



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, November 16, 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 – November 2, 2009 <input type="checkbox"/> Sustainability and Infrastructure Meeting Minutes – August 6, 2009 <input type="checkbox"/> Harrison Lake Harbour Commission Minutes – August 26, 2009		<p>THAT the minutes of the Regular Council Meeting of November 2, 2009 be adopted.</p> <p>THAT the minutes of the Sustainability and Infrastructure Meeting of August 6, 2009 be received.</p> <p>THAT the minutes of the Harrison Lake Harbour Commission Meeting of August 26, 2009 be received.</p>	<p>Item 4.1 Page 1</p> <p>Item 4.2 Page 9</p> <p>Item 4.3 Page 15</p>
5. BUSINESS ARISING FROM THE MINUTES			
6. DELEGATIONS AND PETITIONS			
		<p>Harrison Horizons/Kingma – Peter Kingma and Grant Sanborn</p> <p>Kent-Harrison Green Legacy Society – Lillian Martin</p>	

7. CORRESPONDENCE

- ☐ Harrison Hot Springs Boat Launch 2009 Operations Report received October 30, 2009
- ☐ Email dated November 10, 2009 from the City of Port Coquitlam re PRIME BC operating costs to municipalities

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Item 7.2
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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

- ☐ Conversion of the current Executive Hotel to a Strata Hotel – 190 Lillooet Avenue – November 9, 2009

Report of Chief Administrative Officer – November 9, 2009

Re: Conversion of the current Executive Hotel to a Strata hotel – 190 Lillooet Avenue

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Recommendation:

THAT Council receives this report;

THAT staff prepare and present a Certificate of Approval under Section 242, Regulations Section 14.5(4) of the *Strata Property Act* to approve the proposed subdivision when the following issues have been considered:

- a) the life expectancy of the building;
- b) the projected maintenance costs of the existing building;
- c) structural and fire safety requirements bring the existing building to current code standards;
- c) servicing requirements meet the current zoning;
- e) architectural requirements meet current development permit and design guidelines.

<p><input type="checkbox"/> Resort Municipality Tax Transfer Program and Additional Hotel Room Tax Program – November 10, 2009</p>	<p>Report of Chief Administrative Officer – November 10, 2009 Re: Resort Municipality Tax Transfer Program and Additional Hotel Room Tax Program</p> <p>Recommendation:</p> <p>THAT the Tax Policy Branch of the Ministry of Finance, Minister of Finance, Minister of Community and Rural Development and Premier be implored to continue the Resort Municipality Tax Transfer Program and Additional Hotel Room Tax program as currently designed following implementation of the Harmonized Sales Tax</p>	<p>Item 12.2 Page 47</p>
<p><input type="checkbox"/> Dissolution of Joint Divestiture Account – November 10, 2009</p>	<p>Report of Director of Finance – November 10, 2009 Re: Dissolution of Joint Divestiture Account</p> <p>Recommendation:</p> <p>THAT Council approves the signing of appropriate documents by the Director of Finance in order to dissolve the joint divestiture account; and</p> <p>THAT Council approves the deposit of the Village's share of divestiture funds into a separate account in the name of the Village of Harrison Hot Springs.</p>	<p>Item 12.3 Page 51</p>
<p><input type="checkbox"/> Engineering Cost Increase for Reservoir – November 10, 2009</p>	<p>Report of Chief Administrative Officer – November 10, 2009 Re: Engineering Cost Increase for Reservoir</p> <p>Recommendation:</p> <p>THAT Council approves an increase to the engineering costs in the amount of \$22,500.00 due to a change in the original scope of works at for the water reservoir.</p>	<p>Item 12.4 Page 53</p>
<p><input type="checkbox"/> Neighbourhood Planning Area 1 – Proposed Planning Framework – November 12, 2009</p>	<p>Report of Chief Administrative Officer – November 12, 2009 Re: Neighbourhood Planning Area 1</p> <p>Recommendation:</p> <p>THAT this report prepared by the Planning Consultant be received; and</p> <p>THAT staff be authorized to prepare a bylaw for Council's consideration of first reading that would amend the Official Community Plan by incorporating a land use policy framework for Neighborhood Planning Area 1 based upon the revised land use concept (Land Use Framework Option 3).</p>	<p>Item 12.5 Page 55</p>
<p><input type="checkbox"/> Staff in Service Day and Christmas Staff Party – November 16, 2009</p>	<p>Report of Chief Administrative Officer – November 16, 2009 Re: Staff In Service Day and Christmas Staff Party (Verbal)</p>	

13. BYLAWS

☐ Fire Department
Establishment Bylaw 923

THAT Bylaw No. 923, 2009 Village of Harrison Hot Springs Fire
Department Establishment Bylaw be adopted.

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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: November 2, 2009
TIME: 7:00 p.m.
PLACE: Council Chambers

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

Chief Administrative Officer, Larry Burk

ABSENT: Councillor Allan Jackson

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 Perry
Seconded by Councillor Harris

THAT the agenda be approved.

CARRIED

4. **ADOPTION AND RECEIPT OF MINUTES**

☐ **Regular Council Meeting
Minutes – October 19, 2009**
Moved by Councillor Harris
Seconded by Councillor Perry

THAT the minutes of the Regular Council Meeting of October 19, 2009 be adopted.

CARRIED

☐ **Parks and Recreation
Commission Meeting Minutes
– August 18, 2009**
Moved by Councillor Harris
Seconded by Councillor Perry

THAT the minutes of the Parks and Recreation Commission Meeting of August 18, 2009 be received.

CARRIED

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 2, 2009*

☐ Parks and Recreation
Commission Meeting Minutes
– September 8, 2009

Moved by Councillor Harris
Seconded by Councillor Kenyon

THAT the minutes of the Parks and Recreation Commission Meeting of September 8, 2009 be received.

CARRIED

☐ Economic Development
Commission Meeting Minutes
– September 23, 2009

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT the minutes of the Economic Development Commission Meeting of September 23, 2009 be received.

CARRIED

☐ Committee of the Whole
Meeting Minutes – October
19, 2009

Moved by Councillor Perry
Seconded by Councillor Kenyon

THAT the minutes of the Committee of the Whole Meeting of October 19, 2009 be adopted.

CARRIED

5.

BUSINESS ARISING FROM THE MINUTES

☐ Parks and Recreation
Commission Meeting Minutes
– September 8, 2009

Moved by Councillor Kenyon
Seconded by Councillor Harris

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

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

CARRIED

☐ Economic Development
Commission Meeting Minutes
– September 23, 2009

Moved by Councillor Kenyon
Seconded by Councillor Perry

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

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.

CARRIED

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 2, 2009*

The Mayor advised that only Council has the authority to appoint Sub Committees. Receipt of the Economic Development Commission minutes is based on the intent that group formed is a "task force". This clarification will be brought forward at the next Economic Development Commission meeting for their information.

6. **PUBLIC AND STATUTORY HEARINGS**

None

7. **DELEGATIONS**

None

8. **CORRESPONDENCE**

- ☐ Letter dated October 9, 2009 from the Ombudsman re complaint
- ☐ Letter dated October 20, 2009 from the Heart & Stroke Foundation re proclamation
- ☐ Letter dated October 20, 2009 from the Fraser Valley Regional District re: Elizabeth's Wildlife Centre
- ☐ Letter dated October 22, 2009 from Harrison Agassiz Chamber of Commerce re Christmas lighting and events
- ☐ Letter received October 26, 2009 from the All Saints Anglican Church in Agassiz re request for financial assistance
- ☐ Memorandum date October 28, 2009 from the Liquor Control and Licencing Branch re policy directive

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

- ☐ Letter dated October 20, 2009 from the Heart & Stroke Foundation re proclamation

Moved by Councillor Perry
Seconded by Councillor Harris

THAT staff send a letter to the Heart and Stroke Foundation expressing support for their cause, and advise that Council has a policy to not make proclamations.

CARRIED

- ☐ Letter dated October 20, 2009 from the Fraser Valley Regional District re: Elizabeth's Wildlife Centre

Moved by Councillor Harris
Seconded by Councillor Perry

THAT Council acknowledges receipt of the FVRD's letter requesting support for the Elizabeth's Wildlife Centre Society which provides services to sick and injured wildlife and that staff provide a letter to the FVRD endorsing the efforts of the Centre, however, declining Council participation or contributions of any funds at this time.

CARRIED

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□ Letter dated October 22, 2009 from Harrison Agassiz Chamber of Commerce re Christmas lighting and events

The Mayor acknowledged the letter from the Agassiz Harrison Chamber of Commerce and provided a brief overview of the upcoming festivities.

□ Letter received October 26, 2009 from the All Saints Anglican Church in Agassiz re request for financial assistance

Moved by Councillor Kenyon
Seconded by Councillor Harrris

THAT the letter from the All Saints Anglican Church requesting financial assistance be referred to the Finance and Administration Committee.

CARRIED

10.

REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS

The Mayor reported that the Harrison Lake Harbour Commission will meet on November 5, 2009. Has had several meetings with RCMP and asked to have an RCMP member sit on the Commission. Officer Scott Stoughton will be attending a Commission meeting.

The Mayor reported that the Parks and Recreation Commission had endorsed applying for a planning grant up to \$2,000 to help in a proposed development of Youth Sport Activities. The idea is to put together a committee to look at all aspects of establishing a skateboard park our the community. He has asked work experience student Alex Kent, Agassiz Elementary Secondary Student to assist in the application process.

11.

REPORTS FROM MAYOR

One of the tools the FVRD board use following a board meeting is a preparation of a bulletin called "Board in Brief". It is put on their website and allows the general public to read a summary of discussions and actions. He would like to see staff consider doing a similar format in a one to two page synopsis of Council meetings on a monthly basis. The Mayor asked staff to review and report back to Council.

Councillor Perry asked that one electronic copy of council minutes be sent to the Agassiz Library.

Greenhouse Gas Emissions – the Village has been working towards reducing GHG's. A workshop has been scheduled for December 1, 2009 to discuss and consider policies and actions for the Village. A formal invitation will go out to the Chairs of the Commissions and Committees for interested attendees.

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On October 25, 2009 attended a memorial service at All Saints Anglican Church for peace officers that have fallen in the line of duty. Guest speaker, Sgt. McCarthy spoke and gave a slideshow.

The Mayor indicated we are basically at the one year mark of our 3 year term and commended Council for all of the work done in the past year.

12. REPORTS FROM COUNCILLORS

Councillor Harris Attended the Parks and Recreation Commission and is pleased to hear the potential regarding a grant for a skate board park.

Is excited to have been invited to attend and observe a Parole Board Hearing as the liaison to the Citizen's Advisory Committee for Corrections Canada.

Councillor Kenyon Chamber of Commerce requires gallon jugs for the elementary school to make floats for the Christmas celebrations.

Reported that Council had endorsed support for a letter received from the City of Duncan regarding cell phone use in vehicles. Effective January 1, 2010 legislation will be in place to prohibit the use of all electronic communication devices in vehicles.

Asked staff to review the 30 kph speed limit posted on McCombs Drive with the thought to return it to 50 kph.

Asked staff about the status of the damaged walkway around the plaza. The CAO reported contractors are being consulted to make repairs as soon as possible.

The Harrison Hot Springs Elementary School will celebrate its 60th anniversary on November 18, 2009.

Councillor Jackson Absent

Councillor Perry Attended Anglican Church for the peace officer memorial service. He also noted the church is 103 years old.

Last Wednesday attended the FVRL Board meeting for 2010 budget planning. Grants have been reduced by 20%.

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12.

REPORTS FROM STAFF

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

Moved by Councillor Perry
Seconded by Councillor Kenyon

Report of Chief Administrative Officer – October 29, 2009
Re: Flood Control Level exemption at 670 Hot Springs Road –
Springs RV Resort park amenity building

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.

CARRIED

☐ Street Banner Display
Policy 4.18

Moved by Councillor Harris
Seconded by Councillor Perry

Report of Chief Administrative Officer – October 29, 2009
Re: Street Banner Display Policy 4.18

Councillor Perry asked that the words “clean and untorn” be added after “Material must be re-enforced nylon or vinyl;” in sections (a)(i) and (b)(ii).

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

THAT Council rescind Banner Installation Policy No. 4.7.

CARRIED

☐ Rezoning application at
626 Hot Springs Road

Moved by Councillor Harris
Seconded by Councillor Kenyon

Report of Chief Administrative Officer – October 29, 2009
Re: Rezoning application at 626 Hot Springs Road

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

CARRIED

☐ Endorsement of
recommendation of EDC –
Event Coordinator for 2010

Moved by Councillor Kenyon
Seconded by Councillor Harris

Report of Chief Administrative Officer – October 29, 2009
Re: Endorsing of recommendation from the EDC for the hiring of
Event Coordinator for 2010

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THAT Council endorse the hiring of an Event Coordinator by the Harrison 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.

CARRIED

13.

BYLAWS

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

Moved by Councillor Harris
Seconded by Councillor Perry

THAT Council give Bylaw 923 Fire Department Establishment Bylaw first reading;

CARRIED

Moved by Councillor Harris
Seconded by Councillor Kenyon

THAT Council give Bylaw 923 Fire Department Establishment Bylaw second reading;

CARRIED

Moved by Councillor Perry
Seconded by Councillor Kenyon

THAT Council give Bylaw 923 Fire Department Establishment Bylaw third reading;

CARRIED

Moved by Councillor Kenyon
Seconded by Councillor Harris

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”.

CARRIED

14.

QUESTIONS FROM THE PUBLIC

A member of the public clarified the Chamber of Commerce letter which stated that the plaques were given by the Village. The commercial plaque was donated by Gina Charlie and the residential plaque was donated by Leo Facio

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A member of the public asked for clarification for the hiring of the Event Coordinator position. The Mayor said the event coordinator will be hired by the Harrison Festival Society through the Employment and Labour Market Services. The position will be supervised through the EDC. The CAO clarified that all event avenues will be explored throughout the Village.

Councillor Perry stated that the Council of Council's meeting will be held on Friday and he will be attending.

The Mayor reported that he will be attending Remembrance Day ceremonies at StoLo and the Mayor will attend at Agassiz.

A member of the public asked why the flag has not been lowered for fallen soldiers. The Mayor reported that the flag would be lowered constantly. The current policy does not provide for the lowering of the flag for fallen soldiers.

ADJOURNMENT

Moved by Councillor Perry

Seconded by Councillor Harris

THAT the meeting be adjourned.

The meeting adjourned at 8:15 p.m.

CARRIED

Certified a true and correct copy of the minutes of the
Regular Meeting of Council held November 2, 2009 in
the Council Chambers, Village of Harrison Hot
Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative Officer

**VILLAGE OF HARRISON HOT SPRINGS
SUSTAINABILITY AND INFRASTRUCTURE COMMITTEE MEETING**

DATE: August 6, 2009
TIME: 9:30 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Mayor
 Allan Jackson, Councillor
 Dave Harris, Councillor

Larry Burk, CAO
 Dale Courtice, Director of Finance
 Recording Secretary, C. Richardson

ABSENT:

1. CALL TO ORDER

The Mayor called the meeting to order at 9:32 a.m.

Mayor Becotte stated that the Sustainability and Infrastructure Committee is a standing committee not a select committee and requests that the Procedure Bylaw is adjusted to reflect this fact.

2. ADOPTION OF MINUTES

None

3. DELEGATION/PETITIONS

None

4. CHAIRPERSON'S REPORT

None

5. ITEMS FOR DISCUSSION

☐ Election of Chair

ELECTION OF CHAIRMAN

Moved by Dave Harris
Seconded by Ken Becotte

THAT Alan Jackson be nominated as the Chair of the Sustainability and Infrastructure Committee.

CARRIED

There being no further nominations and having accepted the nomination Allan Jackson was acclaimed as Chairperson for the Sustainability and Infrastructure Committee.

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SUSTAINABILITY AND INFRASTRUCTURE
COMMITTEE MEETING
AUGUST 6, 2009
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Allan Jackson then assumed the position of Chairperson.

☐ Terms of Reference

Establishment of Terms of Reference

Alan Jackson feels the Terms of Reference are suitable and straight forward of what the objectives of the committee will be. He would like a management financial plan established for the S & I Committee so that goals that are set by the Committee for new infrastructure can be met.

L. Burk does not believe it is the mandate of a committee to establish a financial plan and it is for staff to produce, prepare for the committee and council. S & I should be for goals and achievements for presentation to staff for goals of sustainability and improvements. Once these goals are presented to staff, staff will then move forward with grant applications or budget requirements.

Alan Jackson agrees that staff should do the numbers and recognizes that the committee should establish priorities. A. Jackson also feels that Councillor Harris brings forward skills and expertise that will be an asset for the Sustainability and Infrastructure Committee.

☐ Climate Action
Charter – Bill 27

☐ Ministry of
Environment – Green
Initiative

L. Burk would ultimately like best practices studies to be in effect. The issues around Bill 27 and climate action need to be the main priority for the committee to present to Council. The corporate levels need to be established as well as community levels for education. Corporate sustainability inventory will be presented to the committee to assist in ideas to reduce the corporate footprint. The Community levels will require significant public consultation because of the amount of education that will be necessary to reduce the Community footprint.

Alan Jackson would like to see the report produced by the government stating what is required of the Village by 2010. He feels that Bill 27 is quite vague as to what is actually required of the Village for there to be progress.

L. Burk stated that the study came up with the carbon footprint base number which is used as a guideline for ways to reduce the footprint within the community. The Village has taken some steps already and will continue to take steps to reduce the carbon footprint. A consultant from HP LANARC will be brought in to assist with inventory and analysis.

K. Becotte feels that there will be a large amount of community consultation that will be required in this area.

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MINUTES OF THE SUSTAINABILITY AND INFRASTRUCTURE
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D. Courtice stated the necessity of an inventory of all Village capital assets to establish the status of what the Village infrastructure is. Historical costs will be used to assist with replacement dates and funds that will need to be allotted for upcoming projects and planning. Focus on the capital budget will include amortization in the budget. Ideally the amortization should be cash funded with the money being put into replacement reserves. As the new reporting requirement needs the Village to be more up to date with replacement dates and amortization and the status of the Village assets. The Village must be in compliance.

L. Burk stated that the Village is getting started with the use of our consultant Bud Fraser who will be coming in within the next couple weeks. Larry stated that there are only certain points of Bill 27 that are high priority. The government has established a toolkit for identifying and establishing sustainable changes.

L. Burk recommended that the committee review Bill 27 for ideas that they feel will benefit the community the most.

Alan Jackson wanted to know if it considered the influx of visitor's vehicles, boats, etc. and feels that a community of this size can only offset so much. He questioned if the Village will be penalized for people coming to visit the community?

L. Burk stated that these facts will be taken into consideration when trying to establish the impact of greenhouse gases in the area. Efforts are being taken to mitigate these issues. There is a tourism component that is factored into the measurement that will transfer loss to other areas. Carbon offset is a saleable commodity and many other areas may be interested in purchasing this from the Village if appropriate.

K. Becotte feels that we have a strong ability in various areas to reduce the Village consumption and would like to know what is required by 2010. The District of Kent produces a far greater footprint and is trying to establish more walkability within the area. This is something that could work within the Village for greater reductions.

L. Burk stated that it was the deadline for the OCP changes that are required to maintain Best Practices for Bill 27 that relate to Harrison. The Sustainability & Infrastructure Committee will be invaluable to the consultant to identify methods to achieve goals.

Dave Harris stated that the Parking is an area where the S & I Committee should focus. Pay parking is an area where the Village could be revenue neutral. It would eliminate many of the day visitors. D. Harris

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MINUTES OF THE SUSTAINABILITY AND INFRASTRUCTURE
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feels this is a good thing as far as eliminating a carbon footprint.

L. Burk stated that the parking survey was technically non-useful documentation and feels people would return to the village even if they had to pay for parking. The study was not comprehensive with the information it obtained. The Village center study's biggest recommendation will be to hire a traffic consultant that assesses today's trends within the Village to improve traffic flow. Developers will then have an understanding of required changes, within the village.

D. Harris stated that there already was a parking study and that many of the recommendations would still be applicable. As a result of the study Esplanade became a one-way street.

L. Burk stated that a new study is a necessity and a parking study over five years old is not useful to today's trends. The I & I study may be done this year pending budget issues.

D. Courtice agreed that we must inventory what we have and that the sewer & water lines will come later as it is a huge undertaking that will be phased into the study.

K. Becotte feels that we will be able to achieve reductions. Alan Jackson stated that amortization is not usually put into a reserve and that amortization will have to factor into the budget. Council needs to look at a 5 year plan of sustainability. With the committee- environment, traffic, green spaces, community impact for a positive way to move forward.

A. Jackson wanted to know who would be responsible for carbon offset sales.

L. Burk stated that this is a grey area within the government that will require more investigation.

A. Jackson stated that this must move forward as it is a huge priority for the Village.

Community consultation will be necessary.

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SUSTAINABILITY AND INFRASTRUCTURE
COMMITTEE MEETING
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- ☐ **Geothermal Energy Workshop** All members agree that geothermal energy is something to keep in mind and look at down the road. A. Jackson would like to know how much Geothermal Energy is under Harrison and how is it measured.

Larry would like to discuss at a Council and Committee level and cannot commit the Village for hosting the workshop at this time.

6. ADJOURNMENT

Moved by A. Jackson
Seconded by D. Harris

THAT the meeting be adjourned at 10:50p.m.

CARRIED

Certified a true and correct copy of the minutes of the Sustainability and Infrastructure Committee meeting held on August 6, 2009 in Council Chambers, Village of Harrison Hot Springs, B.C.

Larry Burk (CAO)

Allan Jackson (Chair)

**VILLAGE OF HARRISON HOT SPRINGS
HARRISON LAKE HARBOUR COMMISSION MEETING**

DATE: August 26, 2009
TIME: 7 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Mayor
 Tony Nootebos
 Bill Hopkins
 Darcy Striker
 Kerry Hiltz (sitting in for Darcey Kohuch)

ABSENT: Larry Burk, CAO
 Darcey Kohuch

Recording Secretary, Cindy Richardson

1. CALL TO ORDER

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

The Mayor welcomed the members to the meeting and provided a brief overview of the meeting agenda. Mayor Becotte welcomed members attending from the District of Kent and looks forward to working with them as both areas share the Harbour.

2. ELECTION OF CHAIRMAN

☐ Election of Chair

Moved by Bill Hopkins
Seconded by Darcy Striker

THAT Ken Becotte be nominated as the Chair of the Harrison Lake Harbour Commission.

CARRIED

There being no further nominations and having accepted the nomination Ken Becotte was acclaimed as Chairperson for the Harrison Lake Harbour Commission.

Moved by Kerry Hiltz
Seconded by Tony Nootebos

THAT Darcy Striker be nominated as Deputy Chair of the Harrison Lake Harbour Commission.

CARRIED

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING
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There being no further nominations and having accepted the nomination Darcy Striker was acclaimed as Deputy Chairperson for the Harrison Lake Harbour Commission.

3. ESTABLISHMENT OF AGENDA

Items of Interest

**☐ Terms of
Reference**

Ken Becotte requested the members review the Terms of Reference for the Harbour Commission. The members were asked to provide any feedback or ask questions that may come to mind regarding the TOR.

Kerry Hilts stated that bringing ideas forward would be a great start for the Commission to establish items they would like to discuss and formalize at the next meeting. Forward Planning and input forwarded to Council were items the members wanted to address. K. Hilts would like the Commission to be able to invite delegations to come speak as needed.

The role of the Commission in relation to Council and procedures of recommendations and input was reviewed. The Commission should make recommendations to Council of navigations and safety concerns. The Commission would like to have input on the use and operation of water lots within the boundaries of each District as well as shoreline water activities.

K. Becotte stated that items or issues for the Lagoon should be directed to the Parks and Recreation Commission.

Aspects of water safety and signage were addressed. K. Becotte stated that he has had many questions from the public regarding safety issues.

K. Hilts stated that safety and patrol issues falls under the Coast Guard directives. Taking on the safety role may also increase the risk of liability and should be handled by the proper authority.

T. Nootbos would like to see the Commission address the issues of signage on the water and to make recommendations to Council for improvements.

K. Becotte mentioned the Break Water and the Federal Warf. The Village has been working with the District of Kent on how to make it more viable for commercial use. K. Becotte will provide more information as it is made public.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING
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The Council Procedure Bylaw was distributed. The Commissioners were asked to review the section on conflict of interest and to follow the appropriate steps if the situation should arise.

Definition of the Harrison Lake Harbourfront Boundaries – Breakwater to Whippoorwill Point. From the green light to red light.

A possible new public marina at the float plane dock in the future Beachfront Development Plan was discussed by members. This included foreshore activity and water lots and the input of all pertinent parties.

☐ Letter from
Harrison Lake Marina

K. Becotte updated the Commissioners of the work that Mr. Moser is doing with the Harrison Lake Marina.

☐ Establishment of
Meeting Dates and
Times

The first Thursday of every second month at 12:00 noon was established as meeting dates. The next meeting will be November 5, 2009 and January 7, 2009.

K. Becotte reminded the members that if they knew of any people who would like to join the Commission to please bring their names forward to recommend to Council to be on the Commission.

The Commissioners were asked to bring items forward that they would like to discuss at the next meeting. This includes grant opportunities and ideas from other communities.

4.

ADJOURNMENT

Moved by Tony Nootebos

Seconded by Bill Hopkins

THAT the meeting be adjourned at 7:37p.m.

CARRIED

Certified a true and correct copy of the minutes
of the Harrison Lake Harbour Commission
meeting held on August 26, 2009 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

Larry Burk (CAO)

Ken Becotte (Chair)



VILLAGE OF HARRISON HOT SPRINGS

RECEIVED

OCT 22 2009

Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Officer no later than 4:30 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. Any background materials are appreciated and will be circulated to the Mayor and Council with the agenda. You can submit your request in person, by mail(PO Box 160 Harrison Hot Springs, BC V0M 1K0), fax at 604-796-2192 or e-mail at info@harrisonhotsprings.ca.

The Administration Department will advise you when you are scheduled to appear before Council. Council meetings commence at 7:00 p.m. in the Village's Council Chambers at 495 Hot Springs Road.

You are limited to a maximum of 10 minutes to present your material, regardless of the number of presenters in your delegation.

116th.

Date: <u>OCT 22 / 09</u>	Requested Meeting Date: <u>NOV 7 / 09</u>
Organization Name (if applicable): <u>HARRISON HORIZONS - KINGMA</u>	
Name of Presenter: <u>PETER KINGMA & GRANT SANBORN</u>	
Name of Applicant if Other than Above: _____	
Contact Phone Number & E-Mail: <u>819-7784 (Grant)</u> <u>845 9911 (Peter)</u>	
Mailing Address with Postal Code: _____	
Audio/Visual requirements: <u>none</u>	
Topic: <u>Harrison Horizons Dev't proposal</u>	
Action you wish Council to take: <u>none</u>	



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

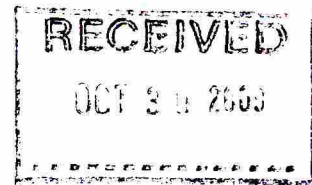
In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Officer no later than 4:30 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. Any background materials are appreciated and will be circulated to the Mayor and Council with the agenda. You can submit your request in person, by mail at PO Box 160 Harrison Hot Springs, BC V0M 1K0, fax at 604-796-2192 or e-mail at dkey@harrisonhotsprings.ca.

The Administration Department will advise you when you are scheduled to appear before Council. Council meetings commence at 7:00 p.m. in the Village's Council Chambers at 495 Hot Springs Road, Harrison Hot Springs, BC.

You are limited to a maximum of 10 minutes to present your material, regardless of the number of presenters in your delegation.

Date:	<u>November 9/09</u>	Requested Meeting Date:	<u>Nov 16, 09</u>
Organization Name (if applicable):	<u>Kent-Harrison Green Legacy Society</u>		
Name of Presenter:	<u>Lillian Martini</u>		
Name of Applicant if Other than Above:	<u>Janne Perrin</u>		
Contact Phone Number & E-Mail:	<u>604-796-9182 djperrin@uniserve.com</u>		
Mailing Address with Postal Code:	<u>Box 478, HHS, V0M1K0</u>		
Audio/Visual requirements:	<u>none</u>		
Topic:	<u>Species at Risk and the impact of development on them</u>		
Action you wish Council to take:	<u>Ensure that all development approvals meet all SAR regulations and follow all guidelines.</u>		

Harrison Hot Springs Boat Launch 2009 Operations Report



Executive Summary:

The Village boat launch was operated by Karen and Bob Bell for the eighth year in the past ten. It was open from April 03 until October 12, 2009. A total of 4798 boats launched during the 151 days we were open. The heaviest day was the Sunday of the August long weekend when we launched 182 boats. As you can see from the stats, the biggest increases were in the number of day launches and the fact that many of them now stay overnight. This may be a factor of the cost of gasoline for tow vehicles (i.e. they are not traveling to the Okanagan), but we noticed a large increase of ex-Cultus, Stave and Alouette Lake boaters who now prefer our launch to the uncontrolled mayhem at these locations. We believe this is a trend that will continue, particularly with family boaters, whom do not wish to be intimidated and abused by the gangbangers at these other launches.

The three biggest improvements initiated by Council this year were:

- Removal of the cross-ramp sidewalk and the relocation of the entrance to Rendall Park.
- Adding the third lane.
- Opening overflow parking on the O'Shea property.

We would like to thank all five of the Office staff who processed our weekly returns. They were all friendly, understanding and professional.

Also thanks again to the Coast Guard Auxiliary for providing kids' life jackets, safe boating guides and voluntary inspection services.

Bob & Karen Bell

FILE #	DATE
720-02	OCT 20 2009
<input checked="" type="checkbox"/> DCAO	<input checked="" type="checkbox"/> ACCTS P/B
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input checked="" 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 16	
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY)	

Harrison Boat Launch Operations 2009

	April	May	June	July	August	Sept	October	Totals	% Change
Seasons Passes Sold	60	150	53	44	5	00	00	312	8.00%
(2006)	80	73	75	56	05	00	00	289	
(2005)	65	68	33	48	05	00	00	219	
(2003)	60	78	68	40	06	00	00	252	
(2000)	67	30	66	43	06	00	00	212	
Season Pass Launches	95	250	403	661	512	257	77	2255	10.20%
(2006)	156	255	397	604	560	248	27	2047	
(2005)	129	253	302	642	636	76	00	2038	
(2003)	92	230	312	644	636	166	63	2143	
(2000)	122	154	337	416	410	107	28	1574	
Season Pass Parking Days	190	376	522	954	827	414	148	3431	2.00%
(2006)	171	300	637	972	820	394	68	3362	
(2005)	226	389	494	962	947	236	00	3254	
(2003)	196	426	577	940	963	246	99	3447	
(2000)	209	327	558	731	779	242	73	2919	
Day Pass Launches	110	188	371	803	725	291	35	2543	38.00%
(2006)	78	158	288	533	586	192	7	1842	
(2005)	46	179	136	582	602	74	00	1619	
(2003)	38	128	294	505	595	149	08	1717	
(2000)	83	119	208	345	357	111	17	1240	
Day Pass Parking Days	118	265	430	1086	1081	332	41	3353	60.00%
(2006)	78	183	323	589	699	216	7	2095	
(2005)	46	207	160	726	709	91	00	1939	
(2003)	41	138	344	635	701	161	09	2029	
(2000)	92	149	240	447	482	140	18	1568	

Harrison Lake Boat Launch 2009 Operations Report

Origin of Season Passes

Year	Harrison HS	Chilliwack	Langley	Surrey	Delta/ Richmond
2009	50	75	20	20	12
2006	62	62	12	27	07
	Agassiz	Abbotsford	Mission	Maple Ridge/ Coquitlam	New West/ Burnaby/ Vancouver
2009	50	35	20	15	10
2006	35	38	19	13	06
	Hope	Other			
2009	04	01			
2006	04	01			

Harrison Hot Springs Boat Launch 2009 Operations Report

Comments and suggestions for next year.

The three biggest improvements initiated by Council this year were:

- a) Removal of the cross-ramp sidewalk and the relocation of the entrance to Rendall Park.

This action has removed a long-standing liability and immeasurably increased the overall safety of the launch. Public Works has additional measures in the planning stage to enhance this upgrade. They include, besides the new gate recently installed, additional fencing to block-off the old crosswalk and more signage. Other planned work includes replacement of the sinks/vanity in the womens' washroom; installation of locks on the toilet doors and "squaring" the parking lot to increase the size and efficiency of the lot.

We recommend that Council include these upgrades in the 2010 budget and give PW priority to complete them on or before next April.

- b) Adding the third lane.

During the August long weekend, when we launched and recovered over three hundred boats, we had opportunity to use the third lane 47 times. While primarily 4-wheel drive trucks with jet boats, there were a number of "regular" boaters who were willing to endure the roughness of the gravel ramp in order to speed the launching process. Through August, however, the dropping lake level removed most of the fine crush that originally finished the lane and has made it very rough.

We recommend that the third lane be cemented or paved to the low-water level. There is no need to extend it underwater, since it will only be used during the height of the season with higher water levels.

- c) Opening overflow parking on the O'Shea property.

This welcome addition added 28-30 truck and trailer parking spots. Its primary impact is not economic (i.e. increase in business is marginal) but it does substantially reduce the number of vehicles/trailers parked in front of residents of Bear, Echo and Eagle Streets. It also means that most weekends, boat launch traffic can be contained near the launch and speeds the launching/ loading process for all boaters.

We recommend a similar usage-lease be negotiated with the property owners concerned in 2010.

Administration:

a) **Season Pass Decals.** The black/no border decal has been used for the past three years and the currency of the decal can no longer be determined without close inspection.

We recommend a change to a red decal complete with border

b) **Mirror-hanger Parking Passes .** This new addition worked well this year and we encourage its continuance but, due to older eyesight, reflected sunlight and fading,

We recommend that the numbers on the Season's Parking Pass be increased in size to at least ½ an inch high and an additional blank line inserted below that number so that we may enter the boat registration number to guard against "loaning" the parking pass.

c) **Implementing the HST.** On the face of it, it would appear that we will have two different charges next year. (Pre-July 1st and after). This means reprints of receipt books, signage, etc. Looking at this year's figures, we require 300 pre-HST Season's Passes and 50, HST passes. Similarly, 1000 pre-HST day-launches and 2000 HST passes.

We recommend that Finance closely study this whole question and determine an increase in the July launch fee that does NOT require the operators to carry pennies, nickels and dimes.

d) **Paid parking.** The on again, off again implementation of this experiment was detrimental to enforcement because returning visitors tended to ignore the signage. Otherwise, on a normal, 100-boat weekend with two people working, it was impossible to police with most of the effort telling people it was paid parking, and then having them drive off. It was easier with three people working, but the day's total parking income did not equal the extra wage.

The absence of the Bylaw Control Officer for two weeks in July and most weekends meant there was no "or else" to enforcement. So if you missed some pulling into the paid spots—they were there for the day for free with no consequences.

We recommend that, if Council wishes to extend the experiment, the signage be in place from the May long-weekend until Labour Day and that the BLO work weekends.

Larry Burk

From: Mindy Smith [smithm@portcoquitlam.ca]
Sent: Tuesday, November 10, 2009 5:47 PM
To: howard.carley@anmore.com; lfloyd@belcarra.ca; lgscott@belcarra.ca; cao@bimbc.ca; hslegtenhorst@bimbc.ca; Rick.Earle@burnaby.ca; Robert.Moncur@Burnaby.ca; monteith@chilliwack.com; pclark@city.whiterock.bc.ca; kvance@civicnet.bc.ca; bthemens@cnv.org; ktollstam@cnv.org; jdumont@coquitlam.ca; psteblin@coquitlam.ca; wmah@district.kent.bc.ca; dstuart@dnv.org; gkingston@fvr.bc.ca; pgipps@gibsons.ca; lisa.godenzie@gov.bc.ca; Sheri.Landles@gov.bc.ca; info@harrisonhotsprings.ca; lburk@harrisonhotsprings.ca; bwoodward@hope.ca; dleite@langleycity.ca; fcheung@langleycity.ca; jrule@mapleridge.ca; pgill@mapleridge.ca; grobertson@mission.ca; Kbjorgaard@mission.ca; lpilon@pemberton.ca; drear@pittmeadows.bc.ca; jrudolph@pittmeadows.bc.ca; Tony Chong; gduncan@richmond.ca; pcarlyle@richmond.ca; john.france@scrd.bc.ca; rbremner@sechelt.ca; kramsay@squamish.ca; mddinwoodie@surrey.ca; vnwilke@surrey.ca; rickbeauchamp@telus.net; mbakken@tol.bc.ca; bbarratt@whistler.ca; B Macpherson
Subject: Response to Province regarding Prime BC
Attachments: 2009-10-06 AR24991 Kash Heed.doc

Good Afternoon,

Please find attached a letter the City of Port Coquitlam has drafted and is ready to send to Minister Kash Heed regarding the downloading of Prime-BC operating costs to municipalities.

We are hoping your municipal Councils could join with us in this communication. Please review with your Councils and let me know if your municipality would like to add their support.

I'm hoping to send the letter out at the end of the month. Your support is appreciated. Please let me know by Friday, November 27th.

Thank you for your consideration.

Mindy Smith, CA-CIA, MBA
 Director of Corporate Services
 City of Port Coquitlam
 2580 Shaughnessy Street
 Port Coquitlam, BC V3C 2A8
 Phone: (604) 927-5211
 Fax: (604) 927-5402
 email: smithm@portcoquitlam.ca

FILE #	DATE
1400	NOV 12 2009
<input checked="" type="checkbox"/> DAO	<input type="checkbox"/> ACCTS <input type="checkbox"/> P/R
<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	<input checked="" type="checkbox"/> COUNCIL
TAX	
ITEM A (B) C	
COUNCIL AGENDA	
DATE NOV 16/09	
	INITIAL <input type="checkbox"/>
ITEMS: A - REQ, ACTION; B - INFO - W/RESP; C - INFO ONLY	

November 30, 2009

Minister Kash Heed
Solicitor General, Province of BC
PO Box 9053 Stn Prov Govt
Victoria BC V8W 9E2

Dear Minister Heed,

**Re: Police Records Information Management Environment of British Columbia
(PRIME-BC)**

We are in receipt of your letter dated September 22nd, 2009 and appreciate your correspondence regarding the success of the PRIME-BC initiative for police records management. We are pleased with the Province's contribution to the project and the project's success.

I am writing today to request reconsideration of passing the operating costs onto municipalities. From our understanding PRIME-BC was introduced as a 'no-cost-to-municipalities' initiative. Those of us who were present when your predecessor announced this Provincial Initiative would recall vividly, Mr. John Les' announcement that this project will be totally funded by the province and not local government. Since its introduction, the costs have slowly transitioned to local governments based on what appears to be a decision by a Board of Directors that does not have municipal representation. We believe there needs to be sufficient municipal representation on the Board to be heard. As you may appreciate, introduction of costs while others manage the cost drivers isn't an appropriate allocation of accountability.

This past week at the 2009 Union of British Columbia Municipalities Convention, the members unanimously approved Resolution #B26 'Pushback on Downloading and Offloading' indicating the membership is very supportive of the need to manage our finances by not assuming the province's areas of responsibility. In the same conference, the membership voted in favour of having municipal representation on the PRIME-BC Board. With these directives, we believe we need to assess the PRIME-BC program in its entirety to understand the legislated area of responsibility, our current practice and allocate costs according to responsibility areas.

In the interim, we ask that the Province refrain from increasing PRIME-BC costs in 2010 until such time that a municipal voice is introduced on the Board and an assessment is done on areas of responsibility. We believe it is most appropriate that the Province assumes full responsibility for PRIME-BC since it is a provincial initiative, assists with cross-jurisdictional issues and also

November 30, 2009

PRIME-BC

Page 2

benefits the province. After all, this was the intent, if not commitment, on the part of the Province when PRIME-BC was introduced several years ago.

We appreciate your time and look forward to a response to our letter. If you have any questions, please do not hesitate to contact myself at (604) 927-5416.

Sincerely,

Greg Moore
Mayor

On Behalf of:

City of Port Coquitlam
City of



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** November 12, 2009
FROM: Larry Burk,
 Chief Administrative Officer **FILE:** 3320-20-11
SUBJECT: Conversion of the current Executive Hotel to a Strata Hotel
 190 Lillooet Avenue

RECOMMENDATIONS

THAT Council receives this report;

THAT staff prepare and present a Certificate of Approval under Section 242, Regulations Section 14.5(4) of the *Strata Property Act* to approve the proposed subdivision when the following issues have been considered:

- a) the life expectancy of the building;
- b) the projected maintenance costs of the existing building;
- c) structural and fire safety requirements bring the existing building to current code standards;
- c) servicing requirements meet the current zoning;
- e) architectural requirements meet current development permit and design guidelines; and

BACKGROUND

Proposal: The applicant proposes to convert the existing 88 room hotel into separate strata titles for the purpose of selling them as separate strata units. (For the purposes of this report it is assumed a full conversion ie: all 88 units).

Applicant: Mr. R. S. Malik (President)

Owner: Khalsa Developments Ltd.,
1030 Hamilton St.,
Vancouver, BC V6B 2R9

Legal Descriptions: Parcel 1, Sec 13, Twp 4, Range 29, Meridian W6, New
Westminster District Plan LMP 26379

OCP: Village Centre

Present Zoning: C1 (Village Commercial Zone)

Surrounding Uses: N: across Lillooet - Canada Post Office;

S: 170 Cedar (River Wind) - 16 strata units, and 186
Cedar is 12 strata units; (see figure 1 & 2)

E: Zee's Gas Bar and convenience store (See Figure 7)

W: Comai Building is 18 strata units (See Figure 3)

Site Description: The subject property is basically 100% covered by the Executive
Hotel building. Building features include a small internal court
yard with minimal landscaping. Entrance and exit from
underground parking lot is off Lillooet. The streetscape
frontages are 1.5 m wide concrete sidewalk on Cedar, no
municipal sidewalk on Lillooet, barrier curbs and gutters on
Cedar, roll over curbs and gutters on Lillooet, no ornamental
street lighting and 1.2 m boulevards with street trees. (See
Figure 3, 4, 5, 6).

BACKGROUND

On April 11, 2008 Mr. Malik wrote to Mayor and Council asking for support to convert the Executive Hotel into a strata hotel.

April 14, 2008 a report to Council from the CAO recommended seeking a legal opinion on the proposal vis a vis the Provincial/Federal law suit financial issues. The recommendation was not approved.

A report to Council dated May 27, 2008 (Council mtg. June 2, 2008) recommended responding to the owner that although the proposal was not contrary to the zoning bylaw, Council reserve further comment until they had reviewed a Disclosure Statement; and that a restrictive covenant limiting the owners' use of the units (no details) be negotiated. Council resolved instead to respond to the owner indicating that Council did not support the proposed conversion.

On July 15, 2008 the Village received a letter from Archery Realty Ltd. in support of the proposed conversion. The letter expressed an opinion from the writer that there would not be an adverse impact on property taxes if the hotel was converted to a strata hotel/condominium style building.

On July 31, 2008 a letter was sent from the Village to the BC Assessment Authority's Area Assessor requesting information on whether a conversion would have any tax implications for the Village. There was some concern that the change in use might have a negative property tax implication as well as a concern for potential loss of hotel tax revenue.

An email received from Mr. Doug Williamson, BCAA Area Assessor on August 11, 2008 provided an opinion. An excerpt in that email stated that:

".....we would first like to take the opportunity to alert you to the fact that although the Executive Hotel is currently in Class 6 – business and other – if the manner in which the rooms or some of them are offered for rent changes, there is a potential that the property class could be split between Class 1 – residential and Class 6. Where a hotel has rooms dedicated exclusively to monthly rentals BCAA will place a proportionate amount of the property in Class 1 to reflect this residential use....."

It was not immediately apparent to BCAA that the Village would suffer a loss in property taxes as a result of conversion.

A strata accommodation property is defined in s.19(1) of the *Assessment Act* as a strata lot in a strata plan that includes 20 or more strata lots and which are rented or offered for rent as overnight accommodation for periods of less than 28 days for at least 20% of the 12 month period ending June 30. Strata lots that do not meet this definition fall entirely within Class 1.

Based on the Archer letter, BCAA thinks the strata lots will constitute "strata accommodation properties". Strata accommodation properties will only qualify for a Class 1/Class 6 split if they meet the additional requirement set out in the *Prescribed Classes of Property BC Reg. 438/81*. There are personal use and reporting requirements that must be met.

Further, the benefit of a partial residential classification will be denied to any owner (or in case of corporation; affiliated owner) who owns more than 14 strata lots within a strata plan. There again it is impossible to predict whether the strata lots would qualify for a split classification.

If all the criteria for split classification are met, the value of the strata lots will likely be split between Class 1 and Class 6. The split would be based on the usage statistics reported by the owners. This is impossible to predict in advance or even from year to year. But it does not necessarily follow that the Village will suffer a tax loss by reason of a partial shift to Class 1.

If the units are converted to strata lots, the Executive Hotel will likely be valued on a different approach. Strata lots are generally valued using the direct comparison approach as opposed to the income approach. It is possible that the overall value of the Executive Hotel may increase. It is possible that the increase in value may offset some or all of the loss resulting from a shift in property class.

Again, it is impossible to predict as there is no way of confirming the level of demand for the strata lots/units or the sale prices that may be achievable.

A comparison with the Harrison Beach Hotel assessments is not reliable as some of its units provide significantly different property characteristics (ie: waterfront location, views, and kitchenettes). More importantly, the Harrison Beach Hotel was marketed as a 'fractional interest' development (1/3 share ownership). There is no mention of fractional interest marketing for the Executive Hotel in the Archer letter.

Finally, the Archer letter does not clearly indicate that all 88 rooms will be converted into separate strata lots. For purposes of opinion, BCAA assumed that the strata plan would be more than 20 strata lots.

BCAA also assumed, based on the Archer letter, that the strata lots would be rented or offered for rent on a short term basis (e.g., for periods of less than 28 days) for at least 20% of the year. And the Archer letter appears to state that the owners will be able to use their strata lots for 4 weeks each year.

ANALYSIS

1. The Official Community Plan (OCP) places the property within the Village Center land use category. The OCP policies support tourist accommodation uses. The current 88 unit hotel contains a lounge/bar with a limited food service menu but no designated restaurant. The current use as a hotel is supported by the OCP and zoning. A strata hotel may be interpreted to meet the policies of the OCP, however due to the very limited commercial space on the ground floor; it may be interpreted as being very limited if not contrary to the intent of the OCP and zoning bylaws.
2. The lounge/bar has a current liquor primary license with patron participation approval meaning that there can be liquor service in other areas of the building such as convention/meeting rooms for weddings and receptions etc.
3. The major planning issues to be addressed in reviewing this application are:
 - (a) An aesthetic concern as the property is located in a high profile gateway area. Any external improvements to meet policies and Design Guidelines as expected or stipulated in the OCP will require a Development Permit (DP); and
 - (b) Do the existing number of off street parking spaces and community utility services accommodate the designation of "multi-family" under

the current zoning bylaw. Additions or alterations may require security and/or engineering design and construction prior to approval.

4. The major building and engineering issues to be addressed in reviewing this application are:
 - (a) Council must ensure that the expected maintenance costs associated with moving into or buying into a building that is not new are either limited, eliminated and fully disclosed to prospective owners.
5. Typically when a property is located within 800 m of a Provincial highway, and is a commercial project over 4,500 sq. m., Ministry of Transportation (MoT) approval of the Development Permit is required. In this case this is not a commercial operation however the change in use is worthy of at least notifying the Ministry for information purposes. If they do have any comments it would be better to receive those as soon as possible rather than well into the process.

Visually Appealing Gateway

6. The subject property is located within the Lakeshore Development Permit area and encourages visually attractive commercial development, which promotes compatibility between commercial and other adjacent land uses. Before a building permit is issued, a Development Permit for form and character must be issued. No DP has been applied for as of yet as we have not determined if there are any improvements that would, could or should be required.
7. The means to ensure the aesthetics of the Hot Springs Road gateway on this site would include excellent architectural design and judicious landscaping. The property has a partial view of the lake from the north side and good exposure to Mt. Cheam from the south and east side of the building. The current building design is less than spectacular. Whether or not improvements can be required or are necessary would be made by staff after determining if Council is able to consider reviewing the proposed conversion. Whether or not these improvements can be made economically would have to be determined by an architect.
8. The exterior finishing consists of limited quality materials and virtually no glazing. Architecturally pleasing and exciting finishes acceptable in today's markets include things like extensive glazing, granite, and polished aluminum. Appealing roof lines are also used extensively to improve the appearance of buildings. Also, high quality finishes would be typical of all elevations on any new buildings in this location and under the current design guidelines.
9. Conference/meeting facilities are a significant economic generator for the Village. The Economic Development Commission should consider if any improvements for the conversion might include retention or improvement of any existing conference/meeting spaces within the building. Certainly it

would be a loss if existing conference/meeting spaces might be lost with the conversion. Retaining these facilities must be incorporated in the disclosure for ownership if conversion goes forward. The Village is underserved in the hotel and meeting room market. The result is that potential business may not be able to be accommodated here that might otherwise consider coming to our community. The hotel is consistent with the Village's tourism expansion objectives.

10. Staff advises that the building must meet current Fire Code standards prior to approval of the subdivision plan including but not necessarily limited to:
 - (a) The strata hotel concept and associated security issues and egress requirements will need to be addressed;
 - (b) Fire Department access route to the principal building entrance must be located between 3 m and 15 m from the building;
 - (c) Fire Department access route to the principal building entrance from a fire hydrant must not exceed 90 m for buildings without a Fire Department connection;
 - (d) Fire Department access route must be designed so that there is an unobstructed path of travel (maximum 45 m) from the Fire Department pumper to the Fire Department connection;
 - (e) Adequate access, grade, widths and turning radius (clear width of not less than 6 m, minimum 3 m clearance from any building), centerline radius of not less than 12 m, overhead clearance not less than 5 m, a change in gradient not more than 1 in 12.5 over a minimum distance of 15 m and support a weight of 36,000 kg are required;
 - (f) Adequate fire flows to Fire Underwriters Survey standards are required;
 - (g) The Fire Department shall provide input on any new hydrant location;
 - (h) A fire hydrant must be within 75 m of all possible building sites and within 150 m of the exterior perimeter of the building other than a single-family or duplex dwelling that is sprinklered; and
 - (i) The Fire Department input on location of remote sprinkler Fire Department connection will be required.
11. The property is not located within an Environmental Development Permit Area and is not adjacent to any watercourses.
12. An engineering review of the works and services necessary to support this application shall be completed prior to approval. Any improvements will be the responsibility of the owner prior to approval.

13. In addition to the above comments, the developer is responsible to adhere to all other legislation, which may apply to the land, including:

- (a) Complying with all applicable Village bylaws, such as Official Community Plan Bylaw 864, 2007, Subdivision and Development Bylaw 578, 1993, Building Bylaw 581, 1993, Sign Bylaw 479, 1988, Development Cost Charges Bylaw 763, 2000 administered by the Village; and
- (b) Obtaining all other necessary approvals and permits on such terms as they may be issued, including but not limited to a development permit, building permit, Ministry of Health permit and Ministry of Transportation approval.

SUMMARY AND OPTIONS

Staff could support the proposed conversion provided it has no negative impact to taxes and the owner voluntarily agrees to provide improvements, changes or modifications as may be generated from reports and requirements noted above.

It can be interpreted also that the type of use – strata hotel - meets the intent and objectives of the Official Community Plan in that:

- (a) the proposed strata conversion should serve to strengthen and provide further diversity to the local economy;
- (b) if applicable and agreeable, improvements to the exterior elevations and streetscape including landscaping, are positive moves toward objectives of the design criteria and OCP gateway policies.

Council may also choose to receive the report and refer to staff or APC and/or EDC for further comment.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

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FIGURE 1

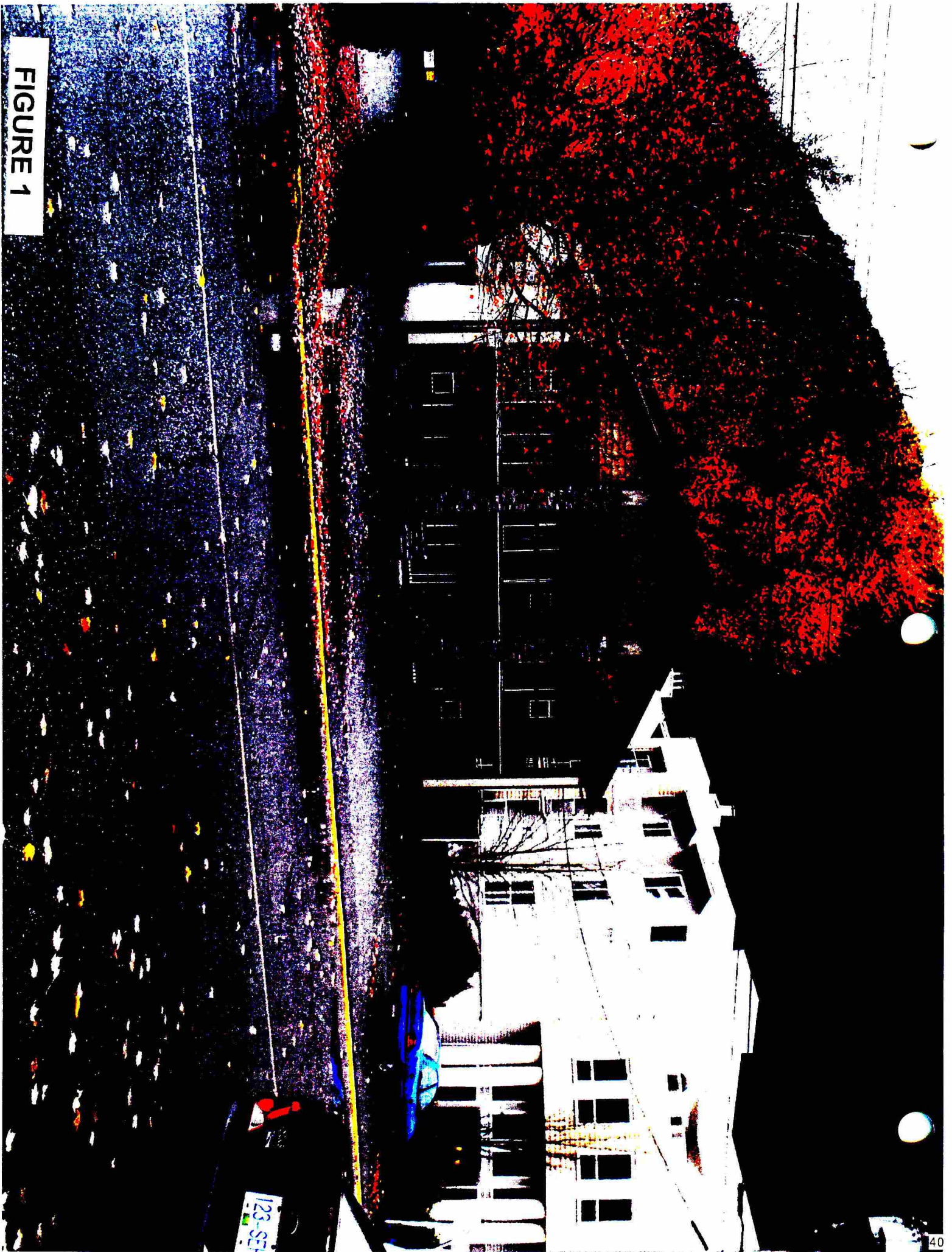


FIGURE 2

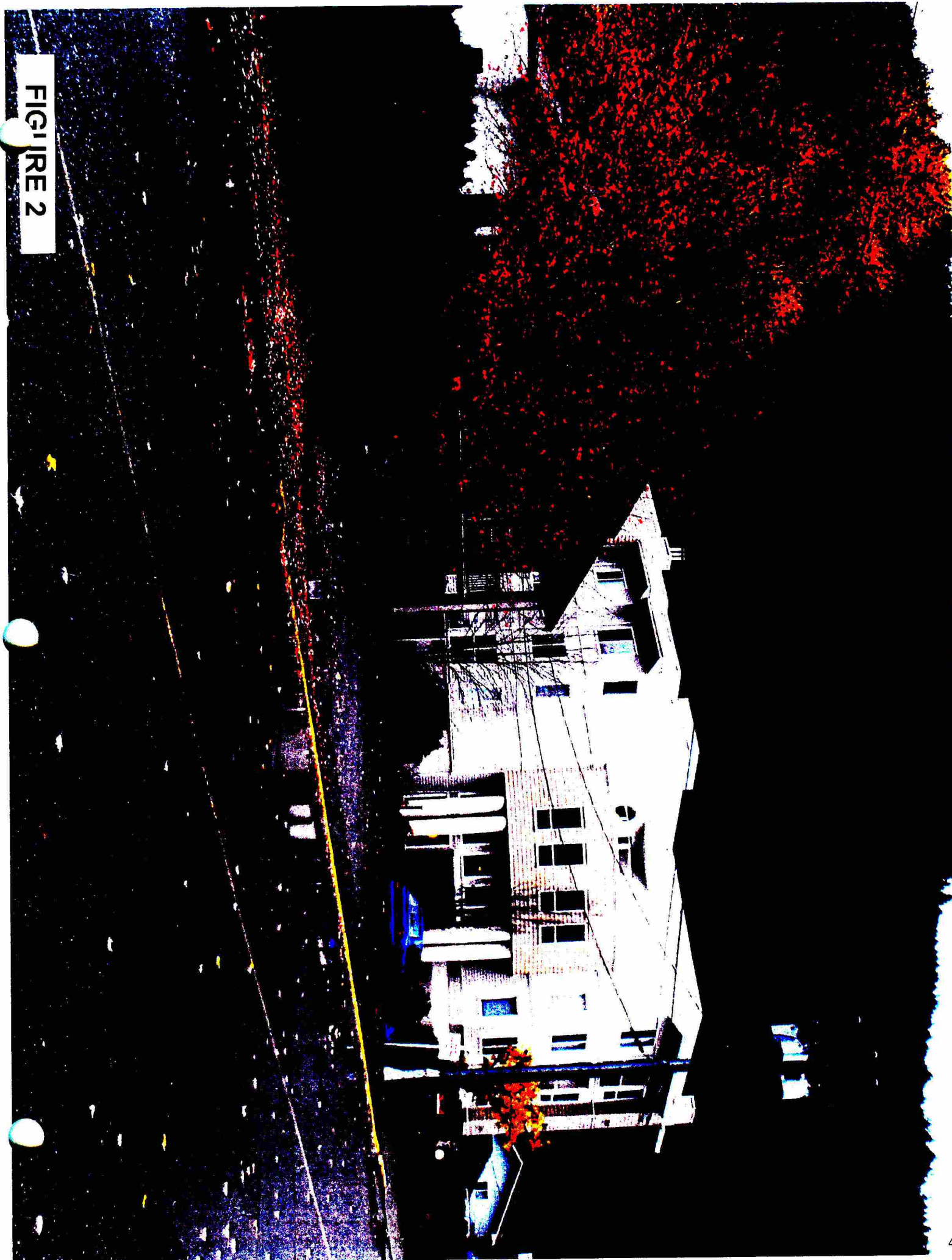




FIGURE 3

FIGURE 4

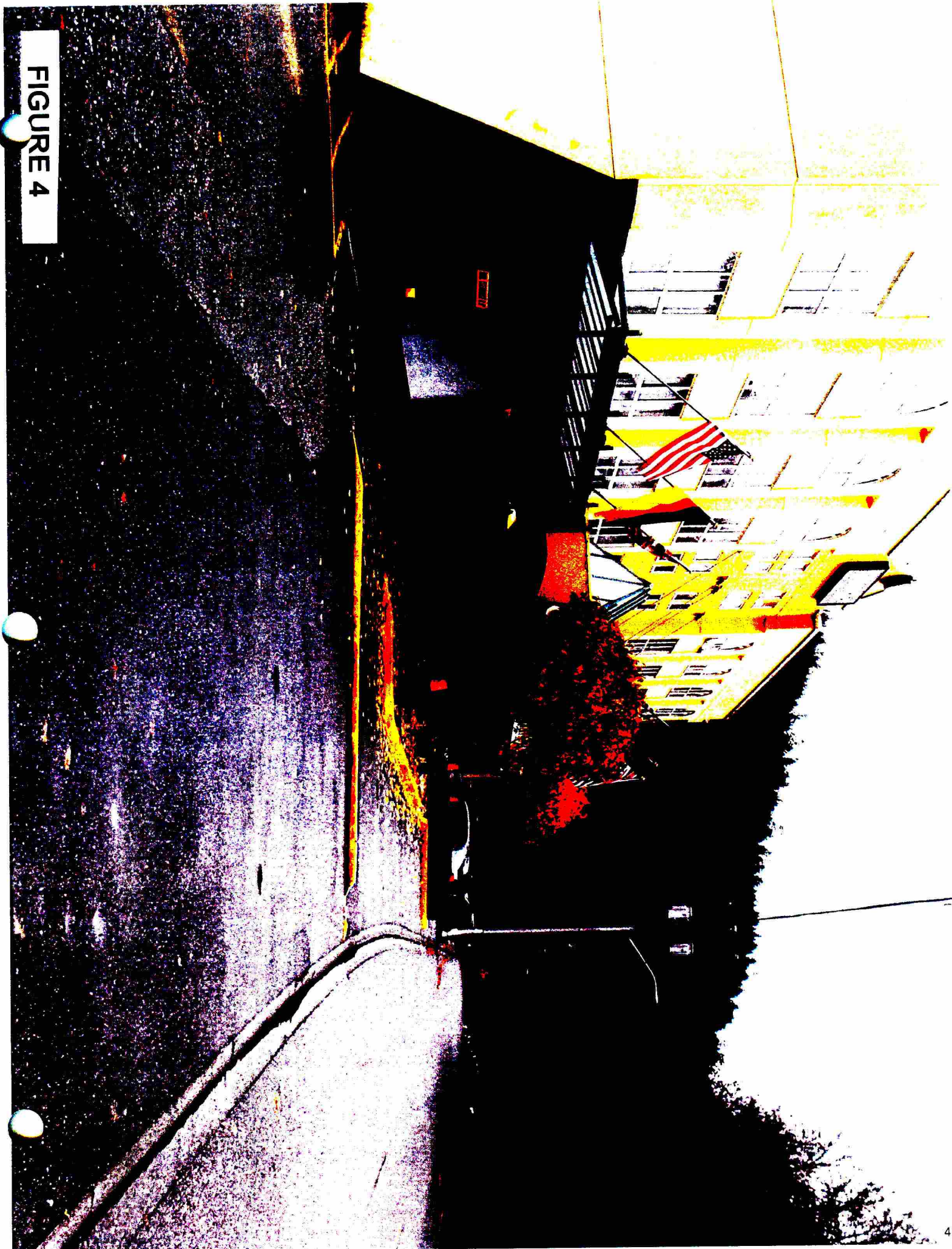


FIGURE 5

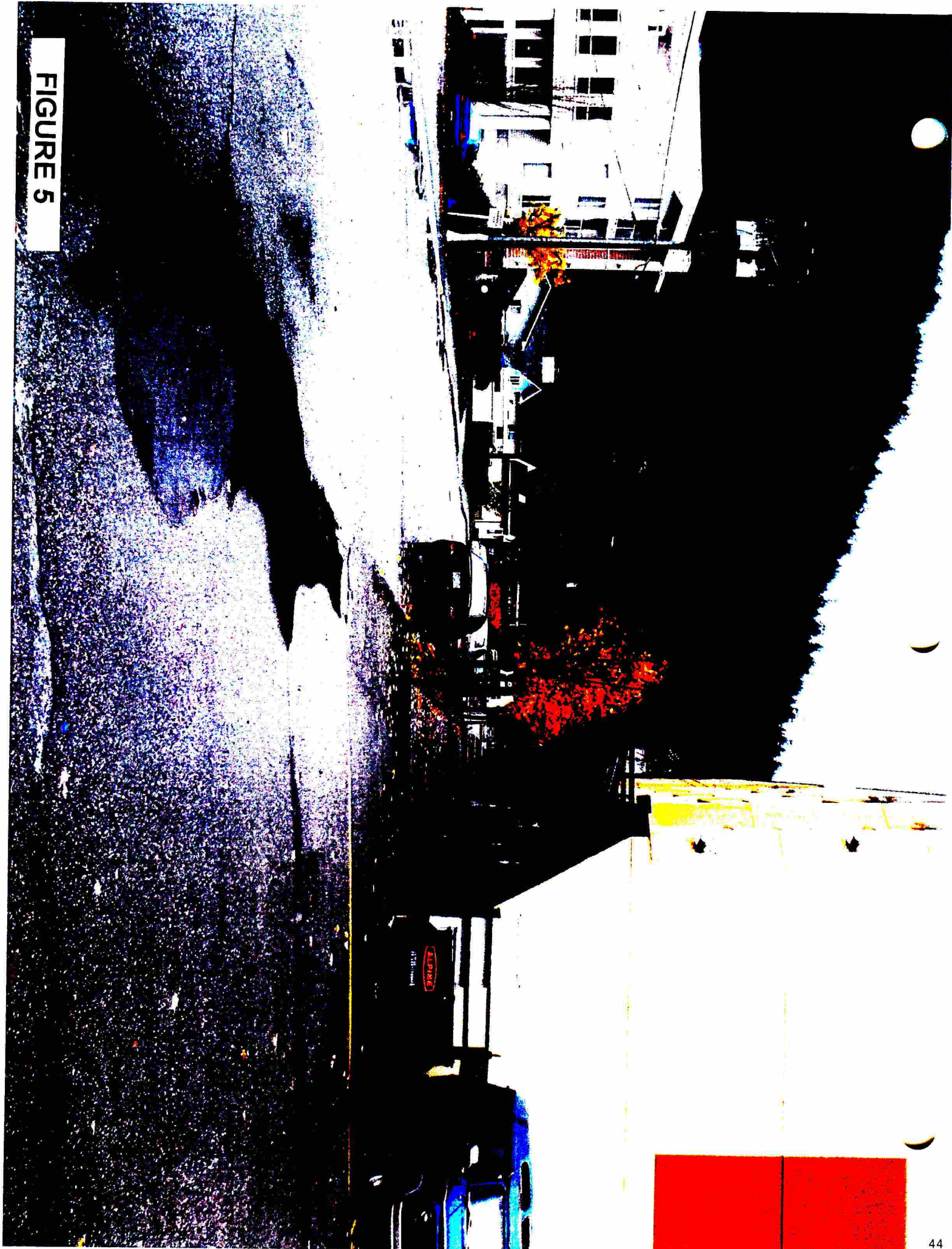




FIGURE 6



FIGURE 7



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: November 10, 2009

FROM: Larry Burk, FILE: 2240-20-42/1840-03-02
Chief Administrative Officer

SUBJECT: Resort Municipality Tax Transfer Program and
Additional Hotel Room Tax Program

RECOMMENDATION:

THAT the Tax Policy Branch of the Ministry of Finance, Minister of Finance, Minister of Community and Rural Development and Premier be implored to continue the Resort Municipality Tax Transfer Program and Additional Hotel Room Tax program as currently designed following implementation of the Harmonized Sales Tax.

BACKGROUND:

On October 22, 2009, the Director of Finance participated in a conference call with representatives from the 13 designated 'resort municipalities' in the province and the Tax Policy Branch of the Ministry of Finance. The call was convened to discuss the implications for local tourism funding and the implementation of a harmonized sales tax (HST) scheduled to occur on July 1, 2010.

Upon implementation of a HST the *Hotel Room Tax Act* will be repealed. At present, the *Hotel Room Tax Act*, that imposes an 8% provincial tax on the price of all tourist accommodation consumed in the province is the funding vehicle for the Resort Development Strategies that are now in place in each of the 13 designated resort municipalities.

Through funding agreements with each municipality the Province provides a portion of the 8% provincial tax for local tourism infrastructure, programs and services. The funding program (Resort Municipality Tax Transfer Program – RMTTP) was developed in recognition of the unique costs and issues that face resort regions and the inability of the traditional property value tax to fund desired tourist infrastructure and amenities and to grow the local tourism economy.

Competitor communities in other jurisdictions have access to a broader range of financial tools to provide tourism infrastructure and amenities. That puts BC resort

communities at a competitive disadvantage and the RMTTP was intended to, at least in part, address that.

Under the HST, the tax on tourist accommodation will be reduced from 8% to 7%. Although the HST will be applicable to a number of tourist products consumed (e.g. restaurant meals, lift tickets etc.) that are currently exempt from the Provincial Sales Tax the Province is unsure if overall HST revenues will equal current PST and Hotel Room Tax amounts in resort regions because the tourism business operator will be eligible for tax credits on HST payments.

Funding for local tourism marketing is provided to Tourism Harrison under authority of an Additional Hotel Room Tax (AHRT) Regulation pursuant to the *Hotel Room Tax Act*. Under the Regulation, an additional 2% tax is charged on the price of tourist accommodation and that amount is remitted to Tourism Harrison for tourism marketing.

The Ministry of Finance has indicated that they will permit the AHRT to be collected for one year after the implementation of the HST (until June 30, 2011). They are seeking input regarding the future of the AHRT program. It should be noted that the implementation of an AHRT program in resort regions is currently one of the key eligibility criteria for participation in the RMTTP.

From the conference call we determined that the Ministry was seeking input in regards to the following questions:

1. *Is the additional hotel room tax (AHRT) an effective program for funding local tourism development? Why or why not?*
2. *Could the AHRT be improved? If yes, how?*
3. *Are there better alternatives to the current program? If yes, what are they and why?*
4. *Some concerns have been expressed about how the local tourism marketing revenues are spent. Regardless of the funding model, should there be more stringent rules or guidelines regarding how the funding can be spent?*
5. *Should DMOs be more accountable to local governments and the accommodation sector for spending and business plans?*

Suggested responses with respect to Harrison Hot Springs:

1. *Is the additional hotel room tax (AHRT) an effective program for funding local tourism development? Why or why not?*

In Harrison the AHRT has been in place since August 2007. The funds collected pursuant to the regulation are remitted to Tourism Harrison for tourism marketing. While the organization is relatively new it is establishing its presence in the competitive global market place and promoting Harrison as a destination of choice for visitors and tourists.

The AHRT program is effective in that it provides a locally-focused organization with a clear mandate of visitor/tourist promotion and creates the potential to reward those efforts with increased revenues achieved via a greater number of visits, longer stays and increased yield from tourist accommodation properties. The direct connection

between the visitor/tourist stay and revenues creates an incentive based system that rewards effective efforts.

2. Could the AHRT be improved? If yes, how?

As noted above, the AHRT is an effective program, paid for by the visitor that rewards successful marketing efforts and provides a locally-focused tourism marketing organization for Harrison. The AHRT program should be continued, subject to local support from the accommodation sector. At the moment this is provided for in five year increments.

3. Are there better alternatives to the current program? If yes, what are they and why?

The current AHRT program is effective and enjoys local support. In the current economic climate and with increased competition for visitor/tourist dollars, continuation of the program is more important now than ever.

4. Some concerns have been expressed about how the local tourism marketing revenues are spent. Regardless of the funding model, should there be more stringent rules or guidelines regarding how the funding can be spent?

It is clear, and understood, that the AHRT revenue is to be expended solely on tourism marketing. Tourism marketing organizations require a degree of flexibility within a framework to respond to changing market conditions, consumer preference and opportunity.

Tourism marketing organizations are led by groups of industry stakeholders with direct experience and interest in the tourist industry who will ensure that appropriate and strategic expenditures are made from available revenues.

5. Should DMOs be more accountable to local governments and the accommodation sector for spending and business plans?

Under the current system, tourism marketing organizations are accountable and dependent upon the continued support of the accommodation sector. That support must be renewed every five years for continuation of an AHRT program. That dependency ensures accountability by the organization to the accommodation sector or the main source of the organization's funding will disappear.

As noted above, tourism marketing organizations are usually governed by industry stakeholders and the accommodation sector is usually well represented on their boards. Tourism Harrison's board structure ensures significant representation by the accommodation sector (*an 8 member board including four board members from the accommodation sector, one representing the Village and one member appointed by the other board members irrespective of industry association (may be another representative of the accommodation sector) and therefore presents accountability.*

The AHRT regulation for Harrison was implemented by adoption of a bylaw on April 15, 2006. Consultation with the accommodation sector occurred over a period of one year and resulted in the support of that bylaw. At the February 6, 2006 meeting of the Economic Development Committee, a recommendation was made for Council to approve the 2% Hotel/Motel Room Tax. The Province remits the AHRT revenue

collected to the Village who in turn forward that revenue to Tourism Harrison under the terms of a funding agreement entered into between those parties.

In this way the Village ensures that Tourism Harrison's spending and business plans are in accordance with their funding requirements. That funding agreement requires annual reporting and the submission of an annual budget for approval by the Village each year. The agreement provides a dispute resolution process in the event the Village does not approve the organization's annual budget and expenditure plan. The agreement further provides that a representative of the Village may have access to the books of account and records of the organization. Under the terms of the agreement, Tourism Harrison is very accountable to the local government.

CONCLUSION:

The RMTTP is the result of years of collective lobbying and effort by the Resort Community Collaborative to have the Province recognize the unique challenges and opportunities faced by resort communities and regions. The Program was developed in response to the traditional property value taxes' inability to fund needed tourism infrastructure, programs and services and to address the competitive disadvantage that BC resort regions face vis-à-vis competitor communities in other jurisdictions. The Program is consistent with the Province's goals of growing the tourism economy and creating jobs and investment and aligns with stated resort community goals and objectives supporting that end.

Despite the implementation of the HST, we feel that it is imperative that the RMTTP and the AHRT program to fund tourism infrastructure, programs, services and marketing be continued as currently designed in order for us to survive in this competitive market place as well as for the sustainability of our Village.


The additional targeted revenue received via the RMTTP makes it possible for us to make much needed investments into tourism infrastructure, programs and services that other local taxation cannot support.

As currently designed, both programs create an incentive-based system that will reward prudent investment and expenditures paid for by the visitor, that will grow the tourism economy and meet visitor expectations in Harrison and in all other collaborative communities. These investments not only benefit the visitor but the local community by providing enhanced, sustainable recreational amenities, programs and services as well as creating jobs.

Respectfully submitted for your consideration



 Larry Burk
 Chief Administrative Officer



 Dale Courtice
 Director of Finance



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** November 10, 2009
FROM: Director of Finance **FILE:** 2240-20-57
SUBJECT: Dissolution of Joint Divestiture Account

RECOMMENDATION:

THAT Council approves the signing of appropriate documents by the Director of Finance in order to dissolve the joint divestiture account; and

THAT Council approves the deposit of the Village's share of divestiture funds into a separate account in the name of the Village of Harrison Hot Springs.

BACKGROUND:

Transport Canada has requested that the Village and the District of Kent dissolve the joint bank account with respect to the funds that are currently being held jointly with respect to the breakwater and the wharf. In order to extend the Contribution Agreement with Transport Canada it is necessary to have the joint account dissolved. Currently the Director of Finance and the former Mayor, Leo Facio are authorized signatories for the Village. The account signing authority agreement states that one person from the Village and one from the district of Kent are required to jointly sign on any transactions with regards to withdrawals or deposits. Once the account is dissolved the signing authorities currently on file would be terminated, therefore it is recommended that the Director of Finance proceed with signing the necessary documents along with the District of Kent's authorized representative.

Respectfully submitted for your
consideration;



Dale Courtice

Director of Finance



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Nov 10, 2009

FROM: Larry Burk,
Chief Administrative Officer **FILE:** 5600-04

SUBJECT: Engineering Cost increase for Reservoir

RECOMMENDATION:

THAT Council approves an increase to the engineering costs in the amount of \$22,500.00 due to a change in the original scope of works at for the water reservoir.

BACKGROUND:

The original engineering cost for the work at the reservoir was provided by Dayton & Knight at \$146,690.00. The addition of the geotechnical work was approved for a new engineering budget of \$193,600.00.

Extra engineering included:

- (a) enlarging the excavation – bulk handling and disposal of rock;
- (b) higher blasting costs as a result of increased area as well as discovering that the rock was much harder than originally set at tendering stage;
- (c) 6 more weeks of monitoring and inspection services;
- (d) changes to the foundation due to over blasting for larger area around the tank works;
- (e) new access (stairway) design due to the foundation and location of the tank changes;
- (f) reviewing and re-engineering rock wall stabilization and sheer control requirements for safety as well as fall protection potential at the interface with the tank;

- (g) rock bolting engineering and certification;
- (h) 6 added weeks of consultation, inspection and monitoring during extra blasting, rock bolting work; and
- (i) engineering for consultation and upgrading the pumps at the beach pump station including design work to add one pump to the station.

BUDGETARY CONSIDERATIONS:

Description	Budget
Original budget	\$1,570,000.00
2009 Capital Budget addition	\$ 60,000.00
Updated total budget	\$1,630,000.00
Invoiced and expenses to end of contract	
October invoicing	\$ 52,638.00
Beach Pump Station upgrade	\$ 94,176.75
Electrical improvements at beach PS	\$ 6,000.00
Additional controls for beach PS	\$ 2,500.00
Additional engineering	\$ 22,500.00
Invoices paid to date	\$1,413,171.36
Total updated expenses to end of project	\$1,590,986.00
Balance	\$ 39,014.00


POLICY CONSIDERATIONS:

Changes to budget or expenses over \$25,000.00 require Council approval. This report provides an update of where we are with respect to the water reservoir. The reservoir itself is now complete and ready for use.

Staff has decided to keep it offline until the completion of the beach pump station upgrades which are scheduled to be complete at the end of the month. Final commissioning and turning over the reservoir to the Village will be scheduled for some time the first or second week of December.

Respectfully submitted for your consideration;


 Larry Burk
 Chief Administrative Officer


 Dale Courtice
 Director of Finance



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: Nov 12, 2009

FROM: Larry Burk, Chief Administrative Officer FILE: 6410

PREPARED BY: Michael Rosen, Planning Consultant

SUBJECT: NEIGHBOURHOOD PLANNING AREA 1
REPORTING BACK ON THE PROPOSED PLANNING FRAMEWORK

RECOMMENDATIONS

- 1) **THAT** this report prepared by the Planning Consultant be received; and
- 2) **THAT** staff be authorized to prepare a bylaw for Council's consideration of first reading that would amend the Official Community Plan by incorporating a land use policy framework for Neighborhood Planning Area 1 based upon the revised land use concept (Land Use Framework Option 3).

BACKGROUND

At the Council Meeting of 10 August 2009, Council:

- a) referred the draft *Planning Framework for Neighborhood Planning Areas 1 & 2* to the Advisory Planning Commission, Economic Development Commission, and other applicable parties for review and comment; and
- b) authorized the holding of public information meetings.

The Planning Consultant had also indicated that a report to Council would be prepared on the results of the referral process and neighborhood meetings prior to proceeding further with the Neighborhood Plan process.

REVIEW OF REFERRAL COMMENTS

The following is a summary of the results of the referral process, the details of which are attached as appendices.

a) Advisory Planning Commission

The Advisory Planning Commission met on two occasions to discuss the planning framework for *Neighborhood Planning Area 1*. At its meeting on 17 August 2009, the Commission discussed a number of issues including secondary suites, bed and breakfasts, preferred locations for and multi family housing. Ultimately the Commission supported Neighborhood Planning Area 1 - Figure 1 with the opportunity to accommodate secondary suites, bed and breakfasts, and a multi family component, provided that total number of units does not exceed the intent of the density suggested in the OCP.

b) Economic Development Commission

The Commission did not raise any issues with the proposed planning framework.

c) Public Information Meeting

A public information meeting was held on 16 September 2009, the notes of which are attached. The following is a list of the comments provided at the meeting:

- i) wondered whether a supply / demand analysis of campground usage had been done in considering the conversion of land zoned C-4 (Tourist Commercial) for residential development;
- ii) will there be green space provided in the new area?;
- iii) do these options incorporate any proposals that have been submitted to the Village?;
- iv) driveway accesses onto Hot Springs Road should be minimized;
- v) the safety aspects of the curvature of and the site visibility along Hot Springs Road need to be considered;
- vi) how far in the future should the Village be looking?;
- vii) concerned about parking and specifically for recreational vehicles;
- viii) someone questioned whether he would be required to develop his land to the higher densities if he did not want to;

- ix) clustering of houses could result in more green space and trees;
- x) redevelopment could increase the Village's tax base;
- xi) need to consider the safety of children walking to school so look at other alternatives to Hot Springs Road; and
- xii) consideration should be given to accommodating seniors housing;
- xiii) a variety of housing types should be incorporated within the plan for the area.

c) Ministry of Transportation

The Ministry provided written comment on the planning framework indicating only that the Village should eliminate direct driveway accesses onto Hot Springs Road where ever possible.

d) Fraser Valley Regional District

As noted in the attached letter from the Fraser Valley Regional District, the FVRD supports the proposed planning framework, as it is consistent with sustainable planning principles and in particular, the principles of the Regional Growth Strategy.

REVISED PLANNING CONCEPT FOR NEIGHBORHOOD PLANNING AREA 1

Based upon the input provided by the Advisory Planning Commission and the comments made at the public information meeting, there appears to be interest in not only accommodating single family dwellings in the area, but also a limited amount of low density multi family housing in the form of ground oriented townhouses. As such, the Planning Consultant and Chief Administrative Officer have created another land use concept for the area, referred to as Land Use Framework Option 3.

The following are the highlights of the revised land use concept as illustrated on the attached drawing (Land Use Framework Option 3):

- i) lands fronting and where there is access only to Hot Springs Road would be designated for either small lot single family housing or low density multi-family development;
- ii) the remainder of the area, including the land adjacent to McCombs Drive, would be designated for single family development with lot sizes similar to that which currently exists in the zoning bylaw;

- iii) buffers would be provided in the form of landscaping along the interface with the surrounding neighborhoods; and
- iv) the housing/lot-size mix would be determined within the context of the Official Community Plan policy framework of not exceeding the density for the entire area of 20 units per hectare (8 units per acre) equaling 175 to 180 units. The newly developable area is calculated at approximately 7.5 hectares, therefore the number of new developable units would be approximately 150 units.

COUNCIL OPTIONS

Regarding next steps in the neighborhood planning process for Area 1, the following options are provided for Council's consideration:

- Option 1: Authorize staff to prepare a bylaw for first reading that would amend the Official Community Plan by incorporating a land use policy framework for Neighborhood Planning Area 1 based upon the revised land use concept (Land Use Framework Option 3);
- Option 2: Refer back to staff to respond to issues solicited from interested applicants on the lands as well as respond to any outstanding issues arising from comments from the public prior to seeking authorization for presenting an OCP Bylaw amendment bylaw; or
- Option 3: Pursue another option as directed or determined by Council.

CONCLUSION

The consultation process on the proposed planning framework for Neighborhood Planning Area 1 has resulted in suggested revisions that will provide for a more diversified neighborhood while at the same time attempting to respect the lifestyle of the residents who currently reside within and adjacent to the area. The Official Community Plan amendment bylaw will not only provide direction on the land use and housing mix, but will also address pedestrian linkages and neighborhood open space issues that were also raised.

After Council has considered the proposed Official Community Plan amendment bylaw, it should be referred again to the Advisory Planning Commission and presented at a second community information meeting prior to the holding of the formal Public Hearing.

Respectfully submitted for your consideration



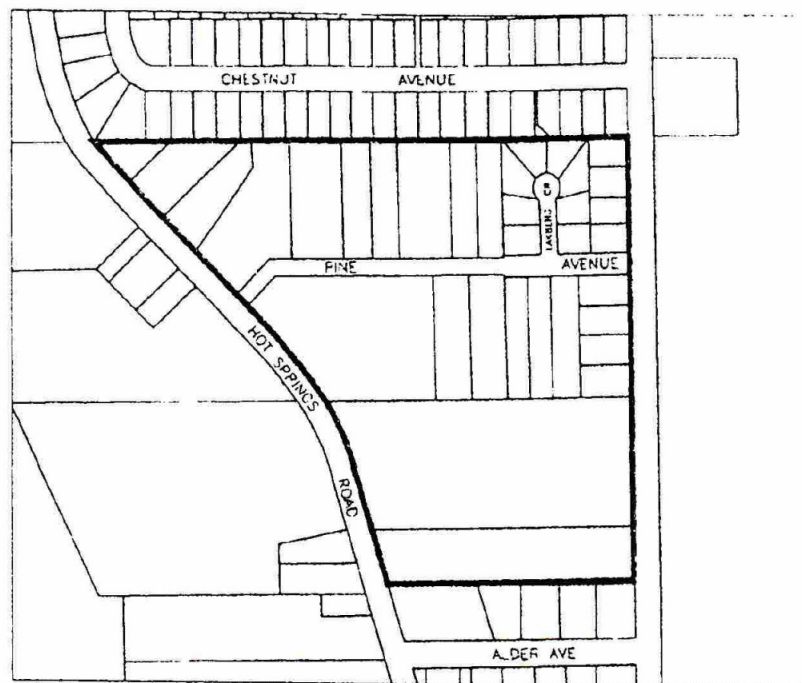
Larry Burk
Chief Administrative Officer

Attachments:

- 1) *Map of Neighborhood Planning Area 1*
- 2) *Minutes from the Advisory Planning Commission Meeting – 17 August 2009*
- 3) *Notes from the Public Information Meeting – 16 September 2009*
- 4) *Letter from the Fraser Valley Regional District – 12 November 2009*
- 5) *Land Use Framework Option 3*

March 13, 2007 - OCP

Figure 1: Neighbourhood Planning Areas



Neighbourhood Planning Area 1



FRASER VALLEY REGIONAL DISTRICT

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

e-mail: info@fvrd.bc.ca

November 12, 2009

File No. 6935-15-006

Mr. Larry Burk
Chief Administrative Officer
Village of Harrison Hot Springs
P.O. Box 160, 495 Hot Springs Road
Harrison Hot Springs, B.C.
V0M 1K0

Dear Mr. Burk:

Re: Neighbourhood Planning Area 1 - OCP

The Fraser Valley Regional District (FVRD) would like to thank you for the opportunity to review and comment on the proposed changes to the Neighbourhood Planning Area 1 in the Village of Harrison Hot Springs' Official Community Plan (OCP).

Upon reviewing the planning framework for the area, the FVRD is pleased to see that Harrison Hot Springs is following an approach consistent with the Regional Growth Strategy (RGS) and is working towards increased residential densities within the Urban Growth Boundary as identified in the RGS, as well as following cost-efficient development principles. In addition to supporting infill development in urban areas, the growth management goals of the RGS also encourage energy efficiency in buildings, a range of housing types that support accessibility and affordability, settlement patterns that encourage walking, cycling and public transit, and a safe and attractive built environment. The FVRD would like to commend your community for its efforts in planning for future community growth using sustainable planning principles, and wish you luck in your efforts.

Thank you again for the opportunity to review and comment the proposed changes to the Neighbourhood Planning Area 1. Please note that these are staff comments and have not been reviewed by the Regional Board. Please do not hesitate to contact me if you have any comments or concerns.

Yours truly,

Siri Bertelsen

Manager of Regional Planning

**VILLAGE OF HARRISON HOT SPRINGS
ADVISORY PLANNING COMMISSION MEETING**

DATE: August 17, 2009
TIME: 4:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Leo Facio (Chair)
Lorne Lees (Deputy)
Raymond Hooper
Brian Bignell
Harvey Ruggles
Alan Birch
Allan Jackson, Councillor

Larry Burk, CAO

Recording Secretary, M. Mucha

ABSENT: Marg Doman

1. **CALL TO ORDER**

The Chair called the meeting to order at 4:02p.m.

2. **ADOPTION OF MINUTES**
☐ APC minutes of
July 21, 2009

Moved by A. Birch
Seconded by R. Hooper

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

CARRIED

3. **DELEGATIONS/PETITIONS**

The CAO reported that Michael Rosen is joining us today as our planning consultant. M. Rosen will ensure we are all on the same page for the process of moving forward with development.

M. Rosen discussed recommendations from the *Neighbourhood Planning Areas 1 & 2 Draft* planning report of August 2, 2009 which was also presented to council last week. OCP provides broad direction of how these areas should be developed. However, there is no reference in the OCP for commercial development.

M. Rosen recommended referring *Neighbourhood Planning Areas 1 & 2* to other applicable parties; such as, the Ministry of Transportation and

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the FVRD for review and comment. A second recommendation was to schedule a neighbourhood meeting for property owners and residents.

The CAO reported that the Ministry of Highways basically do not have any development issues at this time in regards to access; however, their written response is to be solicited. This report has also been passed on to EDC.

4. **CHAIRPERSON REPORT**

The Chair commented on his visit to Garrison Crossings in Chilliwack. The Commission discussed suitability of this type of development for Harrison Hot Springs.

5. **ITEMS FOR DISCUSSION**

☐ Report of CAO –
Neighbourhood
Planning Area 1 -
Initial Draft Report

NEIGHBOURHOOD PLAN 1 – INITIAL DRAFT REPORT

The CAO laid out the planning proposal for Area 1. Discussion included Secondary Suites and B & B's, which are both common in current new development in other communities.

B & B's are currently not permitted in R1 or R3 but can be in R2.

Other concerns included methods for controlling secondary suites. The CAO reported that controlling secondary suites in new development can be managed. The CAO commented that as land value increases, people will look for other ways to help pay mortgages. We can regulate these issues in the future through the use of good bylaw management and by taking advantage of other municipalities' tactics to enforce regulations. Regulations could state the property must be *owner occupied* in order to recognize a suite.

M. Rosen commented that it is important to discuss what we *should* do as opposed to *how* to deal with the mechanics. Regardless, all recommendations will all be brought to Council for approval.

Authorization from council to hold a community meeting has been arranged. M. Rosen made an important point that community meetings do not reflect the neighbourhood and we should concentrate on certain areas and not the entire village.

M. Rosen indicated that amending the OCP would be necessary to provide MF (multi-family townhouses) in the plan. This can be done if supported. The Commission recommended that the blue area in option

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#1 as being MF.

The APC supports Option 1 with the opportunity to accommodate suites, B & B and a MF component, provided that total number of units does not exceed the intent of the density suggested in the OCP.

Motion by R. Hooper
Seconded by B. Bignell

That the Neighbourhood planning Area 1 Option 1 be supported by the APC.

CARRIED

NEIGHBOURHOOD PLAN 2 – INITIAL DRAFT REPORT

M. Rosen has requested that *Neighbourhood Plan 2* be discussed at a later date due to current time constraints.

ALL AGREED

☐ Report of CAO –
Neighbourhood
Planning Area 2-
initial draft report

The CAO stated that when Commission members conduct a site visit of the areas, they should keep in mind the state and age of existing homes surrounding this area.

☐ Report of CAO –
Site Layout at 853 Hot
Springs Road – 2
options

SITE LAYOUT AT 853 HOT SPRINGS ROAD – 2 OPTIONS

The CAO reported on the planning proposals and opened the floor to discuss preferences.

The Commission commented on a 'log cabin style' for a gas station, and suggested options with corresponding fast food restaurants.

- Esso: Tim Hortons
- Chevron: White Spot
- Shell: Wendy's

Any recommendation from the Commission would not include drive-thrus in Harrison Hot Springs.

M. Rosen discussed his thoughts on the plan and stated that great architectural design should include building in the front and push building to the back. Parking spaces should not dominate the visibility of the development. Stone, rock, log, lighting, are all building features to include.

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Option 2 is preferable. Boat sales should not appear on the exterior if possible.

The CAO stated that we do not have restrictions on the type of business/retail store that will be in the new development. If the developer chooses to invest his money into this development, the type of business is his discretion. At this time, we would like to see other options that this developer can bring to the table.

Moved by L. Lees

Seconded by B. Bignell

THAT we ask the developer to provide our Commission with additional options and designs for our new development.

CARRIED

Next meeting will be Tuesday September 22, 2009 4:00pm

Reminders will be sent out by email.

6.

ADJOURNMENT

Moved by A. Birch

Seconded by L. Lees

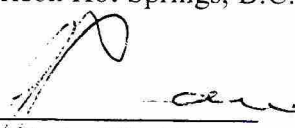
THAT the meeting be adjourned at 5:54.m.

CARRIED

Certified a true and correct copy of the minutes
of the Advisory Planning Commission meeting
held on August 17, 2009 in Council Chambers,
Village of Harrison Hot Springs, B.C.



Larry Burk (CAO)



Leo Facio (Chair)

**VILLAGE OF HARRISON HOT SPRINGS
NOTES OF THE PUBLIC INFORMATION MEETING
NEIGHBOURHOOD PLANNING AREA 1**

“UN-EDITED”

DATE: September 16, 2009
TIME: 7:00 p.m.
PLACE: Council Chambers, Village of HHS

IN ATTENDANCE: Larry Burk, Chief Administrative Officer
Michael Rosen, Planning Consultant

Mayor Becotte, Councillor Harris, Councillor Kenyon,
Councillor Jackson
Recording Secretary, Debra Key

Neighbourhood Planning Area 1

CAO Larry Burk welcomed everyone for discussion and open dialogue to see changes of Neighbourhood Planning Area 1. The purpose is to hear comments regarding areas that might be developed. OCP currently has these planning areas.

Larry introduced Michael Rosen. Michael Rosen, professional planner working for Village for about one year. Provided information on the OCP, essentially adopted by Council and lays out for the community how the community should grow and change over time. The reason to have a plan is to constantly put Council and staff in positions to make decisions on how land is to be developed. This plan provides a framework for Council to make decisions. There are two areas in Harrison that were identified that needed more planning and having potential for increase in density.

OCP identifies change – most people don't embrace a lot of change, especially in small towns. We are at the start of the process. How can this plan can benefit you? Looking for ideas.

Area in total is about 27 acres. Composed of variety of situations. There are some small lots, McCombs has some new houses, some lots are bigger, southern part is more vacant land. Zoning v OCP – OCP identifies areas for change (single family and duplexes), zoning is more specific. There are two zones, residential R2, bottom piece is zone C5. Gave a summary on rezoning. Cannot be rezoned unless the zoning is consistent with the OCP. This contemplates change.....in a neighbourhood. There are 34 existing lots in planning area 1.

What about the infrastructure? How can smaller neighbourhood lots and land how be developed without creating unaesthetic streetscape? What are the important design features? What can we think about to promote sustainability? How will this affect the community?

Questions from the Floor

Q – Do we know what the vacancy are rates for hotels/campgrounds?

A – Hoping that when OCP was done, thought was that there is enough commercial, ok to have it go to another use. CAO says OCP says concentrate on hotel/motel in village centre. They recommend the areas in Village Centre are available to allow us to think options. Councillor Jackson advised occupancy in hotels are quite high. Liz Scotson says OCP says there was a need for a small shopping mall.

Develop a community as a resort community.

VILLAGE OF HARRISON HOT SPRINGS

Q – Where is the allocation for green space? Michael says that when land gets subdivided, an owner must dedicate 5% of their land to the municipality. A lot of communities when increasing density, changing land use and increase values – they are now saying looking for 10%.

Q – see idea behind option #1 – option #2 doesn't see any logic - Michael says it was to minimize the interface.
Q – were the drawings put in place to incorporate current proposals on the table? CAO – says a few proposals are in, but we do not know – we are looking for options.

Q – what is logic for long piece – is to maintain streetscape.

Q – in option #1 possibly 170 housing areas, compared to option #2 at 135 - how are they feeding in to Hot Springs Road? Michael says if houses front Hot Springs Road, perhaps front isn't on the Road.

Q – Contemplate changes to the curve in Hot Springs Road? Larry says will engineer these factors in.

Q – there are quite a few roads on HSR with very limited access

Q – how far ahead into the future do we look? Larry says based on OCP and growth strategy of FVRD is looking toward 2030 what they expect based on trends...looking to amend the trend growth strategy... Michael says over time in communities, the land gets reused. People create the demand for things like schools, commercial, parks to come in.

Q – what about residential parking? any plans for extra vehicle parking – Michael says society accepts that people tend to have more than 2 vehicles. Larry says do you make developments pedestrian friendly or driver friendly?

The Mayor challenged the audience and asked, can we plan a community that will be sustainable in 10 years or 20 years? Will that give us the economy and tax base to keep the infrastructure in place? Can we do that? Is there a magic number to do this? Hear a lot of property owners are summer property owners.

Q – what kind of time frame to implement either option? Michael says a report will go to Council, MoT, FVRD and take it to the next step. Hope to have another meeting to get ideas gathered. There is some urgency to get this plan in place.

Q – My vision is a very green space with lots of trees.

Q – take into consideration walkways for school children.

Q – when looking at OCP – you have 2 different sizes of lots – consideration should be given to elderly people
Michael – are you thinking of individual houses or attached format? Higher density model of seniors housing should be closer to town centre, lower density would be here.

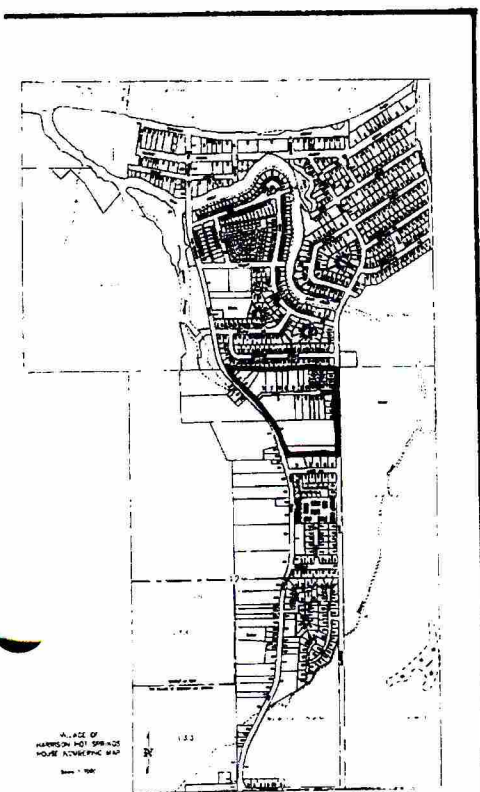
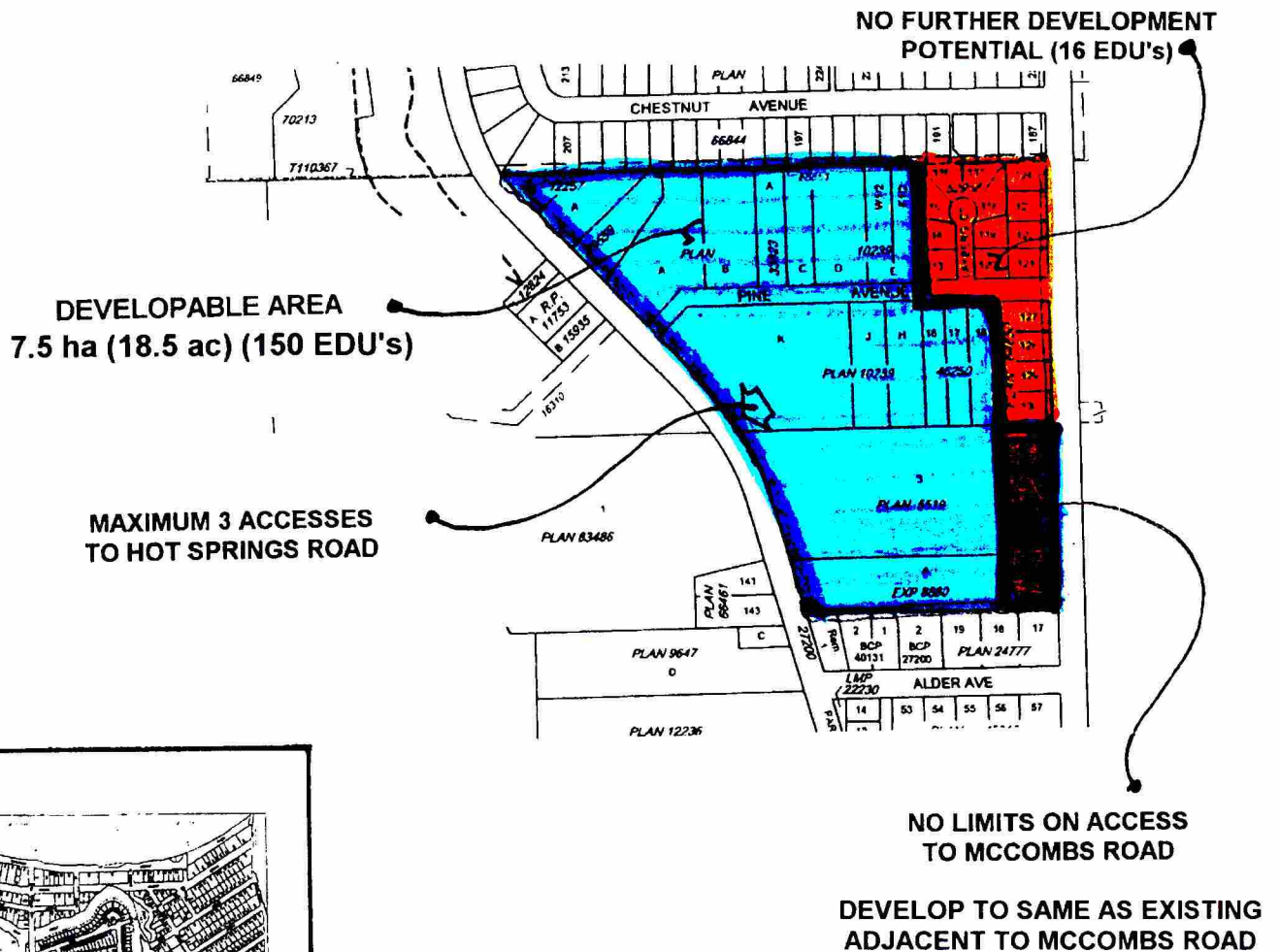
Q – like the multi-use idea, variety of different housing.

Mayor says challenge will be to get a really good quality developer.

Michael Rosen thanked everyone for coming and participating.
Adjourned at 8:43 p.m

LAND USE FRAMEWORK OPTION 3

VILLAGE OF HARRISON HOT SPRINGS NEIGHBOURHOOD PLANNING AREA 1 PLANNING FRAMEWORK PROPOSAL



REFERRAL DOCUMENTS
NTS
OCTOBER 28, 2009



VILLAGE OF HARRISON HOT SPRINGS

STATEMENT RESPECTING THE COUNCIL'S REASONS FOR ADOPTING A BYLAW NO. 923

Pursuant to section 8(9) of the *Community Charter*, the following is a statement respecting the Council's reasons for adopting a bylaw to establish services with respect to provisions for fire fighting services within the Village of Harrison Hot Springs

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 change accordingly. This is an administrative initiative as opposed to a legislative requirement.

Therefore, the Council of the Village of Harrison Hot Springs deemed it necessary to implement a bylaw to address this situation.



**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 2ND DAY OF NOVEMBER, 2009

READ A SECOND TIME THIS 2ND DAY OF NOVEMBER , 2009

READ A THIRD TIME THIS 2ND DAY OF NOVEMBER , 2009

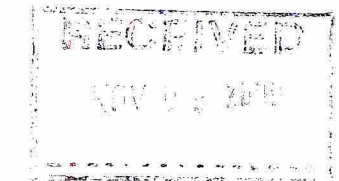
ADOPTED THIS DAY OF , 2009.

Mayor

Corporate Officer



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<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL		
ITEM	A	B	C
COUNCIL AGENDA			
DATE: Nov 16/09			
		INITIAL	
(ITEMS: A - REQ. ACTION; B - INFO - W/RESP; C - INFO ONLY)			



Ref: 134058

NOV 05 2009

His Worship Mayor Ken Melamed
Mr. Bill Barratt, Chief Administrative Officer
Resort Municipality of Whistler
4325 Blackcomb Way
Whistler, BC V0N 1B4

Dear Mayor Melamed and Mr. Barratt:

Thank you for your letter of September 23, 2009, addressed to Honourable Gordon Campbell, Premier, on behalf of the members of the Resorts Collaborative, regarding the Resort Municipality Tax Transfer Program (Program). The Province of British Columbia (Province) is pleased to offer this Program to support the growth of local tourism economies and to work with local governments in support of tourism development initiatives.

I am pleased to hear that 13 resort communities are able to share ideas about local tourism and provide information on the success of the Program in their communities. The support of the Whistler Centre for Sustainability in helping develop good information about this provincial Program will provide a superior quality of performance monitoring.

Your unified and consistent approach to measuring and reporting the Program is a powerful approach to illustrate overall program benefits as well as offering a consistent means to analyze and compare those results. Using this common approach to reporting will also keep the public and stakeholders well informed of the progress of resort municipalities.

Collectively strengthening British Columbia resort-oriented communities and thereby individually strengthening local economies is a good means to provide strong contributions to the British Columbia tourism sector. That contribution is important to the Province, and especially in these times of economic contraction.

.../2

His Worship Mayor Ken Melamed
Mr. Bill Barratt, Chief Administrative Officer
Page 2

As promised, Ministry of Community and Rural Development staff will continue to examine means of continuing the Program with incentive-based attributes and with the outcomes reporting that supports those successes. Please contact Mr. Greg Goodwin, Executive Director, Rural BC Secretariat, by telephone at: 250 953-3008, or Mr. Rob Rounds, Manager, Community Projects, by telephone at: 250 387-4027, to provide your input as we continue with the process of rebuilding the Program to work with the proposed changes to the Hotel Room Tax and the Additional Hotel Room Tax brought about by the introduction of the Harmonized Sales Tax next year.

With the assistance of the Resorts Collaborative, we hope to illustrate the Program benefits to the communities and tourism development stakeholders involved and to continue this performance-based Program.

Thank you, again, for your letter.

Sincerely,

Original Signed By

Bill Bennett
Minister

pc: Honourable Gordon Campbell, Premier
Her Worship Mayor Cindy Corrigan, City of Fernie
Her Worship Mayor Christina Benty, Town of Golden
✓ His Worship Mayor Ken Becotte, Village of Harrison Hot Springs
His Worship Mayor Gerry Taft, District of Invermere
His Worship Mayor James E. Ogilvie, City of Kimberley
His Worship Mayor Stu Wells, Town of Osoyoos
Her Worship Mayor Dee Conklin, Village of Radium Hot Springs
His Worship Mayor David Raven, City of Revelstoke
His Worship Mayor Greg Granstrom, City of Rossland
His Worship Mayor John Fraser, District of Tofino
His Worship Mayor Eric Russcher, District of Ucluelet
His Worship Mayor Bob Smith, Village of Valemount
Mr. Greg Goodwin, Executive Director, Rural BC Secretariat
Ministry of Community and Rural Development
Mr. Rob Rounds, Manager, Community Projects
Ministry of Community and Rural Development



THE RESORT MUNICIPALITY OF WHISTLER

4325 Blackcomb Way
Whistler, BC Canada V0N 1B4
www.whistler.ca

TEL 604 932 5535
TF 1 866 932 5535
FAX 604 935 8109

September 23, 2009

The Honourable Gordon Campbell
Premier of BC
PO Box 9041
STN PROV GOVT
Victoria BC V8W 9E1

Dear Premier Campbell:

I am writing on behalf of the thirteen Resort Municipalities of the Province that receive funding through the Resort Municipality Tax Transfer Program (RMTTP) to thank you and the Province for your continued support of our communities and our tourism development initiatives, and to update you on recent Resort Collaborative initiatives.

The Resort Municipality of Whistler recently convened and hosted the second Resort Collaborative workshop on September 9-11. The conference was held to gather, share and discuss the successes and challenges we, as resort communities, have worked through in these first two years of resort designation. All thirteen municipality CAOs and senior staff, along with representatives from the Ministry of Community and Rural Development, Ministry of Tourism, Culture and the Arts, and Tourism BC, attended the workshop, and there was widespread agreement of the benefits of the Resort Collaborative. Moreover, the mayors of all the Resort Municipalities are very supportive of the Collaborative and its work.

The Resort Collaborative provides an ongoing opportunity and venue for the designated resort municipalities to share information and to learn from each other. One of the major outcomes of the Resort Collaborative workshop was an agreement to establish a unified and consistent approach to measuring and reporting on the Resort Municipality Tax Transfer Program (RMTTP) spending, as well as our individual and collective successes to the Province. This report will compile information from all of the resort communities on indicators of economic/tourism development, visitor satisfaction, and community assets. From this collective report, the benefits to the Province, residents of each resort community and residents of other communities can be quantified and demonstrated. We believe that, by collectively strengthening the resort communities in the province, we strengthen the efforts of individual communities, as well as contribute to the successful development of the tourism sector as a whole in the province.



The provincial RMTTP is essential for the success of our resort communities to meet our goals of increasing tourism and development of our resorts. We look forward to understanding how this program will continue with the same attributes of the current Resort Municipality Tax Transfer that was incentive based with clear deliverables, outcomes, and assured perpetuity of the program. We also look forward to continuing working with the Province and your Ministry staff to ensure the success and sustainability of the resort communities as well as of tourism in the province.

Yours Truly

Ken Melamed
Mayor

Bill Barratt
Chief Administrative Officer

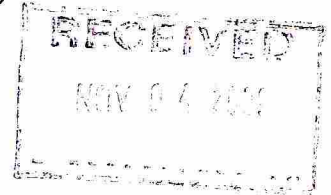
cc: Minister Bill Bennett, Ministry of Community and Rural Development
Greg Goodwin, Executive Director, Strategic Initiatives Office Rural BC Secretariat

City of Fernie: Allan Chabot, CAO; Cindy Corrigan, Mayor
Town of Golden: Phil Taylor, CAO; Christina Benty, Mayor
Village of Harrison Hot Springs: Larry Burk, CAO; Ken Becotte, Mayor
District of Invermere: Chris Prosser, CAO; Gerry Taft, Mayor
City of Kimberley: Mike Dodd, CAO; James E. Ogilvie, Mayor
Town of Osoyoos: Barry Romanko, CAO; Stu Wells, Mayor
Village of Radium Hot Springs: Mark Read, CAO; Dee Conklin, Mayor
City of Revelstoke: Ross McPhee, CAO; David Raven, Mayor
City of Rossland: Debra Timm, Acting CAO; Greg Granstrom, Mayor
District of Tofino: Bob Long, CAO; John Fraser, Mayor
District of Ucluelet: Andrew Yeates, CAO; Eric Russcher
Village of Valemount: Doug Fleming, CAO; Bob Smith, Mayor



Agassiz Agricultural and Horticultural Association

P.O. Box 451, Agassiz, B.C. V0M 1A0
Phone: (604) 796-3246 Fax: (604) 796-2791
www.agassizfallfair.com



October 23, 2009

NOTICE OF 4-H ACHIEVEMENT AND AWARDS NIGHT

This is your invitation to attend the Agassiz Agricultural and Horticultural Association's 4-H Achievement and Awards Night to be held at **6:30pm, Saturday, November 21, 2009** at the Agricultural Hall.

Dinner will be served by the Agassiz Rainbow 4-H Club at 6:30pm followed by the presentation of awards. Please RSVP by November 1st to Annetta Martin at 604-796-2338.

Spouses are welcome to attend.

Rita Bruniski
Treasurer

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<input type="checkbox"/> PAYROLL	<input checked="" type="checkbox"/> COUNCIL
ITEM A	(B) C
COUNCIL AGENDA	
DATE Nov 16	
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