



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Monday, May 15, 2017  
**Time:** 7:00 p.m.  
**Location:** Council Chambers, 495 Hot Springs Road  
 Harrison Hot Springs, British Columbia

<b>1. CALL TO ORDER</b>	
Meeting called to order by Mayor Facio.	
<b>2. INTRODUCTION OF LATE ITEMS</b>	
<b>3. APPROVAL OF AGENDA</b>	
<b>4. ADOPTION OF COUNCIL MINUTES</b>	
(a) THAT the Minutes of the Regular Council Meeting held on May 1, 2017 be adopted	
	Item 4(a) Page 1
<b>5. BUSINESS ARISING FROM THE MINUTES</b>	
<b>6. CONSENT AGENDA</b>	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	(a) Age-friendly Committee Meeting Minutes of April 5, 2017
	Item 6.iii.(a) Page 7
iv. Correspondence	
<b>7. DELEGATIONS/PETITIONS</b>	
(a) CTQ Consultants – Matt Cameron	
	Item 7(a)
<b>8. CORRESPONDENCE</b>	
(a) Letter dated May 9, 2017 from Barbara Dramer Re: Utility Fee Increases for Condominium Owners in the Village of Harrison Hot Springs	
	Item 8(a) Page 11
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>	
<b>10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>	

**11. REPORTS FROM MAYOR**

**12. REPORTS FROM STAFF**

- (a) Report of Planning Consultant – May 15, 2017  
Re: To start the rezoning process – 440 Lillooet Avenue

Item 12(a)  
Page 13

Recommendation:

1. THAT staff be authorized to work on application 3360-20-Z02/17, and
2. THAT the following agencies have the application referred to them:
  - (a) The Village Fire Department,
  - (b) The adjacent properties, within 30 metres, and
  - (c) The local Advisory Planning Commission

- (b) Report of Chief Administrative Officer – May 15, 2017 (verbal)  
Re: Appointment of Interim Fire Chief

Item 12(b)

**13. BYLAWS**

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

**15. ADJOURNMENT**

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

DATE: May 1, 2017  
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, Madeline McDonald  
Deputy Chief Administrative Officer/Corporate Officer, Debra Key  
Financial Officer, Tracey Jones  
Community Services Manager, Alanna Carmichael

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 Buckley  
Seconded by Councillor Piper

THAT the agenda be approved.

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 April 18, 2017 be adopted.

CARRIED  
UNANIMOUSLY

5. BUSINESS ARISING FROM THE MINUTES

None

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
May 1, 2017

6. **CONSENT AGENDA**

i. Bylaws (a) Tax Rate Bylaw No. 1105, 2017

ii. Agreements

iii. Committee/  
Commission  
Minutes

iv. Correspondence (a) Letter dated April 11, 2017 from Fraser Health  
Re: Health Services

**Moved by Councillor Buckley**  
**Seconded by Councillor Hansen**

THAT the letter dated April 11, 2017 from Fraser Health regarding Health Services be removed from the consent agenda and placed under #8 - Regular Correspondence.

**CARRIED  
UNANIMOUSLY**

**Moved by Councillor Buckley**  
**Seconded by Councillor Hansen**

THAT Bylaw 1105, 2017 be adopted.

**CARRIED  
UNANIMOUSLY**

7. **DELEGATIONS**

(a) Audit Results and Communications Report - Patrick Chan, BDO Canada LLP

Mr. Chan reviewed the Audit Results and Communications Report and received questions from Council and the public.

8. **CORRESPONDENCE**

(a) Letter dated April 2017 from the Royal Canadian Legion, Branch 32, Agassiz  
Re: Inaugural Golf Tournament

(b) Letter dated April 11, 2017 from Fraser Health  
Re: Health Services

**Moved by Councillor Piper**  
**Seconded by Councillor Hansen**

THAT the correspondence be received.

**CARRIED  
UNANIMOUSLY**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

Letter dated April 11, 2017 from Fraser Health  
Re: Health Services

**Moved by Councillor Buckley**  
**Seconded by Councillor Hansen**

THAT a letter be sent to Fraser Health asking that consideration be given to provide Harrison Hot Springs full time or temporary care medical services.

**CARRIED  
UNANIMOUSLY**

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

**Councillor Piper**

- Attended the Earthwise Society Earth Day event
- Attended the School District 78 Heavy Equipment Operator Celebration event and toured the Interior Heavy Equipment Operator School facility
- Attended a Canada Day Planning meeting

**Councillor Reyerse**

- Took part in AESS graduation portfolio interviews along with Mayor Facio
- Attended and volunteered at the Harrison Uncorked Wine Festival
- Reported that the Fraser Valley Regional Library met on April 26, 2017 for their annual Planning Day, which included a strategic planning session

11. **REPORTS FROM MAYOR LEO FACIO**

- Reported that the Mayor and Council Spring Newsletter is now available
- Attended the Celebration of Life for Gerald Kingston who was the former CAO at the Fraser Valley Regional District
- Attended the Harrison Uncorked Wine Festival and thanked Tourism Harrison and all the volunteers who made the event a success
- Took part in the AESS graduation portfolio interviews on April 20, 2017
- Received a letter from Mayor Nils Jensen of Oak Bay following up on the 2017 Mayors' Caucus
- Reported on the Fraser Valley Board in Brief for April 2017

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
May 1, 2017

- Attended the Fraser Valley Regional District Board Meeting on April 25, 2017. A new parking facility is being constructed on Mary Street to provide additional parking spaces for Chilliwack General Hospital. The Fraser Valley Health Care Foundation appeared as a delegation
- Reported that May 4, 2017 is Jeans Day in support of the BC Children's Hospital

12.

**REPORTS FROM STAFF**

- (a) Report of Financial Officer – April 25, 2017  
Re: 2016 Auditor's Report

**Moved by Councillor Buckley**  
**Seconded by Councillor Piper**

THAT Council receives the Village of Harrison Hot Springs Audit Results and Communications Report to the Mayor and Council for the fiscal year ended December 31, 2016.

**CARRIED  
UNANIMOUSLY**

- (b) Report of Financial Officer – April 21, 2017  
Re: 2016 Audited Financial Statements

**Moved by Councillor Piper**  
**Seconded by Councillor Reyerse**

THAT the 2016 Financial Statements of the Village of Harrison Hot Springs be adopted;

AND THAT the Independent Auditor's Report be received;

AND THAT the Independent Auditor's Report be attached to the approved Financial Statements of the Village of Harrison Hot Springs.

**CARRIED  
UNANIMOUSLY**

- (c) Report of Financial Officer – April 20, 2017  
Re: Village owned street lighting conversion to LED

**Moved by Councillor Buckley**  
**Seconded by Councillor Hansen**

THAT Council approves contracting of lighting design services for the Village owned street lights.

**CARRIED  
UNANIMOUSLY**

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
May 1, 2017

- (d) Report of Community Services Manager – April 26, 2017  
Re: UBCM Gas Tax Strategic Priorities Fund

**Moved by Councillor Reyerse**  
**Seconded by Councillor Hansen**

THAT approval be given to staff to submit two applications for funding through the Gas Tax Strategic Priorities Fund (SPF) which includes the SPF – Capital Infrastructure Fund Project Stream for Community Energy Systems and for the SPF – Capacity Building Stream for a Long-term Infrastructure Plan.

**CARRIED  
UNANIMOUSLY**

13. **BYLAWS**

- (a) Report of Deputy Chief Administrative Officer/Corporate Officer – April 26, 2017  
Re: Highway and Traffic Bylaw No. 974

Received and filed.

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

Questions from the public were entertained.

15. **ADJOURNMENT**

**Moved by Councillor Buckley**  
**Seconded by Councillor Hansen**

THAT the meeting be adjourned at 8:11 p.m.

**CARRIED  
UNANIMOUSLY**

\_\_\_\_\_  
Leo Facio  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS  
AGE-FRIENDLY COMMITTEE MEETING**

**DATE:** Wednesday, April 5, 2017  
**TIME:** 2:00 p.m.  
**PLACE:** Council Chambers  
 495 Hot Springs Road  
 Harrison Hot Springs, BC

**IN ATTENDANCE:** Councillor John Hansen, Chair  
 Marg Doman  
 Raymond Hooper  
 Elisabeth Scotson

Alanna Carmichael, Community Services Manager

**ABSENT:** Allan Jackson

*Recording Secretary: Jaclyn Bhatti*

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

None

3. **APPROVAL OF AGENDA**

**Moved by Marg Doman**  
**Seconded by Elisabeth Scotson**

THAT the agenda be approved.

**CARRIED  
UNANIMOUSLY**

4. **ADOPTION OF MINUTES**

**Moved by Raymond Hooper**  
**Seconded by Marg Doman**

THAT the minutes of the Age-friendly Committee Meeting held on March 16, 2017 be adopted.

**CARRIED  
UNANIMOUSLY**

5. **ITEMS FOR DISCUSSION**

(a) Guest Speaker – Amanda LaBoucane, Community Health Specialist,  
 Fraser Health

Ms. LaBoucane provided the Committee with an overview of the services she offers as the Community Health Specialist. Her role is to work with the community on what they consider priorities and any initiatives they may have as well as being the liaison to other Fraser

*Village of Harrison Hot Springs*  
*Minutes of the Age-friendly Committee Meeting*  
*April 5, 2017*

Health departments.

The Committee discussed Ms. LaBoucane as a potential speaker for the Open House.

(b) Time Capsule

**Moved by Marg Doman**

**Seconded by Elisabeth Scotson**

THAT the Age Friendly Committee coordinate and place a time capsule during the Canada Day official ceremonies on July 1, 2017; and

THAT this time capsule be placed at Civic Plaza, by the fish statue, and commemorated with a plaque which indicates that it is to be opened by Council 50 years from the date of placement being July 1, 2067

**CARRIED  
UNANIMOUSLY**

(c) Age-friendly Questionnaire Results

Received for information.

(d) Computer Tutoring

The Chair reported that the "Tech Savvy" Program at the Agassiz Legion Branch is held on Mondays from 3:30 p.m. to 4:30 pm.

(e) Prison Visit

Raymond Hooper reported to the Committee that the warden from Mountain Institution is available to give tours of the prison. The suggested time would be in May and people can go in groups of 20.

(f) Speaker Series Open House

The Community Services Manager gave an update on having Community Services staff for the open house. Wednesday afternoons at 1:00 p.m. is the best time to have the most staff present.

The consensus from the Committee was to focus on the time capsule and prison visit and then work on the speaker series when those are complete.

Village of Harrison Hot Springs  
Minutes of the Age-friendly Committee Meeting  
April 5, 2017

(g) Meeting Schedule

Next meeting tentatively set for May 2, 2017 11:00 a.m.

6.

**ADJOURNMENT**

**Moved by Marg Doman**

**Seconded by Raymond Hooper**

THAT the meeting be adjourned at 3:48 p.m.

**CARRIED  
UNANIMOUSLY**



John Hansen  
Chair



Debra Key  
Corporate Officer

8(a)

RECEIVED

MAY 10 2017

BY VILLAGE

May 9, 2017

Mayor Leo Facio and Council Members  
Village of Harrison Hot Springs

Re: Submission of Agenda Item for May 15, 2017 Council Meeting

Mr. Mayor and Council Members,

I respectfully submit a request that the following item be added to the agenda for the next Council Meeting, scheduled for May 15, 2017 at 7:00 p.m. in the Village Office:

Utility Fee Increases (for Water, specifically) for Condominium Owners in VHHS.

Thank-you and I look forward to seeing you at the meeting,

Barbara Dramer  
Unit 301, 170 Cedar Avenue  
VHHS  
[Barbara.Dramer@shaw.ca](mailto:Barbara.Dramer@shaw.ca)

FILE #	DATE
0220-01	May 10/17
<input type="checkbox"/> CAO	<input type="checkbox"/> CO
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input checked="" type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM	A B C
COUNCIL AGENDA	
DATE	May 15/17
	INITIALS
(ITEMS: A-REQ, ACTION; B - INFO - WRESP; C - INFO ONLY)	

## VILLAGE OF HARRISON HOT SPRINGS



### REPORT TO COUNCIL

<b>TO:</b>	<b>Mayor and Council</b>	<b>DATE:</b> May 15, 2017
<b>FROM:</b>	<b>Ken Cossey, MCIP, RPP</b>	<b>FILE:</b> 3360-20-Z02/17 (440 Lillooet Avenue)
<b>SUBJECT:</b>	<b>To start the rezoning process</b>	

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#### ISSUE:

Seeking approval to start the rezoning process.

#### BACKGROUND:

This rezoning application is part of a development that will create two (2) lots, proposed lots 1 and 2, from one (1) current lot. This site, is currently zoned R-2 Low Density Residential 2 Duplex and the R-2 size regulations is the reason for this application. Under the R-2 regulations the minimum parcel size is 697M<sup>2</sup> and must be hooked into a community water and sewer system. Under the R-3 regulations the minimum parcel size is 360M<sup>2</sup> and must be hooked into a community water and sewer system. The intent is to build a detached dwelling on each lot, so a rezoning application is required at this time.

Under the OCP the site is designated Lakeside Residential and is within the Neighbourhood Planning Area #2, the Lakeshore Development Permit Area #1 and the Miami River Development Permit Area #5.

The Neighbourhood Planning Area #2 consideration is required if a medium density multi-family residential development is proposed in this area. This application is not a multi-family application, so this policy is not applicable.

The Lakeshore Development Permit requirements are not applicable, as this application is not a medium density multi-family application nor is it a commercial development application.

The required Riparian Area Regulation report from a qualified environmental professional, will address the Miami River Development Permit #5 requirements.

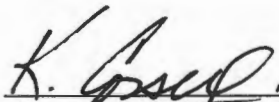
The information provided by the applicant is sufficient enough to meet the requirements of the Development Procedures Bylaw 1090, so the application is deemed complete.

A subdivision application will be required before any buildings can be place on the lots.

**RECOMMENDATION:**

- 1/. THAT staff be authorized to work on application 3360-20-Z02/17, and
- 2/. THAT the following agencies have the application referred to them:
  - (a) The Village Fire Department,
  - (b) The adjacent properties, within 30 metres, and
  - (c) The local Advisory Planning Commission

Respectfully submitted;

  
\_\_\_\_\_  
Ken Cossey, MCIP, RPP,  
Planning Consultant

**REVIEWED BY and CONCURRENCE with the RECOMMENDATIONS:**

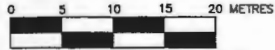
  
\_\_\_\_\_  
Madeline McDonald, CAO

Attachments (1)      Location Map

**PROPOSED SUBDIVISION PLAN OF PARCEL "A"**  
**SECTION 13 TOWNSHIP 4 RANGE 29 WEST OF THE 6TH MERIDIAN**  
**NEW WESTMINSTER DISTRICT REFERENCE PLAN 52235**

QVIG: 440 LILLOOET AVENUE, HARRISON HOT SPRINGS, B.C.

SCALE 1 : 300

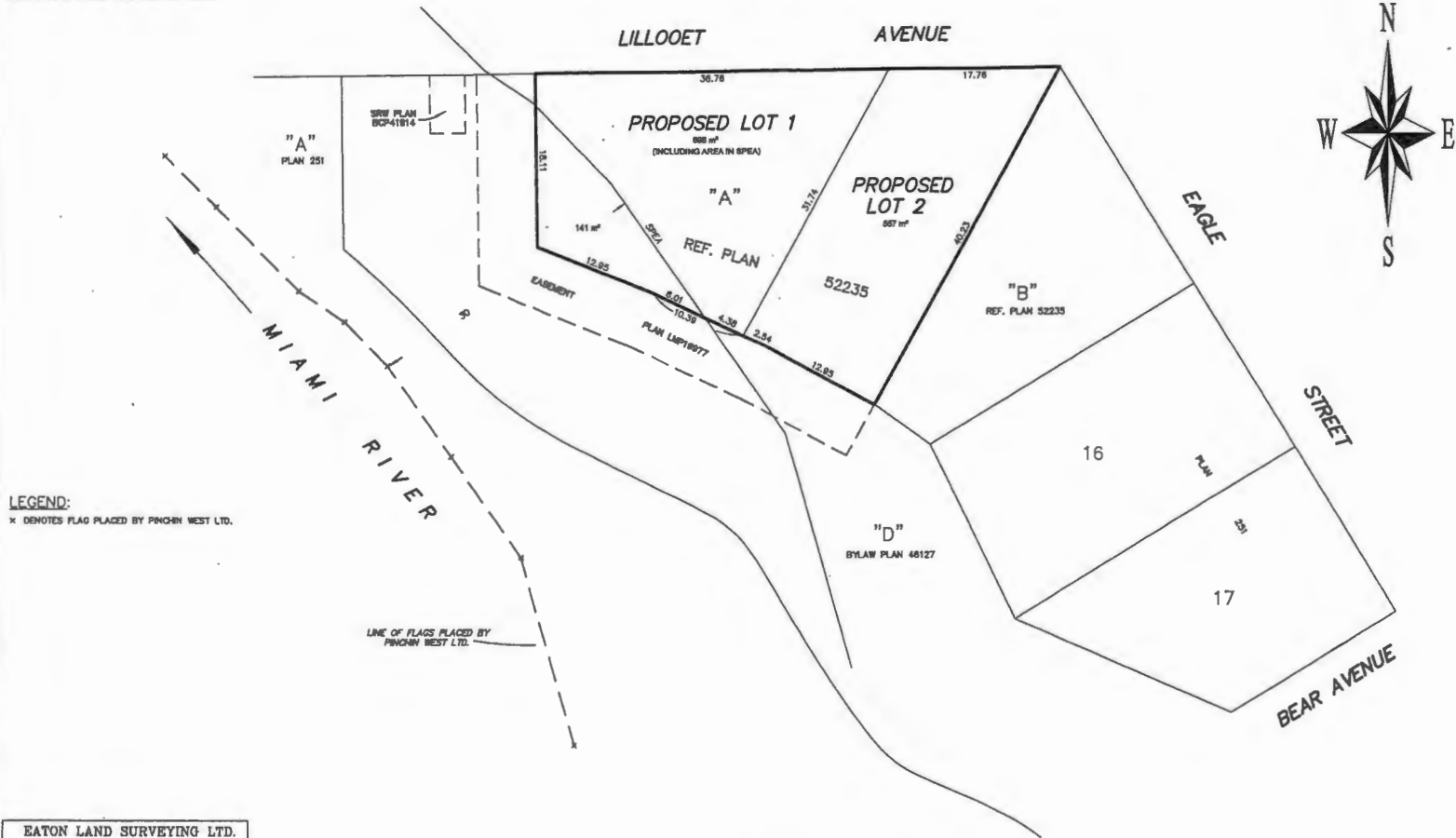


ALL DISTANCES ARE HORIZONTAL GROUND-LEVEL DISTANCES IN METRES AND DECIMALS THEREOF

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**LEGEND:**  
 X DENOTES FLAG PLACED BY PINCHIN WEST LTD.

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DIMENSIONS SHOWN ARE ACCORDING TO LAND TITLE AND SURVEY AUTHORITY OF B.C. RECORDS REFERENCE PLAN 52235 AND EXPLANATORY PLAN LMP19977.

PREPARED BY EDWARD C. EATON, B.C.L.S., C.L.S. THIS 27th DAY OF MARCH, 2017.

OUR FILE: 0683 DRAWING: 0683 PSCP SUB 1