



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, November 2, 2009
Time: 7:00 p.m.
Location: Council Chambers, Harrison Hot Springs, British Columbia

1. CALL TO ORDER		
	(a)	Meeting called to order by Mayor Becotte
2. INTRODUCTION OF LATE ITEMS		
3. APPROVAL OF AGENDA		
4. ADOPTION AND RECEIPT OF MINUTES		
<input type="checkbox"/> Regular Council Meeting Minutes – October 19, 2009		Item 4.1 Page 1
<input type="checkbox"/> Parks and Recreation Commission Meeting Minutes – August 18, 2009		Item 4.2 Page 13
<input type="checkbox"/> Parks and Recreation Commission Meeting Minutes – September 8, 2009		Item 4.3 Page 19
<input type="checkbox"/> Economic Development Commission Meeting Minutes – September 23, 2009		Item 4.4 Page 25
<input type="checkbox"/> Committee of the Whole Meeting Minutes – October 19, 2009		Item 4.5 Page 31
		Item 4.1 Page 1
		Item 4.2 Page 13
		Item 4.3 Page 19
		Item 4.4 Page 25
		Item 4.5 Page 31

5. BUSINESS ARISING FROM THE MINUTES		
<input type="checkbox"/> Parks and Recreation Commission Meeting Minutes – September 8, 2009		<p>Recommendation:</p> <p>THAT the Parks and Recreation Commission recommend ideas to improve access to the Ranger Station via a walkway connection.</p> <p>THAT the Parks and Recreation Commission has input into the feasibility of providing additional washroom facilities on the beachfront.</p>
	<input type="checkbox"/> Economic Development Commission Meeting Minutes – September 23, 2009	<p>Recommendation:</p> <p>THAT a sub committee consisting of R. Reyerse, D. Kenyon, S. Key and P. Stenson be formed to coordinate and assist in the hiring of an Event Coordinator; and</p> <p>THAT Council endorses the recommendation by the EDC to hire an Events Coordinator for a period of 52 weeks; and</p> <p>THAT Council authorizes the writing of a letter of support for the Festival Society's application to them for assistance in hiring a person for this position.</p>
6. DELEGATIONS AND PETITIONS		
7. CORRESPONDENCE		
<input type="checkbox"/> Letter dated October 9, 2009 from the Ombudsman re complaint		Item 8.1 Page 35
<input type="checkbox"/> Letter dated October 20, 2009 from the Heart & Stroke Foundation re proclamation		Item 8.2 Page 37
<input type="checkbox"/> Letter dated October 20, 2009 from the Fraser Valley Regional District re: Elizabeth's Wildlife Centre		Item 8.3 Page 41
<input type="checkbox"/> Letter dated October 22, 2009 from Harrison Agassiz Chamber of Commerce re Christmas lighting and events		Item 8.4 Page 51
<input type="checkbox"/> Letter received October 26, 2009 from the All Saints Anglican Church in Agassiz re request for financial assistance		Item 8.5 Page 53
<input type="checkbox"/> Memorandum date October 28, 2009 from the Liquor Control and Licencing Branch re policy directive		Item 8.6 Page 57
8. BUSINESS ARISING FROM CORRESPONDENCE		
9. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS		
10. REPORTS FROM MAYOR		
K. Becotte – verbal		

11. REPORTS FROM COUNCILLORS

D. Harris - verbal
D. Kenyon - verbal
A. Jackson - verbal
B. Perry – verbal

12. REPORTS FROM STAFF

☐ Flood Control Level
Exemption – 670 Hot
Springs Road – Springs RV
Resort

Report of Chief Administrative Officer – October 29, 2009

Re: Flood Control Level exemption at 670 Hot Springs Road –
Springs RV Resort park amenity building

Recommendation:

THAT Council approves the flood control level exemption for the amenity building at 670 Hot Springs Road to allow the amenity building to be constructed at 14.0 m geodetic.

Item 13.1
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☐ Street Banner Display
Policy 4.18

Report of Chief Administrative Officer – October 29, 2009

Re: Street Banner Display Policy 4.18

Recommendation:

THAT Council adopt Street Banner Display Policy No. 4.18; and

THAT Council rescind Banner Installation Policy No. 4.7.

Item 13.2
Page 65

☐ Rezoning application at
626 Hot Springs Road

Report of Chief Administrative Officer – October 29, 2009

Re: Rezoning application at 626 Hot Springs Road

Recommendation:

THAT Council recommends forwarding this application to the APC for review and recommendations.

Item 13.3
Page 71

☐ Endorsement of
recommendation of EDC –
Event Coordinator for 2010

Report of Chief Administrative Officer – October 29, 2009

Re: Endorsing of recommendation from the EDC for the hiring of Event Coordinator for 2010

Recommendation:

THAT Council endorse the hiring of an Event Coordinator by the Festival Society; and

THAT Council approves providing “in-kind” assistance in the form of office space at the Community Safety and Information Office including office furniture, phone and some office supplies provided that the duties of the Event Coordinator can include providing basic general assistance to the public from that office as and when necessary.

Item 13.4
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13. BYLAWS

☐ Fire Department
Establishment Bylaw 923
and Fire Department
Remuneration Policy 3.8

Report of Chief Administrative Officer – October 29, 2009

Re: Fire Department Establishment Bylaw 923 and
Fire Department Remuneration Policy 3.8

Item 14.1
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Recommendation:

THAT Council approves 1st, 2nd, and 3rd reading of bylaw 923 a bylaw to establish services with respect to provision for fire fighting services within the Village of Harrison Hot Springs and repeal “The Corporation of the Village of Harrison Hot Springs Fire Department Establishment and Regulation Bylaw No. 424, 1984” and amendments thereto (Bylaw No. 824).

THAT Council approves establishment of Policy 3.8 – “Harrison Hot Springs Fire Department – Remuneration” and rescinds Policy 3.7 – “Fire Department – Honorariums & Call Out Rates”.

14. QUESTIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

15. ADJOURNMENT


Larry Burk
Chief Administrative Officer

4.1

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

DATE: October 19, 2009
TIME: 7:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Mayor Ken Becotte
Councillor Bob Perry
Councillor Dave Kenyon
Councillor Dave Harris
Councillor Allan Jackson

Chief Administrative Officer, Larry Burk
Director of Finance, Dale Courtice

ABSENT:

Recording Secretary, Debra Key

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

3. **APPROVAL OF AGENDA**

Moved by Councillor Harris
Seconded by Councillor Perry

THAT the agenda be approved.

CARRIED

4. **ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting
Minutes – September 21,
2009

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT the minutes of the Regular Council Meeting of September 21,
2009 be adopted as amended.

CARRIED

Errors & Omissions

Page 7 last paragraph after word contribution, amend to read “for the
clinic improvements from the Village”.

5. **BUSINESS ARISING FROM THE MINUTES**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
October 19, 2009*

6. **PUBLIC AND STATUTORY HEARINGS**

None

7. **DELEGATIONS**

Andrew Baziuk

Mr. Baziuk appeared as a delegation to talk about approval to use a converted RV trailer as a food concession/restaurant operation. He explained his interpretation of the zoning bylaw was more accurate and appropriate than that previously expressed by the CAO. He stated there had been previous approval for the concession stand at the Glencoe Motel. When he applied for a business license it was denied by the Village due to non-conformance with the current zoning.

Frank Scigliano

Mr. Scigliano talked about his application for a development variance permit to build a boat shelter at 380 Eagle Street that had been denied and asked Council if this could be reconsidered. The Mayor suggested that Mr. Scigliano make an appointment with staff to discuss some options.

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the delegations be received.

CARRIED

8. **CORRESPONDENCE**

- ☐ Letter dated September 17, 2008 from the British Columbia Achievement Foundation
- ☐ Letter dated September 24, 2009 from UBCM re Community Tourism Program (Phase 2)
- ☐ Email dated September 25, 2009 from MLA Barry Penner re new park land
- ☐ Letter dated September 28, 2009 from the Ministry of Tourism, Culture and the Arts re Olympic Torch Relay grant
- ☐ Letter dated October 6, 2009 from the Harrison Festival Society re damage deposit reconsideration
- ☐ Email dated October 8, 2009 from CivicInfo re HST
- ☐ Letter dated October 8, 2009 from the City of Richmond re 2010 Olympic Games
- ☐ Fax dated October 9, 2009 from UBCM re grant opportunities
- ☐ Letter received October 13, 2009 from the HHS Preschool Society re Breakfast with Santa

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Moved by Councillor Jackson
Seconded by Councillor Kenyon

THAT the correspondence be received.

CARRIED

9. BUSINESS ARISING OUT OF CORRESPONDENCE

☐ Letter received October 13, 2009 from the HHS Preschool Society re Breakfast with Santa

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT Council contribute \$3,000 from the Festival of Lights budget to the Harrison Hot Springs Preschool Breakfast with Santa, to include advertising and stipend for Mr. & Mrs. Santa Claus.

CARRIED

☐ Letter dated October 6, 2009 from the Harrison Festival Society re damage deposit reconsideration

The Mayor offered that the Harrison Festival Society issue be referred to Mayor and staff to resolve.

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

☐ Advisory Planning
Commission Meeting of July
21, 2009

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Advisory Planning Commission of July 21, 2009 be received.

CARRIED

☐ Advisory Planning
Commission Meeting of
August 17, 2009

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT the minutes of the Advisory Planning Commission of August 17, 2009 be received.

CARRIED

☐ Communities in Bloom
Committee Meeting Minutes
of August 12, 2009

Moved by Councillor Harris
Seconded by Councillor Perry

THAT the minutes of the Communities in Bloom Meeting of August 12, 2009 be received.

CARRIED

*Village of Harrison Hot Springs
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□ Economic Development
Commission Meeting of
August 19, 2009

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT the minutes of the Economic Development Commission Meeting of August 19, 2009 be received.

CARRIED

□ Bylaw and Policy Review
Committee Meeting of
August 4, 2009

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT the minutes of the Bylaw and Policy Review Committee Meeting of August 4, 2009 be received.

CARRIED

11.

REPORTS FROM MAYOR

The Mayor reported that he attended this year's annual UBCM conference along with Councillors Perry and Kenyon as well as the CAO. Topics included the state of the economy and he was most interested in the overall focus on tourism throughout the conference by delegates. Workshops focused on the Climate Action Charter and how many other municipalities were adapting to this initiative brought on by the Province.

The Mayor reported on a grant that is available to local sports development groups. This may help our community develop sports initiatives for our youth or seniors.

The Mayor also talked about the City of Golden's youth programs. Their youth in this small community were engaged in and involved in the design and construction of their skate board park. Perhaps the grant noted above of \$2,000, could be used to develop a program for this community. The Mayor will pass the information on to the Parks & Recreation Commission. Deadline for the application is November 13, 2009.

Moved by Councillor Harris
Seconded by Councillor Kenyon

THAT the Mayor's report be received.

CARRIED

The Mayor welcomed and introduced Alex Kent, a Grade 12 student who is participating in a work experience program through the Agassiz Elementary Secondary School. She will be contributing 100 hours of work experience here in Harrison to learn about opportunities and futures in local government politics and work.

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12.

REPORTS FROM COUNCILLORS

Councillor Harris

October 6, 2009 attended first Show Kids you Care gathering. Resolved to keep this program going.

Moved by Councillor Harris

Seconded by Councillor Kenyon

THAT \$500 be contributed to the Show Kids you Care for 2009/2010 from Grants to Groups.

CARRIED

October 14, 2009 attended the regular Joint Kent-Harrison Emergency Preparedness meeting in Kent.

The October 14, 2009 CIB meeting was cancelled due to lack of a quorum. Due to the reduced numbers of members on the Committee, it will be suspended until after the new year.

Attended Citizen's Advisory Committee at Mountain Institution where they discussed the use of work release inmates. Would like to use inmates to provide manual labour work on trails and asked staff to consider this option.

There was discussion regarding the removal of invasive species and weed cutting as part of a work release program.

Councillor Kenyon

Attended groundbreaking ceremonies at Springs RV Resort.

September 22, 2009 received a letter from Fraser Health regarding smoking regulations. The Mayor advised that the Bylaw and Policy Review Committee are currently reviewing the regulations.

Attended UBCM – good experience. One of the trade shows displayed solar powered trash compacting garbage cans, equipped with baskets on the outside, but they are very expensive.

Chamber of Commerce will be involved in Village lighting for Christmas.

EDC will meet on Wednesday.

Councillor Jackson

On October 6, 2009 attended the Environment Committee to talk about waste to energy. PM2.5 – delegation from Banco is now taking some garbage from Abbotsford. This concept is compulsory in the States. It has no pollution – they pick up garbage and turn it into fertilizer.

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October 14, 2009 attended Harrison Tourism Society meeting. Hotels are doing quite well. The Harrison Tourism Society advertising has really paid off.

Councillor Perry

September 23, 2009 attended FVRL Board meeting in Abbotsford. New CEO was brought on board.

September 24, 2009 attended FVRL employee recognition awards.

September 26, 2009 attended Springs RV Resort open house and turned sod for new pool.

September 27 to October 2, 2009 attended UBCM. Items of interest were the resolutions and Annual General meeting.

October 6, 2009 was a guest speaker at Resort Hotel to open the Medical Officers of BC conference.

October 8, 2009 attended Healthy Communities at Kent Boardroom.

The Mayor reported on a food digester container into which you can put food wastes into this “green cone” shaped container which then reduced considerably through composting process. The container is partially imbedded into the ground and is relatively animal friendly.

Moved by Councillor Harris
Seconded by Councillor Perry

THAT the Councillors’ reports be received.

CARRIED

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REPORTS FROM STAFF

☐ UBCM Conference and
Clerk's and Corporate
Officers Forum

Report of Chief Administrative Officer – Verbal

Re: UBCM Conference & Clerk's and Corporate Officers Forum

Attended UBCM and reported a lot of effort and time is being put into Climate Action. The Village is required to move into these initiatives before 2010. 1830+ delegates attended.

Attended Clerk's and Corporate Officers Forum in Sun Peaks last week. Topics of discussion were:

- Officer's role in planning process – where we discovered that we need to review and possibly make changes in some bylaws.
- Refresher on parliamentary procedures and Robert's Rules of Order in our procedures. Changes will be recommended soon.
- Board of Variance procedure and case law update: We should look seriously at establishing a Board of Variance. A prerequisite recommendation is to set very specific qualifications so that there is assurance that members are sufficiently conversant with issues and regulations.
- A half day legal session update – how to deal with rezoning, public hearing, OCP amendments, procedural fairness rules etc. were talked about.

Attended a FVRD meeting to discuss the proposed increase tipping fee assessments by them. This may occur in January 1 or July 1 of 2010. VHHS needs to implement a solid waste and recycling program asap. Planning needs to be completed for the new year in order to have a proper and appropriate solid waste, recycling, and composting program for the Village.

Councillor Harris excused himself from the chambers at 8:05 p.m. due to potential conflict of interest.

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□ Project management
services for McCombs
bridges

Moved by Councillor Perry
Seconded by Councillor Kenyon

Report of Chief Administrative Officer – October 19, 2009
Re: Project management services for McCombs bridges

THAT Council approve Mr. Gerritt Romeyn of Neelco Construction/B&B Contracting to provide project management services for the replacement of the McCombs Road Bridges as per the letter from Civic Consultants dated Oct 9, 2009 (attached); and

THAT Council authorizes the CAO to sign a contract with Mr. Romeyn et al as prepared by Civic Consultants.

CARRIED

Councillor Harris reentered the Chambers at 8:07 p.m.

□ 470 Esplanade – nuisance
building

Moved by Councillor Jackson
Seconded by Councillor Perry

Report of Chief Administrative Officer – October 13, 2009
Re: 470 Esplanade – nuisance building

THAT Council receives this report; and

THAT Council declares that the buildings at 470 Esplanade Ave, Harrison Hot Springs BC are a nuisance and dangerous to public safety and that these buildings be deemed nuisance buildings pursuant to Division 12 sections 72, 73, 74 of the Community Charter and be demolished. The buildings are also deemed unsightly pursuant to Bylaw 741; and

THAT the CAO be directed to file a Warning Notice under section 57 of the Community Charter against the property, in order to warn prospective purchasers that there are violations of the Village of Harrison Hot Springs Regulation of Unsightly Premises Bylaw No. 741, 1999. Should the buildings be demolished the Section 57 notice need not be applied or can be withdrawn.

CARRIED

*Village of Harrison Hot Springs
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□ 430 Esplanade - nuisance
building

Moved by Councillor Kenyon
Seconded by Councillor Harris

Report of Chief Administrative Officer – October 13, 2009
Re: 430 Esplanade – nuisance building

THAT Council receives this report; and

THAT Council declares that the principal building and accessory building at 430 Esplanade Ave, Harrison Hot Springs BC a nuisance and dangerous to public safety and that these buildings be deemed nuisance buildings pursuant to Division 12 sections 72, 73, 74 of the Community Charter and be demolished. The buildings are also deemed unsightly pursuant to Bylaw 741; and

THAT the CAO be directed to file a Warning Notice under section 57 of the Community Charter against the property, in order to warn prospective purchasers that there are violations of the Village of Harrison Hot Springs Regulation of Unsightly Premises Bylaw No. 741, 1999. Should the buildings be demolished the Section 57 notice need not be applied or can be withdrawn.

CARRIED

□ Special Event Brochure

Moved by Councillor Kenyon
Seconded by Councillor Perry

Report of Chief Administrative Officer – October 14, 2009
Re: Special Event Brochure

THAT the report regarding the Special Event Brochure be received.

CARRIED

□ Transport Canada
Contribution Agreement

Moved by Councillor Perry
Seconded by Councillor Harris

Report of Chief Administrative Officer – October 6, 2009
Re: Transport Canada Contribution Agreement

THAT Council request an extension to the Contribution Agreement for a period of (2) two years; or alternatively, or more years if reasonably expected to expend the remaining Contribution.

CARRIED

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BYLAWS

☐ Bylaw No. 924 Fee
Schedule Amendment Bylaw

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Bylaw No. 924 Fee Schedule Amendment Bylaw be adopted.

CARRIED

☐ Bylaw No. 925 Advisory
Planning Commission Repeal
Bylaw – August 21, 2009

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT Bylaw No. 925 Advisory Planning Commission Repeal Bylaw be adopted.

CARRIED

☐ Bylaw No. 926 Recreation
Commission Repeal Bylaw –
August 21, 2009

Moved by Councillor Harris
Seconded by Councillor Perry

THAT Bylaw No. 926 Recreation Commission Repeal Bylaw be adopted.

CARRIED

The Mayor reported on the differences of the old Council Procedure Bylaw and the new Council Procedure Bylaw in their definitions of “Acting Mayor” and “Deputy Mayor”.

Moved by Mayor Becotte
Seconded by Councillor Kenyon

THAT Councillor Perry be appointed Deputy Mayor for the term of October, November and December.

CARRIED

Councillor Jackson spoke about his interest in attending a forum with respect to economics and climate change in the environment.

Moved by Councillor Perry
Seconded by Councillor Harris

THAT Councillor Jackson attend the Public Procurement Forum in Victoria.

CARRIED

*Village of Harrison Hot Springs
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13.

QUESTIONS FROM THE PUBLIC

A member of the public advised that a local parent of the Youth Program is no longer running the program.

A member of the public talked about the invasive plants and asked if Council wanted to sit on the Invasive Plants Council. The streamkeepers group is also interested in doing work along the Miami River.

A member of the public expressed concern about Mountain Institution inmates coming into the Village for potential work programs.

A member of the public asked if the roundabout is complete. The Mayor reported staff will be looking at some concerns.

ADJOURNMENT

Moved by Councillor Kenyon

Seconded by Councillor Perry

THAT pursuant to Section 90(1)(a), (c) and (j) of the *Community Charter*, the meeting be closed to the public.

The meeting closed to the public at 8:35 p.m.

CARRIED

Certified a true and correct copy of the minutes of the Regular Meeting of Council held October 19, 2009 in the Council Chambers, Village of Harrison Hot Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative Officer

**VILLAGE OF HARRISON HOT SPRINGS
PARKS AND RECREATION COMMISSION MEETING**

DATE: August 18, 2009
TIME: 10 a.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Mayor
Dave Harris, Councillor
Ed Stenson
Janne Perrin
Delphine Gornall
Ruth Altendorf
Ken Burningham

Larry Burk, CAO

Recording Secretary, Cindy Richardson

ABSENT: Donna Cooney

1. **CALL TO ORDER**

The Mayor called the meeting to order at 10:00 a.m.

Mayor welcomed all Commission members and provided a brief overview of the history of the Parks & Rec. Commission. The Mayor would like this commission to have a stronger connection and bring more awareness to Council. Mayor Becotte stated some issues such as Memorial Benches, Memorial Hall, etc, would still require involvement from the Parks & Rec. Commission.

2. **ELECTION OF CHAIRMAN**

Moved by Ken Burningham
Seconded by Janne Perrin

THAT Ed Stenson be nominated as the Chair of the Parks and Recreation Commission.

CARRIED

There being no further nominations and having accepted the nomination Ed Stenson was acclaimed as Chairperson for the Parks and Recreation Commission.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
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Moved by Dave Harris
Seconded by Ruth Altendorf

THAT Janne Perrin be nominated as Deputy Chair of the Parks and Recreation Commission.

CARRIED

There being no further nominations and having accepted the nomination Janne Perrin was acclaimed as Deputy Chairperson for the Parks and Recreation Commission.

3. ESTABLISHMENT OF AGENDA

Items of Interest

☐ **Terms of Reference**

Mayor Becotte explained the difference between a Committee and Commission for the members of the Parks & Rec Commission. He stated that the terms of reference for the Parks & Rec. are quite broad and follow on the Procedure Bylaw. The Parks & Rec Commission are able to make some decisions without the resolution of Council as long as they are presented to staff. Mayor Becotte also stated that new Commission members may be appointed by Council at any time. If any members know of anyone interested in being on the Commission please let him know. Mayor Becotte reminded members that it is each individual's duty to declare any conflict of interest and act accordingly if the situation presents itself.

Ed Stenson agreed that the previous Parks & Rec. was also a Commission but became further removed from Council. This Commission will work more closely with Council.

L. Burk stated that the function of this Commission includes the importance of communication with staff. The Commission is expected to meet at least 5 times per year. It is not a requirement but it is requested by the Terms of Reference. Two old Bylaws will be repealed that used to govern actions of the Parks & Rec. Commission. L. Burk is available to the Commission for clarification of any changes between the old Bylaws and new Terms of Reference.

K. Burningham asked about the budget allocated to the Parks and Rec Commission. L. Burk stated that the commission will be requested to submit ideas and issues that they want to address so that costs may be factored into the upcoming budget. The process was then explained to the members as how to make a recommendation to Council.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
AUGUST 18, 2009
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Mayor Becotte stated that the Village recognizes that staff may be used to help attend to the tasks that the Commission would like to see completed. Recreational programming is something for the Commission to investigate further. The District of Kent may be of great use.

L. Burk stated that the Village does not have the staff on hand to attend to all of the P&R issues but feels we may want to consider combining resources with the District of Kent to achieve goals in Parks & Rec. areas.

E. Stenson feels that the TOR is a broad document and asked for input from the members as the scope of the commission is much broader.

D. Harris wanted clarification on the conduct during meetings, per formality and would like direction.

L. Burk stated that Procedure Bylaw 914 is the basis for formal and informal procedures. This bylaw is available online for members to review. L. Burk described the process for preparation of agendas and when meeting packages would be available. The call of the meeting at the call of the chair. The recording secretary must provide notification of all meetings. Members were requested to leave all contact info with Cindy. Members should present any items they wish to discuss to the Chair to be added to the agenda. L. Burk should be contacted if members wish to invite staff to meetings. A quick overview of Roberts Rules of Order was provided.

Janne Perrin discussed concerns with the Terms of Reference. She suggested that the Commission members be given the last trail study done by Craven, Houston and Powers. The FVRD Growth Strategy Plan should be looked at very closely.

L. Burk stated that this document is available on line but will be provided to those not able to view the document.

The Mayor also recommended that the Members review the Cultural Scan completed last year. Kent's Community needs assessment would be of benefit to review for the needs in the Village.

L. Burk informed that the Village is working with a consultant to provide a Community Needs Assessment for the Village. The objective is to provide a process to determine what facilities might be needed within the Village. This is a different process from the cultural scan.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
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☐ Meeting dates and times

Meeting dates and times. E. Stenson requested regular meeting at least until priorities are established for the Commission. A more hands-on approach may be required initially.

L. Burk suggested limiting the initial goals of the Commission to achieve success.

The Commission agreed that the third Tuesday of the month at 10:00 a.m. will be meeting dates. More meetings or working sessions may be required as projects proceed.

There was discussion of the Memorial Hall renovations and how programs will hopefully not be interrupted for a long duration of time

L. Burk would like the members to keep other venue options open during the time of the renovation. The disruption will not take place hopefully until early March of 2010. The Village will be accepting proposals for tender.

Mayor Becotte suggested that the Memorial Hall issues be part of the next P & R agenda for discussion to review alternate venues during proposed renovations.

E. Stenson reported on activities still operating since the past Rec Commission. The Commission was acting as an umbrella group for many activities in the Village such as the multi-cultural choir. The hiking group has been active for over 20 years. The Social Club is now 5 years old and hosts various activities. These groups meet on a weekly basis in the hall and the choir will be hosting the BC Seniors Choral Fest April 2011. These groups operate under the P & R existing budget with grants from the Village as well as fundraising activities. Most of the groups are self-supporting.

L. Burk requested a list of dates, times and contacts for all of these groups so that they may be incorporated into the new Village website for information available to the public. A representative from the P & R would be a benefit to keep the Village website up to date.

K. Burningham talked about the Hiking Club and the benefit it could potentially be for the club to be on the website.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
AUGUST 18, 2009
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Mayor Becotte stated that there is currently is not a budget set for P & R and would like to see a budget recommendation come from this Commission to be presented to Council. The Commission should utilize the information that can be provided from people in the Community such as S. Key or K. Hilts of the District of Kent.

E. Stenson asked members about documents they may need to review the TOR which will be brought forward for approval at the next meeting.

R. Altendorf requested information from all the groups operating under the umbrella of parks/rec.

L. Burk is attempting to update. He is looking for input for future Memorial Benches, locations and options.

There was discussion of new recycle/garbage receptacles along the beach area. The beach already has more receptacles on hand than last year and new ones can not be purchased this year due to budgets.

4.

ADJOURNMENT

Moved by Dave Harris

Seconded by Delphine Gornall

THAT the meeting be adjourned at 11:29p.m.

CARRIED

Certified a true and correct copy of the minutes
of the Parks and Recreation Commission
meeting held on August 18, 2009 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

Larry Burk (CAO)

Ed Stenson(Chair)

**VILLAGE OF HARRISON HOT SPRINGS
PARKS AND RECREATION COMMISSION MEETING**

DATE: September 8, 2009
TIME: 10:00 a.m.
PLACE: Council Chambers

IN ATTENDANCE:

Dave Harris, Councillor
 Ed Stenson
 Janne Perrin
 Delphine Gornall
 Ruth Altendorf
 Ken Burningham
 Donna Cooney

Larry Burk, CAO

Recording Secretary, Meagan Mucha

ABSENT: Ken Becotte, Mayor

1. **CALL TO ORDER**

The Chair called the meeting to order at 10:00am

2. **MINUTES**

Moved by D. Harris

Seconded by R. Altendorf

THAT the minutes of the Parks and Recreation Commission meeting of August 18, 2009 be adopted.

CARRIED

3. **DELEGATIONS /PETITIONS**

None

4. **CHAIRPERSON'S REPORT**

The Chair has passed around several documents pertaining information on the *Rules of Order*. The Village Office has made a copy of three of the documents we discussed at our last meeting; these will be kept at the front desk if you would like to view them. As well, Commission members have received a copy via email.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
September 8, 2009
PAGE (2)

5. COMMITTEE MEMBERS REPORT

a) Terms of Reference Ideas regarding how to improve tourism should be directed to Stephanie from the Tourist Information Center.

The Commission discussed the condition of the Miami River and whether or not this project should fall under the Parks & Recreation Commission. The CAO recommends keeping the Miami river and the Parks & Recreation Commission separate, solely because it is a riparian/environmental issue beyond the abilities of this Commission to deal with. The Commission discussed the health and well-being of the river and the importance of having a Committee dedicated to the Miami River. It was suggested that the Miami River be a sub-committee of the Parks & Recreation Commission.

The Chair has asked the Commission to review the *Terms of Reference*, and address areas/topics that should be removed or included; it will then be passed on to council for review.

The CAO discussed Kingma's development project. This developer has asked to sub-divide the land and to distinguish his property as 4 separate parcels.

b) Trails The Commission discussed Kingma's development project. The CAO stated Kingma has no issues with recognizing trails on their property.

The Chair has asked if we can now pass the East Sector issues on to council. The trails can now be accessed by the public.

K. Burningham raised the connectivity issue concerning the Mount Street Trail. The CAO will look into the possibility of creating a better entrance to this trail.

J. Perrin discussed issues regarding the large amount of disturbance the width of the new trail on Naismith has caused; as well, as the wood chips and bark mulch entering the water ways. A recommendation would be to invest in less invasive measures when *building trails*, and to take into consideration the water ways.

D. Harris clarified that the Mount Street Trail is partially out of the jurisdiction of the Village of Harrison. Furthermore, he does not see any environmental issues with bark mulch, wood chips, and gravel entering the water ways.

The CAO discussed posting a sign at the entrance of the bridge to stop potential motorized vehicle traffic from using the new trail. The CAO further recommends that the Commission adopt specific standards for

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
September 8, 2009
PAGE (3)

trail building.

J. Perrin and D. Cooney have offered to research resources and recommendations for building trails.

c) Priorities

Plan for the Beachfront

There will be a meeting with CHP regarding the ongoing nine phase beachfront project.

The Commission discussed building a trail for better access to the Ranger Station and including this new trail as part of our recreation plan.

The CAO discussed creating a board walk from the end of Randall park to the Ranger station.

The Parks and Recreation Commission would take on any duties that previously fell under the Beach and Parks Commission; such as, redevelopment of the beach front and the expansion of beach washrooms.

The CAO used Peachland as a benchmark design for a washroom/beach facility; he further recommends including a concession stand.

Budgets need to be put into place for projects taken on by this Commission.

Moved by D. Harris

Seconded by D. Cooney

THAT the Parks and Rec Commission recommend ideas to improve access to the Ranger Station via a walkway connection.

CARRIED

Moved by D. Harris

Seconded by D. Gornall

THAT the Parks & Rec Commission has input into the feasibility of providing additional washroom facilities on the beachfront.

CARRIED

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
September 8, 2009
PAGE (4)

The Chair would like to explore programs/events for the Village of Harrison Hot Springs. R. Altendorf brought up the possibility of having a theatre group, curling club, carpet bowling, or shuffle boards.

The CAO reported on Agassiz's outdoor movie event, which was a great success, and discussed the possibility of Harrison putting on a movie night. The Commission discussed contacting the school board and arranging access to their gymnasium to hold programs such as badminton.

The Chair discussed the division of resources between Agassiz and Harrison and emphasized the importance of population to keep programs active.

The CAO has asked the Commission to send him information on special events that they would like posted on our website. Furthermore, every six weeks we have advertising space on the back page of the Observer which would be suitable for events/news concerning the Parks and Recreation Commission or other community programs.

The CAO discussed including in the terms of reference a format for receiving and giving out funds for events.

Financial statements should be brought forth at the next meeting due to the current lack of time.

The Chair would like to see this Commission support existing groups as opposed to starting new programs.

The Commission discussed liability issues and insurance policies for various groups/programs. The separate groups should have participants sign disclaimers/waivers. The CAO will contact our insurance holder to review our coverage.

Benches will be on the agenda for our next meeting.

The next meetings will be held October 20th, November 17th, and December 15th.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
September 8, 2009
PAGE (5)

6. **ADJOURNMENT**

Moved by D. Harris

Seconded by D. Cooney

THAT the meeting be adjourned at 11:58am

CARRIED

Certified a true and correct copy of the minutes
of the Parks and Recreation Commission
meeting held on September 8, 2009 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

Larry Burk (CAO)

Ed Stenson(Chair)

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ECONOMIC DEVELOPMENT COMMISSION**

DATE: September 23, 2009
TIME: 9:00 a.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE: Mayor Ken Becotte arrived at 9:30
 Councillor Dave Kenyon
 Phyllis Stenson
 Robert Reyerse, Chair
 Fred Gornall
 Stephanie Key
 Karl Dopf

CAO, Larry Burk

ABSENT: Frank Peters
 Danny Crowell, Deputy Chair
 Recording Secretary, C. Richardson

1. CALL TO ORDER

Chairman Robert Reyerse called the meeting to order at 9:02 a.m.

2. ADOPTION AND RECEIPT OF MINUTES

☐ EDC Minutes
 of Aug. 19/09

Moved by Fred Gornall
Seconded by Dave Kenyon

THAT the minutes of the Economic Development Commission meeting of August 19, 2009 be adopted.

CARRIED

3. DELEGATIONS/PETITIONS

None

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING
SEPTEMBER 23, 2009
PAGE (2)**

4. **CHAIRPERSON REPORT**

None

5. **ITEMS FOR DISCUSSION**

☐ Village
Update from
CAO L. Burk

☐ BC
Partnership for
Sustainable
Tourism

CAO L. Burk reported on the Resort Collaborative Conference that was held in Whistler last week. The reporting process to the government was a main topic of discussion. L. Burk felt that it would have been a great benefit if S. Key from Tourism had been involved with this conference. There will be another opportunity in the spring which S. Key will be able to attend as well as Mayors from all of the 13 Resort Municipalities. A unilateral reporting process is to be set up so that all 13 Resort Municipalities follow the same reporting format. Successes of other communities were heard at the conference. The focus on works for the various communities ranged from very minimal scale ideas to larger grand ideas. Data needs to be provided to complete our own report to show achieved successes within the Village. The 13 Communities need to recapture the idea that these communities require tourism to be sustainable. It is key to have the residents of the community provide input and opinion for understanding the concept of sustainability. Partnership agreements were considered as a necessity for the collaborative commitment from all necessary partners. Regarding Community & Tourism, the term "tourist" might better be voiced as visitor. A speaker at the conference recommended that sustainability should be practiced not preached to have the best impact with residents and visitors. L. Burk will need to discuss with members of the EDC to track down numbers for our 2008 report.

K. Becotte commented that he appreciated L. Burk report of information from the conference and would like to discuss further collaboration. Tourism involves over 30 communities and the EDC should review other assessments of the Resort Development Strategy Plan. Further projects can be funded. He would like the EDC and Village to take another look at the RDS and empower community involvement to move forward. Without the hotel tax a huge amount of revenue would be lost and projects would not be able to move forward.

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING
SEPTEMBER 23, 2009
PAGE (3)**

R. Reyerse suggested that the EDC take the above points and wrap them into the RDS for discussion at the next EDC meeting. Possible ideas for Lakefront Development Committee after a review of the Resort Strategy. What roles and recommendations can the EDC provide?

L. Burk does not think that it is the EDC's mandate to get involved. The Village needs to review the RSD and report or provide to EDC for any work they might be able to assist with.

K. Becotte would like the EDC to be the facilitating group to move forward on this.

**EDC
Development
Assessment
Criteria**

R. Reyerse reviewed the list of Development Assessment Criteria provided to members of the EDC and requested feedback in regard to the document. These are in terms of economic development.

Items #3 needs wordsmithing.

L. Burk expressed that EDC should exercise their decisions on the side of caution. L. Burk voiced which criteria should be listed in priority. Criteria can be a subjective topic.

P. Stenson feels criteria do not require statistics and the EDC is here to make recommendations to Council.

R. Reyerse stated the criteria gives the EDC room to work with the knowledge offered by the members. Members of the EDC will receive revisions by email. Council can then note the criteria in the next Council meeting.

K. Dopf wanted to know how the criteria would impact already new businesses coming in to the Village. The Chair then reviewed the EDC's stance that was discussed at the last meeting regarding development in the Community with items that have a broader impact.

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING
SEPTEMBER 23, 2009
PAGE (4)**

☐Events

S. Key provided some background work on events and information. A document for 2010 general events was provided to members of the EDC to provide an idea of how many events, suggestions provided, etc.... S. Key feels that there are avenues available for attracting events and to view the document as a list to build on. When speaking with D. Crowell at the Hotel it was stated that the hotel is not trying to bring new events in the community but to support events being held in the community. There events are geared more towards the Hotel events. He could not provide a complete list of groups as there is confidentiality issues involved. S. Key provided a month to month review of events for the EDC members. An event coordinator position would be able to feed off other events being offered in the area to attract people to the community. Cross Promotion needs to be tapped into and it is easier to work with already existing events than starting events from scratch. Market knowledge to tie areas and events could bring in many different target markets and year round events. She suggested that the members use this document as a resource to define an event coordinator position.

R. Reyerse feels that the Hotel and the Village need to work together to develop events that can be beneficial to both parties. Effective advertising, communication and information would be a great direction to move forward with.

L. Burk suggested that 2% can be used for promotions and advertising.

P. Stenson noted that the fall Craft sale was not on the list but will be happening around the Labour Day weekend and would like it to be included in some type of umbrella package. Also noted a concert on April 9, 2010 needed to be added to the calendar.

Day Events and longer term events can both be beneficial to the community, but the idea is that we need to provide more things for visitors to do while they are here. Marrying events would be one way to help keep visitors in the area for longer periods of time

K. Becotte stated the importance of beginning the Memorial Hall renovations needs to be addressed so that other venues can be booked for existing booked events. A timeline needs to be established. User groups will be involved for consultation once a contract has been awarded.

L. Burk stated that an RFP is going out soonest; hopes to have the contract awarded by the 18th of December. A list of the renovations for the hall will be provided, roof, floor, sound systems, kitchen, etc..... E. Stenson will be contacted for input. The project will likely take a minimum of 3 months to complete-all going well with weather, materials and trades of course.

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING
SEPTEMBER 23, 2009
PAGE (5)**

P. Stenson stated her concerns with the renovations being done on Memorial Hall will create a host of issues with events already booked for the hall.

R. Reyerse stated the importance of Memorial Hall for groups and the importance of the renovations. The process of the next steps probably does not need input but an agreement should be reached for consultation from the user groups once the project reaches that stage.

P. Stenson stated that the Festival is looking to hire a staff member that will be paid through the JCP EI program. A letter of intent was submitted for two positions for festival and events manager. She is waiting response regarding this project. This would provide an events coordinator who reports to the Festival Society in turn reporting to the EDC. The festival would be responsible for the project in the end. A partner of 52 weeks has been requested. A contribution to the program from Council would help provide a full office for the employee to begin work. A letter of support from the EDC will be required. After the end of the 52 weeks if the Council feels that this is inclined the position could continue. She feels that there must be a financial contribution from the village. A tentative start date would be the beginning of February.

R. Reyerse asked for comments from the members on the duties of this person. He feels the EDC needs to define their role in defining strategy and direction with this role. A possible sub-committee may be required to establish and chain of command.

Moved by Dave Kenyon
Seconded by Karl Dopf

THAT an Sub-Committee consisting of R. Reyerse D. Kenyon, S. Key, and P. Stenson be formed to coordinate and assist in the hiring of an events coordinator; and

THAT Council endorses the recommendation by the EDC to hire an Events Coordinator for a period of 52 weeks; and

THAT Council authorizes the writing of a "letter-of-support" for the Festival Society's application to them for assistance in hiring a person for this position.

**VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
ECONOMIC DEVELOPMENT COMMISSION MEETING
SEPTEMBER 23, 2009
PAGE (6)**

☐Next Steps Resort Strategy

DVD
Presentation
from S. Key S. Key provided a DVD presentation to EDC regarding a cable ski potential opportunity for the Lagoon that was brought to her by an outside party.

6. **ADJOURNMENT**

Moved by S. Key
Seconded by P. Stenson

THAT the meeting be adjourned at 11:16 a.m.

CARRIED

Certified a true and correct copy of the minutes of the
Economic Development Committee of September 23,
2009 held in Council Chambers, Village of Harrison
Hot Springs, BC.

Robert Reyerse
Chairman

Larry Burk
CAO

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

DATE: October 19, 2009
TIME: 4:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Mayor Ken Becotte
Councillor Bob Perry
Councillor Dave Harris
Councillor Dave Kenyon
Councillor Allan Jackson

Larry Burk, Chief Administrative Officer
Dale Courtice, Director of Finance

Guest: Lorne Davidson, Civic Consultants

ABSENT:

Recording Secretary, D. Key

1. CALL TO ORDER

Mayor Becotte called the meeting to order at 4:00 p.m.

2. LATE ITEMS

Christmas Lights

Council Procedure Bylaw 914 re Acting Mayor

Dangerous Trees

3. ITEMS FOR DISCUSSION

☐ Sewer Line to District of Kent

Sewer Line

CAO invited Lorne Davidson, Civic Consultants to provide a report regarding the Kent Harrison sewer line project. Dayton & Knight had previously provided costs for the proposal. Civic Consultants also reported on preliminary cost estimates for upgrading the existing plant in the Village and costs for upgrading the sewer connection to the District of Kent. Four cost estimates were received from contractors. The costs of upgrading the plant versus the extension of the sewer line to District of Kent were discussed.

- wastewater plant site lease: This lease is to expire soon, so need to check into renewing?
- Mayor expressed the need to compare upgrading our own plant

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
October 19, 2009
Page 2

- or connect to Kent.
- Need total costs from District of Kent – are they going to participate or not?
- CAO will discuss with the consultant any adjustments to these preliminary costs while maintaining existing use, sludge handling facilities, find someone to take sludge, benefits converting sludge into biomass or composting, and associate cost recovery for this.

CAO to obtain definite numbers from District of Kent and report to Council by November 16, 2009 if possible.

□ McCombs Road

McCombs Road

Mayor reports that there have been many concerns regarding the roundabout. CAO reports the office has also been fielding calls. Councillor Harris said he has received many complaints from residents. Many people that own RVs are unhappy because the roundabout and speed tables require them to access Hot Springs Road at Emerald which they feel poses safety risks due to sight line issues.

CAO will look into adjusting the roundabout by adding a wider shoulder.

Acting Deputy Mayor

Mayor introduced Alex Kent who is here on a work experience program through the Agassiz Elementary Secondary School. She has been working on reviewing some bylaws in the Village. In the current Council Procedure Bylaw under Deputy Mayor and Acting Mayor the definitions are fine. Need to appoint a Deputy Mayor for the three month period as Acting Mayor positions were appointed under the old bylaw.

The Mayor received a telephone call from a resident at 225 Balsam – Firehall Park regarding a tree that could potentially be a dangerous tree. Mayor said one tree the maple is rotted from the top – will need to have public works look at tree. Current bylaw requires a dangerous tree assessment. CAO will have the Village gardener assess it.

Christmas Lights

Chamber of Commerce and staff have chosen Christmas lights for poles. The Chamber has contributed \$8,000 toward the cost of the lights. Pictures of the chosen Christmas lights were passed around. 27 poles and 1 entrance banner will cost approximately \$ 9,501.00 plus tax (US funds, delivered).

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
October 19, 2009
Page 3

Councillor Harris asked to have the banner removed from the front entrance of the Village. CAO will have public works attend to the removal.

Council agreed to purchase lights on behalf of the Chamber of Commerce and CAO will check into electrical connection costs.

4. **DELEGATIONS**

None

5. **REPORTS FROM MAYOR, REPORTS FROM COUNCILLORS**

None

6. **STAFF REPORTS**

None

7. **QUESTIONS FROM THE PUBLIC**

None

ADJOURNMENT

Moved by Councillor Harris

Seconded by Councillor Perry

THAT the meeting be adjourned at 5:40 p.m.

CARRIED

Certified a true and correct copy of the
October 19, 2009 in Council Chambers,
Village of Harrison Hot Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative Officer



General Inquiries: (250) 387-5855
 Toll-Free: 1-800-567-3247
 Fax: (250) 387-0198
www.ombudsman.bc.ca

756 Fort Street
 PO Box 9039 Stn Prov Govt
 Victoria BC V8W 9A5

*Notice: Use of this letter or attachment as evidence against an individual or institution in a court or tribunal proceeding is prohibited by s.20(2) of the **Ombudsman Act**.*

RECEIVED

OCT 16 2009

October 9, 2009

File: 08-89921

Mr. Larry Burk
 Chief Administrative Officer
 Village of Harrison Hot Springs
 PO Box 160
 HARRISON HOT SPRINGS BC V0M 1K0

Dear Mr. Burk:

On February 4, 2009, my colleague Scott Wingrove wrote to you regarding a complaint concerning the Village of Harrison Hot Springs. The **Ombudsman Act** requires that both the authority and the complainant be notified of the decision to end an investigation and the reasons for it. This letter and the copy of the closing summary are intended to fulfill that obligation.

Thank you for your cooperation in the course of this investigation.

Yours sincerely,

Shera Skinner
 Manager of Investigations

Enclosure

FILE #	DATE
250-25	OCT 16 2009
<input checked="" type="checkbox"/> AO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM A B	(C)
COUNCIL AGENDA	
DATE NOV 2/09	
INITIAL MM	
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	

Office of the Ombudsman
Closing Summary

Authority: VILLAGE OF HARRISON HOT SPRINGS

File Number: 08-89921 /001

Closing Date: 09-Oct-2009

Closing Status: *Closed; Investigation; Completed; Findings - Not substantiated (s.22)*

A man contacted our Office with a complaint about the Village of Harrison Hot Springs (VHHS) for failure to properly conduct an investigation into alleged election irregularities concerning a candidate for mayor. He said that this candidate improperly remained for an unreasonable period of time at the advance polling station, made remarks about his candidacy, and spoke on a cell phone. We decided to investigate whether VHHS followed a reasonable process in regard to its investigation of the complaint and its response to the complainant.

During the course of the investigation, we learned that the VHHS investigated the complaint by interviewing the Chief Elections Officer, the Deputy Elections Officer, the Presiding Elections Officer, and Executive Assistant. The VHHS requested, but did not receive sworn statement(s) from the complainant or any other witness/witnesses involved.

The Chief Elections Officer responded to the complainant in writing and said that it was the Deputy Chief Election Officer's opinion that the candidate did not remain for an unreasonable period of time at the advance polling station, and that she had not heard the candidate making any remarks about his candidacy. As well, neither the Chief Election Officer nor the Deputy Chief Election Officer observed the candidate speaking on a cell phone.

We concluded that the VHHS took the complaint seriously, interviewed a number of appropriate individuals, reviewed the campaign literature the complainant referred to, and responded to the complainant in writing with the results of its investigation. As such, we determined that the VHHS used a reasonable procedure to investigate the alleged election violations. The VHSS decided to terminate its investigation when it was unable to find any evidence of violation. Our Office would not have a fairness concern with a decision to terminate an investigation in a situation like this when there is no evidence from an individual who witnessed an alleged violation or other solid evidence of a violation. We closed our file as not substantiated.



**HEART &
STROKE
FOUNDATION
OF BC & YUKON**

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Tri-Cities/Fraser Valley Office

2239C McAllister Avenue
Port Coquitlam, B.C.
V3C 2A9

T 604.472.0045
F 604.472.0055

October 20, 2009

Village of Harrison Hot Springs
P.O. Box 160
Harrison Hot Springs, B.C.

Attention: Mr. Larry Burk – Chief Administration Officer

Chair
Dr. Doug Clement

President & CEO
Bobbe Wood

REGIONAL OFFICES

Kamloops
250.372.3938

Kelowna
250.860.6275

Nanaimo
250.754.5274

North Vancouver
604.983.8492

Ince George
250.562.8611

Richmond
604.279.7130

Surrey
604.591.1955

Tri-Cities
604.472.0045

Vancouver
604.736.4088

Victoria
250.382.4035

Dear Mr. Burk:

Each February, thousands of Heart and Stroke Foundation volunteers dedicate their time to canvass their neighbourhoods in support of the Foundation's life-saving work.

Our month-long *Person to Person Campaign* supports world class scientific research and education to prevent and reduce death and disability from heart disease and stroke.

February is recognized as Heart Month in Canada and the Tri-Cities Area Office of the Heart and Stroke Foundation of BC & Yukon respectfully request your proclamation of February 2010 as Heart Month in the Village of Harrison Hot Springs. I would be grateful to receive notification of approval of this proclamation. To this end, I have enclosed a draft 'Proclamation' for your reference.

If I may provide any additional information, please contact me at your convenience. I can be reached at 604-472-0045 or by email at door_tri@hsf.bc.ca.

Sincerely,

Gail Ferrier,
Program Coordinator
Person to Person Campaign

For more heart and
stroke information:
www.heartandstroke.bc.ca

1-888-888-8888
(8.473.4636)

Business number 11881 8343 RR0001



8.2

FILE #	DATE
230	OCT 28 2009
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM A (B) C	
COUNCIL AGENDA	
DATE Nov 2/09	
	INITIAL
(ITEMS: A - REQ, ACCTS B - INFO - W/REQ C - INFO ONLY)	



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Tri-Cities/Fraser Valley Office

2239C McAllister Avenue
Port Coquitlam, B.C.
V3C 2A9

T 604.472.0045

F 604.472.0055

Proclamation

To: Mayor Ken Becotte – Harrison Hot Springs Village

February 2010

WHEREAS: The Heart and Stroke Foundation of BC & Yukon is a community-based organization whose mission statement is:

Chair
Dr. Doug Clement

President & CEO
Bobbe Wood

REGIONAL OFFICES

Kamloops
250.372.3938

Kelowna
250.860.6275

Nanaimo
250.754.5274

North Vancouver
604.983.8492

Prince George
250.562.8611

Richmond
604.279.7130

Surrey
604.591.1955

Tri-Cities
604.472.0045

Vancouver
604.736.4088

Victoria
250.382.4035

"The Heart and Stroke Foundation, a volunteer-based health charity, leads in eliminating heart disease and stroke and reducing their impact through the advancement of research and its application, the promotion of healthy living, and advocacy"

AND WHEREAS: The Heart and Stroke Foundation funds pioneering scientific research, which has saved the lives of countless Canadians;

AND WHEREAS: February is Heart Month in Canada, during which time dedicated Heart and Stroke Foundation *Person to Person* volunteers join together with their neighbours to raise vital funds for the Foundation's work;

AND WHEREAS: We commend and celebrate the committed researchers, staff, and volunteers of the Heart and Stroke Foundation of BC & Yukon for their dedication to the battle against heart disease and stroke;

I, THEREFORE: proclaim that the month of February be observed as "Heart Month" in the Village of Harrison Hot Springs. I further urge all citizens to take this month to contemplate their own heart health and to give as generously as they can to the Heart and Stroke Foundation of BC & Yukon's *Person to Person Campaign*.

Put your heart into it and make a difference!

For more heart and
stroke information:
www.heartandstroke.bc.ca
1.888.HSF.INFO
(1.888.473.4636)

Business number 11881 8343 RR0001

THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS POLICY	
SUBJECT <u>PROCLAMATION REQUESTS</u>	POLICY NUMBER 1.10
	DATE ADOPTED January 18, 2000

1. The Village of Harrison Hot Springs shall not accept any^{te}quests for any Proclamation.
2. The Village of Harrison Hot Springs will not issue Proclamations.





FRASER VALLEY REGIONAL DISTRICT

#1 - 45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6

Phone: 604-702-5000

Toll Free: 1-800-528-0061 (BC only)

Fax: 604-792-9684

website: www.fvrd.bc.ca

RECEIVED

OCT 20 2009

File: 1720-20-007

October 20, 2009

Frank Pizzuto, CAO, City of Abbotsford
 Peter Monteith, CAO, City of Chilliwack
 Glen Robertson, CAO, District of Mission
 Karla Ianktree, Acting CAO, District of Hope
 Wallace Mah, CAO, District of Kent
 Larry Burk, CAO, Village of Harrison Hot Springs

Dear Sir/Madam:

Re: Elizabeth's Wildlife Centre – Potential Service for Annual Support of Operation

The FVRD has received requests for support of the operation of Elizabeth's Wildlife Centre, located in Abbotsford. As the requests did not meet the criteria previously set by the Board as to a Regional Grant in Aid, the requirement for consideration of a separate service that would allow for annual funding is now the subject of this letter.

Elizabeth's Wildlife Centre provides a service to sick and injured wildlife that are brought to the Centre for care that the animals might not receive from any other animal care provider due to location or demands. I have attached documentation submitted by the Centre that outlines their operation.

Modeling done in response to the potential funding might see a total contribution of \$28,000 raised from the participants. This figure might well be adjusted depending on the number of Municipalities and Electoral Areas that wish to participate. Participant funding would be based upon converted value assessment of each participating member as indicated on the modeling example provided.

The Electoral Area Directors recently received a similar request for consideration and we await indication as to participation. I would ask that you place before your Council for interest in participation noting there is no obligation yet. Once your Council's preference for participation is known, a revised model will be provided that would aid Council in a final decision.

Kindest Regards

Gerald H. Kingston
 Chief Administrative Officer

FILE #	DATE
44-30-01	OCT 20 2009
CAO	P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL	<input checked="" type="checkbox"/> COUNCIL
TAX	
ITEM A	B
COUNCIL AGENDA	
DATE NOV 2	
INITIAL	
ITEMS: A - REQ. ACTION B - INFO - W. RESP. C - INFO ONLY	

Dear Patricia,

Enclosed please find the packages I made up for you to take to the meeting. I wasn't sure how many people are at that meeting. I also have the stats on the admissions that come into care. I should mention that we could have hundreds of animals more each year but I spend a lot of time on the phone screening the callers. As a result, healthy babies can be left with their parents.

2008 Stats for animals from areas outside of Abbotsford:

Mission	73
Langley	62
Aldergrove	14
Surrey	13
Chilliwack	44
Burnaby	7
Vancouver	35

Phone calls requesting information regarding wildlife from these areas is in the hundreds.

I hope this added information is helpful Patricia.
Thank you.

Sincerely,

E. Melil

32508 Verdon Way
Abbotsford, BC V2T 7Y3

604-851-9172

REHABILITATION AND RELEASE OF INJURED/ORPHANED WILDLIFE

Community Benefits:

The Center has the ability to care for and rehabilitate a wide variety of wild birds and small mammals. In 2008, 632 animals were admitted. Of these admissions, 220 were released, 26 are still being over wintered, 15 were returned to their parents and 9 were adopted out. Of the 632 admitted, 35 were Dead on Arrival. Due to the growing population in Abbotsford and surrounding areas, the interaction between humans and wildlife has increased. The Center offers a safe place for wildlife to be rehabilitated while at the same time educating the public. The Center receives animals from the local police, RCMP, fire departments, SPCA, veterinarians and residents of Abbotsford and the Fraser Valley. The Center's purpose is to re-establish wildlife whose natural life cycle has been disturbed by human interaction. These invaluable animals, which help to maintain ecological stability, would otherwise be lost.

Accessibility and Inclusiveness:

The Center has an open door policy for volunteers in which all members of the community are encouraged to increase their knowledge and skill level in an effort to protect and administer to the unique needs of each animal. The only requirement for volunteering is to have a passion for assisting injured/orphaned wildlife back into their natural environment. The Center is located off a main road in Abbotsford and is easily accessible.

Sustainability and Lasting Impact

Our Board of Directors is made up of dedicated, involved, concerned local citizens. The Center has four buildings which are outfitted with medical supplies and equipment. There is a strong volunteer core of people who are consistent, reliable and have integrity. The Center is well known within the community through the media, pamphlets, newsletters, Open House and visiting clubs/ organizations. We also welcome our physically and mentally challenged volunteers who have been coming to help at our Center twice a

week for several years.

Community Support

We have received dozens of letters of reference from public, private and non-profit sectors involved with the Center. The Center is working towards becoming a model for future and existing wildlife rescue organizations.

Community Education Program

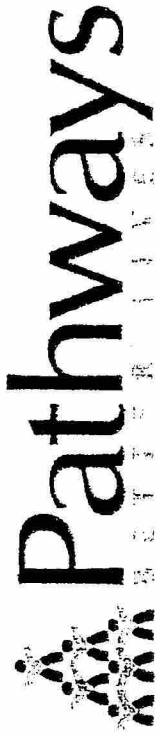
Education Programs have been developed and are available to a variety of organizations. These include youth groups, adult clubs/ societies and schools. We have students in high school that volunteer at our Center as part of the Career Preparation Program. In 2008 our Center received 3900 phone calls regarding wildlife. This informational service is provided 24 hours a day, 7 days a week, 365 days a year.

Cost of continuing to run these programs: \$100,000 a year.

Certificate of Appreciation

The moment may be temporary,

but the memory is forever



This certificate is awarded to

Elizabeth's Wildlife Centre

Thank You For your Continued commitment to

"Better Lives"

Through

volunteer opportunities





Mission
Public Schools

Career Education Program

CERTIFICATE OF RECOGNITION

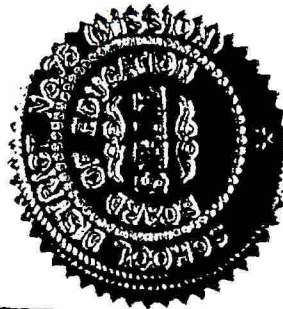
Presented to

Elizabeth's Wildlife Centre

for providing Mission Public School students with

on-site Work Experience opportunities

in the 2007 / 08 school year



Career Education Facilitator

Elizabeth Melnick

From: "Lorinne Anderson" <scwc@island.net>
To: "RR6" <RR6@yahoogroups.com>
Sent: Thursday, December 01, 2005 9:49 AM
Subject: WR is about Public Safety

The key reason that governments should want, need and value Licensed Wildlife Rehabilitators is to safeguard the public. Without our facilities, the compassionate public is compelled to intervene - leading to untrained hands raising wild animals. Needless to say, this puts the animal, the Finder and the Public at huge risk.

The keeper of the found sick, injured or orphaned animal is not trained in the treatment of animals (let alone wildlife!) potentially leading to injury of either the human(s) or the wild creature and the possible contraction or spreading of zoonotic diseases (viral, bacterial, parasitic) amongst both humans and their domestic pets. The Finders cannot usually access veterinarian assistance, meds, x-rays, proper diet or caging leading to animal suffering. This creates a lose-lose situation; if the animal survives, it will be in spite of the care it receives not because of it. If it is actually released, it will likely be malnourished, unable to recognise natural foods, unable to fend for itself, leading to it's death. Commonly, due to their inappropriately close contact with their 'Finder' these animals are highly likely to seek out humans for comfort/attention, becoming nuisance wildlife, or worse case scenario, injuring or killing a human come breeding season. If the animal is carrying parasites or a viral/bacterial infection that spreads to humans this could easily result in the death or deaths of unwary humans. We already have the concern of the Rabies virus, and it's ability to jump species, infect and kill humans. In this age of avian flu and the fear of other viruses jumping species, causing pandemics is both unwise and unsafe to NOT have Licensed Wildlife Rehabilitation facilities. Designated, government inspected facilities where trained, tested and licensed staff treat wildlife that is sick, injured or orphaned allows for the safe handling of wildlife in need, and a critical resource when it comes to actually tracking the health of our wild species. Better it be in a monitored, known facility then in secret in someone's private home or backyard.

As Licensed Wildlife Rehabilitators, it is our job and commitment to assist wildlife that is sick, injured or orphaned. Further, it is our job and commitment to continue to learn, research and grow so that we can provide the best care for our charges, a level of care that ensures a successful reintroduction to the wild, and the best chance for a successful life living wild and free. From a logistical, political and legal perspective, Wildlife Rehabilitation is not about "saving a species", "making a difference", "playing with wildlife" or a hundred other earthy platitudes. **The reality is that Licensed Wildlife Rehabilitation is about public safety.** Without Licensed Wildlife Rehabilitators there would be a public safety nightmare. Those with compassion will insist on helping wildlife, and the unfortunate reality is that in untrained hands this is a recipe for disaster for all involved; the animal, the Finder and the Public.

Lorinne Anderson, scwc@island.net

12/6/2005

Elizabeth's Wildlife Centre

32508 Verdon Way Abbotsford, B.C. V2T 7P3

Phone: 604-852-9173 Pager: 604-855-3914

Care of injured, orphaned and sick wild birds and small mammals
Donations Gladly Accepted & Appreciated

A note from Elizabeth..

What a year this has been. We moved last February to our new home on Verdon Way. Just a few short blocks from our previous location but a huge step in the right direction.

The experience was for the best, and has made a world of difference. We previously had to drive miles to release animals back into the wild.

However, we are fortunate to be able to do "soft releases" now which allows the wildlife to take their time to get readjusted to the great outdoors and to freedom. We look forward to the upcoming year and reflect back upon this past year.

What's New?

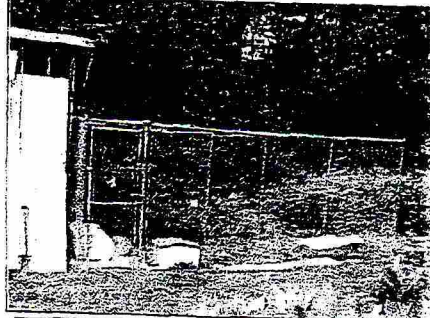
With the addition of 3 new buildings including a primary clinic, storage shed and nursery, we are well underway with treating spring newborns. In addition, we have a new flight/pre-release cage with a recent addition for possums and squirrels, plus a brand new 20x10x8 ft chain link cage, which currently houses the rabbits.

We also succeeded in holding two Hot Dog sales over the spring and early summer so far. We raised over \$700. The public support was incredible, and we wish to thank Clayburn IGA, and Save-On Foods on South Fraser Way.

It was a difficult year, with losses both in our wildlife family as well as our human family. Elizabeth's husband and best friend Bill, passed away after a brave fight with Parkinson's and cancer. We wish to dedicate this letter and all the work we do to the memories of those we've lost.



The primary clinic where most of our new patients first arrive.



The pre-release/flight cages next to the 20x10x8 ft chain link cage for the rabbits.

Issue 1 Spring/Summer 2003

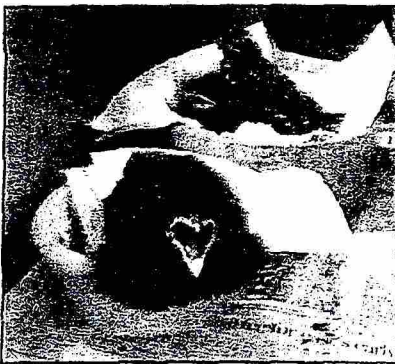
LET ME INTRODUCE YOU TO SOME OF OUR SUCCESS STORIES

Western Tanager



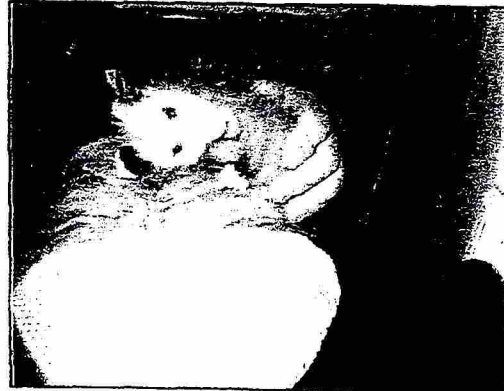
The Western Tanager inhabits Western United States & Canada. It has a long distance migration and is not often seen, although it's extremely unique and beautifully colored. This adult male was brought in at the beginning of spring with minor injury and was successfully released within a few days.

Stellar Jays & Robin



Inhabiting mostly the western side of the rocky mountains, the Stellar Jay is often mistaken for a Blue Jay. While the Blue Jay lives only on the Eastern side of this range, both birds have a similar bold nature & love for being vocal. They are considered to be one of the most intelligent & adaptable family of birds in the world. This fella is simply letting me know how hungry he is! The Robin is easily identifiable, and is welcomed by all as a messenger of spring. Robins are songbirds & probably the most common bird & their range explains why. They inhabit Southern Canada, the U.S., & even parts of Guatemala & Mexico.

Opossum



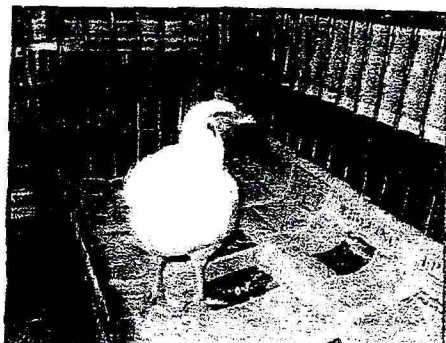
The Opossum is the only marsupial of North America, with pouches to carry their young like Kangaroos. They have the most teeth of any mammal living in North America, which is 50! The Possum has opposable thumbs on their back feet & grasping tails which make them expert climbers. This female however, felt it best to climb into my hair and give me a wicked hairdo. Her mother was hit by a car and she was the runt of the litter. She is twice the size & has since been released but prefers to stay close to home. Which is OK with us!

Douglas Squirrel



The Douglas Squirrel can often be mistaken for the Red Squirrel. I recently learned the difference myself. The Douglas is identified by its ear tufts in the winter & is overall more olive-brown colored than reddish. Its tail hairs are tipped yellow. These two photos show a neonatal douglas & another character that's been bottle-fed & recently weaned to eat on his own. His release will be soon.

An unlikely hero...



This big guy is a master escape artist. You see he's a Broiler Chicken that broke loose from the truck that would have been headed to the slaughter house. He was found on the side of the road in quite a shamble. He was nearly bald, missing most of his feathers, filthy & scared. Fortunately for him, it was his lucky day because Jane stumbled upon him & she's a devoted vegetarian!!

Broiler Chickens usually don't live past 6 weeks of age, and often die before making it to slaughter from congestive heart failure due to their size. They are produced solely for human consumption & are fed hormones to stimulate their growth.

Lucky for this gentleman, he was able to see the sun, feel the grass beneath his feet, have a dust bath, and learn his cockle-doodle-do! He is happily living out the rest of his life comfortably on a farm with a few other roosters, hens & ducks that have been rescued also.

In Memoriam

- Bill Melnick
- Princess Pauline
- Quacky
- Lucy
- Sparticus
- Frankie
- Don Ingram
- Mac
- Meow-Meow
- Zak
- Skittles

RABBITS FOR ADOPTION



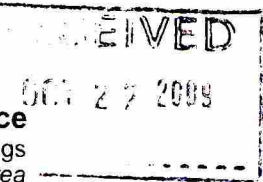
Our rescued domestic rabbits are spayed/neutered to help control the unwanted rabbit population. Rabbits make wonderful pets when in the right home. Our rabbits enjoy using their litter box & are highly socialized with other rabbits, and people. Rabbits can also be trained easily to walk on a harness & leash like a dog or cat. Spaying/neutering also helps increase their life span & decrease a female rabbits chance for developing uterine cancer by as much as 50%.

We Wish To Thank The Following:

- Bill - MSA Hospital Stores Dept'
- Teena Klassen, Heidi & Karen - MMH Stores Dept'
- as well as Dave & Dennis from MMH Maintenance
- Garry - Laser Reproductions
- Abbotsford Dog & Cat Grooming
- Bob our electrician
- Valley Feed Bag
- Beans & Leaves
- Kerry Grittner - Revy
- Don Gibbs
- I.G.A. - Old Clayburn Village
- Save-On Foods - South Fraser Way
- Save-On Foods - Sumas Way
- Don & Penny Ingram
- Irene Peterson
- Don our carpenter & god of handyman duties
- The volunteers that come to help feed, clean & love the animals.



Harrison Agassiz Chamber of Commerce
The Voice of Business for Harrison Hot Springs
The District of Kent and surrounding area



Dear Mayor and Council,

October 22, 2009

This winter the Harrison Agassiz Chamber of Commerce is working to build on the event started by the Festival of Lights. In an effort to attract additional visitors to Harrison and Agassiz we are organizing a Christmas Market and Lagoon Float tying into a Christmas light-up in both Harrison Hot Springs and Agassiz. Chris Blank (Observer) and Gina Reimer (Community Services) will be organizing the event in Agassiz.

We would be honoured if the Mayor and members of Council would attend the Light-Up event to formally switch on the new Christmas lights of Harrison.

When: November 28th
Where: Harrison Plaza & Pioneer Avenue
Time: 2-6 pm

Tentative Timeline Details: (some details awaiting confirmation)

9:00 – 11:00 Breakfast with Santa (Preschool)
2:00 – 6:00 Resort Hotel 'Festival of Trees' Display
2:00 – 6:00 Christmas Market
2:00 – 4:00 Agassiz Jazz Band Performance
4:30 HHS & Kent Elementary Lagoon Lantern Float
4:30 – 6:00 Carolling by Multicultural Singers
6:00 Official Light up by Mayor and Council

FILE #	DATE
230-C	OCT 22 2009
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<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
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<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE NOV 2	
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ, ACTION; 3 - INFO - W/RESP; 6 - INFO ONLY)	

In Harrison the Chamber has donated the remaining funds of \$8,000.00 generated from last years Paddlewheel event to the Village to jointly purchase Christmas lights and decorations for the new Plaza, Esplanade and Hot Springs Road. We will be inviting the residents and businesses in Harrison and Agassiz to join in as we want to give visitors to Harrison a great Winterfest experience in December.

For the Christmas market we are asking businesses to participate in a market in the Plaza. Using tables and tents (supplied by the individual store keeper) we hope to create a festive market atmosphere. Barton Insurance has generously donated a 20 x 20 tent. Entertainment will be provided by the local High School Jazz Band as well as Carollers strolling along the Esplanade. Harrison Elementary School has been invited to launch homemade (recyclable) lanterns in the lagoon. There will be no cost to participating businesses, just a willingness to spread the cheer and Light up Harrison!

Harrison Tourism will be actively marketing this event on the Radio, TV and on the web. The Observer will be providing a special pull-out Festival section with advertising going as far as Chilliwack and Abbotsford.

In addition to the Festival of Lights on November 28th we would like to co-sponsor with the Village of HHS prizes for the best decorated residence and business. I have collected prizes totalling over \$2200 to go along with the yearly plaques given by the



Harrison Agassiz Chamber of Commerce

The Voice of Business for Harrison Hot Springs
The District of Kent and surrounding area

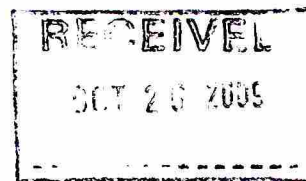
Village. I will be contacting CAO Larry Burk to discuss these details in the coming weeks.

Thank you for your support, we look forward to Lighting Up Harrison with you.

Warm regards,
Sonja Reyerse
Director
Harrison Agassiz Chamber of Commerce

A handwritten signature in cursive script, appearing to read 'S. Reyerse', written in black ink.

8.5



**Mayor and Council
Harrison Hot Springs**

I would like to introduce myself. My name is Josephine Browning.
I am the Peoples Warden for All Saints Anglican Church, in
Agassiz.

We have recently completed a new roof on our church and actively involved
in raising funds to re-roof the church hall which is leaking in both the main
hall and the kitchen area. In addition to this item the furnace which is
approximately fifty years old must be replaced at a cost of \$4000.00.

Our church is 114 years old and is maintained by the efforts and goodwill of
the parishioners, who are drawn from the areas of Agassiz, Harrison Hot
Springs, and Rosedale.

Any financial help or advice you can offer would gratefully received.

Should you require further information please contact either of the
following.

Josie Browning
Peoples Warden
604-796-8920.

Ginny Jennings.
Curate's Warden
604-796-2206

Sincerely

J.M. Browning

J.M.Browning.

FILE #	DATE
1610	OCT 26 2009
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
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<input checked="" type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
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ITEM	A B C
COUNCIL AGENDA	
DATE Nov 2	
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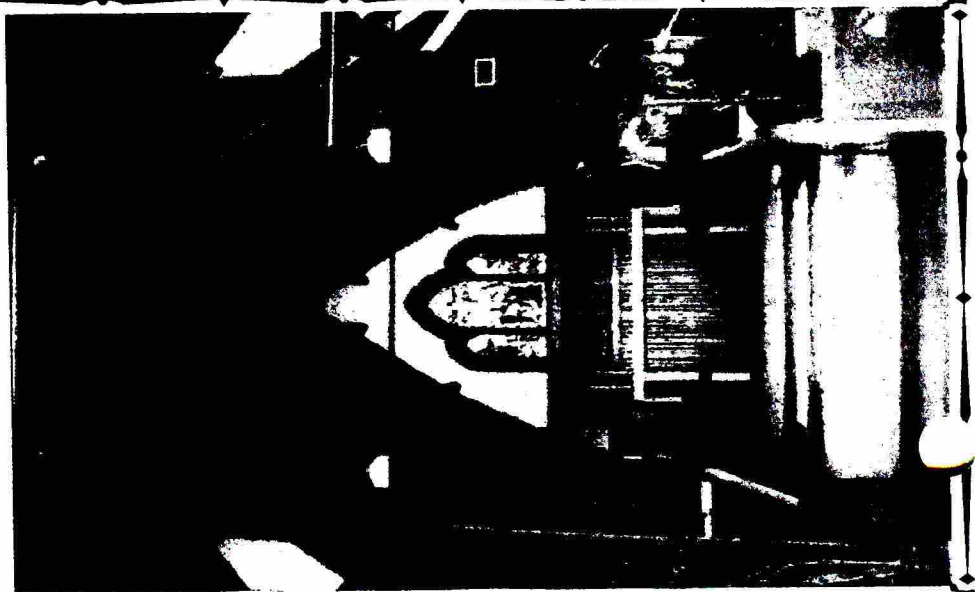
Service

Sunday

10:00 AM

Holy Eucharist or
Morning Prayer

Followed by Coffee Hour in the Parish Hall.



History

Under the guidance of the "English Church Building Committee" the present All Saints Church was built in 1896. The land on which it sits was donated by the late Mrs. L.N. Agassiz. On October 30, 1899 the Building Committee reported that "the building of All Saints Church is now completed and paid for at the cost of \$1127.33, including seats, bell and the fencing of the lot."

In 1911 a smaller parish bordered by Ruby Creek, Harrison River, the Fraser River and Harrison Lake was divided from the larger area, and the sum of \$450 per year was raised to pay the resident clergyman, with a supplementary amount to be paid by the Diocese. In the same year, a new rectory was built on the lot between the church and the Probert home. This lot of land was given to the church by the late R.R. Agassiz. This was the residence of the incumbent priests until 1963 when the building was sold and moved to McCaffy Road where it still stands.

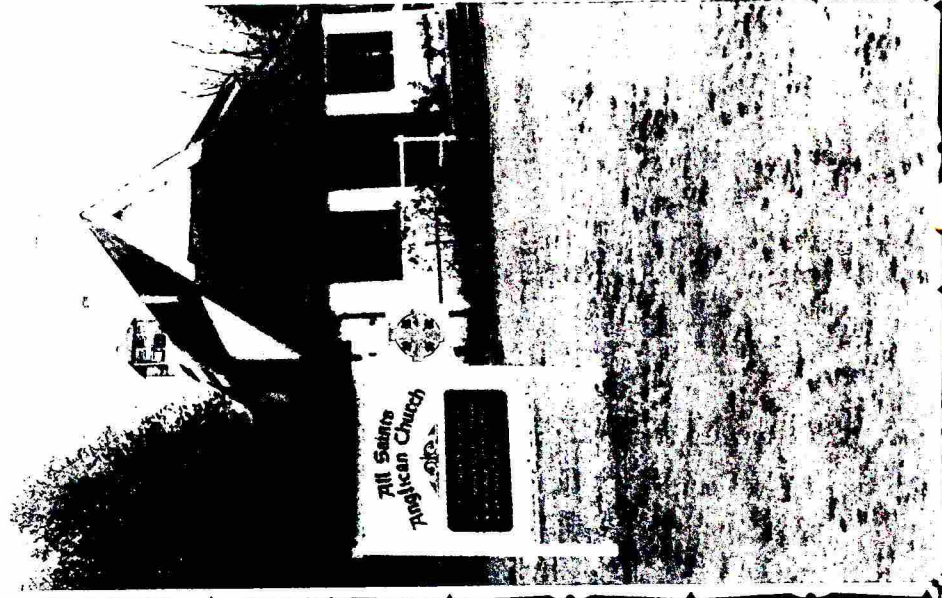
In 1954 it was found necessary to have work done on the foundation of the church building; the flying buttresses, which were such a distinctive feature of the building, were removed. The construction of the present church hall was begun in 1957 and completed in 1959. Men of the congregation provided most of the labour and the women all the refreshments.

Over all these years there are only two things that have not changed; the church building of All Saints and our love of God. It is our calling to rejuvenate both of these. May we pray to God to give us the strength to do both of these.

All Saints Anglican Church

6904 Highway 9, Agassiz, B.C.

Office Phone: 604-796-3849



Who We Are

Our little historic Anglican Church may seem small in size, but we like to think we are an integral part of our community.

What We Do

We are very proud that even though our congregation may be smaller than most, we have a huge core of volunteers, who help out within the church and reach out into our community. Some of the things we do include:

Olive Branch Suppers

With Olive Branch we reach out to those in need within our community with a hot meal and company. We do this in conjunction with other churches in the area.

Ladies Guild

Our ladies get together for informal gatherings to share fellowship and common interests.

Music

Come and join in with our small choir and share in the joy of faith through music!

*Come and be a part of our
All Saints family and join us
in growing with and through
the love of Jesus Christ.*

Members of the Parish Council and other Offices:

Curate's Warden.....Ginny Jennings
People's Warden.....Dorothy Cresswell
Treasurer.....Kurt Froehlich
Secretary.....Anne Burden
Synod Member/M.A.P.....Karol Henrotte
Delegate to Synod.....Monica Hautula
Alternate Delegate to Synod.....Fred Watson
Olive Branch.....Anne Burden
Sunday School.....Rebecca Booth
Altar Guild.....Josie Browning
Lay Calendar.....Anthea Lewis
Flowers/Nominations.....Jeanne Hope
Organ.....Fran Froehlich
2018.....Mark Robinson
Community Liaison.....Monica Hautula

Members at Large:

Evelyn MacKay, Bonnie Bussey, Fred Watson,
Rebecca Booth

Pastoral Care:

Reverend Dale Yardy and assistant Larry
(St Thomas, Sardis)

Officiating Priests are drawn in from
all of the Diocese of New Westminster.

Sunday Liturgical Ministry is exercised by the
People of God. Communion Administrants,
Servers, Readers, Altar Guild, Sidepersons,
Greeters, Musicians, Goody Providers & Coffee
Makers. For opportunities to offer your ministry,
speak to one who ministered today in the area
you are interested in or contact the People's
Warden, Dorothy Cresswell.

*Please come and join us for
one of our Services!*

*May the God of peace
enable us to do his will
in every kind of goodness,
working in us what pleases him,
through Jesus Christ
to whom be the glory
for ever and ever.
AMEN.*

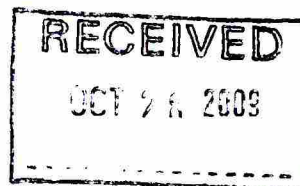


Ministry of Housing and
Social Development

Liquor Control and Licensing Branch
POLICY DIRECTIVE
No: 09 - 05

Date: October 28, 2009

To: All LCLB staff
All Industry Associations
All Local Government, First Nations, and Police Agencies



Re: Use of handcuff restraints by doorpersons in licensed establishments prohibited

In September of 2008, the new *Security Services Act* (SSA) took effect, replacing the old Private Investigators and Security Agencies Act. The SSA introduced new requirements for the licensing and regulation of the security industry, and is administered by the Security Programs and Police Technology Division (SSPTD) of the Ministry of Public Safety and Solicitor General (PSSG). The SSA is intended to provide consistency across the security industry by ensuring all workers providing similar security functions and services are similarly regulated.

Under the SSA, security workers are now required to undergo training and obtain a licence as a condition of employment. There are now six types of security workers defined in the SSA, including "security guards", which will include persons who provide door security at an establishment licensed under the *Liquor Control and Licensing Act*. The deadline for doorpersons to obtain a licence is November 1, 2009, by which time employees are responsible for obtaining their security worker licence, and licensees must also ensure they employ or contract only licensed workers.

Under the new legislation, security guards are eligible to obtain advanced training which will allow them to carry and use metal chain link handcuffs. However, due to public safety concerns about the use of handcuffs in licensed establishments, the Liquor Control and Licensing Branch prohibits the use of handcuffs by security staff or contractors in licensed premises. The terms and conditions guides for liquor primary and food primary licenses will be updated to make this prohibition a term and condition of holding a licence.

Further Information

Further information regarding liquor control and licensing in British Columbia is available on the Liquor Control and Licensing Branch website at www.hsd.gov.bc.ca/lclb. If you have any questions regarding these changes, please contact the Liquor Control and Licensing Branch toll free in Canada at 1-866-209-2111 or 250-387-1254 if calling from the Victoria area.

Full details on the licensing requirements for doorpersons under the *Security Services Act* are available at the Ministry of Public Safety and Solicitor General website at <http://www.pssg.gov.bc.ca/securityindustry/>.

Karen Ayers

Karen Ayers
General Manager

OCT 28 2009	
ACCTS P/R	<input type="checkbox"/>
ADMIN	<input type="checkbox"/>
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B/L ENF	<input type="checkbox"/>
SUP P/W	<input type="checkbox"/>
MAYOR	<input type="checkbox"/>
PAYROLL TAX	<input checked="" type="checkbox"/>
COUNCIL	<input checked="" type="checkbox"/>
ITEM A	B C
COUNCIL AGENDA	
DATE NOV 24 2009	
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(ITEMS: A - REQ ACTION; B - INFO - W RESP; C - INFO ONLY)	



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: Oct 29, 2009

FROM: Larry Burk,
Chief Administrative Officer FILE: 3800-20-37

SUBJECT: Flood Control Level exemption at 670 Hot Springs Road
Springs RV Park amenity building

RECOMMENDATION:

THAT Council approves the flood control level exemption for the amenity building at 670 Hot Springs Road to allow the amenity building to be constructed at 14.0 m geodetic.

BACKGROUND:

The owner proposed to build the amenity building at the above address to provide for swimming pool change rooms, pool equipment room and a workshop/meeting room.

DISCUSSION:

According to our flood control requirements in Bylaw 672, as amended by Bylaw 921, the underside of any floor used for habitation or storage of goods damageable by flood waters must be at 14.55 m geodetic.

According to the FVRD the change room area is not subject to the FCL nor is a workshop. The FVRD interprets that the pool mechanical equipment is considered damageable by flood waters therefore cannot support approval of the building permit unless this area is raised or an exemption is approved.

An exemption may be granted by Council if the owner receives a report from a qualified engineer stating that the building can be used safely for the intended use. Also the registration of a covenant indemnifying the Village from any liability for damages caused by flooding below the FCL elevation is acceptable.

The owner has registered the covenant against title to the lands and we have received an engineers report (see attached). The engineer's report recommends all pool equipment and all electrical equipment be installed above the FCL which has been agreed to by the owner.


BUDGETARY CONSIDERATIONS:

There are no budgetary considerations with respect to this exemption.

POLICY CONSIDERATIONS:

An exemption from FCL requires resolution of Council.

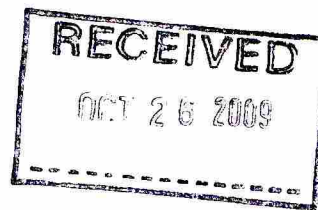
Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

Oct. 26th, 2009

Village of Harrison Hot Springs
Box 160, 495 Hot Springs Road
Harrison Hot Springs, BC
V0M 1K0.



Attention: Larry Burk, A.Sc.T.
Chief Administrative Officer

Dear Sir:

COPY

Re: Springs Campground Building

We have reviewed the plans for the Springs Campground proposed amenity building prepared by Craven/Huston/Powers Architects. The building elevation is proposed to be 14.00 m geodetic. The current Flood Control Level (FCL) in the Village at that location is 14.55 m geodetic.

We recommend that all mechanical and electrical equipment and appurtenances etc. be installed at or above the FCL elevation of 14.55 m. This would include any base board heaters, electrical sockets and switches, pumps, filters, chlorine puck feeders, hot water tanks, muriatic acid tanks and pumps located in the Mechanical/Electrical Room and/or Workshop.

The amenity building has not being designed or intended to be used for human habitation. We also understand that a Section 219 covenant will be registered on title that will indemnify the Village against any liability for any storage of goods damageable by floodwaters below the FCL. Based on the above, we therefore certify that the elevation of 14.00 m is safe for the intended uses as shown.

Yours truly,

CIVIC CONSULTANTS

A handwritten signature in black ink, appearing to be "L.D." or "L. Davidson", written in a fluid, cursive style.



Lorne Davidson, P. Eng.
General Manager
LD/jk

cc Dave Bonshor



VILLAGE OF HARRISON HOT SPRINGS

REQUEST FOR SITE-SPECIFIC EXEMPTION

Registered Owner

Authorized Agent of Owner

Name <u>The Springs RV Resort</u> at Harrison	Name <u>MARY SMITH</u>
Address <u>670 Hot Springs Rd</u> <u>Harrison Hot Springs V0M1K0</u> Postal Code	Address <u>#106 - 2167 152nd St</u> <u>Surrey BC V4A 4P1</u> Postal Code
Telephone No. <u>604-796-9767</u>	Telephone No. <u>778-242-4279</u>

FEE

RECEIPT

This form is to be fully completed and submitted by the owner to the Village of Harrison Hot Springs as a request to exempt a development from the requirements of Section 4.15 of the Village Zoning Bylaw No. 672, in respect to provisions in the Zoning Bylaw regarding flood plain management.

Legal Description of Site

Parcel one Section 12 Township 4 Range 29 W of T46th
Meridian NWD Plan 83486

Civic Address of Site

670 Hot Springs Rd, Harrison Hot Springs BC V0M1K0

Lot Size and Dimensions (metric)

138,000 sq ft 0.80

Current

Present Zoning

C5

Existing Use

Campground

Exemption of the following development from the requirements of Section 4.15.2. of the Village of Harrison Hot Springs Zoning Bylaw is requested:

PROPOSED DEVELOPMENT:

Campground - Amenity building specifically

NAME OF ADJACENT WATERCOURSE OF BODY OF WATER:

n/a

Flood Construction Level in Bylaw No. 672

14.55

Flood Construction Level Requested

14.00

Flood Plain Setback in Bylaw No. 672

n/a

Flood Plain Setback Requested

n/a

I enclose with this application:

- (a) Legal map of Property
- (b) Map indicating property location and relationship of proposed building to adjacent watercourse
- (c) Photos of property (proposed building location, adjacent existing development, riverbank areas, etc.
- (d) Other information pertinent to this application

REASONS FOR APPLICATION:

Construct Washroom Building - Amenity Building
for the pool facility which includes a shop,
washroom change room & pool equipment Room.

The request is to allow the shop area of the building to
be constructed at 14.0 m. The rest of the bldg is at
this level including the change room. The pool equipment
will be above the FCL per requirements.

Signature of Registered Owner

May Smith
 Signature of Authorized Agent

Date

Oct 20/09
 Date



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: October 29, 2009

FROM: Larry Burk,
Chief Administrative Officer

FILE: 0110

PREPARED BY: Debra Key
Executive Assistant

SUBJECT: Street Banner Display Policy No. 4.18

RECOMMENDATION:

THAT Council adopt Street Banner Display Policy No. 4.18; and

THAT Council rescind Banner Installation Policy No. 4.7.

BACKGROUND:

The current Banner Installation policy has been in place since April 1, 1996. It only provides for banner installation at the Village entrance and there has been no consistent process for banner installation permit applications.

There has been an increased demand from various interest groups and organizations to display and promote events and functions throughout the Village. Since the completion of the reconstruction and redevelopment of Hot Springs Road and of Spirit Square, it is also desirable to add these areas for display purposes. This policy is to regulate the design, size and duration of street banners as well as streamline the process for staff receiving and processing Street Banner Display Permit applications.

In addition, this policy provides staff the authority to remove banners that have not been approved, or remain beyond the time permitted and assigns the financial responsibility of the removal to the permittee.

BUDGETARY CONSIDERATIONS:

There are no budgetary considerations.

POLICY CONSIDERATIONS:

New policies require Council resolution.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer



Debra Key
Executive Assistant



VILLAGE OF HARRISON HOT SPRINGS

POLICY

SUBJECT	POLICY NUMBER	4.18
STREET BANNER DISPLAY	DATE ADOPTED	

1. PURPOSE

To regulate the design, size and duration of street banners to be displayed in the Village of Harrison Hot Springs.

2. POLICY

Only street banners which display public information messages or promote or advertise Village organized or approved special events, will be considered for display.

Street banners may only be displayed in the following areas:

- a. Village Entrance
- b. Plaza
- c. Memorial Hall

Any other location must be approved by the Village.

Street banners must adhere to the following guidelines:

(a) At the Village entrance:

- i. must be no larger than a maximum size of 25 feet long and 3 feet in depth;
- ii. Material must be re-enforced nylon or vinyl;
- iii. Must be equipped with wind vents;
- iv. Must have re-enforced metal grommets capable of attachment by 1/4" spring clips;
- v. Must be tensioned at bottom corners with elastic shock cord with a material strength of not more than 1000 lbs;
- vi. The top of banners to be suspended from halyard or cable having a tensile strength of not less than 3700 lbs and tensioned to allow sag of not more than 24" – or as required to provide adequate roadway clearance;
- vii. Shall not display any obscene or offensive words or language or artwork;

- viii. Shall not promote political parties or points of view, religious points of view, commercial ventures, controversial issues or other content that contradicts the human rights codes.
- (b) **Plaza, Memorial Hall and Other Locations (on existing light or utility poles only):**
 - i. Sized to fit street light pole brackets (confirm with Village staff);
 - ii. Material must be re-enforced nylon or vinyl;
 - iii. Must have re-enforced metal grommets capable of attachment by 1/4" spring clips;
 - iv. Shall not display any obscene or offensive words or language or artwork;
 - v. Shall not promote political parties or points of view, religious points of view, commercial ventures, controversial issues or other content that contradicts the human rights codes;
 - vi. May only be attached to light poles, hydro poles, telephone poles (attachment to hydro/telephone poles requires approval/permit from utility companies);

3. PROCEDURE

Any organization or group promoting events wishing to display a street banner must submit a request in writing to the Village of Harrison Hot Springs at least thirty (30) days in advance of the event date. This request must be made on a Street Banner Display application form and be submitted to the municipal office for approval. Approval of street banners will be made on a first come first serve basis.

A Special Event street banner may be displayed up to 14 days in advance and must be removed within 48 hours after the event. Displays with General Information may be displayed for a maximum of 30 days. Special Event displays take precedence over general information displays.

Seasonal displays by the Village of Harrison Hot Springs have no time duration.

The installation and removal of any banner must be conducted by a contractor approved by the Village at the applicant's expense. Failure to remove any street banner within the time allowed in this policy will result in the Village removing such banner at a cost to the applicant.

APPROVED BY:	DATE:
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POLICY

SUBJECT

POLICY NUMBER

4.7

BANNER INSTALLATION

DATE ADOPTED

April 1, 1996

The design, size and duration of all banners to be installed at the Village entrance must be pre-approved by Council.

Organizations wishing to install a banner must provide the Village with a request in writing at least thirty days in advance of the event date. The request shall be made on the attached application form.

Banners must adhere to the following guidelines:

Maximum Size 25 ft. Long X 3 ft. in depth.

Material Re-inforced nylon or vinyl, clean and untorn.

Attachment Must be by way of re-inforced metal grommets capable of attachment by 1/4" spring clips.

Venting All banners must be equipped with wind vents.

Tensioning All banners must be tensioned at bottom corners with elastic shock cord with a design tear strength of not more than 1000 lbs.

Top of banners to be suspended from halyard or cable having a tensile strength of not less than 3700 lbs (e.g. 3/16" aircraft cable) and tensioned to allow sag of not more than 24" - or as required to provide adequate roadway clearance.

April 1/96

The installation and removal of any banner must be conducted by a contractor approved by the Village, at the applicant's expense.

Sept 16/97



VILLAGE OF HARRISON HOT SPRINGS
STREET BANNER DISPLAY APPLICATION

Name of Applicant: _____

On behalf of: _____

Address of Applicant: _____

Phone Number: _____

E-mail: _____

Fax Number: _____

Event: _____

Date(s) Requested: _____

☐

Special Event

☐

Convention

☐

Public Service

☐

Race / Competition

☐

Festival

☐

Other _____

Location requested:

☐

Village Entrance

☐

Plaza

☐

Memorial Hall

☐

Other _____

Additional Information: _____

In consideration of the issuance of this Permit, the Applicant agrees to the terms and conditions set out in the Village Street Banner Display Policy.

Date: _____

Applicant's Signature

FOR OFFICE USE ONLY

CAO, Village of Harrison Hot Springs

Date



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** October 29, 2009
FROM: Larry Burk,
Chief Administrative Officer **FILE:** 3360-20-15
SUBJECT: Rezoning application at 626 Hot Springs Road

RECOMMENDATION:

THAT Council recommends forwarding this application to the APC for review and recommendations.

BACKGROUND:

An application has been received from the owner of the above property to rezone the property in order to build a single family residential home on the land (see attached maps and plans). The proposed use would relate to an R1 zone.

DISCUSSION:

At two meetings with the owner's daughter, I went over all the details I could think of to dissuade them from proceeding with this application. My focus on this process was to impress upon her that the OCP was specific in that it promoted Tourist Commercial uses in this area.

In order to meet any proposed ability to meet the OCP land use designation these three existing lots would probably at the least have to be consolidated with neighboring parcels or into themselves in order to make one parcel viable as a tourist commercial use.

I was as persistent as possible presenting this case hoping to solicit at least a consolidation of two of the parcels they own and options to develop that as a tourist commercial use. There is a small opportunity however if the last remaining lot to the north is not also included (owned by others) then a more severe landlocked potential might be created.

My efforts to suggest that one be developed individually may in effect make it difficult to develop the adjacent parcels. I admitted also that argument was pretty weak since the large parcel to the south could easily be developed to a tourist commercial use without consolidation of and of these lots.

By rezoning this lot the two remaining small properties to the north are even less likely to be able to be developed as designated.

To add to the constraints, adjacent to and over these is a drainage channel that will undoubtedly impact any development potential. This would trigger riparian areas regulations including setbacks that may render any development options pretty restricted.

Therefore consolidation of at least these three parcels might be the only possible option to suggest that they remain designated as tourist commercial.

Conversely, rezoning to residential may be the only option that is practical if no one is able to purchase or consolidate the lands. The Village cannot force the sale nor can it limit or suggest sale prices.

BUDGETARY CONSIDERATIONS:

There are no budgetary considerations at this time.

POLICY CONSIDERATIONS:


A resolution of Council to refer to the APC would be appreciated.

ALTERNATIVES/OPTIONS:

Council can opt to not entertain a request to rezone as it does not meet the intent of the OCP; or

Council may opt to refer to APC for further assessment or consideration prior to making any decisions.

Respectfully submitted for your
consideration;

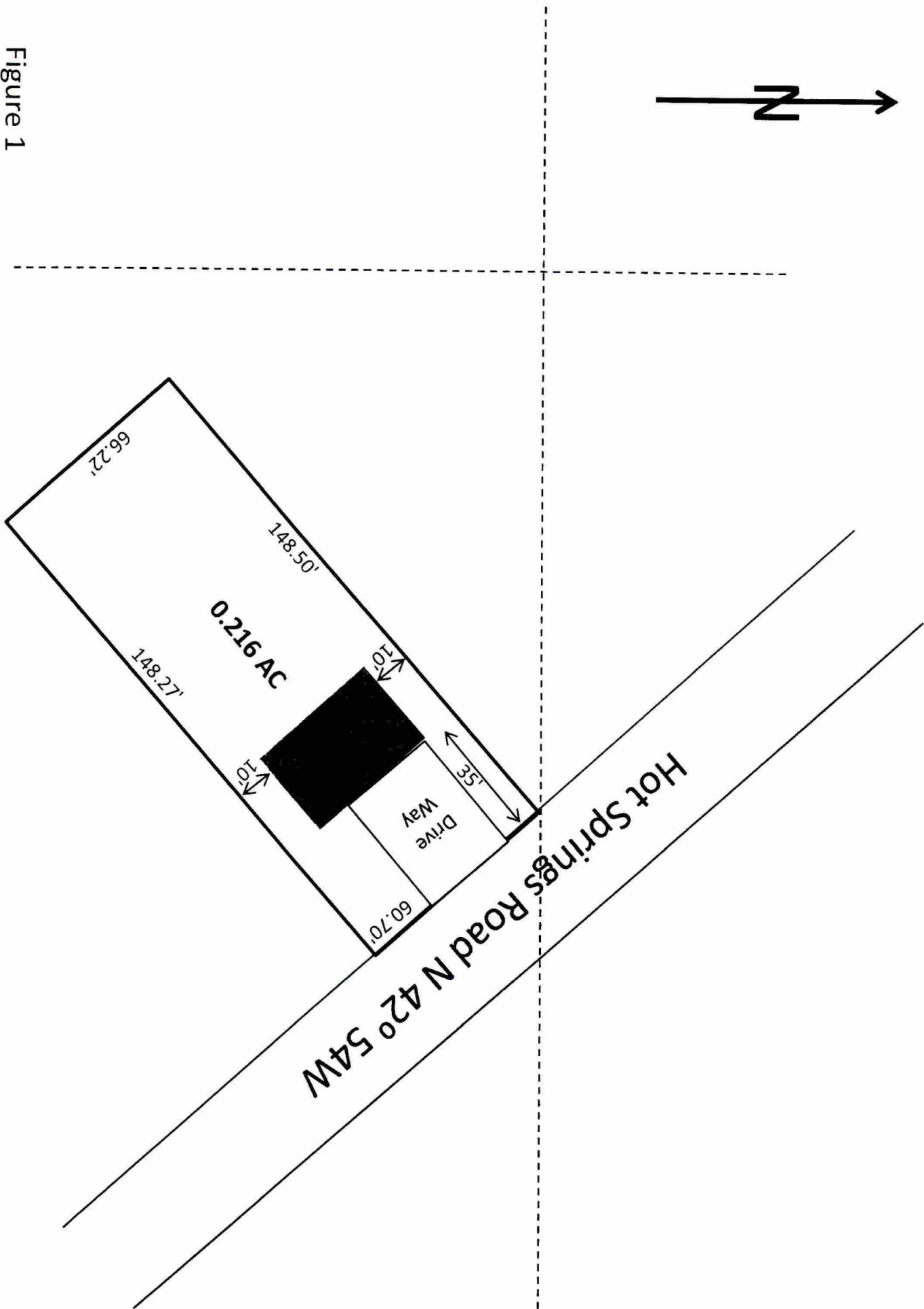


Larry Burk
Chief Administrative Officer

Site Development Plan

We are proposing to build a detached single family dwelling and a parking area in front of the house. We also need to level the land. See the next two figures for specifics.

Figure 1



Front Of House Foundation/Levelling land

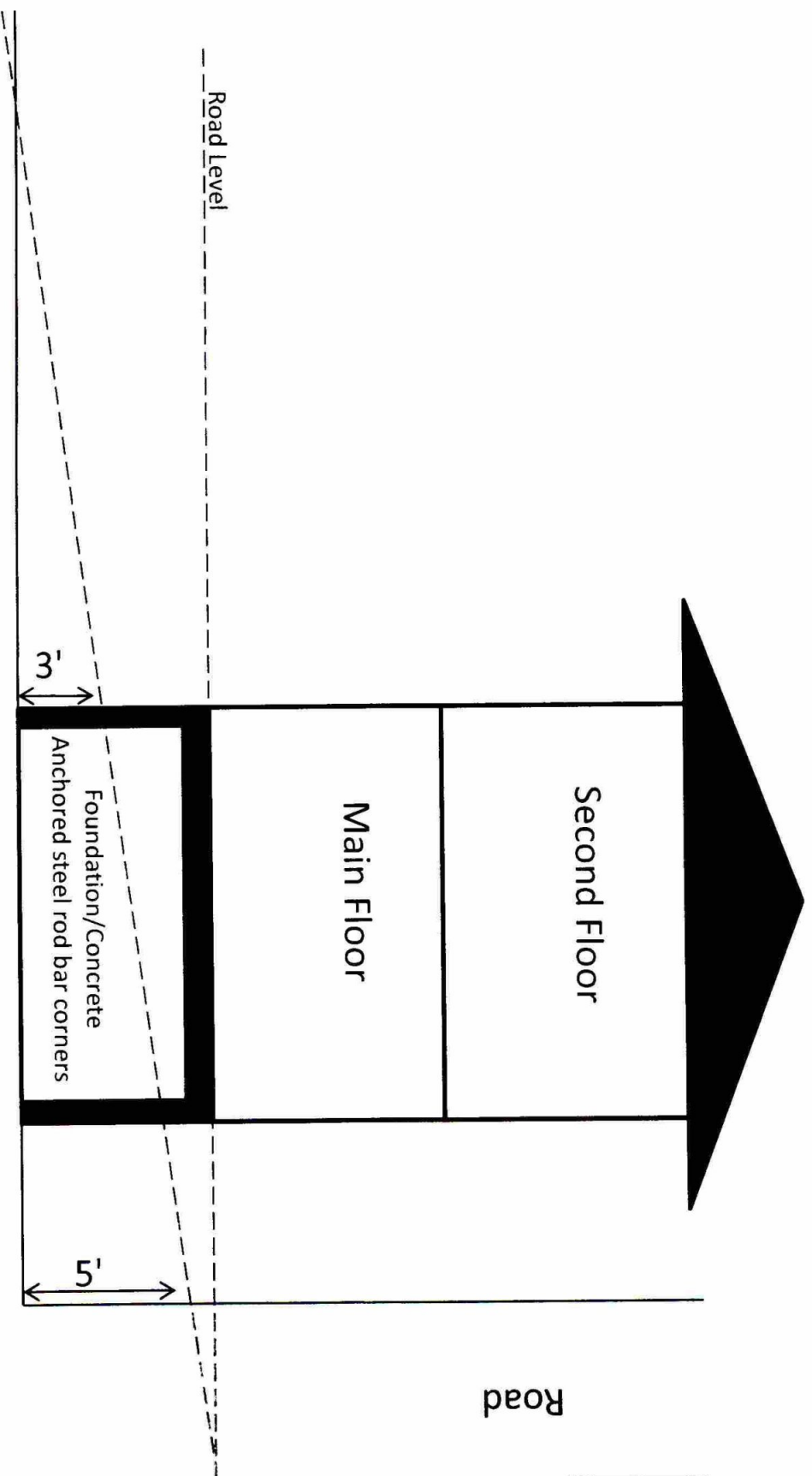
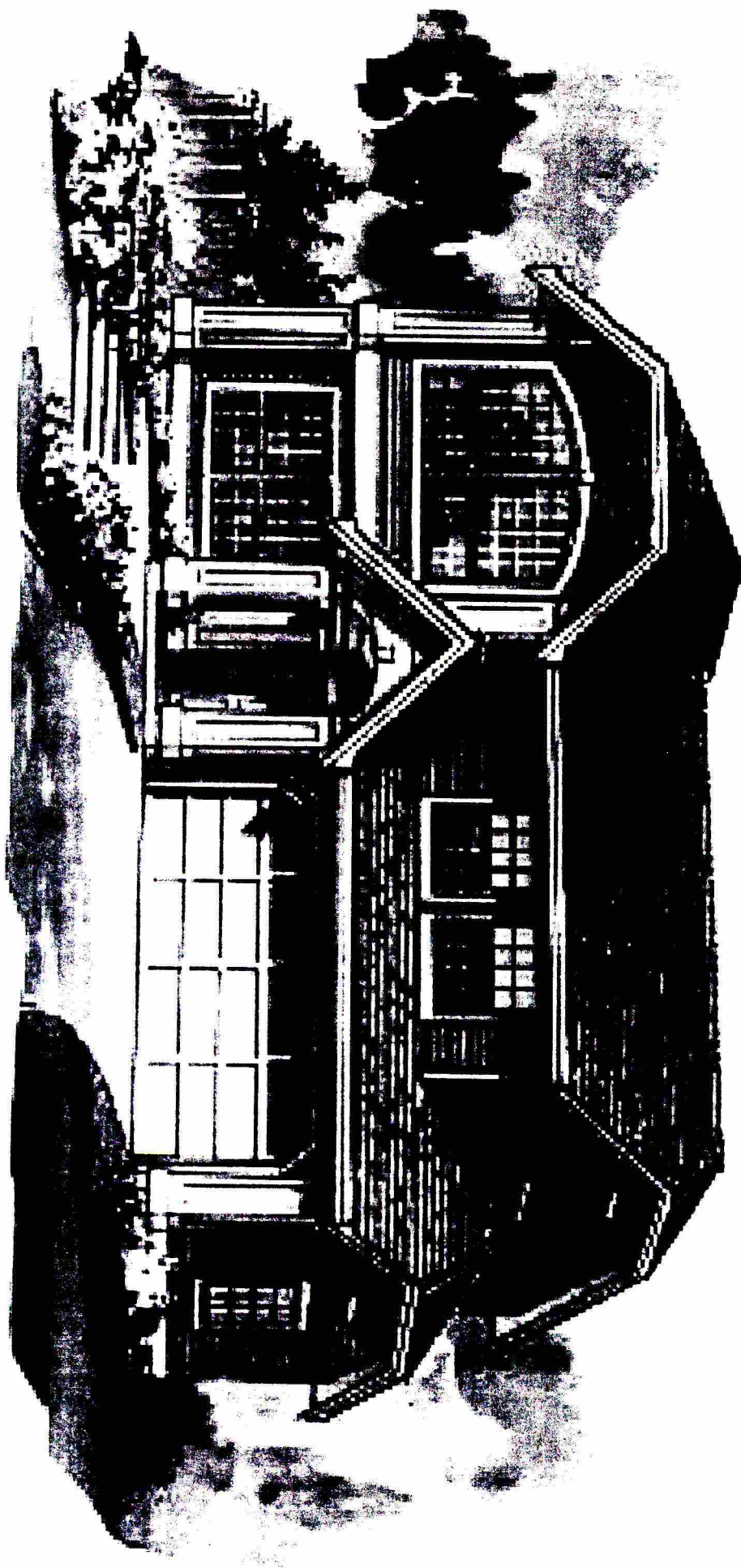
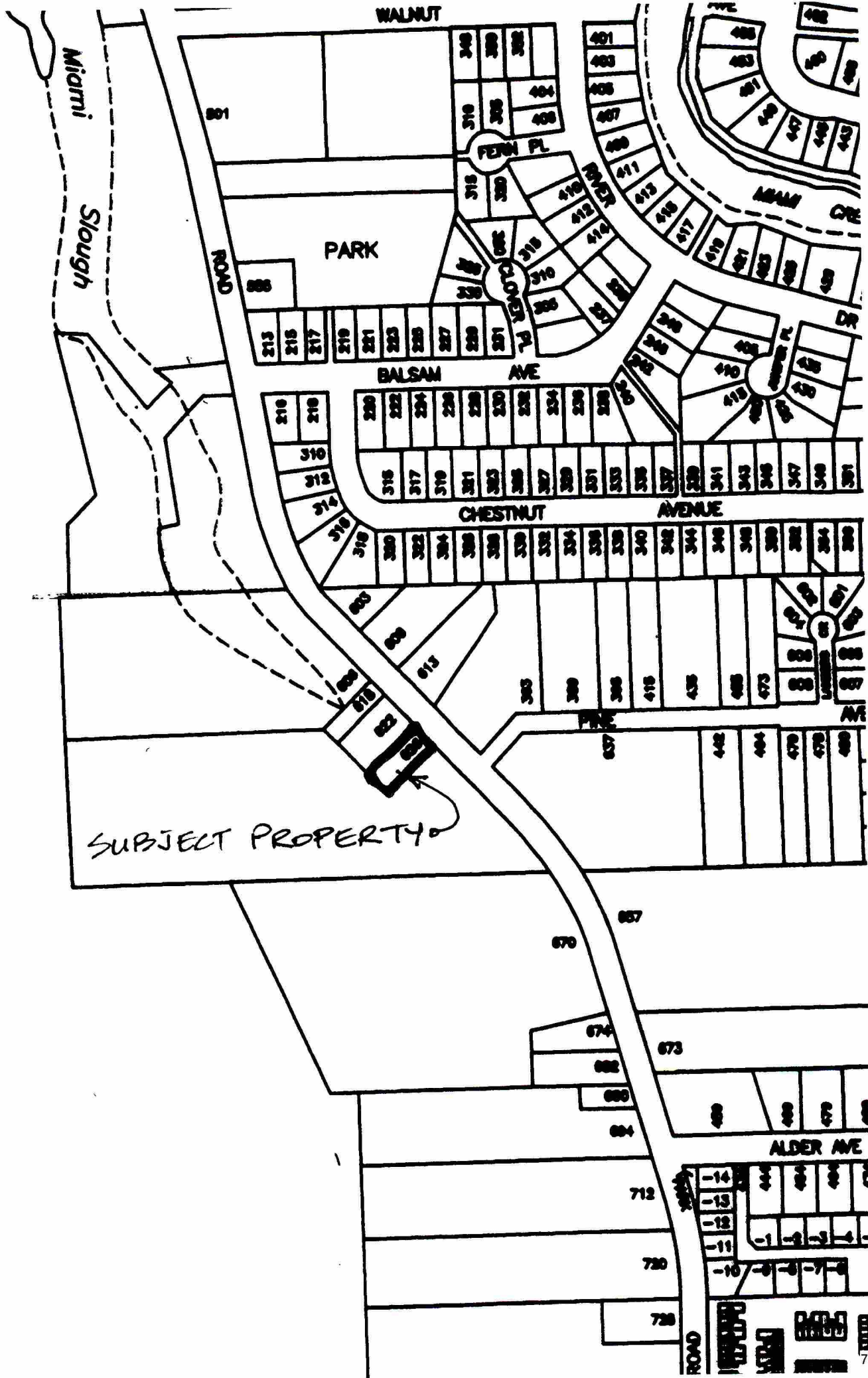


Figure 2







VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: Oct 29, 2009

FROM: Larry Burk, Chief Administrative Officer FILE: 0550-20-07

SUBJECT: Endorsing of recommendation from the EDC for the hiring of Event Coordinator for 2010

RECOMMENDATION:

THAT Council endorse the hiring of an Event Coordinator by the Festival Society; and

THAT Council approves providing "in-kind" assistance in the form of office space at the Community Safety and Information Office including office furniture, phone and some office supplies provided that the duties of the Event Coordinator can include providing basic general assistance to the public from that office as and when necessary.

BACKGROUND:

This endorsement is being requested by the EDC in support of the hiring of an Events Coordinator for 52 weeks beginning on or about February 1, 2010. A mandate of the EDC was to explore ways to improve experiences in the Village from all avenues, one of which resulted in the recommendation to hire an Events Coordinator.

Hiring by the Village could not be budgeted for until after May of 2010 and this was considered to be too late to be of maximum benefit for the year. The EDC approached the Executive of the Festival Society who had expressed a possibility they could sponsor this person provided funding was available. They applied for a grant to the Employment and Labour Market Services which was subsequently approved.

In order to formalize this funding the ELMS requires the endorsement/approval of the local government.

BUDGETARY CONSIDERATIONS:

Salary for this person will not cost the Village any money. However the EDC and Festival Society are requesting that the Village provide assistance "in kind" in locating this person in an office with appropriate furniture, phone and some office supplies.

Provided the owner will upgrade the space to acceptable standards we have an opportunity to continue renting the space in which our Community Safety and Information Office was housed this past summer. We hopefully would be able to take advantage of the Events Coordinator by he/she providing some support for our Community Safety aspects. The Village will have an increased presence for this function with a full time person in that office.

At the moment I cannot provide what the proposed rent might be or if the owner can or will provide the upgrades. We have notified them of this intent but have not yet responded.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** October 29, 2009

FROM: Larry Burk,
Chief Administrative Officer **FILE:** 3900

SUBJECT: Fire Department Establishment Bylaw 923; and
Fire Department Remuneration Policy 3.8

RECOMMENDATION:

THAT Council approves 1st, 2nd, and 3rd reading of bylaw 923 a bylaw to establish services with respect to provision for fire fighting services within the Village of Harrison Hot Springs and repeal "The Corporation of the Village of Harrison Hot Springs Fire Department Establishment and Regulation Bylaw No. 424, 1984" and amendments thereto (Bylaw No. 824).

THAT Council approves establishment of Policy 3.8 – "Harrison Hot Springs Fire Department – Remuneration" and rescinds Policy 3.7 – "Fire Department – Honorariums & Call Out Rates".

BACKGROUND:

The fire department has undergone some internal re-configuration as well as a number of legislative issues that have changed over the last 5 years. It was considered more prudent to create a new bylaw following precedents in other local area municipalities than to try to re-word or amend the existing bylaw.

Bylaw 424 and 824 had references and clauses with respect to payment of remunerations and call outs that had become difficult to interpret with the changes in the fire department. Also the remuneration for the officers as well as payment for the members had not been changed for more than 5 years.

A policy to cover remuneration is prudent so that if any changes or adjustments to these dollar amounts are contemplated over the years the bylaw does not have to

A policy to cover remuneration is prudent so that if any changes or adjustments to these dollar amounts are contemplated over the years the bylaw does not have to change accordingly. This is an administrative initiative as opposed to a legislative requirement.

BUDGETARY CONSIDERATIONS:


The 2009 budget was approved to include the amounts of the remuneration formally identified in the new policy 3.8, therefore the effective date for this policy is January 1, 2009.

This is finally coming before Council at this time due to the other issues that the Fire Chief had been dealing with over the year which took precedence over his attending to formal documentation, bylaw and policy preparation.

POLICY CONSIDERATIONS:

New policies require Council resolution. Bylaws require formal resolution and 3 readings before adoption.

Respectfully submitted for your consideration;



Larry Burk
Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS

POLICY

SUBJECT

FIRE DEPARTMENT - Honorariums &
Call Out Rates

POLICY NUMBER 3.7

DATE ADOPTED

June 11, 1985

The honorariums for the Volunteer Fire Department Officers and hourly callout rates, shall be reviewed by Council at the last meeting in September with a written recommendation for change (if any) being submitted for consideration at the first regular meeting in December of each year.

Sept. 14, 1993

[Handwritten signature]
[Handwritten initials]



VILLAGE OF HARRISON HOT SPRINGS

POLICY

SUBJECT HARRISON HOT SPRINGS FIRE DEPARTMENT - REMUNERATION	POLICY NUMBER 3.8
	DATE ADOPTED

1. PURPOSE

Council of the Village of Harrison Hot Springs deems it necessary to adopt a policy for training and call out rates for the Village of Harrison Hot Springs on-call fire fighters.

2. REMUNERATION

The officers and members of the Village of Harrison Hot Springs Fire Department shall receive annual remuneration as follows:

Fire Chief	\$5,000
Deputy Fire Chief	\$2,500
Captain	\$1,000
Secretary/Treasurer	\$ 250

Payout shall be remitted in December of each year.

2. CALLOUTS AND TRAINING RATES

- a) In addition to remuneration noted in 2 above, POC fire fighters of the Village of Harrison Hot Springs Fire Department shall receive pay for attendance at call outs, practices, duty rosters and annual building fire inspections at the rate of \$18.00 per hour.
- b) Any member attending training sessions, seminars or workshops shall be paid \$18.00 per hour to a maximum of \$75.00 per day not including travel time.

APPROVED BY:	DATE:
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**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 923**

**A bylaw to establish services with respect to provisions for fire fighting
services within the Village of Harrison Hot Springs**

WHEREAS the Mayor and Council has deemed it advisable to establish a bylaw to regulate and establish provision of fire fighting services;

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 Fire Department Establishment Bylaw No. 923, 2009."

2. DEFINITIONS

"ADMINISTRATOR" means the Chief Administrative Officer of the Village of Harrison Hot Springs;

"APPARATUS" means any vehicle provided with machinery, devices, equipment or materials for fire protection and assistance response as well as vehicles used to transport fire fighters or supplies;

"COUNCIL" means the Council of the Village of Harrison Hot Springs;

"EQUIPMENT" means any tools, contrivances, devices or materials used by the Fire Department to combat an incident or other emergency;

"FIRE CHIEF" means the person appointed by Council, from time to time, as the Fire Chief of the Village of Harrison Hot Springs and any officer or member authorized by Council, to act on behalf of the Fire Chief in his absence;

"FIRE DEPARTMENT" means the Harrison Hot Springs Fire Department;

“FIRE PROTECTION” means all aspects of fire safety including but not limited to, fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training and other staff development and advising;

“INCIDENT” means a fire or a situation where a fire or explosion is imminent and includes assistance response circumstances described in section 9 of this bylaw;

“MEMBER” means a person that is recruited and trained by the Fire Chief and following appropriate training, becomes a paid on call (POC) firefighter of the Village of Harrison Hot Springs Fire Department by ratification of Council. A “member” is deemed to be a Municipal Public Officer as defined in the *Community Charter*.

“OFFICER” means a member appointed by Council and given specific authority to assist the Fire Chief in his duties, specifically Deputy Fire Chief and Captains.

“POC” means paid-on-call.

3. **ADOPTION OF FIRE CODE AND OTHER STANDARDS**

- (a) The substantive regulations (but not the procedural or remedial provisions) of the British Columbia Fire Code are hereby adopted and made part of this Bylaw such that every provision of the British Columbia Fire Code shall be considered a provision of this Bylaw.
- (b) Standards of the National Fire Protection Association as issued from time to time are made part of this Bylaw such that every provision shall be considered a provision of this Bylaw.
- (c) Water supply requirements for public fire protection as issued by the Fire Underwriters Survey and updated from time to time, are made part of this Bylaw such that every requirement shall be considered a provision of this Bylaw.

4. **ESTABLISHMENT**

- (a) The Village of Harrison Hot Springs Fire Department is hereby established to provide fire suppression and prevention services and other related services within the Village and by written agreement, written contract or by a resolution of Council outside the Village’s boundaries.
- (b) The Fire Chief shall be appointed by resolution of Council following a competitive selection process where experience, knowledge, skills and abilities are assessed and considered. The Fire Chief shall retain his position through successful, annual performance reviews.

- (c) The Fire Chief reports to the Chief Administrative Officer in respect of the management of the Fire Department and the condition of buildings, apparatus and equipment under the control of the Fire Department and Fire Department budget.
- (d) The Fire Chief has full authority to appoint his executive through collaboration with POC members, Section 5, and appropriate evaluation of knowledge, skills and ability. The Executive shall receive ratification of Council through the Fire Chief.
- (e) The Fire Department shall consist of:
 - 1 (one) Fire Chief
 - 1 (one) Deputy Fire Chief
 - 2 (two) Captains
 - 14 (fourteen) or more members
- (f) Officers and members shall be appointed to the Fire Department in accordance with these policies and shall carry out the duties and responsibilities assigned to the Fire Department by Council.

5. **APPOINTMENT AND ELECTION OF OFFICERS**

- (a) The Executive of the Fire Department shall comprise of the following officers:
 - Fire Chief
 - Deputy Fire Chief
 - Captain (2)

and election of officers to the Executive shall be from the membership at large.
- (b) Election of Officers shall be held every two years at the first meeting of the membership at large in each calendar year, and for the purposes of this election a quorum shall be seven (7) eligible members.
- (c) The duly elected officers of the previous year shall continue in office until new officers are elected.
- (d) A vacancy occurring on the Executive during any term of office shall be filled by an appointment by the Fire Chief, until a by-election for the position can be held.
- (e) Notwithstanding sections (a), (b), (c), (d) above, all elections and appointments of officers shall be subject to the ratification of Council.

6. MEMBERSHIP

- (a) A person is qualified to be appointed a member of the Department for fire fighting duties who:
 - (i) Is not less than 18 years of age;
 - (ii) Is of good character;
 - (iii) Passes such, training aptitude and other tests as may be required by the Fire Chief.
- (b) A person appointed as a member of the Department for fire fighting duties shall be on probation for a period of six months during which period he shall take such training and examinations as may be required by the Fire Chief.
- (c) If a probationary member appointed for fire fighting duties fails any such examination, he may be dismissed, or their probationary period may be extended for a further six months by the Fire Chief or by the Executive.

7. REMUNERATION

The remuneration of all members for training and call outs shall be established by Village Policy upon the recommendation of the Fire Chief and Administrator.

8. POWERS OF FIRE CHIEF

A Fire Chief may

- (a) Make rules and regulations for the proper and efficient administration and operation of the Fire Department and change, replace or withdraw the rules as he or she considers necessary;
- (b) Make rules and regulations or take measures respecting the discipline of members of the Fire Department;
- (c) Enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
- (d) Take measures to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fires;

- (e) Order an owner or Occupier of real property to undertake any actions directed by the Fire Chief or other authorized person authorized by Council by name of office or otherwise for the purpose of removing or reducing any thing or condition that person considers is a fire hazard or increases the danger of fire;
- (f) Provide Assistance response;
- (g) Exercise some or all of the powers of a Fire Commissioner under Section 25 of the *Fire Services Act*, and for these purposes that section applies;
- (h) Enforce municipal bylaws, rules, orders and regulations respecting fire prevention and suppression and the protection of life and property;
- (i) Inquire into, investigate and record the causes of fires in the Village;
- (j) Collect and disseminate information in regard to fires in the Village;
- (k) Investigate and hold inquiries into such fires;
- (l) Study methods of fire prevention; and
- (m) Provide advice and make recommendations to Council, other officers and employees of the Village and the public in relation to:
 - (i) The establishment and administration of fire brigades and departments;
 - (ii) The provision for adequate water supply and pressure;
 - (iii) The installation or maintenance of automatic or other fire alarms systems and fire extinguishment equipment;
 - (iv) The enforcement of measures for the prevention or suppression of fire and the protection of life and property;
 - (v) Fire prevention generally

9. **FALSE REPRESENTATION**

No person shall falsely represent himself as the Fire Chief or a member, or wear or display any Fire Department badge, cap, button, insignia or other part of a uniform or piece of equipment for the purpose of false representation.

10. **TERRITORIAL JURISDICTION**

- (a) The limits of the jurisdiction of the Fire Department extend to the boundaries of the Village of Harrison Hot Springs and no part of the Fire Department equipment and members shall be used outside the Village without:
 - (i) The express authorization of a written agreement, written contract or resolution of Council providing for the supply of Fire Equipment and members outside the Village's boundaries;
 - (ii) A request for assistance in accordance with the *Emergency Program Act* (British Columbia) as amended or re-enacted from time to time.
 - (iii) The Mayor and Chief Administrative Officer, after consultation with the Fire Chief, are hereby authorized to execute such documentation as may be required to give full force and effect to this section.

11. **FIRE PROTECTION AND AID AGREEMENTS**

The Council of the Village of Harrison Hot Springs may enter into fire protection and aid agreements for the provision of fire protection by, for, or on behalf of the owners or occupiers of property situated within or outside of the municipality, with any person, firm, corporation, municipality, Crown Provincial or Crown Federal or other properly constituted authority and for the paying or collecting, as the case may be, of such charges therefore as may be agreed upon.

12. **OFFENCE AND PENALTY**

Every person who violates any provision of this Bylaw, or who suffers or permits any act or thing to be done in violation of any provision of this Bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this Bylaw, is guilty of an offence against this Bylaw and is liable to the penalties imposed under this Bylaw and each day that a violation continues to exist is deemed to be a separate offence against the Bylaw.

13. **SEVERABILITY**

If any section, subsection, clause or phrase of this Bylaw is held invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed section, subsection, clause or phrase.

14. REPEAL

"The Corporation of the Village of Harrison Hot Springs Bylaw No. 424" and "The Corporation of the Village of Harrison Hot Springs Bylaw No. 824" are hereby repealed in their entirety.

16. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2009

READ A SECOND TIME THIS DAY OF , 2009

READ A THIRD TIME THIS DAY OF , 2009

ADOPTED THIS DAY OF , 2009.

Mayor

Corporate Officer

