VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: **Monday, March 5, 2018**
Time: **7:00 p.m.**
Location: **Council Chambers, 495 Hot Springs Road**
Harrison Hot Springs, British Columbia

1. CALL TO ORDER

Meeting called to order by Mayor Facio.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

4. ADOPTION OF COUNCIL MINUTES

(a) THAT the Minutes of the Regular Council Meeting held on February 19, 2018 be adopted.	Item 4(a) Page 1

5. BUSINESS ARISING FROM THE MINUTES

6. CONSENT AGENDA

i. Bylaws	(a) 2018-2022 Financial Plan Bylaw No. 1119, 2018	Item 6 i(a) Page 7
	(b) General Election and Other Voting Procedures Bylaw No. 1121, 2018	Item 6 i(b) Page 13
	(c) Automated Vote Counting System Authorization and Procedure Bylaw No. 1122, 2018	Item 6 i(c) Page 19
	(d) Revitalization Tax Exemption Repeal Bylaw No. 1123, 2018	Item 6 i(d) Page 27
ii. Agreements		
iii. Committee/ Commission Minutes		
iv. Correspondence	(a) Union of British Columbia Municipalities letter dated January 31, 2018	Item 6 iv(a) Page 29

7. DELEGATIONS/PETITIONS

(a) Fraser Valley Regional District – Katelyn Hipwell and Johannes Bendle	Item 7(a) Page 31

8. CORRESPONDENCE

(a) District of Sicamous letter dated February 14, 2018
Re: Request for support – Cannabis Sales Revenue Sharing

Item 8(a)
Page 33

(b) District of West Vancouver letter dated February 23, 2018
Re: Request for support – New municipal tax brackets

Item 8(b)
Page 35

9. BUSINESS ARISING FROM CORRESPONDENCE

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

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

(a) Report of the Planning Consultant – February 28, 2018
Re: To start the Development Variance Permit process

Item 12 (a)
Page 39

Recommendation

THAT staff be authorized to work on application 3090-20-DVP02/18 for land legally described as: Lot 1, Section 13 Township 4 Range 29 West of Sixth Meridian New Westminster District Plan 9656, with civic address of 501 Hot Springs Road.

(b) Report of the Planning Consultant – February 28, 2018
Re: Removal of covenant BB1939037

Item 12 (b)
Page 43

Recommendation

THAT staff be authorized to secure the release of covenant BB1939037 from land legally described as: Lot A Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EPP 74538, civic address at 750 Hot Springs Road.

(c) Report of the Planning Consultant – February 28, 2018
Re: Issuance of a Development Permit – 872 Hot Springs Road

Item 12 (c)
Page 53

Recommendation

THAT Development Permit DP 01/18 be issued to; Jonas Anthony Neels and Christiaan Neels for property located at 872 Hot Springs Road, Harrison Hot Springs for land legally described as:

Lot 17 Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 34595

(d) Report of the Bylaw Enforcement Officer – March 5, 2018
Re: Bylaw Enforcement Services Annual Report 2017

Item 12 (d)
Page 59

For information only.

13. BYLAWS

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

15. ADJOURNMENT

4(a)

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

DATE: February 19, 2018
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road
Harrison Hot Springs, BC

IN ATTENDANCE:
Mayor Leo Facio
Councillor John Buckley
Councillor Sonja Reyerse
Councillor Samantha Piper
Councillor John Hansen
Chief Administrative Officer, Madeline McDonald
Deputy Chief Administrative Officer/Corporate Officer, Debra Key
Financial Officer, Tracey Jones
Infrastructure Manager, Troy Davis
Planning Consultant, Ken Cossey

ABSENT:

Recording Secretary: Nicole Sather

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Councillor Buckley
Seconded by Councillor Reyerse

THAT the agenda be approved.

CARRIED UNANIMOUSLY
RC-2018-02-22

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Piper
Seconded by Councillor Reyerse

THAT the minutes of the Regular Council Meeting held on February 5, 2018 be adopted as amended.

CARRIED UNANIMOUSLY
RC-2018-02-23

Errors and Omissions:
On page 10, under section 15 delete "0" in front of "Hansen".

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

i. Bylaws

(a) Council Procedure Amendment Bylaw No. 1117, 2018

(b) Water Regulation and Fee Amendment Bylaw No. 1118, 2018

ii. Agreements

iii. Committee/ Commission Minutes

iv. Correspondence

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT Council Procedure Amendment Bylaw No. 1117, 2018 and Water Regulation and Fee Amendment Bylaw No. 1118, 2018 be adopted.

CARRIED UNANIMOUSLY
RC-2018-02-24

7. DELEGATIONS

- Tourism Harrison
  Presenters: Robert Reyerse, Executive Director and Tara Ryder, Chair

Mr. Reyerse presented a PowerPoint of Tourism Harrison's 2017 tourism results.

Ms. Ryder presented a PowerPoint of Tourism Harrison's 2018 goals.

8. CORRESPONDENCE

None

9. BUSINESS ARISING OUT OF CORRESPONDENCE

None

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

Councillor Piper

- Attended Kent–Harrison Joint Emergency Committee on February 7, 2018.
- Attended the Family Day event on February 12, 2018 held at the Memorial Hall.
- Announced this year's Pink Shirt Day to be recognized on February 28, 2018.

Councillor Buckley

- Attended Kent–Harrison Joint Emergency Committee on February 7, 2018.
- Attended Tourism Harrison Board meeting on February 7, 2018.

Councillor Reyerse

- Attended the Family Day event on February 12, 2018 held at the Memorial Hall.
- Attended the Fraser Valley Regional Library In-Camera and Regular Board meeting on February 21, 2018.

Councillor Hansen

- Reported that the date for the Tech Savvy Course being held at the Agassiz Legion has been corrected to read March 6, 2018.

11. REPORTS FROM MAYOR LEO FACIO

- Reported that the Fraser Valley Regional District Regional and Corporate Services Committee Corporate Report dated February 15, 2018 indicated a 15% decrease in park visitors for 2017.
- Reported on proposed changes to the *Fishery Act.*
- Thanked Tourism Harrison for administering a successful Family Day event.
- Reported on new appreciation recognition for community members who demonstrate exemplary service in the community.
- Reported on a letter dated February 5, 2018 from the Ministry of Agriculture canvassing for applications regarding a new committee dedicated to Agriculture Land Reserves revitalization.
- Received correspondence from Kent-Harrison Search and Rescue thanking Mayor and Council for introducing a surcharge to its Boat Launch Facility and Parking Lot Regulation Bylaw Amendment.

- Attended Kent–Harrison Joint Emergency Committee on February 7, 2018.
- Reported on correspondence dated February 7, 2018 from Union of British Columbia Municipalities regarding the upcoming Cannabis Regulations.

12. REPORTS FROM STAFF

(a) Report of the Planning Consultant – February 6, 2018
Re: Issuance of a Development Permit – 750 Hot Springs Road

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT Development Permit DP 03/17 be issued to 0926935 BC Ltd for their property located at 750 Hot Springs Road, Harrison Hot Springs for land legally described as:

Lot a Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EEP 74538; and

THAT Council not require a Tourism Commercial Development Permit for this site at this time.

CARRIED UNANIMOUSLY
RC-2018-02-25

(b) Report of the Planning Consultant – February 14, 2018
Re: To start the Development permit review process

Moved by Councillor Buckley
Seconded by Councillor Reyerse

THAT staff be authorized to work on application 3060-20-DP02/18 for land legally described as: Strata Lots 1 through to and including 90, Section 13 Township 4, Range 29 West of the Sixth Meridian New Westminster District Strata Plan LMS787, civic address as: 378 Esplanade Avenue.

CARRIED UNANIMOUSLY
RC-2018-02-26

13. BYLAWS

(a) Report of the Deputy Chief Administrative Officer – February 6, 2018
Re: Revitalization Tax Exemption Repeal Bylaw

Moved by Councillor Hansen
Seconded by Councillor Reyerse

THAT Revitalization Tax Exemption Repeal Bylaw No. 1123, 2018 be given first, second and third reading.

CARRIED UNANIMOUSLY
RC-2018-02-27

(b) Report of the Deputy Chief Administrative Officer – February 6, 2018
Re: Municipal Elections 2018 - General Election and Other Voting Procedures Bylaw and Automated Vote Counting System Authorization and Procedure Bylaw

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT the General Election and Other Voting Procedures Bylaw No. 1121 be given first, second and third reading; and

CARRIED UNANIMOUSLY
RC-2018-02-28

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT an Automated Vote Counting System Authorization and Procedure Bylaw No. 1122 be given first, second and third reading.

CARRIED UNANIMOUSLY
RC-2018-02-29

(c) Report of the Financial Officer – February 14, 2018
Re: 2018-2022 Financial Plan Bylaw No. 1119, 2018

Mayor Facio invited the public to provide comments on the proposed Bylaw.

No comments were received from the public.

Financial Officer, Tracey Jones reported on questions proposed during the 2018-2022 Financial Plan Open House on February 19, 2018.

Q: When was the last Road and Bridge Master Plan completed?
A: The Village does not have a Road and Bridge Master Plan. In 2011, Bunt and Associates completed a comprehensive Traffic study of Harrison Hot Springs.

Recently CTQ Consultants completed a high-level Traffic Review in which the report recommended the Village undertake a comprehensive masterplan which includes pedestrians, cyclist, roads and bridges.

Q: What is Council doing to attract more business?
A: 2011 – 2016 reported a sixty-one percent (61%) growth of business licenses.

Business class tax rate multiplier was lowered from 3.5 in 2016, to 3.18 in 2017.

Recreational class tax rate multiplier was lowered from 4.75 in 2016 to 4.17 in 2017.

Q: When would the Woods Park signs be replaced?
A: The work will be undertaken this year as it is allocated in the 2018 budget.

Q: Is Council considering replacing the washrooms at boat launch?
A: Not at this time.

Q: Will the new bus shelters be lighted or have advertisement space?
A: A cost analysis for advertising would be required to further explore the feasibility.

New bus shelters locations are well illuminated by street lighting. Current model does not include lights within the structure.

Q: What are the Village's borrowing limits?
A: The Village's borrowing limits are determined by the Ministry. The Village cannot incur debt that has debt servicing costs greater than $1.1 million per year. Currently the Village's debt servicing costs are less than $200,000 per year.

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT the 2018-2022 Financial Plan Bylaw No. 1119, 2018 be given second and third reading.

CARRIED UNANIMOUSLY
RC-2018-02-30

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

Questions from the public were entertained.

15. ADJOURNMENT

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT the meeting be adjourned 8:01 p.m.

CARRIED UNANIMOUSLY
RC-2018-02-31

Leo Facio
Mayor

Debra Key
Corporate Officer

6i(a)

HARRISON HOT SPRINGS
Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1119, 2018

A Bylaw of the Village of Harrison Hot Springs to establish the 2018 – 2022 Financial Plan

WHEREAS the *Community Charter* requires the municipality to adopt a five-year financial plan annually;

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

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

1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2018 - 2022.

2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2018 – 2022.

3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1119, 2018"

4. Bylaw No. 1104, 2017 – 2021 Financial Plan is hereby repealed.

READ A FIRST TIME THIS 5th DAY OF FEBRUARY, 2018

READ A SECOND TIME THIS 19th DAY OF FEBRUARY, 2018

READ A THIRD TIME THIS 19th DAY OF FEBRUARY, 2018

ADOPTED THIS DAY OF MARCH, 2018

Mayor

Corporate Officer

BYLAW NO. 1119, 2018
SCHEDULE "A"
2018-2022 Financial Plan

	2018	2019	2020	2021	2022
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES:					
PROPERTY TAXES - RESIDENTIAL	1,337,495	1,356,000	1,390,015	1,427,267	1,455,812
PROPERTY TAXES - BUSINESS	623,144	632,000	648,400	665,712	679,027
PROPERTY TAXES - RECREATION/NON-PROFIT	103,553	105,000	107,600	110,657	112,870
COLLECTIONS FOR OTHER GOVERNMENTS & AGENC	1,743,815	1,773,215	1,803,615	1,803,615	1,839,687
PENALTIES & INTEREST - TAXES	17,837	8,000	4,000	-	-
UTILITY CO. 1% REVENUE TAXES	36,122	36,370	36,370	36,370	37,097
PAYMENTS IN LIEU OF TAXES	4,650	4,350	4,350	4,350	4,437
TOTAL TAXES COLLECTED	3,866,616	3,914,935	3,994,350	4,047,971	4,128,930
REMITTANCES TO OTHER GOVERNMENTS & AGENCI	(1,743,815)	(1,773,215)	(1,803,615)	(1,803,615)	(1,839,687)
NET TAXES FOR MUNICIPAL PURPOSES	2,122,801	2,141,720	2,190,735	2,244,356	2,289,243
REVENUE FROM OWN SOURCES	1,896,230	1,787,055	1,799,125	1,803,906	1,839,984
GRANTS AND DONATIONS	3,440,731	432,400	432,400	1,437,400	441,048
DCC REVENUES	1,345,000	90,000	-	-	-
TOTAL REVENUE	$8,804,762	$4,451,175	$4,422,260	$5,485,662	$4,570,275
EXPENSES:					
LEGISLATIVE	129,950	129,950	129,950	129,950	132,549
GENERAL GOVERNMENT	1,041,670	1,039,051	1,049,892	1,063,040	1,084,301
PROTECTIVE SERVICES	270,692	255,964	258,808	258,955	264,134
DEVELOPMENT PLANNING	325,200	87,200	87,200	87,200	88,944
TOURISM AND COMMUNITY IMPROVEMENT	243,022	172,582	174,896	176,912	180,450
ENGINEERING, TRANSPORTATION, STORM WATER	903,409	823,503	828,513	833,721	850,395
SOLID WASTE	187,146	188,121	189,116	198,130	202,093
PARKS, RECREATION & CULTURAL SERVICES	483,535	463,029	467,821	472,508	481,961
WASTEWATER UTILITY	737,230	731,555	717,625	722,406	736,854
WATER UTILITY	380,514	382,982	386,733	391,540	399,371
DEBT- INTEREST	28,800	27,300	20,700	15,700	26,214
TOTAL EXPENDITURES	4,731,168	4,301,237	4,311,254	4,350,062	4,447,266
SURPLUS (DEFICIT)	$4,073,594	$149,938	$111,006	$1,135,600	$123,009
CAPITAL, DEBT, RESERVES, TRANSFERS &					
BORROWING					
CAPITAL EXPENDITURES	(5,938,900)	(1,425,000)	(564,000)	(1,614,000)	(116,280)
REPAYMENT ON DEBT	(181,400)	(221,900)	(163,100)	(53,100)	(79,662)
PROCEEDS OF DEBT	-	-	-	495,000	-
CONTRIBUTIONS TO RESERVES	(642,376)	(698,038)	(513,906)	(937,500)	(920,547)
TRANSFERS FROM RESERVES	694,590	1,315,000	160,000	114,000	116,280
APPROPRIATION FROM SURPLUS	1,134,492	20,000	110,000	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	860,000	860,000	860,000	860,000	877,200
	$(4,073,594)	$(149,938)	$(111,006)	$(1,135,600)	$(123,009)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT,	$ -	$ -	$ -	$ -	$ -
RESERVE TRANSFERS AND BORROWING					

BYLAW NO. 1119, 2018
SCHEDULE "B"
2018 FINANCIAL PLAN OBJECTIVES AND POLICIES

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

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

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2018. Property taxes usually form the greatest proportion of revenue. As a revenue source, property taxation offers a stable and reliable source of revenues for services such as:

- Governance & Administration
- Operations & Public Works
- Protective Services
- Recreation, Parks & Culture

User fees and charges typically form the second largest proportion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges are applied include water and sewer usage, & solid waste management – these are charged on a user pay basis. User fees are designed to apportion the value of a service to those who use the service.

Table 1: 2018 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes including Payments in Lieu	20%	$2,122,801
Service Utility Fees (Frontage Taxes)	3.9%	$414,000
User fees	9.5%	$1,007,080
Reserves	6.5%	$694,590
Surplus	10.6%	$1,134,492
DCC Revenues	12.7%	$1,345,000
Borrowing	0%	$0
Grants/Donations	32.3%	$3,440,731
Other sources	4.5%	$475,150

Objective and Policies

- to continue to seek grants for major infrastructure repair and replacement
- to keep the public well-informed about projects and initiatives
- to review utility participation rates to ensure they are equitably funded
- to establish reserve policies to assist in the funding of future capital replacements and to stabilize tax and utility rates
- to ensure that Village services are financially sustainable

Distribution of Property Taxes

Table 2 outlines the distribution of property taxes among the property classes.

Table 2: 2018 Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	64.8%	$1,337,495
Business (6)	30.2%	$623,144
Recreation/Non-profit (8)	5.0%	$103,553

Objectives

- Village Council recognizes that residential tax payers are the predominant users of municipal services and therefore should bear a larger portion of the tax burden
- Ensure that the Village is competitive with other similar sized municipalities in British Columbia

Policies

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

Permissive Tax Exemptions

Policies & Objectives

Council does not currently support permissive tax exemptions. Taxpayers within the various property classes are treated equitably and policies are established for each class and not for individual property owners.

6i(b)

HARRISON HOT SPRINGS

Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1121

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting

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WHEREAS under the *Local Government Act,* Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS Council wishes to establish voting procedures and requirements under that authority;

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

1. **CITATION**

This Bylaw may be cited for all purposes as "General Local Government Election Procedures Bylaw No. 1121, 2018"

2. **INTERPRETATION**

In this Bylaw:

"Elector" means a resident elector or property elector of the jurisdiction as defined under the *Local Government Act;*

"Election" means an election for the number of persons required to fill a local government office;

"General Local Election" means the elections held for the Mayor and all Councillors of the Village of Harrison Hot Springs which must be held in the year 2014 and every 4th year thereafter;

"General Voting Day" is the day for a general local election and will be held on the third Saturday of October in the year of the election;

"Other Voting" shall mean voting on a matter referred to in Sections 54 and 170 of the *Act;*

"Village" means the Village of Harrison Hot Springs

3. ACCESS TO NOMINATION DOCUMENTS

(a) As authorized under section 89 of the *Local Government Act,* public access to nomination documents will be provided by internet access on the Village's website.

4. REGISTER OF ELECTORS

4.1 In accordance with Section 104 of the *Local Government Act* the registration of electors shall be limited to the time of voting.

4.2 A separate register of non-resident property electors for the Village of Harrison Hot Springs shall be kept by the Corporate Officer in accordance with Section 75 of the *Local Government Act.*

5. ADVANCE VOTING OPPORTUNITIES

5.1 Required Advance Voting

(a) In accordance with Section 107(1)(a), an advance voting opportunity shall be held from 8:00 a.m. to 8:00 p.m. on the 10th day before general voting day.

(a) In accordance with Section 107(2) of the *Local Government Act*, a second advance voting opportunity will not be held.

6. MAIL BALLOT VOTING

(a) As authorized under section 110 of the *Local Government Act*, voting [and elector registration] may be done by mail for those electors who meet the following criteria:

(i) persons who have a physical disability, illness, or injury that affects their ability to vote at another voting opportunity; and

(ii) persons who expect to be absent from the Village on general voting day and at the times of all advance voting opportunities.

7. APPLICATION PROCEDURE

7.1 A person wishing to vote by mail ballot shall apply by giving their name and address to the chief election officer or to the person designated by the chief election officer for such purposes, during the period commencing 7 days before the first day of advance voting and ending at 4:00 pm on the Thursday two days before general voting day.

7.2 Upon receipt of a request for a mail ballot, the chief election officer or designate shall, between the first day of advanced voting and 4:00 p.m. on the Thursday two days before general voting day:

(a) make available to the applicant, a mail ballot package as specified in section 110(7) of the *Local Government Act*, together with a statement advising the elector that the elector must meet one or more of the mail ballot criteria specified in section 6 of this bylaw, and that they must attest to such fact; and

(b) immediately record and, upon request, make available for inspection:

(i) the name and address of the elector to whom the mail ballot package was issued.

8. VOTING PROCEDURE

8.1 To vote using a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the chief election officer.

8.2 After marking the ballot, the elector shall:

(a) place the ballot in the secrecy envelope provided and seal the secrecy envelope;

(b) place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;

(c) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope;

(d) mail, or have delivered, the outer envelope and its contents to the chief election officer at the address specified so that it is received no later than the close of voting on general voting day.

9. BALLOT ACCEPTANCE OR REJECTION

9.1 Until 4:00 pm. on the Thursday two days before general voting day, upon receipt of the outer envelope and its contents, the chief election officer or designate shall immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed elector registration application, if applicable, and if satisfied as to:

(a) the identity and entitlement to vote of the elector whose ballot is enclosed;

(b) the completeness of the certification; and

(c) the fulfilment of the requirements of section 70 of the *Local Government Act* in the case of a person who is registering as a new elector;

the chief election officer or designate shall mark the certification envelope as "accepted", and shall retain in his custody all such certification envelopes in order to deal with any challenges made in accordance with Section 10 of this bylaw.

9.2 The unopened certification envelopes shall remain in the custody of the chief election officer or designate until 4:00 p.m. on the Thursday two days before general voting day, at which time the certification envelopes containing the secrecy envelopes shall be opened in the presence of at least one other person, including any scrutineers present.

9.3 At 4:00 p.m. on the Thursday two days before general voting day, the chief election officer or designate shall place all secrecy envelopes received up until that time into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged, or where such challenge has been resolved and the challenged person permitted to vote.

9.4 Where an outer envelope and its contents are received by the chief election officer or designate between 4:00 p.m. on the Thursday two days before general voting day and the close of voting on general voting day, the provisions of section 9.1 of this bylaw with regard to ballot acceptance shall apply and the chief election officer or designate shall retain such envelopes in their possession until the close of voting and at that time shall open such certification envelopes in the presence of at least one other person, including any scrutineers present, and place the secrecy envelope containing the ballot into the ballot box containing the other unopened secrecy envelopes.

9.5 As soon as possible after all of the secrecy envelopes have been placed in the ballot box designated for that purpose, the ballot box shall be opened under the supervision of the chief election officer or designate, and in the presence of at least one other person and any scrutineers present, the secrecy envelopes shall be opened and the ballots contained therein counted in accordance with the provisions of the *Local Government Act*.

9.6 Where:

(a) upon receipt of an outer envelope, the chief election officer is not satisfied as to the identity of the elector whose ballot is enclosed; or

(b) in the case of a person required to complete an application for registration as an elector, such application has not been completed in accordance with section 70 of the *Local Government Act*; or

(c) the outer envelope is received by the chief election officer or designate after the close of voting on general voting day,

the certification envelope shall remain unopened and the chief election officer shall mark such envelope as "rejected", and shall note the reasons therefor, and the ballot contained therein shall not be counted in the election.

9.7 Any certification envelopes and their contents rejected in accordance with section 9.6 of the bylaw shall remain unopened and shall be subject to the provisions of section 160(2) of the *Local Government Act* with regard to their destruction.

10. CHALLENGE OF ELECTOR

10.1 A person exercising the right to vote under the provisions of this bylaw may be challenged in accordance with and on the grounds specified in section 126 of the *Local Government Act* until 4:00 pm on the Thursday two days before general voting day.

10.2 The provisions of sections 126(2) to (5) inclusive of the *Local Government Act* shall apply where a challenge of an elector using a mail ballot has been made.

11. ELECTOR'S NAME ALREADY USED

11.1 Where, upon receiving a request for a mail ballot, the chief election officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the provisions of section 127 of the *Local Government Act* shall apply, so far as applicable.

12. REPLACEMENT OF SPOILED BALLOT

12.1 Where an elector unintentionally spoils a mail ballot before returning it to the chief election officer, the elector may request a replacement ballot by advising the chief election officer or designate of the ballot spoilage and by mailing or otherwise delivering by any appropriate means, the spoiled ballot package in its entirety to the chief election officer or designate.

The chief election officer shall, upon receipt of the spoiled ballot package, record such fact, and proceed in accordance with section 7.2 of this bylaw.

13. ORDER NAMES OF BALLOT

(a) The order of names of candidates on the ballot will be determined by lot in accordance with section 117 of the *Local Government Act*.

14. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

(a) In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

REPEAL

"The Village of Harrison Hot Springs General Local Government Election Procedures Bylaw No. 1048 and amendments thereto are hereby repealed in their entirety.

READ A FIRST TIME THIS 19th DAY OF FEBRUARY, 2018

READ A SECOND TIME THIS 19th DAY OF FEBRUARY, 2018

READ A THIRD TIME THIS 19th DAY OF FEBRUARY, 2018

ADOPTED THIS DAY OF , 2018

Mayor

Corporate Officer

6i(c)

HARRISON HOT SPRINGS

Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1122

A bylaw to authorize an automated vote counting system and procedure

---

WHEREAS under the *Local Government Act*, the Council may, by bylaw, provide for the use of automated voting machines, voting recorders or other devices for voting in elections or assent voting;

AND WHEREAS the Council of the Village of Harrison Hot Springs wishes to establish various procedures and requirements under that authority;

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

1. CITATION

1.1 This Bylaw may be cited as "Automated Vote Counting System Authorization and Procedure Bylaw No. 1122, 2018."

2. DEFINITIONS

2.1 In this Bylaw the following terms have the following meanings:

Acceptable mark means a completed arrow which the **vote counting unit** is able to identify, which has been made by an elector in the space provided on the **ballot** opposite the name of any candidate or opposite either 'yes' or 'no' on any other voting question.

Automated vote counting system means a system that counts and records votes and processes and stores election or any voting results which comprises:

(a) a number of **ballot** scan **vote counting units**, each of which rests on a two-compartment **ballot** box, one compartment of which is for:

(i) voted ballots; and
(ii) returned ballots which have been reinserted using the ballot override procedure;

and the other compartment is for the temporary storage of voted ballots during such time as the **vote counting unit** is not functioning; and

(b) a number of **storage ballot compartments** into which voted **ballots** are deposited where a **vote counting unit** is not functioning or being used which will therefore be counted after the close of voting on general voting day.

Ballot means a single ballot card designed for use in an **automated vote counting system**, which shows:

(a) the names of all of the candidates for each of the offices to be filled; and
(b) all of the choices on all of the bylaws or other matters on which the opinion or assent of the electors is sought.

Ballot return override procedure means the use, by an election official, of a device on a **vote counting unit**, which causes the unit to accept a **returned ballot**.

Election headquarters means the Village of Harrison Hot Springs, PO Box 160, 495 Hot Springs Road, Harrison Hot Springs, BC V0M 1K0

Memory pack means a computer software cartridge which is inserted into the **vote counting unit** and into which is pre-programmed the names of all the candidates for each of the offices to be filled, and the alternatives of "yes" or "no" for each question on the **ballot**, and which records and retains information on the number of acceptable marks made for each.

Portable ballot box means a ballot box, for use in the election, where a **vote counting unit** is not being used at the time of voting.

Results tape means the printed record generated from a **vote counting unit** at the close of voting on general voting day, which shows the number of votes for each candidate for each of the offices to be filled, and the number of votes for and against each bylaw or other matters on which the opinion or assent of the electors is sought.

Returned ballot means a voted **ballot** which was inserted into the **vote counting unit**, but which was not accepted and which was returned to the elector with an explanation of the **ballot** marking error which caused the **ballot** not to be accepted.

Secrecy sleeve means an open-ended folder or envelope used to cover **ballots** to conceal the choices made by each elector.

Storage ballot compartment means a ballot box under each **vote counting unit** into which voted **ballots** are temporarily deposited in the event that the unit ceases to function.

Vote counting unit means the device into which voted **ballots** are inserted and which scans each **ballot** and records the number of votes for each candidate and for and against each question on which the opinion or assent of the electors is sought.

3. USE OF VOTING MACHINES

3.1 Council hereby provides for the use of an **automated vote counting system** for the conduct of elections and voting on bylaws or other matters on which the opinion or assent of the electors is sought.

4. AUTOMATED VOTING PROCEDURES

4.1 The presiding election official for each voting place shall offer, and if requested, ensure that a demonstration of how to vote using a **vote counting** unit is provided to an elector, as soon as such elector enters the voting place and before a **ballot** is issued.

4.2 Upon completion of the voting demonstration, if any, the elector shall proceed as instructed, to the election official responsible for issuing **ballots**, who, upon fulfilment of the requirements of the *Local Government Act*, shall then provide a **ballot** to the elector, a **secrecy sleeve** if requested by the elector, the ballot marking instrument, and any further instructions the elector requests.

4.3 Upon receiving a **ballot** the elector shall immediately proceed to a voting compartment to vote.

4.4 The elector may vote only by making an **acceptable mark** on the **ballot**:

(a) beside the name of each candidate of choice, up to the maximum number of candidates to be elected for each of the offices to be filled; and
(b) beside either 'yes' or 'no' in the case of each bylaw or other matter on which the assent or opinion of the electors is sought.

4.5 Once the elector has finished marking the **ballot**, the elector must either place the **ballot** into the **secrecy sleeve**, if one has been requested, or turn the ballot upside down and proceed to the **vote counting unit,** and under the supervision of the election official in attendance, insert the **ballot** directly from the **secrecy sleeve**, if applicable, into the **vote counting unit** without the **acceptable marks** on the **ballot** being exposed.

4.6 If, before inserting the **ballot** into the **vote counting unit**, an elector determines that a mistake has been made when marking the **ballot,** or if the **ballot** is returned by the **vote counting unit**, the elector may return to the voting compartment to correct the ballot or request a replacement **ballot** by informing the election official in attendance.

4.7 Upon being informed of the replacement **ballot** request, the presiding election official shall issue a replacement **ballot** to the elector and mark the **returned ballot** "spoiled" and shall retain all such spoiled **ballots** separately from all other **ballots,** and they shall not be counted.

4.8 If the elector declines the opportunity to obtain a replacement **ballot** and has not damaged the **ballot** to the extent that it cannot be reinserted into the **vote counting unit**, the election official shall, using the **ballot return override procedure**, reinsert the **returned ballot** into the **vote counting unit** to count any **acceptable marks** which have been made correctly.

4.9 Any **ballot** counted by the **vote counting unit** is valid and any acceptable marks contained on such **ballots** will be counted, subject to any determination made under a judicial recount.

4.10 Once the **ballot** has been inserted into the **vote counting unit** and the unit indicates that the **ballot** has been accepted, the elector must immediately leave the voting place.

4.11 During any period that a **vote counting unit** is not functioning, the election official supervising the unit shall insert all **ballots** delivered by the electors during this time, into the **storage ballot compartment**, on the understanding that if the **vote counting unit**:

(a) becomes operational, or
(b) is replaced with another **vote counting unit**,

the **ballots** in the **storage ballot compartment** shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the presiding election official, shall be inserted into the **vote counting unit** to be counted.

4.12 Any **ballots** which were temporarily stored in the **storage ballot compartment** during a period when the **vote counting** unit was not functioning, which are returned by the **vote counting unit** when being counted shall, through the use of the **ballot return override procedure** and under the supervision of the presiding election official, be reinserted into the **vote counting unit** to ensure that any **acceptable marks** are counted.

4.13 A sample **ballot** that may be used in an **automated vote counting system** is attached as Schedule "A" to this Bylaw.

5. ADVANCE VOTING OPPORTUNITY PROCEDURES

5.1 **Vote counting units** shall be used at all advance voting opportunities and voting procedures at the advance voting opportunities shall follow, as closely as possible, those described in Section 4 of this Bylaw.

5.2 At the close of voting at each advance voting opportunity, the presiding election official in each case shall ensure that:

(a) no additional **ballots** are inserted in the **vote counting unit**;
(b) the **storage ballot compartment** is locked to prevent insertion of any **ballots**;
(c) the **results tapes** in the **vote counting unit** are not generated; and
(d) the **memory pack** of the **vote counting unit** is secured.

5.3 At the close of voting at the final advance voting opportunity, the presiding election official shall:

(a) ensure that any remaining **ballots** in the **storage ballot compartment** are inserted into the **vote counting unit**;
(b) secure the **vote counting unit** so that no more **ballots** can be inserted; and
(c) deliver the **vote counting unit** together with the **memory pack** and all other materials used in the election to the chief election officer at **election headquarters**.

6. SPECIAL VOTING OPPORTUNITY PROCEDURES

6.1 Unless the chief election officer determines it is practical to use a **vote counting unit**, a **portable ballot box** as defined herein, shall be used for all special voting opportunities. The presiding election official appointed to attend at each special voting opportunity shall proceed in accordance with Sections 4.2, 4.3, 4.4 and 4.5 of this Bylaw so far as applicable, except that the voted **ballots** shall be deposited into the **portable ballot box** supplied by the presiding election official.

6.2 The presiding election official at a special voting opportunity shall ensure that the **portable ballot box** is secured when not in use and at the close of voting at the final special voting opportunity, the presiding election official shall seal the **portable ballot box** and return it together with all other election materials to the custody of the chief election officer.

6.3 If a **vote counting unit** is in use at a special voting opportunity, the presiding election official appointed to attend the special voting opportunity shall follow the procedures outlined in Section 5 of this Bylaw as if it were an advance voting opportunity.

7. PROCEDURES AFTER CLOSE OF VOTING ON GENERAL VOTING DAY

7.1 After the close of voting on general voting day, each presiding election official, except those responsible for advance and special voting opportunities, shall undertake all of the following, generally in the order stipulated:

(a) ensure that any remaining **ballots** in the **storage ballot compartment** are inserted into the **vote counting unit**;
(b) secure the **vote counting unit** so that no more **ballots** can be inserted;
(c) generate three copies of the **results tape** from the **vote counting unit**;
(d) telephone the result to **election** headquarters immediately;
(e) account for the unused, spoiled and voted **ballots** and place them, packaged and sealed separately, together with the **memory pack** from the **vote counting** unit and one copy of the **results tape**, into the ballots and results box;
(f) complete the ballot account and place the duplicate copy in the ballots and results box;
(g) seal the ballots and results box;
(h) place the voting books, list of electors, the original copy of the ballot account, one copy of the **results tape**, completed registration cards, keys and all completed forms into the election materials box; and
(i) deliver, or have available for pick-up, the sealed ballots and results box, **vote counting** unit and the election materials box, to the chief election officer at **election headquarters**.

7.2 At the close of voting on general voting day, the chief election officer shall direct the presiding election official for the advance voting opportunity and any special voting opportunities where **vote counting units** were used, to proceed in accordance with Section 7.1 of this Bylaw.

7.3 All **portable ballot boxes** used in the election will be opened, under the direction of the chief election officer, at the close of voting on general voting day and all ballots shall be removed and inserted into a **vote counting unit** to be counted, after which the provision of Sections 7.1 (a) to (h), so far as applicable, shall apply.

7.3 Upon the fulfilment of the provisions of Section 7.1 to 7.3 inclusive, the chief election officer shall, to obtain the election results, direct an election official to place the results in a spreadsheet, which may be used for display in the Village of Harrison Hot Springs Municipal Office indicating the total results.

8. RECOUNT PROCEDURE

8.1 If a recount is requested by a candidate after the preliminary election results are announced, it shall be conducted under the direction of the chief election officer using the **automated vote counting system** and generally in accordance with the following procedure:

(a) the **memory packs** of all **vote counting units** will be cleared;
(b) a **vote counting unit** will be designated for each voting place;
(c) all voted **ballots** will be removed from the sealed election materials boxes, except spoiled ballots, and reinserted in the appropriate **vote counting unit** under the supervision of the chief election officer;

(d) any **ballots** returned by the **vote counting unit** during the recount process shall, through the use of the **ballot return override procedure**, be reinserted in the **vote counting unit** to ensure that any **acceptable marks** are counted; and

(e) to obtain election results, the chief or deputy chief election officer shall place the results of each voting place on spreadsheets so as to tally the total election results.

9. GENERAL

9.1 Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

9.2 If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without the invalid portion.

READINGS

READ A FIRST TIME THIS 19th DAY OF FEBRUARY, 2018

READ A SECOND TIME THIS 19th DAY OF FEBRUARY, 2018

READ A THIRD TIME THIS 19th DAY OF FEBRUARY, 2018

ADOPTED THIS DAY OF , 2018

Mayor

Corporate Officer

6i(d)

HARRISON HOT SPRINGS
Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1123

A bylaw to repeal Revitalization Tax Exemption Bylaw No. 1033, 2013".

WHEREAS the Council adopted the Revitalization Tax Exemption Bylaw No. 1033, 2013 on May 6, 2013.

AND WHEREAS the Council deemed that no new development, green development and revitalization in the Village Core resulted in any eligible development projects to provide tax incentives;

AND WHEREAS the *Community Charter* provides that a revitalization tax exemption program repeal bylaw may only be adopted after notice of the proposed bylaw has been given in accordance with Section 227 of the *Community Charter* and this notice has been given;

AND WHEREAS the Council deemed that the Revitalization Tax Exemption Bylaw is no longer required and should be repealed;

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

1. CITATION

This Bylaw may be cited for all purposes as the "Revitalization Tax Exemption Repeal Bylaw No. 1123, 2018".

2. The following bylaw is hereby repealed:

(a) The Village of Harrison Hot Springs "Revitalization Tax Exemption Bylaw No. 1033, 2013" and any amendments thereto.

READINGS AND ADOPTION

READ A FIRST TIME THIS 19th DAY OF FEBRUARY, 2018

READ A SECOND TIME THIS 19th DAY OF FEBRUARY, 2018

READ A THIRD TIME THIS 19th DAY OF FEBRUARY, 2018

ADOPTED THIS DAY OF MARCH, 2018

Mayor

Corporate Officer

6iv(a)

Local Government Program Services

...programs to address provincial-local government shared priorities

UBCM

FIRST NATIONS' Emergency Services
BRITISH COLUMBIA

BRITISH COLUMBIA
www.gov.bc.ca

The Strategic Wildfire Prevention Initiative is managed by the SWPI Working Group. For program information, visit the Funding Program section at:

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: swpi@ubcm.ca
Phone: (250) 356-2947

January 31, 2018

Mayor Facio and Council
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC, V0M 1K0

RE: Strategic Wildfire Prevention Initiative - Approval of Amendment to Community Wildfire Protection Plan Project (SWPI-698: Harrison Hot Springs CWPP, 2017)

Dear Mayor and Council,

Thank you for submitting a request to amend the recently approved application for the above noted Community Wildfire Protection Plan grant. The SWPI Working Group has reviewed your submission and the amended application has been approved.

The amended application form indicates a total project cost of $27,498.00: $12,498.00 more than the original application. As the applicant is required to contribute 25% of the total project cost, the working group has approved a grant in the amount of $20,623.50, or 75% of the actual eligible project costs, whichever is less. The balance of the project cost is required to be funded through community contributions.

All other requirements, terms and conditions of this grant are as communicated in our original approval letter of March 14, 2017.

We continue to wish you every success with this project and your other community safety initiatives.

Sincerely,

Peter Ronald
Programs Officer

cc: Gerald Basten, Kent Harrison Joint Emergency Program, Village of Harrison Hot Springs
Jessica Duncan, Wildfire Prevention Officer, Coastal Fire Centre

(o) vid

0550-02

7(a)

RECEIVED

DEC 22 2017

BY VILLAGE OF HARRISON HOT SPRINGS

HARRISON HOT SPRINGS
Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Administration Department no later than 12:00 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. All requests must be accompanied with background information which will be included in the agenda package. You can submit your request in person, by mail at PO Box 160 Harrison Hot Springs, BC V0M 1K0, fax at 604-796-2192 or e-mail at admin@harrisonhotsprings.ca.

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

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

Date: December 21, 2017 Requested Meeting Date: March 5, 2018

Organization Name (if applicable): Fraser Valley Regional District

Name of Presenter: Johannes Bendle + Katelyn Hipwell

Name of Applicant if Other than Above: Katelyn Hipwell, Planner 1

Contact Phone Number & E-Mail: 604-702-5011 khipwell@fvrd.ca

Mailing Address with Postal Code: 45950 Cheam Avenue, Chilliwack V2P 1N6

Audio/Visual requirements: Powerpoint Presentation

Topic: Update on Hemlock OCP update + Resort Master Plan

Action you wish Council to take: For information

8(a)

District of Sicamous
446 Main Street
PO Box 219
Sicamous, BC
V0E 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca

Sicamous
LIVE MORE

February 14, 2018

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
PO Box 9838 STN PROV GOVT
Victoria, BC V8V 1X4

Re: Cannabis Sales Revenue Sharing

As expressed by other local governments within BC, there is a need to discuss impacts to local governments and to share in the revenue generated from the implementation of the legalization of cannabis.

Current discussions regarding revenue sharing involve the Federal and Provincial governments with no inclusion of local governments. Ultimately, the legalization will entail additional costs for local governments both in social and policing costs. A Federation of Canadian Municipalities (FCM) paper is stating that the impact may affect policing, fire services, building codes, city planning, municipal licensing and standards, public health, social services, communications, law, etc.

The District of Sicamous is requesting your support, by agreeing to 50% of the provincial share of the cannabis tax sharing formula be provided to local governments. This is an adequate and equitable share to help support costs and services incurred by local governments.

Regards,
DISTRICT OF SICAMOUS

Terry Rysz
Mayor

cc: UBCM Member Municipalities

FILE #		DATE	
☐ CAO		☐ INFRA	
☐ DCAO/CO		☐ PW	
☐ FO		☐ OTHER	
☐ ACCOUNTS		☐ MAYOR	
☐ COMM SERV		☐ COUNCIL	
ITEM	A	B	C
COUNCIL AGENDA			
DATE			
		INITIAL ☐	
ITEMS: A-REQ. ACTION:			
B - INFO - W/REP:			
C - INFO ONLY			

(a) 8

8(b)

LEGISLATIVE SERVICES
750 17th Street West Vancouver BC V7V 3T3
T: 604-925-7004 F: 604-925-7006

February 23, 2018

File: 0055-20-LMLGA

LMLGA Member Municipalities:

Re: District of West Vancouver Resolution - New Municipal Tax Classes – Submitted for consideration at LMLGA 2018 Convention

The District of West Vancouver Council at its February 19, 2018 regular meeting passed the following motion:

WHEREAS many municipalities in BC are facing a very significant and well-documented housing affordability issue with property prices significantly higher than local residents' ability to pay and in many cases the highest average housing prices in the country;

AND WHEREAS currently, municipalities have only nine tax classes that can be used to set property taxes to achieve municipal goals:

Class 1 - Residential;
Class 2 - Utilities;
Class 3 - Supportive Housing;
Class 4 - Major Industry;
Class 5 - Light Industry;
Class 6 - Business Other;
Class 7 - Managed Forest Land;
Class 8 - Recreational Property, Non-Profit Organization; and
Class 9 – Farm;

and while there have been minor amendments, the basic structure of this property tax class system has not been substantially amended since the 1980s;

AND WHEREAS with the creation of new tax classes each municipality could set different tax rates for each class based on their individual needs and circumstances. As an example, different residential classes could be created to address vacant houses, non-resident ownership, etc;

THEREFORE BE IT RESOLVED THAT the provincial government amend the Community Charter to allow municipalities to create additional tax classes so they can each accomplish their own community goals.

The District of West Vancouver Council respectfully requests your support of the resolution. This serious housing affordability issue continues to affect many in our Lower Mainland communities. Thank you for your consideration.

Sincerely,

Michael Smith, Mayor

Attachment

(d)8

MEMORANDUM

8.2.

Date: February 2, 2018 File: 0120-06

To: Council

From: Mayor Smith and Councillor Gambioli

Re: Notice of Motion regarding New Municipal Tax Classes

Notice of the following motion regarding "New Municipal Tax Classes" will be given at the February 5, 2018 regular Council meeting. At the February 19, 2018 regular Council meeting, after the proposed motion is moved and seconded, discussion on the proposed motion will be held.

Take notice that at the February 19, 2018 regular Council meeting, Councillor Gambioli, with a seconder, will Move:

WHEREAS many municipalities in BC are facing a very significant and well-documented housing affordability issue with property prices significantly higher than local residents' ability to pay and in many cases the highest average housing prices in the country.

AND WHEREAS currently, municipalities have only nine tax classes that can be used to set property taxes to achieve municipal goals:

Class 1 - Residential;
Class 2 - Utilities;
Class 3 - Supportive Housing;
Class 4 - Major Industry;
Class 5 - Light Industry;
Class 6 - Business Other;
Class 7 - Managed Forest Land;
Class 8 - Recreational Property, Non-Profit Organization; and
Class 9 – Farm;

and while there have been minor amendments, the basic structure of this property tax class system has not been substantially amended since the 1980s;

AND WHEREAS with the creation of new tax classes each municipality could set different tax rates for each class based on their individual needs and circumstances. As an example, different residential classes could be created to address vacant houses, non-resident ownership, etc.

THEREFORE BE IT RESOLVED THAT the provincial government amend the *Community Charter* to allow municipalities to *create additional tax classes* so they can each accomplish their own community goals.

MOVER: Councillor Nora Gambioli

SECONDER: Mayor Michael Smith

1344220

Information Supporting the Notice of Motion

District staff would like to enter into discussions with Provincial Government staff about the possibility of creating additional tax classes that would allow municipalities to charge additional tax, or possibly even charge lower tax to discourage/incentivize certain behaviours to achieve municipal goals. Through the creation of new tax classes, each municipality could set different tax rates for these classes to achieve each municipalities' own particular goals. Funds raised through these new tax classes could be designated so they are only to be spent on each municipality's pre-established goals.

VILLAGE OF HARRISON HOT SPRINGS

HARRISON HOT SPRINGS
Naturally Refreshed

REPORT TO COUNCIL

TO: **Mayor and Council** **DATE: February 28, 2018**

FROM: **Ken Cossey, MCIP, RPP** **FILE: 3090-20-DVP02/18 (501 Hot Springs Rd)**

SUBJECT: **To start the Development Variance Permit process**

ISSUE:

Seeking approval to start the Development Variance Permit review process.

BACKGROUND:

The applicant is seeking a setback variance to allow for a new portable to be placed on the school site. The portable is required to allow for the expansion of the current daycare facility, located on this site. The daycare operator, a private operator, has received written permission from the school board to expand their daycare facility on their property. The applicant is requesting a reduction in the setback requirements from 6.0 M down to 2.13 M which necessitates the DVP application.

RECOMMENDATION:

1/. That staff be authorized to work on application 3090-20-DVP02/18 for land legally described as: Lot 1, Section 13 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 9656, with the civic address of 501 Hot Springs Road.

Respectfully submitted:

Ken Cossey, MCIP, RPP,
Planning Consultant

REVIEWED BY and Concurrence with the RECOMMENDATIONS

Madeline McDonald
Chief Administrative Officer

Attachments (1) Location Map

Maps

PROPOSED SITE

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council
FROM: Ken Cossey, MCIP, RPP Planning Consultant

DATE: February 28, 2018
FILE: 3320-20-SUB-750HSR

SUBJECT: Removal of covenant BB1939037

ISSUE:

The removal of covenant BB1939037 from this parcel of land

BACKGROUND:

This site has recently received approval for a zoning amendment change from Tourist Commercial 5 to Comprehensive Development 5. Associated with the past use is a Section 219 covenant, as per the *Land Title Act*. This covenant addresses issues associated with the then permitted use of electric go-karts and the landscape buffering requirements for the track. As this use is not applicable anymore the covenant is no longer required. Upon a review of the covenant, staff is of the opinion that there are no outstanding issues associated with this covenant and it can be released.

RECOMMENDATIONS:

1/. THAT staff be authorized to secure the release of covenant BB1939037 from land legally described as: Lot A Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan EPP 74538, civic address 750 Hot Springs Road.

Respectfully submitted:

Ken Cossey, MCIP, RPP,
Planning Consultant

REVIEWED BY and Concurrence with the RECOMMENDATIONS

for Madeline McDonald
Chief Administrative Officer

Attachment (1) BB1939037

BB1939036 28 FEB 2011 12 25 BB1939037

2011 2 12 25

LAND TITLE ACT
FORM C
(Section 219.81) *[now s. 233]*
Province of British Columbia

GENERAL INSTRUMENT – Part 1 (This area for Land Title Office Use) Page 1 of 8 pages

1. APPLICATION: *(Name, address, phone number and signature of applicant, applicant's solicitor or agent)*
Baker Newby LLP
9259 Main Street, P.O. Box 390
Chilliwack, BC, V2P 6K2
604-792-1376 (Go Kart s.219 Covenant)
File No. 40649-1

Signature of applicant, applicant's solicitor or agent
Ronald A. Kelly
DYE & DURHAM CLIENT No.11061

2. PARCEL IDENTIFIER(S) AND LEGAL DESCRIPTION(S) OF LAND:*

(PID)	*(LEGAL DESCRIPTION)*
011-150-513	Lot 10 Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 5519

3. NATURE OF INTEREST:*

DESCRIPTION	*DOCUMENT REFERENCE (page and paragraph)*	*PERSON ENTITLED TO INTEREST*
SEE SCHEDULE		

4. TERMS: Part 2 of this instrument consists of *(select one only)*

(a) Filed Standard Charge Terms		D.F. No.
(b) Express Charge Terms	X	Annexed as Part 2
(c) Release		There is no Part 2 of this instrument

sh 2/28/2011 12:25:08 PM 2 2
Charge 2 $146.80

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.

5. TRANSFEROR(S):*
SEE SCHEDULE

6. TRANSFEREE(S): *[including postal address(es) and postal code(s)]*
VILLAGE OF HARRISON HOT SPRINGS, P.O. Box 160, 495 Hot Springs Road, Harrison Hot Springs, British Columbia, V0M 1K0

7. ADDITIONAL OR MODIFIED TERMS:*
N/A

8. EXECUTION(S):** This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)	Execution Date Y	M	D	Transferor(s) Signature(s)
RONALD A. KELLY Lawyer 9259 Main Street, Box 390 Chilliwack, BC V2P 6K2 Tel. 604-792-1376 Fax: 604-792-8711	10			TUG BOAT JUNCTION ADVENTURE PARK INC., by its authorized signatory: GARY AUGUST ERNEST SENFT

OFFICER CERTIFICATION:
Your signature constitutes a representation that you are a solicitor, notary public, or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.
* If space insufficient, enter "SEE SCHEDULE" and attach schedule in Form E.
** If space insufficient, continue executions on additional page(s) in Form D.

3/3

LAND TITLE ACT
FORM D

EXECUTIONS CONTINUED

Officer Signature(s)	Execution Date			Transferor/Transferee/Borrower/ Party Signature(s)
	Y	M	D	FIRST WEST CREDIT UNION (FI156) (formerly Envision Credit Union and Valley First Credit Union see DF BB1235218), by its authorized signatory(ies):
JAMES H. NARRAWAY Commissioner for Taking Affidavits for British Columbia 45840 Cheam Avenue Chilliwack, BC V2P 1N8	10	12	14	

Officer Signature(s)	Execution Date			Transferor/Transferee/Borrower/ Party Signature(s)
	Y	M	D	VILLAGE OF HARRISON HOT SPRINGS, by its authorized signatory(ies)
Debra Key Corporate Officer A COMMISSIONER FOR TAKING AFFIDAVITS IN BRITISH COLUMBIA VILLAGE OF HARRISON HOT SPRINGS BOX 160 HARRISON HOT SPRINGS V0M 1K0	~~10~~ 11	02	21	MAYOR Ken Becotte Mayor CAO Ted Tisdale Chief Administrative Officer

AS TO BOTH SIGNATURES.

OFFICER CERTIFICATION:
Your signature constitutes a representation that you are a solicitor, notary public, or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM E

SCHEDULE

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM OR GENERAL DOCUMENT FORM

3. NATURE OF INTEREST:

Description	Document Reference (page and paragraph)	Person Entitled to Interest
Section 219 Covenant	Pages 4 to 6	VILLAGE OF HARRISON HOT SPRINGS
with priority over Mortgage No. BB388414 and Assignment of Rents BB388415	Page 8	VILLAGE OF HARRISON HOT SPRINGS

5. TRANSFEROR(S):

TUG BOAT JUNCTION ADVENTURE PARK INC. (Inc. No. BC0645270), of 122 First Avenue, Cultus Lake, British Columbia, V2R 4Y5 (as to Section 219 Covenant) and FIRST WEST CREDIT UNION (FI156) (formerly Envision Credit Union and Valley First Credit Union see DF BB1235218), of 6470 – 201st Street, Langley, British Columbia, V2Y 2X4 (as to Priority Agreement).

TERMS OF INSTRUMENT – PART 2

COVENANT

(Section 219 Land Title Act)

THIS AGREEMENT made the 19th day of November, 2010;

BETWEEN:

TUG BOAT JUNCTION ADVENTURE PARK INC.
(Inc. No. BC0645270)
122 First Avenue
Cultus Lake, British Columbia, V2R 4Y5

(the "Grantor")

AND:

VILLAGE OF HARRISON HOT SPRINGS
P.O. Box 160, 495 Hot Springs Road
Harrison Hot Springs, British Columbia, V0M 1K0

(the "VILLAGE")

WHEREAS:

A. The Grantor is the owner of those certain lands and premises located within the Village of Harrison Hot Springs, in the Province of British Columbia, and more particularly known and described as:

Parcel Identifier: 011-150-513
Lot 10 Section 12 Township 4 Range 29
West of the Sixth Meridian
New Westminster District Plan 5519

(the "Lands");

B. Section 219 of the *Land Title Act* R.S.B.C. 1996, c. 250 permits the registration of a covenant of a positive or negative nature in favour of the Village of Harrison Hot Springs in respect to the use of land or the use of a building on or to be erected on the Lands;

C. The Grantor wishes to rezone the Lands to permit the construction and use of the Lands for a go kart facility;

D. The Grantor desires to grant, and the Village agrees to accept this Covenant on the terms and conditions contained herein.

NOW THEREFORE THIS AGREEMENT WITNESSETH that pursuant to Section 219 of the *Land Title Act*, and in consideration of the premises and the mutual covenants

and agreements contained herein and the sum of One ($1.00) Dollar now paid to the Grantor by the Village (the receipt and sufficiency whereof is hereby acknowledged), the parties hereto covenant and agree each with the other as follows:

1. THE GRANTOR COVENANTS AND AGREES with the Village that the Lands may only be used for a Go Kart Facility in accordance with the following restrictions and conditions:

(a) that only electric go karts are permitted;

(b) that the go karts shall not be operated or used in any manner after 9PM on any day, provided that the Grantor may request a modification of this restriction 1 year after the go kart track has been in operation;

(c) that the go kart track shall be constructed generally in accordance with the design attached as Schedule "A";

(d) that the go kart facility shall be developed in accordance with any and all applicable national safety standards in effect when the track is constructed and that are acceptable to the Grantor's Insurance provider;

(e) that no portion of the go kart track may be sited less than 2 meters from any property line; and

(f) that a landscape buffered area not less than 3 meters wide shall either be planted or existing vegetation be retained along the northern property line of the Lands, except where the track may be sited 1 meter within the required landscape buffer in which case the landscape buffered area shall not be less than 2 meters wide.

2. For certainty, the Lands may not be used for a go kart facility or for the use of go karts if the terms and restrictions on the use set out in Section 1 above are not complied with.

3. This covenant is granted voluntarily by the Covenantor to the Village pursuant to Section 219 of the *Land Title Act* (British Columbia) and shall run with the Lands.

4. The Covenantor hereby releases, indemnifies and saves the Village, its elected officials, officers, employees and agents harmless from and against any and all actions, causes of action, losses, damages, costs, claims, debts and demands whatsoever by any person, arising out of or in any way due to the granting or existence or enforcement of this Covenant.

5. Nothing in this Covenant affects the Village's rights and powers in the exercise of its statutory functions under its statutes, bylaws, resolutions, orders and regulations, all of which may be fully exercised in relation to the Lands as if this Covenant had not been granted.

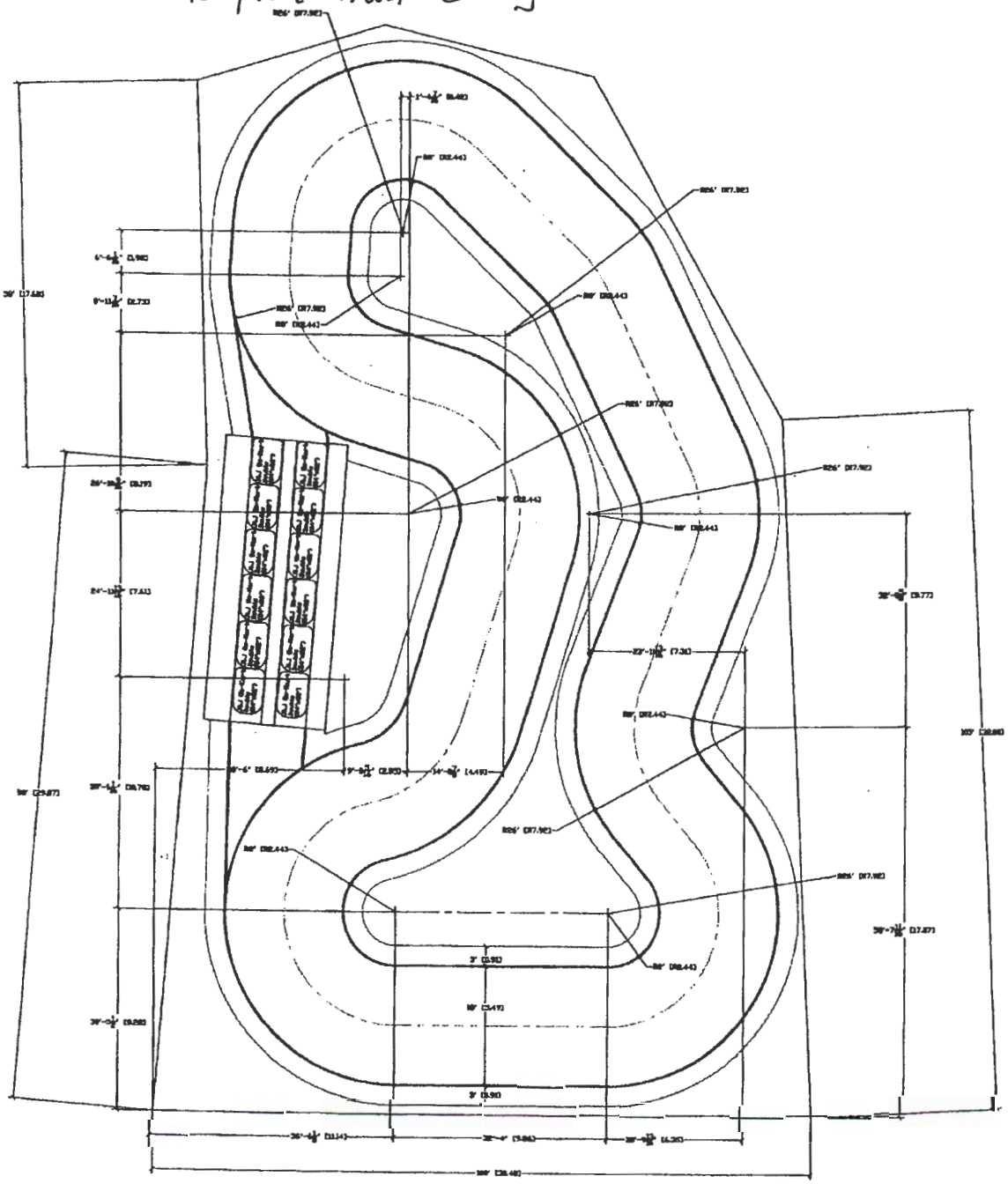
6. The Covenantor shall, forthwith after execution hereof by it, do or cause to be done all acts or things reasonably necessary to give proper effect to the intentions of this Covenant and to ensure that this may be registered against the title to the Lands in the Land Title Office.

7. Whenever the singular or masculine is used herein, the same shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require; this Covenant runs with the Lands; every reference to each party hereto shall be deemed to include the officers, employees, elected officials, agents, servants, successors and assigns of that party; this covenant and each and every provision hereof shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns, as the case may be, NOTWITHSTANDING any rule of law or equity to the contrary; and if any section, subsection, clause or phrase of this covenant is for any reason held to be invalid by the decision of a Court of competent jurisdiction the invalid portion shall be severed and the decision that is invalid shall not affect the validity of the remainder.

IN WITNESS WHEREOF the parties hereby acknowledge that this Agreement has been duly executed and delivered by executing the Forms C and D attached hereto.

Page 7 of 8 pages

SCHEDULE "A"
Go Kart Track Design



TRACK LENGTH - 392'

PRIORITY AGREEMENT

FIRST WEST CREDIT UNION (FI156)
(formerly Envision Credit Union and Valley First Credit Union
see DF BB1235218)
Holder of
Mortgage BB388414 and Assignment of Rents BB388415

In consideration of the sum of ONE DOLLAR ($1.00) and other good and valuable consideration, FIRST WEST CREDIT UNION (FI156) (formerly Envision Credit Union and Valley First Credit Union see DF BB1235218), being the holder of the encumbrances or entitled to the liens or interests referred to above, hereby grants, approves of, joins in and consents to the granting of the within agreement and covenants, and agrees that the same shall be binding upon its interests in or charges upon the said lands, and shall be an encumbrance upon the said lands prior to the above-noted Mortgage BB388414 and Assignment of Rents BB388415 in the same manner and to the same effect as if it had been dated and registered prior to the above-noted Mortgage BB388414 and Assignment of Rents BB388415.

IN WITNESS WHEREOF First West Credit Union (formerly Envision Credit Union and Valley First Credit Union – see DF BB1235218) hereby acknowledges that this agreement has been duly executed and delivered by executing the Form D attached hereto.

END OF DOCUMENT

K:\clients\rak\40649-1\Village Go Kart Covenant (Nov 10).doc

12(c)

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 28, 2018

FROM: Ken Cossey, MCIP, RPP Planning Consultant **FILE:** 3060-20-DP01/18

SUBJECT: Issuance of a Development Permit – 872 Hot Springs Road

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ISSUE:

Consideration on the issuance of a geotechnical development permit for 872 Hot Springs Road.

BACKGROUND:

The above referenced parcel of land is located within the Geotechnical Development Permit Area (DPA), as outlined in the OCP. The rationale for this designation is to ensure the protection of development from hazardous conditions.

The required Development Permit information is contained within a report from Chehalis Consulting Ltd., dated February 15, 2018 (Revision 1). This report is the backbone associated with the DP requirements and is an update of their previous report dated in 2017. The revised report was required as the applicant has selected a new location for the placement of his new residence on the land. The revised report has revisited the following issues:

- Rockfall hazards
- Flood plain hazards, and
- Seismic slope hazards

In the updated February 2018 report, the environmental professional's previous site review and subsequent report, indicates that the site can be used safely for the intended use.

Upon a review of the revised report, staff is of the opinion that all of the DP requirements have been addressed and the Chehalis report recommendations have been incorporated into the requirements of the attached DP.

The existing structures on this site will be removed.

(5)61

RECOMMENDATIONS:

1/. THAT Development Permit DP 01/18 be issued to; Jonas Anthony Neels and Christiaan Neels for property located at 872 Hot Springs Road, Harrison Hot Springs for land legally described as:

Lot 17 Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 34595

Respectfully submitted:

Ken Cossey, MCIP, RPP,
Planning Consultant

REVIEWED BY and Concurrence with the RECOMMENDATIONS:

for Madeline McDonald
Chief Administrative Officer

Attachments (1) DP 01/18

HARRISON HOT SPRINGS
Naturally Refreshed

Village of Harrison Hot Springs

DEVELOPMENT PERMIT NO. DP01/18

ISSUED this ___ day of _____, 2018

FILE No: 3060-20-DP01/18
FOLIO No: 5240-15477

TO: **Christiaan Neels and Jonas Anthony Neels**

(the "Permittees")

ADDRESS:

Christiaan Neels
52701 Parkrose Wynd
Rosedale, BC
V0X 1X1

Jonas Anthony Neels
1651 Parkwood Drive
Agassiz, BC
V0M 1A2

1. This Development Permit is issued subject to compliance with all of the bylaws of the Village of Harrison Hot Springs applicable thereto. This Development Permit must not be used to supplement any bylaw or vary the requirements of the Village of Harrison Hot Springs zoning requirements.

2. This Development Permit applies to and only to those parcels of land(s) within the Village of Harrison Hot Springs legally described below:

   Lot 17 Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 34595 (PID 007-067-631)

   (the "Lands")

   and any and all buildings, structures, and other development thereon.

3. **This Development Permit is issued only to allow:**

   for the residential development of the Lands.

4. The development must be carried out according to the following time schedule, if applicable: **N/A**

5. As a condition of the issuance of this Development Permit, the Council holds security set out below to ensure that development is carried out in accordance with the terms and conditions of this Development Permit. Should any interest be earned upon the security, it must accrue to the Permittees and be paid to the Permittees if the security is returned. The condition of the posting of the security is that should the Permittees fail to carry out the work hereby authorized according to the terms and conditions of the Development Permit within the time provided, the Village may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permittees; or should the Permittees carry out the work Permitted by this Development Permit within the set time set out below, the security shall be returned to the Permittees.

(a) an Irrevocable Letter of Credit in the amount of $_____

(b) none required [X]

6. THE FOLLOWING CONDITIONS APPLY TO THE DEVELOPMENT OF THE LANDS OR APPLY TO THE USE OF THE LANDS:

   (a) All residential buildings be designed and constructed such that the habitable portion lies above the Flood Construction Level of 14.55 M,
   (b) The residential building must be located on the site, as outlined on Map Sheet A-1.01 and
   (c) The existing structures must be removed.

7. The Lands must be developed and used strictly in accordance with this Development Permit, including any attached plans, maps and specifications.

8. The following plans, maps or specifications are attached to and form a part of this Development Permit:

   a/. Map Sheet A 1.01, prepared by R & K Enterprises, dated 2017-09-09.

9. **This Development Permit is NOT a Building Development Permit, a subdivision approval nor a soil deposit or removal permit**.

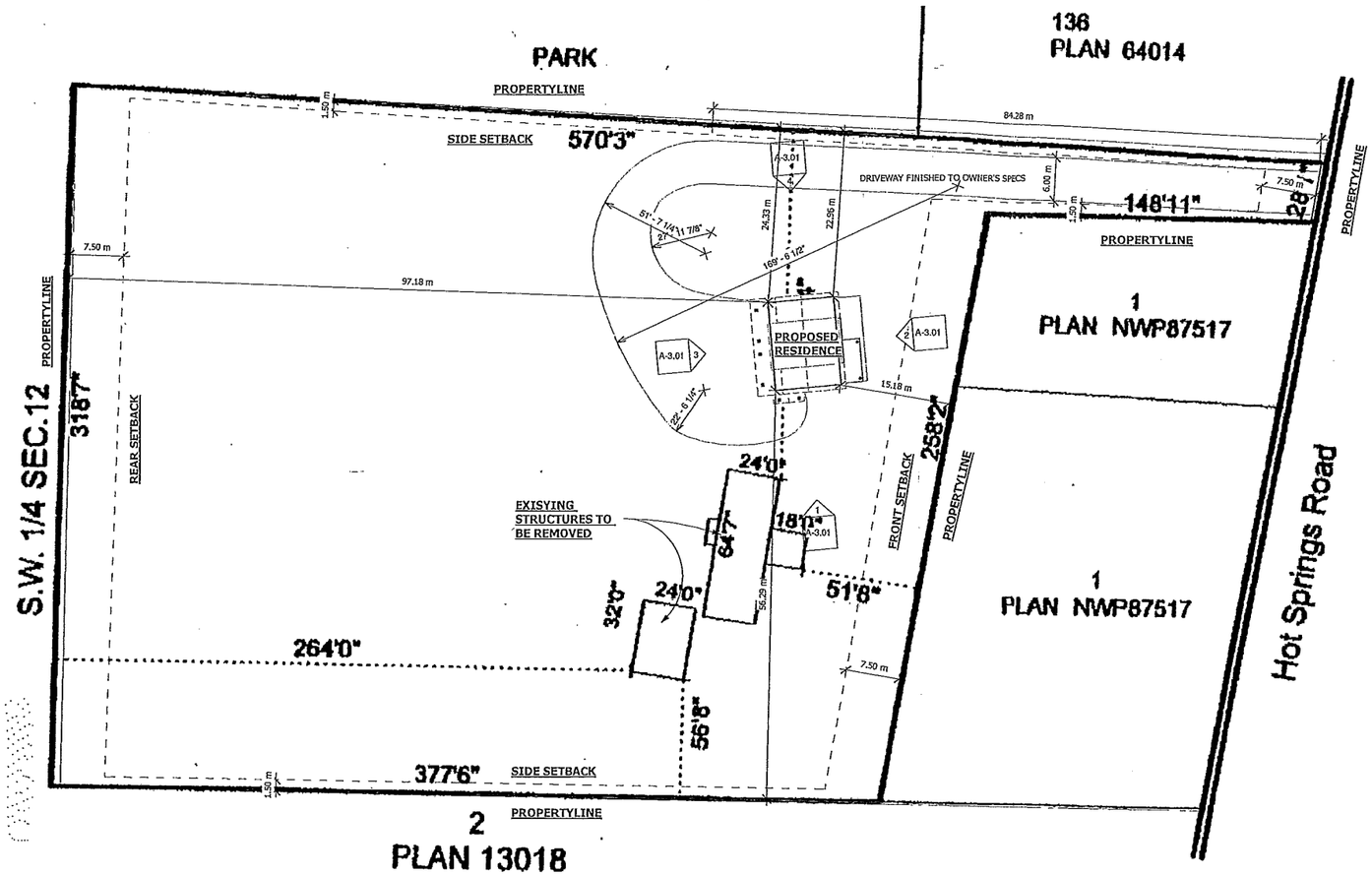
10. This Development Permit must lapse on the ___ day of ____, 2020 unless the development is substantially started.

RESOLUTION PASSED BY COUNCIL, THIS ____ day of _____, 2018

I HEREBY CERTIFY that I have read the terms and conditions of the Development Permit contained herein. I understand and agree that the Village of Harrison Hot Springs has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with the owner of the parcel of land or me other than those contained in this Permit.

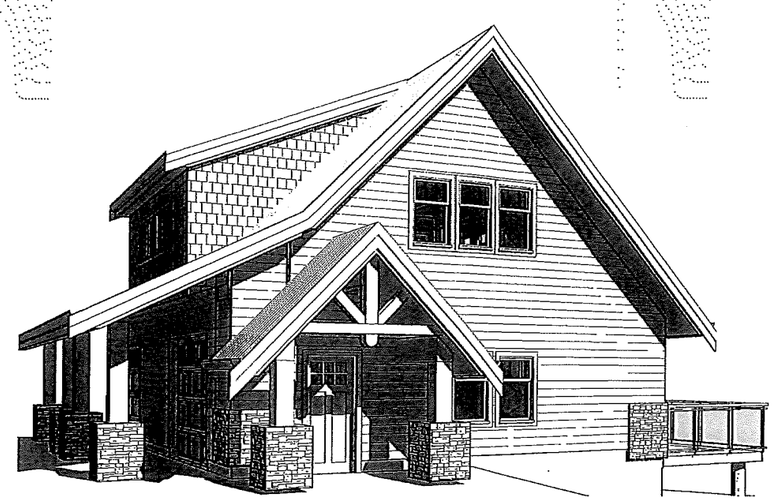
_____	_____
Christiaan Neels (signature)	Jonas Anthony Neels (signature)
_____	_____
Print Name	Print Name

_____
Corporate Officer



NORTH

SITE PLAN
SCALE: 1" = 30'-0"



PROJECT INFORMATION LEGEND

PROPERTY OWNER:	JONAS NEELS
AUTHORITY HAVING JURISDICTION:	FRASER VALLEY REGIONAL DISTRICT
BUILDER:	???
SITE CIVIC ADDRESS:	872 HOT SPRINGS RD HARRISON HOTSPRINGS B.C.
SITE LEGAL ADDRESS:	LOT 17, SECTION 12, TOWNSHIP 4, RANGE 29, MERIDIAN 6, NEW WESTMINSTER DISTRICT, PLAN NWP34595 MERIDIAN W6. PID007-087-631 FOLIO 527.5240-15477
SITE ZONING:	R1 LOW DENSITY RESIDENTIAL (CONVENTIONAL)
PROPOSED USE:	SINGLE FAMILY RESIDENCE

ZONING BYLAW ANALYSIS

BYLAW DESCRIPTION	ALLOWABLE	PROPOSED
LOT SETBACKS		
FRONT LOT LINE	7.5m (MINIMUM)	15.18m
REAR LOT LINE	7.5m (MINIMUM)	97.18m
INTERIOR SIDE LOT LINE	1.5m (MINIMUM)	22.96m
EXTERIOR LOT LINE	3.6m (MINIMUM)	m
LOT AREA	11890.98sq. m.	11890.98sq. m.
SITE COVERAGE	4756.39sq. m. (40% OF LOT AREA)	55.74sq. m. (0.469% OF LOT AREA)
BUILDING HEIGHT	10.7m	7.12m

FLOOR AREAS

NAME	AREA	COMMENTS
FINISHED		
LOWER FLOOR AREA	111.48 m²	FINISHED
MAIN FLOOR AREA	55.74 m²	FINISHED
UPPER FLOOR AREA	68.65 m²	FINISHED
UNFINISHED		
GARAGE	55.74 m²	UNFINISHED
	291.62 m²	

GENERAL SYMBOL LEGEND

CROSS SECTION MARKER
SIM DIRECTION OF VIEW
1 A101 SECTION IDENTIFICATION
SHEET WHERE DRAWN
W1 WALL CONSTRUCTION TYPE
VENT FAN AS PER B.C.B.C. 2009 - 9.32.
MAIN FLOOR POINT LOAD SYMBOL: CONFIRM CONNECTIONS ON SITE
UPPER FLOOR POINT LOAD SYMBOL: CONFIRM CONNECTIONS ON SITE
ROOF PLAN POINT LOAD SYMBOL: CONFIRM CONNECTIONS ON SITE
NOTES: SEE SHEET A-1.02 FOR GENERAL NOTES, ABBREVIATIONS, DOOR & WINDOW SCHEDULES

ARCHITECTURAL DRAWING INDEX

SHEET	DRAWING TITLE
A-1.01	SITE PLAN & PROJECT INFORMATION
A-1.02	GENERAL NOTES
A-2.01	FOUNDATION PLAN / GARAGE FLOOR FRAMING PLAN & BASEMENT FLOOR PLAN
A-2.02	GARAGE FLOOR PLAN
A-2.03	UPPER FLOOR FRAMING PLAN & UPPER FLOOR PLAN
A-3.01	EXTERIOR ELEVATIONS
A-4.01	BUILDING SECTIONS A, B, C & D
A-11	ENERGY EFFICIENCY - ABOVE GRADE
A-12	ENERGY EFFICIENCY - BELOW GRADE

Issues / Revisions
2017-08-23 ISSUED FOR CLIENT REVIEW
2017-08-28 ISSUED FOR CLIENT REVIEW
2017-08-30 ISSUED FOR CLIENT REVIEW
2017-09-09 ISSUED FOR BUILDING PERMIT

Client: Mr. Jonas neels

Project Description: PROPOSED SINGLE FAMILY RESIDENCE

872 HOT SPRING ROAD
HARRISON HOTSPRINGS B.C.
V0M 1K0

Home/ Office
5577 Cowan St.
Chilliwack B.C.
V2R3J9

Roger Whiteway
RKWHITEWAY@SHAW.CA
604-316-2675

R & K Enterprises

Project Number: 17-67
Drawn: RCW
DESIGNED: RCW
Checked: RCW
Scale: As indicated
Date: 2017-09-09 3:33:07 PM

Sheet Title: SITE PLAN & PROJECT INFORMATION
Sheet Number: A-1.01

ATTACHMENT A TO DP01/18

HARRISON HOT SPRINGS

Naturally Refreshed

BYLAW ENFORCEMENT SERVICES ANNUAL REPORT 2017

An Overview of Bylaw Enforcement Services for the Village of Harrison Hot Springs

Submitted by: Devlin Onucki

Bylaw Enforcement Service Mission Statement

To deliver bylaw enforcement services in a fair and balanced approach with the intent to protect the general public and ensure that the Village of Harrison remains a pleasant and safe community in which to live, work, and visit. This is done through community engagement, education and compliance of bylaws.

INDEX

An Overview

I was selected to provide bylaw enforcement services for the Village of Harrison Hot Springs after the previous Officer accepted an opportunity in another municipality.

I originally started with the Village in 2008 to 2015. I look forward to providing bylaw enforcement services to the Village and working through some of the existing bylaw challenges. I am just as excited to take on the 2018 season. I want to thank Council and the management team for the opportunity.

With that said, I want to re-iterate my commitment to sustaining a safe and pleasant community while ensuring community bylaw enforcement needs and outcomes are being met.

Yours truly,

I. INVASIVE SPECIES

There are a number of empty lots located within the Village boundaries. A number of these lots are not maintained. Empty lots have become overgrown with both invasive and noxious plants. Invasive species have the ability to establish quickly in new areas and spread rapidly. It has the potential to change the landscape and ecology of an area. Once it has taken root it can be very difficult to reverse.

Overgrown empty lot

Historically the most problematic invasive plant in the Village was Blackberry Bush. Every year a number of complaints would come in regarding this plant. It grows quickly encroaching onto adjacent properties and is a nuisance in general.

Rodent nesting is dense growth

The primary concern is it is the perfect plant to harbor rodents. It forms large, dense, impenetrable thickets that rodents find to be the perfect habitat.

In recent years a more insidious noxious weed has become more prevalent (knotweed). This plant can cause damage to infrastructure breaking through pavement, and concrete. It is very difficult to eradicate. Letters have been sent to property owners with identified knotweed together with an information package from the Invasive Plant Council of BC on effective methods of knotweed removal. The methods do involve repeated measures over months or years. A permanent effective treatment of knotweed is quite involved and the Property Maintenance Bylaw is only able to enforce the minimum requirement of invasive plant removal. Most (if not all) of these properties will see a return on the plant each year, potentially in a worsening state, if not treated adequately.

Some potential impacts of Invasive Plants to the Village of Harrison

- Degradation of native ecosystems and wildlife habitat
- Loss of biodiversity, including endangered species
- Increased wildfire hazards and soil erosion
- Increased maintenance costs for landowners
- Propagation of rodent population
- Encroaches on adjacent properties

Examples of invasive weeds

- Scotch Broom *Cytisus scoparius* *(see image 1)*
- English Ivy *Hedera helix* *(see image 3)*
- English Holly *Ilex aquifolium* *(see image 2)*
- Himalayan Blackberry *Rubus armeniacus* *(see image 7)*
- English Hawthorn *Crataegus monogyna* *(see image 6)*
- Periwinkle *Vinca major, V. minor*

Some examples of Noxious Weeds

- Knotweeds *Fallopia spp*
- Garlic Mustard *Alliaria petiolata*
- Giant Hogweed *Heracleum mantegazzianum* *(see image 5)*
- Spotted Knapweed *Centaurea maculosa* *(see image 4)*
- Blessed Milk Thistle *Silybum marianum*
- Policeman's Helmet *Impatiens glandulifera*
- Scotch Thistle *Onopordum acanthium* English

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As of July 2016, the Province now regulates pesticides through the Integrated Pest Management Act. 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.

In July of 2017, Council repealed the Pesticide Use Bylaw when it was brought to light that it no longer aligned with provincial legislation and did 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.

II. ANIMAL CONTROL ISSUES

The Fraser Valley Regional District took over animal control in Harrison Hot Springs in 2016. Village Bylaw Enforcement Officers' primary role is to educate dog owners on the importance of animal control in the municipality. We continue to speak with animal owners while on active patrols and work cooperatively with the Fraser Valley Regional District assisting with bylaw enforcement as requested.

III. MOORAGE ON THE BEACH

Currently boats frequent the beachfront areas but are restricted from placing moorage devices or attaching vessels to Village infrastructure on any beach or park pursuant to Park Regulation Bylaw No. 915, 2009.

There were some ongoing issues with moorage on the beach but for the most part did not seem to be a major issue. Several warning notices were issued.

Floating structure

During the summer of 2017 it was reported that a large floating structure was seen floating in front of Rendall Park. The offender was making a series of large pieces that made up a dock. He was making these flotations at his residence which resulted in a number of building code, regulatory bylaw, environmental and health and safety issues.

This issue and has since been resolved.

IV. OVERNIGHT MOORAGE

The challenge is obtaining vessel ownership information from Transport Canada. It can take up to a month to get the information. In many cases the information may not be up to date.

A vessel had been moored at the Public Municipal Wharf for several months. A registered owner check was completed, however the address associated with this boat was no longer valid. After knocking on a few doors I was able to locate the offender and requested removal of the boat without incident.

Overnight moorage continues to be an on-going issue.

Overnight moorage vessel

V. FIRE BAN

Due to an unusual fire year the Village had a lengthy fire ban. This extended to a Prohibition Order.

Fire Chief Whittaker issued an extension to the Prohibition Order, including a ban on propane fueled fires, tiki torches, etc. and barbeques of any kind, including briquettes, propane, wood from all parks, trails, beachfronts and natural areas.

This created a challenge for Bylaw Enforcement Officers trying to stay on top of the number of people wanting to barb-e-que. This took up a very large portion of time and energy. Overall most people understood and compliance was not an issue or concern.

As a result of these concerns a new Open Burning and Outdoor Fire Regulation Bylaw was adopted.

SIGN BYLAW

9.3 Sandwich Board Signs

a) Sandwich board signs are prohibited on municipal property, including sidewalks, civic plaza, boulevards, and streets, parking areas, parking stalls, public parks and beach areas.

A number of local businesses had to be advised to remove sandwich boards.

The issue was managed through education and correspondence. The challenge with the Sign Bylaw is that it is not always easy to determine the location of the property line.

Example of a sandwich board

7.3 Duties and Responsibilities of the Sign Owner

The owner shall ensure that all signs are constructed in accordance with all applicable legislation, regulations and bylaw and maintained to a safe and presentable standard to avoid risk of injury to any person or damage to any property.

A letter went out to one of the Campgrounds requesting repair of their business sign.

Missing one side of the sign facia exposing electrical equipment

VI. PARKING

Historical statistics indicate a significant increase in Highway and Traffic related infractions. 2017 show that 239 tickets were issued.

A number of complaints were made regarding oversized vehicles in residential areas.


Commercial vehicle parked in residential area

8 Parking or Storage of Vehicles

In residential zones, no more than the number and type of vehicles set out below will be parked or stored on one parcel;

- Four vehicles, one of which may be a truck or school bus not exceeding 4,500 kilograms gross vehicle weight or one horse trailer or camper or recreation vehicle: and
- One boat and boat trailer.

A complaint was received of an oversized commercial truck being parked. The offender was given time to move the vehicle. In response the offender submitted nine complaints of other residences with oversized vehicles within the Village. Only four of the properties met the criteria for oversized. Letters were sent to the alleged offenders.

The Village also received a report of a vehicle blocking a private driveway. This is not the first time the complainant has been affected. Upon investigation, it was discovered that the white lines look like a defined parking stall. The complainant's residence is set back from the road therefore if you're not paying attention you would not know there is a driveway there. The home owner has been advised to erect "no parking" signage to help alleviate his concerns. Staff has been asked to review the existing roadway to determine if the white lines are confusing.


Vehicle illegally parked

There did seem to be an increase in vehicles observed (and complaints received) regarding blocked driveways.

PARKING OVERVIEW

There did appear to be some observable effects attributed to the parking change. There seemed to be an increase in vehicles (and parking issues) on streets outside of the pay parking areas. The 15 minute parking and the 2 hour parking areas on Lillooet Avenue West seemed to need more attention. Complaints were taken regarding the 2 hour parking being much busier.

VII. TREE MANGEMENT AND PRESERVATION BYLAW

The Village received a report that a number of trees had been removed contrary to the Tree Removal Permit issued. This resulted in some remediation work, replacement and replanting of a number of trees. The work was completed and the file is now closed.

Additional trees planted as a solution to unauthorized tree removal

VIII. SHORT TERM BUILDING PERMIT

Compliant RV parked for residential use

There were two incidents wherein people were living in their RV's on private property without the proper permits to do so. One incident resulted in the property owners receiving $7,500 in fines for non-compliance for offences under the Zoning Bylaw.

A similar situation played out on Hot Springs Road with different results. The owner of that property followed the process and was approved for the permits required and is able to occupy a temporary RV on site pending construction.

IX. BUILDING PERMITS

There were a number of properties over the summer months that were deferred to the Fraser Valley Regional District for building permits.

X. NOISE COMPLAINTS

Construction site

There was an on-going issue regarding construction noise specifically with development starting construction prior to 8:00 am which was in violation of the Abatement and Control of Noise Bylaw.

XI. ADJUDICATION HEARING

A number of tickets were disputed and proceeded to an adjudication hearing.

i. Abatement and Control of Noise

A number of these tickets were upheld by the Adjudication Hearing Officer. There are still 3 outstanding tickets to be heard.

ii. Highway and Traffic

Non-Commercial Vehicles, Trailers, Recreational Vehicles and Cycles. No recreational vehicle will be permitted to park on any street in excess of 8 hours regardless if it is moved or not to another parking location. The offender proved it was a commercial vehicle insured in his company name. The adjudicator ruled that although it was a truck and camper and insured under the company name, the adjudicator did not uphold the ticket.

XII. HISTORICAL STATISTICS

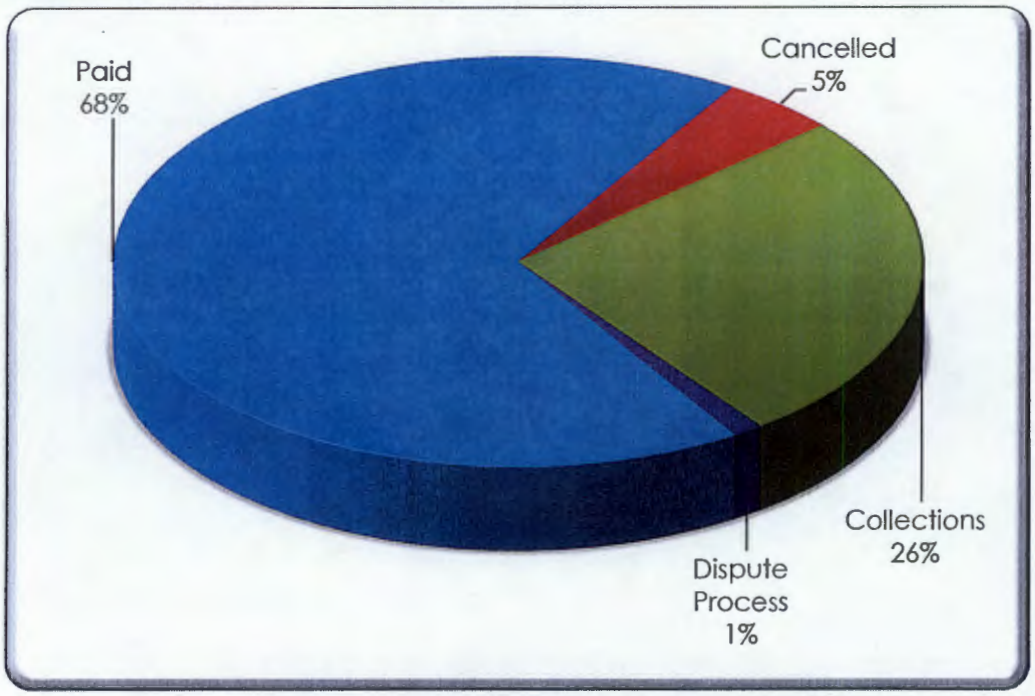
a. STATISTICS FOR 2014-2017

Bylaws	2017	2016	2015	2014	Totals
Abatement & Control of Noise Bylaw	11			1	**12**
Animal Control & License Bylaw			25	6	**31**
Business Licencing & Regulation Bylaw		1	1	1	**3**
Municipal Dock Bylaw	2				**2**
Outdoor Campfire Reg. Bylaw			1		**1**
Park Regulation Bylaw				1	**1**
Property Maintenance Bylaw			21		**21**
Sign Bylaw				1	**1**
Highway and Traffic Bylaw	148	107	197	113	**565**
Tree Management Bylaw		3			**3**
Unsightly Premises Bylaw (repealed)			4		**4**
Waste Collection & Disposal Bylaw		2			**2**
Zoning Bylaw	78		4	11	**93**
Totals	**239**	**113**	**253**	**134**	**739**

Source: Upper Fraser Valley Bylaw Adjudication Forum

** Noted: In 2017, there were 56 Bylaw Enforcement Complaint forms completed and submitted to the Village Office. Statistics for complaints received by email, phone and face to face contact are not available, though complainants are encouraged to complete and sign a complaint form and submit it to the Village Office.*

b. 2017 BYLAW NOTICES STATUS



162 Paid
63 Collections
11 Cancelled
3 Disputed