



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

Date: Monday, November 1, 2010  
Time: 7:00 p.m.  
Location: Council Chambers, Harrison Hot Springs, British Columbia

<b>1. CALL TO ORDER</b>			
	(a)	Meeting called to order by Mayor Becotte	
<b>2. INTRODUCTION OF LATE ITEMS</b>			
<b>3. APPROVAL OF AGENDA</b>			
<b>4. ADOPTION AND RECEIPT OF MINUTES</b>			
<input type="checkbox"/> Regular Council Meeting Minutes – October 18, 2010		THAT the minutes of the Regular Council Meeting of October 18, 2010 be adopted.	Item 4.1 Page 1
<b>5. BUSINESS ARISING FROM THE MINUTES</b>			
<b>6. DELEGATIONS AND PETITIONS</b>			
<b>7. CORRESPONDENCE</b>			
<b>8. BUSINESS ARISING FROM CORRESPONDENCE</b>			
<b>9. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>			
<b>10. REPORTS FROM MAYOR</b>			
K. Becotte – verbal			



## 11. REPORTS FROM COUNCILLORS

D. Harris - verbal  
D. Kenyon - verbal  
A. Jackson - verbal  
B. Perry – verbal

## 12. REPORTS FROM STAFF

☐ Towns for Tomorrow 2010  
Application – October 27, 2010

**Report of Ted Tisdale, Chief Administrative Officer – October 27, 2010**  
Re: Towns for Tomorrow 2010 Application

Item 12.1  
Page 9

Recommendation:

THAT Council approve the McCombs Bridges as a project for submission under the Towns for Tomorrow Program.

☐ Improvements to Solid Waste  
Services – October 27, 2010

**Report of Andre Isakov, Community and Economic Development Officer – October 27, 2010**

Item 12.2  
Page 15

Re: Improvements to Solid Waste Services

Recommendation:

THAT Council approves the proposed changes to the Village Solid Waste Services and;

THAT Council accepts First Class Waste Services Inc. as the preferred proponent for curbside garbage, recycling, and green waste collection within the municipality.

☐ Community Branding –  
October 27, 2010

**Report of Andre Isakov, Community and Economic Development Officer – October 27, 2010**

Item 12.3  
Page 19

Re: Community Branding

Recommendation:

**THAT** Council accepts Synergist Communications as the preferred proponent for the municipal branding initiative.

## 13. BYLAWS

☐ Sign Bylaw No. 949, 2010

THAT Sign Bylaw No. 949, 2010 be adopted.

Item 13.1  
Page 21

☐ Financial Plan Amendment  
Bylaw No. 954, 2010

THAT Financial Plan Amendment Bylaw No. 954, 2010 be adopted.

Item 13.2  
Page 31

☐ Official Community Plan  
Amendment – Neighbourhood

**Report of Michael Rosen, Planning Consultant – October 27, 2010**

Page 13.3  
Page 33

Re: Official Community Plan Amendment - Neighbourhood Planning Area 1 – Multi Family Housing Density





<p>Planning Area 1 – Multi Family Housing Density</p> <p>□ Official Community Plan Amendment Bylaw No. 955 and Zoning Amendment Bylaw No. 956 – October 26, 2010</p>	<p><b>Recommendation:</b></p> <p>THAT the Official Community Plan Amendment Bylaw No. 955, 2010 be read a first and second time;</p> <p>THAT pursuant to Section 879 of the <i>Local Government Act</i>, the comments previously received by the Advisory Planning Commission be considered sufficient for consultation purposes; and</p> <p>THAT staff be authorized to schedule a Public Hearing regarding Official Community Plan Amendment Bylaw No. 957, 2010.</p> <p><b>Report of Michael Rosen, Planning Consultant – October 28, 2010</b> Re: Official Community Plan Amendment Bylaw No. 955 and Zoning Amendment Bylaw No. 956 – Jastrezebski</p> <p><b>Recommendation:</b></p> <p>THAT Official Community Plan Amendment Bylaw No. 955, 2010 be read a first and second time;</p> <p>THAT pursuant to Section 879 of the Local Government Act, the comments previously received by the Advisory Planning Commission and the Ministry of Transportation be considered sufficient for consultation purposes regarding Official Community Plan Amendment Bylaw No. 955, 2010;</p> <p>THAT Zoning Bylaw Amendment Bylaw No. 956, 2010 be read a first and second time; and</p> <p>THAT staff be authorized to schedule a Public Hearing regarding Official Community Plan Amendment Bylaw No. 955, 2010 and Zoning Bylaw Amendment Bylaw No. 956, 2010.</p>	<p>Item 13.4 Page 37</p>

#### 14. QUESTIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

#### 15. ADJOURNMENT



4.1

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

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

**IN ATTENDANCE:** Mayor Ken Becotte  
Councillor Allan Jackson  
Councillor Dave Harris  
Councillor Dave Kenyon  
  
Ted Tisdale, Chief Administrative Officer  
Andre Isakov, Community and Economic  
Development Officer  
Debra Key, Corporate Officer (Recorder)

**ABSENT:** Councillor Bob Perry

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

Presentation of a plaque to Ex Fire Chief, Chris Wilson  
  
Deputy Mayor appointment for October, November and December  
  
Cycling and Cyclocross information

3. **APPROVAL OF AGENDA**

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

**THAT** the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**

The Mayor presented Chris Wilson with a plaque recognizing his term of office as the Fire Chief with the Harrison Hot Springs Fire Department.

The Mayor announced the appointment of Don Labossiere as the new Fire Chief for the Village of Harrison Hot Springs.

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 18, 2010*

**4. ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting  
Minutes – September 13,  
2010

**Moved by Councillor Harris**  
**Seconded by Councillor Kenyon**

**THAT** the minutes of the Regular Council Meeting of September 13,  
2010 be adopted.

**CARRIED  
UNANIMOUSLY**

☐ Special Council Meeting  
Minutes-September 24, 2010

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

**THAT** the minutes of the Special Council Meeting of September 24,  
2010 be adopted.

**CARRIED  
UNANIMOUSLY**

☐ Harrison Lake Harbour  
Commission Minutes-May 6,  
2010

**Moved by Councillor Jackson**  
**Seconded by Councillor Kenyon**

**THAT** the minutes of the Harrison Lake Harbour Commission Meeting  
of May 6, 2010 be received.

**CARRIED  
UNANIMOUSLY**

☐ Economic Development  
Commission Minutes-July 21,  
2010

**Moved by Councillor Kenyon**  
**Seconded by Councillor Harris**

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

**CARRIED  
UNANIMOUSLY**

☐ Advisory Planning  
Commission Meeting- August  
24, 2010

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

**THAT** the minutes of the Advisory Planning Commission Meeting of  
August 24, 2010 be received.

**CARRIED  
UNANIMOUSLY**

**5. BUSINESS ARISING FROM THE MINUTES**

None

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 18, 2010*

6. **PUBLIC AND STATUTORY HEARINGS**

None

7. **DELEGATIONS and PETITIONS**

Alex Jastrzebski requested permission to speak about the zoning application after the planner provides his report.

Petition from Ken Burningham, Parks and Recreation Commission  
Re: 200 Block Miami River Drive

8. **CORRESPONDENCE**

☐ BC Hydro – Community Relations, 2010 Annual Report

☐ Letter and Pamphlet from BC Lung Association re Radon and Your Health

☐ Letter from British Columbia Achievement Foundation dated September 20, 2010 re BC Community Achievement Awards Nominations

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

10. **REPORTS FROM MAYOR**

Reported on winning 2<sup>nd</sup> place in the goat milking competition at the Agassiz Fall Fair.

Attended the Terry Fox Run on September 19, 2010. Thanked the public for contributing to the run.

Attended UBCM on September 27 to 30, 2010. Received lengthy resolutions from the meeting. Changes have been made to the process of resolutions. Discussed several resolutions that were passed. UBCM also announced that Towns for Tomorrow funding applications will be available.

The Mayor provided Council with information on the promotion of Cycling.

Attended Fraser Basin Council meetings a week ago - discussed environment and what direction it will go.

Experience the Fraser Forum will be held on October 20, 2010



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 18, 2010*

Received an invitation from the Fraser Valley Labour Council Spaghetti Social in Abbotsford to raise funds for United Way.

Received an invitation for Sto:Lo Grand Opening on October 22, 2010 at 10:00 am. to 3:00 p.m.

Asked Council to attend a 4H Achievement Awards banquet to be held on October 30, 2010 at 6:30 p.m.

A work bee will be held on November 2, 2010 to carry out tree planting along the Miami River.

There has been an initiative brought forward to make BC Wild Salmon the official BC Symbol. Asked Council to endorse the proposal.

**Moved by Councillor Harris**  
**Seconded by Councillor Kenyon**

**THAT** Council endorse the proposal to make wild salmon the official symbol of British Columbia.

**CARRIED  
UNANIMOUSLY**

The Mayor reported that the Department of Fisheries and Oceans have advised that a mold for concrete salmon will be provided to communities upon donation to the Salmon Enhancement Program.

**Moved by Councillor Jackson**  
**Seconded by Councillor Kenyon**

**THAT** Councillor Perry be appointed Deputy Mayor for the months October, November and December, 2010.

**CARRIED  
UNANIMOUSLY**

**11. REPORTS FROM COUNCILLORS**

**Councillor Harris**

Councillor Jackson, Communities In Bloom and himself attended CIB Conference and Award Ceremony in Hope on September 24 & 25, 2010 and reported that Harrison received 5 blooms and special mention for community garden. Marks have increased to 88.5%. The CIB have been encouraged to go National by the BC Communities in Bloom.

*Village of Harrison Hot Springs  
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CIB would like to sponsor a contest for the best Halloween Decorated Residence and would like to judge residences on October 29, 2010.

**Moved by Councillor Harris**  
**Seconded by Councillor Kenyon**

THAT Council approve a contest for best Halloween Decorated Residence.

**CARRIED  
UNANIMOUSLY**

**Councillor Kenyon**      Attended UBCM at Whistler.

Reported that there are CIB banners all across the Provinces.

**Councillor Jackson**      Attended UBCM - the Environment Committee discussed ozone and particulates and challenged new open wood burning. Air quality is not improving. FVRD is trying to look at ways to inform public what it is in the air.

**Councillor Perry**      Absent

The Mayor reported that a meeting has been scheduled in Chilliwack with Cloudworks regarding projects planned up Harrison Lake. The Mayor reported that he will be writing to Cloudworks to see why the meeting is being held in Chilliwack and not Harrison.

**REPORTS FROM STAFF**

**Moved by Councillor Kenyon**  
**Seconded by Councillor Jackson**

☐ Resort Municipality Initiative  
(RMI) Funding Agreement

**Report of A. Isakov, Community and Economic Development  
Officer – August 31, 2010**

Re: Resort Municipality Initiative (RMI) Funding Agreement

**THAT** approval be given to enter into the 2010 Resort Municipality Initiative (RMI) Funding Agreement with the Province of British Columbia.

**CARRIED  
UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 18, 2010*

□ Rezoning Application –  
Jastrezebski – October 11, 2010

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

**Report of M. Rosen, Planning Consultant – October 11, 2010**  
Re: Rezoning Application – Jastrezebski

**THAT** the Planning Consultant be instructed to prepare amending bylaws to the Official Community Plan and Zoning Bylaw to accommodate the application from Mr. Adam Jastrzebski to use two small properties on the west side of Hot Springs Road for the development of single family dwellings.

**CARRIED**  
**OPPOSED BY COUNCILLOR KENYON**

Alex Jastrezebski commented to Council that it is not an option to sell the property to the campground owners.

□ Rezoning Application – Juneau  
– October 11, 2010

**Moved by Councillor Kenyon**  
**Seconded by Councillor Harris**

**Report of M. Rosen, Planning Consultant – October 11, 2010**  
Re: Rezoning Application – Juneau

**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

**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.

**CARRIED**  
**UNANIMOUSLY**

**13.**

**BYLAWS**

□ Business Licencing and  
Regulation Bylaw No. 945, 2010  
and Sign Bylaw No. 949, 2010

**Moved by Councillor Jackson**  
**Seconded by Councillor Kenyon**

**Report of D. Key, Corporate Officer – October 13, 2010**  
Re: Business Licencing and Regulation Bylaw No. 945, 2010 and Sign Bylaw No. 949, 2010



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 18, 2010*

**THAT** Business Licencing and Regulation Bylaw No. 945, 2010 be tabled until next meeting.

**CARRIED  
UNANIMOUSLY**

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

**THAT** Sign Bylaw No. 949, 2010 be received for third reading as amended.

**CARRIED  
UNANIMOUSLY**

☐ Zoning Bylaw Amendment No. 946, 2010

**Moved by Councillor Kenyon  
Seconded by Councillor Harris**

**Report of D. Key, Corporate Officer – October 13, 2010**  
Re: Zoning Bylaw Amendment No. 946, 2010

**THAT** Zoning Bylaw Amendment No. 946, 2010 be amended to read:  
In Section 4 – General Regulations, under 4.1 add the following:

“A mobile concession will only be permitted on commercially zoned property and the mobile concession is under the control of and operated by the property owner or the owner’s staff”.

and;

**THAT** Village staff be authorized to arrange to hold a public hearing on November 15, 2010 for Zoning Bylaw Amendment No. 946, 2010.

**CARRIED  
OPPOSED BY COUNCILLOR JACKSON**

☐ Driveway Access Bylaw No. 947, 2010

**Moved by Councillor Kenyon  
Seconded by Councillor Harris**

**THAT** Driveway Access Bylaw No. 947, 2010 be adopted.

**CARRIED  
UNANIMOUSLY**

**Moved by Councillor Harris  
Seconded by Councillor Kenyon**

☐ Loan Authorization and Temporary Borrowing Repeal Bylaw No. 951, 2010

**THAT** Loan Authorization and Temporary Borrowing Repeal Bylaw No. 951, 2010 be adopted.

**CARRIED  
UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
October 18, 2010*

☐ Kent Sewer Line Temporary  
Borrowing Repeal Bylaw No. 953,  
2010.

**Moved by Councillor Harris**  
**Seconded by Councillor Kenyon**

THAT Kent Sewer Line Temporary Borrowing Repeal Bylaw No. 953,  
2010 be adopted.

**CARRIED  
UNANIMOUSLY**

☐ Financial Plan Amendment  
Bylaw No. 954, 2010

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

THAT Financial Plan Bylaw No. 954, 2010 receive first, second and  
third readings.

**CARRIED  
UNANIMOUSLY**

14.

**QUESTIONS FROM THE PUBLIC**

A member of the public advised that a previous administrator had  
approved the construction design for development in 2007 for 672 Hot  
Springs Road.

A member of the public agreed that it has been very difficult to decide  
what to do the property on Hot Springs Road.

A member of the public stated that the Advisory Planning  
Commission's decision to have an access road from a development on  
Hot Springs Road through to McCombs Road was for public safety and  
fire services.

**ADJOURNMENT**

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

THAT the meeting be adjourned at 8:37 p.m.

**CARRIED  
UNANIMOUSLY**

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**Ken Becotte**  
**Mayor**

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**Debra Key**  
**Corporate Officer**





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

TO: Mayor and Council DATE: October 27, 2010  
 FROM: Ted Tisdale, Chief Administrative Officer FILE: 1855-05  
 ISSUE: Towns for Tomorrow 2010 Application

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#### BACKGROUND:

Towns for Tomorrow has again announced a funding program approving projects up to four hundred thousand (\$400,000.00) dollars.

The projects that are eligible are:

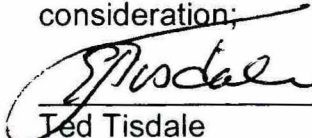
- Water Projects;
- Wastewater Projects;
- Public Transit Projects;
- Environmental Energy Improvement Projects;
- Local Road Projects;
- Cultural Projects;
- Recreation Projects;
- Tourism Projects;
- Other Projects, including protective and emergency services infrastructure and community development.

Staff, in reviewing the capital program in preparation for the 2011 budget, has identified the McCombs Bridge(s) as a potential project under Towns for Tomorrow. The deadline to apply for funding is **January 14, 2011**.

#### RECOMMENDATION:

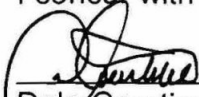
**THAT** Council approve the McCombs bridges as a project for submission under the Towns for Tomorrow program.

Respectfully submitted for your consideration;

  
 Ted Tisdale  
 Chief Administrative Officer

**DIRECTOR OF FINANCE COMMENTS:**

I concur with the recommendation.

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

Dale Courtice  
Director of Finance

## Debra Key

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**From:** INFRA, CD CD:EX [INFRA@gov.bc.ca]  
**Sent:** Friday, October 15, 2010 3:05 PM  
**Subject:** Towns for Tomorrow Program: 2010 Application Intake  
**Attachments:** cir1015-le.pdf

Circular No. 10:15

ARCS File #: 195-20

October 15, 2010

To: All Chief Administrative Officers  
  
and all applicable staff

### **Re: Towns for Tomorrow Program: 2010 Application Intake**

Applications are now being accepted for the 2010 Towns for Tomorrow Program (Program). The Program was developed to address

the unique challenges faced by smaller communities in the Province of British Columbia (Province) with respect to sustainability

and meeting their infrastructure needs.

The Program provides funding for infrastructure projects that address climate change and contribute to the overall health,

sustainability and liveability of communities. Eligible projects include, but are not limited to:

- Water Projects;
- Wastewater Projects;
- Public Transit Projects;
- Environmental Energy Improvement Projects;
- Local Road Projects;
- Cultural Projects;
- Recreation Projects;
- Tourism Projects;

- Other Projects, including protective and emergency services infrastructure and community development.

The Program provides up to 80 percent of project funding for municipalities and regional districts. Communities with populations

under 5,000 will continue to cost-share with the Province on an 80/20 basis, with a maximum provincial contribution of \$400,000.

Communities with populations between 5,000 and 15,000 will share on a 75/25 basis, with a maximum provincial contribution of \$375,000.

Detailed program information, including the 2010 Program Guide and application package, is available on the Program website

at: [www.townsfortomorrow.gov.bc.ca](http://www.townsfortomorrow.gov.bc.ca). Before completing the Application Form, please be sure to read the 2010 Program Guide.

To be considered for this round of approvals all application forms and supporting documentation must be received at the

Ministry by **January 14, 2011**.

Project approvals for this round of Towns for Tomorrow will be made within 60 days of the application submission deadline. All

local governments, including regional districts, may only submit one application per submission deadline.

If you have additional questions or require more information regarding this intake, please call 250 387-4060 or email [Infra@gov.bc.ca](mailto:Infra@gov.bc.ca).

<<cir1015-le.pdf>>



Circular No. 10:15  
ARCS File #: 195-20

October 15, 2010

To: All Chief Administrative Officers  
and all applicable staff

**Re: Towns for Tomorrow Program: 2010 Application Intake**

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- Water Projects;
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If you have additional questions or require more information regarding this intake, please call 250 387-4060 or email [Infra@gov.bc.ca](mailto:Infra@gov.bc.ca).







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** October 27, 2010

**FROM:** Andre Isakov,  
Community and Economic Development Officer

**FILE:** 5230-01

**SUBJECT: Improvements to Solid Waste Services**

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#### **BACKGROUND:**

The escalating costs associated with operating the Village of Harrison Hot Spring's Green Waste Site (corner of Poplar Street and Miami River Drive) have urged the Village staff to explore other options for green waste management and solid waste services in general. Starting in May of 2010 the Village staff began to engage the public in exploring options for improving municipal waste services. The review focused on options that would reduce costs, enhance and improve user services, and promote environmental sustainability.

Upon a comprehensive review of all the waste service options, it was identified that curbside collection of garbage, recycling, and green waste collection was the most desirable option since it would produce cost savings for the municipality, is most convenient for the users, and would result in environmental improvements. It was proposed that the Green Waste Site could be closed and issues with illegal and unlimited dumping would be better managed if green waste was collected at curbside. Following this assessment, the staff began to explore the potential of offering these extended curbside services both in-house by municipal employees, and the option of contracting these services out to a private company. Based on costs, quality of services (in regards to efficient and effective resource recovery), and environmental improvements, the option of contracting municipal waste services to a private contractor was the preferred option.

In August 2010, the Village staff commenced a preliminary dialogue with four companies that showed interest in potentially providing comprehensive curbside waste services for the municipality. Based on the information gathered from this dialogue with private waste service providers and research, the staff produced a detailed Request for Proposals (RFP) that was issued in September. Two proponents responded to the RFP with service proposals: Emterra Environmental and First Class Waste Service Inc. The evaluation team used the criteria outlined in

the RFP to evaluate both the financial and technical aspects of the proposals. The evaluation identified First Class Waste Services as having the strongest proposal and considered the preferred proponent, particularly when it comes to financial aspects of the residential curbside solid waste program. Note that the RFP also requested additional information about two optional services: curbside kitchen/food waste collection as well as garbage collection from receptacles on the beach, in parks, streets, and buildings. The provision of these two optional waste services by a private contractor was dismissed for both financial and technical reasons.

### **Summary of the Proposed Solid Waste Service Changes:**

- Private contractor will provide all labour, materials and equipment required to fully and completely perform the Work, as described in the RFP and the Service Contract for 5 years.
- Curbside collection to include garbage, recycling, and green waste weekly, and will be a mandatory service for all single family and duplex units.
- Curbside collection will be provided on a weekday.
- Contractor calendar will outline all pick up dates, explain service regulations, and provide waste reduction tips.
- Customer for curbside collection will be residential single-family and duplex households (about 575 housing units), they will be billed through the municipality. Some additional strata complexes and other multi-family dwellings may choose to be included in this program and receive Village negotiated rates if advantageous to do so.
- For garbage, base level service is one 121 liter container weighing no more than 25kgs per week. Excess garbage will be collected with a tag system on the user-pay system.
- Recycling service will consist of collection of container(s) with unlimited commingled recyclables as generated from the resident. A container that the resident already owns or a clear bag may be used for recycling, but the container must be identified with a recycling logo provided by the service contractor. Plastics 1 to 7, glass, metal, cardboard, boxboard, all grades of paper, and tetra packs will all be accepted for recycling.
- For green waste (yard trimming collection), the base level of service is one 121 liter container weighing no more than 25kgs. Additional yard trimmings over the base will be handled with a user-pay tag system. The Village Green Waste Site will be closed.
- Kraft bags or other approved biodegradable bags, bundles or a can that the household already owns will be accepted. Plastic bags will not be allowed.
- The Village's current commercial recycling program will be ended.
- The Village's Public Works will continue to provide garbage collection from the beach, parks, streets, and municipal buildings.



### **Advantages of Waste Service Improvements:**

- Additional convenience for the users and residents. The comprehensive and simple all-year-round curbside solid waste collection services provide most convenience.
- New additional services. The curbside collection will include a highly comprehensive and unlimited commingled recycling program, and a green waste program.
- Enhanced waste reduction and environmental sustainability. The new first-rate recycling program will be expanded. The new program will provide financial incentive for residents to reduce waste and recycle.
- Green Waste Site will be closed. The visual, odour and other issues associated with the property will be eliminated. The Village property will be available for other purposes.
- The community will lower its ecological footprint.
- The initiative will extend the life expectancy of the current municipal garbage truck, which will now only be used to service the beach, parks, and the municipal buildings.
- Public Works staff will be released from curbside duties to do other needed projects.

If Council approves the recommendations it is proposed to conduct two open houses with First Class on November 16 and 18, 2010. Staff will report back to Council with community comments.

It is anticipated that the curbside collection program can be implemented January 1, 2011.

### **RECOMMENDATION:**

**THAT** Council approves the proposed changes to the Village Solid Waste Services and;

**THAT** Council accepts First Class Waste Services Inc. as the preferred proponent for curbside garbage, recycling, and green waste collection within the municipality.

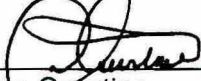
Respectfully submitted for your consideration;



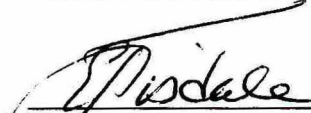
\_\_\_\_\_  
Andre Isakov  
Community and Economic Development Officer

**DIRECTOR OF FINANCE COMMENTS:**

Based on 2009 numbers, the Village will save approximately \$6,000 per year by going with First Class Waste Services as a private contractor for complete curbside collection. Based on preliminary 2010 figures, the savings are even greater about 2-3 times higher than in 2009 (mostly due to rapidly escalating costs associated with the Green Waste Site).

  
\_\_\_\_\_  
Dale Courtice  
Director of Finance**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

I concur with the recommendation.

  
\_\_\_\_\_  
Ted Tisdale  
Chief Administrative Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** October 27, 2010

**FROM:** Andre Isakov,  
Community and Economic Development Officer

**FILE:** 6750-20

**SUBJECT:** Community Branding

---

#### ISSUE:

One of the high priority action items on the Village's Economic Action Plan is to "develop a Village branding and marketing plan with a clear and consistent brand". As such, with the authority of the Council, the Village staff began the community branding process by calling for proposals, as well as evaluating and interviewing the proposals and its proponents with the goal of selecting a company that would assist the Village in developing a clear, modern identity with marketing materials to promote the municipality and its brand. The staff can now recommend a preferred proponent for this initiative.

#### BACKGROUND:

At the August 16, 2010 Regular Council meeting the Council passed a motion authorizing the Village staff to commence the "community brand development initiative and...call for proposals". The objectives of the branding initiative are to:

- Modernize the image of the community;
- Attract both local and foreign direct investment;
- Strengthen community identity and pride;
- Promote tourism and local lifestyle;
- Effectively set the community apart from other communities;
- Help guide Resort Municipality strategies and initiatives for the next 5 years.

It was also previously identified that the community branding process would involve:

- Literature review (marketing audit, stakeholder analysis, competitive audit, language audit);
- Brand strategy development (public consultations with key stakeholders, brand essence development with a positioning platform, brand strategy document);

- Visual identity development (stationary package, website template development, binder design, marketing brochure design, logo and slogan development to all to correlate and work together to reinforce the brand strategy).

Based on the preliminary quotes and assessment it was identified that \$20,000 would be sufficient for this initiative, that is the current budget for this project. A call for proposals went out in late August. Four (4) proponents responded and provided branding proposals. The proposals were evaluated on financial and technical grounds. Following the proposal review, three (3) proponents were interviewed.

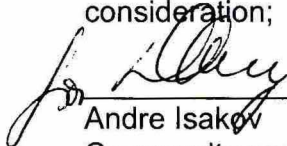
Upon comprehensive evaluation, the proposal evaluation team felt that on both financial and technical grounds one proponent was the strongest and best suited for the initiative, Synergist Communications. The proposal evaluation team prefers Synergist Communications because the company was able to clearly showcase its knowledge and ability to complete such a project, and to do so professionally and within the outlined budget.

Synergist Communications has experience working for public, non-profit, and private sectors. The company has recently completed successful branding work for Downtown New Westminster and Downtown Maple Ridge, Tourism New Westminster, Burnaby Hospital Foundation, and others. The references for this company were positive.

#### **RECOMMENDATION:**


**THAT** Council accepts Synergist Communications as the preferred proponent for the municipal branding initiative.

Respectfully submitted for your consideration;

  
 Andre Isakov  
 Community and Economic Development Officer


#### **DIRECTOR OF FINANCE COMMENTS:**

I concur with the recommendation.

  
 Dale Courtice  
 Director of Finance

#### **CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

I concur with the recommendation.

  
 Ted Tisdale  
 Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 949

### A bylaw to regulate signs

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to regulate signs in the Village of Harrison Hot Springs.

**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 Sign Bylaw No. 949, 2010".

#### 2. INTERPRETATIONS

**"Billboard"** means a panel, sign-board, bulletin board, boarding or boarding mounted on a building or free-standing structure, and use or intended to be used for the posting or displaying of notices or advertising materials pasted, glued, fastened or otherwise affixed thereto.

**"Business/Premises"** means a building that is used to carry on commercial or industrial undertakings of any kind from within the boundaries of the Village, providing professional, personal, or other services for the purpose of gain or profit, but does not include an activity carried on by the Provincial Government, its agencies or corporations owned by the Provincial Government.

**"Election"** as defined in the *Election Act* [RSBC 1996] Chapter 106

**"Freestanding"** means a sign wholly or partially supported from the ground by a structure which is independent of any building or structure

**"Home Occupation"** means a business carried on in a dwelling unit by a resident of that dwelling unit

**"Lakeshore Beach Area"** means the beach area commencing at the promenade along Esplanade Avenue to Rockwell Drive and continuing north along the beach to Harrison Lake

**"Promotional"** means the publicizing, advancement, encouragement and fostering of an enterprise



**“Sandwich Board”** means a one or two face non-illuminated portable sign with a maximum area of 2 square metres on each side.

**“Third Party”** means a sign that directs attention to products sold or services on property other than which the sign is affixed

### **3. PURPOSE**

The focus of the Village activities is to attract, encourage and enhance tourism and business development to the community, and therefore as a matter of interpretation a bylaw will always be interpreted in a way that will benefit the objectives of the Village in the promotion of tourism.

### **4. GENERAL PROVISIONS**

- 4.1 No sign shall be erected or lit in such manner as to interfere with the visibility of a traffic control device or to interfere with an access or egress from a highway or intersection.
- 4.2 No sign shall be equipped with flashing, oscillating or moving lights or beacons in such manner as to cast a direct beam on any highway or business/residential premises or to interfere with the visibility of a motorist on a highway.
- 4.3 No sign except those owned by Federal, Provincial or the Village shall be permitted on a road right-of-way or on property owned by the Village, unless otherwise provided for in this bylaw.
- 4.4 No sign or any part there of a sign shall be suspended or projected over a highway right-of-way or property owned by the Village unless approved by the Village.
- 4.5 Signs projecting over private pedestrian area shall have a clearance to the underside of the projection to at least 2.4 meters above grade.
- 4.6 No sign shall project over a travel portion of a lane or road right-of-way.
- 4.7 All signs must be aesthetically pleasing in appearance and maintained in a good state of repair pursuant to the Village's Sign Design Guidelines
- 4.8 No sign shall be permitted within the lakeshore beach area except those expressly authorized by the Village.

### **5. PROHIBITIONS**

- 5.1 Except as provided elsewhere in this bylaw the following are prohibited.
  - a) Billboard signs
  - b) A sign located on a balcony or roof of a building



- c) Signs in residential zones
- d) A sign erected on Village owned property or highway
- e) A sign situated on walls, fences or elsewhere on or adjacent to a highway or public place that exhibits writing or pictures or the writing of words or making of pictures or drawings which are indecent or may tend to corrupt or demoralize or considered grossly insulting language rather immoral or indecent.

## 6. **EXEMPTIONS**

6.1 The following signs are exempt from this bylaw.

- a) Sign displayed within a shop or office
- b) A sign that identifies a building
- c) A sign owned or leased by the Village for municipal purposes
- d) Sign of a construction company on the lands where construction is being carried out provided the sign does not exceed a copy area of 3 square metres.
- e) A sign advertising the lease or sale of the property upon which the sign is located provided the sign shall not exceed 1.5 square metre copy area.
- f) A temporary sign advertising special events including sporting events, community causes, charitable fundraising campaigns and non-profit arts and cultural events provided they are not displayed longer than 30 days and are removed within 4 days following the end of the event.
- g) A sign on a building advertising a business within the building.
- h) Signs on benches occupying municipal property under agreement with the Village for the use of the public.
- i) Signs on municipal property where prior approval has been obtained from the Village and subject to specific conditions that may be imposed by the Village.
- j) Tourist information signs with a copy area not to exceed 3 square metres.

## 7. **DUTIES AND RESPONSIBILITIES OF THE SIGN OWNER**

- 7.1 No person shall commence the installation of or authorize or permit the installation of a sign unless a valid permit as required by this bylaw has first been obtained.
- 7.2 The owner shall ensure the removal of any sign erected on his/her property when the purpose of the message thereon is no longer required.

- 7.3 The owner shall ensure that all signs are constructed in accordance with all applicable legislation, regulations and bylaw and maintained to a safe and presentable standard to avoid risk of injury to any person or damage to any property.
- 7.4 Illuminated signs shall be connected to an electrical circuit on the premise which it pertains. All electrical installations shall be approved by the Province of British Columbia Electrical Safety Branch.
- 7.5 Freestanding signs and structures and signs with a copy area greater than 6 sq. metres shall be designed and constructed in accordance with part 4 of the British Columbia Building Regulations to resist wind, seismic and dead loads. A professional engineer may be required to submit signed, sealed and dated structural drawings and may be required to supervise all engineering components of the sign.
- 7.6 Freestanding signs and signs located in landscaped areas shall have a clearance space of 2.5 metres between the lowest portion of the sign and the finished grade of sidewalk or street.

## **8. APPLICATION**

- 8.1 An application for a sign permit shall be completed on the prescribed form and be accompanied by the fee as prescribed in Schedule "A".
- 8.2 The applicant, in addition to the requirements of the Village's building regulation bylaw shall provide a plan of the proposed copy area and the intended location of the sign on an appropriate site plan.

## **9. TYPES OF SIGNS AND REGULATIONS**

### **9.1 Business/Premises Sign**

Businesses may advertise their activity on their business premise by means of sign with a copy area of not more than of 3 square metres either attached to the building or a sign supported from the ground by structural members and independent from the building which shall be regulated, constructed, installed as follows:

- a) Signs shall not extend beyond the property line and shall not interfere with public safety.
- b) Only one sign shall be allowed on each property except
  - i) properties having a frontage of greater than 25 metres and an area exceeding ½ hectare one freestanding sign shall be permitted for each additional ½ ha or part thereof, or
  - ii) property situated on a corner lot one freestanding sign shall be permitted adjacent to each intersecting highway.

- c) Business/Premise signs shall only be permitted in commercial, institutional or outdoor recreational businesses such as campgrounds, and shall be restricted to advertise the businesses carried on that property/

## **9.2 Village's Capital Works**

For any business that may be affected by the Village's capital works and/or other construction projects may be authorized by the Village to be placed on road right-of-way or other commercial properties subject to the following:

- a) prior permission is received in advance or prior permission is received from the Village.
- b) the sign is removed within 10 days of completion of the capital works or other construction project or were the construction no longer interferes with the business to which the sign pertains.
- c) the copy area of the sign shall not exceed 3 square metres

## **9.3 Sandwich Board Signs**

- 1) Permits for sandwich board signs will be issued annually, and permits are only valid for the year they are issued.
- 2) An annual permit for sandwich board signs may be issued subject to the following:
  - a) only one (1) sign per business
  - b) the sandwich board sign may only be displayed adjacent or within 200 metres of the business owner's property and only one sign will be permitted.
  - c) as determined by the building inspector or bylaw enforcement officer the sign shall not be a nuisance to impede with or represent a safety issue to vehicle and pedestrian traffic.
  - d) the sign shall not be located in any required parking area.
  - e) the sign must be kept in clean and good repair and in a presentable condition at all times.
  - f) the sign owner must submit to the Village proof of insurance of a minimum of 2 million dollars with the Village being a named insured.
  - g) the Village at its sole discretion may cancel the permit.

## **9.4 Freestanding Signs**

- a) Freestanding signs are permitted subject to the following:



- i) the number of freestanding sign located on the site shall not exceed the greater of 1 per each street frontage of the site or 1 for each 2 businesses located on the site.
- ii) the area of the freestanding sign shall not exceed 4 square metres plus an additional 1 square metre for each 15 meters of street frontage of the site which abuts the street, provided that the maximum area of a freestanding sign shall not exceed 8 square metres.
- iii) the maximum height of a freestanding sign shall not exceed 10 metres.

### **9.5 Third Party Signs**

- a) Third party signs are permitted subject to the following conditions:
  - i) Third party signs will only be permitted in commercial zoned properties.
  - ii) if the property is occupied by a business activity only 1 third party sign will be permitted.
  - iii) If it is vacant commercial property the maximum of 3 third party signs will be permitted provided the spacing in between the signs is 5 metres.
  - iv) third party signs can not have copy area greater than 4 square metres.
  - v) all third party signs must be renewed annually.

### **9.6 Promotional Signs**

- a) Signs required to advertise a special or community event shall be permitted subject to the following:
  - i) signs shall be located entirely on the property which advertisement appears, or another location as approved by the Village.
  - ii) signs shall be displayed for not more than 30 day prior to the event and must be removed 4 days following the event.
  - iii) signs shall be limited to 2 sides with a maximum copy area of 3 square metres per side.

### **9.7 Home Occupation**

- a) Signs advertising accessory home occupation as defined and permitted in the Village's zoning bylaw may be permitted subject to the following:
  - i) signs shall not exceed a copy area of 1 square metre and only one sign shall be permitted.



- ii) signs may be placed flat against an exterior wall of a building or attached to a fence or gate
- iii) signs are to be non-illuminated
- iv) a free standing sign shall not exceed 2 metres in height.

## **9.8 Election signs**

- a) Election signs are permitted subject to the following:
  - i) every candidate in an election wishing to post or display an election sign shall prior to the posting or display of any sign, make application to the Corporate Officer for an election sign permit on the form provided by the Village and shall at the time of application deposit \$250.00 with the Village as security.
  - ii) every candidate who posts or displays an election sign on civic property shall remove the sign within 7 days after the election. If the person fails to remove the sign the sign shall be removed by the Village and the cost incurred for the removal shall be recovered from the deposit made by the candidate.
  - iii) election signs shall only be posted or displayed during the election period
  - v) no signs shall be posted or displayed on or near a public highway or sidewalk in a manner which interferes with motorist visibility or represents a safety hazard to the pedestrian traffic.

## **10. ENFORCEMENT**

- a) the Bylaw Enforcement Officer or Building Inspector are hereby empowered to:
  - i) enter at all reasonable times onto any property subject to the regulation of this bylaw or the building code to ascertain whether the regulations or directions are being observed.
  - ii) order a person who is caught demeaning any of the provisions of this bylaw or the building code to comply with such provisions within the time specified.
  - iii) order a "stop work" if any part of the work is proceeding in contravention of any of the provisions of this bylaw or building code or if there is an unsafe condition on the real property on which the work is being carried out.

- iv) order the immediate removal or effect removal of any sign constructed without a permit on municipal property.
- v) or the removal of any sign or part thereof constructed or maintained in contravention of any of the provisions of this bylaw or building code.
- vi) revoke the permit issued under this bylaw or building code if:
  - a) there is contravention of the bylaw
  - b) if the permit was issued in error
  - c) if the permit was issued on the basis of incorrect information or;
  - d) any fees required to be paid in this bylaw have not been paid.

## **11. PENALTIES**

- 11.1 Every person who commits an offence contrary to the provisions of this Bylaw is liable on summary conviction to a penalty of not more than \$2,000.00 or imprisonment for up to six months in addition to the costs of prosecution.
- 11.2 Each day that a violation is permitted to exist constitutes a separate offence.

## **12. REPEAL**

That "Village of Harrison Hot Springs Sign Bylaw No. 479, 1988" and amendments thereto are hereby appealed in their entirety

## **13. READINGS AND ADOPTION**

READ A FIRST TIME THIS 16<sup>TH</sup> DAY OF AUGUST, 2010

READ A SECOND TIME THIS 16<sup>th</sup> DAY OF AUGUST, 2010

AMENDED AND READ A THIRD TIME THIS 18<sup>th</sup> DAY OF OCTOBER, 2010

ADOPTED THIS            DAY OF            , 2010

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

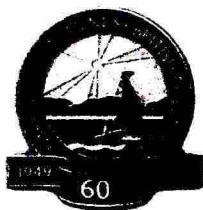
## BYLAW NO. 949 SIGN SCHEDULE "A"

**Fee Schedule**

- |                         |         |
|-------------------------|---------|
| 1. Sign application fee | \$50.00 |
|-------------------------|---------|







**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 954**

**A bylaw to amend the Financial Plan for the years 2010-2014**

---

**WHEREAS** the Village of Harrison Hot Springs has deemed it necessary to amend the Financial Plan for the years 2010 – 2014;

**AND WHEREAS** public consultation regarding the amendments to the Financial Plan was provided by way of an open meeting;

**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 "Financial Plan Amendment Bylaw No. 954, 2010".

**2. REPEAL**

(a) That Schedule "A" to Financial Plan Bylaw No. 938, 2010 is hereby repealed in its entirety and replaced with Schedule "A1" attached hereto and forming part of this bylaw.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS 18th DAY OF OCTOBER, 2010

READ A SECOND TIME THIS 18<sup>th</sup> DAY OF OCTOBER, 2010

READ A THIRD TIME THIS 18<sup>th</sup> DAY OF OCTOBER, 2010

ADOPTED THIS            DAY OF            , 2010

---

Mayor

---

Corporate Office

**Schedule A1  
Bylaw No. 954  
Financial Plan  
2010-2014**

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
<b>Revenues</b>					
Property Taxes - Residential	\$ 990,800	\$ 1,020,000	\$1,051,000	\$1,083,000	\$1,115,000
Property Taxes - Business	736,800	759,000	782,000	805,000	829,000
Property Taxes - Rec / Non Profit	61,700	63,000	65,000	67,000	69,000
Municipal Debt Taxes	26,100	26,150	26,150	26,150	26,150
Frontage Charges	382,500	381,000	381,000	381,000	381,000
Penalties and Interest	24,500	16,200	16,200	16,200	16,200
Revenue Taxes	29,900	25,000	25,000	25,000	25,000
Payments in Lieu of Taxes	6,150	5,700	5,850	6,000	6,100
Sale of Services	5,550	5,500	5,800	5,800	5,800
Revenues from Own Sources	697,150	613,080	611,080	611,080	611,080
Other Revenues	3,050	1,150	1,150	1,150	1,150
Transfers from Other Governments	<u>1,671,840</u>	<u>2,356,640</u>	<u>181,640</u>	<u>181,640</u>	<u>431,640</u>
<b>Total Revenues</b>	<b>\$ 4,636,040</b>	<b>\$ 5,272,420</b>	<b>\$3,151,870</b>	<b>\$3,209,020</b>	<b>\$3,517,120</b>
<b>Expenditures</b>					
General Government	\$ 918,960	\$ 869,360	\$ 863,110	\$ 852,110	\$ 862,310
Community Services	270,180	240,680	240,680	240,380	239,980
Protective Services	124,050	112,100	111,600	109,000	109,000
Public Works	269,570	250,400	249,700	248,050	248,200
Transportation Services	148,100	155,250	155,250	155,250	155,250
Environmental and Public Health	134,810	115,300	116,300	116,300	116,300
Recreation and Culture	380,790	354,980	355,080	356,780	356,930
Sewer Utility	268,990	284,690	282,690	282,690	282,690
Water Utility	150,100	163,830	163,830	163,830	163,830
Debt - Interest	62,310	65,310	90,310	90,310	90,310
Amortization of capital assets	<u>578,900</u>	<u>578,900</u>	<u>578,900</u>	<u>578,900</u>	<u>578,900</u>
<b>Total Expenditures</b>	<b>\$ 3,306,760</b>	<b>\$ 3,190,800</b>	<b>\$3,207,450</b>	<b>\$3,193,600</b>	<b>\$3,203,700</b>
<b>Surplus (Deficit)</b>	<b>\$ 1,329,280</b>	<b>\$ 2,081,620</b>	<b>\$ (55,580)</b>	<b>\$ 15,420</b>	<b>\$ 313,420</b>
<b>Capital, Debt , Reserve Transfers and Borrowing</b>					
Capital Expenditures	\$ (3,856,100)	\$ (3,176,000)	\$ (64,000)	\$ (35,000)	\$ (183,000)
Repayment of debt	(322,350)	(83,320)	(100,320)	(100,320)	(100,320)
Replacement reserves	(410,950)	(396,000)	(359,000)	(609,000)	(609,000)
Reserves used for capital financing	2,399,950	933,000	-	150,000	-
Appropriation from surplus	281,270	61,800	-	-	-
Equity in tangible capital assets	578,900	578,900	578,900	578,900	578,900
Borrowing	-	-	-	-	-
	<u>\$ (1,329,280)</u>	<u>\$ (2,081,620)</u>	<u>\$ 55,580</u>	<u>\$ (15,420)</u>	<u>\$ (313,420)</u>
<b>Surplus (Deficit) plus Capital, Debt Reserve Transfers and Borrowing</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

TO: TED TISDALE – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: OFFICIAL COMMUNITY PLAN AMENDMENT  
NEIGHBOURHOOD PLANNING AREA 1 - MULTI FAMILY HOUSING DENSITY

DATE: OCTOBER 27, 2010

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## BACKGROUND

At its meeting on 18 October 2010, Council instructed the Planning Consultant to prepare an amending bylaw to the Official Community Plan that would increase the maximum density of sites developed for multi family housing within Neighbourhood Area 1 from 10 units per acre to 14 units per acre. The purpose of this report is to summarize the proposed amending bylaw that is being presented to Council for consideration.

## PLANNING CONTEXT

The Neighbourhood Area 1 Plan (Plan) was adopted by Council and incorporated within the Village's Official Community Plan in February 2010. The Plan provides for the neighbourhood generally defined by Pine Avenue, McCombs Drive, Alder Avenue, and Hot Springs Road to be developed with a variety of types of housing, including single family lots and multi family housing. The land use concept can be described as follows:

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

The following are two of the key policies within the Plan:

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

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



- c) *Small lot single family developments and low density multi family housing shall be located along Hot Springs Road. Lot sizes shall increase in proximity to the existing development to the north, east, and south of the neighbourhood.*

The property owners in the southern portion of the neighbourhood (Sakaguchi and Juneau) have indicated that the proposed maximum density of 10 units per acre for the multi family component of any project is too low and should be increased to enable future development projects to be economically viable.

The proposal is to increase the density from 10 units per acre to 14 units per acre for multi family housing. An increase to 14 units / acre is supportable for the following reasons:

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

The Harrisburg multi family development is currently zoned R-4.

It is estimated that the increase in density of 10 units per acre to 14 units per acre for multi family housing could result in a total of approximately 15 - 25 units additional multi family units within the Neighbourhood Plan area.

### **SUMMARY OF OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW**

Attached to this report is the proposed Official Community Plan Amendment Bylaw for Council's consideration. The bylaw essentially revises Policy E 1(b) of the Neighbourhood Plan by replacing any reference of "10 units per acre" with "14 units per acre" for multi family development.

### **COUNCIL OPTIONS**

The following options are provided for Council's consideration:

- 1) Option 1: Read Official Community Plan Amendment Bylaw 957, a first and second time and authorize staff to schedule a Public Hearing;
- 2) Option 2: Request staff to provide more information to Council prior to proceeding with readings to Official Community Plan Amendment Bylaw 957, 2010; or
- 3) Option 3: Pursue another course of action as determined by Council.



**RECOMMENDATION**

Option 1 is the preferred course of action.

The following resolutions are offered for Council's consideration:

- 1) THAT Official Community Plan Amendment Bylaw No. 955, 2010 be read a first and second time;
- 2) THAT pursuant to Section 879 of the *Local Government Act*, the comments previously received by the Advisory Planning Commission be considered sufficient for consultation purposes; and
- 3) THAT staff be authorized to schedule a Public Hearing regarding Official Community Plan Amendment Bylaw No. 957, 2010.

Michael Rosen

*Attachment:*

- 1) *Bylaw 957, 2010*

**Reviewed by Chief Administrative Officer:**

I support the recommendation.

  
Ted Tisdale  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 957

### A bylaw to amend Village of Harrison Hot Springs Official Community Plan Bylaw 864, 2007

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

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

#### I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 957, 2010".

#### II. AMENDMENT

- A. That Schedule 1 – E, Neighbourhood Plan – Pine Avenue, of the Village of Harrison Hot Springs Official Community No.864, 2007 be amended by deleting Policy E 1(b) and replacing it with the following:

"Within the Neighbourhood Plan – Pine Avenue, a mix of single family and multi family forms of residential development may be accommodated based upon the following maximum density limits:

- i) Small residential lot – 400 sq. m. (4306 sq. ft.)
- ii) Conventional residential lot – 697 sq. m. (7500 sq. ft.)
- iii) Medium density multi family residential – 35 units / ha (14 units / acre). "

#### III. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2010

READ A SECOND TIME THIS DAY OF , 2010

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2010

READ A THIRD TIME THIS DAY OF , 2010

ADOPTED THIS DAY OF , 2010

---

Mayor

---

Corporate Officer

TO: TED TISDALE – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: REZONING APPLICATION – JASTRZEBSKI  
622 and 626 Hot Springs Road  
Parcel A, Sec 12, Twp 4, NWD, Plan RP11763  
Parcel B, Sec 12, Twp 4, NWD, Plan EP15935

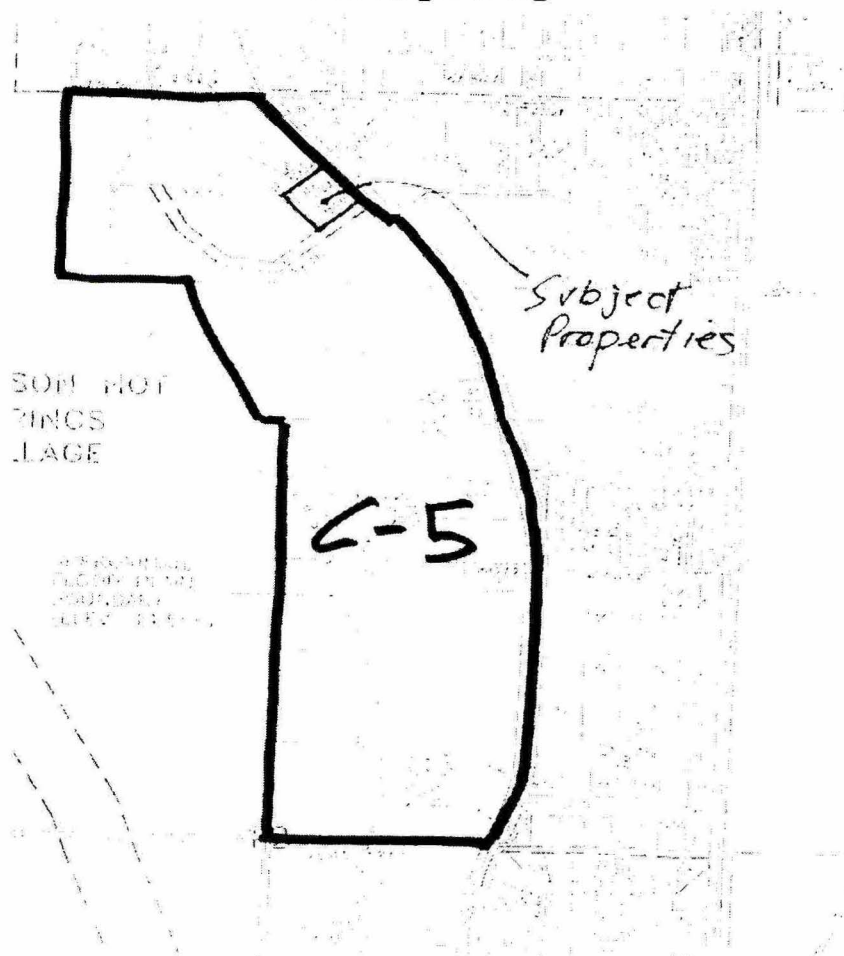
DATE: OCTOBER 28, 2010

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### BACKGROUND

At its meeting on 18 October 2010, Council instructed the Planning Consultant to prepare amending bylaws to both the Official Community Plan and the Zoning Bylaw to accommodate the application from Mr. Adam Jastrzebski to use two small properties on the west side of Hot Springs Road for the development of single family dwellings, the locations of which are identified below.

### Existing Zoning





The subject properties are currently designated ***Tourist Commercial*** in the Official Community Plan and are zoned **C-5 (Tourist Commercial)** in the Zoning Bylaw.

The purpose of this report is to summarize the two proposed amending bylaws that are being presented to Council for consideration.

### **SUMMARY OF AMENDING BYLAWS**

Attached are two amending Bylaws for Council's consideration; one for the Official Community Plan and the other for the Zoning Bylaw. Both bylaws are straight forward in that they amend the maps that accompany the respective bylaws, briefly described as follows:

- a) Bylaw 955 - The land use designation for the subject properties on the Land Use Map of the Official Community Plan is amended from **Tourist Commercial** to **Low Density Residential**; and
- b) Bylaw 956 - The zoning classification for the subject properties on the Zoning Map is amended from **Tourist Commercial (C-5)** to **Residential 1 (R-1)**.

### **DEVELOPMENT OF THE LOTS**

Since rezoning is required to accommodate residential uses of the subject properties, the Council has the opportunity to influence the form and character of the two houses on the properties above and beyond the zoning and building code requirements. This is particularly relevant in this situation given that the two lots are located along Hot Springs Road, the Village's gateway. Accordingly it is important that the two lots be developed in a manner that is both visually pleasing and environmentally sensitive.

Council could, as a condition of final adoption of the bylaws, require that conceptual designs of the two houses and associated landscaping be prepared or design guidelines be drafted for the Village's review and acceptance. The designs or guidelines would be appended to a restrictive covenant that would obligate the owner of the lots to apply for a building permit that would be consistent with the conceptual designs or guidelines. The covenant would be finalized prior to the adoption of the bylaws. Staff is seeking direction from Council as to whether Council is interested in pursuing this approach. Should Council decide to give readings to the two bylaws and be interested in controlling the form and character of the two houses, then the following resolution is offered for Council's consideration in conjunction with the motions pertaining to the bylaw readings:

*THAT the applicant be requested to prepare conceptual design of the houses on the two lots, including landscape treatment, or draft a series of design guidelines for Village review, said designs or guidelines to be incorporated within a restrictive covenant to be registered prior to the adoption of the amending bylaws.*



**COUNCIL OPTIONS**

The following options are provided for Council's consideration:

- 1) Option 1: Read Official Community Plan Amendment Bylaw 955, 2010 and Zoning Bylaw Amendment Bylaw No. 956, 2010 a first and second time and authorize staff to schedule a Public Hearing;
- 2) Option 2: Request staff to provide more information to Council prior to proceeding with readings to Official Community Plan Amendment Bylaw 955, 2010 and Zoning Bylaw Amendment Bylaw No. 956, 2010; or
- 3) Option 3: Pursue another course of action as determined by Council.

**RECOMMENDATION**

Based upon Council's previous direction, Option 1 is the preferred course of action. Council should consider whether it wants to control the form and character of the two houses on the subject properties. If so, the motion in italics above should also be considered.

The following resolutions are offered for Council's consideration:

- 1) THAT Official Community Plan Amendment Bylaw No. 955, 2010 be read a first and second time;
- 2) THAT pursuant to Section 879 of the *Local Government Act*, the comments previously received by the Advisory Planning Commission and the Ministry of Transportation be considered sufficient for consultation purposes regarding Official Community Plan Amendment Bylaw No. 955, 2010;
- 3) THAT Zoning Bylaw Amendment Bylaw No. 956, 2010 be read a first and second time; and
- 4) THAT staff be authorized to schedule a Public Hearing regarding Official Community Plan Amendment Bylaw No. 955, 2010 and Zoning Bylaw Amendment Bylaw No. 956, 2010.

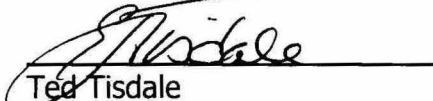
Michael Rosen

**Attachments:**

- 1) *Bylaw 955, 2010*
- 2) *Bylaw 956, 2010*

**Reviewed by Chief Administrative Officer:**

Legislation allows for "form and character" considerations on multi-family, commercial, etc. developments, but not single family. Legally, Council cannot require the owner to provide a covenant for form and character on a single family lot, but could request the owner to voluntarily agree.

  
Ted Tisdale  
Chief Administrative Officer



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 955**

**A bylaw to amend Village of Harrison Hot Springs  
Official Community Plan Bylaw 864, 2007**

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

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

**I. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 955, 2010".

**II. MAP AMENDMENT**

- A. That Schedule 1B, the Future Land Use Designation Map of the Village of Harrison Hot Springs Official Community No.864, be amended by redesignating the lands as outlined in heavy black outline and cross-hatched on Schedule 1 of this Bylaw from the **Tourist Commercial** to **Low Density Residential**.
- B. That the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

**III. READINGS AND ADOPTION**

READ A FIRST TIME THIS                      DAY OF                      , 2010

READ A SECOND TIME THIS                      DAY OF                      , 2010

A PUBLIC HEARING WAS HELD ON THE                      DAY OF                      , 2010

READ A THIRD TIME THIS                      DAY OF                      , 2010

ADOPTED THIS                      DAY OF                      , 2010

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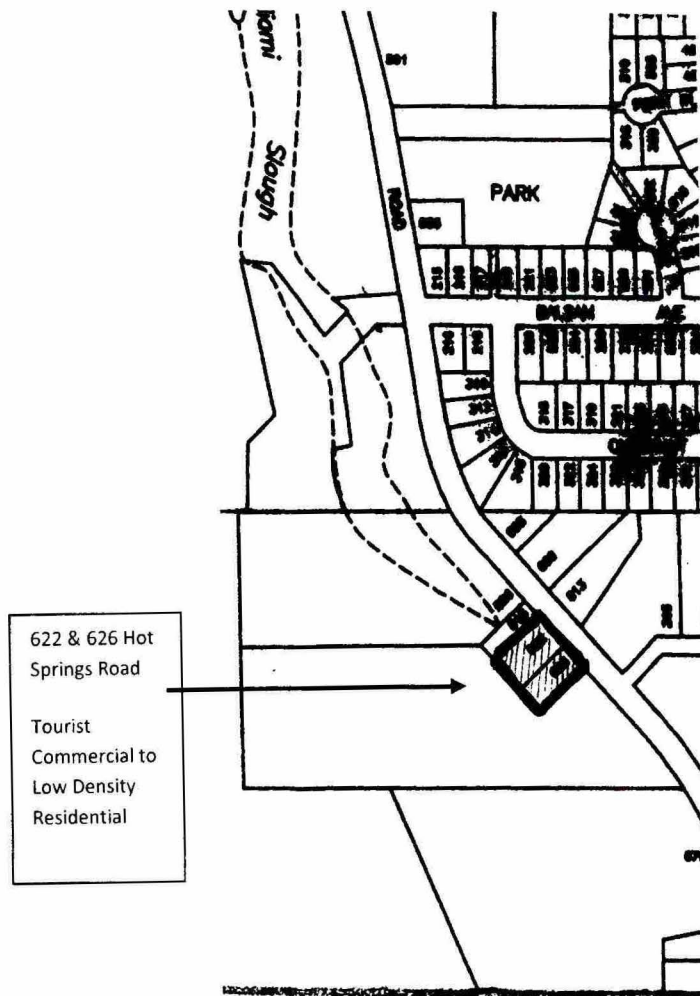
Mayor

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Corporate Officer

**Schedule 1 of Bylaw 955**

Village of Harrison Hot Springs







**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 956**

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

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

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

**I. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Bylaw Amendment Bylaw No. 956, 2010".

**II. MAP AMENDMENT**

- A. That Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 672, be amended by rezoning the lands as outlined in heavy black outline and cross-hatched on Schedule 1 of this Bylaw from the **Tourist Commercial (C-5)** zone to the **Residential 1 (R-1)** zone.
- B. That the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

**III. READINGS AND ADOPTION**

READ A FIRST TIME THIS                      DAY OF                      , 2010

READ A SECOND TIME THIS                      DAY OF                      , 2010

A PUBLIC HEARING WAS HELD ON THE                      DAY OF                      , 2010

READ A THIRD TIME THIS                      DAY OF                      , 2010

ADOPTED THIS                      DAY OF                      , 2010

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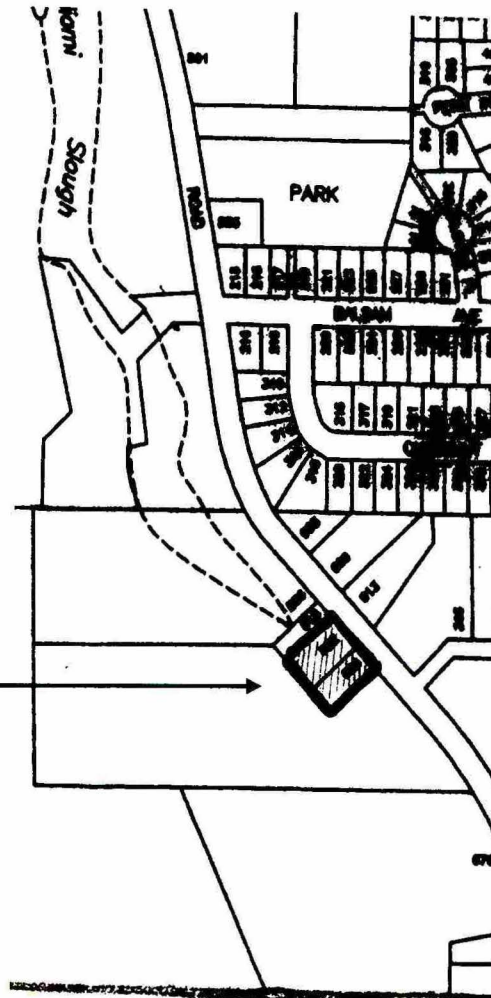
Mayor

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Corporate Officer

## Schedule 1 of Bylaw 956

## Village of Harrison Hot Springs

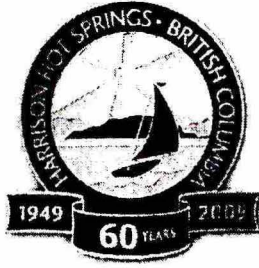


622 and 626 Hot Springs Road  
Tourist Commercial (C5) to  
Residential 1 (R1)









## **VILLAGE OF HARRISON HOT SPRINGS**

# **TERMS OF REFERENCE Agassiz-Harrison Harbour Commission**

### **COMPOSITION**

The Harbour Commission is a locally controlled organization with representation from Harrison Hot Springs and the District of Kent. The Council of Harrison Hot Springs appoints a member from Harrison Hot Springs to serve as Chair of the Harbour Commission. Representation of the Department of Fisheries and Oceans (DFO), RCMP, Nav Waters, Ministry of the Environment and other agencies deemed appropriate by the Commission may also serve as non-voting members and participation of these agencies will be at the discretion of the Commission.

### **RESPONSIBILITY**

1. The Harbour Commission will have responsibility for the effective management of the lakeshore, docks and wharfs; referred to collectively as the "Harbour" within the jurisdiction of the District of Kent and the Village of Harrison Hot Springs.
2. The Harbour Commission will:
  1. Prepare and annual operating budget for approval by the Councils of the District of Kent and the Village of Harrison Hot Springs.
  2. Prepare a five (5) year strategic plan identifying Capital Programs and enhanced tourism strategies, to expand the viability of the Harbour.
  3. Expend funds as contained in approved budgets.
  4. Annually in the fall present to the Councils of the District of Kent and the Village of Harrison Hot Springs a proposed work plan for the upcoming year and a five (5) year projection.
  5. Provide, advise/recommendations to respective Councils on issues referred to it, by those Councils.
  6. Manage all aspects of the Harbour to ensure it functions in compliance with Councils policies, bylaws and other legislation.





## VILLAGE OF HARRISON HOT SPRINGS

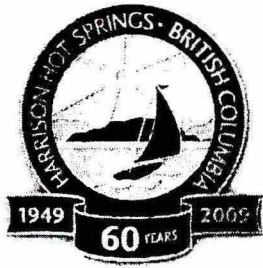
# TERMS OF REFERENCE Agassiz-Harrison Harbour Commission

### 3. Governances

1. A quorum will consist of fifty percent (50%) plus one of the commissioners appointed.
2. If the Chair is not present for a meeting, the remaining commissioners providing there is a quorum, will elect an Acting Chair.
3. The Chair may make recommendations, to the Commission, for the establishment of committee(s) of the commission and the appointment of members to committee(s).
4. All issues will be resolved by a simple majority of members present at the meeting.
5. The Chair will also vote on all issues. In the event of a tie vote the Chair will cast the deciding vote. It is recognized that under the tie breaking vote, the Chair's deciding vote will be the Chair's second vote.
6. Members who abstain from voting will be considered as voting in the affirmative.
7. With exception of sections contained in these terms of reference, the Village of Harrison Hot Springs Council procedural bylaw will prevail.
8. The Commission will conduct its business in a public meeting, unless the sensitivities of an issue require that it be addressed in camera.







# VILLAGE OF HARRISON HOT SPRINGS

## TERMS OF REFERENCE

### Agassiz-Harrison Lakeshore Plan

#### **Project Purpose**

To ensure dialogue with all sectors of the community, stakeholders, and partners in realising the Harrison Lakeshore vision, Harrison Lake Harbour Commission is seeking to develop a Harrison Lakeshore Plan (the Plan). The Plan will be a strategic visioning document for the Harrison Harbour Commission, as well as the Village of Harrison Hot Springs and the District of Kent for future development and re-development of the Harrison Lakeshore. The development of this Plan will involve comprehensive consultation with all stakeholders and partners, including the First Nations. The end goal is the creation of a consensus based vision for the Harrison Lakeshore.

#### **Scope**

The Harrison Lakeshore Plan will focus on the waterfront beach areas as well as the marinas, and include docks and wharfs; referred to collectively as the "Harbour" within the jurisdiction of the District of Kent and the Village of Harrison Hot Springs. The Plan will cover and address the following topics: lakeshore land use (including foreshore and water lots), waterfront development and redevelopment, lakeshore amenities (parking, washrooms, boat launch ramps, etc.), economic and tourism opportunities (aquatic facility, extension of walkways, float plane dock improvements, etc.), and the environmental sustainability of the area.

#### **Role of the Fraser Basin Council**

The role of the Fraser Basin Council is to advise and assist the Harrison Lake Harbour Commission in engaging the stakeholders and maximising community participation in undertaking the Plan, thus helping to turn the harbour vision into reality. In this capacity the Fraser Basing Council will:

- Identify and engage community members, stakeholders, and partners in the Harrison Lakeshore Planning process;
- Plan, organise, and implement a "round-table" style consultation process (the number of meetings to be negotiated);
- Produce detailed meeting notes with consensus summaries;
- Establish a clear list identifying development and redevelopment projects and prioritising them for the Harrison Lakeshore Plan;
- Work with municipal staff, and possibly other consultants, in managing the public consultation portion of the Harrison Lakeshore Planning process.

#### **Funding**

This initiative will be jointly funded between the Village of Harrison Hot Springs and the District of Kent. Grants and other additional funding sources may be utilised.

#### **Timeline**

The Plan is to be completed in 2011, with the consultation portion finishing by June 2011.

