



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, May 5, 2014
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER		
Meeting called to order by Mayor Facio		
2. INTRODUCTION OF LATE ITEMS		
3. APPROVAL OF AGENDA		
4. ADOPTION OF COUNCIL MINUTES		
<p>THAT the Regular Council Meeting Minutes of April 7, 2014 be adopted.</p> <p>THAT the Special Council Meeting Minutes of April 24, 2014.</p>		<p>Item 4.1 Page 1</p> <p>Item 4.2 Page 7</p>
5. BUSINESS ARISING FROM THE MINUTES		
6. CONSENT AGENDA		
i. Bylaws	<p>Financial Plan Bylaw No. 1053, 2014.</p> <p>Tax Rate Bylaw No. 1054, 2014.</p>	<p>Item 6 i.a Page 11</p> <p>Item 6 i.b Page 17</p>
ii. Agreements		
iii. Committee/ Commission Minutes	<p>Communities in Bloom Committee Meeting Minutes of November 12, 2013.</p> <p>Communities in Bloom Committee Meeting Minutes of March 27, 2014.</p> <p>Kent-Harrison Joint Emergency Program Committee Meeting Minutes of October 9, 2013.</p>	<p>Item 6 iii.a Page 21</p> <p>Item 6 iii.b Page 23</p> <p>Item 6 iii.c Page 27</p>
iv. Correspondence	<p>E-mail from Ministry of Forests, Lands and Natural Resource Operations Re: Wildlife Information Process Sheet</p> <p>Information Bulleting from Ministry of Forests, Lands and Natural Resource Operations Re: Coastal Fire Centre urges Caution with outdoor burning</p>	<p>Item 6 iv.a Page 33</p> <p>Item 6 iv.b Page 37</p>

Letter from City of Port Coquitlam dated March 27, 2014 Re: Fraser Health Authority Strategic Review.	Item 6 iv.c Page 39
Letter from the Ministry of Jobs, Tourism and Skills and Minister Responsible for Labour received April 4, 2014 Re: Resort Municipality Initiative (RMI).	Item 6 iv.d Page 41
Letter from the Minister of Justice received April 15, 2014 Re: Fraser River Sediment Management Program.	Item 6 iv.e Page 45
Letter from British Columbia Automobile Association received April 28, 2014 Re: Worst Roads Survey.	Item 6 iv.f Page 47

7. DELEGATIONS

8. CORRESPONDENCE

Letter from the City of Pitt Meadows received April 7, 2014 Re: Medical Marihuana Zoning Amendment.	Item 8.1 Page 49
E-mail from Communities in Bloom Coordinator received April 15, 2014 Re: Communities in Bloom Week.	Item 8.2 Page 59

9. BUSINESS ARISING FROM CORRESPONDENCE

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

11. REPORTS FROM MAYOR

L. Facio - Verbal	
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12. REPORTS FROM STAFF

Report of Deputy Chief Administrative Officer/ Corporate Officer – April 25, 2014 Re: Esplanade Block 1 Revitalization – Temporary Sidewalk Extension Program Recommendation: THAT the Temporary Sidewalk Extension Program Policy as presented be held in abeyance until the project has been fully completed and the warranty period has passed in 2015.	Item 12.1 Page 61
Report of Manager of Development and Community Services – April 29, 2014 Re: 2014 Community Events Quarterly Report Recommendation: THAT the “Event Management Plan 2014, 1 st Quarterly Status Report” be received for information.	Item 12.2 Page 67
Report of Manager of Development and Community Services – April 29, 2014 Re: Famers Market Proposal Recommendation: THAT a Use of Public or Municipal Property Permit be granted for every Friday in June until the end of September 2014 from 3pm to 7pm for the use of the municipal property adjacent to the Village	Item 12.3 Page 75

Office for a farmer's market, which will specifically exclude the sale of used items.

AND FURTHER THAT Council supports the farmer's market by exempting the following requirements:

1. Waive the application and deposit fee;
2. Allow the sale of food products related to the farmer's market which include locally grown fruits and vegetables, and artisan related foods;
3. Waive the requirements that food products be pre-packaged.

13. BYLAWS

14. QUESTIONS FROM THE PUBLIC
(pertaining to agenda items only)

15. ADJOURNMENT

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

DATE: April 7, 2014
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Leo Facio
Councillor John Buckley
Councillor Zoltan Kiss
Councillor Allan Jackson
Councillor Sonja Reyerse

Chief Administrative Officer, Ian Crane
Manager of Development and Community Services, Lisa Grant

Recorder: Krystal Sobie

ABSENT:

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

3. **APPROVAL OF AGENDA**

Moved by Councillor Buckley
Seconded by Councillor Reyerse

THAT the agenda be approved.

**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 March 17, 2014 be adopted.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 7, 2014*

Errors and Omissions

Page 3 Resolution should say “moved by Councillor Reyerse.”

Moved by Councillor Kiss
Seconded by Councillor Jackson

THAT the minutes of the Committee of the Whole Meeting of March 21, 2014 be adopted.

**CARRIED
UNANIMOUSLY**

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

i. Bylaws

Bylaw to amend the Water Regulation and Fee Bylaw No. 1050, 2014.

ii. Agreements

Bylaw to amend the Sewer Regulation and Fee Bylaw No. 1051, 2014.

**iii. Committee/
Commission
Minutes**

**iv
Correspondence**

News Release dated March 18, 2014 from ICBC regarding ICBC invests \$89,000 to help make Chilliwack and area roads safer in 2013.

**i Bylaws, iv.
Correspondence**

Letter dated March 19, 2014 from the City of Pitt Meadows regarding Fraser Health Authority Strategic Review.

E-mail dated March 31, 2014 from the BC Chamber of Commerce regarding MMBC Update to Chamber Members.

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT Bylaw No. 1050, 2014 and Bylaw No. 1051, 2014 be adopted and the correspondence be received.

**CARRIED
UNANIMOUSLY**

7. DELEGATIONS

None.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 7, 2014*

8. **CORRESPONDENCE**

Letter dated March 14, 2014 from the City of Burnaby regarding Fire Department Response to Medical Emergencies.

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

Councillor Reyerse asked for clarification with respect to if our local fire department has had longer wait times for ambulances responding.

Chief Administrative Officer, Ian Crane will contact the Fire Chief for clarification.

Councillor Jackson commented that this should be an item that should be brought to UBCM.

Chief Administrative Officer, Ian Crane commented that he will contact the City of Burnaby and see if they have formed a resolution for UBCM and if they have Council can support their motion.

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

None

11. **REPORTS FROM MAYOR FACIO**

3rd Annual Walk for Heritage was a great success.

The streetscape is ahead of schedule.

Harrison Hot Springs Hairy was presented by Harrison Tourism. You can find him throughout the Village in stores for purchase.

The Health and Wellness took place on March 29, 2014 with about 200 people in attendance. Thank you to Erin Goosen from Tourism Harrison and Elizabeth Mueller for all of their hard work.

April is daffodil month.

Relay for Life is taking place in Harrison on May 31, 2014.

The Age Friendly Workshop was held on April 1, 2014 with approximately 35 people in attendance.

Attended the Fraser Valley Regional District Meeting on March 19, 2014.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 7, 2014*

Received a letter from Minister Steve Thompson regarding the emergency route. He has encouraged the Village of Harrison Hot Springs and the District of Kent to meet with Randal Dayton acting District Manager for Forestry.

12.

REPORTS FROM STAFF

**Report of Deputy Chief Administrative Officer/Corporate Officer –
March 24, 2014**

Re: Smoking and E-cigarettes

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

Whereas the introduction of new smoking products that include electronic cigarettes, cigars, cigarillos and pipes, as well as cartridges of nicotine solutions and related products are regulated by Health Canada under the *Food and Drugs Act*, and that the sale of these products are not authorized in Canada;

AND WHEREAS, due to the lack of scientific research, the long term effects of electronic cigarettes and all related products that include nicotine solutions are not known;

THEREFORE be it resolved that the Provincial Government regulate the use and sale of electronic cigarettes and other vaporizing systems intended to replicate the smoking experience under the British Columbia *Tobacco Control Act* and Regulations.

**CARRIED
UNANIMOUSLY**

Report of Director of Finance – April 1, 2014

Re: Change in Signing Authorities

**Moved by Councillor Buckley
Seconded by Councillor Kiss**

THAT one of each of the following groups be authorized as signing officers for the Village of Harrison Hot Springs:

Mayor Leo Facio, Councillor Allan Jackson, Councillor Zoltan Kiss,
Councillor Sonja Reyerse, Councillor John Buckley;

Chief Administrative Officer, Ian Crane; Deputy Chief Administrative Officer/Corporate Officer, Debra Key; Director of Finance, Dale Courtice; Manager of Revenue Services, Cindy Richardson.

**CARRIED
UNANIMOUSLY**

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
April 7, 2014*

Report of Manager of Development and Community Services – April 2, 2014
Re: Renewal of Development Permit for 120 Esplanade Avenue

Moved by Councillor Jackson
Seconded by Councillor Buckley

THAT Development Permit 07/08 for 120 Esplanade Avenue be renewed to extend the expiry date until April 18, 2016.

**CARRIED
UNANIMOUSLY**

13. **BYLAWS**

14. **QUESTIONS FROM THE PUBLIC**

Q. A member of the public asked why the public were not asked for comment on the extension for DP 07/08.

A. There is no requirement for public consultation for a Development Permit.

Q. Is there an increase to the sewer and water connections?

A. The fee is still \$1,500.00 but some connections take more work which will require a greater fee to cover the cost of the connection.

15. **ADJOURNMENT**

Moved by Councillor Buckley
Seconded by Councillor Reverse

THAT the meeting be adjourned at 7:47 p.m.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL MEETING OF COUNCIL
APRIL 24, 2014

DATE: April 24, 2014
TIME: 10:00 a.m.
PLACE: Council Chambers
495 Hot Springs Road, Harrison Hot Springs,
British Columbia

IN ATTENDANCE: Mayor Leo Facio
Councillor Allan Jackson
Councillor Sonja Reyerse
Councillor John Buckley
Councillor Zoltan Kiss

Chief Administrative Officer, Ian Crane
Deputy Chief Administrative Officer/CO, Debra Key
Manager of Development and Community Services, Lisa Grant
Manager of Revenue Services, Cindy Richardson
Director of Finance, Dale Courtice
Operations Manager, Ian Gardner

Recording Secretary: K. Sobie

ABSENT:

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

- Item 5.2 be addressed before item 5.1.

3. **APPROVAL OF AGENDA**

Moved by Councillor Reyerse
Seconded by Councillor Jackson

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. **DELEGATIONS**

None

Village of Harrison Hot Springs
Minutes of the Special Council Meeting
April 24, 2014

5.

REPORTS FROM STAFF

- Proposal for a Harrison Hot Springs Sasquatch Museum

Councillor Reyerse excused herself from the chambers at 10:01 a.m. due to a potential conflict of interest stating her husband works for Tourism Harrison.

Report of Manager of Development and Community Services
Re: Proposal for a Harrison Hot Springs Sasquatch Museum

Moved by Councillor Buckley
Seconded by Councillor Jackson

THAT Council approve the concept of a Sasquatch Museum subject to the following issues are addressed to the satisfaction of Staff and Council

- a. Sitting issues are addressed including the exploration of a different location; and
- b. An operating and maintenance budget is approved.

**CARRIED
UNANIMOUSLY
BY REMAINING MEMBERS**

Councillor Reyerse re-entered Chambers at 10:14 a.m.

- 2014-2023 Financial Plan

Report of Director of Finance
Re: 2014-2023 Financial Plan

Moved by Councillor Reyerse
Seconded by Councillor Kiss

THAT Council receive the 2014-2023 Financial Plan as final draft as amended.

**CARRIED
UNANIMOUSLY**

Councillor Buckley requested that prior to the purchase of a backhoe and a truck for the fire department that staff bring back to Council the costing options.

6.

BYLAWS

None

*Village of Harrison Hot Springs
Minutes of the Special Council Meeting
April 24, 2014*

7. **QUESTIONS FROM THE PUBLIC**

None

8. **ADJOURNMENT**

Moved by Councillor Kiss
Seconded by Councillor Buckley

THAT the meeting be adjourned at 11:10 a.m.

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer





VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1053

A Bylaw of the Village of Harrison Hot Springs to establish the Financial Plan for the years 2014 - 2023.

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

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

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

1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2014-2023.
2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2014 – 2023.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1053, 2014"
4. Bylaw No. 1037, 2013 – 2022 Financial Plan is hereby repealed.

READ A FIRST TIME THIS 29th DAY OF APRIL, 2014.

READ A SECOND TIME THIS 29th DAY OF APRIL, 2014.

READ A THIRD TIME THIS 29th DAY OF APRIL, 2014.

ADOPTED THIS DAY OF MAY, 2014.

Mayor

Corporate Officer

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Revenues										
Property Taxes - Residential	\$ 1,059,000	\$ 1,080,000	\$ 1,102,000	\$ 1,124,000	\$ 1,146,000	\$ 1,169,000	\$ 1,192,000	\$ 1,216,000	\$ 1,240,000	\$ 1,240,000
Property Taxes - Business	712,500	727,000	742,000	757,000	772,000	787,000	803,000	819,000	835,000	835,000
Property Taxes - Rec / Non Profit	40,500	41,000	42,000	43,000	44,000	45,000	46,000	47,000	48,000	48,000
Penalties and Interest	21,000	19,000	16,200	16,200	16,100	16,200	16,200	16,200	16,200	16,200
Revenue Taxes	32,200	32,000	32,000	32,000	32,000	30,000	30,000	30,000	30,000	30,000
Payments in Lieu of Taxes	6,700	6,900	7,200	6,300	7,400	7,700	7,700	7,900	8,100	8,100
Sale of Services	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Revenues from Own Sources	1,271,800	1,240,600	1,241,200	1,238,700	1,236,700	1,219,700	1,241,200	1,241,700	1,241,700	1,222,700
Other Revenues	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800
DCC Revenues	162,800	562,000	246,000	202,999	566,000	413,500	809,999	451,000	1,452,500	570,000
Transfers from Other Governments	2,158,700	807,700	530,700	530,700	530,700	530,700	530,700	530,700	530,700	530,700
Total Revenues	\$ 5,473,000	\$ 4,524,000	\$ 3,967,100	\$ 3,958,699	\$ 4,358,700	\$ 4,226,600	4,684,599	\$ 4,367,300	\$ 5,410,000	\$ 4,508,500
Expenditures										
General Government	\$ 1,041,850	\$ 1,072,350	\$ 1,069,350	\$ 1,087,050	\$ 1,102,750	\$ 1,103,150	\$ 1,100,250	\$ 1,146,350	\$ 1,112,650	\$ 1,145,850
Community Services	169,550	156,050	150,100	152,100	142,100	156,800	151,800	146,900	151,700	151,900
Protective Services	170,000	162,800	162,450	158,750	156,700	161,500	161,800	157,500	160,300	160,500
Public Works	179,850	184,450	190,000	191,400	190,950	194,950	194,550	196,050	194,750	199,650
Transportation Services	147,100	145,900	141,900	148,000	133,000	121,700	124,700	123,700	123,100	129,900
Flood Protection	10,900	10,900	10,900	10,900	10,900	10,900	10,900	10,900	10,900	10,900
Environmental and Public Health	121,700	121,700	121,700	121,200	121,200	121,200	99,200	121,700	121,700	121,200
Recreation and Culture	442,550	361,350	264,200	263,800	265,600	264,900	266,900	268,700	265,900	269,600
Sewer Utility	496,150	477,150	486,000	483,600	488,000	485,000	492,000	488,000	489,000	483,000
Water Utility	175,000	170,000	170,000	168,000	169,000	169,000	169,000	170,000	170,000	170,000
Debt - Interest	25,450	23,450	51,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Amortization of tangible capital assets	682,000	682,000	682,000	682,000	682,000	682,000	682,000	682,000	682,000	682,000
Total Expenditures	\$ 3,662,100	\$ 3,568,100	\$ 3,499,600	\$ 3,516,800	\$ 3,512,200	\$ 3,521,100	\$ 3,503,100	\$ 3,561,800	\$ 3,532,000	\$ 3,574,500
Surplus (Deficit)	\$ 1,810,900	\$ 955,900	\$ 467,500	\$ 441,900	\$ 846,500	\$ 705,500	\$ 1,181,500	\$ 805,500	\$ 1,878,000	\$ 934,000
Capital, Debt, Reserve Transfers and Borrowing										
Capital Expenditures	\$ (2,151,500)	\$(1,231,000)	\$(607,000)	\$(563,000)	\$(1,181,000)	\$(851,500)	\$(1,205,500)	\$(927,500)	\$(1,949,000)	\$(942,000)
Repayment of debt	(175,400)	(168,900)	(42,500)	(47,900)	(42,500)	(29,000)	(29,000)	(29,000)	(29,000)	(29,000)
Replacement reserves	(169,000)	(338,000)	(500,000)	(513,000)	(305,000)	(507,000)	(629,000)	(531,000)	(582,000)	(645,000)
Reserves used for capital financing	3,000	100,000	-	-	-	-	-	-	-	-
Appropriation from surplus	-	-	-	-	-	-	-	-	-	-
Equity in tangible capital assets	682,000	682,000	682,000	682,000	682,000	682,000	682,000	682,000	682,000	682,000
	\$ (1,810,900)	\$ (955,900)	\$ (467,500)	\$ (441,900)	\$ (846,500)	\$ (705,500)	\$ (1,181,500)	\$ (805,500)	\$ (1,878,000)	\$ (934,000)
Surplus (Deficit) plus Capital, Debt Reserve Transfers and Borrowing	\$ (0)	\$ (0)	\$ (0)	\$ 0	\$ (0)	\$ -	\$ 0	\$ -	\$ 0	\$ -

SCHEDULE A
 BYLAW NO. 1054
 FINANCIAL PLAN 2014 - 2023

BYLAW NO. 1053, 2014
SCHEDULE B
2014 FINANCIAL PLAN OBJECTIVES AND POLICIES

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

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

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2014. Property taxes usually form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenues for services that are difficult or undesirable to fund on a user pay basis. These include services such as:

- general government and administration;
- public works;
- roads and street maintenance;
- fire protection and bylaw enforcement;
- street lighting;
- recreation and culture; and
- beaches and parks maintenance.

During 2014 the Village will complete the construction of a new water treatment facility aided by grants from the General Strategic Priorities Fund and Innovation Fund under the Gas Tax Agreement and the Regionally Strategic Priorities Fund. Also to be completed in 2014 is the revitalization of Block 1, Esplanade, to be 100% funded from Resort Municipality Initiative funds and Gas Tax revenues.

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

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

Table 1: 2014 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	33.8%	\$1,850,000
Service utility fees	7.1%	\$387,000
Government grants	33.2%	\$1,815,750
User fees and charges	12.0%	\$659,000
DCCs	5.1%	\$279,800
Other sources	8.8%	\$483,800

Objectives

- For 2014 the Village is comfortable with the current mix of funding sources;
- To develop further funding sources to gain more revenue; and
- Endeavour to develop funding sources that will be sustainable over the short and long term.

Policies

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

Distribution of Property Taxes

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

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	59.3%	\$1,097,250
Business (6)	36.8%	\$680,500
Recreation/Non-profit (8)	3.9%	\$72,250




Objectives

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

Policies

- Set property tax rates that are based on principals of equity and responsiveness to current economic trends;
- Regularly review and compare the Village's distribution of tax burden relative to other similar municipalities in British Columbia; and
- Ensure that property taxes are in line with goals and policies in the Official Community Plan and Regional Growth Strategy;

Permissive Tax Exemptions



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

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

Objective

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

Policy

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





VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 1054

A Bylaw to establish tax rates for 2014

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

1. The following rates are hereby imposed and levied for the year 2014.
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Schedule I attached hereto and forming a part of this bylaw.
 - (b) For Regional Hospital District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "A" of Schedule II attached hereto and forming a part of this bylaw.
 - (c) For Regional District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of Schedule II attached hereto and forming a part of this bylaw.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rate Bylaw No. 1054, 2014."
4. Bylaw No. 1038, 2013 Tax Rate Bylaw is hereby repealed.

READ A FIRST TIME THIS 29th DAY OF APRIL, 2014.

READ A SECOND TIME THIS 29th DAY OF APRIL, 2014.

READ A THIRD TIME THIS 29th DAY OF APRIL, 2014.

ADOPTED THIS DAY OF MAY, 2014.

Mayor

Corporate Officer

BYLAW NO. 1054, 2014

SCHEDULE I

GENERAL MUNICIPAL PURPOSES

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)
	GENERAL MUNICIPAL
1. Residential	3.59231
2. Utilities	12.57309
3. Supportive Housing	3.59231
4. Major Industry	12.21385
5. Light Industry	12.21385
6. Business/Other	12.57309
7. Managed Forest Land	10.77693
8. Recreation/Non Profit	17.06347
9. Farm	3.59231

BYLAW NO. 1054, 2014

SCHEDULE II

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)		
	A REGIONAL HOSPITAL	B REGIONAL DISTRICT	TOTAL
1. Residential	.23087	.26122	.49209
2. Utilities	.80805	.91427	1.72232
3. Supportive Housing	.23087	.26122	.49209
4. Major Industry	.78496	.88815	1.67311
5. Light Industry	.78496	.88815	1.67311
6. Business/Other	.56563	.63999	1.20562
7. Managed Forest Land	.69261	.78366	1.47627
8. Recreation/Non Profit	.23087	.26122	.49209
9. Farm	.23087	.26122	.49209



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

DATE: November 12, 2013
TIME: 2:00 p.m.
PLACE: Council Chambers, Harrison Hot Springs, BC

IN ATTENDANCE: Councillor Jackson, Chair
Maureen Wendt
Jane Kivett
Heather Coxon
Kitty Niiranen

Ian Crane, Chief Administrative Officer

Recording Secretary, Krystal Sobie

1. **CALL TO ORDER**

The Chair called the meeting to order at 2:02 p.m.

2. **LATE ITEMS**

3. **APPROVAL OF AGENDA**

Moved by Heather Coxon
Seconded by Maureen Wendt

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**

4. **ADOPTION OF MINUTES**

Adoption of Minutes
August 22, 2013

Moved by Maureen Wendt
Seconded by Kitty Niiranen

THAT the minutes of the August 22, 2013 Communities in Bloom
Committee meeting be adopted.

**CARRIED
UNANIMOUSLY**

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING
NOVEMBER 12, 2013
PAGE (2)**

5. BUSINESS ARISING FROM THE MINUTES

6. ITEMS FOR DISCUSSION

2014 Budget The Committee has prepared a budget which outlines the events and activities they would like to partake in 2014 and prepared a budget to reflect the same.

Christmas Tree The Christmas tree decoration is taking place on November 26, 2013 at the Harrison Resort and Spa.

Santa Breakfast Santa Breakfast is taking place on December 7, 2013. Decorating will take place in the afternoon of December 6, 2013.

Compete 2014 The Committee would like to compete in the National Communities in Bloom Convention in 2014. The convention is taking place in Prince Edward Island from September 17-21, 2014. If Council does not approve of any members of the Committee attending the convention there is still the option to compete without sending any members to the convention.

New Business Next meeting will be March 27, 2014.

6. ADJOURNMENT

Moved by Maureen Wendt
Seconded by Heather Coxon

The meeting adjourned at 2:50 p.m.

Allan Jackson
Chair

Debra Key
Corporate Officer

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

DATE: March 27, 2014
TIME: 2:00 p.m.
PLACE: Council Chambers, Harrison Hot Springs, BC

IN ATTENDANCE: Councillor Jackson, Chair
Maureen Wendt
Jane Kivett
Kitty Niiranen
Tegwyn Bakken

Debra Key, Deputy Chief Administrative Officer
Lisa Grant, Manager of Planning and Community Services

ABSENT: Heather Coxon
Krystal Sobie, Recording Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

2. LATE ITEMS

- Harrison Gospel Church
- Adopt-a-Road

3. APPROVAL OF AGENDA

Moved by Maureen Wendt
Seconded by Jane Kivett

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**

4. ADOPTION OF MINUTES

Moved by Kitty Niiranen
Seconded by Tegwyn Bakken

THAT the minutes of the November 12, 2013 Communities in Bloom Committee meeting be adopted.

**CARRIED
UNANIMOUSLY**

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING
MARCH 27, 2014
PAGE (2)**

5. BUSINESS ARISING FROM THE MINUTES

6. ITEMS FOR DISCUSSION

Health and Wellness Fair – March 29-30, 2014

Heritage walk/run will be starting at 8:30 a.m. on Saturday March 29, 2014.

Resort Trees Identification

Jane Kivett met with Ian Maw at the Harrison Hot Springs Resort and Spa. Ian Maw confirmed that the resort would pay for sign identification on some of the trees.

Heritage Signs

There will be two heritage signs placed in the Village. One will be at the Tourism Harrison Building and the second will be on the old hospital.

The sign should incorporate the year the building was established and the uses of the building over the years.

Garden Tour

Moved by Maureen Wendt

Seconded by Jane Kivett

THAT a Garden tour will take place July 4, 2014 with a fee of \$10.00 per person with the proceeds going to a charity.

**CARRIED
UNANIMOUSLY**

In replace of “garden of the week” it was suggested that this year it be “best garden shed.” A notice would go in the paper and neighbours or homeowners could nominate people.

Christmas Tree Prize

The Communities in Bloom Committee’s Tree won third place and was awarded a dinner for two and the Copper Room. The Committee agreed that the dinner should go to Maureen Wendt and Jane Kivett in recognition of all of their hard work on the Committee.

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING
MARCH 27, 2014
PAGE (3)**

Judge Preparation

Councillor Jackson will contact the local hotels and bed and breakfasts and report back to the Committee with prices for accommodations for two rooms for two nights.

The Help Project

Councillor Jackson asked the Committee to read the presentation from the Help Project and report back to the Committee at the next meeting with any suggestions that the Committee could do to help or support.

Harrison Gospel Chapel

Councillor Jackson was approached by Don Shier from the Harrison Gospel Chapel for a sign on the Chapel. Councillor Jackson will be in contact with them to clarify what information they would like to see on the sign and report back to the Committee.

Adopt-a-Road

Jane Kivett has been appointed as the coordinator for the Adopt-a-Road Program. The Village Office has received three new applications that have been passed on to Jane Kivett for coordination with the applicants for cleanup.

Prince Edward Island Trip

Council Jackson commented that Council approved a \$5,000.00 budget for the Communities in Bloom 2014 budget. This money is in the budget and if anyone would like to go to PEI for Nationals then the money is there to pay or subsidize the trip.

6.

ADJOURNMENT

Moved by Maureen Wendt

Seconded by Jane Kivett

The meeting adjourned at 3:17 p.m.

Allan Jackson
Chair

Debra Key
Corporate Officer



A Meeting of the Kent-Harrison Joint Emergency Program Committee
 in the Emergency Operating Centre, Agassiz Fire Hall,
 7652 Industrial Way, Agassiz, BC
 on Wednesday, October 9, 2013 at 11:30 a.m.

MINUTES

Present: Village of Harrison Hot Springs

Mr. I. Crane, Chief Administrative Officer (Chair)
 Ms. I. Gardner, Operations Manager

District of Kent

Mayor J. Van Laerhoven
 Mr. W. Mah, Chief Administrative Officer
 Mr. M. Thiessen, Director of Engineering Services
 Mr. W. Dyer, Fire Chief
 Mr. G. Basten, Deputy Fire Chief / Emergency Program Coordinator

Others

Mr. S. Falebrinza, Sergeant, RCMP
 Mr. M. Anderson, Kent-Harrison Search & Rescue
 Mr. S. Watchorn, Dir. Instruction, School District #78
 Mr. P. Groenenboom, Emergency Social Services Coordinator
 Ms. K. Ponciano, Executive Assistant (Recording Secretary)

Excused: Councillor H. Schwichtenberg (Kent)
 Mr. R. Forman, BC Ambulance
 Ms. C. Meskas, Fraser Health Authority
 Mr. A. Fraser, Trustee, School District #78

1 Call to Order/Introductions

The Chair called the meeting to order at 11:43 a.m. with a roundtable of introductions. Pierre Groenenboom was introduced as the new Emergency Social Services Coordinator.

2 Approval of Agenda

The following items were added to the agenda of the Kent-Harrison Joint Emergency Program Committee of October 9, 2013 under New Business:

- 8.1 Alternate Emergency Evacuation Route
- 8.2 Gravel Removal from the Fraser River
- 8.3 Appreciation for Years of Service – R. Poulton

GARDNER/ANDERSON

THAT the Agenda for the Kent-Harrison Joint Emergency Program Committee meeting of October 9, 2013 be approved as amended.

CARRIED

3 Adoption of Minutes

3.1 Kent-Harrison Joint Emergency Program Committee of May 29, 2013

VAN LAERHOVEN/THIESSEN

THAT the Minutes of the Kent-Harrison Joint Emergency Program Committee meeting of May 29, 2013 be adopted.

CARRIED

4 Business Arising from Minutes

4.1 Review of Follow-up Sheet

May 29, 2013

G. Basten reported that it took a while to locate a complete copy of the 2005 Interface Wildfire Protection Report prepared by G.B.F. Technical Forest Services Ltd. As a copy has been provided to the Harrison Fire Department, the item can be removed from the follow-up sheet. The report is still valid and the areas of concern for a wildfire remain located along the Rockwell Drive corridor, Mount Woodside, and Strikers Corner.

G. Basten advised that he will follow up with Correctional Services Canada with respect to updating the Memorandum of Understanding as part of the manual.

March 13, 2013

G. Basten provided information concerning the Reserve Fuel Supply Storage for the Generator. A number of challenging issues were discovered during the enquiring process including bulk purchase requirements, fuel delivery, storage area, required permits, and health / safety. As a result, it was determined that continuing to purchase the fuel from Pioneer Motors is the best option.

4.2 Committee Contact List

With the addition of P. Groenenboom as the ESS Coordinator, the Committee's contact list is finalized and will be sent electronically to all members.

5 Delegations

None.

6 Reports

6.1 Emergency Program Coordinator Report

MAH/

THAT the Emergency Program Coordinator Report for the months of June to September, 2013 be accepted.

CARRIED

Interface Wildfire on Rockwell Drive

Discussion related to jurisdiction during the interface wildfire that occurred on Rockwell Drive on the border between the District of Kent and the Village of Harrison Hot Springs; fire crews dispatched and requirement for fire crews to remain at the scene of the incident to eliminate potential liability; incident command protocols; assistance from the Wildfire Management Branch and Emergency Management BC; involvement of other provincial emergency agencies in the future; financial support requirements; availability of resources; and the need to develop a wildfire management plan in the future for both communities.

FACIO/GARDNER

THAT the Kent-Harrison Joint Emergency Program Committee develops a Wildfire Management Strategic Plan for the District of Kent and the Village of Harrison Hot Springs.

CARRIED

VAN LAERHOVEN/

THAT a meeting be arranged between representatives of the Ministry of Forests, Lands and Natural Resource Operations; the Fire Departments of the District of Kent and the Village of Harrison Hot Springs; and their respective staff to discuss lessons learned as a result of the interface wildfire that occurred on Rockwell Drive on August 12, 2013.

CARRIED

6.2 G.B.F. Technical Forest Services Ltd. – Wildland / Urban Interface Fire Hazard Assessment: District of Kent and Village of Harrison Hot Springs (April 21, 2005)

Item 6.2 was dealt with under Item 4.1.

(Received for information)

6.3 2013 Great British Columbia ShakeOut – October 17, 2013 at 10:17 a.m.

G. Basten advised that arrangements have been made with the District of Kent and the Village of Harrison Hot Springs to schedule an earthquake drill at the respective municipal halls, all the schools, and the activation of the siren at both Agassiz and Harrison Hot Springs Fire Departments on October 17, 2013 at 10:17 a.m.

The Joint Emergency Plan recommends two earthquake drills to be scheduled in the Fall and the Spring of each year.

7 Correspondence (Receive for Information)

7.1 E-mail sent on August 20, 2013 from Railway Association of Canada – Update on Railways in Canada

W. Wah advised that concerns have been expressed with respect to the movement of dangerous goods on railways. Often, railroad companies disregard the disclosure of the type of products carried as the manifest is not disclosed or shared with local governments.

Discussion related to safety and liability at railways and crossings; information access; and emergency response capability if an incident were to occur.

MAHVAN LAERHOVEN

THAT a letter of response be forwarded to the Railway Association of Canada under Mayor Van Laerhoven's signature with respect to Rail Safety Information for Communities.

CARRIED

8 New Business/Other Business

8.1 Alternate Emergency Evacuation Route

It was noted that numerous attempts have been made with BC Parks to move forward on the issue with respect to the proposed alternate emergency evacuation route through Sasquatch Provincial Park; however, no response has been received to date.

FACIO/

THAT a meeting be arranged with MLA Laurie Throness to discuss the proposed Alternate Emergency Evacuation Route through Deer Lake and Mahood Lake (Sasquatch Park) for the residents of the District of Kent and the Village of Harrison Hot Springs.

CARRIED

8.2 Gravel Removal from the Fraser River

It was noted that no gravel extraction from the Fraser River is scheduled in 2014. This topic has been extensively discussed at the Community to Community Forums with First Nations Groups; however, there are many challenges involved in dealing with federal and provincial agencies including Emergency Management BC. Consequently, there have been no positive results in attempting to move forward on this issue.

8.2 Appreciation for Years of Service – R. Poulton

W. Mah advised that Mr. Roger Poulton declined the invitation to attend today's meeting for the purpose of receiving the plaque in recognition for his years of service with the Kent-Harrison Joint Emergency Program. As a result, the plaque will be sent via regular mail.

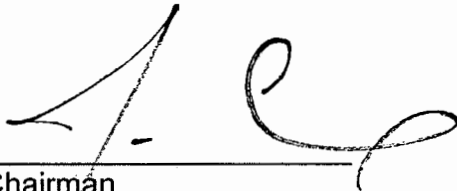
8.2 Next Meeting

The next meeting of the Kent-Harrison Joint Emergency Program Committee is scheduled on Wednesday, March 5, 2014 at the Village of Harrison Hot Springs.

9 Adjournment

FACIO/VAN LAERHOVEN
THAT the meeting be adjourned at 12:25 p.m.

CARRIED



I. Crane, Chairman
Joint Emergency Program Committee

CERTIFIED CORRECT:



K. Ponciano, Recording Secretary
District of Kent





The Coastal Fire Centre strives to provide timely, accurate information to local government, media and interested members of the public about wildfires within its area of jurisdiction. This can pose challenges due to the high population base and large numbers of regional districts, fire departments, Emergency Management Regions, and media outlets within its boundaries. Various communications portals are maintained, and can be accessed as needed to provide information about wildfires.

Wildfire Management Branch webpage

BCWildfire.ca

This website contains both fire specific and general information about wildfires in B.C. This website is managed by Wildfire Management Branch communications staff, and improvements are underway that will modernize and clarify navigation functions in the future.

Wildfire of Note – provides information about wildfires that have impacted communities or have caused inordinate concern.

All Current wildfires – provides fire statistics and locations in both text and map formats. This information is currently automatically updated at daily 0200 hrs, but more frequent updates are being considered.



Social Media

The Wildfire Management Branch has maintained social media portals since the summer of 2009, and these are utilized to provide both fire and program information. Protocols have been developed to link with Emergency Management BC's social media sites during emergency events.

These portals are monitored 0800 – 1600, Monday to Friday during off season; from 0800-2000 seven days a week from May to October; and 24 hours a day during times of extreme activity.

Facebook

[BCForestFireInfo](https://www.facebook.com/BCForestFireInfo)

This site provides an interactive social media site for public engagement and to provide fire and program information. Monitored daily by Fire Centre communications staff.

Twitter

[@BCGovFireInfo](https://twitter.com/BCGovFireInfo)

This social media account delivers fire information as well as program information as needed, and is monitored daily by fire centre communications staff.

By Phone

The Coastal Fire Centre has two dedicated communications staff: one regular full time position and one seasonal auxiliary position. These staff work closely with fire operations and other program areas to answer public queries and prepare information materials.

These phone lines are maintained 0830-1600 Monday to Friday. Extended hours of operation may occur should fire behaviour or other activity warrant a more immediate response.

Coastal Fire Centre	Main phone line	250 951-4222
Donna MacPherson	Fire Information Officer	250 951-4229
Marg Drysdale	Fire Information Assistant (seasonal)	250 951-4238
Coastal Media Line	Monitored as an when required	250 951-4209



Coastal Fire Centre

Wildfire Management Branch

Forest Lands and Natural Resource Operations

Staying Informed, 2014

OUR AREA

The Coastal Fire Centre covers about 12.8 million hectares of land, and contains over 75% of the population of B.C. It has relationships with over 185 Fire Departments and 16 Regional Districts, as well as First Nations communities, forest industry, and private land holders. Much of the terrain is very steep and rugged, with accessibility issues such as limited road access, requiring transportation by air/water.

Interest in Coastal fires is as varied as the people within it. Most fires escape any notice, while relatively small ones near communities can cause interest that has less to do with the danger from the fire than from viewer's concerns, curiosity or perceptions.

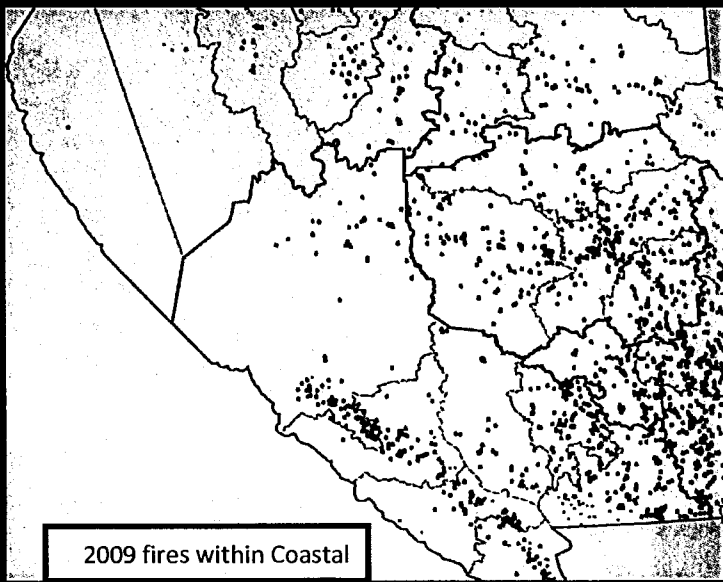
The Coastal Fire Centre responds to an average of 287 wildfires each year, and wildfire response is coordinated at the Coastal Fire Centre located in Parksville, B.C.. Fire response takes place in the zones and bases throughout the fire centre area.

How do concerned people find out about wildfires? How do they get their questions answered?

If the wildfire takes place on land that is within fire department jurisdiction, public communication about these fires is the responsibility of the regional district or municipality who are responding to the fire. However, just as the Wildfire Management Branch may assist, if asked, with fire response, they may also assist local government with public communication if requested to do so.

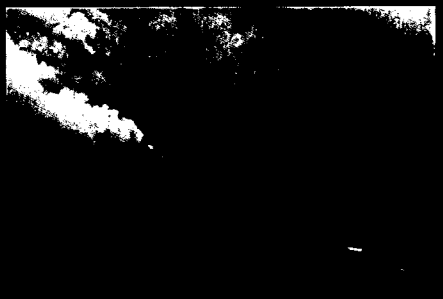
If the wildfire is on land within the Coastal Fire Centre's jurisdiction, the local zone and bases will respond to the fire, and the fire centre will coordinate resources and personnel as needed. Public communication about these fires falls to the fire centre as well, as the zones and bases will be busy responding to the fire itself. Fire centre communication staff assist this process to ensure a flow of information can reach interested parties.

Methods to find information are outlined on the reverse of this document.



2009 fires within Coastal

Staying Informed, 2014



FIRES AFFECTING COMMUNITIES

Where a fire is, is not as important as **where it might go.**

It takes professional evaluation to determine the risk a wildfire poses to a community or home. Depending on terrain, current and forecasted weather and fire behaviour, some fires pose little risk, while others may pose more.

If a fire occurs and it is determined it could affect a community, operational communication will occur between local government and the fire centre as soon as possible. This communication is to assist local government prepare their emergency response plans and also to coordinate response between the agencies.

FIRES OF CONCERN TO COMMUNITIES

The Wildfire Management Branch maintains several communication portals for public information about fires in their jurisdictional area. Each one provides different types of information, and offer a variety of communication methods, to help keep communities informed.

BCWILDFIRE.CA

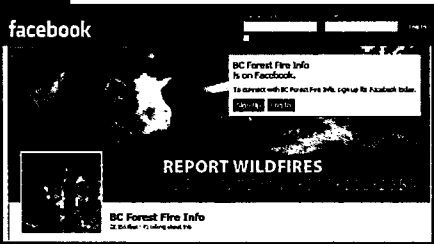


The Wildfire Management Branch maintains a website that contains a wealth of information about wildfire.

The **Wildfire of Note** page contains information about wildfires that have impacted communities or caused heightened public concern. These pages are updated by Fire Information Officers as new relevant information is obtained and confirmed. Find it by choosing "Wildfires of Note" from the main page.

The **All Current Wildfires** page contains information of all active wildfires, or all fires from that fire season. This information is automatically updated once a day (at 0200) but more frequent updates are being considered. If you have Google Earth installed on your computer, a file can be downloaded from this page location. Find it by choosing "Current Wildfire Situation".

BCFORESTFIREINFO



The Wildfire Management Branch maintains a facebook page that contains content about wildfires and reacts to public questions.

@BCGOVFIREINFO

The Wildfire Management Branch also maintains a twitter feed for breaking information.

BY PHONE

If you'd like to speak to one of our Coastal Fire Centre communications staff, please contact one of the numbers below. These phone lines are available Monday to Friday, 0830-1600 daily. Extended hours of operation may occur should fire behaviour or other activity warrant a more immediate response.

Coastal Fire Centre
Donna MacPherson, Communications Specialist
Marg Drysdale, Communications Assistant (seasonal)
Coastal Agency and Media line

250 951-4222
250 951-4229
250 951-4238
250 951-4209



INFORMATION BULLETIN

For Immediate Release
2014FLNR0047-000463
April 11, 2014

Ministry of Forests, Lands and Natural Resource
Operations
Coastal Fire Centre

Coastal Fire Centre urges caution with outdoor burning

PARKSVILLE – The Coastal Fire Centre is encouraging the public to exercise caution when doing any outdoor burning. Open burning restrictions will be in place later this spring, so now is a good time for residents to clean up their yards.

Almost all wildfires that start at this time of year are human-caused and are therefore preventable.

Homeowners and industry personnel are encouraged to visit the Wildfire Management Branch website (www.bcwildfire.ca/Prevention), consult the B.C. FireSmart manual and take the following precautions:

- Ensure that enough people, water and tools are on hand to control the fire and prevent it from escaping.
- Do not burn during windy conditions. Weather conditions can change quickly and the wind may carry embers to other combustible material and start new fires.
- Create a fireguard at least one metre around the planned fire site by clearing away twigs, grass, leaves and other combustible material.
- If you are planning a large burn, consider conducting smaller burns around the perimeter beforehand to create a fuel break and help stop the fire from spreading beyond its intended size. Each of these fires should be kept small and must be completely extinguished before starting a new fire.
- Never leave a fire unattended and make sure that your fire is completely extinguished and the ashes are cold to the touch before you leave the area.

Before conducting a burn, check with your local fire department, municipality and regional district to see if any open burning restrictions or bylaws are in effect.

If you are planning to do any large-scale industrial burning or conduct a grass burn over 0.2 hectares (Category 3 fires), you must obtain a burn registration number ahead of time by calling 1 888 797-1717.

Always check the venting conditions before conducting an open burn. The venting index can be found at: <http://www.bcairquality.ca/readings/ventilation-index.html>

Up-to-date information on open fire bans can be obtained online at www.bcwildfire.ca or by calling 1 888 3-FOREST.

In British Columbia, the Wildfire Act specifies a person's legal obligations when using fire in or within one kilometre of forest land or grassland. If an outdoor burn escapes and causes a

wildfire, the person responsible may be held accountable for damages and fire suppression costs. Anyone found in contravention of an open fire prohibition may be issued a ticket for \$345 or, if convicted in court, may be fined up to \$100,000 and sentenced to one year in jail.

The Coastal Fire Centre would like to thank the public for its continued help in preventing wildfires. If you see flames or smoke, call 1 800 663-5555 toll-free or dial *5555 on your cellphone.

Media Contact:

Donna MacPherson
Fire Information Officer
Wildfire Management Branch
Coastal Fire Centre
250 951-4209

Connect with the Province of B.C. at: www.gov.bc.ca/connect

Office of Mayor Greg Moore

March 27, 2014

Fraser Health Authority Strategic Review Committee
c/o Mr. Chris Brown
Assistant Deputy Minister
Internal Audit and Advisory Services
Ministry of Finance
PO Box 9413 Stn Prov Govt
Victoria, BC V8W 9V1

Dear Fraser Health Authority Strategic Review Committee:

Re: Fraser Health Authority Strategic Review

On behalf of Port Coquitlam City Council, thank you for providing us with an opportunity to comment on the Minister of Health's strategic review of the Fraser Health Authority.

Due to the rapid increase in our area's population and an aging demographic, the City of Port Coquitlam believes our region will continue to be challenged to deliver efficient and effective health services. Consequently, we recommend that the review focus on improving and enhancing service levels rather than service cuts.

These concerns are enhanced subsequent to the January 2013 BC Auditor General's Report, 'Health Funding Explained', which confirms that current funding levels provided to the Fraser Health Authority are the lowest in the province despite service demands.

We are looking forward to the proposed development of an institutional care facility in our community that is being designed to accommodate some 240 frail elderly residents. However, more facilities and funding will be needed to provide the wide spectrum of housing required to meet the varied needs of seniors. Population forecasts for Port Coquitlam project an increase of almost 300% in the number of people in the age bracket of 70 to 85 years by 2041, when we will have approximately 14,500 residents in this group.

We have also heard from residents of our community that there are limited numbers of general practitioners and other medical specialists in this region resulting in substantial wait times for services. There is cause for concern that any changes to the boundaries of the Fraser Health Authority may result in residents having to travel even further to access specialty services. In addition, there is concern that privatization or contracting out of medical services may have negative outcomes on related service levels.

.../2

ADM Chris Brown

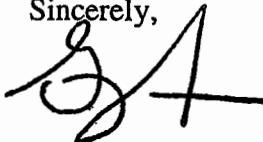
March 27, 2014

Page 2

Fraser Health Authority is the only health authority that has a Municipal Government Advisory Council and our City is committed to having a representative at the table in order to stay informed and engaged on current health care issues in our region. We value the positive and open working relationship that we have with our health authority and appreciate our involvement at the new Tri-Cities Collaborative Healthcare Table.

We look forward to your findings and hope that our feedback is considered during the review process.

Sincerely,

A handwritten signature in black ink, appearing to be 'G. Moore', written over a horizontal line.

Greg Moore
Mayor

c: Fraser Health Authority Member Municipalities

biv.d



RECEIVED
APR - 4 2014
BY V. OF H.H.S.

Ref: 104116

DATE	
2014-03-03 April 5/14	
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ITEM	A B C
COUNCIL AGENDA	
DATE April 22/14	
CONFIDENTIAL <input type="checkbox"/>	
(ITEMS: A-REGISTRATION; B - INFO - WP/SP; C - INFO ONLY)	

March 28, 2014

Ian Crane
Chief Administrative Officer
Village of Harrison Hot Springs
PO Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Ian Crane:

Re: Resort Municipality Initiative (RMI)

In an effort to maintain funding certainty for the Resort Municipality Initiative (RMI), the Province is providing \$10.5 million in one-time special purpose grant funding to your sector. All 14 Resort Municipalities who are party to the current 5-year Memoranda of Understanding will be included.

Your specific community will immediately be receiving a payment of \$254,280. These funds are to be used to support projects and programs that are included in your 2012-16 Resort Development Strategy. Priority should be given to projects that drive job creation and revenue growth. These funds will provide you with the opportunity to plan well into the future with the confidence of having a firm budget in place.

These payments are in addition to the funds provided under the most recent Shared Cost Arrangement for fiscal 2013/14. Please be aware that the Ministry will take into account these one-time payments when considering future RMI payments.

The Province is also advising that it is reviewing the current funding levels and distribution of the RMI and may be implementing changes to the formula and / or distribution that could impact the amount for your community in future fiscal periods. We will advise of program changes as soon as possible to assist you in planning any adjustments to your programming.

The stipulations for this funding include the following:

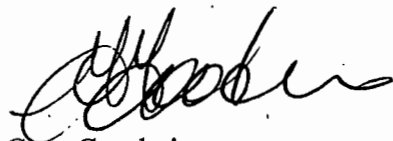
1. Adherence to the Outcome and Financial Reporting Schedule attached as Appendix A to this letter;
2. Adherence to the Communications Protocol attached as Appendix B to this letter;
3. All funds provided under this agreement must be expended no later than March 31, 2017. Any unspent funds at that time must be returned to the Province.
4. The current and any future guidelines, practices and expectations of the RMI program must continue to be followed by the recipient communities.

Since the RMI was established, it has provided over \$85 million to effectively support resort municipality growth in small, resort dependent communities and has contributed positively to tourism growth across BC. In 2013, accommodation revenues across the 14 Resort Municipalities grew by 12%. Congratulations to you for the results that you and your local stakeholders have achieved that have also helped contribute to growing the provincial tourism economy.

Staff will arrange a conference call in the coming weeks to follow up with you on these changes in order for you to clarify any questions you may have.

We look forward to continuing to support your tourism goals through the RMI.

Sincerely,



Greg Goodwin
Executive Director
Regional Economic Policy and Projects Branch
Economic Development Division

Enclosures:

- Appendix A – Outcomes and Financial Reporting Schedule
- Appendix B – Communications Protocol

Appendix A – Outcome and Financial Reporting Schedule

The following are stipulations of the grant funding:

1. **Submission of a Communication Plan** – The communities participating in the RMI program (Recipient) will deliver to the Province a communications plan that outlines planned events, announcements and other media products pertaining to the planned expenditures for the period of April 1, 2014 to March 31, 2015, no later than May 1, 2014. As announcements or events are planned, the Recipient will inform the Province with at least one month's notice.
2. **Financial Report** – The Recipient will deliver to the Province an updated Financial Report to demonstrate actual and planned expenditures for the period April 1, 2014 to March 31, 2015, no later than June 30, 2015.
3. **Annual Outcomes and Analysis** – the Recipient will deliver to the Province an annual outcomes report and analysis for the period April 1, 2014 to March 31, 2015, no later than June 30, 2015.
4. **Additional Reporting Requirements** – the Recipient will deliver to the Province other additional reports as requested by the Province in a form satisfactory to the Province.

Appendix B – Communications Protocol

1. This Communications Protocol establishes the principles that will guide all announcements and events related to RMI. Communications activities include any public events or announcements and communications products such as speeches, press releases, websites, advertising, promotional material or signage specific RMI projects.
2. The Recipient will ensure the Ministry is aware of any potential announcements and will notify the Ministry at least one month, before any proposed public announcement or ceremony event. The Minister or designated representative may participate in such announcements or ceremonies, to take place at a mutually agreed date and location.
3. The Recipient will ensure permanent signage at the location of all projects referred to in this agreement, prominently identifying the Province of British Columbia's support.

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RECEIVED

APR 15 2014

BY VILLAGE OF HARRISON HOT SPRINGS



FILE #		DATE	
20540-20-01		April 15 / 14	
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> CO		
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE		
<input type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF		
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR		
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL		
<input type="checkbox"/> OP. MGR			
ITEM	A	B	C
COUNCIL AGENDA			
DATE <u>April 5 / 14</u>			
INITIAL <u>J</u>			
(ITEMS: A-REQ, ACTION; B - INFO - WRESP; C - INFO ONLY)			

Ref: 205405

APR 10 2014

His Worship John Van Laerhoven
Mayor of the District of Kent
P.O. Box 70
Agassiz BC V0M 1A0

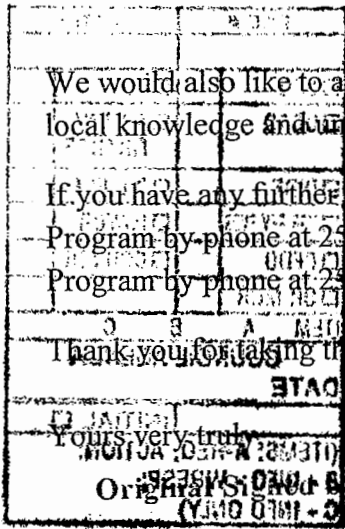
Dear Mayor Van Laerhoven:

Your letter of February 18, 2014, to Honourable Christy Clark, Premier, has been referred to the Ministry of Justice and the Ministry of Forests, Lands and Natural Resource Operations (FLNR) for a response.

Emergency Management BC (EMBC), with technical assistance from FLNR, oversees the administration of the Fraser River Sediment Management Program (the Program). The Program is intended to help maintain the current flood profile by removing sediment amounts equal to the annual influx. The annual influx, or sediment budget, was determined through scientific study and monitoring. Recently, new scientific information has been published that indicates the annual influx is slowing, and that the original computation of the sediment budget may not be as significant as previously understood.

It is important to note that sediment removal is a flood profile maintenance tool that is effective when performed in conjunction with a comprehensive strategy such as permanent mitigation infrastructure (e.g. dikes, riprap) and non-structural strategies (e.g. land use planning). Sediment removal will not, in the absence of other flood mitigation works, be an effective mechanism to prevent overland flooding or seepage on a flood plain. Additionally, sediment removal has not been previously undertaken to specifically prevent erosion.

We have also heard from other stakeholders that erosion control and seepage are key issues that should be addressed in a long-term sediment management plan for the Fraser River Gravel Reach. The review of the Program that is currently underway will explore not only the long-term utility of the Program, but also evaluate if and how potential erosion prevention can be addressed in an effective, fiscally and environmentally responsible manner. Sediment removal is not scheduled to occur while the review is underway.



We would also like to assure you that consultation with stakeholders and mechanisms to gather local knowledge and understanding will be incorporated into the planning process.

If you have any further questions, please contact Ms. Carol Loski, Director, Flood Protection Program by phone at 250 952-5063 or Ms. Sarah Duggan, Program Manager, Flood Protection Program by phone at 250 952-5065.

Thank you for taking the time to write.

Yours very truly

Original Signed By

ORIGINAL SIGNED BY

Suzanne Anton QC
Attorney General
Minister of Justice

Steve Thomson
Minister of Forests, Lands
and Natural Resource Operations

- pc: Honourable Christy Clark, Premier of British Columbia
- Mr. Laurie Throness, MLA, Chilliwack-Hope
- ✓ His Worship Mayor Leo Facio, Village of Harrison Hot Springs
- Grand Chief Doug Kelly, Sto:lo Tribal Council
- Chief Lincoln Douglas, Cheam First Nation
- Chief Harvey Paul, Sts'ailes First Nation
- Chief Andy Phillips, Scowlitz First Nation
- Chief Clem Seymour, Seabird Island Band

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RECEIVED

APR 28 2014

BY VILLAGE OF HARRISON HOT SPRINGS

April 17, 2014

Mayor Leo Facio
Village of Harrison Hot Springs
P.O. Box 160, 495 Hot Springs Road
Harrison Hot Springs, B.C. V0M 1K0

FILE #	DATE
5400-01	April 28/14
<input type="checkbox"/> CAO	<input type="checkbox"/> CO
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM	A B C
COUNCIL AGENDA	
DATE <u>May 5/14</u>	
INITIAL <u>LF</u>	
(ITEMS: A-REQ, ACTION: B - INFO - WRESP; C - INFO ONLY)	



Dear Mayor Facio:

From April 28 to May 26, 2014, the British Columbia Automobile Association (BCAA) will conduct its fourth annual "Worst Roads" survey. British Columbians will be invited to vote for B.C. roads they feel are unsafe, heavily congested or in need of repair.

As in previous years, the Top 10 List will be published on BCAA's website and shared publicly. Full survey results will only be shared with the Ministry of Transportation and Infrastructure, regional districts and municipalities to identify areas to be considered for assessment and potential improvement.

Keeping British Columbians safe on our roads is a top priority for BCAA. Our "Worst Roads" Survey is designed to provide government with information by enabling British Columbians to highlight roads that may have been overlooked for repairs, or to remind road authorities that certain roads may need assessment for better safety.

BCAA also uses the campaign as a way to share important road safety tips, encourage safe driving behaviour and engage the public to think about their role when it comes to ensuring everyone's safety on B.C.'s roads.

While maintaining road infrastructure is a key component of road safety, we understand that making repairs and improvements take time. BCAA also recognizes, and communicates publicly, that a tremendous amount of road improvements have been underway at both the provincial and municipal levels. And, we're happy to continue sharing your efforts to ensure roads in your jurisdiction are safe and reviewed for repair and improvements, in response to any BCAA Member or survey respondent inquiry.

If you have any questions, please contact Sara Holland, Senior Manager of Communication and Community at Sara.Holland@bcaa.com or 604-268-5029.

Sincerely,

Mark Donnelly
Director, Communication and Community



8.1

RECEIVED
APR - 7 2014
BY V. OF H.H.S.



City of Pitt Meadows

OFFICE OF THE MAYOR

April 2, 2014

File No.: 3900-20- 2626, 2013

Member Municipalities
Union of BC Municipalities
525 Government Street
Victoria, BC V8V 0A8

Re: Medical Marihuana Zoning Text Amendment

This is to advise that at its Regular Council Meeting held on Tuesday, April 1, 2014 Council adopted Bylaw No. 2626, 2013, a text amendment to the Zoning Bylaw, prohibiting the growing, storing, processing, testing or distribution of cannabis in all zones in the City of Pitt Meadows.

In light of:

1. Financial implications associated with the BC Assessment Authority's confirmation that commercial medical marihuana operations, or portions of operations, established to produce medical marihuana might qualify to be assessed at farm rates whether or not they are located in agricultural areas; and
2. The concerns regarding the lack of services, emergency access, and potential impact on neighbouring properties in agricultural areas,

Council has moved to prohibit medical marihuana production facilities in Pitt Meadows.

Copies of the resolution adopting Bylaw 2626, 2013, and the associated staff report dated March 5, 2014, are appended for your reference.

Yours truly,


Deb Walters
Mayor

Attach: 2

cc: Pitt Meadows Airport Society Chair
Pitt Meadows Council

12007 Harris Road, Pitt Meadows, British Columbia V3Y 2B5
Phone: 604-465-5454 Fax: 604-465-2404
www.pittmeadows.bc.ca

FILE #	DATE
0400-50	April 16/14
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> CO
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR.	
ITEM A	B (C)
COUNCIL AGENDA	
DATE April 22/14	
INITIAL <input type="checkbox"/>	
(ITEMS: A - INFO, ACTION:	
B - INFO - WRSP;	
C - INFO ONLY)	

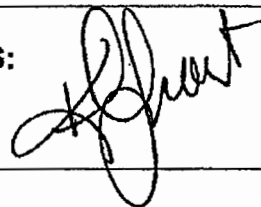
	CITY OF PITT MEADOWS		
	COUNCIL IN COMMITTEE REPORT		
	To:	Chief Administrative Officer	File No:
	From:	Acting Director of Operations and Development Services	Bylaw/Policy No: 2626, 2013
	Date:	March 5, 2014	
Subject:	Medicinal Marihuana Zoning Text Amendment		

RECOMMENDATIONS:

THAT Council:

- A. Grant First and Second Reading to Bylaw No. 2626, 2013; AND
- B. Waive the requirement for a public hearing for Bylaw No. 2626, 2013 as per Section 890(4) of the Local Government Act and Section 15.a. of the City of Pitt Meadows Development Application Procedures Bylaw No. 2444, 2009, OR
- C. Direct staff to prepare a bylaw for Council's consideration that would accommodate the production of medical marihuana within an industrial zoning designation; OR
- D. Other.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:



PURPOSE:

To request that Council consider the following two options with regard to the production of medical marijuana within the City of Pitt Meadows:

- Option 1: Grant First and Second Reading to Bylaw No. 2626, 2013 explicitly prohibiting the growing, storing, processing, testing, or distribution of cannabis from all zones and waive the requirements for public hearing pursuant to Section 890(4) of the Local Government Act and Section 15 a. of the City of Pitt Meadows Development Procedures Bylaw; OR

#118263v1

Option 2: Direct staff to prepare a bylaw for Council's consideration that would accommodate the production of medical marihuana within an industrial zoning designation, as proposed in the September 13th Report to Council. The proposed amendment would provide a mechanism to proponents seeking to locate a medical marihuana facility within Pitt Meadows, but would still require an rezoning application (and public hearing) for a particular location / parcel.

BACKGROUND:

At the October 1st, 2013 Regular Council meeting, Council considered a staff report that provided an update to the new federal legislation that would legalize the commercial production of marihuana for medical purposes. The new regulations will replace the Marihuana Medical Access Regulations (MMAR), which authorizes people to grow marihuana for themselves, or to allow a designated person to grow the marihuana for them. These new regulations go into effect on March 31st, 2014.

In June 2013, the Agricultural Land Commission had issued an information bulletin stating their position on the production of medical marihuana as a farm use consistent with the Farm Practices Protection Act. Generally, a municipality cannot prohibit those farm uses that are permitted by the province. Not all uses associated with the production of medical marihuana, for example, research and development, would be considered an agricultural use. In these cases, it may be necessary for the proponent to apply for a non-farm use in the Agricultural Land Reserve.

Despite the ALC's position last year, several municipalities were choosing to amend their zoning regulations to restrict medical marihuana facilities to industrial areas, even if there was land within the Agricultural Land Reserve within their boundaries. These municipalities included the Township of Langley, Chilliwack, and Burnaby. A few municipalities chose to permit these facilities within agricultural areas, including Maple Ridge. Pitt Meadows staff supported the possible location of medical marihuana production facilities in industrial areas as explained in the previous report to Council.

Two key developments have occurred regarding the new medical legislation. Firstly, the BC Assessment Authority has confirmed that commercial medical marihuana operations, or portions of operations established to produce medical marihuana might qualify to be assessed at farm rates whether or not they are located in agricultural areas.

Secondly, the Agricultural Land Commission updated their original bulletin (see Attachment A). The bulletin states that the regulation of land use is within a municipality's jurisdiction and that restrictions may be applied to the production of medical marihuana.

Since the fall, many municipalities in the Lower Mainland have considered and / or taken action to regulate medical marihuana production facilities. The following is a summary of the municipal land use approaches used in relation to medical marihuana facilities:

Municipality	Mechanism(s)	Zones Permitted	Status
Abbotsford	Blanket prohibition in Zoning Bylaw for all aspects of medical marihuana production.	None – Medical marihuana grow operations explicitly prohibited	Approved
Burnaby	Site-specific rezoning application.	Industrial Zones	Approved
Coquitlam	Specific areas zoned to permit the production of medical marihuana for other people under MMAR.	Industrial	Approved in 2012 under MMAR
Delta	Blanket prohibition in Zoning Bylaw for all aspects of medical marihuana production.	None, although may consider site specific zoning for use.	Bylaw went to P.H., February 25 th , 2014.
City of Langley	Under Uses Prohibited in All Zones, all aspects of medical marihuana production prohibited.	None	Approved
Township of Langley	Restricted all aspects of medical marijuana production to industrial zones.	Industrial	Approved
Richmond	Blanket prohibition in Zoning Bylaw for all aspects of medical marihuana production.*	None	Approved
District of North Vancouver	Blanket prohibition in Zoning Bylaw for all aspects of medical marihuana production.	None	In process
Chilliwack	Specific areas zoned to permit the production of medical marihuana.	Industrial	Approved
Surrey	Site specific rezoning.	Agricultural and limited commercial	Approved

*Richmond City Council is currently considering a site specific rezoning application to permit a medical marihuana production facility.

FINANCIAL IMPLICATIONS:

BC Assessment Authority's position on commercial marihuana operations could negatively impact the tax revenue generated by such a use on an industrial property.

DISCUSSION:

Since the first report to Council in October, two primary developments have occurred that may shift the municipal perspective on medical marihuana production facilities:

1. The BC Assessment Authority confirmed that commercial marihuana operations, or portions of operations established to produce medical marihuana might qualify to be assessed at farm rates whether or not they are located in agricultural areas.

The continued development of industrial and business park areas for commercial uses is a key factor in Pitt Meadows future financial sustainability. The study of property tax revenue distribution by G.P. Rollo and Associates, Land Economists, concluded that with the development of industrial / business park lands (including the North Loughheed Area and Cardiff Farm lands) the revenue from non-residential sources of property taxes would exceed residential property taxes by 2022 and account for 53% of the property tax revenue. Locating medical marihuana production facilities within areas designated for industrial uses would compromise that balance.

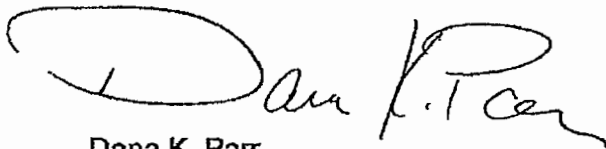
2. ALC's updated information bulletin regarding medical marihuana production in the ALR and the municipal role in its regulation and restriction.

In the September 13th report, staff recommended that medical marihuana production facilities be located in industrial areas with a rezoning application rather than in agricultural areas, despite the ALC's position that the cultivation of marijuana would be considered a farm use. The ALC's updated bulletin appears to confirm the City's original position that the municipality should be able to determine the location of these facilities within their own boundaries based on factors such as servicing capabilities, emergency access, and impact on neighbouring properties. However, the bulletin is not a legal document, and it remains possible that the municipality may be legally challenged on not permitting the use in the ALR. Given that many municipalities with land in the ALR are prohibiting medical marihuana operations there, this is a challenge that many local governments may be facing.

SUMMARY/CONCLUSION:

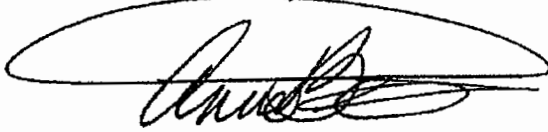
Given the potential loss of commercial tax revenue that could result from permitting medical marihuana production facilities in business parks / industrial areas and the lack of services, emergency access and impact on neighbouring properties in agricultural areas, staff is recommending that the use be prohibited in Pitt Meadows.

Respectfully submitted,



Dana K. Parr
Planner

Reviewed by:



Anne Berry
Manager of Development Services

Approved by:



Terry Fryer
Acting Director of Operations and
Development Services

ATTACHMENTS:

- A. Zoning Amendment Bylaw 2626, 2013
- B. ALC Information Bulletin, updated January 2014.



INFORMATION BULLETIN
MEDICAL MARIHUANA PRODUCTION IN THE AGRICULTURAL LAND RESERVE
Updated January 2014

Health Canada's Marihuana for Medical Purposes Regulation (MMPR) <http://www.laws-lois.justice.gc.ca/eng/regulations/SOR-2013-119/> has changed the parameters for the production of medical marihuana in Canada. The current system of personal use licenses and designated person licenses will be phased out by April 1, 2014. In its place, new Federal licenses are geared to larger scale production/distribution facilities. For further information about the changes see the following website <http://www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php>.

Various local governments in British Columbia are looking at their zoning bylaws to determine where these larger scale commercial production facilities should be directed. A number of local governments are considering industrial, commercial and agricultural zones, within purpose built structures and with siting regulations from property lines and residential uses. Others are looking to restrict this land use or direct to particular areas of their community.

The Agricultural Land Commission Act and regulations determine land use in the Agricultural Land Reserve (ALR). Due to the number of inquiries from local governments and Medical Marihuana production proponents, the ALC provides the following for clarification purposes with regard to Medical Marihuana production in the ALR.

Section 1 of the *Agricultural Land Commission Act* defines "farm use" as:

An occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*.

Based on the above definition, if a land owner is lawfully sanctioned to produce marihuana for medical purposes, the farming of said plant in the Agricultural Land Reserve (ALR) is allowed and would be interpreted by the Agricultural Land Commission as being consistent with the definition of "farm use" under the *ALC Act*.

Notwithstanding the farming of land for the production of medical marihuana, not all activities associated with its production would necessarily be given the same "farm use" consideration. Accessory uses associated with the farm use include a small business office, testing lab, processing and drying, packaging shipping areas, cloning room and anything else directly related to the growing and processing of the plant. Determining an accessory use is contingent on the use being necessary and commensurate with the primary function of the property/building to produce an agricultural product. If a land use activity is proposed that is not specifically related to the growing of an agricultural product including a stand-alone research and development facility, an application to the ALC for non-farm use would be required.

Municipalities are responsible for governing the use of land within the respective municipality's jurisdiction. Zoning bylaws enacted by municipalities may set out restrictions on land use, including but not limited to the use of land for medical marihuana production. Where such restrictions may apply to land within the ALR, such restrictions with respect to the particular land use of lawfully sanctioned medical marihuana production would not in and of themselves be considered as inconsistent with the *ALC Act*.

Proponents of medical marihuana production facilities should contact their local government to determine the applicability of zoning bylaws, approval processes and to determine building permit requirements that may apply.



Debra Key

From: CiB Program Coordinator <bloom@cib-cef.com>
Sent: Tuesday, April 15, 2014 6:35 AM
To: Communities in Bloom/Collectivites en fleurs
Subject: Communities in Bloom Proclamation Week - Semaine Collectivités en fleurs
Attachments: Proclamation Week.pdf; Proclamation FR.PDF

Dear National Finalists,

As you know, Communities in Bloom is celebrating its 20th Anniversary this year and in line with some celebrations, it was decided to proclaim the Week of May 4th, 2014 as the "Communities in Bloom Week"

At this time, we would encourage you to pass this request to your Municipal Council to endorse this initiative. Please note that we designated the week of May 4th, but the date is flexible and it can be changed to better suit your Community.

If this proclamation is adopted in your community, kindly let us know.

Thank you for your usual support

Chers finalistes nationaux,

Comme vous le savez, Collectivités en fleurs fête son 20e anniversaire cette année et conformément à certaines célébrations, il a été décidé de proclamer la semaine du 4 mai 2014 comme la "Semaine de Collectivités en fleurs"

Pour l'instant, nous vous encourageons à transmettre cette demande à votre Conseil Municipal afin d'approuver cette initiative. Veuillez noter que nous avons désigné la semaine du 4 mai, mais la date est flexible et peut être modifiée, pour une date de votre choix.

Si cette proclamation est adoptée dans votre collectivité veuillez nous le faire savoir.

Merci pour votre collaboration habituelle.

Sonia Parrino
 Program Coordinator – Coordonnatrice de programme
 Communities in Bloom - Collectivités en fleurs
 Tel: 514-694-8871 Fax: 514-694-3725
www.communitiesinbloom.ca - www.collectivitesenfleurs.ca



20
 EDITION

Mark your calendar!
 National Symposium & Awards Ceremonies
 Charlottetown, P.E.I., Sept. 17-20, 2014.

Retenez cette date!
 Symposium national et Cérémonies de remise des prix
 Charlottetown, I.-P.-É., 17-20 sept. 2014.

PROCLAMATION



Communities in Bloom Week

Whereas, in Canada, we are fortunate to have a multitude of communities and volunteers committed to fostering civic pride, environmental responsibility and beautification; and

Whereas, communities are committed to ensuring sustainable development for future generations; and

Whereas, participation in *Communities in Bloom* builds communities, strengthens volunteer and community development, enhances social interaction, and creates community pride; and

Whereas, the benefits provided by *Communities in Bloom* may boost the economy, create sustainability, enhance property values, attract new business, and increase tourism; and

Whereas, our parks, open spaces, green spaces and trails ensure sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all community levels: municipal, residential, commercial and institutional work together to ensure the voluntary sector and private enterprise throughout the Country participate in the planning, development and operation of recreation and parks programs, services and facilities.

Now, Therefore be it Resolved, that *Communities in Bloom* does hereby proclaim that the week of May 4 through May 10 has been designated as *Communities in Bloom Week* which will annually recognize and celebrate the benefits derived from *Communities in Bloom* and the countless volunteers and individuals that make our communities great places to live.

Therefore, _____ (name of municipality/ organization), in recognition of the benefits and values that *Communities in Bloom* does provide, do hereby designate the week of May 4, 2014 as *Communities in Bloom Week*.

Signed this _____ day of _____, 2014 by:

_____ (printed name and title)

_____ (signature)

People, Plants and Pride... Growing Together



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 29, 2014

FROM: Lisa Grant
Manager of Development and Community Services

SUBJECT: 2014 Community Events Quarterly Report

ISSUE:

Tourism Harrison has submitted a quarterly report for community events.

BACKGROUND:

To ensure that Council and staff are kept apprised of community events, Tourism Harrison has submitted a quarterly report for our information. The report outlines the events hosted in the first quarter of 2014 including description of the event, expenses and budget, and feedback on the event success.

Events hosted to date include:

- Harrison Family Fun Carnival
- Community Health and Wellness Fair
- Walk Run for Heritage

RECOMMENDATION:

That the "Event Management Plan 2014, 1st Quarterly Status Report" be received for information.

Respectfully submitted for your consideration;

Lisa Grant
Manager of Development and Community Services

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Ian Crane
Chief Administrative Officer

**Event Management Plan
2014
1st Quarter Status Report**

Quarterly Event Report

*find nature...
just up the road*

Quarterly Report

January to April

This first quarter saw the creation of a new event, Harrison Family Fun Carnival and the return of the Community Health and Wellness Fair.

February- Harrison Family Fun Carnival February 8 & 9, 2014

Objective- to offer something for local families and those visiting to celebrate the new holiday Family Day. Tourism Harrison worked with Ed & Phyllis Stenson formerly of the Harrison Festival Society to create activities modeled after their successful Children's Day.

Location: Memorial Hall and the St. Alice Hall

Activities:

ST.Alice Hall- activities included Mini Golf, Obstacle Course, Jr. Sports World, Pirate Bouncer and Little Kickers Soccer.

Memorial Hall- activities included Sasquatch Scavenger Hunt, manned Sasquatch Display, Button Making, photo booth, face painting, mini pow wow drum making. And performances by two children entertainers. And storytelling provided by Terrill Scott from FVRL

Attendance: Over the two days between the two locations we saw over 200 children with their parents attend the many activities. Everyone seemed to enjoy themselves.

RMI Budget: 10,300.

Actual Expenses

Ticket sales	\$1,569
Sponsors	0
Event Coordinator	\$2,800
Event Expenses	<u>8,695</u>
Total Event Expenses	\$11,495
Total Net expenditures	\$ 9.926

Total Marketing Spend approximately \$5000 with a \$750 in kind sponsorship from Black Press

Next year: Some feedback was to have it on all three days. Our thoughts on having it just on the Saturday and Sunday was that people would be travelling on Monday. But for those nearby it would offer another day to take in the activities. Shorter hours on the Monday.

Quarterly Event Report

*find nature...
just up the road*

March- Community Health and Wellness Fair March 29th

Objective- to bring businesses and services from the community in the Health & Wellness industry all to one place for residents to essentially learn what is offered locally. The Walk/Run for Heritage, a fundraiser for the Agassiz Harrison Museum and Kilby Historic Site was planned around this event to help benefit and encourage healthy living with physical activity.

Location: Memorial Hall

Activities: over 30 vendors from Agassiz and Harrison set up their booth, offering information, draws, and opportunity to talk to professionals.

Attendance: 150-200 people

Total RMI Budget: 3,100.

Actual Expenses

Table Rentals	\$ 260
Sponsors	0
Event Coordinator	\$1,800
Event Expenses	<u>960</u>
Total Event Expenses	\$2,760
Total Net expenditures	\$2,500

Next year: the weather was wet and cool, would have been nice to see more locals stop in and wander through. All surveyed vendors would return and liked the idea of tying it into a walk/run.

March- Walk Run for Heritage

Objective- To raise much needed funds for the Agassiz Harrison Museum and Kilby Historic Site.

Location: Lagoon, 5km and 10km route through the community

Activities: walk or run. Open to families and individuals

Attendance: 47 people

Next year: the weather was wet and cool. The participants loved the route and all look forward to attending in 2015. The goal for the group is to figure out how to raise attendance and make it a more profitable event. They would like to continue partnering with the Health and Wellness Show.

Next quarter Key Events April- June

June- Sasquatch Days June 7 & 8

Planning is coming along for this 3rd annual event. This two day event will see many activities returning that have become a tradition like war canoe races, vendors and the popular Salmon BBQ. New this year is the repatriation of the original Sasq'ets mask to the Sts'ailes from the Museum of Vancouver. Plans are to have it on display and have it carried in the procession.

July – Canada Day Celebrations- July 1

Planning for the day's activities is coming along. Parade participants have already been contacted, fireworks booked along with a bouncy castle to expand the children's activities. Looking for entertainment during the day.

Quarterly Event Report

*find nature...
just up the road*

Complete Event Schedule 2014

The objective for 2014 is to build the existing slate of events into larger more successful tourist events where possible, attract new tourist focused events and to implement new events that encourage overnight stays. In 2014 Family Day will be a new event organized by Tourism Harrison.

2014 Proposed Event Schedule			
Date	Event	Organizer	Event Coordinator Role
Feb 8 - 9	Family Day	Tourism Harrison	Management
30-Mar-14	Heritage Walk	Agassiz Museum/Kilby	Coordination
Mar 29	Health & Wellness Festival	Tourism Harrison	Management
April 15 - 30	Tulip Festival	Last two weeks of April	Coordination
June 7 & 8	Sasquatch Days	Sts'ailes	Coordination & management
1-Jul-14	Canada Day	Tourism Harrison	Management
July 12 - 20	Harrison Festival of the Arts	Harrison Festival	Coordination
26-Jul-14	Dragon Boat Festival	Fraser Valley Dragon Boat	Coordination
Aug 2nd	Slow Food Cycle Tour	Tourism Harrison	Management
10-Aug-14	Healing Wheels	Border Guards	Management
16-Aug-14	Car Rally	Tourism Harrison	Management
Aug 23	Hobie Cat Tournament	Hobie Cat Association	Coordination
Aug 30-31	Bands on the Beach	Tourism Harrison	Management
6-Sep-14	Bikers for Burns	Tourism Harrison	Management
Oct 25 & 26	Beer Festival	Tourism Harrison	Management
Nov 5-7	Harrison Sturgeon Tournament	BC Sport fishing Group	Coordination
23-Nov-13	Mr. & Ms. Vancouver	Vancouver Television	Coordination
Nov 29-30	Bald Eagle Festival	Tourism Harrison	Management
6-Dec-13	Spirit of the Holidays	Tourism Harrison	Management
	- Festival of Trees	Tourism Harrison	Management
	- Santa's Breakfast	Tourism Harrison	Management
	- Christmas Crawl	Tourism Harrison	Management



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 25, 2014
FROM: Debra Key, Deputy Chief
Administrative Officer/CO **FILE:** 0340-50
SUBJECT: Esplanade Block 1 Revitalization – Temporary Sidewalk
Extension Program

In May, 2014 the construction and revitalization of Esplanade Avenue Block 1 Project is expected to be completed. Several business owners have inquired with the Village about the possibility of expanding their business operation out onto the municipal sidewalk.

Staff has drafted a Temporary Sidewalk Extension Program policy that establishes guidelines and provides direction for the temporary use of municipal sidewalks. It is hoped that the program will create a visual atmosphere and contribute to the promotion of social diversity and vitality in the Village core. The policy requirements will also outline criteria to ensure safety, protection and security of pedestrian movement, and ensure the Village's infrastructure is protected from any potential liability. The application will allow for additional patron seating or display of retail merchandise onto a certain portion of the municipal sidewalk. All patio and retail display fixtures must be placed flush with the existing sidewalk. Any raised patio area application must include engineered plans and must not be built with any permanent material, such as concrete foundations and must not be physically anchored or fixed to the existing sidewalk.

Applicants will be required to apply to the Village for a Temporary Sidewalk Extension Application and pay a non-refundable application fee. The applicant will be required to provide a site plan, proposed area and description of use, perimeter fences or delineators, furniture, landscaping and other accessories to be used and proposed hours of operation.

If the applicant meets the requirements in the policy and approved, they will be required to enter into a Licence of Occupation for temporary encroachment onto municipal infrastructure. The applicant will be required to pay a licence of occupation fee to encroach of over municipal infrastructure, provide proof of liability insurance and pay a security deposit.

The term of the Licence of Occupation will be seasonal and upon expiry of the term, all chattels will be required to be removed from the Licence Area.

The staff report was before the Committee of the Whole and staff was directed to provide other options to Council for occupation of municipal sidewalk.

Considerations before the Committee were to:

- waive the Application Fee for the application for Licence of Occupation for 2014 in view of the disruption of construction of Block 1 Esplanade Revitalization
- Option to allow raised sidewalk extension over municipal sidewalk
- Option to allow permanent structures
- Annual Licence of Occupation v seasonal
- Regulation and enforcement of non-compliant operators or unauthorized use of municipal space
- Minimum maintenance standards
- Storage of seasonal equipment

Staff has added a provision in the policy to define "sidewalk café" and "merchant display" and the provision for a separate licence of occupation fee, liability insurance and security deposit for food and beverage operators and retail merchants. A sidewalk patio would encompass a larger area of space than the amount of space a retail merchant would occupy. Food and beverage operators would be placing tables and chairs and other furnishings indicative of service of food and beverage. Merchant displays would typically display tables or clothing racks that can be removed quickly and take up far less room than restaurant furniture. Retail merchants will be required to remove merchandise each business day in contrast to food and beverage operators whose furnishings and fixtures may remain in the licence area for the term of the Licence of Occupation.

It is suggested that the term of the Licence of Occupation be permitted on an annual basis for a seasonal term. Applicants will have the option to apply for a term each calendar year, however, due to snow and sidewalk clearing during the winter months, applicants will be required to remove all chattels from the Licence Area by November 15th of each year. The Village does not have provision or the authority for storage of private personal property.

As a condition of the Licence of Occupation, all applicants will be required to maintain the Licence Area in good condition, keeping all furniture, landscaping, barriers and fences property aligned, plumb and properly finished. In addition, the licence area must be kept in a clean and sanitary condition, free from grease, papers, rubbish and debris to the satisfaction of the Village. If the applicant fails to comply with the terms of the Licence, the Village may, at its sole discretion, require the removal of such debris at the applicant's expense.

The Park Regulation will be amended to include a provision to regulate the occupation of any structures or fixtures in a public space, including the exception for any applicant that has applied for and been approved for a Licence of Occupation in a public space.

During the design and concept considerations of the revitalization project on Esplanade, it was determined that a gas distribution line had to be relocated by Fortis BC from the road to .9 m from the property line. Fortis BC does not permit the use of "buildings, structures or foundations (including garden sheds, patios, concrete slabs, playhouses, swimming pools and satellite dishes)" within some of their rights-of-way.

The Village has not received any proposals from business operators for approval of a raised patio over the sidewalk extension area or for approval to occupy on a permanent basis. Any such applications will be subject to any and all approvals under the Village bylaws, *Local Government Act* and *Community Charter* and may be subject to engineered drawings of such structures.

The Village was successful in receiving funding through the Resort Municipality Initiative for the Revitalization of Block 1 Esplanade. This project was approved under the Resort Development Strategy designed to improve infrastructure and amenities and enhance the tourism experience. Part of the streetscape improvement cost was the installation and placement of decorative paving stones in the sidewalk and crosswalk areas to enhance and create an attractive public area for pedestrian traffic. It is recommended that the temporary sidewalk extension program be designed to allow a temporary use so that the integrity and intent of the improved paved stone sidewalk be kept free and clear of any permanent fixtures. The draft policy guidelines for implementation of a Temporary Sidewalk Extension Program will ensure the protection and security of the Village's infrastructure and will enhance the vitality of the Village core.

At this time, the revitalization project has obtained substantial completion but has yet to be fully completed. The lamp standards are scheduled to be installed May 15th. The project will be under warranty for a period of one year. Staff is recommending that the Temporary Sidewalk Extension Program Policy be held in abeyance until the project has been fully completed and the warranty period has passed.

OPTION #1

THAT the Temporary Sidewalk Extension Program Policy as presented be held in abeyance until the project has been fully completed and the warranty period has passed in 2015.

OPTION #2

THAT Council adopt the Temporary Sidewalk Extension Program Policy as presented.

OPTION #3

THAT staff be directed to amend the draft Temporary Sidewalk Extension Program Policy to allow for temporary raised patios of up to a maximum of .5m in height, subject to engineered plans.

OPTION #4

THAT staff be directed to amend the draft Temporary Sidewalk Extension Program Policy to allow for temporary raised patios subject to engineered plans.

OPTION #5

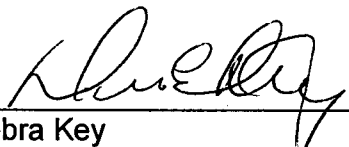
THAT Council not proceed with the draft policy on the Temporary Sidewalk Extension Program.

RECOMMENDATION:

OPTION #1

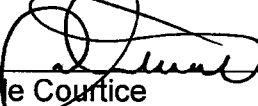
THAT the Temporary Sidewalk Extension Program Policy as presented be held in abeyance until the project has been fully completed and the warranty period has passed in 2015.

Respectfully submitted for your consideration:



Debra Key
Deputy Chief Administrative Officer/CO

DIRECTOR OF FINANCE COMMENTS:



Dale Courtice
Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ian Crane
Chief Administrative Officer

attachments

POLICY NAME	POLICY NUMBER 4.9
TEMPORARY SIDEWALK EXTENSION PROGRAM	DATE ADOPTED

1. PURPOSE

To establish guidelines and provide direction for the temporary use of municipal sidewalks. The use of a portion of municipal sidewalks may be permitted for occupation at the discretion of the Chief Administrative Officer or his delegate. Each application for a temporary sidewalk extension will be reviewed in conjunction with section 4 Design Guidelines.

The program is designed to create a visual atmosphere and contribute to the promotion of social diversity and vitality in the Village core. Business operators can make application to temporarily occupy additional space to take advantage of the outdoor climate and provide patrons other options for seating and/or for display of retail merchandise.

2. DEFINITIONS

“Accessory” means: planter, flower box, portable patio heater, umbrella

“Sidewalk Café” means: an outdoor patio or sidewalk patio as an ancillary use directly fronting the existing restaurant or licenced establishment and occupying a portion of municipal sidewalk for the purpose of serving food and beverage in an outdoor setting to seated patrons.

“Fixture” means: any furniture, landscaping, accessory, perimeter fence or delineator.

“Merchant Display” means: rack, table or display as an ancillary use directly fronting the existing business and occupying a portion of municipal sidewalk for the purpose of displaying merchandise in an outdoor environment.

“Temporary” means: lasting or designed to last for a limited time

3. POLICY

- a. The Temporary Sidewalk Extension Program allows for business operators to temporarily use portions of the municipal sidewalk directly fronting their business for patron seating or for the display of retail merchandise. The municipal sidewalk area must be safely protected and secured to allow accommodation for pedestrian movement. All patio fixtures and merchant display materials must be placed flush to the existing sidewalk.
- b. Business operators are required to submit a Temporary Sidewalk Extension Application and a non-refundable application fee. If approved, the applicant will be required to enter into a Licence of Occupation for temporary use of a portion of municipal sidewalk which includes a security deposit, proof of liability insurance, and licence fee based on the area of occupation.
- c. The term of the Licence of Occupation will be for the period of March 1st to October 31st.

- d. Smoking of any tobacco, electronic cigarette, cigar, cigarello, pipe or the ignition of any cartridge of nicotine solution, vaporizing system or any substance that replicates a smoking experience in any building, structure, park or public space is prohibited in accordance with the Village's Park Regulation Bylaw.
- e. Applicants are solely responsible at all times, for the security of any and all fixtures and accessories placed in the Licence Area.
- f. All businesses must have a valid Business Licence.
- g. Patio or sidewalk signage must be in accordance with the Village's Sign Bylaw.

4. DESIGN GUIDELINES

Design guidelines were developed in conjunction with the Official Community Plan's Lakeshore Development Permit Area Guidelines to ensure consistency throughout the waterfront area along Esplanade Avenue. All sidewalk extension designs must be consistent with the design guidelines described below and should include the following features:

- a. Furniture or fixtures should have a colour scheme complimentary to the adjoining building of which the business occupies, and the existing street landscaping and furniture design.
- b. The entrance and sidewalk area must not occupy more than one-half the width of the sidewalk abutting the premises and must provide a minimum of 1.8 m of clear, unobstructed sidewalk for pedestrian use and does not include loading zones;
- c. The entire occupation space cannot exceed the existing building frontage area and any fixtures must not overhang the occupation space;
- d. Any table and chair furniture must be of durable material, retain a high visual quality and be flush with the sidewalk. All fixtures must be freestanding and may include planters, flower boxes, portable patio heaters and umbrellas;
- e. All perimeter fences or delineators must not exceed a height of 1 m. Perimeter fences must be of acceptable materials, such as permeable glass or wrought iron.

Sidewalk Café

- i. Furniture, landscaping, portable patio heaters, accessories, perimeter fences or delineators may be located on the municipal sidewalk surface in accordance with an approved site plan.
- ii. Perimeter fences or other delineators may surround the licence area and must be used to separate the extension area where alcoholic beverages are being served.
- iii. All furniture, fixtures, landscaping, accessories and perimeter fencing or delineators must be removed from the licenced area of occupation by November 15th of each year. Failure to remove any of the existing fixtures will result in the forfeiture of the security deposit and may compromise any future applications.
- iv. Any extensions or amendments to existing seating areas requiring Liquor Control and Licencing Branch approvals will be the responsibility of the business operator.

- v. No furniture, fixtures, landscaping, accessories, perimeter fencing or delineators must be physically anchored or attached to the municipal sidewalk surface whether on a temporary or permanent basis.
- vi. Applicants must ensure they meet the requirements for any off-street parking spaces pursuant to the Village's current Zoning Bylaw.

Merchant Display

- i. Merchandise may be displayed on temporary tables, display or clothing racks on the municipal sidewalk in accordance with an approved site plan.
- ii. Racks, tables, displays or merchandise must be removed from the licenced area at the end of each business day. Failure to remove racks, tables, displays or merchandise may result in the forfeiture of the security deposit and may compromise any future applications.
- iii. No racks, tables, displays or merchandise must be physically anchored or attached to the municipal sidewalk surface whether on a temporary or permanent basis.
- iv. No retail merchandise will be permitted to be displayed other than what is permitted under the existing Business Licence.

5. APPLICATION AND FEES

A business operator is required to submit a Temporary Sidewalk Extension Application. The completed application must be accompanied by:

- a. site plan showing the proposed area of occupation, including the identification of any adjacent landscaping, street furniture, parking areas and bus stop locations;
- b. location of existing infrastructure (e.g. light standards, manholes, etc.)
- c. description of the proposed use;
- d. hours of operation;
- e. list of furniture, landscaping, perimeter fences or delineators, merchandise, fixtures and other accessories to be placed in Licence Area;
- f. Materials and colour proposed to be used for perimeter fences and delineators;
- g. Applicable Application Fee

All site plans, description of the proposed use, hours of operation, fixtures, merchandise, materials and design must be approved by the Village. Renewals of applications must be made on an annual basis.

6. APPROVALS and CANCELLATION

All sidewalk extension applications must meet the criteria outlined in the policy for approval.

Applications that do not meet the criteria may not be approved.

At any time, the Chief Administrative Officer or his delegate may, without notice, order that any outdoor seating facility or retail merchandise area be vacated, and any fixtures and accessories removed until further notice if the health, safety, welfare of the public of the Village of Harrison Hot Springs is threatened.





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 29, 2014

FROM: Lisa Grant
 Manager of Development and Community Services
 Cindy Richardson
 Manager of Revenue Services

SUBJECT: Farmers Market Proposal

ISSUE:

Cole Unger, a minor and local resident, has approached staff with a proposal to operate a farmer's market in the Village.

BACKGROUND:

Mr. Unger approach staff in late March with a proposal to operate a farmer's market during the summer of 2014. Mr. Unger has been a junior business licence holder for several years and sold his goods at other farmer's markets in the region. Currently, the Village does not host a farmer's market. This proposal can fill a niche in the community that is missing.

DISCUSSION:

Staff met with Mr. Unger in late March and identified several items that need to be addressed.

Vendors:

It is proposed that a maximum of 10 vendors will participate in the farmer's market. To date, 5 have confirmed. The vendors may sell the following goods produce grown on the farm (fruits, vegetables, flowers, nuts etc.) and artisan goods (farm made cheeses, crafts, etc.). The sale of used items and prepared food (e.g. food carts) will be prohibited. However, if a local vendor wishes to operate a food cart and holds a valid business licence, this may be permitted.

Location:

After discussions with staff, it has been determined that the overflow RV parking area, adjacent to the Village Office is the most suitable location. A portion of the area is will closed off during the farmer's market for vendors. Parking will be provided on-site or along one of the local streets, such as, Miami River Drive.

Operation:

Mr. Unger with the assistance of his father will coordinate the setup and take down of the farmer's market. No power or on-site washrooms will be provided. Each vender will need to be self-sufficient. Mr. Unger will need to provide liability insurance for the farmer's market, as required by the Use of Public and Municipal Property policy.

Use of Municipal or Public Property Permit:

After considering Mr. Unger's proposal, staff supports the issuance of a Use of Municipal or Public Property Permit (Events Permit) for the farmer's market. Council may exempt a community event from certain policy requirements. It is proposed that Council waive the application fee and damage deposit, and/or charge a minimal damage deposit, allow for the sale of food and artisan products, as described above, at the farmer's market.

Community Benefit:

This proposal will add to the community from an economic development perspective and strengthen our sense of community by providing venders, local residents and visitors with opportunity to participate in this market. Many communities host farmer's markets. This is a great way to promote healthy living, building on community spirit, engage local residents, and support the local economy.

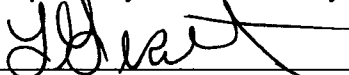
RECOMMENDATION:

THAT a Use of Public or Municipal Property Permit be granted for every Friday in June until the end September 2014 from 3 pm to 7 pm for the use of the municipal property adjacent to the Village Office for a farmer's market, which will specifically exclude the sale of used items.

AND FURTHER THAT Council supports the farmer's market by exempting the following requirements:

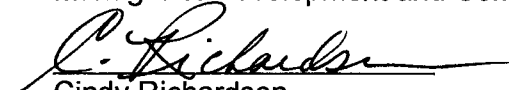
1. Waive the application and deposit fee;
2. Allow the sale of food products related to the farmer's market which include locally grown fruits and vegetables, and artisan related foods;
3. Waive the requirements that food products be pre-packaged.

Respectfully submitted for your consideration;



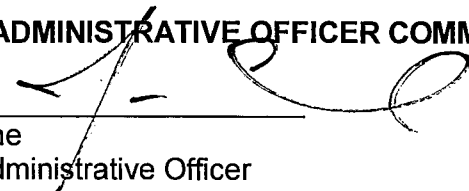
Lisa Grant

Manager of Development and Community Services



Cindy Richardson
Manager of Revenue Services

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Ian Crane
Chief Administrative Officer