



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, February 16, 2015
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	
THAT the Minutes of the Regular Council Meeting held on February 2, 2015 be adopted.	Item 4 Page 1
5. BUSINESS ARISING FROM THE MINUTES	
6. CONSENT AGENDA	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	
iv. Correspondence	
7. DELEGATIONS	
<ul style="list-style-type: none"> • Harrison Hot Springs Fire Department – Fire Chief Don Labossiere • Harrison Festival Society – Andy Hillhouse 	Item 7a Page 5 Item 7b Page 23
8. CORRESPONDENCE	
9. BUSINESS ARISING FROM CORRESPONDENCE	

10. REPORTS FROM COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS	
11. REPORTS FROM MAYOR	
12. REPORTS FROM STAFF	
<p>Report of Deputy Chief Administrative Officer/Corporate Officer – February 4, 2015 Re: Special Event Applications under the Use of Public and Municipal Property Policy 4.1 – The Help Project</p> <p>Recommendation:</p> <p>THAT the user fee for the rental of the Memorial Hall facility for The Help Project’s Special Events scheduled for May 8, 2015 and November 7, 2015 be waived.</p> <p>Report of Deputy Chief Administrative Officer/Corporate Officer – February 5, 2015 Re: Special In Camera Council Meeting – March 11, 12 and 13, 2015</p> <p>Recommendation:</p> <p>1. THAT the Harrison Hot Springs Resort & Spa be approved as the venue for a Special In Camera Council Meeting to be held on March 11, 12 & 13, 2015;</p> <p>2. AND THAT staff be directed to give notice under s. 94 of the <i>Community Charter</i> and prepare an amendment to the Council Procedure Bylaw authorizing:</p> <ul style="list-style-type: none">1. Council meetings to be held at any venue within municipal boundaries; and2. Inclusion of Reports of Councillors to the Order of Business at a Regular Meeting of Council.	<p>Item 12a Page 25</p> <p>Item 12b Page 31</p>
13. BYLAWS	
<p>Report of Deputy Chief Administrative Officer/Corporate Officer – February 10, 2015 Re: Sign Bylaw Amendments</p> <p>Recommendation:</p> <p>THAT “Sign Bylaw Amendment Bylaw No. 1064, 2015” be given introduction and three readings.</p>	<p>Item 13 Page 33</p>
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: February 2, 2015
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 Sonja Reyerse
Councillor John Hansen
Councillor Samantha Piper

Chief Administrative Officer, Ian Crane
Deputy Chief Administrative Officer/CO, Debra Key

ABSENT:

Recording Secretary: Jaclyn Bhatti

1.

CALL TO ORDER

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

2.

INTRODUCTION OF LATE ITEMS

None

3.

APPROVAL OF AGENDA

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**

4.

ADOPTION OF COUNCIL MINUTES

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the Minutes of the Regular Council Meeting held on January 19, 2015
be adopted.

**CARRIED
UNANIMOUSLY**

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 2, 2015

5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **CONSENT AGENDA**

i. **Bylaws** Miami River Dike Pump Station Upgrade Temporary Borrowing Bylaw No. 1063, 2015.

ii. **Agreements**

iii. **Committee/
Commission
Minutes**

iv. **Correspondence** News Release dated December 4, 2014 from the Ministry of Transportation and Infrastructure regarding Slow Down Move Over Regulation.

Letter dated January 16, 2015 from the Canadian Wildlife Service regarding Consultation on SARA Listing Process for Terrestrial Species 2014 and 2015.

News releases dated January 27, 2015 from Fraser Health.

Moved by Councillor Reverse
Seconded by Councillor Buckley

THAT Bylaw No. 1063, 2015 be adopted and the correspondence be received.

**CARRIED
UNANIMOUSLY**

7. **DELEGATIONS**

The Help Project – Susan Eick

Susan Eick provided Council with a PowerPoint presentation that gave an overview and update on the Help Project.

Tourism Harrison - Robert Reyerse

Robert Reyerse provided Council with a PowerPoint presentation on Event Management from 2014 and the Event Management plans for 2015.

8. **CORRESPONDENCE**

None

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

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

- Councillor Piper reported that she attended the Fraser Valley Aboriginal Relations Committee meeting. The 2015 plan for this committee includes the ongoing development of a First Nation Engagement Strategy. The committee also gave an update regarding the Safe Drinking Water Plan for Cheam First Nation.

11. **REPORTS FROM MAYOR LEO FACIO**

- The Order of British Columbia is calling for nominations.
- Contacted the Heart and Stroke Foundation regarding free defibrillators. Potential locations are being looked into.
- Followed up on information from Councillor Piper regarding European Fire Ants. Additional information is available on the Ministry of Agriculture's website.
- The Lower Mainland Local Government Association AGM & Conference is being held May 6 - 8, 2015 at the Harrison Hot Springs Resort & Spa. They are calling for resolutions and nominations.
- The Fraser Valley Regional District and the University of the Fraser Valley are partnering to further develop opportunities for students to work on environmental and community planning projects in the region.
- BC Transit presented at the Regional District meeting. Starting in April there will be a Fraser Valley Express bus traveling from Chilliwack to Langley. There is also a proposed route from Hope to Agassiz that is still in the discussion stage.
- The Province has created its first searchable database for disability resources. Councillor Hansen brought this information from the Healthy Communities Committee.

12. **REPORTS FROM STAFF**

Report of Manager of Development and Community Services – January 28, 2015

Re: Tourism Harrison's 2015 Event Management Plan

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT Council approves the Event Management Plan 2015 from Tourism Harrison Society.

**CARRIED
UNANIMOUSLY**

13. **BYLAWS**

None

14. **QUESTIONS FROM THE PUBLIC**

None

15. **ADJOURNMENT**

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the meeting be adjourned at 7:54 p.m.

**CARRIED
UNANIMOUSLY**

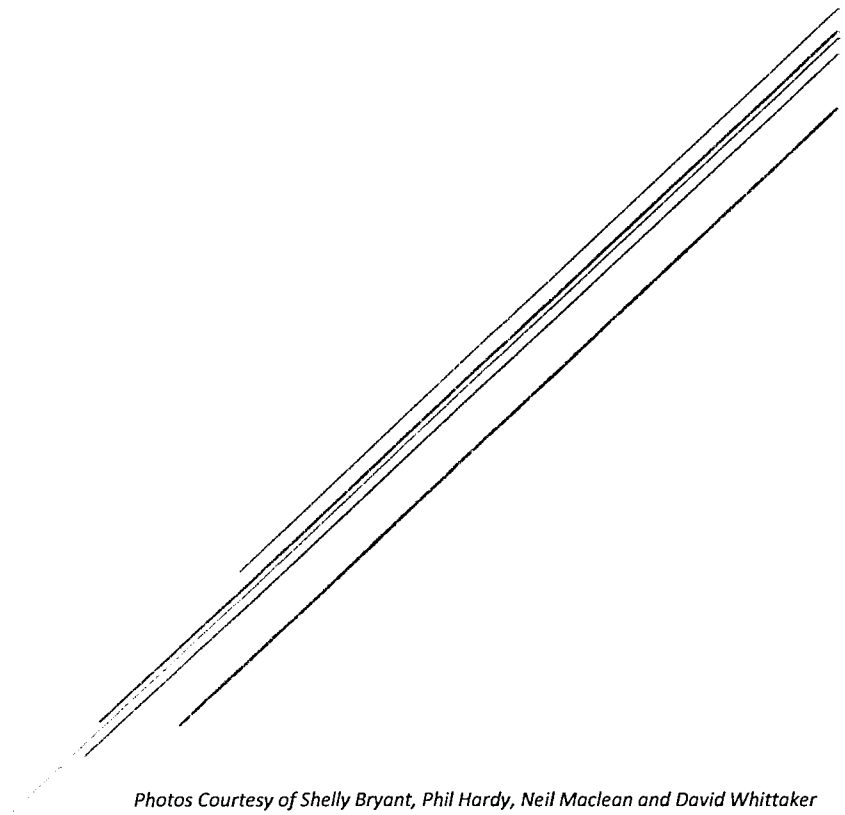
Leo Facio
Mayor

Debra Key
Corporate Officer



HARRISON *Hot Springs* **Fire Department**

2014
Annual Report



HARRISON HOT SPRINGS
Naturally Refreshed

Photos Courtesy of Shelly Bryant, Phil Hardy, Neil Maclean and David Whittaker

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MISSION STATEMENT

“The Harrison Hot Springs Fire Department will provide to our community fire prevention and awareness information as well as quality and effective fire suppression capabilities to the best of our ability. This is our community and through team work and professionalism we will strive to protect lives, property and damage to our environment as our primary goals”.

Values: Trust, Teamwork, Integrity, Compassion and Professionalism



INTRODUCTION



Fire Chief D.M. Labossiere

It is an honour and a pleasure to once again present the Harrison Hot Springs Fire Department annual report to Council, our residents and our staff.

The primary mission of the Harrison Hot Springs Fire Department is to provide fire protection services and to protect the lives and property of the residents in the Village from the adverse effects of fires, specific medical emergencies or exposures to dangerous situations/conditions created by man or nature.

We are able to accomplish our mission through the dedication of 19 fire department members committed to providing excellent service to our community and to making a difference in the lives of the people we serve. We take pride in our service delivery and we use our training and skills to assist our residents, business partners and visitors on an average 60 calls for service per year. Our services have broadened over the years and our ability to respond to a variety of incidents speaks volumes of our desire to serve. We continue to evaluate the needs of the community and seek solutions to improved service.

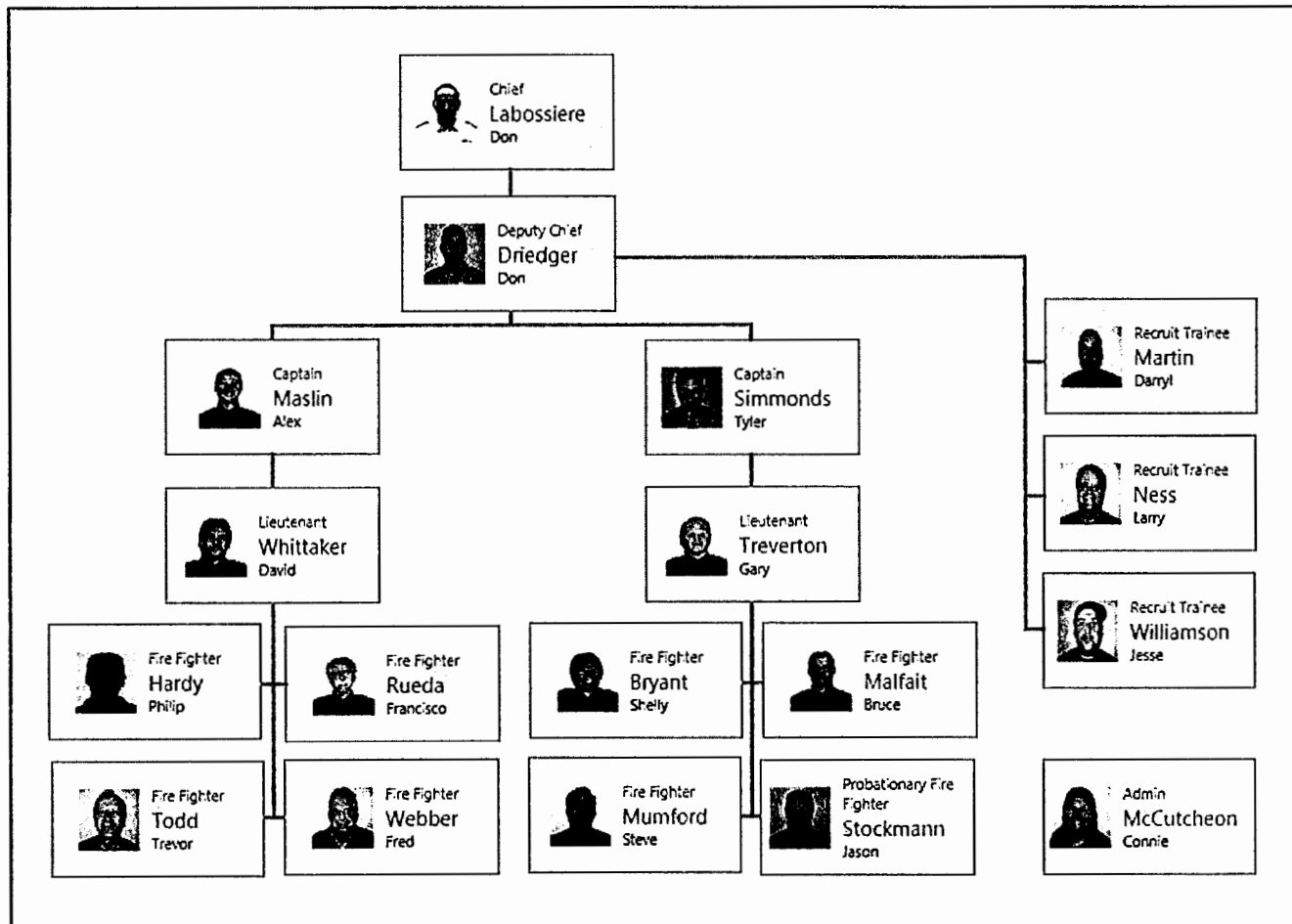
Our Fire Prevention Team seeks to prevent fires through a fire prevention program that minimizes fire risk through regular fire inspections of business and public education and awareness.

You also can do your part by planning an escape route from your home, establishing a meeting place for your family once you are safely out and ensure that your home has at least one smoke alarm on every level of the home and outside all sleeping areas. **SMOKE ALARMS SAVE LIVES**

The Harrison Hot Springs Fire Department is well positioned to accept new challenges that may arise and will face them with the steadfast determination that has become the department's trademark.

Don Labossiere
Fire Chief
Harrison Hot Springs

ORGANIZATIONAL CHART



PERSONNEL

PAID-ON CALL (POC) OFFICERS AND FIREFIGHTERS as of December 31, 2014

Fire Chief	1
Deputy Chief	1
Captain	2
Lieutenant	2
Lieutenant Fire Prevention Officer	0
Fire Fighters	11
Fire Fighters (on leave)	2
Total	19*

***NOTE:** In 2014, two POC members left the Department (Richard Shelley July 2 & Neil MacLean October 30), two members taking one year leave of absences and four new members joining.



EMERGENCY RESPONSES

RESPONSES BY TYPE	2014	2013	2012	2011
Fires	11	5	5	2
Emergency Medical	9	11	13	12
Motor Vehicle Accidents	8	3	5	6
Burning Complaints	20	21	23	8
Public Service	2	0	1	1
Public Hazards	2	2	1	4
Rescues	3	0	1	1
Hazardous Materials	2	1	4	-
Alarms Ringing	11	24	15	16
Miscellaneous	2	3	1	-
TOTAL	70	70	69	50

EMERGENCY MEDICAL

Lift Assist (BCAS)	1
Breathing Difficulties	2
Cardiac Arrest	1
Landing Zone	1
RCMP Related	1
Drowning	2

MOTOR VEHICLE ACCIDENTS

MVA	8
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PUBLIC HAZARDS

Power Lines Down	2
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RESPONSES

SINGLE ENGINE RESPONSE	48
MULTIPLE ENGINE RESPONSE	14
UTILITY RESPONSES	8

FIRES

Reported as Structure	3
Smell or Smoke	4
Electrical	1
Dumpster	1
Small Fire	2

ALARMS RINGING

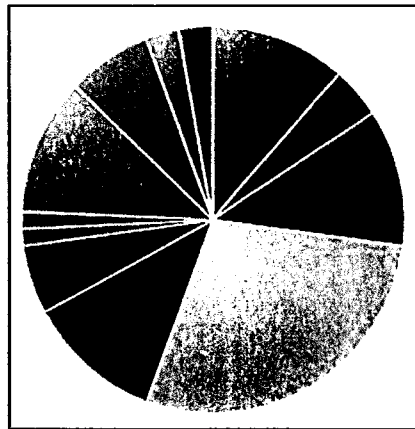
Commercial Alarms	8
Residential Alarms	3

BURNING COMPLAINTS

Burning Complaints	19
Beach Bonfires	1
Mutual Aid (District of Kent)	2

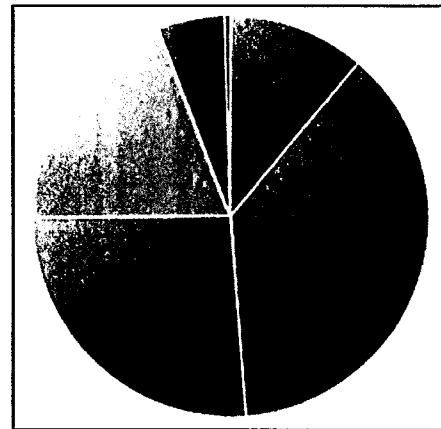
FIRE LOSSES

FIRE LOSS	2014	0
	2013	0
	2012	\$300.00 (Naismith shed fire)
	2011	0
FIRE FATALITIES	2014	0
	2013	0
	2012	0
	2011	0
FIRE INJURIES	2014	0
	2013	0
	2012	0
	2011	0



- Alarm (Commercial) 008 - (11.43%)
- Alarm (Residential) 003 - (04.29%)
- Ambulance Assist 008 - (11.43%)
- Burning Complaint 020 - (28.57%)
- Fire 008 - (11.43%)
- Gas Leak 004 - (05.71%)
- Hazmat 001 - (01.43%)
- Medical 001 - (01.43%)
- MVA 008 - (11.43%)
- Other 005 - (07.14%)
- Power Lines 002 - (02.86%)
- Rescue 002 - (02.86%)

2014 Responses by Type



- Emergency 0413.00 - (11.19%)
- Practice 1387.50 - (37.59%)
- Volunteer 0962.85 - (26.08%)
- Training 0711.50 - (19.27%)
- L AFC 0201.00 - (05.45%)
- Janitorial 0015.50 - (00.42%)

2014 Time Distribution

FIRE PREVENTION

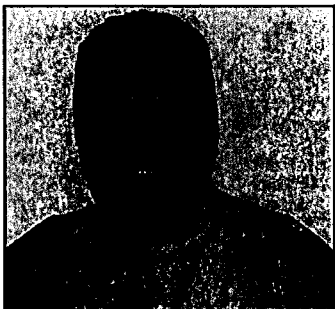
	2014	2013	2012	2011
FIRE INSPECTIONS				
Business Licence Applications	158	178	131	-
Regular Inspections	98	90	111	-
Re-Inspections	21	15	16	-
Final Inspections (new buildings)	0	0	0	-
Complaint	2	6	10	-
Occupancy Load Request	1	1	3	-

NOTE: There were 158 business licences issued with 98 of those businesses operating out of Harrison Hot Springs that require regular fire inspections.

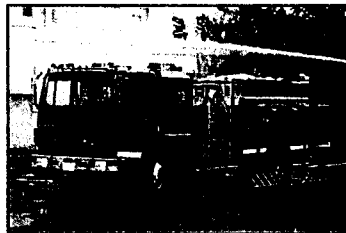
The Departments Fire Prevention Officer (FPO) also scheduled two public education sessions, one occupancy load check and followed up on numerous violations against the Fire Code during regular business hours.

The FPO attended the following courses/seminars during this fiscal year:

- April 12-13** – Two day LAFC seminar in Burnaby attended by LT MacLean.
- April 26-27** – Two day LAFC seminar in Burnaby attended by LT Whittaker.
- May 30** – Completion of the Basic LAFC online course by LT Whittaker.
- September 11** – One day Hoarding seminar in Maple Ridge attended by LT’s MacLean and Whittaker.
- October 30** – Lieutenant Neil MacLean resigned from the Department.



Lieutenant Neil MacLean
Fire Prevention Officer



BUDGET

	2014	2013	2012	2011
ACTUAL OPERATING COSTS				
Annual Operating Cost	\$124,308.90	\$119,671.00	\$130,406.00	\$116,149.00
Population estimate	1575	1575	1575	1575
Per Capita Cost	\$78.93	\$75.35	\$82.80	\$73.75
POC WAGES				
	2014	2013	2012	2011
Officer Honorarium	\$11,250.00	\$11,250.00	\$9750.00	\$5000.00
Fire Fighter Callouts	\$8072.11	\$6873.00	\$7465.40	\$4068.00
Fire Fighter Practice	\$24,928.94	\$25,404.00	\$20,642.00	\$23,310.00
Firefighter Training	\$12,803.64	\$17,963.00	\$13,000.42	\$7768.32
Fire Prevention Wages	\$3682.32	\$3307.00	\$3847.20	\$3600.00
Total	\$60,737.01	\$63,697.00	\$54,705.02	\$43,746.32

2014 CAPITAL EXPENDITURES

Apparatus / Vehicle Purchases:

- N/A



Major Equipment Purchases:

- \$5000.00 for a deck gun for Engine 1-1 (September)

Other Purchases:

- Wildfire: McLeod tools, 5Gallon portable tanks (soft and hard tank)
- Safety: Traffic safety signs, Fire tape, Flotation devices, Water rescue rope
- 30 Gallons of Class 'A' foam

Repairs and Maintenance:

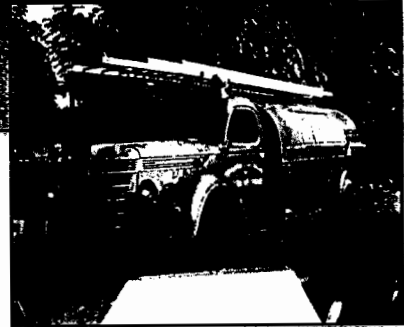
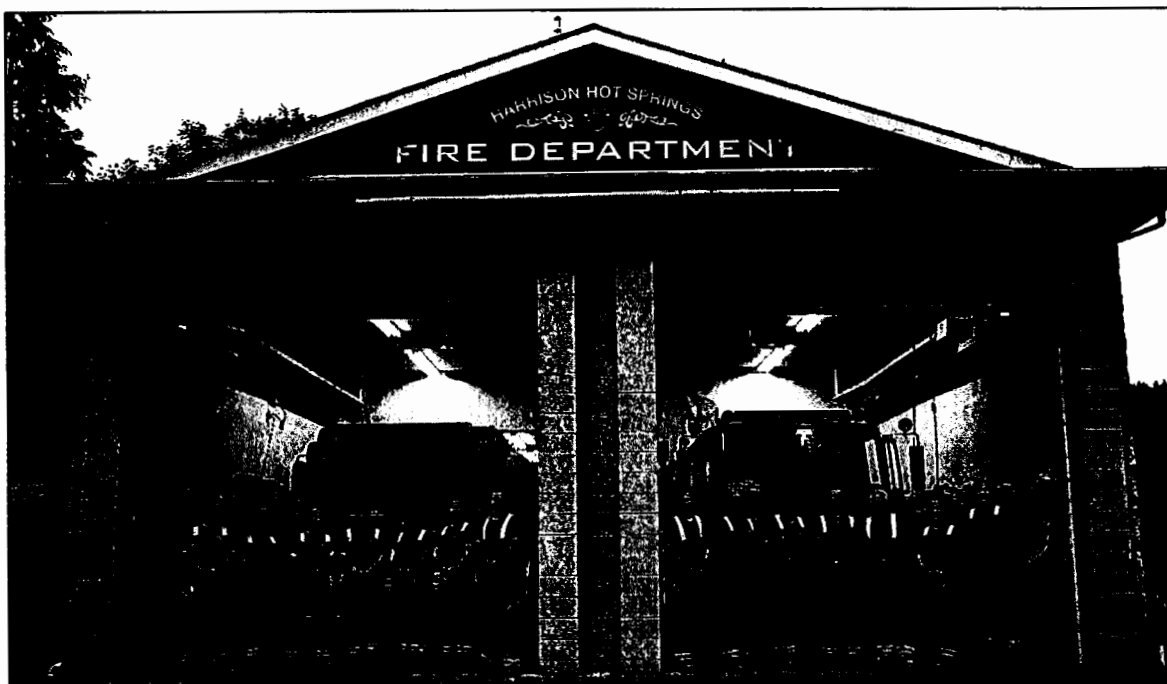
- Two 1.75" nozzles repaired
- Three SCBA air packs repaired, tested and re-certified
- Eleven cylinders hydrostatic tested and certified

EMERGENCY FIRE FIGHTING APPARATUS

	No.	Apparatus	Year	Capacity
ENGINES:	408	Engine 1-1 (Spartan)	2012	1050 IGPM
	407	Engine 1-2 (Volvo)	1992*	1050 IGPM
UTILITY:	409	Utility 1-8 (Utility pickup)	1992*	n/a
ANTIQUUE:	421	Ford	1941**	n/a

* Fire Fighting apparatus more than 20 years old.

** Currently in storage in the maintenance yard.



TRAINING

What we did in 2014:

The Department had a moderately busy training year in 2014, beginning with eight members attending a one day Rail Safety course (Agassiz FD), three Officers completing the Wildfire in Urban Interface (WFF1) train the trainer course (Agassiz FD) and all the members of the Department completed the one day WFF1 course.

In September, seven members successfully completed the First Responder3 (FR3) certification course (one was a re-certification) bringing the number of FR3 certified members to sixteen. As well, two members completed a one day Emergency Vehicle Training (EVT) course and three members completed the Air Brake Endorsement certification course.

In October, the Department entered into the NFPA Firefighter2 vocational training program through the Justice Institute of British Columbia and began Module1. This is a multi-year training program with an expected completion by the end of 2016.

In November, one Officer completed the Fire Officer1 program, so all Department Officers are trained to the Fire Officer1 level and two Officers have begun courses at the Fire Officer2 level. It is expected that the Department Officers will maintain and build knowledge through the Justice Institute of British Columbia (JIBC) Officer training programs relating to incident management and firefighter safety.

What we plan to do in 2015:

The upcoming year will see the weekly in-house training focused on the following:

- The Firefighter2 program (Modules 1-2)
- First Responder (FR3) first aid refresher training
- Topic lectures and SOP drill exercises to be conducted quarterly

Other specialized training will focus on the following topics:

- Recruit Training Program5 (RTP5) basic training for three recruits
- First Responder training for recruits and re-certifications for three members
- Officer development through the Fire Officer2 training program
- Driver/Operator training (Air Brake Endorsement , EVT, Pumps and Pumping and Traffic Safety)



EMERGENCY PREPAREDNESS

KENT HARRISON EMERGENCY MANAGEMENT COMMITTEE

The Emergency Program Coordinator (EPC) is Gerald Basten with Marvin Anderson as the deputy EPC. Gerald Basten is continuing to actively work on developing a wildfire response plan for the emergency manual, and coordinated the Wildfire in the Urban Interface training course for the Harrison, Agassiz, Seabird Island and Popkum Fire Departments early in the year.

The communications team continues in developing a plan to have a portable radio system that will be able to be deployed in a number of places including the Harrison Hot Springs Fire Hall when required. The KHEMC has been unsuccessful in consecutive attempts for grant funding to fund this project.

EMERGENCY SOCIAL SERVICES

The Emergency Social Services (ESS) team Coordinator is Pierre Groenenboom, who continues to acquire training for this position. Recruitment is ongoing, but the ESS team has responded to 4 events in Agassiz that displaced several families. Pierre has developed ties with the Chilliwack team to utilize some of their pre-arranged suppliers and advice when required.

MUTUAL AID AGREEMENTS

The Mutual Aid Agreement between the Village of Harrison Hot Springs and the District of Kent was updated and includes the HHSFD responding to reported fires on Rockwell Drive.

Members of the Department attended a live fire burning event sponsored by the Agassiz Fire Department which gained valuable experience to our members in a multi-Department setting. As well, members of the Department attended two Agassiz FD sponsored training sessions (Rail Safety and Wild Fire in the Urban Interface courses).

HARRISON HOT SPRINGS

Naturally Refreshed

MESSAGES AND MENTIONS

1. The Department donated the following items to the *Fire Fighters without Borders* organization (Bob Duartt) in April:
 - a. Structural FF boots x9
 - b. Balaclavas x5
 - c. ERG 2008 books x8
 - d. Floodlight x1
 - e. Station Boots x1
 - f. PASS devices x5
 - g. Suspenders x1
 - h. FF Gloves x10
 - i. Monitor pagers x6
 - j. FF Helmets x6
 - k. Turnout Gear x5
 - l. TO Jackets only x5

2. The First Aid Department held first aid training courses for members of the public with fourteen people being certified in Basic CPR/First Aid throughout the year.

3. Nestle Water for supplying the Department with a pallet of bottled water at no cost.

4. The Harrison Hotel and Resort and Spa for their continued support of the Fire Departments Annual Canada Day breakfast event at the Hall.

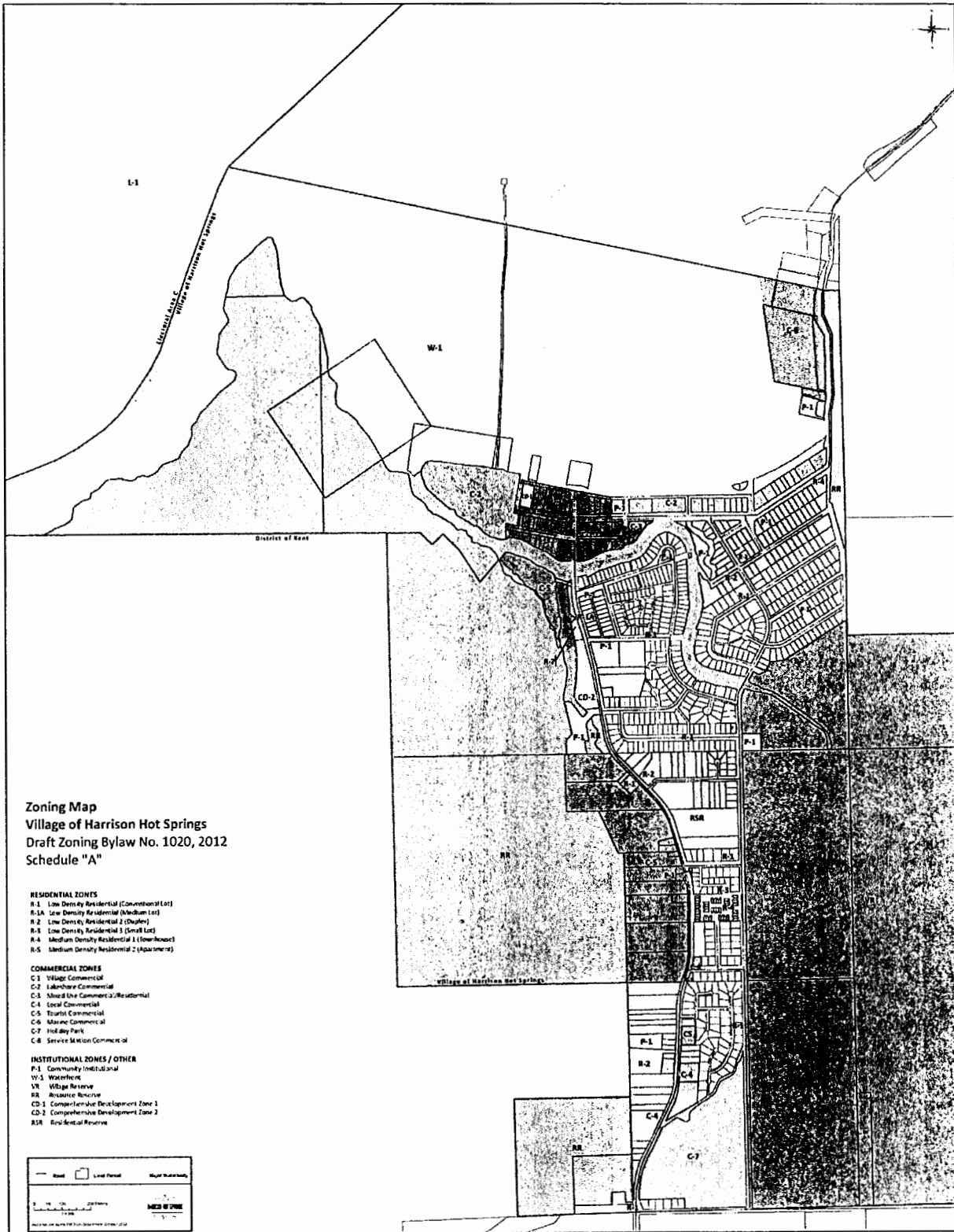
BRITISH COLUMBIA BURN FACTS

2013 FIRE REPORTING

Fires Reported – Total	6715
• Injuries due to fire	264
• Deaths due to fire	23
Residential Fires Reported	2192
• Injuries	196
• Deaths	13
Smoke Alarms Reported as Not Working (residential)	
• No smoke alarm installed	317
• Not activated – reason unknown	307
• Not installed in a suitable location	100
• Not activated – no battery/dead battery	53
• Not activated – ac power off/disabled	30
• Not activated – mechanical failure	11
Most Common Causes of the Fires Reported	
• Stove/range top burner involving fire	525
• Electrical wiring	38
• Smoker's material - cigarette	134
• Fireplace/chimney	90
• Cooking equipment	85
• Oven of stove/range	75
• Heaters includes water/space/portable	48
• Candle	47
• Wood stove - includes pellet stoves	45
• Cannot be determined	396

Office of the Fire Commissioner – 2013 Fire Reporting

MAP OF HARRISON HOT SPRINGS



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HARRISON HOT SPRINGS

Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Administration Department no later than 4:30 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. All requests must be accompanied with background information which will be included in the agenda package. You can submit your request in person, by mail at PO Box 160 Harrison Hot Springs, BC V0M 1K0, fax at 604-796-2192 or e-mail at ksobie@harrisonhotsprings.ca.

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

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

Date: JAN 22/2015 Requested Meeting Date: FEB 16/2015

Organization Name (if applicable): HARRISON FESTIVAL SOCIETY

Name of Presenter: ANDY HILLHOUSE

Name of Applicant if Other than Above: _____

Contact Phone Number & E-Mail: 604-796-3664

Mailing Address with Postal Code: PO Box 399 HHS V0M 1K0

Audio/Visual requirements: None

Topic: AN UPDATE ON HARRISON FESTIVAL TRANSITION,
AND THE FESTIVAL'S IMPACT ON THE COMMUNITY

Action you wish Council to take: NONE

RECEIVED
JAN 22 2015



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: February 4, 2015
FROM: Debra Key, Deputy Chief Administrative Officer/CO FILE: 4520-20-02
SUBJECT: Special Event Applications under the Use of Public and Municipal Property Policy 4.1 – The Help Project

ISSUE:

Special Event applications from "The Help Project" for use of the Memorial Hall

BACKGROUND:

The Village has received a request from The Help Project Society to host two Special Events in the Memorial Hall, one May 8, 2015 and the other November 7, 2015.

The Help Project Society is requesting a waiver of the user fee for the Memorial Hall to host its events. The Help Project is a registered Society and is holding two events to raise funds to assist in its ongoing success to support youth in the community.

The current policy under the Use of Public and Municipal Property outlines specific criteria for exemptions for community events, on a case by case basis, if the applicant meets some or all of the normal requirements of the policy as follows:

- a) During the event, the use of the land(s) is compatible with its normal activities, and will not be rendered unavailable for use by the general public;
b) No fees are being charged for entry or participation in the event;
c) No food/goods are being sold or advertised for sale by cash or donation;

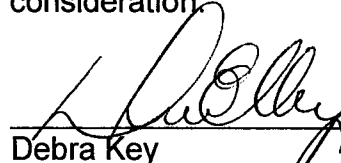
- d) The event is organized solely for the purpose of raising funds for a bonafide charity (a financial statement may be required upon completion of the event); and
- e) No services are required to be provided by the Village.

The applicant does not meet all of the requirements in the policy, however, staff is recommending that Council waive the noted requirements in the exemptions and approve the use of the Memorial Hall exempt of the user fee. The applicant will still be required to pay a damage deposit, obtain liability insurance and is responsible for obtaining other agency approvals.

RECOMMENDATION:

THAT the user fee for the rental of the Memorial Hall facility for The Help Project's Special Events scheduled for May 8, 2015 and November 7, 2015 be waived.

Respectfully submitted for your consideration:



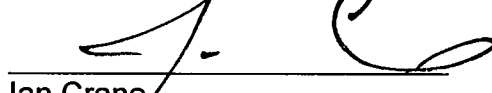
 Debra Key
 Deputy Chief Administrative Officer/CO

DIRECTOR OF FINANCE COMMENTS:



 Dale Courtice
 Director of Finance

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



 Ian Crane
 Chief Administrative Officer



RECEIVED

BY VILLAGE OF HARRISON HOT SPRINGS

February 3, 2015

Dear Mayor Facio and Village Councillors:

I am writing to you on behalf of the Help Project Society, a committee of citizens and organizations whose goal is to provide immediate and valuable help to our youth and families in our local communities. As an 'official' society, and as volunteers, we work on this project because we have a deep interest in the safety and well-being of our youth.

As you are aware, we have developed a website for our youth and families, where critical local and provincial resources are just a touch away. But as there is no free lunch, there is no free website. To this end, our committee must fundraise in order to reach our goals to ensure that our community's youth always, always have help within immediate reach.

As we begin a series of fundraising events, our goal is to hold two main events for 2015; May 8th and November 7th. With this in mind, we humbly ask the Village of Harrison Hot Springs to show strong support for the youth and their families that live in your community by donating the Memorial Hall to host these events. By waiving this rental fee, you will be helping us MAXIMIZE our efforts in generating the funds we need to reach our goal to truly support our youth now and into the future.

Here is an outline of our 2015 fundraising events:

The first is an exclusive showing of "On The Edge of the World". It is the first open premier of this ACID Cannes Festival award-winning documentary on homelessness in Paris by world-renowned screenplay writer, Claus Drexel. It was also screened at the Glasgow and Vancouver International Film Festivals in 2013. We will precede the film with a short, prize-winning dance routine from Project Dance Studio that includes some talented local dancers that have faced life-altering difficulties. Both productions will bring the need for this project home. Lastly, at this event we will be honouring the "grandfather" of helping local kids, Mr. Al Fraser. Al has served our community for decades and is the brainchild of his original committee "Show Kids You Care" and he continues to actively serve as a key member and the Vice President of our Society. This evening will offer a chance to learn, share friendship and enlightenment while we work together as a community to support our kids in their difficult passage through teen-hood.

Our second event in the Fall will be a community dance with a live band. At both events, we will offer no-host bar, snacks, gift basket raffles, 50/50 draws and of course, inspiration. Prizes and donations will be sought from businesses, organizations, citizens and anyone willing, so that our website (and someday an app), will be up-to-date, youth-engaging and accessible any time any day.

We are grateful for your past support and look forward to working with you for the ongoing success of this valuable resource. Because there is much to prepare, we gratefully appreciate your speedy consideration of this matter and look forward to your reply.

For the kids in your community

Sincerely,

On behalf of the "The Help Project Society"
 Elizabeth Mueller – President
 604-845-9642

FILE #	DATE	
4520-20-01	Feb 4/15	
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> CO	<input type="checkbox"/> ADMIN/ FINANCE
<input checked="" type="checkbox"/> DCAO		<input type="checkbox"/> B/L ENF
<input type="checkbox"/> DIRF		<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> MGR REV SVCS		<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> CEDO		
<input type="checkbox"/> OP. MGR		
ITEM	A	B C
	COUNCIL AGENDA	
DATE		INITIALS
		(ITEMS A-REQ, ACTION: B - INFO - WRESP; C - INFO ONLY)

HARRISON HOT SPRINGS

Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

**USE OF PUBLIC AND MUNICIPAL PROPERTY
PERMIT APPLICATION**

Name of Applicant: Kristi Hozel - Secretary - Society *Help Project*

Address of Applicant: 338 Chestnut Ave.
Harrison Hot Springs

Phone Number: 604-796-1147 E-mail: info@wipwithpurpose.com

Fax Number: 604-796-1148

Event: _____ Date of Event: May 8, 2015

Wedding Family Reunion Memorial Hall

Race / Competition Festival Other Fundraiser

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

***NOTE: Applicable fees are subject to change without notice.**

Estimated number of participants: 160

Location of event: Harrison Memorial Hall

Additional Information: Fundraiser - ^{exclusive} documentary film and honoring Mr. Al Fraser for his service to our community & the spearhead of The Help Project to help local youth

In consideration of the issuance of this Permit, the Applicant agrees to the terms and conditions set out in the attached policies.

K Hozel _____ Date: Jan 27/15

Applicant's Signature

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

HARRISON HOT SPRINGS

Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

**USE OF PUBLIC AND MUNICIPAL PROPERTY
PERMIT APPLICATION**

Name of Applicant: Kristi Dorel - Secretary - Help Project Society
 Address of Applicant: 338 Chestnut Ave
Harrison Hot Springs
 Phone Number: 604 796 1147 E-mail: info@whw-withpurpose.com
 Fax Number: 604 796 1148
 Event: _____ Date of Event: Nov 7th + 2015 (Sat)
 Wedding Family Reunion Memorial Hall
 Race / Competition Festival Other _____

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

***NOTE: Applicable fees are subject to change without notice.**

Estimated number of participants: 160
 Location of event: Harrison Memorial Hall

Additional Information: Fundraiser - Dance with band
Raise funds to support The Help Project
www.thehelpproject.ca - resource to support local youth.

In consideration of the issuance of this Permit, the Applicant agrees to the terms and conditions set out in the attached policies.

[Signature] Date: Jan 27 / 15
 Applicant's Signature

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

VILLAGE OF HARRISON HOT SPRINGS

HARRISON HOT SPRINGS

Naturally Refreshed

REPORT TO COUNCIL

TO: Mayor and Council DATE: February 5, 2015
FROM: Debra Key FILE: 0560-01
Deputy Chief Administrative Officer/CO
SUBJECT: Special In Camera Council Meeting -
March 11, 12 and 13, 2015

ISSUE: Approval of a venue for a Special In Camera Council Meeting

BACKGROUND:

Council is desirous of holding a Special In Camera Council meeting at a venue outside of the Council Chambers or Memorial Hall. Council Procedure Bylaw No. 1002, s. 3(e) states that all Council meetings shall be held either in the Council Chambers or at Memorial Hall, unless, by resolution, some other locale is approved by Council.

Council may also wish to consider amendment to the Council Procedure Bylaw authorizing any Council meeting to be held at any venue within municipal boundaries.

In addition, to facilitate Council members reporting under their respective appointments in their portfolios, staff is suggesting an amendment to the order of business on the Agenda under s. 4(g) to include Reports of Councillors.

Under s. 124 of the Community Charter, the bylaw may not be amended, repealed or substituted unless Council first gives notice under s. 94 of the Community Charter.

RECOMMENDATION:

THAT the Harrison Hot Springs Resort & Spa be approved as the venue for a Special In Camera Council Meeting to be held on March 11, 12 & 13, 2015; and

THAT staff be directed to give notice under s. 94 of the Community Charter and prepare an amendment to the Council Procedure Bylaw authorizing:

- 1. Council meetings to be held at any venue within municipal boundaries; and
2. To include Reports of Councillors to the Order of Business at a Regular Meeting of Council.

Respectfully submitted for your consideration,

Debra Key
Deputy Chief Administrative Officer/CO

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Ian Crane
Chief Administrative Officer

Staff has also reviewed the issue of sandwich boards with bylaw enforcement. The general complaints with respect to sandwich boards have been the placement. Several businesses place sandwich boards on sidewalks, which impede pedestrian traffic. Under the current bylaw, sandwich boards are permitted to be placed within 300 metres of business; some of which have been placed on Hot Springs Road and are used as directional signage. They have also been placed on private property, chained to municipal trees and/or street lamps.

Sandwich boards are typically intended to augment the business, by providing menu information or hours of business.

Several municipalities have the following guidelines in their bylaws:

- limit the number of boards to one;
- limit the placement to street level directly in front of the establishment;
- impose standard size limits;
- limit type of advertising (ie. products and services available) only;
- limit display signs only during business hours of operation

Past practice has been that sandwich board holders have not been required to obtain a permit if the applicant has an existing sign permit associated with their business. In order to manage and control sandwich board placement, it is also suggested that sandwich board holders be required to apply for a permit, provide the size and design of the proposed sign, intended location, site plan and required fee.

Accordingly, staff has prepared an amendment to the Village of Harrison Hot Springs "Sign Bylaw No. 987, 2011" to address sandwich boards and is now presented for Council's consideration.

RECOMMENDATION:

THAT "Sign Bylaw Amendment Bylaw No. 1064, 2015" be given introduction and three readings.

Respectfully submitted for your
consideration;


Debra Key
Deputy Chief Administrative Officer/CO

CHIEF ADMINISTRATIVE OFFICER COMMENTS:


Ian Crane
Chief Administrative Officer

A bylaw to amend "Sign Bylaw No. 987, 2011"

The Council of the Village of Harrison Hot Springs in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as Village of Harrison Hot Springs "Sign Bylaw Amendment Bylaw No. 1064, 2015".
2. Sign Bylaw No. 987, 2011 is amended by deleting "Sandwich Board" under Section 2 INTERPRETATIONS, and replacing it with the following Definition:

"2. INTERPRETATIONS

"Sandwich Board" means a one or two face non-illuminated portable sign with a maximum size of 60 cm x 120 cm on each side."

3. Said Bylaw is hereby further amended by deleting Section 9.3(a) through to (f) under Sandwich Board Signs in its entirety and replacing with the following:

"9.3 Sandwich Board Signs

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

- a) one (1) sandwich board per business per street level storefront
- b) a sandwich board is to be directly located against the building or no further than 3 metres from the business entrance
- c) size of the sandwich board is limited to 60 cm x 120 cm in area
- d) no sign is to be placed on boulevards, middle of the sidewalk or at the curb of a street and must not be a nuisance or impediment to pedestrian traffic or a safety hazard
- e) the sign shall not be located in parking areas or parking stalls

- f) signage must only display information on products and services available from the business or hours of business
- g) the sign must be kept in clean and good repair and in a presentable condition at all times, as determined by the Bylaw Enforcement Officer.
- h) the Village at its sole discretion may have the signs removed if the owner fails to do so on notice by the Village”.

4. Said Bylaw is further amended by deleting “Schedule A” in its entirety and replacing it with “Schedule A” attached hereto and forming part of this bylaw.

READ A FIRST TIME THIS DAY OF , 2015

READ A SECOND THIS DAY OF , 2015

READ A THIRD TIME THIS DAY OF , 2015

ADOPTED THIS DAY OF , 2015

Leo Facio
Mayor

Debra Key
Corporate Officer

BYLAW NO. 1064
SIGN SCHEDULE "A"

Fee Schedule

- | | |
|---|---------|
| 1. All signs except elections and temporary signs | \$50.00 |
| 2. Sandwich boards | \$25.00 |