



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, July 12, 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 – June 21, 2010

THAT the minutes of the Regular Council Meeting of June 21, 2010 be adopted.

Item 4.1
Page 1

☐ Special Council Meeting Minutes – June 30, 2010

THAT the minutes of the Special Council Meeting of June 30, 2010 be adopted.

Item 4.2
Page 9

☐ Community to Community Forum notes of June 15, 2010

THAT the notes of the Community to Community Forum of June 15, 2010 be received.

Item 4.3
Page 13

☐ Public Hearing Minutes – June 21, 2010

THAT the minutes of the Public Hearing of Zoning Bylaw Amendment Bylaw No. 941, 2010 of June 21, 2010 be adopted.

Item 4.4
Page 27

☐ Bylaw and Policy Review Committee Meeting Minutes – October 7, 2009

THAT the minutes of the Bylaw and Policy Review Committee Meeting of October 7, 2009 be received.

Item 4.5
Page 31

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS AND PETITIONS

7. CORRESPONDENCE		
<input type="checkbox"/> Letter dated July 6, 2010 from Beach Treats, The Greenstar Café, Harrison Hamburgers and Cookin' Kim's Country Café re vendor licences		Item 7.1 Page 35
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"/> Council Procedure Amendment Bylaw	Report of Corporate Officer – July 2, 2010 Re: Council Procedure Amendment Bylaw Recommendation: THAT Council considers the amendments to the Council Procedure Bylaw No. 914, 2009 in support of the Corporate Officer's requirement to provide notice in compliance with s. 124(3) of the <i>Community Charter</i> .	Item 12.1 Page 37
<input type="checkbox"/> Towns for Tomorrow Modification Agreement – Project #30024U08	Report of Corporate Officer – July 5, 2010 Re: Towns for Tomorrow Modification Agreement – Project #30024U08 Marine Sanitation Pump-out Station and Watermain Extension Phase 1 Recommendation: THAT the Modification Agreement between the Province and the Village of Harrison Hot Springs for the Marine Sanitation Pump-Out Station Project No. 30024U08 be executed.	Item 12.2 Page 59
<input type="checkbox"/> Motion Picture Filming Policy – July 5, 2010	Report of Community Economic and Development Officer – July 5, 2010 Re: Motion Picture Filming Policy Recommendation: THAT the Motion Picture Film Policy be adopted.	Item 12.3 Page 65

<input type="checkbox"/> Miami River Greenway Trail Plan – July 7, 2010	Report of Community Economic and Development Officer – July 7, 2010 Re: Miami River Greenway Trail Plan Recommendation: THAT Council supports the preliminary Miami River Greenway Trail plans pending funding approvals from various granting agencies.	Item 12.4 Page 71
<input type="checkbox"/> BC Hydro Community Tree Planting Program – July 7, 2010	Report of Community Economic and Development Officer – July 7, 2010 Re: BC Hydro Community Tree Planting Program Recommendation: THAT Council authorizes the staff to apply for the BC Hydro Community Tree Planting Program requesting \$8,384.25 for the purchase of trees and plants to be planted in the Village in 2010.	Item 12.5 Page 75
13. BYLAWS		
<input type="checkbox"/> Business Hours Regulation Bylaw No. 942, 2010 – July 12, 2010	THAT Business Hours Regulation Bylaw No. 942, 2010 be adopted.	Item 13.1 Page 77
<input type="checkbox"/> Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 943 – July 12, 2010	THAT Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 943, 2010 be received for first, second and third reading.	Item 13.2 Page 81
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: June 21, 2010
TIME: 7:31 p.m.
PLACE: Council Chambers

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

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

ABSENT: Councillor Dave Harris

1. **CALL TO ORDER**

The Mayor called the meeting to order at 7:31 p.m.

2. **INTRODUCTION OF LATE ITEMS**

Report of Director of Finance – June 21, 2010
Re: Strategic Community Investment Fund

3. **APPROVAL OF AGENDA**

Moved by Councillor Perry
Seconded by Councillor Jackson

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. **ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting
Minutes – June 7, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Regular Council Meeting of June 7, 2010 be adopted.

**CARRIED
UNANIMOUSLY**

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☐ Canada Day Committee
Meeting Minutes – May 18,
2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Canada Day Committee Meeting of May 18, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ Economic Development
Commission Meeting
Minutes – May 19, 2010

Moved by Councillor Kenyon
Seconded by Councillor Perry

THAT the minutes of the Economic Development Commission Meeting of May 19, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ Canada Day Committee
Meeting Minutes – June 1,
2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Canada Day Committee Meeting of June 1, 2010 be received.

**CARRIED
UNANIMOUSLY**

5. BUSINESS ARISING FROM THE MINUTES

None

6. PUBLIC AND STATUTORY HEARINGS

7. DELEGATIONS and PETITIONS

Dave Urban, Fraser Valley Regional District – Experience the Fraser Project

The Mayor introduced David Urban, Planner from the Fraser Valley Regional District. David Urban commented that he had been seconded to a project called “Experience the Fraser”. The project was funded by the Province and is to be shared with Metro Vancouver and the Regional District with \$2.5 million. The bulk of the money will be going toward building a concept plan. The plan will be an integrated land and water base outdoor recreation, cultural and heritage network

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that will showcase the river, people and wildlife to create experiences on the Fraser River. It will also create experiences to connect visitors to the Fraser River.

David Urban reviewed the project objectives. The project will also partner with First Nations to showcase the River by protecting biodiversity.

The 1 km buffer around the Fraser River will be from Hope to Harrison Hot Springs. Helping guide this process is a political Steering Committee which will consist of Minister Hawes, two Mayors; one from Mission and Chilliwack; and counterparts from Metro Vancouver, Mayor from New Westminster and the Chair from the Metro Vancouver Parks Committee. The two Regional Districts will work together to provide direction and to seek assistance and cooperation from the Province and Federal Government.

The municipal role is to support this project. Would like to connect to community groups such as Harrison Hikers Club. Would like to see some political support. Mayor Becotte will be the key contact person.

The Mayor thanked David Urban for his presentation.

Petition received June 16, 2010 re Traffic on Balsam

Mayor asked Council if they wish to discuss the Petition.

Councillor Perry thanked the residents of Balsam and stated that Council needs to look at a safety traffic study.

Moved by Councillor Jackson

Seconded by Councillor Kenyon

THAT the rules of procedure be relaxed to allow for discussion of the petition.

**CARRIED
UNANIMOUSLY**

The consensus of Council was to refer this issue to staff to review the cost to implement a traffic management study.

8. **CORRESPONDENCE**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

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10.

REPORTS FROM MAYOR

Welcomed and acknowledged Ted Tisdale, as our permanent Chief Administrative Officer.

Canada Day Committee will meet again fairly shortly. There will be a Pancake Breakfast and the parade will start at 5:00 p.m. Other activities will be fireworks and children's activities, cake, flag raising. The District of Kent is having a hockey game and tug-a-war.

Attended the Chamber of Commerce meeting. Had a very successful golf tournament.

The 32nd Annual Festival of the Arts is underway.

On June 8, 2010 Council attended a joint In Camera Council meeting.

On June 15, 2010 the District of Kent hosted a Community to Community Forum with Seabird, District of Kent and VHSS.

Councillor Perry and Mayor attended Local Government Leadership Academy.

11.

REPORTS FROM COUNCILLORS

Councillor Harris Absent

Councillor Kenyon Attended Graduation Ceremonies at Harrison Elementary.

Councillor Jackson Attended the Joint Council meeting with District of Kent.

June 9, 2010 participated in the Neighbourhood Plan Area 2 meeting.

Attended Community to Community Forum with Seabird First Nations.

June 16, 2010 attended the Waste to Energy meeting in Chilliwack.

Councillor Perry June 8, 2010 attend Joint meeting of Council in District of Kent.

June 10, 2010- attended Healthy Communities meeting.

June 15, 2010 attended the Community to Community Forum.

June 16, 17, 18, 2010 attended the Local Government Leadership

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Academy.

REPORTS FROM STAFF

Moved by Councillor Perry

Seconded by Councillor Jackson

□ Rewrite of the DCC Bylaw –
June 2, 2010

Report from Chief Administrative Officer – June 2, 2010

Re: Rewrite of the DCC Bylaw

THAT Council approve the development of a DCC program directing staff to commence with the preparation of a DCC Bylaw;

THAT DCCs be based on a municipal wide application;

THAT staff prepare a 10 year financial plan based on the anticipated projects required to satisfy the OCP objective;

THAT DCCs be categorized as:

- a. Residential;
- b. Commercial; and
- c. Institutional

THAT residential DCCs for single family be charged at the time of subdivision, on the basis of “development units”, and at the time of building permit, consideration be given to charge DCCs on the floor area;

THAT DCCs for commercial and institutional be based on floor space;

THAT for the public process, the EDC and up to 3 developers be established as the DCC Bylaw review committee until the Bylaw is presented for 1st reading. Following the first reading a Public Information meeting be called and the Bylaw be presented for input/comment. Two weeks prior to the Bylaw being presented to Council for 2nd and 3rd readings a Public Notice be placed in the paper inviting public comment;

THAT the effective date of the Bylaw be set on the first day of the month following six months after approval by the Inspector of Municipalities; and

THAT the “assist factor” be established of 5%.

CARRIED

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UNANIMOUSLY

□ 2009 Statement of Financial
Information – June 4, 2010

Moved by Councillor Jackson
Seconded by Councillor Kenyon

Report from Director of Finance – June 4, 2010
Re: 2009 Statement of Financial Information

THAT the 2009 Statement of Financial Information be approved.

**CARRIED
UNANIMOUSLY**

Development Permit Application
– Baziuk – June 16, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

Report of M. Rosen, Planning Consultant – June 16, 2010
Re: Development Permit Application – Baziuk

THAT Council authorize the issuance of Development Permit No. 02/10 to the owners of Lot A, Block 2, Plan 36998, Sec 13, Twp 4, Rg 29, NWD (Glencoe Motel) to construct a temporary deck and concession building in accordance with the drawing package prepared by Andrew Baziuk Architect dated 15 June 2010, issuance of said Permit to be subject to resolving any issues raised by the Building Inspector, the Fire Department, the Health Unit, or the Public Works Department, with consideration for landscaping materials and colours to the satisfaction of staff.

**CARRIED
OPPOSED BY COUNCILLOR KENYON**

□ Economic Development Action
Plan – June 16, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

Report of Community Economic and Development Officer – June 16, 2010
Re: Economic Development Action Plan

THAT Council endorses the Economic Development Action Plan.

**CARRIED
UNANIMOUSLY**

Mayor Becotte and excused himself from the Chambers at 8:49 p.m. due to a potential conflict of interest. Councillor Kenyon assumed the position of Chair.

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Mayor Becotte reentered the Chambers at 8:50 p.m.

☐ Street Closure for Poker Run
Society – June 17, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

Report of S. Keim, Accounts Clerk – June 17, 2010
Re: Street Closure for Poker Run Society

THAT Council approve the restriction of parking on Esplanade and Maple Street from 8:00 a.m. to 8:00 p.m. and the closure of Esplanade from Hot Springs Road to Maple Street from noon until 8:00 p.m. on Friday, August 6, 2010 to allow for the Show and Shine in conjunction with the annual Harrison Lake Poker Run.

**CARRIED
UNANIMOUSLY**

☐ Memorandum of
Understanding – June 18

Moved by Councillor Kenyon
Seconded by Councillor Jackson

Report of Chief Administrative Officer – June 18, 2010
Re: Memorandum of Understanding – District of Kent, Sto:lo Tribal Council, Seabird Island Band and the Village of Harrison Hot Springs

THAT approval be given to the Mayor and Chief Administrative Officer to execute the Memorandum of Understanding on Cooperation and Communication between the District of Kent, Sto:lo Tribal Council, Seabird Island Band and the Village of Harrison Hot Springs.

**CARRIED
UNANIMOUSLY**

☐ Strategic Community
Investment Funds – June 21, 2010

Moved by Councillor Perry
Seconded by Councillor Kenyon

THAT the Director of Finance's report on the use of the Strategic Community Investment Funds be received.

**CARRIED
UNANIMOUSLY**

BYLAWS

☐ Zoning Amendment Bylaw
No. 941 – June 21, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Zoning Amendment Bylaw No. 941 be received for third reading; and

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THAT Zoning Amendment Bylaw No. 941 be adopted.

**CARRIED
UNANIMOUSLY**

14.

QUESTIONS FROM THE PUBLIC

A member of the public asked if Council was aware of the policy in the OCP regarding temporary buildings.

A member of the public stated he was encouraged about the comments regarding the traffic problem.

A member of the public asked about the Economic Development Plan and if it will be available to the public and will it be on the website.

A member of the public asked why Council is putting three developers on the DCC Committee to decide what Harrison's development cost charges should be.

A member of the public stated that the zoning bylaw states that intersections must be kept clear with view line at an intersection.

ADJOURNMENT

Moved by Councillor Kenyon

Seconded by Councillor Perry

THAT the meeting be adjourned at 9:09 p.m.

**CARRIED
UNANIMOUSLY**

**Ken Becotte
Mayor**

**Debra Key
Corporate Officer**

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

DATE: June 30, 2010
TIME: 9:31 a.m.
PLACE: Council Chambers

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

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

ABSENT:

(1) Call to
Order

CALL TO ORDER

Mayor Becotte called the meeting to order at 9:31 a.m.

(2)

INTRODUCTION OF LATE ITEMS

Report of Michael Rosen, Planning Consultant – June 15, 2010
Re: Cascia Developments – Development Servicing Agreement

Report of Chief Administrative Officer – June 25, 2010
Re: Traffic Calming on Balsam Avenue

Report of Corporate Officer – June 30, 2010
Re: Bylaw No. 942 – Business Hours Regulation

Moved by Councillor Jackson
Seconded by Councillor Kenyon

THAT the introduction of late items to the agenda be approved.

**CARRIED
UNANIMOUSLY**

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(3) ITEMS FOR DISCUSSION

☐ 2009 Annual Report

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the 2009 Annual Report be adopted.

CARRIED
UNANIMOUSLY

The Mayor thanked the Director of Finance and staff for all of the hard work in the preparation of the Annual Report.

(4) REPORTS FROM STAFF

☐ Traffic Calming on
Balsam Avenue

Moved by Councillor Kenyon
Seconded by Councillor Perry

Report of Chief Administrative Officer – June 25, 2010

Re: Traffic Calming on Balsam Avenue

THAT Council authorizes an interim measure for the installation of a speed bump as illustrated on the attached site plan and further;

THAT staff be allowed to call for proposals from traffic engineering firms to assess traffic patterns, the need for traffic calming, speed limits within residential street areas and general parking requirements within the Village boundaries.

CARRIED
UNANIMOUSLY

☐ Cascia Developments –
Development Servicing
Agreement

Moved by Councillor Jackson
Seconded by Councillor Kenyon

Councillor Harris excused himself from the chambers at 9:47 a.m. due to a potential conflict of interest.

Report of Michael Rosen, Planning Consultant – June 15, 2010

Re: Cascia Developments – Development Servicing Agreement

THAT Council authorize the Mayor and Chief Administrative Officer to execute the Development Servicing Agreement for the off-site works regarding the Lakehill Villas at 298 Lillooet Avenue once the Chief Administrative Officer is satisfied that all aspects of the Agreement have been adequately addressed.

CARRIED
UNANIMOUSLY

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Councillor Harris reentered the chambers at 9:48 a.m.

(5)

BYLAWS

☐ Bylaw No. 942
Business Hours
Regulation

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Bylaw No. 942 Business Hours Regulation be received for first, second and third reading.

CARRIED
UNANIMOUSLY

Moved by Councillor Perry
Seconded by Councillor Harris

THAT Councillor Jackson be approved to attend the Building Sustainable Communities conference on November 15 to 18, 2010 at Kelowna, BC

CARRIED
UNANIMOUSLY

(6)

ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the meeting be adjourned at 9:51 a.m.

CARRIED
UNANIMOUSLY

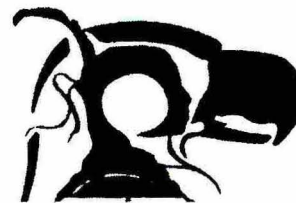
Ken Becotte
Mayor

Debra Key
Corporate Officer

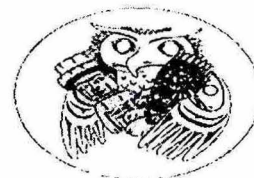


Notes of the
COMMUNITY TO COMMUNITY FORUM

Between the District of Kent, Village of Harrison
Hot Springs, Seabird Island Band, and
Sto:lo Tribal Council



Centennial Centre at Municipal Hall
7170 Cheam Avenue, Agassiz, BC
Tuesday, June 15, 2010



PRESENT: District of Kent

Deputy Mayor Darcy Striker
Councillor Ken Schwaerzle
Councillor John Van Laerhoven
Mr. W. Mah, Chief Administrative Officer
Mr. K. Hilts, Director of Community Services
Ms. C. Lee, Director of Corporate Services

Village of Harrison Hot Springs

Mayor Ken Becotte
Councillor Allan Jackson
Councillor Bob Perry
Mr. T. Tisdale, Chief Administrative Officer

Seabird Island Indian Band

Chief Clem Seymour
Councillor Carol Hope
Councillor Richard Louie
Mr. B. Jones, Economic Development Manager

Public

John Allen

1 Call to Order

Deputy Mayor Striker called the meeting to order at 10:10 a.m.

On behalf of Council and staff of the District of Kent, Deputy Mayor Striker welcomed the respective Council members and staff of the Seabird Island Band and the Village of Harrison Hot Springs to the District's Municipal Hall.

Deputy Mayor Striker advised that prior to lunch, each community leader would have an opportunity to provide an update to the group on current issues, strategic priorities and thoughts on building a collaborative relationship with one another.

In addition to follow up on the last Community to Community meeting held on March 15, a draft Memorandum of Understanding on Cooperation and Communication was included in the agenda for discussion after lunch. At that time we look forward to receiving comments from all respective parties.

Finally to build on the shared vision discussed at the last meeting, we hope to create a list of tangible joint projects in areas of common interest. Attendees were invited to consider potential projects in the following areas:

- Community forest or model forest;
- Economic development;
- Educational training;
- Emergency access road from Harrison;
- Environment;
- Erosion;
- Flood Control;
- Fraser River;
- Gravel removal;
- Salmon enhancement;
- Tourism; and
- Waste management.

2 Introduction of Late Items or Supplemental Agenda

3 Approval of the Agenda

SCHWAERZLE/PERRY

THAT the Agenda for the Community to Community Forum of June 15, 2010 be approved.

Carried

4 Adoption of Minutes

4.1 Community to Community Forum of March 15, 2010

JACKSON/PERRY

THAT the Notes of the Community to Community Form of March 15, 2010 be adopted.

Carried

5 Community Updates

5.1 Chief Clem Seymour, Seabird Island Band

Chief Seymour presented on behalf of Seabird Island Band. His presentation emphasized the following:

- Previous month's meeting with the Province and Sto:lo Tribal Council in relation to river management;
- Importance of gravel removal to all parties and issues in relation to the Department of Fisheries and Oceans (DFO);
- The success of the recently held 41st Seabird Festival; however, the canoes participating in the race were mainly local due to travel costs;
- Need to be on the same page and to build trust;
- Figure out how we are going to get things done;
- Completion of their own Land Code and overall land use plan including waste management;
- Developing policies on how we do business;
- Many factors that affect their people that never used to because things change and they do not;
- Voices together when we go out to other communities;
- Cannot overcome boundary issues, for example RCMP, unless we sit down together;
- Future development includes more housing; and
- Sit down and work together to achieve the vision statement.

Discussion related to the Band being involved in the Chamber of Commerce; Metro Vancouver's waste management plan and its potential impacts to the Valley; planning and speaking for future generations and not just about economics.

5.2 Grand Chief Clarence Pennier, Sto:lo Tribal Council

Not present.

5.3 Mayor Ken Becotte, Village of Harrison Hot Springs

Mayor Becotte presented on behalf of the Village of Harrison Hot Springs. Highlights of his presentation include the following:

- Intricacies of local government and its regulations in relation to development;
- Responsibility of local government to have a plan to ensure that bylaws, policies, etc are in place;
- Perception by the public that development is a bad word;

- Without local government there would be chaos;
- Lands in the east sector of Harrison Lake are owned by the Village, Crown and private owners;
- The Village's policies and bylaws must be conducive to potential development and not bias but respectful of the future picture of our community;
- Cannot stop development but make it manageable and sustainable in consideration of the impact it makes on infrastructure and the taxpayers;
- Development may be a difficult process to manage but it does not necessarily stop at boundaries of each community;
- Everyone has a stakeholder and various Ministries to deal with;
- Some projects take months or years but is surprising to see the projects take off;
- Development for developers are a huge risk and we need to work together to learn from each other;
- The Village would like to protect the east side of Harrison Lake with its variety of tree species and animal habitats;
- The land is not protected and could be harvested or mined;
- Work together to protect lands within each community;
- As Chief Seymour stated it is for our children; and
- Possibility to swap land with private owners or for land to be donated.

Mayor Becotte enquired with Seabird Island Band in relation to application for a forest licence; process of gaining a Crown grant or tenure; and processes to protect the safety and health of the community.

5.4 Deputy Mayor Darcy Striker, District of Kent

Deputy Mayor Striker presented on behalf of the District of Kent. Highlights of his presentation include the following:

- Recent adoption of the Agricultural Area Plan as part of the District's Official Community Plan;
- Application to DFO for this year's ditch cleaning with the District cleaning more each year;
- Opening of the second crosswalk on Cheam Avenue;
- More activity on Mount Woodside with a grand opening scheduled for July;
- Focus on recruitment of additional doctors;
- Responsibility to pay for 70% of policing costs;
- Paving of Whelpton and Else Roads;

- Invitation for Seabird Island Band to attend Union of British Columbia Municipalities Convention, September 27 to October 1; and
- Taste of Agassiz being held on November 5 at the Fraser River Fishing Lodge.

Discussion related to the past attendance of Seabird Island Band at the Union of British Columbia Municipalities Convention; responsibility of Bridge Road; and inclusion of environmental requirements within the Agricultural Area Plan.

6 Lunch

Deputy Mayor Striker advised that the meeting would continue as lunch has been scheduled for 12 noon.

7 Discussion Items

7.1 Draft Memorandum of Understanding on Cooperation and Communication

Deputy Mayor Striker requested that Mr. Mah speak on the draft Memorandum of Understanding (MOU) on Cooperation and Communication.

Mr. Mah advised that the MOU was drafted as requested at the previous Community to Community Forum held on March 15, 2010. The purpose of the document is to ensure that parties work together and develop common interests and goals in various areas such as economic growth, funding opportunities, etc. The initial draft of the MOU was discussed with Mr. Jones and we have received consent from all parties since that they are interested in signing the MOU. Common language has been used in the document. Mr. Mah welcomed input from attendees with respect to improving the language or any amendments (see Appendix "A" for draft MOU).

Mr. Jones added that the MOU was kept as brief as possible and that changes may be made as the relationship develops.

Mayor Becotte appreciated the sense of respect, trust, cooperation, and communication that the MOU conveyed. However, in the future how do we look at expanding it for our other neighbours?

Chief Seymour suggested that the door be kept open if they wish to come. Cheam has been represented through the Sto:lo Tribal Council; however, Chehalis has not been presented.

Mr. Mah advised that others have not been at the table with us and how many more opportunities and how much more time do we provide them? Additional MOUs could be established to reflect the different cultures, heritage and values.

Mr. Jones will be meeting with the Chehalis this week and will present the draft MOU for their consideration.

The draft MOU will be brought back to the next meeting under Business Arising.

7.2 Joint Projects

Deputy Mayor Striker opened the discussion by requesting information with respect to the availability of health services at Seabird Island.

Chief Seymour advised that the following health services are available at Seabird Island:

- Dentist, two or three days per week;
- Two doctors, Tuesday to Friday;
- Four to five nurses that supply services to ten Bands;
- Nurses college;
- Eye doctor, once a month;
- Hearing test, once a month;
- Mammograms; and
- Diabetes education.

Discussion related to the availability of these services to the general community; relationship with Fraser Health; and agreement with federal government.

Mr. Hilts provided an update with respect to transportation. As of September 2, 2010 there will be second bus in operation with 2,600 more hours. There will be increased trips to Chilliwack and area and the service will become hourly. During the off schedule there is a stop at Bridal Falls.

Mr. Jones advised that the bus currently does not stop at Seabird Island. Mr. Hilts will bring forward the opportunity for the bus to stop at Seabird Island.

Mr. Mah discussed potential joint opportunities of a model forest by having trails and education on forestry and the ecosystem; economic facilitator to assist in focussing on projects to benefit the area; and educational training, for example cross training at workshops like first aid and development may be possible.

Mr. Jones advised that Seabird Island provides a lot of training and education. They have a designation of a college and provide LPN training. They have an affiliation with MBIT and BCIT with respect to trades training. Their Health Services Coordinator is able to get Seabird Island involved on the big projects through sharing services and equipment.

Deputy Mayor Striker pointed out areas that the groups are currently working together in the areas of flood control, erosion and gravel removal. And that they continue to work together in these areas and perhaps with salmon enhancement.

7.3 Healthcare Services

Deputy Mayor Striker commented that the Healthy Communities Committee would be interested in having a representative from Seabird Island Band.

Councillor Perry advised that Ms. Wendy Coleman will be formally requesting a representative. We look to learn from you as your health services exceed ours.

Chief Seymour confirmed that the doctors are taken care of by the billing system and that there are other people who use the services from Agassiz, Cheam, Scowlitz, and Chilliwack. Fraser Health has too much control and ownership. The community doesn't have the ownership to make it work. We had to develop our own philosophy, not the government; otherwise we're not going to get very far. What is it going to mean for our people? How do we take care of it? A lot can come out of the MOU.

Chief Seymour also confirmed that the model of health care is fee for service and that it is funded by both levels of government.

Mr. Mah provided the example of Tofino and Ucluelet, which has a hospital and clinic respectively; however, doctors set up clinic in both communities. For the last six months, the District and the Village have been actively supporting the expansion of the Chilliwack General Hospital. The residents within the two communities are more likely to go to Chilliwack versus Hope for medical emergencies. Mr. Mah advised that on a personal note that it was difficult to find a family physician when he moved to the community. There appears to be limited opportunities for doctors to advance in Agassiz. The nurse practitioners do not seem to be available once the office is closed for emergencies. It is important for all our communities to work together to gain more doctors.

Councillor Perry advised that Fraser Health has a policy to only attract doctors on a contract basis; therefore, doctors have left the clinic for the fee for service model and limited patients. The problem is retaining doctors. The current model is not acceptable and we need to work together to attract doctors.

Councillor Van Laerhoven stated that the agreement was signed by the former Mayors. Was there a timeline? Perhaps it is time for a new agreement.

Mr. Mah agreed that there is always room to make changes as needed. In Smithers, for example, the community was able to recruit doctors from South Africa by lobbying the Minister of Health and Premier.

Councillor Perry indicated that the Protocol Agreement has no expiry date; however, it was signed with the former doctors and Mayors Pranger and Crane. We need to give new graduates an incentive to move here. Even the current doctor resides in White Rock.

Mayor Becotte pointed out the disparity of services available in the area. It is obvious that there is something wrong and that the current model is not working. We need to meet with Fraser Health and advance this issue up the ladder on medical practitioners for the District of Kent.

Councillor Schwaerzle encouraged the District and the Village to work together.

Chief Seymour advised that you need to know who you are meeting with. There must be a review process in place for agreements as things change. It is for the people. You need to know the needs of the people. Fraser Health has its own priorities that work in Vancouver but not here.

Councillor Van Laerhoven commented that it was not the intent to create what we have but the structure is obviously not working.

Mayor Becotte suggested that a former Mayor or Mayor Fisher provide the history of the current situation.

Deputy Mayor Striker stated that most of us know why it is not working. The doctors have told us. We have to let Fraser Health and the Minister know.

Mr. Jones suggested that if her time permits, their Health Manager be brought to discuss Seabird Island's health services.

7.4 Economic Facilitator (at a future meeting)

Chief Seymour requested clarification as to what the contents of the agenda would be.

Mr. Mah advised that resources like mining, forestry or fishing, within the respective communities would be identified and where to divert our energies for economic development. Each Council has different goals and priorities. There would be an opportunity to streamline joint initiatives. Perhaps Seabird Island or the Village already has a resource that we can use. We need a neutral person to help select joint projects that may be worth pursuing.

Mayor Becotte gave the example of waste management for the area and composting. We do not have the capacity to manage it properly; however, collectively it may be an option. There may be an end product that is sellable. It is a growing area.

Councillor Perry advised that currently plastic bags are not accepted at the District recycling depot.

Councillor Van Laerhoven stated that due to the recent economic downturn, the recycling of plastics became less viable and that #1 plastics were the most attractive. There needs to be consideration of opportunities during economic downturns.

Councillor Jackson stated that each community needs to determine how to develop its plan and consider how to jointly work together.

Mr. Jones suggested that the communities consider the desired outcome, for example waste. What do we want out of this? What is the individual benefit? Is burying garbage better than incinerating? What does carbon neutral mean to us? Wood waste is being considered but fireplaces are being removed. There is money in garbage. We need to compliment one another. We have land available but do the District and the Village? There is road and rail access. Development is coming.

Chief Seymour stated that economics is a huge topic. We cannot be dependent upon other people nor can we watch things go by us. People on the ground do not benefit when others do it for us. What is it going to mean to us 10 to 15 years from now? We need to understand benefits of sitting down. We do not want our grandkids to solve our problems. It does not matter who you bring in. A vision was created 50 years ago and we need to move forward to create it. We need to know what is going on from the top of the mountain to the bottom of the river and approach everything the same way. Agassiz benefits anytime that Seabird does anything. Economics is very important. The document needs to be living and breathing.

SCHWAERZLE/JACKSON

THAT the Chief Administrative Officers of the District of Kent and Village of Harrison Hot Springs and the Economic Development Manager of Seabird Island Band be directed to bring forward proposed areas of joint economic development.

Carried

8 New Business/Other Business

8.1 Breakwater Reconstruction

Mr. Hilts provided a brief background with respect to the joint initiative between the District and the Village to reconstruct the breakwater on Harrison Lake. A copy of the information was provided to neighbouring First Nations groups.

8.2 BC Hydro Ceremony

Chief Seymour advised that last month a ceremony was finally held where BC Hydro apologized for past impacts made on burial mountains and pit houses.

8.3 Next Meeting

It was agreed by consensus that the next Community to Community Forum be held on Wednesday, September 15, 2010 at 10:00 am hosted by the Village of Harrison Hot Springs.

Councillor Perry forwarded his regrets as he will be unavailable to attend the next meeting.

9 Adjournment

SEYMOUR/BECOTTE
THAT the meeting adjourn at 12:28 p.m.

Carried

CERTIFIED CORRECT:

Deputy Mayor D. Striker

W. Mah, Chief Administrative Officer

CERTIFIED A TRUE & CORRECT COPY
of the Notes of the Community to Community
Forum held on Tuesday, June 15, 2010.

Clair Lee, Director of Corporate Services



DRAFT

**MEMORANDUM OF UNDERSTANDING ON
COOPERATION AND COMMUNICATION
Between the District of Kent, Sto:lo Tribal Council,
Village of Harrison Hot Springs, and Seabird Island**

WHEREAS the District of Kent, Sto:lo Tribal Council, Village of Harrison Hot Springs, and the Seabird Island Band have a common interest in developing a collaborative working relationship which will benefit our communities;

AND WHEREAS the parties also have shared interests in cooperative intergovernmental relationships, including those between Seabird Island Band Council, Village of Harrison Hot Springs, Sto:lo Tribal Council, and the District of Kent, before and after treaties are signed, and

AND WHEREAS cooperative working relationships between governments build effective communication and trust. Collaborative actions in areas such as economic development, and natural resource management contribute directly to the health and well being of our communities;

NOW THEREFORE LET IT BE RESOLVED that this Memorandum of Understanding represents a commitment by the District of Kent, Sto:lo Tribal Council, Village of Harrison Hot Springs, and Seabird Island Band to work together to promote cooperative relationship building.

PRINCIPLES

- 1) Mutual respect for each Party's mandates, policies, and areas of jurisdiction and that the Protocol on Cooperation and Communication does not fetter the individual mandates of the parties;
- 2) Cooperation in exchange, development and distribution of information that is relevant to on-going projects of mutual benefit; and
- 3) Acknowledgement that good relations between neighbours are required for all citizens to benefit and to accomplish more together.

GENERAL OBJECTIVES

The Seabird Island Band, Village of Harrison Hot Springs, Sto:lo Tribal Council, and the District of Kent have the following mutual objectives:

DRAFT

- 1) Promote understandings of interests of First Nations and Local Governments in a province wide basis, including participation in each other's events wherever possible;
- 2) Provide opportunities for relationship building between Seabird Island Band, Village of Harrison Hot Springs, Sto:lo Tribal Council, and the District of Kent, such as through the Union of British Columbia (UBCM) annual "Community to Community Forum" which encourages dialogue between the community leaders in the areas of common interest, which includes economic development, Natural Resource Management affecting the environment, (Fraser River, Salmon Enhancement, Erosion, Flood Control, Gravel Removal, and Waste Management), Education Training, Tourism, Emergency Measures, Affordable Service Delivery, Cooperative Land Use Planning; and
- 3) Encourage and promote effective methods of dispute resolution between Seabird Island Band, Village of Harrison Hot Springs, Sto:lo Tribal Council, and the District of Kent.

IMPLEMENTATION

The Seabird Island Band, Village of Harrison Hot Springs, Sto:lo Tribal Council, and District of Kent agree to continue to support existing "Community to Community Forum" to further the objectives stated in this agreement. The four (4) Councils will meet to review joint initiatives and projects as well as the general progress on goals and objectives.

SIGNED on behalf of Seabird Island Band on this ____th day of _____, 2010 by:

Clem Seymour, Seabird Island Band Chief

(Witnessed by)

SIGNED on behalf of the Village of Harrison Hot Springs on this ____th day of _____, 2010 by:

Mayor Ken Becotte

Ted Tisdale, CAO

DRAFT

SIGNED on behalf of the Sto:lo Tribal Council on this ____th day of _____, 2010 by:

Grand Chief Clarence (Kat) Pennier

(Witnessed by)

SIGNED on behalf of the District of Kent on this ____th day of _____, 2010 by:

Mayor Lorne Fisher

Wallace Mah, CAO

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE PUBLIC HEARING OF
ZONING BYLAW AMENDMENT BYLAW NO. 941, 2010**

DATE: June 21, 2010
TIME: 7:00 p.m.
PLACE: Council Chambers

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

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

ABSENT: Councillor Dave Harris

(1) Call to
Order

CALL TO ORDER

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

(2)

PROCEDURE FOR PUBLIC HEARING

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

The Mayor read out the proposed amendment to the Zoning Bylaw Amendment Bylaw No. 941, 2010 for consideration.

The Mayor reported that no written submissions were received.

Mayor Becotte provided the applicant an opportunity to make a brief presentation.

Michael Rosen, Planning Consultant

Michael Rosen provided a brief summary of the bylaw. It creates a new residential reserve zone. This will establish uses that could occur on properties for single family lots and it establishes minimum lot size for any properties that will be subdivided, into 2 acres. It establishes rules on any residential zones, such heights of buildings, setbacks and requirements for parking. The minimum lot size will be 2 acres. The second part of the bylaw actually zones three specific properties from Tourist Commercial to Residential Reserve. The three properties are 673 Hot Springs Road, 657 Hot Springs Road and 637 Pine Avenue. These commercial zoned properties are within the Neighbourhood Planning area – Pine Avenue. This area will be redeveloped for a variety of residential type lots. The

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Neighbourhood Planning Area does not contemplate any type of commercial development. Council is replacing the commercial zoning with residential zoning. Any developer that wants to come forward with development for townhouses or subdivisions will have to apply for rezoning. This particular rezoning only changes the commercial zone to residential reserve zone. There are no proposals here tonight.

(3)

PUBLIC INPUT

Mayor Becotte invited the public an opportunity to speak and provide comments and to speak once until all have had opportunity to be heard. Each speaker will have ample time for comment. Please stand and give your name and address.

John Allen 398 Hot Springs Road

Don't think bylaw should be before Council tonight as there is no official application. OCP says that the zoning bylaw can only be amended by application. Says that any rezoning must be consistent with the OCP. Don't believe it is consistent. When the fees were set for rezoning and OCP and amendments it was calculated on how much it would cost in staff time to conduct the rezoning process, the cost was put on the shoulders of the application, so the cost for the taxpayers wouldn't be saddled with those costs. What I have seen with this bylaw and the OCP amendment, I and the rest of the tax payers have had to pay for the public hearing. The Village has received nothing in the way of an application fee. This is all being done for the benefit of someone. Someone should have applied and they should have been paying for this. It is not clear what the application is for. No idea what the land owner wants. This is also a further reduction and attack on Harrison's tourism industry. It is a viable site for commercial development. We've already had a 10 storey development inserted in our core area and condos have been approved for Kara's trailer court. You are taking the one large piece of land in the Village and taking it out of the land base for tourism. The OCP says that adequate land for all such uses must be preserved. Until there is some demonstrated need for more residential, I don't see why they are taking our commercial out and switching it to residential.

The process you followed so far for the Neighbourhood Planning Area was good, but when you put in a 10 storey condo in no one came to us and asked us what we thought. Bylaw No. 930 is the OCP Bylaw which sets the scene for 941 which amends the OCP. The OCP also says that all future amendments and rezoning must be consistent with the OCP. That means that 941 must be consistent with 864 and 930. If you look at 930 you will find that under 2b it says that under building design and landscaping, "Upon rezoning, small lot residential subdivision shall be the subject of development permit guidelines which shall be prepared in conjunction with the rezoning application". I take that to be imperative. When the OCP says that development permit guidelines shall be prepared in conjunction with the rezoning application, I expect that to be followed. In fact, in the OCP it goes to great lengths to assure the public that the Council hereafter will follow the OCP and do what it says it will do.

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The OCP and amendment both say they should have those guidelines in conjunction with the rezoning application. You haven't done that, so I think this makes this bylaw illegal as you haven't followed your own OCP. On 4c that deals with parks and trails, it says, "The exact location of the proposed neighbourhood park shall be considered at the time of the first rezoning application....." 2b says the neighbourhood park shall be located in the central portion of the neighbourhood and shall be connected to the new residential areas with trails where possible. There is an application before Council but it doesn't include the elements laid out. 941 is illegal. Doesn't think the 7 minutes rule is legal and people should be allowed to speak. I consider this a hinderness to my right to speak to Council.

Felix Comeau, 624 McComb Drive

My place is next to the planning that was proposed. What do you mean by regular size lot?

Michael Rosen says this bylaw does not deal with 4000 sq foot lots. It establishes a minimum lot size for these properties that would be zoned in this zone to a minimum of 2 acres. The Neighbourhood Plan speaks to different lot sizes within the area between Hot Springs Road and McCombs and the density is higher along Hot Springs Road and as you move to McCombs the density drops off whereby the lots for the land along McCombs would be the same size lots that exist right now.

Where you allow a suite – where would you park the vehicles? I have a RV lot just about 4000 sq feet with a wood shed, gazebo and deck, there is no room. Where would you park those vehicles. Are you planning to put a home on 4000 sq. feet – is that correct? I am a little concerned. You are designing Harrison as a slum. If this is the tourist area you want something attractive. You are not designing a very nice plan.

Michael Rosen stated that this bylaw does not rezone land for 4000 sq. ft lots. If there would be proposals coming forth in the future for 4000 sq foot lots, there would be a bylaw, a plan and design guidelines. The Neighbourhood Plan contemplates that such proposals might come forward, but this bylaw does not deal with these proposals. That would only be coming forward to the Council with public meetings if and when the municipality receives those proposals for 4000 sq. foot lots.

Felix Comeau commented, when people downsize I wonder about the parking. The Mayor clarified that this bylaw is to establish a residential reserve zone. It is not about a 4000 sq. foot lot.

George Huwyler, 495 Naismith Avenue

Urge you not to go ahead with the zoning. We are reducing the inventory of commercial at a rapid rate. Harrison will lose money. Commercial taxes are way higher. The services that the Village will have to provide are much lower than residential. As you build up residential higher and reduce your commercial there might be a short term benefit but in the long run it will come back to the fact that residential taxes will have to rise, nobody will

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move here. Or Council may decided to leave them and rise the commercial taxes even more and more business will fail. In the long run it will be a lose/lose situation. That's why I recommend not go ahead with this rezoning. That parcel should stay in tourist commercial.

John Allen, 398 Hot Springs Road

Bylaw No. 930 was adopted in December or January of this year. That bylaw is illegal. On page 6 of the OCP, it is a policy of Council to accept for the public use purposes specified that Council will not amend the OCP without a formal application. There was no formal application. You have violated your own OCP by processing 930.

Page 5a under infrastructure it says, "although Village services are adequate for development, the adequacy of the existing infrastructure to service any new development should be determined prior to rezoning the lands and here you are tonight rezoning the lands. If you followed your own bylaw, you would have an engineer's report here paid for by the proponent, and not me, the innocent tax payer victim, that assessed the infrastructure needs of the Village, that assessed the adequacy of sewer, water, roads, parks, recreation, etc and gave you the Council reports that said yes there is or is not enough of these things in order to rezone these lands. These things are put in the OCP to guide Council. The statutes in the act says Council can only act in accordance with the OCP and here you are again completely ignoring a provision of the OCP. Section 5c says a comprehensive storm water management plan shall be prepared at the time of rezoning. Does anyone see a storm water management plan here? Here you go again, completely ignoring the OCP. I think that the process is flawed, you are acting illegally, you are acting contrary to the OCP and the statutes that give you the authority as a Council to govern land use in this Village. There are rules attached to that authority in the Community Charter and LGA and they all say you got to have an OCP before you can rezone. I object to 941 along with 930. Throw it out and start over.

Mayor Becotte called for a second time for further submissions to Council.

Mayor Becotte asked a third time and final time if there was anyone else who would like to provide a comment or submission to Council regarding Bylaw No 941, 2010.

The public hearing concluded at 7:30 p.m.

Debra Key
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
BYLAW AND POLICY REVIEW COMMITTEE MEETING**

DATE: October 7, 2009
TIME: 9:30 a.m.
PLACE: Council Chambers

IN ATTENDANCE: Ken Becotte, Mayor
Allan Jackson, Councillor
Debra Key, Executive Assistant

ABSENT: Larry Burk, CAO

Recording Secretary, C. Richardson

1. CALL TO ORDER

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

2. ADOPTION OF MINUTES

Moved by Ken Becotte
Seconded by Debra Key

THAT the minutes of the Bylaw and Policy Review Committee meeting of August 4, 2009 be adopted.

CARRIED

3. DELEGATIONS/PETITIONS

None

4. CHAIRPERSON REPORT

None

5. ITEMS FOR DISCUSSION

☐ Adoption of Terms
of Reference

D. Key asked if this committee would remain as a standing committee. All members in attendance agreed that it should remain as a standing committee.

Moved by Debra Key
Seconded by Ken Becotte

THAT the Terms of Reference for the Bylaw and Policy Review Committee be adopted.

CARRIED

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- ☐ **Review of Sign Bylaw 479** Allan Jackson commented on how well written Bylaw 479 is, but questioned how to get people to comply with it.

D. Key commented on the length of the bylaw and suggested that it be condensed and the fee be removed from the bylaw and be put in the Fee Schedule bylaw.

K. Becotte feels that the current bylaw covers quite a bit of ground but feels that people are unaware of the sign bylaw and what the requirements are to conform to.

D. Key recommended placing information on the website for the public to access that would help residents understand the meaning of signs located in the Village.

Allan Jackson discussed some of the previous signs in the Village that were non-conforming and the difficulties of enforcement.

K. Becotte voiced his dislike of some of the signs being used by businesses. He suggested that staff do a review of the document to shorten it as it is quite long and wordy. He suggested that sign bylaws be distributed with the yearly business licence reminders so that business owners are aware of the sign bylaw.

D. Key will discuss with CAO L. Burk any revisions/changes to the bylaw. D. Key will discuss the business licence aspect with P. Parberry to move forward with distributing copies of the bylaw with business licences as per K. Becotte's suggestion.

Allan Jackson discussed some of the prohibited signage within the Village that is on private property.

All members agreed to leave the bylaw with D. Key for changes, amendments and updates to bring forward by next year.

- ☐ **Bylaw 880-Smoking Regulation** Smoking Regulation Bylaw 880 was discussed.

D. Key referred to the letter from Fraser Health in regards to their request for support to ban smoking in restaurants and bars. Reference to other municipalities and their smoking bylaws brought forward ideas useful in preparation for a similar bylaw for the Village.

Allan Jackson stated that most businesses feel there is already a bylaw in place and therefore the business owners are already not allowing smoking on the patio areas. Alan Jackson would like this bylaw to be made a priority and introduced and approved this year.

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K. Becotte brought up the signage aspect of this bylaw. Most establishments already have signs posted regarding no smoking. The onus should be somewhat on the businesses and staff to inform their patrons.

D. Key will draft up a bylaw for review at the next Bylaw and Policy Review Committee meeting. The bylaw will need to be approved by the Minister of Health.

☐ **Review of Littering,
Dumping and
Snow Bylaw 870**

This Bylaw had already been adopted. Snow removal in front of businesses needs to be cleared by the owners or occupants. Enforcement needs to be consistent and the Village will need to promote awareness to the property owners.

K. Becotte requested a snow removal reminder notice be sent out to local businesses before the winter arrives.

Allan Jackson discussed boulevard maintenance pertaining to this bylaw.

K. Becotte mentioned that some residents are elderly and seasonal residents and the responsibility of maintenance on these properties.

A report from Ken Fleckenstein, Superintendent of Public Works regarding snow, ice removal and garbage collection was briefly discussed.

☐ **Review of Pesticide
Use Control Bylaw 857**

The Pesticide Bylaw has had one reading, but D. Key suggested that this be abandoned.

Allan Jackson referred to the pesticide bylaw from the City of Toronto and its simplicity. Port Moody's bylaw was also discussed.

D. Key spoke of the Pesticide Free BC website and the locations that have been acknowledged for their efforts in education within their communities regarding pesticide use. She stated that a pesticide bylaw would be almost impossible to enforce and that education would be the best way to raise public awareness.

Allan Jackson would like to bring a no-pesticide bylaw to Harrison now as it might be of great benefit down the road.

D. Key asked members to review the website and come back with ideas they would like to bring into Harrison. All Committee members in attendance agreed that institution of a Bylaw would not be effective without education.

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Allan Jackson would like D. Key to draft a bylaw for Mayor and Council to review and stressed the priority of the matter.

The members discussed ideas presented at UBCM regarding alternative ways to reduce waste and produce energy. There is a variety of new technology that could be tapped into for carbon offsets, renewable energy, cost reductions for garbage and recycling fees.

K. Becotte will forward the information regarding the “waste domes” to CAO L. Burk to see if this is an idea that could plausible for a community this size.

D. Key stated that she is still working on cleaning up some of the policies that are redundant and not useful. She is drafting a website policy and will be looking at a possible communications policy.

K. Becotte discussed a bylaw document from UBCM regarding water quality and well closures and the need for residents to begin to properly close off their wells. He feels that there needs to be some regulation regarding this topic.

Allan Jackson feels that people may not realize the possible contamination issues and some education to the public would be greatly beneficial.

K. Becotte provided two versions of a draft bylaw and asked that D. Key use these samples to draft a bylaw to regulate well closures.

Moved by Ken Becotte
Seconded by Debra Key

THAT the meeting be adjourned at 10:39 a.m.

CARRIED

Alan Jackson (Chair)

Debra Key, Corporate Officer

Businesses at Harrison Village Mall
196 Esplanade Ave.
Harrison Hot Springs, BC
V0M 1K0
July 6, 2010

Village of Harrison Hot Springs
495 Hot Springs Rd.
Harrison Hot Springs, BC
V0M 1K0

FILE #	DATE
320	JUN 08 2010
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM A B C	
COUNCIL AGENDA	
DATE July 12/10	
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	



Dear Harrison Village Council:

We would like to express our extreme disappointment that the Village allowed a vendor from Chilliwack to set up and do business in Harrison Hot Springs for one day, that day being July 1st, 2010. Canada Day has always been a day that the business community looks forward to as a busy and profitable day to offset the quiet periods that we experience during the slow season. We were all very shocked and disappointed on the morning of July 1st when we saw a vendor setting up on the pool lawn. The placement of the trailer obstructed the view and the generator that they used was so loud that no one at the mall was able to enjoy any of the music or presentations that went on at the plaza. Most of us ended up over staffed and with too much perishable supplies. In consideration for the businesses a notification of a temporary vendor in that location would have been an appropriate course of action.

We would strongly like to see the bylaw changed so that this type of business licence be prohibited or the location not be offensive to the tax paying businesses already established in our village.

Sincerely,

Leah Rose
Beach Treats

The Greenstar Cafe
이 찬 수
(Lee . Chan Soon)

HARRISON HAMBURGER
IN GUN KIM

Kim McShee
Cookin' Kim's Country Cafe



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** July 2, 2010
FROM: Debra Key, Corporate Officer **FILE:** 3900
SUBJECT: Council Procedure Amendment Bylaw

ISSUE:

To amend Council Procedure Bylaw No. 914, 2009.

BACKGROUND:

Council and staff have reviewed the current bylaw and have suggested some updates, minor changes and additions to the bylaw.

In section 3 there is some housekeeping required to address the new procedures for Council and public notice of meeting agendas. Council now has email access and the Village has a relatively new website which allows for the placement of all Council agendas and minutes.

s. 130 of the *Community Charter* requires the designation of a member of Council to act in the place of Mayor. In January of each year, the Mayor appoints a member of Council to act in the capacity of Mayor for the current year. This appointment is done on a rotation basis for all Councillors. If both the Mayor and member designated are absent from a council meeting, then the members must choose another member to preside as acting Mayor. That designation should go to the next member on the rotation list. The term "Deputy Mayor" should be deleted to avoid duplication and confusion of the term "Acting Mayor".

There have been some requests from the public for audio recordings of meetings. There is no legislative authority, current policy or bylaw that addresses minute taking of meetings and how the meetings are to be recorded. It has been the practice of the recording secretary to choose how to record the meeting and once the minutes have been adopted, the audio recording is erased.

There is no policy or bylaw to address the conduct and notice of public hearings or public information meetings. As a result, new headings have been added to reflect these procedures.

RECOMMENDATION:

THAT Council consider these amendments to Council Procedure Bylaw No. 914, 2009 in support of the Corporate Officer's requirement to provide notice in compliance with s. 124(3) of the *Community Charter*.

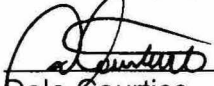
Respectfully submitted for your
consideration;



Debra Key
Corporate Officer

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



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 944

A bylaw to amend Council Procedure Bylaw No. 914

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to amend Council Procedure bylaw No. 914, 2009;

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

1. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Council Procedure Bylaw Amendment Bylaw No. 944, 2010."

2. AMENDMENT

In Council Procedure Bylaw No. 914, 2009 under the heading of:

- a. Definitions, "Acting Mayor" amend to read, "means a member of Council who is appointed by council to preside as acting mayor when the mayor and member designated under s. 130(1) is absent from a council meeting;
- b. Definitions, "Deputy Mayor" amend to read, "means the member appointed by Council to preside at any meeting of Council in the absence or incapacity of the Mayor;
- c. In 3. Meetings of Council, section 3(h)(i), amend the paragraph to read:

"emailing a complete Council Agenda package and placing a complete Council agenda package in each Council member's mailbox; and

Delete (ii) and replace with (ii):

"placing notice on the Village's website".

- d. After section 11, insert a new Section "Minutes of Meetings"

12. Minutes of Meetings

- (a) Minutes of Council, Committee and Commission meetings must be taken, including the provision to certify the minutes and those minutes may be recorded with a recording device at the convenience of the recording secretary;
- (b) The minutes of Council, Committee and Commission meetings, once adopted, are the official record of those meetings;
- (c) If the meeting was recorded, the recording may be available to the public at a fee as established in the fee bylaw;
- (d) The recording will be available until the minutes of that meeting have been adopted at which time the recordings will be erased.

- e. After section 13, insert a new Section "Public Hearings and Public Information Meetings"

14. Public Hearings and Public Information Meetings

(a) Public Hearings

- (i) The Corporate Officer or designate must give public notice of a Public Hearing in accordance with s. 892 of the *Local Government Act*;
- (ii) At least 24 hours before a Public Hearing, the Corporate Officer or designate shall give public notice of the time, place and date of the Public Hearing by way of posting a notice at the public notice posting place; and
- (iii) By placing a notice on the Village's website.
- (iv) Conduct of a Public Hearing will be at the call of the Chair;
- (v) Oral submissions at the Public Hearing may be limited by the Chair to 7 minutes for each speaker; and may be allowed further opportunity to speak a second or third time once all persons have had opportunity to speak.
- (vi) A written report of a Public Hearing containing a summary of the representations made at the hearing must be prepared and maintained as a public record; and a recording device may be used at the convenience of the recording secretary;
- (vii) The written record of a Public Hearing, once adopted, is the official record of that hearing;

(viii) If the Public Hearing was recorded, the recording may be available to the public at a fee as established in the fee bylaw;

(ix) The recording will be available until the record of that hearing has been adopted at which time the recording will be erased.

(b) Public Information Meetings

(ii) At least 24 hours before a Public Information Meeting, the Corporate Officer or designate shall give public notice of the time, place and date of the meeting by way of posting a notice at the public notice posting place; and

(iii) By placing a notice on the Village's website.

3. This bylaw may not be amended or repealed and substituted unless Council first gives notice in accordance with section 94 of the Community Charter.

In Compliance with section 124(3) of the Community Charter, a notice was placed in the _____ and _____ editions of the Agassiz-Harrison Observer newspaper.

4. **READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF , 2010

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2010

READ A SECOND TIME THIS DAY OF , 2010

READ A THIRD TIME THIS DAY OF , 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 914

A bylaw to establish the rules of procedure for Council of the Village of Harrison Hot Springs

WHEREAS under Sections 124 (1) of the *Community Charter*, Council must by bylaw establish the general procedures to be followed by Council and Council Committees in conducting their business,

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

1. **CITATION:**

This Bylaw may be cited for all purposes as “Village of Harrison Hot Springs Council Procedure Bylaw No. 914, 2009” and comes into effect on the date of adoption.

2. **DEFINITIONS:**

In this bylaw, unless the context otherwise requires:

“Acting Mayor” means a member of Council who is nominated by the Mayor and appointed by Council pursuant to Section 130 of the *Community Charter*;

“Charter” means *Community Charter*;

“Commission” means a municipal commission established under s.143 of the *Community Charter*;

“Committee” means a select, standing, or other committee duly appointed by the Council, but does not include COW;

“COW” or “Committee of the Whole” means all of the members of the Council present at a meeting sitting in Committee;

“Councillor” means a Councillor of the Village of Harrison Hot Springs;

“Corporate Officer” means the Corporate Officer for the Village of Harrison Hot Springs;

“Council” means the Municipal Council of the Village of Harrison Hot Springs;

“Deputy Mayor” means the member appointed by Council to preside at any meeting of Council in the absence or incapacity of the Mayor;

“In Camera meeting” means a meeting closed to the public;

“Mayor” means the duly elected Mayor of the Village of Harrison Hot Springs;

“Member” means a member of the Municipal Council of the Village of Harrison Hot Springs and includes the Mayor;

“Meeting” shall include all meetings of Council whether regular or otherwise unless specifically stated;

“Motion” means a formal proposal made by a member of Council that the Council undertake or approve a specified course of action; and

“Municipal Hall” means Harrison Hot Springs Municipal Hall located at 495 Hot Springs Road, Harrison Hot Springs, British Columbia

“Public Notice Posting Place” means the front window at the entrance to the Village Office and public notice board within the Village of Harrison Hot Springs;

“Village” means the Village of Harrison Hot Springs;

“Village Web Site” means the information resource found at an internet address provided by the Village;

3. **MEETINGS OF COUNCIL:**

- (a) Following the general local election, the first Council meeting shall be held on the first Monday in December in the year of the election.
- (b) After the inaugural meeting, regular meetings of Council shall be held on the first and third Mondays of each month, except for the months of July, August and September, when there shall only be one meeting per month and that meeting shall be on the second Monday of the month for those three months;
- (c) Where the regular meeting day of Council occurs on a statutory holiday, the regular meeting will take place on the day immediately following such holiday, or another date set by Council;

- (d) Regular Council meetings may:
 - (i) be cancelled by the Mayor or Council, provided that two consecutive meetings are not cancelled; and
 - (ii) be postponed to a different day, time, and place by the Mayor, provided the Corporate Officer is given at least two (2) days written notice.
- (e) Council meetings shall be held in the Village of Harrison Hot Springs Municipal Hall unless, by resolution, some other locale is approved by Council.
- (f) Regular meetings of Council shall be held at 7:00 pm.
- (g) Regular meetings of Council must adjourn by 10:00 p.m. on the day scheduled for the meeting, unless Council resolves to proceed beyond that time;
- (h) At least 24 hours before a regular meeting of Council, the Corporate Officer or designate must give public notice of the time, place and date of the meeting by way of posting a notice at the public notice posting place; and
 - (i) leaving a copy of the agenda for each Council member in the Council member's mailbox at the Village Office;
 - (ii) faxing or emailing a copy of the agenda to the local community newspaper for their information.
- (i) By resolution of Council, if a member of Council cannot attend a Regular or Special Meeting of Council, the member may partake in all matters put before Council and be deemed to be in attendance at the meeting through the use of a telephone or any other such electronic device as approved by Council wherein they can freely partake in verbal discussion on any issue or item.

4. **AGENDA:**

- (a) Prior to each regular meeting, the Corporate Officer or designate shall prepare an agenda of all business to be brought before the Council at such meeting.
- (b) At least 72 hours before a regular meeting of Council, the Corporate Officer or designate must deliver a copy of the agenda to each member of Council at the place to which the Council member has directed notices and/or agendas to be sent.
- (c) The Mayor or presiding member may add correspondence, reports or other items to the agenda of a regular meeting of Council in that meeting providing Council concurs to the late items by resolution.
- (d) All documents intended to be considered by Council at a meeting must be delivered to the Corporate Officer or designate not later than 12:00 noon on the Wednesday preceding the day of the meeting of the Council.

- (e) The Council shall proceed with business in the order set out in the agenda, unless the majority of the Council present otherwise directs.
- (f) Except as Council otherwise resolves and, in any event, only to the extent that business exists at a particular meeting under each of the following subject headings, the usual order of business at a Regular Meeting of Council shall be:
 - 1. Call to Order
 - 2. Introduction of Late Items
 - 3. Approval of Agenda
 - 4. Adoption of Minutes
 - 5. Business Arising from Minutes
 - 6. Delegations
 - 7. Correspondence
 - 8. Business arising from Correspondence
 - 9. Reports of Committees, COW and Commissions
 - 10. Reports from Mayor
 - 11. Reports from Councillors
 - 12. Reports from staff
 - 13. Bylaws
 - 14. Question Period (pertaining to agenda only)
 - 15. Adjournment
- (g) When any order, motion, or question is lost, by reason of the Council or any Committee thereof breaking up for want of a quorum, the order, resolution, or question so lost shall be the first item of business to be proceeded with and disposed of at the next meeting of the Council or Committee under that particular heading.

5. **OPENING PROCEDURES:**

- (a) The Mayor shall take the chair and call the members to order as soon after the hour of meeting when a quorum is present.
- (b) The Deputy Mayor shall take the chair and call the members to order in case the Mayor does not attend within 15 minutes after the time appointed for a meeting; or if the Deputy Mayor is absent, the Corporate Officer or designate shall call the members to order and, if a quorum is present, the members shall appoint an Acting Mayor who shall preside during the meeting or until the arrival of the Mayor.
- (c) The Corporate Officer or designate shall record in the minutes, should there be no quorum present within 15 minutes after the time appointed for the meeting, the name of the members present at the expiration of 15 minutes and the meeting shall stand adjourned until the next meeting.

6. **RULES OF CONDUCT AND DEBATE:**

- (a) Every member shall address the chair before speaking to any question or motion.
- (b) Council members shall address the chair as “Mayor”, “Your Worship”, “Deputy Mayor” or “Acting Mayor” as the case may be and shall refer to each other by surname as “Councillor _____”.
- (c) No member shall:
 - (i) speak disrespectfully of the reigning sovereign, a member of the Royal Family, the Governor General, or a Lieutenant Governor;
 - (ii) use offensive words in Council or against any member thereof;
 - (iii) speak beside the question in debate or reflect upon a vote of the Council, except for the purposes of moving that the vote be rescinded;
 - (iv) leave his seat or make any noise or disturbance while a vote is being taken and until the result is declared;
 - (v) interrupt a member who is speaking, except to raise a point of order;
 - (vi) disobey the rules of the Council or disobey the decision of the Mayor or presiding member on points of order or practice, or upon the interpretation of the Rules of Council by the Mayor or presiding member, except any member shall have the right of appeal against the Chair as provided for in the *Charter*.
- (d) If any member takes an action prohibited, the member shall be ordered by a majority vote of the Council or on the order of the Mayor or presiding member to leave his/her seat for that meeting, and in the case of his/her refusing to do so, may, on order of the Mayor or presiding member, be removed from the meeting by a Peace Officer.

- (e) However, if a member offending subsection 6(d) apologizes to the Council, the Council may, by majority vote, permit him to resume his seat.
- (f) No member may speak more than once to the same question without leave of the Council, except to explain a material part of his/her speech which may have been misconceived, and in doing so the member may not introduce new information.
- (g) A member who has made a substantive motion to the Council shall be allowed to reply, but not a member who has moved an amendment.
- (h) The Mayor or presiding member, or any member through the Mayor or presiding member, may call a point of order to a member who is speaking. When such action is taken, the Mayor or presiding member shall immediately suspend debate and the member in question shall refrain from speaking until the Mayor or presiding member determines the point of order.
- (i) After a question is finally put by the Mayor or presiding member, no member shall speak to the question nor shall any other motion be made until after the result of the vote has been declared.
- (j) The decision of the Mayor or presiding member, as to whether the question has been finally put, shall be conclusive, and when the Mayor or presiding member is putting a question, no member shall walk out of the Chamber.
- (k) A member of Council may, by right, require the motion under discussion be read for informational purposes at any period of the debate, but not so as to interrupt any member speaking.
- (l) No member shall speak to any motion or in reply for longer than five minutes, without leave of the Council except the mover of a motion shall be allowed to reply to the motion for up to three minutes and close the debate.
- (m) If the Mayor or presiding member desires to leave the chair for purposes of taking part in a debate or otherwise, he shall call upon the Deputy Mayor or, in the absence of the Deputy Mayor, another member of Council to take the chair until the Mayor or presiding member resumes the chair.
- (n) A Council member or former Council member must, unless specifically authorized otherwise by Council:
 - (i) keep in confidence any record held in confidence by the Village, until the record is released to the public as lawfully authorized or required; and

- (ii) keep in confidence information considered in any part of an In Camera Council, COW or committee meeting, until the Council, COW or committee discusses the information at a meeting that is open to the public or releases the information to the public.

7. **VOTING:**

- (a) All voting shall be by a show of hands, unless in the case of a Council meeting where a Council member or members are partaking by use of a telecommunications device, as approved by Council resolution, the voting on a motion shall be conducted by the Mayor or presiding member verbally asking each member, in turn, whether they are in favour of the motion and each Council member must respond verbally in the positive or negative.
- (b) Each member present, including the Mayor or presiding member, shall have one vote.
- (c) A motion on a bylaw or resolution, or any other question before Council, is decided by a majority of the Council members present at the meeting, including the Mayor.
- (d) A member may request that his/her vote be recorded on a question.
- (e) Upon the request of any member, when the question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately.
- (f) Council shall not reconsider any motion more than once at the same meeting, except by unanimous consent of Council.
- (g) After a vote has been taken on a motion, except one of indefinite postponement of a subject, any member who voted on the prevailing side may, at the next regular Council meeting, move for reconsideration or a rescission thereof. Council shall not discuss the main motion until such time as the motion for reconsideration is passed in the affirmative.
- (h) Each Council member present at the time of a vote must vote on the matter.
- (i) If a Council member abstains from voting or does not indicate how they vote, the member is deemed to have voted in the affirmative.
- (j) If the vote of the members present at a Council meeting at the time of the vote is equal for and against a motion, the motion is defeated.

8. **MOTIONS:**

- (a) Every motion other than a procedural motion shall be recorded by the Corporate Officer or designate.
- (b) When a motion has been made and seconded, the Mayor or presiding member shall propose a question framed thereon to open debate.

- (c) When the debate is closed, the Mayor or presiding member shall immediately put the question to a vote.
- (d) After a motion has been stated or read, it is deemed to be in the possession of Council, but may be withdrawn by the mover and seconder of the motion by the majority of Council members present.
- (e) Whenever the Mayor or presiding member is of the opinion that a motion is contrary to the rules and privileges of Council, he shall apprise the members thereof without proposing the question, and shall cite without argument or comment, the rule or authority applicable to the case.
- (f) When a question is under consideration, no motion shall be received, except for the following;
 - (i) to refer to a Committee;
 - (ii) to amend;
 - (iii) to postpone (defer) to a certain time;
 - (iv) to lay on the table;
 - (v) to postpone indefinitely;
 - (vi) to move the previous motion; and
 - (vii) to adjourn.
- (g) The motions listed in Section 8(f) shall have precedence in the order in which they are named, and the last four shall be neither amendable nor debatable.
- (h) A motion for reference in Section 8 (f)(i) shall, until it is decided, preclude all the amendments of the main question.
- (i) A motion to adjourn the debate is always in order and need not be in writing, and shall be decided without debate. No second motion to the same effect shall be made until some intermediate proceedings have occurred.

9. AMENDMENTS TO MOTIONS:

- (a) A member may move that a motion be amended in one of the following ways:
 - (i) by leaving out certain words;
 - (ii) by leaving out certain words and inserting or adding others;
 - (iii) by inserting or adding certain words; or
 - (iv) by substitution.
- (b) The Mayor or presiding member shall not permit an amendment which negates the purpose of the main motion.

- (c) When a member moves to amend a motion, the Mayor or presiding member shall state the original motion followed by the amendment and then shall put the question of the amendment to the Council.
- (d) If the motion is defeated, the Mayor or presiding member shall again propose the main question and debate may continue.
- (e) Members, other than the member who moved the defeated amendment, may submit amendments.
- (f) If the amendment is passed, then the debate continues on the amended motion. It shall be competent for a member to move other amendments subject to the limitations set forth in the following sections.
- (g) The Mayor or presiding member shall allow only one amendment to an amendment.
- (h) Once Council defeats an amendment, it cannot be moved a second time.
- (i) The Mayor or presiding member shall put amendments to Council in the reverse order to that in which they are moved. When there is a main motion, a primary amendment and a secondary amendment thereto, the motion and appendages shall be put to the Council in the following order:
 - (i) The secondary amendment.
 - (ii) The primary amendment to the main motion.
 - (iii) The main motion.

10. **BYLAWS:**

- (a) The Corporate Officer or designate shall have every proposed bylaw prepared before it is considered by Council and every member shall be given a copy at least 24 hours prior to the meeting of Council, or all Council members unanimously agree to waive this requirement.
- (b) Subject to section 135(3) of the *Community Charter*, three readings may be given on the same day, however, section 890(9) of the *Local Government Act* provides that Council may adopt an official community plan or zoning bylaw at the same meeting at which the plan or bylaw passed third reading.
- (c) The Corporate Officer or designate shall endorse upon every Bylaw, the date of the readings, the effective date and the date of adoption.
- (d) Only the title and the intended object of the Bylaw shall be read by the Mayor, presiding member, Corporate Officer or designate at first reading of the Bylaw.

- (e) The Mayor or presiding member shall not allow any amendments or debate at first reading of a Bylaw.
- (f) If a motion to introduce a Bylaw fails or is not made and seconded, the Bylaw shall be considered defeated and shall be removed from the agenda and shall not be brought forward as unfinished business on a subsequent agenda.
- (g) The second and third reading of a Bylaw may be deferred for a total period up to three months upon a motion of Council,
- (h) Where the *Charter* or *Local Government Act* requires that a Public Hearing be held, it shall be held after first reading and before third reading of the Bylaw.
 - (1) Pursuant to section 890(3) of the *Local Government Act*, any written submissions respecting matters contained in the proposed bylaw that is the subject of the hearing must be received 48 hours prior to the date of the Public Hearing.
- (i) A Bylaw is not valid unless it has been given three readings and has then been adopted by the Council, pursuant to the *Community Charter*.
- (j) Nothing in this section shall require the Council to introduce a Bylaw or give it any reading or readings.
- (k) Second reading of the Bylaw shall consist of debate upon the general principles of the Bylaw.
- (l) Every Bylaw other than an Official Community Plan or Zoning Bylaw, shall be adopted not less than one clear day after it has received third reading, upon the motion "That the Bylaw cited as "_____" be adopted" provided, however, that if the Bylaw must be approved pursuant to the *Community Charter* or any other *Act*.
- (m) Upon reconsideration, the bylaw may be approved or rejected.
- (n) A Council member may request that the whole or any part of the Bylaw shall again be read before the motion for reconsideration and adoption is put.
- (o) Every adopted and signed bylaw shall be kept indefinitely by the Corporate Officer or designate Bylaw among the corporate records of the municipality.

11. **PETITIONS AND DELEGATIONS:**

- (a) No person or group of persons wishing to appear before Council may do so unless the Corporate Officer or designate has first been provided a written application prior to 4:30 p.m. on the Wednesday before the meeting to be included on the agenda.

- (b) A delegation shall appoint a speaker or, upon a vote of the majority of Council members present at a meeting, more than one speaker.
- (c) The Mayor or presiding member shall allow up to 10 minutes for the presentation with a ten-minute question and answer period following.
- (d) The Council may dispose of the petition or submission at the meeting, refer the subject matter to a Committee, or take such other action as it deems expedient.
- (e)
 - (i) A petition presented to Council shall legibly include the subject matter, date of the petition, the name of each petitioner, post office box, and civic address.
 - (ii) In the case of a corporation, it is required that the signature on a petition include written authority signed by a Director of the corporation under the corporate seal.
- (f) Council reserves its authority in whole or in part to not deliberate on any matters presented at a delegation until the subsequent meeting.

12. SPECIAL MEETINGS OF COUNCIL:

- (a) Except where notice of a special meeting is waived by unanimous vote of all Council members under Section 127 (4) of the *Community Charter*, at least twenty-four hours before a special meeting of Council, the Corporate Officer or designate must:
 - (i) give advance notice of the time, place and date of the meeting by way of a notice posted at the public notice posting places in the Village of Harrison Hot Springs; and
 - (ii) give notice of the special meeting in accordance with Section 127 (2) of the *Community Charter*.

13. ATTENDANCE OF PUBLIC AT MEETINGS:

- (a) Subject to Sections 89 and 90 of the *Community Charter*, all Council meetings must be open to the public.
- (b) Before a meeting or part of a meeting is to be closed (In Camera) to the public, Council must state by resolution, the fact that the meeting is to be closed (In Camera) and the basis under Section 90 of the *Community Charter* on which the meeting is to be closed.

- (c) This section applies to meetings of bodies referred to in Section 93 of the *Community Charter* including, without limitation:
 - (i) Standing or select committees;
 - (ii) Commissions;
 - (ii) Committee of the Whole.

14. COMMITTEE OF THE WHOLE:

- (a) A quorum of the Council is quorum for the Committee of the Whole.
- (b) A meeting of the Committee of the Whole may be called at any time by the Mayor.
- (c) At least twenty-four hours before a meeting of the Committee of the Whole, the Corporate Officer or designate must give public notice of the time, place and date of the meeting by way of posting an agenda at the public notice posting places;
- (d) During a Regular Council meeting, Council may, by resolution, resolve itself into the Committee of the Whole to consider specific matters.
- (e) The Mayor shall preside at the Committee of the Whole, unless the Council appoints another member of Council to preside.
- (f) The rules of the Council shall be observed in the Committee of the Whole so far as may be applicable, except that;
 - (i) the number of speeches by a member to any question shall not be limited;
 - (iii) no member shall speak for a longer total time of five minutes to a question; and
 - (iii) a seconder to a motion is not required.
- (g) A record will be recorded of how members voted.
- (h) A motion in the Committee of the Whole to rise without reporting, or that the Chair of the Committee leave the chair, is always in order and shall take precedence over any other motion.
- (i) Debate on a motion referred to in Section 14(f)(i) shall be allowed, but no member shall speak more than once to the motion and, on further vote, shall be considered disposed of in the negative, and the Chair of the Committee of the Whole shall resume the Chair and proceed with the next order of business.

- (j) When all matters referred to the Committee of the Whole have been considered, a motion to rise and report shall be adopted. The Committee, when it has partly considered a matter, may report progress and ask leave to sit again. In resumption of regular Council business, the Chair of the Committee of the Whole shall report to the Council and the Council may:
 - (i) adopt the report;
 - (ii) reject the report;
 - (iii) adopt the report with amendments;
 - (iv) refer the subject matter for further consideration, either in part or in whole;
 - (v) postpone action on the report; or
 - (vi) approve the request of the Committee to sit again, the Committee having reported progress after partial consideration of the subject.
- (k) A resolution at a Regular meeting of Council to adopt minutes of a Committee of the Whole meeting shall constitute ratification of all motions therein. Issues are finalized and authorized once the Council has passed the resolution to adopt.

15. **STANDING AND SELECT COMMITTEES AND COMMISSIONS**

(a) Standing Committees

- (i) The Mayor must establish standing committees for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees;
- (ii) At least half of the members of a standing committee must be council members;
- (iii) Subject to 15(a)(i), persons who are not council members may be appointed to a standing committee.
- (iv) The Mayor shall designate one member of each committee to act as Chair and the Chair will be entitled to one vote.
- (v) The Mayor shall be an ex-officio member of all Committees and be entitled to vote at all meetings thereof.
- (vi) Members of Council, other than members appointed to a Standing Committee, may attend the meetings of a Standing Committee and shall not be allowed to vote, but may, with the consent of the Committee, be allowed to take part in any discussion or debate by permission of a majority vote of the members of the Committee.

- (vii) A majority of voting members appointed to a Standing Committee shall constitute a quorum.
- (viii) Standing Committees must consider, inquire into, report, and make recommendations to Council about all of the following matters:
 - (a) matters that are related to the general subject indicated by the name of the committee;
 - (b) matters that are assigned by Council;
 - (c) matters that are assigned by the Mayor;
 - (d) as required by Council or the Mayor, or at the next Council meeting, if possible, if the Council or Mayor does not specify a time.

(b) Select Committees

- (i) Council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the Council.
- (ii) At least one member of a select committee must be a council member;
- (iii) Subject to 15(b)(i), persons who are not council members may be appointed to a select committee.
- (iv) The Mayor shall designate one member of each committee to act as Chair and the Chair will be entitled to one vote.
- (v) The Mayor shall be an ex-officio member of all Committees and be entitled to vote at all meetings thereof.
- (vi) A Select Committee shall, upon completion of its assignment and upon submission of its final report to the Council, be automatically dissolved.
- (vii) A majority of voting members appointed to a Select Committee shall constitute a quorum.
- (viii) Select Committees must consider, inquire into, report and make recommendations to Council about the matters referred to the committee by the Council;

- (ix) Select Committees must report and make recommendations to Council at the next Council meeting, if possible, unless Council specifies a different date and time.

(c) Commissions

- (i) Council may establish and appoint a commission to do one or more of the following:
- (ii) A council member is not eligible to be a member of an advisory planning commission, but may attend at a meeting of the commission in a resource capacity.
- (iii) A council member is eligible to be a member of any other commission;
- (iv) A majority of voting members appointed to a Commission shall constitute a quorum.
- (v) Commissions must consider, inquire into, report and make recommendations to Council about all of the following matters:
 - (a) matters that are related to the general subject indicated by the name of the commission;
 - (b) on matters that are assigned by Council or the Mayor;
 - (i) as required by Council or the Mayor, or
 - (ii) at the next Council meeting, if possible, if the Council or Mayor does not specify a time.
- (d) At least twenty-four hours before a meeting of Standing and Select Committees or Commissions, the Corporate Officer or designate must give public notice of the time, place and date of the meeting by way of posting a notice at the public notice posting places;
- (e) In the transaction of business, all Standing and Select Committees and Commissions shall adhere, as far as possible, to the rules governing proceedings at the meetings of Council.
- (f) A resolution at a Regular meeting of Council to adopt minutes of standing, select committees and commissions shall constitute ratification of all motions therein. Issues are finalized and authorized once Council has passed the resolution to adopt.

16. REPORTS:

- (a) Reports of activities, as required by Council, shall be submitted through the Chief Administrative Officer for inclusion on the next Regular Council agenda for the following areas:
 - (i) Planning, Development and Building
 - (ii) Fire Department
 - (iii) Public Works
 - (iv) Finance
 - (ii) Bylaw Enforcement

17. UNPROVIDED CASES:

Except as provided in this Bylaw or in the *Community Charter*, the Council, its Standing and Select Committees, Commissions and Committee of the Whole, shall follow the rules contained in the Roberts Rules of Order.

18. SUSPENSION OF RULES:

- (a) Any one or more rules and orders contained in this Bylaw may be temporarily suspended by a majority vote of the whole of Council, except those contained in Section 6 (d), Section 10 (a), (b), and (c), and Section 15 (c)
- (b) No action of Council is rendered invalid solely by reason of any breach, inadvertent or otherwise, of any provisions of this Bylaw.

19. SEVERANCE CLAUSE:

If any section, subsection, sentence, clause or phrase of this bylaw is, for any reason, held to be invalid by the decision of any Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Bylaw.

20. CONFLICT OF INTEREST:

- (a) Should a member of Council or its committees deem to have a direct or indirect pecuniary interest in any matter before a meeting, he shall verbally declare such a conflict, state the general nature that this is to be the case, and remove himself from the meeting.
- (b) A member of Council or its committees declaring a conflict of interest must not attempt in any way, whether before, during, or after the meeting, to influence the voting on any question in respect of the matter. After such declaration, the Corporate Officer or designate must have recorded in the minutes, the declaration

of the conflict, the reasons given for it and the times of the member's departure from and return to the meeting.

- (c) The Mayor/Chair or presiding member of the Council or its committee meetings must ensure that the member is not present at the meeting at the time of any vote in respect of the matter.
- (d) A member of Council may be disqualified from continuing to hold office pursuant to the *Community Charter* if he is in contravention of this section unless the contravention was done inadvertently or because of an error in judgment made in good faith.

21. GENDER NEUTRAL

- (a) This bylaw is gender neutral and accordingly, any reference or phrase to one gender includes the other.
- (b) Words in the singular include the plural and words in the plural include the singular.

22. REPEAL:

Bylaw 801 cited as "COUNCIL PROCEDURE BYLAW No. 801, 2004" and Bylaw 848 cited as "VILLAGE OF HARRISON HOT SPRINGS COUNCIL PROCEDURE AMENDMENT BYLAW No. 848, are hereby repealed in their entirety.

- 23. THIS BYLAW** may not be amended or repealed and substituted unless Council first gives notice in accordance with section 94 of the *Community Charter*.

In Compliance with section 124(3) of the *Community Charter*, a notice was placed in the July 2, 2009 and July 9, 2009 editions of the Agassiz-Harrison Observer newspaper.

READ A FIRST TIME this 13th day of July, 2009.

READ A SECOND TIME this 13th day of July, 2009.

READ A THIRD TIME this 10th day of August, 2009.

ADOPTED this 21st day of September, 2009.

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** July 5, 2010
FROM: Debra Key, Corporate Officer **FILE:** 1855-03-21
SUBJECT: Towns for Tomorrow Modification Agreement – Project
#30024U08 – Marine Sanitation Pump-out Station and Water Main
Extension Phase 1

ISSUE:

To execute the Modification Agreement for the Marine Sanitation Pump-out Station and Water Main Extension Project.

BACKGROUND:

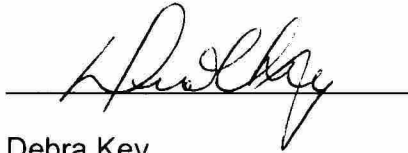
The Village applied for funding under the Towns for Tomorrow program to construct the Marine Sanitation Pump-out Station in 2007. The Village was successful in receiving a grant for the project. The project was completed on March 27, 2009. On September 1, 2009, the Village was notified that a \$40,407 variance was remaining from the project funding. The Village applied for a re-scope of the project for an extension of a watermain on Hot Springs Road. The Village has received approval in principle that the \$40,407 variance from the Marine Sanitation Pump-out Station will be allocated to the Watermain Extension for Hot Springs Road.

It is a requirement of the Ministry of Community and Rural Development to enter into and execute a Modification Agreement that amends the existing agreement with the Province for the Towns for Tomorrow Program – Project #30024U08. The scope change will be finalized once the Modification Agreement is signed by both parties.

RECOMMENDATION:

THAT the Modification Agreement between the Province and the Village of Harrison Hot Springs for the Marine Sanitation Pump-Out Station Project No. 30024U08 be executed.

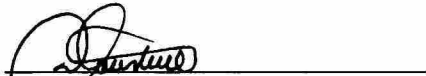
Respectfully submitted for your
consideration;



Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

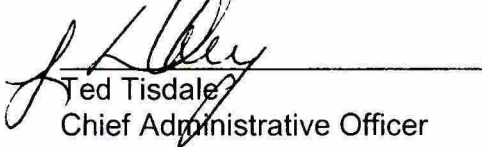
I concur with the recommendation.



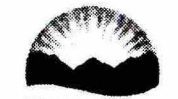
Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

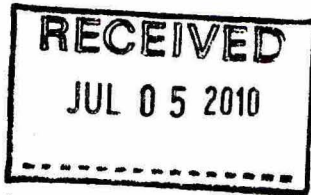
I concur with the recommendation.



Ted Tisdale
Chief Administrative Officer



BRITISH
COLUMBIA
The Best Place on Earth



FILE #	DATE
1855-03-21	JUN 05 2010
<input checked="" type="checkbox"/> DAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM (A) (B) (C)	
COUNCIL AGENDA	
DATE	INITIAL
JUN 12 2010	
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	

June 30, 2010

Ted Tisdale
Chief Administrative Officer
The Corporation of the Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Ted Tisdale:

**Re: Towns for Tomorrow Program: Modification Agreement – Project #30024U08
Marine Sanitation Pump-Out Station and Water Main Extension Phase 1**

Please find enclosed a modification agreement which provides for an amendment to your existing agreement with the Province.

Please review the modification agreement which amends all relevant sections of the existing agreement between the Province and your local government that are impacted by this change. If you concur, have your authorized signatory sign and date the modification agreement and return it to this office as soon as possible.

Once the provincial representative signs off the modification agreement, a copy of the agreement will be forwarded to your office for your records. You may wish to make a copy of the document in the interim.

If you require further information, please contact me at (250) 387 - 9173.

Thank you for your prompt attention.

Yours truly,

C. Twidale

Connie Twidale, Grants Analyst
Infrastructure and Engineering
Local Government Infrastructure and Finance

Enclosure

TOWNS FOR TOMORROW PROGRAM

MODIFICATION AGREEMENT

Dated for reference the 30th day of June, 2010.

BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF THE
PROVINCE OF BRITISH COLUMBIA, (The "Province")
represented by the Minister of Community and Rural Development

AND

THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS
(the Recipient)

The agreement between the Province and the Recipient dated the 11th day of September, 2008, for the Marine Sanitation Pump-Out Station Project No. 30024U08, is hereby modified as follows:

- All references to the Project Title "Marine Sanitation Pump-Out Station" is hereby replaced with "Marine Sanitation Pump-Out Station and Water Main Extension Phase 1"

- Page 11, Schedule A, Section A.4, - the project description is hereby revised by adding the following new component:

- Partial funding of Phase 1 Water Main Extension on Hot Springs Road.

- Page 13, Schedule C, Section C.4 - the following four conditions are added to section C.4 as sections 6, 7, 8 and 9:

6. (If project involves works in or around watercourse or fish habitat) Prior to release of final claim, the Recipient must provide written confirmation to the Infrastructure Branch at the Ministry of Community and Rural Development that the appropriate notifications and/or authorizations have been issued as required under the British Columbia *Water Act* and the Federal *Fisheries Act*.

7. Prior to release of final claim, the Recipient must provide written confirmation to the Infrastructure Branch at the Ministry of Community and Rural Development that the project design and proposed construction will meet the statutory requirements under the British Columbia *Drinking Water Protection Act* and *the Water Act*. This includes:

Where the proposed construction involves a drinking water system, the Recipient must submit a copy of the *Permit to Construct*, issued under the British Columbia *Drinking Water Protection Act*. Where a *Permit to Construct* is not required, the Recipient must confirm that the Regional Public Health Engineer has been notified of the proposed project.

8. Prior to release of final claim, the Recipient is required to provide the following to the Infrastructure Branch, Ministry of Community and Rural Development:

Demonstration that the project will meet the requirements and drinking water quality objectives set within the following:

- Guidelines for Canadian Drinking Water Quality
- *British Columbia Drinking Water Protection Act* and Regulations
- *British Columbia Water Act* and Ground Water Protection Regulation (where applicable)

9. Prior to release of final claim, the Recipient must provide confirmation to the Infrastructure Branch, Ministry of Community and Rural Development:

That there is a bylaw in place that requires that any wells (e.g. test wells, abandoned wells, etc.) which will no longer be used, including those on properties being connected to the domestic water system, will be disconnected and closed in accordance with the minimum standards in the British Columbia Ground Water Protection Regulation.

The parties agree to the modification.

SIGNED AND DELIVERED on the _____ day
of _____, _____ on
behalf of the Province by its duly authorized representative:

SIGNED AND DELIVERED on the _____ day
of _____, _____ on behalf of
The Corporation of the Village of Harrison Hot Springs by its duly authorized
signatory(s):



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: July 5, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 0340

SUBJECT: Motion Picture Filming Policy

ISSUE:

To encourage and promote motion picture filming in the Village of Harrison Hot Springs.

BACKGROUND:

The Village of Harrison Hot Springs currently does not have a policy for motion picture filming. Many municipalities in BC have guidelines that provide general direction to municipal staff for effective relationship with production companies interested in shooting video within the jurisdiction. The adoption of the Motion Picture Filming Policy supports the Village's engagement with the Fraser Valley Film Cooperative and is part of the Village's Economic Development Action Plan. The Economic Development Commission reviewed and supports this policy.

RECOMMENDATION:

THAT the Motion Picture Film Policy be adopted.

Respectfully submitted for your
consideration;

Andre Isakov
Community and Economic Development Officer

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



VILLAGE OF HARRISON HOT SPRINGS

POLICY

SUBJECT MOTION PICTURE FILMING	POLICY NUMBER
	DATE ADOPTED

1. PURPOSE

The purpose of the policy is to encourage filming in the Village of Harrison Hot Springs with a minimum of inconvenience to residents.

2. GOALS

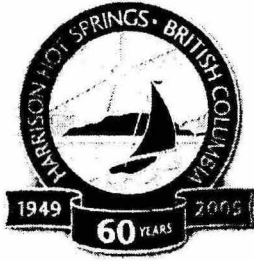
- a. protect the citizens' rights to the quiet use and enjoyment of both public and privately owned lands;
- b. recover all direct costs and expenses incurred by the Village during film production;
- c. establish a long term cost recovery procedure for the use of Village owned lands and facilities and for the provision of municipal services;
- d. establish the municipality as an attractive and responsive environment for filming;
- e. support the local economy.

3. POLICY

3.1 To achieve the stated goals and to deal with the requests of filming companies in a timely fashion, the Village has a full time Community and Economic Development Officer. The Community and Economic Development Officer is the Village's Film Coordinator. The nature of the film industry and the subsequent requests received by the Village's Film Coordinator require that prompt responses to the various requests be provided. The Village's Film Coordinator is authorized to perform the following functions upon consultation with the Mayor and Council, and the CAO:

- a. assess the impact on the community to ensure that the public interests are protected;
- b. establish terms and conditions under which approvals are granted;
- c. to provide approval or denial of the request;
- d. in the long term, establish a fee schedule which will reflect the Village's costs in administering this policy as well as the direct costs in providing labour and material.

3.2 To promote the Village of Harrison Hot Springs to the film industry, the Village will not charge fees, but will encourage a donation.



Village of Harrison Hot Springs FILMING APPLICATION

Name of Production: _____

Type of Production: _____

Address: _____

Location Manager: _____ Phone: _____

Cell: _____ Fax: _____

Parent Company: _____

Address: _____

Contact Person: _____

Description of Production: _____

Location and Address of Filming: _____

Dates & Times: _____

Brief Description of Requirements: _____

Special Effects: _____

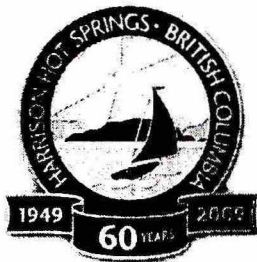
INDEMNITY: The applicant will, upon approval is granted for the services or facilities requested in the application, indemnify and save harmless the Village of Harrison Hot Springs from and against any and all claims, including all claims for bodily injury or property damage caused by, arising from or connected with any act or omission of the applicant or any agent, employee, customer, licensee or invitee of the applicant arising out of the filming activity applied for, and against and respect of any such claims or any actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities or services provided by the Village of Harrison Hot Springs in connection with the filming activity applied for.

INSURANCE REQUIREMENTS: Upon approval of this application, the applicant will submit to the Village of Harrison Hot Springs an insurance certificate as evidence that comprehensive general liability insurance against claims for personal injury, death or property damage occurring upon or in or about the approved locations in an amount not less than \$5,000,000 per accident or occurrence is in force. The Village of Harrison Hot Springs and/or their officers, agents, employees and volunteers are to be shown as additional insured but solely with respect to the liability which arises out of the activities of the Named insured. The Municipality reserves the right to set the amount for limit of liability as appropriate.

Agreed to and accepted by:

Date: _____

Authorised signature of the Applicant: Sign and Print Name



The Village of Harrison Hot Springs

FILMING PROCEDURAL CHECK LIST

- ☐ The film production must review and shall follow and abide by all local bylaws and Provincial/Federal regulations unless otherwise approved by the appropriate agencies.
- ☐ Application submitted at least three (3) working days in advance of requested filming date.
- ☐ Proof of Liability Insurance is to be provided by the filming production company for no less than \$5,000,000.00, naming the "Village of Harrison Hot Springs" as an additional insured with respect to the liability which arises out of the Named insured.
- ☐ Film production organisation is to develop a site plan showing area of filming, times, dates and parking locations of production units and employee vehicles.
- ☐ Production organisation is to develop and distribute "Dear Resident" letter notifying residents of the production. A copy of the letter to be provided to the Village Office.
- ☐ Production organisation is to obtain a special event permit for use of Park or Municipal Facilities from the Village Office (if required).
- ☐ Production organisation is to provide Damage Deposit for use of Park and Municipal Facilities to the Village Office (if required).
- ☐ Production organisation is to obtain a written approval from the Village Office prior to use of special effects and construction (if required). This includes all explosions, gunfire, vehicle collisions, etc. Specific stunts may not be approved if deemed inappropriate to the comfort and safety of the public.
- ☐ Late night and early morning filming as well as use of special effects may require that all of the impacted resident/business owners have been polled and majority agree to the activities. If applicable, the production organisation will satisfy this requirement.
- ☐ Filming Permit issued.



Incorporated May 27, 1949

Village of Harrison Hot Springs

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

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

Motion Picture Filming

The Village of Harrison Hot Springs welcomes production companies and filmmakers to the community. The Village is a high quality resort destination and residential community with an emphasis on the natural and cultural environment. From the beauty of sandy beaches on the shores of Harrison Lake to the compact village centre with breathtaking mountain views, there are many and varied filming opportunities which we are happy to discuss with you.

The Village prides itself in the top quality services and amenities that we are able to offer to residents and visitors. The Village's Filming Program is designed to be friendly, responsive, flexible and timely. The Community and Economic Development Officer is here to assist your filming needs. In return, we ask that you respect all community members and community facilities during your production.

We welcome inquiries and feedback on how to best serve your needs. For more information please contact:

Andre Isakov,
Community and Economic Development Officer
Village of Harrison Hot Springs
Email: aisakov@harrisonhotsprings.ca
Tel: 604-796-2171 (ext. 233)
Fax: 604-796-2192

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



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: July 7, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 6320-20

SUBJECT: Miami River Greenway Trail Plan

ISSUE:

The development of the Miami River Greenway is outlined in the Village of Harrison Hot Springs Official Community Plan. Furthermore, the development of the trail network along the Miami River supports the Village's Resort Municipality Strategy to develop parks and trails within the jurisdiction with the aim of becoming a more walkable and tourist friendly resort municipality.

BACKGROUND:

The Village has applied for and received funding approval from the Environmental Damages Fund. The total amount of \$13,999.12 from this awarded fund is planned to go towards the restoration of the environmental habitat along the 200, 300, and 400 blocks of Miami River Drive. The money will be used to deal with the invasive plants along the river and to plant native vegetation to improve the water quality, enhance habitat for wildlife, and support the stewardship. This project is planned to be administered in cooperation with the Miami River Streamkeepers, and the Fraser Valley Invasive Plant Coalition. See the preliminary plant list attached to this report for more information.

The Village is looking to apply for the BC Hydro Community Tree Planting Program for tree and other plant funding. It is proposed that some of the funding for trees from that program can help to green the Miami River Greenway.

The Village has budgeted for \$25,000 from the Resort Municipality funding for trail development in 2010. It is proposed that Resort Municipality trail funding be used for the development of a gravel trail along the river on the 200 and 400 blocks of Miami River Drive. The trail along the 300 block of Miami River requires surveying as that trail section is more environmentally sensitive. The 300 block can be surveyed this

year. However, it is recommended by the Village's public works crew that the development of the 300 block section of the trail be delayed until next year once necessary surveying and engineering reports and plans are established.

The Parks and Recreation Commission have been involved in the development of these plans. The residents will be notified of the surveying and trail development work with a written notice. Please refer to the attached project timeline for more information.

RECOMMENDATION:

THAT Council supports the preliminary Miami River Greenway Trail plans pending funding approvals from various granting agencies.

Respectfully submitted for your
consideration;



Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

No additional budgetary implications to original \$25,000 in the 2010 Financial Plan.



Dale Courtice
Director of Finance

Trail work plan

Date	Work	Where	
Aug 3 –Aug 13	Blackberry Removal	200 Block	Removing 1-2m of blackberry next to trail
Aug 15 – Aug 30	Black walnut removal	200 block	
Aug 15 – Aug 30	Survey of	300 block	

Aug	Knotweed Stem Injection	200,300 &400 block	By IAPP
Aug 30 – Sept 17	Installing Gravel Path?		
Aug 30 – Sept17	Planting of Native Plants	200,300 &400 block	By PW and Volunteers



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: July 7, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 1855-04-04

SUBJECT: BC Hydro Community Tree Planting Program

ISSUE:

BC Hydro has a Community Tree Planting Program in which the Village of Harrison Hot Springs can partake. The program objectives are to:

- Enhance urban open space.
- Restore and reclaim lands to a green state.
- Beautify parks and outdoor recreation areas.
- Create habitat and support stewardship actions.
- Diversify and enhance urban forests.

The program is intended for small-scale community projects. Matching funds or services-in-kind by other partners are advised but are not required. Funds are only to be used for the purchase of trees and other plant materials.

BACKGROUND:

The Village staff has been in communication with the BC Hydro Community Tree Planting Program and has expressed initial interest from the Village of Harrison Hot Springs to partake in the program. The Village gardener has reviewed the potential initiative and is recommending that tree and other plantings take place this year as part of the program. The proposal includes plantings in Rendall Park, around the lagoon along the beach front, and along the proposed Miami Creek trail (200 – 400 blocks of Miami River Drive).

The Parks and Recreation Commission have reviewed the plans to apply for this program and the commission supports the application.

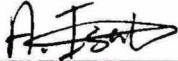
POLICY CONSIDERATIONS:

All the plans are contingent on the funding approval from the granting agency. Note that BC Hydro Community Tree Planting Program provides funding for the purchase of trees and shrubs but does not cover any labour, maintenance, or other costs.

RECOMMENDATION:

THAT Council authorizes the staff to apply for the BC Hydro Community Tree Planting Program requesting \$8,384.25 for the purchase of trees and plants to be planted in the Village in 2010.

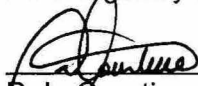
Respectfully submitted for your consideration;



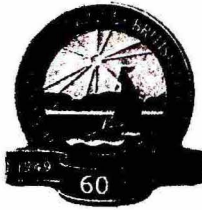
Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

No budgetary implications assuming all labour performed by Village staff.



Dale Courtice
Director of Finance



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 942

A bylaw to regulate business hours

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to provide for the regulation of business;

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

1. CITATION

This Bylaw may be cited for all purposes as the "Business Hours Regulation Bylaw No. 942, 2010".

2. DEFINITIONS

In this bylaw:

"Business" means the carrying-on of a commercial or industrial undertaking of any kind or nature, or the providing of professional, personal, or other services for the purpose of gain or profit;

"Bylaw Enforcement Officer" means a person appointed by Council or a peace officer;

"Cabaret/Night Club" means a Liquor Primary Licensed Establishment primarily engaged in providing for dancing for customers and that may provide entertainment (excluding adult entertainment and gaming or gaming establishments);

"Liquor Retail Store" means a private liquor store or cold beer and wine store licensed under the *Liquor Control and Licensing Act and Regulation*;

"Liquor Primary Licensed Establishment" means an establishment licensed under the *Liquor Control and Licensing Act and Regulation* where the service of liquor, as opposed to food, is the primary focus of the establishment;

"Neighbourhood Pub" means a Liquor Primary Licensed Establishment which offers full lunch and dinner menus complete with hot and cold meals and has a person capacity of not more than 100 or meeting the seating capacity pursuant to the fire and building codes, whichever is less;

“Retail” means offering or keeping for sale at retail, goods, wares, merchandise, substances, articles or other things;

“UBrews and UVins” means business licensed under the *Liquor Control and Licensing Act and Regulation* that provide their customers with the ingredients, equipment, and advice that they need to make their own beer, wine, cider, or coolers.

3. **GENERAL PROVISIONS**

Every Retail Business must be closed for the serving of customers as set out in Schedule “A” of this Bylaw.

4. **SEVERABILITY**

If any section, subsection, sentence, clause or phrase of this bylaw is, for any reason, held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this bylaw.

5. **OFFENSE AND PENALTY**

- (a) No person shall interfere with, obstruct, or impede the Bylaw Enforcement Officer in issuing a bylaw notice or otherwise carrying out his or her duties in accordance with this bylaw, and it is an offence for any person to interfere with a Bylaw Enforcement Officer in the enforcement of this bylaw.
- (b) Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects or refrains from doing anything required by a provision of this bylaw, is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding \$10,000 and not less than \$2,500, and is guilty of a separate offence each day that a violation continues or exists.

6. **DESIGNATION OF BYLAW**

- a) This bylaw is designated under Section 264 of the *Community Charter, S.B.C. c. 36* as a bylaw that may be enforced by means of a ticket in the form prescribed.
- b) This bylaw may be designated by regulation and may be enforced by means of a bylaw notice under Section 4 of the *Local Government Bylaw Notice Act*.

7. **SCHEDULES**

Schedule "A" – Operating Hours for Classes of Businesses Regulated in Section 3.

8. **READINGS AND ADOPTION**

READ A FIRST TIME THIS 30th DAY OF JUNE, 2010

READ A SECOND TIME THIS 30th DAY OF JUNE, 2010

READ A THIRD TIME THIS 30th DAY OF JUNE, 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer

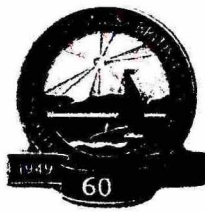
SCHEDULE "A"
VILLAGE OF HARRISON HOT SPRINGS
BUSINESS HOURS REGULATION
BYLAW No.942, 2010

1. Every Retail Business, unless listed under Section 2 of this Schedule, has the option to remain open for the serving of customers from 6:00 a.m. until 2:00 a.m. Monday to Sunday.
2. Retail Businesses listed in this section have the option to remain open for the serving of customers at the times specified below.

Business Class	Day(s) of the Week	Hours
Liquor Retail Store, UBrews and UVins	All days	9:00 a.m. to 11:00 p.m.
Restaurants	All days	6:00 a.m. to 1:00 a.m.
Liquor Primary Licensed Establishment, Neighbourhood Pub	Monday to Saturday Sunday	9:00 a.m. to 1:00 a.m. 9:00 a.m. to 12:00 Midnight
Cabaret/Night Club	Monday to Saturday Sunday	12:00 noon to 1:00 a.m. 12:00 noon to 12:00 Midnight
Resorts <ul style="list-style-type: none"> • Restaurants • Cabaret/Night Club; Liquor Primary Licenced Establishment 	All days Monday to Saturday Sunday	6:00 a.m. to 1:00 a.m. 12:00 noon to 2:00 a.m. 12:00 noon to 12:00 Midnight
Automobile Service Stations	All days	Unregulated

3. Council may by resolution;
 - a) Amend "Schedule "A" of this bylaw.

At the written request of the specific business owner, permit retail business owners to remain open for the serving of customers during special events.



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 943**

A bylaw to authorize the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund

WHEREAS under the provisions of Section 189 of the *Community Charter* the Council of the Village of Harrison Hot Springs may, by bylaw adopted, provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS Council deems it desirable to expend a portion of the monies set aside under Bylaw No. 395, 1982 for the purposes set out in that bylaw;

1. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 943, 2010."

AND WHEREAS there is an unappropriated balance in the Village of Harrison Hot Springs Capital Works, Machinery and Equipment Reserve Fund as follows:

Balance in Capital Works, Machinery and Equipment Reserve Fund at December 31, 2009 is \$160,004.73

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

1. The sum of ninety-two thousand nine hundred and thirty-six dollars and seventy-two cents (\$92,936.72) is hereby appropriated from the Capital Works, Machinery and Equipment Reserve Fund to replenish the Community Works Fund Reserve (Gas Tax Reserve) for the purchase of three public works vehicles purchased in 2009.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS 12th DAY OF JULY, 2010

READ A SECOND TIME THIS 12th DAY OF JULY, 2010

READ A THIRD TIME THIS 12th DAY OF JULY, 2010

ADOPTED THIS DAY OF , 2010.

Mayor

Corporate Officer



REVISED

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** July 2, 2010
FROM: Debra Key, Corporate Officer **FILE:** 3900
SUBJECT: Council Procedure Amendment Bylaw

ISSUE:

To amend Council Procedure Bylaw No. 914, 2009.

BACKGROUND:

Council and staff have reviewed the current bylaw and have suggested some updates, minor changes and additions to the bylaw.

In section 3 there is some housekeeping required to address the new procedures for Council and public notice of meeting agendas. Council now has email access and the Village has a relatively new website which allows for the placement of all Council agendas and minutes.

s. 130 of the *Community Charter* requires the designation of a member of Council to act in the place of Mayor when the Mayor is absent or otherwise unable to act or when the office of Mayor is vacant. This designated position will be defined as "Deputy Mayor".

If both the Mayor and member designated as "Deputy Mayor" are absent from a Council meeting, then the members must choose another member to preside as Acting Mayor. The definitions of Acting Mayor and Deputy Mayor will be amended to reflect a clear clarification of the meaning.

There have been some requests from the public for audio recordings of meetings. There is no current policy that addresses minute taking of meetings and how the meetings are to be recorded. There is no legislative authority to regulate how meetings are recorded. It has been the practice of the recording secretary to choose how to record the meeting. If the meeting has been recorded and the minutes have been adopted, the audio recording is erased.

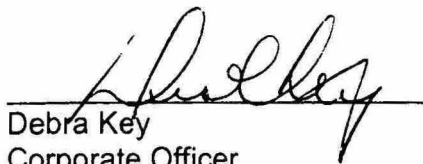
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There is no policy or bylaw to address the conduct and notice of public hearings or public information meetings. As a result, new headings have been added to reflect these procedures.

RECOMMENDATION:

THAT Council consider these amendments to Council Procedure Bylaw No. 914, 2009 in support of the Corporate Officer's requirement to provide notice in compliance with s. 124(3) of the *Community Charter*.

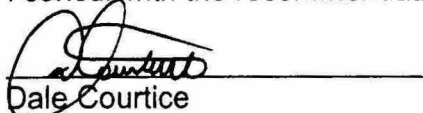
Respectfully submitted for your
consideration;



Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

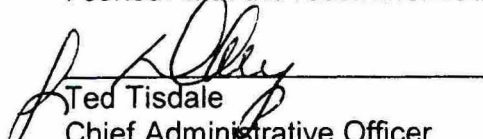
I concur with the recommendation.



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.



Ted Tisdale
Chief Administrative Officer

