



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING

AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, September 13, 2010
Time: 7:00 p.m.
Location: Council Chambers, Harrison Hot Springs, British Columbia

1. CALL TO ORDER			
	(a)	Meeting called to order by Mayor Becotte	
2. INTRODUCTION OF LATE ITEMS			
3. APPROVAL OF AGENDA			
4. ADOPTION AND RECEIPT OF MINUTES			
<input type="checkbox"/> Regular Council Meeting Minutes – August 16, 2010		THAT the minutes of the Regular Council Meeting of August 16, 2010 be adopted.	Item 4.1 Page 1
<input type="checkbox"/> Advisory Planning Commission Meeting Minutes April 20, 2010		THAT the minutes of the Advisory Planning Commission Meeting of April 20, 2010 be received.	Item 4.2 Page 11
<input type="checkbox"/> Advisory Planning Commission Meeting Minutes May 25, 2010		THAT the minutes of the Advisory Planning Commission Meeting of May 25, 2010 be received.	Item 4.3 Page 15
5. BUSINESS ARISING FROM THE MINUTES			
6. DELEGATIONS AND PETITIONS			
		Stacey Gould, BC Timber Sales	Item 6.1 Page 19
		John Allen re Council Procedure Bylaw	Item 6.2 Page 21

7. CORRESPONDENCE

<input type="checkbox"/> Member Release from UBCM dated August 24, 2010 re 2010/11 (Summer) Regional Community to Community Forum Program	Item 7.1 Page 23
<input type="checkbox"/> Memo from LMLGA dated August 24, 2010 re Appeal for Flood Victims	Item 7.2 Page 25
<input type="checkbox"/> Letter from BC Hydro dated September 3, 2010 re Electric Beautification Project Funding	Item 7.3 Page 27

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"/> Traffic Calming Plan – August 31, 2010	<p>Report of A. Isakov, Community and Economic Development Officer – August 31, 2010 Re: Traffic Calming Plan</p> <p>Recommendation:</p> <p>THAT the development of a Traffic Calming Plan by Bunt & Associates for a fee not to exceed \$31,000 be approved.</p>	Item 12.1 Page 31
<input type="checkbox"/> Christmas Closure Schedule - September 1, 2010	<p>Report of D. Key, Corporate Officer – September 1, 2010 Re: Christmas Closure Schedule – 2010</p> <p>Recommendation:</p> <p>THAT the Village Office be closed at 12:00 noon, December 24, 2010 and be closed December 29, 30 & 31, 2010, reopening January 4, 2011.</p>	Item 12.2 Page 35
<input type="checkbox"/> 2010 Resort Development Strategy Update – September 1, 2010	<p>Report of A. Isakov, Community and Economic Development Officer – September 1, 2010 Re: 2010 Resort Development Strategy Update</p> <p>Recommendation:</p> <p>THAT the original Revenue-Sharing Budget be amended to include the</p>	Item 12.3 Page 37

<p>□ Corporate Greenhouse Gas Inventory and Reduction Plan – September 1, 2010</p> <p>□ “Quick Start” Integrated Community Sustainability Plan (ICSP) – September 2, 2010</p>	<p>Memorial Hall Renovations as a 2010 project budget item in the Village of Harrison Hot Springs Resort Development Strategy as outlined in Schedule A.</p> <p>Report of A. Isakov, Community and Economic Development Officer – September 1, 2010 Re: Corporate Greenhouse Gas Inventory and Reduction Plan</p> <p>Recommendation:</p> <p>THAT Council direct staff to proceed with the action items outlined in the Plan towards achieving corporate carbon neutrality.</p> <p>Report of A. Isakov, Community and Economic Development Officer – September 2, 2010 Re: “Quick Start” Integrated Community Sustainability Plan (ICSP)</p> <p>Recommendation:</p> <p>THAT Council support the below outlined resolution, and that Council send a letter asking the District of Kent to consider joining the Village of Harrison Hot Springs in a joint and mutual ICSP.</p> <p>The Resolution for Discussion:</p> <p>“Whereas there is broad support to establish the Village of Harrison Hot Springs as a sustainable community that addresses the social, cultural, economic, and environmental needs of the current generation while protecting the ability of future generations to meet these needs, and</p> <p>Whereas the principles of sustainability have been identified as a fundamental framework for community planning, and</p> <p>Whereas the “Quick Start” Integrated Community Sustainability Plan (ICSP) process has been identified as an efficient and cost-effective process for creating this planning framework and process,</p> <p>Be it therefore resolved that:</p> <ol style="list-style-type: none">1. The Village of Harrison Hot Springs will develop a sustainable community plan using the Quick Start ICSP process with the assistance of the Whistler Centre for Sustainability that will include meaningful community engagement, a long-range vision for community sustainability, and strategies, indicators and actions for achieving this sustainability vision.2. The Village of Harrison Hot Springs will provide \$25,000 towards the costs of this process,3. The Village of Harrison Hot Springs authorizes the Whistler Centre for Sustainability to apply for matching funding from the Federation of Canadian Municipalities (FCM) Green Municipal	<p>Item 12.4 Page 41</p> <p>Item 12.5 Page 53</p>
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<p>□ Rezoning Application – Juneau – September 2, 2010</p>	<p>Fund on its behalf.</p> <p>4. The resulting ICSP will be used by the Village of Harrison Hot Springs as an overarching policy document that guides the development of all other future policies, plans, projects, and practices.”</p> <p>Report of M. Rosen Planning Consultant – September 2, 2010 Re: Rezoning Application – Juneau</p>	<p>Item 12.6 Page 57</p>
<p>□ Development Permit – Harrison Hot Springs Resort & Spa – September 7, 2010</p>	<p>Recommendation:</p> <p>THAT Mr. and Mrs. Juneau be informed that Council is not prepared to proceed with the rezoning application for a 26 unit townhouse development at 673 Hot Springs Road (Parcel A, Lot 4, Sec 12, Twp. 4, Rg. 29, NWD, Plan 5519) given that it is significantly at odds with the Official Community Plan / Neighbourhood Plan for the area and that Council encourages the applicant to revise the development proposal so that it is more in keeping with the intent of the Neighbourhood Plan; and</p> <p>THAT Council instruct staff to prepare a bylaw for Council’s consideration that would increase the maximum townhouse density from 10 units / acre to 14 units /acre within Neighbourhood Planning Area 1.</p> <p>Chief Administrative Officer’s Recommendations:</p> <p>THAT Council refer this matter to the Advisory Planning Commission for further review if it is concerned about the densities of townhouse developments and/or the housing blends.</p> <p>Report of T. Tisdale, Chief Administrative Officer – September 8, 2010 Re: Development Permit – Harrison Hot Springs Resort & Spa</p>	<p>Item 12.7 Page 61</p>
<p>□ 2009 Audited Schedule of Eligible Expenditures, Port Operations – September 8, 2010</p>	<p>Recommendation:</p> <p>THAT Development Permit 02/2010 be issued to Harrison Hot Springs Resort & Spa Corp.</p> <p>Report of D. Courtice, Director of Finance – September 8, 2010 Re: 2009 Audited Schedule of Eligible Expenditures, Port Operations</p> <p>Recommendation:</p> <p>THAT the Audited Schedule of Eligible Expenditures, Port Operations for the Twelve Month Period Ended December 31, 2009 of the Village of Harrison Hot Springs, be adopted.</p>	<p>Item 12.8 Page 75</p>

13. BYLAWS

<input type="checkbox"/> Loan Authorization Bylaw and Temporary Borrowing Bylaw Repeal Bylaw No. 944, 2010	THAT Loan Authorization Bylaw and Temporary Borrowing Bylaw Repeal Bylaw No. 944, 2010 be adopted.	Item 13.1 Page 77
<input type="checkbox"/> Driveway Access Bylaw No. 947, 2010	Report of D. Key, Corporate Officer – September 9, 2010 Re: Bylaw No. 947, 2010 Driveway Access Recommendation: THAT Council rescind third reading of Bylaw No. 947 Driveway Access; and THAT Council approve the amendment to the bylaw and give third reading as amended.	Item 13.2 Page 78
<input type="checkbox"/> Pesticide Use Bylaw No. 948, 2010	THAT Pesticide Use Bylaw No. 948, 2010 be adopted.	Item 13.3 Page 85
<input type="checkbox"/> Council Procedure Amendment Bylaw No. 950 – September 8, 2010	Report of D. Key, Corporate Officer – September 8, 2010 Re: Council Procedure Amendment Bylaw No. 950 Recommendation: THAT Council Procedure Amendment Bylaw No. 950 be received for first, second and third readings.	Item 13.4 Page 89

14. QUESTIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

15. ADJOURNMENT

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

DATE: August 16, 2010
TIME: 7:00 p.m.
PLACE: Council Chambers

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

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

ABSENT: Councillor Dave Kenyon

1. CALL TO ORDER

The Mayor called the meeting to order at 7:02 p.m.

2. INTRODUCTION OF LATE ITEMS

Report of Corporate Officer re Communities in Bloom Appointments

Joint PEP Committee Meeting Minutes of June 9, 2010

Amendment to Report of Corporate Officer re Council Procedure Bylaw

3. APPROVAL OF AGENDA

Moved by Councillor Harris

Seconded by Councillor Jackson

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. ADOPTION AND RECEIPT OF MINUTES

☐ Regular Council Meeting
Minutes – July 12, 2010

Moved by Councillor Jackson

Seconded by Councillor Perry

THAT the minutes of the Regular Council Meeting of July 12, 2010 be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
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☐ Parks and Recreation
Commission Meeting
Minutes – April 27, 2010

Moved by Councillor Harris
Seconded by Councillor Perry

THAT the minutes of the Parks and Recreation Commission Meeting of April 27, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ Parks and Recreation
Commission Meeting
Minutes – May 25, 2010

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT the minutes of the Parks and Recreation Commission Meeting of May 25, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ Bylaw and Policy Review
Committee Meeting Minutes
– May 26, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Bylaw and Policy Review Committee Meeting of May 26, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ Economic Development
Commission Meeting
Minutes – June 16, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT the minutes of the Economic Development Commission Meeting of June 16, 2010 be received.

**CARRIED
UNANIMOUSLY**

☐ Kent-Harrison Joint
Emergency Program
Committee Meeting - June 9,
2010

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT the minutes of the Kent-Harrison Joint Emergency Program Committee Meeting of June 9, 2010 be received.

**CARRIED
UNANIMOUSLY**

5.

☐ Kent-Harrison Joint
Emergency Program
Committee Meeting - June 9,
2010

BUSINESS ARISING FROM THE MINUTES

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT Council endorse the appointment of Ms. C. Harris as the Kent-Harrison Emergency Social Services Director; and

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THAT the appointment letter of Ms. C. Harris include a provision outlining the service commitment required in exchange for training subsidy or related travel expenses or prorated reimbursement (based on months of service) if the service commitment is not fulfilled.

**CARRIED
UNANIMOUSLY**

6. PUBLIC AND STATUTORY HEARINGS

None

7. DELEGATIONS and PETITIONS

None

8. CORRESPONDENCE

9. BUSINESS ARISING OUT OF CORRESPONDENCE

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

10. REPORTS FROM MAYOR

Have had two recent drownings in Harrison Lake. Encouraged people to be aware of boating responsibilities.

Will be invited to meet with Chief Willie Charlie to discuss communications with Chehalis.

Had a very successful Festival of the Arts.

Thanked Councillor Jackson for stepping in at FVRD Board while the Mayor was absent.

11. REPORTS FROM COUNCILLORS

Councillor Harris July 21, 2010 Communities In Bloom evaluation took place. The judges were very impressed with the Committee.

August 11, 2010 participated as guest reader for Story Time in the Park.

Councillor Kenyon Absent on Vacation.

Councillor Jackson July 27, 2010 attended a FVRD meeting on the Mayor's behalf. A 25 year long service award was presented to Rick Hempf of the Popkum

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Fire Department. Boston Bar has a serious water quality problem.

Attended Environmental Committee on August 7, 2010. Still waiting for equipment for monitoring station in Agassiz.

Metro Vancouver voted in favour of the Waste to Energy project and this has now gone to Minister Penner. If the Minister approves this, there will be more than 59% pollution in the Fraser Valley.

Received a letter from Minister of Community and Rural Community Development regarding the \$200,000 for Memorial Hall, subject to receiving an updated Resort Development Strategy. Councillor Jackson asked when the updated plan be coming to Council. The Mayor advised that the Community and Economic Development Officer is currently working on the updated strategy.

Councillor Perry

July 14, 2010 attended the Fraser Health Governance Advisory Committee meeting in Surrey.

July 24, 2010 at the request of Councillor Jackson, participated in the Dragon Boat Regatta, "Painting of the Eye on the Dragon Boat".

July 28, 2010 Fraser Valley Regional Library meeting was attended via email.

Speed Watch has been extremely active. Have received support from the District of Kent RCMP.

REPORTS FROM STAFF

□ Communities in Bloom
Committee Establishment –
August 16, 2010

Moved by Councillor Harris
Seconded by Councillor Jackson

Report of Corporate Officer – August 16, 2010

Re: Communities in Bloom Committee establishment

THAT a Communities in Bloom Committee be established; and

THAT Dave Harris as Chair, Allan Jackson as Co-Chair, Carol Hepnar, Jane Kivett, Maureen Wendt, Delphine Gornell and Heather Coxon be appointed as members to the Communities in Bloom Committee.

**CARRIED
UNANIMOUSLY**

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☐ Community Branding – July
28, 2010

Moved by Councillor Jackson
Seconded by Councillor Perry

**Report of Community and Economic Development Officer – July
28, 2010**

Re: Community Branding

THAT Council support the community brand development initiative
and authorize staff to call for proposals.

**CARRIED
UNANIMOUSLY**

☐ Council Procedure
Amendment Bylaw – August 5,
2010

Moved by Councillor Jackson
Seconded by Councillor Harris

Report of Corporate Officer – August 5, 2010

Re: Council Procedure Amendment Bylaw

THAT Council consider these amendments to Council Procedure
Bylaw No. 914, 2009 and approve the posting of a notice in compliance
with s. 124 (3) of the *Community Charter*.

**CARRIED
UNANIMOUSLY**

☐ Council Policies – August 5,
2010

Moved by Councillor Jackson
Seconded by Councillor Harris

Report of Corporate Officer – August 5, 2010

Re: Council Policies

THAT Council rescind the following existing policies:

- 1.1b – Agendas – Submissions
- 1.4a – Business Plaque Recognition
- 1.5 – Council Minutes
- 1.7 – Smoking
- 1.8 – Liquor Licences
- 1.9 – Planning
- 1.11 – Village Logo
- 1.12 – Council Meeting Tapes
- 1.13 – Committee
- 1.14 Committee Roles and Responsibilities
- 1.15 – Notice of Committee Meetings
- 1.16 – Cheque Signing
- 1.18 – Privacy
- 2.4 – NSF Cheques
- 2.5 – Financial Review
- 2.6 – Sick leave Fund
- 2.9 – Cheque List

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- 2.10- Repayment of Community Amenities Fund
- 2.11 – Incoming Correspondence
- 2.12 – Advertising
- 2.13 – Issue of Development Permits
- 2.14 – Library Cards
- 2.15 – Photocopying Fees
- 2.16 – Fundraising
- 2.17 – Harassment
- 2.18 – Municipal Ticketing Procedure
- 2.19 – Employee Driving Requirements
- 2.20 – Criminal Record Check
- 2.21 – Deputy Approving Officer
- 2.22 – Legal Costs
- 2.24 – Code of Conduct
- 2.26 – Discipline
- 3.1 – Board of Variance
- 3.2 – Certificates of Achievement
- 3.3 – Fire Department Personal Property
- 3.5 – Recreation Commission – Appointment
- 3.6 – Recreation Commission – Year End Funds
- 3.7 – Fire Department – Honorariums and Call Out Rates
- 4.2 – Street Vending – Business Licence
- 4.3 – Public Property – Vending
- 4.4 – Crown Land Approvals
- 4.6 – Buskers
- 4.9 – Graffiti on Village Property
- 4.15 – Food Vending – Beachfront
- 4.17 – Regulation use of Explosive Agents for Blasting
- 6.1 – Culverts
- 6.2 – Essential Services
- 6.3 – Road Construction
- 6.4 – Sewer Connections
- 6.5 – Lot Clean Up
- 6.8 – Subdivision Servicing

and;

THAT Council approve the adoption of the following policies as amended:

1. Bulletin Board
2. Capital Assets
3. Council Commemoration
4. Disposal of Surplus Items & Equipment
5. Grants
6. Memorial Recognition
7. Purchasing & Procurement

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8. Street Banner Display
9. Travel and Expense
10. Use of Public Property or Facilities for Events
11. Water/Sanitary Service Extension and Improvements

and further;

THAT Council approve the adoption of the following new policies:

1. Employment Working Standards and Conditions
2. Media Communications

**CARRIED
UNANIMOUSLY**

☐ Traffic Management Plan

**Moved by Councillor Jackson
Seconded by Councillor Harris**

Report of Chief Administrative Officer – August 12, 2010
Re: Traffic Management Plan

THAT the Traffic Management Plan report be tabled until the next Regular Council meeting of September 13, 2010.

**CARRIED
UNANIMOUSLY**

13.

BYLAWS

☐ Loan Authorization Bylaw and
Temporary Borrowing Bylaw
Repeal Bylaw No. 944, 2010

**Moved by Councillor Jackson
Seconded by Councillor Harris**

Report of Director of Finance – August 6, 2010
Re: Repealing Bylaws 887 & 905

THAT Bylaw No. 944 Loan Authorization Bylaw and Temporary Borrowing Bylaw Repeal Bylaw be received for first, second and third reading.

**CARRIED
UNANIMOUSLY**

**Moved by Councillor Jackson
Seconded by Councillor Perry**

Report of Chief Administrative Officer – August 9, 2010
Re: Sign Bylaw

☐ Sign Bylaw – August 9, 2010

THAT Bylaw No. 949 Sign Bylaw be received for first reading.

**CARRIED
UNANIMOUSLY**

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☐ Business Licencing and
Regulation Bylaw No. 945, 2010

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT Bylaw No. 949 Sign Bylaw be received for second reading.

**CARRIED
UNANIMOUSLY**

☐ Zoning Bylaw Amendment
Bylaw No. 946, 2010

Moved by Councillor Harris
Seconded by Councillor Perry

THAT Bylaw No. 945 Business Regulation Bylaw be received for first reading.

**CARRIED
UNANIMOUSLY**

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT Bylaw No. 945 Business Regulation Bylaw be received for second reading.

**CARRIED
UNANIMOUSLY**

Moved by Councillor Jackson
Seconded by Councillor Perry

THAT Bylaw No. 946 Zoning Bylaw be received for first reading.

**CARRIED
UNANIMOUSLY**

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT Bylaw No. 946 Zoning Bylaw be received for second reading.

**CARRIED
UNANIMOUSLY**

Moved by Councillor Harris
Seconded by Councillor Perry

THAT all three bylaws are referred to the Economic Development Commission for comment and the Zoning Bylaw 946 be referred to the Advisory Planning Commission for comment.

**CARRIED
UNANIMOUSLY**

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□ Capital Works, Machinery and
Equipment Reserve Fund
Expenditure Bylaw No. 943 –
July 12, 2010

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 943, 2010 be adopted.

**CARRIED
UNANIMOUSLY**

□ Driveway Access Bylaw No.
947, 2010

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT Driveway Access Bylaw No. 947, 2010 be given first, second and third readings.

□ Pesticide Use Bylaw No. 948,
2010

Moved by Councillor Harris
Seconded by Councillor Jackson

THAT Pesticide Use Bylaw No. 948, 2010 be given first, second and third readings.

**CARRIED
UNANIMOUSLY**

14.

QUESTIONS FROM THE PUBLIC

A member of the public asked for clarification on the Bulletin Board policy and Grant policy.

A member of the public commented that the bylaws and policies weren't discussed in public. Urged Council to review policy of audio recordings.

A member of the public agrees with branding process, but suggested that the 2% Hotel/Motel tax money should be used to pay for it.

A member of the public commented that he wasn't aware of the park regulation and is concerned that the bylaw regarding hours of business has limitations.

A member of the public commented that the new sign bylaw indicates there is a requirement for a 2 million dollar insurance policy.

A member of the public asked if "questions from the public" can also capture the answer. The Mayor commented that question period is not a requirement, but meant to be a courtesy to the public.

A member of the public commented on the recent drownings and asked how often is protection available for swimmers or boaters.

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ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Harris

THAT the meeting be adjourned at 8:05 p.m.

**CARRIED
UNANIMOUSLY**

Ken Becotte
Mayor

Debra Key
Corporate Officer

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

DATE: April 20, 2010
TIME: 4:00 p.m.
PLACE: Council Chambers

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

Recording Secretary, K. Burr

ABSENT:

1. **CALL TO ORDER**

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

2. **LATE ITEMS**

**c) Public Working Groups in reference with Planning area 2 –
Chair**

It was noted that about 5 names have come in. In the next couple of days Michael Rosen will set up meetings and will inform the Chair of the date and times and welcomes everyone to join in.

**d) Official Community Plan Amendment Bylaw No. 937, 2010
Greenhouse Gas Emissions Reduction Targets, Policies, and Actions
– Michael Rosen.**

Michael made note of his Report and Bylaw No. 937 that was brought to Council April 19, 2010. He noted that the Bylaw had two readings last night and it will be going to a Public Hearing on May 3, 2010.

**Moved by Marg Doman
Seconded by Raymond Hooper**

THAT the APC accepts the recommendation of Bylaw No. 937, 2010 Green house Gas Emissions Reduction Targets, Policies, and Actions.

CARRIED

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3. ADOPTION OF MINUTES

☐ APC minutes of
March 16, 2009

Moved by Lorne Lees
Seconded by Harvey Ruggles

THAT the minutes of the Advisory Planning Commission meeting of March 16, 2010 be adopted with amendments.

CARRIED

ERRORS AND OMISSIONS
Page 2 it should say APC.

4. DELEGATIONS/PETITIONS

None

5. CHAIRPERSON REPORT

None

6. ITEMS FOR DISCUSSION

☐ Zoning Bylaw

It was noted that the Commission had the following ideas to changes in the Zoning Bylaw:

Strip across the road from the Village Office is zoned R2 (two family residential) and it was noted that it should be none buildable with respect to the setbacks. Michael Rosen noted that private land cannot be zoned for public use.

Seasonal vending business "open air business" should have an area zoned specifically for these types of business so they are not spread out all over the Village but allocated to one area.

It is noted that home based businesses more specifically Bed and Breakfasts (type 2) are only allowed in R2 zones, which is found to be misleading by the language in the bylaw.

Pre-zoning and Re-zoning was explained by Michael Rosen as they were items that had been mentioned in previous meetings and there were concerns regarding the difference of the two types of zoning.

Property zoned as C1 can have a parking garage as its principal use. R4 can have it as its secondary use.

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Making the language clearer for public to read.

Legal non conforming use. Business that have been operation for many years and the current zoning does not allow it, with respect to legal non conforming use the business can continue to operate unless the business is inactive for 6 months or there is a fire and more than 75 % of the building is damaged.

Identifying a new area for a Community Care Facility.

The size of new lots going in.

7. ADJOURNMENT

Moved by Brian Bignel
Seconded by Harvey Ruggles

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 5:50 p.m.

Leo Facio (Chair)

Krystal Burr (Recording Secretary)

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

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

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

Recording Secretary, K. Burr

ABSENT:
Marg Doman
Ted Tisdale

1. CALL TO ORDER

The Chair called the meeting to order at 4:00 p.m.

2. LATE ITEMS

☐ Zoning Bylaw Zoning Bylaw

3. ADOPTION OF MINUTES

☐ APC minutes of
April 20, 2010

Moved by
Seconded by

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

CARRIED

ERRORS AND OMISSIONS

4. DELEGATIONS/PETITIONS

None

5. CHAIRPERSON REPORT

None

**VILLAGE OF HARRISON HOT SPRINGS
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6. ITEMS FOR DISCUSSION

☐ Zoning Bylaw

Report of Michael Rosen, Planning Consultant – May 11, 2010

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

Ted Tisdale joined at 4:16 p.m.

It was noted that municipalities can change zoning when they want and they do not have to compensate someone if they perceived it to be a loss in value. It was mentioned that eh Neighborhood plan does not change zoning it establishes policy for zoning changes. Municipalities can not change the zoning to reduce the value and then buy the land.

Moved by Lorne Lees
Seconded by Alan Birtch

THAT Option B be adopted by the Advisory Planning Commission.

CARRIED

☐ Minutes of the EDC,
March 17, 2010

Page 3 of the EDC minutes from March 17, 2010 discuss some land development issues regarding the campgrounds which should be an issue dealt with by the APC. It was mentioned that it may be beneficial to have a joint meeting between the APC and EDC to discuss their concerns with the Zoning Bylaw.

☐ Zoning

Daycares are allowed in C1 accessory uses with a hotel (page 50). Should daycares be restricted to commercial zones only in a hotel setting?

Parcel widths on Lillooet west seem to be too small to build anything commercial. It was noted that the minimum parcel width was 20 meters.

C4 zones (page 60) make reference to drive in restaurants. It was noted that eh Bylaw has been amended to wedding and catering instead of drive in restaurant.

Page 75 water Front Zone, point 6. Private floats are not permitted anymore. Change the wording to take out “private”.

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

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING
MAY 25, 2010
PAGE (3)**

7. ADJOURNMENT

Moved by Brian Bignal
Seconded by Lorne Lees

THAT the meeting be adjourned at 5:16 p.m.

CARRIED

Leo Facio
Chair

Krystal Burr
Recording Secretary



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

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

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

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

Date: August 17, 2010 _____ Requested Meeting Date: September 13, 2010 _____

Organization Name (if applicable): BC Timber Sales _____

Name of Presenter: Stacey Gould _____

Name of Applicant if Other than Above: _____

Contact Phone Number & E-Mail: 604.702.5731; Stacey.Gould@gov.bc.ca _____

Mailing Address with Postal Code: 46360 Airport Rd. / Chilliwack BC V2P 1A5 _____

Audio/Visual requirements: Projector, laptop, Microsoft PowerPoint _____

Topic: BC Timber Sales – Who we are and the Forest Management Information Sharing

Process. _____

Action you wish Council to take: _____



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

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

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

Date: <u>SEP 8 7</u>	Requested Meeting Date: <u>SEP 13</u>
Organization Name (if applicable): _____	
Name of Presenter: <u>JOHN ALLEN</u>	
Name of Applicant if Other than Above: _____	
Contact Phone Number & E-Mail: <u>769117</u>	
Mailing Address with Postal Code: <u>Box 20 Jom 1K0</u>	
Audio/Visual requirements: _____	
Topic: <u>INCORPORAL B/LAW</u>	
Action you wish Council to take: <u>AMEND PROPOSED</u>	
<u>B/LAW 950</u>	





MEMBER RELEASE

August 24, 2010

TO: Local Government Mayors, Chairs, and Administrators
 BC First Nations Chiefs and Administrators

FROM: Local Government Program Services, UBCM and First Nations Summit

RE: **2010/11 (Summer) Regional Community to Community Forum Program**

The Union of BC Municipalities and First Nations Summit are pleased to announce a second call for applications for the 2010/11 Regional Community to Community (C2C) Forum program.

This is an exciting opportunity to build relationships between local governments and neighbouring First Nations and we invite you to respond by organizing an event in your area.

To qualify for funding, a C2C Forum must include dialogue between neighbouring First Nation and local government elected officials and must work toward one or more of the objectives:

- Educating and informing the participating governments about current issues in relationships between the First Nations and local governments.
- Providing a forum for dialogue on a specific concern or topical issue.
- Strengthening relationships and fostering future co-operative action by building stronger links between First Nation and local government elected officials and staff.
- Determining opportunities for future collaboration and joint action.

The Program & Application Guide and Application Form will be available on on-line shortly. Please visit the Funding Programs section at www.ubcm.ca or www.fns.bc.ca.

The application deadline is Friday, September 17, 2010 for events up to March 31, 2011.

For more information or to request an application package, please contact Local Government Program Services at (250) 356-5134 or lgps@ubcm.ca

FILE #	DATE
1855A03-03	AUG 25 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/M	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE <u>Sept 13/10</u>	
INITIAL <u>DR</u>	
(ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY)	

Please make copies of this circular & distribute to Council/Board Members & Staff

www.ubcm.ca

MEMO
 August 24, 2010

TO: LMLGA Members
 FROM: Councillor Sav Dhaliwal, President
 RE: **APPEAL FOR FLOOD VICTIMS**

We have seen the heart-wrenching photos of helpless children and adults trying to cope with the rising waters of the monsoonal rains in Pakistan.

The flooding—the worst in the past 80 years—has taken thousands of lives and has affected over 20 million people. Six million of them are reportedly children.

To put it in perspective, this natural tragedy is considered worse than the combined displacement of people by the 2004 Asian tsunami and this year's earthquake in Haiti.

If the floods were not tragic enough, fatigue, dehydration, hunger and waterborne diseases are now beginning to exact their toll on the survivors.

Disasters of this magnitude cannot be effectively managed by one country alone. No nation has the resources to recover from such a deep devastation. At a time like this, all nations, once again, must come to the aid of fellow human beings.

Citizens of our province have at all times shown great compassion by donating millions of dollars in support of victims whenever a natural disaster has uprooted lives. The generosity of British Columbians has always made a difference; every donated dollar has helped lessen sufferings for someone.

On behalf of the Executive of the Lower Mainland Local Government Association, I appeal to all elected officials to consider making a personal donation, and encourage members of your community to engage in innovative fundraising events to help the flood victims in their hour of need. No amount is too small to give.

Donations can be made through a reputable charitable organization of your choice. Pakistan-Canada Association (www.pakcan.com) can be consulted on how to donate. Canada Red Cross (www.redcross.ca) and World Food Program (www.wfp.org/donate/pakistanflood) are also accepting donations.

Thank you.

Sincerely,

Sav Dhaliwal
 Sav Dhaliwal
 President

FILE #	DATE	ACCTS	ADMIN	BLNF	PAYOR	COUNCIL	ITEM	COUNCIL AGENDA	DATE	INITIALS	ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY
0230-20-13	AUG 24 2010	<input type="checkbox"/> P/R	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A	B	Sept 13/10		
0230-20-13		<input type="checkbox"/> CAG	<input type="checkbox"/> DCAO	<input type="checkbox"/> DIR F	<input type="checkbox"/> SUP P/W	<input type="checkbox"/> PAYROLL	TAX				

BC Hydro

FOR GENERATIONS

Transmission & Distribution - Design
 British Columbia Hydro and Power Authority
 Phone: 604.543.4147
 Fax: 604.543.6030
 email: gerald.gerwin@bchydro.com

3 September 2010

The Mayor of the Village of Harrison Hot Springs and Council
 Village of Harrison Hot Springs
 Box 160, 495 Hot Springs Road
 Harrison Hot Springs, BC V0M 1K0

Fax: 604.796.2192

Dear Mayor and Council:

Subject: Funding Available for Electric Beautification Projects

Annually, BC Hydro budgets one million dollars for municipal beautification projects. Municipalities wanting to place existing overhead distribution lines underground to address environmental concerns, improve visual aesthetics or accommodate community redevelopment projects are welcome to apply for funding.

Funding is available for one-third of the BC Hydro beautification project estimated cost and the original scope. The attachment describes our program in more detail.

If you are considering a beautification project, an application form (attached) must be returned by October 1, 2010 with a description of the project, a map showing the extent of the project and an explanation of the project's objectives.

After receiving your application, we will prepare a "ballpark" estimate of cost for your municipality to consider. The municipality will be asked to confirm intent to fund two-thirds of the project's estimated cost and to confirm that the telephone utility has been advised of the project details. This confirmation must be received at BC Hydro by November 15, 2010 to be reviewed by our VP, Transmission & Design and the successful applicants will be notified in February. All accepted projects must begin within the fiscal year that they are approved and be completed within 12 months.

I would be pleased to answer any questions you may have about the program. If you would like to be considered for funding in 2011, please submit your application no later than October 1, 2010.

Sincerely,



Gerald A. Gerwin
 Design Manager
 Fraser Valley

cc: Ingo Moxon, BC Hydro
 Arlene Shwelz, BC Hydro

Attachments:

- i Application for Beautification Project Participation form
- ii Beautification Projects Information pamphlet

FILE #	DATE
1855-07	SEP 11 2010
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input checked="" type="checkbox"/> CBO	<input type="checkbox"/> ADMIN
<input checked="" type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL/TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM A (B) C	
COUNCIL AGENDA	
DATE <u>Sept 13/10</u>	
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ, ACTION B - INFO - W RESP; C - INFO ONLY)	

Application for Beautification Project Participation

BChydro 

Name of Municipality or City: _____

Location of Proposed Project: _____

Site Plan Attached: ☐ Yes ☐ No

Reason For Project: _____

Name and Position of responsible person completing this application:

Name (please print)

Phone Number

Position

Signature

Distribution

Beautification Projects

Introduction

The purpose of BC Hydro's participation in Beautification Projects is to cooperate with municipal governments in achieving their objectives related to environmental concerns and visual aesthetics. This summarizes Hydro's policy and describes the principal considerations that should be included in a proposal for participation by Hydro.

Funding Objective

Municipal governments may request Hydro to share 1/3 of the cost to convert overhead distribution lines to underground.

The municipal objective will be one or more of the following:

- a) to minimize or eliminate environmental concerns;
 - b) to improve visual aesthetics;
 - c) to accommodate a public redevelopment project.
- In addition, consideration will be given to:
- a) confirmed financing of remaining two-thirds;
 - b) projects which also provide benefits to Hydro.

Hydro Funding

Hydro's budget for Beautification Project participation is fixed annually (April 1 to March 31).

Applications must be received by October 1 for Hydro's upcoming fiscal year.

Applications which collectively exceed Hydro's budget must be reapplied for the following year.

Construction of Beautification projects must begin within the fiscal year Hydro has committed its share, and the applicant's intention must be to complete the project within 12 months.

Hydro participation is not contingent on provincial participation. Applications for provincial funding under the Revenue Sharing Act are at the discretion of municipalities. *NOTE: Municipalities must deal directly with Telephone and other third parties to negotiate the costs of undergrounding their facilities on the same poles.*

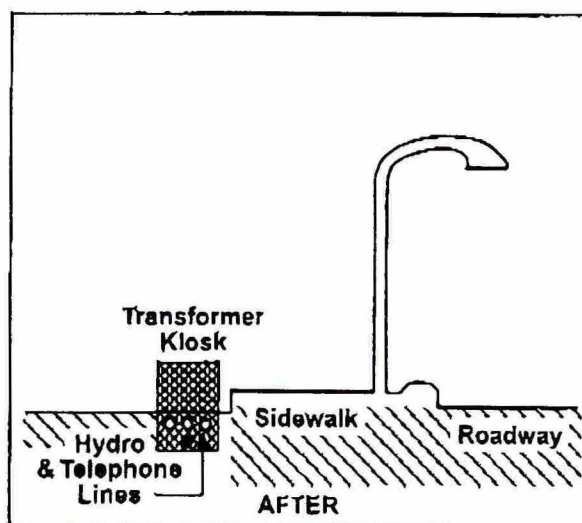
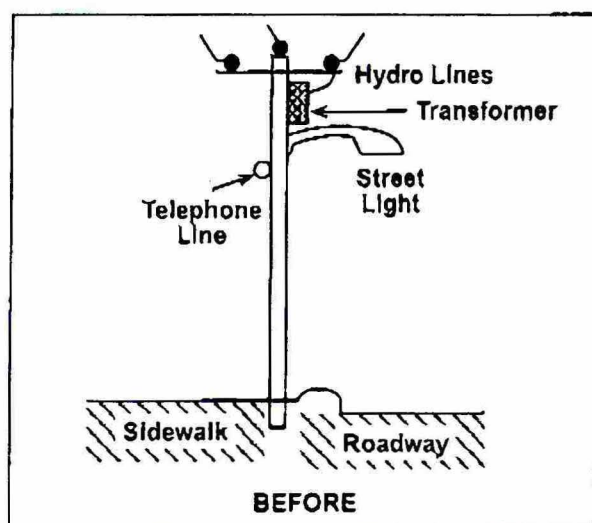
NOTE: Payment must be made to BC Hydro in advance of construction

Cost Sharing (based on estimated cost & original project scope)

Includes work on:

- a) physical plant and equipment owned and maintained by Hydro;
- b) temporary overhead lines needed during the conversion;
- c) restoration of roads, lawns, etc to a condition similar to that prevailing prior to the project;

(continued)



Diagrams illustrating a typical overhead electrical service before the work, and how underground service is typically arranged after

the work. The example includes an instance where a transformer, street light and telephone line are involved.

Shared costs exclude work on:

- a) ornamental street lighting systems;
- b) physical plant and equipment not owned and maintained by Hydro;
- c) customer requests for alterations to service wiring or wiring within buildings;
- d) converting overhead private-property lines to underground;
- e) restoration of land beyond the level existing before the project began;
- f) provisions for telephone or other third-party requirements (municipalities must deal directly with such third parties)

Application to Hydro

Proposals for Beautification participation should be forwarded to Hydro's Area Office nearest you. The deadline for proposals is October 1.

Proposals need to be in writing and include a complete description of the project, location maps and the Municipality's reasons for the project.

The project is as follows:

- a) your application is made by the dates noted previously;
- b) we then will develop a rough cost estimate for the project and send it to you within a week;
- c) you will confirm your acceptance of the estimate and intent to proceed with the project within 2 weeks of receiving it.
- d) the successful applications will be announced January 31 for the upcoming fiscal year.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: August 31, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 5460-01

SUBJECT: Traffic Calming Plan

ISSUE:

The Village is in need of a professionally developed Traffic Calming Plan that would review existing traffic calming devices, and establish traffic calming criteria and practice guidelines.

BACKGROUND:

Over the past few years the Village has been installing traffic calming devices and it appears that each time a traffic calming device is installed on the road it moves the traffic to another road causing concerns to that neighborhood. More recently, Council has responded to a petition from the residents on Balsam Avenue. As a result of the petition Council approved the installation of temporary traffic calming devices and requested that a professional traffic management firm be involved to review all aspects of traffic mobility and transportation within the Village.

Initially three firms were invited to provide proposals addressing: traffic calming, speed limits, and parking requirements within the Village. The proposals were received from McElhanney, MMM Group Limited, and Bunt & Associates. Subsequently, in person interviews were held on Tuesday, August 10, 2010 to clarify and discuss the proposals. The proposal fees ranged from \$44,000.00 to \$47,000.00 including expenses but excluding applicable taxes.

The three proposal packages were evaluated based on the following criteria:

- Price;
- Deliverables;
- Public participation process;
- Project timeline;
- Experience and expertise;

- Positive response from references.

Based on the review it was agreed by the staff proposal review team that the Bunt & Associates offered the best value for service. Bunt & Associates have experience with conducting traffic assessments, parking strategies, and traffic calming plans.

However, upon further review it was resolved that the cost of the study may require the initiative to be split into stages, with the first implementation stage involving the development of the Traffic Calming Plan. Since Bunt & Associates were determined to have the strongest proposal upon review by staff, they were once again approach to provide a revised proposal this time only for the Traffic Calming Study. Bunt & Associates have experience with Traffic Calming Studies, having recently worked on the East Road Traffic Calming Plan for the Village of Anmore, and having conducted a Traffic Calming Master Plan for the Town of Gibsons.

The Bunt & Associates proposal for a Traffic Calming Plan includes:

- Pre-Study Research and Meetings;
- Data Assembly and Review (review of current traffic calming devices);
- Traffic Volume Surveys at Intersections (seven intersections have currently been budgeted for a review of the existing speed limits, parking restrictions, intersection layouts, existing traffic calming devices and other relevant information);
- Data Analysis (summaries of volume data, four-way stop compliance, speed data collected, etc);
- Development of a Traffic Calming Policy (best practice in implementation of traffic calming devices, overview of policy objectives);
- Traffic Calming Plan (development of a technical tool for dealing with traffic calming and the movement of traffic in the community);
- Public Consultation.

The proposal fee for a Traffic Calming Plan for the Village from Bunt & Associates is \$26,470 including expenses but excluding applicable taxes. This project is not included in the current budget and would exceed the budgeted consultant fees category. However, it has been confirmed that this project meets the criteria for eligibility requirements for gas tax revenue.

RECOMMENDATION:

THAT the development of a Traffic Calming Plan by Bunt & Associates for a fee not to exceed \$31,000 be approved.

Respectfully submitted for your consideration;



Andre Isakov
Community and Economic Development Officer

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.



Ted Tisdale
Chief Administrative Officer

DIRECTOR OF FINANCE COMMENTS:

I concur with the recommendation.

Dale Courtice
Director of Finance

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Calming.RTC.doc

ENGINEERING & PUBLIC WORKS\5460

TRAFFIC CONTROL\2010.09.03 Traffic



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 1, 2010
FROM: Debra Key, Corporate Officer **FILE:** 2510
SUBJECT: Christmas Closure Schedule – 2010

ISSUE: To close the Village Office between Christmas and New Years

BACKGROUND:

Historically the Village Office has been closed between Christmas and New Years. This year Christmas falls on a Saturday and Boxing Day a Sunday, therefore on Monday, December 27 and Tuesday, December 28, 2010 the office would be closed due to the statutory holidays. The remaining three days, December 29, 30 and 31, 2010 would be taken as vacation (or banked time off) by office employees.

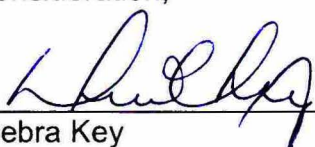
New Years day falls on Saturday, January 1, 2011, therefore, Monday, January 3, 2011 will be closed. The office will reopen on Tuesday, January 4, 2011. The Public Works crew shifts will continue throughout the holiday period with vacations granted as operational requirements permit.

Council has also traditionally granted a half day off with pay to all those employees working on the last working day before the Christmas break.

RECOMMENDATION:

THAT the Village Office be closed at 12:00 noon, December 24, 2010 and be closed December 29, 30 & 31, 2010, reopening January 4, 2011.

Respectfully submitted for your consideration;


Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

There are no financial implications.

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendations.



Ted Tisdale
Chief Administrative Officer

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Schedule 2010.doc



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: September 1, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 2280-20-02-05

SUBJECT: 2010 Resort Development Strategy Update

ISSUE:

The original 2007 Resort Development Strategy requires an amendment to include the Memorial Hall Renovation Project. The amendment involves the inclusion of the Memorial Hall Renovation Project in the 5 year expenditure program.

BACKGROUND:

Upon consultation with key community resort development stakeholders, the Memorial Hall Renovation Project was identified as a priority for the community. Furthermore, it was determined that the renovations to the Memorial Hall are vital to the well-being of tourism programs and initiatives in the community. Along with letters of support from the Harrison-Agassiz Chamber of Commerce, the Harrison Festival Society, and the Harrison Tourism Society, the Village of Harrison Hot Springs made a formal request to the Ministry of Community and Rural Development seeking an amendment to the Resort Municipality Initiative (RMI) Memorandum Agreement with the Province of British Columbia. The amendment request asked for the inclusion of the Memorial Hall Renovation Project in the 2010 resort development budget year. The Ministry of Community and Rural Development has granted the requested amendment pending a Council resolution.

The attached "Schedule A" shows the Revised Five Year Expenditure Program which has been amended to include the Memorial Hall Renovation Project for the 2010 budget year. "Schedule A" also shows the actual versus proposed program budgets for the last three years (2007, 2008, and 2009 programs years).

The Ministry of Community and Rural Development is planning to revise the RMI program in 2011. The new RMI program will probably require all RMI communities to develop new resort development strategies and new five year expenditure plans in early 2011.

RECOMMENDATION:

THAT the original Revenue-Sharing Budget be amended to include the Memorial Hall Renovations as a 2010 project budget item in the Village of Harrison Hot Springs Resort Development Strategy as outlined in Schedule A.

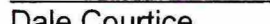
Respectfully submitted for your
consideration;



Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

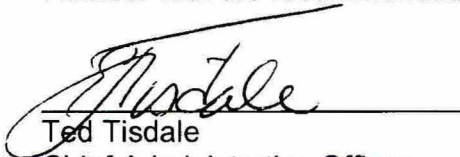
I concur with the recommendation.



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.



Ted Tisdale
Chief Administrative Officer

#	Project	2007	2008	2009	2010	2011	Total**
1	Plaza & Lakeshore Promenade	200,000	105,000		100,000	95,000	500,000
2	Village Centre Renewal			145,000	15,000	235,000	395,000
3	Parks & Trails Development	105,000	200,000	185,000	215,000		705,000
4	Sand Sculpture Competition*	25,000	25,000				50,000
	TOTAL	330,000	330,000	330,000	330,000	330,000	1,650,000

Schedule A
Resort Development Strategy

Original Revenue-Sharing Projects and Budget

Revised 5 Year Expenditure Program

#	Project	2007	2008	2009	2010	2011	Total**
1	Plaza & Lakeshore Promenade		250,000	400,000	25,000	430,000	1,105,000
2	Village Centre Renewal					100,000	100,000
3	Memorial Hall Renovations				200,000		200,000
4	Parks & Trails Development			120,000	25,000	50,000	195,000
5	Sand Sculpture Competition	25,000	25,000				50,000
	TOTAL	25,000	275,000	520,000	250,000	580,000	1,650,000



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: September 1, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 6430-05

SUBJECT: Corporate Greenhouse Gas Inventory and Reduction Plan

ISSUE:

The Village has showed leadership in climate protection by making a commitment to use the Village's influence to reduce both community, and municipal corporate emissions by signing on to the BC Climate Action Charter. As a BC Climate Action Charter signatory the Village of Harrison Hot Springs has committed to develop strategies and take action to become carbon neutral in respect to municipal operations by 2012. The completion of the Corporate Greenhouse Gas Inventory and Reduction Plan is a key step to reducing community Greenhouse Gas (GHG) emissions, reaching Official Community Plan (OCP) GHG reduction targets, and reducing GHG emissions as much as possible before being required to offset corporate emissions in 2012.

BACKGROUND: Community GHG emissions result from all of the energy consumption activities generated by on-road transportation, buildings, and solid waste from within the entire community. Corporate GHG emissions are the emissions generated by the energy consumed during the delivery of municipal operations.

This Plan aims to spark the internal corporate discussion about carbon neutrality and the four key steps towards achieving it:

- Measurement/Inventory;
- Reduction Strategies/Plan;
- Plan for Offsets;
- Reporting.

This corporate energy and GHG inventory profile provides a snap-shot of all corporate emissions in the Village of Harrison Hot Springs in 2009. As part of this inventory: corporate sources of emissions were identified, data of energy

consumption was collected, and conversions of fuel/energy consumption into a measure of greenhouse gas emissions were performed.

The review of the 2009 corporate GHG inventory indicates that the Village of Harrison Hot Springs produced 107 tonnes of carbon dioxide (CO²) emissions through municipal operations that year. Furthermore, the review indicates that the Village spent \$98,604.40 on corporate energy. Please refer to the study for further data breakdown.


The plan recommends that the following GHG reduction actions:

1. Communicate a clear direction to change "business as usual";
2. Establish a team to champion carbon neutrality;
3. Provide and/or allocate additional human resources and funds to champion and implement energy and GHG reduction strategies;
4. Review existing and monitor future policies, procedures, and plans to make sure that they align with the goal of carbon neutrality.

RECOMMENDATION:

THAT Council direct staff to proceed with the action items outlined in the Plan towards achieving corporate carbon neutrality.

Respectfully submitted for your consideration;

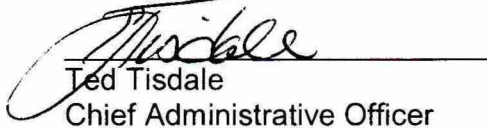


Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer



Village of Harrison Hot Springs

Corporate Greenhouse Gas Inventory and Reduction Plan

"Creating a Sustainable Future"

August 2010

Village of Harrison Hot Springs

Corporate Greenhouse Gas Inventory and Reduction Plan

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1.1.	BACKGROUND	3
1.2.	WHAT IS CARBON NEUTRAL?	3
1.3.	WHY DOES CORPORATE CARBON NEUTRALITY MATTER?	3
1.4.	WHY GET STARTED ON CORPORATE CARBON NEUTRALITY NOW?	4
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1.6.	METHODOLOGY	5
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3.	CORPORATE GREENHOUSE GAS REDUCTION PLAN	9
3.1.	OTHER POSSIBLE FUTURE ACTIONS	9
4.	CONCLUSION	9

1. Introduction

1.1. Background

The Village of Harrison Hot Springs is working to create a sustainable future. The Village has showed leadership in climate protection by making a commitment to use the Village's influence to reduce both community, and municipal corporate emissions by signing on to the BC Climate Action Charter. The municipality has signed onto the Charter with the Province of BC, the Union of British Columbia Municipalities (UBCM), and over 175 other BC local governments. In 2008 the Village of Harrison Hot Springs developed a Community Sustainable Development Strategy, and a Water and Wastewater Sustainability Strategy, reports that formed the foundation for the greenhouse gas (GHG) reduction policies, actions, and targets for the existing Official Community Plan (OCP). The current Village of Harrison Hot Springs OCP states that the Village will strive to reduce community greenhouse gas emissions 16% below 2007 levels by 2020.

Community GHG emissions result from all of the energy consumption activities generated by on-road transportation, buildings, and solid waste from within the entire community. Corporate GHG emissions are the emissions generated by the energy consumed during the delivery of municipal operations. Thus, the corporate GHG emissions reductions are linked to and will result in community GHG emissions reductions. As a BC Climate Action Charter signatory the Village of Harrison Hot Springs has committed to develop strategies and take action to become carbon neutral in respect to municipal operations by 2012. The Village's commitment to reduce municipal corporate GHG emissions exemplifies a leadership role in building a sustainable future for the community. The completion of this Corporate Greenhouse Gas Inventory and Reduction Plan is a key component to reducing community GHG emissions, reaching OCP GHG reduction targets, and reducing GHG emissions as much as possible before being required to offset corporate emissions in 2012.

1.2. What is Carbon Neutral?

Carbon neutral refers to reducing a local government's greenhouse gas emissions as much as possible and balancing the remaining emissions through the purchase or production of qualified offsets so that the municipal corporate operations result in net zero carbon footprint. GHG offsets usually include investments in renewable energy, energy efficiency and reforestation projects. The Province of BC has set up the Pacific Carbon Trust, a provincial Crown corporation, to identify credible GHG offset projects that are located in BC on the Province's behalf.

1.3. Why Does Corporate Carbon Neutrality Matter?

Recent attention to global warming and climate change refers to the changes or variations in the Earth's global climate experienced regionally caused by human activities in comparison to the historical and evolutionary changes caused by natural Earth processes. Human activities leading and contributing to climate change include those resulting in the increase in atmospheric concentrations of greenhouse gases, urbanization, and deforestation. Corporate carbon neutrality aims to reduce the Village's ecological footprint and contributions to global warming, climate change, and the changes that result from the output of emissions.

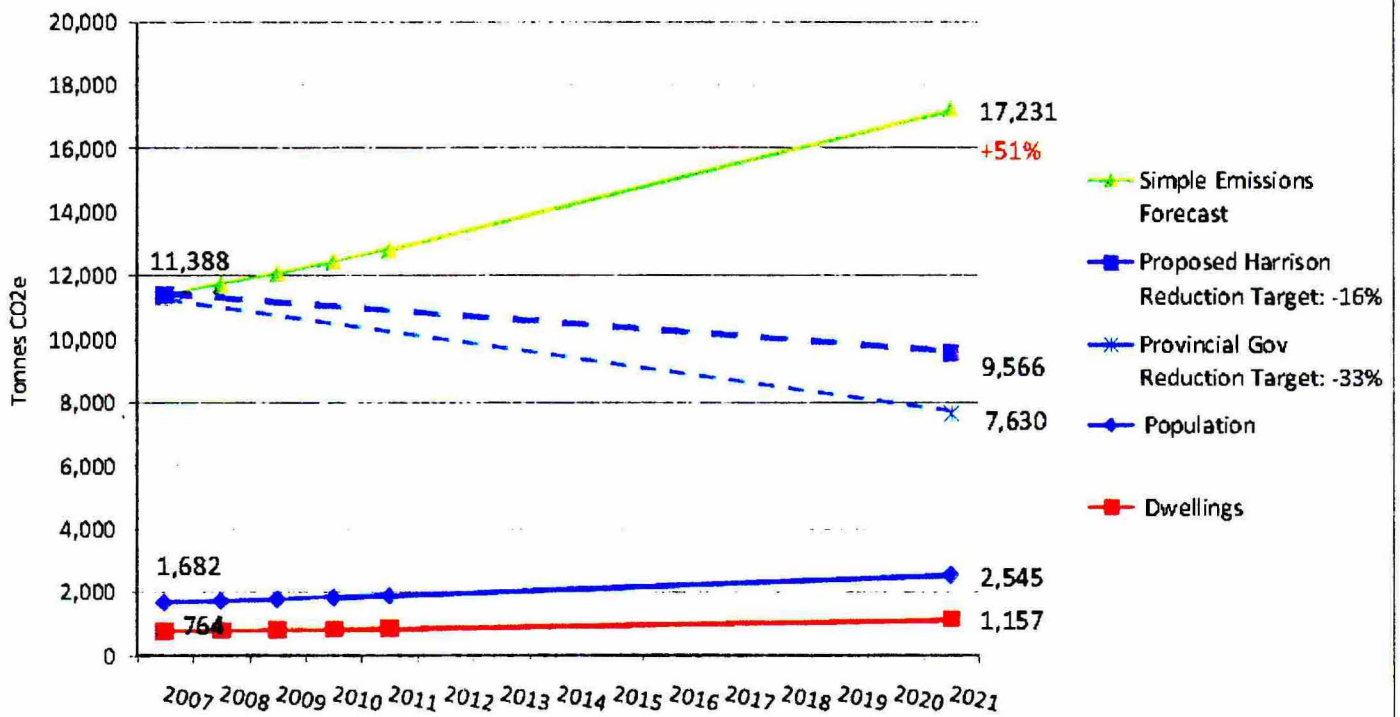
Apart from moral reasons, the reductions in corporate emissions through energy reductions and shifts to more sustainable energy sources can also save money and help build a more resilient energy future for the

Village. In fact, the Village can anticipate and mitigate the impacts of climate change by reducing the reliance on fossil-fuel based energy resources while at the same time protecting the municipality from anticipated escalating energy costs of non-renewable energy sources. Sustainable energy sources such as geothermal heat, wind or solar power are not subject to long term price volatility and substantial cost increases that non-renewable energy sources are. As a result, sustainable energy uses will be more common in the future. Furthermore, energy conservation, regardless of energy source, can result in both short-term and long-term cost savings for the municipality.

1.4. Why Get Started on Corporate Carbon Neutrality Now?

As a BC Climate Action Charter signatory the Village of Harrison Hot Springs has committed to develop strategies and take action to become carbon neutral in respect to municipal operations by 2012. Although 2012 may seem a long way off, it is right around the corner and acting sooner rather than later in trying to measure corporate GHG output will provide necessary time to develop and implement corporate conservation initiatives. Acting soon on corporate GHG reductions will allow the Village to perfect GHG output measurement techniques, improve GHG reduction strategies, and maximize cost savings associated with the initiative. By taking a leadership role in measuring and reducing corporate GHG emissions, the municipality can spark interest and inspire community-wide emissions reductions. The initiative can also focus the attention of community members on how they can reduce their own emissions. Moreover because both corporate and community GHG emissions in the Village of Harrison Hot Springs are expected to grow, acting early will help to subdue and reverse that trend.

Simple Forecast - GHGs



Harrison Hot Springs Community GHG Emission Projections (HB Lanarc – HHS Greenhouse Gas Targets, Actions, and Policies)

1.5. Objective

The Corporate Greenhouse Gas Inventory and Reduction Plan is meant to provide an over-view of the energy use for corporate reduction actions and to assess the corporate GHG emissions footprint. This document focuses only on corporate emissions, as the completion of this document will give the Village an opportunity to focus on internal structures and lead by example before tackling emissions reductions in the broader community. This plan should be considered a living document and annual reviews are recommended to ensure that new ideas and opportunities are incorporated. By implementing this plan the Village of Harrison Hot Springs will meet the goals of the BC Climate Action Charter relating to municipal operations.

By signing onto the BC Climate Action Charter, the Village agreed to the following goals:

- To develop strategies and take actions aimed at reducing GHG emissions;
- To become carbon neutral in respect to municipal operations by 2012;
- To remove barriers such as existing policies and procedures that impede taking action on climate change;
- To encourage infrastructure and a built environment that supports economic and social needs while minimizing environmental impacts.

1.6. Methodology

The Corporate Greenhouse Gas Inventory and Reduction Plan is the first step for the Village of Harrison Hot Springs to assess its corporate GHG emissions output and strategies for energy reductions. This Plan aims to begin the internal corporate discussion about carbon neutrality and the four key steps towards achieving it:

- Measurement/Inventory;
- Reduction Strategies/Plan;
- Plan for Offsets;
- Reporting.

The completion of the Corporate Greenhouse Gas Inventory and Reduction Plan included a significant amount of research which involved a review of relevant literature, and analysis of the energy reducing practices of several municipal governments throughout British Columbia and North America. A detailed analysis of the Village's existing GHG emissions was completed. This provides the Village with a 2009 baseline for the GHG emissions related to municipal operations. The Plan outlines several potential GHG emissions reduction opportunities. As a living document, this Plan and the opportunities identified in it should be periodically reviewed, analysed, and updated.

2. Corporate Energy and GHG Inventory Profile

This corporate energy and GHG inventory profile provides a snap-shot of all corporate emissions in the Village of Harrison Hot Springs in 2009. As part of this inventory: corporate sources of emissions were identified, data of energy consumption was collected, and conversions of fuel/energy consumption into a measure of greenhouse gas emissions were performed.

**Fuel/Energy to CO²
Conversion Table**

GHG Emission Factors	tCO ₂ e	per
Hydro Electricity	0.000022	kWh
Natural Gas	0.051	GJ
Gasoline	0.00241	Litre
Heating Oil	0.00284	Litre
Diesel	0.00276	Litre
Propane	0.00154	Litre

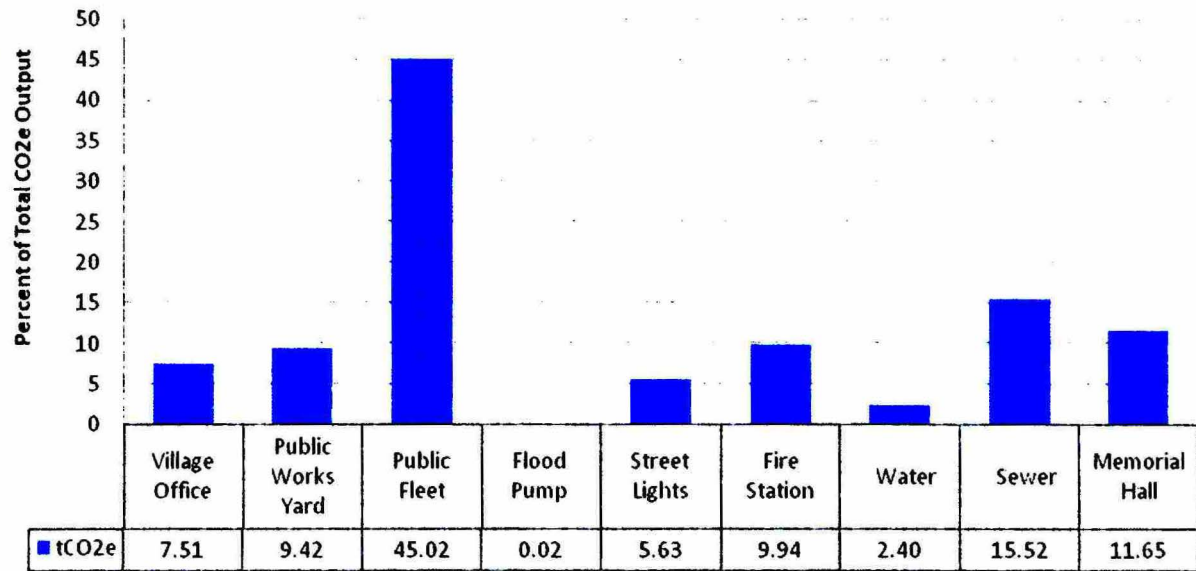
As outlined by Provincial requirements, fuel/energy data was gathered on the following corporate municipal services:

- Administration and Governance;
- Drinking, Storm and Waste Water;
- Solid Waste Collection, Transportation and Diversion;
- Roads and Traffic Operations;
- Arts, Recreation and Cultural Services;
- Fire Protection.

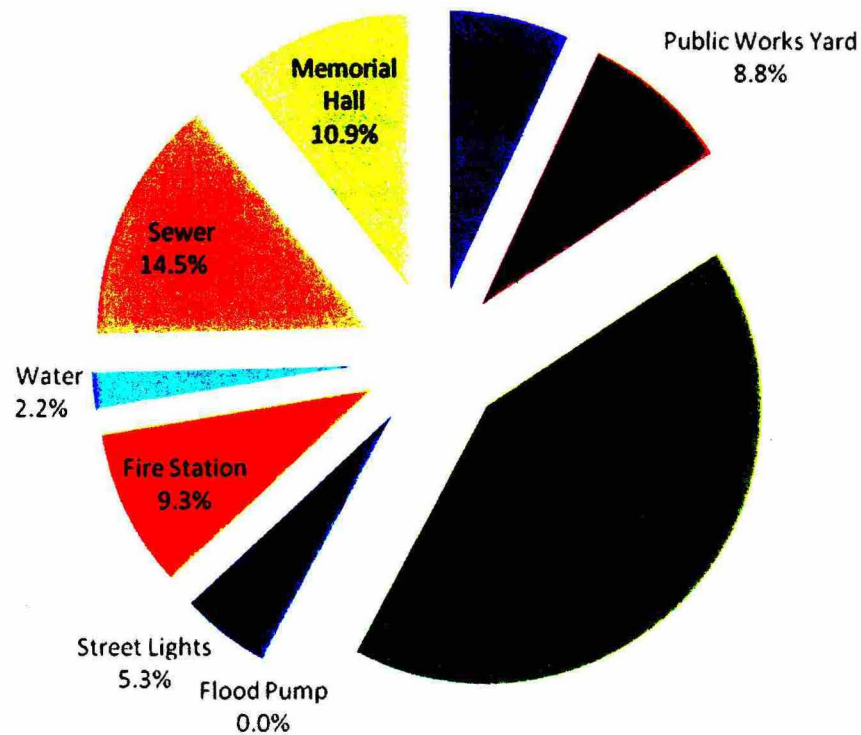
Further, the municipal services were broken into the following corporate categories: village office, public works yard and compound, public fleet, flood pump, street lights, fire station, water, sewer, memorial hall. Different types of energy use were considered depending on the sectors, such as electricity use, heating fuel use, and fuel for vehicles. Where records were available, the costs of purchasing these energy sources were factored into the analysis.

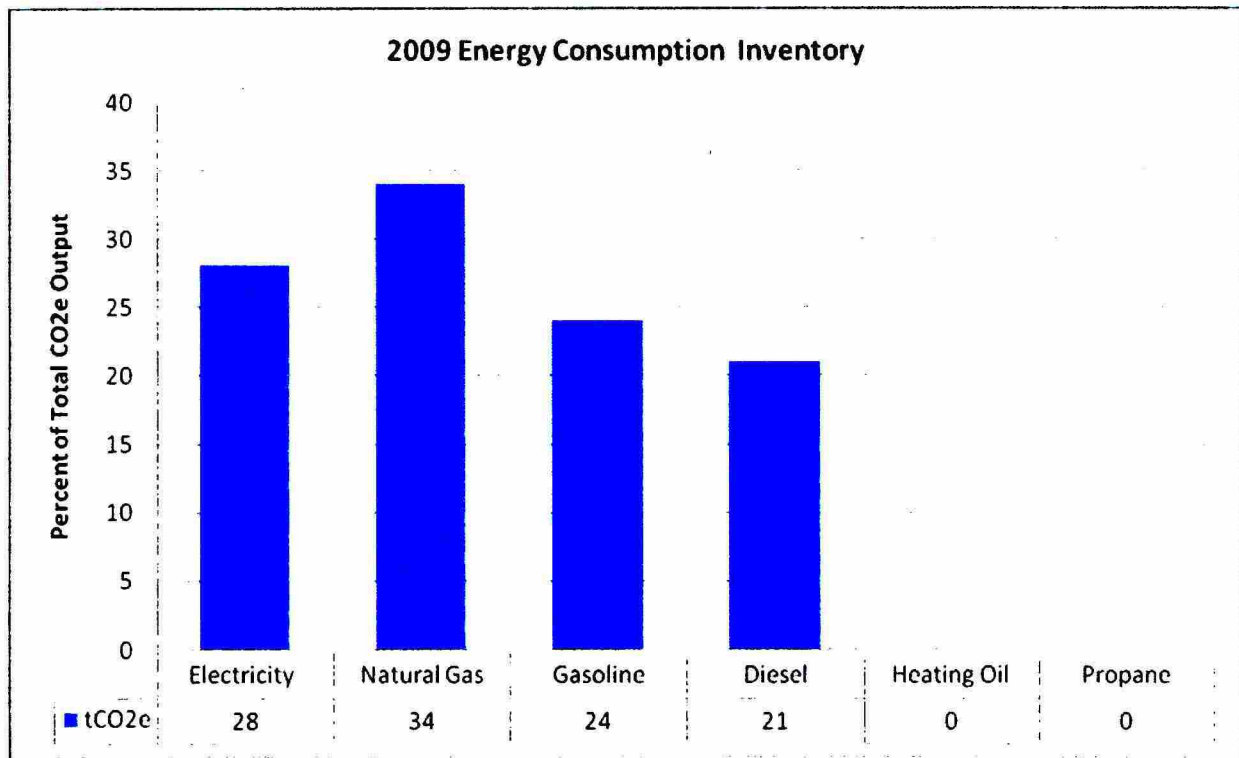
The review of the 2009 corporate GHG inventory indicates that the Village of Harrison Hot Springs produced 107 tonnes of carbon dioxide (CO₂) emissions through municipal operations that year. Furthermore, the review indicates that the Village spent \$98,604.40 on corporate energy. The inventory shows that most of the emission output came from the public vehicle fleet operation, 45.02 tCO₂e that is 42% of the total CO₂e in 2009. The sewer accounts for 15.52 tCO₂e or 14.5% of the total CO₂e in 2009. As a collective, municipal buildings account for a large portion of energy consumption and greenhouse gas emissions. In 2009, the Memorial Hall energy consumption produced 11.65 tCO₂e, fire station produced 9.94 tCO₂e, public works yard compound 9.42 tCO₂e, and village office 7.51 tCO₂e. Please refer to the graphs for more detailed information.

2009 Corporate Greenhouse Gas Inventory



2009 Corporate Greenhouse Gas Inventory Percent of Total CO₂e Output





The GHG inventory provides a comprehensive look at corporate energy consumption and emissions output by the Village of Harrison Hot Springs. Please note that the inventory and measurement techniques are not perfect, although all reasonable attempts have been made to acquire and analyse the most accurate and complete data. The next step is to identify where and how to reduce fossil fuel and energy use.

3. Corporate Greenhouse Gas Reduction Plan

The Village of Harrison Hot Springs has committed to develop strategies and take action to become carbon neutral in respect to municipal operations by 2012. To achieve this, the Village should consider taking the following main actions:

1. Communicate a clear direction to change “business as usual”;
2. Establish a team to champion carbon neutrality;
3. Provide and/or allocate additional human resources and funds to champion and implement energy and GHG reduction strategies;
4. Review existing and monitor future policies, procedures, and plans to make sure that they align with the goal of carbon neutrality.

3.1. Other Possible Future Actions

- GHG data collection is always challenging. In the future it would be helpful to try to account for GHG output produced by private contractors providing municipal services in the Village (e.g. paving, street line painting, etc.).
- It would be very desirable to reduce the emissions from the vehicle fleet sector. The first step to saving on vehicle fleet energy use would be to set up a system to track fuel use and costs more specifically.
- Municipal buildings may need an energy audit to outline potential energy and GHG savings.
- Village purchasing policy may require a review to account for GHG considerations.
- Budget requirements of carbon neutrality should be reviewed.
- Future annual review of this Plan is recommended to revisit GHG inventory, annual implementation plans, and to consider current funding opportunities, recommended best practices, and technological innovations.
- After reducing energy consumption the Village is still likely to produce some greenhouse gas emissions by 2012. In order to achieve carbon neutrality, the Village will then have to invest in verifiable emission reduction projects. This process is referred to as carbon offsetting. Carbon offsets cost \$15 to \$30 per tCO²e. However, the Village may want to think about and develop a carbon offsetting initiative(s), such as tree planting, within the municipality.
- The Village should consider developing an Integrated Community Sustainability Plan (ICSP) with full public participation and community involvement.

4. Conclusion

As a BC Climate Action Charter signatory the Village of Harrison Hot Springs has taken a leadership role and committed to become carbon neutral in respect to municipal operations by 2012. The Village needs to continue to closely monitor GHG output inventory and continue to work towards energy conservation and carbon neutrality. The Village should also start making provisions for carbon offsetting that will be required starting in 2012. Today’s plans and actions will assist in creating a more sustainable tomorrow for the Village of Harrison Hot Springs.

Appendix A
Departmental Breakdown of GHG Emissions and Offsetting Costs - 2009

Village of Harrison Hot Springs - Greenhouse Gas Inventory

Table 1 - General Data Collection	BC Hydro (kWh)	BC Hydro (\$)	Terasen (GJ)	Terasen (\$)	Gasoline (L) Final	Gasoline (\$) Final	Heating Oil (L) Final	Heating Oil (\$) Final	Diesel B5 (L) Final	Diesel B5 (\$) Final	Total GHG (tCO2e)	Total Costs (\$)
Main Facilities/Services												
Village Office			128	\$ 817.59							7.51	\$ 4,884.53
Public Works Yard			377	\$ 1,180.25							9.42	\$ 2,540.27
Public Fleet											45.02	\$ 17,079.25
Flood Pump											0.02	\$ 69.21
Street Lights											5.63	\$ 19,291.54
Fire Station			183	\$ 1,198.00							9.94	\$ 3,238.74
Water											2.40	\$ 8,241.34
Sewer											15.52	\$ 35,248.74
Recreation / Memorial Hall			130	\$ 1,185.51							11.65	\$ 8,010.78
Totals							0	0			107	\$ 98,604.40
Total GHG (tCO2e)							0				107	\$ 98,604.40
										Check>>>		
										Previous Year>>>	No Data	

GHG Emission Factors	tCO2e	per
Hydro Electricity	0.000022	kWh
Natural Gas	0.051	GJ
Gasoline	0.00241	Litre
Heating Oil	0.00284	Litre
Diesel	0.00276	Litre
Propane	0.00154	Litre



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: September 2, 2010

FROM: Andre Isakov,
Community and Economic Development Officer

FILE: 1855-02-03

SUBJECT: "Quick Start" Integrated Community Sustainability Plan (ICSP)

ISSUE:

The Whistler Centre for Sustainability and the Federation of Canadian Municipalities (FCM) have been working together to create an opportunity for small to medium sized communities in BC to initiate their community sustainability planning efforts. They have approached the Village offering the professional expertise and assistance (including funding assistance) to develop a Quick Start Integrated Community Sustainability Plan.

BACKGROUND:

In 2008 the Village of Harrison Hot Springs developed a Community Sustainable Development Strategy, and a Water and Wastewater Sustainability Strategy, reports that formed the foundation for the greenhouse gas (GHG) reduction policies, actions, and targets for the existing Official Community Plan (OCP). Furthermore, recently Village staff have been working on the Corporate Greenhouse Gas Inventory and Reduction Plan. As such, the timing is right for the Village to finally develop and Integrated Community Sustainability Plan (ICSP).

An ICSP is a high-level strategic document that is written by the community, informed by sustainability principles, and guides the community into the future. An ICSP process involves grass-roots public participation and capacity building for establishing a more socially, culturally, economically, and environmentally resilient community. It identifies strategies and short, medium, and long-term actions for implementation, tracks and monitors progress, and is reviewed on an annual basis. An ICSP is a big picture, holistic plan that provides guidance for the development or alignment of all municipal plans, policies and decisions (i.e., Official Community Plan, Transportation Plan, municipal development plan, energy plans, purchasing policies, capital planning, etc.).

A baseline sustainability strategy will outline a vision, sustainability principles, and key strategic priority areas. Furthermore, it will provide the Village with:

- A set of clear actions for immediate implementation, directed to specific organizations;
- A sustainability-based decision making evaluation tool;
- An effective and easy-to-use monitoring and reporting system;
- Website content for communicating sustainability initiatives;
- A solid basis for pursuing more comprehensive sustainability planning and implementation.

The Quick Start ICSP is meant as an effective and timely way of initiating a long-lasting sustainability planning process. The creation of the plan is the starting point and solid foundation for future steps along the community's sustainability journey. Of course, ongoing action identification and implementation, monitoring and reporting, and continued integration into corporate plans, policies, projects, and practices is essential for the success of sustainability planning efforts.

The Whistler Centre for Sustainability has informed the Village that an interested municipality needs to commit to the following:

- municipal contribution of \$25,000 (with the matching funding provided by the FCM, for the project total cost of \$50,000);
- municipal commitment of staff support for approximately 100 hours over 6 months.

The Whistler Centre for Sustainability will be responsible for managing and reporting to the FCM on grant funding on behalf of the municipality. The ICSP is expected to cost the Village of Harrison Hot Springs \$25,000 but this will be a 2011 budget item. It is hoped that gas funding may be used for this initiative. The project, if approved, is expected to commence in August of 2011.

There may also be an opportunity for the Village of Harrison Hot Springs to work with the District of Kent to produce a joint ICSP that would equally serve both municipalities, this will reduce the Village contribution towards this project by half.

RECOMMENDATION:

THAT Council support the below outlined resolution, and that Council send a letter asking the District of Kent to consider joining the Village of Harrison Hot Springs in a joint and mutual ICSP.

The Resolution for Discussion:

"Whereas there is broad support to establish the Village of Harrison Hot Springs as a sustainable community that addresses the social, cultural, economic, and environmental needs of the current generation while protecting the ability of future generations to meet these needs, and

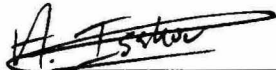
Whereas the principles of sustainability have been identified as a fundamental framework for community planning, and

Whereas the "Quick Start" Integrated Community Sustainability Plan (ICSP) process has been identified as an efficient and cost-effective process for creating this planning framework and process,

Be it therefore resolved that:

1. The Village of Harrison Hot Springs will develop a sustainable community plan using the Quick Start ICSP process with the assistance of the Whistler Centre for Sustainability that will include meaningful community engagement, a long-range vision for community sustainability, and strategies, indicators and actions for achieving this sustainability vision.
2. The Village of Harrison Hot Springs will provide \$25,000 towards the costs of this process,
3. The Village of Harrison Hot Springs authorizes the Whistler Centre for Sustainability to apply for matching funding from the Federation of Canadian Municipalities (FCM) Green Municipal Fund on its behalf.
4. The resulting ICSP will be used by the Village of Harrison Hot Springs as an overarching policy document that guides the development of all other future policies, plans, projects, and practices."

Respectfully submitted for your consideration;




Andre Isakov
Community and Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer

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Sustainability Plan\2010.09.03 ICSP_RTC.doc

GRANTS RECEIVED\02 - Federal Grant Funding\Integrated Community

TO: TED TISDALE – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

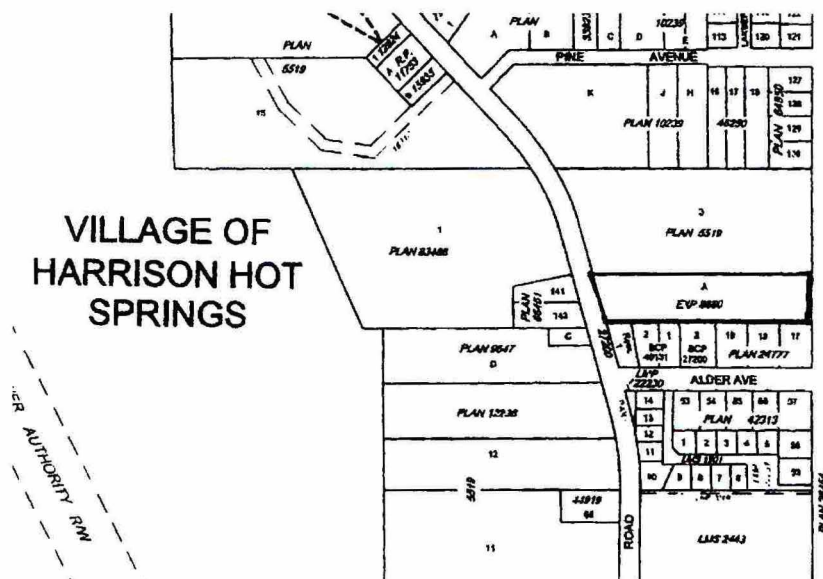
RE: REZONING APPLICATION – JUNEAU
673 Hot Springs Road
Parcel A, Lot 4, Sec 12, Twp. 4, Rg. 29, NWD, Plan 5519

DATE: SEPTEMBER 7, 2010

BACKGROUND

The Village has received an application from Mr. and Mrs. Juneau to rezone their 2.28 acre property on the east side Hot Springs Road, the location of which is identified below, to accommodate the development of a 26 unit townhouse project. The purpose of this report is to provide information about the proposal so Council can decide as to how it wants to proceed with the application.

Location of Subject Property



BRIEF DESCRIPTION OF DEVELOPMENT PROPOSAL

According to the plans submitted by the Juneaus dated January 2007, the proposal is to develop the property with 26 townhouse units, the equivalent of 11.4 units per acre. There would be two access points, one on Hot Springs Road and the other on McCombs Drive, connected by an internal private strata road. The units, two storey side by side duplexes, would be sited on either side of the road, 14 on the north side and 12 on the south. The typical unit size would be 1500 square feet with a 400 square foot garage. 10 visitor parking spaces would be provided in three dispersed locations on the site and 6 recreational vehicle spaces would be available at the front entry off of Hot Springs Road. A small pond feature would be developed at the McCombs entry.

COMPLIANCE WITH ZONING BYLAW AND THE OFFICIAL COMMUNITY PLAN

The subject property is zoned RSR (Residential Reserve 1), a zone that was recently created by Council to replace the C-5 (Tourist Commercial) zone within Neighbourhood Planning Area 1. In rezoning the C-5 zoned properties within Neighbourhood Planning Area 1 and in establishing the RSR zone, Council contemplated that rezoning applications would be submitted for residential development proposals that would be consistent with the Neighbourhood Plan – Pine Avenue that was also recently adopted by Council as a component of the Official Community Plan.

The Neighbourhood Plan contemplates that the subject property could be developed with a variety of housing types, specifically low density townhouses in the vicinity of Hot Springs Road (10 units per acre), small single family lots within the interior part of the site (4000 square foot lots), and conventional sized lots (7200 square foot lots) along McCombs Drive to match the existing lot sizes. This type of housing pattern would equate to an average density of 8 units / acre.

The proposal from the Juneaus is not consistent with the Neighbourhood Plan in a number of ways, briefly described as follows:

- instead of providing a variety of housing types with the densities decreasing from west to east, the proposal would involve covering the entire site with townhouses from Hot Springs Road to McCombs Drive;
- instead of developing the McCombs Drive frontage with single family lots similar to existing lots, the proposal would involve developing townhouses along McCombs;
- instead of creating a development that would be in the 8 unit per acre range, the proposal would result in a greater density at 11.4 units / acre;
- instead of demonstrating the manner in which the proposed development would tie into adjacent lands and the neighbourhood as a whole, the proposal would be totally self contained and would not provide for any road or trail connections in the neighbourhood; and
- instead of providing a buffer along the interface with the adjacent houses to the south, the proposed site plan would have the townhouse units sited 11 – 14 feet from the property line without a buffer being provided.

On this basis, the proposal from the Juneaus is not consistent with the Neighbourhood Plan and therefore Council would need to amend the Official Community Plan in conjunction with rezoning the property to accommodate the proposal.

COUNCIL OPTIONS

The following options are provided for Council's consideration:

- 1) Option 1: Inform the applicant that Council:
 - i) is not prepared to proceed with the rezoning application given that it is significantly at odds with the Neighbourhood Plan for the area;

- ii) encourages the applicant to revise the development proposal so that it is more in keeping with the intent of the Neighbourhood Plan;
- 2) Option 2: Refer the official community plan and rezoning application to the Advisory Planning Commission, the Ministry of Transportation, and the Fraser Valley Regional District for comment pursuant to the consultation requirements of Section 879 of the *Local Government Act*; or
- 3) Option 3: Request staff to provide more information to Council prior to proceeding further with the application.

CONCLUSIONS AND RECOMMENDATIONS

The recently adopted Neighbourhood Plan for this area in the Village was based upon honouring a number of important community and neighbourhood values, namely housing diversity, neighbourhood compatibility, neighbourhood cohesiveness, and traffic management. It could be argued that the neighbourhood's acceptance of the Plan was based on the Plan addressing these values and providing guidance as to how new development would be required to respect these values. The proposed development of the subject property is not consistent with many aspects of the Plan and therefore in its present form should not be advanced.

That being said, based upon discussions that staff have held both with the Juneaus and the property owners to the north (Sakaguchi), there **is** an adjustment to the Neighbourhood Plan that should be pursued that would benefit both the property owners and the Village, that being a modest increase in the maximum density for townhouse development. The Neighbourhood Plan currently establishes the maximum density at 10 units per acre. An increase to 14 units / acre should be contemplated for the following reasons:

- a) the density level would be similar to that permitted in the R-4 (Medium Density) zone;
- b) this type of density would still accommodate ground oriented townhouse units; and
- c) housing development with densities greater than 14 units / acre should be located closer to the town center and community amenities.

On this basis, the following recommendations are provided for Council's consideration:

- 1) THAT Mr. and Mrs. Juneau be informed that Council is not prepared to proceed with the rezoning application for a 26 unit townhouse development at 673 Hot Springs Road (Parcel A, Lot 4, Sec 12, Twp. 4, Rg. 29, NWD, Plan 5519) given that it is significantly at odds with the Official Community Plan / Neighbourhood Plan for the area and that Council encourages the applicant to

revise the development proposal so that it is more in keeping with the intent of the Neighbourhood Plan; and

- 2) THAT Council instruct staff to prepare a bylaw for Council's consideration that would increase the maximum townhouse density from 10 units / acre to 14 units / acre within Neighbourhood Planning Area 1.

Michael Rosen

Attachment: Submission from Juneaus

Reviewed by Chief Administrative Officer:

The applicant is proposing a "gated community" that is a concept already in use in Harrison.

The challenge is that the proposed new development exceeds the density targets in the OCP for that area.

Higher density should be encouraged if they are appropriately designed, as it will maximize the use of the land, encourage more efficient use of services and broaden the tax base of the community.

Alternatively to the options and recommendations provided by the Planning Consultant, it is recommended:

THAT Council refer this matter to the Advisory Planning Commission for further review if it is concerned about the densities of townhouse developments and/or the housing blends.



Ted Tisdale
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 8, 2010
FROM: T. Tisdale, Chief Administrative Officer **FILE:** 3060-20-58
SUBJECT: Development Permit – Harrison Hot Springs Resort & Spa

ISSUE:

To approve the issuance of Development Permit for the hot water tank replacement and water treatment facility and building for a potable water system.

BACKGROUND:

The Resort is proposing to replace its storage tank for the hot pool facilities and to construct a water treatment facility and building for the Resort potable water system. The area is in the Lakeshore Development Permit Area 1, Geotechnical Hazard Development Permit Area 4 and the Miami River Development Permit Area.

Attached is a geotechnical report from Fraser Valley Engineering that concludes the site is acceptable for the intended use. In addition, an Environmental Assessment has been completed that indicates no harmful alteration, disruption or destruction of fish habitat will occur.

As this is not a commercial or multi-family residential development under the OCP guidelines, there is no requirement to meet the objectives and guidelines for form and character.

RECOMMENDATION:

THAT Development Permit 02/2010 be issued to Harrison Hot Springs Resort & Spa Corp.

Respectfully submitted for your
consideration.

Ted Tisdale
Chief Administrative Officer

DIRECTOR OF FINANCE COMMENTS:

Dale Courtice
Director of Finance

VILLAGE OF HARRISON HOT SPRINGS

DEVELOPMENT PERMIT NO. DP 02/2010

1. This Development Permit No.02/2010 is issued to:

Harrison Hot Springs Resort & Spa Corp
40 Fountain Plaza
Buffalo, New York 14202 USA

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

Parcel Identifier: 018-269-761

Lot 1, Plan LMP 10582, District Lot 460, Section 13, Township 4,
Range 29, Meridian W6, Group 1, New Westminster Land District

(the "Lands")

Civic Address: 100 Esplanade Avenue, Harrison Hot Springs, BC V0M 1K0

2. This Development Permit ("DP") is issued pursuant to the *Local Government Act* and the applicable bylaws of the Village and is issued subject to compliance with all of the bylaws of the Village, except as specifically varied or supplemented by this Permit.
3. The following DP terms and conditions shall apply to the Lands:
- 3.1 All works be conducted in accordance with the recommendations of the Environmental Assessment of Scott Resource Services Inc.
4. The Permittee shall obtain from any purchaser of the Permittee's interest in the Lands, or portion thereof, an agreement to be bound by the terms of this Permit, and until such time as the purchaser agrees to be so bound, all obligations imposed on the Permittee under this Permit shall remain the sole obligations of the Permittee.
5. This Permit does not constitute subdivision approval or a Building Permit and does not entitle the Permittee to undertake any work without the necessary approvals or permits. Site work must be in compliance with the above noted geotechnical report.
6. This Permit does not constitute an approval under, or relieve the Permittee from complying with, all applicable provisions of the *Wildlife Act*, *Migratory Birds Convention Act, 1994* or any other federal, provincial or municipal statute, regulation or bylaw governing the Permittee's use and development of the Lands.

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

9. If works defined in this Permit are not substantially commenced within two years of the date of issuance of this Permit, this Permit expires.
10. AUTHORIZING RESOLUTION PASSED by Village of Harrison Hot Springs Council on the _____ day of _____, 2010.

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

HARRISON HOT SPRINGS RESORT &
SPA CORP

(Print name above)

THIS PERMIT IS ISSUED this _____ day of _____, 2010.

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

Mayor)
)
)
)

Corporate Officer)
)
)

Attachments:

Schedule A FRASER VALLEY ENGINEERING LTD. (GEOTECHNICAL REPORT)
Schedule B SCOTT RESOURCE SERVICES INC. (ENVIRONMENTAL
ASSESSMENT)

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HHResort_DP02.2010.doc

	Fraser Valley Engineering Ltd. 101 - 33465 Maclure Road Abbotsford, BC V2S 7W2	
Materials & Engineering Services	Quality Assurance Quality Control	Ph. 604 850 0364 Fax 604 557 0390

July 21th, 2010

File: FV1052

Wedler Engineering
201-9300 Nowell Street
Chilliwack, B.C. V2P 4V7
Attn: Mr. Glen Darychuck

RE: 100 Esplanade Avenue - Harrison Hot Springs Resort
Mineral Spring Tank Replacement, H10009

Dear Sir,

Fraser Valley Engineering Ltd. (FVEL) was retained to provide geotechnical review on this project for the replacement of the two existing concrete slabs of which one was supporting the existing hot springs mineral water storage tank. We understand the existing slabs have been in place for some 70 years. The slab supporting the existing mineral water tank was weathered with some concrete aggregate exposed due to the mineral water leakage from existing storage tank. The other slab was unused and weathered. Both tanks appeared to be integral and properly supported with no signs of cracks or breakage.

The leaking tank required replacement and it was decided by the owner to replace the existing slabs to facilitate construction and to accommodate the geometry of the new pre-manufactured tanks (as opposed to capping the existing slabs). Both slab areas were utilized for the smaller, pre-manufactured fibreglass storage tanks to replace the original larger single storage tank.

FVEL provided structural design and geotechnical recommendations for base and concrete slab prior to construction. The work in the area involved only removing and replacing the existing slabs and installing the pre-manufactured tanks on the re-constructed slabs.

FVEL also conducted a review of the slope surrounding the tank area. It appears to be no sign of recent rock fall. Mature grown trees are present on the slope directly above the site indicating no recent ground movement and stable ground conditions.

We trust that this letter provides you with the information required at this moment. If you have any questions, please do not hesitate to call.

Yours truly,



Fraser Valley Engineering Ltd.
101 - 33465 Maclure Road
Abbotsford, BC V2S 7W2

Materials & Engineering Services

Quality Assurance
Quality Control

Ph. 604 850 0364
Fax 604 557 0390

FRASER VALLEY ENGINEERING LTD.

Jansen Martanto
Principal

Reviewed by,



Jairo Prada, MSc, PEng.
Principal



SCOTT RESOURCE SERVICES INC.

Environmental Consultants

202 – 9300 Nowell Street, Chilliwack, B.C. V2P 4V7

Tel: (604) 701-6311 Fax: (604) 701-6322

E-mail: mstol@scottres.ca

INSPECTION MEMO

Date: July 22, 2010

Our File: 181.57

TO: Glen Darychuk, Wedler Engineering LLP

SUBJECT: Storage Tank Inspection at Harrison Hot Springs Resort, BC

A site inspection of the subject property was undertaken by Howard Ratzlaff of Scott Resource Services Inc. (SRS) on July 21, 2010, to assess the development works for proximity to an unnamed watercourse. The watercourse was identified as a tributary to Harrison Lake.

1.0 Observations

1.1. Watercourse

The watercourse was located south of the recently replaced hot spring water storage tanks, within a steep, boulder-filled gulley (Photograph 1; Attachment 1). At the time of the inspection, flow within the watercourse was non-contiguous (i.e., surface flow was not evident within a continuous bed). The substrate consisted of massive boulders, some at least 5 m in diameter. Where flow was observed at the surface, the channel width was less than 1 m from high water mark (HWM) to HWM. The gradient of the stream was approximately 50 %.

Prior to its confluence with Harrison Lake, the stream flowed subsurface through the course substrate. The length of the subsurface flow was approximately 10 m. Evidence of scour was observed at the surface in this location, indicating that during higher flow periods, the stream would flow at surface (Photograph 2; Attachment 1).

1.2. Existing Storage Tanks

Two new storage tanks were installed on concrete bases above the top of bank on the north side of the watercourse (Photograph 3; Attachment 1). The distance between the closer of the two concrete bases and the HWM of the watercourse was measured using surveyor's tape measure. The closest point of the concrete base was 9.7 m from the HWM. The concrete bases were in excess of 30 m from the HWM of Harrison Lake.

The understory adjacent to the works area had been disturbed by a combination of the former works, recent development, and by significant foot traffic. The perimeter of the raised concrete bases was surrounded by 75 mm minus rock (Photograph 4; Attachment 1). There was also evidence of heavy use by hikers and boulder climbers (Photograph 5; Attachment 1).

2.0 Conclusions

Under the Riparian Areas Regulation, Detailed Assessment Methodology, the streamside protection and enhancement area (SPEA) width on the north side of the watercourse would be at least 10 m. Based on our site measurements, a 0.3 m wide portion of the closest concrete base lies within the 10 m wide SPEA.

The Site Plan provided by Wedler Engineering LLP (Attachment 2) illustrates that previous development was significantly closer to the HWM of the watercourse than the present development. Formerly, 7.5 m² of the closest concrete base lay within the 10 m SPEA. The closest new concrete base occupies an area of 1.4 m² within the 10 m SPEA.

The new water tank bases were constructed within the same approximate footprint as the former water tank bases (51.0 m² original development area versus 54.8 m² new area). No trees or vegetation needed to be removed to accommodate this development. Also, during the course of construction, no deleterious substances were released into the watercourse. Consequently, it is the opinion of SRS that the development did not result in the harmful alteration, disruption, or destruction of fish habitat (HADD). Furthermore, it is our opinion that the features, functions, and conditions of the riparian habitat were not significantly impacted.

3.0 Recommendations

SRS recommends that further encroachment into the SPEA be prevented and that temporary disturbances within the SPEA be rehabilitated as follows:

- Place a 1.8 m high chain link fence at the edge of the concrete bases.
- Place soil over the shot rock that surrounds the concrete bases.
- Replant the disturbed areas within the SPEA with indigenous shrubs. Plants should be a minimum of 2 gal. pot size. SRS recommends that 10 plants be planted.
- Install silt fencing between the development and the top of bank to prevent runoff from reaching the watercourse. The silt fencing is to remain in place until the rehabilitated soils have become stabilized.

4.0 Closure

I trust that this information meets your purposes at this time. If you have any further questions, please contact the undersigned.

Sincerely,

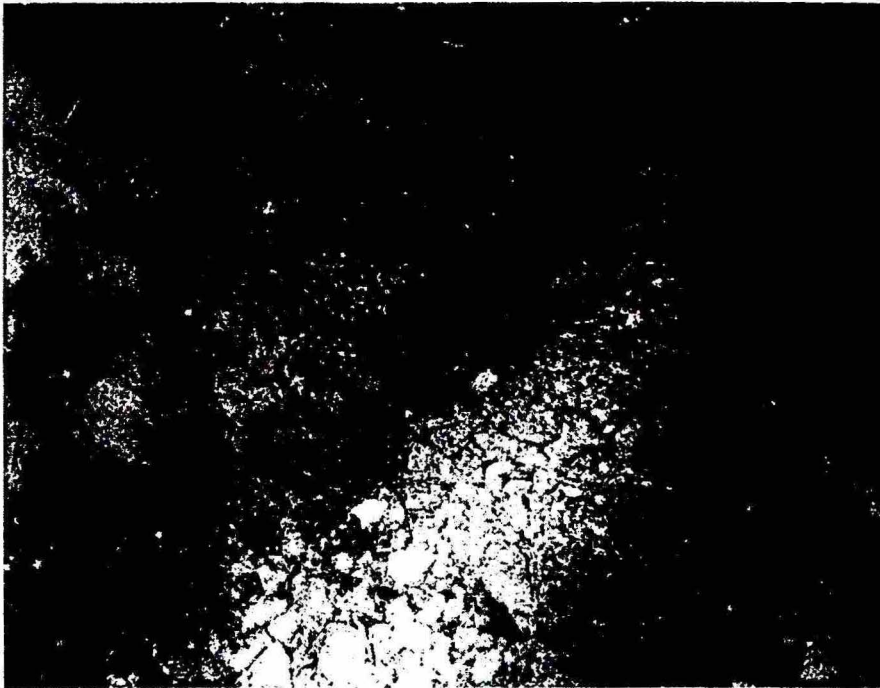
SCOTT RESOURCE SERVICES INC.



Howard Ratzlaff, A.Ag., B.A. Phys. Geog., Dipl. Tech.
Senior Project Manager



Photograph 1. Upstream view of watercourse adjacent to development (July 21, 2010).



Photograph 2. Upstream view of watercourse between development and Harrison Lake (July 21, 2010).



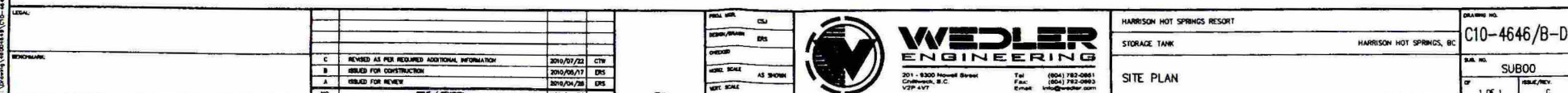
Photograph 3. View of the development area from the upstream portion of the watercourse (July 21, 2010)



Photograph 4. View of shot rock surrounding the raised concrete base of the closest storage tank (July 21, 2010).



Photograph 5. View of the disturbed understory within the Riparian Assessment Area of the watercourse. This occurs to the north and west of the development area (July 21, 2010).





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: September 8, 2010

FROM: Director of Finance

FILE: 1680

SUBJECT: 2009 Audited Schedule of Eligible Expenditures, Port Operations

ISSUE: Annual audited schedule requirement

BACKGROUND: Each year the Village is required to have the expenditures of the Port Operations audited and the Audited Schedule is forwarded to Transport Canada.

RECOMMENDATION: THAT the Audited Schedule of Eligible Expenditures, Port Operations for the Twelve Month Period Ended December 31, 2009 of the Village of Harrison Hot Springs be adopted.

Respectfully submitted for your
consideration;

DIRECTOR OF FINANCE



Dale Courtice

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.



Ted Tisdale



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 944

A bylaw to repeal Bylaws No. 887 and 905

WHEREAS the Mayor and Council adopted Loan Authorization Bylaw No. 887 and Temporary Borrowing Bylaw No. 905.

AND WHEREAS Loan Authorization Bylaw No. 887 and Temporary Borrowing Bylaw No. 905 must be repealed;

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 "Bylaw No. 944, 2010".

2. The following bylaws are hereby repealed:

- (a) Village of Harrison Hot Springs Loan Authorization Bylaw No. 887, 2008; and
- (b) Village of Harrison Hot Springs Temporary Borrowing Bylaw No. 905, 2009.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS 16th DAY OF AUGUST, 2010

READ A SECOND TIME THIS 16th DAY OF AUGUST, 2010

READ A THIRD TIME THIS 16th DAY OF AUGUST, 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 9, 2010
FROM: Debra Key, Corporate Officer **FILE:** 3900
SUBJECT: Bylaw No. 947 Driveway Access

ISSUE:

To rescind third reading of Bylaw No. 947 Driveway Access

BACKGROUND:

Council approved three readings for Bylaw No. 947 Driveway Access Council on August 16, 2010.

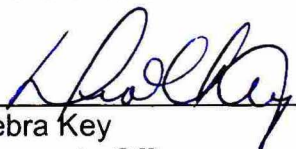
The Fee Schedule Bylaw is under review and it is staff's desire to update other bylaws to incorporate the applicable fee into the bylaw, rather than in a Fee Schedule Bylaw. In order to be consistent, staff has amended section b. to reflect a fee of \$100.00.

RECOMMENDATION:

THAT Council rescind third reading of Bylaw No. 947 Driveway Access; and

THAT Council approve the amendment to the bylaw and give third reading as amended.

Respectfully submitted for your
consideration;



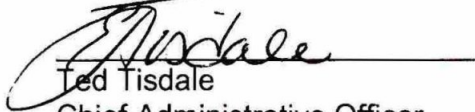
Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

There are no financial implications

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 947

A bylaw to regulate the location of driveway access to a highway from adjacent lands

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to regulate highways and drainage, including access to and from highways;

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 Driveway Access Bylaw No. 947, 2010".

2. DEFINITIONS

"Driveway Access" means any road, lane, driveway, curb crossing, sidewalk crossing, or bridge improved or modified for vehicular traffic located on a highway or any portion thereof and which connects the highway to the private property abutting the highway, and includes any structural, drainage or other facilities necessary to accommodate the driveway access;

"Highway" as defined in the *"Transportation Act"*, [SBC 2004] Chapter 44

- a. No person shall construct or cause to be constructed, any driveway access unless they have obtained and hold a valid and subsisting Driveway Access Permit issued by the Village.
- b. The owner of the property shall make application for a Driveway Access Permit by completing the prescribed application form and paying the applicable fee pursuant to the Miscellaneous Fee Bylaw;
- c. The owner will be required to attach to the application, a sketch plan showing the proposed location of the driveway access to the highway including approximate location of services on the highway.

- d. Upon approval of the permit by the CAO, a Driveway Access Permit, once issued, shall remain valid until revoked.
- e. A Driveway Access Permit may be revoked at any time by the Chief Administrative Officer if:
 - a) there is a contravention of any provision of this or of any other applicable Bylaw, or of any condition set out in the Permit; or
 - b) in the opinion of the Chief Administrative Officer, public safety is at risk; or
 - c) the driveway access construction is not duly and properly completed to the Chief Administrative Officer's satisfaction within six months after the date of issuance of the Permit; or
 - d) the Permit was issued on the basis of incorrect information supplied by the owner or agent.
- f. The surface, paved or otherwise, of the driveway access, excluding public sidewalk, curb, or gutter, shall be maintained and kept in good repair by and at the expense of the owner.
- g. Any driveway access permits required to join the property to Hot Springs Road will be referred to the Ministry of Transportation for approval.
- h. Any damage caused to public property by the owner will be the responsibility of the owner of the property, to repair to Village standards, or reimburse the Village for its costs to repair.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS 16TH DAY OF AUGUST, 2010

READ A SECOND TIME THIS 16th DAY OF AUGUST, 2010

READ A THIRD TIME THIS 16TH DAY OF AUGUST , 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 947

A bylaw to regulate the location of driveway access to a highway from adjacent lands

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to regulate highways and drainage, including access to and from highways;

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 Driveway Access Bylaw No. 947, 2010".

2. DEFINITIONS

"Driveway Access" means any road, lane, driveway, curb crossing, sidewalk crossing, or bridge improved or modified for vehicular traffic located on a highway or any portion thereof and which connects the highway to the private property abutting the highway, and includes any structural, drainage or other facilities necessary to accommodate the driveway access;

"Highway" as defined in the "*Transportation Act*", [SBC 2004] Chapter 44

- a. No person shall construct or cause to be constructed, any driveway access unless they have obtained and hold a valid and subsisting Driveway Access Permit issued by the Village.
- b. The owner of the property shall make application for a Driveway Access Permit by completing the prescribed application form and paying a \$100.00 fee.
- c. The owner will be required to attach to the application, a sketch plan showing the proposed location of the driveway access to the highway including approximate location of services on the highway.
- d. Upon approval of the permit by the CAO, a Driveway Access Permit, once issued, shall remain valid until revoked.

- e. A Driveway Access Permit may be revoked at any time by the Chief Administrative Officer if:
- i) there is a contravention of any provision of this or of any other applicable Bylaw, or of any condition set out in the Permit; or
 - ii) in the opinion of the Chief Administrative Officer, public safety is at risk; or
 - iii) the driveway access construction is not duly and properly completed to the Chief Administrative Officer's satisfaction within six months after the date of issuance of the Permit; or
 - iv) the Permit was issued on the basis of incorrect information supplied by the owner or agent.
- f. The surface, paved or otherwise, of the driveway access, excluding public sidewalk, curb, or gutter, shall be maintained and kept in good repair by and at the expense of the owner.
- g. Any driveway access permits required to join the property to Hot Springs Road will be referred to the Ministry of Transportation for approval.
- h. Any damage caused to public property by the owner will be the responsibility of the owner of the property, to repair to Village standards, or reimburse the Village for its costs to repair.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS 16TH DAY OF AUGUST, 2010

READ A SECOND TIME THIS 16th DAY OF AUGUST, 2010

READ A THIRD TIME THIS 16TH DAY OF AUGUST, 2010

RESCINDED THIRD READING THIS 13th DAY OF SEPTEMBER, 2010

AMENDED AND RE-READ A THIRD TIME THIS 13th DAY OF SEPTEMBER, 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 948

A bylaw to regulate the non-essential use of pesticides

WHEREAS residents of the Village of Harrison Hot Springs are concerned about the non-essential use of pesticides and the risks that they may pose to the health and well-being of the environment and residents;

AND WHEREAS the application of pesticides contributes to the cumulative chemical load absorbed by the natural environment;

AND WHEREAS pesticides cannot be necessarily confined to a single location, but move through the environment in the air, land and water and may have an impact on non-target organisms and plants;

AND WHEREAS alternatives to the application of pesticides exist;

AND WHEREAS the Precautionary Principle of international law supports local governments anticipating and preventing threats of harm to the environment, even if some cause-and-effect relationships are not fully established scientifically;

AND WHEREAS, pursuant to the *Community Charter* and the *Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation*, the Council of the Village of Harrison Hot Springs may pass bylaws regulating the application of pesticides;

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 the "Village of Harrison Hot Springs Pesticide Use Bylaw No. 948 ", 2010.

2. DEFINITION

a) In this Bylaw,

"Bylaw Enforcement Officer" means for the Village of Harrison Hot Springs or any other person designated by Council;

"Council" means the Council of the Village of Harrison Hot Springs;

"Permitted Pesticide" means a Pesticide as listed in the attached Schedule A;

"Pest" means an injurious, noxious or troublesome living organism, but does not include a virus, bacteria, fungus or internal parasite that exists on or in humans or animals;

“Pesticide” means a micro-organism or material that is represented, sold, used or intended to be used to prevent, destroy, repel or mitigate a Pest, and includes:

- (i) a plant growth regulator, plant defoliator or plant desiccant;
- (ii) a control product as defined in the *Pest Control Products Act* (Canada); and
- (iii) a substance that is classified as a Pesticide by the *Integrated Pest Management Act* (British Columbia).

“Private Land” means a parcel or a part of a parcel if the parcel or part is used for residential purposes in the Village of Harrison Hot Springs but does not include residential areas of farms;

“Public Land” means land vested in the Village of Harrison Hot Springs; and

“Village” means the Village of Harrison Hot Springs.

3. REGULATION

No person shall use or apply a Pesticide or grant the permission or authority, express or implied, to use or apply a pesticide for the purpose of maintaining outdoor trees, shrub, flowers, other ornamental plants and turf on, in, under or upon any Private Land or Public Land.

4. EXCEPTION

- a) Section 3 does not apply to the use or application of a Pesticide:
 - i) that is a Permitted Pesticide
 - ii) To manage pests that transmit human diseases,
 - iii) To manage pests that impact agriculture or forestry,
 - iv) To buildings or inside buildings, or
 - v) On land used for agriculture, forestry, transportation, public utilities or pipelines.

5. OFFENCES

- 1) Any person who contravenes any provision of this Bylaw shall be guilty of an offence and shall, upon summary conviction thereof, be liable to a minimum penalty of \$500.00 and a maximum fine of \$10,000.
- 2) Each day that an offence continues shall constitute a separate offence against this Bylaw.

6. ENFORCEMENT

- 1) This Bylaw is designated under the provisions of Section 264 of the *Community Charter* as a Bylaw that may be enforced by means of a Bylaw Enforcement Notice and in accordance with this Bylaw.

2) Bylaw Enforcement Officers are designated to enforce this Bylaw pursuant to Section 264(1)(b) of the *Community Charter*.

7. Appendix "A", Permitted Pesticides attached hereunto forms part of this Bylaw.

8. **READINGS AND ADOPTION**

READ A FIRST TIME THIS 16TH DAY OF AUGUST, 2010

READ A SECOND TIME THIS 16TH DAY OF AUGUST, 2010

READ A THIRD TIME THIS 16TH DAY OF AUGUST, 2010

ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer

APPENDIX "A"**Permitted Pesticides**

The following substances are permitted pesticides:

1. Insecticidal soaps
2. Herbicidal soaps
3. BT (*Bacillus thuringiensis*)
4. Nematodes
5. Other biological control organisms
6. Animal repellents
7. Rodenticides
8. Injected treatments
9. Sticky media
10. Borax
11. Dormant Oils
12. Horticultural Oils
13. Bordeaux mixture and other sulphur compounds
14. Lime Sulphur
15. Ferric phosphate
16. Pruning paint
17. Pheromone traps
18. Pyrethrum (or pyrethrin)
19. Diatomaceous earth



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 8, 2010
FROM: Debra Key, Corporate Officer **FILE:** 3900
SUBJECT: Council Procedure Amendment Bylaw No. 950

ISSUE:

To amend Council Procedure Bylaw No. 914, 2009.

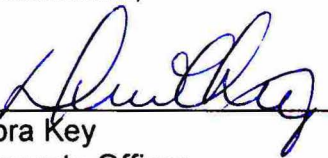
BACKGROUND:

The Council Procedure Amendment Bylaw No. 950 was drafted and presented to the Bylaw and Policy Review Committee for review on August 4, 2010 and was before Council on July 12, 2010 and August 16, 2010. Minor amendments were made to the bylaw and the required notice was posted in two editions of the newspaper pursuant to s. 124(3) of the *Community Charter*.

RECOMMENDATION:

THAT Council Procedure Amendment Bylaw No. 950 be received for first, second and third readings.

Respectfully submitted for your consideration;


Debra Key
Corporate Officer

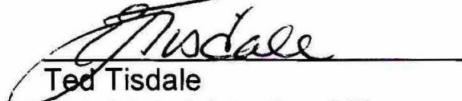
DIRECTOR OF FINANCE COMMENTS:

I concur with the recommendation.

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.


Ted Tisdale
Chief Administrative Officer

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Procedure Bylaw Amendment.RTC.doc



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 950

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. 950, 2010."

2. AMENDMENT

In Council Procedure Bylaw No. 914, 2009 under the heading of 2. Definitions, amend to read:

- a. Definitions, "Acting Mayor" amend to read, "means a member of Council appointed by council to preside at any meeting of council in the absence of the mayor or member appointed as deputy mayor"
- b. Definitions, "Deputy Mayor" amend to read, "means a member of Council who is nominated by Mayor and appointed by 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 pursuant to s. 130 of the *Community Charter*"
- 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. In 4. Agenda, (f) add the following paragraphs:
- a. "Those items that are considered routine in nature and do not require debate such as, but not necessarily restricted to, adoption of bylaws and correspondence, will be included in the consent agenda".
 - b. Any item that Council wishes to remove from the consent agenda, must approve the removal of the item by resolution.
 - c. After the second paragraph, amend and renumber the Order of Business as follows:
 - 1. Call to Order
 - 2. Introduction of Late Items
 - 3. Approval of Agenda
 - 4. Adoption of Council Minutes
 - 5. Business Arising from Minutes
 - 6. Consent Agenda
 - a. Bylaws
 - b. Agreements
 - c. Committee and Commission Minutes
 - d. Correspondence
 - 7. Delegations
 - 8. Correspondence
 - 9. Business arising from Correspondence
 - 10. Reports of Committees, COW and Commissions
 - 11. Reports from Mayor
 - 12. Reports from Councillors
 - 13. Reports from Staff
 - 14. Bylaws
 - 15. Adjournment
 - 16. Question Period (pertaining to agenda only)
- e. 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;
 - (b) Minutes may be recorded with a recording device at the convenience of the recording secretary and will be erased at the recording secretary's discretion;
 - (c) The minutes of Council, Committee and Commission meetings, once adopted, are the official record of those meetings;
 - (d) Audio recordings are not official records of meetings and are not available to the public.

- f. 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;
- (vii) The Public Hearing may be recorded with a recording device at the convenience of the recording secretary and will be erased at the recording secretary's discretion;
- (viii) The written report of a Public Hearing, once adopted, is the official record of that hearing;

(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.

- g. After section 15, insert a new section, "Incoming Correspondence"

(a) Incoming Correspondence

All correspondence addressed to the Mayor and Council, to any one of them individually, or to Village personnel, whether or not marked as personal or confidential, will be received and processed by the Corporate Officer, and may be subject to disclosure in accordance with the Freedom of Information and Protection of Privacy Act.

The entire Bylaw is to be renumbered to incorporate new sections.

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 September 2, 2010 and September 16, 2010 editions of the Agassiz-Harrison Observer newspaper.

4. READINGS AND ADOPTION

READ A FIRST TIME THIS 13th DAY OF SEPTEMBER, 2010

READ A SECOND TIME THIS 13th DAY OF SEPTEMBER, 2010

READ A THIRD TIME THIS 13th DAY OF SEPTEMBER, 2010

RECONSIDERED AND ADOPTED THIS DAY OF , 2010

Mayor

Corporate Officer



P.O. Box 819
228 Wallace St.
Hope, B.C. VOX 1L0



Office (604)869-5634
Fax (604)869-2381

September 10, 2010

Village Of Harrison Hot Springs
The Director of Finance
P. O. Box 160
Harrison Hot Springs, B. C.
V0M 1K0

Attention: Mr. Dale Courtice, Director of Finance "dcourtice@harrisonhotsprings.ca"

Dear Dale:

I am forwarding for your attention the Village of Harrison Hot Springs 2009 Port Operations Financial Statement for the year ended December 31, 2009, as well as our invoice for audit services rendered in respect to the Divestiture funding under the Transport Canada Contribution Agreement - Harrison Lake Port Facilities.

Please review the package, sign all copies then return one copy to *McConnell, Voelkl* Chartered Accountants, forward one copy to Transport Canada, and distribute copies to all interested parties.

Copy of all attachments forwarded to Debra Key "dkey@harrisonhotsprings.ca"

Yours truly

McConnell, Voelkl
Chartered Accountants

A handwritten signature in dark ink, appearing to read "F. Voelkl", written over a light blue horizontal line.

Frank Voelkl, B.Comm. C.A.

VILLAGE OF HARRISON HOT SPRINGS
AUDITED SCHEDULE OF ELIGIBLE EXPENDITURES, PORT OPERATIONS
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31,2009

AUDITOR'S REPORT

To the Council of

VILLAGE OF HARRISON HOT SPRINGS

We have audited the **Schedule of Eligible Expenditures and Contributions, Port Operations** for the **VILLAGE OF HARRISON HOT SPRINGS** for the period **JANUARY 1, 2009 to DECEMBER 31, 2009**. The schedule is the responsibility of the Village's management. Our responsibility is to express an opinion on the Schedule of Eligible Expenditures and Contributions, Port Operations, based on our audit and its result and on the compliance with the Contribution Agreement signed with Her Majesty The Queen in Right of Canada represented by the Minister of Transport (Transport Canada).

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the VILLAGE OF HARRISON HOT SPRINGS has adhered to the Contribution Agreement dated October 19, 2000. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the Schedule of Eligible Expenditures and Contributions, Port Operations. An audit also includes assessing the accounting principles used, as well as evaluating the overall schedule presentation.

Except as noted in Schedule 2, Notes to the Schedule of Eligible Expenditures and Contributions, In our opinion, a) the Schedule of Eligible Expenditures and Contributions, Port Operations presents fairly, in all material respects, the eligible expenditures made by the VILLAGE OF HARRISON HOT SPRINGS for the period JANUARY 1, 2009 to DECEMBER 31, 2009 in accordance with Schedule "A"- Eligible Expenditures to the Contribution Agreement, and b) the VILLAGE OF HARRISON HOT SPRINGS has complied, subject to the observations detailed in Schedule 2, in all material respects with the Contribution Agreement.

McConnell, Voelkl
CHARTERED ACCOUNTANTS

March 31, 2010
Hope, B.C.
Canada

Village of Harrison Hot Springs**Port Divestiture Program****Schedule of Eligible Expenditures and Contributions, Port Operations****For the Period January 1, 2009 to December 31, 2009****(With comparative figures for the period January 1, 2008 to December 31, 2008)****ELIGIBLE EXPENDITURES**

	<u>2009</u>	<u>2008</u>
Administration	\$ 750	\$ 750
Audit services	1,650	1,650
Minor maintenance and repairs	128	6,735
Contribution adjustment due from District of Kent (Schedule 4)	3,908	0
Total Eligible Expenditures	<u>\$ 6,436</u>	<u>\$ 9,135</u>
Transport Canada Capital Contribution	<u>\$ 0</u>	<u>\$ 0</u>
Balance forward from Prior Period	<u>\$ 211,633</u>	<u>\$ 220,768</u>
Total Unexpended Contribution	<u><u>\$ 205,197</u></u>	<u><u>\$ 211,633</u></u>

MILESTONES

Contribution Agreement, Start Date	October 19, 2000
Contribution Agreement, Amendment Date	October 19, 2005
Contribution Agreement, Amendment Date	January 11, 2010
Contribution Agreement, Extended Date	October 19, 2011
Operating Agreement, Start Date	October 19, 2000
Operating Agreement, End Date	October 19, 2008

Approved on behalf of the Village of Harrison Hot Springs:

Director of Finance

Village of Harrison Hot Springs

Port Divestiture Program

Notes to the Schedule of Eligible Expenditures and Contributions

Port Operations

For the Period January 1, 2009 to December 31, 2009

Note 1: ACCOUNTING POLICIES AND SIGNIFICANT INFORMATION

The Village operates the Harrison Port on Harrison Lake, Harrison Hot Springs, B. C., Canada. The Schedule of Eligible Expenditures and Contributions, Port Operations (Schedule 1) has been prepared in accordance with Canadian generally accepted accounting principles (CGAAP). Management has prepared this Schedule in accordance with the Contribution Agreement as Amended on October 19, 2005.

Note 2: COMPLIANCE UNDER THE CONTRIBUTION AGREEMENT

a) Compliance with section 6.01

The Village is now in compliance with the requirement of section 6.01 of the Contribution Agreement in that all contributed funds received from Transport Canada will be maintained in a separate bank account. \$117,480 of the "Divestiture Fund Equity - Harrison Hot Springs" (Schedule 4) of \$267,459 was transferred on December 21, 2009 from a joint account to an account in the name of the Village of Harrison Hot Springs. The Village of Harrison Hot Springs maintains separate ledger accounts for all receipts and expenditures due to or incurred by the Village of Harrison Hot Springs.

b) Non-compliance with Section 7.01

The Village did not comply with the requirement of section 7.01 of the Contribution Agreement (that the Port Operator shall, on or before ninety days after the end of the Year, deliver to Transport Canada a certified report that the Contributions paid to the Port Operator has been applied solely towards Eligible Expenditures in that year) for the years ended 2003 to 2005. These certified reports were submitted late. A report prepared for the period October 19, 2000 to December 31, 2002 for the Village and audited by Consulting and Audit Canada was submitted and accepted by the Audit and Review Committee of Transport Canada on December 18, 2003.

c) Compliance with Section 4.01

The Village complied with the requirement of section 4.01 of the Contribution Agreement that all the expenditures listed in Schedule 1 of this report directly related to the Operation of the Port and were limited to those items listed in Appendix "A" - Operating Agreement, expired.

d) Compliance with Section 5.01

The Village complied with the requirement of section 5.01 of the Contribution Agreement that the Village promptly provide notice to Transport Canada of any federal, provincial, territorial or municipal government assistance received or to be received in addition to or from sources other than those specified in the Contribution Agreement, and Transport Canada shall have the right to reduce the Contribution to take into account the amount of any such assistance..

No additional government assistance was received or receivable for the period audited.

e) Compliance with Section 6.02

The Village complied with the requirement of section 6.02 of the Contribution Agreement that the accounting records for the Port Operations be kept in accordance with Canadian generally accepted accounting principles and shall keep such records separate from any other accounts and records. Although part of the contributed funds were not maintained in a separate bank account, the recipient was able to accurately account for its receipts and expenditures separate from any other accounts and records.

f) Compliance with Section 6.03

The Village complied with the requirement of section 6.03 of the Contribution Agreement that the books and accounts and other records of the Port Operator with respect to the Port Operations shall be open for audit and inspection by Transport Canada.

Note 2: **COMPLIANCE UNDER THE CONTRIBUTION AGREEMENT (continued)**

g) **Compliance with Section 8.01**

The Village complied with the requirement of section 8.01 of the Contribution Agreement that at no time during the Operating Period, did the Port Operator cease to Operate the Port.

h) **Compliance with Section 8.02 and 8.03**

The Village complied with the requirement of section 8.02 and 8.03 of the Contribution Agreement as it was not in default under Article 9 of the Contribution Agreement. When the Operator is in default of this Agreement, or where this Agreement is terminated prior to the end of the term specified in Article 2, the Port Operator shall remit to Transport Canada any unexpended contribution within six months after the termination of this Agreement.

i) **Compliance with Section 9.01**

From all correspondence with and from Transport Canada and supplied to us, as auditors of the Village of Harrison Hot Springs and under the provision of the Contribution Agreement, the Village complied with all the requirement of section 9.01 of the Contribution Agreement as the Village was not in default of any provision of the Agreement for a period of thirty days after notice by Transport Canada specifying the nature of the default and requiring the default to be remedied, nor has Transport Canada terminated this Agreement by giving thirty days notice to the Port Operator.

j) **Compliance with Section 14.16**

The Contribution Agreement was extended to October 19, 2011 and the definition of "Port Facilities" and "Port Lands" was amended by a written agreement signed by both parties on January 11, 2010. Should the Village of Harrison Hot Springs and the District of Kent enter into any agreement to contribute any contributed funds to the other party, or to transfer or assign its rights and obligation under this Agreement, prior written agreement must be received from Transport Canada.

k) **Compliance with Section 14.17**

The failure by any party to insist in any instance upon the strict performance by the other party of obligations under this Agreement does not constitute a waiver or relinquishment of any such obligations as to any other instance, and the same continues in full force and effect, and no covenant or condition of this Agreement may be waived by any party except by the written consent of that party, and forbearance or indulgence by that party in any regard whatsoever and no matter how long does not constitute a waiver of the covenant or condition, and until performed or waived in writing that party is entitled to invoke any remedy available to that party under this Agreement or by law, despite the forbearance or indulgence.

Notice Required - Should the Village of Harrison Hot Springs and the District of Kent enter into any agreement to contribute any contributed funds to the other party, or to transfer or assign its rights and obligation under this Agreement, prior written agreement must be received from Transport Canada.

l) **Compliance with Section 14.19**

The Village complied with the requirement of section 14.19 of the Contribution Agreement as it has not transferred or assigned its rights or obligations under this Agreement to any Person. Should the Village of Harrison Hot Springs and the District of Kent enter into any agreement in respect to the operation of Harrison Port or Harrison Lake Breakwater and assign, waive or alter the rights and obligations under the Contribution Agreements, the amended or additional agreement(s) must be in writing with Transport Canada and contain all the provisions stated in Article 14.19.01 to 14.19.07.

m) **Compliance with Section 14.20**

The rights and obligations of the parties contained in Articles 6, 7, 8, 11, and 12 shall survive the expiration or early termination of this Agreement.

To retain any contributed funds under the Contribution Agreement, to continue to operate Harrison Port, and to retain all of the rights under the Contribution Agreement, the Village of Harrison Hot Springs must renew the term of the Contribution Agreement by **October 19, 2011**.

Village of Harrison Hot SpringsPort Divestiture ProgramSchedule of Wharf Activity, Receipts less ExpendituresFor the Period October 19, 2000 to December 31, 2009(including Interest received from a Joint Account maintained with the District of Kent)

<u>RECEIPTS Less EXPENDITURES</u>	<u>Joint Interest</u>	<u>Yearly Transactions</u>	<u>Balance by Year</u>
<u>For the Period October 19, 2000 to December 31, 2001:</u>			
Interest to March 30, 2001	\$ 0	\$ 5,740	
Joint interest April 1, 2001 to December 31, 2001	13,831	6,915	
Wharf moorage fees	0	1,554	
Port divestiture negotiation costs	0	\$ (7,990)	
Total and Balance for the Period	\$ 13,831		\$ 6,218
<u>For the Period January 1 to December 31, 2002:</u>			
Joint interest to December 31, 2002	\$ 7,068	\$ 3,534	
Interest - segregated account	0	2,363	
Wharf moorage fees		528	
Total and Balance for the Period	\$ 7,068		\$ 6,425
<u>For the Period January 1 to December 31, 2003:</u>			
Joint interest to December 31, 2003	\$ 5,598	\$ 2,799	
Interest - segregated account	0	2,570	
Total and Balance for the Period	\$ 5,598		\$ 5,369
<u>For the Period January 1 to December 31, 2004:</u>			
Joint interest to December 31, 2004	\$ 4,477	\$ 2,238	
Interest - segregated account	0	3,523	
Total and Balance for the Period	\$ 4,477		\$ 5,761
<u>For the Period January 1 to December 31, 2005:</u>			
Joint interest to December 31, 2005	\$ 5,294	\$ 2,647	
Interest - segregated account	0	4,111	
Total and Balance for the Period	\$ 5,294		\$ 6,758
<u>For the Period January 1 to December 31, 2006:</u>			
Joint interest to December 31, 2006	\$ 7,860	\$ 3,930	
Interest - segregated account	0	6,241	
Total and Balance for the Period	\$ 7,860		\$ 10,171
<u>For the Period January 1 to December 31, 2007:</u>			
Joint interest to December 31, 2007	\$ 9,049	\$ 4,520	
Interest - segregated account	0	6,887	
Total and Balance for the Period	\$ 9,049		\$ 11,407
<u>For the Period January 1 to December 31, 2008:</u>			
Joint interest to December 31, 2008	\$ 11,670	\$ 5,053	
Interest - segregated account	0	3,300	
Total and Balance for the Period	\$ 11,670		\$ 8,354
<u>For the Period January 1 to December 31, 2009:</u>			
Joint interest to December 31, 2009	\$ 1,119	\$ 556	
Interest - segregated account	0	1,243	
Total and Balance for the Period	\$ 1,119		\$ 1,799
Total Retained Receipts (Schedule 4)			\$ 62,262

Approved on behalf of the Village of Harrison Hot Springs:

Director of Finance

Village of Harrison Hot Springs**Port Divestiture Program****Balance Sheet****As at December 31, 2009**

<u>ASSETS</u>	2009	2008
Current Assets		
Cash in segregated account - Village of Harrison Hot Springs	\$ 152,527	\$ 160,419
Cash - Due from Joint Account on dissolution of the account	117,460	116,903
Cash - Joint Account balance due to District of Kent on dissolution of account	131,212	130,652
Cash - Distributed to District of Kent on December 21, 2009	(131,212)	0
Cash transferred on December 21, 2009 to own account	\$ 117,460	\$ 247,555
Other Assistance received	\$ 0	\$ 0
Joint account allocation balance receivable from District of Kent (Schedule 1)	0	3908
Total Current Assets	\$ 269,987	\$ 411,882
Marketable Securities acquired	\$ 0	\$ 0
Capital Assets acquired	\$ 0	\$ 0
Total Assets	\$ 269,987	\$ 411,882
<u>LIABILITIES AND EQUITY</u>		
Current Liabilities		
Accounts payable or accrued charges	\$ 2,528	\$ 9,135
Total Current Liabilities	\$ 2,528	\$ 9,135
District of Kent from joint account - Cash	\$ 0	\$ 130,652
Fund Equity		
Transport Canada Unexpended Contribution (Schedule 1)	\$ 205,197	\$ 211,633
Divestiture Program Retained Receipts (Schedule 3)	62,262	60,463
Total Fund Equity	\$ 267,459	\$ 272,096
Total Liabilities and Equity	\$ 269,987	\$ 411,883

Approved on behalf of the Village of Harrison Hot Springs:

Director of Finance



FRONT STREETSCAPE - BUILDING TYPE A - ALONG NORTH SIDE OF PROPERTY



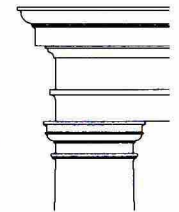
REAR STREETSCAPE - BUILDING TYPE A - ALONG NORTH SIDE OF PROPERTY



FRONT STREETSCAPE - BUILDING TYPE B - ALONG SOUTH SIDE OF PROPERTY



REAR STREETSCAPE - BUILDING TYPE B - ALONG SOUTH SIDE OF PROPERTY



su casa
design inc.

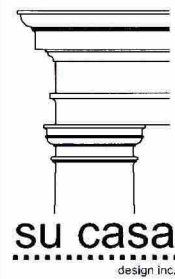
30111 downes road
mt. lebanon, b.c. v4x 1z4
Tel. (604) 856-3222
Fax (604) 856-2714

TOWNHOUSE PROJECT
HARRISON HOT SPRINGS
HARRISON, B.C.

title
STREET SCAPE
ELEVATIONS
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NTS
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JAN. 15, 2007
drawn
APT
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0655

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REVISIONS		
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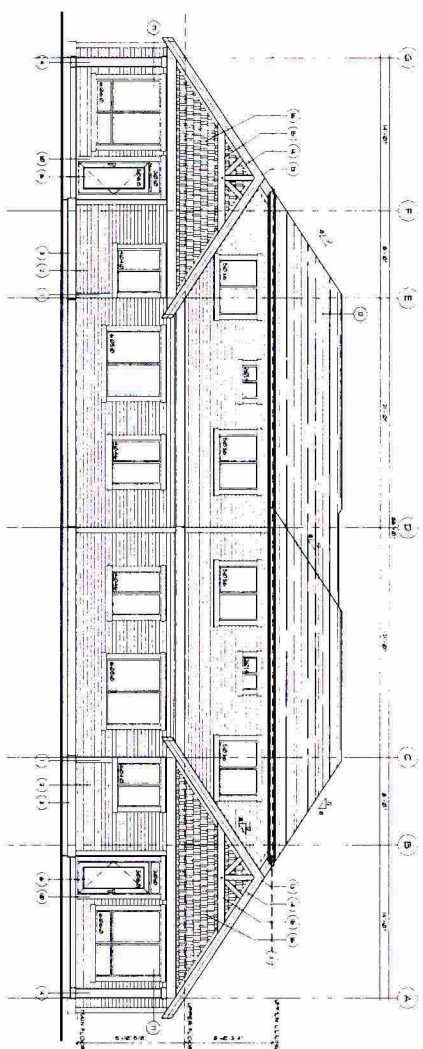
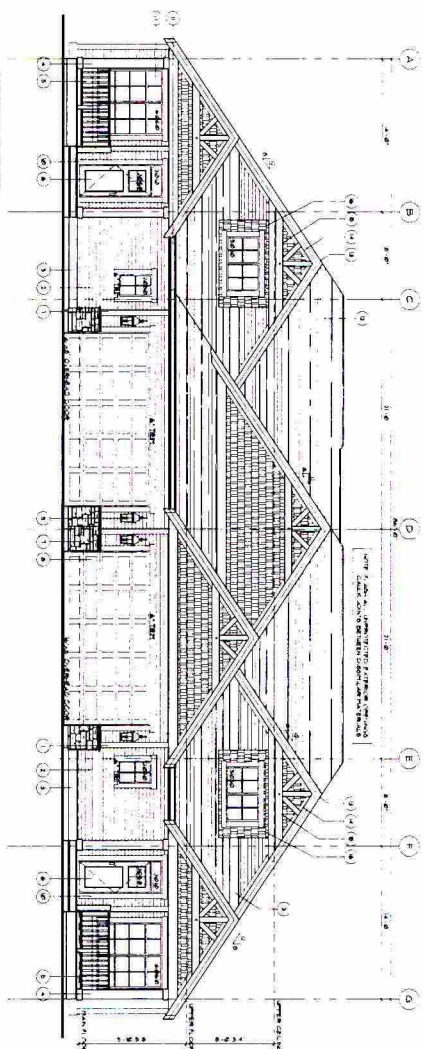
30111 downes road
mt. lebanon, b.c., V4X 1Z8
Tel: (604) 856-3222
Fax: (604) 856-2714

TOWNHOUSE PROJECT
HARRISON HOT SPRINGS
HARRISON, B.C.

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ELEVATIONS
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scale
1/4" = 1'-0"
date
JAN 30, 2007
drawn
APT
job no.
0655

sheet no. **A5**

PREPARED BY: [Signature]
CHECKED BY: [Signature]
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JOB NO.: [Signature]



- ## LEARN
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 4. and notes
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VISIONS	
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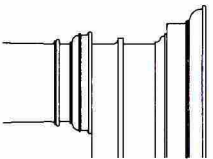
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ELEVATIONS
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JAN. 15, 2007
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APJ
job no.
0655

TOWNHOUSE PROJECT

su casa
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Fax (604) 856-2714





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 13, 2010
FROM: Debra Key, Corporate Officer **FILE:** 0550
SUBJECT: Regular Council Meeting – October 4, 2010

ISSUE:

To cancel the Regular Council meeting of October 4, 2010

BACKGROUND:

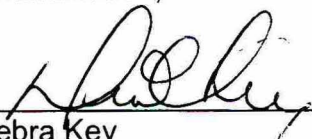
On December 7, 2009 Council approved the schedule for Regular Council meetings for 2010.

The Union of British Columbia Municipalities' Annual Conference is scheduled for the week of September 27 to October 1, 2010 inclusive. The Chief Administrative Officer and three Council members will be attending the conference. Due to the absence of staff and Council, it is recommended that the Regular Council meeting of October 4, 2010 be cancelled.

RECOMMENDATION:

THAT the Regular Council meeting scheduled for October 4, 2010 be cancelled.

Respectfully submitted for your
consideration;



Debra Key
Corporate Officer

DIRECTOR OF FINANCE COMMENTS:

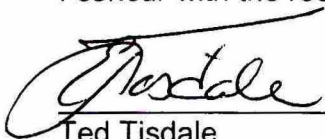
There are no financial implications.

A handwritten signature in black ink, appearing to read "Dale Courtice", written over a horizontal line.

Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

I concur with the recommendation.

A handwritten signature in black ink, appearing to read "Ted Tisdale", written over a horizontal line.

Ted Tisdale
Chief Administrative Officer

BC Timber Sales

BCTS Overview and Information Sharing Process

Harrison Hot Springs

September 13, 2010

Stacey Gould, MScF, RPF

Part 1 - Outline

- BC Timber Sales Overview
 - BC Timber Sales – Mandate
 - BC Timber Sales - Achievements
 - Forest Stewardship Planning Process

BC Timber Sales – Our Mandate

- BC Timber Sales (BCTS) is a part of the Ministry of Forests and Range and was founded in April 2003.
- BCTS goals are to: (1) be a high performing organization, (2) provide credible reference points for pricing timber, (3) provide a reliable supply of timber to the market through competitive auctions, and (4) maximize net revenue to the Crown.
- BCTS-Chinook Business Area is based out of Chilliwack but has offices in Squamish and Haida Gwaii. BCTS-Chinook is one of 12 Business Areas in the Province.
- BCTS-Chinook employs approximately 35 staff and has an annual cut of approximately $600,000\text{m}^3/\text{year}$.
- The BCTS cut level in the Fraser TSA is approximately $245,000\text{m}^3$ – or about 20% of the total TSA cut of 1.2m^3 .

BC Timber Sales - Achievements

- From 2003-2008, BCTS offered 73 M m³ of timber to the market, sold 63 M m³— generating \$430 M in net revenue to the Province.
- BCTS has planted over 200 M trees since 2003 — and about 4 M in Chinook.
- BCTS has achieved: (1) ISO 14001 certification for an Environmental Management System, (2) Sustainable Forest Initiative certification, and (3) Safe Company Certification.

Forest Management Planning

- Brief History – Forest Development Planning (FDP) process to Forest Stewardship Planning (FSP)
 - Under the FDP process, all proposed harvesting was approved by the District Manager
 - Under the FSP process, all forest harvesting must be contained in approved Forest Development Units (FDU)
 - The FDU's are approved by the District Manager
 - Once FDU's are in place – proposed harvesting is identified and the information sharing process with potentially affected stakeholders and First Nations commences
 - BCTS Timber Sales Licences are issued by the Timber Sales Manager
- Government Objectives
 - The approved FSP is deemed to be consistent with Government Objectives for forestry as specified in the *Forest and Range Practices Act* and associated regulations
 - The BCTS FSP for the Chilliwack Forest District was approved on March 29, 2007

Part 2 - Outline

- Information Sharing Process:
 - BCTS – Block and Road Referrals
 - Block & Road Development Process
 - Block and Road Map Review

BCTS – Block and Road Referral/ Information Sharing Process

- Prior to issuing a Timber Sale Licence, proposed operations are shared with potentially affected stakeholders for review and comment.
 - Information sharing packages are sent out to First Nations, other gov't agencies, community groups, and individuals.
 - Information sharing meetings and presentations occur during the review and comment period.
 - Information is posted on the public website - http://www.for.gov.bc.ca/bcts/areas/TCH/FSP_CHI_FN.htm
 - Information sharing report is compiled and presented to the Timber Sales Manager for approval.
- Specific steps in the information sharing process are left up to the plan proponent and their forest professionals.

Block & Road Development Process

- Following the sign-off of the information sharing report by the Timber Sales Manager consultation is considered to be complete.
- A Site Plan can then be prepared for the proposed cut block or road by a registered professional forester.
 - Describes how harvesting or road construction meets legal requirements – and specifically how the harvesting meets the results and strategies outlined in the approved Forest Stewardship Plan.
 - Can take into considerations concerns/issues raised by affected stakeholders
- Prior to completing the Site Plan, the professional forester determines the type of assessments required.
 - Ex: terrain stability, community watershed, wildlife habitat, and visual impact assessments.

Completed by qualified professionals and the forester considers the recommendations in the reports in order to complete the Site Plan.
- BCTS hires professionals, including foresters, that are determined to be within “good standing” in their respective Association.

Information Sharing Round of Interest

- Operating Plan 6 (May 10 to July 9, 2010)
 - Areas with proposed forest development: (i) Jones Lake, (ii) Harrison West, and (iii) Mount Woodside
 - HHS Mayor and Council submitted a letter requesting to view the completed Visual Impact Assessment for HW212



BCTS

BC Timber Sales
Chilnook

Chilliwack Forest District Forest Stewardship Plan

Information Sharing - Operating Plan 6

Location: Harrison West

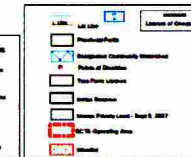
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HW214 HW218

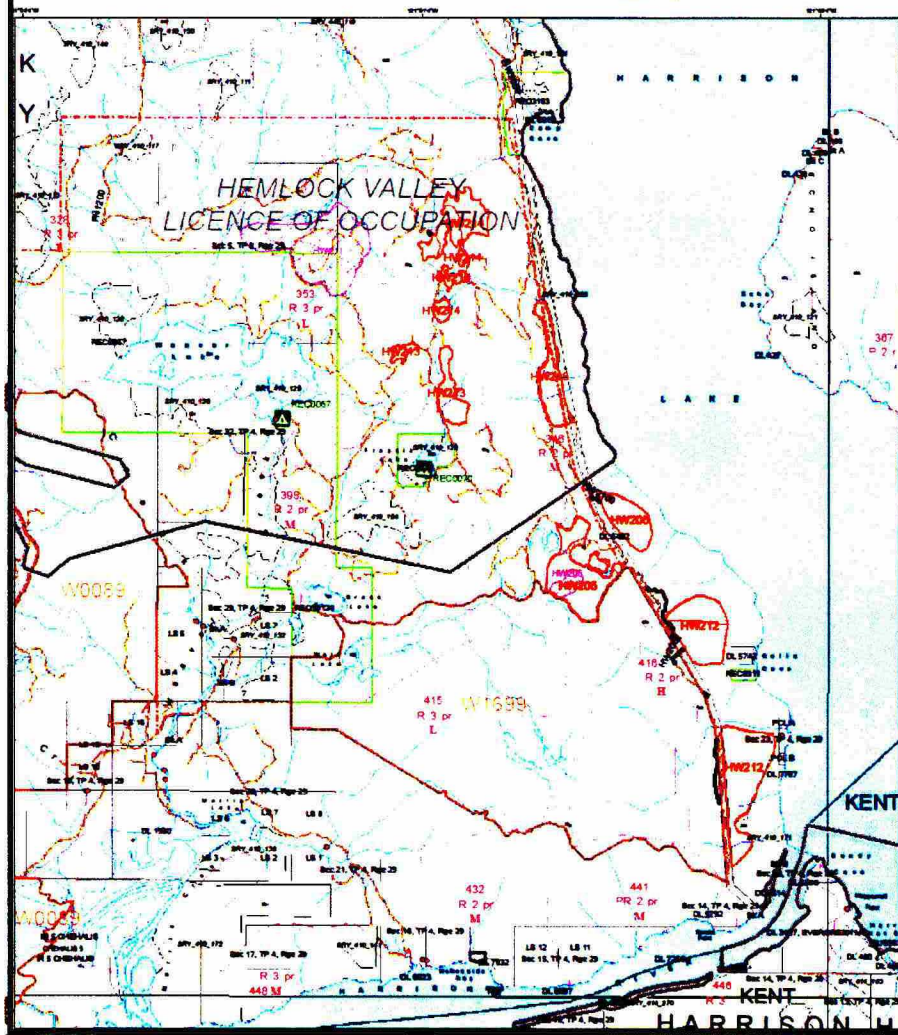
Information Sharing Blocks

Previous Info Shared Blocks

Existing Road
Proposed Road



Scale: 1:30,000
Date: May 2010



Questions?

