



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, February 15, 2016
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		
(a) THAT the Minutes of the Regular Council Meeting held on February 2, 2016 be adopted.		Item 4(a) Page 1
5. BUSINESS ARISING FROM THE MINUTES		
6. CONSENT AGENDA		
i. Bylaws		
ii. Agreements		
iii. Committee/ Commission Minutes		
iv. Correspondence	(a) Letter dated January 25, 2016 from the Agassiz-Harrison Museum regarding 2015 Grants to Groups.	Item 6 iv.(a) Page 7
7. DELEGATIONS/PETITIONS		
(a) Age Friendly Status – Michael Scott		Item 7(a) Page 9
8. CORRESPONDENCE		
(a) Letter dated February 2, 2016 from Mayor Henry Braun of the City of Abbotsford regarding downloading of DNA analysis costs.		Item 8(a) Page 11
(b) Letter dated February 4, 2016 from the City of Port Coquitlam regarding 2016 FCM resolution – Build Canada Grant Funding.		Item 8(b) Page 25

9. BUSINESS ARISING FROM CORRESPONDENCE

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

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

- (a) Report of Deputy Chief Administrative Officer/CO – February XX, 2016
Re: Award of Contract – Beach Facilities Upgrade

Item 12(a)
Page 27

Recommendation:

THAT the contract for the construction of the Beach Facilities Upgrade be awarded to the lowest compliant tenderer, Gerry Enns Contracting Ltd. at a cost of \$524,958.00 plus \$26,247.90 GST; and

THAT a minimum contingency of \$55,000 be carried for any unanticipated costs or increases in the contract quantities.

13. BYLAWS

- (b) Report of Manager of Development and Community Services – February 10, 2016
Re: Official Community Plan text amendment for Tourist Commercial Land Use Designation

Item 13(a)
Page 31

Recommendation:

THAT first reading be given to "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016"; and

THAT Council consider the consultation strategy in the staff reported dated February 10, 2016 as appropriate for consultation with persons, organizations and authorities for that will be affected by Official Community Plan Amendment Bylaw No. 1080, 2016 pursuant to Section 475 of the Local Government Act; and

FURTHER THAT Council consider that opportunities for early and on-going consultation with regard to the Official Community Plan amendment are not required or necessary.

- (c) Report of Manager of Development and Community Services – February 10, 2016
Re: Zoning Bylaw Amendment for 798 & 750 Hot Springs Road

Item 13(b)
Page 39

Recommendation:

THAT Zoning Amendment Bylaw No. 1081, 2016 be read a first time and authorize the scheduling of a public hearing; and

THAT the application be referred to the Advisory Planning Commission, Fraser Valley Regional District, School District, Ministry of Transportation and Infrastructure, Village Engineer, Deputy Financial Officer, Chief Administrative Officer, and the Fire Chief for review and comment.

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

15. ADJOURNMENT

4(a)

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

DATE: February 2, 2016
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

Deputy Chief Administrative Officer/CO, Debra Key
Manager of Development and Community Services, Lisa Grant
Manager of Revenue Services, Tracey Jones

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

- Report of Deputy Chief Administrative Officer/CO
Re: Awarding of Contract for Esplanade Phase 2 Revitalization
- Communications Engagement Strategy

3. APPROVAL OF AGENDA

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the agenda be approved as amended.

CARRIED
UNANIMOUSLY

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT the Minutes of the Regular Council Meeting held on January 18, 2016
be adopted.

CARRIED
UNANIMOUSLY

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 2, 2016

5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **CONSENT AGENDA**

i. Bylaws

(a) Revenue Anticipation Temporary Borrowing Bylaw No. 1077, 2016

(b) Animal Control and Licence Repeal Bylaw No. 1078, 2016

ii. Agreements

(c) Village of Harrison Hot Springs Bylaw Notice Enforcement Amendment
Bylaw No. 1079, 2016

iii. Committee/
Commission
Minutes

iv. Correspondence

(a) Letter dated January 19, 2016 from The City of North Vancouver
regarding the B.C. Building Act Implementation.

(b) Letter dated January 19, 2016 from the Ladner Sediment Group regarding
Federal funding for disaster mitigation and infrastructure for the lower
Fraser River.

(c) Letter dated January 19, 2016 from UBCM regarding the completion of
2015/2016 Community to Community Forum.

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT Bylaw No. 1077, Bylaw No. 1078, and Bylaw No. 1079 be adopted and
the correspondence be received.

**CARRIED
UNANIMOUSLY**

7. **DELEGATIONS**

None

8. **CORRESPONDENCE**

None

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

10.

REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS

Councillor Reyerse

- Attended the Fraser Valley Library Board meeting.
Mayor Van Laerhoven from the District of Kent has been re-elected as chair.
The Food for Fines campaign collected over 13,000 food items and waived over \$25,000 in fines.
The 2015 year to date usage for the Agassiz Library was up 2.9%.
The 2016 budget was approved.
- Communications Strategy
Councillor Reyerse suggested that Council take steps to improve communication between Council and residents to help dispel rumors and incorrect information that is being circulated in the community.

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT staff research options to develop a public engagement strategy that may include a monthly information page in the Agassiz-Harrison Observer, increase social media content, quarterly newsletter and conduct quarterly Town Hall meetings in an effort to improve communication between Council and residents.

**CARRIED
UNANIMOUSLY**

Councillor Buckley

- Attended a Tourism Harrison board meeting, the tourism industry is doing very well.

11.

REPORTS FROM MAYOR LEO FACIO

- Reported that February 15, 2016 will mark the 51st anniversary of the National Flag of Canada.
- Attended a meeting with Minister Thomson, MLAs and other Fraser Valley community leaders regarding sediment gravel extraction.
- Attended the 5th Annual BC Economic Development Association Ministry dinner on February 1, 2016.
- Reported that the Federation of Canadian Municipalities is hosting a workshop on flooding on February 11, 2016.

12.

REPORTS FROM STAFF

Report of Interim Chief Administrative Officer – January 20, 2016

Re: Purchase of a Compressed Air Foam System Fire Truck

Moved by Councillor Hansen
Seconded by Councillor

THAT the Fire Chief be authorized to negotiate the purchase a Ford F550 light attack Compressed Air Foam System fire fighter 200 fire truck at a cost not to exceed \$264,000 including tax for delivery and final payment of the fire truck in January 2017, subject to the Chief Administrative Officer issuing a purchase order for the purchase of the truck.

MOTION FAILED

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the purchase of a Compressed Air Foam System fire truck be tabled until the new Chief Administrative Officer can review the report.

**CARRIED
UNANIMOUSLY**

Report of Interim Chief Administrative Officer– January 22, 2016

Re: New Policy – Employee Farewell Get Together and Leaving Gift

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT the draft policy entitled “Employee Farewell Get Together and Leaving Gift” be adopted as amended.

**CARRIED
UNANIMOUSLY**

Report of Interim Chief Administrative Officer– January 25, 2016

Re: Purchasing and Procurement

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT the Purchasing and Procurement policy be tabled until the new Chief Administrative Officer can review the report.

**CARRIED
UNANIMOUSLY**

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
February 2, 2016

Report of Interim Chief Administrative Officer– January 25, 2016

Re: Cost of Strategic Planning Session Leader

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT Council revise the maximum cost to bring in an outside consultant to lead Council in a Strategic Planning session to \$4,000.00.

MOTION DEFEATED
COUNCILLORS PIPER, HANSEN AND BUCKLEY OPPOSED

Report of Interim Chief Administrative Officer – January 27, 2016

Re: Statlu Resources Inc. Rezoning Application (FVRD) – Chehalis Landfill Application

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT the report titled “Statlu Resources Inc. Rezoning Application (FVRD)” be received for information.

CARRIED
UNANIMOUSLY

Report of Deputy Chief Administrative Officer/CO – February 2, 2016

Re: Awarding of Contract – Esplanade Avenue Phase 2 Revitalization

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT the contract for the construction of the Esplanade Avenue Phase 2 Revitalization Project be awarded to the lowest compliant tenderer, Timbro Contracting at a cost of \$726,764.40 plus \$36,338.00 GST; and

THAT a minimum contingency of \$72,000 be carried for any unanticipated costs or increases in the contract quantities.

CARRIED
UNANIMOUSLY

13.

BYLAWS

None

14. **QUESTIONS FROM THE PUBLIC**

Q: Now that the Esplanade Phase 2 Revitalization contract has been awarded – have you reconsidered the tactile sidewalk for the visually impaired?

A: It has been discussed with the Village engineers.

Q: During this work will Hot Springs Road be shut down at all at the junction?

A: Possibly for 2 to 4 hours only.

15. **RESOLUTION TO CLOSE THE MEETING**

Moved by Councillor Buckley
Seconded by Councillor Reyerse

THAT the meeting be closed to the public at 7:44 p.m. except for Council and senior staff and for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

Section 90(1)(c) labour relations or other employee relations

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer



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 12:00 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 jbhatti@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: <u>FEB 9, 2016</u>	Requested Meeting Date: <u>FEB 15 or MARCH, 2016</u>
Organization Name (if applicable): _____	
Name of Presenter: <u>MICHAEL A SCOTT</u>	
Name of Applicant if Other than Above: _____	
Contact Phone Number & E-Mail: <u>604 491-7476 cell 604 798-7870</u>	
Mailing Address with Postal Code: <u>Box 179 HHS V0M 1K0</u>	
Audio/Visual requirements: <u>NONE</u>	
Topic: <u>AGE FRIENDLY STATUS - DEADLINE FOR APPLICATION IS MAR 31, 2016</u>	
Action you wish Council to take: <u>RESOLUTION TO APPLY FOR AGE FRIENDLY DESIGNATION AND ANY OTHER ACTIONS TO SATISFY AGE FRIENDLY APPLICATION REQUIREMENTS</u>	

RECEIVED

6iv(a)

FEB 01 2016

BY VILLAGE OF HARRISON HOT SPRINGS



FILE #	DATE
1850-20	Feb 2/16
<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 checked="" 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	February 15/16
	INITIAL <i>JB</i>
(ITEMS: A-REQ, ACTION; B - INFO - WRSP; C - INFO ONLY)	

January 25, 2016

Village of Harrison Hot Springs
 PO Box 160
 Harrison Hot Springs, BC
 V0M 1K0

Re: 2015 Grant to Groups

Dear Corien Becker, Interim Director of Finance

As per the letter regarding our approval of financial assistant (File:1850-20), we are writing to announce how the \$500 funding was used for 2015.

2015 proved to be a season of renovations and upgrades for the Agassiz Harrison Historical Society. A celebration took place in July 2015 for the community. Mayor Facio, Councilor Reyerse and Councilor Buckley we able to join the celebration and tour the museum as we showcased our upgrades.

We are pleased that through this funding received we have updated the Harrison Hot Springs and Harrison Lake area in the gallery. We take pride is our heritage and showcasing it to all whom come to the museum for a tour.

We thank you for your assistance.

Sincerely,

Judy Pickard
 Judy Pickard

WHERE
HISTORY PRESERVES
COMMUNITY

Box 313 7011 Pioneer Ave. Agassiz, BC V0M 1A0 Phone 604 796-3545
 Email agassizharrisonmuseum@shawbiz.ca
 www.agassizharrisonmuseum.org

Councillors

Les Barkman
Sandy Blue
Kelly Chahal
Brenda Falk



CITY OF ABBOTSFORD

Mayor, Henry Braun

Councillors

Moe Gill
Dave Loewen
Patricia Ross
Ross Siemens

8(a)

February 2, 2016

File: 7550-01

The Honourable Suzanne Anton
Minister of Justice and Attorney General
PO Box 9044 Stn Prov Govt
Victoria, BC, V8W 9E2

Dear Minister Anton:

Re: Downloading of DNA Analysis Costs

The Province signed an "Agreement Respecting Biology Casework Analysis" in January 2015; however, the City of Abbotsford only recently learned that the Province has decided to limit its contribution to the historical \$1.36 million contribution, regardless of demand. Instead of the Province increasing its contribution, as is specifically contemplated in the agreement, the significant funding gap between \$1.36 million and the Province's 54% commitment of approximately \$4 Million will be downloaded to individual municipalities that require these services.

In 2015, the Abbotsford Police Department (APD) and the City were informed about this change in policy by the Organized Crime Agency of British Columbia (OCABC) regarding DNA Testing. A copy of staff report CM 001-2016 including background information is attached. The costs of delivering Police services continues to rise for most British Columbian municipalities, regardless if the municipalities employ the Royal Canadian Mounted Police or have opted for a Municipal Police force.

The Provincial and Federal Governments continue to struggle with the same costs pressures as municipalities, with the only exception that they can allocate costs to local government where municipalities have no option but to increase costs. The shift in this responsibility, and costs, continues to add to the continuum of downloading to municipalities from senior levels of government, of which the tax burden is passed on to the taxpayer.

The City of Abbotsford supports the position of the District of Kent (copy of its letter attached to the above referenced staff report) requesting that the Province consider its position on this matter, the detrimental effects to municipalities, and an affordable resolution to DNA Analysis program.

Yours truly,

Henry Braun
Mayor

Attachment

- c. Premier Christy Clark
Honourable Michael de Jong, Minister of Finance, MLA, Abbotsford-West
Clayton Pecknold, Assistant Deputy Minister and Director of Police Services
Simon Gibson, MLA, Abbotsford-Mission
Darryl Plecas, MLA, Abbotsford South
UBCM Member Municipalities
Fraser Valley Regional District
Council Members
George Murray, City Manager



COUNCIL REPORT

Report No. CM 001-2016

EXECUTIVE COMMITTEE

Date: January 18, 2016

File No: 0400-30-20

To: Mayor and Council
From: George M. Murray, City Manager
Subject: Downloading of DNA Analysis

RECOMMENDATION

THAT the Mayor send a letter to the Honourable Suzanne Anton, Minister of Justice and Attorney General to share the City's concerns regarding the downloading of DNA analysis costs to municipalities.

SUMMARY OF THE ISSUE

At its Regular meeting of Council on January 11, 2016, Council received a copy of correspondence dated December 2, 2015, from the District of Kent to the Honourable Suzanne Anton, Minister of Justice and Attorney General, which outlined their concerns regarding the introduction of a "user pay" model for the costs of DNA analysis services (**Attachment A**). In their letter, the District of Kent states the following:

"This new charge to local governments follows the agreement between the Province of BC and the Government of Canada with regard to Biological Casework (DNA) analysis. Although DNA analysis services are not funded through the RCMP contract, and are now being billed to the municipalities, calculated by a user-pay formula municipalities with a population less than 5,000 are not billed or factored into the formula."

Council referred this matter to staff for a report.

BACKGROUND

The costs of delivering Police services continues to rise for most British Columbian municipalities, regardless if the municipalities employ the Royal Canadian Mounted Police or have opted for a Municipal Police force. The Provincial and Federal Governments continue to struggle with the same costs pressures as municipalities, with the only exception that they can allocate costs to local government where municipalities have no option but to increase costs.

The Province signed an "Agreement Respecting Biology Casework Analysis" in January 2015; however, we only recently learned that the Province has decided to limit its contribution to the historical \$1.36 million contribution, regardless of demand. Instead of the Province increasing its contribution, as is specifically contemplated in the agreement, the significant funding gap between \$1.36 million and the Province's 54% commitment of approximately \$4 Million will be downloaded to individual municipalities.

DISCUSSION

In 2015, the Abbotsford Police Department (APD) and the City were informed about this change in policy by the Organized Crime Agency of British Columbia (OCABC) regarding DNA Testing. Currently, it is estimated that the increased costs to the City (through the APD budget) is \$86,000.

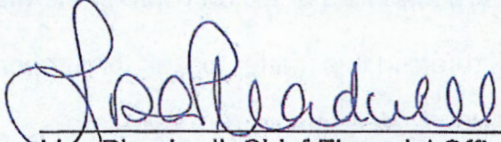
The District of Kent goes to great extent to reference the increased costs are detrimental to small/smaller municipalities. Regardless of the size of municipalities receiving these additional costs, this shift in policy will once again create yet another "downloading" of costs from one of the senior levels of government.

The Federation of Independent Business releases a report annually criticizing municipalities for passing tax increases which exceed the rate of "inflation and population growth". Cities continue to have costs downloaded as well as are being asked to provide services beyond their original mandate (e.g. Homelessness) and as such are having a difficult time keeping their budget increases within inflationary and population increase.

Based on the foregoing, staff recommend that the Mayor write to the Honourable Suzanne Anton, Minister of Justice and Attorney General, and reinforce the District of Kent's concerns regarding the continuing downloading of costs without additional grants and/or offsetting revenues.

FINANCIAL PLAN IMPLICATION

Downloading of costs makes it difficult for municipalities to support their spending on services and programs provided to the residents. The redistribution of responsibilities without the ability to set program standards and control costs, places a lot burden on the municipality without the mechanism for the municipality to procure an alternative service provider. The financial implications related to a "user pay" model for DNA analysis has not been included in the 2016-2020 Financial Plan.



Lisa Pleadwell, Chief Financial Officer

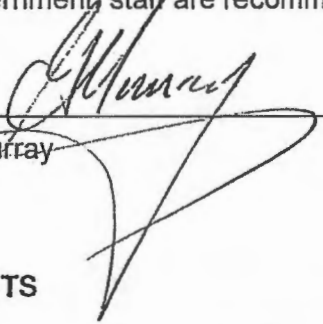
IMPACTS ON COUNCIL POLICIES, STRATEGIC PLAN AND/OR COUNCIL DIRECTION

The increase in costs, or service requirements, downloaded from senior levels of government continues to put pressure on Council's Strategic Cornerstone "Fiscal Discipline" without sacrificing one of the City's other objectives.

SUBSTANTIATION OF RECOMMENDATION

This report supports the District of Kent's position that the downloading of the costs associated with DNA testing needs to be reconsidered by the Provincial Government. As municipalities are

fairly consistently experiencing the downloading of costs and/or additional services from senior levels of Government, staff are recommending support be provided for Kent's position.



George M. Murray
City Manager

ATTACHMENTS

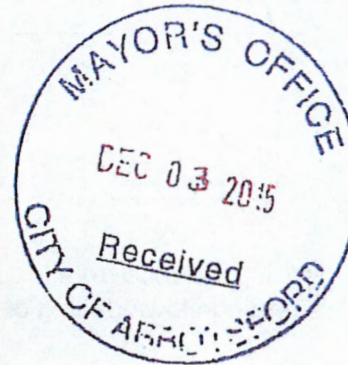
Attachment "A": Correspondence from the District of Kent to the Honourable Suzanne Anton regarding Downloading of DNA Analysis Costs.



7170 Cheam Avenue
P.O. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9954
Web: www.district.kent.bc.ca

December 2, 2015



File: 0400-20
7400-01

The Honourable Suzanne Anton
Minister of Justice and Attorney General
PO Box 9044 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Anton:

Re: Downloading of DNA Analysis Costs

We are in receipt of the letter dated October 31, 2015 from the *Organized Crime Agency of British Columbia (OCABC)* regarding Cost Recovery on DNA analysis services (attached as Appendix 'A'). Specifically, a new Agreement *Respecting Biology Casework Analysis 2014-2024 (BCAA)* has been endorsed by the Provincial Minister of Justice and Attorney General, and the Federal Minister of Public Safety and Emergency Preparedness, introducing a "user pay" model for the costs of DNA analysis services.

Our Council has now had the opportunity to review the letter from the OCABC, along with the DNA Analysis Fact Sheet, prepared by the Ministry of Justice and we have some serious concerns.

When signing the updated Municipal Police Unit Agreement in 2012, the District of Kent Council expressed our concerns regarding rising policing costs, hidden costs and financial uncertainty affecting the District's budget. As we predicted at that time, policing costs have risen substantially every year since, resulting in significant tax increases for our community. Every year we are presented with additional costs and new expenditures, of which we have little or no control. The downloading of the DNA analysis services is just the latest example of costs that have been shifted to our municipality.

Local governments in British Columbia (with a population over 5,000) have begun to receive invoices for DNA analysis services. This new charge to local governments follows the agreement between the Province of BC and the Government of Canada with regard to Biological Casework (DNA) analysis. Although DNA analysis services are not funded through the RCMP contract, and are now being billed to the municipalities, calculated by a user-pay formula,

municipalities with a population less than 5,000 are not billed or factored into the formula. Further, the October 31st letter from OCABC advises that our total invoice amounts include costs resulting from partnering in an Integrated Team where DNA costs have been identified. As a municipality with a population between 5,000 and 15,000, our integrated team costs are billed to the municipality at 70%. Therefore, although we are totally opposed to further downloading; at the very least, we would not expect to be billed for than our normal 70% share of all but accommodation costs.

With respect, we remind you, as we did in 2012, that our Council entered into the policing agreement in 2009 under protest with the Province incorporating 470 (federal) prisoners from the Kent/Mountain Institutions. We are a relatively small town and continuing increases to the Policing budget has an adversarial effect on our operating budget and tax rates.

We ask you, Honorable Minister Anton, to review our concerns and reconsider the funding of the DNA costs to determine a solution affordable to communities such as ours.

Sincerely yours,



John Van Laerhoven
Mayor

Pc: Clayton Pecknold, Assistant Deputy Minister and Director of Police Services
Premier Christy Clark
Laurie Throness, MLA
UBCM Member Municipalities



ORGANIZED
CRIME
AGENCY
of
BRITISH COLUMBIA

APPENDIX 'A'

Mailing Address:
Mailstop #408/409
14200 Green Timbers Way
Surrey, B.C., V3T 6P3
(778) 290-2040

October 31, 2015

ORIGINAL

RECEIVED

11-12 2015

AGASSIZ RCMP

District of Kent
C/O - Cpl. Darren Rennie
Kent Detachment
6869 Lougheed Hwy
Agassiz, BC
V0M 1A0



Dear Cpl. Darren Rennie,

Re: Cost Recovery on DNA Analysis Services

A new Agreement Respecting Biology Casework Analysis 2014-2024 (BCAA) has been endorsed by the Provincial Minister of Justice, Attorney General and the Federal Minister of Public Safety and Emergency Preparedness. While the Province of British Columbia will continue to contribute the historical annual amount of \$1.366 million dollars and Public Safety Canada will pay 46% of ongoing costs; a "user pay" model has been introduced.

Police Services has created a cost sharing model calculated on the total cost for DNA analysis in British Columbia, minus the provincial contribution, distributed proportionally based on your agency's two year average usage compared to the usage of other law enforcement agencies in British Columbia.

The Organized Crime Agency of British Columbia's (OCABC) mandate has been expanded by the Minister of Justice. As a result, OCABC will now act in the capacity of Financial Administrator for the new Biology Casework Analysis Agreement (BCAA). OCABC is providing all users of the DNA Analysis Services, including the RCMP and Municipal Police Agencies, an invoice detailing the apportioned costs for the last quarter of the 2015/16 Federal Government Fiscal year. Full payment can be made to OCABC prior to * February 28, 2016.

Moving forward OCABC will be providing all users of the DNA Analysis Services an annual invoice. This annual process will start on April 1, 2016. Payment will be due by June 30 of each year also starting in 2016.

.../2

CAO Clr. Eng. Building PEP Agenda Date _____
 Corp S. Dis. Fin. Bylaw RCMP In Camera Date Dec. 14/2015
 Dev S. Sup. Fin. GIS/HR FIRE Agenda Place "A"
 MAYOR Council Dis. Rec. Other _____
 Page 140 of 173

In addition, please be advised that should your Department or Detachment be involved/partnered in an Integrated Team where DNA costs have been identified, these costs have been included in your total invoice amounts.

You will find three attachments: an OCABC invoice for your last quarterly use of DNA Analysis for the 2015/16 year, a BC Police Services DNA Fact Sheet, and a Billing Calculations explanation sheet.

Should you have any questions about your invoice or this new process, please contact Superintendent John Grywinski at 778-290-3003 for further information.

Yours truly,



Kevin Hackett, C/Supt.
Chief Officer

Attachments

Billing Calculation for Agencies

The first three years of the Biology Casework Analysis Agreement include an escalation period which uses fixed costs to grow to British Columbia from the historical payment amount of \$1.366 million to paying 54% of actual costs. The Federal Government pays the costs for British Columbia's DNA analysis each year after the escalation period. The remaining 54% of the costs will be the contribution and formulas outlined below.

Escalation Period

2014/2015 (Year 1 Fixed Amount \$2.5M)

The Province paid the bill for all Agencies for the first year of the escalation period.

2015/2016 (Year 2 Fixed Amount \$3.6M)

The Province will pay its historical contribution of \$1.366 million plus (75%) three quarters of the bill (i.e. April to December) in the second year.

Agency's cost is =

Your Agency's two year average usage compared to the usage of other Law Enforcement Agencies in British Columbia.

X

[(Fixed cost of \$3.6M) - (Historical Contribution)]

Province's cost is \$ x = $(\$3.6M - 1.366M) \times 75\%$

2016/2017 (Year 3 Fixed Amount \$4.9M)

The Province will pay its historical contribution (\$1.366 million). The rest of the cost to British Columbia will be invoiced to their proportionate two year average usage compared to the two year average usage for British Columbia as a whole.

$$\text{Agency's cost will be } \$x = \boxed{\text{Your Agency's two year average usage compared to the usage of other Law Enforcement Agencies in British Columbia.}} \times [(\text{Fixed cost of } \$4.9\text{M}) - (\text{Historical Contribution of } \$1.366\text{M})]$$

Integrated Teams

Partner Agencies involved in an Integrated Team where DNA costs have been identified; these costs are included in your total. Splits are based on the respective MOU split formula and applied pro-rata to participating agencies.

Integrated Detachments

- Usage and cost split is based on Member Establishment for Integrated Detachments.
- RCMP Municipal Establishment is based on Annex Letters.
- RCMP Provincial Establishment is based on RCMP HRMIS system.



DNA Analysis Fact Sheet

Background:

- Biological Casework Analysis (DNA) for police agencies in British Columbia is provided by the RCMP Forensic Sciences and Identification Services (FS&IS) lab under the National Police Services (NPS).
- NPS is a federally funded program operated under the stewardship of the RCMP. It provides services (such as the FS&IS Lab, the Canadian Firearms Program, the Violent Crime Linkage Analysis System, the National Sex Offender Registry, etc.) directly to police agencies across Canada.
- In 2004, provinces and territories agreed to contribute to Biological Casework Analysis and entered into Contribution Agreements with Canada.
- Historically, the Province of BC has contributed \$1.366 million for the RCMP FS&IS lab to provide DNA analysis services to police agencies in BC.
- In 2013, the Federal Government advised that it would no longer continue to provide BCAA services at the historical flat rate contribution and would require reimbursement based on actual costs.
- The new *Agreement Respecting Biology Casework Analysis 2014-2024 (BCAA)* has been negotiated as a result.
- After negotiations between the Province and Public Safety Canada (PSC) regarding the provision of DNA analysis services to police agencies in British Columbia, the new agreement was endorsed by both the Provincial Minister of Justice and the Federal Minister of Public Safety and Emergency Preparedness. The PSC billing for fiscal years 2014/15, 2015/16 and 2016/17 are fixed amounts per the agreement. After the three-year escalation period, Canada will contribute 46% of the total costs.
- Under the new BCAA, after a three-year escalation period (which began in fiscal 2014/15), DNA analysis services will be charged based on a calculation that reflects two-year average actual usage. As per s. 15 (1) of the *Police Act*, in British Columbia, police agencies are responsible for bearing expenses necessary to maintain law and order, to adequately enforce criminal law, and to provide adequate equipment and supplies for the operations of and use by the police.
- DNA analysis is not a service provided under the Provincial (or Municipal) Police Service Agreement.
- In order to allow police agencies time to transition the Province is paying the full cost of the new BCAA from April 1, 2014 to December 31, 2015 of the escalation period.
- All police agencies will be responsible for their actual use of the service as of January 1, 2016.

New Process:

Ministry of Justice

Policing and Security Branch

Mailing Address:
PO Box 9285 Stn Prov Govt
Victoria BC V8W 9J7

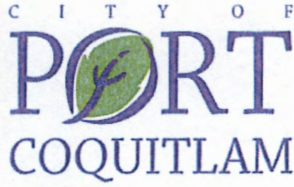
Telephone: 250 356-7926
Facsimile: 250 356-7747
Website: www.gov.bc.ca/pssg

- The Organized Crime Agency of British Columbia (OCABC) will function as the administrator for the new BCAA.
- OCABC will invoice police agencies in October 2015 for their January 1, 2016 to March 31, 2016 BCAA services. Payment of this invoice will be due by February 29, 2016.
- Annually OCABC will invoice police agencies in April starting in 2016 for BCAA services for the period April 1 to March 31. Payment of this invoice will be due by June 30 of each year also starting in 2016 (i.e. approximately 60 days from invoice date).
- Starting in fiscal year 2017/18 when the charges from PSC are no longer fixed, OCABC will invoice police agencies based on an estimate. Any difference between this estimate and actual PSC invoice, which is received later in the year, will be adjusted in the following year's invoice to police agencies.

Billing Calculation:

- The method of calculation for determining the total cost for DNA analysis in Provinces and Territories each year is set out in the new BCAA.
- The Province of British Columbia will continue to contribute the historical amount of \$1.366 million.
- The amount of the total cost for DNA analysis in the province that remains after the Province has paid its contribution of \$1.366 million will be distributed proportionally among police agencies based on each agency's two year average usage compared to the total usage of all law enforcement agencies in British Columbia.

8(b)



FILE #	DATE
0400-60	Feb. 5/16
<input type="checkbox"/> CAO	2580 Shaughnessy Street, Port Coquitlam BC, Canada, V3C 2A8
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRP	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM	A B C
COUNCIL AGENDA	
DATE Feb. 15/2016	
INITIAL <i>CD</i>	
(ITEMS: A-REQ, ACTION: B - INFO - WRESP; C - INFO ONLY)	

Tel 604.927.5421 • Fax 604.927.5402
corporateoffice@portcoquitlam.ca



February 4, 2016

British Columbia Local Governments
Via email distribution

Dear BC Local Governments:

SUBJECT: 2016 FCM RESOLUTION – BUILD CANADA GRANT FUNDING

The Council for the City of Port Coquitlam, at its regular Council Meeting of January 11, 2016, adopted the following resolution requesting all British Columbia local governments' endorsement:

1. **THAT** Council make the following motion to the Federation of Canadian Municipalities and the Union of British Columbia Municipalities:

WHEREAS the Federal Government's Build Canada grant program generally shares the costs of all approved infrastructure projects equally between the province and the local jurisdiction at one third each;

AND WHEREAS for nationally and provincially significant projects, where projects provide a greater national and provincial benefit, and where communities are disproportionately and directly impacted by such projects, the burden of one third of the cost is inequitable and too high for the local jurisdiction;

THEREFORE BE IT RESOLVED that the Federal Government's Build Canada grant program, National Infrastructure Component, be amended to fund a minimum of 50% of the project cost.

BE IT FURTHER RESOLVED that the provincial funding contribution for significant projects be a minimum of 40% of the project cost.

2. **THAT** this motion be forwarded to all local governments in British Columbia to request their endorsement.
3. **THAT** this motion be forwarded to Mr. Ron McKinnon, Member of Parliament for Coquitlam - Port Coquitlam and to Mr. Mike Farnworth, Member of Legislative Assembly for Port Coquitlam - Burke Mountain.

Sincerely,

C. Deakin
Carolyn Deakin, CMC
Assistant Corporate Officer



Project No.: 12004-20

COST

February 12th, 2016

Village of Harrison Hot Springs
450 Hot Spring Street
Harrison Hot Springs, BC V0E 1K0

TIME

Attention: Ms. Debra Key, Deputy Chief Administrative Office

QUALITY

Dear Debra:

**Re: Beach Facilities Upgrade (CRP Project #16135)
Tender Summary and Recommendations**

CTQ Consultants Ltd. has reviewed the tenders received for the **Beach Facilities Upgrade** tender posted January, 20th 2016 with a closing date of February 10th, 2016. Three tender packages were received and only two of three tenders are compliant with the requirements of the tender.

The non-compliant tender failed to identify Addendum#4 and provided the bid bond as stated in the tender documents. We have received legal advice on this matter from the Village's solicitor and as a result, deemed Nations Construction and Consulting Ltd. tender to be non-compliant.

Financial Summary

Contractor	Tender Price	G.S.T. (5%)	Total Price	
Nations Construction + Consulting Ltd.	\$506,697.70	\$25,334.89	<u>\$532,697.70</u>	Non-Compliant
Gerry Enns Contracting Ltd.	\$524,958.00	\$26,247.90	<u>\$551,205.90</u>	Compliant
FRICIA Construction Inc.	\$552,220.00	\$27,611.00	<u>\$579,831.00</u>	Compliant

Schedule

An item of note is the submitted schedule as outlined in Appendix 2 of the tender documents. All contractors submitted their tender with Item 2.2 of the Form of Tender indicating "Substantial Performance of the Work on or before May 17, 2016". Based on a start date of February 28, 2016, this allows for 11 weeks of construction.

Based on their submitted schedules, all Contractors demonstrate they can meet the Substantial Performance date set in the Contract Documents.

Village of Harrison Hot Springs
February 12, 2016
Page 2

Qualifications, Experience, and References

Based on information submitted, all three Tenderers have the qualifications and experience to complete the project successfully.

Overall Village Budget and Contingency

Should VHS wish to proceed with the scope of work as currently outlined, CTQ recommends carrying a minimum contingency of \$55,000 (approximately 10%) to allow for any unanticipated costs or increases to the contract quantities.

Recommendation

It is our recommendation that the VHS moves forward and Awards the Contract to the lowest compliant Tender of Gerry Enns Contracting Ltd.

Sincerely,

CTQ CONSULTANTS LTD.



Matt H. Cameron, P.Eng, FEC
Contract Administrator



Village of Harrison Hot Springs
 Beach Washroom Upgrade
 Tender Comparison

Project # 12004-20
 Date: 10-Feb-16
 Prepared By: ST

				FRICIA Construction Inc.				Gerry Enns Contracting Ltd				Nations Construction + Consulting Ltd			
Item	Unit	Qty.	Unit Price	Costs	Unit	Qty.	Unit Price	Costs	Unit	Qty.	Unit Price	Costs			
1 Mobilization & Demolition	1	ls	Subtotal	\$ 30,050.00	1	ls	Subtotal	\$ 74,280.00	1	ls	Subtotal	\$ 50,143.50			
2 Concrete	1	ls	Subtotal	\$ 89,850.00	1	ls	Subtotal	\$ 91,604.00	1	ls	Subtotal	\$ 58,720.00			
3 Electrical and Controls	1	ls	Subtotal	\$ 47,380.00	1	ls	Subtotal	\$ 81,157.00	1	ls	Subtotal	\$ 19,960.00			
4 Plumbing	1	ls	Subtotal	\$ 33,110.00	1	ls	Subtotal	\$ 34,385.00	1	ls	Subtotal	\$ 30,349.00			
5 Architectural	1	ls	Subtotal	\$ 127,180.00	1	ls	Subtotal	\$ 69,871.00	1	ls	Subtotal	\$ 174,651.40			
6 Roof Structural	1	ls	Subtotal	\$ 222,750.00	1	ls	Subtotal	\$ 170,609.00	1	ls	Subtotal	\$ 171,993.80			
7 Exercise Equipment Supply and Install	1	ls	Subtotal	\$ 1,900.00	1	ls	Subtotal	\$ 3,045.00	1	ls	Subtotal	\$ 880.00			
				Subtotal					Subtotal						
				\$ 552,220.00					\$ 524,958.00						
				GST (5%)					GST (5%)						
				\$ 27,611.00					\$ 26,247.90						
				Total Tender Price					Total Tender Price						
				\$ 579,831.00					\$ 551,205.90						
				Subtotal					Subtotal						
				\$ 506,697.70					\$ 506,697.70						
				GST (5%)					GST (5%)						
				\$ 25,334.89					\$ 25,334.89						
				Total Tender Price					Total Tender Price						
				\$ 532,032.59					\$ 532,032.59						

S. G. K.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 10, 2016

FROM: Lisa Grant **FILE:** 6520-20-OCP01/14
Manager of Development and 6520-20-OCP02/14
Community Services

SUBJECT: Official Community Plan text amendment for Tourist Commercial
Land Use Designation

ISSUE:

To allow resort residential uses in the Tourist Commercial land use designation.

BACKGROUND:

In the fall of 2014, staff presented a report to Council concerning two applications for development for properties in the Tourist Commercial land use designation by the Official Community Plan. At that time, the applicants were considering medium density residential use. Staff felt at that time, a local area study should be undertaken to determine if residential use should be contemplated in this land use designation.

Since this resolution has passed, the applicants have revised their applications to shift towards a resort residential use that would allow for small cabins or park models to be constructed and maintain a tourist/recreational component through on-site amenities.

In addition to the revised applications, staff has reviewed the lands in the tourist commercial land use designation. In total there are 14 properties. The table below describes the current uses and parcels sizes. A map showing the Tourist Commercial Area is provided in Attachment A:

Current uses

	Total number of lots	Total land area	Current uses
Small lots (under 0.4 ha/1 acre)	5	0.5 ha (1.4 acres)	Single family dwellings
Large lots – Residential Use	3	3 ha (7.56 acres)	Single family dwelling use, lots are long and narrow with a watercourse at the back of the property.
Large lots/ Campgrounds	4	9.7 ha (24 acres)	Large lots with campgrounds/ RV sites.
Large lots - Vacant	2	4.3 ha (10.82 acres)	2 large lots. One is an abandoned mini golf site; the other property is a vacant treed lot.

Future Opportunities

The OCP provides guidance for future land uses. The Tourist Commercial designation permits tourist accommodation uses these include: hotels, resorts, motels and motor hotels, campgrounds and holiday parks. These uses allow for a variety of tourism accommodation. While the OCP does not offer a definition of these uses, the Zoning Bylaw provides some guidance; specifically, the zoning bylaw offers definitions of holiday parks and campgrounds. Both of these uses are aimed at recreational vehicles.

DISCUSSION:*Local Area Plan*

In the fall of 2014, the two property owners submitted applications proposing to amend the OCP to permit multi-family residential. However, over the past year, the applicants have revised their applications to allow a 'fixed roof' resort use (small cabins).

When the Village received these applications, a recommendation was passed by Council to undertake a local area study. The OCP provides guidance for the introduction of residential use into the Tourist Commercial area. As part of staff's review of these lands, it was determined two large parcels exist with development potential. The other remaining lots are either developed and used for a tourist commercial use or are used for single family residential use with a parcel sizes of approximately 2.6 acres. All of which may have limiting physical constraints. When examining the available lands and the new development proposals, staff was satisfied that a local area plan was not required and that issues could be addressed through the OCP amendment process.

Proposed OCP Text Amendment (Resort Residential)

The proponent is proposing small cabins or park models as an alternative type of accommodation use. Currently in the Village we allow cottages as a form of temporary accommodation use, and longer term use (recreation sites) that permit recreation vehicles and offering on-site amenities. These uses allow for longer term use and are often owned as a second property/recreation property.

In recent years, there has been a shift in the market for a 'fixed' roof recreation site. This allows for a small cabin rather than a recreational vehicle unit to be occupied. These developments provide on-site amenities. The overall square footage is approximately 55 m² (600 ft²), significantly less than a single family home. Typically this use is referred to as 'resort residential use' because of the fixed roof component and the on-site amenities. It is not a residential development due to the size of the cabin and availability of amenities and missing components like garages. In many ways the addition of resort residential use is an extension of the current uses permitted in the Tourist Commercial land use designation. This amendment would maintain the general character of the Tourist Commercial land use designation.

Proposed Consultation Strategy

Section 475 of the *Local Government Act* provides direction when an OCP is being amended. The following is required to be considered by Council:

1. Whether consultation should be early and on-going;
2. Whether consultation is required with:
 - a. Board of a Regional District in which the plan area is located or an adjacent Regional District,
 - b. Council of any municipality that is adjacent to the plan area;
 - c. First Nations;
 - d. School District Boards, greater boards, and improvement district boards; and,
 - e. Provincial and Federal Governments and their agencies.

The above consultation captures development of an OCP, major and minor amendments to OCPs. In regards to this proposed OCP amendment, staff considers amending Bylaw No 1080, 2016 minor in nature. Therefore, the following is proposed for the consultation strategy:

- The application be referred to the Advisory Planning Commission, Village Engineer (CTQ), Deputy Financial Officer, and the Fire Chief for consideration and comment;
- A referral be sent to the following pursuant to Section 475 of the *Local Government Act*:
 - Fraser Valley Regional District
 - Ministry of Transportation and Infrastructure
 - School District

Next Steps

If the proposed that OCP Amendment Bylaw No. 1080, 2016 be given first reading, a referral will be sent Ministry of Transportation and Infrastructure, Fraser Valley Regional District, and CTQ. Moreover, the application will be referred to the Advisory Planning Commission. Once the referrals are received and comments from the APC, a public hearing will be scheduled.

Should Council deem it necessary, they can pass a resolution that the proponent will host an open house to gain input from residents located on the west side of Hot Springs Road and prepare a report to Council for consideration. While the OCP does provide guidance for public engagement in the Tourist Commercial Designation, this is for proposals that would allow residential use. The proposed OCP amendment will allow resort residential which continues the tourist use but allowing fixed roof buildings. Similar to other campgrounds and holiday parks, on-site amenities will be provided.

Attachments

Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016;

*Options:*Option 1

THAT first reading be given to "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016";

THAT Council consider the consultation strategy in the staff reported dated February 10, 2016 as appropriate for consultation with persons, organizations and authorities for that will be affected by Official Community Plan Amendment Bylaw No. 1080, 2016 pursuant to Section 475 of the Local Government Act;

THAT Council consider that opportunities for early and on-going consultation with regard to the Official Community Plan amendment are not required or necessary.

Option 2

THAT first reading be given to "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016";

THAT Council consider the consultation strategy in the staff reported dated February 10, 2016 as appropriate for consultation with persons, organizations and authorities for that will be affected by Official Community Plan Amendment Bylaw No. 1080, 2016 pursuant to Section 475 of the Local Government Act;

THAT Council consider that opportunities for early and on-going consultation with regard to the Official Community Plan amendment are not required or necessary; and

THAT the applicant host a public open house and provide feedback to Council in the form of a report prior to the scheduling of a public hearing.

Option 3

Decide not to proceed with the OCP amendment application.

RECOMMENDATION:

THAT first reading be given to "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016";

THAT Council consider the consultation strategy in the staff reported dated February 10, 2016 as appropriate for consultation with persons, organizations and authorities for that will be affected by Official Community Plan Amendment Bylaw No. 1080, 2016 pursuant to Section 475 of the Local Government Act;

THAT Council consider that opportunities for early and on-going consultation with regard to the Official Community Plan amendment are not required or necessary.

Respectfully submitted for your consideration;

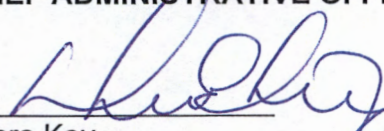


Lisa Grant
Manager of Development and Community Services

DIRECTOR OF FINANCE COMMENTS:

Tracey Jones
Deputy Financial Officer

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

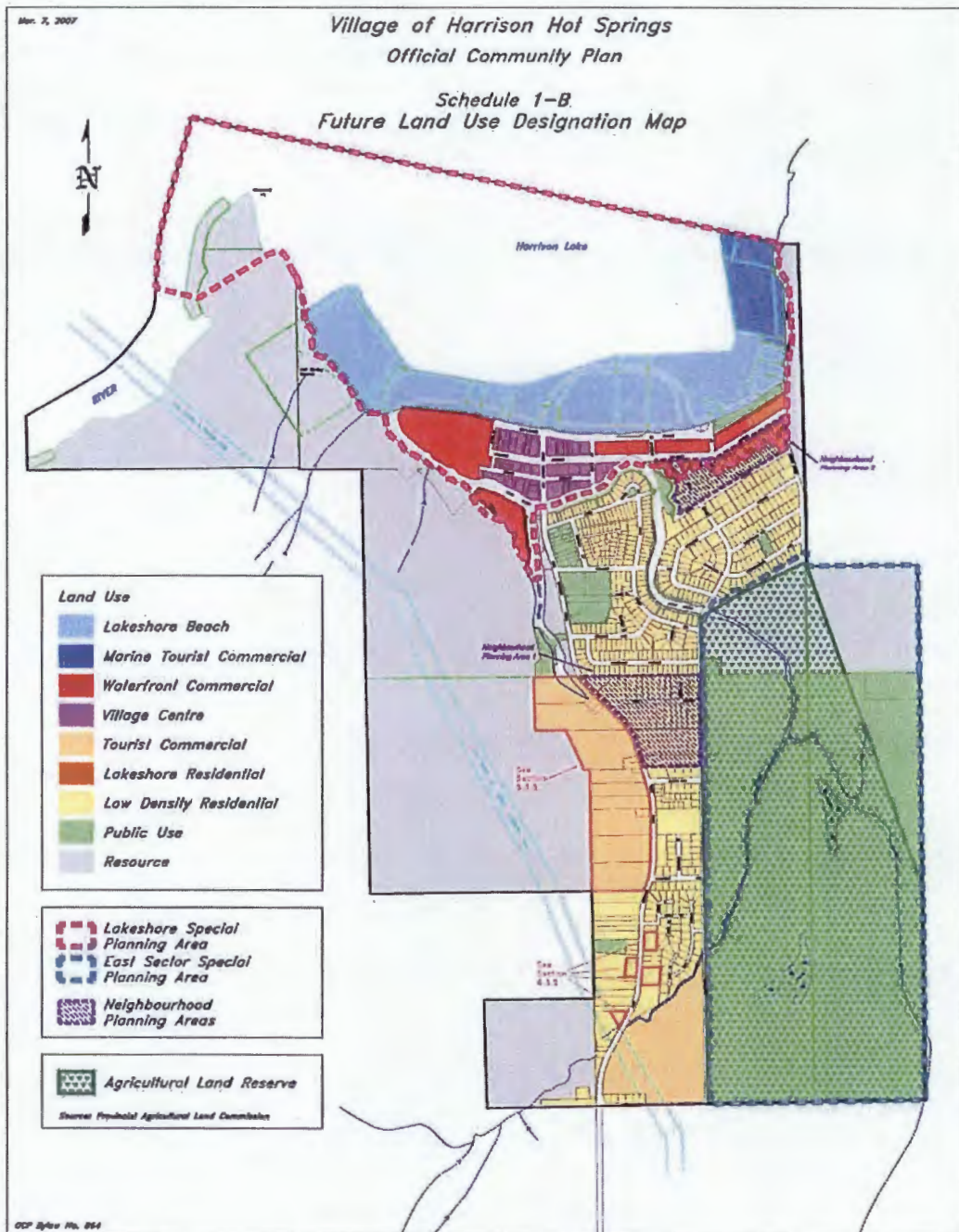


Debra Key
Deputy Chief Administrative Officer/Corporate Officer

ATTACHMENT A LOCATION MAP

arch 13, 2007 - OCP

SCHEDULE 1-B – FUTURE LAND USE DESIGNATION MAP





VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1080

A bylaw to amend Village of Harrison Hot Springs
Official Community Plan Bylaw 864, 2007

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, the Official Community Plan Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2007;

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

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016".

II. TEXT AMENDMENT

A. That Schedule 1-A, the Official Community Plan Text of the Village of Harrison Hot Springs Official Community No. 864, be amended by including the following bullet to:

- 1. Section 5.3.3 - "Resort Residential Use."

IV. READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2016

READ A SECOND TIME THIS DAY OF , 2016

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2016

READ A THIRD TIME THIS DAY OF , 2016

ADOPTED THIS DAY OF , 2016

Mayor

Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 10, 2016

FROM: Lisa Grant **FILE:** 3360-20-Z01/14
Manager of Development and 3360-20-Z02/14
Community Services

SUBJECT: Zoning Bylaw Amendment for 798 & 750 Hot Springs Road

ISSUE:

An application to rezone properties located at 798 and 750 Hot Springs Road from C-5 to CD-5 to permit a resort residential use.

BACKGROUND:

The property owners of 798 Hot Springs Road and 750 Hot Springs Road have applied to rezone their properties to allow a "Private Resort Development". A location map is provided in Attachment A. This application forms part of a proposed Official Community Plan bylaw amendment and would facilitate a resort use permitting cabins or other 'fixed roof' dwellings. It is similar to a holiday park or RV Park by which individuals purchase a strata lot which is typically used on a seasonal basis and provides on-site recreation amenities that help create a self-contained resort-feeling.

The subject properties are currently zoned Tourist Commercial C-5. The C-5 zone allows for campgrounds and hotels/motels. However, the zone does not permit resort residential use. The proposed resort residential use is quite similar to existing developments in this area. The proposed use is also similar to a holiday park use permitted in the C-7 Zone. Below is the definition of a Holiday Park:

"means an area of land operated and maintained for the purpose of providing 2 or more recreational vehicle spaces, together with ancillary, common leisure and service facilities for the exclusive use of the owners or occupiers of the recreational vehicle spaces; does not include a manufactured home park, motel, campground, or a group camp."

While this definition is similar to the proposed use, the fixed roof nature of the structures is the primary differing aspect.

In addition the properties are designated as Tourist Commercial by the OCP. While the land use designation generally support campgrounds and holidays parks, to ensure the proposed zoning is consistent with the OCP, a minor amendment is proposed to the OCP. This is being dealt with in Bylaw 1080, 2016.

Both properties are located in environmental and geotechnical development permit areas. The OCP provides guidance for the portion of the properties located in the area potentially subject to hazardous conditions. According to the OCP, a 20 m wide run-out zone is located at the toe of the slope. At this time the proposals are located outside of this run-out zone area. Should a development permit be required, it can be obtained at the time of subdivision.

Both property owners have completed preliminary overview of the environmental constraints and established a streamside protection areas. The streamside protection and enhancement area is approximately 10 m from the top of the bank. This small watercourse is located near the toe of the slope. The proposed development will be located outside of this area. Should a Riparian Area Regulation Approval be required it will be obtained at the time of subdivision.

DISCUSSION:

Proposed Use

Bylaw 1081, 2016 is proposing a private resort residential development. It has the following definition:

“Private Resort Residential Development means a bare land strata title subdivision pursuant to the Condominium Act, consisting of five or more one-family residential strata lots or holiday, summer or seasonal home strata lots, and containing associated resort and recreational amenity facilitates for the use of the residents of the development operation or in planned phases according to a unified design theme, and which contains no other land.”

This will facilitate a private resort residential use that is self-contained and includes the on-site amenities. These amenities may include clubhouses or recreational buildings, outdoor recreational facilities such as tennis courts, swimming pools, picnic sites, trails, open parks area and natural habitat areas.

Density

The applicant is proposing to create 40 strata lots on 798 Hot Springs Road and 48 strata lots on 750 Hot Springs Road. This is a proposed density of 50 units per hectare which is consistent with the existing C-5 Zone that the subject properties are currently zoned. As illustrated on Attachment B, the concept plan shows the clustering of lots on eastern portion of the properties away from the sloped lands and watercourse.

Bylaw 1081, 2016 would allow lots with a minimum size of 130 m², this is consistent with the resort residential nature of the proposed use. The small lot sizes are reflective of the recreational nature of the development, similar to campsites and park model lots. The development concept proposes lots that range from 135m² to 196 m².

Form and Character

Bylaw 1081, 2016 would allow for park model trailers or modular built cabins. These units would be approximately 55 m² (600 ft²) in size. Attachment C provides samples of potential units. The concept is to have small cabin-like development that provides ample outdoor space and on-site amenities. These units would be significantly smaller than a traditional single family home due to the recreational nature of the use.

Amenity Contribution

Policy 2.10 Development guides amenity contributions and identifies potential projects. These projects include:

- Expansion/Improvement of the Public Beachfront
- Public Safety Equipment and Facilities
- Community Hall
- Trail Systems
- Others

The applicant has proposed an amenity contribution of \$650.00 per unit. Therefore, 798 Hot Springs Road would provide an amenity contribution of \$26,000 and 750 Hot Springs Road would provide an amenity contribution of \$31,200. If this contribution is acceptable, a development agreement would be drafted.

As noted in the policy, the Deputy Financial Officer and Chief Administrative Officer review and evaluate amenity contribution proposals in the context of the identified framework. Therefore, prior to the public hearing, the above proposed contribution will be referred to the Deputy Financial Officer and Chief Administrative Officer.

In regards to projects, the applicant is satisfied to provide the contribution to one of the above identified projects.

Consistency with OCP

To ensure Bylaw 1081, 2016 is consistent with the OCP, a minor amendment is being proposed that would allow for resort residential use in the Tourist Commercial Land Use Designation.

Next Steps

Unlike an OCP amendment, the *Local Government Act* does not require consultation to be considered of whether early and on-going consultation is required. However, a public hearing is required. Because this application forms part of an OCP amendment, it is proposed that consultation will be the same as that identified in the report titled "Official Community Plan text amendment for Tourist Commercial Land Use Designation". This will include a referral to the Advisory Planning Commission, Fraser Valley Regional District, Ministry of Transportation and Infrastructure, School District, Village Engineer and the Fire Chief.

Attachments:

Village of Harrison Hot Springs Zoning Bylaw Amendment No. 1081, 2016

Options:

Option 1

THAT Zoning Amendment Bylaw No. 1081, 2016 be read a first time and authorize the scheduling of a public hearing; and

THAT the application be referred to the Advisory Planning Commission, Fraser Valley Regional District, School District, Ministry of Transportation and Infrastructure, Village Engineer, Deputy Financial Officer, Chief Administrative Officer, and the Fire Chief for review and comment.

Option 2

THAT Zoning Amendment Bylaw No. 1081, 2016 be read a first time and authorize the scheduling of a public hearing; and

THAT the application be referred to the Advisory Planning Commission, Fraser Valley Regional District, School District, Ministry of Transportation and Infrastructure, Village Engineer, Deputy Financial Officer and the Chief Administrative Officer, and the Fire Chief for review and comment; and

FURTHER THAT the applicant host a public open house and report back to Council prior to the scheduling of a public hearing.

Option 3

Decide not to proceed with the Rezoning Application.

RECOMMENDATION:

THAT Zoning Amendment Bylaw No. 1081, 2016 be read a first time and authorize the scheduling of a public hearing; and

THAT the application be referred to the Advisory Planning Commission, Fraser Valley Regional District, School District, Ministry of Transportation and Infrastructure, Village Engineer, Deputy Financial Officer, Chief Administrative Officer, and the Fire Chief for review and comment.

Respectfully submitted for your consideration;

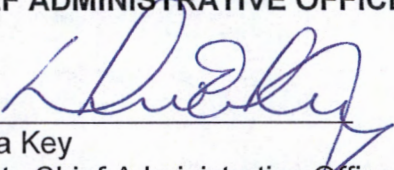


Lisa Grant
Manager of Development and Community Services

DIRECTOR OF FINANCE COMMENTS:

Tracey Jones
Deputy Financial Officers

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



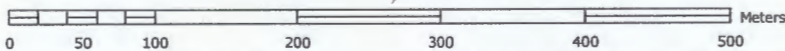
Debra Key
Deputy Chief Administrative Officer/Corporate Officer

ATTACHMENT A LOCATION MAP



Harrison Hot Springs

Zoning Amendment Map Schedule

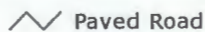


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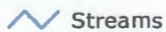


Current Zoning: Tourist Commercial (C-5)

Proposed Zoning: Comprehensive Development Zone 5 (CD-5)



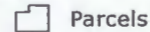
Paved Road



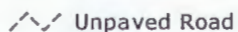
Streams



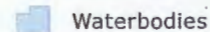
Indian Reserves



Parcels



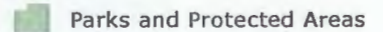
Unpaved Road



Waterbodies



Jurisdictions



Parks and Protected Areas

This map was compiled by the Fraser Valley Regional District for the Village of Harrison Hot Springs, using data believed to be accurate; however, a margin of error is inherent in all maps. This product is distributed without warranties of any kind, either expressed or implied, including but not limited to warranties of suitability of particular purpose or use.

**ATTACHMENT B
CONCEPT PLAN**



750/798 Harrison Hot Springs Road

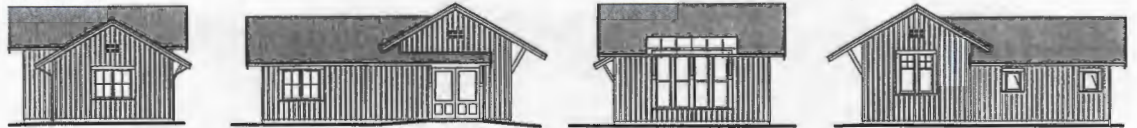
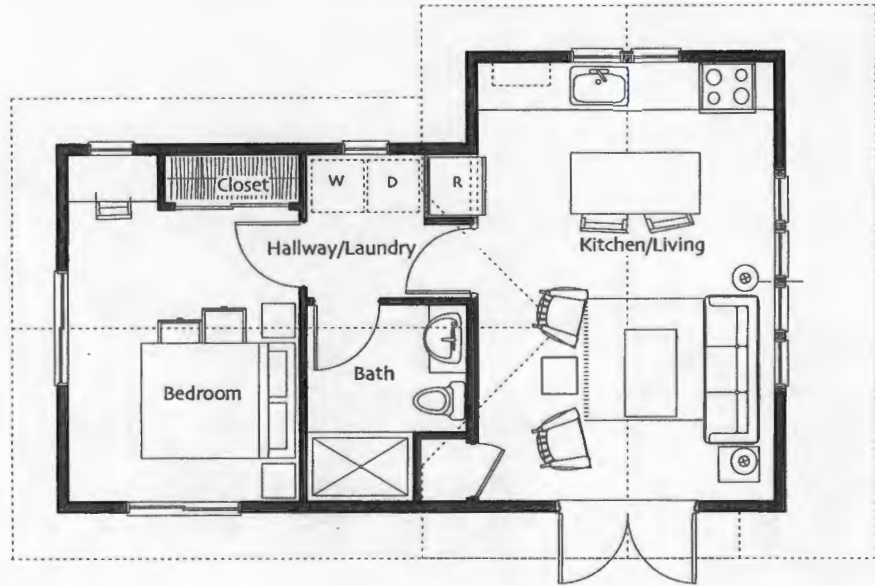
PRECISION
landscaping design associates ltd.

3 45953 Airport Rd
Chilliwack
British Columbia
V2P 1A3
T: 604 792 0828
F: 604 792 0850

1 : 1000
May 5, 2015

ATTACHMENT C EXAMPLES

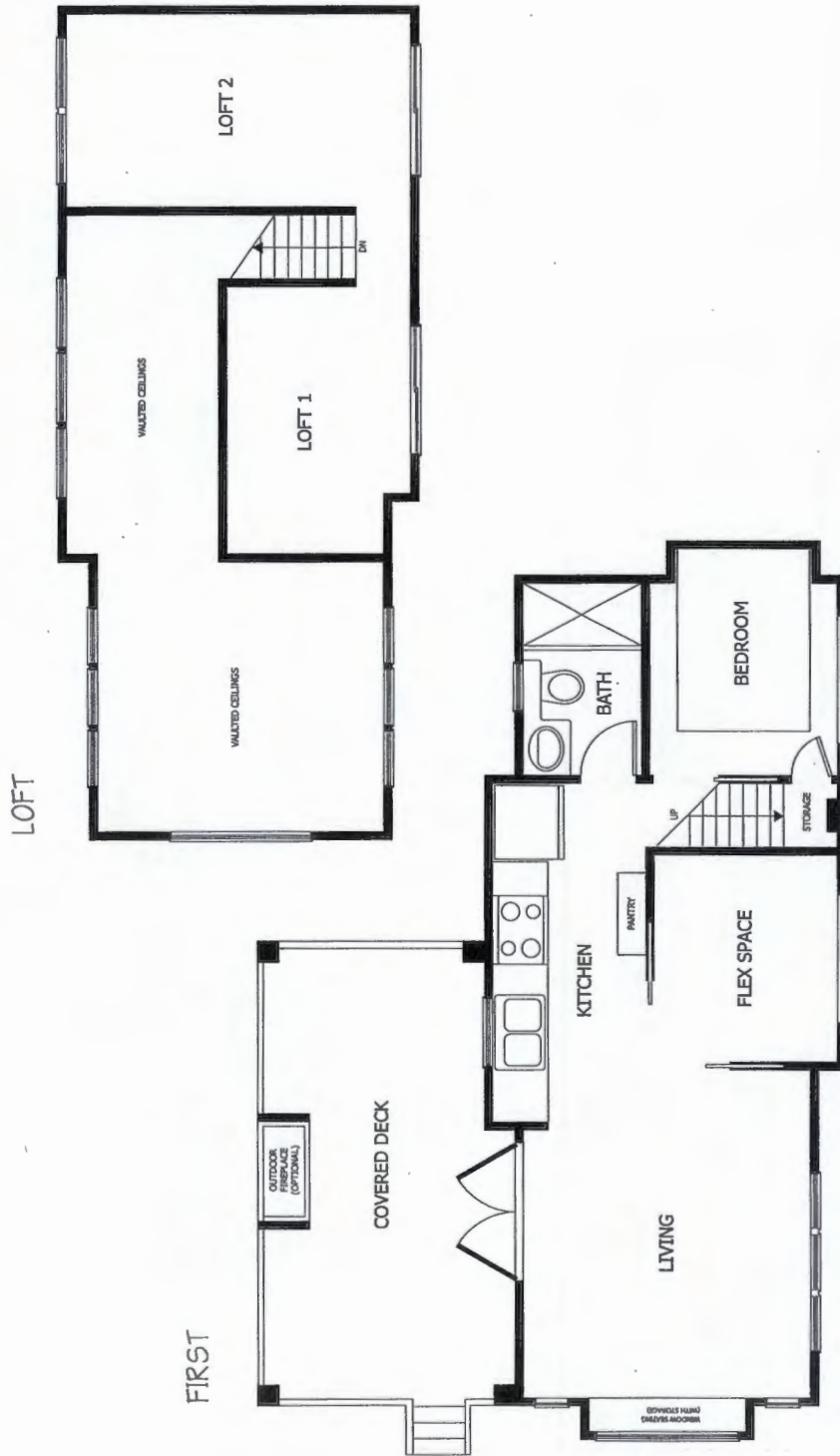
Main Room 13' x 19'
 Bedroom 10'-6" x 15'
 Bath full
 Total Area 568 sf
 Footprint: 32' x 20'



© Ross Chapin Architects • Sizes are approximate / Plans are subject to change

GoodFit
 Cottages and Small Houses
 PO Box 230 • Langley, Washington 98260 • plans@rosschapin.com • www.rosschapin.com

**Greenwood
 Studio**

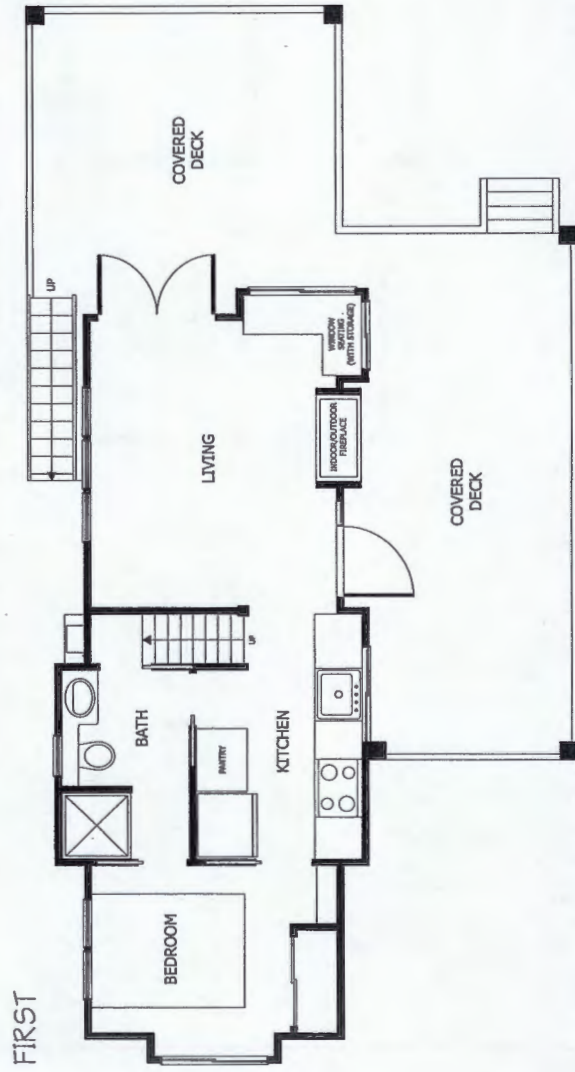
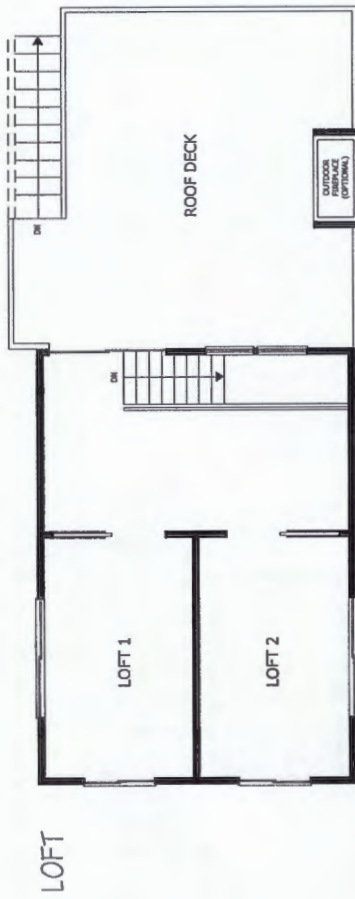


WILDWOOD

Lakefront Cottages

San Juan

* Plans and dimensions are approximate and subject to change. E&OE

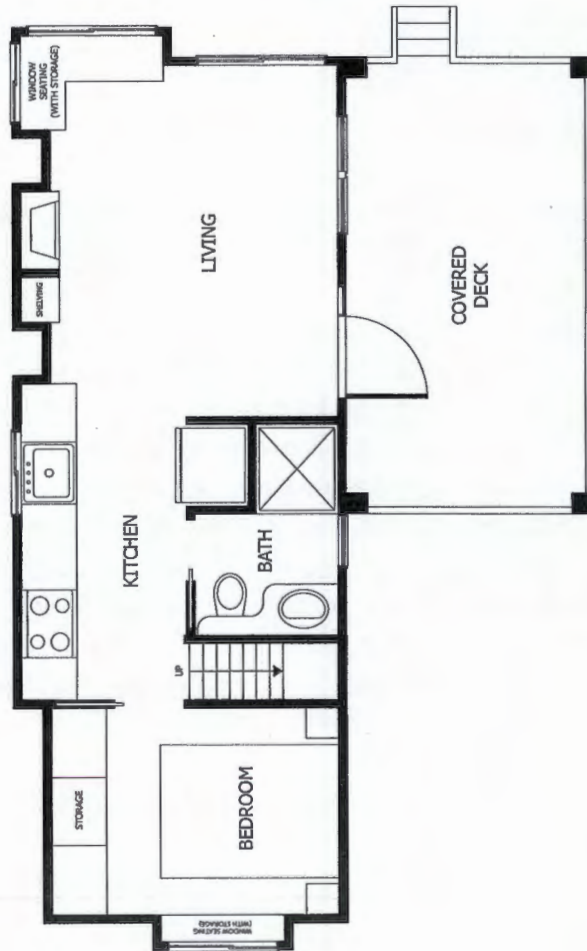


Townsend

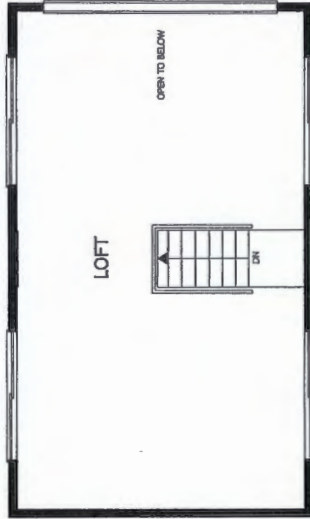
WILDWOOD
Lakefront Cottages

* Plans and dimensions are approximate and subject to change. E20E

FIRST



LOFT



Anacortes

WILDWOOD
Lakefront Cottages

* Plans and dimensions are approximate and subject to change. EROE

**A bylaw to amend Village of Harrison Hot Springs
Zoning Bylaw 1020, 2012**

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1020, 2012, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted January 7th, 2013;

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

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Bylaw Amendment Bylaw No. 1081, 2016".

II. TEXT AMENDMENT

That the Village of Harrison Hot Springs Zoning Bylaw Number 1020, 2012, be amended by:

- A. Inserting the following new definition in section III Definitions:
"PRIVATE RESORT RESIDENTIAL DEVELOPMENT means a bare land strata title subdivision pursuant to the Condominium Act, consisting of five or more one-family residential strata lot or holiday, summer or seasonal home strata lots, and containing associated resort and recreational amenity facilities for the use of the residents of the development, which is planned and developed as a whole in a single development operation or in planned phases according to a unified design theme, and which contains no other land."
- B. Inserting the following new sub-section: "VI. 4). (10) Comprehensive Development Zone 5 – CD-"; and
- C. Inserting the above sub-section within the Table of Contents.

"VI. 4). (10) COMPREHENSIVE DEVELOPMENT ZONE 5 – CD-5

.1) Intent

The purpose of this zone is to designate land in areas of attractive natural assets, which, by reason of their setting and the feasibility of access to water and sewer are suitable for development of bare-land strata

subdivisions with a full range of resort or recreational amenities for the use of the property owners, but which, because of their setting or location, are not appropriate for conventional urban housing development over the long-term.

.2) Permitted Uses

The following uses and no others are permitted in the CD-5 zone:

Principal Uses

- .1 Private Resort Residential Development

Accessory Uses

- .1 Garden/Storage Shed

.3) Conditions on Use

- .1 All principle uses shall be connected to the Village of Harrison Hot Springs community water system and sanitary sewer system.
- .2 Common amenity and recreation facilities, shall be provided for the exclusive use of residents of the private resort residential development and their guests.
- .3 Common amenity and recreation facilities may include clubhouses or recreational buildings, outdoor recreational facilities such as tennis courts, swimming pools, picnic sites, trails, open park areas, and natural habitat areas.
- .4 No recreational vehicles shall be occupied on lands within the private resort residential development.

.4) Regulations

On a *parcel* zoned CD-5, no *building or structure* will be constructed, located or altered and no plan of subdivision will be approved which contravenes the regulations set out in the following table in which Column I sets out the matter to be regulated and Column II sets out the regulations.

COLUMN I	COLUMN II
Minimum <i>Strata Lot Size</i>	130 m ²
Minimum <i>Strata Lot Width</i>	9 metres
Minimum <i>Strata Lot Depth</i>	15 metres
Minimum <i>Strata lot Setback</i> <ul style="list-style-type: none"> • <i>front parcel line</i> • <i>front parcel line to deck</i> • <i>interior parcel line</i> • <i>exterior parcel line</i> • <i>rear parcel line</i> 	2 metres 6 metres 1.2 metres 1.2 metres 3.5 metres
Maximum <i>Residential Density</i>	50 units per hectare
Maximum <i>Number of Accessory Buildings</i>	1
<i>Accessory Building and Structures Minimum Strata Lot Setback</i> <ul style="list-style-type: none"> • <i>front parcel line</i> • <i>side parcel line</i> • <i>rear parcel line</i> 	6 metres 1 metres 1 metres
Maximum <i>Lot Coverage</i>	50%
Maximum <i>Building Height</i>	7.5 metres for principle buildings 3.0 metres for accessory buildings
<i>Parking and Loading</i>	1 space per parcel

.5) Community Amenities

On a parcel zoned CD-5, no building or structure shall be constructed until the following community amenity has been provided to the Village:

1. the offered \$650.00 per unit community amenity contribution as outlined within the *Development Agreement*;

.6) Comprehensive Development Plan

On a parcel zoned CD-5, no building or structure shall be constructed, located or altered and no plan of subdivision approved which is not generally in accordance with the Comprehensive Development Plan which forms an integral component of this zone as Schedule 1.

.7) Amenity and Common Building Setbacks

Amenity or common buildings or structures shall only be located on common land. No part of any amenity or common building or structure located on common lands shall be located closer than:

- 3 metres from the strata lot boundary

III. MAP AMENDMENT

- A. That Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1020, be amended by rezoning the property located on property legally described as Lot 9 Section 12 Township 4 Range 29 Meridian 6 New Westminster District Plan NWP5519 Meridian W6 PID 011-150-491 and Lot 10 Section 12 Township 2 Range 29 Meridian 6 New Westminster District Plan NWP5519 Meridian W6 PID 011-150-513 and as outlined in heavy black outline and cross-hatched on Schedule 2 of this Bylaw, from the **Tourist Commercial (C-5)** to **Comprehensive Development Zone 5 (CD-5)**.
- B. That the map appended hereto designated as Schedule 2 showing such amendment is an integral part of this Bylaw.

READ A FIRST TIME THIS DAY OF , 2016

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2016

READ A SECOND TIME THIS DAY OF , 2016

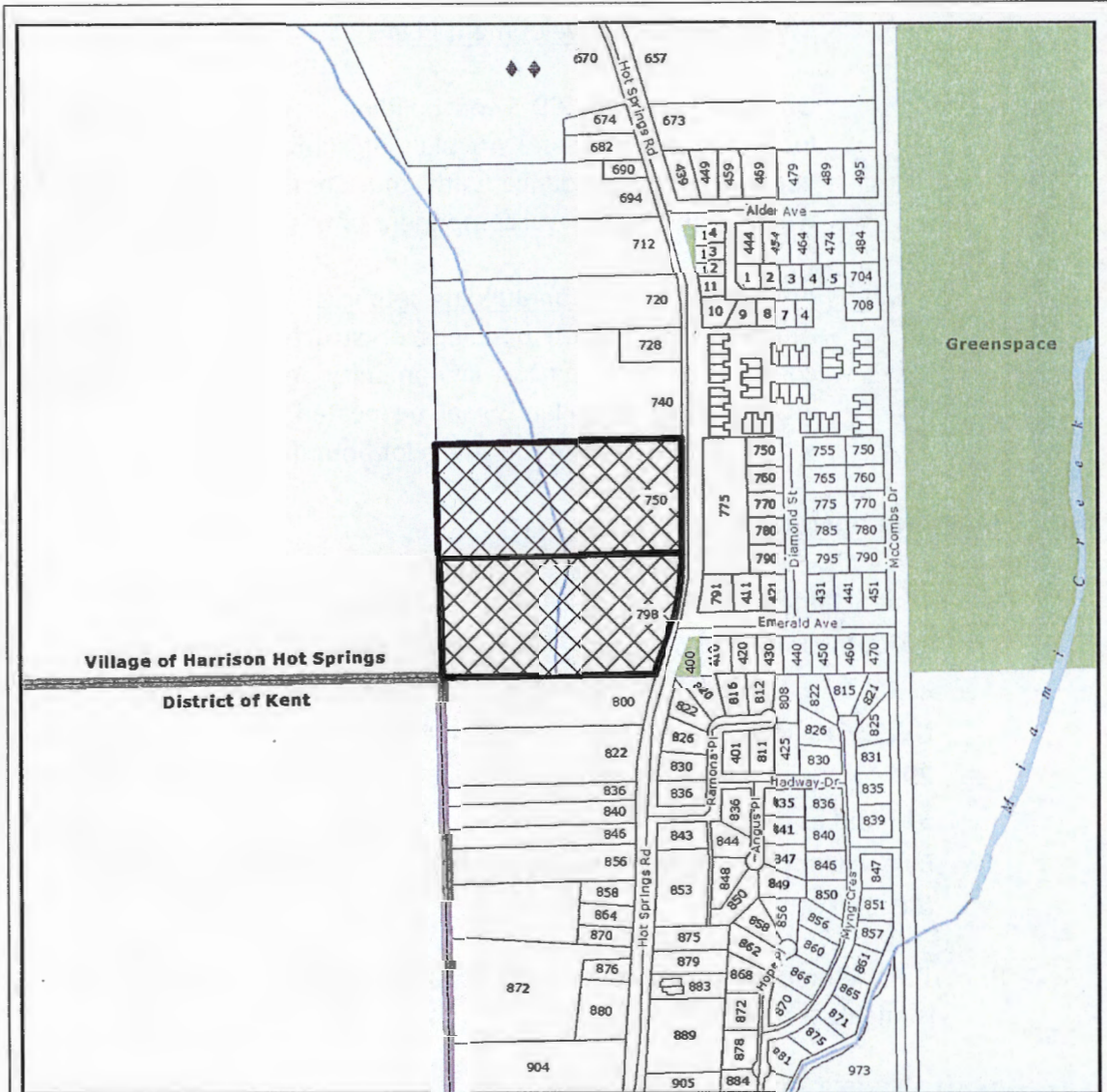
READ A THIRD TIME THIS DAY OF , 2016



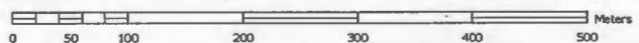









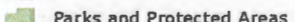
ADOPTED THIS DAY OF , 2016

Mayor

Corporate Officer

Schedule 1 of Bylaw 1081



Harrison Hot Springs		 
Zoning Amendment Map Schedule		
	Scale 1:5,000	Date Created: February 10, 2016
<p>  Current Zoning: Tourist Commercial (C-5)  Proposed Zoning: Comprehensive Development Zone 5 (CD-5) </p>		
<p>  Paved Road  Unpaved Road </p>	<p>  Streams  Waterbodies </p>	<p>  Indian Reserves  Jurisdictions  Parcels  Parks and Protected Areas </p>
<p><small>This map was compiled by the Fraser Valley Regional District for the Village of Harrison Hot Springs, using data believed to be accurate; however, a margin of error is inherent in all maps. This product is distributed without warranties of any kind, either expressed or implied, including but not limited to warranties of suitability of particular purpose or use.</small></p>		