



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, February 7, 2022
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 January 17, 2022 be adopted.

Item 4(a)
Page 1

(b) THAT the Committee of the Whole Meeting Minutes of January 27 and 28, 2022

Item 4(b)
Page 7

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) Lower Mainland Local Government Association 2022 Conference and AGM
Re: Resolutions – Request for Submissions

Item 8(a)
Page 13

9. BUSINESS ARISING FROM CORRESPONDENCE

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

Councillor Hooper
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

13. BYLAWS

Item 13(a)
Page 19

- (a) Report of Financial Officer – January 28, 2022
Re: 2022-2026 Financial Plan Bylaw No. 1174, 2022

Recommendation:

THAT the 2022-2026 Financial Plan Bylaw No. 1174, 2022 be introduced and be given first reading; and

THAT the 2022-2026 Financial Plan be forwarded for public consultation at an Open House to be held on February 22, 2022.

14. NEW BUSINESS

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

16. ADJOURNMENT

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

DATE: Monday, January 17, 2022
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 (Arrived at 7:07 p.m.)
Councillor Gerry Palmer
Councillor Michie Vidal

Chief Administrative Officer, Madeline McDonald
Deputy Chief Administrative Officer/CO, Debra Key
Operations Manager, Tyson Koch
Community Services Manager, Rhonda Schell
Planning Consultant, Ken Cossey

ABSENT:

Recording Secretary: T. 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

None

3. APPROVAL OF AGENDA

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
RC-2022-01-01

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Vidal
Seconded by Councillor Piper

THAT the Regular Council Meeting Minutes of December 20, 2021 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2022-01-02

5. BUSINESS ARISING FROM THE MINUTES

None

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Minutes of the Regular Council Meeting
January 17, 2022*

6. CONSENT AGENDA

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 (written report)

- Agassiz Harrison Historical Society
- Fraser Health
 - Attended a webinar held by the Alzheimer Society of BC on January 12, 2022
 - Attended Zoom meeting and training with the CNIB on December 22, 2021 January 5 and 15, 2022
 - Attended a Zoom BC CRN on the increase of abuse on January 10, 2022
- Fraser Valley Regional Library Board (Alternate Municipal Director)
- Attended Lets'emot Community to Community Zoom meeting on January 12, 2022

Councillor Palmer

- Fraser Valley Regional Library Board (Municipal Director)
- Kent Harrison Joint Emergency Program Committee
- Public Art Committee
- Attended Lets'emot Community to Community Zoom meeting on January 12, 2022

Councillor Piper

- Corrections Canada Citizens Advisory Committee
- Harrison Agassiz Chamber of Commerce
 - Attended a virtual meeting on January 11, 2022
- Kent Harrison Joint Emergency Program Committee
- Tourism Harrison
- Attended Lets'emot Community to Community Zoom meeting on January 12, 2022

Councillor Vidal

- Agassiz Harrison Healthy Communities
- Fraser Valley Regional District Board (Alternate Municipal Director)
- Fraser Valley Regional District Hospital Board (Alternate Municipal Director)
- Attended Lets'emot Community to Community Zoom meeting on January 12, 2022

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11. MAYOR'S REPORT

- Reported that the Lower Mainland LGA Conference & AGM will take place in Whistler May 4 to 6, 2022
- Thanked the Village Public Works staff who have been working long shifts through the holidays clearing snow and the indoor staff who have been receiving concerns from the public
- Reported that Tourism Harrison will need volunteers to remove decorations from the Lights by the Lake event on Wednesday, January 19, 2022 at 10:00 AM
- Reported out on the Fraser Valley Regional District Regional and Corporate Services Committee meeting of January 13, 2022

12. REPORTS FROM STAFF

- (a) Report of Planning Consultant – December 14, 2021
Re: Issuance of Development Permit DP06/21 – 470 Esplanade Avenue

Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT Development Permit DP 06/21 be issued to Oasis at Harrison Lake Developments Ltd for the property located at 470 Esplanade Avenue, Harrison Hot Springs for the land legally described as: Lot A, Sec 13, Twp 4, Rg 29, W6M, New Westminster District Plan EPP 112669.

Subject to the following:

- a) A Landscaping agreement being entered into with the Village, and
- b) The provision of an Irrevocable Letter of Credit in the amount of \$503,640.00 is provided to the Village.

CARRIED
OPPOSED BY COUNCILLOR HOOPER
RC-2022-01-03

- (b) Report of Deputy Chief Administrative Officer/Corporate Officer – January 10, 2022
Re: 2022 Municipal Elections Appointments

Moved by Councillor Vidal
Seconded by Councillor Hooper

THAT pursuant to s. 58(1) and (2) of the Local Government Act, Rhonda Schell be appointed Chief Election Officer for conducting the 2022 general local election and assent voting with power to appoint other election officials as required for the administration and conduct of the 2022 general local election and assent voting to be held in October 2022; and

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THAT Debra Key be appointed Deputy Chief Election Officer for the 2022 general local election.

**CARRIED
UNANIMOUSLY**
RC-2022-01-04

- (c) Report of Chief Administrative Officer – January 12, 2022
Re: Emergency Notification Software

Moved by Councillor Palmer
Seconded by Councillor Hooper

THAT the Village undertake an annual subscription to the Alertable emergency notification system at a cost of approximately \$3000.00 per year.

**CARRIED
UNANIMOUSLY**
RC-2022-01-05

13. BYLAWS

- (a) Report of Deputy Chief Administrative Officer/Corporate Officer – January 12, 2022
Re: Revitalization Tax Exemption Bylaw No. 1170, 2021 for adoption

Moved by Councillor Piper
Seconded by Councillor Palmer

THAT Revitalization Tax Exemption Bylaw No. 1170, 2021 be adopted.

**CARRIED
OPPOSED BY COUNCILLOR HOOPER**
RC-2022-01-06

14. NEW BUSINESS

- (a) Volunteer Recognition Policy

Moved by Councillor Vidal
Seconded by Councillor Hooper

THAT staff be directed to report back to Council with a draft policy for a nomination-based volunteer recognition program, to recognize residents who demonstrate extraordinary volunteerism, community service and commitment to the wellbeing and benefit of our citizens, visitors and local businesses.

**CARRIED
UNANIMOUSLY**
RC-2022-01-07

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

Questions from the public were entertained.

16. ADJOURNMENT

Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT the meeting be adjourned at 8:01 p.m.

**CARRIED
UNANIMOUSLY**
RC-2022-01-08

Leo Facio
Mayor

Debra Key
Corporate Officer

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

DATE: Thursday, January 27, 2022 at 9:00 a.m. and
Friday, January 28, 2022 at 10:00 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

Deputy Chief Administrative Officer/CO, Debra Key
Finance Officer, Tracey Jones-Piron
Operations Manager, Tyson Koch
Community Services Manager, Rhonda Schell

ABSENT: None

Recording Secretary: Tyler Kafi

THURSDAY, JANUARY 27, 2022

1. CALL TO ORDER

Mayor Facio called the meeting to order at 9:02 a.m.
Mayor Facio acknowledged the traditional territory of Sts'ailes.

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

- Mayor Facio requested that Item (f) be moved to Thursday, January 27, 2022 after item (b). Item (g) be moved to Thursday, January 27, 2022 directly after item (f)

Moved by Councillor Piper

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**
COW-2022-01-01

4. ITEMS FOR DISCUSSION

- (a) Report of the Financial Officer – January 24, 2022
Re: 2022-2026 Draft Financial Plan

The Financial Officer provided a brief PowerPoint presentation of the draft 2022-2026 Financial Plan and highlighted points on general revenue, general expenses, grants, general capital projects, reserves, development cost charges and estimated tax rates for 2022.

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Minutes of the Committee of the Whole Meeting
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Moved by Councillor Hooper

THAT the tax multiplier rate for 2022 remain status quo with the 2021 tax ratios.

DEFEATED
OPPOSED BY COUNCILLORS VIDAL, PIPER AND PALMER
COW-2022-01-02

Moved by Councillor Piper

THAT the 2022 tax multiplier rate be changed to reflect a more balanced percentage increase for each class of properties.

CARRIED
OPPOSED BY COUNCILLOR HOOPER
COW-2022-01-03

RECESS BREAK at 10:02 am

RECONVENED at 10:11 am

- (b) Memo to Lets'emot Community to Community Forum – January 21, 2022
Re: Flood Mitigation Projects – Harrison Hot Springs Priorities

Received and filed.

- (c) Report of Operations Manager – January 19, 2022
Re: Water Filling Stations/Water Fountains

Moved by Councillor Vidal

THAT the installation of water bottle filling stations/water fountains at Rendall Park, Spring Park and the Beach Washrooms be approved at a cost of up to \$45,000.00 to be funded by the COVID-19 Safe Restart Grant funding.

CARRIED
OPPOSED BY COUNCILLOR HOOPER
COW-2022-01-04

- (d) Report of Community Services Manager – January 18, 2022
Re: BC Transit Bus Shelter Program

Moved by Councillor Piper

THAT staff be authorized move bus stops 132024, 132025 and 126011 to the locations proposed in the BC Transit Bus Shelter Program report of January 18, 2022 or alternate locations approved by BC Transit.

CARRIED
UNANIMOUSLY
COW-2022-01-05

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Moved by Councillor Vidal

THAT staff apply to BC Transit's Transit Shelter Program for one E2 Base Shelter in 2022, two E2 Base Shelters in 2023, and three E2 Base Shelters in 2024.

**CARRIED
UNANIMOUSLY**
COW-2022-01-06

Moved by Councillor Piper

THAT an E2 Base Transit Shelter be installed for Bus Stops 132025, 126010, 126011, 132007, 132024, and 132004; and

**CARRIED
UNANIMOUSLY**
COW-2022-01-07

Moved by Councillor Palmer

THAT up to \$14,000 in 2022, \$28,000 in 2023 and \$42,000 in 2024 for the installation of bus shelters be included in the Five-Year Financial Plan to be funded from the Federal Gas Tax Fund.

**CARRIED
UNANIMOUSLY**
COW-2022-01-08

5. ADJOURNMENT

Moved by Councillor Palmer

The meeting be adjourned at 11:02 am to Friday, January 28, 2022 at 10:00 a.m.

**CARRIED
UNANIMOUSLY**
COW-2022-01-09

FRIDAY, JANUARY 28, 2022

The Committee of the Whole Meeting reconvened at 10:00 a.m.

1. ITEMS FOR DISCUSSION

- (e) Presentation of Parking Master Plan – IBI Consultants
Re: Parking Master Plan Final

IBI Consultants provided a PowerPoint presentation on the short and long-term recommendations of the Final Parking Master Plan.

Council in Committee discussion ensued on all points of recommendations.

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Moved by Councillor Palmer

THAT the Final Parking Master Plan of January 19, 2022 be received.

**CARRIED
UNANIMOUSLY**
COW-2022-01-10

- (f) Report of Operations Manager – January 12, 2022
Re: Permanent Washrooms for Spring Park

The Corporate Officer reported a correction to Page 60, under Option 5, first paragraph, first sentence, which should read: "In 2017, Village council received a report from staff that identified the cost to install an equivalent washroom facility at "Spring Park" to be roughly \$144,100.00".

Moved by Councillor Piper

THAT the January 12, 2022 report regarding options for a permanent washroom in Spring Park be received.

The report was referred back to staff to provide options for a year-round washroom facility at Spring Park to include costs and funding sources.

**CARRIED
UNANIMOUSLY**
COW-2022-01-11

- (g) Report of Community Services Manager – January 17, 2022
Re: Off Leash Dog Park

Moved by Councillor Vidal

THAT the Off Leash Dog Park report of January 17, 2022 be received.

**CARRIED
UNANIMOUSLY**
COW-2022-01-12

Moved by Councillor Vidal

THAT the location of the Off Leash Dog Park be Firehall Park.

**CARRIED
OPPOSED COUNCILLOR VIDAL**
COW-2022-01-13

Moved by Councillor Palmer

THAT staff be directed to bring back a report for a bare minimum off leash dog park at Firehall Park as a pilot project to include costs, liability and safety information, and hours of operation.

**CARRIED
UNANIMOUSLY**
COW-2022-01-14

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2. ADJOURNMENT

Moved by Councillor Piper

THAT the meeting be adjourned at 2:06 p.m.

**CARRIED
UNANIMOUSLY**
COW-2022-01-15

Leo Facio
Mayor

Debra Key
Corporate Officer



LOWER MAINLAND
LOCAL GOVERNMENT ASSOCIATION

2022 CONFERENCE & AGM

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The Lower Mainland LGA Executive is calling for resolutions to be considered at the 2022 Conference & AGM. The conference will take place in person from May 4-6 in Whistler, BC.

DEADLINE FOR RESOLUTIONS

All resolutions must be received by the Lower Mainland LGA by **Friday, March 4, 2022**.

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the Lower Mainland LGA for consideration please send:

1. A Word document by email to ssstory@lmlga.ca by the deadline. You will receive a confirmation email that your resolution was received. Lower Mainland LGA staff are happy to answer any questions in regard to the resolutions process. **It is not necessary to mail your resolution.**
2. Title the email "Resolution-Title of Resolution" or in the case of multiple resolutions subject header "Resolutions-X Number Enclosed".
3. Include a cover letter as an attachment outlining how many resolutions that have been sent and list the title of each resolution.

Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Members are responsible for submitting accurate resolutions. Lower Mainland LGA recommends that local government staff assist in drafting the resolutions, check the accuracy of legislative references, and be able to answer questions from the Lower Mainland LGA and UBCM about each resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 2 pages and specific to a single resolution. Do not submit backgrounders for multiple resolutions. The backgrounder may include links to other information sources and reports.
- Resolutions must be regional in nature and relevant to other local governments within the Lower Mainland LGA rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and should not contain more than two "whereas" clauses. Each whereas clause must only have **one sentence**.

UBCM RESOLUTION PROCEDURES

UBCM urges members to submit resolutions to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. If absolutely necessary, however, local governments may submit council or board endorsed resolutions directly to UBCM prior to June 30. Should this be necessary, detailed instructions are available on the UBCM website.

UBCM RESOLUTIONS PROCESS

1. Members submit resolutions to their Area Association for debate.
2. The Area Association submits resolutions endorsed at its Convention to UBCM.
3. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention.
4. Resolutions endorsed at the UBCM Convention are submitted to the appropriate level of government for response.
5. UBCM will forward the response to the resolution sponsor for review.

UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – whereas clause(s) – and an enactment clause. The preamble describes *the issue*, and the enactment clause outlines *the action being* requested of UBCM. A resolution should answer the following three questions:

- a) What is the problem?
- b) What is causing the problem?
- c) What is the best way to solve the problem?

Preamble:

The preamble begins with "WHEREAS" and is a concise paragraph about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. Supporting background documents can describe the problem more fully if necessary. Do not add extra clauses.

Only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved" and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is unclear or too complex for them to understand quickly. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit.

2. For resolutions to be debated at UBCM, focus on issues that are province wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts. Regionally specific resolutions may be referred back to the Lower Mainland LGA and may not be entered for debate during the UBCM Convention.

3. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution without having to try to interpret complicated text or vague concepts.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem, or the action being requested. Provide factual background information to ensure that the resolution is understood fully so that members understand what they are debating and UBCM can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate background**er that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders that relate to multiple resolutions. The backgrounder may include links to other information sources and reports.

The backgrounder should outline what led to the presentation and adoption of the resolution by the local government and can link to the report presented to the council or board along with the resolution. Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned or having to be submitted directly to UBCM.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution and helps eliminate the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

7. Avoid repeat resolutions.

In the past, resolutions have come back year after year on the same topic. Elected officials and staff are encouraged to search the UBCM Resolutions database available through their website at www.ubcm.ca Click on the "Resolutions and Policy" tab at the top of the page. It will be possible to locate any resolutions on the same topic that have been considered in the past and what the responses have been.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >>.

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?* >>:

Therefore be it resolved that UBCM << *specify here the action(s) that **UBCM** are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses* >>.

If absolutely necessary, there can be a second enactment clause (the "therefore" clause that specifies the action requested) with the following format:

And be it further resolved that << *specify any additional actions needed to address the problem identified in the whereas clauses* >>.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** January 28, 2022
FROM: Tracey Jones-Piron **FILE:** 1700-02
Financial Officer
SUBJECT: 2022-2026 Financial Plan Bylaw No. 1174, 2022

ISSUE: To introduce the 2022-2026 Financial Plan Bylaw No. 1174, 2022

BACKGROUND:

Council reviewed the draft 2022-2026 Financial Plan at the Committee of the Whole on January 27th, 2022 and made the following amendments.

- Inclusion of \$45,000 in funding from the COVID 19 Safe Restart Grant, in the 2022 budget year, for three water bottle filling stations
- Inclusion of expenditures for Bus Shelters for 2022, 2023 2024 at a cost of \$14,000 for one, \$28,000 for two and \$42,000 for 3 respectively.

Pursuant to s. 165(1) of the *Community Charter*, Council must adopt annually, a five year Financial Plan that sets out the objectives and policies of the municipality.

Pursuant to Section 166 of the *Community Charter*, Council must undertake a process of public consultation regarding the proposed financial plan before its adoption.

Following First Reading of the 2022-2026 Financial Plan Bylaw 1174, the Plan will be made available for public consultation at an open house tentatively scheduled for February 22, 2022 at 10:00 a.m. Staff will provide a summary of the public feedback regarding the 2022-2026 Financial Plan at the Regular Meeting of Council on February 22, 2022 and Financial Plan Bylaw No. 1174 will be on the agenda for further consideration by Council at that time. The public will have additional opportunity to provide comment during that meeting

Accordingly, the 2022-2026 Financial Plan Bylaw No. 1174, 2022 is attached for Council's consideration.

RECOMMENDATION:

THAT the 2022-2026 Financial Plan Bylaw No. 1174, 2022 be introduced and be given first reading; and

THAT the 2022-2026 Financial Plan be forwarded for public consultation at an Open House to be held on February 22, 2022.

Respectfully submitted;

REVIEWED BY:

Tracey Jones-Piron

Tracey Jones-Piron
Financial Officer

Madeline McDonald

Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1174, 2022

**A Bylaw of the Village of Harrison Hot Springs to establish the 2022 – 2026
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 2022 - 2026.
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 2022 – 2026.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1174, 2022"
4. Bylaw No. 1161, 2021 – 2025 Financial Plan and all amendments are hereby repealed.

READINGS AND ADOPTION

READ A FIRST TIME THIS 7th DAY OF FEBRUARY, 2022

READ A SECOND TIME THIS DAY OF , 2022

READ A THIRD TIME THIS DAY OF , 2022

ADOPTED THIS DAY OF , 2022

Mayor

Corporate Officer

BYLAW NO. 1174, 2022
SCHEDULE "A"
2022-2026 Financial Plan

	2022	2023	2024	2025	2026
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES:					
PROPERTY TAXES - MUNICIPAL	2,519,662	2,555,375	2,567,209	2,620,309	2,672,715
COLLECTIONS OTHER GOVERNMENTS & AGENCIES	2,118,175	2,214,180	2,300,185	2,371,789	2,419,224
PENALTIES & INTEREST - TAXES	-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	38,617	38,935	39,505	40,296	41,101
PAYMENTS IN LIEU OF TAXES	6,400	6,400	6,400	6,400	6,528
TOTAL TAXES COLLECTED	4,682,854	4,814,891	4,913,299	5,038,793	5,139,569
REMITTANCES OTHER GOVERNMENTS & AGENCIES	(2,118,175)	(2,214,180)	(2,300,185)	(2,371,789)	(2,419,224)
NET TAXES FOR MUNICIPAL PURPOSES	2,564,679	2,600,711	2,613,114	2,667,004	2,720,344
REVENUE FROM OWN SOURCES	2,174,583	2,205,710	2,240,004	2,297,901	2,343,859
GRANTS AND DONATIONS	5,080,801	565,254.00	562,000.00	567,000.00	578,340.00
DCC	1,298,400	-	-	-	-
CONTRIBUTED ASSETS	-	-	-	-	-
TOTAL REVENUE	\$11,118,463	\$5,371,675	\$5,415,118	\$5,531,906	\$5,642,544
EXPENSES:					
LEGISLATIVE	131,900	143,700	135,500	138,128	140,891
GENERAL GOVERNMENT	1,335,315	1,226,900	1,240,745	1,260,612	1,285,824
PROTECTIVE SERVICES	346,523	315,177	318,443	322,412	328,860
DEVELOPMENT PLANNING	482,335	122,700	122,700	125,154	127,657
TOURISM AND COMMUNITY IMPROVEMENT	296,015	300,235	304,673	310,624	316,837
ENGINEERING, TRANSPORTATION, STORM WATER	960,237	864,993	872,459	886,424	904,152
SOLID WASTE	277,437	222,314	228,167	240,460	245,269
PARKS, RECREATION & CULTURAL SERVICES	599,815	604,950	612,535	620,793	633,208
WASTEWATER UTILITY	937,500	915,175	925,557	936,796	955,532
WATER UTILITY	545,123	546,491	553,657	560,456	571,666
DEBT- INTEREST	15,700	15,700	15,700	15,700	16,014
TOTAL EXPENDITURES	5,927,900	5,278,336	5,330,135	5,417,558	5,525,909
SURPLUS (DEFICIT)	\$5,190,563	\$93,339	\$84,983	\$114,347	\$116,635
CAPITAL, DEBT, RESERVES, TRANSFERS & BORROWING					
CAPITAL EXPENDITURES	(7,792,701)	(152,000)	(151,000)	(111,180)	(113,404)
REPAYMENT ON DEBT	(53,100)	(53,100)	(53,100)	(53,100)	(54,162)
PROCEEDS OF DEBT	-	-	-	-	-
CONTRIBUTIONS TO RESERVES	(1,137,997)	(1,150,239)	(1,156,883)	(1,186,248)	(1,209,973)
TRANSFERS FROM RESERVES	2,113,000	137,000	151,000	111,180	113,404
APPROPRIATION FROM SURPLUS	555,235	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	1,125,000	1,125,000	1,125,000	1,125,000	1,147,500
	\$(5,190,563)	\$(93,339)	\$(84,983)	\$(114,348)	\$(116,635)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT,	-	0	0	0	0

BYLAW NO. 1174, 2022
SCHEDULE "B"
2022 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 Five Year Financial Plan, objectives and policies regarding each of the following:

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

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022. Property taxes usually form the greatest proportion of revenue for operations. 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 & pay parking – 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: 2022 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes including Payments in Lieu	18.7%	\$2,564,679
Service Utility Fees	3.5%	\$491,000
User fees	8.7%	\$1,209,349
Reserves	15.4%	\$2,113,000
Surplus	4.0%	\$555,235
DCC Revenues	9.4%	\$1,298,400
Grants/Donations	36.9%	\$5,080,801
Other sources	3.4%	\$474,234

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 rates
- to ensure that Village services are financially sustainable

Distribution of Property Taxes

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

Table 2: 2022 Distribution of Property Tax Rates

Property Class	% of Total Property Taxation
Residential (1)	67%
Business (6)	28%
Recreation/Non-profit (8)	5%

Policies and Objectives

- Ensure that Village services are financially sustainable
- 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
- Continue to seek grants for major infrastructure renewal and projects
- Keep the public well-informed about projects and initiatives
- Maintain reserve funds for the funding of future capital replacements
- Maintain reserve funds to stabilize tax rates when required

Permissive Tax Exemptions

Policies & Objectives

Council may consider a revitalization tax exemption in conjunction with its Financial Plan, for the purpose of providing incentives for development and revitalization of property within the Village.



HARRISON HOT SPRINGS

Naturally Refreshed

DRAFT FINANCIAL PLAN (2022-2026)

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2021 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
DRAFT										
GENERAL FUND										
REVENUE										
PROPERTY TAXES										
GENERAL MUNICIPAL TAXES	2,055,178	2,178,194	2,322,742	2,425,128	2,425,128	2,519,662	2,555,375	2,567,209	2,620,309	2,672,715
COLLECTIONS FOR OTHER GOVERNMENTS & AGENCIES	1,745,566	1,865,480	1,739,940	2,026,746	2,053,715	2,118,175	2,214,180	2,300,185	2,371,789	2,419,224
PENALTIES & INTEREST - TAXES	63,558	61,282	36,734	53,469	-	-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	36,121	36,952	37,901	39,330	38,524	38,617	38,935	39,505	40,296	41,101
PAYMENTS IN LIEU OF TAXES	4,512	4,308	5,889	6,407	5,500	6,400	6,400	6,400	6,400	6,528
Total taxes collected	3,904,935	4,146,216	4,143,207	4,551,080	4,522,867	4,682,854	4,814,891	4,913,299	5,038,793	5,139,569
REMITTANCES TO OTHER GOVERNMENTS & AGENCIES	(1,745,566)	(1,865,480)	(1,739,940)	(2,026,746)	(2,053,715)	(2,118,175)	(2,214,180)	(2,300,185)	(2,371,789)	(2,419,224)
Net Taxes for Municipal Purposes	2,159,369	2,280,736	2,403,267	2,524,334	2,469,152	2,564,679	2,600,711	2,613,114	2,667,004	2,720,344
REVENUE FROM OWN SOURCES										
DCC REVENUE RECOGNISED						40,000				
RESORT MUNICIPALITY INITIATIVE	76,173	91,345	99,275	66,000	100,000	100,000	100,000	100,000	102,000	104,040
CURBSIDE COLLECTION	119,169	122,868	126,309	126,571	125,000	133,929	145,239	155,000	166,000	169,320
LICENSES & PERMITS	38,460	38,865	43,170	54,421	33,200	37,384	37,572	37,763	37,958	38,718
FINES	4,312	6,109	9,612	8,970	4,250	4,250	4,250	4,250	4,335	4,422
RENTAL & LEASE INCOME	42,300	40,681	40,206	46,791	29,000	40,000	49,500	49,500	49,690	50,684
PAY PARKING	185,378	238,425	279,618	361,503	280,000	310,000	310,000	310,000	310,000	316,200
INTEREST EARNED	84,146	114,587	80,362	78,055	45,900	55,900	45,900	45,900	46,818	47,754
GAIN/(LOSS) ON DISPOSAL OF ASSETS	(43,408)	6,764	(1,248)	-	-	-	-	-	-	-
OTHER INVESTMENT INCOME	1,054	1,065	10	-	1,100	-	-	-	-	-
OTHER REVENUE FROM OWN SOURCES	216,630	48,230	70,984	36,156	26,000	26,700	35,700	35,700	35,930	36,649
Total Revenue from Own Sources	724,215	708,938	748,299	778,467	644,450	748,163	728,161	738,113	752,731	767,786
GRANTS AND DONATIONS										
UNCONDITIONAL GRANTS	317,314	323,888	325,689	328,000	325,000	330,000	337,000	334,000	337,000	343,740
CONDITIONAL GRANTS/DONATIONS	140,526	351,477	794,842	530,829	629,500	284,500	128,254	128,000	128,000	130,560
Total Grants and Donations	457,840	675,365	1,120,531	858,829	954,500	614,500	465,254	462,000	465,000	474,300
TRANSFERS FROM RESERVES & SURPLUS										
TRANSFERS FROM RESERVES	-	81,005	8,155	34,988	185,000	190,000	-	-	-	-
TRANSFER FROM SURPLUS	45,790	29,000	-	45,979	55,800	286,135	-	-	-	-
Total transfers from Reserves & Surplus	45,790	110,005	8,155	80,967	240,800	476,135	-	-	-	-
TRANSFER FROM EQUITY IN TCA - GENERAL	671,740	655,009	700,555	714,047	700,000	739,000	739,000	739,000	739,000	753,780
TOTAL REVENUE	4,058,953	4,430,054	4,980,806	4,956,643	5,008,902	5,142,577	4,533,125	4,552,227	4,623,736	4,716,210

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
EXPENDITURES										
COUNCIL										
MAYOR FACIO	37,568	38,282	32,697	31,803	39,500	39,550	40,150	40,750	41,538	42,369
COUNCILLOR REYERSE/HOOPER	18,753	21,130	16,154	16,325	20,850	20,850	21,150	21,450	21,879	22,317
COUNCILLOR BUCKLEY/VIDAL	17,521	20,983	16,794	16,794	20,850	20,850	21,150	21,450	21,879	22,317
COUNCILLOR HANSEN/PALMER	15,363	15,604	15,604	15,627	20,850	20,850	21,150	21,450	21,879	22,317
COUNCILLOR PIPER	19,435	20,443	15,954	15,827	20,850	20,850	21,150	21,450	21,879	22,317
OTHER LEGISLATIVE EXPENSES	4,591	9,143	2,154	3,838	8,450	8,950	18,950	8,950	9,074	9,255
Total Legislative Services	113,230	125,585	99,355	100,213	131,350	131,900	143,700	135,500	138,128	140,891
ADMINISTRATION										
EXPENSES - STAFF	187,973	199,545	149,958	178,004	220,350	222,091	226,162	230,310	234,916	239,614
MANAGEMENT EXPENSES	365,328	363,086	351,842	400,783	443,573	462,483	470,875	479,277	488,642	498,415
TRANSPORTATION & COMMUNICATION	18,968	20,181	13,402	15,085	13,500	13,500	16,500	13,500	13,770	14,045
INFORMATION SERVICES	20,842	22,833	25,602	32,013	54,950	39,500	29,000	29,000	29,440	30,029
PROFESSIONAL & SPECIAL SERVICES	74,734	58,974	59,189	62,277	120,760	182,610	64,910	65,816	67,532	68,883
LIBRARY BOARD	65,536	67,707	69,448	70,688	70,688	71,657	73,401	74,869	76,367	77,894
MISCELLANEOUS SERVICES	13,362	13,773	19,709	20,888	22,200	26,800	26,800	26,800	26,800	27,336
GENERAL GOODS & SUPPLIES	37,964	39,528	47,633	45,201	54,500	62,250	64,200	65,400	66,558	67,889
BANK CHARGES & INTEREST	3,450	4,559	4,220	3,356	4,150	4,150	4,150	4,150	4,233	4,318
MUNICIPAL OFFICE	29,001	27,023	25,670	27,143	40,049	35,274	35,901	36,623	37,354	38,101
AMORTIZATION	211,905	201,123	206,060	210,036	220,000	215,000	215,000	215,000	215,000	219,300
Total Administration	1,029,063	1,018,330	972,734	1,065,473	1,264,720	1,335,315	1,226,900	1,240,745	1,260,612	1,285,824
PROTECTIVE SERVICES										
BYLAW ENFORCEMENT	40,649	43,501	45,529	106,452	86,700	117,300	84,300	84,300	84,300	85,986
ANIMAL WASTE STATIONS	3,317	2,932	3,487	7,740	3,630	6,260	6,285	6,311	6,337	6,464
EMERGENCY MEASURES	12,242	12,961	25,196	30,697	15,500	19,500	19,500	19,500	19,510	19,900
FIRE DEPARTMENT										
FIRE DEPARTMENT ADMINISTRATION	9,822	11,430	16,423	13,876	25,400	25,856	26,373	26,901	27,439	27,987
FIREHALL	25,347	20,156	18,604	26,953	30,250	23,821	24,302	24,816	25,338	25,845
FIRE REMUNERATION & BENEFITS	86,438	102,231	90,050	100,427	111,236	111,277	111,370	112,967	115,226	117,531
FIRE DEPARTMENT VEHICLES	12,142	17,147	9,281	12,520	13,111	13,189	13,401	13,669	13,942	14,221
FIRE DEPARTMENT EQUIPMENT	14,849	14,962	17,740	33,156	42,200	19,320	19,646	19,979	20,319	20,725
FIRE DEPARTMENT AMORTIZATION	4,325	3,911	6,383	11,745	5,000	10,000	10,000	10,000	10,000	10,200
Total Fire Department	152,922	169,838	158,482	198,678	227,197	202,463	205,092	208,332	212,265	216,510
Total Protective Services	209,131	229,231	232,694	343,568	333,027	346,523	315,177	318,443	322,412	328,860

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
DEVELOPMENT PLANNING										
DEVELOPMENT PLANNING	167,128	329,723	79,809	154,088	487,300	487,335	122,700	122,700	125,154	127,657
BUILDING	-	-	-	-	-	-	-	-	-	-
Total Development Planning	167,128	329,723	79,809	154,088	487,300	487,335	122,700	122,700	125,154	127,657
TOURISM & COMMUNITY IMPROVEMENT										
TOURIST INFORMATION CENTRE	33,887	23,284	23,808	23,395	24,465	24,500	24,540	24,581	25,072	25,574
COMMUNITY DEVELOPMENT & EVENTS	160,099	236,824	251,314	203,668	265,018	271,515	275,695	280,092	285,552	291,263
Total Tourism & Community Improvement	193,985	260,108	275,123	227,063	289,483	296,015	300,235	304,673	310,624	316,837
ENGINEERING & TRANSPORTATION SERVICES										
PUBLIC WORKS - COMMON SERVICES	206,825	170,261	132,144	177,790	210,836	202,866	170,711	174,156	177,439	180,987
PUBLIC WORKS OFFICE	11,598	20,861	10,928	14,455	20,400	19,070	14,300	14,546	14,795	15,091
PUBLIC WORKS SHOP	7,432	6,755	3,977	6,583	8,300	35,434	5,469	5,554	5,641	5,754
PUBLIC WORKS YARD	4,672	1,441	104	2,723	2,000	2,040	2,081	2,122	2,165	2,208
PUBLIC WORKS EQUIPMENT	10,419	8,188	6,946	7,945	9,200	9,300	9,400	9,502	9,606	9,798
TRAINING	15,415	5,601	4,902	9,776	16,100	27,840	28,381	28,949	29,528	30,118
FLEET	54,988	45,897	47,072	51,329	47,534	57,372	53,445	53,595	54,363	55,451
ROADS & STREETS										
ROAD RESURFACING	2,964	6,314	13,366	6,661	11,221	11,310	6,432	6,560	6,691	6,825
ROAD MARKING/SIGNAGE	31,120	18,012	16,523	14,254	25,200	40,610	25,962	26,321	26,808	27,344
BRIDGES	4,168	2,807	2,891	3,164	4,000	4,000	4,000	4,000	4,080	4,162
DRAINAGE & DITCHING	24,074	21,189	7,306	8,583	17,000	26,770	22,105	22,448	27,796	28,352
STREET LIGHTING	36,352	32,312	31,572	41,011	41,250	38,265	36,296	36,327	37,039	37,779
STREET CLEANING	4,996	3,767	4,698	3,770	5,000	5,100	5,202	5,306	5,412	5,520
SNOW REMOVAL	10,693	17,517	16,043	12,203	19,281	19,645	20,020	20,400	20,808	21,224
VILLAGE ENTRANCE	4,123	3,505	4,427	2,533	4,954	5,020	5,102	5,204	5,308	5,414
SIDEWALKS	15,871	6,237	7,094	8,817	20,460	20,750	21,165	21,588	22,020	22,460
PARKING METERS	36,556	34,994	37,418	50,427	69,000	69,020	69,040	69,821	70,618	72,030
TRANSIT	-	11,453	-	151	500	700	700	700	700	714
AMORTIZATION - PUBLIC WORKS	15,976	20,179	20,040	19,959	20,000	20,000	20,000	20,000	20,000	20,400
AMORTIZATION - TRANSPORTATION	324,402	290,426	298,395	292,876	336,000	303,000	303,000	303,000	303,000	309,060
Total Engineering & Transportation Services	822,644	727,715	665,847	735,010	888,236	918,112	822,812	830,100	843,817	860,694
FLOOD PROTECTION										
FLOOD PROTECTION	11,990	17,448	11,395	18,437	14,580	17,125	17,182	17,359	17,606	17,958
AMORTIZATION - STORM SEWERS	20,765	22,794	24,126	24,710	22,000	25,000	25,000	25,000	25,000	25,500
Total Flood Protection	32,755	40,242	35,521	43,147	36,580	42,125	42,182	42,359	42,606	43,458

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
WASTE MANAGEMENT										
WASTE MANAGEMENT - MUNICIPAL OPERATIONS	48,120	42,888	51,423	60,324	52,448	53,508	54,575	55,667	56,780	57,915
LANDFILL	5,908	6,309	9,618	-	14,500	14,500	1,500	1,500	1,500	1,530
WASTE MANAGEMENT - CONTRACTED SERVICES	125,901	135,560	137,269	138,390	146,000	109,429	166,239	171,000	182,180	185,824
Total Waste Management	179,929	184,757	198,311	198,713	212,948	277,437	222,314	228,167	240,460	245,269
PARKS, RECREATION & CULTURAL SERVICES										
BEACH	106,732	101,601	115,904	122,039	119,000	114,070	116,351	118,678	121,052	123,473
LAGOON BREAKWATER	1,676	1,878	3,414	3,953	12,300	12,550	12,590	12,631	12,878	13,136
BEACH WASHROOMS	49,405	52,390	51,152	61,842	70,400	68,636	64,662	65,818	66,996	68,336
BOAT LAUNCH & WASHROOMS	20,236	22,934	16,911	12,019	21,825	18,300	18,480	18,674	18,926	19,305
HARRISON LAKE PLAZA	23,031	23,263	18,965	27,145	28,950	32,480	38,020	38,500	39,090	39,872
FEDERAL WHARF	534	1,080	585	940	1,100	1,160	1,170	1,181	1,191	1,215
FLOAT PLANE DOCK	4,438	2,886	412	1,184	1,450	1,620	1,640	1,661	1,682	1,716
MEMORIAL HALL	38,884	65,191	25,352	32,404	38,425	39,018	39,501	40,196	40,905	41,723
MEMORIAL BENCHES			22,940	22,445	8,200	8,200	8,208	8,212	8,376	8,544
ARTS CENTRE	1,943	7,908	4,920	3,080	4,560	4,765	4,830	4,897	4,965	5,064
YACHT CLUB	6,086	5,718	3,114	5,308	6,750	6,925	7,053	7,183	7,315	7,462
RENDALL PARK	17,609	12,444	14,245	21,950	19,125	19,340	17,675	17,976	18,284	18,650
SPRING PARK	35,112	14,374	7,110	19,912	19,350	19,771	20,155	20,548	20,947	21,366
BEACH PLAYGROUND	2,670	4,048	383	4,344	3,923	3,896	3,967	4,042	4,118	4,200
OTHER GREEN SPACES	79,532	84,513	55,860	87,562	81,200	81,084	82,606	84,258	85,943	87,662
QWOLTZ PARK	1,653	158	-	-	2,000	2,000	2,040	2,081	2,122	2,165
NON-CAPITAL ITEMS EXPENSED			4,619	-						
AMORTIZATION - PARKS	9,101	11,950	14,318	14,905	10,000	16,000	16,000	16,000	16,000	16,320
AMORTIZATION - OTHER INFRASTRUCTURE	85,266	104,626	131,233	139,816	87,000	150,000	150,000	150,000	150,000	153,000
Total Parks, Recreation, & Cultural Services	483,909	516,963	491,437	580,846	535,558	599,815	604,950	612,535	620,793	633,208
TRANSFERS TO RESERVES AND ALLOWANCES										
CONTRIBUTION TO ALLOWANCES	95,461	248,763	360,053	447,060	440,900	419,900	445,102	445,206	445,830	454,747
CONTRIBUTIONS TO STATUTORY RESERVES	403,780	358,684	237,945	353,472	230,000	224,300	203,254	203,000	204,500	208,590
Total Transfers to Reserves	499,241	607,447	597,999	800,532	670,900	644,200	648,356	648,206	650,330	663,337
TRANSFER TO CAPITAL FUND										
	90,155	79,905	110,485	79,683	158,800	68,800	83,800	68,800	68,800	70,176
Total Transfers	589,395	687,352	708,483	880,215	829,700	713,000	732,156	717,006	719,130	733,513
TOTAL EXPENDITURES	3,821,170	4,120,008	3,759,314	4,328,336	5,008,902	5,142,577	4,533,125	4,552,227	4,623,736	4,716,210
SURPLUS (DEFICIT)	237,783	310,046	1,221,492	628,307	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
DRAFT										
CAPITAL FUND -REVENUE										
GRANTS - PROVINCIAL/FEDERAL/OTHER	180,356	239,047	20,000	288,299	3,487,000	3,747,301	-	-	-	-
DEBT RESERVE INCOME	139	153	138	116	-	-	-	-	-	-
GAIN ON DISPOSAL OF ASSETS	-	36,668	-	-	-	-	-	-	-	-
TRANSFER FROM RESERVES	274,006	264,448	182,480	407,814	396,458	493,000	137,000	151,000	111,180	113,404
TRANSFER FROM SURPLUS	481,153	675	15,000	-	-	245,000	-	-	-	-
TRANSFER FROM GENERAL FUND	90,155	79,905	110,485	79,683	158,800	68,800	83,800	68,800	68,800	70,176
DEFERRED REVENUES RECOGNISED	57,925	22,075	-	-	-	-	-	-	-	-
OTHER - CAPITAL REVENUE	2,215	3,381	4,587	5,836	-	-	-	-	-	-
RMI FUNDING	55,993	411,198	319,906	53,785	443,500	619,000	-	-	-	-
DCC REVENUE RECOGNISED	-	51,856	93,631	-	-	533,400	-	-	-	-
CONTRIBUTED ASSETS	469,300	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	1,611,242	1,109,405	746,227	835,533	4,485,758	5,706,501	220,800	219,800	179,980	183,580
DEBT										
DEBT FINANCING	18,557	16,595	14,220	13,425	15,700	15,700	15,700	15,700	15,700	16,014
DEBT REPAYMENTS	73,952	118,771	57,741	57,862	53,100	53,100	53,100	53,100	53,100	54,162
	92,509	135,366	71,961	71,287	68,800	68,800	68,800	68,800	68,800	70,176
CAPITAL EXPENDITURES										
MUNICIPAL BUILDINGS	-	-	45,185	-	834,958	750,000	-	-	-	-
OFFICE EQUIPMENT	4,302	34,329	37,388	26,241	26,500	35,000	9,000	9,000	9,180	9,364
FIRE DEPT VEHICLES	82,819	-	-	302,000	100,000	383,000	-	-	-	-
FIRE DEPT EQUIPMENT	-	-	99,086	58,790	76,000	-	-	-	-	-
PW VEHICLES	-	-	-	32,590	40,000	-	-	-	-	-
PW EQUIPMENT	92,933	-	-	-	-	-	-	-	-	-
BUS SHELTER	21,966	-	-	2,542	14,000	14,000	28,000	42,000	-	-
FLOOD PUMP BUILDING/QWOLTZ PARK	57,925	73,931	-	-	15,000	30,000	-	-	-	-
STORMWATER UPGRADES	356,972	178,866	121,312	-	1,100,000	2,085,000	100,000	100,000	102,000	104,040
STREET LIGHTING	-	239,047	-	-	-	-	-	-	-	-
SIDEWALKS REPLACEMENT	22,500	-	-	-	-	-	-	-	-	-
BEACH REDEVELOPMENT	-	-	-	14,674	1,162,000	1,894,000	-	-	-	-
TRAILS DEVELOPMENT	-	-	-	288,299	350,000	161,701	-	-	-	-
ROADS REPLACEMENT	823,323	-	-	-	425,000	-	-	-	-	-
RMI PROJECTS	55,993	411,198	319,906	39,111	243,500	194,000	-	-	-	-
DOCK REPLACEMENT	-	-	-	-	20,000	20,000	-	-	-	-
FEDERAL WHARF REPLACEMENT	-	-	16,212	-	-	-	-	-	-	-
RECREATION/PLAYGROUND EQUIPMENT	-	-	35,177	-	10,000	71,000	15,000	-	-	-
TOTAL EXPENDITURES	1,518,733	937,371	674,265	764,246	4,416,958	5,637,701	152,000	151,000	111,180	113,404
TFR to RESERVES	1,611,242	1,072,737	746,227	835,533	4,485,758	5,706,501	220,800	219,800	179,980	183,580
CAPITAL SURPLUS (DEFICIT) / Carry forward	-	36,668	-	-	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
WASTE WATER REVENUES										
OPERATING REVENUES	560,965	626,715	670,826	682,900	644,500	705,500	707,175	717,557	728,796	743,372
UTILITY SERVICE FEES	215,797	221,719	224,876	231,477	224,000	232,000	233,050	237,711	242,465	247,314
INTEREST	22,287	31,534	21,733	9,953						
GRANT			6,550	22,045	15,000					
GAIN (LOSS) ON DISPOSAL OF ASSETS		(11,639)								
TRANSFER FROM SURPLUS						24,000				
TRANSFER FROM EQUITY IN TCA - SEWER	145,345	157,095	185,404	204,758	160,000	208,000	208,000	208,000	208,000	212,160
TOTAL REVENUES	944,394	1,025,424	1,109,389	1,151,133	1,043,500		1,148,225	1,163,268	1,179,261	1,202,846
EXPENDITURES										
SEWER ADMINISTRATION	99,508	99,946	101,974	106,252	113,554	123,894	119,468	122,227	124,532	127,023
TRAINING	300	2,399	198	4,469	5,258	6,580	6,712	6,846	6,983	7,122
WASTEWATER COLLECTION	17,034	42,611	6,279	24,727	19,294	26,151	26,465	26,695	26,928	27,467
WASTEWATER TREATMENT PLANT	334,978	343,320	395,962	387,999	417,912	457,260	437,613	442,533	448,712	457,686
LIFT STATIONS	106,574	89,397	91,645	96,673	103,482	115,615	116,917	119,256	121,641	124,074
AMORTIZATION - SEWER	145,345	157,095	185,404	204,758	160,000	208,000	208,000	208,000	208,000	212,160
Total Operating Costs	703,739	734,766	781,462	824,879	819,500	937,500	915,175	925,557	936,796	955,532
TRANSFERS TO RESERVES AND ALLOWANCES	22,287	31,534	-	9,953	-	-	-	-	-	-
TRANSFER TO CAPITAL FUND	213,000	213,000	246,608	224,000	224,000	232,000	233,050	237,711	242,465	247,314
Total Transfers	235,287	244,534	246,608	233,953	224,000	232,000	233,050	237,711	242,465	247,314
TOTAL EXPENDITURES	939,026	979,300	1,028,070	1,058,832	1,043,500	1,169,500	1,148,225	1,163,268	1,179,261	1,202,846
Sewer Operating Fund SURPLUS (DEFICIT)	5,368	46,124	81,318	92,301	-	-	-	-	-	-
CAPITAL FUND REVENUES										
DCC REVENUE RECOGNISED	86,115	553,943	130,513	15,550	1,050,000	500,000				
TRANSFER FROM SEWER OPERATIONS	213,000	213,000	224,876	224,000	224,000	232,000	233,050	237,711	242,465	247,314
TRANSFER FROM RESERVES		385,987	256,525			1,010,000				
CONTRIBUTED ASSETS	40,500									
INFRASTRUCTURE GRANTS					1,100,000					
TOTAL REVENUES	339,615	1,152,930	611,914	239,550	2,374,000	1,842,000	233,050	237,711	242,465	247,314
CAPITAL EXPENDITURES	126,615	939,930	387,038	15,550	2,150,000	1,510,000				
WASTEWATER RESERVES	213,000	213,000	224,876	224,000	224,000	232,000	233,050	237,711	242,465	247,314
TOTAL EXPENDITURES	339,615	1,152,930	611,914	239,550	2,374,000	1,842,000	233,050	237,711	242,465	247,314
Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2022 - 2026- FIVE YEAR FINANCIAL PLAN DETAILS

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
WATER FUND										
REVENUES										
OPERATING REVENUES	475,951	352,113	367,864	390,362	349,513	369,920	376,598	384,130	408,166	416,330
UTILITY SERVICE FEES	224,611	243,718	247,731	256,410	252,300	259,000	260,726	262,493	267,743	273,098
INTEREST	1,919	5,296	6,504	4,373						
GAIN (LOSS) ON DISPOSAL OF ASSETS	(440,616)									
TRANSFER FROM EQUITY IN TCA	148,027	172,881	173,191	173,191	160,000	178,000	178,000	178,000	178,000	181,560
TOTAL REVENUES	409,892	774,009	795,291	824,337	761,813	806,920	815,324	824,623	853,909	870,987
EXPENSES										
WATER ADMINISTRATION	94,053	97,495	102,130	110,409	128,208	136,542	134,553	137,614	140,226	143,031
TRAINING	300	623	1,798	2,405	3,258	4,670	4,763	4,859	4,956	5,055
WATER SUPPLY & DISTRIBUTION	73,705	84,741	58,305	75,338	71,272	82,350	83,673	85,022	86,399	88,127
WATER RESERVOIR	3,570	4,566	10,378	5,494	13,925	5,957	6,076	6,198	6,322	6,448
WATER TREATMENT PLANT	89,531	89,282	94,474	94,856	114,700	119,294	121,050	123,221	125,435	127,944
HYDRANTS	3,910	9,877	4,700	5,593	18,150	18,310	18,376	18,744	19,119	19,501
AMORTIZATION - WATER	148,027	172,881	173,191	173,191	160,000	178,000	178,000	178,000	178,000	181,560
Total Operating Costs	413,095	459,465	444,977	467,286	509,513	545,123	546,491	553,657	560,456	571,666
TRANSFERS TO RESERVES AND ALLOWANCES	1,919	5,296	6,504	4,373						
TRANSFER TO CAPITAL FUND	367,985	242,118	248,660	252,300	252,300	261,797	268,833	270,966	293,453	299,322
Total Transfers	369,904	247,415	255,164	256,673	252,300	261,797	268,833	270,966	293,453	299,322
TOTAL EXPENDITURES	782,999	706,879	700,141	723,959	761,813	806,920	815,324	824,623	853,909	870,988
Water Operating fund SURPLUS (DEFICIT)	(373,107)	67,129	95,150	100,378	-	-	-	-	-	-
CAPITAL FUND										
REVENUES										
DCC REVENUE RECOGNISED	43,944	-	-	-	125,000	125,000				
INFRASTRUCTURE GRANTS	1,988,728	-	-	-						
TRANSFER FROM WATER OPERATING	367,985	242,118	248,660	252,300	252,300	261,797	268,833	270,966	293,453	299,322
TRANSFER FROM SURPLUS	231,386	-	-	-						
TRANSFER FROM RESERVES						420,000				
TOTAL REVENUES	2,632,043	242,118	248,660	252,300	377,300	806,797	268,833	270,966	293,453	299,322
EXPENDITURES										
DEBT FINANCING	6,899	5,304	1,360	-	-	-	-	-	-	-
DEBT REPAYMENTS	110,000	110,000	110,000	-	-	-	-	-	-	-
	116,899	115,304	111,360	-	-	-	-	-	-	-
TRANSFERS TO RESERVE AND ALLOWANCES	119,086	120,628	137,300	252,300	102,300	261,797	268,833	270,966	293,453	299,322
CAPITAL EXPENDITURES	2,396,058	6,187	-	-	275,000	545,000	-	-	-	-
TOTAL EXPENDITURES	2,632,043	242,118	248,660	252,300	377,300	806,797	268,833	270,966	293,453	299,322
Water Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-	-