



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, December 7, 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 16, 2009 <input type="checkbox"/> Committee of the Whole Meeting Minutes – November 30, 2009 <input type="checkbox"/> Advisory Planning Commission Meeting Minutes – September 22, 2009 <input type="checkbox"/> Economic Development Commission Meeting Minutes – October 21, 2009 <input type="checkbox"/> Parks and Recreation Commission Meeting Minutes – October 27, 2009		<p>THAT the minutes of the Regular Council Meeting of November 16, 2009 be adopted.</p> <p>THAT the minutes of the Committee of the Whole Meeting of November 30, 2009 be adopted.</p> <p>THAT the minutes of the Advisory Planning Commission Meeting of September 22, 2009 be received.</p> <p>THAT the minutes of the Economic Development Commission Meeting of October 21, 2009 be received.</p> <p>THAT the minutes of the Parks and Recreation Commission Meeting of October 27, 2009 be received.</p>	<p>Item 4.1 Page 1</p> <p>Item 4.2 Page 13</p> <p>Item 4.3 Page 21</p> <p>Item 4.4 Page 25</p> <p>Item 4.5 Page 31</p>

5. BUSINESS ARISING FROM THE MINUTES	
6. DELEGATIONS AND PETITIONS	
7. CORRESPONDENCE	
<input type="checkbox"/> Letter dated November 12, 2009 from the District of Kent re Water Main Extension on McPherson Road and letter dated November 24, 2009 in response	Item 8.1 Page 37
<input type="checkbox"/> Letter dated November 17, 2009 from the Legislative Assembly re Opposition Critics for Transportation and Infrastructure	Item 8.2 Page 41
<input type="checkbox"/> Email dated November 19, 2009 from BC Athletics re special event	Item 8.3 Page 43
<input type="checkbox"/> Letter dated November 23, 2009 from FVRD re request for statutory consent for proposed FVRD Base Mapping Service Area Amendment Bylaw	Item 8.4 Page 45
<input type="checkbox"/> Letter dated November 23, 2009 from Coast Mental Health Foundation re "The Courage to Come Back Awards"	Item 8.5 Page 49
<input type="checkbox"/> Letter dated October 6, 2009 to Minister Heed re (PRIME-BC) from City of Burnaby and letters dated November 23, 2009 from City of Burnaby re Police Records Information Management Environment (PRIME)	Item 8.6 Page 51
<input type="checkbox"/> Letter dated November 25, 2009 from FRVD re request for statutory consent for proposed FVRD Regional Fire Dispatch Service Area Establishment Bylaw	Item 8.7 Page 59
<input type="checkbox"/> Letter dated November 25, 2009 from FVRD re request for statutory consent for proposed FVRD Regional Enhanced 911 Emergency Telephone Service Area Merger Bylaw	Item 8.8 Page 63
<input type="checkbox"/> Letter received November 27, 2009 from Citizenship and Immigration Canada re Paul Yuzk Award for Multiculturalism	Item 8.9 Page 69
<input type="checkbox"/> Letter dated November 30, 2009 from Communities in Bloom re invitation to 2010 National Edition participation	Item 8.10 Page 73
<input type="checkbox"/> Letter dated December 2, 2009 from the FVRD re 2010 FVRD Board and Committee Representatives	Item 8.11 Page 79
<input type="checkbox"/> Policy Directive dated December 2, 2009 from the Liquor Control and Licencing Branch re changes to licensee retail store policies	Item 8.12 Page 81
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

☐ Fire Department Monthly Report for September 2009 – October 7, 2009

Report of Fire Chief – October 7, 2009

Re: Fire Department Monthly Report for September 2009

Item 12.1
Page 87

☐ Fire Department Monthly Report for September 2009 – November 4, 2009

Report of Fire Chief – November 4, 2009

Re: Fire Department Monthly Report for October 2009

Item 12.2
Page 91

☐ 2010 Regular council meeting schedule – November 30, 2009

Report of Chief Administrative Officer – November 30, 2009

Re: 2010 Regular Council Meeting Schedule

Item 12.3
Page 95

Recommendation:

THAT the 2010 Regular Council meeting schedule be approved.

☐ Memorandum of Understanding – Fraser Valley Regional District Aggregate Pilot Project Update – December 3, 2009

Report of Chief Administrative Officer – December 3, 2009

Re: Memorandum of Understanding – Fraser Valley Regional District Aggregate Pilot Project Update

Item 12.4
Page 97

Recommendation:

THAT the Memorandum of Understanding between the Ministry of Energy, Mines and Petroleum Resources and the Fraser Valley Regional District Member Municipalities and Area Districts A-G be endorsed by Council.

☐ Policy 2.31 Disposal of Surplus Items and Equipment – December 7, 2009

Report of Chief Administrative Officer – December 3, 2009

Re: Disposal of Surplus Items and Equipment Policy No. 2.31

Item 12.5
Page 105

Recommendation:

THAT Policy No.2.31 Disposal of Surplus Items and Equipment be adopted.

☐ Final Adjustments to our Fleet – December 3, 2009

Report of Chief Administrative Officer – December 3, 2009

Re: Final adjustments to our Fleet

Item 12.6
Page 107

THAT the purchase of two new vehicles for Public Works including to a maximum amount of \$50,000 including taxes, freight and pdi, etc. be approved.

☐ Speed limit on McCombs Drive– December 3, 2009

Report of Chief Administrative Officer – December 3, 2009

Re: Speed limits on McCombs Drive

Item 12.7
Page 113

Recommendation:

THAT resolution of the March 17, 2008 regular meeting whereby the speed limit on McCombs between Miami River Drive and Emerald Avenue be posted at 50 km/h be upheld and that staff be directed to make that change.


<input type="checkbox"/> Lidstone & Young Law Seminar – December 7, 2009	Report of Chief Administrative Officer – December 7, 2009 Re: Report on Lidstone & Young Law Seminar November 27, 2009 (Verbal)	Item 12.8
<input type="checkbox"/> New Village website	Report of Chief Administrative Officer – December 7, 2009 Re: Report on new Village website (verbal)	Item 12.9

13. BYLAWS

<input type="checkbox"/> Bylaw No. 928 Regulation of Well Closure – November 30, 2009	Report of Chief Administrative Officer – November 30, 2009 Re: Bylaw No. 928 Regulation of Well Closure on properties connected to the Village Water System Recommendation: THAT Bylaw No. 928, 2009 “Village of Harrison Hot Springs Well Closure Regulation Bylaw” receive first, second and third reading.	Item 13.1 Page 117
<input type="checkbox"/> Bylaw No. 929 Officer Establishment and Appointment Bylaw – December 1, 2009	Report of Chief Administrative Officer – December 1, 2009 Re: Officer Establishment and Appointment Bylaw No. 929 and repeal of old bylaws Recommendation: THAT Bylaw 929, 2009 Officer Establishment and Appointment Bylaw receive first, second and third reading; and THAT the Corporation of the Village of Harrison Hot Springs Officers Bylaw No. 733, 1999; the Corporation of the Village of Harrison Hot Springs Officer Establishment Bylaw No. 818, 2004; and the Corporation of the Village of Harrison Hot Springs Officer Establishment Amendment Bylaw No. 823, 2004 hereby be repealed.	Item 13.2 Page 135

14. QUESTIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

15. ADJOURNMENT


Larry Burk
Chief Administrative Officer

41

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

DATE: November 16, 2009
TIME: 7:00 p.m.
PLACE: Council Chambers

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

Chief Administrative Officer, Larry Burk

ABSENT:

Recording Secretary, Debra Key

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

☐ Letter dated October 23, 2009 from Agassiz Agricultural and Horticultural Association

☐ Copy of response letter dated November 5, 2009 to Resort Municipality of Whistler from Minister Bill Bennett with letter dated September 23, 2009 on behalf of the Resort Municipalities

3. **APPROVAL OF AGENDA**

Moved by Councillor Kenyon

Seconded by Councillor Perry

THAT the agenda be approved as amended.

CARRIED

4. **ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting
Minutes – November 2, 2009

Moved by Councillor Jackson

Seconded by Councillor Harris

THAT the minutes of the Regular Council Meeting of November 2, 2009 be adopted as amended.

CARRIED

Errors & Omissions

Page 8 Questions from the Public, 4th paragraph should read, “The Mayor reported that Councillor Perry will be attending Remembrance Day ceremonies at StoLo and the Mayor will attend at Agassiz”.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

□ Sustainability and
Infrastructure Meeting
Minutes - August 6, 2009

Moved by Councillor Harris
Seconded by Councillor Kenyon

THAT the minutes of the Sustainability and Infrastructure Meeting of August 6, 2009 be received.

CARRIED

□ Harrison Lake Harbour
Commission Meeting Minutes
- August 26, 2009

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the minutes of the Harrison Lake Harbour Commission Meeting of August 26, 2009 be received.

CARRIED

5.

BUSINESS ARISING FROM THE MINUTES

The Mayor stated the Observer's article regarding the letter from the Ombudsman was incorrect but upon checking the correspondence from the Ombudsman, discovered that the Ombudsman had stated they had received a complaint with respect to a Mayoral candidate. This statement of the Ombudsman was incorrect as the candidate was not a Mayoral candidate, but a Councillor candidate.

The Legacies Now application to "Create a Skateboard Park" under the Local Sport Program Development Fund has been completed and submitted.

There will be a Workshop on Greenhouse Gas Emissions scheduled from 8:30 a.m. to noon at the Harrison Beach Resort Hotel.

The Mayor asked if staff had a chance to review the 30 km speed limit on McCombs. The CAO said there is no set mandate for speed limit on Municipal roads. It is Council's responsibility to change it. Councillor Perry said no one is abiding, but if it is changed to 50 km then there would be concern at the north end. Staff to submit report for next Council meeting.

The Mayor asked about the status of the damage on the walkway around the plaza. CAO advised it will be dealt with as soon as the rain stops.

6.

PUBLIC AND STATUTORY HEARINGS

None

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

7.

DELEGATIONS

☐ Harrison Horizons/Kingma –
Peter Kingma and Grant
Sanborn

Harrison Horizons/Kingma – Peter Kingma and Grant Sanborn

Mr. Kingma began by introducing his brother Sid, consultants so far; Grant Sanborn, Alvin Bartel of CHPA, Lorne Davidson of Civic Consultants.

Next Mr. Kingma provided a brief history of his company which has developed and built on lands in at least 7 different communities in the Province and across the border in Washington State including substantial developments and building in the Village.

He then described his recent purchase of some 384 acres of land within the Village from the previous Harrison Resort owners. Of the lands some 200+ acres on the west side of the Village fronting Hot Springs Road and extending up over the mountain and down to the Harrison River including Whippoorwill Point. The remainder of the property lies on the east side of the Village fronting McCombs extending east up Bear Mountain and into the east sector lands as well as a long sliver of lands beginning at Chestnut Avenue extending up behind Killer's Cove Marina ending at the bluff above the lake.

Mr. Kingma proceeded to comment that his first area for potential development would be on the lands fronting Hot Springs Road at the base of the mountain. Following that and after extensive research and study he hopes to begin development on some of the lands fronting McCombs.

As an aside he was looking at the long term potential of developing the land at the north end of the sliver up behind the marina and on the bluff but access to this location will be difficult and expensive.

Finally it was not his intention to look into any of the potential for the Whippoorwill point area until later in his plans since access and servicing this area is going to be an issue. He suggested if anything this area is more conducive, in his mind, to lodge or cottage resort type development possibly with water access only.

The lands above Hot Springs Road would be very difficult to develop in any fashion and it was his initial thought that dedicating much of that to the Village for reserve or passive park land is more likely the scenario. A lot of lands on the east side will not be developable and if applications warrant, then there is potential for significant areas of this land to be dedicated to the Village as well.

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009

His predominant plans are not to get more out of the areas than is economically, environmentally and feasibly possible. A lot of preliminary work is required in environmental, geotechnical and civil engineering studies and reporting is required before any of the lands can be considered for a particular form of development proposal.

His view is that much of the reporting and studying will take a year or more. Other than moving forward aggressively on the lands fronting Hot Springs Road he didn't expect to be able to bring anything before Council in the near future.

He promised to preserve the trail concept already prevalent in the Village. He hoped the Village will be open to discussions on retaining, re-locating, re-developing and constructing trails and pedestrian connections throughout the lands as and when he brought development options forward. In the meantime from a liability perspective he has erected signs on his property indicating that it is private property. His legal advice is to limit information to this "No Trespassing" level suggesting to Council that if any issues developed with respect to vandalism, land or vegetative damage etc. he would be forced to take further measures to protect the lands and his liability. His strongest intention to work with the Village to preserve as much of the natural beauty of the lands as well as enhance or preserve natural aspects of adjacent lands is a top priority for the Kingma company. He hopes his association throughout the process will be open, collaborative and beneficial to both parties.

Grant Sanborn suggested that we see the development of all potential uses on the lands as a collaborative exercise focusing on maintaining the intentions of policies and preferences within the current OCP as well as respecting other initiatives such as the Master Trails Report, zoning bylaws, riparian and environmental protection etc.

Questions from Council:

Councillor Perry: What is the time frame for proposals on the 40 acres in the east sector?

P. Kingma said maybe a year or year and a half.

Councillor Jackson: Wished the presentation wasn't so vague as there is a lot of anxiety in the Village by many people and it could have maybe been alleviated if you had been a little bit more specific to what you want to do and not so general. On the East Sector are you planning on buying up to the properties on Cottonwood, because I know there are a lot of people here that want to know that.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

Peter Kingma said it is too early in the process to discuss or be able to give specific details. Discussion with all parties will be part of a public consultation process.

☐ Kent-Harrison Green
Legacy Society – Lillian
Martin

Kent-Harrison Green Legacy Society – Lillian Martin

Lillian Martin said that the Green Legacy Society has many concerns about a development on the Kingma Lands. She stated that the East Sector is the last area of forested land on the Valley floor in the Fraser Valley and is extremely critical habitat. She further stated that it in DP Area 4 and is not suitable for development. She also indicated that the rest is ALR land and is not suitable for agriculture and is zoned for reserve. There are two red listed species in the area. They are the Pacific Water Shrew and the Salish Sucker. Other species in the area that would be adversely affected are the Lewis woodpecker and Red Legged frog. The Society has many other concerns. Would like to see that reserve kept as reserve. She suggested that The Land Conservancy is still interested in the private property in the east sector.

The Mayor advised that no public process for this proposed development has begun.

8. 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
- ☐ Letter dated October 23, 2009 from Agassiz Agricultural and Horticultural Association
- ☐ Copy of response letter dated November 5, 2009 to Resort Municipality of Whistler from Minister Bill Bennett with letter dated September 23, 2009 on behalf of the Resort Municipalities

9.

BUSINESS ARISING OUT OF CORRESPONDENCE

☐ Harrison Hot Springs
Boat Launch 2009
Operations Report received
October 30, 2009

Councillor Kenyon stated that the boat launch had been very successful. Councillor Jackson asked that this report be added to the next COW agenda.

☐ Copy of response letter
dated November 5, 2009 to
Resort Municipality of
Whistler from Minister Bill
Bennett with letter dated
September 23, 2009 on behalf
of the Resort Municipalities

Councillor Jackson asked if a delegation should attend the next Resort Municipality meeting. The Mayor said the Resorts Collaborative is working on a presentation. Correspondence regarding the collaborative has been circulated. A complete report is forthcoming.

Councillor Perry asked staff to review mail circulation processes.

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

The Mayor reported that the Harrison Lake Harbour Commission met November 5, 2009. There will be a lot of work on the lakeshore area. The District of Kent has issued an RFP to rebuild the breakwater.

Received boat launch report and will be discussing this.

Moved by Mayor Becotte
Seconded by Councillor Perry

THAT Cpl. Scott Stoughton be appointed to the Harrison Lake Harbour Commission.

CARRIED

11. **REPORTS FROM MAYOR**

The Mayor presented a cheque in the amount of \$3,000 to the Harrison Hot Springs Preschool for the Breakfast with Santa event. Festivities will take place on November 28, 2009.

Mayor attended Remembrance Day ceremony at Agassiz and Councillor Perry attended at StoLo in Chilliwack.

Received an invitation to Agassiz Agricultural and Horticultural Association 4-H awards night. Councillor Harris will be attending to represent the Village.

Mayor reports that there has been some staff restructuring within the Village. There is no longer a Superintendent of Public Works. The Village will be hiring a new Community and Economic Development Officer sometime mid-January.

Received a bulletin from BC Hydro Community Relations, Power Smart Sustainability Communities Program. They are offering up to 50% funding available to community energy and emissions. This will be referred to the Sustainability and Infrastructure Committee.

On Wednesday, November 18, 2009 at 1:00 p.m. the Fire Chief will be demonstrating the features of a proposed new "Quint" (ladder) fire truck. The Village is considering purchasing this truck from the City of Abbotsford.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

12.

REPORTS FROM COUNCILLORS

Councillor Harris

November 5, 2009 attended Mountain Institution for a tour of the Health Care Unit, kitchen, upholstery shop and woodworking shop.

Attended the November 10, 2009 Show Kids You Care meeting and thanked Council for the donation of \$500.00. January will feature a bookmark contest. The group is also updating and reprinting the "Little Black Book" which contains contact names and numbers for children who need support from various resources.

Attended Citizen's Advisory Committee at Mountain Institution and was provided statistics for the work release program. The Chair and Vice Chair of the Citizen's Advisory Committee have both resigned.

Councillor Kenyon

Attended Remembrance Day service along with veterans and public.

November 10, 2009 attended a service at the Harrison Hot Springs Elementary.

The next meeting of the EDC will be Wednesday, November 25, 2009

Councillor Jackson

November 2, 2009 attended the 2009 Forum in Victoria on Procurement of Goods which municipalities are dealing with. 14 pages of notes were taken of which will be provided to Council for review. Many businesses in Victoria are suffering economically.

Attended a November 12, 2009 Neighbourhood Planning Area 2 public information meeting.

20 Christmas trees will be going in the Resort Hotel and will be set up on November 25, 2009 to be decorated by participants. If anyone wishes to enter a tree, contact Councillor Jackson. Harrison Highlander Pipe band will be piping Mr. and Mrs. Santa Claus into the Memorial Hall on November 28, 2009 for the breakfast.

Councillor Perry

On November 6, 2009 attended Council of Councils meeting in Abbotsford regarding the aggregate pilot project. The Minister of State for Mining attended the meeting. Concerns were traffic, dust and noise. There are 4 designated areas of aggregate mining in our area.

On November 11, 2009 attended the StoLo First Nations Remembrance Day ceremonies in Sardis. The traditional ceremony is quite different. Also attended the Royal Canadian Legion to participate in the service events.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

November 12, 2009 attended Healthy Communities meeting in Kent where the Public Health Nurse provided a report on H1N1.

13.

REPORTS FROM STAFF

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

Moved by Councillor Kenyon
Seconded by Councillor Perry

Report of Chief Administrative Officer – November 9, 2009

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

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.

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the report of Chief Administrative Officer – November 9, 2009 Re: Conversion of the current Executive Hotel to a Strata hotel – 190 Lillooet Avenue be referred to the next Committee of the Whole.

CARRIED

☐ Resort Municipality Tax Transfer Program and Additional Hotel Room Tax Program – November 10, 2009

Moved by Councillor Jackson
Seconded by Councillor Kenyon

Report of Chief Administrative Officer – November 10, 2009

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

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

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.

CARRIED

☐ Dissolution of Joint
Divestiture Account –
November 10, 2009

Moved by Councillor Kenyon
Seconded by Councillor Perry

Report of Director of Finance – November 10, 2009

Re: Dissolution of Joint Divestiture Account

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.

CARRIED

☐ Engineering Cost Increase
for Reservoir – November 10,
2009

Moved by Councillor Harris
Seconded by Councillor Jackson

Report of Chief Administrative Officer – November 10, 2009

Re: Engineering Cost Increase for Reservoir

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 and for the water reservoir.

CARRIED

☐ Neighbourhood Planning
Area 1 – Proposed Planning
Framework – November 12,
2009

Moved by Councillor Harris
Seconded by Councillor Jackson

Report of Chief Administrative Officer – November 12, 2009

Re: Neighbourhood Planning Area 1

THAT this report prepared by the Planning Consultant be received; and

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).

CARRIED

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

☐ Staff in Service Day and
Christmas Staff Party –
November 16, 2009

Moved by Councillor Kenyon
Seconded by Councillor Perry

Report of Chief Administrative Officer – November 16, 2009
Re: Staff In Service Day and Christmas Staff Party (Verbal)

THAT Council approve the closure of the Village Office for a staff In Service Day on December 18, 2009; and

THAT Council approve a portion of the budget of approximately \$130.00 to subsidize a Christmas Party on December 18, 2009 for Council and staff.

CARRIED

14.

☐ Fire Department
Establishment Bylaw 923

BYLAWS

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT Bylaw 923 Fire Department Establishment Bylaw be adopted.

CARRIED

14.

QUESTIONS FROM THE PUBLIC

A member of the public asked if any consideration has been given to screen or landscape around the water reservoir. The CAO suggested that vegetation will grow up and some fill will be placed around the old reservoir. Over time vegetation will heal much of the scarring. Trees will establish over time.

A member of the public asked if there have been any resolve for the boat structure on 380 Eagle Street. The Mayor advised the owner was contracting a crane to remove the roof. The CAO said the owner has until December 15, 2009 to complete the process.

The Mayor stated there is a flood warning out. Flood gates are working and being monitored.

A member of the public asked why the flood gates were locked. The Mayor stated this has been resolved.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
November 16, 2009*

A member of the public congratulated Council on their statement regarding keeping commercial development in the downtown core. Will there be any significant change in the water from the new reservoir. The CAO said the water will have higher pressure but no changes in colours or taste. The new reservoir provides more volume than before.

A member of the public asked if it was incumbent upon the Village to secure archaeological assessments of property aside from developers? The CAO said the onus is on the developer to provide archaeological assessments as necessary. Has there been any assessment on drainage and hydrology on the Kingma lands? CAO says the drainage will be looked at as part of the development process.

ADJOURNMENT

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the meeting be adjourned.

The meeting adjourned at 8:55 p.m.

CARRIED

Certified a true and correct copy of the minutes of the
Regular Meeting of Council held November 16, 2009
in the Council Chambers, Village of Harrison Hot
Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative Officer

4.2

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

DATE: November 30, 2009
TIME: 4:00 p.m.
PLACE: Council Chambers

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

Larry Burk, Chief Administrative Officer
Guest: Lorne Davidson, Civic Consultants

ABSENT:

Recording Secretary, D. Key

1. CALL TO ORDER

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

2. LATE ITEMS

None

3. ITEMS FOR DISCUSSION

☐ Harrison Hot Springs
Public Boat Launch 2009
Operations Report

Harrison Hot Springs Public Boat Launch 2009 Operations Report

Councillor Kenyon said the operator's recommendations for minor adjustments are good ideas. Could consider having a different decal for each year. Decal should go on the boat instead of launch vehicle or trailer. The additional parking space was very beneficial.

Councillor Jackson suggested the parking pass fee be raised to \$20.00 and a 3rd lane for launching be constructed. Paid parking is an issue on Esplanade perhaps the EDC could look at the parking issue.

Councillor Harris agreed that a more recognizable parking pass could be developed and agreed with the suggestion of a 3rd lane for launching

Councillor Perry issue –concerned about switching of passes from one person to another should have self adhesive type.

Mayor suggested the issue of the parking pass and the possibility of a 3rd lane be referred to the Administration and Finance Committee.

The other issue is the lack of bylaw enforcement regarding parking problems.

Councillor Harris asked whether we have had feedback from the proponents of the boat launch parking lot about the possibility of continuing the agreement for next year and what the income had been. CAO advised that we are waiting for the return of the agreement.

4.

DELEGATIONS

☐ Report of Chief
Administrative Officer –
November 9, 2009
Re: Conversion of the
current Executive Hotel to a
Strata hotel – 190 Lillooet
Avenue

R. Malik, Executive Hotel

CAO gave a brief review of his report. Then proceeded to brief Council on the issues and perspective of Whistler's experiences with strata hotels.

Hotels are seasonally and economically market driven. Assessment values of a hotel property includes consideration of its net revenues as well as the land and building(s). Thus taxes on these kinds of property each year or each time the Assessment Authority sets its values may change.

Mr. Malik asked for approval in principle. The Mayor advised that Council does not provide approval in principle and indicated that it is his obligation to provide criteria such as engineering reports, etc to the Village in order to move ahead.

The CAO will provide a report to Council after all issues have been dealt with. At that time Council will consider the recommendations in the report. Your next steps would be to consult with the CAO as to the list of issues to be dealt with including engineering, architectural and bylaw details as required.

Councillor Harris asked about the parking situation. Currently there are fewer covered spaces than there are units. How will that be addressed in future? Mr. Malik says there is underground parking and open parking next to Crazy Fish Bistro. We were approved by combining those two parking areas. Councillor Harris questioned if bought as strata unit would they be able to stay for extended periods of time. Mr. Malik said people would not likely stay for extended periods of time since the suites/rooms are not equipped with kitchen or cooking facilities.

Councillor Perry suggested this be referred back to staff.

Kevin O'Neil (Manager) says the idea is to drive more use and traffic into shoulder seasons since actual owners will tend to use their investment other than during peak season when they can realize some economic benefit from rental income.

Councillor Jackson asked about owners paying hotel tax. Would that tax be based on rack rate?

Mr. Malik is trying to increase occupancy of the hotel. Councillor Jackson asked staff to consider the possibility of losing hotel tax.

Councillor Kenyon indicated the need/assurance to maintain the current level of hotel tax revenues.

Mayor recommended that the delegation meet and work closely with staff in order to meet required and identified criteria so that Council can consider the application and recommendations from staff. He thanked the delegation for attending.

5.

ITEMS FOR DISCUSSION (CONTINUED)

□ Village of Harrison Hot Springs Waste Water Treatment Plant Project

Harrison Hot Springs Waste Water Treatment Plant Project

The CAO began by reviewing issues associated with project. He indicated he reviewed nine (9) documents/reports on various parts of the Village's waste water treatment both plant and infrastructure that had been commissioned from as early as 1984.

There appears to be major indications that problems existing in the infrastructure – distribution system within the Village. The mains are failing or are very old causing infiltration of storm/rain water. This water then flows in the system to the treatment plant where it is treated as sewage before being discharged to the Harrison River.

Added to the infiltration it seems that over the years many areas, lots and homes or buildings, in order to relieve surface drainage problems, have connected directly to the sanitary sewer system. This further exacerbates the capacity and treatment problems within our wastewater treatment process.

The added storm water volumes have caused the Village to exceed the maximum permitted output volumes at the WWTP. Records show that most every time our outfall discharge exceeded permitted levels those occurrences were directly related to heavy or extended rainfall events.

Also our water table within the Village is influenced heavily by the level of Harrison Lake. The lake levels rise dramatically during the spring freshet typically between mid May and end of June. Again records show that our highest volumes of discharge at the WWTP are in those months. When heavy rainfall events occur during this time the flows are doubly impacted.

All of these signs point to a serious infiltration and inflow (I&I) problem. Currently I am awaiting response to an RFP from consulting firms to

undertake a major I&I assessment of our systems.

It is my considered opinion that we need to evaluate our system from the source in order to provide an approach on how and what to do with respect to waste water treatment in the Village. By going ahead with the connection to the District of Kent it only moves a problem from one location to another and at an immediate heavy cost burden to the residents of the Village.

Also before understanding what fixes or upgrades we need to make at the plant, it is imperative we make sure we are treating sewage waste only and not building or upgrading to simply treat high volumes. We really should only be treating sewage.

CAO invited Lorne Davidson, Civic Consultants to comment on the issues associated with the proposal from the District as well as provide any feedback and elaboration of the above scenario.

The Mayor indicated that it is imperative from this meeting that there be good direction from Council to staff on next steps.

The CAO then reviewed responses or comments with respect to the Memorandum of Understanding and connection agreement submitted by the District of Kent earlier in November:

- DoK suggests VHHS pay for odour system.
- Response: they have an existing odour problem. Addition of the flows from VHHS will have little if any affect to the odour. Therefore maybe a token contribution or at best a pro-rated cost;
- DoK suggests VHHS pay for all SCADA updates.
- Response: SCADA is a system providing benefits to operations. VHHS addition does not change the technical requirements of a SCADA system. SCADA does not monitor on the basis of higher volumes then more SCADA. It is a system. Therefore sharing in what might be a proportionate cost is appropriate. VHHS paying for the full SCADA is not acceptable. Also SCADA is a system operation improvement tool. Where is there any notation or suggestion that the operation improvement is adjusted to reduce the operations at the AWWTP? There estimate for operations in the agreement suggest it is made at today's costs. SCADA will make a difference to that.
- DoK wants to administer design process.
- Response: it is recommended that the whole system from VHHS to the property line of the AWWTP be owned by VHHS. Therefore DoK has no involvement with the administration other than to maybe review the design and provide minimum standards for the construction and installation. All parts of the system that are on Provincial highways should be owned by VHHS at the least. Only

part on municipal roads can be suggested to be under joint ownership if VHHS agrees.

- DoK suggests a volume for maximum peak wet weather flow capacity for 35,000 people.
- Response: VHHS will construct a system to handle flows from VHHS. Any changes or adjustments to that part of the system between the VHHS boundary and the AWWTP would be at cost to others.
- It is suggested that it will cost \$4.5 million to upgrade the AWWTP and that cost is to be apportioned to VHHS.
- Response: first VHHS requires a peer review of the upgrades including long term demand calculations. Secondly VHHS has not problem with paying for upgrades that benefit the Village. However paying for upgrades that benefit others should not be part of the VHHS requirement. It is understood that upgrades at the plant will be enough to benefit prison expansion and connection from all lands within DoK and that VHHS agree that VHHS will provide this with no latecomer or connection costs.
- Response: why should VHHS be responsible to provide a benefit to others with no cost recovery?
- DoK indicates that VHHS cannot exceed wet weather flows of 5750 cubic meters.
- Response: We are at 2600 worst case scenario now. This will improve as we replace, repair and reconstruct failing infrastructure. VHHS will require a review of our annual user fee when these numbers decrease. Also if the operation of the AWWTP is considered using the 5750 cu m then they need to re-visit their assessment fee.
- DoK wants VHHS to determine a DCC to be given to DoK for ultimate improvements to their system.
- Response: VHHS is providing improvement to our ultimate population growth projections in the \$4.5m upgrades. Why then does DoK expect payment for something that we have already paid for. DCC's do not cover operational costs. They are for system extensions. No system extensions will be required for VHHS.
- VHHS should be asking DoK to pay DCC's or latecomers to us for any additional connections to the system over time. DoK will be looking to add Rockwell residents onto a sewer system eventually. The system runs through VHHS. DoK will have to pay for any oversizing or capacity improvements of any infrastructure in VHHS. DCC's can only be applicable to extensions to an existing system due to new development. Existing development has to pay its own way.
- DoK wants VHHS to pay all costs to administer the upgrading at the AWWTP.
- Response: VHHS should pay its "share" only. The upgrades benefit Kent and the prisons.

- DoK suggests they can make decisions to shut VHHS off at any time and the only process is through arbitration.
- Response: this is too restrictive. VHHS seems to have no control of its fate. VHHS can not operate with the fear of no control over the system being taken away. DoK has to agree to a perpetual assurance that there will be no interruption to service under any circumstances. VHHS is paying fees to use. VHHS can agree to be party to the MoE permits etc. and share equally in the liability of the system regardless of source problems. However it cannot agree to be subject to the whim of any decision made by the so called host.

Councillor Perry asked if there was one particular area in the Village that contributes to the flow problem. The CAO indicated that without specific I&I reports the early documents suggest that a lot of the problem comes from the mains north of the Miami River. In discussion with PW staff however pump station 3 and 4 show significant increases in flow during rainfall events and they move sewage from the furthest south residents.

Councillor Perry asked if there had been any correspondence from Corrections Canada. CAO indicated that VHHS had no correspondence recently. However D&K is now preparing a report/business case for CSC to connect to DoK.

Councillor Harris commented on an excellent report from the CAO. He added that flow is from the Resort Hotel contribute to our flow at the plant and that this is pure water and not sewage.

Councillor Perry indicated that at the last AGM at Laguna they provided a report on converting all their toilets to low flush. Will the Village be promoting conversion? CAO says the thought is there - but how to go about it has yet to be considered. It will come up with our GHG and carbon footprint calculations complete with recommendations on how and what we should do to promote anything we can?

Councillor Perry asked what does the Village expect Kent's reaction to be? CAO suggests that other than the fact they are proceeding with their plant upgrades, it is hard to say whether the upgrades will include the potential for including VHHS or not. We haven't been kept up to date with their plans on those upgrades vis a vis an ability to review plans or designs. CAO cannot guess as to the reaction when/if we decide not to proceed with the KHC project.

The Mayor suggests with all that is before us now he doesn't believe we should proceed with the KHC project.

Councillor Jackson says we should go our own way and focus on our own.

Councillor Kenyon suggested we fix our own problems in our pipes and get our sewage flow under control before we proceed with upgrading our plant.

Councillor Harris said our budget will need to include sustaining our flows while improvements are being made.

The CAO says we need to talk to Victoria in order to re-scope the MRIF grant. He suggested the most prudent approach would be to travel there to meet with Greg Brown directly.

Of importance to retaining our own plant is to visit the Licence of Occupation through ILMB to make sure we can keep the plant there.

Moved by Councillor Jackson

Seconded by Councillor Harris

THAT staff be directed to move ahead on re-scoping the project through MRIF; and

THAT the re-scoping be based on improvements to our infrastructure system with phased improvements to the plant up to the amount of funds already approved; and

THAT a budget and upgrade plan be in made which will move forward with appropriate upgrades to the plant when appropriate assistance and budgets can be implemented; and

THAT staff report back to Council with costs and timetable for the project.

CARRIED

6. **REPORTS FROM MAYOR, REPORTS FROM COUNCILLORS**

None

7. **STAFF REPORTS**

Addressed in the delegation/

8. **QUESTIONS FROM THE PUBLIC**

None

ADJOURNMENT

Moved by Councillor Perry

Seconded by Councillor Kenyon

THAT the meeting be adjourned at 6:02 p.m.

CARRIED

Certified a true and correct copy of the
November 30, 2009 in Council Chambers,
Village of Harrison Hot Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative Officer

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

DATE: September 22, 2009
TIME: 4:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE:

Lorne Lees (Deputy Chair)
 Raymond Hooper
 Brian Bignell
 Alan Birtch
 Marg Doman

Larry Burk, CAO

Recording Secretary, M. Mucha

ABSENT: Allan Jackson, Councillor
 Leo Facio (Chair)
 Harvey Ruggles

1. **CALL TO ORDER**

The Deputy Chair called the meeting to order at 4:03 p.m.

2. **ADOPTION OF MINUTES**

☐ APC minutes of
 August 17, 2009

Moved by M. Dorman
Seconded by R. Hooper

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

CARRIED

3. **DELEGATIONS/PETITIONS**

None

4. **CHAIRPERSON REPORT**

None

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION
MEETING
September 22, 2009
PAGE (2)

5. ITEMS FOR DISCUSSION

☐ Report on
Neighbourhood Plan
Area 1 & 2

M. Rosen briefly discussed his report which covered Neighborhood Plan Area 2. Area 2 suggests higher densities than Area 1. This is primarily because of its location close to central core of Village. Current Zoning is R2 but R4 also exists.

When we start planning we need to have a good understanding of the existing infrastructure and pre-determine methods we can use to minimize impact on existing neighborhood.

- Will people be displaced?
- Can older homes co-exist with new homes?
- Will the proposed density be high enough to enable developers to afford to purchase the land and still develop it?
- What can we do in regards to design features to promote sustainability, social, financial and environmental?

The Commission discussed Neighborhood Plan 2 and believes any current issues could be overcome by developers.

The CAO reported on current applications in Neighborhood Plan 2 area. Demand for *Pan Handle lots* may arise with narrow and/or short lots. , The current depth creates difficulty with different options. Optimally consolidating 4, 5 or even 6 lots can be done to allow for development.

M. Rosen stated that these 2 options are only a starting point and we are open to other alternatives.

The Commission discussed the demographics of new buyers; which will likely be early retirees.

M. Rosen described the Echo area as unique and “quirky” and commented on the very wide streets. Furthermore, he discussed Garrison Crossings ability to create separate pods within the same area through the use of design features; they combined mf, 3-storey, and dormer design feature to promote uniqueness

Closing Spruce Street and/or Bear Avenue would be details for a later date. Closing some could create a potentially decent size development site.

The Commission discussed the potential for existing home owners to re-size their lots if they found any benefits of chunking off their land.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION
MEETING
September 22, 2009
PAGE (3)

The Commission discussed their thoughts on suites vis a vis current financial situations of many new home owners. Public meeting attendees did not seem to be concerned either way to whether suites were acceptable or not.

Options to incorporate a lane in the back of the houses would suggest no access in the front and be a position aspect for design features.

The developer takes on all risk in regards to researching demographics with respect to proceeding with a development idea of his choice.

The CAO reported that the Village of Harrison is years behind the time vis a vis secondary. There should be an area where suites are permitted as long as parking is not an issue. As well, wide road standards are a deficit environmentally and economically.

The Commission discussed current parking issues and commented on different situations and outcomes. Parking issues are inevitable with all municipalities.

The CAO suggested that smaller communities do not have the opportunity to have affordable housing because of limited space. We would like to give the developers comfort by pre-planning areas so that they can assemble lands to one option or another.

Building and layout design is the key factor to making the development unique and having the community accept new development ideas.

Motion by B. Bignell

Seconded by L. Lees

THAT the Advisory Planning Commission recommend to Council an option that would allow for a density of 35 units per hectare, subject to the application of design guidelines within the area.

CARRIED

Any concerns from the public will be raised at the next public meeting.

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

September 22, 2009

PAGE (4)

☐ Report of CAO –
Public Consultation
Meeting held
September 16, 2009

Public Consultation Meeting for Area 1 held on September 16, 2009

The CAO reported on the public consultation meeting which was reasonably well attended.

The Commission reviewed the public meeting comments. Once we receive all comments from various groups and meetings we will collaborate on the results and look for common themes.

No strong opinions from the public have been brought to the table at this point.

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

SITE LAYOUT AT 853 HOT SPRINGS ROAD –

New options for site layout at 853 Hot Springs Road have not yet been brought to the table.

The next meeting will be held October 20th, 2009 at 4:00pm.

6.

ADJOURNMENT

Moved by R. Hooper
Seconded by A. Birtch

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 5:50pm

Certified a true and correct copy of the
minutes of the Advisory Planning
Commission Meeting held September 22,
2009 in Council Chambers, Village of
Harrison Hot Springs, B.C.

Larry Burk (CAO)

Lorne Lees (Deputy Chair)

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

DATE: October 21, 2009
TIME: 9:00 a.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE Danny Crowell, Deputy Chair
 Councillor Dave Kenyon
 Phyllis Stenson
 Fred Gornall
 Stephanie Key
 Karl Dopf
 Frank Peters

CAO, Larry Burk

ABSENT: Robert Reyerse, Chair
 Mayor Ken Becotte
 Fred Gornall

Recording Secretary, M. Mucha

1. CALL TO ORDER

Deputy Chairman Danny Crowell called the meeting to order at 9:05a.m.

2. ADOPTION AND RECEIPT OF MINUTES

☐ EDC Minutes
 of Sept 23/09

Moved by P. Stenson
Seconded by K. Dopf

THAT the minutes of the Economic Development Commission meeting of September 23, 2009 be adopted as amended.

CARRIED

3. DELEGATIONS/PETITIONS

None

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

October 21, 2009

PAGE (2)

4. CHAIRPERSON REPORT

A proposal was received for the Events Coordinator position from Janice Gilbert. This position is a work in progress and all applications will be considered when the time is appropriate.

5. ITEMS FOR DISCUSSION

☐ Village Update

The CAO reported that CHP is in the process of gathering a design team to begin work on the Memorial Hall upgrades.

The Memorial Hall renovation is still in the planning process, we are hoping to have everything to council for any approvals that are necessary. We are still taking names and dates of people wanting to rent the hall and will keep them posted as to availability of the hall through January and February. The Village is not obligated to go with the lowest bid but price is a factor.

The Village has ordered snow fencing for the beaches.

The CAO introduced Alex Kent who is part of a student work experience program. She is mentoring under the Mayor and is interested in municipal work and politics.

The Reservoir has been filled twice; they are attending to a minor leak. We are a couple weeks away from being finished. We are in the process of how to get access to the Campbell Lake Trail. Stephanie will contact Vern Schram to arrange for a visit to review access through to reservoir site.

The CAO updated the Commission on the Kent sewage connection project. A comparison between upgrading our old plant or connecting to the District of Kent is being reviewed. Considerations include: maintenance, potential returns, technology changing in the future, bio-mass recovery, and what the area around the plant location could be used for in the future if not a treatment plant. Council hopes to make a decision November 16th regarding connection or upgrade. The Kent plant has been operating around 10 years and should be able to provide us with any expectations for our future; it is also reputed to be one of the top 3 or 4 plants in the province.

The CAO indicated that earlier in the month he heard, Gohl had finally received

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

October 21, 2009

PAGE (3)

funding and was working on designs. Then October 21, he heard that Gohl was turned down at the last minute.

The vacant land North of the Village Office is in the process of being cleared. This lot is on the commission events list as potential space to be used for various projects and events in the future.

The CAO has asked the Commission for their thoughts on The Springs (IRCA), and whether this location should be condos versus a hotel. Concerns arose on whether they would still be paying into the 2% hotel tax if they are a condo; if that is not the case the community would be losing out on these funds. Furthermore, individual ownership and renting out suites is a gray area that needs to be defined, every unit should be unrestricted with amenities to support renters.

**□ Event
Attraction/
Management/
Coordination
Update**

Phyllis stated that we have been approved for the Job Creation Project by the provincial Employment and Labour Market Services for the Events Coordinator position. Funding includes: salary, computer, office furniture etc. The idea is to set it up at the Community safety office on Esplanade if possible. We will be going through an application process; the job description has been revised. This will be a 52 week position. We will be recruiting as soon as it is formalized. The start date is tentatively February 2010. The Village will draft a letter of support following ratification at council November 2, 2009.

The Village will acknowledge receipt to Janice Gilbert for her proposal.

We will try working with the Village to sustain this position after the 52 weeks (2011).

**□ Wayfinder
Carving
Proposal**

Frank presented a wayfinder carving proposal supported by some business owners in the Village. Like signs in Agassiz he feels we need signs to direct people to the various businesses in town. We think a chainsaw carvings type would look very nice in the plaza area. It would add to the artistic theme of Harrison; 8-9 feet tall, local wild life that looks nice and draws attention. We will be asking the Chamber to fund this project and would be asking that the Village supply the foundation in kind.

Discussion:

- We do not want bulky items distracting the lake view
- Location is very important – not in the Plaza
- Chainsaw carvings come by the hundreds and there are questions as to quality; we would choose from a portfolio of different artists works;
- Use wood similar to the plaza structures with smaller carvings attached to it.
- We are hoping to fast track the process of review and approval through the EDC

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

October 21, 2009

PAGE (4)

then Council.

Moved by P. Stenson

Seconded by S. Key

THAT the EDC endorse the wayfinder carving proposal and wants to see further details brought to a later meeting.

CARRIED

☐ Resort
Development
Strategy

The CAO reported on the Resort Development Strategy on behalf of the Mayor.

Danny Crowell recommended focusing on page 13 and 14 and see how this Commission can help solve the obstacles noted. The resort committee is currently revising the agreement document.

Inventory of all events in Harrison should be known information, and coordination with the Tourism Office is important to see which events have been cancelled and added. Adding the Events Coordinator position and measuring the benefit of having this person in place is an important milestone achievement that can be tracked in the annual reporting to the Province.

The Visitor center has reported that higher than normal European visitors came to Harrison Hot Springs this year.

The Village faces conflicting attitudes towards tourism between residents and tourists. This should be the challenge to work on for the EDC and Council.

A great question to ask residents... Why do we live here? *We live here for the same reason tourist's come here!*

As a group (EDC) we need to sell this concept to our residents, perhaps approaching the press and running a weekly article on the benefits of tourism; this could perhaps be sponsored on by The Chamber.

Alex Kent was asked her perspective on tourism in the area. Alex reported that tourism to the youth means summer jobs. Based on her direct experience in the family business they believe it is important to create a welcome environment and always be ready to provide visitors with information and directions. Furthermore, it is the locals who set the tone and environment in our shop. Once they are involved, they spread the word about important areas and features in our community.

The Commission spoke of the benefits of employing students/retired people in the summer to be information ambassadors' (Whistler model). This type of project

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

October 21, 2009

PAGE (5)

could help bridge the gap between residents and tourists.

The bike path from Agassiz to Harrison as a potential project for prison inmate labor was put on the table.

Past experience shows that using prison labor for this type of work is a very slow process, with many conflicting schedules and rules which would not be conducive to this type of project.

The Commission discussed public transportation for the Village of Harrison. The Village has a representative on FVRD Transportation Committee in Chilliwack, who ensures that Harrison has a voice when it comes to public transportation.

Discussion about the West Coast Express or a trolley system accessible to the Village of Harrison in the future. The Commission will contact private bus companies to see what is available and if there is demand to bring some form of private transport to town either seasonal or all year round.

□ Next Steps

The next meeting is rescheduled for November 25th at 9:00am

6.

ADJOURNMENT

Moved by D. Kenyon

Seconded by K. Dopf

THAT the meeting be adjourned at 11:02 a.m.

CARRIED

Certified a true and correct copy of the minutes of the Economic Development Committee of October 21, 2009 held in Council Chambers, Village of Harrison Hot Springs, BC.

Danny Crowell
Deputy Chairman

Larry Burk
CAO

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

DATE: October 27, 2009
TIME: 10 a.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Mayor attended until 11:15
Dave Harris, Councillor
Ed Stenson
Janne Perrin
Delphine Gornall
Ken Burningham
Donna Cooney

Larry Burk, CAO

ABSENT: Ruth Altendorf

Recording Secretary, Cindy Richardson

1. **CALL TO ORDER**

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

2. **ADOPTION OF MINUTES**

☐ Adoption of Minutes

Moved by Dave Harris
Seconded by Donna Cooney

THAT the minutes of the September 8, 2009, Parks and Recreation Commission meeting be adopted.

CARRIED

3. **DELEGATIONS/PETITIONS**

4. **CHAIRPERSON REPORT**

☐ Financial Statements
and Procedures

Ed Stenson distributed and reviewed a copy of the 2008/2009 financial account statement and reviewed the procedure of record keeping for the account. Ed Stenson and Jean with the choir are the only two people that track this account with the Village Office monitoring it. E. Stenson feels that the procedure of the past practice works quite well.

L. Burk questioned if this process should continue as it does or should it be formalized for the safety of all.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
OCTOBER 27, 2009
PAGE (2)

Ed Stenson agrees that formalization is appropriate and a procedure for continuing activities needs to be established. The groups operating under the old P & R umbrella are operating with great success and should operate as usual with reports being submitted to the P & R Commission.

Ken Burningham asked about the necessity of each user budgeting for expenses such as unforeseen circumstances and replacement of equipment and transportation if appropriate.

L. Burk suggested a list of all users including their involvement be prepared. The process needs to be in place in order to effectively administer funds to groups as required.

Ken Becotte suggested communication with each group to produce a budget for the upcoming year to submit to Council through to P & R commission as a recommendation to be included in the Grants to Groups budget amount.

L. Burk stated that the Village will require budget information very soon.

Ed Stenson stated that meeting the timeline would not be an issue.

J. Perrin asked if funds would be available for the tennis group. Ed Stenson informed that yes the tennis group would qualify under the existing funding practices. She asked for clarification for sponsored and independent groups. E. Stenson provided clarification for the Commission on this matter. New groups will need to follow the approved procedures when finalized and adopted.

Moved by Delphine Gornall

Seconded by Donna Cooney

THAT the new the Parks and Recreation Commission will keep in place the same financial practices and procedures that currently exist with the Village and will continue with the sponsorship of the community groups that now exist.

CARRIED

L. Burk requested a written formal TOR for the receipt and expenditures of funds relating to the Parks and Recreation Commission.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
OCTOBER 27, 2009
PAGE (3)

Dave Harris posed the question of who purchased the piano.

Ed Stenson stated the piano was purchased by the Rec Commission with funds that were raised by the Rec Commission and therefore would be considered a Village asset.

Dave Harris informed the Commission of the travel remuneration process that Council uses and feels a list of upcoming event expenses could be beneficial for the choir. A schedule of events would be beneficial for budgeting anticipated travel expenses for the choir and other Parks and Rec groups.

Ed Stenson feels that a separate budget for the Choir would be a good idea as their financial requests exceed most of the other group requests.

Ken Becotte stated that the Parks & Rec Commission should draft a financial policy with the assistance of staff. He also stated that this is an excellent opportunity for the Parks and Rec Commission to look at future opportunities.

Ed Stenson recognized that there is work that the groups wanting sponsorship must complete as far as documenting procedures and financial reporting in order to have budgets completed within a timely manner. He will approach each group to notify them of this requirement.

Moved by Donna Cooney
Seconded by Janne Perrin

THAT Ed Stenson continue in his role overseeing the financial issues of the P & R Commission for the time being at least until a set of procedures are approved or until the Commission chooses another party or process to do so.

CARRIED

☐Senior's Choirfest

Ed Stenson distributed a report of the Multicultural Choir activities for review by the Commission. The Choir would like to host the 2011 BC Coral Festival in April, 2011 and are seeking support of the Parks and Recreation Commission for this event.

Ken Burningham stated that the BC Coral Federation donates the funds for this event and no financial responsibility will be incurred by the Commission or Village for this event. The Federation has procedures in place that will be followed for this event.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
OCTOBER 27, 2009
PAGE (4)

Ed Stenson feels because the Choir is under the “umbrella” of the Parks and Rec Commission, it would be appropriate that the Commission should endorse the event.

Moved by Janne Perrin
Seconded Donna Cooney

THAT the Parks and Recreation Commission support the Choir in hosting the 2011 BC Choral Festival.

CARRIED

5. ITEMS FOR DISCUSSION

☐ Trail Construction

Janne Perrin and Donna Cooney reviewed the trail resign standards they prepared for review of the Commission. Documents are available for review on the internet, including references from other provinces. Information from Abbotsford was requested and a document is forthcoming from their Parks Commission. The Commission was asked to review this document, links and other reference material to be able to incorporate some of the best practice and ideas for trail building in Harrison Hot Springs.

Janne Perrin suggested that the Village bring a specialist in for weed control and invasive plants.

The Kingma properties new signage that has been erected as well as the trail signage on these properties that have been removed was discussed.

Janne Perrin feels that the Village can be a leader in trail building.

Ken Becotte discussed Kingma property and how the trails may be affected by development. He would like the Parks & Rec with the Village to begin to look at directional and informational trail signage ideas.

Larry Burk commented on the issues of signage and would like to set ideas and strategies for trails. He would like to task the Commission to develop trail signage which will provide connectivity within the Village and would like to have this in place soon. Kingma is using sections 7/8 of the OCP as reference for preparing development strategies. The Village has instructed that a list of challenges and priorities be identified. The Village will work on a covenant to protect or provide public use of existing trails if possible while we work through development proposals. Kingma will be presenting their initial concepts at Council on November 16, 2009. L. Burk has recommended that Kingma provide updates on their processes to maintain good

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
OCTOBER 27, 2009
PAGE (5)

relationships with Council and the Village.

Janne Perrin requested that L. Burk refer to one of the offered documents for review when making decisions of riparian areas.

Ed Stenson suggested a Signage task group consisting of Janne Perrin, Donna Cooney, Ken Burningham for the task of development trail signage strategy.

**☐Miami River
Streamkeepers**

Janne Perrin wanted to let the committee know of the group of residents who would like to become streamkeepers. They would need approval from the Village for any projects they would undertake. They will meet on November 7, 2009 to discuss projects. Membership payment of \$15 dollars was required of each member. They would like to be a networking group with many of the other resource groups in the area. They would require insurance and the P & R Commission will be updated on the funds that would be required if any they may wish assistance with.

**☐Letter re: Trails on
Kingma Land**

Ed Stenson addressed the letter from John Allen and would like to hand over the tasks noted to the trail task group for use and review on their signage strategy.

Larry Burk stated that Kingma must agree to the Village isolating the trails in question.

☐Memorial Benches

The Commission was requested by the Mayor to start the process of discussion of Memorial Benches location of existing benches, future benches, placement and style.

Delphine Gornall had concerns of upkeep and other options of memorial plantings, trees and garbage receptacles. She felt that locations other than the waterfront within the Village should be considered.

Larry Burk agreed that the waterfront is quite full of benches and other areas should be looked at. Garbage receptacles that are far nicer looking than the ones provided are available and feedback would be welcomed from the P & R before purchase/budget setting.

J. Perrin requested landscaping around the benches would keep the area looking very nice.

Ken Burningham would like to see trees instead of benches.

Ed Stenson would like to discuss further at next meeting.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
OCTOBER 27, 2009
PAGE (6)

☐ **Liability Insurance** Larry Burk will review protocol on what is covered by MIA and report at next meeting.

☐ **Youth Program Grant** Dave Harris brought up the topic of a potential grant which was provided by the Mayor. The grant is for \$2000. Deadline for application is November 13, 2009. This grant could potential be used for a skateboard park in the Village.

Moved by Dave Harris
Seconded by Donna Cooney

THAT the Parks and Recreation Commission recommend that Council apply for the Youth Program Grant.

CARRIED

Next meeting of the Parks and Recreation Commission is now scheduled for November 24, 2009 10:00 a.m., Council Chambers.

6. **ADJOURNMENT**
☐ **Adjournment**

Moved by Dave Harris
Seconded by Delphine Gornall

THAT the meeting be adjourned at 11:56 a.m.

CARRIED

Certified a true and correct copy of the minutes
of the Parks and Recreation Commission
meeting held on October 27, 2009 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

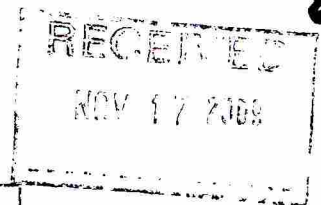
Larry Burk (CAO)

Ed Stenson(Chair)



7170 Cheam Avenue
P.O. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc.ca



FILE #	DATE
5600-081	NOV 17 2009
<input checked="" type="checkbox"/> ACCT	<input type="checkbox"/> ACCT P/R
<input type="checkbox"/> DCAD	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	<input checked="" type="checkbox"/> B <input checked="" type="checkbox"/> C
COUNCIL AGENDA	
DATE	Dec 7/09
INITIAL	
(ITEMS: A - REQ. ACTION B - INFO - W RESP; C - INFO ONLY)	

COPIES
enclosed
FILE: VHHS

November 12, 2009

Mr. Larry Burk, CAO
Village of Harrison Hot Springs
P.O. Box 160, 495 Hot Springs Rd.
Harrison Hot Springs, BC
V0M 1K0

Dear Mr. Burk:

Re: Water Main Extension on McPherson Road

Thank you for your letter dated October 26, 2009 requesting the District of Kent (District) consider options for the Village of Harrison Hot Springs (Village) to extend its water main on McPherson Road.

Our Council received your letter at its in-camera meeting on the November 9, 2009. The District agrees to negotiate a statutory right of way over the District's portion of McPherson Road to permit the Village to extend its water main. In return, the Village agrees to provide us with a covenant to rehabilitate the asphalt, provide regular roadway maintenance of the asphalt and shoulder including snow plowing on the District's south half of the roadway, and allow future servicing connections for District properties along the south side of McPherson Road.

Further standard engineering, liability and insurance conditions are required as follows:

- District staff will need to review and approve the engineering drawings to insure specification and standards meet District requirements and acceptable engineering practices.
- The contract document will need to be reviewed to ensure that the Village and/or its contractor are accepting all responsibility for the appropriate safety, insurance and liability requirements.
- The Village or its contractor will be required to obtain a "Temporary Land Use Permit" from the District.
- The District would need to inspect and approve the completed works and be provided a copy of the as-constructed drawings and associated documents.

By providing an understanding of the Districts requirements and working with Village, we trust that this early response will help the Village meet their scheduling requirements.

Please contact me if you have any questions or require further information.

Yours truly,

A handwritten signature in black ink, appearing to read 'Mick Thiessen', with a long horizontal flourish extending to the right.

Mick Thiessen,
Director of Engineering Services

cc: Mayor & Council, Village of Harrison Hot Springs
Mayor & Council, District of Kent
Wallace Mah, Chief Administrative Officer, District of Kent

Reader .



Incorporated May 27, 1949

Village of Harrison Hot Springs

P.O. BOX 160, 495 HOT SPRINGS ROAD,
HARRISON HOT SPRINGS, B.C. V0M 1K0

MUNICIPAL OFFICE (604) 796-2171
PUBLIC WORKS DEPT (604) 796-2171
FAX NUMBER (604) 796-2192
EMAIL: info@harrisonhotsprings.ca
WEBSITE: www.harrisonhotsprings.ca

File: 5600-08

November 24, 2009

District of Kent
7170 Cheam Avenue
PO Box 70, Agassiz, BC V0M 1A0

Attention: Mick Thiessen, Director of Engineering Services

Dear Mr. Thiessen:

Subject: Water main extension on McPherson Road

I note in your letter of November 12, 2009 that you require a statutory right of way over an already dedicated road right of way.

If this road is considered an "Intermunicipal Boundary Highway" per Division 5 Section 37 of the *Community Charter*, then I suspect that Part 3, Division 5, Section 35 (11) of the *Community Charter* might apply. In that, a Council may grant a license of occupation, an easement or permit of encroachment in respect of the portion of a highway that is vested in the municipality.

I am familiar with a document called a *Highways Use Permit*. Is your *Temporary Land Use Permit* the same as a *license of occupation, easement or an encroachment permit* as noted above? I am curious as to the term of time for "temporary" in the title. We would need some understanding that the water main would not have to be removed or relocated after a period of time.

The document would be crafted to provide for appropriate coverage of issues including snow removal and if necessary ongoing surface repairs to the asphalt and shoulders on the portion of the highway vested in the District of Kent. The form of document can also include provisions for insurance and limiting liability of the District from the water main, etc.

Harrison Hot Springs is committed to being a viable, sustainable, environmentally friendly community striving for financial responsibility. Working on short and long term goals that foster responsible stewardship is the future of Harrison Hot Springs.

We cannot however, agree to future water servicing to lands within the District of Kent. As you might understand the capacity and designs of our community water system do not take into account servicing of lands outside the Village.

Suitable adequacy of the existing system within the Village to include lands in the District would have to be reviewed. DCC's and latecomer charges for benefitting parcels would also have to be considered. Intermunicipal service agreements per Part 2, Division 3 Section 14 of the *Community Charter* would have to be executed. Also, I suspect that consideration for servicing lands outside the Village would require public consultation in the form of a referendum or alternate approval process.

At the appropriate time we will provide design plans and contract documents for your review. Formal designs, tender and contract documents will be per MMCD specifications and standards. We will ensure that our contractor provides necessary liability insurance during construction. As noted above whatever process we use can provide for insurance, etc. that protects the District from any liability associated with the water main and its ongoing maintenance and construction.

If you have any questions please feel free to call me to discuss further.

Yours truly,

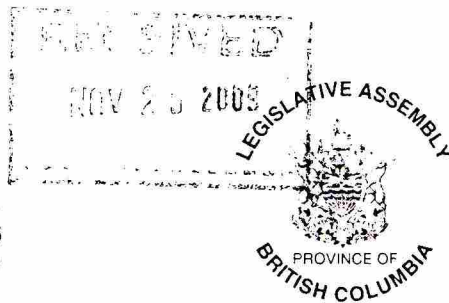

Larry Burk
Chief Administrative Officer

LB/dk

cc: Ken Becotte, Mayor

U:\Reception\LETTERS\LARRY\2009\District of Kent - McPherson Road water main extension Nov 24 2009.doc

Room 201,
Parliament Buildings,
Victoria, BC V8V 1X4
Phone: 250-387-3655
Fax: 250-387-4680



8.2

FILE #	NOV 20 2009
<input checked="" type="checkbox"/> ACCT	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAC	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> BIL ENF
<input type="checkbox"/> SUP PW	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	DEC 7
INITIAL GC	
(ITEMS A - REQ. ACTION B - INFO - W RESP; C - INFO ONLY)	

November 17, 2009

Mayor Becotte and Councillors
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Mayor Becotte and Councillors:

As the new Opposition Critics for Transportation and Infrastructure, we would like to take this opportunity to introduce ourselves and ask for your input with regard to Transportation and Highway topics in your jurisdiction in British Columbia.

Harry Bains as the MLA for Surrey-Newton is familiar with many of the issues in the dense population of the Lower Mainland. Gary Coons as MLA for the North Coast is familiar with the challenges faced by remote and rural communities.

We are interested in learning from you any particular issues you may experience within our critic portfolio. Are you facing any issues with Highway maintenance and infrastructure? Have there been problems with contractors? Are the roads and signs in your jurisdiction being maintained at a satisfactory level? Are there any other issues that you feel are not being addressed by the current government?

You can find information about the maintenance level of standards that highway contractors must meet according to the contract between the BC Government and your local road maintenance contractor. Please take the time to look at the website:

http://www.bcgeu.ca/Information_kit_helps_drivers_evaluate_road_maintenance.

We look forward to working with you over the next several years to ensure that British Columbians have the safe roads and highways that play such an important role in all our lives.

Sincerely,

A handwritten signature in black ink, appearing to read "Harry Bains".

Harry Bains, MLA
Surrey-Newton
Opposition Critic for
Transportation and Highways

A handwritten signature in black ink, appearing to read "Gary Coons".

Gary Coons
North Coast
Deputy Opposition Critic for
Transportation and Highways

Debra Key

From: Shawn Keim [clerk@harrisonhotsprings.ca]
Sent: Thursday, November 19, 2009 11:30 AM
To: 'Maurice Wilson'
Subject: RE: H2H Relay

Maurice, thanks for your co-operation and your generous donations to our food banks. I have cc'd your email to our Council for their information!!

We look forward to working with you again in the future!
 Shawn

From: Maurice Wilson [mailto:maurice.wilson@bcathletics.org]
Sent: November 19, 2009 11:16 AM
To: Shawn Keim
Subject: H2H Relay

Hi Shawn,

Thank you for the prompt return of the damage deposit. And thank you for bringing to my attention the complaint regarding the person with no regard for private property. It is a concern that we take seriously, and we unreservedly apologize to the resident. We had placed 2 port-a-potties in the parking lot of the park, within 40 meters of the finish, so there was really no excuse for this person not using them. They were well used, so we might consider adding one or two more next year. And we will certainly look at ways to make all participants aware of their location. If you have further suggestions, we are open to hear them.

Thank you once again for your help in making the event a success. We have 15 bins of canned and dried food that we'll be dividing between the food banks in Maple Ridge, Mission and Agassiz very shortly, together with a donation of \$2,000 cash to each food bank.

Maurice Wilson

BC Athletics, Technical Manager Road & Cross Country Running
 120 - 3820 Cessna Drive
 Richmond, BC V7B 0A2
 (T) 604-333-3553 (F) 604-333-3551
www.bcathletics.org

FILE #	DATE	
8100-20	NOV 19 2009	
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> ACC	<input type="checkbox"/> P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADI	<input type="checkbox"/> ADI
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L E	<input type="checkbox"/> B/L E
<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	Dec 7/09	
	INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY)		



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 23, 2009

File: 3920-20-Bylaw No. 0987

Karla Lanktree, Acting CAO, District of Hope
Wallace Mah, CAO, District of Kent
Larry Burk, CAO, Village of Harrison Hot Springs

Dear Sir/Madam,

Re: Request for Statutory Consent for Proposed Fraser Valley Regional District Base Mapping Service Area Amendment Bylaw No. 0987, 2009

The District of Kent and Electoral Areas A, B, C, D, E, F and G of the Fraser Valley Regional District (FVRD) have expressed a desire to withdraw from the FVRD Base Mapping Service and the District of Hope and the Village of Harrison Hot Springs have expressed a desire to remain in the Service. Therefore, the Board of Directors of the FVRD has resolved to amend the Base Mapping Extended Service Area to exclude the District of Kent and all Electoral Areas of the FVRD. In accordance with the relevant provisions of the *Local Government Act*, this will be achieved by way of an amending bylaw.

The "Fraser Valley Regional District Base Mapping Service Area Amendment Bylaw No. 0987, 2009" was given 3 readings by the FVRD board of Directors on November 24, 2009 and a copy is enclosed for your reference. The next steps in the process are:

- To seek the necessary statutory consents from the participants in the service in accordance with S. 802.3 of the *Local Government Act*;
- Approval of Bylaw 0987, 2009 by the Inspector of Municipalities; and
- Adoption of Bylaw 0987, 2009 by the FVRD Board.

In view of the foregoing, we are requesting that your respective Councils give consent, by way of formal resolution, to the amendment of the FVRD Base Mapping Extended Service Area.

Your prompt attention to this matter would be greatly appreciated. If you have any questions or concerns regarding the bylaw, please do not hesitate to contact Suzanne Gresham toll free at 1-800-528-0061, or direct at (604)-702-5032.

Sincerely,

Suzanne Gresham
Director of Corporate Administration

Cc: Gerald H Kingston, Chief Administrative Officer, FVRD

FILE #	604-702-5000	ACCTS	P/R	ADMIN	B/L ENF	MAYOR	PAYROLL	RECONCILE	TAX	ITEM	B	C	COUNCIL	AGENDA	DATE	INITIAL	(ITEMS: A - REQ. ACTION, B - INFO - W/RESP, C - INFO ONLY)
604-702-5000	604-702-5000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 0987, 2009

A bylaw to amend the boundaries
of the Fraser Valley Regional District Base Mapping Extended Service Area

WHEREAS the *Local Government Act, RSBC 1996, Ch. 323 (the "Act")* authorizes a Regional District to operate any service that the Board considers necessary or desirable for all or part of the regional district;

AND WHEREAS "Fraser Valley Regional District Base Mapping Extended Service Area Establishment Bylaw No. 0066, 1996" was adopted by the Fraser Valley Regional District Board (the "Board") on January 28, 1997;

AND WHEREAS the District of Kent, and Electoral Areas A, B, C, D, E, F and G of the Fraser Valley Regional District have expressed a desire to withdraw from the Fraser Valley Regional District Base Mapping Service;

AND WHEREAS the District of Hope and the Village of Harrison Hot Springs have expressed a desire to remain in the Fraser Valley Regional District Base Mapping Service;

AND WHEREAS in accordance with Section 802 of the Act, the Fraser Valley Regional District Board has obtained the consent of at least 2/3 of the participants in the Fraser Valley Regional District Base Mapping Service Area to amend the "Fraser Valley Regional District Base Mapping Extended Service Area Establishment Bylaw No. 0066, 1996" by providing for the withdrawal of District of Kent, and Electoral Areas A, B, C, D, E, F and G of the Fraser Valley Regional District from this service;

NOW THEREFORE in open meeting assembled, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1. **CITATION:**

- (a) This bylaw may be officially cited for all purposes as the "Fraser Valley Regional District Base Mapping Service Area Amendment Bylaw No. 0987, 2009".

2. **ENACTMENT**

- (a) "Fraser Valley Regional District Base Mapping Extended Service Area Establishment Bylaw No. 0066, 1996" is hereby amended by amending the boundaries of the Fraser Valley Regional District Base Mapping Service Area to include only the District of Hope and the Village of Harrison Hot Springs in their entirety.

- (b) The amended participating area and boundaries of the Fraser Valley Regional District Base Mapping Service Area include only the District of Hope and the Village of Harrison Hot Springs in their entirety;
- (c) That the provisions of all bylaws that are now in effect with regard to the establishment of the Fraser Valley Regional District Base Mapping Service remain in full force and effect.

3. READINGS AND ADOPTION

READ A FIRST TIME this 24th DAY OF November, 2009

READ A SECOND TIME this 24th DAY OF November, 2009

READ A THIRD TIME this 24th DAY OF November, 2009

APPROVAL OF THE INSPECTOR
Of MUNICIPALITIES this DAY OF , 2009

ADOPTED BY THE BOARD this DAY OF ,2009

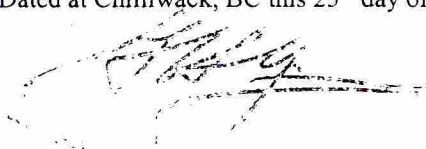
Chair/Vice-Chair

Chief Administrative Officer/Deputy

4. CERTIFICATIONS

I hereby certify the foregoing to be a true and correct copy of "Fraser Valley Regional District Base Mapping Service Area Amendment Bylaw No. 0987, 2009". as read a third time by the Fraser Valley Regional District Board this 24th day of November, 2009.

Dated at Chilliwack, BC this 25th day of November, 2009.



Chief Administrative Officer/Deputy





COAST

MENTAL HEALTH
FOUNDATION

8.5

FILE #	230	DEC 01 2009
<input checked="" type="checkbox"/> COAST	<input type="checkbox"/> ACCTS P/R	
<input checked="" type="checkbox"/> DCAC	<input type="checkbox"/> ADMIN	
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENT	
<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 <u>Dec 7</u>		
		INITIAL <input type="checkbox"/>
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)		

Proud Host of The Courage To Come Back Awards

November 23, 2009

VILLAGE OF HARRISON HOT SPRINGS

Box 160

Harrison Hot Springs BC V0M 1K0

Dear Sir/Madam:

Each year, **The Courage To Come Back Awards** honour six British Columbians who have overcome tremendous challenges and reach out to help others in our province. They are our loved ones, our neighbours, our friends, who have faced seemingly-insurmountable odds and who have inspired us by their courage, strength, and drive to give back to their communities. Courage recipients show us that people can walk again despite the predictions of some of the best medical minds. They teach us that disabled does not mean unable. They prove that hearing voices in one's head does not mean a lifetime in hospital. These are our role models.

One award is given in each category: Medical, Physical Rehabilitation, Mental Health, Social Adversity, Addiction, and Youth to a person who has demonstrated inspirational achievements overcoming illness, injury, addiction or social adversity and who has given back to his or her community. The recipients are selected by volunteer panels of category experts who review the hundreds of nominations received. Your familiarity with your community could be of great help in identifying individuals who deserve this special recognition – please consider nominating someone you know.

Each of the six award recipients will have their stories told in **The Province** newspaper, on **Global BC's** Early News, and on **News1130** and **Fairchild** radio stations. Then, on Thursday, May 6, 2010, Coast will honour the award recipients at the 12th Annual Courage To Come Back Awards in front of their friends, families and nearly 1,000 special guests at the elegant Hyatt Regency Vancouver at a gala banquet hosted by Deborra Hope and Kevin Evans. This unforgettable night is always inspirational.

Please help us find six additional deserving recipients for 2010 by displaying the enclosed Call for Nominations poster and brochure. The deadline for nominations is February 12, 2010. Visit www.coastmentalhealth.com/courage or www.theprovince.com/courage for additional nomination forms.

For more information or to insert a PDF nomination form or link on your website, please contact Patricia Wiggins toll-free at 1-877-602-6278, at patriciaw@coastmentalhealth.com or 604-675-2327. Your support in promoting The Courage To Come Back nominations drive is greatly appreciated.

Sincerely,

Lorne Segal, Chair
Courage To Come Back Awards

COAST MENTAL HEALTH FOUNDATION

293 East 11th Avenue Vancouver, BC V5T 2C4 Phone: 604-872-3502 Fax: 604-879-2363 Toll Free: 1 877-602-6278

www.coastmentalhealth.com info@coastmentalhealth.com

SEQ-24 49





CITY OF BURNABY
OFFICE OF THE MAYOR
DEREK R. CORRIGAN
MAYOR

November 23, 2009

Mayor and Council
Village of Harrison Hot Springs
P.O. Box 160
Harrison Hot Springs, BC V0M 1K0

FILE #	DATE
470-30	DEC 02 2009
<input checked="" type="checkbox"/> DCAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE: Dec 7/09	
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ. ACTION B - INFO - W RESP C - INFO ONLY)	

Dear Mayor and Council:

Burnaby City Council, at the Open Council meeting held on 2009 November 16, received a staff report prepared in response to correspondence from Solicitor General Kash Heed regarding the proposed costs and governance structure associated with the Police Records Information Management Environment (PRIME).

Burnaby Council is very concerned about the rising costs of PRIME, from a "no cost to municipalities" position to \$1,000 per RCMP Member and the creation of a Board of Directors with no representation from local governments.

As a result I have written to Solicitor General Kash Heed, expressing our concerns and requesting an urgent review of both the costs and governance structure of PRIME. I am providing a copy of our staff report and my correspondence to the Solicitor General for your information.

Burnaby Council urges all UBCM members continue to actively petition the Provincial government and your MLAs to ensure local governments are properly represented on the PRIME Board of Directors, and that we have a voice in the determination of costs related to operations, maintenance and future upgrades.

Very truly yours,

Derek Corrigan

Derek R. Corrigan,
Mayor

TO: CITY MANAGER **DATE:** 2009 November 10

FROM: DIRECTOR FINANCE **FILE:** 27000 01
Reference: RCMP Prime

SUBJECT: POLICE RECORDS INFORMATION MANAGEMENT ENVIRONMENT

PURPOSE: To Provide Council with an Update and Overview of the Provincial Police Information System

RECOMMENDATIONS:

1. **THAT** Burnaby request that the Province provide municipal representation on the PRIME-BC Board of Directors.

REPORT

Arising out of the discussion of the correspondence item "*User Fee for the Police Records Information Management Environment (PRIME)*" from the B.C. Solicitor General, at the meeting of 2009 October 07, Council requested an update and background on PRIME-BC.

In 1997 the BC Association of Chiefs of Police passed a resolution that stated the need to "*Adopt a common police information system in British Columbia which is focused on supporting operational police officers and the delivery of community policing...*" The resolution was born out of the need for quicker access and sharing of the mass of police information stored in various formats and in multiple agencies throughout B.C.

PRIME-BC was legislated by the Province into existence as a multi jurisdictional shared police information system that is integrated to the Courts (JUSTIN) system. It is based on Canadian developed computer software called *Versadex* that uses a single shared common data base and relies on electronic report submission from the police officers in the field. The software is also used widely across North America and provides a high degree of functionality including general occurrence reports, major case management, document imaging, integrated mug-shots, officer scheduling, electronic workflow, arrest, booking and court follow-up in formats shared by all jurisdictions of the justice system.

To: City Manager
From: Director Finance
Re: Police Records Information Management
Environment

2009 November 02..... Page 2

The governance of the system is provided by PRIMECorp, a private company incorporated in 2003. The governing Board of Directors consists of six members:

Director of Police Services
C/O RCMP "E" Division
C/C Capital Regional District Police Chiefs
C/C Vancouver Police
C/C Mainland Municipal Chiefs
President/CEO E-Comm

There is no local government representation or input into the operation, maintenance or upgrade of the systems governed by PRIMECorp. Burnaby does have a staff representative recently invited to sit on the PRIMECorp Finance Committee.

Local government representation, at the Board level, would provide a connection to PRIMECorp that would ensure municipal issues were brought forward and considered in changes to the functionality and operation of PRIME. Attached is a draft, multi-municipal, letter to Minister Kash Heed, being coordinated by Port Coquitlam, in support of a UBCM resolution requesting municipal representation on the PRIME-BC Board. It is recommended that Burnaby indicate its support of the request by being signatory to the multi-municipal letter.

PRIME was first introduced, by the Province, to the local municipalities in 2004 December as a replacement for the existing information system, PIRS (Police Information Retrieval System), with a phased implementation over a four year time period. The implementation, in Burnaby, was completed in 2007.

The PIRS system that was used prior to the adoption of PRIME was charged to the city based on \$228 per Regular RCMP Member. At the time that the Province introduced PRIME the understanding was that it was a provincial initiative that represented "no-cost-to-municipalities". In January 2007 the city was notified that a \$500 per member levy was introduced to cover the operating, maintenance and licence costs of PRIME. At that same time the PIRS levy was discontinued and therefore partially offset the cost increase of the newly introduced PRIME levy. The incremental increase for PRIME was justified through the need to cover the more complex software and maintenance of a Master Name Index that links names from incidents to existing names and incidents in the database.

The change to the use of PRIME by local detachments required a significant training component to ensure the potential increases in functionality were realized. The training required, over the implementation period at Burnaby, resulted in a total cost of \$267,325.

It was understood, by the municipalities, that PRIME's real time update and 24/7 access to the information may require business process changes at the various detachments. It was also stated that the comprehensive "transcription" process, required to validate data, needed to be analyzed to determine the most effective model. Since implementation the transcription services have been centralized and charged to Burnaby through the policing contract, the current rate is \$124,534/year (2010/11).

To: City Manager
From: Director Finance
Re: Police Records Information Management
Environment
2009 November 02..... Page 3

Since its introduction, the letter from the Solicitor General indicates, several enhancements have been made to PRIME resulting in its operating costs being \$12 million per year. The Minister anticipates that RCMP Headquarters will cover \$3 million per year with the remaining \$9 million to be allocated amongst the municipalities based on 9,000 RCMP members Province wide. The resulting levy is \$1,000/member/year and equates to a cost of \$308,600/year for Burnaby (including the integrated units).

The PRIMECorp Board of Directors is currently evaluating future enhancements to the system including, Site Disaster Recovery, Server Consolidation, Network Consolidation, and Two Factor Authentication. The costs of the enhancements and impact on the municipal levy are not known at this time.

Cost Summary:

PRIME annual operations levy	\$308,600
Transcription services	<u>124,534</u>
Annual cost to Burnaby	<u>433,134</u>

One-time Costs:

Training	267,325
Potential enhancements	500,000

The foregoing is provided for the information of Council.



Rick Earle
DIRECTOR FINANCE

Copied to: OIC Burnaby RCMP Detachment



CITY OF BURNABY
OFFICE OF THE MAYOR
DEREK R. CORRIGAN
MAYOR

November 23, 2009

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

Dear Mr. Heed:

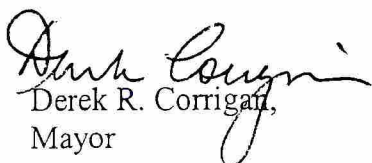
Burnaby City Council is in receipt of your correspondence regarding the "Police Records Information Management Environment (PRIME)" information system. In addition, we have received information from City staff providing background on the development of PRIME and its governance structure, as well as, system costs and potential future upgrades (*copy attached*).

Council was disappointed to learn that while municipalities are being told we will be required to pay a \$1000 per member levy to cover operating, maintenance and other costs associated with PRIME, there is no local government representation on the Board of Directors responsible for the operations, maintenance or upgrade of this system. I am sure you will agree that to have a Board of Directors responsible for assigning costs without any representation from those required to pay those costs is tantamount to "taxation without representation."

Initially PRIME was represented as a "no cost to municipalities" program. Subsequently we were told we would be required to pay \$500 per RCMP member for the service. Now we are told it will be \$1,000 per RCMP member. Yet we have no representation on the Board of Directors, no control over the costs, future upgrades or maintenance and we are expected to somehow find the funding to pay those costs, which in our Municipality will be an additional \$308,000 per year. As you well know, our only revenue sources are property taxes and user fees. To go from "at no cost to municipalities" to \$1,000 per RCMP member per year, places an untenable financial burden upon local governments and our Citizens.

On behalf of Burnaby City Council, I am requesting an urgent review of the PRIME cost and governance structure with the goal of providing consultation on sustainable, shared costs and majority representation from local governments across British Columbia.

Very truly yours,


Derek R. Corrigan,
Mayor

October 6, 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

October 6, 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



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

November 25, 2009

File: 3920-20-

FILE #	DEC 01 2009
Bylaw No.	0982
CTS	P/E
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL	<input checked="" type="checkbox"/> COUNCIL
TAX	
ITEM	(A) B C
COUNCIL AGENDA	
DATE	Dec 7
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ, ACTION; B - NEG, W/RESP; C - INFO ONLY)	

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

Dear Sir/Madam,

Re: Request for Statutory Consent for Proposed Fraser Valley Regional District Regional Fire Dispatch Service Area Establishment Bylaw No. 0982, 2009

The Board of Directors of the FVRD has resolved to create a regional fire dispatch service area. In accordance with the relevant provisions of the *Local Government Act*, this will be achieved by way of an establishing bylaw.

The "Fraser Valley Regional District Regional Fire Dispatch Service Area Establishment Bylaw No. 0982, 2009" was given 3 readings by the FVRD board of Directors on November 24, 2009 and a copy is enclosed for your reference. The next steps in the process are:

- To seek the necessary statutory consents from the participants in the service in accordance with S. 801.4 of the *Local Government Act*;
- Approval of Bylaw 0982, 2009 by the Inspector of Municipalities; and
- Adoption of Bylaw 0982, 2009 by the FVRD Board.

In view of the foregoing, we are requesting that your respective Councils give consent, by way of formal resolution, to the establishment of a regional fire dispatch service.

Your prompt attention to this matter would be greatly appreciated. If you have any questions or concerns regarding the bylaw, please do not hesitate to contact Suzanne Gresham toll free at 1-800-528-0061, or direct at (604)-702-5032.

Sincerely,


Suzanne Gresham

Director of Corporate Administration

Cc: Gerald H Kingston, Chief Administrative Officer, FVRD

FRASER VALLEY REGION DISTRICT

BYLAW NO. 0982, 2009

A Bylaw to Establish a Service Area for Fire Dispatch Services within the Fraser Valley Regional District

WHEREAS pursuant to Section 796 of the Local Government Act, R.S.B.C. Chapter 323 (the "*Act*"), a Regional District may, by bylaw, operate any service that the Regional Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Fraser Valley Regional District Board, deems it desirable to operate and establish a service for Fire Dispatch in all of the Fraser Valley Regional District;

AND WHEREAS consent on behalf of electoral participating area electors in Electoral Areas A, B, C, D, E, F and G of the Fraser Valley Regional District has been obtained in accordance with Section 801.5(1)(b) of the *Act*;

AND WHEREAS consent on behalf of municipal participating areas of the Fraser Valley Regional District has been obtained in accordance with Section 801.4 of the *Act*;

NOW THEREFORE, Fraser Valley Region District Board in open meeting assembled enacts as follows:

1. OFFICIAL CITATION

This bylaw may be officially cited as the "Fraser Valley Regional District Regional Fire Dispatch Service Area Establishment Bylaw No. 0982, 2009".

2. TERMS

- a) The Fraser Valley Region District hereby establishes the "Regional Fire Dispatch Service Area".
- b) The participating area and boundaries for the "Regional Fire Dispatch Service Area" includes all of the Fraser Valley Regional District.
- c) In accordance with Section 803 of the *Act*, the annual costs for the service established by this bylaw shall be recovered by one or more of the following:
 - i) The requisition of money to be collected by a property value tax levied and collected in accordance with Division 4.3 [Requisition and Tax Collection] of the *Act*; and/or;

ii) Parcel taxes imposed in accordance with Division 4.3 [Requisition and Tax Collection) of the *Act*; and/or

iii) The imposition of fees and other charges pursuant to section 363 of the *Act* that may be fixed by separate bylaw for the purpose of recovering these costs.

3. READINGS AND ADOPTION

READ A FIRST TIME this 24th day of November, 2009

READ A SECOND TIME this 24th day of November, 2009

READ A THIRD TIME this 24th day of November, 2009

APPROVED BY THE INSPECTOR
OF MUNICIPALITIES this

ADOPTED BY THE BOARD this

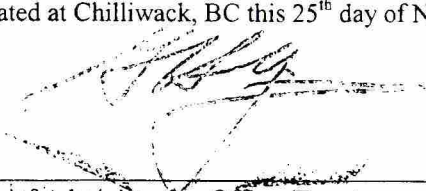
Chair/Vice-Chair

Chief Administrative Officer/ Deputy

4. CERTIFICATIONS

I hereby certify the foregoing to be a true and correct copy of "Fraser Valley Regional District Regional Fire Dispatch Service Area Establishment Bylaw No. 0982, 2009".as read a third time on the 24th day of November, 2009.

Dated at Chilliwack, BC this 25th day of November, 2009.



Chief Administrative Officer/Deputy



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

November 25, 2009

File: 3920-20-Bylaw No. 0981

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

Dear Sir/Madam,

Re: Request for Statutory Consent for Proposed Fraser Valley Regional District Regional Enhanced 9-1-1 Emergency Telephone Service Area Merger Bylaw No. 0981, 2009

The Board of Directors of the FVRD has resolved to create a regional E-9-1-1 emergency telephone service area by merging three existing services. In accordance with the relevant provisions of the *Local Government Act*, this will be achieved by way of an establishing bylaw.

The "Fraser Valley Regional District Regional Enhanced 9-1-1 Emergency Telephone Service Area Merger Bylaw No. 0981, 2009" was given 3 readings by the FVRD board of Directors on November 24, 2009 and a copy is enclosed for your reference. The next steps in the process are:

- To seek the necessary statutory consents from the participants in the service in accordance with S. 801.4 of the *Local Government Act*;
- Approval of Bylaw 0981, 2009 by the Inspector of Municipalities; and
- Adoption of Bylaw 0981, 2009 by the FVRD Board.

In view of the foregoing, we are requesting that your respective Councils give consent, by way of formal resolution, to the establishment of a regional E-9-1-1 emergency telephone service area.

Your prompt attention to this matter would be greatly appreciated. If you have any questions or concerns regarding the bylaw, please do not hesitate to contact Suzanne Gresham toll free at 1-800-528-0061, or direct at (604)-702-5032.

Sincerely,


Suzanne Gresham

Director of Corporate Administration

Cc: Gerald H Kingston, Chief Administrative Officer, FVRD

FILED	DEC 01 2009	ACCTS	ADMIN	BYL ENF	PAYROLL	COUNCIL	ITEM	DATE	INITIAL	ITEMS: A - REQ. ACTION; B - INFO - WR RESP; C - INFO ONLY
470-30-01		<input type="checkbox"/> P/R	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A B C	Dec 7		
		<input type="checkbox"/> DCAO	<input type="checkbox"/> DIR F	<input type="checkbox"/> SUP P/W	<input type="checkbox"/> TAX					

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 0981, 2009

A Bylaw to consolidate and merge the Central Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Area, the Regional District of Fraser-Cheam Enhanced 9-1-1 Emergency Telephone Extended Service Area and the Dewdney Alouette Regional District Enhanced E-9-1-1 Emergency Telephone Extended Service Area into one Local Service Area.

WHEREAS the Fraser Valley Regional District was incorporated by Letters Patent effective December 12, 1995;

AND WHEREAS Article 11.1 of the Letters Patent incorporating the Fraser Valley Regional District provides that all services of the former Central Fraser Valley Regional District, Dewdney Alouette Regional District, and the Regional District of Fraser-Cheam in force and effect at the time of dissolution, whether established by legislation, regulation, order in council, letters patent, supplementary letters patent or bylaw pursuant to the *Local Government Act* R.S.B.C. Ch. 323 1996 (the "*Act*") are services of the Fraser Valley Regional District, except as to those services described in Section 11.4 of the Letters Patent;

AND WHEREAS the Central Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Area was established by Bylaw No. 470-1991 to include all land within the District of Abbotsford, the District of Matsqui and Electoral Area A of the Central Fraser Valley Regional District, read, City of Abbotsford and portions of Electoral Area G of the Fraser Valley Regional District;

AND WHEREAS the Regional District of Fraser-Cheam Enhanced 9-1-1 Emergency Telephone Extended Service Area was established by Bylaw No. 0940, 1990 to include all land within the District of Chilliwack, the District of Kent, the Town of Hope, the Village of Harrison Hot Springs, and Electoral Areas A, B, C, D, E and F of the Regional District of Fraser-Cheam, read, the City of Chilliwack, the District of Kent, the District of Hope, the Village of Harrison Hot Springs, and Electoral Areas A, B, D, E, and portions of Electoral Area C of the Fraser Valley Regional District;

AND WHEREAS the Dewdney Alouette Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Area was established by Bylaw 547-1991, to include all land within the District of Mission and Electoral Areas B, C, D and E of the Dewdney Alouette Regional District, read District of Mission, Electoral Area G, and portions of Electoral Areas C and F of the Fraser Valley Regional District;

AND WHEREAS Section 802 of the *Act*, provides that the Board may, by Bylaw, provide for changes to the boundaries of a Service Area, including merging two or more service areas;

AND WHEREAS the Board of Directors of the Fraser Valley Regional District wishes to merge the Central Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Area, the Regional District of Fraser-Cheam Enhanced 9-1-1 Emergency Telephone Extended Service Area and the Dewdney Alouette Regional District Enhanced E-9-1-1 Emergency Telephone Extended Service Area for the purpose of establishing a separate Service Area to provide enhanced 9-1-1 emergency telephone services for the Fraser Valley Regional District;

AND WHEREAS consent on behalf of electoral participating area electors in Electoral Areas A, B, C, D, E, F and G of the Fraser Valley Regional District has been obtained in accordance with Section 801.5(1)(b) of the *Act*;

AND WHEREAS consent on behalf of municipal participating areas of the Fraser Valley Regional District has been obtained in accordance with Section 801.4 of the *Act*;

NOW THEREFORE in open meeting assembled, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1. CITATION

This Bylaw may be officially cited for all purposes as the "Fraser Valley Regional District Regional Enhanced 9-1-1 Emergency Telephone Service Area Merger Bylaw No. 0981, 2009".

2. ENACTMENT

- a) The Regional District hereby merges the Central Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Area, the Regional District of Fraser-Cheam Enhanced 9-1-1 Emergency Telephone Extended Service Area and the Dewdney Alouette Regional District Enhanced E-9-1-1 Emergency Telephone Extended Service Area for the purpose of establishing a separate Service Area to provide enhanced 9-1-1 emergency telephone services for the Fraser Valley Regional District ;
- b) The boundaries of the former Central Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Area, the Regional District of Fraser-Cheam Enhanced 9-1-1 Emergency Telephone Extended Service Area and the Dewdney Alouette Regional District Enhanced E-9-1-1 Emergency Telephone Extended Service Area are hereby consolidated and merged into a separate Service Area, hereinafter referred to as the "Fraser Valley Regional District Regional Enhanced 9-1-1 Emergency Telephone Service Area" for financial and budgetary purposes;

- c) The Regional District Board is hereby empowered and authorized to undertake and carry out, or cause to be undertaken or caused to be carried out, provision of an enhanced 9-1-1 emergency telephone service, in accordance with plans approved by the Board of Directors, to do all things necessary in connection therewith and without limiting the generality of the foregoing to:
 - (i) acquire all such licenses, titles, rights or authorities as may be required or desirable for, or in connection with, the provisions of the enhanced 9-1-1 emergency telephone service;
 - (ii) to enter into contracts with such authorities and companies as may be necessary or appropriate to implement and maintain the enhanced 9-1-1 emergency telephone service .
- d) The boundaries of the Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Service Area shall be the boundaries of the Fraser Valley Regional District.
- e) The participants of the Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Service Area shall be Electoral Areas A, B, C, D, E, F, and G of the Fraser Valley Regional District, and the City of Abbotsford, City of Chilliwack, District of Mission, District of Kent, District of Hope, and the Village of Harrison Hot Springs.
- f) In accordance with Section 803 (1) of the *Act*, the annual costs of the service may be recovered by:
 - (i) the requisition of money under section 805 and 806 to be collected by a property value tax levied and collected under section 805.1 and 806.1; and/or
 - (b) the imposition of fees and other charges that may be set by separate bylaw for the purpose of recovering these costs;

3. **REPEAL**

- a) Central Fraser Valley Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Establishment Bylaw No. 470, 1991 and any and all amendments attached thereto are hereby repealed.
- b) Regional District of Fraser-Cheam Enhanced 9-1-1 Emergency Telephone Service Establishment Bylaw No. 940, 1990 and any and all amendments attached thereto are hereby repealed.
- c) Dewdney-Alouette Regional District Enhanced 9-1-1 Emergency Telephone Extended Service Establishment Bylaw no. 547-1991 and any and all amendments attached thereto are hereby repealed.

4. **READINGS AND ADOPTION**

READ A FIRST TIME THIS 24th day of November, 2009

READ A SECOND TIME THIS 24th day of November, 2009

READ A THIRD TIME THIS 24th day of November, 2009

APPROVED BY THE INSPECTOR OF
MUNICIPALITIES THIS

ADOPTED THIS

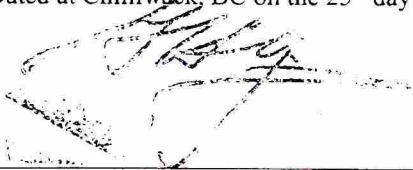
Chair/Vice-Chair

Chief Administrative Officer/Deputy

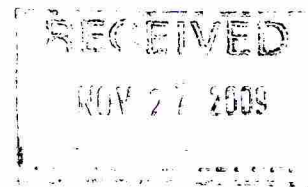
5. **CERTIFICATIONS**

I hereby certify the foregoing to be a true and correct copy of "Fraser Valley Regional District Regional Enhanced 9-1-1 Emergency Telephone Service Area Merger Bylaw No. 0981, 2009" as read a third time by the Fraser Valley Regional District Board on the 24th day of November, 2009.

Dated at Chilliwack, BC on the 25th day of November, 2009



Chief Administrative Officer/Deputy



8.9

PAUL YUZYK AWARD for MULTICULTURALISM

Dear Sir/Madam,

Cultural diversity is one of Canada's most valuable assets and greatest strengths. Multiculturalism has shaped our history and helped make Canada a model of unity-in-diversity.

Last year, the Government of Canada established the Paul Yuzyk Award for Multiculturalism to honour those dedicated to promoting multiculturalism in Canada.

This award commemorates the pioneering legacy and achievements of the late Senator Yuzyk in the area of multiculturalism. Senator Yuzyk's efforts helped lead to the recognition of multiculturalism as one of the fundamental characteristics of Canadian heritage and identity.

The award acknowledges and honours individuals in communities across Canada who have made exceptional contributions to multiculturalism and diversity, and is open to all citizens and permanent residents. The award includes a \$20,000 grant to be given to an eligible, registered not-for-profit Canadian organization or association of the recipient's choice.

Nominations for the 2010 Paul Yuzyk Award for Multiculturalism are currently being accepted until March 1, 2010.

If you know of a deserving individual who has made a significant contribution to multiculturalism and diversity in Canada, I encourage you to submit a nomination for this prestigious award. More information about the award, including eligibility requirements, is included in the enclosed brochure. For further details on Senator Paul Yuzyk and the nomination process, please visit www.cic.gc.ca/paulyuzyk.

I would like to thank you for supporting this important initiative.

Sincerely,

The Honourable Jason Kenney, P.C., M.P.,
Minister of Citizenship, Immigration and Multiculturalism

FILE #	DATE
430	NOV 30 2009
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM A B C	
COUNCIL AGENDA	
DATE Dec 2/09	
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	

Canada

PAUL YUZYK AWARD *for* MULTICULTURALISM

ABOUT THE AWARD

The Paul Yuzyk Award for Multiculturalism commemorates the late Senator Yuzyk's pioneering legacy in establishing multiculturalism as one of the fundamental characteristics of Canadian heritage and identity.

The award recognizes individuals in communities across Canada who have made exceptional contributions to multiculturalism and diversity. It is given annually, for either Lifetime Achievement or Outstanding Achievement.

The Lifetime Achievement Award is given to an individual who has demonstrated ongoing dedication to the promotion of a strong multicultural society in Canada over a period of at least 10 years. The Outstanding Achievement Award is given to an individual or a group that has made a significant contribution to Canadian multiculturalism for at least one year within the last five years.

Award recipients receive a certificate signed by the Minister of Citizenship, Immigration

and Multiculturalism, and are asked to nominate a registered not-for-profit Canadian organization or association to receive a grant of \$20,000.

NOMINATION

Candidates for the Paul Yuzyk Award for Multiculturalism are accepted by nomination only. To nominate a candidate, the sponsor must submit a nomination package that includes the following elements:

- a nomination and consent form;
- a detailed description of how the candidate meets each component of the rating guide;
- supporting documents (e.g. publications, testimonials, photographs, etc.);
- two letters of support; and
- a current résumé of the nominee.

All nomination packages must be sent by mail to the address below and postmarked by March 1st of the current year to be considered:

Paul Yuzyk Award for Multiculturalism
Citizenship and Immigration Canada
365 Laurier Avenue West, 19th Floor
Ottawa, Ontario K1A 1L1

ELIGIBILITY REQUIREMENTS

To be eligible the candidate must:

- be a Canadian citizen or permanent resident of Canada;
- be 18 years of age or older;
- have demonstrated that his or her contributions to multiculturalism have played a significant role in his or her community;
- have demonstrated ongoing dedication to promoting a strong multicultural society in Canada over a period of at least 10 years, for the Lifetime Achievement Award;
- have made a significant contribution to Canadian multiculturalism for at least one year within the last five years, for the Outstanding Achievement Award;
- have demonstrated leadership, creativity, cooperation and hard work in advancing multiculturalism;
- have created effective partnerships with the public, private and voluntary sectors, local communities and/or governments; and
- have helped build bridges between communities and promoted intercultural understanding among, and equal opportunity for, all Canadians.

RATING

Nominations will be reviewed and evaluated

based on the following rating guide:

- the candidate promoted initiatives that support the objectives of the Multiculturalism Program;
- the candidate demonstrated support for the economic, social and cultural integration of new Canadians and cultural communities;
- the candidate facilitated programs such as mentorship, volunteerism, leadership and civic education among at-risk cultural youths;
- the candidate promoted intercultural understanding and Canadian values through community initiatives, with the objective of addressing issues of cultural social exclusion and radicalization; and
- the candidate's efforts had a positive impact on his or her community.

ABOUT PAUL YUZYK

(1913-1986)



Born near Estevan, Saskatchewan, in 1913 of Ukrainian immigrant parents, Paul Yuzyk was a teacher, professor, author and community organizer who wrote extensively on the Ukrainian immigrant experience.

Because of his high profile as a historian and civic leader, Mr. Yuzyk was appointed to the Senate of Canada by the Right Honourable John Diefenbaker on February 4, 1963. In a speech to the Senate, Mr. Yuzyk argued that Canada was a multicultural nation that included peoples from many different cultures, all of whom contributed to Canadian society. According to Mr. Yuzyk, Canada could succeed in building a strong nation through adherence to the principles of Confederation, compromise and "unity in diversity."

CONTACT US

For detailed information on the Paul Yuzyk Award for Multiculturalism, please visit our website or contact us by telephone or e-mail:

www.cic.gc.ca/paulyuzyk
1-888-77MULTI / 1-888-776-8584
prixpaulyuzykaward@cic.gc.ca



8.10

Canada
**Communities
 in Bloom**
 People, Plants and Pride.
 Growing Together

**Collectivités
 en fleurs**
 Citoyens et espaces verts en harmonie...
 une société florissante

DEC 11 3 2009

FILE # 080-20-00

080-20-00

☒ ACCTS
☐ PLE

☐ BDAO ☐ ADMIN

☐ DIRF ☐ RILENF

☐ SUP PW ☒ COUNCIL

☐ PAYROLL TAX ☒ COUNCIL

ITEM ☒ A ☐ B ☐ C

COUNCIL AGENDA

DATE Dec 2/09

INITIAL ☐

(ITEMS: A - REQ. ACTION;
 B - INFO - W RESP;
 C - INFO ONLY)

November 30, 2009

Village of Harrison Hot Springs

Councillor Dave Harris

PO Box 160

Harrison Hot Springs, British Columbia V0M 1K0

Dear Dave,

It is a great pleasure to invite the **Village of Harrison Hot Springs**, following its performance in the 2009 British Columbia Edition of Communities in Bloom and the recommendation of BC communities in Bloom, to participate in the 2010 National Edition.

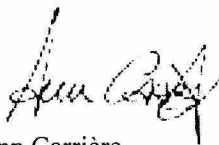
The Village of Harrison Hot Springs also has the option to participate again in the 2010 provincial edition, however please will note that the invitations for the 2011 National Edition are based on the results of the 2010 National and Provincial Editions.

The registration form (to be returned by January 15, 2010), program information and participation guidelines are enclosed. Please feel free to contact us for more information or visit our website at www.communitiesinbloom.ca.

The 2010 National Symposium on Parks & Grounds and the National Awards Ceremonies, hosted by Halifax Regional Municipality, Nova Scotia, will be held from October 27th to October 30th, 2010.

We look forward to the participation of your community.

Sincerely,



Ann Carrière

Executive Director | Directrice générale

Communities in Bloom | Collectivités en fleurs

Cc. Catherine Kennedy

People, Plants and Pride... Growing Together/Citoyens et espaces verts en harmonie... une société florissante

112, Terry Fox, Kirkland, Québec H9H 4M3 • Tel.: (514) 694-8871 Fax: (514) 694-3725

E-Mail/Courriel : bloom.fleurs@sympatico.ca

Web Site: www.communitiesinbloom.ca • Site Internet : www.collectivitesenfleurs.ca



REGISTRATION FORM / 2010 EDITION

Population Category

REGISTRATION DEADLINE: JANUARY 15, 2010

Community (please indicate if City, Town, Village, etc.)		Total Population	Mayor or Head of Council
Name of Community Contact		Position / Title	
Address		Province	Postal Code
()	()	()	()
Phone	Fax	Cell Phone	Evening Phone
E-mail		Community Website Address	
Preferred evaluation dates *: * will be considered but cannot be guaranteed		Closest Airport / Train Station for travel planning	
CATEGORY: POPULATION <input type="checkbox"/>			
Please indicate if: an invoice is required <input type="checkbox"/> or payment will follow <input type="checkbox"/>			

Communities in Bloom will:

- provide a jury formed of two volunteer judges and are given a report, mention and bloom rating;
- provide access to a reputable **information exchange network**;
- promote the community during the 2009 edition and the national awards ceremonies

Participating communities will:

- involve their community in the project and prepare for the evaluation to take place in July or August ;
- pay a registration fee based on population:

Up to 1,000: \$425.00	1,001 to 5,000: \$525.00	5,001 to 10,000: \$700.00	10,001 to 20,000: \$825.00
20,001 to 50,000: \$950.00	50,001 to 100,000: \$1,075.00	100,001 to 300,000: \$1,375.00	Over 300,000: \$1,475.00

- provide lodging for two single rooms for the two volunteer judges for the duration of the evaluation (2 nights generally, with a maximum of 3 nights for very large communities. Bed & Breakfasts are acceptable);
- provide transportation to and from the nearest airport, train station, or community where feasible;
- give recognition, when appropriate, to the sponsors.

CANCELLATION FEES:

Please note a \$50.00 fee will be charged for cancellations prior to March 30, 2010. Registration fees are non-refundable after April 1, 2010. Cancellations after May 1 2010 may incur additional charges (due to costs in changing travel arrangements for judges).



Communities in Bloom is a Canadian non-profit organization committed to fostering civic pride, environmental responsibility and beautification through community involvement and the challenge of a national program, with focus on the promotion and value of green spaces in urban settings.

"People, plants and pride... growing together" is our slogan, and it captures the essence of the program.

History. Established with the guidance of Britain in Bloom, Tidy Towns of Ireland and *Villes et Villages Fleuris de France*, Communities in Bloom held its first edition in 1995 and 29 participating municipalities were honoured at the first awards ceremonies on Parliament Hill. The program now includes hundreds of communities across the country and an international challenge involving communities from the United States, Japan and several European countries allows participants to compete internationally.

Program. The program consists of communities receiving information and being evaluated either provincially or nationally by a volunteer jury of trained professionals on the accomplishments of their entire community (municipal, private, corporate and institutional sectors, citizens) on eight key criteria: Tidiness, Environmental Awareness, Community Involvement, Natural and Cultural Heritage Conservation, Urban Forestry, Landscaped Areas, Floral Displays, and Turf & Groundcovers.

Benefits. The pride, sense of community and feeling of accomplishment generated through participation are visible in communities all over Canada. These benefits make Communities in Bloom a program where everyone wins. Participants can benefit financially from the program through community tourism initiatives, business opportunities for the entire community, and other related projects. A valuable information exchange network allows communities to share accomplishments, best practices and projects.

All participants are showcased on the Communities in Bloom website through the "Explore our Communities" section, with a description page and a link to their respective community website. The *Communities in Bloom Magazine*, published two to four times a year, also features participants and program results, as well as articles and educational content. Communities in Bloom develops, with its partners and sponsors, initiatives and promotional opportunities such as the Gardens at the CN Tower and the VIA Rail Garden Route.

Provincial and National Awards – National Symposium on Parks and Grounds. These events are a unique opportunity for elected officials, parks and grounds professionals and community volunteers to learn and share about current issues, trends and challenges not only in horticulture and gardening but in community tourism and projects, environmental awareness, and much more. The 2010 National Symposium on Parks and Grounds and Awards Ceremonies will be held in **Halifax Regional Municipality**, Nova Scotia, from October 27 to 30.

A winter edition – **WinterLights Celebrations** – created in 2001, features community efforts in the following criteria: Winter Pleasures, Festive Celebrations, Visual Presentation, Goodwill Program and Tourism / Promotion. The WinterLights Celebrations Symposium and Awards Ceremony will be held in **Charlottetown**, Prince Edward Island, from March 4 to 6, 2010.

The **Communities in Bloom Foundation**, is dedicated to funding, developing and disseminating education and awareness to a wide audience on the value, improvement, importance and sustainable development of green spaces and natural environment in Canadian society. The Foundation also awards bursaries to students in horticulture / environment programs.

Within the context of climate change and environmental concerns, communities involved in the Communities in Bloom program can be proud of their efforts, which provide real and meaningful environmental solutions and benefit all of society.



NATIONAL EDITION PARTICIPATION GUIDELINES

INTERNATIONAL CHALLENGE: A competitive category between national winners.

The International Challenge is organized by Communities in Bloom in partnership with other National Programs (such as Britain in Bloom, America in Bloom, Tidy Towns of Ireland, Japan in Bloom, Villes et Villages Fleuris de France).

- Past national winners from the previous two years are invited, based on criteria of their respective country, to compete with each other. The population categories are determined according to registrations. The evaluation is based on the Communities in Bloom criteria and the winner in each category is determined according to the highest score.

CIRCLE OF EXCELLENCE: A non-competitive category, with or without an evaluation.

This category is available only to Past National Winners.

- **Non-evaluated:** communities are registered in the national edition (thus receive all benefits as such) but are not evaluated by a jury. They are expected to continue local "Communities in Bloom" initiatives to maintain their bloom rating. Please note that communities are required to be evaluated at least once every 3 years (ex. A community that remains non-evaluated for two years in a row, must be evaluated the third year).
- **Evaluated:** communities are evaluated but are not competing with other communities. The evaluation is to confirm their bloom rating and, as stated above, must be done at least once every 3 years.

MENTORING: A non-competitive program or category to encourage new participants

This category may be available through the provincial editions *

- A Past National Finalist or Provincial Participant (Mentor) invites a community (Mentored) that has never participated in the Communities in Bloom program to participate in their respective provincial edition. The Mentor provides guidance and assistance to the Mentored.
- The participating communities are judged individually and obtain a separate bloom rating. The past national finalists maintain all rights and privileges for future national participation, and the new community obtains all the rights and privileges of the provincial edition.

** International Mentoring will be the responsibility of the National Edition.*

PROVINCIAL OPTION (formerly known as 'Friends'): A non-competitive category, with or without an evaluation, for National Finalists and Provincial participants who do not wish to compete.

This category is now the responsibility of the provincial editions, and will be made available as resources permit. Please note that different Provincial Organizations may have different names for this category.

The past national finalist, while being registered in the provincial edition, maintains all rights and privileges for future national participation. The past national finalist must exercise their right for national participation within two years of choosing to not participate in the national competition. If this right is not exercised, the municipality will be provided the option to renew its participation in the provincial edition or remain in the Provincial Option (formerly known as the 'Friends') Category. Please note that communities are required to be evaluated at least once every 3 years (ex. A community that remains non-evaluated for two years in a row, must be evaluated the third year).



NATIONAL EDITION PARTICIPATION GUIDELINES

This document outlines the participation guidelines for the National Edition of Communities in Bloom. The 2010 National Edition includes the following categories: Population, Circle of Excellence and the International Challenge, as well as two categories administered at the provincial level - the Provincial Option (formerly referred to as 'Friends') and Mentoring.

INVITATIONS:

Communities are invited, after the provincial and national awards ceremonies, to the following year's National Edition. The category that each community is invited to is outlined in the invitation letter, and is determined by the guidelines outlined below. Some communities may be invited to more than one category depending on eligibility.

POPULATION CATEGORY: Competitive categories between all Canadian communities.

Each population category is comprised of a maximum of four communities from each province. The following communities are invited to participate:

- The top two communities from each province in each population category (excluding the winners of the category) **from the previous year's national edition** are invited back to national competition. To remain in the national edition, a minimum of 75% is recommended.
- Communities from the previous year's **provincial editions** as recommended by the respective provincial organization. **Up to two communities** can be recommended from each population category in each province. A minimum of 80% in the provincial edition is recommended to participate in the national edition.
- Past National Finalists in the Provincial Edition Provincial Option (or 'Friends') Category who are within two years of having participated in the National Competition (please refer to the description of the Provincial Option or 'Friends' Category below).

The population categories, which can be modified as determined by registrations, are:

1-1000, 1001-3000, 3001-5000, 5001-10000, 10001-20000, 20001-50000,
50001-100000, 100001 to 300,000 and Over 300,000.

Each community receives a mention for a special achievement or initiative and is awarded a bloom rating based on the score:

55-63 points: 2 blooms

64-72 points: 3 blooms

73-81 points: 4 blooms

82 and more: 5 blooms

The score determines the winner of the category. The winner of each population category is invited to participate for the following two years in the International Challenge or in the Circle of Excellence. After two years, past winners are eligible again to participate in their population category of the national edition, as long as they have continued to participate in the program. A community cannot participate in both the national and provincial edition in the same year.

DEC 02 2009



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

BY FAX: 604-796-2192

December 2, 2009

File: 0550-01-002

Larry Burk
Chief Administrative Officer
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Mr. Burk:

Re: 2010 FVRD Board and Committee Representatives

Following the Inaugural meeting of your Council, please advise us of your appointees and alternate appointees, including contact information with e-mail addresses, to the FVRD Board and following Committees.

- **Regional Board / Hospital Board**
- **Environment Committee** (formerly Air Quality & Environment Committee)
- **FV Treaty Advisory Committee**

The Inaugural meeting of the FVRD Board will be held on Tuesday, December 15th, 2009 at 7:00 p.m.

Thank you.

Linda Machmer
Executive Assistant

[lmachmer@fvrd.bc.ca]
Fax: 1-604-702-5457

FILE #	DATE
470-3001	DEC 02 2009
<input checked="" type="checkbox"/> ACCTS	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DEAC	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	Dec 1/02
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ. ACTION B - INFO - W RESP C - INFO ONLY)	

191610_1



812



Ministry of Housing and
Social Development

Liquor Control and Licensing Branch POLICY DIRECTIVE

No. 09 - 06

Date: December 2, 2009

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

Re: Changes to Licensee Retail Store Policies

The purpose of this policy directive is to announce recent amendments to the *Liquor Control and Licensing Regulation* that affect Licensee Retail Stores (LRS) and to clarify current policies regarding LRSs. These amendments take effect immediately.

Background

Since the LRS model was introduced in 1985, eligibility for a new LRS has been limited to commercial bar licensees. In order to operate an LRS the licensee was also required to own and operate the qualifying liquor-primary (commercial bar) establishment. Since 2002, the relocation policy for LRS's has been based upon the physical location of this qualifying liquor-primary establishment.

Qualifying Liquor-Primary Licence

The requirement that a Licensee Retail Store (LRS) licensee also own and operate the qualifying liquor-primary (LP) establishment has been eliminated. The status of the LRS is no longer dependent upon the status of the associated LP. This means that where the LP licence is suspended, no longer meets the criteria for licensing, or ceases to operate, there is no effect on the operation of the LRS licence.

Licensees who wish to transfer ownership of either their LP or LRS must obtain approval from the general manager by submitting the appropriate application form:

- Liquor Primary Licence Application (LCLB001) and/or
- Licensee Retail Store (LRS) – Transfer of Ownership (LCLB092d)

These forms are available from the Liquor Control and Licensing Branch website at http://www.hsd.gov.bc.ca/lclb/forms_fees/index.htm.

The minimum operating requirements for an LP that was associated with an LRS have also been eliminated. LPs are no longer required to be of a sufficient capacity to warrant a standalone liquor-primary operation, to be open to the public for a reasonable number of hours and days per week, or to maintain a viable business in general. LPs may be permanently closed without affecting the operation of the LRS in any way. Licensees are reminded that if they decide to close their LP establishment but intend to retain their licence, they must continue to hold valid interest at all times and must continue to meet all of the other regulatory requirements, otherwise the licence will be cancelled. Please refer to sections 4.5 and 4.6 of the Liquor Licensing Policy Manual for further information.

No. 09 - 06	
4300-01	DEC 03 2009
<input checked="" type="checkbox"/> DCAO	<input type="checkbox"/> ACCTS
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input checked="" type="checkbox"/> BY/LENT
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input checked="" type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM A	B C
COUNCIL AGENDA	
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	

Relocation of an LRS

The relocation policy for LRS's is no longer tied to the location of the LP but is instead based upon the current location of the LRS. An LRS may relocate their store to another location within the same local government or first nation jurisdiction, or if relocating to a location outside the local government / first nation jurisdiction, up to 5 km from the site of the existing LRS. Relocation applications will not generally be approved by the general manager if the proposed site is within 0.5 km of an existing LRS or the site of an LRS application in progress.

However, there may be circumstances under which the general manager may approve the relocation of an LRS to a location within 0.5 km of another LRS and these continue to include, but are not limited to, the following circumstances:

- Where it would not be contrary to the public interest, e.g. a store loses their leased location due to circumstances beyond their control and the only reasonable location is within 0.5 km of another store; or
- Where there is a large natural or artificial barrier between the stores, e.g. a river or divided highway.

Currently a small number of LRS applications that were received when the moratorium was last lifted in 2002 have yet to be licensed. The authority to permit these LRS application in progress to relocate to a new location has been eliminated. All outstanding LRS applications must complete the licensing process, be licensed and opened for business before any future relocation applications can be considered.

LRS licensees that wish to relocate to a new location can make application by submitting the Licensee Retail Store (LRS) - Application for Transfer of Location (LCLB092) form.

Stand Alone Requirement


An LRS may not appear to be associated with another business in the near vicinity and the LRS must be located in:

- A permanent, free-standing building that does not contain another business; or
- If in a building in which there are other businesses, the LRS must have its own entrance and exit separate from any other business and a solid floor-to-ceiling wall between the LRS and any other business.

LRS's that were permitted to be associated with another business or whose location was approved by the general manager prior to these amendments taking force have been grandfathered.

Further Information

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



Karen Ayers
General Manager



Ministry of Housing and
Social Development

Liquor Control and Licensing Branch
POLICY DIRECTIVE
No: 09 - 07

Date: December 2, 2009

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

Re: Inspector Discretion to Issue Contravention Notices

Increased Violation Ticket Fines for Liquor Offences

Inspector Authorization to Issue Violation Tickets

The purpose of this policy directive is to announce changes to the *Liquor Control and Licensing Regulation* and to the *Violation Ticket Administration and Fines Regulation*. The *Liquor Control and Licensing Regulation* amendment takes effect immediately and the *Violation Ticket Administration and Fines Regulation* amendments take effect on January 1, 2010.

LIQUOR CONTROL AND LICENSING REGULATION – effective immediately

Inspector Discretion to Issue Contravention Notices

Since 2001, inspectors have been required by regulation to issue a contravention notice (CN) for every contravention observed in an effort to ensure consistency of treatment of licensees across the province.

In the past few years, safety concerns and a branch focus on high risk establishments have changed inspection methods. Inspectors now work in pairs or teams when targeting high risk establishments, more detailed, vigilant observations are now required, and project-based inspection teams are now being used more frequently.

The changing role of inspectors has prompted the government to re-assess the feasibility and desirability of issuing CNs in every instance. The government has determined that contraventions of minimal consequence, which are unlikely to be repeated, can be dealt with more productively by the inspector working directly with the licensee to remedy the matter.

Effective immediately, section 64(1) of the *Liquor Control and Licensing Regulation* gives inspectors the authority to exercise discretion in the issuance of a contravention notice where authorized by the general manager of the Liquor Control and Licensing Branch.

Inspector discretion will be limited to minor, administrative matters. Contraventions eligible for discretion are as follows:

- Failure to keep or maintain a written record in a liquor register of every liquor purchase made under the licence by date and storage location;
- Failure by a manager or server to complete the required Serving It Right responsible beverage service program;
- Permitting any prohibited entertainment in the licensed premises;
- Signage that has not been approved by the general manager, or failure to post a notice informing the public if the establishment offers adult entertainment;
- Liquor advertising that does not comply with section 57 of the Liquor Control and Licensing Regulation;
- Transferring shares of the licensee's capital stock without the general manager's approval;
- Making a structural alteration of or change to the size of any area of the licensed establishment without the general manager's approval; and
- Engaging in a promotional activity that is required to be but is not documented in an appropriate buy-sell agreement.

Inspectors will consider the following factors when exercising discretion:

- The number of contraventions identified during the inspection;
- The circumstances of the contravention;
- Whether the contravention is an isolated incident;
- Whether the contravention was repeated or continuous;
- Whether the contravention was deliberate;
- Whether any economic benefit was derived by the licensee from the contravention;
- the licensee's cooperativeness and efforts to correct the contravention;
- Previous contraventions of a similar nature;
- The compliance history of the licensee and establishment; and
- Any other relevant factors.

In situations where inspectors exercise discretion and no contravention notice results, inspectors will enter detailed notes of observed contraventions and their resolution into the branch database to ensure complete compliance histories are maintained.

OFFENCE ACT VIOLATION TICKET ADMINISTRATION AND FINES REGULATION **—effective January 1, 2010**

1. Increased Violation Ticket Fines for Liquor Offences

Violation ticket fines for offences under the Liquor Control and Licensing Act were introduced in 1986, and a new fine for was added for minors using false identification to purchase liquor in 2007. The government has reviewed the fine levels, which have remained unchanged since their introduction, and new fine levels have been set,

effective January 1, 2010.

The new fine levels will result in violation ticket fine amounts matching or exceeding fine amounts from other provinces and allow BC to take a leadership role nationally regarding appropriate fine levels. They are expected to provide a strong deterrent effect to street level disorder, and to better reflect the serious public safety consequences of liquor offences.

Effective January 1, 2010, ticket violation fine amounts for offences under the Liquor Control and Licensing Act are as follows:

Offence	Fine
Purchase by minor	\$230
Consumption by minor	\$230
Minor in liquor establishment	\$230
Minor in possession	\$230
Presentation of false identification	\$230
Permit gambling	\$230
Permit disorderly conduct	\$230
Consume liquor in a public place	\$230
Intoxicated in a public place	\$115
Supply liquor to intoxicated person	\$230
Permit intoxicated person on premises	\$230
Possess opened liquor in a motor vehicle	\$230
Every provision of the Liquor Control and Licensing Act, the contravention of which constitutes an offence, other than those specifically enumerated above and sections 33, 35, 38(1), 46(3) and 47(2) of that Act	\$58

* Fine amounts include 15% victim surcharge levy.

2. Inspector Authority to Issue Violation Tickets

While the branch can take action against a licensee for a contravention of the legislation, violation ticket fines are an additional compliance tool that can be issued to members of the public to address contraventions. Currently, liquor inspectors do not have authority to issue violation tickets, which are most commonly issued by police.

Effective January 1, 2010, liquor inspectors have been granted authority to issue violation tickets for some liquor offences as well. While the focus of the branch's compliance and enforcement program will remain on the licensee, this new authority provides an additional tool to be used by the branch, in support of police, in achieving compliance among the general population with the Act and regulations.

Effective January 1, 2010, liquor inspectors will have authority to issue violation tickets for the following offences in licensed establishments or appointment stores:

- Purchase by a minor;
- Consumption by a minor;
- Minor in liquor establishment;
- Minor in possession;
- Presentation of false identification;
- Supply liquor to intoxicated person;
- Permit intoxicated person on premises; and
- Failure by a manager or server to complete the prescribed Serving It Right responsible beverage service program.

Most of the violation tickets to be issued by inspectors are expected to be issued to minors, with the intention of making minors more accountable for their own behaviour around entering licensed establishments and purchasing liquor fraudulently. However, there may be circumstances where it is appropriate to, for example, issue a violation ticket to a server, where they serve to a minor, serve an intoxicated person or permit an intoxicated person to remain in a licensed premise despite due diligence by the licensee.

Further Information

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



Karen Ayers
General Manager

VILLAGE OF HARRISON HOT SPRINGS**REPORT TO COUNCIL**

DATE: October 7/2009

TO: Mayor and Council

PREPARED BY: Chris Wilson, Fire Chief

SUBJECT: Fire Department Monthly Report for September 2009

RECOMMENDATION:

THAT Mayor and Council receive this report for information.

DISCUSSION:

In the month of September, the HHSFD responded to 9 calls for service:

- 6- First Responder Medical
- 1- Burning Complaint
- 1- Motor Vehicle Accident
- 1- Smoke in a Building

TOTAL: 9

The HHSFD had 5 practices in September and conducted training and evaluation on the following subjects:

- Standard Operating Procedure drills
- First-Aid training
- Rapid Intervention Teams
- Personal Protective Equipment
- Small Tools and Equipment
- Utilities Control

In addition to this training, the HHSFD also conducted administrative briefings, safety and business meetings and also completed legally required apparatus and equipment inspections.

PAYROLL:

<u>DATE</u>	<u>TYPE</u>	<u>FF'S</u>	<u>DURATION</u>	<u>TOT. HRS.</u>	<u>RATE</u>	<u>TOTAL</u>
09/01/09	TRAINING	8	2	16	\$18.00	\$288.00
09/03/09	MEDICAL	3	1	3	\$18.00	\$54.00
09/04/09	MEDICAL	2	1	2	\$18.00	\$36.00
09/08/09	TRAINING	8	2	16	\$18.00	\$288.00
09/12/09	MEDICAL	4	1	4	\$18.00	\$72.00
09/13/09	MEDICAL	3	1	3	\$18.00	\$54.00
09/15/09	TRAINING	5	2	10	\$18.00	\$180.00
09/19/09	MEDICAL	5	1	5	\$18.00	\$90.00
09/22/09	TRAINING	7	2	13*	\$18.00	\$234.00
09/23/09	COMPLAINT	2	1	2	\$18.00	\$36.00
09/25/09	MEDICAL	1**	1	1	\$18.00	\$18.00
09/27/09	MVA	8	1	8	\$18.00	\$144.00
09/27/09	SMOKE	6	1	6	\$18.00	\$108.00
09/29/09	TRAINING	5	2	10	\$18.00	\$180.00

* - ONE FIRE FIGHTER BOOKED OFF AFTER 1 HOUR.

** - PLEASE NOTE THAT THESE RECORDS DO NOT REFLECT ATTENDANCE BY FIRE FIGHTERS WHO ARE ALSO PUBLIC WORKS EMPLOYEES; THIS TABLE ONLY RECORDS BILLABLE TIME.

TOTAL TRAINING PAY: 65 HRS. @ \$18.00/HR. = \$1170.00

TOTAL CALLOUT PAY: 34 HRS. @ \$18.00/HR. = \$612.00

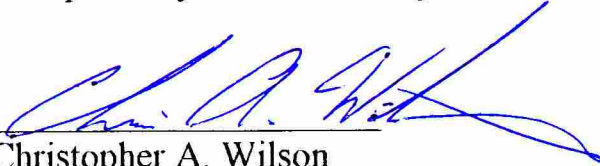
TOTAL PAYROLL FOR SEPTEMBER, 2009 = \$1782.00

CHIEF'S COMMENTS:

September was an active month for the HHSFD. 65 hours of training was delivered to Fire Fighters on various subjects, all being co-ordinated by the Deputy Fire Chief. This training is in compliance with National Fire Protection Association (NFPA) standards and provides credit towards obtaining Fire Fighter Level 1 and 2 (Provincial standard).

The HHSFD also received our Automated External Defibrillator and can now obtain certification in its use. I would like to thank Mayor and Council for your commitment to purchasing this valuable life-saving piece

Respectfully submitted for your information,



Christopher A. Wilson
Fire Chief



Larry Burk
Chief Administrative Officer

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

DATE: November 4/2009

TO: Mayor and Council

PREPARED BY: Chris Wilson, Fire Chief

SUBJECT: Fire Department Monthly Report for October 2009

RECOMMENDATION:

THAT Mayor and Council receive this report for information.

DISCUSSION:

In the month of October, the HHSFD responded to 11 calls for service:

- 6- First Responder Medical
- 2- Burning Complaint
- 2- Alarms Ringing
- 1- Minor Fire

TOTAL: 11

The HHSFD had 5 practices in October and conducted training and evaluation on the following subjects:

- Standard Operating Procedure drills
- Automated External Defibrillator (AED)
- Water Supply
- Personal Protective Equipment
- Fire Streams
- Hose Evolutions

In addition to this training, the HHSFD also conducted administrative briefings, safety and business meetings and also completed legally required apparatus and equipment inspections.

PAYROLL:

DATE	TYPE	FF'S	DURATION	TOT. HRS.	RATE	TOTAL
10/03/09	MEDICAL	4	1	4	\$18.00	\$72.00
10/03/09	COMPLAINT	4	0	0*	\$18.00	\$0.00
10/04/09	ALARMS	5	1	5	\$18.00	\$90.00
10/06/09	TRAINING	8	2	16	\$18.00	\$288.00
10/09/09	MEDICAL	2**	1	0	\$18.00	\$0.00
10/09/09	MEDICAL	3	1	1**	\$18.00	\$18.00
10/11/09	COMPLAINT	5	1	5	\$18.00	\$90.00
10/12/09	MEDICAL	6	1	6	\$18.00	\$108.00
10/13/09	TRAINING	8	2	16	\$18.00	\$288.00
10/20/09	TRAINING	7	2	14	\$18.00	\$252.00
10/21/09	MEDICAL	4	1	4	\$18.00	\$72.00
10/24/09	ALARMS	5	1	5	\$18.00	\$90.00
10/25/09	TRAINING	8	4	32	\$18.00	\$576.00
10/27/09	MEDICAL	4	1	4	\$18.00	\$72.00
10/27/09	TRAINING	7	2	14	\$18.00	\$252.00
10/31/09	MINOR FIRE	4	1	4	\$18.00	\$72.00

* - CREWS WERE RETURNING FROM A PREVIOUS CALL WHEN PAGED OUT, THEREFORE THERE IS NO BILLABLE TIME FOR THIS CALLOUT.

** - PLEASE NOTE THAT THESE RECORDS DO NOT REFLECT ATTENDANCE BY FIRE FIGHTERS WHO ARE ALSO PUBLIC WORKS EMPLOYEES: THIS TABLE ONLY RECORDS BILLABLE TIME.

TOTAL TRAINING PAY: 92HRS. @ \$18.00/HR. = \$1656.00

TOTAL CALLOUT PAY: 38 HRS. @ \$18.00/HR. = \$684.00

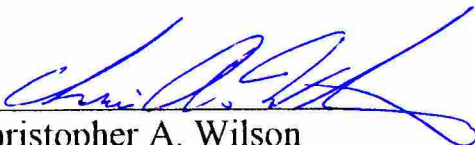
TOTAL PAYROLL FOR OCTOBER, 2009 = \$2340.00

CHIEF'S COMMENTS:


October was an eventful month for the HHSFD. 8 Fire Fighters were given a 4 hour training course on our new defibrillator. All that attended were successful and we are awaiting licenses from the Emergency Health Services Commission.

Halloween night was a busy night for the HHSFD, with a Molotov cocktail being thrown in the Post Office parking lot. Thankfully, the Molotov cocktail was thrown in the middle of the parking lot and self-extinguished before any damage was done. Earlier on that night, our Fire Fighters were out patrolling the Village and handing out Halloween treats to children.

Respectfully submitted for your information,



Christopher A. Wilson
Fire Chief



Larry Burk
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** November 30, 2009

FROM: Larry Burk,
Chief Administrative Officer **FILE:** 0570-02

PREPARED BY: Debra Key
Executive Assistant

SUBJECT: 2010 Regular Council Meeting Schedule

RECOMMENDATION:

THAT the 2010 Regular Council meeting schedule be approved.

BACKGROUND:

In accordance with Section 127(1) of the *Community Charter*, Council must prepare a schedule of the dates, times and place of regular Council meetings for the next full calendar year.


Council may wish to consider cancellation or rescheduling of the October 4, 2010 meeting due to the Union of BC Municipalities Convention the week of September 27 – October 1, 2010.

Attached is a “draft” of the proposed schedule.


Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer



Debra Key
Executive Assistant

-  Statutory Holidays
 Regular Council Meetings
 LGMA Convention
 UBCM Convention

2010

<u>January</u>	<u>February</u>	<u>March</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
7:☉ 15:☿ 23:☾ 30:☾	5:☉ 13:☿ 21:☾ 28:☾	7:☉ 15:☿ 23:☾ 29:☾
<u>April</u>	<u>May</u>	<u>June</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
6:☉ 14:☿ 21:☾ 28:☾	6:☉ 13:☿ 20:☾ 27:☾	4:☉ 12:☿ 19:☾ 26:☾
<u>July</u>	<u>August</u>	<u>September</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
4:☉ 11:☿ 18:☾ 25:☾	3:☉ 9:☿ 16:☾ 24:☾	1:☉ 8:☿ 15:☾ 23:☾ 30:☾
<u>October</u>	<u>November</u>	<u>December</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
7:☉ 14:☾ 22:☾ 30:☾	6:☉ 13:☾ 21:☾ 28:☾	5:☉ 13:☾ 21:☾ 27:☾



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** December 3, 2009

FROM: Larry Burk,
Chief Administrative Officer **FILE:** 0470-30-01

PREPARED BY: Debra Key, Executive Assistant

SUBJECT: Memorandum of Understanding – Fraser Valley Regional District
Aggregate Pilot Project Update

RECOMMENDATION:

THAT Council endorse the Memorandum of Understanding between the Ministry of Energy, Mines and Petroleum Resources and the Fraser Valley Regional District Member Municipalities and Area Districts A-G.

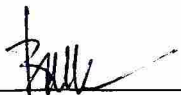
BACKGROUND:

The Fraser Valley Regional District has considered the Aggregate Pilot Project Memorandum of Understanding proposed by the Ministry of Energy, Mines and Petroleum Resources. The Board passed a resolution supporting the MoU and is asking member municipalities to consider endorsing the recommendations to implement the Fraser Valley Regional District Aggregate Pilot Project.

REQUIREMENTS:

It is recommended that the Memorandum of Understanding be endorsed by Council.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

From: Graham Daneluz [mailto:Gdaneluz@fvrd.bc.ca]

Sent: Monday, November 30, 2009 10:49 AM

To: Darcey Kohuch; Glen White; Larry Burk; Mike Younie; Rick Bomhof; Scott Misumi; mwutzke@hope.ca; Tara Friesen; Jim Gordon

Subject: Aggregate Pilot Project Update

Hello all,

At its regular meeting last week, the Regional Board considered the Aggregate Pilot Project MoU proposed by the Province. The Board passed a resolution supporting the MoU.

On Nov 23/09 the District of Kent council authorized the Mayor to sign the MoU. I am not sure if it has been considered by other councils. Please advise if your council has considered the APP recommendations or MoU, or whether you anticipate the item to come before council the coming weeks.

Best regards,

Graham Daneluz
Manager of Forward Plans / Deputy Planner
Fraser Valley Regional District
45950 Cheam Avenue
Chilliwack, BC V2P 1N6
Tel: 604 702-5046
Fax: 604 792-9684
Email: gdaneluz@fvrd.bc.ca

MEMORANDUM OF UNDERSTANDING

ON IMPLEMENTATION OF THE
FRASER VALLEY REGIONAL DISTRICT AGGREGATE PILOT PROJECT

AMONG

BRITISH COLUMBIA
MINISTRY OF ENERGY, MINES AND PETROLEUM RESOURCES

AND

FRASER VALLEY REGIONAL DISTRICT
MEMBER MUNICIPALITIES AND AREA DISTRICTS A-G

This Memorandum of Understanding entered into as of this _____, 2009 between
BRITISH COLUMBIA MINISTRY OF ENERGY, MINES AND PETROLEUM RESOURCES – MINING AND
MINERAL DIVISION ("MINES"), having an office at 1675 Douglas Street, Victoria, B.C.,

and

FRASER VALLEY REGIONAL DISTRICT (the "FVRD"), having an office at 45950 Cheam Avenue, Chilliwack,
BC.

(hereinafter referred to collectively as "Participants")

PURPOSE:

Recognizing the benefits of the Fraser Valley Regional District Aggregate Pilot Project and
Recommendations Report (the "Report") dated March 31, 2009.

THE PARTICIPANTS HAVE REACHED THE FOLLOWING UNDERSTANDING:

1. The Participants agree to the principles, recommendations and direction outlined in the Report.
2. The Participants agree to cooperate together to try to implement the Report's eight (8) recommendations, including but not limited to, engaging other ministries and/or agencies to examine all available and possible incentives, opportunities, or other improvements to achieve the intent of the Report recommendations.
3. For the purpose of this Memorandum of Understanding, each Participant will designate a liaison officer to act as a focal point for coordination, and solving problems encountered in the Memorandum of Understanding. The liaison officers will collaborate to prepare a workplan on the Report's recommendations.
4. MINES and the FVRD agree to mutually cooperate together in the interim, as strategies are developed for implementation, by ensuring current procedures for new aggregate applications and permitting, soil removal bylaws, and strategic regional land use plans, consider the provisional zones outlined in the map in Appendix A of the Report, as well as the interim zoning criteria (Appendix 1 of this Memorandum of Understanding).
5. Progress reports will be provided to the Participants on a quarterly basis by the liaison officers.
6. FVRD, with the participation of the Aggregate Producers Association of BC, will conduct an evaluation of the project within three years of ratification of this MOU.
7. It is understood that while this Memorandum of Understanding constitutes a summary of the current intentions of the Participants with respect to the Report and Fraser Valley Aggregate Pilot Project, this Memorandum of Understanding is not intended to, and does not constitute an agreement either between any or among all of the Participants to consummate any binding agreement or create legal rights in favour of, or legally binding obligations against any Participant or any other person.

IN WITNESS WHEREOF, the Participants have caused this Memorandum of Understanding to be executed by their duly authorized representatives as of the date and year above written.

British Columbia Ministry of
Energy, Mines and Petroleum Resources

City of Abbotsford

Honourable Randy Hawes
Minister of State

Mayor George Peary

City of Chilliwack

District of Hope

Mayor Sharon Gaetz

Mayor Laurie French

District of Kent

District of Mission

Mayor Lorne Fisher

Mayor James Atebe

Village of Harrison Hot Springs

Electoral Area A

Mayor Ken Becotte

Director Lloyd Forman

Electoral Area B

Electoral Area C

Director Dennis Adamson

Director Wendy Bales

Electoral Area D

Electoral Area E

Director Bill Dickey

Director David Lamson

Electoral Area F

Electoral Area G


Director Dick Bogstie

Director Al Stobbart

Appendix 1 – Conceptual AGGREGATE ZONING CRITERIA

ZONE	EXTRACTION	PROCESSING	MANUFACTURING (MEMPR does not permit/inspect)	PERMITTING	RELATED ISSUES
GREEN	Yes	Yes	<p>Yes (concrete, ready-mix and asphalt plants)</p> <p>Additional Requirements:</p> <ul style="list-style-type: none"> create separate green sub-zones where manufacturing is acceptable; identify policy/ criteria to be met for manufacturing activities within the green zone (i.e., GVRD emission guidelines); if in ALR, only aggregate from site can meet requirements for a manufacturing operation. 	<ul style="list-style-type: none"> MINES (extraction and processing) with referral of application to local government. Local government (permit may be necessary to meet legal requirements for levy collection) Individual aggregate mines will not require public consultation. OCP rezoning will address public consultation requirements for the green zone. Consultation with affected First Nations will be required for new permits or amendments. 	<ul style="list-style-type: none"> Applicable soil removal and zoning bylaws to be made consistent. Local government may have to issue complementary permit to <i>Mines Act</i> permit to retain authority to collect production levy. Local government, MINES and APABC to develop procedures (MOU) for 1-stop permitting in green zone (and potential retention of bylaws respecting production fees and enforcement authority). MINES to develop bonding policy and criteria for aggregate activities. Investigate potential of a simplified bonding approach for aggregate, incorporating local government, ALR and MINES requirements. Investigate management of development sites (e.g. subdivisions) where aggregate is extracted and sold by the developer.

RED	No	No	No	<ul style="list-style-type: none"> Permitting may be prohibited due to irresolvable environmental, land use and public impact constraints. 	<ul style="list-style-type: none"> Temporary industrial Permits may continue to be issued by local government (2 years maximum) based on site-specific circumstances (e.g., processing of river gravel). Existing operations to be grandparented Emergency situations (flood or other catastrophic situation) may require emergency permits.
YELLOW	<p>Yes with Conditions</p> <ul style="list-style-type: none"> Hours of work Proximity to settlement Proximity to trucking route Mode of transportation Site specific covenants Removal and stockpiling only, no processing 	<p>Yes with conditions</p> <ul style="list-style-type: none"> Screening, washing and sorting allowed 	<p>Possible with conditions</p>	<ul style="list-style-type: none"> Single permit process if agreement can be reached to incorporate identified local government requirements. MINES accepts applications that have the written concurrence of the responsible local government. Proponent and the local government to deal directly with the public issues. Single source of authorization would be local government, MEMPR would provide technical review and health and safety regulation. 	<ul style="list-style-type: none"> Existing operations to be grandparented. Local government, MINES and APABC develop procedures (MOU) for 1-stop permitting in yellow zone (and potential retention of bylaws respecting production fees and enforcement authority). Regulatory and statutory changes to facilitate above recommendations to be identified.

 VILLAGE OF HARRISON HOT SPRINGS POLICY	
SUBJECT DISPOSAL OF SURPLUS ITEMS AND EQUIPMENT	POLICY NUMBER 2.31
	DATE ADOPTED

1. PURPOSE

This policy is to provide guidelines for the disposal of **equipment**, vehicles, **furniture** and other items deemed surplus to various Village Departments. This policy does not cover the disposal of land, buildings or engineering structures.

1. DEFINITIONS

- “disposed of” - means to discard an **item** by **way** of public **au**ction or tender provided the item has not been deemed unsafe by the Chief **Administrative Officer**.
- “destroyed” - means to **make** useless an **item** such that it cannot be salvaged and thereby accessible to the public.

3. POLICY DIRECTIVES

1. The Chief **Administrative Officer** shall have the authority to declare items surplus to the operational **needs** of the Village, and shall, in written format, provide a list of the surplus items to the Director of Finance.
2. The **Director of Finance** shall consider items for disposal for potential use to other areas of the **Village as** well as consider the loss of the item on the annual Operating and Management budget. Items deemed to have a value less than \$1,000 may be offered for sale to Council/Staff on a first come first serve basis.
3. The Director of Finance shall provide a written report to the Chief Administrative Officer for approval to dispose of any surplus items following consideration noted in 2..

4. Upon receiving approval from the Chief Administrative Officer, the Director of Finance shall notify Public Works to dispose of the surplus items by way of public auction or by public tendering process, and shall notify the Director of Finance that surplus items are to be removed from the Village's inventory of tangible capital assets. Items deemed unsafe by the Chief Administrative Officer shall be destroyed and not made available to the public for purchase.
5. Items originating from the Fire Department and declared surplus by the Fire Chief may be disposed of pursuant to the Village of **Harrison Hot Springs Fire Department Operational Guidelines**. The Director of Finance must be notified to remove the surplus item(s) from the Village's list of **tangible capital assets**.
6. All items sold through the tendering/auction **process** shall be accompanied by a bill of sale which clearly states that **the items** are being purchased "*as is/where is*" and that the Village in no way is offering or **implying** any **warranty** nor will it be liable for any action arising from any defect. All sales are final **and** the **purchaser** is responsible for the items removal **immediately upon payment**.
7. Items that **are** of a sensitive nature or **pose** a security threat shall be destroyed.
8. Items that **are to be used as trade-in** for the purchase of replacement furniture or **equipment** are **exempt** from this policy.
9. All monies and receipts for the sale of surplus items shall be forwarded to the Director of Finance.
10. The Director of Finance is responsible for the safekeeping of appropriate records in the disposal of **surplus** items and equipment.

APPROVED BY:

DATE:



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Dec 3, 2009

FROM: Larry Burk,
Chief Administrative Officer **FILE:** 1280

SUBJECT: Final adjustments to our Fleet

RECOMMENDATION:

THAT Council approve the purchase of two new vehicles for Public Works including to a maximum amount of \$50,000 including taxes, freight and pdi etc.

BACKGROUND:

We budgeted for replacement of vehicles in the 2009 budget using mostly Gas Tax subsidies from the Provincial Government.

The current Dodge Dakota is a limited use vehicle due to its size as well as a very high gas mileage vehicle. The S10 is a very old vehicle also of limited use but is giving us some benefit because it is eligible for a rebate for trading in a vehicle older than 1996 for some reduction in new vehicle costs.

The new vehicles are a 2010 F150 Regular cab 4X4 pick up truck and a 2010 all purpose utility vehicle called a Ford Transit Connect (see attached brochure). The new F150 will be an added addition to the public works fleet mostly attributed to Foreman use but will also be available for senior staff uses both in town and out of the area as necessary. The vehicles mileage rating is nearly double the current Dodge Dakota which is a smaller vehicle and basically useless to public works due to its size.

The new Transit Connect is a European tradesman style vehicle, newly introduced to North American market. It will be invaluable for every day uses for all our utility and building maintenance departments needs. It can be loaded with parts, pieces, tools and paraphernalia that is normally having to be loaded and unloaded from our pickups daily and whenever needed. The van can be permanently equipped with the necessary standard materials and tools for more speedy access and attendance to

specific uses. It will also be used to drive out of the area for picking up all sorts of parts and equipment extremely economically since it gets up to 30 miles to the gallon highway and up to 25 in the city. The F150 mileage rating is 20 city and 27 highway.

BUDGETARY CONSIDERATIONS:

MSRP price for the F150 is \$35,249.00 and for the Transit is \$29,179.00. prices quoted by Chilliwack Ford for the two vehicles is \$25,893.00 for the F150 and \$25,779.00 for the Transit. The quote is not inclusive of taxes, freight delivery etc.

I have discussed the quotes with the Fleet manager and indicated that we have a \$50,000 plus the two trade-ins which is as high as I am prepared to go including taxes, freight, pdi and first years insurance. He indicated he could probably work with that.

POLICY CONSIDERATIONS:

Council has to approve the Disposal of Surplus Items and Equipment policy and the expenditure of a maximum of \$50,000.00 in order to complete this transaction with Chilliwack Ford.

We received quotes from other Chevrolet, Dodge and Toyota earlier in the year. Numbers were comparable but for 2009 vehicles. Some did not have any vehicles in stock and needed to get them elsewhere. Also we were looking for white vehicles and some could not guarantee white in 2009. 2010 white vehicles were higher priced and Ford has an incentive package at the moment that is better than the competitors.

ALTERNATIVES/OPTIONS:

It makes more sense to buy both vehicles from one firm, locally and to have 2010 vehicles to gain the highest, guarantees, warranty, incentive and mileage prospects. Therefore the Ford option is recommended.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer



Dale Courtice
Director of Finance.

Ford's Transit Connect

Rob Holden



There are a few "Firsts" in your life that remain fixed in your memory in a magical way. Perhaps your *First Love*, your *First Job*, and more often than not... your *First Car*! Few of us ever get to revisit those halcyon days; fewer still manage to polish up the guild of these memories. As I write this, I must admit that I am now one of those few, in part thanks to the "New" Ford Motor Company.

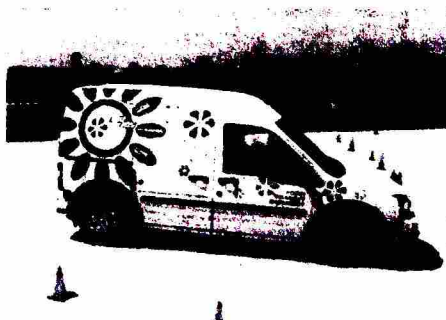
Fresh out of college and with a map for my



future, I left the farm and family life of rural Ontario and struck out for civilization and the "Centre of the Universe". My aunt claims that, like a cat, I always land on my feet, and for a few quids a week, I got my first job at an engineering firm in south London. Not just a job, but also the wonder every day of new tasks and new destinations throughout London, The Home Counties and beyond! All

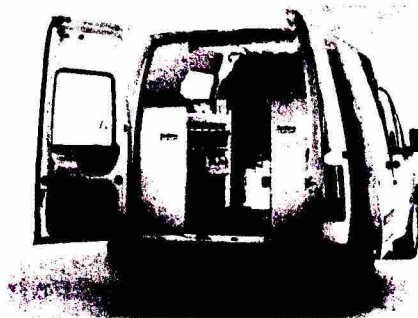
that AND what I consider my first and most special vehicle, the Ford Escort Van.

A Y-Registration, dark blue, 1,3 l, 60 hp van. Utility, performance and fun make it the best vehicle, pound for pound I have ever had. No small praise from a farm kid who has spent a fair share of time at the wheel of pick-ups!



So what is so special or newsworthy about that I hear you ask?

Guess What? Good things come to those that wait, someone at Ford in Michigan had an epiphany and now the modern incarnation of that workhorse of industry is available in North America. The "New-To-You", Ford Transit Connect, which I am referring to as the Focus van. Personally, I'd have to say that is probably the biggest mistake the marketing



weenies messed up – the American name. The lesser mistake being a general lack of promotion, I happened upon my first one by chance at a snow equipment show in Quebec and I still have not seen them advertised.

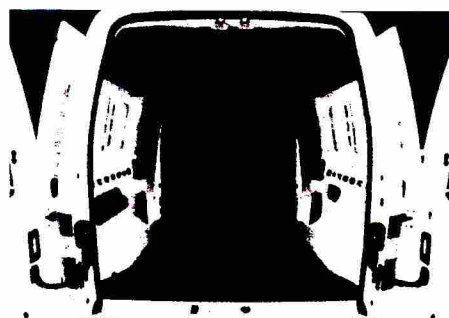
For the benefit of the ill-informed, a "Transit" is the Ford trade name for the commercial van range in the outside world, comparable to the "Econoline" name over here. So for U.S.

or Canadian prospective buyers not only is the vehicle concept new, so too is the name. In marketing terms that is a bit like coming off the line from a dead stop. In contrast, most of this new audience can conceive "a van" and the Ford Focus range has proven highly popular in both countries. To those Technobuffs still reading; this is further reinforced



as it shares the basic 136 hp - 2,0 l Focus drive train. Something Ford needs to address promptly as it lacks the pep and power of my old van's 1,3!

The diesel would be my preference, but the fact that this vehicle is available at all is probably as much innovation as the U.S. automotive industry can handle at the moment. There is also an all-electric version that may be available sometime in 2010 that



Ford is developing in cooperation with Azure Dynamics.

I have read several commentaries comparing the Connect to the Sprinter, and someday perhaps I will know why. Apart from a cursory visual similarity there is not anything else to compare. Neither is it a "minivan" as some have tried to label it, these folks should get out more. The best label I can think of would

be Compact Commercial Vehicle, CCV for short. There are competitive American vehicles that could fall into this category such as Ford's own Ranger pick-up. When I first encountered my Escort van I had been conditioned to using full size pick-ups, the Ranger being relatively new at that time. Also at that time the "truck cap" was gaining popularity, the theory being you could get more utility from your pick-up.

Pick-ups large and small have spiralled in cost, primarily due to options and extras that, pragmatically, undermine the utilitarian concept of this type of vehicle. There are no more luxurious, comfortable or expensive vehicles than those from Europe. Unlike the Americans however, they save luxury for cars



and utility for trucks and vans. What painter needs Italian leather trimmed seats and magnesium control knobs when it will either be stolen, broken into, burnt in a riot, or suffer a latex pastel splash?

Transit Connect is right in there on price. By comparison, a Ranger base model may be slightly cheaper, but finding one might be an issue. You also would not get a 3831 l, lockable, secure storage space for materials and



tools. At present the only other option might be a stripped down "minivan" with marginally more cubic capacity, but the Connect has an airier passenger cabin and better utility.

Capped vs. Connect suffers another setback, as the added weight of the truck cap must be deducted from the payload capacity rating. Also, have you ever been on a job and had to reach over the side, into the back, or



Technicals

Ford Transit Connect 2010

Type:	cargo van
Engine:	L4 - 2,0 l - 16 valves
Power - Torque:	136 hp @ 6300 rpm - 128 ft-lbs @ 4750 rpm
Transmission :	6 speed automatic, front-wheel drive
Steering:	rack and pinion, power steering
Suspension :	front independent / rear independent
Brakes:	front disc / rear drum - ABS



Ford Transit Connect

Ford Ranger

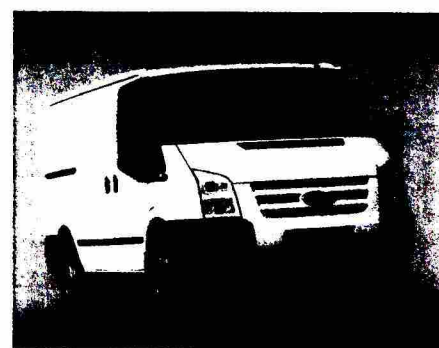
Dodge Caravan C/V

Wheelbase:	291 cm	319 cm	303 cm
Length:	459 cm	512 cm	514 cm
Width:	180 cm	176 cm	200 cm
Height:	201 cm	165 cm	175 cm
Weight:	1524 kg	1484 kg	1860 kg
Horsepower:	136 hp	207 hp	175 hp
Tires:	205/65R15	225/65R16	225/70R15
Turning circle:	11,9 m	13,0 m	11,6 m
Interior cargo volume:	3831 l	513 l	4072 l
Payload:	725 kg	726 kg	816 kg

crawl up inside the cap? The Transit Connect has 6 doors; everything is accessible without banging your head or twisting your back. Pallets and other standard forklift loads can be easily picked or placed between the wheel wells through the fold-back rear doors making it an excellent addition to postal, courier and delivery fleets.

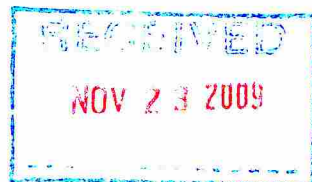
If you like the small footprint and large cargo volume, the Transit Connect may work for you.

Ford deserves applause and ovation for challenging customers and competitors with an affordable, reliable, utilitarian innovation



like the Transit Connect.

Perhaps for an encore we may see the other "bigger" Transit van in our future?



Your Community Minded Dealer

FILE #	DATE
<input type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUPP/W	<input type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ. ACTION; B - INFO - WRESP; C - INFO ONLY)	

Date: November 23, 2009

To: Village of Harrison Hot Springs

Attention: **Larry Burk**

From: Paul McManus, Commercial Account Manager

Re: **2010 Ford F150** VIN 1FTPFF1EVXAKA96314
2010 Transit Connect VIN NM0LS7BN4AT000931

Hi Larry,

John Tardiff in our sales department asked me to review the two vehicles noted for government/fleet incentives and forward pricing to you. Pricing on these two vehicles would be as follows:

2010 Ford F150 Regular Cab 4x4 (MSRP \$35,249) \$25,893 + taxes

2010 Transit Connect (MSRP \$29,179) \$25,779 + taxes
 (Including racks & bins accessory package)

Please call John or myself if you have any questions.

Thank you,



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO:	Mayor and Council	DATE:	Dec 3, 2009
FROM:	Larry Burk, Chief Administrative Officer	FILE:	5400-02-02
SUBJECT:	Speed Limits on McCombs Drive		

RECOMMENDATION:

THAT Council uphold the resolution of the March 17, 2008 regular meeting whereby the speed limit on McCombs Drive between Miami River Drive and Emerald Avenue be posted at 50 km/h and that staff be directed to make that change.

BACKGROUND:

A review of the decision to post 30 km/h speed limits on McCombs was undertaken.

Jan 14, 2008 Regular meeting Councillor Perry recommended the speed be reduced to 30 km/h. A resolution was carried which stated that if logging trucks use Eagle Street and McCombs the speed be restricted to 30 km/h once the Village receives more information from the Ministry of Transportation. The motion does not say what the MoT information was to be;

March 10, 2008 Committee of the Whole meeting discussion heard concerns from residents about the 30 km/h signage and more specifically with respect to the stop signs at Emerald and Miami River Drive. A resolution was passed reinstating speed to 50 km/h on McCombs between Miami River Drive and Emerald Rd and that the stop signs north and south bound on McCombs at Miami River Dr. be removed.

March 17 Regular meeting it was resolved that the speed on McCombs between Miami River Drive and Emerald be reinstated to 50 km/h; and that the stop sign for north and south bound on McCombs at Miami River Drive be temporarily removed.

April 5th, 2008 Special Council Meeting it was resolved that traffic calming issues be referred to Committee of the Whole.

April 14, 2009 Committee of the Whole meeting it was resolved that traffic calming devices be referred to the next Committee of the Whole meeting.

May 12, Committee of the Whole meeting heard delegations from RCMP, BC Ambulance and ICBC on traffic calming and other issues with respect to McCombs traffic. ICBC presented calming methods like speed bumps and roundabouts. ICBC considers roundabouts to be one of the most beneficial answers to reduction of high frequency crash intersections.

RCMP suggested that the either speed limit could be reduced or alternatively increase the enforcement in the area.

BC Ambulance indicated that they could live with speed bumps but that roundabouts often result in problems of congestion for ambulance movement when meeting or encountering a round-about at the same time as other traffic.

Councillor Harris suggested he didn't believe there is a problem on McCombs except when being used for escape route out of town by drivers who had consumed alcohol.

Councillor Jackson stated he didn't believe there was much of a speed problem on McCombs and that small roundabouts in other areas seem to work well. He didn't believe a round-about would work well in Harrison though.

Councillor Becotte stated that driver education and training are the most prudent factors in traffic movement or enforcement.

It was resolved to invite ICBC representatives to the June 9 Committee of the Whole meeting to discuss and provide input on roundabouts, speed bumps and other traffic calming devices.

At the Special Council meeting of August 1, 2008 it was resolved to create 3-way stop intersections on a 6 month trial basis at:

- Miami River Drive and McCombs;
- Chestnut and McCombs;
- Pine and McCombs;
- Emerald and McCombs;
- Alder and McCombs;
- Ming and McCombs;

And that Council approve the quote from Valley Signs to provide signage and speed bumps at the above intersections.

Based on the above it appears that the speed limit on McCombs Drive was resolved to be posted at 50 km/h between Miami River Drive and Emerald. This has not been implemented by staff.

BUDGETARY CONSIDERATIONS:

There are no budgetary issues with respect to the recommendation.

POLICY CONSIDERATIONS:


Ministry of Highways does not present, administer or indicate speed limits within the boundaries of a municipality. These are set through a number of things such as engineering standards and specifications from manuals based on terrain, traffic counts, sight lines, grades, etc. Also local government bylaws are sometimes created to set local regulations based typically on some condition or Council resolution within the community.

ALTERNATIVES/OPTIONS:

Leave the speed on McCombs between Miami River Drive and Emerald as posted at 30 km/h;

Change the speed limit to 50 km/h to honor resolution of Council of March 17, 2008

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** November 30, 2009

FROM: Larry Burk,
Chief Administrative Officer **FILE:** 5600-08/3900

SUBJECT: Bylaw No. 928 Regulation of Well Closure on properties
connected to the Village Water System

RECOMMENDATION:

THAT Bylaw No. 928, 2009 "Village of Harrison Hot Springs Well Closure Regulation Bylaw" receive first, second and third reading.

BACKGROUND:

The new watermain extension project has been approved by the Ministry of Community and Rural Development, through a Towns for Tomorrow funding grant. There are certain contract conditions that the Village must comply with in order to meet the requirements of the funding project;

1. If the project involves works in or around watercourse or fish habitat, the Village must provide written confirmation to the Infrastructure Branch at the Ministry of Community and Rural Development that the appropriate notifications and/or authorizations have been issued as required under the British Columbia *Water Act* and the Federal *Fisheries Act*.
2. The Village must provide written confirmation to the Infrastructure Branch at the Ministry of Community and Rural Development that the project design and proposed construction will meet the statutory requirements under the British Columbia *Drinking Water Protection Act* and the *Water Act*.
3. Where the proposed construction involves a drinking water system, the Village must submit a copy of the *Permit to Construct*, issued under the British Columbia *Drinking Water Protection Act*. Where a *Permit to Construct* is not required, the Village must confirm that the Regional Public Health Engineer has been notified of the proposed project.

4. Demonstration that the project will meet the requirements and drinking water quality objectives set within the following:
- Guidelines for Canadian Drinking Water Quality
 - *British Columbia Drinking Water Protection Act* and Regulations
 - *British Columbia Water Act* and Ground Water Protection Regulation (where applicable)

One of the other requirements is that the Village provide confirmation to the Infrastructure and Engineering Branch of the adoption of a bylaw that will regulate well closure on properties connected to the municipal water system. The bylaw will ensure that any property connecting to the municipal domestic water system must disconnect or close their well as detailed in applicable standards and guidelines by either;

- Requiring owners of closed wells to provide proof of closure (a completed well closure report as required in the British Columbia Ground Water Protection Regulation) within one year of connection to the municipal water system; or
- Confirming that the well(s) will continue to be used, but that the well(s) is not connected to the municipal domestic water system and that the well(s) is:
 - Securely capped;
 - Protected at the wellhead; and
 - Identified by attaching and maintaining a well identification plate on the well in accordance with the minimum standards in the Ground Water Protection Regulation. Schedule 2 of the Ground Water Protection Regulation must be completed by the well owner and submitted to the local Ministry of Environment, Water Stewardship Division office.

Any wells (e.g. test wells, abandoned wells, etc.) which will no longer be used must be closed in accordance with the minimum standards in the British Columbia Ground Water Protection Regulation.

REGULATORY REQUIREMENTS:

In order to complete these requirements, it is recommended that Council adopt one of the bylaws modeled by the Community and Rural Development and Environment Ministries. Staff recommends the adoption of Version #1 – cease using the well entirely or use if for non-domestic purposes.

Respectfully submitted for your consideration;



 Larry Burk
 Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

STATEMENT RESPECTING THE COUNCIL'S REASONS FOR ADOPTING A BYLAW

Pursuant to section 8(9) of the *Community Charter*, the following is a statement respecting the Council's reasons for adopting a Bylaw No. 928 to regulate well closure on properties connected to the Village Water System;

A new watermain extension project was approved September 29, 2009 by the Ministry of Community and Rural Development, through a Towns for Tomorrow funding grant. One of the contract requirements of the grant funding is that the municipality must develop and adopt a bylaw that regulates the well closure of wells on properties that connect to the Village Water System.

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. 928

A bylaw to regulate well closure on properties connected to the Village Water System

WHEREAS the Mayor and Council has deemed it advisable to establish a bylaw to regulate well closure on properties connected to the Village Water System;

- A. The Village of Harrison Hot Springs currently operates a Water Supply and Distribution System (the "System") established by Bylaw No. 549 within the boundaries of the Village of Harrison Hot Springs;
- B. The Village of Harrison Hot Springs, prior to the adoption of this bylaw, has consulted with the medical health officer responsible for public health matters within the Village of Harrison Hot Springs;
- C. The Village of Harrison Hot Springs Council deems it necessary and desirable to regulate the use and closure of wells on properties served by the System.

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 Well Closure Regulation Bylaw".

2. INTERPRETATION

(a) In this Bylaw

"Bylaw" means the Village of Harrison Hot Springs Well Regulation Bylaw.

"Close" means to take a Well out of service permanently in accordance with section 9 of the Regulation.

"Connect" means to connect the Private System on a parcel to the System.

"Disconnect" means to disconnect a Well from the Private System on the parcel on which the Well is located, in a manner that prevents water from the Well from entering the System.

"Domestic Purpose" means the use of water for human consumption, food preparation or sanitation, or other household purposes.

"Non-domestic Purpose" means a purpose that is not a Domestic Purpose.

“Owner” means the owner of a Well on a parcel Connected to the System.

“Private System” means the system of pipes and other apparatus connected to the System at the property line and used to convey water from the System to the plumbing fixtures in the buildings and structures on the parcel on which the Private System is installed.

“Regulation” means the Ground Water Protection Regulation, BC Reg. 299/2004, under the Water Act.

“System” means the Water Supply and Distribution System established by the Village of Harrison Hot Springs Bylaw No. 549.

“Well” means a well that was used for supplying water for Domestic Purposes prior to the Connection to the parcel on which the well is located.

“Well Closure Report” means a report that complies with Schedule 3 of the Regulation or a similar enactment.

(b) In this Bylaw

- (i) The first letter of a word that is defined in this section is written in upper case to indicate that its interpretation is limited to its defined meaning.
- (ii) A reference to a section, subsection, clause, or subclause means a section, subsection, clause or subclause of this Bylaw unless otherwise indicated.

3. WELL DISCONNECTION AND CLOSURE

- (a) If an application is made to the Village of Harrison Hot Springs for Connection to a parcel on which a Well is located, the Owner must Close or ensure the Well is Closed in accordance with this Bylaw and all applicable provincial enactments.
- (b) Promptly upon the Connection of a parcel on which a Well is located, the Owner must Disconnect the Well and, no later than 90 days after the Connection, the Owner must;
 - (i) Ensure the Well is Closed
 - (ii) Prepare or have prepared, at the Owner's expense, a Well Closure report signed by the person responsible for the work of Closing the Well, and
 - (iii) Submit that report to the Village of Harrison Hot Springs.

4. NON-DOMESTIC PURPOSE OPTION

Despite section 3, if an Owner whose Well is located on a parcel that is or will be Connected, wishes to use the water from that Well for one or more Non-domestic Purposes, the Owner must

- (a) Submit to the Village of Harrison Hot Springs, either with the application for a Connection or with an application for permission to use the Well water after the Connection,
 - (i) A map showing
 - (a) The location of the Well in relation to the buildings and structures on the parcel on which the Well is located, and
 - (b) The well identification plate number if available; and
 - (ii) A sworn declaration, referencing the Well in relation to the map, stating the Owner's intended use of the Well after Connection and that the Owner will;
 - (a) Operate and maintain the Well in good order;
 - (b) Ensure the Well is Closed immediately when required by the Village of Harrison Hot Springs to do so if it is not operated or maintained in good order;
 - (c) Not reconnect the Well to the Owner's private water distribution system as long as the Owner's parcel is Connected, and
 - (d) Not use the Well for Domestic Purposes; and
- (b) Promptly after Connection, ensure the Well is Disconnected at the Owner's sole cost and expense.

5. PROHIBITION AND PENALTIES

- (a) No person shall introduce or cause to be introduced in the System water or another substance from a well on a parcel owned or occupied by that person or, if the person is not the owner or occupier of the parcel, from a well that the person has Disconnected, Closed, performed any other work upon or cause any to those things to be done in relation to the well.
- (b) A person who violates a provision of this bylaw commits an offence and is liable upon conviction to a minimum fine of one thousand dollars (\$1,000.00) for a violation of section 4(1) and a minimum fine of five hundred dollars (\$500.00) for a violation of any other provision of this bylaw, in addition to the penalties prescribed by the *Community Charter*.

6. **READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF ,2009

READ A SECOND TIME THIS DAY OF , 2009

READ A THIRD TIME THIS DAY OF , 2009

APPROVED by the Minister of Environment on the DAY OF ,2009

DEPOSITED with the Minister of Health on the DAY OF ,2009

ADOPTED THIS DAY OF , 2009.

Mayor

Corporate Officer

Version 1: two options - cease using the well entirely or use it for non-domestic purposes - for municipalities or regional districts (a regional district may have to establish the service first).

LOCAL GOVERNMENT OF ANYWHERE

BYLAW NO. XXXX

Being a Bylaw to Regulate Well Closure on Properties Connected to the Water System

WHEREAS:

- A. The Local Government of Anywhere (the "Local Government") currently operates a Water Supply and Distribution System (the "System") established by Bylaw No. YYYY within the boundaries of the Local Government (and in the area outside of the boundaries of the Local Government as authorized by Bylaw No. VVVV);
- B. The Local Government, prior to the adoption of this bylaw, has consulted with the medical health officer responsible for public health matters within the Local Government; and
- C. The Local Government's Council deems it necessary and desirable to regulate the use and closure of wells on properties served by the System.

NOW, THEREFORE, the council of the Local Government of Anywhere, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the "Local Government of Anywhere Well Closure Regulation Bylaw".

2. Interpretation

- (1) In this Bylaw

"Bylaw" means the Local Government of Anywhere Well Regulation Bylaw.

"Close" means to take a Well out of service permanently in accordance with section 9 of the Regulation.

"Connect" means to connect the Private System on a parcel to the System.

“Disconnect” means to disconnect a Well from the Private System on the parcel on which the Well is located, in a manner that prevents water from the Well from entering the System.

“Domestic Purpose” means the use of water for human consumption, food preparation or sanitation, or other household purposes.

“Non-domestic Purpose” means a purpose that is not a Domestic Purpose.

“Owner” means the owner of a Well on a parcel Connected to the System.

“Private System” means the system of pipes and other apparatus connected to the System at the property line and used to convey water from the System to the plumbing fixtures in the buildings and structures on the parcel on which the Private System is installed.

“Regulation” means the Ground Water Protection Regulation, B.C. Reg. 299/2004, under the *Water Act*.

“System” means the Water Supply and Distribution System established by Local Government of Anywhere Bylaw No. 0000.

“Well” means a well that was used for supplying water for Domestic Purposes prior to the Connection of the parcel on which the well is located.

“Well Closure Report” means a report that complies with Schedule 3 of the Regulation or a similar enactment.

(2) In this Bylaw,

- (a) the first letter of a word that is defined in this section is written in upper case to indicate that its interpretation is limited to its defined meaning.
- (b) a reference to a section, subsection, clause, or subclause means a section, subsection, clause, or subclause of this Bylaw unless otherwise indicated.

3. Well Disconnection and Closure

- (1) If an application is made to the Local Government for Connection to a parcel on which a Well is located, the Owner must Close or ensure the Well is Closed in accordance with this Bylaw and all applicable provincial enactments.
- (2) Promptly upon the Connection of a parcel on which a Well is located, the Owner must Disconnect the Well and, no later than 90 days after the Connection, the Owner must

- (a) ensure the Well is Closed,
- (b) prepare or have prepared, at the Owner's expense, a Well Closure Report signed by the person responsible for the work of Closing the Well, and
- (c) submit that report to the Local Government

4. Non-domestic Purpose Option

Despite section 3, if an Owner whose Well is located on a parcel that is or will be Connected, wishes to use the water from that Well for one or more Non-domestic Purposes, the Owner must

- (a) submit to the Local Government, either with the application for a Connection or with an application for permission to use the Well water after the Connection,
 - (i) a map showing
 - (A) the location of the Well in relation to the buildings and structures on the parcel on which the Well is located, and
 - (B) the well identification plate number if available; and
 - (ii) a sworn declaration, referencing the Well in relation to the map, stating the Owner's intended use of the Well after Connection and that the Owner will
 - (A) operate and maintain the Well in good order,
 - (B) ensure the Well is Closed immediately when required by the Local Government to do so if it is not operated or maintained in good order,
 - (C) not reconnect the Well to the Owner's private water distribution system as long as the Owner's parcel is Connected, and
 - (D) not use the Well for Domestic Purposes; and
- (b) promptly after Connection, ensure the Well is Disconnected at the Owner's sole cost and expense.

5. Prohibition and Penalties

- (1) No person shall introduce or cause to be introduced into the System water or another substance from a well on a parcel owned or occupied by that person or, if the person is not the owner or occupier of the parcel, from a well that the person has

Disconnected, Closed, performed any other work upon or caused any of those things to be done in relation to the well.

- (2) A person who violates a provision of this bylaw commits an offence and is liable upon conviction to a minimum fine of one thousand dollars (\$1000.00) for a violation of section 4(1) and a minimum fine of five hundred dollars (\$500) for a violation of any other provision of this bylaw, in addition to the penalties prescribed by the *Community Charter (Local Government Act)* for regional districts).

READ A FIRST TIME the	day of	, 200_.
READ A SECOND TIME the	day of,	, 200_.
READ A THIRD TIME the	day of,	, 200_.
APPROVED by the Minister of Environment the	day of	, 200_.
DEPOSITED with the Minister of Health on the	day of	, 200_.
ADOPTED the	day of	, 200_.

MAYOR (CHAIR)

CORPORATE ADMINISTRATOR

Version 2: one option- cease using the well entirely and close it
- for municipalities or regional districts (a regional district may
have to establish the service first)

LOCAL GOVERNMENT OF ANYWHERE

BYLAW NO. XXXX

Being a Bylaw to Regulate Well Closure on Properties Connected to the Water
System

WHEREAS:

- A. The Local Government of Anywhere (the “Local Government”) currently operates a Water Supply and Distribution System (the “System”) established by Bylaw No. YYYY within the boundaries of the Local Government (and in the area outside of the boundaries of the Local Government as authorized by Bylaw No. VVVV);
- B. The Local Government, prior to the adoption of this bylaw, has consulted with the medical health officer responsible for public health matters within the Local Government; and
- C. The Local Government’s Council deems it necessary and desirable to regulate the use and closure of wells on properties served by the System.

NOW, THEREFORE, the Council of the Local Government of Anywhere, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the “Local Government of Anywhere Well Closure Regulation Bylaw”.

2. Interpretation

- (1) In this Bylaw

“Bylaw” means the Local Government of Anywhere Well Regulation Bylaw.

"Close" means to take a well out of service permanently in accordance with section 9 of the Regulation.

"Connect" means to connect the Private System on a parcel to the System.

"Disconnect" means to disconnect a Well from the Private System on the parcel on which a Well is located in manner that prevents water from the Well from entering the System.

"GWPR" means the B.C. Reg. 299/2004, the Ground Water Protection Regulation under the *Water Act*.

"Owner" means the owner of a Well on a parcel Connected to the System.

"Private System" means the system of pipes and other apparatus connected to the System at the property line and used to convey water from the System to the plumbing fixtures in the buildings and structures on the land on which the Private System is installed.

"Regulation" means the Ground Water Protection Regulation, B.C. Reg. 299/2004, under the *Water Act*.

"System" means the Water Supply and Distribution System (the "System") established by Local Government of Anywhere Bylaw No. 0000.

"Well" means a well that was used for supplying water for domestic purposes prior to the Connection of the parcel on which the Well is located.

"Well Closure Report" means a report that complies with Schedule 3 of the Regulation or a similar enactment.

- (2) In this Bylaw,
- (a) the first letter of a word that is defined in this section is written in upper case to indicate that it is limited to its defined meaning.
 - (b) a reference to a section, subsection, clause, or subclause means a section, subsection, clause, or subclause of this Bylaw unless otherwise indicated.

3. Well Disconnection and Closure

- (1) A person who applies to the Local Government for Connection to a parcel on which a Well is located, must Close or cause the Well to be Closed in accordance with this Bylaw and all applicable provincial enactments.

- (2) Promptly upon the Connection of a parcel on which a Well is located, the Owner must ensure that the Well is Disconnected and, no later than 90 days after the Connection, the Owner must
 - (a) ensure the Well is Closed,
 - (b) prepare or have prepared, at the Owner's expense, a Well Closure Report signed by the person responsible for the work of Closing the Well, and
 - (c) submit that report to the Local Government.

4. Prohibition and Penalties

- (1) No person shall introduce or cause to be introduced into the System water or another substance from a well on a parcel owned or occupied by that person or, if the person is not the owner or occupier of the parcel, from a well that the person has Disconnected, Closed, performed any other work upon or caused any of those things to be done in relation to the well.
- (2) A person who violates a provision of this bylaw commits an offence and is liable upon conviction to a minimum fine of one thousand dollars (\$1000.00) for a violation of section 4(1) and a minimum fine of five hundred dollars (\$500) for violating any other provision of this bylaw, in addition to the penalties prescribed by the *Community Charter (Local Government Act for regional districts)*.

READ A FIRST TIME the day of , 200_.

READ A SECOND TIME the day of, , 200_.

READ A THIRD TIME the day of, , 200_.

APPROVED by the Minister of Environment the day of , 200_.

DEPOSITED with the Minister of Health on the day of , 200_.

ADOPTED the day of , 200_.

MAYOR (CHAIR)

CORPORATE ADMINISTRATOR

Version 3: for municipalities or regional districts (a regional district may have to establish the service first) to close wells at their expense.

LOCAL GOVERNMENT OF ANYWHERE

BYLAW NO. XXXX

A Bylaw to Regulate Well Closure on Properties Connected to the Water System

WHEREAS:

- A. The Local Government of Anywhere (the “Local Government”) currently operates a Water Supply and Distribution System (the “System”) established by Bylaw No. YYYY within the boundaries of the Local Government (and in the area outside of the boundaries of the Local Government as authorized by Bylaw No. VVVV); and
- B. The Local Government, prior to the adoption of this bylaw, has consulted with the medical health officer responsible for public health matters within the Local Government; and
- C. The Local Government’s Council deems it necessary and desirable to close wells on properties served by the System.

NOW, THEREFORE, the council of the Local Government of Anywhere, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the “Local Government of Anywhere Well Regulation Bylaw”.

2. Interpretation

(1) In this Bylaw

“Bylaw” means the Local Government of Anywhere Well Regulation Bylaw.

“Close means to take a Well out of service permanently in accordance with section 9 of the Regulation.

“Connect” means to connect the private water distribution system on a parcel to the System.

“Disconnect” means to disconnect a Well from the Private System on the parcel on which the Well is located, in a manner that prevents water from the Well from entering the System.

“Owner” means the owner of a Well on a parcel Connected to the System.

“Private System” means the system of pipes and other apparatus connected to the System at the property line and used to convey water from the System to the plumbing fixtures in the buildings and structures on the parcel on which the Private System is installed.

“Regulation” means the Ground Water Protection Regulation, B.C. Reg. 299/2004, under the *Water Act*.

“System” means the Water Supply and Distribution System (the “System”) established by Local Government of Anywhere Bylaw No. 0000.

“Well” means a well that was used for supplying water for domestic purposes prior to the Connection of the parcel on which the Well is located.

(2) In this Bylaw,

- (a) the first letter of a word that is defined in this section is written in upper case to indicate that it is limited to its defined meaning.
- (b) a reference to a section, subsection, clause, or subclause means a section, subsection, clause, or subclause of this Bylaw unless otherwise indicated.

3. Well Closure Requirement

- (1) An Owner whose Well is located upon a parcel which is the subject of an application to Connect or that has already been Connected, must ensure the Well is Closed upon or promptly after Connecting, as applicable.
- (2) If the Owner does not comply with subsection (1), the Local Government may Close or cause the Well to be Closed, in either case without compensation to the Owner.

4. Prohibition and Penalties

- (1) No person shall introduce or cause to be introduced into the System water or another substance from a well on a parcel owned or occupied by that person or, if the person is not the owner or occupier of the parcel, from a well that the person has Disconnected, Closed, performed any other work upon or caused any of those things to be done in relation to the well.
- (2) A person who violates a provision of this bylaw commits an offence and is liable upon conviction to a minimum fine of one thousand dollars (\$1000.00) for a violation of section



ADOPTED the _____ day of _____, 200__.

CORPORATE ADMINISTRATOR



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: December 1, 2009

FROM: Larry Burk, Chief Administrative Officer FILE: 3900

PREPARED BY: Debra Key, Executive Assistant

SUBJECT: Officer Establishment and Appointment Bylaw No. 929 and repeal of old bylaws

RECOMMENDATION:

THAT three readings be given to Bylaw 929, 2009 Officer Establishment and Appointment Bylaw; and

THAT the Corporation of the Village of Harrison Hot Springs Officers Bylaw No. 733, 1999; the Corporation of the Village of Harrison Hot Springs Officer Establishment Bylaw No. 818, 2004; and the Corporation of the Village of Harrison Hot Springs Officer Establishment Amendment Bylaw No. 823, 2004 hereby be repealed.

BACKGROUND:

In May of 1999, Council adopted Bylaw No. 733 as the "Officers Bylaw". This bylaw established officer positions of Chief Administrative Officer, Director of Corporate Administration Services and Director of Financial Services. There are references to old legislation and titles defined as "Administrator", "Clerk" and "Treasurer" under s. 198 of the *Municipal Act*.

Bylaw No. 818 "Officer Establishment Bylaw" was also adopted in June of 2004 establishing positions of "Administrator", "Corporate Officer" and "Director of Finance", citing references to terms "Clerk" and "Treasurer" under section 148 of the *Community Charter*, but did not repeal nor amend Bylaw No. 733 at that time.


In December of 2004, Officer Establishment Amendment Bylaw No. 818 was adopted to delete the word "Administrator" and replace it with "Chief Administrative Officer".

All of the above bylaws were adopted under "The Corporation of the Village of Harrison Hot Springs".

Staff recommends that in order to correct references to the *Municipal Act* and establish officer positions that are current and consistent with the powers, duties and responsibilities of these positions, it seems prudent to repeal the old bylaws and adopt a new Officer Establishment Bylaw.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

Debra Key
Executive Assistant



VILLAGE OF HARRISON HOT SPRINGS

STATEMENT RESPECTING THE COUNCIL'S REASONS FOR ADOPTING A BYLAW

Pursuant to section 8(9) of the *Community Charter*, the following is a statement respecting the Council's reasons for adopting Bylaw 929 Officer Establishment and Appointment.

Since May of 1999 and December of 2004, Council adopted Bylaw No. 733 as the "Officers Bylaw", Bylaw No. 818 "Officer Establishment Bylaw" and Bylaw No. 823 "Officer Establishment Amendment Bylaw".

In order to correct references to the *Municipal Act* and establish officer positions that are current and consistent with the powers, duties and responsibilities of these positions, it seems prudent to repeal the old bylaws and adopt a new Officer Establishment and Appointment Bylaw.

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. 929

A bylaw to establish officer positions of the Village of Harrison Hot Springs and to assign the powers, duties of such officers

The Village of Harrison Hot Springs is empowered, by bylaw under section 146 of the *Community Charter*, to establish officer positions and to assign powers, duties and functions of such officers;

The Council of the Village of Harrison Hot Springs wishes to delegate to its officers certain powers, duties and functions;

Therefore, the Council of the Village of Harrison Hot Springs, in open meeting assembled, hereby enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "Officer Establishment and Appointment Bylaw No. 929, 2009".

2. OFFICER POSITIONS

- a) In accordance with section 146 of the *Community Charter*, the Council shall establish, by resolution, persons to the following offices:
 - i) "Chief Administrative Officer" to have the powers, duties and functions under section 147 of the *Community Charter*;
 - ii) "Corporate Officer" to have the powers, duties and functions under section 148 of the *Community Charter*;
 - iii) "Director of Finance" to have the powers, duties and functions under section 149 of the *Community Charter*;
 - iv) Offices which it has designated as officer positions in section 2 of this bylaw.

3. DEPUTY POSITIONS

- a) The Director of Finance is appointed as the Deputy Corporate Officer and the Deputy Chief Administrative Officer.

4. DELEGATION INCLUDES DEPUTY

A delegation of a power, duty or function under this bylaw includes a delegation to a person who is from time to time the deputy of the delegate.

5. APPOINTMENT

- a) Nothing in this bylaw shall prevent the appointment of the same person to two or more positions.
- b) The powers, duties and responsibilities of those persons appointed to the positions of the officers, which are not prescribed by statute or by bylaw, shall be determined from time to time by the Council.

6. DEFERRAL OF APPOINTMENT

Nothing in this bylaw shall be interpreted as restricting the right of the Council to defer an appointment to any position other than a position by statute.

7. POWERS, DUTIES AND RESPONSIBILITIES

- a) The powers, duties and responsibilities of the Chief Administrative Officer are as set out in Schedule "A".
- b) The powers, duties and responsibilities of the Corporate Officer are as set out in Schedule "B".
- c) The powers, duties and responsibilities of the Director of Finance are as set out in Schedule "C".

8. OATH OF OFFICE

The oath of office as set out in Schedule "D" of this bylaw is hereby adopted as the oath of office for officers of the Village of Harrison Hot Springs.

9. SEVERABILITY

If any section, subsection, sentence, clause or phrase of this bylaw is, for any reason, held invalid by the decision of any court or competent jurisdiction, the invalid portion shall be severed and the decision that is invalid shall not affect the validity of the remainder of this bylaw.

10. REPEAL

The following bylaws are hereby repealed:

- (a) The Corporation of the Village of Harrison Hot Springs Officers Bylaw No. 733, 1999;
- (b) The Corporation of the Village of Harrison Hot Springs Officer Establishment Bylaw No. 818, 2004; and
- (c) The Corporation of the Village of Harrison Hot Springs Officer Establishment Amendment Bylaw No. 823, 2004.

READ A FIRST TIME this day of 2009.

READ A SECOND TIME this day of 2009.

READ A THIRD TIME this day of 2009.

ADOPTED this day of 2009.

Mayor

Corporate Officer

SCHEDULE "A"

Powers, Duties and Functions of the Chief Administrative Officer

Statutory

1. Administering oaths and taking affidavits, declarations and affidavits required to be taken under the *Community Charter and Local Government Act* in relation to municipal matters;

Human Resources

2. Appoint, promote, discipline and dismiss all employees of the municipality;
3. Recommend to Council the appointment, promotion, demotion, suspension or termination of officers of the Municipality, being those employees who are designated officers by bylaw;
4. Supervise all officers and employees of the Municipality;
5. Appoint acting department heads to administer departments in case of illness or absence;
6. Supervise contract negotiations with employee unions of the Municipality and recommend contract settlements with the unions to Council;
7. Act as arbitrator between an employee and that employee's director subject to the terms of any applicable collective agreement with an employee union;

General Administration

8. Supervise the operation of the departments of the Municipality;
9. Supervise the implementation of Council directives;
10. Act as the principal intermediary between the Municipality and the administration of other governments and all other entities dealing with the Municipality;
11. From time to time reorganize the administrative structure to improve the efficiency and effectiveness of the Municipality's operation;

Legal Advice and Proceedings

12. Obtain legal advice;

13. Authorize lawyers to defend, or conduct any action or proceeding in any court of law or before any tribunal, arbitrator, board, or any person, for or on behalf of the Municipality;
14. Authorize settlements of claims against the Municipality;

Council

15. Supervise the preparation of Council agendas;
16. Have the right to participate in all meetings of Council, Committees and Commissions of Council and other entities created by Council;
17. Provide advice and recommendations to Council on any matter within Council's jurisdiction;
18. Report to Council on any matter of importance to the Municipality;

Contracts

19. Authorize the use or budgeted purchase or sale of Municipal facilities, equipment and services and authorize the awarding of contracts for budgeted items;
20. Supervise the calling and awarding of tenders for the supply of materials, equipment, services or construction approved by Council; and

Additional Powers, Duties and Responsibilities

21. Exercise whatever additional powers and discharge whatever additional duties and responsibilities Council from time to time may assign.

SCHEDULE "B"

Powers, Duties and Functions of the Corporate Officer

Statutory

1. Ensuring that the accurate minutes of the meetings of the Municipality and its Committees and Commissions are prepared and the minutes, bylaws and other records of the business of the Municipality and its Committees and Commissions are maintained and kept safe;
2. Ensuring that access is provided to the records of the Municipality and its Committees, and Commissions as required by law or authorized by Council;
3. Certifying copies of bylaws and other documents, as required or requested;
4. Administering oaths and taking affidavits, declarations and affidavits required to be taken under the *Community Charter and Local Government Act* in relation to municipal matters;
5. Accepting, on behalf of the Municipality, notices and documents that are required or permitted to be given, served on, filed with or otherwise provided to the Municipality;
6. Keeping the corporate seal and having it affixed to documents as required;

General Administration

7. Supervise the implementation of Council directives and directives of the Chief Administrative Officer;
8. Act as a contact between Corporate Administration and other departments, under the supervision of the Chief Administrative Officer;

Council

9. Attend or ensure a Deputy attends all meetings of the Council and its Committees and Commissions for the purpose of minute taking, except where otherwise directed by the Chief Administrative Officer;
10. Organize efficient and effective record keeping for all corporate documents; and
11. Provide copies of any documents served on the Municipality to the Chief Administrative Officer and to any insurers, as appropriate.

SCHEDULE "C"

Powers, Duties and Functions of the Director of Finance

Statutory

1. Receiving all money paid to the Municipality;
2. Ensuring the keeping of all funds and securities of the Municipality;
3. Expending and disbursing money in the manner authorized by Council;
4. Investing revenue funds, until required, in investments as permitted under the *Community Charter*;
5. Ensuring that accurate records and full accounts of the financial affairs of the Municipality are prepared, maintained and kept safe;
6. Compiling and supplying information on the financial affairs of the Municipality required by the Inspector of Municipalities;

Human Resources

7. Recommend to the Chief Administrative Officer, appointment, promotion, discipline and dismissal of all employees within the Administration Department;
8. Supervise all employees in the Finance Department;
9. Act as a contact between the Human Resources Department and other departments under the supervision of the Chief Administrative Officer
10. Develop and recommend to the Chief Administrative Officer, policies and procedures for all human resources matters;
11. Attend all Labour Management meetings for the purpose of minute taking, except where otherwise directed by the Chief Administrative Officer;
12. Participate in contract negotiations with employee unions of the Municipality and recommend contract settlements with the unions to the Chief Administrative Officer;

Legal Advice and Proceedings

13. obtaining of insurance as deemed necessary;
14. administering the provision of or management of insurance matters;
15. Prepare and arrange for filing of any documentation necessary under the *Financial Disclosure Act* or otherwise;

Council

16. Attend meetings of Council and the Administration and Finance Committee, as required by the Chief Administrative Officer or Council;
17. Provide advice to the Chief Administrative Officer and Council regarding any matter of a financial nature;
18. Prepare budgets, as required under the *Community Charter* and as requested by Council and the Chief Administrative Officer; and
19. Liaise with the Municipality's auditor in connection with the financial audit.

SCHEDULE "D"

Oath of Office

I, (insert name) do swear / solemnly affirm that:

- a) I will truly, faithfully and impartially, to the best of my knowledge, skills and ability, execute the office of (insert name of office) to which I have been appointed for the Village of Harrison Hot Springs;
- b) I will treat all matters and information that comes to my attention, as a result of my Office, in confidence;
- c) I have not received and will not receive any payment or reward, or promise of payment or reward, for the exercise of any partiality or other improper execution of my office;
- d) I will not allow my personal interests to conflict with the duties of my Office; and
- e) I will comply with all policies and directives of the Municipality and comply with all laws.

Sworn/Affirmed before me at

Harrison Hot Springs, British Columbia

this ____ day of _____, _____.

Signature of Person Swearing/Affirming Oath

Signature of Person Administering Oath

**THE CORPORATION OF THE VILLAGE OF
HARRISON HOT SPRINGS**

BYLAW NO. 733

Being a bylaw to establish the Officer Positions of the Corporation of the Village of Harrison Hot Springs

WHEREAS: the Municipal Act empowers Council to establish officer positions;

NOW THEREFORE: the Council of the Corporation of the Village of Harrison Hot Springs
HEREBY ENACTS AS FOLLOWS:

1. The following positions are hereby established as officer positions of the Village:
 - (a) Chief Administrative Officer;
 - (b) Director of Corporate Administration Services; and
 - (c) Director of Financial Services.
2. The Chief Administrative Officer shall also be referred to as the "Administrator" and shall be assigned the powers, duties and responsibilities as set out in Section 197 of the Municipal Act.
3. The Director of Corporate Administration Services shall also be referred to as the "Clerk" and shall be assigned the powers, duties and responsibilities as set out in Section 198 of the Municipal Act.
4. The Director of Financial Services shall also be referred to as the "Treasurer" and shall be assigned the powers, duties and responsibilities as set out in Section 199 of the Municipal Act.
5. Council shall, by resolution, appoint persons to the officer positions. The same person may be appointed to two or more officer positions.
6. Council may, by resolution, assign further powers, duties and responsibilities to those persons appointed to the officer positions.
7. The oath of office as set out in Schedule "A" to this Bylaw is hereby adopted as the oath of office for officers of the Village.

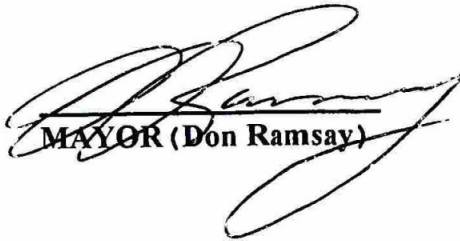
8. This bylaw may be cited for all purposes as "Village of Harrison Hot Springs Officers Bylaw No. 733, 1999."

READ FOR A FIRST TIME THIS 4th DAY OF MAY, 1999.


READ FOR A SECOND TIME THIS 4th DAY OF MAY, 1999.

READ FOR A THIRD TIME THIS 4th DAY OF MAY, 1999.

ADOPTED THIS 18th DAY OF MAY, 1999.



MAYOR (Don Ramsay)



CLERK (Mark Brennan)

SCHEDULE "A"

BYLAW NO. 733

VILLAGE OF HARRISON HOT SPRINGS

OATH OF OFFICE

I, (insert name), having been appointed to the Office of (insert name of Office) for the Village of Harrison Hot Springs, do hereby promise and swear:

- (a) I will faithfully, honestly and impartially, to the best of my knowledge and ability, execute the powers, duties and functions of my Office;
- (b) I will treat all matters and information that come to my attention, as a result of my Office, in confidence;
- (c) I have not received, nor will I receive or accept any payment or reward, or promise of either, in return for the exercise of my powers, duties and functions, other than as permitted by the Village of Harrison Hot Springs;
- (d) I will not allow my personal interests to conflict with the duties of my Office; and
- (e) I will comply with all policies and directives of the Village of Harrison Hot Springs and comply with all laws.

VILLAGE OF HARRISON HOT SPRINGS
STATEMENT RESPECTING THE COUNCIL'S REASONS FOR
ADOPTING A BYLAW

Pursuant to section 8. (9) of the *Community Charter*, the following is a statement respecting the Council's reasons for adopting " OFFICER ESTABLISHMENT BYLAW NO.818, 2004."

The Community Charter and the Local Government Act modernized the titles of Municipal Officers by deleting the terms "Clerk" and "Treasurer". Under the Local Government Act it was left to individual Municipalities if they wanted to move to the new titles or stay with the old titles. To be consistent with the Community Charter the new title should be adopted by bylaw.

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

THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 818

A Bylaw to establish Officer positions for the Village of Harrison Hot Springs.

WHEREAS Section 146 of the *Community Charter* provides that a Council must, by bylaw, establish officer positions in relation to the powers, duties and functions of a Corporate Officer and a Financial Officer;

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

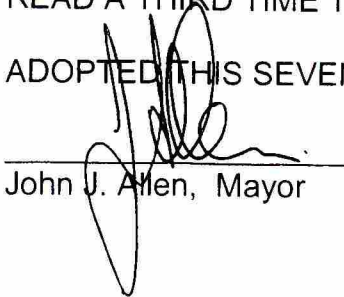
- 1) This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Officer Establishment Bylaw, No. 818, 2004".
- 2) The Council shall appoint an "Administrator" as an Officer position and that person shall have the powers, duties and functions set out under section 147 of the *Community Charter*.
- 3) The person appointed as Administrator under section 2 above, shall also be the "Corporate Officer" of the Village and assigned the responsibility of corporate administration, which includes the powers, duties and functions set out under section 148 of the *Community Charter*.
- 4) The Council shall appoint a "Director of Finance" as an Officer position and that person shall be assigned the responsibility of financial administration, which includes the powers, duties and functions set out under section 149 of the *Community Charter*.
- 5) The Council may appoint a person or persons to act in a Deputy or Acting capacity for any of the foregoing officer positions.
- 6) The Council may assign other powers, duties and functions to any of the officer positions.


READ A FIRST TIME THIS SEVENTEENTH DAY OF MAY, 2004

READ A SECOND TIME THIS SEVENTEENTH DAY OF MAY, 2004

READ A THIRD TIME THIS SEVENTEENTH DAY OF MAY, 2004

ADOPTED THIS SEVENTH DAY OF JUNE, 2004


John J. Allen, Mayor


Phil Taylor, Corporate Officer

THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 823

A bylaw to amend the "Officer Establishment Bylaw, No. 818, 2004".

WHEREAS, the Council of The Corporation of the Village of Harrison Hot Springs did, on the seventh day of June, 2004, enact Bylaw No. 818 cited as the "Officer Establishment Bylaw, No. 818, 2004".

AND WHEREAS, it is deemed desirable to amend the said bylaw to change the name of the position of the person charged with the responsibility under Section 147 of the Community Charter.

NOW THEREFORE, the Council, in open meeting assembled, enacts as follows:

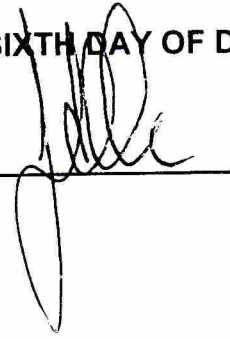
1. The word "Administrator" as it appears in the first line of Section 2 of the said Bylaw No. 818, is hereby deleted and replaced with the words "Chief Administrative Officer".
2. This Bylaw may be cited for all purposes as the "Officer Establishment Bylaw, No. 818, amendment Bylaw #1, No. 823, 2004."

READ FOR A FIRST TIME THIS FIFTEENTH DAY OF NOVEMBER, 2004.

READ FOR A SECOND TIME THIS FIFTEENTH DAY OF NOVEMBER, 2004.

READ FOR A THIRD TIME THIS FIFTEENTH DAY OF NOVEMBER, 2004.

ADOPTED THIS SIXTH DAY OF DECEMBER, 2004.



MAYOR
(John Allen)



CORPORATE OFFICER
(Gerald P. van der Wolf)



Administrative Centre | 34589 Delair Road | Abbotsford, BC | V2S 5Y1
Tel: 604-859-7141 | Toll-free: 1-888-668-4141 | Fax: 604-852-5701

November 26, 2009

Dear FVRL Members:

This is just a friendly reminder about appointing your local government's 2010 representative and alternate to the Board of Fraser Valley Regional Library.

According to the *Library Act*, which governs your FVRL membership, regular appointments to FVRL's Board are to be made "each December at the first meeting of the municipal council or regional district board." The *Library Act* also states that "a member of the library board holds office for a term of 1 year" and that "a member is eligible for reappointment, but no member may serve for more than 8 consecutive years."

FVRL regular Board meetings have been scheduled for January 27, April 28, June 23, July 28, September 22, October 27, November 24, and December 15, from 9:00 a.m. to 12 noon. The annual planning retreat is slated for Wednesday and Thursday, March 10 and 11, 2010, from 8:30 am to 4:30 pm. These meetings will be held at FVRL's Administrative Centre.

Would you please send to my attention a confirmation of your Board representative and alternate appointments? Kindly send this not later than December 31, 2009 to the address above, by fax to 604-859-4788, or by email to irene.geng@fvrl.bc.ca.

If I can be of further assistance to you on this matter, feel free to contact me.

Yours truly,

Irene Geng
Office of the Chief Executive Officer

2010 FVRL BOARD MEETINGS

9:00 a.m. to 12 noon

January 27

April 28

June 23

July 28

September 22

October 27

November 24

December 15

ANNUAL BOARD RETREAT

8:30 a.m. to 4:30 p.m.

Wednesday & Thursday, March 10 & 11, 2010

LOCATION

FVRL Administrative Centre:
34589 Delair Road, Abbotsford, BC V2S 5Y1
(Unless otherwise announced – Please confirm prior to meeting)

NOTES

- No February meeting to accommodate 2010 Olympics.
- March meeting adjusted to accommodate 2010 Paralympics.
- No May meeting to accommodate Federation of Canadian Municipalities Convention.
- No August meeting to accommodate summer break.
- September meeting accommodates Union of BC Municipalities Convention.
- Additional meetings may be called if required.

