



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Monday, June 19, 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 June 5, 2017 be adopted		Item 4(a) Page 1
<b>5. BUSINESS ARISING FROM THE MINUTES</b>		
<b>6. CONSENT AGENDA</b>		
i. Bylaws	(a) Park Regulation Bylaw Amendment Bylaw No. 1106, 2017	Item 6.i.(a) Page 5
	(b) Bylaw Notice Enforcement Bylaw No. 1107, 2017	Item 6.i.(b) Page 9
ii. Agreements		
iii. Committee/ Commission Minutes	(a) Age-friendly Committee Meeting minutes of May 2, 2017	Item 6.iii.(a) Page 17
iv. Correspondence		
<b>7. DELEGATIONS/PETITIONS</b>		
<b>8. CORRESPONDENCE</b>		
(a) Letter dated May 27, 2017 from Wood Works BC Re: Call for Nominations for the 2017 Community Recognition Awards		Item 8(a) Page 19
(b) Letter dated June 14, 2017 from John Allen Re: Knotweed		Item 8(b) Page 23
<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 Financial Officer – June 7, 2017  
Re: 2017 Annual Report

Item 12(a)  
Page 25

Recommendation:

THAT Council receives the 2016 Annual Report for consideration.

(b) Report of Financial Officer – June 2, 2017  
Re: 2016 Statement of Financial Information

Item 12(b)  
Page 83

Recommendation:

THAT Council approves the 2016 Statement of Financial Information.

(c) Report of Financial Officer – June 7, 2017  
Re: Municipal Finance Authority Equipment Financing

Item 12(c)  
Page 117

Recommendation:

THAT Council authorizes the borrowing of up to \$140,000 from the Municipal Finance Authority equipment financing program for equipment purchases approved in the 2017 Financial Plan

(d) Report of Financial Officer – June 2, 2017  
Re: Installation of Washrooms in Rendall and Spring Park

Item 12(d)  
Page 119

Recommendation:

THAT Council approves the purchase and installation of 2 age friendly, disability accessible toilet buildings in Rendall Park and;

THAT Council approves the purchase and installation of 1 age friendly, disability accessible toilet building in Spring Park

(e) Report of Chief Administrative Officer – June 13, 2017  
Re: Pesticide Bylaw and Noxious Weed Control

Item 12(e)  
Page 125

Options:

1. THAT Bylaw No.948, 2010 be repealed.
2. THAT Bylaw No. 948 be amended to allow for the pesticide use to treat invasive and noxious weeds and to treat weeds impacting pavement areas.

**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:** June 5, 2017  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road  
Harrison Hot Springs, BC

**IN ATTENDANCE:** Deputy Mayor 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

**ABSENT:** Mayor Leo Facio  
Councillor John Buckley

*Recording Secretary: Jaclyn Bhatti*

1. **CALL TO ORDER**

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

2. **INTRODUCTION OF LATE ITEMS**

None

3. **APPROVAL OF AGENDA**

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

THAT the agenda be approved.

**CARRIED  
UNANIMOUSLY**

4. **ADOPTION OF COUNCIL MINUTES**

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

THAT the minutes of the Regular Council Meeting held on May 15, 2017 be adopted.

**CARRIED  
UNANIMOUSLY**

5. **BUSINESS ARISING FROM THE MINUTES**

None

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 5, 2017

6. **CONSENT AGENDA**

- i. Bylaws
- ii. Agreements
- iii. Committee/  
Commission  
Minutes

- iv. Correspondence (a) Letter dated May 17, 2017 from UBCM  
Re: 2016 Resolutions

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

THAT the correspondence be received.

**CARRIED  
UNANIMOUSLY**

7. **DELEGATIONS**

None

8. **CORRESPONDENCE**

- (a) Letter dated May 18, 2017 from Anna Simms  
Re: Community Gardens Expansion

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

THAT the correspondence be received.

**CARRIED  
UNANIMOUSLY**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

**Councillor Piper**

- Attended the Fraser Health Municipal Regional Meeting. There were discussion on recruitment strategies and obstacles that are being faced.
- Attended the Community to Community Forum Meeting on May 24, 2017.
- Attended the Invasive Species Management and Restoration Open House on May 25, 2017. Thanked the Fraser Valley Plant Council, the Miami River Streamkeepers and Alanna Carmichael for organizing the Open House.

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 5, 2017*

- Attended the 45<sup>th</sup> Anniversary of the Kent Harrison Arts Council on June 4, 2017 and said a few words on behalf of Council.

**Councillor Hansen**

- Reported that the Age-friendly Committee is working a time capsule to be buried on Canada Day in celebration of the 150<sup>th</sup> Anniversary.
- Commented that he was disappointed in the turnout at the Invasive Species Management and Restoration Open House and would like to look at ways to encourage people to come out.

11.

**REPORTS FROM DEPUTY MAYOR SONJA REYERSE**

- Reported that a reminder has been posted regarding contaminants in the organics collection.
- Reported that there is a Public Open House on June 15, 2017 regarding Short Term Vacation Accommodations.
- Reported that the 2016 Annual Report is now available for review at the front counter and on the Village's website.
- Attended the Fraser Valley Regional Library Board Meeting as well as an In Camera meeting. The agenda included a Financial Management Policy Review update.
- Attended a Community to Community Forum Meeting on May 24, 2017.
- Attended a Special In Camera Meeting on May 25, 2017.
- Attended the Invasive Species Management and Restoration Open House. There were wonderful booths from the Fraser Valley Invasive Plant Council, Miami River Streamkeepers Society and the Village's own display of the organic waste program. Thank you to Alanna Carmichael for coordinating this informative event.

12.

**REPORTS FROM STAFF**

None

13.

**BYLAWS**

- (a) Report of Deputy Chief Administrative Officer/Corporate Officer – May 17, 2017  
Re. Park Regulation Bylaw No. 915, 2009 and Park Regulation Amendment Bylaw No. 1106, 2017

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

THAT Park Regulation Amendment Bylaw No. 1106, 2017 be given first, second and third reading.

**CARRIED  
UNANIMOUSLY**

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 5, 2017

- (b) Report of Deputy Chief Administrative Officer/Corporate Officer – May 17, 2017  
Re: Bylaw Notice Enforcement Bylaw No. 855 and Bylaw Notice Enforcement Amendment Bylaw No. 1107, 2017

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

THAT Bylaw Notice Enforcement Amendment Bylaw No. 1107, 2017 be given first, second and third reading.

**CARRIED  
UNANIMOUSLY**

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

Questions from the public were entertained.

15. **ADJOURNMENT**

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

THAT the meeting be adjourned at 7:35 p.m.

**CARRIED  
UNANIMOUSLY**

\_\_\_\_\_  
Sonja Reyerse  
Deputy Mayor

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



VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1106

**A bylaw to amend "Park Regulation Bylaw No. 915, 2009"**

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to amend Park Regulation Bylaw No. 915, 2009 to include a provision to regulate the feeding and harassment of Canada Geese and to prohibit dogs from a designated area;

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

1. This Bylaw may be cited as the Village of Harrison Hot Springs "Park Regulation Bylaw Amendment Bylaw No. 1106, 2017".
2. "Park Regulation Bylaw No. 915, 2009" is hereby amended by adding definitions of "Beachfront Lagoon Area", "Migratory Bird", "Nest", "Rendall Park Area" and "Service or Guide Dog" under Section 2 as follows:

"Beachfront Lagoon Area" means the entire sand beach area around the lagoon, southernmost portion of the sand beach up to the grassed area and entire body of water in the lagoon;

"Migratory Bird" means a migratory bird, including Canada Goose, referred to under the *Migratory Birds Convention Act, 1994*, and includes the sperm, eggs, embryos, tissue cultures and parts of the bird;

"Nest" means the nest of a migratory bird and includes parts of the nest;

"Rendall Park Area" means the southernmost portion of the sand beach adjacent to Rendall Park including the designated swimming area;

"Service or Guide Dog" means a Dog trained and certified to assist people with mobility impairments or other disabilities;

"Wild Animal" means any animal as defined under the *Wildlife Act* of BC, but does not include domestic animals;

3. "Park Regulation Bylaw No. 915, 2009" is hereby amended by deleting section 19 and replacing it with the following:

"19. No person shall cause, allow or permit dogs to be:

- (a) on the entire sand beach area around the lagoon, southernmost portion of the sand beach up to the grassed area and entire body

of water in the beach lagoon, known as the "Beachfront Lagoon Area" as designated and marked in Schedule "A"; and

(b) on the southernmost portion of the sand beach adjacent to Rendall Park, including the designated swimming area, known as the Rendall Park Area, as designated and marked in Schedule "A";

unless the dog is a Service or Guide Dog trained and certified under the *Guide Dog and Service Dog Act*;

4. "Park Regulation Bylaw No. 915, 2009" is hereby amended by adding the following after section 24

"25. No person shall intentionally feed or attempt to feed, or otherwise use any attractant to encourage the feeding of any wild animal or bird, including a Canada Goose"

5. Said Bylaw is further amended by renumbering the remaining Sections accordingly.

6. "Park Regulation Bylaw No. 915, 2009" is hereby further amended by attaching the Beachfront Park and Rendall Park Prohibited Areas as attached Schedule "A" and forming part of this Bylaw.

READ A FIRST TIME THIS 5<sup>th</sup> DAY OF JUNE, 2017

READ A SECOND TIME THIS 5<sup>th</sup> DAY OF JUNE, 2017

READ A THIRD TIME THIS 5<sup>th</sup> DAY OF JUNE, 2017

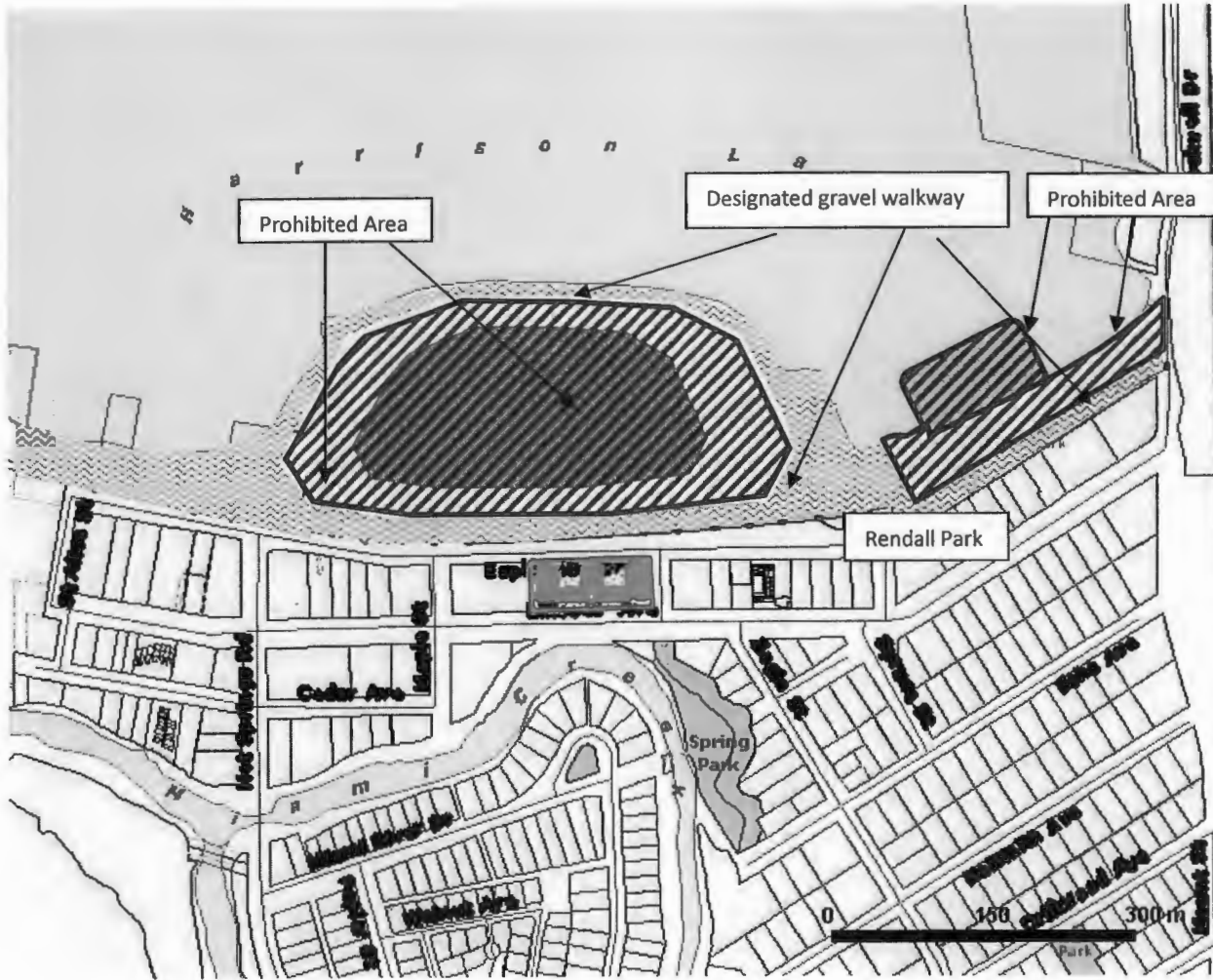
ADOPTED THIS DAY OF JUNE, 2017

\_\_\_\_\_  
Mayor

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

### SCHEDULE "A"

#### Beachfront Lagoon and Rendall Park Prohibited Areas



Prohibited Area – No Dogs Allowed



Designated Gravel Walkway – Dogs Allowed on Leash



VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 1107

**A bylaw to amend the Bylaw Notice Enforcement Bylaw No. 855**

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to amend Bylaw Notice Enforcement Bylaw No. 855 by deleting the section under Waste Collection and Disposal Bylaw No. 959 and replacing it with Waste Collection and Disposal Bylaw No. 1100; and adding sections under Park Regulation Amendment Bylaw No. 1106 in the Schedule of Designated Bylaw Contraventions and Penalties;

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

**1. CITATION**

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Bylaw Notice Enforcement Amendment Bylaw No. 1107, 2017".

**2.** The Schedule of Designated Bylaw Contraventions and Penalties is attached hereto as Schedule "A" and forms part of this bylaw.

**3. REPEAL**

That the Schedule of Designated Bylaw Contraventions and Penalties attached as Schedule "A" to the Village of Harrison Hot Springs Bylaw Notice Enforcement Bylaw No. 855 is hereby repealed in its entirety.

READ A FIRST TIME THIS 5<sup>th</sup> DAY OF JUNE, 2017

READ A SECOND TIME THIS 5<sup>th</sup> DAY OF JUNE, 2017

READ A THIRD TIME THIS 5<sup>th</sup> DAY OF JUNE, 2017

ADOPTED THIS      DAY OF JUNE, 2017

\_\_\_\_\_  
Mayor

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

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Business Licencing and Regulation Bylaw No. 945 and Amendment Bylaw No. 1074	3(a)	Carry on business without a licence	200.00	190.00	210.00
	3(e)	Fail to secure premises; carry alcohol between premises, building and other locations	400.00	390.00	410.00
	Buskers 21(b)i	Perform busking without a licence	200.00	190.00	210.00
	21(b)ii	Busking with amplified music	200.00	190.00	210.00
	21(b)iii	Vending goods or wares	400.00	390.00	410.00
	21(b)iv	Busking outside hours of 11:00 a.m. and 9:00 p.m.	200.00	190.00	210.00
	21(b)viii	Promoting "cause" or any issue of a controversial nature	400.00	390.00	410.00
	Business Licencing and Regulation Bylaw Amendment No. 998	Vendors 25(h)	Selling prohibited goods	400.00	390.00
25(n)		Vend on the beach outside hours of 11:00 a.m. and 8:00 p.m.	100.00	90.00	110.00
Fireworks Regulation Bylaw No. 871	1.2.1	Possess fireworks without permit	100.00	90.00	110.00
	1.2.2	Ignite, explode, set off or detonate fireworks in such a manner as may endanger or create a nuisance	100.00	90.00	110.00
Abatement and Control of Noise Bylaw No. 474	4	Disturb the peace with excessive noise	100.00	90.00	110.00
	4(a)	Disturb the peace with radio noise, stereo noise or other amplified noise between 11:00 p.m. and 7:00 a.m.	100.00	90.00	110.00
	4(b)	Disturb the peace with bird or animal noise in excess of one- half hour.	100.00	90.00	110.00
	4(c)	Operate power lawnmower or power saw between the hours of 10:00 p.m. and 8:00 a.m.	100.00	90.00	110.00
	4(h)	Motor vehicle which disturbs	100.00	90.00	110.00
	4(i)	Erect, demolish, construct, alter or repair any of building or structure on Sunday or weekdays between the hours of 10:00 p.m. and 8:00 a.m.	100.00	90.00	110.00
Highway and Traffic Bylaw No. 974	16(d)	Interfere with any traffic control device	210.00	190.00	210.00
	16(e)	Fail to comply with any lawful direction, command or order of a Bylaw Enforcement Officer, Peace Officer or a member of the Fire Department	100.00	90.00	110.00
	16(f)	Commercial vehicles in excess of 5500 kg (tare weight) on residential street	300.00	290.00	310.00
	27(b)	Fail to park in designated parking between lines or markings	25.00	15.00	35.00
	27(c)	Park in loading zone and beyond maximum of 30 minutes	50.00	40.00	60.00
	27(d)	Park in bus zone	25.00	15.00	35.00
	27(e)	Park in designated physically disabled motorist stall without valid placard	50.00	40.00	60.00

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	27(f)	Park on sidewalk or boulevard	25.00	15.00	35.00
	27(g)	Park in front of a public or private driveway	50.00	40.00	60.00
	27(h)	Park within 5 meters of a hydrant	25.00	15.00	35.00
	27(i)	Park on crosswalk or within 5 meters of the approach side of a crosswalk	25.00	15.00	35.00
	27(j)	Park within 6 meters of either side of an entrance to or exit from public meeting place, fire hall or playground	25.00	15.00	35.00
	27(k)	Obstruct traffic alongside or opposite of highway excavation or obstruction	25.00	15.00	35.00
	27(l)	Park on highway side of a motor vehicle stopped or parked parallel to the curb side of a highway	25.00	15.00	35.00
	27(m)	Park on a bridge or other elevated structure on a highway	25.00	15.00	35.00
	27(n)	Park which obstructs the visibility of traffic or a traffic control device	25.00	15.00	35.00
	27(o)	Park on cycle path on any portion of a highway for a longer period of time than indicated on the traffic control device	25.00	15.00	35.00
	27(p)	Park on a highway for a continuous period exceeding 48 hours without movement	50.00	40.00	60.00
	27(q)	Commercial vehicle parked longer than 24 hours in a given area	100.00	90.00	110.00
	27(r)	Park adjacent to a yellow curb	25.00	15.00	35.00
	27(s)	Face wrong direction from the normal flow of traffic on the highway	25.00	15.00	35.00
	27(t)	Park where prohibited	40.00	30.00	50.00
	27(u)	Park in lane less than 3.5 meters of the travelled portion of the lane for other vehicle	40.00	30.00	50.00
	27(v)	Park in boat launch area without permit	40.00	30.00	50.00
	27(w)	Park in close proximity to other vehicle to obstruct or unduly restrict movement	40.00	30.00	50.00
	29(a)ii	Exceed total weight of the vehicle and/or trailer in excess of 5500 kg and is in a residential zone between the hours of 7:00 p.m. and 7:00 a.m.	100.00	90.00	110.00
	29(b)	Recreational vehicle parked on any street in excess of 8 hours regardless if it is moved or not to another location	100.00	90.00	110.00
	29(c)	Park unattached utility, boat or RV trailer on any street	50.00	40.00	60.00
	31(a)	Park a vehicle in a stall for a period of time greater than the time indicated by the traffic control device	25.00	15.00	35.00
<b>Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 829</b>	3	Disconnect meter	500.00	490.00	510.00
	5	Divert or install exhaust fans	500.00	490.00	510.00
	6	Store or use dangerous goods	500.00	490.00	510.00
	7	Construct or install trap	500.00	490.00	510.00
	8	Construct or install obstruction to an exit	500.00	490.00	510.00
	10(1)	Interfere or obstruct inspector	500.00	490.00	510.00
	10(2)	Remove, alter, mutilate posted notice	500.00	490.00	510.00
	11	Allow growth of mold or fungus	500.00	490.00	510.00
	12(1)	Cause or permit a nuisance	500.00	490.00	510.00

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	12(2)	Cause or permit water, rubbish or unsightly matter to accumulate	500.00	490.00	510.00
	13	Cause or permit a noxious or offensive trade	500.00	490.00	510.00
	16(1)	Fail to inspect residential premises subject to Tenancy Agreement	500.00	490.00	510.00
	16(2)(a)	Failure to give written notice of contravention	500.00	490.00	510.00
	16(2)(b)	Failure to comply with notice	500.00	490.00	510.00
<b>Outdoor Campfire Regulation Bylaw No. 916</b>	3.1	Outdoor fire without a permit	50.00	40.00	60.00
	5.4	Burn rubbish, refuse, tires, oil, plastics, synthetics, or construction material of any kind	100.00	90.00	110.00
	5.5	Fire within 10 meters of building or property line	100.00	90.00	110.00
	5.6	Fire within 20 meters of municipal road	100.00	90.00	110.00
	5.8	Open fire on the beach	100.00	90.00	110.00
	5.9	Allow fire to spread causing damage to property	100.00	90.00	110.00
	5.10	Fire during high winds	200.00	190.00	210.00
	5.11	Leave fire unattended	200.00	190.00	210.00
	5.12	Fail to extinguish fire	100.00	90.00	110.00
<b>Littering and Dumping and Snow Bylaw No. 870</b>	2, 9, 11	Dispose or deposit garbage or rubbish in a public place	50.00	40.00	60.00
	2(c)	Deface, damage any property owned by or in care of the Village	100.00	90.00	110.00
	3	Damage or kill a tree, shrub, turf, and flower in a public place	100.00	90.00	110.00
	4(b)	Fail to remove snow, ice and litter from any sidewalk in front of or adjacent property no later than 4:00 p.m.	100.00	90.00	110.00
	7	Deface, destroy any building, structure, facility, fence, sign, seat or bench or ornament on public property	100.00	90.00	110.00
<b>Waste Collection and Disposal Bylaw No. 1100</b>	3(b)	<i>Dump or dispose of any waste</i>	100.00	90.00	110.00
	3(c)	<i>Deposit or use waste for lot filling or levelling purposes.</i>	100.00	90.00	110.00
	3(d)	<i>Allow waste of any kind whatsoever to leak, spill, blow, drop from any vehicle or container onto any street within the Village</i>	100.00	90.00	110.00
	3(e)	<i>Place or cause to be placed any waste upon any street or public land other than in accordance with the Residential Waste Collection Service conditions</i>	100.00	90.00	110.00
	3(f)	<i>Dispose of waste into a container belonging to another person unless given the authority to do so by the owner or occupier of the premises</i>	100.00	90.00	110.00
	3(g)	<i>Open Container, add, disturb, tamper, handle, interfere with Container placed for collection</i>	100.00	90.00	110.00
	4(f)(v)	<i>Place any other Waste other than Domestic Waste, recyclable or organics/green waste into Container</i>	100.00	90.00	110.00

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Park Regulation Bylaw No. 915	3	Enter public beach or park after curfew	100.00	90.00	110.00
	4	Set up or occupy shelter in park, on street or public property	100.00	90.00	110.00
	5	Carry in or set up camping equipment	100.00	90.00	110.00
	6	Remove gravel, sand or earth from beach or shore	100.00	90.00	110.00
	7	Litter on beach or in water	100.00	90.00	110.00
	8	Move or remove buoys, rafts, signs from any beach or from water	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1040	9	Kindle, build, light, maintain any fire, barbeque, hibachi or any other form of cooking apparatus that uses wood, charcoal, briquettes or any other form of natural burning product on any beach or park	100.00	90.00	110.00
	10	Operate water vehicle inside buoyed areas	100.00	90.00	110.00
	10	Operate water vehicle in excess of buoyed signs	100.00	90.00	110.00
	12	Occupy roof of building in park	50.00	40.00	60.00
	13	Occupy building, swimming pool, tennis court or other structure in park outside posted hours	100.00	90.00	110.00
	14	Break, injure or damage locks, gates, bolts, fences, seats, benches, buildings, structures or other property in public areas on beaches, boulevards or in parks or grounds	100.00	90.00	110.00
	15	Willfully destroy, mutilate, efface, deface or remove posted sign	100.00	90.00	110.00
	16	Bark, break, peel, cut, deface, remove, injure, root up or otherwise damage trees, shrubs, flowers, roots or grass planted or growing in public areas, beaches, boulevards or in parks or grounds	100.00	90.00	110.00
	17(a)	Smoke in buildings or any public park where prohibited	100.00	90.00	110.00
	17(b)	Possess open liquor in park	100.00	90.00	110.00
	18	Play or practice golf in public park	50.00	40.00	60.00
	21	Ride or drive any horse in, upon or through public areas, parks, boulevards or beaches	100.00	90.00	110.00
	22	Ride or drive any carriage, wagon, bicycle, motorcycle, scooter, rollerblades, skateboards, automobile, sleigh, snowmobile, all-terrain vehicle or other vehicle in public areas, parks or grounds	100.00	90.00	110.00
	23	Break, injure, dig or destroy any tree, sod, grass of any boulevard or any box, stake or guard which protects	100.00	90.00	110.00
	24	Park unhitched trailers, boats, RV's or any other equipment at any boat launch ramp or designated parking area within the Village	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1106	19	<i>Cause, allow or permit dogs in prohibited area</i>	100.00	90.00	110.00
	25	<i>No person shall intentionally feed or attempt to feed, or otherwise use any attractant to encourage the feeding of any wild animal or bird, including a Canada Goose</i>	100.00	90.00	110.00

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
<b>Tree Management and Preservation Bylaw No. 1015</b>	6(a)	Remove tree without permit	200.00	190.00	210.00
<b>Property Maintenance Bylaw No. 1072</b>	3(a)	Place graffiti on building, wall, fence sign or other structure	500.00	490.00	510.00
	3(b)i	Throw, deposit, leave or place rubbish in or upon any public space or private property	500.00	490.00	510.00
	3(b)ii	Allow accumulation of noxious weed or invasive plant or other material on public or private property that could cause infestation	200.00	190.00	210.00
	3(b)iii	Abandon vehicle, household appliance or furniture on any highway, sidewalk, ditch, parking lot, waterway, park or other public place or private property	500.00	490.00	510.00
	3(c)i	Cause or allow property or premises to become unsightly	500.00	490.00	510.00
	3(c)ii – a,b,c,d,e&f	Cause or permit accumulation of rubbish, broken or dilapidated furniture or bedding or appliances, vehicle parts or equipment, unused wood or wood products, construction materials or equipment, standing water where unsanitary conditions could develop or remain	500.00	490.00	510.00
	4(a)	Fail to brush vegetation and weed, remove invasive species	200.00	190.00	210.00
<b>Sign Bylaw No. 987</b>	4.7	Sign not maintained in a good state of repair pursuant to the Village's Sign Design Guidelines	200.00	190.00	210.00
	5.1(a)	Billboard signs prohibited	500.00	490.00	510.00
	5.1(b)	Sign located on a balcony or roof of a building	500.00	490.00	510.00
	5.1(c)	Sign in residential zones	200.00	190.00	210.00
	5.1(d)	Sign erected on Village property or highway	200.00	190.00	210.00
	5.1(e)	Signage that exhibits writing or pictures or words which are indecent or tend to corrupt or demoralize or insult, or are immoral or indecent	500.00	490.00	510.00
	5.1(f)	Sign or notice affixed to telephone or hydro pole	100.00	90.00	110.00
	7.1	No sign permit	500.00	490.00	510.00
	7.2	Failure to remove sign erected when no longer required	100.00	90.00	110.00
	7.5	Fail to comply with B C Building Regulation for freestanding signs and structures	500.00	490.00	510.00
	9.1(a)	Sign extended beyond the property line and interferes with public safety	200.00	190.00	210.00
	9.3(a)	Exceed allowable sandwich sign limit	200.00	190.00	210.00
	9.3(b)	Sandwich board displayed beyond 300 meters of business premises	200.00	190.00	210.00
9.3(c)	Sign which causes a nuisance, impedes, or is unsafe for vehicle or pedestrian traffic	300.00	290.00	310.00	

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	9.3(d)	Sign located in parking area or parking stall	100.00	90.00	110.00
	9.3(e)	Unkempt or disrepair sandwich board	50.00	40.00	60.00
	9.5(a)i	Third party sign in prohibited area	400.00	390.00	410.00
	9.5(a)ii	Third party sign exceeds limit for building activity	400.00	390.00	410.00
	9.5(a)iii	Exceed maximum third party limit on vacant property	400.00	390.00	410.00
	9.5(a)v	Third party sign copy area greater than 4 sq. meters	400.00	390.00	410.00
	9.5(a)vi	All third party signs must be renewed annually	400.00	390.00	410.00
	9.6(a)ii	Promotional sign displayed more than 30 days prior to the event and not removed 4 days following the event	200.00	190.00	210.00
	9.8(a)i	Election sign on civic property not removed within 7 days after the election	200.00	190.00	210.00
<b>Sign Bylaw Amendment No. 1009</b>	4.9	Elections signs on Village Office or Memorial Hall property exceeding 100 meters	200.00	190.00	210.00
<b>Municipal Docks Bylaw No. 991</b>	11	Possess an open container of liquor on a dock	100.00	90.00	110.00
	15	Deposit or leave garbage, refuse, bottles, cans, paper, animal excrement or other waste material on a dock or in the water surrounding a dock	100.00	90.00	110.00
	18	Cause a vessel, watercraft or seaplane to remain moored in a posted loading zone for a period in excess of 60 minutes unless otherwise authorized by the Village	100.00	90.00	110.00
<b>Municipal Docks Bylaw Amendment No. 1008</b>	21(1)(a)(b)	Moor a vessel, watercraft or seaplane at a dock for a period in excess of 12 hours and moored overnight unless approved by special permit issued by the Village	500.00	490.00	510.00
<b>Boat Launch and Regulation Bylaw No. 1075</b>	12	Fail to properly display vehicle hanger	50.00	40.00	60.00
	14	Leave boat, tow vehicle, boat trailer or vehicle unattended at boat launch or on wharf	50.00	40.00	60.00
	15	Moor boat in excess of 15 minutes	40.00	30.00	50.00
	16	Accelerate boat motor while loading or unloading a boat on or off a trailer	200.00	190.00	210.00
<b>Zoning Bylaw No. 1020</b>	V.5)(2)(a)	No permit to erect short-term building or structure	50.00	40.00	60.00
	V.6)(1)(a)	Exceed 60 day limit for shipping container	50.00	40.00	60.00
	V.6)(1)(a)	Exceed length of 15m	50.00	40.00	60.00
	V.6)(1)(b)	Shipping container not properly screened	50.00	40.00	60.00
	V.8)(4)	Use exceeds maximum 30 square meters	50.00	40.00	60.00
	V.8)(8)	Improper display of principal or approved use	50.00	40.00	60.00
	V.10)(2)	Exceed permitted secondary suite per parcel	50.00	40.00	60.00
	V.10)(3)	Exceed permitted total floor area	50.00	40.00	60.00
	V.14)	Obstruct vision	50.00	40.00	60.00

**SCHEDULE "A" TO BYLAW NO. 1107**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	V.15)(.1)	Exceed maximum height of fence or retaining wall	50.00	40.00	60.00
	V.15)(.2)	Prohibited fence	50.00	40.00	60.00
	V.17)	Keep, store or park derelict vehicle or trailer, recreational vehicle, boat or vessel or aircraft, or engine, frame, chassis, body, box or van unit	200.00	190.00	210.00
	VI.2)(2)(f)	Lot siting less than prescribed setback	50.00	40.00	60.00
	VI.3)(1)	Prohibited use in Zone	100.00	90.00	110.00
	VI.3)(2)&(3)	Exceed maximum development regulations	100.00	90.00	110.00
	VII.8)	Exceed permitted number of vehicles parked or stored on one parcel	100.00	90.00	110.00

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

**DATE:** Tuesday, May 2, 2017  
**TIME:** 11:00 a.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road  
Harrison Hot Springs, BC

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

Alanna Carmichael, Community Services Manager

**ABSENT:**

*Recording Secretary: Jaclyn Bhatti*

1. **CALL TO ORDER**

The Chair called the meeting to order at 11:00 a.m.

2. **INTRODUCTION OF LATE ITEMS**

None

3. **APPROVAL OF AGENDA**

**Moved by Marg Doman**  
**Seconded by Allan Jackson**

THAT the agenda be approved.

**CARRIED  
UNANIMOUSLY**

4. **ADOPTION OF MINUTES**

**Moved by Raymond Hooper**  
**Seconded by Elisabeth Scotson**

THAT the minutes of the Age-friendly Committee Meeting held on April 5, 2017 be adopted.

**CARRIED  
UNANIMOUSLY**

5. **ITEMS FOR DISCUSSION**

(a) Time Capsule

The Committee reviewed the list of time capsule items.

Village of Harrison Hot Springs  
Minutes of the Age-friendly Committee Meeting  
May 2, 2017

(b) Prison Visit

Raymond Hooper gave an update on the prison visit and suggested the end of May or beginning of June. Raymond will get a poster for the event ready.

(c) Movie in the Park

Movie in the Park is still in the planning stages.

(d) Meeting Schedule

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

THAT Age-friendly Committee meetings be scheduled for the first Thursday of every second month at 2:00 p.m., beginning June 1, 2017.

**CARRIED  
UNANIMOUSLY**

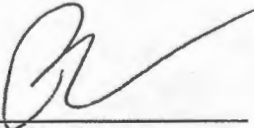
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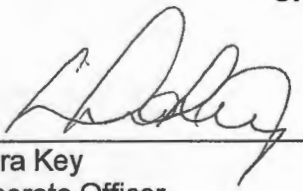
**ADJOURNMENT**

**Moved by Allan Jackson**  
**Seconded by Raymond Hooper**

THAT the meeting be adjourned at 11:40 a.m.

**CARRIED  
UNANIMOUSLY**

  
\_\_\_\_\_  
John Hansen  
Chair

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

May 27, 2017

Dear Mayor and Members of Council:

**The Call for Nominations for the 2017 Community Recognition Awards is now open!**

With this letter, I invite your community to identify a recently completed civic building or structure with wood use (either architecturally or structurally), and submit your nomination for the 2017 Community Recognition Awards, to be presented this September at the UBCM in Vancouver. The awards are presented annually to local governments that advocate for specifying wood use in a local project or through visionary initiatives that work toward building a community culture of wood. Wood use in public buildings brings pride to B.C. towns and cities, and leaves a lasting legacy, which is an enduring celebration of our culture of wood.

If you are thinking of a new project, there has never been a better time to take advantage of the many benefits wood has to offer.

**Why wood? Wood is good!**

Choosing wood for civic buildings is good for cultural, environmental, budgetary and health reasons. It's also a good choice for our economy, since forestry is a significant economic engine in B.C., and either directly or indirectly benefits us all. We are proud to say that B.C. is recognized as a global leader for wood innovation in building and design, with taller and larger wood buildings being built in centres all around the province, using technologically advanced wood products and building systems - made in B.C.

It is also the best choice for the environment, as nothing can make a green building "greener" than optimizing the use of wood which has a smaller carbon footprint than other building materials. Wood also benefits occupants in the indoor environment. Research has shown people thrive when working and learning in beautiful and high-quality spaces finished with natural materials like wood.

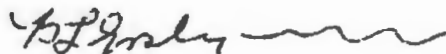
**What's new in the world of wood? Consider the advantages and possibilities.**

Wood *WORKS!* BC and the Canadian Wood Council are here to offer our technical expertise, training and education to help your local government realize a lower carbon footprint, lower building costs, and comfortable, high-performance and effective spaces for your community. Please call me if you are ready to move forward with a new civic project and I can give you more information on the professional technical services Wood *WORKS!* BC can provide to your project teams, FREE of charge.

The Wood *WORKS!* BC Community Recognition Awards program is your opportunity to showcase your community and a wood project that has brought pride to your citizens.

**Submit your nomination today! [www.wood-works.ca/bc](http://www.wood-works.ca/bc)**

Regards,



Lynn Embury-Williams  
Executive Director  
Wood *WORKS!* BC  
1 877 929 9663 – ext. 1  
[Lembury-williams@wood-works.ca](mailto:Lembury-williams@wood-works.ca)

PS Please note that nominations are only open to local governments and their projects. Projects must have been completed within the last three years and built in whole or part with local government funds. Self-nominations are accepted and encouraged.

**Deadline for nominations: Friday, September 1, 2017**

## About Wood *WORKS!* BC



WOOD SOLUTIONS  
CONFERENCES



WOOD DESIGN  
LUNCHEON CONFERENCES



IN-HOUSE SEMINARS



WORKSHOPS



WOOD DESIGN AWARDS



TECHNICAL SUPPORT

Wood *WORKS!* is a national industry-led program of the Canadian Wood Council, with a goal to support innovation and provide leadership on the use of wood products and building systems. Through conferences, workshops, seminars and case studies, Wood *WORKS!* provides education, training and technical expertise to building and design professionals and local governments involved with commercial, institutional and industrial construction projects throughout B.C. For almost two decades, Wood *WORKS!* BC has facilitated practical, efficient, versatile and cost-effective building and design solutions through the use of wood – the most sustainable, natural and renewable building material on Earth.

Wood *WORKS!* BC has also worked extensively with municipalities on projects ranging from fire halls to arenas to recreation centres. Wood *WORKS!* BC is a recognized resource to help B.C. communities with the “build with wood” requirements on publicly-funded projects under the Wood First Act, and our expertise is available free-of-charge.

### Wood *WORKS!* BC: Services to Local Governments

#### I. Free Technical Advice

- structural, fire, seismic, acoustic, envelope, architectural, building performance

#### II. Community Outreach

- Local Governments
- Ministries / Associations

#### III. Sourcing Wood Products and Building Systems

#### IV. Professional Development/Liaison

- Architectural Institute of BC, Association of Professional Engineers of BC, Building Officials, Licensing & Consumer Services (formerly Home Protection Office/HPO)

#### V. High Performance Building Support

- advancing low embodied and low operational carbon buildings in your community

## 2016 Community Recognition Award Winners



**AKBLG -- Association of Kootenay Boundary Local Governments:**

**City of Castlegar for the Celgar Pavilion**  
(MERIT: City of Creston for the Rotary Pavilion)



**NCLGA -- North Central Local Government Association:**

**City of Prince Rupert for the Prince Rupert Airport Terminal Building Upgrades and Expansion**  
(MERIT: City of Fort St. John for the Fort St. John Passive House)



**LMGLA -- Lower Mainland Local Government Association:**

**Village of Harrison Hot Springs for the Beach Washrooms Facility Upgrade**  
(MERIT: City of Richmond for Mary's Barn)



**SILGA -- Southern Interior Local Government Association:**

**District of Summerland and Okanagan Regional Library for the Summerland Branch Library**



**AVICC - Association of Vancouver Island and Coastal Communities:**

**Central Coast Regional District for the Bella Bella Passive House**  
(MERIT: District of Tofino for McKenzie Beach Access)

8(b)

RECEIVED

JUN 14 2017

BY VILLAGE OF HARRISON HOT SPRINGS

John Allen

PO Box 201, Harrison Hot Springs

3900-01 June 14/17

FILE #	DATE
<input checked="" type="checkbox"/> DAO	<input type="checkbox"/> CO
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM A B C	
COUNCIL AGENDA	
DATE	June 19/17
	INITIAL
(ITEMS: A-REQ, ACTION; B - INFO - WRESP; C - INFO ONLY)	

To Mayor & Council  
 Village of Harrison  
 Po Box 160, HHS

June 14<sup>th</sup> 2017

Dear Council,

I was out of town and missed the open house on Japanese knotweed. I did, however, pick up some printed material from the Village Office on the topic.

The property across from the infocentre which is proposed for a duplex is infested with knotweed. I note that they are clearing it from the building site. But at the public hearing and council meetings, it was stated that the whole property would be cleared of n knotweed. That property extends all the way North to the Meama River bridge and contains a lot more knotweed. It has been invading my property and it should all be removed, as promised.

Can I please have your assurance that all of the knotweed will be removed from all of this property before any building permit is issued.

I also note that there is a significant invasion of knotweed along the North side of McPherson Road , East of McCombs Drive. What is the Village doing about this colony of knotweed. ?

Invasive species can be more than just a nuisance. They can be a danger. There is a Himalayan Blackberry hanging over the sidewalk just South of the Corner Café / Cedar St. It is at eye level. Someone could walk into it in the dark and suffer a serious eye injury. You need to deal with that hazard promptly.

Yours,



John Allen



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council

**DATE:** June 7, 2017

**FROM:** Tracey Jones  
Financial Officer

**FILE:** 1880-20

**SUBJECT:** 2016 Annual Report

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#### ISSUE:

The 2016 Annual Report is presented for consideration by Council.

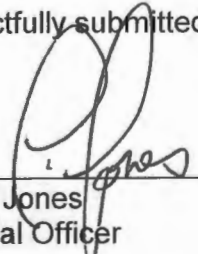
#### BACKGROUND:

Section 98 of the *Community Charter* requires that an annual report be prepared by June 30<sup>th</sup> each year and made available to the public at least two weeks prior to the meeting. The annual report was made available for public inspection on June 5th, 2017. Section 99 of the *Community Charter* requires that council must consider the report at a meeting held at least 14 days after the report is made available for public inspection.

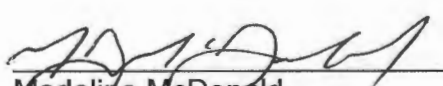
#### RECOMMENDATION:

THAT Council receives the 2016 Annual Report for consideration.

Respectfully submitted;

  
\_\_\_\_\_  
Tracey Jones  
Financial Officer

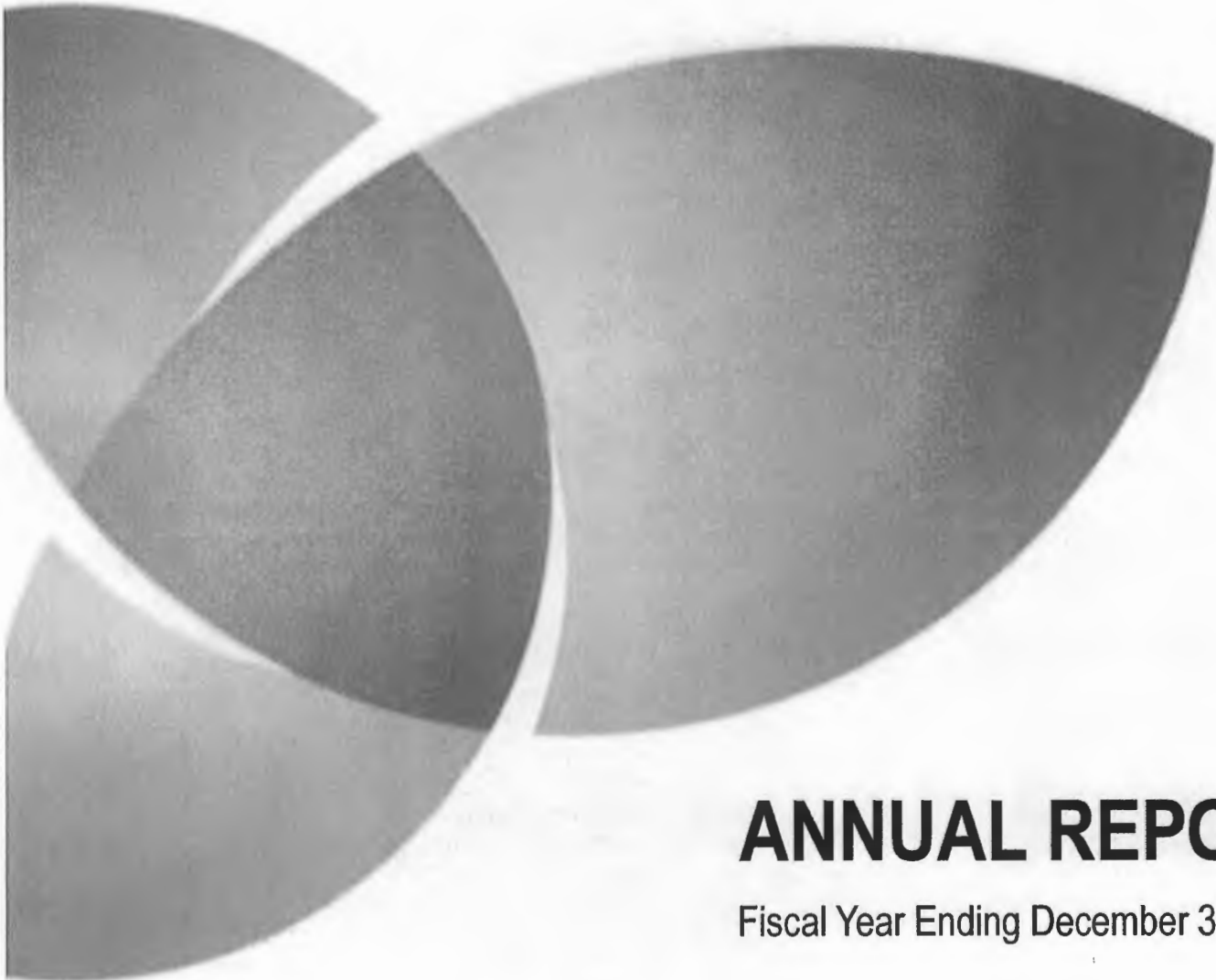
Reviewed by:

  
\_\_\_\_\_  
Madeline McDonald  
Chief Administrative Officer



# HARRISON HOT SPRINGS

*Naturally Refreshed*



## ANNUAL REPORT

Fiscal Year Ending December 31, 2016

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# ● Our Long Term Vision

The Village of Harrison Hot Springs is a Resort Municipality with an eye-catching esplanade which parallels Harrison Lake. We strive to maintain a high quality of life for our residents, a robust tourism sector and cultural activities within our picturesque environment.

Located at the Southern tip of Harrison Lake, this small community provides residents and tourists with natural beauty, a rich history and a pristine lifestyle for alfresco enthusiasts.

Harrison Hot Springs is one of fourteen municipalities within the Province of British Columbia to receive designation as a Resort Municipality. The community is a tourism hotspot for regional and international visitors given its attractions and outdoor recreation opportunities. There is something for every tourist whether it's relaxing on the sandy shores of Harrison Lake, outdoor adventure, soaking in natural hot springs or enjoying a great meal with family or friends.

Families, retirees, artists, and outdoor aficionados enjoy a high quality of life within Harrison Hot Springs due to its 90 minute proximity to Vancouver. The Village strives to increase sustainability while being a complete community that balances social, cultural, environmental and economic values resulting in a desirable place to live, work and play.

According to the 2016 Census by Statistics Canada, Harrison Hot Springs has a land area of 5.57 square kilometres and a total population of 1242. We are a small community that's proven to accomplish big goals for a sustainable future.



# Message from the Mayor

Dear Village Residents:

I am honoured to provide you with a year in review which showcases our accomplishments for 2016.

Council works hard to ensure our goals and objectives are met each year. We accomplish this by working with Village staff and representing our community interests on various committees and boards within the region. These committees discuss topics such as transit, health care, tourism, policing, public safety, age friendliness, the environment and emergency management.

Our accomplishments continue to grow as we completed many projects in 2016. As you read through this annual report you will learn about infrastructure projects, environmental and transportation improvements, recreation, culture and tourism initiatives and utility service upgrades. We may be a small community but we sure know how to get the job done!

Council continues to set high priority on relationship building and partnerships. We continue to participate in Community to Community forums where leaders from the Stó:lō Tribal Council, Cheam First Nation, Seabird Island Band, Scowlitz First Nation, District of Kent and the Sts'ailes First Nation come together to discuss matters of shared concern. The focus of these forums continues to surround Fraser Valley flood mitigation. Participating in these meetings strengthen our regional voice as we continue to lobby for better flood protection measures from higher levels of government. This work has resulted in the installation of a new flood pump which will protect the community during high water events along the Miami River.



I am proud of the work our team has accomplished and I look forward to seeing our 2017 goals and objectives underway throughout the coming year.

Moving forward, the Village, along with many other communities across Canada commemorated the 100<sup>th</sup> Anniversary of Vimy Ridge and will celebrate Canada's 150<sup>th</sup> Birthday. I hope your families will join mine as we honour and celebrate these two historical events.


*Leo Facio*  
Mayor Leo Facio

# ● Elected Officials


## **Mayor Leo Facio**

 Municipal Director, Fraser Valley Regional District

## **Councillor John Buckley**

 Alt. Municipal Director, Fraser Valley Regional District  
Liaison to Tourism Harrison  
Kent-Harrison Joint Emergency Program Committee


## **Councillor Sonja Reyerse**

 Municipal Director, Fraser Valley Regional Library Board  
Liaison to Agassiz-Harrison Chamber of Commerce

## **Councillor John Hansen**

 Alt. Municipal Director, Fraser Valley Regional Library Board  
Alt. Municipal Director, FV Aboriginal Relations Committee  
Liaison to Agassiz-Harrison Healthy Communities  
Chair, Age Friendly Committee

## **Councillor Samantha Piper**

 Municipal Director, FV Aboriginal Relations Committee  
Liaison to Fraser Health  
Kent-Harrison Joint Emergency Program Committee

Members were elected to the offices of Mayor and Council on November 15, 2014 for a four year term.

Council is elected "at large," which means that they represent the community as a whole.



From left to right: Councillor John Hansen, Councillor Sonja Reyerse, Mayor Leo Facio, Councillor Samantha Piper, Councillor John Buckley

# Council's Goals & Objectives ●

Each year council meets to determine their goals and objectives for the upcoming year. Council is committed to achieving a sustainable community that meets the needs of residents, businesses and visitors. Areas of focus for the Village of Harrison Hot Springs include:



 **Environmental Sustainability**

 **Transportation & Infrastructure ●**

 **Recreation, Culture & Tourism**

 **Sustainable Utility Services**

 **Fiscal Responsibility**

# Infrastructure Sustainability

Infrastructure is critical for the health and safety of the Village. It is important to ensure that existing infrastructure is maintained and that future infrastructure improvements are completed in a fiscally and environmentally responsible manner.

## 2016 Accomplishments

Completed construction of the Miami River Flood Pump Project

Completed construction of Phase 2 of the Esplanade Avenue Revitalization Project

Completed the upgrade to the beach washrooms

Completed upgrades to Phase 2 of the Float Plane Dock

## 2017 Goals

Development of flood pump area; viewing area, interpretive signage and art work

Extend beach erosion protection to western end of promenade

Consider accessible washrooms in Rendall Park and Spring Park

Repair and Replace sidewalk at the Float Plane Dock



# Environmental Sustainability

Council continues to make advances in environmental sustainability and is proud to be a carbon neutral community. The Village continues to look for energy savings, opportunities to reduce greenhouse gas emissions and continues to be stewards of the environment.

## 2016 Accomplishments

Installed additional electric car charging stations on Esplanade Avenue

Completed replacement of street light poles to convert the High Pressure Sodium to LED lighting

Implementation of the Fraser Valley Regional District's Solid Waste Management Plan



## 2017 Goals

Develop new bicycling infrastructure

Start replacement program for ornamental street lights to convert from High Pressure Sodium to LED lighting

Introduce food scraps into a new Organic Waste Collection program



# ● Transportation

Mobility in every form is important to the Village. Whether you travel by car, bus or on alternative modes of transportation the Village is committed to accessibility and safety.

## 2016 Accomplishments

Initiation of a pay parking program

Installed covered bus shelter on St. Alice Street.

## 2017 Goals

Continue to install additional covered bus shelters within the community

Working with BC Transit to improve transportation routes within Harrison and connections to other communities

Develop active transportation plan

Realign the crosswalk at St. Alice Street & Lillooet Avenue



# Recreation, Culture & Tourism

Harrison Hot Springs is known for its outdoor opportunities. Whether you're a resident, tourist or day tripper the Village offers something for everyone; grab your bike, lace up your hiking shoes, tap your toes to a festival entertainer or sport your nicest swim suit to brave the chilly Harrison Lake water.

## 2016 Accomplishments

Participated in Community to Community Forum

Establish an Age Friendly Committee

Continued development and support of community events such as Canada Day, Sasquatch Days and other community events through Resort Municipality Initiative program funding



## 2017 Goals

Continued partnerships with the Community to Community Forum members

Create a rooftop outdoor recreation area on top of the upgraded beach washrooms which includes disability accessible equipment

Re-surface tennis court and multi-use court in Spring Park

Continued development and support of community events such as 100th Anniversary of Vimy Ridge, Canada Day 150th Celebration, Sasquatch Days and other community events through Resort Municipality Initiative program funding



# Utilities

## Water, Sewer & Drainage

The Village is committed to maintaining and improving our utilities to the highest standards. With the Liquid Waste Master Plan complete we will be able to continue improvements to fit the needs of residents for future generations.

### 2016 Accomplishments

Apply for grant funding to enable the delivery of potable water to the south end of the Village

Undertook a core review of the water and sewer user fees to ensure rate equity between different class of consumers

Completed a Liquid Waste Master Plan for sewer and drainage

### 2017 Goals

Install potable water to the south end of the Village

Replacement of the supply and return lines from the reservoir

Tender and complete the upgrade to the Miami River lift station

Engineering review of waste water treatment plant

top performer PLANT



Tyler Simmonds checks the gauges of the UV disinfection equipment (Vctrax).

# Fiscal Responsibility

The Village of Harrison Hot Springs actively manages our finances with exceptional care and is transparent and accountable to citizens. Information is easily accessible and residents are well informed on Council's priorities.

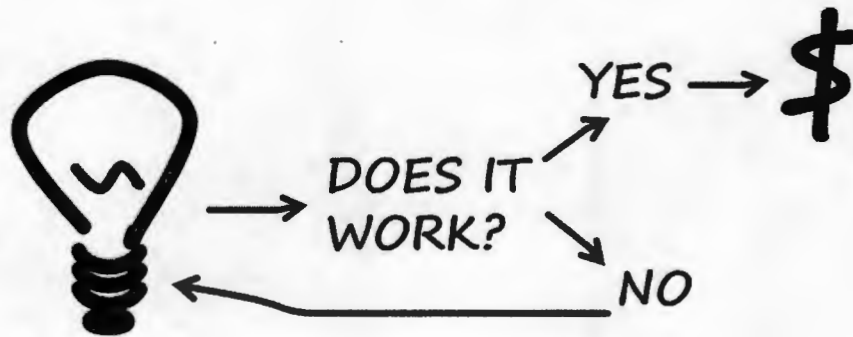
## 2016 Accomplishments

Review the tax ratio as it compares to other small Municipalities within BC



## 2017 Goals

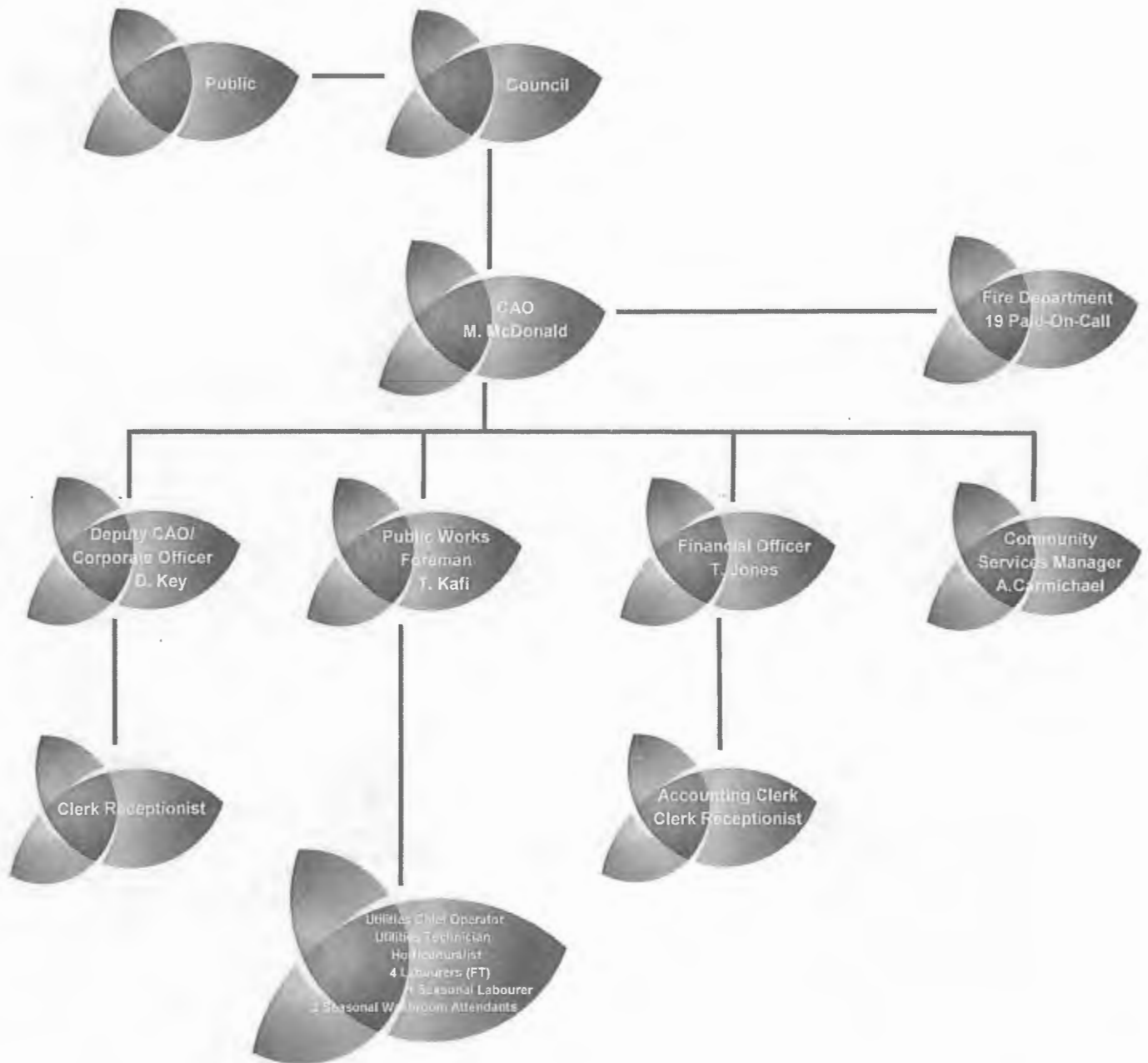
Rebalance tax ratios to ensure fairness



Plan



# ● Organizational Chart



# Department Highlights

Mayor and Council are responsible for setting goals and objectives while directing community policy and priorities. All Village departments report to the Chief Administrative Officer who is appointed by Council. Police Services are provided by the Royal Canadian Mounted Police which is federally managed.



# ● Corporate & Administrative Services

The Corporate and Administrative Services department includes Financial Services, Human Resources and Legislative Services.

## Financial Services:

Financial Services manages the monetary operations of the Village and provides support for Council on matters relating to the budget, taxation and the grants to groups process. Financial planning and reporting are integral to the Village's operations.

## Human Resources:

The Village of Harrison Hot Springs is committed to a safe workplace for all employees. Fostering an environment where learning opportunities exist for all staff also invokes a high performing workforce and strong leadership.

## Legislative Services:

This division provides legislative and support services to Council and its appointed committees, including the preparation and co-ordination of meetings, agendas and minutes. They administer the corporate records management program, corporate communications and the Freedom of Information and Protection of Privacy Act and associated requests, compose bylaws, policies, minutes and legal notices.

Their scope also includes legal document execution and certification of bylaws, minutes and resolutions. Every four years they conduct local government elections or by-elections when required and they also administer elector approval processes including referendums and alternative approval processes.

They also act as a liaison between Council and the public through updates to the Village of Harrison Hot Springs website, Facebook page and Mayor and Council Newsletters.

In 2016 Council held the following meetings:

- 20 Regular and In-Camera Council meetings
- 8 Special and Special In-Camera Council meetings
- 1 Joint Council In-Camera meeting
- 4 Committee of the Whole meetings
- 3 Advisory Planning Commission meetings
- 3 Joint Emergency Program Committee meetings

In 2016, fifteen (15) bylaws were adopted

# Community Services

Community is built around infrastructure but personal relationships are what develop character within our Village. The Community Services team develops relationships with residents, non-profit organizations, businesses and tourists to create a well-rounded social environment for all to enjoy. This department helps coordinate:

- Age Friendly Committee
- BC Transit Initiatives
- Communication and Marketing Initiatives
- Curbside Waste Collection
- Events
- General Administration
- Pay Parking
- Public Consultation/ Community Engagement
- Resort Municipality Initiative

A large success for 2016 surrounded the introduction of pay parking along select streets near the Village waterfront. Pay parking was in effect from June 15, 2016 – September 15, 2016 and provided the Village with a net revenue of \$167,000. These funds allowed the Village to keep taxes lower, increase turnover for local businesses while helping to maintain the waterfront, playgrounds and other amenities that everyone enjoys.



# ● Protective Services



## Mission Statement

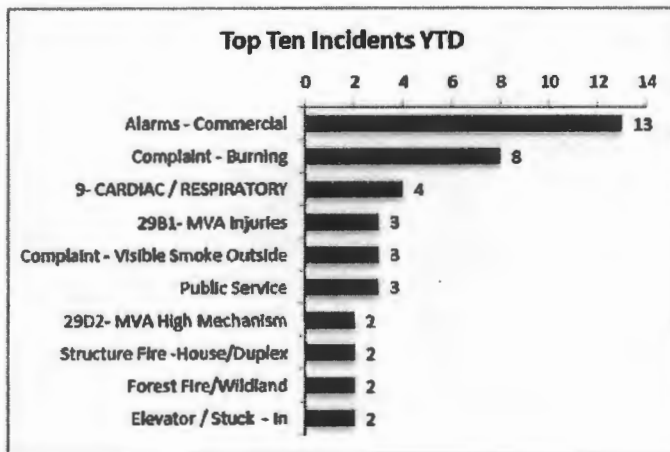
"The Harrison Hot Springs Fire Department will provide to our community, fire prevention and awareness information as well as quality and effective fire suppression capabilities to the best of our ability."

## Values:

Trust, Teamwork, Integrity, Compassion and Professionalism

The Harrison Hot Springs Fire Department is comprised of dedicated paid-on-call (POC) Fire Fighters who are committed to public safety through the delivery of a wide variety of services. Some of the many services include: Fire Suppression, Fire Cause Determination, Fire Prevention, Public Education and First Responder Medical Service, and Fire Extinguisher Training.

	YTD	pYTD	% Change
Total Incidents YoY	54	56	-3.57%



# Emergency Preparedness

## Kent Harrison Joint Emergency Program Committee

The Emergency Program Coordinator oversees the development of the Hazard Emergency Response and Recovery Plan. This plan guides the operations, organization, responsibilities and coordination necessary to provide for effective response and recovery from major emergencies or disasters in the jurisdictional area of the Village of Harrison Hot Springs and the District of Kent. It is a 'living' document and as such revisions by the Emergency Program Coordinator occur on a continuous basis.

The radio communications team continues to develop a plan for the portable radio system that will be able to be deployed in a number of places including the Harrison Hot Springs Fire Hall if required.

The communities of Kent, Harrison Hot Springs and Seabird Island Band held a two day training session on Emergency Operating Centre Essentials in early 2016.

## 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 in residential areas of Rockwell Drive only.



**IS YOUR FAMILY  
PREPARED?**

# ● Animal Control

In 2016, the Fraser Valley Regional District took over the provision of animal control and dog licencing services to the Village of Harrison Hot Springs. The Village did not have an animal holding facility and if a dog needed to be apprehended, there was no where for the dog to be housed. This is one of the reasons why the Village opted to partner with FVRD for this service. Animal holding facilities will be available through the Community Animal Response & Education (CARE) Centre in Chilliwack. The CARE Centre temporarily houses lost, stray and impounded dogs with their dedicated staff who provide quality medical care, nutrition, socialization and exercise to the dogs in their facility. This centre also offers pet adoption services using a carefully evaluated process for dogs that need to be re-homed, taking careful consideration to find the perfect match.

In an effort to increase customer service, dog licences are available for purchase at both the Village Office and the Fraser Valley Regional District's website. 149 dog licences were issued in 2016 and our furry friends are even helping with the reduction of waste by reusing dog tags from the previous year.



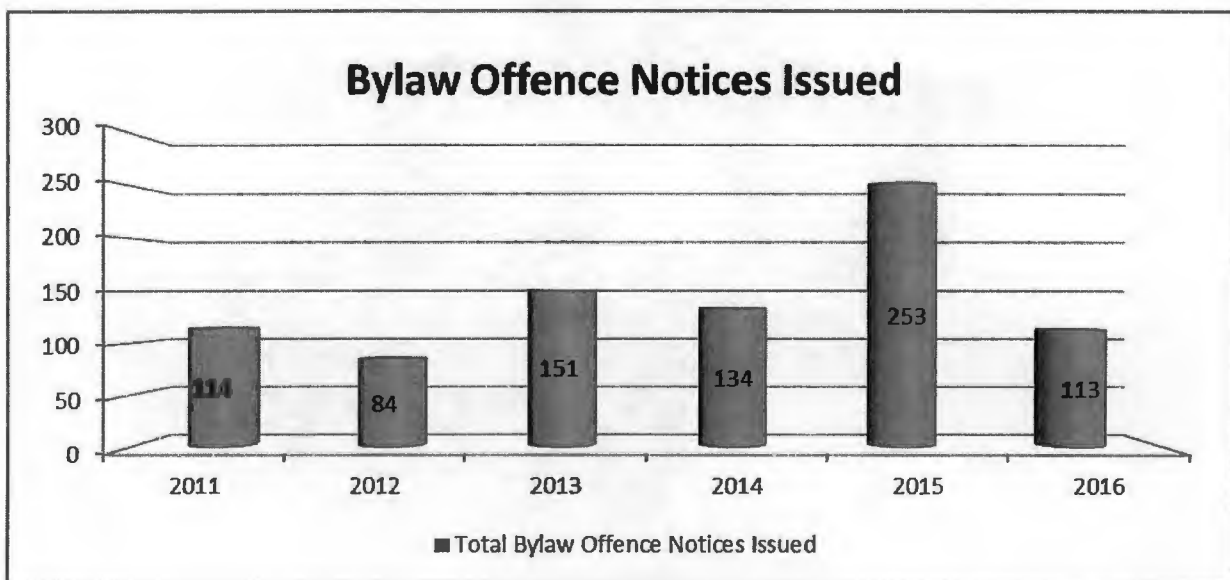
# Bylaw Enforcement Services

Bylaw enforcement is a contracted provision within the Village and is reflected by seasonal service levels. A Bylaw Enforcement Officer is available on an as needed basis during the fall and winter seasons to address issues relating to infractions of Village bylaws and to provide education and awareness of all local bylaws. During the spring and summer seasons, the number of Bylaw Enforcement Officers increases with regular patrols of the Village.

The Village is a participating member of the Upper Fraser Valley Bylaw Adjudication system which is administered through the City of Chilliwack. In 2016 bylaw enforcement officers issued 113 Bylaw Offence Notices for infractions under the highway and traffic, tree management and preservation, waste collection and disposal and business licencing bylaw regulations.

Bylaw Enforcement Services is responsible ensuring compliance with the following bylaws:

- Business Licencing – inspections, enforcement, vendors
- Litter and Solid Waste Control – Littering, garbage complaints
- Signs – Illegal signs, placements, permits
- Property Maintenance (unsightly premises) – Rubbish, graffiti
- Zoning – Land uses
- Park Regulation and Public Nuisance – Beach control, loitering
- Streets and Traffic - traffic control, parking, vehicle obstructions



# ● Planning & Development Services

Planning and Development services prepares plans and policies to guide sustainable development, processes development applications and works within the community to balance economic, social and environmental considerations.

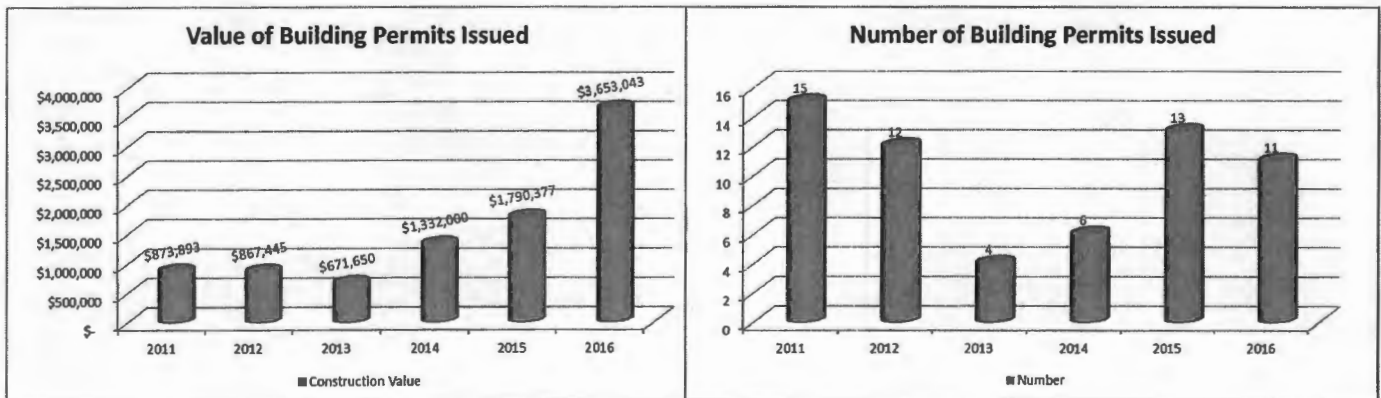
## Principal Functions:

- Prepares Official Community Plan
- Facilitates public participation in land-use planning and development process
- Reviews and processes development applications
- Serves the community by responding to a wide range of inquiries and applications related to the use and development of land
- Provides information to Council on planning and development matters

## Building Services

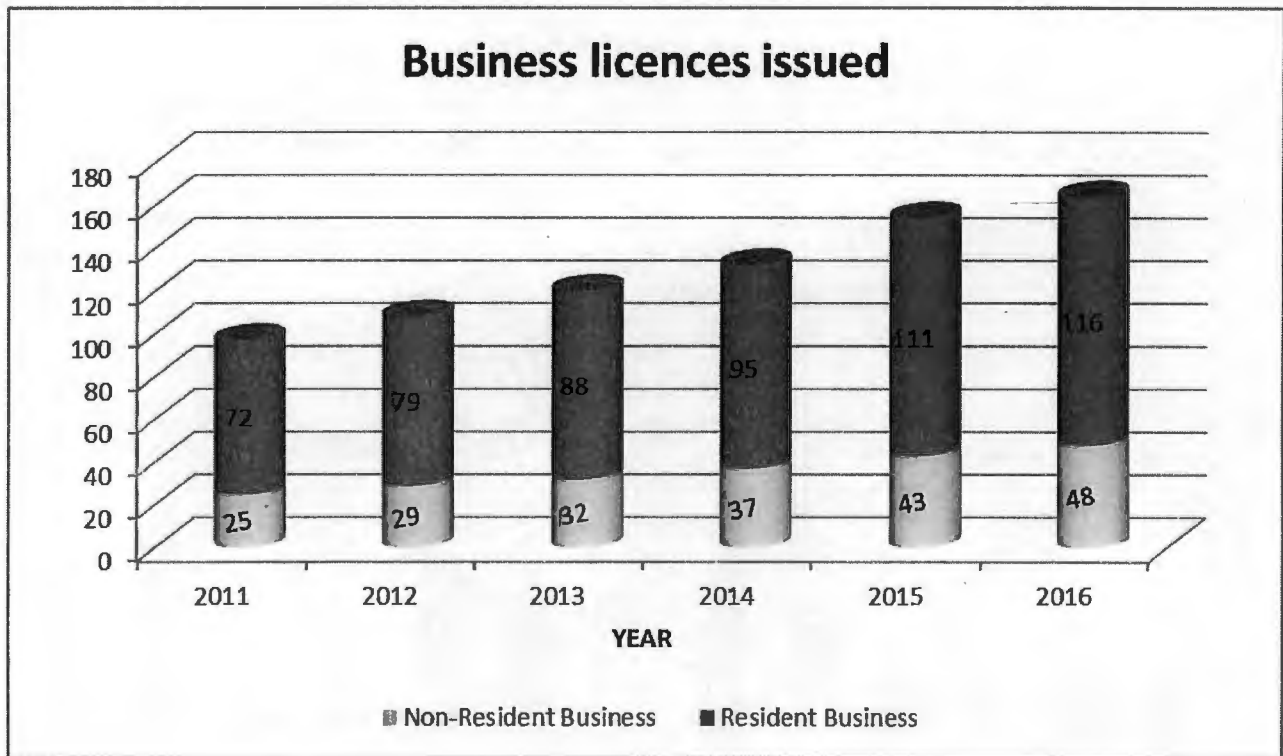
Building development and building inspection services are now provided by the Fraser Valley Regional District. Building permits ensure that all buildings comply with the safety, health and building requirements of the local government and Province of British Columbia.

Rapid growth has engulfed the Fraser Valley which has resulted in a demand for housing within our region. Building permit applications for new construction are on the rise within the Village which directly correlates to the increase in the dollar value for permits issued.



## Business Licences

A valid Village business licence is required by individuals who wish to operate a business within the community. These licences are valid from January 1 to December 31<sup>st</sup> of each year. In 2016 the Village issued 164 business licences which included 48 non-resident contractor licences and 116 licences for businesses that are based in Harrison Hot Springs. Over the past 6 years the Village has seen a steady increase in business licences with a growth of over 69% from 2011 to 2016.



# ● Public Works & Utilities

Public Works is an integral part of Village services as staff plan, maintain and beautify community assets and public spaces. These assets and services include:

- Municipal Buildings
- Wharves and Docks
- Parks and Trails
- Horticulture
- Tree Management
- Playgrounds
- Beach Grooming and Maintenance
- Street Lighting
- Roads
- Street Line Painting
- Drainage
- Flood protection
- Sidewalks
- Pathways
- Snow and Ice Removal on Village Streets
- Water Systems
- Solid Waste Collection



Last year invoked tremendous change along the beachfront with phase two of the Esplanade Avenue revitalization project and the beach washrooms renovations. Both of these initiatives were grant funded from Community Amenities, Community Works funding and the Resort Municipality Initiative.



## **Wastewater Treatment and Wastewater Collection**

The Village of Harrison Hot Springs owns and operates a level 3 secondary waste water treatment facility located on the west side of Harrison Lake. Each property within the boundaries of Harrison Hot Springs is serviced by the Village's system. It is mandatory for all buildings requiring this service to be connected to the municipal sewer system.

## **Water Treatment and Distribution**

The Village of Harrison Hot Springs owns and operates a level 2 Water Treatment Plant (2014) and water distribution system. A new ultra-filtration water treatment plant treats the municipal water that is pumped from Harrison Lake to a water reservoir. In 2016, approximately 280,000 m<sup>3</sup> of water was processed through the water treatment plant. Future expansion of population growth was considered when designing this water treatment plant. With growth continuing within the Village an expansion of the Water Treatment Plant will occur in 2017. An audit of the utility billing system occurred in 2016 to ensure accurate billing was occurring for water and sewer services. This audit also paralleled a review of the utility rates to ensure rates were charged equitably to all customers.

The Village recently received a Clean Water & Wastewater Fund Grant from the Federal and Provincial governments to provide much needed infrastructure improvements to the municipal water system. This 3+ million dollar project will see the replacement of the reservoir water supply and return lines and expand the water distribution system to approximately 100 homes. This work is expected to be part of the 2017 goals and objectives.



# Introduction to the Financial Statements

## The Financial Statements

The Financial Statements of the Village of Harrison Hot Springs (the Village) are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards, consistently applied and appropriate in the circumstances. The preparation of the financial statements requires the use of estimates which have been made using careful judgement. In management's opinion, the financial statements have been properly prepared within the framework of the accounting policies summarized in the financial statements and incorporate within reasonable limits of materiality, all information available as of the audit date. The financial statements have also been reviewed and approved by the Mayor and Council of the Village.

Management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and that reliable financial information is available on a timely basis. These systems are monitored and evaluated by management. Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control.

The financial statements have been examined by the Village's independent auditor, BDO Canada LLP in accordance with Canadian generally accepted auditing standards. The external auditor's responsibility is to express their opinion on whether the financial statements, in all material respects, fairly present the Village's financial position, results of operations, changes in net financial assets and cash flows in accordance with Canadian public sector accounting standards. Their Independent Auditor's Report outlines the scope of their examination and their opinion.

The external auditor has full and open access to all records of the Village and has direct access to management and Council when required.

## Statement of Financial Position

This statement discloses the financial position of the Village at December 31<sup>st</sup> 2016 and 2015. The term "net financial assets" is used to describe the Village's financial position where the Village's financial assets exceed its financial liabilities. Should situations arise where financial liabilities exceed financial assets the financial position would be termed "net debt". The Village is in a positive net financial position in both years. The change in net financial position is a decrease of \$503,737 in 2016 over 2015. This decrease was due to expenditures on large capital projects that were completed in 2016.

Added to the net financial assets are the non-financial assets. These are comprised of tangible capital assets and prepaid expenses which increased by \$2,313,358; primarily due to the addition of the flood pump, beach washrooms upgrade and Esplanade 2 upgrades that were completed in 2016. The total gives rise to the accumulated surplus of the Village.

## **Statement of Operations**

This statement reports the surplus or deficit from operations of the Village in the accounting period. This statement discloses the cost of services that the Village provided in the period and the revenues that were generated and the difference between them. It measures in monetary terms whether the Village has maintained its net assets in the period.

The annual surplus is added to the opening surplus to arrive at the year-end accumulated surplus. This amount equals the accumulated surplus on the Statement of Financial Position. The annual surplus for 2016 was \$503,100 greater than budget which was a combination of increase in sales of service from pay parking as well as expenditures that were less than budgeted due to timing of hiring in vacant positions and projects carried forward to 2017. Accumulated surplus at yearend totaled \$37,849,232; \$33,517,112 of the accumulated surplus is invested in tangible capital assets.

## **Statement of Change in Net Financial Assets**

This statement reports the extent to which the expenditures of the accounting period are offset by the revenues recognized in the period. This amount is displayed by reporting items that explain the difference between the surplus or deficit from operations and the change in net financial assets or net debt for the period.

Items commonly on this statement are the acquisition of tangible capital assets, amortization expense and changes in prepaid expenses. These amounts are adjusted from the annual surplus for the year to arrive at the increase or decrease in net financial assets. This amount is added to the net financial assets at the beginning of the year and balances with the net financial assets on the Statement of Financial Position.

## **Statement of Cash flows**

This statement reports the change in cash and cash equivalents in the accounting period and how the Village financed its activities and met its cash requirements.

Items affecting the operating activities are listed by non-cash items such as amortization and changes in prepaid expenses followed by changes in financial assets and liabilities. Activities of a capital nature are listed followed by activities that helped finance the acquisition and repayment of debt.

The balance on this statement is the resulting change in cash during the year that when added to the opening balance of cash equivalents will equal the cash and cash equivalents on the Statement of Financial Position.

# Introduction to the Financial Statements

## Notes and Schedule to the Financial Statements

The notes and schedule that accompany the financial statements are an integral part of the financial statements in that they provide important additional information that assists the reader in interpreting the financial information.

They include the Village's significant accounting policies and other relevant information that further describes the information on the Financial Statements.

Schedule 1 containing the Statement of Tangible Capital assets breaks down the tangible capital assets by class and shows the corresponding historical cost and accumulated amortization resulting in the net book value for each class of tangible capital asset.

Schedule 2 contains the Table of Segmented Information prepared in accordance with PS2700. This table presents segmented information based upon functional activities provided by the Village. Revenues and expenses represent amounts directly attributable to the functional activity and amounts are allocated on a reasonable basis.

## Fiscal Responsibility

As a small Village with a limited tax base, fiscal responsibility is an on-going priority for Council. Each year Council adopts a budget that is balanced. This includes undertaking critical capital projects, investing in tourism infrastructure and streamlining processes where possible. Ensuring fiscal responsibility is crucial for the long term success of our Village.

## Five Year Financial Plan

The five year plan is required under Section 165 of the *Community Charter* and is to be adopted annually prior to the tax rate bylaw being adopted; the financial plan bylaw may be amended during the year. Before its adoption Council must undertake a process of public consultation regarding the Financial Plan. The Community Charter does not specify the format of the public consultation process and it may be varied to suit the local community.

# Five Year Financial Plan

	2017	2018	2019	2020	2021
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
<b>REVENUES:</b>					
PROPERTY TAXES - RESIDENTIAL	1,205,360	1,228,804	1,253,814	1,278,769	1,304,163
PROPERTY TAXES - BUSINESS	656,692	669,826	683,222	696,887	710,824
PROPERTY TAXES - RECREATION/NON-PROFIT	115,608	117,920	120,278	122,684	125,138
COLLECTIONS FOR OTHER GOVERNMENTS & AGENC	1,707,300	1,738,600	1,770,500	1,803,000	1,803,000
PENALTIES & INTEREST - TAXES	38,000	16,960	12,030	2,030	10,030
UTILITY CO. 1% REVENUE TAXES	34,425	34,425	34,425	34,425	34,425
PAYMENTS IN LIEU OF TAXES	5,200	5,300	5,400	5,500	5,500
TOTAL TAXES COLLECTED	3,762,585	3,811,835	3,879,669	3,943,295	3,993,080
REMITTANCES TO OTHER GOVERNMENTS & AGENCI	(1,707,300)	(1,738,600)	(1,770,500)	(1,803,000)	(1,803,000)
NET TAXES FOR MUNICIPAL PURPOSES	2,055,285	2,073,235	2,109,169	2,140,295	2,190,080
REVENUE FROM OWN SOURCES	1,641,410	1,629,893	1,631,050	1,632,050	1,632,050
GRANTS AND DONATIONS	3,123,700	428,700	314,700	314,700	314,700
DCC REVENUES	700,000	-	-	-	-
TOTAL REVENUE	\$7,520,395	\$4,131,828	\$4,054,919	\$4,087,045	\$4,136,830
<b>EXPENSES:</b>					
LEGISLATIVE	129,750	129,750	129,750	129,750	129,750
GENERAL GOVERNMENT	971,106	992,162	992,189	1,005,297	1,005,297
PROTECTIVE SERVICES	272,440	215,000	215,150	218,000	218,000
DEVELOPMENT PLANNING	415,776	340,230	264,357	266,530	266,530
ENGINEERING, TRANSPORTATION, STORM WATER	929,313	820,878	822,346	827,301	827,301
SOLID WASTE	214,250	180,500	181,762	183,036	191,036
PARKS, RECREATION & CULTURAL SERVICES	505,430	444,765	449,340	454,060	454,060
WASTEWATER UTILITY	845,170	787,503	778,910	785,442	785,442
WATER UTILITY	368,014	370,869	373,897	375,423	375,423
DEBT-INTEREST	28,870	28,400	26,900	25,300	15,300
TOTAL EXPENDITURES	4,680,119	4,310,057	4,234,601	4,270,139	4,268,139
SURPLUS (DEFICIT)	\$2,840,276	\$(178,229)	\$(179,682)	\$(183,094)	\$(131,309)
<b>CAPITAL, DEBT, RESERVES, TRANSFERS &amp; BORROWING</b>					
CAPITAL EXPENDITURES	(5,538,700)	(125,000)	(96,000)	(79,000)	(79,000)
REPAYMENT ON DEBT	(183,500)	(189,000)	(229,500)	(170,700)	(60,700)
PROCEEDS OF DEBT	140,000	-	-	-	-
CONTRIBUTIONS TO RESERVES	(375,376)	(361,771)	(319,818)	(375,206)	(536,991)
TRANSFERS FROM RESERVES	562,200	60,000	31,000	14,000	14,000
APPROPRIATION FROM SURPLUS	1,761,100	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	794,000	794,000	794,000	794,000	794,000
	\$(2,840,276)	\$178,229	\$179,682	\$183,094	\$131,309
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT, RESERVE TRANSFERS AND BORROWING	\$ -	\$ -	\$ -	\$ -	\$ -

# Independent Auditor's Report



Tel: 604 688 5421  
Fax: 604 688 5132  
vancouver@bdo.ca  
www.bdo.ca

BDO Canada LLP  
600 Cathedral Place  
925 West Georgia Street  
Vancouver BC V6C 3L2 Canada

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## Independent Auditor's Report

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To the Mayor and Council of the Village of Harrison Hot Springs

We have audited the accompanying financial statements of the Village of Harrison Hot Springs, which comprise the Statement of Financial Position as at December 31, 2016, and the Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

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

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

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

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Harrison Hot Springs as at December 31, 2016, and the results of its operations, changes in net financial assets and cash flows for the year then ended, in accordance with Canadian public sector accounting standards.

### Emphasis of Matter

Without modifying our opinion, we draw attention to Note 21 to the financial statements, which explains that certain comparative information for the year ended December 31, 2015 has been restated.

### Other Matter

The financial statements of the Village of Harrison Hot Springs for the year ended December 31, 2015 were audited by other auditors who expressed an unqualified opinion on those financial statements on May 2, 2016.

**BDO Canada LLP**

Chartered Professional Accountants

Vancouver, British Columbia  
May 1, 2017

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.


# Statement of Financial Position


## Village of Harrison Hot Springs

### Statement of Financial Position

As at December 31, 2016

	2016	2015 Restated Note 20
<b>Financial assets</b>		
Cash (Note 2)	7,208,557	7,794,822
Accounts Receivable (Note 3)	896,906	820,704
MFA Deposits (Note 4)	6,287	6,103
	<b>8,111,750</b>	<b>8,621,629</b>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities (Note 5)	420,142	393,735
Employee Future Benefits (Note 6)	93,800	78,000
Developer's Deposits and Other Trust Liabilities (Note 7)	377,665	378,097
Deferred Revenue (Note 8)	263,093	500,267
Development Cost Charges (Note 9)	1,575,819	1,212,301
Capital lease (Note 10)	106,046	139,211
Long-term debt (Note 11)	568,905	600,000
Interim financing debt (Note 12)	440,000	550,000
	<b>3,845,470</b>	<b>3,851,611</b>
<b>Net financial assets</b>	<b>4,266,280</b>	<b>4,770,018</b>
<b>Non-financial assets</b>		
Tangible Capital Assets (Note 13, Schedule 1)	33,517,112	31,234,292
Prepaid expenses	65,840	35,302
	<b>33,582,952</b>	<b>31,269,594</b>
<b>Accumulated surplus</b>	<b>37,849,232</b>	<b>36,039,612</b>
<b>Represented by:</b>		
Operating fund (Note 15)	3,147,858	3,385,784
Appropriated Surplus (Note 15)	1,040,150	1,690,730
Statutory Reserves (Note 15)	1,259,060	1,018,016
Equity in tangible capital assets (Note 14)	32,402,164	29,945,082
	<b>37,849,232</b>	<b>36,039,612</b>

  
 Madeline McDonald,  
 Chief Administrative Officer

  
 Leo Pacio  
 Mayor

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

# Statement of Operations

## Village of Harrison Hot Springs

### Statement of Operations

for the year ended December 31, 2016

	Budget ( Note 22)	2016	2015
<b>Revenue</b>			
Property Taxes (Note 16)	1,972,400	1,972,081	1,920,696
Sale of Services (Note 17)	928,740	1,171,999	884,361
Utility Service Fees (Note 18)	394,000	401,154	395,923
Government Transfers (Note 19)	1,929,700	1,937,998	1,036,076
Investment Income	42,400	54,759	56,795
Penalties and interest	48,500	57,222	57,464
Development Cost Charges (Note 9)	350,000	7,065	16,480
Other revenue	17,900	117,856	36,548
	<b>5,683,640</b>	<b>5,720,134</b>	<b>4,404,343</b>
<b>Expenses (Note 23)</b>			
Legislative Services	130,750	108,704	109,463
General Government	916,320	888,867	1,065,420
Protective Services	241,050	182,432	181,428
Public Works	381,450	410,781	266,367
Transportation Services	473,900	455,551	389,137
Public Health	5,200	5,657	3,838
Planning and Development	233,400	156,114	33,422
Tourism, Community and Economic Development	89,800	95,242	146,511
Sustainability	10,800	7,711	9,559
Solid Waste Management and Recycling	194,400	141,299	171,070
Beaches, Parks, Recreation and Culture	566,050	448,369	434,127
Water Services	374,900	308,845	358,300
Sewer Services	759,100	700,942	600,088
	<b>4,377,120</b>	<b>3,810,514</b>	<b>3,768,730</b>
<b>Annual surplus</b>	<b>1,306,520</b>	<b>1,809,620</b>	<b>635,613</b>
Accumulated surplus, beginning of year re-stated (Note 15 , 20)	36,039,612	36,039,612	35,403,999
	<b>37,346,132</b>	<b>37,849,232</b>	<b>36,039,612</b>

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

# Statement of Change in Net Financial Assets

## Village of Harrison Hot Springs

Statement of Change in Net Financial Assets

For the Year Ended December 31, 2016

	Budget ( Note 22)	2016	2015
Annual Surplus	1,306,520	1,809,820	635,613
Acquisition of tangible capital assets	(3,664,300)	(3,135,321)	(604,698)
Amortization Note 1., Schedule 1	794,000	852,502	792,248
	(1,563,780)	(473,199)	823,163
Acquisition of prepaid expenses	-	(65,840)	(35,302)
Use of prepaid expenses	-	35,302	54,696
	-	(30,538)	19,394
<b>Increase (decrease) in net financial assets</b>	<b>(1,563,780)</b>	<b>(503,737)</b>	<b>842,557</b>
Net financial assets, beginning of year	4,770,018	4,770,018	3,927,461
<b>Net financial assets, end of year</b>	<b>3,206,238</b>	<b>4,266,281</b>	<b>4,770,018</b>

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

# Statement of Cash Flows

## Village of Harrison Hot Springs

Statement of Cash Flows

For the Year Ended December 31, 2016

	2016	2015
<b>Cash provided by (used in):</b>		
<b>Operating Transactions</b>		
Annual surplus	1,809,620	635,613
<b>Non Cash Items:</b>		
Amortization	852,502	792,248
<b>Changes to cash items:</b>		
Accounts receivable	(76,202)	(14,865)
MFA Deposits	(184)	(6,103)
Accounts payable and accrued liabilities	25,976	(31,359)
Prepaid expenses	(30,638)	19,394
Employee Future Benefits	15,800	-
Deferred revenue	(237,174)	(148,689)
Development Cost Charges	363,618	234,280
<b>Net change in cash from operating transactions</b>	<b>2,723,318</b>	<b>1,480,439</b>
<b>Capital Transactions:</b>		
Acquisition of tangible capital assets	(3,135,321)	(804,698)
<b>Net change in cash from capital transactions</b>	<b>(3,135,321)</b>	<b>(804,698)</b>
<b>Financing Transactions</b>		
Debt repayment	(174,262)	(82,120)
Proceeds from Debt	-	800,000
<b>Net change in cash from financing transactions</b>	<b>(174,262)</b>	<b>517,880</b>
<b>Net change in cash</b>	<b>(586,265)</b>	<b>1,393,621</b>
Cash at beginning of year	7,794,822	8,401,201
<b>Cash, end of year</b>	<b>7,208,557</b>	<b>7,794,822</b>

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

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

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### 1. Significant Accounting Policies

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

#### a. Basis of reporting

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

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

#### b. Revenue Recognition

The Village recognizes the transfer of government funding as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Sale of services and user fees are recognized when the service or product is provided by the Village. All other revenue is recognized as it is earned and is measurable. Revenue unearned in the current period is recorded as deferred revenue and is recognized as revenue in the fiscal year the services are performed.

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into separate deferred revenue liability accounts for specific future capital expenses. In accordance with Canadian public sector accounting standards, the Village records these funds as restricted revenue which is then recognized when the related costs are incurred.

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

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### 1. Significant Accounting Policies

#### c. Financial Instruments

The Village's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, long-term debt and interim financing debt. It is management's opinion that the Village is not exposed to significant interest, currency or credit risk arising from these financial instruments.

#### d. Non-financial Assets

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

##### i. Tangible Capital Assets

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

<u>Asset</u>	<u>Useful Life - Years</u>
Land improvements	10-25
Parks infrastructure	10-50
Buildings	40-50
Machinery, furniture and equipment	5-10
IT infrastructure	4-10
Vehicles	5-20
Roads infrastructure	15-75
Water infrastructure	10-100
Sewer infrastructure	10-100
Drainage infrastructure	10-100

##### ii. Contributions of tangible capital assets

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

##### iii. Works of art and cultural and historic assets

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

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 1. Significant Accounting Policies

#### d. Non-financial Assets

##### iv. Leased tangible capital assets

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

#### e. Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Areas requiring the greatest degree of estimation include employee future benefits and useful lives of tangible capital assets.

#### f. Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the Village is directly responsible or accepts responsibility;
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

The Village has determined that as of December 31, 2016, no contamination in excess of an environmental standard exists to land not in productive use for which the Village is responsible.

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

### 2. Cash

	2016	2015
<b>Restricted cash</b>		
Statutory Reserves	\$ 1,259,060	\$ 1,018,016
Non-Statutory Reserves	1,040,150	1,690,730
Development Cost Charges/Deposits in Trust	2,216,577	1,903,407
	4,515,787	4,612,153
<b>Unrestricted cash</b>	2,692,770	3,182,669
<b>Total cash</b>	<b>\$ 7,208,557</b>	<b>\$ 7,794,822</b>

### 3. Account Receivable

	2016	2015
Accounts Receivable - Property Taxes	\$ 416,984	\$ 329,001
Accounts Receivable - Other Governments	150,869	189,979
Accounts Receivable - Trade and Other	329,053	301,724
	\$ 896,906	\$ 820,704

### 4. Municipal Finance Authority Deposits

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

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

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 5. Accounts Payable and Accrued Liabilities

	2016	2015
Trade and Other	\$ 230,886	\$ 316,845
Holdbacks payable	55,884	10,103
Other government	62,737	1,040
Accrued Employee benefits	70,635	65,747
	<b>\$ 420,142</b>	<b>\$ 393,735</b>

### 6. Employee Future Benefits

#### Sick Pay

The Village provides paid sick leave to qualifying employees, this benefit accrues at two days of sick leave per month. At the end of each calendar year 2/3 of the unused portion of sick leave is vested up to a maximum of 360 days. The amount recorded for this benefit is based on an actuarial evaluation prepared by an independent firm and will be reviewed on a periodic basis. The date of the last actuarial evaluation was as of December 31, 2015.

#### Retirement Allowance

A regular employee who retires under the provisions of the Municipal Pension Plan is entitled to a retirement benefit as outlined in the Collective Agreement and Management Policy. In all instances, the rate of pay used in the calculation of the retirement benefit shall be the rate of pay applicable on the last day worked. The amount recorded for this benefit in 2016 is based on an actuarial evaluation prepared by an independent firm and will be reviewed on a periodic basis. The date of the last actuarial evaluation was as of December 31, 2015.

As of December 31, 2016, \$93,800 (2015 - \$78,000) of the accrued benefit liability has been charged to operations. The significant actuarial assumptions adopted in measuring the Village's accrued benefit liability for Sick Pay and Retirement Allowance are as follows:

	2016	2015
Discount rates	1.90%	1.90%
Expected future inflation	1.75%	1.75%

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

### 6. Employee Future Benefits

Accrued Benefit Obligation as at December 31, 2016

	2016	2015
Beginning benefit obligation	\$ 78,000	\$ 58,600
Current service cost	20,500	22,900
Interest on accrued benefit obligation	1,800	1,500
Actuarial (gain) loss	-	-
Benefits paid during the year	(6,500)	(5,000)
Ending benefit obligation	93,800	78,000
Less Unamortized net actuarial (loss)	-	-
<b>Accrued Benefit Liability</b>	<b>\$ 93,800</b>	<b>\$ 78,000</b>

### 7. Developers Deposits and Other Trust Liabilities

	2016	2015
Property and event damage deposits	\$ 40,450	\$ 14,306
Developers Deposit	335,959	335,406
Community groups funds held in trust	1,256	28,385
	<b>\$ 377,665</b>	<b>\$ 378,097</b>

### 8. Deferred Revenue

	2016	2015
Prepaid taxes	\$ 125,096	\$ 131,482
Facility rentals and other	137,997	368,785
	<b>\$ 263,093</b>	<b>\$ 500,267</b>

# Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

## 9. Development Cost Charges

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer DCC	\$ 875,607	\$ 143,156	\$ 10,427	\$ 7,065	\$ 1,022,125
Water DCC	266,919	103,360	3,498	-	373,777
Drainage DCC	44,286	65,265	547	-	110,378
Parks DCC	25,509	43,510	520	-	69,539
	\$ 1,212,301	\$ 355,291	\$ 15,292	\$ 7,065	\$ 1,575,619

## 10. Capital Lease

In 2013, the Village entered into a 4 year capital lease agreement with the Municipal Finance Authority to finance the acquisition of two pick-up trucks. In 2014, the Village entered into a capital lease agreement with Caterpillar Financial Services Limited to finance the acquisition of a new backhoe in the amount of \$132,725. The term of the lease is five years with an option to purchase at the end of the lease of \$47,723.

Changes in capital lease are as follows:

	2016	2015
Balance, January 1,	\$ 139,212	\$ 171,331
Less: Principal repayments	(33,166)	(32,120)
Balance, December 31	\$ 106,046	\$ 139,211

The minimum lease payments over the next three years of the leases are as follows:

2017	\$ 30,425
2018	22,902
2019	62,133
Less: Amount representing interest	(9,414)
	\$ 106,046

Total interest expense during the year was \$4,868. Total interest over the term of the leases is \$22,660.

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

### 11. Long-Term Debt

In 2015 the Village borrowed funds under loan authorisation bylaw 1052. MFA Issue 131 has an amortization period of 15 years at 2.2% interest for the first 10 years of the term. Early repayment options exist at the rate reset date of 10 years.

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
General Fund					
MFA Issue 131	\$ 600,000	\$ -	\$ 31,095	\$ -	\$ 568,905

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

	GENERAL	WATER	SEWER
2017	\$ 31,095	\$ -	\$ -
2018	\$ 31,095	\$ -	\$ -
2019	\$ 31,095	\$ -	\$ -
2020	\$ 31,095	\$ -	\$ -
2021	\$ 31,095	\$ -	\$ -
Thereafter	\$ 413,430	\$ -	\$ -
Total	\$ 568,905	\$ -	\$ -

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

### 12. Interim Financing Debt

In 2009 the Village borrowed \$1,500,000 under the Interim Financing Program from the Municipal Finance Authority of British Columbia under Loan Authorisation Bylaw 885, for the purpose of constructing a new water reservoir. In 2015 the Village received an extension and has until 2021 to pay back the principal amount. Any principal balance unpaid will be converted into long-term debt at that time. The Village can pay down any amount on the principal in the next year. Interest was paid monthly in 2016 at daily interest rates that varied between 1.31% and 1.44%. During 2016 the Village paid \$7,541 in interest (2015 \$8,018).

	2016	2015
Beginning Balance Jan 1,	\$ 550,000	\$ 600,000
Principal repayments	(110,000)	(50,000)
Ending Balance, December 31	\$ 440,000	\$ 550,000

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 13. Tangible Capital Assets

	2016	2015
Land and improvements	\$ 9,984,913	\$ 9,984,913
Buildings	3,466,349	998,021
Machinery, equipment, furniture, IT and vehicles	666,202	735,551
Engineering Structures:		
Engineering structures - water	6,303,179	6,420,738
Engineering structures - sewer and drainage	6,764,557	6,913,732
Engineering structures - roads	4,895,669	4,306,829
Engineering structures - parks and other	1,207,488	1,223,517
Other tangible capital assets	199,541	102,195
Work in Progress	39,214	490,796
<b>Total</b>	<b>\$ 33,517,112</b>	<b>\$ 31,234,292</b>

For additional information, see Schedule of Tangible Capital Assets. (Schedule 1)

Included in equipment, furniture and vehicles are vehicles and equipment purchased under capital leases totalling \$209,626 with accumulated amortization to the end of 2016 of \$58,234.

### 14. Equity in Tangible Capital Assets

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

	2016	2015
Equity in TCA, beginning of year	\$ 29,945,082	\$ 30,650,512
Add:		
Capital Expenditures	3,135,322	604,698
Debt Repayments	174,262	82,120
Less:		
Proceeds from Long Term Debt	-	(600,000)
Amortization	(852,502)	(792,248)
<b>Equity in TCA, end of year</b>	<b>\$ 32,402,164</b>	<b>\$ 29,945,082</b>

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

### 15. Accumulated Surplus

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

	2016	2015
<b>Surplus:</b>		
Invested in tangible capital assets	\$ 32,402,164	\$ 29,945,082
Operating Fund	3,147,858	3,385,784
<b>Total surplus</b>	<b>35,550,022</b>	<b>33,330,866</b>
<b>Reserves set aside by Council:</b>		
<b>Appropriated Surplus:</b>		
Community Recreation	1,803	406,114
Assessment appeal	127,275	125,901
Beach	36,777	36,379
Building	60,641	59,985
Contingencies	11,088	10,969
Dock replacement	11,064	10,944
Boat Launch	40,332	20,069
Flood box / drainage	15,045	14,883
General	28,449	28,141
Insurance	9,635	9,531
Memorial Hall restoration	5,381	5,323
Parking / traffic management	55,511	54,910
Office Equipment	32,586	22,320
Property	45,914	45,418
Road/Sidewalk	13,046	12,905
Sick leave/Retirement	49,317	42,987
Community Works Fund	117,083	318,900
Sewer	364,470	341,290
Water	14,753	123,761
<b>Total Appropriated Surplus</b>	<b>1,040,150</b>	<b>1,690,730</b>
<b>Statutory Fund Reserves:</b>		
Community amenities	149,289	148,016
Fire department capital	236,640	214,249
Land unexpended funds	12,754	12,616
Parkland acquisition	126,108	124,743
Public works capital	47,968	17,709
Sewage treatment replacement	585,266	400,742
Sewer unexpended funds	80,815	79,840
Port Divestiture Income	20,220	20,001
<b>Total Statutory Fund Reserves</b>	<b>1,259,060</b>	<b>1,018,016</b>
	<b>\$ 37,849,232</b>	<b>\$ 36,039,612</b>

# Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

## 16. Property Taxes

The Village is reliant upon one taxpayer for approximately 17.09 % (2015, 17.15%) of the municipal property tax revenue. Taxation revenue, reported on the statement of operations, is made up of the following:

	Budget	2016	2015
<b>Taxes collected</b>			
Municipal property taxes	\$ 1,933,000	\$ 1,932,456	\$ 1,883,594
1 % Utility taxes	34,300	34,331	32,035
Payments in lieu of taxes	5,100	5,352	5,063
School taxes	1,278,400	1,240,214	1,253,344
Regional District	122,040	122,284	116,946
Regional hospital district	101,436	101,642	101,518
Police tax	120,500	120,856	118,126
Other agencies	29,300	27,850	28,720
	<b>3,624,076</b>	<b>3,584,985</b>	<b>3,539,346</b>
<b>Less transfers to other governments</b>			
School taxes paid	1,278,400	1,240,213	1,253,344
Regional district taxes paid	122,040	122,318	116,944
Regional hospital district taxes paid	101,436	101,667	101,517
Police taxes paid	120,500	120,856	118,125
Other agencies taxes paid	29,300	27,850	28,720
	<b>1,651,676</b>	<b>1,612,904</b>	<b>1,618,650</b>
	<b>\$ 1,972,400</b>	<b>\$ 1,972,081</b>	<b>\$ 1,920,696</b>

## 17. Sale of Services

	Budget	2016	2015
Sewer user fees	\$ 500,000	\$ 517,845	\$ 501,289
Water user fees	195,520	198,483	190,279
Curbside collection fees	98,000	93,101	92,093
Pay Parking Revenue	-	201,922	-
Licenses and permits	74,970	95,882	48,713
Facility rentals	47,500	46,007	46,986
Fines	9,250	16,141	1,525
Other	3,600	3,618	3,476
	<b>\$ 928,740</b>	<b>\$ 1,171,999</b>	<b>\$ 884,381</b>

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

### 18. Utility Service Fees

	Budget	2016	2015
Sewer service utility fee - residential	\$ 179,000	\$ 182,549	\$ 180,225
Sewer service utility fee - business	20,000	20,540	19,830
Water service utility fee - residential	174,000	176,605	174,834
Water service utility fee - business	21,000	21,460	21,034
<b>Total</b>	<b>\$ 394,000</b>	<b>\$ 401,164</b>	<b>\$ 395,923</b>

### 19. Government Transfers

The Government transfers reported on the Statement of Operations are:

	Budget	2016	2015
<b>Provincial:</b>			
<b>Conditional</b>			
Infrastructure - Miami River Dike Pump Station	\$ 423,700	\$ 437,256	\$ 123,132
Resort Municipality Initiative	635,900	613,000	145,915
Other	11,000	9,972	3,758
<b>Unconditional</b>	<b>321,000</b>	<b>326,087</b>	<b>321,239</b>
<b>Federal</b>			
<b>Conditional</b>			
Infrastructure - Miami River Dike Pump Station	423,700	437,256	123,132
Gas tax	114,400	114,427	318,900
<b>Total</b>	<b>\$ 1,929,700</b>	<b>\$ 1,937,988</b>	<b>\$ 1,036,076</b>

### 20. Comparative Figures

Certain comparative amounts have been restated to conform with the current year's presentation.

### 21. Prior period adjustment

As set out in Note 6, the Village accounts for its employee future benefits on an accrual basis. In the prior year, the amount was included in an Appropriated Surplus category instead of as a liability. These financial statements retroactively correct for this. The impact of this retroactive adjustment was to:

- Increase reported amount of employee future benefits liability for 2015 by \$78,000
- Decrease reported amount of Net financial assets and accumulated surplus for 2015 by \$78,000
- Decrease balance of Appropriated Surplus for 2015 by \$78,000
- Decrease closing balance for 2014 and opening balance for 2015 of Net financial assets and accumulated surplus by \$78,000

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 22. Budget Data

The data presented in these financial statements is based upon the 2016 operating and capital budgets adopted by Council on May 2, 2016. The table below reconciles the approved balanced budget to the budget figures reported in these financial statements.

2016 Adopted Operating and Capital Budget	Budget Amount
<b>Revenues:</b>	
Operating budget	\$ 4,377,120
Capital budget	4,080,620
<b>Total revenue</b>	<b>8,457,740</b>
<b>Expenses:</b>	
Operating budget	4,377,120
Capital Budget	4,080,620
<b>Total expenses</b>	<b>8,457,740</b>
Budgeted surplus (deficit)	\$ -
<b>Add:</b>	
Capital expenses	\$ 3,664,300
Transfers to reserves	244,520
Principal repayments	171,800
<b>Less:</b>	
Transfers from reserves	(963,600)
Appropriation from Surplus	(1,016,500)
Amortization	(794,000)
<b>Annual budgeted surplus (see statement of operations)</b>	<b>\$ 1,306,520</b>

### 23. Classification of Expenses by Object

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

	Budget	2016	2016
Salaries, wages and employee benefits	\$ 1,596,300	\$ 1,402,953	\$ 1,483,864
Operating Materials and supplies	840,550	565,753	565,655
Contracted services	363,800	413,209	243,202
Administrative services and supplies	507,500	375,690	405,967
Utilities	151,050	177,435	153,099
Rentals and contractual obligations	95,850	97,362	97,523
Debt financing	28,070	25,610	27,172
Amortization	794,000	852,502	792,248
<b>Total expenditures by object</b>	<b>\$ 4,377,120</b>	<b>\$ 3,910,514</b>	<b>\$ 3,768,730</b>

# Notes to the Financial Statements

## Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

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### 24. Commitments and Contingencies

- a. The municipality and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The Village of Harrison Hot Springs paid \$87,504 (2015 \$91,780) for employer contributions to the Plan in fiscal 2016.

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

- b. Debts of the Fraser Valley Regional District are, under provisions of the Local Government Act, a direct, joint and several liability of the District and each member municipality within the District, including the Village of Harrison Hot Springs.
- c. The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange are in every case several, not joint and several. The Village irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- d. The Village has an agreement with the Harrison Hot Springs Tourism Society to provide annual funding of \$31,000. The term of the agreement ends December 31, 2018.
- e. In 2014, the Ministry of Environment directed the Village to assess any potential effects the closure of the landfill in 1983 has on well water. Water samples were taken and the results prompted the Ministry to direct the Village to drill test wells and monitor the water which began in 2015. The Village is to continue this process for the years 2017-2021 at which time the results will determine if any further action is required.

# Village of Harrison Hot Springs

Notes to the Financial Statements

December 31, 2016

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## 25. Segmented Disclosures

The Table of Segmented Information - Schedule 2 has been prepared in accordance with PS2700 Segmented Disclosures. Segmented information has been identified based upon functional activities provided by the Village. For each reported segment, revenue and expenses represent amounts directly attributable to the functional activity and amounts allocated on a reasonable basis. The functional areas that have been separately disclosed in the segmented information, along with services they provide are as follows:

### Legislative Services

Legislative services includes Council and legislative services

### General Government

General government includes taxation, sale of services, government transfers, investment income and administrative services for the general fund

### Protective Services

Protective Services includes the volunteer fire department, emergency measures and bylaw enforcement

### Development and Planning

Development and Planning includes economic development, planning, land development, community development and tourism

### Engineering, Transportation and Storm Water

Engineering, transportation and storm water services include engineering, fleet, public health, roads, sidewalk, storm sewers and transit

### Solid Waste

Solid waste includes sustainability, curbside collection, recycling and organic waste

### Parks, Recreation and Cultural Services

Parks, recreation and cultural services includes the maintenance of the beachfront, parks and cultural facilities within the Village

### Wastewater Utility

Wastewater includes the wastewater collection system, lift stations and wastewater treatment plant

### Water Utility

Water includes the water collection, treatment and distribution of potable water

# Schedule 1

## Statement of Tangible Capital Assets

### Village of Harrison Hot Springs

Schedule 1 - Statement of Tangible Capital Assets

For the Year Ended December 31, 2016

	Engineered Structures								Other Tangible Capital Assets	2016	2015
	Land	Building	Equipment Furniture Vehicles	Water	Sewer Drainage	Roads	Other	Work in Progress			
<b>COST</b>											
Opening balance	\$9,984,913	\$1,984,778	\$2,069,476	\$7,702,915	\$9,029,627	\$8,521,623	\$1,885,841	\$490,797	\$327,090	\$ 41,897,160	\$ 41,392,462
Add: Additions	-	2,562,992	41,333	-	-	877,703	80,183	(451,583)	44,593	3,135,321	604,698
<b>Closing Balance</b>	<b>9,984,913</b>	<b>4,547,770</b>	<b>2,110,809</b>	<b>7,702,915</b>	<b>9,029,627</b>	<b>9,399,326</b>	<b>1,945,824</b>	<b>39,214</b>	<b>371,783</b>	<b>45,132,481</b>	<b>41,997,160</b>
<b>ACCUMULATED AMORTIZATION</b>											
Opening Balance	-	989,766	1,333,925	1,282,177	2,115,896	4,215,094	662,124	-	164,895	10,762,887	9,970,619
Add: Amortization	-	92,665	110,662	117,559	159,174	286,663	76,212	-	7,347	852,502	792,249
<b>Closing Balance</b>	<b>-</b>	<b>1,081,421</b>	<b>1,444,607</b>	<b>1,399,736</b>	<b>2,275,070</b>	<b>4,503,557</b>	<b>738,336</b>	<b>-</b>	<b>172,242</b>	<b>11,615,389</b>	<b>10,762,868</b>
	<b>\$9,984,913</b>	<b>\$3,466,349</b>	<b>\$ 866,202</b>	<b>\$6,303,179</b>	<b>\$6,764,557</b>	<b>\$4,895,769</b>	<b>\$1,207,488</b>	<b>\$ 39,214</b>	<b>\$199,541</b>	<b>\$ 33,517,112</b>	<b>\$ 31,234,292</b>

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

# Schedule 2

## Table of Segmented Information

### Village of Harrison Hot Springs

Schedule 2 - Table of Segmented Information

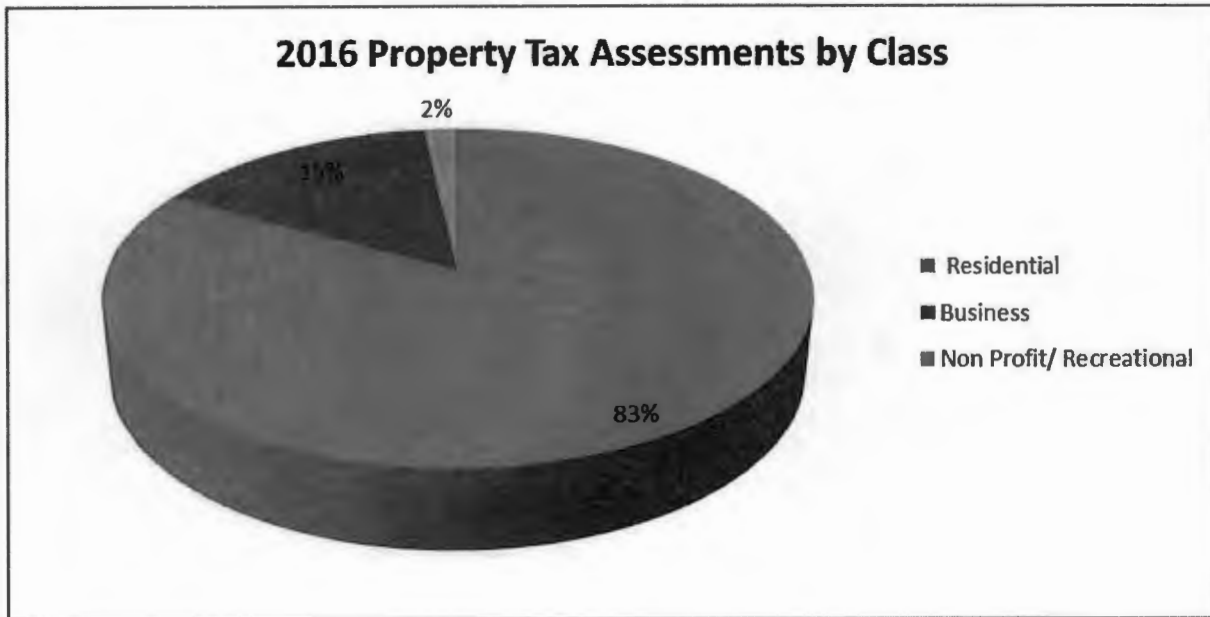
For the Year Ended December 31, 2016

	Legislative	General Government	Protective Services	Development Planning	Engineering, Transportation & Storm Water	Solid Waste	Parks, Recreation & Cultural Services	Wastewater Utility	Water Utility	Budget	2016	2015
<b>Revenues:</b>												
Property Taxes	\$ -	\$ 1,972,081	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,972,400	\$ 1,972,081	\$ 1,920,696
Sale of Services	-	318,863	-	-	-	93,101	46,807	317,848	198,483	928,740	1,171,999	884,381
Utility Service Fees	-	-	-	-	-	-	-	203,089	198,085	394,000	401,154	385,823
Government Transfers	-	1,324,898	-	613,000	-	-	-	-	-	1,929,700	1,937,998	1,036,076
Investment Income	-	44,207	-	-	-	-	-	9,277	1,275	42,400	54,759	56,795
Penalties and Interest	-	44,806	-	-	-	1,136	-	8,827	4,453	48,500	57,222	57,483
Development Cost Charges	-	-	-	-	-	-	-	7,055	-	350,000	7,055	15,480
Other revenue	-	96,558	-	-	-	-	-	8,080	12,300	17,900	117,858	36,848
	-	<b>3,799,211</b>	-	<b>613,000</b>	-	<b>94,237</b>	<b>46,807</b>	<b>763,403</b>	<b>414,676</b>	<b>5,683,840</b>	<b>5,720,434</b>	<b>4,404,342</b>
<b>Expenses:</b>												
Salaries, wages and employee benefits	93,667	461,066	3,825	33,078	281,456	25,025	222,349	183,954	95,512	1,596,300	1,402,953	1,483,863
Operating Materials and supplies	-	11,637	93,282	400	95,230	100	91,286	226,824	47,814	840,550	665,763	585,858
Contracted services	-	11,883	-	117,801	83,689	120,885	14,584	60,057	4,500	363,800	413,209	243,202
Administrative services and supplies	13,672	196,233	34,341	69,076	22,191	-	9,482	16,897	13,518	507,500	375,690	405,987
Utilities	1,065	14,465	4,964	-	39,744	-	22,282	71,715	23,260	151,030	177,435	163,099
Rentals and contractual obligations	-	17,928	38,876	31,000	4,511	-	5,047	-	-	95,850	97,362	97,623
Debt financing	-	18,068	-	-	-	-	-	-	7,542	28,076	25,610	27,472
Amortization	-	157,557	7,164	-	345,188	-	63,559	141,495	117,599	784,900	852,502	792,248
	<b>108,704</b>	<b>885,867</b>	<b>182,432</b>	<b>281,356</b>	<b>871,989</b>	<b>149,010</b>	<b>448,269</b>	<b>700,943</b>	<b>306,846</b>	<b>4,377,120</b>	<b>3,910,514</b>	<b>3,766,729</b>
<b>Annual Surplus (Deficit)</b>	<b>\$ (108,704)</b>	<b>\$ 2,910,344</b>	<b>\$ (182,432)</b>	<b>\$ 361,644</b>	<b>\$ (871,989)</b>	<b>\$ (84,773)</b>	<b>\$ (402,382)</b>	<b>\$ 63,161</b>	<b>\$ 105,731</b>	<b>\$ 1,306,620</b>	<b>\$ 1,809,820</b>	<b>\$ 635,613</b>

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

# Statistics

Village of Harrison Hot Springs					
Property Tax Assessment					
			2016	2015	2014
<u>General</u>	<u>Class</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>
	1	Residential	\$ 320,301,375	\$ 309,095,070	\$ 305,450,972
	6	Business	\$ 58,847,211	\$ 54,119,925	\$ 54,121,470
	8	Non Profit / Recreation	\$ 6,837,600	\$ 6,722,800	\$ 4,234,300



2016 Average tax rate for all purposes includes:	1	6	8
Municipal, Regional District, Hospital District, School and Other	Residential	Business	Recreational
<b>Provincial Average</b>	<b>8.5979</b>	<b>21.0866</b>	<b>10.993</b>
162 municipalities reported			
<b>Harrison Hot Springs</b>	<b>6.9458</b>	<b>19.438</b>	<b>20.3105</b>
Ranking out of 162 (lowest to highest)	56	78	153
<b>Chilliwack</b>	<b>7.8201</b>	<b>16.332</b>	<b>8.033</b>
Ranking out of 162 (lowest to highest)	75	36	45
<b>Kent</b>	<b>7.1015</b>	<b>17.2498</b>	<b>11.7196</b>
Ranking out of 162 (lowest to highest)	59	47	110
<b>Hope</b>	<b>10.7143</b>	<b>25.4548</b>	<b>14.8663</b>
Ranking out of 162 (lowest to highest)	132	126	140

\*\*\*Stats from the Ministry of Community, Sport & Cultural Development

**THE VILLAGE OF HARRISON HOT SPRINGS**

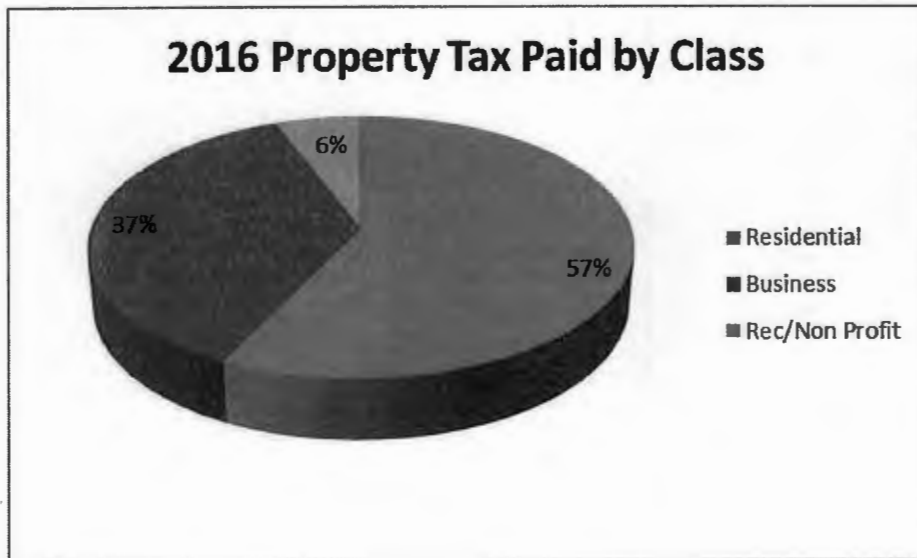
**2016 TAX RATE SCHEDULE**

PROPERTY CLASS	TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)							
	A	B	C	D	E	F	G	
	GENERAL MUNICIPAL	REGIONAL HOSPITAL	REGIONAL DISTRICT	LOCAL/BASIC SCHOOL	MFA	BCAA	POLICE	TOTAL
1. Residential	3.45954	0.21320	0.25650	2.70860	0.00020	0.05430	0.25350	6.94584
2. Utilities	12.10839	0.74620	0.89775	13.50000	0.00070	0.49950	0.88730	28.63984
3. Supportive Housing	3.45954	0.21320	0.25650	0.10000	0.00020	0.00000	0.10000	4.12944
4. Major Industry	11.76244	0.72488	0.87210	5.40000	0.00070	0.49950	0.86190	20.12152
5. Light Industry	11.76244	0.72488	0.87210	5.40000	0.00070	0.15750	0.86190	19.77952
6. Business/Other	12.10839	0.52234	0.62843	5.40000	0.00050	0.15750	0.62110	19.43827
7. Managed Forest Land	10.37862	0.63960	0.76950	2.10000	0.00060	0.31670	0.76050	14.96553
8. Recreation/Non Profit	16.43282	0.21320	0.25650	3.10000	0.00020	0.05430	0.25350	20.31052
9. Farm	3.45954	0.21320	0.25650	6.90000	0.00020	0.05430	0.25350	11.13724

\*\*\*For Municipal tax purposes the Village of Harrison Hot Springs has properties assessed in class 1 Residential, Class 6 Business and Class 8 Recreational only.

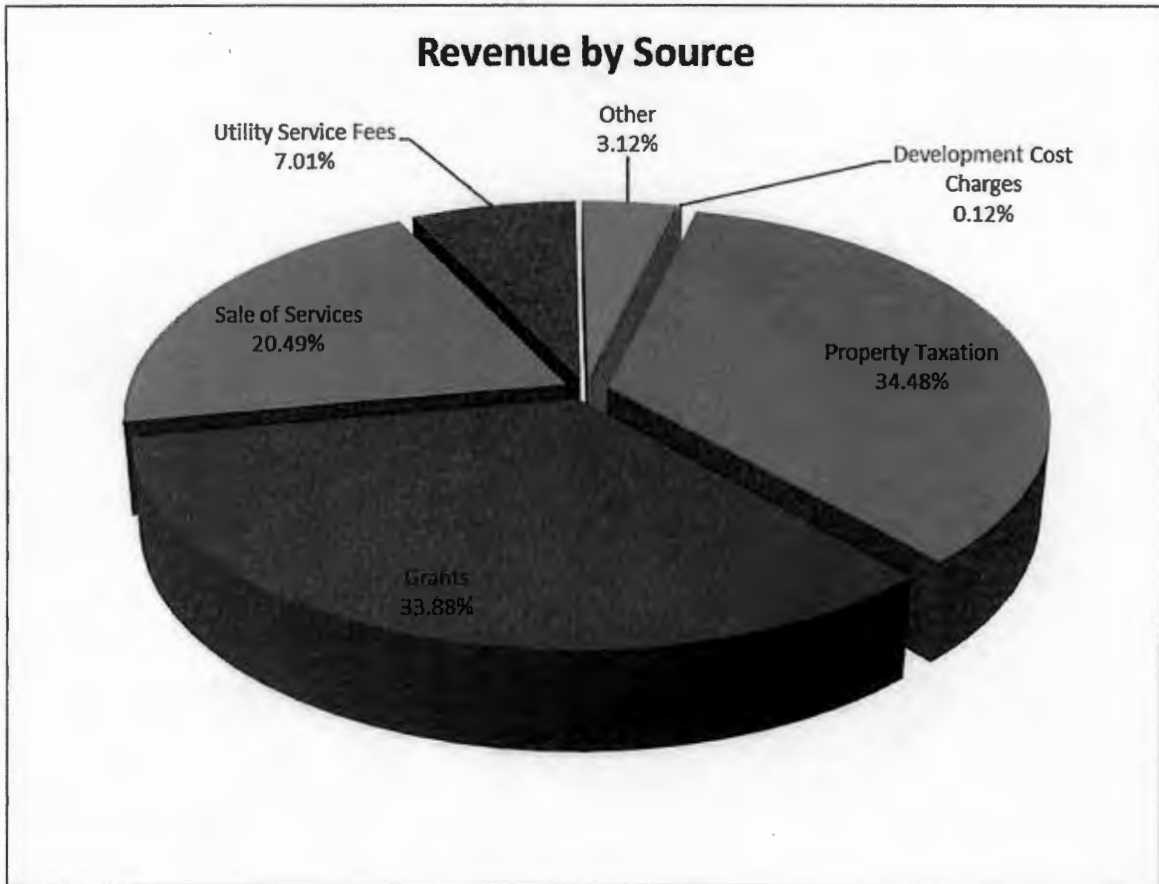
# Statistics

Class	Assessment		Ratio	Total
Residential	\$ 320,301,375	x	1	\$ 320,301,375
Business	58,847,211	x	3.50	205,965,239
Rec/Non Profit	6,837,600	x	4.75	32,478,600
	<b>\$ 385,986,186</b>			
				<b>\$ 558,745,214</b>
<b>Residential Rate</b>				
\$ 1,933,000	=	<b>3.45954</b>	Per \$1,000 of assessed value	
\$ 558,745,214				
<b>Residential</b>	<b>\$ 320,301,375</b>	<b>x</b>	<b>3.45954</b>	<b>\$ 1,108,095</b>
<b>Business</b>	<b>58,847,211</b>	<b>x</b>	<b>12.10838</b>	<b>712,544</b>
<b>Rec/Non Profit</b>	<b>6,837,600</b>	<b>x</b>	<b>16.43280</b>	<b>112,361</b>
				<b>\$ 1,933,000</b>



**Revenue by Source**

Property Taxation	<b>1,972,081</b>
Grants	<b>1,937,998</b>
Sale of Services	<b>1,171,999</b>
Utility Service Fees	<b>401,154</b>
Other (Interest/Penalties/Other)	<b>229,837</b>
Development Cost Charges	<b>7,065</b>
<b>Total</b>	<b>\$ 5,720,134</b>





# **HARRISON HOT SPRINGS**

*Naturally Refreshed*

**Prepared by the Village of Harrison Hot Springs  
Administration and Financial Services Departments  
2016 Annual Report**



## VILLAGE OF HARRISON HOT SPRINGS

## STATEMENT OF DEBTS

4(1)(A) &amp; 4(2)

**GENERAL**

MFA Issue 131 LA bylaw 1052  
 Amortisation 15 years  
 Interest paid in 2016, \$13,200

MIAMI RIVER FLOOD PUMP

**2015**  
 \$ 600,000

**Principal payment**  
 \$31,095

**2016**  
 \$568,905

**WATER**

Interim Financing LA bylaw 885  
 Repayment by 2020  
 Interest paid in 2016, \$7,541

WATER RESERVOIR

**2015**  
 \$550,000

**Principal payment**  
 \$100,000

**2016**  
 \$440,000

**VILLAGE OF HARRISON HOT SPRINGS**  
**Remuneration and Expenses for Elected Officials**

**2016**

**6(1)**

Name	Remuneration	Expense Allowance*	Paid Expenses
Facio, Leo – Mayor	\$30,000.00	\$10,000.00	\$4236.14
Buckley, John	\$15,000.00	\$5,000.00	\$1034.32
Hansen, John	\$15,000.00	\$5,000.00	\$0.00
Piper, Samantha	\$15,000.00	\$5,000.00	\$900.83
Reyerse, Sonja	\$15,000.00	\$5,000.00	\$387.00

\*Specified as an expense allowance included in remuneration.

**VILLAGE OF HARRISON HOT SPRINGS**

**Employee Remuneration over \$75,000**

**2016**

**6(2)**

Name	Title	Remuneration	Expenses
Jones, Tracey	Finance Officer	\$80,265.65	\$7,921.30
Key, Debra	Corporate Officer/Deputy Chief Administrative Officer	\$93,613.94	\$698.36
McDonald, Madeline	Chief Administrative Officer	\$93,062.10	\$1,936.88
Kafi, Tahir	Public Works Foreman	\$78,495.87	\$3,930.60

**VILLAGE OF HARRISON HOT SPRINGS**

**Consolidated Remuneration for Employees under \$75,000**

**2016**

**6(3)**

	<u>Remuneration</u>
Consolidated total – under \$75,000	<u>\$587,156.84</u>

VILLAGE OF HARRISON HOT SPRINGS

Schedule of Remuneration and Expenses

2016

6(6)

Report on Employers EI & CPP	
EI	\$21,787.70
CPP	\$42,137.10

Village of Harrison Hot Springs

7 (1) (a) Schedule of Suppliers exceeding \$25,000

7 (1) (b) Consolidatee total of supplier payments less than \$25,000

Name	Amount
1071053 BC LTD	\$ 32,156.25
BC ASSESSMENT	\$ 27,753.53
BC HYDRO	\$ 150,785.23
BOWRIO WATER TECHNOLOGIES	\$ 26,209.88
CLEARTECH INDUSTRIES INC.	\$ 85,361.41
CTQ CONSULTANTS LTD	\$ 430,276.84
DESJARDINS CARD SERVICES	\$ 57,171.33
DISTRICT OF KENT	\$ 38,934.44
FIRST CLASS WASTE SERVICES INC.	\$ 96,912.46
FRASER VALLEY REGIONAL DISTRICT	\$ 279,191.92
FRASER VALLEY REGIONAL LIBRARY	\$ 61,346.00
GEA MECHANICAL EQUIPMENT CANADA, INC.	\$ 72,529.42
GERRY ENNS CONTRACTING LTD.	\$ 436,953.37
GESCAN	\$ 48,944.00
HARRISON MARINE GROUP	\$ 76,162.10
HARRISON TOURISM SOCIETY	\$ 503,286.31
KWC PLANNING SERVICES	\$ 50,703.31
LANDUSTRIE SNEEK BV	\$ 268,899.00
MINISTER OF FINANCE AND	\$ 969,926.22
MOONLITE ELECTRIC	\$ 75,373.10
MUNICIPAL FINANCE AUTHORITY	\$ 110,096.09
MUNICIPAL INSURANCE ASSOCIATION OF BC	\$ 61,651.00
MUNICIPAL PENSION PLAN	\$ 164,043.01
PACIFIC BLUE CROSS	\$ 47,305.04
PRECISE PARKLINK	\$ 40,690.73
RECEIVER GENERAL	\$ 311,261.11
TIMBRO CONTRACTING	\$ 2,001,462.24
VALLEY TANK & CONTAINER SERVICE LTD.	\$ 35,954.59
Payments Made (Vendors Over \$25000)	<u>\$ 6,561,339.93</u>
Miscellaneous Payments (\$25000 and Under)	<u>\$ 928,186.03</u>
TOTAL Payments	<u>\$ 7,489,525.96</u>

Village of Harrison Hot Springs		
7 (2) b	Statement of payments of grants or contributions	<u>2016</u>
	Agassiz Agriculture and Horticulture Association	\$ 150.00
	Agassiz Baseball	\$ 500.00
	Agassiz-Harrison Community Services	\$ 500.00
	Agassiz-Harrison Historical Society	\$ 500.00
	Harrison Highlanders Pipe Band	\$ 500.00
	The Help Project	\$ 1,000.00
	Kent/Harrison Search and Rescue	\$ 2,500.00
	Miami River Streamkeepers	\$ 550.00
	Fort McMurray Relief	\$ 1,000.00
	Kent/Harrison Arts Council	\$ 2,000.00
	<b>Total</b>	<b>\$ 9,200.00</b>

VILLAGE OF HARRISON HOT SPRINGS

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorised by the Financial Information Regulation, Schedule 1, subsection 9 (2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

\_\_\_\_\_  
Madeline McDonald  
Chief Administrative Officer

June 19, 2017

\_\_\_\_\_  
Leo Facio  
Mayor, on behalf of Council

June 19, 2017



**HARRISON HOT SPRINGS**

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*Naturally Refreshed*

## **Village of Harrison Hot Springs**

**Financial Statements**

**December 31, 2016**

# Village of Harrison Hot Springs

December 31, 2016

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<b>Financial Statements</b>	
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Independent Auditors' Report	2
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Statement of Change in Net Financial Assets	5
Statement of Cash Flows	6
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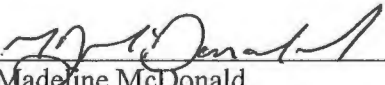
## Management's Responsibility for Financial Reporting

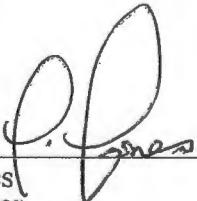
The financial statements of the Village of Harrison Hot Springs (the Village) are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards, consistently applied and appropriate in the circumstances. The preparation of the financial statements requires the use of estimates which have been made using careful judgement. In management's opinion, the financial statements have been properly prepared within the framework of the accounting policies summarized in the financial statements and incorporate within reasonable limits of materiality, all information available as of the audit date. The financial statements have also been reviewed and approved by the Mayor and Council of the Village.

Management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorised and recorded in compliance with legislative and regulatory requirements and that reliable financial information is available on a timely basis. These systems are monitored and evaluated by management. Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The financial statements have been examined by the Village's independent external auditor, BDO Canada LLP in accordance with Canadian generally accepted auditing standards. The external auditor's responsibility is to express their opinion on whether the financial statements, in all material respects, fairly present the Village's financial position, results of operations, changes in net financial assets and cash flows in accordance with Canadian public sector accounting standards. Their Independent Auditor's Report outlines the scope of their examination and their opinion.

The external auditor has full and open access to all records of the Village and has direct access to management and Council when required.

  
\_\_\_\_\_  
Madeline McDonald  
Chief Administrative Officer  
May 1, 2017

  
\_\_\_\_\_  
Tracey Jones  
Financial Officer  
May 1, 2017



Tel: 604 688 5421  
Fax: 604 688 5132  
vancouver@bdo.ca  
www.bdo.ca

BDO Canada LLP  
600 Cathedral Place  
925 West Georgia Street  
Vancouver BC V6C 3L2 Canada

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## Independent Auditor's Report

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To the Mayor and Council of the Village of Harrison Hot Springs

We have audited the accompanying financial statements of the Village of Harrison Hot Springs, which comprise the Statement of Financial Position as at December 31, 2016, and the Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

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

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

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

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Harrison Hot Springs as at December 31, 2016, and the results of its operations, changes in net financial assets and cash flows for the year then ended, in accordance with Canadian public sector accounting standards.

### Emphasis of Matter

Without modifying our opinion, we draw attention to Note 21 to the financial statements, which explains that certain comparative information for the year ended December 31, 2015 has been restated.

### Other Matter

The financial statements of the Village of Harrison Hot Springs for the year ended December 31, 2015 were audited by other auditors who expressed an unqualified opinion on those financial statements on May 2, 2016.

*BDO Canada LLP*

Chartered Professional Accountants

Vancouver, British Columbia  
May 1, 2017

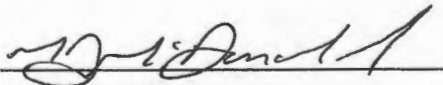
BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.


# Village of Harrison Hot Springs

## Statement of Financial Position

As at December 31, 2016

	2016	2015 Restated Note 20
<b>Financial assets</b>		
Cash (Note 2)	7,208,557	7,794,822
Accounts Receivable (Note 3)	896,906	820,704
MFA Deposits (Note 4)	6,287	6,103
	<b>8,111,750</b>	<b>8,621,629</b>
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities (Note 5)	420,142	393,735
Employee Future Benefits (Note 6)	93,800	78,000
Developer's Deposits and Other Trust Liabilities (Note 7)	377,665	378,097
Deferred Revenue (Note 8)	263,093	500,267
Development Cost Charges (Note 9)	1,575,819	1,212,301
Capital lease (Note 10)	106,046	139,211
Long-term debt (Note 11)	568,905	600,000
Interim financing debt (Note 12)	440,000	550,000
	<b>3,845,470</b>	<b>3,851,611</b>
<b>Net financial assets</b>	<b>4,266,280</b>	<b>4,770,018</b>
<b>Non-financial assets</b>		
Tangible Capital Assets (Note 13, Schedule 1)	33,517,112	31,234,292
Prepaid expenses	65,840	35,302
	<b>33,582,952</b>	<b>31,269,594</b>
<b>Accumulated surplus</b>	<b>37,849,232</b>	<b>36,039,612</b>
Represented by:		
Operating fund (Note 15)	3,147,858	3,385,784
Appropriated Surplus (Note 15)	1,040,150	1,690,730
Statutory Reserves (Note 15)	1,259,060	1,018,016
Equity in tangible capital assets (Note 14)	32,402,164	29,945,082
	<b>37,849,232</b>	<b>36,039,612</b>

  
 Madeline McDonald,  
 Chief Administrative Officer

  
 Leo Pacio  
 Mayor

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

# Village of Harrison Hot Springs

## Statement of Operations

for the year ended December 31, 2016

	Budget ( Note 22)	2016	2015
<b>Revenue</b>			
Property Taxes (Note 16)	1,972,400	1,972,081	1,920,696
Sale of Services (Note 17)	928,740	1,171,999	884,361
Utility Service Fees (Note 18)	394,000	401,154	395,923
Government Transfers (Note 19)	1,929,700	1,937,998	1,036,076
Investment Income	42,400	54,759	56,795
Penalties and interest	48,500	57,222	57,464
Development Cost Charges (Note 9)	350,000	7,065	16,480
Other revenue	17,900	117,856	36,548
	<b>5,683,640</b>	<b>5,720,134</b>	<b>4,404,343</b>
<b>Expenses (Note 23)</b>			
Legislative Services	130,750	108,704	109,463
General Government	916,320	888,867	1,065,420
Protective Services	241,050	182,432	181,428
Public Works	381,450	410,781	266,367
Transportation Services	473,900	455,551	389,137
Public Health	5,200	5,657	3,838
Planning and Development	233,400	156,114	33,422
Tourism, Community and Economic Development	89,800	95,242	146,511
Sustainability	10,800	7,711	9,559
Solid Waste Management and Recycling	194,400	141,299	171,070
Beaches, Parks, Recreation and Culture	566,050	448,369	434,127
Water Services	374,900	308,845	358,300
Sewer Services	759,100	700,942	600,088
	<b>4,377,120</b>	<b>3,910,514</b>	<b>3,768,730</b>
<b>Annual surplus</b>	<b>1,306,520</b>	<b>1,809,620</b>	<b>635,613</b>
Accumulated surplus, beginning of year re-stated (Note 15 , 20)	36,039,612	36,039,612	35,403,999
	<b>37,346,132</b>	<b>37,849,232</b>	<b>36,039,612</b>

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

# Village of Harrison Hot Springs

## Statement of Change in Net Financial Assets

For the Year Ended December 31, 2016

	Budget ( Note 22)	2016	2015
Annual Surplus	1,306,520	1,809,620	635,613
Acquisition of tangible capital assets	(3,664,300)	(3,135,321)	(604,698)
Amortization Note1., Schedule 1	794,000	852,502	792,248
	(1,563,780)	(473,199)	823,163
Acquisition of prepaid expenses	-	(65,840)	(35,302)
Use of prepaid expenses	-	35,302	54,696
	-	(30,538)	19,394
<b>Increase (decrease) in net financial assets</b>	<b>(1,563,780)</b>	<b>(503,737)</b>	<b>842,557</b>
Net financial assets, beginning of year	4,770,018	4,770,018	3,927,461
<b>Net financial assets, end of year</b>	<b>3,206,238</b>	<b>4,266,281</b>	<b>4,770,018</b>

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

# Village of Harrison Hot Springs

## Statement of Cash Flows

For the Year Ended December 31, 2016

	2016	2015
<b>Cash provided by (used in):</b>		
<b>Operating Transactions</b>		
Annual surplus	1,809,620	635,613
<b>Non Cash items:</b>		
Amortization	852,502	792,248
<b>Changes to cash items:</b>		
Accounts receivable	(76,202)	(14,965)
MFA Deposits	(184)	(6,103)
Accounts payable and accrued liabilities	25,976	(31,359)
Prepaid expenses	(30,538)	19,394
Employee Future Benefits	15,800	-
Deferred revenue	(237,174)	(148,669)
Development Cost Charges	363,518	234,280
<b>Net change in cash from operating transactions</b>	<b>2,723,318</b>	<b>1,480,439</b>
<b>Capital Transactions:</b>		
Acquisition of tangible capital assets	(3,135,321)	(604,698)
<b>Net change in cash from capital transactions</b>	<b>(3,135,321)</b>	<b>(604,698)</b>
<b>Financing Transactions</b>		
Debt repayment	(174,262)	(82,120)
Proceeds from Debt	-	600,000
<b>Net change in cash from financing transactions</b>	<b>(174,262)</b>	<b>517,880</b>
<b>Net change in cash</b>	<b>(586,265)</b>	<b>1,393,621</b>
Cash at beginning of year	7,794,822	6,401,201
<b>Cash, end of year</b>	<b>7,208,557</b>	<b>7,794,822</b>

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

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 1. Significant Accounting Policies

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

#### a. Basis of reporting

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

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

#### b. Revenue Recognition

The Village recognizes the transfer of government funding as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Sale of services and user fees are recognized when the service or product is provided by the Village. All other revenue is recognized as it is earned and is measurable. Revenue unearned in the current period is recorded as deferred revenue and is recognized as revenue in the fiscal year the services are performed.

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into separate deferred revenue liability accounts for specific future capital expenses. In accordance with Canadian public sector accounting standards, the Village records these funds as restricted revenue which is then recognized when the related costs are incurred.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 1. Significant Accounting Policies

#### c. Financial Instruments

The Village's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, long-term debt and interim financing debt. It is management's opinion that the Village is not exposed to significant interest, currency or credit risk arising from these financial instruments.

#### d. Non-financial Assets

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

##### i. Tangible Capital Assets

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

Asset	Useful Life - Years
Land improvements	10-25
Parks infrastructure	10-50
Buildings	40-50
Machinery, furniture and equipment	5-10
IT infrastructure	4-10
Vehicles	5-20
Roads infrastructure	15-75
Water infrastructure	10-100
Sewer infrastructure	10-100
Drainage infrastructure	10-100

##### ii. Contributions of tangible capital assets

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

##### iii. Works of art and cultural and historic assets

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

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 1. Significant Accounting Policies

#### d. Non-financial Assets

##### iv. Leased tangible capital assets

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

#### e. Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Areas requiring the greatest degree of estimation include employee future benefits and useful lives of tangible capital assets.

#### f. Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the Village is directly responsible or accepts responsibility;
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

The Village has determined that as of December 31, 2016, no contamination in excess of an environmental standard exists to land not in productive use for which the Village is responsible.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 2. Cash

	2016	2015
Restricted cash		
Statutory Reserves	\$ 1,259,060	\$ 1,018,016
Non-Statutory Reserves	1,040,150	1,690,730
Development Cost Charges/Deposits in Trust	2,216,577	1,903,407
	4,515,787	4,612,153
Unrestricted cash	2,692,770	3,182,669
Total cash	\$ 7,208,557	\$ 7,794,822

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### 3. Account Receivable

	2016	2015
Accounts Receivable - Property Taxes	\$ 416,984	\$ 329,001
Accounts Receivable - Other Governments	150,869	189,979
Accounts Receivable - Trade and Other	329,053	301,724
	\$ 896,906	\$ 820,704

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### 4. Municipal Finance Authority Deposits

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

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

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 5. Accounts Payable and Accrued Liabilities

	2016	2015
Trade and Other	\$ 230,886	\$ 316,845
Holdbacks payable	55,884	10,103
Other government	62,737	1,040
Accrued Employee benefits	70,635	65,747
	<b>\$ 420,142</b>	<b>\$ 393,735</b>

### 6. Employee Future Benefits

#### Sick Pay

The Village provides paid sick leave to qualifying employees, this benefit accrues at two days of sick leave per month. At the end of each calendar year 2/3 of the unused portion of sick leave is vested up to a maximum of 360 days. The amount recorded for this benefit is based on an actuarial evaluation prepared by an independent firm and will be reviewed on a periodic basis. The date of the last actuarial evaluation was as of December 31, 2015.

#### Retirement Allowance

A regular employee who retires under the provisions of the Municipal Pension Plan is entitled to a retirement benefit as outlined in the Collective Agreement and Management Policy. In all instances, the rate of pay used in the calculation of the retirement benefit shall be the rate of pay applicable on the last day worked. The amount recorded for this benefit in 2016 is based on an actuarial evaluation prepared by an independent firm and will be reviewed on a periodic basis. The date of the last actuarial evaluation was as of December 31, 2015.

As of December 31, 2016, \$93,800 (2015 - \$78,000) of the accrued benefit liability has been charged to operations. The significant actuarial assumptions adopted in measuring the Village's accrued benefit liability for Sick Pay and Retirement Allowance are as follows:

	2016	2015
Discount rates	1.90%	1.90%
Expected future inflation	1.75%	1.75%

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 6. Employee Future Benefits

#### Accrued Benefit Obligation as at December 31, 2016

	2016	2015
Beginning benefit obligation	\$ 78,000	\$ 58,600
Current service cost	20,500	22,900
Interest on accrued benefit obligation	1,800	1,500
Actuarial (gain) loss	-	-
Benefits paid during the year	(6,500)	(5,000)
Ending benefit obligation	93,800	78,000
Less Unamortized net actuarial (loss)	-	-
Accrued Benefit Liability	\$ 93,800	\$ 78,000

### 7. Developers Deposits and Other Trust Liabilities

	2016	2015
Property and event damage deposits	\$ 40,450	\$ 14,306
Developers Deposit	335,959	335,406
Community groups funds held in trust	1,256	28,385
	\$ 377,665	\$ 378,097

### 8. Deferred Revenue

	2016	2015
Prepaid taxes	\$ 125,096	\$ 131,482
Facility rentals and other	137,997	368,785
	\$ 263,093	\$ 500,267

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 9. Development Cost Charges

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer DCC	\$ 875,607	\$ 143,156	\$ 10,427	\$ 7,065	\$ 1,022,125
Water DCC	266,919	103,360	3,498	-	373,777
Drainage DCC	44,266	65,265	847	-	110,378
Parks DCC	25,509	43,510	520	-	69,539
	\$ 1,212,301	\$ 355,291	\$ 15,292	\$ 7,065	\$ 1,575,819

### 10. Capital Lease

In 2013, the Village entered into a 4 year capital lease agreement with the Municipal Finance Authority to finance the acquisition of two pick-up trucks. In 2014, the Village entered into a capital lease agreement with Caterpillar Financial Services Limited to finance the acquisition of a new backhoe in the amount of \$132,725. The term of the lease is five years with an option to purchase at the end of the lease of \$47,723.

Changes in capital lease are as follows:

	2016	2015
Balance, January 1,	\$ 139,212	\$ 171,331
Less: Principal repayments	(33,166)	(32,120)
Balance, December 31	\$ 106,046	\$ 139,211

The minimum lease payments over the next three years of the leases are as follows:

2017	\$ 30,425
2018	22,902
2019	62,133
Less: Amount representing interest	(9,414)
	\$ 106,046

Total interest expense during the year was \$4,868. Total interest over the term of the leases is \$22,660.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 11. Long-Term Debt

In 2015 the Village borrowed funds under loan authorisation bylaw 1052. MFA Issue 131 has an amortization period of 15 years at 2.2% interest for the first 10 years of the term. Early repayment options exist at the rate **reset date of 10 years.**

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
General Fund					
MFA Issue 131	\$ 600,000	\$ -	\$ 31,095	\$ -	\$ 568,905

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

	GENERAL	WATER	SEWER
2017	\$ 31,095	\$ -	\$ -
2018	\$ 31,095	\$ -	\$ -
2019	\$ 31,095	\$ -	\$ -
2020	\$ 31,095	\$ -	\$ -
2021	\$ 31,095	\$ -	\$ -
Thereafter	\$ 413,430	\$ -	\$ -
<b>Total</b>	<b>\$ 568,905</b>	<b>\$ -</b>	<b>\$ -</b>

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

### 12. Interim Financing Debt

In 2009 the Village borrowed \$1,500,000 under the Interim Financing Program from the Municipal Finance Authority of British Columbia under Loan Authorisation Bylaw 885, for the purpose of constructing a new water reservoir. In 2015 the Village received an extension and has until 2021 to pay back the principal amount. Any principal balance unpaid will be converted into long-term debt at that time. The Village can pay down any amount on the principal in the next year. Interest was paid monthly in 2016 at daily interest rates that varied between 1.31% and 1.44%. During 2016 the Village paid \$7,541 in interest (2015 \$8,018).

	2016	2015
Beginning Balance Jan 1,	\$ 550,000	\$ 600,000
Principal repayments	(110,000)	(50,000)
Ending Balance, December 31	\$ 440,000	\$ 550,000

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 13. Tangible Capital Assets

	2016	2015
Land and improvements	\$ 9,984,913	\$ 9,984,913
Buildings	3,466,349	996,021
Machinery, equipment, furniture, IT and vehicles	666,202	735,551
Engineering Structures:		
Engineering structures - water	6,303,179	6,420,738
Engineering structures - sewer and drainage	6,754,557	6,913,732
Engineering structures - roads	4,895,669	4,306,829
Engineering structures - parks and other	1,207,488	1,223,517
Other tangible capital assets	199,541	162,195
Work in Progress	39,214	490,796
<b>Total</b>	<b>\$ 33,517,112</b>	<b>\$ 31,234,292</b>

For additional information, see Schedule of Tangible Capital Assets. (Schedule 1)

Included in equipment, furniture and vehicles are vehicles and equipment purchased under capital leases totalling \$209,626 with accumulated amortization to the end of 2016 of \$58,234.

### 14. Equity in Tangible Capital Assets

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

	2016	2015
Equity in TCA, beginning of year	\$ 29,945,082	\$ 30,650,512
Add:		
Capital Expenditures	3,135,322	604,698
Debt Repayments	174,262	82,120
Less:		
Proceeds from Long Term Debt	-	(600,000)
Amortization	(852,502)	(792,248)
<b>Equity in TCA, end of year</b>	<b>\$ 32,402,164</b>	<b>\$ 29,945,082</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 15. Accumulated Surplus

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

	2016	2015
Surplus:		
Invested in tangible capital assets	\$ 32,402,164	\$ 29,945,082
Operating Fund	3,147,858	3,385,784
<b>Total surplus</b>	<b>35,550,022</b>	<b>33,330,866</b>
Reserves set aside by Council:		
Appropriated Surplus:		
Community Recreation	1,803	406,114
Assessment appeal	127,275	125,901
Beach	36,777	36,379
Building	60,641	59,985
Contingencies	11,088	10,969
Dock replacement	11,064	10,944
Boat Launch	40,332	20,069
Flood box / drainage	15,045	14,883
General	28,449	28,141
Insurance	9,635	9,531
Memorial Hall restoration	5,381	5,323
Parking / traffic management	55,511	54,910
Office Equipment	32,586	22,320
Property	45,914	45,418
Road/Sidewalk	13,046	12,905
Sick leave/Retirement	49,317	42,987
Community Works Fund	117,063	318,900
Sewer	364,470	341,290
Water	14,753	123,761
<b>Total Appropriated Surplus</b>	<b>1,040,150</b>	<b>1,690,730</b>
Statutory Fund Reserves:		
Community amenities	149,289	148,016
Fire department capital	236,640	214,249
Land unexpended funds	12,754	12,616
Parkland acquisition	126,108	124,743
Public works capital	47,968	17,709
Sewage treatment replacement	585,266	400,742
Sewer unexpended funds	80,815	79,940
Port Divestiture income	20,220	20,001
<b>Total Statutory Fund Reserves</b>	<b>1,259,060</b>	<b>1,018,016</b>
	<b>\$ 37,849,232</b>	<b>\$ 36,039,612</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 16. Property Taxes

The Village is reliant upon one taxpayer for approximately 17.09 % (2015, 17.15%) of the municipal property tax revenue. Taxation revenue, reported on the statement of operations, is made up of the following:

	Budget	2016	2015
Taxes collected			
Municipal property taxes	\$ 1,933,000	\$ 1,932,456	\$ 1,883,594
1 % Utility taxes	34,300	34,331	32,035
Payments in lieu of taxes	5,100	5,352	5,063
School taxes	1,278,400	1,240,214	1,253,344
Regional District	122,040	122,284	116,946
Regional hospital district	101,436	101,642	101,518
Police tax	120,500	120,856	118,126
Other agencies	29,300	27,850	28,720
	<b>3,624,076</b>	<b>3,584,985</b>	<b>3,539,346</b>
Less transfers to other governments			
School taxes paid	1,278,400	1,240,213	1,253,344
Regional district taxes paid	122,040	122,318	116,944
Regional hospital district taxes paid	101,436	101,667	101,517
Police taxes paid	120,500	120,856	118,125
Other agencies taxes paid	29,300	27,850	28,720
	<b>1,651,676</b>	<b>1,612,904</b>	<b>1,618,650</b>
	<b>\$ 1,972,400</b>	<b>\$ 1,972,081</b>	<b>\$ 1,920,696</b>

### 17. Sale of Services

	Budget	2016	2015
Sewer user fees	\$ 500,000	\$ 517,845	\$ 501,289
Water user fees	195,520	198,483	190,279
Curbside collection fees	98,000	93,101	92,093
Pay Parking Revenue	-	201,922	-
Licenses and permits	74,970	95,882	48,713
Facility rentals	47,500	46,007	46,986
Fines	9,250	15,141	1,525
Other	3,500	3,618	3,476
	<b>\$ 928,740</b>	<b>\$ 1,171,999</b>	<b>\$ 884,361</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 18. Utility Service Fees

	Budget	2016	2015
Sewer service utility fee - residential	\$ 179,000	\$ 182,549	\$ 180,225
Sewer service utility fee - business	20,000	20,540	19,830
Water service utility fee - residential	174,000	176,605	174,834
Water service utility fee - business	21,000	21,460	21,034
<b>Total</b>	<b>\$ 394,000</b>	<b>\$ 401,154</b>	<b>\$ 395,923</b>

### 19. Government Transfers

The Government transfers reported on the Statement of Operations are:

	Budget	2016	2015
Provincial:			
Conditional			
Infrastructure - Miami River Dike Pump Station	\$ 423,700	\$ 437,256	\$ 123,132
Resort Municipality Initiative	635,900	613,000	145,915
Other	11,000	9,972	3,758
Unconditional	321,000	326,087	321,239
Federal			
Conditional			
Infrastructure - Miami River Dike Pump Station	423,700	437,256	123,132
Gas tax	114,400	114,427	318,900
	<b>\$ 1,929,700</b>	<b>\$ 1,937,998</b>	<b>\$ 1,036,076</b>

### 20. Comparative Figures

Certain comparative amounts have been restated to conform with the current year's presentation.

### 21. Prior period adjustment

As set out in Note 6, the Village accounts for its employee future benefits on an accrual basis. In the prior year, the amount was included in an Appropriated Surplus category instead of as a liability. These financial statements retroactively correct for this. The impact of this retroactive adjustment was to:

- Increase reported amount of employee future benefits liability for 2015 by \$78,000
- Decrease reported amount of Net financial assets and accumulated surplus for 2015 by \$78,000
- Decrease balance of Appropriated Surplus for 2015 by \$78,000
- Decrease closing balance for 2014 and opening balance for 2015 of Net financial assets and accumulated surplus by \$78,000

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

### 22. Budget Data

The data presented in these financial statements is based upon the 2016 operating and capital budgets adopted by Council on May 2, 2016. The table below reconciles the approved balanced budget to the budget figures reported in these financial statements.

2016 Adopted Operating and Capital Budget	Budget Amount
Revenues:	
Operating budget	\$ 4,377,120
Capital budget	4,080,620
<b>Total revenue</b>	<b>8,457,740</b>
Expenses:	
Operating budget	4,377,120
Capital Budget	4,080,620
<b>Total expenses</b>	<b>8,457,740</b>
<b>Budgeted surplus (deficit)</b>	<b>\$ -</b>
Add:	
Capital expenses	\$ 3,664,300
Transfers to reserves	244,520
Principal repayments	171,800
Less:	
Transfers from reserves	(963,600)
Appropriation from Surplus	(1,016,500)
Amortization	(794,000)
<b>Annual budgeted surplus (see statement of operations)</b>	<b>\$ 1,306,520</b>

### 23. Classification of Expenses by Object

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

	Budget	2016	2015
Salaries, wages and employee benefits	\$ 1,596,300	\$ 1,402,953	\$ 1,483,864
Operating Materials and supplies	840,550	565,753	565,655
Contracted services	363,800	413,209	243,202
Administrative services and supplies	507,500	375,690	405,967
Utilities	151,050	177,435	153,099
Rentals and contractual obligations	95,850	97,362	97,523
Debt financing	28,070	25,610	27,172
Amortization	794,000	852,502	792,248
<b>Total expenditures by object</b>	<b>\$ 4,377,120</b>	<b>\$ 3,910,514</b>	<b>\$ 3,768,730</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 24. Commitments and Contingencies

- a. The municipality and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The Village of Harrison Hot Springs paid \$87,504 (2015 \$91,780) for employer contributions to the Plan in fiscal 2016.

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

- b. Debts of the Fraser Valley Regional District are, under provisions of the Local Government Act, a direct, joint and several liability of the District and each member municipality within the District, including the Village of Harrison Hot Springs.
- c. The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange are in every case several, not joint and several. The Village irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- d. The Village has an agreement with the Harrison Hot Springs Tourism Society to provide annual funding of \$31,000. The term of the agreement ends December 31, 2018.
- e. In 2014, the Ministry of Environment directed the Village to assess any potential effects the closure of the landfill in 1983 has on well water. Water samples were taken and the results prompted the Ministry to direct the Village to drill test wells and monitor the water which began in 2015. The Village is to continue this process for the years 2017-2021 at which time the results will determine if any further action is required.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2016

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### 25. Segmented Disclosures

The Table of Segmented Information - Schedule 2 has been prepared in accordance with PS2700 Segmented Disclosures. Segmented information has been identified based upon functional activities provided by the Village. For each reported segment, revenue and expenses represent amounts directly attributable to the functional activity and amounts allocated on a reasonable basis. The functional areas that have been separately disclosed in the segmented information, along with services they provide are as follows:

#### **Legislative Services**

Legislative services includes Council and legislative services

#### **General Government**

General government includes taxation, sale of services, government transfers, investment income and administrative services for the general fund

#### **Protective Services**

Protective Services includes the volunteer fire department, emergency measures and bylaw enforcement

#### **Development and Planning**

Development and Planning includes economic development, planning, land development, community development and tourism

#### **Engineering, Transportation and Storm Water**

Engineering, transportation and storm water services include engineering, fleet, public health, roads, sidewalk, storm sewers and transit

#### **Solid Waste**

Solid waste includes sustainability, curbside collection, recycling and organic waste

#### **Parks, Recreation and Cultural Services**

Parks, recreation and cultural services includes the maintenance of the beachfront, parks and cultural facilities within the Village

#### **Wastewater Utility**

Wastewater includes the wastewater collection system, lift stations and wastewater treatment plant

#### **Water Utility**

Water includes the water collection, treatment and distribution of potable water

# Village of Harrison Hot Springs

## Schedule 1 - Statement of Tangible Capital Assets

For the Year Ended December 31, 2016

	Engineered Structures								Other Tangible Capital Assets	2016	2015
	Land	Building	Equipment Furniture Vehicles	Water	Sewer Drainage	Roads	Other	Work In Progress			
<b>COST</b>											
Opening balance	\$9,984,913	\$1,984,778	\$2,069,476	\$7,702,915	\$9,029,627	\$8,521,923	\$1,885,641	\$490,797	\$327,090	\$41,997,160	\$41,392,462
Add: Additions	-	2,562,992	41,333	-	-	877,703	60,183	(451,583)	44,693	3,135,321	604,698
<b>Closing Balance</b>	<b>9,984,913</b>	<b>4,547,770</b>	<b>2,110,809</b>	<b>7,702,915</b>	<b>9,029,627</b>	<b>9,399,626</b>	<b>1,945,824</b>	<b>39,214</b>	<b>371,783</b>	<b>45,132,481</b>	<b>41,997,160</b>
<b>ACCUMULATED AMORTIZATION</b>											
Opening Balance	-	988,756	1,333,925	1,282,177	2,115,896	4,215,094	662,124	-	164,895	10,762,867	9,970,619
Add: Amortization	-	92,665	110,682	117,559	159,174	288,863	76,212	-	7,347	852,502	792,249
<b>Closing Balance</b>	<b>-</b>	<b>1,081,421</b>	<b>1,444,607</b>	<b>1,399,736</b>	<b>2,275,070</b>	<b>4,503,957</b>	<b>738,336</b>	<b>-</b>	<b>172,242</b>	<b>11,615,369</b>	<b>10,762,868</b>
	<b>\$9,984,913</b>	<b>\$3,466,349</b>	<b>\$666,202</b>	<b>\$6,303,179</b>	<b>\$6,754,557</b>	<b>\$4,895,669</b>	<b>\$1,207,488</b>	<b>\$39,214</b>	<b>\$199,541</b>	<b>\$33,517,112</b>	<b>\$31,234,292</b>

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

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Schedule 2 - Table of Segmented Information

For the Year Ended December 31, 2016

	Legislative	General Government	Protective Services	Development Planning	Engineering, Transportation & Storm Water	Solid Waste	Parks, Recreation & Cultural Services	Wastewater Utility	Water Utility	Budget	2016	2015
<b>Revenue:</b>												
Property Taxes	\$ -	\$ 1,972,081	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,972,400	\$ 1,972,081	\$ 1,920,696
Sale of Services	-	316,563	-	-	-	93,101	46,007	517,845	198,483	928,740	1,171,999	884,361
Utility Service Fees	-	-	-	-	-	-	-	203,089	198,065	394,000	401,154	395,923
Government Transfers	-	1,324,998	-	613,000	-	-	-	-	-	1,929,700	1,937,998	1,036,076
Investment Income	-	44,207	-	-	-	-	-	9,277	1,275	42,400	54,759	56,795
Penalties and interest	-	44,806	-	-	-	1,136	-	6,827	4,453	48,500	57,222	57,463
Development Cost Charges	-	-	-	-	-	-	-	7,065	-	350,000	7,065	16,480
Other revenue	-	96,556	-	-	-	-	-	9,000	12,300	17,900	117,856	36,548
	-	<b>3,799,211</b>	-	<b>613,000</b>	-	<b>94,237</b>	<b>46,007</b>	<b>753,103</b>	<b>414,576</b>	<b>5,683,640</b>	<b>5,720,134</b>	<b>4,404,342</b>
<b>Expenses:</b>												
Salaries, wages and employee benefits	93,667	461,086	3,825	33,079	281,456	28,025	222,349	183,954	95,512	1,596,300	1,402,953	1,483,863
Operating Materials and supplies	-	11,637	93,262	400	95,230	100	91,286	226,824	47,014	840,550	565,753	565,655
Contracted services	-	11,893	-	117,801	83,689	120,885	14,384	60,057	4,500	363,800	413,209	243,202
Administrative services and supplies	13,972	196,233	34,341	69,076	22,191	-	9,462	16,897	13,518	507,500	375,690	405,967
Utilities	1,065	14,465	4,964	-	39,744	-	22,282	71,715	23,200	151,050	177,435	153,099
Rentals and contractual obligations	-	17,928	38,876	31,000	4,511	-	5,047	-	-	95,850	97,362	97,523
Debt financing	-	18,068	-	-	-	-	-	-	7,542	28,070	25,610	27,172
Amortization	-	157,557	7,164	-	345,168	-	83,559	141,495	117,559	794,000	852,502	792,248
	<b>108,704</b>	<b>888,867</b>	<b>182,432</b>	<b>251,356</b>	<b>871,989</b>	<b>149,010</b>	<b>448,369</b>	<b>700,942</b>	<b>308,845</b>	<b>4,377,120</b>	<b>3,910,514</b>	<b>3,768,729</b>
<b>Annual Surplus (Deficit)</b>	<b>\$ (108,704)</b>	<b>\$ 2,910,344</b>	<b>\$ (182,432)</b>	<b>\$ 361,644</b>	<b>\$ (871,989)</b>	<b>\$ (54,773)</b>	<b>\$ (402,362)</b>	<b>\$ 52,161</b>	<b>\$ 106,731</b>	<b>\$ 1,306,520</b>	<b>\$ 1,809,620</b>	<b>\$ 635,613</b>

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





well as costs to provide electricity to the buildings. It is expected that total costs for all 3 buildings will be within the approved budget of \$60,000.

Funding for this project was budgeted from the Resort Municipality Initiative monies.

Attached to this report are photos of the "Woody" toilet buildings, diagrams of the layout and photographs of the areas in Rendall and Spring Park where the toilet buildings will be installed.

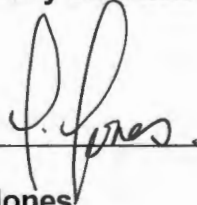
**RECOMMENDATION:**

THAT Council approves the purchase and installation of 2 age friendly, disability accessible toilet buildings in Rendall Park and;

THAT Council approves the purchase and installation of 1 age friendly, disability accessible toilet building in Spring Park

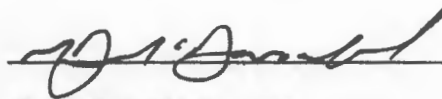
**Respectfully submitted;**

**REVIEWED BY: (If applicable)**



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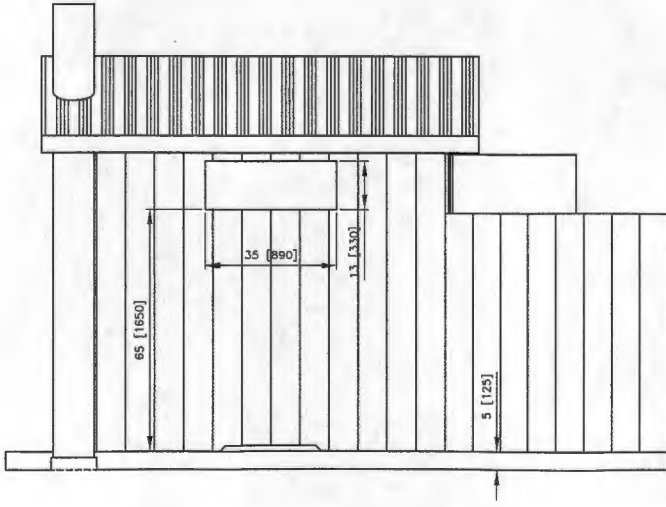
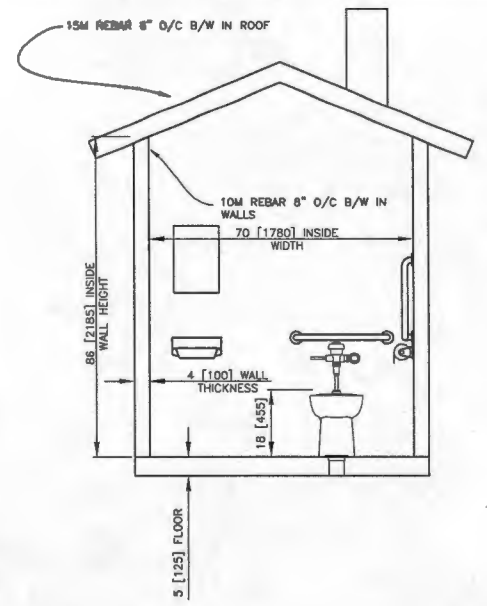
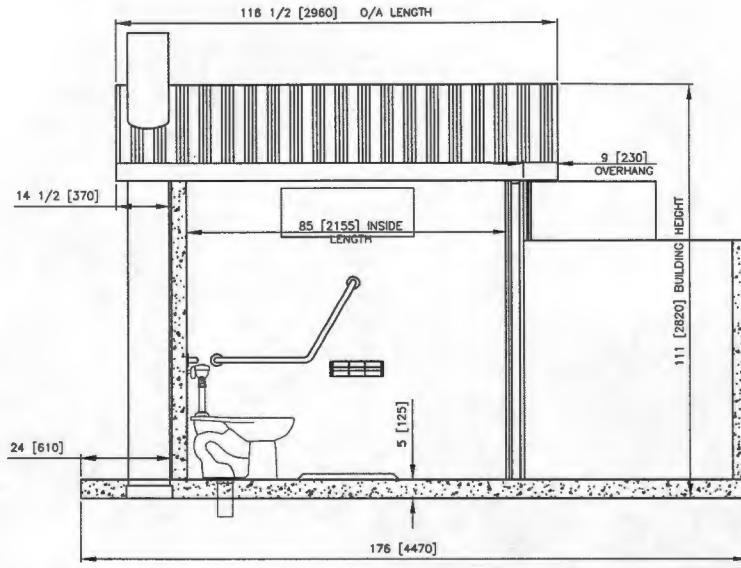
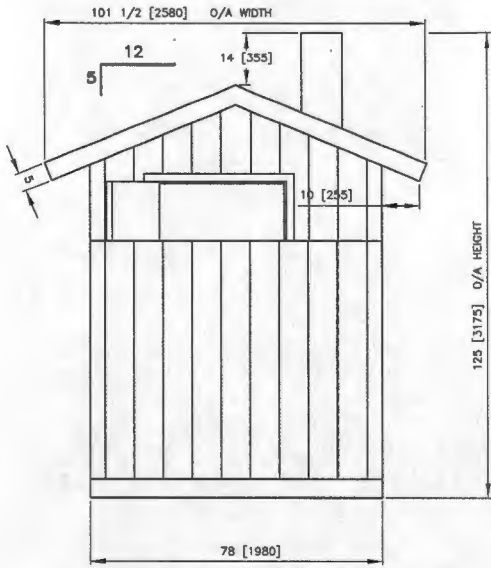
**Tracey Jones**  
Financial Officer



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**Madeline McDonald**  
Chief Administrative Officer





**GENERAL NOTES**

Concrete shall be exposure Class H5e and meet min compressive strength of 30MPa @ 28d

Air Category: 4.0% - 7.0%

Aggregate: CSA/CAN A23.4 Maximum Size: 20mm

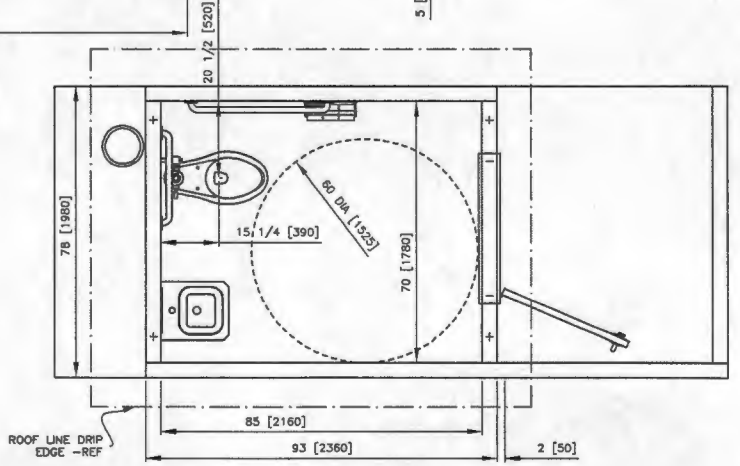
Admixtures: CSA/CAN A23.4

Reinforcing: Grade 400W CSA G30.18-D9

Inserts/Embeds: As noted in drawing details

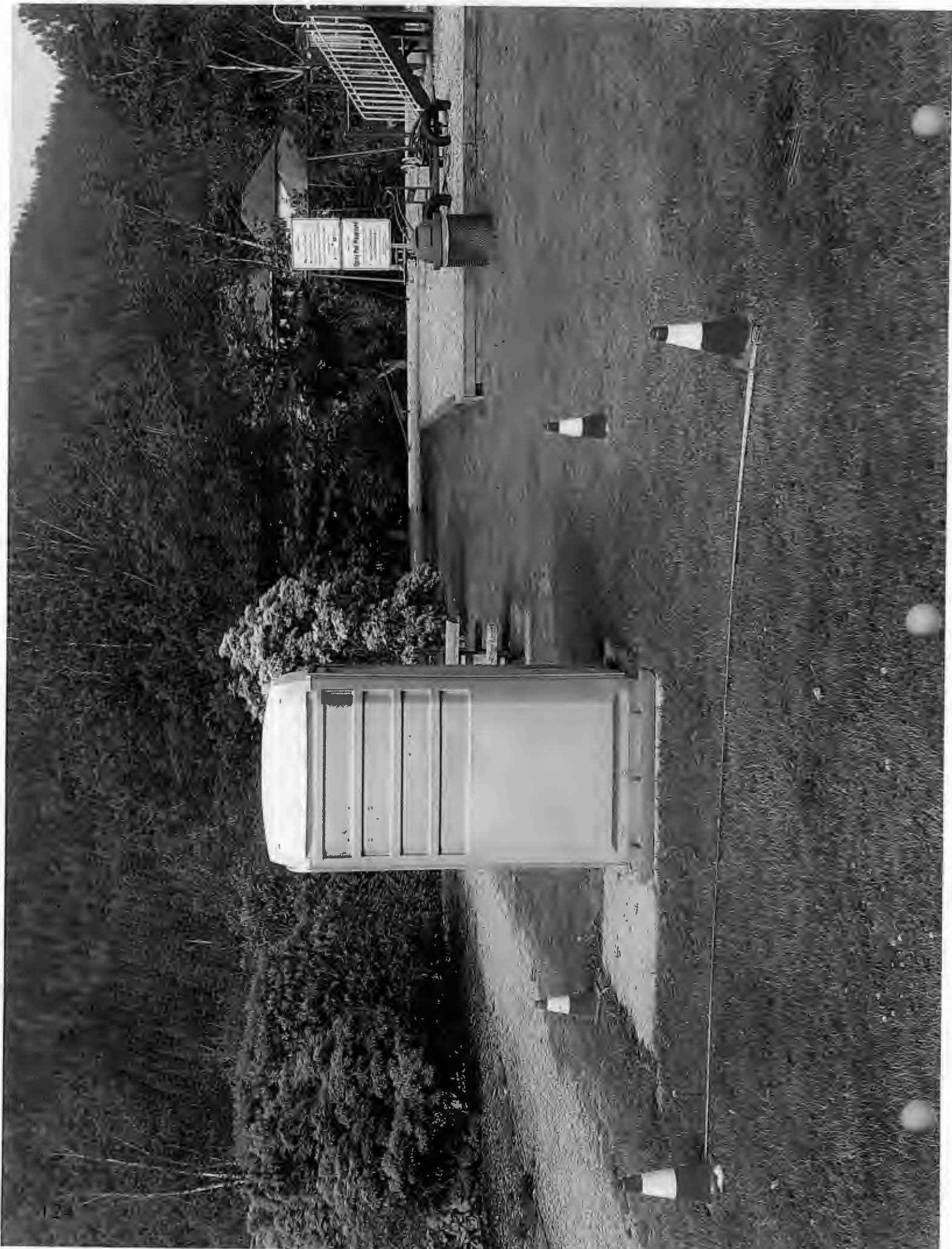
Manufacture of precast concrete units shall be in accordance with specification CSA A23.4

**\*\* LEXO PRECAST LTD SHALL NOT BE RESPONSIBLE FOR ANY INSTALLATION PRACTICES FOLLOWED ON-SITE UNLESS PERFORMED BY LEXO PRECAST LTD \*\***



<b>WOODY TOILET BUILDING, vestibule w/flush</b>			
DESIGN BY: LJA	CHECKED BY:	APPROVED BY:	DATE: DECEMBER 22, 2015
ASSEMBLY DWG.	PREVIOUS DWG.	DRAWING NO.	REVISION
SCALE: 3/8"=1'-0" ISOMETRIC:			W2004
DO NOT SCALE THIS DRAWING			







## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** June 13, 2017  
**FROM:** Madeline McDonald **FILE:** 3900-01  
 Chief Administrative Officer  
**SUBJECT:** Pesticide Bylaw and Noxious Weed Control

**Issue:**

The use of pesticides is prohibited in Harrison Hot Springs by Bylaw No. 948, 2010. Invasive and noxious weeds have become an increasing problem within the Village.

**Background:**

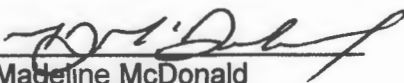
The Province regulates pesticides through the Integrated Pest Management Act, adopted July, 2016. The Act brought in more stringent regulations on the permitted use of pesticides. Persons wanting to use pesticides domestically must obtain a Residential Applicator Certificate (RAC) which involves mandatory training, which is free and available online. Provincial regulations also make provision for the treatment of invasive and noxious weeds and weeds growing through cracks in hard surfaces such as asphalt or concrete.

Council has been considering this issue since February 2017 when it was brought to light that Pesticide Bylaw No. 948, 2010 is no longer aligned with provincial legislation and does not provide a framework for the effective treatment of invasive and noxious weeds. The problem of invasive weeds has become more acute due to development activities which disturb native soils and enable the spread of invasive species such as knotweed. Staff recommended that the pesticide bylaw be repealed in light of the new provincial regulatory framework.

Seeking public input, the Village hosted an Invasive Species Management and Restoration Open House on Thursday, May 25, 2017. The Fraser Valley Invasive Plant Council, Miami River Streamkeepers, and the Fraser Valley Water Shed Coalition hosted information booths. The event, which attracted 6 residents, was advertised in the local paper, posted on the community notice boards, the Village website and Facebook page. A survey was also available at the open house, the Village Office, the Village website and Facebook page; 5 survey responses were returned. Of these, 50% were in favor of repealing the local bylaw in its entirety and 50% believe that the Village should regulate the use of pesticides to some degree, such as including a cosmetic ban.

- Options:**
1. THAT Bylaw No.948, 2010 be repealed.
  2. THAT Bylaw No. 948 be amended to allow for the pesticide use to treat invasive and noxious weeds and to treat weeds impacting pavement areas.

Respectfully submitted;

  
 Madeline McDonald  
 Chief Administrative Officer