



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, March 4, 2019
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 Regular Council Meeting Minutes of February 19, 2019 be adopted.		Item 4(a) Page 1
5. BUSINESS ARISING FROM THE MINUTES		
6. CONSENT AGENDA		
i. Bylaws		
ii. Agreements		
iii. Committee/ Commission Minutes	(a) Age-Friendly Committee Meeting Minutes of October 4, 2018	Item 6.iii(a) Page 9
iv. Correspondence		
7. DELEGATIONS/PETITIONS		
8. CORRESPONDENCE		
(a) Letter dated February 26, 2019 from Lower Mainland Local Government Association Re: 2019 Call For Nominations		Item 8(a) Page 13
(b) Letter dated February 26, 2019 from Lower Mainland Local Government Association Re: 2019 Call For Resolutions – Annual General Meeting		Item 8(b) Page 17
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 Infrastructure Manager – February 26, 2019 Item 12(a)
Page 21
Re: Beach Front Willow Tree Lights

Recommendation

THAT the electrical upgrades to the tree lighting system along the north side of Esplanade Avenue be approved.

- (b) Report of the Community Services Coordinator – February 26, 2019 Item 12(b)
Page 23
Re: 2018 Grants to Groups

Recommendation

THAT the community groups be provided with funding, under the Grants to Groups program, as follows:

• Fraser Valley Paddling Club	\$1,800.00
• Kent-Harrison Arts Council	\$2,000.00
• Agassiz-Harrison Community Services	\$ 500.00
• Agassiz Baseball Association	\$ 500.00
• Miami River Streamkeepers Society	<u>\$ 525.00</u>
Total	\$5,325.00

The 2019 Grants to Groups budget is \$7,500.00. This leaves \$2,175 unassigned.

- (c) Report of the Chief Administrative Officer – February 27, 2019 Item 12(c)
Page 25
Re: Wild Fire Smoke – Draft Resolution for Consideration at LMLGA

Recommendation

THAT the following resolution be forwarded to the Local Mainland Local Government Association (LMLGA) for consideration at the LMLGA 2019 Annual General Meeting:

WHEREAS wildfire smoke is increasingly present in and around the Village of Harrison Hot Springs during the summer months;

AND WHEREAS wildfire smoke negatively impacts human health and the public's comfort and ability to enjoy the natural beauty of Harrison Hot Springs' parks and beaches;

THEREFORE BE IT RESOLVED that the Province take a more proactive role in assessing risks associated with exposure to wildfire smoke and create decision making tools to assist communities in determining what measures should be taken to mitigate those risks.

- (d) Report of the Community Services Coordinator – March 1, 2019 Item 12(d)
Page 27
Re: Resort Development Strategy Survey Results – Public Engagement Summary

Recommendation

THAT Council approves of the Resort Development Strategy 2019-21 being developed around

- 1) Synthetic outdoor rink which includes improvements to the adjacent building, washrooms and the preparation of surface to support the rink;
- 2) Lagoon and beach area improvements including accessibility upgrades; and
- 3) Public art on the lagoon or beach front area,

for submission to the Ministry of Tourism, Arts and Culture.

13. BYLAWS

- (a) Report of the Deputy Chief Administrative Officer/ Corporate Officer – February 6, 2019
Re: Increases to parking penalties under Bylaw Notice Enforcement Bylaw

Item 13(a)
Page 31

Recommendation

THAT all identified provisions and responding parking penalties marked red be increased as follows:

Highway and Traffic Bylaw No. 974		A1 Penalty	A2 Early payment	A3 Late payment
Bylaw section	Applicable provision	\$100	\$90	\$110

- (b) Report of the Financial Officer – February 20, 2019
Re: 2019-2023 Financial Plan Bylaw No. 1134, 2019

Item 13(b)
Page 35

Recommendation

THAT the 2019-2023 Financial Plan Bylaw No. 1134, 2019 be adopted.

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: Tuesday, February 19, 2019
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Leo Facio
Councillor Ray Hooper
Councillor Gerry Palmer
Councillor Samantha Piper
Councillor Michie Vidal

Chief Administrative Officer, Madeline McDonald
Deputy Administrative Officer/Corporate Officer, Debra Key
Tracey Jones, Financial Officer
Troy Davis, Infrastructure Manager
Ken Cossey, Planning Consultant (*via conference phone*)

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 Piper
Seconded by Councillor Vidal

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
RC-2019-02-09

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Palmer
Seconded by Councillor Hooper

THAT the Regular Council Meeting Minutes of February 4, 2019 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2019-02-10

Moved by Councillor Piper
Seconded by Councillor Palmer

THAT the Special Council Meeting Minutes of February 14, 2019 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2019-02-11

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

i. (a) Highway and Traffic Amendment Bylaw No. 1136, 2019

iii. (a) Draft Resort Development Committee Meeting Minutes of January 31, 2019

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT Highway and Traffic Amendment Bylaw No. 1136, 2019 be adopted; and

THAT the draft Minutes of the Resort Development Strategy Committee meeting be received.

CARRIED
UNANIMOUSLY
RC-2019-02-12

7. DELEGATIONS/PETITIONS

(a) Fraser Valley Health Care Foundation, Robert Beischer
Re: Foundation work in the region

Robert Beischer gave a PowerPoint Presentation overviewing Fraser Valley Health Care Foundation. The Foundation primary purpose is to raise funds and awareness to further the improvement of health care in the facilities and programs operated, funded or endorsed by the Fraser Health Authority within the Fraser Valley Regional Hospital District through providing the best medical equipment, programs and facilities, to better serve the communities of Abbotsford, Mission, Chilliwack, Hope, Agassiz and Harrison Hot Springs.

Robert Beischer announced that the Inaugural Fraser Valley Grand Gala will be held on November 15, 2019 in Harrison Hot Springs.

8. CORRESPONDENCE

(a) Community Wildfire Protection Plan 2017

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT the Community Wildfire Protection Plan be received.

CARRIED
UNANIMOUSLY
RC-2019-02-13

9. BUSINESS ARISING FROM CORRESPONDENCE

Item 8(a)

Community Wildfire Protection Plan 2017

Moved by Councillor Piper

Seconded by Councillor Palmer

THAT Council request a meeting with the Honourable Doug Donaldson, Minister of Forest, Lands, Natural Resource Operations at the 2019 Union of British Columbia Municipalities Convention for the purpose of requesting the Province to further assist communities that are exposed to wildfire smoke for an extended period of time; and

THAT staff draft a resolution for consideration at the 2019 Union of BC Municipalities Convention in support of Objective 6 of the Community Wildfire Protection Plan (2017) prepared by B.A. Blackwell & Associates, requesting that the Province undertake measures to assess and mitigate risks associated with wildfire smoke.

**CARRIED
UNANIMOUSLY**

RC-2019-02-14

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

Councillor Vidal

- Attended Council's Strategic Planning Session held on February 7, 2019
- Attended the Community Wildfire Protection Plan presentation by B.A. Blackwell and Associates held on February 11, 2019
- Attended the Fraser Valley Aboriginal Relations Committee held on February 14, 2019
- Attended a Special Council meeting held on February 14, 2019
- Attended the Financial Budget Open House held on February 15, 2019

Councillor Hooper

- Attended Council's Strategic Planning Session held on February 7, 2019
- Attended the Community Wildfire Protection Plan presentation by B.A. Blackwell and Associates held on February 11, 2019
- Attended a webinar hosted by Tamarack Community focusing on Indigenous relationships held on February 15, 2019
- Attended the Financial Budget Open House held on February 15, 2019

Councillor Palmer

- Attended Council's Strategic Planning Session held on February 7, 2019
- Attended a Special Council meeting held on February 14, 2019
- Attended the Fraser Valley Diversities Award event held on February 15, 2019

*Village of Harrison Hot Springs
Minutes of the Council Meeting
February 19, 2019*

Councillor Piper

- Attended the Council's Strategic Planning Session held on February 7, 2019
- Attended the Community Wildfire Protection Plan presentation by B.A. Blackwell and Associates held on February 11, 2019
- Attended a Special Council meeting held on February 14, 2019
- Reported that Pink Shirt Day is recognized on February 27, 2019

11. MAYOR'S REPORT

- Attended a meeting with Sergeant D. Rennie from the Royal Canadian Mounted Police (RCMP), Agassiz detachment. Reported that a letter was sent to the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General regarding the concern of the RCMP staffing levels in the local detachment.
- Reported that Ruth Altendorf, a well-known community volunteer had passed away and sends his condolences to the family.
- Attended a meeting with Federal Minister Francois-Philippe Champagne of Infrastructure and Communities hosted by the Chilliwack's Chamber of Commerce
- Announced that the Order of British Columbia nominations deadline is March 1, 2019
- Attended the Community Wildfire Protection Plan presentation by B.A. Blackwell and Associates held on February 11, 2019
- Reported that the East Sector Recreational Park is closed until further notice due to hazardous conditions
- Announced that on Saturday, February 23, 2019 the Harrison Hot Springs Fire Department will hold an Open House
- Attended the Council's Strategic Planning Session held on February 7, 2019
- Attended the Fraser Valley Regional District (FVRD) Board meeting held on February 12, 2019
- Reported on a call received from the Minister of Tourism, Art and Culture, Lisa Beare regarding the funding under the Resort Municipalities Initiative

Moved by Councillor Piper

Seconded by Councillor Palmer

THAT a letter be sent to the Honourable Lisa Beare, Minister of Tourism, Arts and Culture, and the Honourable Minister Carole James, Minister of Finance, expressing the Village's gratitude for funding under the Resort Municipality Initiative.

**CARRIED
UNANIMOUSLY**
RC-2019-02-15

12. REPORTS FROM STAFF

- (a) Report of the Infrastructure Manager – January 23, 2019
Re: Fire Hall Seismic

Village of Harrison Hot Springs
Minutes of the Council Meeting
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Moved by Councillor Piper
Seconded by Councillor Vidal

THAT the Fire Hall Seismic Report be received.

CARRIED
UNANIMOUSLY
RC-2019-02-16

Corporate Officer connected Ken Cossey via phone at 7:38 p.m.

Councillor Michie Vidal excused herself from Chambers at 7:38 p.m. due to a potential conflict of interest stating she pays moorage at the Harrison Hot Springs Marina.

- (b) Report of the Planning Consultant – February 4, 2019
Re: To start the Development Variance Permit process – 102 Rockwell Drive

Moved by Councillor Hooper
Seconded by Councillor Piper

That staff be authorized to start work on application 3090-20-DVP11/18 for land legally described as: DL 5031, Group 1, New Westminster District.

CARRIED
RC-2019-02-17

Councillor Vidal re-entered the Chambers at 7:42 p.m.

- (c) Report of the Planning Consultant – February 4, 2019
Re: To start the Development Variance Permit process – 875 Hot Springs Road

Moved by Councillor Piper
Seconded by Councillor Hooper

That staff be authorized to start work on application 3090-20-DVP01/19 for land legally described as: Lot G, Sec 12, Twp 4, Rg 29, W6M, New Westminster District Plan 16245.

CARRIED
UNANIMOUSLY
RC-2019-02-18

- (d) Report of the Financial Officer – February 15, 2019
Re: Inter-Municipal Business Licence Program

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT Council authorize staff to pursue registering the Village of Harrison Hot Springs as a participant in the Fraser Valley Inter-Municipal Business Licence program starting in the year 2020.

CARRIED
UNANIMOUSLY
RC-2019-02-19

Public Consultation – Financial Plan 2019-2023

The Mayor invited the public to make any comments on the 2109-2023 Financial Plan.

Allan Jackson

- Reported on his experience in the financial sector
- Expressed concern over Council giving up income by reducing the business class tax rates
- Reported that Village of Harrison Hot Springs business tax rates are similar to the City of Delta
- Reported that Delta has a major industrial sector that does support this tax rate
- Expressed concern over the unsustainability of the Village's rate considering the opportunity for growth within the Village
- Reported on the community demographics
- Complimented staff on the layout of the report
- Shared concerns over the generated income, grant funds and borrowed funds considering the federal elections in the fall
- Reported that businesses are capable of re-coop a portion of taxes in the forms of write-offs compared to residents
- Recommended to Council to refer the 2019-2023 Financial Budget back to staff

13. BYLAWS

- (a) Report of the Financial Officer – January 30, 2019
Re: 2019-2023 Financial Plan Bylaw No. 1134, 2019

The Financial Officer reported that a Financial Budget Open House was held on February 15, 2019 to provide the public an opportunity to ask questions. Reported that there were no questions at that time to be brought back to Council.

Moved by Councillor Vidal
Seconded by Councillor Hooper

THAT the 2019-2023 Financial Plan Bylaw No. 1134, 2019 be given second reading as amended;

FURTHER THAT the 2019-2023 Financial Plan Bylaw No. 1134, 2019 be given third reading.

OPPOSED BY COUNCILLOR PIPER
CARRIED
RC-2019-02-20

*Village of Harrison Hot Springs
Minutes of the Council Meeting
February 19, 2019*

- (b) Report of the Planning Consultant – February 19, 2019
Re: Business Licence Bylaw No. 1128, 2018

Moved by Councillor Hooper
Seconded by Councillor Palmer

THAT Bylaw 1128, 2018 be given the first two readings; and

THAT staff be authorized to set up a community notification process as per the requirements of the Community Charter. This will include the posting of the Notice of Intent advertisement and the setting up of a community session to collect any written and/or any verbal comments on the bylaw.

**CARRIED
UNANIMOUSLY**
RC-2019-02-21

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

Questions from the public were entertained.

15. ADJOURNMENT

Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT the meeting be adjourned at 8:45 p.m.

**CARRIED
UNANIMOUSLY**
RC-2019-02-22

Leo Facio
Mayor

Debra Key
Corporate Officer

VILLAGE OF HARRISON HOT SPRINGS
AGE-FRIENDLY COMMITTEE MEETING

DATE: Thursday, October 4, 2018
TIME: 10:30 a.m.
PLACE: Council Chambers
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Councillor John Hansen, Chair
Vivian Walker
Allan Jackson
Marg Doman
Ken Gisborne

Chief Administrative Officer, Madeline McDonald

ABSENT:

Recording Secretary: Nicole Sather

1. CALL TO ORDER

The Chair called the meeting to order at 10:30 a.m.

2. INTRODUCTION OF LATE ITEMS

(d) Movie in the Park

3. APPROVAL OF AGENDA

Moved by Ken Gisborne
Seconded by Allan Jackson

THAT the agenda be approved, as amended.

**CARRIED
UNANIMOUSLY**
AFC-2018-10-01

4. ADOPTION OF MINUTES

Moved by Marg Doman
Seconded by Allan Jackson

THAT the minutes of the Age-Friendly Committee Meeting held on August 2, 2018 be adopted.

**CARRIED
UNANIMOUSLY**
AFC-2018-10-02

5. ITEMS FOR DISCUSSION

(a) Speaker Series – Local First Nations History

*Village of Harrison Hot Springs
Minutes of the Age-friendly Committee Meeting
October 4, 2018*

On behalf of the Committee, Marg Doman mailed an appreciation letter to Chief Leon regarding their regrets that the Local First Nations Speaker Series was cancelled due to the forecasted weather and the members welcome the opportunity to reschedule Chief Leon for a future event.

It was noted that outdoor events will require a backup indoor venue or to be held in a more favourable season such as summer. Committee discussed the possibilities of holding the Local First Nations Speaker Series as an event option during Sasquatch Days but noted the schedule is administrated by Sts'ailes and the event is well planned with a similar event.

The Committee discussed holding the event the weekend prior to Sasquatch Days with the possibility of Tourism Harrison supporting the event through advertisements. Further discussion with Tourism is required when a tentative date and venue is determined.

The Chair informed the committee members that the outcome of the municipal election may affect the Committee's future and that planning should be keep to a minimum until after the elections.

Members voiced their appreciation for Councillor Hansen's leadership during his term as the Chair.

Tabled for the first meeting in 2019.

(b) Senior Peer Counsellors
Presenter: Betty Rajotte

Seniors Peer Counsellors was established to provide a service for seniors going through transitions such as a move into supportive housing. Betty spoke on the opportunity to support seniors through senior networking events. Additionally, the volunteers administrate a phone tree, monitors seniors moving into the community, out of the community, moving into care homes and assist seniors who may be a victim of possible neglect or abuse. Betty presented members with the Senior Peer Counsellor brochures.

Betty requested that the committee members promote Seniors Peer Counsellors services through word of mouth to attract more users and volunteers.

Marg Doman suggested adding the Seniors Peer Counsellors website as a resource link to the Village's website.

*Village of Harrison Hot Springs
Minutes of the Age-friendly Committee Meeting
October 4, 2018*

The Chair discussed the possibility of promoting events such as the Tech Savvy event through the organization to attract more attendees. Betty agreed that promoting age-friendly events would be beneficial and requested that flyers or event information be sent to her and she would distribute the information.

Additional Brochures will be supplied by the Senior Peer Counsellors organization and displayed at the reception area.

(c) Tech Savvy Workshop

Committee members discussed the possibility of holding a Tech Savvy Workshop at the Memorial Hall. It was noted that the Memorial Hall does not have the necessary equipment such as a stable internet connection to host such an event.

Ken Gisborne will bring forward his research at the next committee meeting in respect to the possibility of creating a hot spot at the Memorial Hall.

(d) Movie in the Park – Late item

Marg Doman reported to the Committee that Prospera Credit Union may have a screen for community group use.

Committee members discussed audio sound system options as a high amplified speaker system would be required for any future events.

Discussion ensued on partners being recognized at future events through logo placement in the venue and on marketing materials.

Discussion ensued on next target audience.

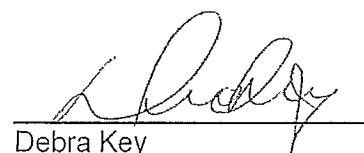
7. **ADJOURNMENT**

Moved by Vivian Walker
Seconded by Marg Doman

THAT the meeting be adjourned at 11:14 a.m.



John Hansen
Chair



Debra Key
Corporate Officer

**CARRIED
UNANIMOUSLY**
AFC-2018-10-03



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

TO: Mayor/Chair; Council/Board

FROM: Councillor Jason Lum, Lower Mainland LGA Past President

DATE: February 26, 2018

RE: 2019 CALL FOR NOMINATIONS

Please include the following information on your next meeting agenda.

This circular is notice of the Lower Mainland LGA Executive positions open for nomination, the process and the procedures for nomination.

The deadline for receipt of your nomination is **Friday, March 22, 2019**. The Lower Mainland LGA Conference and AGM will be held on May 8-10, 2019 in Harrison Hot Springs.

The Lower Mainland LGA is the collective voice for local government on the Lower Mainland, including local governments in the Greater Vancouver Regional District, the Squamish-Lillooet Regional District and the Fraser Valley Regional District. The membership elects directors to the Executive during the Convention, and the Executive is charged with ensuring that policy direction set by the general membership is carried forward. The Executive also provides operational and policy direction to the Lower Mainland LGA between Conventions.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Directors at Large (3 positions)

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

The candidate must be an elected official of an Lower Mainland LGA member. The candidate must be nominated by two elected officials of an Lower Mainland LGA local government member.

Background information regarding the primary responsibilities and commitments of an LMLGA Executive member is available upon request.

A nomination and consent form is attached and should be used for all nominations.

The Chair of the 2019 Nominating Committee is Councillor Jason Lum, Lower Mainland LGA Past President.

3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 200-word biography will be prepared under the direction of the Nominating Committee and distributed in the Lower Mainland LGA Convention Newsletter, which is distributed on-site at the conference. It is not the responsibility of the Lower Mainland LGA to edit applicant materials to make them suitable for print. If materials are not provided on time and print ready, Lower Mainland LGA reserves the right not to include them in the newsletter.

To be included in the Convention Newsletter, send your current photo, biography and completed nomination form to:

sstory@lmlga.ca

With subject line: LMLGA Nomination Package – “applicant name”

Deadline: March 22, 2019

4. FINAL COMMENTS

The nomination process does not change the process allowing candidates to be nominated off the floor at the Convention. That process remains in place. The process outlined above provides for those that are interested in seeking office to be directly nominated prior to the Convention.

5. FURTHER INFORMATION

The attached consent form is available online at lmlga.ca. All other inquiries should be directed to:

Shannon Story, Executive Director of the Lower Mainland LGA

at sstory@lmlga.ca

PO Box 488

Pemberton, BC V0N 2L0

NOMINATIONS FOR THE 2019 LOWER MAINLAND LGA EXECUTIVE

We are qualified under the Lower Mainland LGA Constitution to nominate¹ a candidate and we nominate:

Name of nominee: _____

Local government position (Mayor/Councillor/Director): _____

Local government represented: _____

Lower Mainland LGA Executive office nominated for: _____

Printed Name of nominator: _____ Printed Name of nominator: _____

Position: _____ Position: _____

Local Gov't: _____ Local Gov't: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the Lower Mainland LGA Constitution². I also agree to provide the following information to the Executive Director by March 22, 2019:

- 2"x3" Photo (high resolution)
- Biographical information. No more than 200 words in length.

Printed Name: _____

Running for (position): _____

Local Government: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association.

Return to: sstory@lmlga.ca
c/o LMLGA, PO Box 488, Pemberton, BC V0N 2L0



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

TO: Mayor/Chair; Council/Board

FROM: Mayor Jack Crompton, Lower Mainland LGA President

DATE: February 26, 2019 (4 pages total)

RE: 2019 CALL FOR RESOLUTIONS - ANNUAL GENERAL MEETING

Please include the following information on your next meeting agenda.

This circular is a notice of the Lower Mainland LGA Call for Resolutions.

The Lower Mainland LGA Convention and AGM will be held on May 8-10, 2019 in Harrison Hot Springs and we are **now accepting resolutions from the membership**. The deadline for receipt of your resolutions is **Friday, March 15, 2019**.

We encourage Lower Mainland LGA members to submit their resolutions to the Lower Mainland LGA for debate, rather than submitting them to UBCM. This is also the process preferred by UBCM. Lower Mainland LGA-endorsed resolutions on province-wide issues are submitted *automatically* to UBCM for consideration at the UBCM Convention. Resolutions received from the Lower Mainland LGA, and supported by our membership as a whole, tend to hold more weight than those that are submitted by individual communities.

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the LMLGA office by: **FRIDAY, MARCH 15, 2019**.

SUBMISSION REQUIREMENTS

Resolutions submitted to the Lower Mainland LGA for consideration shall be submitted as follows:

- one copy of the resolution via email to the Lower Mainland LGA Executive Director Shannon Story at ssstory@lmlga.ca with subject header "Resolution-title of your resolution" or, in the case of multiple resolutions, subject header "Resolution-X number enclosed";
- include a cover letter as an attachment outlining how many resolutions you have sent and the title of each resolution;
- each resolution should not contain more than two "whereas" clauses; and
- background documentation must accompany each resolution submitted, when available, and should be labeled "Background-Name of Resolution".

You WILL receive an email notification that your resolution has been received within one week of receipt. If you do not receive an email confirmation, please call Shannon Story at 604-698-5753

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

1. Resolutions submitted following the expiry of the regular deadline (March 15) shall be considered "Late Resolutions" and must comply with all other submission requirements. Late resolutions must be received by Lower Mainland LGA no later than 12 noon on Monday, May 6, 2019.
2. Late resolutions shall be considered for discussion after all resolutions printed in the Resolutions Book have been debated.
3. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
4. In the event that a late resolution is recommended to be admitted for discussion the Lower Mainland LGA shall produce sufficient copies for distribution at the Convention.

SUBMIT RESOLUTIONS TO:

**Lower Mainland LGA
Attention: Shannon Story
PO Box 488
Pemberton, BC, V0N 2L0**

**Phone: (604) 698-5753
Email: ssstory@lmlga.ca**

THE RESOLUTIONS PROCESS

1. Members submit their resolutions to Lower Mainland LGA for debate.
2. The Lower Mainland LGA submits the endorsed resolutions of provincial interest to UBCM.
3. The UBCM Resolution Committee reviews the resolutions submitted for consideration at the UBCM Convention.
4. Endorsed resolutions at the UBCM Convention are conveyed to the appropriate order of government, or relevant organization, for responses.
5. Once the responses have been conveyed to the UBCM they are forwarded to the sponsor for their review.

GUIDELINES FOR PREPARING RESOLUTIONS

The Construction of a Resolution:

All resolutions contain a preamble and enactment clause. The preamble describes *the issue* and the enactment clause outlines *the action being requested*. A resolution should answer the following three questions:

- What is the problem?
- What is causing the problem?

- What is the best way to solve the problem?

Preamble:

The preamble commences with a recital, or "WHEREAS", clause. This is a concise sentence about the nature of the problem or the reason for the request. It should clearly and briefly outline the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two "WHEREAS" clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment Clause:

The enactment clause begins with the words "THEREFORE BE IT RESOLVED". It must convey the resolution's intent, and should propose a specific action by the Lower Mainland LGA.

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

How to Draft a Resolution:

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if the issues it addresses are too complex for them to understand quickly.

2. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then consider the resolution without having to struggle with complicated text or vague concepts.

3. Provide factual background information.

Even a carefully constructed resolution may not clearly indicate the problem or the action being requested. Where possible, provide factual background information to ensure that the "intent" of the resolution is understood.

Two types of background information help to clarify the "intent" of a resolution:

i Supplementary Memo:

A brief, one-page memo from the author, that outlines the background that led to the presentation and adoption of the resolution by the local government.

ii Council/Board Report:

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential background information and submit it with the resolution.

Resolutions submitted without adequate background information will not be considered until the sponsor has been consulted and has provided documentation outlining the intent of the resolution.

4. Construct a brief, descriptive title.

A title assists to identify the intent of the resolution and eliminates the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution.

For ease of printing in the Annual Report and Resolutions Book and for clarity of intent, a title should be no more than three or four words.

5. Check legislative references for accuracy.

Where necessary, identify:

- the correct jurisdictional responsibility (e.g., ministry or department within the provincial or federal government)
- the correct legislation, including the name of the Act

6. Focus on issues that are relevant to all Lower Mainland members.

The issue identified in the resolution should be relevant to other local governments in the Lower Mainland LGA. This will support proper debate on the issue and assist Lower Mainland LGA or UBCM to represent your concern effectively to the provincial or federal government on behalf of all local governments.

7. Avoid repeat resolutions.

In the past, resolutions have come back year after year on the same topic. Elected officials and staff are encouraged to search the UBCM Resolutions database available through the website at www.ubcm.ca. Click on the "Resolutions and Policy" tab at the top of the page. It will be possible to locate any resolutions on the same topic that have been considered in the past and what the response has been. Endorsed resolutions are part of the advocacy agenda and duplicates are not required.

8. Ensure that your own local government's process for consideration, endorsement, and conveyance of resolutions to Lower Mainland LGA/UBCM is followed.

MODEL RESOLUTION

SHORT TITLE: _____

Local Government Name _____

WHEREAS _____
_____;

AND WHEREAS _____
_____;

THEREFORE BE IT RESOLVED that _____
_____.

(Note: A second resolve clause if it is absolutely required should start as follows:)

AND BE IT FURTHER RESOLVED that _____
_____.

If you have any questions, please contact Shannon Story by email at sstory@lmlga.ca or by calling (604) 698-5753.

12(a)



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 26, 2019

FROM: Troy Davis **FILE:** 6340-01
Infrastructure Manager

SUBJECT: Beach Front Willow Tree Lights

ISSUE: To replace the lights on the beach front willow trees will require electrical upgrades.

BACKGROUND:

The lights on the beach front willow trees were removed in February 2018, due to maintenance concerns. First is, that the lights can only be on the trees for 3 years at a time due to rapid tree growth of the willows, and the lights fade over time (3-5 years). As well, the lights had been replaced on the trees in 2016, and the new safety measures require that each strand has an integral fuse which were causing significant maintenance issues.

These new style of lights became an issue when the fuses would blow (likely due to moisture) as the lights had been strung in one continuous string. However, this created troubleshooting challenges as when one or more strands fail the entire string of lights go out. This can be especially challenging if the faulty strand is in the upper parts of the tree.

It should be noted that if the Village intends to continue lighting the beach front willow trees there are power supply changes that must be made to meet electrical code requirements. These include extending the power supply cord a minimum of 5ft above ground, and installing a splitter that will allow the lights on individual branches to connect to a common power connection. Doing so will allow faster and easier troubleshooting due to fuse failure.

The electrical upgrades will cost approximately \$150/tree (i.e. \$2,250). As well there will be an additional cost of \$1,600 for the Genie Lift rental. Staff will require about 150-180 hours to string the lights on all 15 trees. New lights will not be required this year as the lights that were taken down in February 2018 were only used for about 14 months. They should be viable for 3 more years before

needing to be replaced. The cost for replacement lights in 2022 will be approximately \$4,000 plus the lift rental.

The installation costs of \$3,850 can be supported by the 2019 to 2023 financial plan.

RECOMMENDATION:

THAT the electrical upgrades to the tree lighting system along the north side of Esplanade Avenue be approved.

Respectfully submitted;

Troy Davis
Troy Davis
Infrastructure Manager

REVIEWED BY:

Tracey Jones
Tracey Jones
Financial Officer

REVIEWED BY:

Madeline McDonald
Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 26, 2019
FROM: Rhonda Schell **FILE:** 1850-20
Community Services Coordinator
SUBJECT: 2018 Grants to Groups

ISSUE:

Each year, the Village allocates funding to community groups as part of the Grants to Groups program, outlined in the Village Grants Policy, 1.2.

BACKGROUND:

The Village received 9 applications for the 2018 Grants to Groups fund. Attached you will find a spreadsheet which highlights past funding contributions along with this year's requests. This spreadsheet also indicates the date the application was received, a brief synopsis of the proposed use of funding and funding allocation recommendations.

RECOMMENDATION:

THAT the community groups be provided with funding, under the Grants to Groups program, as outlined in the attached table.

Respectfully submitted:

REVIEWED BY:

Rhonda Schell

Rhonda Schell
Community Services Coordinator

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

2018 Grants to Groups Funding Requests										
Name of Community Group	2016 Paid	2017 Request	2017 Paid	2018 Request	2018 Paid	2019 Request	Recommended	Use	Included 2018 Financial Statements	Application Received
Fraser Valley Paddling Club (formerly Fraser Valley Dragon Boat Club)				\$5,000	\$610	\$2000	\$1800	Youth-size personal floatation devices for the Youth Outrigger Canoe program (40 units).	Yes	15-Nov-18
Kent-Harrison Arts Council	\$2,000	\$2,000	\$2,000	\$2,000	\$2000	\$2000	\$2000	Educational programming and workshops, artist in residence, running the Art Gallery.	Yes	15-Nov-18
Agassiz-Harrison Community Services	\$500	\$750	\$500	\$750	\$500	\$500	\$500	Drive4U program provides transportation to medical appointments, shops, banking at a \$0.40/km fee to clients who are mainly seniors.	Yes	16-Oct-18
Agassiz Baseball Association	\$500.00	\$500.00	\$500.00	\$500	\$500	\$500	\$500	Providing sporting activities for children and equipment upgrades.	Yes	13-Nov-18
Miami River Streamkeepers Society	\$550			\$580	\$580	\$525	\$525	Operational fees including: insurance, website, printing brochures, equipment updates, bank fees, office supplies.	Yes	31-Oct-18
Kent-Harrison Foundation						\$1000	0	Grants for education, cultural advancement, and community health and wellbeing. (Last grant awarded to this organization was \$500 in 2012)	Yes	13-Nov-18
Agassiz Harrison Historical Society (Museum)	\$500	\$2,000	\$500	\$10,000	\$1250	\$2500	0	Archival supplies to organize and house the Harrison Hot Springs Recreation Commission files dating back to 1989.	Yes	14-Nov-18
Earthwise Society (Delta)						\$5000	0	Community outreach and education programs at Earthwise Farm (social enterprise located in Agassiz).	Yes	15-Nov-18
Bhima Yoga (For Profit Business)						\$13,000	0	Operational expenses.	No	15-Nov-18
					\$7,350	\$27,025	\$5,325			

The 2019 Grants to Groups budget is \$7,500. This leaves \$2,175 unassigned to be carried forward.

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VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: February 27, 2019

FROM: Madeline McDonald
Chief Administrative Officer

FILE: 0390-20-03

SUBJECT: Wild Fire Smoke – Draft Resolution for Consideration at LMLGA

ISSUE:

The Village of Harrison Hot Springs has been negatively impacted by smoke from wildfires for the past two summers and may continue to experience poor air quality due to wildfires if dry hot weather becomes the norm during the summer season.

BACKGROUND:

In 2017 and 2018 wildfire smoke had a significant impact on air quality within the Village of Harrison Hot Springs and in many other areas of the Province. Visitor numbers were impacted locally, evidenced by lower parking revenues in the beachfront area. The impact to the local economy was similar in effect to that of poor weather in that the smoke discouraged people from recreating outdoors. Unlike weather events however, wildfire smoke has a negative health impact, as indicated by the multiple Air Quality Advisories issued by the Ministry of Environment over the past two summer seasons.

The Village of Harrison Hot Springs Community Wildfire Protection Plan (2017) recommended that local governments lobby the Province and local Health Authorities to take a more proactive role in assessing risks associated with exposure to wildfire smoke and to create decision making tools to assist communities in determining what measures should be taken to mitigate risk, up to and including evacuation.

RECOMMENDATION:

THAT the following resolution be forwarded to the Local Mainland Local Government Association (LMLGA) for consideration at the LMLGA 2019 Annual General Meeting:

WHEREAS wildfire smoke is increasingly present in and around the Village of Harrison Hot Springs during the summer months;

AND WHEREAS wildfire smoke negatively impacts human health and the public's comfort and ability to enjoy the natural beauty of Harrison Hot Springs' parks and beaches;

THEREFORE BE IT RESOLVED that the Province take a more proactive role in assessing risks associated with exposure to wildfire smoke and create decision making tools to assist communities in determining what measures should be taken to mitigate those risks.

Respectfully submitted;

Madeline McDonald

Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** March 1, 2019

FROM: Rhonda Schell **FILE:** 2240-35
Community Services Coordinator

SUBJECT: Resort Development Strategy – Public Engagement Summary

ISSUE:

This report is to provide a summary of responses from the Resort Development Strategy public engagement survey.

BACKGROUND:

At the February 14, 2019 Special Council Meeting, Council directed staff to conduct a public engagement process on the Resort Development Strategy being developed around 1) Synthetic outdoor rink which includes improvements to the adjacent building, washrooms and the preparation of surface to support the rink; 2) Lagoon and beach area improvements including accessibility upgrades; and 3) Public art on the lagoon or beach front area.

DISCUSSION:

The survey was posted on the Public Notices page of www.harrisonhotsprings.ca and on the Village of Harrison Hot Springs Facebook page.

A summary of the survey results is attached.

RECOMMENDATION:

THAT Council approves of the Resort Development Strategy 2019-21 being developed around

- 1) Synthetic outdoor rink which includes improvements to the adjacent building, washrooms and the preparation of surface to support the rink;
- 2) Lagoon and beach area improvements including accessibility upgrades; and
- 3) Public art on the lagoon or beach front area,

for submission to the Ministry of Tourism, Arts and Culture.

Respectfully submitted:

REVIEWED BY:

Rhonda Schell

Rhonda Schell
Community Services Coordinator

Madeline McDonald

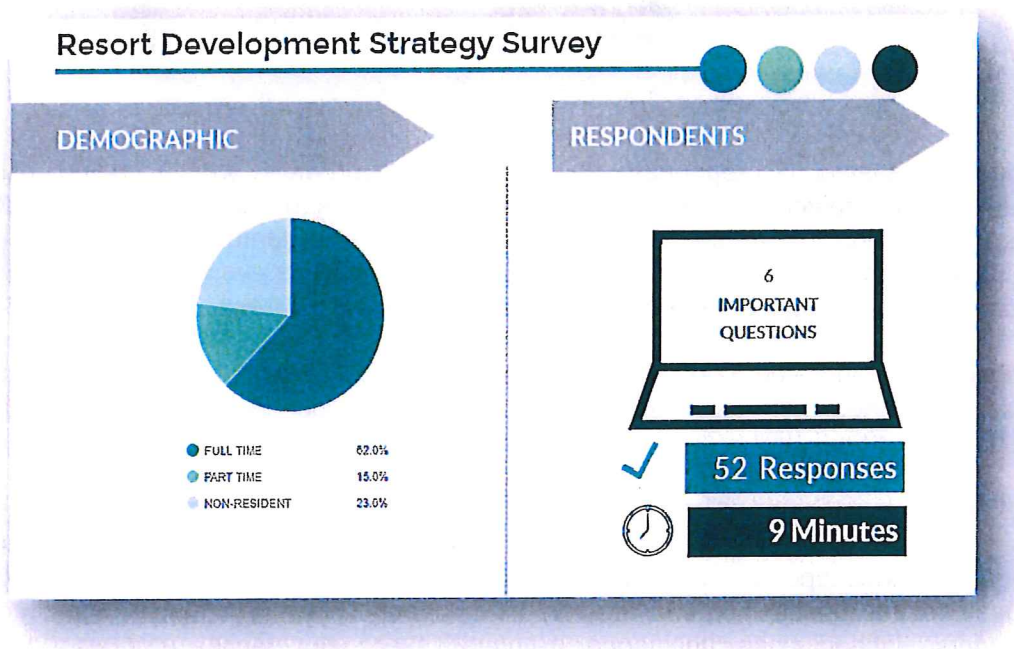
Madeline McDonald
Chief Administrative Officer

Resort Development Strategy Survey

Summary Report

The purpose of the Resort Development Strategy (RDS) Survey was to seek public input on projects that the Resort Development Strategy will be built on. These projects will be submitted to the Province for Resort Municipality Funding to be spent throughout 2019-20.

The RDS Survey was posted on the Public Notices section of harrisonhotsprings.ca and twice on the Village of Harrison Hot Springs Facebook page. It was available from February 14-28, 2019.



The survey received a total of 52 responses. There were 6 questions asked and it took approximately 9 minutes for the survey to be completed.

When asked about residency, 67% of respondents were permanent residents of the village and 15% stated that they were part time residents.

There were 22 responses to the question of how often they visit the village if they were not full time residents, 73% stated that they visit multiple times a year and 18% at least once every year.

Feedback was sought on three specific projects and the public was given the opportunity to voice additional ideas to promote tourism in the winter season.



Question 1 received 52 responses, the vast majority of which were in favour of the synthetic ice rink project. Some concerns around blowing sand, vandalism, and hockey players dominating the ice time were raised. Several respondents felt that this was a good project to build upon the success of the Lights on the Lake event. The lack of food service in the winter may be an opportunity for businesses to address.

Question 2 also received 52 responses, 35 of these (or 68%) were in favour of public art and several suggestions were provided for the type or location of art that could be installed.

Question 3 also received full participation with 52 responses. The use and condition of the lagoon is a topic that spurred a lot of comments regarding the body of water, surrounding landscape, wildlife, and possibilities for this amenity. Although not every response to this question stated support for a Lagoon Redesign Master Plan (some respondents wished to see the lagoon removed) there was definite emphasis on the need for improvements.

Respondents were also asked to share other ideas that could increase tourism in the off season. Some suggestions to increase winter tourism included: create a more festive ambiance with music, covered areas on the beach for warming, and fireworks on New Year's eve, increased use of Memorial Hall for winter entertainment events open to the public, a municipally owned public pool or improvements to the existing pool and hot springs source, indoor amenities for entertainment or exercise (arcade, gym, bookshop), bird watching towers, water bottle refill stations, improvements to business façade and accommodations, and shuttle buses to tourist attractions that bring visitors back to the community at the end of the day.

The raw data will be used to assist the Village in the public art curating process, and to inform the Lagoon Redesign Master Plan when that project begins. The data will be shared with Tourism Harrison to support them in their service delivery.

13(a)



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: February 6, 2019

FROM: Debra Key
Deputy Chief Administrative Officer/CO

FILE: 3900-01

SUBJECT: Increases to parking penalties under Bylaw Notice Enforcement Bylaw

ISSUE: to provide information on penalty options for parking provisions

BACKGROUND:

On a Council meeting on February 4, 2019, Council received the Bylaw Enforcement Officer's Annual Report and directed staff to review the current parking penalties in the Highway and Traffic Bylaw and to provide information and options for increases to penalties for parking offences.

As noted in the Annual Report, it was recommended that Council consider increases to parking fines to bring more offenders into compliance. The Officer noted that fines of a low nature are typically ignored and do not really provide much of an incentive to comply with the parking regulations.

Currently, it is an offence to park on a highway for a continuous period exceeding 48 hours without movement. This means a vehicle can park on a street for a period of 2 days. RVs cannot be parked on any street in excess of 8 hours regardless if it is moved or not to another location. It was also noted that offences for larger vehicles such as Recreational Vehicles parking in residential areas is an ongoing issue. Commercial vehicles are permitted to park no longer than 24 hours.

As you can see from the report's statistics chart below, of the most common regulatory bylaws, the Highway and Traffic Bylaw offence notices that were issued are quite significant compared to others. For 2018, there were 106 offences issued, of which 31 subject to collection at the time of writing this report.

Bylaws	2018	2017	2016	2015	2014	Totals
Abatement & Control of Noise Bylaw		1			1	12
Animal Control & License Bylaw				25	6	31
Business Licencing & Regulation Bylaw			1	1	1	3
Littering, Dumping and Snow Bylaw	1					
Municipal Dock Bylaw		2				2
Open Burning and Outdoor Fire Regulation Bylaw	1			1		1
Park Regulation Bylaw					1	1
Property Maintenance Bylaw	1			21		21

Sign Bylaw					1	1
Highway and Traffic Bylaw	106	148	107	197	113	565
Tree Management and Preservation Bylaw	1		3			3
Unsightly Premises Bylaw (repealed)				4		4
Waste Collection & Disposal Bylaw			2			2
Zoning Bylaw		7		4	1	93
Totals	111	239	113	253	134	739

Currently the parking penalties under the Bylaw Notice Enforcement Bylaw No. 855 for parking provisions are as follows:

Highway and Traffic Bylaw No. 974		A1 Penalty	A2 Early payment	A3 Late payment
16(d)	Interfere with any traffic control device	210	190	210
16(e)	Fail to comply with any lawful direction, command or order of a Bylaw Enforcement Officer, Peace Officer or a member of the Fire Department	100	90	110
16(f)	Commercial vehicles in excess of 5500 kg (tare weight) on residential street	300	290	310
27(b)	Fail to park in designated parking between lines or markings	25	15	35
27(c)	Park in loading zone and beyond maximum of 30 minutes	50	40	60
27(d)	Park in bus zone	25	15	35
27(e)	Park in designated physically disabled motorist stall without valid placard	50	40	60
27(f)	Park on sidewalk or boulevard	25	15	35
27(g)	Park in front of a public or private driveway	50	40	60
27(h)	Park within 5 meters of a hydrant	25	15	35
27(i)	Park on crosswalk or within 5 meters of the approach side of a crosswalk	25	15	35
27(j)	Park within 6 meters of either side of an entrance to or exit from public meeting place, fire hall or playground	25	15	35
27(k)	Obstruct traffic alongside or opposite of highway excavation or obstruction	25	15	35
27(l)	Park on highway side of a motor vehicle stopped or parked parallel to the curb side of a highway	25	15	35
27(m)	Park on a bridge or other elevated structure on a highway	25	15	35
27(n)	Park which obstructs the visibility of traffic or a traffic control device	25	15	35
27(o)	Park on cycle path on any portion of a highway for a longer period of time than indicated on the traffic control device	25	15	35
27(p)	Park on a highway for a continuous period exceeding 48 hours without movement	50	40	60
27(q)	Commercial vehicle parked longer than 24 hours in a given area	100	90	110
27(r)	Park adjacent to a yellow curb	25	15	35
27(s)	Face wrong direction from the normal flow of traffic on the highway	25	15	35
27(t)	Park where prohibited	40	30	50
27(u)	Park in lane less than 3.5 meters of the travelled portion of the lane for other vehicle	40	30	50
27(v)	Park in boat launch area without permit	40	30	50
27(w)	Park in close proximity to other vehicle to obstruct or unduly restrict movement	40	30	50

29(a)ii	Exceed total weight of the vehicle and/or trailer in excess of 5500 kg and is in a residential zone between the hours of 7:00 p.m. and 7:00 a.m.	100	90	110
29(b)	Recreational vehicle parked on any street in excess of 8 hours regardless if it is moved or not to another location	100	90	110
29(c)	Park unattached utility, boat or RV trailer on any street	50	40	60
31(a)	Park a vehicle in a stall for a period of time greater than the time indicated by the traffic control device	25	15	35

There are a number of provisions under the Bylaw Notice Enforcement Bylaw that contain varying amounts of fines. While some provisions warrant different levels of fines, the provisions that are frequently violated are for parking on streets in excess of the allotted period of time. It must be noted that most fines are well below the average of other municipality bylaws canvassed. These are outlined in red.

District of Kent	average minimum penalty	\$50.00/\$100.00
District of Hope	average minimum penalty	\$50.00/\$100.00
District of Mission	average minimum penalty	\$70.00/\$250.00/\$500.00

Fines in other jurisdictions for parking in excess of time limits range from \$50.00 \$100.00, while parking large vehicles in residential area range from \$100.00 to \$140.00.

Under the Village's pay parking program, fines for all offences are \$100.00. If paid within 7 days, the fine is reduced to \$50.00.

RECOMMENDATION:

THAT all identified provisions and responding parking penalties marked red be increased as follows:

Highway and Traffic Bylaw No. 974		A1 Penalty	A2 Early payment	A3 Late payment
Bylaw section	Applicable provision	\$100	\$90	\$110

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key
Deputy Chief Administrative Officer/CO

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

13(b)



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** February 20, 2019
FROM: Tracey Jones **FILE:** 1700-02
Financial Officer
SUBJECT: 2019-2023 Financial Plan Bylaw No. 1134, 2019

ISSUE:

To present the 2019-2023 Financial Plan Bylaw No. 1134, 2019 for adoption

BACKGROUND:

Pursuant to s. 165(1) of the *Community Charter*, Council must adopt annually, a five year Financial Plan that sets out the objectives and policies of the municipality.

The 2019-2023 Financial Plan received second and third reading at the Regular Meeting of Council on February 19, 2019 and accordingly, the 2019-2023 Financial Plan is being presented for adoption.

RECOMMENDATION:

THAT the 2019-2023 Financial Plan Bylaw No. 1134, 2019 be adopted.

Respectfully submitted;

Reviewed:

Tracey Jones
Tracey Jones
Financial Officer

Madeline McDonald
Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1134, 2019

A Bylaw of the Village of Harrison Hot Springs to establish the 2019 – 2023 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 2019 - 2023.
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 2019 – 2023.
3. This bylaw may be cited for all purposes as the “Village of Harrison Hot Springs Financial Plan Bylaw No. 1134, 2019”
4. Bylaw No. 1119, 2018 – 2022 Financial Plan is hereby repealed.

READ A FIRST TIME THIS 4th DAY OF FEBRUARY, 2019

AMENDED AND READ A SECOND TIME THIS 19th DAY OF FEBRUARY, 2019

READ A THIRD TIME THIS 19th DAY OF FEBRUARY, 2019

ADOPTED THIS DAY OF MARCH, 2019

Mayor

Corporate Officer

BYLAW NO. 1134, 2019
SCHEDULE "A"
2019-2023 Financial Plan

	2019	2020	2021	2022	2023
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES:					
PROPERTY TAXES - RESIDENTIAL	1,450,641	1,510,000	1,540,000	1,570,000	1,601,400
PROPERTY TAXES - BUSINESS	616,846	630,000	642,600	655,500	668,610
PROPERTY TAXES - RECREATION/NON-PROFIT	110,388	112,600	114,800	117,200	119,544
COLLECTIONS FOR OTHER GOVERNMENTS & AGENC	1,781,250	1,817,110	1,851,331	1,889,884	1,927,682
PENALTIES & INTEREST - TAXES	8,000	4,000	-	-	-
UTILITY CO. 1% REVENUE TAXES	36,951	37,262	37,262	37,597	38,348
PAYMENTS IN LIEU OF TAXES	4,350	4,350	4,350	4,437	4,526
TOTAL TAXES COLLECTED	4,008,426	4,115,322	4,190,343	4,274,618	4,360,110
REMITTANCES TO OTHER GOVERNMENTS & AGENCI	- 1,781,250	(1,817,110)	(1,851,331)	(1,889,884)	(1,927,682)
NET TAXES FOR MUNICIPAL PURPOSES	2,227,176	2,298,212	2,339,012	2,384,734	2,432,428
REVENUE FROM OWN SOURCES	1,902,560	1,946,700	1,959,700	1,986,970	2,026,109
GRANTS AND DONATIONS	3,001,745	539,000.00	539,000.00	539,028.00	549,810.60
DCC	896,529	-	-	-	-
CONTRIBUTED ASSETS	-	174,000	-	-	-
TOTAL REVENUE	8,028,010	\$4,957,912	\$4,837,712	\$4,910,732	\$5,008,348
EXPENSES:					
LEGISLATIVE	142,280	137,010	137,010	138,369	141,136
GENERAL GOVERNMENT	1,112,623	1,110,992	1,124,140	1,156,045	1,179,166
PROTECTIVE SERVICES	258,526	250,282	250,282	254,559	259,650
DEVELOPMENT PLANNING	362,200	122,200	122,200	122,344	124,791
TOURISM AND COMMUNITY IMPROVEMENT	285,211	254,697	256,808	259,184	264,368
ENGINEERING, TRANSPORTATION, STORM WATER	857,774	844,886	849,625	857,742	874,898
SOLID WASTE	199,145	201,946	210,948	197,785	201,741
PARKS, RECREATION & CULTURAL SERVICES	523,270	477,630	482,318	489,169	498,952
WASTEWATER UTILITY	800,360	809,000	822,000	835,882	852,600
WATER UTILITY	471,172	472,435	485,575	481,523	491,153
DEBT- INTEREST	26,450	20,700	15,700	16,014	16,335
TOTAL EXPENDITURES	5,039,011	4,701,778	4,756,606	4,808,616	4,904,789
SURPLUS (DEFICIT)	2,988,999	\$256,134	\$81,106	\$102,116	\$103,559
CAPITAL, DEBT, RESERVES, TRANSFERS & BORROWING					
CAPITAL EXPENDITURES	(4,024,274)	(785,500)	(254,500)	(219,000)	(111,180)
REPAYMENT ON DEBT	(221,355)	(163,100)	(53,100)	(54,162)	(55,245)
PROCEEDS OF DEBT	-	-	-	110,000	-
CONTRIBUTIONS TO RESERVES	(773,212)	(929,034)	(888,006)	(1,057,954)	(1,078,514)
TRANSFERS FROM RESERVES	846,800	611,500	104,500	109,000	111,180
APPROPRIATION FROM SURPLUS	173,042	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	1,010,000	1,010,000	1,010,000	1,010,000	1,030,200
	\$(2,988,999)	\$(256,134)	\$(81,106)	\$(102,116)	\$(103,559)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT,	-	\$ -	\$ -	\$ -	\$ -

BYLAW NO. 1134, 2019
SCHEDULE "B"
2019 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: 2019 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes including Payments in Lieu	24.6%	\$2,227,176
Service Utility Fees (Frontage Taxes)	5%	\$455,800
User fees	10.7%	\$974,360
Reserves	9.4%	\$846,800
Surplus	1.9%	\$173,041
DCC Revenues	9.9%	\$896,529
Borrowing	0%	\$0
Grants/Donations	33.3%	\$3,001,746
Other sources	5.2%	\$464,754

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: 2019 Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	67%	\$1,450,645
Business (6)	28%	\$616,848
Recreation/Non-profit (8)	5%	\$110,383

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.