



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, June 7, 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

☐ Regular Council Meeting Minutes – May 17, 2010

THAT the minutes of the Regular Council Meeting of May 17, 2010 be adopted.

Item 4.1
Page 1

☐ Special Council Meeting Minutes – June 1, 2010

THAT the minutes of the Special Council Meeting of June 1, 2010 be adopted.

Item 4.2
Page 9

☐ Harrison Lake Harbour Commission Meeting Minutes – January 7, 2010

THAT the minutes of the Harrison Lake Harbour Commission Meeting of January 7, 2010 be received.

Item 4.3
Page 11

☐ Economic Development Commission Meeting Minutes – April 21, 2010

THAT the minutes of the Economic Development Commission Meeting of February 17, 2010 be received.

Item 4.4
Page 17

☐ Parks and Recreation Commission Meeting Minutes – February 23, 2010

THAT the minutes of the Parks and Recreation Commission Meeting of February 23, 2010 be received.

Item 4.5
Page 21

☐ Parks and Recreation Commission Meeting Minutes – March 23, 2010

THAT the minutes of the Parks and Recreation Commission Meeting of March 23, 2010 be received.

Item 4.6
Page 25

☐ Economic Development Commission Meeting Minutes – April 21, 2010

THAT the minutes of the Economic Development Commission Meeting of April 21, 2010 be received.

Item 4.7
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| 5. BUSINESS ARISING FROM THE MINUTES | | |
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| 6. DELEGATIONS AND PETITIONS | | |
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| 7. CORRESPONDENCE | | |
| <input type="checkbox"/> Letter dated May 21, 2010 from Celebrate Canada Program re: funding grant | | Item 7.1 Page 35 |
| <input type="checkbox"/> Letter dated May 28, 2010 from the City of Langley re Medicinal Marijuana and Medicinal Marijuana Dispensary | | Item 7.2 Page 37 |
| <input type="checkbox"/> Memo from Passenger Transportation Board Municipal Advisory re: Taxi and Limousine Rates Update | | Item 7.3 Page 41 |
| 8. BUSINESS ARISING FROM CORRESPONDENCE | | |
| | | |
| 9. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS | | |
| | | |
| 10. REPORTS FROM MAYOR | | |
| K. Becotte – verbal | | |
| 11. REPORTS FROM COUNCILLORS | | |
| D. Harris - verbal D. Kenyon - verbal A. Jackson - verbal B. Perry – verbal | | |
| 12. REPORTS FROM STAFF | | |
| | | |
| <input type="checkbox"/> Executive Hotel – Strata Conversion – May 4, 2010 | Report from T. Tisdale, Interim Chief Administrative Officer – May 4, 2010 Re: Executive Hotel – Strata Conversion Recommendation: THAT Council, after due consideration of the requirements of Section 242 of the Strata Property Act, decline to approve the application from the Executive Hotel for a strata conversion. | Item 12.1 Page 43 |
| <input type="checkbox"/> Cascia Developments – Off-Site Works – Lakehill Villas, 298 Lillooet Street – May 31, 2010 | Report from M. Rosen, Planning Consultant – May 31, 2010 Re: Cascia Developments Off-Site Works – Lakehill Villas, 298 Lillooet Recommendation: | Item 12.2 Page 51 |

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| <p>□ Green Waste Open House – June 1, 2010</p> | <p>THAT the request from Cascia Developments as outlined in the letter dated May 20, 2010 that the Village should rely upon the withholding of an Occupancy Permit as the mechanism to secure the required off-site works be denied; and</p> <p>THAT Cascia Developmetns be informed that Council will require that Cascia Developments arrange for a security deposit for the off-site works in the amount of 125% of the cost estimate, said amount to be deposited with the Village as a condition of the issuance of the Building Permit.</p> <p>Report from A. Isakov, Community and Economic Development Officer – June 1, 2010 Re: Green Waste Open House</p> <p>Recommendation:</p> <p>THAT the Village’s Green Waste Site open until better alternatives are found; and</p> <p>THAT staff be directed to report back with a plan to sustain the Village’s Green Waste Site.</p> | <p>Item 12.3 Page 57</p> |
| <p>□ Harrison Festival of the Arts – Request for Street Closure - June 2, 2010</p> | <p>Report of S. Keim, Accounts Clerk – June 2, 2010 Re: Harrison Festival of the Arts request for street closure July 14, 2010</p> <p>Recommendation:</p> <p>THAT Council approves the closure of a portion of Maple Street between Esplanade and Cedar Avenues from approximately 8:00 a.m. – 5:00 pm on Wednesday, July 14, 2010 for use during Children’s Day in and around Memorial Hall; and</p> <p>THAT Council permit the placement of the Festival Banner at the Plaza provided it is installed in accordance with any direction or requirements of the Public Works Foreman or his designate.</p> | <p>Item 12.4 Page 67</p> |
| <p>□ BC Professional Fire Fighters – Request for Street Closure – June 2, 2010</p> | <p>Report of S. Keim, Accounts Clerk – June 2, 2010 Re: BC Professional Fire Fighters request for street closure – June 27, 2010</p> <p>Recommendation:</p> <p>THAT Council approves the closure of a portion of Esplanade Avenue between Hot Springs Road and east of Maple Street from approximately 2:00 p.m. – 2:30 pm on Sunday, June 27, 2010 to allow for a demonstration by the British Columbia Motorcycle Drill Team; and that between 10:00 am and 4:00 pm, parking areas east of the Plaza be designated for motorcycle parking, and the area west of the Plaza for vintage and custom cars;</p> <p>THAT Council approve a donation of \$500.00 to the British Columbia Professional Fire Fighters’ Burn Fund.</p> | <p>Item 12.5 Page 77</p> |

13. BYLAWS

☐ Proposed Zoning – C-5
Tourist Commercial –
Bylaw No. 941 – June 2,
2010

Report of M. Rosen, Planning Consultant – June 2, 2010

Re: Proposed Zoning of Properties Zoned C-5 Tourist Commercial within
Neighbourhood Planning Area 1 (Pine Avenue)

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Recommendation:

THAT Zoning Bylaw Amendment Bylaw No. 941, 2010 be read a first time;

THAT Zoning Bylaw Amendment Bylaw No. 941, 2010 be read a second
time; and

THAT staff be authorized to schedule a Public Hearing regarding Zoning
Bylaw Amendment Bylaw No. 941, 2010, currently set for June 21, 2010.

14. QUESTIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

15. ADJOURNMENT

4.1

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

DATE: May 17, 2010
TIME: 7:00 p.m.
PLACE: Council Chambers

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

Andre Isakov, Community and Economic Development
Officer
Michael Rosen Planning Consultant
Debra Key, Corporate Officer (Recorder)

ABSENT:

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

Community to Community Forum

Resort Municipality Initiative Forum

3. **APPROVAL OF AGENDA**

Moved by Councillor Jackson

Seconded by Councillor Perry

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. **ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting
Minutes – May 3, 2010

Moved by Councillor Harris

Seconded by Councillor Kenyon

THAT the minutes of the Regular Council Meeting of May 3, 2010 be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
May 17, 2010*

☐ Public Hearing minutes of
OCP Bylaw No. 937, 2010 –
May 3, 2010

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the minutes of the Public Hearing of Official Community Plan Amendment Bylaw No. 937, 2010 of May 3, 2010 be adopted.

**CARRIED
UNANIMOUSLY**

☐ Special Council Meeting
Minutes – May 12, 2010

Moved by Councillor Kenyon
Seconded by Councillor Harris

THAT the minutes of the Special Council Meeting of May 12, 2010 be adopted.

**CARRIED
UNANIMOUSLY**

☐ Harrison Lake Harbour
Commission Meeting
Minutes – March 4, 2010

Moved by Councillor Harris
Seconded by Councillor Kenyon

THAT the minutes of the Harrison Lake Harbour Commission Meeting of March 4, 2010 be received.

**CARRIED
UNANIMOUSLY**

5. **BUSINESS ARISING FROM THE MINUTES**

6. **PUBLIC AND STATUTORY HEARINGS**

None

7. **DELEGATIONS**

None

8. **CORRESPONDENCE**

☐ Letter dated April 24, 2010 from the BC Coalition for Action on Alcohol Reform re support for initiative

☐ Letter dated May 5, 2010 from the District of Maple Ridge re BC Water Act Modernization Discussion Paper

☐ Memorandum dated May 11, 2010 from UBCM re Changes to Liquor Licencing Policy

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

☐ Letter dated April 24, 2010
from the BC Coalition for
Action on Alcohol Reform re
support for initiative

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT a letter of support be forwarded to the BC Coalition for Action on Alcohol Reform.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
May 17, 2010*

☐ Memorandum dated May 11, 2010 from UBCM re Changes to Liquor Licencing Policy

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT a letter of support be sent to UBCM to engage in discussions with the Province outlining concerns and proposed changes to the Liquor Control and Licencing Act.

**CARRIED
UNANIMOUSLY**

☐ Letter dated May 5, 2010 from the District of Maple Ridge re BC Water Act Modernization Discussion Paper

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the letter dated May 5, 2010 from the District of Maple Ridge regarding British Columbia's Water Act Modernization Discussion Paper be referred to staff for a more detailed review and report back to Council.

**CARRIED
UNANIMOUSLY**

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

10.

REPORTS FROM MAYOR

Attended the annual meeting of LMLGA in Harrison on May 13 & 14, 2010. The theme was around sustainability with workshops and discussion groups. There were some keynote addresses from the Premier and other MLAs as well as the leader of the opposition.

The Spirit of BC Committee (Legacies Now) met and has made a decision to keep the initiative going and will meet bi-monthly.

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT a letter of support be sent to the District of Kent to accompany their application for a funding grant to host a Community to Community Forum on June 15, 2010.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
May 17, 2010*

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT Mayor Becotte and Andre Isakov, Community and Economic Development Officer be approved to attend the Resort Municipality Initiative Forum in the Town of Golden June 23 to 25, 2010.

**CARRIED
UNANIMOUSLY**

11. REPORTS FROM COUNCILLORS

- Councillor Harris** May 7, 2010 attended a “Meet and Greet” sponsored by Show Kids You Care program at Kent Elementary and then attended the assembly in gymnasium to present awards for the Book Mark contest.
- May 11, 2010 attended Show Kids You Care meeting at the library to discuss the Little Black Book.
- May 14, 2010 attended a “Meet and Greet” in Harrison. Two awards were handed out for students in Harrison who won the art contest.
- Attended Citizens’ Advisory Committee on May 17, 2010. Met Steve Bryant, Manager to discuss the work release program on the Campbell Lake trail.
- Attended LMLGA on May 13 & 14, 2010.
- May 18, 2010 will be the first meeting for the Canada Day Committee to discuss the Canada Day celebration. We will be sharing celebration with the District of Kent.
- Councillor Kenyon** Attended the LMLGA convention. Congratulations to Granddaughter for singing at the convention. Also attended meeting with Minister Bennett.
- Councillor Jackson** May 4, 2010 attended the Environment meeting to discuss the presentation from the Fraser Health Authority with reference to the West Nile Virus in 2009. 130 birds had been tested negative that had passed away, but one horse in the Okanagan and one horse in Aldergrove tested positive to the West Nile Virus. Testing for the mosquitos will commence shortly.

The FVRD Air Quality Plan should be ready in June.

Waste to Energy is still a big issue.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
May 17, 2010*

Attended the first Neighbourhood Planning Area 2 Focus Group meeting chaired by Michael Rosen.

Attended the LMLGA on May 12 – 14, 2010.

Councillor Perry

Attended Healthy Communities on May 6, 2010 meeting which was well supported with a plan to plot homelessness and to find satisfactory subsidized housing for the homeless.

May 12, 2010 attended LMLGA conference. Received accolades from many visitors. The networking was more intense than in past. Subject of discussion was to recycle and reuse.

May 15, 2010 attended the Clearbrook Library 'Friends of the Library' function representing the upper Fraser Valley.

REPORTS FROM STAFF

□ Executive Hotel – Strata
Conversion – May 4, 2010

Moved by Councillor Jackson
Seconded by Councillor Harris

Report from T. Tisdale, Interim Chief Administrative Officer – May 4, 2010

Re: Executive Hotel – Strata Conversion

THAT the report be postponed to the next council meeting of June 7, 2010.

**CARRIED
UNANIMOUSLY**

□ Closure of Green Waste
Site – May 10, 2010

**Report from A. Isakov, Community and Economic Development
Officer – May 10, 2010**

Re: Questions related to the closure of the Green Waste Site

THAT Council receive further information and public input regarding the Green Waste Site and green waste management via:

- The Community Needs Assessment survey outcomes
- Input from the green waste management “open house” on May 19, 2010

Report received for information and filed.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
May 17, 2010*

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT the green waste site closure be extended to June 30, 2010.

☐ Proposed Zoning Change
of properties zoned C-5
(Tourist Commercial) within
Neighbourhood Planning
Area 1 (Pine Avenue) – May
11, 2010

**CARRIED
UNANIMOUSLY**

Moved by Councillor Jackson
Seconded by Councillor Kenyon

Report from M. Rosen, Planning Consultant – May 11, 2010

Re: Proposed Zoning Change of properties zoned C-5 (Tourist
Commercial) within Neighbourhood Planning Area 1 (Pine Avenue)

THAT pursuant to the Council resolution passed at the meeting on 19
April 2010 to begin the preparation of a bylaw, staff be instructed to:

- a) draft an amendment to the Zoning Bylaw for Council's consideration
of first and second reading at the Council meeting on 7 June 2010 related
to the properties zoned C-5 within Neighbourhood Planning Area 1
along the lines of Option B, that being the creation of a Residential
Reserve zone; and
- b) refer this matter to the Advisory Planning Commission for comment
and a recommendation.

**CARRIED
OPPOSED BY COUNCILLOR HARRIS**

☐ Beach Vending Licence
Application – Chantilly Ice
Cream Cart – May 11, 2010

Moved by Councillor Kenyon
Seconded by Councillor Jackson

Report from P. Parberry, Office Manager – May 11, 2010

Re: Beach Vending Licence Application – Chantilly Ice Cream Cart

THAT Chantilly Ice Cream be granted a Beach Vending Licence subject
to all conditions in Policy 4.15.

**CARRIED
UNANIMOUSLY**

BYLAWS

14.

QUESTIONS FROM THE PUBLIC

A member of the public commented that the proposed zoning change to
the property in Neighbourhood Planning Area 1 is currently under a
Development Permit.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
May 17, 2010*

A member of the public asked if a pancake breakfast is planned for Canada Day.

A member of the public asked if the Community Needs Assessment survey information for the green waste will be available at the forum.

ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the meeting be adjourned at 8:06 p.m.

**CARRIED
UNANIMOUSLY**

Ken Becotte
Mayor

Debra Key
Corporate Officer

4.2

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

DATE: June 1, 2010
TIME: 1:00 p.m.
PLACE: Council Chambers
Harrison Hot Springs, B. C.

IN ATTENDANCE: Mayor K. Becotte
Councillor A. Jackson
Councillor D. Harris
Councillor D. Kenyon
Councillor B. Perry

Ted Tisdale, Chief Administrative Officer
Dale Courtice, Director of Finance
Debra Key, Corporate Officer (Recorder)
Andre Isakov, Community and Economic Development Officer

ABSENT:

1. CALL TO ORDER

Mayor Becotte called the meeting to order at 1:00 p.m.

2. ADOPTION AND RECEIPT OF MINUTES

3. LATE ITEMS

4. CORRESPONDENCE

5. REPORTS FROM STAFF

□ 2009 Financial Statements

The Director of Finance gave a brief summary of the new format of the Financial Statements that were prepared pursuant to the new PSAB guidelines.

Moved by Councillor Kenyon
Seconded by Councillor Jackson

THAT the 2009 Audited Financial Statements be adopted.

**CARRIED
UNANIMOUSLY**

VILLAGE OF HARRISON HOT SPRINGS MINUTES OF THE
SPECIAL COUNCIL MEETING

June 1, 2010

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6. QUESTIONS FROM THE PUBLIC

7. ADJOURNMENT

Moved by Councillor Perry

Seconded by Councillor Kenyon

THAT the meeting be adjourned at 1:20 p.m.

CARRIED

Ken Becotte
Mayor

Debra Key
Corporate Officer

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

DATE: January 7, 2010
TIME: 12 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Chair
Bill Hopkins
Kerry Hilts
Larry Burk, CAO
Darcy Striker

ABSENT: Darcey Kohuch
Scott Stoughton
Tony Nootebos

Recording Secretary, Cindy Richardson

1. CALL TO ORDER

The Chair called the meeting to order at 12:06 p.m.

The Chair introduced David Hampson who would like to join the Commission as a member.

2. LATE ITEMS

- a) 2009 Operations Report of Harrison Hot Springs Boat Launch
- b) Terms of Reference

3. ADOPTION OF MINUTES

☐ Adoption of Minutes

Moved by Darcy Striker
Seconded by Bill Hopkins

THAT the minutes of the Harrison Lake Harbour Commission meeting of November 5, 2009 be adopted.

CARRIED

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING
January 7, 2010
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4. BUSINESS ARISING FROM THE MINUTES

Kerry Hilts requested that the “role of staff” be added to the terms of reference for the Harrison Lake Harbour Commission, stating that staff be present in an advisory capacity only. CAO L. Burk will adjust the TOR for the Harrison Lake Harbour Commission to indicate such. CAO L. Burk provided a brief review of procedures that must be followed by all Committees and Commission for the Village in regards to agenda items, motions on the floor, distribution of correspondence, late items, etc. Any recommendations to Council must be accompanied by a report from the Chair presented by the CAO.

5. DELEGATIONS/PETITIONS

6. CHAIRPERSON REPORT

7. ITEMS FOR DISCUSSION

**☐ Ocean and Coastal
Strategy**

The Commission members reviewed the document provided from UBCM. Members were asked to review the document and bring forward any comments to the Chair or for the next meeting to make appropriate recommendations to Council.

**☐ Fish Habitat
Improvement Plan**

Ken Becotte stated the relevance of this document for the HLHC is in regards to the floating breakwater and future reconstruction in marina areas and outlines ways to improve the fish habitat. A floating breakwater from the light at the north end to Moser’s marina with openings at key spots to improve fish habitats. Concerns of water depth were discussed with a minimum of 10 meters being stated. The document is a vision of Eric White and it was stated that the depth of the area was most likely researched. CAO L. Burk referred to page six of the document first paragraph, stating his sense is this would be part of the business plan to be established. CAO would like this report re-reviewed by DFO or Mr. White to bring the document up to 2010 standards so that plans for the harbor can move along without delay. K. Becotte stated that this plan identifies the floating breakwaters in these marinas and that the document should be updated. K. Hilts stated that the cost of 2.4million was quoted at the time the original document was issued. The document clearly states a one year valid period and an updated document will be necessary. Keeping the reports updated will be necessary to keep the business plan valid.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING
January 7, 2010
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**☐ Breakwater
Reconstruction**

Kerry Hilts stated that the RFP for the breakwater reconstruction, closed with 5 proponents applying. The project will be awarded by the District of Kent at the Monday, January 11, 2010 District of Kent Council meeting. The Village will be onboard for contributions that were previously agreed upon. During the construction some of the marina/waterfront will be site-secured for undisclosed periods of time. The boat launch in Harrison could potentially be used to divert some of launching that usually moves up the lake.

**☐ Lease Agreement
231685 for Water Lot
431**

Application to revise and extend Lease Agreement 231685 for Water Lot 431 (float plane dock)

a. for the purpose of providing, in addition to a float plane dock facility, transient public moorage facility;

b. and to extend the Lease Agreement an additional thirty years.

The Chair discussed redevelopment of the float plane dock to include transient boat moorage. The redevelopment would give easier access to the Village by short-term visitors. Council would need to apply to the ILMB for revision. Presently the lease does not allow the Village to charge for moorage. Float Planes have the right-of-way at this dock and a plan to expand the quantity of moorage on this lease was discussed.

Staff will move forward with the application to the ILMB and report back to the HLHC at the next meeting for further discussion.

**☐ Lease of Water Lot
6719 and extend**

Application to reactivate lease of Water Lot 6719 and extend the west boundary to Water Lot L5744.

a. for the purpose of providing a safe recreational area on the foreshore of Rendall Park between the Harrison Yacht Club and the Boat Launch facility.

b. and to permit the Village of Harrison Hot Springs to establish a safe mooring area within the boundaries of the proposed Water Lot.

The Chair informed the Commission members that there is presently not an active lease and requested that the Village apply to have this lease reactivated and the lease area extended due to the quantity of boats in this area that are nonconforming. It was stated that the Village could generate revenue from buoy placement in this area. This will allow the Village to have more authority to remove boats that are moored on the shoreline.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING
January 7, 2010
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Moved by Bill Hopkins
Seconded by Darcy Striker

THAT the Harrison Lake Harbour Commission recommends to Council that the Village of Harrison Hot Springs renew the lease of Water Lot 6719 and extend the boundaries of this area to meet with Water Lot 5744.

CARRIED

**☐ Replacement and
Renovation of fixed
marker buoys**

The Chair would like fixed marker buoys to run from the hotel dock to the breakwater areas. The buoys need to be moved out further to avoid safety issues with the speed limit visibly placed on the buoys.

Moved by Bill Hopkins
Seconded by Darcy Striker

THAT Council set aside funds in the 2010 budget for the renovation and replacement of speed limit marker buoys in the harbour.

CARRIED

**☐ Harrison Port
Operations**

K. Becotte stated that most of the Village portion of divestiture funds will go to the breakwater. The Village will retain funds to operate as intended as a Commercial Operator Vessel port. Discussion of fees for this area was discussed. The initial rate of \$3/foot with a one year contract will be in place.

**☐ Late Item
2009 Operations
Report-Boat Launch**

This document was distributed for information to the Commission. Members were requested to review the document and report at the next meeting any recommendations to bring before Council. Discussion of the use of private lots for off-site parking was an item that should be expanded upon.

Next meeting to be held March 4, 2010. 12 noon, Council Chambers.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING
January 7, 2010
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8. ADJOURNMENT

Moved by Darcy Striker
Seconded by Bill Hopkins

THAT the meeting be adjourned at 1:11p.m.

CARRIED

Certified a true and correct copy of the minutes
of the Harrison Lake Harbour Commission
meeting held on January 7, 2010 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

Larry Burk (CAO)

Ken Becotte (Chair)

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

DATE: February 17, 2010
TIME: 9:00 a.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE Robert Reyerse, Chair
Phyllis Stenson
Stephanie Key
Karl Dopf
Frank Peters
Fred Gornall
CAO, Larry Burk
Councillor Dave Kenyon
Mayor Ken Becotte
Danny Crowell, Deputy Chair arrived at 9:05

ABSENT:
Recording Secretary, C. Richardson

1. CALL TO ORDER

Chairman Robert Reyerse called the meeting to order at 9:00 a.m.

2. LATE ITEMS

Introduction of new EDO

3. ADOPTION AND RECEIPT OF MINUTES

☐ EDC Minutes
of Jan. 21/10

Moved by Karl Dopf
Seconded by Frank Peters

THAT the minutes of the Economic Development Commission meeting of January 21, 2010 be adopted.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

None

5. DELEGATIONS/PETITIONS

None

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

February 17, 2010

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6. ITEMS FOR DISCUSSION

☐ Village
Update

The Village office is awaiting the Building Permit for Kara's development and anticipates work to commence very soon.

New plans for GOHL's indicated 7 story 56 unit building, more commercial areas and other plan changes were discussed. Removal of the large trees on site was discussed. 2% hotel tax collection was discussed as it is voluntary for non-hotels and well as rental covenants and issues. It is the impression of this office that the developer will walk away from this project if covenants for rentals are put into place as well as the fact the lender will walk away from the project if the hotel aspect is not removed from the plans. There will not be a public hearing for this development to move forward. This topic will be brought before Council on March 1, 2010. The question of the Executive turning into a strata indicated that there would be many hoops to jump through and this is not a possibility at this point. It was noted that the Village is losing a large quantity of room nights due to long term rentals becoming more popular in the Village. Active tourism, more residential stability and other ways of economic growth for the Village was discussed. It was decided to table this item for discussion at the next EDC meeting and to be discussed with the new EDO.

The Village has hired Andre Isakov as the new Economic Development Officer. He is anticipated to begin by March 15, 2010 or earlier. CAO L. Burk thanked Fred Gornall and Karl Dopf for their input and review of the candidate's resumes. CAO L. Burk stated that Mr. Isakov has excellent qualifications, education and work history and will be an asset for to the Village.

The 2010 Budget meeting takes place tomorrow February 18, 2010 at 9:30 a.m. The event coordinator will not have the office space that was originally anticipated. Another office venue will need to be found for this person. Caution to the EDC that Parks and Recreation Commission is responsible for Beach Front Development and EDC input should be passed along to the appropriate parties.

The wayfinding sign BP has been issued.

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

February 17, 2010

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**□ Event
Coordinator-
Priorities 2010**

Phyllis Stenson reported that the Village is still first in the que for this position with the government. April 1st, 2010 is the project start date for this position. A new office space will need to be found.

The job description for this position was distributed to the EDC members for review. Sustainability should be added to the description with a percentage assigned. It was noted that the monies allocated for the position included \$3000.00 for website work. Partnership with Tourism Harrison, the Chamber of Commerce and the Village office was noted. The Chair stated that the primary function for this person would be coordination, providing information and not necessarily responsible for managing events as most larger events should come with their own event manager. The person could potentially become a key part of the team for smaller events held in the Village.

The question of priority of event management, coordination, attraction and sustainability was put forward to the EDC members. It was stated that event management could be more of a problem than an asset and would be considered a low priority. It was agreed by most members that the event attraction priority should be the main priority with event management the last priority for the position. The coordination aspect will vary depending on the event. New attractions will require more hands-on management than existing events. It was suggested that sustainability become part of this list of priorities and that once events are established the event selects their own management team. Event management could potentially decrease the number of volunteers that sign up for events. "Event management" will be dropped from priorities and for certain events a "liaison role" terminology will be added to the description. Attraction of events and sustainability were noted as key responsibilities that need to be priority. Event Priorities: review of the distributed document brought forward ideas for pursuit. The criteria for events include family, economic generator, green and environmentally friendly, sustainable, widely accessible, culturally diverse, seasonal targets and opportunities for off-season activities, anchor and secondary events identification, an event strategy, community impact. It was noted that there are some events that have "adopted" Harrison for their event and some do a lot of promotion while others do nothing in promotion for the community. The event coordinator should be able to involve local businesses with events coming from out of town. Research of the economic impact of the events by the EDO and event coordinator will offer true insight of areas that need to be improved on. The job description does address the issues of accommodations and to incorporate an information package for events. A measurement tool to find out where event economic impact needs to be improved was discussed. It was stated that the job description is very definitive and some priorities may need to be established once the person comes on board.

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

February 17, 2010

PAGE (4)

**☐ Beach Front
Redevelopment**

Review of the map provided by the members of the conceptual plan design a few years ago. Phase 1 & 2 of the plan have been completed as well as quite a bit of work on item 7 (beachfront walkway). The completion of these projects does not have an end date. It was stated that item 3 for event venues would not work and was defended that this plan has room for change and ideas. Outdoor event venues were discussed as well as the lack of outdoor concert venue in the Village. It was stated that an outdoor venue would be a great evening component for the Village, but amenities would need to be on hand and location was a concern. Use of the whole beachfront is the key idea of this plan. The decision that the float plane dock would be a quick economic generator and was selected as the first priority to be addressed. Landscaping work around area 3 will continue, numbers 4,5 & 9 were also stated as priority areas. The new lease at the float plane dock will now incorporate moorage of boats as well as float planes but there are quite a few aspects that need to be addressed before completion. A transient moorage area will generate an economic impact in the Village. There is an opportunity for commercial activity. The new EDO will be part of this project. It was stated that item 9 requires input before development. Use of the lagoon and enhancement of the landscaping was discussed. #10 was addressed as a potentially easy project to complete and child friendly items could be addressed. The future decommission of the public pool and a possible outdoor hot springs source at the lagoon area that could be incorporated with a water park was discussed by members. The Chair would like further discussion within the EDC regarding these issues. Items: transient boat dock, outdoor water park/pool, lagoon landscaping and beach front connection to the art gallery would be considered priority items of the EDC. A summary will be provided to the Parks and Recreation Commission for review.

7.

ADJOURNMENT

Moved by Karl Dopf

Seconded by Stephanie Key

THAT the meeting be adjourned at 10:55 a.m.

CARRIED

Certified a true and correct copy of the minutes of the
Economic Development Commission of February 17,
2010, held in Council Chambers, Village of Harrison
Hot Springs, BC.

Robert Reyerse
Chairman

Larry Burk
CAO

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

DATE: Tuesday, February 23, 2010
TIME: 10:00 a.m.
PLACE: Council Chambers

IN ATTENDANCE:

Dave Harris, Councillor
 Ed Stenson, Chair
 Janne Perrin
 Ken Burningham
 Donna Cooney
 Ruth Altendorf
 Delphine Gornall
 Larry Burk, CAO
 Ken Becotte, Mayor

ABSENT:

Recording Secretary, C. Richardson

1. CALL TO ORDER

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

2. LATE ITEMS

- d) Playground Equipment – Spring Park
- e) Insurance – Hiking Group

Moved by Dave Harris
Seconded by Delphine Gornall

THAT the above late items be added to the February 23, 2010 Parks & Recreation Commission agenda.

CARRIED

3. ADOPTION OF MINUTES

☐ Adoption of Minutes

Moved by Donna Cooney
Seconded by Janne Perrin

THAT the minutes of the January 19, 2010, Parks and Recreation Commission meeting be adopted.

CARRIED

Errors and Omission

None

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
February 23, 2010
PAGE (2)

4. **BUSINESS ARISING FROM THE MINUTES**

None

5. **DELEGATIONS/PETITIONS**

Jeanne Hughes – Fraser Valley Invasive Plant Council

Janne Perrin introduced Ms. Jeanne Hughes of the Fraser Valley Invasive Plant Council who began her presentation for the Parks and Recreation Commission. The presentation touched on information regarding invasive plants within the Fraser Valley and Harrison Hot Springs, growth condition, persistence, integrated pest management, inventory, assessment, control, monitoring, prevention, restoration and education. Invasive Plants regulation/legislation was also discussed. The IPC works with lower mainland prisons and municipalities to establish work programs for weed control. The Commission thanked Jeannie Hughes for her very informative presentation.

6. **ITEMS FOR DISCUSSION**

CAO L. Burk requested that trail priorities be put in a report to be brought to Council for feedback. A brief review of the requirements from the DFO was provided. The Village has received a proposal from the developers to build a trail in the back of the property across from the Village office. Input from the Parks & Recreation Commission regarding the building and design of this trail was requested. This trail is recognized in the OCP as a “gateway” and is located on the east side of the Miami slough. It was requested that the report be submitted as soon as possible for review. A report regarding signage, plaque and trail design for the trail along the 200 block of Miami River Drive was requested from Commission for submission to the Village. The task force will be responsible for preparing this report. Notice to residents of the trail building was discussed, as well as property/trail delineation.

☐ Commission
procedures and
responsibilities

Mayor Becotte provided a review of the structure of Committees and Commission and their relationship with Village as well as policy and procedures pertaining to them. Mayor Becotte will be available as a resource and liaise with Village staff. The question of why a Commission and not a select Committee were raised.

The Chair stated that it would be best for procedures to have the Commission and staff, follow the agenda.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
February 23, 2010
PAGE (3)

☐ **Trails Task Group
Reports**

☐ **Trail work
priorities**

The Commission reviewed the report prepared by the Trails Task Group regarding the east sector and work that needs to be completed. It was noted that passage along the Side Hill trail is being prevented due to the fencing put up by the developer. The idea of getting the trail back for hiking access will require further discussion and negotiation with the property owners and the District of Kent. Mayor Becotte stated that the Village does have a map reserve for crown land on parts of the land in the east sector. It was suggested to the task group to begin developing a detailed plan of trail priorities. The Village can then further investigate possible options. There was discussion of the new works yard blocking the end of Bridal Trail and future access of that trail. This area will be looked at in the future to keep a minimal footprint. It was stated that there will be no intention by Council to block access to the Bridal Trail.

Moved by Dave Harris
Seconded by Donna Cooney

THAT the Trail Task Group report be submitted to Council as a guideline for work needed to be done on the east sector trails and the priority in which it needs to be done and as a guideline for making a request to Corrections Canada for assistance in accomplishing that work.

Carried

☐ **Miami River Trail**

After the last meeting an email was sent out by CAO L. Burk outlining the proposal to Council requesting feedback. This report will be used as feedback and used as a proposal to Council.

Moved by Delphine Gornall
Seconded by Donna Cooney

THAT the report be accepted by the Parks and Recreation Commission and be submitted to Council as a recommendation.

Carried

☐ **Heritage Tree
Proposal amendment**

The amendment to the proposal suggested that a Heritage Tree evaluation program be introduced to compile a list of important trees in the Village. A list of suggested trees was provided by Commissioner Perrin. Review of the list and size specifications was provided.

Councillor Harris stated that this amendment is an amendment to the Village Tree bylaw. The trees on her list would be deemed unable to be removed and could halt development in Harrison Hot Springs as this amendment would pertain to thousands of trees. The Chair suggested that this topic be brought back at the next meeting. Proposal withdrawn.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
February 23, 2010
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☐ **Playground
Equipment – Spring
Park**

Parks & Trails Lead-hand Teresa Baxter will be providing an inventory and report on the playground equipment in the Village. All members were in agreement that Spring Park equipment should be kept in good repair.

☐ **Insurance – Hiking
Group**

The Chair stated that the insurance requirements of the Hiking Group as well as all other groups operating under the P&R umbrella will need to be discussed with staff including the Director of Finance. Mayor Becotte will discuss this further with the Director of Finance. The Chair also will meet with Kerry Hilts of the District of Kent for input.

☐ **Heritage Registry
Proposal**

The Chair reviewed the information package provided by Commissioner Perrin. A Heritage Advisory Committee has already been appointed in the Village. This Committee has not met yet at this point and the current appointees will be reviewed as well new appointees to be selected.

7.
☐ **Adjournment**

ADJOURNMENT

Moved by Dave Harris
Seconded by Ruth Altendorf

THAT the meeting be adjourned at 11:58 a.m.

CARRIED

Certified a true and correct copy of the
minutes of the Parks and Recreation Commission
meeting held on February 23, 2010 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

Larry Burk (CAO)

Ed Stenson(Chair)

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

DATE: Tuesday, March 23, 2010
TIME: 10:00 a.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Mayor
Andre Isakov, CEDO
Janne Perrin
Ken Burningham
Donna Cooney
Delphine Gornall
Ed Stenson, Chair

ABSENT: Larry Burk, CAO
Ruth Altendorf
Dave Harris, Councillor

Recording Secretary, C. Richardson

1. CALL TO ORDER

The Chair called the meeting to order at 10:01 a.m.

The newly appointed Community Economic Development Officer, Andre Isakov introduced himself to the Parks and Recreation Commission members.

2. LATE ITEMS

Experience the Fraser – Fraser Valley Regional District: Progress Report

Verbal Report from Community Economic Development Officer – Andre Isakov

3. ADOPTION OF MINUTES

☐ Adoption of Minutes

Moved by Donna Cooney
Seconded by Janne Perrin

THAT the minutes of the February 23, 2010, Parks and Recreation Commission meeting be adopted.

CARRIED

Errors and Omission

Item 6 page 3 Beaver Pond trail is not being prevented by fencing put up by the developer, it is the Side Hill trail.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
March 23, 2010
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4. BUSINESS ARISING FROM THE MINUTES

Commissioner Perrin sent a follow up thank you note via email to Jeannie Hughes for her presentation regarding invasive plants at the February Parks and Recreation Commission meeting. An invitation to attend the Invasive Alien Plant Program Workshop on Tuesday May 4th, 2010 was extended to Commissioner Perrin. It was noted that a member from Village staff may also attend this workshop.

The Trail Signage report was submitted to staff and feedback has yet to be received. The Chair stated that the commission will wait for direction from staff and suggested that the Task Group report back with a course of action. It was requested that the Task Group bring back more signage examples for future action.

Commission members requested clarification of the Map Reserve that was referred to at the February Parks and Recreation Commission. Mayor Becotte provided clarification on this issue for the Commission members and noted the benefits of these lands being included in the map reserve. There was again discussion of the breakdown of the east sector lands and how much land can actually be developed in this area. Language of the OCP was discussed.

5. DELEGATIONS/PETITIONS

None

6. CORRESPONDENCE

Letter dated February 27, 2010 from BC Hydro re: Earth Hour, March 27, 2010. The Mayor asked that the P & R Commission spread the word regarding Earth Hour in the Community. CEDO stated that in the future it may be a benefit to host a community celebration for earth hour.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
March 23, 2010
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7. ITEMS FOR DISCUSSION

- ☐ **Trails Task Group** The Chair thanked the task group for the thorough report. There was discussion of development of the trail across from the Village Office heading north. Extension of the trail to reach the Rainbow's End campground was discussed.

Moved by Ken Burningham
Seconded by Janne Perrin

THAT the Parks and Recreation Commission accept the trail report prepared by the Trails Task Group with the addition of the 12th recommendation that the trail extend the entire length of the property and;

THAT the report be referred to administration for consideration.

CARRIED

- ☐ **TD Green Street Program** The Mayor informed the Commission of this program that is now active and the possibility of the Commission delving deeper into this topic. CEDO informed the Commission that this is a fund matching program and he will further investigate this item.

- ☐ **Tree Protection Bylaw** The Chair questioned if the Tree Protection Bylaw is something that the Commission should be committed to and is it what Council and the Village have in place. Is it the most effective use of time for the Commission to touch on these issues and how does it apply to the Parks & Recreation mandate? The Mayor suggested that the report be referred to Council through the Commission. The Chair requested a copy of the Tree Bylaw be distributed to the Commission members for review. This item will be brought back to the next Parks and Recreation meeting. It was also requested that the agenda packages be sent electronically to the Commission members.

- ☐ **Experience the Fraser – Progress Report** Mayor Becotte discussed this item which is a joint project between Metro Vancouver and the Fraser Valley Regional District. He has requested Harrison's involvement with this project which includes trail ways and blue ways (river and other water ways). The trails which connect as rudimentary trails through the Village areas should be brought to attention. Trails from Harrison Mills to Harrison Hot Springs were discussed as well as the topic of public right of way on the dyking system. The Mayor will keep the Commission informed as to progress with this item and may request assistance from the Commission in the future. Future special events involving hiking trail

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING
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in the Village were discussed.

☐ Verbal Report from
CEDO re: Canada
Cultural Spaces
Fund

CEDO Andre Isakov informed the Commission of the Canada Cultural Spaces grant which is a 50-50 matching grant. This grant could apply to the work proposed for Memorial Hall. Funding exists things such as multi-media equipment, lighting and stage equipment and other items.

☐ Verbal Report from
CEDO –
Environmental
Damages Fund

CEDO Andre Isakov informed the commission of the Environmental Damages Fund which is levied from local polluters and put back into effective communities. At present \$14,000 exists in this fund which would be available to groups such as Streamkeepers among others. The deadline for application is March 31, 2010. It was noted by Commissioner Perrin that the Streamkeepers are trying to decide which projects to work on in conjunction with projects supported by the Village. A. Isakov stated that he will meet with the leadhand regarding projects currently underway by the Village. Commissioner Perrin stated that she will consult with members of the Streamkeepers for input. The Mayor suggested that the CEDO, Commissioner Perrin and leadhand Teresa Baxter confer on this item.

It was noted that the Beavers are back in the Miami River and along the Tallgrass Trail.

The ability to advertise events on the website was discussed for groups such as the Hiking group and the Choir. Mayor Becotte stated that he will discuss this item with Village staff. The question of funding from the Commission for website work in the future with the Coral Festival and publicity was raised. CEDO Andre Isakov agreed to be the staff contact for this item.

8.
☐ Adjournment

ADJOURNMENT

Moved by Donna Cooney
Seconded by Janne Perrin

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

CARRIED

Certified a true and correct copy of the
minutes of the Parks and Recreation Commission
meeting held on March 23, 2010 in
Council Chambers, Village of Harrison Hot
Springs, B.C.

Ed Stenson(Chair)

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

DATE: April 21, 2010
TIME: 1:00 p.m.
PLACE: Council Chambers, Harrison Hot Springs, B. C.

IN ATTENDANCE Robert Reyerse, Chair
 Councillor Dave Kenyon
 Phyllis Stenson
 Stephanie Key (arrived at 9:24)
 Karl Dopf
 Frank Peters
 CEDO, Andre Isakov

ABSENT: Mayor Ken Becotte
 Danny Crowell, Deputy Chair
 Fred Gornall

Recording Secretary, C. Richardson

1. CALL TO ORDER

The Chair called the meeting to order at 9:04 am.

2. LATE ITEMS

g. advertising
 h. resort municipality revenue sharing-Memorial Hall

3. ADOPTION AND RECEIPT OF MINUTES

☐ EDC Minutes
 of Mar. 17/10

Moved by Phyllis Stenson
Seconded by Karl Dopf

THAT the minutes of the Economic Development Commission meeting of March 17, 2010 be adopted.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

None

5. DELEGATIONS/PETITIONS

None

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

April 21, 2010

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6. ITEMS FOR DISCUSSION

**☐ Village
Update – CEDO**

CEDO Andre Isakov updated the EDC on the Filming Policy and contact that he has made with the BC Film Commission and Fraser Valley Film Commission. A photographer will be sent to the area to photograph potential usable locations. Policies still are being worked on and will be presented to Council and the EDC when completed.

**☐ Event
Coordinator
Update**

Phyllis Stenson updated the EDC that the funding grant has been approved for the event coordinator position with the start date of May 3, 2010. Darlene McLeod has been awarded the position and has a significant amount of experience that she brings with her to the position. All the budget items that were requested for the position have been granted. The temporary office space she will be starting out of is in the trailer at the Village office and a permanent spot will still be sought after. The \$10,000 seed money by the Village will still be provided. The structure of the position will be looked at once the position begins. Phyllis will ask Ms. McLeod to attend the next EDC meeting.

**☐ Vision
Statement
Review**

Addressed in the SWOT analysis.

**☐ Tourism –
Residential
issues &
sustainability**

Addressed in the SWOT analysis.

☐ Advertising

Councillor Kenyon suggested to the EDC fundraising through advertising may be an option to consider. The possibility of advertising local businesses on the Village vehicles was discussed. CEDO stated that corporate advertising should be further investigated as there is lots of potential and possibilities to generate income. The feasibility should be considered. The Chair discussed other options that could be pursued in generating other advertising methods. A policy would be required for this type of advertising. The members discussed property and locations of possible advertising. Members discussed the playground and possible sponsorship and advertising with such an upgrade. CEDO would like this made into a goal of the economic action plan. Development of a strategy and policy would be the first step. CEDO A. Isakov will report back to the EDC.

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

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**☐ Resort
Municipality
Revenue
Sharing**

CAO Ted Tisdale reported that Mayor Becotte is requesting support from the EDC to apply \$200,000 from the Resort Municipality Revenue Sharing funds for renovations to Memorial Hall. The community wants Memorial Hall to become a high priority. Memorial Hall and the tourism impact this venue has on the community was discussed. It was stated that the economic spinoff of events held is very important to the Village.

Moved by Frank Peters

Seconded by Karl Dopf

THAT the EDC write a letter of support for Council's intention to invest \$200,000 from the Resort Municipalities Revenue Sharing program for the renovations of Memorial Hall.

CARRIED

**☐ SWOT
Analysis –
CEDO Andre
Isakov**

CEDO discussed the package provided to the EDC members regarding the Community Economic Development Action Plan. The Community Needs Assessment is still in the process of reviewing the returned surveys and the CEDO will be involved with the next step in this process. The plan for the document is to provide guiding principals, goals, strategies, responsibilities, timelines and costs. The CEDO requested that the EDC members review the Guiding Principles for Community Economic Development and provide feedback on any ideas members may have. EDC goals will fall into the framework of the document.

CEDO reported that he has begun work on a Community Profile and requested the Village follow the example of the report compiled by the City of Abbotsford. A review of the Community Profile documents provided to the EDC members encompassed topics such as population, building, labour force, education and incomes. It was noted the Chamber of Commerce projection for growth was slightly higher than the projection in the OCP. Business Licences stats will be reviewed. Growth of business assessments would also be an area to look at.

SWOT Analysis

Strengths – Natural Location, Lake, Beach and the Hot Springs

Proximity to Metro Vancouver

Backcountry recreation

Provincial Parks

The Resort

Neighbouring tourism products such as Circle Farm Tour, Minter Gardens, etc

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

April 21, 2010

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Village Atmosphere
Arts and Cultural – Major Festivals
Quality Events
Revenue Sharing Funds
Tourism Harrison location marketing
Sense of Community and friendliness of the residents
Social opportunities
Family destination
Ethnically diverse visitors
Long-stay/day tripper visitors
Tour bus operators
Advertising in foreign markets

Weaknesses
Hot Springs building (public pool)
Expectation for public access to natural springs
Caliber of business operators
Seasonality of the Village
Land Value

Opportunities
Relationship with First Nations
Cottage residents
Recovering economy
Foreign markets
Olympic spinoff
Development of a new public hot springs pool
Advertising and Marketing strategy
Waterfront strategy
Retention of Municipal property for Tourism and events
Multi-purpose civic space
Events Plan
Trail System Development
Eco Tours & Soft Adventure
Revitalization project
Boardwalk to Art Gallery
Supportive Grants
Development of Branding and Marketing
Aboriginal Tourism
Sasquatch Days – Canoe Race circuit
Extension of the Float Plane dock, connections with Vancouver
Target businesses

A full list of discussed items will be distributed to the EDC members.

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

April 21, 2010

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CEDO discussed the grants available from Community Futures for alternative energy and the possibility of becoming the first Wi-Fi town, i-pod application. Discussion of maintenance costs and tracking by the EDC members. New development and geothermal energy. Branding will involve the community as a whole. Consideration of an aging population in the Village. Focus to complete the document by mid-July was requested by the CEDO.

□ Next Steps

A rough proposal will be developed from the discussion today and will be sent to members of the EDC. A list of strategies, tangible action items, goals will be provided at the next meeting.
Meet the new event coordinator

Next meeting to be held on May 19, 2010 at 1:00 p.m.

7.

ADJOURNMENT

Moved by Frank Peters

Seconded by Karl Dopf

THAT the meeting be adjourned at 11:08 am.

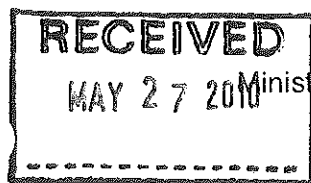
CARRIED

Certified a true and correct copy of the minutes of the
Economic Development Commission of April 21,
2010, held in Council Chambers, Village of Harrison
Hot Springs, BC.

Robert Reyerse
Chairman

Cindy Richardson
Recording Secretary

7.1



Minister of Canadian Heritage
and Official Languages

Ottawa, Canada K1A 0M5

| | |
|--|---|
| FILE # | Ministre du Patrimoine canadien |
| MAY 27 2010 | et des Langues officielles |
| <input checked="" type="checkbox"/> CAO | <input type="checkbox"/> ACCTS |
| <input type="checkbox"/> DCAO | <input type="checkbox"/> P/R |
| <input type="checkbox"/> DIR F | <input type="checkbox"/> ADMIN |
| <input type="checkbox"/> SUP P/W | <input checked="" type="checkbox"/> B/L ENF |
| <input type="checkbox"/> PAYROLL/TAX | <input checked="" type="checkbox"/> MAYOR |
| ITEM A B C | <input checked="" type="checkbox"/> COUNCIL |
| COUNCIL AGENDA | |
| DATE June 7/10 | |
| INITIAL <i>DM</i> | |
| (ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY) | |

MAY 21 2010

Mr. Dave Harris
Councillor
VILLAGE HARRISON HOT SPRINGS
495 Hot Springs Road
Post Office Box 160
Harrison Hot Springs, British Columbia
V0M 1K0

Dear Mr. Harris:

I would like to inform you that I have approved a grant in the amount of \$1,200.00 for your organization's project under the Celebrate Canada Program.

A cheque will be sent to you under separate cover. Please note that any payment is subject to the appropriation of funds by Parliament and to the budget levels of the Program.

In disbursing these funds, I am confident that you and your organization will encourage Canadians to celebrate their symbols, values, heritage and cultural diversity. I would ask, therefore, that every effort be made to ensure that the Canadian flag is displayed proudly during your events.

Following the completion of your activity, you will be required to complete the attached Final Activity Report and return it to the attention of Nicole Laplante, at the Department of Canadian Heritage by August 31, 2010.

I congratulate your organization on its project and extend my best wishes for the success of your celebrations.

Sincerely,

The Honourable James Moore, P.C., M.P.

Encl.



OFFICE OF THE MAYOR

City Hall - 20399 Douglas Crescent, Langley, BC Canada V3A 4B3
Telephone: 604-514-2801 Fax: 604-514-2838

May 28, 2010

Mr. Mark Warawa
Member of Parliament - Langley
#101 - 6830 216th Street
Langley, BC V0X 1T0

Dear Mark:

Re: Medicinal Marijuana and Medicinal Marijuana Dispensary

I would like to draw your attention to a serious issue facing local government related to medicinal marijuana and marijuana sales outlet for medicinal purposes.

As you are aware, Health Canada is the only organization that can legally supply marijuana seeds and dried marijuana for medicinal purposes. The holders of a production licence can produce marijuana for a maximum of two individuals who have authorization from Health Canada to possess marijuana for medicinal purposes. In addition, the maximum number of production licences, either personal-use or designated-person, at one site is four.

In order to be legally authorized to possess marijuana for medicinal purposes, a person must apply to Health Canada under the Marijuana Medical Access Regulations (MMAR). Once authorized, there are three options for obtaining a legal supply of dried marijuana: access Health Canada's supply of dried marijuana; obtain a license from Health Canada to produce for oneself; or obtain a licence from Health Canada to designate someone to produce on one's behalf.

We are concerned with the lack of enforcement by Health Canada to ensure that the licence holder does not produce or possess the maximum amount of marijuana at any one time. We are extremely concerned that there is a lack of regulation by Health Canada to ensure that the medicinal marijuana growing operation and facility complies with local building, electrical and plumbing codes to ensure public safety. There is also a lack of transparency with respect to Health Canada not disclosing to our local police force the location of medicinal marijuana growing operations and the list of licenced growers in our community.

We understand that Health Canada does not license organizations such as "compassion clubs" to possess, produce, or distribute marijuana for medicinal purposes. We further understand that there is no legal mechanism under the MMAR to have excess marijuana from licensed growers sent to a dispensary to be sold to others. However, I want to make you aware that there have been two recent openings of marijuana sales outlets for medicinal purposes in Oceanside and Maple Ridge. It is our understanding that "compassion clubs" in British Columbia will sell medicinal marijuana to an individual who is a member of the club, one who holds MMAR permission to possess medicinal marijuana and one who possesses a certification by a medical practitioner that this individual shall have access to medicinal marijuana. We believe that this act is contrary to MMAR and it appears that the "compassion clubs" are circumventing MMAR. How can we be assured that the "compassion clubs" do not distribute or sell marijuana to more than two (2) persons? If "compassion clubs" sell medicinal marijuana to individuals other than the licenced users, this act is considered trafficking a controlled substance and the responsibility has now fallen to local government and law enforcement agencies to deal with this problem.

As you know, the Federal Government amended the MMAR, due to a court ruling in 2009 related to establishing appropriate monitoring and enforcement mechanisms in relation to compassion clubs, to allow for a designated person to produce for up to two holders and to allow for a maximum number of production licences at one site to four. As you can imagine, the production of medicinal marijuana has the potential to become a large scale grow-operation with the same safety issues and concerns as illegal grow-operations. We are aware that medicinal marijuana grow-operations are now subject to the threat of 'grow-rips' and this has created a whole new set of problems for local governments and law enforcement agencies.

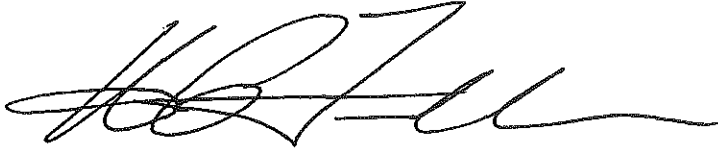
Therefore, we strongly urge Health Canada to tighten MMAR to control medicinal marijuana grow operation facilities and the distribution of medicinal marijuana through "compassion clubs." Further, we encourage that appropriate enforcement action be taken should the licenced growers fail to meet MMAR.

The better solution is for Health Canada's regulated contractors (e.g. Prairie Plant Systems Inc.) to produce medicinal marijuana for all licenced users across the country, thereby eliminating the licenced growers, and for the Federal Government to enact legislation for the sale of medicinal marijuana through licenced pharmacies. We believe this solution will address many of the issues facing local government and law enforcement agencies across the country with respect to the production of medicinal marijuana by licenced growers and the dispensing of medicinal marijuana by "compassion clubs."

Thank you for your interest in this issue, which is of significant importance to local governments and law enforcement agencies. We would welcome the opportunity to address this issue with you and the Minister of Health at your earliest convenience.



Yours truly,
CITY OF LANGLEY



H. Peter Fassbender
Mayor

cc: Hon. Leona Aglukkaq, Minister of Health
Hon. Vic Toews, Minister of Public Safety
Mayor Basil Stewart, President, FCM
UBCM Municipalities
Langley City Councillors
Francis Cheung, P. Eng., Chief Administrative Officer
Derek Cooke, OIC – Langley RCMP Detachment



RECEIVED

JUN - 2 2010

7.3

Passenger

TRANSPORTATION BOARD 202-940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T5

Pages: 2 (including cover) Date: June 2, 2010

To: Chief Administrative Officers
c/o Union of BC Municipalities

Fax: _____

Re: Taxi and Limousine Rates Update

From: Michael McGee
Manager, Policy and Communications
Passenger Transportation Board
Telephone: (250) 953-3783
Fax: (250) 953-3788

Note: *No further copies of this fax transmittal will be mailed to you.*

Message:

A one-page municipal advisory is attached. This is for local governments in BC, including Regional Districts. The advisory is provided for information only.

| FILE # | DATE |
|--|---|
| 8310-01 | JUN 03 2010 |
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| ITEM | B C |
| COUNCIL AGENDA | |
| DATE | June 1/10 |
| | INITIAL <input type="checkbox"/> |
| (ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY) | |

This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential or exempt from disclosure. If the reader of this message is not the intended recipient or an employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you receive this communication in error, please notify the Passenger Transportation Board immediately by telephone and return the original message to us by mail.

Date

June 2, 2010

Attention

Chief Administrative Officer

Taxi and Limousine Rates Update

HST

As of July 1, 2010, passengers will pay more for a taxi or limousine trip in British Columbia. This is because the 5% Goods and Services Tax (GST) that applies to these trips is being replaced with a 12% Harmonized Sales Tax (HST).

Taxi fares include rates that are approved by the Board and taxes that are set by government. The government tax changes mean that taxi companies must re-program their taxi meters on July 1, 2010. Taxi companies in BC have received, or will soon receive, rate sheets that reflect the tax changes.

For companies that do not have metered rates, taxes get added to the Board-approved rates. Therefore, there is no need for the Board to update the rate sheets for these operators. All operators are responsible for charging and remitting applicable taxes.

Taxi Cost Index (TCI)

The Board is not increasing taxi rates this year. The Board reviewed TCI data for the 2009 calendar year. Overall taxi costs dropped 1.92%. The main reason is lower fuel prices in 2009. The Board will deduct the 1.92% from the next TCI increase. The Board uses TCI as a tool to assess rate increases based on objective measures of taxi operating costs.

Local Governments

This update is provided for information only.

If more information is needed, please contact Michael McGee, Manager, Policy and Communications, at ptboard@gov.bc.ca or 250-953-3777.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** 04 May 2010
FROM: Ted Tisdale, **FILE:** 3320-20
Interim Chief Administrative Officer
SUBJECT: Executive Hotel – Strata Conversion

ISSUE:

The Executive Hotel has requested Council's consideration to approve a Strata Conversion of 88 hotel rooms.

BACKGROUND:

The Executive Hotel initially made an application to convert the hotel into a "Strata Hotel" in April 2008.

In June 2008, Council passed a resolution of non-support to the conversion of the Executive Hotel. Again in January 2009 the Executive Hotel submitted an application for strata conversion.

In October 2009 the Chief Administrative Officer requested that the Executive Hotel provide reports assessing the capability and compliance to Health and Safety issues and Village Bylaws.

November 2009, the Chief Administrative Officer provided a report to Council with a recommendation that staff prepare a certification of approval under the *Strata Property Act* subject to receiving confirmation as to the expected life of the building, projected maintenance costs, compliance to applicable codes, current Zoning Bylaw and Development Permit and guidelines. Council subsequently referred the matter to the Committee of the Whole.

The owner appeared as delegate at the November 2009 Committee of the Whole, and requested Council's approval in reference to the conversion. Council declined to provide approval in principle and directed the owner to work with staff to address the

issues associated with the proposed strata conversion. The owner was advised that Council would subsequently consider the recommendation in the staff report.

The owner retained SAAR architect to coordinate a review of the Hotel with the intent to determine if it would satisfy the conditions of the *Strata Property Act*.

The review of the Hotel indicated that improvements would be required under part 3 and 9 of the Building Code, although they were not quantified at this time.

In addition the architect determined that the building does not meet current Bylaw requirements. Specifically the floor area ratio (density) is 3.26 where the maximum allowance is 1.5; secondly the second storey setbacks are not met: 3.6 meters are required above the first floor; and thirdly parking requirements are not satisfied, it requires 100 stalls but currently only 62 are provided.

Under the Property Strata Act Section 242 Council is the approving authority for strata conversion, and must consider the following:

1. The priority of rental accommodation over privately owned housing in the area.
2. Relocation of occupants
3. The life expectancy of the building
4. Projected major increases in maintenance costs
5. Other matters it considers relevant.

Section 242(5) of the *Strata Property Act* states "the approving authority must not approve a strata plan unless the building subsequently complies with (a) the Bylaws of the municipality... and the (b) British Columbia Building Code..."

In consultation with the Planning Consultant it was determined, in view of the foregoing, it appears that the Executive Hotel strata conversion would not substantially comply with Village Bylaws. The report from SAAR Architects is attached.

Mr. Malik is of the opinion that he has been encouraged by the previous 3 Chief Administrative Officers and considered he had their support. A review of the file indicated that their recommendation for approval of the strata conversion was subject to specific conditions. Council as the approving authority not only refused to endorse the application in 2008, but denied approval in principle in 2009.


OPTIONS:

1. Council can deny the application on the basis that the strata conversion does not substantially comply with the Village Bylaws.
2. Defer taking action and direct staff to bring forward the necessary Bylaw amendments and subsequently approve the application.

RECOMMENDATION:

THAT Council, after due consideration of the requirements of Section 242 of the *Strata Property Act*, decline to approve the application from the Executive Hotel for a strata conversion.

Respectfully submitted for your
consideration;

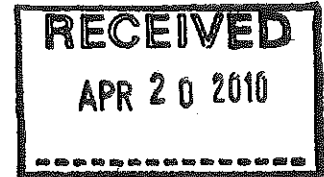


Ted Tisdale
Interim Chief Administrative Officer

S:\00 Electronic Filing\3000 - 3699 LAND ADMINISTRATION\3320 SUB DIVISION & SUB DIVISION
CONTROL\2010.05.04 - Executive Hotel - Strata Conversion.doc

19 April 2010

Mr. Malik
c/o Papillon Eastern Imports Ltd.
Suite 402 - 1028 Hamilton Street
Vancouver BC V6B 2R9



Dear Mr. Malik:

re Executive Hotel
174 Lillooet Avenue
Harrison Hot Springs

You engaged us to coordinate an analysis of the current condition of the hotel with respect to assessments requested by the Village of Harrison Hot Springs in conjunction with your application to gain approval to convert the building into a strata corporation under the Strata Property Act of British Columbia. Four types of assessment have been done:

1. Conformance to current Village of Harrison Hot Springs Zoning, OCP and Design Guidelines.
2. Conformance to Part 4 of the current BC Building Code relating to structural design.
3. Conformance to Part 3 of the current BC Building Code relating to life safety and disabled accessibility.
4. Condition of the existing building envelope.

Conformance to current Village of Harrison Hot Springs Zoning, OCP and Design Guidelines

We undertook a review of the current zoning and planning documents provided by the Village on their website.

The hotel was originally designed to Zoning Bylaw 587-1993, OCP Bylaw 622-1994 and Parking and Loading Bylaw 587-1993. All these bylaws have been revised since.

The hotel appears to conform to the current zoning requirements except for the following items:

- FAR is exceeded: maximum allowed is 1.5; actual is 3.26
- second storey setbacks are exceeded: 3.6 M. required above first storey at the front and interior sides; no actual setbacks provided.
- parking requirement not met: approximately 100 stalls required under the new bylaw; 62 provided

The hotel does conform to many of the OCP and Design Guideline recommendations, but not to all, notably the upper floor setbacks. The hotel is built almost to all propertylines, making changes to its massing impractical. There is some opportunity to change the facade treatment but this is also limited by the proximity of the propertylines to the existing faces. Unless easements are provided, any new facings could not project over the propertylines. Repainting the building would be the most practical and cost-effective way of upgrading its appearance.

Conformance to Part 4 of the current BC Building Code relating to structural design.

PJB Engineering Ltd. were engaged to do this assessment. I refer you to their report dated 26 February 2010 attached and specifically the Conclusion on the second page. They advise that the building appears to be in conformance with the current code with respect to the structural design except for seismic provisions. The building code has upgraded seismic requirements since 1992. PJB advises that upgrading to current code would require additional plywood to the corridor shear walls on Levels 2 to 4 of the building.

Conformance to Part 3 of the current BC Building Code relating to life safety and disabled accessibility

Pioneer Engineering Consultants Ltd. were engaged for this work. Their report dated 16 April 2010 is attached. I refer you to Page 31 of the report and Sections 11, 12 and 13 which summarize the state of compliance and work required for compliance. This list consists of relatively minor items which require correction, maintenance, upgrading or further review. Note that while we were previously advised by Pioneer that additional standpipes would be required, they have since rescinded their preliminary conclusion in this regard.

Condition of the existing building envelope.

This review was undertaken by Spratt Emanuel who were the original building envelope consultants for the project when it was originally built in 1997. I refer you to page 11 of the report and specifically to Section 6 for Conclusions and Recommendations. Spratt

Emanuel preface their list of items by noting that while the building is in need of repair and maintenance it "...is in relatively good condition in comparison with other similarly aged buildings." They suggest replacing or repairing the granite tile, recaulking joints, resealing the stucco as well as doing various repairs.

I trust that this satisfies the requirements of the Village for information about the building and is sufficient for you to proceed with the process of turning this property into a strata corporation. Please advise if any clarification is required or if anything further is needed

sincerely,

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

Matti Saar
MAIBC, MRAIC
M. Saar Architecture

12009

Date: 10-May-2010 TITLE SEARCH PRINT Time: 08:27:23
Requestor: (PB53475) VILLAGE OF HARRISON HOT SPRINGS Page 001 of 002
Folio: 164052298 TITLE - BK31912

[illegible]

APPLICATION FOR REGISTRATION RECEIVED ON: 01 FEBRUARY, 1996
ENTERED: 13 FEBRUARY, 1996

REGISTERED OWNER IN FEE SIMPLE:
KHALSA DEVELOPMENTS LTD., INC.NO. 423981
1030 HAMILTON STREET
VANCOUVER, BC
V6B 2R9

TAXATION AUTHORITY:
VILLAGE OF HARRISON HOT SPRINGS

DESCRIPTION OF LAND:
 PARCEL IDENTIFIER: 023-296-518
 PARCEL 1 SECTION 13 TOWNSHIP 4 RANGE 29 WEST OF THE SIXTH MERIDIAN
 NEW WESTMINSTER DISTRICT PLAN LMP26379

LEGAL NOTATIONS:

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 29 OF THE MUNICIPAL ACT, SEE BK155543

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 29 OF THE MUNICIPAL ACT, SEE BK155544

CHARGES, LIENS AND INTERESTS:

| NATURE OF CHARGE | | | |
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| CHARGE NUMBER | DATE | TIME | |
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COVENANT

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BK98294
REMARKS: INTER ALIA
L.T.A. SSECTION 215

COVENANT

BK138895 1996-05-09 09:41
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THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS
BK138895
REMARKS: SECTION 215 L.T.A.

COVENANT

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REGISTERED OWNER OF CHARGE:
THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS
BK138896
REMARKS: SECTION 215 L.T.A.
MODIFIED BY CA563092

COVENANT

Date: 10-May-2010 TITLE SEARCH PRINT
Requestor: (PB53475) VILLAGE OF HARRISON HOT SPRINGS
Folio: 164052298 TITLE - BK31912

Time: 08:27:23
Page 002 of 002

BK138897 1996-05-09 09:41
REGISTERED OWNER OF CHARGE:
THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS
BK138897
REMARKS: SECTION 215 L.T.A.

STATUTORY RIGHT OF WAY
BK138898 1996-05-09 09:42
REGISTERED OWNER OF CHARGE:
THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS
BK138898

MORTGAGE
BK390740 1996-12-04 11:44
REGISTERED OWNER OF CHARGE:
BUSINESS DEVELOPMENT BANK OF CANADA
BK390740
REMARKS: INTER ALIA

ASSIGNMENT OF RENTS
BK390741 1996-12-04 11:44
REGISTERED OWNER OF CHARGE:
BUSINESS DEVELOPMENT BANK OF CANADA
BK390741
REMARKS: INTER ALIA

"CAUTION - CHARGES MAY NOT APPEAR IN ORDER OF PRIORITY. SEE SECTION 28, L.T.A."

DUPLICATE INDEFEASIBLE TITLE: NONE OUTSTANDING

TRANSFERS: NONE

PENDING APPLICATIONS: NONE

*** CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN ***

TO: TED TISDALE –CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: REQUEST FROM CASCIA DEVELOPMENTS – OFF-SITE WORKS
LAKEHILL VILLAS - 298 LILLOOET AVENUE

DATE: MAY 31, 2010

BACKGROUND

The Village has received a request dated 20 May 2010 from Cascia Developments (Cascia) on behalf of 0761036 BC Ltd., the developers of Lakehill Villas, regarding the off-site servicing component of the project. While the Development Permit (DP) for the project was recently approved by Council for issuance on 1 February 2010, the developer has not yet entered into the Construction Servicing Agreement with the Village for the off-site works and services, an agreement that is required as one of the conditions of the DP.

As is mentioned in the letter from Cascia, a meeting was convened by the Village at the FVRD offices on 17 May 2010 that was attended by representatives of the developer, the FVRD Building Department, and the Village (Planning Consultant). The meeting was called in an attempt to co-ordinate the parties so that all three parties would be working from the same page to resolve the outstanding issues related to the approval of the development, including:

- a) the landscape security deposit for the DP;
- b), the issues related to the Building Permit as itemized in a letter from the FVRD Building Department to the developer dated 17 May 2010 a copy of which you have received; and
- c) the Construction Serving Agreement that had not yet been fully drafted or executed.

This report will only address the matter of the Construction Serving Agreement.

REQUEST FROM CASCIA DEVELOPMENTS

Cascia has requested that Council **not** require the developer to provide any financial security to the Village regarding the off-site works. As an alternative to providing financial security, estimated by Cascia to be in the range of \$400,000 - \$500,000, Cascia has suggested that the Village could secure its position by withholding the issuance of an Occupancy Permit when the building is completed until the off-site works have been completed to the satisfaction of the Village.

In the letter, Cascia has provided the rationale for the suggested approach. The history of the approval process and the many delays that the developer has had to endure has been outlined. In addition, Cascia has indicated that the former CAO had agreed verbally to the approach of not having to provide the Village with financial security. Finally, Cascia has explained that having to provide financial security for the works

would be an economic hardship and could result in the developer abandoning the project.

Relying on the issuance of an Occupancy Permit as the mechanism to ensure that off-site works and services are provided is not a conventional approach utilized by municipalities. Such an approach is not employed because when a building has been completed there is typically a lot of pressure exerted on the municipality by the developer to issue the Occupancy Permit so that real estate transactions can be completed and purchasers can move into their respective units. Requiring the deposit of cash or arranging a letter of credit is the common approach to secure off-site works, and does not have the risk associated with it compared to the other approach. The Village determines the amount of the security deposit on the basis of 125% of the value of the estimated cost of the works.

In this particular case, Cascia has stated that the former CAO had agreed to the Occupancy Permit approach. That being said, the project summary notes prepared by the former CAO seem to imply that the bonding for the off-site works would be required, as the former CAO has noted that the cost estimate for the works as designed by Omega Engineering Ltd. still needed to be submitted. The former CAO has acknowledged that the off-site were not likely to be undertaken until after the building is constructed, but there is nothing in the notes that speaks to using the Occupancy Permit as the approach to secure the works.

Should Council be willing to consider an alternative approach, other than the conventional financial security method in order to assist the developer, then the following options and combinations could be pursued with Cascia:

- 1) Require that 50% of the required financial security to be deposited as a condition of the issuance of the Building Permit, with the remaining 50% due at the building lock-up stage;
- 2) Require that the financial security be reduced from 125% of the value of the works to 100%, the security to be deposited in full as a condition of the issuance of the Building Permit; or
- 3) Require that a 219 restrictive covenant be registered on title that stipulates that the developer can not apply for an Occupancy Permit until the off-site works have been installed to the Village's satisfaction and that the developer's Disclosure Statement include a similar provision.

COUNCIL OPTIONS

The following options are provided for Council's consideration:

- 1) Option 1: Require Cascia Developments to arrange for a security deposit for the off-site works in the amount of 125% of the cost estimate, said amount to be deposited with the Village as a condition of the issuance of the Building Permit;

- 2) Option 2: Request Cascia Developments to meet with Village representatives to discuss an alternative approach to secure the off-site works along the lines of the various options outlined in this report; or
- 3) Option 3: Pursue another course of action as determined by Council.

CONCLUSION AND RECOMMENDATIONS

Pursuing Option 1 is the standard approach that is used by municipalities for securing off-site works and is currently the method utilized by the Village. Any deviation from this approach could increase the risk to the Village and would set a precedent that other developers would also want to pursue.

Cascia has cited a number of Village related issues that has caused delays in the project and has consequently has created financial hardship. From staff's perspective, these are not compelling reasons as to why the Village should not follow normal procedure with respect to securing off-site works. On this basis, Option 1 is considered the preferred option.

The following resolutions are offered for Council's consideration:


- 1) THAT the request from Cascia Developments as outlined in the letter dated 20 May 2010 that the Village should rely upon the withholding of an Occupancy Permit as the mechanism to secure the required off-site works be denied;
- 2) THAT Cascia Developments be informed that Council will require that Cascia Developments arrange for a security deposit for the off-site works in the amount of 125% of the cost estimate, said amount to be deposited with the Village as a condition of the issuance of the Building Permit.

Michael Rosen

Attachment - Letter from Cascia Developments

Reviewed by Chief Administrative Officer:

I concur with the Planning Consultant's recommendation. The normal practice for development is either the services are installed prior to the issuance of a Building Permit or are secured by Letters of Credit or cash.


Ted Tisdale

Cascia Developments.

Builders & Developers.

3571 Barmond Avenue, Richmond, B. C V7E 1A4

Office: 604- 338- 4656

Fax: 604- 572-3760

E-mail: casciadevelopments@gmail.com

Web: www.casciadevelopments.com

May 20, 2010

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

Honourable Mayor and Council,

I'm writing this letter on behalf of 0761036 BC Ltd developers of Lakehill Villas development, the former Kara's RV campground Site, 298 Lillooet Avenue Harrison Hot Springs BC.

Firstly, I am surprised at the latest request of the Village through Village Consultant Michael Rosen to provide 125% LOC for Offsite Works. For FOUR YEARS we have been working diligently to realize this project. Issues were addressed, dealt with, and then re-addressed with the changing of staff. Our team tirelessly met these requests. And with every change there was a price to pay.

The past four years have proven to be a great hardship on the Lakehill project. I need not reiterate the history, starting with one of your former CAOs, Gerry Vander wolf.

For the benefit of the Consultant Michael Rosen, I can only say, that obstacle after obstacle were put in front of us. There were misguided directions resulting in unreasonable delays for months at a time. We did our best to meet the demands.

With respect to the offsite works, it is unreasonable for a small project such as Lakehill Villas, to have to make costly services upgrades not only in front of the said property but also to continue down the block to the main street. Such major upgrades are usually requested when there is rezoning involved. This project complied and rezoning was not required. In the beginning, four years ago in June 2006, when we were considering buying the land and building the project we approached the Village office with our due-diligence list. It was made clear by the CAO that the project conformed to the OCP and accordingly could hook into the existing services. No mention was made of such major off site works. Later, this was retracted and off-site work would include the major upgrading for not only our project but for the entire block. We again agreed to the new changes required of us.

For offsite works/up gradation Omega and Associates Engineering Ltd Chilliwack had been hired by us to do the services analysis and prepare drawings and estimate to the satisfaction of Urban Systems, the Village Consultant. The drawings for offsite works had been approved and Construction drawings issued to us by Omega.

At this stage, a new requirement of flood plain covenant came up and as per the other former CAO Larry Burke's instruction, our lawyer prepared the flood plain covenant documents, (sample copy of which had been provided by Larry) and send to the Village for approval. After receiving it, Larry Burke changed his mind and called our architect, Gerry Blonski and ask him to revise his already submitted building permit drawings, by raising the residential lobby floor to avoid a flood plain covenant requirement. Here we again added more expense to our Lakehill Villas project by

hiring Omega Engineering and Gerry Blonski, Architect to make more revisions and submitted the revised drawings to the Village. With each revision and revision of revision come added costs to the project.

Now as per Omega Engineering the offsite works drawings which were already approved in spring 2009, have again been revised and are sitting at Village office for a couple of months and waiting for further approval.

Our project was put on hold and delayed on numerous occasions and with every request of the Village and planners we complied in order to expedite the process and start building. These setbacks were great hardships to us.

When in discussions with the other former CAO, Larry Burke, spring '09, he showed us the same standard servicing agreement shown by Michael Rosen on May17, 2010 meeting at FVRD. But on our request to revise the standard servicing agreement, **the former Cao Larry Burke agreed that because of imposed delays and hardship placed upon this project, the 125% security for off-site work need not be set up and a revised servicing agreement was supposed to be signed by us and Village with security would be secured by way of 'not receiving an occupancy permit' until all the work was done. This week, this agreement was disregarded and a 125% security was requested.**

The track record of the Lakehill developers speaks for itself. For four years we have patiently met every obstacle that was placed in front of us. The ineptness of certain Village staff has unnecessarily cost the developer thousands and thousands of dollars already.

At this time we are not prepared to take out a line of credit for \$ 400 000 (approximately) to sit as security. This small project has endured enough hardships. The past four years have been a struggle for us and we are anxious to start the project. For us to secure \$400 000 to \$500 000 is an added hardship and would further delay the financing of this project.

We have always agreed to off-site work and have agreed to the additional off-site work requested. We would like the Village to honour our verbal agreement of last year between Larry Burke and ourselves and in the presence of two witnesses.

We wish to sign the servicing agreement, not pay the up front security and start building as soon as possible. As agreed earlier, the occupancy permit will be issued at completion of the off-site work to the satisfaction of Village.

If it is not waived then we will not be able to tie up that amount of money and will have to consider abandoning the project.

I trust Mayor and Council realize the hardships we have endured over the past four years and would also like a fair resolution.

We await your comments.

Sincerely,

Jessie Arora,
Director
Cascia Developments



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: June 1, 2010

FROM: Andre Isakov, Community and
Economic Development Officer

FILE: 5380

SUBJECT: Green Waste Open House

BACKGROUND:

The operation of the Village of Harrison Hot Spring's Green Waste Site (corner of Poplar Street and Miami River Drive) is becoming increasingly expensive. The cost of operating the Green Waste Site is thought to be high as a result of extensive dumping by non-residents which has rendered the program expensive to maintain in its current state. At the April 8, 2010 Special Council Meeting the motion carried authorizing the closure of the Green Waste Facility effective May 31, 2010. At that same meeting, the motion carried charging the issue of green waste to be discussed at the next Joint Council meeting with the District of Kent. Further, at the May 17, 2010 Council Meeting the motion carried to keep the Village Green Waste Site operational until June 30, 2010 to allow further public input and community consultation on the effectiveness and efficiency of the Green Waste Program in the Village.

On May 19, 2010 upon request from Council the Village staff hosted an Open House to hear input from the public regarding the green waste facility. The objectives for the Open House were:

- for residents to learn more about the Village's green waste program;
- for the Village staff to receive input regarding green waste management;
- to come up with solutions to the current green waste program challenges;
- for the community to develop the most efficient and cost effective community green waste system.

At the Open House the staff made a presentation to the about 60 attendees outlining green waste related preliminary findings from the Community Needs Assessment survey, and addressing issues with the current green waste program in the Village.


- Does the current green waste system work well for you? Why or why not (location, hours, access, design)?
- What changes would you like to see to the green waste program in the Village (gate, user pay, curb-side pick-up, etc)?
- Are you willing to pay user fees or higher taxes for improved waste, green waste, and recycling services? Why or why not?

The public input at the Open House affirmed the preliminary results from the Community Needs Assessment survey for a demand to have a green waste program within the Village. Furthermore, the public input at the open house was generally in favour of keeping the Village's Green Waste Site open with some cost saving alterations. The staff green waste presentation and the notes with public input are appended to this report.

RECOMMENDATION:

- THAT the Village's Green Waste Site open until better alternatives are found;
- THAT staff be directed to report back with a plan to sustain the Village's Green Waste Site.

Respectfully submitted for your consideration;

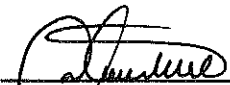

 Andre Isakov
 Community and Economic Development Officer

Attachments:

1. Staff Green Waste Open House Presentation
2. Notes from the Green Waste Open House

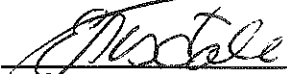
Director of Finance Comments:

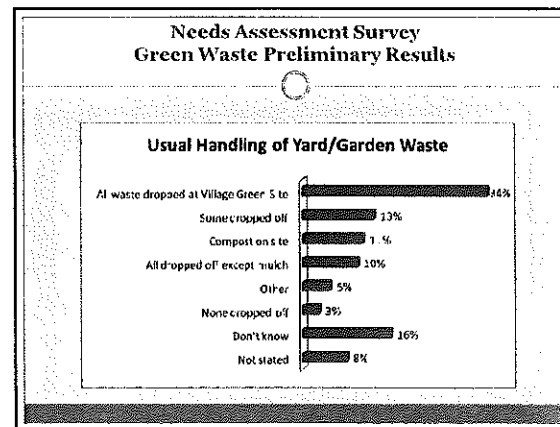
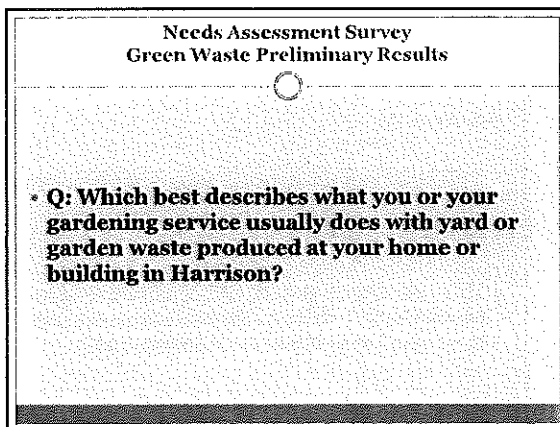
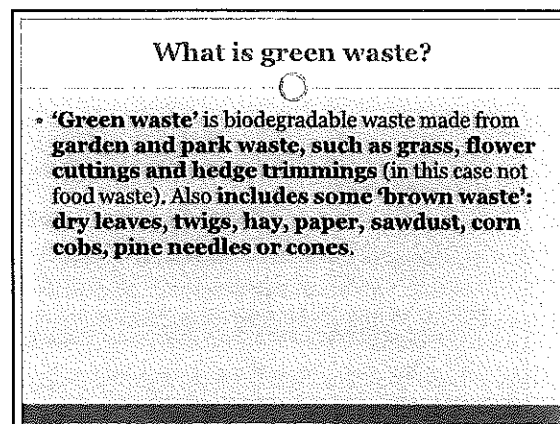
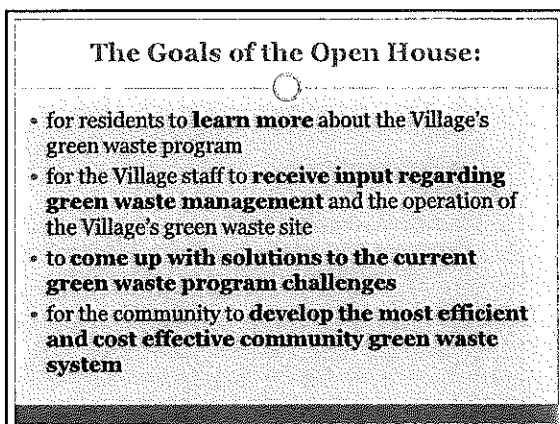
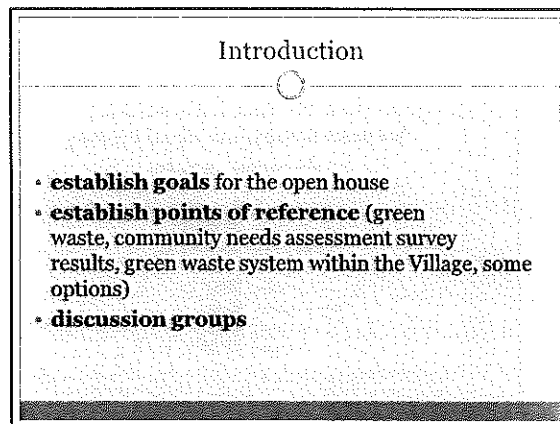
Savings elsewhere in the budget must be made to keep the operations until year end, approximately \$12,000.


 Dale Courtice
 Director of Finance

Chief Administrative Officer comments:

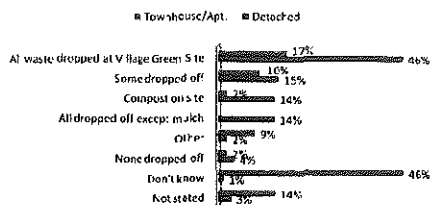
I concur with the recommendations.


 Ted Tisdale
 Chief Administrative Officer



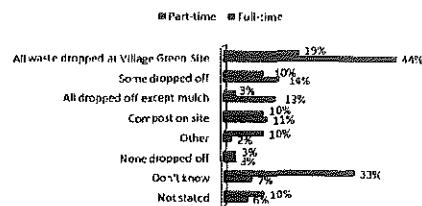
Needs Assessment Survey Green Waste Preliminary Results

Yard Waste Handling and Type of Dwelling



Needs Assessment Survey Green Waste Preliminary Results

Yard Waste Handling and Residency



Needs Assessment Survey Green Waste Preliminary Results

Summary:

in total **57% of people** are using the **Village Green waste site** for at least some of their yard and garden waste

residents who live in **detached homes** were more likely than those who live in **multi-family dwellings** to use the Village Green Waste site

residents who live in Harrison Hot Springs **full-time** were more likely than those who live in the Village **part-time** to use the Village Green Waste site

Needs Assessment Survey Green Waste Preliminary Results

- Q: What are the main reasons your yard or garden waste/more of your yard or garden waste is not taken to the Village's Green Waste site?**

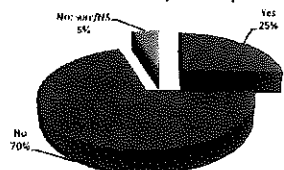
Results:

The most frequently mentioned reason for not taking green waste or more yard and garden waste to the Village Green Waste site was **limited open hours**. Following in frequency of mention were **lack of appropriate means for transporting green waste**, **gardening service's responsibility**, **live in a condo**, **no or very little green waste**, and **inconvenient/too much trouble**

Needs Assessment Survey Green Waste Preliminary Results

- Q: Does your household or building have a backyard composter for kitchen waste?**

Incidence of Backyard Composters



Needs Assessment Survey Green Waste Preliminary Results

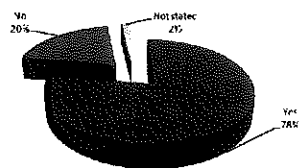
Results cont...

- Full-time residents were more likely (29%) than part-time residents (17%) to have a backyard composter.**
- Those who live in detached homes were more likely (34%) to have a backyard composter than those who live in other types of homes (4%).**

Needs Assessment Survey Green Waste Preliminary Results

- Do you use it for most or all of your kitchen waste?

Use Composters for Kitchen Waste



Needs Assessment Survey Green Waste Preliminary Results

- the main reasons for not using backyard composters for kitchen waste were:
 - they attract rodents and other animals
 - use garburator

Needs Assessment Survey Green Waste Preliminary Results

- Q: It has been estimated that food or kitchen waste makes up a significant portion of the garbage stream. As a way of reducing and reusing kitchen and some yard and garden waste, the Village could provide a curbside collection service, a drop-off site for compostable kitchen waste, or make backyard composters available for purchase at a reduced price. How likely are you to reduce kitchen waste if it were possible.
- Results:
 - The most popular method was putting out acceptable kitchen waste for curbside pick-up with 38% saying they definitely would and 57% saying they definitely or probably would. 9% said they definitely would not.
 - Dropping off kitchen waste at the Village Green Waste site was second most favoured with 21% saying they definitely would and 37% saying they definitely or probably would. 19% said they definitely would not.
 - Purchasing a backyard composter if available for less than \$50 receive 15% saying they definitely would and 29% saying they definitely or probably would. 26% said they definitely would not.

Green Waste Options

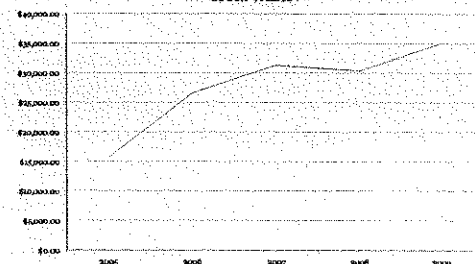
- Village Green Waste Site
12:00 noon to 3:00 pm Weekdays
9:00 am to 11:00 am Weekends & Holidays
Village residents ONLY!
- Composting at the District of Kent
Kent Recycling accepts compost year round at the back court of the recycling depot. A small fee is being charged depending on the size of the load.
Kent Recycling
7659 Industrial Way (end of Morrow Rd.), Agassiz
- Parr Road Green Depot:
45175 Parr Rd, Chilliwack
Monday-Saturday 8:00 am to 5:00 pm
Closed Sunday and Statutory Holidays
- Bailey Landfill:
Monday to Saturday 8:00 am to 5:00 pm
Closed Sundays and Holidays

Issues with the Village's Green Waste Site

- Site Access
 - Non-residents and commercial businesses dumping illegally
 - Illegal materials being dumped (garbage, construction waste, etc.)
- Site Design
 - Material has to be handled excessively to remove
 - Material is not separated (eg. grass, branches and dirt are mixed together)
 - Control of odours and leaching
 - Green waste being left in bags (bags should be emptied and deposited in the garbage can provided at the site).
- Land allocation
- Unsustainable costs

Green Waste Site

Village of Harrison Hot Springs
Green Waste



Green Waste Site

| Year | Cost |
|------|-----------------------|
| 2005 | \$15,659.35 |
| 2006 | \$26,539.59 |
| 2007 | \$31,310.37 |
| 2008 | \$30,380.76 |
| 2009 | \$34,933.71 |
| 2010 | \$17,298.82 (to date) |

In 2009, the Village received more than 245,000 kg. (539,000 lbs.) of green waste at its facility.

Green Waste Site

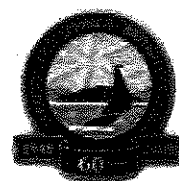
Alternatives/ Options:

- Closure of the Site
- Seasonal closures /limited hours of operation
- Redesign of the site (dealing with issues of: controlled access, amount limits, convenience)
- User pay system
- Curbside pick-up of green waste (rules and cost of that?)

Discussion Questions

- Does the current green waste system work well for you? Why or why not (location, hours, access, design)?
- What changes would you like to see to the green waste program in the Village (gate, user pay, curbside pick-up, etc)?
- Are you willing to pay user fees or higher taxes for improved waste, green waste, and recycling services? Why or why not?

Green Waste Open House



Thank you!
Your input is valuable to us!

**Village of Harrison Hot Springs
Green Waste Open House
May 19, 2010
Notes**

Group A

- green waste should be somewhere else
- curb-side pickup tally
- the green waste site smells but it is useful
- the green waste site is poorly signed
- the site is an eyesore
- willing to pay for the green waste service
- use camera and follow up with prosecutions
- don't close the green waste site until alternatives are available
- some people dump illegally but if we close the facility it will be worse
- use parking revenue to pay for green waste
- no user pay – taxes should cover the use of green waste site

Group B

- prevent the outsiders from dumping
- implement a user card system to track access
- elevate the drive in for convenience and ease of use
- use bins to separate green waste materials
- use security cameras to monitor
- enforce bylaw
- cover container when site not open
- open extended hours

Group C

- site works well as is, leave it as is
- use small gate, swipe card or key (ex. \$2 per trip)
- use volunteers to monitor the site
- there may be dumping if lot is shut down
- keep track of who and how often uses the green waste site
- we are willing to pay for the service
- willing to see the site relocation
- curb-site pick up may work based on user pay
- have the regional district conduct informational meetings on recycling, composting, and garbage reduction

Group D

- we like composting
- Allow us to do it right
- provide back yard composters (village can sell them)
- get a village composter
- have seasonal village curb-side pick up
- allow local businesses to get access to green waste site for drop-off

Group E

- residents who have a business can't use the green waste site for business
- use a chipper and have it come around for residents to use
- have longer hours for the green waste site
- change access location to the green waste site – have the drive in access from public works (so it can be monitored)
- consider joint green waste program with Kent or the FVRD
- keep waste separated (grass clippings, branches, etc)

Group F

- monitor the site have access 2/3 days a week with a wheel barrow access
- have a swipe card access
- have village curb-side pick-up long term
- user pay system
- provide containers for personal green waste use
- review moving to another site

Group G

- the site should have extended hours and needs to be open all day Saturday
- the current location is not great – too close to homes (McPherson and McCombs better site)
- need a narrow gate for wheelbarrow access/key system
- business fee for commercial uses and for clearing empty lots
- new site should have bins to separate green waste and cut down on handling costs
- no to more taxes
- need for education for composting
- join with Kent for green waste and recycling
- keep the site open with the gate until new site is located

Group H

- yes, the current waste system works
- gate is a good idea
- curb-side pickup depends on the cost
- more education on composting
- provided more composting bins for cheaper
- will pay more if there is value (within reason)
- use gate volunteers
- higher taxes (within reason) instead of user fees
- look at option of selling green waste for compost



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** June 2, 2010

FROM: Shawn Keim,
Accounts Clerk **FILE:** 4520-20

SUBJECT: HARRISON FESTIVAL OF THE ARTS
REQUEST FOR STREET CLOSURE – July 14, 2010

ISSUE:

Approve street closure of Maple Street between Esplanade and Cedar Avenue and placement of a banner at the Plaza.

BACKGROUND:

As in past years, the Festival is requesting the closure of Maple Street to provide a safe venue for participants in the Children's Day of the Festival. Attached is a copy of correspondence received from the Festival Society in February. The Society is seeking formal approval for the street closure and banner placement in order that they may move forward with their plans.

POLICY CONSIDERATIONS:

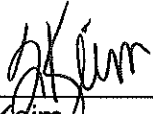
A resolution of Council is required to close any street in the Village. As well, when the new Street Banner Display policy was developed, the installation of the Festival banner at the Plaza was inadvertently not taken into consideration. Council may wish to direct Staff to present a policy amendment which would allow the placement of the requested banner.

RECOMMENDATION:

THAT Council approves the closure of a portion of Maple Street between Esplanade and Cedar Avenues from approximately 8:00 a.m. – 5:00 pm on Wednesday, July 14, 2010 for use during Children's Day in and around Memorial Hall; and

THAT Council permit the placement of the Festival Banner at the Plaza provided it is installed in accordance with any direction or requirements of the Public Works Foreman or his designate.

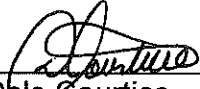
Respectfully submitted for your
consideration;



Shawn Keim
Accounts Clerk

DIRECTOR OF FINANCE COMMENTS:

I concur with the recommendation.



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.



Ted Tisdale
Chief Administrative Officer

S:\00 \2010.06.02 – Harrison Festival of the Arts - Request for Street Closure & Donation - KEIM - RPT.doc



Harrison Festival Society

presenting world quality performing arts including the Harrison Festival of the Arts

February 8, 2010

Mayor and Council
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC

Dear Mayor and Council;

| | | |
|--|---------------------------------------|--------------------------|
| FILE # | FEB 05 2010 | |
| <input type="checkbox"/> CAO | <input type="checkbox"/> ACCTS P/R | |
| <input type="checkbox"/> DCAO | <input type="checkbox"/> ADMIN | |
| <input type="checkbox"/> DIR F | <input type="checkbox"/> B/L ENF | |
| <input type="checkbox"/> SUP P/W | <input type="checkbox"/> MAYOR | |
| <input type="checkbox"/> PAYROLL TAX | <input type="checkbox"/> COUNCIL | |
| ITEM | A | B |
| COUNCIL AGENDA | | |
| DATE | | |
| | INITIAL | <input type="checkbox"/> |
| (ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY) | | |

FEB 05 2010

Planning is well underway for the 32nd annual Harrison Festival of the Arts. This year's Festival will run from Saturday, July 10 to Sunday, July 18 with an opening concert in the Hall on Friday, July 9.

I am writing at this time for permission to use a number of Village facilities. Our structure is very much as it was last year and therefore our requests are much the same.

This year we would like to use the:

1. Community Plaza.

We are planning to use the Plaza and surrounding area much as we did last year.

Beach Stage

Again we will set our Beach Stage in the area just west of the Plaza. The stage will go on the edge of the concrete facing south west. This is not the most obvious set up but it is the only one that allows us to take advantage of the large willow tree to shade the audience, while providing enough room for our larger crowds.

We will also place two 20 x 20 tents in front of the stage up against the gravel walkway. These tents will provide shelter for the front of house tech location and more shade (or dry shelter) for the audience. In order to avoid problems with the underground sprinkler lines we would request a copy of the schematics for the layout of these lines in this area.

Plaza

In the Plaza itself, we again would like to have an information booth under the front edge of the Plaza cover. This consists of a counter and a patio umbrella.

We would also like to again set up a 20 x 20 tent in the centre of the Plaza to serve as a box office/Festival merchandise tent. As there are issues with anchoring this tent, we would like to meet with staff to discuss solutions to this problem. Under the new banner policy (see below) it is going to be difficult to provide signage to indicate that the Festival is happening, making the location of this tent very important as a focal point.

2. Memorial Hall

We will be in the Hall from Friday, July 2 to Thursday, July 22. This includes the Festival dates, as well as time to set-up and takedown the facility.
(These dates are on the Memorial Hall schedule.)

3. Maple Street

We are planning to have Children's Day in and around the Memorial Hall, Wednesday, July 14 and would again like to close Maple Street between Esplanade and Lillooet. The closure would be just the one day, from 8:00am to 5:00pm.

4. Dyke

We would again like to use the Dyke, east of the Plaza to across from Muddy Waters, for the Art Market tents. This year we will not be using any of the larger 20 x 20 tents, only the small pop-up units. This should eliminate the issue of tent stakes and the sprinkler lines; however, it would still be good if we had the schematics for the layout of the underground sprinkler lines, especially the depth. With smaller tents we may be able to eliminate stacks that go to the depth of the lines.

5. Banners

We would like to install a Festival of the Arts street banner at the entrance to the Village. The banner is the standard 25 feet by 3 feet and has 'Harrison Festival of the Arts' and the July dates on it. We would like to install the banner May 20 and remove it July 19. We will contact Peter's Electric to do the installation.

The Village's new banner policy stops us from putting our banner up in the Plaza, which is a concern as this is the entry point to the Village and the event. We are trying to figure out how to deal with this situation.

We have 10 street banners which we put up on the lamp posts along Esplanade; however, these fit the small brackets, not the larger ones on the poles around the Plaza. At this point the cost of making new larger banners is out of reach.

I would be happy to attend the next Council meeting to provide further information and answer any questions regarding this request.

Sincerely,



Ed Stenson

General Manager

MAR 02 2010



VILLAGE OF HARRISON HOT SPRINGS
SPECIAL EVENT PARK / FACILITY USE PERMIT
APPLICATION

Name of Applicant:

Ed Stenson

On behalf of:

Harrison Festival Society

Address of Applicant:

98 Rockwell Drive

Harrison Hot Springs

Phone Number:

604 796-3664

E-mail: ed@harrisonfestival.com

Fax Number:

Event: Harrison Festival

Date of Event: July 9-18

☐ Wedding

☐ Family Reunion

☐ Memorial Hall

☐ Race / Competition

☒ Festival

☐ Other

*Note – please provide map of race route / layout of event on beach front, include any necessary road closures and plan for event.

Estimated number of participants: 8,000

Location of event:

Plaza, Dyke (east of Plaza) Memorial Hall,
Ranger Station Art Gallery

Additional Information:

Request to close Maple Street between Hillcroft
and Esplanade Wednesday, July 14 8:00 am -
5:00 pm

In consideration of the issuance of this Permit, the Applicant agrees to the terms and conditions set out on the following rules and regulations.

Date: March 2, 2010

Applicant's Signature

FOR OFFICE USE ONLY

CAO, Village of Harrison Hot Springs

Date:

Other Licenses required:

**Harrison Festival of the Arts
Special Event Park / Facility Use Permit Application – addendum**

1. Community Plaza.

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Again we will set our Beach Stage in the area just west of the Plaza. The stage will go on the edge of the concrete facing south west. This is not the most obvious set up but it is the only one that allows us to take advantage of the large willow tree to shade the audience, while providing enough room for our larger crowds.

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(These dates are on the Memorial Hall schedule.)

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MAR 02 2010

VILLAGE OF HARRISON HOT SPRINGS
STREET BANNER DISPLAY APPLICATION

Name of Applicant:

Ed Stenson

On behalf of:

Harrison Festival Society

Address of Applicant:

98 Rockwell Drive

Harrison Hot Springs

Phone Number:

604 296-3664

E-mail: ed@harrisonfestival.com

Fax Number:

Event: Harrison Festival

Date(s) Requested: May 20 - July 19

☐ Special Event

☐ Convention

☐ Public Service

☐ Race / Competition

☒ Festival

☐ Other

(Village entrance)

June 29 - July 22

(street banner)

Location requested:

☒ Village Entrance

☐ Plaza

☐ Memorial Hall

☒ Other Esplanade

Additional Information:

See Attached

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

[Signature]

Date: March 2, 2010

Applicant's Signature

FOR OFFICE USE ONLY

Verbal approval given for banner
by G. Bush

CAO, Village of Harrison Hot Springs

17

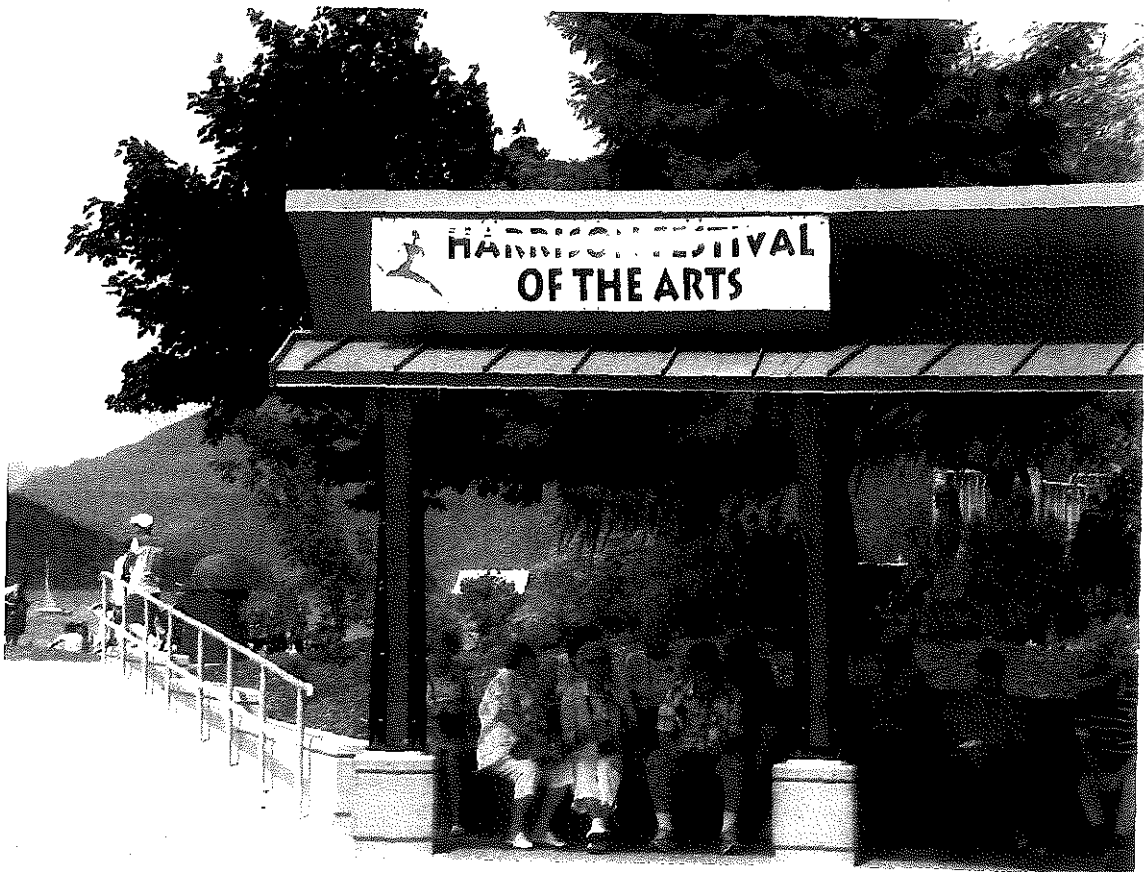
Date

**Harrison Festival of the Arts
Street Banner Display Application – addendum**

We would like to install a Festival of the Arts street banner at the entrance to the Village. The banner is the standard 25 feet by 3 feet and has ‘Harrison Festival of the Arts’ and the July dates on it. We would like to install the banner May 20 and remove it July 19. We will contact Peter’s Electric to do the installation.

The Village’s new banner policy stops us from putting our banner up in the Plaza, which is a concern as this is the entry point to the Village and the event. We are trying to figure out how to deal with this situation.

We have 10 street banners which we put up on the lamp posts along Esplanade; however, these fit the small brackets, not the larger ones on the poles around the Plaza. At this point the cost of making new larger banners is out of reach.





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** June 2, 2010

FROM: Shawn Keim,
Accounts Clerk **FILE:** 4520-20

SUBJECT: BC PROFESSIONAL FIRE FIGHTERS
REQUEST FOR STREET CLOSURE – June 27, 2010

ISSUE:

Approve closure of a portion of Esplanade Avenue between Hot Springs Road and east of Maple Street; and approve a donation of \$500.00 to the Fire Fighters' Burn Fund.

BACKGROUND:

The "Bikers for Burns Ride" is an annual event that was moved from Whistler to Harrison in 2008. The purpose of the ride is to raise funds for a summer camp for children who are burn survivors. They have made a few changes to the event from previous years, (ie. use of the Plaza rather than Muddy Waters as their main staging area; and the addition of a performance by the Fire Fighters Brass Band.) A full description of the event is attached to this report.

They will not be offering/providing any food or drinks in order that participants and spectators will patronize local businesses.

They have also requested that the Mayor or his designate be on hand to participate during the formal ceremonies.

POLICY CONSIDERATIONS:

A resolution of Council is required to close any street in the Village and to make a donation from the Grants to Groups budget.

BUDGETARY CONSIDERATIONS:

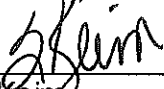
They have requested that the permit fee of \$500.00 be returned in the form of a donation to the Burn Fund. This was done last year from the Grants to Groups budget which at this time, does have sufficient funds to cover the donation.

RECOMMENDATION:

THAT Council approves the closure of a portion of Esplanade Avenue between Hot Springs Road and east of Maple Street from approximately 2:00 p.m. – 2:30 pm on Sunday, June 27, 2010 to allow for a demonstration by the British Columbia Motorcycle Drill Team; and that between 10:00 am and 4:00 pm, parking areas east of the Plaza be designated for motorcycle parking, and the area west of the Plaza for vintage and custom cars;

THAT Council approve a donation of \$500.00 to the British Columbia Professional Fire Fighters' Burn Fund.

Respectfully submitted for your consideration;



 Shawn Keim
 Accounts Clerk

DIRECTOR OF FINANCE COMMENTS:


I concur with the recommendations.



 Dale Courtice
 Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendations.



 Ted Tisdale
 Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS
SPECIAL EVENT PARK / FACILITY USE PERMIT
APPLICATION

Name of Applicant: VANCOUVER FIRE RESCUE SERVICE
On behalf of: VANCOUVER FIREFIGHTERS LOCAL 18
Address of Applicant: #2 - 6515 BONISOR AVE
BURNABY B.C.
Phone Number: 604 999-3964 E-mail: 3MJS@TRIDEJA.COM
Fax Number: 604 436 2125

Event: RIVERS BR BURNS Date of Event: JUNE 27TH
☐ Wedding ☐ Family Reunion ☐ Memorial Hall
☐ Race / Competition ☐ Festival ☐ Other CHARITY EVENT

*Note - please provide map of race route / layout of event on beach front, include any necessary road closures and plan for event.

Estimated number of participants: 200 - 300

Location of event: MAIN SOURCE, BEACH FRONT

Additional Information: ENCLOSED

In consideration of the issuance of this Permit, the Applicant agrees to the terms and conditions set out on the following rules and regulations.

[Signature]
Applicant's Signature

Date: MAY 30TH

CAO, Village of Harrison Hot Springs

Date: _____

Other Licenses required: _____



Mayor Ken Becotte

The Village of Harrison, BC

To his worship, the Mayor Ken Becotte and honourable councillors;

I would like to extend my congratulations on your continued successful campaign in office. I would also like to thank you for allowing us to have our 7th annual Biker's For Burns ride last year. We are looking forward to holding the event in the Village once again this year and plan on building on this relationship for future events. As you may be aware the Vancouver Fire Fighters Charitable Society supports many worthwhile causes. These are but a few of the projects that we have been proud to support;

BCPFFA Burn Fund, CKNW Orphans Fund, Raise-s-Reader Program, Canadian food Services, KidSafe Program, BC Children's Hospital, BC Lung Association, Christmas Baby Food Drive, Canadian Cancer Society, BC Cancer Foundation, Muscular Dystrophy Canada, ALS Society.

Our current task is to enhance our charitable society and help it grow, so that we can continue to fund community based projects in perpetuity.

We are aware that there is a fee for special events in your community. Being a non-profit event, we are hoping that consideration could be made to this fee. Our Union can provide a tax receipt for this donation.

By contributing to the Charitable Society, you will help provide financial stability to our organization, allowing for long range planning and provide a steady source of funds that can then be directed towards a variety of community based projects. In this case, all funds are directed to the Burn Fund of BC in support of the Burn Camp for Kids.

Thank you for your consideration. I look forward to your reply.

Sincerely;

A handwritten signature in black ink, appearing to read "Murray Greissel".

Firefighter Murray Greissel
Vancouver Firefighter's Charitable Society
Public Relations



Proposed Changes to this years ride

1. This years main change is that there will be no stunt show
2. That the main stage be in the center of the village by asking that we may use the new village's square.
3. That the ride will now include vintage and 50'60s custom cars
4. If possible, to request a temporary use the area between the four ways stop and the beach for the motorcycle drill team demonstration.
5. Entertainment by the Vancouver's Firefighter Brass Band.
6. Request for power for audio and live band.

Proposed chain of events for this years ride

1. Participants will mustard between 07:00 to 8:50 and register in Vancouver
2. 09:00 Participants will depart from Vancouver and make there way to Harrison
3. That the area east of the village square be designated for motorcycle parking, and the parking area west of the village square be designated for vintage and custom cars. This is to encourage participants, visitors, and guests to take in more of what the village has to offer.
4. Once again we will not be supplying any form of food or beverage. This is to encourage participants to take in local eateries for lunch. I encourage local business to supply their lunch special of the day so that it may be passed onto the participants before the ride.
5. Approx 13:00 I would ask if a few words could be given by The Mayor, Chamber of Commerce and Tourism BC to welcome the participants to the Village.
6. 13:00 to 16:00 hours both our Vancouver Firefighters brass band and a cover band will entertain the locals and guests. Approx 14:00 to 14:30 a demonstration by the BRITISH COLUMBIA MOTORCYCLE DRILL TEAM.
7. Approx 14:45 Final speeches and presentations will be given be the Mayor, Dignitaries, Event organizers
8. Approx 15:00 to 16:00 event will begin to wind down and participants will begin to leave on there own accord.

Finial clean up and inspection by Event staff.

Please note that the road ways and all access will remain open during the event. Only during the Motorcycle demo for approx 20 mins will we ask that the road way between the four way stop and the beach be closed for the show.

Any ideas, changes and input are encouraged. I look forward to seeing you personally on June 4th.


Firefighter Murray Greissel
Vancouver Firefighter's Charitable Society

8th Annual

Bikers for Burns Ride

Sunday June 27th 2010
Trev Deeley Motorcycles
to Harrison Hot Springs

Lots of Prizes!
Stunt Show!
Calendar Girls!



Registration starts at 7:00am
\$25 minimum donation
Ride leaves at 9:30am sharp
1875 Boundary Road Vancouver BC
Prize draw starts at 1:30pm



All proceeds go to the
Vancouver Fire Fighters
Charitable Society



www.bikersforburns.org

TO: TED TISDALE – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: PROPOSED ZONING CHANGE OF PROPERTIES ZONED C-5 (TOURIST COMMERCIAL) WITHIN NEIGHBOURHOOD PLANNING AREA 1 (PINE AVENUE)

DATE: JUNE 2, 2010

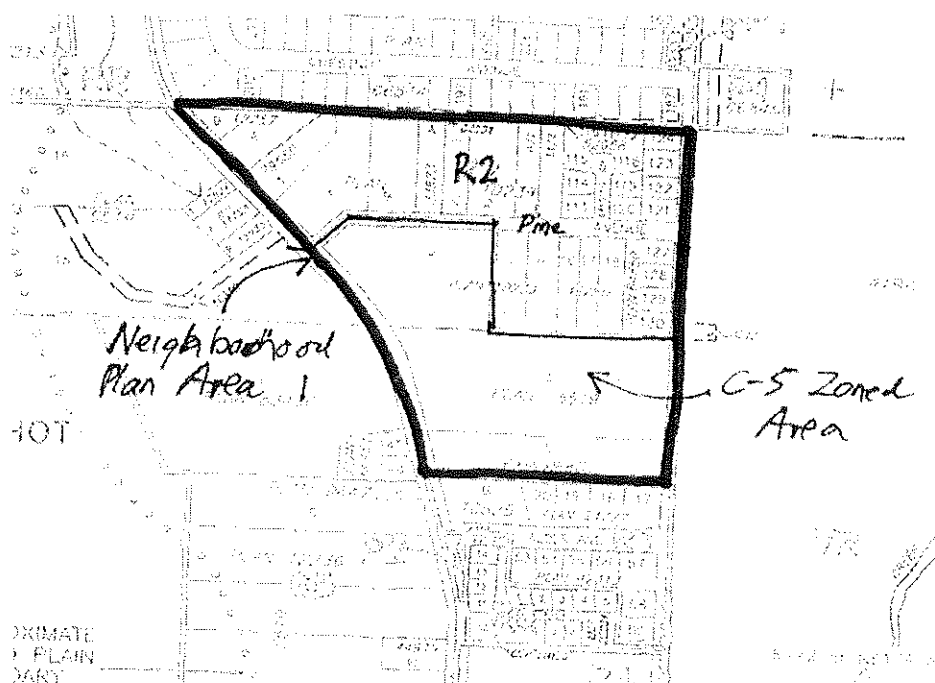
BACKGROUND

On 17 May 2010, Council passed the following resolution:

THAT pursuant to the Council resolution passed at the meeting on 19 April 2010 to begin the preparation of a bylaw, staff be instructed to:

- a) draft an amendment to the Zoning Bylaw for Council's consideration of first and second reading at the Council meeting on 7 June 2010 related to the properties zoned C-5 within Neighbourhood Planning Area 1 along the lines of Option B, that being the creation of a Residential Reserve zone; and*
- b) refer this matter to the Advisory Planning Commission for comment and a recommendation.*

The location of the C-5 (Tourist Commercial) properties is illustrated on the map below:



The purpose of this report is to summarize the response from the Advisory Planning Commission and to describe the proposed new Residential Reserve zone for the C-5 properties for Council's consideration.

ADVISORY PLANNING COMMISSION

The Advisory Planning Commission met on 25 May 2010 to discuss the proposal to rezone the properties zoned C-5 within Neighbourhood Plan Area 1 to a new Residential Reserve zone. The advantages and disadvantages of the various approaches that were outlined in the Planning Consultant's report were discussed by the Commission. As is outlined in the attached minutes from the meeting, the Commission decided to confirm its support for the use of a Residential Reserve zone for the C-5 zoned properties.

SUMMARY OF PROPOSED ZONING AMENDMENT BYLAW

Zoning Bylaw Amendment Bylaw No. 941, 2010 has the following two components:

- a) creation of a new Residential Reserve (RSR) zone; and
- b) rezoning the subject properties from C-5 to RSR.

The new Residential Reserve (RSR) zone is quite similar to the Village's R-1 zone, except that the minimum parcel size has been set at 0.8 hectares (2 acres) and the building setbacks are greater.

The only properties that would be zoned RSR are the three properties currently zoned C-5 within Neighbourhood Planning Area 1.

In the future, this zone would be available for Village Council to utilize in other situations where the existing zoning is not considered appropriate and pre-zoning of the land in line with OCP land uses and densities is not considered appropriate.

COUNCIL OPTIONS

The following options are provided for Council's consideration:

- 1) Option 1: Read Zoning Bylaw Amendment Bylaw No. 941, 2010 a first and second time and authorize staff to schedule a Public Hearing;
- 2) Option 2: Request staff to provide more information to Council prior to proceeding with readings to Zoning Bylaw Amendment Bylaw No. 941, 2010; or
- 3) Option 3: Pursue another course of action as determined by Council.

RECOMMENDATION

The proposed rezoning of the C-5 zoned properties within Neighbourhood Planning Area 1 is intended to assist the Village in managing land use change so that such changes ultimately take place in accordance with the recently adopted Neighbourhood Plan for the Pine Street area.

The following resolutions are offered for Council's consideration:

- 1) THAT Zoning Bylaw Amendment Bylaw No. 941, 2010 be read a first time;
- 2) THAT Zoning Bylaw Amendment Bylaw No. 941, 2010 be read a second time; and
- 3) THAT staff be authorized to schedule a Public Hearing regarding Zoning Bylaw Amendment Bylaw No. 941, 2010, currently set for June 21, 2010.

Michael Rosen

Attachments:

- 1) *Minutes from Advisory Planning Commission – 25 May 2010*
- 2) *Zoning Bylaw Amendment Bylaw No. 941, 2010*

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

DATE: May 25, 2010
TIME: 4:00 p.m.
PLACE: Council Chambers

IN ATTENDANCE: Leo Facio (Chair)
Lorne Lees (Deputy Chair)
Brian Bignell
Allan Jackson, Councillor
Michael Rosen
Raymond Hooper
Andre Isakov, CEDO
Harvey Ruggles
Alan Birtch

Recording Secretary, K. Burr

ABSENT:
Marg Doman
Ted Tisdale

1. CALL TO ORDER

The Chair called the meeting to order at 3:00 p.m.

2. LATE ITEMS

☐ Zoning Zoning Bylaw

3. ADOPTION OF MINUTES

☐ APC minutes of
April 20, 2010

Moved by Alan Birtch
Seconded by Harvey Ruggles

THAT the minutes of the Advisory Planning Commission meeting of
April 20, 2010 be adopted with amendments.

CARRIED

ERRORS AND OMISSIONS

4. DELEGATIONS/PETITIONS

None

5. CHAIRPERSON REPORT

None

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING
MAY 18, 2010
PAGE (2)**

6. ITEMS FOR DISCUSSION

- ☐ **Zoning Bylaw** **Report of Michael Rosen, Planning Consultant – May 11, 2010**
Re: Proposed Zoning Change of Properties Zoned C-5 (Tourist Commercial) within Neighbourhood Planning Area 1 (Pine Avenue)

Ted Tisdale joined at 3:16 p.m.

THAT Option B be adopted by the Advisory Planning Commission.

Moved by Lorne Lees
Seconded by Alan Birtch

CARRIED

- ☐ **Minutes of the EDC, March 17, 2010**

Pages 3 of the EDC minutes discuss some land development issues which should be an issue dealt with by the APC. It was mentioned that it may be beneficial to have a joint meeting between the APC and EDC with regards to land development issues.

- ☐ **Zoning**

...daycare

Parcel widths on Lillooet West seem to be too small to build anything commercial. It was noted that

C4 Zones page 60 makes reference to drive in restaurants. It was noted that the Bylaw has been amended to wedding and catering instead of drive in restaurant.

Page 75 Water front zone, point 6. Private floats are not permitted anymore. Change the wording to take out private.

Page 70 Industrial Zone should be eliminated as we do not have such a zone.

7. ADJOURNMENT

Moved by Brian Bignal
Seconded by Lorne Lees

THAT the meeting be adjourned.

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING
MAY 18, 2010
PAGE (3)

CARRIED

Next meeting June 21, 2010 at 4:00 p.m.

The meeting adjourned at 4:16 p.m.

Certified a true and correct copy of the
minutes of the Advisory Planning
Commission Meeting held May 25, 2010 in
Council Chambers, Village of
Harrison Hot Springs, B.C.

Ted Tisdale (Acting CAO)

Leo Facio (Chair)



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 941

A bylaw to amend Village of Harrison Hot Springs Zoning Bylaw 672, 1996

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 672, 1996, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted October 28, 1996;

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 Zoning Bylaw Amendment Bylaw No. 941, 2010".

II. AMENDMENT

A. Insert within Section Eleven, a new Zone to read as follows:

"11.3 Residential Reserve (RSR)

1. Intent

This zone is intended to provide land for future residential use of a type and density in accordance with the policy direction contained within the Official Community Plan.

2. Permitted Uses

The following uses and no others are permitted within the RSR zone:

.1 Principal Uses

- .1 *Single Detached Dwelling*
- .2 *Daycare facility*

.2 Accessory Uses

- .1 *Type 1 - Home Occupation*
- .2 *Parking area*
- .3 *Accessory Buildings and structures*

3. Conditions of Use

The conditions of use for the RSR zone are as follows:

- .1 One *Single Detached Dwelling* shall be permitted per *parcel*

4. Regulations

On a parcel zoned RSR, no *building* or *structure* will be constructed, located or altered and no plan of subdivision approved which contravene the regulations set out in the following table in which Column I sets out the matter to be regulated and Column II sets out the regulations.

| COLUMN I | COLUMN II |
|---|--|
| .1 Minimum <i>parcel area</i> | 0.8 hectare |
| .2 Minimum <i>parcel width</i> | 60 metres |
| .3 <i>Principal Building</i> Minimum Setbacks <ul style="list-style-type: none"> • <i>Front Parcel Line</i> • <i>Interior Side Parcel Line</i> • <i>Exterior Side Parcel Line</i> • <i>Rear Parcel Line</i> | 10 meters 5 meters 7.5 meters 10 meters |
| .4 <i>Principal Building</i> Minimum Setbacks <ul style="list-style-type: none"> • <i>Front Parcel Line</i> • <i>Interior Side Parcel Line</i> • <i>Exterior Side Parcel Line</i> • <i>Rear Parcel Line</i> | 15 meters 3 meters 7.5 meters 3 meters |
| .5 Maximum <i>Parcel Coverage</i> | 10% |
| .6 Minimum <i>Floor Area</i> | 75 square meters |
| .7 Maximum Number of <i>Principal Buildings</i> | 1 per <i>parcel</i> |
| .8 Maximum <i>Building Height</i> | 10.7 meters for <i>principal building</i> 5 meters for <i>accessory buildings</i> |
| .9 Parking and Loading | As required per Section 5" |

III. MAP AMENDMENT

- A. That Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No.672, be amended by rezoning the lands as outlined in heavy black outline and cross-hatched on Schedule 1 of this Bylaw from the **Tourist Commercial** (C-5) zone to the **Residential Reserve** (RSR) zone.

- B. That the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

IV. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2010

READ A SECOND TIME THIS DAY OF , 2010

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2010

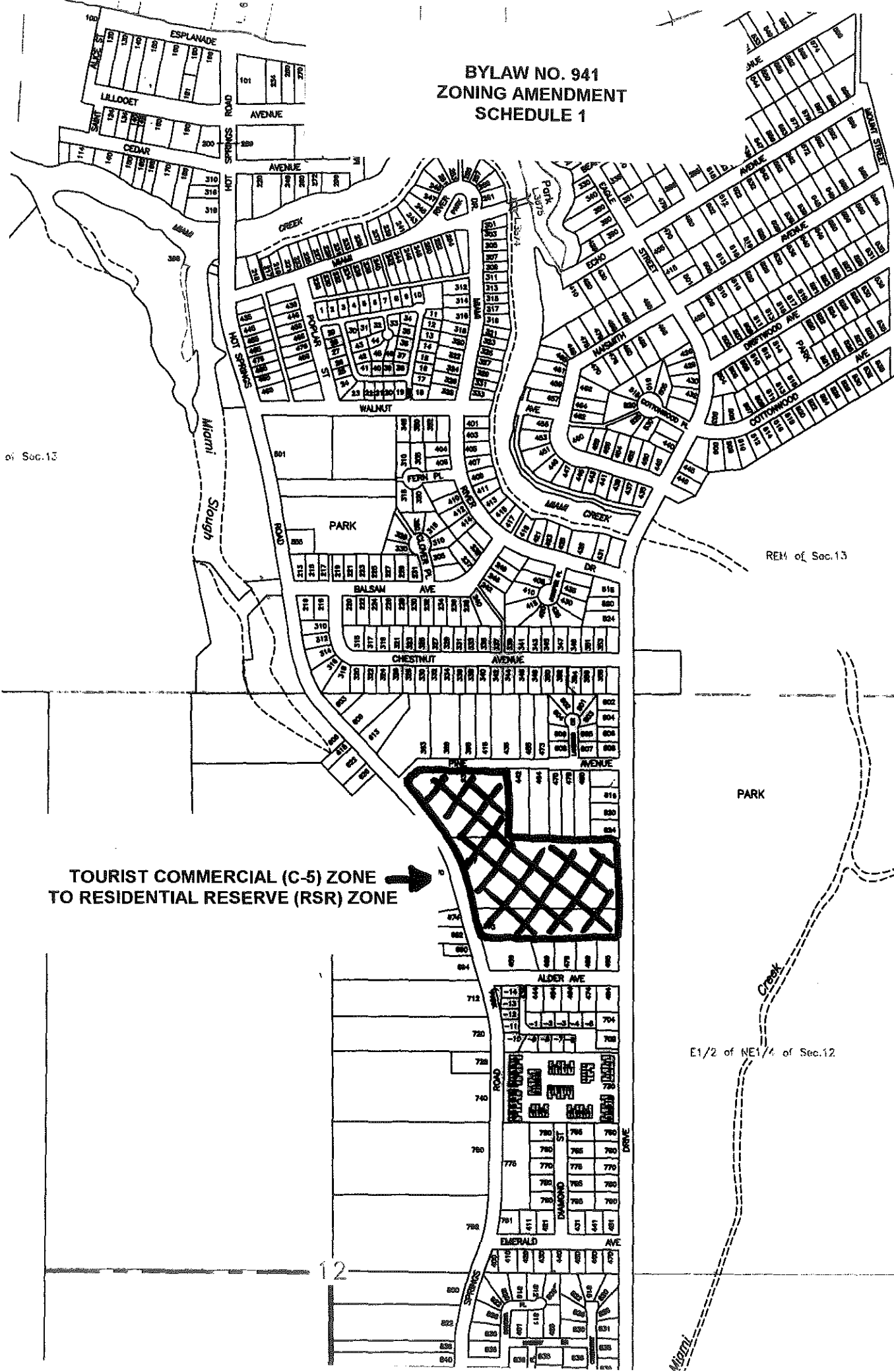
READ A THIRD TIME THIS DAY OF , 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer

BYLAW NO. 941
ZONING AMENDMENT
SCHEDULE 1



of Sec.13

REM of Sec.13

TOURIST COMMERCIAL (C-5) ZONE
TO RESIDENTIAL RESERVE (RSR) ZONE

PARK

E1/2 of NE1/4 of Sec.12

12