2020  
Re: Mayor and Council Remuneration

**Moved by Councillor Palmer**  
**Seconded by Councillor Hooper**

THAT Council Remuneration and Expense Allowance Policy 1.16 be amended to incorporate a Cost of Living Adjustment tied to the Annual BC Consumer Price Index, effective January 1, 2023.

**CARRIED**  
**OPPOSED BY COUNCILLORS PIPER AND VIDAL**  
RC-2020-02-18

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
Monday, February 18, 2020*

- (d) Report of the Financial Officer – February 13, 2020  
Re: 2019 Audit Plan

Received for information.

**13. BYLAWS**

- (a) Report of the Deputy Chief Administrative Officer/CO – January 24, 2020  
Re: New Park Regulation Bylaw No. 1150, 2020  
Bylaw Notice Enforcement Amendment Bylaw No. 1152, 2020

**Moved by Councillor Vidal**  
**Seconded by Councillor Palmer**

THAT Park Regulation Bylaw No. 1150, 2020 be adopted.

**CARRIED**  
**OPPOSED BY COUNCILLOR PIPER**  
*RC-2020-02-19*

**Moved by Councillor Vidal**  
**Seconded by Councillor Hooper**

THAT Bylaw Notice Enforcement Bylaw No. 1152, 2020 be adopted.

**CARRIED**  
**OPPOSED BY COUNCILLOR PIPER**  
*RC-2020-02-20*

- (b) Report of the Financial Officer – January 29, 2020  
Re: 2020-2024 Financial Plan Bylaw No. 1153, 2020

Mayor Facio provided opportunity for the public to comment on the proposed Financial Plan.

**Moved by Councillor Vidal**  
**Seconded by Councillor Hooper**

THAT the 2020-2024 Financial Plan Bylaw No. 1153, 2020 be given second and third reading.

**CARRIED**  
**OPPOSED BY COUNCILLOR HOOPER**  
*RC-2020-02-21*

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
Monday, February 18, 2020*

**14. QUESTIONS FROM THE PUBLIC (pertaining to Agenda items only)**

Questions from the public were entertained.

**15. ADJOURNMENT**

**Moved by Councillor Piper**  
**Seconded by Councillor Vidal**

THAT the meeting be adjourned at 8:32 p.m.

**CARRIED  
UNANIMOUSLY**  
RC-2020-02-22

\_\_\_\_\_  
Leo Facio  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer



RECEIVED

JAN 28 2020

BY VILLAGE OF HARRISON HOT SPRINGS

**HARRISON HOT SPRINGS**

*Naturally Refreshed*

## VILLAGE OF HARRISON HOT SPRINGS

### Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Administration Department no later than 12:00 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 [admin@harrisonhotsprings.ca](mailto:admin@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: 28 JAN 2020 Requested Meeting Date: 2 MARCH 2020  
Organization Name (if applicable): CANADIAN RED CROSS  
Name of Presenter: Nicolette Joosting  
Name of Applicant if Other than Above: \_\_\_\_\_  
Contact Phone Number & E-Mail: 604 812 7167 catvet007@gmail.com  
Mailing Address with Postal Code: PO Box 447, HHS, V0M1K0  
Audio/Visual requirements: PowerPoint presentation - screen, projector, laptop  
Topic: ROLE OF THE CANADIAN RED CROSS IN THE COMMUNITY  
\_\_\_\_\_  
Action you wish Council to take: none: informative presentation.  
but will appreciate Mayor + Council dropping by the firehall  
Sat March 7 11am-2pm







# B.C. & YUKON AT WORK IN YOUR COMMUNITY



From Whitehorse to Victoria and everywhere in-between, the Canadian Red Cross is helping those who need it most. As part of the world's largest humanitarian network, the Red Cross is dedicated to improving the lives of vulnerable people by mobilizing the power of humanity at home and around the world.

In British Columbia & Yukon, the Red Cross reaches out with a variety of support, training and information to strengthen communities. See inside for more about Red Cross programs and services guided by our seven fundamental principles.

**HUMANITY**

**IMPARTIALITY**

**NEUTRALITY**

**INDEPENDENCE**

**VOLUNTARY SERVICE**

**UNITY**

**UNIVERSALITY**





Every day in B.C. & Yukon, Canadian Red Cross programs and services help people with support, training and information in three main areas: Disasters & Emergencies, Prevention & Safety, and Community Health & Wellness. This is how the Red Cross helps:

### **EMERGENCY MANAGEMENT**

Fires, floods and other disasters can destroy homes and devastate communities. The Canadian Red Cross works alongside all levels of government, including Indigenous, to ensure people can access emergency shelter, food, clothing, disaster information, referrals to supporting agencies, emotional care, family reunification, and assistance into recovery. Red Cross Emergency Management volunteers and staff are trained to support families and communities before, during, and after disasters in B.C. & Yukon and across Canada.

### **INTERNATIONAL OPERATIONS**

The Canadian Red Cross focuses its international assistance on two key areas: disaster response and preparedness, and health in emergencies, including a special focus on women, children and adolescents. We provide emergency health care, emotional care, and basic needs such as food, shelter and clean water, often going the last mile to reach some of the world's most remote regions.

### **DETENTION MONITORING PROGRAM**

The Red Cross provides independent monitoring of detention facilities that hold immigration detainees. We promote a protective environment in which detainees are treated humanely and where their human rights and their inherent dignity are respected.

### **RESTORING FAMILY LINKS**

When family members are separated by conflict, natural disaster, migration or other humanitarian crises, the Restoring Family Links program helps them re-establish contact.





### **HEALTH EQUIPMENT LOAN PROGRAM**

More than 70 Red Cross locations across B.C. & Yukon lend health equipment at no charge. A variety of short term loans are available, ranging from equipment like crutches, walkers and wheelchairs to raised toilet seats, hospital beds, bath seats and patient lifts. Working closely with health care professionals, the appropriate equipment enables clients to remain at home longer, safely leave the hospital sooner, or spend their final days in the company of family, friends and pets in familiar surroundings.

### **INDIGENOUS ENGAGEMENT**

The Red Cross works in collaboration with Indigenous communities to build local capacity. Our partnerships are strengthened by a commitment to reconciliation through a variety of initiatives including disaster response efforts, first aid and emergency preparedness training, as well as bullying, violence and abuse prevention workshops.

### **FIRST AID**

Red Cross Training Partners teach first aid and CPR with easy-to-follow steps that give people the confidence to help prevent or respond to health crises, including psychosocial challenges.

### **SWIMMING AND WATER SAFETY**

Red Cross Training Partners deliver lessons to help more than a million Canadians each year develop healthy, safe attitudes and practices in, on and around water.





# HOW YOU CAN HELP

Join the largest humanitarian network  
in the world with the Canadian Red Cross.



## VOLUNTEER






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## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO: Mayor and Council**

**DATE: February 18, 2020**

**FROM: Debra Key  
Deputy Chief Administrative Officer/CO**

**FILE: 3900-01**

**SUBJECT: Bylaws for an Inter Municipal Ride-hailing Business Licence**

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**ISSUE:** Introduce Inter Municipal Ride-hailing Business Licence Scheme and Agreement Bylaws

#### **BACKGROUND:**

An IMBL is a business licence that allows mobile businesses to operate across participating municipalities with the purchase of one licence. An IMBL is formed through common bylaws enacted by each participating municipality. The IMBL Agreement Bylaw allows municipalities to enter into agreement with the partner municipalities. It addresses terms such as the licence fee, revenue sharing formula and distribution, and overall administration of the licence. The second bylaw, the IMBL bylaw, is the formal mechanism through which the IMBL is implemented in each municipality and sets out the various terms and conditions that apply to the IMBL across the participating municipalities.

When implementing an IMBL participating municipalities work together to determine:

- the types of businesses eligible to be covered under the particular IMBL (e.g. trades/construction);
- how much to charge for an IMBL;
- the model for collecting and sharing revenue from the sales of the IMBL (e.g. seller retains revenue from sales or cost sharing among jurisdictions); and
- the terms of the bylaw to be enacted by each participating municipality.

On December 12, 2019 the City of Vancouver Mayors' Council on Regional Transportation directed TransLink to facilitate an expedited IMBL development process with Region 1 municipalities with agreement on bylaw terms by January 31, 2020.

Region 1 municipalities commenced work in late December 2019. An IMBL Working Group was established and met weekly throughout the month of January 2020 to develop the proposal for an IMBL for ride-hailing. The proposed IMBL bylaws establish licensing authority; licence fee and structure; licence conditions; and licence fee revenue sharing among participating municipalities (Appendix A and Appendix B). They represent the outcome of two-thirds majority based voting undertaken by the IMBL Working Group members



Participating municipalities will bring reports to their Councils in February and March 2020 recommending approval of the bylaws as presented. If approved, the IMBL will take effect on April 1, 2020. For any participating municipalities that enact the bylaw after April 1, 2020, the licence will take effect in that municipality on the day of enactment.

Given the expedited process for development, the terms of the bylaw should be understood as interim. Participating municipalities will assess the effectiveness of the licence over the coming months, as more companies are licensed and operating.

Companies will self-report monthly all new vehicles operating under their licence, and whether they are standard, zero emission or wheelchair accessible. Once a vehicle has been reported and the associated fee paid, the vehicle may operate for the remainder of the calendar year.

The per vehicle fee structure was agreed upon as it can be implemented immediately; it enables incentives for specific vehicle types; and it is equitable among companies of all fleet sizes.

The per vehicle fee of \$150 was set with the aim of achieving administrative program cost recovery (Appendix B), and recovery of costs to participating municipalities associated with monitoring business activity and impacts in their communities. Because ride-hailing is a new business type the full costs of licensing and monitoring are not yet known. The licence fee is comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary.

**Licensing Authority:** The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities (Appendix A).

**Licence Fee:** The annual IMBL fee will be \$155 per company plus vehicle fees of

- \$150 per standard vehicle
- \$30 per zero-emission vehicle
- \$0 per wheelchair accessible vehicle.

The proposed fees are set to be program cost recoverable and not to be prohibitive for companies. The discounted fee for zero emission vehicles provides a meaningful incentive while acknowledging that these vehicles do have an administrative cost and physical impact on streets. Wheelchair accessible vehicles are understood to be more expensive to purchase and maintain than non-accessible vehicles, and municipalities want to encourage their participation in ride-hailing as much as possible. Therefore, a \$0 per vehicle fee is proposed.

Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program (Appendix B) and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality. The information on pick-ups and drop-offs occurring in each municipality will be provided by the licensees.

#### **Licence Conditions and Requirements:**

Companies will be required to comply with the municipal bylaws and regulations of each participating municipality. Each municipality retains authority to enforce its own bylaws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Staff in participating municipalities have established a shared protocol for escalating enforcement and have agreed to



communicate enforcement actions between each other prior to any municipality considering suspension or cancellation of a licence. This protocol will include communicating with the Provincial Registrar and Passenger Transportation Branch about on-going concerns with a company or vehicle.

Because the terms of the proposed ride-hailing IMBL were developed on a compressed timeline, they should be considered as interim.

The BC Passenger Transportation Branch requires comprehensive vehicle and trip data from companies. In early February, the Province confirmed that municipalities will be able to access these data on a regular, on-going basis through a Partnership Agreement with the Passenger Transportation Branch. Consequently, detailed trip data will not be a requirement of the IMBL; municipalities will benefit from access to provincial data, and companies will benefit from not having to duplicate data submission efforts.

As a condition of the IMBL, licenced ride-hailing companies will still be required to report the total number of pick-ups and drop-offs occurring in each participating municipality so as to enable the City of Vancouver to calculate the share of revenue owed to each participating municipality.

In considering adjustments to the ride-hailing IMBL, staff will consider opportunities to include limousines as they are also authorized by the PTB to operate across municipal boundaries. The PTB has announced that it will review its regulations with regard to taxi operating areas, but taxis cannot be considered for an IMBL at this time as the PTB restricts their operations to be within municipal boundaries.

### ***Public/Civic Agency Input***

The working group held an industry information session on January 22, inviting the 17 TNS operators who had applied to the PTB to operate in Region 1 at that time. Participants were informed about the proposed IMBL framework, including specifics, such as fee structure and data requirements. At the time of the consultation, the proposed IMBL included data submission requirements that have since been removed. Fifteen of the applicants invited sent representatives.

In addition to the comments given during the information session, three companies submitted written comments following the session. The working group reviewed and considered all comments submitted.

The TNS industry representatives were generally appreciative of the expedited IMBL process, particularly as two of the applicants received PTB approval during the process and had a more urgent need for an IMBL.

The key concerns heard by the working group were:

1. Fee structure and smaller operators: The working group heard concerns that the fee structure disadvantaged smaller operators who are less able to absorb the per-vehicle charges compared to larger operators.
2. Fee structure and TNS fluidity: The working group heard concerns that the way that fees are charged – based on vehicles that sign on with the company rather than number of vehicles in operation – do not match the fluid nature of the ride-hailing industry which tends to have high driver turnover.

The working group will take key concerns 1 and 2 under advisement and consider options to address these concerns as part of the ongoing development of a permanent IMBL. The concerns are significant enough and industry perspectives varying enough that further work and consultation is required, and was not possible prior to the January 31 deadline for the interim IMBL.

Regarding data requirement concerns, the working group has since determined that detailed data submission will not be required as part of the IMBL. Municipalities will access provincially collected data through a Partnership Agreement with the Provincial Transportation Branch.

There is strong public support for ride-hailing in the Lower Mainland, and the Province has now authorized three companies to operate in Region 1 (Whistler - Lower Mainland). The proposed IMBL for ride-hailing will support the regional rollout of the industry as companies will be able to operate in participating municipalities with only one business licence. Should Council approve the recommendation to participate in an Inter-Municipal Business Licence (IMBL) for ride-hailing companies under the terms noted in this report, the licence will be effective as of April 1, 2020.

***Bylaw provisions not supported by Council***

The terms proposed in the Inter-Municipal Business Licence for ride-hailing have been developed and agreed to by staff from the municipalities that participated in the Working Group. Should Council seek to amend terms of the bylaws at this time, further consultation with all participating municipalities would be required. Consequently, the proposed effective date for implementation of the licence, April 1, 2020, would likely be delayed.

The IMBL will be effective in all participating municipalities that adopt the bylaws and enter into agreement. If Council chooses not to support the proposed bylaws as presented, the Village will not be included as a participant in the IMBL. Ride-hailing companies holding the licence will not be able to operate under that licence in Harrison Hot Springs. As a result, residents may not be able to access regionally integrated ride-hailing services.

**RECOMMENDATION:**

THAT Council approve the Village of Harrison Hot Springs' participation in the Inter-Municipal Business Licence (IMBL) for Ride-hailing and give the Inter-Municipal Transportation Network Services Business Licence Agreement Bylaw No. 1155, 2020 first, second and third readings; and

THAT Inter-Municipal Transportation Network Services Business Licence Scheme Bylaw No. 1156, 2020 be given first, second and third readings.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key  
Deputy Chief Administrative Officer/CO

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer

## APPENDIX A

1. Bowen Island Municipality
2. City of Abbotsford
3. City of Burnaby
4. City of Chilliwack
5. City of Coquitlam
6. City of Delta
7. City of Maple Ridge
8. City of Port Moody
9. City of Richmond
10. City of Surrey
11. District of Squamish
12. Resort Municipality of Whistler
13. The City of Pitt Meadows
14. The City of Vancouver
15. The Corporation of the City of Langley
16. The Corporation of the City of New Westminster
17. The Corporation of the City of North Vancouver
18. The Corporation of the City of Port Coquitlam
19. The Corporation of the City of White Rock
20. The Corporation of the District of North Vancouver
21. The Corporation of the District of West Vancouver
22. The Corporation of the Township of Langley
23. Village of Anmore
24. Village of Harrison Hot Springs
25. Village of Lions Bay

## APPENDIX B

**IMBL Administrative Program Cost**

Estimated Year 1 Total Cost: \$140,000

Direct and indirect costs and investments Include:

- Privacy Management
- Legal Services
- Policy Development
- Corporate Overhead, Materials and Rent
- Licence processing including fee administration and reconciliation

The City of Vancouver will retain licence fee revenue sufficient to recover IMBL administrative program costs. Any remaining funds will be distributed among participating municipalities based on the percent of total regional pick-ups and drop-offs that occur within each of their boundaries.





**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1155**

**A bylaw to enter into an agreement among the Participating Municipalities  
regarding an Inter-municipal Transportation Network Services Business Licence Scheme**

WHEREAS the Council hereby authorizes the Village of Harrison Hot Springs to enter into an Agreement with the Participating Municipalities in substantially the form and substance of the Agreement attached to this Bylaw as Schedule A, and also authorizes the Corporate Officer to execute the Agreement on behalf of the Village, and to deliver it to the Participating Municipalities on such terms and conditions as the Corporate Officer deems fit.

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

1. This Bylaw is to come into force and take effect on the date of its enactment.
2. The name of this Bylaw, for citation, is the "*Inter-municipal TNS Business Licence Agreement Bylaw No. 1155, 2020*".

**READINGS AND ADOPTION**

READ A FIRST TIME THIS      DAY OF      , 2020

READ A SECOND TIME THIS      DAY OF      , 2020

READ A THIRD TIME THIS      DAY OF      , 2020

ADOPTED THIS      DAY OF      2020

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

## Schedule A

## Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "*Participating Municipalities*"), wish to permit transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the *Participating Municipalities* agree as follows:

1. The *Participating Municipalities* agree to establish an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.
2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a bylaw to implement an *Inter-municipal TNS Business Licence* scheme effective April 1, 2020 if this Agreement is ratified and a bylaw is enacted prior to or on April 1, 2020, or upon the date of enactment if this Agreement is ratified and a bylaw is enacted after April 1, 2020.
3. In this Agreement:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Administrative Costs*" means the direct and indirect costs and investments attributable to setting up and administering the *Inter-municipal TNS Business Licence* scheme, including wages, materials, corporate overhead and rent;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-municipal TNS Business*" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

*"Inter-municipal TNS Business Licence"* means a business licence which authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

*"Inter-municipal TNS Business Licence Bylaw"* means the bylaw adopted by the Council of each *Participating Municipality* to implement the *Inter-municipal TNS Business Licence* scheme contemplated by this Agreement;

*"Mobility Aid"* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*"Municipal Business Licence"* means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

*"Participating Municipality"* means any one of the *Participating Municipalities*;

*"Premises"* means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

*"TNS Business"* means a person carrying on the business of providing *Transportation Network Services*;

*"Transportation Network Services"* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*"Vancouver Charter"* means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

*"Zero Emission Vehicle"* means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the *Inter-municipal TNS Business Licence Bylaw*, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.
5. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.
6. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of the *Inter-municipal TNS Business Licence Bylaw*, in addition to the requirements of the City of Vancouver's License Bylaw No. 4450.
7. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and



regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

8. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.
9. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-municipal TNS Business Licence* fee owing under this section 9.
10. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business Licence* holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The City of Vancouver will distribute the revenue generated from *Inter-municipal TNS Business Licence* fees amongst all *Participating Municipalities* based on the City of Vancouver retaining an amount to cover its *Administrative Costs*, with the remaining fees to be distributed proportionally to the *Participating Municipalities*, including the City of Vancouver, based on the number of pick-ups and drop-offs in that *Participating Municipality*. The City of Vancouver will provide the other *Participating Municipalities* with an itemized accounting of the fees collected and disbursed, including an accounting of its *Administrative Costs*, at the time it distributes the remaining fees to those *Participating Municipalities*.
12. If the revenue generated from *Inter-municipal TNS Business Licence* fees in the initial year is insufficient to cover the *Administrative Costs* relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the *Inter-municipal TNS Business Licence* fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial *Administrative Costs*, until the full amount has been recovered.
13. Any revenue payable to a *Participating Municipality* in the initial year will be offset by any fees collected and not refunded by that *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence*, and if the fees collected by the *Participating Municipality* exceed the amount owing to that *Participating Municipality*, then that *Participating Municipality* shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.
14. The revenue generated from *Inter-municipal TNS Business Licence* fees collected from January 1 to December 31 inclusive that is to be distributed to the *Participating Municipalities* in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.



15. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
16. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with the *Inter-municipal TNS Business Licence Bylaw*, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.
17. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence bylaw of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.
18. A *Participating Municipality* may exercise the authority of the of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence bylaw of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.
19. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 17 or 18 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.
20. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.
21. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:
  - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and

- (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.
22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the *Participating Municipalities*. Further, nothing contained or implied in this Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligations in the exercise of their functions pursuant to the *Community Charter*, *Vancouver Charter*, or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, bylaws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.
23. Despite any other provision of this Agreement, an *Inter-municipal TNS Business Licence* granted in accordance with the *Inter-municipal TNS Business Licence Bylaw* does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.
24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.
25. In the event that the municipal Council of a *Participating Municipality* other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a *Participating Municipality* for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other *Participating Municipalities*.

Signed and delivered on behalf of the *Participating Municipalities*, the Councils of each of which have, by Bylaw, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor

\_\_\_\_\_

Corporate Officer

\_\_\_\_\_

Date

\_\_\_\_\_

Village of Anmore

Mayor

---

Corporate Officer

---

Date

---

Bowen Island Municipality

Mayor

---

Corporate Officer

---

Date

---

City of Burnaby

City Clerk

---

Date

---

City of Chilliwack

Mayor

---

Corporate Officer

---

Date

---

City of Coquitlam

Mayor

---

City Clerk

---

Date

---

City of Delta

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Harrison Hot Springs

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of Langley

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the Township of Langley

Mayor \_\_\_\_\_

Township Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Lions Bay

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_



City of Maple Ridge

Presiding Member \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of New Westminster

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of North Vancouver

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the District of North Vancouver

Mayor \_\_\_\_\_

Municipal Clerk \_\_\_\_\_

Date \_\_\_\_\_

The City of Pitt Meadows

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

## The Corporation of the City of Port Coquitlam

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

## City of Port Moody

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

## The City of Richmond

Chief Administrative Officer \_\_\_\_\_

General Manager \_\_\_\_\_

Corporate and Financial Services \_\_\_\_\_

Date \_\_\_\_\_

## District of Squamish

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

## City of Surrey

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The City of Vancouver

Director of Legal Services \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the District of West Vancouver

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

Resort Municipality of Whistler

Mayor \_\_\_\_\_

Municipal Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of White Rock

Mayor \_\_\_\_\_

Director of Corporate Administration \_\_\_\_\_

Date \_\_\_\_\_





**A bylaw to enter into an Intermunicipal Transportation Network Services  
Business Licence Scheme**

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WHEREAS the municipalities that have entered or will enter into the *Inter-municipal TNS Business Licence Agreement* (the "*Participating Municipalities*") wish to permit licenced transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the *Participating Municipalities* has or will adopt a similar bylaw to implement the *Inter-municipal TNS Business Licence* scheme;

NOW THEREFORE THE COUNCIL OF THE VILLAGE OF HARRISON HOT SPRINGS, in public meeting, enacts as follows:

1. There is hereby established an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.
2. The name of this Bylaw for citation, is the "*Inter-municipal TNS Business Licence Scheme Bylaw No. 1156, 2020*".
3. In this Bylaw:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-municipal TNS Business*" means a *TNS Business* that has been licenced to operate in the Region 1 operating area by the Passenger Transportation Board;

"*Inter-municipal TNS Business Licence*" means a business licence which authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

"*Mobility Aid*" has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39. as may be amended or replaced from time to time;

*"Municipal Business Licence"* means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

*"Participating Municipality"* means any one of the *Participating Municipalities*;

*"Premises"* means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

*"TNS Business"* means a person carrying on the business of providing *Transportation Network Services*;

*"Transportation Network Services"* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*"Vancouver Charter"* means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

*"Zero Emission Vehicle"* means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of this Bylaw, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.
5. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.
6. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of this Bylaw, in addition to the requirements of the City of Vancouver's Licence Bylaw No. 4450.
7. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.
8. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.
9. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating*



*Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 9.*

10. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business Licence* holder after the annual licence fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual licence fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
12. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with this Bylaw, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.
13. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence bylaw of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.
14. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence bylaw of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.
15. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 12 or 13 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

16. Nothing in this Bylaw affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.
17. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:
  - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
  - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.
18. The invalidity or unenforceability of any provision of this Bylaw shall not affect the validity or enforceability of any other provisions of this Bylaw and any such invalid or unenforceable provision shall be deemed to be severable.
19. Despite any other provision of this Bylaw, an *Inter-municipal TNS Business Licence* granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*.
20. A business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Bylaw, even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

#### **READINGS AND ADOPTION**

READ A FIRST TIME THIS                      DAY OF                      , 2020

READ A SECOND TIME THIS                      DAY OF                      , 2020

READ A THIRD TIME THIS                      DAY OF                      , 2020

ADOPTED THIS                      DAY OF                      , 2020

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** February 25th, 2020  
**FROM:** Tracey Jones **FILE:** 1700-02  
Financial Officer  
**SUBJECT:** 2020-2024 Financial Plan Bylaw No. 1153, 2020

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**ISSUE:** Adoption of 2020-2024 Financial Plan Bylaw No. 1153, 2020

#### BACKGROUND:

At the February 18<sup>th</sup>, 2020 Regular Council meeting the 2020-2024 Financial Plan received 2<sup>nd</sup> and 3<sup>rd</sup> reading; accordingly, the 2020-2024 Financial Plan is attached for adoption.

#### RECOMMENDATION:

THAT the 2020-2024 Financial Plan Bylaw No. 1153, 2020 be adopted.

Respectfully submitted:

Tracey Jones  
Tracey Jones  
Financial Officer

REVIEWED BY:

Madeline McDonald  
Madeline McDonald  
Chief Administrative Officer



THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

RESEARCH REPORT

NO. 1000

1960

BY

JOHN E. HARRIS

AND

ROBERT M. HARRIS

AND

JOHN E. HARRIS

AND

JOHN E. HARRIS

AND

JOHN E. HARRIS

**A Bylaw of the Village of Harrison Hot Springs to establish the 2020 – 2024 Financial Plan**

WHEREAS the *Community Charter* requires the municipality to adopt a five-year 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 2020 - 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 2020 – 2024.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1153, 2020"
4. Bylaw No. 1134, 2019 – 2023 Financial Plan is hereby repealed.

READ A FIRST TIME THIS 3rd DAY OF FEBRUARY, 2020

READ A SECOND TIME THIS 18th DAY OF FEBRUARY, 2020

READ A THIRD TIME THIS 18th DAY OF FEBRUARY, 2020

ADOPTED THIS            DAY OF MARCH, 2020

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**BYLAW NO. 1153, 2020**  
**SCHEDULE "A"**  
**2020-2024 Financial Plan**

	2020	2021	2022	2023	2024
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
<u>REVENUES:</u>					
PROPERTY TAXES - RESIDENTIAL	1,517,232	1,520,548	1,546,932	1,573,647	1,604,485
PROPERTY TAXES - BUSINESS	683,402	712,257	712,557	712,815	727,071
PROPERTY TAXES - RECREATION/NON-PROFIT	122,266	142,895	143,095	143,143	146,005
COLLECTIONS FOR OTHER GOVERNMENTS & AGENC	1,903,160	1,918,941	1,933,250	1,946,312	1,985,238
PENALTIES & INTEREST - TAXES	4,000	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	37,901	38,029	38,085	38,296	39,062
PAYMENTS IN LIEU OF TAXES	4,050	4,450	4,530	4,612	4,704
TOTAL TAXES COLLECTED	4,272,011	4,337,120	4,378,449	4,418,825	4,506,566
REMITTANCES TO OTHER GOVERNMENTS & AGENC	(1,903,160)	(1,918,941)	(1,933,250)	(1,946,312)	(1,985,238)
NET TAXES FOR MUNICIPAL PURPOSES	2,368,851	2,418,179	2,445,199	2,472,513	2,521,328
REVENUE FROM OWN SOURCES	1,984,320	2,008,620	2,046,610	2,056,259	2,121,796
GRANTS AND DONATIONS	2,930,150	536,000	541,030.00	555,410.00	566,518.81
DCC	248,400	650,000	-	-	-
CONTRIBUTED ASSETS	174,000	-	-	-	-
TOTAL REVENUE	\$7,705,721	\$5,612,799	\$5,032,839	\$5,084,182	\$5,209,643
<u>EXPENSES:</u>					
LEGISLATIVE	131,350	131,350	132,285	134,855	137,552
GENERAL GOVERNMENT	1,171,897	1,148,090	1,182,445	1,190,859	1,214,671
PROTECTIVE SERVICES	269,057	269,057	271,414	274,347	279,204
DEVELOPMENT PLANNING	313,700	122,700	122,814	125,230	127,735
TOURISM AND COMMUNITY IMPROVEMENT	280,197	255,308	257,684	262,838	268,094
ENGINEERING, TRANSPORTATION, STORM WATER	874,509	846,843	853,835	864,344	881,630
SOLID WASTE	201,946	210,948	197,785	201,741	205,775
PARKS, RECREATION & CULTURAL SERVICES	511,845	507,903	514,556	521,764	532,199
WASTEWATER UTILITY	803,620	803,620	828,352	843,389	860,257
WATER UTILITY	499,000	509,875	505,693	491,153	525,388
DEBT- INTEREST	20,700	15,700	16,014	16,335	16,661
TOTAL EXPENDITURES	5,077,821	4,821,394	4,882,877	4,926,854	5,049,167
SURPLUS (DEFICIT)	\$2,627,900	\$791,405	\$149,962	\$157,327	\$160,476
<u>CAPITAL, DEBT, RESERVES, TRANSFERS &amp; BORROWING</u>					
CAPITAL EXPENDITURES	(3,410,500)	(1,019,500)	(1,319,000)	(111,180)	(113,404)
REPAYMENT ON DEBT	(163,100)	(53,100)	(54,162)	(55,245)	(56,350)
PROCEEDS OF DEBT	-	-	110,000	-	-
CONTRIBUTIONS TO RESERVES	(902,900)	(948,305)	(1,105,799)	(1,132,284)	(1,154,930)
TRANSFERS FROM RESERVES	763,600	219,500	1,209,000	111,180	113,404
APPROPRIATION FROM SURPLUS	75,000	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	1,010,000	1,010,000	1,010,000	1,030,200	1,050,804
	\$(2,627,900)	\$(791,405)	\$(149,961)	\$(157,329)	\$(160,476)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT,	\$ -	\$ -	\$ -	\$ -	\$ -



**BYLAW NO. 1153, 2020**  
**SCHEDULE "B"**  
**2020 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 FiveYear 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 2020. Property taxes usually form the greatest proportion of revenue. As a revenue source, property taxation offers a stable and reliable source of revenues for services such as:

- Governance & Administration
- Operations & Public Works
- Protective Services
- Recreation, Parks & Culture

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 are applied include water and sewer usage, & solid waste management – these are charged on a user pay basis. User fees are designed to apportion the value of a service to those who use the service.

**Table 1: 2020 Funding Sources**

<b>Revenue Source</b>	<b>% of Total Revenue</b>	<b>Dollar Value</b>
Property Taxes including Payments in Lieu	<b>27.7%</b>	<b>\$2,368,851</b>
Service Utility Fees (Frontage Taxes)	<b>5.6%</b>	<b>\$476,300</b>
User fees	<b>11.6%</b>	<b>\$992,620</b>
Reserves	<b>9.0%</b>	<b>\$763,600</b>
Surplus	<b>0.9%</b>	<b>\$75,000</b>
DCC Revenues	<b>2.8%</b>	<b>\$248,400</b>
Borrowing	<b>0%</b>	<b>\$0</b>
Grants/Donations	<b>34.3%</b>	<b>\$2,930,150</b>
Other sources	<b>8.1%</b>	<b>\$689,400</b>

**Objective and Policies**

- to continue to seek grants for major infrastructure repair and replacement
- to keep the public well-informed about projects and initiatives
- to review utility participation rates to ensure they are equitably funded
- to establish reserve policies to assist in the funding of future capital replacements and to stabilize tax and utility rates
- to ensure that Village services are financially sustainable

## Distribution of Property Taxes

Table 2 outlines the distribution of property taxes among the property classes.

**Table 2: 2020 Distribution of Property Tax Rates**

Property Class	% of Total Property Taxation
Residential (1)	66%
Business (6)	29%
Recreation/Non-profit (8)	5%

## 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
- 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
- Ensure that property taxes are in line with goals and policies in the Official Community Plan and Regional Growth Strategy

## Permissive Tax Exemptions

### Policies & Objectives

Council does not currently support permissive tax exemptions. Taxpayers within the various property classes are treated equitably and policies are established for each class and not for individual property owners.