



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: October 5, 2020
Time: 7:00 p.m.
Location: Council Chambers, Memorial Hall, 290 Esplanade Avenue, Harrison Hot Springs, British Columbia

1. CALL TO ORDER	
Meeting called to order by Mayor Facio. Acknowledgment of Sts'ailes traditional territory	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ADOPTION OF COUNCIL MINUTES	
(a) THAT the Regular Council Meeting Minutes of September 8, 2020 be adopted.	Item 4(a) Page 1
(b) THAT the Special Council Meeting Minutes of September 15, 2020 be adopted.	Item 4(b) Page 7
(c) THAT the Committee of the Whole Meeting Minutes of September 29, 2020 be adopted.	Item 4(c) Page 9
5. BUSINESS ARISING FROM THE MINUTES	
6. CONSENT AGENDA	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	
iv. Correspondence	
7. DELEGATIONS/PETITIONS	
8. CORRESPONDENCE	
(a) Letter dated September 21, 2020 from District of Kent. Re: Request for Letter of Support for new regional aquatic facility.	Item 8(a) Page 13
9. BUSINESS ARISING FROM CORRESPONDENCE	
10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS	
Councillor Hooper <ul style="list-style-type: none"> • Agassiz Harrison Historical Society • Fraser Health 	

- Fraser Valley Regional Library Board (Alternate Municipal Director)

Councillor Palmer

- Fraser Valley Regional Library Board (Municipal Director)
- Kent Harrison Joint Emergency Program Committee
- Public Art Committee

Councillor Piper

- Corrections Canada Citizen's Advisory Committee
- Harrison Agassiz Chamber of Commerce
- Kent Harrison Joint Emergency Program Committee
- Tourism Harrison

Councillor Vidal

- Agassiz Harrison Healthy Communities
- Fraser Valley Regional District Board (Alternate Municipal Director)
- Fraser Valley Regional District Hospital Board (Alternate Municipal Director)

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

- (a) Report of Deputy Chief Administrative Officer/CO – September 14, 2020
Re: Application for Food Primary Licence – Taco Rio

Item 12(a)
Page 15

Recommendation:

THAT the proposed extended Liquor Licence hours of service of 12:00 (midnight) to 2:00 a.m. for the Food Primary Licence for Taco Rio not be supported; and

THAT the Village refrain from undertaking public consultation on the matter due to the quiet residential nature of the neighborhood.

- (b) Report of Community Services Coordinator – September 14, 2020
Re: Civic Plaza Observation Deck Re-purposing

Item 12(b)
Page 21

Recommendation:

THAT an expenditure of up to \$30,000 for the purchase of furnishings and relocation of equipment from the Civic Plaza Observation Deck be approved and come from the Resort Municipality Initiative – Beach and Lagoon Improvements budget.

- (c) Report of Deputy Chief Administrative Officer/CO – September 15, 2020
Re: Village Office Christmas Closure Schedule – 2020-2021

Item 12(c)
Page 23

Recommendation:

THAT the Village Office be closed to the public from December 25, 2020 through January 1, 2021.

Re: Request for Cancellation of s. 57 Notice on Title

Recommendation:

THAT staff be directed file an application to cancel Notice on Title CA8037409 at the Land Title Office on the property legally described as Strata Lot 2, Section 133, Township 4, Range 29, West of the 6th Meridian, New Westminster District Strata Plan EPS3064, together with an interest in the common property in proportion to the entitlement of the Strata Lot as shown on Form V (PID: 029-768-381).

Re: Council Remuneration and Expense Policy

Recommendation:

THAT Council Remuneration and Expense Policy No. 1.16 be amended as follows:

1. The addition of Local Government Leadership Academy and related CivX professional development opportunities as an eligible expense
2. Clarification regarding expense eligibility
3. Inclusion of the provision for a cost of living allowance effective 2023 (adopted February 18, 2020)
4. The deletion of the reference to tax-exempt remuneration
5. The change to the Provincial Government automobile allowance rates

13. BYLAWS

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: September 8, 2020
TIME: 7:00 p.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, 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
Community Services Coordinator, Rhonda Schell
Operations Manager, Tyson Koch
Planning Consultant, Ken Cossey

ABSENT: None

Recording Secretary: Tyler Kafi

1. CALL TO ORDER

Mayor Facio called the meeting to order at 7:00 p.m.
Mayor Facio acknowledged the traditional territory of Sts'ailes.

2. INTRODUCTION OF LATE ITEMS

- (a) Attachments to Report of Planning Consultant – 464 Alder Avenue
 - a. Site plan and draft Development Variance Permit
- (b) Consideration of the development of a Council Code of Conduct
- (c) Consideration of the development of a Social Media Policy

3. APPROVAL OF AGENDA

Moved by Councillor Piper
Seconded by Councillor Palmer

THAT the agenda be approved as amended.

CARRIED
UNANIMOUSLY
RC-2020-09-01

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Vidal
Seconded by Councillor Piper

THAT the Regular Council Meeting Minutes of August 10, 2020 be adopted as amended.

CARRIED
UNANIMOUSLY
RC-2020-09-02

*Village of Harrison Hot Springs
Minutes of the Council Meeting
September 8, 2020*

Errors and Omissions

On page one of the minutes under "In Attendance" it should read: "Planning Consultant, Ken Cossey".

On page one of the minutes, under the heading "Absent" it should read:

"1. CALL TO ORDER

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

Mayor Facio acknowledged the traditional territory of Sts'ailes"

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

- i. Bylaws
- ii. Committee/Commission Minutes
- iii. Correspondence

None

7. DELEGATIONS/PETITIONS

None

8. CORRESPONDENCE

None

9. BUSINESS ARISING FROM CORRESPONDENCE

None

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

Councillor Hooper

- Fraser Health
 - August 12, 19, 26 & September 2, 2020 attended a video conference and training with CNIB (Canadian National Institute for the Blind) and Wireless Wednesday
 - August 14, 2020 attended a video conference on homelessness and poverty with the Tamarack Institute
 - August 20, 2020 took part in a skype meeting with Agassiz Harrison Healthy Communities

*Village of Harrison Hot Springs
Minutes of the Council Meeting
September 8, 2020*

- August 27, 2020 attended an open-air meeting on Prevention and Community Engagement (BC Responsible and Problem Gambling Program) on the effects of online gambling and gaming
- August 31, 2020 attended a video conference and information session on Diabetes & Vision Loss Group with CNIB (Canadian National Institute for the Blind)
- Agassiz Harrison Historical Society
 - August 11, 2020 attended a meeting held at the Agassiz Museum. The Society is seeking funds for the restoration of the 'Old Breakwater Building'.
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- August 18, 2020 attended an Agassiz Harrison Community Services volunteer event
- August 22 & 23, 2020 took part in the beach clean up organized by the Watershed Watch Salmon Society

Moved by Councillor Hooper
Seconded by Councillor Palmer

THAT Councillor Hooper be approved to attend the Foundation for Community Engagement course at the Tamarack Institute at a cost of \$150.00.

FAILED
OPPOSED BY MAYOR FACIO, COUNCILLORS PALMER, PIPER, VIDAL
RC-2020-09-03

Councillor Palmer

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- Public Art Committee – No Report

Councillor Piper

- Corrections Canada Citizen's Advisory Committee
 - August 24, 2020 attended teleconference meeting at Mountain Institution
- Harrison Agassiz Chamber of Commerce – No report
- Kent Harrison Joint Emergency Program Committee – No report
- Tourism Harrison – No report
- Reported that Orange Shirt Day is September 30, 2020
- Reported that Purple Light Nights is for the month of October to increase awareness on domestic violence
- Requested that consideration of the development of a Council Code of Conduct and a Social Media Policy be added to the next Committee of the Whole Meeting

Village of Harrison Hot Springs
Minutes of the Council Meeting
September 8, 2020

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT direction be given to staff that the development of a Council Code of Conduct and Social Media Policy be added to the upcoming Committee of the Whole Agenda.

CARRIED
UNANIMOUSLY
RC-2020-09-04

Councillor Vidal

- Agassiz Harrison Healthy Communities
 - Attended meeting August 20, 2020
- Fraser Valley Regional District Board (Alternate Municipal Director) – No Report
- Fraser Valley Regional District Hospital Board (Alternate Municipal Director) – No Report
- Reported that September is Literacy Month in BC

11. MAYOR'S REPORT

- Commented on the 14 new containers on the beachfront for recycling in partnership with U-Return-It
- August 18, 2020 attended an Agassiz Harrison Community Services volunteer event
- Reported on the UBCO and CTQ's joint venture Mural Project design which was an inspiration from the Village's Screw Pump Miami River Flood Control project
- Last week attended a meeting on a Needs Assessment in the District of Kent with Agassiz Harrison Community Services

12. REPORTS FROM STAFF

- (a) Report of Operations Manager – August 27, 2020
Re: Lagoon Fountain and Aeration project

Moved by Councillor Vidal
Seconded by Councillor Hooper

THAT the lagoon Fountain and Aeration Project, be awarded to Pond Pro Canada and be approved at a cost not to exceed \$109,000 to be funded by the Resort Municipality Initiative (RMI) Funds; and

THAT additional project costs including electrical upgrades and environmental consulting be approved at a cost not to exceed &75,000 to be funded by the Resort Municipality Initiative (RMI) Funds.

CARRIED
OPPOSED BY COUNCILLOR HOOPER
RC-2020-09-05

Village of Harrison Hot Springs
Minutes of the Council Meeting
September 8, 2020

- (b) Report of Planning Consultant – August 31, 2020
Re: Issuance of Development Variance Permit – 464 Alder Avenue

Moved by Councillor Vidal
Seconded by Councillor Palmer

THAT Development Variance Permit 3090-20-DVP01/20 be issued to Colin Caldwell and Andrea Fisher-Fleming for the property located at 464 Alder Avenue, Harrison Hot Springs for land legally described as Lot 55, Sec 12, Twp 4, Rg 29, W6M, New Westminster District Plan 42313

CARRIED
OPPOSED BY COUNCILLOR HOOPER
RC-2020-09-06

13. BYLAWS

None

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

Questions from the public were entertained.

15. ADJOURNMENT

Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT the meeting be adjourned at 8:30 p.m.

CARRIED
UNANIMOUSLY
RC-2020-09-07

Leo Facio
Mayor

Debra Key
Corporate Officer

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

DATE: Tuesday, September 15, 2020
TIME: 9:00 a.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, Harrison Hot Springs, BC

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

Chief Administrative Officer, Madeline McDonald
Deputy Administrative Officer/Corporate Officer, Debra Key
Financial Officer, Tracey Jones
Operations Manager, Tyson Koch
Community Services Manager, Rhonda Schell

ABSENT:

Recording Secretary: Debra Key

1. CALL TO ORDER

Mayor Facio called the meeting to order at 9:00 a.m.

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
SC-2020-09-01

4. DELEGATIONS/PETITIONS

None

Village of Harrison Hot Springs
Minutes of the Special Meeting
September 15, 2020

5. **REPORTS FROM STAFF**

- (a) Report of Operations Manager – September 11, 2020
Re: Alder Avenue Storm Project

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT the Village award the contract for the Alder Avenue Storm Sewer Project to Ghotra Trucking and Excavating at a cost of \$131,387.29.

**CARRIED
UNANIMOUSLY**
SC-2020-09-02

6. **BYLAWS**

None

7. **QUESTIONS FROM THE PUBLIC** (pertaining to agenda items only)

Questions from the public were entertained.

8. **ADJOURNMENT**

Moved by Councillor Palmer
Seconded by Councillor Piper

THAT the meeting be adjourned at 9:13 a.m.

**CARRIED
UNANIMOUSLY**
SC-2020-09-03

Leo Facio
Mayor

Debra Key
Corporate Officer

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

DATE: Tuesday, September 29, 2020
TIME: 9:00 a.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, 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
Community Services Coordinator, Rhonda Schell
Operations Manager, Tyson Koch

ABSENT: None

Recording Secretary: Brianne Stevens

1. CALL TO ORDER

Mayor Facio called the meeting to order at 9:00 a.m.

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Councillor Piper

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
COW-2020-09-01

4. ITEMS FOR DISCUSSION

- (a) Report of Planning Consultant – August 24, 2020
Re: Land Use Opportunities for 435 – 476 Hot Springs Road

Moved by Councillor Piper

THAT the proposed options as outlined in the Planning Consultant's report be placed on the table for discussion.

**CARRIED
UNANIMOUSLY**
COW-2020-09-02

Village of Harrison Hot Springs
Minutes of the Committee of the Whole Meeting
September 29, 2020

Options

1. THAT Council proceed with the public hearing, for Bylaws 1142 and 1143, 2019, as proposed.
2. THAT Council proceed with a small placemaking exercise, prior to the holding of a public hearing.
3. THAT Council proceed with a small placemaking exercise and that the final report form part of the overall Official Community Plan review.
4. THAT Council not proceed with the public hearing and not entertain any further discussion on the uses of these parcels of land

Moved by Councillor Palmer

THAT a small placemaking exercise proceed and that a summary report be presented to Council for consideration.

CARRIED
OPPOSED BY COUNCILLOR HOOPER
COW-2020-09-03

- (b) Report of Community Services Coordinator – September 14, 2020
Re: Community Engagement and Consultation Plan for Use of Vacant Lands

Moved by Councillor Piper

THAT the Community Engagement and Consultation Plan for Use of Vacant Lands be approved.

CARRIED
UNANIMOUSLY
COW-2020-09-04

- (c) Report of Deputy Chief Administrative Officer/CO – September 9, 2020
Re: Council Code of Conduct and Social Media Communications Policy

Moved by Councillor Piper

THAT the draft Council Code of Conduct and Social Media Communications Policy be presented for consideration.

CARRIED
UNANIMOUSLY
COW-2020-09-05

Village of Harrison Hot Springs
Minutes of the Committee of the Whole Meeting
September 29, 2020

Moved by Councillor Palmer

THAT staff be directed to draft a Council Code of Conduct based on the UBCM model as presented.

**CARRIED
UNANIMOUSLY**
COW-2020-09-06

Moved by Councillor Piper

THAT the draft Social Media Communications Policy be adopted as presented.

**CARRIED
OPPOSED BY COUNCILLOR PALMER**
COW-2020-09-07

- (d) Report of Chief Administrative Officer – September 22, 2020
Council Remuneration and Expense Policy No. 1.16 and Travel and Expense Policy No. 1.07

Moved by Councillor Piper

THAT the draft Employee Travel and Expense Policy No. 1.07 be adopted as amended.

**CARRIED
UNANIMOUSLY**
COW-2020-09-08

Moved by Councillor Palmer

THAT the draft Council Remuneration and Expense Policy No. 1.16 be referred back to staff for additional clarification regarding future cost of living increases and more specific criteria as to when expenses are eligible for reimbursement.

**CARRIED
UNANIMOUSLY**
COW-2020-09-09

5. ADJOURNMENT

Moved by Councillor Palmer

THAT the meeting be adjourned at 10:42 a.m.

**CARRIED
UNANIMOUSLY**
COW-2020-09-10

Leo Facio
Mayor

Debra Key
Corporate Officer



7170 Cheam Avenue
PO Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.kentbc.ca

September 21, 2020

Mr. Leo Facio, Mayor
Village of Harrison Hot Springs
495 Hot Springs Rd
Harrison Hot Springs, BC V0M 1K0

Via Email: lfacio@harrisonhotsprings.ca

Dear Mayor ~~Facio~~: *Leo,*

RE: Support for Regional Aquatic Facility within the District of Kent

The District continues to seek funding opportunities to replace the aging infrastructure at the Ferny Coombe Pool with the hope of developing a new regional aquatic facility. As previously identified, a new regional community pool may be connected to the southwest side of the Community Recreation and Cultural Centre and operated by the District in conjunction with other recreation services. A year-round regional aquatic facility may include accessible features such as a 25-metre lap swimming pool, leisure pool, hot tub, sauna and steam room.

Unfortunately, the District was not successful with our initial aquatic facility application through the Investing in Canada's Infrastructure funding program (ICIP); however, the second intake of the ICIP grant program was recently announced with a deadline of October 1, 2020. The District is currently preparing another application for a regional aquatic facility and is once again reaching out to our neighboring communities to obtain a letter of support.

The District strongly believes that our communities must continue to work together to enhance our shared regional infrastructure. With the combined efforts of each of our residents, projects such as the proposed aquatic facility, can be extremely beneficial to the health, wellbeing and the growth of our region.

In consideration of this project, we are respectfully requesting our neighboring communities to submit a letter of support to the District by September 28, 2020 to enable us time to include with our grant application.

For more information, please contact the undersigned or Ms. Jennifer Thornton, Director of Community Services and Projects at jthornton@kentbc.ca.

Sincerely,

Sylvia Pranger
Sylvia Pranger
Mayor

Pc: W. Mah, Chief Administrative Officer
J. Thornton, Director of Community Services & Projects
M. Veenbaas, Director of Financial Services

0400-600

FILE #	DATE
1855-03	Sept 21/20
<input type="checkbox"/> CAO	<input type="checkbox"/> NERA
<input type="checkbox"/> DCAO/CO	<input type="checkbox"/> PW
<input type="checkbox"/> FO	<input type="checkbox"/> OTHER
<input type="checkbox"/> ACCOUNT	<input checked="" type="checkbox"/> MAY
<input type="checkbox"/> COMM SERV	<input checked="" type="checkbox"/> COUNCIL
File # 1855-03 ^B ^C	
COUNCIL AGENDA	
DATE	Oct 5/20
	INITIAL <input type="checkbox"/>
ITEMS: A-REQ, ACTION:	
B - INFO - W/REP;	
C - INFO ONLY	



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 14, 2020
FROM: Debra Key, Deputy Chief **FILE:** 4320-50
Administrative Officer/Corporate Officer
SUBJECT: Application for Food Primary Licence – Taco Rio

ISSUE: Application for a Food Primary Licence for Taco Rio Restaurant Proposal

BACKGROUND:

A request has been received from Jacqueline Fong in support of her application to the Liquor and Cannabis Regulation Branch for a Food Primary Licence for a new restaurant located at 791 Hot Springs Road, identified as Taco Rio. The previous restaurant at this location operated as the Harrison Chinese Restaurant. A Food Primary Licence allows for service of liquor in addition to other services such as food with standard liquor service hours from 9:00 a.m. to 12:00 midnight Monday through Sunday. The applicant is requesting extended hours of liquor service from 9:00 a.m. to 2:00 a.m. Extended hours of service past midnight are subject to local government approval.

Liquor Licence applications with hours of liquor service that extend past midnight requires Local Government approval so that the Local Government will be provided an opportunity to consider the impact of the community.

The proposed business at 791 Hot Springs Road is zoned Commercial C2. It is the only property in this area with a commercial zoning. All of the surrounding properties are all zoned R1, R2 and R5 residential and is in close proximity to Peace Park, zoned P1.

Given the immediate vicinity of the proposed establishment is primarily residential, late night alcohol consumption does not seem to be an appropriate use to introduce to this location. Council does have the option to undertake public consultation about the matter, but also may choose not to do so given that the proposed license extension is not in keeping with the neighborhood character which is identified as low density residential by the Official Community Plan.

RECOMMENDATION:

THAT the proposed extended Liquor Licence hours of service of 12:00 (midnight) to 2:00 a.m. for the Food Primary Licence for Taco Rio not be supported; and

THAT the Village refrain from undertaking public consultation on the matter due to the quiet residential nature of the neighborhood.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key
Deputy Chief Administrative Officer/CO

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

Enclosure: Application for Food Primary Licence



Liquor and Cannabis Regulation Branch
 400-845 Tyee Road, Victoria, BC V8W 9J8
 Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 9J8
 Phone: 250-952-5787 Fax: 250-952-7066

FOOD PRIMARY LICENCE APPLICATION FORM

Liquor and Cannabis Regulation Form LCRB001B

Instructions:
 Using the attached guide, complete this application form, attach the required documents, and submit the package with payment to the Liquor and Cannabis Regulation Branch.

Part 1: Applicant

Applicant Name: Jacqueline Long Office use only
Job No. _____

Mailing Address: [REDACTED] V5T 0C1

If different than location address. Street City Province Postal Code

Email: tacorio eats@gmail.com Phone: 778-863-3878

Business Number: 761586312-BC0001

Applicant Type:

Private Corporation Sole Proprietor Partnership

Public Corporation Society Other: _____

Do you or any individual associated with this application have a tied house association (see page 4 of the guide) with a manufacturer or agent? No Yes

*If yes, identify each licence number(s). Attach a separate list if needed.

- Please check (X) Yes or No to each of the following:
- No Yes The applicant is the owner of the business in respect of which the licence is to be issued or will become the owner before the licence is issued.
 - No Yes At the time of application, the applicant is:
 - The owner or has an agreement to purchase the place or premises that will form the proposed establishment, or
 - The lessee or has a binding offer to lease the place or premises that will form the proposed establishment.
 - No Yes At the time the licence is issued, the applicant will be:
 - The owner of the place or premises that forms the establishment, or
 - The lessee of the place or premises that forms the establishment (term no less than 12 months).

Part 2: Contact Person

Name: Jacqueline Long Telephone: 778-863-3878

Email: tacorio eats@gmail.com

Part 3: Establishment (Restaurant) Proposal

Proposed Name: Taco Rio

Physical Address: 791 Hot Springs Rd. Street City Postal Code

Phone: 778-863-3878 Business Email: tacorio eats@gmail.com

If the FP licence is issued, would you like mail sent to the establishment? No Yes

Parcel Identifier (PID): 007 - 173 - 385

If you answer 'Yes' to any of the following questions, see the guide for further instructions:

- Will this establishment overlap a liquor primary licence (aka dual licence)? No Yes
Is your establishment a standalone patio with no interior seating? No Yes
Is your establishment located at a winery, brewery, or distillery? No Yes
Is your establishment located on Treaty First Nation land? No Yes

Opening Date

Proposed Opening Date: Sept 1, 2020

Hours of Liquor Service

Set liquor service hours to 9:00 a.m. - 12:00 midnight (standard hours), Monday - Sunday

Enter proposed hours of liquor service below, if not standard hours

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open	9:00am	9:00am	9:00am	9am	9am	9am	9am
Close	2am	2am	2am	2am	2am	2am	2am

Note: Hours of liquor service that extend past midnight requires local government/First Nations approval. See the guide.
Entertainment Endorsement

Patron Participation Entertainment - dancing, karaoke or other types of entertainment that involve patron participation in the service area

Note: This endorsement requires local government/First Nations approval. See the guide.

Establishment (Restaurant) Layout

Submit the restaurant floor plan according to the requirements outlined in the guide

Are you applying for a patio? No Yes If Yes, it must be included on the floor plan.

Other Options

If you are applying for any of the following, please refer to the guide for further instructions:

Catering Endorsement

Third Party Operator

Part 4: Declaration of Signing Authority

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: "A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12, (ii) when making a report or when required and as specified by the general manager under section 59".

As the applicant or authorized signatory of the applicant, I understand and affirm that all of the information provided is true and complete.

Signature: _____

Authorized signatory of the applicant

Name: Jacqueline Fong

(last / first / middle)

Position: manager

(if not an individual)

Date: 16 / 08 / 2020

(Day/Month/Year)

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the applicant to ensure that the individual who signs this form is authorized to do so. Typically, an authorized individual will be as follows:

- If the applicant is an individual or sole proprietor, the individual himself/herself
- If the applicant is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the applicant is a general partnership, one of the partners
- If the applicant is a limited partnership, the general partner of the partnership
- If the applicant is a society, then a director or a senior manager (as defined in the Societies Act)

Part 5: Application Fee \$950 (non-refundable)

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (check one):

Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)

Money order, payable to Minister of Finance

Credit card: VISA MasterCard AMEX

I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.

I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

Provide credit card info

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the Liquor Control and Licensing Act. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 8282 STN PROV GVT, Victoria, BC, V8W 6J8 or by phone toll free at 1-866-209-2111.

LCRB001B

3 of 3

Food Primary Licence Application Form

Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card):

Credit card number: Expiry date: /
(Month) (Year)

Signature:



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 14, 2020
FROM: Rhonda Schell **FILE:** 0810-20-09
Community Services Coordinator
SUBJECT: Civic Plaza Observation Deck Re-purposing

ISSUE:

The re-purposing of the Civic Plaza Observation Deck.

BACKGROUND:

The Civic Plaza Observation Deck was beautifully refinished in 2016 and currently houses an eight-piece fitness equipment circuit.

DISCUSSION:

Covered public spaces where people can enjoy the outdoors in the rainy seasons are extremely limited within the Village. As summer draws to a close and the COVID-19 pandemic is still posing a threat, increasing covered outdoor space is important for the health and wellbeing of both residents and visitors. The Civic Plaza Observation Deck offers a central location adjacent to the business district with a beautiful view of Harrison Lake and the mountains. The Observation Deck is covered, accessible and, in its current capacity as an exercise facility, underutilized.

Staff is proposing that the outdoor exercise equipment be relocated to Spring Park which is regularly used as an area for fitness and recreation. The area previously used as a lawn bowling green is adjacent to the Miami River trail system and is accessible. The Observation Deck then would be equipped with tables and chairs that match our existing streetscape furniture, as shown in the attachment.

RECOMMENDATION:

THAT an expenditure of up to \$30,000 for the purchase of furnishings and relocation of equipment from the Civic Plaza Observation Deck be approved and come from the Resort Municipality Initiative – Beach and Lagoon Improvements budget.

Respectfully submitted:

Rhonda Schell
Rhonda Schell
Community Services Coordinator

REVIEWED BY:

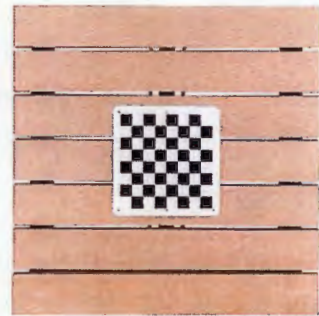
Madeline McDonald
Madeline McDonald
Chief Administrative Officer

Attachment:

Bistro Table and Stool Combo



Single Ped Picnic Table (with Chess Board)



OUTDOOR ALUMINUM CHESS BOARD OPTION

Wheelchair Accessible





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: September 15, 2020
FROM: Debra Key FILE: 2510-01
Deputy Chief Administrative Officer/CO
SUBJECT: Village Office Christmas Closure Schedule – 2020-2021

ISSUE:

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

BACKGROUND:

Historically the Village Office has been closed to the public between Christmas and the New Year. This year, it is proposed that the Village Office be closed from December 25, 2020 through January 1, 2021. The office would re-open on Monday, January 4, 2021. December 25th & 26th and January 1st are statutory holidays.

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

RECOMMENDATION:

THAT the Village Office be closed to the public from December 25, 2020 through January 1, 2021.

Respectfully submitted:

REVIEWED BY:

Debra Key signature and title: Deputy Chief Administrative Officer/ Corporate Officer

Madeline McDonald signature and title: Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: September 22, 2020
FROM: Debra Key Deputy Chief Administrative Officer/CO FILE: 3800-20-BP18-520HSR

SUBJECT: Request for Cancellation of s. 57 Notice on Title

ISSUE: Request for cancellation of s. 57 Notice on Title

BACKGROUND:

At a September 9, 2019 Council meeting, a Show Cause Hearing was heard to provide the property owner of Unit #2 - 520 Hot Springs Road, Harrison Hot Springs, BC, legally described as Strata Lot 2, Section 133, Township 4, Range 29, West of the 6th Meridian, New Westminster District Strata Plan EPS3064, together with an interest in the common property in proportion to the entitlement of the Strata Lot as shown on Form V (PID: 029-768-381) an opportunity for response to a contravention of the Fraser Valley Regional District's Building Bylaw No. 1188.

Council passed a motion to direct staff to file a Notice in accordance with s.57 of the Community Charter due to contraventions of the Fraser Valley Regional District's Building Bylaw No. 1188. The property owner was also given an additional 151 days as of September 9, 2019 to bring the property into compliance before the filing of the s. 57 Notice on Title. The property was not brought into compliance by February 9, 2020 and subsequently, a s. 57 Notice on Title was registered in the Land Title Office on February 14, 2020.

The Village has received request on September 21, 2020 from the property owner seeking cancellation of the s. 57 Notice on Title (attached). Confirmation has also been received from the Fraser Valley Regional District Building Department that all approved demolition and renovations have been completed to bring the property into compliance and a Final Inspection on September 9, 2020 has been approved. Accordingly, staff recommends that the s. 57 Notice on Title be cancelled.

RECOMMENDATION:

THAT staff be directed file an application to cancel Notice on Title CA8037409 at the Land Title Office on the property legally described as Strata Lot 2, Section 133, Township 4, Range 29, West of the 6th Meridian, New Westminster District Strata Plan EPS3064, together with an interest in the common property in proportion to the entitlement of the Strata Lot as shown on Form V (PID: 029-768-381).

Respectfully submitted:

REVIEWED BY:

Debra Key
Debra Key
Deputy Chief Administrative Officer/CO

Madeline McDonald
Madeline McDonald
Chief Administrative Officer

RECEIVED

SEP 21 2020

BY VILLAGE OF HARRISON HOT SPRINGS

Desirae Bailie

520 Hot Springs Rd, Box 466

Harrison Hot Springs BC, V0M 1K0

September 17, 2020

Village of Harrison Hot Springs
495 Hot Springs Rd.
Harrison Hot Springs BC, V0M 1K0

Dear Mayor & Council,

I am writing to request a cancellation of the Section 57 notice that was registered on title of my property of 2-520 Hot Springs Road, Harrison Hot Springs BC, V0M 1K0 PID: 029-768-381.

The contravention outstanding at this property has now been resolved. Building permit # BP014806 was approved and issued by the Fraser Valley Regional District on February 27, 2020. The demolition/renovations were completed and final inspection took place on September 9, 2020 and passed. I have attached a copy of the building permit, and the final building inspection results.

Thank you for your time and consideration in this matter.

Sincerely,

Desirae J. Bailie

FILE #	DATE
3800-20-8918-520	Sept 22/20
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> INFRA
<input type="checkbox"/> DCAO/CT	<input type="checkbox"/> PW
<input type="checkbox"/> FO	<input type="checkbox"/> OTHER
<input type="checkbox"/> ACCOUNTS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> COM. SER	<input checked="" type="checkbox"/> COUNCIL
ITEM <i>①</i>	C
COUNCIL ACTION	
DATE <i>Oct 5/20</i>	INITIAL <input type="checkbox"/>
ITEMS A-REQ, ACTION:	
B - INFO - WREP;	
C - INFO ONLY	



Building Permit

45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6
 Phone: 604-702-5000 Toll Free: 1-800-528-0061 Fax: 604-792-9684
 Building Bylaw #1188

Permit Number	BP014806
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Property Information			
Site Address	2 520 HOT SPRINGS RD		
Proposed Works	Renovation and demo of interior walls	Construction Value	\$
	STRATA LOT 2, SECTION 13, TOWNSHIP 4, RANGE 29, MERIDIAN W6, NEW WESTMINSTER DISTRICT, PLAN EPS3064, MERIDIANS SHORT 6, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V		
Legal Description			
Folio Number	527.5240-16320	PID	029-768-381

List of Required Inspections

	Before any concrete is poured, after the footing form work is complete, including reinforcing bars.
	Siting and/or elevation prior to pouring foundation walls.
	Before any backfill is placed, after the perimeter draitile, drain rock and roof water piping is installed and the foundation damp proofing has been applied.
	Before any backfill is placed, after the drywell is complete.
	Before any backfill or concrete is placed and before any inside covering is commenced, after the plumbing is complete, including sanitary system and water system tests.
	Before any insulation, drywall or other interior or exterior finish is applied, which would conceal the work, after framing and sheathing of the building are complete, including fire-stopping, bracing and drilling and cutting for the placement of services.
	Before the interior finish is installed, after the insulation and vapour barrier have been installed.
	Before occupancy takes place, after the structure has been completed and is ready for occupancy.
BI	Conversion as per approved plans

B.I. – Building Inspector; BCLS – British Columbia Land Surveyor; PRO – Supervising Registered Professional

IMPORTANT NOTICE

The plans accompanying this permit and signed by the Building Official form part of this permit. This permit authorizes the construction of the building/structure only in accordance with the plans and specifications issued with the permit. Any deviation from the plans or specifications requires the approval of the Building Official. If the plans are signed by an engineer/architect, changes must also be approved by the engineer/architect.

This Permit may become void if work is not commenced within six months of date of issuance.

When calling for inspection it is required that you call at least one working day prior to the day of inspection and quote the Permit Number. It is the responsibility of the owner and his agent to call the Building Official for inspections as construction proceeds. Failure to call for inspection at the appropriate time may result in serious difficulties, delays or rendering this building permit void. Occupancy is restricted until written permission is granted.

The Building Permit number Placard issued with this Permit MUST be clearly visible from the road.

You are required to obtain a completed Final inspection prior to commencing use of the permitted works.

This permit is valid for a maximum of **2** year(s). If the project takes longer to complete, an application to renew the permit must be submitted to the Building Inspector.

Building Official: Greg Price **Date:** Feb 27 2020

Total Fee	\$150	Balance Owng	\$0 27
-----------	--------------	--------------	---------------

Additional Permit Requirements-2 520 HOT SPRINGS RD

This document forms part of Building Permit BP014806

1. **The Building Inspector may refuse to enter a building site if they believe that site safety rules and regulations are not being followed.**

3. **Elevation requirements for the Underside of the Lowest Floor Joists and Top of Garage Slab:**

The greater of:	14.5mGSC 1.5m above the natural boundary of Miami Creek, Miami Slough or any other watercourse, lake marsh or pond.
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4. The maximum height of a designated crawl space is 5'.

Note: this building permit has been issued under the 2012 B.C. Building Code, including all amendments effective as of Feb 05, 2020.

I/We acknowledge that the BC Building Code states:

1.2.1.2. Responsibility of Owner

- 1) Unless otherwise specified in this Code, the owner of a *building* shall be the person responsible for carrying out the provisions of this Code in relation to that *building*.
- 2) The owner of a *building* is in no way relieved of full responsibility for complying with this Code by the *authority having jurisdiction*
 - a) granting a *building* permit,
 - b) approving drawings or specifications, or
 - c) carrying out inspections.➤ and

I / We agree that:

THIS BUILDING PERMIT HAS BEEN ISSUED FOR THE PURPOSE OF CONSTRUCTING A Renovation and demo of interior walls.

Desirae Bailie
Print Name

Desirae Bailie
Signature

March 2/20
Date

NEW WESTMINSTER LAND TITLE OFFICE

LAND TITLE ACT BRITISH COLUMBIA
FORM 17 CHARGE, NOTATION OR FILING Feb-14-2020 09:48:32.001
LAND TITLE AND SURVEY AUTHORITY

CA8037409

PAGE 1 OF 3 PAGES

Your electronic signature is a representation that
(a) you are a subscriber under section 168.6 of the *Land Title Act*, RSBC 1996 c.250, and that you are authorized to electronically sign this application by an e-filing direction made under section 168.22(2) of the act, and
(b) if this application requires a supporting document, that you are a designate authorized to certify this application under section 168.4 of the *Land Title Act*, RSBC 1996, c.250, that you certify this application under section 168.43(3) of the act, and that the supporting document or a true copy of the supporting document, if a true copy is allowed under an e-filing direction, is in your possession.

Lynda Marie Stokes ZHI214
Digitally signed by Lynda Marie Stokes ZHI214
Date: 2020.02.14 09:46:57 -08'00'

1. APPLICANT: (Name, address, phone number of applicant, applicant's solicitor or agent)

Lynda Stokes, Barrister & Solicitor

Lidstone and Company

1300 - 128 Pender Street West

Vancouver

BC V6B 1R8

Phone: 604 689-5263

File: 3333

Document Fees: \$29.66

Deduct LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[legal description]

SEE SCHEDULE

STC? YES

3. NATURE OF CHARGE, NOTATION, OR FILING: AFFECTED CHARGE OR NOTATION NO:

MUNICIPAL GOVERNMENT NOTICE

ADDITIONAL INFORMATION:

NATURE OF CHARGE, NOTATION, OR FILING: AFFECTED CHARGE OR NOTATION NO:

ADDITIONAL INFORMATION:

4. PERSON TO BE REGISTERED AS CHARGE OWNER: (including occupation(s), postal address(es) and postal code(s))

VILLAGE OF HARRISON HOT SPRINGS

495 HOT SPRINGS ROAD

HARRISON HOT SPRINGS

V0M 1K0

BRITISH COLUMBIA

CANADA

ADDITIONAL PARCEL INFORMATION

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID] [LEGAL DESCRIPTION]

029-768-381

**STRATA LOT 2 SECTION 13 TOWNSHIP 4 RANGE 29 WEST OF THE 6TH
MERIDIAN NEW WESTMINSTER DISTRICT STRATA PLAN EPS3064**

STC?

YES

**TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN
PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN
ON FORM V**

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID] [LEGAL DESCRIPTION]

STC?

YES

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID] [LEGAL DESCRIPTION]

STC?

YES



**VILLAGE OF HARRISON HOT SPRINGS
CERTIFIED COPY OF RESOLUTION**

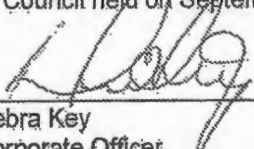
Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT a Notice in the Land Title Office be filed in accordance with s. 57 of the Community Charter due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code at Unit #2 - 520 Hot Springs Road, Harrison Hot Springs, BC, legally described as Strata Lot 2, Section 133, Township 4, Range 29, West of the 6th Meridian, New Westminster District Strata Plan EPS3064, together with an interest in the common property in proportion to the entitlement of the Strata Lot as shown on Form V (PID: 029-768-381); and

THAT the property owner be given an additional 151 days as of September 9, 2019 to bring the property into compliance before the filing of the Section 57 Notice on Title.

**CARRIED
UNANIMOUSLY**
RC-2019-09-07

CERTIFIED a true and correct copy of a resolution as adopted by Council of the Village of Harrison Hot Springs at a meeting of Council held on September 9, 2019



Debra Key
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 30, 2020
FROM: Madeline McDonald **FILE:** 0340-50
 Chief Administrative Officer
SUBJECT: Council Remuneration and Expense Policy No. 1.16

ISSUE: Council Remuneration and Expense Policy No. 1.16 requires amendments

BACKGROUND:

At the September 29, 2020 Committee of the Whole meeting, Council considered a recommendation to revise Council Remuneration and Expense Policy 1.16. The draft presented was referred back to staff for further revision.

DISCUSSION:

The draft presented did not reflect the provision of the cost of living (COLA) adjustments for Council remuneration that was adopted February 18, 2020. This adjustment will come into effect in 2023, after the current Council term. This was an oversight which has been corrected in the current draft, attached to this report for Council's consideration and review. Staff was also asked to make reference to the CivX program offered by the Local Government Leadership Academy as an approved professional development opportunity and to provide further detail as to when travel expenses are eligible for reimbursement.

RECOMMENDATION:

THAT Council Remuneration and Expense Policy No. 1.16 be amended as follows:

1. The addition of Local Government Leadership Academy and related CivX professional development opportunities as an eligible expense
2. Clarification regarding expense eligibility
3. Inclusion of the provision for a cost of living allowance effective 2023 (adopted February 18, 2020)
4. The deletion of the reference to tax-exempt remuneration
5. The change to the Provincial Government automobile allowance rates

Respectfully submitted:

Madeline McDonald

Madeline McDonald
 Chief Administrative Officer

COUNCIL	POLICY NO. 1.16
COUNCIL REMUNERATION AND EXPENSE ALLOWANCE	DATE ADOPTED: February 20, 2012 AMENDMENTS: November 5, 2012 March 4, 2013 February 18, 2020

1. PURPOSE

The purpose of this policy is to establish the terms and conditions for Council remuneration and travel expenses pursuant to the Community Charter.

Where feasible and practical all expenses incurred will represent the most economical cost to the Village.

2. DEFINITIONS

“Councillor” means Mayor and Council unless otherwise stated in this policy.

3. REMUNERATION

- a. The remuneration for the Mayor shall be \$30,000 per year; plus an annual cost of living adjustment be tied to the Annual BC Consumer Price Index. The cost of living adjustment shall be applied on January 1st on an annual basis commencing January 1, 2023.
- b. The remuneration for Councillors shall be \$15,000 per year; plus an annual Cost of Living Adjustment be tied to the Annual BC Consumer Price Index. The cost of living adjustment shall be applied on January 1st on an annual basis commencing January 1, 2023.

4. EXPENSE ALLOWANCE

- a. Councillors’ expenses shall not exceed the budget allocation contained in the annual budget without the approval of Council.

- b. *Councillors are entitled to the reimbursement of expenses, as outlined in this policy, which are incurred while they are travelling on approved Village business. Approved Village business shall include events described under Section 9 of this policy as well as the attendance of meetings or events outside of the community where they have been assigned or invited by the Mayor to represent the Village.*

5. TRAVEL AND TRANSPORTATION

- a. *The use of personal vehicles will be reimbursed at the rate of set out by the Province of BC Ministry of Finance Travel Policy.*
- b. Councillors will be reimbursed *for automobile insurance costs* for the difference between the cost of "pleasure use" and the cost of "business use" if the use of their personal automobile for municipal purposes is beyond "pleasure use."
- c. air travel will be based on economy air fare (receipt required).
- d. public transportation will be reimbursed at actual cost (receipt required).
- e. car rental will be reimbursed at actual cost (receipt required). If the Councillor wishes to use a car rental in lieu of his/her personal vehicle, reimbursement will not exceed the amount as if the personal vehicle was used for the trip.
- f. Parking will be based on standard public parking rates (receipts are required). Fees for enhanced parking services such as valet parking will be the responsibility of the Councillor.

6. ACCOMMODATIONS

- a. *Council members are entitled to the cost of overnight accommodation when travelling on approved Village business and when they are unable to return home on the same day.*
- b. Where possible rooms will be booked in advance and will be based on a basic standard room available to the general travelling public, except, in the case where three or more Council members attend, one (1) suite will be booked to accommodate a meeting room for Council if required
- c. If a Councillor wishes to upgrade their accommodations they will be responsible for any costs incurred for the upgrade.
- d. If a Councillor books their own accommodation, a receipt will be required and the reimbursement will be based on the rate for a standard room.
- e. Where a Councillor provides his/her own accommodation by RV, friends or relatives they will be reimbursed at the rate of \$25.00 per night.

7. MEALS

Where Councillors are outside of the community during regular meals times on approved Village business, and meals are not otherwise provided, Councillors will be reimbursed for meals at the following rates:

Breakfast	\$20.00
Lunch	\$30.00
Dinner	\$40.00

8. ENTERTAINMENT EXPENSES

- a. Where the Mayor, or a Councillor authorized by Council, is required to entertain "official visitors" to the Village, the Mayor and/or Councillor will be entitled to reimbursement of actual costs.
- b. Where the mayor or a Councillor attends a function or event in an official capacity any expenses associated with their attendance will be paid by the Village.

9. CONFERENCES AND PROFESSIONAL DEVELOPMENT

- a. Councillors are authorized to attend the Lower Mainland Local Government Association events, *including CivX*, and the Union of British Columbia Municipalities *Annual Convention*.
- b. Councillors are authorized to attend professional development opportunities presented by the Local Government Leadership Academy.
- c. The Mayor or his designate is also authorized to attend the Federation of Canadian Municipalities Conference.
- d. Councillors may be eligible for reimbursement for other training or professional development opportunities which are related to their responsibilities as an elected representative of the Village, subject to the approval of Council.
- e. *All expenses which are eligible for reimbursement under this policy shall be subject the funds approved in the annual budget allocation.*

10. PER DIEM ALLOWANCE

- a. The per diem allowance is recognized as a “nuisance cost” to the Councillor who is required to be away from their residence for a prolonged period of time.
- b. Per diem allowances are paid without deduction and subject to the following conditions:

a. for any event scheduled longer than 6 hours outside of the Village boundaries	\$50 per day
b. for any event scheduled outside the province	\$100 per day

- c. Travel time is included in the calculation for entitlement.

11. GENERAL

- a. Councillors will be required to submit expense claims with receipts as appropriate, and certify that their claim is submitted in accordance with this policy.
- b. Alcohol is not an eligible expense.*
- c. The Village will reimburse such expenses as are described in this policy. Additional costs will be the responsibility of the Councillor.*