



# VILLAGE OF HARRISON HOT SPRINGS

## NOTICE OF MEETING AND AGENDA

# REGULAR COUNCIL MEETING

**Date:** Monday, May 9, 2011  
**Time:** 7:00 p.m.  
**Location:** Council Chambers, Memorial Hall, 290 Esplanade Avenue,  
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 OF COUNCIL MINUTES</b>			
<input type="checkbox"/> Regular Council Meeting Minutes – April 11, 2011		THAT the minutes of the Regular Council Meeting of April 11, 2011 be adopted.	Item 4.1 Page 1
<input type="checkbox"/> Public Hearing – April 11, 2011		THAT the notes of the Public Hearing be received.	Item 4.2 Page 9
<input type="checkbox"/> Special Council Meeting Minutes – April 14, 2011		THAT the minutes of the Special Council Meeting of April 14, 2011 be adopted	Item 4.3 Page 13
<input type="checkbox"/> Special Council Meeting Minutes – April 14, 2011		THAT the minutes of the Special Council Meeting of April 20, 2011 be adopted	Item 4.4 Page 17
<input type="checkbox"/> Special Council Meeting Minutes – April 14, 2011		THAT the minutes of the Special Council Meeting of April 28, 2011 be adopted	Item 4.5 Page 19
<b>5. BUSINESS ARISING FROM THE MINUTES</b>			
			Item 5.1
<b>6. CONSENT AGENDA</b>			
<b>i. Bylaws</b>			Item 6.i
<input type="checkbox"/> Bylaw No 972 – 2011-2020 Financial Plan			Page 23
<input type="checkbox"/> Bylaw No 973 – 2011 Tax Rate			Page 29





<p>Recommendation:</p> <p>THAT 2011-2020 Financial Plan Bylaw No. 972, and;</p> <p>THAT Tax Rate Bylaw No. 973, 2011 be adopted.</p>		
ii. <b>Agreements</b>	None	Item 6.ii
iii. <b>Committee/ Commission Minutes</b>	<p>Harrison Lake Harbour Commission of March 10, 2011</p> <p>Communities in Bloom of March 17, 2011</p> <p>Parks and Recreation Commission of March 22, 2011</p>	<p>Item 6.iii</p> <p>Page 33 Page 37 Page 39</p>
iv. <b>Correspondence</b>		Item 6 iv Page
<p>Recommendation:</p> <p>THAT the items on the Consent Agenda be received.</p>		
<b>7. DELEGATIONS AND PETITIONS</b>		
<input type="checkbox"/> Friends of the East Sector	Friends of the East Sector	Item 7.1 Page 43
<b>8. CORRESPONDENCE</b>		
<p>Letter dated April 18, 2011 - Ministry of Jobs, Tourism and Innovation</p> <p>Re: Most Small Business Friendly Community Award</p>		Item 8.1 Page 45
<p>Letter dated April 19, 2011 - UBCM</p> <p>Re: 2011/12 (Spring) Regional Community to Community Forum Program</p>		Item 8.2 Page 51
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>		
<b>10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>		
<b>11. REPORTS FROM MAYOR</b>		
<p><b>K. Becotte – verbal</b></p>		



## 12. REPORTS FROM COUNCILLORS

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

## 13. REPORTS FROM STAFF

<input type="checkbox"/> Alternative Evacuation Route – Hicks Lake	<p><b>Report of Corporate Officer – April 28, 2011</b> Re: Alternative Evacuation Route – Hicks Lake</p> <p>Recommendation:</p> <p>THAT the Village of Harrison Hot Springs and District of Kent Councils forward a joint letter to the Ministry Of Forests, Lands and Natural Resource Operations advising of the decision to abandon the Hicks Lake Forest Road as an alternative evacuation route due to the prohibitive costs to remediate the road.</p>	<p>Item 13.1 Page 53</p>
<input type="checkbox"/> Memorial Hall Renovation- Final Report	<p><b>Report of Chief Administrative Officer – April 29, 2011</b> Re: Memorial Hall Renovation – Final Report</p> <p>Recommendation:</p> <p>THAT Council receive the report for information.</p>	<p>Item 13.2 Page 59</p>
<input type="checkbox"/> Development Variance Permit Application - 0754817 BC LTD.	<p><b>Report of Planning Consultant – May 3, 2011</b> Re: Development Variance Permit Application – 0754817 BC LTD, Lot 15, Except Parcel A &amp; Parcel B, Sec 12, Twp 4, Rge 29 NWD, Plan 5519, Hot Springs Road</p> <p>THAT Council authorize the issuance of a Development Variance Permit 03-2011 for a 75 space recreational vehicle park on Lot 15, Except Parcel A &amp; Parcel B, Sec 12, TWP 4, Rge 29, NWD, Plan 5519 generally in accordance with the site plan prepared by Precision Building and Design Associates Ltd.</p>	<p>Item 13.3 Page 63</p>
<input type="checkbox"/> Beach Front Works – RMI Funds	<p><b>Report of Chief Administrative Officer – May 3, 2011</b> Re: Beachfront Works – RMI Funds</p> <p>Recommendation:</p> <p>THAT Council approve the project with an allocation of \$150,000.00 from this year's RMI budget subject to the acceptance of the overall RMI strategy, and further that the project be deferred until after the tourism season (September start).</p>	<p>Item 13.4 Page 71</p>
<input type="checkbox"/> Harrison Festival of the Arts Request for Street Closure	<p><b>Report of Accounts Clerk – May 4, 2011</b> Re: Harrison Festival of the Arts Request for Street Closure</p> <p>Recommendation:</p>	<p>Item 13.5 Page 75</p>



<p><input type="checkbox"/> 2010 Audited Financial Statements</p>	<p>THAT Council approves the closure of a portion of Maple Street between Esplanade and Lillooet Avenues from approximately 8:00 a.m. – 5:00 p.m. on Wednesday, July 13, 2011 for use during Children’s Day in and around Memorial Hall; and</p> <p>THAT Council permit the placement of the Festival Banner at the Plaza provided it is installed in accordance with any direction or requirement of the Public Works Foreman or his designate.</p> <p><b>Report of Director of Finance – May 4, 2010</b> Re: 2010 Audited Financial Statements</p> <p>Recommendation:</p> <p>THAT the 2010 Audited Financial Statements of the Village of Harrison Hot Springs be adopted.</p>	<p>Item 13.6 Page 81</p>
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#### 14. BYLAWS

<p><input type="checkbox"/> OCP Amendment Bylaw No. 961, 2011</p>	<p><b>Report of Planning Consultant – May 2, 2011</b> Re: Neighbourhood Planning Area 2 – Results of Public Hearing Official Community Plan Amendment Bylaw No. 961, 2011</p> <p>Recommendations:</p> <ol style="list-style-type: none"> <li>1. THAT the report from the Planning Consultant on the public hearing regarding “Village of Harrison Hot Springs Official Community Plan Amendment No. 961, 2011: be received;</li> <li>2. THAT “Village of Harrison Hot Springs Official Community Plan Amendment Bylaw NO. 961, 2011: be read a third time; and</li> <li>3. THAT “Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011” be read a fourth and final time.</li> </ol>	<p>Item 14.1 Page 103</p>
<p><input type="checkbox"/> Alternative Approval Process – Water Treatment Project – Bylaw No. 975</p>	<p><b>Report of Director of Finance – May 5, 2011</b> Re: Alternative Approval Process – Water Treatment Project</p> <p>Recommendation:</p> <p>THAT staff be directed to initiate the Alternative Approval Process for the purposes of borrowing \$450,000 for the water treatment capital project.</p>	<p>Item 14.2 Page 123</p>
<p><input type="checkbox"/> Hotel Room Additional Tax Levy – Bylaw No. 976</p>	<p><b>Report of Corporate Officer – May 5, 2011</b> Re: Hotel Room Additional Tax Levy</p> <p>Recommendation:</p> <p>THAT Bylaw No. 976 Hotel Room Additional Tax Levy be received for first, second and third reading.</p>	<p>Item 14.3 Page 127</p>





<b>□ Highway and Traffic Bylaw No. 974</b>	<b>Report Chief Administrative Officer – May 6, 2011</b> Re: Highway and Traffic Bylaw No. 974  Recommendation:  THAT Council provide three readings to the Highway and Traffic Bylaw No. 974.	<b>Item 14.4 Page 131</b>
<b>15. QUESTIONS FROM THE PUBLIC (PERTAINING TO AGENDA ONLY)</b>		

<b>16. ADJOURNMENT</b>



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

DATE: April 11, 2011  
TIME: 7:00 p.m.  
PLACE: Memorial Hall, 290 Esplanade Ave.

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

CAO, Ted Tisdale  
Corporate Officer, Debra Key  
CEDO, Andre Isakov

Recording Secretary, Krystal Burr

ABSENT:

1. CALL TO ORDER

The Mayor called the meeting to order at 8:23 p.m.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved by Councillor Perry  
Seconded by Councillor Jackson

THAT the agenda be approved.

CARRIED  
UNANIMOUSLY

4. ADOPTION AND RECEIPT OF MINUTES

☐ Regular Council Meeting  
Minutes – March 14, 2011

Moved by Councillor Jackson  
Seconded by Councillor Harris

THAT the minutes of the Regular Council Meeting of March 14, 2011  
be adopted.

CARRIED  
UNANIMOUSLY

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2011*

☐ Special Council Meeting  
Minutes – March 30, 2011

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT the minutes of the Special Council Meeting of March 30, 2011  
be adopted.

CARRIED  
UNANIMOUSLY

5.

BUSINESS ARISING FROM THE MINUTES

None

CONSENT AGENDA

i. Bylaws

☐ Bylaw No 969 – Pre-Authorized Payments  
☐ Bylaw No 970 – Boat Launch and Parking Lot Regulation

Recommendation:

THAT Bylaw No. 969, 2011 Pre-authorized payments Bylaw and;

THAT Bylaw No. 970, 2011 Boat Launch and Parking Lot  
Regulation Bylaw be adopted.

Moved by Councillor Jackson  
Seconded by Councillor Perry

THAT the Bylaw No. 969, 2011 Pre-authorized Payments Bylaw and  
Bylaw No. 970, 2011 Boat Launch and Parking Lot Regulation Bylaw  
be adopted.

ii. Agreements

CARRIED  
UNANIMOUSLY

iii. Committee/  
Commission  
Minutes

None

iv. Correspondence

Harrison Lake Harbour Commission of January 13, 2011  
Economic Development Commission of January 19, 2011  
Parks and Recreation Commission of February 22, 2011  
Communities in Bloom of March 17, 2011

None

Moved by Councillor Kenyon  
Seconded by Councillor Perry

THAT the items on the consent agenda be received.



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2011*

CARRIED  
UNANIMOUSLY

DELEGATIONS

☐ Bokashicycle

Bokashicycle Foodwaste Processing

A presentation was provided to Council with regards to food waste and the process of breaking food down. A website was provided for any further information on this food waste process. [www.Bokashicycle.com](http://www.Bokashicycle.com).

8. CORRESPONDENCE

9. BUSINESS ARISING OUT OF CORRESPONDENCE

REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE  
AND COMMISSIONS

☐ Parks and Recreation  
Commission – March 22,  
2011

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT memorial bench requests be placed on hold until 2012 when an overall redevelopment plan is in place.

CARRIED  
UNANIMOUSLY

☐ CIB – Operation Pitch-In

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT the Village participate in Operation Pitch-In as a patron.

CARRIED  
UNANIMOUSLY

☐ CIB – smoking ban in  
outdoor public areas

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT the Council consider banning smoking in outdoor public places including the beachfront.

CARRIED  
UNANIMOUSLY

10.

REPORTS FROM MAYOR

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2011*

Was invited to speak at the RCMP Regional Recognition and Service Awards in Chilliwack.

Had an information meeting last week at the Memorial Hall with Cloud Works Energy.

Attended the 10<sup>th</sup> Birthday of the Fraser Valley Regional Library for the Agassiz/Harrison branch in Agassiz.

April 11, 2011 attended a forestry signing agreement between Seabird Band and the Ministry of Forests.

A reminder to the public if you are interested in serving on our Community Sustainability Action Team to contact Andre Isakov at the Village office.

**11.**

**REPORTS FROM COUNCILLORS**

**Councillor Harris**

Communities in Bloom meeting at 2:30 p.m. on Thursday April 14, 2011.

The Waste Water Treatment Plant has progressed past the danger zone where the work was being influenced by the rising lake levels.

Cascia developments are wrapping on their offsite works.

**Councillor Kenyon**

Attended the meeting of the Board of Governors at University of the Fraser Valley on behalf of the Mayor. It was the first time they had met in Harrison Hot Springs.

May 4, 2011 the Chambers of Commerce is having a workshop at the Harrison Hot Springs Resort on social media.

**Councillor Jackson**

Executive Director of Harrison Tourism Society has resigned. Councillor Jackson has taken over the file for additional Hotel Room Tax.

**Councillor Perry**

Was unable to attend the Agassiz Healthy Communities Meeting on March 17, 2011.

March 24, 2011 attended an open house at Cheam Village.

Will be attending the veterans dinner April 12, 2011 at the Agassiz Legion.

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April 11, 2011*

REPORTS FROM STAFF

☐ Local Government Awareness  
Week – April 6, 2011

**Report of Community and Economic Development Officer – April 6, 2011**

**Re: Local Government Awareness Week**

The Economic and Development Officer gave an overview of the list of proposed events for Local Government Awareness Week.

Moved by Councillor Jackson  
Seconded by Councillor Perry

THAT Council approve the Village holding an open house on May 16, 2011 during Local Government Awareness Week and endorse the events as presented in this report.

CARRIED  
UNANIMOUSLY

☐ Development Permit  
Application – 270 Esplanade  
– April 7, 2011

**Report of Village Planner, Michael Rosen – April 7, 2011**

**Re: Development Permit Application – Hot Spring Holdings LTD. Inc. No. 023183 (Hot Springs Villa Hotel), Parcel A, Lot 3, Block 2, Sec. 13, Tp. 4, Range 29, W6, NWD, Plan 251, 270 Esplanade Ave**

Moved by Councillor Perry  
Seconded by Councillor Harris

THAT Council authorize the issuance of a Development Permit to the owners of the Hot Springs Villas on Parcel a, Lot 3, Block 2, Sec. 13, Tp. 4, Range 29, W6, NWD, Plan 251 at 270 Esplanade Avenue to upgrade the front façade of the building generally in accordance with the drawing package prepared by T. St. John, issuance of said Permit to be subject to resolving signage and potential encroachment issues to the satisfaction of staff.

CARRIED  
UNANIMOUSLY

Councillor Harris excused himself from the Chambers at 9:24 p.m. due to a potential conflict of interest as he is an employee of Civic Consultants.

Moved by Councillor Jackson  
Seconded by Councillor Perry

**Report of Village Planner, Michael Rosen – April 7, 2011**

**Re: Development Permit/Development Variance Permit Application, 0754817 BC LTD., Lot 15, Except Parcel A & Parcel B, Sec 12, Twp 4, Rge 29, NWD, Plan 5519, Hot Springs Road**



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2011*

□Development  
Permit/Development  
Variance Permit Application  
– April 7, 2011

THAT Council authorize the issuance of a Development Permit to the owners of Lot 15, Except Parcel A & Parcel B, Sec 12, Twp 4, Rge 29, NWD, Plan 5519 (Hot Spring Road) to develop a 75 space recreational vehicle park generally in accordance with the drawing package prepared by Precision Building and Design Associates Ltd., dated 11 January 2011, issuance of said Permit to be subject to:

- a. Including a condition within the Permit that will require the registration of a no-build and no-vegetation removal restrictive covenant on the land within Zones A and B as identified in the geotechnical report prepared by Hay and Company report dated 23 December 2005 and referenced within the letter from EBA dated 21 March 2011;
- b. The submission of a site plan and elevation drawings for the proposed service building;
- c. The submission of a landscape plan that provides details on the landscaped screen along Hot Springs Road and along the northern edges of the subject property;
- d. The provision of a security deposit to the Village for the landscaping component of the project in an amount acceptable to Chief Administrative Officer or his designate; and
- e. The submission of an updated arborist report that better identifies tree removal, retention, and replanting areas.

CARRIED  
UNANIMOUSLY

Councillor Harris re-entered the Chambers at 9:44 p.m.

Report of Chief Administrative Officer – April 7, 2011

Re: Amendment to the Liquor License for the Executive Hotel

Moved by Councillor Jackson

Seconded by Councillor Kenyon

THAT Council supports the amendment to the Executive Hotel's Liquor license number 302872 to allow entertainment within the facilities.

CARRIED  
UNANIMOUSLY

□Amendment to the Liquor  
License for the Executive  
Hotel – April 7, 2011

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2011*

13.

BYLAWS

☐ OCP Amendment Bylaw  
No. 961, 2011

Re: OCP Amendment Bylaw No. 961, 2011

Moved by Councillor Kenyon  
Seconded by Councillor Jackson

THAT Bylaw No. 961, 2011 Official Community Plan Amendment  
Bylaw be referred to the Council meeting on May 9, 2011.

CARRIED  
UNANIMOUSLY

☐ Rezoning Amendment –  
Boat Launch Parking –  
Bylaw No. 963 – March 24,  
2011

Report of Corporate Officer – March 24, 2011  
Re: Rezoning Amendment – Boat Launch Parking

Moved by Councillor Jackson  
Seconded by Councillor Kenyon

THAT Zoning Amendment Bylaw No. 963, 2011 be received for third  
reading.

CARRIED  
UNANIMOUSLY

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT Zoning Amendment Bylaw No. 963, 2011 be adopted.

CARRIED  
UNANIMOUSLY

☐ Building Regulation Bylaw  
No. 965, 2011 – March 8,  
2011

Moved by Councillor Jackson  
Seconded by Councillor Harris

THAT Building Regulation Bylaw No. 965, 2011 be received for third  
reading.

CARRIED  
UNANIMOUSLY

14.

QUESTIONS FROM THE PUBLIC

A member of the public addressed the zoning for the proposed  
Development Permit.

A member of the public addressed a concern of the potential



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development behind the fire hall.

ADJOURNMENT

Moved by Councillor Jackson  
Seconded by Councillor Perry

THAT the meeting be adjourned.

The meeting adjourned at 10:03 p.m.

CARRIED  
UNANIMOUSLY

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Ken Becotte  
Mayor

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Debra Key  
Corporate Officer

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VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF PUBLIC HEARING OF  
OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and  
ZONING AMENDMENT BYLAW NO. 963, 2011

DATE: April 11, 2011  
TIME: 7:00 p.m.  
PLACE: Council Chambers, Memorial Hall, 290 Esplanade

IN ATTENDANCE: Mayor Becotte  
Councillor Perry  
Councillor Jackson  
Councillor Kenyon  
Councillor Harris  
  
Ted Tisdale, Chief Administrative Officer  
Michael Rosen, Planning Consultant  
Andre Isakov, Community and Economic Development  
Officer  
Debra Key, Corporate Officer  
  
Krystal Burr, Recording Secretary

(1) Call to  
Order

CALL TO ORDER

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

(2)

PROCEDURE FOR PUBLIC HEARING

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

Official Community Plan Bylaw Amendment Bylaw No. 961, 2011 (the "Village")

Chief Administrative Officer/Corporate Officer read out the proposed amendment to the Official Community Plan Amendment Bylaw No. 961, 2011 for Council's consideration.

The Mayor reported that one email and one letter were received.

The Village's planning consultant, Michael Rosen, gave a brief overview of the bylaw amendment.

VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF THE PUBLIC HEARING  
OF OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and ZONING AMENDMENT BYLAW NO. 963, 2011  
*April 11, 2011*

(3) PUBLIC COMMENTS

Leslie

Q – Why are you trying to convince us that this is not going to change the bylaws with zoning applications? If it is a high density lots then what about the mandatory sprinkler requirements? Why is there a rush on the beachfront high density?

A – This does not change the zoning it creates opportunities to change the zoning. Council is never obligated to change zoning. Anything that is going to be considered for a building permit will have to be approved through the Building Code.

Zolton Kiss 531 Echo

Q – I am going to be landlocked because none of this is going to apply to me. I am opposed. It states in the OCP that to give stability to the community it will last a minimum of 5 years. When we started this study group the allowable houses/residents per acre were 8 and now it is 12 and 30 per acre for a low rise apartment. This item was not addressed in our study group. The concept of coach houses were discussed, on paper it sounds really good except we do not have a flood area where we have to build up to which is basically 5 feet, so that small cottage will not be little it will be a full house. The traffic at Lillooet and Eagle was not addressed; it should have had a traffic study done.

Karl Dopf 595 Lillooet

Q – Is there assurance from Council that when the lakeshore plan is looked at that their C2 zoning does not change? There are concerns with the access points off of Lillooet Avenue. For the medium density buildings what sort of parking will be required for their visitors? He is opposed of medium density buildings as there are enough apartment/condominiums in the community already. There are two different lot sizes in the proposal and some clarification on that is requested.

John Allen 398 Hot Springs Road

Q – there is a water line that runs the length of Echo Avenue all the way to the mountain, but there is no water line between Eagle Street and Rockewell Drive on Lillooet. He is objecting against closing Mount Street as it has been around since 1889. He is unsure why this is in front of Council as no one in the neighbourhood has asked for it. Encouraging development is good but you have to consider the people that live in one of the more historical area of Harrison. This Council and the Council before does not have respect for the neighborhoods when considering these applications.



VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF THE PUBLIC HEARING  
OF OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and ZONING AMENDMENT BYLAW NO. 963, 2011  
*April 11, 2011*

Bernard 555 Echo Avenue

Q – How can you promote or enforce catering to full time residents? Housing societies can be very good but in many cases are very controversial.

Andy 592 Echo Avenue

Is in support of this change. Change is healthy in communities. The proposal does incorporate a number of different people's desires of what they are looking for in their neighbourhood.

Zolton Kiss – 531 Echo Avenue

Q - The OCP states that one of the ways we can increase density in the community is infill, during the study group there was a suggestion that there is a few empty lots that could be built on to increase density.

The Mayor called for a second time for submissions to Council regarding Bylaw No. 961, 2011 Official Community Plan Amendment.

The Mayor called for the third and final time for submissions to Council regarding Bylaw No. 961, 2011 Official Community Plan Amendment Bylaw.

Public hearing concluded for Bylaw No. 961, 2011 at 8:04 p.m.

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

Zoning Amendment Bylaw No. 963, 2011 (the "Village")

Chief Administrative Officer/Corporate Officer read out the proposed amendment to the Zoning Amendment Bylaw No. 963, 2011 for Council's consideration.

The Mayor reported that one letter was received.

The Chief Administrative Officer/Corporate Officer presented the bylaw amendment.

VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF THE PUBLIC HEARING  
OF OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and ZONING AMENDMENT BYLAW NO. 963, 2011  
*April 11, 2011*

(3) PUBLIC COMMENTS

Zakton Kiss 531 Echo

Q – When I walk up Spruce to the boat launch I noticed that Council painted some pedestrian crosswalks. I attended a meeting at the Hotel for a plan for the beach front and how it could be developed over a period of time, the concept was to have something related to the boat launch but all I see around there now is boat, trailers and trucks, which is a traffic hazard to have all the action at the boat launch. Why are we in the business of providing boat launching to people outside of the community when there was revenue of less than \$60,000.00.

A – The owners of the property are here with us and declined to comment.

Q – Are there any plans for paving that parking lot?

A – No

John Allen – 398 Hot Springs Road

Q – Submission was read out loud. I believe you owe the public an explanation as to why you are rezoning these properties. I do not approve of the spot zoning.

The Mayor called for a second time for submissions to Council regarding Bylaw No. 963, 2011 Zoning Amendment Bylaw.

The Mayor called for the third and final time for submissions to Council regarding Bylaw No. 963, 2011 Zoning Amendment Bylaw.

(4) CONCLUSION

The public hearings concluded at 8:20 p.m.

Certified a true and correct copy of the record of the Official Community Plan Amendment Bylaw No. 961 and Zoning Amendment Bylaw No. 963 Public Hearing held April 11, 2011 in the Council Chambers, 290 Esplanade Avenue, Village of Harrison Hot Springs, BC

\_\_\_\_\_  
Ken Becatte  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING

DATE: April 14, 2011  
TIME: 9:30 a.m.  
PLACE: Council Chambers

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

Ted Tisdale, Chief Administrative Officer  
Dale Courtice, Director of Finance  
Debra Key, Corporate Officer  
Peggy Parberry, Manager of Revenue Services  
Andre Isakov, Economic Development Officer

Shawn Keim, Recording Secretary

ABSENT:

(1)  
Call to Order

CALL TO ORDER

Mayor Becotte called the meeting to order at 9:30 a.m.

(2)

INTRODUCTION OF LATE ITEMS

Report of Manager of Revenue Services – April 13, 2011  
Re: Sewer User Charge Amendment Bylaw No. 971, 2011

Report of Corporate Officer – April 1, 2011  
Re: Earth Day

(3)

APPROVAL OF AGENDA

Moved by Councillor Kenyon  
Seconded by Councillor Jackson

THAT the agenda be approved.

CARRIED  
UNANIMOUSLY

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING  
*April 14, 2011*

(4)

CONSENT AGENDA

i. Bylaws

☐ Bylaw No. 965 – Building Regulation Bylaw

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT Bylaw No. 965, 2011 Building Regulation be adopted.

CARRIED  
UNANIMOUSLY

(5)

REPORTS FROM COUNCILLORS

Councillor  
Jackson

Reported that the Tourist Society will be interviewing four (4) short listed applicants for the position of Executive Director vacated with the resignation of Stephanie Key.

(6)

REPORTS FROM STAFF

Report of Corporate Officer – April 13, 2011  
Re: Earth Day

Moved by Councillor Kenyon  
Seconded by Councillor Harris

THAT the Village of Harrison Hot Springs participate in the 2011 Earth Day Canada by holding a planting event along the Miami River Greenway and Spring Park on Thursday, April 21, 2011.

CARRIED  
UNANIMOUSLY

Verbal Report of Teresa Baxter, Beach, Parks and Trails Lead Hand  
Re: Streetscape improvements for Memorial Hall and the corner of Lillooet Avenue and Maple Street

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING  
*April 14, 2011*

Moved by Councillor Kenyon  
Seconded by Councillor Jackson

THAT the Village proceed with the installation of a new flag pole, the refurbishing of benches and installation of paving stones or concrete in the seating area adjacent to Memorial Hall.

CARRIED  
OPPOSED: Councillor Jackson  
Councillor Perry

(7)

ITEMS FOR DISCUSSION

☐ 2011 Budget

The Director of Finance provided an overview of changes made to the budget since the last meeting.

Moved by Councillor Kenyon  
Seconded by Councillor Jackson

THAT the Village investigate other options to improve fire protection for the Village and not proceed with the purchase of the ladder truck from the City of Abbotsford Fire Department.

CARRIED  
UNANIMOUSLY

Moved by Councillor Jackson  
Seconded by Councillor Kenyon

THAT the Village borrow funds from its own reserves to repay MFA Debt Issue No. 75 that is currently due to be refinanced.

CARRIED  
UNANIMOUSLY

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING  
*April 14, 2011*

(8) BYLAWS

Report of Manager of Revenue Services – April 13, 2011  
Re: Sewer User Charge Amendment Bylaw No. 971, 2011

Moved by Councillor Jackson  
Seconded by Councillor Perry

THAT Sewer User Charge Amendment Bylaw No. 971 be received for first, second and third readings.

CARRIED  
UNANIMOUSLY

(9) ADJOURNMENT

Moved by Councillor Kenyon  
Seconded by Councillor Perry

THAT pursuant to section 90 (1) (d) of the *Community Charter*, the meeting be closed to the public at 11:05 a.m.

CARRIED  
UNANIMOUSLY

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Ken Becotte  
Mayor

---

Debra Key  
Corporate Officer

8286

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING

DATE: April 20, 2011  
TIME: 9:00 a.m.  
PLACE: Council Chambers

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

Ted Tisdale, Chief Administrative Officer  
Dale Courtice, Director of Finance  
Debra Key, Corporate Officer  
Peggy Parberry, Manager of Revenue Services

Cindy Richardson, Recording Secretary

ABSENT: Andre Isakov, Economic Development Officer  
Councillor Dave Harris

(1)  
Call to Order

CALL TO ORDER

Mayor Becotte called the meeting to order at 9:00 a.m.

(2)

INTRODUCTION OF LATE ITEMS

(3)

APPROVAL OF AGENDA

Moved by Councillor Perry  
Seconded by Councillor Jackson

THAT the agenda be approved.

CARRIED  
UNANIMOUSLY

(4)

CONSENT AGENDA

i. Bylaws  
☐ Bylaw No. 971 –Sewer  
User Charge Amendment  
Bylaw

Moved by Councillor Jackson  
Seconded by Councillor Perry

THAT Bylaw No. 971, 2011 Sewer User Charge Amendment Bylaw be adopted.

CARRIED  
UNANIMOUSLY



VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING  
*April 20, 2011*

(5) REPORTS FROM COUNCILLORS

(6) REPORTS FROM STAFF

☐ 2011 Budget

Director of Finance informed Council that the changes discussed at the April 14, 2011 meeting are reflected in the current copy of the budget. A review of the changes was provided for Council.

Moved by Councillor Jackson  
Seconded by Councillor Kenyon

THAT Council approve the repayment schedule for 2012-2015 to replenish the Community Amenities, Sick Leave/Retirement, Parkland Acquisition and Assessment reserves.

CARRIED  
UNANIMOUSLY

There was discussion of assessments of commercial properties and decreased properties values.

(7) ITEMS FOR DISCUSSION

(8) BYLAWS

(9) QUESTIONS FROM THE PUBLIC

A member of the public requested clarification regarding Bylaw 917 and public access to the information. He was informed that this information was available at the public meeting of April 14, 2011. There was also a question regarding the Harrison Beach Hotel and classification of taxation.

(10) ADJOURNMENT

Moved by Councillor Jackson  
Seconded by Councillor Perry

THAT the meeting be adjourned at 9:41 a.m.

CARRIED  
UNANIMOUSLY

\_\_\_\_\_  
Ken Becotte  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer



4/5

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING

DATE: April 28, 2011  
TIME: 4:00 p.m.  
PLACE: Council Chambers

IN ATTENDANCE: Mayor Ken Becotte  
Councillor Bob Perry  
Councillor Allan Jackson  
Councillor Dave Kenyon  
  
Ted Tisdale, Chief Administrative Officer  
Dale Courtice, Director of Finance  
Peggy Parberry, Manager of Revenue Services  
  
Cindy Richardson, Recording Secretary

ABSENT: Andre Isakov, Economic Development Officer  
Debra Key, Corporate Officer  
Councillor Dave Harris

(1)  
Call to Order

CALL TO ORDER

Mayor Becotte called the meeting to order at 4:00 p.m.

(2)

INTRODUCTION OF LATE ITEMS

Water Conservation Plan

(3)

APPROVAL OF AGENDA

Moved by Councillor Jackson  
Seconded by Councillor Kenyon

THAT the agenda be approved.

CARRIED  
UNANIMOUSLY

(4)

CONSENT AGENDA

i. Bylaws

(5)

REPORTS FROM COUNCILLORS

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING  
*April 28, 2011*

(6)

REPORTS FROM STAFF

☐ 2011-2020 Financial Plan

Director of Finance provided an overview of changes made to the Financial Plan which was outlined in the highlight sheet distributed at the beginning of the meeting. Operating costs, major capital projects, property taxes and assessments were reviewed. Councillor Kenyon noted the exceptional job by Village Staff in preparing the 2011 Financial Plan. Mayor Becotte agreed and elaborated on a few projects such as water and a new fire truck. Mayor Becotte requested questions from the public at this point.

A member of the public asked what % is put aside for amortization. Director of Finance informed that a specific number has not been established yet as this is a new program and will be discussed further with the Operations Manager when he begins employment with the Village.

A member of the public asked what the procedure is to take money out of a reserve. Director of Finance outlined the procedure and Council concurred with this answer.

A member of the public asked if under the expenditures the new management position wages are included. Director of Finance informed that yes the wages are included.

A member of the public asked a question regarding management wages and how many managers are included. Director of Finance stated that 6 managers are included.

☐ Water Conservation Plan

Moved by Councillor Kenyon  
Seconded by Councillor Jackson

THAT Council adopt the Water Conservation Plan Policy.

CARRIED  
UNANIMOUSLY

(7)

ITEMS FOR DISCUSSION

(3)

BYLAWS

☐ Bylaw No. 972 –  
Financial Plan 2011-2020  
Bylaw

Moved by Councillor Jackson  
Seconded by Councillor Kenyon

THAT Bylaw No. 972, 2011 Financial Plan 2011-2020 Bylaw receive first, second and third reading.

CARRIED  
UNANIMOUSLY

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL COUNCIL MEETING  
*April 28, 2011*

□ Bylaw No. 973 –Tax  
Rate Bylaw

Moved by Councillor Harris  
Seconded by Councillor Jackson

THAT Bylaw No. 973, 2011 Tax Rate Bylaw receive first, second and third reading.

CARRIED  
UNANIMOUSLY

(9) QUESTIONS FROM THE PUBLIC

(10) ADJOURNMENT

Moved by Councillor Jackson  
Seconded by Councillor Kenyon

THAT the meeting be adjourned at 5:02 p.m.

CARRIED  
UNANIMOUSLY

\_\_\_\_\_  
Ken Becotte  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer





**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 972**

**A Bylaw of the Village of Harrison Hot Springs to establish the Financial Plan for the years 2011-2020.**

WHEREAS the Community Charter requires the municipality to adopt a financial plan annually;

AND WHEREAS public consultation regarding the financial plan was provided by way of an open meeting;

NOW THEREFORE the Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2011-2020.
2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2011 – 2020.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 972, 2011"
4. Bylaw No. 938, 2010 – 2014 Financial Plan is hereby repealed.

**READ A FIRST TIME THIS 28<sup>th</sup> DAY OF APRIL, 2011**

**READ A SECOND TIME THIS 28<sup>th</sup> DAY OF APRIL, 2011**

**READ A THIRD TIME THIS 28<sup>th</sup> DAY OF APRIL, 2011**

**ADOPTED THIS        DAY OF MAY, 2011**

---

**Ken Becotte**  
Mayor

---

**Debra Key**  
Corporate Officer



Schedule A  
Bylaw No. 972  
Financial Plan  
2011 - 2020

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Revenues</b>										
Property Taxes - Residential	\$ 1,027,000	\$ 1,063,000	\$ 1,095,000	\$ 1,128,000	\$ 1,128,000	\$ 1,162,000	\$ 1,197,000	\$ 1,233,000	\$ 1,270,000	\$ 1,308,000
Property Taxes - Business	701,000	748,000	770,000	793,000	854,000	879,500	906,000	933,000	961,000	990,000
Property Taxes - Rec / Non Profit	58,500	63,000	65,000	67,000	69,000	71,000	73,000	75,000	77,000	79,500
Municipal Debt Taxes	26,100	26,100	26,100	26,100	26,100	26,100	26,100	26,100	26,100	26,100
Frontage Charges	383,050	383,000	383,000	383,000	383,000	383,000	383,000	383,000	383,000	383,000
Penalties and Interest	18,600	16,600	16,200	16,200	16,200	16,200	16,200	16,200	16,200	16,200
Revenue Taxes	30,200	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Payments in Lieu of Taxes	6,100	6,550	6,750	6,960	7,170	7,380	7,600	7,800	8,000	8,200
Sale of Services	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Revenues from Own Sources	757,500	737,500	733,100	733,100	674,600	733,100	734,600	738,600	733,800	733,800
Other Revenues	1,350	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050
DCC Revenues	257,000	245,600	643,700	332,500	1,200,800	696,400	898,600	543,500	1,847,300	1,813,000
Transfers from Other Governments	4,265,700	649,700	649,700	649,700	649,700	649,700	649,700	649,700	649,700	649,700
<b>Total Revenues</b>	<b>\$ 7,537,600</b>	<b>\$ 3,975,600</b>	<b>\$ 4,425,100</b>	<b>\$ 4,172,110</b>	<b>\$ 5,045,120</b>	<b>\$ 4,660,930</b>	<b>\$ 4,928,350</b>	<b>\$ 4,642,450</b>	<b>\$ 6,008,650</b>	<b>\$ 6,044,050</b>
<b>Expenditures</b>										
General Government	\$ 1,093,340	\$ 1,091,910	\$ 1,085,960	\$ 1,109,820	\$ 1,109,630	\$ 1,122,590	\$ 1,149,110	\$ 1,147,410	\$ 1,163,710	\$ 1,193,310
Community Services	238,380	202,130	205,130	201,830	201,730	198,730	198,730	198,730	198,730	198,830
Protective Services	237,120	171,750	148,500	148,300	148,300	150,100	150,100	149,100	149,100	149,100
Public Works	237,420	226,000	224,950	223,700	224,200	224,200	224,200	224,200	224,200	222,500
Transportation Services	142,850	126,650	127,650	127,650	129,650	132,650	132,650	132,650	132,650	132,650
Environmental and Public Health	129,350	96,700	127,350	127,350	127,350	127,350	127,350	127,350	103,350	127,350
Recreation and Culture	341,820	294,760	298,360	305,060	291,560	295,510	295,510	294,010	295,910	296,310
Sewer Utility	268,290	245,690	247,390	239,690	249,690	240,490	244,290	239,890	240,190	239,590
Water Utility	145,850	129,700	130,500	131,900	130,200	132,500	131,600	132,500	132,700	131,300
Debt - Interest	65,310	33,440	33,440	58,440	58,440	58,440	58,440	58,440	58,440	58,440
Amortization of capital assets	603,550	605,300	605,300	605,300	605,300	605,300	605,300	605,100	605,100	605,100
<b>Total Expenditures</b>	<b>\$ 3,503,280</b>	<b>\$ 3,224,030</b>	<b>\$ 3,234,530</b>	<b>\$ 3,279,040</b>	<b>\$ 3,276,050</b>	<b>\$ 3,287,860</b>	<b>\$ 3,317,280</b>	<b>\$ 3,309,380</b>	<b>\$ 3,304,080</b>	<b>\$ 3,354,480</b>
<b>Surplus (Deficit)</b>	<b>\$ 4,034,320</b>	<b>\$ 751,570</b>	<b>\$ 1,190,570</b>	<b>\$ 893,070</b>	<b>\$ 1,769,070</b>	<b>\$ 1,373,070</b>	<b>\$ 1,611,070</b>	<b>\$ 1,333,070</b>	<b>\$ 2,704,570</b>	<b>\$ 2,689,570</b>
<b>Capital, Debt , Reserve Transfers and Borrowing</b>										
Capital Expenditures	\$ (6,850,500)	\$ (664,500)	\$ (1,077,500)	\$ (738,000)	\$ (1,714,000)	\$ (1,130,000)	\$ (1,352,000)	\$ (912,000)	\$ (2,346,500)	\$ (2,321,500)
Repayment of debt	(579,370)	(166,370)	(165,370)	(23,370)	(23,370)	(23,370)	(23,370)	(23,370)	(23,370)	(23,370)
Replacement reserves	(343,000)	(526,000)	(553,000)	(737,000)	(637,000)	(825,000)	(841,000)	(1,003,000)	(940,000)	(950,000)
Reserves used for capital financing	2,865,000	-	-	-	-	-	-	-	-	-
Appropriation from surplus	45,000	-	-	-	-	-	-	-	-	-
Equity in tangible capital assets	603,550	605,300	605,300	605,300	605,300	605,300	605,300	605,300	605,300	605,300
Borrowing	225,000	-	-	-	-	-	-	-	-	-
	<b>\$ (4,034,320)</b>	<b>\$ (751,570)</b>	<b>\$ (1,190,570)</b>	<b>\$ (893,070)</b>	<b>\$ (1,769,070)</b>	<b>\$ (1,373,070)</b>	<b>\$ (1,611,070)</b>	<b>\$ (1,333,070)</b>	<b>\$ (2,704,570)</b>	<b>\$ (2,689,570)</b>
<b>Surplus (Deficit) plus Capital, Debt Reserve Transfers and Borrowing</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>



BYLAW NO. 972, 2011  
**SCHEDULE B**  
**2011 FINANCIAL PLAN OBJECTIVES AND POLICIES**

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Harrison Hot Springs is required to include in the Ten Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

### **Funding Sources**

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2011. Property taxes usually form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenues for services that are difficult or undesirable to fund on a user pay basis.

These include services such as:

- general administration;
- public works common services;
- roads and street maintenance;
- fire protection and bylaw enforcement;
- street lighting; and
- beach and parks maintenance.

During 2011 the Village will begin the upgrade of the existing Wastewater Treatment Plant. The existing Municipal Rural Infrastructure Funding (MRIF) \$2,720,000 and the Strategic Priorities Funding of \$92,000 has been approved to be transferred to this revised project. Other funding for this project is from Village reserves.

Government grants include both unconditional and conditional grants that are to be used for specified projects.

Transfers from reserves are used to assist in funding capital projects to lessen the burden on property and frontage taxes.

User fees and charges typically form the second largest proportion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services—these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

Table 1: 2011 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	16.6%	\$1,867,500
Frontage charges	3.4%	\$383,050
Government grants	37.9%	\$4,265,700
User fees and charges	6.8%	\$764,350
Reserve transfers	25.4%	\$2,865,000
Borrowing	2.0%	\$225,000
DCCs	2.3%	\$257,000
Other sources	5.6%	\$627,550

### Objectives

- For 2011 the Village is comfortable with the current mix of funding sources;
- To develop further funding sources to gain more revenue; and
- Endeavour to develop funding sources that will be sustainable over the short and long term.

### Policies

- Over time, decrease the Village's reliance on property taxes and focus on increasing revenue received from user fees and charges;
- Pursue cost recovery for water, sewer and other municipal services through appropriate user fees;
- Over the next two years review the total proportion of user fees and adjust as required;
- Ensure that user fees and charges are increased on a regular basis in line with inflation while ensuring that services remain affordable and competitive;
- Attempt to keep proportionate share of revenue from property taxes at a level similar to the average of comparable municipalities;
- Mitigate the impact on property taxes by applying for government grants;
- Endeavour to acquire resources whose primary responsibility is to seek out, apply for, and manage provincial and federal government grants.

## Distribution of Property Taxes

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class provides the largest proportion of the assessment base and consumes the majority of Village services.

**Table 2: Distribution of Property Tax Rates**

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	57.5%	\$1,027,000
Business (6)	39.2%	\$701,000
Recreation/Non-profit (8)	3.3%	\$58,500

## Objectives

- Village Council recognizes that residential tax payers are the predominant users of municipal services and therefore should bear a larger portion of the tax burden. Therefore review the ratio to see if changes are required; and
- Ensure that the Village is competitive with other similar sized municipalities in British Columbia.

## Policies

- Set property tax rates that are based on principals of equity and responsiveness to current economic trends;
- Regularly review and compare the Village's distribution of tax burden relative to other similar municipalities in British Columbia; and
- Ensure that property taxes are in line with goals and policies in the Official Community Plan and Regional Growth Strategy;
- Consider a property tax commission to review the Village's distribution of tax rates among the property classes, i.e. residential, business and recreational/non-profit.



### Permissive Tax Exemptions

The Village should consider how to support or encourage growth in the community through the use of permissive tax exemptions. For example;

- Is the financial loss of a permissive tax exemption to the social benefit?
- Is there evidence of long-term benefit from a revitalization tax exemption?
- Who will benefit directly or indirectly from permissive tax exemptions?
- Review all relevant considerations, factors and other advice in relation to permissive tax exemptions from the Ministry of Community Development.

### Objective

To actively pursue answers to the above and make appropriate recommendations as to whether a permissive tax exemption policy needs to be developed.

### Policy

The Village does not have an existing policy which guides the administration and approval of permissive tax exemptions.





## VILLAGE OF HARRISON HOT SPRINGS

### BYLAW NO. 973 TAX RATE BYLAW

#### A Bylaw to establish tax rates for 2011

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The Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS  
AS FOLLOWS:

1. The following rates are hereby imposed and levied for the year 2011.
  - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of Schedule I attached hereto and forming a part of this bylaw.
  - (b) For debt purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of Schedule I attached hereto and forming a part of this bylaw.
  - (c) For Regional Hospital District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "A" of Schedule II attached hereto and forming a part of this bylaw.
  - (d) For Regional District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of Schedule II attached hereto and forming a part of this bylaw.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rate Bylaw No. 973, 2011."
4. Bylaw No. 939, 2010 Tax Rate Bylaw is hereby repealed.

READ A FIRST TIME THIS 28<sup>th</sup> DAY OF APRIL, 2011

READ A SECOND TIME THIS 28<sup>th</sup> DAY OF APRIL, 2011

READ A THIRD TIME THIS 28<sup>th</sup> DAY OF APRIL, 2011

ADOPTED THIS        DAY OF MAY, 2011

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Ken Becotte  
Mayor

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Debra Key  
Corporate Officer

## BYLAW NO. 973, 2011

## SCHEDULE I

## GENERAL MUNICIPAL PURPOSES

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)		
	A GENERAL MUNICIPAL	B DEBT	TOTAL
1. Residential	3.22094	.04714	3.26808
2. Utilities	11.27329	.16499	11.43828
3. Supportive Housing	3.22094	.04714	3.26808
4. Major Industry	10.95120	.16028	11.11148
5. Light Industry	10.95120	.16028	11.11148
6. Business/Other	11.27329	.16499	11.43828
7. Managed Forest Land	9.66282	.14142	9.80424
8. Recreation/Non Profit	11.27329	.16499	11.43828
9. Farm	3.22094	.04714	3.26808

## BYLAW NO. 973, 2011

## SCHEDULE II

## GENERAL MUNICIPAL PURPOSES

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)		
	A REGIONAL HOSPITAL	B REGIONAL DISTRICT	TOTAL
1. Residential	.23879	.13324	.37203
2. Utilities	.83577	.46634	1.30211
3. Supportive Housing	.23879	.13324	.37203
4. Major Industry	.81189	.45302	1.26491
5. Light Industry	.81189	.45302	1.26491
6. Business/Other	.58504	.32644	.91148
7. Managed Forest Land	.71637	.39972	1.11609
8. Recreation/Non Profit	.23879	.13324	.37203
9. Farm	.23879	.13324	.37203





1.8

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

**DATE:** March 10, 2011  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers

**IN ATTENDANCE:** Ken Becotte, Chair  
Tony Nootebos  
Andre Isakov (CEDO)  
Dave Hampson  
  
Cindy Richardson, (Recording Secretary)

**ABSENT:** Sgt. Mike McCarthy  
Bill Hopkins  
Darcy Striker  
Darcey Kohuch  
Kerry Hilts

1. **CALL TO ORDER**

The Chair called the meeting to order at 10:03 a.m.

The Chair introduced Ms. Roberta Dight, Navigable Waters – Protection Program to the Commission members and thanked her for attending the meeting.

2. **LATE ITEMS**

3. **ADOPTION OF MINUTES**

☐ Adoption of Minutes **Moved by Dave Hampson**  
**Seconded by Tony Nootebos**

**THAT** the minutes of the Harrison Lake Harbour Commission meeting of January 13, 2011 be adopted.

**CARRIED**

4. **BUSINESS ARISING FROM THE MINUTES**

None

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING  
March 10, 2011  
PAGE (2)

5. DELEGATIONS/PETITIONS

Roberta Dight, Navigable Waters – Protection Program

Ms Dight informed the Commission of her geographic zone and services that she provides.

Items discussed included:

- The modernization of the protection act.
- A review of the Navigable Waters Protection Act.
- Ecological, emergency response, recreation and development issues.
- Approvals for placement of buoys through various departments such as federal, DOF, and regional jurisdictions was provided.
- Private buoy regulations.
- Placement of buoys.
- The Village's buoy application.
- Bylaw Enforcement. Ms. Dight stated that the water is Federal jurisdiction and the Village does not own the lakebed. Complaints can be called in to the Navigable Waters office and if possible will be addressed.
- A linear floating breakwater was discussed.
- Resources will be emailed and distributed.

The Chair thanked Ms. Dight for her presentation to the Commission.

6. CHAIRPERSON REPORT

☐ Boat Launch Update  
– Verbal

The Chair informed the Commission that Council will be reviewing the operator contract on Monday, March 14, 2011. Council has approved an amount for repairs on the boat launch ramp.

☐ Municipal Wharf  
Update – Verbal

The Chair stated that the final approval for this project is pending from ILMB who is waiting on DFO.

☐ Lakeshore Planning  
Update – Verbal

The Chair informed the Commission that the presentation to the District of Kent a few months ago regarding lakeshore planning was not fully embraced by the District of Kent at this point in time. The Harbour Commission will be able to discuss a few of these issues at their meetings. CEDO, A. Isakov stated that he has contacted some consultants regarding assistance with planning projects. The Chair stated that the Fraser Basin Council could also be a valuable resource.

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE HARRISON LAKE HARBOUR COMMISSION MEETING  
March 10, 2011  
PAGE (3)

7. ITEMS FOR DISCUSSION

☐ Terms of Reference  
for HLHC

The Chair discussed the changes to the document, future budgeting, grants and potential revenue.

Moved by Tony Nootebos  
Seconded by David Hampson

THAT the Harrison Lake Harbour Commission Terms of Reference be adopted.

CARRIED

☐ Blue Flag Program  
– Marinas, Beaches

A verbal report was provided by CEDO, Andre Isakov regarding the Blue Flag Program. This is a European program that has been very successful and could be beneficial in assisting the Village achieve goals for sustainability. Environmental standards, water quality, wheelchair access are some of the standards this document addresses. A free assessment would be provided through the Blue Flag Program to see if Harrison can meet the standards of the program.

Moved by Tony Nootebos  
Seconded by Dave Hampson

THAT the Harrison Lake Harbour Commission recommends to Council that the Village proceed with the Blue Flag Program.

CARRIED

8. ADJOURNMENT

Moved by Tony Nootebos  
Seconded by David Hampson

THAT the meeting be closed adjourned at a.m.

CARRIED

\_\_\_\_\_  
Ken Becotte (Chair)

\_\_\_\_\_  
C. Richardson (Recording Secretary)





6.3

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE COMMUNITIES IN BLOOM COMMITTEE

DATE: March 17, 2011  
TIME: 2:30 p.m.  
PLACE: Council Chambers, Harrison Hot Springs, BC

IN ATTENDANCE: Dave Harris, Chair  
Allan Jackson, Co-Chair  
Jane Kivett  
Maureen Wendt  
  
Cindy Richardson, Recording Secretary

ABSENT: Carol Hepnar  
Heather Coxon

1. CALL TO ORDER

The Chair called the meeting to order at 2:30 pm.

2. RECEIPT OF MINUTES

☐ Adoption of Minutes  
February 17, 2011

Moved by Maureen Wendt  
Seconded by Jane Kivett

THAT the minutes of the February 17, 2011, Communities in Bloom meeting be adopted.

CARRIED

3. CHAIRPERSON'S REPORT

None

COMMITTEE MEMBERS REPORT

None

4. ITEMS FOR DISCUSSION

☐ Entrance Planter – Teresa Baxter

Lead Hand, T. Baxter could not attend the meeting. Ms. Baxter has asked if the Committee wanted to design the front entrance planter. The members stated that this was already discussed and do not want to take this on. Possible incorporation of the new branding logo in the planter was discussed.

☐ Beachfront Furnishings – Andre Isakov

CEDO provided an overview of the Beachfront Development Plan that is currently in draft form and includes greener practices, banners, funding for community events, etc. Public input will be requested as the plan develops. The province has requested a draft by June 2011 but CEDO would like Council to review the plan by May 2011.

VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING  
March 17, 2011  
PAGE (2)

CEDO discussed items:

- Cigarette disposal units
- Big Belly garbage receptacles
- New flower beds and recycling options
- Previous motion for disallowing smoking in outdoor areas
- Possible lagoon fountain
- Sidewalk planters and maintenance
- A brief overview of the branding process was provided
- Local Government Awareness Week, May 16-20 and the Village will be hosting an event at Memorial Hall

☒ Review of Banner Submissions

The Committee members expressed that they would like 12 banners on six poles to be installed from mid to late October. CEDO expressed the options for installation of the banners. Potential funding for the project and sponsorship was discussed. The winners and prizes are yet to be decided. M. Wendt and J. Kivett will review the submissions and choose the winners.

☒ CiB Conference Registration

The Chair stated that the members are registered and quotes for hotel rooms and plane fares have been received. Six members will be attending. The Communities in Bloom magazine has asked if the Village wants to include an article and photos of the area. The Committee would need to respond before April 1, 2011 if they want to participate. M. Wendt and J. Kivett will work together on the article. The deadline for the article is April 21, 2011.

There was discussion of the Heritage Walk brochure and the updating needed to the document. This item will be discussed further at the next CiB meeting.

The next meeting will be held April 14, 2011 at 2:30 pm.

4.

ADJOURNMENT

Moved by Jane Kivett

Seconded by Maureen Wendt

The meeting adjourned at 4:00 p.m.

---

Dave Harris, Chair

---

Allan Jackson, Co-Chair

63

VILLAGE OF HARRISON HOT SPRINGS  
PARKS AND RECREATION COMMISSION MEETING

DATE: Tuesday, March 22, 2011  
TIME: 10:00 a.m.  
PLACE: Council Chambers

IN ATTENDANCE:

Ed Stenson, Chair  
Andre Isakov, CEDO  
Janne Perrin  
Donna Cooney  
Delphine Gornall  
Ruth Altendorf  
Ken Becotte, Mayor  
Todd Kabaluk

Recording Secretary, K. Burr

ABSENT:

Ted Tisdale, CAO  
Teresa Baxter  
Ken Burningham  
Dave Harris, Councillor

1. CALL TO ORDER

The Chair called the meeting to order at 10:03 a.m.

2. LATE ITEMS

a)Blue Flag Beach Program

Moved By Delphine Gornall  
Seconded by Donna Cooney

THAT the agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES

☐Adoption of  
February 22,  
2011 Minutes

Moved by Donna Cooney  
Seconded by Ruth Altendorf

THAT the minutes of the February 22, 2011, Parks and Recreation  
Commission meeting be adopted.

CARRIED

Errors and Omission

Item 3 should read "Janne Perrin" instead of "Jane Perrin"



VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING  
March 22, 2011  
PAGE (2)

4. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS/PETITIONS

6. CORRESPONDENCE

None

ITEMS FOR DISCUSSION

7.

☐ Memorials

It was noted that the beach front is going to be going through some redevelopment this year. Discussion of the Parks and Recreation Commission working with staff and the architects on this project.

Moved by Donna Cooney  
Seconded by Janne Perrin

THAT memorial bench requests be placed on hold until 2012 when an overall redevelopment plan is in place.

CARRIED

☐ Liability Insurance

It was noted that groups functioning under the Parks and Recreation Commission are not covered under the Village's liability insurance. All groups will be notified of how it will impact their operations.

☐ CEDO Report

RMI draft is complete and it will be going to Council on April 11, 2011. The branding process is coming along great and will hopefully be launched within a month. An Integrated Sustainability Group is in the process of being created.

☐ Trails

Some examples of nature signs were provided by the members.

☐ Campbell Lake  
Trail - grant

Discussion of trail signage of the Campbell Lake Trail went around the table. Talk about a grant from Mountain Equipment Co-op to get trail development started. It was noted that the Campbell Lake Trail is on Crown Land and is a designated trail in the Parks and Trail Sites BC. Discussion of other trails around the Harrison area were discussed.

☐ Beachfront Re-  
development

It was noted that the Commission was willing to provide input with respect to the beachfront re-development process.



VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE PARKS AND RECREATION COMMISSION MEETING  
March 22, 2011  
PAGE (3)

☐Beach  
Maintenance/Sand

It was noted that there is a lot of erosion on the beach that needs to be looked at.

☐Miami River  
Streamkeepers

Invasive weeds are being taking out of the Maimi River Greenway on a regular basis by the Streamkeepers.

☐East Sector

Renaming the East Sector was discussed around the table.

☐Blue Flag Beach  
Program

A video was shown that highlights the main points of the Blue Flag Beach Program.

3.

☐Adjournment

**ADJOURNMENT**

Moved by Delphine Gornall

Seconded by Donna Cooney

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

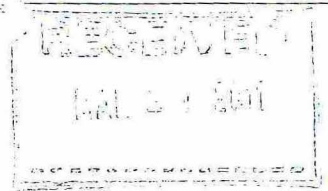
**CARRIED**

\_\_\_\_\_  
Ed Stenson (Chair)

\_\_\_\_\_  
Krystal Burr (Recording Secretary)



MAR 22 2011



7.1



## 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](mailto:dkey@harrisonhotsprings.ca).

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

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

Date: <u>March 21/2011</u>	Requested Meeting Date: <u>May 9/11</u> <u>April 11/2011</u>
Organization Name (if applicable): <u>Friends of the East Sector</u>	
Name of Presenter: <u>Lillian Martin</u>	
Name of Applicant if Other than Above: _____	
Contact Phone Number & E-Mail: <u>796-2443</u> <u>lillian.martine@shaw.ca</u>	
Mailing Address with Postal Code: <u>Box 312</u>	
Audio/Visual requirements: <u>Computer &amp; screen for power point</u>	
Topic: <u>Protection of East sector lands</u>	
Action you wish Council to take: <u>and zone</u> <u>Declare Village lands in East</u> <u>Sector a 'natural park'. Carry forward on</u> <u>getting crown lands designated as Rec &amp; trails site</u> <u>Protect as far as possible the private lands in East sector</u>	





RECEIVED

APR 20 2011

BY W. OF A.M.S.

BRITISH  
COLUMBIA

The Best Place on Earth

ITEM	DATE
0-100-20	APR 20 2011
X2AO	P/R
□ DCAU	□ ADMIN
□ DIR F	□ IS/LEM
□ SUP P/W	□ MAYOR
□ PAYROLL TAX	□ COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	May 9/11
INITIAL	
(ITEMS: A - REQ. ACTION; B - INFO - W RESP; C - INFO ONLY)	

Ref: 47675

April 18, 2011

His Worship Mayor Ken Becotte and Members of Council  
Village of Harrison Hot Springs  
PO Box 160  
Harrison Hot Springs, BC V0M 1K0

Dear Mayor Becotte and Councillors:

As Minister of Jobs, Tourism and Innovation, and Chair of the Small Business Roundtable (Roundtable), on behalf of the Roundtable, I am pleased to invite your government to compete for the "Most Small Business Friendly Community Award" in your region.

The Roundtable plays a key role in supporting small business growth and success, and working toward a more small-business-friendly British Columbia. Established in 2005, the Roundtable provides small business with a voice in government with a mandate to provide advice on issues, strategies, and potential actions to support British Columbia's small businesses. Part of the Roundtable's commitment to a small-business-friendly British Columbia is championing the interests of small business. Through the "Most Small Business Friendly Community Award," the Roundtable would like to both, acknowledge the work of local governments to support their small business community, and raise awareness of the significant contribution small businesses make to their communities.

Up to three finalists per region will be selected by the Roundtable and announced in August 2011. The winners will be announced during British Columbia's Small Business Month in October.

Finalists for these awards will be selected based on criteria that demonstrate a local government's leadership in supporting small business success and attracting new small business investment to their community. The focus is on efforts made to reduce small business regulatory barriers and enhance small business competitiveness, as well as climate action initiatives and recognition of your small businesses.

.../2

His Worship Mayor Ken Becotte and Members of Council  
Page 2

Information on applying for this award is enclosed and is also available online at:  
[www.smallbusinessroundtable.ca](http://www.smallbusinessroundtable.ca) . Please note that the deadline for submitting an application is  
June 15, 2011.

If you require more information, please contact the Small Business Roundtable Secretariat by  
telephone at 250 387-9083, or by email to [roundtablesecretariat@gov.bc.ca](mailto:roundtablesecretariat@gov.bc.ca).

Sincerely,

A handwritten signature in cursive script, appearing to read "Pat Bell".

Pat Bell  
Minister

Enclosure

## Most Small Business Friendly Community Award

### About the Award

The Small Business Roundtable invites local governments to compete for the "Most Small Business Friendly Community Award" in their region.

This award acknowledges the efforts of local governments in supporting their small businesses and raises awareness of the significant contribution of small businesses to their communities.

Up to three finalists per region will be selected by the Roundtable and announced in August 2011. The winners will be announced during BC's Small Business Month in October 2011.

### Submission Instructions

Contestants are asked to complete all areas of the application form. Please note, for each question in the application, there are word count limits. However, you are encouraged to include references that can assist the Roundtable in understanding the effect your measure(s) have on your small business community (e.g. website links, attached documents or publications).

The committee will consider planned initiatives that have yet to be implemented, provided there is clear information on the anticipated launch date and the expected benefits for the small business community.

To be considered for this award, your submission must be received in our office by **June 15, 2011**.

Please send your completed application, with any applicable attachments, to:

Mail package to: Small Business Roundtable Secretariat  
Ministry of Jobs, Tourism and Innovation  
Small Business Branch  
PO BOX 9822 SNT PROV GOVT  
Victoria, BC V8W 9N3

Email package to: [RoundtableSecretariat@gov.bc.ca](mailto:RoundtableSecretariat@gov.bc.ca)

If you have questions, please contact:

Small Business Roundtable Secretariat  
Phone: 250-387-4699  
Email: [RoundtableSecretariat@gov.bc.ca](mailto:RoundtableSecretariat@gov.bc.ca)

## How Small Business Affects Community Award

### Contact Information

Please provide contact information for the person submitting/managing this application. The committee may need to follow up with this individual for more information.

Contact's name:

Contact's title:

Name of Municipality/Community/District:

Contact's email address:

Contact's Phone number:

Contact's mailing address:

Postal code:



## Application for the Most Small Business Friendly Community Award

Respond to the questions below that pertain to your community and kindly limit responses to 250 words for each question. If you attach supporting documentation for a question, please indicate that you are doing so in your response and also clearly label the attachment with the question to which it pertains.

### Reducing Regulatory Barriers

- 1) Have you introduced measures to reduce and streamline the number of regulations affecting small business in your community? If yes, please provide details of such measures and/or examples.
- 2) Are you making it easier for small businesses to operate across jurisdictions? For example, have you implemented BizPaL, an inter-jurisdictional business license or other measures? If yes, please provide details.
- 3) Is your local government's frontline-staff trained in customer service? If yes, please provide details.
- 4) What would attract a small business to locate in your community? Please provide specific examples.

### Enhancing Small Business Competitiveness

- 5) Do you have policies in place to change or balance the ratio of commercial property tax to residential property tax? If yes, please provide details.
- 6) How do you help new or existing small businesses get the information and assistance they need? Provide specific examples and/or attach relevant reference material
- 7) Do you have policies or programs which promote small business export or attract foreign investment? If yes, please provide details.

### Recognizing Small Business in Your Community

- 8) Do you celebrate the contributions of small business in your community? If yes, describe how you recognize small business.
- 9) Do you have an economic plan for your municipality which is geared towards small business success? And do you contribute resources towards the achievement of the plan? If yes, please describe, attach or provide a website link to your plan.

### Small Business Climate Action Initiative

- 10) Do you have climate action policies or programs in place? If yes, how does this benefit your small business community?





## MEMBER RELEASE

April 19, 2011

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

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

RE: **2011/12 (Spring) Regional Community to Community Forum Program**

The Union of BC Municipalities and First Nations Summit are pleased to announce that applications are now being accepted for the spring intake of the 2011/12 Regional Community to Community (C2C) Forum program.

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 are available on-line now. Please visit the Funding Programs section at [www.ubcm.ca](http://www.ubcm.ca) or [www.fns.bc.ca](http://www.fns.bc.ca).

The application deadline is Friday, May 20, 2011 for events up to March 31, 2012.

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

For more information, please contact Local Government Program Services at (250) 356-5134 or [lgps@ubcm.ca](mailto:lgps@ubcm.ca)

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







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** April 28, 2011

**FROM:** Debra Key, Corporate Officer **FILE:** 7130-01

**SUBJECT:** Alternative Evacuation Route – Hicks Lake

---

#### ISSUE:

To abandon plans to establish an alternative emergency evacuation route through Hicks Lake.

#### BACKGROUND:

Since 2007, research has been ongoing for a plan to establish an alternative emergency evacuation route in and out of the Village. In 2008, the Ministry of Forests and Range engaged a Professional Engineer and road building expert to calculate costs to remediate the current forest access road to an acceptable road standard. Approximate costs to complete these works were found to be in the half million dollar range. The Ministry also indicated at that time that they didn't have any funds nor any programs available to facilitate the work.

The Kent-Harrison Joint Provincial Emergency Program Committee has been involved in the process since 2010 and has continued to discuss any and all options to establish an evacuation route. The Emergency Program Coordinator reported that the Provincial Emergency Program indicated that the municipality would be responsible for any costs to remediate the road. BC Parks had also indicated that road upgrades to the Hicks Lake forestry access road would cost an estimated \$2 million.

Further investigations and research were completed through the Integrated Land Management Bureau, Ministry of Environment and Ministry of Transportation. All agencies advised that they were unable to assist in any funding and suggested that the Village make application through the Ministry of Forests, Lands and Natural Resource Operations to determine what all would be involved (referrals to First Nations, etc.).

On February 9, 2011 the Kent-Harrison Joint Provincial Emergency Program Committee passed a resolution to recommend that Councils of the District of Kent and Village of Harrison Hot Springs submit a letter to Ministry of Forests, Lands and Natural Resource Operations advising of their decision to abandon the Hicks Lake Forest Road as an alternative evacuation route due to the prohibitive costs to remediate the road.

**RECOMMENDATION:**

THAT the Village of Harrison Hot Springs and District of Kent Councils forward a joint letter to the Ministry of Forests, Lands and Natural Resource Operations advising of the decision to abandon the Hicks Lake Forest Road as an alternative evacuation route due to the prohibitive costs to remediate the road.

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

A Meeting of the Kent-Harrison Joint Emergency Program Committee  
in the Emergency Operating Centre, Agassiz Fire Hall, Agassiz, BC  
on Wednesday, February 9, 2011 at 11:30 a.m.

## MINUTES

Present: Village of Harrison Hot Springs

Mr. T. Tisdale, Chief Administrative Officer (Chair)  
Ms. D. Key, Corporate Officer  
Mr. N. McLean, Deputy Fire Chief  
Mr. B. Malfait, Leadhand, Public Works

District of Kent

Mayor L. Fisher  
Councillor H. Schwichtenberg  
Mr. W. Mah, Chief Administrative Officer  
Mr. M. Thiessen, Director of Engineering Services  
Mr. D. Schneider, Acting Fire Chief  
Ms. K. Ponciano, Executive Assistant (Recording Secretary)

Others

Mr. R. Poulton, Emergency Program Coordinator  
Mr. W. Paul, BC Ambulance (Agassiz)  
Mr. M. McCarthy, Sergeant, RCMP (Agassiz)  
Mr. A. Fraser, Trustee, School District #78  
Mr. M. Anderson, Kent-Harrison Search & Rescue  
Ms. C. Harris, Emergency Social Services Director  
Mr. G. Thiessen, Emergency Social Services Logistics Manager

Excused: Councillor D. Harris (Harrison)  
Mr. G. Basten, Deputy Emergency Program Coordinator  
Ms. C. Lee, Director of Corporate Services (Kent)  
Mr. W. Dyer, Fire Chief (Kent)  
Mr. D. Labossiere, Fire Chief (Harrison)

1 Call to Order/Introductions

The Chair called the meeting to order at 12:01 a.m. with a roundtable of introductions.

2 Approval of Agenda

FISHER/SCHWICHTENBERG

THAT the Agenda for the Kent-Harrison Joint Emergency Program Committee meeting of February 9, 2011 be approved.

CARRIED



### 3 Adoption of Minutes

#### 3.1 Kent-Harrison Joint Emergency Program Committee of November 3, 2010

FISHER/MCCARTHY

THAT the Minutes of the Kent-Harrison Joint Emergency Program Committee meeting of November 3, 2010 be adopted.

CARRIED

### 4 Business Arising from Minutes

#### 4.1 Review of Follow-up Sheet

##### Item 4.1 of November 3, 2010: Emergency Evacuation Route – Hicks Lake

R. Poulton advised that information from BC Parks has indicated that the required road upgrades to use the Hicks Lake Forestry Road as an alternate emergency evacuation route would be an estimated \$2 million.

Discussion related to the configuration of the road; required improvements; other requirements, for example: obtaining the cooperation of landowners for right of way agreements, risk analysis, alternatives; and the feasibility of the District of Kent and the Village of Harrison to fund the project.

POULTON/FISHER

THAT the Committee recommends to the Councils of the District of Kent and the Village of Harrison Hot Springs that a joint letter be forward to the Ministry of Forests, Mines and Lands advising that the municipalities have abandoned the Hicks Lake Forest Road as an alternative evacuation route due to the prohibitive costs to remediate the road.

CARRIED

##### Item 6.3 of November 3, 2010: ESS Table Top Exercise

C. Harris reported that the ESS team is working on developing a series of tabletop exercises and scenarios including a "surprise" phone call as part of its training program.

#### 4.2 Committee Contact List

R. Poulton advised that the Contact List is almost complete. D. Key noted that Mayor Ken Becotte has a new contact number. Committee members were asked to provide any further changes to C. Lee as soon as possible in order to prepare the cards for distribution.



## 5 Delegations

None.

## 6 Reports

### 6.1 Emergency Program Coordinator

R. Poulton advised that he met with the PEP Regional Manager, Mr. Mike Andrews, who advised that the Provincial Emergency Program (PEP) is a division of the Ministry of Public Safety and Solicitor General, Emergency Management BC. The 1-800 number assigned for emergency task authorization remains unchanged.

As a result of the fire on Chaplin Road and the large number of cattle carcass, it was agreed that a review and update of the *Farm Animal Mass Carcass Disposal Plan* was required.

The cost to bring a facilitator and provide a 3 ½ workshop would be \$7,600 and the expense could be covered by a grant from the Justice Institute of BC. Mr. Rick Van Cleef has expressed interest in assisting the District in this matter. To that effect, a meeting with the Director of Development Services and some members of the KAAC has been scheduled on February 17, 2011.

If the project proceeds, the workshop can be organized to be delivered to all members of the KAAC in the future, and requested that members of the Planning Subcommittee support and participate in the scheduled exercise.

R. Poulton raised issues with respect to safety measures of the storage of propane tanks and the need to develop a plan for handling potential emergencies including a train accident with a chemical spill.

### 6.2 Emergency Social Services Director

C. Harris introduced Mr. Gary Thiessen as the ESS Logistics Manager, and advised that six members of the ESS team will be unavailable to provide assistance during the first week of March 2011. However, three members will be on-call during the day, and two during the night. Arrangements have been made with the Fraser Valley Regional District and the ESS teams of Chilliwack and Mission for coverage. The team is working on updating the list of suppliers.

C. Harris suggested scheduling a meeting with the ESS team and the Committee for the purpose of getting acquainted with one another

## 7 Correspondence (Receive for Information)

## 8 New Business/Other Business

### 8.1 Disaster in Australia

A. Fraser reported on the "Yazi" tropical storm that affected the northeast coast of Australia on February 2, 2011 where his daughter lives. It was a real disaster, with winds up to 300 kph and several towns had to be evacuated on short notice. People were prepared and the evacuation plans worked; and, as a result, no lives were lost.

### 8.2 EOC Support Series

The Committee participated and discussed the Flood Exercise, Module 1: EOC Activation, and identified the following steps in determining the level of activation of the Emergency Operations Centre:

- o Incident Location
- o Establish lines of communication between Council, Administration, Joint Committee and Staff
- o Declaration of Emergency by Mayor(s)
- o Media and Public Relations
- o Roles
- o Debriefs
- o Preparation of check lists
- o Overview of logistics, equipment and resources

The next EOC Support Series exercise with other possible scenarios will be included on subsequent agendas.

## 9 Adjournment

The next meeting is scheduled for Wednesday, March 9, 2011 at 11:30 a.m. at the Village of Harrison Hot Springs.

SCHWICHTENBERG/MCCARTHY  
THAT the meeting be adjourned at 1:13 p.m.

CARRIED

CERTIFIED CORRECT:

  
\_\_\_\_\_  
T. Tisdale, Chairman  
Joint Emergency Program Committee

  
\_\_\_\_\_  
K. Ponciano, Executive Assistant  
District of Kent





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** April 29, 2011

**FROM:** Ted Tisdale, CAO **FILE:** 0530

**SUBJECT:** Memorial Hall Renovation Final Report

---

#### ISSUE:

This is a report to provide Council with a final summary of construction associated with Memorial Hall.

#### BACKGROUND:

In 2010, Council allocated seven hundred thousand dollars (\$700,000.00) for upgrades to Memorial Hall. The purpose of the upgrade was to extend the life expectancy of the hall because of the concerns of the structural integrity of the building in its existing condition. Upon completion of the works it is expected that the hall's life expectancy will be ten to fifteen (10 – 15) years or greater. The main focus of the project included replacement of the roof, sealing the crawlspace, interior improvements, new washroom facilities and a properly functioning HVAC system.

The June 2010 budget (prior to construction) was estimated at five hundred and fifty-six thousand three hundred and fifty-three dollars (\$556,353.00) with a contingency of one hundred and five thousand seven hundred dollars (\$105,700.00) and construction management fee of thirty five thousand nine hundred dollars (\$35,900.00) for a total anticipated budget of six hundred and ninety-eight thousand dollars (\$698,000.00).

As typical with renovations of older buildings surprises are discovered during the course of construction and this was no different for the Memorial Hall project. Unforeseen/unexpected conditions that existed that required rectifying was valued at one hundred thirty-eight thousand nine hundred and twenty-eight dollars (\$138,928.00), significantly higher than the contingency of one hundred and five thousand seven hundred dollars (\$105,700.00). A few of the major issues not expected or anticipated included hazardous material abatement with a value of sixty-one thousand one hundred dollars (\$61,100.00), rot in walls as well as structural defects value of approximately twelve thousand six hundred dollars (\$12,600.00), the exterior upper side and having to replace due to rot and lead paint content twenty-seven thousand three hundred and thirty six dollars (\$27,336.00) and new mill work due to rot and mould eleven thousand dollars (\$11,000.00). In addition, although it is not part of the building construction, it was necessary to grade the site and redirect water away from the

building as well as providing landscaping features including sodding. This added another fifteen thousand dollars (\$15,000.00) to the cost.

To keep the project within budget staff met with the project manager and architectural consultants to discuss cutbacks in other areas and this was achieved bringing the building construction of the project within budget.


Council approved an additional seventeen thousand five hundred dollars (\$17,500.00) for the landscaping and grading of Memorial Hall bringing the total allocation to seven hundred and seventeen thousand five hundred dollars (\$717,500.00) in comparison to the final building construction costs of seven hundred sixteen thousand five hundred ninety-nine dollars and twelve cents (\$716,599.12). It is recognized that there are other costs associated with Memorial Hall but none are directly related to the actual construction aspects of the building.

Attached for Council's information is the initial planned construction budget as of June 23, 2010 prior to construction and a final report from the Director of Finance dated April 15, 2011.

**RECOMMENDATION:**

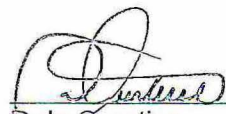
**THAT** Council receive the report for information.

Respectfully submitted for your consideration;

  
 Ted Tisdale  
 Chief Administrative 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



Pd	Ref #	Description	Posted To	Batch No	SL	Vend #	PO #	Invoice #	Debit	Credit	Balance
Account: 1-8-3-73-800-6010			MEMORIAL HALL UPGRADE					Fiscal Year: 2010	From Period: 1	To Period: 12	
Include Encumbrance											
1	AP-INV	2010-10 CONSULTIN	31/01/2010	0604242	AP	C6545		0973-03	2,000.00		2,000.00
2	AP-INV	2010-02 SERVICES	28/02/2010	0604277	AP	M8000		12829	1,633.55		3,633.55
3	AP-INV	MEMORIAL HALL	31/03/2010	0604354	AP	C6545		0973-04	2,355.00		5,988.55
4	AP-INV	MEM HALL UPGRADE	26/04/2010	0604366	AP	G2995		3028	147.00		6,135.55
4	AP-INV	MEMORIAL HALL	30/04/2010	0604435	AP	C6545		0973-05	2,258.61		8,394.16
5	AP-INV	MEMORIAL HALL	31/05/2010	0604505	AP	C6545		0973-06	18,818.64		27,212.80
6	AP-INV	PROJ MNGMNT	28/06/2010	0604532	AP	G2995		3087	2,000.00		29,212.80
6	AP-INV	MEMORIAL HALL	30/06/2010	0604598	AP	C6545		0973-07	22,456.88		51,669.68
6	AP-INV	MEM HALL SEISMIC	30/06/2010	0604598	AP	G2995		3122	1,000.00		52,669.68
7	AP-INV	2010-07 CONSULTIN	31/07/2010	0604689	AP	C6545		0973-08	6,662.50		59,332.18
7	AP-INV	2010-07 CONSULTIN	31/07/2010	0604689	AP	C6545		0973-08	58.08		59,390.26
7	AP-INV	2010-07 PROJECT M	31/07/2010	0604718	AP	G2995		3166	1,017.50		60,407.76
8	AP-INV	2010-08 PROJECT M	31/08/2010	0604735	AP	G2995		3168	1,017.50		61,425.26
8	AP-INV	2010-08 CONSULTIN	31/08/2010	0604758	AP	C6545		0973-09	1,526.86		62,952.12
8	AP-INV	ASBESTOS REMOVAL	31/08/2010	0604758	AP	P1025		4701	3,900.96		66,853.08
9	AP-INV	2010-09	30/09/2010	0604814	AP	G2995		3236	89,365.67		156,218.75
9	AP-INV	2010-09 MEM/HALL	30/09/2010	0604840	AP	C6545		0973-10	814.09		157,032.75
9	AP-INV	2010-09	30/09/2010	0604840	AP	G2995		3236 2010-	89,365.67		246,398.42
10	AP-INV	2010-09	14/10/2010	0604822	AP	G2995		3236		89,365.67	157,032.75
10	AP-INV	CONSTRUCTION INSU	28/10/2010	0604859	AP	H7501		2677974	3,840.00		160,872.75
10	AP-INV	CONSTRUCTION INSU	28/10/2010	0604859	AP	H7501		2678217	2,500.00		163,372.75
10	AP-INV	2010-10	31/10/2010	0604909	AP	G2995		3260	185,208.30		348,581.05
10	AP-INV	2010-10	31/10/2010	0604909	AP	C6545		0973-11	6,641.48		354,122.53
11	AP-INV	2010-11 PROGRESS	30/11/2010	0604943	AP	G2995		3278	99,441.30		453,563.83
11	AP-INV	CONSULTING 2010-1	30/11/2010	0604969	AP	C6545		0973-12	16,168.02		469,731.90
12	AP-INV	2010-12	31/12/2010	0605001	AP	G2995		3301	210,419.16		680,151.06
12	AP-INV	RENTAL BINS	31/12/2010	0605001	AP	G2995		3310	2,570.20		682,721.26
12	AP-INV	ALARM SYSTEM	31/12/2010	0605031	AP	T1500		3595	976.39		683,697.65
12	AP-INV	CHPA DEC 2010	31/12/2010	0605013	AP	C6545		0973-13	2,886.93		686,584.58
12	AP-INV	2011-01	31/12/2010	0605088	AP	C6545		0973-14	1,084.08		687,648.66
12	AP-INV	DEC 2010	31/12/2010	0605112	AP	G2995		3321	36,905.42		724,554.08
12	AP-INV	ALARM PANEL	31/12/2010	0605153	AP	G2995		3372	4,895.94		729,450.02
12	JE621	REALLOCATE LEGAL	31/12/2010	0605177	GL					4,633.55	727,816.47
Encumb. to date:									0.00		727,816.47

GL Account Summary

Open Year	YTD Trans	Open Period	Period Trans	Encumbered	Budget	Close Balance
0.00	727,816.47	0.00	727,816.47	0.00	700,000.00	727,816.47

\*\*\* End of Report \*\*\*

GERAY ENDS CONTRACTS

147,000.00  
21,000.00  
1,000.00  
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1,017.50  
89,365.67  
185,208.30  
99,441.30  
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83,000.00

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CHP 4  
2,000.00  
2,355.00  
2,258.61  
18,818.64  
22,456.88  
6,662.50  
58.08  
1,526.86  
3,900.96  
89,365.67  
814.09  
3,840.00  
2,500.00  
185,208.30  
8,541.48  
99,441.30  
16,168.02  
210,419.16  
2,570.20  
976.39  
2,886.93  
1,064.08  
36,905.42  
4,895.94  
1,000.00

ADDITIONAL  
UNEXPECTED  
- INSURANCE  
- ASBESTOS REMOVAL  
- ALARM PANEL

002

82,611.13  
633,107.00  
716,110.13



Harrison Village Memorial Hall Planned Construction Budget				
23-Jun-10				
Task		Budget Amount		Quotes
Architectural - Consultant		\$ 38,000.00		\$ 38,000.
Structural - Consultant		\$ 28,200.00		\$ 28,200.00
Geotechnical - Consultant		\$ 6,650.00		\$ 6,650.00
Mechanical - Consultant		\$ 8,000.00		\$ 8,000.00
Electrical - Consultant		\$ 5,710.00		\$ 5,710.00
Site Supervision		\$ 30,720.00		\$ 30,720.00
Site First Aid		\$ 23,040.00		\$ 23,040.00
Demolition		\$ 10,000.00		\$ 19,850.00
Crawl space seal		\$ 13,903.00		\$ 13,056.00
Core Drilling		\$ 3,600.00		\$ 1,500.00
Interior Demo		\$ 22,000.00		\$ -
Framing Labour (Interior and Exterior)		\$ 15,000.00		\$ 34,800.00
Roof trusses		\$ 20,000.00		\$ 9,600.00
Roof Plywood (Materials Only)		\$ 14,040.00		\$ 9,800.00
Roofing		\$ 32,000.00		\$ 18,169.00
Gutters & Downspouts		\$ 2,400.00		\$ 850.00
Siding removal		\$ 1,310.00		\$ -
Cultured stone		\$ 37,810.00		\$ 6,766.00
Windows		\$ 5,650.00		\$ 3,599.00
Auto Doors		\$ 2,000.00		\$ 2,500.00
Interior Framing (Materials Only)		-		\$ 2,500.00
Insulation - Batt and Sound Insulation		\$ 12,000.00		\$ 11,200.00
Drywall		\$ 26,000.00		\$ 27,865.00
Painting Exterior		\$ 4,320.00		\$ 4,000.00
Painting Interior		\$ 13,000.00		\$ 10,000.00
Hardi Siding Lower (4-5ft)		\$ -		\$ 10,62
Hardi Soffits		\$ -		\$ 5,609.00
Floor Plywood Materials Only		\$ 14,000.00		\$ 3,500.00
Flooring		\$ 45,000.00		\$ 34,309.00
T-Bar		\$ 13,000.00		\$ 15,500.00
Millwork		\$ 3,500.00		\$ 3,500.00
Toilet Partitions		\$ 5,000.00		\$ 4,145.00
Plumbing		\$ 22,000.00		\$ 30,304.00
HVAC		\$ 33,000.00		\$ 32,300.00
Electrical - Including Post Tender Add #2		\$ 45,500.00		\$ 55,082.00
Sub Total		\$ 556,353.00		\$ 511,246.00
19% Contingency		\$ 105,707.07		\$ 97,136.74
Construction Management fee		\$ 35,937.50		\$ 35,937.50
Total		\$ 697,997.57		\$ 644,320.24
Difference from Original Budget \$ (53,677.33)				
Additional Cost not included in Original Budget				
Hydro, Tel & New Hydro Connection		\$ -		\$ 20,000.00
Shear Wall Plywood & Hold-downs (Materials Only)		\$ -		\$ 4,500.00
Washroom Accessories		\$ -		\$ 5,041.00
Doors		\$ -		\$ 3,000.00
Door Hardware		\$ -		\$ 2,000.00
Insulation - 2" Styrospan - Crawlspace Walls		\$ -		\$ 3,500.00
Hazardous Material Survey		\$ -		\$ 3,000.00
Hazardous Material Abatement		\$ -		\$ 10,000.00
Misc Labour - Cleanup and Gen Lab		\$ -		\$ 12,000.00
				\$ 63,342.00



TO: TED TISDALE – CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: DEVELOPMENT VARIANCE PERMIT APPLICATION  
0754817 BC LTD.

Lot 15, Except Parcel A & Parcel B, Sec 12, Twp 4, Rge 29, NWD, Plan 5519  
Hot Springs Road

DATE: MAY 3, 2011

### BACKGROUND

At the Council meeting on 11 April 2011, the Planning Consultant presented a report on an application from 0754817 BC Ltd. to undertake the development of a 75 space recreational vehicle park (RVP). The subject property is located immediately north of the Springs RVP on Hot Springs Road and is 2.74 ha (6.8 acres). The report addressed both the Development Permit (DP) and Development Variance Permit (DVP) applications, though the report did note that a subsequent report would be forthcoming that would cover the DVP application in more detail.

The purpose of this report is to review the RVP proposal in the context of the Development Permit Area guidelines and to comment on the requested variances.

### DESCRIPTION OF PROPOSAL

The proposal is illustrated in the drawing below prepared by Precision Building and Design Associates Ltd dated 27 April 2011 that has been revised since last seen by Council.





Council members will recall that the major features of the project can be described as follows:

- a) a single entrance off of Hot Springs Road with landscaping planted along the frontage consisting of new trees;
- b) an internal loop road system;
- c) 75 RV spaces with the spaces averaging 172 sq. meters (1850 sq. feet);
- d) a centrally located washroom and laundry facility, and an amenity area;
- e) 5 separate parking stalls; and
- f) trail and emergency road connections to the Springs RVP to the south and to the remaining part of the subject property west of the creek, an area that will not be developed as part of the proposed RVP.

#### **DEVELOPMENT VARIANCE PERMIT APPLICATION**

The applicant has applied for a Development Variance Permit to vary the following three provisions of Bylaw 481, 1988 – Campground, Holiday Park, and Mobile Home Regulations Bylaw, the bylaw that regulates the design and layout of recreational vehicle parks:

- a) reduction in the minimum width requirement for a recreational vehicle space from 11 meters (36 feet);
- b) reduction in the required number of toilets, urinals, water basins, and showers from 4, 2, 4, and 2 respectively, to 2 washrooms, 1 for men and the other for women; and
- c) reduction in the required number of laundry facilities (washer and dryer) from 3 to 2. Specifically not included within the proposal is a residence for a caretaker / operator and common open space for the RVP users.

The proposal was evaluated against the regulations in the Zoning Bylaw and the Campground, Holiday Park, and Mobile Home Regulations Bylaw. The following chart compares the most current proposal to the Campground Bylaw requirements:

	<b>BYLAW REQUIREMENT</b>	<b>CURRENT PROPOSAL</b>
<b>Minimum Area of RV Space</b>	130 sq. m.	139 sq. m.
<b>Minimum Length of RV Space</b>	11 m	8.8 m
<b>Minimum Area for Open Space</b>	7.5%	3.7% <sup>1</sup>
<b>Maximum Number of RV Spaces</b>	137	75
<b>Minimum Road Width from Road</b>	13 m	13 m
<b>Minimum Internal Road Width</b>	6.5 m	6.5 m
<b>Minimum Radius for Cul de Sac</b>	14 m	7 m



<b>Water Supply</b>	Comply with Health Act	Village Water
<b>Sewage Disposal</b>	Village Sewer or Private	Village Sewer
<b>Minimum Sanitary Facilities</b>	Toilets – 3(M) 4(W) Urinals – 2 Washbasin – 4(M) 4(W) Showers – 4(M) 4(W)	2 Washrooms – 1(M) 1 (W)
<b>Siting for Service Building</b>	Not less than 4.5 m from a RV space	4.5 m from Lot 54
<b>Minimum Laundry Facilities</b>	3 washers and dryers	2 washers and dryers

1. When combined with the Springs RV to the south, the open space component is 8.2%. A reciprocal access easement has been registered on both properties that will enable access for guests to the recreational amenities on both properties.

Based upon this analysis, there is an additional variance above and beyond identified by the applicant that would be required to accommodate the revised proposal, that being the size of the cul de sac bulb.

All four of the requested variances are directly attributable to the fact that the Campground, Holiday Park, and Mobile Home Regulations Bylaw is out of date (1988). The Fire Chief has confirmed that he has no concern regarding the reduction of the cul de sac radius from 14 meters to 7 meters.

### **COUNCIL OPTIONS**

The following options are provided for Council's consideration:

- Option 1: Authorize the issuance of Development Variance Permit 03-2011 for a 75 space recreational vehicle park on Lot 15, Except Parcel A & Parcel B, Sec 12, Twp 4, Rge 29, NWD, Plan 5519 generally in accordance with the site plan prepared by Precision Building and Design Associates Ltd;
- Option 2: Request the applicant to revise the proposal prior to Council's further consideration of the Development Variance Permit; or
- Option 3: Do not authorize the issuance of Development Variance Permit at this time.

### **CONCLUSION AND RECOMMENDATION**

The requested variances to accommodate the proposed recreational vehicle park are considered minor and generally as a result of an outdated bylaw. On this basis, Option 1 is the recommended course of action.

The following resolution is offered for Council's consideration:

*THAT Council authorize the issuance of a Development Variance Permit 03-2011 for a 75 space recreational vehicle park on Lot 15, Except Parcel A & Parcel B, Sec 12, Twp 4, Rge 29, NWD, Plan 5519 generally in accordance with the site plan prepared by Precision Building and Design Associates Ltd.*

Michael Rosen

**Reviewed by Chief Administrative Officer:**

---

Ted Tisdale

## VILLAGE OF HARRISON HOT SPRINGS

### DEVELOPMENT VARIANCE PERMIT

FILE NO.: DVP 03-2011

1. This Development Variance Permit No. 03-2011 is issued to:

0754817 BC Ltd.  
#204 – 1548 Johnston Road  
White Rock, BC V4B 3Z8

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: 011-150-891

Lot 15, Except firstly: Parcel A (Reference Plan 11753) and secondly: Parcel B (Explanatory Plan 15935); Section 12, Township 4, Range 29, West of the Sixth Meridian, New Westminster District Plan 5519

(the "Lands")

Civic Address: 640 Hot Springs Road, Harrison Hot Springs, BC

2. This Development Variance Permit ("DVP") 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. Campground, Holiday Park and Mobile Home Park Regulation Bylaw No. 481, 1988 shall be varied or supplemented as follows:
  - (a) Section 3.4(1)(d) - Reduce the required minimum width requirement for a recreational vehicle space from 11 meters to 8.8 meters;
  - (b) Section 3.6(1)(e) - Change the required size of the turning circle for a cul de sac from a radius of 14 meters to a radius of 7 meters.
  - (c) Section 3.7(1)(a) - Reduce the required number of toilets, urinals, water basins and showers to 2 washrooms, 1 for men and 1 for women; and
  - (d) Section 3.7(4)(a) - Reduce the required number of laundry facilities from 3 to 2.
4. The following DVP terms and conditions shall apply to the Lands:
  - (a) The development of the Lands shall be generally in accordance with the Site Plan attached as Schedule A of this Permit.
  - (b) The development of the Lands shall be subject to the registration of a reciprocal access easement and restrictive covenant that secures access from the Lands to the recreational amenities on Parcel 1, Sec 12, Twp 4, Rge, 29, W1/2 of 6<sup>th</sup> Meridian, NWD, Ref Plan 83486 (Springs RV) to the satisfaction of the Chief Administrative Officer.











## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** May 3, 2011

**FROM:** Ted Tisdale, CAO

**FILE:** 0530

**SUBJECT:** Beach Front Works – RMI Funds

---

#### BACKGROUND:

During the budget process Council had approved applying the one hundred and fifty-five thousand dollar (\$155,000.00) balance of the RMI funds to extend the block work on the beach front to the boat launch area. It has also been suggested that a fifty foot by seventy foot (50 x 70 ft) "performance" area be included in those works, to enhance the Festival of the Arts activities and other performance opportunities. A twenty by thirty foot (20x30 ft) stage is included in the project.

Also given the buildup of sand over the years there is the need to address the walkway, grading materials away from the walkway towards the beach to provide the proper slope and to widen the walkway to provide the proper width for pedestrian traffic.

In discussions with Preview Builders, who have reviewed the scope of works, advise that the estimated total project cost including HST and their fee would be in the range of three hundred thousand dollars (\$300,000.00). Their email is attached.

While it may be possible to phase the project, a multi-phased approach will add to the real cost because of remobilization.

The proposed construction timeline is as follows:

- |                              |                |
|------------------------------|----------------|
| 1. Tender call and award     | 3 weeks        |
| 2. Lock block                | 3 weeks        |
| 3. Grading, sod and sidewalk | <u>4 weeks</u> |
|                              | 10 weeks       |

The stage pad and roof design can be done during two to three (2-3) weeks with installation requiring an additional four (4) weeks.

With a May 10 "go ahead" to Preview, it is anticipated that the project, with the exception of the stage and roof, could be completed by July 19.



As this is the main feature for Harrison, with the bandstand providing additional tourism attraction opportunities, it would be important to complete this as one (1) project drawing additional funds from this year's RMI allotment of three hundred and seven dollars (\$307,000.00).

**RECOMMENDATION:**


**THAT** Council approve the project with an allocation of \$150,000.00 from this year's RMI budget subject to the acceptance of the overall RMI strategy, and further that the project be deferred until after the tourism season (September start).

Respectfully submitted for your consideration;

  
Ted Tisdale  
Chief Administrative 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



cao

From: Gerold Grahn [gerold@previewbuilders.com]  
Sent: Friday, April 29, 2011 1:50 PM  
To: cao  
Cc: Charline Giesler  
Subject: FW: Scanned Document  
Attachments: SKMBT\_C28011042911530.pdf

April 29, 2011

Hello Ted,

Attached is the drawing of the 6 items that was discussed the other day, please review and let me know how you would like the phases be separated. Also the budget breakdown of the 6 items that you would like to see along the beach front.

1. Lock block retaining wall, roughly 350 meters, with the band stand area (50x75 feet) and 1 block high, this includes gravel base with filter cloth and supply/placement of lock block. \$53,000.00
2. 8 foot wide gravel sidewalk along lock blocks, includes gravel base and 2 x 6 pt boarder. \$15,030.00
3. Grass area including extension of irrigation system as per Harrison horticulturist. \$92,000.00
4. 20 foot x 30 foot band stand concrete pad area, electrical conduit sleeves to existing sidewalk area. \$16,800.00
5. 6 foot wide by 355 meters asphalt path overlay of existing pathway. \$36,600.00
6. 20 foot x 30 foot covered roof over band stand area with concrete foundation, same design and look as existing at plaza and same contractor. \$38,000.00

TOTAL \$251,430.00 plus HST and Preview 5% P and OH, (Ted's special rate)

If you have any questions do not hesitate to contact the undersigned.

Yours truly,







Per: Gerold Grahn  
General Manager

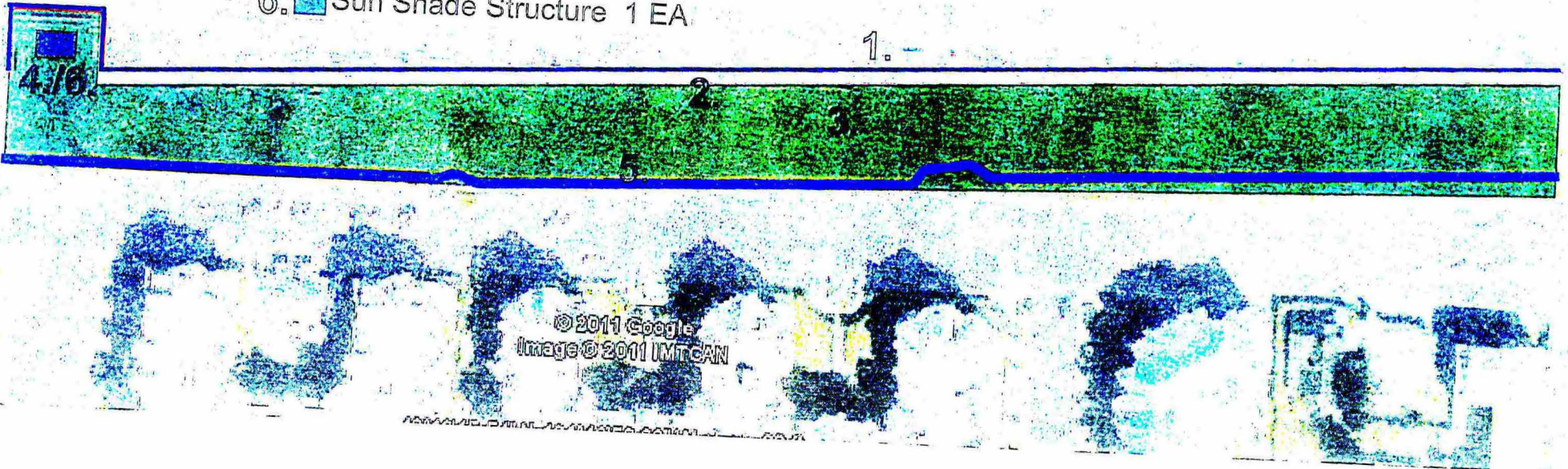
#106 - 44981 Commercial Court  
Chilliwack, BC, V2R 0A7, Canada

Ph: (604) 793-9553  
Fax: (604) 793-9551  
Email: [gerold@previewbuilders.com](mailto:gerold@previewbuilders.com)

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1.  Lock Block Retaining Wall 1,251 LF
2.  8' Wide Gravel Sidewalk 1,085 LF
3.  Landscaping Area 89,166 SF
4.  20' x 30' Concrete Pad 1 EA
5.  6' Wide Asphalt Path 1,167 LF
6.  Sun Shade Structure 1 EA







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 04, 2011

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

**SUBJECT:** HARRISON FESTIVAL OF THE ARTS  
REQUEST FOR STREET CLOSURE – July 13, 2011

---

#### ISSUE:

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

#### BACKGROUND:

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

#### POLICY CONSIDERATIONS:


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

**RECOMMENDATION:**

**THAT** Council approves the closure of a portion of Maple Street between Esplanade and Lillooet Avenues from approximately 8:00 a.m. – 5:00 pm on Wednesday, July 13, 2011 for use during Children's Day in and around Memorial Hall; and

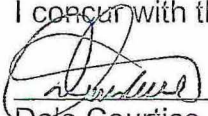
**THAT** Council permit the placement of the Festival Banner at the Plaza provided it is installed in accordance with any direction or requirements of the Public Works Foreman or his designate.

Respectfully submitted for your consideration;

  
 Shawn Keim  
 Accounts Clerk


**DIRECTOR OF FINANCE COMMENTS:**

I concur with the recommendation.

  
 Dale Courtice  
 Director of Finance

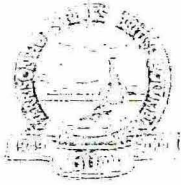
**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

I concur with the recommendation.

  
 Ted Tisdale  
 Chief Administrative Officer

S:\00 \2011.05.04 – Harrison Festival of the Arts - Request for Street Closure & Banner Placement - KEIM - RPT.doc





RECEIVED  
MAR 02 2011  
BY V. OF H.H.S.

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

Name of Applicant: Ed Stenson  
On behalf of: Harrison Festival Society  
Address of Applicant: 98 Rockwell Drive  
Harrison Hot Springs  
Phone Number: 604 796-3664 E-mail: ed@harrisonfestival.com  
Fax Number: 604 796-3694  
Event: \_\_\_\_\_ Date of Event: July 9-17, 2011  
☐ Wedding ☐ Family Reunion ☐ Memorial Hall  
☐ Race / Competition ☒ Festival ☐ Other \_\_\_\_\_

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

Estimated number of participants: 8,000  
Location of event: See attached information  
Additional Information: see attached information

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

[Signature] Date: March 2, 2011  
Applicant's Signature

FOR OFFICE USE ONLY	
CAO, Village of Harrison Hot Springs	Date: _____ Other Licenses required: _____

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

1. Community Plaza.

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

Beach Stage

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

We will also place two 20 x 20 tents in front of the stage up against the gravel walkway. These tents will provide shelter for the front of house tech location and more shade (or dry shelter) for the audience.

Plaza

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

We would also like to again set up a 20 x 20 tent in the centre of the Plaza to serve as a box office/Festival merchandise tent.

2. Dyke

We would again like to use the Dyke, east of the Plaza to across from Muddy Waters, for the Art Market tents. This year we will not be using any of the larger 20 x 20 tents, only the small pop-up units.

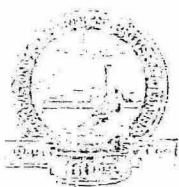
3. Memorial Hall

We will be in the Hall from Saturday, July 2 to Thursday, July 21. This includes the Festival dates, as well as time to set-up and takedown the facility.

(These dates are on the Memorial Hall schedule.)

4. Maple Street

We are planning to have Children's Day in and around the Memorial Hall, Wednesday, July 13 and would again like to close Maple Street between Esplanade and Lillooet. The closure would be just the one day, from 8:00am to 5:00pm.



MAR 02 2011

VILLAGE OF HARRISON HOT SPRINGS  
STREET BANNER DISPLAY APPLICATION

Name of Applicant:

Ed Stenson

On behalf of:

Harrison Festival Society

Address of Applicant:

98 Rockwell Drive,

Harrison Hot Springs

Phone Number:

604 796-3664

E-mail: ed@harrisonfestival.com

Fax Number:

Event:

Festival of the Arts

Date(s) Requested:

See attached

☐ Special Event

☐ Convention

☐ Public Service

☐ Race / Competition

☒ Festival

☐ Other

Location requested:

☒ Village Entrance

☒ Plaza

☐ Memorial Hall

☐ Other

Additional Information:

see attached information

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

Date:

March 2, 2011

Applicant's Signature

FOR OFFICE USE ONLY

CAO, Village of Harrison Hot Springs

Date

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

We would like to erect three banner/signs before and during the Festival of the Arts:

1. We would like to install a Festival of the Arts street banner at the entrance to the Village. The banner is the standard 25 feet by 3 feet and has 'Harrison Festival of the Arts' and the July dates on it. We would like to install the banner May 19 and remove it July 18. We will contact Peter's Electric to do the installation.
2. We would like to put a Festival of the Arts banner in the Plaza during the ten days of the Festival. This is a vinyl banner, 12 feet and 2 feet. We have used this same banner for the past two years.
3. We have 10 street banners which we put up on the lamp posts along Esplanade from west of the Plaza to across from Maple Street. We would like to put these up June 27 and remove them July 19. We will remove the Village banners that are currently on the brackets and replace them with ours. At the end of the Festival we will reinstall the Village banners.
4. We would like to erect our 4 feet by 8 feet wooden sign either on the north edge of the fire hall property or on the Village property north of the Village Office next to the Resort Development Strategy sign.





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO: Mayor and Council**

**DATE: May 5, 2011**

**FROM: Director of Finance**

**FILE: 1680**

**SUBJECT: 2010 Audited Financial Statements**

---

**ISSUE:** Annual Audited Financial Statements

#### **BACKGROUND:**

Section 167(4) of the *Community Charter* requires that municipalities submit audited financial statements to the Inspector of Municipalities by May 15<sup>th</sup>.

#### **RECOMMENDATION:**

THAT the 2010 Audited Financial Statements 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

Consolidated Financial Statements of

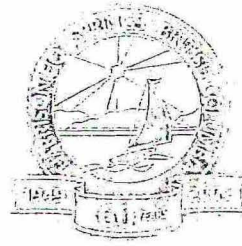
**THE VILLAGE OF HARRISON HOT SPRINGS**

Year Ended December 31, 2010

Village of Harrison Hot Springs  
Consolidated Financial Statements  
For the year ended December 31, 2010

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## Village of Harrison Hot Springs

### MANAGEMENT REPORT

The accompanying consolidated financial statements are the responsibility of the Village's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Management is also responsible for all the notes to the consolidated financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the consolidated financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Council. The Council reviews internal financial statements on a monthly basis and external Audited Financial Statements annually.

The external auditors, McConnell, Voelkl, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the consolidated financial statements. Their examination includes a review and evaluation of the Village's system of internal control and appropriate tests and procedures to provide reasonable assurance that the consolidated financial statements are presented fairly. The external auditors have full and free access to financial management of the Village of Harrison Hot Springs and meet when required.

On behalf of the Village of Harrison Hot Springs

---

Dale Courtice, CGA  
Director of Finance  
May 15, 2010





CHARTERED ACCOUNTANTS

F.W. Voelkl, B.Comm., C.A.

C.M. Kelley Inc., B.B.A., C.A.

P.O. Box 819  
228 Wallace St.  
Hope, B.C. V0X 1L0

Office

(604)869-5634

Fax

(604)869-2381



## AUDITOR'S REPORT

To the Council of

The VILLAGE OF HARRISON HOT SPRINGS

We have audited the Consolidated Statement of Financial Position of the VILLAGE OF HARRISON HOT SPRINGS as at DECEMBER 31, 2010, the Consolidated Statement of Operations, the Consolidated Statement of Changes in Net Financial Assets and the Consolidated Statement of Cash Flows for the year then ended. These financial statements are the responsibility of the Village's management. Our responsibility is to express an opinion on these financial statements based on our audit and its result.

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 these financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in these financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the VILLAGE OF HARRISON HOT SPRINGS as at DECEMBER 31, 2010, and the results of its financial activities for the year then ended in accordance with Canadian generally accepted accounting principles for local governments modified as disclosed in Note 1 to the consolidated Financial Statements. We report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

*McConnell Voelkl*

CHARTERED ACCOUNTANTS

May 9, 2011

Hope, B.C.

Canada

**Village of Harrison Hot Springs**  
**Consolidated Statement of Financial Position**  
**As at December 31, 2010**

	2010	2009
<b>Financial assets</b>		
Cash and investments (Note 2)	\$ 6,758,477	\$ 6,944,897
Accounts receivable (Note 3)	416,437	777,537
Lease receivable (Note 4)	48,417	51,730
MFA deposits (Note 5)	40,771	40,360
	7,264,102	7,814,524
<b>Financial liabilities</b>		
Accounts payable and accrued liabilities (Note 6)	564,391	554,448
Developer's deposits and other trust liabilities (Note 7)	161,166	61,159
Deferred revenue (Note 8)	54,527	29,279
Development cost charges (Note 9)	976,614	1,277,580
MFA demand notes (Note 5)	40,771	40,360
Capital lease (Note 10)	19,746	30,517
Long-term debt (Note 11)	434,921	470,571
Interim financing debt (Note 12)	1,200,000	1,500,000
	3,452,136	3,963,914
Net financial assets	3,811,966	3,850,610
<b>Non-financial assets</b>		
Tangible capital assets (Note 13, Schedule I)	25,851,185	24,990,430
Prepaid expenses	37,234	24,363
	25,888,419	25,014,793
<b>Accumulated surplus</b>	<b>\$ 29,700,385</b>	<b>\$ 28,865,403</b>
Represented by:		
Operating fund	\$ 1,816,922	\$ 1,717,779
Capital fund (Note 15)	1,043,575	1,616,353
Statutory reserve fund (Note 15)	2,643,369	2,541,928
Equity in tangible capital assets (Note 14)	24,196,519	22,989,343
	\$ 29,700,385	\$ 28,865,403

*The accompanying notes and schedule are an integral part of these consolidated financial statements*

Approved on behalf of Mayor and Council

\_\_\_\_\_  
Dale Courtice, CGA  
Director of Finance

Village of Harrison Hot Springs  
Consolidated Statement of Operations  
for the year ended December 31, 2010

	Budget	2010	2009
	(Unaudited - note 21)		
<b>Revenue</b>			
Property taxes (Note 16)	\$ 2,231,750	\$ 2,235,815	\$ 1,951,290
Sale of services (Note 17)	596,500	618,236	573,327
Government transfers (Note 18)	1,671,840	619,730	1,800,529
Investment income	12,050	20,981	11,129
Penalties and interest	18,000	28,320	34,035
Development cost charges (Note 9)	-	296,407	36,806
Other	54,200	127,285	52,318
	4,584,340	3,946,774	4,459,434
<b>Expenses (Note 22)</b>			
Legislative	110,800	94,536	93,231
General government	730,710	659,685	633,265
Protective services	127,950	98,844	88,863
Public Works	261,070	223,230	197,749
Transportation services	164,250	79,862	162,475
Public health	2,700	2,360	1,452
Planning and development	30,700	60,374	27,229
Tourism, Community and Economic Development	171,480	159,555	87,781
Solid waste management and recycling	111,110	122,448	102,508
Beaches, parks, recreation and culture	453,890	364,220	388,212
Water services	162,800	131,670	154,643
Sewer services	271,190	222,086	240,338
Joint divestiture dissolution	-	-	131,212
Capital items expensed (Note 19)	-	243,305	7,488
Debt financing	62,310	61,299	47,809
Amortization (Note 1, Schedule I)	578,900	611,691	578,704
	3,239,860	3,135,165	2,942,959
Annual surplus	1,344,480	811,609	1,516,475
Prior period adjustment (Note 20)	-	23,373	-
Accumulated surplus, beginning of year	28,865,403	28,865,403	27,348,928
Accumulated surplus, end of year	\$ 30,209,883	\$ 29,700,385	\$ 28,865,403

Commitments and contingencies are specified in Note 22

The accompanying notes and schedule are an integral part of these consolidated financial statements



Village of Harrison Hot Springs  
Consolidated Statement of Change in Net Financial Assets  
for the year ended December 31, 2010

	Budget	2010	2009
	(unaudited - note 20)		
Annual Surplus	\$ 1,344,480	\$ 811,609	\$ 1,516,475
Acquisition of tangible capital assets	(3,599,500)	(1,472,446)	(3,568,201)
Amortization of tangible capital assets	578,900	611,691	578,704
Disposal of tangible capital assets at NBV	-	-	17,568
Prior period adjustment	-	23,373	-
	(1,676,120)	(25,773)	(1,455,454)
Acquisition of prepaid expenses	-	(37,234)	(24,363)
Use of prepaid expenses	-	24,363	30,926
	-	(12,871)	6,563
Increase (decrease) in net financial assets	(1,676,120)	(38,644)	(1,448,891)
Net financial assets, beginning of year	3,850,610	3,850,610	5,299,501
Net financial assets, end of year	\$ 2,174,490	\$ 3,811,966	\$ 3,850,610

*The accompanying notes and schedule are an integral part of these consolidated financial statements*



Village of Harrison Hot Springs  
Consolidated Statement of Cash Flows  
for the year ended December 31, 2010

	2010	2009
Cash provided by (used in):		
Operating Activities:		
Annual surplus / (deficit)	\$ 811,609	\$ 1,516,475
Non cash items:		
Amortization	611,691	578,704
(Increase) Decrease in prepaid expenses	(12,871)	6,563
Prior period adjustment	23,373	-
Changes to financial assets / liabilities:		
Accounts receivable	361,100	65,737
Lease Receivable	3,313	(51,730)
Accounts payable and accrued liabilities	109,950	(156,831)
Deferred revenue	25,248	4,129
Development cost charges	(300,966)	36,806
Net change in cash from operating activities	1,632,447	1,999,853
Capital Activities:		
Disposal of tangible capital assets at net book value	-	17,568
Acquisition of tangible capital assets	(1,472,446)	(3,568,201)
Net change in cash from capital activities	(1,472,446)	(3,550,633)
Financing Activities:		
Proceeds from debt issues	-	1,500,000
Debt repayment	(333,075)	(33,075)
Actuarial adjustments	(13,346)	(11,648)
Net change in cash from financing activities	(346,421)	1,455,277
Net change in cash	(186,420)	(95,503)
Cash and cash equivalents, beginning of year	6,944,897	7,040,400
Cash and cash equivalents, end of year	\$ 6,758,477	\$ 6,944,897

The accompanying notes and schedule are an integral part of these consolidated financial statements

## 1. Significant Accounting Policies

The Consolidated Financial Statements of the Village of Harrison Hot Springs which are the representation of management are prepared in accordance with Canadian generally accepted accounting principles for governments as prescribed by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. Significant accounting policies adopted by the Village are as follows:

### a. Basis of consolidation

The Consolidated Financial Statements reflect the combined results and activities of the reporting entity which is comprised of the Operating, Capital and Reserve funds. Inter-fund transactions have been eliminated on consolidation.

- i. Operating Funds: These funds include the General, Water and Sewer operations of the Village. They are used to record the operating costs of the services provided by the Village.
- ii. Capital Funds: These funds include the General, Water and Sewer capital funds. They are used to record the acquisition and disposal of property and equipment and their financing.
- iii. Reserve funds: Under the *Community Charter*, Village Council may, by bylaw establish reserve funds for specified purposes. Money in a Statutory Reserve Fund, and interest earned thereon, must be expended by bylaw only for the purpose for which the fund was established. If the amount in a reserve fund is greater than required, Village Council may, by bylaw, transfer all or part of the balance to another reserve fund. Non-statutory Reserves require an approved council budget and resolution before these funds can be expended.

### b. Revenue Recognition

Sources of revenue are recorded on the accrual basis and include revenue in the period in which the transactions or events occurred that give rise to the revenues, and expenses in the period the goods and services are acquired and a liability is incurred or transfers are due. Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Sale of services, user fee revenues, investment income, penalties and interest and other revenues are recognized when they are rendered by the Village or are due by convention, bylaw, or received. Grant revenues are recognized when the funding becomes receivable. Revenue unearned in the current period is recorded as deferred revenue and is recognized as revenue in the fiscal year the services are performed.

### c. Investments

Investments are recorded at cost. When in the opinion of management, there is a permanent decline in value, investments are written down to their net realizable value.

### d. Long-term debt

Long-term debt is recorded net of related sinking fund balances.

e. Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They may have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i. Tangible Capital Assets

Tangible capital assets, comprised of capital assets and assets under construction, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put in to service.

Asset	Useful Life - Years
Land improvements	10 – 25
Parks infrastructure	10 – 50
Buildings	40 – 50
Machinery and equipment	5 – 10
IT infrastructure	4 – 10
Vehicles	5 – 20
Roads infrastructure	15 – 20
Water infrastructure	10 – 100
Sewer infrastructure	10 – 100
Drainage infrastructure	10 – 100

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the time of donation.

iii. Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

iv. Leased tangible capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets.

f. Use of estimates

The preparation of consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses during the period.



Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

2. Cash and Investments

	2010	2009
Restricted cash and investments		
Statutory Reserves	\$3,289,491	\$3,678,529
Non-statutory reserves	1,516,751	1,938,280
	4,806,242	5,616,809
Unrestricted cash and investments	1,952,235	1,328,088
Total cash and investments	\$6,758,477	\$6,944,897

3. Account Receivable

	2010	2009
Property taxes	\$124,545	\$305,273
Other governments	232,199	400,384
Trade and other	59,693	72,326
	416,437	777,983
Less allowance for doubtful accounts	-	(446)
	\$416,437	\$777,537

4. Lease Receivable

The Village has entered into a lease agreement with the Harrison Hot Springs Pre-School Society. The Village committed a maximum of \$52,000 towards the purchase of a portable trailer for their use as a classroom. The lease is amortized over 15 years with the first term due December 1, 2014. Interest is at 6.25% (prime + 2%) blended payments of \$476.65 (principal and interest plus applicable taxes) are due on the first of each month until maturity.

	2010	2009
Balance, December 31, 2009	\$51,730	\$52,000
Less: Principal repayments	(3,313)	(270)
Balance, December 31, 2010	\$48,417	\$51,730



Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

**5. Deposit and Reserve – Municipal Finance Authority**

The Municipal Finance Authority of British Columbia (the Authority) provides capital funding for regional districts and their member municipalities. The Authority is required to establish a Debt Reserve Fund. The Authority must then use this fund if at any time there are insufficient funds to meet payments on its obligations. If this occurs the regional districts may be called upon to restore the fund.

Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the financing agreements. The interest earned on the Debt Reserve fund, less administrative expenses, becomes an obligation of the Authority to the regional districts.

Upon the maturity of a debt issue, the unused portion of the Debt Reserve Fund established for that issue will be discharged to the Municipality. The proceeds from these discharges will be credited to income in the year they are received. As at December 31, the total of the Debt Reserve fund was comprised of:

	2010	2009
Cash deposits	\$40,771	\$40,360
Demand notes	\$40,771	\$40,360

**6. Accounts Payable and Accrued Liabilities**

	2010	2009
Trade and other	\$495,977	\$412,672
Holdbacks payable	56,049	140,485
Other government	185	305
Accrued benefits	12,180	986
	\$564,391	\$554,448

**7. Developer's Deposits and Other Trust Liabilities**

	2010	2009
Property and event damage deposits	\$124,438	\$25,173
Non-refundable deposits	26,640	26,392
Letter of credit	2,900	2,873
Community groups funds held in trust	7,188	6,721
	\$161,166	\$61,159

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

8. Deferred Revenue

	2010	2009
Prepaid taxes	\$39,372	\$20,495
Facility rentals and other	15,155	8,784
	\$54,527	\$29,279

9. Development Cost Charges

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into separate reserve fund for capital expenses. In accordance with generally accepted accounting principles, the Village records these funds as restricted revenue which is then recognized when the related costs are incurred.

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer	\$ 904,210	\$ -	\$ 8,190	\$ -	\$ 912,400
Water	373,370	-	1,217	310,373	64,214
	\$1,277,580	\$ -	\$ 9,407	\$ 310,373	\$ 976,614

10. Capital Lease Liability

The Village has entered into a capital lease agreement with the Municipal Finance Authority to finance the acquisition of a portable trailer used as additional office space. The minimum lease payments over the remaining years of the lease are as follows:

2011	\$10,771
2012	8,975
	\$19,746

Total interest expense calculated on a straight line basis during the year was \$734 (\$734 in 2009). Total interest over the term of the lease is \$2,934.

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

11. Long-Term Debt

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
<b>General Fund</b>					
MFA Issue 75	\$213,363	\$ -	\$9,073	\$4,332	\$199,958
<b>Sewer Fund</b>					
MFA Issue 60	72,294	-	5,368	5,260	61,666
<b>Water Fund</b>					
MFA Issue 75	184,914	-	7,863	3,754	173,297
	\$470,571	\$ -	\$22,304	\$13,346	\$434,921

The following principle amounts are payable over the next five years:

	2011	2012	2013	2014	2015
General Fund	\$9,073	\$9,073	\$9,073	\$9,073	\$9,073
Sewer Fund	5,368	5,368	5,368	5,368	5,368
Water Fund	7,863	7,863	7,863	7,863	7,863
	\$22,304	\$22,304	\$22,304	\$22,304	\$22,304

\* Actuarial Adjustments represent interest earned on sinking funds held by the Municipal Finance Authority. Such interest is used to reduce the principal amount of outstanding debt.

12. Interim Financing

In 2009 the Village borrowed \$1,500,000 under the Interim Financing Program from the Municipal Finance Authority of British Columbia for the purpose of constructing a new water reservoir. The Village has until 2014 to pay back the principal amount. Any principal balance unpaid will be converted into long-term debt at that time. The Village can pay down any amount on the principal in each of the next four years. Interest is paid monthly. During the year the Village paid \$21,004 in interest.

	2010	2009
Balance, December 31, 2009	\$1,500,000	\$ -
Proceeds from issue of debt	-	1,500,000
Principal repayments	(300,000)	-
Balance, December 31, 2010	\$1,200,000	\$1,500,000



Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

13. Tangible Capital Assets

	2010	2009
Land	\$9,984,913	\$9,984,913
Buildings	539,958	573,760
Equipment, furniture and vehicles	403,285	472,679
Engineering structures:		
Water	5,263,613	3,198,071
Sewer	2,375,922	2,467,406
Drainage	1,226,210	1,243,720
Roads	4,028,755	4,260,404
Other	964,098	1,013,915
Other tangible capital assets	1,064,431	1,775,562
Total	\$25,851,185	\$24,990,430

For additional information, see Consolidated Schedule of Tangible Capital Assets. (Schedule I)

The Village has \$1,031,847 of tangible capital assets under construction at December 31, 2010.

14. Equity in Tangible Capital Assets

Equity in tangible capital assets (TCA) represents the net book value (NBV) of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2010	2009
Equity in TCA, beginning of year	\$22,989,343	\$21,472,690
Add: Capital acquisitions	1,472,446	3,568,201
Debt principal repayment	333,075	33,075
Actuarial adjustment	13,346	11,649
Less: Proceeds from the issue of debt	-	(1,500,000)
Dispositions at NBV	-	(17,568)
Amortization	(611,691)	(578,704)
Equity in TCA, end of year	\$24,196,519	\$22,989,343



Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

15. Accumulated Surplus

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2010	2009
<b>Surplus:</b>		
Invested in tangible capital assets	\$24,196,519	\$22,989,343
Operating fund	1,816,922	1,717,779
Total surplus	26,013,441	24,707,122
<b>Reserves set aside by Council:</b>		
<b>Capital Fund Reserves</b>		
Assessment appeal	116,930	115,865
Beach	34,087	33,771
Building	56,196	45,724
Contingencies	10,286	10,191
Dock replacement	26,622	26,376
Flood box / drainage	13,937	13,808
General	26,368	26,124
Insurance	8,930	8,847
Memorial Hall restoration	8,138	434,079
Office equipment	20,914	20,720
Property	42,556	42,162
Road/Sidewalk	110,782	109,815
Sick leave/Retirement	159,105	157,663
Resort Municipality Initiative	155,277	24,240
Sewer	181,813	178,370
Water	71,634	368,598
Total Capital Fund Reserves	1,043,575	1,616,353
<b>Statutory Fund Reserves:</b>		
Community amenities	89,904	67,891
Community Works Fund (Gas Tax)	373,048	185,669
Fire department capital	424,725	395,936
Land unexpended funds	7,263	7,195
Parkland acquisition	116,021	114,940
Public works capital	68,157	160,005
Sewage treatment replacement	1,459,261	1,268,734
Sewer unexpended funds	74,796	74,099
Transport Canada	-	205,197
Port Divestiture income	30,194	62,262
Total Statutory Fund Reserves	2,643,369	2,541,928
	\$29,700,385	\$28,865,403

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

16. Taxation

Taxation revenue, reported on the consolidated statement of operations, is made up of the following:

	Budget	2010	2009
<b>Taxes collected</b>			
Municipal property taxes	\$1,789,300	\$1,789,338	\$1,589,998
Municipal debt taxes	26,100	26,149	26,151
Frontage taxes - Sewer	197,500	198,262	130,836
Frontage taxes - Water	183,500	185,892	169,978
1 % Utility taxes	29,900	30,024	28,593
Payments in lieu of taxes	5,450	6,146	5,734
School taxes	1,346,800	1,346,762	1,386,511
Regional District	79,350	79,319	100,735
Regional Hospital District	122,850	122,851	127,111
Police tax	106,250	106,257	99,341
Other agencies	34,600	34,611	35,410
	3,921,600	3,925,611	3,700,398
<b>Less transfers to other governments</b>			
School District	1,346,800	1,346,762	1,386,511
Regional District	79,350	79,319	100,735
Regional Hospital District	122,850	122,848	127,111
Police	106,250	106,257	99,341
Other agencies	34,600	34,610	35,410
	1,689,850	1,689,796	1,749,108
<b>Net taxes available for municipal purposes</b>	<b>\$2,231,750</b>	<b>\$2,235,815</b>	<b>\$1,951,290</b>

17. Sale of Services, User Rates, Rentals

	Budget	2010	2009
Sewer user fees	\$320,000	\$319,209	\$323,452
Water user fees	151,000	166,981	111,712
Licenses and permits	28,200	30,699	33,318
Facility rentals	88,900	88,907	95,748
Fines	4,300	6,235	2,468
Other	4,100	6,205	6,629
<b>Total</b>	<b>\$596,500</b>	<b>\$618,236</b>	<b>\$573,327</b>

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

18. Government Transfers

The Village recognizes the transfer of government funding as expenses or revenues in the period that the events giving rise to the transfer occurred. The Government transfers reported on the Statement of Operations are:

	Budget	2010	2009
<b>Provincial:</b>			
Conditional			
Infrastructure - wastewater treatment plant	\$600,000	\$32,317	-
Infrastructure - water main extension	40,000	40,407	
Infrastructure - pedestrian bridge	-	-	87,500
Infrastructure - marine sanitation station	-	-	26,514
Infrastructure - sewer	-	-	32,361
Infrastructure - plaza	-	-	140,000
Infrastructure - Memorial Hall	-	-	400,000
Tourism Revenue Sharing	250,000	330,772	330,771
Other	640	2,425	85,896
Unconditional	89,200	89,214	562,188
<b>Federal:</b>			
Conditional			
Infrastructure - wastewater treatment plant	600,000	32,317	-
Infrastructure - Sewer	-	-	32,362
Gas tax	92,000	92,278	92,937
<b>Regional:</b>			
Conditional			
Infrastructure - marine sanitation station	-	-	10,000
	\$1,671,840	\$619,730	\$1,800,529

19. Capital items expensed

This includes items that although budgeted as capital expenditures did not qualify as tangible capital assets under the Village's policy.

In addition, Council in an agreement with the District of Kent agreed to contribute towards the Breakwater project from funds received from Transport Canada for the Harrison Port Operation. The Village has contributed \$210,000 towards this project located in the District of Kent.

20. Prior period adjustment

\$23,273 represents 2009 revenue which should have been recorded as operating revenue from new water connections but was reflected in error as Water DCC contributions.



Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2010

**21. Budget Data**

The unaudited budget data presented in these consolidated financial statements is based upon the 2010 operating and capital budgets approved by Council on May 12, 2010. The chart below reconciles the approved balanced budget to the budget figures reported in these consolidated financial statements.

<b>2010 Adopted Operating and Capital Budget</b>	<b>Budget Amount</b>
Revenues:	
Operating budget	\$ 3,252,810
Capital budget	4,257,900
Total revenue	7,510,710
Expenses:	
Operating budget	3,239,860
Capital budget	4,270,850
Total expenses	7,510,710
Budgeted surplus (deficit)	\$ -
Budgeted surplus (deficit)	\$ -
Add:	
Transfers from reserves	2,097,000
Transfer from surplus	250,470
Amortization	578,900
Less:	
Capital expenses	(3,599,500)
Transfers to reserves	(349,000)
Principal repayments	(322,350)
Annual budgeted surplus (see statement of operations page 4)	\$ 1,344,480

**22. Classification of Expenses by Object**

The Schedule of Operating Fund Activities represents the expenditures by function; the following table classifies those same expenditures by object:

	<b>Budget</b>	<b>2010</b>	<b>2009</b>
Salaries, wages and employee benefits	\$1,424,000	\$1,158,094	\$1,076,886
Operating materials and supplies	372,570	308,737	407,939
Contracted services	129,600	169,834	122,547
Administrative services and supplies	432,480	358,073	325,360
Utilities	122,500	116,801	108,355
Rentals and contractual obligations	117,500	107,331	112,456
Debt financing	62,310	61,299	47,809
Other	-	243,305	162,903
Amortization	578,900	611,691	578,704
Total expenditures by object	\$3,239,860	\$3,135,165	\$2,942,959



### 23. Commitments and Contingencies

- a. The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 163,000 active members and approximately 60,000 retired members. Active members include approximately 35,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2009 indicated an unfunded liability of \$1,024 million for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. The actuary does not attribute portions of the surplus to individual employers. The Village of Harrison Hot Springs paid \$67,359 for employer contributions to the plan in fiscal 2010.

- b. Debts of the Fraser Valley Regional District are, under provisions of the *Local Government Act*, a direct, joint and several liability of the District and each member municipality within the District, including the Village of Harrison Hot Springs.
- c. The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by section 3.02 of the *Insurance Act* of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange are in every case several, not joint and several. The Village irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- d. The Village has an agreement with the Harrison Hot Springs Tourism Society to provide annual funding of \$31,000. The term of the agreement is until December 31, 2013.

### 24. Significant Taxpayer

The Village is reliant upon one taxpayer for approximately 25 % of the property tax revenue.

**Village of Harrison Hot Springs**  
**CONSOLIDATED STATEMENT OF TANGIBLE CAPITAL ASSETS**

For the Year Ended December 31, 2010

	Land	Building	Equipment / Furniture / Vehicles	Water	Engineering Structures Sewer / Drainage	Roads	Other	Other Tangible Capital Assets	2010 Total	2009 Total
<b>COST</b>										
Opening Balance (restated)	\$ 9,984,913	\$ 1,216,952	\$ 1,461,205	\$ 3,918,061	\$ 6,877,709	\$ 7,215,984	\$ 1,274,801	\$ 1,898,231	\$ 33,847,856	\$ 30,338,621
Add: Additions	-	-	28,584	2,150,988	-	-	-	947,622	3,127,194	3,568,200
Less: Disposals	-	-	(10,499)	-	-	-	-	(1,654,748)	(1,665,247)	(58,977)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Closing Balance	9,984,913	1,216,952	1,479,290	6,069,049	6,877,709	7,215,984	1,274,801	1,191,105	35,309,803	33,847,856
<b>ACCUMULATED AMORTIZATION</b>										
Opening Balance	-	643,192	988,526	719,990	3,166,583	2,955,580	260,886	122,669	8,857,426	8,320,120
Add: Amortization	-	33,802	97,978	85,446	108,994	231,649	49,817	4,005	611,691	578,704
Less: Acc. Amortization on Disposals	-	-	(10,499)	-	-	-	-	-	(10,499)	(41,402)
Closing Balance	-	676,994	1,076,005	805,436	3,275,577	3,187,229	310,703	126,674	9,458,618	8,857,422
<b>Net Book Value for year ended December 31, 2009</b>	<u>\$ 9,984,913</u>	<u>\$ 539,958</u>	<u>\$ 403,285</u>	<u>\$ 5,263,613</u>	<u>\$ 3,602,132</u>	<u>\$ 4,028,755</u>	<u>\$ 964,098</u>	<u>\$ 1,064,431</u>	<u>\$ 25,851,185</u>	<u>\$ 24,990,434</u>

TO: TED TISDALE - CHIEF ADMINISTRATIVE OFFICER

FROM: MICHAEL ROSEN - PLANNING CONSULTANT

RE: NEIGHBOURHOOD PLANNING AREA 2 - RESULTS OF PUBLIC HEARING  
OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 961, 2011

DATE: MAY 2, 2011

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## RECOMMENDATIONS

- 1) **THAT** the report from the Planning Consultant on the public hearing regarding "Village of Harrison Hot Springs Official Community Plan Amendment No. 961, 2011" be received;
- 2) **THAT** "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" be read a third time; and
- 3) **THAT** "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" be read a fourth and final time.

## BACKGROUND

On 11 April 2011, the Public Hearing was held regarding Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011. At the subsequent Council meeting, Council referred the comments / questions that surfaced at the Hearing to the Planning Consultant for review and comment.

## SUMMARY OF PUBLIC INFORMATION MEETING

The draft minutes of the Public Hearing are attached. The following is a summary of the comments and responses as appropriate.

SPEAKER	COMMENT / QUESTION	RESPONSE
Leslie	<input type="checkbox"/> Bylaw changes zoning regulations <input type="checkbox"/> Sprinklering requirements? <input type="checkbox"/> Why high density in area?	<input type="checkbox"/> OCP does not change zoning <input type="checkbox"/> Building code will prevail <input type="checkbox"/> OCP speaks to density increase
Zoltan Kiss	<input type="checkbox"/> His lot will be landlocked – does not apply <input type="checkbox"/> OCP not to be changed for 5 years <input type="checkbox"/> Densities in Plan have been increased <input type="checkbox"/> Coach houses will be large due to floodplain rules <input type="checkbox"/> There will be traffic problems at Lillooet and Eagle	<input type="checkbox"/> No response <input type="checkbox"/> OCP can be changed at any time <input type="checkbox"/> Densities have been the same as in previous drafts <input type="checkbox"/> Zoning regulations / guidelines will be used to control size <input type="checkbox"/> Traffic issue will be monitored over time



<b>Karl Dopf</b>	<input type="checkbox"/> Future residents may oppose redevelopment of lakeshore properties due to view loss <input type="checkbox"/> Concerned with increase in the number of driveway accesses onto Lillooet <input type="checkbox"/> Parking requirements for visitors? <input type="checkbox"/> No need for medium density housing <input type="checkbox"/> Clarification for different singly family lot sizes is needed	<input type="checkbox"/> No response  <input type="checkbox"/> Will be considered on a case by case basis with input from MOTI  <input type="checkbox"/> Controlled by Zoning Bylaw <input type="checkbox"/> No response  <input type="checkbox"/> The Neighbourhood Plan identifies the north side of Echo for single family lots but does not specify lot size
<b>John Allen</b>	<input type="checkbox"/> A water line exists on Echo <input type="checkbox"/> Mount Street should connect Echo and Lillooet, not be closed <input type="checkbox"/> Neighbourhood Plan is not needed <input type="checkbox"/> Council does not have respect for neighbourhoods	<input type="checkbox"/> No response <input type="checkbox"/> Closing Mount was a Working Group recommendation <input type="checkbox"/> No response  <input type="checkbox"/> No response
<b>Bernard</b>	<input type="checkbox"/> Question promoting full time residents <input type="checkbox"/> Housing societies can be controversial	<input type="checkbox"/> No response  <input type="checkbox"/> No response
<b>Andy Strothotte</b>	<input type="checkbox"/> In support of Neighbourhood Plan – change is healthy <input type="checkbox"/> Plan accommodates varied needs of neighbourhood residents	<input type="checkbox"/> No response  <input type="checkbox"/> No response
<b>Zoltan Kiss</b>	<input type="checkbox"/> Increase density by infilling - building on vacant lots	<input type="checkbox"/> Agree

Based upon my observations, there are no changes to the Neighbourhood Plan that need to be made as a result of the Public Hearing.

### **COUNCIL OPTIONS**

Regarding the next steps in the Neighbourhood Plan preparation process, the following options are provided for Council's consideration:

- Option 1: Read "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" a third and final time;
- Option 2: Request staff to revise "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 961, 2011" prior to proceeding to third reading; or
- Option 3: Pursue another course of action.



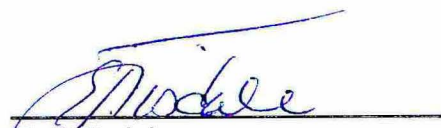
**CONCLUSION**

The purpose of the Public Hearing was to enable the community to have a final opportunity to become informed about and offer comment on the Neighbourhood Plan. While a number of comments were made, no changes to the Neighbourhood Plan are identified. On this basis, Option 1 is the recommended course of action.

Michael Rosen

*Attachment:*

- 1) *Bylaw 961, 2011*
- 2) *Draft Public Hearing Notes of April 11, 2011*

**Reviewed by Chief Administrative Officer:**

Ted Tisdale  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 961

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

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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;

**AND WHEREAS** Village of Harrison Hot Springs Official Community Plan Bylaw No. 864 contemplated that a Neighbourhood Plan would be prepared for Neighbourhood Planning Area 2 – Echo Avenue and Eagle Street;

**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. 961, 2011".

#### **II. AMENDMENT**

1. That the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864, be amended to include the following:
  - a) Schedule 1 – F (Neighbourhood Plan – Echo Avenue and Eagle Street) attached to this Bylaw as Schedule "A".
2. That Schedule "A" of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864, be amended as follows:
  - a) Add references to Schedule 1 – F (Neighbourhood Plan – Echo Avenue and Eagle Street) in Section 1.2; and
  - b) Delete Section 3.2.4 and replace it with the following:

"To consider the potential redevelopment of **Neighbourhood Planning Area 2** as shown on Figure 1 - **Neighbourhood Planning Areas**, that is in accordance with the Neighbourhood Plan – Echo Avenue and Eagle Street attached as Schedule 1-F."
3. That Schedule 1 – B of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864 be amended by deleting the **Lakeshore Residential** and **Low Density Residential** land use designations and

replacing them with “**Subject to Schedule 1 – F (Neighbourhood Plan)**” as identified in Schedule “B” of this Bylaw.

4. That Schedule 1 – C of the Official Community Plan of Village of Harrison Hot Springs Official Community Plan Bylaw Number No. 864 be amended by including the area shown in bold outline as identified in Schedule “C” of this Bylaw within the **Multi Family Residential Development Permit Area**.

### III. READINGS AND ADOPTION

READ A FIRST TIME THIS 17<sup>th</sup> DAY OF JANUARY, 2011

READ A SECOND TIME THIS 14<sup>th</sup> DAY OF MARCH, 2011

A PUBLIC HEARING WAS HELD ON THE 11<sup>th</sup> DAY OF APRIL, 2011

READ A THIRD TIME THIS        DAY OF        , 2011

ADOPTED THIS        DAY OF        , 2011.

\_\_\_\_\_  
Mayor

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

## Schedule "A" to Bylaw 961, 2011

*SCHEDULE 1 – F*

## NEIGHBOURHOOD PLAN ECHO AVENUE AND EAGLE STREET AREA

**A. BACKGROUND AND PURPOSE**

The Village's Official Community Plan (OCP) designates the area bounded by Lillooet Avenue to the north, Mount Street to the east, Echo Avenue to the south, and Miami Creek to the west as **Neighbourhood Planning Area 2**. Section 3.2.4 of the OCP speaks to **Neighbourhood Planning Area 2** by indicating that the area has the potential to accommodate medium density multi family development by extending the Lakeshore Residential area designation southward provided that the redesignation takes place on the basis of a comprehensive development proposal that addresses the overall area.

**B. PLANNING AREA STATISTICS**

The following general information is provided for the planning area:

- 1) Size of Area: 5.5 ha (13.5 acres)
- 2) Number of Existing Lots: 46
- 3) Current Zoning:      Primarily R-2 (Two Family Residential)  
                                 2 lots: R-4 (Multi Family Residential - Medium  
                                 Density)  
                                 2 lots: P-1 (Community Institutional)
- 4) Existing Municipal Services:      Municipal water and sewer

**C. PLANNING CONTEXT AND ISSUES**

**Neighbourhood Planning Area 2** has been identified in the Official Community Plan as an area that could transition from a predominantly single family area with smaller older homes to an area with a series of medium density multi-family residential buildings. This neighbourhood is in close proximity to the Village's primary commercial area and Harrison Lake. Consistent with current sustainability principles, the increase in density of this neighbourhood is seen as an opportunity to promote a more walkable



community enabling more people to live close to the beach and community's major amenities. The challenge for the Village in planning for the redevelopment of an existing established residential neighbourhood is the consideration of the following issues:

- 1) is the infrastructure capable of accommodating an increase in development?;
- 2) what can be done to mitigate the impacts of a neighbourhood in transition?;
- 3) will people be displaced if older housing is replaced with new housing?;
- 4) can the older homes co-exist with new development?;
- 5) will the densities be high enough to enable a developer to purchase land at a price that will be acceptable to the existing property owner?;
- 6) what are the important design features for the new housing?; and
- 7) what features can be integrated in the design of the area that would promote sustainability?

#### **D. PLANNING PRINCIPLES**

In an attempt to address the above noted issues, the redevelopment of **NeighbourhoodPlanning Area 2** shall respect the following planning principles:

- 1) The change of use and density of the neighbourhood shall respect the character of the single family neighbourhood on the south side of Echo Avenue.
- 2) To facilitate the efficient redevelopment of properties, the assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.
- 3) Density of development shall decrease as the distance from the lake increases.
- 4) New development shall be designed to cater to full time residents as opposed to part time residents.
- 5) Development proposals shall identify the manner in which existing residents who may be displaced will be housed elsewhere.
- 6) If necessary, new zones will be created to accommodate innovative development proposals.

7) Density bonuses will be considered for development projects that provide:

- a) rental housing or have some units owned and operated by a housing society;
- b) community amenities either within the neighbourhood or elsewhere within the Village;
- c) green building elements that promote energy and water conservation; and
- d) tangible opportunities for promoting alternative modes of transportation.

8) Infrastructure upgrades shall be the responsibility of the developer.

#### E. LAND USE CONCEPT

A number of land use options were considered in the preparation of the **Neighbourhood Plan**. They differed with respect to the amount and location of small (400 square meters) and conventional lots (557 - 697 square meters), and multi family dwellings (townhouses and low rise apartments). The land use concept for the **Neighbourhood Plan** is outlined in **Appendix A**, the highlights of which are as follows:

- ☐ the land fronting Lillooet Avenue and Eagle Street is designated for multi-family residential development;
- ☐ the land on the north side of Echo between Spruce and Mount is intended to remain single family in character accommodating smaller lots and / or a second smaller dwelling such as a cottage or coach house;
- ☐ the church on the south side of Lillooet would remain as part of the neighbourhood;
- ☐ Bear Avenue between Eagle and Spruce could be closed;
- ☐ the park along the Miami River would be linked to a new park at the intersection of Spruce and Lillooet that would serve the local park needs of the neighbourhood.

Based upon an average density of 30 units per hectare (12 units per acre), it is estimated that the maximum number of new dwelling units would be in the 120 - 150 unit range.

## F. POLICY FRAMEWORK

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

### 1. Land Use and Density

- a) The land within the **Neighbourhood Plan** shall be developed primarily as a residential neighbourhood. Commercial development as part of a mixed commercial / residential project will be accommodated on a small section of the south side of Lillooet Avenue between the Miami River park and Eagle Street. The church on the south side of Lillooet Avenue shall be retained adding diversity to the neighbourhood.
- b) Within the **Neighbourhood Plan**, 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.) minimum lot size with a 12 meter wide frontage except for panhandle lots;
  - ii) Conventional residential lot – 557 sq. m. (6000 sq. ft.) minimum lot size
  - iii) Low density multi family residential (townhouse –maximum 35 units / ha. (14 units / acre)
  - iv) Medium density multi family residential (low rise apartment – maximum 74 units / ha. (30 units / acre).
- c) The multi family site designated at the east end of Echo Avenue along Mount Road shall be developed in such a manner that vehicular access shall be arranged off of Lillooet Avenue and not Echo.
- d) For the lots on the north side of Echo Avenue designated Single Family, new zoning regulations shall be considered that will accommodate small cottages or guest houses in the rear portion of a lot, their size and siting to respect the single family character of the street.



- e) The Village will consider innovative zoning regulations to retain the character house at the north-west corner of Echo and Eagle.
- f) Secondary suites shall be accommodated within houses on conventional single family lots subject to an amendment to the Zoning Bylaw.
- g) To facilitate the efficient redevelopment of the lands for multi family housing, assembly of existing single family lots is the preferred approach; however redevelopment options for individual lots shall be provided where possible.
- i) Individual rezoning applications shall demonstrate the manner in which the proposed development will tie into adjacent lands or proposed development and to the neighbourhood as a whole.
- j) Rezoning applications for new development that would result in affordable housing opportunities for seniors or young families and that would be constructed to a higher than normal standard with green building technology will be favourably considered.

## **2. Building Design and Landscaping**

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

## **3. Transportation and Access**

- a) No new public roads shall be developed within the neighbourhood.
- b) The east end of Echo Road shall continue as a cul de sac and Mount Road between Lillooet and Echo will not be developed as a connecting road.
- c) Bear Avenue may be closed and disposed of to the adjoining properties when redevelopment takes place, but a trail link shall be maintained between the Miami River trail and the new park at Spruce Street.



- d) Spruce Street may be closed and converted into a neighbourhood park. That portion of Spruce Street that connects to Echo could be sold off as a single family lot, but in no way will any existing houses lose their driveway accesses.

#### **4. Parks and Trails**

- a) A new neighbourhood park utilizing the Spruce Street and Bear Avenue rights of way shall be created and connected to the residential areas with trails where possible.
- b) As a condition of rezoning, developers will be required to make financial contributions towards the development of the Spruce Street Park.
- c) The trails along the east side of the Miami River and within the Mount Street road allowance shall continue to provide important north – south trail linkages.

#### **5. Infrastructure**

- a) Although the Village wide water, sewer, and road systems are considered adequate for new development in the planning area, the adequacy of the existing on-site infrastructure to service new development shall be determined prior to rezoning the lands.
- b) Any required off-site, on-site, or upgrading of existing road frontages shall be the responsibility of the developer and shall be secured at the time of rezoning or subdivision as the case may be.

#### **6. Environment and Hazard Land**

- a) Although there are no significant environmental features within the area, the Village shall encourage developers to retain mature trees where possible subject to the preparation of an arborist report.
- b) Clustering of development and smaller building footprints are encouraged to minimize the creation of impermeable surfaces.
- c) All development shall conform to applicable flood protection requirements.
- d) Redevelopment of the sites at the far east end of the Neighbourhood Plan area shall be subject to the applicable guidelines within the Geotechnical Hazards Development Permit Area No 4.

## G. CONCLUSION

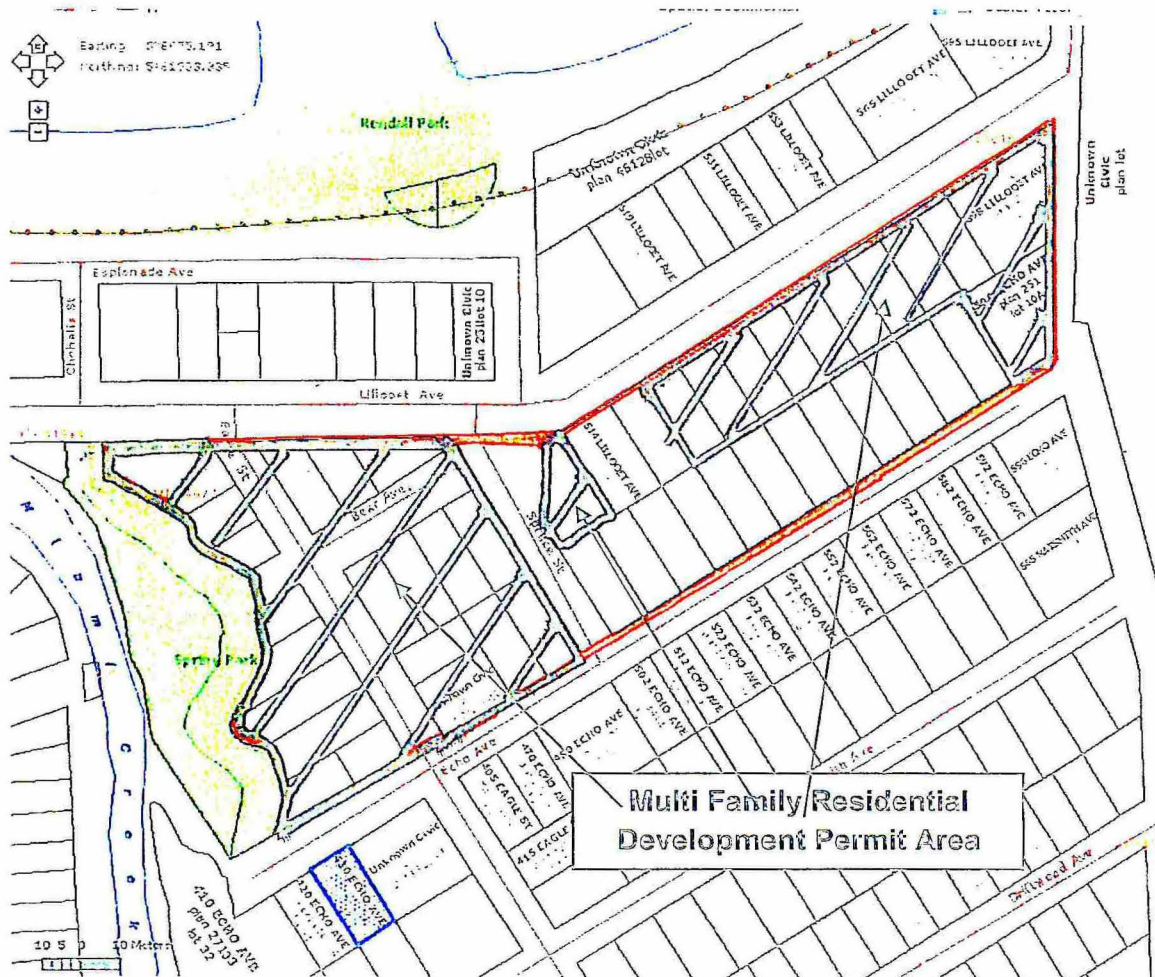
The Neighbourhood Plan has been devised in accordance with a series of planning principles that are consistent with best management practices related to sustainability. The density and housing form that has been established will enable the neighbourhood to provide a gradual transition from the higher density area along the lake to the single family neighbourhood to the south. It is anticipated that the changes to the neighbourhood will take place over time.

# APPENDIX A LAND USE CONCEPT









**VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF PUBLIC HEARING OF  
OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and  
ZONING AMENDMENT BYLAW NO. 963, 2011**

**DATE:** April 11, 2011  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers, Memorial Hall, 290 Esplanade

**IN ATTENDANCE:** Mayor Becotte  
Councillor Perry  
Councillor Jackson  
Councillor Kenyon  
Councillor Harris  
  
Ted Tisdale, Chief Administrative Officer  
Michael Rosen, Planning Consultant  
Andre Isakov, Community and Economic Development  
Officer  
Debra Key, Corporate Officer  
  
Krystal Burr, Recording Secretary

(1) Call to  
Order

**CALL TO ORDER**

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

(2)

**PROCEDURE FOR PUBLIC HEARING**

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

**Official Community Plan Bylaw Amendment Bylaw No. 961, 2011 (the "Village")**

Chief Administrative Officer/Corporate Officer read out the proposed amendment to the Official Community Plan Amendment Bylaw No. 961, 2011 for Council's consideration.

The Mayor reported that one email and one letter were received.

The Village's planning consultant, Michael Rosen, gave a brief overview of the bylaw amendment.



**VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF THE PUBLIC HEARING  
OF OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and ZONING AMENDMENT BYLAW NO. 963, 2011  
*April 11, 2011***

**(3) PUBLIC COMMENTS**

**Leslie**

Q – Why are you trying to convince us that this is not going to change the bylaws with zoning applications? If it is a high density lots then what about the mandatory sprinkler requirements? Why is there a rush on the beachfront high density?

A – This does not change the zoning it creates opportunities to change the zoning. Council is never obligated to change zoning. Anything that is going to be considered for a building permit will have to be approved through the Building Code.

**Zolton Kiss 531 Echo**

Q – I am going to be landlocked because none of this is going to apply to me. I am opposed. It states in the OCP that to give stability to the community it will last a minimum of 5 years. When we started this study group the allowable houses/residents per acre were 8 and now it is 12 and 30 per acre for a low rise apartment. This item was not addressed in our study group. The concept of coach houses were discussed, on paper it sounds really good except we now have a flood area where we have to build up to which is basically 5 feet, so that small cottage will not be little it will be a full house. The traffic at Lillooet and Eagle was not addressed; it should have had a traffic study done.

**Karl Dopf 595 Lillooet**

Q – Is there assurance from Council that when the lakeshore plan is looked at that their C2 zoning does not change? There are concerns with the access points off of Lillooet Avenue. For the medium density buildings what sort of parking will be required for their visitors? He is opposed of medium density buildings as there are enough apartment/condominiums in the community already. There are two different lot sizes in the proposal and some clarification on that is requested.

**John Allen 398 Hot Springs Road**

Q – there is a water line that runs the length of Echo Avenue all the way to the mountain, but there is no water line between Eagle Street and Rockewell Drive on Lillooet. He is objecting against closing Mount Street as it has been around since 1889. He is unsure why this is in front of Council as no one in the neighbourhood has asked for it. Encouraging development is good but you have to consider the people that live in one of the more historical area of Harrison. This Council and the Council before does not have respect for the neighborhoods when considering these applications.

**VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF THE PUBLIC HEARING  
OF OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and ZONING AMENDMENT BYLAW NO. 963, 2011  
April 11, 2011**

**Bernard 555 Echo Avenue**

Q – How can you promote or enforce catering to full time residents? Housing societies can be very good but in many cases are very controversial.

**Andy 592 Echo Avenue**

Is in support of this change. Change is healthy in communities. The proposal does incorporate a number of different people's desires of what they are looking for in their neighbourhood.

**Zolton Kiss – 531 Echo Avenue**

Q - The OCP states that one of the ways we can increase density in the community is infill, during the study group there was a suggestion that there is a few empty lots that could be built on to increase density.

The Mayor called for a second time for submissions to Council regarding Bylaw No. 961, 2011 Official Community Plan Amendment.

The Mayor called for the third and final time for submissions to Council regarding Bylaw No. 961, 2011 Official Community Plan Amendment Bylaw.

Public hearing concluded for Bylaw No. 961, 2011 at 8:04 p.m.

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

**Zoning Amendment Bylaw No. 963, 2011 (the "Village")**

Chief Administrative Officer/Corporate Officer read out the proposed amendment to the Zoning Amendment Bylaw No. 963, 2011 for Council's consideration.

The Mayor reported that one letter was received.

The Chief Administrative Officer/Corporate Officer presented the bylaw amendment.



**VILLAGE OF HARRISON HOT SPRINGS  
RECORD OF THE PUBLIC HEARING  
OF OFFICIAL COMMUNITY PLAN BYLAW  
AMENDMENT BYLAW NO. 961, 2011 and ZONING AMENDMENT BYLAW NO. 963, 2011  
April 11, 2011**

**(3) PUBLIC COMMENTS**

**Zolton Kiss 531 Echo**

Q – When I walk up Spruce to the boat launch I noticed that Council painted some pedestrian crosswalks. I attended a meeting at the Hotel for a plan for the beach front and how it could be developed over a period of time, the concept was to have something related to the boat launch but all I see around there now is boat, trailers and trucks, which is a traffic hazard to have all the action at the boat launch. Why are we in the business of providing boat launching to people outside of the community when there was revenue of less than \$60,000.00.

A – The owners of the property are here with us and declined to comment.

Q – Are there any plans for paving that parking lot?

A – No

**John Allen – 398 Hot Springs Road**

Q – Submission was read out loud. I believe you owe the public an explanation as to why you are rezoning these properties. I do not approve of the spot zoning.

The Mayor called for a second time for submissions to Council regarding Bylaw No. 963, 2011 Zoning Amendment Bylaw.

The Mayor called for the third and final time for submissions to Council regarding Bylaw No. 963, 2011 Zoning Amendment Bylaw.

**(4) CONCLUSION**

**The public hearings concluded at 8:20 p.m.**

Certified a true and correct copy of the record of the Official Community Plan Amendment Bylaw No. 961 and Zoning Amendment Bylaw No. 963 Public Hearing held April 11, 2011 in the Council Chambers, 290 Esplanade Avenue, Village of Harrison Hot Springs, BC

\_\_\_\_\_  
Ken Becotte  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** May 5, 2011

**FROM:** Director of Finance

**FILE:**

**SUBJECT:** Alternative Approval Process – Borrowing for Water Treatment Project

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**ISSUE:**

Election to use the Alternative approval process to secure borrowing for the water treatment capital project in 2011.

**BACKGROUND:**

In order to continue to use Harrison Lake as the Village's water supply the Village must meet new water treatment regulations. The Village has included in its 2011 Financial Plan a \$450,000 water treatment capital project. The Village is planning on borrowing for this project and has applied for a \$225,000 grant through the Gas Tax Regionally Strategic Projects Program. A borrowing bylaw needs to be created in order to commence the Alternative Approval Process. As with any grant application a positive outcome is never a guarantee and therefore the borrowing bylaw should include \$450,000 in the event the grant application is unsuccessful.

Section 86 of the *Community Charter* stipulates the requirements when using the Alternative Approval Process.

**RECOMMENDATION:** THAT staff be directed to initiate the Alternative Approval Process for the purposes of borrowing \$450,000 for the water treatment capital project, and

THAT Bylaw No. 975 Water Treatment Construction Loan Authorization be received for first, second and third reading



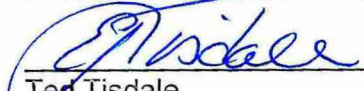
Respectfully submitted for your  
consideration;

**DIRECTOR OF FINANCE**

  
\_\_\_\_\_  
Dale Courtice, CGA

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

I concur with the recommendation.

  
\_\_\_\_\_  
Ted Tisdale

# VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 975

**A Bylaw of the Village of Harrison Hot Springs to authorize for the borrowing for the construction of a water treatment system for the Village's surface water supply**

WHEREAS it is deemed desirable and expedient to improve the quality of the water supply;

AND WHEREAS the estimated cost of constructing a Water treatment system for the Village's surface water supply is \$450,000 and is included in the Village's Financial Plan;

AND WHEREAS the approval of the electors will be obtained through the alternative approval process;

NOW THEREFORE the Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of a water treatment system for the Village's surface water supply generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the forgoing:
  - a) To borrow upon the credit of the Municipality a sum not exceeding \$450,000.
  - b) To acquire all such real property, easements, rights of way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the said improvements to the water distribution system.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty years.
3. This bylaw may be cited for all purposes as, "Water Treatment Construction Loan Authorization Bylaw No. 975, 2011".

READ A FIRST TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

READ A SECOND TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

READ A THIRD TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

RECEIVED THE APPROVAL OF THE INSPECTOR OF MUNICIPALITIES THIS DAY OF  
2011

RECEIVED THE APPROVAL OF THE ELECTORS OF THE VILLAGE OF HARRISON HOT SPRINGS  
BY WAY OF THE ALTERNATIVE APPROVAL PROCESS ON THE        DAY OF        , 2011

RECONSIDERED AND FINALLY PASSED AND ADOPTED THIS      DAY OF      , 2011

**Ken Becotte**  
Mayor

Debra Key  
Corporate Officer







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 5, 2011  
**FROM:** Debra Key, Corporate Officer **FILE:** 1855-03-08  
**SUBJECT:** Hotel Room Additional Tax Levy

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#### ISSUE:

To establish a Hotel Room Additional Tax Levy on the purchase price of accommodation purchased in the Village of Harrison Hot Springs.

#### BACKGROUND:

On January 1, 2012, the Additional Tax Regulation under the *Hotel Room Tax Act* will be repealed. One of the requirements to renew the process to enable the collection of the 2% hotel tax is for the municipality to adopt a new bylaw. In addition to the bylaw, the municipality must re-apply and submit the following:

- A complete list of registered operators currently collecting the HRT;
- Documented evidence of consultation with the accommodation industry and that the majority support the business plan and application; and
- Evidence of consultation with the Fraser Valley Regional District and that they agree with the new tax.

Tourism Harrison is in the process of completing the business plan and providing a list of registered operators in support of the municipality's submission of the application.

Staff has written to the FVRD and District of Kent advising that the Village intends to proceed with the renewal of the Hotel Tax and has requested their comments.

**RECOMMENDATION:**

THAT Bylaw No. 976 Hotel Room Additional Tax Levy be received for first, second and third reading.

Respectfully submitted for your consideration;



Debra Key  
Corporate Officer

**DIRECTOR OF FINANCE COMMENTS:**

Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

Ted Tisdale  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 976

### A bylaw for the establishment of a Hotel Room Additional Tax Levy

**WHEREAS** the Council of the Village of Harrison Hot Springs wishes to raise revenue for the purposes of financing tourism promotion, projects, facilities and programs;

**AND WHEREAS** under section 43 of the *Hotel Room Tax Act*, c. 207, R.S.B.C. 1996, a municipality may request by bylaw, that the Lieutenant Governor in Council make a regulation providing for an additional tax levy, not exceeding two percent on sales of accommodation within the municipality;

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

1. The Lieutenant Governor in Council is hereby requested to make a regulation under section 43(2)(e) of the *Hotel Room Tax Act* declaring that effective January 1, 2012, section 2.1 of the said *Act* applies in respect of accommodation purchased within the Village of Harrison Hot Springs.
2. The tax to be imposed under the provisions of the regulation is requested to be two percent (2%) of the purchase price of accommodation.
3. The funds paid to the Village of Harrison Hot Springs under the provisions of the regulation shall be applied to tourist promotion, projects, facilities and programs.
4. This bylaw shall be known and cited as the "Additional Hotel Room Tax Bylaw No. 976, 2011".
5. THAT Bylaw No. 851 Hotel Room Additional Tax Levy be and is hereby repealed.

### READINGS AND ADOPTION

READ A FIRST TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

READ A SECOND TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

READ A THIRD TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

ADOPTED THIS            DAY OF            , 2011

\_\_\_\_\_  
Mayor

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







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** May 6, 2011

**FROM:** Ted Tisdale, CAO

**FILE:** 0530

**SUBJECT:** Highway and Traffic Bylaw No. 974

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#### **BACKGROUND:**

The previous Highway and Traffic bylaw, adopted in 1982, is outdated and does not make reference to current legislation. The new bylaw incorporates expanded authorities permitted under current legislation to address enforcement issues identified by the Bylaw Enforcement Officer.

#### **RECOMMENDATION:**

**THAT** Council provide three readings to the Highway and Traffic Bylaw No. 974.

Respectfully submitted for your  
consideration;

Ted Tisdale  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 974

### A Bylaw to regulate the use of highways

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**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to regulate the use of highways 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 "Highway and Traffic Bylaw No. 974, 2011".

#### **2. INTERPRETATION**

In this bylaw:

"Boulevard" means the area between the curb lines, lateral lines or shoulder of a roadway and adjacent property line.

"Bylaw Enforcement Officer" means a person appointed by the Council as a bylaw enforcement officer for the Village of Harrison Hot Springs.

"Commercial Vehicle" means a vehicle used for business purposes for the transportation of goods, services or used by tradesmen in the performance of their work.

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

"Crosswalks" means a portion of the roadway at an intersection or elsewhere indicated for pedestrian crossing by signs or lines or other markings on the road surface.

"Cycle" means a device having a number of wheels that is propelled by human power on which a person may ride.

"Cycle Path" means a portion of highway that is designated for use by cyclists and which is adjacent and parallel to the highway and separated from it by a means of road markings.

"Emergency Vehicle" means a motor vehicle:

- a) carrying rescue or first aid equipment where there is an urgent emergency
- b) driven by a member of the fire department in the discharge of their duties
- c) driven by a peace officer, constable or member of the RCMP

"Engineer" means the engineer for the Village of Harrison Hot Springs as appointed or authorized by Council.

"Extraordinary Traffic" carriage of goods or persons over a highway whether it be vehicles drawn by animal power or propelled by other means that in conjunction with the nature of existing conditions of the highway is so extraordinary or improper and the quality and/or quantity of the goods or the number of persons carried who are in the mode of time of use of the highway or in the speed of which the vehicles are driven or operated has to substantiate, alter or increase the burden imposed on the highway through it's proper use by ordinary traffic and cause damage and expense to the highway beyond what is reasonable wear and tear or ordinary use.

"Highway" means the street, road, lane, bridge, viaduct or other way open to use by the public as defined in the *Transportation Act*.

"Mobility device" means any wheelchair, motorized scooter or any other device used by physically challenged or cognitively impaired persons;

"Parade" means any assembly or group of pedestrians numbering more than 20 standing, marching or walking upon a highway or any assembly of groups of vehicles numbering more than 10 standing or moving on any highway except a funeral procession.

"RV Vehicle" means a recreational vehicle that is equipped with a living space and amenities found in a home

"Tow truck" means a motor vehicle designed, equipped and used exclusively for towing and rendering assistance to motor vehicles experiencing a defect or disability and their means of locomotion.

"Vehicle" means a device in, on or by which a person or thing is or may be transported or drawn on a highway except a device designed to be moved by human power.

"Village" means the Village of Harrison Hot Springs



### 3. APPLICATION

#### Mobility Device Exempt

- a. This bylaw shall not apply to the driving or operation of a mechanically propelled wheelchair or invalid chair when used transport a physically disabled person.

#### Use of Animals

- a. A person riding an animal or driving an animal drawn vehicle upon the highway has all the rights and is subject to all the duties of that a driver of a vehicle has under this bylaw.

### 4. AUTHORITY OF OFFICERS AND EMPLOYEES

Pursuant to this bylaw, an officer or employee of the Village is empowered to make an order respecting the matter. That power includes the power to rescind, revoke, amend or vary the order.

Council may appoint a bylaw enforcement officer to enforce the provisions of this bylaw. For the purposes of this bylaw, members of the Royal Canadian Mounted Police are bylaw enforcement officers.

Every officer and member of the Village Fire Department, in the course of attending upon a fire or emergency, is appointed a bylaw enforcement officer for the purpose of this bylaw.

Every bylaw enforcement officer is authorized to take such course of action as they may deem necessary to regulate and control traffic during times of emergency for the attendance of emergency equipment is required.

### 5. PARADES

- a. No person shall hold or participate in a parade on a highway unless a permit has first been obtained pursuant to this bylaw.
- b. Every person wishing to hold a parade on a highway shall make application to the Village for a highway parade permit as set out in this bylaw and the Village upon being satisfied that all applicable regulations, terms and conditions have been met shall issue the permit.



## **6. TEMPORARY SOLICITING**

Council may grant approval to a person group or organization to:

- a. Solicit for donations of money or material assistance for charitable or similar purposes subject to the terms and conditions set out by Council.

## **7. CONVEYANCES**

- a. Where, in the opinion of the Bylaw Enforcement Officer that public safety is a concern, no person shall use skateboards, roller skates, rollerblades, ice skates, sleighs, skies, snowboards or other similar conveyances on any highway indentified in this bylaw.
- b. The Village may temporarily close any highway or part of it for the purpose of permitting use of conveyances prohibited under the previous section and for that purpose may cause traffic control devices to be erected, placed, marked or made temporarily inoperable as the Village deems necessary.

## **8. OBSTRUCTIONS**

No owner or occupier of real property shall allow any obstruction to the line of vision from a highway intersection between the height of .5 meters and 3 meters above the average height of the ground of the highway and within a 25 meters radius from the intersection of the center lines of the highway if the obstruction reduces site distances to less than a minimum set out in this bylaw.

## **9. MAINTAIN BOULEVARD AND SIDEWALK**

Every owner or occupier of real property adjacent to a boulevard, sidewalk or public footpath on a highway shall:

- a. Remove all snow and ice from the sidewalk or public footpath as soon as practical a snowfall, icefall or frost within a reasonable time of its deposit but in any case, no later than noon on the day following its deposit.
- b. Keep it clear of all litter, rubbish, debris and unsightly or overgrown vegetation.

## 10. PROHIBITED USES OF HIGHWAY

- a. Except as provided in this bylaw no person shall use the highway for any purposes of performing any work or doing any act not associated with normal use of a highway.
- b. Without limiting generality of the previous section, no person shall:
  - i. Construct or install or cause to be constructed or installed any access culvert, bridge, sidewalk or other access on or to any highway except as permitted in this bylaw.
  - ii. Make any repairs to motor vehicle while it is upon the highway other than such temporary repairs as are necessary for the removal of the vehicle.
  - iii. Engage in any sport, amusement, exercise or occupation of any highway which may delay traffic or cause any obstruction.
  - iv. Build, construct, place, maintain, occupy or cause to be built, constructed, place, maintain or occupied any structure, object, substance or anything which obstruct the free use of any highway or encroaches upon it.
  - v. Lay, construct or reconstruct any highway or any sidewalk which is on or adjacent to any highway or place, throw, deposit or cause to flow upon any highway or walkway:
    - a. Noxious, offensive or filthy water or substance
    - b. Any refuse, garbage, debris, bottle or container
    - c. Any rocks, stone, earth or soil
    - d. Any unlicensed or derelict motor vehicle

## 11. REAL PROPERTY ADJOINING HIGHWAY

No owner or occupier of real property adjoining a highway shall allow or permit any earth, log, rocks, dump water or other fluid or material to fall, slide, flow, accumulate or otherwise be deposited from the property onto the highway or having been so deposited to remain on it.

## 12. MATERIAL FALLING FROM VEHICLES

Where any article, substance or material becomes loose or detached or blows, spills or falls from any vehicle onto the highway it shall be the duty of the driver of that motor vehicle to immediately take all necessary precautions to safeguard traffic and remove such material from the highway.

### 13. TOW TRUCK OPERATORS

It shall be the responsibility of the driver or operator of a tow truck removing from the highway any vehicle damaged in accident or otherwise to also remove any dirt, broken glass, metal and debris deposited on the highway as result of the occurrence.

### 14. NOISE ON HIGHWAY

- a. No person shall make or create any noise on a highway whether from a motor vehicle or not which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort and convenience of the neighbourhood or the persons in the vicinity or which Council believes is objectionable or liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public.
- b. Council may on application by a person wishing to operate a motor vehicle while using a public address system or other sound producing device permit such activity on a highway subject to such terms and conditions that Council may prescribe.

### 15. LOCAL DAMAGE

No person shall deface any highway in any manner or damage, modify, alter or remove any boulevard, tree, shrub, plant, bush, hedge, fence or any right of way.

### 16. TRAFFIC REGULATIONS

Traffic Control Devices and Directions of a Peace Officer

- a. The Village may order the erection or placement of traffic control devices on any highway to give effect to this bylaw and to the *Motor Vehicle Act* as amended.
- b. The Bylaw Enforcement Officer, Peace Officer or members of the RCMP may order the erection and placement of temporary traffic control devices upon any highway to give effect to this bylaw and the *Motor Vehicle Act* as amended.
- c. Except where otherwise directed by Peace Officer, a person authorized by a Peace Officer or a flag person, every driver of a motor vehicle and every pedestrian shall obey the directions and instructions of a traffic control device.
- d. No person shall interfere in anyway with any traffic control device whether temporary or permanent which has been erected and place pursuant to this bylaw.



- e. No person shall refuse to comply with any lawful direction, command or order of a Bylaw Enforcement Officer, Peace Officer, or a member of the Fire Department.
- f. Commercial vehicles in excess of 5500 kg (tare weight) are not permitted on residential streets unless the purpose is for the performance of a service or delivery of goods.

**17. SIZE AND WEIGHT RESTRICTIONS**

- a. Except as authorized by permit on a form prescribed, no person shall drive or operate a motor vehicle or culmination of vehicles exceeding the permitted limits or dimensions, weight, load, drive axel, horsepower and other limits prescribed by the *Commercial Transport Act* as amended.

**18. ESCAPING OR INSECURE LOAD**

- a. No person shall drive or operate on a highway a motor vehicle or culmination of vehicles unless the load is secured in a manner which complies with the requirement of the *Motor Vehicle Act* as amended.

**19. WEIGHING**

- a. Where directed by a Peace Officer the driver of a motor vehicle on a highway shall:
  - a. Stop the motor vehicle for the purpose of weighing, measuring or inspecting the whole or part of the vehicle or its load or for any other purpose pursuant to this bylaw or the *Motor Vehicle Act*.
  - b. Drive a motor vehicle to the nearest public scales for the purpose of weighing the motor vehicle and load.
  - c. Rearrange the load upon the motor vehicle or remove the whole or part of the load to comply with the bylaw and the *Motor Vehicle Act* before continuing to drive or operate the motor vehicle.

**20. ANIMALS**

No person shall on any highway or sidewalk:

- a. Leave any horse or other animal without the horse or animal being tethered in a manner so as to prevent it from running away or from moving onto the highway in anyway or from obstructing any portion of the highway or sidewalk.
- b. Tie or fasten the horse or other animal to a traffic sign, tree or any object which can be pushed or dragged onto the highway or sidewalk.



- c. Ride, lead or drive any horse or other animal unless the horse or other animal is being ridden, lead or driven under the control of a competent person at all times.

## **21. PEDESTRIAN CROSSINGS**

- a. The engineer may establish pedestrian crossings upon a highway and may establish traffic control devices to regulate the use of the pedestrian crossing.
- b. Where a pedestrian crossing exists across a highway no pedestrian shall cross a highway at any other place other than the pedestrian crossing.

## **22. SPEED LIMITS**

No person shall drive or operate a motor vehicle or vehicle on a highway at a rate of speed in excess of:

- a) The posted speed limit
- b) 50 km per hour where there is no posted speed.

## **23. WARNING DEVICES**

No person shall interfere in anyway with any barrier, lamp, sign or other device lawfully placed upon the highway at or near any excavation, construction or other work.

## **24. EXTRAORDINARY TRAFFIC**

- a. Where in the opinion of the engineer a highway may be damaged by extraordinary traffic the engineer may regulate, limit or prohibit the use of the highway by the motor vehicle or vehicles constituting the extraordinary traffic.
- b. Any person to whom the above noted section applies may make application to the Village for a highway use permit on a prescribed form and in addition pay a fee in the amount of \$50.00 to the Village as compensation for the damage or expense which in the opinion of the engineer be caused by the extraordinary traffic and the engineer upon being satisfied that all applicable regulations, terms and conditions have been met shall issue the permit.

## **25. CONTROLLED USE OF THE HIGHWAY**

- a. The engineer may limit or prohibit the use of a highway including but not limited to:

- i. Prohibiting use or presence on the designated highway or part of it by or of a designated vehicle or type of vehicle either at all times or designated times
- ii. Specifying the maximum rate of speed of which a vehicle may travel
- iii. Requiring that any vehicle may proceed, be proceeded or followed or both by a pilot car
- iv. Requiring the any vehicle may be driven or operated on certain highways only
- b. The engineer may close to traffic or use any highway at any time for a period of time and for classes of traffic for use as in their opinion may be necessary for:
  - i. Construction or protection of a highway or other public work
  - ii. Protection of persons using the highway
  - iii. The enabling of permitted traffic to be handled safely and expeditiously

## **26. PARKING REGULATIONS**

### **Designated Parking**

- a. The Village may establish the following designated parking stall and parking zones:
  - a. Loading zones, commercial loading zones, passenger zones and bus zones
  - b. Disabled person parking stalls
  - c. Public parking passes for designated public parking stalls

## **27. STOPPING, STANDING AND PARKING**

- a. Unless permitted by a traffic control device no person shall stop, stand or park a motor vehicle:
  - a. Upon any portion of a highway marked for parallel parking other than between the lines or markings indicating the limits of a single stall except where a motor vehicle is longer than the length of the parking stall in which case it may occupy no more than two stalls
  - b. on any portion of a highway marked for designated parking must be between the lines or markings indicated

- c. Any loading zone except where actually engaged in loading or off loading of goods or merchandise and only for a maximum of 30 minutes
- d. In a bus zone
- e. Any stall designated for use by a physically disabled motorist unless a valid placard issued by the Social Planning and Research Council BC (SPARC BC) shall be obtained and is displayed in the front windshield of the motor vehicle.
- f. On the sidewalk or boulevard
- g. In front of a public or private driveway
- h. Within 5 meters of a hydrant.
- i. On a crosswalk or within 5 meters of the approach side of the crosswalk
- j. Within 6 meters of either side of an entrance to or exit from public meeting place, fire hall or playground
- k. Along side or opposite of highway excavation or obstruction when such stopping, standing or parking obstructs traffic
- l. On a highway side of a motor vehicle stopped or parked parallel to the curb side of a highway
- m. On a bridge or other elevated structure on a highway
- n. In a manner which obstructs the visibility of traffic of a traffic control device
- o. On a cycle path on any portion of a highway for a longer period of time than indicated on the traffic control device which applies
- p. At any place on a highway for a continuous period exceeding 48 hours without movement
- q. Commercial vehicles cannot park longer than 24 hours in a given area
- r. Adjacent to a yellow curb
- s. Facing the wrong direction from the normal flow of traffic on the highway
- t. In an area where parking is prohibited
- u. In any lane that leaves less than 3.5 m of the travelled portion of the lane for other vehicle



- v. Park in the boat launch parking area without a permit

Where a highway or portion of a highway is subject to a parking regulation or designation with the time limit either as posted or contained in this bylaw, no person shall move a vehicle from one location to another location that is within four blocks of the initial location in an attempt to avoid the time limit penalties as may be applicable from time to time under this bylaw.

## **28. EXCEPTIONS**

The previous section of this bylaw shall not apply to:

- a. An emergency motor vehicle
- b. A police motor vehicle
- c. A motor vehicle owned and operated by the Village, Province or Federal Governments
- d. A motor vehicle of a public utility corporation, tow truck, a motor vehicle used to service equipment in a business premises where it is not possible to service equipment from another location
- e. An armoured motor vehicle used for picking up and or delivering cash and other securities

## **29. NON-COMMERCIAL VEHICLES, TRAILERS, RECREATIONAL VEHICLES AND CYCLES**

- a. No person shall stop, stand or park upon a highway any trailer, RV or other vehicle where;
  - i) Any culmination of vehicles including a towing apparatus in excess of 15 meters in length.
  - ii) The total gross weight of the vehicle and/or trailer is in excess of 5500 kg and is in a residential zone between the hours of 7:00 p.m. and 7:00 a.m. the following day.
- b. No recreational vehicle will be permitted to park on any street in excess of 8 hours regardless if it is moved or not to another parking location.



### **30. REMOVAL OF PARKING TICKETS OR MARKINGS**

No person shall:

- a. Remove any notice or ticket placed or affixed to a vehicle by the bylaw enforcement officer except the owner or operator of the vehicle.
- b. Remove, obliterate or otherwise interfere with any marking placed on a vehicle by the bylaw enforcement officer for any purpose relating to this bylaw.

### **31. TIME LIMIT PARKING**

No person shall:

- a. park a vehicle in a stall for a period of time greater than the time indicated by the traffic control device governing this stall except for the vehicles parked in a public parking lot designated for the use of public parking passes and where a valid pass is displayed from the rear view mirror of the vehicle or by the parking limitations imposed by this bylaw.
- b. Where the time limit for parking in the stall has expired and the person requires further parking the person may:
  - i. Park the vehicle in another stall located a minimum of 250 meters from the stall vacated.
  - ii. Occupy the same stall 2 hours after vacating that stall.

### **32. TIME LIMIT PARKING EXCEPTIONS**

The engineer may exempt a person or organization that the engineer deems eligible from time limit restrictions from permitting that person or members of the organization to park in a time limited parking stall in excess of the posted time.

### **33. BYLAW VIOLATION NOTICES**

- a. The Bylaw Enforcement Officer may issue a Bylaw Violation Notice for any violation of this Bylaw and will be required to attach the notice to the motor vehicle.
- b. A notice issued under the above section shall be deemed to be sufficiently served if the notice is signed by the issuing officer and is;
  - i. the person who is the subject to the notice, or is the owner or operator of the vehicle which is the subject of the notice, or

- ii. placed or fixed or attached to the vehicle which is the subject of the notice.

**34. RESPONSIBILITY OF THE VEHICLE OWNER**

- a. Where there is a violation of this Bylaw with respect to a vehicle, the person registered with the Superintendent of Motor Vehicles as the owner of the vehicle shall be responsible for the violation of any fine or penalty incurred whether or not they were in care and control of the vehicle at the time the violation occurred.

**35. IMPOUNDING**

- a. Where a vehicle, chattel or obstruction is occupying a highway in violation of this Bylaw the Bylaw Enforcement Officer may in addition to or instead of any other power granted in this Bylaw, remove, detain or impound the vehicle, chattel or obstruction.

**36. IMPOUND OF VEHICLES**

- a. Where a licensed vehicle is removed, detained or impounded pursuant to this Bylaw and is not redeemed by the registered owner within 24 hours of the impoundment, written notice shall be given to the owner of the vehicle shown on the records of the Superintendent of Motor Vehicles advising the owner of the seizure of the vehicle and the procedure to redeem it;
- b. Any vehicle, chattel or obstruction removed, detained or impounded pursuant to this Bylaw may be recovered by the owner by paying the fees, costs and expenses to the business place of storage as the Village may designate; and
- c. If the vehicle, chattel or obstruction is not reclaimed by the owner within 30 days of the date of impoundment it shall become the property of the Village and it may be disposed of by the Village at its discretion.

**37. SALE OF IMPOUNDED PROPERTY**

- a. Proceeds of the sale of any vehicle, chattel or obstruction impounded pursuant to this Bylaw shall be applied to the cost of selling it and for the fees, costs and expenses incurred by the Village for its contractors impounding it and the balance if any shall be paid to the general revenue account of the Village.

**38. ENFORCEMENT AND PENALTY**

- a. Except where the penalty is otherwise provided for in the *Community Charter*, every person who offends against any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention or violation of the provisions of this Bylaw, or neglects to do or refrains from doing anything required to be done by this Bylaw, shall be deemed to have committed an offence under this Bylaw and shall be liable, to fines specified under the Bylaw Notice Enforcement Bylaw.
- b. Each day that a violation is permitted to exist constitutes a separate offence.

**39. SEVERBILITY**

- a. If any portion of this Bylaw is held invalid by a Court of competent jurisdiction then the invalid portion must be severed and then remainder of the Bylaw must be deemed to have been adopted without the severed portion.

**40. REPEAL**

- (a) "The Village of Harrison Hot Springs Bylaw No. 378 and all amendments thereto are hereby repealed in their entirety.

**41. READINGS AND ADOPTION**

READ A FIRST TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

READ A SECOND TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

READ A THIRD TIME THIS 9<sup>th</sup> DAY OF MAY, 2011

ADOPTED THIS                      DAY OF                      , 2011

\_\_\_\_\_  
Mayor

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





**Judy McKinnon**

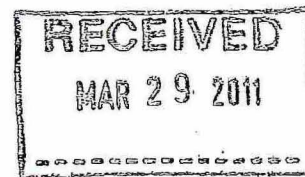
**406 – 378 Esplanade Ave.  
Harrison Hot Springs, BC  
CANADA V0M 1K0**

Phone: (604) 796-8683

Email: judymcki@yahoo.ca

March 28, 2011

Mr. Ed Stenson  
Chair, Parks and Recreation Commission  
495 Hot Springs Road  
Harrison Hot Springs, BC V0M 1K0



Dear Mr. Stenson:

This letter is my formal request for use of the Harrison Community Hall for the purpose of forming a non-profit Reader's Theatre and Improvisation Group for seniors. The goal is to exercise our creativity, laugh and have fun.

I propose to do a two hour introductory workshop either in the evening (6:30pm – 8:30pm) or during the day (10am – noon or 1pm – 3pm) on a Tuesday, a Wednesday or a Thursday to see if there is interest in the community. I plan to advertise in The Observer and to place posters in strategic locations in Agassiz and Harrison to solicit participants. If five or more people attend, then I propose to have the group meet for four consecutive weeks at the same time and day as the introductory workshop with the last meeting to occur prior to the end of June.

#### **My Background**

I studied drama at the University of Calgary and have been involved with community theatre and improvisation for over 30 years in Canada, Japan and Mexico. I have been involved in the start-up of theatre groups in both Canada and Mexico and still perform in Mexico where I live for part of each year.

Thank you in advance for your consideration.

Yours truly,

Judy McKinnon





## PROTECT THE EAST SECTOR

Keep Harrison Natural  
A Presentation by  
Friends of the East Sector  
May  
2011

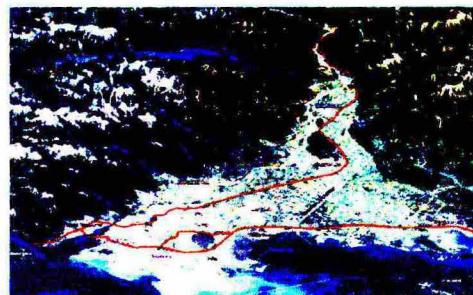


### Friends of the East Sector

- ▣ Group of concerned citizens of Harrison Hot Springs and Kent
- ▣ To protect the East Sector Special Planning Area of Harrison Hot Springs.
- ▣ Designate the East Sector as a **natural park**.



### Why Protect the East Sector?



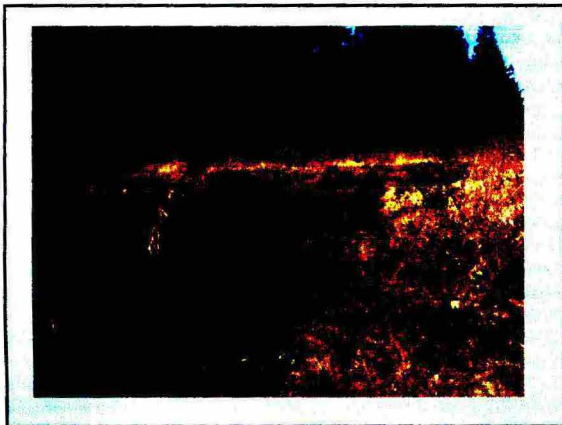
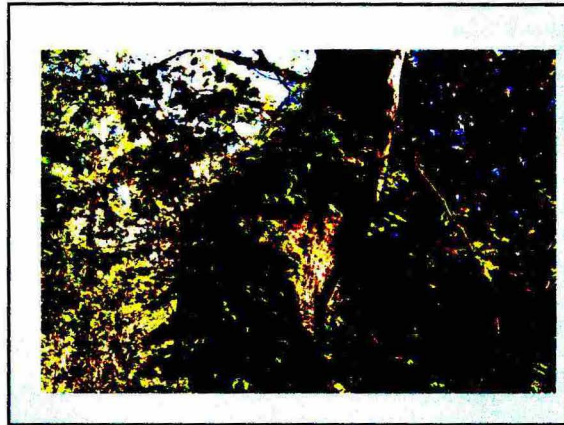
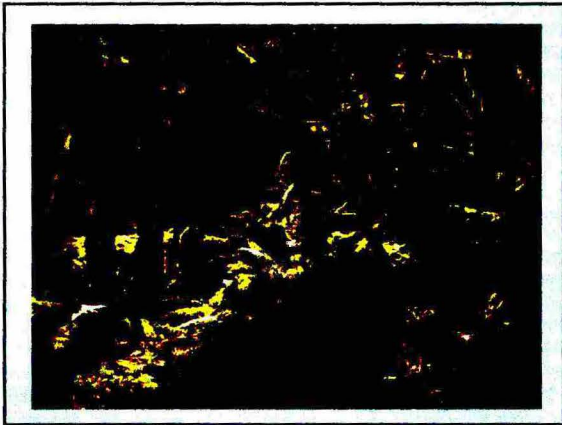
### Loss of Trees Outside East Sector



### It's Habitat!!

- ▣ 1998 Biological Survey
  - Young and mature coniferous/deciduous forest
  - Pure coniferous forest
  - Un-vegetated cliffs
  - Two watercourses with associated riparian zones
  - Sphagnum bog area at northern end, east of the ditch
  - 7.5 ha seasonal wetland just south of junction of Hot Springs slough and Miami Creek
  - Two rare plant communities: Black Cottonwood/Sitka Willow and Black Cottonwood/Red-osier Dogwood (northern end)





### The Habitat is Used!!

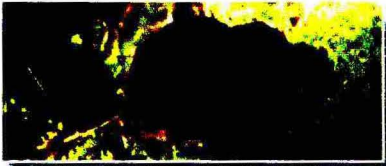
- ▣ The 1998 Biological Survey Showed
  - Observations of
    - 48 different species of birds,
    - 16 different species of mammals,
    - 10 species of amphibians, reptiles, fish and butterflies.
  - With records of a further
    - 81 species of birds, 16 species of mammals and 30 species of the others







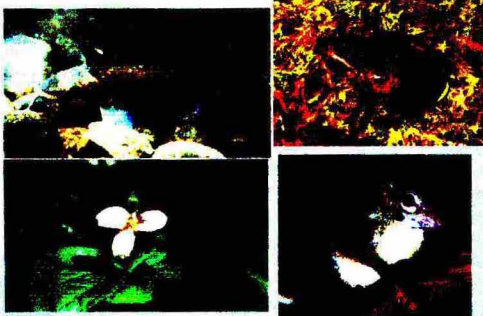
### Pacific Water Shrew



- Species is red-listed in B.C.; inhabits elevations below 600 m
- need 'moist coastal forests that border streams and skunk cabbage marshes with an abundance of shrubs and coarse woody debris'
- threatened by cats
- wide riparian areas needed, some suggest up to 100m



### Other Rare or Endangered Species



#### Other Rare or Endangered Species

- Lewis' Woodpecker
- population estimate in 1990 was 350-600 breeding pairs in B.C.
- black cottonwood and Douglas Firs needed for nesting and feeding
- need large dead or decaying trees or large branches for nesting
- on record in ES but possibly extirpated in the Fraser Valley



### Species at Immediate Risk

- ▣ 33% of all amphibians
- ▣ 34% of all fish
- ▣ 25% of all mammals
- ▣ 12.5% of all birds
- ▣ 13% of all plant species
- ▣ Vertebrates have declined 30% in the past 40 years.
- ▣ COSEWIC lists 23 more species at risk in Canada in 2010 than in 2005.

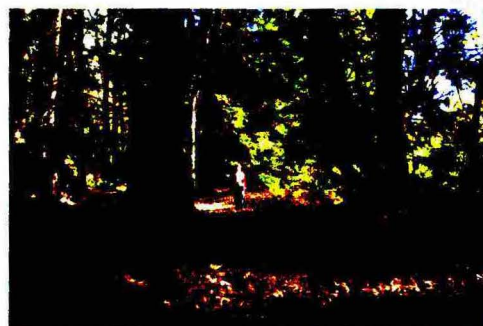




### Natures Provides.....

- ▣ Carbon sequestration
- ▣ Air pollution abatement in trees, plants, and soils
- ▣ Climate cooling
- ▣ Clean water and flood regulation
- ▣ Insects for pollination
- ▣ Quiet places for contemplation and rejuvenation

### Trails of the East Sector



### Current Status East Sector Lands

- ▣ Crown lands are under a 'map reserve'; protected for another two years
- ▣ Private lands currently slated for development
- ▣ Village lands are zoned Village Reserve (VR) which "...may be rezoned in the future following the adoption of an OCP amendment for the area..."



### Possibilities For The Future

- ▣ Designate the crown lands as Provincial 'Recreational Sites and Trails'.
- ▣ Upgrade the Village lands from 'village reserve' to a newly created zone of a natural park; this could be part of a green initiative.
- ▣ Cooperate with the FVRD for natural park status for village and/or crown lands.
- ▣ Maintain current zoning on privately held lands.

### Protect the East Sector

- ▣ We are asking Harrison Hot Springs Village council to protect the lands of the East Sector as natural parkland.
- ▣ The council is in a position to show real political leadership in protecting the last substantial area of forest on the floor of the Fraser Valley.
- ▣ The recent sustainability survey in HHS showed that people want Harrison to remain green and natural.

### Act Now Before It's Too Late



### With Thanks to:

- ▣ Robert Thompson
- ▣ Denis Knopp
- ▣ Mike Pearson

