

# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Tuesday, May 22, 2012  
**Time:** 7:30 p.m.  
**Location:** Council Chambers, 290 Esplanade Avenue  
 Harrison Hot Springs, British Columbia

<b>1. CALL TO ORDER</b>			
	(a)	Meeting called to order by Mayor Facio	
<b>2. INTRODUCTION OF LATE ITEMS</b>			
<b>3. APPROVAL OF AGENDA</b>			
<b>4. ADOPTION OF COUNCIL MINUTES</b>			
<input type="checkbox"/> Regular Council Meeting Minutes of April 16, 2012  <input type="checkbox"/> Special Council Meeting Minutes of April 23, 2012  <input type="checkbox"/> Special Council Meeting Minutes of May 07, 2012		<p><b>THAT</b> the Regular Council meeting minutes of April 16, 2012 be adopted</p> <p><b>THAT</b> the Special Council meeting minutes of April 23, 2012 be adopted.</p> <p><b>THAT</b> the Special Council meeting minutes of May 07, 2012 be adopted.</p>	Item 4.1 Page 1  Page 5  Page 9
<b>5. BUSINESS ARISING FROM THE MINUTES</b>			



<b>6. CONSENT AGENDA</b>		
<b>i. Bylaw</b>	Bylaw No. 1006 Advisory Planning Commission	<b>Item 6.i</b> Page 13
<b>ii. Agreements</b>		<b>Item 6.ii</b>
<b>iii. Committee/ Commission Minutes</b>	Beach and Foreshore Committee Meeting Minutes of February 28, 2012  Communities in Bloom Committee Meeting Minutes of March 22, 2012  Parks and Trail Committee Meeting Minutes of March 26, 2012  Recreation Committee Meeting Minutes of March 29, 2012	<b>Item 6.iii</b> Page 17  Page 19  Page 23  Page 27
<b>iv. Correspondence</b>	Harrison Tourism Society Board of Directors Status Report  Letter from Ministry of Health dated April 24, 2012	<b>Item 6 iv</b>  Page 31  Page 35
<b>v. Recommendation</b>		<b>Item 6v</b>
<b>7. DELEGATIONS AND PETITIONS</b>		
		<b>Item 7.1</b>
<b>8. CORRESPONDENCE</b>		
		<b>Item 8.1</b>
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>		
<b>10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>		
<input type="checkbox"/> Committee of the Whole Meeting Minutes of May 15, 2012	THAT the Committee of the Whole meeting minutes of May 15, 2012 be adopted.	<b>Item 10.1</b> Page 37
<b>11. REPORTS FROM MAYOR</b>		
<b>L. Facio – verbal</b>		



**12. REPORTS FROM STAFF**

<p><input type="checkbox"/> Development Variance Permit – 883 Hot Springs Road</p>	<p><b>Report of Community and Economic Development Officer – May 1, 2012</b> Re: Development Variance Permit – 883 Hot Springs Road</p> <p>Recommendation:</p> <p>THAT Council approve the issuance of a Development Variance Permit for Mr. Bangma, to vary Zoning Bylaw No. 672, 1996, Village Residential Two Zone (R2), Section 7.2.2, Minimum Parcel Width for Duplex by reducing the minimum parcel width from 24 metres to 21 metres.</p>	<p>Item 12.1 Page 41</p>
<p><input type="checkbox"/> Development Variance Permit – 225 Miami River Drive</p>	<p><b>Report of Community and Economic Development Officer – May 7, 2012</b> Re: Development Variance Permit – 225 Miami River Drive</p> <p>Recommendation:</p> <p>THAT Council approve the issuance of a Development Variance Permit for property owner(s) at 225 Miami River Drive, to vary Zoning Bylaw No. 672, 1996, Village Residential Zone (R1), Section 7.1.3, Principle Building Minimum Setback by reducing the minimum front parcel setback of 7.5m to 5.0m and the interior side parcel setback of 1.5m to 1.0m, subject to approval of relaxation setbacks of both Department of Fisheries and Oceans and Ministry of Environment.</p>	<p>Page 43</p>
<p><input type="checkbox"/> Approval of Street Closure – Maple Street – between Esplanade Avenue and Lillooet Avenue for the Festival of the Arts – July 11, 2012</p>	<p><b>Report of Chief Administrative Officer – May 10, 2012</b> Re: Approval of Street Closure – Maple Street – between Esplanade Avenue and Lillooet Avenue for the Festival of the Arts – July 11, 2012</p> <p>Recommendation:</p> <p>THAT Council approve the requests from the Festival of the Arts to use public properties in support of the Festival including the closure of Maple Street.</p>	<p>Page 45</p>
<p><input type="checkbox"/> 2011 Audited Financial Statements</p>	<p><b>Report of Director of Finance – May 14, 2012</b> Re: 2011 Audited Financial Statements</p> <p>Recommendation:</p> <p>THAT the 2011 Consolidated Financial Statements of the Village of Harrison Hot Springs and the accompanying Auditor’s Report be adopted.</p>	<p>Page 49</p>
<p><input type="checkbox"/> Harrison Festival of the Arts</p>	<p><b>Report of Community and Economic Development Officer – May 15, 2012</b> Re: Harrison Festival of the Arts</p> <p>Recommendation:</p> <p>THAT Council approve a \$12,500 contribution for Festival of the Arts in 2012 from the Resort Municipality Initiative Fund in order to support tourism in Harrison Hot Springs and increase the number of visits and overnight stays in the community.</p>	<p>Page 73</p>



**13. BYLAWS**

<p><input type="checkbox"/> <b>Bylaw No. 1002, Council Procedure Amendment Bylaw</b></p>	<p>THAT Bylaw No. 1002, Council Procedural Amendment Bylaw be given first, second and third reading.</p>	<p><b>Item 13.1</b> Page 75</p>
<p><input type="checkbox"/> <b>Bylaw No. 1007, Boat Launch and Parking Lot Regulation Amendment Bylaw</b></p>	<p>THAT Bylaw No. 1007, Boat Launch and Parking Lot Regulation Amendment Bylaw be given first, second and third reading.</p>	<p>Page 77</p>
<p><input type="checkbox"/> <b>Bylaw No. 1008, Municipal Dock Regulation Amendment Bylaw</b></p>	<p>THAT Bylaw No. 1008, Municipal Dock Regulation Amendment Bylaw be given first, second and third reading.</p>	<p>Page 79</p>
<p><input type="checkbox"/> <b>Bylaw No. 1009, Sign Amendment Bylaw</b></p>	<p>THAT Bylaw No. 1009, Sign Amendment Bylaw be given first, second and third reading.</p>	<p>Page 91</p>
<p><input type="checkbox"/> <b>Bylaw No. 1010, Business Licensing and Regulation Amendment Bylaw</b></p>	<p>THAT Bylaw No. 1010, Business Licensing and Regulation Amendment Bylaw be given first, second and third reading.</p>	<p>Page 93</p>

**14. QUESTIONS FROM THE PUBLIC**

**15. ADJOURNMENT**



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

**DATE:** April 16, 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 Sonja Reyerse  
Councillor Zoltan Kiss  
  
Chief Administrative Officer, Ted Tisdale  
DCAO/Corporate Officer, Debra Key  
Director of Finance, Dale Courtice  
Manager of Revenue Services, Peggy Parberry  
Operations Manager, Ian Gardner

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**

- a) Delegation from Sergeant Stuart Falebrinza – Community Policing

**3. APPROVAL OF AGENDA**

**Moved by Councillor Kiss**  
**Seconded by Councillor Jackson**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**

**4. ADOPTION AND RECEIPT OF MINUTES**

**Moved by Councillor Jackson**  
**Seconded by Councillor Kiss**

THAT the minutes of the Regular Council Meeting of April 02, 2012 be adopted.

**CARRIED  
UNANIMOUSLY**

5. **BUSINESS ARISING FROM THE MINUTES**

6. **CONSENT AGENDA**

- i. **Bylaws** Water Regulation and Fee Amendment Bylaw No. 999, 2012  
Sewer Regulation and Fee Amendment Bylaw No. 1000, 2012
- ii. **Agreements** Sewer Frontage Tax and Water Frontage Tax Repeal Bylaw No. 1001,  
2012
- iii. **Committee/  
Commission  
Minutes**
- iv. **Correspondence**

**Moved by Councillor Jackson**  
**Seconded by Councillor Reverse**

THAT the Bylaws on the Consent Agenda be adopted.

**CARRIED  
UNANIMOUSLY**

7. **DELEGATIONS**

**Fraser Valley Regional District – Experience the Fraser (ETF)**  
David Urban provided Council with a power point presentation on the update on the Experience the Fraser project.

**Fraser Valley Regional District – Air Quality**  
Stacey Barker provided Council with a power point presentation on Air Quality.

**Sergeant Stuart Falebrinza – Community Policing**  
Sergeant Falebrinza provided Council with the plan for the community policing during the summer months. He noted that they are looking into having a number of auxiliary members on staff this summer.

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 16, 2012*

8. **CORRESPONDENCE**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

11. **REPORTS FROM MAYOR**

Mayor Facio presented Ed Stenson with a plaque for recognition of his volunteer work on Memorial Hall from 1984 to 2011.

Tuesday April 17, 2012 there will be a Special Council meeting for public consultation on the Financial Plan.

Squamish Lillooet lower mainland TAC is being dissolved.

12. **REPORTS FROM STAFF**

Janitorial Services  
Agreement - 2012

**Moved by Councillor Kiss**  
**Seconded by Councillor Revere**

THAT a Janitorial Service Agreement between the Village of Harrison Hot Springs and Murray's Janitorial Services be entered into for the term April 1, 2012 to April 1, 2013 with the option to extend or renew for a term as mutually agreed to by the parties and by Council resolution.

**CARRIED  
UNANIMOUSLY**

2012 RMI Project  
Priorities Update

**Moved by Councillor Kiss**  
**Seconded by Councillor Jackson**

THAT Council receive the report provided by the Community and Economic Development Officer on the 2012 RMI project.

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**CARRIED  
UNANIMOUSLY**

Relay for Life Event  
Update

**Moved by Councillor Kiss**  
**Seconded by Councillor Jackson**

THAT Council approve the variances to the Park Regulation Bylaw for the Cancer Society Relay for Life special event.

**CARRIED  
UNANIMOUSLY**

13. **BYLAWS**

14. **QUESTIONS FROM THE PUBLIC**

Q. In your proposal for the splash park has there been a maintenance cost study completed?

A. That was going to be looked at at the RFP process.

Q. What support will the Council provide to Experience the Fraser?

A. Andre Isakov has been working with David Urban with the priorities throughout the Village

Q. Would Council consider changing the layout of the Consent Agenda?

A. Any questions you have regarding the Procedural Bylaw please feel free to come into the office and speak with the Corporate Officer.

15. **ADJOURNMENT**

**Moved by Councillor Jackson**  
**Seconded by Councillor Kiss**

THAT the meeting be adjourned at 8:22 p.m.

**CARRIED  
UNANIMOUSLY**

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Leo Facio  
Mayor

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Debra Key  
Corporate Officer

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

**DATE:** April 23, 2012  
**TIME:** 9:30 a.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road, Harrison Hot Springs

**IN ATTENDANCE:** Mayor Leo Facio  
Councillor Allan Jackson  
Councillor Sonja Reyerse  
  
CAO, Ted Tisdale  
DCAO/Corporate Officer, Debra Key  
Director of Finance, Dale Courtice  
Manager of Revenue Services, Peggy Parberry  
  
Krystal Sobie, Recording Secretary

**ABSENT:**  
Councillor Zoltan Kiss

**1. CALL TO ORDER**

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

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

**Moved by Councillor Jackson**  
**Seconded by Councillor Reverse**

**THAT** the agenda be approved.

**CARRIED  
UNANIMOUSLY**

**4. ADOPTION AND RECEIPT OF MINUTES**

**5. BUSINESS ARISING FROM THE MINUTES**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 23, 2012*

6. **CONSENT AGENDA**

i. **Bylaws** THAT Village of Harrison Hot Springs Financial Plan Bylaw No. 1004, 2012 be adopted

THAT Tax Rate Bylaw 1005, 2012 be adopted.

ii. **Agreements**

iii. **Committee/  
Commission  
Minutes**

iv. **Correspondence**

**Moved by Councillor Jackson**  
**Seconded by Councillor Reverse**

THAT the items on the consent agenda be adopted.

**CARRIED  
UNANIMOUSLY**

7. **DELEGATIONS**

8. **CORRESPONDENCE**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

11. **REPORTS FROM MAYOR**

12. **REPORTS FROM STAFF**

13. **BYLAWS**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 23, 2012*

14. **QUESTIONS FROM THE PUBLIC**

15. **ADJOURNMENT**

**Moved by Councillor Jackson**  
**Seconded by Councillor Reverse**

**THAT** the meeting be adjourned at 9:31 a.m.

**CARRIED  
UNANIMOUSLY**

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**Leo Facio**  
**Mayor**

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

**DRAFT**



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

**DATE:** May 7, 2012  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road, Harrison Hot Springs

**IN ATTENDANCE:** Mayor Leo Facio  
Councillor Allan Jackson  
Councillor Sonja Reyerse  
  
CAO, Ted Tisdale  
Director of Finance, Dale Courtice  
Manager of Revenue Services, Peggy Parberry  
  
Krystal Sobie, Recording Secretary

**ABSENT:**  
Councillor Zoltan Kiss

**1. CALL TO ORDER**

Mayor Facio called the meeting to order at 10:00 a.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**

**5. BUSINESS ARISING FROM THE MINUTES**

Village of Harrison Hot Springs  
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May 7, 2012

6. CONSENT AGENDA

i. Bylaws

ii. Agreements

iii. Committee/  
Commission  
Minutes

iv. Correspondence

7. DELEGATIONS

8. CORRESPONDENCE

9. BUSINESS ARISING OUT OF CORRESPONDENCE

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

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

Sand Sculpture Proposal

Maureen from CICE was in attendance at the meeting. Unfortunately the proposal that they submitted for the Sand Sculpture event will not be going forward this year. They will provide a new proposal to Council for the 2013 year.

Joint Emergency  
Preparedness Program – Light  
USAR Training

Moved by Jackson  
Seconded by Reverse

THAT Council decline participating in the JEPP Program for Light USAR Training.

**CARRIEI  
UNANIMOUSLY**

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Harrison HopHead Festival

**Moved by Jackson**  
**Seconded by Reverse**

THAT Council approve the proposal from Tourism Harrison Society to host the Harrison HopHead Festival with a commitment of \$10,000 from the RMI program.

**CARRIED  
UNANIMOUSLY**

13.

**BYLAWS**

Bylaw No. 1006, Advisory Planning Commission

**Moved by**  
**Seconded by**

THAT Bylaw No. 1006, Advisory Planning Commission be read a first, second, and third time.

**CARRIED  
UNANIMOUSLY**

14.

**QUESTIONS FROM THE PUBLIC**

Q. Why were the members of the Advisory Planning Commission not provided with all the background information on land use issues?

A. Staff is providing as much information as possible.

Q. Why are signs not part of a land use issue?

Q. Why do we not have recording available for the public to listen to?

A. This is a process that is being worked on through the procedural bylaw.

Q. Why was the Regular Council meeting cancelled but a Special Council Meeting held?

A. This meeting was requested by the CICE regarding the Sand Sculpture proposal.

Q. The APC had one meeting a few months ago and there has been no other to date, why is this?

A. The job of the APC is regarding any land use issues and to date there has not been any issues needing discussion. Meetings are called at the

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May 7, 2012

discretion of the Chair.

Q. Have the members of the APC been provided with the documents that they were seeking at the last meeting?

15.

**ADJOURNMENT**

**Moved by Councillor Jackson**  
**Seconded by Councillor Reverse**

THAT the meeting be closed to the public pursuant to section 90(1)(e) of the *Community Charter* at 10:42 a.m.

**CARRIED  
UNANIMOUSLY**

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**Leo Facio**  
**Mayor**

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

DRAFT

# HARRISON HOT SPRINGS

## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 1006

*Naturally Refreshed*

### **A bylaw for the purpose of establishing an Advisory Planning Commission**

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw for an Advisory Planning Commission.

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

1. The Council of the Village of Harrison Hot Springs hereby establishes an Advisory Planning Commission which shall be known as the Harrison Hot Springs Advisory Planning Commission.
  - (a) Council may, by resolution, appoint up to 6 members and the Chair to the Commission who shall serve without remuneration.
  - (b) The members of the Commission will serve without remuneration, but may be remunerated for out of pocket expenses with the approval of Council
  - (c) The appointment of Commissioners remain in effect until revoked by Council or if the Commissioner is unable to serve.
  - (d) The Council shall not appoint to the Commission any person as a member:
    - (i) who is an elected representative of the Village of Harrison Hot Springs;
    - (ii) an employee or officer of the Village of Harrison Hot Springs; or
    - (iii) the Approving Officer of the Village of Harrison Hot Springs.
  - (e)
    - (i) If a member of the Commission fails to attend two consecutive meetings of the Commission, without leave of the Chair of the Commission, the member shall be deemed to have resigned and the Council shall appoint a replacement.
    - (ii) A member may apply for leave from the Chair of the Commission with respect to the member's non-attendance at a Commission meeting by notifying the Chair, within one week from the date of the meeting for which leave is sought, setting forth grounds for their non-attendance.

- (iii) Where a member fails to apply for leave as set forth in sub-section (e)(ii) the non-attendance shall be deemed to be without leave and shall be noted as such in the minutes of the meeting.
  - (f) The Council shall provide the Commission with a secretary to perform such secretarial duties as are required.
  - (g) The Chief Administrative Officer and other staff approved by the Chief Administrative Officer will attend Commission meetings as a liaison and provide advice as requested.
2. The Harrison Hot Springs Advisory Planning Commission does not have delegated authority and is advisory to Council on:
    - (a) Official Community Plan, and proposed amendments
    - (b) Zoning Bylaw and proposed amendments
    - (c) Neighbourhood plans
    - (d) Land use policy issues; and
    - (e) any other land use issue as referred by Council from time to time.
  3. The Commission shall consider and report on all matters referred to it by the Council.
  4. The Commission shall report to the Council within the time designated by the Council. If the report is not provided within the time designated then the Council may:
    - (a) extend the time within which the report is to be provided; or
    - (b) determine the matter without the report
  5. In complying with the request of the Council for recommendations under Section 3, and in the general execution of its duties, the Commission shall have as its objective the systematic and orderly growth of the Village for the ultimate benefit of the community.
  6. The duties of the Secretary, appointed pursuant to Section 1(f), shall be:
    - (a) to provide notice of the meetings to the members of the Commission;
    - (b) to prepare the agendas for the Commission;
    - (c) to record the minutes of all meetings and forward to the Corporate officer for inclusion on the Council Agenda.
  7.
    - (a) The commission shall set its regular meeting dates and meeting times.
    - (b) In addition to regular meetings, the Commission may meet at any time at the call of its Chair to consider matters.
    - (c) Whenever the regularly scheduled meeting of the Commission falls upon a statutory holiday the Commission shall meet on the next following day which is not a holiday.

- (d) The Commission shall hold its meetings in the Municipal Offices, Harrison Hot Springs, unless otherwise duly directed by its Chair.
8. Four members shall constitute a quorum of the Commission.
  9. (a) If the Chairperson is absent from a meeting, the members present shall choose a temporary Chairperson who shall preside at that meeting.
    - (b) The Chair shall maintain order at all times.
    - (c) The Chair shall determine all points of order as they arise.
    - (d) The Chair shall have the same right of vote as the other members of the Commission and in case of equality of the votes for or against a question, the question shall be negated and the Chair shall so declare.
  10. The Commission shall keep minutes of its proceedings and shall read and adopt the minutes of each meeting at the next following meeting.
  11. The Commission shall communicate its recommendation to the Council in writing.
  12. The Commission shall decide all questions by a majority vote of those members present.
  13. All points of procedure not provided for in this bylaw shall be decided in accordance with the provisions of the Village of Harrison Hot Springs Council Procedure Bylaw.

**READINGS AND ADOPTION**

READ A FIRST TIME THIS 7<sup>th</sup> DAY OF MAY, 2012

READ A SECOND TIME THIS 7<sup>th</sup> DAY OF MAY, 2012

READ A THIRD TIME THIS 7<sup>th</sup> DAY OF MAY, 2012

ADOPTED THIS            DAY OF            , 2012

\_\_\_\_\_  
Mayor

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



**VILLAGE OF HARRISON HOT SPRINGS  
BEACH AND FORESHORE COMMITTEE MEETING**

**DATE:** February 28, 2012  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers

**IN ATTENDANCE:** Councillor Jackson, Chair  
Councillor Reyerse  
Michael Scott  
Linda Marks  
Ian Gardner, Operations Manager  
Ted Tisdale, CAO  
Debra Key, DCAO/CO

Recording Secretary, Krystal Sobie

**ABSENT:**

1. **CALL TO ORDER**

The Chair called the meeting to order at 10:00 a.m.

2. **LATE ITEMS**

3. **ADOPTION OF MINUTES**

4. **DELEGATIONS/PETITIONS**

None

5. **CHAIRPERSON REPORT**

None

6. **ITEMS FOR DISCUSSION**

Status of Beach and  
Foreshore

There was discussion of the foreshore boundaries. Staff will look into these boundaries and the findings will be presented to the Commission as soon as clarification can be determined.

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF THE BEACH AND FORESHORE COMMITTEE MEETING**  
**February 28, 2012**  
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**Committees**  
**Objectives**

The Committee discussed a number of objectives for the year.

1. Water park on the beach
2. Reducing the size of the lagoon, putting a fountain in it
3. Relocating the Boat Launch
4. Restaurant in the water with boat moorage
5. Barbeque picnic area
6. Pier
7. Recycle and garbage containers

\*RMI document copies to be provided to the members for the next meeting

The next meeting will be held in April with a date to be determined.

7.

**ADJOURNMENT**

**Moved by Michael Scott**  
**Seconded by Linda Marks**

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

**CARRIED**  
**UNANIMOUSLY**

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Allan Jackson  
Chair

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Krystal Sobie  
Recording Secretary

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

**DATE:** March 22, 2012  
**TIME:** 2:30 p.m.  
**PLACE:** Council Chambers, Harrison Hot Springs, BC

**IN ATTENDANCE:** Allan Jackson, Chair  
Maureen Wendt  
Jane Kivett  
Carol Hepnar,  
Kitti Niiranen  
Dale Courtice, Director of Finance  
Peggy Parberry, Manager of Revenue Services  
Andre Isakov, CEDO (attended until 2:55)  
Recording Secretary, Cindy Richardson

**ABSENT:** Heather Coxon

**1. CALL TO ORDER**

The Chair called the meeting to order at 2:32 p.m.

**2. INTRODUCTION OF LATE ITEMS**

Health and Wellness Fair

**3.**

**4. RECEIPT OF MINUTES**

Adoption of Minutes  
October 13, 2011

Moved by Maureen Wendt  
Seconded by Carol Hepnar

THAT the minutes of the February 29, 2012 Communities in Bloom meeting be adopted.

**CARRIED**

**5. CHAIRPERSON'S REPORT**

**COMMITTEE MEMBERS REPORT**

**6. ITEMS FOR DISCUSSION**

Update CEDO – Andre Isakov, Relay for Life, RMI

CEDO – Andre Isakov provided an overview of the Relay for Life event taking place in the Village on June 2, 2012 and volunteer opportunities available.

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING**  
**March 22, 2012**  
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An overview of the RMI program and the projects funded through the RMI program was provided by the CEDO. Projects include splash park, Christmas lights, beachfront improvements, trail improvements including signage and the new kiosk.

The issue of pay parking was briefly discussed with benefits of pay parking being identified.

There was a question regarding the ownership of the Campbell Lake trail. CEDO identified 4 different ownerships on various portions of this trail.

The Chair thanked CEDO - Andre Isakov for providing the information.

**Parks & Rec Lead hand  
Teresa Baxter – 2012 Project  
Update**

Lead hand Teresa Baxter was unable to attend the meeting today. An update for projects was provided by Peggy Parberry – Manager of Revenue Services. Items discussed included spring plantings and the entrance planter.

**Communities in Bloom  
Relay for Life Team**

The Chair asked if members were interested in putting a team together for the Relay for Life. Members agreed that they will consider the idea and discuss the item later.

**Canada Day Parade Entry**

The Chair stated that he would like the CiB to have a float in the Canada Parade this year and the possibility of using the flat bed owned by Kafi Landscaping. The whereabouts of the banner used in previous parades will be investigated. All members agreed to participate in the parade. Signage for the six areas of judging was discussed.

**New Business**

The Communities in Bloom judges' evaluation date will be July 13<sup>th</sup>, 2012. The judges will be Lucy Chang (Edmonton) and Roger Younker (Charlottetown, PE). Peggy will keep the Committee updated on any new information regarding the judges' visit.

There was discussion regarding Sasquatch Days and how the CiB Committee could be involved with this event. The Chair noted that once there is confirmation of the event and an agenda has been provided the CiB can decide if there is an opportunity to be involved.

There was discussion regarding the CiB setting up a booth in the Plaza on Canada Day to provide information to the public.

April 21<sup>st</sup> the CiB will be participating in a basket planting building seminar at the Library.

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING**  
**March 22, 2012**  
**PAGE (3)**

The Chair requested that the CiB do a walkabout down at the beach to identify projects to focus on before the judges arrive.

Members will be going to the elementary school after spring break to discuss options with the school garden.

The Health and Wellness Fair scheduled for May 26<sup>th</sup>, 2012 and how the CiB could participate was discussed.

7.

**ADJOURNMENT**

**Moved by Jane Kivett**

**Seconded by Maureen Wendt**

The meeting adjourned at 3:56 p.m.

\_\_\_\_\_  
Allan Jackson, Chair

\_\_\_\_\_  
Cindy Richardson,  
Recording Secretary



**VILLAGE OF HARRISON HOT SPRINGS  
PARKS AND TRAIL COMMITTEE MEETING**

**DATE:** April 30, 2012  
**TIME:** 2:00 p.m.  
**PLACE:** Council Chambers

**IN ATTENDANCE:** Councillor Kiss  
Donna Cooney  
Janne Perrin  
Andre Isakov, CEDO

Recording Secretary, Krystal Sobie

**ABSENT:**

1. **CALL TO ORDER**

The Chair called the meeting to order at 2:01 p.m.

2. **LATE ITEMS**

3. **ADOPTION OF MINUTES**

**Moved by Janne Perrin**  
**Seconded by Zoltan Kiss**

**THAT** the Parks and Recreation Commission Meeting Minutes of March 26, 2012 be adopted.

**CARRIED  
UNANIMOUSLY**

**Errors and Omissions**

Item 6 should read “restoration and clean-up” instead of “clean-up”

4. **DELEGATIONS/PETITIONS**

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE PARKS AND TRAIL COMMITTEE MEETING  
APRIL 30, 2012  
PAGE (2)**

5. **CHAIRPERSON REPORT**

Would like to schedule another walk-a-bout on the nine bridges sometime in the month of May.

6. **ITEMS FOR DISCUSSION**

Overview of the Committee Parks and Trails Walkabout on April 10, 2012

Janne Perrin wrote a letter to the school principal inquiring if the school would be interested in doing salmon in the classroom. This would allow the \_\_\_ to be a release site... There has been no contact as to date.

Interest for a portion of the Community Garden to be located on the school grounds for the children to take part. Spring Park and the FireHall Park is an area of interest for a site for the Community Garden.

The dog park is still being explored for further potential sites. It was noted that Rendall park is the best suitable area for a dog park in Harrison.

Trail Development Strategy Update – Miami Greenway and other Trails

Work will be looked at for the gravel on the Miami Greenway in June or July.

**Moved by Janne Perrin**  
**Seconded by Donna Cooney**

THAT Staff look at re-wording the cosmetic pesticides bylaw.

**CARRIED  
UNANIMOUSLY**

Janne and Donna attended a Bio engineering workshop in Yarrow. It was discussed that a demonstration project between November and March, similar to the workshop would be great for the Village.

Parks and Trails Maintenance, Furnishings and Signage

**Moved by Janne Perrin**  
**Seconded by Donna Cooney**

THAT a recommendation be made to Council that the signs and benches in Peace Park need to be power washed;

AND THAT the shrubs along Emerald need to be removed as it is a sight hazard.

**CARRIED  
UNANIMOUSLY**

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE PARKS AND TRAIL COMMITTEE MEETING  
APRIL 30, 2012  
PAGE (3)**

There were 6 signs that have been designated for priority this year:

1. Miami Trails – give acknowledgement to those who worked on trail, maps
2. What is a Riparian Area? – pictures of vegetation, brief description on the meaning
3. Animals of the Riparian Area
4. Riparian Trail Epics – take nothing but pictures leave nothing but footprints
5. Plants of the Riparian Area – list of plants in the area
6. Threats to the Riparian Area – bullfrogs, giant hogweed, dumping, pesticides, walking of trail

THAT the Bylaw Officer looks at

Community Gardens and Demonstrating Composting Areas

Playground Equipment

Andre provided the Committee with some brochures on playground equipment.

Committee Structure Overview

7.

**ADJOURNMENT**

**Moved by Donna Cooney**  
**Seconded by Janne Perrin**

THAT the meeting be adjourned at 3:50 p.m.

**CARRIED  
UNANIMOUSLY**

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Councillor Kiss  
Chair

---

Krystal Sobie  
Recording Secretary



**VILLAGE OF HARRISON HOT SPRINGS  
RECREATION COMMITTEE MEETING**

**DATE:** March 29, 2012  
**TIME:** 9:00 a.m.  
**PLACE:** Council Chambers

**IN ATTENDANCE:** Mayor, Leo Facio  
Elizabeth Mueller  
Liz Webber  
Debra Key, Deputy Chief Administrative  
Officer  
Ted Tisdale, Chief Administrative Officer  
  
Recording Secretary, Cindy Richardson

**ABSENT:** Councillor, Zoltan Kiss

**1. CALL TO ORDER**

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

**2. LATE ITEMS**

**3. ADOPTION OF MINUTES**

**Moved by Elizabeth Muller**  
**Seconded by Liz Webber**

THAT the minutes of February 21, 2012 Recreation Committee meeting  
be adopted.

**CARRIED  
UNANIMOUSLY**

**4. DELEGATIONS/PETITIONS**

None

**5. CHAIRPERSON REPORT**

None

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF THE RECREATION COMMITTEE MEETING**  
**March 29, 2012**  
**PAGE (2)**

**6. ITEMS FOR DISCUSSION**

**Health & Wellness Fair**

Elizabeth Muller provided an update regarding the Health and Wellness Fair. It was noted that she has received quite a bit of support for the Fair and that the independent businesses are very responsive to the idea. Public Health nurse Robert Stam did note that Harrison Hot Springs has not had a representative on the Healthy Communities Committee. The Chair noted that due to the by-election the representative is no longer on Council but a new representative will be assigned after the by-election. An advertising example was provided for staff's review to use for reference when designing the advertisement for the Health and Wellness Fair. Ms. Muller would like to have banners for outside the Hall for use when there is a Village sponsored event in the Hall so that the public is aware that they are welcome to attend the event. Committee members noted that they have approached the Green Grocer and Super Valu in Agassiz to provide healthy snacks for the event. Other possible snack supplies included Limbert Farms and the Back Porch Coffee Roasters. The Chair noted that the Social Club may be able to assist with concessions.

**Skate Park**

There was discussion regarding the idea of a skate park in the Village. It was noted that there is a government sponsored grant program which can provide labour and expertise. The Village would have to bare some costs but the grants would be very helpful. A location for the skate park is still to be determined.

**Monday Painters Art Show**

August 12<sup>th</sup> is the date set for the Monday Painters Art Show.

**Family Cycle Date**

The Chair discussed an idea of Family Cycle day/event within the Village.

**Canada Day**

The Chair noted that he will be undertaking the organization of Canada Day events. Committee members were asked if they would be able to volunteer time or if they had any ideas for events on Canada Day. Sandcastle building and beach volleyball were discussed. Participation for the parade including music was also discussed. The Chair noted that it is a great day for the Village and the celebration brings many visitors into the Village. A meeting will be scheduled for mid-April.

The Relay for Life will be taking place June 2<sup>nd</sup> in the Village around the Lagoon

The Sasquatch Days event will be taking place on June 9<sup>th</sup> and 10<sup>th</sup> in the Village.

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF THE RECREATION COMMITTEE MEETING**  
**March 29, 2012**  
**PAGE (3)**

Men's Shed  
Vocational Recreation

Mr. Bruce Turner was in attendance to provide information regarding the Men's Shed Association. Mr. Turner noted that he was introduced to the association during a trip to Australia. The many positive effects of this type of Association were discussed. The program involves an array of activities including building, cooking, banking and other specialties and expertise that members can provide. Mr. Turner provided a website for committee members to view for more information. The Chair requested that Mr. Turner participate in the Health and Wellness Fair to provide more information to the community.

Ms. Webber asked about the possibility of a BMX training park in the area. The Chair noted that the FRVD has been approached by the Village to turn part of the East Sector into a park. Other areas discussed for biking trails were Bear Mountain and the Campbell Lake Trail. The rock climbing at the end of the golf course was also discussed.

7.

**ADJOURNMENT**

**Moved by Elizabeth Muller**  
**Seconded by Liz Webber**

**THAT** the meeting be adjourned at 10:00 a.m.

**CARRIED**  
**UNANIMOUSLY**

\_\_\_\_\_  
Mayor Facio  
Chair

\_\_\_\_\_  
Cindy Richardson  
Recording Secretary





## Harrison Tourism Society

### Board of Directors Status Report

For the month ended April 18th, 2012

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#### Notes for Board Meeting

##### 5.0 New Business

**5.1 Bald Eagle Festival – short presentation by David Hancock (Director Fraser Valley Bald Eagle Festival Society)**

**5.2 Events Update –**

- **Sasquatch Days** meeting took place in late January in Harrison with a delegation from Sts'ailes and the Mayor in attendance. Locations and basic logistics were all confirmed. Overall the event is moving forward and looks very positive. Tourism Harrison has committed to managing PR/marketing and creating an event Brochure, total cost not to exceed 5K
- **Slow Food Cycle tour** date has been moved to a week after Dragon Boat, we have been asked to act as coordinator in return for a payment of \$4500. **Recommendation to the Board:** We take on this position, Erin will act as coordinator and the funds can be used to replace her hours in the visitor center.
- **Hop Head Festival** – have received a proposal from Ingrid Michelle Edmunds of Cybervision. Will be reviewing it with Village to see if it is feasible and then making a recommendation to the Board at our next meeting.

**5.3 RMI Spending – short presentation by Andre Isakov (Community & Economic Development Officer)**

## 6.2 Planned Marketing Activities – For the Months of April/May

- Email blast of March/April Specials went out early April
- Will run a Google ad campaign focusing on Family Spring Break getaways targeting Vancouver in March and targeting Seattle beginning of April
- Will run a Facebook ad campaign to increase Facebook reach
- Ran a Bonus search word contest with Jack FM brought in aprox. 2500 visitors to our website.
- 8 week program with lvan8.com Chinese website kicked off
- 12 week program with VCM motorcycle website kicked off
- Chichaku Harrison Hot Springs 12 page mini website for Chinese market now live
- Ran a 604 Pulse article on the Tulip Festival
- Have purchased a CKNW Travel Getaway spot to air April 28<sup>th</sup> will promote all aspects of Harrison Hot Springs
- Create and issued press release for Sasquatch Days
- Will run a Province ad for the May long weekend

Harrison Tourism Society - Revenues and Expenses as of December 31st with a forecast for full year end.

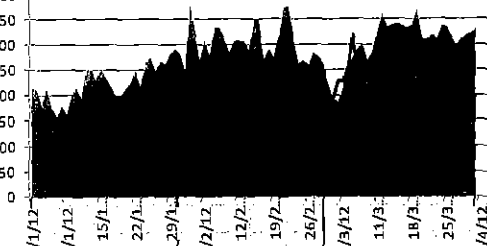
	2012 Actuals						2012 Forecast										2011 Actual	2012 Variance
	January	February	March	YTD	YTD Budget	var.	April	May	June	July	August	September	October	November	December	Total		
<b>REVENUE</b>																		
Operating Revenue																		
Hotel Tax	18,711	24,000	24,000	66,711	65,000	1,711	24,000	24,000	24,000	35,000	35,000	30,000	24,000	24,000	30,000	474,133	159,133	
Municipal Contributions	2,583	2,583	2,583	7,750	7,750	-	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	49,083	18,083	
Grants	-	-	9,200	9,200	10,000	(800)	-	-	-	-	-	-	-	6,000	-	42,800	26,800	
<b>Total Operating Revenue</b>	<b>21,294</b>	<b>26,583</b>	<b>35,783</b>	<b>83,661</b>	<b>82,750</b>	<b>911</b>	<b>26,583</b>	<b>26,583</b>	<b>26,583</b>	<b>37,583</b>	<b>37,583</b>	<b>32,583</b>	<b>26,583</b>	<b>32,583</b>	<b>32,583</b>	<b>566,016</b>	<b>204,016</b>	
Total Co-Op Marketing Revenue	-	2,000	-	2,000	3,000	(1,000)	-	2,000	-	3,000	-	1,000	1,000	-	-	13,000	3,000	
Total Advertising Revenue	-	650	-	650	1,500	(850)	-	-	-	-	-	-	-	-	-	1,950	450	
Total Other Revenue	3	2	2	7	150	(143)	50	50	50	50	50	50	50	50	50	473	(143)	
Total Sales Revenue	-	-	-	-	140	(140)	80	-	-	100	300	100	50	50	-	660	(140)	
<b>TOTAL REVENUE</b>	<b>21,297</b>	<b>29,235</b>	<b>35,785</b>	<b>86,318</b>	<b>87,540</b>	<b>(1,222)</b>	<b>26,693</b>	<b>28,633</b>	<b>26,633</b>	<b>40,733</b>	<b>37,933</b>	<b>33,733</b>	<b>27,683</b>	<b>32,683</b>	<b>32,633</b>	<b>582,099</b>	<b>207,199</b>	
<b>EXPENSE</b>																		
<b>Advertising Costs</b>																		
Print	431	2,190	2,836	5,457	5,462	(5)	4,788	2,000	-	-	6,200	2,700	6,700	-	500	42,095	13,700	
Publications--Tourism Harrison	-	-	5,982	5,982	6,000	(18)	-	2,000	-	-	-	2,500	-	-	-	28,428	17,900	
Online	366	2,222	7,134	9,722	11,185	(1,463)	11,400	2,100	5,750	2,550	1,500	4,750	3,000	750	1,250	69,350	25,100	
Radio/TV/Video	-	-	-	-	2,500	(2,500)	2,844	1,904	8,512	5,116	5,117	1,667	-	10,000	-	35,159	(2,500)	
Trade/Consumer Shows	-	2,957	2,675	5,632	6,200	(2,568)	-	-	-	-	-	-	2,400	-	-	21,971	11,300	
Sponsorships	550	100	-	650	500	150	-	-	-	3,500	-	-	-	1,350	-	6,800	1,400	
Out of home	2,968	-	-	2,968	3,100	(132)	-	-	6,272	6,272	6,272	-	-	1,000	-	28,720	1,000	
PR	2,341	2,005	1,157	5,503	7,500	(1,997)	-	1,000	1,000	-	-	1,000	-	-	-	20,666	1,000	
Other	-	78	200	278	200	78	500	500	-	-	-	-	-	-	-	2,034	800	
<b>Total Advertising Costs</b>	<b>6,656</b>	<b>9,552</b>	<b>19,984</b>	<b>36,192</b>	<b>44,647</b>	<b>(8,455)</b>	<b>19,532</b>	<b>9,504</b>	<b>21,534</b>	<b>17,438</b>	<b>19,089</b>	<b>12,617</b>	<b>12,100</b>	<b>13,100</b>	<b>1,750</b>	<b>255,223</b>	<b>83,900</b>	
Total Co-op Marketing Costs	-	4,400	1,923	6,323	3,000	3,323	-	2,000	-	-	3,000	1,000	1,000	-	-	27,891	17,800	
Total Contracted Marketing	-	1,392	27	1,419	6,000	(4,582)	10,000	10,000	5,000	5,000	3,000	2,000	2,000	1,000	1,000	43,283	(1,700)	
Total Cost of Goods Sold	-	-	232	232	-	232	100	-	-	-	250	-	-	-	-	1,278	900	
<b>Total Marketing Expense</b>	<b>6,656</b>	<b>15,344</b>	<b>22,165</b>	<b>44,165</b>	<b>53,647</b>	<b>(9,482)</b>	<b>29,632</b>	<b>21,504</b>	<b>26,534</b>	<b>22,439</b>	<b>25,339</b>	<b>15,617</b>	<b>15,100</b>	<b>14,100</b>	<b>2,750</b>	<b>327,676</b>	<b>101,000</b>	
Total Payroll Expense	7,220	8,650	8,804	24,674	28,000	(3,326)	9,500	9,500	10,000	10,500	10,000	9,500	9,000	9,500	12,000	172,326	54,800	
Total General & Admin. Expenses	1,372	637	3,095	5,104	9,500	(4,396)	3,000	3,000	2,500	3,000	2,000	2,500	2,500	3,000	4,000	43,907	8,900	
<b>TOTAL EXPENSE</b>	<b>15,248</b>	<b>24,631</b>	<b>34,064</b>	<b>73,943</b>	<b>91,147</b>	<b>(17,204)</b>	<b>42,132</b>	<b>34,004</b>	<b>39,034</b>	<b>35,939</b>	<b>37,339</b>	<b>27,617</b>	<b>26,600</b>	<b>26,600</b>	<b>18,750</b>	<b>543,909</b>	<b>164,700</b>	
<b>REVENUE</b>	<b>21,297</b>	<b>29,235</b>	<b>35,785</b>	<b>86,318</b>	<b>87,540</b>	<b>(1,222)</b>	<b>26,693</b>	<b>28,633</b>	<b>26,633</b>	<b>40,733</b>	<b>37,933</b>	<b>33,733</b>	<b>27,683</b>	<b>32,683</b>	<b>32,633</b>	<b>582,099</b>	<b>207,199</b>	
<b>EXPENSE</b>	<b>15,248</b>	<b>24,631</b>	<b>34,064</b>	<b>73,943</b>	<b>91,147</b>	<b>(17,204)</b>	<b>42,132</b>	<b>34,004</b>	<b>39,034</b>	<b>35,939</b>	<b>37,339</b>	<b>27,617</b>	<b>26,600</b>	<b>26,600</b>	<b>18,750</b>	<b>543,909</b>	<b>164,700</b>	
<b>Net Income</b>	<b>6,049</b>	<b>4,604</b>	<b>1,721</b>	<b>12,375</b>	<b>(3,607)</b>	<b>15,986</b>	<b>14,561</b>	<b>(2,401)</b>	<b>4,794</b>	<b>4,794</b>	<b>1,196</b>	<b>6,116</b>	<b>6,083</b>	<b>6,033</b>	<b>13,883</b>	<b>38,190</b>	<b>42,499</b>	
<b>Operating Profit</b>	<b>18,711</b>	<b>24,000</b>	<b>24,000</b>	<b>66,711</b>	<b>65,000</b>	<b>1,711</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>35,000</b>	<b>35,000</b>	<b>30,000</b>	<b>24,000</b>	<b>24,000</b>	<b>30,000</b>	<b>474,133</b>	<b>159,133</b>	
<b>Co-Op Marketing Profit</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>	<b>3,000</b>	<b>(1,000)</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>13,000</b>	<b>3,000</b>	
<b>Advertising Profit</b>	<b>-</b>	<b>650</b>	<b>-</b>	<b>650</b>	<b>1,500</b>	<b>(850)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,950</b>	<b>450</b>	
<b>Other Profit</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>7</b>	<b>150</b>	<b>(143)</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>473</b>	<b>(143)</b>	
<b>Total Sales Profit</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>140</b>	<b>(140)</b>	<b>80</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>300</b>	<b>100</b>	<b>50</b>	<b>50</b>	<b>-</b>	<b>660</b>	<b>(140)</b>	
<b>Total Marketing Profit</b>	<b>-</b>	<b>2,652</b>	<b>1,923</b>	<b>6,323</b>	<b>3,000</b>	<b>3,323</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>3,000</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,891</b>	<b>17,800</b>	
<b>Total Profit</b>	<b>18,714</b>	<b>26,654</b>	<b>25,925</b>	<b>73,091</b>	<b>78,190</b>	<b>(5,099)</b>	<b>24,833</b>	<b>26,050</b>	<b>24,633</b>	<b>38,100</b>	<b>36,933</b>	<b>31,133</b>	<b>24,633</b>	<b>24,633</b>	<b>30,633</b>	<b>511,224</b>	<b>176,299</b>	

**Advertising Schedule**

Holidays - US in red

Number of Visitors to  
www.tourismharrison.com  
red line is 2010

January	February	March	April	May	June	July	August	September	October	November	December	
New Year	Valentines day	St. Patricks day	Easter	Mem Day	Victoria Day	F Day	Canada Day	Civic Day	Labour Day	Thanksgiving	Rem Day	Xmas



YTD up 43% in 2012 over 2011 the main driver was google ad words which also increased the overall bounce rate of the site.

<b>Website</b>	Google Adwords	504pulse.com	Online banners/ads	VCM Motocycle web ads	Chickhaku	LavaB (Chinese)
<b>Radio</b>	Rogers Radio Group	JR FM	QM FM	CKNW		
<b>Print</b>	Metro News	Sunset Magazine	Georgia Straight	Epoch Times Travel Mag	Province	TV Week
	Senior Living	Harrison Agassiz Observer				
<b>Out</b>	Pattison Petulla Bridge Sign	North Vancouver Outdoor				
<b>Trade Shows</b>			NW Womens Outdoor	Edmonton Sportsman		West Coast Womens Show
<b>Writers</b>						
<b>Social Media</b>	Twitter	1071 1079 1112 1129	1131 1138 1156 1161	1179 1189 1192 1202		
	Facebook	461 463 464 464	467 472 473 476	478 484 485 487		
	Completed					
	Ready to go/ongoing					
	Scheduled - creative o/s					
	Planned					



RECEIVED  
APR 27 2012  
BY V. OF H.H.S.

APR 24 2012

923469

His Worship Leo Facio  
Mayor of the Village of Harrison Hot Springs  
495 Hot Springs Rd  
PO Box 160  
Harrison Hot Springs BC V0M 1K0

Dear Mayor Facio:

Thank you for the opportunity to meet on March 14, 2012. As a result of our discussions, I have a greater appreciation for the challenges facing Harrison Hot Springs and other rural and remote communities regarding physician recruitment and retention.

As a follow-up to our meeting, and to highlight some of the recruitment and retention incentive programs available to physicians living and practicing in Harrison Hot Springs, I would draw your attention to some of the resources which may be available through the Physician Master Agreement and related Rural Programs:

- Rural Retention Program: a flat rate annual bonus in addition to a per-service fee premium;
- Rural General Practitioner Locum Program: an annual allotment of short-term, temporary relief (locum) coverage;
- Recruitment Incentive Fund: a lump-sum payment may be available; and,
- Rural Continuing Medical Education: an annual entitlement may be available.

For further information regarding these programs please refer to the enclosed guide to Rural Programs, or contact Ms. Sandra Walker, Senior Manager, Physician Compensation, Ministry of Health, directly by telephone at: 250 952-3559.

Our health authority partners play a significant role in recruiting physicians to fill vacant positions in rural and remote communities. I suggest that you continue to work with Fraser Health Authority's physician recruiters for further information and assistance. Their website address is: [http://careers.fraserhealth.ca/contact\\_us/](http://careers.fraserhealth.ca/contact_us/).

...2



**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**

**DATE:** May 15, 2012  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers

**IN ATTENDANCE:** Mayor Leo Facio  
Councillor Sonja Reyerse  
Councillor Zoltan Kiss  
Councillor Allan Jackson  
  
CAO, Ted Tisdale  
Manager of Revenue Services, Peggy Parbery  
Operations Manager, Ian Gardner  
Community Economic Development Officer, Andre Isakov  
Director of Finance, Dale Courtice

**ABSENT:**  
Recording Secretary, Krystal Sobie

**1. CALL TO ORDER**

Mayor Facio called the meeting to order at 10:00 a.m.

**2. ITEMS FOR DISCUSSION**

**Smoke Free Outdoor  
Places**

Councillor Jackson is in favour of smoke free outdoor places but questions the logistics on policing this matter. Research should be done on other municipalities on how they patrol their beaches before anything is implemented.

Councillor Kiss raised a point of order with regards to adoption of the Agenda. Mayor Facio explained that they COW is a "Committee Meeting" and all items for action must be referred to a regular meeting of Council

Councillor Reyerse is in favour but agrees with the difficulty of patrolling this item.

*Councillor Kiss left the meeting at 10:05 a.m.*

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**

**May 15, 2012**

**Page 2**

**Business Licensing and  
Regulation Bylaw re: Busking**

Councillor Jackson is in favour of allowing all members of the community the opportunity to obtain a busking permit if desired.

Councillor Reyerse does not believe that there should be a restriction on the number of permits issued as they are not currently being charged for this permit.

**Moved by Councillor Jackson**

THAT Bylaw No. 945 Business Licensing Regulation Bylaw be referred to Council with the intent to amend the Bylaw by deleting 21 (b) (vii).

**CARRIED  
UNANIMOUSLY**

**Economic Development  
Plan Update**

Community Economic and Development Officer, Andre Isakov provided Council with a power point presentation with an overview of the economic development plan progress to date.

Councillor Reyerse inquired if there was a time line for the action items. Andre Isakov noted that each item has different time lines as they all have their own struggles associated with them.

It was discussed to work with Harrison Tourism to get Harrison's name out to the general public to attract more development and visitors.

**Moved by Councillor Jackson**

THAT staff research as to where a piece of land can be purchased that would be suitable for a parking facility in the future and report back to Council.

**CARRIED  
UNANIMOUSLY**

**Infrastructure/Water  
Treatment and Looping  
Update**

Operations Manager, Ian Gardner provided Council with an update. The Village's engineering firm, CTQ has almost completed the grant application.

**Dog Park**

Ian Gardner, Operations Manager informed Council that there has been two areas identified for the dog park; east end of Randall Park or Canoe Cove.

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**

**May 15, 2012**

**Page 3**

**Tree Protection Bylaw**

Chief Administrative Officer, Ted Tisdale noted that with the existing Tree Protection Bylaw there is no flexibility and as an example no authorization for owners to take down a tree that is causing structural or foundation damage.

**Beach Swim Rope**

Councillor Jackson noted that people should not have to receive a tree cutting permit to prune trees on their own property, or remove trees that cause or could cause structural damage to buildings.

**Sewer Sanitary Repair (I&I) Update**

Councillor Jackson suggested that the swim rope be extended to the end of Randall park to discourage boats coming in and tying up to the beach and interfering with the swimmers. The Operations Manager will look into costing and report back to Council.

**Realty Signs**

Operations Manager, Ian Gardner informed Council that the I & I project has been completed and came in under budget.

Councillor Reyerse suggested that the Sign Bylaw be looked at for clarification and amended if necessary to discourage signs in front of the Village office, front entrance to Harrison and the corner of Hot Springs Road and Walnut.

**3. REPORTS FROM MAYOR, REPORTS FROM COUNCILLORS**

The Committee of the Whole is a meeting for discussion of items. If the Committee of the Whole agenda needed to be approved the appropriate apologies will be made and will be fixed for the next Committee of the Whole meeting

**4. DELEGATIONS**

**5. STAFF REPORTS**

**6. PUBLIC QUESTIONS**

Q. If fencing is necessary in the Village will Council consider

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**

**May 15, 2012**

**Page 4**

purchasing black chain link fencing to keep with the OCP design guidelines?

Q. Is there a cost to a busking permit?

A. No

Q. Could some of the RMI funds be used to attract qualified buskers from Vancouver?

A. Last year Harrison sponsored their fuel costs.

Q. When will Harrison secure a lease for the foreshore?

A. This discussion is under way with the Province.

Q. Can you provide clarification on Whippoorwill point?

7.

**ADJOURNMENT**

**Moved by Councillor Jackson**

**Seconded by Councillor Reverse**

**THAT** the meeting be adjourned.

The meeting adjourned at 11:06 a.m.

**CARRIED  
UNANIMOUSLY**

---

**Leo Facio  
Mayor**

---

**Debra Key  
Corporate Officer**

# HARRISON HOT SPRINGS

*Naturally Refreshed*

# VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 1, 2012  
**FROM:** Andre Isakov, **FILE:** 3090-20-48  
Community and Economic Development Officer  
**SUBJECT:** Development Variance Permit – 883 Hot Springs Road

---

### ISSUE:

Approval of a Development Variance Permit.

### BACKGROUND:

On April 27, 2012, Mr. Bangma applied for a development variance permit to construct a duplex on a property located at 883 Hot Springs Road. The property is currently zoned Residential Two Zone (R2). The R2 Zone allows for duplex on parcels that have the minimum width of 24 metres. Mr. Bangma has applied to vary the minimum parcel width from 24 metres to 21 metres, for a total variance in parcel width of 3 metres (9.8 ft).

Given the relatively large size of the lot (about 0.34 Acres), and the Villages' growth and densifications objectives within the OCP, the ICSP, and other strategic planning documents this application for variance can be supported from a community planning perspective.

### RECOMMENDATION:

THAT Council approve the issuance of a Development Variance Permit for Mr. Bangma, to vary the Zoning Bylaw No. 672, 1996, Village Residential Two Zone (R2), Section 7.2.2, Minimum Parcel Width for Duplex by reducing the minimum parcel width from 24 metres to 21 metres.


Respectfully submitted for your consideration;




---

Andre Isakov  
Community and Economic Development Officer

**DIRECTOR OF FINANCE COMMENTS:**

  
\_\_\_\_\_  
Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

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

# HARRISON HOT SPRINGS

*Naturally Refreshed*

# VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 7, 2012

**FROM:** Andre Isakov, **FILE:** 3090-20-49  
Community and Economic Development Officer

**SUBJECT:** Development Variance Permit – 225 Miami River Drive

---

### ISSUE:

Approval of a Development Variance Permit.

### BACKGROUND:

In May 2012, the application was received for a building permit to construct a single family residence on their property located at 225 Miami River Drive. The property is located in the Miami River Development Permit Area and is affected by the Riparian Area Regulations set out by the Province of British Columbia.

The property owner obtained the services of a Qualified Environmental Professional (QEP) to conduct an assessment to determine the streamside protection and enhancement area (SPEA) setbacks allowed in the Miami River Development Permit Area. Please see the QEP letter attached to this report. Based on the QEP report, the property owners have applied for a development variance permit.

The property owner has applied to reduce the minimum front parcel line setback from 7.5 m to 5.0 m and the minimum interior side parcel line setback from 1.5 m to 1.0 m in order to maximize the SPEA. The property owners were advised by their QEP that DFO and MOE would consider a variance of the RAR setbacks only if the municipality would approve a variance based on undue hardship.

Attachment: 225 Miami River Drive RAR Assessment Letter from the QEP.

### RECOMMENDATION:

**THAT** Council approve the issuance of a Development Variance Permit for property owner(s) at 225 Miami River Drive, to vary the Zoning Bylaw No. 672, 1996, Village Residential Zone (R1), Section 7.1.3, Principal Building Minimum Setback by reducing the minimum front parcel setback of 7.5 m to 5.0 m and the interior side parcel setback of 1.5 m to 1.0 m, subject to approval of the relaxation setbacks of both Department of Fisheries and Oceans and Ministry of Environment.

Respectfully submitted for your  
consideration;



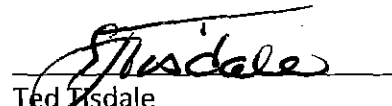
Andre Isakov  
Community and Economic Development Officer

**DIRECTOR OF FINANCE COMMENTS:**



Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**



Ted Hsdale  
Chief Administrative Officer

VILLAGE OF HARRISON HOT SPRINGS

**HARRISON HOT SPRINGS**

*Naturally Refreshed*

REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 10, 2012  
**FROM:** Ted Tisdale, **FILE:** 4520-20-09-05  
Chief Administrative Officer  
**SUBJECT:** Approval of street closure – Maple Street - between Esplanade Avenue and Lillooet Avenue for the Festival of the Arts – July 11, 2012

---

**ISSUE:**

Approval of the Festival of the Arts request with respect to their requirements of the use of public facilities for the festival.

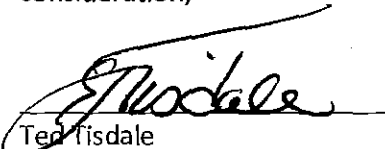
**BACKGROUND:**

As in previous years, the Festival is requesting the use of the Plaza, Memorial Hall, foreshore areas, and closure of Maple Street on July 11, 2012 from 8:00 a.m. to 5:00 p.m. to facilitate their event. Attached is a copy of correspondence received from the Festival Society.

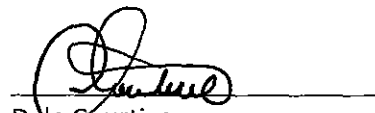
**RECOMMENDATION:**

THAT Council approve the requests from the Festival of the Arts to use public properties in support of the Festival including the closure of Maple Street.

Respectfully submitted for your consideration;

  
Ted Tisdale  
Chief Administrative Officer

**DIRECTOR OF FINANCE COMMENTS:**

  
Dale Courtice  
Director of Finance

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

1. Community Plaza.

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

Beach Stage

Again we will set our Beach Stage in the area just west of the Plaza. The stage will go on the edge of the concrete facing south west.

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

Plaza

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

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

2. Dyke

We would again like to use the Dyke, east of the Plaza to just past Muddy Waters, for the Art Market tents.

3. Memorial Hall

We will be in the Hall from Saturday, July 2 to Friday, July 20. This includes the Festival dates, as well as time to set-up and takedown the facility.

(These dates are on the Memorial Hall schedule.)

4. Maple Street

We are planning to have Children's Day in and around the Memorial Hall, Wednesday, July 11 and would again like to close Maple Street between Esplanade and Lillooet. The closure would be just the one day, from 8:00am to 5:00pm.

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

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

1. We would like to install a Festival of the Arts street banner at the entrance to the Village. The banner is the standard 25 feet by 3 feet and has 'Harrison Festival of the Arts' and the July dates on it. We would like to install the banner May 18 and remove it July 16. We will contact Peter's Electric to do the installation.
2. We would like to put a Festival of the Arts banner in the Plaza during the ten days of the Festival. This is a vinyl banner, 12 feet and 2 feet. We have used this same banner for the past few years.
3. We have 10 street banners which we put up on the lamp posts along Esplanade from west of the Plaza to across from Maple Street. We would like to put these up June 25 and remove them July 17. We will remove the Village banners that are currently on the brackets and replace them with ours. At the end of the Festival we will reinstall the Village banners.
4. We would like to erect our 4 feet by 8 feet wooden sign on the Village property north of the Village Office next to the Resort Development Strategy sign.

*Checked  
& approved  
by PW.*





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 14, 2012  
**FROM:** Director of Finance **FILE:** 1680  
**SUBJECT:** 2011 Audited Financial Statements

---

**ISSUE:** Annual Audited Financial Statements

#### **BACKGROUND:**

Section 167 of the *Community Charter* requires that municipalities annually submit audited financial statements to the Inspector of Municipalities

#### **RECOMMENDATION:**

THAT the 2011 Consolidated Financial Statements of the Village of Harrison Hot Springs and the accompanying Auditor's Report be adopted.

Respectfully submitted for your consideration;

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

Dale Courtice, CGA  
Director of Finance

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

Ted Tisdale  
Chief Administrative Officer





**HARRISON HOT SPRINGS**

*Naturally Refreshed*

Consolidated Financial Statements of

**THE VILLAGE OF HARRISON HOT SPRINGS**

Year Ended December 31, 2011

**Village of Harrison Hot Springs  
Consolidated Financial Statements  
For the year ended December 31, 2011**

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**HARRISON HOT SPRINGS**

*Naturally Refreshed*

**Village of Harrison Hot Springs**

**MANAGEMENT REPORT**

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

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

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

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

On behalf of the Village of Harrison Hot Springs

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Dale Courtice, CGA  
Director of Finance  
May 22, 2012



CHARTERED ACCOUNTANTS

F.W. Voelkl, B.Comm., C.A.  
C.M. Kelley Inc., B.B.A., C.A.

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



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

**INDEPENDENT AUDITOR'S REPORT**

To the Mayor Council of the VILLAGE OF HARRISON HOT SPRINGS

We have audited the Consolidated Statement of Financial Position of the **VILLAGE OF HARRISON HOT SPRINGS** as at **DECEMBER 31, 2011**, the Consolidated Statement of Financial Activities, and the Consolidated Statement of Changes in Financial Position for the year then ended.

These financial statements are the responsibility of the Village's Management. Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and to have in place such internal control as management determines necessary to enable the consolidated financial statements to be free from material misstatements, whether due to fraud or error.

Our responsibility is to express an opinion on the consolidated financial statements based on our audit and its result. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether these financial statements are free of material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures depend on the auditor's judgment, including the assessment of the risk of material misstatements of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of these consolidated financial statements in order to design audit procedures that are considered appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used, the reasonableness of accounting estimates made by management, and to evaluate the presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on these consolidated financial statements.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the **VILLAGE OF HARRISON HOT SPRINGS** as at **DECEMBER 31, 2011**, and the results of its financial activities for the year then ended in accordance with Canadian generally accepted accounting principles for local governments modified as disclosed in Note 1 to the consolidated Financial Statements. We report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

**McConnell, Voelkl**

CHARTERED ACCOUNTANTS

Hope, B.C., Canada

May 22, 2012

**Village of Harrison Hot Springs**  
**Consolidated Statement of Financial Position**  
**As at December 31, 2011**

	2011	2010
<b>Financial assets</b>		
Cash and investments (Note 3)	\$ 4,899,588	\$ 6,758,477
Accounts receivable (Note 4)	1,515,728	416,437
Lease receivable (Note 5)	44,961	48,417
MFA deposits (Note 6)	13,661	40,771
	6,473,938	7,264,102
<b>Financial liabilities</b>		
Accounts payable and accrued liabilities (Note 7)	811,699	564,391
Developer's deposits and other trust liabilities (Note 8)	128,020	161,166
Deferred revenue (Note 9)	530,653	427,575
Development cost charges (Note 10)	1,109,173	976,614
MFA demand notes (Note 6)	13,661	40,771
Capital lease (Note 11)	8,975	19,746
Long-term debt (Note 12)	50,505	434,921
Interim financing debt (Note 13)	1,000,000	1,200,000
	3,652,686	3,825,184
Net financial assets	2,821,252	3,438,918
<b>Non-financial assets</b>		
Tangible capital assets (Note 14, Schedule I)	28,986,165	25,851,185
Prepaid expenses	39,712	37,234
	29,025,877	25,888,419
<b>Accumulated surplus</b>	<b>\$ 31,847,129</b>	<b>\$ 29,327,337</b>
Represented by:		
Operating fund	\$ 1,960,144	\$ 1,816,922
Capital fund (Note 16)	743,518	1,043,575
Statutory reserve fund (Note 16)	1,216,783	2,270,321
Equity in tangible capital assets (Note 15)	27,926,684	24,196,519
	\$ 31,847,129	\$ 29,327,337

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

Approved on behalf of Mayor and Council

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

**Village of Harrison Hot Springs  
Consolidated Statement of Operations  
for the year ended December 31, 2011**

	<b>Budget</b>	<b>2011</b>	<b>2010</b>
	(Unaudited - note 22)		
<b>Revenue</b>			
Property taxes (Note 17)	\$ 2,231,950	\$ 2,183,269	\$ 2,235,815
Sale of services (Note 18)	713,050	734,138	618,236
Government transfers (Note 19)	4,265,700	2,844,232	619,730
Investment income	18,500	35,348	20,981
Penalties and interest	18,600	28,863	28,320
Development cost charges (Note 10)	257,000	-	296,407
Other	32,800	32,835	127,285
	<u>7,537,600</u>	<u>5,858,685</u>	<u>3,946,774</u>
<b>Expenses (Note 23)</b>			
Legislative	128,050	120,585	94,536
General government	940,290	911,069	659,685
Protective services	237,120	187,222	98,844
Public Works	237,420	194,423	223,230
Transportation services	142,850	123,820	79,862
Public health	2,700	2,134	2,360
Planning and development	71,100	22,214	60,374
Tourism, Community and Economic Development	105,280	94,529	159,555
Sustainability	28,000	28,840	-
Solid waste management and recycling	126,650	107,467	122,448
Beaches, parks, recreation and culture	400,820	402,274	364,220
Water services	145,850	158,207	131,670
Sewer services	268,290	251,152	222,086
Capital items expensed (Note 20)	-	120,340	243,305
Debt financing	65,310	60,582	61,299
Amortization (Note 1, Schedule I)	603,550	638,882	611,691
	<u>3,503,280</u>	<u>3,423,740</u>	<u>3,135,165</u>
Annual surplus	4,034,320	2,434,945	811,609
Prior period adjustment (Note 2, Note 21)	-	84,846	(349,675)
Accumulated surplus, beginning of year	29,327,337	29,327,337	28,865,403
	<u>\$ 33,361,657</u>	<u>\$ 31,847,128</u>	<u>\$ 29,327,337</u>

*Commitments and contingencies are specified in Note 24*

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

**Village of Harrison Hot Springs**  
**Consolidated Statement of Change in Net Financial Assets**  
**for the year ended December 31, 2011**

	<b>Budget</b>	<b>2011</b>	<b>2010</b>
	(unaudited - note 22)		
<b>Annual Surplus</b>	\$ 4,034,320	\$ 2,434,945	\$ 811,609
Acquisition of tangible capital assets	(6,850,500)	(3,778,719)	(1,472,446)
Amortization of tangible capital assets	603,550	638,882	611,691
Disposal of tangible capital assets at NBV	-	4,858	-
Prior period adjustment	-	84,846	(349,675)
	(2,212,630)	(615,188)	(398,821)
Acquisition of prepaid expenses	-	(39,712)	(37,234)
Use of prepaid expenses	-	37,234	24,363
	-	(2,478)	(12,871)
Increase (decrease) in net financial assets	(2,212,630)	(617,666)	(411,692)
Net financial assets, beginning of year	3,438,918	3,438,918	3,850,610
Net financial assets, end of year	\$ 1,226,288	\$ 2,821,252	\$ 3,438,918

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

**Village of Harrison Hot Springs  
Consolidated Statement of Cash Flows  
for the year ended December 31, 2011**

	2011	2010
Cash provided by (used in):		
Operating Activities:		
Annual surplus / (deficit)	\$ 2,434,945	\$ 811,609
Non cash items:		
Amortization	638,882	611,691
(Increase) Decrease in prepaid expenses	(2,479)	(12,871)
Prior period adjustment	84,846	23,373
Changes to financial assets / liabilities:		
Accounts receivable	(1,099,291)	361,100
Lease Receivable	3,456	3,313
Accounts payable and accrued liabilities	214,162	109,950
Deferred revenue	103,078	25,248
Development cost charges	132,560	(300,966)
<b>Net change in cash from operating activities</b>	<b>2,510,159</b>	<b>1,632,447</b>
Capital Activities:		
Disposal of tangible capital assets at net book value	4,858	-
Acquisition of tangible capital assets	(3,778,719)	(1,472,446)
<b>Net change in cash from capital activities</b>	<b>(3,773,861)</b>	<b>(1,472,446)</b>
Financing Activities:		
Debt repayment	(580,057)	(333,075)
Actuarial adjustments	(15,130)	(13,346)
<b>Net change in cash from financing activities</b>	<b>(595,187)</b>	<b>(346,421)</b>
<b>Net change in cash</b>	<b>(1,858,889)</b>	<b>(186,420)</b>
Cash and cash equivalents, beginning of year	6,758,477	6,944,897
<b>Cash and cash equivalents, end of year</b>	<b>\$ 4,899,588</b>	<b>\$ 6,758,477</b>

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

**Village of Harrison Hot Springs**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2011**

**1. Significant Accounting Policies**

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

a. Basis of consolidation

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

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

b. Revenue Recognition

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

c. Investments

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

d. Long-term debt

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

**Village of Harrison Hot Springs**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2011**

e. Non-financial assets

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

i. Tangible Capital Assets

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

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

ii. Contributions of tangible capital assets

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

iii. Works of art and cultural and historic assets

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

iv. Leased tangible capital assets

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

f. Use of estimates

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

**Village of Harrison Hot Springs**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2011**

**2. Change in Accounting Policy**

Gas Tax revenue and Resort Municipality Initiative revenue are now recorded as deferred revenue until such time that the revenue is used for an approved capital project.

**3. Cash and Investments**

	2011	2010
Restricted cash and investments		
Statutory Reserves	\$1,262,791	\$2,312,877
Non-statutory reserves	2,680,458	2,493,365
	3,943,249	4,806,242
Unrestricted cash and investments	956,339	1,952,235
<b>Total cash and investments</b>	<b>\$4,899,588</b>	<b>\$6,758,477</b>

**4. Account Receivable**

	2011	2010
Property taxes	\$138,866	\$124,545
Other governments	1,320,058	232,199
Trade and other	56,804	59,693
	\$1,515,728	\$416,437

**5. Lease Receivable**

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

	2011	2010
Balance, December 31, 2010	\$48,417	\$51,730
Less: Principal repayments	(3,456)	(3,313)
<b>Balance, December 31, 2011</b>	<b>\$44,961</b>	<b>\$48,417</b>

**Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011**

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

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

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

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

	2011	2010
Cash deposits	\$13,661	\$40,771
Demand notes	\$13,661	\$40,771

**7. Accounts Payable and Accrued Liabilities**

	2011	2010
Trade and other	\$459,696	\$495,977
Holdbacks payable	348,463	56,049
Other government	2,750	185
Accrued benefits	790	12,180
	<b>\$811,699</b>	<b>\$564,391</b>

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

	2011	2010
Property and event damage deposits	\$91,726	\$124,438
Non-refundable deposits	27,002	26,640
Letter of credit	2,940	2,900
Community groups funds held in trust	6,352	7,188
	<b>\$128,020</b>	<b>\$161,166</b>

**Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011**

**9. Deferred Revenue**

	2011	2010
Prepaid taxes	\$118,809	\$ 39,372
Gas tax	389,290	373,048
Facility rentals and other	22,554	15,155
	<u>\$530,653</u>	<u>\$427,575</u>

**10. Development Cost Charges**

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

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer	\$ 912,400	\$ 49,922	\$12,184	\$ -	\$974,506
Water	64,214	69,599	854	-	134,667
	<u>\$ 976,614</u>	<u>\$ 119,521</u>	<u>\$13,038</u>	<u>\$ -</u>	<u>\$1,109,173</u>

**11. Capital Lease Liability**

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

2012	\$8,975
------	---------

Total interest expense calculated on a straight line basis during the year was \$734 (\$734 in 2011). Total interest over the term of the lease is \$2,934.

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011

12. Long-Term Debt

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
<b>General Fund</b>					
MFA Issue 75	\$199,958	\$ -	\$194,956	\$5,002	\$ -
<b>Sewer Fund</b>					
MFA Issue 60	61,666	-	5,368	5,793	50,505
<b>Water Fund</b>					
MFA Issue 75	173,297	-	168,962	4,335	-
	\$434,921	\$ -	\$369,286	\$15,130	\$50,505

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

	2012	2013	2014	2015	2016
Sewer Fund	\$5,368	\$5,368	\$5,368	\$5,368	\$5,368

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

13. Interim Financing

In 2009 the Village borrowed \$1,500,000 under the Interim Financing Program from the Municipal Finance Authority of British Columbia for the purpose of constructing a new water reservoir. The Village has until 2014 to pay back the principal amount. Any principal balance unpaid will be converted into long-term debt at that time. The Village can pay down any amount on the principal in each of the next three years. Interest is paid monthly. During the year the Village paid \$20,287 in interest.

	2011	2010
Balance, December 31, 2009	\$1,200,000	\$ 1,500,000
Principal repayments	(200,000)	(300,000)
Balance, December 31, 2010	\$1,000,000	\$1,200,000

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011

**14. Tangible Capital Assets**

	2011	2010
Land	\$9,984,913	\$9,984,913
Buildings	1,243,963	539,958
Equipment, furniture and vehicles	357,894	403,285
Engineering structures:		
Water	5,202,918	5,263,613
Sewer	2,350,852	2,375,922
Drainage	1,224,572	1,226,210
Roads	3,797,108	4,028,755
Other	1,374,582	964,098
Other tangible capital assets	3,449,363	1,064,431
<b>Total</b>	<b>\$28,986,165</b>	<b>\$25,851,185</b>

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

The Village has \$3,421,597 of tangible capital assets under construction at December 31, 2011.

**15. Equity in Tangible Capital Assets**

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

	2011	2010
Equity in TCA, beginning of year	\$24,196,519	\$22,989,343
Add: Capital acquisitions	3,778,719	1,472,446
Debt principal repayment	580,056	333,075
Actuarial adjustment	15,130	13,346
Less: Amortization		
Dispositions at NBV	(4,858)	-
Amortization	(638,882)	(611,691)
<b>Equity in TCA, end of year</b>	<b>\$27,926,684</b>	<b>\$24,196,519</b>

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011

16. Accumulated Surplus

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

	2011	2010
<b>Surplus:</b>		
Invested in tangible capital assets	\$27,926,684	\$24,196,519
Operating fund	1,960,144	1,816,922
<b>Total surplus</b>	<b>29,886,828</b>	<b>26,013,441</b>
<b>Reserves set aside by Council:</b>		
<b>Capital Fund Reserves</b>		
Assessment appeal	18,411	116,930
Beach	34,539	34,087
Building	56,942	56,196
Contingencies	10,423	10,286
Dock replacement	26,976	26,622
Flood box / drainage	14,122	13,937
General	26,718	26,368
Insurance	9,049	8,930
Memorial Hall restoration	8,530	8,138
Parking / traffic management	25,081	-
Office equipment	21,191	20,914
Property	43,121	42,556
Road/Sidewalk	12,252	110,782
Sick leave/Retirement	83,145	159,105
Resort Municipality Initiative	-	155,277
Sewer	255,283	181,813
Water	97,735	71,634
<b>Total Capital Fund Reserves</b>	<b>743,518</b>	<b>1,043,575</b>
<b>Statutory Fund Reserves:</b>		
Community amenities	19,506	89,904
Fire department capital	455,532	424,725
Land unexpended funds	7,361	7,263
Parkland acquisition	17,468	116,021
Public works capital	69,075	68,157
Sewage treatment replacement	550,228	1,459,261
Sewer unexpended funds	75,903	74,796
Port Divestiture income	21,710	30,194
<b>Total Statutory Fund Reserves</b>	<b>1,216,783</b>	<b>2,270,321</b>
	<b>\$31,847,129</b>	<b>\$29,327,337</b>

Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011

17. Taxation

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

	Budget	2011	2010
<b>Taxes collected</b>			
Municipal property taxes	\$1,786,500	\$1,748,531	\$1,789,338
Municipal debt taxes	26,100	25,591	26,149
Frontage taxes - Sewer	197,500	198,262	198,262
Frontage taxes - Water	185,550	185,303	185,892
1 % Utility taxes	30,200	30,327	30,024
Payments in lieu of taxes	6,100	6,410	6,146
School taxes	1,318,400	1,306,412	1,346,762
Regional District	64,300	63,697	79,319
Regional Hospital District	115,200	114,267	122,851
Police tax	111,300	110,510	106,257
Other agencies	32,800	32,518	34,611
	3,873,950	3,821,828	3,925,611
<b>Less transfers to other governments</b>			
School District	1,318,400	1,315,164	1,346,762
Regional District	64,300	64,295	79,319
Regional Hospital District	115,200	115,229	122,848
Police	111,300	111,114	106,257
Other agencies	32,800	32,757	34,610
	1,642,000	1,638,559	1,689,796
<b>Net taxes available for municipal purposes</b>	<b>\$2,231,950</b>	<b>\$2,183,269</b>	<b>\$2,235,815</b>

18. Sale of Services, User Rates, Rentals

	Budget	2011	2010
Sewer user fees	\$320,000	\$317,328	\$319,209
Water user fees	167,000	177,447	166,981
Curbside collection fees	88,000	90,423	-
Licenses and permits	43,300	46,625	30,699
Facility rentals	85,400	95,613	88,907
Fines	5,300	2,655	6,235
Other	4,050	4,047	6,205
<b>Total</b>	<b>\$713,050</b>	<b>\$734,138</b>	<b>\$618,236</b>

**Village of Harrison Hot Springs**  
**Notes to the Consolidated Financial Statements**  
**For the year ended December 31, 2011**

**19. Government Transfers**

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

	Budget	2011	2010
<b>Provincial:</b>			
Conditional			
Infrastructure - wastewater treatment plant	\$1,452,000	\$818,183	32,317
Infrastructure - water main extension	-	-	40,407
Resort Municipality Initiative	307,000	289,598	330,772
Water treatment plant	225,000	-	-
McComb's Drive bridges	400,000	400,000	-
Other	700	542	2,425
Unconditional	429,000	436,756	89,214
<b>Federal:</b>			
Conditional			
Infrastructure - wastewater treatment plant	1,360,000	818,183	32,317
Gas tax	92,000	80,970	92,278
	<b>\$4,265,700</b>	<b>\$2,844,232</b>	<b>\$619,730</b>

**20. Capital items expensed**

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

**21. Prior period adjustment**

Prior period adjustments represent the accumulated effect of recording Development Cost Charge Revenue, Gas Tax Revenue and Resort Municipality Initiative revenue only in the year that the revenue is actually used for a particular capital project. Any unused revenue is recorded as Deferred Revenue

**Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011**

**22. Budget Data**

The unaudited budget data presented in these consolidated financial statements is based upon the 2011 operating and capital budgets adopted by Council on May 9, 2011. The chart below reconciles the approved balanced budget to the budget figures reported in these consolidated financial statements.

<b>2011 Adopted Operating and Capital Budget</b>	<b>Budget Amount</b>
Revenues:	
Operating budget	\$3,444,600
Capital budget	4,093,000
<b>Total revenue</b>	<b>7,537,600</b>
Expenses:	
Operating budget	3,503,280
Capital budget	4,034,320
<b>Total expenses</b>	<b>7,537,600</b>
<b>Budgeted surplus (deficit)</b>	<b>\$ -</b>
<b>Budgeted surplus (deficit)</b>	<b>\$ -</b>
Add:	
Transfers from reserves	2,865,000
Transfer from surplus	45,000
Amortization	603,550
Borrowing	225,000
Less:	
Capital expenses	(6,850,500)
Transfers to reserves	(343,000)
Principal repayments	(579,370)
<b>Annual budgeted surplus (see statement of operations page 4)</b>	<b>\$4,034,320</b>

**23. Classification of Expenses by Object**

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

	<b>Budget</b>	<b>2011</b>	<b>2010</b>
Salaries, wages and employee benefits	\$1,316,000	\$1,290,586	\$1,158,094
Operating materials and supplies	502,500	428,791	360,671
Contracted services	274,100	194,680	115,184
Administrative services and supplies	489,720	433,271	360,789
Utilities	125,700	129,044	116,801
Rentals and contractual obligations	126,400	127,564	107,331
Debt financing	65,310	60,582	61,299
Other	-	120,340	243,305
Amortization	603,550	638,882	611,691
<b>Total expenditures by object</b>	<b>\$3,503,280</b>	<b>\$3,423,740</b>	<b>\$3,135,165</b>

**Village of Harrison Hot Springs  
Notes to the Consolidated Financial Statements  
For the year ended December 31, 2011**

**24. Commitments and Contingencies**

- a. The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the plan, including investment of the assets and administration of benefits. The plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 173,000 active members and approximately 63,000 retired members. Active members include approximately 35,000 contributors from local governments.

The latest valuation as at December 31, 2009 indicated an unfunded liability of \$1,024 million for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. Defined contribution plan accounting is applied to the Plan as the Plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with result that there is no consistent and reliable basis for allocating the obligation, Plan assets and cost to individual entities participating in the Plan.

The Village of Harrison Hot Springs paid \$82,465 for employer contributions to the plan in fiscal 2011.

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

**25. Significant Taxpayer**

The Village is reliant upon one taxpayer for approximately 23 % of the property tax revenue.

**26. Comparative Figures**

Certain balances of the preceding year have been reclassified to conform to the current year's financial statement presentation.

**Village of Harrison Hot Springs**  
**CONSOLIDATED STATEMENT OF TANGIBLE CAPITAL ASSETS**  
 For the Year Ended December 31, 2011

	Land	Building	Equipment / Furniture / Vehicles	Engineering Structures				Other Tangible Capital Assets	2011 Total	2010 Total
				Water	Sewer / Drainage	Roads	Other			
<b>COST</b>										
Opening Balance	\$ 9,984,913	\$ 1,216,952	\$ 1,479,290	\$ 6,069,049	\$ 6,877,709	\$ 7,215,984	\$ 1,274,801	\$ 1,191,105	\$ 35,309,803	\$ 33,847,856
Add: Additions	-	768,549	30,387	25,000	88,041	-	477,657	3,283,214	4,672,848	3,127,194
Less: Disposals	-	-	-	-	(9,689)	-	-	(894,129)	(903,818)	(1,665,247)
Less: Write-downs	-	-	-	-	-	-	-	-	-	-
Closing Balance	9,984,913	1,985,501	1,509,677	6,094,049	6,956,061	7,215,984	1,752,458	3,580,190	39,078,833	35,309,803
<b>ACCUMULATED AMORTIZATION</b>										
Opening Balance	-	676,994	1,076,005	805,436	3,275,577	3,187,229	310,703	126,674	9,458,618	8,857,426
Add: Amortization	-	64,544	75,778	85,695	109,892	231,647	67,173	4,153	638,882	611,691
Less: Acc. Amortization on Disposals	-	-	-	-	(4,832)	-	-	-	(4,832)	(10,499)
Closing Balance	-	741,538	1,151,783	891,131	3,380,637	3,418,876	377,876	130,827	10,092,668	9,458,618
Net Book Value for year ended December 31, 2009	\$ 9,984,913	\$ 1,243,963	\$ 357,894	\$ 5,202,918	\$ 3,575,424	\$ 3,797,108	\$ 1,374,582	\$ 3,449,363	\$ 28,986,165	\$ 25,851,185





**HARRISON HOT SPRINGS**

*Naturally Refreshed*

**VILLAGE OF HARRISON HOT SPRINGS**

**REPORT TO COUNCIL**

**TO:** Mayor and Council **DATE:** May 15, 2012

**FROM:** Andre Isakov,  
Community and Economic Development Officer **FILE:** 4520-20-09-05

**SUBJECT:** Harrison Festival of the Arts

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**ISSUE:** Council's consideration to the Festival of the Arts for financial assistance.

**BACKGROUND:**

The 34<sup>th</sup> annual Festival of the Arts will take place in Harrison Hot Springs from July 7<sup>th</sup> to 15<sup>th</sup> of this year. Over the years, the Festival has become synonymous with summer in the Village and has become a major tourist draw to the Community.

The Festival organisers have informed the Village staff that this year due to grant cutback from various sources the Festival is struggling financially to put on the program. The Festival organisers have approached the Village with a request for financial assistance in the amount of \$12,500.

Although the identified \$20,000 fund from events in 2012 has already been allocated, there is some flexibility in the 2012 Resort Development Strategy to re-prioritizes funding to allow for financial support for the Festival of the Arts.

The staff are working on developing an event funding approval plan which will be in place for 2013. The approval process will outline the application requirements and evaluation criteria. The goal is to make sure that RMI funds are utilized for intended purpose – supporting tourism and enhancing visitor experience to maximize the number of visits and overnight stays in Harrison Hot Springs.

**RECOMMENDATION:**

**THAT** Council approve a \$12,500 contribution for Festival of the Arts in 2012 from the Resort Municipality Initiative fund in order to support tourism in Harrison Hot Springs and increase the number of visits and overnight stays in the community.

Respectfully submitted for your consideration;



---

Andre Isakov  
Community & Economic Development Officer

**DIRECTOR OF FINANCE COMMENTS:**



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Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**



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Ted Tisdale  
Chief Administrative Officer

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**A bylaw to amend Council Procedure Bylaw No. 997**

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to amend Council Procedure bylaw No. 997, 2011;

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

**1. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Council Procedure Bylaw Amendment Bylaw No. 1002, 2012."

**2. AMENDMENT**

Page 11, under heading 12. Minutes of Meetings, amend (d) to read:

- (a) Audio recordings are not official records of meetings but are available to the public for a fee approved by Council.

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

In Compliance with section 124(3) of the *Community Charter*, public notice was given March 30, 2012 and April 5, 2012 in accordance with section 94 of the *Community Charter*.

READ A FIRST TIME THIS    DAY OF MAY, 2012

READ A SECOND TIME THIS    DAY OF MAY, 2012

READ A THIRD TIME THIS    DAY OF MAY, 2012

ADOPTED THIS    DAY OF MAY, 2012

---

Mayor

---

Corporate Officer



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**A bylaw to amend Boat Launch and Parking Lot Regulation Bylaw No. 970**

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to amend Boat Launch and Parking Lot Regulation bylaw No. 970, 2011;

**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 Boat Launch and Parking Lot Regulation Amendment Bylaw No. 1007, 2012."

**2. AMENDMENT**

On page 1 a new section be added:

**2. DEFINITIONS**

**"Same Day"** means calendar day.

The subsequent sections are to be renumbered.

On page 1, the following sections are amended to read:

3. That a day pass allows the holder to launch and retrieve a boat from the boat launch ramp and to park one towing vehicle and one boat trailer only in the boat launch parking area for the same day (provided parking space is available).
4. That a seasons pass for the use of the facilities may be purchased each year, payable in advance. A seasons pass entitles the holder to launch and retrieve one boat from the boat launch ramp and to park one towing vehicle and one boat trailer only for the same day (provided parking space is available).

5. As an alternative to purchasing a seasons pass, an applicant may purchase a fleet pass, payable in advance at the Village Office. A fleet pass entitles the holder to only launch and retrieve boats that the holder may own, lease, charter or broker and that have been registered with the Village Office under the fleet pass. Each registered boat on the fleet pass is entitled to park one towing vehicle and one boat trailer only for the same day (provided parking space is available).
  
6. Any day pass, seasons pass or fleet pass holder that requires parking beyond the included same day limit, must purchase an additional parking pass from the boat launch attendant for the required amount of days.

READ A FIRST TIME THIS DAY OF , 2012

READ A SECOND TIME THIS DAY OF , 2012

READ A THIRD TIME THIS DAY OF , 2012

ADOPTED THIS DAY OF MAY, 2012

\_\_\_\_\_  
Mayor

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



**VILLAGE OF HARRISON HOT SPRINGS**

**BYLAW NO. 1008**

**A bylaw to amend the Municipal Dock Regulation Bylaw No. 991**

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**WHEREAS** the Village of Harrison Hot Spring has deemed it advisable to amend Municipal Dock Regulation Bylaw No. 991;

**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 Municipal Dock Regulation Amendment Bylaw No. 1008, 2012".

**2. TEXT AMENDMENT**

a. On page 4, Item 21 (1) and (2) Time Limit be deleted and replaced with the following:

(1) No vessel, watercraft or seaplane shall moor at a public dock for a period in excess of twelve (12) hours and cannot be moored overnight except under the following circumstances:

- a. Longer or overnight moorage is required in support of a Council approved Community event; or is supporting a tourism activity; and
- b. Is subject to the issuance of a special permit approved by the Chief Administrative Officer.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF , 2012

READ A SECOND TIME THIS DAY OF , 2012

READ A THIRD TIME THIS DAY OF , 2012

ADOPTED THIS DAY OF , 2012

---

Mayor

---

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 987

A bylaw to regulate signs

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

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

1. **CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Sign Bylaw No. 987, 2011".

2. **INTERPRETATIONS**

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

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

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

**"Civic Properties"** means property owned by the Village and highways.

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

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

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

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

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

### 3. **PURPOSE**

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

### 4. **GENERAL PROVISIONS**

- 4.1 Signs may be erected or lit providing they do not interfere with the visibility of a traffic control device or to interfere with an access or egress from a highway or intersection.
- 4.2 Signs may be equipped with flashing, oscillating or moving lights or beacons providing they do not cast a direct beam on any highway or business/residential premises or to interfere with the visibility of a motorist on a highway.
- 4.3 Only signs owned by Federal and Provincial Governments or the Village shall be permitted on a road right-of-way or on property owned by the Village, unless otherwise provided for in this bylaw.
- 4.4 Signs or part thereof shall not be suspended or projected over a highway right-of-way or property owned by the Village unless approved by the Village.
- 4.5 Signs projecting over private pedestrian area shall have a clearance to the underside of the projection of at least 2.5 metres above grade.
- 4.6 Signs shall not project over a travel portion of a lane or road right-of-way.
- 4.7 All signs must be aesthetically pleasing in appearance and maintained in a good state of repair pursuant to the Village’s Sign Design Guidelines
- 4.8 Only signs authorized by the Village are permitted within the lakeshore beach area.

### 5. **PROHIBITIONS**

- 5.1 Except as provided elsewhere in this bylaw the following are prohibited.
  - a) Billboard signs
  - b) A sign located on a balcony or roof of a building
  - c) Signs in residential zones
  - d) A sign erected on Village owned property or highway

- e) A sign situated on walls, fences or elsewhere on or adjacent to a highway or public place that exhibits writing or pictures or the writing of words or making of pictures or drawings which are indecent or may tend to corrupt or demoralize or considered grossly insulting language rather immoral or indecent
- f) Signs or notices affixed to telephone/hydro poles.

## **6. EXEMPTIONS**

6.1 The following signs are exempt from this bylaw.

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

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

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

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

## **8. APPLICATION**

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

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

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

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

- a) Signs shall not extend beyond the property line and shall not interfere with public safety.
- b) Only one sign shall be allowed on each property except
  - i) properties having a frontage of greater than 15 metres and an area exceeding  $\frac{1}{4}$  hectare one freestanding sign shall be permitted for each additional  $\frac{1}{4}$  ha or part thereof, or
  - ii) property situated on a corner lot one freestanding sign shall be permitted adjacent to each intersecting highway.

- c) Business/Premise signs shall only be permitted in commercial and institutional zoned properties and shall be restricted to advertise the business(es) on that property unless otherwise provided for in this bylaw.

### **9.2 Village's Capital Works – Temporary Sign**

For any business that may be affected by the Village's capital works or other construction projects may with the approval of the Village place a temporary business sign on road right-of-way or other commercial properties subject to the following:

- a) prior permission is granted by the Village or Commercial Property owner.
- b) the sign is removed within 10 days of completion of the capital works or other construction project or where the construction no longer interferes with the business to which the sign pertains.
- c) the copy area of the sign shall not exceed 4 square metres.

### **9.3 Sandwich Board Signs**

Sandwich board signs will be permitted subject to the following conditions:

- a) Up to three (3) signs per business
- b) the sandwich board sign may only be displayed adjacent to or within 300 metres of the business owner's property.
- c) as determined by the building inspector or bylaw enforcement officer the sign shall not be placed in a manner that is a nuisance to or impede vehicle or pedestrian traffic or is a safety hazard.
- d) the sign shall not be located in parking areas or parking stalls.
- e) the sign must be kept in clean and good repair and in a presentable condition at all times, as determined by the Bylaw Enforcement Officer.
- f) the Village at its sole discretion may have the signs removed if the owner fails to do so on notice by the Village.

### **9.4 Freestanding Signs**

- a) Freestanding signs are permitted subject to the following:
  - i) the number of freestanding sign located on the site shall not exceed the greater of 1 per each street frontage of the site or 1 for each 2 businesses located on the site.

- ii) the area of the freestanding sign shall not exceed 4 square metres plus an additional 1 square metre for each 15 metres of street frontage of the site which abuts the street, provided that the maximum area of a freestanding sign shall not exceed 8 square metres.
- iii) the maximum height of a freestanding sign shall not exceed 10 metres.

### **9.5 Third Party Signs**

- a) Third party signs including signs advertising the property for sale are permitted subject to the following conditions:
  - i) Third party signs may be permitted in commercially zoned properties or residential properties of 1 acre or greater located adjacent to Hot Springs Road.
  - ii) if the property is occupied by a business activity or residence up to two third party signs may be permitted.
  - iii) If it is vacant commercial property up to three third party signs may be permitted.
  - v) third party signs may have a copy area not greater than 4 square metres.
  - vi) all third party signs must be renewed annually.

### **9.6 Promotional Signs**

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

### **9.7 Home Occupation**

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

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

#### **9.8 Election signs**

- a) Election signs are permitted subject to the following:
  - i) every candidate who posts or displays an election sign on civic property shall remove the sign within 7 days after the election. Failure to remove the sign will result in a fine under the Bylaw Notice Enforcement Bylaw.
  - ii) election signs shall only be posted or displayed during the election period
  - iii) no signs shall be posted or displayed on or near civic property or sidewalk in a manner which interferes with motorist visibility or represents a safety hazard to the pedestrian traffic.

#### **10. ENFORCEMENT**

- a) the Bylaw Enforcement Officer or Building Inspector are hereby empowered to:
  - i) enter at all reasonable times onto any property subject to the regulation of this bylaw to ascertain whether the regulations or directions are being observed.
  - ii) order a person who is violating any of the provisions of this bylaw to comply with such provisions within the time specified.
  - iii) order a "stop work" if any part of the work is proceeding in contravention of any of the provisions of this bylaw if there is an unsafe condition on the real property on which the work is being carried out.
  - iv) order the removal of any sign or part thereof constructed or maintained in contravention of any of the provisions of this bylaw or building code.
  - v) revoke the permit issued under this bylaw or building code if:
    - a) there is contravention of the bylaw
    - b) if the permit was issued in error
    - c) if the permit was issued on the basis of incorrect information or;

d) any fees required to be paid in this bylaw have not been paid.

**11. PENALTIES**

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

**12. REPEAL**

That "Village of Harrison Hot Springs Sign Bylaw No. 949, 2010 be hereby repealed in its entirety.

**13. READINGS AND ADOPTION**

READ A FIRST TIME THIS 12<sup>TH</sup> DAY OF SEPTEMBER, 2011

AMENDED AND READ A SECOND TIME THIS 12<sup>TH</sup> DAY OF SEPTEMBER, 2011

READ A THIRD TIME THIS 12<sup>TH</sup> DAY OF SEPTEMBER, 2011

ADOPTED THIS 19<sup>TH</sup> DAY OF SEPTEMBER, 2011

\_\_\_\_\_  
Mayor

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

BYLAW NO. 987 SIGN SCHEDULE "A"

**Fee Schedule**

- |   |         |
|---|---------|
| 1. All signs except sandwich boards,<br>elections and temporary signs | \$50.00 |
|---|---------|



**A bylaw to amend Sign Bylaw No. 987**

---

**WHEREAS** the Village of Harrison Hot Spring has deemed it advisable to amend Sign Bylaw No. 987;

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

**1. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Sign Amendment Bylaw No. 1009, 2012".

**2. TEXT AMENDMENT**

a. On page 4, General Provisions add the following:

4.9 Election or commercial signs will not be permitted within 100 meters of the Village Office or at the Memorial Hall property.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF , 2012

READ A SECOND TIME THIS DAY OF , 2012

READ A THIRD TIME THIS DAY OF , 2012

ADOPTED THIS DAY OF , 2012

---

Mayor

---

Corporate Officer



**A bylaw to amend the Business Licensing and Regulation Bylaw No. 945**

**WHEREAS** the Village of Harrison Hot Spring has deemed it advisable to amend Business Licensing and Regulation Bylaw No. 945;

**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 Business Licensing and Regulation Amendment Bylaw No. 1010, 2012".

**2. TEXT AMENDMENT**

a. On page 8, Item (b) Buskers the following be deleted:

- (vii) Only 3 busker licences will be issued on a "first come first served basis" with preference to residents of the Village.

**3. READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF , 2012

READ A SECOND TIME THIS DAY OF , 2012

READ A THIRD TIME THIS DAY OF , 2012

ADOPTED THIS DAY OF , 2012

\_\_\_\_\_  
Mayor

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



VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 945

**A bylaw provide for the licencing and regulation of business.**

---

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to establish a Business Licencing and Regulation bylaw.

**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, "Business Licencing and Regulation Bylaw No. 945, 2010".

**2. INTERPRETATION**

In this Bylaw:

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

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

**"Business Licence Administrator"** means the person appointed by Council or the designate to administer the provisions of this bylaw.

**"Busker"** mean a performance in performing arts generally comprising of a event in which an individual or group provide free entertainment to the public.

**"Contractor"** means a person who carries on the Business of performing construction, alteration, repair work, or maintenance upon a building, structure, or other improvement.

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

**"Daycare"** means a Business that provides a daycare, pre-school or playschool.

**"Fire Prevention Officer"** means a member of the Village's Fire Department authorized by the Village Council or the Fire Chief to inspect premises under this Bylaw.

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

**"Improvement"** means anything constructed, or added to, in, upon, or under land.

**"Licence"** means a valid and subsisting business Licence issued and approved pursuant to this Bylaw.

**"Licencee"** means the person who holds a Licence issued pursuant to this Bylaw.

**"Licence Inspector"** means a person appointed by Council as a bylaw enforcement officer or Licence inspector for the purpose of enforcing this Bylaw.

**"Non-Profit Society"** means a charitable society or organization that is incorporated and in good standing under the *Society Act* of British Columbia, as amended from time to time.

**"Premises"** means a building, portion of a building or an area of land where a Business is carried on.

**"Public Property"** means beachfront or Village highways.

**"Vendor"** means a person who, either on his own account or as an officer, servant, or agent of another, sells or offers for sale food items, excluding liquor, from a Vending Cart.

**"Vending Cart"** means a self-contained hand mobile apparatus or other vehicle, excluding a motorized vehicle, used for the sale of food items other than liquor.

**"Village"** means Village of Harrison Hot Springs.

## **DIVISION 1 – BUSINESS LICENCING**

### **3. LICENCE REQUIREMENT**

- (a) No person shall carry on business in the Village without a Licence.
- (b) Every person who owns or operates any business within the Village shall apply for, obtain, and hold a Licence for each business.
- (c) Every person who carries on business from more than one premise in the Village shall obtain a separate Licence for each premises.
- (d) Notwithstanding the provisions of this Bylaw, no Licence shall be required for the rental of a single family dwelling to five or fewer unrelated persons, or for the rental of fewer than five suites in a multi-family building.

#### 4. INITIAL LICENCE APPLICATION

- (a) An application for an initial Licence for a business shall be made on the application form as approved by the Business Licence Administrator.
- (b) Every application for an initial Licence for a Business shall include a detailed description of the premises in or upon which the applicant intends to carry on business.
- (c) Every application for an initial Licence for a business that handles food or food products, daycare, hairdressers, estheticians, and other businesses as defined by the Fraser Health Authority shall also be accompanied by written confirmation that the premises for the proposed business comply with the health regulations of the Fraser Health Authority.
- (d) Where an applicant applies for more than one Licence, the particulars of each Licence applied for shall be included on a separate application form.
- (e) The application form shall be delivered to the Business Licence Administrator and shall be accompanied by the fee prescribed in Schedule "A" to this Bylaw.
- (f) Every Non-Profit Society that carries on a Business as an incident to its purposes is required to hold a valid and subsisting Licence for such Business.
- (g) Notwithstanding the provisions of Schedule "A" of this Bylaw, where a Non-Profit Society is registered as a charity under the *Income Tax Act* of Canada, as amended from time to time, no fee shall be charged by the Village for such Licence.

#### 5. LICENCE FEE

- (a) Every person who applies for a Licence shall pay to the Village, in advance, the applicable Licence fee prescribed in Schedule "A" to this Bylaw.
- (b) Notwithstanding the preceding section, the annual Licence fee prescribed in Schedule "A" shall be reduced by one-half in respect of a Licence issued after July 31st in any year.
- (c) No refund of an annual Licence fee shall be made on account of any person ceasing to carry on the Business in respect of which the Licence was granted at any time. The Licence fee shall be refunded only if the Licence application is withdrawn prior to issuance of the Licence or if issuance of the Licence is refused.

## 6. APPLICATION FEE

- (a) Notwithstanding section 5, a person who has applied for a Licence and who carries on the business in more than one calendar year, without the said Licence having been issued on account of non-compliance with this Bylaw or with any other enactment related to the conduct of the business, shall pay to the Village an annual application fee that shall be two times the annual Licence fee for such business prescribed in Schedule "A".
- (b) Such annual application fee shall be due and payable on June 30<sup>th</sup> of the second calendar year and of each subsequent year in which the business remains in operation without a Licence.
- (c) Where an applicant has paid the application fee prescribed in section 5(a) and subsequently qualifies for a Licence, no Licence fee shall be charged for the remainder of that calendar year.
- (d) Where an applicant who is carrying on business without a Licence qualifies for a Licence before June 30<sup>th</sup> in a calendar year, and the applicant has not paid the annual application fee for that calendar year, the regular Licence fee shall be charged in accordance with Schedule "A".

## 7. LICENCE PERIODS

- (a) Subject to Sections 5 (a) and (b), Licences shall be granted as annual Licences for a period commencing each January 1<sup>st</sup> and expiring each December 31<sup>st</sup>.
- (b) The period for a Licence in respect of a theatre including an amusement hall, concert hall, music hall, rink, amusement park or other place of amusement, entertainment or exhibition, may be six months, three months or one day, and the period requested shall be by written application of the applicant.

## 8. DISPLAY OF LICENCE

Every Licencee shall keep the Licencee's copy of the Licence posted in a conspicuous place on the premises in respect of which the Licence is issued. Where the Licencee has no business premises in the Village, the Licence shall be carried upon the Licencee's person at all times when the Licencee is engaged within the Village in the business for which the Licence was issued.

## 9. EFFECT OF LICENCE

- (a) A Licence authorizes only the person named in the Licence to carry on only the business described in the Licence, and only at the premises or locations described in the Licence.

- (b) A Licence is not a representation or warranty that the Licenced business or the business premises comply with the bylaws of the Village or with any other regulations or standards.

#### 10. LICENCE RENEWAL

- (a) The Village may forward a Business Licence Invoice on or before November 30<sup>th</sup> in each year, to every Licencee. Notwithstanding this section, the Licencee shall be responsible for obtaining and submitting a Business Licence Invoice as required.
- (b) A Licencee who proposes to renew a Licence shall submit the Business Licence Invoice and the Annual Licence Fee to the Village prior to expiry of the Licence on December 31<sup>st</sup>.
- (c) If a Licensee fails to renew a Licence in accordance with 6(b), and subsequently fails to renew the Licence prior to March 1<sup>st</sup> of the next year, then, in addition to the annual Licence fee, that person shall pay a late payment fee of \$50.00.
- (d) A Licence is renewed upon receipt of the business Licence and payment of the Annual Licence Fee.

#### 11. LICENCE TRANSFERS - NEW PREMISES

- (a) No person shall carry on a business upon any premises other than those described in the initial Licence application without first making an application under this section for a new Licence or for a transfer of the original Licence.
- (b) Any person proposing to obtain a transfer of a Licence with respect to a change of premises shall make application as required, and the powers, conditions, requirements, and procedures relating to the initial Licence application apply, except as to Licence fees.

#### 12. LICENCE TRANSFERS - PERSON TO PERSON

- (a) Any person who acquires a business or a controlling interest in any business from any person Licenced under this Bylaw shall not carry on such business without first having obtained approval for a transfer of the Licence.
- (b) Any person proposing to obtain a transfer of a Licence held by any other person shall make application as required, and the powers, conditions, requirements, and procedures relating to the initial Licence application apply, except as to Licence Fees and the requirements of 4(c).

**13. TRANSFER FEES**

- (a) The fee payable in respect of a person to person Licence transfer, a change of name Licence transfer or a change of premises Licence transfer, shall be \$50.00.

**14. CHANGES IN LICENCE CONDITIONS**

No Licencee shall change any condition upon which the Licence fee is based without first making an application, paying any additional Licence fee payable under this Bylaw as a result of such changes, and obtaining a new Licence.

**15. GRANTING OF A LICENCE**

- (a) The Business Licence Administrator may grant or transfer a Licence under this Bylaw where the Business Licence Administrator is satisfied that the applicant has complied with the requirements of this Bylaw and any other Village bylaw related to the conduct of the Business.
- (b) In granting or renewing a Licence, the Business Licence Administrator may impose terms and conditions in relation to the following aspects of the Business:
- (i) hours of operation
  - (ii) occupant load
- (c) The Business Licence Administrator may also refer the application to Council to impose terms and conditions.

**16. INSPECTIONS**

The Business Licence Administrator or a Licence Inspector, Fire Chief or Bylaw Enforcement Officer of the Village may enter at all reasonable times on any property that is subject to the bylaw, to ascertain whether the regulations in this Bylaw are being observed.

**17. REFUSAL OF A LICENCE**

An application for a Licence or renewal of a Licence may be refused in any specific case, but

- (a) the application must not be unreasonably refused; and
- (b) reasons for the refusal must be provided to the applicant.

**18. SUSPENSION AND CANCELLATION OF LICENCES**

Subject to the *Community Charter*, Council may suspend or cancel a Licence for reasonable cause. Before suspending or cancelling a licence, the licence holder must be given notice of the proposed action and an opportunity to be heard.

- (a) One or more of the following circumstances may, without limitation, constitute reasonable cause for suspension or cancellation of a Licence:
- (i) the Licensee has made a false declaration or has misrepresented or concealed a material fact with respect to the application for a Licence;
  - (ii) the Licensee fails to maintain the standard of qualification required to carry on the Business for which the Licence was issued or with respect to the Premises for which the Licence was issued;
  - (iii) the Licensee has failed to comply with this Bylaw or with a term or condition of the Licence;
  - (iv) in the opinion of the Council, the Licensee has engaged in misconduct with respect to the Business or Premises named in the Licence, which misconduct warrants the suspension or cancellation of the Licence;
  - (v) the Licensee is found to have committed a violation of any applicable Village bylaw or is convicted of an offence under a Federal or Provincial enactment in respect of the Business for the which the Licence was issued or with respect to the Premises for which the Licence was issued;
  - (vi) the Licensee is convicted of an indictable offence in Canada, which offence is, in the opinion of the Council, directly related to the conduct of the Business.

19. A licence that has been suspended may be reinstated when the conditions of the licence have been satisfied.

**20. RIGHT OF RECONSIDERATION BY COUNCIL**

- (a) If the Business Licence Administrator suspends or cancels the licence, has refused to grant a Licence, or has imposed a term or condition that the applicant considers is unreasonable, the applicant who is subject to the decision is entitled to have Council reconsider the matter.
- (b) On reconsideration of the application, Council may either sustain, refuse or amend the application or its terms or conditions

## 21. EXEMPTIONS

### (a) DAY CARE

Notwithstanding Section 3, no Licence is required for the provision of day care to not more than two unrelated children, or to the children of one family, by a person who is not related to those children.

### (b) BUSKERS

Notwithstanding Section 5, no fee for a licence is required for busking. Busking is to provide entertainment opportunities in the general vicinity of the beachfront and plaza areas and are subject to the following conditions:

- (i) Buskers must apply for a licence in advance from the Village Office on the prescribed application form;
- (ii) There shall be no amplified music
- (iii) There shall be no vending of any goods or wares
- (iv) Busking will only be permitted between the hours of 11:00 a.m. and 7:00 p.m.
- (v) Busking is only permitted on the beachfront and plaza areas
- (vi) There shall be no busking during any special or regular events held at/or adjacent to the beach without the prior approval of the event organizers in writing.
- (vii) Only 3 busker licences will be issued on a "first come first served basis" with preference to residents of the Village.
- (viii) Buskers cannot promote a "cause" or any issue of a controversial nature.

## DIVISION 2 - BUSINESS REGULATION

### 22. STREET ADDRESS

- (a) Every Licencee who operates from premises located in the Village shall prominently display, in figures not less than 100 mm (4 inches) in height, the street address assigned to such premises under the street numbering system of the Village.

**23. UNSOLICITED BUSINESS**

No person shall carry on business through unsolicited visits to any residential, commercial or industrial premises in the Village.

**24. CONTRACTORS**

Every person Licenced as a Contractor shall provide the Village with a list of all sub-trades to be engaged on each site, prior to the commencement of any work on the site. The contractor must notify the Village upon the addition of subtrades engaged subsequent to the submission of the list within five (5) days of engagement.

**25. VENDORS ON PUBLIC PROPERTY**

The owner of a Vending Cart business:

- (a) shall only carry on business as a vendor on public property including highways within the Village which is located within a designated area.
- (b) shall have the name and address painted in a conspicuous place on both sides of every cart used by the business for such trade satisfactory to the Licence Inspector;
- (c) where the business is approved to be operated on a Village highway:
  - i. The Licencee shall obtain and maintain comprehensive general liability insurance in the amount of Five Million Dollars (\$5,000,000.00). The Village shall be included as an additional named insured.
  - ii. The Licencee shall hold the Village harmless against claims, actions for injury, damage, loss, or death arising out of or resulting from the operation of a Vending Cart Business. The Licencee's insurer shall recognize the existence of the hold harmless clause.
  - iii. Proof of such insurance to the satisfaction of the Village shall be submitted to the Licence Inspector prior to the issuance of a business Licence and prior to all renewals.
- (d) shall provide on site receptacles for garbage and dispose of the garbage in an appropriate manner. Litter shall not be deposited into Village litter receptacles;
- (e) shall not allow the cart to interfere with pedestrian or vehicular traffic or vehicular sightlines;

- (f) shall not hook up to any external power, water, sewer, or other services and shall not store the cart overnight on Village property;
- (g) shall have a cart which does not exceed dimensions of 1.2 meters wide, 2.4 meters long and 1.8 meters high;
- (h) shall only sell food items;
- (i) shall not be or become a nuisance by generating excessive odors, music, light, or noise;
- (j) shall not operate within six (6) metres of a fire hydrant;
- (k) three vending cart Licences will be available on a "first come, first served basis";
- (l) vending shall only be permitted from proper vending carts approved by the Ministry of Health;
- (m) each operator may only operate within an area designated by the Business Licence Department;
- (n) operators may only vend on the beach between the hours of 11:00 a.m. and 8:00 p.m.
- (o) there are to be no tables or chairs for customers;
- (p) the carts are to be removed from the public property each night and stored on private property;
- (q) each beach food vending Licence will be effective from May 1<sup>st</sup> to October 31<sup>st</sup> inclusive;
- (r) Licence applications for beach food vending shall only be accepted from businesses that have a valid Village of Harrison Hot Springs approved food service operation business Licence.

### **DIVISION 3 – GENERAL INFORMATION**

#### **23. SEVERABILITY**

If any provision of this Bylaw is held to be invalid, the invalid portion shall be severed from the bylaw and that invalidity shall not affect the remainder of the bylaw.

24. **OFFENCE**

Every person who violates any provision of this Bylaw commits an offence punishable on summary conviction and shall be liable to a fine of not more than \$10,000.00.

25. **REPEAL**

(a) "The Village of Harrison Hot Springs Bylaw No.908, 2010 hereby be repealed in its entirety".

30. **READINGS AND ADOPTION**

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

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

AMENDED AND READ A THIRD TIME THIS 17<sup>TH</sup> DAY OF JANUARY, 2011

ADOPTED THIS 14<sup>th</sup> DAY OF FEBRUARY, 2011

  
\_\_\_\_\_  
Mayor

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

## SCHEDULE "A"

BYLAW NO. 945  
BUSINESS LICENCING AND REGULATION

Fee

1	Annual Business Licence	\$100.00
2	New Business Licence application after July 31 <sup>st</sup>	\$ 50.00
3	Transfer Fee	\$ 50.00

