



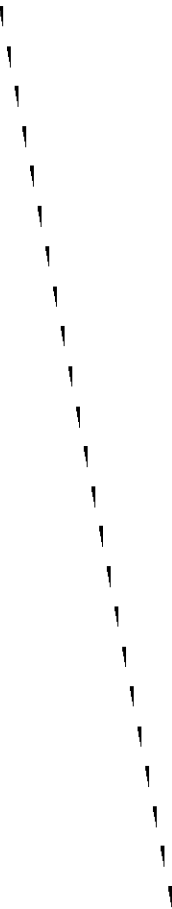
VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

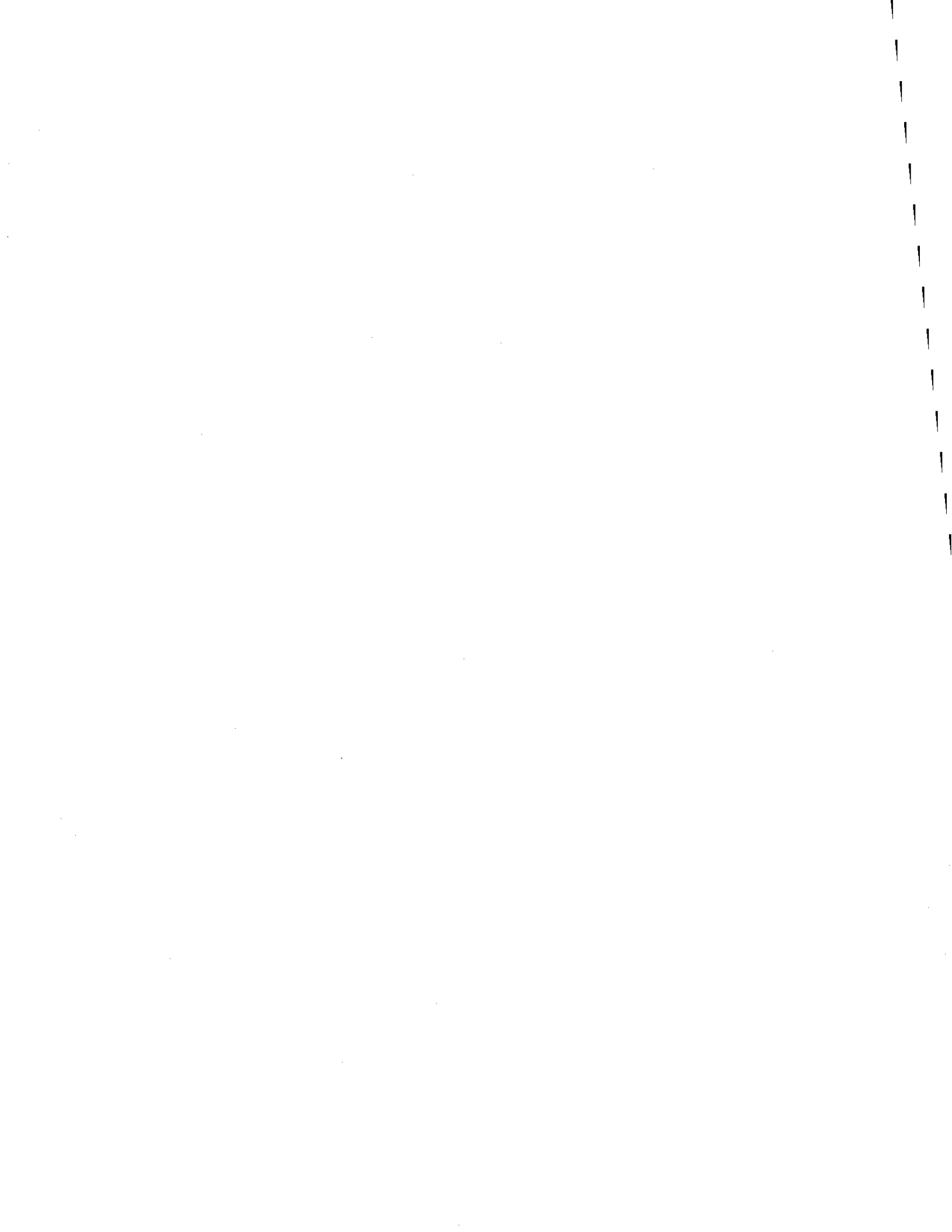
Date: Monday, March 05, 2012
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER			
	(a)	Meeting called to order by Mayor Facio	
2. INTRODUCTION OF LATE ITEMS			
3. APPROVAL OF AGENDA			
4. ADOPTION OF COUNCIL MINUTES			
<input type="checkbox"/> Regular Council Meeting Minutes of February 20, 2012		THAT the minutes of the Regular Council meeting of February 20, 2012 be adopted.	Item 4.1 Page 1
5. BUSINESS ARISING FROM THE MINUTES			
6. CONSENT AGENDA			
i. Bylaw			Item 6.i
ii. Agreements			Item 6.ii
iii. Committee/ Commission Minutes			Item 6.iii
iv. Correspondence			Item 6 iv

45



7. DELEGATIONS AND PETITIONS		
<input type="checkbox"/> BC Transit	BC Transit	Item 7.1 Page 7
8. CORRESPONDENCE		
		Item 8.1
9. BUSINESS ARISING FROM CORRESPONDENCE		
10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS		
		Item 10.1
11. REPORTS FROM MAYOR		
L. Facio – verbal		
12. REPORTS FROM STAFF		
<input type="checkbox"/> Strategic Community Investment Funds	<p>Report of Director of Finance – February 28, 2012 Re: Strategic Community Investment Funds</p> <p>Recommendation:</p> <p>THAT Council authorizes the Corporate Officer to sign the Strategic Community Investment Funds Agreement with the Ministry of Community, Sport and Cultural Development.</p>	Item 12.1 Page 23
<input type="checkbox"/> Memorandum of Understanding on Resort Municipality Initiative	<p>Report of Community and Economic Development Officer – February 28, 2012 Re: Memorandum of Understanding on Resort Municipality Initiative</p> <p>Recommendation:</p> <p>THAT Council authorize the Mayor of the Village of Harrison Hot Springs or his duly authorized Officer established by bylaw to sign the Memorandum of Understanding on Resort Municipality Initiative between the Province and the Village of Harrison Hot Springs.</p>	Item 12.2 Page 29
<input type="checkbox"/> Yard (Green) Waste Management	<p>Report of Community and Economic Development Officer – February 29, 2012 Re: Yard (Green) Waste Management</p> <p>Recommendation:</p> <p>Option 4 is recommended as a course of action to pursue.</p>	Item 12.3 Page 63



<input type="checkbox"/> Memorandum of Understanding of Cooperation and Communication with First Nations and District of Kent	<p>Report of Chief Administrative Officer – March 1, 2012 Re: Memorandum of Understanding of Cooperation and Communication with First Nations and District of Kent</p> <p>Recommendation:</p> <p>THAT Council approve the Memorandum of Understanding on cooperation and communication between Cheam First Nations, District of Kent, Scowlitz First Nation, Seabird Island Band, Sto:lo Tribal Council and Sts’Ailes First Nation, and now the Village of Harrison Hot Springs authorizing the Mayor and Corporate Officer to sign on behalf of the Village.</p>	Item 12.4 Page 67
<input type="checkbox"/> Emergency Evacuation Route	<p>Report of Chief Administrative Officer – March 1, 2012 Re: Emergency Evacuation Route</p> <p>Recommendation:</p> <p>THAT Council write a letter of support to the Ministry of Transportation and Infrastructure.</p>	Item 12.5 Page 73
<input type="checkbox"/> Boat Launch Ramp Docks	<p>Report of Operations Manager – March 5, 2012 Re: Boat Launch Ramp Docks</p> <p>Recommendation:</p> <p>THAT Council approves the allocation of funds for the purchase and installation of two new docks for the Boat Launch ramp.</p>	Item 12.6 Page 75
13. BYLAWS		
14. QUESTIONS FROM THE PUBLIC		
15. ADJOURNMENT		

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

DATE: February 20, 2012
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road, Harrison Hot Springs

IN ATTENDANCE: Mayor Leo Facio
Councillor Allan Jackson
Councillor Richard Shelley
Councillor Sonja Reyerse
Councillor Zoltan Kiss

CAO, Ted Tisdale
Director of Finance, Dale Courtice
Manager of Revenue Services, Peggy Parberry
Operations Manager, Ian Gardner
DCAO/Corporate Officer, Debra Key
CEDO, Andre Isakov

Krystal Sobie, Recording Secretary

ABSENT:

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved by Councillor Jackson
Seconded by Councillor Reyerse

THAT the agenda be approved.

CARRIED
UNANIMOUSLY

4. ADOPTION AND RECEIPT OF MINUTES

Moved by Councillor Jackson
Seconded by Councillor Reyerse

THAT the minutes of the Regular Council Meeting of February 6, 2012
be adopted.

CARRIED
UNANIMOUSLY

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 20, 2012*

Errors and Omissions

On page 4 under Communities in Bloom there should be “Heather Coxon, Carol Hepnar, and Kitty Niiranen” should be added as members appointed.

5.

BUSINESS ARISING FROM THE MINUTES

None

6.

CONSENT AGENDA

i. Bylaws

Bylaw No 998, 2011
Business Licensing and
Regulation Bylaw

THAT Bylaw No. 998, 2011 Business Licensing and Regulation Bylaw be adopted.

ii. Agreements

iii. Committee/
Commission
Minutes

iv. Correspondence

Moved by Councillor Jackson
Seconded by Councillor Reyerse

THAT Bylaw No. 998, 2011 Business Licensing and Regulation Bylaw be adopted.

CARRIED
UNANIMOUSLY

7.

DELEGATIONS

Fraser Valley Regional Library

A brief overview was given to the Council about the budgeting process that is used by the Fraser Valley Regional Library. Three new libraries being built this year. In the last 3 years there has been no increase to material collection. Harrison’s community budget is based entire on usage. Items borrowed from Agassiz is \$3.80 and Chilliwack is \$2.37.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 20, 2012*

Fraser Valley Regional District – Regional Growth Strategy

On behalf of the Fraser Valley Regional District Andre Isakov, Community and Economic Development Officer provided an overview of the Regional Growth Strategy.

8. CORRESPONDENCE

9. BUSINESS ARISING OUT OF CORRESPONDENCE

None

10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS

Mayor Facio advised that February 21, 2012 is the Recreation Committee meeting at 10:00 a.m.

11. REPORTS FROM MAYOR

Mayor and Council along with Senior Staff were away at a Council retreat last week which was very successful.

LMLGA resolutions need to be submitted by Friday March 23, 2012

Attended the Species at Risk seminar in Chilliwack on February 20, 2012. There will be an open house in Harrison on February 28, 2012 between 6:00 – 8:00 p.m. at the Ramada Hotel.

Experience the Fraser is an ongoing program and is moving along great.

12. REPORTS FROM STAFF

Regional Park in the East Sector Lands

Moved by Councillor Kiss
Seconded by Councillor Jackson

THAT Council authorize staff to engage the Fraser Valley Regional District in jointly developing a proposal for a regional park within the East Sector Lands

CARRIED
UNANIMOUSLY

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 20, 2012*

Moved by Councillor Jackson
Seconded by Councillor Shelley

Water Lot Sublease and Building Lease and Licence Block D & Block A of District Lot 5784 and 7211, Group 1, New Westminster District

THAT Council approve and enter into a Building Lease and Licence Agreement with the Harrison Yacht Club commencing March 1, 2012 and expiring on May 2, 2027; and

THAT Council approve and enter into a Water SubLease with the Harrison Yacht Club commencing March 1, 2012 and expiring on May 1, 2027, subject to the consent of the Province of British Columbia

CARRIED
UNANIMOUSLY

Moved by Councillor Jackson
Seconded by Councillor Reverse

THAT Council adopt Policy 2.4 Travel and Expense as amended.

Policy 2.4 – Travel and Expense

CARRIED
UNANIMOUSLY

Moved by Councillor Jackson
Seconded by Councillor Kiss

THAT Council adopt the Council Remuneration and Expense Allowance Policy as amended.

Council Remuneration and Expense Allowance Policy

CARRIED
UNANIMOUSLY

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 20, 2012*

13. BYLAWS

14. QUESTIONS FROM THE PUBLIC

A member of the public asked why the Council meeting was not recorded verbatim.

A member of the public asked if in the Council newsletter if there could be a small article reminding dog owners to pick up after their dog.

A member of the public asked if there would be any input from the public with the design of the Community Park

Moved by Councillor Kiss
Seconded by Councillor Jackson

THAT staff bring a report to Council regarding the purchase of audio recordings of Council meetings.

CARRIED
UNANIMOUSLY

15. ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Shelley

THAT the meeting be adjourned at 7:50 p.m.

CARRIED
UNANIMOUSLY

Leo Facio
Mayor

Debra Key
Corporate Officer

Agenda

- Schedule
- Transit Future Goals
- Regional & Inter-Regional Network
- Public Consultation Phase Two
- Next Steps



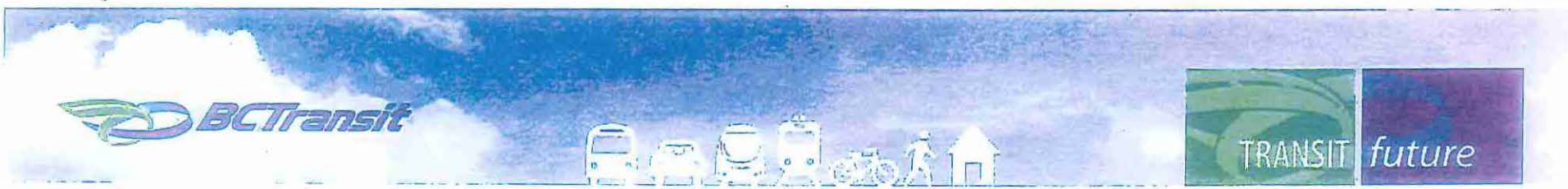
TRANSIT future

Schedule

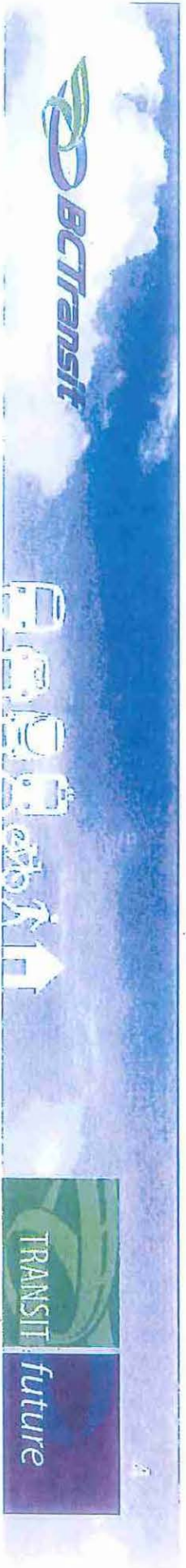
- Project start up
- Public consultation
- Data review & analysis

- Update to Councils
- Regional workshop
- Network vision development
- Long term goals

- Network vision complete
- Update to Councils
- Implementation strategy development
- Public consultation



TRANSIT FUTURE GOALS



Goals

1. Transit is efficient and cost effective
2. Transit supports economic development by integrating with land use
3. Provide reliable, safe, convenient transit that is integrated with all transportation modes



TRANSIT

future

Goals

4. Improve the image and marketing of transit through excellent customer service and communication
5. Service contributes to environmental sustainability



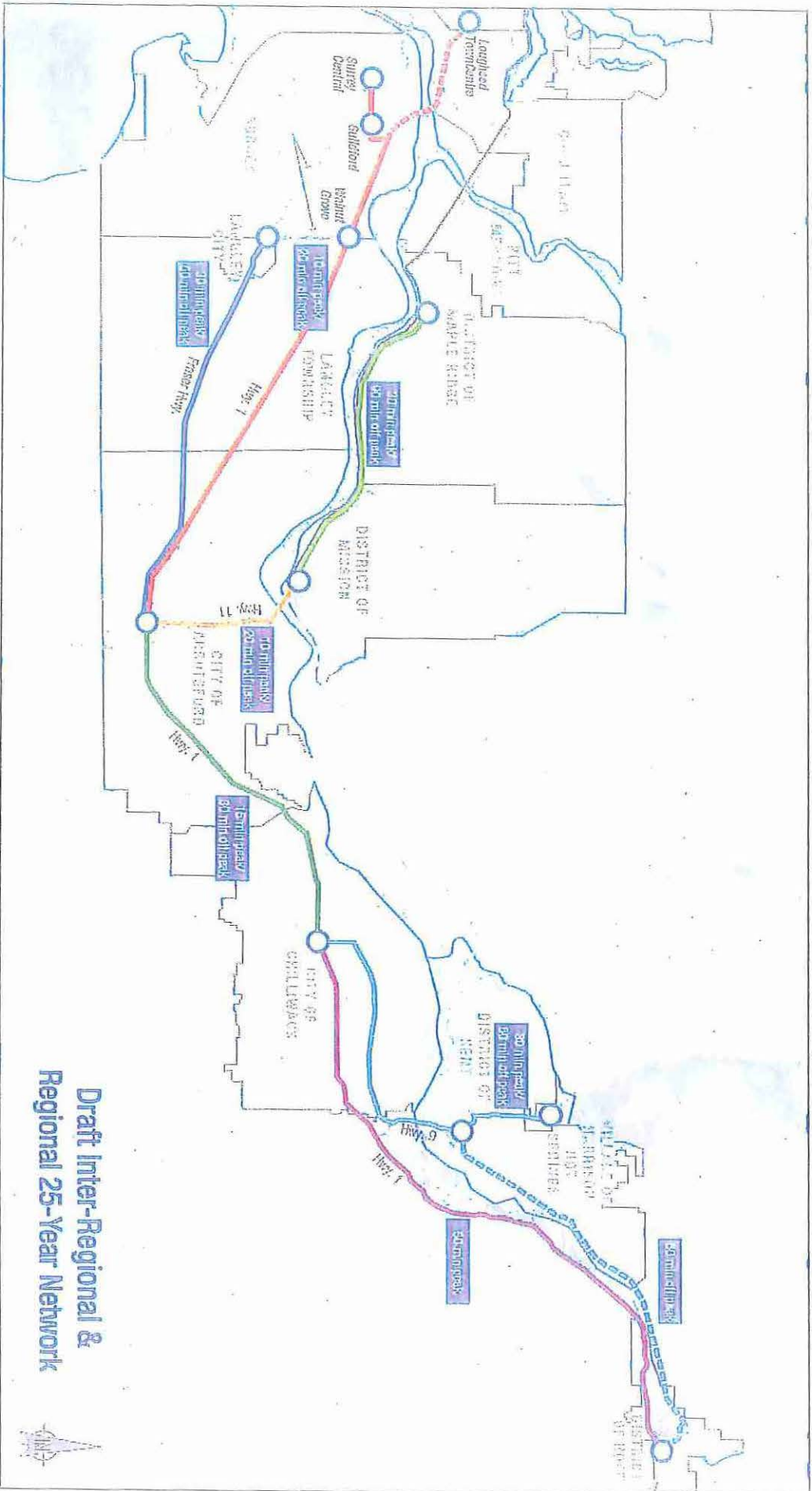
INTER-REGIONAL & REGIONAL NETWORK



TRANSIT

future

Inter-regional and regional network



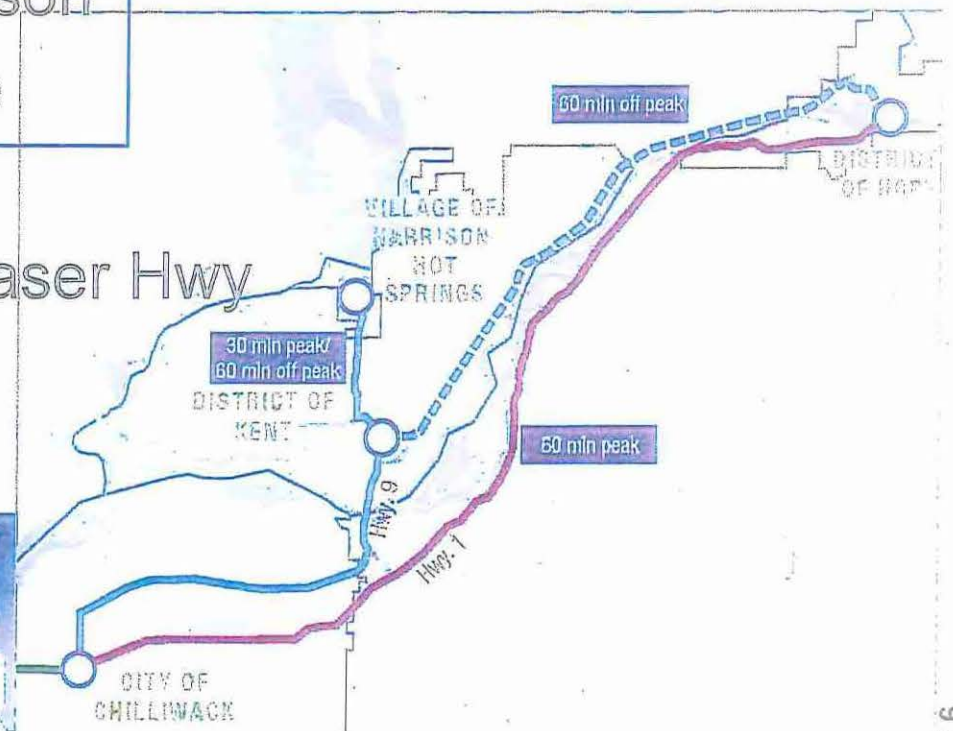
Draft Inter-Regional & Regional 25-Year Network



TRANSIT future

Priorities: Inter-regional and regional network

- Abbotsford – Mission
- Abbotsford – Surrey Central via Hwy 1
- Abbotsford – Chilliwack
- Mission – Maple Ridge
- Chilliwack – Agassiz – Harrison
- Chilliwack – Agassiz – Hope
- Chilliwack – Hope
- Abbotsford – Langley via Fraser Hwy



Priorities: Inter-regional and regional network

- Abbotsford – Mission
- Abbotsford – Surrey Central
- Abbotsford – Chilliwack

Short term

- Mission – Maple Ridge
- Chilliwack – Agassiz – Harrison
- Chilliwack – Agassiz – Hope

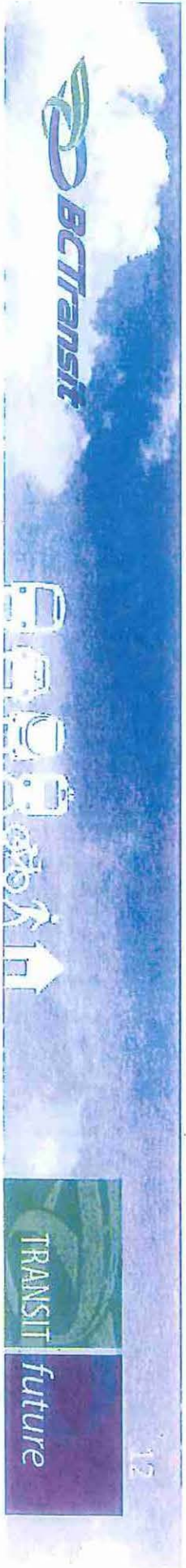
Medium term

- Chilliwack – Hope
- Abbotsford – Langley via Fraser Hwy

Long term



NEXT STEPS



Public Consultation Phase 2

- Present Regional & Inter-Regional Network
- Present Goals
- Feedback on:
 - Implementation Strategy
 - Immediate priorities
- Feb 27 – March 1
 - Harrison: March 1, 3pm – 6pm



Next steps

- Incorporate public feedback
- Final implementation strategy
- Final draft TF Plan development & review
- Council approval of final Transit Future Plan



Spring 2012



The logo for "TRANSIT future", with "TRANSIT" in white capital letters on a green background and "future" in white lowercase letters on a dark blue background.

Handwritten signature in blue ink, appearing to read "Johann Vanschaik".

Johann Vanschaik
Regional Transit Manager, BC Transit



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 28, 2012
FROM: Director of Finance **FILE:** 0530
SUBJECT: Strategic Community Investment Funds

ISSUE: To enter in to agreement with the Ministry of Community, Sport and Cultural Development for the Strategic Community Investment Funds.

BACKGROUND:

The attached correspondence outlines the Ministry of Community, Sport and Cultural Development's plan to help stimulate local economies, encourage growth, create local jobs and help offset the effects of uncertainties during difficult economic times. This Strategic Community Investment Fund 2012 - 2014 program will allow the Provincial Government to strengthen its commitment of local governments.

In order to ensure payment of these funds, local governments must sign Fund Agreements. The deadline for submission of the agreement is March 23, 2012. The Province cannot ensure payment of funds to local governments submitting signed agreements after this date.

RECOMMENDATION:

THAT Council authorizes the Corporate Officer to sign the Strategic Community Investment Funds Agreement with the Ministry of Community, Sport and Cultural Development.

Respectfully submitted for your consideration;


Dale Courtice, CGA
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:


Ted Tisdale
Chief Administrative Officer



February 27, 2012

To: All Municipal and Regional District Financial Administrators

Re: Strategic Community Investment Funds

In this difficult economic time, certainty is critical for the Ministry of Community, Sport and Cultural Development and for local governments. Restructuring the small community and regional district and traffic fine revenue sharing grants provides this certainty.

Many local governments rely on a steady stream of grant funding to meet operational requirements and there are frequently concerns with respect to the level of grant funding for the future. Undertaking the Strategic Community Investment Fund 2012-2014 program allows the Province of British Columbia (Province) to strengthen its commitment to local governments.

The Strategic Community Investment Fund 2012-2014 program will achieve the objectives of supporting local government efforts to stimulate local economies and will provide local governments with increased financial certainty while continuing to support investments in community safety for which traffic fine revenue sharing grants are intended. Providing more funding sooner allows local governments to make strategic spending decisions, stimulating local economies and creating local jobs. By detailing the level of funding in the Funds Agreement for each of the next three years, both the Province and local governments are provided with budget certainty for the future. As in past years, the grant amounts will be recalculated as new data is received.

Funding will be provided in a flexible, objective-based approach, enabling the money to flow quickly to communities while ensuring a strong accountability framework. In order to be eligible to receive funds each year, local governments must continue to develop a plan that sets out the intended uses and performance targets for those funds and must report publicly on their plan and progress towards achieving performance targets by June 30 in each following year.

Under the SCIF Agreement, the Province intends to maintain the same level of funding as under the formulas in the *Local Government Grants Act*. For certainty, transfer amounts will be authorized in each fiscal year, subject to receipt of a report that funds received to date have or are being used for the intended purposes and that public disclosure has or is being complied with in accordance with the Funds Agreement.

Please sign the attached Funds Agreement to indicate your acceptance of the terms and conditions within and return to the Ministry of Community, Sport and Cultural Development as soon as possible, and no later than March 23, 2012.

The Province cannot ensure payment of Funds to local governments submitting signed Funds Agreements after March 23, 2012.

In recognition of the short timeframe to sign and deliver the Funds Agreements, local governments are encouraged to email an electronic version of their signed Agreement.

Electronic copies of a signed Funds Agreement may be emailed to:
Jennifer.Richardson@gov.bc.ca.

Hard copy original signed Funds Agreements, along with the Council/Board resolution authorizing entering into the Agreement, may be sent to:

Mailing Address

Ministry of Community, Sport and Cultural Development
Local Government Infrastructure and Finance Branch
PO Box 9838 Stn Prov Govt
Victoria, BC V8W 9T1

If you have any questions, please contact Jennifer Richardson at 250-356-9609 or by email at: Jennifer.Richardson@gov.bc.ca.

Sincerely,

"Original signed by"

Don Fast
Deputy Minister
Ministry of Community, Sport and Cultural Development

STRATEGIC COMMUNITY INVESTMENT FUNDS AGREEMENT

This Agreement made as of _____, 2012,

BETWEEN:

Village of Harrison Hot Springs (Local Government)

AND:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA represented by the Deputy Minister of the Ministry of Community, Sport and Cultural Development (Province).

WHEREAS:

- A. The Province acknowledges that in this difficult economic time, financial certainty is critical for the Province and for local governments.
- B. The Province intends to strengthen its commitment to local governments by providing Strategic Community Investment Funds (Funds) over the next three years (2012 – 2014). This is also intended to provide bridge financing until local and provincial economies improve.
- C. By clarifying funding levels for the next three years, local governments are provided with the fiscal certainty required to make spending decisions, stimulate local economies and create jobs.
- D. The Province and the Local Government acknowledge the importance of reporting to residents on how the Funds are used. Transfers will be authorized using a flexible, purpose and objective-based approach to enable the Funds to flow quickly to communities, while ensuring a strong accountability and reporting framework.

NOW THEREFORE, in consideration of the mutual promises herein, the Local Government and the Province agree as follows:

Provided the Local Government complies with the terms and conditions of this Agreement, transfers will be authorized in the following amounts, for the purposes identified, on or before the date indicated.

Assured Funds	Use	Date	Amount
Small Community Grants	local government services	March 31, 2012	\$180,311
		June 30, 2012	\$271,068
		March 31, 2013	\$60,104
		June 30, 2013	\$150,861
		June 30, 2014	\$210,964
Traffic Fine Revenue Sharing Grants	defray the cost of local police enforcement	March 31, 2012	
		June 30, 2012	
		March 31, 2013	
		June 30, 2013	
		June 30, 2014	

1. CONDITIONS RELATING TO PAYMENTS BY THE PROVINCE

Notwithstanding any other provision of this Agreement, the payment of money, or incurrence of an obligation or commitment, by the Province pursuant to this Agreement, is subject to:

- (a) there being sufficient monies available in an appropriation, as defined in the *Financial Administration Act* (R.S.B.C. 1996, c. 138) (the "FAA"), to enable British Columbia in any fiscal year or part thereof when any such payment may be required, to make that payment;
- (b) Treasury Board, as defined in the FAA, not having controlled or limited, pursuant to the FAA, expenditure under any appropriation referred to in section 1(a); and
- (c) a report received from the local government that funds received to date have or are being used for the intended purposes and that public disclosure has or is being complied with in accordance with section 2 of this Agreement prior to funds being transferred.

2. ACCOUNTABILITY AND REPORTING TO RESIDENTS

- (a) Local governments receiving Funds will develop a plan that sets out the intended uses and performance targets for the Funds received from the Province.
- (b) By June 30th and in each following year, the Local Government will report publicly on the plan under section 2(a), and progress made toward achieving performance targets for the Funds in accordance with those plans.

3. TERM

This Agreement shall commence on the date that it is fully executed by both of the Parties and shall expire on June 30, 2015.

4. USES OF FUNDS

If any of these funds are not required for their intended use, the Province reserves the right to redirect the funds for other purposes.

SIGNATURES

This Agreement has been executed on behalf of the Local Government by the duly authorized Corporate Officer pursuant to a resolution of the Council or Board, and on behalf of the Province, by the Deputy Minister, Ministry of Community, Sport and Cultural Development.

Village of Harrison Hot Springs

HER MAJESTY THE QUEEN
IN RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA as represented by
the Deputy Minister of the Ministry of
Community, Sport and Cultural
Development

Corporate Officer

Deputy Minister
Ministry of Community, Sport
and Cultural Development



VILLAGE OF HARRISON HOT
SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 28, 2012
FROM: Andre Isakov, **FILE:** 0400-50-06
Community and Economic Development Officer
SUBJECT: Memorandum of Understanding on Resort Municipality Initiative

ISSUE:

The new five-year Memorandum of Understanding (MOU) between the Province and the Village for the next five-year phase of the Resort Municipality Initiative (RMI) has been developed and is before Council for signing authorisation.

BACKGROUND:

The MOU together with the municipality's approved 2012-2016 Resort Development Strategy (RDS) forms the RMI agreement between the Village of Harrison Hot Springs and the Province and lays out the projects and activities for the next five-year term. The RMI funding is provided separately through an annual Transfer under Agreement (TUA) detailing the amount of funding and projects scheduled for each calendar year. The Resort Municipality Initiative provides an excellent opportunity for developing and enhancing local tourism related infrastructure and amenities.

ATTACHMENTS:

1. Memorandum of Understanding
2. Schedule A – Resort Development Strategy
3. Letters of Support for the Resort Development Strategy

RECOMMENDATION:

THAT Council authorise the Mayor of the Village of Harrison Hot Springs or his duly authorised Officer established by bylaw to sign the Memorandum of Understanding on Resort Municipality Initiative between the Province and the Village of Harrison Hot Springs.

Respectfully submitted for your
consideration;

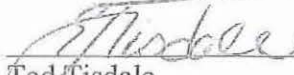
Andre Isakov
Community & Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer

MEMORANDUM OF UNDERSTANDING

on

Resort Municipality Initiative



BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA
represented by the Minister of Jobs, Tourism and Innovation (the "Province")

AND

Village of Harrison Hot Springs (the "Municipality")

WHEREAS:

- A. The Province, resort regions, mountain resort municipalities, and resort municipalities ("resort municipalities") are committed to supporting the expansion, development, and amelioration of resorts in British Columbia to increase tourism, economic development, and employment;
- B. The British Columbia Resort Task Force recommended greater levels of investment in the resort sector;
- C. The Province and resort municipalities recognize that all parties must work collaboratively with key stakeholders to ensure that long term investments in resort infrastructure and other initiatives are based on a strategic vision and will result in the outcomes referred to in the Resort Development Strategy;
- D. The British Columbia Resort Municipality Initiative is intended to encourage long term investment in resort infrastructure and other initiatives; and
- E. The Province has reviewed the Municipality's Resort Development Strategy which sets out the goals and specific projects of the Municipality.

NOW THEREFORE, the parties agree to the following:

1. Definitions

In this MOU, the following definitions apply:

"Funds" means any monies received by the Municipality from the Province under the Resort Municipality Initiative;

"Minister" means the Minister of Jobs, Tourism and Innovation and includes any successor to that Minister;

"MOU" means this Memorandum of Understanding and includes the recitals and any schedules to this MOU;

"Parties" means the Province and the Municipality;

"Projects" means the infrastructure projects, programs and other initiatives set out in the Resort Development Strategy attached as Schedule A; and

"Resort Development Strategy" means the 5-year strategy developed by the Municipality in consultation with stakeholders and approved by the Municipality's council which identifies projects that will be undertaken between 2012 and 2016 to accomplish the stated goals.

2. The Municipality shall:

- o Implement the Resort Development Strategy;

- o Spend the Funds for the purpose of undertaking and/or completing the Projects identified in the Resort Development Strategy;
- o Agree to engage and consult with First Nations where decisions under the Resort Development Strategy could affect aboriginal interests including aboriginal rights practices.
- o Until such time as all Funds have been spent on the Projects identified in the Resort Development Strategy, prepare and make public an annual report in a form satisfactory to the Province, that accounts for the Municipality's expenditure of Funds and explains how and to what extent the outcomes identified in the Resort Development Strategy are being achieved; and
- o Spend all Funds no later than two year after the expiry of this MOU.

3. Term and Commencement:

- o Notwithstanding the actual date of execution of this MOU, the term of this MOU will commence on January 1, 2012 and end on December 31, 2016.
- o Prior to the expiry of this MOU, it is the Parties' intention to work together to renew this MOU.
- o The Funds referred to in this MOU are subject to there being sufficient monies available in an appropriation, as defined in the *Financial Administration Act* (FAA) to enable the Province, in any fiscal year or part thereof when any payment by the Province to the Municipality falls due under this MOU, to make that payment; and Treasury Board, as defined in the FAA, not having controlled or limited expenditure under any appropriation referred to above.

4. Amendments to this MOU:

- o This MOU may be amended from time to time by written agreement of the Parties.

5. Notice and Transmission

Any notice required to be given under this MOU must be made in writing to the Province at:

Ministry of Jobs, Tourism and Innovation
 Economic Development Division
 PO Box 9853 Stn Prov Govt
 Victoria, BC V8W 9T5
 Fax: (250) 387-7972
 Attention: Executive Director – Regional Economic Policy and Projects

and if to the Municipality:

Village of Harrison Hot Springs
 PO Box 160
 Harrison Hot Springs, BC V0M 1K0
 Fax: (250) 796-2192

Schedule A

Resort Municipality Initiative (RMI) 2012 – 2016 Resort Development Strategy



Village of Harrison Hot Springs

Resort Municipality Initiative

2012 – 2016 Resort Development Strategy

1.	PURPOSE	4
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1. Purpose

This Resort Development Strategy is a requirement of the Resort Municipality Initiative (RMI) and is needed to form a component of the Memorandum of Agreement. It identifies the long term vision for the community and what and how the resort municipality plans to do to achieve outcomes that support this vision and the objectives of the RMI Program. It also provides the Village of Harrison Hot Springs, as a Resort Municipality, with direction to sustain and guide future tourism development and promotion for five years.

2. Background

Nestled against Southwestern British Columbia's magnificent mountains and the sandy beaches of Harrison Lake, a short 90 minutes drive east of Vancouver, the Village of Harrison Hot Springs is filled with rich history, natural wonders, incredible economic opportunities, and entrepreneurial spirit. Designated a Resort Municipality by the Province of BC, Harrison Hot Springs is a tourism hotspot for Metro Vancouver and Fraser Valley residents looking for a getaway and international visitors alike.

It is an exciting time for economic development in our beautiful community. The Village of Harrison Hot Springs is experiencing growth and is making key investments in improving municipal infrastructure and services to enhance the quality of life and encourage development. As a world-famous tourist destination, the Village has year-round visitors exploring Village life and taking advantage of the hot springs, boating, swimming, golfing, hiking, cycling, fishing, festivals, events, various organized tours, and an amazing array of other leisure activities. The municipality is committed towards strengthening and diversifying the economic base, focusing on the tourism industry.

Harrison Hot Springs Quick Facts

Population: **1,573 (2006)**

Unofficial Population: **1,800 (2011)**

Location: **Southwest British Columbia (BC)**

Total Private Dwellings: **934**

Area: **5.47 km² or 547 hectares (1351.7 acres)**

Population Density Per Square Kilometre: **287.4 people**

Labour Force: **725 people or 54% participation rate (2006)**

Labour Base: **Services, Retail Trade, Manufacturing, Government, Construction, Transportation**

Median Household Income: **\$40,313 (2006)**

Employment: **8.3% unemployment rate (2006)**

Growth: **23.4% population growth (2001-2006)**

2.1. The Role of Tourism

The tourism sector to date has been based around the area's natural resources – Harrison Lake, the beaches and of course the hot springs have all played a key role in attracting visitors to the Village along with festivals and events. However, the Village has much more to offer and the tourism industry is now recognizing that it can build on these opportunities and the existing product with a destination approach to product development, management, and marketing through Tourism Harrison.



3. Environmental Scan

3.1. Industry Profile

The following section provides some recent economic context for the tourism industry in British Columbia and the Resort Communities. The significant influences on tourism and possible influence on the resort community's economies are reported by year and summarized.

2007 Tourism Influences

In general terms, 2007 was still a robust year for tourism in British Columbia. Although US overnight entries continued their declines losing 4.1% in 2007, provincial occupancy levels reached an 11 year high at 67% and room rates advanced 5.9% over 2006 levels. This growth was fuelled by domestic travel and by increased overseas entries (+3.3%). These provincial results in general contributed to a healthy tourism environment.

2008 Tourism Influences

The end of 2008 marked the beginning of the global economic crisis which persists to this day. The financial sector crisis and associated housing crisis in the US spread to the rest of the economy in the US, Canada and overseas. The second half of 2008 saw this economic contraction began hitting virtually every sector of the economy – some such as the auto sector were hit harder than others. Declining consumer confidence resulted and along with this a decline in discretionary spending including overnight travel.

Growth in room revenue in British Columbia was the weakest since 2003 – an increase of only 0.6%. Hotel occupancy rates declined slightly in 2008. Visitor entries declined for 7th time in 8 years with US entries down 17% from 1995 levels. Entries from overseas were down slightly in 2008 from 2007 – declines from Japan were offset in part by increases from China and South Korea. In general, in addition to the global economic downturn, delays at the border, rising gas prices, exchange rates are influencing factors affecting 2008 tourism returns. This environment in 2008 likely impacted the entire tourism sector in the Province placing downward pressure on the tourism industry.

2009 Tourism Influences

In 2009, the context for the tourism industry in British Columbia worsened further still from 2008. Canada itself entered the worldwide recession officially in the last quarter of 2008 thereby influencing domestic travel patterns. Entries from the US and overseas both declined with US overnight entries down 5.9%; overseas entries down 13.9%. Room revenues took a huge hit in 2009 showing an 11.7% decline. The impact of the worldwide economic recession was exacerbated by fears related to the H1N1 pandemic that further reduced overnight travel. This environment in 2009 likely impacted the entire tourism sector in the Province and for the second straight year placing significant downward pressure on the tourism industry.

2010 Tourism Influences

In 2010, the context for the tourism industry in British Columbia finally began to stabilize as overnight travel to Canada from the US increased by 0.7% and overseas by 6.8% compared to 2009, when both markets were significantly down. Same day travel from the US still continued to decline however due to high exchange rates and fuel costs, which reduced US visits by 1.5%. Overnight and day US visits to British Columbia increased by 2% in 2010, and total overnight visits of all visitors increased by 4%. The months of February and March stand out likely due to the Olympics with the most growth compared to 2009 at roughly 10% for each month. This growth however may have only positively impacted communities close to Vancouver and Whistler for the 2010 reporting year.

Spending in Canada increased 4.2% in real terms following a 2.2% decline in 2009. International spending was up by 1.9%, boosted by a strong first quarter performance related to the 2010 Winter Olympics and Paralympics which would have impacted British Columbia directly. Spending by Canadians at home also increased in 2010.

Room revenue as estimated by BC Stats showed 12.1% increase to November 2010. Occupancy rates in BC were up slightly by 1.4% for 2010, with most the growth in revenue coming from the Vancouver Coast Mountain Region, followed by the Thompson Okanogan.

General economic trends showing a slow recovery from the 2008 recession were flat through 2010, not boosting the likely hood of travel, but also not weakening it. This trend is in contrast to 2008 and 2009 where economic conditions were not very conducive to tourism growth. Canada's high dollar also played a significant role in reducing Canada's price competitiveness compared to other destinations and likely tempered the growth somewhat. This slightly improved tourism environment in 2010 likely impacted the entire tourism sector in the Province.

Summary of Tourism Influences

During the 2007 – 2010 timeframe in which resort communities have been participating in the Resort Municipalities Initiative, the context for the tourism industry has been particularly volatile and provincial, national and global tourism statistics reflected declines in overnight entries, occupancy levels and room revenues beginning in 2008 and escalating in 2009. In 2010, multiple years of declines look to have stabilized somewhat, with very modest growth overall which was likely attributable to the 2010 Winter Olympics in Vancouver.

The primary tourism influences challenging the tourism economy during 2007-2010 can be summarized as:

- o Global financial/housing crisis leading to overall global economic downturn
- o Associated declines in employment levels affecting levels of personal disposable income and discretionary spending
- o Declines in corporate profitability necessitating business travel restrictions
- o Overall declines in consumer confidence continuing
- o Higher fuel prices
- o Weakening currency exchange rates relative to the Canadian dollar making travel to Canada more expensive from key markets
- o Increased border security, airline restrictions, documentation requirements
- o Declining export sales due to global economic downturn for countries such as Mexico and South Korea which had been showing strong growth in overnight visitation to British Columbia
- o H1N1 pandemic
- o Olympic aversion up to Feb 2010

The primary tourism influences supporting the tourism economy during 2007-2010 can be summarized as:

- o Business confidence steady
- o 2010 Vancouver Winter Olympic Games
- o Slow economic recovery into 2010

3.2. Regional and Local Tourism Context

The last few years will be remembered in the tourism industry for the recession, global financial crisis, implementation of visa requirements, dissolution of Tourism BC and the over decline in consumer confidence. All of these things have has or will have an impact on Harrison Hot Springs. While facing many challenges, Harrison is cautiously optimistic as the community moves forward.

As the majority of visitors to Harrison travel from Metro Vancouver market, it was important that a strong presence was established in that market. Tourism Harrison, a destination marketing organization, has been implementing advertising campaigns through various mediums including television, radio, print, and internet.

In early 2010 the Village of Harrison Hot Springs hired a Community and Economic Development Officer to assist with the development and the implementation of the resort strategies. Furthermore, the Village has worked to support an Event Coordinator position. All of these are incredibly positive steps which have the potential to build tourism in the region.

Vitally important, the Village has continued to work to improve the municipal infrastructure to enhance visitor experience, increase visitor spending, and increase overnight stays. Improvements to the plaza and lakeshore promenade, street reconstruction in the Village core, and improvements to the parks and trails, and other such infrastructural changes have continued to make Harrison a more attractive place for tourists. These improvements are helping the over-all competitiveness of Harrison Hot Springs as a tourism destination on the regional, nation, and international stages.

3.2.1. Seasonality

Harrison Hot Springs is a very seasonal destination with visitation heavily concentrated in the summer months. While significant efforts have been made over the years to build the shoulder seasons in the jurisdiction, tourism is expected to continue to be largely a seasonal business. The warm weather months from June to September will likely continue to be the core tourism season for many types of tourism experiences in BC. While seasonality is a reality for many communities and even major cities like Vancouver, there are initiatives that can lesson its impact. Activities like sport fishing continue to attract visitors to the village in the fall months, while the meetings market presents an opportunity to focus visitation on the non-summer months.

Day visits from the region and GVRD are also concentrated in the June – September period and the weekends, so initiatives and packages that give people a reason (e.g. events) or incentive (e.g. pricing discounts) to visit outside these times should be, and have been, a key focus.

3.2.2. Accommodation, Retail, Entertainment, Food and Beverage

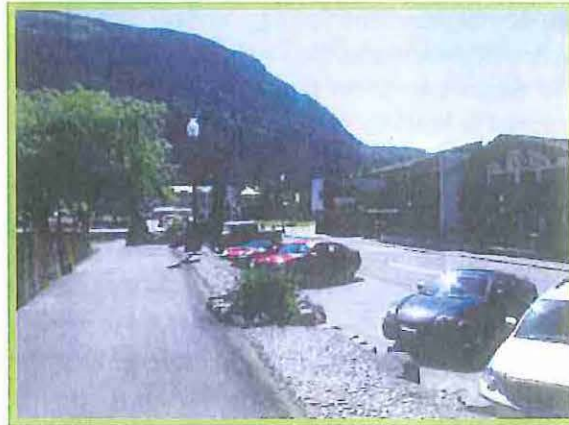
Harrison Hot Springs Resort & Spa is the village's single largest visitor attraction and drives visitation on a year round basis with over 330 rooms, spa facilities, golf and fishing packages and its famous hot springs pools. While the resort is self contained it also relies on the village infrastructure and other local operators to provide a more diverse experience for its guests. Many of the resort's customers for example also like to dine out in the village during their stay and utilize local guides for various activities.

The village's entertainment, dining and retail amenities provide visitors with additional activities and experiences during their stay. Although these amenities are not travel generators, they are regarded as an integral part of the overall tourism experience. While there are some excellent retail and dining options in the village, overall there is room for improvement in both sectors by diversifying the experience and raising the quality. Given the success of the arts and culture sectors there is potential

for more boutique local products and produce outlets within Harrison. The other concern within this sector are the hours of operation outside of the peak season months, where many businesses are closed mid-week or shut down altogether for periods of the off season.

3.2.3. Transportation Infrastructure

While access is excellent via road to the region and it is located in close proximity to Vancouver and Abbotsford international airports, there is a lack of regional transportation options for the visitor. The taxi and public bus services are limited and there are also no car rental companies located in the village. Parking is also becoming a major issue for the Harrison Village, particularly during peak tourist season.



3.3. SWOT Analysis

The SWOT Analysis provides an inventory of the area's strength, weaknesses, opportunities, and threats (SWOT) and assesses the degree to which each factor supports future growth. This analysis of the internal and external environment is an important part of this Resort Development Strategy and the Harrison Hot Springs Economic Development Action Plan. The following SWOT Analysis was conducted by the Harrison Economic Development Commission in April 2010.

Strengths:

- Natural unspoiled beauty
- Hot springs
- Back country and quads
- Beach and sand
- Lake and water activities
- Parks, trails and hiking
- Skiing, snowboarding
- Car race track
- Golfing
- Provincial campgrounds
- Great amenities and extra entertainment opportunities within neighbouring communities
- Village atmosphere
- Tourism Harrison (marketing)
- Location to Metro Vancouver and the market
- Strong arts and culture
- Resort

- Canadian and Global economy recovering
- Village tourism infrastructure funds
- Friendly people
- Lots of social opportunities
- Olympic opportunities
- Weekend getaway place
- Wholesome family destination
- Village staff to help with economic development
- Political will to see economic development
- High quality of life
- Affordable housing and living
- Aging population has stable incomes
- Agri-tourism
- Major nationally recognized festival

Weaknesses:

- Hot Springs experience is limiting
- Seasonality
- Lower investment business operators
- Higher land value within region
- Not enough quality experiences/activities
- Run down look
- Lack of export ready events
- Lack of infrastructure to support export ready events and programs (bricks and mortar + staff resources)
- Available land that the Village has control over
- Lack of things to do
- Market perception
- Work force
- Lack of clear identity/brand
- Limited funding
- Lack of jobs
- Limited transportation access
- Aging population

Opportunities:

- Hot Springs development
- Seabird Island Chehalis cooperation
- Nature/trails/lake
- Cycling
- Emerging markets – China, India
- Aboriginal tourism
- Web and online technologies
- Proximity to Vancouver
- Good fit with aging population
- Soft adventure tourism
- Advertising and marketing opportunities by the Village
- Lagoon and the waterfront upgrades
- Plaza and promenade improvements
- Memorial Hall redevelopment
- Multi-purpose space
- Filming

- New community events
- Trees and green space
- Gold rush and history
- Eco-tourism (zip-lines)
- Green Energy (Geothermal, Solar, Wind)
- Street vending and open markets
- Regional collaboration
- Village core beautification
- Floatplane terminal
- Agri-tourism and local food movement

Threats:

- Lack of tourism diversified product
- HST
- Slow recovery of economy (particularly in the U.S)
- Frictions between residential and economic development components
- Traffic/parking/accessibility

Action Item Findings outlined in the Harrison Hot Springs Economic Development Action Plan:

- Develop a Village branding and marketing plan with a clear and consistent brand
- Establish a Village Centre Revitalization Tax exemption
- Develop a Corporate Sponsorship and Advertising Policy
- Produce a waterfront development strategy
- Produce a Village centre development strategy
- Development of marketing and promotional materials
- Development of community profile document
- Produce a community events plan
- Produce an event organizing manual
- Renovate the Memorial Hall
- Develop a filming policy
- Establish local film production services
- Market and promote the Village for filming
- Develop a transportation and parking plan
- Produce a trail network plan
- Produce a trail map
- Redevelop the public hot spring pool
- Produce a Village tree inventory
- Produce a "Great Tree Hunt" document
- Develop sector specific business attraction strategies (tour operators, hotels, outdoor businesses..etc)
- Establish an assessment of development lands and opportunities (development toolkit)
- Review abilities to leverage amenities from new developments
- Explore the idea of a Wi-Fi Village
- Explore green energy opportunities within the Village
- Explore strategies for street vending and an open market
- Support regional collaboration and attend regional meetings
- Develop a vision for the floatplane terminal
- Partner with the commercial real estate agency to establish bus real estate tours of Harrison
- Host business networking event/ economic development forum
- Develop a Welcome Letter/Package providing information on services
- Host an annual real estate and development tour
- Participate in conferences and association events related to economic development (EDABC, EDAC, etc)

- Collect business success stories and become a regular contributor to local media
- Expand and add business resource information available online
- Develop and maintain relationships with the Provincial Ministry of Community and Rural Development
- Develop relationships with provincial and federal agencies that provide services and support to business and share the information on programs with local community
- Enhance working relationships with adjoining Community Economic Development departments (Chilliwack, Abbotsford, Kent, Mission, Hope)
- Regular review of best practices in other jurisdictions
- Help establish connections between local food producers and the local restaurant industry
- Develop a program for tracking and responding to business and development enquires
- Institute a business visitation program
- Support and help enhance existing events

SWOT Summary

Sectors	Key Products
Spa & Wellness	Hot Springs Pools and Hotels
Sport Fishing	Harrison Lake & River
Infrastructure	Roads, Plaza, Memorial Hall, Boat Ramp, Docks
Nature-based	Harrison Lake, beach, green spaces, trails
Water based activities	Boating, sailing, windsurfing, and kiteboarding
Festivals & Events	Harrison Festival of the Arts, Canada Day, Poker Run, Dragon boat Festival, Harrison Art Show.

4. Public Consultation and Engagement

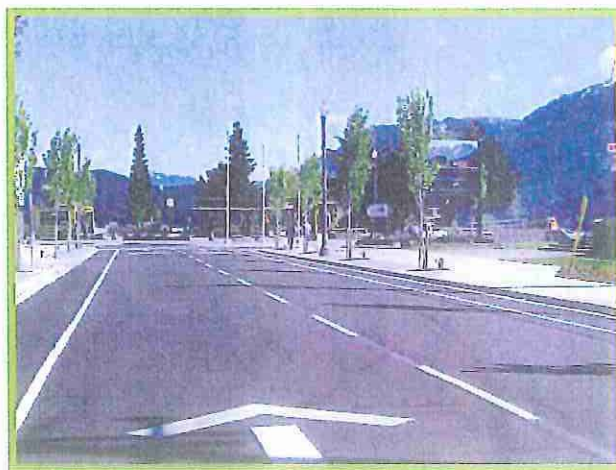
The projects identified in this Resort Development Strategy are the result of extensive consultation with the local Harrison tourism industry. This process started in September 2010 with the Harrison Hot Springs Economic Development Commission dialogue regarding the strategic direction of future RMI projects, and prior to that the development of the Harrison Hot Springs Economic Development Action Plan. As part of this process a number of tourism goals were identified and initiatives discussed. The discussion with key tourism stakeholders produced a degree of consensus as to priorities.

Further consultation was undertaken by the Village with a public Resort Development Strategy Open House meeting on June 2, 2011 to consider the long list of potential projects and determine priorities. This Open House was publicly advertised and promoted in the community as an opportunity for the general public to comment on the Resort Development Strategy. Furthermore, the identified key community stakeholders (see list below in 4.1) were also asked in written form to comment on the draft Resort Development Strategy. The comments from the community stakeholders were received and integrated in the final Plan. Effort was made to outreach to the local First Nation to inform them of the Plan and to seek their cooperation and partnership.

4.1. Stakeholders

The key community stakeholders within the Village of Harrison Hot Springs are identified as the following groups:

- Agassiz-Harrison Chamber of Commerce
- Harrison Festival Society
- Tourism Harrison Society
- Harrison Hot Springs Economic Development Commission



5. Vision and Goals

The below outlined long-term vision and goals for the development of the resort community, provide guidance for this Resort Development Strategy.

Community Long Term Vision:

"A residential and resort community with an attractive and inviting village core of shops and services. A strong commitment to maintaining the scenic qualities, the environment, the quality of life and the vibrant and cultural life combined with a high standard of development."

Village of Harrison Hot Springs Official Community Plan (OCP), Section 2.3

Goals

1. Increase Tourism Awareness

Key Objectives:

- Raise the level of awareness of the value of tourism to the economy within the community.

Rationale:

Tourism awareness programs are key to raising the profile of the industry and creating a stronger tourism economy in ways that do not compromise traditional quality of life enjoyed by residents. In order to raise awareness, measure, and track changes in public attitudes towards tourism, various survey tools are hoped to be developed and employed over the next 5 years.

2. Increase Awareness of Harrison Hot Springs

Key Objectives:

- Raise awareness of the community as a tourism destination
- Raise awareness of local and regional tourism assets
- Promote and market Harrison Hot Springs

Rationale:

Tourism awareness programs are key to raising the profile of the industry and creating a stronger tourism economy in ways that do not compromise traditional quality of life enjoyed by residents. In order to raise awareness, measure, and track changes in public attitudes towards tourism, various survey tools are hoped to be developed and employed over the next 5 years.

3. Enhance Visitor Experience and Satisfaction

Key Objectives:

- Improve the quality and quantity of tourism services and amenities
- Improve tourism-related infrastructure

- Enhance customer experience
- Increase repeat-customer visitation rates
- Extend customer visitation

Rationale:

A more positive visitor experience is linked with longer stays and repeat visits. In order to raise awareness, measure, and track changes in visitor attitudes towards tourism, various survey tools are hoped to be developed and employed over the next 5 years.

4. Support the Development and Enhancement of Local Tourism Assets

Key Objectives:

- Provide a broad range of social, cultural, and recreational tourism opportunities
- Enhance the variety of shopping, dining, and lodging options within the municipality

Rationale:

Local tourism assets, such as festivals and events, help enhance visitor satisfaction support the duration and the rates of stay. In order to raise awareness, measure, and track changes in public attitudes towards tourism, various survey tools are hoped to be developed and employed over the next 5 years.

5. Diversify Seasonal Nature of the Tourism Industry

Key Objectives:

- Develop shoulder season programming and tourism assets that assist in prolonging the tourism season
- Market and promote the shoulder season and off season
- Develop infrastructure that would support shoulder and off season tourism

Rationale:

Diversification strategies lead to better customer experiences and more sustainable community economic conditions. In order to raise awareness, measure, and track changes in public attitudes towards tourism, various survey tools are hoped to be developed and employed over the next 5 years.

6. Cooperative Partnerships

Key Objectives:

- Increased cultural understanding
- A mentoring program that allows participating organizations to share knowledge and experiences
- Resource sharing
- Knowledge sharing

Rationale:

The concept of cooperative partnerships focuses on creating a more cohesive foundation from which to build greater understanding and better communication channels for sharing resources and experiences, and enhancing learning. In order to raise awareness, measure, and track changes in public attitudes towards tourism, various survey tools are hoped to be developed and employed over the next 5 years.

Performance Goal:
Increase Tourism Daily Visitation Rate by 15% in 5 years over 2011 levels.

5.1. Consistency with Official Community Plans and Regional Planning

The Village of Harrison OCP contains significant reference to tourism mainly related to commercial and tourism specific development. The Community Vision also refers to tourism through a series of statements that refer to enhancing the character and economic base of the village and the downtown lakeshore area. Within Harrison Hot Springs, tourism is widely acknowledged as the primary industry and key to the community's economic survival. The Village believes the changes to the OCP will help facilitate a number of development projects that have been on hold recently.

Regional Growth Strategy for the Fraser Valley Regional District (FVRD)

The 2004 FVRD Regional Growth Strategy outlines eight broad management goals. Tourism is only mentioned once in the entire document where it refers to "supporting transportation improvements to facilitate growth in the tourism".

The strategic directions contained within this Strategy are consistent with the broad growth goals contained in the Regional Growth Strategy and in a number of cases reinforce the importance of: increased transportation choices and efficiency, enhancing the agricultural sector and achieving sustainable economic growth.

5.2. Obstacles to the Vision

Fractured organizational structure:

- Achieve taxpayers support of economic development, tourism, and resort development plans
- Lack of business buy-in
- Lack of a common vision

Seasonal and conflicting attitudes to tourism

- Jobs seasonal and part-time
- Keeping the required people year round
- Seasonal climate limitations
- Availability of seasonal labour
- Availability of activities in the off season
- Limited number of tourist activities in general

Under developed relationships with government

- Lack of developed trails due to jurisdictional limits and issues
- Government agencies and regulation causing time delays

Limited access to and within the community

- Safe and effective bike path – Agassiz to Harrison
- Public transit (to Vancouver)
- Lack of public transportation options
- Parking and traffic management

Limited Funding and Resources

- Priorities require prioritisation
- There are capacity limits
- There are financial limits

6. Projects

Project Title		
Project description	Rendall Park Washrooms	
Milestones	Anticipated Start Date	2015
	Completion Date	2015
	Operational Date	2015
Goal(s)	RDS Goal # 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: Improve tourism infrastructure, increase visitation traffic to Rendall Park by 15% in 5 years over 2011 levels.	
	RDS Goal # 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: Provide infrastructure that would support visitation and enhance visitor experience at Rendall Park (Park is a key asset)	
Rationale	There are currently no easily accessible washrooms for the users of this beach park. This will provide a new tourism amenity.	
Additional Benefits	Environmental benefits	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, user satisfaction surveys, visitation rates, rates of requests for information at the Visitor Centre.	
Funding sources	RMI Funding	\$175,000 / 100%
Cost of project	\$175,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title		
Project description	Rendall Park Lock Blocks	
Milestones	Anticipated Start Date	2016
	Completion Date	2016
	Operational Date	2016
Goal(s)	RDS Goal # 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: Extend the lock-block area to improve the pathways and the beach area to increasing visitor traffic by 15% in 5 years over 2011 levels.	
	RDS Goal # 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: To enhance community's strongest asset – the beach and the waterfront.	
	RDS Goal # 6: Cooperative Partnerships	
	Project Goal: Work with the Harrison Festival Society and other cultural, social, and recreational community groups to promote the waterfront as a community asset and a place for recreation and enjoyment.	
Additional Benefits	Environmental, Cultural, Social, Economic.	
Rationale	To improve the attractiveness of the beach, enhance beach usefulness to the users, and to assist with preventing sand erosion.	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates.	
Funding sources	RMI Funding	\$160,000 / 100%
Cost of project	\$160,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title		
Project description	Hot Springs Source	
Milestones	Anticipated Start Date	2013
	Completion Date	2013
	Operational Date	2013
Goal(s)	RDS Goal # 2: Increase Awareness of Harrison Hot Springs	
	Project Goal: Develop a creative niche asset that will distinguish Harrison Hot Springs and establish the community as an international tourism destination supporting the performance goal of increasing visitor traffic by 15% in 5 years over 2011 levels.	
	RDS Goal # 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: Develop a cultural tourism asset by incorporating a First Nations interpretive site.	
	RDS Goal # 6: Cooperative Partnerships	
	Project Goal: Work with the local First Nations and the Harrison Hot Springs Resort & Spa to increase cultural understanding and share resources.	
Rationale	To see the improvement to this tourism resource and to make sure that there remains a public access to it.	
Additional Benefits	Cultural and Social Capital Building, Economic	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates, rates of requests for information at the Visitor Centre.	
Funding sources	RMI Funding	\$120,000 / 33.3%
	Other:	Harrison Hot Springs Resort & Spa, First Nations.
Cost of project	\$ 360,000	
Project Manager	Harrison Hot Springs Resort & Spa with Municipal supervision	
Operating responsibilities	Organization	Harrison Hot Springs Resort & Spa
	Financing	Harrison Hot Springs Resort & Spa

Project Title		
Project description	Beach & Lagoon Improvements	
Milestones	Anticipated Start Date	2012
	Completion Date	2016
	Operational Date	2012-2016 (multiple stages)
Goal(s)	RDS Goal # 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: Improve the pathways and the beach area, install a fountain in the lagoon, improve the playground area, install a splash water park for kids, and work to beautify the area with vegetation to increasing visitor traffic by 15% in 5 years over 2011 levels.	
	RDS Goal # 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: To enhance community's strongest asset -- the beach and the waterfront.	
	RDS Goal # 6: Cooperative Partnerships	
	Project Goal: Work with the Harrison Festival Society and other cultural, social, and recreational community groups to promote the waterfront as a community asset and a place for recreation and enjoyment.	
Rationale	The project goals develop and improve the tourism product available in the community in order to enhance visitor satisfaction.	
Additional Benefits	Environmental, Cultural, Social, Economic.	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates.	
Funding sources	RMI Funding	\$596,000 / 100%
Cost of project	\$596,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title		
Project description	Streetscape Improvements	
Milestones	Anticipated Start Date	2012
	Completion Date	2016
	Operational Date	2012-2016 (multiple stages)
Goal(s)	RDS Goal # 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: Develop more attractive Village Centre streetscapes with projects that would focus on initiatives such as: new planters, street banners, additional Christmas lights, solar powered compacting garbage bins, bicycle racks, public art, improvements to the village entrance gate with new signage, street landscaping, and other such municipal tourism amenities that would lead to higher visitor satisfaction and better visitor experience to support the performance goal of a 15% tourism visitation rate increase in 5 years over 2011 levels.	
	RDS Goal # 4: Support the Development and Enhancement of Local Tourism Assets	
	Project Goal: To enhance the Village Centre streetscapes in order to support the lodging, shopping, and dining experiences within the municipality.	
Rationale	RDS Goal # 6: Cooperative Partnerships	
	Project Goal: To work with the merchants and groups such as the Agassiz-Harrison Chamber of Commerce, and the Communities in Bloom Committee in order to facilitate Village Centre revitalization and improvements that would support the facilitation of business and social interactions.	
Rationale	The goals support Village core business revitalization, developing the destination and enhancing the visitor experience.	
Additional Benefits	Economic, Social, Cultural, Environmental	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates.	
Funding sources	RMI Funding	\$259,000 / 100%
Cost of project	\$259,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title		
Project description	Trails Development	
Milestones	Anticipated Start Date	2012
	Completion Date	2016
	Operational Date	2012-2016 (multiple stages)
Goal(s)	RDS Goal # 3: Enhance Visitor Experience and Satisfaction	
	Project Goal: To improve the current recreational amenities for tourists by increasing the length and quality of the current trail system. The improved trail network will support the performance goal of increasing tourism visitation rates by 15% in 5 years over 2011 levels.	
	RDS Goal # 5: Diversify Seasonal Nature of the Tourism Industry	
	Project Goal: Provide all-season recreational activities for visitors.	
	RDS Goal # 6: Cooperative Partnerships	
	Project Goal: Work with community groups such as Tourism Harrison, the Miami River Streamkeepers, and the Harrison Hikers Club to raise the awareness of hiking and recreational opportunities for tourists in the community.	
Rationale	To diversify and improve the market ready tourism activities available in the community.	
Additional Benefits	Economic, Social, Cultural, Environmental	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates, rates of requests for information at the Visitor Centre.	
Funding sources	RMI Funding	\$125,000 / 100%
Cost of project	\$125,000	
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

Project Title		
Project description	Events & Festivals	
Milestones	Anticipated Start Date	2012
	Completion Date	Annual until 2016
	Operational Date	2012
Goal(s)	RDS Goal # 1: Increase Tourism Awareness	
	Project Goal: Raise the level of awareness about the quality of arts and cultural programming available to tourists in Harrison Hot Springs and in the Province of BC by providing funding to hold year-round community events that would support the goal of increasing tourism visitation rates by 15% in 5 years over 2011 levels.	
	RDS Goal # 5: Diversify Seasonal Nature of the Tourism Industry	
	Project Goal: Develop year-round and indoor events that would encourage economic diversification in the traditionally slower tourism shoulder season (September to May).	
Goal(s)	RDS Goal # 6: Cooperative Partnerships	
	Project Goal: Work with community groups and existing events, such as the Harrison Festival Society, to grow the events and festivals, and to attract new events by leveraging existing knowledge and resources.	
Rationale	To develop a pull mechanism to attract tourists and to add value to the existing tourism product, in order to diversify and expand the market share.	
Additional Benefits	Economic, Cultural, Social	
Performance evaluation and monitoring technique(s) that will be used to evaluate outcomes	Site visits, visual documentation (pictures and video), user satisfaction surveys, visitation rates, rates of requests for information at the Visitor Centre.	
Funding sources	RMI Funding	\$100,000 / 100%
	Other:	Possibilities to leverage funding support from: Agassiz-Harrison Chamber of Commerce; Harrison Festival of the Arts; Federal, Provincial, Municipal Grants.
Cost of project		\$100,000
Project Manager	Municipality	
Operating responsibilities	Organization	Municipality
	Financing	Municipality

7. Financial Plan

The revenue sharing budget estimate for the Village of Harrison Hot Springs is \$1.53 million over 5 years. This funding will be allocated to the projects presented in the following table and is based on input from Council and tourism stakeholder groups. By undertaking these development initiatives in combination with the other destination management and product development priorities identified in this document and the previous Resort Development Strategy, Harrison Hot Springs will enhance the overall visitor experience.

Village of Harrison Hot Springs Resort Municipality Initiative (RMI) Strategy 2012 - 2016					
Project Description	2012	2013	Year 2014	2015	2016
Rendall Park Washrooms	-	-	-	\$175,000	-
Rendall Park Lock Blocks	-	-	-	-	\$160,000
Hot Springs Source	-	\$120,000	-	-	-
Beach/Lagoon Improvements	\$200,000	\$108,000	\$236,000	-	\$52,000
Streetscape Improvements	\$62,000	\$34,000	\$26,000	\$87,000	\$50,000
Trails	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Events	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
	<u>\$307,000</u>	<u>\$307,000</u>	<u>\$307,000</u>	<u>\$307,000</u>	<u>\$307,000</u>

Rendall Park Washrooms – the addition of this facility would allow for easy tourist access to washroom and changeroom facilities. The total estimated cost for this project is \$175,000.

Rendall Park Lock Blocks – the extension of the lock-block area to improve the pathways and the beach area in Randall Park. The total estimated cost for this project is \$160,000.

Hot Springs Source – development of the hot springs source site to provide a year round attraction and public gathering place. The total project cost is estimated at \$360,000 with the municipality only contributing 1/3 of that cost from the RMI funding (\$120,000). The rest of the funding is planned to be leveraged through private sector contributions including the Delaware North Companies (i.e. the Harrison Hot Springs Resort & Spa parent company). There is also a potential for a partnership with the local First Nations.

Beach and Lagoon Improvements – enhanced landscaping, walkways, playground, performing arts space on the beach, splash water park for kids, and addition of fountain(s) in the lagoon to enhance water quality. The estimated project cost is \$596,000.

Streetscape Improvements – this is improvements for the Village Centre including possible projects such as planters, street banners, additional Christmas lights, solar powered compacting garbage bins, bicycle racks, public art, street landscaping, improvements to the village entrance gate with new signage and other such municipal tourism amenities. The estimated project cost is \$259,000.

Trails Development – trails development and upgrading should be focused on the Miami River Greenway trail as a key connector with multiple access points. The project would also include trail signage and mapping. The estimated project cost is \$125,000.

Events and Festivals – Funds to encourage new shoulder season events. The estimated project cost is \$100,000.

8. Community Partners' Endorsement

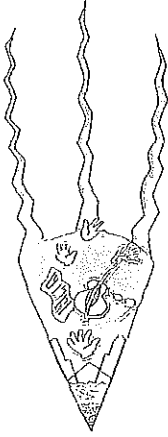
As representatives of key community organizations within the Village of Harrison Hot Springs, we the undersigned commit our approval and support for this strategy, including our continuing participation in its successful component planning and implementation. Letters of support are attached.

Agassiz-Harrison Chamber of Commerce

Harrison Festival Society

Tourism Harrison

Harrison Hot Springs Economic Development Commission



Harrison Festival Society

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

October 20, 2011

Andre Isakov, Community and Economic Development Officer,
Village of Harrison Hot Springs,
P.O. Box 160,
Harrison Hot Springs, BC
V0M 1K0

Dear Mr. Isakov:

This letter will confirm that we have read and are in support of the 2012-2016 Resort Development Strategy to be submitted by your office on behalf of Council.

We will cooperate with the implementation and are pleased to help in any way we can.

Thank you very much.

Yours truly,

Phyllis Stenson

Phyllis Stenson,
Executive Director



Harrison Hot Springs Economic Development Commission

- a catalyst for economic development -

Andre Isakov
Community & Economic Development Officer
Village of Harrison Hot Springs
PO Box 160, 495 Hot Springs Road
Harrison Hot Springs
VOM 1K0

Re: Harrison Hot Springs Resort Development Strategy

Dear Andre

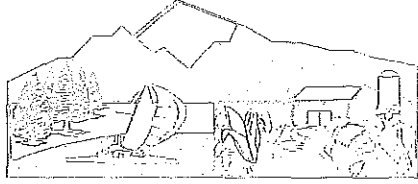
The Harrison Hot Springs Economic Development Commission has worked to strengthen the tourism economy in Harrison Hot Springs and is keely aware of the importance of the Regional Development Strategy and associated infrastructure funds to the future economy of the Village of Harrison Hot Springs. The Economic Development Commission supports the current draft of Harrison Resort Development plan.

Sincerely

A handwritten signature in black ink, appearing to read "Danny Crowell".

Danny Crowell
Vice Chair

Harrison Economic Development Commission



Harrison Agassiz Chamber of Commerce
The Voice of Business for Harrison Hot Springs
The District of Kent and surrounding area

Andre Isakov
Community & Economic Development Officer
Village of Harrison Hot Springs
PO Box 160,
495 Hot Springs Road
Harrison Hot Springs
V0M 1K0

Re: Harrison Hot Springs Resort Development Strategy

Dear Mr. Isakov

The Harrison Agassiz Chamber of Commerce has many members in the Tourism industry and are aware of the importance of the Regional Development Strategy to the future economy of the Village of Harrison Hot Springs. Our organisation fully supports the current draft of Harrison Resort Development plan you have created and will equally support and cooperate with its implementation.

Sincerely

A handwritten signature in cursive script, appearing to read 'Robert Reyerse'. The signature is fluid and somewhat stylized, with the first letters being larger and more prominent.

Robert Reyerse
President
Harrison Agassiz Chamber of Commerce

Andre Isakov
Community & Economic Development Officer
Village of Harrison Hot Springs
PO Box 160, 495 Hot Springs Road
Harrison Hot Springs
V0M 1K0

Re: Harrison Hot Springs Resort Development Strategy

Dear Andre

The Harrison Tourism Society understands the critical importance that the Regional Development Strategy plays in the ability of the Village of Harrison Hot Springs to support the promotion of Tourism and the provision of useful tourism infrastructure. Our organisation fully supports the plan you have set out and will cooperate wherever possible in its implementation.

Sincerely

A handwritten signature in black ink, appearing to read 'Ian Maw', written in a cursive style.

Ian Maw
Chair
Harrison Tourism Society

Starting in May of 2010 the Village began to engage the public in exploring options for improving municipal waste services. The review focused on options that would reduce costs, enhance and improve user services, and promote environmental sustainability.

Upon a comprehensive review of all the waste service options, it was identified that curbside collection of garbage, recycling, and green waste collection was the most desirable option since it would produce cost savings for the municipality, is most convenient for the users, and would result in environmental improvements. It was proposed that the Green Waste Site could be closed and issues with illegal and unlimited dumping would be better managed if green waste was collected at curbside.

After a detailed Request for Proposals (RFP) process and dialogue with several potential private solid waste providers the evaluation process identified First Class Waste Services as the preferred proponent on both financial and technical grounds. At that point, Council agreed to a 5 year contract with First Class Waste Services. The services commenced as of January 1, 2011.

Summary of Village of Harrison Hot Springs Yard Waste Services:

- Customer for curbside collection are residential single-family and duplex households (about 575 housing units in the Village), they are billed through the municipality. Some additional strata complexes and other multi-family dwellings may choose to be included in this program and receive Village negotiated rates if advantageous to do so (and some have done so).
- Private contractor provides all labour, materials and equipment required to fully perform the curbside collection during the 5 years contract.
- For yard waste trimming collection, the base level of service is one 121 liter container weighing no more than 25kgs. Additional yard trimmings over the base are handled with a user-pay tag system. The Green Waste Site is now closed.
- Extra yard waste and garbage tags are sold at the Village office for \$2 each.
- The cost for the curbside yard waste collection, garbage, and recycling is \$12.75 monthly or \$153 annually per household.
- The current curbside program is very competitively priced. In comparison, the City of Chilliwack charges its residents \$14.04 per month for curbside garbage and recycling plus additional \$8.32 per month for yard trimmings.

Advantages of the Municipal Waste Service Improvements:

- Cost savings and cost certainty for the municipality and service recipients.
- Additional convenience for the users and residents. The comprehensive and simple all-year-round curbside solid waste collection services provide most convenience.
- New additional services. The curbside collection includes a highly comprehensive and unlimited commingled recycling program, and a yard waste program.
- Enhanced waste reduction and environmental sustainability to assist the community in lowering its ecological footprint.
- Green Waste Site is closed. The visual, odour and other issues associated with the property are eliminated. The property is available for other purposes.
- The initiative helps to extend the life expectancy of the current municipal garbage truck, which is now only used to service the beach, parks, and the municipal buildings.
- Public Works staff have been released from curbside duties to do other needed community projects.

In 2011, First Class Waste Services reported hauling 76.06 tonnes of yard waste as part of the municipal curbside waste management program. All yard waste collect by the municipal curbside program goes to the Parr Road Green Waste Facility in Chilliwack.

POLICY CONSIDERATIONS:

Overall, it appears that the Village Solid Waste Services are serving the majority of residents well. Most early public concerns regarding the changes to the solid waste program centered around the closure of the Green Waste Site and the limitations on the residential yard waste output. Most complaints to the office come from residents who wish to see broader provisions for green waste, and those who wish to see none. However, there have been very few of such complaints – about 6 in total.

Although these concerns have largely subsided, if so desired the Council may want to consider some options to address the green waste curbside limit issue. Council may consider the following:

Option 1. The residents of properties that are quarter acre (1210 sq. yards or 10,890 sq. Feet) in size or larger can receive extra free tags for green waste each year. This means that tax payers will have to cover the cost of extra tags for residents on larger properties. Extra 2, 4, or even 6 tags can be provided to those with larger properties relatively inexpensively. Over time, the number of extra tags can be reduced. This program is estimated to cost about \$450 dollars a year (6 tags per year x \$2 per tag x 20 properties = \$240)

Option 2. The municipality may consider providing roll-off yard waste containers for determined period of time (a few weeks) in the fall and spring for community use. It will cost the Village \$125 per container haul plus \$65 per metric ton of disposal yard waste. The cost for this is estimated around \$1500 - \$2000 plus (assuming two containers and about 8-12 tonnes of green waste would be collected). However, this option brings back issues of unlimited subsidized dumping. It is challenging to completely predict the costs of this option as the demand for the service will dictate the costs. Furthermore, there may be additional costs associated with staff time to manage and monitor the waste containers.

Option 3. The municipality can offer all residents unlimited curbside green waste services. First Class Waste Services estimate that this service would cost additional \$2.67 per unit per month (about \$35 a year) OR \$355 per week (about \$1540 per month) for the 575 units serviced within the municipality. There is some flexibility with how such program could be structured. For example, the unlimited curbside yard waste pick-up service could be restricted to a period of a few weeks in a year. The cost of this additional service would be passed along to the users on their utility bill.

Option 4. Keeping the status quo and keeping the program as it exists with basic service provisions for all who are serviced. To manage extra green waste if and when required all program users under the current service agreement have an option of purchasing extra tags, rationing green waste output, composting on private property, and taking green waste to the most convenient designated green waste facility (Kent Recycling or Parr Road). The current user pay system avoids the issue of subsidization for those with larger lots and extra yard waste.

RECOMMENDATION:

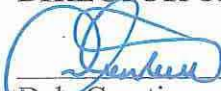
Option four is recommended as a course of action to pursue.

Respectfully submitted for your
consideration;



Andre Isakov
Community & Economic Development Officer

DIRECTOR OF FINANCE COMMENTS:



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 1, 2012
FROM: Ted Tisdale,
Chief Administrative Officer **FILE:** 0530
SUBJECT: Memorandum of Understanding of Cooperation and Communication with
First Nations and District of Kent

ISSUE:

Council's agreement to be a signatory to the memorandum of understanding.

BACKGROUND:

In 2010, the District of Kent, Harrison, Seabird, Sts'Ailes and Stó:lô tribal Council reached an understanding with respect to formalize the relationship between the parties. Subsequently, the Cheam First Nation and Scowlitz were included in the process.

The parties agreed to the memorandum and it was referred to the Harrison Council for ratification, which Council did approve.

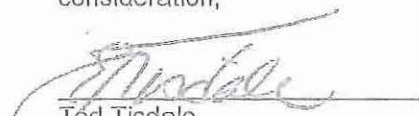
The memorandum was later altered to include a provision allowing the dispute resolution committee the authority to act. This presented some concerns to Council and they sought clarification before they could commit to the M.O.U.

This issue has now been addressed and the M.O.U. reflects the intent of the parties.

RECOMMENDATION:

THAT Council approve the Memorandum of Understanding on cooperation and communication between Cheam First Nations, District of Kent, Scowlitz First Nation, Seabird Island Band, Stó:lô Tribal Council and Sts'Ailes First Nation, and now the Village of Harrison Hot Springs authorizing the Mayor and Corporate Officer to sign on behalf of the Village.

Respectfully submitted for your
consideration;


Ted Tisdale
Chief Administrative Officer



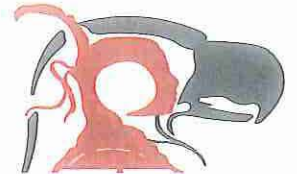
MEMORANDUM OF UNDERSTANDING ON
COOPERATION AND COMMUNICATION



BETWEEN



CHEAM FIRST NATION
DISTRICT OF KENT
SCOWLITZ FIRST NATION
SEABIRD ISLAND BAND
STÓ:LŌ TRIBAL COUNCIL
STS'AILES FIRST NATION



VILLAGE OF HARRISON HOT SPRINGS



WHEREAS Cheam First Nation, District of Kent, Scowlitz First Nation, Seabird Island Band, Stó:lō Tribal Council, Sts'ailes First Nation, and the Village of Harrison Hot Springs (hereafter known as the Parties) have a common interest in developing a collaborative working relationship which will benefit our communities;

AND WHEREAS the Parties also have shared interests in cooperative intergovernmental relationships, including those between each Party before and after treaties are signed;

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

NOW THEREFORE LET IT BE RESOLVED that this Memorandum of Understanding represents a commitment by the Parties to work together to promote cooperative relationships between the Parties.

PRINCIPLES

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

GENERAL OBJECTIVES

The Parties have the following mutual objectives:


1. Promote understandings of interests of First Nations and Local Governments including participation in each other's events wherever possible;
2. Provide opportunities for relationship building between the Parties such as through the UBCM annual "Community to Community Forum" which encourages dialogue between the community leaders on the areas of common interest. This includes Economic Development, Natural Resource Management affecting the environment, (Fraser River, Salmon Enhancement, Erosion, Flood Control, Gravel Removal and Waste Management), Education Training, Tourism, Emergency Measures, Affordable Service Delivery, Agriculture and Cooperative Land Use Planning;
3. To identify and collaborate on areas of mutual benefit;
4. Encourage and promote effective methods of dispute resolution between the Parties. A dispute resolution committee shall be struck with equal representation from the Parties who will select an independent Chair; and
5. The Parties agree to continue to support existing "Community to Community Forum" to further the objectives stated in the Agreement.

IMPLEMENTATION

The Parties agree to meet and review joint initiatives and projects as well as general progress on the above objectives and will strike working groups as necessary to develop and implement priority areas.


SIGNED on behalf of Cheam First Nation on this 4th day of April, 2011 by:

 For
Chief Lincoln Douglas


(Witnessed by)
Print Name:

SIGNED on behalf of the District of Kent on this 4th day of April, 2011 by:


Mayor Lorne Fisher


Wallace Mah, Chief Administrative Officer

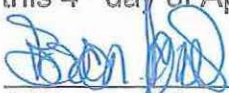
SIGNED on behalf of Scowlitz First Nation on this 4th day of April, 2011 by:


Chief Andy Phillips


(Witness by)
Print Name:


SIGNED on behalf of Seabird Island Band on this 4th day of April, 2011 by:


Chief Clem Seymour


(Witnessed by)
Print Name:


SIGNED on behalf of Stó:lō Tribal Council on this 4th day of April, 2011 by:


Grand Chief Clarence Pennier


(Witnessed by)
Print Name:

SIGNED on behalf of the Sts'ailes First Nation on this 4th day of April, 2011 by:


Chief Willie Charlie


(Witnessed by)
Print Name:

COPY

SIGNED on behalf of the Village of Harrison Hot Springs on this 1st day of March, 2012 by:

Mayor Leo Facio

Ted Tisdale
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 1, 2012
FROM: Ted Tisdale, Chief Administrative Officer **FILE:** 7130-07
SUBJECT: Emergency Evacuation Route

ISSUE:

Council to provide the Ministry of Transportation a letter of support.

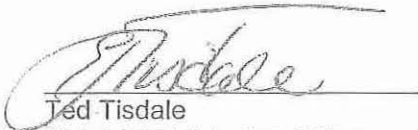
BACKGROUND:

That Council review the letter written from the District of Kent to the Ministry of Transportation.

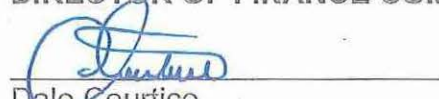
RECOMMENDATION:

THAT Council write a letter of support to the Ministry of Transportation and Infrastructure.

Respectfully submitted for your consideration;


Ted Tisdale
Chief Administrative Officer

DIRECTOR OF FINANCE COMMENTS:


Dale Courtice
Director of Finance



7170 Cheam Avenue
PO Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc

February 9, 2012

File: 0400-20

Mr. Brian Atkins
District Manager, Transportation
Lower Mainland District Office
Ministry of Transportation & Infrastructure
Suite 200, 1065 Columbia Street
New Westminster, BC V3M 6H7

Dear Mr. Atkins:

Re: Emergency Evacuation Route

Thank you for taking the time to meet with Mayor John Van Laerhoven, Mr. Mick Thiessen, Director of Engineering Services, and I on January 31, 2012.

This letter is to follow up our meeting with respect to the proposed emergency evacuation route between the District of Kent and the Village of Harrison Hot Springs.

In addition the Ministry may wish to give consideration to assist our municipality by rerouting logging trucks away from our communities in order to extend the life of our respective infrastructure. This may be possible with the assistance of other Ministries (BC Parks and Forestry) in enhancing the route from Highway No. 7 to the main access road west of Deer Lake.

Enclosed for your information is a copy of the "confidential" staff report outlining the proposed emergency evacuation route and the photographs taken along the route and a map detailing the location of where the respective photos were taken.

If you require any further information please do not hesitate to contact me at 604-796-2235. We look forward to working with the Ministry with respect to establishing an emergency evacuation route for our communities.

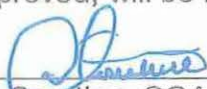
Sincerely,

Wallace Mah
Chief Administrative Officer

pc: Mayor and Council (letter only)
T. Tisdale, Chief Administrative Officer, Village of Harrison Hot Springs (letter only)

DIRECTOR OF FINANCE COMMENTS:

If approved, will be included in final 2012



Dale Courtice, CGA
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 5, 2012
FROM: Manager of Revenue Services **FILE:** 4200-20
SUBJECT: Appointment of Chief Election Officer – 2012 Local By-Election

ISSUE:

To appoint Janice Fulton as Chief Election Officer to conduct the upcoming Village of Harrison By-Election. The appointment of a Deputy Chief Election Officer will follow at a later date.

BACKGROUND:

Pursuant to s. 41(1) and (2) of the *Local Government Act*, Council must approve the appointment of both the Chief Election Officer and Deputy Chief Election Officer to administer and conduct the general local election.

RECOMMENDATION:

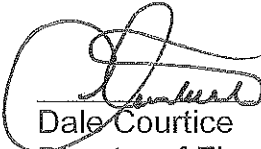
THAT pursuant to Section 41(1) and (2) of the *Local Government Act*, Janice Fulton be appointed Chief Election Officer for conducting the 2012 local by-election with power to appoint other election officials as required for the administration and conduct of the 2012 local by-election.

Respectfully submitted for your consideration;



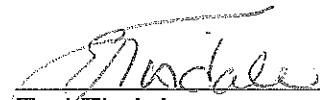
Peggy Farberry
Manager of Revenue Services

DIRECTOR OF FINANCE COMMENTS:



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 5, 2012
FROM: Director of Finance **FILE:** 0530
SUBJECT: Utility Service Fees

ISSUE:

To discontinue using water and sewer frontage charges as a mechanism to generate revenue in the utility funds and replace with a Utility Service Fee

BACKGROUND:

Water and Sewer Frontage Bylaws have been in force in the Village since the mid-eighties. It was designed to cover the difference between the annual charges (expenditures) and the revenue from the user rates. Over the years there have been amendments to the initial rates. The initial rate structure was such that minimum and maximum frontages were imposed thereby capping what certain properties would pay. This system lends itself to inequities on how a property should be paying. (eg. the Resort Hotel paying the same amount of sewer frontage as a single family dwelling).

A benefit of the design of the Utility Service Fee is that a larger percentage of the revenue generated would be from commercial properties as compared to the old frontage charge system. Currently, business pays 7.03 % of the sewer frontage charges (residential 92.97%) and 7.55 % of the water frontage charges (residential 92.45%). There would be a minimum charge on business class properties. This utility service fee would only apply to those properties that front the respective utility systems. Revenue generated from this fee would be used for debt repayment and replacement/new utility infrastructure and reserve contributions.

Using frontage as a basis for calculating the new Utility Service Fee the allocation of revenue generated for the Sewer Service Utility would be residential 13.70% and business 86.30% and for the Water Service Utility Fee residential would generate 14.24% and business \$85.76%.

The new Service Utility Fee rates would be as follows:

	<u>Business</u>	<u>Residential</u>
	<u>Per Metre Charge</u>	<u>Flat Rate</u>
Sewer Service Utility Fee	\$11.09	\$175.00
Minimum charge (Business - \$175.00)		
Water Service Utility Fee	\$12.69	\$210.00
Minimum charge (Business - \$210.00)		

These new fees will appear on the new quarterly billing invoice.

RECOMMENDATION:

THAT Council approves removing the frontage tax charge and replaces it with the following Utility Service Fees

Respectfully submitted for your consideration;



 Dale Courtice, CGA
 Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



 Ted Tisdale
 Chief Administrative Officer

FRONTAGE TAX/UTILITY SERVICE FEE COMPARISON

2011/2012

***Residential Property – Maximum Frontage -
912 Hot Springs Rd.***

YEAR		Sewer Frontage	Water Frontage	TOTAL
2011		\$283.00	\$334.20	\$ 617.20
		Sewer Utility Fee	Water Utility Fee	
2012		\$175.00	\$210.00	\$ 385.00
			Difference	- \$232.00

***Residential Property – Minimum Frontage -
#106 - 328 Esplanade Ave***

YEAR		Sewer Frontage	Water Frontage	TOTAL
2011		\$169.80	\$200.52	\$ 370.32
		Sewer Utility Fee	Water Utility Fee	
2012		\$175.00	\$210.00	\$ 385.00
			Difference	\$ 14.68

***Residential Property – Average Frontage -
479 Naismith Ave***

YEAR		Sewer Frontage	Water Frontage	TOTAL
2011		\$212.25	\$254.77	\$ 467.02
		Sewer Utility Fee	Water Utility Fee	
2012		\$175.00	\$210.00	\$ 385.00
			Difference	-\$ 82.02

Commercial Property (A) – 190 Lillooet Ave

YEAR		Sewer Frontage	Water Frontage	TOTAL
2011		\$283.00	\$334.20	\$ 617.20
		Sewer Utility Fee	Water Utility Fee	
2012		\$446.14	\$510.52	\$ 956.66
			Difference	\$ 339.46

Commercial Property (B) – 740 Hot Springs Rd

YEAR		Sewer Frontage	Water Frontage	TOTAL
2011		\$283.00	\$334.20	\$ 617.20
		Sewer Utility Fee	Water Utility Fee	
2012		\$779.63	\$892.11	\$ 1,671.74
			Difference	\$1,054.54

Commercial Property (C) – 234 Esplanade Ave

YEAR		Sewer Frontage	Water Frontage	TOTAL
2011		\$203.76	\$245.53	\$ 449.29
		Sewer Utility Fee	Water Utility Fee	
2012		\$244.42	\$279.69	\$ 524.11
			Difference	\$ 74.82



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 5, 2012
FROM: Director of Finance **FILE:** 0530
SUBJECT: Utility User Fees

ISSUE: To increase Sewer user fees

BACKGROUND:

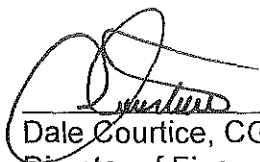
Sewer user fees have not been adjusted since 2008 when a \$13.00 increase was applied to residential properties (from \$137.00 to \$150.00). Commercial rates also went up 10% that year. The upgrading of our wastewater treatment plant will mean a significant increase in operating costs. The total budgeted costs for the operation of the sewage collection and disposal system in 2011 was \$268,290 with actual numbers coming in at approximately \$251,000. It has been suggested by Civic Consultants that the WWTP operating costs could be increased upwards of \$325,000. For 2012 budgeting purposes a figure of \$475,000 will be used for the whole collection and disposal system meaning an overall an increase of \$224,000 for 2012. At this point in time there are too many uncertainties as to what the actual impact of the new plant is until a full years' cycle has taken place.

In order to offset these increasing costs an increase in the sewer user fees will be required. At the current residential and commercial rates (including the metered rate for the Resort Hotel's discharge) \$325,000 would be generated in 2012, meaning a shortfall of \$150,000. In order to generate this additional revenue a fifty (50) percent increase will be required.

RECOMMENDATION:


THAT Council approves a fifty (50) percent increase in the annual sewer user fee.

Respectfully submitted for your
consideration;



Dale Courtice, CGA
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ted Tisdale
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 999

A bylaw to amend the Water Regulation Bylaw No. 967

WHEREAS the Village of Harrison Hot Spring has deemed it advisable to amend Water Regulation Bylaw No. 967;

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 Water Regulation and Fee Amendment Bylaw No. 999, 2012".

2. TEXT AMENDMENT

a. THAT Water Regulation Bylaw No. 967 be amended to read; "Village of Harrison Hot Springs Water Regulation and Fee Amendment Bylaw No. 980, 2012"; and

b. THAT on page 4 under Section 4 Service Connection and Disconnection 4.2 amend by adding "If the owner does not connect, a user fee will be applied against that property, on the same basis of similar class properties connected to the Village's watery system."; and

c. THAT Schedule "A" to Water Regulation Bylaw No. 967, 2011 is hereby repealed in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF MARCH, 2011

READ A SECOND TIME THIS DAY OF MARCH, 2011

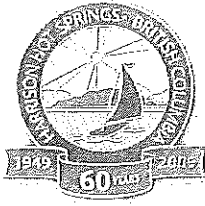
READ A THIRD TIME THIS DAY OF MARCH, 2011

ADOPTED THIS DAY OF MARCH, 2011

Mayor

Corporate Officer





VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 967

A bylaw to regulate connections to the Village water system, to impose water connection charges and to establish user fees

WHEREAS, the Village of Harrison Hot Springs owns and operates a municipal water system and has deemed it advisable to establish a bylaw to make provisions for the regulation of connection to the municipal water system and to impose connection charges and user fees;

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 "Water Regulation Bylaw No. 967, 2011".

2. **DEFINITIONS**

2.1 In this Bylaw:

"Applicant" means a person or their duly authorized agent who applies for a service connection.

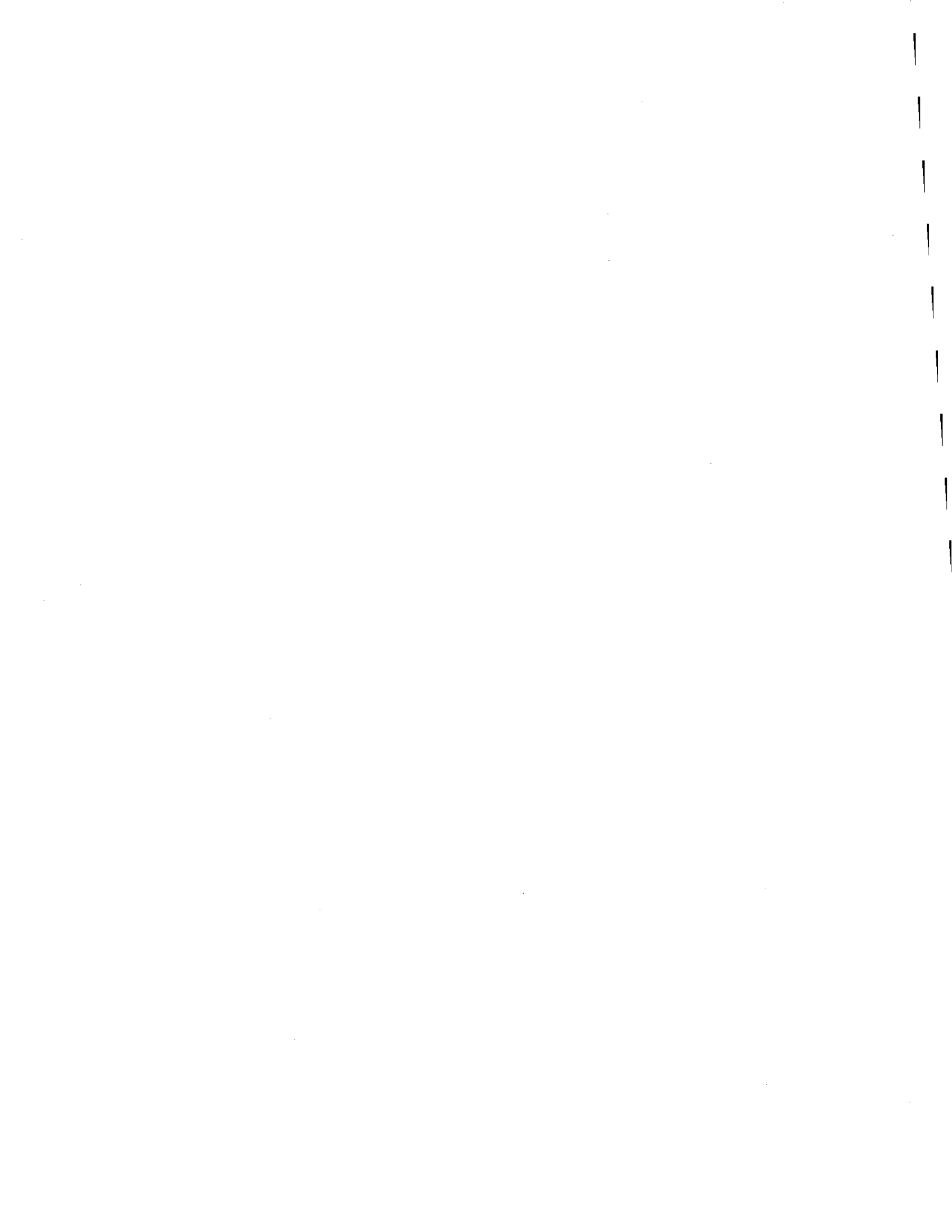
"Backflow" means the flow of water or other liquids, gases or solids from any source in the opposite direction to normal or intended flow.

"Collector" means the Collector of Taxes of the Village of Harrison Hot Springs and unless otherwise specified this shall be the Director of Finance.

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

"Curb Stop" means the control valve located on a service connection at the property line of premises served by a service connection.

"Engineer" means a professional engineer registered in BC appointed by Council to act as the Village's Engineer or his designate or a number of staff appointed by Council.



as the leak, breakage or manifest irregularity has been repaired, to the satisfaction of the Operations Manager. The expense of the repair shall be borne by the owner and no person shall have any claim against the Village by reason of the shutting off of the municipal water service.

- 3.4 Every property owner shall keep their water pipes and fittings in good order and repair. Where a premise is vacated the stopcock on the inside of the building shall be turned off by the owner or his agent.
- 3.5 Where steam or hot water boilers or other appurtenances are fed pressure directly from the Village water mains, the Village shall not be responsible or liable for any injury or damage which may occur from any excess or lack of pressure.
- 3.6 Nothing contained in the bylaw shall be constructed to impose any liability upon the Village to provide a continuous supply of water to any person or parcel. The Village reserves the right to shut off water to any parcel without giving notice, for reasons contained in this bylaw. The Village also reserves the right to prohibit or regulate the use of lawn sprinklers at any time
- 3.7 The Village shall not be liable for any loss or damage whatsoever arising from the failure of water supplies in consequence of any accident to the water system, or the temporary stoppage of water on account of alterations or repairs, whether such failure arises from the negligence of any person in the employ of the Village or Act of God.
- 3.8 Where water supply to a parcel may be accessible by two or more water mains the Engineer shall determine the main from which service shall be given.
- 3.9 Where an owner requires an installation of a service line across or through another parcel the owner must in addition to the requirements set out by the Village, obtain at the owner's cost an easement or other required authorization, permission or approval for the installation and must deliver to the Village at the time of application written documentation of their registration at Land Titles.
- 3.10 No connection shall serve more than one parcel and for the purpose of this bylaw a condominium or townhouse complex, recreation, or RV Park or strata development consisting of more than two parcels shall be considered one parcel.
- 3.11 No person shall obstruct or prevent Village staff from carrying on all or any provisions of this bylaw with respect to private property, nor shall any person refuse to grant the Village Staff permission to enter onto private property to inspect pursuant to this bylaw.

by the Village. The Village shall determine the position of every service connection and in doing so, may defer so far as may be practicable to the requirements of the applicant.

- 4.4 The charges applicable for a service connection are as set out in Schedule "A", attached hereto and forming part of this Bylaw and shall be paid to the Village prior to a connection being made.
- 4.5 The charges for a disconnection or water turn on/off are as set out in Schedule "A" attached hereto and forming part of this bylaw and shall be paid to the Village prior to the work being undertaken.
- 4.6 For the purpose of this bylaw, the Engineer shall have charge and control of all properties and works in connection with the water system and of all engineering and mechanical work in relation thereto.
- 4.7 A connection shall not be made if, in the opinion of the Engineer, the water system is incapable of handling the supply demands of the parcel or where the works on the parcel do not conform with the requirements of this bylaw.
- 4.8 No person except a duly authorized agent or employee of the Village shall tap or make connection with any water main of the Water System, and no person shall tamper with, destroy, or obstruct the access to any part of the Water System, turn off valve, service pipe or curb stop.
- 4.9 All property owners or occupiers shall keep their service pipes and other plumbing fixtures on their parcel in good repair and order, at their own expense.

5. PROVISIONS OF CONNECTION

Every water service connection which is to be connected to the Village's water system must be approved by the Operations Manager and must be installed by the owner at the owner's cost subject to the following provisions:

- 5.1 The pipe must be of sufficient size to provide adequate service as determined by the operations manager, but in no case, subject less than 19 mm in diameter.
- 5.2 The installation of the service must include a curbstop and drain approved by the Operations Manager.
- 5.3 At the request of the Operations Manager the owner must provide a pressure reducing valve for each connection to the parcel.
- 5.4 No water service connection, service line or fitting shall be covered until the installation has been inspected and accepted by the Village. If a service

- (b) The minimum size of a water line on a parcel shall be 19 mm,
- (c) Every building, structure, or facility to which the municipal water service is to be connected shall have an internal shut off valve with good accessibility, and.
- (d) The minimum depth for burial of a water service line shall be 1.2m.

8. WATER METERS

- 8.1 The Village may, on any parcel, install a water meter to measure the consumption of water upon that parcel. The location of that water meter will be determined by the Operations Manager and all water meters shall remain the property of the Village.
- 8.2 Where in the opinion of the Operations Manager, replacement or repair of any meter is required due to the negligence, carelessness or willful damage of the owner/occupier of the parcel the cost of repair or replacement shall be charged to the owner or occupier.
- 8.3 Where the Village determines that a water meter has for any reason failed to correctly indicate the quantity of water passing through it, the Village will charge for the water according to the average consumption for the six months proceeding the current billing period and may repair or replace the meter at its discretion.
- 8.4 An owner may request, in writing to test the water meter and must pay a deposit as set out in Schedule "A" of this bylaw. The Operations Manager shall have the water meter removed and tested and provide another temporary water meter in its place.
- 8.5 Where the water meter is tested pursuant to Section 8.4 and where the test indicates:
 - (a) the error in measurement passing through the meter is in excess of 5% in favour of the Village, the deposit shall be refunded to the owner, a correct registering meter shall be installed and the owner's account shall be adjusted accordingly or;
 - (b) an accurate measurement or error in favour of the owner, the total amount of the deposit shall be retained by the Village to cover the cost of testing.
- 8.6 The location of water meters shall be included on all new construction plans and a water meter shall be installed for all service connections. The size of the water meter shall be determined by the Operations Manager.

- 9.4 The owner of any parcel of which an approved backflow prevention device exists or is installed pursuant to the requirements of the bylaw must:
- (a) Maintain the approved backflow prevention device in proper working order at all times.
 - (b) Have the backflow prevention device tested upon installation and submit a report to the Engineer for approval thereafter annually or more often if required by the Engineer.
- 9.5 If any test of a backflow prevention device shows that such back flow prevention device is not in good working order the Engineer shall give notice to the owner to make necessary repairs or to replace the device within ninety-six hours and the water service shall not be activated for use until the private plumbing system has been approved by the Engineer.
- 9.6 No temporary water piping shall be installed or operated on Village highways to carry potable water or waste water without approval of the Operations Manager.

10. LIMITS OF WATER SERVICE

- 10.1 As part of the Village water conservation program water use will be restricted during the period of June to September of each year or other months as approved by Council resolution.

11. RESTRICTIONS IN USE

- 11.1 In times of water shortage, the Council may by resolution impose such restrictions upon the use of water as may be necessary to insure adequate service throughout the Village.
- 11.2 Any person found in contravention of any restriction imposed by Sections 10.1 or 11.1 shall be deemed to be in violation of the provisions of this bylaw and shall be subject to the penalties herein contained.
- 11.3 Where the Engineer deems that it is in the public interest that he direct that:
- a) the supply of water be reduced or discontinued until in the opinion of the Engineer it is advisable to restore water service.
 - b) the supply of water to any parcel may be refused if in the opinion of the Engineer, the facility is not properly constructed or protected.

- (e) connect to the Village's water system in a manner or in any way access or take water from a water main or any fixture or property of the Village water works.
- (f) open any hydrants, stem pipe or valve or use any water from it.

14. REQUEST TO DISCONTINUE SERVICE

Where an owner requests that a supply of water be discontinued to the parcel to owner must:

- (a) Give a minimum of ten days working notice in writing to the Operations Manager.
- (b) Be liable for payment of all water consumed until such notice has been received and such notice has been received and the service has been discontinued.
- (c) Pay the disconnection fees as outlined in Schedule "A".

15. PENALTY

15.1 Every person who:

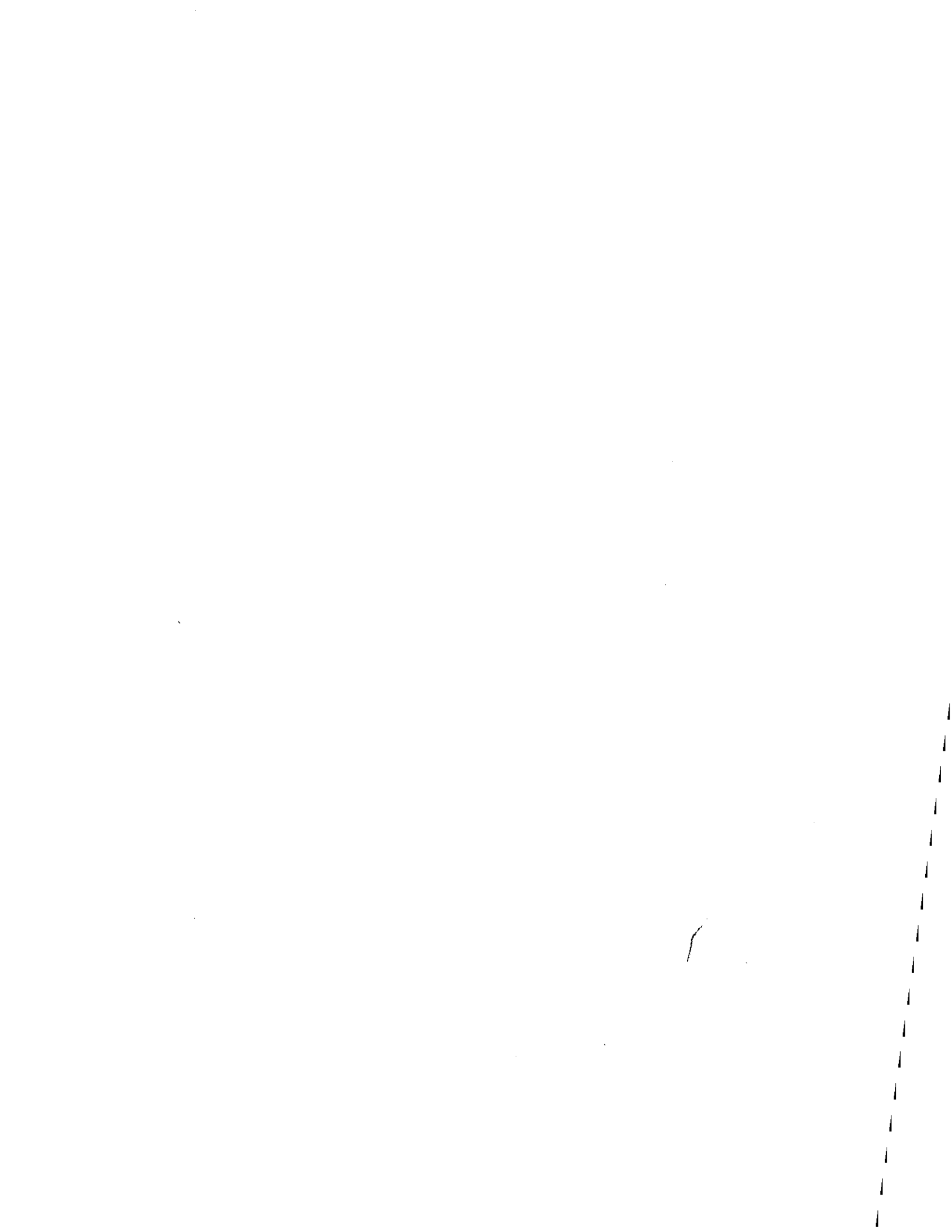
- (a) violates any of the provisions of this bylaw;
- (b) causes or permits any act or thing to be done in contravention or violation of any of the provisions of this Bylaw;
- (c) neglects or omits to do anything required under this bylaw;
- (d) carries out, causes or permits to be carried out any work in a manner prohibited by or contrary to any of the provisions of this bylaw;
- (e) fails to comply with an order, direction or notice given under this bylaw; or
- (f) prevents or obstructs or attempts to prevent or obstruct the authorized entry of the Village employee to a parcel.

shall be subject to a fine under the Bylaw Notice Enforcement Bylaw.

15.2 Each day's continuation of an offence constitutes a new and distinct offence.

16. ADMINISTRATION AND ENFORCEMENT

16.1 This bylaw shall be administrated by the Operations Manager or by any other person authorized by Council.



SCHEDULE "A"**WATER CONNECTION FEE**

- | | | |
|----|---------------------------|---|
| 1. | Single Family | \$1500.00 plus tax |
| 2. | Duplex (each unit) | \$1500.00 plus tax |
| 3. | Multi-Family & Commercial | Actual cost plus tax
(\$1500.00 deposit) |

METRE TEST

- | | | |
|----|-------------|--------------------|
| 1. | Residential | \$ 150.00 plus tax |
| 2. | Commercial | \$ 250.00 plus tax |

DISCONNECTION FEE

- | | | |
|----|-----------------------|--------------------|
| 1. | Disconnection Fee | \$ 150.00 plus tax |
| 2. | Inspection | \$ 50.00 plus tax |
| 3. | Water Turn on/off Fee | \$ 50.00 plus tax |

WATER USER RATES

- | | | |
|----|--|-----------|
| 1. | Residential Flat Rate | \$ 311.00 |
| 2. | Residential swimming pool | \$ 311.00 |
| 3. | Commercial Metered user rate (per cubic meter) | \$ 0.51 |

The following table illustrates the proposed changes in the sewer user rates;

<u>Description</u>	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Additional Revenue</u>
Residential	\$150.00	\$225.00	\$70,000
Commercial:			
Hotel/Motel (per room)	86.00	129.00	
Campground			
Per campsite	59.70	89.50	
Sani-dumps	59.70	89.50	
Washroom fixtures	59.70	89.50	
Church	140.00	210.00	
Barbershop, Beauty Salon	354.30	531.00	
Laundry	5369.00	8,053.00	
Coin Laundry (per machine)	37.60	56.40	
Commercial Pool	2193.80	3,291.00	
Spa	880.50	1,320.75	
Licensed Establishment (per seat)	14.40	21.60	
Restaurant, Café (per seat)	14.40	21.60	
School (per classroom)	172.00	258.00	
Retail Establishment	140.00	210.00	
Service Station	280.80	421.00	
Office	140.00	210.00	
Repair Shop	140.00	210.00	
Storage/Maintenance Shop	100.00	150.00	71,600
Pools/Spas that discharge water	.41 m ³	.62 m ³	<u>21,200</u>
		Total	<u>\$162,800</u>

The sewer user fee will no longer appear on the annual property tax notice, but rather on a new quarterly billing system. The quarterly amount based on the proposed new residential rate would be \$56.25.

For 2012 water user fees are not being suggested for any increase. However, with the new water treatment plant on the horizon it is anticipated that there will be the need for increasing water user fees beginning in 2013 to offset the new costs associated with the new water treatment plant.



VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 1000

A bylaw to amend the Sewer Regulation Bylaw No. 980

WHEREAS the Village of Harrison Hot Spring has deemed it advisable to amend Sewer Regulation Bylaw No. 980;

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 Sewer Regulation and Fee amendment Bylaw No. 1000, 2012".

2. **TEXT AMENDMENT**

- a. THAT Sewer Regulation Bylaw No. 980 be amended to read: "Village of Harrison Hot Springs Sewer Regulation and Fee Bylaw No. 980, 2012"; and
- b. THAT Schedule "A" to Sewer Regulation Bylaw No. 980, 2011 is hereby repealed in its entirety and replaced with Schedule "A" attached hereto and forming part of this bylaw.

3. **READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF MARCH, 2012

READ A SECOND TIME THIS DAY OF MARCH, 2012

READ A THIRD TIME THIS DAY OF MARCH, 2012

ADOPTED THIS DAY OF MARCH, 2012

Mayor

Corporate Officer

3. Service Connection Fee:

A. Single Family Residential	\$1500.00 plus tax
B. Multi-Family Residential	\$1500.00 plus tax
C. Commercial	Actual cost plus tax (\$1500.00 deposit)

4. Service Disconnection Fee:

\$150.00

“Engineer” means a Professional Engineer registered in the Province of British Columbia, appointed by *Council* to act as the *Village’s Engineer* or his designate and is appointed by the Chief Administrative Officer or such other person as the Village may from time to time appoint.

“Hazardous Substance” means:

- (a) any substance or mixture of substances other than a pesticide that exhibits characteristics of inflammability, corrosivity, reactivity or toxicity;
- (b) any substance that is designed as a hazardous substance within the meaning of the Federal and Provincial regulations.

“Indirect Discharge” means the act of introducing or depositing wastes from any non domestic source into a public sewer, private sewer, or side sewer tributary to the *Sewer System*.

“Inspector” shall mean the *Inspector* of the Village or such other person as the Chief Administrative Officer may from time to time appoint.

“Inspection Chamber” means a clean-out installed at the property line of a building which connects the *Building Sewer* to the *Sewer Connection*. The *Inspection Chamber* shall be installed in accordance to MMCD Drawing No. S9.

“Operations Manager” shall mean the *Operations Manager* of the Village or such other person as the CAO may from time to time appoint.

“Owner” shall mean the person or persons including a corporation or company, registered in the records of the Land Title Office as *Owner* in fee simple of real property, and includes authorized agents.

“pH” means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liters of solution. Neutral water, for example, has a pH of 7 and hydrogen concentration of 10^7 .

“Private Sewer Connection” means that part of any pipe or system of pipes lying within the limits of the private lands and leading to the Village sewer connection whose responsibility for maintenance is the property *Owners*.

“Sewage” means water carried wastes from residences, buildings and business premises.

“Sewer” means a pipe including manholes and other appurtenances other than a *Sewer Connection* in the *Sewer System*.

- (d) To ensure protection of public and worker safety and health.

5. SANITARY SEWER REQUIREMENTS

No person shall release or permit the release of any waste water into the *Sewer System* except:

- (a) Domestic waste water;
- (b) Non domestic waste water that complies with the requirements of this Bylaw;
- (c) Trucked waste water including sewage that complies with the requirements of this Bylaw where a Waste Discharge Permit has been issued by the Engineer for clear water waste, subsurface water or other matter where the Waste Discharge Permit has been issued by the Engineer; or
- (d) Extra strength waste water where a Waste Discharge Permit has been issued by the Engineer.
- (e) No person shall release or permit the release of any prohibited substance listed in Schedule "B" of this Bylaw into the *Sewer System*.
- (f) No person shall release or permit to be released any restricted substance which exceeds the concentrations listed in Schedule "C" of this Bylaw into the *Sewer System*.

6. APPLICATION AND ADMINISTRATION

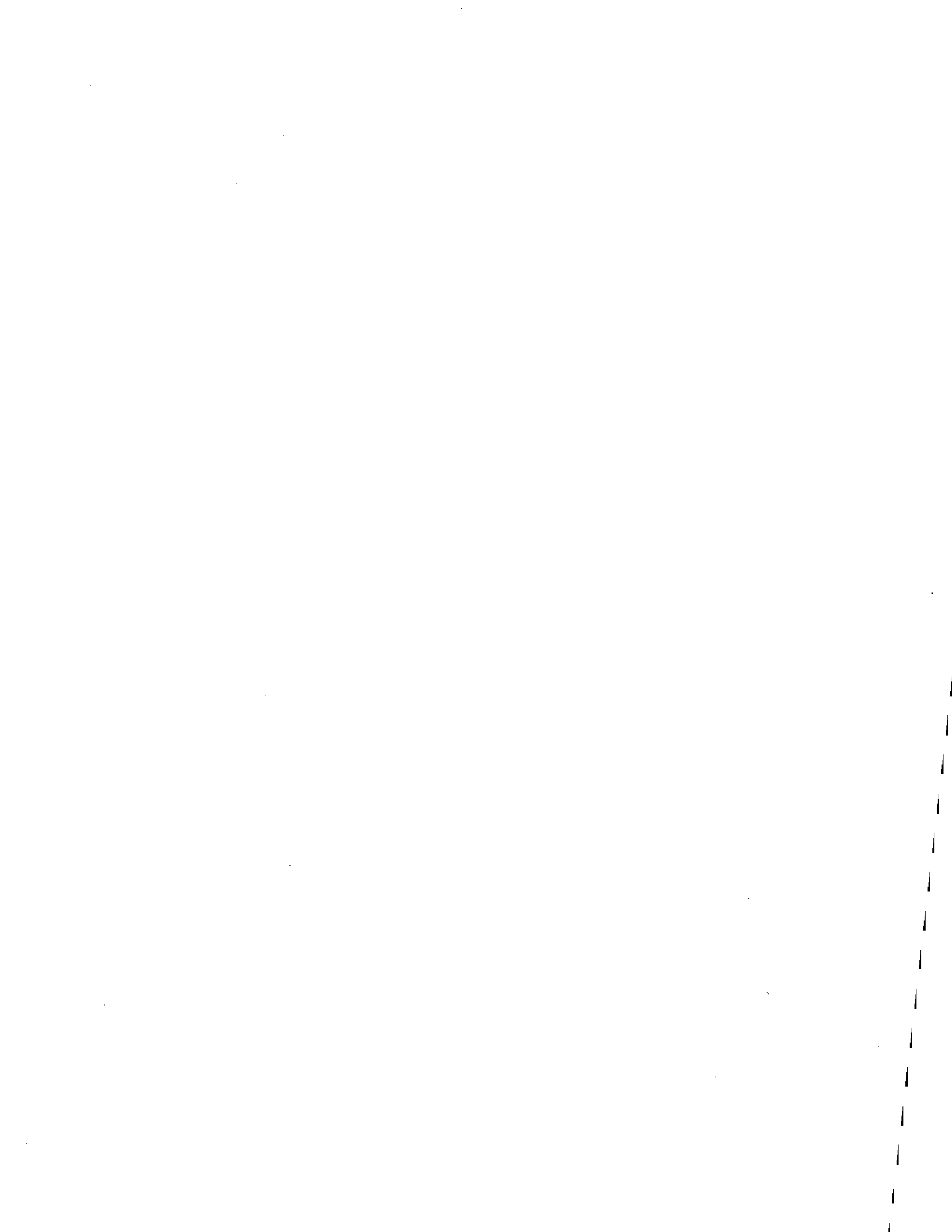
- (a) The *Engineer* shall administer, implement, and enforce the provisions of this Bylaw. Any powers granted to or duties imposed upon the *Engineer* may be delegated by the *Engineer* to other staff.
- (b) This Bylaw applies to the entire geographical area of the *Village*.
- (c) If a parcel of land, upon which is situated a building occupied by one or more persons, abuts a street or land or right-of-way upon or under which there is laid a *Community Sewer*, the Owner or occupier of such building shall connect or cause to be connected, the building with the *Community Sewer* in the manner provided by this Bylaw.
- (d) No permit for the connection of a parcel of land to the *Community Sewer* shall be issued where in the opinion of the *Engineer* the *Community Sewer* is incapable of adequately serving the parcel of land, and in such case the provision of Section 6 of the Bylaw shall be deemed to have been waived in respect to that parcel of land.

correct the faulty workmanship, and notify the *Inspector* when the installation is again ready for inspection.

- (i) Where the *Community Sewer* adjoins a real property on which a building or other structure is constructed for human occupancy or use or is intended for human occupancy or use the Owner shall connect the Building Sewer to the *Village's Community Sewer* in accordance with the provisions of this Bylaw.
- (j) Where the property has no access to the *Community Sewer* other than a connection to the *Village's* force main and has met the conditions for such connection, as approved by the *Engineer*, the Owner shall connect to the building sewer of the building or structure to the force main in accordance with the provisions of this Bylaw.
- (k) Where the Building Sewer of the building or structure has been connected to the *Community Sewer* all *Sewage* from the building or structure shall be discharged through the Building Sewer and no person shall cause or permit any *Sewage* to be drained, discharged or disposed of in any other manner.
- (l) Where an Owner is required by this Bylaw to connect a building or structure to the *Community Sewer* and fails or neglects to connect the building or structure in time or manner specified in this Bylaw or by notice by the *Engineer*, the *Village* may perform the work at the expense of the Owner.
- (m) No person shall discharge, deposit or throw any of the following items to any part of the *Community Sewer*
 - (i) any *Sewage* or waste of any kind except as provided in this Bylaw;
 - (ii) any substance which in the opinion of the *Engineer* may interfere with the *Community Sewer* or Waste Water Treatment Plant;
 - (iii) any prohibited waste or restricted waste as set out in Schedule "B" and "C" of this Bylaw or any contaminated wastewater as determined by the *Village Engineer*.
 - (iv) the *Community Sewer* will not be permitted beyond the boundaries of the *Village* unless specifically authorized by resolution of Council.

8. PERMIT REQUIREMENTS

- (a) Every holder of a Building Permit shall:
 - (i) be responsible for the cost of construction and maintenance of the Building Sewer to ensure that correct elevation of Building Sewer for connection to the *Community Sewer* and where the elevation does not



provided for in this Bylaw, or in any way to break, interfere, or tamper with the *Community Sewer*.

- (d) Where possible the *Sewer Connection* will be located at the location requested by the applicant. In the event the applicants preferred location is not practicable due to the existence of installed surface improvements or is in conflict with installed underground utilities, the *Engineer* shall designate the location of each *Sewer Connection* to each parcel of land or premises.

11. DISCONNECTION

- (a) No person shall disconnect or, in any manner, discontinue the service of any building or structure connected to the *Sewage System* without the written approval of the *Engineer*;
- (b) no building or structure which is connected *Sewer System* is to be demolished until the building or structure is disconnected;
- (c) the Owner may first make application to the *Village* for a Demolition Permit, if required, and pay the disconnection fees set out in Schedule "A";
- (d) No Owner shall discharge or permit to be discharged into the *Sewer System*:
- (i) hazardous wastes which can create immediate danger to any person;
 - (ii) endangers or interferes with the operation of the *Community Sewer*; or
 - (iii) causes or is capable of causing adverse affect.

For this type of discharge into the *Sewer System*, the *Engineer* may, in addition to remedies available, disconnect, plug or seal off the sewer line discharging the unacceptable waste water into the *Sewer System* or take any other action as is necessary to prevent such waste from entering the *Sewer System*.

The reconnection will only be approved by the *Engineer* when satisfied and assured that no further discharge of hazardous waste will be made to the *Sewer System*.

The costs incurred in taking such action, shall be the responsibility of the Owner, and the Owner will immediately reimburse the *Village* for all costs which have been incurred.

12. EXTENSION LIMITS

Where a *Sewer* is extended by other than Council resolution, the minimum inside diameter shall be two-hundred millimeters (200mm) and shall extend from the most

Bell and spigot pipe shall be laid with the spigot end facing the direction of the flow.

Where the *Building Sewer* is laid over filled ground or in ground which may be subject to settling, the *Inspector* may require that cast-iron soil pipe, or other materials other than those stated in Section 13 of the Bylaw, be used.

At the point where the *Building Sewer* is joined to the *Sewer Connection* the Owner shall install a Inspection Chamber, with a stopper inserted in the branch. The stopper shall be inserted in such a way as to positively prevent the entrance of groundwater into the sewer connection. The *Engineer* may require a check-valve Inspection Chamber.

The pipe shall not bear any plant, timber, or other unyielding object, nor shall any such object be placed against the pipe in backfilling.

Where the *Building Sewer* is laid near any shrub or tree whose roots may penetrate the pipe joints, the *Inspector* may require that special joint material be used.

14. BLOCKAGES

The *Building Sewer* shall be maintained by the property Owner at his sole expense. Where any sewer becomes stopped or otherwise fails to function, the Owner or occupier of the premises shall first determine that the blockage is not located in his *Building Sewer* and then notify the *Engineer* forthwith and the *Engineer* shall, as soon as practicable, arrange to have said *Sewer* or *Sewer Connection* unstopped or otherwise restored to serviceable condition.

Where any stoppage or failure is found to exist in the *Sewer Connection* or *Community Sewer* and where such stoppage or other failure is found to have been caused by the act or neglect of the Owner or occupier of the premises, all costs incurred by the Village in restoring service and unstopping the *Community Sewer* or *Sewer Connection* shall be paid by such Owner or occupier upon demand and if unpaid on the thirty-first day of December of the year in which such work is done, shall be deemed to be taxes in arrears on the property concerned and shall be dealt with in the same manner as ordinary municipal taxes upon land in accordance with the applicable provisions of the *Local Government Act*.

15. ABANDONMENT

When any *Building Sewer* is abandoned, the Owner or his agent shall notify the *Engineer* and the Owner shall effectively block up the *Building Sewer* at a suitable location at or near the connection point of the *Building Sewer* connection with an approved water tight seal.

- (c) The operator and *Owner* of a food service establishment must ensure that the grease interceptor required by subsection (a) is:
- i) accessible for maintenance and cleaning;
 - ii) the right size for the flow capacity of the connected pipe; and
 - iii) installed at the required slope to provide a minimum retention time as required by *Canadian Standards Association Standard B 481* or successor standard.
- (d) The operator and *Owner* of a food service establishment must ensure that chemical or biological additives are not added to wastewater discharged to a grease interceptor or placed into a grease interceptor, if this increases the quantity of grease discharged to a *Sewer*.

19. PROHIBITIONS

- (a) Nothing in this Bylaw shall be construed to permit the connection of surface water to the *Community Sewer*. The connection, either directly or indirectly, of roof leaders, foundation drains, field drains, sumps or any other collectors of surface or groundwater is not permitted. The *Owner* of any property who connects, permits, or causes to be connected, any such storm surface or groundwater from his premises or property to the *Community Sewer* shall be guilty of an infraction of this Bylaw.
- (b) If any existing connections of surface water to the *Community Sewer* are identified, the *Owner* of that connection shall disconnect all roof leaders from the *Sewer Connection*. If alternative connections for surface water are available for foundation drains, the foundation drains shall be disconnected from the *Community Sewer* and connected to the alternative drainage system.
- (c) In the case of any commercial or industrial premises where there exists a possibility that wastes, as described in Schedule "B" and "C" of this Bylaw may be discharged into the *Community Sewer*, a permit to connect to the sewer shall not be issued until the *Engineer* has examined fully and approved the layout and design of the protective devices to prevent or neutralize the discharge of the said noxious wastes into the *Community Sewer*.
- (d) No person shall make any connection whatsoever to the sewer or in any way tamper with the *Sewer System* without first obtaining written permission from the *Engineer*. No person shall discharge, deposit or throw or cause, allow or permit to be discharged, deposited, or thrown into any sewer, plumbing fixtures connected thereto, drain, manhole, inspection chamber or any other part of the *Sewer System*, any substance of any kind whatsoever tending to

who neglects or refrains from doing anything required to be done by any of the provisions of the Bylaw shall be subject to a fine under the Bylaw Notice Enforcement Bylaw (BNEB).

21. RIGHT OF ENTRY

The Owner of every parcel of land and the occupier of every premises shall at all reasonable times allow, and permit the *Engineer* to enter into or upon lands and premises for the purpose of inspecting the premises and sewer pipes, drains, fixtures and any other apparatus used in connection with such *Sewer Connection* or plumbing system and to observe, measure, sample and test the quantity and nature of *Sewage* being discharged into the *Sewer System* in order to ascertain whether or not the provisions of this Bylaw are being obeyed.

22. SCHEDULES

- (a) Schedule A – Sanitary Sewer Commencement and Termination Fees
 - (b) Schedule A – Prohibited Waste, Restricted Waste and Specified Waste
 - (c) Schedule B – Restricted Wastes – Sanitary Sewer Discharges
- attached hereto and forming part of this bylaw.

23. REPEAL

- (a) The Corporation of the Village of Harrison Hot Springs Bylaw No. 612, Bylaw No. 971 and any reference to a sewer connection fee in Bylaw No. 940 are hereby repealed in their entirety.

24. READINGS AND ADOPTION

READ A FIRST TIME THIS 20th DAY OF JUNE, 2011

READ A SECOND TIME THIS 20th DAY OF JUNE, 2011

READ A THIRD TIME THIS 20th DAY OF JUNE, 2011

ADOPTED THIS 11 DAY OF JULY, 2011

Mayor

Corporate Officer

Church	\$ 140.00
Barbershop, Beauty Salon	\$ 354.30
Laundry	\$5,369.00
Coin Laundry (per machine)	\$ 37.60
Commercial Pool	\$2,193.80
Spa	\$ 880.50
Licensed Establishment (per seat)	\$ 14.40
Restaurant, Cafe (per seat)	\$ 14.40
School (per classroom)	\$ 172.00
Retail Establishment	\$ 140.00
Service Station	\$ 280.80
Office	\$ 140.00
Repair Shop	\$ 140.00
Storage/Maintenance Shop	\$ 100.00
Swimming Pools and/or Spa Pools that discharge water on a constant basis and are metered	\$.41/m ³

- (a) hazardous substances;
- (b) combustible liquid;
- (c) biomedical waste, including any of the following categories: human anatomical waste, animal waste, untreated microbiological waste, waste sharps and untreated human blood and body fluids known to contain viruses and agents listed in "Risk Group" as defined in "Laboratory Biosafety Guidelines" published by Health Canada, dated, 2004.
- (d) specified risk material for bovine spongiform encephalopathy as defined in the federal Fertilizers Regulations (C.R.C., c. 666), as amended from time to time, including material from the skull, brain, trigeminal ganglia, eyes, tonsils, spinal cord and dorsal root ganglia of cattle aged 30 months or older, or material from the distal ileum of cattle of all ages.
- (e) dyes or coloring materials which may or could pass through the Sanitary Sewer System and discolor the Wastewater Treatment Plant effluent;
- (f) fuel;
- (g) ignitable waste.
- (h) pathological waste.
- (i) PCBs.
- (j) pesticides which are not otherwise regulated in this Bylaw.
- (k) reactive waste.
- (l) toxic substances which are not otherwise regulated in this Bylaw
- (m) waste radioactive substances in excess of concentrations greater than those specified for release to the environment under the *Nuclear Safety and Control Act* and Regulations as amended from time to time.
- (n) solid or viscous substances in quantities or of such size to be capable of causing obstruction to the flow in a sewer, including but not limited to ashes, cinders, sand, mud, soil, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, animal parts or tissues, and paunch manure.

Table C - INORGANIC CONTAMINANTS

Substance	Concentration Limit – [mg/L, except as noted]
Arsenic, total	1.0
Cadmium, total	0.2
Chromium, total	4.0
Cobalt, total	5.0
Copper, total	2.0
Cyanide, total	1.0
Lead, total	1.0
Mercury	0.05
Molybdenum, total	1.0
Nickel, total	2.0
Nitrogen, Total Kjeldahl	100
Phosphorus, total	10
Selenium, total	0.8
Silver, total	1.0
Sulphide (as H ₂ S)	1.0
Zinc, total	3.0

HARRISON HOT SPRINGS

Naturally Refreshed

**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1001**

**A bylaw to repeal The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347,
1980 and
The Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419, 1984**

WHEREAS the Mayor and Council adopted The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347 on June 30th 1980; and

WHEREAS the Mayor and Council adopted the Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419 on November 13, 1984.

AND WHEREAS The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347, 1980 and The Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419, 1984 must be repealed;

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

1. CITATION

This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Repeal Bylaw No. 1001, 2012".

2. REPEAL

The following bylaw is hereby repealed:

- (a) The Village of Harrison Hot Springs Sewer Frontage Tax Bylaw No. 347, 1980; and
- (b) The Village of Harrison Hot Springs Water Frontage Tax Bylaw No. 419, 1984.

3. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF MARCH, 2012

READ A SECOND TIME THIS DAY OF MARCH, 2012

READ A THIRD TIME THIS DAY OF MARCH, 2012

ADOPTED THIS DAY OF MARCH, 2012

Mayor

Corporate Officer

Untitled

That Council consider an amendment to the Procedural
Bylaw

997, 2011

Section 12 MINUTES OF MEETINGS

(d) Audio recordings are not the official records of
meetings,
however, they may be purchased by the public for a
fee.

