



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Tuesday, February 22, 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 February 7, 2022 be adopted.

Item 4(a)  
Page 1

### 5. BUSINESS ARISING FROM THE MINUTES

### 6. CONSENT AGENDA

- |                                       |  |
|---------------------------------------|--|
| i. Bylaws                             |  |
| ii. Agreements                        |  |
| iii. Committee/<br>Commission Minutes |  |
| iv. Correspondence                    |  |

### 7. DELEGATIONS/PETITIONS

(a) Robert Reyerse, Tourism River Valley  
Re: To Build a New Visitor Centre and Sasquatch Museum

Item 7(a)  
Page 7

### 8. CORRESPONDENCE

### 9. BUSINESS ARISING FROM CORRESPONDENCE

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

**Councillor Hooper**  
Agassiz Harrison Historical Society  
Fraser Health

**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  
 Fraser Valley Regional Library Board (Alternate Municipal Director)

**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 Emergency Program Coordinator – January 14, 2022  
 Re: Kent-Harrison Flood Emergency Response and Recovery Plan

Item 12(a)  
 Page 9

Recommendation:

THAT the Kent-Harrison Joint Emergency Program Flood Emergency Response & Recovery Plan be adopted as presented in Appendix 'A'; and

THAT Council directs staff to make minor revisions to the Kent-Harrison Joint Emergency Program Flood Emergency Response & Recovery Plan in the future as necessary.

- (b) Report of Operations Manager – February 2, 2022  
 Re: Permanent Washroom and Covered Sitting Area for Spring Park

Item 12(b)  
 Page 33

Recommendation:

THAT the Permanent Washroom and Covered Sitting Area for Spring Park report dated February 2, 2022 be received.

- (c) Report of Operations Manager – February 15, 2022  
 Re: Permanent Table Tennis Tables for Spring Park

Item 12(c)  
 Page 37

Recommendation:

THAT the Permanent Table Tennis Tables for Spring Park report dated February 15, 2022 be received.

**(d) Report of Community Services Manager – February 16, 2022****Item 12(d)  
Page 41****Re: Off-Leash Dog Park****Recommendation:****THAT the Off-Leash Dog Park report dated February 16, 2022 be received.****(e) Report of Planning Consultant – February 16, 2022****Re: Request for an amendment to Development Permit DP05/18****Item 12(e)  
Page 43****Recommendation:****THAT Council approve the request to amend DP 05/18 as follows:****Delete Section 6 (c) of DP 05/18 in its entirety and insert the following:**

“(c)The exterior stone cladding colour is natural grey as provided in the email attachment sent by atelier pacific architecture incorporated, on January 22, 2022. If there is any deviation from the use of this colour, the Village’s approval is required.”

**13. BYLAWS****(a) Report of Financial Officer – February 15, 2022****Item 13(a)  
Page 49****Re: 2022-2026 Financial Plan Bylaw No. 1174, 2022****Opportunity for public comments.****Recommendation:****THAT the 2022-2026 Financial Plan Bylaw No. 1174, 2022 be given second and third readings.****(b) Report of Community Services Manager – February 9, 2022****Item 13(b)  
Page 55****Re: Waste Collection and Disposal and Bylaw Notice Enforcement Amendment Bylaws****Recommendation:****THAT Waste Collection and Disposal Amendment Bylaw No. 1176, 2022 be given first, second and third readings; and****THAT Bylaw Notice Enforcement Amendment Bylaw No. 1177, 2022 be given first, second and third readings.**

(c) Report of Community Services Manager – February 15, 2022  
Re: Single-use Plastic Items Bylaw No. 1178, 2022

Item 13(c)  
Page 65

Recommendation:

THAT first, second, and third readings of Bylaw No. 1151, 2020 be rescinded; and

THAT Single-Use Plastics Ban Bylaw No. 1178, 2022 be given first, second, and third readings.

**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, February 7, 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  
Councillor Gerry Palmer  
Councillor Michie Vidal

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

**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-2022-02-01

**4. ADOPTION OF COUNCIL MINUTES**

Moved by Councillor Palmer  
Seconded by Councillor Vidal

THAT the Regular Council Meeting Minutes of January 17, 2022 be adopted.

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

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
February 7, 2022*

**Seconded by Councillor Vidal**

THAT the Committee of the Whole Meeting Minutes of January 27 and 28, 2022 be adopted.

**CARRIED  
UNANIMOUSLY**  
RC-2022-02-03

**5. BUSINESS ARISING FROM THE MINUTES**

None

**6. CONSENT AGENDA**

None

**7. DELEGATIONS/PETITIONS**

None

**8. CORRESPONDENCE**

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

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

THAT the Lower Mainland Local Government Association 2022 Conference and AGM Resolutions Request for Submissions be received.

**CARRIED  
UNANIMOUSLY**  
RC-2022-02-04

**9. BUSINESS ARISING FROM CORRESPONDENCE**

None

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

**Councillor Hooper Agassiz Harrison Historical Society – no report**

**• Fraser Health**

- Attended a webinar held by BCCRN on the incredible role of family and friends' caregivers on January 18, 2022
- Attended a webinar and training with the Tamarack Institute for the UBCM Poverty Reduction and Youth Well-being and Resilience in Pandemic Times on January 18 and 26, 2022

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- Attended a zoom meeting and training with CNIB on Wireless Wednesday and talk Friday on January 19, 25, February 1 and 4, 2022
- Attended a zoom meeting on January 21, 2022
- Attended a webinar of the Alzheimer Society of BC on January 26 and February 2, 2022
- Attended the 2021-2022 Welding Foundations Program Celebration with School District 78 on January 20, 2022
- Attended the Committee of the Whole meeting on January 27 and 28, 2022

**Councillor Palmer**

- Fraser Valley Regional Library Board (Municipal Director)
  - Attended a meeting on January 19, 2022
- Kent Harrison Joint Emergency Program Committee – no report
- Public Art Committee – no report
- Attended the Committee of the Whole meeting on January 27 and 28, 2022

**Councillor Piper**

- Corrections Canada Citizens Advisory Committee
  - Attended a Mountain Institution meeting on February 2, 2022
- Harrison Agassiz Chamber of Commerce
  - Reported on the Love Local Shop Local and Celebrate your Community event running from January 21, 2022 to February 13, 2022
- Kent Harrison Joint Emergency Program Committee – no report
- Tourism Harrison
  - Attended the Harrison Tourism Society Board of Directors meeting January 26, 2022
- Fraser Valley Regional Library Board (Alternate Municipal Director) – no report
- Attended a Lets'emot Community to Community Forum Working Group meeting on January 18, 2022
- Attended the Committee of the Whole meeting on January 27 and 28, 2022

**Councillor Vidal**

- Agassiz Harrison Healthy Communities
  - Attended a meeting on January 20, 2022
- Fraser Valley Regional District Board (Alternate Municipal Director)
  - Attended a meeting on January 20, 2022
- Fraser Valley Regional District Hospital Board (Alternate Municipal Director) – no report
- Attended the Committee of the Whole meeting on January 27 and 28, 2022
- Attended a meeting with the Lower Mainland Local Government Association Executive Board meeting January 20, 2022
- Attended the Lower Mainland Local Government Association Sub Committee meeting on Feb 4, 2022

**11. MAYOR'S REPORT**



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- The Official Community Plan update survey is now available until February 28, 2022 on [getintoitharrison.ca](http://getintoitharrison.ca)
- Reported on the Southwest Regional Meeting with Minister Osborne on February 3, 2022
- The Order of British Columbia 2022 award nominations are now being accepted and the deadline to submit nominations is April 4, 2022
- Reported on the Fraser Valley Regional District Board meeting on January 27, 2022
- Thanked the Fraser Valley Regional District and their staff for their outstanding work during the flood and storm weather events in November and December 2021
- Reported on the recent social media comments

**12. REPORTS FROM STAFF**

None

**13. BYLAWS**

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

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

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.

**CARRIED  
UNANIMOUSLY**  
RC-2022-02-05

**14. NEW BUSINESS**

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

THAT staff provide a report on the available types, costing, equipment concepts, maintenance requirements and proposed site or sites of outdoor Table Tennis or Ping Pong tables; and

THAT funding of the table or tables comes from other sources or revenue streams such as, but not inclusive to, community partnerships, donors or gas tax; and

FURTHER THAT the tables not be funded through property taxes; and

FURTHER THAT the staff report be provided back to Council for consideration before the start of summer 2022.



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
February 7, 2022*

**CARRIED**  
**OPPOSED BY COUNCILLOR HOOPER**  
*RC-2022-02-06*

**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 Piper**

THAT the meeting be adjourned at 7:57 p.m.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2022-02-07*

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Leo Facio  
Mayor

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Debra Key  
Corporate Officer





**HARRISON RIVER VALLEY**  
TOURISM HARRISON

## **TOURISM HARRISON SECURES CERIP DESTINATION DEVELOPMENT FUNDING GRANT**

*to Build a New Visitor Centre and Sasquatch Museum*

**FOR IMMEDIATE RELEASE**

**FEBRUARY 7, 2022**

(Harrison River Valley, BC) **As announced by the Province**, Tourism Harrison has secured \$1M in funding to build a new Visitor Centre experience for its community and visitors. More than 50 new tourism projects are receiving financial support for new infrastructure projects as part of the second round of the 2021 Community Economic Recovery Infrastructure Program's (CERIP) Destination Development stream.

"Harrison Hot Springs is one of 14 designated resort municipalities in BC that has been hit hard by the challenges presented by covid-19 and extreme weather phenomena. We are quite grateful to receive the maximum funding available and to be positioned alongside 50 other innovative tourism projects," says Robert Reyerse, Executive Director of Tourism Harrison.

The Harrison River Valley has invited visitors to hike, bike, and paddle in the region for some time. The closely-connected community, diverse wildlife, forested region, calming waterways, and hot springs invite hundreds of thousands of people each year to **'breathe in the wild'**. However, the lack of indoor attractions has been challenging. The current small Visitor Centre and one-room Sasquatch Museum has been well received, which led to the grant application to build a bigger centre.



"The funding allows us to create an expanded and enhanced visitor and museum experience with plans to add a multi-media and sensory experience. Whereas, the Visitor Centre shares a variety of the Harrison River Valley's stories, the Sasquatch Museum is focused solely on this elusive being. We look forward to working with our Indigenous communities and have already begun conversations with the Sts'ailes," says Reyerse.

In its first round in February of last year, and in response to the pandemic and through **StrongerBC**, the Province announced fully-funded grants, awarding \$20 million for

**#JUST UP THE ROAD**





54 tourism projects. The second investment of \$21.3 million in 2022 provides a total of \$41.3 million for BC's tourism ecosystem, supporting over 100 new projects.

For further comments or interviews, please contact Robert Reyerse, Executive Director of Tourism Harrison, at [robert@tourismharrison.com](mailto:robert@tourismharrison.com)

-end-

**Media Contact:**

Summer Dhillon

[summer@slapcommunications.com](mailto:summer@slapcommunications.com)

604.614.4609



## ABOUT THE HARRISON RIVER VALLEY

The Harrison River Valley communities — Harrison Hot Springs, Agassiz, Harrison Mills, and the District of Kent — have united. Tourism Harrison is now covering the Harrison River Valley. The region shares land with the traditional territories of the Sts' Ailes, Seabird Island, Sq'ewá:lxw, Cheam, Douglas, Leq'a:mel, Samahquam, Sq'ewlets, and Skatin First Nations. Located in the Fraser Valley, the region is blessed with wildlife, natural hot springs, glacier-fed lakes and rivers, and mountain vistas, with a brand essence speaking to "breathing and healing together in the wild". The Harrison River Valley is located an hour from the Canada-US border and is 1.5 hours from downtown Vancouver.





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** January 14, 2022  
**FROM:** Mike Van Laerhoven **FILE:** 7130-03  
Emergency Program Coordinator  
**SUBJECT:** Kent-Harrison Flood Emergency Response and Recovery Plan

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#### ISSUE:

The Kent-Harrison Flood Emergency Response Plan ("the Plan") was created in 1999 and last revised in 2007. Upon review, emergency management and operations staff determined that significant changes to the Plan were necessary. These changes have been reviewed by staff in Kent and Harrison Hot Springs, as well as the Kent-Harrison Joint Emergency Program Committee. Feedback from the Committee has been incorporated into the Plan.

#### BACKGROUND:

The Plan focuses on the hazard of flooding during the annual freshet and outlines key activities that occur during different phases of response and recovery. While the Plan cannot cover the details of every possible incident related to flooding, it serves as a guide for staffing the Emergency Operations Centre and responding to expected issues such as overtopping of dikes, excessive seepage into drainage systems, widespread electrical outages, and other impacts to infrastructure or property.

As with all emergency plans, minor revisions may be necessary to ensure the plan remains current. Should substantial changes be necessary, the Plan will be brought back to Council. Knowledge gained through ongoing studies and projects will be incorporated into the Plan should it be operationally relevant.

The Plan has been adopted by Council in the District of Kent.

**RECOMMENDATION:**

1. THAT the Kent-Harrison Joint Emergency Program Flood Emergency Response & Recovery Plan be adopted as presented in Appendix 'A'; and
2. THAT Council directs staff to make minor revisions to the Kent-Harrison Joint Emergency Program Flood Emergency Response & Recovery Plan in the future as necessary.

Respectfully submitted:

Mike Van Laerhoven

Mike Van Laerhoven  
Emergency Program Coordinator

REVIEWED BY:

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer



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**KENT-HARRISON  
JOINT EMERGENCY PROGRAM  
FLOOD RESPONSE & RECOVERY  
PLAN**

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This plan should be read in conjunction with the KENT-HARRISON JOINT EMERGENCY  
RESPONSE AND RECOVERY PLAN

## Record of Revisions

Change Number	Date of Change	Description of Change	Entered By
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



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## 1. Introduction

Flooding in the Kent-Harrison area will most probably occur as a result of dike failure during extremely high flows in the Fraser and Harrison River systems and high water levels in Harrison Lake during the spring snow melt. At this time of year flows in the river systems and lakes are dependent on a combination of the magnitude of the accumulated snowpack and weather conditions. The probability of high river flows and lake levels increases during extended periods of warmer hot weather in May or June in the Prince George and Nechako areas when there has been high level of snow accumulation during the winter and early spring.

Much of the District of Kent is protected by dikes recently determined to be at or above the hydraulic grade line elevations in the Fraser River which occurred during the 1894 flood. The existing dike elevations do not include the additional 600mm (2 ft.) of freeboard that is typical of design best management practices set by Fraser Basin Council and Ministry of Environment.

At this point in time the District is reviewing the need to raise dikes to include the 600 mm freeboard but in the meantime it has been recommended that Flood Control Elevations (FCL) set for habitable floor elevations include the freeboard.

The Rockwell Drive area of the District is also susceptible to flooding. All or part of the community may be cut off by high water in Harrison Lake should the Ministry of Transportation and Infrastructure determine the road is unsafe for travel.

The Village of Harrison is protected by a dike, which is at 14.3 m elevation. This elevation was based on the lake elevations encountered during the 1948 flood. Data for the lake during the 1894 flood indicates that flood levels in the lake would be at 15.2 metres. This elevation indicates conditions similar to freshet elevations and volumes of record at that time. The approximate peak flows at Hope in sample high-water years are shown in the table below.

Year	Approximate Peak Flow (m <sup>3</sup> /s)
1894	17,600
1948	15,200
1999	11,800
2012	11,700
2018	10,900
2020	10,800

Harrison Lake does not always peak at the same time as the Fraser River. For example, extremely hot weather in June of 2021 caused the lake to rise significantly due to high elevation snowmelt. Peak levels in Harrison Lake in sample high-water years are shown in the following table.

<b>Year</b>	<b>Peak Harrison Lake Level (metres)</b>
1948	13.30
1972	12.50
1999	12.31
2012	12.42
2018	12.31
2021	12.27

Prolonged heavy rainstorms in the Harrison Lake watershed can cause high water levels in Harrison Lake and the Harrison River. These routinely occur in the winter months. The combination of high river flow and precipitation can result in localized flooding in the Harrison Mills area. These conditions can be encountered anytime in the fall and winter rainy seasons and not necessarily just during the freshet. These typical flooding incidents may not cause critical flood plan preparations, but conditions should be reviewed frequently during and up to the winter months to make sure appropriate planning is reviewed periodically.

Localized flooding can also be expected in the Agassiz and Harrison Mills areas when heavy rainstorms occur during the spring freshet. During the spring freshet, high ground water tables inside diked areas contribute to storage or backing up of surface runoff waters because discharge via typical outlets – Hamersley, Kilby and Bateson pump stations plus Agassiz Slough, Maria Slough and other flood boxes – is hampered by the high water in the rivers. Planning for these localized occurrences will be dependent on risk assessments and may not include evacuations or lengthy utility or infrastructure interruptions. Short term inconveniences may occur and planning for these should be relative to the risk and prediction for damage and duration.

There are several First Nations communities in the Kent-Harrison Area, including Cheam, Sts'ailes, Sq'ewlets, and Seabird Island. Flooding is a hazard that crosses jurisdictional boundaries and those who implement the Plan must consider the impacts that their actions will have on adjacent communities. It may be possible to partner with adjacent communities to implement response and recovery actions that benefit more than one jurisdiction. The Plan is to be read in conjunction with the Kent-Harrison Joint Emergency Response and Recovery Plan, which has contact information for surrounding communities.

The main purpose of the Kent-Harrison Flood Plan is to provide a guide to managing all aspects of flood operations including pre-flood preparations, response, resources, repairs, public information, evacuations, and any other issue which might occur as a result of a flood which is predicted to cause damage.

Minor localized flooding, which tends to occur throughout the year due to heavy rain or weather conditions, is not the primary focus with this plan.



## 2. Flood Management

### 2.1 Flood Phases

Flood Management shall be undertaken in four phases. These are:

Phase 1: Planning and Pre-Flood Preparations

Phase 2: Preparedness

Phase 3: Response

Phase 4: Recovery

Phase 1: Planning and Pre-Flood Preparations

Phase 1 may be described as the normal day-to-day operations of monitoring river levels, providing oversight, continuing efforts in planning and exercising, and mitigation activities.

The Emergency Operations Centre (EOC) staff will meet as necessary.

Phase 2: Preparedness

Phase 2 occurs when flooding potential is possible. Special resources shall be pre-positioned, and staff will gather, set up, and begin routine scheduling and implement preparations. Communications are activated between local authorities and the Province regarding the potential for flooding which may result in damage.

Key EOC staff will meet regularly and begin organizing teams and setting their schedules. Plans for the response phase are finalized.

Phase 3: Response

Phase 3 is described as when flooding that is predicted to cause damage is imminent or occurring, or when an emergency response is initiated. This will occur when the river is expected to reach or exceed stream channel capacity resulting in water threatening or impacting any people, property, or infrastructure severely enough to cause damage.

The EOC will be active 7 days per week. If necessary, it will go to 24-hour operation. The Southwest Provincial Regional Emergency Operations Centre (PREOC) and the Provincial Emergency Coordination Centre (PECC) may be activated by Emergency Management BC.

The Response Phase is broken into stages and will generally depict that an EOC Activation Level is required. Events may dictate a non-linear path through the response stages and the level may change as conditions improve or deteriorate.

The Response Phases are:

1. Flood Alert
2. Flood Order
3. All Clear



### *Flood Alert*

The Flood Alert stage is reached when the emergency response is elevated to Phase 3: Response. Riverbanks, dikes and other flood protection works are regularly inspected, specifically observing for the appearance of instability or deficiencies. The EOC may open and operate at minimum staffing levels with flexible operational hours. This level can be referred to as Activation Level 1. The EOC at this stage shall monitor status of potential flooding that could cause damage and perform pre-response functions. As the threat rises the EOC may move to Activation Level 2, which is fully staffed for extended operation. Communication with Provincial agencies and the public at this level should include the potential for problems, readiness and mitigation.

### *Flood Order*

This stage occurs when there is a high probability of damage due to flooding. Full flood response or control programs are implemented due to severity and potential for damage of proposed flooding. Evacuation alerts or orders are considered. The response structure moves to EOC Activation Level 3, fully staffed for 24/7 operation where there may be a declaration of a State of Local Emergency or where large evacuations may be imminent.

### *All Clear*

The All Clear stage is reached when the threat of continued flooding has passed, and evacuees may return to the area on a permanent basis. Outstanding issues such as building occupancy or drinking water contamination may persist; however, people may proceed with cleanup activities.

This stage may be characterized by the implementation of demobilization plans.

### *Phase 4: Recovery*

Phase 4 is reached when the threat of flooding is passed, and the restoration of essential property commences. This may include debris and gravel removal that has not occurred during response. The EOC may remain activated or shift into operating as a Recovery Operations Centre (ROC) with a Recovery Director put in place. Incremental costs are administered by the local authority EOC/ROC under the Community Disaster Recovery process as set by EMBC, which falls under the Disaster Financial Assistance (DFA) program.

Public information through the EOC shall be provided to impacted residents through public meetings, newspaper articles, web postings etc. Information and bulletins about the health risks that may be encountered, how to clean up flood impacted property and structures, how and where to go to access DFA information and other sources of assistance for people in need shall be supplied through the local EOC.

### *2.2 Advisories and Warnings from the River Forecast Centre (RFC)*

The River Forecast Centre (RFC) uses three levels of advisories or warnings. Generally, these warnings are issued by the RFC up to 72 hours prior to an event. They are:

### **High Stream Advisory**

This means that the river levels are rising or expected to rise rapidly, but no major flooding is expected. Minor flooding in low-lying and non-dike protected areas is possible.

The EOC may be activated to Level 1.

### **Flood Watch**

This means that river levels are rising and will approach or may exceed bank-full conditions. Flooding of areas adjacent to rivers may occur. Activations alerts to EOCs and other agencies may be implemented, and mitigation may commence at the municipality's discretion.

The EOC may be activated to a Level 1 or Level 2.

### **Flood Warning**

This means that the river levels have exceeded or are forecasted to exceed bank-full conditions and that flooding causing damage may result.

The EOC may be activated to a Level 3.

### **2.3 Pre-Freshet Inspections**

Inspections of all flood protection works shall occur in July, August, and September in order that repairs may be carried out well before river levels rise. Flood protection works include dikes, flood boxes, flap gates, slide gates, swing gates, and pump stations. The inspection reports must be completed and forwarded to the Inspector of Dikes and kept in duplicate in the EOC for follow-up review and reference.

When the risk of flooding due to higher-than-normal snowpacks and/or adverse weather conditions is predicted, inspection of pumps, motors, control equipment, and any other electrical equipment shall be conducted by a qualified electrician and repairs, replacements, and revisions undertaken immediately.

### **2.4 Forecasting Flows**

#### *Purpose*

Forecasting flows to determine flood stage identification will be performed by the RFC to provide up to date modelling and information. Water levels are monitored at various gauge locations on the Fraser River and the RFC produces a real-time model of the flows. Predictions of flood stages are provided to Emergency Program Coordinators through EMBC.

#### *Snow Surveys*

Snow survey information is provided by the RFC and is published on their website:

<https://www2.gov.bc.ca/gov/content/environment/air-land-water/water/drought-flooding-dikes-dams/river-forecast-centre/snow-survey-water-supply-bulletin>



Bulletins are created on January 1<sup>st</sup>, February 1<sup>st</sup>, March 1<sup>st</sup>, April 1<sup>st</sup>, May 1<sup>st</sup>, May 15<sup>th</sup>, June 1<sup>st</sup>, and June 15<sup>th</sup>, and released approximately one week later.

#### *Fraser River Gauges*

Gauges at Fraser Fort George, Chase, Spences Bridge, Hope, and Mission are the base locations which provide baseline flow predictions.

#### *Weather Forecasts*

The Weather Network ([www.theweathernetwork.ca](http://www.theweathernetwork.ca)) and Environment Canada ([https://weather.gc.ca/forecast/canada/index\\_e.html?id=BC](https://weather.gc.ca/forecast/canada/index_e.html?id=BC)) provide weather forecasts for up to 14 days.

#### *Local Gauges*

Gauges in the Kent area shall be read by municipal employees or volunteers. The information shall be transmitted to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for use in predicting flood stage warnings. The data and modelling will be provided to the PECC for dissemination and distribution to local authorities and posted online. The PECC will declare flood stage levels at various locations along the river to help EOC staff to make appropriate decisions.

Regular publication of these readings shall commence when the river elevation at Mission reaches 6 metres. As this level increases, more frequent readings and assessments can be expected.

#### *Forecasting River Levels*

Forecasting of river and flood levels will be provided by the RFC who will be predicting flood stages 7 days, 5 days, 3 days, and 1 day in advance. Predictions shall be provided to local authorities through the PECC or PREOC.

The RFC's Channel Links Evolution Efficient Routing (CLEVER) Model provides 10-day real-time flow forecasts for select locations around British Columbia, including Hope, Mission, and Harrison Lake. The WARNS Model provides discharge and water level forecasts for the Fraser River and its major tributaries. During the spring freshet season the models are updated daily during business days, and on weekends during critical periods. The RFC also provides regular water-level forecasts for the lower Fraser River once the Mission gauge reaches 5.0 metres for a sustained period of time. The models and water-level forecasts can be found at:

<https://www2.gov.bc.ca/gov/content/environment/air-land-water/water/drought-flooding-dikes-dams/river-forecast-centre/current-streamflow-conditions-and-flood-forecast-modeling>.

#### *Flood Modelling*

Flood modelling is available through the EMBC Common Operating Picture (COP) Tool:

<https://bcgov03.maps.arcgis.com/apps/MapSeries/index.html?appid=11821451d60a49168d1f7602d379abf5>. The username and password for the COP is available from EMBC's regional office.

#### *Updates from the Emergency Program Coordinator*

The Emergency Program Coordinator (EPC) shall provide updates to the Kent-Harrison Joint Emergency Program Committee, including administration and Councils in both municipalities, regarding snow surveys and river flow / lake level forecasts. Snow survey updates shall commence in January with the release of the year's first Snow Survey and Water Supply Bulletin and will highlight information in the report that pertains to the Kent and Harrison areas.

Once freshet has begun, the EPC will provide weekly updates to administration, Councils, and Engineering/Operations staff in both municipalities, as directed by senior administration, on Fraser River and Harrison Lake forecasts using the models available through the RFC. Once the flow is forecast to reach 9,000 m<sup>3</sup>/s at Hope or the water level is forecast to reach 12 metres at Harrison Lake, updates shall be provided daily.

## **2.5 Dike Patrols**

### *Purpose*

Patrols are performed to determine the effect of rising water levels on flood protection systems, roadways, ditches, and land inside the flood protection systems. The following must be checked where appropriate for potential problems:

- Gauge levels
- Road flooding
- Erosion on dikes
- Seepage through dikes and around flood boxes
- Seepage or boils inland from dikes
- Overtopping of dikes
- Trees blown down
- Water levels in sloughs
- Cracking, sloughing, or settlement on dikes slopes and crests
- Pump station operations

Report forms provided in Appendix A shall be kept for all patrols noting any critical or useful information. Critical situations must be marked in the field with a stake and fluorescent orange ribbon and reported to EOC Operations immediately. EOC Operations will pass the information on to EOC Planning and the EOC Director.

### *Patrol Manpower*

Patrols shall consist of one person where the area being patrolled is accessible directly from gravel or asphalt surfaced roads. A single person shall also patrol riverbank dikes until levels reach within 0.5 metres of dike toe.

Once the above levels are reached, patrols shall consist of two person teams. Single person inspections of setback dikes shall also begin before levels reach the dike toe. When the water level reaches the toe of setback dikes, patrols shall consist of two person teams.



A patrol roster shall be organized by EOC Operations and Planning to determine shifts and rest times. Patrol frequency shall be set by EOC Operations based on flooding stage or threat level (see Patrol Frequency section below).

#### *Patrol Sections*

Patrol sections are as follows:

1. Riverbanks:
  - a. Scott Road to Hopyard Mountain
  - b. Hopyard Mountain to Hammersley
  - c. Harrison Mills
2. Set Back Dikes
  - a. Scott Road to Hopyard Mountain
  - b. Hopyard Mountain to Hammersley
  - c. Harrison Mills
  - d. Harrison Village / Harrison Lake Dike
3. Lakeside and Sloughs
  - a. Rockwell Drive – Marina to Sasquatch Park
  - b. Miami Slough between the golf course and Harrison Lake
  - c. Maria Slough
  - d. Agassiz Slough from Hwy 7 to flood box at Tuyttens Road
  - e. Mountain Slough from Hammersley to Sutherland Drive

A patrol report shall be completed for each shift (see form in Appendix A).

#### *Patrol Frequency*

Daily inspections of all locations shall commence:

- 1) when the water level at Mission reaches 6 metres, or
- 2) when the average river level rises to within 0.5 metres of the top of any bank, or
- 3) when the river flow at Hope reaches 9000 m<sup>3</sup>/s.

Continuous inspections shall commence when the average water level at Scott Road dike reaches a height within 1.5 metres of the top of the dike.

All dike inspections shall include observations of the landside toe and embankment and nearby low-lying land inside the dike to identify and report seepage and boils.

## 2.6 Flood Stages and Warnings

### *Alerts*

Where there is potential for a damaging flood, the Emergency Program Coordinator, Chief Administrative Officer(s), and Director of Engineering and/or Operations Manager shall meet to determine when to activate portions or all of the Flood Plan, as well as the Emergency Operations Centre, as well as what level of activation (1, 2, or 3) is appropriate.

#### *7-Day Warning*

Where damage from flood waters is anticipated within 7 days, the EOC shall be activated to Level 2 or 3, the Flood Plan implemented, and consideration given to the evacuation of seniors, persons with disabilities, and the infirm.

#### *5-Day Warning*

Where damage from flood waters is anticipated within 5 days, the EOC shall be activated to Level 2 or 3, the Flood Plan implemented, and an Evacuation Alert shall be issued to all properties within potentially impacted areas, as well as areas that may become isolated due to major transportation routes being closed.

#### *3-Day Warning*

Where damage from flood waters is anticipated within 3 days, the EOC shall be activated to Level 3, and an Evacuation Order shall be issued for all properties in potentially impacted areas, as well as areas that may become isolated due to major transportation routes being closed. The Livestock Evacuation Plan shall be implemented.

#### *1-Day Warning*

Where damage from flood waters is anticipated within 1 day, the EOC shall be activated to Level 3, and an Evacuation Order shall be issued for all properties in potentially impacted areas, as well as areas that may become isolated due to major transportation routes being closed. If it has not already been done, the Livestock Evacuation Plan shall be implemented. Consideration shall be given to relocating the EOC if it or transportation routes leading to it may be impacted.

### 3. Hazard Management

#### 3.1 Sector Plan

Different warning stages may exist in different sectors at the same time. Sectors have been selected on the basis of geographic and demographic characteristics. It is possible that some sectors will not receive any flood warnings. The EOC shall make the appropriate decisions noted above in the following sectors:

1. Rockwell Drive
2. Harrison Village
3. Chaplin/Kamp Roads
4. Agassiz/East Lowlands
5. West Lowlands
6. Mt. Woodside
7. Harrison Mills
8. Harrison River
9. Ruby Creek

Sectors may be used for general identification of an area during emergencies for locating hazards or potential hazards. See Appendix B.

### 3.2 Potential Hazards

The potential hazards which could occur as a result of flooding and actions in the flood plan area:

1. Dike breach
2. Overtopping of a dike
  - a. Water levels are anticipated to overtop a dike
  - b. Dike is overtopped and lands inside dike are inundated
3. Isolated low-lying properties flooded
4. Washout of culverts or bridges
5. Compromised property access
6. Excessive seepage into drainage systems causing banks to overtop in certain locations
7. Excessive seepage or boils at toes of dikes or low-lying land
8. Riverbanks or toe dike overtopped by flow in main river inundating lands outside setback dike.
9. Access to sewage treatment plants threatened to be cut off by flooding on access roads
10. Water supply system contamination by surface water contaminated by sewage, manure, or other hazardous or toxic materials
11. Backup of water into sanitary sewer system threatening to back flow into low lying residential basements or overflow manholes in roadways
12. Backup of water into storm system threatening to backflow from catch basins and manholes
13. Extreme saturation of ground causing potential interference with underground infrastructure such as gas and oil pipelines, telephone, electrical, TV, and fibre optic cables, and underground storage tanks.
14. Widespread electrical power failure or outages
15. Saturation of septic fields

### 3.3 Available Courses of Action

The following is a summary of available courses of action for hazards associated with flooding:

1. Tactical evacuation
2. Evacuation order
3. Construction of temporary dikes
4. Raise dike level
5. Repair dike breach
6. Repair boil
7. Provide additional pumping capacity
8. Supply residents with basic services
9. Boil drinking water advisory
10. Shut down sewage treatment plant
11. Shut down sewage pump stations



12. Shut down drainage pump stations
13. Notify utility service providers
14. Shut down water supply systems

When considering response actions, Emergency Operations Centre staff must assess both the impact to neighbouring jurisdictions and whether there are opportunities to partner with a neighbouring jurisdiction to protect values in both areas. First Nations that have lands within the boundaries of the District of Kent include Cheam, Seabird Island, Skawahlook, Scowlitz, and Yale.

#### *Tactical Evacuation*

This could occur following a breach of a dike where there is an immediate need to evacuate an area. In this situation, it may not be possible to organize the evacuation of livestock or pets.

#### *Evacuation Order*

This will occur when river levels are close to overtopping and forecasts based on upstream river gauges and weather forecasts indicate a high probability that a section of dike will be overtopped or there is a high probability that evacuation routes will be flooded.

The following will be undertaken:

- Issue Evacuation Orders for properties as appropriate
- Evacuate livestock
- Re-locate the EOC if necessary
- Notify utility and/or infrastructure operators
- Organize shutdown of sewage treatment plant(s) and pumping station(s) as appropriate
- Organize shutdown of public water supply systems as appropriate
- Organize shutdown of drainage pumping stations as appropriate

#### *Construction of Temporary Dikes*

Gabion baskets may be requested from the PREOC using a resource request form. When requesting gabion baskets, the municipality must specify the length of temporary dike to be constructed. An expenditure authorization form (EAF) for fill material, plastic sheeting, and labour to properly set up and fill the baskets must accompany the resource request. Gabion baskets may be filled with sand or pit run. The BC Wildfire Service (BCWS) may also be available to assist with setup via submission of a resource request form to the PREOC.

The Village has Aqua Dams that may be used to construct temporary dikes. Aqua Dams are a temporary water-filled barrier which can control and divert water.

It takes many filled sandbags to provide a reasonable level of protection. For a 450mm (18 inch) high wall it takes 55 bags to construct a 1 metre long section of wall, 95 bags to construct a 1 metre long section of wall which is 600mm (24 inches) high and 205 bags to construct a 1 metre section of wall 900mm (36 inches) high.



Sandbags will be made available in accordance with the following policies:

#### *District of Kent Sandbag Policy*

Residents within the District of Kent are required to provide their own sandbags and sand.

The District may be able to provide a limited supply of sand at the Municipal gravel pit on Cemetery Road or other suitable location. The quantity will be limited and will be available on a first come first served basis. Staff will set reasonable limits for the number of sandbags to be given for each property.

Once the supply is gone the District may not be able to supply more sand depending on the situation and threat circumstances.

Sandbag dikes shall be constructed as detailed by Provincial guidelines.

The District will acquire and retain a sufficient stock of sandbags for the protection of its own facilities, infrastructure and other areas.

#### *Village of Harrison Hot Springs Sandbag Policy*

Residents within the Village of Harrison Hot Springs are required to provide their own sandbags and sand. The Village may be able to provide a limited supply of sand at a suitable location.

The Village will acquire and retain a sufficient stock of sandbags and sand for the protection of its own facilities.

#### *Raise Dike Level*

Where possible, rock tailings shall be used to raise dike levels because of the ease of compaction and resistance to erosion. Rock tailings are available in the District's pit at Cemetery Road.

Approximately 350 loads (6 cubic metres per load) will be needed to raise 1 kilometre of dike 600 mm (24 inches) if raising the entire width of the dike. 95,000 sandbags would be required for the same purpose.

Pit run gravel may be used if supplies of rock tailings are not available, but it may not be practical to raise the dike more than 300 mm (12 inches) using this material. It is porous, difficult to compact and consolidate, and easily washed away when first placed. If topping or protection is available (clay, rock, or other means) then this may work well because it is easier to load, place, and distribute than rock tailings. The Operations/Logistics staff shall assume the responsibility for this assessment.

The decision to raise a particular section of dike will be made when the water level is within 1 metre of the top of the dike and the 5-day forecast indicates that the dike could be overtopped.

It is dangerous to place heavy equipment on the top of the dike when the water level is less than 0.75 metres from the top. Extreme caution must be taken when dike raising options are

carried out. If possible, an experienced dike design engineer should be consulted prior to placing heavy equipment on a suspected saturated dike.

#### *Repair Dike Breach*

Repairing a breach in the dike may not be possible where the dike is saturated and unable to support heavy truck loads of fill or of the water level on the land side of the dike is too deep.

Heavy trucks or vehicles may only travel on a dike where there is at least 1 metre of freeboard and then only with extreme caution. If possible, an experienced dike design engineer should be consulted prior to placing heavy equipment on a suspected saturated dike.

A dike breach can probably only be filled with heavy rock (600 mm and larger)

If access via the top of a dike is not possible or practical, access to a beach should be made along the landside toe of the dike using a temporary rock road built from nearby high ground access.

#### *Boil Repair*

An attempt should be made to repair a boil if there appears to be a loss of fine material through the dike leading to the boil or if the quantity of water threatens to cause localized flooding of dwellings or structures. Repairs may be made by surrounding the boil with sandbags so that clear water only overflows the sandbag dike. The boil may be filled with small rock in severe cases.

A road may have to be constructed to reach an area affected by a boil or boils because of the high probability that the adjacent ground is saturated.

Certain soils become very weak when saturated from seepage or boil conditions. Extreme caution should be taken when approaching these areas particularly on foot. Never approach these areas when less than two persons are present.

#### *Provision of Additional Pumping Capacity*

Excessive seepage will probably be experienced during high water levels in the Miami River and local sloughs. More pumps shall be reserved, dedicated, or sourced prior to the start of freshet. A list of suppliers shall be included in the list of contacts in the Operations/Logistics documents.

#### *Supply Residents with Basic Services*

Some residents may be isolated by rising flood waters, either in their own houses or as a result of evacuation. An attempt should be made to contact and compile a list of all isolated pockets of habitation and arrangements made to supply food and other basic services if possible.

Contact and assistance may be made by boat, hovercraft, or helicopter if these resources are available.



#### *Boil Drinking Water Advisory*

A “boil water” advisory will be issued by the local Health Inspector where it is suspected that water wells have been contaminated by sewage or any other contaminant, including flood waters. Excessive seepage where there are septic fields could also cause this situation to occur. It is difficult for the Ministry or the EOC to anticipate this, therefore anywhere there are flood waters covering existing wells that do not have appropriate protection from penetrations or seepage should automatically limit use of this source until appropriate testing has been provided. Either all water for consumption shall be boiled, or bottled water shall be used. If there is widespread drinking water contamination, consideration should be given to issuing an evacuation order.

#### *Shut Down Treatment Plant*

Where there is a threat that one of the sanitary sewage treatment plants or access to the plant will be flooded, consideration should be given to shutting down the plant. This operation shall be done in accordance with the requirements detailed using the procedures for stopping up and closing of infrastructure by qualified utilities staff.

#### *Shut Down Sewage Pump Stations*

Where the treatment plant receiving sewage from a pump station remains in operation and does not appear to be under threat from flooding, it may be possible to continue pump station operation by constructing a sandbag dike around the station to protect it from seepage and surface water. Pumps should be installed inside the dike to keep the station as dry as possible. Should it be necessary to abandon the pump station, it should be shut down by qualified utilities staff.

#### *Shut Down Drainage Pump Stations*

In extreme circumstances where overtopping of dikes is anticipated, it may be necessary to shut down the drainage pump stations in an orderly fashion before they are flooded. This situation could occur at the 1-day warning and the procedure should be carried out by qualified utilities staff.

#### *Notify Service Providers*

Providers of electricity, telecommunications, gas, or any utility with underground infrastructure should be notified when ground saturation becomes severe and also when the various flood warning levels are reached.

#### *Shut Down Water Supply Systems*

Public water supply systems may be shut down when the water being supplied is contaminated or the wells for city water systems are threatened by flooding. The local Health Inspector will decide to close down a system or issue a “boil water” advisory if the water being supplied is suspected of being contaminated.

If the system is being shut down because of the threat of flood, the procedure should be carried out by qualified utilities staff.

### 3.4 Hazard / Action Plan

Each potential hazard has one or more available courses of action associated with it. The following is a guide for the consideration of courses of action but should not preclude any other course of action which may be available but is not listed.

Each sector will have differing potential hazards.

Hazard	Available Actions
1	1
2a	2, 3, 4
2b	1, 2
3	1, 2, 3, 8
4	1
5	1, 2, 3, 8
6	1, 2, 3, 7
7	2, 3, 6, 7
8	1, 2, 3
9	3, 10, 11
10	2, 8, 9, 14
11	3, 9
12	3, 9
13	2, 8, 13
14	2, 8
15	2, 9



## Appendix A – Reporting Forms

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## STAFF GAUGE READINGS

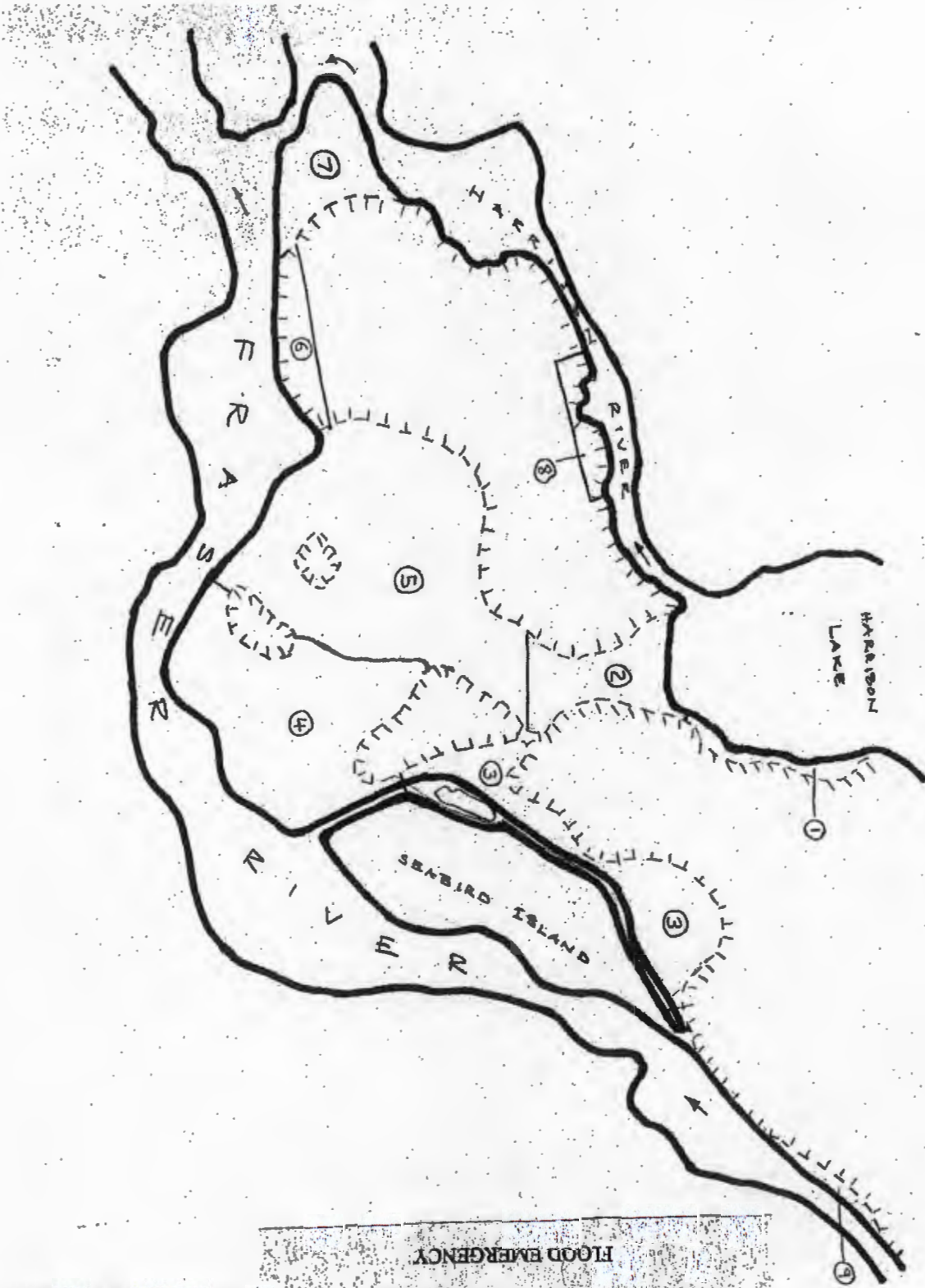
Date: \_\_\_\_\_

Checked By: \_\_\_\_\_

LOCATION	GAUGE READING	TIME
17 Harrison Mills (Kilby)		
19 Duncan Bateson PS		
20 Hammersley PS		
21 Maria Slough		
38 Cottonwood Slough		
Kent #2 Cuthbert Rd		
Kent #5 Agassiz Rosedale Bridge North		

## Miami River Flood Pump Lake Levels

June										
Date	Time	River Level Meters	Lake Level Meters	Temp	Weather Conditions	Pump #1 Hours	Pump #1 Total	Pump #2 Hours	Pump #2 Total	Initials
Prev										
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
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Appendix B – Sector Map

FIG. 1 SECTOR PLAN

KENT/HARRISON EMERGENCY PLAN

FLOOD EMERGENCY





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** February 2, 2022  
**FROM:** Tyson Koch, AScT, RSIS **FILE:** 6130-01  
Operations Manager  
**SUBJECT:** Permanent Washroom and Covered Sitting Area for Spring Park

---

**ISSUE:** To discuss the potential of installing a permanent year-round washroom and covered sitting area in Spring Park

#### **BACKGROUND:**

At the Committee of the Whole (COW) Meeting of January 28, 2022, Council received a report with options for a permanent washroom in Spring Park. For Council's consideration, five design options were provided, along with estimated costs, which included the Portland Loo, concrete washrooms similar to those in Rendall Park and a multipurpose structure which included a covered sitting area with a washroom incorporated within the building. Council preferred the covered sitting area/washroom building combination, however it was the most expensive option; the estimated cost was much higher than expected.

Council referred the report back to staff and requested that staff research costing options for two different structures; a permanent year-round washroom and covered sitting area in Spring Park. In addition, Council requested that staff identify where the permanent year-round washroom and separate covered seating area could be funded from.

#### **DISCUSSION:**

The Village has collected \$548,000.00 in Parks Development Cost Charges (DCC) that may be used for the acquisition or upgrades of parks. The identified cost of \$250,000 for a permanent washroom could be funded from the current DCC reserve because it qualifies as an eligible DCC expense. Additional amenities such as a separate covered sitting area could be funded by other reserve funds.

Operational costs to maintain an additional year-round washroom in Spring Park is estimated to be approximately \$36,000.00 per year.

**RECOMMENDATION:**

THAT the Permanent Washroom and Covered Sitting Area for Spring Park report dated February 2, 2022 be received.

**Respectfully submitted:**

Tyson Koch

Tyson Koch, ASCT, RSIS  
Operation Manager

**REVIEWED BY:**

Madeline McDonald



Madeline McDonald  
Chief Administrative Officer

**REVIEWED BY:**

Tracey Jones-Piron

Tracey Jones-Piron  
Financial Officer

The following table identifies the different amenities and estimated costs.

Amenity	Description	Cost
<b>DCC Eligible Expenses</b>		
Restrooms	One unisex year-round public washroom complete with heat.	\$250,000
		
Amenity	Description	Cost
<b>Parkland Reserve Eligible Expenses</b>		
Cover Sitting Area	Install a 20'x40' covered sitting area	\$125,000
		







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** February 15, 2022  
**FROM:** Tyson Koch, ASCT, RSIS **FILE:** 6130-01  
**Operations Manager**  
**SUBJECT:** Permanent Table Tennis Tables for Spring Park

---

**ISSUE:** To discuss the potential of installing a permanent accessible outdoor table tennis table in Spring Park.

#### **BACKGROUND:**

At the Council Meeting of February 7, 2022, Council requested that staff look at options for an accessible permanent table tennis table in Spring Park.

Council requested staff determine where the table can be funded from, total costs for purchase and installation of the table, total operational/maintenance costs and a few location options.

#### **DISCUSSION:**

The Village has \$548,000.00 in Parks Development Cost Charges (DCC) that may be used for improvements to parks. A table tennis table has been identified as an eligible expense.

The two options for outdoor permanent table tennis tables are concrete or metal. The estimated cost for a concrete table delivered and installed placed on an accessible concrete pad is \$12,500.00 (plus tax). The estimated cost for a metal table delivered and installed placed on an accessible concrete pad is \$10,000.00 (plus tax).

Operational costs to maintain an outdoor table tennis table, excluding vandalism, will be minimal. The concrete table is the more robust option with respect to durability and resistance to vandalism and weathering.

Potential accessible location options include east of the playgrounds (option 1), the vacant space between the tennis court (option 2) and pickle ball courts and the vacant space between the pickle ball courts and Echo Avenue (option 3).

**RECOMMENDATION:**

THAT the Permanent Table Tennis Tables for Spring Park report dated February 15, 2022 be received.

**Respectfully submitted:**

Tyson Koch

Tyson Koch, ASCT, RSIS  
Operation Manager

**REVIEWED BY:**

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer

**REVIEWED BY:**

Tracey Jones-Piron

Tracey Jones-Piron  
Financial Officer



Amenity	Description	Cost
Games Table	Outdoor accessible concrete table tennis table	\$12,500.00



Amenity	Description	Cost
Games Table	Outdoor accessible metal table tennis table	\$10,000





Location Options





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** February 16, 2022

**FROM:** Rhonda Schell  
Community Services Manager

**FILE:** 6130-01

**SUBJECT:** Off-Leash Dog Park

#### ISSUE:

Off-leash dog park pilot project.

#### BACKGROUND:

At the January 28, 2022 Committee of the Whole meeting, Council directed staff to prepare a report regarding a proposed off-leash dog park pilot project at Firehall Park. A staff report dated January 17, 2022 had outlined a variety of options for a dog park in this location and Council directed staff to return with a more basic proposal which did not include dedicated parking or non-essential amenities.

#### DISCUSSION:

Staff is recommending that a portion of Fire Hall Park be enclosed with a 6' black chain link fence with two double gate entry points. Due to budget considerations, a segregated area for small dogs will not be constructed during this phase. Hours of operation will be from 8:00 AM to 7:00 PM daily from June to September. Staff recommends that the pilot project be reviewed following the four month pilot project, including an opportunity for public feedback.

The Municipal Insurance Association of BC advises that signage informing the public on proper use of the park and user responsibilities should be placed at entry points. Village and emergency contact information will also be included on the signage. The inspection and maintenance of the park will be consistent with the practices and documentation of other Village parks.





**FINANCIAL IMPLICATIONS:**

<b>DCC Eligible Expenses</b>		
Fencing	Approximately 400 meters of fencing (6' black chain link) with two double gated entry points.	\$ 45,000
Landscaping	Some removal and limbing of trees and brush clearing. This work will be undertaken in accordance with Fire Smart principals to reduce any existing hazards at this site.	20,000
<b>Parkland Reserve Eligible Expenses</b>		
Signage	Signage to identify the park and clearly communicate Village policies, including any enforcement provisions, in an easy to understand format. Signage will clearly outline expectations and user responsibility.	5,000
Sanitation	Doggy bag dispenser and waste receptacle	<u>5,000</u>
		<b>\$ 75,000</b>

**RECOMMENDATION:**

THAT the Off-Leash Dog Park report dated February 16, 2022 be received.

Respectfully submitted:

Rhonda Schell

Rhonda Schell  
Community Services Manager

REVIEWED BY:

Tyson Koch

Tyson Koch  
Operations Manager

REVIEWED BY:

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer

REVIEWED BY:

Tracey Jones-Piron

Tracey Jones-Piron  
Financial Officer

# VILLAGE OF HARRISON HOT SPRINGS



## REPORT TO COUNCIL

TO: Mayor and Council DATE: February 16, 2022  
 FROM: Ken Cossey, MCIP, RPP FILE: 3060-20-DP05/18  
 (120 Esplanade Ave)  
 SUBJECT: Request for an amendment to Development Permit DP05/18

---

### ISSUE:

Consideration of a request to amend an existing Development Permit DP05/18 for 120 Esplanade Avenue.

### BACKGROUND:

#### Historical information on the Development Permit applications for this site

Listed below in chronological order is an outline of past development applications for this site:

- 2008 – an application was initially received, and a Development Permit was issued
- 2010 – an amendment was made, and the Development Permit was reissued
- 2012 – another Development Permit was issued
- 2014 – the Development Permit expired, and a new application was made, and a Development Permit was issued
- 2016 – the Development Permit was extended
- 2018 – the Development permit expired, and a new application was received, and a new Development Permit was issued
- 2020 – in May 2020 a request was received seeking permission to extend the Development Permit from January 2021 to May 2021. The request was denied.
- 2021 – the developer asked that the DP issued in 2018 be amended, and Council approved the request.
- 2022 – the developer is requesting to change the exterior stone colour back to the originally specified Natural Grey-West Coast Ledge stone.

#### Zoning Bylaw

The site, as shown below, is zoned C-1 under the current bylaw and the current use is a permitted use.



The proposed project when completed, is shown below.



The site was vacant predevelopment, as shown below.



Site



On January 20, 2022, an email was received from the developer's architects requesting that Council review their request and revert back to the exterior stone colour.

On January 20, 2022, an email was received from the developer's architects requesting that Council review their request and revert back to the exterior stone colour.

## APPROVED MATERIAL LEGEND

AS PER APPROVED DEVELOPMENT PERMIT  
ORIGINAL SPECIFIED STONE COLOUR  
(WESTCOAST LEDGESTONE)

### BUILDING ELEVATION MATERIAL LEGEND:

- 1 EXTERIOR ROOF FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 2 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 3 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 4 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 5 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 6 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 7 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 8 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 9 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 10 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT

1 APPROVED NORTH ELEVATION MATERIAL LEGEND

## PROPOSED MATERIAL LEGEND

AS PER AMENDED  
DEVELOPMENT PERMIT LETTER  
DATED NOVEMBER 10, 2021  
NEW SPECIFIED STONE COLOUR

### BUILDING ELEVATION MATERIAL LEGEND:

- 1 EXTERIOR ROOF FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 2 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 3 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 4 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 5 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 6 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 7 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 8 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 9 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT
- 10 EXTERIOR WALL FINISH (CLADDING) - CLADDING TO BE SUPPLIED BY ARCHITECT

2 PROPOSED NORTH ELEVATION MATERIAL LEGEND

HARRISON LAKE VIEW  
MIXED-USE DEVELOPMENT  
120 - 120 BROADWAY AVENUE, HARRISON HEIGHT SPRING, B.C.  
BY COE DEVELOPMENTS INC.

DATE: 10/10/2021  
BY: [Signature]

COE DEVELOPMENTS INC.  
120 - 120 BROADWAY AVENUE  
HARRISON HEIGHT SPRING, B.C.  
V2Y 5G1  
TEL: (604) 271-1200  
WWW.COEDEV.COM



The original colour scheme and material are outlined below.



#### Development Permit Amendment

Section 6 of the Development Permit is the section of the permit that will need to be amended, as per the current following requirement.

- “(c) The exterior stone cladding colour is natural grey as provided in the email attachment sent by atelier pacific architecture incorporated, on January 22, 2022. If there is any deviation from the use of this colour, the Village’s approval is required.”

There will be no amendment to any other part of DP 05/18, if Council approves the request.

**RECOMMENDATION:**

**THAT** Council approve the request to amend DP 05/18 as follows:

Delete Section 6 (c) of DP 05/18 in its entirety and insert the following

“(c)The exterior stone cladding colour is natural grey as provided in the email attachment sent by atelier pacific architecture incorporated, on January 22, 2022. If there is any deviation from the use of this colour, the Village’s approval is required.”

Respectfully submitted;

**REVIEWED BY and CONCURRENCE  
with the RECOMMENDATION:**

*Ken Cossey*

Ken Cossey, MCIP, RPP  
Planning Consultant

*Madeline McDonald*

Madeline McDonald, CAO







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

TO: Mayor and Council DATE: February 15, 2022  
 FROM: Tracey Jones-Piron FILE: 1700-02  
 Financial Officer  
 SUBJECT: 2022-2026 Financial Plan Bylaw No. 1174, 2022

---

**ISSUE:** To provide readings to the 2022-2026 Financial Plan Bylaw No. 1174, 2022

#### BACKGROUND:

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.

The 2022-2026 Financial Plan was made available for Public Consultation at an Open House held on February 22, 2022 and is presented at the Regular Meeting of Council on February 22, 2022 for additional opportunity for the public to provide comment.

Accordingly, the 2022-2026 Financial Plan is attached for Council's consideration.

#### RECOMMENDATION:

THAT the 2022-2026 Financial Plan Bylaw No. 1174, 2022 be given second and third readings.

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**

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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
<b>REVENUES:</b>					
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
<b>EXPENSES:</b>					
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
<b>CAPITAL, DEBT, RESERVES, TRANSFERS &amp; BORROWING</b>					
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	- 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**

<b>Revenue Source</b>	<b>% of Total Revenue</b>	<b>Dollar Value</b>
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**

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

## 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.







## VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** February 9, 2022

**FROM:** Rhonda Schell **FILE:** 3900-01  
Community Services Manager

**SUBJECT:** Waste Collection and Disposal and Bylaw Notice Enforcement Amendment  
Bylaws

**ISSUE: To introduce and provide three readings to Waste Collection and Disposal Amendment Bylaw No. 1176, 2022 and Bylaw Notice Enforcement Amendment Bylaw No. 1177, 2022**

### BACKGROUND:

On September 7, 2021, Council directed staff to begin the process to join the Recycle BC network of collectors. Recycle BC does not allow Flexible Plastics in the curbside collection recycling stream, therefore, it is necessary to update the Waste Collection and Disposal Bylaw. Residents will be provided with educational material regarding the upcoming changes to the recycling program and to advise that Flexible Plastics are acceptable at Recycle BC depots.

With the recent adoption of the Waste Collection and Disposal Bylaw and any amendments thereto, it is necessary to update the Bylaw Notice Enforcement Bylaw to incorporate the new provisions. Accordingly, Waste Collection and Disposal Amendment Bylaw No. 1176, 2022 and Bylaw Notice Enforcement Amendment Bylaw No. 1177, 2022 are attached for Council's consideration.

**RECOMMENDATION:**

THAT Waste Collection and Disposal Amendment Bylaw No. 1176, 2022 be given first, second and third readings; and

THAT Bylaw Notice Enforcement Amendment Bylaw No. 1177, 2022 be given first, second and third readings.

Respectfully submitted:

*Rhonda Schell*  
Rhonda Schell  
Community Services Manager

REVIEWED BY:

Madeline McDonald  
Madeline McDonald  
Chief Administrative Officer

**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1176**

**A bylaw to amend "Waste Collection and Disposal Bylaw No. 1172, 2021"**

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WHEREAS the Village of Harrison Hot Springs has deemed it advisable to amend Waste Collection and Disposal Bylaw No. 1172, 2021 to revise definitions, remove flexible plastics from allowable recyclable material and adjust the mechanism by which collection may be refused;

NOW THEREFORE in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

1. This Bylaw may be cited as the Village of Harrison Hot Springs "Waste Collection and Disposal Amendment Bylaw No. 1176, 2022".
2. "Waste Collection and Disposal Bylaw No. 1172, 2021" is hereby amended by deleting the definition of "Container" under Section 2 Interpretation and replacing it with the following:

"Container" means a Household Waste receptacle constructed of non-corrosive durable metal or plastic, equipped with an odour resistant and animal resistant tight-fitting cover, having a maximum capacity of up to 121 litres, weighing no more than 25 kgs and capable of being manually emptied;

a Recyclables receptacle constructed of non-corrosive durable metal or plastic, clearly marked "Recycling", used for the temporary storage of Recyclables at curbside, having a maximum capacity of up to 121 litres, weighing no more than 25 kgs and capable of being manually emptied;

an Organics receptacle constructed of non-corrosive durable metal or plastic, clearly marked "Organics", equipped with an odour and animal resistant tight-fitting cover, having a maximum capacity of up to 121 litres, weighing no more than 25 kgs and capable of being manually emptied;

a Green Waste unlined paper bag weighing no more than 25 kgs and capable of being manually emptied; or

a Glass Packaging receptacle clearly marked "Glass Recycling", used for temporary storage of Glass Packaging at curbside weighing no more than 25 kgs and capable of being manually emptied;

3. "Waste Collection and Disposal Bylaw No. 1172, 2021" is hereby amended by deleting the definitions of "Contaminated Waste", "Organics", "Recyclables", and "Residence", under Section 2 Interpretation and replacing them as follows:



"Contaminated Waste" means waste with the presence of hazardous waste or prohibited material, or mixing of any two or more of the following items or materials:  
a) Household Waste, b) Recyclable Materials, c) Glass Packaging, and (d) Organics;

"Organics" means food waste, food scraps, fruit, paper towel/napkins, food soiled paper and pizza delivery boxes, compostable paper plates/cups, single use wooden cutlery, and Green Waste;

"Recyclables" means newspaper, cardboard, any paper, clean and dry household plastic containers coded 1 through 7, milk jugs, tetra-paks, flyers, wax cardboard, books or other products accepted by the Contractor for disposal at a licensed facility;

"Residence" means a Detached Dwelling or Duplex Dwelling which has the same meaning as the Zoning Bylaw No. 1115, 2017 as amended from time to time;

4. "Waste Collection and Disposal Bylaw No. 1172, 2021" is hereby amended by deleting the definitions of "Flexible Plastic", "Glass Packaging Container", "Green Waste Container", "Implementation Day", "Organics Container", and "Recycling Container" under Section 2 Interpretation
5. "Waste Collection and Disposal Bylaw No. 1172, 2021" is hereby amended by deleting section 6 (b) and replacing it with the following:
 

"(b) The Village or Contractor has the right to refuse collection of Household Waste, Recyclable Waste, Glass Packaging, Organics, or Green Waste if it exceeds the allowable weight or volume limits."

READ A FIRST TIME THIS DAY OF FEBRUARY, 2022

READ A FIRST TIME THIS DAY OF FEBRUARY, 2022

READ A FIRST TIME THIS DAY OF FEBRUARY, 2022

ADOPTED THIS DAY OF , 2022

\_\_\_\_\_  
Mayor

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

**VILLAGE OF HARRISON HOT SPRINGS**

**BYLAW NO. 1177**

**A bylaw to amend the Bylaw Notice Enforcement Bylaw No. 855**

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to amend Bylaw Notice Enforcement Bylaw No. 855 by replacing the Schedule of Designated Bylaw Contraventions and Penalties;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Bylaw Notice Enforcement Amendment Bylaw No. 1177, 2022".

- 2.** The Schedule of Designated Bylaw Contraventions and Penalties is attached hereto as Schedule "A" and forms part of this bylaw.

**3. REPEAL**

That the Schedule of Designated Bylaw Contraventions and Penalties attached as Schedule "A" to the Village of Harrison Hot Springs Bylaw Notice Enforcement Bylaw No. 855 is hereby repealed in its entirety.

READ A FIRST TIME DAY OF FEBRUARY, 2022

READ A SECOND TIME THIS DAY OF FEBRUARY, 2022

READ A THIRD TIME THIS DAY OF FEBRUARY, 2022

ADOPTED THIS DAY OF MARCH, 2022

\_\_\_\_\_  
Mayor

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

**SCHEDULE "A" TO BYLAW NO. 1177**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
<b>Business Licence and Regulation Bylaw No. 1128</b>	2.1(a)	Carry on business without a licence	200.00	190.00	210.00
	2.1(b)	Fail to obtain separate licence for each business	200.00	190.00	210.00
	2.3(d)	Fail to renew business licence that continues to operate	200.00	190.00	210.00
	3.1(a)	Operate prohibited business	500.00	490.00	510.00
<b>Fireworks Regulation Bylaw No. 871</b>	1.2.1	Possess fireworks without permit	100.00	90.00	110.00
	1.2.2	Ignite, explode, set off or detonate fireworks in such a manner as may endanger or create a nuisance	100.00	90.00	110.00
<b>Abatement and Control of Noise Bylaw No. 474</b>	4(a)	Disturb the peace with radio noise, stereo noise, sound device or other amplified noise	200.00	190.00	210.00
	4(b)	Disturb the peace with bird or animal noise	100.00	90.00	110.00
	4(c)	Operate power lawnmower or power saw between the hours of 10:00 p.m. and 8:00 a.m.	500.00	490.00	510.00
	4(d)	Discharge vehicle or engine exhaust that causes excessive noise	100.00	90.00	110.00
	4(e)	Unload or load material from any vehicle that disturbs	500.00	490.00	510.00
	4(f)	Continuous running of stationary motor vehicle which disturbs	100.00	90.00	110.00
	4(g)	Erect, demolish, construct, alter or repair any building or structure or excavate any street in any zone on Sunday	500.00	490.00	510.00
	4(h)	Erect, demolish, construct, alter or repair any building or structure or excavate any street in any zone weekdays including Saturday, between the hours of 10:00 p.m. and 8:00 a.m.	500.00	490.00	510.00
<b>Highway and Traffic Bylaw No. 974</b>	16(d)	Interfere with any traffic control device	210.00	190.00	210.00
	16(e)	Fail to comply with any lawful direction, command or order of a Bylaw Enforcement Officer, Peace Officer or a member of the Fire Department	100.00	90.00	110.00
	16(f)	Commercial vehicles in excess of 5500 kg (tare weight) on residential street	300.00	290.00	310.00
	27(b)	Fail to park in designated parking between lines or markings	100.00	90.00	110.00
	27(c)	Park in loading zone and beyond maximum of 30 minutes	100.00	90.00	110.00
	27(d)	Park in bus zone	100.00	90.00	110.00
	27(e)	Park in designated physically disabled motorist stall without valid placard	100.00	90.00	110.00
	27(f)	Park on sidewalk or boulevard	100.00	90.00	110.00
	27(g)	Park in front of a public or private driveway	100.00	90.00	110.00
	27(h)	Park within 5 meters of a hydrant	100.00	90.00	110.00
	27(i)	Park on crosswalk or within 5 meters of the approach side of a crosswalk	100.00	90.00	110.00
	27(j)	Park within 6 meters of either side of an entrance to or exit from public meeting place, fire hall or playground	100.00	90.00	110.00
	27(k)	Obstruct traffic alongside or opposite of highway excavation or obstruction	100.00	90.00	110.00
	27(l)	Park on highway side of a motor vehicle stopped or parked parallel to the curb side of a highway	100.00	90.00	110.00



**SCHEDULE "A" TO BYLAW NO. 1177**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	27(m)	Park on a bridge or other elevated structure on a highway	100.00	90.00	110.00
	27(n)	Park which obstructs the visibility of traffic or a traffic control device	100.00	90.00	110.00
	27(o)	Park on cycle path on any portion of a highway for a longer period of time than indicated on the traffic control device	100.00	90.00	110.00
	27(p)	Park on a highway for a continuous period exceeding 48 hours without movement	100.00	90.00	110.00
	27(q)	Commercial vehicle parked longer than 24 hours in a given area	100.00	90.00	110.00
	27(r)	Park adjacent to a yellow curb	100.00	90.00	110.00
	27(s)	Face wrong direction from the normal flow of traffic on the highway	100.00	90.00	110.00
	27(t)	Park where prohibited	100.00	90.00	110.00
	27(u)	Park in lane less than 3.5 meters of the travelled portion of the lane for other vehicle	100.00	90.00	110.00
	27(v)	Park in boat launch area without permit	100.00	90.00	110.00
	27(w)	Park in close proximity to other vehicle to obstruct or unduly restrict movement	100.00	90.00	110.00
	29(a)ii	Exceed total weight of the vehicle and/or trailer in excess of 5500 kg and is in a residential zone between the hours of 7:00 p.m. and 7:00 a.m.	100.00	90.00	110.00
	29(b)	Recreational vehicle parked on any street in excess of 8 hours regardless if it is moved or not to another location	100.00	90.00	110.00
	29(c)	Park unattached utility, boat or RV trailer on any street	100.00	90.00	110.00
	31(a)	Park a vehicle in a stall for a period of time greater than the time indicated by the traffic control device	100.00	90.00	110.00
Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 829	3	Disconnect meter	500.00	490.00	510.00
	5	Divert or install exhaust fans	500.00	490.00	510.00
	6	Store or use dangerous goods	500.00	490.00	510.00
	7	Construct or install trap	500.00	490.00	510.00
	8	Construct or install obstruction to an exit	500.00	490.00	510.00
	10(1)	Interfere or obstruct inspector	500.00	490.00	510.00
	10(2)	Remove, alter, mutilate posted notice	500.00	490.00	510.00
	11	Allow growth of mold or fungus	500.00	490.00	510.00
	12(1)	Cause or permit a nuisance	500.00	490.00	510.00
	12(2)	Cause or permit water, rubbish or unsightly matter to accumulate	500.00	490.00	510.00
	13	Cause or permit a noxious or offensive trade	500.00	490.00	510.00
	16(1)	Fail to inspect residential premises subject to Tenancy Agreement	500.00	490.00	510.00
	16(2)(a)	Failure to give written notice of contravention	500.00	490.00	510.00
	16(2)(b)	Failure to comply with notice	500.00	490.00	510.00
Open Burning and Outdoor Fire Regulation	3.1	Set, start or kindle fire or permit open burning of wood, wood pellets, rubbish, refuse, tires, oil, plastics, synthetics, asphalt shingles, battery boxes, or construction material or waste of any kind	500.00	490.00	510.00
	3.1.2	Light or burn a tiki torch	100.00	90.00	110.00



**SCHEDULE "A" TO BYLAW NO. 1177**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Bylaw No. 1110	3.1.3	Use or fly a sky lantern	100.00	90.00	110.00
	3.1.4	Use fireworks without display permit	100.00	90.00	110.00
	3.1.5	Use BBQ, hibachi using wood or charcoal briquettes on public property	100.00	90.00	110.00
	5.7	Communal Campfire exceeding allowable size	100.00	90.00	110.00
	5.8	Communal Campfire within 10 meters of building or property line	100.00	90.00	110.00
	5.10	Communal Campfire within 20 meters of municipal road	100.00	90.00	110.00
	5.11	Communal Campfire during high winds	200.00	190.00	210.00
	5.12	Communal Campfire to spread	200.00	190.00	210.00
	5.13	Leave Communal Campfire unattended	200.00	190.00	210.00
	5.14	Fail to extinguish Communal Campfire	100.00	90.00	110.00
Littering and Dumping and Snow Bylaw No. 870	2, 9, 11	Dispose or deposit garbage or rubbish in a public place	50.00	40.00	60.00
	2(c)	Deface, damage any property owned by or in care of the Village	100.00	90.00	110.00
	3	Damage or kill a tree, shrub, turf, and flower in a public place	100.00	90.00	110.00
	4(b)	Fail to remove snow, ice and litter from any sidewalk in front of or adjacent property no later than 4:00 p.m.	100.00	90.00	110.00
	7	Deface, destroy any building, structure, facility, fence, sign, seat or bench or ornament on public property	100.00	90.00	110.00
Waste Collection and Disposal Bylaw No. 1172	3(a)	<i>Dump or dispose of any waste</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	3(b)	<i>Deposit or use waste for lot filling or levelling purposes.</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	3(c)	<i>Allow waste of any kind whatsoever to leak, spill, blow, drop from any vehicle or container onto any street within the Village</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	3(d)	<i>Place or cause to be placed any waste upon any street or public land other than in accordance with the Residential Waste Collection Service conditions</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	3(e)	<i>Dispose of waste into a container belonging to another person unless given the authority to do so by the owner or occupier of the premises</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	3(f)	<i>Open Container, add, disturb, tamper, handle, interfere with Container placed for collection</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	4(e)(v)	<i>Place any other Waste other than Domestic Waste, recyclable or organics/green waste into Container</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
	4(e)(vi)	<i>Place Prohibited Waste or Contaminated Waste in any Container</i>	<i>100.00</i>	<i>90.00</i>	<i>110.00</i>
Park Regulation Bylaw No. 915	3	Enter public beach or park after curfew	100.00	90.00	110.00
	4	Set up or occupy shelter in park, on street or public property	100.00	90.00	110.00
	5	Carry in or set up camping equipment	100.00	90.00	110.00
	6	Park, store, place or abandon any unlicensed or licensed boat, golf cart, motor vehicle, motorcycle, off-road vehicle, trailer or other matter on any public land, unless expressly permitted	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1040	7	Remove gravel, sand or earth from beach or shore	100.00	90.00	110.00
	8	Litter on beach or in water	100.00	90.00	110.00
	9	Move or remove buoys, rafts, signs from any beach or from water	100.00	90.00	110.00



**SCHEDULE "A" TO BYLAW NO. 1177**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Park Regulation Amendment Bylaw No. 1060	10	Kindle, build, light, maintain any fire, barbeque, hibachi or any other form of cooking apparatus that uses wood, charcoal, briquettes or any other form of natural burning product on any beach or park	100.00	90.00	110.00
	11	Operate water vehicle inside buoyed areas	100.00	90.00	110.00
	11	Operate water vehicle in excess of buoyed signs	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1106	13	Occupy roof of building in park	50.00	40.00	60.00
	14	Occupy building, swimming pool, tennis court or other structure in park outside posted hours	100.00	90.00	110.00
	15	Break, injure or damage locks, gates, bolts, fences, seats, benches, buildings, structures or other property in public areas on beaches, boulevards or in parks or grounds	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1130	16	Willfully destroy, mutilate, efface, deface or remove posted sign	100.00	90.00	110.00
	17	Bark, break, peel, cut, deface, remove, injure, root up or otherwise damage trees, shrubs, flowers, roots or grass planted or growing in public areas, beaches, boulevards or in parks or grounds	100.00	90.00	110.00
	17(a)	Smoke any tobacco, cannabis, electronic cigarette, cigar, cigarillo, pipe or any substance that replicates smoking in buildings, structure, park or public space where prohibited	100.00	90.00	110.00
	17(b)	Possess open liquor in park	100.00	90.00	110.00
	18	Play or practice golf in public park	50.00	40.00	60.00
	19	Cause, allow or permit dogs in prohibited area	100.00	90.00	110.00
	20	Ride or drive any horse in, upon or through public areas, parks, boulevards or beaches	100.00	90.00	110.00
	21	Ride or drive any carriage, wagon, bicycle, motorcycle, scooter, rollerblades, skateboards, automobile, sleigh, snowmobile, all-terrain vehicle or other vehicle in public areas, parks or grounds	100.00	90.00	110.00
	22	Break, injure, dig or destroy any tree, sod, grass of any boulevard or any box, stake or guard which protects	100.00	90.00	110.00
	23	Park unhitched trailers, boats, RV's or any other equipment at any boat launch ramp or designated parking area within the Village	100.00	90.00	110.00
	24	No person shall intentionally feed or attempt to feed, or otherwise use any attractant to encourage the feeding of any wild animal or bird, including a Canada Goose	100.00	90.00	110.00
Tree Management and Preservation Bylaw No. 1015	6(a)	Remove tree without permit	200.00	190.00	210.00



**SCHEDULE "A" TO BYLAW NO. 1177**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
<b>Property Maintenance Bylaw No. 1072</b>	3(a)	Place graffiti on building, wall, fence sign or other structure	500.00	490.00	510.00
	3(b)i	Throw, deposit, leave or place rubbish in or upon any public space or private property	500.00	490.00	510.00
	3(b)ii	Allow accumulation of noxious weed or invasive plant or other material on public or private property that could cause infestation	200.00	190.00	210.00
	3(b)iii	Abandon vehicle, household appliance or furniture on any highway, sidewalk, ditch, parking lot, waterway, park or other public place or private property	500.00	490.00	510.00
	3(c)i	Cause or allow property or premises to become unsightly	500.00	490.00	510.00
	3(c)ii – a,b,c,d,e&f	Cause or permit accumulation of rubbish, broken or dilapidated furniture or bedding or appliances, vehicle parts or equipment, unused wood or wood products, construction materials or equipment, standing water where unsanitary conditions could develop or remain	500.00	490.00	510.00
	4(a)	Fail to brush vegetation and weed, remove invasive species	200.00	190.00	210.00
<b>Sign Bylaw No. 1126</b>	2.1a)	Erect, place, construct or alter a sign without permit	500.00	490.00	510.00
	2.1b)	Maintain or allow sign to remain, be affixed to lands or building without a permit	500.00	490.00	510.00
	2.1e)	Sign located, erected or lighted that interferes with visibility of traffic control device or access/egress to highway	300.00	290.00	310.00
	2.1f)	Sign affixed to fence where not permitted	100.00	90.00	110.00
	2.1h)	Sign which obstructs doorway, window or sidewalk where prohibited	300.00	290.00	310.00
	2.1j)	Sign within 100 metres of prohibited area	500.00	490.00	510.00
	2.1k)	Sign left abandoned more than 30 days	50.00	60.00	40.00
	2.1l)	Sign attached to tree, light pole, provincial highway or utility pole	100.00	90.00	110.00
	2.1m)	Sign which contains holographic image or projection of image	100.00	90.00	110.00
	3a)	Erect, construct, place, alter or maintain sign where prohibited	500.00	490.00	510.00
	5.12a)i)	Fail to remove sign within specified time period of 7 days	200.00	190.00	210.00
	5.12a)ii)	Sign which interferes pedestrian movement or visibility of any Traffic Control Device	200.00	190.00	210.00
<b>Municipal Docks Bylaw No. 991</b>	11	Possess an open container of liquor on a dock	100.00	90.00	110.00
	15	Deposit or leave garbage, refuse, bottles, cans, paper, animal excrement or other waste material on a dock or in the water surrounding a dock	100.00	90.00	110.00
	18	Cause a vessel, watercraft or seaplane to remain moored in a posted loading zone for a period in excess of 60 minutes unless otherwise authorized by the Village	100.00	90.00	110.00
<b>Municipal Docks Bylaw Amendment No. 1008</b>	21(1)(a)(b)	Moor a vessel, watercraft or seaplane at a dock for a period in excess of 12 hours and moored overnight unless approved by special permit issued by the Village	500.00	490.00	510.00

**SCHEDULE "A" TO BYLAW NO. 1177**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
<b>Boat Launch and Regulation Bylaw No. 1075</b>	12	Fail to properly display vehicle hanger	50.00	40.00	60.00
	14	Leave boat, tow vehicle, boat trailer or vehicle unattended at boat launch or on wharf	50.00	40.00	60.00
	15	Moor boat in excess of 15 minutes	40.00	30.00	50.00
	16	Accelerate boat motor while loading or unloading a boat on or off a trailer	200.00	190.00	210.00
<b>Zoning Bylaw No. 1115</b>	3.3a)	Keep or permit on any lot in any zone, object or chattel which is unsafe, unsightly, or adversely affects zone	500.00	490.00	510.00
	3.3b), c)	Use prohibited in Zone	500.00	490.00	510.00
	3.3d)	Land use that produces malodorous, toxic or noxious matter or generates vibrations, heat, glare or radiation discernible beyond boundaries of lot	200.00	190.00	210.00
	3.3e)	Tourist accommodation in residential zone	500.00	490.00	510.00
	3.3f)	Operation of gaming and gambling establishments in any zone	500.00	490.00	510.00
	3.5b)	Use prohibited unless approved by Agricultural Land Commission or subject to Agricultural Land Commission Act	500.00	490.00	510.00
	3.6b)	Non-compliance of required setback and siting requirements	500.00	490.00	510.00
	3.7a)	Building or structure placed, constructed, sunk into, erected, moved, sited, altered or enlarged that exceeds height	200.00	190.00	210.00
	3.8a)	Sight line requirements at intersection exceeds height	100.00	90.00	110.00
	4.1a)	Use of Marihuana Facility and Marihuana Operation in any zone where prohibited	500.00	490.00	510.00
	4.1b)	Use of Medical Marihuana Production Facility in any zone where prohibited, except where authorized	500.00	490.00	510.00
	4.4c)	Use of barbed wire, razor wire, electric current or hazardous material where prohibited	200.00	190.00	210.00
	4.4d)	Retaining wall exceeds height	50.00	40.00	60.00
	4.5b)	Home Occupation that discharges or emits	100.00	90.00	110.00
	4.6	Temporary Building or structure that exceeds duration	50.00	40.00	60.00
	4.7b)i)	Intermodal storage container exceeds permitted number	50.00	40.00	60.00
	4.7b)ii)	Intermodal storage container in prohibited area	100.00	90.00	110.00
	4.7c)	Accessory storage building or structure not permitted	500.00	490.00	510.00
	6.7a)	Exceed number and type of motor vehicles permitted in residential zone	500.00	490.00	510.00





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

TO: Mayor and Council DATE: February 15, 2022

FROM: Rhonda Schell  
Community Services Manager FILE: 3900-01

SUBJECT: Single-use Plastic Items Bylaw No. 1178, 2022

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#### ISSUE:

This report is for the consideration of a draft bylaw to prohibit commercial distribution of single-use plastics.

#### BACKGROUND:

This issue was raised at the June 17, 2019 Regular Council Meeting where staff was directed to research options to draft a bylaw to prohibit single-use plastics and conduct a public consultation process with affected businesses. A short survey was created to engage the business community on the impacts of a single-use plastics ban. The survey was sent out by mail to all resident businesses with their business licence renewals, shared on our website and social media. It was also emailed from Tourism Harrison and the Harrison Agassiz Chamber of Commerce to their members.

Survey results told us that:

- 83% of respondents were from a tourism related business.
- 71% of respondents provide single-use plastics to their customers.
- When asked how long it would take to use up their current stock of supplies that are made up of single-use plastics, 66% of respondents said between 1-6 months and 34% said six months or longer.
- Two of the respondents supply biodegradable or compostable bags, straws, cutlery, plates, or stir sticks.
- No respondents at the time of the survey charged for single-use shopping bags or sell reusable branded shopping bags. However, one business stated that they sell non-branded reusable shopping bags.

Some general feedback received was:

- It is an unreasonable expectation for a tourist to bring in their own cloth bag/container!
- Patrons are always asked if they wish a plastic bag first.... most say yes.



- A particular business was supportive of the ban. Unfortunately, they are part of a franchise that requires the use of branded single-use plastic serviceware.
- Implementation of such a policy requires at least a season in advance.

Staff drafted a bylaw in line with Council's long term vision statement for Harrison Hot Springs to be "A residential and resort community with an attractive and inviting village core of shops and services. A strong commitment to maintaining the scenic qualities, the environment, and the quality of life." Furthermore, the basis for the bylaw is found in the Official Community Plan section 7 "protection of the natural environment" where it states that it is the policy of Council to Promote the "reduce, reuse and recycle" approach to waste management. This draft bylaw to reduce plastic waste by prohibiting the commercial distribution of plastic single-use shopping bags, straws, cutlery, plates, and stir sticks was brought before Council on January 20, 2020 and received first, second, and third readings.

The Community Charter in s.8 states that a municipality may enact a bylaw for the protection of the natural environment, however a bylaw of this sort would fall within s.9, Spheres of Concurrent Authority, therefore, the bylaw was submitted to the Ministry for approval.

On March 11, 2020, the Village received a response from the Ministry of Environmental and Climate Change Strategy. The letter informed the Village that the bylaw was not approved based on the Ministry's desire to have bylaws be consistent across communities, our definition of single-use plastics was too broad, and stated that the bylaw did not provide sufficient exemptions for medical facilities or persons with disabilities who require a bendable plastic straw.

While in the process of revising the draft bylaw and working with Ministry staff to ensure the next iteration of the bylaw was in alignment with the Minister's letter and other communities, the Government of BC launched a campaign to consult with local governments in their creation of the Clean BC Plastics Action Plan. Staff participated in the consultation and was informed that all bylaws concerning single-use plastics were on hold during the consultation process. Finally, on July 26, 2021, the Province released Ministerial Order No. M309, which amends the Spheres of Concurrent Jurisdiction - Environment and Wildlife Regulation which provides municipalities with the authority to regulate, prohibit, and impose requirements in relation to the protection of the natural environment by bylaw under section 8(3)(j) of the Community Charter. However, a municipality must consider appropriate exemptions in respect to a bylaw made under the Regulation. In January 2022, the Ministry released a Local Government Guide for Bylaws Regulating Single-use Plastics

Staff has now prepared a new bylaw in accordance with the new regulation.

The new bylaw restricts businesses from distributing:

- a) checkout bags other than
  - i. recycled paper bags, or
  - ii. used bags;
- b) polystyrene foam service ware containers;
- c) plastic utensils; and

d) plastic drinking straws;

The key differences between Bylaw 1151, 2020 and Bylaw 1178, 2022 are:

Definitions
<ul style="list-style-type: none"> <li>Definitions were adjusted to harmonize with the definitions in Ministerial Order No.309.</li> </ul>
Items
<ul style="list-style-type: none"> <li>Does not allow businesses to prevent customers from providing their own serviceware.</li> <li>Businesses must not provide non-plastic check out bags, utensils, or straws without first asking the customer if these items are needed.</li> <li>Businesses may provide accessible straws if requested by a customer, and may not ask the customer for proof of need.</li> </ul>
Fees
<ul style="list-style-type: none"> <li>Businesses must charge a fee for the provision of paper or reusable plastic bags to help disincentivize the use of alternative single-use packaging and products that carry different but still negative environmental impacts</li> <li>Businesses retain the revenue from such sales.</li> </ul>
Exemptions
<ul style="list-style-type: none"> <li>Healthcare facilities, accessibility, or medical needs;</li> <li>Sale of plastic items for home use (garbage bags, sandwich bags, etc.);</li> <li>Plastic bags for bulk items or flowers;</li> <li>Plastic bags that have been previously used; and</li> <li>Patrons who would be financially burdened by fees for bags.</li> </ul>
Privacy
<ul style="list-style-type: none"> <li>Businesses are not required or authorized to collect, use or disclose personal information for considering a person's entitlement to an exemption in respect of the bylaw.</li> </ul>
Implementation
<ul style="list-style-type: none"> <li>Effective date is January 1, 2023.</li> <li>Introductory Period is from January 1, 2023 to December 31, 2023.</li> </ul>

#### RECOMMENDATION:

THAT first, second, and third readings of Bylaw No. 1151, 2020 be rescinded; and

THAT Single-Use Plastics Ban Bylaw No. 1178, 2022 be given first, second, and third readings.

Respectfully submitted:

Rhonda Schell

Rhonda Schell  
Community Services Manager

REVIEWED BY:

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1178, 2022**

**A bylaw for to regulate the use of single use plastic items**

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**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to regulate the use of single-use plastic items;

**NOW THEREFORE** in open meeting assembled, the Mayor and Council of the Village of Harrison Hot Springs enacts as follows:

**1. CITATION**

This Bylaw may be cited for all purposes as "Single-Use Plastic Items Bylaw No. 1178, 2022".

**2. DEFINITIONS**

**1) In this Part:**

"Accessible Straw" means a drinking straw made wholly of plastic that is not compostable or biodegradable, has a corrugated section that allows the straw to bend and maintain its position and is individually wrapped in paper;

"Business" means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the Business Licence and Regulation Bylaw;

"Checkout Bag" means a paper or plastic single-use supplementary bag;

"Introductory Period" means a period that may be set by a municipality during which there is a reduced minimum charge for the provision of a recycled paper bag or a reusable bag;

"Item" means the applicable of the following:

- (a) a bag;
- (b) a service ware container;
- (c) a utensil;
- (d) a drinking straw;

"Plastic" includes compostable and biodegradable plastic;



"Polystyrene Foam", when used in reference to an item, means an item made primarily of polystyrene foam;

"Recycled Paper Bag" means a paper checkout bag that meets the criteria described in subsection (2);

"Reusable Bag" means a bag that is designed and manufactured to be used and machine-washed at least 100 times;

"Service Ware Container" means a container that is ordinarily provided for service of prepared food or beverages and includes a cup, plate, bowl, tray, carton or lidded container;

"Single-Use", when used in reference to an item, means the item is provided for a single use or a short-term purpose;

"Small Paper Bag" means a paper bag that is less than 15 cm by 20 cm when flat;

"Stir Stick" means an item that is designed and manufactured to stir beverages;

"Supplementary", when used in reference to an item, means an item that is provided to a customer by a business to facilitate the transport of a purchase from the business, or consumption of a product, including prepared food that is purchased for take-out or delivery;

"Used Bag" means a checkout bag or a reusable bag that has been previously used and is being reused;

"Utensil" includes a spoon, fork, knife, chopstick or stir stick.

- 2) In order to be considered recycled for the purposes of this Part, a paper checkout bag must contain at least 40% recycled paper content, and have a reference printed on the outside of the bag to the applicable amount of recycled content with the word "recyclable".

### **3. REGULATION**

- 1) Except as provided in this bylaw, a business shall not provide a customer with any of the following items:
  - a) checkout bags other than
    - i. recycled paper bags, or
    - ii. used bags;
  - b) polystyrene foam service ware containers;
  - c) plastic utensils; or

- d) plastic drinking straws.
- 2) A business shall not deny or discourage a customer from using their own reusable items:
- a) checkout bags other than
    - i) recycled paper bags, or
    - ii) used bags;
  - b) polystyrene foam service ware containers;
  - c) plastic utensils; or
  - d) plastic drinking straws.
- 3) Notwithstanding section 3.1, a business may provide:
- a) a checkout bag only if:
    - i) the customer is first asked whether they need a bag;
    - ii) the bag provided is a Paper Bag or Reusable bag; and
    - iii) the customer is charged a fee not less than:
      - (1) Introductory Period
        - (a) \$0.15 per Paper Bag; and
        - (b) \$1.00 per Reusable Bag.
      - (2) After the Introductory Period
        - (a) \$0.25 per Paper Bag; and
        - (b) \$2.00 per Reusable Bag; or
  - b) a non-plastic utensil, only if the customer is first asked whether they need a utensil.
  - c) subject to the exemption under section (4), a non-plastic straw, only if the customer is first asked whether they need a utensil.
- 4) All proceeds from the sale of Paper Bags and Reusable Bags will be retained by the business.

#### **4. EXEMPTIONS**

- 1) This bylaw shall not apply to bags used for:
  - a) health care and community care facilities
  - b) the sale of items listed in section 3, provided that they are sold in packages of multiples (e.g. garbage bags, sandwich bags, pet waste bags);
  - c) Accessible straws;
  - d) the distribution of single-use plastic items needed for medical use or accessibility needs;

- e) prescribed pharmaceutical drugs or devices;
- f) recycled paper bags;
- g) small paper bags;
- h) plastic bags to:
  - i) package loose bulk items such as fruit, vegetables, nuts, grains, or candy;
  - ii) package loose small hardware items such as nails and bolts;
  - iii) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;
  - iv) wrap flowers or potted plants;
  - v) protect prepared foods or bakery goods that are not pre-packaged;
  - vi) transport live fish; or
  - vii) protect linens, bedding, or other similar large items that cannot easily fit in a reusable bag; or
- f) plastic bags
  - i) already used by a customer;
  - ii) returned to a business for the purpose of being reused by other customers; or
  - iii) that are a reusable bag.

## **5. SEVERABILITY**

If any provision of this bylaw is found to be invalid by a court of competent jurisdiction, that provision may be severed from the bylaw without affecting the validity of the remainder of the bylaw.

## **6. ENFORCEMENT AND PENALTY**

- 1) This Bylaw is designated under the provisions of Section 260 of the Community Charter as a Bylaw that may be enforced by means of a ticket issued under the provisions of the Bylaw Notice Enforcement Bylaw.
- 2) Any person who violates any provision of this bylaw or who suffers or permits any act or thing to be done in contravention of or in violation of any of the provisions of this bylaw, or who neglects to do, or refrains from doing anything required to be done by any of the provisions of this bylaw commits an offence is subject to enforcement penalties under the Bylaw Notice Enforcement Bylaw.
- 3) Each day that a contravention or violation of or failure to perform any provision of this Bylaw continues to exist will be deemed to be a separate offence.



**7. EFFECTIVE DATE**

This Bylaw comes into force January 1, 2023.

**8. INTRODUCTORY PERIOD**

The Introductory Period is from January 1, 2023 to December 31, 2023.

**9. READINGS AND ADOPTION**

READ A FIRST TIME THIS      DAY OF      , 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