



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, February 1, 2010
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 – January 11, 2010 <input type="checkbox"/> Public Hearing Minutes – January 18, 2010 <input type="checkbox"/> Economic Development Commission Meeting Minutes – December 16, 2009 <input type="checkbox"/> Olympic Torch Relay Committee Meeting Minutes – January 11, 2010		<p>THAT the minutes of the Regular Council Meeting of January 11, 2010 be adopted.</p> <p>THAT the minutes of the Public Hearing of January 18, 2010 be adopted.</p> <p>THAT the minutes of the Economic Development Commission Meeting of December 16, 2009 be received.</p> <p>THAT the minutes of the Olympic Torch Relay Committee Meeting of January 11, 2010 be received.</p>	<p>Item 4.1 Page 1</p> <p>Item 4.2 Page 11</p> <p>Item 4.3 Page 19</p> <p>Item 4.4 Page 23</p>
5. BUSINESS ARISING FROM THE MINUTES			
6. DELEGATIONS AND PETITIONS			
		<p>Jennifer Wilson Consultants Ltd. and Points of View Research & Consulting Ltd. – Community Needs Assessment</p> <p>Spiro Halatsis, D. Schoenfelder-Korff, John Neville Re Memorial Hall Renovations</p>	

7. CORRESPONDENCE

<input type="checkbox"/> Media Advisory from CNIB re funding accessible library services	Item 7.1 Page 31
<input type="checkbox"/> Letter dated January 8, 2010 from City of Richmond and letter dated January 13, 2010 from District of Maple Ridge re PRIME-BC	Item 7.2 Page 33
<input type="checkbox"/> Letter dated January 9, 2010 from Harrison Hot Springs Fire Department re Public Access Defibrillator Program	Item 7.3 Page 43
<input type="checkbox"/> Letter dated January 11, 2010 from Heritage BC re Heritage Week 2010 – February 15-21	Item 7.4 Page 45
<input type="checkbox"/> Letter dated January 12, 2010 from Transport Canada re executed Agreements	Item 7.5 Page 47
<input type="checkbox"/> Letter received January 14, 2010 from City of Chilliwack re Torch Relay Celebration invite	Item 7.6 Page 49
<input type="checkbox"/> Letter dated January 15, 2010 from Building Canada Fund re Project 27658 Miami River Flood Pump and Generator	Item 7.7 Page 51
<input type="checkbox"/> Media Release dated January 18, 2010 from BC Public Libraries re “Share your Story”	Item 7.8 Page 53
<input type="checkbox"/> Email from Fraser Valley Regional District re Tentative Board and Committee Meeting Dates – 2010	Item 7.9 Page 55

8. BUSINESS ARISING FROM CORRESPONDENCE

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

Economic Development Commission	
Parks and Recreation Commission	

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


<input type="checkbox"/> Kent Harrison Sewer Connection Project – January 26, 2010	<p>Report of Chief Administrative Officer – January 26, 2010 – RC 011 Re: Kent Harrison Sewer Connection project</p> <p>Recommendation:</p> <p>THAT the upgrading of our own facilities and infrastructure to the maximum extent of existing approved funding and budgets be approved; and</p>	Item 12.1 Page 57
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<p><input type="checkbox"/> Professional Services for Memorial Hall Renovations – January 26, 2010</p> <p><input type="checkbox"/> Development Permit with variances at 298 Lillooet Avenue – January 27, 2010</p> <p><input type="checkbox"/> Sanitary Sewer CCTV Report – January 28, 2010</p>	<p>THAT staff be directed to prepare a letter to the District of Kent formally withdrawing from pursuing the idea of connecting our sewerage system to the District of Kent's waste water treatment plant; and</p> <p>THAT staff complete a letter of application for a scope change to the existing approved project funding.</p> <p>Report of Chief Administrative Officer – January 26, 2010 – RC 009 Re: Professional Services for Memorial Hall Renovations</p> <p>Recommendation:</p> <p>THAT approval be given to enter into contracts with the Consulting Team of CHPA, Stantec, Levelton Engineering, Krahn Engineering and Murphy Design Services for the proposed renovation project at Memorial Hall at a cost of \$82,050.00; and</p> <p>THAT approval be given to enter into a contract with Gerry Ens Contracting as Project Manager at a cost of \$35,937.50 for proposed renovations at Memorial Hall; and</p> <p>THAT approval be given for the formation of a Select Committee to provide support, advice and input to the Consulting Team and Project Manager for the proposed renovations to Memorial Hall and to prepare a final report for approval of Council prior to formal design and construction.</p> <p>Report of Chief Administrative Officer – January 27, 2010 – RC 010 Re: Development Permit with variances at 298 Lillooet Avenue</p> <p>Recommendation:</p> <p>THAT the re-issuance of a Development Permit with variances at the above property be approved.</p> <p>Report of Chief Administrative Officer – January 28, 2010 – RC 011 Re: Sanitary Sewer CCTV Report</p>	<p>Item 12.2 Page 61</p> <p>Item 12.3 Page 85</p> <p>Item 12.4 Page 119</p>
13. BYLAWS		
<p><input type="checkbox"/> Bylaw No. 930 OCP Amendment Bylaw - January 27, 2010</p>	<p>Report of Chief Administrative Officer – January 27, 2010 – RC 012 Re: Bylaw No. 930 Official Community Plan Amendment</p> <p>Recommendation:</p> <p>THAT the amended Official Community Plan Amendment Bylaw No. 930 be read a second and third time;</p> <p>THAT the Official Community Plan Amendment Bylaw No. 930 be adopted.</p>	<p>Item 13.1 Page 121</p>

<input type="checkbox"/> Bylaw No. 931 Water Development Cost Charge Reserve Fund Expenditure Bylaw	THAT Bylaw No. 931 Village of Harrison Hot Springs Water Development Cost Charge Reserve Fund Expenditure Bylaw No. 931, 2010 be adopted.	Item 13.2 Page 137
<input type="checkbox"/> Bylaw No. 932 Hot Springs Road and McPherson Road residential water connection finance plan	THAT Bylaw No. 932 Village of Harrison Hot Springs Hot Springs Road and McPherson Road residential water connection finance plan receive first, second and third readings.	Item 13.3 Page 141

14. QUESTIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

15. ADJOURNMENT



Larry Burk
Chief Administrative Officer

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

DATE: January 11, 2010
TIME: 7:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Mayor Ken Becotte
Councillor Bob Perry
Councillor Dave Harris
Councillor Allan Jackson (**appearing by telephone**)
Chief Administrative Officer, Larry Burk
Executive Assistant, Debra Key (Recorder)

ABSENT: Councillor Dave Kenyon

1. CALL TO ORDER

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

CAO requested removal of the **Report of Chief Administrative Officer – January 5, 2010 – RC 003** Re: Professional Services for Memorial Hall Renovations

2. INTRODUCTION OF LATE ITEMS

Report of Chief Administrative Officer of January 11, 2010
Re: Upper Fraser Valley Bylaw Adjudication System Registry Agreement

3. APPROVAL OF AGENDA

Moved by Councillor Harris
Seconded by Councillor Perry

THAT the agenda be approved as amended.

**CARRIED
RC-2010-001**

4. ADOPTION AND RECEIPT OF MINUTES

☐ Regular Council Meeting
Minutes – December 21, 2009

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Regular Council Meeting of December 21, 2009 be adopted.

**CARRIED
RC-2010-002**

Errors & Omissions

Page 3 last paragraph, 6th sentence should read, “Director of Finance said there were....”.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
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5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **PUBLIC AND STATUTORY HEARINGS**

None

7. **DELEGATIONS**

None

8. **CORRESPONDENCE**

☐ Email dated December 10, 2009 from Corporation of Delta re Board of Variance Concerns

☐ Letter dated December 17, 2009 from the Village of Pemberton to Premier Campbell re Provincial Funding Assistance to the Arts

☐ Letter dated December 30, 2009 from Metro Vancouver to Premier Campbell re Provincial Cutbacks to Cultural Services

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

☐ Delta Board of Variance

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT support be provided to the Corporation of Delta's submission of a resolution to UBCM to petition the Province to amend the *Community Charter* requiring all Boards of Variance issues be "in camera".

CARRIED
RC 2010-003

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

None

10. **REPORTS FROM MAYOR**

Invitation from Tourism Harrison to members of Council and staff to attend Wednesday, January 27, 2010 5:30 p.m. to 7:00 p.m. at an open house wine and cheese reception at Tourism Harrison. Please RSVP to staff.

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Invitation from Harrison Preschool Society to an Open House, Saturday, January 23, 2010 10:00 to 12:00 noon.

The Mayor reported on the Green Paper on BC's Destination Marketing Network Funding and Structure and UBCM's response to destination marketing organizations and the additional hotel room tax. The key issue is to have submissions into the Minister of Finance by January 15, 2010. It was noted that if Council has not made submissions, they were encouraged to review and submit comments directly to the Minister of Finance and the Minister of Tourism, Culture and the Arts. The discussion paper is asking for approval of a model for the additional hotel room tax.

The CAO reported that the Whistler Centre for Sustainability Group has just recently completed forms to document the funds that have been expended and how much we will expend in the next 5 years based on the 5 year program. This was based on the amount of work that is still required and if we don't keep the funding up, we could lose the funding.

The Olympic Torch Relay Committee met today. Plans are underway for celebrations for the torch relay event on February 7, 2010. The Mayor extended an invitation to the public to participate in the festivities. There will be activities such as the "welcoming" of the Torch at the plaza, music and photo opportunities with the "Torch". We are also researching the possibility of purchasing a Torch. The main celebration will be at the Memorial Hall with a children's entertainer. We are also hoping to have a video type presentation in which the community can view the Olympic highlights throughout the event. Banners and flags will be available for children to wave. The Torch will arriving in the Village approximately 11:00 a.m.

11.

REPORTS FROM COUNCILLORS

Councillor Harris	Attended a meeting with Olympic Torch Relay Committee. The Mayor was elected Chair, Sonja Reyerse as Co-Chair.
Councillor Kenyon	Absent
Councillor Jackson	Nothing to report.
Councillor Perry	Nothing to report.

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☐ Interim Audit – 2009 –
January 4, 2010

REPORTS FROM STAFF

Report of Director of Finance – January 4, 2010 – RC 001
Re: Interim Audit – 2009

The 2009 Interim Audit Report from McConnell, Voelkl dated December 15, 2009 was received and filed.

☐ Community-Based Needs
Assessment proposal –
January 4, 2010

Moved by Councillor Harris
Seconded by Councillor Perry

Report of Chief Administrative Officer – January 4, 2010 – RC 002
Re: Community-Based Needs Assessment proposal

THAT a contract be approved with Jennifer Wilson Consultants Ltd. and Points of View Research & Consulting Ltd. to provide a Community-Based Needs Assessment per the proposal submitted December 8, 2009; and

THAT approval be given to the Mayor and CAO to prepare and sign documents accordingly.

CARRIED
OPPOSED BY COUNCILLOR PERRY
RC2010-004

Councillor Perry expressed concern over the expenditure of \$18,500 on the basis that it mentions a multi-space facility. Why is this being discussed if renovations are going ahead at Memorial Hall. Requested that the consultants attend at Council and piggy back District of Kent. CAO says community needs assessment for District of Kent only involved a few residents of Harrison that was interested in the pool. The Cultural Scan was a different process between the Village and District of Kent.

The Mayor said this is a comprehensive review that looks at a lot of different community needs such as facilities, waste management services, leisure opportunities and tourism potential. It will be geared to see what the community wants. Councillor Jackson agrees in theory, but feels it is important for Council to meet before and decide upon priorities that Council wants to see happen in 2010 and 2011. As a Council, we do not know what our priorities are. There are issues that haven't been dealt with. We need to see what Council wants. We rely too much on Committees to do the work we were elected to do. This should wait until the Memorial Hall report comes back.

The CAO will provide Council with a cross section of what the needs of the Village residents are and what they see as important to them.

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Councillor Harris believes hiring a consultant is necessary to look at community based needs.

Councillor Perry doesn't feel that we should spend \$18,500 on community needs assessment and definitely not until the Memorial Hall renovation decision has been made.

The Mayor stated that the Memorial Hall renovation has been approved, budgeted for and will go ahead. The community needs assessment proposal is important to see what the people in the community really want. It is important to get the information that we need.

The CAO stated he will invite the consultants to meet with Council once Council is back in full quorum.

☐ Disposal of Asset over
\$1,000 – 30 foot sailboat –
January 5, 2010

Moved by Councillor Harris
Seconded by Councillor Perry

Report of Chief Administrative Officer – January 5, 2010 – RC 004
Re: Disposal of asset over \$1,000 – 30 foot sailboat

THAT the 30 foot wooden sailboat left abandoned at the federal wharf be disposed of pursuant to Policy 2.31.

☐ Web Site Policy 2.27 –
January 6, 2010

CARRIED
RC2010-005

Moved by Councillor Jackson
Seconded by Councillor Perry

Report of Chief Administrative Officer – January 6, 2010 – RC 005
Re: Web Site Policy 2.27

THAT the Village of Harrison Hot Springs Web Site Policy No. 2.27 be adopted.

☐ Power Smart & Energy
Manager Services – January
6, 2010

CARRIED
RC2010-006

Moved by Councillor Harris
Seconded by Councillor Perry

Report of Chief Administrative Officer – January 6, 2010 – RC 006
Re: Power Smart & Energy Manager Services

THAT a meeting with the Chehalis Indian Band to explore opportunities to develop strategic energy management ideas be approved; and

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☐ Upper Fraser Valley
Bylaw Adjudication System
Registry – January 11, 2010

THAT approval be given to become a Powersmart Partner and entering into an agreement with the Chehalis Indian Band to share an energy manager provided no costs are associated.

CARRIED
RC2010-007

Moved by Councillor Harris
Seconded by Councillor Perry

Report of Chief Administrative Officer – January 11, 2010
Re: Upper Fraser Valley Bylaw Adjudication System Registry Agreement

THAT the Fraser Valley Bylaw Notice Dispute and Adjudication Registry Agreement between the City of Chilliwack, District of Hope, District of Kent, Village of Harrison Hot Springs and Fraser Valley Regional District be entered into that reflects an amendment to the term of the agreement being “January 1, 2010 and continues in effect until December 31, 2012”.

CARRIED
RC2010-008

13.

BYLAWS

☐ Bylaw No. 929 Officer
Establishment Bylaw

Moved by Councillor Harris
Seconded by Councillor Perry

THAT Bylaw 929, 2009 Officer Establishment Bylaw be adopted.

CARRIED
RC2010-009

☐ Hot Springs Road
Watermain Extension –
Bylaw No. 931 – January 6,
2010

Report of Chief Administrative Officer – January 6, 2010 – RC 007
Re: Hot Springs Road Watermain Extension

Moved by Councillor Perry
Seconded by Councillor Harris

THAT Bylaw No. 931 Water Development Cost Charge Expenditure be given first reading;

CARRIED
RC2010-010

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT Bylaw No. 931 Water Development Cost Charge Expenditure be given second reading;

CARRIED
RC2010-011

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Moved by Councillor Harris
Seconded by Councillor Perry

THAT Bylaw No. 931 Water Development Cost Charge Expenditure be given third reading; and

CARRIED
RC2010-012

Councillor Harris excused himself from the Chambers due to a potential conflict at 7:55 p.m.

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the expenditure of funds from the Water reserve fund for consultant engineering and inspection services to a maximum amount of \$25,000 be approved.

CARRIED
RC2010-013

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the execution of a contract with Jakes Contracting for works on the Hot Springs Road water main extension to the end of the residential development on and McPherson Road to a maximum amount of \$327,000 be approved.

CARRIED
RC2010-014

Councillor Harris reentered the Chambers at 7:56 p.m.

Councillor Jackson excused himself from the meeting by telephone at 7:57 p.m.

14.

QUESTIONS FROM THE PUBLIC

A member of the public commented on the letters received from the Village of Pemberton and Metro Vancouver re funding assistance to cultural Services. She asked whether Council would consider sending a letter to the Premier in support. The Harrison Festival Society and Harrison Arts Council are being cut 40% in 2010 and the projection so far will be a 90% cut in 2011. The CAO asked for some background information to include in the letter of support.

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Moved by Councillor Perry
Seconded by Councillor Harris

THAT the Village of Harrison Hot Springs send a letter of support to Premier Campbell regarding provincial funding assistance to the arts and the potential devastation the cutbacks will create.

CARRIED
RC2010-015

A member of the public asked if the watermain service on McPherson Road will only be for fire department purposes. The Mayor advised it will be for all residences on McPherson Road and to the edge of Holiday Park.

A member of the public asked if the Memorial Hall renovations are still going to be going ahead and whether this will still go before Council.

A member of the public asked if there would be any consultation for the design for the Memorial Hall renovations and whether people will have an opportunity to submit their comments. The Mayor stated the work will be structural and will not require any input. The priority is for structural work, but any aesthetic renovations may solicit input from the community.

A member of the public asked what the percentage of response would be used from the community based needs assessment. The CAO stated a good number of response is approximately 28 – 32% which will give an acceptable standard to provide a decision. A matrix will be used based upon demographics which is the process that they go through to provide an accurate reading.

A member of the public asked that Council set a direction in terms of development and infrastructure and what needs to be done and suggests that the information from the Cultural Scan be used for the community based needs assessment.

The first meeting of the budget process will be at an Administration and Finance Committee which will be scheduled sometime the week of February 1-5, 2010.

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ADJOURNMENT

Moved by Councillor Perry
Seconded by Councillor Harris

THAT the meeting be adjourned.

The meeting adjourned at 8:15 p.m.

CARRIED
RC2010-016

Certified a true and correct copy of the minutes of the
Regular Meeting of Council held January 11, 2010 in the
Council Chambers, Village of Harrison Hot Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative
Officer

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF PUBLIC HEARING OF
OFFICIAL COMMUNITY PLAN BYLAW
AMENDMENT BYLAW NO. 930, 2009**

DATE: January 18, 2010
TIME: 7:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Mayor Becotte
Councillor Perry

Larry Burk, Chief Administrative Officer
Michael Rosen, Planning Consultant
Debra Key, Executive Assistant (Recorder)

**(1) Call to
Order**

CALL TO ORDER

Mayor Becotte called the public hearing to order at 7:00 p.m.

(2)

PROCEDURE FOR PUBLIC HEARING

Mayor Becotte read the opening statement and procedure for conducting the public hearing pursuant to Sec 890 and 892 of the *Local Government Act*.

Chief Administrative Officer Larry Burk read out the proposed amendment to the Official Community Plan Amendment Bylaw No. 930, 2009 for Council's consideration.

The Mayor reported that no written submissions or emails were received.

Official Community Plan Bylaw Amendment Bylaw No. 930, 2009 (the "Village")

The Village's planning consultant, Michael Rosen, presented the bylaw amendment.

This bylaw is not a zoning bylaw change. This is a set of parameters that will be used to direct development applications/proposals in the specifically designated Neighbourhood Plan Area 1 as per the Official Community Plan. Any new development proposals in the designated area would be required to substantially conform to these parameters in order to be considered. Any development proposal would have to apply to rezone the lands. The development would have to conform to the zones permitted by the designations set within the revised OCP document. The Pine Avenue area was contemplated to accommodate changes to the zoning in place at the time the OCP was originally adopted.

As part of the process, a public information meeting (September 2009) was held. Also comments and input from the Advisory Planning Commission and Economic Development Commission were provided. The proposed parameters were also reviewed by the Fraser Valley Regional District and Ministry of Transportation.

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MINUTES OF THE PUBLIC HEARING
OF OFFICIAL COMMUNITY PLAN BYLAW
AMENDMENT BYLAW NO. 930, 2009
*January 18, 2010***

This was an area identified by the OCP as needing some comprehensive planning before development applications would be entertained. Without a comprehensive plan, it is possible that development on a property by property basis could result in poor overall planning as you move east. The properties in the southern part are currently zoned Tourist Commercial. The properties north of that are zoned R2 (Residential Two). Multi-family was not contemplated under the current OCP.

Some features of the new plan suggest a combination of different types of housing as the OCP says new planning needs to provide diversity. Multi-family would be considered closer to Hot Springs Road and the density is expected to decrease as you move toward McCombs Drive. The Village should attempt to accommodate young families, more mature families as well as people who wish to move out of single family and downsize, which can be accommodated in multi-family as well as duplexes and small lots. This plan will also contemplate secondary suites as additional housing choices for the area and include landscaping elements which will be a requirement of any new plan.

Applications for new development would include provision of green building policies and directives. We don't see any additional major roads going through the area and the Village is not contemplating expropriating of any current property. Direct driveway accesses onto Springs Road would not be permitted thereby requiring internal roads and lanes.

The Village can require a minimum of 5% of any development to be dedicated for parkland. Trails and pedestrian connection will be required to adjacent areas and other parkland will form part of development reviews for the area. Tree surveys to establish protection of mature trees or the urban forest will be requirements of any development applications.

It is contemplated that maximum potential in this planning area is 150-160 new units. We also contemplate this buildout to take place over an extended period of time as increases in demand create a need. These changes are basically consistent with the OCP – the challenge for Council is to manage the change so that the change can take place that is in the interest of the community and minimize any impact.

(3)

PUBLIC COMMENTS

Bob Rebelato, 478 Pine

Q -My property is right in the middle. If a road goes across the back of my property, I would end up with 2 frontages. I can't subdivide, what happens with my taxes? Do I pay double taxes?

A -Tax is based upon the value of your property. The properties are valued by BC Assessment Authority. If you have two roads one in front and one in back. It could reduce the value of your property. Your taxes could go down.

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Q- As soon as you put services down the back I will have to pay frontage taxes.

Felix Comeau, 624 McCombs

Q -What would be the average you would reduce the size of lots.

A -Lots could be created that would be 4300 sq. ft. They are smaller than what you are in now.

Q- If the road goes beside my property. Do you tax water and sewer frontage.

A -For lots that have double frontage and corner lots you would get taxed a minimum and maximum..

Q- Why would I pay taxes on something I won't be developing – its double taxing. It won't benefit me at all.

A -When approving subdivisions we try to avoid double fronting lots.

Marcel Juneau, 16 Cottonwood Avenue

Q -There is an oversight in the OCP in that this area doesn't allow for higher density. In DP 2 on the waterfront there are more lots in an area where the density will be a lot higher. Parcels here make more sense to have a higher density. I think we will lose out on higher density in planning area 2.

Richard Irvine, 607 Lakberg Crescent

Q- How bad will the traffic be if this goes through?

A- Any traffic impacts will be reviewed at the time of development applications. The intent of development applications is to move traffic onto Hot Springs Road and not bring it into existing areas. Details would be dealt with at time of development. McCombs Road constructions will also address problems.

Bill Dietrich, 320 Chestnut

Q- Looking at potential growth in our community – I love Harrison for what it is. It's small and it's fairly safe. I see zoning changes and Council can approve this, etc. We can voice our concerns but it sounds like it's going to happen. 150 houses is a lot of people. Do we have infrastructure for it? Hot Springs Road can't handle summer traffic now. What are we going to do about the development around us. How much do we have a say in it. Do you want it to look like Ft. Langley. Do you want Harrison Hot Springs to become like this. There will be noise. We do have a say as to what goes on here. We as a community should have a say. Does not serve the community a purpose. What do we really need? I hear a lot of vague things and unsureness. I don't want a Ft. Langley.

Jann Perrin, 327 Miami River Drive

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Q -I am interested in the urban forest and have you set any targets on the urban tree canopy? Mature trees just come down in the wind. Is the park going in where there is existing forest? Concerned about high density in terms of urban forests.

Susan Balfour, 310 Fern Place

Q -How can we even look at these proposals as well as water, sewer, infrastructure, drainage systems. How can we look at that with the potential 1500 units that are being proposed? How is it that it has come ahead at this time. Is this being pushed forward now because of encroaching developers planning another 1500-1800 units?

A -This Neighbourhood Plan was a result of what was identified in the OCP in May 2007. This particular plan was among others, including lakeshore development, Village centre plan. This was our first process coming out of the OCP. This process was started in 2009. This is to look at what type of development Council would consider on receiving proposals on. Any proposals would have to go through the complete public process, including zoning. It will be a high density development area. It is a beginning step.

A -The OCP identified this for further study and that we look at what this area would be. The OCP recommended that we don't exceed 8 units per acre. Not changing the OCP. Density still within the densities recommended by the OCP. Intent is to try to maintain existing footprint. When developers come forward they are asking what we can put there. We are giving alternatives.

Q- I'm hoping that considerations will be made when proposals come in.

A -The Regional Growth strategy sets us at about 1,000 – 1100 more people by 2030. How are you getting the 1500 – 1800 units? Village does not have that much land and is very limited.

Unknown

Q- Is there a proposal for another road going out of here?

A We have had many discussions with various Ministries regarding a proposal for an alternate road. We are pretty limited.

Q -There is more development here and more people moving here. There will be more cars. Summertime here is terrible and it will get worse. Nothing has been proposed for a road. Let's not destroy it with more additions. It's getting bigger too quickly. Nothing has been done with these developments.

Bill Dietrich, 320 Chestnut

Q – Shouldn't someone do a public study with respect to infrastructure (roads). We need to entertain the idea to limit the type of growth. We need to take a stand as a community.

A – We will be having a traffic management plan for the Village and will have to work with

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Ministry of Transportation regarding Hot Springs Road.

Patsy Graham, 363 Pine Avenue

Q- Why has there been no discussion in terms of low density residential for that piece of property? Why wouldn't we be looking at low density?

A -For ½ acre to 1 acre the framework for increase in density over what there is now is something that was in the plan a few years ago. This is an area that is serviced with roads, water, sewer, the planning was that this would be a good candidate area for a change. The plan is speaking to an increase in density because the plan is in fact accommodating growth. This is not to maintain status quo. There may be people in the community that don't want growth. The current plan speaks to this. We are following through as to what the plan was. It may not work for you.

Q- I think we have balance already in the Village with high density areas. We as a community need to look at low density as an alternative, not the developers.

Unknown

Q -Pine Street is not on water and I am on a well.

A- Any development would get water. There are 1/3 of the Village doesn't have water. Part of the process is to extend watermains as we have new water reservoir.

Q -Will water go down Pine Avenue if it gets subdivided?

A- Every area in town without water we will be considered these in our long term planning. It is a question of priorities. With the new reservoir we now have the ability to service everyone in town. With the changes in our sanitary sewer we have the ability to service everyone adequately.

Q- I think our sanitary system in Harrison is poor. They have to flush the sewers all the time to keep it moving. They do on Pine Avenue.

A -The treatment at the plant is reaching its life cycle and we are working on this to improve.

Bill Dietrich, 320 Chestnut Avenue

Q -What would stop the community from zoning that as low density housing and what would the process be? Would this be a community vote? Are you locked into this speculative plan?

A- This is why we are asking you this in this process. If Council decides this would be a low density, it would need to change the OCP plan. The decision is Councils. It is very unusual to go to referendum or plebiscite. If all property owners came forward with application, Council would look at this. Just remember we are not rezoning. We are in the business to figure out what we want. We are affording opportunities for developers to come forward to rezone as they see fit. 8 units an acre is not high density. We are just providing options as its defined in the OCP. We are not rezoning any land here. We are creating a development plan.

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PUBLIC HEARING
OF OFFICIAL COMMUNITY PLAN BYLAW
AMENDMENT BYLAW NO. 930, 2009
*January 18, 2010***

Patsy Graham, 363 Pine Avenue

Q- Council's decision could rezone.

A- The amendment does not change the current zoning, it changes the designation in the OCP. If a property owner wanted to build medium density, we couldn't consider it. The OCP does not allow for that. If a developer comes forward, it will allow Council to consider and will have to go through a zoning amendment and community public process.

Susan Balfour, 310 Fern Place

Q -The bylaw doesn't change the zoning bylaw, but it opens the door?

A -It creates the opportunity for someone to come to Council and ask for a change of zoning.

Q- Since inception of this plan, has there been an examination of the availability of larger size family lots – how is really going to benefit. It changes the need in this piece. If Council knows there are intentions coming forward. Who is really going to benefit to the potential opening door of multi-family size housing. There will be hundreds of people affected. I hear multiple people coming in.

Q -There will be a 1,000 more people by 2030?

A- The FVRD is presuming population could grow to 2600-2800 by the year 2025. FVRD changing the growth strategy plan as the economy changes.

A- All communities are required to contribute to growth strategy. We do need development to provide this growth. Our developable land is pretty limited. I can count on both hands the number of new buildings that have been built here. There hasn't been any growth here. We want to make sure all options are covered.

Marcel Juneau, 16 Cottonwood Avenue

Q-- Would they prefer to see a motel/campground as it's currently zoned instead? A community with housing would be better suited for the surrounding area.

Unknown

Q There is no money in trailer parks or campgrounds.

Janne Perrin

Q- Do you have an urban forest canopy target for this particular area.

A- There is no urban tree forest plan for the Village and haven't considered one.

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PUBLIC HEARING
OF OFFICIAL COMMUNITY PLAN BYLAW
AMENDMENT BYLAW NO. 930, 2009
*January 18, 2010***

Bill Dietrich

Q- We are a self sustaining Village that tax base is very capable of handling without having to meet the Provincial mandate. Do we have to keep up with the Jones because rest of Valley is growing? We should have another discussion about what we are spending our money on.

Unknown

Q- Where do we go from here? Developers are showing their muscle.

A This plan is not driven by developers. This plan is driven by one direction by the OCP. The other driving force is good planning to provide housing varieties, parks, trails, good design, landscape design. Developers will probably use this the most. The must respond to what Council wants. One of the purposes is for people who don't live here now but want to come to live here. Communities are ever evolving. Planning is not just for the people now, it is also planning for the people that are coming. You can argue that you don't want people to come. You need to be telling your Council to completely revisit the plan.

Marg Doman

Q- Encourage people to come to Council meetings. It's the same people that come to Council meetings. It's a way to find out what's going on.

A- It was a positive meeting at the Public Information meeting. It is important for people to pay attention in the community and attend meetings and provide input. We have not received one written submission or email on the process.

The Mayor called for further submissions to Council regarding Bylaw No. 930, 2009 Official Community Plan Amendment Bylaw.

Marcel Juneau

Q- Believes this area could be similar to Harrisburg. Does not believe it is a sardine atmosphere. They support commercial development downtown. Growth is inevitable.

The Mayor called for further a second time for submissions to Council regarding Bylaw No. 930, 2009 Official Community Plan Amendment Bylaw.

Susan Balfour

Q- Where can I obtain information on larger lots available. How would one go about getting what's available for larger lots in Harrison? To change the OCP to accommodate this process. Where do people get information about the public information meeting? Where can I find out

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PUBLIC HEARING
OF OFFICIAL COMMUNITY PLAN BYLAW
AMENDMENT BYLAW NO. 930, 2009
*January 18, 2010***

about ownership about properties? Many Council meetings are not open to the public.
A -All questions can be answered at reception. Meetings are open to the public unless posted
as an In Camera Council meeting and the agenda does not identify agenda items.

**The Mayor called for the third and final time for submissions to Council regarding
Bylaw No. 930, 2009 Official Community Plan Amendment Bylaw.**

(4) CONCLUSION

The public hearing concluded at 8:35 p.m.

Certified a true and correct copy of the minutes of the Official Community Plan Bylaw Amendment Public
Hearing held January 18, 2010 in the Council Chambers, Village of Harrison Hot Springs, BC

Ken Becotte
Mayor

Larry Burk
Chief Administrative Officer

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

DATE: December 16, 2009
TIME: 9:00 a.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE Robert Reyerse, Chair
Mayor Ken Becotte
Danny Crowell, Deputy Chair
Councillor Dave Kenyon
Phyllis Stenson
Stephanie Key
Karl Dopf
Frank Peters

CAO, Larry Burk

ABSENT: Fred Gornall

Recording Secretary, C. Richardson

.1. CALL TO ORDER

Chairman Robert Reyerse called the meeting to order at 9:08 a.m.

2. ADOPTION AND RECEIPT OF MINUTES

☐ EDC Minutes
of Nov. 25/09

Moved by Karl Dopf
Seconded by Danny Crowell

THAT the minutes of the Economic Development Commission meeting of November 25, 2009 be adopted.

CARRIED

3. DELEGATIONS/PETITIONS

Late Item Delegation

Stephanie Key introduced the Delegation of Donna Bernard and Joanne Severn who attended to give a presentation regarding the benefits of hiring a consulting firm for a community events assessment.

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

December 16, 2009

PAGE (3)

R. Reyerse stated the question of involvement with an Event Coordinator and the Economic Development Officer who in likely hood will be brought in after the consultants would like to begin. Further discussion from the EDC will need to brooch topics related to these items.

L. Burk is finalizing an RFP proposal to go forward with a community needs assessment project which will begin soon. This project could include questions regarding community input of the sand sculpture item. It was suggested to use what already exists such as the EDO and Event Coordinator as well as the community needs assessment. Ms. Bernard gave a brief overview of approaches that were used in other communities, such as Abbotsford.

Debrief of the commission, questioned 2010 budget, concerns regarding not using grassroots consulting. The budget presented was quite large. P. Stenson feels the Event Coordinator would not be able to assist in a large capacity and a lot of the responsibility will fall on the EC Supervisor. The time needed for assistance many not be feasible at that time of year.

F. Peters stated that the EDC should fast track a decision as time is of an essence with this item.

S. Key stated the consultants were thinking of creating smaller scale events. The potential to create something that encompasses the Village and can be self sustaining.

Money management, fees and generated revenue were discussed.

R. Reyerse requested the members stick to the key issues that need to be address; Sand Sculpture, use of outside consultants, Event Coordinator, Do we want to push for an event in September? Do we want to use outside consultants?

An event in September should continue and use the leverage of the branding that was created in the past. Target markets need to be established. Families tend to not be the market in September and hitting the Corporate market would be the target. Upfront cost may need to be implemented to get things started. A vision needs to be established before conversations can begin. The consultants bring experience, and outside view as well as the contacts and connections that will make this work.

L. Burk suggested that we incorporate some of these ideas with the community assessment study that will underway soon. This study is service/facility and solid waste component focused. The members agreed to approach the consultants with a reduced budget and were in agreement that the use of the consultants with the first two items would be a benefit.

4.

CHAIRPERSON REPORT

None

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

December 16, 2009

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☐ Next meeting Thursday, January 21, 2010
agenda Consultation vision process

6. ADJOURNMENT

Moved by Karl Dopf
Seconded by Frank Peters

THAT the meeting be adjourned at 10:52 a.m.

CARRIED

Certified a true and correct copy of the minutes of the
Economic Development Commission of December 16,
2009 held in Council Chambers, Village of Harrison
Hot Springs, BC.

Robert Reyerse
Chairman

Larry Burk
CAO

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE OLYMPIC TORCH RELAY COMMITTEE**

DATE: January 11, 2010
TIME: 12 Noon
PLACE: Council Chambers, Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Ken Becotte
Councillor Dave Harris
Stephanie Key
Phyllis Stenson
Sonja Reyerse
Ian Maw attended until 12:54
Chris Wilson
Alex Kent
Larry Burk, CAO

ABSENT: Chris Blank

Recording Secretary: Cindy Richardson

1. CALL TO ORDER

Mayor Becotte called the meeting to order at 12:03 p.m.

The Mayor welcomed all and informed that there will be three meetings for this Committee. Two meetings before the Olympic Torch Relay on February 7, 2010 and one meeting after the event for debriefing.

2. RECEIPT OF MINUTES

None

3. DELEGATIONS

None

4. ITEMS FOR DISCUSSION

**a. Election of Chair Moved by Sonja Reverse
Seconded by Dave Harris**

THAT Ken Becotte be nominated as Chairperson of the Olympic Torch Relay Committee.

CARRIED

**Moved by Ian Maw
Seconded by Stephanie Key**

THAT Sonja Reyerse be elected as Deputy Chairperson of the Olympic Torch Relay Committee.

CARRIED

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE OLYMPIC TORCH RELAY COMMITTEE MEETING
JANUARY 11, 2010
PAGE (2)

b. Event Planning

The Chair requested ideas and input from the Committee members that may help make this event a memorable event for the community. It was noted that the identities of the torchbearers for this portion of the relay have not been yet released. The Olympic Torch Relay for the Village will begin at the Harrison Tourism/Info centre and continue along Hot Springs Road. There will be a brief one minute stop at the Plaza for a photo-opportunity with select individuals. The torch will then proceed on to Memorial Hall as the final destination in the Village. The Village is not designated as a celebration site and the total time for the Harrison Hot Springs portion of the Olympic Torch Relay is approximately 20 minutes to ½ hour. An advance member will arrive ½ hr before the torch is to arrive. Olympic hand flags will be distributed prior to the arrival of the torch. Traffic barriers will be put in place so not to impede traffic.

Monies totaling \$8000.00 have been obtained through a government grant for this event. The possibility of purchasing a large screen and projector is still being researched. This screen would be left as a legacy for the Village to be used for other events within the Community after the Torch Relay.

The Torch Relay group does have a DVD presentation of Torch Relay history as well as other Olympic video footage that could be played on this screen as a backdrop during the celebration.

Stephanie Key will try to obtain a copy of this presentation for the event. L. Burk will research which screen will be purchased with the funds that are available. The location of the installation in the hall will be considered for the best visibility for the viewers.

Rental vs. purchase of this equipment was discussed and will be researched further by Larry Burk and Public Works.

The question of purchasing additional banners for Memorial Hall was raised. It was noted that the Village has already spent approximately \$3800.00 on banners. The Village Office has inquired from VANOC the ability to purchase items from other Communities that the torch relay has passed through and are awaiting response. Sonja Reyerse will inquire with Harrison Hot Springs Elementary to have the school involved with creating a banner and other artwork to decorate Memorial Hall. \$350 from the budget has been allocated for this expense. Public works will provide the set up of the hall. Alex Kent will inquire of the availability of student volunteers to hand out flags at the event. L. Burk reviewed costs of Olympic pins and will see if there is money in the budget for the purchase of this item.

Food

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE OLYMPIC TORCH RELAY COMMITTEE MEETING
JANUARY 11, 2010
PAGE (3)**

The budget has allocated \$1000.00 for refreshments at Memorial Hall which will include cake, coffee, tea and hot chocolate. Members discussed copyright infringements and would like to have the cake made with the Olympic logo or rings if possible, as well as the Village logo and an Inukshuk. Ian Maw will inquire with the Resort for the possibility of making the Cake. Plates, napkins, forks will need to be provided. Ian Maw will report back to the Committee. The idea to contact Coca-Cola for softdrinks and Nestle for bottled water was discussed. Stephanie Key will investigate borrowing a sasquatch costume to have a mascot on hand at the event.

c. Entertainment

Activities at Memorial Hall include children's performer Sand Northrop (a one woman circus). Ms. Northrop will be ready to greet people and entertain for roughly twenty minutes at this time and will provide a thirty minute performance beginning at 12:15. Discussion of having music on hand at the plaza and the possibility of using the Jazz Band, Todd Richard or the Harrison Highlanders. Sonja Reyerse will inquire regarding musical entertainment. Majority of members were in agreement to pursue the Jazz band first. The musical entertainment can set up on the stage at Memorial Hall as the Children's entertainment prefers to mingle with the crowd. The music will need to be ready to perform by 10:30. Sonja will also ask the PAC about the use of their PA system for use at the Plaza. The event in total will be approximately over 1 hour. A turnout of approximately over 200 people is anticipated. Alex Kent will contact the Chehalis Dancers to see if they could provide a performance. The Committee would like to purchase an Olympic torch and present a photo-opportunity set-up by donation at Memorial Hall. Media will be on hand to cover the event. L. Burk will see if the Village can purchase any more banners for Memorial Hall. K. Becotte will inquire about the price of purchasing an Olympic Torch. Phyllis Stenson agreed to be the Hall Coordinator to organize times for entertainment.

Next meeting Tuesday, January 27, 2010, 12 noon, Council Chambers.

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE OLYMPIC TORCH RELAY COMMITTEE MEETING
JANUARY 11, 2010
PAGE (4)**

Moved by Chris Wilson
Seconded by Ken Becotte

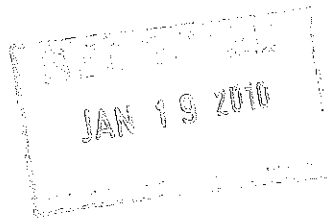
THAT the meeting of the Olympic Torch Relay Committee be adjourned at 1:13p.m.

CARRIED

Certified a true and correct copy of the minutes
of the Canada Committee Meeting held January 11, 2010
in Council Chambers, Village of Harrison Hot Springs, BC

Mayor Ken Becotte

Larry Burk
CAO



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

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

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

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

FILE #	DATE
0256-02	JAN 18 2010
<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 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 ONLY; C - RESP; D - INFO ONLY)	

Date: JAN. 19, 2010 Requested Meeting Date: FEB. 1, 2010

Organization Name (if applicable): _____

Name of Presenter: SPIRO HALATSIS

Name of Applicant if Other than Above: _____

Contact Phone Number & E-Mail: 604-796-1971

Mailing Address with Postal Code: P.O.B. 781 H.H.S. BC, V0M 1K0

Audio/Visual requirements: NO

Topic: MEMORIAL HALL

Action you wish Council to take: RECONSIDER THEIR DECISION TO RENOVATE THE HALL.



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

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

Date: 25.01.2010 Requested Meeting Date: 01.02.2010

Organization Name (if applicable): _____

Name of Presenter: Spino H. D. Schoenfelder - Korff

Name of Applicant if Other than Above: D. Schoenfelder - Korff

Contact Phone Number & E-Mail: 604 796 0413 dck@gmx.net

Mailing Address with Postal Code: PO Box 900, N. H. Sp. V0M 1K0

Audio/Visual requirements: _____

Topic: Memorial Hall

Action you wish Council to take: Building a new community hall

instead of renovating the old existing building

D. Schoenfelder - Korff

JAN 26 2010



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

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

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

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

Date:	<u>JAN. 26 / 2010</u>	Requested Meeting Date:	<u>FEB. 1st 2010</u>
Organization Name (if applicable):	_____		
Name of Presenter:	<u>JOHN NEVILLE</u>		
Name of Applicant if Other than Above:	_____		
Contact Phone Number & E-Mail:	<u>796-3105</u>		
Mailing Address with Postal Code:	<u>124 LILLOOET V0M 1K0</u>		
Audio/Visual requirements:	_____		
Topic:	<u>MEMORIAL RENOVATIONS</u>		
Action you wish Council to take:	<u>PROVIDE REVIEW TO ^{THE} PUBLIC</u> <u>CONSIDERATION FOR A NEW MEMORIAL HALL</u>		



MEDIA ADVISORY

CNIB Calls on BC and Federal Governments to help fund accessible library services

The right to read is a given for most Canadians. But Canadians who are blind or partially sighted don't have equal access. For 90 years, Canada has counted on a charity, CNIB, to provide library services for people with vision loss. But a charity can't, and shouldn't, do it alone. CNIB is calling on the federal and provincial governments to share the cost of providing library services for citizens who are blind – the kind of service other Canadians take for granted. That service should not be limited by disability or where you live. At this point, two provincial governments have made a commitment, securing library service for citizens. Now it's time for the Federal and BC governments to do the same.

What: News Conference calling on BC/Federal governments to partner with CNIB to fund a national library providing alternative format materials.

When: Tuesday, January 19, 2010
10:30 a.m.

Where: Morris J Wosk Boardroom, 7th Floor
Central Branch, Vancouver Public Library
350 West Georgia Street
Vancouver, BC V6B 6B1

Who: John Mulka, Executive Director, CNIB BC/Yukon
Betty Nobel, CNIB Library client and college instructor for visually impaired students

One-on-one interviews and demonstrations of the CNIB Digital Library and alternative format reading material.

About CNIB

CNIB provides community-based support, knowledge and a national voice to ensure Canadians who are blind or partially sighted have the confidence, skills and opportunities to fully participate in life. www.cnib.ca

For more information

Elaine McKay, Communications Manager, CNIB Western Canada
O: 604 431 2162 C: 604 813 5701 elaine.mckay@cnib.ca

Note to broadcast media: B-roll of CNIB Library available, along with tours of National Library facilities in Toronto, including recording, preparation and distribution of alternative formats, for National/Ontario media.



Malcolm D. Brodie
Mayor

City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
Telephone: 604-276-4123
Fax No: 604-276-4332
www.richmond.ca

January 8, 2010

The Honourable Kash Heed
Ministry of Public Safety and Solicitor General
PO Box 9053 Stn Prov Govt
Victoria BC V8W 9E2

Dear Solicitor General Heed:

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

I am writing to you about a matter that was recently discussed by Richmond City Council. This pertains to PRIME-BC (Police Records Information Management Environment British Columbia) and information received from your Office advising that significant fee increases for this service will take place in January 2010.

It is anticipated that the City of Richmond will now pay a user fee for PRIME-BC of \$211,000 per year, an increase of \$105,500 over last year, and it is possible that further substantial increases may be implemented over the next several years. This increase is equivalent to adding approximately one new member to the Richmond RCMP Detachment.

As the complexity of policing continues to increase, it is essential that vital information is transmitted quickly within and across police jurisdictions. Clearly, PRIME-BC is needed to assist with effective investigation and crime solving procedures thus enhancing public safety. However, the costs of operating and maintaining this system through user fees is placing an additional financial burden on local governments that are already experiencing significant cost increases in the area of police services. Fee increases in the range of 100% from one year to the next are very difficult to manage, particularly in the current economic conditions and when there is no alternative.

In addition, PRIME-BC needs to adopt a system of governance which has a board of directors that includes locally elected municipal officials represented in proportion to financial support.



The complete resolution adopted by Richmond City Council at its meeting of December 22, 2009 follows, and a copy of the relevant staff report on this matter is attached for your information.

“(1) That a letter be sent to the Solicitor General of British Columbia requesting that:

- (i) the Province not increase user fees for PRIME-BC; and*
- (ii) elected officials be appointed to the PRIME-BC Board of Directors in proportion to the costs paid by the municipal sector; and further*

That a letter be sent to all provincial MLAs and affected municipalities; and

(2) That the following resolution for submission to the Union of British Columbia Municipalities be approved:

WHEREAS in 2010 the Province of British Columbia proposes to increase the annual user fees for Prime Records Information Management Environment British Columbia from \$500 to \$1000 per member which represents an increase of 100%;

AND WHEREAS there is no elected local government official on the Board of Directors of Prime Records Information Management Environment British Columbia Board, even though municipalities fund a significant portion of the operating costs for Prime Records Information Management Environment British Columbia;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities requests the Province maintain the costs of PRIME paid for by municipalities at the 2009 rate and that elected local government officials be appointed to the Board of Directors of Prime Records Information Management Environment British Columbia Board in proportion to the costs paid by the municipal sector.”

Your kind attention to this important matter will be appreciated and I look forward to your response.

Yours truly,



Malcolm D. Brodie
Mayor

Att.



City of Richmond

Report to Committee

To: Community Safety Committee
From: Phyllis Carlyle
General Manager,
Law and Community Safety

To Community Safety - Dec 15, 2009

Date: December 1, 2009


File: 09-5350-00/Vol 01

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

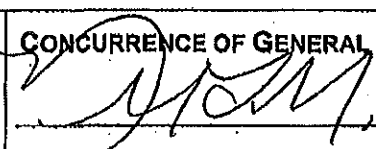

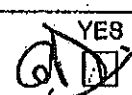
Staff Recommendation

That a letter be sent to the Solicitor General of British Columbia:

1. Requesting that the Province not increase user fees for PRIME-BC and;
2. That elected officials be appointed to the PRIME-BC Board of Directors in proportion to the costs paid by the municipal sector.


Phyllis Carlyle
General Manager,
Law & Community Safety
(604)276-4104

Att: 1

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
			
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> 	NO <input type="checkbox"/>	REVIEWED BY CAO
			YES <input checked="" type="checkbox"/> 
			NO <input type="checkbox"/>

Origin

The purpose of this report is to inform Council of a recent communication from the Solicitor General, dated September 22, 2009 that advises of a significant increase in the annual fees for the Provincial Records Information Management Environment of British Columbia (PRIME-BC) and to recommend a course of action for Council consideration.

Background

Records management systems (RMS) are essential to the success of police operations. All police agencies record information related to police matters and files in digital format so that the files and other information can be shared and accessed easily within and across police jurisdictions.

In 1998 the BC Association of Chiefs of Police (BCACP) passed a resolution to "Adopt a common police information system in British Columbia which is focused on supporting operational police officers and the delivery of community policing." At that time there were three RMS used by police agencies across the Province. All RCMP and nine of the twelve independent forces in B.C. were using a system called Police Information Retrieval System (PIRS). The Vancouver Police Department used their own system developed by PRC Systems while Victoria and Esquimalt used a system called the Criminal History Incident Exchange Facility (CHIEFS). All of the systems were somewhat out-of-date and did not communicate with each other. The systems provided only minimal data, were experiencing significant data entry lags, lacked mobile reporting capabilities and were in need of replacement.

The implementation of a regional multi-jurisdictional shared police information system was strongly supported by the Solicitor General. In early 2000, a thirteen member team consisting of representatives from E-Comm, RCMP and independent municipal police forces were engaged in a process to select a new system that would meet the following objectives:

- Assist and support the officer on the street;
- Maximize efficiency by single point data entry;
- Create a business solution with greater search capabilities, is mobile and wireless;
- Integrate to other systems (Crown Counsel, etc.); and
- Upgrade as required to accommodate legislative changes.

The selection committee endorsed the Police Records Information Management Environment of British Columbia (PRIME-BC) solution as it met all of the key objectives.

PRIME-BC provides an entire suite of applications that meet the wide range of modern policing information management needs, including case management, document imaging, scheduling, workflow, and general occurrence reports. It continues to support and facilitate police business practices throughout the Province by reducing duplicate efforts, making information more available to all levels in the organization and can deliver significant cost savings overall. These cost savings can be achieved across the criminal justice system by:

- Real-time data entry – the information is entered at the source and is available to all other users almost immediately with all case information located in a single repository;
- Efficient information retrieval – the system permits efficient access to information thus reducing the time required to locate files and specific information within files; and
- Seamless system integration – PRIME-BC interfaces directly with external systems, such as National databases, and courts to assist in ensuring not only provincial but national security and efficiency.

In 2001, a pilot project was implemented to test the multi-jurisdictional capabilities of the system using three police agencies in the Lower Mainland: the Vancouver and Port Moody Police Departments and the Richmond RCMP Detachment. Several municipal police departments, including all those in the Capital Regional District and various RCMP Detachments began to implement PRIME-BC over the next year.

In 2003, the Solicitor General amended the **Police Act** mandating a single RMS for police forces in British Columbia. PRIME-BC was selected as that single system. Based on that directive, all remaining RCMP Detachments proceeded to convert to PRIME-BC. The Province at the time of the change in legislation had assured local governments that the move to PRIME-BC would be cost neutral. The system is funded on a "per officer annual user fee".

In January 2007, the per-officer user fee for Richmond moved from \$228 (for PIRS) to \$500 for PRIME-BC. The expectation at the time was that future increases to the user fees would be reflective of Provincial cost of living indices.

Analysis

A chart that outlines the governance structure of PRIME-BC is attached (Attachment 1). PRIMECorp was incorporated in March, 2003 to act as a single point of contact for the governance of PRIME-BC. PRIMECorp is governed by a Board of Directors representing the following areas of interest:

- Director of Police Services;
- C/O RCMP 'E' Division;
- C/C CRD Chiefs;
- C/C Vancouver Police;
- C/C Mainland Municipal Chiefs, and
- E-Comm.

It is important to note that there is no municipal representation on the Board of Directors, even though a significant portion of the operating costs for PRIME-BC is funded at the local level.

The 2010 – 2011 Operating Budget for PRIMECorp is approximately \$12 million, of which approximately \$2 million is being funded from Federal sources (not yet confirmed), \$0.74 million from the PRIMECorp Evergreen Program and \$0.22 million allocated from the E-Comm network and helpdesk. In order to fully recover the costs of PRIME-BC, the remaining \$9 million is to be funded through a user fee (cost-per-sworn-officer).

On September 22, 2009, The City has recently received notice that beginning January 2010, the user fee for PRIME-BC will be increasing from \$500 per member, to \$1,000 per member, which is an increase of 100%. The City of Richmond will now pay approximately \$210,000 per year for PRIME, an increase of \$105,000 per year. This increase is equivalent to adding approximately one new member to the Detachment. There are indications that there may be further substantial increases to the user fees for PRIME-BC over the next several years.

As the complexity of policing continues to increase, it is essential that vital information is transmitted quickly within and across police jurisdictions, an outcome which is supported by having a single information tracking system, across the Province such as PRIME-BC. PRIME-BC clearly is needed to effectively investigate and solve crimes and enhance public safety. However, the costs of operating and maintaining this system through user fees is placing an additional financial burden on local governments that are already experiencing significant cost increases in the area of police services. Fee increases in the range of 100% from one year to the next are very difficult to manage, particularly in the current difficult economic conditions and when there is no alternative.

The Cities of Burnaby, Fort St. John, Port Coquitlam, Surrey, and the District of Merritt have also expressed concern and written letters to the Solicitor General requesting further clarification regarding the actual operating costs as well as have made an appeal to move PRIME into an E-Comm 911 governance system which has a board of directors which includes locally elected municipal officials.

Financial Impact

There is no financial impact associated with the report.

Conclusion

In 2003, the Solicitor General amended the **Police Act** mandating a single RMS for police forces in British Columbia. PRIME-BC was selected as that single system. PRIME-BC provides an entire suite of applications that meet the wide range of modern policing information management needs. As a result of the conversion, the user fee per member at that time for an information system moved from \$228 to \$500.

The City has been given notice that beginning January 2010, the user fee for PRIME-BC will be increasing from \$500 per member, to \$1,000 per member, which is an increase of 100%. The increase will cost the City an additional \$105,000 per year, which is equivalent to the addition of about one new member to the Detachment. There are also indications that costs for PRIME-BC could further substantially increase over the next several years.

It is recommended that a letter be sent to the Solicitor General of British Columbia urging the Province not to increase user fees for PRIME-BC to allow local governments to direct available police services funding for the purpose of adding police members to its local detachment strength and that the letter include as attachments a copy of this report and the related Council resolution.

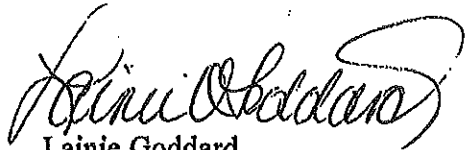
December 1, 2009

- 5 -

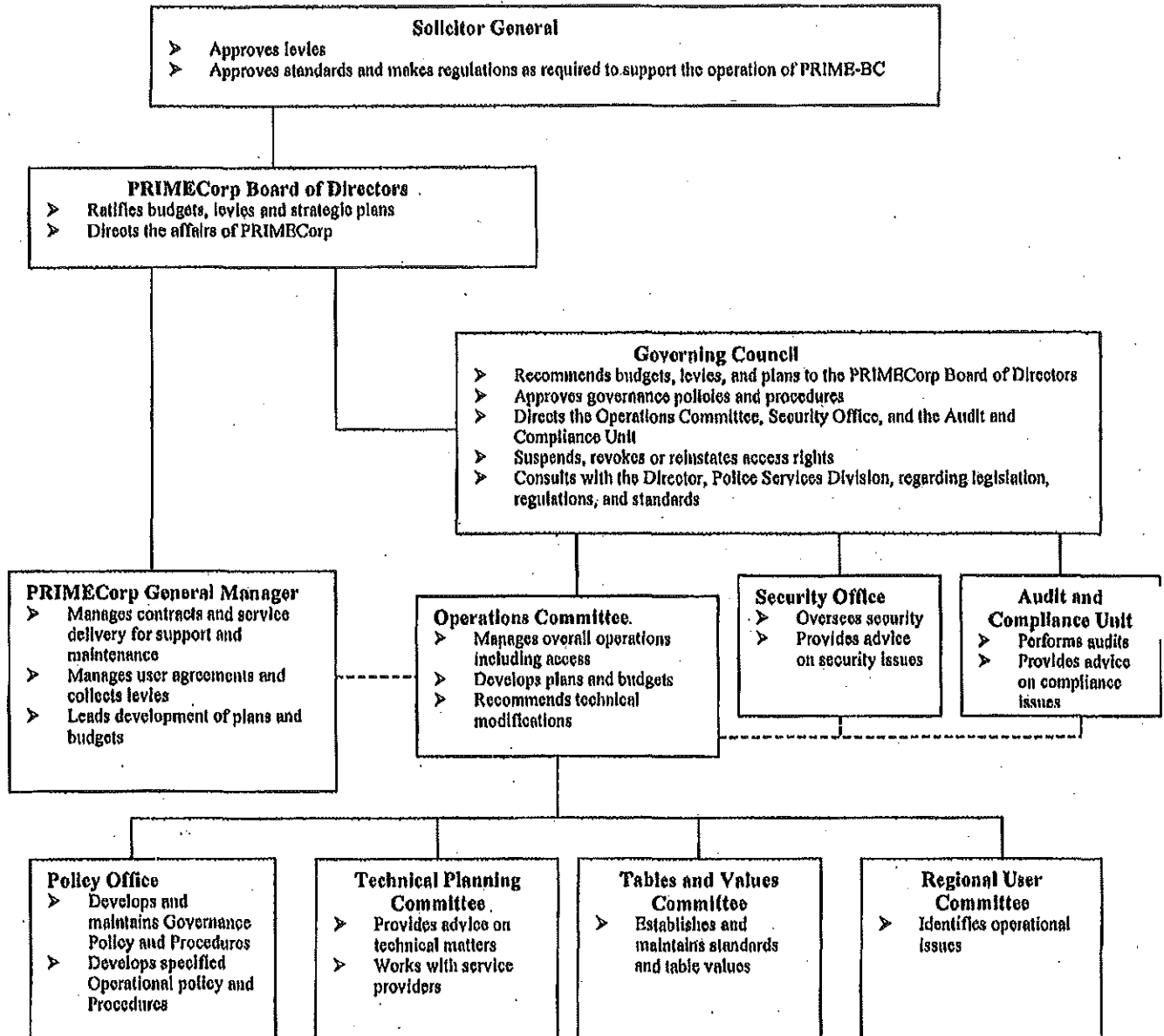
It is also recommended that elected officials be appointed to the PRIME-BC Board of Directors in proportion to the costs paid by the municipal sector.

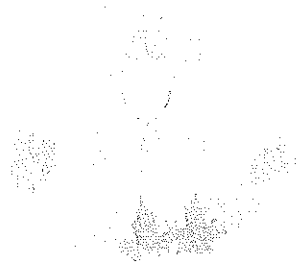


Gary Si
Manager, Community Safety
(604) 247-4643



Lainie Goddard
Manager, RCMP Administration
(604) 207-4767

Attachment 1:***Overview of PRIME-BC Bodies***



Office of the Mayor

January 13, 2010

The Honourable Kash Heed
Minister of Public Safety and Solicitor General
P.O. Box 9053
STN PROV GOVT
Victoria, BC V8W 9E2

Dear Minister Heed:

Maple Ridge Municipal Council has received your letter dated September 22, 2009 and has also received a detailed presentation from PRIME-BC. We are pleased to hear about the operational successes of the system.

Municipal Council is very concerned about how the PRIME costs have moved from a "no cost to municipalities" position to \$1,000 per RCMP member. Further, there is no local government representation on the PRIME-BC Board. Local governments are responsible for paying a large portion of the costs related to PRIME yet have no say in it. This needs to change.

We respectfully recommend that the Board of Directors be expanded by adding at least two municipal representatives, one of whom would be an elected official appointed by the Union of British Columbia Municipalities (UBCM) and the other a senior municipal officer appointed by the Government Finance Officers Association of BC (GFOA). This is not a reflection on the individuals currently on the Board, rather it is based on the need to have representation that is more reflective of those responsible for paying the costs. This representation will facilitate communication between the stakeholders and will enhance the overall effectiveness of the system.

Thank you for your time and we look forward to your response.

Yours truly,



Ernie Daykin
Mayor

cc Maple Ridge Council
Jim Rule, Chief Administrative Officer, District of Maple Ridge
Frank Quinn, General Manager Public Works & Development, District of Maple Ridge
Paul Gill, General Manager Corporate & Finance, District of Maple Ridge
Mike Murray, General Manager Community Development Parks & Recreation, District of Maple Ridge
Union of BC Municipalities, Members
Lower Mainland Local Government Association, Members
Government Finance Officers Association of BC, Members

District of Maple Ridge

11995 Hamey Place, Maple Ridge, British Columbia V2X 6A9 CANADA

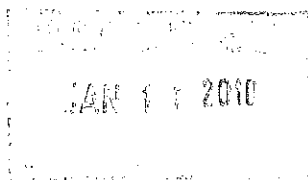
Telephone: 604-463-5221 • Fax: 604-467-7329 • Email: enquiries@mapleridge.ca • www.mapleridge.ca



Harrison Hot Springs Fire Department

P.O. BOX 160, 555 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, B.C. V0M1K0
FIRE HALL: (604) 796-9966 FIRE CHIEF: (604) 796-2171 ext. 232

FAX NUMBER: (604) 796-9966
EMAIL: chiefwilson@shaw.ca



January 9, 2010

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

FILE #	DATE
7200.	JAN 11 2010
<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	
COUNCIL AGENDA	
DATE Jan 25 2010	
	INITIAL
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	

Dear Sirs,

The Harrison Hot Springs Fire Department is respectfully requesting Mayor and Council's support of the development of a Public Access Defibrillator Program for the Village of Harrison Hot Springs.

As you are all aware, in 2009 the HHSFD (through the generous support of Mayor and Council) purchased its first Automated External Defibrillator for use at medical emergencies. We are extremely fortunate and excited to have this life-saving device on responding apparatus, as it allows us to better serve our community.

In recent months, the HHSFD has been discussing the feasibility of creating a program that would allow for the raising of funds to purchase public access style defibrillators to be placed in strategic locations in the Village. As every second counts during a cardiac emergency, we feel that having additional units in the community could further benefit our residents and guests.

Public Access Defibrillators are extremely simple to use; the device guides the user (who may have never even seen a defibrillator before) by way of simple, interactive prompts. Due to this unique design feature, users are not required to undergo training or certification prior to using the unit, making them truly accessible to the public.

Many communities have had great success with Public Access Defibrillator Programs, such as:

- The City of Kamloops
- The Town of Osoyoos
- The City of Vancouver
- The City of Vernon

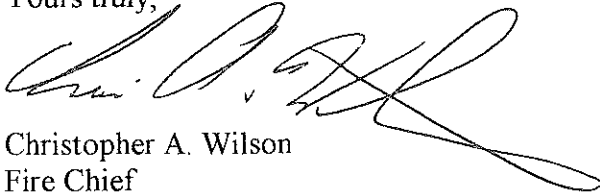
Feb. 10

The HHSFD feels that the Village of Harrison Hot Springs would be a very good fit for the program, and seeks Mayor and Council's support in principle for this valuable community initiative. There is no financial obligation to the Village for this program, as the units will be purchased by way of local and broad-based fundraising.

The HHSFD is very excited about this program, and will be more than happy to provide further information to Mayor and Council upon request.

Thank-you very much for your valued consideration and continued support of the Harrison Hot Springs Fire Department.

Yours truly,

A handwritten signature in black ink, appearing to read 'Chris A. Wilson', with a large, stylized flourish extending from the end of the signature.

Christopher A. Wilson
Fire Chief
Village of Harrison Hot Springs

JAN 15 2010

Heritage BC

January 11, 2010

Heritage Week 2010: February 15 - 21

THE HERITAGE OF SPORT & RECREATION
"Community Pride, Active Living"

FILE #	DATE
0400-20	JAN 15 2010
<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 FEB 1	
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY)	

Dear Mayor Ken Becotte & Council:

In recognition of British Columbia hosting the Winter Olympic and Paralympic Games, the theme for Heritage Week 2010 is "Sport and Recreation". Heritage Week runs from Monday, February 15 to Sunday, February 21.

Sport and recreation are part of life in every community. Many of our most notable and colourful figures come from the world of sport, and are a great source of community pride. Our collective memories include legendary teams and tournaments, and cherished traditions. Special historic places may include arenas, stadiums, gyms, rinks, playing fields, tracks, and parks. The emphasis on a more active life style has also made us all aware of the importance of recreation activities and facilities for healthy living.

The enclosed 2010 Heritage Week poster features a famous B.C. sports team, the New Westminster Salmonbellies, playing lacrosse at their Queen's Park Arena home. May through September, Thursday night is lacrosse night in New Westminster, when 'The Barn', as the 1930 Arena is affectionately called by fans, resonates to the sounds of Canada's official summer sport.

There are many ways to recognize and celebrate Heritage Week 2010. Please see our web site, www.heritagebc.ca, for Heritage Week ideas and news.

Thank you for supporting British Columbia's heritage!

Sincerely,

Larry Foster,
President



Transport
Canada

Programs Branch
Pacific Region
Suite 620 - 800 Burrard Street
Vancouver, B.C.
V6Z 2J8

Transports
Canada

Groupe des programmes
Région du Pacifique
800, rue Burrard, Bureau 620
Vancouver, C-B
V6Z 2J8

JAN 14 2010

Your File Votre référence

Our File Notre référence
T-7712-732
RDIMS 5523773

January 12, 2010

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

Attention: Larry Burk, Chief Administrative Officer

Dear Mr. Burk:

**Re: Fully Executed Amendment Agreements to Village of Harrison Hot Springs
Contribution Agreement**

Thank you for your letters dated 5 January 2010 and 20 October 2009. I am pleased to inform you that the Amendment Agreement to extend the term of the Contribution Agreement and the Amendment Agreement to amend the definitions of "Port Lands" and "Port Facilities" have both been executed on behalf of the Minister.

Please find enclosed one fully executed original of each of the Amendment Agreements for your records. Thank you for your patience during the preparation of these documents.

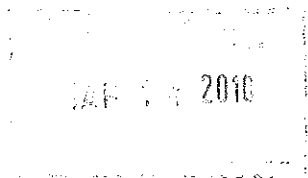
Sincerely,

Thomas Luo
Programs Officer

Enclosures (2)

FILE #	DATE
2440-10-9	JAN 14 2010
<input checked="" type="checkbox"/> DCAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
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<input type="checkbox"/> PAYROLL TAX	<input type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
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Canada



CITY OF CHILLIWACK
OFFICE OF THE MAYOR

Dear Ken,

We are fortunate enough to be one of approximately 200 cities across Canada chosen to be a 2010 Torch Relay Celebration site. I, together with Councillor Pat Clark who is Chair of the 2010 Torch Relay Celebration Committee, am delighted to invite you to join us as we celebrate the arrival of the Olympic Flame in our community on Sunday, February 7, 2010.

This 2 hour event will feature a number of Chilliwack's talented dancers and musicians. Complemented by performers travelling with the Torch and the star of the show, the torchbearer with the Olympic Flame, this will be a once-in-a-life-time experience. The celebration begins at 1:00 pm with the Olympic Flame expected to arrive shortly thereafter. The celebration site is the parking area of our civic recreation area known as The Landing, an area bounded by Ashwell Road, Hodgins Avenue and Corbould Street.

In keeping with the universal and open spirit of the torch relay, VANOC has asked host communities not to designate a VIP or restricted access area at their celebration event. We invite you to 'dress for the weather' and join the festivities with the enthusiastic attendees from Chilliwack and surrounding areas.

After the Olympic Torch convoy leaves for the evening celebration in Abbotsford, several other activities will take place at the Landing civic buildings. Free swimming will be available at the Landing Leisure Centre from 3:00 pm to 5:00 pm. For those who prefer to stay with a winter theme, free skating will be offered in Prospera Centre at the same time. The Landing Sports Centre on Spadina Avenue will be transformed into the 2010 Winter Party with Olympic themed activities, entertainment and fun for young families starting at 3:00 pm.

We expect by the time the Olympic Torch returns to British Columbia, the momentum that has been building across Canada will be at its peak and the turn out on February 7, will be in the thousands. While we will be doing our best to manage the traffic and maximize parking opportunities around the site, please take advantage of carpooling opportunities or watch our local papers at the end of January for community shuttle bus schedules. Reference the spiritofchilliwack.com website for the most up-to-date information on parking, shuttling, route access and events.

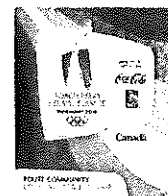
Although the precise route of the Torch will not be confirmed until approximately ten days before its arrival here, it will be coming to us after visiting our neighbours in Kent and Harrison Hot Springs. We will be advertising the route of the Torch with as much advance notice as possible so that supporters can cheer on the Torchbearers.

Chilliwack is set to welcome the Olympic Torch to the Fraser Valley. Please join us in celebrating our part in 'A Path of Northern Lights', the journey of the Olympic Flame.

Warm regards,

Sharon Gaetz
Mayor

Pat Clark, Councillor, Chair
Olympic Torch Relay Celebration Committee



new 0330-20

FILE #	DATE
0410-01	JAN 24 2010
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<input type="checkbox"/> S/P P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input type="checkbox"/> COUNCIL
ITEM	AGENDA
	INITIAL
3 - INFO - W RESP: C - INFO ONLY	

Building Canada Fund - Communities Component

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE
Location: 5C - 940 Blanshard Street, Victoria, BC V8W 3E6
Mailing Address: PO Box 9850 STN PROV GOVT, Victoria, BC V8W 9T5
Tel: (250) 952-0675 Fax: (250) 952-0688

JAN 21 2010

FILE # 1640-20-05 www.bcfbuildingcanadafundcommunities.ca
1640-20-05 JAN 21 2010
☒ CAO ☐ P/R
☐ DCAO ☐ ADMIN
☒ DIR F ☐ B/L ENF
☐ SUP P/W ☒ MAYOR
☐ PAYROLL TAX ☒ COUNCIL
ITEM A B C
COUNCIL AGENDA
DATE FEB 1
INITIAL ☐
(ITEMS: A - REQ, ACTION;
B - INFO - W RESP;
C - INFO ONLY)

Cliff #183945

JAN 15 2010

Larry Burk
Chief Administrative Officer
Village of Harrison Hot Springs
495 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

Dear Larry Burk:

**Re: Project #27658 - Miami River Flood Pump and Generator - Phase 1
Flood Protection Program & Building Canada Fund – Communities Component**

Thank you for your funding application for the above project to the 2009/10 Flood Protection Program and the Building Canada Fund – Communities Component (BCF-CC).

All flood protection project applications received were evaluated and prioritized in accordance with project type, risk, costs, benefits, the availability of funding, and eligibility under the Flood Protection Program guidelines.

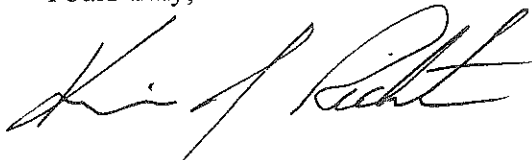
Unfortunately, your application for financial assistance was not successful this year as other higher priority projects were selected. This decision does not reflect on the importance of the project, but rather the degree by which the program has been oversubscribed. The program received significantly more applications than could be funded.

Please do not hesitate to contact Dwayne Meredith, A/Director, Strategic Mitigation Programs, Emergency Management BC, Ministry of Public Safety and Solicitor General, at (250) 953-4002 if you have any questions.

.../2

Thank you once again for your interest in the 2009/10 Flood Protection Program and the BCF-CC. I invite you to submit an application for funding in the future.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kevin Richter', with a stylized, cursive script.

Kevin Richter
Provincial Co-Chair
Oversight Committee

cc: Bryce Conrad, Federal Co-Chair
Oversight Committee

Dwayne Meredith
A/Director, Strategic Mitigation Programs
Emergency Management BC
Ministry of Public Safety and Solicitor General

Donna Mandelkau-Krotec, Manager
Western Economic Diversification Canada

January 18, 2010

MEDIA RELEASE
For Immediate Release

BC PUBLIC LIBRARIES CHANGE LIVES *Will you share your story?*

Vancouver, BC – British Columbia public libraries have long been known as respected community destinations. They are an essential resource for literacy, recreation and informed decision making. Libraries across the province have had significant impact on the lives of many British Columbians. These inspirational stories deserve to be told and a new project is underway to do just that.

A website has been created to share these stories – www.bclibrarieschangelives.ca. The purpose of this project is to collect and share the stories of public library users in BC. "This project serves to reinforce the reality that today's BC public libraries are vibrant, dynamic community resources," says Andy Ackerman, President of the British Columbia Library Trustees' Association (BCLTA).

"Millions of British Columbians visit libraries across the province each year and the experience for each is as unique as the individual. In many cases people's lives are changed because of their library experience and we'd like to collect those stories."

Some stories will be told with photos and text on the website and in print materials, others will be shared through video clips. You can share your story by completing the online form or a paper form available at your local BC public library.

"Library use is up dramatically and we're excited about this project because we believe that it is an opportunity for British Columbians to share the meaningful ways that BC public libraries have positively impacted their lives," says City of Langley Mayor Peter Fassbender, Board Chair of Fraser Valley Regional Library (FVRL). "Public libraries are unique among taxpayer-supported institutions and this project will let us celebrate all that we have become."

This project is a joint partnership between British Columbia Library Trustees' Association (BCLTA), British Columbia Library Association (BCLA), Association of British Columbia Public Library Directors (ABCPLD) and BC's public libraries. For more information, or to submit your story please visit www.bclibrarieschangelives.ca.

FOR FURTHER INFORMATION CONTACT

Andy Ackerman

President, British Columbia Library Trustees' Association

Telephone: 250-787-8457

Mayor Peter Fassbender

City of Langley; Board Chair, Fraser Valley Regional Library

Telephone: 604-514-2801

Ken Cooley

President, British Columbia Library Association

Telephone: 250-721-6088

Ursula Brigil

Chair, Association of British Columbia Public Library Directors

Telephone: 250-426-4063 ext. 101



Fraser Valley Regional District

45950 Cheam Avenue, Chilliwack, BC V2P 1N6

Phone: 1-800-528-0061 or (604) 702-5000; Fax: (604) 792-9684

*Tentative Board and Committee Meeting Dates - 2010

Proposed changes to meeting dates are as **highlighted**.

JANUARY		MAY		SEPTEMBER	
Jan. 5	Environment Cttee CANCELLED	May 4	Environment Committee	Sept. 7	Environment Committee
		May 11	EASC, Exec & Parks	Sept. 14	EASC
Jan. 12	EASC, Exec	May 12,13,14 LMLGA Conference, Harrison Hot Springs		Sept. 21 FVTAC, Board/Hospital Bd (3rd Wednesday)	
Jan. 22	AAC (9:30 a.m.)	May 21	AAC (9:30)		
Jan 26	Board/Hospital Bd	May 26 FVTAC, Board/ Hospital Bd (Wednesday)		Sept. 26 – Oct 1 - UBCM Convention, Whistler, BC	
		May 28 - 31 – FCM, Toronto, Ont.			
FEBRUARY		JUNE		OCTOBER	
Feb. 2	Environment Committee	June 1	Environment Committee	Oct. 5	Environment Committee)
Feb. 5 (Friday)	Executive Committee [9:00 a.m. – 12:00 noon]	June 8	EASC, Exec & Parks	Oct. 12	EASC
Feb. 9	EASC, Parks	June 22	FVTAC, Board/Hospital Bd	Oct. 13 Exec and Parks (Wednesday)	
Feb. 23	FVTAC, Board/Hospital Bd			Oct. 22	AAC (9:30 a.m.)
				Oct. 26	FVTAC, Board/Hospital Bd
MARCH		JULY		NOVEMBER	
March 2	Environment Committee	July 6	Environment Committee	Nov 2	Environment Cttee (TBC)
March 9	EASC, Exec, Parks			Nov 9	EASC, Exec & Parks
March 23	FVTAC Board/Hospital Bd	July 13	EASC, Exec & Parks	Nov. 23	FVTAC, Board/Hospital Bd
March 26	AAC (TBC)	July 27	FVTAC, Board/Hospital Bd		
APRIL		AUGUST		DECEMBER	
April 6	Environment Committee	Aug. 3	Environment Cttee (TBC)	Dec. 7	Environment Committee
April 13	EASC, Exec & Parks.	Aug. 10	EASC, Exec & Parks	Dec 14	EASC, Exec & Parks
April 27	FVTAC, Board/Hospital BD	Aug 24 FVTAC, Board/Hospital Bd (TBC re Summer schedule)		Dec 15 Board & Hospital Board [change due to Christmas schedule]	

Environment Committee (EC) – 1st Tues. of month*, 9:00 a.m.

Aggregate Pilot Project – At the Call of the Chair

Agricultural Advisory Committee – At the Call of the Chair

Electoral Area Services Committee (EASC) – 2nd Tues. of each month*, 9:00 a.m.

Executive Committee (Exec) – 2nd Tues. of each month*, 1:00 p.m.

Fraser Valley Treaty Advisory Committee (FVTAC) – 4th Tues. of month*, [to be confirmed]

Hope Recreation & District Commission (HDMC) – 4th Wednesday of month* [date and time to be confirmed]

Hope Regional Airport Commission – At the Call of the Chair

Regional Parks Committee (Parks) – 2nd Tues. of each month*, 2:30 p.m.

Regional Board / Hospital Board – 4th Tues. of each month*, 7:00 p.m.

*or at the call of the Chair

[*meeting dates and times are subject to change]



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Jan 26, 2010
FROM: Larry Burk,
Chief Administrative Officer **FILE:** 5340-20
REPORT: RC 011
SUBJECT: Kent Harrison Sewer Connection project

RECOMMENDATION:

THAT the upgrading of our own facilities and infrastructure to the maximum extent of existing approved funding and budgets be approved; and

THAT staff be directed to prepare a letter to the District of Kent formally withdrawing from pursuing the idea of connecting our sewerage system to the District of Kent's waste water treatment plant; and

THAT staff complete a letter of application for a scope change to the existing approved project funding.

BACKGROUND:

As you all know we have been working toward an ultimate decision of whether to proceed with connection of the VHHS sewer system to Kent's plant or upgrading our own plant and infrastructure.

In anticipation of the alternative to upgrading our own plant, an application for "re-scoping" of the project to MRIF would be necessary.

A meeting was arranged between the Village and Ministry staff to discuss the re-scoping concept and obtain an initial assessment of our potential success with such an application. The meeting was held Friday Jan 15, 2010 and was attended by Mayor Becotte and myself, Glen Brown, Executive Director of the Ministry of Community Development – Local Government Infrastructure and Finance Division, Liam Edwards, Director of the Ministry of Community Development – Infrastructure and Engineering and Ron Basuk, Senior Infrastructure Engineer – Municipal Engineering Services, the Ministry of Community Services, Local Government Department.

The meeting began with a review of the project since inception as far back as 2002 when it was first proposed in both the Village and the District that a potential project could be entertained to improve waste water treatment for the Village of Harrison Hot Springs. Also reviewed were the numerous attempts to determine ultimate costs for this project bearing in mind the time lapses and all the options and parties involved.

The root consideration to an ultimate decision by the Village is that the cost to do the work originally anticipated is simply out of the realm of affordability for the Village. No matter which way you look at the project to date, no matter whether we continue to review or estimate budgets for the work the current estimated cost of \$4.5 million to extend the system to Kent and the \$4.5 million to upgrade the plant in Kent are just too much for the Village to absorb either through borrowing or budgeting purposes.

In consideration of costs of alternative ideas over the last 4 to 6 months and the possibility that these alternatives can be within the affordable limits of the Village and still provide the end result, the idea for re-scoping the works became a real alternative.

In October, the District of Kent presented the Village with the proposed ultimate user fee costs. Together with our own operation and maintenance costs these fees would have resulted in over a 100% increase in the current user fees within the Village.

On the Village's part any concerted effort or opportunity to review these fees and agreements became irrelevant since it was inevitably concluded that the overall and initial capital cost of approximately \$9 million was simply well beyond the Village's capabilities. Hence the re-scoping meeting was set up.

The response from the Ministry staff noted above was completely positive and supportive. In the end their assessment of our goal is still the same as it was with the original application for funding in the first place; "to improve the quality of waste water treatment for the Village". Therefore it was their inevitable consideration that the scope we were considering was not a revision but simply a different approach to getting to our ultimate goal. Under this premise they considered that our application would be favourably considered at least from their point of view they would support it on these terms.

They reiterated that the Federal and Provincial governments' positions with respect to approving re-scoping applications are that as long as we achieve what we originally set out to achieve – basically what they approved the funding for; the way we get there is really our own decision. So whether we go to Kent or rebuild or upgrade our own system, the end result is still the improvement of waste water treatment for the Village.

My initial letter on the re-scoping options was also reviewed at the meeting. They had some suggestions on phasing and construction phases where we would get the most favourable consideration of our application – namely do the upgrading of the plant before we attempt to upgrade failing or supposedly failing distribution infrastructure. Those ideas have been discussed with our consulting engineer. Mr. Davidson is still of the opinion that we can significantly reduce all our treatment issues and problems for the immediate future with the funding and budgets we have in hand and further improvements can be factored into the work such that capitalization through good asset management will be affordable and sustainable over the long term. Most improvements

from now forward will be development driven and paid for through appropriate DCC's and amenity contributions by developers.

It is further considered between our consultant and staff that:

- we can get all we need within acceptable and adequate legislative limits,
- meet goals and expectations with respect to environmental best management practices,
- provide the newest technological advantages and gain credits and meet environmental challenges,
- provide a sustainable infrastructure; and
- in the process - limit cost increases to residents to reasonable and justifiable levels over time.

BUDGETARY CONSIDERATIONS:

As noted, we expect to be able to provide the same goals with our already approved and available resources. Also, over time we will be able to adjust and continue to make improvements as supply and demand as well as opportunity and affordability presents itself.

ALTERNATIVES/OPTIONS:

It is now in order to:

-Decide to either abandon the concept of extending and sending our sewerage to Kent;
or

-Begin the process of upgrading our own facilities and infrastructure.

Following this decision the next step will be to inform the Ministry of our final decision and either get on with the application for re-scoping approval or return to negotiations with the District of Kent on user fees and operating agreements and finding funds to support the excessive costs of this option.

It is important to note that we received approval to extend the project to March 31, 2012 at which time all work (all monies funded) are completed or monies expended as the case may be.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** January 26, 2010
FROM: Larry Burk, CAO **FILE:** 0730-05
SUBJECT: Professional Services **REPORT:** RC009
For Memorial Hall Renovations

RECOMMENDATION:

THAT approval be given to enter into contracts with the Consulting Team of CHPA, Stantec, Levelton Engineering, Krahn Engineering and Murphy Design Services for the proposed renovation project at Memorial Hall at a cost of \$82,050.00; and

THAT approval be given to enter into a contract with Gerry Ens Contracting as Project Manager at a cost of \$35,937.50 for proposed renovations at Memorial Hall; and

THAT approval be given for formation of a Select Committee to provide support, advice and input to the Consulting Team and Project Manager for the proposed renovations to Memorial Hall and to prepare a final report for approval of Council prior to formal design and construction.

BACKGROUND:

Renovations to the Memorial Hall have been contemplated as far back as the 1999 capital-upgrading plan. In 2007 it was determined that the least of the work necessary on the Memorial Hall was that it required a new roof.

In 2008, in order to determine the extent of repairs that needed to be done and in advance of any roof repair ideas, a report was solicited to determine the structural integrity of the Memorial Hall. The report dealt with all parts of the building including the foundation, walls, floor and roof.

Generally, the report provided that the hall required a new structure for the roof, not just the replacement of shingles. The existing roof structure is a conglomeration of a number of additions, revisions and patches over time that were constructed to not only maintain the building but to provide more space for storage and differing uses.

Following that report and suggestions of possibly providing more benefit than simply the new structural roof assembly, an opportunity arose to apply for Towns for Tomorrow grant funding in support of renovations and upgrades to municipal buildings, infrastructure and facilities. Funds of up to \$400,000 could be available. Council directed staff to prepare a preliminary budget on typical renovations that could be made and to make an application for grant funding accordingly.

Originally the "wish list" for ultimate renovations included: a new roof including structural elements, new washrooms, heating, ventilation and air conditioning improvements, electrical upgrades, floor repairs and outer shell improvements including windows, walls and insulation.

During budget deliberations it was considered that renovations up to \$730,000 could be supported pending receipt of the maximum \$400,000 Towns for Tomorrow grant funding.

The budget was approved for the renovations and was dependent upon approval of the grant application. The application was eventually approved to the maximum amount of \$400,000.00.

DISCUSSION:

In early summer staff began the process to determine the extent of renovations in respect to the funds available. In consultation with CHPA's Rob Powers, the process of assembling the design team and a project manager was recommended to establish a best management practice approach to what would be ultimately possible.

A Request-For-Proposal (RFP) for a Project Manager was advertised. In the meantime CHPA began soliciting proposals for the consultants that would include an architect (preferably CHPA) as well as structural, electrical and mechanical engineering support. Proposals from Consultant Team members is attached. This includes a proposal for geotechnical engineering if it is required.

The proposal from CHPA as the Architect is also provided.

The results of the RFP submissions for a Project Manager is also attached. The RFP document outlined the specific process that the Village would use to choose the successful incumbent.

BUDGETARY CONSIDERATIONS:

The cost for the Consultant Team is as follows:

Structural – Krahn Engineering	\$26,000.00
Mechanical – Stantec Engineering	\$ 7,500.00
Electrical – Murphy Design Services	\$ 4,500.00
Geotechnical (if req'd) – Levelton Engineering	\$ 6,550.00
Architectural – CHPA	\$37,500.00

Total consulting services:	\$82,050.00
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The cost for the Project Manager is: (Gerry Ens Contracting)	\$35,937.50
--	-------------

Total professional services:	<u>\$117,987.50</u>
------------------------------	---------------------

The ratio of design and project management costs to the proposed budget is 16%. Typically these costs can range from a low of 8% to a high of 20%+. Please understand that under the process we will be using with this project, there may be several areas where architect, engineering and building costs can be reduced during the project.

POLICY CONSIDERATIONS:

This project is included in the 2009 budget at \$730,000.00 provided that funding was approved. Funding was approved to the maximum amount of \$400,000.00. Expenditures over \$25,000.00 require approval of Council.

ALTERNATIVES/OPTIONS:

At this point it is difficult to determine what the extent of renovations will be able to be performed. This detail will result from the work of the consultant team and project manager with the input of a Select Committee to oversee the ultimate decision on the units of work.

Staff recommends that a Select Committee be struck by Council to work with the consultant team and project manager that will work through the details of specific renovations that can be included with the funds available.


The Select Committee would present a final report to Council prior to beginning construction.

Staff supports approval of this Consultant Team that will include: CHPA, Stantec, Levelton Engineering, Krahn Engineering and Murphy Design Services and to instruct CHPA to proceed with coordination of preparing standard form contracts for work as noted in the individual proposals.

Staff also supports approval of Gerry Ens Contracting as the Project Manager for the project, based on the evaluation of RFP submissions.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

Dale Courtice
Director of Finance

S:\2010 Electronic Filing\0700 - 0999 BUILDINGS FACILITIES & PROPERTIES\0730 BUILDINGS - General\0730-05 Memorial Hall
project manager-design team approval.RC009.doc

9355 Young Road
Chilliwack, British Columbia
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Telephone: 604/793/9445
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E-mail: chp@chparchitects.com

December 16, 2009

Craven|Huston|Powers|Architects



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

- Alvin Bartel
- Ryan Huston
- Robert Powers

Attention: Mr. Larry Burk

Re: RFP for Construction Management Services Related to Memorial Hall

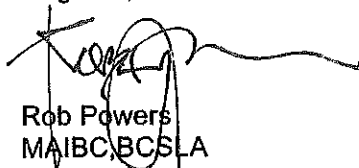
Dear Larry,

We have reviewed the eight (8) proposals received by the Village for Construction Management services related to the Memorial Hall Request for Proposal. It appears that all proposals were received within the allotted time and are complete in their submission requirements.

We have reviewed and rated the proposals based on our evaluation matrix, as attached. Prices for services ranged from a low of \$30,000 to a high of \$70,000. Points in the evaluation matrix are awarded for proponent background experience, referenced documentation, proposed approach as well as price. The highest scoring proponent based on these criteria is Gerry Enns Contracting Ltd. Gerry Enns' proposal fee is \$35,937.50 which although not the lowest fee, represented the highest in terms of overall points.

We therefore recommend that the Village of Harrison Hot Springs enter its contract CCA No.5 with Gerry Enns Contracting Ltd. for Construction Management services related to the Memorial Hall Seismic Upgrade and Building Renovation.

Regards,



Rob Powers
MAIBC, BC SLA

RP:tlh

PS All proposals will be returned to you for your files.

EVALUATION GUIDE CM SELECTION

0973 Harrison Hot Springs Memorial Hall Seismic Upgrade & Building Renovation

Mandatory Criteria

	Criteria	EJM	G. Enns	J. Johnson	Kerkhoff	Meirau	Preview	Summit	Titan
✓	Proposal received at the closing location by the specified time?	✓	✓	✓	✓	✓	✓	✓	✓
✓	Proposal signed by a person authorized to sign on behalf of the proponent?	✓	✓	✓	✓	✓	✓	✓	✓
✓	Pricing must be firm and all-inclusive.	✓	✓	✓	✓	✓	✓	✓	✓

Rating Guide

Points	Criteria	EJM	G. Enns	J. Johnson	Kerkhoff	Meirau	Preview	Summit	Titan
40	Proponent background and related experience								
10	Firm's relevant background and experience in CM								
	10 - Extensive (over 15 projects) successful completion of projects		10			10	10	10	10
	7 - Significant (over 10 projects) successful completion of projects	7		7	7				
	5 - Several (over 5 projects) successful completion of projects								
	3 - A few (over 1 project) successful completion of projects								
20	Firm's relevant background and experience in seismic upgrade & renovation projects								
	20 - Extensive (over 5 projects)								
	14 - Significant (over 3 projects)	14	14	14		14	14	14	14
	10 - Several (over 2 projects)				10				
	6 - A few (over 1 project)								
5	Staff's relevant experience and commitment								
	5 - Average of 10 years related experience with applicable qualifications and backup key staff for site and office	5	5	5	5	5	5	5	5
	3 - Average of 5 years related experience with applicable qualifications and backup key staff for site and office								
	2 - Average of 5 years related experience with limited backup with a contingency plan								
5	Reference and Documentation								
	5 - References and documentation on over 5 projects of successful completion of project on time and on budget and confirmation of similar processes for this project	5	5			5	5	5	5
	3 - References and documentation on over 3 projects of successful completion on time and on budget and confirmation of similar processes for this project.			3	3				
	2 - References and documentation on over 1 project of successful completion on time and on budget and confirmation of similar processes for this project.								
35	Cost								
	Cost Formula: $\text{Score} = \frac{\text{Lowest Cost}}{\text{Cost of this Proposal}} \times 35$	23	29	26	15	35	23	20	29
25	Proposed Approach								
15	Proposed approach to management								
	15 - Well resolved and innovative approach		15				15		
	10 - Moderately resolved approach	10		10	10	10			10
	5 - Poorly resolved approach							5	
10	Process employed to keep costs down and ability to add components from a wish list								
	10 - Well demonstrated		10				10		
	7 - Moderately well demonstrated	7		7	7	7			7
	5 - Poorly demonstrated							5	
100		71	88	72	57	86	82	64	80

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November 6, 2009

Craven|Huston|Powers|Architects



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

- Alvin Bartel
- Ryan Huston
- Robert Powers

Attention: Mr. Larry Burk, Chief Administrative Officer

**RE: Professional Architectural Services for
Harrison Memorial Hall, 290 Esplanade Avenue BC
CHPA Proposal #P-0957**

Dear Larry,

Thank you for the opportunity to provide our fee proposal related to the proposed renovations to Memorial Hall. We have assembled a team of consultants which include:

- Structural: Krahn Engineering, Andy Kirkness, P.Eng.
- Mechanical: Stantec, Richard Corra, P.Eng.
- Electrical: Murphy Design Services, Mike Murphy
- Geotechnical: Levelton Engineering, Calum Buchan, P.Eng.

Our office will provide Architectural Services and be represented by partner Rob Powers, MAIBC, BCSLA. Consultant proposals are attached.

Understanding of Scope of Work

Based on our previous discussion, we understand that the Village would like to consider a scope of upgrade work which could include potentially the following:

- Seismic upgrade work based on report prepared by Krahn Engineering in 208
- Exterior building envelope upgrade including siding, doors and windows
- Repair of rotting floor structure
- New HVAC system
- Sprinkler for fire protection
- Upgrade of electrical wiring, devices, and possibly service
- Upgrade washroom
- Upgrade to meet requirement of accessibility as per BCBC
- Minor upgrade of existing kitchen

We understand that work is to be completed within a budget of \$730,000.00 including associated fees and will be undertaken by Construction Management.

We propose to carry our work in the following manner.

Stage One: Prepare Base Drawing

In order to facilitate planning and the work of the consultant team, CHPA will attend the site and measure the existing building in order to prepare CAD base floor plans, sections, and elevations.

Our fee to carry out the work above is\$4,000.00 plus GST

Stage Two: Consultation & Planning

In conjunction with the Construction Manager, we propose a series of meetings with yourself to explore the most cost-effective means of renovating the existing building. We anticipate that prioritizing of potential upgrades will be necessary in order to stay within project capital funding.

Craven Huston Powers Architects will investigate options to best upgrade the existing facility and accommodated the requirements of accessibility for persons with disabilities. Work will be coordinated with that of the Engineering Consultants. A careful review of the requirements of the BCBC as they relate to existing buildings will be undertaken. You may want to consider engaging an Envelope Consultant to assist in detailing the upgrade of the building exterior.

Our fee to carry out the work above is.....\$7,500.00 plus GST

Stage Three: Preparation of Construction Documents

Based on the agreed final scope of upgrade work, a coordinated set of Construction Documents suitable for Building Permit submission and Construction activities will be prepared. Final documents will identify materials, finishes, and layout as necessary. Work of al Engineering Consultants will be coordinated. Written Specification will be provided. All necessary professional Schedules will be provided.

Our fee to carry out the work above is.....\$17,000.00 plus GST

Stage Four: Construction

During the Construction stage, CHPA proposes to conduct regular Site Reviews to monitor the progress and quality of the work, answer construction related queries, review shop drawings, and prepare Change Notes and Certificates of Payment including the monitor of lien holdback monies.

Our fee to carry out this work is\$9,000.00 plus GST

TOTAL ARCHITECTURAL FEE.....\$37,500.00 plus GST

Please note that the above amounts do not include GST. Normal disbursements such as phone, fax, mileage and in-house printing will be included in our fees. Reimbursable disbursements include courier, printing and mounting of drawings will be billed at cost.

Consultant Fees

Structural:	Krahn Engineering (attached) (excludes Field Reviews)	\$26,000.00 plus GST
Mechanical:	Stantec (attached).....	\$7,500.00 plus GST
Electrical:	Murphy Design Services (attached)	\$4,500.00 plus GST
Geotechnical:	Levelton Engineering (attached)	\$6,550 plus GST

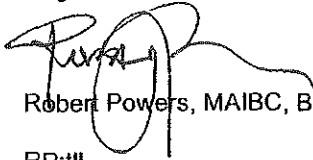
TOTAL CONSULTANT FEES\$44,550.00 plus GST

Please refer to individual consultant proposals for estimated disbursements.

If you are in agreement with the proposal, please advise and we will prepare a RAIC Canadian Standard Form of Contract for Architectural Services - Document 6, 2006 Edition for execution.

We look forward to once again working with yourself and the Village of Harrison Hot Springs.

Regards,

A handwritten signature in black ink, appearing to read 'R. Powers', with a large, stylized loop at the end.

Robert Powers, MAIBC, BCSLA

RP:tlh

Encl.



**Levelton Consultants Ltd.
Fraser Valley Group**

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Web Site: www.levelton.com

Construction Materials

Building Science

Geotechnical

Corrosion Prevention

Metallurgy

Environmental

Analytical Chemistry

Physical Testing

6 November 2009
PR09-1587-00

Craven Huston Powers Architects
9355 Young Road
Chilliwack, BC V2P 4S3

Attention: Mr. Rob Powers, MAIBC

Dear Sir:

**Re: Proposal for Geotechnical Engineering Services
Memorial Hall Building Upgrade
Village of Harrison Hot Springs, BC**

1.0 Introduction

In response to your email of 5 November 2009, and a discussion with Mr. Andy Kirkness, P.Eng of Krahn Engineering, Levelton Consultants Ltd. (Levelton) is pleased to present this proposal for the provision of geotechnical engineering services for the upgrade of the existing Memorial Hall on Esplanade Avenue in Harrison Hot Springs, BC. It is understood that the existing building is being refurbished, including structural upgrades to meet current building code requirements. In order to do so, a geotechnical assessment will be required to establish the Site Soil Class from the 2006 BC Building Code (2006 BCBC) and to generate geotechnical recommendations, as needed, to upgrade the existing foundations to support the appropriate design basis earthquake shaking.

Our scope of services for this project will consist of a sub-surface soil investigation in an area adjacent to the existing building, a review of findings with the Structural Engineer, followed by preparation of a report providing the results of the investigation, the appropriate seismic design parameters and other pertinent geotechnical recommendations.

2.0 Approach

Levelton will advance one solid stem auger borehole with a truck-mounted drill rig in the paved parking lot adjacent to the building. The borehole will extend to a depth of up to 15 m below existing grade, or to practical auger refusal if encountered at shallower depth. A Dynamic Cone Penetration Test will be conducted at the borehole location to assess the *in-situ* relative density/consistency of the soils encountered.

We request that the client provide us with a drawing showing the locations of existing underground utilities at the site. Levelton will also retain a utility locating contractor to identify/confirm the locations of existing underground services at the proposed borehole location and will locate the borehole a suitable distance from any known underground service.

The soil and groundwater conditions encountered at the borehole will be logged in the field by an experienced member of our geotechnical staff. Disturbed soil samples will be collected from the auger flights for visual classification and moisture content determination purposes. If cohesive soils are encountered, selected samples will be submitted for Atterberg limits testing. Should granular soils be encountered, selected samples will be submitted for grain size distribution analysis. The laboratory testing will be completed to assist us in assessing the site seismicity.

The borehole will be closed in conformance with provincial groundwater protection requirements immediately upon completion of the investigation. If located in existing asphalt, the asphalt surface will be patched with asphalt upon completion of the investigation. We will attempt to minimize disruption to the site during the investigation, but we have not included costs associated with the restoration of the site to its present condition, other than as discussed above, in the fee provided below.

Once the field and laboratory work has been completed, an analysis will be conducted to establish the following:

- Site Soil Class in accordance with 2006 BCBC;
- Liquefaction susceptibility of the soils under moderate and severe seismic loading; and
- Estimate of vertical and lateral ground displacements under moderate and severe seismic loading.

The results of the analysis will be discussed with the Structural Engineer.

Following the review of our results with Structural Engineer, we will prepare a geotechnical engineering assessment report that includes discussion and recommendations pertaining to the following:

- Soil and groundwater conditions encountered;
- Seismic considerations, including Site Soil Class and our opinion as to the potential for liquefaction of the site soils during a design magnitude earthquake (as defined in the 2006 BCBC) and during moderate earthquake loading (1:475 year event and possibly other levels of earthquake shaking);
- Estimates of vertical and lateral ground displacement associated with the design level earthquake shaking;
- General commentary on adequacy of existing shallow foundations to support the building under seismic loading;
- Geotechnical recommendations, as required, to provide additional support to the foundations;
- Engineered fill, including suitability of site soils for re-use as engineered fill;
- Foundation design, including serviceability limit states soil bearing resistance and factored ultimate limit states soil bearing resistance (if required); and
- Other comments and recommendations deemed necessary, based on our review of our findings with the Structural Engineer.

3.0 Fees

Our lump sum fee for the investigation and report discussed above is summarized in Table 1.

Table 1: Geotechnical Assessment Fees

Task	Fee
Project Initiation and field work coordination	\$300
<u>Subsurface exploration and laboratory testing:</u>	
Drilling Contractor – truck mounted drill rig (one day)	\$2,000
Utility locate contractor	\$300
Field Engineering	\$600
Drilling Consumables & Miscellaneous field supplies	\$100
Laboratory testing	\$400
<u>Office work:</u>	
Draft soil logs and Figures	\$200
Analysis	\$750
Review findings with design team	\$500
Report	\$1,400
Miscellaneous Disbursements and Office expenses (travel, courier, etc.)	\$100
Total Lump Sum Fee (excluding GST)	\$6,650

The fee indicated in Table 1 does not include detailed design development after issuance of the geotechnical report, attendance at meetings, or construction monitoring services. Fees for geotechnical engineering services requested by the client not stated in this proposal would be negotiated.

Services would be provided in accordance with the attached Terms of Engagement.

4.0 Schedule

We expect that we can arrange to have the field work conducted within one week of receipt of authorization to proceed, although scheduling will be dependent on the availability of the drill rig. The field work is expected to be completed in one day. The geotechnical report would be available within two weeks of completion of the field and laboratory work. Preliminary comments and discussions regarding the findings can be provided within three working days of completion of the investigation.

5.0 Closure

If this proposal is acceptable, we request that the client complete the area on the following page and return a copy of this proposal to us by fax (604-853-1186) or by e-mail. The client's

Memorial Hall Upgrade
Village of Harrison Hot Springs
6 November 2009
PR09-1587-00
Page 4



countersignature indicates acceptance of the proposal and the Terms of Engagement and provides us permission to access the site.

We trust this information meets your immediate requirements. If you have any questions or require further information, please contact the undersigned.

LEVELTON CONSULTANTS LTD.

A handwritten signature in black ink, appearing to read 'CBA' followed by a period.

Reviewed by:

Per: Calum Buchan, P Eng
Senior Geotechnical Engineer

Per: Michael Gutwein, P Eng
Senior Geotechnical Engineer

Attachments: Terms of Engagement

AUTHORIZATION TO PROCEED:

By signing and returning one copy of this letter, I hereby authorize Levelton Consultants Ltd. to proceed with the work program as presented in this proposal letter in accordance with the attached Terms of Engagement.

AUTHORIZED BY:

INVOICES TO BE ADDRESSED TO:

Print Name

Company Name

Company Name

Attention:

Signature

Address

Date Signed

City

Postal Code

Phone

Fax

**1.0 PREAMBLE**

Levelton Consultants Ltd. (Levelton) agrees to provide technical and engineering services as delineated within the attached proposal and these Terms of Engagement in accordance with presently accepted engineering practices. The proposal, together with these Terms of Engagement, shall constitute the entire Contract between the Client and Levelton. This Contract supercedes any conflicting provisions contained in the Client's Purchase Order or correspondence. In performing the services, Levelton will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices and procedures normally provided in the performance of the services described in the Proposal at the time when and the location in which the services are performed. No warranty expressed or implied, is made. For the purposes of the limitation of liability provisions contained in these Terms of Engagement, the Client expressly agrees that Levelton has entered into this Contract with the Client, both on Levelton's own behalf and as agent on behalf of Levelton's employees, principals and subconsultants.

2.0 RIGHT OF ENTRY

The Client shall arrange and make provision for entry and ready access to any property, public or private, as necessary to allow Levelton to perform their services. Levelton agrees to take reasonable precautions to minimize damage during any site work. Any cost of repairing damage which may result from site work except that explicitly stated elsewhere in the proposal is not included in the fee.

3.0 INFORMATION AND DOCUMENTS

The Client shall provide Levelton with all plans, information, data and other documents relevant to the project, including location plans of buried utilities. Where necessary, Levelton may arrange to obtain additional information on buried utilities from the utility companies and/or municipal authorities. Levelton shall rely solely upon the accuracy and completeness of such information and the client shall indemnify and hold harmless Levelton from any loss resulting from the inaccuracy or incompleteness of such information.

All document files and software prepared by or on behalf of Levelton in connection with the project are instruments of service for the execution of the project. Levelton Consultants Ltd. retains the ownership, property rights and copyright in these documents, whether the project is executed or not. These documents may not be used on any other project without the prior written agreement of Levelton.

4.0 SAMPLE RETENTION

Samples obtained during the course of the project shall be retained for a period of 30 days after submission of the final project report. The Client may, by written authorization, request samples be shipped collect to a site of their choice or be stored by Levelton Consultants Ltd. for a negotiated storage fee. Levelton will not be held responsible for samples lost or damaged, or any damages to persons or the environment, during the transportation or storage of samples.

5.0 PROFESSIONAL FEES

The scope of services to be provided by Levelton and the professional fees payable by the Client for those services are set out in the proposal to which these Terms of Engagement apply. Additional services requested by the Client or required as a result of circumstances beyond Levelton's control shall be payable at rates set out in the 2008 Fee Guideline published by the Consulting Engineers of BC, unless otherwise agreed in writing by way of a change order to this contract.

6.0 REIMBURSABLE EXPENSES

Reimbursable expenses will be charged at cost plus a mark-up of 10% to cover handling costs. Major items will be identified in the proposal. In addition, the following expenses will be charged at cost + 10%.

- Fees and other charges of contractors or sub-consultants;
- Shipping charges of samples and necessary equipment;
- Courier fees;
- Equipment rental;
- Travel expenses;
- Use of personal and company-owned vehicles;
- Commercial reproduction and delivery of information, drawings, specifications, photographs and other documents necessary for the project;
- Fees paid for securing approvals, permits or licences from regulatory agencies having jurisdiction over the project;
- Provision for and operation of site offices;
- Advertisement expenses as required by the project.

Unless services are provided on a lump sum basis, which will be expressly stated in the proposal, an administrative fee of 8% of the professional fees will be payable to cover office and overhead expenses, including photocopying, long distance telephone, cellular telephones, computer services, software, postage, office and laboratory consumables, disposal of laboratory waste, etc.

7.0 TAXES

All prices for fees and expenses are quoted exclusive of all taxes or assessments levied by Federal, Provincial or Municipal Governments. Unless advised by the Client of a tax exempt status, all invoices shall reflect appropriate assessments in addition to the cost of fees and expenses.

8.0 INVOICES

Invoices are due when presented and accounts unpaid by the Client 30 days after presentation shall bear interest at the rate of 1.5% per month, which is the equivalent to an annual interest rate of 19.56%. No deduction or set-off shall be made by the Client from the fees and reimbursable expenses payable to Levelton. Levelton shall be notified in writing of any disputed amounts within 14 days of the date of the invoice, otherwise invoices shall be considered correct as rendered and there shall be no further recourse by the Client. Accounts outstanding more than 30 days shall be subject to collection proceedings as provided in law. If payment has not been rendered within 60 days of the date of the invoice, Levelton shall have the right to terminate or suspend all work under this contract, without prejudice. The Client shall pay all fees and expenses incurred in the collection of outstanding accounts, including time for Levelton staff at the rates stipulated herein.



9.0 INSURANCE

Levelton Consultants Ltd. carries, at its own expense, General and Professional Liability insurance as follows:

- General Liability Insurance for bodily injury and property damage.
- Professional Liability Insurance for errors, omissions and negligent acts.

These policies contain certain exclusions with respect to claims arising due to water ingress to buildings or due to moulds and fungi. Details are available on request.

In addition, Levelton agrees to maintain coverage pursuant to the Workers' Compensation Act (BC Firm #707046, AB Firm #485448/3).

10.0 LIABILITY

10.1 Levelton Consultants Ltd. shall not be responsible for:

- (a) the failure of a contractor retained by the Client to perform work in accordance with the applicable contract documents, building codes or industry standard;
- (b) the design of or defects in equipment or material supplied or provided by the Client for incorporation into the project;
- (c) any damage to subsurface structures and utilities which were not identified or were inaccurately located by the Client, utility companies or municipal authorities;
- (d) any project decisions made by the Client if the decisions were made without the advice of Levelton or contrary to or inconsistent with Levelton's advice;
- (e) any consequential loss, injury or damages suffered by the Client, including but not limited to loss of use, earnings and business interruption;
- (f) the unauthorized distribution of any confidential document or report prepared by or on behalf of Levelton for the exclusive use of the Client;
- (g) any duty of care to detect or warn of design or construction deficiencies unless such duty is specifically included in the Scope of Work set out in this Contract;
- (h) any claims arising from the actual or alleged presence of or exposure to mould, fungi or other toxic or hazardous substances.
- (i) any claims arising from or alleged to result from delays in completion of work by Levelton or a contractor engaged by the Client.

The Client agrees that any claim which arises or hereafter may arise against Levelton in respect of the services, howsoever arising, whether in contract or in tort, shall be limited to the greater amount of \$50,000 or the fees charged by Levelton for the services, whether or not such engagement was recommended or arranged during the course of the services, and in any event, the liability of Levelton shall not extend to costs other than those for reinstatement of the work performed by Levelton. In the event that the claim is one for which Levelton has no insurance coverage, the Client agrees that the liability of Levelton shall be absolutely limited to the lesser of \$50,000 or 10% of the fees billed by Levelton for the services that gave rise to the claim. Levelton shall have no responsibility for any part of the work not designed by Levelton.

The Client expressly agrees that Levelton's employees, principals and subconsultants shall have no personal liability to the Client in respect of a claim, whether in contract, tort and/or any other cause of action in law. Accordingly, the Client expressly agrees that it will bring no proceedings and take no action in any court of law against any of Levelton's current or former employees, principals or subconsultants in their personal capacity.

No claim may be brought against Levelton in contract or tort more than two (2) years after the services were completed or terminated under this Contract.

10.2 Liability for Pollutants, Mould, Fungi and Hazardous Wastes:

The Client recognizes that projects involving pollutants, mould, fungi and hazardous wastes, as defined below, create extraordinary risks. In consideration of the said extraordinary risks and in consideration of Levelton providing the services to the Client in connection with the project on which pollutants, mould, fungi and hazardous wastes are involved, the Client agrees that Levelton's liability to the Client and to third parties with respect to any matter in any way arising out of the presence or alleged presence of pollutants, mould, fungi and hazardous wastes shall be limited or otherwise protected against as provided herein.

Levelton's liability to the Client in connection with pollutants, mould, fungi and hazardous wastes is absolutely limited, both in contract and in tort, for any and all claims arising out of or in connection with the project to a total maximum aggregate amount not to exceed the cost of reperformance of the services for that portion of the Services proven to be negligent or in error. It is further agreed that such limitation shall be exclusive of the liability of Levelton to the Client which may otherwise be provided for in this Agreement for claims unrelated to pollutants and hazardous wastes.

In further consideration of Levelton providing the services to the Client in connection with the project in which pollutants, mould, fungi and hazardous wastes are or may be involved, the Client agrees that in connection with incidents and claims initiated by third parties involving pollutants, mould, fungi and hazardous wastes, the Client shall indemnify, defend and hold harmless Levelton of and from:

- (1) any and all suits, actions, legal, administrative or arbitration proceedings, claims, demands, damages, penalties, fines, losses, costs and expenses of whatsoever kind or character, arising or alleged to arise out of the services of Levelton;
- (2) any claims against Levelton arising or alleged to arise from the acts, omissions or work of others.

Such indemnification shall apply to the fullest extent permitted by law, regardless of fault or breach of contract by Levelton and shall include the fees and charges of lawyers in defending or advising Levelton as to such claims under the Contract. Without limiting the generality of the foregoing, such indemnity extends to claims which arise out of the actual or threatened disbursement, discharge, escape, release or ingestion (whether sudden or gradual) of any pollutant, mould, fungi or hazardous waste in or into the atmosphere, or on, onto, upon, in or into the surface or subsurface soils, water or water courses, persons, objects or any other tangible matter.

For all purposes of this clause, 'pollutants, mould, fungi and hazardous wastes' shall mean any solid, liquid, organic, gaseous or thermal irritant or contaminant, including without limitation, smoke, vapour, soot, fumes, acids, alkalis, moulds, mildew, fungi, chemicals and waste, including, without limitation, pollutants, hazardous or special wastes as defined in any federal, provincial or municipal laws.

11.0 ACKNOWLEDGEMENT

By signing the acceptance acknowledgement of the proposal or by otherwise authorizing Levelton to proceed with the work the Client expressly accepts and agrees to be bound by these Terms of Engagement.



102-2313 West Railway Street, Abbotsford, BC V2S 2E3
Phone (604) 855-7890 Fax (604) 855-7891 www.Stantec.com

November 3, 2009

CRAVEN / HUSTON / POWERS ARCHITECTS
9355 Young Road
Chilliwack, BC
V2P 4S3

ph: 604-793-9445
fax: 604-793-9446

email: rpowers@chparchitects.com

Attention: Rob Powers, MAIBC, BCSLA

Re: Harrison Memorial Hall
Mechanical Consulting Design Fees

Thank you for the opportunity to submit our fees for the proposed renovation to the existing Harrison Memorial Hall in the Village of Harrison. From our review of the drawings provided and our experience with similar projects, we have prepared the following fee proposal.

Consulting Scope of Work:

- The proposed project consist primarily of interior renovations to create a new Community Hall space.
- We will provide drawings for permit, tender and construction and letters of assurance for building permit and at substantial completion of the project.
- We have assumed that existing drawings of the mechanical and electrical systems in the building are not available and we have included a review of the existing systems on site in our fees.
- We will provide construction administration for the project which will include a review of the contractor's shop drawings, issuing any site clarifications, and reviewing monthly progress claims, if required. Site meetings, if deemed necessary, will be charged on a per meeting basis. Field reviews will also be charged on a per diem basis.



Page 2
November 3, 2009

Mechanical Scope of Work:

- The existing building is not sprinklered and a sprinkler upgrade of the existing building will not be required.
- Plumbing for this renovation will consist of mainly a small servery/kitchen and public washrooms. We have assumed that plumbing and drainage will connect to existing services on site and no upgrading will be required.
- HVAC for the building will consist of a high efficiency gas fired furnace system. The system may be provided with air-conditioning if the electrical service to the building and budget will allow. Ductwork distribution for the furnace will run in the crawlspace and tempered air would be delivered to floor mounted registers.

Mechanical Consulting Design Fees:

We have proposed a fixed mechanical consulting fee and our fee breakdown would be as follows;

	Mechanical	
Preliminary Design/Design Development:	\$1,000.00	
Permit/Tender/Construction Documents:	\$4,500.00	
Construction Administration:	<u>\$ 500.00</u>	
Total Consulting Fees:	<u>\$6,000.00</u>	
Construction Field Reviews :(5 estimated)	<u>\$1,500.00</u>	add

Field Review/Site Meeting Fees:

The construction administration fees above for field reviews and/or site meetings will consist of a fixed fee per site visit of **\$300.00** per visit. We estimate that 3/4 site visits, rough-in and final inspections, would be required for this project. The number of site visits may vary depending on the construction schedule. Additional visits as a result of construction schedule will be invoiced at **\$300.00/visit**.



Stantec

Page 3

November 3, 2009

Disbursements:

Disbursements or reimbursable expenses for the cost of printing and courier services, etc. would be invoiced separately at cost plus 10%.

** Please note that we do not charge for long distance phone calls, photo copying, faxing and plotting of electrical drawings. Please note that the above fees do not include G.S.T.*

Should you have any questions, please give me a call and we look forward to the successful completion of this project.

Sincerely,

Stantec Consulting Ltd.

A handwritten signature in black ink, which appears to read "Richard Corra". The signature is fluid and cursive.

**Richard Corra, P. Eng.,
Principal**



Stantec

Page 4

November 3, 2009

Acceptance of the Fee Proposal:

We have reviewed the fee proposal submitted by Stantec Consulting Ltd., and are in agreement with the indicated fee for the above project based upon the outlined scope of work included.

Re: Chilliwack Central Church
Mechanical Consulting Design Fees

Stantec Proposal #: Pm09270fee

Company:

Address/Postal:

Authorized Personnel:

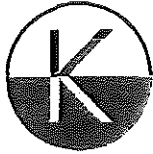
Phone:

Fax:

Signature:

Date:

Fee Agreement (Mechanical): \$6,000.00 + \$300.00/visit + Disb + GST



Krahn Engineering (Chwk) Ltd

A DIVISION OF KRAHN ENGINEERING LTD.

November 5, 2009

CK09116

CRAVEN / HUSTON / POWERS ARCHITECTS
9355 Young Road
Chilliwack, BC
V2P 4S3
Canada

Attention: Robert Powers MAIBC, BCSLA

Dear Sir:

Re: Proposal for Structural Engineering Services

Community Memorial Hall, Village of Harrison Hot Springs, B.C.

Krahn Engineering Ltd is pleased to provide our proposal for professional structural engineering services in connection with the above project:

Preamble

Krahn Engineering Ltd, presently with offices in Abbotsford, Vancouver and Chilliwack, has been established for over 20 years, providing a full range of structural engineering services, particularly in British Columbia and Alberta.

In June, 2008, the writer prepared a report on (primarily), structural and building envelope issues apparent in the Harrison Community Memorial Hall building. The report outlined significant deficiencies of wall and roof structural as well as envelope/insulation issues. The report also alluded to the potential for liquefaction of the underlying soils in a major earthquake, and we consider it appropriate to obtain professional geotechnical opinion to quantify the risk factors involved.

We propose that a two-phase approach be adopted in preparing a detailed set of plans for the proposed works.

Firstly, we suggest a cost-planning review with the assistance of a cost-consultant or experienced construction management firm to identify the scope of major items of work.

The second phase would be to prepare detailed design drawings and specifications identifying the particular measures adopted for upgrading within the available funding limits.

Scope of Services and Methodology

Phase 1

#101 - 9300 NOWELL STREET, CHILLIWACK, BC V2P 4V7
INTERNET: WWW.KRAHN.COM EMAIL: CHILLIWACK@KRAHN.COM

VANCOUVER ♦ ABBOTSFORD ♦ CHILLIWACK

- Krahn Engineering will work closely with the architects, geotechnical engineers, other professional and cost consultants to develop a set of priorities for the necessary works.
- Establish, with the assistance of the appointed geotechnical engineer, the appropriate Site Soil Classification, and the recommended seismic loadings. In particular, evaluate in conjunction with the Authority Having Jurisdiction (AHJ) the need, or otherwise, to provide ground improvement measures to guard against major displacement or settlement during a major earthquake.
- Provide preliminary design information for estimating costs of ground remediation measures (if required), structure anchorage to foundations, sheathing (shear walls) of external walls, diaphragm strengthening of roof, etc.
- Provide preliminary design information for estimating costs of upgrading or replacing the existing roof structure to safely support local-authority-specified roof snow loads, and Code-level wind loads.
- Provide an engineering report and preliminary drawings to describe the proposed engineering works, for the information of Council

Phase 2

- Prepare design drawings and short form specifications, to describe the chosen level of upgrading of the base building elements, as outlined above.

Design will be in accordance with the B.C. Building Code, 2006, and the material design standards referenced therein. Schedules B1, B2 and C-B for *Structural* to be provided.

Assumptions

- Krahn Engineering has provisionally assumed three design meetings/site visits in Harrison Hot Springs, and approximately three in Chilliwack
- Krahn Engineering Ltd will provide evidence of coverage for E. and O. Insurance (\$500,000) and Liability Insurance (\$3,000,000).
- CHP Architects will be the Prime Consultant and payment certifier
- Structural drawings in the second phase are to be provided as final tender drawings

Revisions requested after issue of Tender Drawings will be charged at current hourly rates.

Our services as quoted do **not** include:

- Sampling, testing and reporting on materials used in construction, or inspection of welding.
- Building envelope, geotechnical, mechanical, electrical, civil or fire protection engineering.

Terms of Payment:

- All goods and services supplied by Krahn Engineering Ltd. will be subjected to the Federal Goods and Services Tax (GST). The GST will be an additional charge to the fees, and will be disclosed separately on our invoices.

- Work in progress will be invoiced monthly and is payable upon receipt of invoice.
- A service charge in the amount of 2% per month per annum will be charged on accounts that are overdue by thirty (30) days.
- If this project is terminated or temporarily delayed we will invoice for work complete in proportion to the agreed fee.
- We reserve the right to suspend or withdraw our services if fees are not paid when due. We will not accept liability for damages arising from the suspension or withdrawal of our services.
- Any additional work that is required will be invoiced on a time and expense basis using our standard rates as follows:

Principal.....	\$195.00 per hour
Senior Design Engineer.....	\$180.00 per hour
Senior drafter, technician.....	\$140.00 per hour
EIT, Intermediate drafter, technician.....	\$110.00 per hour
Administrative, clerical.....	\$ 70.00 per hour
Travel mileage.....	50 cents per kilometer

Structural Engineering Fees

Structural engineering fees to provide Phase 1 services as outlined above are proposed on a time and expense basis, to an estimated maximum of**\$15,000.00**

Phase 2 design and preparation of Tender Issue drawings, including coordination with Civil, Architectural and Geotechnical consultants..... **\$11,000.00**

Field reviews of construction..... **\$250.00 each**

Shop drawing reviews and responding to enquiries from bidders or contractors...**at hourly rates**

Printing and courier allowance (at cost)..... **\$ 200.00**

Please contact the undersigned if you have any questions.

Yours truly:

Krahn Engineering (Chwk) Ltd.

Per:


Andrew J. Kirkness, P.Eng.
andyk@krahn.com

Proposal Accepted

.....
(Date)



October 26, 2009

CHP ARCHITECTS
9355 Young Rd.
Chilliwack, B.C. V2P 4S3

Attention: Mr. Robert Powers, MAIBC

Project: Renovations to Harrison Memorial Hall
Esplanade Rd.
Harrison Hot Springs, B.C.

Dear Sirs;

Thank you for this opportunity to submit our fee proposal for the electrical design scope of work for this project.

Project consists of the electrical design requirements for the renovations and improvements to the existing building. Existing building is approximately 6,500 sq. ft. of ground floor area and also includes multiple small second storey rooms.

Building is to be sprinklered and heating/cooling will be via a gas fired, HVAC units to be confirmed by the mechanical consultant.

Our fees to provide complete engineered electrical drawings and specifications for the above mentioned project, and as per the following is \$4,500.00, GST extra.

INCLUDED

1. Coordination meeting with client/consultants, as required.
2. Complete electrical design, including initial site visit, as to obtain existing design data:
 - a) Existing main electrical service is believed to be under sized for this renovation and will be required to be up-graded.
 - b) Interior and exterior building area lighting requirements.
 - c) Interior building area power requirements, including reconnecting existing stage lighting system.
 - d) Fire alarm system is existing and believed to be adequate for this renovation.
3. Exit & emergency lighting requirements.
4. Mechanical equipment connection and coordination requirements.
5. Provide schedules 'B1', 'B2' and 'C-B' Letters of Assurance.
6. Provide (3) sets of "Sealed" engineered electrical drawings and specifications for "Building Permit" application.
7. Provide (6) sets of engineered electrical drawings and specifications for "Tender/Construction" application
8. Shop drawing review.
9. Construction administration requirements.
10. B. C. Hydro coordination requirements.

42177 Yarrow Central Road
Chilliwack, B.C. V2R 5E5

E-mail: office@murphydesign.ca

Phone: (604) 823-6773
Fax: (604) 823-6510



CHP ARCHITECTS
Fee Proposal for Proposed Renovations
Harrison Memorial Hall
Esplanade Rd.
Harrison Hot Springs, B.C.
October 26/09
Page 2

NOT INCLUDED

Design for and communications systems or cabling requirements.
Design for any security system requirements.

DISBURSEMENTS

Disbursements for this project are estimated to be \$310.00, not including GST, which would include for courier fees, photocopying, plotting, long distance calls/faxes, etc. and (9) sets of engineered electrical drawings and specifications for building permit, tender/construction and coordination requirements. Any additional drawings required will be charged out at \$2.50/sheet, GST extra.

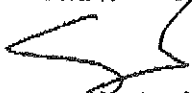
INSPECTIONS

Required inspections will be charged at \$300.00 per inspection, including disbursements and reports, we estimate (3) inspections would be required based on this type of building and depending on the construction schedule.

We are looking forward to the successful completion of your project, any questions or concerns, please do not hesitate in contacting me at our office (604) 823-6773.

Sincerely,

MURPHY DESIGN SERVICES INC.



R. M. Murphy, Ctech
President

42177 Yarrow Central Road
Chilliwack, B.C. V2R 5E5

E-mail: office@murphydesign.ca

Phone: (604) 823-6773
Fax: (604) 823-6510



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Jan 27, 2010
FROM: Larry Burk,
Chief Administrative Officer **FILE:** 3060-20
REPORT: RC010
SUBJECT: Development Permit with variances at 298 Lillooet Avenue

RECOMMENDATION:

THAT the re-issuance of a Development Permit with variances at the above property be approved.

BACKGROUND:

The original DP along with a DVP were approved on the 17th of December, 2007. They have since expired on the 17th December 2009.

The bank that is funding the project as well as the Village, requires the DP and DVP to be re-issued. Nothing on the project has changed with respect to form and character. The new DP is in keeping with our revised format in that the variance is now included in the one document.

BUDGETARY CONSIDERATIONS:

There are no budgetary considerations for the Village with this process. The developer pays for the registration of the document in LTO which is approximately \$21.75.

POLICY CONSIDERATIONS:

Approval of a DP requires Council resolution.

ALTERNATIVES/OPTIONS:

Staff supports the re-issuance of this DP with variances.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

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Lillooet.DP.001.2010.RC010.doc

VILLAGE OF HARRISON HOT SPRINGS

DEVELOPMENT PERMIT NO. DP 001/2010

1. This Development Permit No. 001/2010 is issued to:

0761036 BC Ltd.
3571 Barmond Avenue
Richmond BC V7E 1A4

as the owner (the "Permittee") and shall apply only to that certain parcel or tract of land within the Village of Harrison Hot Springs (the "Village") described below, and any and all buildings, structures, and other development thereon:

Parcel Identifier: 003-569-462

Legally described as:

Lot 44, Section 13, Township 4, Range 29, West of the Sixth Meridian New Westminster District Plan 37485

(the "Lands")

Civic Address: 298 Lillooet Avenue, Harrison Hot Springs, BC V0M 1K0
Folio number: 1640-52402

AUTHORITY

2. This Development Permit ("DP") is issued pursuant to Section 920 of the *Local Government Act* and is issued subject to compliance with all of the bylaws of the Village, except as specifically varied or supplemented by this Permit.
3. The above noted property lies within the Lakeshore Development Permit Area 1 as identified in the Village of Harrison Hot Springs *Official Community Plan Bylaw 864* as amended. Pursuant to Section 919.1 of the *Local Government Act*, this area has been designated as a Development Permit area under the *Official Community Plan* for the following purpose:

"...establishment of objectives and guidelines for the form and character of commercial and multi-family residential developments..."

GENERAL TERMS AND CONDITIONS

4. The following DP terms and conditions shall apply to the Lands:
 - 4.1 The Lands shall be developed strictly in accordance with the terms and conditions provision of this permit and any plans and specifications attached to this permit shall form a part hereof.
 - 4.2 The Zoning Bylaw 672-1996 is varied as follows:
 - a) Vary the height from four storeys to five storeys to allow for mezzanine addition;

- b) Vary the required amenity area from 200 sq. metres to 108 sq. Meters; and
- c) Vary parking to permit one commercial loading space and one enlarged residential parking space in lieu of additional residential loading space.

4.3 The following conditions and requirement shall apply to the Lands:

The Lands shall be developed and used only in accordance with the plans attached hereto:

Schedule A-1	Landscape Site Plan/Planting Plan
Schedule A-2	2 nd Floor Planting Plan & Details
Schedule A-3	First Floor Plan
Schedule A-4	Second Floor Plan
Schedule A-5	Third Floor Plan
Schedule A-6	Fourth Floor Plan
Schedule A-7	Mezzanine Floor
Schedule A-8	Roof Plan
Schedule A-9	North/East Elevations
Schedule A-10	South/West Elevations
Schedule A-11	Building Sections
Schedule A-12	Building Design (looking southward)
Schedule A-13	Building Design (looking northward)
Schedule A-14	Building Materials (being stucco and stone veneer on columns/accent points on floor 1, horizontal vinyl siding combined on floors 2-3, and vertical shake – vinyl on floors 4-5)

- 4.4 On-site landscaping shall be installed in accordance with Schedule A-1.
- 4.5 Prior to occupancy of any building on the lands the applicant shall satisfy all off-site works and services and enter into a standard form Construction Servicing Agreement that covers standards and specifications for servicing the Lands as per the Village Subdivision and Servicing Bylaw and as supplemented by the requirements of the National Building Code, Underwriters Survey and Master Municipal Construction Documents.
- 5. Nothing in this permit shall waive the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
- 6. The Permittee shall obtain from any purchaser of the Permittee's interest in the Lands, or portion thereof, an agreement to be bound by the terms of this Permit, and until such time as the purchaser agrees to be so bound, all obligations imposed on the Permittee under this Permit shall remain the sole obligations of the Permittee.
- 7. This Permit does not constitute subdivision approval or a Building Permit and does not entitle the Permittee to undertake any work without the necessary approvals or permits. Site work must be in compliance with the above noted geotechnical report.

8. This Permit does not constitute an approval under, or relieve the Permittee from complying with, all applicable provisions of the *Wildlife Act, Migratory Birds Convention Act, 1994* or any other federal, provincial or municipal statute, regulation or bylaw governing the Permittee's use and development of the Lands.
9. If trees on the Lands are proposed to be felled between April 1 and August 1 of any given year, then an appropriately qualified professional must monitor compliance with all applicable provisions of the *Wildlife Act, Migratory Birds Convention Act, 1994*, and any other federal or provincial environmental legislation governing the Permittee's use and development of the Lands.
10. The Permittee shall save harmless and effectually indemnify the Village from and against:
 - a) any and all actions and proceedings, costs, damages, expenses, claims and demands whatsoever and by whosoever brought by reason of or in any way arising out of or related to the construction, installation, maintenance or repair of the DP Measures, including, without limitation, any and all claims for injurious affection, whether such claims arise at law or under any statute, including, without limitation, the *Expropriation Act*, R.S.B.C. 1996, and any amendments, rules or regulations thereto, or otherwise whatsoever;
 - b) any and all expenses and costs which may be incurred by reason of or in any way arising out of or related to the construction, installation, maintenance or repair of the DP Measures resulting in damage to any property owned in whole or in part by the Village or which the Village by duty or custom is obliged, directly or indirectly, in any way or to any degree, to construct, install, maintain or repair;
 - c) any and all expenses and costs which may be incurred by reason of liens for non-payment of labour materials, workers' compensation, unemployment insurance, Federal or Provincial tax, check-off or encroachments owing to mistakes in survey;
 - d) The Permittee shall maintain until the date of issuance of the Occupancy Permit, at the Permittee's expense, with such company or companies and on such forms as are acceptable to the Village, in the name of the Permittee, Comprehensive General Liability insurance coverage covering premises and operations liability, contingency liability with respect to the operations of the contractors and subcontractors, completed operations liability, contractual liability and automobile liability for owned, non-owned and hired units. The limits of liability shall be not less than \$2,000,000.00 for each occurrence for bodily injury and property damage. Each policy shall provide that it cannot be cancelled, lapsed or materially altered without at least 30 days notice in writing to the Village by registered mail, shall name the Village as an additional insured and shall contain a cross-liability clause; and
 - e) To deliver a copy of each such insurance policy to the Village prior to the commencement of any construction, installation, maintenance or repair of the DP Measures;

Development Permit No. 001/2010

- f) That if the Permittee fails to obtain and/or maintain the said insurance or deliver the said policy or policies to the Village, then the Village may obtain and/or maintain such insurance at the expense of the Permittee and the Permittee hereby appoints the Village as the Permittee's lawful attorney to do all things necessary for that purpose.

SECURITY DEPOSIT

11. As a condition of issuance of this Development Permit, the Village requires security in the amount of 125% of the developer's landscape architect's estimate for the landscape and streetscape requirements (the "Landscaping") set forth in the General Terms and Conditions, Item 3.4. The security shall be in a form acceptable to the Village. The security shall be maintained for a minimum of one year after the Landscaping works are provided a Substantial Performance Certificate issued by the Landscape Architect. In the event that the Landscaping is not completed as specified in this Development Permit, the Village may enter upon the Lands and complete the Landscaping and recover the costs of doing so from the security deposited including any fees for supervision or administration.
12. If works defined in this Permit are not substantially commenced within two years of the date of issuance of this Permit, this Permit expires.

AUTHORIZING RESOLUTION PASSED by Village of Harrison Hot Springs Council
on the ____ day of _____, 2010.

THE TERMS AND CONDITIONS UPON WHICH THIS PERMIT IS ISSUED ARE HEREBY
ACKNOWLEDGED.

0761036 BC Ltd.

Authorized signatory:

(Print name and title above)

THIS PERMIT IS ISSUED this day of , 2010.

The Corporate Seal of the VILLAGE OF
HARRISON HOT SPRINGS was hereunto
Affixed in the presence of:

Mayor

Corporate Officer

Attachments: Schedule A-1 to A-14

Schedule A-1
Landscape Site Plan / Planting Plan (Drawing L-1)

CEDAR AVENUE

MAPLE STREET

LILLOOET AVENUE

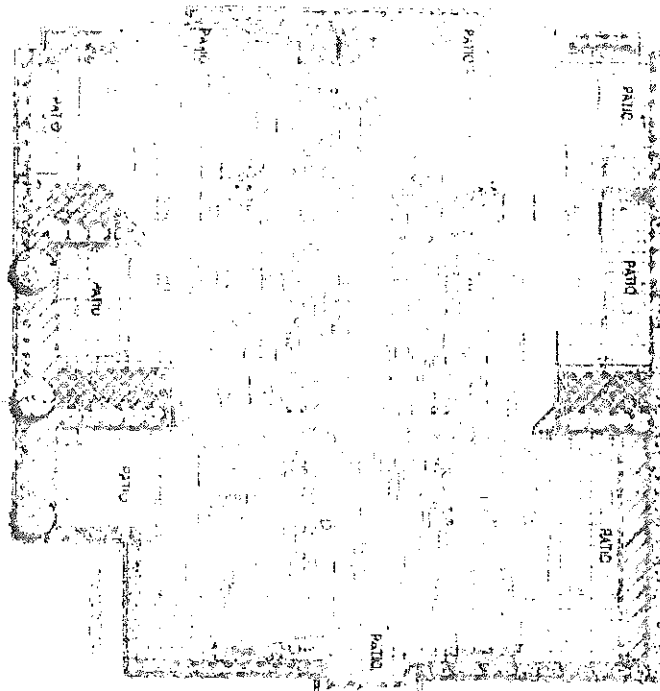
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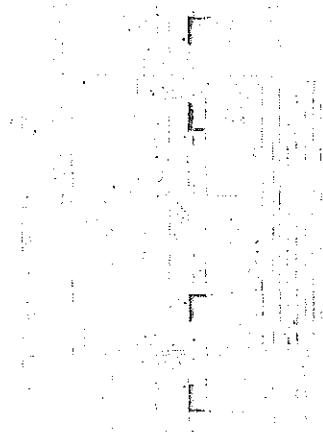
COMMERCIAL / RESIDENTIAL BLDG
1111 HASTINGS ST. VANCOUVER, B.C.
LANDSCAPE SITE - PLANNING PLAN

Gerry Blonetti
www.blonetti.ca

Schedule A-2
2nd Floor Planting Plan & Details (Drawing L-2)



1. 1st Floor Plan
 2. 2nd Floor Plan
 3. 3rd Floor Plan
 4. 4th Floor Plan
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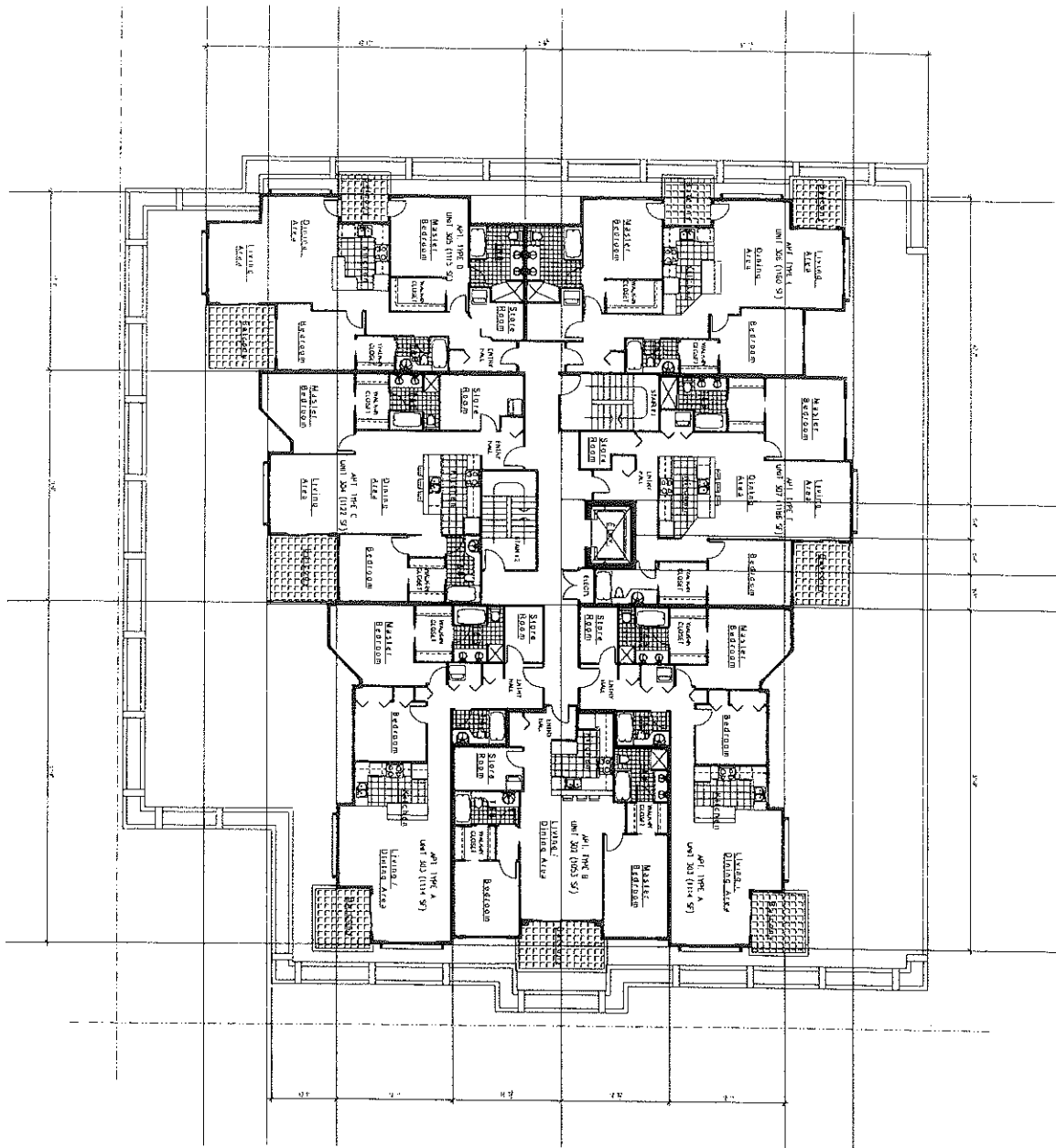


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Schedule A-3
First Floor Plan (Drawing A-1)

Schedule A-4
Second Floor Plan (Drawing A-2)

Schedule A-5
Third Floor Plan (Drawing A-3)



A-3

COMMERCIAL / RESIDENTIAL BLDG.
25111 GOLF AVE. SUITE 100, HARRISON, NJ 07033

Third floor plan

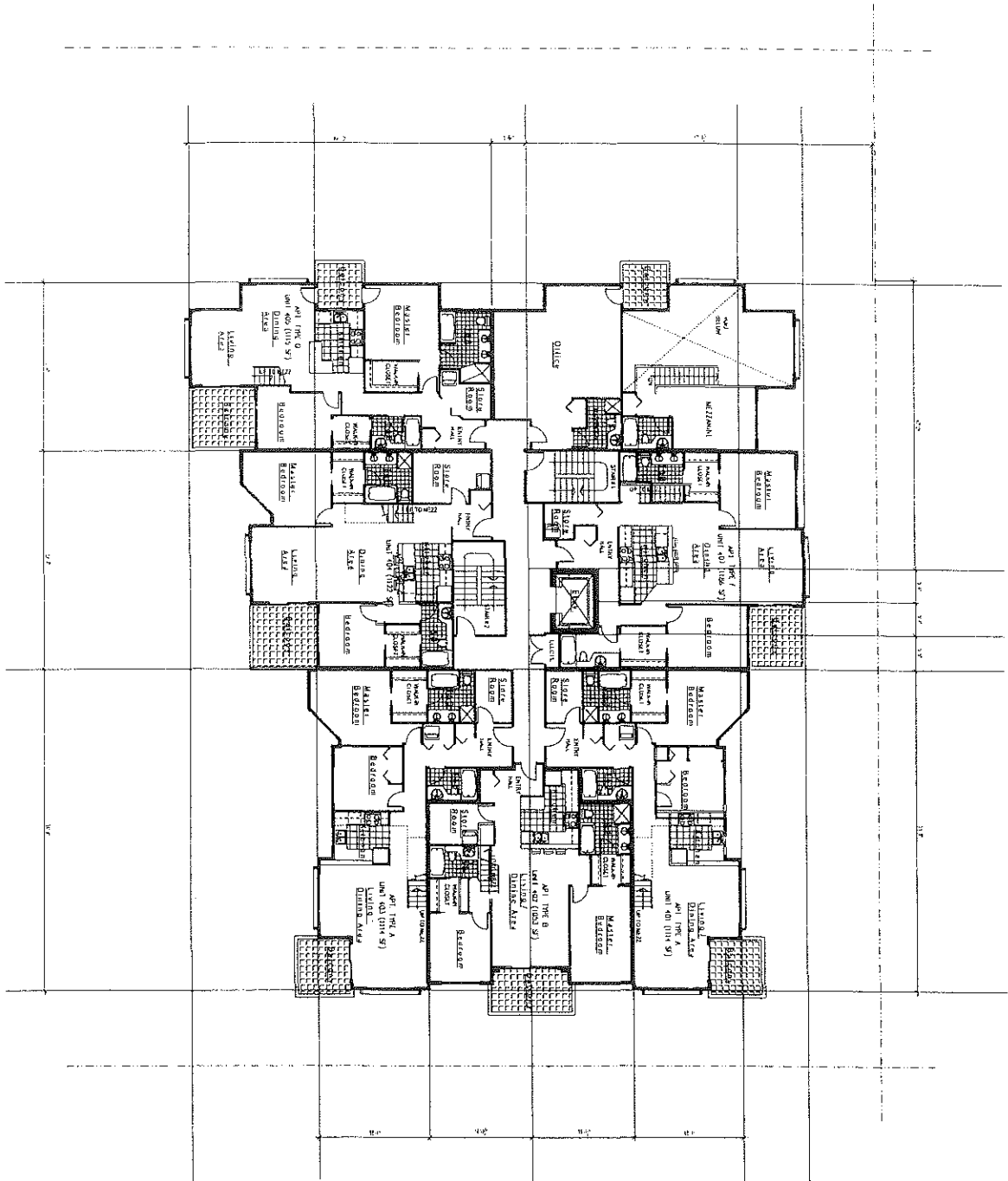
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Gerry Bloneti
architect m.a.b.c.

Phone: 201-261-1111 Fax: 201-261-1112
Email: gbloneti@earthlink.net
Website: www.gerrybloneti.com

Schedule A-6
Fourth Floor Plan (Drawing A-4)



A-4

COMMERCIAL / RESIDENTIAL BLDG.
75711 EIGHT AVENUE HARRISON HOT SPRINGS

fourth floor

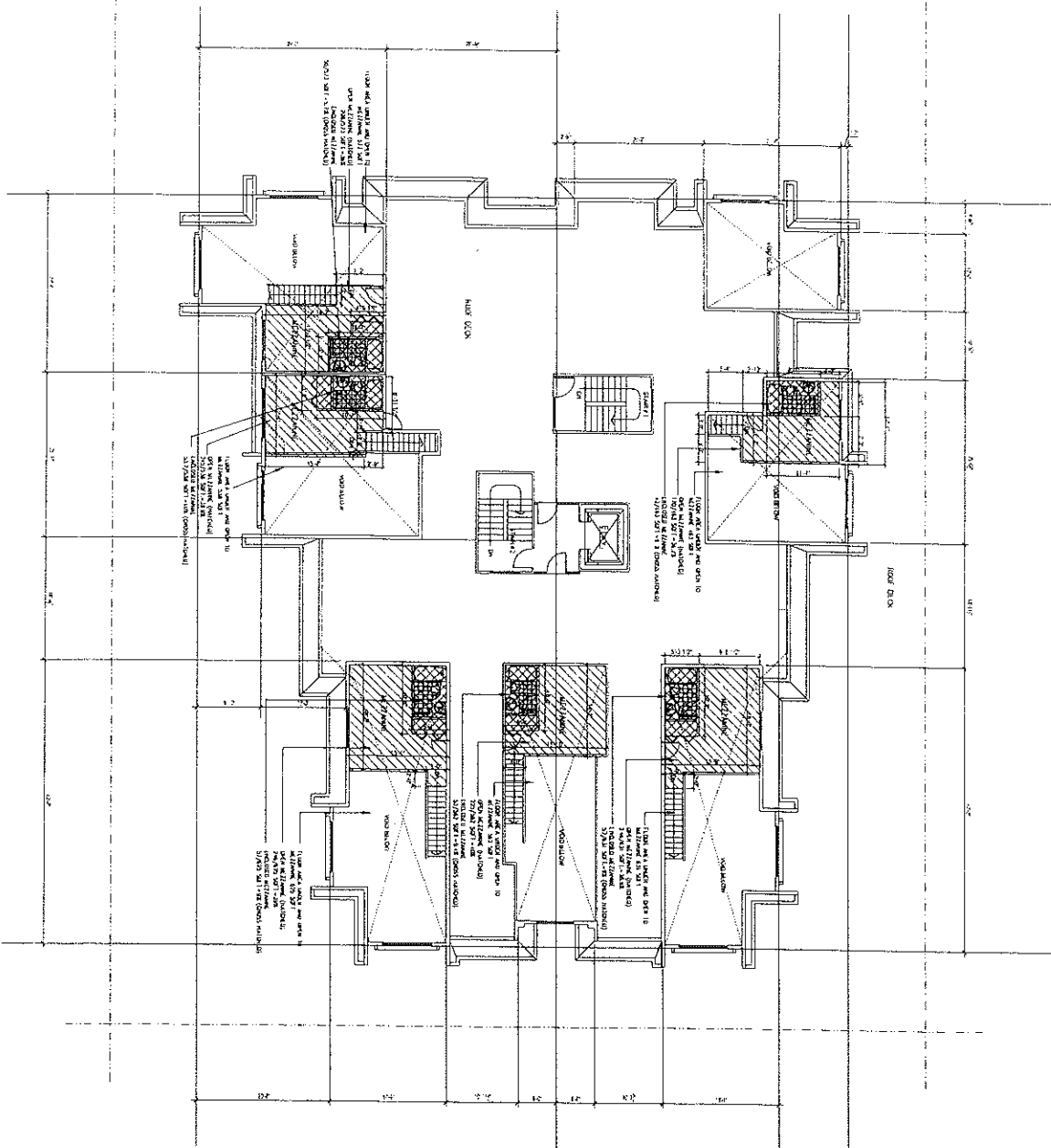
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Gerry Blonski
architect m.a.i.b.c.

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 Time: 12:46:00
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 Page: 1 of 1

Schedule A-7
Mezzanine Floor Plan (Drawing A-5)



A-5

COMMERCIAL / RESIDENTIAL BLDG.
2011 MOORE AVENUE HARRISON HOT SPRING

mezzanine floor

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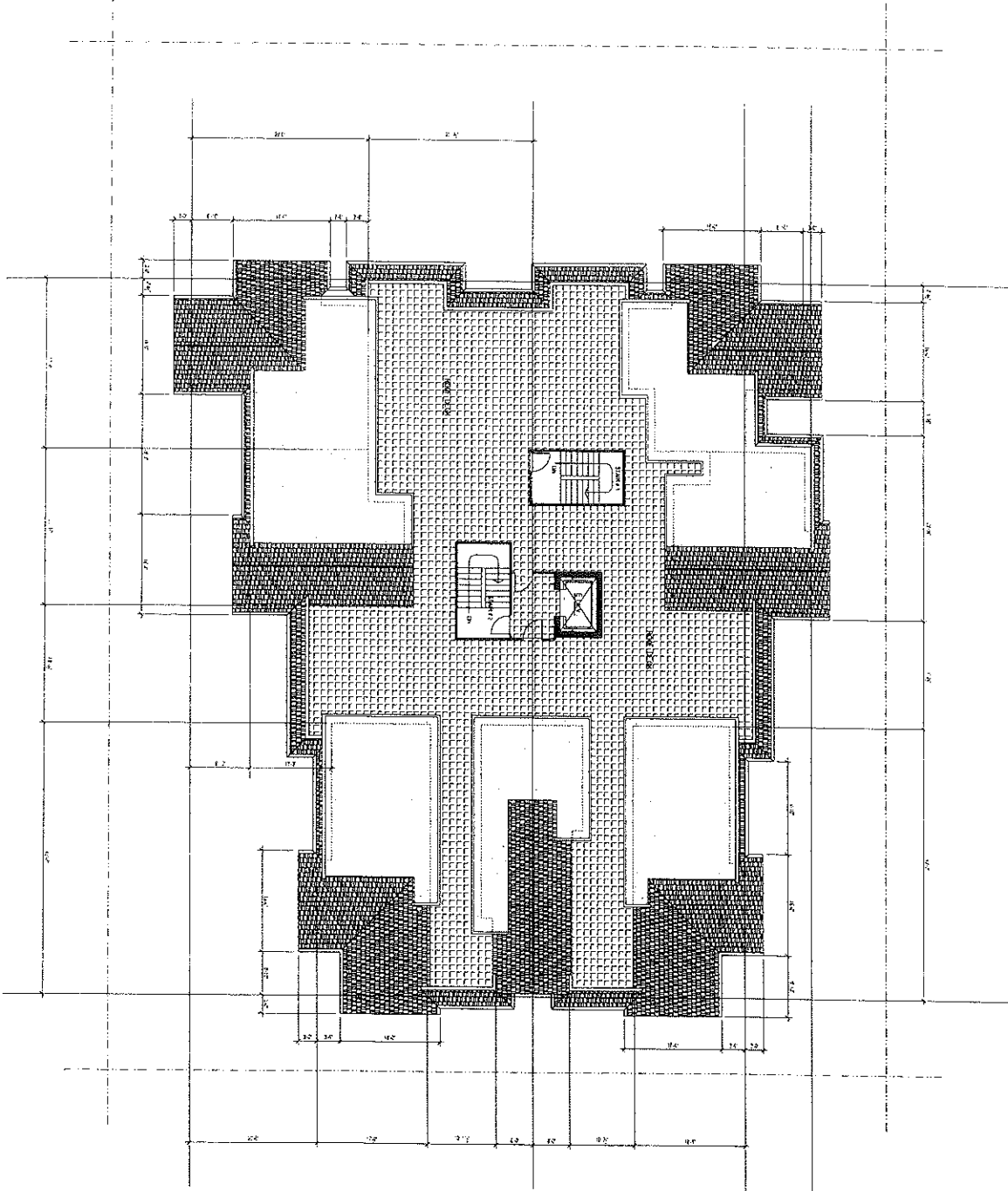
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Gerry Blonski
architect m.a.b.c.

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Schedule A-8
Roof Plan (Drawing A-6)

1
ROOF PLAN
SCALE 1/8"=1'-0"



A-6

COMMERCIAL / RESIDENTIAL BLDG. 20116 LOFT AVENUE HARRISON HOT SPRINGS				
roof plan				
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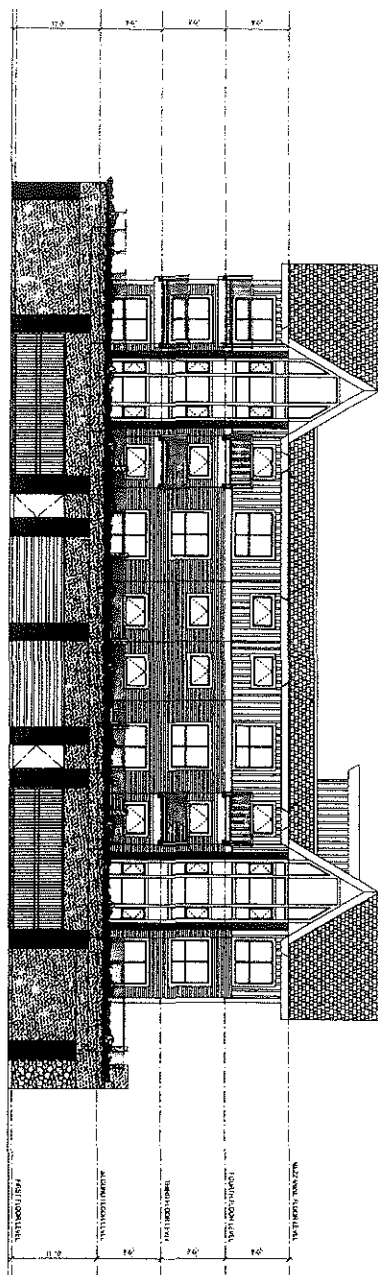
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Cerry Blonski
architect m.a.i.b.c.

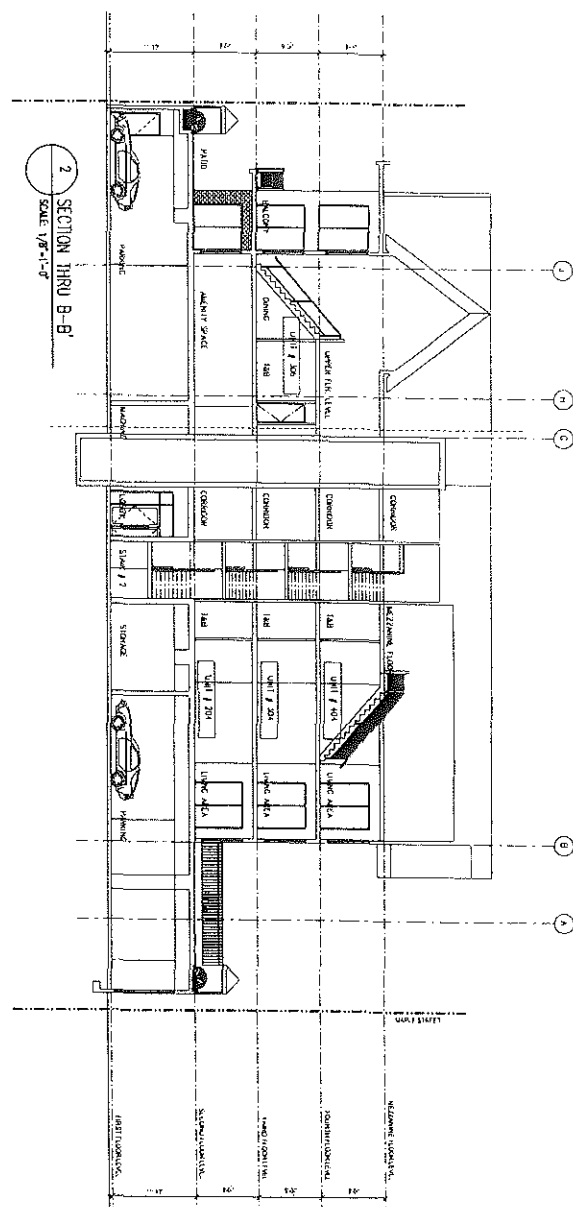
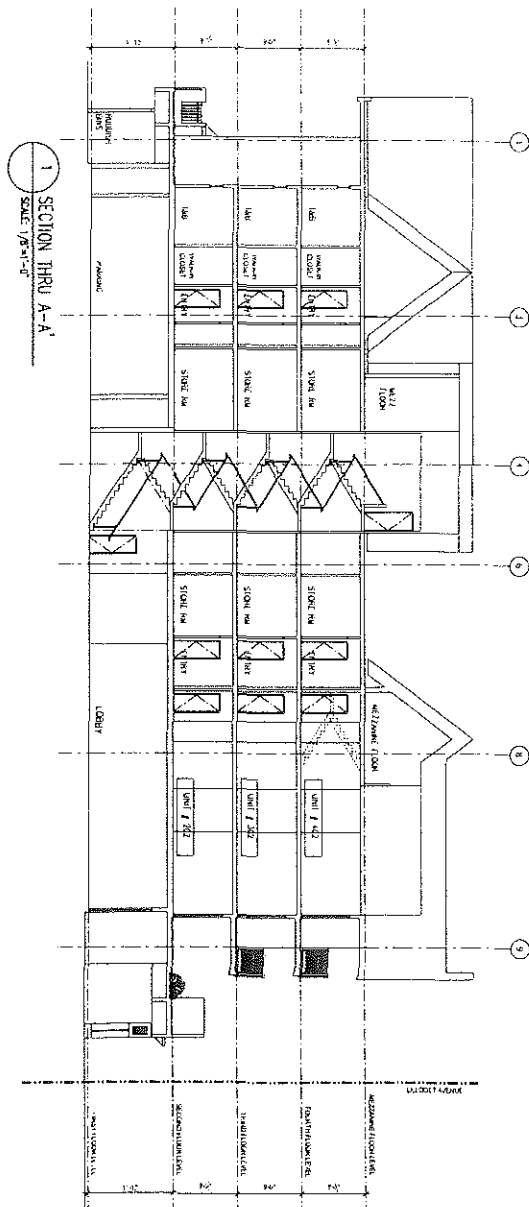
20116 LOFT AVENUE, HARRISON, AR 72423
TEL: 501-336-1111
FAX: 501-336-1112
WWW.CERRYBLONSKI.COM

Schedule A-9
North/East Elevations (Drawing A-7)

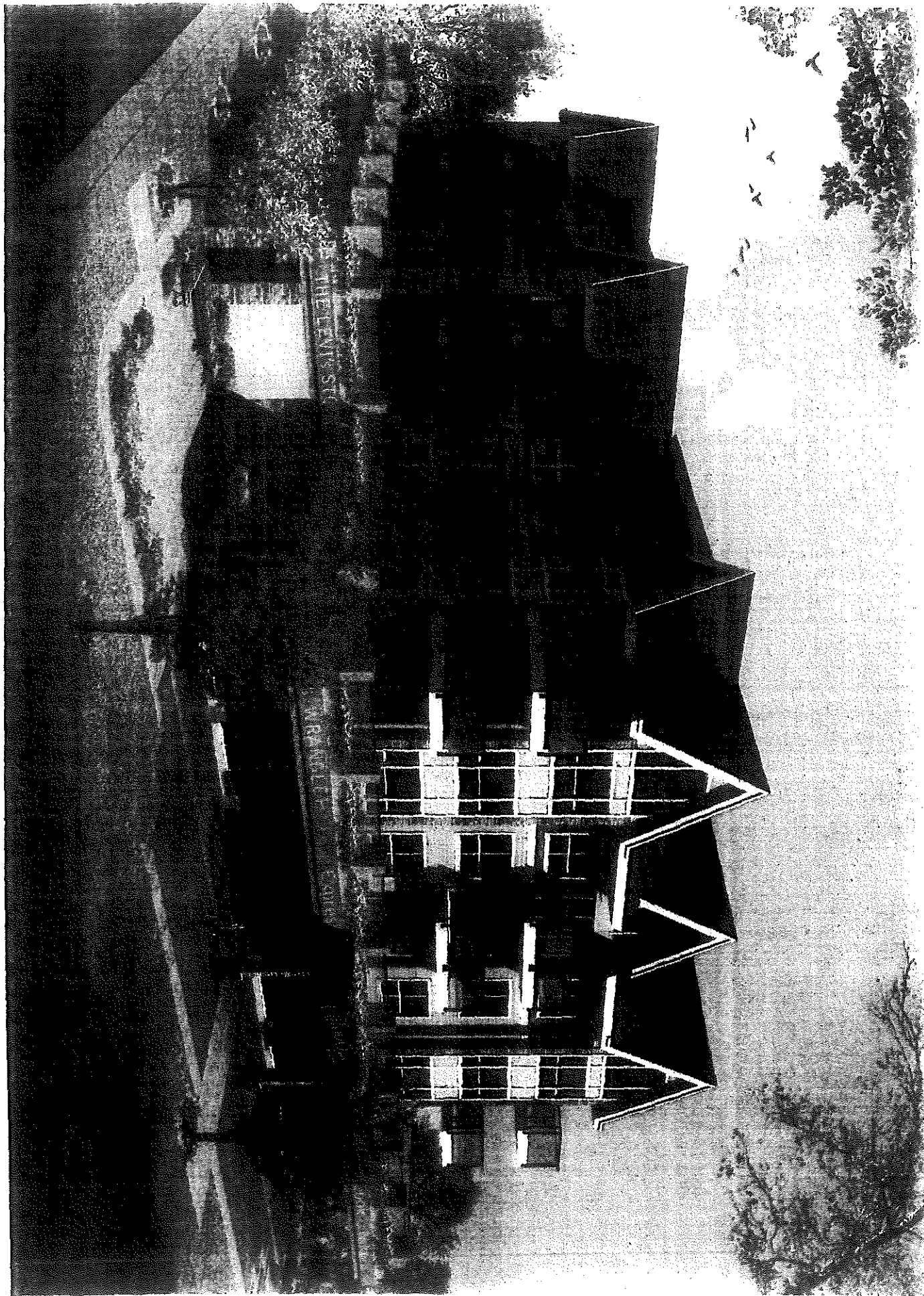
Schedule A-10
South/West Elevations (Drawing A-8)



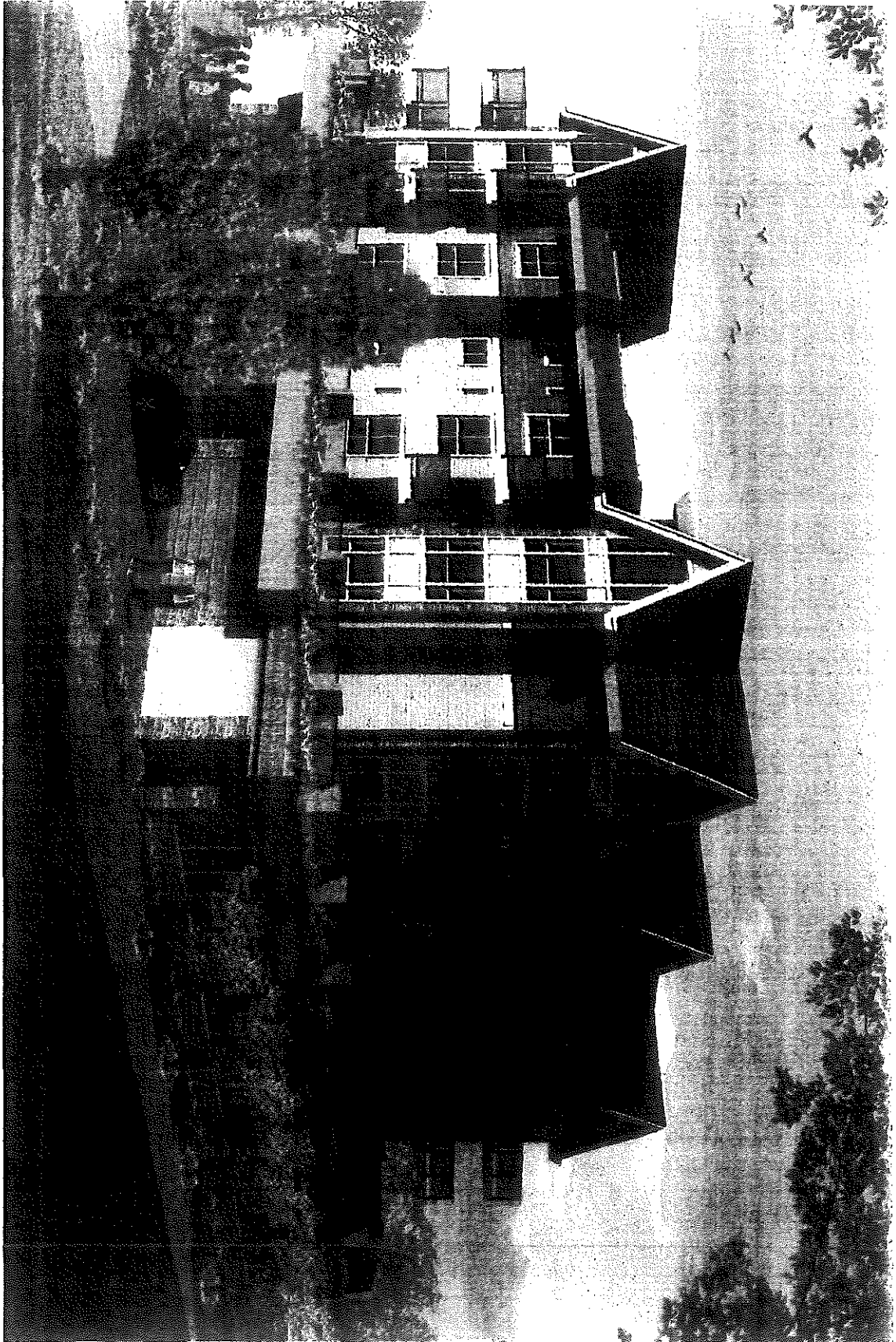
Schedule A-11
Building Sections



Schedule A-12
Building Design (looking southward)

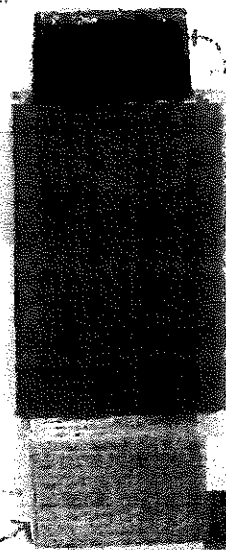


Schedule A-13
Building Design (looking northward)



Color scheme

1. Primary colors
2. Secondary colors
3. Tertiary colors



1. Primary colors
2. Secondary colors
3. Tertiary colors

1. Primary colors
2. Secondary colors
3. Tertiary colors



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Jan 28, 2010
FROM: Larry Burk,
Chief Administrative Officer **FILE:** 5340-20
REPORT: RC 011
SUBJECT: Sanitary Sewer CCTV project

BACKGROUND:

Tenders for providing a report on the service state of our sanitary sewer infrastructure were submitted on Jan 15th, 2010. The program was included in the 2009 budget and was considered by staff and our civil consultant as a necessary element in moving forward with ultimate improvements to waste water distribution and treatment in the Village.

Responses to the tender call were as follows:

Mar-Tech Underground Services Ltd.	\$24,945.53
ABC Pipe Cleaning Services Ltd.	\$44,132.24
Mr. Rooter – Fraser Valley Plumbing	\$51,505.81

Flushing of mains in advance of the camera work was not included in any of the bids received.

BUDGETARY CONSIDERATIONS:

As noted above this project was included in the 2009 budget process. Staff was awaiting some information with respect to the Kent Harrison Sewer connection project before going forward with this work.

POLICY CONSIDERATIONS:

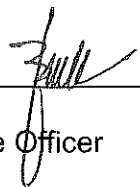
Policy 2.3 part 7 states that the CAO has authority to approve purchase orders of up to \$25,000 for budget approved expenditures.

ALTERNATIVES/OPTIONS:

Council has the authority to direct staff to not proceed with any budgeted item.

Proceeding with this project will provide valuable information to assist staff in establishing budgets for long and short term infrastructure maintenance and replacement planning priorities. The final report will also help establish upgrading and replacement requirements in respect to design and upgrading of sewer pump stations and treatment options at the plant.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

S:\00 Electronic Filing\5200 - 5799 ENGINEERING & PUBLIC WORKS\5340 SANITARY SEWER\2010.01.28 Sanitary Sewer CCTV
project.RC 011.doc



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Jan 27, 2010
FROM: Larry Burk,
Chief Administrative Officer **FILE:** 6520-20-01
REPORT: RC 012
SUBJECT: Bylaw No. 930 Official Community Plan Amendment

RECOMMENDATION:

THAT the amended Official Community Plan Amendment Bylaw No. 930 be read a second and third time;

THAT the Official Community Plan Amendment Bylaw No. 930 be adopted.

BACKGROUND:

Part 3.2.3 of the OCP suggested that it is the Policy of the Council to consider the potential re-development of larger lots around the Pine Avenue for Low Density Residential land use.

Beginning in June of 2009 the Village began the process to make appropriate amendments to the OCP to honour the policies recommended in the original OCP Bylaw document.

A preliminary planning framework was developed and presented to the APC and EDC for consideration. Following their input the framework plan was submitted to a public information meeting to provide for public consultation on the identified considerations noted in the OCP and the proposed plan. This form of consultation also provides for alternate suggestions any considerations that might be pertinent to proposed new land use designations in this area.

Following this process a final draft of the framework plan was submitted to the Ministry of Highways and FVRD for their comments.

Legislation requires that any bylaw amendment to an OCP requires the holding of a Public Hearing. The public hearing was held on January 18, 2010.

Issues arising from the Public Hearing are noted on the attached report from the Planning Consultant and minutes of that meeting.

The comments and concerns raised by the public at the hearing are noted below with responses in italics from staff.

- a) concern about increase in tax and utility bills as a result of new development; *The value of property is set by the BC Assessment Authority. The Village has no part of that process. Taxes are a reflection of the ability of a municipality to cover its operational, administrative and capital costs and needs in each year. Municipalities review proposed tax rates during the budget deliberation process. The tax rate is set to cover the final budget costs. Therefore taxes are not so much an expression of the value of the land as they are a reflection of the municipalities annual budget.*
- b) concern about the size of the small lots; *Its generally accepted that small lots provide for responsible development in municipalities that embrace reductions to its carbon footprint, aspire to "green" development initiatives and are sensitive to best management practices to provide a sustainable operation. The current zoning bylaw allows small lots to be a minimum of 4000 square feet.*
- c) increase in traffic on Pine Avenue would need to be addressed; *Small infill developments do not traditionally represent a significant impact on traffic in any one area. However, a culmination of small infill developments can, over time, create traffic impacts if not considered in advance. The commissioning of a traffic management plan is contemplated in the 2010 budget. It is anticipated that this will provide sufficient detail to ensure that traffic can be managed through and during any development application process.*
- d) is the Village's infrastructure able to handle the increase in development?; *Yes. The new reservoir has sufficient capacity for service to population increases up to 3500 persons. Revisions and future design details for upgrading our waste water treatment plant are in place or will be in place for any future development in the Village.*
- e) concern about impacts on the neighbourhood as a result of an increase in population, density, traffic, and noise; *No one can emphatically suggest that there won't be any impacts from new development. However, keeping all these issues in mind during development proposals and processes, should ensure that they will be addressed. Ideas such as innovative construction practices, layouts addressing sun/sight angles frontages and adequate open spaces, landscaping to mitigate impacts to the environment, habitat*

and human/pedestrian needs are all relevant in today's good planning practices.

- f) question whether the direction in the Neighbourhood Plan is really what the public wants; *no comment or response at staff level.*
- g) concern about loss of tree cover and the aesthetics of new development; *As noted above details of this sort of issue can be dealt with when specific applications for development come forward.*
- h) does the Village have an urban canopy target?; *No specific ideas have been considered at this time. Staff is reviewing other local government's applications in this area and may be able to present a policy position in the near future. However these are details of reviewing specific applications when they come forward.*
- i) since other areas in the Village are slated for development, then this area need not to be the subject of new development; *Developments will occur when the market and economy dictate a return on investment either for a developer or the land owner. In my opinion a Council's responsibility is to consider all factors of servicing, good planning, zoning etc. before making the final political decision.*
- j) the road capacity needs to be studied to determine how much growth could be adequately handled; *as noted above the proposed traffic management plan may help in this area.*
- k) need to consider a low density option (0.5 acre lots) as the Village already has enough high density areas; *This option does meet with the current OCP policies and targets for this area. The lowest density available and recommended by the OCP is what is being proposed – 8 units per acre.*
- l) will Pine Avenue be serviced with municipal water? *Yes eventually; either development driven or municipally generated.*
- m) residential development is better for the area than commercial; *the OCP concurs with this statement;*
- n) *housing density and type in the proposed Plan is complimentary to the surrounding residential areas. This is also the opinion of staff and the Planning consultant in developing this plan.*

One minor textural amendment was made in the bylaw since the public hearing and the 1st reading. A clearer description/definition of the changes to the map is now provided.

BUDGETARY CONSIDERATIONS:

This amendment presents no budgetary issues for the Village.

POLICY CONSIDERATIONS:

As noted, bylaws and bylaw amendments to an OCP requires a resolution of Council.

ALTERNATIVES/OPTIONS:

Staff considers the same alternatives and options as presented by Mr. Rosen in his enclosed report.

Respectfully submitted for your
consideration;



Larry Burk
Chief Administrative Officer

S:\00 Electronic Filing\6400 - 6999 PLANNING & DEVELOPMENT\6520 COMMUNITY PLANNING - Individual Areas\6520-20-01
Neighbourhood Planning Area 1 - Pine Avenue\2010.01.28 Bylaw No. 930 OCP Amendment - Pine Avenue Neighborhood Plan.RC012.doc

TO: LARRY BURK – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN – PLANNING CONSULTANT

RE: OFFICIAL COMMUNITY PLAN BYLAW NO. 930, 2009
NEIGHBOURHOOD PLAN – PINE AVENUE
REPORT ON PUBLIC HEARING

DATE: JANUARY 26, 2010

RECOMMENDATIONS

- 1) **THAT** the report from the Planning Consultant entitled *Amendment to Official Community Plan Bylaw No. 930, 2009 – Neighbourhood Plan – Pine Avenue – Report on Public Hearing* dated 26 January 2010 be received; and
- 2) **THAT** "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009" be read a second, third, and final time.

BACKGROUND

A public hearing was held on 18 January 2010 regarding "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009", a bylaw that would incorporate the Neighbourhood Plan for the Pine Avenue area within the Village's Official Community Plan. A copy of the minutes of the Hearing is attached.

BRIEF SUMMARY OF THE PUBLIC HEARING

The Hearing was attended by property owners from both within and outside of the Plan area. The following is a list of the major themes raised at the Hearing:

- a) concern about increase in tax and utility bills as a result of new development;
- b) concern about the size of the small lots;
- c) increase in traffic on Pine Avenue would need to be addressed;
- d) is the Village's infrastructure able to handle the increase in development?;
- e) concern about impacts on the neighbourhood as a result of an increase in population, density, traffic, and noise;
- f) question whether the direction in the Neighbourhood Plan is really what the public wants;
- g) concern about loss of tree cover and the aesthetics of new development;
- h) does the Village have an urban canopy target?;
- i) since other areas in the Village are slated for development, then this area need not to be the subject of new development;
- j) the road capacity needs to be studied to determine how much growth could be adequately handled;
- k) need to consider a low density option (0.5 acre lots) as the Village already has enough high density areas;
- l) will Pine Avenue be serviced with municipal water?
- m) residential development is better for the area than commercial; and

- n) housing density and type in the proposed Plan is complimentary to the surrounding residential areas.

Based upon the variety of comments provided at the Hearing, it was my sense that the clear majority of people who spoke were not supportive of the proposed Neighbourhood Plan. While infrastructure capacity and taxation issues were raised, it appeared that most people were not supportive of the Plan because they felt it would lead to changes in their neighbourhood that would affect its current character and ambiance and that of the Village as a whole. This type of reaction is not a surprise particularly given that generally people do not like their neighbourhoods to undergo change and secondly that there were not any specific development proposals presented that people could “sink their teeth into.” Of course that comes at the rezoning stage, but as can be expected people typically like to see details before they are receptive to the principal of any changes within their respective neighbourhoods.

COUNCIL OPTIONS

The following options are provided for Council's consideration:

- Option 1: Read "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009" a second, third and final time;
- Option 2: Instruct staff to report back on proposed changes to "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009" as so directed by Council; or
- Option 3: Decide not to proceed any further with "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009".

CONCLUSION

"Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009" provides direction for managing change in the neighbourhood relative to new housing opportunities, while addressing the need for quality design, pedestrian linkages and neighbourhood open space. The Village's Official Community Plan contemplated that these changes would occur over time and stipulated that a Neighbourhood Plan be prepared. Unless Council wants to go in another direction with respect to the land use pattern for the neighbourhood, staying the course and adopting the Neighbourhood Plan would be appropriate.

That being said, it is important to take notice of the concerns of the neighbourhood residents. As the Village receives development proposals, it is important for both the Village and development proponents to engage in meaningful dialogue with the neighbourhood with the intent of addressing various neighbourhood concerns.

Michael Rosen

Attachments:

- 1) *Bylaw 930, 2009*
- 2) *Minutes from Public Hearing – 18 January 2010*



VILLAGE OF HARRISON HOT SPRINGS

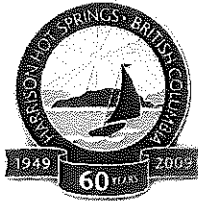
STATEMENT RESPECTING THE COUNCIL'S REASONS FOR ADOPTING A BYLAW NO. 930

Pursuant to section 8(9) of the *Community Charter*, the following is a statement respecting the Council's reasons for adopting Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009.

The Village desires to establish Neighbourhood Plan – Pine Avenue resulting from the policy requirement in section 3.2.3 of the OCP.

Appropriate policies and requirements for amending the OCP per Section 1.5 OCP have been completed.

Therefore, the Council of the Village of Harrison Hot Springs deemed it necessary to implement Bylaw 930 to address this situation.



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 930

A bylaw to amend Village of Harrison Hot Springs Official Community Plan Bylaw No. 864

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to amend the Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, the Official Community Plan Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2007;

AND WHEREAS Village of Harrison Hot Springs Official Community Plan Bylaw No. 864 contemplated that a Neighbourhood Plan would be prepared for Neighbourhood Planning Area 1 – Pine Avenue;

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

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 930, 2009".

II. AMENDMENT

1. That the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, be amended to include the following:
 - a) Schedule 1 – E (Neighbourhood Plan – Pine Avenue) attached to this Bylaw as Schedule "A".
2. That Schedule "A" of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, be amended as follows:
 - a) Add references to Schedule 1 – E (Neighbourhood Plan – Pine Avenue) in Section 1.2; and
 - b) Delete Section 3.2.3 and replace it with the following:

"Consider the potential redevelopment of the lands around Pine Avenue as shown on Figure 1 - **Neighbourhood Planning Area 1**, in accordance with the Neighbourhood Plan – Pine Avenue attached as Schedule 1-E."

3. That Schedule 1 – B of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw No. 864 be amended by removing the purple dotted line and hatching from the Neighborhood Planning area known as the Pine Avenue area and identifying the new **Pine Avenue Neighborhood Plan** area with a black outline; and
4. Deleting the designation of **Low Density Residential** and **Tourist Commercial** land use within the Pine Avenue Neighborhood Plan area and designate the land uses as **Schedule 1-E - Neighbourhood Plan – Pine Avenue**

III. READINGS AND ADOPTION

READ A FIRST TIME THIS 21st DAY OF DECEMBER, 2009

A PUBLIC HEARING WAS HELD ON THE 18th DAY OF JANUARY, 2010

READ A SECOND TIME THIS DAY OF , 2010

READ A THIRD TIME THIS DAY OF , 2010

ADOPTED THIS DAY OF , 2010.

Mayor

Corporate Officer

Schedule "A" to Bylaw 930, 2009
NEIGHBOURHOOD PLAN – PINE AVENUE

December 2009

A. BACKGROUND

The Village's Official Community Plan (OCP) designates the area in the vicinity of Pine Avenue between Hot Springs Road and McCombs Drive as **Neighbourhood Planning Area 1**. Section 3.2.3 of the OCP speaks to **Neighbourhood Planning Area 1** by indicating that the area has the potential to accommodate low density residential land use that would include single family and duplex dwelling units up to a maximum density of 20 units per ha (8 units / acre). **Neighbourhood Planning Area 1** shall now be referred to as **Neighbourhood Plan – Pine Avenue**.

B. PLANNING AREA STATISTICS

The following general information is provided for the planning area:

- 1) Size of Area: 11 ha (27 acres)
- 2) Current Zoning: R-2 (Single Family Residential 2)
C-5 (Tourist Commercial)
- 3) Number of Existing Lots: 34
R-2 – 31 (16 less than 1000 square meters)
C-5 – 3
- 4) Existing Municipal Services: Municipal Water, Sewer, and Drainage
- 5) Potential Developable area: 7.5 ha (18.5 acres)

C. PLANNING CONTEXT AND ISSUES

Neighbourhood Planning Area 1 has been identified in the Official Community Plan as an area that could be redeveloped for low density residential development, particularly the large lots on both sides of Pine Avenue. The OCP considers single family lots not less than 400 square meters (4304 square feet) as well as duplexes as Low Density Residential development. It should be recognized that the existing large lots currently zoned R-2, permit fully serviced single family lots at 697 square meters (7500 square feet).

Policy 3.2.3 also contemplates that the three large C-5 zoned properties along Hot Springs Road within **Neighbourhood Planning Area 1** could be redeveloped for single family residential use.

The challenge for the Village in managing the changes in **Neighbourhood Planning Area 1** is the consideration of the following issues:

- 1) is the infrastructure capable of accommodating an increase in development?;
- 2) how can smaller single family lots (400 square meters) be accommodated in the neighbourhood without unduly impacting upon the existing surrounding neighbourhood, particularly Lakberg Crescent?;
- 3) how can the lands be developed without creating an unpleasant streetscape along Hot Springs Road?;
- 4) what are the important design features for the new housing?; and
- 5) what features can be integrated in the design of the area that would promote sustainability?

D. LAND USE CONCEPT

A number of land use options were considered in the preparation of the **Neighbourhood Plan – Pine Avenue**. They differed with respect to the amount and location of small (400 square meters) and conventional lots (697 square meters), and low density multi family dwellings (townhouses). Only residential uses were considered.

The land use concept for the **Neighbourhood Plan – Pine Avenue** is outlined in **Appendix A**. All land fronting Hot Springs Road has been designated for small lot or multi-family residential development. The remainder of the area where there is an interface with existing single family uses has been designated for conventional single family lots representative of the existing and adjacent R2 zoning. New development on land fronting McCombs Drive remains designated for conventional single family lots as is the land adjacent to the existing single family residential neighbourhoods to the north and east other than along Hot Springs Road.

Based upon an average density of 20 units per hectare (8 units per acre), it is estimated that the maximum number of new dwelling units should not exceed 150 units.

E. POLICY FRAMEWORK

Council will utilize the following policies in guiding the development of land within the planning area:

- 1) Land Use and Density
 - a) The land within the **Neighbourhood Plan – Pine Avenue** shall be developed as a residential neighbourhood. Commercial land uses, in particular tourist commercial uses, are not contemplated.

- b) Within the **Neighbourhood Plan – Pine Avenue**, a mix of single family and multi family forms of residential development may be accommodated based upon the following maximum density limits:
- i) Small residential lot – 400 sq. m. (4306 sq. ft.)
 - ii) Conventional residential lot – 697 sq. m. (7500 sq. ft.)
 - iii) Low density multi family residential – 25 units / ha (10 units / acre).

The maximum density limit of 25 units per ha. for the low density multi family residential development is equivalent to the density of a small residential lot subdivision.

- c) Small lot single family developments and low density multi family housing shall be located along Hot Springs Road. Lot sizes shall increase in proximity to the existing development to the north, east, and south of the neighbourhood.
- d) To facilitate the efficient redevelopment of the lands, assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.
- e) To avoid piecemeal development, rezoning applications shall only be considered for small lot residential subdivision or multi family development on sites greater than 0.4 ha (1 acre).
- f) Individual rezoning applications shall demonstrate the manner in which the proposed development will tie into adjacent lands or proposed development and to the neighbourhood as a whole.
- g) Rezoning applications for new development that would result in affordable housing opportunities for seniors or young families and that would be constructed to a higher than normal standard with green building technology shall be favourably considered.
- h) Secondary suites shall be accommodated within houses on conventional single family lots subject to an amendment to the Zoning Bylaw.

2) Building Design and Landscaping

- a) Upon rezoning, multi family residential development shall be included within Multi Family Residential Development Permit Area No 3 and shall be subject to the applicable guidelines.
- b) Upon rezoning, small lot residential subdivision shall be the subject of development permit guidelines which shall be prepared in conjunction with the rezoning application.

- c) Upon rezoning the Tourist Commercial Development Permit Area shall be deleted.
- d) Landscaping elements shall be incorporated along Hot Springs Road that will create a pleasing gateway into the Village.
- e) Buffers will be required in the form of landscaping along the interface with the surrounding neighborhoods to the north, east and south.

3) Transportation and Access

- a) Pine Avenue shall function as the primary east – west road within the neighbourhood.
- b) No new road connections to the north or south of the neighbourhood are contemplated.
- c) A new public road off Pine Avenue and connecting back to Hot Springs Road will be considered subject to approval of the Ministry of Transportation and meeting safety considerations at the intersection.
- d) Individual driveway access onto Hot Springs Road shall be minimized and eliminated where possible..

4) Parks and Trails

- a) 0.2 ha (0.5 acre) of land, equivalent to 5% of the developable area of the neighbourhood, shall be secured for neighbourhood park purposes.
- b) The neighbourhood park shall be located in the central portion of the neighbourhood and shall be connected to the new residential areas with trails where possible.
- c) The exact location of the proposed neighbourhood park shall be considered at the time of the first rezoning application, however the ultimate decision shall depend upon the amount of land and location that is the subject of the first application.
- d) In cases where the Village determines that park land dedication is not appropriate for a particular application, the Village shall require that the developer pay money in lieu.
- e) Both north - south and east - west trail linkages shall be secured within the neighbourhood providing neighbourhood residents with connections to the neighbourhood park and to the sidewalks along Hot Springs Road and McCombs Drive.

5) Infrastructure

- a) Although Village services are adequate for new development in the planning area, the adequacy of the existing infrastructure to service any new development shall be determined prior to rezoning the lands.
- b) All on site works and upgrading of existing road frontages shall be the responsibility of the developer and shall be secured at the time of rezoning or subdivision.
- c) A comprehensive storm water management plan shall be prepared at time of rezoning or subdivision.

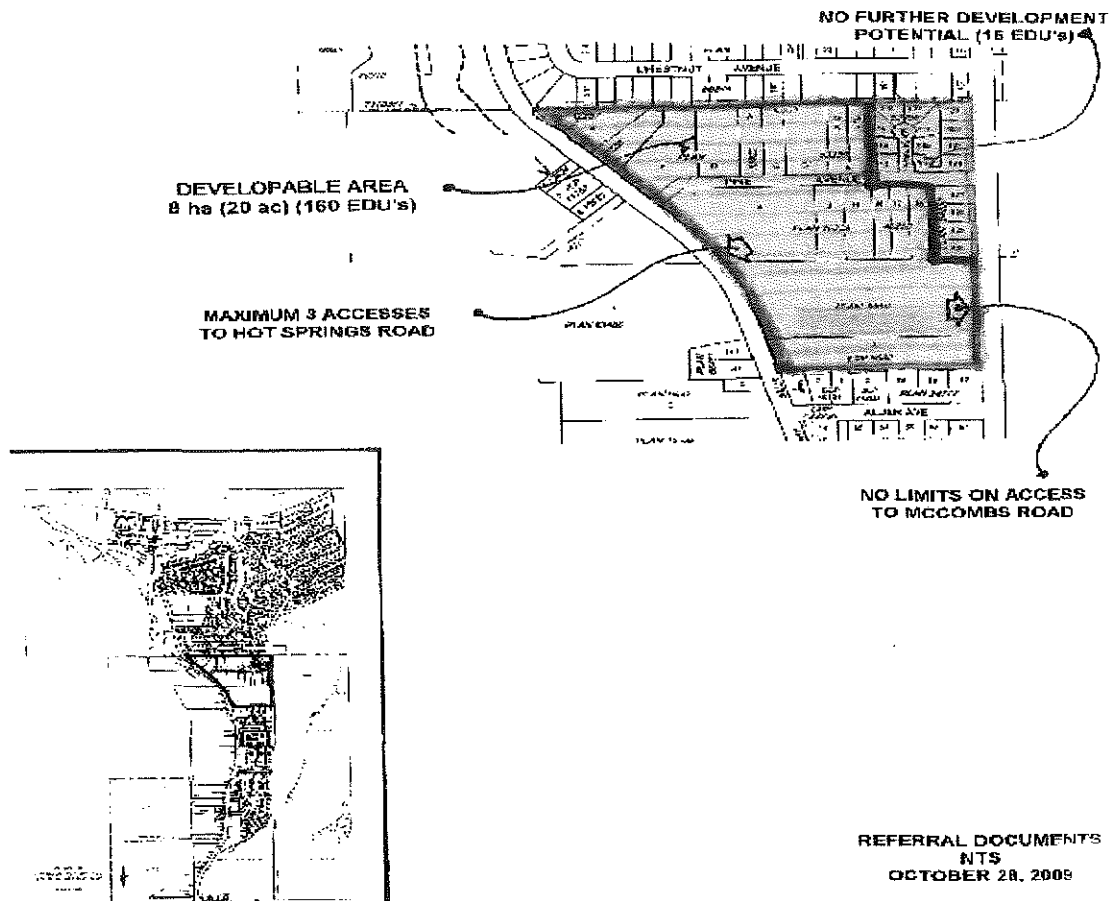
6) Environment

- a) Although there are no significant environmental features within the area, the Village shall encourage developers to retain mature trees where possible subject to the preparation of an arborist report.
- b) Clustering of development and smaller building footprints are encouraged to minimize the creation of impermeable surfaces.
- c) All development shall conform to applicable flood protection requirements.

Appendix A

LAND USE CONCEPT

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





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 931 Water Development Cost Charge Reserve Fund Expenditure Bylaw No. 931, 2010.

Council wishes to extend the Hot Springs Road water main extension works to the end of residential development on McPherson Road. In order to complete these works, it is necessary to approve the expenditure of funds from the Water Development Cost Charge Reserve Fund for services of the proposed works.

Council deems it desirable to expend a portion of the monies set aside under the Water Development Cost Charge Reserve Fund in the amount of \$287,000 for the purpose of improvements to the Village Water System. The work is included in the Development Cost Charge Program.

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. 931**

A bylaw to Being a bylaw of the Village of Harrison Hot Springs authorizing the expenditure of monies in the Water Development Cost Charge Reserve Fund.

WHEREAS there is an unappropriated balance in the Water Development Cost Charge Reserve Fund of Three Hundred Fifty Thousand Nine Hundred Twenty Six (\$350,926) as at November 30, 2009 which amount has been calculated as follows:

Balance in Reserve Fund at November 30, 2009	\$348,355
Add: Interest earnings for current year to date (November 30, 2009)	\$ 2,571
Uncommitted balance in reserve fund at November 30, 2009	\$350,926

AND WHEREAS it is deemed desirable to expend a portion of the monies set aside under the Water Development Cost Charge Reserve Fund for the purpose of improvements to the Village Water System;

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

- a. The sum of Two Hundred Eight Seven Thousand Dollars (\$287,000) is hereby appropriated from the Water Development Cost Charge Reserve Fund to be expended.
- b. The expenditure to be carried out by the monies hereby appropriated may be more particularly specified and authorized by resolution of the Council.
- c. Should any of the above amount remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the Development Cost Charge Reserve Fund for water purposes.

1. **CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Water Development Cost Charge Reserve Fund Expenditure Bylaw No. 931, 2010".

2. **READINGS AND ADOPTION**

READ A FIRST TIME THIS 11th DAY OF JANUARY, 2010

READ A SECOND TIME THIS 11th DAY OF JANUARY, 2010

READ A THIRD TIME THIS 11th DAY OF JANUARY, 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer



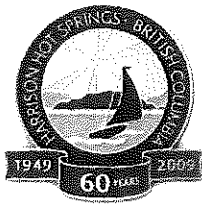
VILLAGE OF HARRISON HOT SPRINGS

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 Bylaw 932, Hot Springs Road and McPherson Road Residential Water Connection Finance Plan Bylaw No. 932, 2010.

Council approved the expenditure of funds to extend the community water system on Hot Springs Road to the end of residential development on McPherson Road. In order for property owners to apply to the new community water system, Council deemed it desirable to offer alternate finance arrangements for the payment of residential water service connection costs to all lands fronting the Hot Springs Road project.

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. 932

A bylaw to provide a financing plan for residential water service connection on Hot Springs Road and McPherson Road

WHEREAS the Village of Harrison Hot Spring has deemed it advisable to establish a bylaw to provide a finance plan for the payment of residential water connection costs to lands fronting Hot Springs Road and McPherson Road.

AND WHEREAS Section 8(3) of the *Community Charter* provides that a Council may, by bylaw, provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization.

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 Hot Springs Road and McPherson Road residential water connection finance plan Bylaw No. 932".

2. DEFINITION

"Finance Plan" means the process in which the cost of the water service connection will be financed through an arrangement as established on the prescribed Water Service Finance Plan Agreement form;

"Hot Springs Road Watermain Project" means the project that supplied, constructed and installed the watermain and appertences on Hot Springs Road between Emerald Avenue and McPherson Road and on McPherson Road between Hot Springs Road and 56 m to the east in the year 2010;

"Water Service Connection" means the 19 mm water service connection from the main line to the property line including meter box, meter setter and meter as necessary;

"Water Service Connection Invoice" means the invoice established for the water service connection.

3. PURPOSE

To provide an option to enable a property owner fronting the Hot Springs Road watermain project to connect to the Village water system by enrolling in a Finance Plan.

4. PROCESS

- (a) The Finance Plan is offered as an alternative to paying full price up front for a water service connection over a period of up to and including 24 months;
- (b) The fixed cost of the water service connection installed with the Hot Springs Road watermain project before February 26, 2010 will be \$1800.00 plus applicable taxes;
- (c) If the water service connection is installed on the Hot Springs Road watermain project after February 26, 2010 the actual cost will be as invoiced by the contractor plus applicable taxes;
- (d) Failure to make the appropriate payment on the prescribed Water Service Finance Plan Agreement form will result in cancellation of the finance plan option and payment of any outstanding balance of the water service connection will be invoiced to the property owner;
- (e) Any outstanding balance of the water service connection invoice not immediately paid pursuant to (d), shall be added to the current property taxes on the lands;
- (f) The finance plan is not transferrable. Any sale of the lands shall include payout of any outstanding balance on the water service connection invoice;
- (g) Prior to approval of any building permit on the lands, any outstanding balance of the water service connection invoice shall be paid in full.

5. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2010

READ A SECOND TIME THIS DAY OF , 2010

READ A THIRD TIME THIS DAY OF , 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer

